



TOWN OF OCCOQUAN

Circa 1734 | Chartered 1804 | Incorporated 1874

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

Occoquan Town Council

Town Council Meeting

August 18, 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. **Presentation**
 - a. FY2025 Financial Audit Presentation by Robinson, Farmer, Cox Associates *pg. 2*
 - b. Swords, Brooms, and Magical Beast Event Presentation *pg. 12*
5. **Consent Agenda**
 - a. Request to Accept July 7, 2026, Town Council Meeting Minutes *pg. 17*
6. **Mayor's Report**
7. **Councilmembers Reports**
8. **Commission & Board Reports**
9. **Administrative Reports**
 - a. Administrative Report *pg. 22*
 - b. Town Treasurer's Report *pg. 46*
 - c. Town Attorney *pg. 67*
10. **Regular Items**
 - a. Request to Adopt Resolution of Appreciation for Officer Justin Hendrickson *pg. 68*
11. **Discussion Items**
 - a. None
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.



TOWN OF OCCOQUAN

TOWN COUNCIL MEETING

Agenda Communication

4. Presentation	Meeting Date: August 18, 2026
4A: FY2025 Audit Presentation by Robinson, Farmer, Cox Associates	

Attachments: a. Fiscal Year (FY) 2025 Audit Presentation

Submitted by: Adam C. Linn
Town Manager

Explanation and Summary:

The review of the FY2025 financials has been completed and a representative from Robinson, Farmer, Cox & Associates will provide a presentation of the audit. This is an opportunity for Council to be briefed on the status of the report and have any questions addressed.

Staff Request: Staff is requesting feedback on the presentation of the Fiscal Year 2025 audit.

TOWN OF OCCOQUAN

August 18, 2026

FOR THE YEAR ENDED JUNE 30, 2025

PRESENTED BY:

MIKE MORAN, CPA

ROBINSON, FARMER, COX ASSOCIATES



Presentation Summary:

- Audit Engagement Summary
- Audit Results
- Communication Items
- Financial Highlights



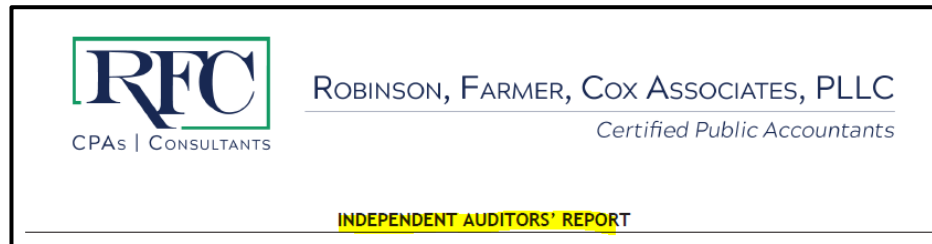
Audit Engagement Summary

- You engaged us to perform a financial statement audit for the year ended June 30, 2025.
- Auditors' responsibility:
 - To express opinions on the financial statements based on our audit.
- The audit was subject to:
 - Auditing standards generally accepted in the United States of America.
 - *Specifications for Audits of Counties, Cities, and Towns*, issued by the Auditor of Public Accounts of the Commonwealth of Virginia.
 - The standards for financial audits contained in the *Government Auditing Standards* issued by the Comptroller General.

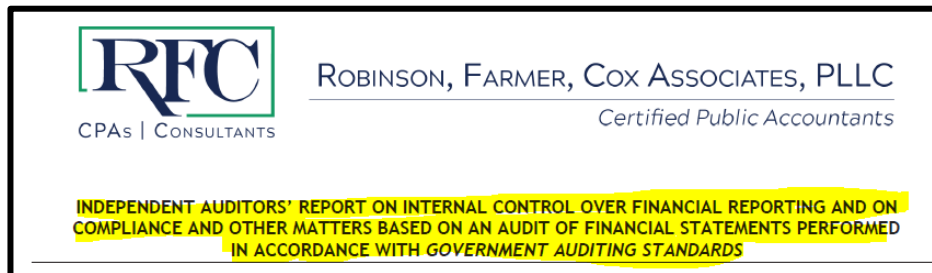


Audit Results

- We expressed an unmodified opinion on the financial statements as of and for the year ended June 30, 2025 (pages 1-3)



- Internal Control over Financial Reporting and on Compliance – No Material Weaknesses or Significant Deficiencies Reported (pages 40-41)



Communication Items

- Summarized Management Letter Comments and Recommendations (provided separately from the report) – none in current year
- Communication with Those Charged with Governance (provided separately from the report)

Financial Highlights

For the Year Ended June 30, 2025:

Government-Wide Financial Statements: *(Reflected in Full Accrual Basis)*

- Statement of Net Position (page 4):
 - Net Position \$5,113,250 (PY \$5,012,037)
- Statement of Activities (page 5):
 - Increase in Net Position from the previous year of \$101,213



Financial Highlights

For the Year Ended June 30, 2025:

Fund Financial Statements: *(Reflected in Modified Accrual Basis)*

- Balance Sheet (page 6):
 - Total Fund Balance \$1,364,865
 - Unassigned Fund Balance \$696,299
- Statement of Revenues, Expenditures and Changes in Fund Balances (page 8):
 - Increase in Fund Balance from the previous year of \$94,535



Financial Highlights Cont.

Notes to the Financial Statements: (pages 10-33)

- Note 6 – Long Term Obligations (pages 21-22)
- Exhibit 7 – Schedule of Revenues, Expenditures and Changes in Fund Balances – Budget and Actual (page 34)



Questions?/Contact

Robinson, Farmer, Cox Associates

Mike Moran, CPA

Email: mmoran@rfca.com





TOWN OF OCCOQUAN

TOWN COUNCIL MEETING

Agenda Communication

Aptos

4. Presentation	Meeting Date: August 18, 2026
4B: Swords, Brooms, and Magical Beasts Follow-up Presentation	

Attachments: a. Swords Brooms and Magical Beasts August 9th Event Presentation

Submitted by: Megan Lubash
Town Clerk

Explanation and Summary:

On August 9th, 2026, the Swords, Brooms, and Magical Beasts had their second event of 2026. The organizer, Laine has prepared a presentation recapping the event and seeking comments from Council and staff.



SWORDS BROOMS & MAGICAL BEASTS

Sunday August 9th

1000

Shuttle tickets sold

Double to what we sold in March

10

More Businesses Joined Us
34 participating businesses

70+ activities within these
businesses scheduled for the day



Cozy Calico Books Featured a Falconer



**We estimate over 2k people
came into Occoquan.**

Better estimate coming of cell phone
traffic in town August 9



OCCOQUAN BUSINESSES COME FIRST

45 Vendors

All vendors were selected on not selling similar items that are already sold in the participating business shops.

No Food Vendors

We only featured Occoquan businesses. Each eatery created a themed menu for the day.

Scavenger Hunt

Created to send traffic directly into shops. Especially shops off of Mill St.

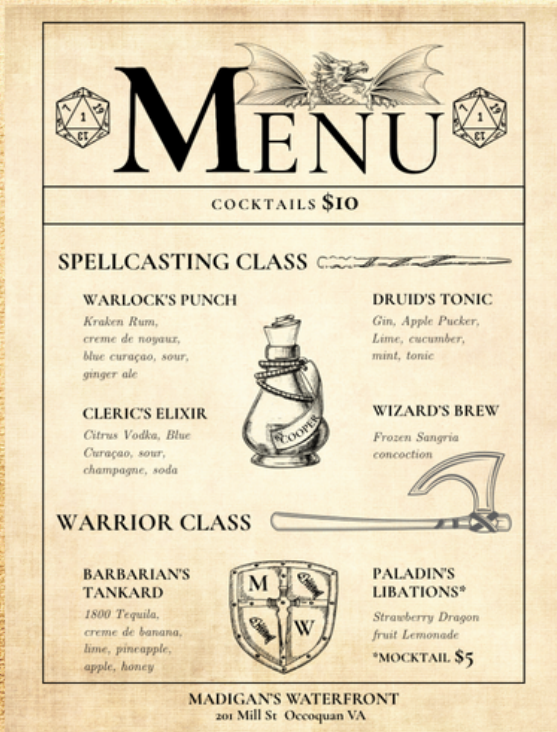


SBMB rented Mamie Davis Park for the day

Brought in Open Window Events whom organized the Traveling Tea Party at Mamie Davis Park.

Their requirement to participate from SBMB was that all products must be sourced from Occoquan businesses

SBMB offered goal setting with each business & how the event can align with their unique business needs.



Madigan's Themed Menus

BUSINESS EXIT SURVEY RESULTS

20 out of 34 surveys have
returned

4

Businesses said this was their
best day since they opened their
business

8

Said it was triple a normal
Sunday

4

Said it was double a normal
Sunday



Madigan's Sip and Stroll Market



Mill St Draft Garden Themed Menu

"Met new people and increased foot
traffic and visibility."

"I didn't have set goals besides
hoping bloody mary bar was a
success and it was. I wasn't able to
see the storyteller show. Upstairs was
so busy!"

"We tripled our sales goal. This was
the best event yet!"

"Yes, the increased customer traffic
allowed me to far exceed my goals
for the day."

"I wanted to sell out the tour and I'm
happy to say I did! :)"

One Complaint from "a non-participating
businesses that they had too much business

PATRON EXIT SURVEY RESULTS

**Customer's came from far
away as North Carolina**

**"I hadn't been to Occoquan in a long
while, and it was great to go looking in
the shops and seeing their themed
offerings."**



Patriot Diving - Merfolk Transformation



Forever Young - Dragon Fuel Shots

**"The pigeons were incredible, but really I
had no idea that Occoquan was so nice!
I'll definitely be back to explore the town
more."**

**"Really loved the "lost pages." Super fun
art and it helped guide my journey. Also, a
great souvenir and I feel like I am
supporting artists and y'all."**

HISTORICALLY

**Businesses report a return of patrons after
the event.**

**Will have more data on that in the
following weeks.**

Thank you from SBMB



TOWN OF OCCOQUAN

TOWN COUNCIL MEETING

Agenda Communication

5. Consent Agenda	Meeting Date: August 18, 2026
Request to Approve Consent Agenda	

Attachments: See below

Submitted by: Adam C. Linn
Town Manager

Explanation and Summary:

This is a request to approve the consent agenda:

- a. Request to Accept July 7, 2026, Town Council Meeting Minutes

Staff Recommendation: Recommend approval as presented.

Proposed/Suggested Motion:

"I move to approve the consent agenda."

OR

Other action Council deems appropriate.



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

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

Absent: Councilmember Cindy Fithian

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

1. CALL TO ORDER

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

Mayor Porta noted that Councilmember Fithian was out due to illness and Town Attorney Martin Crim was attending remotely.

2. PLEDGE OF ALLEGIANCE

3. CITIZENS' TIME

One resident and one Town artisan spoke during Citizens' Time.

Lance H., a business owner and resident of Washington Street, addressed the Council concerning Rockledge Mansion's renovations. He talked about his desire to extend Poplar Alley west of Town Hall, to connect with the parking lot at Ellicott Street. Lance H reported that he would pay for the construction and hoped the Town would not be an obstacle to this development.

Lance H. also talked about his project at 116 Washington Street, the Parsonage, which was on its third submission.

Olga R., an artist working out of Art a la Carte, informed the Town Council about her non-profit, Olma Mater, which was running a children's art contest. She provided flyers for her organization's contest.

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

Mayor Porta stated that he loved what Lance H. was doing at Rockledge Mansion. In regards to the extension of Poplar Alley, the Mayor advised that the proprietor of Secret Garden should be informed and included in the planning and discussion, as their business would be directly impacted by this change. The Mayor also noted that the Town would be responsible for the maintenance and upkeep of the road after its construction.

Lance H. reported adding the road would be a benefit to the community and he also planned on adding a paid parking lot where 204 Ellicott Street is currently located that would add between 30 to 50 parking spots. To lessen the impact on nearby businesses, Lance H. noted he would be willing to provide space for a dumpster for Secret Garden. Mayor Porta reiterated that he should bring his ideas to the owners of Secret Garden as they currently use Poplar Alley for their refuse management.

4. CONSENT AGENDA

- a. Request to Accept the June 16th, 2026 Minutes**
- b. Request to Adopt Remote Participation Policy**

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

5. MAYOR'S REPORT

Mayor Porta reported the following:

- On June 17th, he participated in a ceremonial bill signing by Governor Spanberger at Occoquan Regional Park.
- On June 19th, he emceed our largest Trivia Night in the Park to-date.
- On June 20th, he spoke at the ribbon-cutting for the Batestown Exhibit at Williams Ordinary.
- On June 27th, he emceed the dedication of the Mural Garden Park
- On June 27th, he presented a plaque and research on Occoquan's WWI veterans at the 80th Anniversary Celebration of VFW Post 7916
- On June 27th, he dedicated the Little Free Library at VFW Post 7916 in honor of the late Don Ohs.
- On June 27th, he attended the concert by the 257th Army Band and had the opportunity to thank all of the band members.

Mayor Porta also suggested a location for another pocket park near River Mill Park with plaques to potentially honor World War I, American Revolution, and Spanish-American War veterans.

6. COUNCILMEMBER REPORTS

Councilmember Perkins noted that he had been traveling around the United States to follow the US Men's team in the FIFA World Cup. Being his 6th World Cup, he reflected that this one has been a particularly wonderful event.

Councilmember Love noted that he attended the Mural Garden Mural Dedication, the 80th Anniversary for VFW Post 7916, the dedication of the Little Free Library in honor of Don Ohs, and the concert performed by the 257th Army Band on June 27th. Councilmember Love also provided an update on the proposed mural on the side of the Occoquan US Post Office. He received the unfortunate news that the US Post Office declined the mural project.

7. BOARDS AND COMMISSIONS

Architectural Review Board Town Council Representative Daubresse reported that the Board met on June 24th and approved one application.

Planning Commission Chair Perkins noted that their meeting in June had been canceled and they are expecting to discuss the last steps of the Comprehensive Plan 2026-2036 in their upcoming meetings.

8. ADMINISTRATIVE REPORTS

a. Administrative Report

Town Manager Linn presented a written report and answered questions from the Council. Vice Mayor Loges asked about the increase in parking enforcement incidents in the previous month. Town Manager Linn noted that some officers take it upon themselves to conduct foot patrols and look for parking and vehicle violations. Town Manager Linn reiterated that this was of the officer's own volition and not prescribed by management.

Councilmember Love inquired about the geotechnical survey being completed by the end of July. Town Manager Linn informed him that it was projected to be done by July before the Virginia Department of Transportation (VDOT) requested their approval on the sites by their Bridges and Structures group. The Town Manager noted that VDOT has sixty days to review the plans and get back to the Town.

Councilmember Love also inquired about the police vehicle remaining on the market. Town manager Linn noted that it was just placed back on auction with an end date of July 10th.

b. Town Treasurer's Report

Mayor Porta noted a discrepancy of \$100,000.00 on revenue. Town Manager Linn reported certain revenues such as taxes, fines, and fees that the Town is receiving do not have expenses associated with them. The Mayor retorted that he was commenting on a reduction in revenue that was being compensated for by changes in spending.

Mayor Porta also wanted to note that the Meal's Tax is over its levels from the previous years, but he wondered if it is due to an increase in prices instead of an increase in throughput for the businesses.

Councilmember Love inquired about Talent Acquisition Concepts. Town Treasurer Shaw noted that in her investigation that business left Occoquan in March of 2025 and their online presence notes Occoquan as one of their locations. Town Manager Linn noted there were a few different options as to how the Town could handle the outstanding debts, but they had not made that determination yet.

Vice Mayor Loges noted that the numbers of the Transient Occupancy Tax were higher than in past years.

c. Town Attorney's Report

Town Attorney Crim alerted the Town Council to SB 699 on the use of Agendas. This law took effect on July 1, 2026 and states that there can be no changes to the agenda with a final action added after the publication of the agenda.

Mayor Porta asked Town Attorney Crim to see if the Town should change the Accessory Dwelling Unit code given the changes in the recent legislative sessions. Town Manager Linn noted that the Town is looking into the changes and seeing if the current Town Code needs to be updated

9. Discussion Items**a. Visit Occoquan Inc FY26 Annual Report**

Mayor Porta asked about the previous meeting and what Visit Occoquan, Inc discussed on June 16, 2026. Town Manager noted that the previous meeting discussed the Visit Occoquan contract and preliminary RiverFest statistics. Executive Director Sarah Burzio noted that this year showed significant growth in advertising key performance indicators. Mayor Porta noted that the open rate was relatively high above the 40% open rate. Councilmember Perkins asked if the high open rate was because of the high quality of recipients and focused marketing, with which Executive Director Burzio agreed. She noted that they try to target people who interact with the Town frequently and help keep the Town businesses alive.

When discussing social media, Executive Director Burzio noted that certain influencers raise the amounts of views and engagement on those platforms. Mayor Porta noted that he thought it was odd for the Cozy Calico Books ribbon cutting to be in the top five. Executive Director Burzio noted that Cozy Calico Books did a large amount of advertising and that ribbon cuttings get a large number of views and high engagement.

b. 2026-2036 Comprehensive Plan Discussion

Mayor Porta noted that the Comprehensive Plan looked like a high-quality document. Councilmember Perkins remarked that he canceled the July 6 meeting as it would be more effective for Town Councilmembers to provide high quality feedback that the Planning Commission can incorporate at their next meeting. Councilmember Perkins lamented that that the Virginia Department of Transportation had 90 days to evaluate the comprehensive plan when they receive it and he believed it would be in the Town's interest to send a nearly finalized document to them and other Virginia governmental bodies that have review requirements. He asked Town councilmembers to review the Comprehensive Plan. Mayor Porta asked that councilmembers send comments to the Town Manager to discuss at the next Planning Commission meeting.

10. ADJOURNMENT

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

Megan Lubash, Town Clerk



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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: August 18, 2026

SUBJECT: Administrative Report

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: UPDATED - Town Council directed staff in February 2026 to engage with private property owners to find ways to increase parking opportunities in Town. During the month of July, staff began engaging with property owners and their agents about the possibility of partnering with the Town to utilize private parking.

➤ Upgrading Stormwater Infrastructure:

Stormwater Improvements (Community Project Funding): On March 17, 2023, Town staff submitted an application to Congresswoman 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 Congress had appropriated \$920,000 for the project, followed by a public announcement at Town Hall on May 14, 2024. Subsequently, Staff met with the EPA on September 13, 2024, to review the project scope and grant application process. Because the grant required completion of the formal application process prior to execution of a grant agreement, staff worked closely with the assigned EPA grant manager, submitting the grant application and required NEPA documentation. As a result of direction from a new administration the grant materials had to be revised in March 2025 to address resulting EPA comments.

In response to additional EPA comments, during Spring 2025, the Town procured Prince

William County to perform a closed-circuit television (CCTV) inspection of the stormwater system. Staff also conducted an on-site review with the County and its contractor in June 2025, followed by a July budget review to reprioritize improvements in response to increased construction costs. After the CCTV inspection was completed, the Town retained a consultant to prepare a risk-based prioritization of critical infrastructure failures, environmental hazards, and illegal connections. The resulting assessment was incorporated into an updated project scope, which was submitted to the EPA.

On April 15, 2026, the Town received notification that its Categorical Exclusion (CATEX) had been approved and published by the EPA. The Town subsequently received the executed grant agreement on May 25, 2026, and initiated the administrative process necessary to draw down grant funds and begin procurement. In July, following completion of the required federal administrative steps, staff began requesting reimbursement funds and prepared the draft Request for Quotations (RFQ), which has been submitted to the EPA for review prior to advertisement.

➤ **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- Town staff researched costs for geotechnical surveys related to the Riverwalk extension and building an event deck behind Mill House Museum. The Town has engaged Legacy Engineering to complete a geotechnical survey of the proposed Riverwalk expansion area and event deck behind Mill House Museum. As a result of comments from VDOT, Legacy has requested approval from VDOT to complete the geotechnical survey section under the Rt. 123 bridge. The geotechnical survey has been scheduled and is subject to approval from VDOT for the location under the bridge.

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 16th, 2024, meeting and revised recommendations were submitted in March 2025.

➤ **Promoting Connections with Regional Partners:**

- Occoquan Greenway (VDOT TAP Grant Project): UPDATED - 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 or early summer 2027. VDOT has now updated their likely start date to September or October 2027. Updates will be available at www.occoquanva.gov/construction-updates.

➤ **Improving Town Gateways:**

- Gateway Landscaping Improvements: UPDATED At the May 19th Town Council meeting, staff was directed to look into updating the railroad tie retaining wall at the intersection of Washington Street and Commerce Street for possible improvements in FY2028. In late June and early July, Staff meet with the landscaping contractor to discuss deficiencies in their performance of the contract and the need for improvements throughout the Town and gateways.

➤ **Pursuing Energy Efficiency/Sustainability Enhancements**

➤ **Improving Town Infrastructure**

- Union Street Crosswalk Project: UPDATED – 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 forwarded to the Town for permit approval. Prince William County will be administering and covering the cost of the improvements. Town staff has provided Prince William County with comments on its permit and is waiting for a response from Prince William County. Construction is anticipated with 30 days of permit issuance.

Tier 3

➤ **Implementing Public Safety Projects:**

- Replacement PS Vehicle: UPDATED– 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 has been placed back on auction and sold in mid-July. The vehicle was sold to a Police Department in South Carolina.

- Body Armor Replacement: UPDATED – Police officers have been issued and received new ballistic vests replacements. Staff requested grant fund reimbursement from the U.S. Department of Justice grant and received the funding in July.
- **Improving Town Properties (Mill House Museum, River Mill Park, Mamie Davis Park, Furnace Branch Park, Tanyard Hill Park):**
 - 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 boating season.
 - 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. The mural artist finished working on the mural which was dedicated on June 26th. At a Town Council meeting on June 16th, 2026, the park was named The Mural Garden. Mayor Porta talked about creating another Pocket Park near the cul-de-sac at Mill Street

Operating Tiers

Tier 1

- **Personnel Recruitment, Retention, and Succession Planning**
 - Personnel Recruitment: Staff is pleased to announce the hiring of Jordan Sanders as the Town's part-time Administrative Assistant. Mrs. Sanders will provide administrative and clerical support to all Town departments while serving as a primary point of contact for residents, businesses, and visitors.
- **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 6th -7th, 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.
 - Mid-Winter Event: 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**

- Unmanned Aircraft Program: UPDATED – Town Police have expanded their Unmanned Aircraft System (UAS) program to enhance situational awareness and public safety at major events, including the Fall Arts & Crafts Show, Holiday Artisan Market, and RiverFest & Craft Show. Beyond event operations, the UAS supports missing person searches, traffic and crowd management, crash and incident scene documentation, hazard assessments in areas unsafe for officers, and aerial imagery for emergency response. The Police Department was awarded a grant of approximately \$25,000 to purchase a new UAS. The new system has been received, officers have begun training, and the UAS was deployed during the RiverFest & Craft Show. The Town received grant reimbursement funds in July.

➤ **Enhancing Town Services**

➤ **Enhancing Town Beautification**

- Gardening and Invasives Cleanup Programming: UPDATE: On July 26, 2025, staff hosted a pilot invasive species cleanup in coordination with community volunteers. Following its success, staff worked with volunteer leaders and the Program Manager of Loudoun County's Invasive Plant Species Management Program to assess needs, identify resources, and develop future programming, including best practices, community engagement strategies, and potential funding opportunities to support native habitat restoration. Additional volunteer cleanups were held in September 2025, April 25, 2026, and July 11, 2026. The July event was canceled due to anticipated inclement weather. Staff is currently researching grant funding and additional opportunities to expand the program and support long-term invasive species management.

Tier 2

➤ **Monitoring Technology Improvements for Productivity Enhancement**

➤ **Business Support Programming**

- Continuance of Quarterly Business Meetings: UPDATE: Visit Occoquan and the Town continue to host quarterly Town and Business Partnership Meetings, scheduled immediately before Town Council meetings to maximize participation and staff availability. The most recent meeting, held on July 7, 2026, provided valuable information and discussion for both businesses and Town staff. The next quarterly meeting is scheduled for October 6, 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: UPDATE: In partnership with Visit Occoquan, Town staff secured a \$15,000 2025 Community Vitality Grant (CVG) from Virginia Main Street to support a beautification and public art project at the Mill Street Storage Shed, which has been converted into a pocket park. Town Council formally accepted the grant on October 7, 2025, and staff subsequently initiated the project. Following Council review of mural contest guidelines in November 2025, the public art competition launched in February 2026. Structural improvements to the storage shed were completed in early 2026, along with

installation of site amenities and landscaping. Town Council selected the final mural design, and the mural was completed between June 8 and June 26, 2026, before being dedicated on June 27, 2026, in conjunction with the park naming. Staff will submit all required grant closeout documentation before the final quarterly report in September 2026.

- Exploring Off-Peak Tourism: UPDATE: 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. Town staff is in the process of establishing a committee to identify and evaluate ideas and opportunities for the expanded use of River Mill Park to support economic development and enhance tourism during off-peak times.
- **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.

- 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.
- 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.

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 or visit www.occoquanva.gov/living-here/tax-information/ and/or

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 15th 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.**
- Grass and Weed Code Compliance: 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 June 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 June 30, 2026).

BPOL Tax Delinquencies		
Business Name	Delinquency Period	Date of Last Notice/Status
AJANI TRUTH PHOTOGRAPHY	4 months	4/20/2026
BALLYWHACK INC	1 year	5/8/2026
INK AND FORM LEARNING DESIGN LLC	4 months	4/20/2026
LEGGYLASHES	4 months	4/20/2026
NORMA FAYAK PHOTOGRAPHY LLC	4 months	4/20/2026
PINCURLS HAIR SALON	4 months	4/20/2026
RUBICON CONSTRUCTION AND SURVEYING	1 year	5/8/2026
TALENT ACQUISITION CONCEPTS *	3 years	5/8/2026

* Business Closed

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

Real Estate Delinquencies			
Property Owner	Delinquency Period	Date of Last Notice	Address
CRUISE CLAUDIA A	6 months	7/8/2026	104 POPLAR LN
HILLEBRAND JOSHUA JOSEPH & VALERIE LYNN HILLEBRAND SURV*	6 months	7/8/2026	100 WASHINGTON ST
JONES SALUKA HALLIE	6 months	7/8/2026	205 WASHINGTON ST
MAHMOOD AHMED & ISRAA MAHMOOD SURV	6 months	7/8/2026	126 EAST COLONIAL DR
WHITE, FRANCESCA**	18 months	7/8/2026	1521 COLONIAL DR

*By Mortgage Company

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

Meals Tax by Fiscal Year			
Month	FY24	FY25	FY26
July	31,379	29,964	30,559
August	31,029	31,192	37,850

September	29,843	27,870	28,458
October	26,873	28,254	29,666
November	22,505	25,084	24,384
December	23,771	20,264	21,677
January	15,931	14,436	16,667
February	20,087	16,953	17,503
March	27,626	26,886	29,529
April	27,697	27,370	33,604
May	33,435	33,813	38,245
June	37,866	31,832	35,450
Total as of Latest Month:	328,043	313,918	343,593

*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 – no change 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 FY2028. 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. Updated Union & Mill St ADA ramp concept design received from the County on 6/3/26. Town comments were provided to the County on 6/10/26. Updated plan submission received 7/30/26 and under review.

115 Poplar Lane- update 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. Applicant and requested a meeting to be held on 8/3/2026 to discuss potential revisions to the project scope.

Riverwalk Connection Project- no change 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. Legacy Engineering is contracted to provide Geotechnical testing.

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. Through recent zoning applications, 308 Poplar Alley and 305 Mill Street have been identified as addresses requiring updating to current addressing standards.

Mill House Museum Deck – no change from last report: Proposed deck improvement at the Mill Museum. Legacy Engineering is contracted to provide Geotechnical testing.

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. Meeting with owner on 12/22/2025. Most recent meeting on 7/2/26. Applicant contemplating a multi-family development.
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. Developer provided a proposed solution on 5/14/26. Town staff sent a follow-up requesting a proposal from the engineer to address the encroachment issue on 6/2/26. <u>Most recent communication with developer was via e-mail on 6/24/2026</u>
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. Second submission received 5/8/2026. Town issued comments on 6/5/26.
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. Second submission received 5/8/2026. Comments due 6/8/26. Town returned comments on 6/5/2026. Comments not received from PWC Water as of 8/3/26.
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.

- The following is a list of **zoning reviews** from July 1 to July 31, 2026:

	Zoning Application #	Property Address	Activity
1	TZP2026-027	108 Poplar Lane	Screen in existing Porch
2	TPZ2026-028	204 Ellicott Street	Non-Conforming Use
3	TZP2026-029	305 Mill Street	New Use in Space
4	TZP2026-030	208 Brawners Farm Place	Like for Like Gas Furnace
5	TZP2026-031	231 Mill Street	EV Charger
6	TZP2026-032	122 East Colonial Drive	Solar Panels
7	TZP2026-033	312 Commerce Street	Electrical Line Extension
8	TZP2026-034	116 Washington Street	Demolition
9	TZP2026-035	308 Poplar Alley Unit C & D	New Business
10	TZP2026-036	125 Mill Street Unit 6	Breakthrough, Expansion & ADA Ramp

- A. The following is a list of **zoning modification requests** from July 1 to July 31, 2026:

	Zoning Application #	Property Address	Activity
1			

- The following is a list of **new violation letters** from July 1 to July 31, 2026:

	Property Address	Violation #	Violation	Town Action
1				

- The following is a list of **active/previous violations** from July 1 to July 31, 2026:

	Property Address	Violation #	Violation	Town Action
1	301 Commerce	OCV-2026-009	General	Courtesy letter dropped off at business location on 3/16/2026; Business owner came in for information inquiring about BPOL and Zoning on 8/5/2026.

2	208 Poplar Alley	OCV-2026-028	General	Courtesy email sent to business on 3/31/2026. Met with business owner on 5/14/2026. Notice of Violation letter sent 8/5/2026.
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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.

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.

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

July marked the beginning of Town's new fiscal year and first full month of summer operating season, brining sustained visitor activity throughout the town. Throughout the month, the Occoquan Police Department (OPD) maintained a highly visible, proactive, and service-oriented presence focused on calls for service, traffic and parking enforcement, special event support, waterfront safety, and community engagement while preserving a safe, welcoming, and family-friendly environment for residents, businesses, and visitors.



The Department continued to support the Town's active summer event schedule and increased seasonal outdoor activity throughout July. The Special Operations Division (SOD) provided operational support for Town events and activities while continuing regular marine patrol operations on the Occoquan River. These deployments expanded OPD's visibility on both land and water, supported Town staff, improved traffic and pedestrian safety, and promoted the safe recreational use of the river during a period of increased boating, fishing, waterfront visitation, and other summer activity.

Operational activity remained strong throughout July, with the Department experiencing increases in several categories of calls for service, including trespassing complaints, disorderly conduct, driver-assist/disabled vehicle calls, and suspicious events. OPD also experienced an increase in DUI-related arrests during the month, reinforcing the importance of proactive traffic enforcement and officer visibility, particularly during the busy summer season. As the Department entered the new fiscal year, these efforts continued to reinforce OPD's commitment to public safety, crime prevention, community engagement, and exceptional customer service during one of the Town's most active periods of the year.

July Highlights

214 Calls for Service	5 Custodial Arrests	421 Traffic Summonses	114 Parking Violations
83 Warnings	267 Business Checks	418 Park Checks	2 Officer Complaints

OPD Division Reports:

Professional Standards Division



The Professional Standards Division (PSD) continued to manage standards-driven functions essential to departmental accountability, professional development, and operational integrity, including internal affairs intake, support to criminal investigations, records and documentation coordination, background investigations, and training oversight. During July, PSD received two officer complaints. Each complaint was documented and processed in accordance with departmental policy, with continued emphasis on timely intake, consistent case tracking, objective review, and appropriate follow-up. PSD also expanded departmental training initiatives through the introduction of new virtual reality training equipment. The technology provided officers with an enhanced, immersive environment designed to build upon fundamental skill sets while exposing them to realistic, evolving scenarios that require critical thinking, sound judgment, situational awareness, communication, and decision-making under pressure.

Field Operations Division

The Field Operations Division (FOD) continued to serve as the backbone of the Department's daily operations throughout July, providing consistent patrol coverage, rapid response, and a visible police presence across the Town. Patrol officers remained actively engaged in residential neighborhoods, the historic district, parks, business areas, and along the waterfront while responding to the full range of routine and emerging public-safety concerns.

Although the month did not include a single significant event or enforcement initiative, FOD personnel remained focused on the steady, day-to-day responsibilities that are essential to maintaining public safety and quality of life. Officers addressed traffic and parking concerns, roadway hazards, suspicious activity, ordinance violations, trespassing complaints, calls for assistance, and other community concerns while remaining available to support neighboring jurisdictions and specialty operations as needed.



Beyond responding to calls for service, officers maintained proactive patrols, conducted business and park checks, engaged with residents and visitors, and worked to identify and address issues before they developed into larger problems.

Special Operations Division

The Special Operations Division (SOD) maintained a strong operational presence throughout July, with a significant emphasis on marine patrol and waterfront safety. During the July 4th holiday weekend, SOD conducted enhanced marine patrol operations focused on boating safety, DUI enforcement, visibility, and rapid response to incidents on the Occoquan River. These efforts became particularly critical when severe weather moved into the area with little warning, creating hazardous conditions for recreational boaters. SOD personnel responded to numerous emergencies on the water, resulting in more than a dozen rescues and assists involving individuals on personal watercraft, stranded boaters, and disabled vessels. The rapid deployment and sustained presence of marine resources provided an immediate response capability during rapidly deteriorating conditions and helped ensure the safe recovery of those affected.



Marine patrol operations continued throughout the month in response to increased seasonal boating and outdoor activity, supporting vessel-safety enforcement, no-wake compliance, and overall waterfront security. In addition to marine operations, SOD supported the Town's Trivia Night event. Emergency management coordination, unmanned aircraft systems (UAS), and other specialty resources remained available throughout the month to support patrol operations and Town needs as conditions required.

Patrol and Enforcement Activities:

For the month of July, the town police had 214 calls for service including*:

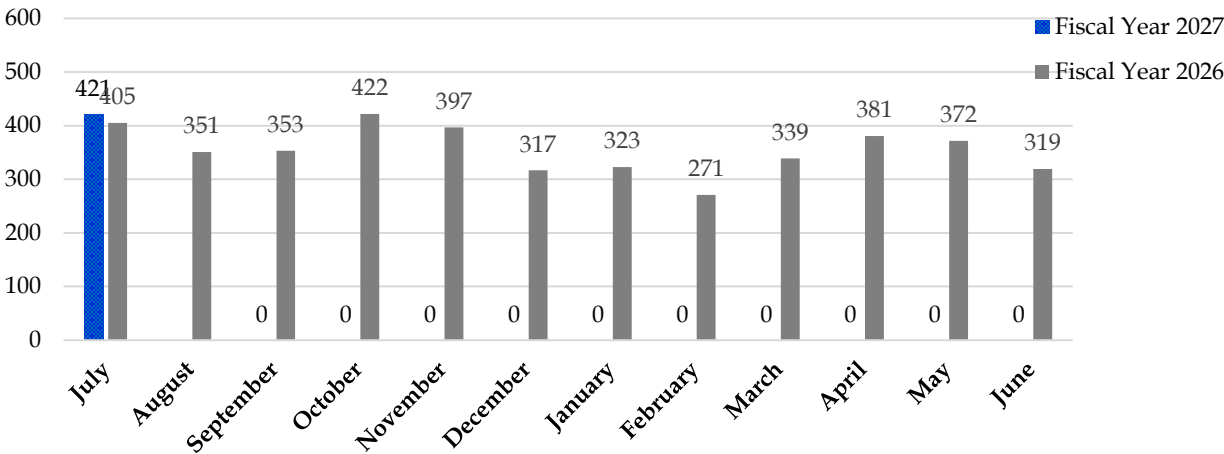
<i>Call for Service</i>	<i>#</i>	<i>Call for Service</i>	<i>#</i>
Animal Calls	3	Noise Complaint	1
Disabled Vehicle/Motorist Assist	18	Other/Services	47
Disorderly	5	Parking Complaints	4
Domestic Call	5	Person in Crisis/Suicide Attempt	2
Drunk in Public	1	Reckless Driving/Road Rage	3
DUI Arrest	3	Roadway Obstruction	10
Fleeing & Eluding	2	Robbery In Progress	1
Found/Lost Property	6	Suspicious Calls	24
Gas Leak	1	Traffic Calls	7
Hit & Run	6	Trespassing	31
Illegal Fireworks	1	Vandalism	1
Illegal Fishing	7	Vehicle Crash	14
Larceny/Theft Call	3	Vehicle Towed	2
Misdemeanor Arrests	2	Warrant Service	2
Missing Person	1	Welfare Check	2
			214

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

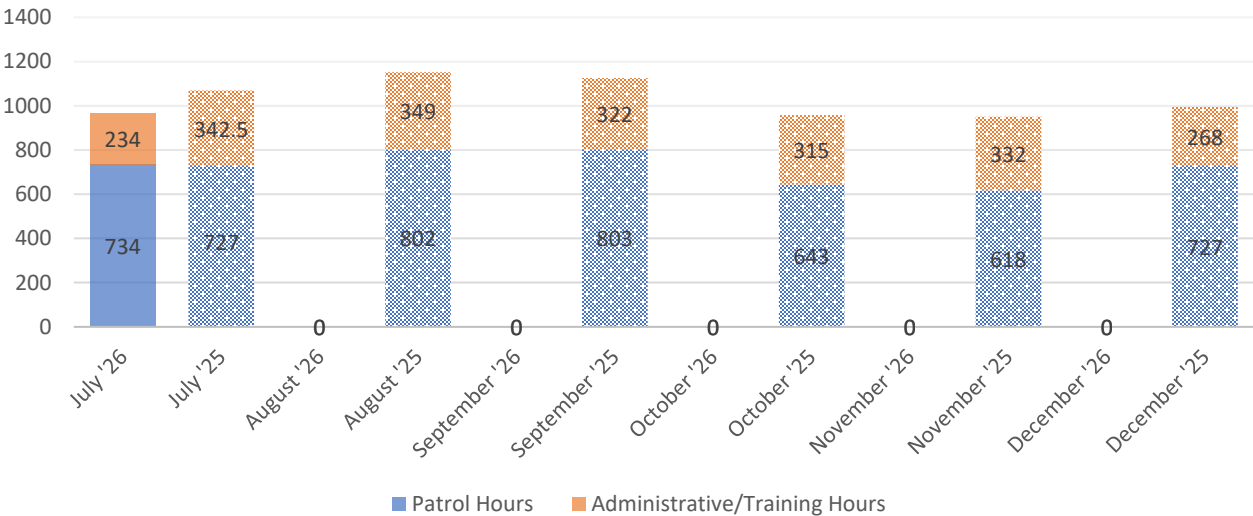
Town police made 5 custodial arrests, issued 421 traffic summonses, 114 parking violations, and 83 warnings.

Officers also engaged in 267 business checks and 418 park checks during the month of July.

Traffic Summonses FYTD (GRAPH)



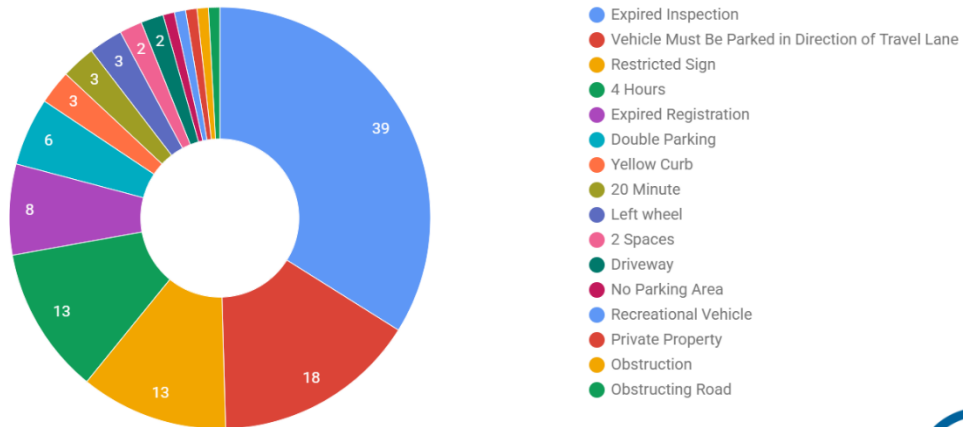
Patrol/Administrative/Training Hours FYTD



Parking Enforcement (CHART/GRAPH)

Month	Parking Tickets	Warning
July	114	1

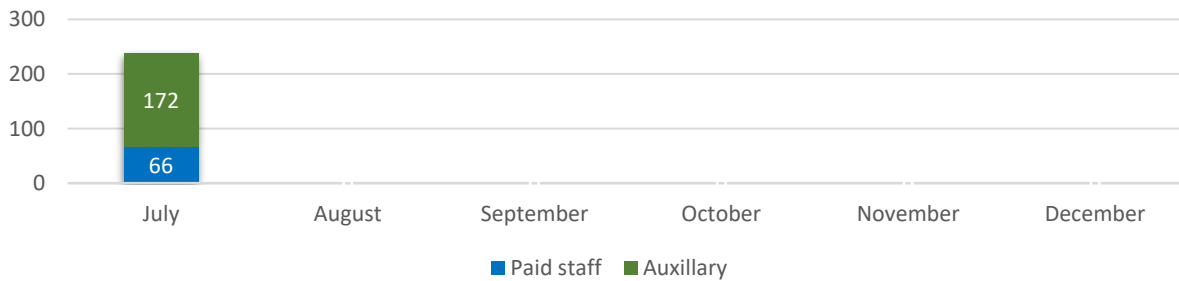
Occoquan VA - Tickets By Violation (Jul. 2026)



Data as of 8/10/2026, 12:00:00 AM

Volunteer in Police Service

The detailed volunteer activity data available for this report reflect 238 uncompensated hours donated to the Town for the month of July 2026.



Special Operations Statistics

Marine Patrol					
Month	Hours on Patrol	Other Hours	Stops	Interactions	Calls for Service
July					
FY Total	16	22	0	0	0
UAS Operations					
Month	Operational Hours	Training Hours		Special Events	Calls for Service
July					
FY Total	2	0		1	0
UTV / HSEM Operations					
Month	Hours Staffed	Training Hours		Special Events	Calls for Service
July	10			1	
FY Total	24	0		3	0

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 (July 2026)

- Supported Events by preparing tents, circles, and sound system in River Mill Park for Trivia.
- Procured materials and tools to have professionally stain the Riverwalk by Town Staff.
- Pressure washed the dock and kayak ramp in preparation for staining and National Night Out.
- Painted the curbs at River Road and Ellicott while refreshing the white in the Poplar Parking lot.

Special Public Works Projects

Projects In-Progress: 13

Projects Completed: 6

Below is an updated list of maintenance activities with status updated as of July 31, 2026:

Project	Status	Completion Date	Notes
Building and Property Maintenance (TH, Annex, Museum and River Rd)			
Annex Indoor Painting	Completed	6/12/2026	
Painting Indoor PD	Complete	5/20/2026	
Craft Show and Events Support			
Prepping 123 Parking Lot for National Night Out	Completed	8/4/2026	
Repaint Booth numbers	In Progress		Mill Street Additions
Prepping for Trivia Night	In Progress		ongoing
Supporting Fall Arts & Craft Show	Not started		Summer 2026
Install Fall Arts & Craft Show Banner	Not Started		Summer 2026
Landscaping			
Fall Plantings	Not Started		Fall 2026
Fall Weeding, Pruning, Mulching	Not Started		Summer/Fall 2026
Holiday			
Holiday Improvements Planning	In progress		Events Joint Project
Park and Riverwalk Maintenance (RMP, MDP, Furnace, Tanyard, and Dock/Riverwalk)			
Landscaping and Bench construction at The Mural Garden	Complete	5/26/2026	
Staining and Sealing Riverwalk	In Progress		Summer 2026
Special Projects			
Backup Generator Project	Not started		Paused – OPD Joint Project
TH, Mill St, and RMP Storage Reorg	Complete		TH started; Events Joint Project – Winter 2026
Installing New Dike Sign	Completed	7/30/2026	

Project	Status	Completion Date	Notes
Pocket Park Beautification: Power washing and outdoor seating	Completed		6/24/2026
Spring Cleaning			
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		Striping in progress
Clean Trash and Recycling Containers	Complete	5/20/2026	Spring 2026
Clean and Touch Up Gaslights	Completed	4/16/2026	Spring 2026
Streets, Sidewalks, and Parking			
Repair Dogwoods on TH Bricks	Not started		
Restriping of McKenzie Drive	In Progress		Delayed twice due to machine malfunction
Center Lane Brick Repair	Not started		Spring 2026
Repaint Curb at River Road and Ellicott Street	Completed	7/29/2026	
Sidewalk Brick Repair	Completed	6/19/2026	

Events and Community Development

Events and Community Development

RiverFest Final Expense/Revenue Report - below are the updated numbers for RiverFest '26.

Expense Category	FY26	FY25
Events Salaries	\$18,500.00	\$32,440.80
Day of Show Support	\$3,550.00	\$3,199.63
Shuttle Cost	\$32,500.00	\$32,000.00
Rentals	\$7,282.26	\$5,443.75
Public Safety	\$3,169.34	\$2,500.00
Advertising / Marketing	\$13,190.00	\$11,874.51
Materials / Supplies	\$7,340.15	\$6,028.46
Entertainment	\$3,050.00	\$2,114.00
Bank Fees	\$5,107.66	\$2,082.00
Total Expenses	\$93,689.41	\$97,683.15
Revenue Category	FY26	FY25
Booth Revenue	\$108,449.25	\$94,750.00
Shuttle Revenue	\$48,507.00	\$27,086.00
Vendor Parking	\$5,100.00	\$3,900.00
Sponsors & Program Ads	\$14,935.00	\$13,850.00
Activity Revenue	\$2,800.00	\$1,751.00
Merchandise Sales	\$-	\$182.00
Convenience Fees	\$3,594.38	\$3,509.35
Total Revenue	\$183,385.63	\$145,028.35
Profit	\$89,696.22	\$47,345.20

National Night Out – The Events Department supported the Police Department in hosting this year's National Night Out on Tuesday, August 4. The event was the highest-attended National Night Out to date, bringing the community together for an evening of fun and engagement.

Attendees enjoyed a variety of activities, including exploring public safety vehicles, Cookies with a Cop, crafts, a Nerf target range, an obstacle course, and more.

Community members also worked together to create a "**HANDS DOWN THE BEST OFFICERS**" banner, expressing their appreciation and gratitude for the Police Department's dedication and service to our community.

Trivia Night Series – We hosted Trivia Night on July 17 and experienced lower attendance due to the poor air quality that evening. Despite that, we still had a good turnout, and the event was well received. Teams had a fun evening, and we look forward to our next Trivia Night on Friday, August 21. Teams can register using the [2026 Trivia Night Registration Form](#).

Invasive Species Clean Up – Due to the forecast of inclement weather on July 11, we made the

difficult decision to cancel the scheduled community cleanup. We are currently working to reschedule the event and will announce the new date as soon as it is confirmed.

Fall Arts & Crafts Show – Planning for the Fall Arts & Crafts Show is moving forward, with 249 vendors accepted to date and additional applications still under review. We continue to evaluate submissions and finalize the vendor selection process as we prepare for another successful festival. As part of this year's event, we have invited local makers, creators, and Town businesses to participate in the new Art Park at Mamie Davis Park. This exciting addition is made possible through a grant from the Virginia Tourism Corporation. The Art Park will feature live demonstrations and interactive exhibits, giving festival attendees the opportunity to experience the creative process firsthand and engage with local artists and businesses in a unique, hands-on setting.

New Date added to the Event Schedule – The Town of Occoquan is once again partnering with the Prince William Circuit Court to support this year's *Seal the Deal* event, scheduled for Friday, November 20, at Madigan's Waterfront.

The Events Department will again collaborate with Town businesses to provide each couple marrying that day with a Town-themed swag bag, showcasing local businesses and helping make their special day even more memorable.

TOWN OF OCCOQUAN
FINANCIAL STATEMENTS
AS OF JUNE 30, 2026

	As of 7/1/25 (unaudited)	Unaudited Income / Expense FY26 YTD	As of 06/30/2026 (Unaudited)
Nonspendable:			
Mamie Davis Fund	\$100,000	\$-	\$100,000
Prepaid Items	\$-		\$-
Restricted:			
E-Summons Fund	\$57,268	\$6,174.23	\$63,443
Assigned:			
Events Fund	\$-	\$109,238.44	\$109,238
CIP Fund	\$347,267	\$(150,246.69)	\$197,021
State Aid 599 Program Fund	\$35,167	\$(30,125.03)	\$5,042
Mamie Davis Park Fund	\$8,879	\$(1,806.45)	\$7,072
PEG Fund	\$2,245	\$114.20	\$2,359
Subtotal Assigned:	\$393,558	\$(72,825.53)	\$320,732
Unassigned:			
Operating Reserves			
Other Unassigned	\$200,000	\$-	\$200,000
Subtotal Unassigned:	\$611,628	\$53,682.35	\$665,310
	\$811,628	\$53,682.35	\$865,310
Total Fund Balance:			

Town of Occoquan Budget vs. Actuals

July 2025 - June 2026

	Actual	Annual Budget	Net Change	% of Budget
Income				
40000 TAXES			0	
40010 Real Estate	315,568	311,289	4,279	101.37%
40020 Meals Tax	340,943	315,452	25,491	108.08%
40030 Sales Tax	41,845	48,000	(6,155)	87.18%
40040 Utility Tax	36,215	37,000	(785)	97.88%
40050 Communications Tax	26,316	31,000	(4,684)	84.89%
40060 Transient Occupancy Tax	45,111	43,000	2,111	104.91%
40070 Peer-to-Peer Vehicle Tax	0	0	0	
Total 40000 TAXES	\$805,998	\$785,742	\$20,256	102.58%
41000 FEES/LICENSES	1,665	1,000	665	166.50%
41010 Vehicle License	11,663	10,308	1,355	113.15%
41020 Business Licenses	95,647	93,499	2,147	102.30%
41025 Business License Fee	4,200	4,320	(120)	97.22%
Total 41020 Business Licenses	\$99,847	\$97,819	\$2,027	102.07%
41030 Late Fees	5,705	2,500	3,205	228.20%
41040 FINES (PUBLIC SAFETY)	430,345	427,000	3,345	100.78%
41100 Administrative Fees	16,693	8,500	8,193	196.39%
41120 Service Revenue - Eng		14,000	(14,000)	0.00%
41130 Service Revenue - Legal		5,000	(5,000)	0.00%
41140 Service Revenue - Other		500	(500)	0.00%
41160 Convenience Fees	1,510	0	1,510	
Total 41000 FEES/LICENSES	\$567,427	\$566,627	\$800	100.14%
42000 GRANTS	0	0	0	
42021 NHSTA (DMV)	0	26,000	(26,000)	0.00%
42100 Alcohol	1,947			
42101 Pedestrian	1,269			
42102 Speed	2,167			
Total 42021 NHSTA (DMV)	\$5,383	\$26,000	\$(20,617)	
42040 PEG	\$114	\$-		
42110 Virginia DCJS	0	0	0	

42020 HB 599	28,371	29,223	(852)	97.08%
Total 42110 Virginia DCJS	\$28,371	\$29,223	\$(852)	97.08%
42130 DEQ			0	
42010 LITTER	1,659	1,800	(141)	92.14%
Total 42130 DEQ	\$1,659	\$1,800	\$(141)	92.14%
Total 42000 GRANTS	\$35,527	\$57,023	\$(21,496)	62.30%
43000 RENTALS				
43010 Town Hall	0	80	(80)	0.00%
43020 River Mill Park	1,500	3,500	(2,000)	42.86%
43030 Mamie Davis Park Rental	5,825	2,500	3,325	233.00%
43040 200 Mill Street Lease	119	7,843	(7,724)	1.52%
Total 43000 RENTALS	\$7,444	\$13,923	\$(6,479)	53.47%
44000 OTHER		44,060	(44,060)	0.00%
44005 Insurance Proceeds	0	0	0	
44010 General Fund Interest	37,404	25,000	12,404	149.62%
44030 Mamie Davis Park Interest	0	0	0	
44040 Bricks Revenue	1,446	800	646	180.73%
44060 Other	7,601	5,000	2,601	152.01%
Total 44000 OTHER	\$46,450	\$74,860	\$(28,410)	62.05%
Total Income	\$1,462,847	\$1,498,175	\$(35,328)	97.64%
Gross Profit	\$1,462,847	\$1,498,175	\$(35,328)	97.64%
Expenses				
60000 PERSONNEL SERVICES			0	
60010 Salaries and Wages	626,426	667,101	(40,675)	93.90%
60020 Overtime	19,978	15,440	4,538	129.39%
60030 On-call Labor	58,296	68,800	(10,504)	84.73%
60040 Other Benefits (Cell)	0	0	0	
60050 Payroll Taxes	53,699	57,472	(3,773)	93.44%
60060 Life Insurance	5,358	6,081	(723)	88.11%
60070 Health Insurance	31,226	40,457	(9,231)	77.18%
60095 VRS Employer Contrib	26,668	40,116	(13,448)	66.48%
Total 60000 PERSONNEL SERVICES	\$821,650	\$895,467	\$(73,817)	91.76%
60400 PROFESSIONAL SERVICES			0	
60420 Consulting	0	0	0	
60430 Zoning and Engineering Services	38,958	40,000	40,000	97.39%
60440 Legal Services			0	
60443 Prosecutions	36,000	40,000	(4,000)	90.00%
60444 Administration	59,039	64,260	(5,221)	91.88%
Total 60440 Legal Services	\$95,039	\$104,260	\$(9,221)	91.16%

60450 Audit Services	19,470	20,370	(900)	95.58%
60460 Payroll Processing	8,100	8,150	(50)	99.38%
60465 Financial System Maintenance	2,160	2,160	0	100.00%
60470 Bank Charges	3,395	2,840	555	119.53%
60480 Facility Security Services	0	0	0	
Total 60400 PROFESSIONAL SERVICES	\$167,121	\$177,780	\$(10,659)	94.00%
60800 INFORMATION TECH SERV			0	
60810 Website Support	5,493	3,820	1,673	143.80%
60840 Phone Service	10,542	9,800	742	107.57%
60850 Internet Service	11,000	6,800	4,200	161.76%
60860 Hardware/Software & Maintenance	12,869	12,140	729	106.00%
60870 IT Support Services	11,642	11,000	642	105.83%
Total 60800 INFORMATION TECH SERV	\$51,545	\$43,560	\$7,985	118.33%
61200 MATERIALS AND SUPPLIES			0	
61210 Office Supplies	2,802	4,600	(1,798)	60.91%
61220 Operational supplies	22,432	21,900	532	102.43%
61240 Janitorial Supplies	1,156	1,000	156	115.64%
61250 Uniforms	6,621	7,000	(379)	94.58%
Total 61200 MATERIALS AND SUPPLIES	\$33,011	\$34,500	\$(1,489)	95.68%
61600 OPERATIONAL SERVICES			0	
61620 Copier Lease, Contract	5,465	6,000	(535)	91.09%
61630 Postal Services	2,175	2,500	(325)	87.02%
Total 61600 OPERATIONAL SERVICES	\$7,641	\$8,500	\$(859)	89.89%
62000 CONTRACTS			0	
62010 Refuse Collection	115,736	100,274	15,462	115.42%
62030 Snow Removal	3,923	2,500	1,423	156.90%
62040 Landscaping	22,364	35,000	(12,636)	63.90%
Total 62000 CONTRACTS	\$142,022	\$137,774	\$4,248	103.08%
62400 INSURANCE			0	
62410 Insurance	44,408	45,023	(615)	98.63%
Total 62400 INSURANCE	\$44,408	\$45,023	\$(615)	98.63%
62800 PUBLIC INFORMATION		0	0	
62820 Design/Print - Auto Decal	677	652	25	103.83%
62840 Postage - Newsletter	2,431	2,700	(269)	90.04%
Total 62800 PUBLIC INFORMATION	\$3,108	\$3,352	\$(244)	92.73%
63000 Bad Debt	\$874	\$-	\$874	
63200 ADVERTISING			0	
63210 Advertising - Legal	2,987	2,500	487	119.48%
63230 Community/Business Supp	0	4,200	(4,200)	0.00%

Total 63200 ADVERTISING	\$2,987	\$6,700	\$(3,713)	44.58%
63600 TRAINING AND TRAVEL	0	0	0	
63610 Conferences	1,075	1,750	(675)	61.43%
63620 Membership and Dues	2,747	3,700	(953)	74.23%
63630 Travel Reimbursement	0	1,500	(1,500)	0.00%
63640 Employee Training	9,911	10,390	(479)	95.39%
63650 Boards and Comm Training	0	800	(800)	0.00%
Total 63600 TRAINING AND TRAVEL	\$13,733	\$18,140	\$(4,407)	75.70%
64000 VEHICLES AND EQUIPMENT			0	
64010 Town Vehicles M&R	14,724	8,500	6,224	173.23%
64030 Equipment M&R	10,447	6,400	4,047	163.24%
64040 Fuel	22,172	27,200	(5,028)	81.51%
64050 Equipment and Tools	10,378	5,950	4,428	174.42%
Total 64000 VEHICLES AND EQUIPMENT	\$57,722	\$48,050	\$9,672	120.13%
64400 SEASONAL			0	
64430 Parks/Town Hall Decor	14,020	9,200	4,820	152.39%
64440 Wreath Installation/Maint	1,730	3,000	(1,270)	57.67%
Total 64400 SEASONAL	\$15,750	\$12,200	\$3,550	129.10%
64700 FACILITIES EXPENSE	0		0	
64800 TOWN HALL			0	
64820 Elevator Inspection/Maint	439	400	39	109.84%
64830 Janitorial Services	3,279	4,937	(1,658)	66.42%
64850 Repair and Maintenance	316	1,000	(684)	31.60%
64860 Equipment Maint Contracts	0	400	(400)	0.00%
64880 Utilites - Gas/Water/Elec	4,666	4,700	(34)	99.28%
Total 64800 TOWN HALL	\$8,700	\$11,437	\$(2,737)	76.07%
65200 MILL HOUSE MUSEUM			0	
65210 OHS Subsidy (Mill Museum)	6,000	6,000	0	100.00%
65240 Repair and Maintenance	209	500	(291)	41.77%
Total 65200 MILL HOUSE MUSEUM	\$6,209	\$6,500	\$(291)	95.52%
66000 ANNEX / MAINTENANCE YARD			0	
66020 Equipment Maint Contracts	0	150	(150)	0.00%
66030 Utilities - Elect/Water	5,065	4,000	1,065	126.63%
66040 Repair and Maintenance	1,268	1,000	268	126.79%
Total 66000 ANNEX / MAINTENANCE YARD	\$6,333	\$5,150	\$1,183	122.97%
66800 RIVER MILL PARK & FACIL			0	
66810 Brick Paver Program	595	300	295	198.33%
66820 Restroom Janitorial Serv	6,848	8,495	(1,647)	80.62%
66830 Winterization		350	(350)	0.00%

66840 Repair and Maintenance	1,232	4,000	(2,768)	30.81%
66850 Utilities	5,331	5,800	(469)	91.91%
66870 Equipment Maint Contracts	0	0	0	
Total 66800 RIVER MILL PARK & FACIL	\$14,006	\$18,945	\$(4,939)	73.93%
67200* MAMIE DAVIS PARK & RIVERWALK			0	
67220 Riverwalk & Dock	710	500	210	141.96%
67230 Winterization	500	350	150	142.86%
67240 Mamie Davis Park Repair & Maint	105	250	(145)	41.92%
67250 Utilities	217	1,700	(1,483)	12.77%
67260 Kayak Ramp - Repair & Maint	118	250	(132)	47.39%
Total 67200* MAMIE DAVIS PARK & RIVERWALK	\$1,650	\$3,050	\$(1,400)	54.10%
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				
68410 Street Painting	453	1,500	(1,047)	30.19%
68420 Brick Sidewalk Repair	0	1,000	(1,000)	0.00%
Total 68400* STREETS AND SIDEWALKS	\$453	\$2,500	\$(2,047)	18.12%
68800 HISTORIC DISTRICT			0	
68810 Gas Light - Repair & Maint	0	1,000	(1,000)	0.00%
68820 Gas Light Utilities (Gas)	8,027	7,200	827	111.49%
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	\$8,631	\$14,300	\$(5,669)	60.36%
Total 64700 FACILITIES EXPENSE	\$47,479	\$64,632	\$(17,153)	73.46%
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	\$1,409,050	\$1,498,178	\$(89,128)	94.05%
Net Operating Income	\$53,797	\$(3)	\$53,799	
Net Income	\$53,797	\$(3)	\$53,799	
CIP FUND				

	Actual	Annual Budget	over Budget	% of Budget
Income				
42000 GRANTS	30,000	35,500	(5,500)	84.51%
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%
Total 42000 GRANTS	\$30,737	\$960,275	\$(929,538)	3.20%
Total Income	\$30,737	\$960,275	\$(929,538)	3.20%
Gross Profit	\$30,737	\$960,275	\$(929,538)	3.20%
Expenses				
Total Expenses			\$-	
Net Operating Income	\$30,737	\$960,275	\$(929,538)	3.20%
Other Expenses				
62000 CONTRACTS				
62040 Landscaping	0			
Total 62000 CONTRACTS	\$-			
70000 CIP EXPENSE			0	
70001 Streetscape	19,654	8,800	10,854	223.35%
70005 Building Improvements	41,453	33,725	7,728	122.91%
70006 Stormwater Management	28,703	1,130,031	(1,101,328)	2.54%
70014 Timed Parking Equipment	3,989	4,000	(11)	99.73%
70018 Snow Removal Equipment	0		0	
70020 Street/Curb Striping Prog	270	5,000	(4,730)	5.40%
72005 Mamie Davis Park Renovations	0	0	0	
72006 Riverwalk Improvements	12,000	0	12,000	
74001 Vehicles & Equipment	81,079	83,000	(1,921)	97.69%
74003 Body Armor	9,913	3,500	6,413	283.24%
74004 Uniform Replacement	6,675	10,000	(3,325)	66.75%
74006 Axon Body Worn Camera System	873	10,000	(9,127)	8.73%
76001 Computer Upgrades	4,332	3,000	1,332	144.39%
76006 Records Management Syst	2,167	3,500	(1,333)	61.92%
Total 70000 CIP EXPENSE	\$211,109	\$1,294,556	\$(1,083,447)	16.31%
Total Other Expenses	\$211,109	\$1,294,556	\$(1,083,447)	16.31%
Net Other Income	\$(211,109)	\$(1,294,556)	\$1,083,447	16.31%
Net Income	\$(180,372)	\$(334,281)	\$153,909	53.96%

E SUMMONS FUND				
	Actual	Annual Budget	over Budget	% of Budget
Income				
41000 FEES/LICENSES			0	
41040 FINES (PUBLIC SAFETY)	16,776		16,776	
41170 E-Summons		14,500	(14,500)	0.00%
Total 41040 FINES (PUBLIC SAFETY)	\$16,776	\$14,500	\$2,276	115.69%
Total 41000 FEES/LICENSES	\$16,776	\$14,500	\$2,276	115.69%
Total Income	\$16,776	\$14,500	\$2,276	115.69%
Gross Profit	\$16,776	\$14,500	\$2,276	115.69%
Expenses				
60800 INFORMATION TECH SERV				
60840 Phone Service	0	0	0	
60850 Internet Service	1,100	2,200	(1,100)	50.00%
60860 Hardware/Software & Maintenance	7,086	8,500	(1,414)	83.37%
Total 60800 INFORMATION TECH SERV	\$8,186	\$10,700	\$(2,514)	76.51%
61200 MATERIALS AND SUPPLIES			0	
61220 Operational supplies	2,415	1,200	1,215	201.24%
Total 61200 MATERIALS AND SUPPLIES	\$2,415	\$1,200	\$1,215	201.24%
64060 E-Summons Equipment	\$-	\$-	\$-	
Total Expenses	\$10,601	\$11,900	\$(1,299)	89.09%
Net Operating Income	\$6,174	\$2,600	\$3,574	237.47%
Net Income	\$6,174	\$2,600	\$3,574	237.47%
EVENTS FUND				
	Actual	Annual Budget	over Budget	% of Budget
Income				
41000 FEES/LICENSES			0	
41100 Administrative Fees	0			
41160 Convenience Fees	7,473	5,627	1,846	132.80%
Total 41000 FEES/LICENSES	\$7,473	\$5,627	\$1,846	132.80%
42000 GRANTS		9,000	(9,000)	0.00%
44000 OTHER		0	0	
44020 Events Fund Interest	0	25	(25)	0.00%
44040 Bricks Revenue	0	0	0	
44060 Other	0	0	0	
Total 44000 OTHER	\$-	\$25	\$(25)	0.00%

47000 EVENTS REVENUE			0	
47010 Sponsorships	28,835	26,800	2,035	107.59%
47020 Booth Rentals	212,054	187,575	24,479	113.05%
47021 Ticket Sales	2,800	0	2,800	
47023 Community Events	6,143	11,800	(5,657)	52.06%
Total 47021 Ticket Sales	\$8,943	\$11,800	\$(2,857)	75.79%
47030 Shuttle Fees	89,073	71,500	17,573	124.58%
47040 Parking Space Sales	11,250	9,875	1,375	113.92%
47060 Merchandise	244	200	44	122.00%
47105 Revenue Share Agreements	0	0	0	
Total 47000 EVENTS REVENUE	\$350,399	\$307,750	\$42,649	113.86%
Total Income	28,835	26,800	2,035	107.59%
Gross Profit	212,054	187,575	24,479	113.05%
Expenses				
60000 PERSONNEL SERVICES			0	
60010 Salaries and Wages	54,447	50,025	4,422	108.84%
60020 Overtime	2,264	4,000	(1,736)	56.61%
60030 On-call Labor	9,128	18,220	(9,092)	50.10%
60050 Payroll Taxes	7,440	5,527	1,913	134.62%
60060 Life Insurance	1,530	1,650	(120)	92.75%
60095 VRS Employer Contrib	2,324	3,141	(817)	73.99%
Total 60000 PERSONNEL SERVICES	\$77,134	\$82,563	\$(5,429)	93.42%
60400 PROFESSIONAL SERVICES			0	
60460 Payroll Processing				
60465 Financial System Maintenance				
60470 Bank Charges	8,772	5,796	2,976	151.34%
Total 60400 PROFESSIONAL SERVICES	\$8,772	\$5,796	\$2,976	151.34%
60800 INFORMATION TECH SERV			0	
60840 Phone Service	0	600	(600)	0.00%
Total 60800 INFORMATION TECH SERV	\$-	\$600	\$(600)	0.00%
61200 MATERIALS AND SUPPLIES			0	
61210 Office Supplies	0	0	0	
61220 Operational supplies	12,250	14,175	(1,925)	86.42%
Total 61200 MATERIALS AND SUPPLIES	\$12,250	\$14,175	\$(1,925)	86.42%
62000 CONTRACTS			0	
62020 Equipment Rental	78,552	74,407	4,145	105.57%
62050 Entertainment	7,090	5,000	2,090	141.80%
Total 62000 CONTRACTS	\$85,642	\$79,407	\$6,235	107.85%

63000 Bad Debt	\$110	\$-	\$110	
63200 ADVERTISING			0	
63220 Advertising - Marketing	16,223	10,000	6,223	162.23%
63230 Community/Business Supp	25,910	24,000	1,910	107.96%
Total 63200 ADVERTISING	\$42,133	\$34,000	\$8,133	123.92%
64700 FACILITIES EXPENSE			0	
66800 RIVER MILL PARK & FACIL			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	7,331	10,720	(3,389)	68.38%
69290 Other Special Events	4,118	3,555	563	115.83%
Total 69200 SPECIAL EVENTS	\$22,594	\$29,340	\$(6,746)	77.01%
Total Expenses	\$248,634	\$245,881	\$2,753	101.12%
Net Operating Income	\$109,238	\$76,521	\$32,717	142.76%
Net Income	\$109,238	\$76,521	\$32,717	142.76%
MAMIE DAVIS PARK				
	Actual	Annual Budget	over Budget	% of Budget
Income				
44000 OTHER			0	
44030 Mamie Davis Park Interest	1,794	840	954	213.52%
Total 44000 OTHER	\$1,794	\$840	\$954	213.52%
Total Income	\$1,794	\$840	\$954	213.52%
Gross Profit	\$1,794	\$840	\$954	213.52%
Expenses				
70000 CIP EXPENSE	3,600	3,200	\$400	112.50%
Total Expenses	3,600	3,200	400	1
Net Operating Income	\$(1,806)	\$(2,360)	\$554	76.54%
Net Income	\$(1,806)	\$(2,360)	\$554	76.54%
TOTAL NET INCOME (LOSS) ALL FUNDS	(12,969)	(257,523)	244,554	5.04%

Balance Sheet
Town of Occoquan
As of June 30, 2026

	Total		
	As of June 30, 2026	As of June 30, 2025 (PY)	\$ Change (PY)
Assets			
Current Assets			
Bank Accounts			
10001 Petty Cash - Operating	100	100	0
10010 Petty Cash - Events	75	75	0
10022 Checking Account 0058	254,200.62	181,443.29	52,118.37
10024 Money Market 4220	200,108.67	202,221.05	1,318.36
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	873,097.79	934,138.03	-63,745.98
Total for 10034 VIP - Investment Pool	\$873,097.79	\$934,138.03	(\$63,745.98)
10082 Mamie Davis Savings 4201	6,286.73	4,492.81	1,793.40
10083 Mamie Davis CD	100,000.00	100,000.00	\$0.00
Total for Bank Accounts	\$1,433,868.81	\$1,422,470.18	(\$8,515.85)
Accounts Receivable			
10180 Accounts Receivable	97,562.97	149,537.09	-28,753.80
Total for Accounts Receivable	\$97,562.97	\$149,537.09	(\$28,753.80)
Other Current Assets			
10190 Real Estate Receivable	0.00	1,286.61	\$0.00
11000 Prepaid Expenses	\$0.00	\$0.00	\$0.00
14990 Undeposited Funds	385,371.17	6,753.49	-2,690.40
Total for Other Current Assets	\$385,371.17	\$8,040.10	(\$2,690.40)
Total for Current Assets	\$1,916,802.95	\$1,580,047.37	(\$39,960.05)
Total for Assets	\$1,916,802.95	\$1,580,047.37	(\$39,960.05)
Liabilities and Equity			
Liabilities			
Current Liabilities			
Accounts Payable			
20000 Accounts Payable	61,799.93	61,871.42	-6,329.86

Total for Accounts Payable	\$61,799.93	\$61,871.42	(\$6,329.86)
Credit Cards			
22000 Credit Cards			
22010 ExxonMobil (deleted)	\$0.00	1,539.10	-1,539.10
22020 Home Depot	143.91	\$182.38	-38.47
22030 Lowe's Proservices	393.47	462.27	-3.27
22040 United Bank Credit Cards	5,228.44	6,772.14	5,720.65
22050 Shell Credit Card	2,929.44	297.89	-297.89
Total for 22000 Credit Cards	\$8,695.26	\$9,253.78	\$3,841.92
Total for Credit Cards	\$8,695.26	\$9,253.78	\$3,841.92
Other Current Liabilities			
20935 Performance Bond	1,187.50	1,187.50	\$0.00
20940 Unearned Craft Show Rev	78,475.00	56,050.00	3,925.00
20960 Unearned Other Revenue			
20970 Unearned Rental	\$0.00	1,200.00	-1,200.00
Total for 20960 Unearned Other Revenue	\$0.00	\$1,200.00	(\$1,200.00)
20980 Unearned R.E. Tax	1,785.58	1,202.97	1,140.86
21100 Unearned Fire Dept Grant	24,309.12	-4,953.88	29,263.00
21200 Payroll Liabilities	\$0.00	\$0.00	\$0.00
21230 VRS Employee Contributions	6,638.96	1,109.74	2,656.03
Total for 21200 Payroll Liabilities	\$6,638.96	\$1,109.74	\$2,656.03
Total for Other Current Liabilities	\$112,396.16	\$55,796.33	\$35,784.89
Total for Current Liabilities	\$182,891.35	\$126,921.53	\$33,296.95
Total for Liabilities	\$182,891.35	\$126,921.53	\$33,296.95
Equity			
30000 Nonspendable			
30005 PrePaid Items	\$0.00	\$0.00	\$0.00
Total for 30000 Nonspendable	\$0.00	\$0.00	\$0.00
31000 Restricted			
31100 Mamie Davis (Endowment)	100,000.00	100,000.00	\$0.00
31200 E Summons Fund	63,442.58	48,985.23	8,283.12
Total for 31000 Restricted	\$163,442.58	\$148,985.23	\$8,283.12
31400 Assigned			
30030 Events Fund	\$109,184.35	\$0.00	\$0.00
30040 CIP Fund	197,020.54	436,006.00	-88,738.77
31050 Public Safety Grant Fund	5,042.13	24,235.30	10,931.86
31060 Mamie Davis Park Fund	7,072.20	7,090.41	1,788.24
31070 Public Education Grant Fund	2,358.90	2,110.70	134

Total for 31400 Assigned	\$320,678.12	\$469,442.41	(\$75,884.67)
31500 Unassigned			
30010 Emergency Operating Fund	200,000.00	200,000.00	\$0.00
30020 Unrestricted	665,363.98	470,147.03	153,004.56
Total for 31500 Unassigned	\$865,363.98	\$670,147.03	\$153,004.56
32000 Retained Earnings	12,968.95	0	0.00
Net Income	-12,968.95	164,551.17	-158,660.01
Total for Equity	\$1,349,484.68	\$1,453,125.84	(\$73,257.00)
Total for Liabilities and Equity	\$1,532,376.03	\$1,580,047.37	(\$39,960.05)
Items highlighted in green have been manually updated to remove inaccurate Square data. To the best of our knowledge, all figures are now accurate and complete. Intuit is continuing to investigate the issue. We worked with their team on 05/20/2026 to assist with resolution efforts and are receiving weekly updates. At this time, no solution has been provided.			

DEVELOPMENT SERVICES - BUILDING DEVELOPMENT
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

PCE Cases Initiated by Town

All Open Cases and Cases Closed On or After 07/20/2026

*Counts business days only.

Town of Occoquan

Site Address	Case Number / Case Status	Date Received	Date Closed	Business Days Open (Pending)	Assigned To	Case Description	Violation Description(s)	Date VIO Founded	Notice Issued	Summons Issued	Court Action
202 UNION ST	BDM2026-00323 Summons	02/28/2026		107	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	06/01/2026	11/12/2026 (Return) x2 Summons
116 WASHINGTON ST 1	UNS2026-00112 Closed - Monitored	04/03/2026	06/30/2026	60	Lopez, Raleigh	REFERRAL FROM FMO/PREVIOUS UNSAFE DUE TO FIRE DAMAGE/NEW OWNER./PREVIOUS PSTD#2024-00094)/PREVIOU S UNS2024-00063.	General (Unsafe)	04/01/2026	04/03/2026		
	UNS2026-00113 Closed - Monitored	04/03/2026	06/30/2026	60	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

PCE Cases Initiated by Town

All Open Cases and Cases Closed On or After 07/20/2026

**Counts business days only.*

Total Number of Violations Issued: 3

Total Number of Cases Closed : 2

Total Number Cases Closed with No Violation: 2

Total Number of Cases Still Open: 1

Total Number of Open Cases with Violations: 1

Average Number of Business Days Cases are Open This Town: 75.67

Average Number of Business Days Cases are Open (Grouped by Address and Date Received) This Town: 83.50

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 07/20/2026

**Counts business days only.*

Total Number of Cases for All Towns Selected: 3

Summary by Case Status:

Closed - Monitored	2
Summons	<u>1</u>
	3

END OF REPORT

DEVELOPMENT SERVICES - BUILDING DEVELOPMENT
Town of Occoquan - Permit Report
July 2026

Permit Number	Main Address	Description	Permit Type	Permit Status	Permit Workclass	Issue Date	Finalize Date
ELE2027-00259	312 COMMERCE ST	Install 240v 50amp circuit for greenhouse.	Electrical	Finalized	R - Alteration/Repair	07/20/2026	07/27/2026
BLD2027-00114	122 EAST COLONIAL DR	Installation of grid-tied, roof-mounted solar pv system to create a system size of 11.44kw with 26 modules	Building	Pending	R - Alteration/Repair		
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	
GAS2026-00848	225 MILL ST	INSTALLATION OF A RINNAI TANKLESS WATER HEATER BTUS INCREASING FROM 40K TO 160K	Gas	Issued	C - Alteration/Repair	02/20/2026	
ELE2027-00162	231 MILL ST	Robertson - EVSE install	Electrical	Finalized	R - Alteration/Repair	07/17/2026	07/24/2026
BLD2027-00082	305 MILL ST	TLO - GRAFFITI CAT PIZZA	Building	Pending	C - Tenant Layout		
BLD2026-04978	402 MILL ST	INTERIOR RENOVATION - REPAIR OF WALLS AND MODIFICATION OF LAYOUT FOR BETTER RETAIL PRESENTATION.	Building	Pending	C - Alteration/Repair		
BLD2026-04446	405 MILL ST	REMOVE EXPOSED PORTION OF EXISTING BOAT STORAGE METAL STRUCTURE. BUILDINGS WILL NOT BE DISTURBED AND ARE	Building	Issued	Demolition	04/27/2026	

		MARKED TO REMAIN.					
BLD2021-06635	450 MILL ST	TLO FOR THE COTTAGE	Building	Issued	C - Tenant Layout	05/03/2022	
PLB2022-00959	450 MILL ST	THE COTTAGE - TLO	Plumbing	Issued	C - Tenant Layout	11/08/2023	
BLD2026-06358	110 MILL CROSS LN	14' X 12' OPEN DECK WITH 4' X 4' LANDING AND 4' WIDE STEPS BUILT TO GRADE - PER COUNTY TYPICAL	Building	Issued	R - Addition	06/30/2026	
BLD2027-00160	108 POPLAR LN	20' X 12' SCREEN PORCH BUILT OVER CONCRETE SLAB	Building	Pending	R - Addition		
BLD2026-05359	105 VISTA KNOLL DR	INSTALL AN ENERGY STORAGE SYSTEM THAT WILL BE INTEGRATED WITH PREVIOUSLY INSTALLED SOLAR SYSTEM	Building	Pending	R - Alteration/Repair		
BLD2026-05946	105 VISTA KNOLL DR	12' X 20' OPEN DECK NO STAIRS - PER PLANS - BLD2022-01979 FOR REFERENCE	Building	Final	R - Addition	06/08/2026	06/11/2026
ELE2026-05444	105 VISTA KNOLL DR	INSTALL AN ENERGY STORAGE SYSTEM THAT WILL BE INTEGRATED WITH PREVIOUSLY	Electrical	Pending	R - Alteration/Repair		

		INSTALLED SOLAR SYSTEM					
BLD2026-06069	107 VISTA KNOLL DR	10' X 19' OPEN DECK - NO STAIRS - PER PLAN	Building	Issued	R - Addition	06/29/2026	
ELE2026-05359	209 WASHINGTON ST	**VOIDED, DUPLICATE OF ELE2025-03999** Electrical work, heavy up 400 amps, electrical wiring for RTU HVAC unit as per drawing.	Electrical	Pending	C - Alteration/Repair		
MEC2025-01538	209 WASHINGTON ST	ADD ON PACKAGE FOR HEAT PUMP	Mechanical	Pending	C - Alteration/Repair		
BLD2026-05488	212 WEST LOCUST ST	PER PLANS 23'X12' OPEN DECK WITH 6' WIDE STAIRS DOWN TO A 6'X6' LANDING AND 6' WIDE STEPS TO GRADE - 324 Sq Ft	Building	Finaled	R - Addition	05/15/2026	07/23/2026
ELE2026-05503	212 WEST LOCUST ST	ELECTRICAL FIXTURES	Electrical	Finaled	R - Addition	05/20/2026	07/23/2026
GAS2026-01704	212 WEST LOCUST ST	Relocate gas line approx 5ft in kitchen to new kitchen oven/stove location Install new gas oven	Gas	Issued	R - Alteration/Repair	06/08/2026	

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 August 4, 2026, Council Meeting

Date: July 17, 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 June 30, 2026:

1. Completed “Do’s and Don’ts” document for the Architectural Review Board.
2. Advised staff and council on the new Virginia FOIA provision on amending agendas after the meeting has started.
3. Advised staff regarding timeframes for adoption of ordinances dealing with retail cannabis market.
4. Advised staff on the proposed joint directive with Prince William County on police response to calls for service.
5. Approved the 4th amendment to the Occoquan Beer Garden lease.

August 2026 Town Attorney report 4926-4252-6654 v.1



TOWN OF OCCOQUAN

TOWN COUNCIL MEETING

Agenda Communication

10. Regular Business	Meeting Date: August 18, 2026
10A: Request to Adopt Resolution of Appreciation for Justin Hendrickson	

Attachments: a. Draft Resolution – R-2026-08
b. Virginia State Police Letter of Commendation

Submitted by: Adam C. Linn
Town Manager

Explanation and Summary:

This is a request to adopt a resolution of appreciation for Occoquan Police Officer Justin Hendrickson in response to his efforts on May 29, 2026.

The Town has received a letter from the Virginia State Police formally recognizing Officer Hendrickson for his extraordinary actions following a catastrophic motor vehicle crash on Interstate 95 in Stafford County on May 29, 2026, which resulted in five fatalities and more than 30 injuries. According to the lead Virginia State Police investigator, Officer Hendrickson voluntarily stopped at the scene before emergency responders arrived and, despite significant danger, assisted in rescuing victims from a burning vehicle, provided lifesaving first aid, and offered reassurance and assistance to the injured until Fire and Rescue personnel assumed care. The investigator specifically commended Officer Hendrickson's courage, compassion, calm demeanor, decisive actions, and selfless commitment to the welfare of others, noting that his actions likely made a meaningful difference in the survival of victims. Officer Hendrickson was off-duty on his way home at the time of the incident.

Officer Hendrickson's efforts and actions on May 29, 2026, reflect positively upon Officer Hendrickson, the Occoquan Police Department, and the Town of Occoquan.

Staff Recommendation: Recommend approval of the attached resolution as presented.

Proposed/Suggested Motion:

"I move to adopt Resolution R-2026-08 recognizing and appreciating Officer Justin Hendrickson on the actions he took at the catastrophic crash on May 29, 2026."

OR

Other action Council deems appropriate.

**TOWN OF OCCOQUAN, VIRGINIA
RESOLUTION**

**RESOLUTION OF APPRECIATION AND RECOGNITION TO OFFICER
JUSTIN HENDRICKSON**

WHEREAS, Justin Hendrickson has been a police officer with the Town of Occoquan since September 2022; and

WHEREAS, on May 29, 2026, at approximately 2:30 a.m. while returning home from working as a police officer for the Town, Officer Hendrickson encountered a catastrophic motor vehicle crash on southbound Interstate 95 in Stafford, Virginia, which ultimately resulted in the tragic loss of five lives, and injuries to more than 30 individuals; and

WHEREAS, despite the significant dangers present at the immediate aftermath of the crash, Officer Hendrickson voluntarily stopped to provide assistance to those involved and demonstrated extraordinary courage and selflessness by assisting in the rescue of victims from a burning vehicle and providing lifesaving first aid and reassurance to injured persons until Fire and Rescue personnel arrived and assumed patient care; and

WHEREAS, the Virginia State Police witnessed Officer Hendrickson's actions and formally recognized his calm demeanor, decisive actions, courage, compassion, and willingness to place the welfare of others above his own safety, noting that his actions during the critical moments following the crash made a meaningful difference in the survival and welfare of victims, and exemplified the highest standards of character and service; and

WHEREAS, Officer Hendrickson's actions reflect great credit upon himself, the Occoquan Police Department, and the Town of Occoquan and exemplify the values of courage, professionalism, compassion, and service that the Town seeks to recognize and honor.

NOW, THEREFORE, BE IT RESOLVED, that the Town Council of the Town of Occoquan, Virginia, hereby expresses its sincere appreciation and recognition to Officer Justin Hendrickson for his extraordinary courage, selfless service, and lifesaving actions during the incident on May 29, 2026; and

BE IT FURTHER RESOLVED, that the Town Council, on behalf of the citizens and staff of the Town of Occoquan, extends its sincere appreciation to Officer Justin Hendrickson for his exceptional actions and proudly recognizes him as an example of courage, compassion, and commitment to service that distinguish the Occoquan Police Department.

Adopted by the Town Council of the Town of Occoquan, Virginia this 18th Day of August 2026.

MOTION: Vice Mayor Loges

**DATE: August 18, 2026
Town Council Meeting**

SECOND: Councilmember Love

Votes

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

Nays: None

Absent from Vote: None

Absent from Meeting: None

BY ORDER OF THE TOWN COUNCIL

Attested:

Earnest W. Porta, Jr., Mayor

Megan Lubash, Town Clerk



COMMONWEALTH OF VIRGINIA

Colonel Jeffrey S. Katz
Superintendent

(804) 674-2000

DEPARTMENT OF STATE POLICE

P. O. Box 27472, Richmond, VA 23261-7472

August 4, 2026

Lt. Colonel Keenon C. Hook
Deputy Superintendent

Chief Linn,

I am writing to formally recognize the extraordinary actions of your employee, Justin Hendrickson, during a catastrophic motor vehicle crash that occurred on May 29, 2026, on Interstate 95 in Stafford County, Virginia. This tragic incident resulted in the loss of five lives and more than 30 injuries. Mr. Hendrickson's selfless actions in the immediate aftermath were crucial in assisting victims during the critical moments before emergency responders arrived.

Without hesitation, Justin voluntarily stopped at the crash scene and immediately began rendering aid to those involved. Despite the extreme danger posed by the incident, he assisted in rescuing victims from a burning vehicle and provided lifesaving first aid and reassurance to the injured until Fire and Rescue personnel assumed patient care. His calm demeanor, decisive actions, and willingness to place the welfare of others above his own safety undoubtedly made a meaningful difference in the **survival** of victims during an exceptionally chaotic and traumatic event.

As the lead investigator assigned to this crash, I personally witnessed the devastating circumstances surrounding this incident and observed Justin's remarkable efforts firsthand. In the earliest moments of any major emergency, the actions of those who choose to help can have a profound impact on the outcome for those involved. Justin's courage, compassion, and selfless commitment to serving others exemplify the highest standards of character and reflect exceptionally well upon both himself and your organization.

It is my sincere hope that you will consider formally recognizing Justin Hendrickson for his outstanding actions on May 29, 2026. His willingness to step forward in a time of extraordinary crisis serves as an example of true courage and professionalism, and he is deserving of recognition for the positive impact he had on the lives of others that day.

Thank you for taking the time to consider this recommendation. Should you have any questions or require any additional information regarding this incident or Justin's actions, please do not hesitate to contact me.

Respectfully,

Trooper Roberts
Virginia State Police