



TOWN COUNCIL – WORK SESSION MEETING

Monday, January 27, 2025 at 7:00 PM

Council Chambers – 15000 Washington St., STE 100 Haymarket, VA 20169

<http://www.townofhaymarket.org/>

DRAFT MINUTES

I. CALL TO ORDER

A Work Session of the Mayor and Town Council of the Town of Haymarket, VA was held this evening in the Council Chambers, commencing at 7 PM.

Mayor TracyLynn Pater called the meeting to order.

PRESENT

Mayor TracyLynn Pater
Vice Mayor Matthew Gallagher
Councilmember Alexander Beyene
Councilmember Ken Luersen
Councilmember Justin Baker

ABSENT

Councilmember Joe Pasanello
Councilmember Mary Ramirez

II. PLEDGE OF ALLEGIANCE

Mayor Pater asked everyone to stand for the Pledge of Allegiance.

III. AGENDA ITEMS

1. Monthly Financial Report

Town Treasurer Roberto Gonzalez provided a brief update on the monthly financial report. He stated that the report next week will reflect the Transient and Occupancy Tax revenue that came in after this report was printed. He opened the floor for any questions. With no questions on the report, Mr. Gonzalez shared an update on the progress with the financial analyst. He shared that for them to give the most accurate information, they are looking to get the most recent coffer reports. He stated that the auditors are just finishing up 2023 audit and that he will be giving the financial analyst. A short discussion followed on the subject.

2. Policies and Procedures Discussion

Vice Mayor Gallagher suggested that this item be deferred to a future meeting since there was not a full Council present at this evening's meeting. The Town Council agreed to defer this subject to the February 24th Work Session.

3. Schedule A Public Hearing Date for SUP #2024-002

Town Clerk Kim Henry shared that the Planning Commission had this item on the agenda at their last meeting. She stated that they held a public hearing and has made a recommendation to the Town Council. Ms. Henry stated that the staff would like a directive to proceed with public notice so that a public hearing can be held on March 3rd. After a short discussion, the Town Council gave the directive to proceed with the public notice.

4. Park House Demolition Update

Acting Town Manager Roberto Gonzalez shared that staff has been trying to get the project started. He shared that the contractor has filed for the permits with the County. Mr. Gonzalez shared that the County stated that the town needed to get the utilities shut off at the property, which the staff did. He continued to state that the contractor was told that he needed to contact Prince William Water Authority (PWWA). The Water Authority stated that due to the close proximity to the data centers, their process has changed. Mr. Gonzalez shared that the RFP was drafted with the intentions to reuse the utility lines, cap them off, move them and reuse them at a later date. He stated that PWWA is telling the Town that abandoned lines are not allowed and that they need to be capped off at the main. He shared that this has delayed both the sidewalk project and the demolition of the park house project. He stated after meeting with the paving company, the decision was made to hold off on finishing the paving until the staff can proceed to get the lines capped off. He shared that this would require a change order in the cost of the demo. After his update, Mayor Pater opened the floor for discussion. There was a discussion regarding PWWA's policies and where the Town constraints are under their policies. Mr. Gonzalez shared that if PWWA does not give their blessings and agree to what the Town would do, then the Town would not be able to do the work. He shared that the County will not release the demo permit until PWWA signs off on it. A discussion continued on the subject. A question was raised if the Town could make an appeal. Mr. Gonzalez stated that he would need to research if the Town could appeal the decision by PWWA.

IV. ADJOURNMENT

Prior to adjourning for the evening, Councilmember Beyene addressed the financial analyst forecasting proposal. He stated that one of the reasons the Town proceeded with this was to have an understanding of how the Town can service the debt so that they can move ahead with the CIP's. Mr. Beyene asked what other figures will the analyst use to for the forecasting. Mr. Gonzalez stated that they will probably look at similar localities and their trends. Mr. Gonzalez shared the plan on using existing funds from ARPA and proffers for projects prior to using any of the current revenues or obtaining any debt. A discussion followed on the process that the financial analyst will take to give the Council an idea on what the Town can afford on projects and financing options, if needed.

With no further business before the Town Council, Vice Mayor Gallagher moved to adjourned with a second by Councilmember Luersen. The motion carried.

**Motion made by Vice Mayor Gallagher, Seconded by Councilmember Luersen.
Voting Yea: Vice Mayor Gallagher, Councilmember Beyene, Councilmember Luersen,
Councilmember Baker**