



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

## Memorandum

**TO:** Town Council

**FROM:** Councilwoman Ramirez, Community Outreach Liaison

**DATE:** April 21, 2025

**SUBJECT:** Proposal for Government Open House – June 13, 2025

Dear Council,

I am writing to propose the planning and execution of a **Government Open House** on **Friday, June 13th, 2025**, hosted at Town Hall. This event would invite **elementary-aged children and their families** to visit our municipal offices and engage directly with the departments and staff that serve our town every day.

The goal of this initiative is to **make local government more tangible, accessible, and engaging** for young residents and their families. By creating an interactive environment that highlights how various departments function — from Town Police Department and staff to American Trash Services, as well as various Prince William County departments — we can cultivate early civic awareness and reinforce the value of public service in our community.

To move forward, I am seeking **Council's approval and modest funding** to support logistics such as printed materials, light refreshments, and an engaging craft for participants to take home. With your support, we can create a welcoming and informative experience that strengthens community trust and connection with local government.

I look forward to discussing this further at our upcoming meeting and welcome any input or suggestions you may have.

Sincerely,

**Councilwoman Ramirez**

Community Outreach Liaison