



TOWN COUNCIL FINANCE LIASON MEETING

Wednesday, February 4, 2026 at 2:00 PM

Conference Room - 15000 Washington St., STE 100 Haymarket, VA 20169

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

DRAFT MINUTES

Attendees: Councilmember Joe Pasanello, Mayor TracyLynn Pater, Town Manager Emily Kyriazi, Town Treasurer Robert Gonzalez, Chief of Police Al Sibert, Town Clerk Kim Henry

The bulk of the conversation for this meeting was to start working on the FY27 budget. Staff started by sharing that they will be presenting the training and travel policy for both Council & appointed officials as well as for staff at the February 23rd work session. Staff shared that they are still drafting the procurement policy and should have that item ready to present at the March work session. Mr. Gonzalez shared that he will have the resolution ready to adopt the Investment policy that was discussed at the previous regular monthly meeting. Staff shared that there were no major updates on the Town park RFP and should be ready to discuss at the February 11 finance meeting.

Chief Sibert provided some information regarding salaries for part time officers, time line in purchasing an additional fleet vehicle and suggestions to purchase a truck. He also shared that he was applying for leadership training showing the available funds and the length of the class.

Town Manager Kyriazi shared that she is waiting on a quote from the asset management team for inventory.

There was a short discussion on the pre audit services and costs.

Coming up for Budget Discussion were: Comp Plan, legal fees, health insurance rates, town hall site plan construction, and TANV fee representation.

Mr. Gonzalez started the discussion on the proposed budget with the real estate tax rate. He is suggesting a flat rate which would be a 4% increase overall. He provided supporting documentation for keeping the flat rate. The liaisons supported his proposal after reviewing the supporting documentation.

The group went over revenue line items. Mr. Gonzalez shared that even though the budget is currently not balanced, it is showing a strong revenue source to support upcoming expenditures. There was a discussion on the reserve funds, finishing the comprehensive plan and costs, and debt obligations.

The group started discussing the expenditures to include salaries, COLA and insurance. Mr. Gonzalez shared that the Town's contribution to VRS increased this year to 15%. There was a discussion on debt services and the possibility of purchasing a newer maintenance vehicle. Finance asked Chief Sibert to ride with Mr. Burrows to see his needs and to start the research on purchasing a new truck. Due to the length of conversation, the liaison did not get to finish the expenditures side of the budget and decided to continue the conversation at the February 11th meeting.