



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

## Memorandum

To: Haymarket Town Council  
From: Finance Liaisons  
Re: August 2024 Monthly Report

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The finance liaison oversight during the month of August focused on the following:

- Comply with internal control process to review and approve invoices/expenditures and check signing
- Review FY 2025 actuals vs. budget and discuss key areas of interest/concern
- Discussed FY 2024 unaudited actual vs. budget
- Discuss on an as needed basis:
  - **Credit Benchmarks and Debt Capacity Analysis**
  - Status of RFPs
  - Town Center site plan
  - Engineering/consultant support costs
  - Contracts, leases, agreements
  - Options for use of ARPA funds
  - Council concerns/recommendations raised during work sessions/submitted to staff

Other items/comments that impact finances:

- **Both Finance Liaisons (FL) met only once in early August due to scheduling conflicts and vacations.**
- **Vice Mayor met with staff at scheduled and posted meeting on 8/21/24 and discussed the following:**
  - Staff to consider including in reports bank accounts, e.g., CDs and other savings accounts
  - Discussed projections on legal services
  - PD message trailer being shipped from Fairfax PD

Additional items in discussion between your FLs:

- **Park sidewalk construction underway and will be part of ongoing FL discussions related to progress and impact to budget**
- **In response to agenda item request from Councilmember Schneider we can report that the FLs have not had the opportunity to discuss w/staff the current status and implications of the RFP on demolition of park building, as well as related meetings with potential contractors. We will discuss status and options at next week's meeting on September 4**

Respectfully,

TracyLynn Pater, Vice Mayor and Joe Pasanello, Council Member

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