



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

Memorandum

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

The finance liaison oversight during the month 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
- Discuss 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:

- As we bring 2024 to a close, as well as the end of this council's term on 12/31/2024, the Profit & Loss Statement (Income Statement) shows, to date, a positive net ordinary income of over \$200K
- The Balance Sheet (a snapshot in time of the town's overall financial position), where Assets = Liabilities and Equity, continues to be strong
- Per the schedule, staff processed the second payment to contractor for the park sidewalk construction
- ATM/Treasurer Gonzalez working with attorney to finalize the contract for demolition of the park building and complete a draft RFP for design/construction of the pavilion, with bathrooms
- HPD is currently in the planning and research phase for the potential deployment of License Plate Readers (LPRs) and video camera solutions (CONDOR) offered by Flock Safety. HPD will identify the costs (operating and capital) and benefits (preventing criminal activity, support of investigations, etc.) for council consideration. Chief Sibert is also keeping an eye on proposed legislation involving LPR units in Richmond and nationally.
- Fire and Rescue Proffers - Chief Sibert, ATM/Treasurer Gonzalez and Matt Burrows to meet with PWC Emergency Management to discuss the use of Fire and Rescue Proffer funds for the proposed comfort station at tower hall.
- Education Proffers – staff and FL's will be reaching out to School Board representatives, as well as our BOCS representative, to determine the best way(s) to leverage the funds to the benefit of town students and the schools our students attend
- Chief Sibert, pending direction from council, is looking to update the proposed security plan for the town hall and museum; funding need will be determined when the update is complete

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- Chief Sibert is placing the Ver-Mac message board on public surplus. While its condition is good, the message board is outdated, with no specific amount expected

Respectfully,

TracyLynn Pater, Vice Mayor and Joe Pasanello, Council Member