



# TOWN OF HAYMARKET TOWN COUNCIL

## CONTINUATION MEETING ~ AGENDA ~

David Leake, Mayor  
<http://www.townofhaymarket.org/>

15000 Washington St  
Haymarket, VA 20169

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Thursday, June 5, 2014

7:00 PM

Council Chambers

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### 1. Call to Order

### 2. Agenda Items

- A. Zoning Determination Request - Parcel A-1, LC - Marchant Schneider & Martin Crim
- B. FY 2015 Proposed Budget

### 3. Closed Session

- A. Enter into Closed Session
- B. Certification of Closed Session

### 4. Councilmember Time

- A. Steve Aitken
- B. Rebecca Bare
- C. Katherine Harnest
- D. Mary Lou Scarbrough
- E. Milt Kenworthy
- F. James Tobias
- G. David Leake

### 5. Adjournment



TO: Town of Haymarket Town Council  
SUBJECT: Zoning Determination Request - Parcel A-1, LC  
DATE: 06/05/14

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**Parcel A-1, LLC has submitted a zoning determination request regarding the applicability of certain Zoning Ordinance requirements to building improvements at 6614 James Madison Highway. Staff is preparing a draft response for the Town Council's review during closed session at the June 2, 2014 Town Council meeting.**

#### BACKGROUND

On August 5, 2013, the Town Council approved temporary occupancy of 2,600 square feet of recreation activities being constructed at 6614 James Madison Highway (Next Level Fitness). The approval of the temporary occupancy was conditioned upon diligent pursuit of an amended final site plan to accommodate the area of temporary occupancy. Construction of site improvements required by the amended final site plan is to be completed by September 1, 2014. The Council's approval also stated that should the property owner desire a zoning determination letter regarding required site improvements associated with the amended site plan, such request shall be submitted to the Town prior to close of business December 31, 2013.

The property owner submitted a request for a zoning determination on April 30, 2014. There has been no activity regarding the requisite amended final site plan since the Council's action last August; however, the Staff did meet with the owner on May 13, 2014 to discuss first submission comments issued last May (2013).

#### ATTACHMENTS:

- 04-30-2014 Zoning Determination Request (PDF)

# SIGNATURE COMPANIES

April 30, 2013

Town Council of the Town of Haymarket  
c/o Honorable David Leake, Mayor  
P.O. Box 1230  
Haymarket, VA 20168

Dear Mayor Leake & Members of the Town Council,

This letter is to request a formal zoning determination from the Town of Haymarket's Zoning Administrator, who we understand is the Town Council. In 2002 Parcel A-1, LLC received formal approval of its as built Site Plan. Pursuant to Va. Code Ann. § 15.2-2307, as such this Site Plan is vested, and it remains valid pursuant to Va. Code Ann. § 15.2-2260(F).

This letter provides a brief history of the property, identifies the issues, states Parcel A-1 position, and then requests a formal zoning determination from the Town.

### **The Issues:**

- Does the enclosure of either the front loading dock area or rear loading dock area of the subject property require a minor site plan amendment or a new site plan under the existing Town Ordinances?
- Should the existing Town ordinances be clarified and create specific criteria (as found in order jurisdictions such as Loudoun County) to more clearly state what constitutes a "Building Addition" or "Major Modification" or New Construction?
- Should the existing Town Ordinances be enhanced to provide for the Submission of a "Parking Plan" to demonstrate the property has adequate parking for the designated Tenant Uses?
- Relevant Code Sections:
  - Section 58-259 - "changes in use requiring the Landlord to file a new site plan"
  - Section 58-510 - "Minor Modifications" to an approved site plan.
  - Section 58-11 - "Off-Street Parking"

### **Property Recent History:**

- 1998 Signature Kitchens completed major renovations to the property and relocated its warehouse and corporate offices to the property.
- 2002 a site plan for the property was submitted, constructed and approved as built. The site plan included 155 parking spaces, storm water, landscaping and site lighting.
- 2009 HSP tenants took occupancy of approximately 29,000 sq. ft located in the rear of the building and began doing business. The individual tenant spaces were later demised and each of the existing tenants were approved for occupancy.
- 2012 NLPT gained approval to enclose approximately 700 sq. ft. of covered loading area to construct a Juice Bar area.

- 2013 NLPT gained conditional approval to enclose approximately 2,500 sq. ft. of the rear covered loading area. This project was approved and NLPT granted temporary occupancy under certain conditions. At issue was the interpretation of the town ordinances which have been interpreted by the City Planner as requiring Parcel A-1, LLC to submit a new site plan which Parcel A-1 has objected to and believes the Town ordinances do not require a new site plan or a minor site plan amendment.
- Parcel A-1, LLC has done significant engineering and site survey work towards a site plan and has submitted a preliminary site plan to the Town. Further, we have received comments from the City Planner and Engineer. It is important to note that the Site Plan submission was conducted as a requirement of the Town while discussions were taking place between Parcel A-1, LLC and Rose Investments regarding Snyder Baseball Academy occupancy of the Rose Property and the expansion of JNJ and NLPT into Snyder's current space. As such, the current site plan submission was expressly done as a requirement of this project and not the current NLPT expansion project now at issue.

Parcel A-1 and (NLTF) take issue with the Zoning Administrators reading of the Ordinance that apply to our situation and as such we seek a formal determination so that we may accurately assess the viability of future expansion of the property and/or changes in the existing Tenant Mix by understanding the definitive project cost of all construction elements including site plan improvements required for future expansion as well as the Site Plan requirements associated with the 700 sq. ft. Juice Bar and 2,500 sq. ft. Rear Loading Area enclosures.

**Zoning Determination Request:** - Pursuant to the items shown below, Parcel A-1 request the following official zoning determinations:


1. The 2002 Site Plan was approved and constructed prior to the 2009 Code changes, and therefore the provisions of Virginia's vesting statute, 15.2-2307, provides that these new requirements not apply to our approved site plan.
2. The Parcel A-1 property was constructed prior to 1983 and as such is afforded different treatment under the existing zoning ordinances. Please clarify which zoning ordinances apply to the property.
3. The 700 square foot (Juice Bar) enclosure area now occupied by (NLPT):
  - a. Under section 58-259 of the Ordinance, did this enclosure represent a "Change in Use" and thus require the Landlord to file a new site plan?
  - b. Did the enclosure represent "New Construction"?
  - c. Did the enclosure represent "A Material Modification to the Existing Structure"?
  - d. Did the enclosure project constitute a "Minor Modification to an approved site plan and would not require planning commission review pursuant to [section 58-510](#)"
  - e. If, section 58-510 "Minor Modification" applies to the above project:
    - i. Will the Town Council approve this project without formal review as compliant with the following criteria:

1. "Do not reduce or alter the percentage of land shown as grass or landscaped area under the original plan"
  2. "Do not expand the **building size** or area of lot surface in active use"
  3. "Do not reduce or change the efficiencies of the stormwater system"
  4. "Meet all applicable state, federal and local guidelines for the use or design proposed"
4. The 2,500 square foot Rear building enclosure area now occupied by (NLPT) under a conditional use Permit.
- a. Under section 58-259 of the Ordinance did this enclosure represent a "Change in Use" and thus require the Landlord to file a new site plan?
  - b. Did the enclosure represent "New Construction"?
  - c. Did the enclosure represent "A Material Modification to the Existing Structure"?
  - d. Did the enclosure project constitute a "Minor Modification to an approved site plan and would not require planning commission review pursuant to section 58-510"
  - e. If, section 58-510 "Minor Modification" applies to the above project:
    1. Will the Town Council approve this project without formal review as compliant with the following criteria:
    2. "Do not reduce or alter the percentage of land shown as grass or landscaped area under the original plan"
    3. "Do not expand the **building size** or area of lot surface in active use"
    4. "Do not reduce or change the efficiencies of the stormwater system"
    5. "Meet all applicable state, federal and local guidelines for the use or design proposed"
5. The provisions of Virginia's vesting statute, § 15.2-2307, provide that these requirements do not apply to the Parcel A-1
6. If this determination does conclude that either of the above projects requires the Property owner to file a new site plan and it concludes this based upon the need for the property owner to demonstrate the site has proper parking, will the Town Council waive the Site plan requirements in favor of the Landlord providing a detailed Parking Plan which includes all enclosed areas of the building?
7. If the Town Council concludes that a Site Plan waiver with detailed parking plan is not appropriate, will the Council approve a revised site plan with the following non-conformities which are depicted on its approved Final Site Plan is vested, and compliance with the I-1 lot coverage requirement set out in Zoning Ordinance§ 58-63 is not required.
- a. Site lighting to remain as is.

- b. Landscape requirements be consistent with the 2002 site plan.
- c. The Lot coverage ratio at 87% (as built) -
- d. The 4ft buffer as currently constructed.
- e. The justification for these waivers are as follows:
  - i. The 2002 as built site plan was built in conformance with zoning standards that were in effect at that time.
  - ii. The current ordinance for site plans was adopted by the Town Council on January 5, 2009.
  - iii. The HSP use was approved by Council in October 2008

Thank you in advance for your time and consideration of this matter.

Sincerely



John E. Lombardozzi  
Manager, Parcel A-1, LLC

cc: Marchant Schneider, City Planner

Attachments:

1. Analysis of the applicable zoning ordinances 58-529, 58-510 & 58-11.

## Analysis of 58-529 - Zoning Ordinance

- The Ordinances provide for Town Council to approve minor changes to an existing site plan without formal review and we believe that very situation exists in our application. My assumption is that the Ordinance specifically provides for this because it recognizes the complexity and cost associated with a site plan site plan and the extensive requirements associated.
- The letter revoking the Building Permit #B20130410 sites section 58-259 of the was adopted in October 2009 and states:

*"Before a building permit shall be issued or construction commenced on any permitted use in the I-1 district **constituting a change in use from the previous user** or for **all new construction** or an **addition** or **material modifications to any existing structure** or the parking or any other improvements or facilities on the property, a site plan prepared in accordance with article XIII of this chapter shall be submitted to the planning commission for review for up to 60 days. The planning commission shall refer these plans and its recommendations to the town council for consideration at its next regularly scheduled meeting. Modification of the plans may be required by the planning commission and/or the town council. Minor modifications to an approved site plan will not require planning commission review pursuant to **section 58-510**"*

- Parcel A-1 has an approved site plan which was designed, constructed and approved by the Town in March 2002.
- We respectfully disagree with the City Planner's application of 58-529 and offer the following analysis of this ordinance:
  1. The approved use is not being changed as (NLFP) is an existing Tenant.
  2. This enclosure does not represent "New Construction"
  3. This enclosure clearly is not an "Addition" as this is an enclosure of existing roof line of the building.
  4. At best this project might be characterized as a "Material Modification to any Existing Structure" I have no point of reference to identify what is "Material" The enclosure area we are talking about represents less approximately 7% of the existing structures roof area.
- 58-259 is written in the context of discussing "Site Plans". In this context we do not see the outline of the building changing and should not require a new Site Plan to be prepared.
- 58-259 ordinance also does not provide any other mechanism for the Town Council, Planning Commission or City Planner to determine the conformance to Parking standards or even a simple re-striping plan to accommodate a change in Tenant uses within an existing structure with an approved site plan.
- 58-529 does not appear to contemplate changes in Tenant Uses in a Multi-Tenant / Multi-Use building structure. For example:
  1. Existing tenant (JNJ) desires to occupy the Signature Kitchens 2,500 sq. ft. warehouse area to expand the size of its moon bounce and party center. In the most literal interpretation, the current ordinance could find this to be a change of use and trigger a full blown site plan. The cost of this would be prohibitive and hence cause the property to become frozen in its current configuration.

## Analysis of 58-510 - Zoning Ordinance

- Should the Town Council find that Section 58-529 does apply, then we are required to file a modification to our existing site plan which was approved in 2002. The code states that *"minor modifications of an approved site plan will not require planning commission review pursuant to 58-510"*
- Section 58-510 states the following:

*After a final site plan has been approved, minor modifications, which comply with the spirit of this article and other provisions of this chapter and with the general purpose of the comprehensive plan for the development of the area, may be **approved by the town council without formal review when such modifications:***

- (1) Do not reduce or alter the percentage of land shown as grass or landscaped area under the original plan.*
- (2) Do not expand the **building size** or area of lot surface in active use.*
- (3) Do not reduce or change the efficiencies of the stormwater system.*
- (4) Meet all applicable state, federal and local guidelines for the use or design proposed.*

- Based upon our interpretation of the above zoning ordinance it seems clear that the Council can exercise its discretion and determine that because the roof line of the existing structure will not be changed, that we are not expanding the "building size". The City Planner has interpreted the phrase "Building Size" to mean any increase in the useable floor area of the building.
- The 2002 Site Plan documents the outline of the building which is not being altered.
- In 2011 the Town approved the building permit for enclosure of the existing juice bar area. This enclosure is approximately 700 sq. ft. of existing roof line. This building permit is identical in form and substance and did not require a formal site plan review or submission.
- The current structure has an existing roof & floor and I cannot possibly see how you can interpret the code to mean "building usable floor area". If the code intended to say this, then it would have been written that way.



**Analysis of 58-11**  
**Minimum off-Street Parking**

- Multi-Use / Multi-Tenant Parking Ordinance do not currently exist in the Town Ordinance:

**Sec. 58-11. - Minimum off-street parking.** 

There shall be provided that at the time of erection of any main building, or at the time any main building or its accessory uses is enlarged or the use changed, all provisions of article XIII shall be met along with minimum off-street parking space with adequate provision for entrance and exit by standard size automobiles, as follows:

- (1) In all residential districts there shall be provided, either in a private garage or on a lot, space for the parking of two automobiles for each dwelling unit located on such lot or parcel.
- (2) Lodging houses, motels and hotels shall provide, on the lot, parking space for one automobile for each accommodation.
- (3) For church, high school, college and university auditoriums, and for theaters, general auditoriums, stadiums and other similar places of assembly, at least one parking space for every five fixed seats provided in the building.
- (4) For hospitals, at least one parking space for each two beds' capacity, including infants' cribs and children's beds.
- (5) For medical and dental clinics, at least ten parking spaces. Three additional parking spaces shall be furnished for each doctor or dentist having offices in such clinic in excess of three doctors or dentists.
- (6) For apartments, at least 2.5 parking spaces for each individual sleeping or living unit.
- (7) For mortuaries and liquor stores, at least ten parking spaces.
- (8) For retail stores selling directly to the public, one parking space for each 200 square feet of retail floor space in the building.
- (9) Any other commercial building erected, converted or structurally altered after the effective date of the zoning ordinance of September 19, 1983, shall provide one parking space for each 200 square feet of business floor space in the building.
- (10) Parking space as required in this section shall be on the same lot with the main building; except that in the case of buildings other than dwellings, spaces may be located as far away as 600 feet. Every parcel of land used as a public parking area and motor vehicle ways, after the effective date of the zoning ordinance of September 19, 1983, shall be surfaced with asphalt or concrete. It shall have appropriate guards where needed as determined by the administrator. Any lights used to illuminate such parking areas shall be so arranged as to reflect the light away from adjoining premises in a residential district.
- (11) Reserved.

(Code 1989, § 12-11; Ord. of 3-19-1990; Res. of 4-2-1990; Res. of 6-4-1990; Ord. of 7-6-1998, § 1(12-11); Ord. of 6-2-2003; Ord. of 11-15-2011) **Cross reference**— Parking generally, § 46-81 et seq.

- Ordinances 58-11(9) provide a single parking standard for all Structures and do not seem to address the conditions surrounding our Property. Below are issues that may need to be addressed and clarified:
  - No provision exists for a property owner to submit a simple parking or restriping plan.
  - The current zoning ordinances appear to indicate that every change in Tenant Use will require a new site plan which is subject to the full review of the Planning Commission, Town Staff and Town Council. This seems cost prohibitive and an unnecessary administrative process. Further, the property owner would be required to upgrade the Site Plan to meet any new Ordinances.
  - The Standard being used for Sports Use Tenants is based upon Prince William County of 1 space per 250 sq. ft.
  - In a Multi-Use building, it can have Complimentary Tenant Uses which can lower the parking requirements and make these facilities less costly to operate.
  - In the last 3 1/2 years of operation, I would estimate the Parking Lot at our site during peak use is only 50% occupied. I would think that the parking standard for Sports Uses could be lowered due to Tenant mix having peak operating hours that are opposite that of Saddlery Liquidators and Signature Kitchens which occupy 50% of the Building.



TO: Town of Haymarket Town Council  
SUBJECT: FY 2015 Proposed Budget  
DATE: 06/05/14

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**ATTACHMENTS:**

- Budget for Advertising 05-19-2014 Detail (PDF)

**Town of Haymarket, Virginia  
Fiscal Year 2015 Proposed Budget**

| Fund                     | Function | Department | Object  | Obj Type | Description  |  | FY 2014<br>Adopted<br>Budget | FY 2014 Actuals<br>(Thru April 15) | Initial Staff<br>Budget FY 2015 |
|--------------------------|----------|------------|---------|----------|--|--|------------------------------|------------------------------------|---------------------------------|
| <b>REVENUE ACCOUNTS:</b> |          |            |         |          |  |  |                              |                                    |                                 |
| 100                      | 31       | 00311      | 3110101 | Revenue  | Real Estate - Current  |  | 291,032.00                   | 288,366.00                         | 292,415.00                      |
| 100                      | 31       | 00311      | 3110102 | Revenue  | Real Estate - Delinquent                                       |  | 0.00                         |                                    | 0.00                            |
| 100                      | 31       | 00311      | 3110201 | Revenue  | Public Service Corp - Real Estate - Current                    |  | 9,400.00                     | 8,815.00                           | 9,000.00                        |
| 100                      | 31       | 00311      | 3110301 | Revenue  | Personal Property - Current                                    |  | 25,000.00                    | 4,407.00                           | 0.00                            |
| 100                      | 31       | 00311      | 3110601 | Revenue  | Penalties - All Property Taxes                                 |  | 3,000.00                     | 296.00                             | 500.00                          |
| 100                      | 31       | 00311      | 3110602 | Revenue  | Interest - All Property Taxes                                  |  | 2,500.00                     | 968.00                             | 1,000.00                        |
| 100                      | 31       | 00312      | 3120101 | Revenue  | Local Sales and Use Tax  |  | 85,000.00                    | 56,937.00                          | 85,000.00                       |
| 100                      | 31       | 00312      | 3120201 | Revenue  | Consumer Utility Tax   |  | 100,000.00                   | 77,353.00                          | 100,000.00                      |
| 100                      | 31       | 00312      | 3120301 | Revenue  | Business License Tax   |  | 140,000.00                   | 59,064.00                          | 140,000.00                      |
| 100                      | 31       | 00312      | 3120501 | Revenue  | Motor Vehicle Licenses   |  | 750.00                       | 1,725.00                           | 1,000.00                        |
| 100                      | 31       | 00312      | 3120601 | Revenue  | Bank Stock Tax   |  | 18,000.00                    | 2,034.00                           | 22,000.00                       |
| 100                      | 31       | 00312      | 3120801 | Revenue  | Cigarette Tax  |  | 250,000.00                   | 133,800.00                         | 250,000.00                      |
| 100                      | 31       | 00312      | 3121101 | Revenue  | Meals Tax - Current  |  | 475,000.00                   | 353,424.00                         | 500,000.00                      |
| 100                      | 31       | 00312      | 3121601 | Revenue  | Communications Sales and Use Tax                               |  | 120,000.00                   | 84,031.00                          | 120,000.00                      |
| 100                      | 31       | 00313      | 3130304 | Revenue  | Application Fees   |  | 10,000.00                    | 1,407.00                           | 2,500.00                        |
| 100                      | 31       | 00313      | 3130308 | Revenue  | Inspection Fees  |  | 10,000.00                    | 18,320.00                          | 10,000.00                       |
| 100                      | 31       | 00313      | 3130323 | Revenue  | Occupancy Permits  |  | 2,000.00                     | 800.00                             | 600.00                          |
| 100                      | 31       | 00313      | 3130399 | Revenue  | Other Planning and Permits                                     |  | 23,000.00                    | 30,350.00                          | 25,000.00                       |
| 100                      | 31       | 00314      | 3140102 | Revenue  | Fines and Forfeitures  |  | 75,000.00                    | 79,298.00                          | 75,000.00                       |
| 100                      | 31       | 00315      | 3150101 | Revenue  | Interest on Bank Deposits                                      |  | 1,500.00                     | 468.00                             | 0.00                            |
| 100                      | 31       | 00315      | 3150201 | Revenue  | Rental Income - Town Hall Suite 110                            |  | 46,615.00                    | 33,108.00                          | 45,260.00                       |
| 100                      | 31       | 00315      | 3150202 | Revenue  | Rental Income - Town Hall Suite 200                            |  | 94,141.00                    | 62,635.00                          | 80,155.00                       |
| 100                      | 31       | 00315      | 3150203 | Revenue  | Rental Income - Town Hall Suite 204                            |  | 27,720.00                    | 22,597.00                          | 0.00                            |
| 100                      | 31       | 00315      | 3150204 | Revenue  | Rental Income - 15020 Wash St (Old Post Office )               |  | 32,000.00                    | 29,062.00                          | 40,700.00                       |
| 100                      | 31       | 00315      | 3150206 | Revenue  | Rental Income - Hulfish House                                  |  | 37,350.00                    | 26,139.00                          | 39,100.00                       |
| 100                      | 31       | 00315      | 3150207 | Revenue  | Rental Income - Town Hall                                      |  | 2,000.00                     | 3,075.00                           | 2,000.00                        |
| 100                      | 31       | 00316      | 3160301 | Revenue  | Charges for Law Enforcement and Traffic Control                |  | 300.00                       | 1,105.00                           | 1,000.00                        |
| 100                      | 31       | 00318      | 3189903 | Revenue  | Gifts and Donations  |  | 1,500.00                     | 10.00                              | 0.00                            |
| 100                      | 31       | 00318      | 3189905 | Revenue  | Sale of Salvage and Surplus Property                           |  | 1,000.00                     | 397.00                             | 500.00                          |
| 100                      | 31       | 00318      | 3189999 | Revenue  | Miscellaneous Revenue  |  | 0.00                         | 7,851.00                           | 0.00                            |
| 100                      | 31       | 00319      | 3190299 | Revenue  | Recovered Costs - Events                                       |  | 10,500.00                    | 6,294.00                           | 10,000.00                       |
| 100                      | 32       | 00322      | 3220103 | Revenue  | Rolling Stock Tax  |  | 1,450.00                     | 1,548.00                           | 1,500.00                        |
| 100                      | 32       | 00322      | 3220109 | Revenue  | Personal Property Tax Reimbursement                            |  | 18,627.00                    | 18,627.00                          | 18,630.00                       |
|                          |          |            |         |          | Car Rental Reimbursement                                       |  |                              | 1,571.00                           | 4,500.00                        |
| 100                      | 32       | 00324      | 3240103 | Revenue  | Assistance to Localities Operating Police Departments (HB 599) |  | 33,922.00                    | 21,276.00                          | 28,368.00                       |
| 100                      | 32       | 00324      | 3240104 | Revenue  | Disaster Recovery State Grant                                  |  |                              |                                    | 0.00                            |
| 100                      | 32       | 00324      | 3240201 | Revenue  | Fire Program Funds   |  | 8,000.00                     | 17,000.00                          | 8,000.00                        |
| 100                      | 32       | 00324      | 3240303 | Revenue  | DEQ State Grant  |  | 1,000.00                     | 0.00                               | 1,000.00                        |
| 100                      | 33       | 00333      | 3330101 | Revenue  | Ground Transportation Safety Grant (DMV)                       |  | 7,500.00                     | 6,932.00                           | 8,500.00                        |
| 100                      | 33       | 00333      | 3330110 | Revenue  | AG Asset Forfeiture Grant                                      |  | 30,000.00                    | 30,000.00                          | 0.00                            |

| Fund | Function | Department | Object  | Obj Type | Description                                 |  | FY 2014 Adopted Budget | FY 2014 Actuals (Thru April 15) | Initial Staff Budget FY 2015 |
|------|----------|------------|---------|----------|---|--|------------------------|---------------------------------|------------------------------|
| 100  | 34       | 00341      | 3410101 | Revenue  | Insurance Recovery                          |  |                        |                                 | 0.00                         |
| 100  | 34       | 00341      | 3410401 | Revenue  | Proceeds from Indebtedness - Bonds          |  |                        |                                 | 0.00                         |
| 100  | 34       | 00341      | 3410405 | Revenue  | Proceeds from Indebtedness - Capital Leases |  |                        |                                 | 0.00                         |
| 100  | 34       | 00341      | 3410510 | Revenue  | Transfer from Fund 300                      |  |                        |                                 | 0.00                         |
| 100  | 34       | 00341      | 3410599 | Revenue  | Use of Prior Year Fund Balance              |  |                        |                                 | 0.00                         |
| 100  | 34       | 00341      | 3410599 | Revenue  | Transfer of Cash Reserves                   |  |                        |                                 | 412,757.00                   |
|      |          |            |         |          |   |  |                        |                                 |                              |
| 300  | 31       | 00315      | 3150101 | Revenue  | Interest on Bank Deposits                   |  | 1,000.00               | 1,053.00                        | 0.00                         |
| 300  | 33       | 00333      | 3330203 | Revenue  | VDOT ISTEА/SАFETYLU Grant                   |  | 1,290,852.00           | 245,130.00                      | 590,479.00                   |
| 300  | 34       | 00341      | 3410530 | Revenue  | Transfer from Fund 100                      |  | 1,048,771.00           | 0.00                            | 0.00                         |
| 300  | 33       |            |         | Revenue  | Caboose Enhancement Grant                   |  |                        |                                 | 30,800.00                    |
| 300  | 33       |            |         | Revenue  | Connolley Funds                             |  |                        |                                 | 90,000.00                    |
|      |          |            |         |          |   |  |                        |                                 |                              |
|      |          |            |         |          | <b>Total Revenue Accounts</b>               |  | <b>\$4,335,430.00</b>  | <b>\$1,737,273.00</b>           | <b>\$3,047,264.00</b>        |

| Fund                         | Function | Department | Object  | Obj Type    | Description  |  | FY 2014<br>Adopted<br>Budget | FY 2014 Actuals<br>(Thru April 15) | Initial Staff<br>Budget FY 2015 |
|------------------------------|----------|------------|---------|-------------|--|--|------------------------------|------------------------------------|---------------------------------|
| <b>EXPENDITURE ACCOUNTS:</b> |          |            |         |             |  |  |                              |                                    |                                 |
| 100                          | 01       | 11100      |         |             | <b>Town Council</b>  |  |                              |                                    |                                 |
|                              |          |            | 4001100 | Expenditure | Salaries and Wages - Regular                               |  | 23,400.00                    | 25,850.00                          | 21,750.00                       |
|                              |          |            | 4002100 | Expenditure | FICA/Medicare  |  | 1,755.00                     | 1,977.53                           | 1,600.00                        |
|                              |          |            | 4002600 | Expenditure | Unemployment Insurance                                     |  | 0.00                         | 0.00                               | 1,000.00                        |
|                              |          |            | 4002700 | Expenditure | Worker's Compensation                                      |  | 0.00                         | 0.00                               | 0.00                            |
|                              |          |            | 4005510 | Expenditure | Mileage Allowance  |  | 1,500.00                     | 0.00                               | 1,500.00                        |
|                              |          |            | 4005530 | Expenditure | Meals and Lodging  |  | 2,000.00                     | 0.00                               | 2,500.00                        |
|                              |          |            | 4005540 | Expenditure | Convention and Education                                   |  | 1,000.00                     | 678.00                             | 3,000.00                        |
|                              |          |            | 4005550 | Expenditure | Town Council Elections                                     |  | 4,000.00                     | 0.00                               | 0.00                            |
|                              |          |            |         |             | <b>Town Council Total</b>                                  |  | <b>\$33,655.00</b>           | <b>\$28,505.53</b>                 | <b>\$31,350.00</b>              |
| 100                          | 01       | 12110      |         |             | <b>Town Administration</b>                                 |  |                              |                                    |                                 |
|                              |          |            | 4001100 | Expenditure | Salaries and Wages - Regular (Clerks & TM)                 |  | 160,440.00                   | 122,465.00                         | 164,430.00                      |
|                              |          |            | 4001200 | Expenditure | Salaries and Wages - Overtime                              |  | 8,000.00                     | 5,274.00                           | 8,000.00                        |
|                              |          |            | 4001300 | Expenditure | Salaries and Wages - Part Time ( Marchant, Holly & Denise) |  | 72,900.00                    | 48,281.00                          | 71,050.00                       |
|                              |          |            | 4002100 | Expenditure | FICA/Medicare  |  | 18,100.00                    | 14,150.00                          | 18,788.00                       |
|                              |          |            | 4002210 | Expenditure | VRS  |  | 13,646.00                    | 18,545.00                          | 12,000.00                       |
|                              |          |            | 4002300 | Expenditure | Health Insurance   |  | 34,232.00                    | 39,793.00                          | 30,550.00                       |
|                              |          |            | 4002400 | Expenditure | Life Insurance   |  | 0.00                         | 2,588.00                           | 1,000.00                        |
|                              |          |            | 4002500 | Expenditure | Disability Insurance                                       |  | 910.00                       | 886.00                             | 1,600.00                        |
|                              |          |            | 4002600 | Expenditure | Unemployment Insurance                                     |  | 2,500.00                     | 2,704.00                           | 1,975.00                        |
|                              |          |            | 4002700 | Expenditure | Workers' Compensation Insurance                            |  | 500.00                       | 503.00                             | 300.00                          |
|                              |          |            | 4002800 | Expenditure | Liability Insurance  |  | 12,000.00                    | 11,728.00                          | 9,000.00                        |
|                              |          |            | 4003120 | Expenditure | Accounting Services  |  | 20,100.00                    | 33,223.00                          | 55,000.00                       |
|                              |          |            | 4003130 | Expenditure | Other Contractual Services                                 |  | 0.00                         | 0.00                               | 0.00                            |
|                              |          |            | 4003131 | Expenditure | Cigarette Tax Administration                               |  | 7,500.00                     | 4,530.00                           | 6,000.00                        |
|                              |          |            | 4003320 | Expenditure | Maintenance Service Contracts                              |  | 1,500.00                     | 1,236.60                           |                                 |
|                              |          |            | 4003500 | Expenditure | Printing and Binding                                       |  | 5,000.00                     | 2,855.00                           | 5,700.00                        |
|                              |          |            | 4003600 | Expenditure | Advertising  |  | 13,000.00                    | 5,440.00                           | 10,000.00                       |
|                              |          |            | 4005140 | Expenditure | Computer, Internet, &Website Support & Services            |  | 0.00                         | 3,012.00                           | 19,400.00                       |
|                              |          |            | 4005210 | Expenditure | Postage  |  | 2,000.00                     | 1,221.00                           | 2,500.00                        |
|                              |          |            | 4005230 | Expenditure | Telecommunications   |  | 2,600.00                     | 2,184.00                           | 3,700.00                        |
|                              |          |            | 4005400 | Expenditure | Equipment Rental   |  | 1,600.00                     | 1,069.00                           |                                 |
|                              |          |            | 4005510 | Expenditure | Mileage Allowance  |  | 1,500.00                     | 1,030.00                           | 1,500.00                        |
|                              |          |            | 4005530 | Expenditure | Meals and Lodging  |  | 2,000.00                     | 403.00                             | 3,000.00                        |
|                              |          |            | 4005540 | Expenditure | Convention and Education                                   |  | 3,000.00                     | 2,525.00                           | 4,000.00                        |
|                              |          |            | 4005800 | Expenditure | Miscellaneous  |  | 1,000.00                     | 536.00                             | 0.00                            |
|                              |          |            | 4005810 | Expenditure | Books, Dues, and Subcriptions                              |  | 4,300.00                     | 3,066.00                           | 3,500.00                        |
|                              |          |            | 4006001 | Expenditure | Office Supplies  |  | 3,500.00                     | 2,717.00                           | 4,400.00                        |
|                              |          |            | 4006014 | Expenditure | Other Operating Supplies                                   |  | 0.00                         | 0.00                               | 0.00                            |
|                              |          |            | 4008101 | Expenditure | Capital Outlay - Machinery & Equipment                     |  | 0.00                         | 0.00                               | 21,000.00                       |
|                              |          |            | 4008102 | Expenditure | Capital Outlay - Furniture & Fixtures                      |  | 0.00                         | 0.00                               | 0.00                            |

| Fund | Function | Department | Object  | Obj Type    | Description  |  | FY 2014<br>Adopted<br>Budget | FY 2014 Actuals<br>(Thru April 15) | Initial Staff<br>Budget FY 2015 |
|------|----------|------------|---------|-------------|--|--|------------------------------|------------------------------------|---------------------------------|
|      |          |            | 4008105 | Expenditure | Capital Outlay - Motor Vehicles                      |  | 0.00                         | 0.00                               | 0.00                            |
|      |          |            |         |             | <b>Town Administration Total</b>                     |  | <b>\$391,828.00</b>          | <b>\$331,964.60</b>                | <b>\$458,393.00</b>             |
| 100  | 01       | 12210      |         |             | <b>Legal Services</b>                                |  |                              |                                    |                                 |
|      |          |            | 4003150 | Expenditure | Legal Services                                       |  | \$80,000.00                  | \$87,846.00                        | \$110,000.00                    |
| 100  | 01       | 12240      |         |             | <b>Independent Auditor</b>                           |  |                              |                                    |                                 |
|      |          |            | 4003120 | Expenditure | Auditing Services                                    |  | \$18,000.00                  | \$13,950.00                        | \$15,000.00                     |
| 100  | 03       | 31100      |         |             | <b>Police Department</b>                             |  |                              |                                    |                                 |
|      |          |            | 4001100 | Expenditure | Salaries and Wages - Regular                         |  | 340,512.00                   | 251,567.00                         | 348,544.00                      |
|      |          |            | 4001200 | Expenditure | Salaries and Wages - Overtime                        |  | 15,000.00                    | 11,042.00                          | 15,000.00                       |
|      |          |            | 4001300 | Expenditure | Salaries and Wages - Part Time (Reserve)             |  | 500.00                       | 0.00                               | 500.00                          |
|      |          |            | 4002100 | Expenditure | FICA/Medicare  |  | 30,100.00                    | 19,361.00                          | 28,154.00                       |
|      |          |            | 4002210 | Expenditure | VRS  |  | 30,000.00                    | 16,694.12                          | 21,500.00                       |
|      |          |            | 4002300 | Expenditure | Health Insurance                                     |  | 85,000.00                    | 55,346.43                          | 55,000.00                       |
|      |          |            | 4002400 | Expenditure | Life Insurance                                       |  | 4,802.00                     | 1,648.00                           | 5,000.00                        |
|      |          |            | 4002500 | Expenditure | Disability Insurance                                 |  | 2,450.00                     | 2,015.00                           | 3,200.00                        |
|      |          |            | 4002600 | Expenditure | Unemployment Insurance                               |  | 5,000.00                     | 1,504.00                           | 2,800.00                        |
|      |          |            | 4002700 | Expenditure | Workers' Compensation Insurance                      |  | 10,000.00                    | 9,966.00                           | 8,000.00                        |
|      |          |            | 4002800 | Expenditure | Line of Duty Act Insurance (LODA)                    |  | 2,500.00                     | 2,600.00                           | 2,000.00                        |
|      |          |            | 4003150 | Expenditure | Legal Services                                       |  | 14,500.00                    | 13,473.00                          | 15,500.00                       |
|      |          |            | 4003310 | Expenditure | Repairs and Maintenance Services                     |  | 2,025.00                     | 2,178.00                           | 2,000.00                        |
|      |          |            | 4003320 | Expenditure | Maintenance Service Contracts                        |  | 1,200.00                     | 6,182.00                           | 0.00                            |
|      |          |            | 4003600 | Expenditure | Advertising  |  | 500.00                       | 0.00                               | 250.00                          |
|      |          |            | 4005110 | Expenditure | Electrical Services                                  |  | 2,000.00                     | 3,659.00                           | 5,500.00                        |
|      |          |            | 4005120 | Expenditure | Heating Services                                     |  | 1,500.00                     | 0.00                               | 0.00                            |
|      |          |            | 4005140 | Expenditure | Computer, Internet & Website Support & Services      |  | 3,180.00                     | 3,505.00                           | 5,000.00                        |
|      |          |            | 4005210 | Expenditure | Postage  |  | 500.00                       | 203.00                             | 300.00                          |
|      |          |            | 4005230 | Expenditure | Telecommunications                                   |  | 4,700.00                     | 4,633.00                           | 5,900.00                        |
|      |          |            | 4005300 | Expenditure | General Property Insurance (Vehicles & Bldg)         |  | 11,000.00                    | 9,267.30                           | 8,000.00                        |
|      |          |            | 4005400 | Expenditure | Equipment Rental                                     |  | 500.00                       | 947.94                             | 0.00                            |
|      |          |            | 4005510 | Expenditure | Mileage Allowance                                    |  | 250.00                       | 43.00                              | 250.00                          |
|      |          |            | 4005530 | Expenditure | Meals and Lodging                                    |  | 250.00                       | 82.43                              | 500.00                          |
|      |          |            | 4005540 | Expenditure | Convention and Education                             |  | 1,000.00                     | 45.00                              | 500.00                          |
|      |          |            | 4005800 | Expenditure | Miscellaneous (discretionary)                        |  | 1,500.00                     | 271.66                             | 1,000.00                        |
|      |          |            | 4005810 | Expenditure | Books, Dues, and Subscriptions                       |  | 5,400.00                     | 4,175.00                           | 5,000.00                        |
|      |          |            | 4006001 | Expenditure | Office Supplies                                      |  | 3,375.00                     | 3,420.00                           | 3,500.00                        |
|      |          |            | 4006007 | Expenditure | Repair and Maintenance Supplies                      |  | 500.00                       | 106.25                             | 0.00                            |
|      |          |            | 4006008 | Expenditure | Vehicle and Powered Equipment Fuels                  |  | 25,000.00                    | 17,945.00                          | 25,000.00                       |
|      |          |            | 4006009 | Expenditure | Vehicle and Powered Equipment Supplies & Maintenance |  | 22,000.00                    | 11,220.00                          | 32,000.00                       |
|      |          |            | 4006010 | Expenditure | Uniforms & Police Supplies                           |  | 11,550.00                    | 5,217.00                           | 8,000.00                        |
|      |          |            | 4006014 | Expenditure | Other Operating Supplies                             |  |                              |                                    |                                 |
|      |          |            | 4006099 | Expenditure | Grant Expenditures                                   |  | 7,500.00                     | 538.72                             | 8,500.00                        |

| Fund | Function | Department | Object  | Obj Type    | Description  | FY 2014 Adopted Budget | FY 2014 Actuals (Thru April 15) | Initial Staff Budget FY 2015 |
|------|----------|------------|---------|-------------|--|------------------------|---------------------------------|------------------------------|
|      |          |            | 4008101 | Expenditure | Capital Outlay - Machinery & Equipment                       | 36,000.00              | 14,807.00                       | 10,000.00                    |
|      |          |            | 4008102 | Expenditure | Capital Outlay - Furniture & Fixtures                        | 0.00                   |                                 | 0.00                         |
|      |          |            | 4008105 | Expenditure | Capital Outlay - Motor Vehicles                              | 0.00                   |                                 | 0.00                         |
|      |          |            |         |             | <b>Police Department Total</b>                               | <b>\$681,794.00</b>    | <b>\$473,662.85</b>             | <b>\$626,398.00</b>          |
| 100  | 03       | 32100      |         |             | <b>Fire/Rescue</b>   |                        |                                 |                              |
|      |          |            | 4005600 | Expenditure | Contributions to Other Governmental Entities                 | \$8,000.00             | \$0.00                          | \$8,000.00                   |
| 100  | 03       | 34100      |         |             | <b>Building Official</b>                                     |                        |                                 |                              |
|      |          |            | 4003130 | Expenditure | Building Inspector Services                                  | \$55,000.00            | \$64,065.00                     | \$65,000.00                  |
|      |          |            |         |             | E&S Inspection Services                                      |                        |                                 |                              |
| 100  | 04       | 42300      |         |             | <b>Refuse Collection</b>                                     |                        |                                 |                              |
|      |          |            | 4003320 | Expenditure | Maintenance Service Contracts                                | \$67,000.00            | \$55,990.00                     | \$71,000.00                  |
| 100  | 04       | 43100      |         |             | <b>Maintenance of 15000 Washington Suite 100 and Grounds</b> |                        |                                 |                              |
|      |          |            | 4003310 | Expenditure | Repairs and Maintenance Services                             | 15,000.00              | 14,703.00                       | 20,500.00                    |
|      |          |            | 4003315 | Expenditure | Maintenance Service Contracts - Pest Control                 | 3,000.00               | 1,250.00                        | 2,000.00                     |
|      |          |            | 4003320 | Expenditure | Maintenance Service Contracts - Public Works                 | 15,100.00              | 12,750.00                       | 18,000.00                    |
|      |          |            | 4003321 | Expenditure | Maintenance Service Contracts - Landscaping                  | 15,000.00              | 8,058.00                        | 15,000.00                    |
|      |          |            | 4003322 | Expenditure | Maintenance Service Contracts - Snow Removal                 | 4,000.00               | 3,300.00                        | 4,000.00                     |
|      |          |            | 4003323 | Expenditure | Maintenance Service Contracts - Street Cleaning              | 11,100.00              | 6,833.00                        | 10,500.00                    |
|      |          |            | 4005110 | Expenditure | Electrical Services  | 3,500.00               | 2,301.00                        | 3,500.00                     |
|      |          |            | 4005111 | Expenditure | Electrical Services - Streetlights                           | 2,600.00               | 1,873.00                        | 2,600.00                     |
|      |          |            | 4005130 | Expenditure | Water and Sewer Services                                     | 350.00                 | 295.00                          | 400.00                       |
|      |          |            | 4005140 | Expenditure | Internet Services Provider                                   | 12,000.00              | 12,205.00                       | 0.00                         |
|      |          |            | 4005300 | Expenditure | General Property Insurance                                   | 1,701.00               | 1,800.33                        | 2,800.00                     |
|      |          |            | 4005800 | Expenditure | Miscellaneous  | 0.00                   | 0.00                            | 0.00                         |
|      |          |            | 4006005 | Expenditure | Janitorial Supplies  | 1,000.00               | 545.00                          | 1,000.00                     |
|      |          |            | 4006007 | Expenditure | Repair and Maintenance Supplies                              | 0.00                   | 0.00                            | 0.00                         |
|      |          |            | 4008101 | Expenditure | Capital Outlay - Machinery & Equipment                       | 0.00                   | 0.00                            | 0.00                         |
|      |          |            | 4008102 | Expenditure | Capital Outlay - Furniture & Fixtures                        | 0.00                   | 0.00                            | 0.00                         |
|      |          |            | 4008109 | Expenditure | Capital Outlay - Major Building Repairs                      | 30,000.00              | 25,022.79                       | 0.00                         |
|      |          |            |         |             | <b>Maintenance of General Buildings and Grounds Total</b>    | <b>\$114,351.00</b>    | <b>\$90,936.12</b>              | <b>\$80,300.00</b>           |
| 100  | 04       | 43201      |         |             | <b>Rental Property - Town Hall Suite 110</b>                 |                        |                                 |                              |
|      |          |            | 4003310 | Expenditure | Repairs and Maintenance Services                             | 1,000.00               | 349.00                          | 2,000.00                     |
|      |          |            | 4005110 | Expenditure | Electrical Services  | 3,500.00               | 2,294.00                        | 3,000.00                     |
|      |          |            | 4005130 | Expenditure | Water and Sewer Services                                     | 350.00                 | 295.00                          | 400.00                       |
|      |          |            | 4005300 | Expenditure | General Property Insurance                                   | 810.00                 | 857.00                          | 500.00                       |
|      |          |            | 4005599 | Expenditure | Real Property Taxes  | 463.00                 | 210.00                          | 500.00                       |
|      |          |            | 4006007 | Expenditure | Repair and Maintenance Supplies                              | 500.00                 | 0.00                            | 750.00                       |
|      |          |            |         |             | <b>Town Hall Suite 110 Total</b>                             | <b>\$6,623.00</b>      | <b>\$4,005.00</b>               | <b>\$7,150.00</b>            |



| Fund | Function | Department | Object  | Obj Type    | Description   |  | FY 2014<br>Adopted<br>Budget | FY 2014 Actuals<br>(Thru April 15) | Initial Staff<br>Budget FY 2015 |
|------|----------|------------|---------|-------------|---|--|------------------------------|------------------------------------|---------------------------------|
| 100  | 04       | 43202      |         |             | <b>Rental Property - Town Hall Suite 200</b>              |  |                              |                                    |                                 |
|      |          |            | 4003310 | Expenditure | Repairs and Maintenance Services                          |  | 1,000.00                     | 591.00                             | 1,000.00                        |
|      |          |            | 4005110 | Expenditure | Electrical Services                                       |  | 3,500.00                     | 2,294.00                           | 3,000.00                        |
|      |          |            | 4005130 | Expenditure | Water and Sewer Services                                  |  | 350.00                       | 295.00                             | 400.00                          |
|      |          |            | 4005300 | Expenditure | General Property Insurance                                |  | 810.00                       | 857.00                             | 500.00                          |
|      |          |            | 4005599 | Expenditure | Real Property Taxes                                       |  | 1,060.00                     | 0.00                               | 1,000.00                        |
|      |          |            | 4006007 | Expenditure | Repair and Maintenance Supplies                           |  | 500.00                       | 0.00                               | 500.00                          |
|      |          |            |         |             | <b>Town Hall Suite 200 Total</b>                          |  | <b>\$7,220.00</b>            | <b>\$4,037.00</b>                  | <b>\$6,400.00</b>               |
| 100  | 04       | 43203      |         |             | <b>Rental Property - Town Hall Suite 204</b>              |  |                              |                                    |                                 |
|      |          |            | 4003310 | Expenditure | Repairs and Maintenance Services                          |  | 1,000.00                     | 0.00                               | 1,000.00                        |
|      |          |            | 4005110 | Expenditure | Electrical Services                                       |  | 3,500.00                     | 2,294.00                           | 3,000.00                        |
|      |          |            | 4005130 | Expenditure | Water and Sewer Services                                  |  | 350.00                       | 295.00                             | 400.00                          |
|      |          |            | 4005300 | Expenditure | General Property Insurance                                |  | 810.00                       | 857.00                             | 500.00                          |
|      |          |            | 4005599 | Expenditure | Real Property Taxes                                       |  | 305.00                       | 71.00                              | 150.00                          |
|      |          |            | 4006007 | Expenditure | Repair and Maintenance Supplies                           |  | 500.00                       | 0.00                               | 500.00                          |
|      |          |            |         |             | <b>Town Hall Suite 204 Total</b>                          |  | <b>\$6,465.00</b>            | <b>\$3,517.00</b>                  | <b>\$5,550.00</b>               |
| 100  | 04       | 43204      |         |             | <b>Rental Property - 15020 Wash St (Old Post Office )</b> |  |                              |                                    |                                 |
|      |          |            | 4003310 | Expenditure | Repairs and Maintenance Services                          |  | 1,000.00                     | 976.00                             | 1,000.00                        |
|      |          |            | 4005130 | Expenditure | Water/Sewer   |  | 350.00                       | 16.00                              | 0.00                            |
|      |          |            | 4005300 | Expenditure | General Property Insurance                                |  | 486.00                       | 514.00                             | 500.00                          |
|      |          |            | 4005599 | Expenditure | Real Property Taxes                                       |  | 1,000.00                     | 282.00                             | 1,000.00                        |
|      |          |            | 4006007 | Expenditure | Repair and Maintenance Supplies                           |  | 500.00                       | 33.00                              | 500.00                          |
|      |          |            |         |             | <b>Old Post Office Total</b>                              |  | <b>\$3,336.00</b>            | <b>\$1,821.00</b>                  | <b>\$3,000.00</b>               |
| 100  | 04       | 43205      |         |             | <b>Rental Property - 15026 Wash St</b>                    |  |                              |                                    |                                 |
|      |          |            | 4003310 | Expenditure | Repairs and Maintenance Services                          |  | 2,500.00                     | 546.00                             | 0.00                            |
|      |          |            | 4005110 | Expenditure | Electrical Services                                       |  | 4,000.00                     | 0.00                               | 0.00                            |
|      |          |            | 4005130 | Expenditure | Water and Sewer Services                                  |  | 350.00                       | 95.56                              | 0.00                            |
|      |          |            | 4005300 | Expenditure | General Property Insurance                                |  | 810.00                       | 600.00                             | 0.00                            |
|      |          |            | 4005599 | Expenditure | Real Property Taxes                                       |  | 0.00                         | 177.00                             | 0.00                            |
|      |          |            | 4006007 | Expenditure | Repair and Maintenance Supplies                           |  | 1,000.00                     | 0.00                               | 0.00                            |
|      |          |            |         |             | <b>15026 Washington St. Total</b>                         |  | <b>\$8,660.00</b>            | <b>\$1,418.56</b>                  | <b>\$0.00</b>                   |
| 100  | 04       | 43206      |         |             | <b>Rental Property - Hulfish House</b>                    |  |                              |                                    |                                 |
|      |          |            | 4003310 | Expenditure | Repairs and Maintenance Services                          |  | 1,000.00                     | 621.23                             | 1,000.00                        |
|      |          |            | 4005130 | Expenditure | Water and Sewer Services                                  |  | 350.00                       | 0.00                               | 0.00                            |
|      |          |            | 4005300 | Expenditure | General Property Insurance                                |  | 570.00                       | 600.00                             | 500.00                          |
|      |          |            | 4005599 | Expenditure | Real Property Taxes                                       |  | 232.00                       | 177.00                             | 400.00                          |
|      |          |            | 4006007 | Expenditure | Repair and Maintenance Supplies                           |  | 500.00                       | 0.00                               | 500.00                          |
|      |          |            |         |             | <b>Hulfish House Total</b>                                |  | <b>\$2,652.00</b>            | <b>\$1,398.23</b>                  | <b>\$2,400.00</b>               |
|      |          |            |         |             | <b>Rental Property - 14710 Washington Street</b>          |  |                              |                                    |                                 |

| Fund | Function | Department | Object  | Obj Type    | Description  |  | FY 2014 Adopted Budget | FY 2014 Actuals (Thru April 15) | Initial Staff Budget FY 2015 |
|------|----------|------------|---------|-------------|--|--|------------------------|---------------------------------|------------------------------|
| 100  | 4        | 71110      | 4003310 | Expenditure | Repairs and Maintenance Services                               |  | 0.00                   | 716.00                          | 1,000.00                     |
|      |          |            | 4005110 | Expenditure | Electrical Services  |  | 0.00                   | 473.00                          | 1,000.00                     |
|      |          |            | 4005130 | Expenditure | Water and Sewer Services                                       |  | 0.00                   | 0.00                            | 0.00                         |
|      |          |            |         | Expenditure | Gas Services   |  | 0.00                   | 1,004.00                        | 1,000.00                     |
|      |          |            | 4005300 | Expenditure | General Property Insurance                                     |  | 0.00                   | 1,028.00                        | 500.00                       |
|      |          |            | 4005599 | Expenditure | Real Property Taxes  |  | 0.00                   | 0.00                            | 0.00                         |
|      |          |            | 4006007 | Expenditure | Repair and Maintenance Supplies                                |  | 0.00                   | 0.00                            | 500.00                       |
|      |          |            |         |             | <b>14710 Washington Street Total</b>                           |  | <b>\$0.00</b>          | <b>\$3,221.00</b>               | <b>\$4,000.00</b>            |
|      |          |            |         |             | <b>Rental Property - 14740 Washington Street (Food Pantry)</b> |  |                        |                                 |                              |
| 100  | 4        | 71120      | 4003310 | Expenditure | Repairs and Maintenance Services                               |  | 0.00                   | 716.00                          | 1,000.00                     |
|      |          |            | 4005110 | Expenditure | Electrical Services  |  | 0.00                   | 450.77                          | 0.00                         |
|      |          |            | 4005130 | Expenditure | Water and Sewer Services                                       |  | 0.00                   | 0.00                            | 0.00                         |
|      |          |            | 4005300 | Expenditure | General Property Insurance                                     |  | 0.00                   | 1,028.00                        | 500.00                       |
|      |          |            | 4005599 | Expenditure | Real Property Taxes  |  | 0.00                   | 0.00                            | 0.00                         |
|      |          |            | 4006007 | Expenditure | Repair and Maintenance Supplies                                |  | 0.00                   | 0.00                            | 500.00                       |
|      |          |            |         |             | <b>14710 Washington Street Total</b>                           |  | <b>\$0.00</b>          | <b>\$2,194.77</b>               | <b>\$2,000.00</b>            |
| 100  | 07       | 72200      |         |             | <b>Special Events</b>  |  |                        |                                 |                              |
|      |          |            | 4003130 | Expenditure | Other Contractual Services                                     |  | 7,500.00               | 5,165.00                        | 7,500.00                     |
|      |          |            | 4006014 | Expenditure | Other Operating Supplies                                       |  |                        |                                 | 0.00                         |
|      |          |            |         |             | <b>Special Events Total</b>                                    |  | <b>\$7,500.00</b>      | <b>\$5,165.00</b>               | <b>\$7,500.00</b>            |
| 100  | 08       | 81100      |         |             | <b>Museum</b>  |  |                        |                                 |                              |
|      |          |            | 4001300 | Expenditure | Salaries and Wages - Part Time                                 |  | 12,000.00              | 10,633.00                       | 20,300.00                    |
|      |          |            | 4002100 | Expenditure | FICA/Medicare  |  | 1,074.00               | 777.00                          | 1,500.00                     |
|      |          |            | 4002210 | Expenditure | VRS  |  |                        |                                 | 1,300.00                     |
|      |          |            | 4002300 | Expenditure | Health Insurance   |  |                        |                                 | 3,450.00                     |
|      |          |            | 4002400 | Expenditure | Life Insurance   |  |                        |                                 | 120.00                       |
|      |          |            | 4002500 | Expenditure | Disability Insurance   |  |                        |                                 | 225.00                       |
|      |          |            | 4002600 | Expenditure | Unemployment Insurance   |  |                        |                                 | 200.00                       |
|      |          |            | 4002700 | Expenditure | Workers' Compensation Insurance                                |  |                        |                                 | 25.00                        |
|      |          |            | 4003130 | Expenditure | Other Contractual Services                                     |  | 3,000.00               | 315.00                          | 0.00                         |
|      |          |            | 4003310 | Expenditure | Repairs and Maintenance Services                               |  | 4,000.00               | 3,726.00                        | 2,000.00                     |
|      |          |            | 4003320 | Expenditure | Maintenance Service Contracts                                  |  | 720.00                 | 70.00                           | 0.00                         |
|      |          |            | 4003600 | Expenditure | Advertising  |  | 3,000.00               | 365.00                          | 1,500.00                     |
|      |          |            | 4005110 | Expenditure | Electrical Services  |  | 1,200.00               | 414.00                          | 900.00                       |
|      |          |            | 4005120 | Expenditure | Heating Services   |  | 2,500.00               | 823.00                          | 1,200.00                     |
|      |          |            | 4005130 | Expenditure | Water and Sewer Services                                       |  | 500.00                 | 78.93                           | 300.00                       |
|      |          |            | 4005210 | Expenditure | Postage  |  | 100.00                 | 0.00                            | 100.00                       |
|      |          |            | 4005230 | Expenditure | Telecommunications   |  | 1,500.00               | 1,864.00                        | 2,200.00                     |
|      |          |            | 4005300 | Expenditure | General Property Insurance                                     |  | 1,135.00               | 1,200.22                        | 500.00                       |
|      |          |            | 4005540 | Expenditure | Convention and Education                                       |  | 0.00                   | 0.00                            | 500.00                       |
|      |          |            | 4005510 | Expenditure | Mileage Allowance  |  | 0.00                   | 0.00                            | 100.00                       |

Attachment: Budget for Advertising 05-19-2014 Detail (1886 : FY 2015 Proposed Budget)

| Fund | Function | Department | Object  | Obj Type    | Description                            |  | FY 2014<br>Adopted<br>Budget | FY 2014 Actuals<br>(Thru April 15) | Initial Staff<br>Budget FY 2015 |
|------|----------|------------|---------|-------------|--|--|------------------------------|------------------------------------|---------------------------------|
|      |          |            | 4005800 | Expenditure | Miscellaneous                          |  | 1,500.00                     | 242.00                             | 0.00                            |
|      |          |            | 4005810 | Expenditure | Books, Dues, and Subscriptions         |  | 1,000.00                     | 135.00                             | 500.00                          |
|      |          |            | 4006001 | Expenditure | Office Supplies                        |  | 500.00                       | 437.37                             | 500.00                          |
|      |          |            | 4006005 | Expenditure | Janitorial Supplies                    |  | 250.00                       | 61.72                              | 0.00                            |
|      |          |            | 4006007 | Expenditure | Repair and Maintenance Supplies        |  | 1,000.00                     | 82.13                              | 500.00                          |
|      |          |            | 4006014 | Expenditure | Exhibits & Programs                    |  | 0.00                         | 0.00                               | 2,000.00                        |
|      |          |            | 4008101 | Expenditure | Capital Outlay - Machinery & Equipment |  | 0.00                         | 0.00                               | 0.00                            |
|      |          |            | 4008102 | Expenditure | Capital Outlay - Furniture & Fixtures  |  | 0.00                         | 0.00                               | 0.00                            |
|      |          |            |         |             | <b>Museum Total</b>                    |  | <b>\$34,979.00</b>           | <b>\$21,224.37</b>                 | <b>\$39,920.00</b>              |
|      |          |            |         |             |  |  |                              |                                    |                                 |
| 100  | 08       | 81110      |         |             | <b>Planning Commission</b>             |  |                              |                                    |                                 |
|      |          |            | 4001100 | Expenditure | Salaries and Wages - Regular           |  | 5,000.00                     | 2,675.00                           | 5,000.00                        |
|      |          |            | 4002100 | Expenditure | FICA/Medicare                          |  | 300.00                       | 200.00                             | 300.00                          |
|      |          |            | 4003130 | Expenditure | Consultants                            |  | 0.00                         | 0.00                               | 30,000.00                       |
|      |          |            | 4005510 | Expenditure | Mileage Allowance                      |  | 1,500.00                     | 0.00                               | 1,000.00                        |
|      |          |            | 4005530 | Expenditure | Meals and Lodging                      |  | 2,000.00                     | 0.00                               | 1,500.00                        |
|      |          |            | 4005540 | Expenditure | Convention and Education               |  | 1,000.00                     | 0.00                               | 2,000.00                        |
|      |          |            | 4005810 | Expenditure | Books, Dues, and Subscriptions         |  | 0.00                         | 0.00                               | 750.00                          |
|      |          |            |         |             | <b>Planning Commission Total</b>       |  | <b>\$9,800.00</b>            | <b>\$2,875.00</b>                  | <b>\$40,550.00</b>              |
|      |          |            |         |             |  |  |                              |                                    |                                 |
| 100  | 08       | 81120      |         |             | <b>Architectural Review Board</b>      |  |                              |                                    |                                 |
|      |          |            | 4001100 | Expenditure | Salaries and Wages - Regular           |  | 3,780.00                     | 2,730.00                           | 3,750.00                        |
|      |          |            | 4002100 | Expenditure | FICA/Medicare                          |  | 284.00                       | 190.00                             | 300.00                          |
|      |          |            | 4005510 | Expenditure | Mileage Allowance                      |  | 1,500.00                     | 0.00                               | 1,000.00                        |
|      |          |            | 4005530 | Expenditure | Meals and Lodging                      |  | 2,000.00                     | 0.00                               | 1,000.00                        |
|      |          |            | 4005540 | Expenditure | Convention and Education               |  | 1,000.00                     | 0.00                               | 1,000.00                        |
|      |          |            | 4005810 | Expenditure | Books, Dues, and Subscriptions         |  | 0.00                         | 0.00                               | 500.00                          |
|      |          |            |         |             | <b>ARB Total</b>                       |  | <b>\$8,564.00</b>            | <b>\$2,920.00</b>                  | <b>\$7,550.00</b>               |
|      |          |            |         |             |  |  |                              |                                    |                                 |
|      |          |            |         |             | <b>Nondepartmental</b>                 |  |                              |                                    |                                 |
| 100  | 09       | 91000      | 4009530 | Expenditure | Transfer to Fund 300                   |  | 0.00                         | 0.00                               | 0.00                            |
|      |          |            |         |             |  |  |                              |                                    |                                 |
| 100  | 09       |            |         |             | <b>Debt Service</b>                    |  |                              |                                    |                                 |
|      |          |            | 4009110 | Expenditure | 2004A Bond Principal                   |  | 12,700.00                    | 10,549.00                          | 0.00                            |
|      |          |            | 4009111 | Expenditure | 2004A Bond Interest                    |  | 6,065.00                     | 5,085.00                           | 0.00                            |
|      |          |            | 4009112 | Expenditure | 2004B Bond Principal                   |  | 17,260.00                    | 14,312.00                          | 0.00                            |
|      |          |            | 4009113 | Expenditure | 2004B Bond Interest                    |  | 30,781.00                    | 12,584.00                          | 0.00                            |
|      |          |            | 4009114 | Expenditure | 2004C Bond Principal                   |  | 30,551.00                    | 25,347.00                          | 0.00                            |
|      |          |            | 4009115 | Expenditure | 2004C Bond Interest                    |  | 15,763.00                    | 13,246.00                          | 0.00                            |
|      |          |            | 4009116 | Expenditure | 2005 Bond Principal                    |  | 75,000.00                    | 75,000.00                          | 0.00                            |
|      |          |            | 4009117 | Expenditure | 2005 Bond Interest                     |  | 37,733.00                    | 26,606.00                          | 0.00                            |
|      |          |            | 4009199 | Expenditure | Bond Administration Fees               |  | 0.00                         | 0.00                               | 0.00                            |
|      |          |            | 4009210 | Expenditure | 2014 General Obligation Bond           |  | 21,794.00                    | 28,901.00                          | 196,818.00                      |
|      |          |            |         |             | <b>Debt Service Total</b>              |  | <b>\$247,647.00</b>          | <b>\$211,630.00</b>                | <b>\$196,818.00</b>             |

| Fund | Function | Department | Object  | Obj Type    | Description                                |  | FY 2014 Adopted Budget | FY 2014 Actuals (Thru April 15) | Initial Staff Budget FY 2015 |
|------|----------|------------|---------|-------------|--|--|------------------------|---------------------------------|------------------------------|
|      |          |            |         |             | <b>Washington Street Enhancement</b>       |  |                        |                                 |                              |
| 300  | 08       | 94100      | 4008201 | Expenditure | Beautification                             |  | 0.00                   | 0.00                            | 12,000.00                    |
|      |          |            | 4008202 | Expenditure | Maintenance                                |  | 0.00                   | 0.00                            | 18,000.00                    |
|      |          |            | 4008203 | Expenditure | VDOT Administration Fees                   |  | 0.00                   | 0.00                            | 0.00                         |
|      |          |            | 4008204 | Expenditure | Construction                               |  | 2,319,623.00           | 264,961.00                      | 752,410.00                   |
|      |          |            |         |             | <b>Washington Street Enhancement Total</b> |  | <b>\$2,319,623.00</b>  | <b>\$264,961.00</b>             | <b>\$782,410.00</b>          |
|      |          |            |         |             |  |  |                        |                                 |                              |
| 300  | 08       | 94101      |         |             | <b>Caboose Enhancement Project</b>         |  |                        |                                 |                              |
|      |          |            | 4008201 | Expenditure | Architectural and Engineering Fees         |  | 0.00                   | 0.00                            | 0.00                         |
|      |          |            | 4008202 | Expenditure | Permits and Fees                           |  | 0.00                   | 0.00                            | 0.00                         |
|      |          |            | 4008203 | Expenditure | VDOT Administration Fees                   |  | 0.00                   | 0.00                            | 0.00                         |
|      |          |            | 4008204 | Expenditure | Construction                               |  | 42,000.00              | 2,450.00                        | 38,500.00                    |
|      |          |            |         |             | <b>Caboose Enhancement Total</b>           |  | <b>\$42,000.00</b>     | <b>\$2,450.00</b>               | <b>\$38,500.00</b>           |
|      |          |            |         |             |  |  |                        |                                 |                              |
| 300  | 08       | 94102      |         |             | <b>Town Center Master Plan</b>             |  |                        |                                 |                              |
|      |          |            | 4008201 | Expenditure | Architectural and Engineering Fees         |  | 0.00                   | 0.00                            | 100,000.00                   |
|      |          |            | 4008202 | Expenditure | Permits and Fees                           |  | 0.00                   | 0.00                            | 0.00                         |
|      |          |            | 4008203 | Expenditure | VDOT Administration Fees                   |  | 0.00                   | 0.00                            | 0.00                         |
|      |          |            | 4008204 | Expenditure | Construction                               |  | 0.00                   | 0.00                            | 150,000.00                   |
|      |          |            |         |             | <b>Town Center Master Plan</b>             |  | <b>\$0.00</b>          | <b>\$0.00</b>                   | <b>\$250,000.00</b>          |
|      |          |            |         |             |  |  |                        |                                 |                              |
| 300  | 8        | 94104      |         |             | <b>Harrover Master Plan</b>                |  |                        |                                 |                              |
|      |          |            | 4008201 | Expenditure | Drafting of Concept Plan                   |  | 0.00                   | 0.00                            | 15,000.00                    |
|      |          |            |         |             | <b>Harrover Master Plan</b>                |  | <b>\$0.00</b>          | <b>\$0.00</b>                   | <b>\$15,000.00</b>           |
|      |          |            |         |             |  |  |                        |                                 |                              |
| 300  | 08       | 94103      |         |             | <b>Pedestrian Improvement Project</b>      |  |                        |                                 |                              |
|      |          |            | 4008201 | Expenditure | Architectural and Engineering Fees         |  | 0.00                   | 0.00                            | 90,000.00                    |
|      |          |            | 4008202 | Expenditure | Permits and Fees                           |  | 0.00                   | 0.00                            | 0.00                         |
|      |          |            | 4008203 | Expenditure | VDOT Administration Fees                   |  | 0.00                   | 0.00                            | 0.00                         |
|      |          |            | 4008204 | Expenditure | Construction                               |  | 0.00                   | 0.00                            | 0.00                         |
|      |          |            |         |             | <b>Pedestrian Improvement Grant Total</b>  |  | <b>\$0.00</b>          | <b>\$0.00</b>                   | <b>\$90,000.00</b>           |
|      |          |            |         |             |  |  |                        |                                 |                              |
| 300  | 09       | 91000      |         |             | <b>Nondepartmental</b>                     |  |                        |                                 |                              |
|      |          |            |         | Expenditure | Street Scape Capital Reserves              |  | 135,233.00             | 0.00                            | 0.00                         |
|      |          |            |         | Expenditure | General Reserves                           |  | 45,500.00              | 0.00                            | 83,075.00                    |
|      |          |            |         |             | <b>Total Expenditure Budget</b>            |  | <b>4,335,430.00</b>    | <b>\$1,677,563.26</b>           | <b>\$3,047,264.00</b>        |
|      |          |            |         |             |  |  |                        |                                 |                              |
|      |          |            |         |             | <b>Net budgeted surplus/deficit</b>        |  | <b>\$0.00</b>          | <b>\$59,709.75</b>              | <b>\$0.00</b>                |

**TAX RATES IN SUPPORT OF THE BUDGET**

Real Estate Tax Rate  
 Business Tangible Personal Property Tax

\$.139/\$100 Valued Assessment  
 \$.60/\$100 Valued Assessment

| Fund | Function | Department | Object | Obj Type | Description  |  | FY 2014 Adopted Budget   | FY 2014 Actuals (Thru April 15) | Initial Staff Budget FY 2015 |
|------|----------|------------|--------|----------|--|--|--|---------------------------------|------------------------------|
|      |          |            |        |          | Cigarette Tax  |  | \$ .75/Pack  |                                 |                              |
|      |          |            |        |          | Prepared Food & Beverage Tax (Meals Tax)   |  | 4%   |                                 |                              |
|      |          |            |        |          | Utility Tax for the Consumption of Natural Gas (Residential)                                     |  | \$1.50 minimum charge + \$.75/CCF not to exceed \$3.00/month   |                                 |                              |
|      |          |            |        |          | Utility Tax for the Consumption of Natural Gas (Non-Residential)                                 |  | \$3.00 minimum charge + \$.675/CCF not to exceed \$100/month   |                                 |                              |
|      |          |            |        |          | Utility Tax for the Usage of Telecommunications & for the Usage of Electricity (Residential)     |  | 20% of the monthly charge with a \$3.00 maximum charge   |                                 |                              |
|      |          |            |        |          | Utility Tax for the Usage of Telecommunications & for the Usage of Electricity (Non-Residential) |  | 20% of the monthly charge with a \$100.00 maximum charge   |                                 |                              |
|      |          |            |        |          | Business Professional & Occupational License Tax (Gross Receipts)                                |  | Contractors: \$.15/\$100 GR; Wholesale: \$.05/purchases; Retail Merchant, Repair Services, Personal Services, Business Service, Restaurants, Public Service Corporations: \$.10/\$100 GR; Professional, Real Estate, & Financial Services \$.30/\$100 GR |                                 |                              |



TO: Town of Haymarket Town Council  
SUBJECT: Enter into Closed Session  
DATE: 06/05/14

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The Virginia State Code allows for government entities to enter into closed session discussions for specific purposes outlined in VA §2.2-3711. The Haymarket Town Council will enter into closed session discussions this evening for the following purpose:



TO: Town of Haymarket Town Council  
SUBJECT: Certification of Closed Session  
DATE: 06/05/14

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§ 2.2-3712. Closed meetings procedures; certification of proceedings.

Certification: To the best of each member's knowledge (i) only public business matters lawfully exempted from open meeting requirements under this chapter and (ii) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the meeting by the public body.