



TOWN OF HAYMARKET TOWN COUNCIL

WORK SESSION ~ AGENDA ~

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

15000 Washington St
Haymarket, VA 20169

Monday, March 27, 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: March 27, 2017
SUBJECT: Draft FY2017-2018 Budget Presentation

In preparation for the first budget work session on the FY2018 budget for the Town of Haymarket, you will find attached the draft FY2018 budget and capital plan to review in advance. In addition is a spreadsheet outlining a few options to address the 9.2% health insurance premium increase to begin July 1, 2017.

I am preparing a brief presentation outlining the revenues and expenditures predicted for 2018 and a very conservative capital improvement plan all in an effort to eliminate the dependence of reserve funds for operating expenses. Also, you will see an 18-20% decrease in revenues and spending over last year, due mostly to not proposing a transfer of reserve funds into the operating budget or the capital improvement program. It also includes reorganizing personnel, and negotiating a lower contract for our trash service while allocating resources for the debt service to bond to complete the Town Center project in FY2018. This presentation will be uploaded to our website when finished.

This proposal results in a deficit of approximately \$135,000 while eliminating over \$500,000 of reserve funds in the operating budget. We will discuss several scenarios to address this deficit to begin the discussion. Additional work session meetings and the proposed public hearing schedule will be confirmed.

Attachment: Council Work session Budget packet 3-27-17 (3107 : 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	\$ 298,000.00	2.0%
Public Service Corp RE Tax				\$ -	\$ -	0.0%
Public Service Corp RE Tax - Other	8,341.62	10,080.19	10,000.00	\$ -	\$ 10,000.00	0.0%
Total Public Service Corp RE Tax	8,341.62	10,080.19	10,000.00	-	10,000.00	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	308,000.00	1.9%
3120 · OTHER LOCAL TAXES						
Bank Stock Tax	57,547.00	39,338.75	50,000.00	\$ (22,000.00)	\$ 28,000.00	-78.6%
Business License Tax	174,497.42	175,320.47	175,000.00	\$ 5,000.00	\$ 180,000.00	2.8%
Cigarette Tax	250,634.54	213,739.50	220,000.00	\$ (30,000.00)	\$ 190,000.00	-15.8%
Consumer Utility Tax	128,330.44	140,467.36	130,000.00		\$ 130,000.00	0.0%
Meals Tax - Current	476,319.69	457,125.14	550,000.00	\$ 50,000.00	\$ 600,000.00	8.3%
Sales Tax Receipts	149,903.94	152,690.60	150,000.00		\$ 150,000.00	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	1,278,000.00	0.2%
3130 · PERMITS,FEES & LICENESES					\$ -	
Application Fees	2,300.00	2,625.00	1,200.00	\$ 1,500.00	\$ 2,700.00	55.6%
Inspection Fees	12,630.00	13,380.00	15,000.00	\$ -	\$ 15,000.00	0.0%
Motor Vehicle Licenses	1,955.00	2,183.00	1,900.00	\$ -	\$ 1,900.00	0.0%
Occupancy Permits	200.00	550.00	600.00	\$ -	\$ 600.00	0.0%
Other Planning & Permits	42,778.16	25,964.70	30,000.00	\$ 40,000.00	\$ 70,000.00	57.1%
Total 3130 · PERMITS,FEES & LICENESES	59,863.16	44,702.70	48,700.00	41,500.00	90,200.00	46.0%
3140 · FINES & FORFEITURES					\$ -	
Fines	50,799.05	61,961.33	50,000.00	\$ -	\$ 50,000.00	0.0%
Total 3140 · FINES & FORFEITURES	50,799.05	61,961.33	50,000.00	\$ -	\$ 50,000.00	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	\$ -	\$ 10,000.00	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	\$ -	\$ 10,000.00	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)	131,335.08	-44.1%

	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	\$ 65,000.00	38.5%
Total 3165 · REVENUE - TOWN EVENTS	6,925.00	28,033.17	40,000.00	25,000.00	65,000.00	38.5%
3180 · MISCELLANEOUS						
Citations & Accident Reports	2,185.00	2,610.00	1,900.00	\$ -	\$ 1,900.00	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	-	1,900.00	0.0%
32 · REVENUE FROM COMMONWEALTH						
599 Law Enforcement Grant	28,368.00	28,368.00	28,000.00	\$ -	\$ 28,000.00	0.0%
AG - Asset Forfeiture Grant	1,500.75	-	-	\$ -	\$ -	
Car Rental Reimbursement	4,728.15	4,988.55	5,500.00	\$ -	\$ 5,500.00	0.0%
Communications Tax	126,113.78	121,902.18	120,000.00	\$ -	\$ 120,000.00	0.0%
Department of Fire Programs	10,000.00	10,000.00	10,000.00	\$ -	\$ 10,000.00	0.0%
Other	-	549.23	-	\$ -	\$ -	
Personal Property Tax Reimburse	18,626.97	18,626.97	18,500.00	\$ -	\$ 18,500.00	0.0%
Railroad Rolling Stock	1,473.26	1,514.70	1,500.00	\$ -	\$ 1,500.00	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	-	183,500.00	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	-	\$ -	\$ -	
PEDESTRIAN IMPROVEMENT GRANT	62,300.00	58,270.00	365,000.00	\$ (156,400.00)	\$ 208,600.00	
SAFETY LU/MAP 21 GRANT	615,075.22	-	-	\$ -	\$ -	
33 · REVENUE FROM FEDERAL GOVERNMENT - Oth	-	-	-	\$ -	\$ -	-75.0%
Total 33 · REVENUE FROM FEDERAL GOVERNMENT	693,342.61	78,777.11	365,000.00	(156,400.00)	208,600.00	-75.0%
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	(412,124.92)	2,326,535.08	-17.7%
Gross Revenue	2,754,199.49	2,069,712.06	2,738,660.00	\$ (412,124.92)	\$ 2,326,535.08	-17.7%

	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	\$ -	\$ 4,000.00	0.0%
FICA/Medicare	1,383.51	1,822.62	2,000.00	\$ -	\$ 2,000.00	0.0%
Meals and Lodging	2,368.66	2,912.29	2,500.00	\$ -	\$ 2,500.00	0.0%
Mileage Allowance	543.85	699.09	750.00		\$ 750.00	0.0%
Salaries & Wages - Regular	27,100.00	22,725.00	32,100.00	\$ -	\$ 32,100.00	0.0%
Town Elections	-	989.15	1,200.00		\$ 1,200.00	0.0%
Unemployment Insurance	173.71	207.36	-		\$ -	
Total 11100 · TOWN COUNCIL	36,251.62	33,279.91	42,550.00	-	42,550.00	0.0%
12110 · TOWN ADMINISTRATION					\$ -	
Salaries/Wages-Regular	190,033.56	264,147.31	260,500.00	\$ 88,500.00	\$ 349,000.00	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)	\$ 5,000.00	-1200.0%
Total Salaries/Wages - Part Time	87,237.75	65,791.25	65,000.00	(60,000.00)	5,000.00	-1200.0%
FICA/Medicare	30,107.69	25,817.04	28,500.00	\$ -	\$ 28,500.00	0.0%
VRS	16,776.74	16,098.25	14,000.00	\$ 7,000.00	\$ 21,000.00	33.3%
Health Insurance	38,863.53	49,724.63	57,000.00	\$ 10,374.44	\$ 67,374.44	15.4%
Life Insurance	3,238.37	3,136.39	3,500.00	\$ -	\$ 3,500.00	0.0%
Disability Insurance	1,681.66	2,149.76	2,600.00	\$ -	\$ 2,600.00	0.0%
Unemployment Insurance	3,820.11	1,048.48	2,800.00	\$ -	\$ 2,800.00	0.0%
Worker's Compensation	360.68	543.55	400.00	\$ -	\$ 400.00	0.0%
Gen Property/Liability Ins.	8,478.00	10,689.00	16,000.00	\$ -	\$ 16,000.00	0.0%
Accounting Services						
Accounting Services - Other	10,884.87	10,217.65	8,000.00	\$ 3,000.00	\$ 11,000.00	27.3%
Total Accounting Services	10,884.87	10,217.65	8,000.00	3,000.00	11,000.00	27.3%
Cigarette Tax Administration	6,373.40	5,712.08	5,500.00		\$ 5,500.00	0.0%
Printing & Binding	12,602.05	14,742.27	15,000.00		\$ 15,000.00	0.0%
Advertising	10,262.20	10,649.00	12,000.00		\$ 12,000.00	0.0%
Computer, Internet & Website Svc	20,951.02	18,819.88	15,000.00	\$ 15,000.00	\$ 30,000.00	50.0%
Postage	2,975.18	3,799.56	4,000.00		\$ 4,000.00	0.0%
Telecommunications	7,341.39	6,179.54	6,000.00		\$ 6,000.00	0.0%
Mileage Allowance	2,189.19	2,453.98	2,500.00		\$ 2,500.00	0.0%
Meals & Lodging	4,209.81	3,432.94	4,000.00	\$ 2,000.00	\$ 6,000.00	33.3%
Convention & Education	2,854.00	12,797.30	10,000.00	\$ (2,000.00)	\$ 8,000.00	-25.0%
Miscellaneous	468.68	15.23			\$ -	
Discretionary Fund		1,419.51	2,000.00	\$ 500.00	\$ 2,500.00	20.0%
Books, Dues & Subscriptions	4,014.56	6,030.45	15,000.00		\$ 15,000.00	0.0%
Office Supplies	5,713.30	3,401.33	4,000.00		\$ 4,000.00	0.0%
Capital Outlay-Machinery/Equip	18,888.51	9,997.00		\$ 7,000.00	\$ 7,000.00	
66900 · Reconciliation Discrepancies	317.75	0.03	-		\$ -	

	2015 Actual	2016 Actual	2017 Budget	Difference	2018 Budget	Percentage Change
Total 12110 · TOWN ADMINISTRATION	499,105.37	557,113.79	563,300.00	61,374.44	624,674.44	9.8%
12210 · LEGAL SERVICES					\$ -	
Legal Services	140,027.35	138,384.23	90,000.00		\$ 90,000.00	0.0%
Total 12210 · LEGAL SERVICES	140,027.35	138,384.23	90,000.00	-	90,000.00	0.0%
12240 · INDEPENDENT AUDITOR					\$ -	
Auditing Services	15,950.00	16,150.00	16,500.00		\$ 16,500.00	0.0%
Total 12240 · INDEPENDENT AUDITOR	15,950.00	16,150.00	16,500.00	-	16,500.00	0.0%
Total 01 · ADMINISTRATION		744,927.93	712,350.00	61,374.44	773,724.44	7.9%
03 · PUBLIC SAFETY					\$ -	
31100 · POLICE DEPARTMENT					\$ -	
Salaries & Wages - Regular	403,303.72	401,598.01	398,000.00	\$ (26,890.41)	\$ 371,109.59	-7.2%
Salaries & Wages - OT Regular	8,005.67	11,893.46	9,000.00	\$ -	\$ 9,000.00	0.0%
Salaries & Wages - OT Premium	-	-	4,100.00	\$ -	\$ 4,100.00	0.0%
Salaries & Wages - Holiday Pay	-	-	11,000.00	\$ -	\$ 11,000.00	0.0%
Salaries & Wages - Part Time	8,979.72	12,108.33	14,000.00	\$ -	\$ 14,000.00	0.0%
FICA/MEDICARE	23,230.42	32,180.87	34,000.00	\$ (2,875.81)	\$ 31,124.19	-9.2%
VRS	11,782.31	21,338.74	41,000.00	\$ (2,810.87)	\$ 38,189.13	-7.4%
Health Insurance	74,305.04	72,305.05	74,000.00	\$ (10,761.14)	\$ 63,238.86	-17.0%
Life Insurance	2,239.58	4,459.23	5,200.00	\$ (551.97)	\$ 4,648.03	-11.9%
Disability Insurance	2,170.06	2,235.29	2,300.00	\$ (436.44)	\$ 1,863.56	-23.4%
Unemployment Insurance	1,870.36	540.77	2,000.00	\$ (363.20)	\$ 1,636.80	-22.2%
Workers' Compensation Insurance	7,088.32	9,937.45	12,000.00	\$ (50.00)	\$ 11,950.00	-0.4%
Line of Duty Act Insurance	1,521.00	1,554.00	1,600.00	\$ (217.29)	\$ 1,382.71	-15.7%
Legal Services	17,257.11	14,306.77	12,000.00	\$ 3,000.00	\$ 15,000.00	20.0%
Repairs & Maintenance	10,251.24	7,642.60	-		\$ -	
Advertising	-	-	100.00	\$ -	\$ 100.00	0.0%
Electrical Services	3,838.32	3,317.26			\$ -	
Computer, Internet & Website	4,598.72	2,568.42	4,700.00	\$ -	\$ 4,700.00	0.0%
Postage	292.80	318.49	300.00	\$ -	\$ 300.00	0.0%
Telecommunications	7,670.94	14,688.36	17,000.00	\$ (1,800.00)	\$ 15,200.00	-11.8%
General Prop Ins (Vehicles)	7,636.00	9,648.00	5,000.00	\$ -	\$ 5,000.00	0.0%
Mileage Allowance	320.05	98.33	200.00	\$ -	\$ 200.00	0.0%
Meals and Lodging	85.32	203.53	500.00	\$ -	\$ 500.00	0.0%
Convention & Education	375.00	2,537.00	3,500.00	\$ (1,400.00)	\$ 2,100.00	-66.7%
Misc - Discretionary Fund	2,635.62	881.82	500.00	\$ -	\$ 500.00	0.0%
Books Dues & Subscriptions	5,816.90	3,117.68	6,800.00	\$ -	\$ 6,800.00	0.0%
Office Supplies	3,833.23	2,650.03	3,100.00	\$ -	\$ 3,100.00	0.0%
Vehicle Fuels	14,755.99	14,377.44	16,000.00	\$ -	\$ 16,000.00	0.0%
Vehicle Maintenance/Supplies	24,701.66	19,235.33	15,000.00	\$ -	\$ 15,000.00	0.0%
Uniforms & Police Supplies	11,993.68	7,824.82	12,000.00	\$ 1,400.00	\$ 13,400.00	10.4%
Community Events	-	-	1,000.00	\$ -	\$ 1,000.00	0.0%
Mobile Data Computer Netwk Svc	-	-	10,000.00	\$ -	\$ 10,000.00	0.0%
Capital Outlay-Machinery/Equip	13,793.88	58,076.00	-	\$ 31,520.00	\$ 31,520.00	
Total 31100 · POLICE DEPARTMENT	674,352.66	731,643.08	715,900.00	(12,237.13)	703,662.87	-1.7%

	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		\$ 10,000.00	0.0%
Total 32100 · FIRE & RESCUE	-	38,801.46	10,000.00		\$ 10,000.00	0.0%
34100 · BUILDING OFFICIAL	68,507.50	64,577.50	50,000.00	\$ 15,000.00	\$ 65,000.00	23.1%
Total 03 · PUBLIC SAFETY	742,860.16	835,022.04	775,900.00	2,762.87	778,662.87	0.4%
04 · PUBLIC WORKS					\$ -	
43200 · REFUSE COLLECTION					\$ -	
Trash Removal Contract	75,443.76	78,144.68	85,000.00	\$ (7,000.00)	\$ 78,000.00	-9.0%
Total 43200 · REFUSE COLLECTION	75,443.76	78,144.68	85,000.00	(7,000.00)	78,000.00	-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		\$ 55,000.00	0.0%
Maint Svc Contract-Pest Control	1,790.00	2,100.00	2,000.00		\$ 2,000.00	0.0%
Maint Svc Contract-Landscaping	33,070.75	32,841.48	30,000.00	\$ 5,000.00	\$ 35,000.00	14.3%
Maint Svc Contract Snow Removal	9,340.50	23,917.50	4,000.00	\$ 3,000.00	\$ 7,000.00	42.9%
Maint Svc Cont- Street Cleaning	16,217.21	11,161.50	10,000.00		\$ 10,000.00	0.0%
Maint Svc Contract - Public Wks	19,836.44	-	-		\$ -	
Electric/Gas Services	3,042.52	12,784.17	15,000.00		\$ 15,000.00	0.0%
Electrical Services-Streetlight	3,489.36	5,424.48	5,500.00		\$ 5,500.00	0.0%
Water & Sewer Services	232.24	1,191.55	2,000.00		\$ 2,000.00	0.0%
Janitorial Supplies	850.35	963.41	1,000.00		\$ 1,000.00	0.0%
Real Estate Taxes		2,274.40	2,500.00		\$ 2,500.00	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	8,000.00	135,000.00	5.9%
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	-	-		\$ -	

	2015 Actual	2016 Actual	2017 Budget	Difference	2018 Budget	Percentage Change
Total 43205 · RENTAL PROPERTY-HULFISH HOUSE	1,703.93	-	-		\$ -	
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	1,000.00	213,000.00	0.5%
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		\$ 65,000.00	0.0%
71110 · EVENTS - Other					\$ -	
Total 71110 · EVENTS	13,760.07	50,548.50	65,000.00	-	65,000.00	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	\$ -	\$ 750.00	0.0%
Advertising	2,194.50	-	-	\$ -	\$ -	
Repairs & Maintenance Services	6,442.25	-	-	\$ -	\$ -	
Telecommunications	2,026.66	2,097.20	2,200.00	\$ -	\$ 2,200.00	0.0%
Convention & Education	131.23	-	500.00	\$ (500.00)	\$ -	
Mileage Allowance	221.24	169.65	200.00	\$ -	\$ 200.00	0.0%
Books, Dues & Subscriptions	691.66	-	250.00	\$ -	\$ 250.00	0.0%
Office Supplies	676.80	271.79	250.00	\$ -	\$ 250.00	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	\$ -	\$ 1,500.00	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)	\$ 5,150.00	-9.7%
Total 07 · PARKS, REC & CULTURAL	63,859.86	55,371.11	70,650.00	(500.00)	70,150.00	-0.7%

08 · COMMUNITY DEVELOPMENT

81100 · PLANNING COMMISSION

Salaries & Wages - Regular
FICA/Medicare

Planning & Eng. Consultants
Mileage Allowance
Meals & Lodging
Convention/Education

Total 81100 · PLANNING COMMISSION

81110 · ARCHITECTURAL REVIEW BOARD

Salaries & Wages - Regular
FICA/Medicare
Mileage Allowance
Meals & Lodging
Convention & Education

Total 81110 · ARCHITECTURAL REVIEW BOARD

81120 · BOARD OF ZONING APPEALS

Salaries & Wages - Regular
FICA/Medicare
Mileage Allowance
Meals & Lodging
Convention & Education

Total 81120 · BOARD OF ZONING APPEALS

Total 08 · COMMUNITY DEVELOPMENT

2015 Actual	2016 Actual	2017 Budget	Difference	2018 Budget	Percentage Change
				\$ -	
				\$ -	
5,750.30	4,838.20	5,000.00		\$ 5,000.00	0.0%
326.17	224.91	500.00		\$ 500.00	0.0%
43,052.00	51,093.00	50,000.00	\$ 60,000.00	\$ 110,000.00	54.5%
436.69	486.45	500.00		\$ 500.00	0.0%
804.83	258.31	750.00		\$ 750.00	0.0%
1,500.00	1,692.48	2,000.00		\$ 2,000.00	0.0%
51,869.99	58,593.35	58,750.00	60,000.00	118,750.00	50.5%
				\$ -	
3,090.00	3,445.00	4,000.00		\$ 4,000.00	0.0%
109.01	150.32	850.00		\$ 850.00	0.0%
-	-	200.00		\$ 200.00	0.0%
	-	300.00		\$ 300.00	0.0%
60.00	-	500.00		\$ 500.00	0.0%
3,259.01	3,595.32	5,850.00		\$ 5,850.00	0.0%
				\$ -	
-	-	-	\$ 1,575.00	\$ 1,575.00	100.0%
-	-	-	\$ 98.00	\$ 98.00	100.0%
-	-	-		\$ -	
	-	-		\$ -	
	-	-	\$ 500.00	\$ 500.00	100.0%
-	-	-	\$ 2,173.00	\$ 2,173.00	100.0%
55,129.00	62,188.67	64,600.00	62,173.00	126,773.00	49.0%

	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	\$ 231,440.00	19.4%
Total 95100 · DEBT SERVICE	192,119.63	189,065.02	186,440.00	45,000.00	231,440.00	19.4%
Total 09 · NON-DEPARTMENTAL	192,119.63	189,065.02	186,440.00	45,000.00	231,440.00	19.4%
94100 · WASH ST. ENHANCEMENT PROJECT			-	\$ -	\$ -	
Maintenance/Beautification			-	\$ -	\$ -	
Street Scape Construction			-	\$ -	\$ -	
Total 94100 · WASH ST. ENHANCEMENT PROJECT			-	\$ -	\$ -	
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	\$ (15,000.00)	\$ -	0.0%
Total 94101 · CABOOSE ENHANCEMENT PROJECT	2,920.48	24,684.50	15,000.00	(15,000.00)	-	
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)	\$ 267,000.00	-31.1%
Total 94103 · PEDESTRIAN IMPROVEMENT PROJECT	62,400.00	58,270.00	350,000.00	(83,000.00)	267,000.00	-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	(502,909.69)	2,460,750.31	-20.4%

	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)	\$ (528,360.00)	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)	(134,215.23)	

Health Insurance Premiums FY2017-2018

Proposed FY2018: with Current plan

Employee	Total Prem	EE Portion	ER Cont	9.22% Increase		Contribution amounts	
				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	\$ 8,304.75	\$ 64,463.25
Administration	\$ 84,276.00	\$ 15,322.32	\$ 68,953.68	\$ 6,480.00	\$ 91,356.00	\$ 16,609.51	\$ 74,746.49
	\$ 170,688.00	\$ 26,814.06	\$ 143,873.94	\$ 12,120.00	\$ 164,124.00	\$ 24,914.27	\$ 139,209.73
	100%	20%	80%				

EE Portion Every payroll	ER Portion Every payroll	Total Cost Every Payroll
\$ 319.41	\$ 2,479.36	\$ 2,798.77
\$ 638.83	\$ 2,874.86	\$ 3,513.69

Definitions:

Employee: EE

Employer: ER (Town of Haymarket)

Single Coverage: EXAMPLE for one employee

	ER Contribution a year	EE Contribution a year	EE per Payroll
If Town continues to pick up single coverage:	\$ 7,740.00	\$ -	\$ -

Currently:

A Year

Town contributes:

Public Safety \$ 74,920.26
Administration \$ 68,953.68

\$ 143,873.94

Currently family employee deduction is \$ 147.33 per pay period

Two person deduction is \$101.63. per pay period

Proposed FY2018:

Public Safety \$ 64,463.25
Administration \$ 74,746.49

\$ 139,209.73

\$ 4,664.21

The amount the TOWN will save by one less FTE position and passing approximately \$25 a month more in premiums to employee with family coverage and Town continuing to pick up the single premium in full.

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 year	EE Contribution a 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
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\$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.

Proposed FY2018: with Singles contributing 20% of yearly Premium

Employee	Total Prem	EE Portion	ER Cont	9.22% Increase		Contribution amounts		EE Portion	ER Portion	Total Cost
				Increase Amount	Total Year Prem.	EE Portion	ER Cont	Every payroll	Every payroll	Every Payroll
Public Safety	\$ 86,412.00	\$ 11,491.74	\$ 74,920.26	\$ 5,640.00	\$ 72,768.00	\$ 14,454.66	\$ 58,313.34	\$ 555.93	\$ 2,242.82	\$ 2,798.75
Administration	\$ 84,276.00	\$ 15,322.32	\$ 68,953.68	\$ 7,080.00	\$ 91,356.00	\$ 18,146.99	\$ 73,209.01	\$ 697.96	\$ 2,815.73	\$ 3,513.69
	\$ 170,688.00	\$ 26,814.06	\$ 143,873.94	\$ 12,720.00	\$ 164,124.00	\$ 32,601.64	\$ 131,522.36	\$ 1,253.89	\$ 5,058.55	\$ 6,312.44
	100%	20%	80%							

Definitions:

Employee: EE

Employer: ER (Town of Haymarket)

Single Coverage: EXAMPLE for one employee

	ER Contribution a year	EE Contribution a year	EE per Payroll	
If Town has singles pick up EE Portion:	\$ 6,202.52	\$ 1,537.48	\$ 59.13	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	\$58,313.34
Administration	\$73,209.01

\$131,522.36

\$ 12,351.58

The amount the TOWN will save by one less FTE position and having the single employees pick up the 20% contribution for the yearly premium of health care, while the TOWN contributes the remaining 80% of the yearly premium and employee picks up increase to family contribution outlined in option 1.