



OCOCOQUAN TOWN COUNCIL
Meeting Minutes - DRAFT
Town Hall – 314 Mill Street, Occoquan, VA 22125
Tuesday, November 19, 2025
7:00 p.m.

Present: Vice Mayor Jenn Loges, Councilmembers Robert Love, Theo Daubresse, and Eliot Perkins

Absent: Mayor Earnie Porta, Councilmember Fithian

Staff: Adam Linn, Town Manager / Chief of Police; Philip Auville, Deputy Town Treasurer; Kristin Shaw, Town Treasurer; Jason Forman, Deputy Chief of Police; Martin Crim, Town Attorney

1. CALL TO ORDER

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

2. CONSENT AGENDA

a. Request to Accept November 5th, 2025, Town Council Meeting Minutes

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

Before moving on to Regular Business, Town Manager Linn recognized and applauded staff for their excellent holiday decorating of Town Hall.

Town Manager Linn introduced the newly hired Town Treasurer, Kristin Shaw, to members of Town Council and gave them a brief review of her professional background.

3. REGULAR BUSINESS

a. Presentation and Request to Accept Fiscal Year 2024 Audit

Mike Moran, a CPA with Robinson, Farmer, Cox Associates came to present the 2024 Fiscal Year Audit to the Town Council. He answered questions from the Vice Mayor and Councilmembers.

Councilmember Love moved to accept the Fiscal Year 2024 Audit. Councilmember Perkins seconded. Motion passed unanimously by voice vote.

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

Nays: None

b. Request to Adopt Resolution of Congratulations to Inez Thurston

Vice Mayor Loges explained that Inez Thurston has been a parishioner for 72 years of Ebenezer Baptist Church, which was formerly located in Occoquan Virginia. The resolution recognizes and honors her on her 99th birthday.

Councilmember Love moved to accept resolution. Councilmember Daubresse seconded. Motion passed unanimously by voice vote.

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

Nays: None

4. DISCUSSION ITEMS

a. Discussion on Mill Street Pocket Park Mural Design Contest

Town Manager Linn presented the draft guidelines for the Mill Street Pocket Park Mural Design Contest. As a part of grant from the Department of Housing and Community Development, the Town plans to add a mural to this underutilized part of town.

Vice Mayor Loges asked if the wording was from previous mural projects and the purpose the community jurors. Town Manager Linn stated that the wording was based on previous mural contests but changed to fit the unique dimensions and scope of this project. He also explained that the community jurors were to create buy-in and interest in the community for the mural project. He also mentioned that the jurors would behave in an advisory role to Town Council who would have the final say in selecting the mural design.

Councilmember Daubresse asked if part of the grant would go to plantings and beautifying the landscape near the mural which Town Manager Linn affirmed.

Councilmember Love asked that a clause be amended to also request no religious messages to a line discouraging social or political messages. He also wanted to emphasize that the mural should showcase rivers and trails, two important aspects of the Town.

Councilmember Perkins mentioned that the Planning Commission's Strategic Plan suggests community involvement such as this to increase buy-in and community support for public art. He agreed with Councilmember Love that Occoquan as a river and trail town should be elevated from an example to something to keep in consideration when designing the mural. He also liked the idea of a wraparound mural.

Vice Mayor Loges suggested adding more objective criteria for the jurors' consideration.

b. Discussion on Advisory Bodies Leadership Roles

Town Manager Linn noted that the Planning Commission and ARB have upcoming elections. Over the past several years, members of the Town Council, Planning Commission, and ARB have discussed the potential benefits of establishing term limits for chairpersons and restricting the Town Council liaison from serving as chair. He stated that this would be an appropriate time for staff to receive guidance from the Council so that direction can be provided to the Planning Commission and ARB. .

There was a discussion regarding the Town Council Liaison serving as chair.

Vice Mayor Loges confirmed with the other Councilmembers that they were in favor of the Town Council liaison and Business Liaison not being the chair of the Planning Commission or the ARB.

Town Council next discussed term limits on chairperson positions.

Vice Mayor Loges indicated she was opposed to term limits because it could limit the amount of time a quality leader could be in power. She posited that elections are a guard rail against bad leadership. She mentioned that there is a lot of time and effort that goes into becoming a member of these Boards and Commissions and that this is a factor in discouraging new leaders.

Councilmembers Perkins brought up that there is a lack of prepared leaders in the Boards and Commissions. He suggested adding more continuing education and leadership development for members so that we have more members prepared to take leadership when needed.

Councilmember Daubresse discussed that longevity in office leads to a wealth of knowledge but can also lead to over dependence on leaders. He was in favor of including term limits.

Vice Mayor Loges asked if Town Staff could help ensure clear and effective elections.

Town Manager Linn responded that Staff is limited on what they can do, but each Commission and Board can write their own bylaws that add rules and regulations to elections and term limits. Staff can only provide suggestions to these Boards and Commissions.

Vice Mayor Loges confirmed that Council was in favor of limiting Council Liaison and business representatives from being elected as chairpersons and that they were not in favor of term limits.

5. 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)(1), a personnel matter involving: assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of the Town; specifically dealing with the Town Manager. Councilmember Love seconded. Motion passed unanimously by voice vote.

The Council went into closed session at 7:50 p.m.

The Council came out of closed session at 8:05 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 Love, Councilmember Perkins

Nays: None

6. BUSINESS AFTER CLOSED SESSION

Councilmember Perkins moved to approve a \$10,000 salary increase for the Town Manager as well as a one-time year-end bonus of \$2,500. Councilmember Daubresse seconded. Motion passed by roll call vote. Vice Mayor Loges expressed appreciation to Town Manager Linn for the exemplary work he has demonstrated and for the leadership he consistently provides to staff.

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

Nays: None

7. ADJOURNMENT

The meeting was adjourned at 8:08 p.m.



Megan Lubash, Town Clerk