

TOWN OF BOWLING GREEN, VIRGINIA

MEMORANDUM

TO: The Honorable Mayor and Town Council
FROM: India Adams-Jacobs, MPA, ICMA-CM, Town Manager
COPY: Jeff Gore, Town Attorney
DATE: August 6, 2026
SUBJECT: **Resolution Appointing Deputy Town Treasurer**

Background

The Town Treasurer position became vacant effective May 1, 2026, and Ms. Tomeka Morgan was appointed Interim Town Treasurer. The Town Manager is requesting the designation and appointment of a Deputy Town Treasurer to provide continuity of operations and redundancy within the organization in the event the Interim Treasurer is not available.

Issue

Continuity of financial operations requires immediate designation of a Deputy Town Treasurer to fulfill statutory duties and maintain uninterrupted service to taxpayers and utility customers.

Recommendation

Town Staff recommends approval of the request.

DRAFT MOTION

I move to appoint Ms. Vianne Baylor as Deputy Town Treasurer, effective August 6, 2026.