



TOWN COUNCIL – WORK SESSION MEETING

Monday, February 02, 2026 at 6:00 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 6 PM.

Mayor TracyLynn Pater called the meeting to order.

PRESENT

Mayor TracyLynn Pater
Councilmember Joe Pasanello
Councilmember Alexander Beyene
Councilmember Ken Luersen
Councilmember Justin Baker
Councilmember Dave Capossela - arrived at 6:20 PM

ABSENT

Vice Mayor Matthew Gallagher

II. PLEDGE OF ALLEGIANCE

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

III. SPECIAL CITIZENS TIME: STRATEGIC PLAN COMMENTS

Mayor Pater stated that this was a special Citizens Time to take comments on the Revised Strategic Plan. No comments were presented to the Council from the audience. However, Town Manager Emily Kyriazi shared the comments from the Planning Commission that they provided at their last meeting. The Council asked Mrs. Kyriazi to thank the Commission for their feedback.

IV. TOWN MANAGER REPORT

Town Manager Emily Kyriazi started her report by sharing about a pipe bursting inside the Town Museum over the weekend. She stated that staff spent a good part of the morning finding a shut off valve under the snow at the main. She shared that a plumber has been called in to address the issue and likely the floor will need to be replaced in the bathroom. She also shared that staff has contacted the new tenant to insure her that everything will be fixed prior to her moving in. She continued onto her report with the following:

1. Update on storm water assessment program: able to get additional information from site plans and as-builts to minimize on site survey. Follow meeting is scheduled for on site surveys.
2. Town Planner is working on zoning violations.
3. Business Roundtable for 2026 kick off is on February 10.
4. Strategic Plan. Looking for additional comments during the Regular meeting to follow.
5. Finalizing the details on the lease of the Town Museum with Arts Van Go
6. Update on the Town Park property and snow removal.

7. Shared the date on the next Prince William County CXO meeting and the agenda.
8. Compensation Study contract has been signed.
9. Updates on the Old Post Office building - drafting a scope of work.
10. Updates on the Robinson Paradise Storm Water concerns. Company has met with homeowners to come up with a resolution.
11. No update on the franchise agreements with Comcast and Verizon.
12. Finance Liaisons and staff are working on the following policies before bringing to the Council: investment policy, travel/training policy, procurement policy and AI policy. She shared the investment policy will be discussed later in the meeting. Others will be brought to Council at February Work Session.
13. Land Use Planning updates. She shared a good number are in the final phases in getting as-builts completed and working through bonding in the Crossroads Village Center.
14. Chick Fil-a second drive through update. Working through the bonding process and construction after staff signs off on signature documents of the site plan.
15. Karter School site plan update.
16. Haymarket Self Storage lot updates.
17. Bleight Drive Townhome project no updates
18. Jefferson Street new home builds - builder is going to submit a site plan amendment on landscaping
19. Business license renewal season has started. Farmer's Market application is now live.
20. Events are set for 2026.

After her report, Mrs. Kyriazi opened the floor for discussions and questions. There was a question on the timeline for the one page information guide for citizens. Mrs. Kyriazi stated that it will be presented to Council at the next work session. There was also a question on the amount of street lights out in the town. Mrs. Kyriazi shared that some of the lights went out in the storm and some of the older lights need to be retro fitted to be replaced. She also shared that there was a significant outage on the west end of town near Chick Fil-a which needed to be rewired completely. There was a discussion on the population of Haymarket, the Census numbers and the possibility of increasingly numbers of citizens that may bring the Town close to the threshold of 3500 where the Town would be responsible for maintaining the streets.

At this time, Councilmember Capossela entered the meeting.

Lastly, Mrs. Kyriazi asked for any requests to be added into the FY27 draft budget. And she shared that she was accepted into the Women's Leadership Institute. She asked Council to inform the Town Clerk if they would like to attend the Small Towns Conference in May.

V. CHIEF OF POLICE REPORT

Chief Sibert provided his monthly report to the Council. He shared the following points:

1. Reported and nonreported calls for service was 108. He shared the trends are about in the middle.
2. Business checks reported.
3. Average response time remained static.
4. Traffic stops numbers in warnings and summons.
5. Shared the hours worked through the DMV grant.
6. Data on traffic traveling east and west bound were down.
7. Provided the speeding data for both east bound and west bound.
8. Shared the current and future projects and events.
9. Received verification letter for drone grant.
10. In car camera project is moving forward and should be installed in the cars by week of February 9th.
11. Firehouse grant AED equipment has arrived.
12. First Aid kits have been updated.
13. All equipment used from Prince William County for the Christmas event has been returned.
14. Accreditation stickers for the cruisers have been ordered.

15. Drive Sober or get pulled over campaign was completed on January 1. Department will start the campaign back up for Super Bowl Sunday.

16. Chief will participate in polar plunge for Special Olympics along with 46 other events for the year.

After his report, Chief Sibert opened the floor for any questions or discussions. There was a question for the Chief about additional fines for speeding through Town. Chief Sibert shared that he has initiated the conversation with VDOT.

VI. AGENDA ITEMS

1. Monthly Financial Report

Town Treasurer Roberto Gonzalez gave the monthly financial report for period ending January 2026. He shared that the revenues are trending to meet if not exceed the budget. He shared that the business license applications have been sent out and are due by April 30, 2026. There was a discussion regarding conference attendance and training and budgeted funds for those items. Mr. Gonzalez shared that staff has been working on a training and travel policy for both staff and council. He shared that the draft policy should be ready to present to Council at the work session at the end of February.

2. Resolution #2026-002: Budget Amendment

Town Treasurer Roberto Gonzalez shared that the event coordinator is doing a great job in getting sponsorships. He shared that she has surpassed the budgeted amount and that the budget amendment is to recognize the revenues in the budget so that she can continue in spending the funds for events. There was a short discussion on the proposal of rebalancing the budget within the same department. Mr. Gonzalez shared that he is working with the finance liaisons on an ordinance that would address the subject.

3. FY27 Budget Schedule

Town Treasurer Roberto Gonzalez presented the FY27 budget schedule. He shared that the Town Manager will give a presentation at the beginning of the budget season in March prior to making any edits or discussions on the budget. He shared that he will be asking the Council to authorize the advertisement of the public hearings on the real estate and the proposed budget. A short discussion followed on the time frame.

4. Draft Investment Policy

Town Treasurer Roberto Gonzalez shared and presented the first draft of the Town Investment Policy. He stated that he has been working with the Finance Liaisons to draft a policy on how the Town conducts business. He also shared that the Town Attorney has reviewed it and has asked the Council to review the policy for further discussion. Since the work session was running into the time for the Regular Meeting, the Council decided to add this item to the regular meeting agenda for further discussion.

VII. ADJOURNMENT

With no further discussion, Councilmember Luersen moved to adjourn seconded by Councilmember Pasanello. The motion carried.

Motion made by Councilmember Luersen, Seconded by Councilmember Pasanello.

Voting Yea: Councilmember Pasanello, Councilmember Beyene, Councilmember Luersen, Councilmember Baker, Councilmember Capossela

Absent: Vice Mayor Gallagher