



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:** October 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 provided legal counsel and recommendations to Town staff regarding the proposed use of property for the Haymarket Day event.
2. Reviewed the applicable law and provided legal counsel and recommendations to Town staff regarding the vacancy on Town Council.
3. Reviewed and revised the RFP for the Park Property and included the Scope of Work language.
4. Prepared draft of lease agreement and lease guaranty agreement.
5. Reviewed the applicable law and provided legal counsel and recommendations to Town staff regarding FOIA request.