



TOWN OF HAYMARKET TOWN COUNCIL
REGULAR MEETING
~ AGENDA ~

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

15000 Washington St
Haymarket, VA 20169

Monday, June 8, 2020

7:00 PM

Council Chambers

I. Call To Order

1. Zoom Invite -

<https://us02web.zoom.us/j/89651111079?pwd=UTUzZUJZc0hZb3RJb0cvamZNFhyUT09>

II. Pledge of Allegiance

III. Notice of Public Hearing

1. Notice of Public Hearing

IV. Citizens Time for Public Hearing

V. Close Public Hearing

VI. Agenda Items

- 1. Resolution 2020-013**
- 2. Resolution 2020-014**
- 3. Debt Service Discussion**

VII. Closed Session

1. Certification

VIII. Adjournment

**NOTICE OF PUBLIC HEARING
TOWN OF HAYMARKET
FISCAL YEAR 2020/2021 AMENDMENT TO THE ADOPTED BUDGET**

The Haymarket Town Council will hold a public hearing on Monday, June 08, 2020 beginning at 7:00 p.m. at the Haymarket Town Hall, 15000 Washington Street, #100, Haymarket, Virginia 20169, and/or at such other times as to which such hearing may be continued, to consider amending the FY 2020/2021 budget as summarized below. This amendment will decrease the adopted budget by 5% for Fiscal Year 2020- 2021 in the amounts shown below. The new total budget amount will be \$2,600,594.

The hearing is being held in a public facility believed to be accessible to persons with disabilities. Any person with questions on the accessibility to the facility should contact the Town Clerk at the above address or by calling 703-753-2600.

Budget Amendment for FY2020-2021 Budget

<u>REVENUE:</u>	<u>Adopted 2020-21 Budget</u>	<u>Amended Budget</u>	<u>Change</u>
Meals Tax	\$800,000	\$734,376	(\$ 65,624)
Business License Tax	\$195,000	\$149,376	(\$ 45,624)
Sales Tax Receipts	\$140,000	\$129,376	(\$ 10,624)
Cigarette Tax	\$146,500	\$131,500	(\$ 15,000)
 <u>EXPENDITURE:</u>			
Town Administration			
Salaries & Wages - Part-Time	\$ 50,000	\$ 25,000	(\$ 25,000)
Parks, Rec & Cultural			
Haymarket Community Park	\$ 58,000	\$ 20,000	(\$ 38,000)
CIP Funding	\$ 95,961	\$ 22,089	(\$ 73,872)

TOWN OF HAYMARKET

Attachment: Public Notice for FY2021 Budget Amendment for 06.08.2020_2 (4485 : Notice of Public Hearing)



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

ROBERTO GONZALEZ
TOWN TREASURER

STAFF REPORT
June 8, 2020

FISCAL YEAR 2020-2021 BUDGET AMENDMENT

ISSUE

Virginia Code § 15.2-2507 allows a locality to amend its budget and adjust the aggregate amount to be appropriated during the current fiscal year. However, any amendment which exceeds one percent of the total expenditures shown in the currently adopted budget must be accomplished by advertising a meeting and holding a public hearing prior to acting on the amendment. Since each requested expenditure exceeds that amount, a meeting is required. The notice must be provided 7 days prior to the meeting. The Council may adopt the amendment at the advertised meeting.

REQUESTED BUDGET AMENDMENT

1. The requested amendment to the adopted budget for Fiscal Year 2020-2021 is to reduce some of the affected Revenue lines items due to the COVID pandemic. Those line items affected would be the following Meals Tax, Business License Tax, Sales Receipt Tax, and Cigarette Tax of the adopted Fiscal Year 2020-2021 budget. The affected expenditure line items will be Administration – Salaries & Wages – Part-Time, Haymarket Community Park line item, and CIP funding line item. This amendment will reduce the adopted budget for Fiscal Year 2020-2021 in the amount of \$136,872. This amendment will make the adopted budget for Fiscal Year 2020-2021 total \$2,600,594.

Revenue Source Line Item

Line Item	Adopted 2020-21 Budget	Change	Amended Budget
Meals Tax	\$800,000	\$734,376	(\$ 65,624)
Business License Tax	\$195,000	\$149,376	(\$ 45,624)
Sales Tax Receipts	\$140,000	\$129,376	(\$ 10,624)
Cigarette Tax	\$146,500	\$131,500	(\$ 15,000)

Expenditures Source Line Item

Line Item	Adopted 2020-21 Budget	Change	Amended Budget
Town Administration			
Salaries & Wages - Part-Time	\$ 50,000	\$ 25,000	(\$ 25,000)
Parks, Rec & Cultural			
Haymarket Community Park	\$ 58,000	\$ 20,000	(\$ 38,000)
CIP Funding	\$ 95,961	\$ 22,089	(\$ 73,872)

Sample Motion

I move the Haymarket Town Council approve an amendment to the Fiscal Year 2020-21 as designated in resolution #2020-013, to reduce revenue line items for meals tax, business license tax, sales tax receipts, and cigarette tax and for expenditure line items Administration – Salaries & Wages – Part-Time, Haymarket Community Park, and CIP funding in the amount of \$136,872 from the adopted budget. This amendment will make the adopted budget for Fiscal Year 2020-2021 total \$2,600,594.

Or

Alternative Motion



RESOLUTION 2020-013

FISCAL YEAR 2020-2021 BUDGET AMENDMENT

WHEREAS, The Haymarket Town Council adopted the Fiscal Year 2021 Budget on May 26, 2020, and

WHEREAS, Fiscal Year 2021 Budget funded by Meals Tax, Business License Tax, Sales Receipts Tax and Cigarette Tax revenues, the Council has determined these line items need to be reduced in the adopted budget for FY 2020-2021 due to the affect from the COV-ID 19 pandemic, and

WHEREAS, Fiscal Year 2021 Budget funded expenditures for Administration – Salaries & Wages – Part-Time, Haymarket Community Park, and CIP Funding, the Council has determined these line items need to be reduced in the adopted budget for FY 2020-2021 due to the affect from the COV-ID 19 pandemic, and

WHEREAS, the Town has advertised and held a public hearing, as required by Virginia §15.2-2507

NOW THEREFORE, BE IT RESOLVED that the Haymarket Town Council authorizes the Town Treasurer to amend the Fiscal Year 2020-2021 Budget as reflected below:

Expenditure Source

Line Item	Adopted 2020-21 Budget	Change	Amended Budget
Meals Tax	\$800,000	\$734,376	(\$65,624)
Business License Tax	\$195,000	\$149,376	(\$45,624)
Sales Tax Receipt	\$140,000	\$129,376	(\$10,624)
Cigarette Tax	\$146,500	\$131,500	(\$15,000)

Expenditure Sources

Line Item	Adopted 2018-19 Budget	Change	Amended Budget
Town Administration			
Salaries & Wages - Part Time	\$50,000	\$25,000	(\$25,000)
Parks, Rec & Cultural			
Haymarket Community Park	\$58,000	\$20,000	(\$38,000)
CIPFunding	\$95,961	\$22,089	(\$73,872)

Done this 8th Day of June 2020

Motion By:
 Seconded By:
 Ayes:
 Nays:
 Absent:

ATTEST:

 Kimberly Henry, Clerk of Council



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

ROBERTO GONZALEZ
TOWN TREASURER

STAFF REPORT
June 8, 2020

FISCAL YEAR 2019-20 BUDGET AMENDMENT

ISSUE

Virginia Code § 15.2-2507 allows a locality to amend its budget and adjust the aggregate amount to be appropriated during the current fiscal year. However, any amendment which exceeds one percent of the total expenditures shown in the currently adopted budget must be accomplished by advertising a meeting and holding a public hearing prior to acting on the amendment. Since each requested expenditure does not exceed that amount, a Public Hearing is not required. The Council may adopt the amendment at this meeting.

REQUESTED BUDGET AMENDMENT

1. The requested amendment to the adopted budget for Fiscal Year 2019-2020 is to amend the Maintenance of 15000 Washington St- Repairs & Maintenance expenditure line item for HVAC replacements. While on routine maintenance the contractor informed staff three units needed to be replaced. The requested amendment will not affect the overall adopted budget as we will be moving the funds from an existing expenditure, Town Public Works expenditure line item.

Expenditure Source Line Item			
<u>Line Item</u>	<u>Adopted 2019-20 Budget</u>	<u>Change</u>	<u>Amended Budget</u>
Public Works			
Town Public Works	\$ 50,680.20	(\$18,000)	\$ 32,680.20
Expenditure Source Line Item			
<u>Line Item</u>	<u>Adopted 2019-20 Budget</u>	<u>Change</u>	<u>Amended Budget</u>
Maint. Of 15000 Wash. St.			
Repairs/Maintenance Services	\$ 55,000	\$ 18,000	\$ 73,000

Sample Motion

I move the Haymarket Town Council approve an amendment to the Fiscal Year 2019-20 as designated on resolution #2019-014, to amend the Maint. Of 15000 Wash. St. – Repairs/Maintenance line item by increasing \$18,000 by moving this amount from the Town Public Works line item.

Or

Alternative Motion



RESOLUTION 2020-014

FISCAL YEAR 2019-2020 BUDGET AMENDMENT

WHEREAS, The Haymarket Town Council did adopt the Fiscal Year 2020 Budget on June 03, 2019, and

WHEREAS, Fiscal Year 2020 Budget funded Town Public Works \$50,680.20, Council will amend \$18,000, and

WHEREAS, The proposed budget amendment will increase Maint. Of 15000 Wash. St. – Repairs & Maintenance \$18,000; and

NOW THEREFORE, BE IT RESOLVED that the Haymarket Town Council amends the Fiscal Year 2019-2020 Budget as reflected below:

Expenditure Source Line Item			
<u>Line Item</u>	<u>Adopted 2019-20 Budget</u>	<u>Change</u>	<u>Amended Budget</u>
Public Works			
Town Public Works	\$ 50,680.20	(\$18,000)	\$ 32,680.20
Expenditure Source Line Item			
<u>Line Item</u>	<u>Adopted 2019-20 Budget</u>	<u>Change</u>	<u>Amended Budget</u>
Maint. Of 15000 Wash. St.			
Repairs/Maintenance Services	\$ 55,000	\$ 18,000	\$ 73,000

Done this 8th Day of June 2020

- Motion By:
- Seconded By:
- Ayes:
- Nays:
- Absent:

ATTEST:

Kimberly Henry, Clerk of Council

Attachment: Staff Report RES #2020-0014 on Budget Amendment for FY2019-2020_06.08.2020 (4487 : Resolution 2020-014)