



OCCOQUAN TOWN COUNCIL
Public Hearing and Work Session Minutes - Draft
Town Hall - 314 Mill Street, Occoquan, VA 22125
Tuesday, April 28, 2015
7:00 p.m.

Present: Mayor Elizabeth Quist; Vice Mayor Pat Sivigny; Councilmember Tyler Brown; Councilmember J. Matthew Dawson; Councilmember Jim Drakes
Councilmember Joe McGuire.

Staff: Kirstyn Barr Jovanovich, Town Manager; Sheldon Levi, Chief of Police and Town Sergeant; Abigail Breeding, Treasurer; Greg Holcomb, Town Clerk

Absent: None

Public Hearing Minutes

1. Call to Order

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

2. Public Hearing

Mayor Quist stated that the public hearing was to discuss the proposed fiscal year 2016 tax rates and opened the floor to the public for comments.

No members of the public spoke.

3. Adjournment

The public hearing was closed at 7:02 p.m.

Work Session Minutes

1. Call to Order

Mayor Quist called the work session to order at 7:02 p.m.

2. Fiscal Year 2016 Budget Work Session

Mayor Quist began the meeting stating that the purpose of this work session was to give direction to Town staff on a final budget.

Ms. Jovanovich presented revenue calculations based on the scenarios of (1) no rate increases (2) increasing the Real Estate Tax from \$.11 to \$.12 per \$100 of assessed value and maintaining the current Meals Tax rate, and (3) increasing the Meal Tax from 2% to 3% and maintain the current Real Estate Tax rate of \$.11 per \$100 of assessed value. The Town Council discussed what services would be cut based on the different scenarios. Ms. Jovanovich proposed an alternate option to

the proposed Events and Marketing Coordinator position in an effort to reduce cost to the Operating Fund, while still addressing the programming needs of River Mill Park. She suggested modestly increasing the salary of the Craft Show Director utilizing the Craft Show Fund and increasing the hours and duties of the position to include community programming and business outreach. The main focus of the position would continue to be organizing and implementing the semi-annual craft shows, but would now include River Mill Park programming. The Council discussed the merits of the proposal and had consensus on moving forward with the new duties of the Craft Show Director and the funding source.

The Council then discussed increasing the presence of the police department to include more nights and weekend hours. The Council agreed that new auxiliaries should be added to bring the total to three auxiliary police officers for the town.

The Council further discussed small line items and the reasoning behind the proposed expenditures.

Without objection, the Town Council directed staff to develop the final budget document for approval on May 5, 2015, based on maintaining the \$.11 Real Estate Tax Rate and increasing the Meals Tax rate from 2% to 3%, and ensure that funding was set aside for Community and Business Development to go back into the community.

3. Adjournment

The Council adjourned at 7:47 p.m.

Greg Holcomb, Town Clerk