



**OCCOQUAN TOWN COUNCIL**  
**Work Session Minutes**  
**Town Hall - 314 Mill Street, Occoquan, VA 22125**  
**Tuesday, January 17, 2017**  
**7:00 p.m.**

**Present:** Mayor Liz Quist, Vice Mayor Pat Sivigny, Councilmembers Jim Drakes, Cindy Fithian, and Joe McGuire

**Absent:** Councilmember Matthew Dawson

**Staff:** Kirstyn Jovanovich, Town Manager; Abigail Breeding, Town Treasurer; Christopher Coon, Town Clerk; Adam Linn, Interim Chief of Police

### **1. Call to Order**

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

### **2. Regular Items**

#### **A. Mamie Davis**

Ms. Jovanovich stated that a dump truck had damaged the entrance of Mamie Davis Park including masonry, iron work, and landscaping. She inquired about whether or not Council would like the entrance rebuilt to its original condition or if they would like to widen the entrance to the park and adjust the landscaping. After discussion, Ms. Jovanovich stated she would have the landscaping contractor develop a recommendation to discuss with Council at a later date.

#### **B. FY 2018 Budget Work Session**

Ms. Jovanovich stated that the numbers presented are preliminary and will most likely not be included in the final proposed budget document. She stated that the Budget Schedule is working towards having the Budget adopted during the May 2, 2017 Meeting.

The Town Council priorities, which were agreed upon during the November 2016 meeting, were used as the basis for the budget's development. There was an additional priority added during that meeting, Public Safety, and the Riverwalk goal was adjusted to include its usage.

She stated that the item to be discussed this evening is the General Fund, including revenue and expenditure estimates. Ms. Jovanovich stated that there is a plan to have a parking and traffic study conducted this fiscal year. This study will help provide insight that can be used for the Community Plan, scheduled for Fiscal Year 2018.

One of the Town Council priorities is pedestrian safety, with focus placed on improvements to town intersections to install crosswalks. Ms. Jovanovich and Mr. Reese have met with VDOT in regards to available grant funding for various road improvements and stated that there are multiple grant opportunities that can assist with improving town intersections and other pedestrian improvements.

In FY2018, the Historic Preservation and Town Appearance goal will focus on the gaslights throughout Town. Ms. Jovanovich stated that the Town Council will have to decide to either have the gaslights repaired/renovated or have them converted to electric LED lights. The Council asked Ms. Jovanovich to identify the cost of converting the gaslights to electric and present that cost at the next Budget Work Session.

Ms. Jovanovich stated that the Stormwater management system needs to be mapped concerning both public and private systems. Once mapped, the Town could then develop maintenance and capital plans for the system. This would also allow the Town to be able to ensure private entities are maintaining their systems accordingly and require annual maintenance certifications for those Stormwater management systems on private property.

Ms. Jovanovich stated that the information presented this evening was prepared maintaining all of the current tax rates and fee structures.

The Council discussed upcoming general needs and capital programming for FY 2018 and beyond. Ms. Jovanovich discussed the details of the proposed revenues and how they were calculated.

Ms. Jovanovich stated that the next budget work session is scheduled for February 21, 2017.

### **3. Adjournment**

The meeting was adjourned at 8:09 p.m.

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Christopher Coon  
Town Clerk