



Town of Vienna

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

Meeting Agenda Town Council Meeting

Monday, December 9, 2024

7:30 PM

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

Invocation: Mercury Payton, Town Manager

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

1. Roll Call

2. Acceptance of the Minutes:

- A. [24-4787](#) Acceptance of the Regular Council Meeting Minutes of November 18, 2024

Attachments: [Draft Meeting Minutes November 18, 2024](#)

**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. 7:45 p.m. - 8:00 p.m. - Reports/Presentations

- A. [24-4779](#) Presentation of the 2024 Annual Comprehensive Financial Report (ACFR)

Attachments: [1. Regulatory Requirements for Agenda Items- ACFR presentation](#)
[2. FY24 Management Letter - Vienna](#)
[3. FY24 Governance Letter - Vienna](#)
[4. FY24 ACFR Vienna](#)

- 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. 8:00 p.m. - 8:10 p.m. - Consent Agenda

- A. [24-4697](#) Request for approval to award construction of ARPA funded brick pattern asphalt stamped crosswalk at two intersections located on Maple Ave at East Street and Lawyers/Courthouse Roads.

Attachments:

- [1. Construction Drawings - Maple at Park & East - July 2024](#)
- [2. On Call Estimate - Sagres - Maple & East - Nov 13, 2024](#)
- [3. On Call Estimate - Sagres - Maple & Lawyers - Nov 13, 2024](#)
- [4. IFB 24-12 - On Call Roadway Maintenance - June 07, 2024](#)
- [5. Regulatory Requirements for 24-4697 Agenda Items Rev - October 04, 2024](#)

- B. [24-4786](#) Appointment of Treasurer

Attachments: [Reg Require Appoint Treasurer](#)

6. 8:10 p.m. - 9:10 p.m. - Regular Business

- A. [24-4780](#) 8:10 p.m. - 8:40 p.m. - Intent to Adopt Change to Meals Tax Collection Method for Certain Town-Sponsored Events.

Attachments:

- [1. Notice Intent to Adopt- Flat Tax wTA Edits 12-9-2024](#)
- [2. ORDINANCE Meals Tax Flat Fee w amendment to include Town based food vendor](#)
- [3. Reg Require Adopt Meals tax spec events](#)

- B. [24-4782](#) 8:40 p.m. - 8:55 p.m. - Intent to Adopt - Zoning Amendments to Allow Accessory Living Units, With Regulations

Attachments:

- [01 - ALU Amdmts Redline - Ch 18 Articles 2 3 4A 9](#)
- [02 - ALU Amdmts Clean - Ch 18 Articles 2 3 4A 9](#)
- [03 - PC Chair memo to TC - ALU Recommendation - 11.13.2024](#)
- [04 - Regulatory Requirements Form - ALUs 12-9-24](#)

- C. [24-4783](#) 8:55 p.m. - 9:10 p.m. - Amendment to Town Code Chapter 6, Section 6-33 Levy, to Increase the Meals Tax Rate from 3% to 4% For a Period of 10 Years

Attachments:

- [1. 12.09.24 FINAL Annex Facility Funding update 12-3-24](#)
- [2. Ordinance MealsTax4% 2024 Amendments wSunset 10 years](#)
- [3. Reg Require - Iner meals tax](#)
- [4. Appendix B - Vienna Annex - Engagement Summary - Updated 2024.11.26](#)
- [5. Attachment 5 - Final Meals Tax Increase Community Feedback Results](#)

7. 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.

