



Town of Vienna

Meeting Minutes - Draft Town Council Meeting

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

Monday, January 5, 2026

7:30 PM

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

Invocation: Pamela Pitkin, Post Chaplain, Dyer-Gunnell American Legion Post 180

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

1. Roll Call

The meeting was called to order at 7:30 p.m. All members of the Council were present.

Present: 7 - Council Member Chuck Anderson, Council Member Roy Baldwin, Council Member Doug Francis, Council Member Dann Nash, Council Member Jessica Ramakis, Council Member Howard J. Springsteen and Mayor Linda Colbert

2. Acceptance of the Minutes:

Minutes were approved unanimously.

A. [25-5395](#) Draft Minutes for Approval from the December 2nd and December 8th Town Council Meetings

3. 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)

*Patty Esswein, 105 Wilmar Pl. NW, and Lea Giovanniello, 317 Broadleaf Dr. NE:
"The CSC voted this past fall and proposes that the Town of Vienna rezone the Beulah Road property from an unclassified property to a Parks and Recreation Natural Area and subsequently take actions necessary to establish Beulah Road Park.*

As you may recall, this property was deeded to the Town of Vienna for public use forever in 1934. In 1979, the town's comprehensive plan designated the property as a neighborhood park. In 1988, the comprehensive plan called for the development of a master plan to develop the property as a natural neighborhood park. In 1995 and 2000, the comprehensive plan designated the Beulah Road property as an open-space park. Designating and developing Beulah Road Park is consistent with Goal 3, advancing parks and infrastructure, as outlined in the most recent version of the Parks Master Plan, which was presented to Council in July.

In addition, NEVCA has engaged with the town for 25 years to designate and develop the site as parkland and to reduce noise and pollution from the former leaf-mulching operation. With the end of mulching, the property continues to function as a transfer station for leaves collected by Public Works. After 91 years of town ownership, given the unfulfilled promise of Beulah Road Park and the forthcoming update to the town's comprehensive plan, the CSC believes it is time to prioritize the creation of Beulah Road Park.

At the CSC's November meeting, Kelly O'Brien, Deputy Director of Planning and Zoning, said that the first step would be to rezone the Beulah Road property as a

Parks and Recreation area. The CSC proposed that this change be included in their comments for the comprehensive plan and hopes the Council will support it. In addition, the CSC proposes establishing a community-based task force to study the best long-term uses of the Beulah Road property, with the overarching goal of preserving open space and woodland character. We hope you will consider our proposal and, at long last, establish Beulah Road Park."

Miguel Ordonez, 804 DeSale St. SW:

"Whereas Charlie and Maud Robinson were exemplary community members serving the Town of Vienna, the CSC has voted to recommend that the Maud Robinson property, located at 124 Courthouse Road SW, go through the required process to be rezoned to Parks and Conservation and named the Robinson Community Service Memorial Park, and be left in or returned to as natural a condition as possible. We further recommend that the landscape emphasize drought- and flood-resistant native plant species, shrubs, and trees, and be kept free from invasives. The Town of Vienna cannot and should not be expected to do everything regarding this unique proposal. Due to limited public funds and multiple competing demands for financial and personnel resources, we propose that the park be planned, manifested, and perhaps maintained through a public-private-voluntary mechanism to leverage private, corporate, foundation, and non-governmental financial resources, conservation organization expertise, and encourage multi-generational volunteer community involvement.

In addition to being a memorial site, the proposed park could eventually become a regional education and informational resource center on volunteer opportunities, native species, invasive species management, and wildlife-friendly habitat. A simple walking path through the property would honor the Robinsons' enduring legacy of efforts to make Vienna a walking- and bicycle-friendly community. The Town of Vienna Conservation and Sustainability Commission looks forward to working with you to make this vision a reality. Thank you."

Avril Garland, 917 Hillcrest Drive:

"I'm also here to talk about a park—south-side park. Council Member Francis visited this only last week and was rather taken aback by the amount of dead wood. He asked, 'Is this all you have?' He was looking at an area just behind the car park. Many outside visitors see this area as their first introduction to Vienna, and it currently consists of four or five huge dead logs and briars.

The problem isn't the logs—they provide food for insects and birds—but there's nothing else growing. Trees we planted were caged but not watered due to labor constraints. Many have died. Plants grown naturally survive better because their roots and fungal networks are intact. Transplanting plants from pots into hard clay often fails.

Deer are a major problem. While we cage as much as possible, cages fall over and stakes rot. We have removed many bushes, including Japanese holly, leaving blank spaces of dead leaves and mud. Some invasive trees along the sides remain as a resource for volunteers.

I suggest reconsidering the ban on archery in private yards. Archery is legal in Virginia regardless of lot size, and controlled use could help manage deer populations safely. Thank you."

4. Reports/Presentations

A. 25-5400

Public Notice Improvements Update

Presentation from Deputy Director Kelly O'Brien:

Planning and Zoning staff will continue the pilot program for redesigned public notice signs using numbered signage, QR codes, and simplified language. Staff will incorporate the new numbering system into postcards and mailed public notices. Staff will review and improve the functionality and accessibility of the public notice website to ensure transparency. Staff will consider feedback from Council and the public to refine the notice system. Yellow public notice signs will be posted approximately ten days before the first hearing and remain in place through all required hearings, with updates to sign information as hearing dates become available. Staff will monitor the pilot, report on effectiveness, and recommend adjustments if needed.

A. Report and Inquiries of Council Members

Earlier in the meeting, Council Member Roy Baldwin shared that Vienna's High School, James Madison, along with neighboring schools Oakton and Marshall, all ranked top 25 among all the high schools in Northern Virginia.

Council Member Doug Francis will attend training in Richmond through the Virginia Municipal League, covering public official safety, budgeting, zoning, cybersecurity, ethics, and other municipal governance topics.

Council Member Jessica Ramakis welcomed new Council Members and thanked Council Member Chuck Anderson, staff, and the Vienna 250 Committee for organizing a successful New Year and Vienna 250 celebration.

B. Report of the Town Manager

Town Manager Payton welcomed new Council Members on behalf of staff.

C. Report of the Mayor

Mayor Colbert expressed optimism about working with both new and returning Council Members, recognized Judge Shannon's attendance, and discussed upcoming Fairfax County School Board redistricting proposals affecting Vienna students. The Mayor stated she will speak at the public hearing in support of keeping Vienna students assigned to Madison High School.

D. Proposals for Additional Items to the Agenda

Council Member Chuck Anderson motioned to move the electronic participation resolution from the consent agenda to regular business. Council Member Howard Springsteen seconded. The vote passed unanimously.

E. Closed Session Report

"I move that the members of the Vienna Town Council be polled to affirm that a Closed Session was held on Monday, January 5, 2026, at 6:30 p.m. in accordance with State Code §2.2-3711(A)(1) (Personnel)."

And:

"I further move that the Certification Resolution be adopted in accordance with state statutes and that the Town Clerk is authorized to execute the Certification Resolution."

"I further move that the Closed Session be continued later this evening, Monday,

January 5, 2026, after the regular meeting, in accordance with State Code §2.2-3711(A)(1) (Personnel) and §2.2-3711(A)(19) (Town Hall Security Plan). ”

“I move to re-appoint Beth Eachus to the Transportation Safety Commission for a two-year term, beginning January 11, 2026, and expiring January 11, 2028.”

A motion was made by Council Member Ramakis, seconded by Council Member Baldwin, that the closed session be approved. The motion carried by the following vote:

Aye: 7 - Council Member Anderson, Council Member Baldwin, Council Member Francis, Council Member Nash, Council Member Ramakis, Council Member Springsteen and Mayor Colbert

5. Consent Agenda

6. Regular Business

A. 25-5393

Annual Re-adoption of Town Council Electronic Participation Resolution

The Town Attorney explained that the Town Council’s electronic participation resolution must be re-adopted annually due to a recent General Assembly requirement. The resolution’s format was updated slightly, but the substantive provisions, including the number and types of meetings officials can attend electronically, remain unchanged. Staff will coordinate with boards and commissions, which are expected to follow the same policy regarding electronic participation.

Council Member Anderson noted a few clerical issues in the electronic participation resolution, including changing “vice mayor” to “mayor pro tempore” to match the charter and correcting duplicate paragraph labels. The Town Attorney also recommended reviewing references to prior sections for accuracy. Additionally, a substantive question was raised regarding the distinction between paragraph A and paragraph B in the first section.

The Town Attorney explained that the state code governing electronic participation is complex and inconsistently written, and the current resolution mirrors the existing statutory language as closely as possible. The resolution does not change the number of meetings or the physical quorum requirements for elected bodies, though non-elected boards (except the Planning Commission and BZA) have separate provisions. The Town Attorney noted minor readability issues, possible redundancy between paragraphs A and B, and clarified that the resolution allows council members to participate remotely for up to two meetings or 25% of meetings annually, whichever is greater, and emphasized that boards and commissions must adopt their own versions. Council Members discussed concerns that the 25% allowance could permit up to eight remote meetings per year and debated whether to cap it at two meetings instead, noting that physical quorum requirements remain unchanged. The consensus was to proceed with the current resolution as written, monitor its use over the year, and make adjustments if issues arise in future re-adoptions.

Council Member Anderson, moved to approve the proposed resolution with the clerical changes as mentioned in policy on electronic participation of members of the Town Council of Vienna, seconded by Council Member Springsteen. The vote passed unanimously.

A motion was made by Council Member Anderson, seconded by Council Member Springsteen, that the Action Item be approved as amended. The motion carried by the

following vote:

Aye: 7 - Council Member Anderson, Council Member Baldwin, Council Member Francis, Council Member Nash, Council Member Ramakis, Council Member Springsteen and Mayor Colbert

B. 25-5394 Set Jan. 26, 2026 as a Public Hearing on Proposed Updates to Chapter 18 - Zoning and Subdivision

Council Member Springsteen motioned, "I move to set a public hearing on January 26th, 2026 for the proposed changes to chapter 18. The town code is described in attachment 1 and detailed on attachments 2 through 7 or other action deemed necessary by the Council." Seconded by Council Member Nash. The vote passed unanimously.

Council clarified that, following the procedures discussed, the next step would be to hold a public hearing after a vote by two Council Members. After the public hearing, the council would deliberate on the feedback received and decide whether to proceed or make changes based on public input. No additional procedural issues were raised at this time.

A motion was made by Council Member Springsteen, seconded by Council Member Nash, that the Action Item be approve. The motion carried by the following vote:

Aye: 7 - Council Member Anderson, Council Member Baldwin, Council Member Francis, Council Member Nash, Council Member Ramakis, Council Member Springsteen and Mayor Colbert

Second Closed Session Report

Council Member Ramakis made the motion, seconded by Council Member Springsteen

"I move that the members of the Vienna Town Council be polled to affirm that A Second Closed Session was held on January 5, 2026, after the regular meeting in accordance with Virginia Code Section 2.2-3711(A)(3) (Personnel) and Section 2.2-3711(A)(19) (Town Hall Security plan). And "I further move that the Certification Resolution be adopted in accordance with State Statutes, and that the Town Clerk is authorized to execute the Certification Resolution. And I move to make the following appointments of Town Council members to local committees for the 2026-2027 term of Council:

Northern Virginia Regional Commission: Council Member Dann Nash

Town Employee Retirement Committee: Council Member Chuck Anderson

Hunter Mill Land Use Committee: Council Member Doug Francis

Northern Virginia Park Authority: Council Member Chuck Anderson

Northern Virginia Transportation Authority: Council Member Roy Baldwin

PCAC, for NVTA : Mayor Colbert

Hunter Mill District Transportation Advisory Council: Council Members Howard Springsteen and Dann Nash

Greater Tysons Citizens Committee: Council Members Jessica Ramakis and Chuck Anderson

Tysons Community Alliance (formerly Tysons Partnership): Mayor Colbert

Liberty Amendments Month Leadership Committee: Council Members Jessica Ramakis

Mayor Pro Tempore for 2026: Council Member Roy Baldwin, and for 2027, Council Member Doug Francis"

The vote passed unanimously .

Council Member Ramakis further moved , seconded by Council Member Springsteen.

"And I further move that the Closed Session be continued to Monday, January 26,

2026, at 6:30 pm in accordance with Virginia Code Section 2.2-3711(A)(1), for consideration of personnel matters, specifically, the discussion of appointment and /or re-appointment to Town Boards and Commissions.”
The vote passed unanimously.

A motion was made by Council Member Ramakis, seconded by Council Member Springsteen, that the second closed session be approved. The motion carried by the following vote:

Aye: 7 - Council Member Anderson, Council Member Baldwin, Council Member Francis, Council Member Nash, Council Member Ramakis, Council Member Springsteen and Mayor Colbert

7. Meeting Adjournment

Council Member Springsteen motioned to adjourn.

THE TOWN OF VIENNA IS COMMITTED TO FULL COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT STANDARDS. TRANSLATION SERVICES, ASSISTANCE OR ACCOMMODATION REQUESTS FROM PERSONS WITH DISABILITIES ARE TO BE REQUESTED NOT LESS THAN 3 WORKING DAYS BEFORE THE DAY OF THE EVENT. PLEASE CALL (703) 255-6304, OR 711 VIRGINIA RELAY SERVICE FOR THE HEARING IMPAIRED.