Town Council
Regular Meeting
Agenda Item 6.b.

Agenda Item: **Resolution 26-G-52 to establish the Herndon Town Council meeting schedule for January 1, 2027, to December 31, 2027**

Meeting Date: September 22, 2026

Category: Consent

Prepared by: Amanda Kertz, Town Clerk

Description:
The meeting schedule of Town Council is prescribed by Chapter 2 (ADMINISTRATION), Section 2.1 (Meeting Schedule), of the Herndon Town Code. Annually, the Town Council considers and adopts a resolution to set the next year's meeting schedule.

Background/Timing Impact:
The proposed meeting schedule for 2027 sets a consistent meeting schedule with work sessions occurring on the second Tuesday and regular meetings on the fourth Tuesday of each month, with adjustments made as necessary to comply with budget adoption requirements, avoid holiday conflicts, and accommodate other scheduling considerations (e.g., Election Day and the Virginia Municipal League conference). The attached schedule reflects these adjustments. Town Council meetings are recorded to be available on-demand through the town's website.

Timing Impact:
Adoption of the next year's meeting schedule in September allows for the meeting dates to be included in the town's printed calendar, which is distributed to Herndon households in December each year.

Strategic Focus Area:
Good Governance

Fiscal Impact:
N/A

Legal Impact:
In accordance with the Town Code, the Town Council is required to adopt its meeting schedule annually by resolution.

Staff Recommendation/Next Steps:

Staff recommends approval of the resolution as presented.

Attachments:

1. Resolution (Proposed)
2. Attachment A