



TOWN COUNCIL – WORK SESSION MEETING

Tuesday, May 27, 2025 at 7:00 PM

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

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

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 Joe Pasanello
Councilmember Mary Ramirez
Councilmember Alexander Beyene
Councilmember Ken Luersen
Councilmember Justin Baker

II. PLEDGE OF ALLEGIANCE

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

III. PRESENTATION: LITTLE FREE LENDING LIBRARY - HAYMARKET/GAINESVILLE KIWANIS CLUB

Mayor Pater introduced Terri Flight, President Elect and Carl Davis, President, from the Haymarket/Gainesville Kiwanis Club. Mayor Pater shared that the Kiwanis Club was at this evening's meeting to give a presentation on the Little Free Library proposal.

Ms. Flight gave a brief history about the Kiwanis Club and of the local chapter. She shared that the local chapter began a little over two years ago. She also shared that they focus on health and nutrition, education and literacy and youth leadership development especially focusing on children and families. She showed what their club sponsors. Ms. Flight stated that the chapter would like to focus on the education and literacy section of their key focuses. She proposed the installation of the Little Free library and shared how the program works. She shared that the concept is to take a book/share a book. Ms. Flight showed a couple of designs and shared that they would like to install one at the Town Park. She stated that Scout Troop 1882, who they sponsor, would be building the library as a service project. She stated that the Kiwanis will fund the building of the library and will monitor it by providing and replenishing books. After the presentation, Ms. Flight asked for the Council to give them permission for the library at the Town Park so that they could start with the next steps. At this time, Ms. Flight took questions from the Council. There were questions about the maintenance of the structure itself and the installation. It was determined that the Kiwanis would maintain, repair and possibly replace the box if it was damaged. Ms. Flight also gave the timeline on when the box could be completed. The Council asked Town Manager Emily Kyriazi her thoughts of having the library at the park. She stated she thought it would be great to place it by the bulletin board at the park. Mrs. Kyriazi also stated that the Town's Maintenance personnel would be able to

install it. After the discussion, the Town Council agreed that the park would be a good location for the library and gave a directive for staff to work with Ms. Flight and the Kiwanis Club to proceed to the next steps.

IV. DISCUSSION ON 14600 WASHINGTON STREET WITH GRAYSTONE PROPERTIES: Shivon Dosky

Mayor Pater stated the next item is a presentation on a concept for the property at 14600 Washington Street. Town Manager Emily Kyriazi gave the Town Council a brief description on the possible development for the property. Mrs. Kyriazi shared that she met previously with Mr. Dosky from Graystone Companies on his concept of a residential development on the property and how it would impact the neighborhood and community. She stated that she encouraged Mr. Dosky to come before the Council to have a productive conversation and feedback on his concept. At this time, Mrs. Kyriazi gave the floor to Mr. Dosky and Mr. Kirk Johnson from Graystone Companies. Mr. Johnson gave a brief history about the company before sharing with the Council their plans for 14600 Washington Street. Mr. Johnson shared that they are under contract with the property and that they like to meet with Council to get feedback on what they would envision at the property. Mr. Dosky showed 2 design orientations to develop townhomes on the property. He stated that it would be a down zoning and would be treated as a mixed use development with the incorporation of the residential and commercial buildings. He showed the parallel and perpendicular designs. Discussion ensued on the concepts. Mr. Dosky also spoke on the Cookies and Cream structure and the modifications to the commercial building. He shared that the Cookies and Cream building would be moved to the front of the property closer to Washington Street. He also shared that the back end of the building would be taken down to provide more parking for the current tenants. Town Manager Kyriazi shared that with her previous dealings with VDOT that the entry/exit point off of Blight Drive should match up with Dogwood Drive. She also shared that VDOT would probably want the same entry/exit point off of Washington Street so that there is no confusion to the neighboring development. Discussion followed on the difficulty of exiting off of Blight Drive onto Washington Street. There was a question on how many units are planned for the property. Mr. Dosky stated that the plan is 8 units per acre. If the design is parallel, there would be 58 units and 62 if the design was perpendicular. There was a discussion on the density and concerns of traffic in the already heavy traffic dense area. Mr. Dosky shared that they are looking for feedback before submitting any plans. Another concern that was raised was the lack of open space on the property. There was a question from Council if there were any other options. Mr. Dosky shared that single family homes would not be a good option because there's not enough density to cover the cost of the property. There was a discussion on by right uses. There was also a question on the size of the townhomes. The Council viewed the perpendicular design as well. They discussed enclosing the front of the plan with hedges with a fence. There was a discussion of incorporating the Town's streetscape on the edge of the property. Town Manager Kyriazi referred to Zoning Ordinance 58-10.2 on area regulations for the R-2 district; (B)(3) referencing small lot detached single family. At the conclusion of the discussion, Mr. Dosky and Mr. Johnson left their business cards and encouraged the Council to provide any additional feedback in the next several weeks.

V. AGENDA ITEMS

Prior to proceeding to the Agenda Items, Councilmember Pasanello asked to add a sixth item to the agenda - Discussion on the Town Hall site plan. There were no objections to add this to the agenda as Item #6.

At this time, the Council took a brief recess before proceeding with the Agenda Items.

1. Monthly Financial Report

Town Treasurer Roberto Gonzalez pointed out some key line items on the monthly financial report. He shared that everything is looking "healthy" and took questions from the Council.

Councilmember Pasanello shared that the finance liaisons were going to start and meet one hour prior to the Monthly Work Sessions. He stated that this was on a trial basis. Councilmember Pasanello also shared that the current budget was about 95% through the year. Town Treasurer Gonzalez also shared that the auditors will be working on the FY24 budget audit.

2. Resolution #2025-006; Budget Amendment to FY25 Budget

Town Treasurer Roberto Gonzalez shared that the Resolution before the Town Council was a budget amendment to this years finances. He shared that one amendment is a reimbursement on police vehicle accident claims. He stated that he wanted to show that so that it would not show as an overage on the Chiefs budget. The other amendment was to take some of the interest on some of revenues received on the bank accounts to off set the cost of the forecast analysis. Mr. Gonzalez stated that the amendments fall under 1% of the overall budget and a public hearing is not necessary to make the changes. He stated that the subject was discussed with the Finance Liaisons at their meeting earlier in the day.

3. IT Recommendations

Town Treasurer Roberto Gonzalez shared that he has been talking with the IT contractor about changing the Town's website and email to a .gov platform and upgrading to a more secure cloud base network. He shared that in order to proceed he would need a directive from the Council. A short discussion followed. The Council asked Mr. Gonzalez to invite the contractor to the June Work Session to continue the discussion.

4. Policies & Procedures and Code of Ethics Revisions

Town Clerk Kim Henry presented the revised Council Policies and Procedures for review and asked for any last edits. She shared that she would like to get the Policies and Procedures adopted at the next meeting.

Ms. Henry also presented the Code of Ethics draft and asked for any edits. She provided Code of Ethics from a couple other localities for Council to review and compare. A discussion followed on the subject. There was a suggestion to get the opinions from the Planning Commission and the Architectural Review Board since this would also include those boards. Councilmember Baker and Councilmember Luersen stated that they would take it to their respective boards and report back at the next work session.

At this time, Vice Mayor Gallagher and Councilmember Ramirez left the meeting.

5. FY26 Budget Work Session

Town Treasurer Roberto Gonzalez shared that at the last meeting, Mayor Pater asked for a revision to the proposed tax rate. She suggested that the Council consider the rate of .098 cents per \$100. He shared the comparison of the proposed 0.105 and the 0.098 suggested rate. He also shared that the proposed budget shows all the suggestions of the Mayor as to where the adjustments would be on the expenditure side. A short discussion followed on the lower tax rate and the FY26 proposed budget. There was also a discussion on establishing reserve funds for the increase on the trash contract. Mr. Gonzalez shared his idea of setting up the reserves. A discussion also ensued on the possibility of the Town having to pay a tipping fee at the County landfill and building that into the budget. Town Manager Emily Kyriazi shared that she will research that further and ask the question at her next meeting with the County. Mr. Gonzalez stated that the next steps would be to adopt the budget with the proposed .098 tax rate at next week's regular monthly meeting. No further discussion or action was taken.

6. Town Hall Site Plan

Town Manager Emily Kyriazi distributed a site plan sheet for Council review. She stated that she would like Council to familiarize themselves when she speaks of the Town Hall site plan and after the discussion on some of the documents that Council would give her the directive to proceed with a couple of items. She provided Phase One of the plan which would include the green space, sidewalks and concrete paths, stormwater plan and reconfiguration of the parking lot. She stated that the parking lot at the back corner and side of the building would be a shared parking lot. She also showed the reconfigured parking lot at the front of the building. Mrs. Kyriazi shared the reconfiguration of the turn lanes on Jefferson Street showing a right turn only lane onto Washington Street. She stated that this does not include any building work. She stated that she would like a directive from Council to proceed with hiring someone to give updated cost estimates for the site work. She shared that there is budget money in the Town Hall Master Plan. The second part of the discussion was on the building plans. She showed how the building would be reconfigured and the addition of an elevator that would give better access to the second floor. She shared that she would like to re-engage with the architect that produced the original plan and provide an update to make sure that everything on the plans still works and restart the conversation to get an approved building plan document. She stated that a substantial amount of money has already been spent from the plans for the police department side of the building and would like to continue using the plan to proceed with the administrative side of the building. Discussion followed on both phase one and phase two of the plan. After a discussion, the Town Council directed Town Manager Kyriazi to hire a consultant to do the updated cost analysis and estimates for the Town Hall site work Phase One. They also gave a directive for Mrs. Kyriazi to re-engage with the architect who worked on the building plans and start the conversation on cost estimates to get the plan to a finished product including getting a full scope and putting the plan out for a bid.

VI. CLOSED SESSION

1. MOTION FOR CLOSED SESSION

Councilmember Baker moved that the Haymarket Town Council go into Closed Session Pursuant to Virginia Code § 2.2-3711 (A)(19), a matter involving the discussion of plans to protect public safety as it relates to terrorist activity or specific cybersecurity threats or vulnerabilities and briefings by staff members, legal counsel, or law-enforcement service officials concerning actions taken to respond to such matters or a related threat to public safety; discussion of information subject to the exclusion in subdivision 2 or 14 of § 2.2-3705.2, where discussion in an open meeting would jeopardize the safety of any person or security of any facility, building structure, information technology system, or software program, or discussion of reports or plans related to the security of any governmental facility, building or structure, or the safety of persons using such facility, building or structure. Councilmember Beyene seconded the motion. The motion carried.

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

2. CERTIFICATION FROM CLOSED SESSION

Councilmember Luersen moved that the Council certify that, in the closed session just concluded, nothing was discussed except the matter or matters (1) specifically identified in the motion to convene in closed session and (2) lawfully permitted to be discussed in a closed session under the provisions of the Virginia Freedom of Information Act as cited

in that motion. Councilmember Beyene seconded the motion. The motion carried by a roll call vote.

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

3. DIRECTIVE/MOTION FROM CLOSED SESSION

Without objection, Councilmember Beyene directed staff to proceed as directed in closed session.

VII. ADJOURNMENT

With no further business before the Town Council, Councilmember Baker moved to adjourn seconded by Councilmember Pasanello. The motion carried.

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