TOWN OF Herndon VIRGINIA

HERNDON TOWN COUNCIL
Work Session Minutes
Tuesday, April 21, 2026

1. Call to Order

Mayor LeBlanc called the April 21, 2026, Town Council Work Session 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 (arrived at 7:32 p.m.); 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 during the meeting: Dan Hoffman, Town Manager; Lesa Yeatts, Town Attorney; Lisa Gilleran, Director of Community Development; Marjorie Sloan, Director of Finance; Bryce Perry, Deputy Director of Community Development; Ben Schitter, Development Program Planner; and Amanda Kertz, Town Clerk.

Determination of a Quorum

Mayor LeBlanc determined there was a quorum of four Councilmembers present, with Councilmember Garcia and Vice Mayor Hedrick not yet arrived. Councilmember Alam was absent.

Mayor Announcements

Mayor LeBlanc thanked those who attended the Mayor's Volunteer Appreciation Event on Sunday, April 19. He also thanked his Council colleagues who attended and expressed appreciation to staff for their efforts in organizing the event.

Mayor LeBlanc provided information on a free workshop on historic resources to support historic properties, to be held on Thursday, May 14 at 6:30 p.m. in the Council Chambers. He noted that the workshop will be led by the Virginia Department of Historic Resources.

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 Discussion Item 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 that meeting's agenda.

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2. Discussion

a. Discussion on Development Plan – DP #24-01, 575 Herndon Parkway, to consider a Development Plan in the Planned Development-Transit Oriented Core Zoning District with proffered conditions to allow the redevelopment of the site with commercial and multi-family residential uses

Mayor LeBlanc recognized Dan Hoffman, Town Manager, for comments. Mr. Hoffman stated that Council recently adopted a resolution supporting affordable housing and noted that this application was already in process and is not subject to that resolution. He explained that the resolution is voluntary and not required under the Town Code. He added that future applications may include affordable housing components.

Mayor LeBlanc then recognized Bryce Perry, Deputy Director of Community Development, who presented the staff report. Mr. Perry introduced Development Plan application DP #24-01, 575 Herndon Parkway, noting that it will be a public hearing item on April 28, 2026. He stated that the application proposes redevelopment of the site through a rezoning for a mixed-use, transit-oriented development.

Mr. Perry stated that the existing office building and surface parking will be removed and replaced with a multi-story development. The proposal includes approximately 525 residential units, 90,000–100,000 square feet of retail, and approximately 6,000 square feet of flex space, along with 1,200 square feet designated for Town use, to be determined.

Mr. Perry reviewed the site layout, noting the project will complete the street grid and construct a portion of the Herndon Metro Promenade, designed as an activated pedestrian space. He also reviewed transportation improvements, including structured parking, streetscape improvements, and bus bay reconfiguration. He noted that a traffic signal may be warranted and will be evaluated, and that a proffer requires bus operations to be maintained during construction.

Mr. Perry stated that the application has been reviewed by staff, the Architectural Review Board, and the Planning Commission, which recommended approval with findings.

Mr. Perry reviewed the applicant’s requested modifications, including streetscape deviations, reduced loading spaces, utility cabinet placement, and tree requirements on the garage deck. He stated that staff does not object to the requested modifications and that additional detail will be provided at the public hearing.

Council and staff discussed the following aspects of the application, including:

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1. Applicability of the voluntary affordable housing resolution.
2. Applicant-requested modifications.
3. Bus operations during construction and related proffers.
4. Coordination of micromobility with Town planning efforts.
5. Traffic impacts and signalization requirements.
6. Pedestrian improvements and related proffers.
7. Private street design and vehicle access.
8. Potential use of Town-designated interior space.

During the discussion, staff was asked to follow up on the following items:

1. Clarification on application of the affordable housing resolution (Mayor LeBlanc).
2. Additional detail on requested modifications (Mayor LeBlanc).
3. Confirmation of bus operations during construction (Mayor LeBlanc).
4. Information on micromobility coordination (Mayor LeBlanc).
5. Traffic study results and signal analysis (Councilmember Garcia).
6. Details on pedestrian improvements and proffers (Councilmember Garcia).
7. Future discussion on use of Town space (Councilmember Garcia).

Following discussion and with the consensus of Council, Mayor LeBlanc concluded the discussion and noted the item will return for public hearing on April 28, 2026.

b. FY 2027 Proposed Budget Follow Up

Mayor LeBlanc recognized Dan Hoffman, Town Manager, who stated that staff was present to provide follow-up information and respond to questions raised at the prior meeting. Mr. Hoffman recognized Marjorie Sloan, Director of Finance, who stated that the first public hearing on the FY 2027 Budget was held on April 14, 2026, with continued discussion at the April 21, 2026 work session, and the second public hearing was scheduled for April 28, 2026.

Ms. Sloan provided follow-up information in response to Council questions regarding solid waste and water-sewer fees. She stated that funding a Town-wide bulk pickup would require an increase of approximately $5.00 per quarter and noted that about 25 percent of residents participate in cleanup events. Mr. Hoffman added that participation is primarily from single-family detached homes, as most multifamily properties have alternative disposal options.

Regarding questions around the peak water and sewer rate, Ms. Sloan confirmed that the peak rate in the proposed budget is calculated correctly and stated that approximately 40 percent of accounts experience a peak charge annually. She explained that the Town's rate structure differs from Fairfax Water, as the Town is a wholesale customer, and that the peak rate is based on usage above a winter quarter average. She noted that staff conducts high-read checks, provides usage

analysis, and that the Town's leak ordinance provides relief for unusually high bills. She further stated that real-time usage data is not available without significant meter upgrades. Mr. Hoffman stated that upgrading the Town's meter system would be a multi-million-dollar project and is not feasible as a phased approach, noting that staff continues to monitor advancements in the technology.

There was discussion among the Council and staff on the proposed budget, including:

1. Cost comparison between scheduled bulk pickup events and rate increases required to support them.
2. Availability of private leak detection technology for homeowners.
3. Methodology for calculating peak water usage based on winter quarter averages.
4. Differences between Town and Fairfax Water rate structures.
5. Policy intent of peak rates, including conservation and cost allocation.
6. Equity considerations between residential types (e.g., single-family vs. townhouse/multifamily).
7. Communication of water rate increases and the Town's five-year rate model.
8. Long-term rate projections based on capital needs and Davenport forecasts.
9. Terminology and understanding of "peak rate" as an excess consumption charge.

During the discussion, staff was asked to follow up on the following items:

1. Clarification on average water usage assumptions (e.g., 12,000 gallons per quarter) and how this applies to households and accounts (Councilmember Lloyd).
2. Information on how sewer flow is measured as it leaves the Town system (Vice Mayor Hedrick).
3. Future discussion on policy direction for water and sewer rate structures, including coordination with Davenport (Vice Mayor Hedrick).
4. Analysis of adjusting peak and base rates independently to manage long-term impacts (Vice Mayor Hedrick).
5. Improved communication of water rate projections and variability for residents (Councilmember Lloyd).

There was a question and answer session between staff and Councilmember Lloyd about several items related to the budget, including:

1. Operations and maintenance classifications within the budget.
2. Changes in transient occupancy tax (TOT) revenue.
3. Vehicle fee adjustments and timing for Council action.
4. Legal services budget allocations across departments.
5. Information technology upgrade costs and cybersecurity investments.
6. Funding for Friday Night Live through the community donation program.

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7. Parks and Recreation budget items, including tennis facility operations and cost recovery.
8. Minor discrepancies in budget figures across pages.

Staff provided preliminary responses and will follow up as needed.

Following discussion, Mayor LeBlanc indicated that he observed Council consensus to maintain the proposed rates for FY 2027 and revisit policy considerations related to peak rates in future discussions with Davenport.

3. Roundtable

Councilmember Reyes: expressed interest in exploring options to better plan and coordinate spring cleanup efforts in future years.

Councilmember Lloyd: referenced prior remarks regarding the downtown and casino-related legislation and noted his support for the Governor Spanberger's veto of the casino bill.

Councilmember del Aguila: asked for Council's agreement to switch who is reading the proclamations at next week's regular meeting. He expressed interest in reading Mental Health Month due to personal reasons. The Council agreed with his request, and the Town Clerk indicated she would make the adjustment.

Councilmember Garcia: no comments.

Vice Mayor Hedrick: thanked staff and Council colleagues for their work on the budget process and discussions.

Mayor LeBlanc: expressed appreciation for the Council's efforts on the budget and asked whether the additional financial retreat held in the fall was helpful and if Council would like to continue that practice in future years. Council indicated support for continuing the retreat.

Dan Hoffman, Town Manager: no comments.

4. Adjournment

There being no further business, Mayor LeBlanc adjourned the April 21, 2026, Town Council Work Session at 8:45 p.m.

Amanda E.M. Kertz
Town Clerk
Minutes approved by Town Council: _____

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