



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

Memorandum

To: Honorable Mayor and Town Council
From: Roberto Gonzalez, Town Treasurer
Date: January 26, 2026
Re: Request to amend FY2026 Budget for Events

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 that exceeds one percent of the total expenditure 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 the requested amendment does not exceed that amount, a Public Hearing is not required. The Council may adopt the amendment at the February 02, 2026 Council meeting.

REQUESTED BUDGET AMENDMENT

1. Our Town Event Coordinator successfully met the adopted budget sponsorship goal and secured additional sponsorships beyond the original projections for Town events. This amendment recognizes the additional sponsorship revenue so the coordinator can continue executing the planned events using the extra funds collected during the current budget year.

<u>Line Item</u>	<u>Adopted 2025-26 Budget</u>	<u>Amended Budget</u>	<u>Change</u>
<u>REVENUE:</u>			
Sponsorships	\$ 20,000	\$ 29,525	\$ 9,525
<u>EXPENDITURE:</u>			
Contractual Services	\$ 64,150	\$ 68,675	\$ 4,525
Events – Other	\$ 35,900	\$ 40,900	\$ 5,000

Sample Motion

I move the Haymarket Town Council to approve an amendment to the Fiscal Year 2025 - 2026 budget as designated by Resolution #2026-002.

Or

Alternative Motion



RESOLUTION 2026-002

FISCAL YEAR 2025-2026 BUDGET AMENDMENT

WHEREAS, The Haymarket Town Council adopted the Fiscal Year 2026 Budget on June 02, 2025, and

WHEREAS, The proposed budget amendment will increase Events - Sponsorships revenue line-item by \$9,525; and

WHEREAS, The proposed budget amendment will increase Events – Contractual Services expenditure line-item by \$4,525; and

WHEREAS, The proposed budget amendment will increase Events - Other expenditure line-item by \$5,000; and

NOW THEREFORE, BE IT RESOLVED that the Haymarket Town Council amends the Fiscal Year 2025-2026 Budget as reflected below:

Budget Amendment for FY2025-2026 Budget

Operational Budget

	<u>Adopted 2025-26 Budget</u>	<u>Amended Budget</u>	<u>Change</u>
<u>REVENUE:</u>			
3165-00 Sponsorships	\$ 20,000	\$ 29,525	\$ 9,525
<u>EXPENDITURE:</u>			
7111003 Contractual Services	\$ 64,150	\$ 68,675	\$ 4,525
7111004 Events – Other	\$ 35,900	\$ 40,900	\$ 5,000

Done this 02nd Day of February 2026

Motion By:
Seconded By:

Ayes:
Nays:
Absent:

ATTEST: _____

Kimberly Henry, Clerk of Council