



TOWN OF HAYMARKET TOWN COUNCIL

WORK SESSION ~ AGENDA ~

Denise Andrews, Interim Clerk
<http://www.townofhaymarket.org/>

15000 Washington St
Haymarket, VA 20169

Monday, April 3, 2017

6:00 PM

Council Chambers

1. Call to Order

2. Agenda Items

A. FY2017/2018 Draft Budget Discussion

3. Adjournment



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

Kimberly L. Murray, CEcD, AICP
TOWN MANAGER

MEMORANDUM

TO: Honorable Mayor and Town Council
FROM: Kimberly L. Murray, Town Manager
DATE: April 3, 2017
SUBJECT: Draft FY2017-2018 Budget Presentation – Meeting #2

In preparation for the second budget work session on the FY2018 budget for the Town of Haymarket, you will find attached the revised draft FY2018 budget and capital plan to review in advance. You will note an increase in the net deficit over our previous discussion for a placeholder of \$2,240 for the 20% match on the Federal Grant for the Caboose placards project, a \$15,000 line item for streetscape annual repairs, and an approximate \$6,775 increase in the health insurance line item for town administration, reflecting the proper allocation of funds. This scenario is based on the employee and employer picking up a share of the 9.22% increase in the premiums, see chart below including employee single coverage beginning to pick up a portion of the premiums, resulting in a net savings to the Town for health insurance of approximately \$7,600. The health insurance premium increase would begin July 1, 2017.

Also below is the outline for the Town Council's budget meetings agreed to March 27, 2017.

Activity	Date	Time
Town Council Budget Work Session	Monday, March 27, 2017	6:00 PM
Town Council Budget Work Session	Monday, April 3, 2017	6:00 PM
Town Council Budget Work Session	Monday, April 17, 2017	6:00 PM
Public Hearing: Proposed FY 18 Budget	Monday, May 1, 2017	7:00 PM
Public Hearing: Proposed FY 18 Tax Rates	Monday May 15, 2017	6:00 PM
Adoption of FY 18 Budget and Tax Rates	Monday June 5, 2017	7:00 PM

Proposed FY2018: with Singles paying for \$600 increase per payroll

Employee	Total Prem	EE Portion	ER Cont	9.22% Increase		Contribution amounts		EE Portion Every payroll	ER Portion Every payroll	Total Cost Every Payroll
				Increase Amount	Total Year Prem.	EE Portion	ER Cont			
Public Safety	\$ 86,412.00	\$11,491.74	\$ 74,920.26	\$ 5,640.00	\$ 72,768.00	\$ 14,454.66	\$ 62,063.25	\$ 411.72	\$ 2,387.05	\$ 2,798.77
Administration	\$ 84,276.00	\$15,322.32	\$ 68,953.68	\$ 7,080.00	\$ 91,356.00	\$ 18,146.99	\$ 74,146.49	\$ 661.90	\$ 2,851.79	\$ 3,513.69
	\$170,688.00	\$26,814.06	\$ 143,873.94	\$ 12,720.00	\$ 164,124.00	\$ 32,601.64	\$136,209.74	\$ 1,073.63	\$ 5,238.84	\$ 6,312.46
	100%	20%	80%							
Definitions:										
Employee: EE										
Employer: ER (Town of Haymarket)										
Single Coverage: EXAMPLE for one employee				ER Contribution a	EE Contribution a					
				year	year	EE per Payroll				
If Town continues to pick up single coverage:				\$ 7,740.00	\$ -	\$ -				
If Town has singles pick up EE Portion:				\$ 7,140.00	\$ 600.00	\$ 23.08	is the amount per check that will be deducted			
Currently:	A Year									
Town contributes:										
Public Safety	\$74,920.26									
Administration	\$68,953.68									
FY2018 Proposed:	\$ 143,873.94									
Town Contributes:										
Public Safety	\$62,063.25									
Administration	\$74,146.49									
	\$136,209.74									
	\$ 7,664.20									
The amount the TOWN will save by one less FTE and having the single employees pick up the \$600 increase for the yearly premium of health care, and employee picking up share of family premium outlined in option 1.										

Attachment: Council Work session Budget packet 4-3-17 (3108 : FY2017/2018 Draft Budget Discussion)

	2015 Actual	2016 Actual	2017 Budget	Difference	2018 Budget	Percentage Change
REVENUES						
3110 - GENERAL PROPERTY TAXES						
Real Estate - Current	299,660.74	287,862.44	292,000.00	\$ 6,000.00	\$ 298,000	2.0%
Public Service Corp RE Tax				\$ -	\$ -	0.0%
Public Service Corp RE Tax - Other	8,341.62	10,080.19	10,000.00	\$ -	\$ 10,000	0.0%
Total Public Service Corp RE Tax	8,341.62	10,080.19	10,000.00	-	\$ 10,000	0.0%
Interest - All Property Taxes	190.48		-	\$ -	\$ -	0.0%
Penalties - All Property Taxes		304.79	-	\$ -	\$ -	0.0%
Penalties - All Property Taxes - Other		681.97	-	\$ -	\$ -	0.0%
Total Penalties - All Property Taxes		681.97	-	\$ -	\$ -	0.0%
Personal Property Tax	444.50	-	-	\$ -	\$ -	0.0%
Uncollected Tax Write Offs	(5,359.27)	-	-	\$ -	\$ -	
Total 3110 - GENERAL PROPERTY TAXES	303,278.07	298,929.39	302,000.00	6,000.00	\$ 308,000	1.9%
3120 - OTHER LOCAL TAXES					\$ -	
Bank Stock Tax	57,547.00	39,338.75	50,000.00	\$ (22,000.00)	\$ 28,000	-78.6%
Business License Tax	174,497.42	175,320.47	175,000.00	\$ 5,000.00	\$ 180,000	2.8%
Cigarette Tax	250,634.54	213,739.50	220,000.00	\$ (30,000.00)	\$ 190,000	-15.8%
Consumer Utility Tax	128,330.44	140,467.36	130,000.00	\$ -	\$ 130,000	0.0%
Meals Tax - Current	476,319.69	457,125.14	550,000.00	\$ 50,000.00	\$ 600,000	8.3%
Sales Tax Receipts	149,903.94	152,690.60	150,000.00	\$ -	\$ 150,000	0.0%
Penalties (Non-Property)	298.01	5,854.33	-	\$ -	\$ -	
Interest (Non-Property)	21.52	37.31	-	\$ -	\$ -	
Total 3120 - OTHER LOCAL TAXES	1,237,552.56	1,184,573.46	1,275,000.00	3,000.00	\$ 1,278,000	0.2%
3130 - PERMITS,FEES & LICENESES					\$ -	
Application Fees	2,300.00	2,625.00	1,200.00	\$ 1,500.00	\$ 2,700	55.6%
Inspection Fees	12,630.00	13,380.00	15,000.00	\$ -	\$ 15,000	0.0%
Motor Vehicle Licenses	1,955.00	2,183.00	1,900.00	\$ -	\$ 1,900	0.0%
Occupancy Permits	200.00	550.00	600.00	\$ -	\$ 600	0.0%
Other Planning & Permits	42,778.16	25,964.70	30,000.00	\$ 40,000.00	\$ 70,000	57.1%
Total 3130 - PERMITS,FEES & LICENESES	59,863.16	44,702.70	48,700.00	41,500.00	\$ 90,200	46.0%
3140 - FINES & FORFEITURES					\$ -	
Fines	50,799.05	61,961.33	50,000.00	\$ -	\$ 50,000	0.0%
Total 3140 - FINES & FORFEITURES	50,799.05	61,961.33	50,000.00	\$ -	\$ 50,000	0.0%
3150 - REVENUE - USE OF MONEY					\$ -	
Earnings on VACO/VML Investment	296.90	4,795.09		\$ -	\$ -	
Interest on Bank Deposit	38.81	863.02	10,000.00	\$ -	\$ 10,000	0.0%
Interest on Bank Deposits	3,122.31	13,088.44		\$ -	\$ -	
Total 3150 - REVENUE - USE OF MONEY	3,458.02	18,746.55	10,000.00	\$ -	\$ 10,000	0.0%
3151 - RENTAL (USE OF PROPERTY)					\$ -	
Total 3151 - RENTAL (USE OF PROPERTY)	188,991.34	163,790.24	189,200.00	(57,864.92)	\$ 131,335	-44.1%

Attachment: Council Work session Budget packet 4-3-17 (3108 : FY2017/2018 Draft Budget Discussion)

	2015 Actual	2016 Actual	2017 Budget	Difference	2018 Budget	Percentage Change
3160 · CHARGES FOR SERVICES						
FOIA Receipts	314.50	-	-	\$ -	\$ -	
Security	1,071.63	-	-	\$ -	\$ -	
Public Safety	-	500.00	-	\$ -	\$ -	
Donation/Grants	-	-	-	\$ -	\$ -	
Total Public Safety	1,071.63	500.00	-	\$ -	\$ -	
Total 3160 · CHARGES FOR SERVICES	1,386.13	-	-	\$ -	\$ -	
3165 · REVENUE - TOWN EVENTS						
Revenue - Town Events	6,925.00	28,033.17	40,000.00	\$ 25,000.00	\$ 65,000	38.5%
Total 3165 · REVENUE - TOWN EVENTS	6,925.00	28,033.17	40,000.00	25,000.00	\$ 65,000	38.5%
3180 · MISCELLANEOUS						
Citations & Accident Reports	2,185.00	2,610.00	1,900.00	\$ -	\$ 1,900	0.0%
Miscellaneous	1,703.64	233.48	-	\$ -	\$ -	
Recovered Costs- Private Events	-	-	-	\$ -	\$ -	
Recovered Costs- Private Events - Other	10,143.60	900.00	-	\$ -	\$ -	
Total Recovered Costs- Private Events	10,143.60	900.00	-	\$ -	\$ -	
Sale of Salvage & Surplus	650.00	5.00	-	\$ -	\$ -	
3180 · MISCELLANEOUS - Other	152.28	-	-	\$ -	\$ -	
Total 3180 · MISCELLANEOUS	14,834.52	3,748.48	1,900.00	-	\$ 1,900	0.0%
32 · REVENUE FROM COMMONWEALTH						
599 Law Enforcement Grant	28,368.00	28,368.00	28,000.00	\$ -	\$ 28,000	0.0%
AG - Asset Forfeiture Grant	1,500.75	-	-	\$ -	\$ -	
Car Rental Reimbursement	4,728.15	4,988.55	5,500.00	\$ -	\$ 5,500	0.0%
Communications Tax	126,113.78	121,902.18	120,000.00	\$ -	\$ 120,000	0.0%
Department of Fire Programs	10,000.00	10,000.00	10,000.00	\$ -	\$ 10,000	0.0%
Other	-	549.23	-	\$ -	\$ -	
Personal Property Tax Reimburse	18,626.97	18,626.97	18,500.00	\$ -	\$ 18,500	0.0%
Railroad Rolling Stock	1,473.26	1,514.70	1,500.00	\$ -	\$ 1,500	0.0%
State Disaster Recovery Funds	2,958.12	-	-	\$ -	\$ -	
32 · REVENUE FROM COMMONWEALTH - Other	-	-	-	\$ -	\$ -	
Total 32 · REVENUE FROM COMMONWEALTH	193,769.03	185,949.63	183,500.00	-	\$ 183,500	0.0%
33 · REVENUE FROM FEDERAL GOVERNMENT						
DMV Grant - Federal	968.43	2,160.21	-	\$ -	\$ -	
FEMA Emergency Response Funds	14,998.96	-	-	\$ -	\$ -	
CABOOSE ENHANCEMENT GRANT	-	18,346.90	-	\$ 9,359.00	\$ 9,359	100.0%
PEDESTRIAN IMPROVEMENT GRANT	62,300.00	58,270.00	365,000.00	\$ (156,400.00)	\$ 208,600	-75.0%
SAFETY LU/MAP 21 GRANT	615,075.22	-	-	\$ -	\$ -	
33 · REVENUE FROM FEDERAL GOVERNMENT - Oth	-	-	-	\$ -	\$ -	
Total 33 · REVENUE FROM FEDERAL GOVERNMENT	693,342.61	78,777.11	365,000.00	(147,041.00)	\$ 217,959	-67.5%
35 · TRANSFER FROM GENERAL FUND						
	-	-	273,360.00	\$ (273,360.00)	\$ -	
TOTAL REVENUE	2,754,199.49	2,069,712.06	2,738,660.00	(402,765.92)	\$ 2,335,894	-17.2%
Gross Revenue	2,754,199.49	2,069,712.06	2,738,660.00	\$ (402,765.92)	\$ 2,335,894	-17.2%

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	2015 Actual	2016 Actual	2017 Budget	Difference	2018 Budget	Percentage Change
EXPENDITURES					\$ -	
01 - ADMINISTRATION					\$ -	
11100 - TOWN COUNCIL					\$ -	
Convention & Education	4,681.89	3,924.40	4,000.00	\$ -	\$ 4,000	0.0%
FICA/Medicare	1,383.51	1,822.62	2,000.00	\$ -	\$ 2,000	0.0%
Meals and Lodging	2,368.66	2,912.29	2,500.00	\$ -	\$ 2,500	0.0%
Mileage Allowance	543.85	699.09	750.00	\$ -	\$ 750	0.0%
Salaries & Wages - Regular	27,100.00	22,725.00	32,100.00	\$ -	\$ 32,100	0.0%
Town Elections	-	989.15	1,200.00	\$ -	\$ 1,200	0.0%
Unemployment Insurance	173.71	207.36	-	\$ -	\$ -	
Total 11100 - TOWN COUNCIL	36,251.62	33,279.91	42,550.00	-	\$ 42,550	0.0%
12110 - TOWN ADMINISTRATION					\$ -	
Salaries/Wages-Regular	190,033.56	264,147.31	260,500.00	\$ 88,500.00	\$ 349,000	25.4%
Salaries/Wages - Overtime	8,461.37	8,300.38	10,000.00	\$ (10,000.00)	\$ -	
Salaries/Wages - Part Time			-	\$ -	\$ -	
Sa Salaries/Wages - Part Time - Other	87,237.75	65,791.25	65,000.00	\$ (60,000.00)	\$ 5,000	-1200.0%
Total Salaries/Wages - Part Time	87,237.75	65,791.25	65,000.00	(60,000.00)	\$ 5,000	-1200.0%
FICA/Medicare	30,107.69	25,817.04	28,500.00	\$ -	\$ 28,500	0.0%
VRS	16,776.74	16,098.25	14,000.00	\$ 7,000.00	\$ 21,000	33.3%
Health Insurance	38,863.53	49,724.63	57,000.00	\$ 17,150.00	\$ 74,150	23.1%
Life Insurance	3,238.37	3,136.39	3,500.00	\$ -	\$ 3,500	0.0%
Disability Insurance	1,681.66	2,149.76	2,600.00	\$ -	\$ 2,600	0.0%
Unemployment Insurance	3,820.11	1,048.48	2,800.00	\$ -	\$ 2,800	0.0%
Worker's Compensation	360.68	543.55	400.00	\$ -	\$ 400	0.0%
Gen Property/Liability Ins.	8,478.00	10,689.00	16,000.00	\$ -	\$ 16,000	0.0%
Accounting Services						
Accounting Services - Other	10,884.87	10,217.65	8,000.00	\$ 3,000.00	\$ 11,000	27.3%
Total Accounting Services	10,884.87	10,217.65	8,000.00	3,000.00	\$ 11,000	27.3%
Cigarette Tax Administration	6,373.40	5,712.08	5,500.00	\$ -	\$ 5,500	0.0%
Printing & Binding	12,602.05	14,742.27	15,000.00	\$ -	\$ 15,000	0.0%
Advertising	10,262.20	10,649.00	12,000.00	\$ -	\$ 12,000	0.0%
Computer, Internet & Website Svc	20,951.02	18,819.88	15,000.00	\$ 15,000.00	\$ 30,000	50.0%
Postage	2,975.18	3,799.56	4,000.00	\$ -	\$ 4,000	0.0%
Telecommunications	7,341.39	6,179.54	6,000.00	\$ -	\$ 6,000	0.0%
Mileage Allowance	2,189.19	2,453.98	2,500.00	\$ -	\$ 2,500	0.0%
Meals & Lodging	4,209.81	3,432.94	4,000.00	\$ 2,000.00	\$ 6,000	33.3%
Convention & Education	2,854.00	12,797.30	10,000.00	\$ (2,000.00)	\$ 8,000	-25.0%
Miscellaneous	468.68	15.23	-	\$ -	\$ -	
Discretionary Fund		1,419.51	2,000.00	\$ 500.00	\$ 2,500	20.0%
Books, Dues & Subscriptions	4,014.56	6,030.45	15,000.00	\$ -	\$ 15,000	0.0%
Office Supplies	5,713.30	3,401.33	4,000.00	\$ -	\$ 4,000	0.0%
Capital Outlay-Machinery/Equip	18,888.51	9,997.00	-	\$ 7,000.00	\$ 7,000	
66900 - Reconciliation Discrepancies	317.75	0.03	-	\$ -	\$ -	

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	2015 Actual	2016 Actual	2017 Budget	Difference	2018 Budget	Percentage Change
Total 12110 - TOWN ADMINISTRATION	499,105.37	557,113.79	563,300.00	68,150.00	\$ 631,450	10.8%
12210 - LEGAL SERVICES					\$ -	
Legal Services	140,027.35	138,384.23	90,000.00		\$ 90,000	0.0%
Total 12210 - LEGAL SERVICES	140,027.35	138,384.23	90,000.00	-	\$ 90,000	0.0%
12240 - INDEPENDENT AUDITOR					\$ -	
Auditing Services	15,950.00	16,150.00	16,500.00		\$ 16,500	0.0%
Total 12240 - INDEPENDENT AUDITOR	15,950.00	16,150.00	16,500.00	-	\$ 16,500	0.0%
Total 01 - ADMINISTRATION		744,927.93	712,350.00	68,150.00	\$ 780,500	8.7%
03 - PUBLIC SAFETY					\$ -	
31100 - POLICE DEPARTMENT					\$ -	
Salaries & Wages - Regular	403,303.72	401,598.01	398,000.00	\$ (26,890.41)	\$ 371,110	-7.2%
Salaries & Wages - OT Regular	8,005.67	11,893.46	9,000.00	\$ -	\$ 9,000	0.0%
Salaries & Wages - OT Premium	-	-	4,100.00	\$ -	\$ 4,100	0.0%
Salaries & Wages - Holiday Pay	-	-	11,000.00	\$ -	\$ 11,000	0.0%
Salaries & Wages - Part Time	8,979.72	12,108.33	14,000.00	\$ -	\$ 14,000	0.0%
FICA/MEDICARE	23,230.42	32,180.87	34,000.00	\$ (2,875.81)	\$ 31,124	-9.2%
VRS	11,782.31	21,338.74	41,000.00	\$ (2,810.87)	\$ 38,189	-7.4%
Health Insurance	74,305.04	72,305.05	74,000.00	\$ (11,000.00)	\$ 63,000	-17.5%
Life Insurance	2,239.58	4,459.23	5,200.00	\$ (551.97)	\$ 4,648	-11.9%
Disability Insurance	2,170.06	2,235.29	2,300.00	\$ (436.44)	\$ 1,864	-23.4%
Unemployment Insurance	1,870.36	540.77	2,000.00	\$ (363.20)	\$ 1,637	-22.2%
Workers' Compensation Insurance	7,088.32	9,937.45	12,000.00	\$ (50.00)	\$ 11,950	-0.4%
Line of Duty Act Insurance	1,521.00	1,554.00	1,600.00	\$ (217.29)	\$ 1,383	-15.7%
Legal Services	17,257.11	14,306.77	12,000.00	\$ 3,000.00	\$ 15,000	20.0%
Repairs & Maintenance	10,251.24	7,642.60	-	\$ -	\$ -	
Advertising	-	-	100.00	\$ -	\$ 100	0.0%
Electrical Services	3,838.32	3,317.26	-	\$ -	\$ -	
Computer, Internet & Website	4,598.72	2,568.42	4,700.00	\$ -	\$ 4,700	0.0%
Postage	292.80	318.49	300.00	\$ -	\$ 300	0.0%
Telecommunications	7,670.94	14,688.36	17,000.00	\$ (1,800.00)	\$ 15,200	-11.8%
General Prop Ins (Vehicles)	7,636.00	9,648.00	5,000.00	\$ -	\$ 5,000	0.0%
Mileage Allowance	320.05	98.33	200.00	\$ -	\$ 200	0.0%
Meals and Lodging	85.32	203.53	500.00	\$ -	\$ 500	0.0%
Convention & Education	375.00	2,537.00	3,500.00	\$ (1,400.00)	\$ 2,100	-66.7%
Misc - Discretionary Fund	2,635.62	881.82	500.00	\$ -	\$ 500	0.0%
Books Dues & Subscriptions	5,816.90	3,117.68	6,800.00	\$ -	\$ 6,800	0.0%
Office Supplies	3,833.23	2,650.03	3,100.00	\$ -	\$ 3,100	0.0%
Vehicle Fuels	14,755.99	14,377.44	16,000.00	\$ -	\$ 16,000	0.0%
Vehicle Maintenance/Supplies	24,701.66	19,235.33	15,000.00	\$ -	\$ 15,000	0.0%
Uniforms & Police Supplies	11,993.68	7,824.82	12,000.00	\$ 1,400.00	\$ 13,400	10.4%
Community Events	-	-	1,000.00	\$ -	\$ 1,000	0.0%
Mobile Data Computer Netwk Svc	-	-	10,000.00	\$ -	\$ 10,000	0.0%
Capital Outlay-Machinery/Equip	13,793.88	58,076.00	-	\$ 31,520.00	\$ 31,520	
Total 31100 - POLICE DEPARTMENT	674,352.66	731,643.08	715,900.00	(12,475.99)	\$ 703,424	-1.8%

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	2015 Actual	2016 Actual	2017 Budget	Difference	2018 Budget	Percentage Change
32100 · FIRE & RESCUE					\$ -	
Contributions to other Govt Ent	-	38,801.46	10,000.00		\$ 10,000	0.0%
Total 32100 · FIRE & RESCUE	-	38,801.46	10,000.00		\$ 10,000	0.0%
34100 · BUILDING OFFICIAL	68,507.50	64,577.50	50,000.00	\$ 15,000.00	\$ 65,000	23.1%
Total 03 · PUBLIC SAFETY	742,860.16	835,022.04	775,900.00	2,524.01	\$ 778,424	0.3%
04 · PUBLIC WORKS					\$ -	
43200 · REFUSE COLLECTION					\$ -	
Trash Removal Contract	75,443.76	78,144.68	85,000.00	\$ (7,000.00)	\$ 78,000	-9.0%
Total 43200 · REFUSE COLLECTION	75,443.76	78,144.68	85,000.00	(7,000.00)	\$ 78,000	-9.0%
RENTAL PROPERTY - 14740 Wash St					\$ -	
Repairs/Maintenance Services	3,145.00	-	-		\$ -	
Total RENTAL PROPERTY - 14740 Wash St	3,145.00	-	-	-	\$ -	
43100 · MAINT OF 15000 Wash St./Grounds					\$ -	
Repairs/Maintenance Services	55,593.83	54,544.94	55,000.00		\$ 55,000	0.0%
Maint Svc Contract-Pest Control	1,790.00	2,100.00	2,000.00		\$ 2,000	0.0%
Maint Svc Contract-Landscaping	33,070.75	32,841.48	30,000.00	\$ 5,000.00	\$ 35,000	14.3%
Maint Svc Contract Snow Removal	9,340.50	23,917.50	4,000.00	\$ 3,000.00	\$ 7,000	42.9%
Maint Svc Cont- Street Cleaning	16,217.21	11,161.50	10,000.00		\$ 10,000	0.0%
Maint Svc Contract - Public Wks	19,836.44	-	-	\$ 15,000.00	\$ 15,000	100.0%
Electric/Gas Services	3,042.52	12,784.17	15,000.00		\$ 15,000	0.0%
Electrical Services-Streetlight	3,489.36	5,424.48	5,500.00		\$ 5,500	0.0%
Water & Sewer Services	232.24	1,191.55	2,000.00		\$ 2,000	0.0%
Janitorial Supplies	850.35	963.41	1,000.00		\$ 1,000	0.0%
Real Estate Taxes		2,274.40	2,500.00		\$ 2,500	0.0%
General Property Insurance	2,800.00	-	-		\$ -	
Capital Outlay-Machinery/Equip	-	28,854.00	-		\$ -	
Total 43100 · MAINT OF 15000 Wash St./Grounds	146,263.20	176,057.43	127,000.00	23,000.00	\$ 150,000	15.3%
43201 · RENTAL PROPERTY - SUITE 110					\$ -	
Electrical Services	3,042.44	-	-		\$ -	
Real Property Taxes	314.80	-	-		\$ -	
Repairs/Maintenance Services	136.00	-	-		\$ -	
Water and Sewer Services	232.22	-	-		\$ -	
Total 43201 · RENTAL PROPERTY - SUITE 110	3,725.46	-	-		\$ -	
43202 · RENTAL PROPERTY - SUITE 200					\$ -	
Electrical Services	3,042.46	-	-		\$ -	
Water and Sewer Services	232.19	-	-		\$ -	
Total 43202 · RENTAL PROPERTY - SUITE 200	3,274.65	-	-		\$ -	
43203 · RENTAL PROPERTY - SUITE 204					\$ -	
Electrical Services	3,042.39	-	-		\$ -	
Water and Sewer Services	232.15	-	-		\$ -	
Total 43203 · RENTAL PROPERTY - SUITE 204	3,274.54	-	-		\$ -	
43204 · RENTAL PROPERTY - 15020 WASH ST					\$ -	
Real Property Taxes	111.13	-	-		\$ -	
Total 43204 · RENTAL PROPERTY - 15020 WASH ST	111.13	-	-		\$ -	
43205 · RENTAL PROPERTY-HULFISH HOUSE					\$ -	
Real Property Taxes	452.73	-	-		\$ -	
Repairs/Maintenance Services	1,086.50	-	-		\$ -	
Utilities	164.70	-	-		\$ -	
Total 43205 · RENTAL PROPERTY-HULFISH HOUSE	1,703.93	-	-		\$ -	

Attachment: Council Work session Budget packet 4-3-17 (3108 : FY2017/2018 Draft Budget Discussion)

	2015 Actual	2016 Actual	2017 Budget	Difference	2018 Budget	Percentage Change
43206 · 14710 WASHINGTON STREET					\$ -	
Electrical Services	376.89	-	-		\$ -	
Gas Services	1,253.68	-	-		\$ -	
Repairs/Maintenance Services	122.25	-	-		\$ -	
Total 43206 · 14710 WASHINGTON STREET	1,752.82	-	-		\$ -	
Total 04 · PUBLIC WORKS	238,694.49	254,202.11	212,000.00	16,000.00	\$ 228,000	7.0%
05 · HEALTH AND WELFARE					\$ -	
Tax Relief for the Elderly	10,163.96	-	-		\$ -	
Total 05 · HEALTH AND WELFARE	10,163.96	-	-	-	\$ -	
07 · PARKS, REC & CULTURAL					\$ -	
71110 · EVENTS					\$ -	
Salaries & Wages					\$ -	
Contractual Services	13,760.07	50,548.50	65,000.00		\$ 65,000	0.0%
71110 · EVENTS - Other					\$ -	
Total 71110 · EVENTS	13,760.07	50,548.50	65,000.00	-	\$ 65,000	0.0%
72200 · MUSEUM						
Salaries & Wages - Part Time	18,730.58	-	-	\$ -	\$ -	
FICA/Medicare	1,028.75	-	-	\$ -	\$ -	
VRS	739.20	-	-	\$ -	\$ -	
Health Insurance	2,359.36	-	-	\$ -	\$ -	
Life Insurance	90.75	-	-	\$ -	\$ -	
Disability Insurance	169.40	-	-	\$ -	\$ -	
Unemployment Insurance	175.60	781.00	750.00	\$ -	\$ 750	0.0%
Advertising	2,194.50	-	-	\$ -	\$ -	
Repairs & Maintenance Services	6,442.25	-	-	\$ -	\$ -	
Telecommunications	2,026.66	2,097.20	2,200.00	\$ -	\$ 2,200	0.0%
Convention & Education	131.23	-	500.00	\$ (500.00)	\$ -	
Mileage Allowance	221.24	169.65	200.00	\$ -	\$ 200	0.0%
Books, Dues & Subscriptions	691.66	-	250.00	\$ -	\$ 250	0.0%
Office Supplies	676.80	271.79	250.00	\$ -	\$ 250	0.0%
Electrical Services	591.52			\$ -	\$ -	
Heating Services	1,234.00			\$ -	\$ -	
Water & Sewer Services	679.83			\$ -	\$ -	
Exhibits & Programs	1,666.00	1,502.97	1,500.00	\$ -	\$ 1,500	0.0%
Capital Outlay-Furn/Fixtures	9,955.00			\$ -	\$ -	
72200 · MUSEUM - Other	295.46			\$ -	\$ -	
Total 72200 · MUSEUM	50,099.79	4,822.61	5,650.00	\$ (500.00)	\$ 5,150	-9.7%
Total 07 · PARKS, REC & CULTURAL	63,859.86	55,371.11	70,650.00	(500.00)	\$ 70,150	-0.7%

Attachment: Council Work session Budget packet 4-3-17 (3108 : FY2017/2018 Draft Budget Discussion)

	2015 Actual	2016 Actual	2017 Budget	Difference	2018 Budget	Percentage Change
08 - COMMUNITY DEVELOPMENT					\$ -	
81100 - PLANNING COMMISSION					\$ -	
Salaries & Wages - Regular	5,750.30	4,838.20	5,000.00		\$ 5,000	0.0%
FICA/Medicare	326.17	224.91	500.00		\$ 500	0.0%
Planning & Eng. Consultants	43,052.00	51,093.00	50,000.00	\$ 60,000.00	\$ 110,000	54.5%
Mileage Allowance	436.69	486.45	500.00		\$ 500	0.0%
Meals & Lodging	804.83	258.31	750.00		\$ 750	0.0%
Convention/Education	1,500.00	1,692.48	2,000.00		\$ 2,000	0.0%
Total 81100 - PLANNING COMMISSION	51,869.99	58,593.35	58,750.00	60,000.00	\$ 118,750	50.5%
81110 - ARCHITECTURAL REVIEW BOARD					\$ -	
Salaries & Wages - Regular	3,090.00	3,445.00	4,000.00		\$ 4,000	0.0%
FICA/Medicare	109.01	150.32	850.00		\$ 850	0.0%
Mileage Allowance	-	-	200.00		\$ 200	0.0%
Meals & Lodging	-	-	300.00		\$ 300	0.0%
Convention & Education	60.00	-	500.00		\$ 500	0.0%
Total 81110 - ARCHITECTURAL REVIEW BOARD	3,259.01	3,595.32	5,850.00		\$ 5,850	0.0%
81120 - BOARD OF ZONING APPEALS					\$ -	
Salaries & Wages - Regular	-	-	-	\$ 1,575.00	\$ 1,575	100.0%
FICA/Medicare	-	-	-	\$ 98.00	\$ 98	100.0%
Mileage Allowance	-	-	-		\$ -	
Meals & Lodging	-	-	-		\$ -	
Convention & Education	-	-	-	\$ 500.00	\$ 500	100.0%
Total 81120 - BOARD OF ZONING APPEALS	-	-	-	\$ 2,173.00	\$ 2,173	100.0%
Total 08 - COMMUNITY DEVELOPMENT	55,129.00	62,188.67	64,600.00	62,173.00	\$ 126,773	49.0%

Attachment: Council Work session Budget packet 4-3-17 (3108 : FY2017/2018 Draft Budget Discussion)

	2015 Actual	2016 Actual	2017 Budget	Difference	2018 Budget	Percentage Change
09 · NON-DEPARTMENTAL					\$ -	
95100 · DEBT SERVICE					\$ -	
General Obligation Bond	192,119.63	189,065.02	186,440.00	\$ 45,000.00	\$ 231,440	19.4%
Total 95100 · DEBT SERVICE	192,119.63	189,065.02	186,440.00	45,000.00	\$ 231,440	19.4%
Total 09 · NON-DEPARTMENTAL	192,119.63	189,065.02	186,440.00	45,000.00	\$ 231,440	19.4%
94100 · WASH ST. ENHANCEMENT PROJECT				\$ -	\$ -	
Maintenance/Beautification				\$ -	\$ -	
Street Scape Construction				\$ -	\$ -	
Total 94100 · WASH ST. ENHANCEMENT PROJECT				\$ -	\$ -	
Mz Maintenance/Beautification	1,545.00	4,057.64		\$ -	\$ -	
Street Scape Construction	765,534.51	207,922.84		\$ -	\$ -	
Total 94100 · WASH ST. ENHANCEMENT PROJECT	767,079.51	211,980.48		\$ -	\$ -	
94101 · CABOOSE ENHANCEMENT PROJECT				\$ -	\$ -	
Construction	2,920.48	24,684.50		\$ -	\$ -	
94101 · CABOOSE ENHANCEMENT PROJECT - Other			15,000.00	\$ (4,000.00)	\$ 11,000	-36.4%
Total 94101 · CABOOSE ENHANCEMENT PROJECT	2,920.48	24,684.50	15,000.00	(4,000.00)	\$ 11,000	-36.4%
94102 · HARROVER MASTER PLAN				\$ -	\$ -	
Drafting of Plan	10,462.50			\$ -	\$ -	
Architecture/Engineering Fees		7,912.50		\$ -	\$ -	
Construction		30,080.51		\$ -	\$ -	
94102 · HARROVER MASTER PLAN - Other			150,000.00	\$ (150,000.00)	\$ -	
Total 94102 · HARROVER MASTER PLAN	10,462.50	37,993.01	150,000.00	(150,000.00)	\$ -	
94103 · PEDESTRIAN IMPROVEMENT PROJECT				\$ -	\$ -	
Architectural/Engineering Fees	47,527.00	58,270.00		\$ -	\$ -	
94103 · PEDESTRIAN IMPROVEMENT PROJECT - Other	14,873.00		350,000.00	\$ (83,000.00)	\$ 267,000	-31.1%
Total 94103 · PEDESTRIAN IMPROVEMENT PROJECT	62,400.00	58,270.00	350,000.00	(83,000.00)	\$ 267,000	-31.1%
94105 · PERSONNEL				\$ -	\$ -	
EMPLOYEE BENEFITS				\$ -	\$ -	
6560 · Payroll Processing Fees				\$ -	\$ -	
Total EMPLOYEE BENEFITS	-	-	-	-	\$ -	
Total 94105 · PERSONNEL	-	-	-	-	\$ -	
94106 · TOWN CENTER MASTER PLAN				\$ -	\$ -	
Architectural/Engineering Fees	24,362.51	94,970.90		\$ -	\$ -	
Construction		284,388.86		\$ -	\$ -	
94106 · TOWN CENTER MASTER PLAN - Other			123,360.00	\$ (123,360.00)	\$ -	
Total 94106 · TOWN CENTER MASTER PLAN	24,362.51	379,359.76	123,360.00	(123,360.00)	\$ -	
9610 · General Reserve			30,000.00	\$ (30,000.00)	\$ -	
94201 · Transfer to Capital Imp. Proj.			273,360.00	\$ (273,360.00)	\$ -	
Total 09 NON-DEPARTMENTAL					\$ 598,440	
TOTAL EXPENSES	2,861,386.44	2,853,064.63	2,963,660.00	(470,372.99)	\$ 2,493,287	-18.9%

Attachment: Council Work session Budget packet 4-3-17 (3108 : FY2017/2018 Draft Budget Discussion)

	2015 Actual	2016 Actual	2017 Budget	Difference	2018 Budget	Percentage Change
Net Ordinary Income	(107,186.95)	(783,352.57)	(225,000.00)	\$ (303,360.00)	\$ (528,360)	57.4%
Other Income/Expense					\$ -	
Other Income					\$ -	
99000 - Use of Carry-over surplus		-	225,000.00	\$ (225,000.00)	\$ -	
Total Other Income		-	225,000.00	\$ (225,000.00)	\$ -	
Net Other Income		-	225,000.00	\$ (225,000.00)	\$ -	
NET REVENUE/DEFICIT	(107,186.95)	(783,352.57)	-	(528,360.00)	\$ (157,393)	

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