TOWN OF Herndon VIRGINIA

HERNDON TOWN COUNCIL
Work Session Minutes
Tuesday, April 7, 2026

1. Call to Order

Mayor LeBlanc called the April 7, 2026, Town Council meeting to order at 7:00 p.m. in the Herndon Council Chambers Building, 765 Lynn Street, Herndon, Virginia. In attendance were: Mayor Keven LeBlanc; Vice Mayor Clark Hedrick; and Councilmembers Cesar del Aguila, Kelvin Garcia (arrived at 7:02 p.m.), Michael T. Lloyd, and Alex Reyes.

Councilmember Naila Alam was absent.

Staff present at the meeting: Dan Hoffman, Town Manager; Lesa Yeatts, Town Attorney; Kirstyn Barr Jovanovich, Deputy Town Manager; Brent Heavner, Chief Communications Officer; Marjorie Sloan, Director of Finance; John Irish, Deputy Director of Public Works; and Amanda Kertz, Town Clerk.

Determination of a Quorum

Mayor LeBlanc determined there was a quorum of five Councilmembers present. Councilmember Alam was absent, and Councilmember Garcia had not yet arrived.

Mayor Announcements

Mayor LeBlanc extended his best wishes to the community for those celebrating various holidays during the spring season.

Comments and Disclosures for the Record

Mayor LeBlanc asked Amanda Kertz, Town Clerk, if she received comments for the record or signed disclosure declarations from Council.

Ms. Kertz stated that comments were entered into the record on items 2(a) FY 2027-2032 Town of Herndon Capital Improvement Plan, and 2(b) FY 2027 Proposed Budget Follow Up.

The Town Clerk did not receive additional public comments or disclosures on any other items listed on the meeting agenda.

2. Discussion

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a. FY 2027 - FY 2032 Town of Herndon Capital Improvement Plan

Mayor LeBlanc recognized John Irish, Deputy Director of Public Works, who presented the staff report on the FY 2027–2032 Capital Improvement Plan (CIP). Mr. Irish stated that the CIP is a financial planning document outlining a six-year schedule of capital projects and that only FY 2027 projects are fully funded, with the out-year projects representing planned commitments subject to change. He reviewed the proposed projects, costs, and funding sources, noting alignment with the Town's Comprehensive Plan and fiscal policies. Mr. Irish outlined the new projects listed on the CIP including:

1. Bready Park Tennis Court Year-Round Conversion (FY 2027).
2. Racquetball Court Renovations (FY 2027), including facility and roof-related improvements.
3. Herndon Community Center Roof Replacement (FY 2028), coordinated with energy-related upgrades.
4. Salt Storage Facility Improvements (FY 2029–2030) to meet MS-4 compliance requirements.
5. Emergency Generator Upgrades (FY 2027–FY 2028) at critical Town facilities.
6. Golf Course Irrigation Pump Station (FY 2027, Enterprise Fund).

Mr. Irish provided an overview of total project costs, noting the CIP totals approximately $31 million, with funding from General and Enterprise Funds, as well as external grants. He stated that while grant funding supports many multimodal transportation projects, debt service will be required to support portions of the CIP.

There was discussion among the Council and staff on this item, including:

1. Financial impact of projects listed in the out-years, including alignment of projected revenues with capital and operating expenditures.
2. Conservative assumptions in cost projections and the potential for increased costs over time.
3. Use of grant funding, emphasis on identifying projects as grant-funded only when funding is reasonably certain.
4. Clarification of CIP funding sources, presentation of costs, and consistency between summary materials and detailed documents.
5. Consideration of population growth and its effect on long-term capital costs and per capita impacts.

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6. Status of the Herndon Community Center, including roof replacement, prior expansion concepts, and ongoing master planning efforts.
7. Energy-related improvements, including potential savings and feasibility of solar installations.
8. Facility conditions driving project costs, including roof and HVAC issues associated with the racquetball courts and community center.
9. Regulatory requirements, including the need for improved salt storage to comply with environmental standards.

During the discussion, Mr. Irish was asked to provide the following information either at the regular meeting where this item is presented, or in the near future:

1. Additional information about how future revenue projections align with CIP expenditures (Councilmember del Aguila).
2. More detailed calculations of projected energy savings (Mayor LeBlanc).
3. Update the funding sources slide in the presentation to reflect project funding more clearly. Mr. Irish noted that the full CIP document, including detailed funding sources, is available on the Town's website and in the appendix (Vice Mayor Hedrick).
4. Analysis of per capita metrics or projected population growth in evaluating CIP costs (Councilmember Lloyd).
5. Information about current grant availability for solar and energy-related improvements (Vice Mayor Hedrick).

b. FY 2027 Proposed Budget Follow Up

Mayor LeBlanc recognized Marjorie Sloan, Finance Director, who presented the staff report. Town Manager Dan Hoffman stated that staff would provide a summary of the proposed budget and noted that there were no decision points for the evening. He stated that the upcoming public hearings on April 14 and April 28 would provide an opportunity for public comment.

Ms. Sloan stated that the presentation serves as a preview of the materials to be presented at the public hearing on April 14 and is intended as a summary and introduction for residents. She reviewed key elements of the proposed FY 2027 budget, including an overall growth rate of approximately 4.3 percent. She outlined the General Fund summary, including revenues and expenditures, and noted that the apparent decrease in the General Fund is largely due to shifts in capital funding rather than reductions in services. Ms. Sloan discussed the Town's priorities included in the budget, including information technology initiatives, workforce recruitment and retention, community outreach, debt service, and translation and interpretation services. She also noted continued work on the Comprehensive Plan, small area plans, and related planning efforts.

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Ms. Sloan stated that there are no proposed increases to the real estate or meals tax rates. She noted that proposed ordinances and resolutions include adjustments to solid waste fees, water and sewer rates, and golf course fees. She presented the proposed water and sewer rates and reviewed the year-over-year increases, noting that the rates are based on updated multi-year financial modeling and anticipated capital needs.

Mr. Hoffman reiterated that the upcoming public hearing is intended for public input and encouraged Councilmembers to submit questions to staff in advance of the hearing.

There was discussion between the Council and staff on the following:

1. Structure and presentation of budget materials for the upcoming public hearing.
2. Anticipated public engagement and the role of the public hearing in receiving feedback.
3. Timing for Council review and submission of questions to staff prior to the public hearing.

Responding to Councilmember Lloyd, Mr. Hoffman indicated that he could address questions submitted by Councilmembers over the next week in advance of the public hearing.

3. Roundtable

Councilmember Reyes: stated that he was married the previous week. Members of the Council offered their congratulations.

Councilmember Lloyd: provided comments regarding current international events, expressing concern and empathy for individuals with family and friends in affected regions and for those impacted by ongoing conflict.

Councilmember del Aguila: thanked Councilmember Lloyd for his comments.

Councilmember del Aguila stated that the Pedestrian and Bicycle Advisory Committee (PBAC), a group of which he serves as the Council Liaison, recently met and were interested in recommending a pilot micromobility program to the Town Council. He noted that the program could include placement of devices in strategic locations throughout the Town and may impact future budgets. He stated that he was encouraged by the PBAC's discussion regarding long-term transportation planning.

Mayor LeBlanc stated that he would follow up with Councilmember del Aguila regarding the PBAC recommendations.

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Councilmember Garcia: stated that he has received inquiries from residents regarding employment opportunities for youth, including summer jobs within the community.

Vice Mayor Hedrick: stated that at a recent Northern Virginia Transportation Authority Planning Coordination Advisory Committee (NVTA-PCAC) meeting, projects were evaluated for funding over a multi-year period. He noted that the Town has one project among several regional submissions and that it ranked highly on certain metrics. He stated that the evaluation process is complex and includes a public comment component, and he encouraged public engagement. He noted that additional information would be provided as the process continues.

Mayor LeBlanc: stated that he serves as the Town's representative to the Northern Virginia Regional Commission (NVRC) and on its executive board. He advised that the NVRC is evaluating priorities and shifting focus to address current regional challenges, including workforce impacts and emerging technologies. He stated that discussions include topics like artificial intelligence and housing, and that the Commission is working to identify opportunities to support localities through shared resources and coordination.

Dan Hoffman, Town Manager: no comments.

4. Closed Meeting

a. A closed meeting pursuant to the Code of Virginia Section 2.2-3711(A)(8), consultation with legal counsel regarding specific legal matters requiring the provision of legal advice by such counsel, relating to pending tax litigation.

Mayor LeBlanc stated that the Council needed to go into a closed meeting and that the appropriate meeting notices were provided in accordance with state law. The closed meeting was held in the Hoover Conference Room in the Herndon Council Chambers Building, 765 Lynn Street, Herndon, Virginia.

Councilmember del Aguila moved that the Council convene in a closed meeting to discuss the following as permitted by Code of Virginia Section 2.2-3711(A)(8), consultation with legal counsel regarding specific legal matters requiring the provision of legal advice by such counsel, relating to pending tax litigation. Vice Mayor Hedrick seconded the motion, which carried by a 6-0 roll call vote. The vote was: Councilmembers del Aguila, Garcia, Lloyd, Reyes, Vice Mayor Hedrick, Mayor LeBlanc voting "Aye." Councilmember Alam was absent.

At 7:59 p.m. Mayor LeBlanc called a brief recess, and at 8:04 p.m., the closed meeting reconvened in the Hoover Conference Room, all members present, with Mayor LeBlanc presiding.

Councilmember Garcia moved to come out of the closed meeting. Motion

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seconded by Councilmember Reyes and carried by a 6-0 roll call vote. The vote was: Councilmembers del Aguila, Garcia, Lloyd, Reyes, Vice Mayor Hedrick, Mayor LeBlanc voting “Aye.” Councilmember Alam was absent.

The Council came out of closed meeting at 8:20 p.m.

Councilmember Reyes moved to certify that, to the best of each member's knowledge, in the closed meeting just concluded, nothing was discussed except the matter or matters (1) specifically identified in the motion to convene in closed meeting and (2) lawfully permitted to be discussed in a closed meeting under the provisions of the Virginia Freedom of Information Act as cited in that motion. Motion seconded by Councilmember Garcia and carried by a 6-0 roll call vote. The vote was: Councilmembers del Aguila, Garcia, Lloyd, Reyes, Vice Mayor Hedrick, Mayor LeBlanc voting “Aye.” Councilmember Alam was absent.

Aye: 6
Nay: 0
Absent: 1

5. Adjournment

There being no further business, Mayor LeBlanc adjourned the April 7, 2026 Town Council Work Session at 8:21 p.m.

Amanda E.M. Kertz
Town Clerk

Minutes approved by Town Council : _____

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