



# TOWN OF OCCOQUAN



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## FISCAL YEAR 2026 ADOPTED BUDGET AND CAPITAL IMPROVEMENT PROGRAM

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**TOWN OF OCCOQUAN, VIRGINIA**  
**FY 2026 ADOPTED BUDGET AND**  
**CAPITAL IMPROVEMENT PROGRAM**



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**OCCOQUAN TOWN COUNCIL**

Earnest W. Porta, Jr., Mayor

Jenn Loges, Vice Mayor

Cindy Fithian, Councilmember

Eliot Perkins, Councilmember

Theo Daubresse, Councilmember

Robert E. Love, Councilmember

**TOWN MANAGER / CHIEF OF POLICE**

Adam C. Linn, J.D., VCLEE-CEO

**TOWN ATTORNEY**

Martin Crim

**EXECUTIVE LEADERSHIP TEAM**

Jason Forman, Deputy Chief of Police

Matthew Whitmoyer, Deputy Town Manager

**CONTRACTED SERVICES**

Bruce Reese, Town Engineer

Sara Fila, Zoning Administrator

**DEPARTMENT LEADERSHIP**

Philip Auville, Town Clerk

Asma Rupani, Town Treasurer

Tammy Hassett, Events Director

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- TOWN MANAGER TRANSMITTAL LETTER -



## TOWN OF OCCOQUAN

CIRCA 1734 • CHARTERED 1804 • INCORPORATED 1874  
314 MILL STREET • PO BOX 195 • OCCOQUAN, VIRGINIA 22125  
(703) 491-1918 • FAX (571) 398-5016 • INFO@OCCOQUANVA.GOV  
WWW.OCCOQUANVA.GOV

**TOWN COUNCIL**  
EARNEST W. PORTA, JR., MAYOR  
JENN LOGES, VICE MAYOR  
CINDY FITHIAN  
ELIOT PERKINS  
THEO DAUBRESSE  
ROBERT E. LOVE

**TOWN MANAGER/  
CHIEF OF POLICE**  
ADAM C. LINN, J.D.

July 1, 2025

Dear Mayor Porta and Members of the Occoquan Town Council:

I am pleased to present the Fiscal Year (FY) 2026 Adopted Budget for the Town of Occoquan for the period beginning July 1, 2025, and ending June 30, 2026. This budget document includes the Town's General (Operating) Fund, Events Fund, Capital Improvement Program (CIP) Fund, Mamie Davis Fund, and E-Summons Fund.

As part of the annual budget process, the Town Council reviewed the FY2025-2026 Strategic Framework which formalizes the Town Council priorities for their current term. These priorities are categorized into capital tiers and operational tiers, which served as key guidance in the development of the budget.

### All Funds

The total FY 2026 Adopted Budget encompassing all funds includes \$3,130,474 in revenues and \$3,053,712 in expenditures, resulting in a \$76,762 surplus for all funds. This reflects an increase of 0.63 percent in revenues, and a 0.84 percent increase in expenditures over the FY 2025 Adopted Budget. The surplus is anticipated to fund working capital.

### Taxes – General Fund

The Town's General Fund is supported through taxes, service fees, licenses, and other revenue from local, state, and federal sources. The FY 2026 Adopted Budget maintains the Town's Real Estate tax rate of \$0.116 per \$100 of assessed value. Property reassessments conducted in 2025 resulted in an average increase of 6 percent over the previous year's assessments.

Taking into account the average increase in property assessments and the unchanged real estate tax rate—after factoring in tax relief—real estate tax revenue is projected to rise by \$6,939, or 2.3 percent, over the FY 2025 Adopted Budget

The FY 2026 Adopted Budget also preserves the Town's current meals tax rate of 3.5 percent and transient occupancy tax rate of 7 percent.

### **Capital Improvement Program**

The Capital Improvement Program (CIP) is the Town's five-year plan for capital projects that is reviewed and updated annually as part of the budget process. Projects planned for FY 2026 include continued stormwater improvement implementation, Town-owned building updates, and vehicle and equipment improvements.

Funding for the CIP is generated from the net revenue of the Events Fund, which includes the spring RiverFest and Craft Show and the Fall Arts and Crafts Show, as well as grants received. The funding sources for CIP are used to help offset the costs for capital projects within the town instead of using General Fund revenues to pay for larger one-time costs, such as infrastructure.

### **Staffing and Employee Benefits**

The FY 2026 Adopted Budget maintains the current staffing level, with no change to the number of approved positions or staffing levels from the FY 2025 approved budget.

The FY 2026 Adopted Budget includes a performance-based funding pool for permanently filled positions. These merit-based increases are determined by annual performance evaluations.

The FY 2026 Adopted Budget also continues to fund the Town's employer-sponsored health insurance and retirement with Virginia Retirement System (VRS). These benefits were established to enhance employee retention, attract highly qualified candidates, and remain competitive with similar organizations. The estimated health insurance funding in the budget is based on the Town's continued participation in The Local Choice (TLC), administered by the Commonwealth of Virginia. Full-time, permanent employees are eligible to participate in the VRS, and the Town's ongoing commitment to this benefit is reflected in the adopted budget.

Respectfully Submitted,



Adam C. Linn, J.D.  
Town Manager / Chief of Police

## MISSION, VISION, AND VALUES

### MISSION

The mission of the employees of the Town of Occoquan is to deliver services to Town residents, businesses, customers and visitors in an efficient, effective and equitable manner and to build a stronger, more vibrant community.

### VISION

The Town of Occoquan is a thriving, attractive, historical river front town committed to family, business, the arts, and a healthy quality of life.

### VALUES

The core values that guide the Town staff's actions and decision-making are the following:

- A. Transparency- operating in such a way that is clear, accurate and obvious.
- B. Integrity – consistently applying these core values even when doing so is difficult or unpopular.
- C. Accountability – taking ownership and accepting the consequences of one's actions.
- D. Innovation – applying new ideas, devices or processes to enhance service to visitors and citizens.
- E. Respectfulness – demonstrating respect for others and their opinions, while collaborating and actively conducting the Town's business.
- F. Inclusivity – not excluding any particular groups of people and where all people feel valued and their differences are respected.

## HOW THE BUDGET IS ORGANIZED

### The Budget Process

The Town of Occoquan's budget cycle begins in the second quarter of the current fiscal year with a staff review of services, programs, and anticipated needs for the upcoming two fiscal years. While funding is appropriated on an annual basis, the process also emphasizes longer-term planning to anticipate and meet the future needs and expectations of the community.

The budget must be adopted by the Town Council each year before July 1<sup>st</sup>. As part of the process, each tax rate is reviewed, and public input is actively encouraged through regular Town Council meetings and public hearings. In addition to these forums, the Town Council holds several work sessions prior to publication of the proposed budget document.

### Budget Calendar

October/November	<ul style="list-style-type: none"><li>• Capital Improvements Program review by Executive Leadership Team</li></ul>
December/January	<ul style="list-style-type: none"><li>• Performance measures and goals reviewed by Town Manager</li><li>• Goal setting session with Town Council</li><li>• Staff meetings to discuss department needs and requests</li><li>• Budget and financial needs submitted to Town Manager</li><li>• Town Manager develops proposed budget</li></ul>
February	<ul style="list-style-type: none"><li>• Town Council review of Strategic Framework status and Budget Calendar</li><li>• Town Council provides budget development direction</li><li>• First Town Council Budget Work Session</li></ul>
March	<ul style="list-style-type: none"><li>• Second Town Council Budget Work Session</li><li>• Third Town Council Budget Work Session</li></ul>
April	<ul style="list-style-type: none"><li>• Fourth Town Council Budget Work Session</li><li>• Proposed Budget Submitted to Town Council</li></ul>
May	<ul style="list-style-type: none"><li>• Public Hearing on Proposed Budget</li><li>• Public Hearing on Proposed Tax Rates</li><li>• Budget Adopted</li></ul>
July	<ul style="list-style-type: none"><li>• Adopted Budget Published</li></ul>

## **Amendments to the Adopted Budget**

Changes to the Adopted Budget may occur through fund transfers and budget amendments. The Town Council holds the authority to approve transfers between activities and departments, as well as to allocate funds from reserves. Any year-end operating surpluses revert to unappropriated balances—referred to as working capital—which may be used to maintain reserves or to support Council-approved expenditures.

## **Budget as a Planning Tool**

The budget process is more than a plan that reviews revenue and projected spending. Budgeting is a formal way to convert the Town’s short-range and long-range plans and policies into services and programs for our citizens. The budget details these services and programs in terms of cost.

In FY 2023, the Mayor and Town Council developed and approved a Strategic Framework with the intent of creating a broad, time-limited (Council tenure) set of parameters that reinforced adopted Council priorities and the Comprehensive Plan, and identified priorities for capital projects and operations, with major budget and action steps to direct staff. The Strategic Framework is reviewed and updated each year.

The Town completed its most recent Comprehensive Plan in 2016, with an update in 2021. This document outlines the community’s current and future needs and aspirations. Following the adoption of the 2016 Comprehensive Plan, the Town undertook a comprehensive update of its zoning and subdivision codes, which was completed in FY 2018. Subsequently, in 2019, the Town completed a full recodification of the Town Code—the first since 1999.

Staff continues to review and propose updates to the Town Code on an annual basis to ensure it remains aligned with the Comprehensive Plan, complies with the state law, and maintains internal consistency. These ongoing efforts help ensure that the Town’s policies and governing documents remain relevant and effective.

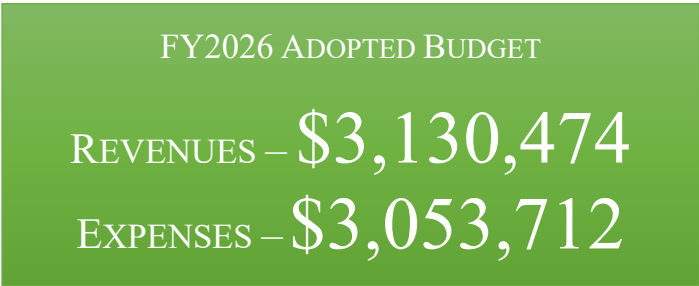
The annual budget is a critical tool for implementing the vision set forth in the Comprehensive Plan and Town Code, guiding resource allocation to support strategic priorities and community goals.



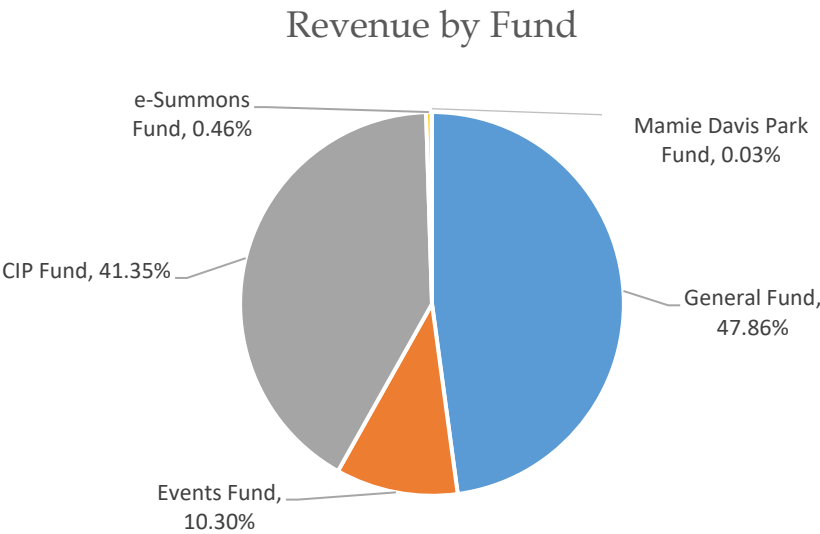
**THE BUDGET IN BRIEF**

The Town’s financial management system is divided into several funds based on general operations and functions. Each fund has identified revenues and expenditures. The major funds appropriated by Town Council are as follows:

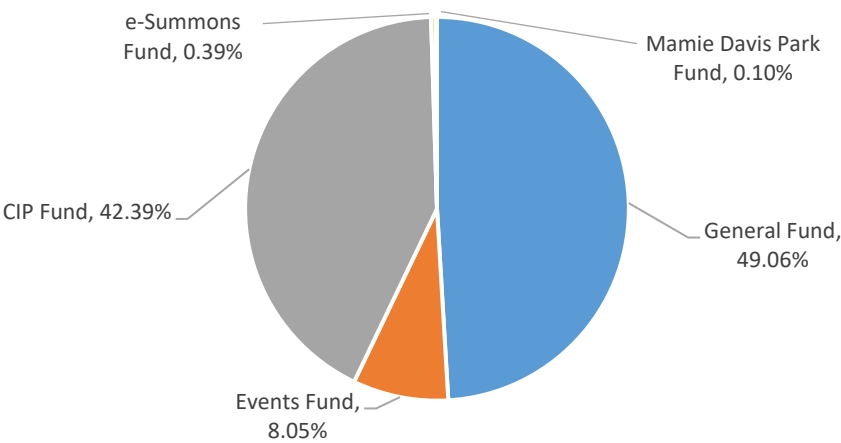
- 1. General Fund
- 2. Events Fund
- 3. Capital Improvement Program Fund (CIP)
- 4. Mamie Davis Fund
- 5. E-Summons Fund



The FY 2026 Adopted Budget across all funds totals \$3,130,474 in revenues and \$3,053,712 in expenditures. This represents an increase of \$19,474 (0.63%) in revenues and \$25,497 (0.84%) in expenditures compared to the FY 2025 Adopted Budget.

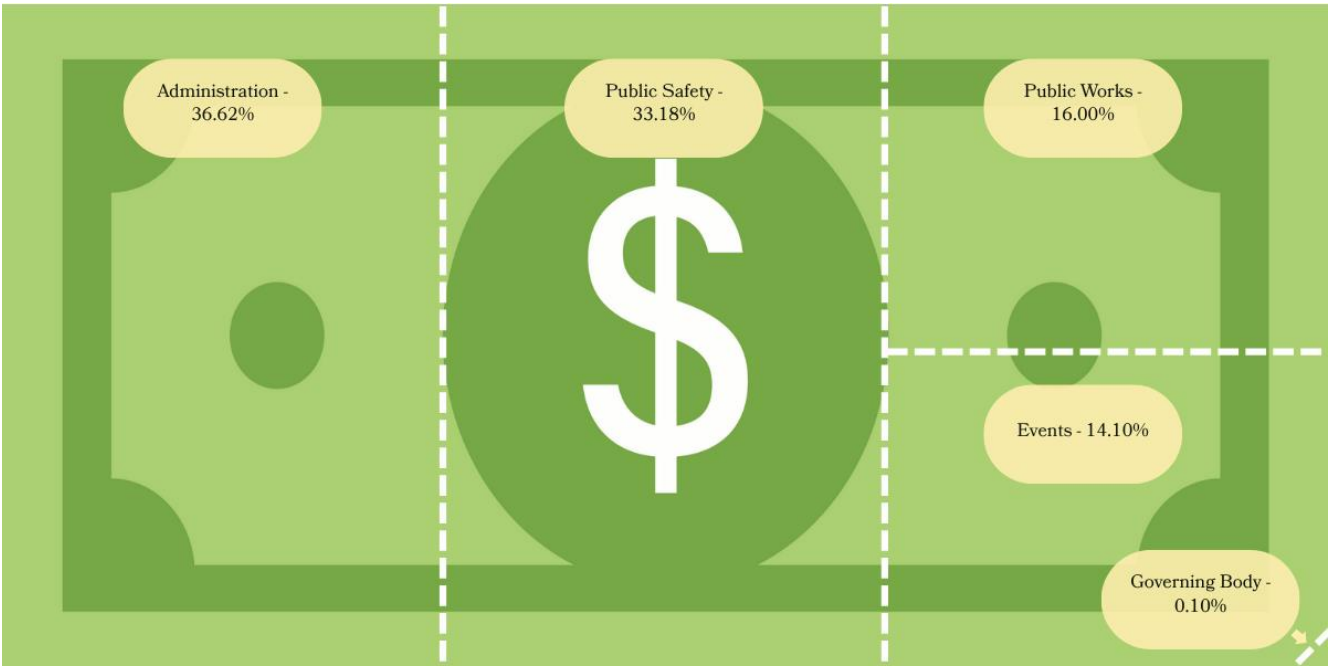


Expenses by Fund



Where Does the Money Go?

Breakdown by Department (General Fund & Events Fund)



## Funds Summary - Revenues and Expenses

### GENERAL FUND

Categories	FY 2024 Budget	FY 2024 Actual	FY 2025 Budget	FY 2025 Projected	FY 2026 Adopted	Change Adopted to Budget	
						\$	%
Revenues	\$1,316,017	\$1,995,957	\$1,408,258	\$1,472,465	\$1,498,176	\$ 89,918	6.4%
Expenses	\$1,316,017	\$1,219,253	\$1,408,258	\$1,432,022	\$1,498,176	\$ 89,918	6.4%

### EVENTS FUND *formerly Craft Show Fund*

Categories	FY 2024 Budget	FY 2024 Actual	FY 2025 Budget	FY 2025 Projected	FY 2026 Adopted	Change Adopted to Budget	
						\$	%
Revenues	\$ 301,225	\$ 197,503	\$ 313,285	\$ 291,841	\$322,402	\$ 9,117	2.9%
Expenses	\$ 226,750	\$ 212,235	\$ 238,726	\$ 232,306	\$ 245,880	\$ 7,154	3.0%

### CAPITAL IMPROVEMENT PROGRAM (CIP) FUND

Categories	FY 2024 Budget	FY 2024 Actual	FY 2025 Budget	FY 2025 Projected	FY 2026 Adopted	Change Adopted to Budget	
						\$	%
Revenues	\$1,032,704	\$ 291,302	\$1,374,031	\$ 109,792	\$1,294,556	-\$ 79,475	-5.8%
Expenditures	\$1,032,704	\$ 291,302	\$1,374,031	\$ 109,792	\$1,294,556	-\$ 79,475	-5.8%

### MAMIE DAVIS FUND

Categories	FY 2024 Budget	FY 2024 Actual	FY 2025 Budget	FY 2025 Projected	FY 2026 Adopted	Change Adopted to Budget	
						\$	%
Revenues	\$ 256	\$ 450	\$ 256	\$ 1,194	\$ 840	\$ 584	228.1%
Expenses	\$ -	\$ -	\$ -	\$ -	\$ 3,200	\$ 3,200	0.0%

### E-SUMMONS FUND

Categories	FY 2024 Budget	FY 2024 Actual	FY 2025 Budget	FY 2025 Projected	FY 2026 Adopted	Change Adopted to Budget	
						\$	%
Revenues	\$11,500	\$ 17,244	\$ 15,250	\$ 14,116	\$ 14,500	-\$ 700	-4.6%
Expenses	\$ 5,000	\$ 4,242	\$ 7,200	\$ 6,554	\$ 11,900	\$ 4,700	65.3%

## **General Fund**

The General Fund serves as the Town's primary operating account, supporting the programs and services that are essential for daily operations within the Town. This includes funding for administration, public safety, public works, and the governing body.

### **General Fund Revenue**

General Fund revenues for FY 2026 total \$1,498,176, representing an increase of \$89,918, or 6.4 percent, over the FY 2025 Adopted Budget. The Town of Occoquan's General Fund revenue is generated from a combination of taxes, service fees, charges, fines, and aid from state and federal sources.

Major revenue sources include real estate taxes, meals taxes, business license taxes, and public safety fees. Additional revenue is collected through vehicle and business license fees, utility and communication taxes, sales taxes, transient occupancy taxes, grants, facility rentals, and various other fees, fines, and miscellaneous revenues.

Real estate taxes, meals taxes, business license taxes, and public safety fees make up the largest portion of General Fund revenues, accounting for approximately 77 percent of revenue. Real estate taxes account for 27.0 percent of General Fund revenue and are \$311,289 for FY 2026, based on maintaining the real estate tax rate \$0.116 per \$100 of assessed value. All properties within the Town (taxable, tax exempt and tax relief properties) were reassessed in 2025, resulting in an estimated 6.0 percent increase in overall valuation from \$276,331,300 to \$286,737,200. However, the reassessment of taxable real estate only resulted in a 2.3 percent increase.

Meals taxes account for 27.4 percent of General Fund revenue and are \$315,452 for FY 2026, which is a reduction from FY 2025. The Meals Taxes are based on maintaining the current tax rate of 3.5 percent and recent historical trends.

### **General Fund Expenses**

The FY 2026 Adopted Budget General Fund expenses are \$1,498,176. This is an increase of \$89,918 or 6.4 percent over the FY 2025 Adopted Budget. The increase in expenses is attributable to inflationary expenses and increased contract costs such as refuse collection, insurance, and legal, as well as increases in existing program costs.

The FY 2026 Adopted Budget includes a performance-based salary adjustment pool that provides for an average increase of 3 percent for permanent employees. There were no other changes to service or program delivery.

## **Events Fund**

The Events Fund, formerly known as the Craft Show Fund, is a separate fund that supports the spring RiverFest and Craft Show and the Fall Arts and Crafts Show, as well as other town events. Generally, net revenues from the Events Fund are used to help fund the Town's capital improvement projects and other large, one-time costs incurred by the Town. The Town's Events staff are funded through the Events Fund.

The revenues for the Events funds are derived from booth rentals, shuttle fares, sponsorships, ticket sales, grants, and other smaller income generating activities. The revenues are event dependent and subject to cancelations from weather and pandemic.

## **Capital Improvement Program Fund**

The Capital Improvement Program Fund is not a revenue generating fund. It utilizes the net revenues generated from the Events Fund, working capital, and income received from grants to implement capital improvement projects identified within the Town's Capital Improvement Program (CIP). These projects are often one-time, large cost projects that cannot be funded or supported through the General Fund.

The FY 2026 Adopted Budget reflects capital costs of \$1,294,556, with a corresponding \$1,294,556 from anticipated grants and other funding reflected in the revenue category. These revenues include \$920,000 from an FY 2024 federal appropriations Community Project Funding grant for stormwater remediation, which the Town was notified it would be receiving during FY 2026.

The FY 2026 CIP also includes \$374,556 in revenue from the Town's resources, working capital, and State Aid to Localities funding to support projects including stormwater remediation activities, town-owned building improvements and public safety equipment.

## **Mamie Davis Fund**

The Mamie Davis fund is a \$100,000 permanent endowment that was gifted to the Town by former Town official and resident, Ms. Mamie Davis. The Town is not able to spend the principal amount; however, we are able to utilize the revenues generated from interest on projects benefiting Mamie Davis Park or Town Hall.

## **E-Summons Fund**

Established with the FY 2023 budget, the E-Summons Fund contains the revenues and expenses associated with Town ordinance O-2019-02 that assesses a \$5 fee per traffic or criminal case. These revenues can only be used for the purchase, implementation, and



maintenance of the e-Summons Program. The e-Summons Program was established to increase overall efficiency to the Judicial System by reducing backlog of data entry of summons and facilitating faster and more accurate entry of summons into the court system.

# Budget Detail by Fund

## GENERAL FUND

### Revenues

Account	FY2026 Adopted Budget General Fund - Revenues	FY2024 Budget	FY2024 Actual	FY2025 Adopted	FY2025 Projected	FY2026 Adopted	% to Projected	% to Budget	\$ to Budget
<b>Taxes</b>									
40010	Real Estate Tax	288,769	289,260	304,351	304,351	311,289	2.3%	2.3%	6,939
40020	Meals Tax	357,641	327,897	333,812	328,228	315,452	-3.9%	-5.5%	(18,360)
40030	Sales Tax	40,000	46,900	48,000	47,977	48,000	0.0%	0.0%	-
40040	Utility Tax	31,000	38,477	36,500	37,106	37,000	-0.3%	1.4%	500
40050	Communications Tax	33,000	30,230	33,000	30,872	31,000	0.4%	-6.1%	(2,000)
40060	Transient Occupancy Tax	21,000	46,025	46,500	44,711	43,000	-3.8%	-7.5%	(3,500)
40070	Peer-to-Peer Vehicle Tax		1,313	6,600	-	-		-100.0%	(6,600)
<b>Fees</b>									
41010	Vehicle License Fee	11,000	10,729	11,000	10,272	10,308	0.4%	-6.3%	(692)
41020	Business Licenses	75,000	91,219	90,402	95,534	93,500	-2.1%	3.4%	3,098
41025	Business License Fee	4,140	4,290	4,260	4,410	4,320	-2.0%	1.4%	60
41030	Late Fees	1,500	4,315	1,500	4,956	2,500	-49.6%	66.7%	1,000
41040	Fines - Public Safety	349,830	498,359	375,000	437,289	427,000	-2.4%	13.9%	52,000
41100	Administrative Fees	8,500	7,593	8,500	6,770	8,500	25.6%	0.0%	-
41120	Service Revenue - Engineering	14,000	4,199	14,000	8,015	14,000	74.7%	0.0%	-
41130	Service Revenue - Legal	10,000	-	5,000	-	5,000		0.0%	-
41140	Service Revenue - Other	500	-	600		500		-16.7%	(100)
41000	Fees - Other	3,000	1,713	2,500	1,515	1,000	-34.0%	-60.0%	(1,500)
<b>Grants</b>									
42010	Litter Grant	1,329	2,085	1,329	1,838	1,800	-2.1%	35.4%	471
42020	Public Safety (HB599)	26,821	27,390	27,678	28,372	29,223	3.0%	5.6%	1,545
42021	NHSTA (DMV)	15,375	10,302	16,000	23,319	26,000	11.5%	62.5%	10,000
42040	PEG	-	156	-					-
	Other Grants	-	508,588	-	1,234		-100.0%		-
<b>Public Property Leases and Rentals</b>									
43010	Town Hall Rentals	-		-		80			80
43020	River Mill Park Rentals	3,000	1,850	4,000	3,050	3,500	14.8%	-12.5%	(500)
43030	Mamie Davis Park Rentals	1,500	2,000	3,000	2,500	2,500	0.0%	-16.7%	(500)
	200 Mill Street Lease	7,613	2,731	7,727	7,727	7,843	1.5%	1.5%	116
	Other								
44010	General Fund Interest	10,200	28,145	25,000	33,115	25,000	-24.5%	0.0%	-
44040	Brick Program	300	-	300	150	800	433.3%	166.7%	500
44060	Other Revenues	1,000	10,189	1,700	9,154	5,000	-45.4%	194.1%	3,300
	Fund Transfers					44,060			44,060
	<b>General Fund Revenue Total</b>	<b>1,316,017</b>	<b>1,995,957</b>	<b>1,408,258</b>	<b>1,472,465</b>	<b>1,498,176</b>	<b>1.7%</b>	<b>6.4%</b>	<b>89,918</b>

## Expenses

Account	FY2026 Adopted Budget General Fund - Expenditures	FY2024 Budget	FY2024 Actual	FY2025 Adopted	FY2025 Projected	FY2026 Adopted	% to Proj	% to Budget	\$ to Budget
60000	Total Personnel Services	734,672	685,541	827,001	840,137	895,466	6.6%	8.3%	\$ 68,465
60400	Total Professional Services	\$ 174,325	\$ 164,482	\$ 175,967	\$ 171,044	\$ 177,780	3.9%	1.0%	\$ 1,813
60800	Total Information Technology Services	\$ 40,092	\$ 40,683	\$ 40,430	\$ 51,065	\$ 43,560	-14.7%	7.7%	\$ 3,130
61200	Total Materials and Supplies	\$ 31,125	\$ 32,121	\$ 34,850	\$ 36,415	\$ 34,500	-5.3%	-1.0%	\$ (350)
61600	Total Operational Services	10,172	\$ 6,472	9,200	\$ 7,605	\$ 8,500	11.8%	-7.6%	\$ (700)
62000	Total Contracts	122,135	\$ 110,006	125,103	\$ 118,489	\$ 137,774	16.3%	10.1%	\$ 12,671
62400	Total Insurance	40,300	\$ 38,352	43,500	\$ 39,491	\$ 45,023	14.0%	3.5%	\$ 1,523
62800	Total Public Information	4,036	\$ 3,201	4,050	\$ 3,475	\$ 3,352	-3.5%	-17.2%	\$ (698)
63200	Total Advertising	7,640	\$ 6,258	\$ 6,610	\$ 6,610	\$ 6,700	1.4%	1.4%	\$ 90
63600	Total Training and Travel	16,510	\$ 11,020	\$ 17,050	\$ 12,813	\$ 18,140	41.6%	6.4%	\$ 1,090
64000	Total Vehicles and Equipment	30,050	\$ 54,932	\$ 47,650	\$ 61,565	\$ 48,050	-22.0%	0.8%	\$ 400
64400	Total Seasonal	11,700	\$ 10,939	\$ 13,000	\$ 12,043	\$ 12,200	1.3%	-6.2%	\$ (800)
64800	Total Town Hall	12,624	\$ 11,931	\$ 11,344	\$ 11,597	\$ 11,437	-1.4%	0.8%	\$ 94
65200	Total Mill House Museum	6,500	\$ 66	\$ 6,500	\$ 11,921	\$ 6,500		0.0%	\$ -
65600	Total 200 Mill Street	\$ -	\$ -	\$ -	\$ -	\$ -			\$ -
66000	Total Police/PW Annex	3,190	\$ 8,545	\$ 3,350	\$ 5,402	\$ 5,150	-4.7%	53.7%	\$ 1,800
66400	Total Mill Street Storage	-	\$ -	-	\$ -	\$ -			\$ -
66800	Total River Mill Park and Facility	19,318	\$ 18,721	\$ 18,154	\$ 18,650	\$ 18,945	1.6%	4.4%	\$ 791
67200	Total Mamie Davis Park and Riverwalk	5,850	\$ 2,375	5,400	\$ 5,180	\$ 5,550	7.1%	2.8%	\$ 150
67600	Total Tanyard Hill Park	\$ -	\$ -	\$ -	\$ -	\$ -			\$ -
68000	Total Furnace Branch Park	\$ -	\$ -	\$ 500	\$ -	\$ 250			\$ (250)
68400	Total Streets and Sidewalks	\$ 2,800	\$ 949	2,500	\$ 1,768	\$ 2,500	41.4%	0.0%	\$ -
68800	Total Historic District	\$ 20,600	\$ 12,660	13,600	\$ 16,752	\$ 14,300	-14.6%	5.1%	\$ 700
69200	Special Events	-		-					\$ -
68900	Total Public Art Program	\$ -	\$ -	\$ 2,500	\$ -	\$ 2,500			\$ -
TBD	Total Fund Transfer	22,379	\$ -	-		\$ -			\$ -
TOTALS		\$ 1,316,017	\$ 1,219,253	\$ 1,408,258	\$ 1,432,022	\$ 1,498,176	4.6%	6.4%	\$ 89,918

**EVENTS FUND****Revenues**

Account	FY2026 Adopted Budget Events Fund - Revenues SUMMARY ALL ACTIVITIES	FY2024 Budget	FY2024 Actuals	FY2025 Budget	FY2025 Projected	FY2026 Adopted	% to Projected	% to Budget	\$ to Budget
<b>Event Revenues</b>									
47010	Sponsorships	42,500	19,097	34,000	18,500	26,800	44.9%	-21.2%	(7,200)
47020	Booth Rentals	160,375	111,734	166,000	174,940	187,575	7.2%	13.0%	21,575
47030	Shuttle Fees	61,100	28,545	60,500	65,457	71,500	9.2%	18.2%	11,000
47040	Parking Space Sales	8,900	3,825	10,500	8,450	9,875	16.9%	-6.0%	(625)
47060	Merchandise	3,000	1,603	1,125	450	200	-55.6%	-82.2%	(925)
47021	Ticket Sales	11,000	16,317	18,575	12,139	11,800	-2.8%	-36.5%	(6,775)
<b>Other Revenues</b>									
44040	Bricks Program	1,275	2,028	1,575	-	-		-100.0%	(1,575)
41160	Convenience Fees	5,875	7,377	4,550	2,885	5,627	95.1%	23.7%	1,077
44020	Events Fund Interest	1,200	32	-	20	25	25.0%		25
47000	Other Revenue	6,000	5,878	15,760	9,000	9,000	0.0%	-42.9%	(6,760)
47100	Cost Share Reimbursement	-	1,066	700	-	-			(700)
<b>Total Events Fund Revenues</b>		<b>301,225</b>	<b>197,503</b>	<b>313,285</b>	<b>291,841</b>	<b>322,402</b>	<b>10.5%</b>	<b>2.9%</b>	<b>9,817</b>

**Expenses**

Account	FY2026 Adopted Budget Events Fund - Expenses SUMMARY ALL ACTIVITIES	FY2024 Budget	FY2024 Actuals	FY2025 Budget	FY2025 Projected	FY2026 Adopted	% to Projected	% to Budget	\$ to Budget
60000	Total Personnel Services	84,475	70,178	98,371	84,750	82,562	-2.6%	-16.1%	(15,808)
60400	Total Professional Services	17,600	15,525	5,050	6,179	5,796	-6.2%	14.8%	746
60800	Total Information Tech Services	1,200	1,864	390	1,304	600	-54.0%	53.8%	210
61200	Total Material and Supplies	18,025	14,688	13,545	11,899	14,175	19.1%	4.7%	630
61600	Total Operational Services	-	292	-	-	-			
62000	Total Contracts	70,875	61,199	75,100	78,882	79,407	0.7%	5.7%	4,307
63200	Total Advertising	24,875	27,838	32,500	33,097	34,000	2.7%	4.6%	1,500
64000	Vehicles and Equipment	-	-	-	-	-			-
66800	River Mill Park and Facility	600	645	850	-	-		-100.0%	(850)
69210	Artisan Market	2,675	8,064	5,000	-	13,315		166.3%	8,315
69220	Volunteer Thank You Event	1,575	1,617	1,575	1,638	1,750	6.8%	11.1%	175
69250	River Mill Park Special Events	4,850	3,329	4,850	10,030	10,720	6.9%	121.0%	5,870
69290	Other Special Events	-	6,996	1,495	4,526	3,555	-21.5%	137.8%	2,060
69200	Total Special Events	9,100	20,006	12,920	16,194	29,340	81.2%	127.1%	16,420
<b>Total Events Fund Expenses</b>		<b>226,750</b>	<b>212,235</b>	<b>238,726</b>	<b>232,306</b>	<b>245,880</b>	<b>5.8%</b>	<b>3.0%</b>	<b>7,155</b>

**MAMIE DAVIS FUND\*****Revenues**

Account	FY2026 ADOPTED BUDGET - MAMIE DAVIS FUND	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 Projected	FY2025 Adopted	% to Projected	% to Budget	\$ to Budget
44030	Fund Interest Revenue	256	450	256	1194	840	-29.7%	228.1%	(584)
<b>Total Proposed Revenue</b>		<b>\$ 256</b>	<b>\$ 450</b>	<b>\$ 256</b>	<b>\$ 1,194</b>	<b>\$ 840</b>	<b>-29.7%</b>	<b>228.1%</b>	<b>(\$ 584)</b>

**Expenses**

Account	FY2026 ADOPTED BUDGET - MAMIE DAVIS FUND	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 Projected	FY2025 Adopted	% to Projected	% to Budget	\$ to Budget
70000	Capital Projects	-	-	-	-	3,200	%	%	3,200
<b>Total Proposed Revenue</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$3,200</b>	<b>%</b>	<b>%</b>	<b>\$ 3,200</b>

**E-SUMMONS FUND\*****Revenues**

Account	FY2026 Adopted Budget – E-Summons Fund Revenues	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 Projected	FY2025 Adopted	% to Projected	% to Budget	\$ to Budget
41170	E-Summons Revenue	11,500	17,244	15,250	14,116	14,500	2.7%	-4.9%	(750)
<b>E-Summons Fund Revenues Total</b>		<b>\$ 11,500</b>	<b>\$ 17,224</b>	<b>\$ 15,250</b>	<b>\$ 14,116</b>	<b>\$ 14,500</b>	<b>2.7%</b>	<b>-4.9%</b>	<b>(\$ 750)</b>

**Expenses**

Account	FY2026 Adopted Budget – E-Summons Fund Revenues	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 Projected	FY2025 Adopted	% to Projected	% to Budget	\$ to Budget
60860	Hardware/Software	4,300	3,825	5,600	5,754	8,500	4.1%	32.6%	2,900
60850	Internet Service	-	-	-	-	2,200	-	-	2,200
61220	Operational Supplies	1,200	418	1,600	800	1,200	50.0%	-25 %	(400)
<b>E-Summons Fund Expenses Total</b>		<b>\$ 5,500</b>	<b>\$ 4,242</b>	<b>\$ 7,200</b>	<b>\$ 6,554</b>	<b>\$ 11,900</b>	<b>81.6%</b>	<b>32.6%</b>	<b>\$ 4,700</b>

\* Designates restricted Funds.



# CAPITAL IMPROVEMENT PROGRAM

## FY 2025 - FY 2029

FY2026 Proposed 5-Year Budget Capital Improvement Program (CIP)	Activity	Strategic Framework	Funding Source	FY26	FY27	FY28	FY29	FY30	Totals
<b>Building and Parks Improvements</b>	<b>Public Works</b>		<b>CIP / Grants</b>	<b>\$ 33,725</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 53,725</b>
FY26 - River Mill Park Update	Public Works	CT3 - ITP	CIP	\$ 3,500					\$ 3,500
FY26 - Mill Street Storage Improvements	Public Works	CT3 - ITP	Grant / CIP	\$ 8,000					\$ 8,000
FY26 - River improvements (shed/fence)	Public Works	CT3 - ITP	CIP	\$ 9,500					\$ 9,500
FY26 - River Mill Park Remediation (drainage)	Public Works	CT3-ITP	CIP	\$ 12,725					\$ 12,725
FY27 - Mill House Museum - New windows and Door	Public Works	CT3 - ITP	CIP		\$ 10,000				\$ 10,000
FY28 - Mill House Museum - New Roof	Public Works	CT3 - ITP	CIP			\$ 10,000			\$ 10,000
<b>Information Technology Improvements</b>	<b>Administration</b>		<b>CIP / WC</b>	<b>\$ 7,000</b>	<b>\$ 6,000</b>	<b>\$ 3,000</b>	<b>\$ 3,000</b>	<b>\$ 3,000</b>	<b>\$ 22,000</b>
FY25-FY27 - Staff Laptop Replacement	Administration	OT2 - TIPE	CIP	\$ 3,000	\$ 3,000	\$ -	\$ -	\$ -	\$ 6,000
FY25-FY26 - Timed Parking Equipment	Administration	CT3 - PSP	WC	\$ 4,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 16,000
<b>Riverwalk Expansion</b>	<b>Public Works</b>		<b>WC / Grant</b>	<b>\$ -</b>	<b>\$ 998,000</b>	<b>\$ 400,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,398,000</b>
FY25-FY26 - Riverwalk Extensions	Public Works	CT1 - CR	WC / Grant		\$ 998,000	\$ 400,000			\$ 1,398,000
<b>Street and Parking Improvements</b>	<b>Public Works</b>		<b>CIP</b>	<b>\$ 5,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 75,000</b>	<b>\$ -</b>	<b>\$ 80,000</b>
FY26 - McKenzie Dr. Restriping	Public Works	CT2 - ITI	CIP	5,000					\$ 5,000
FY29 - Road Resurfacing	Public Works	CT2 - ITI	CIP				\$ 75,000		\$ 75,000
<b>Sidewalk Improvements</b>	<b>Public Works</b>		<b>CIP</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 40,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 40,000</b>
FY28 - Sidewalk Improvements	Public Works	CT2 - ITI	CIP			\$ 40,000			\$ 40,000
<b>Stormwater Improvements</b>	<b>Public Works</b>		<b>WC / Grant</b>	<b>\$ 1,130,031</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,130,031</b>
FY25 - Stormwater Implementation and Match	Public Works	CT1 - US	Grant/WC	\$ 1,130,031					\$ 1,130,031
<b>Streetscape and Infrastructure Improvements</b>	<b>Public Works</b>		<b>CIP</b>	<b>\$ 8,800</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 8,800</b>
FY26 Events Benches	Events	CT2 - ITI	CIP	\$ 1,800					\$ 1,800
FY26 Holiday Lights/Decorations	Events	CT2 - ITI	CIP	\$ 7,000					\$ 7,000
<b>Vehicles and Equipment Improvements</b>	<b>PS/PW/Event</b>		<b>CIP / Grants</b>	<b>\$ 110,000</b>	<b>\$ 74,500</b>	<b>\$ 74,500</b>	<b>\$ 74,500</b>	<b>\$ 68,500</b>	<b>\$ 402,000</b>
FY24-FY29 - Replacement PS Vehicles - Hybrid SUV	Public Safety	CT3 - PSV	599/CIP	\$ 18,000	\$ 18,000	\$ 18,000	\$ 18,000		\$ 72,000
FY26-FY31 - Replacement PS Vehicles	Public Safety	CT3 - PSV	599/CIP	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 100,000
FY27 - Public Works Truck	Public Works	CT3 - PWV	CIP		\$ 8,000	\$ 8,000	\$ 8,000	\$ 8,000	\$ 32,000
FY25 - Trailer - Fire Suppression / Command	Public Safety	CT3 - PSV	Grant	\$ 30,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 90,000
FY25-FY26 - Body Armor Replacement	Public Safety	CT3 - PSP	CIP/Grant	\$ 3,500				\$ 12,000	\$ 15,500
FY25-FY26 - Holiday Snowflake / Wreath Upgrade	Public Works	CT3 - ITP	CIP	\$ 10,000					\$ 10,000
FY25-FY29 - Police Record Management System/CAD	Public Safety	CT3 - PSP	CIP	\$ 3,500	\$ 3,500	\$ 3,500	\$ 3,500	\$ 3,500	\$ 17,500
FY24-FY28 - AXON Body Worn Camera System	Public Safety	CT3 - PSP	WC	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 50,000
FY26 Uniform Replacement	Public Safety	CT3 - PSP	CIP	\$ 10,000					\$ 10,000
FY26 Event Mobile Sound System	Events	OT1 - ETU	CIP	\$ 5,000					\$ 5,000
<b>Total</b>				<b>\$ 1,294,556</b>	<b>\$ 1,088,500</b>	<b>\$ 527,500</b>	<b>\$ 152,500</b>	<b>\$ 71,500</b>	<b>\$ 3,134,556</b>

Fund Source Summary	FY26	FY27	FY28	FY29	FY30	5-Year Total
<b>CIP Funds</b>	\$ 94,275	\$ 43,500	\$ 80,500	\$ 105,500	\$ 27,500	\$ 351,275
<b>Working Capital</b>	\$ 240,006	\$ 212,600	\$ 93,000	\$ 13,000	\$ 13,000	\$ 571,606
<b>599 Funding (Capital)</b>	\$ 19,000	\$ 19,000	\$ 19,000	\$ 19,000	\$ 10,000	\$ 86,000
<b>DOJBVP Grant</b>	\$ 1,750	\$ -	\$ -	\$ -	\$ 6,000	\$ 7,750
<b>EPA Community Grant</b>	\$ 904,025	\$ -	\$ -	\$ -	\$ -	\$ 904,025
<b>Other Grants</b>	\$ 35,500	\$ 813,400	\$ 335,000	\$ 15,000	\$ 15,000	\$ 1,213,900
<b>Total</b>	<b>\$ 1,294,556</b>	<b>\$ 1,088,500</b>	<b>\$ 527,500</b>	<b>\$ 152,500</b>	<b>\$ 71,500</b>	<b>\$ 3,134,556</b>

For questions on the Adopted Budget or the town budget process, contact the Town of Occoquan at [info@occoquanva.gov](mailto:info@occoquanva.gov) or call (703) 491-1918. Visit [www.occoquanva.gov](http://www.occoquanva.gov) for general information about the Town of Occoquan.