



# TOWN OF HAYMARKET TOWN COUNCIL

WORK SESSION  
~ AGENDA ~

Chris Coon, Business Manager  
<http://www.townofhaymarket.org/>

15000 Washington St  
Haymarket, VA 20169

Monday, August 31, 2020

7:00 PM

Council Chambers

## I. Call To Order

## II. Pledge of Allegiance

## III. Agenda Items

1. IT Proposal
2. Bond Release
3. Disabled American Veterans Anniversary Resolution
4. Cares Act Relief Fund
5. Town Appointments
6. Budget Discussion
7. Zoning Text
8. Building Maintenance Report

## IV. Adjournment



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

**Christopher S. Coon**  
**Town Manager**

## MEMORANDUM

TO: Honorable Mayor and Town Council  
FROM: Chris Coon, Town Manager  
DATE: August 23, 2020  
SUBJECT: IT Security and Contractor

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Background:

Town Council approved a Task List at the August Regular Meeting that had IT Security and IT Contractor as two of the three top priority items. Since that meeting staff has been able to receive a quote from an interested party. Staff have also met with that contractor to inspect our system to recommend updates or changes to increase security as discussed by Town Council and a quote to provide those updates or changes. I have asked him to come to the Work Session to discuss those items with Town Council. This also gives Council the ability to have a discussion with the contractor on the options presented.

Staff Recommendation:

Staff has no recommendation for this item, at this time.

Attachment: IT Security and Contractor Memo (4650 : IT Proposal)



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

**Emily K. Lockhart**  
**Town Planner and Zoning Administrator**

## MEMORANDUM

TO: Honorable Mayor and Town Council  
FROM: Emily Lockhart, Town Planner and Zoning Administrator  
DATE: August 24, 2020  
SUBJECT: Piedmont Group Custom Homes, Fayette Street Bond Release Letter

### Background:

The Fayette Street Single Family Homes (3 Homes, built by Piedmont Group Custom Homes) as-built plan prepared by Bowman Consulting, has been approved. All requirements of the Haymarket Ordinances and Prince William County Administrative Procedures Manual Section 4.12.1 have been satisfied.

### Purpose:

The applicant has completed construction and development for the project and wishes to release the Performance Bond and a portion of the Landscape Bond. Based on inspections, the development activities appear to be in general conformance with the approved plan, and the Town has received documentation of all final building inspection reports.

### Budgetary Impact:

Not Applicable

### Staff Recommendation:

The applicant has an outstanding balance for E&S Inspections. Upon payment of all balances, the bond shall be released.

Town Planner recommends Council approve the Bond Release with the condition all outstanding balances be paid in full prior to the release of any bonds.

UPDATE: Following the July work session – During a heavy rain event on August 13<sup>th</sup> around 9:00 am I visited the property to document the stormwater flow. At this time the rain had been steady for a few hours and was tapering off while taking photos. The three properties in question had adequate and properly functioning culverts at the front of the property along the street. The image of the water backing up is at 6691 Fayette

Attachment: Bond Release Memo for Fayette Street (4638 : Bond Release - 6675 - 6665 - 6655 Fayette Street)

Street – a home that is not in question for bond release. Based on the discussion with VDOT per the as built approval and the stormwater documentation, I recommend the release of the bonds.

Draft Motion:

1. *I move the Town Council release the Performance Bond for Piedmont Group Custom Homes, with the condition all outstanding balances be paid in full prior to the release of the bonds.*

Or,

2. Alternate Motion



Attachment: Bond Release Memo for Fayette Street (4638 : Bond Release - 6675 - 6665 - 6655 Fayette Street)





Attachment: Bond Release Memo for Fayette Street (4638 : Bond Release - 6675 - 6665 - 6655 Fayette Street)





Attachment: Bond Release Memo for Fayette Street (4638 : Bond Release - 6675 - 6665 - 6655 Fayette Street)



## General Washington Chapter 7

2701 Princess Anne Street  
Fredericksburg, VA 22401

Honorable Kenneth Luersen  
Mayor, Town of Haymarket

DAV (Disabled American Veterans) is a nonprofit veterans service organization composed of more than 1 million wartime service-disabled veterans that is dedicated to a single purpose: empowering veterans to lead high-quality lives with respect and dignity.

This year, DAV will celebrate a major milestone in our history on Sept. 25, 2020, marking 100 years of service to the nation's service-disabled veterans, their families and survivors. In honor of this occasion, we are asking you to officially recognize Sept. 25, 2020, as Disabled American Veterans Day and commemorate it through a proclamation or resolution. I have attached a sample resolution that highlights DAV's mission and many accomplishments which can be adjusted to suit your remarks.

On behalf of DAV members and DAV Auxiliary members throughout the state and within the Fredericksburg region, we would appreciate your assistance in giving this important milestone in our history the recognition it deserves. Please let us know how we can work with your office to ensure DAV's centennial enjoys recognition from Fauquier County and your office on this auspicious occasion.

For questions or more information, please contact Commander Will King: [wkid35@gmail.com](mailto:wkid35@gmail.com), (571) 435-1680. I appreciate your support of America's service-disabled veterans.

Sincerely,

*Wilton King*

Wilton King  
Commander  
General Washington Chapter 7  
DAV, Department of Virginia

*Lisa Gregory*

Lisa Gregory  
Past Department Commander  
General Washington Chapter 7  
DAV, Department of Virginia

Attachment

*Honoring the 100<sup>th</sup> Anniversary of DAV  
(Disabled American Veterans)*

*Resolution 2020-017*

**Whereas**, *the state of Virginia and the Town of Haymarket is the home to countless veterans, as well as their families and survivors; and*

**Whereas**, *the DAV was founded on September 25, 1920 and chartered by Congress on June 17, 1932 in recognition of the organization's role as the official voice of the nation's wartime disabled veterans; and*

**Whereas**, *in 1920, the DAV began representing the interests of veterans, and subsequently developed a professional National Service Office corps which has made DAV the nation's preeminent provider of claims assistance to America's injured and ill veterans, their families and survivors; and*

**Whereas**, *in 2020, the DAV celebrates 100 years of serving veterans of the Armed Forces, their families, survivors and communities; and*

**Whereas**, *DAV continues to advocate and create awareness for many issues affecting our nation's veterans;*

**Now, Therefore Be It Resolved**, *that the Town of Haymarket Mayor and Town Council honors the vital and ongoing role DAV plays in supporting the needs of veterans and their families in the United States and the Commonwealth of Virginia throughout 100 years of service; and*

**Now, Therefore Be It Finally Resolved**, *that the Town of Haymarket Mayor and Town Council commemorates the legacy of DAV in service provision and advocacy throughout 100 years of history and recognizes September 25, 2020 as Disabled American Veterans Day*





Town of Haymarket  
15000 Washington Street, #100  
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**Christopher S. Coon**  
**Town Manager**

## MEMORANDUM

TO: Honorable Mayor and Town Council  
FROM: Chris Coon, Town Manager  
DATE: August 23, 2020  
SUBJECT: Coronavirus Relief Fund Allocation Options

### Background:

The CARES Act allocated funding for state and local government based on U.S. Census population estimates, including towns. Prince William County has been notified they would receive \$41,034,915 allocated share of Coronavirus Relief Fund from the Commonwealth of Virginia. The funding received from the state included funding intended for the Towns. The Town of Haymarket's portion of that calculated amount will be \$147,726. The Town has received that portion of the CARES Act funding. In previous meetings Town Staff was tasked with identifying the need of Town Businesses and Town Residents if possible. Council also discussed hiring an expert to assist with moving forward with CARES ACT programs. Staff has asked one Contractor to come and speak to his resume and how he could assist the town. Town Staff has also provided a list of items with recommendations of how we utilize this funding to assist those we are able. This item is for discussion on options presented by Town Staff as well as ideas from Town Council.

### Staff Recommendation:

Staff recommends focus for CARES Act allocation on the following:

- Rent/Mortgage Relief Organizations
- Nonprofits with established COVID-19 Programs
- Local and Regional Food Pantries
- Items to assist local businesses operate outside

Attachment: Coronavirus Relief Fund Memo 8.23 (4649 : Cares Act Relief Fund)



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15000 Washington Street, #100  
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**Christopher S. Coon**  
**Town Manager**

## MEMORANDUM

TO: Honorable Mayor and Town Council  
FROM: Chris Coon, Town Manager  
DATE: August 23, 2020  
SUBJECT: Appointment of Charter Employees

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### Background:

The Haymarket Town Charter sets forth requirements for the appointment of certain employees at the Council's first regular meeting in September. Article III, § 1 of the Charter reads:

#### Article III, § 1 Haymarket Town Charter

(13) Treasurer-Generally. There shall be appointed by the council at its first meeting in September, or as soon as practicable thereafter, a treasurer, who shall hold office for a term of two (2) years. The council may provide a salary for the treasurer. He shall give such bond, with surety and in such penalty as the council prescribes. He shall receive all money belonging to the town and keep correct accounts of all receipts from all sources and of all expenditures of all departments. He shall be responsible for the collection of all taxes, license fees, levies and charges due to the town, and shall disburse the moneys of the town in the manner prescribed by the council as it may by ordinance direct.

(16) Clerk. There shall be appointed by the council, at its first regular meeting in September after its election, a clerk of the council, who shall hold office at the pleasure of the council. He shall attend the meetings of the council and keep its minutes and records and have charge of the corporate seal and shall attest the same. He shall keep all papers required to be kept by the council, shall publish such reports and ordinances as are required to be published, and shall perform such other duties as the council may from time to time require. His compensation shall be fixed by the council. Any vacancy in this office shall be filled by the council.

(17) Chief of police. There shall be appointed by the council at its first regular meeting in September or as soon as practicable thereafter, a town sergeant, who shall also be chief of police; and shall hold office at the pleasure of the council. His duties shall be such as the council prescribes. He shall be vested with the powers of a conservator of the peace. His compensation shall be fixed by the council.

Draft Motion:

1.) *Pursuant to Article III, § 1 (13) of the Haymarket Town Charter, I move the Haymarket Town Council appoint Roberto C. Gonzalez as the Haymarket Town Treasurer*

AND;

*Pursuant to Article III, § 1 (16) of the Haymarket Town Charter, I move the Haymarket Town Council appoint Kimberly Henry as the Haymarket Town Clerk.*

AND;

*Pursuant to Article III, § 1 (17) of the Haymarket Town Charter, I move the Haymarket Town Council appoint Kevin Lands as the Haymarket Chief of Police.*

OR

2. Alternate Motion





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

**Christopher S. Coon**  
**Town Manager**

## MEMORANDUM

TO: Honorable Mayor and Town Council  
 FROM: Chris Coon, Town Manager  
 DATE: August 23, 2020  
 SUBJECT: Budget Discussion

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### Background:

Town Finance Liaisons, Councilman Weir and Pasanello, have provided a draft list of Budget amendments to the Fiscal Year 2021. This item is to have open discussion regarding those draft amendments and any other amendments Town Council would like to discuss. Town Staff will be prepared to answer multiple questions in relation to the Fiscal Year 2021 Budget.

### Staff Recommendation:

Staff has no recommendation for this item.

Attachment: FY21 Budget Discussion memo 8.23 (4621 : Budget Discussion)

**Proposed Budget Amendments for  
Quarter 1 of FY2021**

**REVENUES:**

	2018 Actuals	2019 Actuals	2020 Actuals (Pre Audit)	Actual as of 08/14/2020	2021 Adopted Budget	Quarter 1 Adjustments	Proposed Budget Amendments	% of proposed Budget change	Comments
3110-01 · Real Estate - Current	340,658.41	361,088.09	376,124.12	533.70	<b>375,326</b>		<b>375,326</b>	0.0%	
3110-02 · Public Service Corp RE Tax	11,273.29	11,778.30	14,174.08	0.00	<b>13,209</b>		<b>13,209</b>	0.0%	
3110-03 · Interest - All Property Taxes	115.03	81.54	337.72	26.07	<b>0</b>		<b>0</b>	0.0%	
3110-04 · Penalties - All Property Taxes	726.20	600.51	1,038.03	0.00	<b>1,000</b>		<b>1,000</b>	0.0%	
<b>Total 3110 · GENERAL PROPERTY TAXES</b>	<b>352,772.93</b>	<b>373,548.44</b>	<b>391,673.95</b>	<b>559.77</b>	<b>389,535</b>		<b>389,535</b>	<b>0.0%</b>	
<b>3120 · OTHER LOCAL TAXES</b>									
3120-01 · Bank Stock Tax	24,239.00	26,989.00	36,141.00	0.00	<b>12,000</b>	<b>8,000</b>	<b>20,000</b>	40.0%	
3120-02 · Business License Tax	184,705.45	200,166.48	233,161.18	2,851.57	<b>154,376</b>		<b>154,376</b>	0.0%	
3120-03 · Cigarette Tax	124,931.80	153,299.25	147,645.00	12,659.57	<b>134,000</b>		<b>134,000</b>	0.0%	
3120-04 · Consumer Utility Tax	165,987.08	160,299.60	154,839.67	0.00	<b>158,000</b>		<b>158,000</b>	0.0%	
3120-05 · Meals Tax - Current	671,603.48	721,569.04	773,870.60	0.00	<b>743,876</b>		<b>743,876</b>	0.0%	
3120-06 · Sales Tax Receipts	152,958.74	137,499.00	117,687.27	0.00	<b>129,376</b>		<b>129,376</b>	0.0%	
3120-09 · Transient Occupancy Tax							<b>0</b>		
3120-07 · Penalties (Non-Property)	3,860.36	1,762.59	6,173.91	865.90			<b>0</b>		
3120-08 · Interest (Non-Property)	200.48	37.42	2,564.29	24.06			<b>0</b>		
<b>Total 3120 · OTHER LOCAL TAXES</b>	<b>1,328,486.39</b>	<b>1,401,622.38</b>	<b>1,472,082.92</b>	<b>16,401.10</b>	<b>1,331,628</b>		<b>1,339,628</b>	<b>0.6%</b>	
<b>3130 · PERMITS,FEES &amp; LICENSESES</b>									
3130-01 · Application Fees	4,885.00	8,170.00	1,900.00	275.00	<b>4,500</b>		<b>4,500</b>	0.0%	
3130-02 · Inspection Fees	8,442.97	13,440.00	4,165.00	0.00	<b>15,000</b>		<b>15,000</b>	0.0%	
3130-03 · Motor Vehicle Licenses	1,128.00	2,285.00	865.00	121.00	<b>1,900</b>		<b>1,900</b>	0.0%	
3130-04 · Occupancy Permits	500.00	0.00	0.00	0.00	<b>0</b>		<b>0</b>	0.0%	
3130-05 · Other Planning & Permits	14,860.00	17,705.63	33,411.25	700.00	<b>25,000</b>		<b>25,000</b>	0.0%	
3130-06 · Pass Through Fees				1,268.60	<b>0</b>		<b>0</b>	0.0%	
<b>Total 3130 · PERMITS,FEES &amp; LICENSESES</b>	<b>29,815.97</b>	<b>41,600.63</b>	<b>40,341.25</b>	<b>2,364.60</b>	<b>46,400</b>		<b>46,400</b>	<b>0.0%</b>	
<b>3140 · FINES &amp; FORFEITURES</b>									
3140-01 · Fines	68,459.29	38,542.11	52,194.17	3,642.92	<b>50,000</b>		<b>50,000</b>	0.0%	
3140-02 · Asset Forfeitures	0.00	-1,427.28		0.00					
<b>Total 3140 · FINES &amp; FORFEITURES</b>	<b>68,459.29</b>	<b>37,114.83</b>	<b>52,194.17</b>	<b>3,642.92</b>	<b>50,000</b>		<b>50,000</b>	<b>0.0%</b>	
<b>3150 · REVENUE - USE OF MONEY</b>									
3150-01 · Earnings on VACO/VML Investment	-22.92	11,688.69	12,726.17	358.50		<b>10,000</b>	<b>10,000</b>		
3150-02 · Interest on Bank Deposit	1,044.13	6,557.58	4,098.49	0.00			<b>0</b>		
3150-03 · Interest on Bank Deposits	12,202.64	10,560.64	9,032.04	0.00	<b>10,000</b>		<b>10,000</b>	0.0%	
<b>Total 3150 · REVENUE - USE OF MONEY</b>	<b>13,223.85</b>	<b>28,806.91</b>	<b>25,856.70</b>	<b>358.50</b>	<b>10,000</b>		<b>20,000</b>	<b>50.0%</b>	
<b>3151 · RENTAL (USE OF PROPERTY)</b>									
3151-01 · Suite 200 Stronger Fitness LLC	0.00	0.00	9,111.63	828.33	<b>7,184</b>	<b>-6,356</b>	<b>828</b>	-88.5%	RG amendment - Lease ended
3151-02 · 15026 Suite 210 Body Mind	0.00	0.00	6,202.28	1,086.80	<b>6,792.50</b>		<b>6,793</b>	0.0%	
3151-03 · Suite 208 Dent-ology Inc	0.00	0.00	3,024.00	0.00	<b>0.00</b>		<b>0</b>		
3151-04 · Suite 210 LF Security	0.00	0.00	9,827.60	1,717.34	<b>10,433</b>		<b>10,433</b>	0.0%	
Suite 110 Rental Income	20,191.96	21,424.34	0.00	0.00	<b>0.00</b>		<b>0</b>		
315110 · Suite 200 Genesis Contracting	4,890.08	2,010.00	0.00	0.00	<b>0.00</b>		<b>0</b>		
3151-05 · Suite 202 Metis Group	-2,500.00	4,235.00	367.50	0.00	<b>0.00</b>		<b>0</b>		
3151-06 · Suite 204 MAC-ISA	4,790.00	5,040.00	6,300.00	1,120.00	<b>6,720</b>		<b>6,720</b>	0.0%	
3151-07 · Haymarket Church Suite 206	0.00	0.00	32,592.00	5,594.96	<b>33,570</b>		<b>33,570</b>	0.0%	
3151-08 · 15020 Washington Realty	42,717.96	42,717.96	50,562.00	0.00	<b>32,937.50</b>		<b>32,938</b>	0.0%	
3151-09 · 15026 Copper Cricket	19,656.00	19,944.00	20,851.32	3,578.40	<b>20,851</b>		<b>20,851</b>	0.0%	
3151-10 · The Very Thing For Her	29,820.00	33,470.00	11,090.00	0.00	<b>0.00</b>		<b>0</b>		

Attachment: Proposed Budget Amendments for Qt1\_08.21.2020\_ (4621 : Budget Discussion)

3151-11 · Cupcake Heaven and Cafe LLC	0.00	0.00	21,436.00	5,359.00	32,797		32,797	0.0%	
3151-90 · Town Hall Rental Income	800.00	0.00	300.00	0.00	0.00		0		
3151 · RENTAL (USE OF PROPERTY) - Other	3,834.15	365.85		0.00	0.00		0.00		
<b>Total 3151 · RENTAL (USE OF PROPERTY)</b>	<b>144,676.15</b>	<b>129,207.15</b>	<b>171,664.33</b>	<b>19,284.83</b>	<b>151,285</b>		<b>144,929</b>	<b>-4.39%</b>	
<b>3160 · CHARGES FOR SERVICES</b>									
FOIA Receipts	0.00	120.00	49.01	23.00					
3160-01 · Public Safety									
3160-02 · Donation/Grants	1,519.80	6,008.00	12,835.50	0.00	0.00		0.00	0.0%	
3160-03 · VDOT Detail	0.00	0.00	3,008.75	0.00	0.00		0.00	0.0%	
3160-04 · Sponsorships	0.00	0.00	6,500.00	0.00	0.00		0.00	0.0%	
3160-05 · Laney Detail	0.00	0.00	48,350.00	23,800.00	0.00	71,650.00	71,650.00	100.0%	Quarter Amendment 1
3160-01 · Public Safety - Other	18,402.00	125.00	0.00	0.00	0.00		0.00	0.0%	
Total 3160-01 · Public Safety	19,921.80	6,133.00	70,694.25	23,800.00	0.00		71,650.00	100.0%	
Total 3160 · CHARGES FOR SERVICES	19,921.80	6,253.00	70,743.26	23,823.00	0.00		71,650.00	100.0%	
<b>3165 · REVENUE - TOWN EVENTS</b>									
3165-01 · Revenue - Town Events	83,084.00	73,658.82	71,154.63	21,528.57	80,000	-60,000	20,000	-75.0%	RG amendments to match EVENTS expenditures
<b>Total 3165 · REVENUE - TOWN EVENTS</b>	<b>83,084.00</b>	<b>73,658.82</b>	<b>71,154.63</b>	<b>21,528.57</b>	<b>80,000</b>		<b>20,000</b>	<b>-75.0%</b>	
<b>3170 · HISTORICAL FUND</b>									
3170-01 · Historical Fund	0.00	21,230.02	0.00	0.00	0		0	0.0%	
<b>Total 3170 · HISTORICAL FUND</b>	<b>0.00</b>	<b>21,230.02</b>	<b>0.00</b>	<b>0.00</b>	<b>0</b>		<b>0</b>	<b>0.0%</b>	
<b>3180 · MISCELLANEOUS</b>									
3180-01 · Citations & Accident Reports	545.00	620.00	135.00	0.00	1,000	-1,000	0	#DIV/0!	
3180-02 · Veteran Banners	0.00	475.00	72.00	0.00	0.00		0		
3180-03 · Miscellaneous	108.62	4,678.67	2,048.80	0.00	0.00		0		
3180-05 · Recovered Costs- Private Events					0.00		0		
Donations					0.00		0		
<b>3190 · SALE OF SALVAGE &amp; SURPLUS</b>									
3190-01 · Public Safety - Surplus Sales			4,776.95	0.00	0.00		0		
Charitable Contributions	137.76	2.00		0.00	0.00		0		
Total Donations	137.76	2.00	4,776.95	0.00	0.00		0.00		
Total 3180-05 · Recovered Costs- Private Events	137.76	2.00	4,776.95	0.00	0.00		0.00		
3180 · MISCELLANEOUS - Other	2,559.87	0.00	174.98	0.00	0.00		0.00		
<b>Total 3180 · MISCELLANEOUS</b>	<b>3,351.25</b>	<b>5,775.67</b>	<b>7,207.73</b>	<b>0.00</b>	<b>1,000</b>		<b>0</b>	<b>-100.0%</b>	
<b>3200 · REVENUE FROM COMMONWEALTH</b>									
3200-01 · VDOT Grant Revenue	1,406.08	0.00		0.00	0.00		0.00		
3200-02 · 599 Law Enforcement Grant	29,280.00	30,364.00	31,548.00	0.00	31,548		31,548.00	0.0%	
3200-04 · Car Rental Reimbursement	6,732.57	4,500.03	1,648.01	0.00	6,500	-6,500	0.00	-100.0%	RG Amendments - Uhaul rental no longer in Town
3200-05 · Communications Tax	115,006.54	98,516.63	103,807.47	0.00	117,000		117,000.00	0.0%	
3200-06 · Department of Fire Programs	0.00	0.00	10,000.00	0.00	0		0.00	0.0%	
3200-10 · Other	0.00	0.00	0.00	0.00	0		0.00	0.0%	
3200-11 · Personal Property Tax Reimburse	18,626.97	18,626.97	18,626.97	0.00	18,627		18,627.00	0.0%	
3200-12 · Railroad Rolling Stock	1,355.70	1,327.54	1,349.52	1,300.21	1,500		1,500.00	0.0%	
3200-14 · PEDESTRIAN IMPROVEMENT GRANT	0.00	0.00	0.00	0.00	89,571	218,116	307,687	70.89%	Quarter Amendment 1; additional grant funds
<b>Total 3200 · REVENUE FROM COMMONWEALTH</b>	<b>172,407.86</b>	<b>153,335.17</b>	<b>166,979.97</b>	<b>1,300.21</b>	<b>264,746</b>		<b>476,362</b>	<b>44.4%</b>	
<b>3300 · REVENUE FROM FEDERAL GOVERNMENT</b>									
3300-01 · DMV Transp Safety Grant	10,525.78	3,586.84	5,506.82		6,000	8,000	14,000	57.1%	RG amendments
3300-02 · CABOOSE ENHANCEMENT GRANT	0.00	0.00		0.00	0		0		
3300-04 · PEDESTRIAN IMPROVEMENT GRANT	6,157.24	0.00	87,796.27	0.00	0		0		
3300-06 · CARES Act Funds				147,726.00	0	147,726	147,726	100.0%	RG amendments
3300 · REVENUE FROM FEDERAL GOVERNMENT - Other	0.00	0.00	0.00	0.00	0		0	0.0%	
Total 3300 · REVENUE FROM FEDERAL GOVERNMENT	16,683.02	3,586.84	93,303.09	147,726.00	6,000		161,726	96%	
3500 · Reserve Funds For CIP	0.00	0.00	0.00	0.00	270,000	-270,000	0	-100.0%	Quarter Amendment 1
4000 · Carry-Over Surplus	0.00	0.00	0.00	0.00	0	108,078	108,078	100.0%	Quarter Amendment 1

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Total Income	2,232,882.51	2,275,739.86	2,563,202.00	236,989.50	2,600,594	2,828,308	8.05%
<b>Gross Profit</b>	<b>2,232,882.51</b>	<b>2,275,739.86</b>	<b>2,563,202.00</b>	<b>236,989.50</b>	<b>2,600,594</b>	<b>2,828,308</b>	<b>8.1%</b>
<b>Expense</b>							
<b>01 - ADMINISTRATION</b>							
11100 - TOWN COUNCIL							
111001 - Convention & Education	1,067.64	3,287.46	662.80	0.00	5,000	-2,500	2,500 -100.0%
111002 - FICA/Medicare	1,460.00	1,363.98	1,109.26	258.19	2,000	2,000	0.0%
111003 - Meals and Lodging	257.30	1,160.78	0.00	0.00	2,000	-1,000	1,000 -100.0%
111004 - Mileage Allowance	163.93	0.00	237.80	0.00	250	250	0.0%
111005 - Salaries & Wages - Regular	18,825.00	20,057.65	14,500.00	3,375.00	32,100	-6,100	26,000 -23.5%
111006 - Town Elections	3,161.04	0.00	5,534.68	0.00	0	0	0.0%
Total 11100 - TOWN COUNCIL	24,934.91	25,869.87	22,044.54	3,633.19	41,350	31,750	-30.2%
12110 - TOWN ADMINISTRATION							
1211001 - Salaries/Wages-Regular	289,887.00	218,051.91	247,273.29	45,106.15	280,830	9,170	290,000 3.2%
1211003 - Salaries/Wages - Part Time	48,967.00	63,009.00	24,384.00	1,368.00	25,000	-10,000	15,000 -66.7%
1211100 - Salaries/Wages - Hazard Pay			5,680.00				
1211004 - FICA/Medicare	24,792.02	20,804.34	20,167.08	3,972.77	24,257	24,257	0.0%
1211005 - VRS	27,650.54	22,892.45	28,362.50	4,439.41	35,070	3,940	39,010 10.1%
1211006 - Health Insurance	49,932.10	43,426.04	35,695.12	4,861.32	49,195	49,195	0.0%
1211007 - Life Insurance	3,391.29	2,753.27	3,256.98	485.76	3,852	3,852	0.0%
1211008 - Disability Insurance	1,375.25	1,555.80	1,491.95	279.04	2,631	2,631	0.0%
1211009 - Unemployment Insurance	5,107.13	3,739.37	3,649.07	301.20	2,800	2,800	0.0%
1211010 - Worker's Compensation	402.64	660.02	200.00	256.00	400	400	0.0%
1211011 - Gen Property/Liability Ins.	14,827.00	14,700.00	13,802.00	14,123.00	15,000	15,000	0.0%
1211012 - Accounting Services	6,406.61	7,149.77	7,536.63	33.96	8,000	8,000	0.0%
1211013 - Cigarette Tax Administration	-317.80	5,145.49	5,274.74	0.00	0	0	
1211014 - Printing & Binding	12,136.39	10,513.36	8,464.87	824.59	12,000	-2,000	10,000 -20.0%
1211015 - Advertising	8,919.95	13,345.71	8,050.96	0.00	12,000	12,000	0.0%
1211016 - Computer, Internet & Website Svc	30,189.22	21,736.14	22,465.91	869.75	23,650	23,650	0.0%
1211017 - Postage	2,379.50	3,225.86	3,424.37	806.78	4,000	4,000	0.0%
1211018 - Telecommunications	2,743.58	391.62	5,959.64	458.37	7,500	7,500	0.0%
1211019 - Mileage Allowance	372.76	33.25	265.64	0.00	1,000	1,000	0.0%
1211020 - Meals & Lodging	2,104.71	2,480.54	2,587.07	0.00	6,000	-3,000	3,000 -100.0%
1211021 - Convention & Education	5,266.78	1,495.05	3,220.49	1,440.00	10,000	-4,000	6,000 -66.7%
1211022 - Miscellaneous	76.45	0.00	766.97	0.00	1,000	1,000	0.0%
1211023 - Discretionary Fund	154.70	585.25	0.00	0.00	0	0	
1211024 - Books, Dues & Subscriptions	15,491.10	14,557.20	16,376.23	1,291.65	16,000	16,000	0.0%
1211025 - Office Supplies	4,606.72	4,931.03	6,562.79	39.21	6,500	6,500	0.0%
1211026 - Equipment Rental	0.00	0.00	4,377.69	679.14	4,075	4,075	0.0%
1211027 - Insurance Pass-Through	0.00	-2,692.38	0.00	0.00	0	0	
1211030 - Capital Outlay-Machinery/Equip	708.46	2,790.40	0.00	0.00	0	10,000	10,000 100.0%
1211031 - Advertising - Tourism					0	0	
66900 - Reconciliation Discrepancies	-0.01	0.00	0.00	0.00	0	0	
12110 - TOWN ADMINISTRATION - Other	15.00	0.00	0.00	0.00	0	0	
Total 12110 - TOWN ADMINISTRATION	557,586.09	477,280.49	479,295.99	81,636.10	550,760	554,870	0.7%
12210 - LEGAL SERVICES							
1221001 - Legal Services	48,969.22	59,114.48	72,610.96	4,504.19	70,000	70,000	0.0%
1221002 - Legal - Pass Through Fees				1,268.60			
Total 12210 - LEGAL SERVICES	48,969.22	59,114.48	72,610.96	5,772.79	70,000	70,000	0.0%
12240 - INDEPENDENT AUDITOR							
1224001 - Auditing Services	14,350.00	14,550.00	14,550.00	0.00	16,000	16,000	0.0%
Total 12240 - INDEPENDENT AUDITOR	14,350.00	14,550.00	14,550.00	0.00	16,000	16,000	0.0%
<b>Total 01 - ADMINISTRATION</b>	<b>645,840.22</b>	<b>576,814.84</b>	<b>588,501.49</b>	<b>91,042.08</b>	<b>678,110</b>	<b>672,620</b>	<b>-0.8%</b>
03 - PUBLIC SAFETY							

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<b>31100 - POLICE DEPARTMENT</b>									
3110001 · Salaries & Wages - Regular	339,017.80	388,904.31	375,153.16	63,428.52	<b>419,405</b>		<b>419,405</b>	0.0%	
3110002 · Salaries & Wages - OT Regular	7,434.92	0.00	0.00	0.00	<b>0</b>		<b>0</b>		
3110003 · Salaries & Wages - OT Premium	8,520.98	20,191.98	26,407.02	2,934.18	<b>34,000</b>	<b>-14,000</b>	<b>20,000</b>	-70.0%	Quarter Amendment 1
3110004 · Salaries & Wages - Holiday Pay	13,378.56	17,001.08	17,701.92	2,235.12	<b>17,000</b>	<b>-3,000</b>	<b>14,000</b>	-21.4%	Quarter Amendment 1
3110005 · Salaries & Wages - Part Time	7,742.18	17,404.94	40,155.00	3,315.00	<b>20,000</b>	<b>-4,000</b>	<b>16,000</b>	-25.0%	Quarter Amendment 1
3110006 · Salaries & Wages - VDOT	7,993.92	0.00	2,900.94	0.00	<b>0</b>		<b>0</b>	0.0%	RG amendments
3110007 · Salary & Wages - DMV Grant	0.00	4,796.57	8,346.47	2,163.60	<b>0</b>	<b>14,000</b>	<b>14,000</b>	100.0%	
3110008 · Salary & Wages - Laney Detail	0.00	0.00	48,302.80	22,620.00	<b>0</b>	<b>64,485</b>	<b>64,485</b>	100.0%	RG amendments for 1,433 Hours at \$45
3110009 · Salary & Wages - Hazard Pay			16,193.00	0.00			<b>0</b>		
3110020 · FICA/MEDICARE	28,828.27	33,078.45	40,490.66	6,764.01	<b>36,397</b>	<b>4,994</b>	<b>41,391</b>	12.1%	RG amendments
3110021 · VRS	35,474.34	39,907.77	39,282.67	5,658.15	<b>45,816</b>		<b>45,816</b>	0.0%	
3110022 · Health Insurance	53,972.08	67,380.57	67,664.15	8,624.16	<b>56,057</b>		<b>56,057</b>	0.0%	
3110023 · Life Insurance	4,294.90	5,219.73	5,222.73	702.48	<b>5,652</b>		<b>5,652</b>	0.0%	
3110024 · Disability Insurance	2,055.13	2,227.32	2,303.13	294.66	<b>2,000</b>		<b>2,000</b>	0.0%	
3110025 · Unemployment Insurance	0.00	2,624.24	4,082.00	138.55	<b>3,000</b>		<b>3,000</b>	0.0%	
3110026 · Workers' Compensation Insurance	11,781.36	14,401.98	12,309.00	15,605.00	<b>16,450</b>		<b>16,450</b>	0.0%	
3110027 · Line of Duty Act Insurance	1,662.00	1,740.00	4,969.00	4,969.00	<b>5,000</b>		<b>5,000</b>	0.0%	
3110028 · Legal Services	11,231.10	21,988.82	18,945.80	2,000.00	<b>24,000</b>		<b>24,000</b>	0.0%	
3110030 · Advertising	0.00	0.00	0.00	0.00	<b>0</b>		<b>0</b>		
3110032 · Computer, Internet & Website	9,649.43	13,113.70	11,133.57	53.00	<b>14,000</b>	<b>-3,000</b>	<b>11,000</b>	-27.3%	Quarter Amendment 1
3110033 · Postage	139.78	22.10	5.19	0.00	<b>500</b>		<b>500</b>	0.0%	
3110034 · Telecommunications	7,429.41	8,675.60	10,054.10	862.60	<b>10,000</b>		<b>10,000</b>	0.0%	
3110035 · General Prop Ins (Vehicles)	7,330.00	4,089.00	3,072.00	3,609.00	<b>3,800</b>		<b>3,800</b>	0.0%	
3110036 · Mileage Allowance	0.00	0.00	0.00	0.00	<b>0</b>		<b>0</b>		
3110037 · Meals and Lodging	323.30	-35.80	0.00	0.00	<b>0</b>		<b>0</b>		
3110038 · Convention & Edu. (Training)	479.58	3,781.82	4,728.40	0.00	<b>5,000</b>		<b>5,000</b>	0.0%	
3110039 · Miscellaneous	0.00	428.81	1,353.92	0.00	<b>1,500</b>	<b>-1,500</b>	<b>0</b>	-100.0%	Quarter Amendment 1
3110040 · Annual Dues & Subscriptions	6,073.90	10,111.90	12,945.09	5,824.33	<b>13,000</b>		<b>13,000</b>	0.0%	
3110041 · Office Supplies	5,118.28	4,538.12	6,280.96	80.11	<b>5,000</b>		<b>5,000</b>	0.0%	
3110042 · Vehicle Fuels	18,810.59	18,573.31	17,791.40	1,701.64	<b>19,000</b>	<b>-4,000</b>	<b>15,000</b>	-26.7%	Quarter Amendment 1
3110043 · Vehicle Maintenance/Supplies	10,842.18	10,369.48	11,691.48	533.73	<b>11,000</b>		<b>11,000</b>	0.0%	
3110044 · Repairs/Maintenance Supplies	8,736.42	165.05	0.00	0.00	<b>0</b>		<b>0</b>		
3110045 · Uniforms & Police Supplies	46,947.15	31,154.67	41,764.26	740.58	<b>32,000</b>	<b>-12,000</b>	<b>20,000</b>	-60.0%	Quarter Amendment 1
3110046 · Community Events	2,209.60	4,509.98	12,338.89	0.00	<b>2,000</b>	<b>-2,000</b>	<b>0</b>	-100.0%	Quarter Amendment 1
3110047 · Donation Expenditure	0.00	0.00	9,457.50	0.00	<b>0</b>		<b>0</b>		
3110049 · Grant Expenditures	0.00	1,837.05	2,006.30	0.00	<b>0</b>		<b>0</b>		
3110050 · Insurance Pass-Through	-8,421.97	1,775.01	67.13	0.00	<b>0</b>		<b>0</b>		
3110051 · Mobile Data Computer Netwk Svc	25,897.00	0.00	0.00	0.00	<b>0</b>		<b>0</b>		
3110056 · Capital Outlay-Machinery/Equip	0.00	5,517.00	0.00	0.00	<b>0</b>	<b>31,592</b>	<b>31,592</b>	100.0%	
310057 · Capital Outlay-Furniture/Fixture	2,675.90	0.00	0.00	0.00	<b>0</b>		<b>0</b>		
<b>Total 31100 · POLICE DEPARTMENT</b>	<b>672,509.81</b>	<b>750,956.44</b>	<b>875,119.64</b>	<b>154,857.42</b>	<b>801,577</b>		<b>873,148</b>	<b>8.2%</b>	
<b>32100 · FIRE &amp; RESCUE</b>									
3210001 · Contributions to other Govt Ent	0.00	0.00		0.00					
<b>Total 32100 · FIRE &amp; RESCUE</b>	<b>0.00</b>	<b>0.00</b>		<b>0.00</b>					
<b>34100 · BUILDING OFFICIAL</b>									
3410001 · Erosion & Sedimentation Ins.	0.00	13,350.00	4,654.20	0.00	<b>15,000</b>		<b>15,000</b>	0.0%	
34100 · BUILDING OFFICIAL - Other	28,555.00	0.00		0.00					
<b>Total 34100 · BUILDING OFFICIAL</b>	<b>28,555.00</b>	<b>13,350.00</b>	<b>4,654.20</b>	<b>0.00</b>	<b>15,000</b>		<b>15,000</b>	<b>0.0%</b>	
<b>Total 03 · PUBLIC SAFETY</b>	<b>701,064.81</b>	<b>764,306.44</b>	<b>879,773.84</b>	<b>154,857.42</b>	<b>816,577</b>		<b>888,148</b>	<b>8.1%</b>	
<b>04 · PUBLIC WORKS</b>									
4110001 · Town Public Works	45,460.75	70,445.10	17,083.64	818.40	<b>50,000</b>	<b>-50,000</b>	<b>0</b>	-100.0%	Quarter Amendment 1
4110002 · Street Beautification - HF	0.00	19,017.19	0.00	0.00	<b>2,213</b>		<b>2,213</b>	0.0%	
<b>43200 · REFUSE COLLECTION</b>									
4320001 · Trash Removal Contract	73,656.59	76,027.02	86,226.38	7,082.18	<b>86,625</b>		<b>86,625</b>	0.0%	

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<b>Total 43200 · REFUSE COLLECTION</b>	<b>73,656.59</b>	<b>76,027.02</b>	<b>86,226.38</b>	<b>7,082.18</b>	<b>86,625</b>		<b>86,625</b>	<b>0.0%</b>	
43100 · MAINT OF 15000 Wash St./Grounds									
4310001 · Repairs/Maintenance Services	54,046.29	57,616.82	72,396.70	1,470.56	<b>65,000</b>	<b>50,000</b>	<b>115,000</b>	43.5%	Quarter Amendment 1
4310002 · Main Svc Contract-Pest Control	1,420.00	2,709.00	1,290.00	155.00	<b>3,000</b>		<b>3,000</b>	0.0%	
4310003 · Maint Svc Contract-Landscaping	24,900.00	29,177.01	32,332.74	4,562.50	<b>35,000</b>		<b>35,000</b>	0.0%	
4310004 · Maint Svc Contract Snow Removal	345.00	2,100.90	35.88	0.00	<b>7,000</b>		<b>7,000</b>	0.0%	
4310005 · Maint Svc Cont.- Street Cleaning	6,375.00	5,915.00	5,940.00	500.00	<b>6,500</b>		<b>6,500</b>	0.0%	
4310007 · Electric/Gas Services	16,763.30	16,201.27	15,139.92	1,310.15	<b>16,500</b>		<b>16,500</b>	0.0%	
4310008 · Electrical Services-Streetlight	4,557.99	5,158.42	4,534.08	314.40	<b>5,500</b>		<b>5,500</b>	0.0%	
4310009 · Water & Sewer Services	2,228.98	2,009.52	1,696.30	244.95	<b>3,000</b>		<b>3,000</b>	0.0%	
4310010 · Janitorial Supplies	109.11	795.07	410.41	10.27	<b>2,000</b>		<b>2,000</b>	0.0%	
4310011 · Real Estate Taxes	1,625.17	1,932.75	816.84	722.06	<b>4,000</b>	<b>-1,500</b>	<b>2,500</b>	-60.0%	Quarter Amendment 1
43100 · MAINT OF 15000 Wash St./Grounds - Other	0.00	-196.62		0.00					
<b>Total 43100 · MAINT OF 15000 Wash St./Grounds</b>	<b>112,370.84</b>	<b>123,419.14</b>	<b>134,592.87</b>	<b>9,289.89</b>	<b>147,500</b>		<b>196,000</b>	<b>24.7%</b>	
<b>Total 04 · PUBLIC WORKS</b>	<b>231,488.18</b>	<b>288,908.45</b>	<b>237,902.89</b>	<b>17,190.47</b>	<b>286,338</b>		<b>284,838</b>	<b>-0.5%</b>	
07 · PARKS, REC & CULTURAL									
70000 · HAYMARKET COMMUNITY PARK									
7000001 · Grounds Maintenance/Repairs	0.00	65,731.36	45,060.25	143.40	<b>20,000</b>	<b>20,000</b>	<b>40,000</b>	50.0%	Quarter Amendment 1
<b>Total 70000 · HAYMARKET COMMUNITY PARK</b>	<b>0.00</b>	<b>65,731.36</b>	<b>45,060.25</b>	<b>143.40</b>	<b>20,000</b>		<b>40,000</b>	<b>50.0%</b>	
71110 · EVENTS									
7111001 · Advertising - Events	4,786.35	10,203.67	13,087.60	0.00	<b>0</b>		<b>0</b>		
7111003 · Contractual Services	57,888.31	60,721.15	58,183.61	0.00	<b>80,000</b>	<b>-70,000</b>	<b>10,000</b>	-87.5%	Quarter Amendment 1
71110 · EVENTS - Other	285.67	987.27		0.00	<b>0</b>	<b>10,000</b>	<b>10,000</b>	100.0%	Quarter Amendment 1
<b>Total 71110 · EVENTS</b>	<b>62,960.33</b>	<b>71,912.09</b>	<b>71,271.21</b>	<b>0.00</b>	<b>80,000</b>		<b>20,000</b>	<b>-75.0%</b>	
72200 · MUSEUM									
7220008 · Unemployment Insurance	0.00	0.00		0.00	<b>0</b>		<b>0</b>		
7220009 · Advertising	0.00	1,008.00	0.00	0.00	<b>750</b>		<b>750</b>	0.0%	
7220012 · Telecommunications	2,314.40	2,028.02	1,624.12	133.08	<b>2,200</b>		<b>2,200</b>	0.0%	
7220014 · Mileage Allowance	0.00	0.00		0.00	<b>0</b>		<b>0</b>	0.0%	
7200015 · Books, Dues & Subscriptions	0.00	30.00	0.00	0.00	<b>250</b>		<b>250</b>	0.0%	
7200016 · Office Supplies	0.00	19.99	0.00	0.00	<b>250</b>		<b>250</b>	0.0%	
7220018 · Exhibits & Programs	1,141.40	700.27	400.00	400.00	<b>1,700</b>		<b>1,700</b>	0.0%	
<b>Total 72200 · MUSEUM</b>	<b>3,455.80</b>	<b>3,786.28</b>	<b>2,024.12</b>	<b>533.08</b>	<b>5,150</b>		<b>5,150</b>	<b>0.0%</b>	
<b>Total 07 · PARKS, REC &amp; CULTURAL</b>	<b>66,416.13</b>	<b>141,429.73</b>	<b>118,355.58</b>	<b>676.48</b>	<b>105,150</b>		<b>65,150</b>	<b>-61.4%</b>	
08 · COMMUNITY DEVELOPMENT									
81100 · PLANNING COMMISSION									
8110001 · Salaries & Wages - Regular	3,420.00	4,095.00	1,365.00	255.00	<b>5,670</b>		<b>5,670</b>	0.0%	
8110002 · FICA/Medicare	247.86	360.04	100.98	24.10	<b>500</b>		<b>500</b>	0.0%	
8110003 · Consultants - Engineer	59,908.46	25,947.22	24,590.99	0.00	<b>50,000</b>	<b>-20,000</b>	<b>30,000</b>	-66.7%	Quarter Amendment 1
8110004 · Consultants - Comp Plan	0.00	0.00	0.00	0.00	<b>40,000</b>	<b>-30,000</b>	<b>10,000</b>	-75.0%	Quarter Amendment 1
8110005 · Mileage Allowance	230.05	0.00		0.00	<b>250</b>		<b>250</b>	0.0%	
8110006 · Meals & Lodging	22.62	0.00		0.00	<b>700</b>		<b>700</b>	0.0%	
8110007 · Convention/Education	69.99	0.00	0.00	0.00	<b>1,500</b>		<b>1,500</b>	0.0%	
<b>Total 81100 · PLANNING COMMISSION</b>	<b>63,898.98</b>	<b>30,402.26</b>	<b>26,056.97</b>	<b>279.10</b>	<b>98,620</b>		<b>48,620</b>	<b>-44.2%</b>	
81110 · ARCHITECTURAL REVIEW BOARD									
8111001 · Salaries & Wages - Regular	2,220.00	4,065.00	1,605.00	255.00	<b>7,830</b>	<b>-2,000</b>	<b>5,830</b>	-34.3%	Quarter Amendment 1
8111002 · FICA/Medicare	148.42	366.07	98.67	14.92	<b>850</b>		<b>850</b>	0.0%	
8111003 · Mileage Allowance	0.00	0.00		0.00	<b>0</b>		<b>0</b>	0.0%	
8111004 · Meals & Lodging	0.00	0.00		0.00	<b>0</b>		<b>0</b>	0.0%	
8111005 · Convention & Education	0.00	0.00		0.00	<b>2,000</b>		<b>2,000</b>	0.0%	
<b>Total 81110 · ARCHITECTURAL REVIEW BOARD</b>	<b>2,368.42</b>	<b>4,431.07</b>	<b>1,703.67</b>	<b>269.92</b>	<b>10,680</b>		<b>8,680</b>	<b>-23.0%</b>	
81111 · Board Of Zoning Appeals									
8111101 · Convention & Education	0.00	0.00	0.00	0.00	<b>500</b>		<b>500</b>	0.0%	
8111102 · FICA / Medicare	0.00	0.00	0.00	0.00	<b>98</b>		<b>98</b>	0.0%	
8111103 · Salaries & Wages - Regular	0.00	0.00	0.00	0.00	<b>1,325</b>		<b>1,325</b>	0.0%	
81111 · Board Of Zoning Appeals - Other	0.00	0.00		0.00					

Attachment: Proposed Budget Amendments for Qt1\_08.21.2020\_ (4621 : Budget Discussion)



Total 81111 · Board Of Zoning Appeals	0.00	0.00	0.00	0.00	1,923		1,923	0.0%	
<b>Total 08 · COMMUNITY DEVELOPMENT</b>	<b>66,267.40</b>	<b>34,833.33</b>	<b>27,760.64</b>	<b>549.02</b>	<b>111,223</b>		<b>59,223</b>	<b>-87.8%</b>	
09 · NON-DEPARTMENTAL									
90000 · BB&T Tax Overpayment Refund			32,594.00						
900001 · CARES Act Expense					0	147,726	147,726	100.0%	RG Amendments 1
95100 · DEBT SERVICE									
9510002 · General Obligation Bond - Prin	155,700.00	156,600.00	177,402.92	158,300.00	166,144		166,144	0.0%	
9510003 · General Obligation Bond - Int	27,682.10	23,904.47		9,098.45	16,500		16,500	0.0%	
9510005 · Capital Lease Pmt - Principal	28,783.74	29,353.57	31,592.38	0.00	31,592	-31,592	0	-100.0%	
9510006 · Capital Lease - Interest Payment	2,808.64	2,238.81		0.00	0		0	0.0%	
Total 95100 · DEBT SERVICE	214,974.48	212,096.85	208,995.30	167,398.45	214,236		330,370	35.2%	
<b>Total 09 · NON-DEPARTMENTAL</b>	<b>214,974.48</b>	<b>212,096.85</b>	<b>241,589.30</b>	<b>167,398.45</b>	<b>214,236</b>		<b>330,370</b>	<b>35.2%</b>	
94101 · CABOOSE ENHANCEMENT PROJECT	0.00	0.00		0.00					
94102 · HAYMARKET COMMUNITY PARK	0.00	0.00		0.00					
94103 · PEDESTRIAN IMPROVEMENT PROJECT									
9410301 · Architectural/Engineering Fees	6,790.00	13,367.00		0.00	0		0		
94103 · PEDESTRIAN IMPROVEMENT PROJECT - Other	33,964.24	0.00	87,796.27	0.00	339,571	97,194	436,765	22.3%	
<b>Total 94103 · PEDESTRIAN IMPROVEMENT PROJECT</b>	<b>40,754.24</b>	<b>13,367.00</b>	<b>87,796.27</b>	<b>0.00</b>	<b>339,571</b>		<b>436,765</b>	<b>22.3%</b>	
94105 · PERSONNEL									
EMPLOYEE BENEFITS									
6560 · Payroll Processing Fees	0.00	-0.02	0.03	0.02					
Total EMPLOYEE BENEFITS	0.00	-0.02	0.03	0.02					
Total 94105 · PERSONNEL	0.00	-0.02	0.03	0.02					
94106 · TOWN CENTER MASTER PLAN									
9410601 · Architectural/Engineering Fees	62,447.77	45,970.84		0.00	0		0		
9410602 · Construction (Renovations)	0.00	0.00	138,273.52	0.00	0		0	0.0%	
<b>Total 94106 · TOWN CENTER MASTER PLAN</b>	<b>62,447.77</b>	<b>45,970.84</b>	<b>138,273.52</b>	<b>0.00</b>	<b>0</b>		<b>0</b>	<b>0.0%</b>	
94107 · BLIGHT MITIGATION									
9410701 · Building Official/Engr.	0.00	0.00		0.00					
94107 · BLIGHT MITIGATION - Other	0.00	0.00	2,595.00	171.24	20,000	20,000	40,000	50.0%	Quarter Amendment 1
<b>Total 94107 · BLIGHT MITIGATION</b>	<b>0.00</b>	<b>0.00</b>	<b>2,595.00</b>	<b>171.24</b>	<b>20,000</b>		<b>40,000</b>	<b>50.0%</b>	
94108 · CIP FUNDS EXPENSE									
94108-01 · CIP Funds Expense	0.00	0.00	0.00	0.00	29,389	21,805	51,194	-100.0%	Quarter Amendment 1
<b>Total 94108 · CAPITAL IMPROVEMENT PROJECT</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>29,389</b>		<b>51,194</b>	<b>-100.0%</b>	
<b>Total Expense</b>	<b>2,029,253.23</b>	<b>2,077,727.46</b>	<b>2,322,548.56</b>	<b>431,885.18</b>	<b>2,600,594</b>		<b>2,828,308</b>	<b>8.1%</b>	
Net Ordinary Income	203,629.28	198,012.40	240,653.44	-194,895.68	0.00		0.00		
Net Income	203,629.28	198,012.40	240,653.44	-194,895.68	0.00		0.00		

Attachment: Proposed Budget Amendments for Qt1\_08.21.2020\_ (4621 : Budget Discussion)

**Town of Haymarket**  
**Revenue & Expenditures Actual To-Date vs Annual Budget**  
 July 2020 through August 24, 2020

	Actuals	Budget	% of Budget	Comments
<b>3110 · GENERAL PROPERTY TAXES</b>				
3110-01 · Real Estate - Current	533.70	375,326.00	0.14%	
3110-02 · Public Service Corp RE Tax	0.00	13,209.00	0.0%	
3110-03 · Interest - All Property Taxes	26.07			
3110-04 · Penalties - All Property Taxes	0.00	1,000.00	0.0%	
<b>Total 3110 · GENERAL PROPERTY TAXES</b>	<b>559.77</b>	<b>389,535.00</b>	<b>0.14%</b>	
<b>3120 · OTHER LOCAL TAXES</b>				
3120-01 · Bank Stock Tax	0.00	12,000.00	0.0%	
3120-02 · Business License Tax	2,816.57	154,376.00	1.82%	
3120-03 · Cigarette Tax	12,659.57	134,000.00	9.45%	Collections up to July 31, 2020 Meals Tax
3120-04 · Consumer Utility Tax	12,718.21	158,000.00	8.05%	Collections up to July 31, 2020 Meals Tax
3120-05 · Meals Tax - Current	67,098.56	743,876.00	9.02%	Collections up to July 31, 2020 Meals Tax
3120-06 · Sales Tax Receipts	0.00	129,376.00	0.0%	
3120-07 · Penalties (Non-Property)	865.90			
3120-08 · Interest (Non-Property)	24.06			
<b>Total 3120 · OTHER LOCAL TAXES</b>	<b>96,182.87</b>	<b>1,331,628.00</b>	<b>7.22%</b>	
<b>3130 · PERMITS,FEES &amp; LICENESES</b>				
3130-01 · Application Fees	275.00	4,500.00	6.11%	
3130-02 · Inspection Fees	0.00	15,000.00	0.0%	
3130-03 · Motor Vehicle Licenses	136.00	1,900.00	7.16%	
3130-05 · Other Planning & Permits	700.00	25,000.00	2.8%	
3130-06 · Pass Through Fees	1,268.60			
<b>Total 3130 · PERMITS,FEES &amp; LICENESES</b>	<b>2,379.60</b>	<b>46,400.00</b>	<b>5.13%</b>	
<b>3140 · FINES &amp; FORFEITURES</b>				
3140-01 · Fines	3,642.92	50,000.00	7.29%	Collection up to July 31, 2020
<b>Total 3140 · FINES &amp; FORFEITURES</b>	<b>3,642.92</b>	<b>50,000.00</b>	<b>7.29%</b>	
<b>3150 · REVENUE - USE OF MONEY</b>				
3150-01 · Earnings on VACO/VML Investment	358.50			
3150-03 · Interest on Bank Deposits	2.12	10,000.00	0.02%	
<b>Total 3150 · REVENUE - USE OF MONEY</b>	<b>360.62</b>	<b>10,000.00</b>	<b>3.61%</b>	
<b>3151 · RENTAL (USE OF PROPERTY)</b>				
3151-01 · Suite 200 Stronger Fitness LLC	828.33	7,184.00	11.53%	Leased was not renewed
3151-02 · 15026 Suite 210 Body Mind	1,657.37	6,792.50	24.4%	
3151-04 · Suite 210 LF Security	1,717.34	10,433.00	16.46%	
3151-06 · Suite 204 MAC-ISA	1,120.00	6,720.00	16.67%	
3151-07 · Haymarket Church Suite 206	8,392.44	33,570.00	25.0%	
3151-08 · 15020 Washington Realty	0.00	32,937.50	0.0%	
3151-09 · 15026 Copper Cricket	3,578.40	20,851.00	17.16%	
3151-11 · Cupcake Heaven and Cafe LLC	5,359.00	32,797.00	16.34%	
3151-12 · Haymarket Coffee Company LLC	200.00			new tenant
<b>Total 3151 · RENTAL (USE OF PROPERTY)</b>	<b>22,852.88</b>	<b>151,285.00</b>	<b>15.11%</b>	
<b>3160 · CHARGES FOR SERVICES</b>				
FOIA Receipts	23.00			
3160-01 · Public Safety				
3160-05 · Laney Detail	23,800.00			
<b>Total 3160-01 · Public Safety</b>	<b>23,800.00</b>	<b>0.00</b>	<b>100.0%</b>	
<b>Total 3160 · CHARGES FOR SERVICES</b>	<b>23,823.00</b>	<b>0.00</b>	<b>100.0%</b>	
<b>3165 · REVENUE - TOWN EVENTS</b>				
3165-01 · Revenue - Town Events	21,528.57	80,000.00	26.91%	
<b>Total 3165 · REVENUE - TOWN EVENTS</b>	<b>21,528.57</b>	<b>80,000.00</b>	<b>26.91%</b>	
<b>3180 · MISCELLANEOUS</b>				
3180-01 · Citations & Accident Reports	0.00	1,000.00	0.0%	
<b>Total 3180 · MISCELLANEOUS</b>	<b>0.00</b>	<b>1,000.00</b>	<b>0.0%</b>	
<b>3200 · REVENUE FROM COMMONWEALTH</b>				
3200-02 · 599 Law Enforcement Grant	0.00	31,548.00	0.0%	
3200-04 · Car Rental Reimbursement	0.00	6,500.00	0.0%	
3200-05 · Communications Tax	8,627.32	117,000.00	7.37%	
3200-11 · Personal Property Tax Reimburse	18,626.97	18,627.00	100.0%	

Attachment: FY2021 Actuals vs Budget Report with Comments 08.24.2020 (4621 : Budget Discussion)

**Town of Haymarket**  
**Revenue & Expenditures Actual To-Date vs Annual Budget**  
 July 2020 through August 24, 2020

	Actuals	Budget	% of Budget	Comments
3200-12 · Railroad Rolling Stock	1,300.21	1,500.00	86.68%	
3200-14 · Pedestrian Improvement Grant	0.00	89,571.00	0.0%	
<b>Total 3200 · REVENUE FROM COMMONWEALTH</b>	<b>28,554.50</b>	<b>264,746.00</b>	<b>10.79%</b>	
<b>3300 · REVENUE FROM FEDERAL GOVERNMENT</b>				
3300-01 · DMV Transp Safety Grant	0.00	6,000.00	0.0%	
3300-06 · CARES Act Funds	147,726.00			Cares Act Funds
<b>Total 3300 · REVENUE FROM FEDERAL GOVERNMENT</b>	<b>147,726.00</b>	<b>6,000.00</b>	<b>2,462.1%</b>	
3500 · Reserve Funds For CIP	0.00	270,000.00	0.0%	
	<b>347,610.73</b>	<b>2,600,594.00</b>	<b>13.37%</b>	
<b>Gross Profit</b>	<b>347,610.73</b>	<b>2,600,594.00</b>	<b>13.37%</b>	
<b>01 · ADMINISTRATION</b>				
<b>11100 · TOWN COUNCIL</b>				
111001 · Convention & Education	0.00	5,000.00	0.0%	
111002 · FICA/Medicare	258.19	2,000.00	12.91%	
111003 · Meals and Lodging	0.00	2,000.00	0.0%	
111004 · Mileage Allowance	0.00	250.00	0.0%	
111005 · Salaries & Wages - Regular	3,375.00	32,100.00	10.51%	
<b>Total 11100 · TOWN COUNCIL</b>	<b>3,633.19</b>	<b>41,350.00</b>	<b>8.79%</b>	
<b>12110 · TOWN ADMINISTRATION</b>				
1211001 · Salaries/Wages-Regular	45,106.15	280,830.00	16.06%	
1211003 · Salaries/Wages - Part Time	1,368.00	25,000.00	5.47%	
1211004 · FICA/Medicare	3,972.77	24,257.00	16.38%	
1211005 · VRS	4,439.41	35,070.00	12.66%	
1211006 · Health Insurance	4,861.32	49,195.00	9.88%	
1211007 · Life Insurance	485.76	3,852.00	12.61%	
1211008 · Disability Insurance	279.04	2,631.00	10.61%	
1211009 · Unemployment Insurance	301.20	2,800.00	10.76%	
1211010 · Worker's Compensation	256.00	400.00	64.0%	
1211011 · Gen Property/Liability Ins.	14,123.00	15,000.00	94.15%	Front loaded cost to Town
1211012 · Accounting Services	90.28	8,000.00	1.13%	
1211014 · Printing & Binding	824.59	12,000.00	6.87%	
1211015 · Advertising	0.00	12,000.00	0.0%	
1211016 · Computer, Internet & Website Svc	869.75	23,650.00	3.68%	
1211017 · Postage	806.78	4,000.00	20.17%	News letters were mailed
1211018 · Telecommunications	870.16	7,500.00	11.6%	
1211019 · Mileage Allowance	0.00	1,000.00	0.0%	
1211020 · Meals & Lodging	0.00	6,000.00	0.0%	
1211021 · Convention & Education	1,440.00	10,000.00	14.4%	
1211022 · Miscellaneous	0.00	1,000.00	0.0%	
1211024 · Books, Dues & Subscriptions	1,291.65	16,000.00	8.07%	
1211025 · Office Supplies	85.81	6,500.00	1.32%	
1211026 · Equipment Rental	679.14	4,075.00	16.67%	
<b>Total 12110 · TOWN ADMINISTRATION</b>	<b>82,150.81</b>	<b>550,760.00</b>	<b>14.92%</b>	
<b>12210 · LEGAL SERVICES</b>				
1221001 · Legal Services	4,504.19	70,000.00	6.44%	
1221002 · Legal - Pass Through Fees	1,268.60			
<b>Total 12210 · LEGAL SERVICES</b>	<b>5,772.79</b>	<b>70,000.00</b>	<b>8.25%</b>	
<b>12240 · INDEPENDENT AUDITOR</b>				
1224001 · Auditing Services	0.00	16,000.00	0.0%	
<b>Total 12240 · INDEPENDENT AUDITOR</b>	<b>0.00</b>	<b>16,000.00</b>	<b>0.0%</b>	
<b>Total 01 · ADMINISTRATION</b>	<b>91,556.79</b>	<b>678,110.00</b>	<b>13.5%</b>	
<b>03 · PUBLIC SAFETY</b>				
<b>31100 · POLICE DEPARTMENT</b>				
3110001 · Salaries & Wages - Regular	63,428.52	419,405.00	15.12%	
3110003 · Salaries & Wages - OT Premium	2,934.18	34,000.00	8.63%	
3110004 · Salaries & Wages - Holiday Pay	2,235.12	17,000.00	13.15%	
3110005 · Salaries & Wages - Part Time	3,315.00	20,000.00	16.58%	
3110007 · Salary & Wages - DMV Grant	2,163.60			

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**Town of Haymarket**  
**Revenue & Expenditures Actual To-Date vs Annual Budget**  
 July 2020 through August 24, 2020

	Actuals	Budget	% of Budget	Comments
3110008 · Salaries & Wages - Laney Detail	22,620.00			
3110020 · FICA/MEDICARE	6,764.01	36,397.00	18.58%	
3110021 · VRS	5,658.15	45,816.00	12.35%	
3110022 · Health Insurance	8,624.16	56,057.00	15.39%	
3110023 · Life Insurance	702.48	5,652.00	12.43%	
3110024 · Disability Insurance	294.66	2,000.00	14.73%	
3110025 · Unemployment Insurance	138.55	3,000.00	4.62%	
3110026 · Workers' Compensation Insurance	15,605.00	16,450.00	94.86%	Front loaded cost to Town
3110027 · Line of Duty Act Insurance	4,969.00	5,000.00	99.38%	Front loaded cost to Town
3110028 · Legal Services	2,000.00	24,000.00	8.33%	
3110032 · Computer, Internet & Website	53.00	14,000.00	0.38%	
3110033 · Postage	0.00	500.00	0.0%	
3110034 · Telecommunications	1,159.12	10,000.00	11.59%	
3110035 · General Prop Ins (Vehicles)	3,609.00	3,800.00	94.97%	Front loaded cost to Town
3110038 · Convention & Edu. (Training)	0.00	5,000.00	0.0%	
3110039 · Miscellaneous	0.00	1,500.00	0.0%	
3110040 · Annual Dues & Subscriptions	5,824.33	13,000.00	44.8%	Front loaded cost to Town
3110041 · Office Supplies	80.11	5,000.00	1.6%	
3110042 · Vehicle Fuels	1,701.64	19,000.00	8.96%	
3110043 · Vehicle Maintenance/Supplies	613.56	11,000.00	5.58%	
3110045 · Uniforms & Police Supplies	740.58	32,000.00	2.31%	
3110046 · Community Events	0.00	2,000.00	0.0%	
<b>Total 31100 · POLICE DEPARTMENT</b>	<b>155,233.77</b>	<b>801,577.00</b>	<b>19.37%</b>	
<b>34100 · BUILDING OFFICIAL</b>				
3410001 · Erosion & Sedimentation Ins.	0.00	15,000.00	0.0%	
<b>Total 34100 · BUILDING OFFICIAL</b>	<b>0.00</b>	<b>15,000.00</b>	<b>0.0%</b>	
<b>Total 03 · PUBLIC SAFETY</b>	<b>155,233.77</b>	<b>816,577.00</b>	<b>19.01%</b>	
<b>04 · PUBLIC WORKS</b>				
4110001 · Town Public Works	818.40	50,000.00	1.64%	
4110002 · Street Beautification - HF	0.00	2,213.00	0.0%	
<b>43200 · REFUSE COLLECTION</b>				
4320001 · Trash Removal Contract	7,082.18	86,625.00	8.18%	
<b>Total 43200 · REFUSE COLLECTION</b>	<b>7,082.18</b>	<b>86,625.00</b>	<b>8.18%</b>	
<b>43100 · MAINT OF 15000 Wash St./Grounds</b>				
4310001 · Repairs/Maintenance Services	6,528.07	65,000.00	10.04%	
4310002 · Maint Svc Contract-Pest Control	155.00	3,000.00	5.17%	
4310003 · Maint Svc Contract-Landscaping	4,562.50	35,000.00	13.04%	
4310004 · Maint Svc Contract Snow Removal	0.00	7,000.00	0.0%	
4310005 · Maint Svc Cont- Street Cleaning	500.00	6,500.00	7.69%	
4310007 · Electric/Gas Services	2,242.02	16,500.00	13.59%	
4310008 · Electrical Services-Streetlight	587.86	5,500.00	10.69%	
4310009 · Water & Sewer Services	303.60	3,000.00	10.12%	
4310010 · Janitorial Supplies	10.27	2,000.00	0.51%	
4310011 · Real Estate Taxes	722.06	4,000.00	18.05%	1st half payment to County
<b>Total 43100 · MAINT OF 15000 Wash St./Grounds</b>	<b>15,611.38</b>	<b>147,500.00</b>	<b>10.58%</b>	
<b>Total 04 · PUBLIC WORKS</b>	<b>23,511.96</b>	<b>286,338.00</b>	<b>8.21%</b>	
<b>07 · PARKS, REC &amp; CULTURAL</b>				
<b>70000 · HAYMARKET COMMUNITY PARK</b>				
7000001 · Grounds Maintenance/Repairs	143.40	20,000.00	0.72%	
<b>Total 70000 · HAYMARKET COMMUNITY PARK</b>	<b>143.40</b>	<b>20,000.00</b>	<b>0.72%</b>	
<b>71110 · EVENTS</b>				
7111003 · Contractural Services	0.00	80,000.00	0.0%	
<b>Total 71110 · EVENTS</b>	<b>0.00</b>	<b>80,000.00</b>	<b>0.0%</b>	
<b>72200 · MUSEUM</b>				
7220009 · Advertising	0.00	750.00	0.0%	
7220012 · Telecommunications	133.08	2,200.00	6.05%	
7200015 · Books, Dues & Subscriptions	0.00	250.00	0.0%	
7200016 · Office Supplies	0.00	250.00	0.0%	
7220018 · Exhibits & Programs	400.00	1,700.00	23.53%	Civil War Trails Plaque

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**Town of Haymarket**  
**Revenue & Expenditures Actual To-Date vs Annual Budget**  
 July 2020 through August 24, 2020

	Actuals	Budget	% of Budget	Comments
Total 72200 · MUSEUM	533.08	5,150.00	10.35%	
Total 07 · PARKS, REC & CULTURAL	676.48	105,150.00	0.64%	
08 · COMMUNITY DEVELOPMENT				
81100 · PLANNING COMMISSION				
8110001 · Salaries & Wages - Regular	255.00	5,670.00	4.5%	
8110002 · FICA/Medicare	24.10	500.00	4.82%	
8110003 · Consultants - Engineer	1,925.95	50,000.00	3.85%	
8110004 · Consultants - Comp Plan	0.00	40,000.00	0.0%	
8110005 · Mileage Allowance	0.00	250.00	0.0%	
8110006 · Meals & Lodging	0.00	700.00	0.0%	
8110007 · Convention/Education	191.40	1,500.00	12.76%	
Total 81100 · PLANNING COMMISSION	2,396.45	98,620.00	2.43%	
81110 · ARCHITECTURAL REVIEW BOARD				
8111001 · Salaries & Wages - Regular	255.00	7,830.00	3.26%	
8111002 · FICA/Medicare	14.92	850.00	1.76%	
8111005 · Convention & Education	0.00	2,000.00	0.0%	
Total 81110 · ARCHITECTURAL REVIEW BOARD	269.92	10,680.00	2.53%	
81111 · Board Of Zoning Appeals				
8111101 · Convention & Education	0.00	500.00	0.0%	
8111102 · FICA / Medicare	0.00	98.00	0.0%	
8111103 · Salaries & Wages - Regular	0.00	1,325.00	0.0%	
Total 81111 · Board Of Zoning Appeals	0.00	1,923.00	0.0%	
Total 08 · COMMUNITY DEVELOPMENT	2,666.37	111,223.00	2.4%	
09 · NON-DEPARTMENTAL				
95100 · DEBT SERVICE				
9510002 · General Obligation Bond - Prin	158,300.00	166,144.00	95.28%	Front loaded cost to Town
9510003 · General Obligation Bond - Int	9,098.45	16,500.00	55.14%	Front loaded cost to Town
9510005 · Capital Lease Pmt - Principal	15,796.19	31,592.00	50.0%	Front loaded cost to Town (1 of 2 payments)
Total 95100 · DEBT SERVICE	183,194.64	214,236.00	85.51%	
Total 09 · NON-DEPARTMENTAL	183,194.64	214,236.00	85.51%	
94103 · PEDESTRIAN IMPROVEMENT PROJECT	31,546.55	339,571.00	9.29%	
94105 · PERSONNEL				
EMPLOYEE BENEFITS				
6560 · Payroll Processing Fees	0.02			
Total EMPLOYEE BENEFITS	0.02			
Total 94105 · PERSONNEL	0.02			
94107 · BLIGHT MITIGATION				
9410701 · Building Official/Engr.	0.00	20,000.00	0.0%	
94107 · BLIGHT MITIGATION - Other	171.24			for Public Notice
Total 94107 · BLIGHT MITIGATION	171.24	20,000.00	0.86%	
94108 · Capital Improvement Funds Expens	0.00	29,389.00	0.0%	
Total Expense	488,557.82	2,600,594.00	18.79%	
Net Ordinary Income	-140,947.09	0.00	100.0%	
Net Income	-140,947.09	0.00	100.0%	

Attachment: FY2021 Actuals vs Budget Report with Comments 08.24.2020 (4621 : Budget Discussion)