



TOWN OF HAYMARKET TOWN COUNCIL

PUBLIC HEARING/WORK SESSION

~ MINUTES ~

Kimberly Henry, Clerk of the Council
<http://www.townofhaymarket.org/>

15000 Washington St
Haymarket, VA 20169

Tuesday, May 30, 2023

7:00 PM

Council Chambers

A Public Hearing/Work Session of the Mayor and Council of the Town of Haymarket, VA, was held this evening in the Council Chambers, commencing at 7:00 PM.

Mayor Kenneth Luersen called the meeting to order.

I. Call To Order

Council Member Marchant Schneider: Absent, Council Member Joe Pasanello: Present, Vice Mayor TracyLynn Pater: Present, Council Member Alexander Beyene: Present, Council Member Mary Ramirez: Present, Council Member David M Leake: Present, Mayor Kenneth Luersen: Present.

II. Pledge of Allegiance

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

III. Delegate Danica Roem - Legislative Updates

Delegate Danica Roem was present at this evening's meeting to update the Town Council on the bills that the State Legislature passed and will take effect on July 1, 2023. She stated that first and foremost was the approval of the Town of Haymarket's Town Charter. She stated that the Town elections have been officially moved to November and the Charter has been cleaned up with irrelevant outdated information. In addition, she presented a bill that was passed on FOIA transparency, with electronic payment options and that Town's publish a written policy on their website clearing outlining the process and fees. She provided bills that were passed and failed that she presented which could affect Haymarket and surrounding communities. At the end of her presentation, Delegate Roem opened the floor for any questions. There were questions on the state budget. She stated that she suspected that a special session would be called after June 20th and that she would keep the Council updated on anything that could affect the Town of Haymarket upon adoption of the state budget. Mayor Luersen thanked Delegate Roem for coming to this evening's meeting and presenting all of the updates.

IV. FY2023-2024 Budget Presentation

Town Treasurer Roberto Gonzalez and Town Manager Emily Kyriazi gave a presentation on the FY24 budget. Mr. Gonzalez provided some of the highlights on the budget and considerations for the proposed budget. Town Manager Kyriazi shared the Town Services and programs that are offered. Mr. Gonzalez gave the goals for the new fiscal year by continually investing into the community with projects paid with capital improvement plan funding, keeping taxes low and minimizing the possibilities of entertaining tax increases and a plan to bring the Town's staff to a competitive wage within the region. Mr. Gonzalez presented the FY2024 budget revenue vs expenditures to give a balanced budget. At the end of the presentation, Mr. Gonzalez stated he would take questions on the budget after the public hearing.

V. Public Hearing for Town FY2023-2024 Budget

1. Public Notice

Town Clerk Kim Henry read the public notice into the record.

2. Citizen Comment

There were no citizen present and there were no emails for citizen comments on the public hearing.

3. Close Public Hearing

With no comments, Mayor Luersen closed the public hearing. At this time Mayor Luersen asked for any questions or comments from the Town Council. There was a suggestion on adding all of staff, including the police department, to the presented report. There was a question on Town initiated projects and the extent of the ARPA funding that will cover those costs. There was also a question what trash would cost the citizen out of pocket if it were not included in the real estate tax. There was also a point made that the Town does not charge a personal property tax on vehicles. There was also a question if the Town ended on a surplus. Mr. Gonzalez stated

that the Town will end in surplus. Questions were asked on Town owned properties and the County assessments on those properties. There were also questions on the interest revenues of monies. Mr. Gonzalez shared that the Town is receiving a higher percentage since Virginia National Bank bought out The Fauquier Bank.

VI. Agenda Items

1. Monthly Financial Report

Town Treasurer Roberto Gonzalez asked for any questions on the monthly financial report. He stated that the Town has not received the bank franchise tax as of yet. He shared that the Town should be receiving it by the beginning of June. He also shared that the business license revenue has increased due to contractors business license filing for the Crossroads Village Center development and the new Van Metre town homes. Mr. Gonzalez was asked if there were any areas of concerns that he would like to bring to the attention of the Town Council. Mr. Gonzalez responded that he and Chief Sibert are keeping an eye on part time overtime hours due to some ECO's and TDO's that the full time personnel have been dealing with. There was no further discussion on the financial report.

2. Resolution 2023-008 - Budget Amendment PD Vehicle Purchase

Town Treasurer Roberto Gonzalez shared that when the Council first approved the purchase of the new police vehicle, the price was originally \$43,000. He stated that the vehicle was purchased by another police department and had modifications done to the vehicle which increased the total cost of the vehicle. Mr. Gonzalez stated that he would take funds from the CIP to cover the increase in the purchase price and will ask for Council to approve the resolution before them at the regular monthly meeting. There was a suggestion that Mr. Gonzalez show the line item number on the revenue and expenditure side of the resolution. There was a brief discussion on the fuel line item of the report.

3. Planning Commission and Architectural Review Board Vacancies

Town Clerk Kim Henry shared that the Planning Commission still has a vacancy and that two of the Architectural Review Board members have decided not to serve another term which would give the ARB 2 vacancies. Ms. Henry shared that she has a strong candidate to fill the one ARB vacancy but is asking for Council help to seek other candidates. A short discussion followed.

4. Town Park Building Questionnaire

Town Manager Emily Kyriazi asked that this item be deferred until Council Member Schneider is present since he and Vice Mayor Pater are championing the questionnaire.

5. Draft Communication Plan Discussion

Town Manager Emily Kyriazi shared that she and Vice Mayor Pater have been busy prepping the Fox5 Zip Trip event and have not had a chance to meet on this subject during their weekly meetings. Mrs. Kyriazi shared that the plan is to bring a final draft to the Town Council in June.

6. Town Museum Rental Discussion

Town Manager Emily Kyriazi distributed a draft of the museum agreement for review. She stated that this agreement was previously used for those wanting a shorter term rental. She asked that the Council look at the numbers presented. A discussion followed on the fees. Mrs. Kyriazi shared that the staff has had several interests in using the building for a meeting space. She stated that the fees were determined by calculating the costs for maintaining the building so that the Town would break even. There was a discussion on ADA compliance, security for the building and the fees. There was also a discussion on the occupancy load and how that could determine the type of events or meetings that could take place in the museum. There was also a discussion on the use of facility and how the public would be informed that the space was being rented out. A discussion also ensued on the liability insurance. Mrs. Kyriazi stated that she would follow up on the insurance liability for residents wanting to rent the facility. A question was raised on the fees presented. Mrs. Kyriazi shared that staff is looking for feedback from the Council on the fees. There was a lengthy discussion on the use of alcohol in the space and the liability associated with that. A discussion continued if the use of the Town Hall would no longer be available for a meeting space for organizations such as the HOA's and Rotary. Mrs. Kyriazi shared that her vision was to have the museum available for those organizations. She stated that the doors of the museum would be equipped with a special coded lock and that each organization would have their own code to access the building so that staff would not have to be present to allow access like they do when the Town Hall is in use. Town Manager Kyriazi stated that she would put this on the next meeting agenda for further discussion so that the Council could review and draft and take the time to consider all the options prior to the next meeting.

After the discussion, Town Manager Emily Kyriazi asked that an item be added to the agenda, the Chief's Hazard Mitigation Plan. There was a consensus of the Council to add the item to the agenda.

7. Hazard Mitigation Plan

Chief Al Sibert stated that he sent out an email to the Council regarding the hazard mitigation plan that had been presented by then Northern Virginia Emergency Services Council. He shared that he and the Town Manager were able to give their input on the plan. He stated that he is looking for affirmation by resolution at the meeting to adopt the plan. He opened the floor for any questions from the Town Council. There was clarification that this plan is just part of a bigger plan that focuses on the Town of Haymarket. Chief Sibert affirmed that is a plan focusing on Haymarket in coordination with Prince William County. Council Member Pasanello raised the point that the plan focuses on natural and manmade hazards but noticed that there was nothing in the plan regarding the railroad hazards. Chief Sibert shared that the plan was drafted prior to the recent incidences that occurred at the railroad within the Town. He stated that he has been in communication with the railroad on that topic along with freight issues, chemical issues and how it would affect the gas lines issues. He stated that he has had meetings with the entities involved. Chief Sibert shared that a plan has been in the works to include the freight mitigation. Chief Sibert stated that he has been the contact person on the plan, however the Town Manager has been involved since she is also the Zoning Administrator and that there were items that the Zoning Administrator needed to address. Chief Sibert shared that it has taken 19 months to work on the current documents and that items are being worked on now for the next cycle that this plan is updated. He stated that other than his time there were no costs involved. He also stated that once the Town Council adopts the plan, the Town would be eligible for hazard mitigation funds if the Town had an issue that they had to deal with. A discussion followed about the Town making necessary adjustments during this time so that they can be incorporated in the next update. Mayor Luersen stated that he noticed that there was no evacuation plan and questioned if that should not have been included. Chief Sibert stated that one cannot predict where the hazard would be in order to implement an effective evacuation plan.

After the presentation from Chief Sibert, Town Manager Emily Kyriazi asked the Town Council on their availability to change the July meeting date from Monday, July 3rd to Monday, July 10th. Those present at this evening's meeting were in agreement to change the July meeting to Monday, July 10th.

Mrs. Kyriazi also confirmed that those in attendance were able to attend the June 26th work session to adopt the FY24 budget. A discussion followed on the subject. The Town Council decided to set a special meeting date of Thursday, June 22nd at 7 pm strictly for the adoption of the budget.

Town Treasurer Roberto Gonzalez asked if the Town Council would be prepared to adopt the real estate tax rate at their June 5 meeting. Those in attendance stated that they are prepared to vote on the tax rate at the regular monthly meeting on June 5.

VII. Adjournment

With no further business before the Town Council, Council Member Ramirez moved to adjourn with a second by Vice Mayor Pater. The motion carried.

1. Motion to Adjourn

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Mary Ramirez, Council Member
SECONDER:	TracyLynn Pater, Vice Mayor
AYES:	Pasanello, Pater, Beyene, Ramirez, Leake
ABSENT:	Marchant Schneider

Submitted:

Approved:



Kimberly Henry, Clerk of the Council



Kenneth Luersen, Mayor