

# Town Council Actions: January 2, 2018

The following items are extracts of recent Town Council actions and are not official meeting minutes. The most recent approved Town Council minutes and agendas are available online at [www.occoquanva.gov](http://www.occoquanva.gov). All votes are unanimous unless noted otherwise.

- Approved Revised Development Fee Schedule
- Approved After-the-Fact of Repairs to Secondary Police Cruiser in the amount of \$1,231.30

## FY2019 Budget Calendar

<b>January 16, 2018:</b> Budget Work Session	<b>April 3, 2018:</b> Public Hearing on Proposed FY2019 Budget
<b>February 20, 2018:</b> Budget Work Session	<b>April 24, 2018:</b> Public Hearing on Proposed FY2019 Tax Rates
<b>March 6, 2018:</b> Budget Work Session	<b>May 1, 2018:</b> Adoption of FY2019 Budget and Tax Rates

The FY 2019 Budget will be effective from July 1, 2018 through June 30, 2019. The budget guides the town's daily activities, as well as larger capital improvement projects over the next year. The public is encouraged to attend work sessions, as well as provide feedback and comments during the public hearings. All meetings are held at Town Hall, 314 Mill Street, beginning at 7 p.m. Budget work session presentations, and once finalized, the proposed budget, are available online at [www.occoquanva.gov](http://www.occoquanva.gov).

## OCCOQUAN NEWSLETTER

[WWW.OCCOQUANVA.GOV](http://WWW.OCCOQUANVA.GOV) • [INFO@OCCOQUANVA.GOV](mailto:INFO@OCCOQUANVA.GOV)

### TOWN OF OCCOQUAN

314 Mill Street  
P.O. Box 195  
Occoquan, VA 22125

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# OCCOQUAN NEWSLETTER

VOLUME XXV, ISSUE II

(703) 491-1918

FEBRUARY 2018

### TOWN COUNCIL

Elizabeth A.C. Quist, Mayor  
Patrick A. Sivigny, Vice Mayor  
J. Matthew Dawson  
Jim Drakes  
Cindy Fithian  
Joseph McGuire



### TOWN HALL STAFF

Kirstyn Jovanovich, Town Manager  
Adam Linn, Chief of Police  
Carla Rodriguez, Treasurer  
Chris Coon, Town Clerk  
Bucky Brill, Maintenance Supervisor  
Julie Little, Events Director  
Pam Holbert, Administrative Asst.

## Mayor's Letter

Congratulations to the Town Council, Staff and Budget Committee for being awarded the Government Finance Officers Association (GFOA) Distinguished Budget Presentation Award for the third year in a row! This is the highest form of national recognition in government budgeting and recognizes our efforts in creating a document which excels in communicating our policies, operations and financial plans to the public.

The FY19 budget process is now underway, and Council again invites the you to attend and provide feedback over the course of its development. Public comment is heard at the start of each regular meeting (first Tuesday of each month), as well as during public hearings. Work sessions are when Council discusses the various major sections of the budget in detail (General Fund, Craft Show Fund, Mamie Davis Fund, and Capital Improvement Program) without citizen input, and are held on the third Tuesday of each month. The complete schedule for all meetings can be found on our website.

I would like to take a moment to remind you of the relationship between the Occoquan and Prince William County police departments. The most important thing to remember, as always, is that if you are experiencing an emergency, **dial 911**. Please do not call Town Hall or call the Occoquan Chief of Police directly; contact the emergency dispatcher of Prince William County by dialing **911**. The dispatcher will always deploy the closest available officer, which may or may not be an Occoquan Police Officer.

For non-emergency situations (more information available at [www.pwcgov.org/policereport](http://www.pwcgov.org/policereport)), you have the option of dialing Prince William County's non-emergency number (703) 792-6500 or filing a report online. The best course of action is always to contact Prince William County for any police assistance, regardless of whether it is considered an emergency. This assures you of getting the fastest response from the nearest available officer.

Finally, as we continue to experience large amounts of vehicular traffic through our narrow, largely residential system of streets, both within and outside of the historic district, I'd like to remind everyone of the rules governing crosswalks. Pedestrians have the right of way once they have entered a crosswalk. However, before entering the crosswalk, pedestrians must ensure that no cars are in sight, or else yield to them. Walk safely in Occoquan!

*Elizabeth A.C. Quist*

## Tax Relief Programs for Elderly and Disabled Persons

Senior citizens and disabled persons who meet certain criteria may be granted relief from all or part of real estate and personal property taxes. Tax Relief is granted on an annual basis and a renewal application must be filed each year by April 15th.

Application forms for these programs are available at the PWC Real Estate Assessments Office or by mail. You may also request an application form by calling (703) 792-6780 or visiting [www.pwcgov.org](http://www.pwcgov.org).



## Accepting Applications for 2018 Occoquan Arts and Crafts Shows! Volunteers Needed

**Spring: Saturday, June 2 & Sunday, June 3, 2018**

**Fall: Saturday, September 29 & Sunday, September 30, 2018**

In-town businesses wishing to participate in the Arts and Crafts Show receive the special discounted price of \$100 for a 10'X10' booth space. Apply before the deadline (May 1, 2018 for Spring Show) and (August 1, 2018 for Fall Show) to receive a specific space in front of or near your storefront. Applications available at Town Hall or downloadable here: [www.occoquanva.gov/vendor-registration.html](http://www.occoquanva.gov/vendor-registration.html).

### **VOLUNTEERS NEEDED**

Interested in giving back to the community? Consider volunteering your time and talents to the Town's Arts and Crafts Show. This two-day event draws thousands of people to town and is successful due to the support of our businesses and volunteers! If you're interested in volunteering for the Arts and Crafts Show, call (703) 491-2168, email [jlittle@occoquanva.gov](mailto:jlittle@occoquanva.gov), or stop by Town Hall to sign up.

## Trash and Recycling Collection Reminders

Please place refuse to the curb **no earlier than 4 pm** on Tuesdays, but **before 7 am on Wednesdays**, and remove your containers as quickly as possible after collection. Ensure there is a pedestrian path available at all times by not blocking public sidewalks and rights of way with refuse containers. **Do not place household refuse in/next to Town-owned trash receptacles.**

# February 2018

## Town Meetings and Events

*(All meetings are held at Town Hall, 314 Mill Street, unless otherwise noted.)*

**February 6: Town Council Meeting**  
7:00 p.m., Regular Meeting

**February 10: 5th Annual Occoquan Chocolate Walk**, 11 am – 4 pm, Historic District

**February 13: Planning Commission**  
7:00 pm, Town Hall  
**Architectural Review Board**  
7:30 pm, Town Hall

**February 15: Real Estate Tax Due**

**February 19: Presidents' Day**  
Town Hall Closed

**February 20: Town Council Meeting**  
7:00 p.m., Work Session

**February 20: January 2018 Meals Tax and Transient Occupancy Tax Due**

## Business License Renewals and BPOL Due March 1

The 2018 Business and Professional Occupational License (BPOL) renewals are due no later than March 1, 2018. Renewal notices will be sent during the first week in February to businesses currently holding a license with the Town. A penalty of 10% may be added if your *application* is received after March 31, and/or a 10% penalty will be added if you *payment* is received after May 31, 2018.

The business license fee is based on gross receipts for calendar year 2017. Tax rates are listed on the application, with a minimum tax of \$30.

Businesses operating out of homes within Occoquan are also required to obtain a business license and pay BPOL to the Town. For question, please contact the Town Clerk at (703) 491-1918 or visit [www.occoquanva.gov](http://www.occoquanva.gov) for more information.

## Reminder: Town Real Estate Taxes Due February 15

The 2017 Real Estate Taxes are due on February 15, 2018. If not paid by the due date, an 8% penalty will be assessed. Additionally, a 10% per annum interest charge begins to accrue on March 15, 2018. If you have questions regarding your taxes and pay out of escrow, please contact your mortgage company. If you do not utilize a mortgage company for escrow, please remit payment directly to the Town of Occoquan.