HERNDON TOWN COUNCIL
Retreat Meeting Minutes
Friday, October 3, 2025

1. Call to Order

Mayor LeBlanc called the October 3, 2025, Town Council Financial Retreat meeting to order at 6:00 p.m. in the Herndon Police Department Community Room, 397 Herndon Parkway, Herndon, Virginia. In attendance were: Mayor Keven LeBlanc; Vice Mayor Clark Hedrick; and Councilmembers Cesar del Aguila, Kelvin Garcia (arrived at 8:10 p.m.), and Alex Reyes.

Councilmembers Naila Alam and Michael T. Lloyd were absent.

Staff present during the meeting: Kirstyn Barr Jovanovich, Interim Town Manager; Lesa Yeatts, Town Attorney; Scott Robinson, Acting Deputy Town Manager; Marjorie Sloan, Director of Finance, and Sally Fares, Senior Accountant.

Others present: Kyle Laux, Davenport & Co. and Dan Hoffman.

Determination of a Quorum

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

2. Discussion

a. Town Council Retreat

Mayor LeBlanc recognized Kirstyn Barr Jovanovich, Interim Town Manager, who provided brief opening remarks. She stated that today's retreat would set a strong foundation around the town's financial picture, centering on the General Fund and providing a comprehensive review of the town's overall financial standing. She further stated that this session will provide the groundwork for the next phase of the Council's retreat which will focus on priority setting and guidance ahead of the fiscal year (FY) 2027 budget process. This next phase of the retreat will be rescheduled to future date.

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Following Ms. Jovanovich's comments, Marjorie Sloan, Director of Finance, and Kyle Laux, Senior Vice President, Davenport & Co., provided presentations and lead discussions with Town Council on:

- The Town's current financial outlook, including FY 2025 preliminary results and FY 2026 year-to-date financials;
- Capital planning, including policies, capacity and affordability, and water and sewer utility plan of finance; and
- Financial proforma projections.

Recess

At 7:43 p.m. Mayor LeBlanc called a brief recess, and at 7:58 p.m. the meeting reconvened in the Herndon Police Department Community Room. Mayor LeBlanc determined there was a quorum of four Councilmembers present and with Mayor LeBlanc presiding.

Ms. Sloan, Mr. Laux, and Sally Fares, Senior Accountant, provided information and led discussions on analyses requested by Town Council during their January 2025 retreat as related to the Town's strategic plan. Discussions included:

- Analyses of stormwater management as a utility;
- Analyses of fleet management program and financing strategies;
- Financial trend monitoring; and
- Analyses of the town's solid waste fee program.

Regarding these discussions, staff indicated they would continue analyses as needed as they related to the town's annual budget process.

Ms. Jovanovich stated that the second portion of the retreat to be scheduled would focus on providing an update on the status of the strategic plan, specifically the priorities set by Town Council in January 2025, and identifying Town Council guidance ahead of the FY 2027 budget process.

3. Adjournment

There being no further business, Mayor LeBlanc adjourned the October 3, 2025 Town Council Financial Retreat at 10:05 p.m.

Amanda E.M. Kertz
Town Clerk

Minutes approved by Town Council: _____

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