TOWN OF Herndon VIRGINIA

HERNDON TOWN COUNCIL
Work Session Minutes
Tuesday, May 12, 2026

1. Call to Order

Mayor LeBlanc called the May 12, 2026, Town Council work session to order at 5:30 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 5:41 p.m.), Michael T. Lloyd, and Alex Reyes.

Councilmember Naila Alam was absent.

Determination of a Quorum

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

2. Closed Meeting (5:30 PM)

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 employment law; and

A Closed Meeting pursuant to the Code of Virginia Section 2.2-3711(A)(1), for discussion of prospective candidates relative to appointments to boards and commissions and a Deputy Building Official.

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.

With Council's concurrence, the agenda was amended to include Code of Virginia Section 2.2-3711(A)(1), for discussion of prospective candidates relative to appointments to boards and commissions and a Deputy Building Official, as an additional subject for the closed meeting.

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 employment law; and

Code of Virginia Section 2.2-3711(A)(1), for discussion of prospective candidates relative to appointments to boards and commissions and a Deputy Building Official.

Councilmember Reyes seconded the motion, which carried by a 5-0 roll call vote. The vote was: Councilmember del Aguila, Councilmember Lloyd, Councilmember Reyes, Vice Mayor Hedrick, Mayor LeBlanc voting "Aye." Councilmember Garcia had not yet arrived and Councilmember Alam was absent.

The Council went into closed meeting at 5:31 p.m.

Councilmember Garcia moved to come out of the closed meeting. Councilmember del Aguila seconded the motion, which carried by a 6-0 roll call vote. The vote was: Councilmember del Aguila, Councilmember Garcia, Councilmember Lloyd, Councilmember Reyes, Vice Mayor Hedrick, Mayor LeBlanc voting "Aye." Councilmember Alam was absent.

The Council came out of closed meeting at 6:37 p.m.

Vice Mayor Clark Hedrick 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 Reyes, which carried by a 6-0 roll call vote. The vote was: Councilmember del Aguila, Councilmember Garcia, Councilmember Lloyd, Councilmember Reyes, Vice Mayor Hedrick, Mayor LeBlanc voting "Aye." Councilmember Alam was absent.

Aye: 6
Nay: 0
Absent: 1

Vote to Appoint
Deputy Building Official

Following the closed meeting, Vice Mayor Hedrick moved to appoint John Irish as the Deputy Building Official for the Town of Herndon.

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

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Recess

At 6:39 p.m. Mayor LeBlanc called a brief recess, and at 7:00 p.m., the May 12, 2026, Town Council work session reconvened in the Hoover Conference Room of the Herndon Council Chambers Building, with six Councilmembers present and Mayor LeBlanc presiding.

Work Session

Staff present during the meeting: Dan Hoffman, Town Manager; Lesa Yeatts, Town Attorney; Kirstyn Jovanovich, Deputy Town Manager; Bryce Perry, Deputy Director of Community Development; Ben Schitter, Development Program Planner; and Amanda Kertz, Town Clerk.

Mayor LeBlanc announced that the Council had previously met in a closed meeting, with six members present, pursuant to State Code requirements. Following the closed meeting, the Council voted to appoint John Irish as Deputy Building Official for the Town of Herndon.

Amend the Agenda

Mayor LeBlanc asked for a motion to amend the agenda to move Discussion Item 3(b), 250 Exchange Place, to the first item on the discussion portion of the agenda.

Councilmember del Aguila made a motion to move Discussion Item 3(b) to 3(a), and that the agenda be so amended.

Vice Mayor Hedrick seconded the motion.

The question was called on the motion, which carried by a 6-0 roll call vote, without comment. The vote was: Councilmembers del Aguila, Garcia, Lloyd, and Reyes; Vice Mayor Hedrick; and Mayor LeBlanc voting “Aye.” Councilmember Alam was absent.

Mayor Announcements

Mayor LeBlanc provided information on upcoming events, including:

1. Community Meeting on Pedestrian Safety Improvements on Bennett Street, Wednesday, May 13, 7:00 p.m., Herndon High School Cafeteria.

2. Historic District Preservation Tax Credit Workshop, Thursday, May 14, 6:30 p.m., Council Chambers.

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3. Bike to Work Day, Friday, May 15, with the Herndon pit stop at the Depot from 6:00 a.m. to 10:00 a.m.

4. Polar Heat on Lynn Street, Saturday, May 16, 11:00 a.m. to 8:00 p.m., downtown Herndon, celebrating all degrees of Herndon.

5. State of the Town address, Tuesday, May 19, 6:30 p.m., Council Chambers.

6. Memorial Day, May 25, when Town offices will be closed, and American Legion Wayne M. Kidwell Post 184 will host the annual observance at noon at Chestnut Grove Cemetery.

3. Discussion

a. Discussion on Zoning Map Amendment ZMA #24-01, 250 Exchange Place (moved to Item 3a during the meeting)

Mayor LeBlanc recognized Bryce Perry, Deputy Director of Community Development, for the staff presentation.

Mr. Perry stated that the purpose of the discussion item was to introduce the project to the Town Council and receive preliminary feedback for staff and the applicant while outstanding comments are addressed. He stated that the application proposes to rezone the property at 250 Exchange Place to allow redevelopment of the site with multifamily and stacked two-over-two residential uses. He stated that no commercial development is proposed.

Mr. Perry stated that the item is tentatively scheduled for a public hearing at the Town Council's regular meeting in June, at which time a full staff report and updated materials would be available.

Mr. Perry provided an overview of the latest application submission, including:

1. Proposed redevelopment phasing, which includes: (1) major utility infrastructure, (2) multifamily building, and (3) stacked two-over-two residential units. The last two phases could occur in either order.
2. Parking accommodations.
3. Outdoor amenity space, including an internal courtyard and two publicly accessible parks along Herndon Parkway, which would eventually connect in the final phasing.
4. Requested modifications, including a reduction of the landscape buffer and building setback, increased depth between the sidewalk and building, and non-standard landscaping for the top deck of the garage.

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5. The Architectural Review Board and Planning Commission have reviewed this application. He stated that the Planning Commission voted to recommend approval with specific conditions.
6. Remaining issues that staff is working with the applicant to resolve are cited in the Planning Commission's recommendation, and include the phasing proposal and timing for construction of the parks. He also shared that the applicant is planning a neighborhood meeting to discuss the project, likely later in the month.

There was discussion among the Town Council and staff regarding the application for redevelopment at 250 Exchange Place, including:

1. Affordable housing and additional communication from the Town Council regarding support for affordable housing going forward.
2. Types of units proposed and the projected impact of the development on real estate tax revenue.
3. Connections to bicycle and pedestrian trails and the Metro, including a request for additional information regarding elevation of the property.
4. Possible completion date and next steps in the project.
5. Stormwater facilities and impacts of the proposed development on water and sewer systems.
6. Proposed proffers and requested modifications.
7. Phasing of the project, including park space.
8. The impact of the Dominion Power easement on the site proposal.

b. 2026 Virginia General Assembly Legislative Report Briefing

Mayor LeBlanc recognized Lesa Yeatts, Town Attorney, who provided an overview of key legislative items that were approved by the General Assembly and signed by the Governor. She grouped the items into categories, as summarized below.

Charter Bills:

Ms. Yeatts stated that the requested amendments to the Town Charter were approved and will go into effect July 1. The amendments concern the Town Manager's residency requirement and removal of outdated references to the Town School Board, which no longer exists.

There was discussion between the Town Council and staff regarding the changes to the Town Charter.

Responding to Councilmember del Aguila's question about four-year Council

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terms and district representation, Ms. Yeatts stated that she had prepared a memorandum on those topics in the past, which she could distribute to the Town Council. Mayor LeBlanc commented on the need for support from the Town's legislative delegation.

Housing and Land Use:

Ms. Yeatts stated that several bills were approved in support of affordable housing, many of which require ordinance adoption to be implemented:

1. Authorization of an affordable housing dwelling unit program, which requires ordinance adoption. Coordination with the Fairfax County Housing Authority remains necessary, and the effective date is July 1, 2027.
2. Administrative approval of affordable housing structures by religious organizations or other nonprofit entities. The program will begin on January 1, 2027, and expire on January 1, 2031.
3. Authorization for localities to grant partial real estate tax exemptions for conversions that include affordable housing.
4. Authorization for localities to reimburse first-time homebuyers for water and sewer fees and waive such fees for affordable dwelling units.
5. Localities that meet a population benchmark prohibited from adopting minimum off-street parking standards in areas within a one-half-mile radius of public transportation, such as Metro.
6. Expansion of local government authority to plant or replace trees.
7. Authorization for localities to require EV-ready or EV-capable parking.

There was discussion among the Town Council and staff regarding the affordable housing and land use legislation. Mayor LeBlanc stated that the Town Council will have to work through the approved legislative items as it drafts an affordable housing ordinance for the Town.

Public Safety and Code Enforcement:

Ms. Yeatts stated that approved legislation allows localities to adopt an ordinance requiring children 14 and younger to wear helmets on motorized skateboards or non-motorized scooters.

She also stated that approved legislation removes the population requirement that previously applied to a locality's ability to adopt an ordinance allowing uniformed, non-sworn employees to issue summonses or parking tickets.

Councilmember del Aguila requested that the Town Council consider an ordinance allowing non-sworn employees to issue parking tickets.

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Taxation, Finance, and Procurement:

Ms. Yeatts stated that approved legislation requires plastic bag tax distribution to towns, which would necessitate coordination with Fairfax County.

Mayor LeBlanc asked staff to determine the uses toward which the Town could apply plastic bag tax revenue.

Councilmember Lloyd asked for an estimate of the amount of plastic bag tax revenue the Town may collect from Fairfax County.

Responding to Councilmember del Aguila, Ms. Yeatts stated that she was not aware of any new bills related to tax relief for seniors or individuals who are disabled. She stated that she would review the approved legislation and confirm whether anything new had passed on that topic.

Environmental and Utilities:

Ms. Yeatts stated that approved legislation allows localities to enact an ordinance increasing erosion and sediment control civil penalties. She also stated that localities cannot prohibit small portable solar generation devices.

Miscellaneous Administration of Government

Ms. Yeatts stated that approved legislation includes, many of which require ordinance adoption to be implemented:

1. Expanded ranked choice voting eligibility to all local governing bodies, including towns.
2. A required Freedom of Information Act (FOIA) amendment that will require public bodies to post the proposed agenda on the official government website before the meeting. Additionally, no final action may be taken on any item added to an agenda after a meeting commences, unless the item is classified as an emergency. Ms. Yeatts stated that this may require a change to the Town Council's adopted rules of procedures.
3. Minimum wage in Virginia will increase incrementally to $15 per hour by January 1, 2028.
4. A paid family and medical leave insurance program, with an effective date of April 1, 2028. Ms. Yeatts stated that this item will require additional review and discussion by Town staff.

Ms. Yeatts reviewed several significant Governor's vetoes, including casino gambling and regulation and taxation of skill game machines. She also discussed several bills that the Governor amended and that were rejected by the General

Assembly.

There was discussion among the Town Council and staff regarding legislative items that had been considered by the General Assembly during the past session, including a bill that would allow the Virginia Cannabis Control Authority to regulate recreational cannabis use. Ms. Yeatts stated that while she did not have the information on that bill at the time, she could provide more information to Councilmember Lloyd following the meeting.

Ms. Yeatts stated that staff is continuing to review enacted legislation and will prepare ordinances and policy updates as needed.

Following discussion and with the consensus of the Town Council, Mayor LeBlanc indicated that the Council will consider the permissive items outlined by Ms. Yeatts for discussion at future work sessions. Staff will work with Mayor LeBlanc to schedule the items on upcoming agendas.

4. Roundtable

Councilmember del Aguila: no comments.

Councilmember Lloyd: stated that he looked forward to seeing everyone at the Polar Heat event on Saturday.

Councilmember Reyes: echoed Councilmember Lloyd's comments about the Polar Heat event.

Councilmember Garcia: echoed his colleague's comments about Polar Heat on Saturday, stating that he looked forward to the snowball fights.

Vice Mayor Hedrick: acknowledged that the previous week was Public Service Recognition Week and stated that the current week was Police Week, thanking Town staff and the Herndon Police Department for their service to the community. He also stated that law enforcement agencies from around the country gathered in Washington, D.C. during Police Week, to celebrate and remember their fallen colleagues who lost their lives in the line of service.

Mayor LeBlanc: thanked the Herndon Police Department during Police Week and Town staff during Public Service Recognition Week. He recognized Town staff who participated in the Herndon Draft, a program where members of staff shadow other departments. He recognized Public Works Week during Big Truck Day, which was held at the Town Shop on May 8. Mayor LeBlanc also thanked the Town Clerk’s office during Municipal Clerks Week.

Dan Hoffman, Town Manager: no comments.

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5. Closed Meeting (NOT HELD)

a. A Closed Meeting pursuant to the Code of Virginia Section 2.2-3711(A)(1), for discussion of prospective candidates relative to appointments to boards and commissions

This closed meeting was moved to the beginning of the meeting, with the consensus of the Town Council. Therefore, this closed meeting topic was not held at the end of the work session.

6. Adjournment

There being no further business, Mayor LeBlanc adjourned the May 12, 2026 Town Council Work Session at 8:15 p.m.

Amanda E.M. Kertz
Town Clerk

Minutes approved by Town Council : _____

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