



# Town of Vienna

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

## Meeting Agenda Town Council Meeting

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Monday, September 29, 2025

7:30 PM

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

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**Invocation: John Russo, Baha'i Community of the Town of Vienna**

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

### 1. Roll Call

### 2. Acceptance of the Minutes:

- A. [25-5275](#) Acceptance of the Draft Minutes of August 25th and September 8th Regular Town Council Meetings

Attachments: [1. Draft August 25, 2025 Town Council Meeting Minutes](#)  
[2. Draft September 8 2025 Town Council Minutes](#)

### 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)

### 4. Reports/Presentations

1. Government Finance Officers Association (GFOA) Triple Crown: Budgeting and Financial Reporting
  - A. Report and Inquiries of Council Members
  - B. Report of the Town Manager
  - C. Report of the Mayor
  - D. Proposals for Additional Items to the Agenda
  - E. Closed Session Report

### 5. Regular Business



- A. [25-5207](#) 8:00 p.m. - 8:15 p.m. Ratify approval to award a town-wide copier services purchase order to Ubeo Midco, LLC for Fiscal Year 2026
- Attachments: [1 Copier Service Summary](#)  
[2 Sourcewell Price Catalog](#)  
[3 RFP and Addendums-Copiers](#)  
[4 Sharp Contract](#)
- B. [25-5264](#) 8:15 p.m. - 8:45 p.m. Proposed Updates to Chapter 18 - Zoning and Subdivision: Response to State Code Changes and Other Items
- Attachments: [01 - Staff Memo - Edits of Zoning and Subdivision Ord - September 29 2025](#)  
[02 - ARTICLE 2 - Sec. 18-213. Lot coverage. - Proposed Edits](#)  
[03 - ARTICLE 3 - Principal & Accessory Use Tables - Proposed Edits](#)  
[04 - ARTICLE 3 - Sec. 18 323. Drive Through Facilities. - Proposed Edits](#)  
[05 - ARTICLE 3 - Sec. 18 340. Religious Assembly. - Proposed Edits](#)  
[06 - ARTICLE 6 - Subdivision - Prop Edits](#)  
[07 - ARTICLE 8 - Administration, Procedures, and Enforcement - Proposed Edits](#)  
[08 - Relevant Virginia Acts of Assembly from 2025 Session](#)
- C. [25-5265](#) 8:45 p.m. - 9:15 p.m. Strategic Plan: Potential Adoption
- Attachments: [Attach 01 - REDLINE Strategic Plan Draft - Updated for TC 9-29-25](#)  
[Attach 02 - CLEAN Strategic Plan Draft - Updated for TC 9-29-25](#)
- D. [25-5272](#) 9:15 p.m. - 9:45 p.m. Intent to Adopt - Amendment to Town Code, Chapter 6, Section 6-33 Levy, to Increase the Meals Tax Rate from 3% to 4%
- Attachments: [1. Meals Tax Intent to Adopt Notice](#)  
[2. Meals Tax Amendment](#)  
[3. Reg Require Adopt Meals Tax Rate](#)

6. Second Closed Session Report

## 7. Meeting Adjournment