TOWN OF Herndon VIRGINIA

HERNDON TOWN COUNCIL
Work Session Minutes
Wednesday, November 5, 2025

1. Call to Order

Mayor LeBlanc called the November 5, 2025, Town Council meeting to order at 7:00 p.m. in the Herndon Council Chambers Building, 765 Lynn Street, Herndon, Virginia. In attendance were: Mayor Keven LeBlanc; Vice Mayor Clark Hedrick; and Councilmembers Cesar del Aguila, Councilmember Garcia (arrived at 7:03 p.m.), Michael T. Lloyd, and Alex Reyes.

Councilmember Naila Alam was absent.

Staff present during the meeting: Kirstyn Barr Jovanovich, Interim Town Manager; Lesa Yeatts, Town Attorney; Scott Robinson, Acting Deputy Town Manager; Chief Steven Pihonak, Herndon Police Department; Joselin Santana, Police Officer First Class, Brent Heavner, Chief Communications Officer; Tanya Kendrick, Director of Human Resources; Charlie Rutherford, Human Resources Generalist; Amanda Kertz, Town Clerk; and Becky Skillin, Deputy Town Clerk.

Determination of a Quorum

Mayor LeBlanc determined there was a quorum of five Councilmembers present. Councilmember Garcia had not yet arrived. Councilmember Alam was absent.

Amend the Agenda

Mayor LeBlanc stated that there was a need to amend the agenda to add a closed meeting topic, pursuant to the Code of Virginia Section:

- Section 2.2-3711(A)(8), consultation with legal counsel regarding specific pending litigation requiring the provision of legal advice by such counsel.

Councilmember Reyes moved to amend the agenda to include the additional closed meeting item, and Vice Mayor Hedrick seconded the motion.

The question was called on the motion, which carried by 5-0 roll call vote. Councilmembers del Aguila, Lloyd, Reyes, Vice Mayor Hedrick, and Mayor LeBlanc voting "Aye." Councilmember Garcia had not yet arrived. Councilmember Alam was absent.

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Mayor Announcements

Mayor LeBlanc provided updates on the following:

1. Dan Hoffman, Town Manager, starts with the Town on Monday, November 10. The swearing in is on Wednesday, November 12, 6:30 p.m., prior to the start of the regular meeting.
2. Veterans Day will be observed on the Town Green on Tuesday, November 11, 11:00 a.m., hosted by the American Legion Post 184. Town offices will be closed in observance of Veterans Day. Due to the holiday, the Town Council Regular Meeting is on Wednesday, November 12 in the Council Chambers.

2. Discussion

a. Briefing on Hiring Process and Training Overview, Strategic Plan Focus Area: Good Governance

Mayor LeBlanc recognized Tanya Kendrick, Director of Human Resources, who reviewed the Town's process of hiring and training as it relates to Good Governance in the Strategic Plan. Ms. Kendrick explained the strategies, progress, success measures, and tools utilized by the Human Resources Department. Charlie Rutherford, Human Resources Generalist, reviewed the recruiting and training processes to highlight how hiring efforts support Town values.

There was discussion among the Council and staff regarding the Town’s hiring processes, with focus on the following:

1. The application, screening, and onboarding processes for new hires.
2. Training, Leadership Cohort, and career ladder possibilities across departments.
3. Retention and the total compensation philosophy.
4. Review of current costs and future budgetary items.
5. Herndon as a desirable place to work.

Following discussion, Mayor LeBlanc requested that the staff consider an employee engagement survey that could be used for benchmarking future professional development metrics.

b. Briefing on Leveraging Technology in Public Safety

Mayor LeBlanc recognized Chief Steven Pihonak, Herndon Police Department, who provided an overview of how the Police Department is utilizing technology to enhance its law enforcement capabilities. Mayor LeBlanc stated that "Flock" is a brand of license plate reader cameras, one of many products sold by the Flock

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company. Therefore, the Town will use the term "LPR" to describe license plate readers (LPRs) to minimize confusion.
In his presentation, Chief Pihonak focused on:

1. Intelligent tools available to law enforcement officers.
2. The digital forensics lab, which is nearly complete, is being fully funded by seized assets.
3. Red light enforcement cameras, which included a review of the requirements and steps necessary to implement installation and maintenance.
4. The process for adding red light cameras to a set number of intersections in the Town.
5. Benefits of enhanced technological solutions such as lowered crime and injury rates.

There was discussion among the Council and staff about the technological solutions available in law enforcement, focusing on the LPRs and potential installation of red light cameras, which included:

1. Verifying violations and requirements for sworn officer reviews of red light camera citations.
2. Management of the data that is gathered from these cameras.
3. Camera locations at intersections in Town.
4. Cost benefit analysis of installing red light cameras.

Responding to Councilmember Reyes and Vice Mayor Hedrick, Chief Pihonak stated that he will find out and share training requirements for officers on the red light camera systems, in alignment with State Code requirements.

Following discussion and with the consensus of Council, staff was requested to research enabling legislation for red light cameras in the Town.

c. Considering appointment of the Town Council Liaison to the Youth Engagement Policy

Mayor LeBlanc recognized Amanda Kertz, Town Clerk, who stated that this item is the second part of their consideration of the Youth Engagement Policy, which Council approved last week. She reviewed the Town Council Liaison's role as a link between the schools and the Town to improve youth engagement and gather youth input through focus group sessions held at the schools. The duties are advisory and collaborative in nature. The liaison would need to attend sessions in collaboration with FCPS to serve through the end of the Council's current term.

There was discussion among the Council and staff on this item. Mayor LeBlanc

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noted the role is observatory, to serve as a point person, includes an end of year report, and would attend as possible sessions. Councilmember Reyes offered to serve as point person as his schedule allows, and Councilmember del Aguila offered to serve as backup.

Following discussion and with the concurrence of Council, staff was directed to draft a resolution appointing Alex Reyes as the Town Council representation for the liaison to the Youth Engagement Policy.

Mayor LeBlanc provided comments on the Councilmembers representing the legislative body and not as individual members.

Kirstyn Barr Jovanovich, Interim Town Manager, stated staff takes direction from the body, and the authorized next step is to move the policy forward as approved by the Town.

3. Roundtable

Councilmember del Aguila: provided comments about the political advertisements related to the recent election being over.

Councilmember Garcia: no comments.

Councilmember Lloyd: no comments.

Councilmember Reyes: no comments.

Vice Mayor Hedrick: no comments.

Mayor LeBlanc: provided comments on the following:

1. Thanked attendees of the Mayor's Town Hall on October 28; noting that the video is posted, with a question and answer document forthcoming.
2. Attended a ribbon cutting for the new Lidl store in Town.
3. Planet Fitness has a ribbon cutting ceremony on Friday, November 14.
4. Worked with the Town Association of Northern Virginia (TANV) on a charter for that group. He mentioned that he talked with TANV members about topics including parking and placemaking.
5. Mayor LeBlanc indicated that he would like to discuss parking requirements and placemaking in the future, especially as related to the development of the Comprehensive Plan.

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Kirstyn Jovanovich, Interim Town Manager: provided an update on the merging of the departments of Communication and Economic Development, announcing that Collin Okoniewski has been named the Economic Development Manager. The new department is now called Office of Communications and Economic Engagement.

Mayor LeBlanc stated that he welcomes invitations to meet with businesses to discuss opportunities with the Town. He has been visiting various businesses around the community with Mr. Okoniewski to gather feedback and ideas.

Councilmember Lloyd provided comments about the process of planning events with the Town.

4. Closed Meeting

a. A closed meeting pursuant to the Code of Virginia Section 2.2-3711(A)(1), for discussion of prospective candidates relative to appointments to boards and commissions; and

Section 2.2-3711(A)(8), consultation with legal counsel regarding specific pending litigation requiring the provision of legal advice by such counsel

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 del Aguila moved that the Council convene in a closed meeting to discuss the following as permitted by Code of Virginia:

Section 2.2-3711(A)(1), for discussion of prospective candidates relative to appointments to boards and commissions; and
Section 2.2-3711(A)(8), consultation with legal counsel regarding specific pending litigation requiring the provision of legal advice by such counsel.

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.

At 8:25 p.m. Mayor LeBlanc called a brief recess, and at 8:30 p.m., the closed meeting reconvened in the Hoover Conference Room, all members present, with Mayor LeBlanc presiding. Councilmember Alam was absent.

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5. Adjournment

There being no further business, Mayor LeBlanc adjourned the November 5, 2025 Town Council Work Session at 8:54 p.m.

Amanda E.M. Kertz
Town Clerk

Minutes approved by Town Council : _____

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