



OCCOQUAN TOWN COUNCIL

Meeting Minutes

Town Hall - 314 Mill Street, Occoquan, VA 22125

Tuesday, March 21, 2023

7:00 p.m.

Present: Mayor Earnie Porta; Vice Mayor Jenn Loges; Councilmembers Nancy Freeborne Brinton, Theo Daubresse, Cindy Fithian, and Eliot Perkins

Absent: None

Staff: Adam Linn, Town Manager / Chief of Police; Philip Auville, Town Clerk; Matt Whitmoyer, Management Fellow; Julie Little, Events Director; Manuel Casillas, Town Treasurer

1. CALL TO ORDER

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

2. CONSENT AGENDA

a. March 7, 2023, Meeting Minutes

The minutes of the meeting of March 7, 2023, were removed from the consent agenda to consider a modification related to the voting for the closed session.

b. Request to Adopt PWC Solid Waste Management Plan

Councilmember Perkins moved approval of the Consent Agenda. Vice Mayor Loges seconded. Motion passed unanimously by voice vote.

3. REGULAR BUSINESS

a. Request to Approve March 7, 2023 Meeting Minutes

Councilmember Fithian requested that the minutes be changed to reflect that she did not vote on or attend the closed session since she had left earlier due to illness which was reflected in the Minutes.

Councilmember Fithian moved approval of the minutes as amended. Councilmember Daubresse seconded. Motion passed unanimously by voice vote.

b. Request to Appropriate Funds for Fiscal Year 2023 to Establish a Water Quality Testing Program with the Potomac RiverKeeper Network

Vice Mayor Loges asked if the funds were coming from the current budget and if this is coming out of surplus funds. Mr. Linn replied that the funds are going to come from the current FY2023 budget and that it is going to be used from a projected surplus in the budget.

Councilmember Perkins moved to adopt the attached draft ordinances as presented. Councilmember Fithian seconded. Motion passed unanimously by voice vote.

Mayor Porta thanked Town Staff for the submission of the Community Project Funding application to

Congresswoman Spanberger's Office, as well as working over the weekend to get local letters of support from Town HOAs and Fairfax Water Authority.

4. Work Session Items

a. Town Gateways Discussion

Mr. Whitmoyer provided a presentation and briefed the Town Council on the updates and progress of the town gateway project. Town Council had several questions, suggestions, and comments to which Mr. Whitmoyer and Mr. Linn responded. Town Staff noted changes to the proposed Corporate Limits signs, a request to include hardscaping, and a request to review the current parking location signs for possible changes to make them more visible. Town Staff was further directed to provide Town Council with updated views of the softscape and hardscape of each entrance at a future Council Meeting.

b. EV Charger Discussion

Mr. Whitmoyer provided a presentation and briefed the Town Council on a grant project Town Staff had been working on involving the Mid-Atlantic Electrification Partnership (MAEP) to install EV chargers in Town. Town Council approved the idea of installing EV Chargers in Town. Staff was then directed to clarify some agreement terms and seek additional EV Charging companies for comparison and further consideration.

c. Strategic Framework Discussion

Mr. Whitmoyer provided a brief presentation to the Town Council on the status of the SLFRF Spending Plan and summary of the Town Council's last discussion relating to status of each plan.

Mr. Linn reviewed the Town Council Priorities as well as the Capital Improvement Tiers of the Strategic Framework prepared by Mayor Porta and discussed by the Town Council at the March 7th meeting.

The tier structure for the Strategic Framework included:

- Tier 1 - Priorities that are typically more complex, require a longer time frame, and are higher cost.
- Tier 2 - Priorities that are less complex, can be completed in a shorter time frame, and are generally lower in cost than Tier 1.
- Tier 3 - Continuation of priority items and those items that are deemed important but are not designated Tier 1 or Tier 2.

Mayor Porta then began a discussion regarding the purpose of the Capital Improvement Tiers as well as Operational Tiers within the Strategic Framework. Mayor Porta requested council member input on projects and/or tasks to be included into the Strategic Framework Tiers. Each Councilmember provided input.

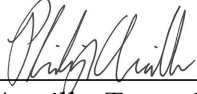
After discussion, the Town Council directed staff to provide a summary of the Strategic Framework Tiers for both Capital Improvements and Operational Tiers for review during future Council Meetings.

d. FY 2024 Budget Work Session

Mr. Linn provided a presentation and responded to questions from the Town Council on the proposed FY2024 budget covering the Events Fund, Capital Improvements Program, and General Fund. Town Council advised that a 3rd Budget Work Session would occur on April 4, 2023. At that meeting the Town Council will determine the tax rates and budget that will be advertised for a subsequent public hearing and vote.

5. ADJOURNMENT

The meeting was adjourned at 9:54 p.m.



Philip Auville, Town Clerk