



Town of Vienna

Meeting Minutes

Town Council Meeting

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

Monday, May 5, 2025

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

Mayor Colbert read into the record portions of the Town Code Chapter 2, article 3 as related to the conduct of Town Council.

1. Roll Call

Present: 7 - Sandra Allen, Chuck Anderson, Roy Baldwin, Ray Brill Jr., Jessica Ramakis, Howard J. Springsteen and Linda Colbert

2. Acceptance of the Minutes:

[25-5061](#)

Acceptance of the Council Meeting Minutes of April 7, 2025 and the Work Session Minutes of April 21, 2025

The Town Council Meeting Minutes of April 7, 2025 and the Work Session Minutes of April 21, 2025 were approved with revisions.

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

[25-5070](#)

Proclamation for Congressman Gerald E. Connolly

Council approved a proclamation congratulating Congressman Gerald Connolly on 30 years of support for the Town of Vienna, the 11th District and the Nation.

[25-5023](#)

Proclamation for Economic Development Week 2025

Council approved a proclamation declaring May 11, 2025-May 17, 2025 as Economic Development Week in the Town of Vienna.

A. Report and Inquiries of Council Members

Mayor Colbert opened the floor for reports from Council.

Council Member Ramakis remarked on attendance at the opening of the Farmers Market, Saturday, May 3, 2025, thanking the Optimist Club for their continued effort. She also thanked Brad Baer, Director, Public Works, for the presence of the composting drop off at the Farmers Market.

Council Member Anderson complemented Council Member Ray Brill on his May

Vienna Voice article.

Council Member Allen noted that a driving force for her as a Council Member is the issue of mental health, especially for youth. Given the addictive nature of social media and cell phones it is important to safeguard our young people.

Council Member Brill thanked Council Member Anderson for his kind remarks. He also noted that May 7 marks the signing of the WWII treaty to end that war. There is yet another conflict overseas. It is his hope that every citizen will honor those who selflessly served their country so we will not need to go to war again. He urged that citizens must stand up for what is right and think of others before themselves.

Council Member Baldwin requested that the Town Code language be updated to reflect both masculine and feminine roles.

B. Report of the Town Manager

No Report

C. Report of the Mayor

Mayor Colbert noted that May is Mental Health Awareness Month.

The Conservation and Sustainability Commission held it's native plant sale on Saturday, May 3, 2025.

Friday, May 9, 2025 the Mayor, along with Town Manager Payton, will host the Town Association of Northern Virginia luncheon. The subjects under discussion include beautification, town relationships and the legislative session.

D. Proposals for Additional Items to the Agenda

E. Closed Session Report

5. Regular Business

[25-5057](#)

Town Council Authorization for the Town Manager to execute a Standard Project Agreement (SPA) for Funding and Administration between the Town of Vienna and the Northern Virginia Transportation Authority (NVTA) for the Vienna-Carter Library Parking Garage, to provide commuter parking availability.

..Body

DATE(S) OF PRIOR COUNCIL CONSIDERATION OF THIS ISSUE:

Dec. 11, 2017 - Council approved to adopt a NVTA resolution to approve a grant application for a public parking to include commuter parking capacity, TransAction Project ID #199 - Vienna Metrorail Access Improvements.

Jan. 19, 2018 - Council moved to set a public hearing on a proposed public parking floor, with commuter parking capacity on Mill Street, NW, on Feb. 26, 2018.

Feb. 26, 2018 - Public hearing to discuss Town's purchase of public parking condominium on 223-241 Mill St., NE.

March 12, 2018 - Defer discussion of the purchase of a floor in the proposed Mill Street project for public parking located at 223-241 Mill St. NE, to a future Council Meeting.

June 4, 2018 - Council moved to approve the proposed purchase of a condominium interest, specifically a second-floor public parking garage with 121 parking spaces in the building to be built by Mill Street Development One, LLC at 223-241 Mill St., NE, for the total purchase price of \$4,600,000.

Jan. 28, 2019 - The Town Manager reported that the Mill Street Parking Garage project contract is no longer in place. The terms that were agreed upon the developer wanted to alter and the alterations to that existing contract were not in line with what the Town was satisfied with. The Town remains committed to public parking and is currently in discussions with other entities about that. It is a Town priority to identify public parking.

June 11, 2020 - Approve design and construction agreement with Fairfax County to develop garage and parking.

June 7, 2021 - Approve continued participation in Development Agreement for Vienna-Carter Library public parking.

Jan. 24, 2022 - Approve funding for Vienna-Carter Library Parking Garage Design.

Sept. 12, 2022 - Approve continued participation in Development Agreement for Vienna-Carter Library public parking.

Dec. 4, 2023 - Approve continued agreement with Fairfax County to Renovate Vienna-Carter Library and Build a Parking Garage and Amending Financial Participation in Project.

Oct. 28, 2024 - Town Council approved site plan modifications and the landscaping plan for the proposed Library and Parking Garage project.

EXPLANATION AND SUMMARY:

Request: The Department of Public Works (DPW) requests Town Council approval to authorize a Standard Project Agreement (SPA) for Funding and Administration between the Town of Vienna and the Northern Virginia Transportation Authority

(NVTa) for the Vienna-Carter Library Parking Garage project.

Additionally, DPW requests Town Council approval to authorize the Town Manager to execute any such documents necessary and/or appropriate to affect the intent of this resolution and sign the attached Standard Project Agreement.

Project description: In 2018, the Town was awarded NVTa grant funding for a public parking garage on Mill Street. To receive the grant funding, an SPA with NVTa is needed. One of the necessary attachments of the SPA is Appendix E, the governing body's authorization. Once authorized by Town Council and approved by the NVTa Board, the SPA will enable the Town to secure and receive \$2.3 million in grant funding to offset its share of construction costs for the parking garage, with the inclusion of commuter parking capacity, for this joint project with Fairfax County. The County has acknowledged the need to facilitate commuter parking within the facility. The SPA will also approve the official location change from Mill Street to the current location at the Vienna-Carter Library, 101 Maple Ave., E, Vienna.

The maximum Town construction payment for its share of the parking garage is the lesser of 19% of the total cost of construction or \$4,790,000. This \$2.3 million grant plus \$2.49 million in previously approved and issued 2020 Town bond funds are being used to pay for the Town's share of the garage.

The Vienna-Carter Library construction will include a 209-space parking garage. 125 of the spaces, funded by Fairfax County, will be dedicated for library patron and employee use. The remaining 84 spaces, funded by the Town with support from NVTa, will be dedicated for commuter parking use (public parking after hours) on the Route 123 corridor.

Background: As outlined in the "Prior Council Consideration of this Issue" section of this report, the Town has been working with NVTa and Fairfax County since 2018 to build a parking garage, with the inclusion of commuter parking capacity, and to reconstruct the Vienna-Carter Library at the corner of Maple Avenue and Center Street.

In February 2022, the Town paid \$663,000 for its share of the design contract. The design of the library and parking structure is now complete and has been approved by all governing bodies impacted by the project. The Town Council reviewed and approved the site plan modifications on Oct. 28, 2024.

Fairfax County has initiated the procurement process for the construction and anticipates construction activities to begin in the summer of 2025. Approval of the SPA is required for the Town to proceed with an amendment to the design and construction agreement with Fairfax County and to make its installment payments.

Next steps: Once approved by Council, the Town Manager will execute (sign) the applicable SPA documents for the Vienna-Carter Library parking garage.

Expected completion time frame: Once the documents are executed by the Town Manager, staff will submit the documentation to NVTa for review and then the NVTa board will officially review and vote on the agreement at the June 12, 2025, NVTa Board Authority meeting.

Strategic Plan Initiative: *Efficiently Mobile Community*

Departmental Recommendation: Recommend approval.

Finance Recommendation: N/A

Purchasing Recommendation: N/A

Town Attorney Recommendation:

Town Manager's Recommendation:

Cost and Financing: \$2,300,000

Project Account: 300-000-0000-39420-48803, Project 820LBGP038

Prior Funding Approval: 2020 CIP and Bond Issue

Decision Needed by This date: May 5, 2025

PROPOSED/SUGGESTED MOTION

Mayor Colbert called on Brad Baer, Director, Public Works, to present the Item for consideration.

The following includes a summary of comments by Council:

- *Discrepancy in reported budget figures resulted from Council decision to increase budget from preliminary estimate, as outlined in the addendum;*
- *Construction contract not yet signed; Town obligated to the lesser of 19% of the total cost of construction or \$4,200,000;*
- *Town responsible for 50% of expenses related to facility upkeep; Estimates for operating maintenance will be worked into the operating budget;*
- *Request more specific cost information on maintenance costs.*

With no additional comments, Mayor Colbert called for a motion on the Item.

A motion was made to authorize the execution of a standard project agreement between the Town of Vienna and the Northern Virginia Transportation Authority for construction of the Vienna-Carter Parking Garage project.

It was further moved to authorize the Town Manager to execute any such documents necessary and/or appropriate to affect the intent of this resolution and sign the

attached Standard Project Agreement for funding from the Northern Virginia Transportation Authority.

Motion, Council Member Springsteen; second, Council Member Anderson. Motion carried unanimously.

"I move to authorize the execution of a standard project agreement between the Town of Vienna and the Northern Virginia Transportation Authority for construction of the Vienna-Carter Parking Garage project"

And

"I further move to authorize the Town Manager to execute any such documents necessary and/or appropriate to affect the intent of this resolution and sign the attached Standard Project Agreement for funding from the Northern Virginia Transportation Authority"

Or

Other action deemed necessary by Council.

Aye: 7 - Allen, Anderson, Baldwin, Brill, Ramakis, Springsteen and Colbert

6. Meeting Adjournment

Mayor Colbert called for a motion to adjourn at 8:20 PM.

Motion, Council Member Springsteen; second, Council Member Baldwin.

6. Meeting Adjournment

Aye: 7 - Allen, Anderson, Baldwin, Brill, Ramakis, Springsteen and Colbert

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.