



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 September 15, 2026 | 7:00 p.m.

1. **Call to Order**
2. **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
3. **Consent Agenda**
 - a. Request to Accept September 1, 2026, Town Council Meeting Minutes *pg. 2*
4. **Regular Business**
 - a. Request to Adopt Ordinance O-2026-06 Amending the Town Code to Impose a Local Cannabis/Marijuana Sales Tax *pg. 7*
5. **Discussion Items**
 - a. Riverfest 2027 Date Discussion *pg. 11*
6. **Closed Session**
7. **Adjournment**



TOWN OF OCCOQUAN

TOWN COUNCIL MEETING

Agenda Communication

4. Consent Agenda	Meeting Date: September 15, 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 September 1, 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, September 1, 2026
7:00 p.m.

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

Absent: Councilmember Eliot Perkins

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

1. CALL TO ORDER

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

2. PLEDGE OF ALLEGIANCE

3. CITIZENS' TIME

No one spoke during Citizens' Time.

4. CONSENT AGENDA

a. Request to Accept the August 18th, 2026 Minutes

Councilmember Fithian moved to approve the Consent Agenda. Vice Mayor Loges seconded the motion. The motion passed unanimously by voice vote.

5. MAYOR'S REPORT

Mayor Porta reported the following:

- On August 21st, he emceed the Town's Trivia Night in River Mill Park, which had the highest number of participating teams to date.
- On August 27th, he and Councilmember Love attended the dedication of a memorial bench completed as part of an Eagle Scout project.

Mayor Porta also expressed interest in holding a dedication ceremony for a "Road to Revolution" marker during the Fall Arts and Crafts Show. He further reported that he had identified one Revolutionary War veteran associated with the Town of Occoquan, then known as Occoquan Mills. Mayor Porta stated that he would like the veteran to be recognized in a pocket park along with the Town's World War I veterans. Mayor Porta also requested that staff contact Brenda at Jerry's Occoquan Jewelers regarding recognition of the business's 50th anniversary during the holiday season, potentially in conjunction with the Town's Tree Lighting ceremony.

6. COUNCILMEMBER REPORTS

Councilmember Love reiterated that he attended the Eagle Scout memorial bench dedication on August

27th.

Councilmember Fithian noted that she purchased a memorial brick in honor of a Town resident's dog, Ollie, and identified a reputable brick engraver should the Town consider restarting the memorial brick program.

7. BOARDS AND COMMISSIONS

Town Manager Linn noted that the Planning Commission and Architectural Review Board did not meet in the month of August.

8. ADMINISTRATIVE REPORTS

a. Administrative Report

Town Manager Linn updated the Council on the ADA crosswalk improvement project at Union and Mill Streets and Mill and Ellicott Streets, noting that the County anticipates beginning construction on September 28, following the Fall Arts and Crafts Show. Town Manager Linn then presented his written report and responded to questions from the Council.

Mayor Porta expressed appreciation to Town staff for contacting the County Arborist and obtaining information regarding the magnolia tree located at Washington and Commerce Streets. He also requested that staff notify Councilmembers when VDOT anticipates beginning work on the water problem on Edgehill Drive.

Mayor Porta inquired about the status of the demolition permit for the Mill at Occoquan project. Town Manager Linn advised that removal of the steel boatel has been approved; however, demolition of the buildings has not yet been approved.

Mayor Porta also requested that the engineering reports be revised to clarify that construction of a deck behind the Mill House Museum is no longer the anticipated outcome associated with the geotechnical borings. Town Manager Linn stated that he would speak with the engineers about revising the manner in which the borings and Riverwalk project are referenced in the report.

b. Town Treasurer's Report

Town Treasurer Shaw was present and responded to questions regarding the Treasurer's report. Councilmember Love asked about the status of enforcement efforts involving businesses that are delinquent in paying Business, Professional and Occupational License (BPOL) taxes and real estate taxes. Town Treasurer Shaw reported that Treasurer's summonses had been issued to two businesses. Regarding delinquent real estate taxes, Town Attorney Crim noted that the outstanding balances continue to accrue interest at a favorable rate to the Town and that, so long as the total taxes, penalties, fees, and other amounts due remain well below the value of the underlying real estate, there may not be an immediate need to pursue additional collection action. Town Treasurer Shaw asked whether the loss of available working capital outweighed the benefit of allowing interest to continue to accrue on the delinquent balances. Town Attorney Crim advised that this was ultimately a policy determination for the Town Council.

Mayor Porta noted that, given the Town's real estate tax rate, the outstanding Town real estate taxes probably were modest in dollar terms.

Vice Mayor Loges expressed appreciation for the new financial reports prepared by Town Treasurer Shaw. She requested that a footnote be added to explain the applicable budget transfer and clarify that the Town Council-approved budget does not reflect a budget deficit.

c. Town Attorney's Report

Town Attorney Crim was ready to discuss his report. There were no questions regarding his report.

9. REGULAR ITEMS

a. Request to Adopt Resolution to Set the Calendar Year 2027 Schedule of Regular Town Council Meetings

Town Manager Linn noted that the proposed meeting calendar differed only slightly from the current year's schedule. He explained that the first meeting in August had been omitted because it coincides with National Night Out and that the second meeting in December was omitted for the holidays. He further noted that the remaining Tuesday meeting dates were retained, as meetings may be canceled at the direction of the Town Council if they are not needed and was easier than having to add special meetings.

Vice Mayor Loges asked about potentially canceling meetings scheduled near the Town's craft shows. Town Manager Linn noted that the dates of the spring Riverfest had not yet been finalized and he recommended leaving the meetings scheduled.

Councilmember Love moved to approve Resolution R-2026-09. Vice Mayor Loges seconded the motion. The motion passed unanimously by voice vote.

b. Request to Adopt Ordinance O-2026-04 Amending the Code§ 31.073(A) Related to Town Council Meeting Agenda Process

There was no discussion regarding this administrative Ordinance. Vice Mayor Loges moved to adopt Ordinance O-2026-04 amending Town Code § 31.073(A) related to Town Council Agenda Process. Councilmember Fithian seconded. Motion passed unanimously by roll call vote.

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

c. Request to Adopt Ordinance O-2026-05 Amending the Code§ 73.03 Related to Parking in the Opposite Direction of Travel in Angled Parking

There was no discussion regarding this administrative Ordinance. Councilmember Daubresse moved to adopt Ordinance O-2026-05 amending Town Code § 73.03 related to Angled Parking in Town. Councilmember Love seconded. Motion passed unanimously by roll call vote.

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

d. Request to Adopt Resolution Referring Town Code Section 157 to the Planning Commission for Review and Evaluation to Recommend Zoning Text Amendments

Mayor Porta asked Town Manager Linn to confirm that the purpose of the review was to examine

the Town Code's zoning provisions and ensure that they remain consistent with the Comprehensive Plan. Town Manager Linn confirmed that this was the intent of the review.

Vice Mayor Loges moved to adopt the Resolution initiating consideration of zoning text amendments to Town Code Chapter 157, Zoning, pursuant to Virginia Code §§ 15.2-2285 and 15.2-2286, and referring the matter to the Planning Commission with direction to review the existing zoning regulations and prepare such proposed zoning text amendments as the Commission determines appropriate for public hearing and recommendation to the Town Council. Councilmember Fithian seconded the motion. The motion passed unanimously by voice vote.

10. CLOSED SESSION

Vice Mayor Loges moved that the Council convene in closed session to discuss the following as permitted by Virginia Code § 2.2-3711 (A)(8), consultation with legal counsel regarding specific legal matters requiring the provision of legal advice by such counsel relating to the discussion of real property for the Riverwalk. Councilmember Fithian seconded. Motion passed unanimously by voice vote.

The Council went into closed session at 7:28 p.m.

The Council came out of closed session at 7:45 p.m.

Vice Mayor Loges moved to certify that, in the closed session just concluded, nothing was discussed except the matter or matters (1) specifically identified in the motion to convene in closed session and (2) lawfully permitted to be discussed in a closed session under the provisions of the Virginia Freedom of Information Act as cited in that motion. Seconded by Councilmember Fithian The motion passed unanimously by roll call vote.

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

11. ADJOURNMENT

The meeting was adjourned at 7:45 p.m.

Megan Lubash, Town Clerk



TOWN OF OCCOQUAN

TOWN COUNCIL MEETING

Agenda Communication

4. Regular Business	Meeting Date: September 15, 2026
4a. Request to Adopt Ordinance O-2026-06 Amending the Town Code to Impose a Local Cannabis/Marijuana Sales Tax	

Attachments:

- a. Draft Ordinance O-2026-06
- b. Newspaper Publication Notice

Submitted by: Adam C. Linn
Town Manager

Explanation and Summary:

This is a request to adopt Ordinance O-2026-06 adding Town Code § 35.090 entitled Cannabis/Marijuana Tax to impose a local cannabis sales tax of three and one-half percent (3.5%), the maximum rate authorized under Virginia law, on taxable retail cannabis sales occurring within the Town of Occoquan.

Background:

The Virginia General Assembly has enacted legislation establishing a regulatory and taxation structure for retail cannabis sales in the Commonwealth. As part of that framework, local governments are authorized to impose a separate local cannabis sales tax on taxable retail cannabis transactions occurring within their jurisdictions.

Virginia Code § 4.1-1004 provides the specific statutory authority for the local cannabis sales tax and establishes the allowable local tax rate. The statute also addresses administration, collection, distribution, notification, and the effective date of a locally adopted tax.

The proposed ordinance establishes the Town's local cannabis sales tax at 3.5%, which is the maximum rate permitted by Virginia Code § 4.1-1004.

Staff Recommendation: Adopt the ordinance as presented.

Town Attorney Recommendation: Adopt the ordinance as presented.

Proposed/Suggested Motion:

"I move to adopt Ordinance O-2026-06 adding Town Code § 35.090 entitled Cannabis/Marijuana Tax to impose a local cannabis sales tax of three and one-half percent (3.5%) on taxable retail cannabis sales occurring within the Town."

OR

Other action Council deems appropriate.

ORDINANCE # O-2026-06

AN ORDINANCE TO AMEND THE TOWN CODE TO IMPOSE A LOCAL CANNABIS/MARIJUANA SALES TAX

WHEREAS, the Virginia General Assembly has enacted legislation establishing a regulated retail cannabis/marijuana market within the Commonwealth and authorizing and requiring localities to impose an additional local tax upon sales of cannabis/marijuana and cannabis/marijuana products that are taxable pursuant to Virginia Code § 4.1-1004; and

WHEREAS, pursuant to § 4.1-1004, § 15.2-1104, and § 58.1-3005 of the Code of Virginia, 1950, as amended, the Town of Occoquan (the "Town") is authorized to impose a tax on the retail cannabis/marijuana sales within its jurisdictions; and

WHEREAS, Virginia Code § 4.1-1004(B)(1) provides that each locality shall, by ordinance, levy an additional local tax on any sale taxable under subsection A of that section at a rate of not less than one percent (1%) and not greater than three and one-half percent (3.5%); and

WHEREAS, the Town Council finds that imposition of the maximum local cannabis/marijuana sales tax permitted by state law will provide revenue to support municipal services, including public safety, administration, infrastructure, and other services associated with commercial activity within the Town; and

WHEREAS, Virginia Code § 4.1-1004(B) requires the Town to notify the Virginia Cannabis Control Authority and any retail cannabis/marijuana store of the enactment of this ordinance within 30 days.

NOW THEREFORE, BE IT ORDAINED by the Council for the Town of Occoquan, Virginia meeting in regular session this ____ day of _____, 2026:

1. That the Town Council hereby amends the Town Code as follows:

Article 35.09 – CANNABIS/MARIJUANA TAX

Sec. 35.090. Definitions.

For purposes of this Article, unless otherwise expressly provided herein, all words and terms used in this section shall have the meanings assigned to them under Title 4.1 of the Code of Virginia and applicable regulations of the Virginia Cannabis Control Authority.

Sec. 35-091. Levy and Rate.

In addition to all other applicable taxes, there shall be a local sales tax in the amount of three and a half (3.5) percent on any sale taxable under subsection A of § 4.1-1004 of the Code of Virginia, as amended. Such tax shall be collected, remitted, and disposed of in the manner provided by Chapter 10 of Title 4.1 of the Code of Virginia, as amended.

2. That this ordinance is effective on the first day of the second month after its enactment and shall remain effective for at least three years, as provided in Virginia Code § 4.1-1004 (B)(1).

3. That the Town Clerk shall, within thirty days of this ordinance's enactment, notify the Virginia Cannabis Control Authority and any retail marijuana store and microbusiness in the Town of this ordinance's Enactment.

BY ORDER OF THE TOWN COUNCIL

Meeting Date: September 15, 2026
Town Council Meeting
Ord No. O-2026-06

RE: AN ORDINANCE TO AMEND THE TOWN CODE TO IMPOSE A LOCAL CANNABIS/MARIJUANA SALES TAX

MOTION:
SECOND:
ACTION:

Votes:
Ayes:
Nays:
Absent from Vote:
Absent from Meeting:

CERTIFIED COPY _____
Town Clerk

TOWN OF OCCOQUAN, VIRGINIA

PROPOSED CANNABIS/MARIJUANA SALES TAX

Town Council

September 15, 2026 – 7:00 p.m.

Notice is hereby given pursuant to § 15.2-107 of the Code of Virginia, as amended, that the Occoquan Town Council is planning on adopting a new ordinance which would impose a sales tax on the sale of marijuana and marijuana products (Cannabis) in the Town of Occoquan, in accordance with § 4.1-1004 of the Code of Virginia. The proposed ordinance would set the sales tax for Cannabis as follows:

1. The proposed ordinance establishes the Town's local Cannabis sales tax at 3.5%, which is the maximum rate permitted by Virginia Code § 4.1-1004.
2. If adopted, the tax ordinance will take effect on the first day of the second month following enactment, as provided by Virginia law, and the tax rate will remain in effect for at least three years.

The proposed tax rate and ordinance are available for review in Town Hall, 314 Mill Street, Occoquan, Virginia 22125 and online at www.occoquanva.gov. The Town Council meeting is being held on September 15, 2026, at 7:00 p.m. at the Occoquan Town Hall, located at 314 Mill Street, Occoquan, Virginia 22125. The Occoquan Town Hall is an accessible building. If a member of the public wishes to obtain an accommodation for a disability in order to participate in the public hearing, please contact the Town Hall Office Staff to arrange for the accommodation as far in advance as possible.

The Town Council of the Town of Occoquan, Virginia

Run Dates: September 1st, 2026
September 8th, 2026



TOWN OF OCCOQUAN

TOWN COUNCIL MEETING

Agenda Communication

5. Discussion Items	Meeting Date: September 15, 2026
5A: Riverfest 2027 Date Discussion	

Attachments: Historical Weather Comparison
PowerPoint (TBP)

Submitted by: Adam C. Linn
Town Manager

Explanation and Summary:

Town Council is asked to discuss whether the 2027 Riverfest and Craft Show should be moved from its tradition first weekend in Jun, June 5-5, 2027, to the third weekend in May, May 15-16, 2027.

Background:

During the June 16, 2026, Town Council Meeting, staff discussed the possibility of changing the date of the 2027 calendar year Riverfest and Craft Show and advised Town Council would be updated before any changes were made.

The RiverFest and Craft Show has traditionally been held during the first weekend in June. Because the event is conducted primarily outdoors over two days, weather conditions can materially affect attendance, vendor sales, shuttle operations, staffing, emergency medical needs, and the overall experience of visitors and participants.

Staff reviewed historical temperature, rainfall, and heat-index information for the third weekend in May and compared it with the first weekend in June from 2016 through 2026. Local rainfall observations were used wherever available, along with nearby established weather stations for temperature and hourly heat-index calculations. The attached show the summation of the compared information.

Moving the event to May may provide more comfortable temperatures and reduce heat-related risks. The principal weather-related disadvantage is the possibility of cooler conditions. The historical data show only a minimal difference in the frequency of rainfall between the two weekends.

The June event has also conflicted with several other regional events in the area that may have reduced vendors and attendees.

Staff Request: Staff is seeking feedback on changing the date of the 2027 Riverfest & Craft Show.

Occoquan Riverfest Weekend Weather Comparison, 2016–2026

Local rainfall: Lake Mercer gauge. Daily temperature: NOAA Reagan National Airport. Hourly heat index: Davison AAF observations using the NWS formula. Heat alerts: archived NWS advisories/warnings for Occoquan.

Year	May weekend	Avg high °F	Rainfall in.	Rain occurred	NWS Heat Risk	June weekend	Avg high °F	Rainfall in.	Rain occurred	NWS Heat Risk
2016	May 21–22	60.44	1.52	Yes	No	Jun 4–5	83.48	0.67	Yes	Extreme Caution
2017	May 20–21	71.06	0.00	No	No	Jun 3–4	86.54	0.00	No	Caution
2018	May 19–20	80.51	1.16	Yes	Extreme Caution	Jun 2–3	80.51	2.11	Yes	Caution
2019	May 18–19	85.55	0.55	Yes	Caution	Jun 1–2	86.00	0.12	Yes	Extreme Caution
2020	May 16–17	76.01	0.00	No	No	Jun 6–7	86.54	0.00	No	Extreme Caution
2021	May 15–16	76.01	0.00	No	No	Jun 5–6	91.49	0.04	Yes	Extreme Caution
2022	May 21–22	90.50	0.51	Yes	Extreme Caution	Jun 4–5	83.03	0.00	No	Caution
2023	May 20–21	79.97	0.24	Yes	No	Jun 3–4	80.96	0.00	No	Caution
2024	May 18–19	70.43	0.68	Yes	No	Jun 1–2	81.95	0.00	No	Caution
2025	May 17–18	82.58	0.00	No	Caution	Jun 7–8	80.51	0.87	Yes	Caution
2026	May 16–17	86.99	0.00	No	Caution	Jun 6–7	92.48	0.00	No	Extreme Caution

Rainfall is the sum of the Saturday and Sunday calendar-day totals at Lake Mercer (LMRV2), a local hydrological gauge about 4 miles north of Occoquan.

Days high >85°F counts weekend days when the reported daily maximum temperature was strictly greater than 85°F. Maximum hourly heat index uses Davison AAF observations and the NWS formula.

* Lake Mercer did not report May 20–21, 2017; those rainfall cells use CoCoRaHS Woodbridge 5.9 NW. Heat-warning columns include Excessive Heat Warnings (2016–2024) and Extreme Heat Warnings (2025 onward).

Source URL

IEM Lake Mercer st: https://mesonet.agron.iastate.edu/sites/site.php?network=VA_DCP&station=LMRV2

IEM daily rainfall dc: https://mesonet.agron.iastate.edu/cgi-bin/request/daily.py?sts=2016-05-01&ets=2026-06-09&network=VA_DCP&stations=LMRV2&var=precip_in&format=csv

CoCoRaHS fallbac: <https://dex.cocorahs.org/stations/VA-PW-10/obs-tables>

NOAA GHCN-Daily: <https://www.ncdc.noaa.gov/pub/data/ghcn/daily/all/USW00013743.dly>

IEM Davison AAF hc: <https://mesonet.agron.iastate.edu/request/download.phtml>

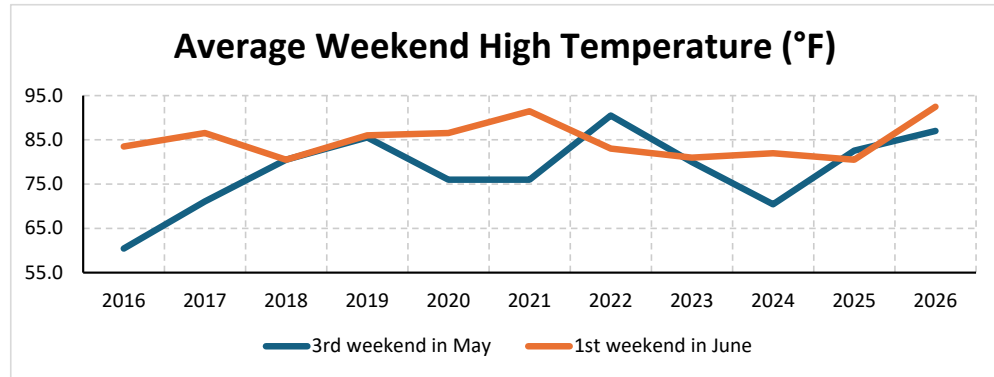
NWS heat-index for: <https://www.weather.gov/ama/heatindex>

NWS heat-alert arc: <https://mesonet.agron.iastate.edu/vtec/search.php>

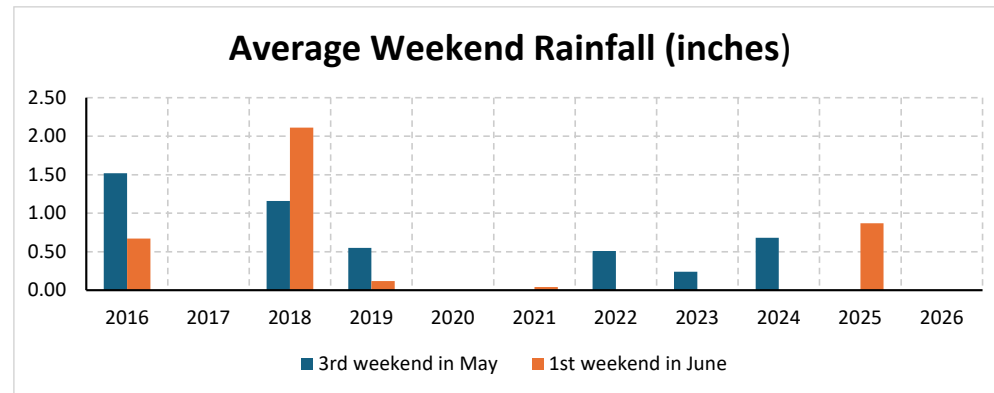
NOAA station docu: <https://www.ncdc.noaa.gov/products/land-based-station/global-historical-climatology-network-daily>

Riverfest Event Weekend Weather — Local Comparison

Year	Average Temperature	
	3rd weekend in May	1st weekend in June
2016	60.4	83.5
2017	71.1	86.5
2018	80.5	80.5
2019	85.6	86.0
2020	76.0	86.5
2021	76.0	91.5
2022	90.5	83.0
2023	80.0	81.0
2024	70.4	82.0
2025	82.6	80.5
2026	87.0	92.5
Average Temperature	78.2	84.9

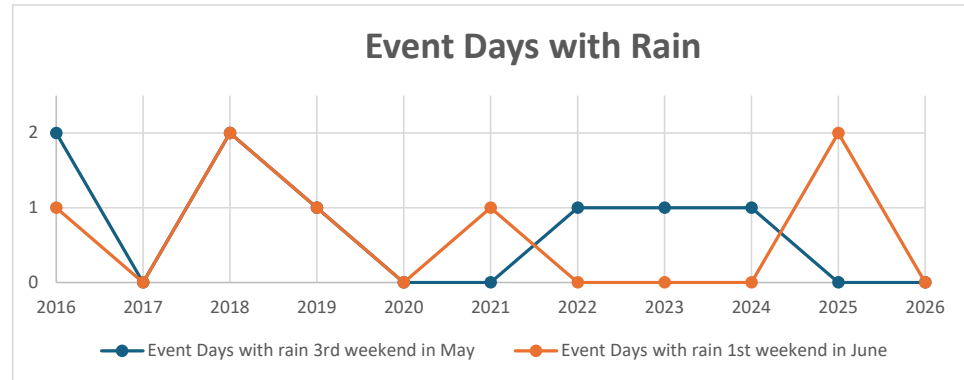


Year	Average Rainfall	
	3rd weekend in May	1st weekend in June
2016	1.52	0.67
2017	0.00	0.00
2018	1.16	2.11
2019	0.55	0.12
2020	0.00	0.00
2021	0.00	0.04
2022	0.51	0.00
2023	0.24	0.00
2024	0.68	0.00
2025	0.00	0.87
2026	0.00	0.00
Average Rainfall	0.4	0.3



Riverfest Event Weekend Weather — Local Comparison

Year	Event Days with rain	
	3rd weekend in May	1st weekend in June
2016	2	1
2017	0	0
2018	2	2
2019	1	1
2020	0	0
2021	0	1
2022	1	0
2023	1	0
2024	1	0
2025	0	2
2026	0	0
Total Days		7



Year	Event Days in excess of 85 degrees	
	3rd weekend in May	1st weekend in June
2016	0	0
2017	0	2
2018	1	1
2019	1	1
2020	0	1
2021	0	2
2022	2	1
2023	0	1
2024	0	0
2025	0	1
2026	1	2
Total Days		12

