



OCCOQUAN TOWN COUNCIL
Work Session Minutes
Town Hall – 314 Mill Street, Occoquan, VA 22125
Tuesday, June 16, 2020
Upon Completion of Budget Public Hearing

Present: Mayor Earnie Porta; Vice Mayor Pat Sivigny; Councilmembers Matthew Dawson, Laurie Holloway and Eliot Perkins

Absent: Councilmember Cindy Fithian

Staff: Kathleen Dellinger, Town Treasurer; Adam Linn, Chief of Police; Jason Forman, Town Sergeant; Julie Little, Events and Community Development Director; Katy Nicholson, Town Clerk

1. CALL TO ORDER

Mayor Porta called the meeting to order at 7:06 p.m.

2. REGULAR BUSINESS

a. Motion to Adopt and Appropriate Fiscal Year 2021 Budget and Tax Rates

Motion to set the Real Estate Tax Rate at \$0.12 per \$100 of assessed valuation for the Fiscal Year 2021 beginning July 1, 2020.

Moved by Councilmember Perkins; seconded by Councilmember Dawson.

Ayes: Councilmember Perkins, Councilmember Dawson, Vice Mayor Sivigny and Councilmember Holloway, by roll call vote.

Nays: None.

Motion to set the Meals Tax Rate at three (3) percent for the Fiscal Year 2021 beginning July 1, 2020.

Moved by Councilmember Perkins; seconded by Councilmember Dawson.

Ayes: Councilmember Perkins, Councilmember Dawson, Vice Mayor Sivigny and Councilmember Holloway, by roll call vote.

Nays: None.

Motion to set the Transient Tax Rate at two (2) percent for the Fiscal Year 2021 beginning July 1, 2020.

Moved by Councilmember Perkins; seconded by Councilmember Dawson.

Ayes: Councilmember Perkins, Councilmember Dawson, Vice Mayor Sivigny and Councilmember Holloway, by roll call vote.

Nays: None.

Motion to adopt the Fiscal Year 2021 General Fund budget beginning July 1, 2020, as presented in the amount of \$969,831, and appropriate the funds for the expenditures shown in the budget.

Moved by Vice Mayor Sivigny; seconded by Councilmember Holloway.

Ayes: Councilmember Perkins, Councilmember Dawson, Vice Mayor Sivigny and Councilmember Holloway, by roll call vote.

Nays: None.

Motion to adopt the Fiscal Year 2021 Capital Improvement Plan budget beginning July 1, 2020, as presented in the amount of \$165,896 in expenditures and \$19,411 in revenues, and appropriate the funds for the expenditures shown in the budget.

Moved by Councilmember Holloway; seconded by Councilmember Perkins.

Ayes: Councilmember Perkins, Councilmember Dawson, Vice Mayor Sivigny and Councilmember Holloway, by roll call vote.

Nays: None.

Motion to adopt the Fiscal Year 2021 Mamie Davis Fund budget beginning July 1, 2020, as presented in the amount of \$1,200 in revenue, as shown in the budget.

Moved by Councilmember Dawson; seconded by Councilmember Holloway.

Ayes: Councilmember Perkins, Councilmember Dawson, Vice Mayor Sivigny and Councilmember Holloway, by roll call vote.

Nays: None.

Motion to adopt the Fiscal Year 2021 Craft Show Fund budget beginning July 1, 2020, as presented in the amount of \$156,552 in expenditures and \$225,100 in revenues, and appropriate the funds for the expenditures shown in the budget.

Moved by Councilmember Perkins; seconded by Councilmember Holloway.

Ayes: Councilmember Perkins, Councilmember Dawson, Vice Mayor Sivigny and Councilmember Holloway, by roll call vote.

Nays: None.

Mayor Porta explained that Ms. Little had met with Town business owners and was working with the Town Attorney regarding the microgrant program. He noted several key points for Council to consider, adding that if Council was in agreement, he and staff would continue the administrative work required to roll out the program.

- The funding would be disbursed by the Occoquan Merchants' Guild, as Mr. Crim had advised that the Town could not legally distribute the funds directly.
- Town staff would determine which businesses were eligible for the program.
- Staff recommended that the microgrant funding be distributed equally among eligible businesses that submitted applications.
- The application period would be approximately five days long, beginning after the Town received its Coronavirus Aid, Relief, and Economic Security Act funding from Prince William County. Information would be printed in the Town newsletter and staff would conduct additional outreach to Town businesses.
- Nonprofits like the Veterans of Foreign Wars would be eligible for the microgrant program.

Mayor Porta presented out-going Vice Mayor Sivigny and Councilmember Dawson with plaques commemorating their service to the Town. He commended Councilmember Dawson's calm counsel and sense of humor, and Vice Mayor Sivigny's respectfulness and empathy.

3. Closed Session

Motion to convene in closed session to discuss, as permitted by the Virginia Code Section 2.2-3711(A)(1), a matter involving personnel matters involving all Town staff.

Moved by Vice Mayor Sivigny; seconded by Councilmember Holloway.
Motion **passed** unanimously by voice vote.

Closed session began at 7:18 p.m.

Closed session ended at 7:36 p.m.

Motion 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 under the provisions of the Virginia Freedom of Information Act cited in that motion.

Moved by Vice Mayor Sivigny; seconded by Councilmember Dawson.

Ayes: Vice Mayor Sivigny, Councilmember Dawson, Councilmember Holloway and Councilmember Perkins, by roll call vote.

Nays: None.

4. ADJOURNMENT

The meeting was adjourned at 7:37 p.m.

Kathryn Nicholson

Katy Nicholson
Town Clerk