



OCCOQUAN TOWN COUNCIL

Meeting Minutes

Town Hall - 314 Mill Street, Occoquan, VA 22125

Tuesday, March 7, 2023

7:00 p.m.

Present: Mayor Earnie Porta; Vice Mayor Jenn Loges; Councilmembers Nancy Freeborne Brinton (remotely), Theo Daubresse, Cindy Fithian, and Eliot Perkins

Absent: None

Staff: Adam Linn, Town manager / Chief of Police; Philip Auville, Town Clerk; Matt Whitmoyer, Management Fellow; Julie Little, Events Director; Manuel Casillas, Town Treasurer; Jason Forman, Deputy Chief of Police; Martin Crim, Town Attorney (remote); Sara Fila, Town Zoning Administrator (remote)

1. CALL TO ORDER

Mayor Porta called the meeting to order at 7:00 p.m.

As a result of personal matters, Councilmember Freeborne Brinton attended remotely from Pensacola, FL.

2. PLEDGE OF ALLEGIANCE

3. CITIZENS' TIME

No one spoke during citizens' time.

4. CONSENT AGENDA

- a. February 7, 2023, Meeting Minutes
- b. Request to Adopt Northern Virginia Hazard Mitigation Plan
- c. Request to Appoint Member to the Planning Commission
- d. Request to Appoint Members to the Architectural Review Board

Councilmember Perkins moved approval of the Consent Agenda. Councilmember Fithian seconded. Motion passed unanimously by roll call vote.

Ayes: Vice Mayor Loges, Councilmember Daubresse, Councilmember Fithian, and Councilmember Perkins

Nays: None

5. MAYOR'S REPORT

Mayor Porta reported the following:

- On February 9th, he attended the first meeting of the Prince William County and PWC School Systems Joint Environmental Task Force (JET) and was elected chair.

Mayor Porta reminded Council of their obligation to complete the FOIA and COI training and to report it to

the Town Manager.

Mayor Porta noted that there is money in the budget to have the water quality monitoring testing of the Occoquan with the Potomac River Keeper Network. The public will be notified about training opportunities in April for those interested in participating in the water quality monitoring program.

Mayor Porta noted he has arranged with staff for Congresswoman Spanberger's staff to hold a mobile constituent service session at the Occoquan Town Hall on April 7th from 1 pm to 3 pm. These are for private casework matters between constituents and the Congresswoman's staff.

6. COUNCILMEMBER REPORTS

Councilmember Fithian noted that she has been doing business outreach in Town for the sponsorship breakfast being held at Town Hall on March 14th.

Vice Mayor Loges noted that she is working with staff on the RFI for a parking facility. She also met with the IT Contractor and staff on future IT plans and community funding.

7. BOARDS AND COMMISSIONS

Councilmember Daubresse reported that the Architectural Review Board (ARB) met on February 28th and had to push the one exterior review application until the next meeting since the applicant was not present to provide materials and respond to any questions.

Councilmember Perkins reported that the Planning Commission met on February 28th. He noted that that they held a strategic meeting to discuss future directions of the Planning Commission for 2023.

8. ADMINISTRATIVE REPORTS

a. Administrative Report

Mr. Linn provided a written report as part of the agenda packet and responded to brief questions from the council.

Mr. Linn provided two updates to the Administrative Report. First, he noted that the RFI for a parking facility will be published on the website by Friday and uploaded on to the Virginia eVA portal.

Second, Mr. Linn noted that an ad for a parking enforcement officer will be posted, and he is reaching out to George Mason University and the Northern Virginia Community College to have the ad posted on their websites as well.

Mayor Porta complimented Mr. Linn and staff on signage enforcement. Mayor Porta also complimented Mr. Linn on the upgrades in the administrative report, specifically, the police complaint reporting initiative. He also noted the value of the public works projects report display.

Vice Mayor Loges thanked Mr. Linn and the Police Department for placing the mobile display sign with speed enforcement information on Commerce Street to bring visibility to speeding and drivers running the intersection at Washington Street and Commerce Street to catch the light at Rt. 123.

Councilmember Perkins asked Mr. Linn if the additional signage and markings were making a difference and if there are any additional steps that can be taken to reduce drivers blocking the

Route 123 intersection. Mr. Linn replied that we've done all we are permitted to with signage but that the only real difference is observed when the officers are present in the intersection.

b. Town Treasurer's Report

Mr. Casillas provided a written report as part of the agenda packet and responded to brief questions from the council.

Mayor Porta highlighted that with December's numbers, the Town is now roughly halfway through its budgeted expenses. Some line items that show expenses greater than 50% of the budget are items traditionally paid in full or in significant amounts sooner than halfway through the year.

Mayor Porta reminded everyone that there is an increase in total funds as a result of the ARPA money being received earlier in the year.

Vice Mayor Loges noted that the accounts payable is different than the same time last year and that the operating account as compared to last year is also different. Mr. Casillas replied that the difference with the operating account is a timing issue, and the difference with the accounts payable is the work with DEQ on dredging and waiting for the grant money to come in.

c. Town Attorney Report

Mr. Crim provided a written report as part of the agenda packet. There were no questions.

9. REGULAR BUSINESS

a. Request to Approve Zoning Map and Comprehensive Plan Amendments Generally Relating to Designating Mixed Use Overlay Parcels at Myrtle Place and McKenzie Drive as Med-High Density Residential and a Town-owned Parcel as Park and Open Space and Rezoning Corresponding B-1 Parcels to R-3 and PPU in Accordance with the Proposed Comprehensive Plan Amendments

Mayor Porta noted that at the last council meeting he had requested, and the council had approved, deferring adoption of these changes until he could confer with the HOA for Myrtle Place. His rationale for doing so was based on his understanding that some residents had expressed concern or confusion about the change at the Planning Commission hearing on the matter, and he did not want to assume that because they had not come to the Council hearing that they now had no objection. Since that time, he has contacted the HOA and explained that the intent of the ordinance was to benefit the property owners by bringing the comprehensive plan and zoning ordinance into compliance with the owners' current uses. If they did not wish such a change, however, then the town would likely not pursue it. Mr. Gary Blohm, a resident of Myrtle Place, spoke at the council meeting indicating that he believes the property owners now understand the intent of the ordinance and that he does not object.

Councilmember Fithian moved to adopt the attached draft ordinances as presented.

Councilmember Perkins seconded. Motion passed unanimously by roll call vote.

Ayes: Vice Mayor Loges, Councilmember Daubresse, Councilmember Fithian, Councilmember Freenborne Brinton, and Councilmember Perkins

Nays: None

Mayor Porta asked for unanimous consent from the council to add to the agenda a Resolution of Support for Requesting Community Project Funding from the Office of Congresswoman Spanberger for Funds to Remediate the Stormwater System. There being no objection, the Resolution was added to the agenda.

Councilmember Perkins moved to adopt a Resolution of Support for Requesting Community Project Funding from the Office of Congresswoman Spanberger for Funds to Remediate the Stormwater System. Councilmember Daubresse seconded. Motion passed unanimously by roll call vote.

Ayes: Vice Mayor Loges, Councilmember Daubresse, Councilmember Fithian, Councilmember Freenborne Brinton, and Councilmember Perkins

Nays: None

10. Work Session Items

a. Strategic Framework Discussion

Mr. Whitmoyer provided a presentation and briefed the Town Council on the updates and progress of the Comprehensive Plan.

b. SLFRF Discussion

Mr. Whitmoyer provided a presentation and briefed the Town Council on the status of the SLFRF funds and progress of the spending plan.

Councilmember Fithian feeling unwell left at 8:20 pm.

After discussion, the Town Council agreed to direct staff to take the following actions regarding projects on the SLFRF list that are not completed or in progress. Council unanimously agreed to decline to pursue the following:

- The Washington Street Sidewalk Connection.
- The Public Fishing Dock.
- The Old Pump House Demo/Retrofit.

Council unanimously agreed to pursue in modified fashion the following projects:

- The Gateways Beautification Project to explore aspects beyond solely signage.
- Gaslight Conversion Project to update with the cost of retrofitting to different type of gas burner.
- The Riverwalk Expansion Project to not move forward with analysis of north side of the river until the review of the initial product from the vendor is available for the south side of the river.
- The River Mill Park Playground Project to investigate play sculptures for climbing instead.
- The Riverwalk Overlook Extension Project to obtain an updated cost estimate for a large deck behind the Mill House Museum.
- The Parking Facility Plan to retain as part of the RFI process.
- Process Improvements to evaluate based on continuing IT developments.

c. FY 2024 Budget Work Session

Mr. Linn provided a presentation and briefed the Town Council on the proposed budget covering the Mamie Davis Fund, E-Summons Fund, and the General Fund. Mr. Linn responded to various questions from the council.

Mr. Linn indicated that the second work session will include the proposed budget for the Events Fund, the Capital Improvement Program, updates to funds reviewed at the first work session, and Reserves.

Mayor Porta read excerpts from a letter from Ms. Vicki Herrman complimenting the Town Police and staff (particularly Mr. Matt Whitmoyer) for assisting her.

11. CLOSED SESSION

Councilmember Daubresse moved that the Council convene in closed session to discuss the following as permitted by Virginia Code § 2.2-3711 (A)(8), consultation with legal counsel regarding specific legal matters requiring the provision of legal advice by such counsel, relating to ABC and a local business. Councilmember Perkins seconded. Motion passed unanimously by voice vote.

The Council went into closed session at 9:48 p.m.

The Council came out of closed session at 10:23 p.m.

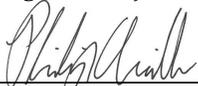
Councilmember Daubresse moved to certify that, in the closed session just concluded, nothing was discussed except the matter or matters (1) specifically identified in the motion to convene in closed session and (2) lawfully permitted to be discussed in a closed session under the provisions of the Virginia Freedom of Information Act as cited in that motion. Seconded by Councilmember Perkins. The motion passed unanimously by roll call vote.

Ayes: Vice Mayor Loges, Councilmember Daubresse, Councilmember Freeborne Brinton,
Councilmember Perkins

Nays: None

12. ADJOURNMENT

The meeting was adjourned at 10:24 p.m.



Philip Auville, Town Clerk