



Town of Vienna

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

Meeting Minutes

Town Council Conference Session

Monday, May 10, 2021

7:30 PM

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

1. Resolution

A. [21-2260](#) Resolution for Continuity of Government

Mayor Linda Colbert read into the record the Continuity of Government. The Resolution was approved through voice vote.

2. Regular Business

Council: Council Member Ray Brill Jr; Council Member Steve Potter (via ZOOM), Council Member Ed Somers; Council Member Howard J. Springsteen and Mayor Linda Colbert. Absent: Council Member Nisha Patel, Council Member Chuck Anderson.

Staff: Mercury Peyton, Town Manager; Mike Gallagher, Director of Public Works; Shelley Kozlowski, Deputy Town Clerk; Steve Briglia, Town Attorney; Marion Serfass, Director, Finance; Robert Froh, Project Manager, Public Works; Alsinia Ervin, Engineer, Public Works; Natalie Monkou, Manager, Economic Development (via ZOOM).

A. [21-2261](#) Plan Moving Forward with the Maud Robinson Trust for Sidewalks

Mayor Colbert called on Mike Gallagher, Director, Public Works to present the first item for discussion. Outreach has been initiated on all of the original list of 24 projects. Four are in final design, nine projects have been authorized for design with the condition to obtain specific approval of the project before pursuing final design, four are not recommended by DPW, one was not authorized for design (Melody Ln SE from Lullaby to the end of the street) and six projects require more outreach.

DPW is in the process of compiling a larger comprehensive list, including street segments submitted to DPW for consideration, to determine all street projects that are eligible for, and meet the Robinson funding criteria. So far, six streets have been added by request: Church Street NE, Ware Street SW, Glen Ave SW, Cottage Street SW, Frederick Street SW, and Adahi Road SE. DPW will use this comprehensive list to determine which streets can be added.

Four projects that will be constructed by the end of calendar year 2021: Cabin Road SE, Plum Street SW, Holmes Drive NE, and Pleasant Street SW. Pleasant Street SW was not a project on an initial list; it was shelved, shovel ready, in 2015 due to depletion of the Walk to Downtown federal funding. Staff specifically requested and received, approval from the Trust, to construct this project.

The 2022 projects have been divided into four groups with varying start dates. A nine-month design phase prefaces the actual construction phase. It was pointed out that Group 1 will need to be authorized by Council in early June of this year.

Responses to Key Council comments/concerns are summarized as follows:

- *Transparency is critical; all attachments to this presentation should be posted to the website;*
- *Need to pick up pace of work; funding ends fall 2024; post to website;*
- *Street scoring data, categorization and notes will be made public;*
- *Every street throughout Vienna physically assessed (275 streets) against original criteria; added 13 new projects (six Cul-de-sacs); Cul de sacs are lower priority, will be considered at a later date;*
- *Street selection largely based upon amount of traffic and overall safety, as well as connectivity (missing link projects -14 identified);*
- *Five of original 29 projects identified potentially qualify for CARES funding in conjunction with Robinson funds;*
- *Determination of side of street will be achieved within the nine-month design phase; deliberate process in order to satisfy concerns of residents;*
- *Side of street consideration will include impact on trees; grading on private property; resident responses; constructability; connectivity; cost; etc.*
- *Trust does not address side of street issue, consider approaching Trustee regarding side walk on both sides of busiest streets;*
- *Residents of identified streets will be notified of status and invited to submit comment.*

B. [21-2265](#)

Commercial Market Study Presentation

Mayor Colbert recognized Natalie Monkou, Manager, Economic Development who provided a brief background of the item reminding Council that the project work will produce a comprehensive commercial diagnostic to help inform the Town's zoning update and development of the Town's seminal Economic Development Strategy. She introduced members of the Streetsense and RCLCO team to present key findings from the first two phases, including the market study findings for retail, office, residential, industrial, and hospitality in the Town of Vienna.

Five principles were identified that will guide the Town of Vienna Economic Development Strategy:

- *Support mixed use redevelopment at Avenue Center district;*
- *Actively preserve industrial businesses on Mill St;*
- *Invest in place and create a park-once-and-walk environment;*
- *Create business-friendly regulatory and permitting frameworks;*
- *Attract creative office users.*

Predominant among the conclusions was that to be competitive with other jurisdictions in Northern Virginia, the Town will need to support the diversification of residential product and pricing, if not, retail demand and spending will not change and businesses will remain static. Mixed use places are increasingly what makes for a destination.

Council Members and Staff responses included the following:

- o *Vienna is a unique Town; must build on that uniqueness;*
- o *No mention in conclusion of alternative means for attracting business;*
- o *Question whether the recommendations were built on Vienna's reality;*
- o *Recommendations are diametrically opposed to what the citizens of Vienna want;*
- o *Commuter spending not a fundamental component of the strategy;*
- o *Place making is critical for growth;*

o The consultants missed the mark; they didn't respond to desires of client.

The team will debrief in light of Council concerns.

C. [21-2251](#)

Long Range Financial Plan

Mayor Colbert introduced Marion Serfass, Director, Finance to present the long term financial plan. To comply with the GFOA's requirements, a long-range financial plan has been created based on the 2022 budget and estimated projections. This will become a part of the annual budget process. Additionally, as bond rating agencies place high regard for the inclusion of long-range planning this document will support that application.

Comments noted that the projections are conservative, reasonable, and based on information available at this moment in time. The presented assumptions will most certainly be effected by anticipated ARP funds.

D. [21-2258](#)

Town Council Preview of Upcoming Council and Conference Session Meetings Ideas

Mayor Colbert recognized Town Manager Payton to present his ideas for streamlining meetings. Council might dedicate the first 15 minutes of each meeting to preview items for regular and conference meetings scheduled out two weeks. Any additional discussion can be continued by phone, over email or in person.

Council expressed concern that this will lengthen the meetings. It was suggested that agenda items be sent to Council in advance; Council can reply with questions/concerns; staff can then prepare accordingly.

3. Meeting Adjournment

Mayor Colbert adjourned the conference session at 11:15 PM.

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