

## Business License Renewals and BPOL Due March 1

The 2017 Business and Professional Occupational License (BPOL) renewals are due no later than March 1, 2017. Renewal notices were sent during 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 1, and/or a 10% penalty will be added if you *payment* is received after May 31, 2017.

The business license fee is based on gross receipts for calendar year 2016. 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.

## 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.**

## OCCOQUAN NEWSLETTER

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### TOWN OF OCCOQUAN

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Occoquan, VA 22125

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# OCCOQUAN NEWSLETTER

VOLUME XXIV, ISSUE III

(703) 491-1918

MARCH 2017

### 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, Interim Chief of Police  
Chris Coon, Town Clerk  
Bucky Brill, Maintenance Supervisor  
Pam Holbert, Administrative Asst.

## Mayor's Letter

It's hard to believe that just last year at this time we were digging ourselves out from nearly two feet of snow! It has definitely been a mild winter so far, and I hope you have had a chance to get outside and enjoy the warm weather. Town restaurants and businesses seem to be experiencing increased foot traffic. Hopefully, it is a harbinger of positive things to come this spring and summer!

The Town Council's first FY18 Budget work session was held in January, with a review of recent accomplishments toward the Council's stated priorities, as well as planned initiatives for the 2018 fiscal year. Some of the program impacts from this year's budget include the continuation of River Mill Park summer programming, historic district improvements to crosswalks, sidewalks, and gaslights, seasonal dock coverage and repairs, and participation in a state run health insurance program for Town Staff. The FY18 proposed budget guidance recommends that we maintain existing tax rates and provides for a number of other capital projects that will be detailed in the proposed budget, available to the public in mid-March. The schedule for the remainder of the budget process, as well as the interim Council presentations, can be found on the Town website. Final adoption of the budget is scheduled for May 2<sup>nd</sup>.

Upcoming spring and summer projects in Occoquan will include:

- Improvements to the upper trail in River Mill Park, to combat the effects of stormwater runoff
- Repairs in Mamie Davis Park as a result of the truck crash in January
- Construction of an ADA-compliant Canoe & Kayak Ramp
- Poplar Alley street maintenance and speedbump improvements
- Town Code recodification and updates to Zoning and Subdivision ordinances
- Parking and Traffic Study

Please join me in thanking outgoing Town Treasurer Abigail Breeding and Events & Community Development Director Donna Brown, for their service since 2011 and 2016, respectively. We thank them both for their contributions to the community over the past few years and hope to announce Abi and Donna's successors in the coming weeks.

*Elizabeth A.C. Quist*

## Town Council Actions: February 7, 2017

The following items are excerpts 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.

Note: Councilmember McGuire was absent from the February 7, meeting.

- Held a hearing on Miller Brothers' claim for extended general conditions relating to delays in construction at River Mill Park
- Approved Revised Rivertown Overlook project Plat
- Approved an MOU for the NOVA Arts and Cultural District
- Approved funding for Certified Planning Commissioner Training
- Approved submission of Kevin Whaley for consideration by the Circuit Court for reappointment to the Town's Board of Zoning Appeals
- Appointed Kirstyn Jovanovich as Acting Town Treasurer
- Held FY2018 Budget Work Session #2 on February 21, 2017

## NOW HIRING: Town Treasurer

The Town of Occoquan is seeking qualified applicants for the position of Town Treasurer. Responsibilities include serving as the Town's Chief Financial Officer, financial management, and performing recordkeeping and tax administrative functions. QuickBooks experience is **required**; CPA is preferred. Full position description available at [www.occoquanva.gov](http://www.occoquanva.gov).

Permanent, PT, 30 hours per week during core business hours (8 am - 5 pm, M-F); some evenings and weekends

**TO APPLY:** Submit COVER LETTER and RESUME to Kirstyn Jovanovich, Town Manager, PO Box 195, Occoquan, VA 22125, [kjovanovich@occoquanva.gov](mailto:kjovanovich@occoquanva.gov), or drop off at Town Hall, 314 Mill Street, Occoquan, VA 22125, Monday - Friday, 9 am - 4 pm. Position closes soon.

**SAVE THE DATE**

**COMING  
UP**

## Annual Spring Town Cleanup Day: April 22

The Friends of the Occoquan (FOTO) will once again host the Town's annual Spring Town Cleanup Day on **Saturday, April 22, 2017**, from 9 a.m. to 12 p.m. Look for more information on how you can help in the April Town Newsletter or visit [www.friendsoftheoccoquan.org](http://www.friendsoftheoccoquan.org).

# March 2017

## Town Meetings and Events

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

**March 1:** Business License Renewal Applications Due

**March 7: Town Council Meeting**  
7:00 pm, Regular Meeting, Town Hall  
*Final Budget Work Session*

**March 14: Planning Commission**  
7:00 pm, Town Hall

**Architectural Review Board**  
7:30 pm, Town Hall

**March 20:** February 2017 Meals Taxes Due

**March 21: Town Council Meeting**  
7:00 pm, Work Session, Town Hall

## NOW HIRING: Auxiliary Police Officer

The Town of Occoquan is seeking DCJS Certified Police Officers to help protect and serve our community. This job is perfect for recently retired or recently separated Police Officers that want to maintain their certifications. Volunteer position; minimum of 24 hours per month, including evenings and weekends.

**TO APPLY:** Submit COVER LETTER and RESUME to Adam Linn, Interim Chief of Police/Town Sergeant, PO Box 195, Occoquan, VA 22125, [alinn@occoquanva.gov](mailto:alinn@occoquanva.gov), or drop off at Town Hall, 314 Mill Street, Occoquan, VA 22125, Monday - Friday, 9 am - 4 pm.

## FY 2018 Budget Calendar

**January 17, 2017:** Budget Work Session #1

**February 21, 2017:** Budget Work Session #2

**March 7, 2017:** Budget Work Session #3  
(Final)

**April 4, 2017:** Public Hearing on Proposed FY 2018 Budget

**April 25, 2017:** Public Hearing on Proposed FY 2018 Tax Rates

**May 2, 2017:** Adoption of FY 2018 Budget and Tax Rates

The FY 2018 Budget will be effective from July 1, 2017 through June 30, 2018. 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).