



OCCOQUAN TOWN COUNCIL
Meeting Minutes
Town Hall - 314 Mill Street, Occoquan, VA 22125
Tuesday, July 8, 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; Tammy Hassett, Events Director; Asma Rupani, Town Treasurer

1. CALL TO ORDER

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

2. PLEDGE OF ALLEGIANCE

3. CITIZENS' TIME

One resident and one business owner spoke during Citizens' Time.

Karl Austin, a resident from Sebring Court, raised a concern about a property on McKenzie Drive that is not being maintained and the grass/weeds are extremely high.

Mr. Whitmoyer replied that a notice of violation was sent out yesterday to the property owner.

Jordan Sanders, the business owner of Hello Jackson, spoke on behalf of several business owners who are negatively affected by not being able to place off premise signs under the current code. Specifically those businesses that do not have frontage on main streets.

Mayor Porta recommended that Ms. Sanders bring forward a proposal that she would like to see changed in the code. He also noted that directory signs had been installed in the past, but property owners failed to maintain them and keep them up to date with businesses.

Since there were no further citizen comments, Citizens' Time was closed.

4. CONSENT AGENDA

a. Request to Accept June 17, 2025, Town Council Meeting Minutes

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

Mayor Porta asked for unanimous consent to move up on the agenda the Town Treasurers' Report. There being no objection, the items were moved up on the agenda.

5. ADMINISTRATIVE REPORTS

a. Town Treasurers' Report

Ms. Rupani provided a written report as part of the agenda packet and responded to brief questions from Council.

Mayor Porta noted under the revenues and expenses that the meals taxes are still lagging behind and noted that under expenses payroll was less than budgeted.

Mr. Linn replied that the payroll is lower due to the loss of one staff member that had not yet been replaced.

Councilmember Love noted that there hasn't been any changes to the Operating Reserves since 2024.

Ms. Rupani replied that no changes have been made to the account.

Mayor Porta added that the Operating Reserves is money that is put aside for emergency purposes.

Councilmember Love asked if the account is interest bearing.

Mr. Linn replied that the Operating Reserves are in a Money Market Account, and any interest accumulated is moved to a general fund account.

6. MAYOR'S REPORT

Mayor Porta reported the following:

- On June 20th, he emceed Trivia Night in River Mill Park.
- On June 26th, he attended the retirement gathering for Julie Little.
- On June 29th, he briefly attended the Ogle Harris Way Anniversary Meeting at Leaf and Petal.
- On June 29th, he attended the ribbon cutting at Laura Jones Fine Art Gallery, along with Councilmember Perkins.
- On July 7th, he participated in Senator Warner's weekly call with local electives.

Mayor Porta passed out a matrix for the Planning Commission on their report.

7. COUNCILMEMBER REPORTS

Councilmember Perkins noted that he attended Julie Little's retirement gathering and mentioned how special Occoquan has become to Julie Little.

Councilmember Love noted that he attended the Occoquan Business Partners Meeting.

Councilmember Fithian noted that she attended Julie Little's retirement gathering and the Occoquan Business Partners Meeting.

8. BOARDS AND COMMISSIONS

Councilmember Perkins reported that the Planning Commission did not meet in June.

Architectural Review Board (ARB) Chair Seefeldt reported that the ARB met on June 24th and approved one application.

9. ADMINISTRATIVE REPORTS

a. Administrative Report

Mr. Linn provided a written report as part of the agenda packet.

Mayor Porta asked if there were any updates from the developer at the Mill at Occoquan.

Mr. Linn replied there was no new information from the developer.

Mayor Porta mentioned that the FOX5 Zip Trip is coming to Occoquan Friday, July 11th.

Mayor Porta asked a question regarding the water rescue assistance by the marine patrol that was referenced in the police report section.

Mr. Linn replied that it is primarily from kayakers that flip out and can't get back in, but that it is sometimes SUPs.

Vice Mayor Loges asked if she could have an update on Fairfax Water's position on their request for improvements to the concrete structure under River Mill Park.

Mr. Linn replied that staff is working with Fairfax Water on another avenue and currently waiting on a response.

Vice Mayor Loges asked who donated the mobile sound system.

Mr. Linn replied that it was donated by Ms. Hassett's church.

Vice Mayor Loges noted that there are only three months where meals taxes were still outstanding and she assumed that those were on the payment plan and that the May meals taxes are higher than the prior fiscal years.

Vice Mayor Loges also noted that the Occoquan Police are a model for community policing based off the police report for going above and beyond for the community and thanked the police.

Councilmember Perkins noted how the previous landscapers failed to plant the spring plantings and staff had to go out and do the spring plantings and thanked staff. He asked if the new landscaping contract contained the plantings for spring and fall.

Mr. Linn noted that plantings are laid out in the new contract.

b. Town Attorney's Report

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

10. REGULAR BUSINESS

a. Request to Execute Contract with Bates Trucking

Mr. Linn noted that the contractor came back today with the final amount, which is the \$114,000 in the agenda.

Councilmember Perkins asked about the cost setup for the renewals to the contract.

Mr. Linn replied that it is tied to the index of the Department of Labor and has historically been between 4.5% to 8% (percent).

Vice Mayor Loges moved to authorize the Town Manager to execute the FY 2026 Contract for Trash, Recycling, Bulk and Yard Waste Collection as presented for an amount not to exceed \$114,000. Councilmember Love seconded. Motion passed unanimously by voice vote.

11. DISCUSSION ITEMS**a. RiverFest 2025 Report**

Ms. Hassett presented a report to the Council and answered brief questions.

Mr. Forman presented on the uncaptured public safety costs as part of the RiverFest 2025 Report.

Council added to the agenda without objection, a Resolution to reschedule the August 5th Town Council Meeting to August 6th, as to not interfere with National Night Out on August 5th.

Councilmember Perkins moved to Adopt Resolution 2025-07 as presented to Reschedule the August 5th Town Council Meeting to August 6th. Vice Mayor Loges seconded. Motion passed unanimously by voice vote.

12. ADJOURNMENT

The meeting was adjourned at 8:09 p.m.



Philip Auville, Town Clerk