OCCOQUAN TOWN COUNCIL

Meeting Minutes
Town Hall – 314 Mill Street, Occoquan, VA 22125
Tuesday, October 20, 2026
7:00 p.m.

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

Absent: None

Staff: Adam Linn, Town Manager / Chief of Police; Megan Lubash, Town Clerk/ Assistant Town Manager; Jason Forman, Deputy Chief of Police/ Assistant Town Manager; Kristin Shaw, Town Treasurer; Tammy Hassett, Events Director

1. CALL TO ORDER

Mayor Porta called the meeting to order at 7:01 p.m.

2. PLEDGE OF ALLEGIANCE

3. CITIZEN'S TIME

No one spoke at Citizen's Time

4. PUBLIC HEARING

a. Local Cannabis/Marijuana Sales Tax

Mayor Porta noted that this is a Public Hearing on a new Town tax. The purpose of the Public Hearing is to hear from interested members of the community about the advisability of making proposed local cannabis/ Marijuana tax.

Mayor Porta opened the public hearing for the Town Council at 7:02 p.m.

Mayor Porta invited the public to speak.

No one spoke at the public hearing.

Councilmember Perkins moved to close the Public Hearing at 7:02 p.m. Councilmember Love seconded. Motion passed unanimously by voice vote.

5. CONSENT AGENDA

a. Request to Accept the September 15, 2026, Town Council Meeting Minutes

The Request to Accept the September 15, 2026, Town Council Meeting Minutes were removed from the consent agenda for modification. The modification was to move Councilmember

Perkins from absent to present.

Councilmember Fithian moved to Approve the September 15, 2026, Meeting Minutes as amended. Vice Mayor Loges seconded. Motion passed unanimously by voice vote.

b. Request to Approve Resolution of Appreciation to Jennifer Shown for her Service on the Architectural Review Board

Councilmember Daubresse moved to Approve the Resolution of Appreciation to Jennifer Shown for her service on the Architectural Review Board. Councilmember Fithian seconded. Motion passed unanimously by roll call vote.
Ayes: Vice Mayor Loges, Councilmember Daubresse, Councilmember Love, Councilmember Fithian, and Councilmember Perkins
Nayes: None

6. MAYOR'S REPORT

Mayor Porta reported the following:

- On September 9th, he participated in the Occoquan PD planning meeting.
- On September 11th, he emceed Trivia Night in River Mill Park.
- On September 18th, he participated in the VFW POW/MIA Ceremony in Mamie Davis Park.
- On September 21st, he went to the showing of RV There Yet, which featured Occoquan.
- On September 22nd, he participated in a strategic input session for NOVA Parks Strategic Plan.
- On September 23rd, he attended the town volunteer meeting for the Fall Arts & Crafts Show.
- On September 27th, he volunteered at the Fall Arts & Crafts Show and emceed the Road to Yorktown marker dedication.
- On September 28th, he participated in the Summit Service Project meeting with the town manager.
- On September 29th, he attended and spoke at the ribbon cutting for the new occoquan Elementary School.
- On October 1st, he participated in a Chamber of Commerce Panel of mayors.
- On October 7th, he participated as a judge in the PWC Poet Laureate selection.
- On October 9th, he emceed the largest trivia night of the year and the last of the season.
- On October 10th, he gave a town history tour to the 1976 class of Woodbridge High School as part of their 50th anniversary celebration.

- On October 15th, he gave a town history tour to two AARP groups who come every October.
- On October 15th, he attended the Good Scout Awards dinner.
- On October 17th, he attended the ribbon cutting for Hidden Gem.

7. COUNCILMEMBERS' REPORTS

Councilmember Perkins reported that on October 5th, he met with the Occoquan Elementary Outdoor Classroom Lead. On October 12th, he met with Amalita Deen, the head of Prince William County Schools Outdoor Classrooms Initiative.

Councilmember Love reported that on September 27th, he attended the Road to Yorktown marker dedication. On October 6th, he participated with Visit Occoquan meeting. On October 9th, he participated in the Potomac Watershed roundtable.

Vice Mayor Loges reported that she attended the POW/MIA Ceremony in Mamie Davis Park.

Councilmember Fithian reported that she attended the ribbon cutting at the Hidden Gem.

8. COMMISSION & BOARD REPORTS

Ms. Lubash reported that the Architectural Review Board met on September 22nd and there were two applications on the agenda. One application was approved, and the other application was deferred until the next meeting so that photos and samples could be provided.

Councilmember Perkins reported that the Planning Commission met on September 22nd to discuss the Council's direction to complete a review of the zoning chapter of the code and propose zoning text amendments in response. He also noted that he resigned as the Chair of the Planning Commission.

9. ADMINISTRTAIVE REPORTS

a. Administrative Report

Prior to reviewing the Administrative Report, Mayor Porta requested that staff contact Kevin Sills on the Mill at Occoquan Project to discuss the possibility of him providing holiday lights and wreaths for installation along the construction fence line and the buildings to be torn down. Mayor Porta noted that with the buildings no longer occupied by businesses, this area of Town remains dark during the holiday season, and the decorations would help enhance the festive atmosphere.

Mayor Porta also noted that the Town's donated Menorah was significantly damaged last year and suggested seeking donations to fund a replacement. He directed staff to identify an appropriate location for the placement of any holiday displays such as the

donated Menorah in an area that would be less subject to the elements and be better secured.

Mr. Linn added to his report that tomorrow there is a ribbon cutting for Pilates by Cynthia. He also noted that the Union Street Ellicott Street ADA repairs are almost completed. All that is left is to paint a section of curb next to town hall yellow. He noted that he was voted as Vice Chair of the Rappahannock Regional Criminal Justice Academy Board's Executive Committee.

Mayor Porta inquired whether staff anticipated receiving the geotechnical report for the Riverwalk Extension Project by the end of the month.

Mr. Linn confirmed that the report was expected to be received within the week.

Mayor Porta then noted that the arborist recommended treating the roots of the magnolia tree adjacent to the retaining wall at the intersection of Washington Street and Commerce Street at least one year before undertaking any improvements.

Mr. Linn confirmed that staff has requested that the arborist return to perform the recommended root treatment.

Vice Mayor Loges asked for an update on the Edgehill Drive water issue.

Mr. Linn replied that he had spoken with VDOT and it's on their list to come back out to trench a larger French drain to direct the water but that he agreed it would not be completed but the original September/October timeframe.

Councilmember Fithian noted tall weed and grass violations along Center Lane.

In response, Ms. Lubash replied that a complaint was submitted yesterday and will be going through the violation review process.

Councilmember Love noted that the roof repairs to the Mill House Museum are finished. He noted that the President of the Occoquan Historical Society will be meeting with staff on replacing the windows on the museum. He also noted the great job of staff staining the riverwalk.

Mayor Porta noted that he had received a complaint that the bricks in front of Man Overboard were lose and requested staff to check on the brick sidewalk repair.

b. Town Treasurer's Report

Treasurer Shaw provided a written report as part of the agenda packet and responded to questions regarding the Treasurers' report. She noted that the FY2026 audit was submitted and are waiting for the auditors for any follow ups.

Vice Mayor Loges asked if the auditors have acknowledged when their field week will be.

Ms. Shaw replied there has been no time frame given when asked.

Mr. Linn added that one of the responses to the treasurer when asking for an update was in his opinion inappropriate.

Vice Mayor Loges noted she would like it to be known to the auditors that the town council is asking about the audit and would like an answer on the time frame for completion.

Mayor Porta noted that there were no meals taxes delinquencies and that they are equal to last year's numbers.

Vice Mayor Loges asked on the insurance line if that is all of the upfront lump sum amount.

In response, Mr. Linn replied that is correct and indicated that believed we were also waiting on a refund from a workers' compensation audit.

c. Town Attorney Report

Town Attorney Crim provided a report as part of the agenda packet.

Vice Mayor Loges asked if the issue of any impact on the Faith in Housing law been raised.

Mr. Linn replied he has not been advised of any and noted that Mr. Crim is currently reviewing the subject.

10. REGULAR ITEMS

a. Request to Adopt Ordinance O-2026-06 Amending the Town Code to Impose a Local Cannabis/Marijuana Sales Tax

Vice Mayor Loges moved 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. Councilmember Perkins seconded. Vote passed unanimously by roll call vote.
Ayes: Vice Mayor Loges, Councilmember Perkins, Councilmember Fithian and Councilmember Love
Nays: Councilmember Daubresse

Vice Mayor Loges noted that this isn't a punitive tax and that there are costs to the town that are associated with these types of businesses.

11. DISCUSSION ITEMS

a. Visit Occoquan Quarterly Business

Visit Occoquan's Executive Director Sarah Burzio presented the quarterly report to council.

Ms. Burzio noted that during the first quarter of FY2027, events included the Fall Arts & Crafts Show, as well as Trivia Nights. It was noted that there were not enough ad sales to cover the costs of the Visitor Guides due to printing cost increases.

The Event Director Tammy Hassett noted that at the next council meeting the Fall Arts & Crafts Show report will be provided.

b. Web Content Accessibility Discussion

Ms. Lubash noted that the deadline for compliance with the federal Web Content Accessibility Guidelines (WCAG) 2.1, Level AA, had been extended to April 2028. She reported meeting with Fairfax County's web accessibility team and representatives from the City of Fairfax to discuss their approaches to meeting the requirements.

Vice Mayor Loges added that website accessibility is also a significant issue in the business community, where businesses face potential litigation for failing to meet accessibility standards.

Councilmember Daubresse asked if there is a timeframe for implementing the changes.

In response, Mr. Linn replied that funding would be needed in the budget for the next fiscal year and staff are currently looking at the cost as part of the budget process.

c. Occoquan Watershed Salinity Discussion

Mr. Linn provided an update on the Town's research into freshwater salinization, as outlined in the agenda packet, including discussions with VDOT and Fairfax Water. He noted that freshwater salinization is a regional issue, making it difficult for the Town to have a significant impact independently, particularly given its location downstream from the reservoir. He also explained that Fairfax Water does not currently have the capability to remove salt introduced into waterways through winter deicing operations and wastewater.

Council discussed alternative deicing methods for Town-owned streets, the benefits of pretreatment in reducing rock salt usage, and opportunities to educate private property owners and homeowners associations (HOAs) about the environmental impacts of road salt.

Mr. Linn added that the Town currently uses deicing materials that do not contain sodium or chloride; however, their application is limited to the relatively small number of streets maintained by the Town.

12. 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)(11), Discussion or consideration of honorary degrees or special awards. Councilmember Perkins seconded. Motion passed unanimously by voice vote.

The Council went into closed session at 8:44 p.m.

The Council came out of closed session at 9:00 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 Love, Councilmember Fithian, Councilmember Daubresse, and Councilmember Perkins

Nays: None

13. ADJOURNMENT

The meeting was adjourned at 9:01 p.m.



Philip Auville, Acting Town Clerk