County of Fairfax, Virginia

To protect and enrich the quality of life for the people, neighborhoods and diverse communities of Fairfax County

June 30, 2026

Kevin J. LeBlanc, Jr., Mayor
Town of Herndon
777 Lynn Street
Herndon, VA 20170

Reference: Crestview Dr Walkway (Ferris to Builders) – 2G40-088-054
Tax Map Parcels 010-3-05-0021 and 010-3-05-A1
Request for Town Approval for County Acquisition of Land Rights within Town Limits

Dear Mayor LeBlanc,

Fairfax County's Land Acquisition Division has been tasked with obtaining various land rights on two properties within the Town of Herndon needed for the Crestview Dr Walkway project referenced above. Randall T. Greehan, Assistant County Attorney, has discussed this acquisition with Lauri A. N. Sigler, Deputy Town Attorney. Pursuant to Virginia Code Sections 15.2-1800(C) and 15.2-1201, the County is allowed to acquire land rights and property within the Town by agreement with the Town Council. Therefore, the County requests the Town Council to approve the acquisition by Fairfax County of land rights on two private parcels as follows:

Tax Map Number: 0103-05-0021
Property Address: 11981 Dublin Place., Herndon.VA 22043
Land Rights: Dedication for Public Street Purposes (12 square feet) and Grading Agreement and Temporary Construction Easement (125 square feet)

and

Tax Map Number: 0103-05-A1
Land Rights: Dedication for Public Street Purposes (166 square feet)
Grading Agreement and Temporary Construction Easement (1,373 square feet).

The Fairfax County Land Acquisition Division will begin to negotiate these acquisitions with the respective owners by making an offer after receiving the Town Council's authorization to pursue them.

Department of Public Works and Environmental Services
Land Acquisition Division
12000 Government Center Parkway, Suite 449
Fairfax, VA 22035-0052
Phone: 703-324-5090, TTY: 711, Fax: 703-631-0842
www.fairfaxcounty.gov/publicworks

Please let me know if you have any questions. Thank you for your attention to this matter.

Sincerely,



Dennis M. Cate, Director
Office: 703-324-5097
Email: dennis.cate@fairfaxcounty.gov

Cc: Dan Hoffman, Town Manager
Lauti A. N. Sigler, Deputy Town Attorney
Randall T. Greehan, Assistant County Attorney
Nazaneen Mohammed, Senior Right-of- Way Agent

Certificate Of Completion

Envelope Id: 8F8AFDE7-22DD-8516-81B3-4C0E048B2707
Status: Completed
Subject: Here is your signed document: Letter to Town of Herndon 6.30.36.docx
Source Envelope:
Document Pages: 2
Signatures: 1
Certificate Pages: 5
Initials: 0
AutoNav: Disabled
EnvelopeId Stamping: Disabled
Time Zone: (UTC-05:00) Eastern Time (US & Canada)

Envelope Originator:
Dennis Cate
12000 Government Center Parkway
Fairfax, VA 22035
Dennis.Cate@fairfaxcounty.gov
IP Address: 166.94.14.197

Record Tracking

Status: Original
6/30/2026 2:02:45 PM
Security Appliance Status: Connected

Holder: Dennis Cate
Dennis.Cate@fairfaxcounty.gov
Pool: StateLocal

Location: DocuSign

Signer Events	Signature	Timestamp
Dennis Cate Dennis.Cate@fairfaxcounty.gov DIrector, Land Acquisition Division Security Level: Email, Account Authentication (None)	Signed by: Dennis Cate 6F8A5A1A7B0C40B... Signature Adoption: Pre-selected Style Using IP Address: 166.94.14.197	Sent: 6/30/2026 2:03:21 PM Viewed: 6/30/2026 2:03:25 PM Signed: 6/30/2026 2:03:47 PM Freeform Signing

Electronic Record and Signature Disclosure:
Accepted: 6/28/2022 7:34:41 AM
ID: a7aa4c96-46ba-4d49-8173-bc1c2e73d8ef

In Person Signer Events	Signature	Timestamp

Editor Delivery Events	Status	Timestamp

Agent Delivery Events	Status	Timestamp

Intermediary Delivery Events	Status	Timestamp

Certified Delivery Events	Status	Timestamp

Carbon Copy Events	Status	Timestamp
Dennis Cate dennis.cate@fairfaxcounty.gov DIrector, Land Acquisition Division Security Level: Email, Account Authentication (None)	COPIED	Sent: 6/30/2026 2:03:48 PM Resent: 6/30/2026 2:03:49 PM Viewed: 6/30/2026 2:04:26 PM

Electronic Record and Signature Disclosure:
Accepted: 6/28/2022 7:34:41 AM
ID: a7aa4c96-46ba-4d49-8173-bc1c2e73d8ef

Witness Events	Signature	Timestamp

Notary Events	Signature	Timestamp

Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	6/30/2026 2:03:21 PM
Certified Delivered	Security Checked	6/30/2026 2:03:25 PM
Signing Complete	Security Checked	6/30/2026 2:03:47 PM

Envelope Summary Events	Status	Timestamps
Completed	Security Checked	6/30/2026 2:03:48 PM

Payment Events	Status	Timestamps

Electronic Record and Signature Disclosure

ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

From time to time, Department of Public Works (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to this Electronic Record and Signature Disclosure (ERSD), please confirm your agreement by selecting the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

Getting paper copies

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after the signing session and, if you elect to create a DocuSign account, you may access the documents for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a $0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact Department of Public Works:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:
To contact us by email send messages to: james.piccolo@fairfaxcounty.gov

To advise Department of Public Works of your new email address

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at james.piccolo@fairfaxcounty.gov and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

If you created a DocuSign account, you may update it with your new email address through your account preferences.

To request paper copies from Department of Public Works

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to james.piccolo@fairfaxcounty.gov and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

To withdraw your consent with Department of Public Works

To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:

i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;

ii. send us an email to james.piccolo@fairfaxcounty.gov and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

Required hardware and software

The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: https://support.docusign.com/guides/signer-guide-signing-system-requirements.

Acknowledging your access and consent to receive and sign documents electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

By selecting the check-box next to 'I agree to use electronic records and signatures', you confirm that:

- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify Department of Public Works as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by Department of Public Works during the course of your relationship with Department of Public Works.