



# Town of Vienna

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

## Meeting Minutes Town Council Work Session

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Monday, December 9, 2024

9:00 PM

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

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**will begin after regular meeting**

### 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, Brad Baer, Director, Public Works; Leslie Herman, Director, Parks and Recreation*

#### A. [24-4781](#)

9:30 p.m. - 10:30 p.m. Parks & Recreation Master Plan - Our Plan to Play

*Due to technical difficulties, no recording was available.*

*Mayor Colbert opened the Work Session at 9:00 PM calling on Leslie Herman, Director, Parks and Recreation to present the Item for consideration.*

*The Town has contracted with Kimley-Horn (David Samba, Kimley-Horn, Project Manager and Jeff Holzer, Kimley-Horn, Deputy Project Manager) to conduct the Town's first Parks & Recreation Master Plan. The Town is committed to prioritizing the longevity, access, safety, and opportunity of parklands and recreational facilities. This project will identify the needs of existing and future residents to elevate and improve open spaces, trails, and community gathering places.*

*Two Staff focus groups and two community meetings along with an existing conditions assessment have been conducted. Further, both a statistical survey and a community survey were conducted. The statistical survey was mailed, randomly, to 1,000 households in Vienna with a response of 318 households. An additional 12 households completed and returned surveys prior to the completion of this summary report. Overall total response rate was found to be 33 percent with the following statistical significance: there is a 95 percent chance that the statistical survey responses represent the perspectives of the entire town with a 5.35 percent error.*

*Community Survey The community survey was available for anyone to access online, in English or Spanish, via website. A total of 576 responses were submitted.*

*Results of the surveys suggested that the primary priority is the improvement, maintenance and quality of existing facilities, followed by implementation over the next decade up to two strategic, cost, and/or Department capital investment projects that address resident and staff needs.*

**The Department of Parks & Recreation staff recommends that the Town Council provide**

input on the Parks & Recreation Master Plan recommendations and final steps to direct completion of the Master Plan.

## 2. Meeting Adjournment

*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.*

DRAFT