TOWN OF Herndon VIRGINIA

Town Council Regular Meeting
Agenda Item 6.c.

Agenda Item: **Ordinance 26-O-05 to approve and authorize the mayor to sign a 5-year Lease Agreement between the Town and Michael S. Mueller for property located at 1270 Old Heights Road (rescheduled from January 27, 2026)**

Meeting Date: February 3, 2026

Category: Consent

Prepared by: Lesa Yeatts, Town Attorney

Description:
Proposed 5-year lease renewal of residential town-owned property for the Golf Course Superintendent.

Background/Timing Impact:
In 1985, the Town constructed a residence at 1270 Old Heights Road within the Herndon Centennial Golf Course for use by the Golf Course Superintendent, as required by their employment agreement. The current Superintendent, who began in August 2002, continues to reside there under this arrangement, which supports his "on-call" responsibilities and oversight of the course during non-operational hours.

The three-bedroom, 2.5-bath home has been consistently maintained by the Superintendent and Public Works as needed and was recently inspected by a third-party contractor to ensure it is in good condition and to schedule any needed repairs. The Superintendent pays all utilities.

Timing Impact:
The most recent 5-year lease expired on September 30, 2025. The proposed new lease would be effective retroactively beginning on October 1, 2025 through September 30, 2030.

Strategic Focus Area:
Good Governance
Thriving Community

Fiscal Impact:

Date Range	Monthly Rent	Annual Rent

October 1, 2025 through January 31, 2026	$1,095 (holdover amount)	$13,356.00
February 1, 2026 through September 30, 2026	$1,122.00	
October 1, 2026 through September 30, 2027	$1,150.00	$13,800.00
October 1, 2027 through September 30, 2028	$1,179.00	$14,148.00
October 1, 2028 through September 30, 2029	$1,209.00	$14,508.00
October 1, 2029 through September 30, 2030	$1,239.00	$14,868.00

Legal Impact:
Virginia State Code requires town council action for all lease and franchise agreements on town property.

Staff Recommendation/Next Steps:
Staff recommends approval of the ordinance as proposed.

Attachments:
1. Ordinance (Proposed)
2. 2025 Lease, Signed