



Town of Vienna

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

Meeting Minutes - Final Town Council Meeting

Monday, September 8, 2025

7:30 PM

Charles Robinson Jr. Town Hall, 127 Center
St. South

Invocation: Ray Brill, Council Member

Mayor Colbert called on Council Member Ray Brill, to provide the evening's invocation.

Pledge of Allegiance to the Flag of the United States of America

1. Roll Call

2. Receipt of petitions and communications from the Public that are not on the Agenda. (Limited to 3 minutes per issue and no formal action can be taken this evening)

Mayor Colbert opened the floor for comment from the public.

Matt DiFiorie, 207 Owaissa Ct., SE

Last Council meeting Town Manager Payton announced that the final Council meeting agenda items would be posted on Thursday prior to the [respective] meeting. So the question I submitted was, does that mean agendas will no longer be published on Tuesday? I also suggested that, if there has been a change, as I notice there has been one tonight, the agenda item should indicate this by the inclusion of an asterisks or footnote so people are aware of the change. Finally, I noticed that one agenda item has gone from Regular Business to a Consent Item. The matter, based on what was submitted in the original Tuesday posting, seemed important. Hopefully someone will explain why it was changed.

Town Manager Payton clarified that agenda items go public on Tuesdays prior to Town Council meetings, and this will remain as a practice. The Vienna Happenings agenda notice will serve as an extra measure. Regarding the Item that was moved from Regular Business to the Consent Agenda, it was always meant to be a Consent Agenda Item. Council Members always have the latitude to pull a Consent Agenda Item for consideration under Regular Business.

David Wallace, Post Commander, American Legion Post 180

In my time as Post Commander and even before as a member, I have been deeply grateful for the support that we've received from the Council and, of course, from the Mayor. I thank you for standing with our veterans and us. This month we observe suicide prevention month. While our emphasis is on veterans because we know too well the struggles that so many face when returning home, this effort truly extends to all. The American Legions number one initiative is about saving lives and changing lives by encouraging each of us to reach out, check in and support one another. One call, one visit or one simple moment of care can change the course of someone's life. Here at Post 180 we are committed to conducting 250 Buddy Checks this month. These are not just a phone call, they are a lifeline, and they also mark the start of our newest effort, the USA 250 Challenge, which we are launching as our nation prepares for celebrating it's 250 birthday next year. This challenge reminds us that communication and services are what keep communities strong. On Saturday,

September 27, 2025 from 11:00 AM – 2:00 PM, we invite everyone to join us at Post 180. Our service officer will be present and will share resources from Columbia University and distribute handouts that provide guidance and support. This is one more way that we can continue building collaboration between our post and the Town of Vienna. We are also looking forward to seeing you at Thursday's Patriots Day Ceremony. This fall we will proudly lead the color guard at the Halloween Parade and at other upcoming events. Together we can raise awareness, save lives and strengthen our community, not just for veterans, but for all. Thank you.

Nisha Patel. 512 Nelson Dr., NE

I want to commend you all for an amazing job at keeping our Town as great as it is. Thank you for all your hard work. I'm going to ask you for three things tonight. First is to consider adding stone patios to the lot coverage rules, which currently just include decks. Since we increased the lot coverage for decks an extra 5%, and if it has not impacted that much, then maybe we can say "decks and/or stone patios". Secondly, I know you have a budget review coming up so I'm going to petition that you try to lower the property tax again. It would be nice to keep this going. I know you have some expenses with the property next door, but please look at this when you are reviewing the budget. Finally, I am going to petition for my son, that the Community Center have more open basketball playtime and maybe more year round pickle ball time. Thank you

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3. Reports/Presentations

- A. [25-5234](#) Science Museum of Virginia Board Swearing in of Dr. Nisha Patel

Dr. Nisha Patel was sworn in as a member of the board of the Science Museum of Virginia.

- B. [25-5235](#) Proclamation for National Lissencephaly Awareness Day

Mayor Colbert read into the record a proclamation declaring September 8, 2025 as National Lissencephaly Awareness Day in the Town of Vienna.

- C. [25-5236](#) Proclamation for Constitution Week

Mayor Colbert read into the record a proclamation naming September 17-September 23, 2025 as Constitution Week in the Town of Vienna.

- A. Report and Inquiries of Council Members

Mayor Colbert opened the floor for comments from the Council.

Council Member Baldwin invited everyone to attend the 9/11 Remembrance Day event to be held on September 11, 2025 at 9:00 AM at the Freeman House. He noted also that this is a time to remember the number of global countries who responded to our call. Finally, Council Member Baldwin reminded residents that tomorrow is a special election and encouraged all to cast their vote.

Council Member Allen stated that it is her belief that most know that Madison High School has drug issues. She stressed that someone needs to talk about this and the pressures put on children. Having visited a local vape shop, she invited Town Attorney Briglia to join her in a return visit to help determine the legality of various items for sale.

Council Member Springsteen remarked on various events held Saturday, including the commemorative historical marker presentation at Louise Archer Elementary School. He also corrected an earlier comment referencing the Town building bridges to nowhere. The only such bridge in Vienna is the one located at the Freeman Store.

Council Member Anderson requested, on behalf of a resident, a status report on the new library, specifically dates of demolition and ensuing construction.

Council Member Ramakis remarked on attending the event Saturday to commemorate Louise Archer and her decades of service as an educator.

Council Member Brill stated that the work on Glyndon Street is going well. He also noted the airshow at Joint Base Andrews in Camp Springs, Maryland September 13, 2025 and September 14, 2025. Finally, Council Member Brill remarked on the 60th anniversary showing of the Sound of Music, equating the charm of the town depicted in the movie to that of Vienna. He recognized the Town Council for their role in helping that to come about.

B. Report of the Town Manager

Town Manager Payton invited David Levy, Director, Planning and Zoning to discuss the status of the Comprehensive Plan. The Planning Commission public hearing draft is scheduled for completion by September 24, 2025. The next step would include a public hearing, which was proposed as joint in deference to the time line. Following discussion, Council agreed to postpone a decision on the process until the work session of September 15, 2025.

Town Manager Payton invited Nichole Falceto, Deputy Director, Parks and Recreation to provide details of the 9/11 Remembrance ceremony.

C. Report of the Mayor

Mayor Colbert noted that the National Association of Retired Federal Employees will hold a candidate forum on Tuesday September 9, 2025 at the Community Center beginning at 1:00 PM. Mayor Colbert, along with Town Manager Payton will be attending the Town Association of Northern Virginia meeting in Leesburg, VA on September 16, 2025.

D. Proposals for Additional Items to the Agenda

A motion was made to add appointment of the Vienna Town Clerk to the Regular Business as Item C.

Motion, Council Member Springsteen; second, Council Member Brill. Motion carried unanimously.

E. Closed Session Report

It was moved that the members of the Vienna Town Council be polled to affirm that a closed session was held on Wednesday August 27, 2025 at 6:30 PM, in accordance with State Code 2.2-3711 a(1), personnel, for consideration of personnel matters, specifically the interview process for the position of Town Clerk and on Monday, September 8, 2025 at 6:45 PM in accordance with State Code 2.2-3711 a(1) personnel, for consideration of personnel matters, specifically the discussion of appointment and/or reappointment to Town Boards and Commissions.

And it was further moved that the certification resolution be adopted in accordance with State Statutes and that the Town Clerk is authorized to execute the certification resolution.

And it was further moved that the Closed Session be continued to later this evening September 8, 2025, following the Regular Meeting in accordance with State Code citation 58.1-3965, consultation with Legal Counsel, and State Code citation 2.2-3711 a(7), probable litigation.

Motion, Council Member Ramakis; second, Council Member Baldwin. Motion carried in a 6-1 (abstain) vote.

It was moved that Manpreet Dhanjal be recommended to the Fairfax Circuit Court for reappointment to the Board of Zoning Appeals.

And it was further moved that Stella Hahn be appointed to the Conservation and Sustainability Commission for a two year term. Said term to be effective September 9, 2025 and expire September 9, 2027.

Motion, Council Member Ramakis; second, Council Member Anderson. Motion carried unanimously.

It was moved that the members of the Vienna Town Council be polled to affirm that a closed session was held on Wednesday, August 27,, 2025 at 6:30 PM, in accordance with State Code citation 2.2-3711 a(1), personnel matters, specifically the interview process of the position Town Clerk and on Monday September 8 at 6:45 PM in accordance with State Code citation 2.2-3711 a(1) for consideration of personnel matters, specifically the appointments or re-appointments to the Towns Boards and Commissions.

And it was further moved that the certification resolution be adopted in accordance with State Statutes and that the Town Clerk is authorized to execute the certification resolution.

And it was further moved that the Closed Session be continued later this evening, Monday September 8, 2025 after the regular meeting in accordance with State Code 58.1-3965, consultation with legal counsel and State Code citation 2.2-3711 a(7) probable litigation.

F. Appointment / Re-appointment to Town Boards and Commissions

It was moved that Manpreet Dhanjal be recommended to the Fairfax Circuit Court for re-appointment to the Board of Zoning Appeals.

And it was further moved that Stella Hong be appointed to the Conservation and Sustainability Commission for a two-year term. Said term to be effective September 9th, 2025, and expire September 9th, 2027.

It was moved that Manpreet Dhanjal be recommended to the Fairfax Circuit Court for re-appointment to the Board of Zoning Appeals.

And it was further moved that Stella Hong be appointed to the Conservation and Sustainability Commission for a two-year term. Said term to be effective September 9th, 2025, and expire September 9th, 2027.

4. Public Hearings

5. 7:50 p.m. - 8:00 p.m. Consent Agenda

A motion was made to move Item C of the Consent Agenda, Development of the Police Dispatch and Record Management System by Tyler Technologies, to Regular Business, Item D.

Motion, Council Member Baldwin; second, Council Member Springsteen. Motion carried unanimously.

A motion was made to move Item B of the Consent Agenda, Resolution of the Town of Vienna, Virginia Town Council approving of the Town's Participation and Submission of Participation Form in the Proposed Settlement of Opioid-Related Claims to Regular Business, Item E.

Motion, Council Member Allen; second, Council Member Baldwin. Motion carried unanimously.

A motion was made to accept the Consent Agenda, Item A, as presented. Motion, Council Member Springsteen; second, Council Member Anderson. Motion carried unanimously.

- A. [25-5221](#) Approval of VDOT Transportation Alternatives (TA) grant applications and resolutions

“I move to approve the VDOT Transportation Alternatives grant applications and Town Council resolutions for sidewalks on Ayr Hill Avenue and Mashie Drive as described in this report.”

Or

Other action deemed necessary by Council.

- B. [25-5201](#) Resolution of the Town of Vienna, Virginia Town Council Approving of the Town's Participation and Submission of Participation Form in the Proposed Settlement of Opioid-Related Claims

I move to approve the proposed Resolution approving the Town's continued participation in the proposed settlement of opioid-related claims and further move

to approve the Town Manager or the Town Attorney to execute the Town's Participation Form and the necessary documents to effectuate the Town's continued participation in the settlements"

Meeting went into Recess

Meeting Reconvened

"I move to approve the proposed Resolution approving the Town's continued participation in the proposed settlement of opioid-related claims and further move to approve the Town Manager or the Town Attorney to execute the Town's Participation Form and the necessary documents to effectuate the Town's continued participation in the settlements"

Or

Other action deemed necessary by Council.

- C. [25-5230](#) Development of the Police Dispatch and Record Management System by Tyler Technologies.

I move to approve payment not to exceed \$348,000 to Tyler Technologies to reconstruct the Police Department Dispatch and Records Management Systems and to provide storage services.

I move to approve payment not to exceed \$348,000 to Tyler Technologies to reconstruct the Police Department Dispatch and Records Management Systems and to provide storage services.

6. Regular Business

- A. [25-5231](#) 8:00 p.m. - 8:30 p.m. Notice of Intent to Adopt - Amendment to Town Code Chapter 6, Section 6-33 Levy, to Increase the Meals Tax Rate from 3% to 4%

A motion was made to hold a public hearing on Amendment to Town Code Chapter 6, Section 6-33 Levy, to Increase the Meals Tax Rate from 3% to 4% to be held September 25, 2025.

Motion, Council Member Allen. As there was no second, the motion failed.

A motion was made to approve the proposed language to increase the tax rate on Town meal taxes as defined in Chapter 6, Article 4, Section 6-33 of the Town of Vienna Town Code to a rate of four percent effective January 1, 2026, as identified on the proposed ordinance attached to the agenda.

Motion, Council Member Springsteen; second, Council Member Brill.

Discussion of motion included clarification by Town Attorney Briglia on the decision to not hold a public hearing on elimination of the sunset clause. Town Attorney Briglia stated that it is his legal opinion that since a public hearing was held on the proposed meals tax increase that included a discussion of a sunset clause, the subsequent decision to drop said clause did not require a second public hearing. State Code clearly indicates that any proposal to raise taxes does require a public hearing (58.13007). The sunset provision would be something in the future so

the removal of that after the public hearing would not require another public hearing. Even when there is not a required public hearing, the Council can always ask for one.

Town Attorney Briglia further clarified taxable items effected by this increase noting an impact on sit down restaurants, fast food establishments and any prepared meals. The definition of what is impacted has not changed – article 4, chapter 6.

With no additional discussion on the Item, Mayor Colbert called for a vote.

Motion carried in a 6-1 vote.

I move to set a second public hearing on the proposed meals tax increase from 3% to 4% to be held on September 29th, 2025.

I move to approve the proposed language to increase the tax rate on Town meal taxes as defined in Chapter 6, Article 4, Section 6-33 of the Town of Vienna Town Code to a rate of four percent effective January 1, 2026, as identified on the proposed ordinance attached to this agenda.

And

I further move to direct the Town Clerk to advertise a Notice of Intent to Adopt at the Sept. 29, 2025. Council meeting.

[25-5257](#)

Appoint New Town Clerk

A motion was made to appoint Shelley Kozlowski as Vienna Town Clerk, effective September 15, 2025.

Motion, Council Member Springsteen; second, Council Member Brill. Motion carried unanimously.

I move to appoint Shelley Kozlowski as Town Clerk to the Town of Vienna effective Monday September 15, 2025.

B. [25-5229](#)

8:30 p.m. - 9:15 p.m. Strategic Plan: Review of Board/Commission Input and Potential Adoption

Mayor Colbert called on David Levy, Director, Planning and Zoning to provide information on the Item.

Following recommendations by Council, the document will be edited and brought before Council at a later date, for further review.

A motion was made to postpone discussion of the Strategic Plan as presented in Attachment 6 for adoption consideration at the Town Council meeting of September 29, 2025.

Motion, Council Member Springsteen; second, Council Member Allen. Motion carried unanimously.

Motion to postpone the adoption of the Strategic Plan to the September 29th Town Council Meeting.

7. Second Closed Session

It was moved that the members of the Vienna Town Council be polled to affirm that a second closed session was held on Monday September 8, 2025 , in accordance with

State Code citation 58.1-3965, consultation with legal counsel.and State Code citation 2.2-3711 a(7), probable litigation

And it was further moved that the certification resolution be adopted in accordance with State Statutes and that the Town Clerk is authorized to execute the certification resolution.

And it was further moved that the Closed Session be continued to Monday September 29, 2025, at 6:30 PM in accordance with State Code 2.2-3711 a(3), disposition of real property and State Code 2.2-3711 a(1), personnel, specifically the appointments or re-appointments to the Towns Boards and Commissions.

Motion, Council Member Ramakis; second, Council Member Springsteen. Motion carried unanimously.

It was moved that the members of the Vienna Town Council be polled to affirm that a closed session was held on Monday September 8, 2025 at 6:30 PM, in accordance with State Code citation 58.1-3965, consultation with legal counsel.and State Code citation 2.2-3711 A7, probable litigation

And it was further moved that the certification resolution be adopted in accordance with State Statutes and that the Town Clerk is authorized to execute the certification resolution.

And it was further moved that the Closed Session be continued to Monday September 29, 2025, at 6:30 PM in accordance with State Code 2.2-3711 a(3), disposition of real property and State Code 2.2-3711 a(1), personnel, specifically the appointments or re-appointments to the Towns Boards and Commissions.

8. Meeting Adjournment

*Mayor Colbert called for a motion to adjourn at 9:25 PM.
Motion, Council Member Brill.*