



Town of Vienna

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

Meeting Agenda Town Council Meeting

Monday, April 11, 2022

8:00 PM

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

Invocation: Mercury Payton, Town Manager

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

1. Roll Call

2. Approval of the Minutes:

- A. [22-3060](#) Acceptance of the Regular Council Meeting Minutes of March 21, 2022 and the Conference Session Minutes of March 12, 2022 and March 14, 2022.

Attachments:

- [1. Draft Council Meeting Minutes 3-21-2022](#)
- [2. Draft Conference Session Minutes 3-12-2022](#)
- [3. Draft Conference Session Minutes 3-14-2022](#)
- [4. Draft Conference session minutes 3-28-2022](#)

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

- 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

5. Public Hearings

- A. [22-3035](#) Public Hearing for 2022-23 Budget

Attachments: [1. Notice of budget public hearing with attachment](#)
[2. Reg Require Budget Pub Hearing](#)

- B. [22-3031](#) Public Hearing on FY 2022-23 Water and Sewer Rates

Attachments: [1. Regulatory Requirements for Agenda Items- FY23 W&S Rate Public Hearing](#)
[2. Notice of Public Hearing Water and Sewer Rates FY22-23 FINAL](#)
[3. W&S rates FY23 mark ups](#)
[4. Sec. 1 13. Schedule of public works fees 2022 Red-lined](#)

6. Consent Agenda

- A. [22-3025](#) Increase Appropriation with Davenport & Company LLC for 2022 Bond Issue Financial Advisory Services

Attachments: [1 - Davenport PO 20220425](#)
[2 -Davenport bill](#)
[3 - Regulatory Requirements for Agenda Items- Regular procure Davenport](#)

- B. [22-3036](#) Request approval of Memorandum of Understanding between Vienna Little League and Town of Vienna for use of Yeonas Park during the Fourth of July 2022 entertainment and fireworks show.

Attachments: [1. Regulatory Requirements for Agenda Items- VLL MOU 2022](#)
[2. MOU July 4 2022 Yeonas Park](#)

- C. [22-3034](#) Set a public hearing to consider alley vacation of 115 Wilmar Place NW

Attachments: [1. 115 Wilmar app](#)
[2. VIEWERS RPT 15-FT ALLEY--AYR HILL NW WILMAR PL NW WILMAR](#)
[3. 115 Wilmar - County assessment](#)
[4. 115 Wilmar - letter from neighbor](#)
[5. 115 Wilmar deed](#)
[6. 115 Wilmar plat](#)
[7. 115 Wilmar purchase cost](#)
[8. 03-22-2022 Wilmar Place NW Alley Map](#)

7. Regular Business

- A. [22-3039](#) Request to Approve a Design Contract for Kingsley Road SW Sidewalk
 ..Body

EXPLANATION AND SUMMARY:

This project will add sidewalk along Kingsley Road from 124 to 106 Kingsley Road SW.

This project is fully funded (design and construction) by VDOT - CMAQ/Urban Funds.

In 2012 Town Council authorized a design contract for new sidewalk along Kingsley Road SW. This project is an element of the “Walk to Vienna Metro Initiative” which closes missing links in the Town’s pedestrian and bicycle network and helps residents to walk or bicycle to the Vienna Metro Station. The design was initiated in 2012, but due to a funding shortage, the project was placed on hold.

The Town recently acquired VDOT funds to update the design to current design standards, finalize the design plans, and construction the new sidewalk.

The new sidewalk will run from 124 to 106 Kingsley Road SW and so sidewalk will be constructed along the frontage of 124, 122, 120, 118, 114, 112, 110, 108, and 106 Kingsley Road.

Award is recommended to be made in the amount of \$107,421.80 to:
Whitman, Requardt, & Associates, LLP (WRA) under RFP 17-02
3701 Pender Drive, Suite 450
Fairfax, VA 22030

Staff requests approval of expenditure for the contract amount: \$107,421.80.

Departmental Recommendation: Recommend award of the construction contract.

Finance Recommendation: Recommend award of contract.

Purchasing Recommendation: Recommend approval

Town Attorney Recommendation: The Town Council may approve the proposed sidewalk construction and expenditure of funds in its discretion.

Town Manager’s Recommendation: I recommend the Town Council award the design contract under RFP 17-02 for the design of the Kingsley Project to

Whitman, Requardt, & Associates, LLP, as presented.

Cost and Financing: \$107,421.80

Account Number: 422KGSW033 - S/W to Metrorail via Kingsley Rd
300-000-0000-39445-48801 - Kingsley Rd S/W A&E

SERVICES

Decision Needed by This date: April 11, 2022

PROPOSED/SUGGESTED MOTION

Attachments:

- [1. WRA Kingsley Sidewalk Design Services Scope and Fee 03-17-2022](#)
- [2. Final Excuted PAroject Agreement for ViennaTown-UPC106963](#)
- [3. 22-3039 - Regulatory Requirements for Agenda Items Rev 032322](#)

- B.** [22-3027](#) Consideration to Initiate Design of Robinson Trust Sidewalk Projects with Urban, Ltd.

Attachments:

- [1. Notice to Owners- Hillcrest DR SW](#)
- [2. Proposal-Urban-Hillcrest Survey and Study- Mar 2022-22-159.R1](#)
- [3. Hillcrest Dr SW- Location Map- Mar21, 2022](#)
- [4. Notice to Owners- Courthouse Rd SW Project](#)
- [5. Proposal-Urban- Cthse Rd SW- Survey and Design- Mar 2022-22-108.R1](#)
- [6. Courthouse Rd SW- Location Map](#)
- [7. 22-3027 - Regulatory Requirements for Agenda Items Rev 032122](#)

- C.** [22-3028](#) Consideration to Initiate Final Design of a Curb, Gutter, and Sidewalk Project for Church Street NE with Urban, Ltd.

Attachments:

- [1. Notice to Owners- Church St NE](#)
- [2. Proposal- Church St- Urban Ltd-20-650.R4](#)
- [3. Church St NE- Location Map](#)
- [4. Signed Church Orchard St Projects Approval_06282021](#)
- [5. 22-3028 - Regulatory Requirements for Agenda Items Rev 032122](#)

- D.** [22-3030](#) Consideration to Initiate Final Design of Robinson Trust Sidewalk Projects with Whitman, Requardt, & Associates, Ltd.

Attachments:

- [1. Notice to Owners- Follin Ln SE Project](#)
- [2. Proposal-WRA-Follin Lane SE - 2022-03-10](#)
- [3. Notice to Owners- Branch Rd SE Including Locust SE Project](#)
- [4. Proposal-WRA- Branch Locust SE - Task 03-10-22](#)
- [5. Follin Ln SE and Branch Rd SE Projects- Location Map](#)
- [6. 22-3030 - Regulatory Requirements for Agenda Items Rev 032122](#)

- E. [22-2985](#) Approve Debt Management Policy
- Attachments: [1. Vienna Debt Management Policy DRAFT](#)
- F. [22-3021](#) Amend Town Code Chapter 6, Section 6-4.2, Eligibility for (Real Estate Tax)
 Exemption or Deferral
- Attachments: [1. Town of Vienna Tax Relief](#)
 [2. Town Code Chapter 6 Section 6-4 redlined](#)
 [3. Town Code Chapter 6 Section 6-4-2 with changes](#)
 [4. Reg Require Ord change](#)
 [5. Notice of Intent to Adopt Chapter 6, Section 6-42 Real property tax](#)

8. 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.