Town of Vienna

Meeting Minutes
Town Council Work Session

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

Monday, September 16, 2024 | **7:00 PM** | **Vienna Police Department Community Room, 215 Center St. South**

1. Regular Business

Roll Call
Council Present: Council Member Sondra Allen; Council Member Chuck Anderson; Council Member Roy Baldwin; Council Member Ray Brill; Council Member Jessica Ramakis; Council Member Howard Springsteen and Mayor Linda Colbert.
Staff Present: Mercury Payton, Town Manager; Steve Briglia, Town Attorney; David Levy, Director, Planning and Zoning; Marion Serfass, Director, Finance.

24-4604 7:00 p.m. - 8:30 p.m. Capital Improvement Plan 2026-2038

Mayor Colbert opened the Work Session at 7:00 PM by introducing Marion Serfass, Director, Finance to present a summary of the 2025 Capital Improvement Plan (CIP) planning document. The Town will not go out for bond until January 2026. Council was reminded that the meals tax serves as the Town revenue source for payment on borrowed funds.

A status review of 2022/2024 projects was provided. Council comments are included in the following:

- *W&OD Trail project moved to 2026/2028 CIP due to changes by Northern Virginia Regional Park Authority;*
- *Library project is partnership with Fairfax County; Parking garage will help alleviate Town parking problems;*
- *Church Street irrigation project scheduled for completion by spring 2025;*
- *Glyndon Park upgrades and repairs have begun; Many projects were put on hold due to the deadline for ARPA funds expenditure.*

Three funding options were presented to Council for consideration. Only one option did not include construction of an aquatics facility. Projects funded by Bonds (aside from Water and Sewer) are repaid by meals taxes, grants from NVTA, VDOT and other sources.

Council comments included the following:

- *Resident enthusiasm exists now for aquatics center; Urge Council to capitalize on this enthusiasm;*
- *An estimated timeline suggests that earliest completion of an aquatics facility would be 2030;*
- *Must consider raising meals tax; Suggest including a sunset clause;*
- *Potential resistance from restaurant owners if increase meals tax;*
- *Historical data (funding for Town Green through increased meals tax) indicates no effect on restaurant sales; Taxes are not considered as part of the business revenue stream;*
- *Vienna meals tax is lowest among neighboring jurisdictions; Any change in the*

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meals tax would require a public hearing and minor code amendments.

Town Manager Payton reminded Council that the September 30, 2024 Work Session Agenda includes a discussion on aquatics. A full conceptual design will be presented for consideration.

When questioned by Council, Director Serfass identified building improvements as an area not adequately addressed in the current CIP, explaining that necessary planning has not been completed to allow for cost estimation. Council requested additional information when available.

Town Manager Payton asked Council to review all projects up to 2028 with an eye toward which should be moved forward. Each Council Member is asked to submit a list of no more than five projects to Director Serfass by September 25, 2024, with plans to discuss at the September 30, 2024 meeting.

Mayor Colbert called for a break at 9:20 PM. Meeting reconvened at 9:25 PM.

24-4611 8:30 p.m. - 10:00 p.m. Review of 2024 Carryforward Supplemental Appropriations from FY 2024 Budget To FY 2025 Budget

Mayor Colbert recognized Marion Serfass, Director, Finance to present the Item. She explained that carry forward money is available because the Town had a surplus in FY 2024-25 of almost $800,000. The main drivers of this surplus were favorable revenues from business licenses and sales taxes, interest earned on cash deposits and higher than budgeted funds from the State for road maintenance. Additionally, savings from unfilled positions, plus lower than budgeted expenditures mainly in fuel and landfill costs contributed to the surplus.

Comments and questions by Council are summarized as follows:

- *The landscape contractor request would fulfill the need for basic landscape maintenance; Contracting is optimal because it can be scaled back as needed;*
- *Carry forward includes numerous vehicles funded in 2023/2024, but vehicles not yet received; Purchase process approved at the August 2024 Town Council meeting should alleviate this type of back log whereby purchases can be made when vehicles are available; Public Works will provide periodic reports on the receipt of these vehicles.*

Following a brief discussion of personnel requests, Mayor Colbert reminded Council that each department will present their budget requests later in the Fall. All Items under consideration for funding through the surplus have been previously ranked by Council.

Council approved adding consideration of deer control as a Work Session item for October 7, 2024.

2. Meeting Adjournment

With no further discussion, Mayor Colbert concluded the Work Session at 10:15 PM.

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