



Town of Vienna

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

Meeting Minutes Town Council Work Session

Monday, August 31, 2020

7:30 PM

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

Work Session

- A. [20-1843](#) Resolution for Continuity of Government

1. Regular Business

- A. [20-1827](#) Strategic Plan Update

Town Manager Mercury Payton opened the Work Session at 7:30 PM. He introduced Lynne Coan, Marketing and Communications Manager, to provide a Strategic Plan Status Update. He noted that future plans include creation of an annual report.

Ms. Coan opened with a brief history of the adoption of a five-year Strategic Plan in April, 2019. Over many work sessions eight goals were identified for the Town. Out of these goals, 27 strategies and objectives and 129 action steps created. While the COVID 19 pandemic has had an impact on the realization of the year one objectives, various items were deemed critical and thus addressed sooner than planned. Overall, the pandemic has caused a need to refocus.

Indicating that an earlier correspondence provided the full report, Ms. Coan briefly discussed thirteen actions taken over the last year. All 27 objectives and 129 action items were reviewed in the report.

Following the presentation Council Member Potter requested a hard copy to include a summary of all items accomplished.

Council Member Springsteen, addressing the objective to reduce energy usage in Town facilities and operations, questioned whether consideration had been given to the purchase or lease of electrical vehicles rather than only hybrid. Ms. Coan pointed out that over next four years, the plan is to add two electric vehicles to the Town fleet.

Council Member Springsteen also addressed the action item to increase officer visibility through full staffing and directed patrols urging that police officer hiring must be considered a priority.

Council Member Brill suggested that it might be useful to reduce some of the items identified in the Strategic Plan in order to focus on those with the greatest priority. He recommended a Work Session to review the entire Strategic Plan.

Council Member Springsteen replied that, while the document could possibly be shortened, as a participant in the creation of the original document, it might be difficult to accomplish.

In response to Council Member Sommers inquiry regarding life cycle costs, Director Serfass indicated that these costs were included for some items.

Council Member Brill expressed concern that the document, as written, is not action oriented, and suggested that the items be ranked in order of importance. Town Manager Payton indicated that the top eight items could be quickly ranked and sent to the Council. He also noted that a longer Work Session will be planned for the next annual update.

2. Meeting Adjournment

The Work Session concluded at 7:55 PM.

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