



FY2026 Budget

Strategic Framework Update/ eSummons / Mamie Davis

TOWN OF OCCOQUAN
FEBRUARY 18, 2025

FY2026 Budget Schedule

- ❑ February 18, 2025 – Budget Work Session #1 - Mamie Davis Fund / eSummons
- ❑ March 4, 2025 – Budget Work Session #2 – Events / General Fund
- ❑ March 18, 2025 – Budget Work Session #3 – CIP / Other
- ❑ April 15, 2025 – Budget Work Session #4 – Recap
- ❑ May 6, 2025 – Public Hearing on Proposed FY2026 Budget
- ❑ May 20, 2025 – Public Hearing on Proposed FY2026 Tax Rates
- ❑ May 20, 2025 – Adoption of FY2026 Tax Rates and Budget



Work Session #1

- ☐ Strategic Framework
- ☐ eSummons Fund
- ☐ Mamie Davis Fund



FY23-27 Strategic Framework

Capital Tiers

Tier 1

- Continue to Investigate Opportunities to Expand Public Parking Facilities
- Upgrading Stormwater Infrastructure
- Completing Riverwalk

Tier 2

- Developing/Promoting Town as a Trail Junction
- Promoting Connections with Regional Partners
- Improving Town Gateways
- Pursuing Energy Efficiency/Sustainability Enhancements

Tier 3

- Public Safety Projects
- Town Properties Improvements

Operating Tiers

Tier 1

- Personnel Recruitment, Retention, and Succession Planning
- Tourism-led Economic Development Programming
- Enhancing Revenue from Town Events Programming
- Enhancing Timed Parking Program Education and Enforcement

Tier 2

- Monitor Technology Improvements for Productivity Enhancement
- Business Support and Development Programming
- Development of Capital Asset Maintenance Program
- Development of a Business Recruitment Program



Strategic Framework

CAPITAL TIERS					
TIER 1	COMPLEX PRIORITIES - LONGER TIME FRAME AND HIGHER COST	Completed	In Progress	Not Obtained	Notes
	<i>Continuing to Investigate Opportunities to Expand Public Parking Facilities</i>			X	<i>Not currently Viable</i>
	<i>Researched Likely Parking Opportunities</i>	x			
	<i>Upgrading Stormwater Infrastructure</i>		X		
	<i>Flood Protection Study (CFPF Grant)</i>	x			
	<i>Sediment Removal and Stormwater Remediation</i>	x			
	<i>Stormwater Improvements (Community Project Funding -EPA grant)</i>		x		
	<i>Completing Riverwalk</i>		X		
	<i>Riverwalk Extension Project</i>		x		
	<i>Funding/Grant Submissions</i>		x		



Strategic Framework

CAPITAL TIERS					
TIER 2	LESS COMPLEX PRIORITIES - SHORTER TIME AND LOWER COST	Completed	In Progress	Not Obtained	Notes
	<i>Developing/Promoting Town as a Trail Junction</i>		X		
	<i>Promoting Connections with Regional Partners</i>		X		
	<i>PWCDOT Crosswalk Safety Project</i>		x		
	<i>Occoquan Greenway (VDOT TAP Grant Project)</i>		x		
	<i>Improving Town Gateways</i>		X		
	<i>Staff is Working with Landscaping</i>		x		
	<i>Pursuing Energy Efficiency/Sustainability Enhancements</i>		X		
	<i>EV Charging at Town Parking Lot</i>	x			
	<i>EV Charging (CFI Grant)</i>			x	Grant not received.
	<i>Glass Recycling</i>		x		



Strategic Framework

CAPITAL TIERS					
TIER 3	CONTINUATION OF PRIORITY ITEMS	Completed	In Progress	Not Obtained	Notes
	<i>Public Safety Projects</i>		X		
	<i>Enhanced Timed Parking Program Education & Enforcement</i>		x		
	<i>County CAD and RMS Integration</i>		x		
	<i>Improving Town Properties</i>		X		
	<i>River Mill Park Upgrades</i>	x	x		
	<i>River Road and Town Dumpster Storage</i>		x		
	<i>Street & informational Signs</i>		x		



Strategic Framework

OPERATIONAL TIERS					
TIER 1	COMPLEX PRIORITIES - LONGER TIME FRAME AND HIGHER COST	Completed	In Progress	Not Obtained	Notes
	<i>Personnel Recruitment, Retention, and Succession Planning</i>		X		
	<i>Events Personnel</i>	x			
	<i>Maintenance Personnel</i>		x		
	<i>Volunteer Program</i>		x		
	<i>Retention Program - all staff</i>				
	<i>Tourism-led Economic Development Programming</i>		X		
	<i>Mobilizing Main Street Cohort Program</i>		x		
	<i>Enhancing Revenue from Town Events Programming</i>		X		
	<i>Replacement of Artisan Market and Concerts with Firelight Nights</i>		x		<i>Plan to add Holiday Artisan Market</i>
	<i>Murder Mystery Night</i>	x			



Strategic Framework

OPERATIONAL TIERS					
TIER 2	LESS COMPLEX PRIORITIES - SHORTER TIME AND LOWER COST	Completed	In Progress	Not Obtained	Notes
	<i>Monitor Technology Improvements for Productivity Enhancement</i>	X			
	<i>Cloud-Based Intranet</i>	x			
	<i>Change over to new Network Systems Support</i>	x			
	<i>Upgrade Security Protocols and Procedures</i>	x	x		
	<i>Business Support and Development Programming</i>		X		
	<i>Continuance of Quarterly Business Meetings</i>		x		
	<i>Visit Occoquan Business Support</i>		x		
	<i>Development of Capital Asset Maintenance Program</i>		X		
	<i>Researching Maintenance Plans</i>		x		
	<i>Development of a Business Recruitment Program</i>		X		
	<i>Researching</i>		x		



QUESTIONS



e-Summons Fund

PROPOSED FY2026 BUDGET



eSummons Fund

- In 2019, the Town adopted Ordinance O-2019-02 to assess a \$5 fee per traffic or criminal case (authorized by VA Code § 17.1-279-1)
- Purpose is to increase overall efficiency to the Judicial System by reducing backlog of data entry of summons and facilitating faster and more accurate resolutions to cases
- Assessments are a special fund that can only be used for the purchase, implementation, and maintenance of the eSummons Program



eSummons Fund

FY2026 PROPOSED BUDGET - e-SUMMONS FUND (Restricted)							
Revenue Sources	FY2024 Adopted	FY2024 Actual	FY2025 Adopted	FY2025 Projected	FY2026 Proposed	Increase/ Decrease (%) Over Budget	Increase/ Decrease (\$) Over Budget
E-Summons Revenue	\$ 11,500	\$ 17,244	\$ 15,250	\$ 14,116	\$ 14,500	-5%	\$ (750)
Total Proposed Revenue	\$ 11,500	\$ 17,244	\$ 15,250	\$ 14,116	\$ 14,500	-5%	\$ (750)
Expenses	FY2024 Adopted	FY2024 Actual	FY2025 Adopted	FY2025 Projected	FY2026 Proposed	Increase/ Decrease (%) Over Budget	Increase/ Decrease (\$) Over Budget
Hardware/Software Maintenance	\$ 4,300	\$ 3,825	\$ 5,600	\$ 5,754	\$ 8,500	52%	\$ 2,900
Operational Supplies	\$ 1,200	\$ 418	\$ 1,600	\$ 800	\$ 1,200	-25%	\$ (400)
Total Proposed Expenditures	\$ 5,500	\$ 4,242	\$ 7,200	\$ 6,554	\$ 9,700	35%	\$ 2,500
Total Fund Net	\$ 6,000	\$ 13,002	\$ 8,050	\$ 7,563	\$ 4,800	-40%	\$ (3,250)



eSummons Fund

e-Summons Fund Balance Estimate	
Fund Balance (6/30/2024)	\$ 49,124
Expense FY2025	6,554
Revenue FY2025	14,116
Fund Balance Estimate 6/30/2025	\$ 56,687
Expenses FY2026	9,700
Revenue FY2026	14,500
Fund Balance Estimate 6/30/2026	\$ 61,487



QUESTIONS



Mamie DAVIS PARK Fund

PROPOSED FY2026 BUDGET



Mamie Davis Park Fund

- Revenues generated from interest on a \$100,000 restricted endowment to the town
 - Estimated range from approximately \$250- 1,200 annually
- Rental revenues and utility expenses are included in the General Fund
- Approximately \$7,090 (as of 6/30/2024) was available in the account for use on expenses for Town Hall and Mamie Davis Park improvements



Mamie Davis Park Fund

FY2026 PROPOSED BUDGET - MAMIE DAVIS FUND (Restricted)								
	FY2024 Adopted	FY2024 Actual	FY2025 Adopted	FY2025 Projected	FY2026 Proposed	% to Projected	% to Budget	\$ to Budget
Fund Interest Revenue	\$ 256	\$ 450	\$ 256	\$ 1,194	\$ 840	-29.7%	228.1%	584
Total Proposed Revenue	\$ 256	\$ 450	\$ 256	\$ 1,194	\$ 840	-29.7%	228.1%	584
Capital Projects	\$ -	\$ -	\$ -	\$ -	\$ 3,200	0.0%	0.0%	\$ 3,200
Total Proposed Expenses	\$ -	\$ -	\$ -	\$ -	\$ 3,200	0.0%	0.0%	\$ 3,200
Total Fund Net	\$ 256	\$ 450	\$ 256	\$ 1,194	\$ (2,360)	-297.6%	-1021.9%	\$ (2,616)

Fund Balance (6/30/2024)	\$ 7,010
Capital Expense FY24	-
Revenue FY24	1,194
Fund Balance Estimate 6/30/2025	\$ 8,204
Capital Expenses FY2026	3,200
Revenue FY26	840
Fund Balance Estimate 6/30/2026	\$ 5,844



QUESTIONS



NEXT STEPS

- Work Session #2: March 4, 2025
 - Discuss General Fund and Events
- Work Session #3: March 18, 2025
 - Discuss Capital Improvement Program
- Work Session #4: April 15, 2025
 - Recap of All Funds
- Budget Available to Council/Public: May 6, 2025
- Public Hearing on Budget: May 6, 2025
- Public Hearing on Tax Rates: May 20, 2025
- Adoption of Budget and Tax Rates: May 20, 2025

