



OCCOQUAN TOWN COUNCIL
Work Session Minutes - DRAFT
Town Hall - 314 Mill Street, Occoquan, VA 22125
Tuesday, September 19, 2017
7:00 p.m.

Present: Mayor Liz Quist, Vice Mayor Pat Sivigny, Councilmembers Matthew Dawson, Cindy Fithian, and Joe McGuire

Absent: Councilmember Jim Drakes

Staff: Kirstyn Jovanovich, Town Manager; Christopher Coon, Town Clerk; Adam Linn, Chief of Police

Other: Jay du Von and Jonelle Cameron, Walsh Colucci Lubeley & Walsh PC; Kevin Sills and Mike Gordon, Mid-Atlantic Real Estate Investments, Inc.

1. Call to Order

Mayor Quist called the meeting to order at 7:01 p.m.

2. Regular Items

A. Presentation/ Discussion- Jennings' Property

Jay du Von and Jonelle Cameron, WCL&W, and Kevin Sills and Mike Gordon, Mid-Atlantic Real Estate Investment Inc., presented a concept for potential development for the Jennings' Property, 401-411 Mill Street. The presentation indicated that the development would include approximately 15,000 square feet of retail/commercial space on the street level with residential units above. They stated that there would be parking for public use, as well as separate residential and business parking. They wanted to have a boardwalk along the water similar to the existing boardwalk. They also indicated there was an Urban Land Institute report that was done for the Town that discussed the property and they believe that their development would address the majority of the concerns noted in the report. The group wanted to hear any and all feedback from the Town Council before they proceeded with acquiring the property.

Councilmember Fithian inquired about the number of residential units. Mr. Sills stated that they are currently estimating 60 units.

Councilmember McGuire inquired about the average size of the residential units. Mr. Sills stated that they want two sizes, one that would be between 1,000 to 1,200 square feet and a larger size what would be around 2,000 square feet.

Councilmember Fithian inquired about the type of residential units. Mr. Sills indicated they will be condominium type of ownership.

Councilmembers inquired about specific locations and architectural details of the development. The group indicated that being that they are still in the beginning stages, they do not have a specific site plan to provide exact details. They indicated that they have been asked to provide a line of sight exhibit to show what the

development would look like in the current streetscape next to the existing buildings. They stated that if the buyer moves forward, they would provide line of sight exhibit.

B. Public Safety Discussion and Department Assessment Process

Chief Linn presented the goal review and assessment process for the police department. Chief Linn provided information to illustrate progress on the goals set by Council in 2015. He inquired if the Council would like to update the police department goals. Chief Linn stated the police department has gone from three auxiliary officers to one auxiliary officer. Chief Linn also stated he needs assistance with administrative duties and attending required meetings. Chief Linn suggested that the Town develop a program to utilize level three Auxiliary Officers to assist with administrative responsibilities. Council directed Chief Linn to develop a plan and present to Town Council at a later date regarding the level three Auxiliary position. Chief Linn presented an outline for the Town of Occoquan Police Department Assessment, which includes a community survey component. He indicated that the information gathered from this process will be provided to Town Council for consideration of future goals and department development.

Vice Mayor Sivigny inquired about an example of a Priority 1 meeting Chief Linn would attend as directed by the Town Manager or Town Council. Ms. Jovanovich stated that a recent example is she requested that the Chief attend a Prince William County EOC meeting, where the Town has a seat.

Vice Mayor Sivigny stated that during the code review, the Town needs to add the duties and qualifications for auxiliary officers. Also, the auxiliary officer's able to work independent from the Chief should also have to take a psychological test.

C. Intersection Enforcement- Use of Cameras Discussion

Ms. Jovanovich stated Chief Linn and Martin Crim, Town Attorney, consulted on the topic and indicated that currently the use of cameras for intersection enforcement is not permitted. The signage and ordinance that was recently passed by Town Council permits the Chief to cite individuals that "Block the Box" at Route 123 and Commerce Street. Chief Linn indicated that currently, the Virginia Code only allows red light civil violations to be enforced by cameras.

Councilmember McGuire inquired about reaching out to State legislators to update the code to allow for camera enforcement of intersections. Mayor Quist stated that this would be something that the Town Council needs to present to the State legislators. Ms. Jovanovich suggested that the Town Council develop a Legislative Agenda to provide to their State Legislators each year.

D. BPOL Tax Structure Discussion

Mayor Quist stated that this item was based on a correspondence received by one town business. She also indicated that she spoke with the business owner about this issue and he stated that he felt like the structure was unfair based on the impact

business types have on the town and town services. Mayor Quist explained that while those other businesses may have a lower rate of Business License Tax, the retail merchants provide sales tax and the restaurants provide meals tax, as an example of other taxes that are applied.

Councilmember McGuire inquired about the type of business that the Town wants to attract to the area. He stated that if the Town has a parking issue, the Town should be looking to attract more businesses that have a limited parking impact. He stated that if this is an issue that is turning people away from doing business in Occoquan, the Council should review the tax structure and consider revisions.

Vice Mayor Sivigny inquired about having a report of how changing the tax structure would impact the FY19 Town Budget. Mayor Quist and Ms. Jovanovich stated that this is something that could be done as part of the budget process.

Councilmember McGuire inquired about the breakdown of revenue that each type of entity provides to Town. Ms. Jovanovich stated that she was working on those numbers currently and they will be provided at a later date.

3. Adjournment

The meeting was adjourned at 8:54 p.m.

Christopher Coon
Town Clerk