



TOWN OF HAYMARKET TOWN COUNCIL
REGULAR MEETING
~ AGENDA ~

Shelley M. Kozlowski, Clerk of Council
<http://www.townofhaymarket.org/>

15000 Washington St
Haymarket, VA 20169

Monday, April 1, 2019

7:00 PM

Council Chambers

I. Call to Order

II. Pledge of Allegiance - Alvey Elementary School Cub Scouts

III. Invocation - Pastor Mark Brady, Park Valley Church

IV. Minutes Approval

1. Mayor and Council - Work Session - Mar 4, 2019 6:00 PM
2. Mayor and Council - Regular Meeting - Mar 4, 2019 7:00 PM

V. Department Reports

1. Administrative Staff Reports - Shelley Kozlowski, Clerk of Council/Office Manager
2. Police Department Report - Chief Kevin Lands

VI. Citizen's Time

1. Citizen's Letter

VII. Agenda Items

1. Washington Street Crepe Myrtles
2. Painting Bids for Town Rental Properties
3. Computer at the Dais
4. Town Center Bid Report
5. Draft CIP
6. Proposed Public Hearing Dates
7. 2019-2020 Budget Draft

VIII. Board of Zoning Appeals Board Member Vacancy

IX. Updates

1. Planning Commission
2. Architectural Review Board

X. Councilmember Time

1. Steve Shannon
2. Connor Leake
3. Madhu Panthi
4. Susan Edwards
5. Bond Cavazos
6. Robert Day
7. David Leake

XI. Adjournment



TOWN OF HAYMARKET TOWN COUNCIL

WORK SESSION
~ MINUTES ~

Shelley M. Kozlowski, Clerk of Council
<http://www.townofhaymarket.org/>

15000 Washington St
Haymarket, VA 20169

Monday, March 4, 2019

6:00 PM

Council Chambers

A Work Session of the Mayor and Council of the Town of Haymarket, VA, was held this evening in the Board Room, commencing at 6:00 PM.

Mayor David Leake called the meeting to order.

I. Call to Order

Vice Mayor Susan Edwards: Present, Councilman Robert Day: Present, Councilman Connor Leake: Present, Councilman Madhusudan Panthi: Present, Councilwoman Bond Cavazos: Present (6:04 PM), Councilman Steve Shannon: Present, Mayor David Leake: Present.

II. Agenda Items

1. Town Council Pay Structure Policies

The Council discuss revisions and adjustments to the Town Council Pay Structure Policy for board and committee meetings. Discussion also ensues regarding utilizing some of the work sessions to focus on finance and budget.

2. Playground Proposal

Town Planner, Emily Lockhart, states that she has not received anymore feedback from the vendors. Thoughts on the time frame, equipment, fence, colors and funding are shared.

3. Computers for the Dais

Town Office Manager, Shelley Kozlowski, states that the town staff has been looking into computers for the dais for a more cost effective and environmentally friendly option for monthly meetings. Council directs staff to bring back a cost analysis to share at the next Council meetings.

4. Street Tree Discussion - Crepe Myrtles

Ms. Lockhart states that the Hawthorne trees along Washington Street are in disrepair and many have had to be removed. She adds that a Crepe Myrtle could be another option in their place. Council directs staff to send this to the Planning Commission and Architectural Review Board for their review.

III. Adjournment

1. Motion to Adjourn

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Susan Edwards, Vice Mayor
SECONDER:	Steve Shannon, Councilman
AYES:	Edwards, Day, Leake, Panthi, Cavazos, Shannon

Submitted:

Approved:


Shelley M. Kozlowski, Clerk of the Council


David Leake, Mayor



TOWN OF HAYMARKET TOWN COUNCIL

REGULAR MEETING

~ MINUTES ~

Shelley M. Kozlowski, Clerk of Council
<http://www.townofhaymarket.org/>

15000 Washington St
 Haymarket, VA 20169

Monday, March 4, 2019

7:00 PM

Council Chambers

A Regular Meeting of the Mayor and Council of the Town of Haymarket, VA, was held this evening in the Board Room, commencing at 7:00 PM.

Mayor David Leake called the meeting to order.

I. Call to Order

Vice Mayor Susan Edwards: Present, Councilman Robert Day: Present, Councilman Connor Leake: Present, Councilman Madhusudan Panthi: Present, Councilwoman Bond Cavazos: Present, Councilman Steve Shannon: Present, Mayor David Leake: Present.

II. Pledge of Allegiance - Boy Scout Troop 91

Boy Scout Troop 91 lead the pledge.

III. Invocation - Rev. Ruth Anne Sawyer, Haymarket Baptist Church

Rev. Ruth Anne Sawyer, from Haymarket Baptist Church, gives the evening's invocation.

IV. Minutes Approval

1. Mayor and Council - Work Session - Feb 4, 2019 6:00 PM
2. Mayor and Council - Regular Meeting - Feb 4, 2019 7:00 PM

Vice Mayor Edwards makes a motion *to approve the minutes from the February 4, 2019 work session and February 4, 2019 regular meeting*. Councilman Leake seconds the motion.

Mayor Leake asks if there is any discussion on the motion.

Councilwoman Cavazos asks if the Mayor or anyone reviews the minutes prior to being put in? The Clerk of Council, Shelley Kozlowski, states no.

Councilwoman Cavazos references on page 3 under the Mayor's veto number 3 to add more detail regarding dialogue between Mayor, staff and Mr. Turch. Councilman Shannon asks if the letter that was not read at the February 4th meeting was made part of the record? Ms. Kozlowski answers yes and states that it is in the February 4th agenda packet online and available in the Town Council minutes binder. Councilwoman Cavazos asks Councilman Leake to verify that they are online.

There is no further discussion on the motion.

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Susan Edwards, Vice Mayor
SECONDER:	Connor Leake, Councilman
AYES:	Edwards, Day, Leake, Panthi, Cavazos, Shannon

V. Department Reports

1. Administrative Reports

Office Manager/Clerk, Shelley Kozlowski, highlights the staff reports including Administration, Planning/Zoning, Treasurer, Engineer and Public Works.

2. Police Report

Police Chief Lands updates the Council on recent events in the police department.

VI. Special Presentation - Supervisor Pete Candland, Prince William County

Supervisor Pete Candland shares updates regarding the Prince William County Gainesville District.

VII. Citizen's Time

Bob Weir, 6853 St. Paul, discusses HB2375 as well as a new FOIA bill.

Joseph Pasanello, 6895 Track Court, shares concerns with the minutes from the February meeting and the letter from the Jim and Maureen Carroll as well as concerns for a town manager.

Mayor Leake directs the Clerk to have the letters from Collin Robinson and Joseph Pasanello be entered into the record.

1. Citizen's Letters

VIII. Action Items

1. Playground Proposal

After further discussion concerning the park budget, fencing and ADA accessible equipment, *Councilwoman Cavazos moves the Town Council to appropriate funds for the Haymarket Community Park Playground Option 2 and also including the handicap accessible swing and the exterior fence for the playground not to exceed \$59,000.* Councilman Leake seconds the motion.

Mayor Leake asks if there is any discussion on the motion.

The Council share concerns with contingency funding for the park.

RESULT:	ADOPTED [5 TO 1]
MOVER:	Bond Cavazos, Councilwoman
SECONDER:	Connor Leake, Councilman
AYES:	Day, Leake, Panthi, Cavazos, Shannon
NAYS:	Susan Edwards

2. Street Tree - Crepe Myrtles

Council directs staff to have the tree proposal reviewed by the Planning Commission, Architectural Review Board and VDOT.

3. Town Council Pay Structure Policies

Council looks at clarifying the pay structure policy for elected and appointed positions.

Vice Mayor Edwards moves that the Town Council amend the Town Council pay structure policies, Policy #2014-0902-2, to hereby follow the guidelines below in regard to compensation: All elected and appointed officials who are paid by the meeting will only be able to be paid for no more than three meetings a calendar month. All work sessions and regularly scheduled meetings that occur on the same calendar day will be considered one meeting in regard to compensation. Councilman Shannon seconds the motion.

Mayor Leake asks if there is any discussion. He adds that this was also discussed during tonight's work session meeting.

There is no further discussion on the motion.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Susan Edwards, Vice Mayor
SECONDER:	Steve Shannon, Councilman
AYES:	Edwards, Day, Leake, Panthi, Cavazos, Shannon

IX. Updates

1. Planning Commission

Councilman Shannon, Planning Commission liaison, states that they worked on the CIP and on March 18th they will be working on the final draft to make a recommendation to bring forward to the Town Council.

2. Architectural Review Board

Councilwoman Cavazos, ARB liaison, states that the ARB did not hold a regular meeting in February but did have a work session. She adds that she worked on the smaller Town welcome signs as well as the draft guidelines and by-laws.

X. Council Member Time

1. Steve Shannon

Councilman Shannon thanks the staff and police department for all that they do as well as the citizens who come out to speak. He adds that it is important to hear everything and everyone.

2. Connor Leake

Councilman Leake states that he stands corrected in regards to his previous statement about trees. He adds that the Zoning Ordinance does require that the substitution of plants be reviewed and approved by the Architectural Review Board as well as the Planning Commission and Town Council. Adds that he looks forward to the team building activity and enjoys working with everyone.

3. Madhu Panthi

No Comments.

4. Susan Edwards

No Comments.

5. Bond Cavazos

Councilwoman Cavazos shares Stanley Pawlowski, the owner of Bull Run Accounting reached out to her. She states that she met with him in his office on February 19th since he could not be here for citizen's time at the previous Town Council meeting. She states that he has occupied the building on the Stan Smith property since 2002. She adds that he was disheartened about the demolition permit approval and alerted her to the fact that his landlord never informed him about the request for demolition or relocating his business off of the property. She reiterates that one of the questions asked by the ARB was if Mr. Smith had made arrangements with his tenants prior to coming to the town for these requests, and his legal representation stated yes and that the move was not going to be a problem. Councilwoman Cavazos further adds that because we are in the heart of tax season this move would put a strain on the tenants business. She states that she wanted the Council to be aware of the hardship that this would cause and consider any alternatives or exceptions related to this particular building. She also states that she would like to make sure we discuss on the next agenda hiring a Town Manager to replace Jerry.

Mayor asks if Stanley Pawlowski reached out to anyone on Council or staff and they responded no.

6. Robert Day

No Comments.

7. David Leake

Mayor Leake highlights what was discussed at the recent TANV meeting which included budget and Council benefits. He concludes that he feels in the brief research that he has done it would be very hard to find municipalities in the area that reads citizen's comments out loud. He asks Ms. Kozlowski if this is something she has found as well. Ms. Kozlowski responds that she has reached out to some of the Town/City Clerk's in the area and has found that they do not read citizen's comments out loud but rather make them part of the record for the public to view as well. Mayor Leake states that in the past, we have read public comments for public hearings but as the Chair will continue the policy of not reading public comments as other municipalities and will continue to make them part of the minutes.

Councilman Leake states that at the request of Councilman Shannon and Councilwoman Cavazos, he checked the online agenda and the letters are in the agenda packet pages 31-51.

Councilman Shannon states he agrees with the Mayor as long as we are consistent. If we read one we have to read them all.

XI. Closed Session

1. Motion

Enter into Closed Session: Move that the Town Council enter into closed session pursuant to Virginia Code section 2.2-3711A (1) for the discussion of assignments and salaries specifically

the Business Manager and Office Manager/Town Clerk. Vice Mayor Edwards moves. Councilman Shannon seconds the motion.

There is no discussion on the motion.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Susan Edwards, Vice Mayor
SECONDER:	Steve Shannon, Councilman
AYES:	Edwards, Day, Leake, Panthi, Cavazos, Shannon

2. Motion

Certification of Closed Session: Move that the Council certify in the closed session that just concluded nothing was discussed except the matter or matters, (1) Specifically identified in the motion to convene in closed session and (2) Lawfully to be permitted to discuss under the provisions of the Virginia Freedom of Information Act cited in that motion. Councilman Leake moves. Vice Mayor Edwards seconds the motion.

There is no discussion on the motion.

Mayor Leake announces that there will be a work session on March 25, 2019 at 6 pm.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Connor Leake, Councilman
SECONDER:	Susan Edwards, Vice Mayor
AYES:	Edwards, Day, Leake, Panthi, Cavazos, Shannon, Leake

XII. Adjournment

1. Motion to Adjourn

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Susan Edwards, Vice Mayor
SECONDER:	Connor Leake, Councilman
AYES:	Edwards, Day, Leake, Panthi, Cavazos, Shannon

Submitted:

Approved:



 Shelley M. Kozlowski, Clerk of the Council



 David Leake, Mayor

Minutes Acceptance: Minutes of Mar 4, 2019 7:00 PM (Minutes Approval)



Town of Haymarket
15000 Washington Street, #100
Haymarket, VA 20169
703-753-2600

David Leake
Mayor

Shelley M. Kozlowski
Clerk of Council
Office Manager

Emily K. Lockhart
Town Planner/
Zoning Administrator

Roberto C. Gonzalez
Town Treasurer

Jacque Patrick
Administrative Assistant

TOWN STAFF – MONTH IN REVIEW
MARCH 2019

Administration

Held weekly staff meetings.

Attended Mayor's weekly staff meeting with Police Chief Lands.

Worked with electrical contractor regarding issues with Washington Street light poles.

Conferenced with Treasurer and online payment vendor to discuss format and abilities to provide online payment to Town Residents.

Completed meeting minutes for Town Council, Planning Commission and Architectural Review Board.

Prepared Town Council meeting agenda packets.

Secured 3 estimates for exterior paintings on town buildings and estimates for Crepe Myrtle trees.

Worked with Premier Landscaping on planting box designs.

Responded to a FOIA request.

Assisted the Administrative Assistant with quarterly Town Newsletter.

Worked on bid process for Town Center Renovation.

Worked with Administrative Assistant preparing business licenses.

Working with Republic Trash Services on recent recycling issues.

Along with the Mayor, met with the Prince William County Tourism Department and producers from Channel 5 Fox News regarding a summer segment that they would like to produce in the Town of Haymarket called "Zip Trip". The live broadcast will take place on Friday, May 31st from 6 am until 11 am.

Showed the rental space upstairs of Town Hall several times to interested party.

Planning/Zoning

Issued Zoning Determination for a proposed Business License at 14901 Washington Street, to operate an online cremation services business.

Coordinated with Stan Smith to arrange access to the Payne Lane Property and received detail information regarding the demolition permits.

Conducted regular Planning Commission and Architectural Review Board Meetings.

Worked with Staff on planning the Summer Concerts at the Park and finalized the Sponsorship package

Processing and reviewing Crossroads Village Site Plans.

Held several meetings with interested applicants for new proposed land use projects, to include the Lane Motors Property and the large open parcel on Washington Street near the vet clinic.

Visited PWC Real Estate Assessment Office to discuss current land use projects, newly rezoned parcels, and other real estate assessment items.

Treasurer

This month completed work on the draft budget for FY2019-20 and presented the draft to Council on March 25, 2019.

Business Licenses renewals are being submitted to Town Hall and being processed.

Continue to answer Real Estate questions by mortgage lenders looking for account's statuses on Town parcels, some are not aware that we only invoice once a year unlike the County.

Discussed with Town Planner Haymarket Community Park budget.

Town Planner							
Task List March 2019							
Task	Street Name/Project Name	Assigned To:	Date Task Started:	Action Needed By:	Anticipated End Date:	Actual End Date:	Comments:
Architectural Review Board							
Demolition Permits	Smith Property; block across the street from Town Hall-- 7 structures total	Emily	Nov-18	Set work session with the ARB	1/16/2018		Applicant has scheduled demolition for the week of April 20, 2019
Certificate of Appropriateness	Fence Application/ Southern Crossing Way	Emily	Mar-19	ARB Approval	3/20/2019	3/20/2019	Applicant received approval to install fence along property lines
Certificate of Appropriateness	Jockey Club Lane/ 27 Solar Panels	Emily	Mar-19	ARB Approval	3/20/2019	3/25/2019	Applicant received approval to install 27 solar panels on the rear roof line of their home.
Board of Zoning Appeals							
No Activity for March 2019							
Planning Commission							
A Dog's Day Out	6680 Fayette Street	Emily Lockhart	9/6/2017				Business Open
ZTA: Crematory Definition	Zoning Ordinance	Emily	October	Town Council Public Hearing			Town Planner issued a Zoning Determination to deny request for a zoning permit to allow the Northern Virginia Burial and Cremation Society to open an office at this location. The denial was made of the basis th the office was still partaking in the arranging of funerals and cremations as well as accepting payment for t services on site.
SUP: Funeral Home	14901 Washington Street	Emily	August	Town Council Public Hearing			
Crossroads Village Center	15150 Washington Street	Emily/Katie	Fall 2017		Sep-18		Second plan set has been received for review
Planning Commission	Harrover Park	Emily	Working to finalize park playground plans, will approach the Town Council with the final design.				
Prince William County (1 Mile Review)							
No Activity for PWC 1 Mile Review March 2019							
Staff							
Demolition/ NEW BUILD Application	6810 Jefferson Street	Emily Lockhart	11/20/2017	Awaiting final changes to site plan. Applicant has received conditional approval.			

Attachment: March 2019 Report (3994 : Administrative Staff Reports - Shelley Kozlowski, Clerk of

the ARTS at the Haymarket Museum		Emily		Artists will occupy the space in January and February for workshops. April and May are booked with individual artists, June-August -- looking to work with the local school art programs to curate a gallery, September/October -- Haymarket Day contest for artists to paint the historic structures. November/December -- Craft Bazaar/Holiday Market
Events Meeting				Set the calendar of events for the Town -- Summer Concert & Car Show with PD, June 30th -- End of Summer Concert, August 24th -- Haymarket Day, October 19th and Christmas and Holiday Event, December 7th.

Task	Assigned To	Date Task Started	Last worked on	Action Needed By	Estimated End Date	Actual End Date	Comments
Active Projects							
Crossroads Village	Katie/Emily	10/18/2018	3/26/2019	Applicant			-Plan submitted for review. Engineering review comments provided to Town Planner 12/21 -Outside agency coordination required (fire marshall approval received) -Second submission received 3/8/19
Sherwood Forest Bond Release	Katie	N/A	3/25/2019	Katie			-As-builts approved 11/15. -Landscaping and E&S Bond released. -VDOT requires letter from Town regarding review of storm drain videos
Pedestrian Improvements Project	Katie	7/14/2014	2/20/2019	Town/VDOT			-Invitation to Bid Advertisement included in local paper as of 2/20/19. Bids due 4/5/19. -VDOT to review/approve bid analysis package prior to award.

Task	Assigned To	Date Task Started	Last worked on	Action Needed By	Estimated End Date	Actual End Date	Comments
Dog's Day Out Final Site Plan	Emily	12/13/2016	2/20/2019	N/A			-As-builts expected to be submitted
Haymarket Town Center Final Site Plan	Katie/Emily	9/8/2016	2/13/2019	RDA			-RDA provided copies of outside agency comments. -RDA to schedule meeting with VDOT and coordinate addressing comments withoutside agencies for resubmission to Town -Meter info to be provided

Task	Assigned To	Date Task Started	Last worked on	Action Needed By	Estimated End Date	Actual End Date	Comments
Low Activity Projects							
Jeffreson/Fayette Street Site Plan	Katie/Emily	10/5/2018	2/11/2019	Applicant			-Engineering plan review comments provided to Town Planner 10/29 -Outside agency coordination required -PC approved plans 1/19 contingent on staff approval of plans -Staff provided additional clarification on comments on 2/11/19
Alexandra's Keep Landscaping, E&S and Performance Bond Release	Katie	N/A	1/24/2019	Applicant/Emily	10/9/2018	10/9/2018	-Landscape/E&S Bonds released 8/7 -As-Built survey approved. -Applicant/Dominion have transferred street light meter to turn over to Town for ownership/maintenance -Performance bond released 10/9/18 -Town coordinating with applicant to find original bond documents.

Attachment: 2019 Mar Engineer's Reports_KMM (3994 : Administrative Staff Reports - Shelley Kozlowski,

Task	Assigned To	Date Task Started	Last worked on	Action Needed By	Estimated End Date	Actual End Date	Comments
QBE Final Site Plan	Emily	1/20/2017	1/14/2019	Applicant			-Site Plan amendment submitted 10/25/18. Comments provided 11/12/18. Applicant to resubmit. -Site Plan amendment bonds to be provided prior to construction
Haymarket Iceplex As-built	Katie	8/8/2018	10/10/2018	Applicant			-Asbuilts approved 10/10/18 -Awaiting bond release request

Attachment: 2019 Mar Engineer's Reports_KMM (3994 : Administrative Staff Reports - Shelley Kozlowski,



Town of Haymarket
 15000 Washington Street, #100
 Haymarket, VA 20169
 703-753-2600

Roberto Gonzalez
 Town Treasurer

TREASURER'S REPORT
 TOWN COUNCIL REGULAR MEETING
 April 1, 2019

Highlights:

- The financials attached are as of February 28th 2019
- As of February 28th 2019, we are at 58.4% mark of our budgeted Revenues and 52.5% of our budgeted Expenditures.
- This month worked on weekly payables and processed payrolls
- This month completed work on the draft budget for FY2019-20 and presented the draft to Council on March 25, 2019.
- Business Licenses renewals are being submitted to Town Hall and being processed.
- Conferenced with Clerk of Council and online payment vendor to discuss format and abilities to provide online payment to Town Residents.
- Continue to answer Real Estate questions by mortgage lenders looking for account's statuses on Town parcels, some are not aware that we only invoice once a year unlike the County.
- Discussed with Town Planner Haymarket Community Park budget

Town of Haymarket
Statement of Net Position
As of February 28, 2019

	Feb 28, 19
ASSETS	
Current Assets	
Checking/Savings	
10000 · Cash & Cash Equivalents	1,494,049.81
11000 · CD's & Money Market Funds	3,873.91
11010 · Virginia Investment Pool	310,676.12
Total Checking/Savings	1,808,599.84
Accounts Receivable	
12000 · Accounts Receivable	118,467.06
12010 · A/R Permits	-75.41
12020 · Delinquent Real Estate	2,761.44
12021 · Taxes Receivable - RE 2016	1,244.45
Total Accounts Receivable	122,397.54
Other Current Assets	
11499 · Undeposited Funds	-53,851.69
12012 · Local Accounts Receivable-Other	81,906.19
12025 · Due from Prince William County	32,896.75
12030 · Due from Commonwealth	20,051.79
12040 · Due from Federal Government	1,994.46
12099 · Allowance for Doubtful Accounts	-103,775.64
Total Other Current Assets	-20,778.14
Total Current Assets	1,910,219.24
Fixed Assets	
12500 · General Property	4,460,992.00
12600 · Rental Property	1,401,944.03
Total Fixed Assets	5,862,936.03
Other Assets	
19100 · Deferred Outflow - Pension Cont	62,075.77
Total Other Assets	62,075.77
TOTAL ASSETS	7,835,231.04
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 · Accounts Payable	57,019.14
Total Accounts Payable	57,019.14
Credit Cards	
20040 · Town Credit Card	1,373.69
Total Credit Cards	1,373.69
Other Current Liabilities	
20096 · Deferred Revenue - Other	10,000.00
20500 · Sales Tax Payable	59.40
21000 · Payroll Liabilities	-29,369.38
22000 · Security Deposits	10,030.92
22010 · Escrow Deposits	79,266.60
Total Other Current Liabilities	69,987.54
Total Current Liabilities	128,380.37
Long Term Liabilities	
20080 · Accrued Interest Payable	11,345.59

Town of Haymarket
Statement of Net Position
As of February 28, 2019

	Feb 28, 19
23000 · Accrued Leave	21,263.02
25000 · General Obligation Bonds	1,068,200.00
25010 · Captial Leases Payable	120,947.21
29000 · Net Pension Liability	5,180.00
29100 · Deferred Inflow - Pension Msmnt	36,322.00
29500 · Net OPEB Liability	47,000.00
29600 · Deferred Inflow - OPEB	10,000.00
Total Long Term Liabilities	1,320,257.82
Total Liabilities	1,448,638.19
Equity	
34110 · Net OPEB Activity Offset	-54,079.00
34000 · Net Pension Activity Offset	17,652.77
30000 · Unrestricted Net Assets	1,625,366.31
31000 · Restricted Net Assets	6,000.00
32000 · Investment in Capital Assets	5,857,867.23
33000 · Amt Long Term Obligations	-1,223,023.02
Net Income	156,808.56
Total Equity	6,386,592.85
TOTAL LIABILITIES & EQUITY	7,835,231.04

Town of Haymarket
Statement of Revenue & Expenditures for Month
February 2019

	Feb 19
Ordinary Income/Expense	
Income	
3120 · OTHER LOCAL TAXES	
Business License Tax	8,896.45
Cigarette Tax	11,797.50
Consumer Utility Tax	14,406.45
Meals Tax - Current	47,456.95
Sales Tax Receipts	13,874.93
Penalties (Non-Property)	13.20
Total 3120 · OTHER LOCAL TAXES	96,445.48
3130 · PERMITS,FEES & LICENSESES	
Application Fees	175.00
Motor Vehicle Licenses	15.00
Other Planning & Permits	1,040.00
Total 3130 · PERMITS,FEES & LICENSESES	1,230.00
3140 · FINES & FORFEITURES	
Fines	3,030.01
Total 3140 · FINES & FORFEITURES	3,030.01
3150 · REVENUE - USE OF MONEY	
Earnings on VACO/VML Investment	259.02
Total 3150 · REVENUE - USE OF MONEY	259.02
3151 · RENTAL (USE OF PROPERTY)	
Suite 110 Rental Income	1,786.85
315125 · Suite 204 MAC-ISA	420.00
315150 · 15020 Washington Realty	3,559.83
315155 · 15026 Copper Cricket	1,687.00
315160 · The Very Thing For Her	2,760.00
Total 3151 · RENTAL (USE OF PROPERTY)	10,213.68
3160 · CHARGES FOR SERVICES	
Public Safety	
Donation/Grants	720.00
Total Public Safety	720.00
Total 3160 · CHARGES FOR SERVICES	720.00
3180 · MISCELLANEOUS	
Citations & Accident Reports	70.00
Total 3180 · MISCELLANEOUS	70.00
32 · REVENUE FROM COMMONWEALTH	
599 Law Enforcement Grant	7,591.00
Car Rental Reimbursement	410.36
Communications Tax	9,078.15
Total 32 · REVENUE FROM COMMONWEALTH	17,079.51
33 · REVENUE FROM FEDERAL GOVERNMENT	
DMV Transp Safety Grant	1,025.55
Total 33 · REVENUE FROM FEDERAL GOVERNMENT	1,025.55
Total Income	130,073.25
Gross Profit	130,073.25
Expense	
01 · ADMINISTRATION	
11100 · TOWN COUNCIL	
FICA/Medicare	93.72

Town of Haymarket
Statement of Revenue & Expenditures for Month
February 2019

	Feb 19
Salaries & Wages - Regular	1,225.00
Total 11100 · TOWN COUNCIL	1,318.72
12110 · TOWN ADMINISTRATION	
Salaries/Wages-Regular	16,354.14
Salaries/Wages - Part Time	5,660.00
FICA/Medicare	1,557.79
VRS	1,682.60
Health Insurance	3,213.60
Life Insurance	217.80
Disability Insurance	126.43
Unemployment Insurance	-1,089.05
Worker's Compensation	115.00
Accounting Services	70.00
Cigarette Tax Administration	345.88
Printing & Binding	767.85
Advertising	518.00
Computer, Internet & Website Svc	1,199.27
Postage	556.60
Meals & Lodging	138.64
Convention & Education	-849.00
Discretionary Fund	103.35
Books, Dues & Subscriptions	1,144.71
Office Supplies	563.05
Insurance Pass-Through	-2,692.38
Total 12110 · TOWN ADMINISTRATION	29,704.28
12210 · LEGAL SERVICES	
Legal Services	5,946.11
Total 12210 · LEGAL SERVICES	5,946.11
Total 01 · ADMINISTRATION	36,969.11
03 · PUBLIC SAFETY	
31100 · POLICE DEPARTMENT	
Salaries & Wages - Regular	30,724.71
Salaries & Wages - OT Regular	0.00
Salaries & Wages - OT Premium	1,165.67
Salaries & Wages - Holiday Pay	3,021.44
Salaries & Wages - Part Time	1,660.00
Salary & Wages - DMV Grant	0.00
FICA/MEDICARE	2,774.31
VRS	3,404.38
Health Insurance	5,644.26
Life Insurance	454.30
Disability Insurance	195.88
Unemployment Insurance	2,624.24
Workers' Compensation Insurance	3,230.00
Line of Duty Act Insurance	435.00
Legal Services	1,641.25
Computer, Internet & Website	0.00
Telecommunications	749.71
Convention & Edu. (Training)	100.00
Vehicle Fuels	2,499.41
Vehicle Maintenance/Supplies	845.05
Uniforms & Police Supplies	356.15
Grant Expenditures	1,462.23
Insurance Pass-Through	3,885.69
Capital Outlay-Machinery/Equip	15,796.19
Total 31100 · POLICE DEPARTMENT	82,669.87
34100 · BUILDING OFFICIAL	

Town of Haymarket
Statement of Revenue & Expenditures for Month
February 2019

	Feb 19
Erosion & Sedimentation Ins.	1,800.00
Total 34100 · BUILDING OFFICIAL	1,800.00
Total 03 · PUBLIC SAFETY	84,469.87
04 · PUBLIC WORKS	
Town Public Works	9,244.61
43200 · REFUSE COLLECTION	
Trash Removal Contract	6,220.98
Total 43200 · REFUSE COLLECTION	6,220.98
43100 · MAINT OF 15000 Wash St./Grounds	
Repairs/Maintenance Services	10,832.68
Maint Svc Contract-Landscaping	2,075.00
Maint Svc Contract Snow Removal	460.00
Maint Svc Cont- Street Cleaning	500.00
Electric/Gas Services	2,151.22
Electrical Services-Streetlight	544.05
Water & Sewer Services	219.30
Total 43100 · MAINT OF 15000 Wash St./Grounds	16,782.25
Total 04 · PUBLIC WORKS	32,247.84
07 · PARKS, REC & CULTURAL	
70000 · HAYMARKET COMMUNITY PARK	
Grounds Maintenance/Repairs	674.12
Total 70000 · HAYMARKET COMMUNITY PARK	674.12
71110 · EVENTS	
Advertising - Events	581.60
Total 71110 · EVENTS	581.60
72200 · MUSEUM	
Books, Dues & Subscriptions	30.00
Exhibits & Programs	538.88
Total 72200 · MUSEUM	568.88
Total 07 · PARKS, REC & CULTURAL	1,824.60
08 · COMMUNITY DEVELOPMENT	
81100 · PLANNING COMMISSION	
Salaries & Wages - Regular	315.00
FICA/Medicare	24.10
Consultants - Engineer	2,240.00
81100 · PLANNING COMMISSION - Other	0.00
Total 81100 · PLANNING COMMISSION	2,579.10
81110 · ARCHITECTURAL REVIEW BOARD	
Salaries & Wages - Regular	255.00
FICA/Medicare	19.51
Total 81110 · ARCHITECTURAL REVIEW BOARD	274.51
Total 08 · COMMUNITY DEVELOPMENT	2,853.61
94105 · PERSONNEL	
EMPLOYEE BENEFITS	
6560 · Payroll Processing Fees	0.00
Total EMPLOYEE BENEFITS	0.00
Total 94105 · PERSONNEL	0.00
Total Expense	158,365.03

Town of Haymarket
Statement of Revenue & Expenditures for Month
February 2019

	Feb 19
Net Ordinary Income	-28,291.78
Net Income	-28,291.78

Attachment: Treasurer & Financial Report for 04-01-2019 (3994 : Administrative Staff Reports - Shelley Kozlowski, Clerk of Council/Office

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Town of Haymarket
Revenue & Expenditures Actual To-Date vs Annual Budget
 July 2018 through February 2019

Attachment: Treasurer & Financial Report for 04-01-2019 (3994 : Administrative Staff Reports - Shelley Kozlowski, Clerk of Council/Office

	Jul '18 - Feb 19	Budget	% of Budget
Ordinary Income/Expense			
Income			
3110 · GENERAL PROPERTY TAXES			
Real Estate - Current	363,030.77	367,666.00	98.7%
Public Service Corp RE Tax	11,778.30	11,274.00	104.5%
Interest - All Property Taxes	81.54	0.00	100.0%
Penalties - All Property Taxes	600.51	1,000.00	60.1%
Total 3110 · GENERAL PROPERTY TAXES	375,491.12	379,940.00	98.8%
3120 · OTHER LOCAL TAXES			
Bank Stock Tax	0.00	18,000.00	0.0%
Business License Tax	12,833.48	180,000.00	7.1%
Cigarette Tax	105,735.00	135,000.00	78.3%
Consumer Utility Tax	106,270.43	150,000.00	70.8%
Meals Tax - Current	473,423.10	650,000.00	72.8%
Sales Tax Receipts	100,899.73	155,000.00	65.1%
Penalties (Non-Property)	716.62	0.00	100.0%
Interest (Non-Property)	18.43	0.00	100.0%
Total 3120 · OTHER LOCAL TAXES	799,896.79	1,288,000.00	62.1%
3130 · PERMITS,FEES & LICENESES			
Application Fees	4,995.00	2,700.00	185.0%
Inspection Fees	6,690.00	10,000.00	66.9%
Motor Vehicle Licenses	483.00	1,900.00	25.4%
Other Planning & Permits	12,430.63	25,000.00	49.7%
Total 3130 · PERMITS,FEES & LICENESES	24,598.63	39,600.00	62.1%
3140 · FINES & FORFEITURES			
Fines	23,383.95	65,000.00	36.0%
Total 3140 · FINES & FORFEITURES	23,383.95	65,000.00	36.0%
3150 · REVENUE - USE OF MONEY			
Earnings on VACO/VML Investment	5,581.26	0.00	100.0%
Interest on Bank Deposit	3,972.05	8,000.00	49.7%
Interest on Bank Deposits	6,932.38	0.00	100.0%
Total 3150 · REVENUE - USE OF MONEY	16,485.69	8,000.00	206.1%
3151 · RENTAL (USE OF PROPERTY)	89,790.70	136,957.00	65.6%
3160 · CHARGES FOR SERVICES			
FOIA Receipts	120.00		
Public Safety			
Donation/Grants	5,722.00	5,000.00	114.4%
Public Safety - Other	125.00	0.00	100.0%
Total Public Safety	5,847.00	5,000.00	116.9%
Total 3160 · CHARGES FOR SERVICES	5,967.00	5,000.00	119.3%
3165 · REVENUE - TOWN EVENTS			
Revenue - Town Events	73,108.82	70,000.00	104.4%
Total 3165 · REVENUE - TOWN EVENTS	73,108.82	70,000.00	104.4%
3170 · HISTORICAL FUND			
Historical Fund	21,230.02	21,230.02	100.0%
Total 3170 · HISTORICAL FUND	21,230.02	21,230.02	100.0%
3180 · MISCELLANEOUS			
Citations & Accident Reports	585.00	1,000.00	58.5%
Vetern Banners	354.00		
Miscellaneous	60.00	0.00	100.0%
Recovered Costs- Private Events			
Donations			

03/25/19

Town of Haymarket
Revenue & Expenditures Actual To-Date vs Annual Budget
 July 2018 through February 2019

	Jul '18 - Feb 19	Budget	% of Budget
Charitable Contributions	2.00		
Total Donations	2.00		
Total Recovered Costs- Private Events	2.00	0.00	100.0%
Total 3180 · MISCELLANEOUS	1,001.00	1,000.00	100.1%
32 · REVENUE FROM COMMONWEALTH			
599 Law Enforcement Grant	22,773.00	28,000.00	81.3%
Car Rental Reimbursement	4,792.56	5,500.00	87.1%
Communications Tax	72,868.60	117,000.00	62.3%
Other	0.00	1,000.00	0.0%
Personal Property Tax Reimburse	18,626.97	18,627.00	100.0%
Railroad Rolling Stock	1,333.31	1,500.00	88.9%
Total 32 · REVENUE FROM COMMONWEALTH	120,394.44	171,627.00	70.1%
33 · REVENUE FROM FEDERAL GOVERNMENT			
DMV Transp Safety Grant	5,581.30	13,000.00	42.9%
CABOOSE ENHANCEMENT GRANT	0.00	7,100.00	0.0%
33 · REVENUE FROM FEDERAL GOVERNMENT - Other	0.00	208,600.00	0.0%
Total 33 · REVENUE FROM FEDERAL GOVERNMENT	5,581.30	228,700.00	2.4%
35 · Reserve Funds For CIP	0.00	250,000.00	0.0%
Total Income	1,556,929.46	2,665,054.02	58.4%
Gross Profit	1,556,929.46	2,665,054.02	58.4%
Expense			
01 · ADMINISTRATION			
11100 · TOWN COUNCIL			
Convention & Education	2,352.46	5,000.00	47.0%
FICA/Medicare	824.29	2,000.00	41.2%
Meals and Lodging	1,015.37	1,500.00	67.7%
Mileage Allowance	0.00	750.00	0.0%
Salaries & Wages - Regular	12,282.65	32,100.00	38.3%
Total 11100 · TOWN COUNCIL	16,474.77	41,350.00	39.8%
12110 · TOWN ADMINISTRATION			
Salaries/Wages-Regular	143,966.62	209,697.00	68.7%
Salaries/Wages - Part Time	48,201.00	70,200.00	68.7%
FICA/Medicare	13,986.28	22,044.00	63.4%
VRS	12,250.07	30,236.00	40.5%
Health Insurance	28,564.84	38,677.00	73.9%
Life Insurance	1,699.46	4,000.00	42.5%
Disability Insurance	1,050.08	2,900.00	36.2%
Unemployment Insurance	2,794.38	2,000.00	139.7%
Worker's Compensation	415.00	300.00	138.3%
Gen Property/Liability Ins.	14,700.00	16,000.00	91.9%
Accounting Services	4,509.12	8,000.00	56.4%
Cigarette Tax Administration	3,330.72	5,500.00	60.6%
Printing & Binding	5,429.80	13,000.00	41.8%
Advertising	7,064.27	12,000.00	58.9%
Computer, Internet & Website Svc	13,967.67	23,650.00	59.1%
Postage	2,368.48	4,000.00	59.2%
Telecommunications	222.03	6,000.00	3.7%
Mileage Allowance	33.25	2,500.00	1.3%
Meals & Lodging	1,567.82	6,000.00	26.1%
Convention & Education	1,200.05	8,000.00	15.0%
Discretionary Fund	103.35	1,000.00	10.3%
Books, Dues & Subscriptions	10,421.37	15,000.00	69.5%
Office Supplies	4,067.08	4,000.00	101.7%
Insurance Pass-Through	-2,692.38		

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03/25/19

Town of Haymarket
Revenue & Expenditures Actual To-Date vs Annual Budget
 July 2018 through February 2019

	Jul '18 - Feb 19	Budget	% of Budget
Capital Outlay-Machinery/Equip	0.00	7,000.00	0.0%
Total 12110 · TOWN ADMINISTRATION	319,220.36	511,704.00	62.4%
12210 · LEGAL SERVICES			
Legal Services	37,369.95	73,000.00	51.2%
Total 12210 · LEGAL SERVICES	37,369.95	73,000.00	51.2%
12240 · INDEPENDENT AUDITOR			
Auditing Services	0.00	16,500.00	0.0%
Total 12240 · INDEPENDENT AUDITOR	0.00	16,500.00	0.0%
Total 01 · ADMINISTRATION	373,065.08	642,554.00	58.1%
03 · PUBLIC SAFETY			
31100 · POLICE DEPARTMENT			
Salaries & Wages - Regular	241,433.84	380,741.00	63.4%
Salaries & Wages - OT Regular	0.00	14,000.00	0.0%
Salaries & Wages - OT Premium	15,150.13	20,000.00	75.8%
Salaries & Wages - Holiday Pay	14,569.40	10,000.00	145.7%
Salaries & Wages - Part Time	12,194.94	14,000.00	87.1%
Salary & Wages - DMV Grant	3,968.70		
FICA/MEDICARE	21,503.50	29,879.00	72.0%
VRS	23,165.52	42,221.00	54.9%
Health Insurance	41,981.40	67,380.00	62.3%
Life Insurance	3,175.38	4,648.00	68.3%
Disability Insurance	1,465.53	1,313.00	111.6%
Unemployment Insurance	2,624.24	2,178.00	120.5%
Workers' Compensation Insurance	11,871.00	12,964.00	91.6%
Line of Duty Act Insurance	1,740.00	1,440.00	120.8%
Legal Services	12,483.30	12,000.00	104.0%
Advertising	27.40		
Computer, Internet & Website	11,467.20	14,000.00	81.9%
Postage	22.10	300.00	7.4%
Telecommunications	5,619.12	10,350.00	54.3%
General Prop Ins (Vehicles)	4,089.00	5,000.00	81.8%
Meals and Lodging	-35.80		
Convention & Edu. (Training)	2,904.66	3,500.00	83.0%
Misc - Discretionary Fund	428.81	500.00	85.8%
Annual Dues & Subscriptions	10,111.90	7,524.00	134.4%
Office Supplies	3,755.06	3,500.00	107.3%
Vehicle Fuels	12,375.87	16,000.00	77.3%
Vehicle Maintenance/Supplies	7,785.14	8,000.00	97.3%
Repairs/Maintenance Supplies	165.05	0.00	100.0%
Uniforms & Police Supplies	30,343.20	22,300.00	136.1%
Community Events	4,509.98	5,000.00	90.2%
Grant Expenditures	1,462.23	13,000.00	11.2%
Insurance Pass-Through	1,775.01	0.00	100.0%
Mobile Data Computer Netwk Svc	0.00	15,000.00	0.0%
Capital Outlay-Machinery/Equip	37,109.38	31,592.00	117.5%
Total 31100 · POLICE DEPARTMENT	541,242.19	768,330.00	70.4%
34100 · BUILDING OFFICIAL			
Erosion & Sedimentation Ins.	8,550.00	40,000.00	21.4%
34100 · BUILDING OFFICIAL - Other	0.00	10,000.00	0.0%
Total 34100 · BUILDING OFFICIAL	8,550.00	50,000.00	17.1%
Total 03 · PUBLIC SAFETY	549,792.19	818,330.00	67.2%
04 · PUBLIC WORKS			
Town Public Works	27,341.72	70,426.00	38.8%
Street Beautification - HF	0.00	21,230.02	0.0%
43200 · REFUSE COLLECTION			

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Town of Haymarket
Revenue & Expenditures Actual To-Date vs Annual Budget
 July 2018 through February 2019

	Jul '18 - Feb 19	Budget	% of Budget
Trash Removal Contract	56,525.94	78,000.00	72.5%
Total 43200 · REFUSE COLLECTION	56,525.94	78,000.00	72.5%
43100 · MAINT OF 15000 Wash St./Grounds			
Repairs/Maintenance Services	34,665.41	55,000.00	63.0%
Maint Svc Contract-Pest Control	815.00	2,000.00	40.8%
Maint Svc Contract-Landscaping	16,600.00	35,000.00	47.4%
Maint Svc Contract Snow Removal	2,100.90	7,000.00	30.0%
Maint Svc Cont- Street Cleaning	3,315.00	2,000.00	165.8%
Electric/Gas Services	11,417.25	15,000.00	76.1%
Electrical Services-Streetlight	3,600.56	5,500.00	65.5%
Water & Sewer Services	1,381.87	2,000.00	69.1%
Janitorial Supplies	766.06	1,000.00	76.6%
Real Estate Taxes	1,115.91	4,000.00	27.9%
Total 43100 · MAINT OF 15000 Wash St./Grounds	75,777.96	128,500.00	59.0%
Total 04 · PUBLIC WORKS	159,645.62	298,156.02	53.5%
07 · PARKS, REC & CULTURAL			
70000 · HAYMARKET COMMUNITY PARK			
Grounds Maintenance/Repairs	9,925.90	68,000.00	14.6%
Total 70000 · HAYMARKET COMMUNITY PARK	9,925.90	68,000.00	14.6%
71110 · EVENTS			
Advertising - Events	10,077.68	0.00	100.0%
Contractual Services	55,385.54	70,000.00	79.1%
71110 · EVENTS - Other	427.27	0.00	100.0%
Total 71110 · EVENTS	65,890.49	70,000.00	94.1%
72200 · MUSEUM			
Advertising	0.00	750.00	0.0%
Telecommunications	1,376.50	2,200.00	62.6%
Books, Dues & Subscriptions	30.00	250.00	12.0%
Office Supplies	0.00	250.00	0.0%
Exhibits & Programs	580.87	1,700.00	34.2%
Total 72200 · MUSEUM	1,987.37	5,150.00	38.6%
Total 07 · PARKS, REC & CULTURAL	77,803.76	143,150.00	54.4%
08 · COMMUNITY DEVELOPMENT			
81100 · PLANNING COMMISSION			
Salaries & Wages - Regular	3,240.00	5,000.00	64.8%
FICA/Medicare	267.10	500.00	53.4%
Consultants - Engineer	21,057.34	50,000.00	42.1%
Consultants - Comp Plan	0.00	40,000.00	0.0%
Mileage Allowance	0.00	500.00	0.0%
Meals & Lodging	0.00	750.00	0.0%
Convention/Education	0.00	2,000.00	0.0%
Total 81100 · PLANNING COMMISSION	24,564.44	98,750.00	24.9%
81110 · ARCHITECTURAL REVIEW BOARD			
Salaries & Wages - Regular	3,105.00	4,000.00	77.6%
FICA/Medicare	297.21	850.00	35.0%
Mileage Allowance	0.00	200.00	0.0%
Meals & Lodging	0.00	300.00	0.0%
Convention & Education	0.00	500.00	0.0%
Total 81110 · ARCHITECTURAL REVIEW BOARD	3,402.21	5,850.00	58.2%
81111 · Board Of Zoning Appeals			
Convention & Education	0.00	500.00	0.0%
FICA / Medicare	0.00	98.00	0.0%
Salaries & Wages - Regular	0.00	1,575.00	0.0%

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Town of Haymarket
Revenue & Expenditures Actual To-Date vs Annual Budget
 July 2018 through February 2019

	<u>Jul '18 - Feb 19</u>	<u>Budget</u>	<u>% of Budget</u>
Total 81111 · Board Of Zoning Appeals	0.00	2,173.00	0.0%
Total 08 · COMMUNITY DEVELOPMENT	27,966.65	106,773.00	26.2%
09 · NON-DEPARTMENTAL			
95100 · DEBT SERVICE			
General Obligation Bond - Prin	169,499.91	186,440.00	90.9%
Total 95100 · DEBT SERVICE	169,499.91	186,440.00	90.9%
Total 09 · NON-DEPARTMENTAL	169,499.91	186,440.00	90.9%
94101 · CABOOSE ENHANCEMENT PROJECT	0.00	7,100.00	0.0%
94103 · PEDESTRIAN IMPROVEMENT PROJECT			
Architectural/Engineering Fees	13,367.00		
94103 · PEDESTRIAN IMPROVEMENT PROJECT - Other	0.00	208,600.00	0.0%
Total 94103 · PEDESTRIAN IMPROVEMENT PROJECT	13,367.00	208,600.00	6.4%
94106 · TOWN CENTER MASTER PLAN			
Architectural/Engineering Fees	28,980.69	203,951.00	14.2%
Total 94106 · TOWN CENTER MASTER PLAN	28,980.69	203,951.00	14.2%
94107 · BLIGHT MITIGATION			
Building Official/Engr.	0.00	50,000.00	0.0%
Total 94107 · BLIGHT MITIGATION	0.00	50,000.00	0.0%
Total Expense	1,400,120.90	2,665,054.02	52.5%
Net Ordinary Income	156,808.56	0.00	100.0%
Net Income	156,808.56	0.00	100.0%

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**HAYMARKET POLICE
DEPARTMENT**



To: Mayor Leake and Council Members
 From: Chief Lands
 Date: 3-18-2019
 Subject: Monthly Report for March 2019

Felony Arrests	7	Poss. of Cocaine, Hit and Run, Larceny, etc.
Misdemeanor Arrests	9	DUI, Refusal, Wanted, Poss. of Marijuana, etc.
In Town Calls for Service	1425	Various
Out of Town Calls for Service	22	Various
Traffic Summons	54	Speeding, Suspended, Reckless, Equipment Violations
Traffic Warnings	222	Speeding, Taillight, Stop Sign etc.
Traffic Accidents	8	If Injuries – Transported to Hospital
House Checks	0	Residents who were out of town
Business Checks	486	All Town Businesses

Points of Interest:

Chamber of Commerce Valor Award
 Goddard School
 School Bus PSA
 Gravely Elementary
 Haymarket Children's Academy

Shelley Kozlowski

From: Chuck Carnahan <cdcarnahan@aol.com>
Sent: Monday, April 01, 2019 9:08 AM
To: David Leake; Susan Edwards; Connor Leake; Steve Shannon; Madhusudan Panthi; Robert Day; Bond Cavazos; Shelley Kozlowski
Subject: Town Center Project

Mr. Mayor and Members of Town Council.

I find it ironic that while looking on the Town's website to update my email addresses for the Council I came across the Town Council's Mission Statement: **"Provide residents, businesses, and visitors with public services in a fiscally prudent and socially responsible way."** The very subject I intended to address in this email!

Although I have not been in attendance at your meetings lately due to my wife's health. I do keep up to date on what's going on around Town via the live feeds and your agenda packets. I feel compelled today to repeat what now feels like my yearly two questions to the Council... Is it a "want" or a "need"? Are we living within our means?

I've read through the staff reports in your packet tonight regarding the town center renovation and the possible ways to finance this project. I can't comprehend the absurdity that we would even consider borrowing money for this project. And even more absurd is to consider increasing the Real Estate Tax or Meals Tax to pay for the new debt service!

Some of you are too young to remember when we were "sold" the idea that buying this property would be a profitable venture for the town. We can clearly see now nearly 20 years later that the rental income barely keeps up with the maintenance, debt service, and staff time involved in managing it, let alone any renovation or improvement. (and let's not forget we've torn down or occupied with Town functions nearly half of the original rental income producing space) We've refinanced the original note multiple times trying to make it more bearable. Yet here we are considering borrowing even more money and extending the debt service on this property.

To what end? There are basically three sensible ways of increasing the income (funding) for this project. Increase the rental rates. Increase the rentable space. Or finance with the owner's own money. I doubt these improvements cause the rental rates to go up enough to cover the debt. These improvements do not increase the rentable square footage. And apparently we don't have the money to fund them out of pocket. As a council it is your fiduciary responsibility to consider the long term impacts of borrowing even more money or continually increasing tax rates to sustain operations, or Heaven forbid, to finance even more debt. I ask you to please step back and look seriously at this project and all other projects and ask: Is this a "Need" or a "Want"? I think any reasonably sane person would think it is the latter.

In the very same agenda packet you are concerned about the amount of money and staff time spent on printing agenda packets (a necessary role of town government, BTW). Talk about not seeing the forest because of the trees

We clearly can't afford the extravagance if we'll have to increase tax rates or the meals tax to make payments on the debt. It just doesn't make sense. This is not "fiscally prudent and socially responsible".

As an aside and another way to look at it... I find the math curious... If this project could potentially require up to 2 million in funding, and we are a Town of 1,900 people. That equates to just over \$1052 per person for this project. And that does not take into account the interest on the debt!

I'm granting you permission and asking you to read my letter during citizens time and to be entered into the minutes.

Sincerely,
 A Concerned Citizen,

Chuck Carnahan

Communication: Citizen's Letter (Citizen's Time)

6654 Hunting Path Road
Haymarket, VA 20169

Communication: Citizen's Letter (Citizen's Time)



Emily K. Lockhart
Town Planner and Zoning Administrator

MEMORANDUM

TO: Mayor and Council
FROM: Emily K. Lockhart and Shelley M. Kozlowski
DATE: March 26, 2019
SUBJECT: Town Community Events for 2019

Summary:

Following Council Directive, from the March meeting to discuss the street trees with the Planning Commission and the Architectural Review Board; both Boards have provided the recommendation to proceed with planting the Crepe Myrtles in place of the Hawthorn Trees. The Office Manager has received multiple proposals for the tree work to include; removal of approximately 28 trees, purchasing of 38 Crepe Myrtles and planting the new trees. Please see below for the proposal breakdowns.

- Premier Turf and Landscaping: \$14,000.00 (to include removal 28 trees, purchase of new trees and planting)
- South Riding Nurseries, LLC: \$8,680.34 (to include ONLY the purchase of 38 trees. DOES NOT include removal of the existing trees or planting the new trees.)
- Merrifield Garden Center: Awaiting Quote, will receive by April 1, and be presented at the meeting.
- Stadler Nurseries: \$14,250 and Removal & Disposal - \$5,600

Staff Recommendation: Based on the current contract we have with Premier Turf and Landscaping for all Town Landscaping needs, to include pruning of trees, it is recommended by Staff that the Council proceed with the Premier Proposal.

Draft Motion:

“I move the Town Council approve the replacement of existing street trees with Red Rocket Crepe Myrtles, and to direct Staff to award the proposal to Premier Turf and Landscaping for \$14,000.”

Or Alternate Motion.



Town of Haymarket
15000 Washington Street, #100
Haymarket, VA 20169
703-753-2600

TO: Mayor David Leake and Haymarket Town Council
FROM: Shelley Kozlowski, Clerk to the Council/Office Manager
SUBJECT: Painting Bids for Town Rental Property
DATE: March 25, 2019

Background

The current budget includes funding to complete maintenance on the Town's rental properties. A priority on the maintenance list presented to the Council was the exterior painting of three of the Town's properties with clapboard exteriors; the Museum, the Washington Street Reality building, the Hulfish Property (That Very Thing for Her) and the accessory shed on that property. Town Staff solicited bids from three contractors to provide this work. All four exteriors are clapboard wood siding. The solicitations requested required (1) Prep work for the painting (spot prime/scraping/power washing), (2) Labor and materials to apply two finish coats of paint on each building.

Bids Received

Staff received the followings bids. All bids are consistent in the scope of work to be provided.

Bidder	Total
<ul style="list-style-type: none"> Sublett Services, LLC 6400 Farm House Lane Broad Run, VA 20137 	\$33,700.00
<ul style="list-style-type: none"> Alex Painting 12 Norman Court Fredericksburg, VA 22407 	\$23,700.00
<ul style="list-style-type: none"> Dawson's Painting, Inc. 8427 West Main Street Marshall, VA 20115 	\$49,585.00

Staff Recommendation

Staff recommends the Council accept the low bidder. The Town has used this contractor in the past and the work was professionally completed in a timely fashion.

Sample Motion

I move the Haymarket Town Council accept the bid from Alex Painting in the amount \$23,700.00 for the exterior painting of the Museum, the Washington Street Reality Building and the Hulfish building and shed.

OR

Alternate Motion



Town of Haymarket
15000 Washington Street, #100
Haymarket, VA 20169
703-753-2600

Roberto Gonzalez
TOWN TREASURER

MEMORANDUM

TO: Mayor and Council
FROM: Roberto Gonzalez, Town Treasurer
DATE: March 22, 2019
SUBJECT: Cost breakdown of Council and Board packets

Mayor and Council,

Per Councilman Shannon's request, I have provided a cost breakdown on Town agenda packets that are printed out monthly. There are approximately 35 packets that are printed monthly and delivered. They include Town Council, Architectural Review Board, Planning Commission, Staff and the public.

Breakdown below:

Copier contract (maintenance)	\$311.77 monthly Avg.
Copier Paper	\$ 81.80 monthly Avg.
Staff/Officer (3 times a month minimum)	<u>\$186.93</u> monthly Avg.
Total	\$580.50 monthly Avg.

Estimate in a fiscal year \$6,966.00 for agenda packets

By making a one time purchase of the laptops we would avoid having to spend the \$6,966.00 yearly on just agenda packets and would be more environmentally friendly with less need to print for the meetings. The purchase would be funded from the Capital Outlay: Machinery/Equipment line item.

Draft Motion: *"I move that the Town Council proceed with Staff's recommendation to purchase 8 14" HP Touchscreen Chromebooks for the Dais."*

or

Alternate Motion

HP - 14" Touch-Screen Chromebook - Intel Celeron - 4GB Memory - 32GB eMMC Flash Memory - Grey

Model: 14-CA061DX SKU: 6199102

4.5 (975 Customers) | 211 Answered Questions



Chrome OS Tips Whole-Home Wi-Fi for Computing and Tablets

Not On Display at Reston
On Display at Tysons Corner and other stores



HP Chromebook: Conduct academic research with this 14-inch HP

Chromebook. Its Intel Celeron processor and 4GB of DDR4 RAM let you run multiple browser tabs at once without performance lag, and the 32GB of flash storage provides quick access to files. This HP Chromebook lasts up to 10.75 hours on a single charge, so you can work untethered.

\$239.99 or **\$40.00/mo.***

Clearance Save \$59.01 suggested payments with **6-Month Financing** Show me how >

Reg \$299.00

Open-Box: from \$191.99

Protect your product

Learn about Accidental Damage Plans

1 Year \$49.99	2 Years \$69.99	3 Years \$89.99	No plan selected
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Add to Cart

Build A Bundle

Save for Later

Compare

FREE Shipping: Get it by Tue, Apr 2

Want it faster? More shipping options are available in checkout to 20190. [Help](#)

Store Pickup: Unavailable within 250 miles of Reston Update Location

Special Offers

- Hot offer** Save \$20 on Microsoft Office with Device
- Save 50% on Select Mouse with Laptop
- 50% Off Keyboard Combo with Computer
- 20% Off External Disc Drive with Device
- Save \$10 on Malwarebytes with Purchase
- [Show More](#)

Cardmember Offers

- 6 Month Financing
- Get 5% Back in Rewards

Attachment: Computers for the Dais (2) (AGI-2019-17 : Computer at the Dais)

HP - Stream 14" Laptop - Intel Celeron - 4GB Memory - 64GB eMMC Flash Memory - Textured Linear Grooves In Smoke Gray

Model: 14-CB012DX SKU: 6304139

4.3 (218 Customers) | 75 Answered Questions



Whole-Home Wi-Fi for Computing and Tablets

Not On Display at Reston
On Display at Tysons Corner and other stores

Experience smooth performance and immersive entertainment with this 14-inch HP Stream laptop. The Intel Celeron processor delivers fast, responsive performance and handles a wide range of applications, while the 4GB of RAM maintain system speeds while multitasking. This HP Stream laptop provides a bright, immersive entertainment experience in any lighting conditions with a 14-inch anti-glare WLED-backlit display.

\$249.99 or **\$41.67/mo.***

suggested payments with 6-Month Financing
Show me how >

Open-Box: from \$216.99

Protect your product

Learn about Accidental Damage Plans

- 1 Year **\$49.99**
- 2 Years **\$69.99**
- 3 Years **\$89.99**
- No plan selected

Add to Cart

Build A Bundle

Save for Later

Compare

FREE Shipping: Get it by Fri, Mar 29

Want it today? Pick it up at Reston or choose Same-Day Delivery in checkout to 20190.

Act Quick – Only 1 left at your store! [Help](#)

Special Offers

- Hot offer Save \$20 on Microsoft Office with Device
- Save 50% on Select Mouse with Laptop
- Save \$10 on Malwarebytes with Purchase
- 20% Off External Disc Drive with Device
- \$20 Off Adobe Elements Combined Purchase
- [Show More](#)

Cardmember Offers

- 6 Month Financing
- Get 5% Back in Rewards

Attachment: Computers for the Dais (2) (AGI-2019-17 : Computer at the Dais)



Town of Haymarket
15000 Washington Street, #100
Haymarket, VA 20169
703-753-2600

JERRY M. SCHIRO

TO: Haymarket Mayor David Leake
Haymarket Town Council Members
Shelley Kozlowski, Clerk to the Council/Office Manager

FROM: Jerry M. Schiro

SUBJECT: Haymarket Town Center Renovation

DATE: March 28, 2019

Background

The Haymarket Town Council began exploring options to renovate the existing Town Center Building several years ago. A design group was hired to evaluate the building and existing site, make suggestions for improvements and prepare bid/construction documents. The original plans included an addition to building footprint to accommodate a second story elevator, changes to the existing administrative offices and site work including utility infrastructure improvements, repaving and landscaping. Construction and financing cost projections were reviewed by Council and the plans were reduced in scope to create a more manageable cost. The modified plans were released for bid in October 2018. Only one bid was received. The bid was rejected. A second invitation to bid was released in January 2019. Four bids were received on March 15, 2019. The following are the results of that bid process.

Atlam LLC	\$604,000.00
2001 Cooperative Way, Suite 600 Herndon, VA 20171	
Thurson Companies	\$967,766.00
5140 Ashton Avenue, Suite 206 Manassas, VA 20109	
Hammerhead Construction of Virginia, Inc.	\$987,000.00
11 Loudoun Street SW Leesburg, VA 20175	
The Woodward Group, Inc.	\$2,399,774.00
147 Alexandria Pike Warrenton, VA 20186	

Attachment: Town Center Bid Report (3987 : Town Center Bid Report)

The Project Architect is currently reviewing the bids. Excluding the very low and very high bid, we have two midrange bids that suggest the project, with contingencies, is probably in the range of \$1M. This number does not take into consideration any funding for project management by the Architect or another 3rd party. The bid scope calls for the exterior of the building façade and wrap to be replaced. Front façade windows and the entrance door would be replaced as would the roof design and material. The main entrance to the building will be combined with the existing Police Department entrance and the current main entrance becomes a secondary means of egress. Interior modifications are limited to renovating the hallway to provide ample ingress and egress into the Council meeting area and Administrative Staff offices. The existing restrooms, both public and staff, would be upgraded to comply with current ADA standards. Additional interior work is limited to retrofitting the new windows and doorway. The bid scope does not include any site work.

Project Funding Options

Existing Town Debt

The proposed project funding source is through a municipal bond issuance. Municipal borrowing through the State's VML/VACO program is typically used and has been utilized in the past by the Town of Haymarket. The Town's existing debt service payment is approximately \$215K annually servicing two general obligation bonds and a police vehicle lease detailed below:

1. The current balance on the general obligation bonds is \$1,068,200, with annual payments (P+I) to service the debt at \$183,440. They were 2014 issuances; 2014A, which will be retired in August 2025 and 2014 B, scheduled to be retired in August 2023. Interest rates are 2.28% and 3.25% respectfully.
2. A five-year lease which was secured in 2017 for five new Police vehicles. The lease will be paid off in March 2022. The current annual lease payment is \$31,592. The lease interest is 1.97%

Option 1 - Combination of New Bond Issuance and Use of Unrestricted Reserves

In September 2017 the Town explored the feasibility of funding the project by issuing a municipal bond through VML/VACO Finance. That analysis, prior to the reduction in project scope, estimated a project cost of \$2M. Because of the interest rates at that time, the financing scenario rolled the existing debt into the new borrowing. The Town did not proceed with the financing. The project, reduced in scope, was re-bid in September 2018. Then, VML/VACO Finance provided a preliminary Debt Service Analysis on a \$700K bond. The thinking then was that some of the Towns reserves could be leveraged against the borrowing. VML/VACO representatives verified that the rates are the same today. The new debt service, estimated today, on \$700K would be around \$62K, which services a 15-year note at an interest rate of 3.85%. The higher interest rates, as compared to those in 2017, no longer makes refinancing the existing debt an attractive option.

As previously reported, the Town’s existing general obligation bond is on a 10-year amortization schedule and will be totally retired in 2025. Refinancing would extend this debt for 15 years at the estimated higher rates.

Cash Assets

The following indicates the Town’s current cash assets as of February 28th, 2019, the incumbrances on those funds and the unrestricted funds available at Council’s discretion.

Virginia Investment Pool	\$310,417.10
SONA Bank - General	\$50,000.00
SONA Bank - Sweep	\$466,627.48
SONA Bank - Benefits	\$947.04
TFB - Historic Book	\$3,642.39
Sona Bank 427	<u>\$734,892.31</u>
Total Cash Funds on Hand	<u>\$1,566,526.32</u>

Encumbered Funds

- 30% Required Reserves (Council Policy) \$(469,957.90)
- General/Sweep funds (Operational Funds) \$(516,627.48)
- Required match for Pedestrian Improvement Project \$(250,000.00)

***Current Unencumbered Funds \$329,940.94**

*Note - The unencumber funds would be reduced by any amount the Council decides to use for funding Capital Projects in the upcoming FYE 2020 budget; other than the Pedestrian Improvement funding which is committed as part of the VDOT funding, as is shown.

Option 2 - Fund Entire Cost with Bond Issuance

VML/VACO will finance the entire amount. That would be \$1M at 3.85% for 15 years. This will increase the new debt service payments by approximately \$88,000 annually. It doubles the Town’s existing debt and increases the annual payments to \$303,032 annually. This represents approximately 10% of the budget.

Option 3 - Sell Existing Property to Offset Cost

Council has received an offer to purchase one of its rental properties. The initial offer was \$500K. Should Council entertain this offer, the capital generated could be used to leverage the funding for the Town Center Project. Under this scenario, the bond issuance would be reduced to approximately \$500K. New debt service payments would be approximately \$43K annually. Total debt service payment would be \$258,032.

Attachment: Town Center Bid Report (3987 : Town Center Bid Report)

Summary of Debt Service Options

Total Existing Annual Debt Service Payment	\$215K
*New Annual Debt Service with \$700K Loan - Using \$300K From Reserves	\$62K
*New Annual Debt Service with \$1M Loan - Borrowing Full Amount	\$88K
*New Annual Debt Service Using Proceeds (\$500K) from Property Sale	\$43K

* All estimates on new debt service are based on the current market and are subject to change with market conditions. The loan scenarios do not include closing costs, which are estimated at \$23-26K, depending on the amount of the loan. The estimate includes bond counsel, bank counsel, and program fees. VML/VACO Board of Directors has approved grants of \$5,000 for participants in the Fixed Rate Loan Program to assist with closing. In order to qualify, applicants are required to establish a project account with the Virginia Investment Pool. The Town currently has cash assets in that pool. Benefits of the account include an attractive interest income rate and arbitrage monitoring. The loan proceeds would be front loaded, the account would hold those proceeds and allow the Town to receive interest on the funds during the project.

Funding New Debt Service

The draft Fiscal Year 2019/20 Haymarket Budget does not include any funding for new debt service. Any additional debt service approved by the Council will require adjusting the draft budget to include new revenue sources to fund the debt cost.

At its recent Council Budget Work Session, Council discussed two options. A.) Increasing the real property tax. However, one cent on the tax rate would only generate between \$30K-\$40K in new revenue. B.) Council then focused on increasing the meals tax by 1%. This could generate up to \$160k in new revenue.

While any tax increase is a difficult decision for Locally Elected Officials, option B is less burdensome to Town residents. It is also less burdensome on the food establishments as opposed to real property assessments, or other options such as an increase to the Town Business License. Increased property tax would drive higher rents and add to the cost of doing business to those eating establishments residing in owner/occupied space. Increased Town Business License rates would also directly impact the restaurant profit since those costs are paid directly by the business owner and contribute to the operational overhead.

The meals tax is typically passed thru directly to the patron and is not a direct cost to the business. Marginal increases to the meals tax are generally not seen as a negative to the customer.

Attachment: Town Center Bid Report (3987 : Town Center Bid Report)

Suggestions and Next Steps

By increasing the meals tax, the additional revenue would allow the Town to fund the Town Center renovation without utilizing reserves, retire the debt sooner and possibly allow site improvements to be included in the work.

Council Action

If Council believes this is a viable option for further consideration, it should instruct the Town Treasurer to advertise the new meals tax rate (5%) along with the equalized real property tax rate notice for Public Hearing.



Emily K. Lockhart
Town Planner and Zoning Administrator

MEMORANDUM

TO: Mayor and Council
FROM: Emily K. Lockhart
DATE: March 26, 2019
SUBJECT: Capital Improvements Plan

Summary:

Please find attached to this packet the Draft CIP spreadsheet. The Planning Commission has prepared and recommended the Draft CIP for the Town Council. After hearing public comment and further discussion amongst the Planning Commission at March 18th's regularly scheduled meeting the Planning Commission voted to maintain the Quiet Zone Implementation Line Item.

If you have any questions or concerns before the meeting, please email or call me, so that I can provide all documents prior to the meeting for a more productive conversation.

Thank you,
Emily

Attachment: CIP Memo to TC (3982 : Draft CIP)



Town of Haymarket
2019-2024 Capital Improvements Plan

7.5.b

	Town Contributions					Total Project Costs
	Upcoming Year	Future Years				
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	
GENERAL GOVERNMENT						
Washington Street Beautification						
Painting of Light Posts		\$20,000			\$20,000	\$40,000
Benches, Pads, Trashcans, Bike Racks		\$5,000	\$5,000	\$5,000	\$5,000	\$20,000
Crosswalk Repair		\$50,000			\$20,000	\$70,000
Streets, Sidewalks, Parking						
Haymarket Park Sidewalk to Bleight Drive		\$250,000				\$250,000
Municipal Parking Lot						\$0
Sidewalk extension (Jefferson St./ Town Side Streets)	\$500,000					\$500,000
Town Center Property						
Master Plan construction	\$100,000					\$100,000
Security Surveillance System	\$10,000					\$10,000
Haymarket Community Park						
Master Plan Engineering	\$75,000					\$75,000
Construction		\$235,000	\$2,000,000	\$2,000,000	\$2,000,000	\$6,235,000
Town Administration						
Information Technology Upgrade		\$25,000	\$25,000			\$50,000
Town Signage						
Gateway Sign Program (Design, Engineering, Construction)	\$15,000	\$35,000	\$35,000			\$85,000
Post & Panel Gateway Signs (Qty 2)	\$16,000					\$16,000
National Historic Registry Marker		\$5,000				\$5,000
Quiet Zone						
Quiet Zone Implementation		\$150,000	\$150,000	\$250,000		\$550,000
POLICE DEPARTMENT						
Police Cruiser	\$45,000	\$47,500	\$50,000	\$52,500	\$55,000	\$250,000
RADAR Speed Indicator Signs	\$15,000					\$15,000
Duty Pistol Upgrade	\$5,500					
Scene/Event Lights		\$10,000				\$10,000
RADAR Speed Trailer		\$12,500				\$12,500
Variable Message Boards			\$20,000			\$20,000
MUSEUM						
Security Surveillance System (Museum and Park Buildings)	\$5,000					\$5,000
Totals		\$786,500	\$845,000	\$2,285,000	\$2,307,500	\$2,100,000

Attachment: 2019 Draft CIP 5 Year Plan (3982 : Draft CIP)



Town of Haymarket
15000 Washington Street, #100
Haymarket, VA 20169
703-753-2600

ROBERTO GONZALEZ
TOWN TREASURER

Town of Haymarket Council Meeting
April 01, 2019

Budget Public Hearing Schedule

The first balanced draft budget was presented to the Council on March 25, 2019. Council requested some changes. I have included the original budget that was discussed in the Work Session held on the 25th of March and the revised budget that includes the changes the Council requested. Should additional review be necessary we have tentatively set a work session for April 10, 2019.

Sample Motion

I move Town Council authorize the Clerk of Council to advertise a public hearing for the increase of Meals Tax from the current rate of 4% to 5% on – (INSERT DATE AND TIME OF MEETING)

If Council is satisfied with the changes at the April 1st meeting, it should vote to direct the Clerk to advertise a public hearing on the draft budget and proposed tax rate. The Public Hearing on the proposed budget must be published a minimum 7 days before the hearing and the hearing must be held 7 days prior to approving the budget.

A public hearing will also be required on the proposed tax rate. Although we are not proposing to increase the tax rate, the increased assessment will trigger the hearing. This public hearing must be advertised 30 days prior to the hearing date. The rate can be approved at the same meeting.

Suggested publication and proposed meeting dates:

- May 8, 2019 @ 7PM for the Public Hearing on the FY2019-20 budget
Notice would be submitted for publication on April 24, 2019
- May 14, 2019 @ 7PM for the Public Hearing on the FY2019-20 tax rate
Notice would be submitted for publication on April 10, 2019
- The tax rate may be adopted at the May 14th meeting, if Council desires

Sample Motions

I move the Haymarket Town Council authorize the Clerk to advertise a public hearing to be held on the draft Fiscal Year 2019-20 Budget on May 8, 2019 at 7PM.

I move the Haymarket Town Council authorize the Clerk to advertise a public hearing for May 14, 2019 @ 7PM for public comments on the FY 2019-20 real property tax rate remaining at the existing rate of 0.146 per \$100 of assessed value. This notice shall also include the information required under Section 58.1-3321 of the Code of Virginia.

*Or
Alternative Motions*

Drafted - 03/27/2019	2017 Actual	2018 Actual	Actual As of 12/31/18	2019 Budget	Difference	2020 Proposed Budget	Percentage
REVENUES							
MISCELLANEOUS REVENUE	5.00						
3110 · GENERAL PROPERTY TAXES							
Real Estate - Current	285,702.84	340,658.41	362,220.57	367,666.00	6,591.00	374,257.00	
Public Service Corp RE Tax	9,810.12	11,273.29	11,778.30	11,274.00	510.00	11,784.00	
Interest - All Property Taxes	224.49	115.03	0.02	0.00		0.00	
Penalties - All Property Taxes	1,366.09	726.20	-17.47	1,000.00		1,000.00	
Uncollected Tax Write Offs	113.91	0.00	0.00			0.00	
Total 3110 · GENERAL PROPERTY TAXES	297,217.45	352,772.93	373,981.42	379,940.00	7,101.00	387,041.00	
3120 · OTHER LOCAL TAXES							
Bank Stock Tax	44,584.00	24,239.00	0.00	18,000.00	4,000.00	22,000.00	
Business License Tax	155,990.85	184,705.45	3,764.70	180,000.00	5,000.00	185,000.00	
Cigarette Tax	168,838.56	124,931.80	80,925.00	135,000.00	25,000.00	160,000.00	
Consumer Utility Tax	154,507.14	165,987.08	77,428.57	150,000.00		150,000.00	
Meals Tax - Current	607,326.53	671,603.48	365,506.64	650,000.00	20,000.00	670,000.00	
Sales Tax Receipts	155,343.72	152,958.74	74,367.41	155,000.00		155,000.00	
Penalties (Non-Property)	2,276.33	3,860.36	545.58	0.00		0.00	
Interest (Non-Property)	526.71	200.48	18.43	0.00		0.00	
Total 3120 · OTHER LOCAL TAXES	1,289,393.84	1,328,486.39	602,556.33	1,288,000.00	54,000.00	1,342,000.00	
3130 · PERMITS,FEES & LICENESES							
Application Fees	6,051.00	4,885.00	4,400.00	2,700.00	1,800.00	4,500.00	
Inspection Fees	9,719.60	8,442.97	6,090.00	10,000.00	5,000.00	15,000.00	
Motor Vehicle Licenses	1,380.00	1,128.00	453.00	1,900.00		1,900.00	
Occupancy Permits	200.00	500.00	0.00			0.00	
Other Planning & Permits	22,504.80	14,860.00	11,090.63	25,000.00		25,000.00	
Total 3130 · PERMITS,FEES & LICENESES	39,855.40	29,815.97	22,033.63	39,600.00	6,800.00	46,400.00	
3140 · FINES & FORFEITURES							
Fines	69,773.34	68,459.29	16,448.22	65,000.00	-35,000.00	30,000.00	
Total 3140 · FINES & FORFEITURES	69,773.34	68,459.29	16,448.22	65,000.00	-35,000.00	30,000.00	
3150 · REVENUE - USE OF MONEY							
Earnings on VACO/VML Investment	25.79	-22.92	2,251.85	0.00		0.00	
Interest on Bank Deposit	1,420.92	1,044.13	3,068.37	8,000.00		8,000.00	
Interest on Bank Deposits	8,465.63	12,202.64	5,454.29	0.00		0.00	
Total 3150 · REVENUE - USE OF MONEY	9,912.34	13,223.85	10,774.51	8,000.00	0.00	8,000.00	

Attachment: 2019-2020 Budget DRAFT_without Meals Tax Increase_03-27-19 (AGI-2019-19 : 2019-2020

3151 · RENTAL (USE OF PROPERTY)						
Suite 110 Rental Income	10,868.49	20,191.96	11,293.51			0.00
Action Tank Drain Services				6,924.00		6,924.00
Body Mind Studio LLC				4,390.20		4,390.20
Dent-ology, Inc				3,168.00		3,168.00
LF Security				6,960.00		6,960.00
315110 · Suite 200 Genesis Contracting	5,663.23	4,890.08	2,010.00	0.00		0.00
315120 · Suite 202 Metis Group	3,176.25	-2,500.00	3,500.00	3,500.00		3,500.00
315125 · Suite 204 MAC-ISA	4,000.00	4,790.00	2,100.00	5,040.00		5,040.00
315130 · Suite 206 Xcellent Technology	37,471.24	20,476.00	0.00	0.00		0.00
315150 · 15020 Washington Realty	42,717.96	42,717.96	21,358.98	42,717.96		42,717.96
315155 · 15026 Copper Cricket	19,078.34	19,656.00	11,509.00	20,244.00		20,244.00
315160 · The Very Thing For Her	25,920.00	29,820.00	16,860.00	33,120.00		33,120.00
315190 · Town Hall Rental Income	200.00	800.00	0.00			0.00
3151 · RENTAL (USE OF PROPERTY) - Other	4,002.00	3,834.15	365.85	136,957.00	-136,957.00	0.00
Total 3151 · RENTAL (USE OF PROPERTY)	153,097.51	144,676.15	68,997.34	136,957.00	-10,892.84	126,064.16
3160 · CHARGES FOR SERVICES						
FOIA Receipts	0.00	0.00	120.00			
Public Safety						
Donation/Grants	3,762.51	1,519.80	3,502.00	5,000.00	-2,000.00	3,000.00
Public Safety - Other	1,807.50	18,402.00	125.00	0.00		0.00
Total Public Safety	5,570.01	19,921.80	3,627.00	5,000.00	-2,000.00	3,000.00
Total 3160 · CHARGES FOR SERVICES	5,570.01	19,921.80	3,747.00	5,000.00	-2,000.00	3,000.00
3165 · REVENUE - TOWN EVENTS						
Revenue - Town Events	79,165.82	83,084.00	72,520.17	70,000.00		70,000.00
Total 3165 · REVENUE - TOWN EVENTS	79,165.82	83,084.00	72,520.17	70,000.00	0.00	70,000.00
3170 · HISTORICAL FUND						
Historical Fund	0.00	0.00	21,230.02	21,230.02		21,230.02
Total 3170 · HISTORICAL FUND	0.00	0.00	21,230.02	21,230.02	0.00	21,230.02
3180 · MISCELLANEOUS						
Citations & Accident Reports	1,320.00	545.00	405.00	1,000.00		1,000.00
Vetern Banners	0.00	0.00	429.00			0.00
Miscellaneous	526.81	108.62	60.00	0.00		0.00
Recovered Costs- Private Events						
Donations						
Charitable Contributions	0.00	137.76	2.00			0.00
Total Donations	0.00	137.76	2.00			0.00
Recovered Costs- Private Events - Other	916.96	0.00	0.00	0.00		0.00
Total Recovered Costs- Private Events	916.96	137.76	2.00	0.00		0.00
3180 · MISCELLANEOUS - Other	2,933.29	2,559.87	0.00	0.00		0.00
Total 3180 · MISCELLANEOUS	5,697.06	3,351.25	896.00	1,000.00	0.00	1,000.00
32 · REVENUE FROM COMMONWEALTH						
VDOT Grant Revenue	19,954.90	1,406.08	0.00	0.00		0.00
599 Law Enforcement Grant	29,280.00	29,280.00	15,182.00	28,000.00	2,364.00	30,364.00

Attachment: 2019-2020 Budget DRAFT_without Meals Tax Increase_03-27-19 (AGI-2019-19 : 2019-2020

Car Rental Reimbursement	6,488.68	6,732.57	3,813.80	5,500.00	1,000.00	6,500.00
Communications Tax	118,717.89	115,006.54	45,981.37	117,000.00		117,000.00
Department of Fire Programs	0.00	0.00	0.00			0.00
State Litter Prevention Grant	1,031.00	0.00	0.00			0.00
Other	500.00	0.00	0.00	1,000.00	-1,000.00	0.00
Personal Property Tax Reimburse	18,626.97	18,626.97	18,626.97	18,627.00		18,627.00
Railroad Rolling Stock	1,352.04	1,355.70	1,333.31	1,500.00		1,500.00
32 · REVENUE FROM COMMONWEALTH - (4,050.00	0.00	0.00			
Total 32 · REVENUE FROM COMMONWEALTH	200,001.48	172,407.86	84,937.45	171,627.00	2,364.00	173,991.00
33 · REVENUE FROM FEDERAL GOVERNMENT						
DMV Transp Safety Grant	8,643.96	10,525.78	6,055.75	13,000.00	-7,000.00	6,000.00
CABOOSE ENHANCEMENT GRANT	0.00	0.00	0.00	7,100.00	-7,100.00	0.00
DMV Grant - Federal	1,892.43	0.00	0.00			0.00
PEDESTRIAN IMPROVEMENT GRANT	59,580.00	6,157.24	0.00	0.00		0.00
SAFETY LU/MAP 21 GRANT	335.75	0.00	0.00			0.00
Proceeds from Bonds			0.00		200,000.00	200,000.00
33 · REVENUE FROM FEDERAL GOVERNMENT	0.00	0.00	0.00	208,600.00	41,400.00	250,000.00
Total 33 · REVENUE FROM FEDERAL GOVERNMENT	70,452.14	16,683.02	6,055.75	228,700.00	227,300.00	456,000.00
35 · Reserve Funds For CIP	0.00	0.00	0.00	250,000.00	50,000.00	300,000.00
Total Revenue	2,220,141.39	2,232,882.51	1,284,177.84	2,665,054.02	299,672.16	2,964,726.18
						11.24%

EXPENDITURES

01 · ADMINISTRATION						
11100 · TOWN COUNCIL						
Convention & Education	3,440.00	1,067.64	2,352.46	5,000.00		5,000.00
FICA/Medicare	2,045.84	1,460.00	636.86	2,000.00		2,000.00
Meals and Lodging	2,004.14	257.30	1,015.37	1,500.00	500.00	2,000.00
Mileage Allowance	757.70	163.93	0.00	750.00	-500.00	250.00
Salaries & Wages - Regular	26,235.00	18,825.00	9,925.00	32,100.00		32,100.00
Town Elections	0.00	3,161.04	0.00		3,200.00	3,200.00
Unemployment Insurance	0.00	0.00	0.00			0.00
Total 11100 · TOWN COUNCIL	34,482.68	24,934.91	13,929.69	41,350.00	3,200.00	44,550.00
12110 · TOWN ADMINISTRATION						
Salaries/Wages-Regular	256,630.13	289,887.00	110,658.54	209,697.00	9,303.00	219,000.00
Salaries/Wages - Overtime	6,571.10	0.00	0.00			0.00
Salaries/Wages - Part Time	51,892.50	48,967.00	38,096.00	70,200.00	-20,200.00	50,000.00
FICA/Medicare	24,476.31	24,792.02	10,987.92	18,044.00	1,240.00	19,284.00
VRS	21,192.50	27,650.54	8,915.57	34,236.00	-9,400.00	24,836.00
Health Insurance	41,511.23	49,932.10	22,037.64	38,677.00	3,200.00	41,877.00
Life Insurance	2,379.50	3,391.29	1,267.96	4,000.00	-1,000.00	3,000.00
Disability Insurance	1,299.57	1,375.25	797.22	2,900.00	-927.00	1,973.00
Unemployment Insurance	1,641.00	5,107.13	1,471.99	2,000.00		2,000.00
Worker's Compensation	400.00	402.64	300.00	300.00	115.00	415.00
Gen Property/Liability Ins.	15,491.00	14,827.00	14,700.00	16,000.00		16,000.00
Accounting Services	19,251.63	6,406.61	4,156.08	8,000.00		8,000.00

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Cigarette Tax Administration	771.42	-317.80	2,532.79	5,500.00		5,500.00
Printing & Binding	6,960.57	12,136.39	3,837.19	13,000.00	-4,075.00	8,925.00
Advertising	9,719.19	8,919.95	1,954.00	12,000.00		12,000.00
Computer, Internet &Website Svc	48,666.68	30,189.22	10,722.45	23,650.00		23,650.00
Postage	1,932.76	2,379.50	1,240.98	4,000.00		4,000.00
Telecommunications	4,973.66	2,743.58	222.03	6,000.00		6,000.00
Mileage Allowance	1,050.67	372.76	33.25	2,500.00	-2,000.00	500.00
Meals & Lodging	1,111.16	2,104.71	729.34	6,000.00		6,000.00
Convention & Education	2,062.02	5,266.78	1,160.05	8,000.00	2,000.00	10,000.00
Miscellaneous	325.32	76.45	0.00		1,000.00	1,000.00
Discretionary Fund	1,701.76	154.70	0.00	1,000.00	-1,000.00	0.00
Books, Dues & Subscriptions	24,470.17	15,491.10	8,002.13	15,000.00	1,000.00	16,000.00
Office Supplies	5,873.96	4,606.72	3,016.46	4,000.00	2,500.00	6,500.00
Equipment Rental	100.00	0.00	0.00		4,075.00	4,075.00
Capital Outlay-Machinery/Equip	10,425.19	708.46	0.00	7,000.00	-7,000.00	0.00
66900 · Reconciliation Discrepancies	0.00	-0.01	0.00			0.00
12110 · TOWN ADMINISTRATION - Other	125.24	15.00	0.00			0.00
Total 12110 · TOWN ADMINISTRATION	563,006.24	557,586.09	246,839.59	511,704.00	-21,169.00	490,535.00
12210 · LEGAL SERVICES						
Legal Services	82,717.55	48,969.22	27,691.84	73,000.00		73,000.00
Total 12210 · LEGAL SERVICES	82,717.55	48,969.22	27,691.84	73,000.00	0.00	73,000.00
12240 · INDEPENDENT AUDITOR						
Auditing Services	14,350.00	14,350.00	0.00	16,500.00	-500.00	16,000.00
Total 12240 · INDEPENDENT AUDITOR	14,350.00	14,350.00	0.00	16,500.00	-500.00	16,000.00
Total 01 · ADMINISTRATION	694,556.47	645,840.22	288,461.12	642,554.00	-18,469.00	624,085.00
03 · PUBLIC SAFETY						
31100 · POLICE DEPARTMENT						
Salaries & Wages - Regular	392,200.97	339,017.80	183,598.47	380,741.00	43,716.00	424,457.00
Salaries & Wages - OT Regular	6,185.42	7,434.92	0.00	14,000.00	-14,000.00	0.00
Salaries & Wages - OT Premium	8,571.25	8,520.98	12,942.98	20,000.00	14,000.00	34,000.00
Salaries & Wages - Holiday Pay	13,367.68	13,378.56	7,317.24	10,000.00	4,000.00	14,000.00
Salaries & Wages - Part Time	15,145.48	7,742.18	9,664.94	14,000.00	6,000.00	20,000.00
Salaries & Wages - VDOT	15,809.04	7,993.92	0.00	0.00		0.00
Salary & Wages - DMV Grant	0.00	0.00	3,750.57	0.00		0.00
FICA/MEDICARE	32,338.89	28,828.27	16,151.63	29,879.00	2,592.00	32,471.00
VRS	37,668.02	35,474.34	16,565.94	42,221.00	3,663.00	45,884.00
Health Insurance	71,851.58	53,972.08	30,692.88	67,380.00	5,995.20	73,375.20
Life Insurance	4,465.59	4,294.90	2,294.70	4,648.00	912.00	5,560.00
Disability Insurance	3,536.58	2,055.13	1,073.77	1,313.00	1,187.00	2,500.00
Unemployment Insurance	0.00	0.00	0.00	2,178.00	2.00	2,180.00
Workers' Compensation Insurance	8,984.00	11,781.36	9,946.00	12,964.00		12,964.00
Line of Duty Act Insurance	1,590.00	1,662.00	0.00	1,440.00	300.00	1,740.00
Legal Services	15,847.82	11,231.10	8,838.05	12,000.00	12,000.00	24,000.00

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Advertising	40.00	0.00	27.40			0.00
Electrical Services	341.29	0.00	0.00			0.00
Computer, Internet & Website	2,103.50	9,649.43	11,323.70	14,000.00		14,000.00
Postage	420.68	139.78	22.10	300.00		300.00
Telecommunications	9,884.64	7,429.41	4,103.15	10,350.00	-350.00	10,000.00
General Prop Ins (Vehicles)	4,648.00	7,330.00	4,089.00	5,000.00		5,000.00
Mileage Allowance	0.00	0.00	0.00		-200.00	-200.00
Meals and Lodging	1,801.68	323.30	-32.74			0.00
Convention & Edu. (Training)	1,185.00	479.58	2,579.66	3,500.00	1,000.00	4,500.00
Miscellaneous	58.62	0.00	0.00	500.00	500.00	1,000.00
Annual Dues & Subscriptions	7,960.88	6,073.90	9,678.50	7,524.00	4,476.00	12,000.00
Office Supplies						0.00
Printing & Binding	638.20	675.72	0.00	0.00		0.00
Office Supplies - Other	2,628.19	4,442.56	3,515.82	3,500.00	1,500.00	5,000.00
Total Office Supplies	3,266.39	5,118.28	3,515.82	3,500.00		
Vehicle Fuels	15,821.91	18,810.59	8,350.13	16,000.00		16,000.00
Vehicle Maintenance/Supplies	13,162.10	10,842.18	6,209.82	8,000.00	2,000.00	10,000.00
Repairs/Maintenance Supplies	0.00	8,736.42	165.05	0.00		0.00
Uniforms & Police Supplies	24,751.67	46,947.15	27,374.34	22,300.00	-300.00	22,000.00
Donation Expenditure					3,000.00	3,000.00
Community Events	1,459.42	2,209.60	4,407.97	5,000.00		5,000.00
Equipment Maintenance	81.00	0.00	0.00			0.00
Grant Expenditures	224.00	0.00	0.00	13,000.00	-7,000.00	6,000.00
Insurance Pass-Through	0.00	-8,421.97	0.00	0.00		0.00
Mobile Data Computer Netwk Svc	0.00	25,897.00	0.00	15,000.00	2,000.00	17,000.00
Police Supplies	306.20	0.00	0.00			0.00
Capital Outlay-Machinery/Equip	199,835.93	0.00	21,313.19	31,592.00	-31,592.00	0.00
Capital Outlay-Furniture/Fixtur	0.00	2,675.90	0.00	0.00		0.00
31100 · POLICE DEPARTMENT - Other	300.00	0.00	0.00			0.00
Total 31100 · POLICE DEPARTMENT	915,215.23	677,628.09	405,964.26	768,330.00	53,901.20	818,731.20
32100 · FIRE & RESCUE						
Contributions to other Govt Ent	0.00	0.00	0.00			
Total 32100 · FIRE & RESCUE	0.00	0.00	0.00			
34100 · BUILDING OFFICIAL						
Erosion & Sedimentation Ins.	0.00	0.00	6,150.00	40,000.00	-10,000.00	30,000.00
34100 · BUILDING OFFICIAL - Other	42,155.00	28,555.00	0.00	10,000.00	-10,000.00	0.00
Total 34100 · BUILDING OFFICIAL	42,155.00	28,555.00	6,150.00	50,000.00	-20,000.00	30,000.00
Total 03 · PUBLIC SAFETY	957,370.23	706,183.09	412,114.26	818,330.00	33,901.20	848,731.20
04 · PUBLIC WORKS						
Town Public Works	0.00	45,460.75	17,967.36	70,426.00	-14,745.80	55,680.20
Street Beautification - HF	0.00	0.00	0.00	21,230.02		21,230.02
43200 · REFUSE COLLECTION						
Trash Removal Contract	73,830.28	73,656.59	44,083.98	78,000.00	789.80	78,789.80
Total 43200 · REFUSE COLLECTION	73,830.28	73,656.59	44,083.98	78,000.00	789.80	78,789.80

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RENTAL PROPERTY - 14740 Wash St						
Repairs/Maintenance Services	2,643.00	0.00	0.00			
Total RENTAL PROPERTY - 14740 Wash St	2,643.00	0.00	0.00			
Town Decorations	2,759.00	0.00	0.00			
43100 · MAINT OF 15000 Wash St./Grounds						
Repairs/Maintenance Services	52,320.07	54,046.29	22,489.31	55,000.00		55,000.00
Maint Svc Contract-Pest Control	1,550.00	1,420.00	660.00	2,000.00		2,000.00
Maint Svc Contract-Landscaping	34,490.00	24,900.00	12,450.00	35,000.00		35,000.00
Maint Svc Contract Snow Removal	5,562.10	345.00	0.00	7,000.00		7,000.00
Maint Svc Cont- Street Cleaning	3,000.00	6,375.00	2,330.00	2,000.00	1,000.00	3,000.00
Electric/Gas Services	13,228.49	16,763.30	7,733.95	15,000.00		15,000.00
Electrical Services-Streetlight	4,820.92	4,557.99	2,464.00	5,500.00		5,500.00
Water & Sewer Services	1,045.86	2,228.98	1,030.07	2,000.00		2,000.00
Janitorial Supplies	281.57	109.11	720.65	1,000.00		1,000.00
Real Estate Taxes	3,337.39	1,625.17	1,115.91	4,000.00		4,000.00
43100 · MAINT OF 15000 Wash St./Grou	715.99	0.00	0.00			0.00
Total 43100 · MAINT OF 15000 Wash St./Gr	120,352.39	112,370.84	50,993.89	128,500.00	1,000.00	129,500.00
Total 04 · PUBLIC WORKS	199,584.67	231,488.18	113,045.23	298,156.02	-12,956.00	285,200.02
07 · PARKS, REC & CULTURAL						
70000 · HAYMARKET COMMUNITY PARK						
Grounds Maintenance/Repairs (Park Dev	0.00	0.00	5,022.03	68,000.00	-9,495.04	58,504.96
Total 70000 · HAYMARKET COMMUNITY P/	0.00	0.00	5,022.03	68,000.00	-9,495.04	58,504.96
71110 · EVENTS						
Advertising - Events	532.34	4,786.35	9,696.49	0.00		0.00
Salaries & Wages	468.30	0.00	0.00			0.00
Contractural Services	39,749.80	57,888.31	50,017.93	70,000.00		70,000.00
71110 · EVENTS - Other	2,121.72	285.67	130.38	0.00		0.00
Total 71110 · EVENTS	42,872.16	62,960.33	59,844.80	70,000.00	0.00	70,000.00
72200 · MUSEUM						
Unemployment Insurance	0.00	0.00	0.00			0.00
Advertising	326.50	0.00	0.00	750.00		750.00
Repairs & Maintenance Services	426.20	0.00	0.00			0.00
Telecommunications	2,162.84	2,314.40	1,074.01	2,200.00		2,200.00
Convention & Education	0.00	0.00	0.00			0.00
Mileage Allowance	0.00	0.00	0.00			0.00
Books, Dues & Subscriptions	268.40	0.00	0.00	250.00		250.00
Office Supplies	261.03	0.00	0.00	250.00		250.00
Electrical Services	92.53	0.00	0.00			0.00
Exhibits & Programs	1,371.79	1,141.40	0.00	1,700.00		1,700.00
Total 72200 · MUSEUM	4,909.29	3,455.80	1,074.01	5,150.00	0.00	5,150.00
Total 07 · PARKS, REC & CULTURAL	47,781.45	66,416.13	65,940.84	143,150.00	-9,495.04	133,654.96
08 · COMMUNITY DEVELOPMENT						
81100 · PLANNING COMMISSION						
Salaries & Wages - Regular	5,925.00	3,420.00	2,670.00	5,000.00	670.00	5,670.00

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FICA/Medicare	336.22	247.86	228.08	500.00		500.00
Consultants - Engineer	87,073.38	59,908.46	17,068.67	50,000.00		50,000.00
Consultants - Comp Plan	0.00	0.00	0.00	40,000.00		40,000.00
Mileage Allowance	241.92	230.05	0.00	500.00	-500.00	0.00
Meals & Lodging	203.94	22.62	0.00	750.00	-750.00	0.00
Convention/Education	1,157.49	69.99	0.00	2,000.00	-1,000.00	1,000.00
Books/Dues/Subscriptions	100.80	0.00	0.00			0.00
Total 81100 · PLANNING COMMISSION	95,038.75	63,898.98	19,966.75	98,750.00	-1,580.00	97,170.00
81110 · ARCHITECTURAL REVIEW BOARD						
Salaries & Wages - Regular	3,060.00	2,220.00	2,535.00	4,000.00	3,830.00	7,830.00
FICA/Medicare	159.78	148.42	249.01	850.00		850.00
Mileage Allowance	0.00	0.00	0.00	200.00	-200.00	0.00
Meals & Lodging	0.00	0.00	0.00	300.00	-300.00	0.00
Convention & Education	0.00	0.00	0.00	500.00	-500.00	0.00
Total 81110 · ARCHITECTURAL REVIEW BOARD	3,219.78	2,368.42	2,784.01	5,850.00	2,830.00	8,680.00
81111 · Board Of Zoning Appeals						
Convention & Education	0.00	0.00	0.00	500.00		500.00
FICA / Medicare	0.00	0.00	0.00	98.00		98.00
Salaries & Wages - Regular	0.00	0.00	0.00	1,575.00		1,575.00
81111 · Board Of Zoning Appeals - Other	0.00	0.00	0.00			0.00
Total 81111 · Board Of Zoning Appeals	0.00	0.00	0.00	2,173.00	0.00	2,173.00
Total 08 · COMMUNITY DEVELOPMENT	98,258.53	66,267.40	22,750.76	106,773.00	1,250.00	108,023.00
09 · NON-DEPARTMENTAL						
95100 · DEBT SERVICE						
Issuance of Capital Lease	-149,730.95	0.00	0.00			0.00
General Obligation Bond - Prin	189,936.36	155,700.00	169,499.91	186,440.00	-3,000.00	183,440.00
General Obligation Bond - Int	0.00	27,682.10	0.00			0.00
Capital Lease Pmt - Principal	0.00	28,783.74	0.00		31,592.00	31,592.00
Capital Lease - Interest Paymen	0.00	2,808.64	0.00			0.00
Total 95100 · DEBT SERVICE	40,205.41	214,974.48	169,499.91	186,440.00	28,592.00	215,032.00
Total 09 · NON-DEPARTMENTAL	40,205.41	214,974.48	169,499.91	186,440.00	28,592.00	215,032.00
94101 · CABOOSE ENHANCEMENT PROJECT	0.00	0.00	0.00	7,100.00	-7,100.00	0.00
94102 · HAYMARKET COMMUNITY PARK	3,104.66	0.00	0.00	0.00		0.00
94103 · PEDESTRIAN IMPROVEMENT PROJECT						0.00
Architectural/Engineering Fees	5,600.00	6,790.00	10,040.00			0.00
94103 · PEDESTRIAN IMPROVEMENT PRO.	63,882.00	33,964.24	0.00	208,600.00	291,400.00	500,000.00
Total 94103 · PEDESTRIAN IMPROVEMENT PF	69,482.00	40,754.24	10,040.00	208,600.00	284,300.00	500,000.00
94105 · PERSONNEL						
EMPLOYEE BENEFITS						0.00
6560 · Payroll Processing Fees	2,588.37	0.00	0.01			0.00
Total EMPLOYEE BENEFITS	2,588.37	0.00	0.01	0.00	0.00	0.00
94105 · PERSONNEL - Other	-60.00	0.00	0.00			0.00
Total 94105 · PERSONNEL	2,528.37	0.00	0.01	0.00	0.00	0.00
94106 · TOWN CENTER MASTER PLAN						

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Architectural/Engineering Fees	69,376.58	62,447.77	28,485.69	203,951.00	-3,951.00	200,000.00	
94106 · TOWN CENTER MASTER PLAN - OI	0.00	0.00	0.00	0.00		0.00	
Total 94106 · TOWN CENTER MASTER PLAN	69,376.58	62,447.77	28,485.69	203,951.00	-3,951.00	200,000.00	
94107 · BLIGHT MITIGATION							
Building Official/Engr.	0.00	0.00	0.00	50,000.00		50,000.00	
Total 94107 · BLIGHT MITIGATION	0.00	0.00	0.00	50,000.00	0.00	50,000.00	
9610 · General Reserve	0.00	0.00	0.00				
Total Expense	2,182,248.37	2,034,371.51	1,110,337.82	2,665,054.02	303,172.16	2,964,726.18	11.24%
	37,893.02	198,511.00	173,840.02	0.00		0.00	
94201 · Transfer to Capital Imp. Proj.	-196,360.00	0.00	0.00				
41050 · Transfer from General Fund	196,360.00	0.00	0.00				
99000 · Use of Carry-over surplus	0.00	0.00	0.00				
	0.00	0.00	0.00				
	0.00	0.00	0.00				
	37,893.02	198,511.00	173,840.02	0.00	0.00	0.00	

Drafted - 03/27/2019	2017 Actual	2018 Actual	Actual As of 12/31/18	2019 Budget	Difference	2020 Proposed Budget	Percentage
REVENUES							
MISCELLANEOUS REVENUE	5.00						
3110 · GENERAL PROPERTY TAXES							
Real Estate - Current	285,702.84	340,658.41	362,220.57	367,666.00	6,591.00	374,257.00	
Public Service Corp RE Tax	9,810.12	11,273.29	11,778.30	11,274.00	510.00	11,784.00	
Interest - All Property Taxes	224.49	115.03	0.02	0.00		0.00	
Penalties - All Property Taxes	1,366.09	726.20	-17.47	1,000.00		1,000.00	
Uncollected Tax Write Offs	113.91	0.00	0.00			0.00	
Total 3110 · GENERAL PROPERTY TAXES	297,217.45	352,772.93	373,981.42	379,940.00	7,101.00	387,041.00	
3120 · OTHER LOCAL TAXES							
Bank Stock Tax	44,584.00	24,239.00	0.00	18,000.00	4,000.00	22,000.00	
Business License Tax	155,990.85	184,705.45	3,764.70	180,000.00	5,000.00	185,000.00	
Cigarette Tax	168,838.56	124,931.80	80,925.00	135,000.00	25,000.00	160,000.00	
Consumer Utility Tax	154,507.14	165,987.08	77,428.57	150,000.00		150,000.00	
Meals Tax - Current	607,326.53	671,603.48	365,506.64	650,000.00	180,000.00	830,000.00	
Sales Tax Receipts	155,343.72	152,958.74	74,367.41	155,000.00		155,000.00	
Penalties (Non-Property)	2,276.33	3,860.36	545.58	0.00		0.00	
Interest (Non-Property)	526.71	200.48	18.43	0.00		0.00	
Total 3120 · OTHER LOCAL TAXES	1,289,393.84	1,328,486.39	602,556.33	1,288,000.00	214,000.00	1,502,000.00	
3130 · PERMITS,FEES & LICENSESES							
Application Fees	6,051.00	4,885.00	4,400.00	2,700.00	1,800.00	4,500.00	
Inspection Fees	9,719.60	8,442.97	6,090.00	10,000.00	5,000.00	15,000.00	
Motor Vehicle Licenses	1,380.00	1,128.00	453.00	1,900.00		1,900.00	
Occupancy Permits	200.00	500.00	0.00			0.00	
Other Planning & Permits	22,504.80	14,860.00	11,090.63	25,000.00		25,000.00	
Total 3130 · PERMITS,FEES & LICENSESES	39,855.40	29,815.97	22,033.63	39,600.00	6,800.00	46,400.00	
3140 · FINES & FORFEITURES							
Fines	69,773.34	68,459.29	16,448.22	65,000.00	-35,000.00	30,000.00	

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Total 3140 · FINES & FORFEITURES	69,773.34	68,459.29	16,448.22	65,000.00	-35,000.00	30,000.00
3150 · REVENUE - USE OF MONEY						
Earnings on VACO/VML Investment	25.79	-22.92	2,251.85	0.00		0.00
Interest on Bank Deposit	1,420.92	1,044.13	3,068.37	8,000.00		8,000.00
Interest on Bank Deposits	8,465.63	12,202.64	5,454.29	0.00		0.00
Total 3150 · REVENUE - USE OF MONEY	9,912.34	13,223.85	10,774.51	8,000.00	0.00	8,000.00
3151 · RENTAL (USE OF PROPERTY)						
Suite 110 Rental Income	10,868.49	20,191.96	11,293.51			0.00
Action Tank Drain Services					6,924.00	6,924.00
Body Mind Studio LLC					4,390.20	4,390.20
Dent-ology, Inc					3,168.00	3,168.00
LF Security					6,960.00	6,960.00
315110 · Suite 200 Genesis Contracting	5,663.23	4,890.08	2,010.00		0.00	0.00
315120 · Suite 202 Metis Group	3,176.25	-2,500.00	3,500.00		3,500.00	3,500.00
315125 · Suite 204 MAC-ISA	4,000.00	4,790.00	2,100.00		5,040.00	5,040.00
315130 · Suite 206 Xcellent Technology	37,471.24	20,476.00	0.00		0.00	0.00
315150 · 15020 Washington Realty	42,717.96	42,717.96	21,358.98		42,717.96	42,717.96
315155 · 15026 Copper Cricket	19,078.34	19,656.00	11,509.00		20,244.00	20,244.00
315160 · The Very Thing For Her	25,920.00	29,820.00	16,860.00		33,120.00	33,120.00
315190 · Town Hall Rental Income	200.00	800.00	0.00			0.00
3151 · RENTAL (USE OF PROPERTY) - Othe	4,002.00	3,834.15	365.85	136,957.00	-136,957.00	0.00
Total 3151 · RENTAL (USE OF PROPERTY)	153,097.51	144,676.15	68,997.34	136,957.00	-10,892.84	126,064.16
3160 · CHARGES FOR SERVICES						
FOIA Receipts	0.00	0.00	120.00			
Public Safety						
Donation/Grants	3,762.51	1,519.80	3,502.00	5,000.00	-2,000.00	3,000.00
Public Safety - Other	1,807.50	18,402.00	125.00	0.00		0.00
Total Public Safety	5,570.01	19,921.80	3,627.00	5,000.00	-2,000.00	3,000.00
Total 3160 · CHARGES FOR SERVICES	5,570.01	19,921.80	3,747.00	5,000.00	-2,000.00	3,000.00
3165 · REVENUE - TOWN EVENTS						
Revenue - Town Events	79,165.82	83,084.00	72,520.17	70,000.00		70,000.00
Total 3165 · REVENUE - TOWN EVENTS	79,165.82	83,084.00	72,520.17	70,000.00	0.00	70,000.00
3170 · HISTORICAL FUND						
Historical Fund	0.00	0.00	21,230.02	21,230.02		21,230.02
Total 3170 · HISTORICAL FUND	0.00	0.00	21,230.02	21,230.02	0.00	21,230.02
3180 · MISCELLANEOUS						
Citations & Accident Reports	1,320.00	545.00	405.00	1,000.00		1,000.00
Vetern Banners	0.00	0.00	429.00			0.00

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Miscellaneous	526.81	108.62	60.00	0.00		0.00
Recovered Costs- Private Events						
Donations						
Charitable Contributions	0.00	137.76	2.00			0.00
Total Donations	0.00	137.76	2.00			0.00
Recovered Costs- Private Events - Other	916.96	0.00	0.00	0.00		0.00
Total Recovered Costs- Private Events	916.96	137.76	2.00	0.00		0.00
3180 · MISCELLANEOUS - Other	2,933.29	2,559.87	0.00	0.00		0.00
Total 3180 · MISCELLANEOUS	5,697.06	3,351.25	896.00	1,000.00	0.00	1,000.00
32 · REVENUE FROM COMMONWEALTH						
VDOT Grant Revenue	19,954.90	1,406.08	0.00	0.00		0.00
599 Law Enforcement Grant	29,280.00	29,280.00	15,182.00	28,000.00	2,364.00	30,364.00
Car Rental Reimbursement	6,488.68	6,732.57	3,813.80	5,500.00	1,000.00	6,500.00
Communications Tax	118,717.89	115,006.54	45,981.37	117,000.00		117,000.00
Department of Fire Programs	0.00	0.00	0.00			0.00
State Litter Prevention Grant	1,031.00	0.00	0.00			0.00
Other	500.00	0.00	0.00	1,000.00	-1,000.00	0.00
Personal Property Tax Reimburse	18,626.97	18,626.97	18,626.97	18,627.00		18,627.00
Railroad Rolling Stock	1,352.04	1,355.70	1,333.31	1,500.00		1,500.00
32 · REVENUE FROM COMMONWEALTH - O	4,050.00	0.00	0.00			
Total 32 · REVENUE FROM COMMONWEALTH	200,001.48	172,407.86	84,937.45	171,627.00	2,364.00	173,991.00
33 · REVENUE FROM FEDERAL GOVERNMENT						
DMV Transp Safety Grant	8,643.96	10,525.78	6,055.75	13,000.00	-7,000.00	6,000.00
CABOOSE ENHANCEMENT GRANT	0.00	0.00	0.00	7,100.00	-7,100.00	0.00
DMV Grant - Federal	1,892.43	0.00	0.00			0.00
PEDESTRIAN IMPROVEMENT GRANT	59,580.00	6,157.24	0.00	0.00		0.00
SAFETY LU/MAP 21 GRANT	335.75	0.00	0.00			0.00
Proceeds from Bonds			0.00		200,000.00	200,000.00
33 · REVENUE FROM FEDERAL GOVERNME	0.00	0.00	0.00	208,600.00	41,400.00	250,000.00
Total 33 · REVENUE FROM FEDERAL GOVERN	70,452.14	16,683.02	6,055.75	228,700.00	227,300.00	456,000.00
35 · Reserve Funds For CIP	0.00	0.00	0.00	250,000.00	50,000.00	300,000.00
Total Revenue	2,220,141.39	2,232,882.51	1,284,177.84	2,665,054.02	459,672.16	3,124,726.18
						17.25%

EXPENDITURES

01 · ADMINISTRATION

11100 · TOWN COUNCIL

Convention & Education	3,440.00	1,067.64	2,352.46	5,000.00		5,000.00
FICA/Medicare	2,045.84	1,460.00	636.86	2,000.00		2,000.00
Meals and Lodging	2,004.14	257.30	1,015.37	1,500.00	500.00	2,000.00

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Mileage Allowance	757.70	163.93	0.00	750.00	-500.00	250.00
Salaries & Wages - Regular	26,235.00	18,825.00	9,925.00	32,100.00		32,100.00
Town Elections	0.00	3,161.04	0.00		3,200.00	3,200.00
Unemployment Insurance	0.00	0.00	0.00			0.00
Total 11100 · TOWN COUNCIL	34,482.68	24,934.91	13,929.69	41,350.00	3,200.00	44,550.00
12110 · TOWN ADMINISTRATION						
Salaries/Wages-Regular	256,630.13	289,887.00	110,658.54	209,697.00	9,303.00	219,000.00
Salaries/Wages - Overtime	6,571.10	0.00	0.00			0.00
Salaries/Wages - Part Time	51,892.50	48,967.00	38,096.00	70,200.00	-20,200.00	50,000.00
FICA/Medicare	24,476.31	24,792.02	10,987.92	18,044.00	1,240.00	19,284.00
VRS	21,192.50	27,650.54	8,915.57	34,236.00	-9,400.00	24,836.00
Health Insurance	41,511.23	49,932.10	22,037.64	38,677.00	3,200.00	41,877.00
Life Insurance	2,379.50	3,391.29	1,267.96	4,000.00	-1,000.00	3,000.00
Disability Insurance	1,299.57	1,375.25	797.22	2,900.00	-927.00	1,973.00
Unemployment Insurance	1,641.00	5,107.13	1,471.99	2,000.00		2,000.00
Worker's Compensation	400.00	402.64	300.00	300.00	115.00	415.00
Gen Property/Liability Ins.	15,491.00	14,827.00	14,700.00	16,000.00		16,000.00
Accounting Services	19,251.63	6,406.61	4,156.08	8,000.00		8,000.00
Cigarette Tax Administration	771.42	-317.80	2,532.79	5,500.00		5,500.00
Printing & Binding	6,960.57	12,136.39	3,837.19	13,000.00	-4,075.00	8,925.00
Advertising	9,719.19	8,919.95	1,954.00	12,000.00		12,000.00
Computer, Internet &Website Svc	48,666.68	30,189.22	10,722.45	23,650.00		23,650.00
Postage	1,932.76	2,379.50	1,240.98	4,000.00		4,000.00
Telecommunications	4,973.66	2,743.58	222.03	6,000.00		6,000.00
Mileage Allowance	1,050.67	372.76	33.25	2,500.00	-2,000.00	500.00
Meals & Lodging	1,111.16	2,104.71	729.34	6,000.00		6,000.00
Convention & Education	2,062.02	5,266.78	1,160.05	8,000.00	2,000.00	10,000.00
Miscellaneous	325.32	76.45	0.00		1,000.00	1,000.00
Discretionary Fund	1,701.76	154.70	0.00	1,000.00	-1,000.00	0.00
Books, Dues & Subscriptions	24,470.17	15,491.10	8,002.13	15,000.00	1,000.00	16,000.00
Office Supplies	5,873.96	4,606.72	3,016.46	4,000.00	2,500.00	6,500.00
Equipment Rental	100.00	0.00	0.00		4,075.00	4,075.00
Capital Outlay-Machinery/Equip	10,425.19	708.46	0.00	7,000.00	-7,000.00	0.00
66900 · Reconciliation Discrepancies	0.00	-0.01	0.00			0.00
12110 · TOWN ADMINISTRATION - Other	125.24	15.00	0.00			0.00
Total 12110 · TOWN ADMINISTRATION	563,006.24	557,586.09	246,839.59	511,704.00	-21,169.00	490,535.00
12210 · LEGAL SERVICES						
Legal Services	82,717.55	48,969.22	27,691.84	73,000.00		73,000.00

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Total 12210 · LEGAL SERVICES	82,717.55	48,969.22	27,691.84	73,000.00	0.00	73,000.00
12240 · INDEPENDENT AUDITOR						
Auditing Services	14,350.00	14,350.00	0.00	16,500.00	-500.00	16,000.00
Total 12240 · INDEPENDENT AUDITOR	14,350.00	14,350.00	0.00	16,500.00	-500.00	16,000.00
Total 01 · ADMINISTRATION	694,556.47	645,840.22	288,461.12	642,554.00	-18,469.00	624,085.00
03 · PUBLIC SAFETY						
31100 · POLICE DEPARTMENT						
Salaries & Wages - Regular	392,200.97	339,017.80	183,598.47	380,741.00	43,716.00	424,457.00
Salaries & Wages - OT Regular	6,185.42	7,434.92	0.00	14,000.00	-14,000.00	0.00
Salaries & Wages - OT Premium	8,571.25	8,520.98	12,942.98	20,000.00	14,000.00	34,000.00
Salaries & Wages - Holiday Pay	13,367.68	13,378.56	7,317.24	10,000.00	4,000.00	14,000.00
Salaries & Wages - Part Time	15,145.48	7,742.18	9,664.94	14,000.00	6,000.00	20,000.00
Salaries & Wages - VDOT	15,809.04	7,993.92	0.00	0.00		0.00
Salary & Wages - DMV Grant	0.00	0.00	3,750.57	0.00		0.00
FICA/MEDICARE	32,338.89	28,828.27	16,151.63	29,879.00	2,592.00	32,471.00
VRS	37,668.02	35,474.34	16,565.94	42,221.00	3,663.00	45,884.00
Health Insurance	71,851.58	53,972.08	30,692.88	67,380.00	5,995.20	73,375.20
Life Insurance	4,465.59	4,294.90	2,294.70	4,648.00	912.00	5,560.00
Disability Insurance	3,536.58	2,055.13	1,073.77	1,313.00	1,187.00	2,500.00
Unemployment Insurance	0.00	0.00	0.00	2,178.00	2.00	2,180.00
Workers' Compensation Insurance	8,984.00	11,781.36	9,946.00	12,964.00		12,964.00
Line of Duty Act Insurance	1,590.00	1,662.00	0.00	1,440.00	300.00	1,740.00
Legal Services	15,847.82	11,231.10	8,838.05	12,000.00	12,000.00	24,000.00
Advertising	40.00	0.00	27.40			0.00
Electrical Services	341.29	0.00	0.00			0.00
Computer, Internet & Website	2,103.50	9,649.43	11,323.70	14,000.00		14,000.00
Postage	420.68	139.78	22.10	300.00		300.00
Telecommunications	9,884.64	7,429.41	4,103.15	10,350.00	-350.00	10,000.00
General Prop Ins (Vehicles)	4,648.00	7,330.00	4,089.00	5,000.00		5,000.00
Mileage Allowance	0.00	0.00	0.00		-200.00	-200.00
Meals and Lodging	1,801.68	323.30	-32.74			0.00
Convention & Edu. (Training)	1,185.00	479.58	2,579.66	3,500.00	1,000.00	4,500.00
Miscellaneous	58.62	0.00	0.00	500.00	500.00	1,000.00
Annual Dues & Subscriptions	7,960.88	6,073.90	9,678.50	7,524.00	4,476.00	12,000.00
Office Supplies						0.00
Printing & Binding	638.20	675.72	0.00	0.00		0.00
Office Supplies - Other	2,628.19	4,442.56	3,515.82	3,500.00	1,500.00	5,000.00

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Total Office Supplies	3,266.39	5,118.28	3,515.82	3,500.00		
Vehicle Fuels	15,821.91	18,810.59	8,350.13	16,000.00		16,000.00
Vehicle Maintenance/Supplies	13,162.10	10,842.18	6,209.82	8,000.00	2,000.00	10,000.00
Repairs/Maintenance Supplies	0.00	8,736.42	165.05	0.00		0.00
Uniforms & Police Supplies	24,751.67	46,947.15	27,374.34	22,300.00	-300.00	22,000.00
Donation Expenditure					3,000.00	3,000.00
Community Events	1,459.42	2,209.60	4,407.97	5,000.00		5,000.00
Equipment Maintenance	81.00	0.00	0.00			0.00
Grant Expenditures	224.00	0.00	0.00	13,000.00	-7,000.00	6,000.00
Insurance Pass-Through	0.00	-8,421.97	0.00	0.00		0.00
Mobile Data Computer Netwk Svc	0.00	25,897.00	0.00	15,000.00	2,000.00	17,000.00
Police Supplies	306.20	0.00	0.00			0.00
Capital Outlay-Machinery/Equip	199,835.93	0.00	21,313.19	31,592.00	-31,592.00	0.00
Capital Outlay-Furniture/Fixtur	0.00	2,675.90	0.00	0.00		0.00
31100 · POLICE DEPARTMENT - Other	300.00	0.00	0.00			0.00
Total 31100 · POLICE DEPARTMENT	915,215.23	677,628.09	405,964.26	768,330.00	53,901.20	818,731.20
32100 · FIRE & RESCUE						
Contributions to other Govt Ent	0.00	0.00	0.00			
Total 32100 · FIRE & RESCUE	0.00	0.00	0.00			
34100 · BUILDING OFFICIAL						
Erosion & Sedimentation Ins.	0.00	0.00	6,150.00	40,000.00	-10,000.00	30,000.00
34100 · BUILDING OFFICIAL - Other	42,155.00	28,555.00	0.00	10,000.00	-10,000.00	0.00
Total 34100 · BUILDING OFFICIAL	42,155.00	28,555.00	6,150.00	50,000.00	-20,000.00	30,000.00
Total 03 · PUBLIC SAFETY	957,370.23	706,183.09	412,114.26	818,330.00	33,901.20	848,731.20
04 · PUBLIC WORKS						
Town Public Works	0.00	45,460.75	17,967.36	70,426.00	-14,745.80	55,680.20
Street Beautification - HF	0.00	0.00	0.00	21,230.02		21,230.02
43200 · REFUSE COLLECTION						
Trash Removal Contract	73,830.28	73,656.59	44,083.98	78,000.00	789.80	78,789.80
Total 43200 · REFUSE COLLECTION	73,830.28	73,656.59	44,083.98	78,000.00	789.80	78,789.80
RENTAL PROPERTY - 14740 Wash St						
Repairs/Maintenance Services	2,643.00	0.00	0.00			
Total RENTAL PROPERTY - 14740 Wash St	2,643.00	0.00	0.00			
Town Decorations	2,759.00	0.00	0.00			
43100 · MAINT OF 15000 Wash St./Grounds						
Repairs/Maintenance Services	52,320.07	54,046.29	22,489.31	55,000.00		55,000.00
Maint Svc Contract-Pest Control	1,550.00	1,420.00	660.00	2,000.00		2,000.00
Maint Svc Contract-Landscaping	34,490.00	24,900.00	12,450.00	35,000.00		35,000.00

Maint Svc Contract Snow Removal	5,562.10	345.00	0.00	7,000.00		7,000.00
Maint Svc Cont- Street Cleaning	3,000.00	6,375.00	2,330.00	2,000.00	1,000.00	3,000.00
Electric/Gas Services	13,228.49	16,763.30	7,733.95	15,000.00		15,000.00
Electrical Services-Streetlight	4,820.92	4,557.99	2,464.00	5,500.00		5,500.00
Water & Sewer Services	1,045.86	2,228.98	1,030.07	2,000.00		2,000.00
Janitorial Supplies	281.57	109.11	720.65	1,000.00		1,000.00
Real Estate Taxes	3,337.39	1,625.17	1,115.91	4,000.00		4,000.00
43100 · MAINT OF 15000 Wash St./Groun	715.99	0.00	0.00			0.00
Total 43100 · MAINT OF 15000 Wash St./Gro	120,352.39	112,370.84	50,993.89	128,500.00	1,000.00	129,500.00
Total 04 · PUBLIC WORKS	199,584.67	231,488.18	113,045.23	298,156.02	-12,956.00	285,200.02
07 · PARKS, REC & CULTURAL						
70000 · HAYMARKET COMMUNITY PARK						
Grounds Maintenance/Repairs (Park Dev)	0.00	0.00	5,022.03	68,000.00	-9,495.04	58,504.96
Total 70000 · HAYMARKET COMMUNITY PA	0.00	0.00	5,022.03	68,000.00	-9,495.04	58,504.96
71110 · EVENTS						
Advertising - Events	532.34	4,786.35	9,696.49	0.00		0.00
Salaries & Wages	468.30	0.00	0.00			0.00
Contractual Services	39,749.80	57,888.31	50,017.93	70,000.00		70,000.00
71110 · EVENTS - Other	2,121.72	285.67	130.38	0.00		0.00
Total 71110 · EVENTS	42,872.16	62,960.33	59,844.80	70,000.00	0.00	70,000.00
72200 · MUSEUM						
Unemployment Insurance	0.00	0.00	0.00			0.00
Advertising	326.50	0.00	0.00	750.00		750.00
Repairs & Maintenance Services	426.20	0.00	0.00			0.00
Telecommunications	2,162.84	2,314.40	1,074.01	2,200.00		2,200.00
Convention & Education	0.00	0.00	0.00			0.00
Mileage Allowance	0.00	0.00	0.00			0.00
Books, Dues & Subscriptions	268.40	0.00	0.00	250.00		250.00
Office Supplies	261.03	0.00	0.00	250.00		250.00
Electrical Services	92.53	0.00	0.00			0.00
Exhibits & Programs	1,371.79	1,141.40	0.00	1,700.00		1,700.00
Total 72200 · MUSEUM	4,909.29	3,455.80	1,074.01	5,150.00	0.00	5,150.00
Total 07 · PARKS, REC & CULTURAL	47,781.45	66,416.13	65,940.84	143,150.00	-9,495.04	133,654.96
08 · COMMUNITY DEVELOPMENT						
81100 · PLANNING COMMISSION						
Salaries & Wages - Regular	5,925.00	3,420.00	2,670.00	5,000.00	670.00	5,670.00
FICA/Medicare	336.22	247.86	228.08	500.00		500.00
Consultants - Engineer	87,073.38	59,908.46	17,068.67	50,000.00		50,000.00

Consultants - Comp Plan	0.00	0.00	0.00	40,000.00		40,000.00
Mileage Allowance	241.92	230.05	0.00	500.00	-500.00	0.00
Meals & Lodging	203.94	22.62	0.00	750.00	-750.00	0.00
Convention/Education	1,157.49	69.99	0.00	2,000.00	-1,000.00	1,000.00
Books/Dues/Subscriptions	100.80	0.00	0.00			0.00
Total 81100 · PLANNING COMMISSION	95,038.75	63,898.98	19,966.75	98,750.00	-1,580.00	97,170.00
81110 · ARCHITECTURAL REVIEW BOARD						
Salaries & Wages - Regular	3,060.00	2,220.00	2,535.00	4,000.00	3,830.00	7,830.00
FICA/Medicare	159.78	148.42	249.01	850.00		850.00
Mileage Allowance	0.00	0.00	0.00	200.00	-200.00	0.00
Meals & Lodging	0.00	0.00	0.00	300.00	-300.00	0.00
Convention & Education	0.00	0.00	0.00	500.00	-500.00	0.00
Total 81110 · ARCHITECTURAL REVIEW BO	3,219.78	2,368.42	2,784.01	5,850.00	2,830.00	8,680.00
81111 · Board Of Zoning Appeals						
Convention & Education	0.00	0.00	0.00	500.00		500.00
FICA / Medicare	0.00	0.00	0.00	98.00		98.00
Salaries & Wages - Regular	0.00	0.00	0.00	1,575.00		1,575.00
81111 · Board Of Zoning Appeals - Other	0.00	0.00	0.00			0.00
Total 81111 · Board Of Zoning Appeals	0.00	0.00	0.00	2,173.00	0.00	2,173.00
Total 08 · COMMUNITY DEVELOPMENT	98,258.53	66,267.40	22,750.76	106,773.00	1,250.00	108,023.00
09 · NON-DEPARTMENTAL						
95100 · DEBT SERVICE						
Issuance of Capital Lease	-149,730.95	0.00	0.00			0.00
General Obligation Bond - Prin	189,936.36	155,700.00	169,499.91	186,440.00	90,000.00	276,440.00
General Obligation Bond - Int	0.00	27,682.10	0.00			0.00
Closing and Construction Contingency	0.00	0.00	0.00		67,000.00	67,000.00
Capital Lease Pmt - Principal	0.00	28,783.74	0.00		31,592.00	31,592.00
Capital Lease - Interest Paymen	0.00	2,808.64	0.00			0.00
Total 95100 · DEBT SERVICE	40,205.41	214,974.48	169,499.91	186,440.00	188,592.00	375,032.00
Total 09 · NON-DEPARTMENTAL	40,205.41	214,974.48	169,499.91	186,440.00	188,592.00	375,032.00
94101 · CABOOSE ENHANCEMENT PROJECT	0.00	0.00	0.00	7,100.00	-7,100.00	0.00
94102 · HAYMARKET COMMUNITY PARK	3,104.66	0.00	0.00	0.00		0.00
94103 · PEDESTRIAN IMPROVEMENT PROJECT						0.00
Architectural/Engineering Fees	5,600.00	6,790.00	10,040.00			0.00
94103 · PEDESTRIAN IMPROVEMENT PROJ	63,882.00	33,964.24	0.00	208,600.00	291,400.00	500,000.00
Total 94103 · PEDESTRIAN IMPROVEMENT PR	69,482.00	40,754.24	10,040.00	208,600.00	284,300.00	500,000.00
94105 · PERSONNEL						
EMPLOYEE BENEFITS						0.00

Attachment: 2019-2020 Budget DRAFT_with Meals Tax Increase_03-27-19 (AGI-2019-19 : 2019-2020

6560 · Payroll Processing Fees	2,588.37	0.00	0.01				0.00
Total EMPLOYEE BENEFITS	2,588.37	0.00	0.01	0.00	0.00		0.00
94105 · PERSONNEL - Other	-60.00	0.00	0.00				0.00
Total 94105 · PERSONNEL	2,528.37	0.00	0.01	0.00	0.00		0.00
94106 · TOWN CENTER MASTER PLAN							
Architectural/Engineering Fees	69,376.58	62,447.77	28,485.69	203,951.00	-3,951.00		200,000.00
94106 · TOWN CENTER MASTER PLAN - Otl	0.00	0.00	0.00	0.00			0.00
Total 94106 · TOWN CENTER MASTER PLAN	69,376.58	62,447.77	28,485.69	203,951.00	-3,951.00		200,000.00
94107 · BLIGHT MITIGATION							
Building Official/Engr.	0.00	0.00	0.00	50,000.00			50,000.00
Total 94107 · BLIGHT MITIGATION	0.00	0.00	0.00	50,000.00	0.00		50,000.00
9610 · General Reserve	0.00	0.00	0.00				
Total Expense	2,182,248.37	2,034,371.51	1,110,337.82	2,665,054.02	463,172.16	3,124,726.18	17.25%
	37,893.02	198,511.00	173,840.02	0.00			0.00
94201 · Transfer to Capital Imp. Proj.	-196,360.00	0.00	0.00				
41050 · Transfer from General Fund	196,360.00	0.00	0.00				
99000 · Use of Carry-over surplus	0.00	0.00	0.00				
	0.00	0.00	0.00				
	0.00	0.00	0.00				
	37,893.02	198,511.00	173,840.02	0.00	0.00	0.00	