



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

## Memorandum

**To:** Town Council  
**From:** Olaun Simmons, Town Attorney  
**Re:** Town Attorney Report  
**Date:** December 30, 2025

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This is a non-confidential report on the matters that we have been working on for the Town since the date of my last report:

1. Reviewed the applicable law and prepared a notice of violation letter regarding property code violations.
2. Reviewed the applicable law and provided legal counsel and recommendations to Town staff regarding notice requirements for planning commission meetings.
3. Reviewed the applicable law and provided legal counsel and recommendations to Town staff regarding Virginia proffer laws.
4. Reviewed the applicable law and provided legal counsel and recommendations to Town staff regarding the Town's request for proposals.
5. Reviewed the applicable law and provided legal counsel and recommendations to Town staff regarding a FOIA request.
6. Reviewed the applicable law and provided legal counsel and recommendations to Town staff regarding notice requirements for zoning map amendments.
7. Reviewed the applicable law and provided legal counsel and recommendations to Town staff regarding meals tax collection.