



TOWN OF OCCOQUAN
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Occoquan Town Council

Work Session Meeting

June 16, 2015 | 7:00 p.m.

1. Call to Order
2. Regular Items
 - a. Visitor Center Operations
 - b. River Mill Park Operating Procedures/Policy
 - c. Snow Removal Procedures
3. Adjournment



TOWN OF OCCOQUAN
TOWN COUNCIL MEETING
Agenda Communication

2. Work Session Regular Agenda	Meeting Date: June 16, 2015
2 A: Visitor Center Operations	

Explanation and Summary:

Due to budget constraints, Discover Prince William and Manassas will no longer support operations at the Visitor Center in Occoquan effective July 1, 2015. This is an opportunity for Town Council to discuss the potential impact on the Community and future Visitor Center operations beyond July 1, 2015.

Attachments: None.



TOWN OF OCCOQUAN
TOWN COUNCIL MEETING
Agenda Communication

2. Work Session Regular Agenda	Meeting Date: June 16, 2015
2 B: River Mill Park Operating Procedures/Policy	

Explanation and Summary:

The Town of Occoquan must establish operating procedures for River Mill Park that are in accordance with the terms of the lease agreement with Fairfax Water. All procedures and policies developed by the Town must be reviewed and approved by Fairfax Water prior to implementation. The Town is working with Fairfax Water to conduct a 'soft opening' of the park in early summer that will allow visitors to access the park while the next phase of the project is under construction. Policies and procedures must be established prior to any park opening. The grand opening of the park is slated for spring 2016 once all construction is completed. A draft policy will be provided for Council consideration at the meeting.

Attachments: (1) Exhibit C of Park Lease, Operating Standards

Exhibit C

Operating Standards

1. Hours and Operation

- a) **Hours.** Except for unusual and unforeseen emergencies and short periods for scheduled maintenance, Tenant must cause the Premises to be open to the public every day of the year between hours that must be reasonably approved by Fairfax Water. Tenant must not allow any person or entity to enter or remain in the Premises except during the designated hours unless approved by FCWA pursuant to Section (b) below.
- b) **Special Event Status.** Tenant must obtain the prior approval of FCWA in the manner required for Special Events if any person or entity desires to enter or remain in the Premises other than during the designated hours. Any such entry to, or remaining in, the Premises will be considered a Special Event.
- c) **Garbage and Recycling.** Tenant must provide an adequate number of fly tight, watertight and rodent proof containers for all garbage and recycling. Garbage and recycling must be collected for disposal as often as necessary to prevent a nuisance or any unsanitary conditions and not less than once per week.

2. Prohibited and/or Restricted Uses and Activities

- a) **Waters.** Tenant must not allow the throwing, discharging, releasing or placement of any substance, matter, liquid or solid in any stream, lake, river, pond or other body of water that is in, adjacent to, or accessible from the Premises (the “**Waters**”).
- b) **Watercraft.** Tenant must not allow any boats, vessels or personal watercrafts of any sort to be used, operated, or placed in the Waters.
- c) **Bathing, Swimming, or Wading.** Tenant must not allow bathing, swimming or wading in the Waters.
- d) **Motorized Vehicles.** Except as provided in the Lease or as otherwise required by applicable Law, Tenant must not allow the operation of any motorized vehicle or motor-assisted device of any type, including any automobile, truck, motorcycle, motorbike, motor scooter, or all-terrain vehicle, in the Premises.
- e) **Non-Motorized Vehicles.** Except for mobility assistance devices (such as motorized wheel chairs) which do not conflict with **Exhibit D**, Tenant must not allow the use or operation of skateboards, rollerblades, roller skates, bicycles, or any type of rolling vehicle on any brickwork, ornamental surface, picnic table, bench, tennis or basketball or volleyball court, playground, equipment, surface used for ADA access, fountain area, planter, or sculpture or where such activity is specifically forbidden in the Premises.
- f) **Horseback Riding.** Tenant must not allow any horses or horseback riding activity in the Premises.
- g) **Leashed Dogs.** Tenant must not allow any dogs in the Premises unless on a leash and otherwise in accordance with applicable Law.

- h) **Animals.** Except as provided above or as otherwise required by applicable Law, Tenant must not allow any other animals in the Premises.
- i) **Glass Containers.** Tenant must not allow glass containers in the Premises.
- j) **Fires.** Tenant must not allow any grilling or fires in the Premises.
- k) **Sounds.** Except in connection with a Special Event, Tenant must not allow any loud sounds to come from the Premises including from any concerts, fireworks, or other similar events. Tenant must cause all operations from the Lease Premises to comply with all local noise restrictions and ordinances.

3. Vending; Alcohol

- a) **Selling, Advertising, and Signage.** Tenant must not allow (i) the sale, or offer for sale, of any service or item, including food and beverages except in connection with a Special Event, and (ii) any signs, posters, billboards, or other advertisements in the Premises.
- b) **Alcohol.** Except in connection with a Special Event, Tenant must not allow the sale, offer for sale, and consumption of alcoholic beverages in the Premises. Tenant must cause any sale, or offer for sale, and consumption of alcoholic beverages in connection with a Special Event to comply with all applicable Laws.



TOWN OF OCCOQUAN
TOWN COUNCIL MEETING
Agenda Communication

2. Work Session Regular Agenda	Meeting Date: June 16, 2015
2 C: Snow Removal Procedures	

Explanation and Summary:

This is an opportunity for Town Council to provide guidance on expectations for snow removal within the Town of Occoquan. Expectations should be clearly defined now, as the RFP for snow removal will be issued in early Fall and a contractor selected by November 1, 2015 for the 2015-2016 winter. Staff will brief Town Council on current operations and procedures utilized for snow removal.

Current Snow Removal Procedures In Brief

VDOT Streets: VDOT is responsible for removing snow and ice from travel lanes on VDOT-owned roads. VDOT policies and procedures are utilized in snow removal operations on VDOT roads.

Town Streets and Alleys: The Town contracts with a private contractor for snow and ice removal on town-owned streets and alleys, and parking lots. (McKenzie Drive, Poplar Alley, Center Street, W. Locust Street, River Road, Cooper's Alley, Ellicott Street Parking Lot and Mill Street Parking Lot)

Sidewalks: The Maintenance Supervisor clears and treats sidewalks adjacent to town-owned property by hand and utilizing a snow blower. By Town Code (Sec. 50-5), all other sidewalks must be cleared by adjacent property owners within 12 hours after the snow has ceased falling.

Attachments: (1) VDOT Northern Virginia Snow Removal Fact Sheet

HIGHLIGHTS AND WHAT'S NEW

VDOTplows.org shows the status of plowing in northern Virginia neighborhoods. Once it snows more than two inches, Fairfax, Loudoun and Prince William residents can enter their address and a color-coded map shows whether plowing is underway, completed or not yet started in their neighborhood.

Budget: Last winter's budget for northern Virginia was \$63 million and \$152 million was spent. This year's budget is \$52 million. A new way of tracking state labor costs makes the figure seem lower, but overall the funds available for snow removal are about the same as last year. The region's snow removal budget is part of VDOT's overall statewide maintenance budget of approximately \$1.5 billion.

New brine application pilot in Chantilly: This winter, crews will test an additional brine method on several roads in the Chantilly area. Crews will pre-treat pavement with brine, plow when snow has fallen and then re-treat with brine. VDOT will test the effectiveness of this method, which has seen success in some Western states and could further reduce the need for salt.

Equipment: More than 4,000 trucks and plows are available and all are equipped with **automatic vehicle locator (AVL)** equipment. AVL allows VDOT to track where and when streets have been plowed. VDOT reimburses contractors for the \$600 unit. Other special equipment includes:

- A **jet-powered snow melter** for park-n-ride lots where snow piles can block parking spaces.
- Seven **high-pressure flush trucks** clear snow and ice around the bollards separating the I-495 Express Lanes and regular lanes.
- A **truck-mounted weather station** provides mobile measurements on road conditions such as surface, dew point, and air temperature, humidity and thickness of ice. This information helps ensure crews do not over- or under-apply chemicals.
- **Two super-sized front loaders** plow interstates with 20-foot wide blades during severe storms.
- **Speed-activated anti-icing equipment** dispenses the correct amount of material on the road.

- Crews continue to test six **all-weather cameras** mounted on the rear of truck cabs, that snap photos every few seconds en route to capture road conditions as well as whether and when a road was plowed.

Pre-treating: Crews pre-treat 850 lane miles of trouble spots including:

- 350 lane miles on interstates 66, 95, 395, and 495—including bridges and ramps prone to freezing such as the Springfield interchange and Capital Beltway at Route 1—with liquid magnesium chloride.
- 500 lane miles on major roads, such as Fairfax County Parkway, routes 1, 7, 28, 29, and 50, are pre-treated with salt brine. Brine (77 percent water, 23 percent salt) prevents ice from bonding to the road surface, reduces the need for salt to melt ice, is kinder to the environment and can lower snow removal time and costs.

Staging in subdivisions: Trucks are pre-positioned in subdivisions when two or more inches of snow is forecasted. Each subdivision has at least one dedicated truck, with the intent of assigning the same driver to that subdivision throughout the winter. In difficult subdivisions there will be more than one truck.

Dedicated fleet for Virginia State Police: During major snow and ice storms, VDOT provides a dozen contracted trucks to Virginia State Police, to quickly assist with specific emergencies and keep VDOT crews focused on assigned routes.

VDOT ROADS AND RESOURCES

VDOT is responsible for almost 18,000 lane miles in Fairfax, Loudoun, Prince William and Arlington counties (Arlington County maintains its own secondary roads). About half of those miles are highways, and half are local or neighborhood streets.

VDOT has 18 local maintenance headquarters throughout northern Virginia: one in Arlington, nine in Fairfax, four in Prince William and four in Loudoun.

Northern Virginia has more than 4,000 pieces of equipment available to clear a typical six-inch storm. Many of these pieces are pick-up trucks typically used for side streets, and can clear up to 18 inches of snow, depending on the type of storm.

340,000 tons of salt, 95,000 tons of sand, and 576,000 gallons of liquid treatment are also on hand. A **super-sized salt dome** at the Beltway and Van Dorn Street holds 22,000 tons—about three times the capacity of a typical dome—to help ensure crews don't run low during severe storms.

About 95 percent of VDOT crews and equipment are contracted. VDOT trains its own employees and contractors with classroom sessions and snow route visits. Contractors also receive company training, and many have long relationships with VDOT and are very familiar with VDOT's snow removal procedures.

Road priorities: In northern Virginia, VDOT has one snow-removal program for interstates and high-volume roads such as routes 1, 7, 15, 28, 50, and Fairfax County Parkway, and another for subdivisions (main neighborhood thoroughfares, residential streets, cul de sacs). Crews work on high-volume roads and in subdivisions concurrently. Within each of these programs, roads with highest traffic volumes are cleared first.

HOW NEIGHBORHOODS ARE ASSIGNED AND PLOWED

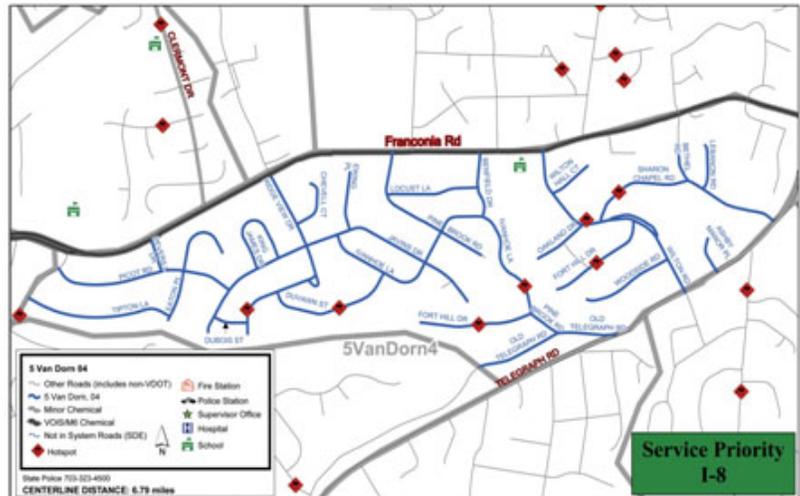
In Northern Virginia, VDOT clears 16,000 subdivision streets. Typically, crews begin plowing when two inches has fallen.

Main thoroughfares in subdivisions are repeatedly plowed during a storm. Once the storm has stopped and those roads are clear, crews work to make residential streets and cul-de-sacs passable.

A neighborhood street is considered passable when a path is drivable (with caution) for an average passenger vehicle. The road will not be cleared curb-to-curb or to bare pavement, and may remain snow-packed, uneven and rutted, especially if there is refreeze. Chemicals are not typically used in subdivisions, but crews will sand hills, curves and intersections as needed to provide traction. For most storms, one snowplow pass, about eight to ten feet wide, is made.

Local roads are divided among about 600 "snow maps" assigned to plow drivers. These maps are reviewed each year for hotspots, schools, police stations, hospitals and bus stops.

About 350 of these maps are for Fairfax County alone. Once drivers complete a minimum of one pass on the roads in a map,



One of 600 snow maps assigned to plow drivers.

they report that the route is complete.

VDOT judges subdivisions complete through processed snow maps, resident call volume, AVL and VDOT staff monitors.

While VDOT does not remove snow from sidewalks or trails, crews are asked to be mindful of pushing large amounts of snow onto these and driveways. Especially in major storms, it is often an unintended consequence of making roads passable.

When shoveling driveways, residents should shovel to the right facing the road, and leave the last few feet at the curb until the street is plowed, as the truck will push some snow back. Also, park in driveways or on the odd-numbered side of the street to allow plows room to pass.

To give crews a chance to finish their assigned snow maps, VDOT asks that residents wait a few days after the storm is over before reporting "missed" roads. Once crews have finished their routes, resident complaints are mapped to a database that feeds lists of locations to the area headquarters to check and address.

INFORMATION FOR DRIVERS AND RESIDENTS

- See the status of plowing in northern Virginia neighborhoods: www.vdotplows.org
- Follow @VaDOTNOVA on Twitter
- Report unplowed roads to novainfo@vdot.virginia.gov or 800-367-7623
- More snow information at www.virginiadot.org/travel/snow