



Town of Haymarket
15000 Washington Street, #100
Haymarket, VA 20169
703-753-2600

Memorandum

To: Honorable Mayor and Town Council
From: Kimberly Henry, Town Clerk
Re: Town Council Vacancy

Background: Mary Ramirez submitted her resignation to the Town Council at the Regular Monthly Meeting on October 6, 2025 during Councilmember Time. Staff advertised the vacancy and the Town Council held an interview at their Regular Monthly Meeting on Monday, November 3, 2025. The Town Council set a Special Meeting for Wednesday, November 12th at 6pm to make the appointment filling the vacancy. Since the appointment is within one year of the Town Council elections, there will not be a need for a Special Election.

Recommended Motion: *I move that the Haymarket Town Council appoint David Capossela to the Council filling the unexpired term of Mary Ramirez effectively immediately with the term expiring December 31, 2026.*

Or Alternate Motion.