



Town of Vienna

Charles A. Robinson Jr.
Town Hall
127 Center Street South
Vienna VA, 22180

Meeting Minutes

Town Council Conference Session

Monday, March 14, 2022

7:30 PM

Charles A. Robinson, Jr. Town Hall, 127
Center Street, South

1. Regular Business

Council: Council Member Chuck Anderson; Council Member Ray Brill Jr; Council Member Nisha Patel; Council Member Steve Potter; Council Member Ed Somers; Council Member Howard Springsteen and Mayor Linda Colbert.

Staff: Mercury Peyton, Town Manager; Melanie Clark, Town Clerk; Shelley Kozlowski, Deputy Town Clerk; Natalie Monkou, Manager, Economic Development; Jim Morris, Chief, Vienna Police.

A. [22-2944](#)

Fiscal Year 2022-23 Proposed Budget Conference Session #2

Mayor Colbert opened the conference session by calling on Natalie Monkou, Manager, Economic Development, to provide an overview of department accomplishments and requested budget.

Comments included the following:

- *Navy Federal accounts for 30% of Town tax base and 60-70% of office space;*
- *Manager conducts new business visits on a monthly basis and additionally accompanies Mayor and TBLC Chairman;*
- *More dollars are generated per square foot in office space than in retail;*
- *Town receives most revenue from property taxes, commercial office space and restaurants;*
- *Town receives approximately \$3 in tax per square foot of commercial for every \$1 per square foot of retail; Commercial space generally assessed higher than retail; Restaurants and banks generate additional revenue from meals and bank taxes;*
- *Should target restaurants in future because of Town's reputation as restaurant destination;*
- *Should target professional service companies that require office space and cannot work virtually such as architectural and law firms, medical, dental and medical spa facilities;*
- *Consider hosting health fair as means to promote these businesses;*
- *Consider hosting webinar to inform businesses of all Town benefits.*

Additional information requests by Council:

Request information on sources of revenue other than meals tax.

Request chart demonstrating dollars generated to Town by type of businesses (per sq. ft.).

Request information on types of businesses thriving and contributing more tax revenue; information will inform target effort.

Request information on new businesses by type; which is fastest growing category.

Mayor Colbert continued the conference session calling on Jim Morris, Chief of Police, to provide an overview of department accomplishments and requested budget. The first item for consideration was the separate pay plan proposal. Chief

Morris outlined reasons for the requested change and explained the impact on Town budget.

Comments included the following:

Proposed pay plan will address recruiting deficiencies such as take home vehicles and shift differentials;

- Each step in plan is a specific dollar amount; problem arises if Council decides to not fully fund due to economic pressure; officers still have career progression;*
- Town staff raises do not effect Police with the exception of cost of living increases;*
- Current Police employees approve of the new plan;*
- Bonus program continues;*
- Employee and Police are funded positions; number of positions not set;*
- Will look into mentorship program; currently have peer support program with objective of state support;*
- No current program with local high schools but considering a youth leadership program;*
- Consider highlighting female officers with goal of encouraging vulnerable population to report incidents.*

Additional information requests by Council:

Request for sight visit to inform Council of various Police roles and responsibilities.

Request Vienna Police notify Council in event of critical situation (i.e. shooting, kidnapping, etc.) if in greater Vienna or nearby jurisdictions.

Additional discussion:

Town Manager Payton presented a process change for future budget discussions that included individual Council Member meetings for presentation of priorities. A tally of those who favor each item will be recorded with a disclaimer that approval/disapproval may change over course of future budget discussions and that the tally is kept confidential.

Mayor Colbert requested a final decision on the tree maintenance line item. It was posited that staff did not fully grasp the excessive need in this area, so the additional \$30,000 was placed in Unfunded Priorities where it may or may not be prioritized for funding. It was also speculated that it was time management driven. The requested line expenditure was certain, while the additional \$30,000 would only be requested if time allowed.

Mayor Colbert reiterated Council decision to approve pay raises for Boards and Commissions. Discussion regarding Council raises was tabled with a tentative vote of three to three. Council debated options with consideration for approving a raise for the next Council. Attorney Briglia will be consulted on the legality of this option.

2. Meeting Adjournment

Mayor Colbert concluded the Conference Session at 11:00 PM.

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