



OCOCOQUAN TOWN COUNCIL
Meeting Minutes
Town Hall - 314 Mill Street, Occoquan, VA 22125
Tuesday, May 20, 2025
7:00 p.m.

Present: Mayor Earnie Porta; Vice Mayor Loges, Councilmembers Robert Love, Cindy Fithian, Eliot Perkins, and Theo Daubresse

Absent: None

Staff: Adam Linn, Town Manager / Chief of Police; Matt Whitmoyer, Deputy Town Manager; Philip Auville, Town Clerk; Jason Forman, Deputy Chief of Police

1. CALL TO ORDER

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

2. PUBLIC HEARING

a. Joint Planning Commission and Town Council Public Hearing on Certain Short-term Recurring Zoning Offenses

Mayor Porta noted that this is a joint Public Hearing on a zoning text amendment and that the Planning Commission will hold a Public Hearing jointly with the Town Council. The purpose of the Public Hearing is to hear from interested members of the community about the advisability of making proposed changes in the zoning code. The proposed changes to the zoning ordinance relate to the shortening of the appeal period for certain short-term zoning violations.

Planning Commission Chair Perkins called the Planning Commission to order at 7:02 p.m.

Present: Chair Elliot Perkins, Commissioners Don Wood, Ralph Newell, Darryl Hawkins, and Richard Grant

Absent: Commissioner Ann Kisling

Chair Perkins opened the public hearing for the Planning Commission at 7:02 p.m.

Mayor Porta opened the public hearing for the Town Council at 7:02 p.m.

Mayor Porta invited the public to speak. No one spoke at the public hearing.

Commissioner Wood moved to close the public hearing for the Planning Commission at 7:03 p.m. Commissioner Hawkins seconded. Motion passed unanimously by voice vote.

Councilmember Love moved to close the public hearing for Town Council at 7:03 p.m. Councilmember Fithian seconded. Motion passed unanimously by voice vote.

Commissioner Newell moved to recommend approval of the attached draft ordinance, O-2025-06, as presented. Commissioner Wood seconded. Motion passed unanimously by roll call vote.

Ayes: Chair Perkins, Commissioner Wood, Commissioner Newell, Commissioner Hawkins, and Commissioner Grant

Nays: None

Chair Perkins closed the Planning Commission at 7:05 p.m.

b. Public Hearing on FY2026 Tax Rates

Mayor Porta opened the public hearing at 7:06 p.m.

Mayor Porta invited the public to speak. No one spoke at the public hearing.

Councilmember Perkins moved to close the public hearing at 7:06 p.m. Councilmember Fithian seconded. Motion passed unanimously by voice vote.

Mayor Porta asked for unanimous consent to add Citizen's Time to the agenda. There being no objection, Citizens' Time was added to the agenda.

Heather and Micheal Parnell, residents from Tanyard Hill Road, spoke on the County's Occoquan Greenway Trail proposed map that showed a section of trail that would cross through their property to Tanyard Hill Park. They advised that they had the county update the proposed trail map in February 2025 so that it did not imply people could trespass across their property. The proposed trail across their property was removed from the previous map. They indicated that the Town still had the old map on the Town website and requested that the Town replace the outdated map with the new map.

Mayor Porta thanked Heather and Micheal for bringing the issue to the Town's attention and he noted the history and rationale of the Town purchasing the property which is now Tanyard Hill Park to prevent development. He further indicated that the Town is encouraging the County to purchase the land so that it could be added to the Prince William County's Park and Recreation System. Mayor Porta also noted that staff will update the map on the Town's website to remove the outdated map.

3. CONSENT AGENDA

a. Request to Accept May 6, 2025, Town Council Meeting Minutes

Councilmember Perkins moved to approve the Consent Agenda. Councilmember Love seconded. Motion passed unanimously by voice vote.

4. REGULAR BUSINESS

Mayor Porta asked for unanimous consent to move up on the agenda the Request to Adopt Ordinance O-2025-07 on Taxing Cigarettes. There being no objection, the item was moved up on the agenda.

a. Request to Adopt Ordinance O-2025-07 on Taxing Cigarettes

Vice Mayor Loges noted that currently no one in town sells cigarettes or plans to and that this is about proactively planning ahead. She noted there is already a meals tax because the council recognizes that restaurants attract a lot of people from outside of town, which comes with a need for public safety and ninety-five percent (95%) of police encounters involve people who don't live in Occoquan. She opined that at some point if recreational marijuana is sold legally, there would be more demand on the police to address the associated consequences of the use in and around town. She indicated that this is about smart governance to be proactive in bringing in revenue to address

any impact it might bring to town so not as to leave the residents of the town footing the bill.

Vice Mayor Loges moved to adopt Ordinance O-2025-07 as presented. Councilmember Fithian seconded. Motion passed by roll call vote.

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

Nays: Councilmember Daubresse

Mayor Porta asked for unanimous consent to move up on the agenda the Request to Adopt Ordinance O-2025-06 on Certain Short-term Zoning Offenses. There being no objection, the item was moved up on the agenda.

b. Request to Adopt Ordinance O-2025-06 on Certain Short-term Recurring Zoning Offenses

Councilmember Fithian moved to adopt Ordinance O-2025-06 as presented. Vice Mayor Loges seconded. Motion passed unanimously by roll call vote.

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

Nays: None

c. Request to Adopt FY2026 Tax Rates

Councilmember Perkins moved to set a real estate tax rate for the Fiscal Year 2026 beginning July 1, 2025, of \$0.116 per \$100 of assessed valuation. Councilmember Love seconded. Motion passed unanimously by roll call vote.

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

Nays: None

Councilmember Fithian moved to set a meals tax rate for the Fiscal Year 2026 beginning July 1, 2025, of three and one-half percent (3.5%). Vice Mayor Loges seconded. Motion passed unanimously by roll call vote.

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

Nays: None

Councilmember Perkins moved to set a transient tax rate for the Fiscal Year 2026 beginning July 1, 2025, of seven percent (7%). Councilmember Fithian seconded. Motion passed unanimously by roll call vote.

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

Nays: None

Vice Mayor Loges moved to set a tax rate of \$0.40 per pack or \$0.02 cents per each cigarette sold. Councilmember Perkins seconded. Motion passed by roll call vote.

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

Nays: Councilmember Daubresse

d. Request to Adopt FY2026 Annual Budget

Vice Mayor Loges moved to adopt the Fiscal Year 2026 General Fund Budget beginning July 1, 2025, as presented in the amount of \$1,498,176 in expenses and \$1,498,176 in revenue and

appropriate the funds for the expenses shown in the budget. Councilmember Fithian seconded. Motion passed unanimously by roll call vote.

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

Nays: None

Councilmember Fithian moved to adopt the Fiscal Year 2026 Events Fund Budget beginning July 1, 2025, as presented in the amount of \$245,880 in expenses and \$322,402 in revenues and appropriate the funds for the expenses shown in the budget. Councilmember Perkins seconded. Motion passed unanimously by roll call vote.

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

Nays: None

Councilmember Love moved to adopt the Fiscal Year 2026 Capital Improvement Plan beginning July 1, 2025, as presented in the amount of \$1,294,556 in expenses and \$1,294,556 in revenues and appropriate the funds for the expenses shown in the budget. Councilmember Perkins seconded. Motion passed unanimously by roll call vote.

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

Nays: None

Councilmember Perkins moved to adopt the Fiscal Year 2026 Mamie Davis Fund Budget beginning July 1, 2025, as presented in the amount of \$3,200 in expenses and \$840 in revenues and appropriate the funds for the expenses shown in the budget. Councilmember Fithian seconded. Motion passed unanimously by roll call vote.

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

Nays: None

Councilmember Daubresse moved to adopt the Fiscal Year 2026 E-Summons Fund Budget beginning July 1, 2025, as presented in the amount of \$11,900 in expenses and \$14,500 in revenues and appropriate the funds for the expenses shown in the budget. Councilmember Love seconded. Motion passed unanimously by roll call vote.

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

Nays: None

5. DISCUSSION ITEMS

a. Planning Commission Annual Report

Mayor Porta suggested from the report action items that the Planning Commission should continue work on, what the Town Council and staff should take over, and which action items should be tabled indefinitely.

Council discussed the action items of the report. A draft response on the action items will be brought before the council to approve and then sent to the Planning Commission.

b. Town-Owned Waterfront Amenities Discussion

Mr. Linn addressed recent incidents at the Town-owned dock and kayak ramp which include the towing and mooring of an inoperable and dangerous boat at the town dock,

boats docking for extended periods of time, boat repairs at the town dock, abandonment of watercraft, leaving behind trash and debris, and the releasing of hazardous fluids into the river. Staff is proposing to update the dock policies and posting the new rules on the Town's dock as well as on the website and on the back of the registration payment envelopes. Staff is also proposing to limit the number of nights at the town dock to three unless approved in advance at Town Hall.

Council discussed the issues and offered suggestions such as placing a fine warning for littering at the kayak ramp. Council also suggested raising the dock fees and directed staff to move forward with their suggestions.

Mayor Porta asked for unanimous consent to add to the agenda Staff Report/Request. There being no objection, the item was added to the agenda.

Mr. Linn noted that at the last council meeting, staff was asked questions on the current landscaping contractor and status of spring plantings. Mr. Linn then explained that the plantings have not taken place even after multiple requests by staff. Mr. Linn explained that staff would like to terminate the current contract but needed Council concurrence in order to terminate with 3 days' notice.

Vice Mayor Loges moved to concur with staff and direct the Town Manager to terminate the contract. Councilmember Fithian seconded. Motion passed unanimously by voice vote.

Councilmember Perkins asked what the plan would be to get the plantings in the ground before RiverFest weekend.

Mr. Linn replied that staff will start the plantings tomorrow, and the new contractor has agreed to begin the contract early.

6. ADJOURNMENT

The meeting was adjourned at 8:26 p.m.



Philip Auville, Town Clerk