TOWN OF Herndon VIRGINIA

HERNDON TOWN COUNCIL
Regular Meeting Minutes
Tuesday, July 28, 2026

1. Call to Order

Mayor LeBlanc called the July 28, 2026, Town Council meeting to order at 6:00 p.m. in the Herndon Council Chambers Building, 765 Lynn Street, Herndon, Virginia. In attendance were: Councilmembers del Aguila, Garcia, Lloyd, Reyes; Vice Mayor Hedrick, and Mayor LeBlanc. Councilmember Alam was absent.

Mayor LeBlanc determined there was a quorum of six Councilmembers present.

2. 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 employment law

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 Garcia 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. 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 and Mayor LeBlanc voting "Aye". Councilmember Alam was absent.

The Council went into a closed meeting at 6:00 p.m.

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

The Council came out of closed meeting at 6:50 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

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

Aye: 6
Nay: 0
Absent: 1

Recess

At 6:50 p.m. Mayor LeBlanc called a brief recess, and at 7:00 p.m., the July 28, 2026, Town Council meeting reconvened in the Herndon Council Chambers, with six Councilmembers present, and Mayor LeBlanc presiding.

Regular Meeting

Staff present during the meeting: Dan Hoffman, Town Manager; Lesa Yeatts, Town Attorney; Kirstyn Barr Jovanovich, Deputy Town Manager; Brent Heavner, Chief Communications Officer; Lisa Gilleran, Director of Community Development; Marjorie Sloan, Director of Finance; Lauri Sigler, Deputy Town Attorney; Maria Lee, Budget Manager; Jonathan Franssell, Supervisory Engineer, Public Works; and Amanda Kertz, Town Clerk.

Mayor LeBlanc announced that Council had previously met in a closed meeting, with six members present, pursuant to State Code requirements.

3. Pledge of Allegiance to the Flag of the United States of America

Mayor LeBlanc led the audience in the Pledge of Allegiance.

Determination of a Quorum

Mayor LeBlanc determined there was a quorum of six Councilmembers present.

Mayor Announcements

Mayor LeBlanc provided the following updates:

1. Thanked staff and those who participated in the July Fourth celebration and fireworks at Bready Park in recognition of the nation’s 250th anniversary.

2. Noted that the Consent Agenda included an item recognizing Leidos, Inc., for donating a truck to the Town of Herndon. He thanked the company for

its generosity and expressed appreciation on behalf of the Herndon Police Department.

3. Announced that National Night Out would be held on Tuesday, August 4, at locations throughout the Town. He stated that he would visit several locations and present a mayoral proclamation recognizing the occasion on behalf of the Town.

4. Shared that the Town Square Tuesday concert series would continue through August 18 from 6:30 p.m. to 8:00 p.m. at Town Hall Square.

4. Presentations/Reports/Comments

a. Town Manager Report

Dan Hoffman, Town Manager, provided an update on Parcel H, also known as the "Comstock property." He stated that he had not received any new information, that a letter had been sent to the judge regarding the anticipated timeframe, and that the Town was awaiting further information.

b. Councilmember Comments

Councilmember del Aguila: stated that he attended the Stars and Stripes NOVA Committee meeting with Mayor LeBlanc. He also thanked the Town Council for supporting the “Drive Differently” initiative and asked the Town Manager to provide an update on it.

Dan Hoffman, Town Manager, stated that he and the Chief of Police were reviewing the issue. He noted that traffic safety is an area of emphasis for the Herndon Police Department each summer, especially as the start of the school year approaches. He stated that the “Drive Differently” campaign would begin toward the end of August and would include social media outreach, additional patrols, traffic-calming measures, which would be in coordination with the Roadway Safety Action Plan. He stated that related needs would be considered during future budget discussions and encouraged motorists to remain attentive and drive safely.

Councilmember del Aguila reiterated that many of the Town's residential neighborhoods are impacted by traffic safety issues. He thanked the Herndon Police Department for its support of the initiative.

Councilmember Reyes: no comments.

Councilmember Garcia: stated that he and Councilmember del Aguila would host their second annual book bag drive in August, near the beginning of the school year.

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Councilmember Lloyd: no comments.

Vice Mayor Hedrick: no comments.

Mayor LeBlanc: provided the following updates:

1. Herndon Olympics were held on Tuesday, July 7. He carried the Town flag and provided opening remarks. The event is a long-standing Herndon tradition and provides children of all ages with an opportunity to participate alongside an Olympic medalist.

2. The Planning Commission and Town Council are working on the Comprehensive Plan update and the related early action plans. As part of that process, the bodies met jointly on Wednesday, July 8, to discuss the Comprehensive Plan process.

5. Comments from the Audience

No comments were offered.

6. Public Hearings

a. Resolution 26-G-41 to approve Special Exception – SE #26-03, 310 Missouri Avenue, to permit a home-based daycare use within the R-10, Residential Single-Family District

Certificates of Publication were filed from the Editor of the *Fairfax County Times* newspaper, showing that notice of said public hearing items had been duly advertised in the July 10, and July 17, 2026, issues.

Mayor LeBlanc opened the public hearing and recognized Lisa Gilleran, Director of Community Development, for the staff report. Ms. Gilleran reviewed the application, including the property location, parking, indoor and outdoor play areas, requested hours of operation, and proposed conditions. She stated that the applicant is requesting a special exception to increase the maximum enrollment from seven to 12 children. Ms. Gilleran stated that the requested hours of operation are from 6:00 a.m. to 10:00 p.m., noting that most children would attend between 7:00 a.m. and 5:00 p.m., with the extended hours intended to accommodate families requiring additional flexibility. The proposed use meets the applicable zoning requirements with the recommended conditions and both staff and the Planning Commission recommended approval of the proposed resolution with the proposed conditions.

There was discussion among Council and staff regarding:

1. State requirements pertaining to home-based daycare related to ratios and employment.

2. Concerns that were raised during the Planning Commission's review of the application, related to parking, neighborhood activity, traffic, and the availability of the driveway and on-street parking.

Mayor LeBlanc called the applicant or the applicant's agent forward for comments.

Barbara Lopez Otero, applicant and owner of 310 Missouri Avenue, Herndon, did not provide comment.

Mayor LeBlanc called for comments from the audience.

- Joshua Willnasser, 312 Missouri Avenue, Herndon: while he stated he was not opposed to the application, he expressed concerns about traffic safety and speeding on Missouri Avenue. He asked if traffic-calming measures, like speed bumps, had been considered in this neighborhood.

Responding, Ms. Gilleran stated that traffic-calming was not evaluated as part of the special exception application. Town Manager Dan Hoffman noted that the Town recently updated traffic-calming standards and requested that the speaker provide his contact information, so staff could discuss the concern separately from the application.

Seeing no further comments, Mayor LeBlanc closed the public hearing and moved to Council for discussion and action.

Councilmember del Aguila moved to approve Resolution 26-G-41 to approve Special Exception – SE #26-03, 310 Missouri Avenue, to permit a home-based daycare use within the R-10, Residential Single-Family District, as presented.

Motion seconded by Councilmember Garcia.

There were brief comments from the Council.

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

b. Resolution 26-G-42 to approve a Special Exception – SE #26-04, 865 3rd Street, to permit a home-based business use within the R-15, Residential Single-Family District

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Mayor LeBlanc opened the public hearing and recognized Lisa Gilleran, Director of Community Development, for the staff report. Ms. Gilleran reviewed the application for a home-based instructional business providing robotics and coding instruction to children. The zoning ordinance permits up to three clients at one time in a home-based business, and the requested special exception would allow up to ten clients, one nonresident employee, and an expanded lesson schedule. She reviewed the proposed operating schedule, driveway drop-off and pick-up requirements, parking, and other conditions intended to maintain the residential character of the neighborhood. She stated that both staff and the Planning Commission recommended approval of the proposed resolution with the proposed conditions.

Farrokh Mansouri and Ekaterina Mansouri, owners of Launch Hub Learning, LLC, did not provide comments.

Mayor LeBlanc called for comments from the audience.

Seeing no further comments, Mayor LeBlanc closed the public hearing and moved to Council level for discussion and action.

Vice Mayor Hedrick moved to approve Resolution 26-G-42 to approve a Special Exception – SE #26-04, 865 3rd Street, to permit a home-based business use within the R-15, Residential Single-Family District, as presented.

Motion seconded by Councilmember Reyes.

There were brief comments from Council.

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

c. Ordinance 26-O-18 to approve an Encroachment Agreement with AM Worldgate Owner, LLC, to permit the encroachment of stormwater ponding backup and overland relief resulting from development of the Worldgate Property in accordance with site plan MJP24-02, over a portion of Town owned property known as Chandon Park

Certificates of Publication were filed from the Editor of the *Fairfax County Times* newspaper, showing that notice of said public hearing items had been duly advertised in the July 10, and July 17, 2026, issues.

Mayor LeBlanc opened the public hearing and recognized Lauri Sigler, Deputy Town Attorney, for the staff report. Ms. Sigler stated that the proposed ordinance would approve an Encroachment Agreement with AM Worldgate Owner, LLC, related to the redevelopment of the Worldgate property. The agreement would permit increased temporary stormwater ponding backup and overland relief flow during a 100-year storm event over a portion of Town-owned property at Chandon Park resulting from the proposed redevelopment. She reviewed the site location, proposed retaining wall, drainage improvements, and the purpose of the agreement. She explained that the property owner would compensate the Town for the additional encroachment area, restore any park improvements affected by the encroachment, and maintain insurance for the benefit of the Town. She stated that staff had approved the associated site plan and recommended approval of the proposed Encroachment Agreement.

There was a brief question-and-answer session between Mayor LeBlanc and Jonathan Franssell, Supervisory Engineer, regarding the anticipated depth of the stormwater within the drainage swale during a 100-year storm event.

Mayor LeBlanc called the applicant or the applicant's agent forward for comments.

Matt Bonython, representing AM Worldgate Owner, LLC, stated that the retaining wall is necessary to accommodate the proffered trail extension connecting Elden Street to Chandon Park and expressed support for the staff presentation.

Mayor LeBlanc called for comments from the audience. Seeing no comments, Mayor LeBlanc closed the public hearing and moved to Council for discussion and action.

Councilmember del Aguila moved to approve Ordinance 26-O-18 to approve an Encroachment Agreement with AM Worldgate Owner, LLC, to permit the encroachment of stormwater ponding backup and overland relief resulting from development of the Worldgate property in accordance with Site Plan MJP24-02 over a portion of Town-owned property known as Chandon Park, as presented.

Motion seconded by Councilmember Garcia.

There were brief comments from Council.

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

d. Ordinance 26-O-19 to amend the Fiscal Year (FY) 2027 Adopted Budget for the General Fund, Water and Sewer Fund, Chestnut Grove Cemetery Fund, Herndon Centennial Golf Fund, Capital Projects Fund, Stormwater Management Fund, and American Rescue Plan Act (ARPA) Fund

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Certificates of Publication were filed from the Editor of the *Fairfax County Times* newspaper, showing that notice of said public hearing items had been duly advertised in the July 10, and July 17, 2026, issues.

7. General

a. Resolution 26-G-43 to authorize the Reserve of Fiscal Year (FY) 2026 funding for ongoing operations and maintenance, capital projects, and for outstanding encumbrances on June 30, 2026 for the FY 2027 Adopted Budget

Mayor LeBlanc opened the public hearing and called the first general item, stating that the two items would be presented concurrently, with separate action on each item. He recognized Marjorie Sloan, Director of Finance, to present the concurrent staff report.

Ms. Sloan stated that the next two items relate to the Town's annual fiscal year-end procedure to set aside specific amounts from the fund balance or net position for outstanding encumbrances and reserves that existed on June 30 of the prior fiscal year, as described in the Town Council's annual reserve resolution and annual budget ordinance. The Town Council's authorization of Fiscal Year (FY) 2026 reserves and encumbrances are not appropriated or budgeted amounts for FY 2027 under the Code of Virginia. Therefore, a resolution is proposed to authorize the reserve of FY 2026 funding as identified, and FY 2027 Budget Amendment 1 will recognize the designated reserves and outstanding encumbrances as of June 30, 2026, as FY 2027 budget appropriations. Ms. Sloan outlined the proposed amendment, which includes updates to the General Fund, Water and Sewer Fund, Chestnut Grove Cemetery Fund, Herndon Centennial Golf Fund, Capital Projects Fund, Stormwater Management Fund, and American Rescue Plan Act (ARPA) Fund, as reflected in Attachment A. The amendment does not include any new proposed spending.

Ms. Sloan reviewed the reserve categories, including operations and maintenance reserves and capital project reserves. A public hearing was required on the ordinance under the Code of Virginia requirements, and staff recommended approval of the proposed ordinance and resolution, as presented.

There was discussion among Council and staff about the budget amendment, including the process for carrying over funding and encumbrances from the previous fiscal year.

Mayor LeBlanc called for comments from the audience. Seeing no comments, Mayor LeBlanc closed the public hearing and moved to Council for discussion and action on the ordinance.

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Action and Vote on
FY 2027 Budget Amendment Ordinance
Councilmember del Aguila moved to approve Ordinance 26-O-19 to amend the Fiscal Year (FY) 2027 Adopted Budget for the General Fund, Water and Sewer Fund, Chestnut Grove Cemetery Fund, Herndon Centennial Golf Fund, Capital Projects Fund, Stormwater Management Fund, and American Rescue Plan Act (ARPA) Fund, as presented.

Motion seconded by Councilmember Garcia.

There were brief comments from the Council.

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

Mayor LeBlanc then called the companion General Item for consideration.

Action and Vote on
FY 2027 Budget Amendment Authorization Resolution
Vice Mayor Hedrick moved to approve Resolution 26-G-43 to authorize the Reserve of Fiscal Year (FY) 2026 funding for ongoing operations and maintenance, capital projects, and for outstanding encumbrances on June 30, 2026, for the FY 2027 Adopted Budget, as presented.

Motion seconded by Councilmember del Aguila.

There were brief comments from the Council.

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

8. Consent

a. Resolution 26-G-44 to adopt the Commonwealth of Virginia 457 Deferred Compensation Plan for the Town of Herndon Employees

b. Resolution 26-G-45 to accept a generous donation of a vehicle from Leidos, Inc.

c. Approval of the June 23, 2026, Town Council Regular Meeting Minutes

d. Approval of the July 8, 2026, Town Council and Planning Commission Joint Work Session Minutes

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On motion of Councilmember del Aguila, seconded by Councilmember Reyes, the Consent Agenda items were approved and carried by a 6-0 roll call vote, as presented, without comment. The vote was: Councilmember del Aguila, Councilmember Garcia, Councilmember Lloyd, Councilmember Reyes, Vice Mayor Hedrick, Mayor LeBlanc voting “Aye.” Councilmember Alam was absent.

9. Adjournment

There being no further business, Mayor LeBlanc adjourned the July 28, 2026, Town Council Regular Meeting at 7:49 p.m.

Amanda E.M. Kertz
Town Clerk

Minutes approved by Town Council: _____

[Note: Approved resolutions and ordinances are on file in the Town Clerk’s office.]

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