



# TOWN OF OCCOQUAN

Circa 1734 | Chartered 1804 | Incorporated 1874

314 Mill Street  
PO BOX 195  
Occoquan, VA 22125  
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## Occoquan Town Council Town Council Meeting May 5, 2026 | 7:00 p.m.

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Citizens' Time** - Members of the public may, for three minutes, present for the purpose of directing attention to or requesting action on matters not included on the prepared agenda. These matters shall be referred to the appropriate town official(s) for investigation and report. Citizens may address issues as they come up on the agenda if advance notice is given during 'Citizens' Time
4. **FY2027 Budget Public Hearing** *pg. 2*
5. **Consent Agenda**
  - a. Request to Accept April 21, 2026, Town Council Meeting Minutes *pg. 6*
  - b. Request to Adopt Police Week 2026 Proclamation *pg. 10*
6. **Mayor's Report**
7. **Councilmembers Reports**
8. **Commission & Board Reports**
9. **Administrative Reports**
  - a. Administrative Report *pg.12*
  - b. Town Treasure's Report *pg. 35*
  - c. Town Attorney *pg. 57*
10. **Regular Business**
  - a. Request To Approve Contract to Build Deck Behind Mill House Museum *pg. 58*
  - b. Request To Waive Special Events Fee for Visit Occoquan *pg. 61*
11. **Discussion Items**
  - a. Visit Occoquan Quarterly Report *pg. 63*
  - b. Fish Advisory Discussion *pg. 72*
12. **Closed Session**
13. **Adjournment**

Portions of this meeting may be held in closed session pursuant to the Virginia Freedom of Information Act.  
A copy of this agenda with supporting documents is available online at [www.occoquanva.gov](http://www.occoquanva.gov).



# TOWN OF OCCOQUAN

## TOWN COUNCIL MEETING

### Agenda Communication

<b>4. Public Hearing</b>	<b>Meeting Date:</b> May 5, 2026
<b>4A: FY 2027 Proposed Budget Hearing</b>	

- 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 public hearing on the Proposed Fiscal Year (FY) 2027 Budget. The Town Council held budget work sessions on February 3<sup>rd</sup>, February 17<sup>th</sup>, March 3<sup>rd</sup>, March 17<sup>th</sup>, April 7<sup>th</sup>, and April 21<sup>st</sup>, 2026. The Proposed Budget is posted on the Town’s website at [occoquanva.gov/government/budget](http://occoquanva.gov/government/budget) and available in Town Hall, 314 Mill Street, Monday – Friday, 9 a.m. to 4 p.m.

#### 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%

This public hearing is intended to provide the public with the opportunity to comment on the proposed budget. This public hearing was advertised in The Washington Times on April 24<sup>th</sup> and April 28<sup>th</sup>, 2026, as well as on the Town website and at locations around the town.

In addition to the public hearing on the proposed budget, there will be a public hearing on the proposed tax rates in support of the FY 2027 budget on May 19, 2026, at 7:00 p.m. 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  
 PROPOSED FISCAL YEAR (FY) 2027 BUDGET**

- May 5, 2026 -

**PUBLIC HEARING TO SOLICIT COMMENT ON THE FOLLOWING:**

- 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](http://www.occoquanva.gov).

		<b>FY 2025 Budget</b>	<b>FY 2026 Proposed</b>
<b>GENERAL OPERATING FUND</b>	Revenues	1,498,176	1,586,786
	Expenses	1,498,176	1,586,786
<b>EVENTS FUND</b>	Revenues	322,402	323,797
	Expenses	245,880	236,379
<b>CIP FUND</b>	Revenues	2,292,556	1,389,231
	Expenses	2,292,556	1,389,231
<b>MAMIE DAVIS PARK FUND</b>	Revenues	840	1,000
	Expenses	3,200	-0-
<b>E-SUMMONS FUND</b>	Revenues	14,500	15,000
	Expenses	11,900	13,160
<b>REAL ESTATE TAX LEVY</b>	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.



# TOWN OF OCCOQUAN

## TOWN COUNCIL MEETING

### Agenda Communication

<b>5. Consent Agenda</b>	<b>Meeting Date:</b> May 5, 2026
Request to Approve Consent Agenda	

**Attachments:** See below

**Submitted by:** Adam Linn  
Town Manager

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**Explanation and Summary:**

This is a request to approve the consent agenda:

- a. Request to Accept April 21, 2026, Town Council Meeting Minutes
- b. Request to Adopt Police Week 2026 Proclamation

**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, April 21, 2026**  
**7:00 p.m.**

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

**Absent:** None

**Staff:** Adam Linn, Town Manager / Chief of Police; Megan Lubash, Town Clerk / Assistant Town Manager; Jason Forman, Deputy Chief of Police

**1. CALL TO ORDER**

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

**2. CONSENT AGENDA**

- a. Request to Accept April 7, 2026, Town Council Meeting Minutes**
- b. Request to Adopt Resolution Requesting VDOT to Install Enhanced Penalty Signs**

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

**3. REGULAR BUSINESS**

- a. Request to Approve Appropriation of Funds for Riverwalk Expansion Project**

Mayor Porta explained that Town Engineer Reese had submitted cost estimates for several Riverwalk segments that were higher than anticipated. Specifically, the estimate for the Mill House Museum deck was over \$400,000, and the connection between the kayak ramp and the existing Riverwalk was estimated at \$373,000. The Mayor noted that these costs were too high to justify allocating additional funds in the upcoming Capital Improvement Program (CIP) budget. However, he directed Town Manager Linn to explore more cost-effective options, including identifying deck contractors capable of completing a project within the Town's financial means. Town Manager Linn also emphasized the importance of maintaining a \$100,000 allocation in the upcoming budget to advance the Riverwalk project to a "shovel-ready" stage through necessary surveys, investigations, and engineering drawings. Vice Mayor Loges concurred with this approach.

Councilmember Daubresse expressed support for identifying alternative projects outside of the Riverwalk that could be funded with Town resources, particularly in the absence of state or federal grant funding.

Councilmember Love inquired whether the Comprehensive Plan would need to be amended if the Riverwalk project were deprioritized for the current fiscal year. Councilmember Perkins, who also serves as Chair of the Planning Commission, clarified that the Comprehensive Plan is a visioning document, and the Riverwalk should remain included as long as it continues to be a Town goal. Councilmember Love added that demonstrating progress on other value-added projects should also

remain a priority.

Mayor Porta then asked Town Manager Linn about the need for a formal motion on this item. Town Manager Linn advised that the agenda item was intended for discussion of the Riverwalk project funding this fiscal year and that, if the Council chose not to move forward with adding a segment in the current fiscal year, no formal motion would be required.

Finally, Mayor Porta noted that several grant opportunities previously explored by the Town now appear unlikely to materialize. He also stated that the County does not appear to have funding available for the project, and that private corporate contributions, while helpful for smaller initiatives, are not sufficient to support a project of this scale.

#### 4. DISCUSSION ITEMS

##### a. FY2027 Budget Work Session #6 (Recap of All Funds)

Town Manager Linn provided a brief summary of the prior budget work sessions. Mayor Porta stated that he would like the Town Council to vote on each budget component individually to formally authorize advertisement of the proposed FY2027 budgets, and the Council unanimously agreed.

Town Manager Linn first reviewed the eSummons Fund. Councilmember Fithian moved to advertise the adoption of the proposed FY2027 eSummons Fund budget, with revenues of \$15,000 and expenditures of \$13,160. Councilmember Daubresse seconded the motion, which passed unanimously by roll call vote.

Next, Town Manager Linn reviewed the Mamie Davis Park Fund. Councilmember Perkins moved to advertise the adoption of the proposed FY2027 Mamie Davis Park Fund budget, with revenues of \$1,000 and no planned expenditures. Councilmember Love seconded, and the motion passed unanimously by roll call vote.

Town Manager Linn then reviewed the Events Fund. Councilmember Love moved to advertise the adoption of the proposed FY2027 Events Fund budget, with revenues of \$323,797 and expenditures of \$236,379. Councilmember Fithian seconded, and the motion passed unanimously by roll call vote.

Town Manager Linn proceeded to review the General Fund and associated tax rates. Councilmember Perkins moved to advertise the adoption of the proposed FY2027 General Fund budget, with revenues totaling \$1,586,786 and expenditures totaling \$1,586,786. Vice Mayor Loges seconded, and the motion passed unanimously by roll call vote.

Town Manager Linn then outlined the proposed tax rates for FY2027 indicating there was no change from the current fiscal year. Councilmember Fithian moved to advertise the following rates: a real estate tax of \$0.116 per \$100 of assessed value; a meals tax of 3.5%; a transient occupancy tax of 7.0%; and a cigarette tax of \$0.40 per pack and \$0.02 per cigarette. Councilmember Perkins seconded, and the motion passed unanimously by roll call vote.

Town Manager Linn next reviewed the Capital Improvement Program (CIP) Fund. Mayor Porta inquired whether the proposed budget included the \$100,000 allocation for the Riverwalk project, which Town Manager Linn confirmed. The Mayor noted that Nick Roper, a member of the Riverwalk Expansion Special Committee, had recommended advancing certain permits, engineering

drawings, and investigations that would remain valid over time. Mayor Porta and Councilmember Perkins also discussed the inclusion of funding for a license plate reader system, noting that it was intended as a placeholder pending confirmation that the technology meets operational needs identified by Chief Linn and Deputy Chief Forman. Town Manager Linn confirmed that the purchase would proceed only if the system demonstrated the necessary capabilities.

Vice Mayor Loges moved to advertise the adoption of the proposed FY2027 CIP Fund budget, with revenues totaling \$1,389,231 and expenditures totaling \$1,389,231. Councilmember Perkins seconded, and the motion passed unanimously by roll call vote.

Mayor Porta concluded by commending Town Manager Linn for the quality of the budget presentations and accompanying summary materials.

## **b. Public Art Discussion**

Mayor Porta reported that he had spoken with Pat Lynn, the owner of the property adjacent to Town Hall that is being considered for one of the mural installations. Ms. Lynn indicated that she did not want artwork applied directly to the brick façade but was amenable to panels being mounted on the side of the building. Town Manager Linn noted that the use of panels would also allow the artwork to be completed off-site, improving overall project logistics and minimizing disruption in Town.

Town Manager Linn then presented the list of runner-up submissions from the Pocket Park Mural Contest. He began with Rich Moore's concept, which had initially been proposed for installation on Pat Lynn's brick wall near Town Hall. Mayor Porta and Town Manager Linn instead suggested relocating this mural to the rear of the River Mill Park bathhouse.

Town Manager Linn next discussed Julia Glatfelter's proposal. The artist expressed a preference for painting directly on brick and included a budget for paint and scaffolding. Mayor Porta recommended removing the phrase "At the edge of the water," noting that it reflects a commonly cited but inaccurate translation of the word "Occoquan." Councilmember Perkins observed that the mural would likely be temporary given anticipated construction associated with the Mill at Occoquan project. Town Manager Linn added that the artist requested a commission of \$3,500.00, plus \$750.00 for materials.

Town Manager Linn then reviewed Briana Camp's concept, noting that the current plan involves installing panels within the interior of the building.

He also discussed Emely Ramos' proposed mural for the Post Office, with estimated material costs of \$430.00. Councilmember Love reported that he had spoken with the Postmaster, who in turn had coordinated with the property manager and owner. Both were supportive of the concept and are pursuing formal approval through the appropriate channels.

Mayor Porta then addressed project funding, indicating that contributions from Kevin Sills, the Occoquan Historical Society, and the Town of Occoquan would support the artist commissions. He proposed a commission of \$3,500.00 for three of the artists and potentially less based on scope of the work. Vice Mayor Loges inquired whether the Briana Camp installation could incorporate a three-dimensional element, such as utilizing the existing awning overhang with panels mounted behind it, to achieve a scale comparable to the other mural projects.

Town Manager Linn requested clarification, and Vice Mayor Loges explained that she envisioned a three-panel installation, either flat or incorporating dimensional elements.

Councilmember Perkins expressed appreciation for the progress made, noting that the initiative represents a significant step forward for public art in Town. He also emphasized that this is an opportune time to begin developing a catalog or “library” of potential locations for future public art installations.

Vice Mayor Loges further noted that expanding public art may increase the likelihood of graffiti or tagging in other areas. Town Manager Linn responded that anti-graffiti coatings are incorporated into mural contracts and that professional muralists routinely apply protective topcoats to mitigate such risks. Vice Mayor Loges added that her concern was informed by observations during a recent trip to a European city with significant graffiti presence. Councilmember Perkins acknowledged the concern, noting that while tagging is generally less prevalent in the United States than in some European cities, it remains prudent to consult with muralists and implement preventative measures where appropriate.

## 5. ADJOURNMENT

Councilmember Perkins requested a moment of personal privilege to reflect on the Town’s budget process and to thank Town staff for their work and dedication. He shared that his tenure on the Council has been both enjoyable and rewarding, and he expressed sincere appreciation for the collaborative spirit among Councilmembers. Councilmember Perkins noted that, while discussions and occasional disagreements are a natural part of the process, each member remains focused on advancing what is best for the Town of Occoquan. He added that he feels both fortunate and grateful to serve alongside his fellow Councilmembers.

Mayor Porta echoed these sentiments, noting that the Council strives to engage constructively and avoid undermining one another. He also thanked Town Manager Linn for developing and presenting a well-prepared and thought-out budget.

The meeting was adjourned at 8:00 p.m.

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Megan Lubash, Town Clerk



# TOWN OF OCCOQUAN TOWN COUNCIL MEETING Agenda Communication

<b>5. Consent Agenda</b>	<b>Meeting Date:</b> May 5, 2026
<b>5B:</b> Request to Adopt Police Week 2026 Proclamation	

**Attachments:** a. Proclamation

**Submitted by:** Adam C. Linn  
Town Manager

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**Explanation and Summary:**

This is a request to proclaim Sunday, May 10, 2026, through Saturday, May 16, 2026, as Police Week in the Town of Occoquan.

**Staff Recommendation:** Recommend approval of the attached proclamation as presented.

**Proposed/Suggested Motion:**

"I move to adopt the Police Week 2026 proclamation."

OR

Other action Council deems appropriate.



# Proclamation

**WHEREAS**, in 1962, President John F. Kennedy signed the first proclamation recognizing May 15th as Peace Officers Memorial Day and the week in which it falls as National Police week; and

**WHEREAS**, the members of the Occoquan Police Department work tirelessly to protect and serve our residents, businesses, and visitors, and keep our community safe; and

**WHEREAS**, police officers report for duty aware of the sacrifices they may be called upon to make and risk their lives each and every day to safeguard the public and enforce the laws of the Town and Commonwealth; and

**WHEREAS**, Virginia Police Week and Officers Memorial Day are opportunities to reflect upon the dedication and service of our police, honor officers who have fallen in the line of duty, and recognize the sacrifices made by the families of those officers and the families of those who continue to protect and serve our community.

**NOW, THEREFORE**, I, Earnest W. Porta, Jr., Mayor of the Town of Occoquan, and on behalf of the Occoquan Town Council hereby proclaim May 10-16, 2026, as

## POLICE WEEK

in the Town of Occoquan and urge the community to join in commemorating law enforcement officers, past and present, who have dedicated themselves to their community.

Adopted this 5<sup>th</sup> day of May 2026.

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Earnest W. Porta, Jr.    MAYOR  
On behalf of the Town Council of  
Occoquan, Virginia

ATTEST:

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Megan Lubash, Town Clerk



# TOWN OF OCCOQUAN

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**TOWN COUNCIL**  
Earnest W. Porta, Jr., Mayor  
Jenn Loges, Vice Mayor  
Cindy Fithian  
Eliot Perkins  
Theo Daubresse  
Robert E. Love

**TOWN MANAGER**  
Adam C. Linn, J.D.

**TO:** The Honorable Mayor and Town Council

**FROM:** Adam C. Linn, Town Manager

**DATE:** May 5, 2026

**SUBJECT:** Administrative Report

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This is a monthly report to the Town Council that provides general information on departmental activities including administration, public safety, engineering, zoning and building, public works and events.

## Administration

### Strategic Framework Updates:

These special updates cover all projects, programs and initiatives currently underway that further the priorities of the Town Council laid out in their FY24-25 Strategic Framework adopted at the April 18, 2023, Town Council Meeting. The updates are divided into each tier and priority. A Strategic Framework Tracker will be provided quarterly every April, July, October, and January.

### Capital Tiers

#### Tier 1

➤ **Continuing to Investigate Opportunities to Expand Public Parking Facilities:**

- Increase Efficiency at Private Property: Town Council directed staff in February 2026 to engage with private property owners to find ways to increase parking opportunities in Town. Staff will engage with business and residential members of the community to gauge interest.

➤ **Upgrading Stormwater Infrastructure:**

- Stormwater Improvements (Community Project Funding) UPDATED: On March 17<sup>th</sup>, 2023, Town staff submitted an application to Congressperson Spanberger's office under the FY2023 Community Project Funding Program to support remediation of the Town's stormwater system. On March 6, 2024, the Town was notified that \$920,000 had been appropriated for the project, and a press conference announcing the award was held at Town Hall on May 14, 2024. On September 13, 2024, staff met with an EPA representative to review the project scope and grant application process. Although funding has been allocated, the Town must complete the formal grant application process prior to executing a grant agreement. Staff subsequently met with the assigned EPA grant manager to clarify application requirements and submitted the application, along with NEPA review documentation, in February 2025. In March 2025, staff solicited bids for closed-circuit television (CCTV) inspection of the existing system and selected the County to perform the work in Spring 2025. During this period, staff also coordinated with EPA to address application comments and submitted revised

documentation to ensure compliance in late March. In June 2025, staff conducted an on-site meeting with the County and its contractor to review the scope of work. In July 2025, the County met with Town staff to review the project budget and prioritize improvements in response to increased costs, and subsequently completed the CCTV inspection. Thereafter, the Town engaged a consultant to develop a risk-based prioritization plan focused on critical failure points, environmental hazards, and illegal connections to inform future construction efforts. Staff has received an assessment memorandum from the contractor and updated the scope of work accordingly. The revised documentation has been submitted to EPA. On April 15, 2026, the Town received notice that its CATEX approval was received and is available for public viewing at EPA's website and the Town is currently awaiting final award and grant agreement.

➤ **Completing Riverwalk:**

- Riverwalk Grant Research and Submission: Pursuant to Council direction, staff did not pursue a VDOT Transportation Alternatives Program (TAP) grant for the project due to eligibility concerns. At the December Town Council meeting, staff was directed to identify and pursue alternative funding sources for the Riverwalk, and research efforts are ongoing. At the second February Town Council meeting, Council voted to reauthorize the Special Committee for the purpose of updating the planned Riverwalk expansion. The committee includes members of the Town Council as well as Nicholas Roper. The Riverwalk Expansion Special Committee (RESC) has since held two public meetings, on March 25 at 5:00 p.m. and April 8 at 5:00 p.m.
- Riverwalk Extension Project: UPDATED- Preliminary engineering and design of the Riverwalk extension are on pause. Town Staff has asked and received a quote to conduct preliminary engineering, environmental, and surveying work into extending the Riverwalk from the kayak ramp to the Riverwalk shops. At the RESC meeting on March 25<sup>th</sup>, Town Staff was asked to engage with the Town Engineer on cost estimates for a deck at the Mill House Museum section and the connection between the Kayak ramp and the existing Riverwalk. At the April 21<sup>st</sup> Town Council meeting, staff was requested to research costs for building an event deck behind Mill House Museum.

*Tier 2*

➤ **Developing/Promoting Town as a Trail Junction:**

- Trail Town Research: Town staff are currently supporting the Planning Commission in its strategic planning efforts that include researching and developing a Trail Town program for Occoquan. The Planning Commission's initial recommendations were presented to Town Council at its April 16<sup>th</sup>, 2024, meeting and revised recommendations were submitted in March 2025.

➤ **Promoting Connections with Regional Partners:**

- Occoquan Greenway (VDOT TAP Grant Project): In early May 2022, Town received notification that additional funding for the Transportation Alternatives Set-Aside Program was received through the federal infrastructure bill and that the Ellicott Street Sidewalk (Occoquan Greenway Connection) project was selected. This funding is available for fiscal years 2023-2024 and will be a coordination project with the Town, PWC Transportation and Parks Departments. The project includes sidewalk installation on Union Street and part of

Ellicott Street to connect the town to a planned off-road trail section of the Occoquan Greenway Trail. The project also includes a sidewalk installation along Ellicott Street, between Poplar Alley and Mill Street. The Town Council adopted a resolution of support for the project at its September 21, 2021 meeting. Surveying along McKenzie, Union, and Ellicott Streets was completed in November 2023. In December 2023, Town staff met with PWC and the engineering firm hired by PWC to review the initial drawings and conceptual designs. Town staff worked with the contractor and the County throughout 2024 to come to a solution that addresses potential turning issues and limits damage to the root system of the magnolia tree at the intersection of Mill and Ellicott Streets. The County Arborist has made recommendations for protecting the magnolia and staff is waiting on 100% plans from the County contracted engineer that will need to be reviewed and approved by VDOT. Town staff and Mayor Porta attended a meeting with Lake Ridge Parks & Recreation Association, Supervisor Boddye, and Prince William County Parks staff to discuss the phases of the Occoquan Greenway project. In April 2025, staff supplied their final comments on the contractor's 100% plans, including a 3-D brick design on the retaining walls along Union and Ellicott. Staff has been advised that the final plans are under review by VDOT and that the contractor intends to submit a site plan for land disturbance imminently with the Town. The contractor is moving forward with obtaining VDOT land use permit for construction instead of the Town land use permit. Utility relocations and right of way authorizations have been applied for and construction is proposed for late spring early summer 2027. Updates will be available at [www.occoquanva.gov/construction-updates](http://www.occoquanva.gov/construction-updates).

➤ **Improving Town Gateways:**

- Gateway Landscaping Improvements: Staff including gateway improvements in its 2025 Landscaping Plan. Native plantings were redesigned and some annuals were planted at the Commerce entry sign in late May. Staff has worked with the landscaping contractor to design native perennials and other hardscape accents that were installed at the Tanyard Hill Road entrance to town on October 28, 2025.

➤ **Pursuing Energy Efficiency/Sustainability Enhancements**

➤ **Improving Town Infrastructure**

- Union Street Crosswalk Project NEW- The Town has been working with Prince William County on improving the crosswalk at Union Street and Mill Street to install ADA accessible ramps. The plans have been completed and permitting is in process. Prince William County will be administering and covering the cost of the improvements. Construction is anticipated in mid-June.
- Staff will provide updates as the FY2026 Capital Improvement Program progresses.

*Tier 3*

➤ **Implementing Public Safety Projects:**

- Replacement PS Vehicle: The Occoquan Police Department has procured and onboarding two new fleet vehicles as part of its fleet maintenance program. One of the outdated replaced vehicles has been retired in accordance with its lease agreement. The second vehicle was initially expected to be sold; however, staff removed it from the listing after it did not receive the minimum bid following two separate attempts. This vehicle was placed back on auction, but has not met the reserve price yet.

- Body Armor Replacement: Police officers are in the process of having their ballistic vests replaced as the existing equipment reaches the manufacturer’s recommended service life and no longer provides the level of protection required for daily operations. To ensure officer safety and maintain compliance with industry standards, new vests are being issued department-wide. The replacement effort is being supported in part through funding from a U.S. Department of Justice grant, which helps offset costs while allowing the agency to equip personnel with modern, properly fitted protective gear.
- **Improving Town Properties (Mill House Museum, River Mill Park, Mamie Davis Park, Furnace Branch Park, Tanyard Hill Park):**
  - Street and Informational Signage Updates: Town staff is updating signage on town streets and properties to reflect current town branding and add new information.
  - Town Dock Regulations: Staff has completed the rules and regulations for the Town Dock that encourage sustainable and proper use of the public space. Staff ordered new signage and is updating the Town website with the rules and regulations as well as payment options for the next boating season.
  - Mill House Museum - UPDATED: Staff with direction from the Occoquan Historical Society completed interior demolition and renovations at the Mill House Museum to expand usable space and enhance the area for exhibits and presentations. Town Staff removed a closet in January 2026 to create more exhibit space for the Museum. Town Staff continues to work with the OHS to add shelving and hide cables in the space.
  - Developing Pocket Parks - UPDATED: Pursuant to Town Council direction, staff continue evaluating opportunities to expand the use of Town-owned outdoor spaces through the development of small pocket parks that enhance public gathering areas, walkability, and overall community character. One such example is the pocket park created at the Mill Street Storage Shed utilizing the CVG grant discussed below. These efforts are being undertaken with careful consideration of environmental impacts, including the preservation of natural features, stormwater management, and protection of existing green space. The objective is to balance increased public use with responsible stewardship to ensure these spaces remain sustainable and beneficial for both residents and visitors.

## Operating Tiers

### Tier 1

- **Personnel Recruitment, Retention, and Succession Planning**
- **Enhancing Timed Parking Program Education and Enforcement**
- **Enhancing Revenue from Town Events Programming**
  - Reconfigured Artisan Market: After consultation with the business community and direction from the Town Council, staff planned the return of the Holiday Artisan Market in December 2025. The two-day event was held on December 6<sup>th</sup> -7<sup>th</sup>, featuring a new layout and revised programming designed to make the event more logistically and financially feasible for the Town while providing a holiday draw for local businesses. Approximately 80 vendors participated.
  - Changing the Murder Mystery Event: Town Staff is looking into ways to change the murder mystery event to increase participation in the next year. Staff is looking into the facets of the Murder Mystery event that were successful and include them in future Town events.

- Mid-Winter Event - NEW: Town Staff is looking at adding a revenue-generating event in February 2027 to provide a community-oriented activity during the colder winter months, such as a Trivia Night. This event would offer residents and visitors an engaging indoor gathering opportunity while also generating modest revenue to support Town programs and initiatives.
- **Evaluating a Business Recruitment Program**
- **Enhancing Public Safety**
  - Public Fishing Events- UPDATED: On August 3, 2025, the Town hosted a Public Safety–led Snakehead Roundup from 8:00–11:00 p.m. at River Mill Park. Anglers were permitted to fish from the park and pedestrian bridge, areas typically closed to fishing, to help remove invasive snakehead fish. The event was well received and successful, prompting staff to explore additional seasonal fishing opportunities. On April 11<sup>th</sup>, the Town also hosted the Shad Run event, again permitting fishing from the park and footbridge but also expanded regular access to fishing along the old Mill ruins on a trial basis.
  - Unmanned Aircraft Program: Town Police have expanded the use of their Unmanned Aircraft System (UAS) program and began utilizing drones to support situational awareness and public safety during major events such as the Fall Arts & Crafts Show and the Holiday Artisan Market. In addition to event monitoring, the UAS program can be used for activities such as assisting in missing person searches, supporting traffic and crowd management, documenting accident or incident scenes, assessing hazardous areas that may be unsafe for officers to enter, and providing aerial imagery to enhance emergency response operations. Town Police received a grant award of approximately \$25,000 to purchase a new UAS and have begun the process of obtaining the UAS and is expected to have the new UAS available within the first quarter of 2026.
- **Enhancing Town Services**
- **Enhancing Town Beautification**
  - Gardening and Invasives Cleanup Programming – UPDATED: On July 26, 2025, staff hosted a pilot gardening and invasive species cleanup in coordination with volunteers. Following its success, staff worked with volunteer leaders and met with the Program Manager of Loudoun County’s Invasive Plant Species Management Program to assess needs, identify resources, and develop additional programming, including best practices, community engagement strategies, and potential funding opportunities to support native habitat restoration. A second and third cleanup were held in September 2025, and April 25, 2026, to continue removal efforts. The April 25<sup>th</sup> cleanup was successful in reducing and impacting invasive plant species in the area from behind Mill House Museum to the footbridge. The next Invasive Plant cleanups is scheduled for July 11, 2026. The public is encouraged to sign up on the volunteer Occoquan webpage.

*Tier 2*

- **Monitoring Technology Improvements for Productivity Enhancement**
- **Business Support Programming**
  - Continuance of Quarterly Business Meetings-: Visit Occoquan and the Town of Occoquan continue to host quarterly Town and Business Partnership Meetings. The meetings take place before Town Council meetings to optimize staff and attendee schedules. The next Town & Business Quarterly Meeting is scheduled for July 7, 2026 at 5:30 pm. Subscribe for updates

and find more information on meetings at: <https://www.visitoccoquanva.com/ocqhub>.

➤ **Tourism-led Economic Development Programming**

- 2025 CVG Grant Application-UPDATED: In partnership with Visit Occoquan, Town staff submitted an application for the 2025 Community Vitality Grant (VCG) through Virginia Main Street (VMS) to support a beautification and public art project at the Mill Street Storage Shed, which is being converted to a pocket park. In July 2025, the Town was awarded \$15,000 for the project, which Town Council formally accepted on October 7, with staff requesting the initial funding shortly thereafter. As part of the grant, staff presented mural contest guidelines to Town Council on November 5, 2025, and incorporated feedback in preparation for a public launch of the public art mural in February 2026. A contractor completed structural maintenance to the Mill Street Storage Shed in early 2026, and staff are preparing to install benches and planned landscaping improvements along the south side of the building. The mural design has been selected by Town Council and is scheduled for installation in June 2026.
- Exploring Off-Peak Tourism: In February 2026, Town Council directed staff to explore creating events and experiences aimed at increasing visitor traffic during traditional off-peak times in town.

➤ **Development of a Capital Asset Maintenance Program**

- Shared Emergency Management Resources: Town Council in updating strategic framework, directed Town staff to create priorities of Public Safety and Public Works aimed to help maintain emergency preparedness in the Town.

**Capital and Maintenance Project Updates:**

These are updates on significant maintenance items and existing and planned capital projects that are part of the Town's Capital Improvements Program (CIP) and additional to the Town Council's Strategic Framework priorities. Further project updates on capital and maintenance projects are available in the Public Works section of this report and at [www.occoquanva.gov/construction-updates](http://www.occoquanva.gov/construction-updates).

- Mill Street Water Issue: The recrowning work completed by VDOT contractors in 2023 along the section of Mill Street near the Ellicott Street intersection did not adequately address the longtime water flow issues in this area. Town staff removed the deteriorating temporary PVC pipe and replaced it with a new, more flexible temporary pipe to direct water from the pipe outlet at 426/430 Mill Street to the Ellicott Street stormwater inlet. The pipe is asphalted into place for added protection. As a result, water is not currently sheeting across Mill Street during and after large rainfall events and is instead traveling through the pipe to the Ellicott Street inlet. Minor damage occurred to the pipe over the winter and repairs were completed in March 2025. Updates will be available at [www.occoquanva.gov/construction-updates](http://www.occoquanva.gov/construction-updates).
- Edgehill Drive Water Issues: In early March 2024, Town staff received concerns about water bubbling through the road surface in the middle of Edgehill Drive. VDOT and PWC Service Authority have both responded to the issue and Service Authority has performed CCTV inspections of all its pipes in the vicinity in order to identify whether the issue was related to its system. In May 2024, VDOT removed part of the road surface and installing drainage pipes to move the water from under the roadway. Water again began to bubble through the road in February 2025. Town staff reported the issue to VDOT. In April 2025, staff removed sediment buildup from the area and power washed to help abate the smell and sediment issue. VDOT installed additional drains in late May; however, staff have noted continued water buildup in the area and has notified VDOT.

- Mill Street Cul-de-sac Railing: In July 2025, a car struck the railing along the top of the cliffside at the Mill Street cul-de-sac, causing thousands of dollars in damage. Approximately 80 feet of railing was broken off the concrete base and requires replacement. Staff contracted out the replacement and work was completed in August.
- Mill House Visitor Kiosk: In 2024, a car struck the visitor kiosk outside the Mill House Museum, destroying the structure. In June 2025, the Town received funding from Prince William County to replace it. Staff are currently working through permitting and design with a contractor. Staff has obtained permits necessary for installation and the installation is expected in the first quarter of 2026. The Kiosk was finished in the middle of March 2026. Take a look at the maps of Town businesses and historical sites on the new Kiosk.

### Development Project Updates:

These are updates on private development projects in the Town of Occoquan. More information can be found in the Engineering Section.

- The Mill at Occoquan: The Town approved the final site plan on August 12, 2024. As the developer finalizes a demolition permit with Prince William County, the Town is awaiting updates from the developer on asbestos removal and a new zoning permit application for demolition for the buildings on the properties. Previously, the Town approved a zoning application for demolition of the boat storage structure and the developer completed preliminary work in March.
- 406 McKenzie Drive Subdivision: Owners of 406 McKenzie Drive have submitted a subdivision application with the Town to divide the property into multiple parcels. Comments on the application have been provided to the owners, and several meetings have been held with them, their engineers, and the Town Engineer. At each meeting, the owners were advised of the Town Code provisions that limit development on slopes steeper than 20 degrees. They continue to work on options for subdividing the property within that limitation.
- Rivertown Overlook: The developer submitted an as-built and boundary line adjustment to the Town. The Town Engineer reviewed and returned comments in April 2025. The developer has responded and staff has responded with additional comments. The developer's plat was approved in mid-January 2026.
- 116 Washington Street: The developer submitted site plans for the development of 5 town homes. Staff has reviewed and responded with comments. The developer will need to respond back on the comments before further approval.

### Other News and Updates:

These are updates on any other noteworthy projects, programs, or initiatives being carried out in and around the town, including updates on deadlines and administrative projects.

- Tax Delinquencies: A number of BPOL filings are still outstanding. **The filings were due on March 1, 2026.** All delinquent accounts receive mail and/or email notices from Town staff. For more information on tax filing please contact the Town Clerk at [townclerk@occoquanva.gov](mailto:townclerk@occoquanva.gov) or visit [www.occoquanva.gov/living-here/tax-information/](http://www.occoquanva.gov/living-here/tax-information/) and/or [www.occoquanva.gov/business/doing-business-in-occoquan/](http://www.occoquanva.gov/business/doing-business-in-occoquan/).
- Town Vehicle License Enforcement—Town Ordinance Section 71-02 requires that owners of any motor vehicle principally garaged, stored, or parked in Town pay an annual Vehicle License Fee by November 15<sup>th</sup> of each year. The Town Police are increasing enforcement for vehicles found to be principally garaged, stored, or parked in Town without the Town decal

displayed. The Town decal should be displayed on the front windshield. The 2026 Town Decals are now available. **Please fill out the PDF or online form at [www.occoquanva.gov/living-here/tax-information](http://www.occoquanva.gov/living-here/tax-information).**

- Grass and Weed Code Compliance - UPDATED: As spring arrives, property owners are reminded that grass, weeds, and other vegetation exceeding 12 inches in height are in violation of Chapter 92 of the Town Code. Residents are encouraged to maintain their properties regularly to help preserve the appearance and safety of the community. Please note that when complaints are received, or when vegetation encroaches upon or obstructs public property and rights-of-way, violation notices will be issued to the property owner.
- Naming of Town Visitor Center: In coordination with the Occoquan Historical Society and Visit Occoquan, the Mill House Museum will also serve as the town's Visitor Center. Wayfinding and marketing information will be updated over the coming weeks to reflect this change. The change aims to give town visitors a clear location to go to for questions and to learn more about the town, while leveraging existing resources and generating more foot traffic at the museum.

## Treasurer Report – Supplemental Information

The March 2026 Financial Report is included in the Town Council agenda packet. Highlights from the current report are below, as well as additional information regarding current delinquencies (as of March 31, 2026).

BPOL Tax Delinquencies		
Business Name	Delinquency Period	Date of Last Notice/Status
AJANI TRUTH PHOTOGRAPHY	1 month	4/20/2026
AMAYA STUDIOS LLC	2 years	3/12/26
APIARY MARKET	1 month	4/20/2026
BALLYWHACK INC	1 year	3/12/26
CURATE	1 month	4/20/2026
EMERALD NAIL SPA	1 month	4/20/2026
INK AND FORM LEARNING DESIGN LLC	1 month	4/20/2026
LEGGYLASHES	1 month	4/20/2026
MARK SUMMERSON PHOTOGRAPHY	1 month	4/20/2026
NEXTHOME BELTWAY REALTY	1 year	3/12/26
NORMA FAYAK PHOTOGRAPHY LLC	1 month	4/20/2026
PAINT YOUR HEART OUT	1 month	4/20/2026
PATTIES CLEANING SERVICE	1 month	4/20/2026
PINCURLS HAIR SALON	1 month	4/20/2026
POPPS LLC	1 month	4/20/2026
PRM INTEGRATED SYSTEMS	1 month	4/20/2026
RAVENSWORTH CUSTOM HOME IMPROVEMENT LLC	1 year	3/12/26
REVAMP LANDSCAPING	1 month	4/20/2026
RODAS MC MULTI-SERVICES LLC	1 month	4/20/2026
RUBICON CONSTRUCTION AND SURVEYING	1 year	3/12/26
TALENT ACQUISITION CONCEPTS	3 years	3/12/26
URBANI INTEGRATED SOLUTIONS	1 month	4/20/2026

Transient Occupancy Tax Delinquencies		
Business Owner	Delinquency Period	Date of Last Notice/Status

Meals Tax Delinquencies		
Business Name	Delinquency Period	Date of Last Notice/ Status
BAR J CHILI PARLOR	6 months*	04/08/26
GRIND N CREPE	5 months *	04/08/26

\*Months of Outstanding Taxes for the period 12/24 -12/25

<b>Real Estate Delinquencies</b>			
<b>Property Owner</b>	<b>Delinquency Period</b>	<b>Date of Last Notice</b>	<b>Address</b>
ANCHOR LEASING L C	3 months	4/22/2026	302 MILL ST
ANCHOR LEASING L C	3 months	4/22/2026	304 MILL ST
ANCHOR PROPERTIES LC	3 months	4/22/2026	204 UNION ST
CRUISE CLAUDIA A	3 months	4/22/2026	104 POPLAR LN
HILLEBRAND JOSHUA JOSEPH & VALERIE LYNN HILLEBRAND SURV	3 months	4/22/2026	100 WASHINGTON ST
JONES SALUKA HALLIE	3 months	4/22/2026	205 WASHINGTON ST
MAHMOOD AHMED & ISRAA MAHMOOD SURV	3 months	4/22/2026	126 EAST COLONIAL DR
WHITE, FRANCESCA**	12 months	4/22/2026	1521 COLONIAL DR

\*By Mortgage Company

\*\*By Mortgage Company for year 1 missing, Year 2 missing as well.

<b>Meals Tax by Fiscal Year</b>			
<b>Month</b>	<b>FY24</b>	<b>FY25</b>	<b>FY26</b>
July	31,379	29,964	30,559
August	31,029	31,192	37,849
September	29,843	27,870	26,233*
October	26,873	28,254	27,495*
November	22,505	23,719*	22,386*
December	23,771	18,180*	20,049*
January	15,931	12,731*	16,666
February	20,087	16,953	17,503
March	27,626	26,886	29,521
<b>Total as of Latest Month:</b>	<b>229,045</b>	<b>215,749</b>	<b>228,261*</b>

\*Delinquencies still outstanding for this month that will noticeably increase tax revenue

## Engineering

**River Mill Park Drainage – no change from last report:** staff met with Fairfax County Water Authority to review options to modify park surface on 3/31/2025.

**Mill at Occoquan – update from last report:** Site plan approved by Town on 8/12/24. Application for demolition of boat storage structure approved 2/27/24. October 24, 2024, the applicant was notified that additional demolition permits are needed for the removal of structures other than boat storage. Demolition permit confirmed as active. Meeting with the applicant was held on 4/2/26. Intent to file for building demo permits by 10/1/26, working around craft show and Christmas season.

**Ellicott Sidewalk Extension Project – update from last report:** Project construction tentatively scheduled for FY2026. County Arborist examined magnolia and made recommendations, which will be part of final plan. Town will be issuing Land Disturbance Permit following application by Prince William County. Prince William County agrees to correct Union & Mill ADA complaint as part of TAP grant with Ellicott sidewalk. Layout proposed by Prince William County Transportation on 9/3/25, design accepted by Town Manager on 9/5/25. Meeting was held between Town Staff and County staff on 4/17/26. Expected bid date is not later than January 2028.

**115 Poplar Lane- no change from last report-** Working with applicant on an application for partial demolition and reconstruction of the existing single-family residence. Met with applicant on 2/18/2026.

**Riverwalk Connection Project- update from last report-** A proposal was sent to Adam Linn from Legacy Engineering on 1/22/2026 to perform engineering, environmental and surveying services for the Occoquan Riverwalk to connect the kayak ramp to the Riverwalk Boardwalk. Updated proposals and cost estimates provided to Town Staff on 4/20/26.

**Addressing Updates with PWC GIS/E911- update from last report-** working alongside PWC GIS and E911 to ensure Occoquan addresses align with current E911 standards and are recorded properly in GIS as addressing issues arise from zoning applications. Unit addresses were updated at 199 Union Street and recorded by PWC GIS. Town property on River Road was assigned address 103 River Road and recorded in GIS as a ROW dedication lot with the assigned address.

### Site Plans/Plats Under Review or Being Discussed with Owner/Tenant:

Address	Plan Number	Use	Status
Mill at Occoquan	SP2022-001	Mixed Use project	Plan approved by Town 8/12/24. 78 months expire 1/6/2028. Meeting on 4/2/2026
Kiely Court – 426 Mill Street	AB2025-017	Single family detached	As-built plans submitted May 10, 2025 - comments issued to Applicant on June 20, 2025. Resubmittal required.
105 Poplar Lane	Not assigned	Single family detached	Modifications to house and lot for final Occupancy Permit
406 McKenzie Drive	SUB2023-036	Subdivide existing lot into multiple parcels	Applicant contemplating subdivision into more than up to 5 lots. Plan still active but no resubmission. Meeting on 3/12/25. Follow-up meeting with Owner on 9/26/25. Most recent meeting on 12/22/2025. Variance request may be forthcoming.

Rivertown Overlook	BLA2025-006	Boundary Line Adjustment for Townhomes Development	Small change to increase lot size to keep steps within property line submitted 3/3/25; comments issued on 4/16/2025. Fourth submission received 12/3/25. Approvable 12/12/25. Approval letter sent 1/16/2026.
Rivertown Overlook	AB2025-005	As-built submission for bond release	As-built submission for bond release submitted 3/3/25; comments issued on 4/16/2025. Revised as-builts submitted 7/14/25, comments returned 8/1/25. Potential encroachment agreement may be needed for porch near Ellicott Street. As-Builts forwarded to PWW by engineering on 9/9/25. Third submission received 9/29/25. Comments sent on 10/29/2025. Fourth submission received 12/3/2025. Comments sent 1/30/2026. Meeting with applicant on 3/3/26. Town staff requested a written proposed solution from the developer on 4/17/26.
116 Washington	SP2025-002	Townhouses	Site plan submitted on 8/19/25, comments returned 10/4/2025. Fire Marshall comments returned 10/23/2025. Meetings on 1/12/26 and 2/9/26. Second submission was made to VDOT only on 3/25/26. VDOT returned comments on 4/16/26.
116 Washington	SUB2025-003	Townhouses	Subdivision plat submitted 8/19/25, comments returned 10/4/2025. Meetings on 1/12/26 and 2/9/26.
Berrywood	AB2025-041	As built submission for bond release	Submission received 12/8/25. Comments provided to applicant on 1/6/26.

## Zoning and Code Enforcement

Below is an overview of zoning permit applications and Town Code violations for the past month. Residents can learn more about zoning at [www.occoquanva.gov/government/zoning-land-development-and-building](http://www.occoquanva.gov/government/zoning-land-development-and-building).

A. The following is a list of **zoning reviews** from April 1 to April 30, 2026:

	Zoning Application #	Property Address	Activity
1	TZP2026-012	105 Vista Knoll Drive	Solar Panel Battery
2	TPZ2026-013	206 Commerce Street	Increase height of building
3	IAP2026-014	402 Mill Street	Reconfigure inside and outside of building

B. The following is a list of **zoning modification requests** from April 1 to April 30, 2026:

	Zoning Application #	Property Address	Activity
1			

C. The following is a list of **new violation letters** from April 1 to April 30, 2026:

	Property Address	Violation #	Violation	Town Action
1	208 Poplar Alley	OCV-2026-028	General	Courtesy email sent to business on 3/31/2026.
2	201 Mill Street	OCV-2026-029	ARB	In person meeting on 4/16/2026, filed ARB application. COA approved on 4/28/2-06
3	202 Union Street	OCV-2026-030	Signage	Complaint received 4/24/2026, under investigation with Town Hall.
4	209 Washington Street	OCV-2026-031	General	Complaint received 4/28/2026, under investigation with Town Hall.

D. The following is a list of **active/previous violations** from April 1 to April 30, 2026:

	Property Address	Violation #	Violation	Town Action
1	202-204 Commerce St	OCV-2026-007	Trash/Refuse	Courtesy email on 2/12/2026. Business owner conferred with Town Staff on 2/17, 2/25, 3/12, and 3/16 on progress.
2	301 Commerce	OCV-2026-009	General	Courtesy letter dropped off at business location on 3/16/2026;
3	303 Commerce	OCV-2026-010	ARB	Courtesy email on 3/16/2026.
4	202 Union Street	OCV-2026-017	ARB	Courtesy email sent on 3/16/2026. Application submitted on 4/24/2026.
5	202 Union Street	OCV-2026-018	Signage	Courtesy email sent on 3/16/2026.

6	209 Washington Street	OCV-2026-019	Signage	Courtesy email sent on 3/4/2026. Applied for permanent signage on 3/5/2026. Denied on the bases of size on 3/11/2026.
7	303 Commerce	OCV-2026-026	Signage	Courtesy email sent on 3/16/2026.

**Building and Property Maintenance**

**Building:** The Building Official monthly permit report provided by Prince William County is attached.

For more information on building permits and building code violations go to [www.pwcva.gov/departments/building-development-division](http://www.pwcva.gov/departments/building-development-division).

**Property Maintenance:** The Property Maintenance monthly report provided by Prince William County is attached.

Prince William County provides property maintenance enforcement for the Town of Occoquan. All complaints for property issues (excluding signage, yard, and landscaping concerns) should be filed with the Prince William County Neighborhood Services at [www.pwcva.gov/departments/neighborhood-services](http://www.pwcva.gov/departments/neighborhood-services).

## Public Safety

### Mission

The mission of the Occoquan Police Department (OPD) is to protect the lives and property of residents, visitors, and businesses; reduce the incidence and fear of crime; and enhance public safety within the Town's historic waterfront community. Through professional staffing, education, mentoring, and community policing, OPD works to maintain a supportive partnership with the community while respecting the rights and dignity of all people.

### Monthly Departmental Goals

- Provide for the safety of Town residents, businesses, visitors, and property.
- Promote a professional and accountable police department.
- Promote safe pedestrian and vehicular traffic throughout Town.
- Prepare for and respond to all threats and hazards facing the Town of Occoquan.

### Chief's Report

April marked a steady transition into Occoquan's spring operating season, accompanied by a noticeable increase in visitor activity as weather conditions improved. The historic district and waterfront areas, in particular, experienced higher foot traffic and extended use throughout both daytime and evening hours. Consistent with this seasonal shift, the Town saw a corresponding rise in calls for service, most notably related to illegal fishing and trespassing in and around the parks and river access points. In response, the Occoquan Police Department (OPD) maintained a highly visible and proactive posture, emphasizing community engagement, targeted enforcement, and the continued promotion of a safe and welcoming environment for residents, businesses, and visitors.



Operationally, OPD responded to a total of 197 calls for service through April 27<sup>th</sup>. Officers made three custodial arrests and demonstrated a strong emphasis on traffic safety and voluntary compliance, issuing 326 traffic summonses, seven parking violations, and 80 warnings. Preventative policing remained a cornerstone of daily operations, with officers completing 312 business checks and 408 park checks. These directed patrol efforts played a critical role in deterring criminal activity, enhancing officer visibility, and strengthening partnerships with the local business community during a period of increased activity.

From an organizational standpoint, the Department continued to prioritize professionalism, accountability, and operational readiness across all functions. One complaint was received against an OPD officer during April; it was promptly reviewed and addressed in accordance with established policy. Special operations capabilities remained available and aligned to support evolving mission requirements.

### April Highlights

<b>197</b> Calls for Service	<b>3</b> Custodial Arrests	<b>326</b> Traffic Summonses	<b>7</b> Parking Violations
<b>80</b> Warnings	<b>312</b> Business Checks	<b>408</b> Park Checks	<b>1</b> Officer Complaints

## **OPD Division Reports:**

### **Professional Standards Division**

The Professional Standards Division (PSD) continued to manage standards-driven functions essential to departmental accountability and operational integrity, including internal affairs intake, support to criminal investigations, records and documentation coordination, background investigations, and training oversight. During April, PSD maintained a strong focus on policy compliance, case tracking, administrative consistency, and timely response to complaints, inquiries, and emerging issues. One complaint was received against an OPD officer during the month; it was reviewed and addressed in accordance with established procedures. PSD also continued reinforcing training readiness and ensuring personnel remained aligned with departmental expectations and professional standards as operational tempo increased with the spring season.

### **Field Operations Division**

The Field Operations Division (FOD) remained responsible for comprehensive patrol coverage across the Town, maintaining a consistent and visible presence in residential areas, the historic district, and along the waterfront and Riverwalk. With the seasonal increase in visitors, officers emphasized proactive policing strategies, rapid response to calls for service, and high-visibility traffic enforcement to support public safety and orderly movement throughout Town corridors. April activity included 326 traffic summonses, 312 business checks, and 408 park checks. These efforts reflect a balanced approach combining enforcement with community engagement, helping to deter unlawful activity, address quality-of-life concerns such as trespassing and illegal fishing, and maintain a welcoming environment for residents and visitors.

### **Special Operations Division**

The Special Operations Division (SOD) maintained operational readiness throughout April to support both routine patrol functions and specialized mission requirements. Core capabilities, including marine patrol, emergency management coordination, unmanned aircraft systems (UAS), and other specialty resources—remained available for deployment as conditions required. With increased waterfront usage during the spring season, SOD assets were postured to respond to emerging needs, enhance situational awareness, and support enforcement and safety operations. Additionally, SOD continued to contribute to overall preparedness through targeted deployments and visibility efforts aligned with Town priorities.

Beyond local operations, OPD remained actively engaged in regional coordination and information-sharing efforts. The Department continues to participate in Northern Virginia Emergency Response System (NVERS) meetings, public safety working groups, and Metropolitan Washington Council of Governments committees. These partnerships strengthen interagency collaboration, enhance regional preparedness, and ensure OPD remains aligned with broader public safety initiatives across Northern Virginia and the National Capital Region.

**Patrol and Enforcement Activities:**

As of April 27<sup>th</sup>, for the month of April, the town police had 197 calls for service including\*:

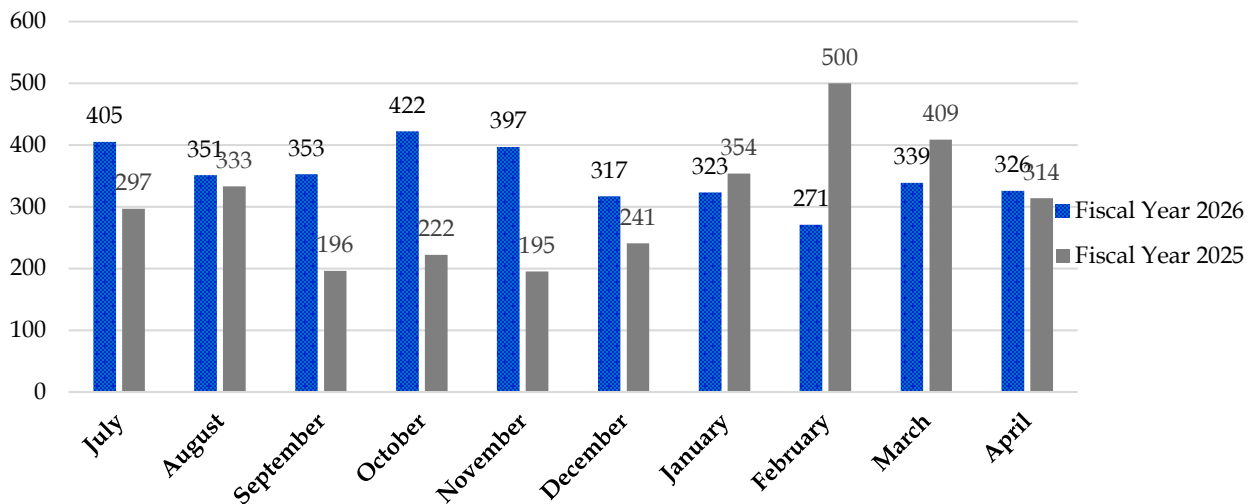
<i>Call for Service</i>	<i>#</i>	<i>Call for Service</i>	<i>#</i>
Alarm Call	1	Larceny/Theft	2
Animal Call	1	Misdemeanor Arrests	2
Assault & Battery	3	Other/Services	28
Burglary	1	Parking Complaints	2
Disabled Vehicle/Motorist Assist	15	Person in Crisis /Suicide Attempt	4
Disorderly	4	Racing	3
Domestic	3	Reckless Driving/Road Rage	3
Drug Overdose	1	Roadway Obstruction	14
Drunk in Public	2	Robbery	1
DUI Arrest	1	Stolen / Abandoned Vehicle	2
Fight in Progress	4	Suspicious Calls	19
Firearm Violation	2	Traffic Control	1
Found & Lost Property	3	Trespassing	26
Fraud/Attempted Theft	2	Vehicle Crash	13
Hit & Run	3	Vehicle Tow	8
Illegal Dumping	1	Warrant Arrest	1
Illegal Fishing	15	Warrant Service	2
Impaired Driving	1	Welfare Check	3
			197

\*Calls for service include responses by town police to both town and county incidents.

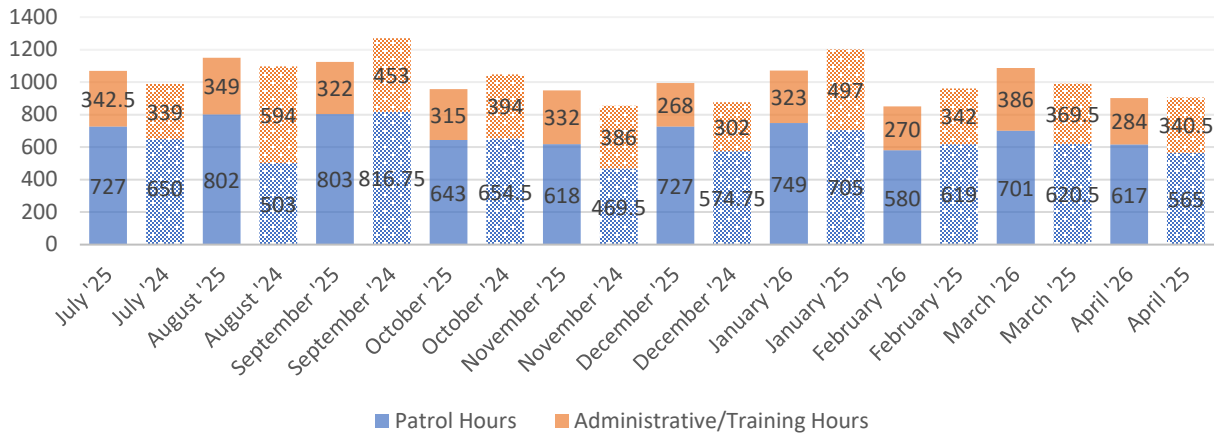
Town police made 3 custodial arrests, issued 326 traffic summonses, 7 parking violations, and 80 warnings.

Officers also engaged in 312 business checks and 408 park checks during the month of April.

Traffic Summonses FYTD (GRAPH)



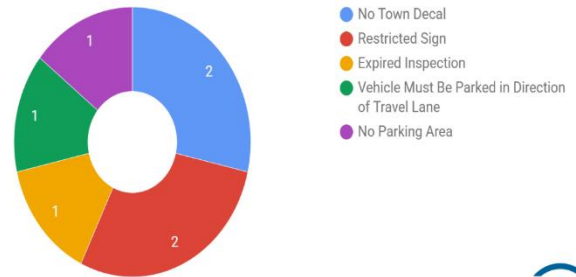
Patrol/Administrative/Training Hours FYTD (GRAPH)



Parking Enforcement (CHART/GRAPH)

Month	Parking Tickets	Warning
July	44	3
August	65	1
September	89	0
October	52	5
November	38	6
December	40	5
January	34	0
February	82	10
March	125	13
April	7	0

Occoquan VA - Tickets By Violation (Month To Date)

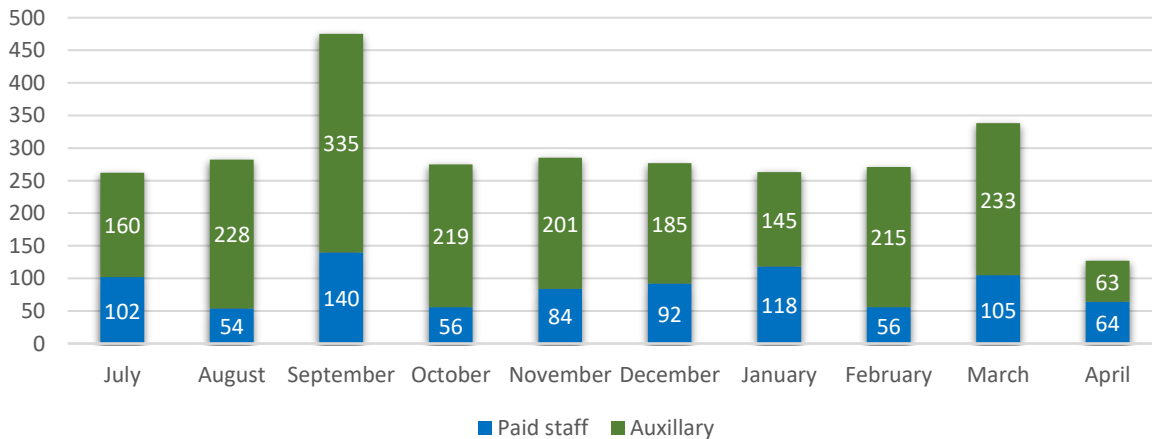


Date as of 4/26/2026, 12:00:00 AM



Volunteer in Police Service

For Fiscal Year 2026, our auxiliary police officers and paid police staff donated a total of 2,855 uncompensated hours to the Town. Below is a list of volunteer hours (uncompensated time) provided by our auxiliary police officers and paid police staff.



Special Operations Statistics

Marine Patrol					
Month	Hours on Patrol	Other Hours	Stops	Interactions	Calls for Service
July	50	16	15	73	4
August	21	12	14	65	8
September	0	5	0	0	0
October	11	4	7	8	2
November	0	6	0	0	0
December	2	3	0	0	0
January	0	0	0	0	0
February	0	4	0	0	0
March	1	4	0	0	0
April	8	12	2	10	2
<b>FY Total</b>	<b>93</b>	<b>66</b>	<b>38</b>	<b>156</b>	<b>16</b>
UAS Operations					
Month	Operational Hours	Training Hours		Special Events	Calls for Service
July	0	0		0	0
August	0	0		0	0
September	22	6		1	2
October	6	0		1	0
November	8	0		1	0
December	20	0		2	0
January	0	0		0	0
February	0	0		0	0
March	12	0		1	1
April	2	0		1	0
<b>FY Total</b>	<b>70</b>	<b>6</b>		<b>7</b>	<b>3</b>
UTV / HSEM Operations					
Month	Hours Staffed	Training Hours		Special Events	Calls for Service
July	22	8		1	0
August	23	12		2	0
September	154	0		2	0
October	24	0		3	0
November	38	0		1	0
December	172	0		2	0
January	94	0		0	1
February	72	0		0	1
March	40	0		1	0
April	36	0		2	0
<b>FY Total</b>	<b>675</b>	<b>20</b>		<b>14</b>	<b>2</b>

## Public Works

### Routine Activities

The Public Works Department engages in the following regular maintenance activities:

Activity	Weekday	Sat/Sun	Weekly	Monthly	Notes
Trash Collection/Check	X	X			Weekend checks during high traffic seasons
Street Sweeping			X		Sweeping Season: April - October
Check/Repair Gaslights	X				Review and schedule repairs as needed
Check/Replace Doggie Bags			X		
Check/Clear Storm drains			X		Weekly + Storm Prep
Check Public Restrooms	X	X			Weekend checks during high traffic seasons
Contractor Cleaning – RMP			X		Contractor cleans Fridays and Mondays
Check Tanyard Hill Park			X		Review and schedule repairs as needed
Check Mamie Davis Park and Riverwalk	X				Review and schedule repairs as needed
Check/Clean Kayak Ramp				X	Monthly to quarterly cleaning
Check River Mill Park	X				Review and schedule repairs as needed
Clean/Maintain RMP Light Poles				X	
Check Furnace Branch Park			X		Review and schedule repairs as needed
Minor Brick Sidewalk Check/Repairs			X		Review and schedule repairs as needed
Maintain Town Buildings			X		Review and schedule repairs as needed
Maintain Town Equipment			X		Vehicle and small engine repair, seasonal and as needed
Clean Town Vehicle			X		Ensure cleanliness and care of town vehicle
Maintain Annex/PW Facility	X				External and internal clean up and organization
Maintain Events Building at RMP				X	Monthly to quarterly
Check/Maintain Dumpster and storage area				X	
Water Flowers	X				Seasonal
Graffiti Check/Removal	X				
Litter Check/Removal	X				
Install/Repair Event Banners as Needed				X	Seasonal
Maintain Temporary Pipe on Mill Street				X	Until no longer needed
Pest Treatment				X	Town buildings every 3 months

## Public Works Highlights (April 2026)

- Removed and replaced loose bricks on Washington, Commerce, and Mill Streets
- Met with Landscapers to go over beautification objectives in the Town.
- Reviewed and touched up gas lights while conducting spring cleaning checks.
- Procured and planted spring annuals to brighten up Town planters and buildings.
- Installed and maintained the areas around Town banners and put up signage for RiverFest.

## Special Public Works Projects

Projects In-Progress: 8                      Projects Completed: 15

Below is an updated list of maintenance activities with status updated as of April 30, 2026:

Project	Status	Completion Date	Notes
<b>Building and Property Maintenance (TH, Annex, Museum and River Rd)</b>			
Mill House Museum Interior Renovations	Completed	1/16/2026	
Annex Indoor Painting	In Progress		Winter 2026
New Toilet Paper Holders at RMP Bathhouse	Completed	4/20/2026	
<b>Craft Show and Events Support</b>			
Prepping Town Hall for Peep Show	Completed		Spring 2026
Install Riverfest Banners	Completed	4/16/2026	
Repaint Booth numbers	In Progress		
<b>Landscaping</b>			
Spring Plantings	Completed	4/13/2026	Spring 2026
Spring Weeding, Pruning, Mulching	In progress		Spring 2026
<b>Holiday</b>			
Holiday Improvements Planning	In progress		Events Joint Project
Holiday Takedown at Mamie Davis Park, River Mill Park, the Historic District and Town Hall	Completed	1/23/2026	
<b>Park and Riverwalk Maintenance (RMP, MDP, Furnace, Tanyard, and Dock/Riverwalk)</b>			
Touch Up MDP Wayfinder	Complete		Winter 2026
Organize RMP Storage	Completed	1/5/2026	
Remove Stump at RMP	Completed	4/8/2026	April 2026
<b>Special Projects</b>			
Backup Generator Project	Not started		Paused – OPD Joint Project
TH, Mill St, and RMP Storage Reorg	Complete		TH started; Events Joint Project – Winter 2026
<b>Spring Cleaning</b>			

Project	Status	Completion Date	Notes
Inspect Gaslight Landing Riverwalk	Completed	3/30/2026	Spring 2026
Inspect Town Dock and Riverwalk	Completed	3/30/2026	Spring 2026
Curb and Striping Review and Painting	In progress		Winter 2026
Clean Trash and Recycling Containers	In Progress		Spring 2026
Clean and Touch Up Gaslights	Completed	4/16/2026	Spring 2026
<b>Streets, Sidewalks, and Parking</b>			
Repair Dogwoods on TH Bricks	Not started		
Restriping of McKenzie Drive	In Progress		Spring 2026
Repaint Parking lines at 200 Block of Mill Street	Completed	1/22/2026	
Remove Power Line Residue from Sidewalk at 308 Mill	In progress		Winter 2026
Center Lane Brick Repair	Not started		Spring 2026
Washington Street Brick Repair	Completed	4/28/2026	

## Events and Community Development

### Events and Community Development

We had a great kick off to our event season with PEEPS Show and Shad Run in April. Here are a few of the highlights from those events:

**Occoquan's PEEPS Show**– held April 1–4, featured participation from 24 town businesses and 56 community submissions – the highest level of involvement to date. The event also set a new attendance record, with 1,239 visitors casting votes.

**Occoquan's Shad Run** - 51 registered for the event; staff checked in 31 active anglers. Participants were provided with packaged snacks, coffee, and water throughout the morning. Three local businesses supported the event as sponsors, contributing either financially or through in-kind services. REI also contributed a backpack and water bottle set for a raffle prize. Additionally, the Occoquan Historical Society hosted a display, giving attendees the opportunity to learn more about the town's rich history.

**Trivia Night Series** - We are now preparing to launch our Trivia Night Series, which will run from May through October in River Mill Park. These events provide a fun and engaging opportunity for community members to test their knowledge while enjoying a lively, social atmosphere. Each session, hosted by Mayor Earnest W. Porta Jr., features friendly competition and encourages community connection. Teams of up to eight may register using the event form: [2026 Trivia Night Registration Form](#).

Staff is currently focused on preparations for two major upcoming events: the RiverFest & Craft Show (June 6–7) and the Fall Arts & Crafts Show (September 26–27).

**RiverFest & Craft Show** - The vendor application process is now closed, with 296 vendors accepted at the time of this report. The event team is finalizing vendor selections, booth assignments, and event logistics. Programming will highlight the river as a central theme, including boat tours, kayak history tours with Mayor Earnest W. Porta Jr., the annual Duck Splash, and conservation-focused activities in Conservation Alley. Additional event details are available at [HOME | Occoquan, Virginia Festivals](#).

**Fall Arts & Crafts Show** - Planning is already well underway, with 130 applications received to date. The team is currently working through the juried selection process.

In addition, staff has begun early planning for the *Art Garden*, a new feature of the Fall festival to be held in Mamie Davis Park. This space will offer hands-on workshops and live demonstrations led by local artists, creating a dynamic and interactive experience for attendees. The *Art Garden* will be supported by the grant from the Virginia Tourism Corporation.

TOWN OF OCCOQUAN  
 FINANCIAL STATEMENTS  
 AS OF MARCH 2026

	As of 7/1/25 (unaudited)	Unaudited Income / Expense FY26 YTD	As of 03/31/2026 (Unaudited)
<b>Nonspendable:</b>			
<b>Mamie Davis Fund</b>	\$100,000	\$-	\$100,000
<b>Prepaid Items</b>	\$-		\$-
<b>Restricted:</b>			
<b>E-Summons Fund</b>	\$57,268	\$1,219.40	\$58,488
<b>Assigned:</b>			
<b>Events Fund</b>	\$-	\$112,553.62	\$112,554
<b>CIP Fund</b>	\$347,267	\$(123,765.56)	\$223,502
<b>State Aid 599 Program Fund</b>	\$35,167	\$-	\$35,167
<b>Mamie Davis Park Fund</b>	\$8,879	\$(2,248.87)	\$6,630
<b>PEG Fund</b>	\$2,245	\$114.20	\$2,359
<b>Subtotal Assigned:</b>	\$393,558	\$(13,346.61)	\$380,211
<b>Unassigned:</b>			
<b>Operating Reserves</b>	\$200,000	\$-	\$200,000
<b>Other Unassigned</b>	\$623,152	\$113,589.23	\$736,741
<b>Subtotal Unassigned:</b>	\$823,152	\$113,589.23	\$936,741
<b>Total Fund Balance:</b>	<b>\$1,373,978</b>	<b>\$101,462.02</b>	<b>\$1,475,440</b>

## Town of Occoquan Budget vs. Actuals

July 2025 - March 2026

	Actual	Annual Budget	Net Change	% of Budget
<b>Income</b>				
<b>40000 TAXES</b>			0	
<b>40010 Real Estate</b>	316,403	311,289	5,113	101.64%
<b>40020 Meals Tax</b>	233,635	315,452	(81,817)	74.06%
<b>40030 Sales Tax</b>	29,596	48,000	(18,404)	61.66%
<b>40040 Utility Tax</b>	26,863	37,000	(10,137)	72.60%
<b>40050 Communications Tax</b>	17,158	31,000	(13,842)	55.35%
<b>40060 Transient Occupancy Tax</b>	26,726	43,000	(16,274)	62.15%
<b>40070 Peer-to-Peer Vehicle Tax</b>	0	0	0	
<b>Total 40000 TAXES</b>	<b>\$650,381</b>	<b>\$785,742</b>	<b>\$(135,360)</b>	<b>82.77%</b>
<b>41000 FEES/LICENSES</b>	795	1,000	(205)	79.50%
<b>41010 Vehicle License</b>	11,137	10,308	829	108.04%
<b>41020 Business Licenses</b>	92,133	93,499	(1,366)	98.54%
<b>41025 Business License Fee</b>	3,750	4,320	(570)	86.81%
<b>Total 41020 Business Licenses</b>	<b>\$95,883</b>	<b>\$97,819</b>	<b>\$(1,936)</b>	<b>98.02%</b>
<b>41030 Late Fees</b>	5,166	2,500	2,666	206.65%
<b>41040 FINES (PUBLIC SAFETY)</b>	319,142	427,000	(107,858)	74.74%
<b>41100 Administrative Fees</b>	14,753	8,500	6,253	173.56%
<b>41120 Service Revenue - Eng</b>		14,000	(14,000)	0.00%
<b>41130 Service Revenue - Legal</b>		5,000	(5,000)	0.00%
<b>41140 Service Revenue - Other</b>		500	(500)	0.00%
<b>41160 Convenience Fees</b>	1,256	0	1,256	
<b>Total 41000 FEES/LICENSES</b>	<b>\$448,133</b>	<b>\$566,627</b>	<b>\$(118,494)</b>	<b>79.09%</b>
<b>42000 GRANTS</b>	0	0	0	
<b>42021 NHSTA (DMV)</b>	0	26,000	(26,000)	0.00%
<b>42100 Alcohol</b>	1,947			
<b>42101 Pedestrian</b>	1,269			
<b>42102 Speed</b>	2,167			
<b>Total 42021 NHSTA (DMV)</b>	<b>\$5,383</b>	<b>\$26,000</b>	<b>\$(20,617)</b>	
<b>42040 PEG</b>	<b>\$114</b>	<b>\$-</b>		
<b>42110 Virginia DCJS</b>	0	0	0	
<b>42020 HB 599</b>	21,279	29,223	(7,944)	72.82%
<b>Total 42110 Virginia DCJS</b>	<b>\$21,279</b>	<b>\$29,223</b>	<b>\$(7,944)</b>	<b>72.82%</b>

42130 DEQ			0	
42010 LITTER	1,659	1,800	(141)	92.14%
<b>Total 42130 DEQ</b>	<b>\$1,659</b>	<b>\$1,800</b>	<b>\$(141)</b>	<b>92.14%</b>
<b>Total 42000 GRANTS</b>	<b>\$28,435</b>	<b>\$57,023</b>	<b>\$(28,588)</b>	<b>49.87%</b>
<b>43000 RENTALS</b>				
43010 Town Hall	0	80	(80)	0.00%
43020 River Mill Park	0	3,500	(3,500)	0.00%
43030 Mamie Davis Park Rental	4,175	2,500	1,675	167.00%
43040 200 Mill Street Lease	0	7,843	(7,843)	0.00%
<b>Total 43000 RENTALS</b>	<b>\$4,175</b>	<b>\$13,923</b>	<b>\$(9,748)</b>	<b>29.99%</b>
<b>44000 OTHER</b>		44,060	(44,060)	0.00%
44005 Insurance Proceeds	0	0	0	
44010 General Fund Interest	28,736	25,000	3,736	114.94%
44030 Mamie Davis Park Interest	0	0	0	
44040 Bricks Revenue	1,446	800	646	180.73%
44060 Other	6,814	5,000	1,814	136.28%
<b>Total 44000 OTHER</b>	<b>\$36,996</b>	<b>\$74,860</b>	<b>\$(37,864)</b>	<b>49.42%</b>
<b>Total Income</b>	<b>\$1,168,120</b>	<b>\$1,498,175</b>	<b>\$(330,055)</b>	<b>77.97%</b>
<b>Gross Profit</b>	<b>\$1,168,120</b>	<b>\$1,498,175</b>	<b>\$(330,055)</b>	<b>77.97%</b>
<b>Expenses</b>				
<b>60000 PERSONNEL SERVICES</b>			0	
60010 Salaries and Wages	465,248	667,101	(201,853)	69.74%
60020 Overtime	13,338	15,440	(2,102)	86.38%
60030 On-call Labor	41,698	68,800	(27,102)	60.61%
60040 Other Benefits (Cell)	0	0	0	
60050 Payroll Taxes	39,846	57,472	(17,626)	69.33%
60060 Life Insurance	3,865	6,081	(2,216)	63.55%
60070 Health Insurance	21,375	40,457	(19,082)	52.83%
60095 VRS Employer Contrib	20,282	40,116	(19,834)	50.56%
<b>Total 60000 PERSONNEL SERVICES</b>	<b>\$605,652</b>	<b>\$895,467</b>	<b>\$(289,815)</b>	<b>67.64%</b>
<b>60400 PROFESSIONAL SERVICES</b>			0	
60420 Consulting	0	0	0	
60430 Zoning and Engineering Services	30,925	40,000	40,000	77.31%
60440 Legal Services			0	
60443 Prosecutions	27,000	40,000	(13,000)	67.50%
60444 Administration	42,974	64,260	(21,286)	66.88%
<b>Total 60440 Legal Services</b>	<b>\$69,974</b>	<b>\$104,260</b>	<b>\$(34,286)</b>	<b>67.12%</b>
60450 Audit Services	19,470	20,370	(900)	95.58%
60460 Payroll Processing	6,000	8,150	(2,150)	73.62%

60465 Financial System Maintenance	2,160	2,160	0	100.00%
60470 Bank Charges	3,025	2,840	185	106.51%
60480 Facility Security Services	0	0	0	
<b>Total 60400 PROFESSIONAL SERVICES</b>	<b>\$131,555</b>	<b>\$177,780</b>	<b>\$(46,225)</b>	<b>74.00%</b>
<b>60800 INFORMATION TECH SERV</b>			0	
60810 Website Support	4,889	3,820	1,069	127.99%
60840 Phone Service	10,269	9,800	469	104.78%
60850 Internet Service	5,268	6,800	(1,532)	77.47%
60860 Hardware/Software & Maintenance	7,035	12,140	(5,105)	57.95%
60870 IT Support Services	7,601	11,000	(3,399)	69.10%
<b>Total 60800 INFORMATION TECH SERV</b>	<b>\$35,063</b>	<b>\$43,560</b>	<b>\$(8,497)</b>	<b>80.49%</b>
<b>61200 MATERIALS AND SUPPLIES</b>			0	
61210 Office Supplies	2,369	4,600	(2,231)	51.50%
61220 Operational supplies	14,894	21,900	(7,006)	68.01%
61240 Janitorial Supplies	170	1,000	(830)	17.03%
61250 Uniforms	5,497	7,000	(1,503)	78.53%
<b>Total 61200 MATERIALS AND SUPPLIES</b>	<b>\$22,931</b>	<b>\$34,500</b>	<b>\$(11,569)</b>	<b>66.47%</b>
<b>61600 OPERATIONAL SERVICES</b>			0	
61620 Copier Lease, Contract	4,044	6,000	(1,956)	67.40%
61630 Postal Services	1,803	2,500	(697)	72.13%
<b>Total 61600 OPERATIONAL SERVICES</b>	<b>\$5,847</b>	<b>\$8,500</b>	<b>\$(2,653)</b>	<b>68.79%</b>
<b>62000 CONTRACTS</b>			0	
62010 Refuse Collection	85,615	100,274	(14,659)	85.38%
62030 Snow Removal	0	2,500	(2,500)	0.00%
62040 Landscaping	16,726	35,000	(18,274)	47.79%
<b>Total 62000 CONTRACTS</b>	<b>\$102,341</b>	<b>\$137,774</b>	<b>\$(35,433)</b>	<b>74.28%</b>
<b>62400 INSURANCE</b>			0	
62410 Insurance	44,408	45,023	(615)	98.63%
<b>Total 62400 INSURANCE</b>	<b>\$44,408</b>	<b>\$45,023</b>	<b>\$(615)</b>	<b>98.63%</b>
<b>62800 PUBLIC INFORMATION</b>		0	0	
62820 Design/Print - Auto Decal	677	652	25	103.83%
62840 Postage - Newsletter	1,902	2,700	(798)	70.44%
<b>Total 62800 PUBLIC INFORMATION</b>	<b>\$2,579</b>	<b>\$3,352</b>	<b>\$(773)</b>	<b>76.94%</b>
<b>63200 ADVERTISING</b>			0	
63210 Advertising - Legal	1,619	2,500	(881)	64.77%
63230 Community/Business Supp	0	4,200	(4,200)	0.00%
<b>Total 63200 ADVERTISING</b>	<b>\$1,619</b>	<b>\$6,700</b>	<b>\$(5,081)</b>	<b>24.17%</b>
<b>63600 TRAINING AND TRAVEL</b>			0	
63610 Conferences	1,075	1,750	(675)	61.43%

63620 Membership and Dues	2,133	3,700	(1,567)	57.64%
63630 Travel Reimbursement	0	1,500	(1,500)	0.00%
63640 Employee Training	9,512	10,390	(878)	91.55%
63650 Boards and Comm Training	0	800	(800)	0.00%
<b>Total 63600 TRAINING AND TRAVEL</b>	<b>\$12,720</b>	<b>\$18,140</b>	<b>\$(5,420)</b>	<b>70.12%</b>
<b>64000 VEHICLES AND EQUIPMENT</b>			0	
64010 Town Vehicles M&R	9,148	8,500	648	107.63%
64030 Equipment M&R	7,612	6,400	1,212	118.94%
64040 Fuel	14,726	27,200	(12,474)	54.14%
64050 Equipment and Tools	13,940	5,950	7,990	234.29%
<b>Total 64000 VEHICLES AND EQUIPMENT</b>	<b>\$45,427</b>	<b>\$48,050</b>	<b>\$(2,623)</b>	<b>94.54%</b>
<b>64400 SEASONAL</b>			0	
64430 Parks/Town Hall Decor	5,852	9,200	(3,348)	63.60%
64440 Wreath Installation/Maint	1,730	3,000	(1,270)	57.67%
<b>Total 64400 SEASONAL</b>	<b>\$7,582</b>	<b>\$12,200</b>	<b>\$(4,618)</b>	<b>62.14%</b>
<b>64700 FACILITIES EXPENSE</b>	0		0	
<b>64800 TOWN HALL</b>			0	
64820 Elevator Inspection/Maint	220	400	(180)	54.92%
64830 Janitorial Services	2,550	4,937	(2,387)	51.66%
64850 Repair and Maintenance	293	1,000	(707)	29.32%
64860 Equipment Maint Contracts	0	400	(400)	0.00%
64880 Utilites - Gas/Water/Elec	3,753	4,700	(947)	79.84%
<b>Total 64800 TOWN HALL</b>	<b>\$6,816</b>	<b>\$11,437</b>	<b>\$(4,621)</b>	<b>59.59%</b>
<b>65200 MILL HOUSE MUSEUM</b>			0	
65210 OHS Subsidy (Mill Museum)	6,000	6,000	0	100.00%
65240 Repair and Maintenance	209	500	(291)	41.77%
<b>Total 65200 MILL HOUSE MUSEUM</b>	<b>\$6,209</b>	<b>\$6,500</b>	<b>\$(291)</b>	<b>95.52%</b>
<b>66000 ANNEX / MAINTENANCE YARD</b>			0	
66020 Equipment Maint Contracts	0	150	(150)	0.00%
66030 Utilities - Elect/Water	3,889	4,000	(111)	97.21%
66040 Repair and Maintenance	858	1,000	(142)	85.82%
<b>Total 66000 ANNEX / MAINTENANCE YARD</b>	<b>\$4,747</b>	<b>\$5,150</b>	<b>\$(403)</b>	<b>92.17%</b>
<b>66800 RIVER MILL PARK &amp; FACIL</b>			0	
66810 Brick Paver Program	595	300	295	198.33%
66820 Restroom Janitorial Serv	5,101	8,495	(3,394)	60.04%
66830 Winterization		350	(350)	0.00%
66840 Repair and Maintenance	864	4,000	(3,136)	21.60%
66850 Utilities	3,648	5,800	(2,152)	62.89%
66870 Equipment Maint Contracts	0	0	0	

Total 66800 RIVER MILL PARK & FACIL	\$10,208	\$18,945	\$(8,737)	53.88%
67200* MAMIE DAVIS PARK & RIVERWALK			0	
67220 Riverwalk & Dock	0	500	(500)	0.00%
67230 Winterization	500	350	150	142.86%
67240 Mamie Davis Park Repair & Maint	88	250	(162)	35.24%
67250 Utilities	137	1,700	(1,563)	8.08%
67260 Kayak Ramp - Repair & Maint	118	250	(132)	47.39%
Total 67200* MAMIE DAVIS PARK & RIVERWALK	\$844	\$3,050	\$(2,206)	27.67%
67600 TAYNARD HILL ROAD PARK	\$1,496			
67800 OCCOQUAN RIVER			0	
67810 River Water Quality Testing	0	2,500	(2,500)	0.00%
Total 67800 OCCOQUAN RIVER	\$-	\$2,500	\$(2,500)	0.00%
68000 FURNACE BRANCH PARK			0	
68010 Repair and Maintenance	0	250	(250)	0.00%
Total 68000 FURNACE BRANCH PARK	\$-	\$250	\$(250)	0.00%
68400* STREETS AND SIDEWALKS		0	0	
68410 Street Painting	0	1,500	(1,500)	0.00%
68420 Brick Sidewalk Repair	0	1,000	(1,000)	0.00%
Total 68400* STREETS AND SIDEWALKS	\$-	\$2,500	\$(2,500)	0.00%
68800 HISTORIC DISTRICT			0	
68810 Gas Light - Repair & Maint	0	1,000	(1,000)	0.00%
68820 Gas Light Utilities (Gas)	5,771	7,200	(1,429)	80.16%
68830 Signage - Repair & Maint	604	2,500	(1,896)	24.16%
68850 Street Tree - Repair & Maint.	0	2,000	(2,000)	0.00%
68860 Public Trash Containers	0	1,600	(1,600)	0.00%
Total 68800 HISTORIC DISTRICT	\$6,376	\$14,300	\$(7,924)	44.58%
Total 64700 FACILITIES EXPENSE	\$36,694	\$64,632	\$(27,938)	56.77%
68900 PUBLIC ART PROGRAM			0	
68910 Mural Installation	0	2,500	(2,500)	0.00%
Total 68900 PUBLIC ART PROGRAM	\$-	\$2,500	\$(2,500)	0.00%
Total Expenses	\$1,054,417	\$1,498,178	\$(443,761)	70.38%
Net Operating Income	\$113,703	\$(3)	\$113,706	
Net Income	\$113,703	\$(3)	\$113,706	
<b>CIP FUND</b>				
	<b>Actual</b>	<b>Annual Budget</b>	<b>over Budget</b>	<b>% of Budget</b>
Income				
42000 GRANTS	15,000	35,500	(20,500)	42.25%

42050 DOJ BVP	0	1,750	(1,750)	0.00%
42103 Virginia Dept of Fire Programs	737	0	737	
42130 DEQ	0	0	0	
42020 HB 599	0	19,000	(19,000)	0.00%
42070 EPA Community	0	904,025	(904,025)	0.00%
<b>Total 42000 GRANTS</b>	<b>\$15,737</b>	<b>\$960,275</b>	<b>\$(944,538)</b>	<b>1.64%</b>
<b>Total Income</b>	<b>\$15,737</b>	<b>\$960,275</b>	<b>\$(944,538)</b>	<b>1.64%</b>
<b>Gross Profit</b>	<b>\$15,737</b>	<b>\$960,275</b>	<b>\$(944,538)</b>	<b>1.64%</b>
<b>Expenses</b>				
<b>Total Expenses</b>			<b>\$-</b>	
<b>Net Operating Income</b>	<b>\$15,737</b>	<b>\$960,275</b>	<b>\$(944,538)</b>	<b>1.64%</b>
<b>Other Expenses</b>				
<b>62000 CONTRACTS</b>				
62040 Landscaping	0			
<b>Total 62000 CONTRACTS</b>	<b>\$-</b>			
<b>70000 CIP EXPENSE</b>			0	
70001 Streetscape	16,950	8,800	8,150	192.61%
70005 Building Improvements	17,027	33,725	(16,698)	50.49%
70006 Stormwater Management	28,703	1,130,031	(1,101,328)	2.54%
70014 Timed Parking Equipment	3,588	4,000	(412)	89.70%
70018 Snow Removal Equipment	0		0	
70020 Street/Curb Striping Prog	0	5,000	(5,000)	0.00%
72005 Mamie Davis Park Renovations	0	0	0	
72006 Riverwalk Improvements	0	0	0	
74001 Vehicles & Equipment	68,333	110,000	(41,667)	62.12%
74003 Body Armor	3,069		3,069	
76001 Computer Upgrades	1,834	3,000	(1,166)	61.12%
76006 Records Management Syst	0		0	
<b>Total 70000 CIP EXPENSE</b>	<b>\$139,503</b>	<b>\$1,294,556</b>	<b>\$(1,155,053)</b>	<b>10.78%</b>
<b>Total Other Expenses</b>	<b>\$139,503</b>	<b>\$1,294,556</b>	<b>\$(1,155,053)</b>	<b>10.78%</b>
<b>Net Other Income</b>	<b>\$(139,503)</b>	<b>\$(1,294,556)</b>	<b>\$1,155,053</b>	<b>10.78%</b>
<b>Net Income</b>	<b>\$(123,766)</b>	<b>\$(334,281)</b>	<b>\$210,515</b>	<b>37.02%</b>
<b>E SUMMONS FUND</b>				
	<b>Actual</b>	<b>Annual Budget</b>	<b>over Budget</b>	<b>% of Budget</b>
<b>Income</b>				
41000 FEES/LICENSES			0	
41040 FINES (PUBLIC SAFETY)	9,674		9,674	

41170 E-Summons		14,500	(14,500)	0.00%
<b>Total 41040 FINES (PUBLIC SAFETY)</b>	<b>\$9,674</b>	<b>\$14,500</b>	<b>\$(4,826)</b>	<b>66.72%</b>
<b>Total 41000 FEES/LICENSES</b>	<b>\$9,674</b>	<b>\$14,500</b>	<b>\$(4,826)</b>	<b>66.72%</b>
<b>Total Income</b>	<b>\$9,674</b>	<b>\$14,500</b>	<b>\$(4,826)</b>	<b>66.72%</b>
<b>Gross Profit</b>	<b>\$9,674</b>	<b>\$14,500</b>	<b>\$(4,826)</b>	<b>66.72%</b>
<b>Expenses</b>				
<b>60800 INFORMATION TECH SERV</b>				
60840 Phone Service	600	0	600	
60850 Internet Service	0	2,200	(2,200)	0.00%
60860 Hardware/Software & Maintenance	7,086	8,500	(1,414)	83.37%
<b>Total 60800 INFORMATION TECH SERV</b>	<b>\$7,686</b>	<b>\$10,700</b>	<b>\$(3,014)</b>	<b>71.84%</b>
<b>61200 MATERIALS AND SUPPLIES</b>				
61220 Operational supplies	768	1,200	(432)	64.00%
<b>Total 61200 MATERIALS AND SUPPLIES</b>	<b>\$768</b>	<b>\$1,200</b>	<b>\$(432)</b>	<b>64.00%</b>
<b>64060 E-Summons Equipment</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>	
<b>Total Expenses</b>	<b>\$8,454</b>	<b>\$11,900</b>	<b>\$(3,446)</b>	<b>71.05%</b>
<b>Net Operating Income</b>	<b>\$1,219</b>	<b>\$2,600</b>	<b>\$(1,381)</b>	<b>46.90%</b>
<b>Net Income</b>	<b>\$1,219</b>	<b>\$2,600</b>	<b>\$(1,381)</b>	<b>46.90%</b>

**EVENTS FUND**

	<b>Actual</b>	<b>Annual Budget</b>	<b>over Budget</b>	<b>% of Budget</b>
<b>Income</b>				
<b>41000 FEES/LICENSES</b>			0	
41100 Administrative Fees	0			
41160 Convenience Fees	4,990	5,627	(637)	88.69%
<b>Total 41000 FEES/LICENSES</b>	<b>\$4,990</b>	<b>\$5,627</b>	<b>\$(637)</b>	<b>88.69%</b>
<b>42000 GRANTS</b>		9,000	(9,000)	0.00%
<b>44000 OTHER</b>		0	0	
44020 Events Fund Interest	0	25	(25)	0.00%
44040 Bricks Revenue	0	0	0	
44060 Other	0	0	0	
<b>Total 44000 OTHER</b>	<b>\$-</b>	<b>\$25</b>	<b>\$(25)</b>	<b>0.00%</b>
<b>47000 EVENTS REVENUE</b>			0	
47010 Sponsorships	17,060	26,800	(9,740)	63.66%
47020 Booth Rentals	191,129	187,575	3,554	101.89%
47021 Ticket Sales	0	0	0	
47023 Community Events	2,642	11,800	(9,158)	22.39%
<b>Total 47021 Ticket Sales</b>	<b>\$2,642</b>	<b>\$11,800</b>	<b>\$(9,158)</b>	<b>22.39%</b>

47030 Shuttle Fees	40,566	71,500	(30,934)	56.74%
47040 Parking Space Sales	10,575	9,875	700	107.09%
47060 Merchandise	244	200	44	122.00%
47105 Revenue Share Agreements	0	0	0	
<b>Total 47000 EVENTS REVENUE</b>	<b>\$262,216</b>	<b>\$307,750</b>	<b>\$(45,534)</b>	<b>85.20%</b>
<b>Total Income</b>	<b>\$267,207</b>	<b>\$322,402</b>	<b>\$(55,195)</b>	<b>82.88%</b>
<b>Gross Profit</b>	<b>\$267,207</b>	<b>\$322,402</b>	<b>\$(55,195)</b>	<b>82.88%</b>
<b>Expenses</b>				
<b>60000 PERSONNEL SERVICES</b>			0	
60010 Salaries and Wages	39,120	50,025	(10,905)	78.20%
60020 Overtime	1,940	4,000	(2,060)	48.51%
60030 On-call Labor	5,689	18,220	(12,531)	31.22%
60050 Payroll Taxes	4,458	5,527	(1,069)	80.66%
60060 Life Insurance	1,059	1,650	(591)	64.20%
60095 VRS Employer Contrib	1,870	3,141	(1,271)	59.52%
<b>Total 60000 PERSONNEL SERVICES</b>	<b>\$54,136</b>	<b>\$82,563</b>	<b>\$(28,427)</b>	<b>65.57%</b>
<b>60400 PROFESSIONAL SERVICES</b>			0	
60460 Payroll Processing				
60465 Financial System Maintenance				
60470 Bank Charges	4,498	5,796	(1,298)	77.61%
<b>Total 60400 PROFESSIONAL SERVICES</b>	<b>\$4,498</b>	<b>\$5,796</b>	<b>\$(1,298)</b>	<b>77.61%</b>
<b>60800 INFORMATION TECH SERV</b>			0	
60840 Phone Service	0	600	(600)	0.00%
<b>Total 60800 INFORMATION TECH SERV</b>	<b>\$-</b>	<b>\$600</b>	<b>\$(600)</b>	<b>0.00%</b>
<b>61200 MATERIALS AND SUPPLIES</b>			0	
61210 Office Supplies	0	0	0	
61220 Operational supplies	4,961	14,175	(9,214)	35.00%
<b>Total 61200 MATERIALS AND SUPPLIES</b>	<b>\$4,961</b>	<b>\$14,175</b>	<b>\$(9,214)</b>	<b>35.00%</b>
<b>62000 CONTRACTS</b>			0	
62020 Equipment Rental	38,770	74,407	(35,637)	52.10%
62050 Entertainment	4,040	5,000	(960)	80.80%
<b>Total 62000 CONTRACTS</b>	<b>\$42,810</b>	<b>\$79,407</b>	<b>\$(36,597)</b>	<b>53.91%</b>
<b>63200 ADVERTISING</b>			0	
63220 Advertising - Marketing	9,134	10,000	(866)	91.34%
63230 Community/Business Supp	18,750	24,000	(5,250)	78.13%
<b>Total 63200 ADVERTISING</b>	<b>\$27,884</b>	<b>\$34,000</b>	<b>\$(6,116)</b>	<b>82.01%</b>
<b>64700 FACILITIES EXPENSE</b>			0	
<b>66800 RIVER MILL PARK &amp; FACIL</b>			0	
66810 Brick Paver Program	0	0	0	

Total 66800 RIVER MILL PARK & FACIL	\$-	\$-	\$-	
Total 64700 FACILITIES EXPENSE	\$-	\$-	\$-	
69200 SPECIAL EVENTS			0	
69210 HolidayFest	9,032	13,315	(4,283)	67.84%
69220 Volunteer TY / Town Party	2,113	1,750	363	120.77%
69225 Sponsorship Breakfast	0	0	0	
69240 Annual Tree Lighting	0	0	0	
69250 River Mill Park Events	5,609	10,720	(5,111)	52.32%
69290 Other Special Events	3,609	3,555	54	101.53%
Total 69200 SPECIAL EVENTS	\$20,364	\$29,340	\$(8,976)	69.41%
Total Expenses	\$154,653	\$245,881	\$(91,228)	62.90%
Net Operating Income	\$112,554	\$76,521	\$36,033	147.09%
Net Income	\$112,554	\$76,521	\$36,033	147.09%
<b>MAMIE DAVIS PARK</b>				
	<b>Actual</b>	<b>Annual Budget</b>	<b>over Budget</b>	<b>% of Budget</b>
Income				
44000 OTHER			0	
44030 Mamie Davis Park Interest	1,351	840	511	160.85%
Total 44000 OTHER	\$1,351	\$840	\$511	160.85%
Total Income	\$1,351	\$840	\$511	160.85%
Gross Profit	\$1,351	\$840	\$511	160.85%
Expenses				
70000 CIP EXPENSE	3,600	3,200	\$400	112.50%
Total Expenses	3,600	3,200	400	1
Net Operating Income	\$(2,249)	\$(2,360)	\$111	95.29%
Net Income	\$(2,249)	\$(2,360)	\$111	95.29%
<b>TOTAL NET INCOME (LOSS) ALL FUNDS</b>	<b>101,462</b>	<b>(257,523)</b>	<b>358,985</b>	<b>-39.40%</b>

**Balance Sheet**  
**Town of Occoquan**  
**As of Mar 31, 2026**

	Total		
	As of Mar 31, 2026	As of Mar 31, 2025 (PY)	\$ Change (PY)
Assets			
Current Assets			
Bank Accounts			
10001 Petty Cash - Operating	100	100	0
10010 Petty Cash - Events	0	75	-75
10022 Checking Account 0058	309,370.75	229,158.90	80,211.85
10024 Money Market 4220	203,318.48	202,001.56	1,316.92
10034 VIP - Investment Pool	0	0	0
25-0001 VIP 1-3 Year Bond Fund 0001	0	0	0
25-0002 VIP 1-3 Year Bond Fund 0002	0	0	0
25-5001 VIP NAV Liquidity Pool 5001	864,930.92	927,239.83	-62,308.91
<b>Total for 10034 VIP - Investment Pool</b>	<b>\$864,930.92</b>	<b>\$927,239.83</b>	<b>(\$62,308.91)</b>
10082 Mamie Davis Savings 4201	5,844.31	4,051.21	1,793.10
10083 Mamie Davis CD	100,000.00	100,000.00	0
<b>Total for Bank Accounts</b>	<b>\$1,483,564.46</b>	<b>\$1,462,626.50</b>	<b>\$20,937.96</b>
Accounts Receivable			
10180 Accounts Receivable	94,423.28	110,965.25	-16,541.97
<b>Total for Accounts Receivable</b>	<b>\$94,423.28</b>	<b>\$110,965.25</b>	<b>(\$16,541.97)</b>
Other Current Assets			
10190 Real Estate Receivable	1,286.61	1,286.61	0
11000 Prepaid Expenses	0	0	0
14990 Undeposited Funds	390,048.47	193,976.93	196,071.54
<b>Total for Other Current Assets</b>	<b>\$391,335.08</b>	<b>\$195,263.54</b>	<b>\$196,071.54</b>
<b>Total for Current Assets</b>	<b>\$1,969,322.82</b>	<b>\$1,768,855.29</b>	<b>\$200,467.53</b>
<b>Total for Assets</b>	<b>\$1,969,322.82</b>	<b>\$1,768,855.29</b>	<b>\$200,467.53</b>
Liabilities and Equity			
Liabilities			
Current Liabilities			
Accounts Payable			
20000 Accounts Payable	36,600.92	53,529.72	-16,928.80
<b>Total for Accounts Payable</b>	<b>\$36,600.92</b>	<b>\$53,529.72</b>	<b>(\$16,928.80)</b>

Credit Cards			
22000 Credit Cards			
22010 ExxonMobil (deleted)	0	1,477.52	-1,477.52
22020 Home Depot	0	0	0
22030 Lowe's Proservices	270.89	7,117.94	-6,847.05
22040 United Bank Credit Cards	11,800.86	529.55	11,271.31
22050 Shell Credit Card	1,750.69		1,750.69
<b>Total for 22000 Credit Cards</b>	<b>\$13,822.44</b>	<b>\$9,125.01</b>	<b>\$4,697.43</b>
<b>Total for Credit Cards</b>	<b>\$13,822.44</b>	<b>\$9,125.01</b>	<b>\$4,697.43</b>
Other Current Liabilities			
20935 Performance Bond	1,187.50	1,187.50	0
20940 Unearned Craft Show Rev	28,450.00	41,175.00	-12,725.00
20960 Unearned Other Revenue			
20970 Unearned Rental	0	950	-950
<b>Total for 20960 Unearned Other Revenue</b>	<b>\$0.00</b>	<b>\$950.00</b>	<b>(\$950.00)</b>
20980 Unearned R.E. Tax	2,343.83	1,202.97	1,140.86
21100 Unearned Fire Dept Grant	24,309.12	-2,221.61	26,530.73
21200 Payroll Liabilities	0	0	0
21230 VRS Employee Contributions	2,618.58	0.38	2,618.20
<b>Total for 21200 Payroll Liabilities</b>	<b>\$2,618.58</b>	<b>\$0.38</b>	<b>\$2,618.20</b>
<b>Total for Other Current Liabilities</b>	<b>\$58,909.03</b>	<b>\$42,294.24</b>	<b>\$16,614.79</b>
<b>Total for Current Liabilities</b>	<b>\$109,332.39</b>	<b>\$104,948.97</b>	<b>\$4,383.42</b>
<b>Total for Liabilities</b>	<b>\$109,332.39</b>	<b>\$104,948.97</b>	<b>\$4,383.42</b>
Equity			
30000 Nonspendable			
30005 PrePaid Items	0	0	0
<b>Total for 30000 Nonspendable</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
31000 Restricted			
31100 Mamie Davis (Endowment)	100,000.00	100,000.00	0
31200 E Summons Fund	57,268.35	48,985.23	8,283.12
<b>Total for 31000 Restricted</b>	<b>\$157,268.35</b>	<b>\$148,985.23</b>	<b>\$8,283.12</b>
31400 Assigned			
30030 Events Fund	0	0	0
30040 CIP Fund	347,267.23	436,006.00	-88,738.77
31050 Public Safety Grant Fund	35,167.16	24,235.30	10,931.86
31060 Mamie Davis Park Fund	8,878.65	7,090.41	1,788.24
31070 Public Education Grant Fund	2,244.70	2,110.70	134
<b>Total for 31400 Assigned</b>	<b>\$393,557.74</b>	<b>\$469,442.41</b>	<b>(\$75,884.67)</b>

31500 Unassigned			
30010 Emergency Operating Fund	200,000.00	200,000.00	0
30020 Unrestricted	623,151.59	470,147.03	153,004.56
<b>Total for 31500 Unassigned</b>	<b>\$823,151.59</b>	<b>\$670,147.03</b>	<b>\$153,004.56</b>
32000 Retained Earnings	0.00	0	271,742.04
Net Income	101,462.02	98,043.41	-161,060.94
<b>Total for Equity</b>	<b>\$1,475,439.70</b>	<b>\$1,386,618.08</b>	<b>\$88,821.62</b>
<b>Total for Liabilities and Equity</b>	<b>\$1,584,772.09</b>	<b>\$1,491,567.05</b>	<b>\$93,205.04</b>

\*Retained Earnings and Net Income were corrected to exclude erroneous Square Data  
Undeposited Funds is inaccurate due to Corrupt Data Upload by Intuit on 03/30/2026

**DEVELOPMENT SERVICES - BUILDING DEVELOPMENT**  
**Town of Occoquan - Permit Report**  
**April 2026**

Permit Number	Main Address	Description	Permit Type	Permit Status	Permit Workclass	Issue Date	Finalize Date
BLD2025-00482	264 GASLIGHT LANDING CT	NON STRUCTURAL A/R - KITCHEN REMODEL ON SECOND FLOOR	Building	Issued	R - Alteration/Repair	11/12/2024	
PLB2025-01051	264 GASLIGHT LANDING CT	NON STRUCTURAL A/R - KITCHEN REMODEL ON SECOND FLOOR	Plumbing	Issued	R - Alteration/Repair	11/12/2024	
BLD2025-03492	402 MCKENZIE DR	NEW TWO-STORY 7' x 32' REAR ADDITION -- AND -- INTERIOR RENO. INCREASE FLOOR-TO-CEILING HEIGHT OF MAIN AND UPPER LEVEL --AND -- REPLACE EXISTING ROOF.	Building	Issued	R - Addition	02/28/2025	
ELE2026-02108	402 MCKENZIE DR	upgrade service and panel 200 amps and adding switches plugs	Electrical	Issued	R - Addition	10/29/2025	
PLB2026-00375	402 MCKENZIE DR	Tapping into main sewer and new plumbing for new addition	Plumbing	Issued	R - Addition	08/11/2025	
GAS2026-00942	223 MILL ST	INSTALL NEW TANKLESS GAS WATER HEATER; INCREASED BTUS FROM 40K TO 160K	Gas	Issued	C - Alteration/Repair	02/20/2026	
GAS2026-00848	225 MILL ST	INSTALLATION OF A RINNAI TANKLESS WATER HEATER BTUS INCREASING FROM 40K TO 160K	Gas	Issued	C - Alteration/Repair	02/20/2026	
BLD2026-04446	405 MILL ST	REMOVE EXPOSED PORTION OF	Building	Pending	Demolition		

		EXISTING BOAT STORAGE METAL STRUCTURE. BUILDINGS WILL NOT BE DISTURBED AND ARE MARKED TO REMAIN.					
BLD202 1-06635	450 MILL ST	TLO FOR THE COTTAGE	Building	Issued	C - Tenant Layout	05/03/20 22	
ELE2022 -00482	450 MILL ST	TLO FOR POPPS (**PLAN REVISED TO INCLUDE (2) SERVICE DISC, (2) SUB PANELS, (1) 225A ECB FOR WATER HEATER 4-14-25 -HXF.**)	Electrical	Issued	C - Tenant Layout	12/22/20 23	
MEC202 1-02381	450 MILL ST	THE COTTAGE - TLO	Mechanical	Issued	C - Tenant Layout	08/29/20 25	
PLB2022 -00959	450 MILL ST	THE COTTAGE - TLO	Plumbing	Issued	C - Tenant Layout	11/08/20 23	
BLD202 6-00562	458 MILL ST	Replacement of destroyed kiosk outside Mill House Museum; on Town Sidewalk - FREE-STANDING SIGN	Building	Finalized	C - Sign	10/07/20 25	03/18/20 26
BLD202 6-03109	115 POPLAR LN	SEE NOTES FOR REST OF DESCRIPTION: Demo and remove existing deck, sunroom and roof of home - install new crawl space foundation and framing for 2 story addition and renovations with 6 full bathrooms, kitchen and wet bar - 2 story home and addition to be built on new and existing foundation	Building	Pending	R - Addition		

		and walls for a total 5200 sqft finished area. With rear covered porch of 308 sqft, rear sun deck of 140 sqft, front porch 142 sqft.					
BLD2026-03115	115 POPLAR LN	Demo and remove existing deck, sunroom and roof of home - install new crawl space foundation and framing for 2 story addition and renovations with 6 full bathrooms, kitchen and wet bar - 2 story home and addition to be built on new and existing foundation and walls for a total 5200 sqft finished area. With rear covered porch of 308 sqft, rear sun deck of 140 sqft, front porch 142 sqft.	Building	Pending	R - Alteration/Repair		
ELE2026-00933	203 UNION ST	**BCE FEES TO ONLY BE CHARGED ON ELE - PER KRISTIN ALEXANDER**BCE2024-00873 - **TEMPLATE ONLY FOR TRACKING PURPOSES - ELECTRICAL AND PLUMBING** This application is being submitted to get on BLD number so the Master Electrician can get a permit to make some upgrades.	Electrical	Finald	C - Alteration/Repair	09/22/2025	03/05/2026

ELE2026 -00933	203 UNION ST	**BCE FEES TO ONLY BE CHARGED ON ELE - PER KRISTIN ALEXANDER**BCE20 24-00873 - **TEMPLATE ONLY FOR TRACKING PURPOSES - ELECTRICAL AND PLUMBING** This application is being submitted to get on BLD number so the Master Electrician can get a permit to make some upgrades.	Electrical	Finaled	C - Alteration/Repair	09/22/20 25	03/05/20 26
PLB2026 -00507	203 UNION ST	**BCE FEES TO ONLY BE CHARGED ON ELE - PER KRISTIN ALEXANDER**BCE20 24-00873 - **TEMPLATE ONLY FOR TRACKING PURPOSES - ELECTRICAL AND PLUMBING** This application is being submitted to get on BLD number so the Master Electrician can get a permit to make some upgrades.	Plumbing	Finaled	C - Alteration/Repair	09/12/20 25	03/10/20 26
PLB2026 -00507	203 UNION ST	**BCE FEES TO ONLY BE CHARGED ON ELE - PER KRISTIN ALEXANDER**BCE20 24-00873 - **TEMPLATE ONLY FOR TRACKING PURPOSES - ELECTRICAL AND PLUMBING** This application is being submitted to get on	Plumbing	Finaled	C - Alteration/Repair	09/12/20 25	03/10/20 26

		BLD number so the Master Electrician can get a permit to make some upgrades.					
ELE2025-03999	209 WASHINGTON ST	REPLACING 200AMP WITH 200 AMP PANEL WITH MORE SPACES	Electrical	Pending	C - Alteration/Repair		
MEC2025-01538	209 WASHINGTON ST	ADD ON PACKAGE FOR HEAT PUMP	Mechanical	Pending	C - Alteration/Repair		
ELE2026-02956	210 WEST LOCUST ST	INSTALL A TESLA WALL CHARGER	Electrical	Issued	R - Alteration/Repair	01/15/2026	
PLB2026-00507	203 UNION ST	<b>**BCE FEES TO ONLY BE CHARGED ON ELE - PER KRISTIN ALEXANDER**BCE2 024-00873 - **TEMPLATE ONLY FOR TRACKING PURPOSES - ELECTRICAL AND PLUMBING** This application is being submitted to get on BLD number so the Master Electrician can get a permit to make some upgrades.</b>	Plumbing	Issued	C - Alteration/Repair	09/12/2025	
ELE2025-03999	209 WASHINGTON ST	REPLACING 200AMP WITH 200 AMP PANEL WITH MORE SPACES	Electrical	Pending	C - Alteration/Repair		
MEC2025-01538	209 WASHINGTON ST	ADD ON PACKAGE FOR HEAT PUMP	Mechanical	Pending	C - Alteration/Repair		
ELE2026-02956	210 WEST LOCUST ST	INSTALL A TESLA WALL CHARGER	Electrical	Issued	R - Alteration/Repair	01/15/2026	

END OF REPORT

**PCE Cases Initiated by Town**

**All Open Cases and Cases Closed On or After 04/13/2026**

*\*Counts business days only.*

**Town of Occoquan**

<u>Site Address</u>	<u>Case Number / Case Status</u>	<u>Date Received</u>	<u>Date Closed</u>	<u>Business Days Open (Pending)</u>	<u>Assigned To</u>	<u>Case Description</u>	<u>Violation Description(s)</u>	<u>Date VIO Founded</u>	<u>Notice Issued</u>	<u>Summons Issued</u>	<u>Court Action</u>
202 UNION ST	<a href="#">BDM2026-00323</a> Violation Issued	02/28/2026		40	Keaveny, Christopher	Created via PWC311 SR 26-00002333 - Exterior Building Maintenance Issue//COMPLAINT OF DAMAGED SIDING AND WINDOW COVER. Can this be viewed from a public right of way?->Yes Please select type of structure that is in disrepair. Select all that apply.->Commercial Building Please provide a brief description of the maintenance issue.->Siding on the wall is crumbling down, and a window cover is torn. Additional Information->	Exterior Structure-Protective Treatment Exterior Walls	03/02/2026 03/02/2026	03/03/2026		
116 WASHINGTON ST 1	<a href="#">UNS2026-00112</a> Violation Issued	04/03/2026		16	Lopez, Raleigh	REFERRAL FROM FMO/PREVIOUS UNSAFE DUE TO FIRE DAMAGE/NEW OWNER./PREVIOUS PSTD#2024-00094/PREVIOUS UNS2024-00063.	General (Unsafe)	04/01/2026	04/03/2026		
	<a href="#">UNS2026-00113</a> Violation Issued	04/03/2026		16	Lopez, Raleigh	REFERRAL FROM FMO//PREVIOUS PDR-PSTD FOR UNITS #2-#6. UNIT #2 PSTD2024-00093// UNITS #3-6 PSTD#2024-00092. UNSAFE DUE TO FIRE DAMAGE. NEW OWNER.	General (Unsafe)	04/26/2026	04/03/2026		

**Total Number of Cases for Town of Occoquan: 3**

**Total Number of Addresses Affected: 2**

Report Date: 4/27/2026  
Report Time: 4:13:40AM

**PUBLIC WORKS - PROPERTY CODE ENFORCEMENT**

Report Name: EG\_PCE Open Cases by Town.rpt  
Page 2 of 3

**PCE Cases Initiated by Town**

**All Open Cases and Cases Closed On or After 04/13/2026**

*\*Counts business days only.*

**Total Number of Violations Issued: 3**

**Total Number of Cases Closed : 0**

**Total Number Cases Closed with No Violation: 0**

**Total Number of Cases Still Open: 3**

**Total Number of Open Cases with Violations: 3**

**Average Number of Business Days Cases are Open This Town: 24.00**

**Average Number of Business Days Cases are Open (Grouped by Address and Date Received) This Town: 28.00**

**Total Number of Cases with Pending Activities for this Town: 0**

**Total Business Days of Pending Activities for this Town: 0**

**PCE Cases Initiated by Town**

**All Open Cases and Cases Closed On or After 04/13/2026**

*\*Counts business days only.*

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**Total Number of Cases for All Towns Selected: 3**

**Summary by Case Status:**

Violation Issued	<u>3</u>
	3

**END OF REPORT**

Town of Occoquan - Open BCE Case(s)

<u>CASE NUMBER</u>	<u>SITE ADDRESS</u>	<u>DESCRIPTION</u>	<u>CASE STATUS</u>	<u>DATE OPENED</u>	<u>ASSIGNED TO</u>	<u>ASSIGNED TO EMAIL</u>
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END OF REPORT

# Town Attorney Report

To: Mayor and Council, Town of Occoquan  
Thru: Adam Linn, Town Manager  
From: Martin Crim, Town Attorney  
Re: Report for May 5, 2026, Council Meeting  
Date: April 29, 2026

## NOT CONFIDENTIAL

This is a non-confidential report on the matters that my office has been working on for the Town since my previous written report to Council on March 24, 2026:

1. Continued to monitor General Assembly bills of interest to the Town.
2. Advised staff as to code enforcement matters.
3. Advised staff as to renewal of lease for 200 Mill Street.
4. Scheduled training for Board of Zoning Appeals and Planning Commission for May 13.
5. Reviewed a contract for mural creation.
6. Advised the Town Treasurer regarding handling of unclaimed funds and collection of unpaid debts to the Town.
7. Worked with staff on responses to public record requests under FOIA.
8. Worked with staff on proposed deck at Mill House Museum.
9. Advised staff as to public notice compliance for taxes.
10. Advised staff as to the process for acceptance of a gift.



**TOWN OF OCCOQUAN**  
**TOWN COUNCIL MEETING**  
 Agenda Communication

<b>10. Regular Business</b>	<b>Meeting Date:</b> May 5, 2026
<b>10a. Request to Approve Contract Quote and Appropriate Funds for the Mill House Museum Deck Project</b>	

**Attachments:** a. Quote from Prince William Home Improvement  
**Submitted by:** Adam C. Linn  
 Town Manager

**Explanation and Summary:**

This is a request to approve a contract quote and appropriate funds from the Capital Improvement Program to construct a deck behind Mill House Museum.

**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.

In February 2026, the Town Council authorized the Mayor to appoint and chair a second Riverwalk Expansion Special Committee (RESC). The Committee was tasked with developing an updated, actionable strategic plan to advance the Riverwalk expansion in light of current funding realities and project priorities. As part of its work, the Committee identified key design components, including an event deck behind the Mill House Museum.

At the April 21<sup>st</sup> 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.

In response, Town staff solicited multiple quotes for the construction of a commercial-grade event deck. One written quote was received, while two contractors declined to provide estimates. The proposal from Prince William Home Improvement is below the cost estimate presented at the April 21<sup>st</sup> meeting.

In order to prepare the site for construction of an event deck, two trees located directly behind the Mill House Museum must be removed. Prince William Home Improvement does not provide those services. The estimated costs for tree removal range from \$7,000 to \$10,000.

Staff anticipates that the completed deck can be rented in accordance with the Town's Facility Rental Policy, thereby generating revenue to support Town operations and programming.

**Staff Recommendation:** Approve the motion presented.

**Cost and Financing:** \$180,000

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

**Proposed/Suggested Motion:**

"I move to approve the Project Quote from Prince William Home Improvement, authorize the Town Manager to execute the contract, and appropriate from the FY2026 Town Budget an amount not to exceed \$180,000 for purposes of removing two trees and installing an event deck in the rear of the Mill House Museum."

OR

Other action Council deems appropriate.



# 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

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# TOWN OF OCCOQUAN

## TOWN COUNCIL MEETING

### Agenda Communication

<b>10. Regular Business</b>	<b>Meeting Date:</b> May 5, 2026
<b>10b. Request to Waive Special Event Fee for Visit Occoquan</b>	

**Attachments:** None  
**Submitted by:** Adam C. Linn  
Town Manager

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#### **Explanation and Summary:**

This is a request by Visit Occoquan for Town Council to waive the non-refundable \$25 special event application fee and the facility event capacity for their use of Mamie Davis Park for a fundraising event on October 17, 2026.

#### **Background:**

Visit Occoquan, Inc. ("Visit") is a 501(c)(3) nonprofit organization based in the Town of Occoquan with a mission to promote and share the Town's unique historic character with both visitors and residents. Visit has applied for a Facility Use Permit and Special Event Permit proposed hosting a fundraising event on October 17, 2026, to support its organizational efforts.

The proposed event would be marketed to the general public and is anticipated to draw approximately 150 attendees. As outlined by Visit, the event would include the sale of alcoholic beverages, ticketed admission, and additional fundraising components such as a silent auction and similar activities.

In connection with this request, Visit has asked staff to:

- A waiver of the Facility Use fees;
- A waiver of the Special Events application fee; and
- Authorization to exceed the established 50-person capacity limit for Mamie Davis Park.

The Town's Facility Use Policy and Guidelines, last updated January 1, 2023, establish the procedures, requirements, and fee structure for the use of Town-owned parks and buildings. Under this policy, Mamie Davis Park has a designated capacity of 50 persons. The standard rental fee is \$50 for the first four hours, with additional hours billed at \$50 per hour. The policy does provide a fee exemption for Town-based nonprofit organizations; however, it does not include a provision authorizing staff to increase the established occupancy capacity for an event.

The Town's Special Events Policy and Guidelines, also updated January 1, 2023, govern events occurring on public streets or property that are not directly organized by the Town's Events Director or Events Committee and are open to the public. A Special Event Permit is required when any of the following conditions apply:

1. The presence of amplified or otherwise loud sounds, such as concerts or fireworks;
2. The use or obstruction of public rights-of-way within the Town;
3. The sale or consumption of alcoholic beverages;

4. Events marketed to and intended for the general public; and/or
5. Events involving the collection of fees, ticket sales, or other monetary contributions.

Based on the information provided by Visit, the proposed event would meet multiple criteria requiring a Special Event Permit. The Special Events Policy establishes a \$25 non-refundable application fee; however, unlike the Facility Use Policy, it does not include a provision for fee waivers.

Accordingly, any waiver of applicable fees, as well as authorization to exceed the established park capacity, would require approval by the Town Council.

**Staff Recommendation:** No recommendation.

**Proposed/Suggested Motion:**

“I move to approve the request from Visit Occoquan, Inc. to hold a fundraising event at Mamie Davis Park on October 17, 2026 (or its rain date), and authorize: (i) a waiver of the Special Events application fee; and (ii) an increase in the event capacity to up to 150 attendees, subject to compliance with all other applicable Town policies, permits, and public safety requirements, including any conditions imposed by Town staff.”

OR

Other action Council deems appropriate.



**TOWN OF OCCOQUAN**  
**TOWN COUNCIL MEETING**  
Agenda Communication

<b>11. Discussion Items</b>	<b>Meeting Date:</b> May 5, 2026
<b>11a:</b> Visit Occoquan, Inc. FY26 Third Quarterly Report	

**Attachments:** 2025 Third Quarterly Report

**Submitted by:** Adam C. Linn  
Town Manager

---

**Explanation and Summary:**

This is a discussion item to review and discuss Visit Occoquan's report on the third quarter of Fiscal Year 2026's events and marketing. A representative from Visit Occoquan will present the attached report and answer questions from the Town Council.

**Staff Request:** Provide feedback on the report.



# Visit Occoquan *Virginia*

## Marketing, Social Media & Tourism FY26 QUARTER 3 REPORT

Report produced by Sarah Hitchcock Burzio

Visit Occoquan Executive Director | [sarah@visitoccoquanva.com](mailto:sarah@visitoccoquanva.com)

# About

## Quarter 3

January 1, 2026 to March 31, 2026

## Financial Commitment

\$6,250

## Goals

To provide the Town of Occoquan with marketing, tourism promotion, education, and economic development services, plus engage the business community as a partner with the Town of Occoquan.

## Hours

Board of Directors  
(7 volunteers):  
Roughly 35 hours

Executive Director  
(1 part-time staff):  
Roughly 350 hours

## At a Glance

**7.99%**

**growth**

in email  
subscribers

**9,814**

**total**

Instagram  
Followers

**45.85%**

**open rates**

in email  
marketing

**107.7K**

**views**

on our top  
Instagram post

**459**

**increase**

new Instagram  
followers

**35-44**

**age range**

highest follower  
demographic

## Board & Staff

STAFF: Sarah Hitchcock Burzio, *Executive Director*

BOARD: Jordan Sanders, *President*  
Petra Carden, *Vice President*  
Ben Rasmussen, *Secretary/Treasurer*  
Jess Bastone, *Member/Town Seat*  
Gretchen Chapman, *Member*  
Gillian Gonzalez, *Member*  
Walt Seiberling, *Member*



# Email Marketing

Subscriber growth over time:

DATE	LIST TOTAL	GROWTH
April 1, 2026	16,306	7.99%
Dec. 31, 2025	15,100*	0.57%
Sep. 30, 2025	15,013	10%
June 1, 2025	13,647	47%
June 1, 2024	9,285	35%
June 1, 2023	6,880	31%
June 1, 2022	5,265	

## Breakdown

Residents	6
Businesses	11
<b>Comms Emails:*</b>	<b>17</b>
General/Multiple Events	2
<b>Marketing Emails:</b>	<b>2</b>

<b>TOTAL EMAILS</b>	<b>19</b>
---------------------	-----------

*\*Comms emails are logistical in nature and include things like the monthly Town newsletter, snow removal, business updates, business survey requests, and other informative details for Town businesses and residents.*

## Statistics

Emails sent	19
Recipients	31,432
Opens	14,241
Open Rate	45.85%
Click Rate	1.84%
Unsubscription Rate	0.21%

Marketing email with the highest open rate was

## Analysis

Because of limited events and marketing for the January, February, and March months, most of the communication this time period was related to snow removal and resident/business information.

There are ways we could include more gift guides or other business-focus marketing during this time, but it's not something that is currently budgeted and it does take a decent amount of time to do.

# Social Media

## Instagram

Views ⓘ

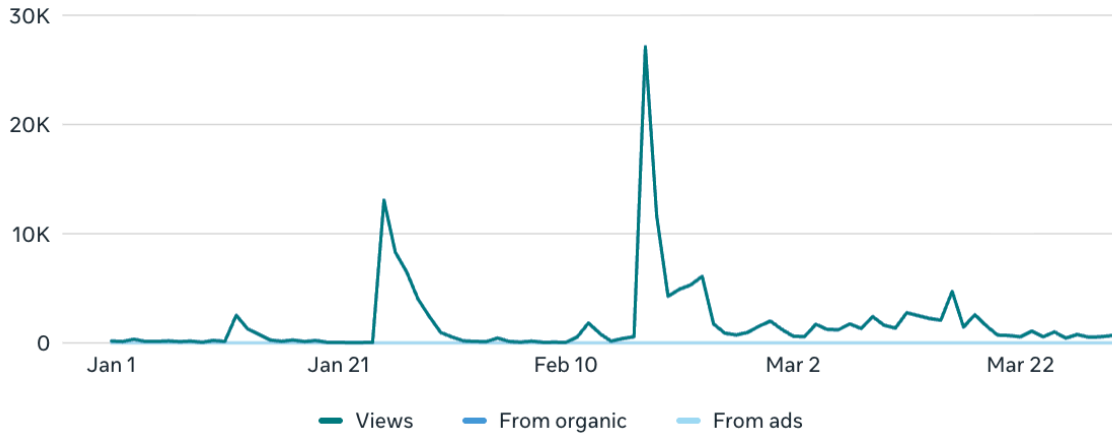
159.3K ↓ 51.5%

Reach ⓘ

9.2K ↓ 74%

Content interactions ⓘ

7.1K ↓ 18.7%



### Views breakdown

Jan 1 - Mar 31

Total

159,342 ↓ 51.5%

From organic

159,331 ↓ 48.1%

From ads

11 ↓ 99.9%

### Published content ⓘ

Based on up to 200 pieces of content

-61.3% vs. Oct 3, 2025 - Dec 31, 2025

Stories



Posts



## Top Posts



today I'm in historic Occoquan. When I wa...

Mon Feb 16, 3:43pm

👁 107.7K ❤️ 4K  
👤 167 ➡️ 1.5K

Ad spend: \$550



Quack quack! 🦆 Tickets are now...

Wed Mar 18, 6:34pm

👁 8.3K ❤️ 130  
👤 1 ➡️ 43

Ad spend: \$500



The Town of Occoquan would like to remind...

Mon Jan 26, 9:37am

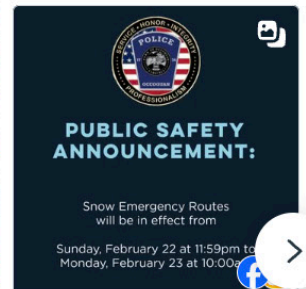
👁 8.8K ❤️ 75  
👤 0 ➡️ 12



Congratulations to @aspirecounselingva...

Mon Jan 12, 3:04pm

👁 16.7K ❤️ 149  
👤 3 ➡️ 6



Please be advised, Snow Emergency...

Sun Feb 22, 9:44am

👁 16.8K ❤️ 61  
👤 0 ➡️ 21

# Social Media

## Facebook

Views ⓘ

164.3K ↓ 79.4%

3-second views ⓘ

1.6K ↓ 93.7%

1-minute views ⓘ

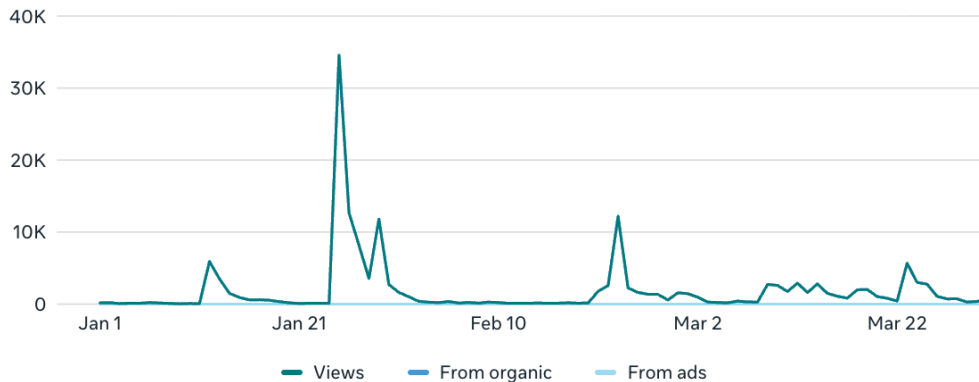
5 ↓ 97.4%

Content interactions ⓘ

1.7K ↓ 76.9%

Watch time ⓘ

5h 11m ↓ 95.4%



### Views breakdown

Jan 1 - Mar 31

Total

164,332 ↓ 79.4%

From organic

164,332 ↓ 77.6%

From ads

0 ↓ 100%

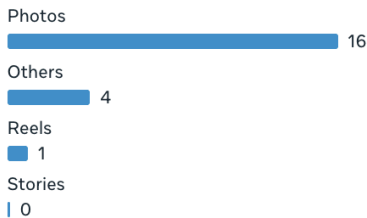
Viewers ⓘ

55,141 ↓ 78.8%

### Published content ⓘ

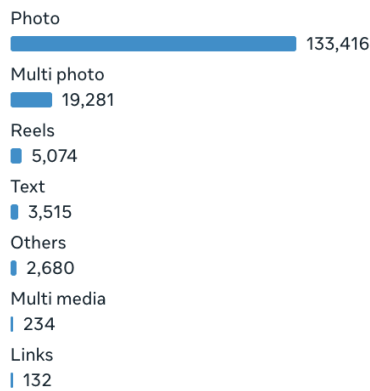
Based on up to 200 pieces of content

-65.0% vs. Oct 3, 2025 - Dec 31, 2025



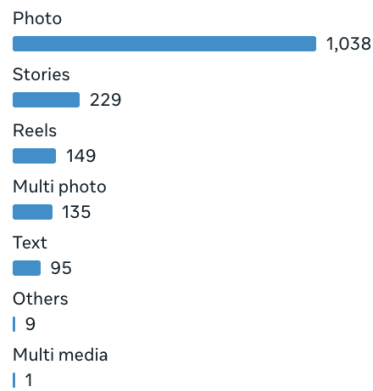
### Views ⓘ

-79.4% vs. Oct 3, 2025 - Dec 31, 2025



### Content interactions ⓘ

-76.9% vs. Oct 3, 2025 - Dec 31, 2025



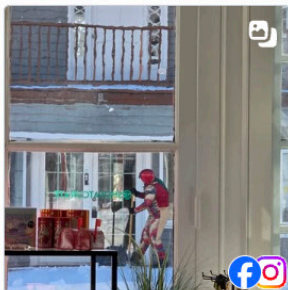
## Top Posts



Head to @visitoccoquan stori...

Sun Jan 25, 9:52am

👁 43.6K ❤️ 131  
🗨 34 ➡ 7



Breaking news! Superhero spotted in...

Thu Jan 29, 2:05pm

👁 18.0K ❤️ 162  
🗨 6 ➡ 9



Please be advised, Snow Emergency...

Sun Feb 22, 9:44am

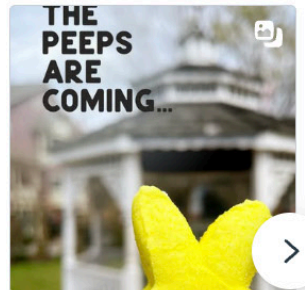
👁 16.8K ❤️ 61  
🗨 0 ➡ 21



Congratulations to @aspirecounselingva...

Mon Jan 12, 3:04pm

👁 16.7K ❤️ 149  
🗨 3 ➡ 6



The PEEPS are coming... Get ready f...

Mon Mar 23, 5:12pm

👁 10K ❤️ 80  
🗨 0 ➡ 25

# Social Media

## Monthly Breakdown

### Instagram

### Facebook

	# of posts*	Follows	Views	Reach	Interactions	# of posts*	Follows	Views	Reach	Interactions
June 2024	20	unavailable	unavailable	8.3K	unavailable	11	83	unavailable	47.7K	1,167
July 2024	8	unavailable	unavailable	3.9K	unavailable	10	60	unavailable	59.1K	463
August 2024	14	unavailable	unavailable	5.3K	unavailable	18	40	unavailable	18.6K	329
September 2024	31	unavailable	unavailable	24.6K	unavailable	20	113	unavailable	31.1K	1,342
October 2024	21	unavailable	unavailable	12.4K	unavailable	20	43	57.4K	17.6K	777
November 2024	23	unavailable	19.2K	8.6K	778	24	72	77.7K	25.1K	1,207
December 2024	20	unavailable	27.1K	5.5K	991	18	38	26.4K	7.7K	410
Janaury 2025	10	73	36.9K	9.6K	1.7K	16	218	184.8K	105.9K	4,244
February 2025	8	72	20.7K	4.9K	748	8	42	35.9K	18K	453
March 2025	6	154	15K	3.3K	528	19	32	17.2K	7.3K	377
April 2025	21	173	33.8K	5.9K	1,241	20	51	33.7K	10.9K	714
May 2025	23	962	93.8K	34.6K	3,986	19	186	193.5K	69.1K	2,041
June 2025	25	585	115.43K	20.1K	3,433	27	170	193.1K	60K	2,283
July 2025	19	161	76.2K	6.6K	1,494	28	82	93.9K	35.5K	1,483
August 2025	17	153	65.3K	5.7K	1,273	17	64	48.7K	17.9K	763
September 2025	27	1,946	362.1K	77K	7,726	24	547	510K	161.8K	3,231
October 2025	19	143	105.5K	8.7K	2,570	18	319	356K	unavailable	2,503
November 2025	25	706	134.6K	25.6K	4,245	22	270	269.9K	unavailable	3,186
December 2025	18	156	96.4K	10.5K	2,049	22	112	189.2K	unavailable	1,679
January 2026	6	94	43.3K	4.3K	513	7	65	91.1K	unavailable	643
February 2026	8	216	72.9K	4.3K	4,837	6	46	29.8K	unavailable	290
March 2026	10	149	43.1K	4.9K	1,771	8	91	43.5K	unavailable	723

Posts include main feed video, photo, and text posts. They do not include stories, of which we post 40-60 monthly, depending on the number of events and information to share. Green highlighted months are when we ran paid advertisements. Ads bring in more followers and engagement, which has lasting results beyond the limited ad spend period.

# Websites

## OccoquanFestivals.com

Jan 1 - March 31, 2026

2,877

Site Sessions

2,656

Unique Visitors

### New vs returning visitors



- New 85% • 2,258
- Returning 15% • 398

### Sessions by device



- Mobile 56% • 2,158
- Desktop 43% • 1,665
- Tablet 1% • 55

### traffic source



Google	↓ 10%	2,025
Direct	↓ 19%	896
Facebook	↑ 201%	355
Email Marketing		
Bing	↑ 95%	125
visitoccoquanva.com	↑ 218%	121

## VisitOccoquanVA.com

Jan 1 - March 31, 2026

10,662

Site Sessions

8,088

Unique Visitors

### New vs returning visitors



- New 92% • 7,401
- Returning 8% • 687

### Sessions by device



- Mobile 70% • 7,480
- Desktop 29% • 3,041
- Tablet 1% • 145

### Sessions by traffic source



Google	↑ 28%	12,126
Direct	↑ 63%	8,572
Facebook	↑ 194%	3,257
Email Marketing	↑ 5%	661
occoquanfestivals.com	↓ 42%	655

# Beyond the Contract

## Noteworthy for FY26 Q3

### Virginia Mobilizing Main Street

In consultation with Town, Visit has stepped down from the Mobilizing Main Street (MSS) program and will not become a Virginia Main Street in Fall 2026. Overall we did not have enough staff/volunteer bandwidth to continue with the program at this time, but hope to engage again in the future.

With our MMS status, Occoquan was able to apply for grants such as the public art grant for the pump house (a Virginia Main Street Community Vitality Grant). We hope in the future we will be able to have additional staffing and funds so that we can apply for grants such as this one again.

Visit will continue to foster a relationship with the VMS team, in case this is something we can continue again down the road.

### Board of Directors

In March 2026, Occoquan resident Gillian Gonzalez was added to the Visit Occoquan board of directors. She has already been incredibly helpful with her knowledge of grants and fundraising. She is a welcomed edition to the team!

Some board member terms will come to an end in December 2026. We are already speaking with business owners, and community partners about replacements for those members.

### Event Participation

No events in this timeframe.

Planning has begun for the next Celebrate Occoquan fundraising, taking place in October 2026.





<b>11. Discussion Items</b>	<b>Meeting Date:</b> May 5, 2026
<b>11b: Fish Advisory Discussion</b>	

**Attachments:** VDH Advisory - April 14, 2026  
**Submitted by:** Jenn Loges  
Vice Mayor

---

**Explanation and Summary:**

This is a discussion item to review and discuss a recent press release issued by the Virginia Department of Health (VDH).

On April 14, 2026, the Virginia Department of Health (VDH) issued a fish consumption advisory for the Occoquan Watershed in response to elevated levels of perfluorooctane sulfonate (PFOS) detected in largemouth bass and bluegill sunfish. The advisory covers the tidal portion of the Occoquan River through the Town of Occoquan and includes a "Do Not Eat" designation for largemouth bass in this stretch – the most restrictive category in the advisory. VDH has confirmed that recreational activities pose no health risk, and Fairfax Water has confirmed that drinking water quality is unaffected.

There are three potential actions for discussion: determining Council's interest in verifying the sampling data behind the Town's stretch designation, updating communications for Town-sponsored fishing events, and reviewing the Town's potential exposure under ongoing national PFOS litigation.

**Staff Request:** None.



[Virginia Department of Health](#) > [Newsroom](#) > [2026 Regional News Releases](#) > Virginia Health Officials Issue Fish Consumption Advisory for Occoquan Watershed

# Virginia Health Officials Issue Fish Consumption Advisory for Occoquan Watershed

April 14, 2026

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## Virginia Health Officials Issue Fish Consumption Advisory for Occoquan Watershed *Contaminants Identified in Bluegill Sunfish, Largemouth Bass*

RICHMOND, Va. – Effective immediately, the Virginia Department of Health (VDH) is issuing a fish consumption advisory for the Occoquan watershed due to elevated [perfluorooctane sulfonate](#) (PFOS) levels in specific fish species. The affected species include largemouth bass and bluegill sunfish.

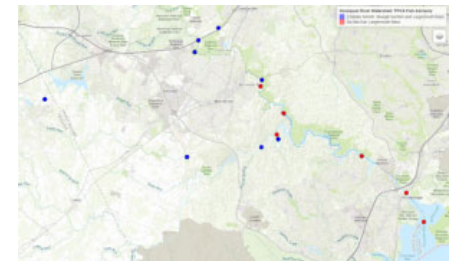
This advisory includes the Occoquan River, the Occoquan Reservoir, Broad Run, Bull Run, Cub Run and South Run.

Fish tissue sample results collected from March 2024 through September 2025 show PFOS levels in largemouth bass and bluegill sunfish exceed the amount considered safe for long-term human consumption.

VDH advises not eating largemouth bass from the Occoquan River and Occoquan Reservoir. The advisory covers the tidal portion below the Occoquan River from the Occoquan Reservoir dam downstream to Occoquan Bay including Belmont Bay and the backwaters of the Occoquan Reservoir on the Bull Run arm near Hemlock Overlook Regional Park and just upstream of Davis Ford Road on the Occoquan River arm down to the water supply dam of the Fairfax County Water Authority. Localities impacted are Fairfax and Prince William.

VDH advises eating no more than two fish meals per month of largemouth bass from Broad Run from the outlet of Lake Manassas downstream to the confluence with Cedar Run; Bull Run from the I-66 bridge downstream to the backwaters of the Occoquan Reservoir on the Bull Run arm near Hemlock Overlook Regional Park; and South Run from the outlet of Lake Brittle downstream to the confluence with Lake Manassas (Broad Run). Localities impacted are Fairfax, Fauquier, Manassas, and Prince William. A meal is defined as eight ounces of fish.

VDH advises eating no more than two fish meals per month of bluegill sunfish from the Occoquan Reservoir from the backwaters of the Occoquan Reservoir on the Bull Run arm near Hemlock Overlook Regional Park and just upstream of Davis Ford Road on the Occoquan River arm down to the water supply dam of the Fairfax County Water Authority; Broad Run from the outlet of Lake Manassas downstream to the confluence with Cedar Run; Bull Run from the I-66 bridge downstream to the backwaters of the Occoquan Reservoir on the Bull Run arm near



The blue icons signify the locations where a two meals/months fish consumption advisory is in place for the bluegill sunfish and largemouth bass. Whereas the red icons signify where a Do Not Eat fish consumption advisory is in place for the largemouth bass.

Hemlock Overlook Regional Park; Cub Run from the confluence with Ellick Run downstream to the confluence with Bull Run; and South Run from the outlet of Lake Brittle downstream to the confluence with Lake Manassas (Broad Run). Localities impacted are Fairfax, Fauquier, Manassas, and Prince William.

**Bluegill Sunfish**



**Largemouth Bass**



**Occoquan River/Reservoir**

≤ 2 Meals/Month

No Meals

**Broad Run**

≤ 2 Meals/Month

≤ 2 Meals/Month

The health effects of PFOS exposure can include increased cholesterol or changes in liver enzymes. It can also lower antibody response to some vaccines. It can cause pregnancy-induced hypertension and preeclampsia, and a decrease in birth weight.

Fish consumption advisories alert people to contaminants present in affected fish species. They do not prohibit people from eating fish. Children and women who are pregnant or who may become pregnant have an increased health risk. Nursing mothers and young children should not eat fish from this advisory area.

Currently, this advisory area poses no health risk for recreational activities. Water activities like boating can continue in the advisory area.

Cleaning or cooking fish does not remove or reduce PFOS. To reduce potential harmful effects, VDH recommends the following precautions:

- Eat smaller, younger fish (within the legal limits). Younger fish are less likely to contain harmful levels of contaminants.
- Eat fewer or smaller servings of fish.
- Try to eat different species of fish from a variety of sources (i.e., different creeks, rivers and streams).

For more information, visit the VDH [Fish Consumption Advisory page](#).

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**Last Updated: April 14, 2026**