



TOWN OF OCCOQUAN

Circa 1734 | Chartered 1804 | Incorporated 1874

314 Mill Street
PO BOX 195
Occoquan, VA 22125
(703) 491-1918
occoquanva.gov
info@occoquanva.gov

Occoquan Town Council

Town Council Meeting

May 19, 2026 | 7:00 p.m.

1. Call to Order
2. FY2027 Tax Rate Public Hearing
3. Consent Agenda
 - a. Request to Accept May 5, 2026, Town Council Meeting Minutes *pg. 2*
4. Regular Business
 - a. Request To Adopt Resolution Adopting a Voluntary "Share the Air" Tobacco-Free and Vape-Free Policy for Town Parks *pg.5*
 - b. Request to Adopt FY2027 Tax Rates *pg.18*
 - c. Request to Adopt FY2027 Annual Budget *pg.21*
 - d. Request To Approve Contract to Build Deck Behind Mill House Museum and Related Services *pg.31*
5. Discussion Items
 - a. Perfluorooctane Sulfonate (PFOS) Follow-up Discussion *pg.46*
6. Closed Session
7. Adjournment



TOWN OF OCCOQUAN

TOWN COUNCIL MEETING

Agenda Communication

2. Public Hearing	Meeting Date: May 19, 2026
2A: FY 2027 Proposed Budget Hearing	

Attachments: a. Public Hearing Advertisement

Submitted by: Adam C. Linn
Town Manager

Explanation and Summary:

This is a public hearing on the Proposed Fiscal Year (FY) 2027 Tax Rate. The Town Council held budget work sessions on February 3rd, February 17th, March 3rd, March 17th, April 7th, and April 21st, 2026.

Tax Rate Summary

This public hearing is intended to provide the public with the opportunity to comment on the proposed tax rates. This public hearing was advertised in Inside NoVa on May 7th 2026, as well as on the Town website and at locations around the town.

The Town Council may adopt the budget and tax rates on Tuesday, May 19, 2026. Fiscal Year 2027 will begin on July 1, 2026, and end on June 30, 2027.

Town Staff's Recommendation: Recommend closing the public hearing.

Cost and Financing: N/A

Account Number: N/A

Proposed/Suggested Motion:

"I move to close the public hearing."

OR

Other action Council deems appropriate.

TOWN OF OCCOQUAN, VIRGINIA NOTICE OF TOWN COUNCIL PUBLIC HEARING

TAX RATES IN SUPPORT OF THE FISCAL YEAR (FY) 2027 BUDGET

MAY 19, 2026 – 7:00 PM

PUBLIC HEARING TO SOLICIT COMMENT ON THE FOLLOWING:

1. Proposed FY2027 Real Estate Tax - Maintain the current real estate tax rate of \$0.116 per \$100 of the assessed value; and
2. Proposed FY2027 Meals Tax – Maintain the current meals tax rate of 3.5%; and
3. Proposed FY2027 Transient Occupancy Tax - Maintain the current transient occupancy tax rate of 7%; and
4. Proposed FY2026 Cigarette Sales Tax – Maintain the current rate of \$0.40 per pack or \$0.02 cents per each cigarette sold.

The Town Council may set the real estate tax rate at .116 cents per hundred dollars value or at a lower rate, but Virginia law does not allow a higher rate than appears in this advertisement. The Town Council may set other tax rates (such as meals tax or transient occupancy tax) either higher or lower than the advertised rates.

NOTICE OF PROPOSED REAL PROPERTY TAX INCREASE

The Town of Occoquan proposes to increase property tax levies.

1. Assessment Increase: Total assessed value of real property, excluding additional assessments due to new construction or improvements to property, exceeds last year's total assessed value of real property by 5.4 percent.
2. Lowered Rate Necessary to Offset Increased Assessment: The tax rate which would levy the same amount of real estate tax as last year, when multiplied by the new total assessed value of real estate with the exclusions mentioned above, would be \$0.11001 per \$100 of assessed value. This rate will be known as the "lowered tax rate."
3. Effective Rate Increase: The Town of Occoquan proposes to adopt a tax rate of \$0.116 per \$100 of assessed value. The difference between the lowered tax rate and the proposed rate would be \$0.00599 per \$100, or 5.4 percent. This difference will be known as the "effective tax rate increase."

Individual property taxes may, however, increase at a percentage greater than or less than the above percentage.

4. Proposed Total Budget Increase: Based on the proposed real property tax rate and changes in other revenues, the total budget of the Town of Occoquan is less than last year's budget by 19.7 percent.

A public hearing on the increase will be held on May 19, 2026, at 7:00 p.m. at Occoquan Town Hall, 314 Mill Street, Occoquan, VA 22125.

The location of this public hearing is believed to be accessible to persons with disabilities. Any person with questions on the accessibility of the facility should contact the Town Clerk at the above address, by telephone at (703) 491-1918, or by email townclerk@occoquanva.gov. Persons needing interpreter services for the hearing impaired and/or vision impaired must notify the Town Clerk no later than one week prior to the hearing.

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The Town Council of the Town of Occoquan, Virginia

5/7/26

PUBLIC SAFETY BRIEFS

DUMFRIES MAN SENTENCED ON FIREARMS CHARGES

A Dumfries man was sentenced April 29 to three years in federal prison for possession of a firearm and ammunition by a convicted felon after a confrontation at a Woodbridge gas station last summer.

Federal prosecutors said Jonathan Daniel Smith discharged a firearm during a fight with another gas station customer on July 21, 2025.

On July 24, 2025, Prince William County police officers recognized Smith from footage of the incident and apprehended him after a pursuit.

During the chase, Smith attempted to hide his handgun, which was loaded with 15 rounds of ammunition in an extended magazine, under a parked car, the U.S. Attorney's Office in Alexandria said in a news release. Witnesses directed law enforcement to the handgun's location.

A comparative analysis confirmed that a shell casing recovered from the shooting had been fired from Smith's handgun, the release said.

In 2023, Smith was convicted of being a felon in possession of a firearm. As a convicted felon, Smith cannot lawfully possess firearms or ammunition.

The Bureau of Alcohol, Tobacco, Firearms and Explosives Washington Field Division investigated this case with assistance from the Prince William County Police Department.

WOODBIDGE TEEN CHARGED AFTER 'GHOST GUN' DISCHARGE

A 19-year-old Woodbridge resident faces criminal charges after a firearm he was cleaning accidentally discharged Saturday, sending a projectile through a neighbor's wall and striking a water pipe.

Officers responded to the 5000 block of Anchorstone Drive at 8:09 p.m. on May 2 to investigate a report of property destruction, Prince William County police Lt. Jonathon Perok said in a news release.

Officers determined 19-year-old Elijah D'Mitri Miller was cleaning a firearm when it went off, Perok said. The bullet entered a neighboring apartment and ruptured a water line, causing water damage to multiple units in the building. No injuries were reported.

During the investigation, police discovered the weapon involved was a "ghost gun," a firearm manufactured without a serial number, Perok said.

Miller has been charged with reckless handling of a firearm and possession of a firearm without a serial number, police

said. He was released on a court summons.

SHOOTING IN SOUTHBRIDGE LEAVES 20-YEAR-OLD INJURED

A 20-year-old man suffered non-life-threatening injuries in a Sunday evening shooting in the Southbridge community outside Dumfries.

Police were called to the 2900 block of Hickory Creek Court at 6:23 p.m. for a report of a shooting and found the victim, who had been shot in the lower body, Prince William County police Lt. Jonathan Perok said in a news release.

He was taken to an area hospital with an injury that wasn't life-threatening.

A police K-9 searched the area for a crime scene and other parties possibly involved in the incident, neither of which were located, Perok said.

"The victim was not cooperative with investigators as to what led to the encounter," Perok said.

No suspect description was provided.

GUNMAN ROBS WOMAN'S PURSE IN WOODBRIDGE

Police are searching for the gunman who robbed a woman May 1 outside the Checks Cashed in Woodbridge.

Officers were called to 13251 Occoquan Road just after 2 p.m. where the victim, a 61-year-old woman, was exiting the business when she was approached by an unknown man, Prince William County police Sgt. Erin Noble said in a news release.

During the encounter, the suspect displayed a firearm, took the victim's purse and left the area in a light-colored sedan driven by another man, she said.

No injuries were reported.

The suspect was described as Black and tall with a thin build, with short, curly hair, wearing a black shirt, dark blue pants and white shoes. No description of the second suspect was provided.

MAN'S BODY FOUND NEAR HIGH SCHOOL

Police say no foul play is suspected in the death of a 39-year-old man whose body was found April 28 in a wooded area near Potomac High School in Dumfries.

Officers were called to the school at 3401 Panther Pride Drive at 1:36 p.m. for an unconscious person, Prince William County police Sgt. Erin Noble said. The man, who police have not publicly identified, was pronounced dead at the scene.

The man was not affiliated with the school, and preliminarily, there were no signs of foul play or any threat to the community, she said.

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TOWN OF OCCOQUAN

TOWN COUNCIL MEETING

Agenda Communication

3. Consent Agenda	Meeting Date: May 19, 2026
Request to Approve Consent Agenda	

Attachments: See below

Submitted by: Adam C. Linn
Town Manager

Explanation and Summary:

This is a request to approve the consent agenda:

- a. Request to Accept May 5, 2026, Town Council Meeting Minutes

Staff Recommendation: Recommend approval as presented.

Proposed/Suggested Motion:

"I move to approve the consent agenda."

OR

Other action Council deems appropriate.



OCCOQUAN TOWN COUNCIL
Meeting Minutes - DRAFT
Town Hall - 314 Mill Street, Occoquan, VA 22125
Tuesday, May, 5 2026
7:00 p.m.

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

Absent: None

Staff: Adam Linn, Town Manager / Chief of Police; Megan Lubash, Town Clerk / Assistant Town Manager; Jason Forman, Deputy Chief of Police; Kristin Shaw, Town Treasurer; Martin Crim, Town Attorney

1. CALL TO ORDER

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

Mayor Porta noted that Town Attorney Martin Crim and Town Engineer Bruce Reese were attending remotely.

2. PLEDGE OF ALLEGIANCE

3. CITIZENS' TIME

Two residents spoke during Citizens' Time.

Rick F., a resident of Washington Street, discussed his previous experience in education, management, and auditing. He commended the Town for presenting a balanced budget, noting that it reflected sound judgment and thoughtful tradeoffs. He recommended that the Town work with the Chesapeake Bay Foundation's VoiCeS program to promote greater understanding of and stewardship for the local watershed. He also suggested replacing the railroad ties at the intersection of Washington Street and Commerce Street in the next fiscal budget with decorative stone and ornamental landscaping, noting that the area serves as a prominent gateway into the Town and could be enhanced to promote civic pride and visual appeal.

Mary Lorraine C., a resident of Myrtle Place, stated that she had lived in Occoquan for 26 years and expressed disappointment regarding the Mosque. She voiced opposition to the awning signage containing religious mantras and asserted that the use of fire hydrant yellow on the handrails was inconsistent with Architectural Review Board guidelines. She further stated that, in her opinion, the wording on the sign was offensive to her Christian faith and commented that awnings should not function as billboards.

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

Mayor Porta noted that Councilmember Perkins was supportive of the beautification concept for the intersection of Washington Street and Commerce Street proposed by resident Rick F. The Mayor asked Town Manager Linn whether the area was owned by the Town, to which the Town Manager responded in the affirmative. Mayor Porta then directed Town staff to further evaluate the proposed project for

future consideration.

Turning to the comments raised by Mary Lorraine C., Mayor Porta noted that there was an outstanding Notice of Violation related to the sign on the Mosque property. He further stated that both he and the Town Manager were surprised by the signage placed on the awning, as only the awning itself had previously been approved by the Architectural Review Board.

Town Manager Linn explained that the Mosque had applied for a sign permit after the signage had been installed and they received notice of the violation. He further explained that the application was denied because the signage exceeded the allowable square footage under the Town Code. Mayor Porta emphasized that the wording displayed on the sign constituted protected speech under the First Amendment and, therefore, could not serve as a basis for denying a sign permit.

Mary Lorraine C. then inquired about the yellow handrailing at the property. Town Manager Linn responded that until the ARB Meeting they had no prior complaints regarding the railing color and noted that the Town generally operates on a complaint-based enforcement system. Following her complaint raised at the ARB on the matter, Town Manager Linn investigated and found that the Mosque had not received a Certificate of Appropriateness for the railing color change and that the property owner had been notified and indicated an intention to return the railing color to black.

Mary Lorraine C. continued to express concern regarding the religious messaging displayed on the sign. She also asked about limitations on the number of times an entity's name may appear on signage, stating that she understood the limit to be six occurrences. Mayor Porta directed Town staff to investigate the matter further.

4. 2027 BUDGET PUBLIC HEARING

Mayor Porta opened the public hearing at 7:19 PM.

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

Councilmember Perkins moved to close the public hearing at 7:20 PM. Councilmember Love seconded. Motion passed unanimously by voice vote.

5. CONSENT AGENDA

Vice Mayor Loges asked to take the request to adopt Police Week 2026 Proclamation out of the consent agenda to which all Town Councilmembers and the Mayor unanimously agreed.

a. Request to Accept the April 21st, 2026 Minutes

Councilmember Fithian moved to approve the request to accept consent agenda. Councilmember Daubresse seconded. Motion passed unanimously by voice vote.

b. Request to Adopt Police Week 2026 Proclamation

After the item was removed from the Consent Agenda, Vice Mayor Loges raised the Police Week 2026 Proclamation and noted that May 4th marked Police Memorial Day and paid tribute to the law enforcement officers who lost their lives during the previous year. She also expressed her appreciation for the members of the Occoquan Police Department, stating that she was deeply grateful for their hard work and service to the community.

Mayor Porta likewise expressed his appreciation for the Occoquan Police Department, commending the officers' strong sense of duty and professionalism. He noted his confidence in both their conduct and their ability to effectively de-escalate difficult situations.

Vice Mayor Loges then moved to approve the request to adopt the Police Week 2026 proclamation. Councilmember Love seconded. Motion passed unanimously by roll call vote.

6. ADVANCED ITEMS

The Mayor requested unanimous consent to move the Visit Occoquan Quarterly Report item and the Request to Waive Special Events Fee up on the agenda, to which all councilmembers unanimously agreed.

6a. Visit Occoquan Quarterly Report

Councilmember Fithian commended the report and inquired whether a spike in Instagram engagement during late January was related to a snow event. Sarah Burzio confirmed that one of the engagement peaks was associated with the snow; however, upon further review, she noted that the larger spike was attributable to exposure generated by an outside influencer. Ms. Burzio also referenced her participation in a podcast that promoted events occurring within the Town.

Ms. Burzio further explained that Visit Occoquan would be withdrawing from participation in the Virginia Main Street Program, noting that, following the departure of the former Deputy Town Manager, she could no longer meet the operational obligations required to remain in the program. Mayor Porta commented that the decision was also influenced by financial obligations that neither the Town nor Visit Occoquan could reasonably sustain.

The Mayor then asked whether the Town's level of involvement in the Virginia Main Street Program affected eligibility for the public art grant. Ms. Burzio responded that the Town had transitioned from the "Mobilizing" phase to the "Exploring" phase within the program structure.

7a. Request to Waive Special Events Fee for Visit Occoquan

Mayor Porta noted that this request related to Visit Occoquan's annual fundraising event and that the organization was seeking use of Mamie Davis Park along with a waiver of the associated fee. Town Manager Linn clarified that Town-based nonprofits are not typically charged a facility use fee; however, because the event would involve closure of the park, alcohol service, and ticket sales, a Special Event Permit and the associated \$25 application fee would ordinarily be required. Mayor Porta stated that the Council appeared comfortable waiving the fee. Town Manager Linn also noted that occupancy limitations would need to be evaluated.

Sarah Burzio described the proposed event, explaining that it would include a silent auction, food and beverage tastings, and a bar serving alcoholic beverages. Councilmember Perkins stated that the anticipated attendance needed to be determined in order to assess whether Mamie Davis Park could safely accommodate the event. He also suggested incorporating a portion of the Riverwalk into the event layout.

Mayor Porta asked whether additional police presence would be required. Town Manager Linn responded that the event would necessitate increased police staffing. Ms. Burzio added that the organization's ABC license requirements included controlled and monitored entrances and

exits. Councilmember Love raised additional concerns regarding occupancy calculations for the usable space within Mamie Davis Park.

Mayor Porta directed Town Manager Linn to coordinate with the Town Engineer to determine a safe occupancy limit for the park. Town Manager Linn further noted that he wished to consult with the Town Attorney regarding potential liability considerations associated with utilizing portions of the Riverwalk for the event.

Councilmember Love moved to approve the request from Visit Occoquan, Inc. to hold a fundraising event at Mamie Davis Park on October 17, 2026, or its designated rain date, and to authorize: (i) a waiver of the Special Event application fee; and (ii) an increase in event capacity to up to 150 attendees, subject to compliance with all applicable Town policies, permit requirements, and public safety conditions imposed by Town staff. The motion was seconded by Councilmember Perkins.

Vice Mayor Loges asked whether the wording of the motion would provide Town Manager Linn with the authority to make any necessary determinations following consultation with the Town Attorney and Town Engineer. Mayor Porta confirmed that the language of the motion would allow for such determinations.

The motion passed unanimously by voice vote.

7. MAYOR'S REPORT

Mayor Porta reported the following:

- On April 8th, he attended the Riverwalk Expansion Special Committee meeting.
- On April 10th, he attended the Leadership Prince William annual Evening of Excellence.
- On April 11th, he participated in Shad Run event.
- On April 13th, gave a tour to a group from Sacramento, CA ran by Sports Leisure Tourism
- On April 15th, meeting with Town Engineer and Town Manager Linn on Riverwalk Expansion issues.
- On April 17th, he and Town Maranger Linn met with Prince William County transportation officials about the Ellicott Street sidewalk project.
- On April 19th, he sponsored and attended the Zero Abuse Project dinner
- On April 22nd, he was a celebrity waiter at the Lake Ridge Rotary annual fundraiser luncheon.
- On April 24th, he gave a tour to Fairfax members of the Osher Lifelong Learning Institute
- On April 24th, he attended the celebration of life of Karen Smith
- On April 25th, he attended the grand opening for Cozy Calico Books.
- On April 27th, he attended the Arbor Day planting event at River Mill Park and he thanked council member Perkins for his work at the event.

Mayor Porta also talked to the members of the ARC of Prince William about adding a bench in honor of Karen Smith on the property or sidewalk at Spinaweb. Vice Mayor Loges noted that there are other benches that are not the recycled ones and to look into possibly using a similar one.

8. COUNCILMEMBER REPORTS

Councilmember Fithian noted that she attended the grand opening of the Cozy Calico Bookstore on April 25th and was impressed by the large turnout of attendees and authors. She remarked that it was

likely the largest grand opening she could recall and expressed appreciation for the variety of activities provided for children. Councilmember Fithian and Mayor Porta both commented that it may have been the largest ribbon-cutting event they had witnessed in the past ten years.

9. BOARDS AND COMMISSIONS

Councilmember Perkins, Chair of the Planning Commission, provided a brief update from the Commission's April meeting. He noted that the Commission continues to review and discuss the draft Comprehensive Plan 2036. Councilmember Perkins stated that beginning meetings 30 minutes earlier has allowed the Commission to conduct a more in-depth review of the document. He also noted that the draft Comprehensive Plan must be reviewed by the Virginia Department of Environmental Quality and the Virginia Department of Transportation before it is forwarded to the Town Council for consideration.

Architectural Review Board liaison Councilmember Daubresse provided an update on the Board's recent activities. He noted that the Board experienced a citizen comment period similar to that of the current Town Council meeting. Following the citizen comments, the Board added the matter to the agenda for discussion and ultimately decided to draft a response letter to the citizen. He further noted that the Board reviewed two applications during its April meeting, approving one application and denying the other.

Vice Mayor Loges inquired about the status of the letter. Town Manager Linn responded that he had been tasked with preparing the response and noted that he had reviewed the draft before forwarding it to Town Attorney Crim for legal review.

10. ADMINISTRATIVE REPORTS

a. Administrative Report

Town Manager Linn presented a written report and answered questions from the Council.

Mayor Porta asked whether the Union Street Crosswalk Project was intended to improve sidewalk access in order to meet ADA requirements, to which Town Manager Linn responded in the affirmative.

Vice Mayor Loges inquired about a balloon payment reportedly coming due for the Mill at Occoquan project. Councilmember Daubresse confirmed that a payment was due in April and stated that he would look further into the matter. The Vice Mayor also asked whether the numerous vehicles parked at 116 Washington Street indicated that the property would be used as an interim parking lot. Property owner Lance H., who was present in the audience, came forward to speak and explained that the vehicles were only temporarily parked there while repairs were being completed.

Councilmember Daubresse asked for an update on the status of the stormwater grant. Town Manager Linn responded that there had been no substantive change, noting that the grant funding had been awarded to the Town, but several administrative and bureaucratic steps remained before execution could occur. Councilmember Daubresse then asked whether the Town had a plan in place once funding was secured. Town Manager Linn confirmed that the Town had both a project plan and an implementation timeline prepared.

Councilmember Fithian asked about the status of the new unmanned aircraft system (UAS) that had been expected to arrive during the first quarter of the year. Town Manager Linn explained that

administrative delays on the vendor fulfillment side had slowed delivery, but he anticipated the drone would arrive within the coming days.

b. Town Treasurer's Report

Mayor Porta noted that most accounts were at the seventy-five percent mark.

Town Treasurer Shaw noted that Square had doubled 12k transactions into Quickbooks and that she had started tickets to get the problem resolved.

Mayor Porta asked for an update regarding the restaurant group in Town and whether they had entered into a payment plan with the Town. Town Treasurer Shaw stated that a letter had been sent offering the opportunity to establish a payment plan; however, no response had been received. Vice Mayor Loges noted that members of the restaurant group had reached out to her directly, but Town Treasurer Shaw explained that the continued lack of communication with both the Treasurer's Office and the Town Manager, coupled with ongoing delinquencies, had prompted the Town to pursue legal action.

Vice Mayor Loges recommended that the Town consider creating weekly backups of its QuickBooks Online financial records onto an external hard drive. Town Treasurer Shaw stated that the recommendation would be taken under advisement.

Vice Mayor Loges also requested an update regarding VRBO/HomeAway and Airbnb. Town Treasurer Shaw reported that the Town had not yet received a response from VRBO/HomeAway but had received communication from Airbnb. Vice Mayor Loges asked whether the Town could subpoena VRBO/HomeAway for information. Town Attorney Crim responded that he would research the issue further, though he was not optimistic that such efforts would produce a fruitful result.

Mayor Porta further noted his intention to close the Burke & Herbert bank account associated with the Occoquan Historical Society, as payroll operations had been transitioned to Square.

c. Town Attorney's Report

Town Attorney Crim updated the Town Council on certain Virginia House Bills. Mayor Porta wanted to know about the potential impact of Delegate Sewell's paid family and medical leave legislation, which Town Attorney Crim noted he would have to get back to the Mayor on.

Town Attorney Crim noted that the cannabis bill and collective bargaining bill has an action deadline of May 23rd. He also noted there was a FOIA bill that passed that does not allow you to add to an agenda after the agenda is published unless an item is time sensitive. Mayor Porta asked a hypothetical about adding a time sensitive matter to the agenda and possible enforcement and remedies for violations.

Councilmember Fithian asked about the gift to the Town in the Town Attorney's report. Town Manager Linn noted that it was from a resident to purchase a new motor for the police boat.

Mayor Porta requested unanimous consent to add to the agenda a discussion item regarding an email sent today to the Mayor and Council from Clerk of the Circuit Court Jacqueline Smith; there

was no objection. The Mayor characterized the matter as involving a disagreement between the Clerk's Office and the Chief Judge of the Prince William County Circuit Court regarding renovations sought by the judges that would result in the displacement of some of the Clerk's staff. Mayor Porta stated that he was reluctant for the town to take a position in a dispute between the Clerk's office and the judges. Councilmembers Fithian, Perkins, Love, and Daubresse each expressed agreement with taking no action.

11. Regular Business

a. Request to Approve Contract to Build Deck Behind Mill House Museum

Town Manager Linn explained that, following Council direction to explore an event space capable of accommodating approximately 50–75 people, staff initially received an estimate of approximately \$400,000 for a larger commercial-grade deck. Staff subsequently sought an alternative estimate from a commercial deck contractor for a smaller commercial-grade, ADA-compliant deck that included engineering services, with an estimated cost of approximately \$160,000.

Mayor Porta stated that the Town would continue pursuing the broader Riverwalk project, but noted that the proposed deck would provide a meaningful public amenity while long-term Riverwalk grant funding remained uncertain. Town Manager Linn added that the design would include a level entrance and a gate to limit access when necessary.

Councilmember Perkins asked for clarification regarding the higher estimate previously provided by Town Engineer Reese. Town Manager Linn explained that the earlier estimate contemplated a larger deck with construction extending into the water and included studies, materials, and associated infrastructure costs. Councilmember Daubresse stated that he would also like to obtain a second estimate.

The Council then engaged in a broader discussion regarding the proposed deck, including its potential use as an event venue, public amenity, or future Riverwalk connection. Councilmember Perkins asked about a possible connection to the Mill House Museum. Town Manager Linn noted that Prince William Home Improvement had estimated approximately \$10,000 to install a door, though the Occoquan Historical Society preferred either no door or one that would be historically appropriate at a later date.

Councilmember Perkins also noted that, if the space were to be used for events and rentals, additional electrical outlets should be installed throughout the deck area. Town Manager Linn responded that electrical upgrades to the Mill House Museum would likely be necessary, along with additional outlets and related infrastructure on the deck itself.

Mayor Porta asked whether the Council envisioned the deck primarily as an event space or as a general public amenity. Vice Mayor Loges raised security concerns regarding the secluded rear portion of the deck, while Mayor Porta indicated he viewed the space as primarily event-oriented. Councilmembers Perkins, Love, and Daubresse expressed support for maintaining public access similar to River Mill Park and Mamie Davis Park, while allowing the space to be reserved and closed during private events. Additional concerns were raised regarding railing safety, lighting, and security.

Councilmember Fithian asked whether the project would include protections against cost overruns. Town Manager Linn responded that the proposal was based on a fixed-price contract. She also questioned whether the expenditure would impact Riverwalk funding reserves. Mayor Porta noted that the Town maintained approximately \$700,000 in reserves and stated that sufficient funding

would remain available to support future grant-based Riverwalk efforts. Vice Mayor Loges requested additional pricing information regarding electrical work from the Town's contractors.

Mayor Porta then invited comments from the two members of the public in attendance. Lance H. offered several observations and recommendations, which the Mayor and Councilmembers took under consideration.

12. DISCUSSION ITEMS

a. Fish Advisory Discussion

Vice Mayor Loges noted a new advisory issued by the Virginia Department of Health (VDH) recommending against consuming fish from the Occoquan Reservoir due to PFOS "forever chemicals," which bioaccumulate in predator fish such as largemouth bass. She also noted that largemouth bass in portions of the Potomac River are already subject to advisories related to PCBs. Vice Mayor Loges requested that staff investigate the matter further and consider submitting FOIA requests to the Virginia Department of Environmental Quality and VDH to better understand what testing was conducted, where samples were taken, and how the testing was performed.

Vice Mayor Loges stated that her concerns centered on risk management, public perception, and the overall health of the river. She also suggested that future fishing events in Town be conducted on a catch-and-release basis. Town Manager Linn noted that current advisories essentially place consumption at an individual's own risk and observed that at least one prior event involving invasive species had operated under a catch-and-kill framework.

Vice Mayor Loges asked Town Attorney Crim whether the Town had any obligation to post signage regarding the advisory. Town Attorney Crim responded that he was not aware of any legal requirement and would research the matter further.

Councilmember Perkins expressed support for additional testing, noting that if PFOS contamination existed within the reservoir, it could also affect portions of the Occoquan River adjacent to the Town. He emphasized the importance of providing accurate information to the public and expressed concern about maintaining public confidence in both the safety of the drinking water supply and recreational use of the river. Mayor Porta agreed that any public messaging on the issue should be handled carefully, noting that fishing activity in Town is primarily recreational in nature.

13. ADJOURNMENT

The meeting was adjourned at 9:39 p.m.

Megan Lubash, Town Clerk



TOWN OF OCCOQUAN

TOWN COUNCIL MEETING

Agenda Communication

4. Regular	Meeting Date: May 19, 2026
4A: Request to Adopt Resolution R-2026-07 regarding Share the Air Policy in Town Parks	

Attachments: a. Draft Resolution R-2026-07

Submitted by: Adam C. Linn
Town Manager

Explanation and Summary:

This is a request to adopt a voluntary "Share the Air" tobacco-free and vape-free policy for town parks and recreational areas.

Background:

The Share the Air Virginia initiative is a statewide public health campaign that encourages municipalities, parks, and recreational organizations to voluntarily establish tobacco-free and vape-free outdoor public spaces. The program promotes healthy recreational environments, reduction of tobacco-related litter, and protection of the public from secondhand smoke and aerosol exposure.

The proposed Resolution would establish a voluntary policy encouraging residents and visitors to refrain from the use of tobacco products and electronic smoking devices within Town-owned parks and public recreational spaces. The policy is educational and self-enforcing in nature and does not create criminal penalties or civil enforcement mechanisms.

Staff Recommendation: Recommend approval as presented.

Cost and Financing: None

Account Number: None

Proposed/Suggested Motion:

"I move to adopt Resolution R-2026-07 to adopt a voluntary "Share the Air" tobacco-free and vape-free policy for town parks and recreational areas."

OR

Other action Council deems appropriate.

**TOWN OF OCCOQUAN, VIRGINIA
RESOLUTION**

RESOLUTION ADOPTING A VOLUNTARY “SHARE THE AIR” TOBACCO-FREE AND VAPE-FREE POLICY FOR TOWN PARKS

WHEREAS, the Town Council of the Town of Occoquan recognizes the importance of promoting a clean, healthy, and safe environment for residents and visitors; and

WHEREAS, tobacco products and electronic smoking devices create litter, negatively impact environmental quality, and expose the public to secondhand smoke and aerosol emissions; and

WHEREAS, tobacco smoke and aerosol emissions are recognized health hazards and may contribute to asthma, respiratory illness, and other adverse health conditions, particularly among children and other vulnerable populations; and

WHEREAS, discarded cigarette butts, vape cartridges, and nicotine-related waste create environmental and ingestion hazards for children, pets, wildlife, and waterways; and

WHEREAS, the Share The Air Virginia campaign encourages municipalities and local governments to voluntarily establish tobacco-free and vape-free outdoor recreational areas through public education, signage, and community cooperation; and

WHEREAS, the Town Council desires to encourage healthy public spaces and promote voluntary compliance with tobacco-free and vape-free practices in Town-owned recreational and public gathering areas; and

WHEREAS, the Town Council finds that adoption of a voluntary policy is in the best interests of the health, safety, welfare, and environmental stewardship goals of the Town.

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Occoquan, Virginia as follows:

Section 1. Purpose

The purpose of this Resolution is to promote a clean, healthy, and safe environment in Town-owned parks, recreational areas, trails, and public open spaces by encouraging the voluntary elimination of tobacco use and electronic smoking device use within such areas.

Section 2. Voluntary Tobacco-Free and Vape-Free Policy

The Town of Occoquan hereby establishes a voluntary “Share the Air” policy encouraging all persons to refrain from the use of tobacco products and electronic smoking devices in Town-

owned parks, playgrounds, trails, waterfront areas, public event spaces, and other outdoor recreational or public gathering areas owned or controlled by the Town.

Section 3. Definitions

For purposes of this Resolution:

“Tobacco Product” includes cigarettes, cigars, pipes, smokeless tobacco, chewing tobacco, snuff, nicotine products, and any other product containing nicotine intended for human consumption, including components and accessories associated with such products.

“Electronic Smoking Device” means any device that may be used to deliver aerosolized or vaporized substances to a person inhaling from the device, including e-cigarettes, vape pens, e-cigars, e-pipes, and similar devices.

Section 4. Implementation

The Town Manager or designee is authorized to:

1. Coordinate participation in the Share The Air Virginia initiative;
2. Install or post appropriate educational and informational signage in Town recreational and public gathering areas;
3. Promote public awareness of the policy through the Town website, social media, and community outreach efforts;
4. Encourage voluntary compliance with the policy by residents, visitors, event organizers, and participants; and
5. Utilize available educational resources and materials provided through the Share The Air Virginia program.

Section 5. Enforcement

This Resolution establishes a voluntary public health and environmental policy and is intended to be educational and self-enforcing in nature. Nothing herein shall be construed to create a criminal offense, civil penalty, or independent enforcement authority.

Section 6. Effective Date

This resolution shall become effective upon adoption.

Adopted by the Town Council of the Town of Occoquan, Virginia this 19th Day of May, 2026.

MOTION: _____

DATE: May 19, 2026
Town Council Meeting

SECOND: _____

Votes

Ayes:

Nays: None

Absent from Vote: None

Absent from Meeting: None

BY ORDER OF THE TOWN COUNCIL

Attested:

Earnest W. Porta, Jr., Mayor

Megan Lubash, Town Clerk



TOWN OF OCCOQUAN

TOWN COUNCIL MEETING

Agenda Communication

4. Regular Business	Meeting Date: May 19, 2026
4B: Request to Adopt FY2027 Tax Rates	

Attachments: a. Public Hearing Advertisement

Submitted by: Adam C. Linn
Town Manager

Explanation and Summary:

This is a request to adopt the Proposed Tax Rates for Fiscal Year (FY) 2027. The Town Council held budget work sessions on February 3rd, February 17th, March 3rd, March 17th, April 7th, and April 21st, 2026. In addition, the Town Council held public hearings to obtain public input on the proposed budget on May 5, 2026, and on the proposed tax rates on May 19, 2026.

The published proposed tax rates include recommendations garnered from discussions held by the Town Council, staff, and the community throughout the budget process. The proposed tax rates are set forth below:

The Proposed Tax Rates are posted on the Town's website at www.occoquanva.gov and are available in Town Hall, 314 Mill Street, Monday – Friday, 9 a.m. to 4 p.m.

Tax Rate Summary

1. Proposed FY2026 Real Estate Tax – Maintain the current real estate tax rate of \$0.116 per \$100 of the assessed value; and
2. Proposed FY2026 Meals Tax – Maintain the current meals tax rate of 3.5%; and
3. Proposed FY2026 Transient Occupancy Tax - Maintain the current transient occupancy tax rate of 7%.
4. Proposed FY2026 Cigarette Sales Tax – Levy new tax at a rate of \$0.40 per pack or \$0.02 cents per each cigarette sold.

Town Manager's Recommendation: Recommend adoption of the FY2027 tax rates in support of the FY2027 budget.

Cost and Financing: N/A

Account Number: N/A

Proposed/Suggested Motion:

"I move to set a real estate tax rate for the Fiscal Year 2027 beginning July 1, 2026, of \$0.116 [OR _____] per \$100 of assessed valuation."

AND

"I move to set a meals tax rate for the Fiscal Year 2027 beginning July 1, 2026, of three and one-half percent (3.5%) [OR _____ percent]."

AND

"I move to set a transient occupancy tax rate for the Fiscal Year 2027 beginning July 1, 2026, of seven percent (7%) [OR _____ percent]."

AND

"I move to set the cigarette sales tax for the Fiscal Year 2027 beginning July 1, 2026, at the rate of \$0.40 per pack or \$0.02 cents per cigarette sold [OR _____]."

OR

Other action Council deems appropriate.

TOWN OF OCCOQUAN, VIRGINIA NOTICE OF TOWN COUNCIL PUBLIC HEARING

TAX RATES IN SUPPORT OF THE FISCAL YEAR (FY) 2027 BUDGET

MAY 19, 2026 – 7:00 PM

PUBLIC HEARING TO SOLICIT COMMENT ON THE FOLLOWING:

1. Proposed FY2027 Real Estate Tax - Maintain the current real estate tax rate of \$0.116 per \$100 of the assessed value; and
2. Proposed FY2027 Meals Tax – Maintain the current meals tax rate of 3.5%; and
3. Proposed FY2027 Transient Occupancy Tax - Maintain the current transient occupancy tax rate of 7%; and
4. Proposed FY2026 Cigarette Sales Tax – Maintain the current rate of \$0.40 per pack or \$0.02 cents per each cigarette sold.

The Town Council may set the real estate tax rate at .116 cents per hundred dollars value or at a lower rate, but Virginia law does not allow a higher rate than appears in this advertisement. The Town Council may set other tax rates (such as meals tax or transient occupancy tax) either higher or lower than the advertised rates.

NOTICE OF PROPOSED REAL PROPERTY TAX INCREASE

The Town of Occoquan proposes to increase property tax levies.

1. Assessment Increase: Total assessed value of real property, excluding additional assessments due to new construction or improvements to property, exceeds last year's total assessed value of real property by 5.4 percent.

2. Lowered Rate Necessary to Offset Increased Assessment: The tax rate which would levy the same amount of real estate tax as last year, when multiplied by the new total assessed value of real estate with the exclusions mentioned above, would be \$0.11001 per \$100 of assessed value. This rate will be known as the "lowered tax rate."

3. Effective Rate Increase: The Town of Occoquan proposes to adopt a tax rate of \$0.116 per \$100 of assessed value. The difference between the lowered tax rate and the proposed rate would be \$0.00599 per \$100, or 5.4 percent. This difference will be known as the "effective tax rate increase."

Individual property taxes may, however, increase at a percentage greater than or less than the above percentage.

4. Proposed Total Budget Increase: Based on the proposed real property tax rate and changes in other revenues, the total budget of the Town of Occoquan is less than last year's budget by 19.7 percent.

A public hearing on the increase will be held on May 19, 2026, at 7:00 p.m. at Occoquan Town Hall, 314 Mill Street, Occoquan, VA 22125.

The location of this public hearing is believed to be accessible to persons with disabilities. Any person with questions on the accessibility of the facility should contact the Town Clerk at the above address, by telephone at (703) 491-1918, or by email townclerk@occoquanva.gov. Persons needing interpreter services for the hearing impaired and/or vision impaired must notify the Town Clerk no later than one week prior to the hearing.

The Town Council of the Town of Occoquan, Virginia

5/7/26

PUBLIC SAFETY BRIEFS

DUMFRIES MAN SENTENCED ON FIREARMS CHARGES

A Dumfries man was sentenced April 29 to three years in federal prison for possession of a firearm and ammunition by a convicted felon after a confrontation at a Woodbridge gas station last summer.

Federal prosecutors said Jonathan Daniel Smith discharged a firearm during a fight with another gas station customer on July 21, 2025.

On July 24, 2025, Prince William County police officers recognized Smith from footage of the incident and apprehended him after a pursuit.

During the chase, Smith attempted to hide his handgun, which was loaded with 15 rounds of ammunition in an extended magazine, under a parked car, the U.S. Attorney's Office in Alexandria said in a news release. Witnesses directed law enforcement to the handgun's location.

A comparative analysis confirmed that a shell casing recovered from the shooting had been fired from Smith's handgun, the release said.

In 2023, Smith was convicted of being a felon in possession of a firearm. As a convicted felon, Smith cannot lawfully possess firearms or ammunition.

The Bureau of Alcohol, Tobacco, Firearms and Explosives Washington Field Division investigated this case with assistance from the Prince William County Police Department.

WOODBIDGE TEEN CHARGED AFTER 'GHOST GUN' DISCHARGE

A 19-year-old Woodbridge resident faces criminal charges after a firearm he was cleaning accidentally discharged Saturday, sending a projectile through a neighbor's wall and striking a water pipe.

Officers responded to the 5000 block of Anchorstone Drive at 8:09 p.m. on May 2 to investigate a report of property destruction, Prince William County police Lt. Jonathon Perok said in a news release.

Officers determined 19-year-old Elijah D'Mitri Miller was cleaning a firearm when it went off, Perok said. The bullet entered a neighboring apartment and ruptured a water line, causing water damage to multiple units in the building. No injuries were reported.

During the investigation, police discovered the weapon involved was a "ghost gun," a firearm manufactured without a serial number, Perok said.

Miller has been charged with reckless handling of a firearm and possession of a firearm without a serial number, police

said. He was released on a court summons.

SHOOTING IN SOUTHBRIDGE LEAVES 20-YEAR-OLD INJURED

A 20-year-old man suffered non-life-threatening injuries in a Sunday evening shooting in the Southbridge community outside Dumfries.

Police were called to the 2900 block of Hickory Creek Court at 6:23 p.m. for a report of a shooting and found the victim, who had been shot in the lower body, Prince William County police Lt. Jonathan Perok said in a news release.

He was taken to an area hospital with an injury that wasn't life-threatening.

A police K-9 searched the area for a crime scene and other parties possibly involved in the incident, neither of which were located, Perok said.

"The victim was not cooperative with investigators as to what led to the encounter," Perok said.

No suspect description was provided.

GUNMAN ROBS WOMAN'S PURSE IN WOODBRIDGE

Police are searching for the gunman who robbed a woman May 1 outside the Checks Cashed in Woodbridge.

Officers were called to 13251 Occoquan Road just after 2 p.m. where the victim, a 61-year-old woman, was exiting the business when she was approached by an unknown man, Prince William County police Sgt. Erin Noble said in a news release.

During the encounter, the suspect displayed a firearm, took the victim's purse and left the area in a light-colored sedan driven by another man, she said.

No injuries were reported.

The suspect was described as Black and tall with a thin build, with short, curly hair, wearing a black shirt, dark blue pants and white shoes. No description of the second suspect was provided.

MAN'S BODY FOUND NEAR HIGH SCHOOL

Police say no foul play is suspected in the death of a 39-year-old man whose body was found April 28 in a wooded area near Potomac High School in Dumfries.

Officers were called to the school at 3401 Panther Pride Drive at 1:36 p.m. for an unconscious person, Prince William County police Sgt. Erin Noble said. The man, who police have not publicly identified, was pronounced dead at the scene.

The man was not affiliated with the school, and preliminarily, there were no signs of foul play or any threat to the community, she said.

WANT TO SUBMIT
YOUR NEWS?

Email info@insidenova.com



TOWN OF OCCOQUAN

TOWN COUNCIL MEETING

Agenda Communication

4. Regular Business	Meeting Date: May 19, 2026
4C: Request to Adopt FY2027 Annual Budget	

Attachments: a. [FY 2027 Proposed Budget – via Website](#)
b. Public Hearing Advertisement

Submitted by: Adam C. Linn
Town Manager

Explanation and Summary:

This is a request to adopt the FY 2027 Annual Budget.

The Town began its FY2027 budget process in February 2026 and held six budget work sessions to discuss the proposed tax rates and budget on February 3rd, February 17th, March 3rd, March 17th, April 7th, and April 21st, 2026. In addition, the Town Council held public hearings to obtain public input on the proposed budget on May 5, 2026, and on the proposed tax rates on May 19, 2026.

The proposed budget document, attached and available via a link to the Town website at www.occoquanva.gov, includes recommendations garnered from discussions held by the Town Council, staff, and the community throughout the budget process.

Budget Summary:

		FY 2026 Adopted	FY 2027 Proposed	Difference	% Increase/ Decrease
General Fund	Revenues	\$1,498,176	\$1,586,786	\$88,610	5.9%
	Expenses	\$1,498,176	\$1,586,786	\$88,610	5.9%
Events Fund	Revenues	\$322,402	\$323,797	\$1,395	0.4%
	Expenses	\$245,880	\$236,379	-\$9,501	-3.9%
Capital Improvement Fund	Revenues	\$2,292,556	\$1,389,231	-\$903,325	-39.4%
	Expenditures	\$2,292,556	\$1,389,231	-\$903,325	-39.4%
Mamie Davis Fund	Revenues	\$840	\$1,000	\$160	19.0%
	Expenses	\$3,200	-	-\$3,200	-100.0%
E-Summons Fund	Revenues	\$14,500	\$15,000	\$500	3.4%
	Expenses	\$11,900	\$13,160	\$1,260	10.6%

Town Manager's Recommendation: Recommend adoption and appropriation of the FY 2027 Annual Budgets and Capital Improvement Plan as submitted.

Cost and Financing: N/A

Account Number: N/A

Proposed/Suggested Motion:

"I move to adopt the Fiscal Year 2027 General Fund Budget beginning July 1, 2026, as presented in the amount of \$1,586,786 [OR _____] in expenses and \$1,586,786 [OR _____] in revenue and appropriate the funds for the expenses shown in the budget."

AND

"I move to adopt the Fiscal Year 2027 Events Fund Budget beginning July 1, 2026, as presented in the amount of \$236,379 [OR _____] in expenses and \$323,797 [OR _____] in revenues and appropriate the funds for the expenses shown in the budget."

AND

"I move to adopt the Fiscal Year 2027 Capital Improvement Plan beginning July 1, 2026, as presented in the amount of \$1,389,231 [OR _____] in expenses and \$1,389,231 [OR _____] in revenues and appropriate the funds for the expenses shown in the budget."

AND

"I move to adopt the Fiscal Year 2027 Mamie Davis Fund Budget beginning July 1, 2026, as presented in the amount of \$0 in expenses and \$1,000 in revenues and appropriate the funds for the expenses shown in the budget."

AND

"I move to adopt the Fiscal Year 2027 E-Summons Fund Budget beginning July 1, 2026, as presented in the amount of \$13,160 in expenses and \$15,000 in revenues and appropriate the funds for the expenses shown in the budget."

OR

Other action Council deems appropriate.

FY2027 DRAFT - MAMIE DAVIS FUND (Restricted)

FY2027 ADOPTED BUDGET - MAMIE DAVIS FUND - Revenue	FY2025 Adopted	FY2025 Actual	FY2026 Adopted	FY2026 Projected	FY2027 Adopted	% to Projected	% to Budget	\$ to Budget
Fund Interest Revenue	\$ 256	\$ 1,194	\$ 840	\$ 1,335	\$ 1,000	-25.1%	19.0%	160
Total Proposed Revenue	\$ 256	\$ 1,194	\$ 840	\$ 1,335	\$ 1,000	-25.1%	19.0%	160
FY2027 ADOPTED BUDGET - MAMIE DAVIS FUND - Expenses	FY2025 Adopted	FY2025 Actual	FY2026 Adopted	FY2026 Projected	FY2027 Adopted	% to Projected	% to Budget	\$ to Budget
Capital Projects	\$ -	\$ -	\$ 3,200	\$ 3,200	\$ -	0.0%	0.0%	\$ (3,200)
Total Proposed Expenses	\$ -	\$ -	\$ 3,200	\$ 3,200	\$ -	0.0%	0.0%	\$ (3,200)
Total Fund Net	\$ 256	\$ 1,194	\$ (2,360)	\$ (1,865)	\$ 1,000	-153.6%	-142.4%	\$ 3,360

Fund Balance Estimate Mamie Davis Fund

Fund Balance (6/30/2025)	\$ 8,879
Capital Expense FY26	(3,200)
Revenue FY26	1,335
Fund Balance Estimate 6/30/2026	\$ 7,014
Capital Expenses FY2027	-
Revenue FY27	1,000
Fund Balance Estimate 6/30/2027	\$ 8,014

FY2027 PROPOSED BUDGET - e-SUMMONS FUND (Restricted)

Revenue Sources	FY2025 Adopted	FY2025 Actual	FY2026 Adopted	FY2026 Projected	FY2027 Proposed	Increase/ Decrease (%) Over Budget	Increase/ Decrease (\$) Over Budget
E-Summons Revenue	\$ 15,250	\$ 14,541	\$ 14,500	\$ 14,900	\$ 15,000	3%	\$ 500
Total Proposed Revenue	\$ 15,250	\$ 14,541	\$ 14,500	\$ 14,900	\$ 15,000	3%	\$ 500
Expenses	FY2025 Adopted	FY2025 Actual	FY2026 Adopted	FY2026 Projected	FY2027 Proposed	Increase/ Decrease (%) Over Budget	Increase/ Decrease (\$) Over Budget
Hardware/Software Maintenance	\$ 5,600	\$ 5,568	\$ 8,500	\$ 7,696	\$ 9,500	12%	\$ 1,000
Internet Service	\$ -	\$ -	\$ 2,200	\$ 2,200	\$ 2,400		\$ 2,200
Operational Supplies	\$ 1,600	\$ 690	\$ 1,200	\$ 1,172	\$ 1,260	5%	\$ 60
Total Proposed Expenditures	\$ 7,200	\$ 6,258	\$ 11,900	\$ 11,068	\$ 13,160	11%	\$ 1,260
Total Fund Net	\$ 8,050	\$ 8,283	\$ 2,600	\$ 3,832	\$ 1,840	-29%	\$ (760)

e-Summons Fund Balance Estimate

5Fund Balance (6/30/2024)	\$ 56,420
Expense FY2025	11,068
Revenue FY2025	14,900
Fund Balance Estimate 6/30/2026	\$ 60,252
Expenses FY2026	13,160
Revenue FY2026	15,000
Fund Balance Estimate 6/30/2027	\$ 62,092

FY2027 PROPOSED BUDGET - EVENT FUND							
Revenue Source	FY2025 Actuals	FY2026 Budget	FY2026 Projected	FY2027 Proposed	% to Projected	% to Budget	\$ to Budget
Event Revenues							
Sponsorships	21,548	26,800	22,530	24,525	8.9%	-8.5%	(2,275)
Booth Rentals	192,416	187,575	191,950	191,500	-0.2%	2.1%	3,925
Shuttle Fees	61,439	71,500	68,656	71,500	4.1%	0.0%	-
Parking Space Sales	8,325	9,875	8,825	9,000	2.0%	-8.9%	(875)
Merchandise	104	200	364	2,520	592.3%	1160.0%	2,320
Ticket Sales	12,139	11,800	7,900	6,400	-19.0%	-45.8%	(5,400)
Other Revenues							
Bricks Program	304	-	-	-			-
Convenience Fees	7,007	5,627	5,030	8,352	66.0%	48.4%	2,725
Events Fund Interest	-	25	-	-		-100.0%	(25)
Other Revenue	9,000	9,000	9,000	10,000	11.1%	11.1%	1,000
Total Events Fund Revenues	312,282	322,402	314,255	323,797	3.0%	0.4%	1,395
Expenses	FY2025 Actuals	FY2026 Budget	FY2026 Projected	FY2027 Proposed	% to Projected	% to Budget	\$ to Budget
Total Personnel Services	87,164	82,562	74,173	80,382	8.4%	-2.6%	(2,180)
Total Professional Services	6,507	5,796	3,957	8,352	111.1%	44.1%	2,556
Total Information Tech Services	677	600	600	600	0.0%	0.0%	-
Total Material and Supplies	11,159	14,175	10,781	12,700	17.8%	-10.4%	(1,475)
Total Contracts	-	-	-	-			-
Total Advertising	79,529	79,407	81,419	82,325	1.1%	3.7%	2,918
Vehicles and Equipment	15,218	34,000	37,994	32,000	-15.8%	-5.9%	(2,000)
River Mill Park and Facility	616	-	-	-			-
Artisan Market	-	13,315	10,940	12,590	15.1%	-5.4%	
Volunteer Thank You Event	1,638	1,750	2,113	1,750	-17.2%	0.0%	-
River Mill Park Special Events	9,889	10,720	4,646	1,800	-61.3%	-83.2%	(8,920)
Other Special Events	4,091	3,605	3,053	3,880	27.1%	7.6%	275
Total Events Fund Expenses	216,489	245,930	229,677	236,379	2.9%	-3.9%	(9,551)
Total Events Fund Net Revenue	95,793	76,472	84,578	87,418	3.4%	14.3%	10,945

GENERAL FUNDS						Change to Budget	
Categories	FY2025 Budget	FY2025 Actual	FY2026 Adopted	FY2026 Projected	FY2027 Proposed	% to Budget	\$ to Budget
Revenues	1,408,258	1,393,883	1,498,176	1,515,306	1,586,786	5.9%	88,610
Expenses	1,408,258	1,300,541	1,498,176	1,509,919	1,586,786	5.9%	88,610
Net	-	93,343	-	5,387	-		

Account	FY2027 Proposed Budget General Fund - Revenues	FY2025 Budget	FY2025 Actual	FY2026 Adopted	FY2026 Projected	FY2027 Proposed	% to Projected	% to Budget	\$ to Budget
Taxes									
40010	Real Estate Tax	\$ 304,351	\$ 301,718	\$ 311,289	\$ 313,649	\$ 322,971	3.0%	3.8%	11,682
40020	Meals Tax	\$ 333,812	\$ 313,959	\$ 315,452	\$ 324,877	\$ 334,623	3.0%	6.1%	19,171
40030	Sales Tax	\$ 48,000	\$ 48,522	\$ 48,000	\$ 50,143	\$ 51,648	3.0%	7.6%	3,648
40040	Utility Tax	\$ 36,500	\$ 38,708	\$ 37,000	\$ 37,275	\$ 38,110	2.2%	3.0%	1,110
40050	Communications Tax	\$ 33,000	\$ 30,083	\$ 31,000	\$ 34,789	\$ 32,000	-8.0%	3.2%	1,000
40060	Transient Occupancy Tax	\$ 46,500	\$ 48,878	\$ 43,000	\$ 35,086	\$ 43,000	22.6%	0.0%	-
40070	Peer-to-Peer Vehicle Tax	\$ 6,600	\$ -	\$ -	\$ -	\$ -		0.0%	-
Fees									
41010	Vehicle License Fee	\$ 11,000	\$ 11,326	\$ 10,308	\$ 10,675	\$ 11,000	3.0%	6.7%	692
41020	Business Licenses	\$ 90,402	\$ 94,149	\$ 93,500	\$ 94,337	\$ 97,167	3.0%	3.9%	3,667
41025	Business License Fee	\$ 4,260	\$ 4,800	\$ 4,320	\$ 4,890	\$ 4,950	1.2%	14.6%	630
41030	Late Fees	\$ 1,500	\$ 6,457	\$ 2,500	\$ 3,355	\$ 3,423	2.0%	36.9%	923
41040	Fines - Public Safety	\$ 375,000	\$ 392,860	\$ 427,000	\$ 428,339	\$ 445,473	4.0%	4.3%	18,473
41100	Administrative Fees	\$ 8,500	\$ 9,528	\$ 8,500	\$ 9,900	\$ 10,000	1.0%	17.6%	1,500
41120	Service Revenue - Engineering	\$ 14,000	\$ 4,008	\$ 14,000	\$ 12,800	\$ 18,000	40.6%	28.6%	4,000
41130	Service Revenue - Legal	\$ 5,000	\$ -	\$ 5,000		\$ 5,000		0.0%	-
41140	Service Revenue - Other	\$ 600	\$ -	\$ 500		\$ 500		0.0%	-
41000	Fees - Other	\$ 2,500	\$ -	\$ 1,000	\$ 4,152	\$ 4,200	1.2%	320.0%	3,200
Grants									
42010	Litter Grant	\$ 1,329		\$ 1,800	\$ 1,659	\$ 1,700	2.5%	-5.6%	(100)
42020	Public Safety (HB599)	\$ 27,678		\$ 29,223	\$ 28,371	\$ 29,808	5.1%	2.0%	584
42021	NHSTA (DMV)	\$ 16,000	\$ 19,349	\$ 26,000	\$ 27,000	\$ 29,000	7.4%	11.5%	3,000
42040	PEG	\$ -	\$ 134						-
	Other Grants	\$ -			\$ 17,237	\$ 11,000	-36.2%		11,000
Public Property Leases and Rentals									
43010	Town Hall Rentals	\$ -	\$ -	\$ 80	\$ -				(80)
43020	River Mill Park Rentals	\$ 4,000	\$ 2,300	\$ 3,500	\$ 3,000	\$ 3,500	16.7%	0.0%	-
43030	Mamie Davis Park Rentals	\$ 3,000	\$ 1,800	\$ 2,500	\$ 3,043	\$ 2,800	-8.0%	12.0%	300
	200 Mill Street Lease	\$ 7,727		\$ 7,843	\$ 7,843	\$ 8,078	3.0%	3.0%	235
Other									
44010	General Fund Interest	\$ 25,000	\$ 36,505	\$ 25,000	\$ 29,694	\$ 25,000	-15.8%	0.0%	-
44040	Brick Program	\$ 300	\$ 1,695	\$ 800	\$ 1,445	\$ -	-100.0%	-100.0%	(800)
44060	Other Revenues	\$ 1,700	\$ 27,107	\$ 5,000	\$ 31,747	\$ 20,000	-37.0%	300.0%	15,000
	Fund Transfers		\$ -	\$ 44,060	\$ -	\$ 33,836			(10,225)
	General Fund Revenue Total	\$ 1,408,258	\$ 1,393,883	\$ 1,498,176	\$ 1,515,306	\$ 1,586,786	4.7%	5.9%	88,610

FY2027 Proposd Budget General Fund - Expenditures	FY2025 Budget	FY2025 Actual	FY2026 Adopted	FY2026 Projected	FY2027 Proposed	% to Proj	% to Budget	\$ to Budget
Total Personnel Services	\$ 827,001	\$ 728,391	\$ 895,466	\$ 871,898	\$ 937,248	7.5%	4.7%	\$ 41,782
Total Professional Services	\$ 175,967	\$ 160,303	\$ 177,780	\$ 198,006	\$ 189,546	-4.3%	6.6%	\$ 11,766
Total Information Technology Services	\$ 40,430	\$ 54,843	\$ 43,560	\$ 49,385	\$ 48,880	-1.0%	12.2%	\$ 5,320
Total Materials and Supplies	\$ 34,850	\$ 33,757	\$ 34,500	\$ 36,650	\$ 35,750	-2.5%	3.6%	\$ 1,250
Total Operational Services	\$ 9,200	\$ 5,576	\$ 8,500	\$ 8,353	\$ 8,500	1.8%	0.0%	\$ -
Total Contracts	\$ 125,103	\$ 123,229	\$ 137,774	\$ 142,890	\$ 163,559	14.5%	18.7%	\$ 25,785
Total Insurance	\$ 43,500	\$ 40,261	\$ 45,023	\$ 44,703	\$ 46,044	3.0%	2.3%	\$ 1,022
Total Public Information	\$ 4,050	\$ 3,225	\$ 3,352	\$ 3,333	\$ 3,449	3.5%	2.9%	\$ 97
Total Advertising	\$ 6,610	\$ 6,886	\$ 6,700	\$ 7,723	\$ 7,450	-3.5%	11.2%	\$ 750
Total Training and Travel	\$ 17,050	\$ 13,702	\$ 18,140	\$ 13,984	\$ 18,200	30.2%	0.3%	\$ 60
Total Vehicles and Equipment	\$ 47,650	\$ 53,626	\$ 48,050	\$ 57,680	\$ 47,600	-17.5%	-0.9%	\$ (450)
Total Seasonal	\$ 13,000	\$ 12,343	\$ 12,200	\$ 8,440	\$ 12,310	45.9%	0.9%	\$ 110
Total Town Hall	\$ 11,344	\$ 10,663	\$ 11,437	\$ 11,190	\$ 11,790	5.4%	3.1%	\$ 353
Total Mill House Museum	\$ 6,500	\$ 12,089	\$ 6,500	\$ 6,248	\$ 6,500		0.0%	\$ -
Total 200 Mill Street	\$ -	\$ -	\$ -	\$ -	\$ -			\$ -
Total Police/PW Annex	\$ 3,350	\$ 6,559	\$ 5,150	\$ 4,563	\$ 5,150	12.9%	0.0%	\$ -
Total Mill Street Storage	\$ -	\$ -	\$ -	\$ -	\$ 350			\$ 350
Total River Mill Park and Facility	\$ 18,154	\$ 17,455	\$ 18,945	\$ 16,375	\$ 18,110	10.6%	-4.4%	\$ (835)
Total Mamie Davis Park and Riverwalk	\$ 5,400	\$ 2,409	\$ 5,550	\$ 4,732	\$ 5,250	10.9%	-5.4%	\$ (300)
Total Tanyard Hill Park	\$ -	\$ -	\$ -	\$ 1,496	\$ -			\$ -
Total Furnace Branch Park	\$ 500	\$ -	\$ 250	\$ -	\$ 500			\$ 250
Total Streets and Sidewalks	\$ 2,500	\$ 279	\$ 2,500	\$ 1,400	\$ 2,500	78.6%	0.0%	\$ -
Total Historic District	\$ 13,600	\$ 14,943	\$ 14,300	\$ 12,870	\$ 15,600	21.2%	9.1%	\$ 1,300
Total Public Art Program	\$ 2,500	\$ -	\$ 2,500	\$ 8,000	\$ 2,500			\$ -
Total Fund Transfer	-	\$ -	-		\$ -			\$ -
TOTALS	\$ 1,408,258	\$ 1,300,541	\$ 1,498,176	\$ 1,509,919	\$ 1,586,786	5.1%	5.9%	\$ 88,610

FY2027 Proposed 5-Year Budget Capital Improvement Program (CIP)	Activity	Funding Source	FY27	FY28	FY29	FY30	FY31	Totals
Building and Parks Improvements	Public Works	CIP / Grants	\$ 11,400	\$ 22,725	\$ 25,000	\$ 10,000	\$ 35,000	\$ 104,125
FY27 - Mill House Museum - New Roof	Public Works	CIP	\$ 7,900					\$ 7,900
FY27 - Mill House Museum - New windows	Public Works	CIP	\$ 2,500					\$ 2,500
FY27 - Furnance Brank Park - Upgrades	Public Works	CIP	\$ 1,000					\$ 1,000
FY28 - 200 Mill St. Building - New Roof	Public Works	CIP	\$ -	\$ 10,000				\$ 10,000
FY28 - River Mill Park Remediation (draining)	Public Works	CIP	\$ -	\$ 12,725				\$ 12,725
FY29-30 - Annex Upgrades (roof/HVAC)	Public Works	CIP	\$ -		\$ 25,000	\$ 10,000		\$ 35,000
FY31 - Town Hall - New Roof	Public Works	CIP	\$ -				\$ 35,000	\$ 35,000
Information Technology Improvements	Administration	CIP / WC	\$ 29,800	\$ 3,000	\$ 8,400	\$ 4,400	\$ 6,800	\$ 52,400
FY27 - FY31 - Staff Laptop Replacement	Administration	CIP	\$ 2,800	\$ -	\$ 1,400	\$ 1,400	\$ 2,800	\$ 8,400
FY27 - IT Network Upgrades	Administration	WC	\$ 4,000		\$ 4,000		\$ 4,000	\$ 12,000
FY28 - Parking Equipment LPR License	Administration	WC	\$ 20,000					\$ 20,000
FY26-FY30 - Timed Parking Equipment	Administration	WC	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000		\$ 12,000
Riverwalk Expansion	Public Works	WC / Grant	\$ 100,000	\$ 699,000	\$ 699,000	\$ -	\$ -	\$ 1,498,000
FY25-FY26 - Riverwalk Extensions	Public Works	WC / Grant	\$ 100,000	\$ 699,000	\$ 699,000			\$ 1,498,000
Street and Parking Improvements	Public Works	CIP	\$ -	\$ -	\$ -	\$ 75,000	\$ -	\$ 75,000
FY29 - Road Resurfacing	Public Works	CIP				\$ 75,000		\$ 75,000
Sidewalk Improvements	Public Works	CIP	\$ 1,500	\$ 10,000	\$ 30,000	\$ -	\$ -	\$ 41,500
FY27 - Snow Blower	Public Works	CIP	\$ 1,500					\$ 1,500
FY28 - Sidewalk Improvements	Public Works	CIP		\$ 10,000	\$ 30,000			\$ 40,000
Stormwater Improvements	Public Works	WC / Grant	\$ 1,125,031	\$ -	\$ -	\$ -	\$ -	\$ 1,125,031
FY25 - Stormwater Implementation and Match	Public Works	Grant/WC	\$ 1,125,031					\$ 1,125,031
Streetscape and Infrastructure Improvements	Public Works	CIP	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ 5,000
FY26 Holiday Lights/Decorations	Events	CIP	\$ 5,000					\$ 5,000
Vehicles and Equipment Improvements	PS/PW/EVENT	CIP / Grants	\$ 116,500	\$ 73,500	\$ 73,500	\$ 55,500	\$ 40,500	\$ 359,500
FY24-FY29 - Replacement PS Vehicles - Hybrid SUV	Public Safety	599/CIP	\$ 18,000	\$ 18,000	\$ 18,000			\$ 54,000
FY26-FY30 - Replacement PS Vehicles	Public Safety	599/CIP	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000		\$ 80,000
FY27- Public Works Truck	Public Works	CIP	\$ 38,000					\$ 38,000
FY27 - Trailer - Fire Suppression / Command	Public Safety	Grant	\$ 15,000	\$ 15,000				\$ 30,000
FY25-FY30 - Police Record Management System/CAD	Public Safety	CIP	\$ 3,500	\$ 3,500	\$ 3,500	\$ 3,500	\$ 3,500	\$ 17,500
FY27 - Firearm Replacement Upgrade	Public Safety	CIP	\$ 5,000					\$ 5,000
FY31 - Body Armor	Public Safety	CIP	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 5,000
FY26-FY31 - AXON Body Worn Camera System	Public Safety	WC	\$ 17,000	\$ 17,000	\$ 17,000	\$ 17,000	\$ 17,000	\$ 85,000
FY28- EM Fire Suppression / Command Vehicle	Public Works	Grant	\$ -		\$ 15,000	\$ 15,000	\$ 15,000	\$ 45,000
Total			\$ 1,389,231	\$ 808,225	\$ 835,900	\$ 144,900	\$ 82,300	\$ 3,260,556

TOWN OF OCCOQUAN, VIRGINIA
NOTICE OF TOWN COUNCIL PUBLIC HEARING
PROPOSED FISCAL YEAR (FY) 2027 BUDGET

– May 5, 2026 –

PUBLIC HEARING TO SOLICIT COMMENT ON THE FOLLOWING:

1. Proposed FY 2027 Budget (see synopsis below.) A copy of the proposed budget is available at Town Hall from 9 a.m. to 4 p.m., Monday through Friday, and on the Town's website at www.occoquanva.gov.

		FY 2025 Budget	FY 2026 Proposed
GENERAL OPERATING FUND	Revenues	1,498,176	1,586,786
	Expenses	1,498,176	1,586,786
EVENTS FUND	Revenues	322,402	323,797
	Expenses	245,880	236,379
CIP FUND	Revenues	2,292,556	1,389,231
	Expenses	2,292,556	1,389,231
MAMIE DAVIS PARK FUND	Revenues	840	1,000
	Expenses	3,200	-0-
E-SUMMONS FUND	Revenues	14,500	15,000
	Expenses	11,900	13,160
REAL ESTATE TAX LEVY	Revenues	311,289	322,971
	Rate	\$0.116 per \$100 of the assessed value	\$0.116 per \$100 of the assessed value

A public hearing on the proposed budget will be held on May 5, 2026, at 7:00 p.m. at Occoquan Town Hall, 314 Mill Street, Occoquan, VA 22125.

The Town Council of the Town of Occoquan, Virginia

The required legal publication of this notice will occur on April 24 and April 28, 2026.

~~TC Meeting May 19 2026 – 30 of 38~~

AD#101731



TOWN OF OCCOQUAN

TOWN COUNCIL MEETING

Agenda Communication

4. Regular Business	Meeting Date: May 19, 2026
4d. Request to Approve Funding to Construct an Event Deck Behind Mill House Museum and Related Services	

Attachments:

- a. Quote from Prince William Home Improvement
- b. Quote from Southside Specialties

Submitted by: Adam C. Linn
Town Manager

Explanation and Summary:

This is a request to review, consider, and appropriate funding from the Capital Improvement Program to construct a deck behind Mill House Museum and related services.

Background:

The Town Council and the community have long expressed a desire to complete the Occoquan Riverwalk and enhance amenities along the Occoquan River. In 2023, the Town Council authorized Berkley Group, LLC to develop the Town of Occoquan Riverwalk Vision Plan Report. That report included, among other elements, the concept of an event deck located behind the Mill House Museum.

Since that time, the Town Council has continued to explore opportunities to expand the Riverwalk and related amenities, including the proposed deck behind the Mill House Museum.

At the April 21st Town Council meeting, the Town Council reviewed estimated costs for sections of the Riverwalk and an event deck. Staff was directed to obtain cost estimates for constructing a deck capable of accommodating approximately 50 to 75 people behind the Mill House Museum.

At the May 5th Town Council meeting, the Town Council reviewed and discussed the proposed Mill House deck project, including its potential use as a public amenity, event venue, and future Riverwalk connection. The discussion also included consideration of design features, historical impacts, electrical needs, security concerns, and long-term Riverwalk funding priorities.

If constructed, and subject to Town Council direction, the completed deck would remain open to the public during normal operating hours and would also be available for rental reservation through the Town's Facility Rental Policy. Oversight and control of the area would be coordinated by Public Safety and Public Works staff.

Staff was directed to obtain an additional construction quote and provide additional cost information related to site preparation, electrical improvements, and security features.

Since that meeting, staff obtained a second quote for construction of the deck, confirmed estimated costs for site preparation and tree removal, and met with an electrical contractor regarding the existing electrical service at the Mill House Museum. The electrical contractor confirmed that the existing electrical service is sufficient to support the proposed improvements and provided pricing for installation of fifteen (15) additional electrical outlets, security lighting, and a security camera. The proposed project estimate is as follows:

Item	Cost
Site Preparation (Two Tree Removal)	\$8,000
Geotechnical Evaluation	\$10,000
Deck Construction	\$165,000 – 275,000
Security Gate	\$1,200
Additional Outlets and Security Lights/Camera	\$2,200
Estimated Total	\$186,400 – 297,400

Staff was advised that the deck construction quote from Prince William Home Improvement is a firm fixed-price and the proposal from Southside Specialties is an estimate and cost could change upon geotechnical survey results. Both quotes advise the deck would be constructed to commercial standards. The electrical work and tree removal would be completed on a time-and-materials basis, with the estimated amounts serving as not-to-exceed costs.

The Town Engineer has reviewed the available information and advised that the proposed deck improvement at the Mill House Museum represents an important opportunity to enhance public use and generate future Town revenue; however, the site presents unique geotechnical and structural challenges due to limited accessible soils, proximity to an active waterway, and the potential need for structural supports to extend to competent bearing material such as bedrock. The Engineer further advised that the deck must be designed to commercial structural and occupancy standards and comply with all applicable building code requirements.

Staff Recommendation: Staff recommends approval of the tree removal and that any project quote move forward after a geotechnical evaluation is completed.

Cost and Financing: \$190,000 - \$300,000

Account Number: CIP # Riverwalk Expansion / Funding CIP Stormwater to Riverwalk

Proposed/Suggested Motion:

“I move to approve tree removal work for deck construction behind Mill House Museum and appropriate from the FY2026 Town Budget an amount not to exceed \$8,000.”

AND

“I move to approve a geotechnical evaluation for the area around the Mill House Museum and appropriate from the FY2026 Town Budget an amount not to exceed \$10,000.”

OR

"I move to approve the Project Quote from _____, authorize the Town Manager to execute the required documentation upon Town Attorney review, and appropriate from the FY2026 Town Budget an amount not to exceed \$_____ for purposes of deck construction, and addition of electrical outlets, security lights, and camera for an event deck in the rear of the Mill House Museum."

OR

Other action Council deems appropriate.

Note: Plans Per IRC 2021

All installation details not shown will follow county typical details.

~Museum~

42" Rails & Posts

Approx. 21'

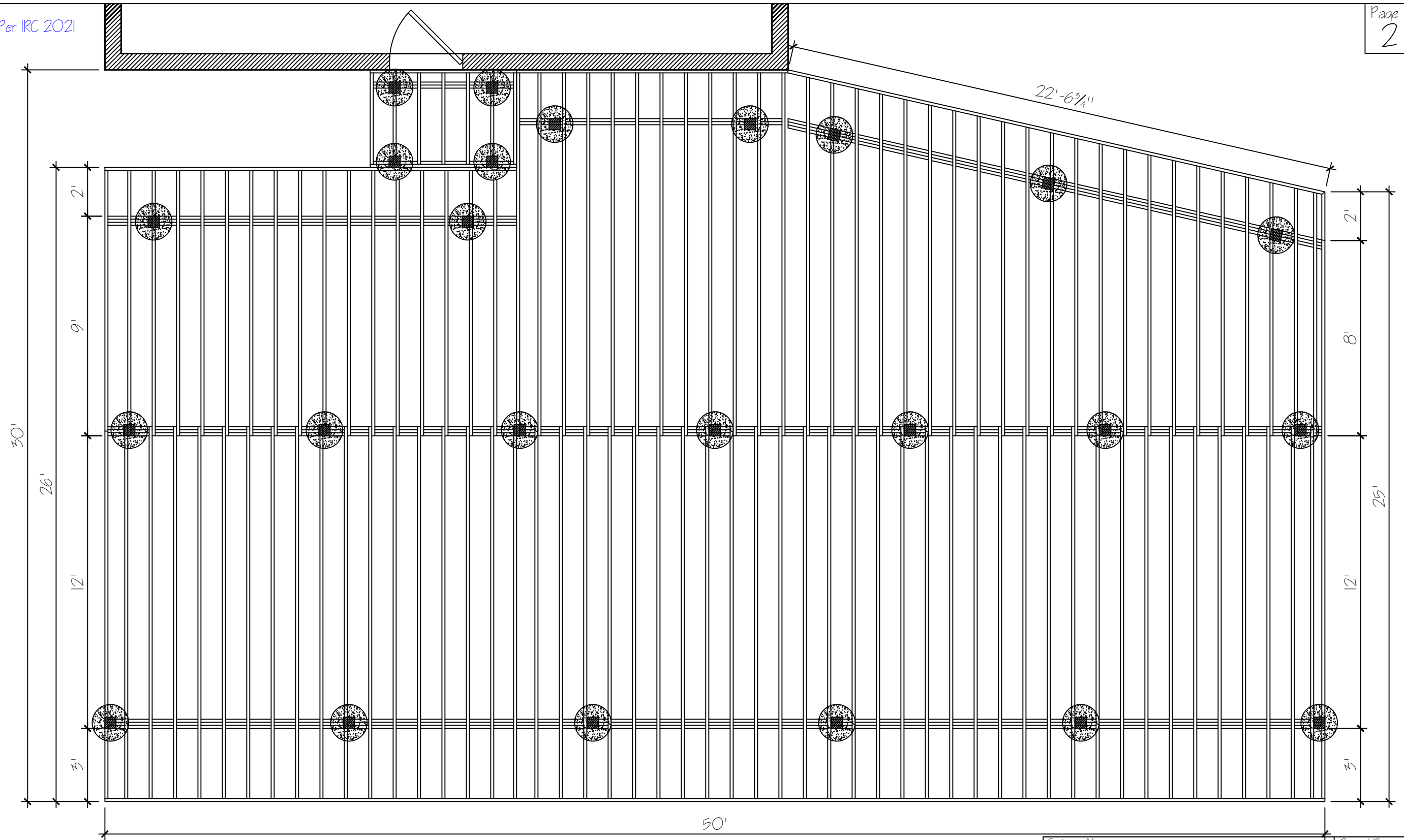
Approx. 20'

Isometric View

Note: This drawing is an artistic interpretation of the general appearance of the design. It is not meant to be an exact rendition.

Customer Name Mill House Museum		Original Date Apr. 29, 26	
Customer Address 413 Mill St		Ocoquan Historic District, VA 22125	
Contractor Prince William Home Improvement			
Contractor's Address 14843 Persistence Dr		Woodbridge, VA 22191	
		Drawn by: Ron Villanueva	

Note: Plans Per IRC 2021



Plan View
Scale: 1/4" = 1'-0"

Customer Name Mill House Museum		Original Date Apr. 29, 26
Customer Address 413 Mill St Occoquan Historic District, VA 22125		
Contractor Prince William Home Improvement		
Contractor's Address 14843 Persistence Dr Woodbridge, VA 22191		Drawn by: Ron Villanueva



Project Quote

Customer Name(s): Town of Occoquan, Adam Linn, Town Manager

Project Address: 413 Mill St. Occoquan Va

Customer Phone: 703-491-1918

Email: alinn@occoquanva.gov

Type of Project: Deck

Scope of Project:

30 x 50 Transcend Spiced Rum Deck

Free Standing

Black Signature 42" rails

Railing Gate

Landing and 1 Step

20 Led Wedge Post Lights

2 GFCI Outlets

To install exterior door will add an additional \$10,758

Total Investment: \$211,223

Available Savings: \$50,359 Total \$160,874

PWHI Representative: Scott Knutson

Prince William Home Improvement

14843 Persistence Drive, Woodbridge, VA 22191

Phone: 703-492-1294 Email: Info@pwhomeimprovement.com

VA DPOR: #2705-026530A MD MHIC: #126859

O PWHI 2025, all rights reserved



ESTIMATE #1381

SENT ON:

May 14, 2026

RECIPIENT:

Town of Occoquan

413 Mill Street
Occoquan Historic District, Virginia 22125
Phone: 703-398-0262

SENDER:

South Side Specialties LLC

10304 Eaton Place
Suite 1057
Fairfax, Virginia 22030

Phone: 703-936-2102

Email: info@southsidespecialties.com

Website: www.southsidespecialties.com



ESTIMATE #1381

SENT ON:

May 14, 2026

Preliminary Budgetary Estimate – Subject to Engineering Review

Preliminary Budgetary Estimate – Subject to Engineering Review

Project: Elevated Deck Construction – Mill House Museum
Location: 413 Mill St, Occoquan Historic District, VA 22125

South Side Specialties LLC has reviewed the conceptual plans provided for the proposed elevated deck structure. Due to the project's proximity to the river and the absence of a geotechnical engineering report, subsurface conditions and structural requirements cannot be fully evaluated at this time.

As a result, this pricing is being provided strictly as a preliminary budgetary estimate for planning purposes only and is not intended to serve as a fixed-price construction contract.

Preliminary Estimated Construction Cost:

- Between \$200,000-\$400,000

This estimate is based on currently available information and assumed standard soil and site conditions. Final pricing may increase or decrease depending on, but not limited to, the following:

- Geotechnical engineering findings
- Soil bearing capacity and footing requirements
- Helical pier or specialized foundation requirements
- Erosion control and shoreline stabilization requirements
- Structural engineering revisions
- Permit and jurisdictional requirements
- Site access limitations and construction logistics
- Environmental restrictions associated with the riverfront location

Engineering and Design Responsibility:

- Structural engineering, geotechnical engineering, and all associated design/specification responsibility shall remain with the project engineer and/or owner's consultants.
- Any engineering-required modifications, specialty foundation systems, or unforeseen structural requirements will be quoted separately upon receipt of finalized engineering documents.

Proposal Conditions:

- This budgetary estimate is non-binding and intended solely for budgeting and planning purposes.
- No fixed construction cost can be guaranteed until geotechnical reports, engineered plans, and permitting requirements have been fully reviewed.
- South Side Specialties LLC reserves the right to revise pricing based on engineering findings, permitting requirements, material pricing fluctuations, or unforeseen site conditions.



ESTIMATE #1381

SENT ON:

May 14, 2026



ESTIMATE #1381

SENT ON:

May 14, 2026

Product/Service	Description	Total
Commercial Grade Elevated Deck Construction – Preliminary Budgetary Estimate	Dimensions: • Approximately 30' x 50' Elevated Deck Structure Specifications: • Trex Transcend Decking – Spiced Rum • Black Signature 42" Rail System • (1) Railing Gate • Landing with (1) Step • (20) LED Wedge Post Lights • (2) GFCI Outlets Scope of Work: • Provide labor and materials for the construction of a commercial-grade elevated deck structure in accordance with finalized engineered plans and applicable code requirements. • Due to the project location adjacent to the riverfront and within close proximity to the embankment, the final structural and foundation design remains subject to geotechnical engineering review and structural engineering approval. • Prepare site and execute design provided. • Clean all debris from site upon completion. Preliminary Structural Assumptions: • Current budgeting assumes the deck structure will require: • 8" x 8" structural support posts • 2" x 12" joist framing system • Engineered LVL beam system • Additional structural cross bracing and lateral bracing throughout the framing system • Commercial-grade fastening and structural connector systems Foundation System: • Footing design and installation requirements are currently undetermined pending geotechnical analysis and engineered foundation specifications. • Final footing depth, diameter, reinforcement requirements, and/or specialty foundation systems such as helical piers, enlarged concrete foundations, grade beams, or shoreline stabilization measures are not included within this preliminary scope unless specifically identified in finalized engineered plans. • Any specialty engineering requirements, unforeseen subsurface conditions, or foundation modifications required by engineering or the governing authority shall be treated as additional cost items. Decking and Railing Installation: • Install TimberTech in the English Walnut color using hidden fasteners for a clean and seamless appearance. • Install Black Signature 42" railing system around the deck perimeter. • Install (1) railing gate at designated location. • Install landing area with (1) step transition. • Install (20) LED wedge post lights integrated into the railing system. • Install (2) GFCI outlets at designated locations. Engineering and Structural Responsibility: • This proposal is based on conceptual plans only and is subject to revision upon receipt of finalized structural and geotechnical engineering documents.	\$275,000.00



ESTIMATE #1381

SENT ON:

May 14, 2026

Total

\$275,000.00

Approval Acknowledgment:

By approving this quote electronically, the Client acknowledges that they have read, understood, and agree to all terms, scope details, payment terms, materials, and conditions outlined in this contract and within the associated proposal. Electronic approval through Jobber serves as a legally binding signature under the Uniform Electronic Transactions Act (UETA).

Design Basis:

Some projects include 2D or 3D design plans created by South Side Specialties LLC. These designs illustrate the intended layout, materials, and visual concept. Other projects may proceed without a formal design, relying solely on the written scope included in the proposal. Both approaches accurately represent the project; however, designs exist for visual clarity and client communication.

All designs, drawings, and renderings remain the intellectual property of South Side Specialties LLC unless design rights are purchased separately. Final construction details may be altered due to engineering requirements, building code, existing structural conditions, or inspector directives.

Engineering Disclaimer:

Engineering begins only after the contract is signed and the initial deposit is received. Engineering may modify structural components such as beams, joists, post sizes, footings, ledger attachments, framing dimensions, or required hardware. Because engineering occurs after contract signing, these required adjustments may alter material quantities or construction methods.

Engineering requirements supersede design concepts when required for safety, code compliance, or structural integrity. If engineering requires structural elements that differ from the original proposal or are outside typical building standards, a Change Order will be issued for approval. Engineering fees are non-refundable once engineering has begun.

Permits and Inspections:

South Side Specialties LLC obtains required county or municipal permits unless otherwise stated. All permit fees, including unforeseen supplemental fees, revisions, or re-submissions, are the responsibility of the Client. Inspections may include footing, framing, electrical, plumbing, mechanical, and final. Inspector directives must be followed and may result in changes to the project scope through Change Order.

Commencement and Scheduling:

Start dates are based on weather, permitting timelines, engineering timelines, inspector availability, supplier lead times, and the completion of previously scheduled projects. Any timeline given is an estimate and not a guarantee of completion.

Work may pause periodically for inspections, curing time, weather, material delays, or subcontractor scheduling. Weekend or evening work may occur when appropriate.

Weather Delay Policy:

Weather conditions may temporarily prevent safe or proper workmanship. During weather delays, the Contractor may perform work on other projects to maintain overall scheduling. When conditions and scheduling allow, the Contractor will return to the Client's project and resume efficiently. Weather delays may extend the overall timeline and do not constitute a failure to perform.

Scheduling Deposit and Refundability:



ESTIMATE #1381

SENT ON:

May 14, 2026

A Scheduling Deposit is required to reserve production space and begin pre-construction planning.

The following applies:

- 15% of the total contract value becomes non-refundable upon signing.
- This amount is a genuine pre-estimate of actual internal costs, including administrative preparation, engineering coordination, design integration, project organization, overhead, calendar allocation, and lost scheduling opportunity.
- Materials ordered for the project are non-refundable once purchased.
- Labor allocations and subcontractor scheduling become non-refundable once scheduled.
- Remaining deposit funds may be refundable only if no pre-construction work, engineering, procurement, or scheduling has begun.

This clause is not punitive; it reflects the actual and unavoidable business costs associated with accepting and reserving a project.

Unforeseen Conditions:

If concealed or unforeseen physical conditions are encountered that differ from what is visible or reasonably expected, work may require additional materials, labor, equipment, or time. Such conditions may include, but are not limited to, buried debris, undocumented construction, underground obstructions, unstable soils, or non-standard framing. A Change Order may be required and must be approved and paid for prior to continuing work.

Subsurface Systems, Irrigation, Septic, and Pool System Disclaimer:

Many underground systems cannot be located by Miss Utility, including irrigation lines, drainage pipes, sump discharge lines, private electrical wiring, low-voltage lines, landscape lighting wires, septic system components, pool plumbing lines, pump lines, vacuum lines, skimmer lines, electrical conduits, bonding wires, and homeowner-installed systems.

Even when the Client identifies the general location of a septic tank, distribution box, pool equipment, skimmers, irrigation heads, or visible components, this does not reveal the path, depth, or condition of associated lines. Older systems may include shallow or deteriorated wiring not installed in conduit, diagonal plumbing, or unpredictable line routes buried beneath concrete, pavers, coping, or soil.

During excavation, grading, footing installation, fencing, or demolition of concrete, pavers, coping, or pool decking, it is common and often unavoidable for underground components to be exposed or damaged, even when reasonable care is taken. No non-destructive method exists to locate or avoid these systems fully.

If damage occurs to unmarked, unknown, hidden, deteriorated, or unavoidable underground systems, repair or replacement is the responsibility of the Client. If damage occurs due to clear and preventable contractor error, the Contractor will repair the issue at no cost. South Side Specialties LLC evaluates each situation fairly and reasonably.

For irrigation lines, the Contractor will cut, cap, and flag lines as necessary and notify the Client so their irrigation provider can adjust the system.

Driveway and Surface Access:

Driveways and hard surfaces may be used for equipment, deliveries, dumpsters, or trailers. The Contractor is not responsible for cracking, staining, imprinting, denting, spalling, settling, or tire marks caused by necessary access. Protective measures may be added upon Client request for additional cost.

Material Substitution:

If selected materials are discontinued, delayed, or unavailable, the Contractor will recommend equivalent alternatives. No substitutions will be made without Client approval.

Site Access and Working Conditions:



ESTIMATE #1381

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Clear access must be maintained for equipment, labor, and materials. Limited access caused by landscaping, steep slopes, narrow gates, or obstacles may require additional labor or equipment billed through Change Order.

Rock Clause (Excavation):

If rock, ledge, buried concrete, debris, or other hard material is encountered during excavation or footing work, additional labor or specialized equipment may be required. Work will pause until a Change Order is approved.

Client Delay Clause:

If the project is delayed more than 5 business days due to Client decisions, lack of selections, access restrictions, or failure to communicate, additional remobilization or scheduling cost may apply. These adjustments will be communicated prior to implementation.

Change Orders:

Any modification to the approved scope, materials, layout, or features requires a written Change Order.

- Change Orders must be approved in writing through Jobber, email, or signed document.
- All Change Orders must be paid in full upon approval.
- No Change Order work will be performed until payment is received.
- Verbal agreements or text messages do not constitute an approved Change Order.

Termination:

Either party may terminate the contract if the other fails to meet obligations. If terminated, the Client must pay for all completed work, engineering, materials purchased, subcontractor scheduling, and administrative costs incurred to date. Payment is due within 5 business days of termination.

Materials, Warranties, and Liability:

The Contractor provides a 1-year craftsmanship warranty beginning at final inspection. This warranty excludes acts of nature, misuse, neglect, modifications by others, or normal wear. Manufacturer defects are covered only under the manufacturer's warranty. The Contractor assists with claims but is not responsible for manufacturer determinations.

Plant material is warrantied only when maintained by a functioning in-ground irrigation system.

PAYMENT TERMS AND CONDITIONS:

PAYMENT TERMS AND CONDITIONS

Multiple Scopes and Per-Line-Item Payment Application

When a project includes multiple line items or phases (such as decks, patios, retaining walls, fencing, lighting, drainage, masonry, concrete, or landscaping), each line item is treated as its own work category. Payment terms apply per line item to ensure materials, labor, scheduling, and production proceed without delay for each phase of work.

Payment Definitions

The following definitions apply to all projects and are intended to make each payment milestone clear, predictable, and fair.

Initial Deposit

- The Initial Deposit reserves the project on the Contractor's production schedule and authorizes all pre-construction planning, internal coordination, procurement preparation, engineering initiation, administrative setup, and scheduling allocation.
- At minimum, 15% of the total contract value is considered non-refundable once scheduling, planning, engineering



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coordination, procurement preparation, or administrative work has begun.

Mobilization Payment

- The Mobilization Payment is due when active construction begins onsite, including but not limited to demolition, excavation, framing, concrete work, masonry work, material delivery, equipment mobilization, or labor deployment.

Pre-Finishing Payment

- The Pre-Finishing Payment is due once structural or core construction is substantially completed and finishing materials or finish-phase labor are ready to begin.
- This phase may include decking, railing, pavers, coping, veneer stone, trim, ceilings, lighting, appliances, screen systems, paint, or similar finish components depending on project scope.

Final Payment

- Final Payment is due upon substantial completion and final walkthrough.
- Warranty activation requires final payment in full.

Construction Projects Under \$50,000

- 50% Initial Deposit
- 50% Due Upon Final Completion

Construction Projects Over \$50,000

- 35% Initial Deposit
- 35% Mobilization Payment
- 25% Pre-Finishing Payment
- 5% Final Payment

Additional Payment Conditions

- Balances must be paid prior to advancing to the next phase of work.
- Credit card payments incur a 3% processing fee.
- Balances more than 30 days past due incur 1.5% monthly interest.
- Payment disputes must be submitted in writing within 7 days of invoice delivery.
- Warranty activation requires full final payment.

Substantial Completion & Punch List

Substantial completion means the project is ready for its intended use with only minor punch-list items remaining.

Punch-list items will be valued at \$85 per hour. This amount may be withheld from the final payment until completed.

Contractor has up to 4 weeks to complete punch-list items, subject to weather conditions, material availability, scheduling, and subcontractor coordination.

Client Responsibilities:

Client must provide safe access, maintain communication, make selections timely, keep pets/children away from work areas, and obtain HOA approvals unless otherwise stated.

Contractor Responsibilities:

Contractor will follow engineering, building codes, inspector directives, and manufacturer specifications, and will use licensed



ESTIMATE #1381

SENT ON:

May 14, 2026

subcontractors where appropriate.

Contractor License Information:
South Side Specialties LLC
Class A Residential Building Contractor
Class A Home Improvement Contractor
VA License No. 2705-184-223

Signature: _____

Date: _____



TOWN OF OCCOQUAN

TOWN COUNCIL MEETING

Agenda Communication

5. Discussion Items	Meeting Date: May 19, 2026
5a: Perfluorooctane Sulfonate Follow-up Discussion	

Attachments: PowerPoint

Submitted by: Jenn Loges
Vice Mayor

Explanation and Summary:

This is a discussion item to follow up on the recent discussion item related to a press release issued by the Virginia Department of Health (VDH).

At the May 5, 2026, Town Council meeting, the Town Council discussed a VDH advisory regrading elevated levels of perfluorooctane sulfonate (PFOS) in certain species of fish found in the Occoquan Watershed. The Town Council discussed potential actions in response to the testing and then asked Town staff to research and request information from VDH.

Staff received information from VDQ and were directed to the Virginia Department of Environmental Quality (DEQ) for additional information regarding the testing. Town staff reviewed the information and prepared the information for review and discussion by Town Council.

Staff Request: Direction on any further action.



PFOS IN THE OCCOQUAN

HISTORY

- In 2024, the PFAS Assessment and Source Reduction Act was created and aims to reduce PFAS in Public Water Systems (PWS) in Virginia
- In 2025, the VA DEQ was able to add the Occoquan Reservoir to monitored PWS



HB 2050 OCCOQUAN RESERVOIR PFAS REDUCTION PROGRAM

DEQ added the Occoquan Reservoir as it is the only indirect potable reuse drinking water supply in VA and it during periods of drought, 90% of inflows come from highly treated water.

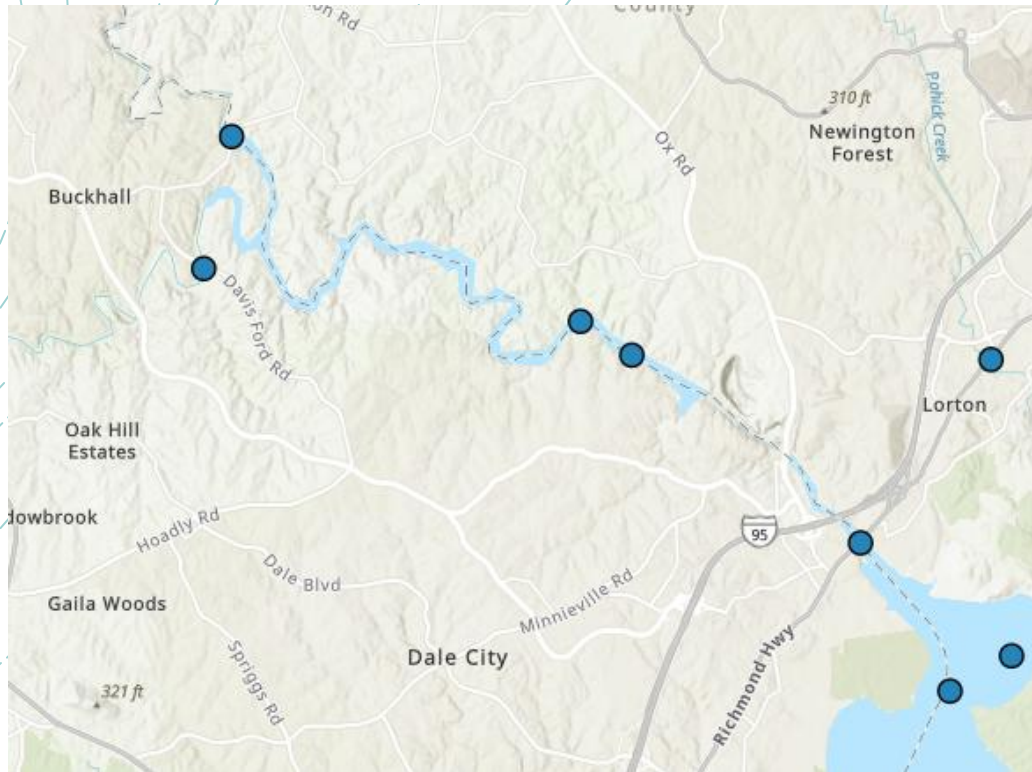
The amount of PFAS contamination will be monitored at industrial wastewater and stormwater discharges for one year. If the Maximum Contaminant Levels (MCL) is reached, DEQ will reach out to monitored facilities by July 1, 2027 to modify permits so that the facility does not discharge more than the MCL

The PFAS Expert Advisory Panel was put together pursuant to code section 62.1-44.34:33 & met in November 2024, December 2024, May 2025, and August 2025.

The next PFAS Expert Advisory Committee meeting will be on June 1st, 2026 at 10AM in Richmond



WHAT DO WE KNOW ABOUT FOREVER CHEMICAL TESTING IN THE OCCOQUAN RESERVOIR?



- Fish tissue and water samples are collected at the end of Mohican Drive, between Antietam and Oakwood Drive northwest of the Occoquan Reservoir
- Testing started in 2024 after elevated levels of PFOS were found in the Fairfax Water Griffith Plant
- There was one sample per location between March 2024 and September 2025. Seven fish of various species were collected.
- DEQ plans to continue to monitor for PFOS in the Reservoir of commonly consumed fishes every 3-4 years

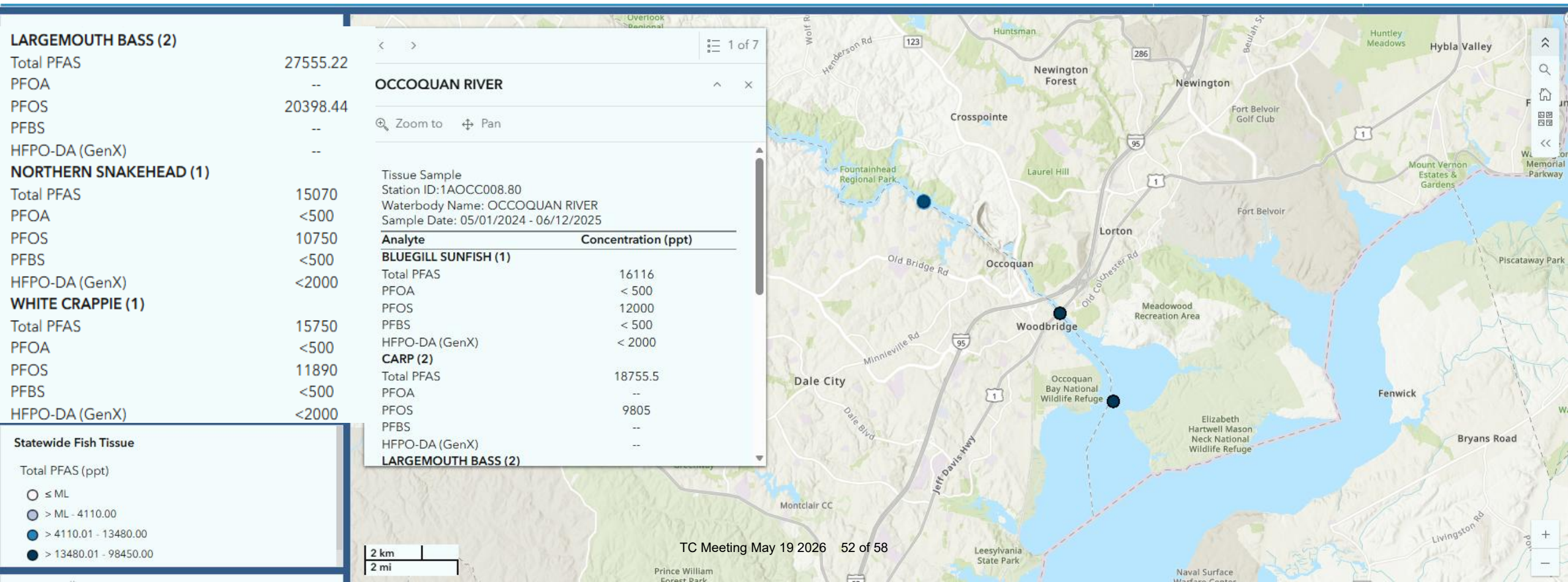


FOCUS ON TESTING

- When the fish are collected, fillets of each species are homogenized and tested for the following forever chemicals:
- [PFUnDA](#)
- [PFTeDA](#)
- [PFOS](#)
- [PFDoDA](#)
- [PFDA](#)

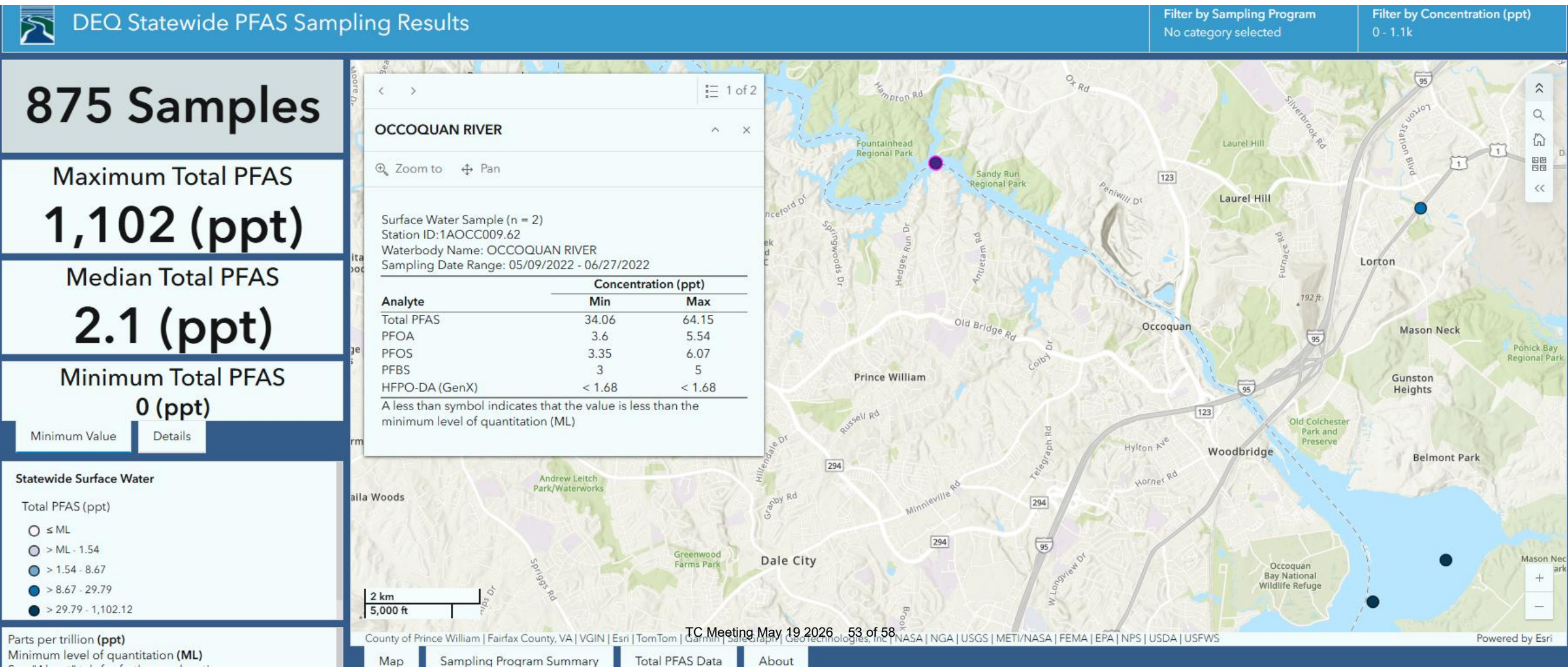
OCCOQUAN AT A GLANCE

Fish Tissue Sampling



OCCOQUAN AT A GLANCE

Surface Water Sampling





OCCOQUAN'S ACTION PLAN



MAIN ACTION ITEMS

- Anglers are ultimately responsible to stay up to date on fish advisories
 - VDH recommends eating smaller, younger fish from a variety of sources
 - Bluegill Sunfish: Less than 2 Meals a Month
 - Largemouth bass: No Meals
- PFAS Expert Advisory Committee meetings should be monitored for updates
 - Specifically monitoring test results of fish tissues and surface water sampling, and industrial runoff of contaminants upstream in the Occoquan watershed

TOWN ACTION ITEMS & FUTURE INITIATIVES

1. **Stay up to date.** The next PFAS Expert Advisory Committee meeting is in Richmond on June 1st, 2026. A representative from Town could attend or monitor the minutes after the meeting.
2. **Education at Angler Event.** Using these events as a moment to help Anglers and Locals understand their environment and care about the pollutants in the Occoquan.
3. **Water and Fish Study Samples.** No testing was done along the Town of Occoquan's water, but samples up and down stream show concerning contamination
4. **PFAS Related Litigation.** Most litigation relates to those exposed to industrial run-off and workplace hazards. Do any relate to recreational water usages or angling?

Education

Awareness

Harm Reduction

A series of light blue, dashed, wavy lines that flow from the top left towards the center of the slide.

THANK YOU

Megan Lubash

mlubash@occoquanva.gov



BIBLIOGRAPHY

- [Virginia Health Officials Issue Fish Consumption Advisory for Occoquan Watershed - Newsroom](#)
- Emails with Irina Calos
- [Fish Tissue Monitoring | Virginia DEQ](#)
- [Virginia Regulatory Town Hall View Meeting](#)
- [Statewide PFAS Sampling Dashboard](#)