



# Town of Vienna

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

## Meeting Minutes - Final Town Council Work Session

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Monday, June 10, 2024

7:00 PM

Vienna Police Department Community Room,  
215 Center St. South

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### 1. Regular Business

*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; Leslie Herman, Director, Planning and Zoning; Brad Baer, Director, Public Works*

*Mayor Colbert opened the Work Session at 7:00 PM.*

#### A. [24-4471](#)

#### 7:00p.m. - 8:00p.m. Parks & Recreation Master Plan - Our Plan to Play

*Mayor Colbert called on Deputy Director Parks and Recreation to present the Item for consideration. She introduced David Samba, Project Manager and Jeff Holzer, Deputy Project Manager, Kimley Horn.*

*The Town's commitment to prioritizing the longevity, access, safety, and opportunity of parklands and recreational facilities has led to commissioning of the first Parks Master Plan. The Plan is an effort to identify the needs of existing and future residents so as to elevate and improve open spaces, trails, and community gathering places. The presentation provided a progress report from February 2024 through May 2024 including a comprehensive overview of the activities completed to date.*

*Council comments and concerns are summarized as follows:*

- *Results will assist Town in better understanding why various sites aren't scoring as high as hoped;*
- *Consider including "safety" as an additional component of the field analysis;*
- *Urge greater use of "meeting-in-a-box";*
- *Suggest attendance at various community group meetings;*
- *Consider adding park usage component; Would contribute to better distribution of resources;*
- *Urge greater visibility of participation request in Vienna Voice;*
- *Consider questions to probe citizen opinion of funding sources for improving parks and programing; Should investigate attitudes toward tax increases or program cuts to fund this request; Can be addressed in the visioning workshops;*
- *Determine what are the greatest unmet needs of the community;*
- *Suggest looking at comparative crime/density communities.*

*Action Item: Deputy Director, Parks and Recreation will provide a list of all community groups who have received the survey.*

*With no further comments from Council, Mayor Colbert thanked the presenters and called for a break at 8:15 PM. Meeting reconvened at 8:22 PM.*

**B. [24-4478](#)****8:00p.m. - 9:00p.m. Work Session - Sidewalks after Robinson Trust**

*Mayor Colbert recognized Brad Baer, Director, Public Works to present the Item for consideration. With the conclusion of the Maud Robinson Trust Sidewalk Project Council is challenged to consider how to move forward with the remaining sidewalk projects throughout Town. In general, future funding is a Capital Improvement Plan question. Currently the CIP includes eight projects totaling \$17 Million over the next ten years.*

*Council comments are summarized as follows:*

- *Utilizing sidewalk configuration options for installation should be continued in efforts to save trees, etc.; Value adaptability;*
- *Preference is inclusion of utility strip (tree lawn) as it places upkeep of trees under care of Town and increases tree canopy;*
- *Research supports that pushing sidewalks to edge of street does not necessarily create a safety issue – forces slower speeds;*
- *Endorse use of permeable (porous) surfaces around trees;*
- *Retaining walls are expensive, may require railing; Where acceptable, will use other alternatives;*
- *Future projects will cost about \$1,000/Sq. Ft. due to need for curb and gutter, etc.;*
- *Consider establishing 1-2% budget for future sidewalks (to be added to outside funds) to complete existing sidewalk systems throughout Town;*
- *Should also address areas throughout Town where sidewalks were not deemed appropriate for Robinson Trust funding due to no curb and gutter.*

*Council also considered the issue of Robinson Trust funding for tree planting in utility strips. Currently residents are given the option to opt out of tree planting in the utility strip. Of 70 tree planting sites identified to date, 25 will not be planted at decision of resident. Council discussed whether to offer a smaller ornamental tree in place of the selected large replacement tree. The reduced lifespan of an ornamental tree as well as the limited amount of funding for this effort suggests that this should not be an option. The Town Arborist determines the best type of tree for each site selected, and should a resident not wish a planting, it was suggested that the process move to the next available site. Alternatively, several Council Members voiced support for ornamental trees, noting that any tree is better than no tree. A decision on this issue will be handled administratively.*

*Mayor Colbert called for a recess at 9:30 PM. Meeting reconvened at 9:35 PM.*

**C. [24-4482](#)****9:00p.m. - 10:00p.m. Vienna Annex Long-Term Use Study - Review Market Analysis and Business Operational Plan**

*Mayor Colbert called on Leslie Herman, Director, Parks and Recreation to present the Item. She introduced Martin Kimmel and Corey Dockman, Kemmel/Bogrette and Darren Barr, Ballard King to present the findings.*

*Audio unavailable for Mr. Barr*

*Since acquisition of the Annex site, 301 Center St. S., Council has been assessing best use options for this property in the heart of Vienna. In February 2024, Council approved moving forward with the Market Analysis and Business Planning component of the overall long term use study. The project team has analyzed market*

conditions and developed options that adopt desired programming to the targeted community demographics based on national trends and available space. A total of four options were presented for consideration by Council.

- Option 1 - Community, Wellness, & Aquatics (Lap Pool + Instruction);
- Option 2 - Community, Wellness and Aquatics – Leisure Pool;
- Option 3 - Community & Wellness Program (Fitness);
- Option 4 - Outdoor Community Gathering Program

Comments are summarized as follows:

- Option 2 (Community, Wellness and Aquatics – Leisure Pool) offers the greatest flexibility for all ages;
- Neither of the options offering aquatics solves the problem of an outdoor swimming pool; Cannot compare this proposal with that of a summer outdoor pool facility;
- Membership model offers greatest financial stability; Provides for a regular recurring expense; Most common model;
- Concern about competition with Oak Mar;
- Addresses gaps in Town offerings;
- This represents the first step in educating residents about what is potentially available and how much it will cost;
- Provides direction to the budget committee; Requires building financial model that would take current revenues and project that out 6-10 years;
- Might consider public/private partnership;
- Option 2 would require taking current Parks and Recreation budget of \$4 Million and adding approximately \$350 Million in operational costs; Town has chosen to fund operational costs through Meals Tax; Amount of money Town can borrow is limited to the amount of meals tax and how much can be repaid, unless choose to borrow more or raise taxes;
- Next step should include realistic projections on capital costs as well as impact of operating costs on budget;
- Parks Master Plan should help determine this use; Inclusion in future CIP does not preclude Parks Master Plan results informing on the CIP.

Council supported further investigation into Option 2.

Action Item: Staff will include these numbers in future CIP and see where it will fit with normal revenue pace. Council requests that any resultant CIP project deferrals/eliminations be listed.

## 2. Meeting Adjournment

Mayor Colbert closed the meeting at 10:50 PM.

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