



# OCCOQUAN TOWN COUNCIL

## Meeting Minutes

Town Hall - 314 Mill Street, Occoquan, VA 22125

Tuesday, July 18, 2023

7:00 p.m.

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

**Absent:** Vice Mayor Loges

**Staff:** Adam Linn, Town Manager / Chief of Police; Matt Whitmoyer, Deputy Town Manager; Philip Auville, Town Clerk; Julie Little, Events Director; Jason Forman, Deputy Chief of Police; Martin Crim, Town Attorney (remote); Sara Fila, Town Zoning Administrator (remote)

### 1. CALL TO ORDER

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

### 2. PLEDGE OF ALLEGIANCE

### 3. CITIZENS' TIME

Town resident, Darryl Hawkins, spoke on the mural contest to paint the retaining wall at the intersection of Route 123 and Commerce Street.

### 4. PUBLIC HEARING

#### a. Public Hearing on Request to Vacate Parking Easement at the Townes of Occoquan Mill

Mayor Porta opened the public hearing at 7:33 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 7:34 p.m. Councilmember Fithian seconded. Motion passed unanimously by voice vote.

Mayor Porta asked for unanimous consent to move up on the agenda the request to vacate parking easement at the Townes of Occoquan Mills and designation of parking spaces to lot 19. There being no objection, the item was moved up on the agenda.

### 5. REGULAR BUSINESS

#### a. Request to Vacate Parking Easement at the Townes of Occoquan Mill and designation of Parking Spaces to Lot 19

Councilmember Perkins moved that the Town vacate the parking easement granted to the Town of Occoquan in the Deed of dedication, Subdivision, Easement and Conveyance, dated May 28, 1987, as set forth in the draft Deed of Vacation of Easement, with the costs related to be paid by

**the Townes of Occoquan Mill Homeowners' Association. Councilmember Fithian seconded. Motion passed unanimously by roll call vote.**

**Ayes:** Councilmember Fithian, Councilmember Daubresse, Councilmember Freeborne Brinton, Councilmember Perkins

**Nays:** None

Mayor Porta asked for unanimous consent to move up on the agenda the request to adopt an ordinance to amend sections 78.03 and 78.04 of the Town Code relating to shared mobility systems. There being no objection, the item was moved up on the agenda.

**b. Request to Adopt an Ordinance to Amend Sections 78.03 and 78.04 of the Town Code Relating to Shared Mobility Systems**

**Councilmember Freeborne Brinton moved to adopt Ordinance O-2023-13 to amend Sections 78.03 and 78.04 of the Town Code as presented. Councilmember Perkins seconded. Motion passed unanimously by roll call vote.**

**Ayes:** Councilmember Fithian, Councilmember Daubresse, Councilmember Freeborne Brinton, Councilmember Perkins

**Nays:** None

Councilmember Fithian asked if the shared mobility devices will be allowed in River Mill Park.

Mr. Linn responded that shared mobility devices would be prohibited from River Mill Park, since all rolling devices except wheelchairs are prohibited within Town parks as posted at the entrances to the parks.

Mayor Porta asked for unanimous consent to move up on the agenda the Mural Finalists' Presentations. There being no objection, the item was moved up on the agenda.

## **6. PRESENTATIONS**

Mr. Whitmoyer noted that at the April 18<sup>th</sup> Town Council Meeting, Council gave guidance to Town staff to create a mural contest that would cover the retaining wall at the intersection of Route 123 and Commerce Street. On June 29<sup>th</sup>, an award committee met to review all submissions. Based on the review, the award committee recommended three submissions for final consideration by the Town Council.

The three mural finalists, Richard Moore, Alethea Robinson, and Lyton Scarbrough, presented their mural designs and responded to questions from the Town Council.

After discussion, the Council unanimously agreed to hold off on a motion to select the mural artist until further discussion.

## **7. CONSENT AGENDA**

**a. June 20, 2023, Meeting Minutes**

**b. Request to Reappropriate CIP Funds to Purchase Storage Enclosure**

**Councilmember Perkins moved to approve the Consent Agenda. Councilmember Freeborne Brinton seconded. Motion passed unanimously by voice vote.**

## **8. MAYOR'S REPORT**

Mayor Porta reported the following:

- On June 7<sup>th</sup>, he met with the Town Manager and attorneys at Vanderpool, Fostick, and Nishanian about prosecutor services.
- On June 9<sup>th</sup>, he attended the Celebration of Life event for the late Patrick King, the town's former website contractor.
- On June 11<sup>th</sup>, he went to the memorial service for the late Cathy Campbell, who owned the store Details in town.
- On June 12<sup>th</sup>, he gave a Zoom talk to the Northern Virginia Cemetery Consortium.
- On June 13<sup>th</sup>, he participated in the PWC 250<sup>th</sup> Anniversary of the American Revolution committee meeting.
- On June 14<sup>th</sup>, he served on a panel on Mapping Biking/Walkability at the 2023 Vision Zero Summit.
- On June 16<sup>th</sup>, he gave a history story of the town for the County Office of Historic Preservation's Historic Towns Tour program.
- On June 20<sup>th</sup>, he spent the day with Darley Newman and her crew of the "Travels with Darley" television show, showing her around town.

Mayor Porta reported on the passing of the former Town Police Chief and one-time interim Town Manager, Sheldon Levi.

## 9. COUNCILMEMBER REPORTS

Councilmember Perkin noted that the enforcement of timed parking has gone down and would like to talk about timed parking enforcement at the next meeting.

## 10. BOARDS AND COMMISSIONS

Councilmember Perkins reported that the Planning Commission did not meet on June 27<sup>th</sup>.

Councilmember Daubresse reported that the Architectural Review Board (ARB) did not meet on June 27<sup>th</sup>.

## 11. ADMINISTRATIVE REPORTS

### a. Administrative Report

Mr. Linn provided a written report as part of the agenda packet and responded to brief questions from the council.

Mr. Linn gave an update as part of the report. He mentioned that staff followed up with the Prince William County Traffic Safety Engineering Branch Manager regarding the lighting at the crosswalk on Washington Street. He advised that he was informed that Supervisor Boddye had approved the cost to have Dominion upgrade the lighting and the lights will be upgraded in the coming weeks. That the installation of a new light at the intersection was pending the quote from Dominion Power and then approval from Supervisor Boddye.

Councilmember Perkins asked if there were any updates on the Beer Garden.

Mr. Linn responded that the applicant has obtained his business license and advises they are pushing for an August 1<sup>st</sup> opening.

Councilmember Daubresse asked if any cost estimates will be provided on the River Walk Expansion Project.

Mr. Linn indicated that there would likely not be any cost estimates in the Riverwalk Expansion Project report, only vignettes and a narrative of the project.

Mayor Porta asked if there were any updates on the Post Office wall repair.

Mr. Linn advised that the owner of the property finally received the building permit from the County and construction will begin soon. He also indicated that the contractor estimates two weeks for the construction to be complete pending any final inspections by the County.

#### **b. Town Treasurer's Report**

The interim Town Treasurer, Mrs. Quist, provided a written report as part of the agenda packet.

Councilmember Perkins asked for an update on the meals tax delinquencies.

Mr. Linn explained that the one outstanding business had paid their outstanding meals tax and that as of the Council meeting, there were no outstanding meals tax delinquencies.

#### **c. Town Attorney**

Mr. Crim provided a written report as part of the agenda packet. There were no questions.

Mayor Porta asked for unanimous consent to move up on the agenda the EV Charger Discussion item. There being no objection, the item was moved up on the agenda.

## **12. DISCUSSION ITEMS**

#### **c. EV Charger Discussion**

Mr. Whitmoyer reported on having an EV charging station funding option with Greenspot through the Mid-Atlantic Electrification Partnership to install EV chargers at 172 Mill Street, which was discussed at the March 21<sup>st</sup> council meeting. From that meeting, Town Council directed staff to reach out to other vendors for comparison. Staff researched other vendors and based on the responses and discussion with the Town Attorney, recommended engaging with potential vendors for a vendor owned model that would require the Town to grant franchising agreements for any charging stations.

Councilmember Perkins noted concerns on the potential level of charging per hour of the proposed EV charging station.

Mr. Whitmoyer replied that the charging stations would be level 2 and noted that the cost for a DC fast charger is higher and potential vendors wouldn't want a franchise due to the costs of maintaining the charging station. Mr. Whitmoyer indicated that each of the vendors contacted by staff recommend the level 2 charger based off current infrastructure and anticipated needs for the Town.

After further discussion Town Council direct staff to proceed with a franchise agreement to solicit bids for potential vendors.

### 13. REGULAR BUSINESS

- a. **Request to Approve a Resolution Naming the 19<sup>th</sup> Century Corps of Army Engineers Dike in the Occoquan River**

**Councilmember Perkins moved to adopt Resolution R-2023-12 to Name the 19<sup>th</sup> Century Dike Heron's Haven, as submitted by Tom and Mary Craig, for a term of one year beginning immediately, and expiring on June 30<sup>th</sup>, 2024. Councilmember Fithian seconded. Motion passed unanimously by voice vote.**

- b. **Seasonal Shuttle Update and Request to Set Not-to-Exceed Amount**

Mr. Linn noted that the discussion is a follow-up to the June 20<sup>th</sup> council meeting, where staff presented estimates and options for a seasonal shuttle service to the Business District from the Rt. 123 and Old Bridge Commuter Lot. The request by staff is to approve a contract with Skyline Worldwide Transportation to provide a pilot program for the fall beginning in September 2023. Staff recommended a Saturday only service and using CIP funds from the Vehicles and Equipment Improvements Budget.

**Councilmember Freeborne Brinton moved that the Town, upon review and approval by the Town Attorney, enter into an agreement with Skyline Worldwide Transportation to provide a seasonal shuttle pilot for an amount not-to-exceed \$15,000. Councilmember Perkins seconded. Motion passed unanimously by voice vote.**

### 14. DISCUSSION ITEMS

- a. **RiverFest Report**

Ms. Little provided a report as part of the agenda packet and responded to brief questions from the council.

Mayor Porta noted that RiverFest is moving in the right direction. He further indicated that increasing activities at Riverfest brings in more people and more people will draw in more vendors, which will lead to more sponsorships.

- b. **Mural Contest Discussion**

Mayor Porta commented that the submissions were all suitable for inclusion in the Town and asked staff to (1) look into more spaces for public art and (2) look for options to fund for more public art in Town.

Councilmember Perkins noted that the Planning Commission is looking into a public arts program that would address those requests as well.

Town Council then began to discuss the three final mural designs. After discussion from all council members, the Council selected Alethea Marie Robinson's mural design to go up on the retaining wall at Rt. 123 and Commerce Street.

**Councilmember Perkins moved to select Alethea Marie Robinson as the awardee of the mural design contest. Councilmember Fithian seconded. Motion passed unanimously by roll call vote. Ayes: Councilmember Fithian, Councilmember Daubresse, Councilmember Freeborne Brinton, Councilmember Perkins**

**Nays:** None

**c. River Road Discussion**

Town resident Tra Nguyen was given an opportunity to speak since she had missed Citizens Time. Ms. Nguyen asked why the no parking signs were placed at the end of River Road and was concerned that she did not know where to park her additional vehicles.

Mr. Linn responded that the gravel lot at the end of River Road is Town property and is planned to be used as Town storage. The signs were put up in advance of the meeting to provide notice to residents who had previously used the Town's lot as additional parking and a place to store their trash. Mr. Linn further advised that there is no HOA for River Road residents.

**d. Rt. 123 Traffic Proposal Discussion**

Mayor Porta asked for unanimous consent to add to the agenda a report for traffic proposals for Rt. 123. There being no objection, the item was added to the agenda.

Mayor Porta indicated that he had been contacted by a local group concerned about the proposed Rt. 123/Old Bridge flyover project. He explained that the group had prepared a letter to VDOT and had asked the Mayor to consider signing the letter, which he advised that he could not do without Council action. Mayor Porta provided the council members with a copy of the letter, as well as suggestions from other parties, and indicated that Council should familiarize themselves with the various proposals for upcoming action on the Rt. 123/Old Bridge expansion, and consider whether or not they wished the town to take a formal position on any of them.

**15. ADJOURNMENT**

The meeting was adjourned at 9:38 p.m.



---

Philip Auville, Town Clerk