HERNDON TOWN COUNCIL
Work Session Minutes
Tuesday, February 18, 2025

1. Call to Order

Mayor LeBlanc called the February 18, 2025, Town Council work session 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 Naila Alam, Kelvin Garcia, Michael T. Lloyd, and Alex Reyes.

Councilmember Cesar del Aguila was absent.

Staff present during the meeting: Christopher Martino, Interim Town Manager; Lesa Yeatts, Town Attorney; Kirstyn Barr Jovanovich and Scott Robinson, Acting Deputy Town Managers; Captain Steven Pihonak, Acting Chief of Police, Herndon Police Department; Lisa Gilleran, Director of Community Development; Marjorie Sloan, Director of Finance; Page Kalapasev, Director of Information Technology; Tammy Chastain and John Irish, Acting Directors of Public Works; and Margie Tacci, Acting Chief Deputy Town Clerk.

Determination of a Quorum

Mayor LeBlanc determined there was a quorum of six Councilmembers present, with Councilmember del Aguila absent.

Comments and Disclosures for the Record

Mayor LeBlanc asked Margie Tacci, Acting Chief Deputy Town Clerk, if she received comments for the record or signed disclosure declarations from Council.

Ms. Tacci stated that comments were provided to Council and entered into the record on Discussion Item #2(a), Water and Sewer Fund Capital Planning and Rates Update Presentation by Davenport and Company. The Town Clerk did not receive additional public comments or disclosures on any other items listed on that meeting's agenda.

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2. Discussion

a. Water and Sewer Fund Capital Planning and Rates Update Presentation by Davenport and Company

Mayor LeBlanc clarified that this discussion was on the Water and Sewer enterprise fund, not the Stormwater Fund that was discussed at the last work session.

Mayor LeBlanc recognized Marjorie Sloan, Director of Finance, who introduced Kyle Laux, Senior Vice President, Davenport and Company, LLC to present the update on Water and Sewer Fund capital planning and rates.

Mr. Laux provided an overview of the Water and Sewer Fund's historical financial performance, stating that it has been self-supporting, with solid growth and strong cash reserves. He stated that the Town's water and sewer rates are low, especially compared to other jurisdictions in the Commonwealth. He noted two key financial policies that factor into the rate model, which are: maintaining at least 250 days' cash on hand, and maintaining at least 1.70 times the annual debt service in net revenues.

Mr. Laux outlined changes to the assumptions in the rate model from the previous year, noting capital improvement expenditures that are required to increase water and sewer capacity and the cost of elevated operating expenditures. He presented the Multi-Year Financial Plan Update for FY 25 to FY 30, highlighting Capital Improvement Program costs, debt service, increases in rates to cover expenditure, and projected cash balances.

There was discussion among Council and staff about the Town's current and projected water and sewer rates, including: (1) potential cost impacts on households and how that compares to other jurisdictions; (2) population growth and projected water capacity increases; and (3) FY 26 budget planning considerations for this fund.

3. Roundtable

Councilmember Reyes: expressed his sympathy for the recent plane accident that involved a plane from Minnesota.

Councilmember Garcia: thanked staff for their hard work.

Councilmember Garcia stated that he and Councilmember del Aguila recently distributed food and red card information to day workers outside the 7-11 on Alabama Drive. He recommended that the Town consider increasing services and outreach to members of that community.

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Councilmember Garcia stated that a day worker at 7-11 mentioned to him that he had experienced alleged police harassment.

Vice Mayor Hedrick asked Councilmember Garcia about the alleged police harassment. Councilmember Garcia stated that he had not yet corroborated the statement by reviewing the police report, but that he would provide an update later.

Councilmember Lloyd: also thanked the Town staff. He shared that he volunteers at a food distribution center in Southern West Virginia that was impacted by recent flooding.

Vice Mayor Hedrick: no comments.

Mayor LeBlanc: no comments.

Councilmember Alam: stated that she met a member of the community who runs a non-profit that is developing an app to help provide red card information easily.

Christopher Martino, Interim Town Manager: no comments.

4. Closed Meeting

a. A closed meeting pursuant to the Code of Virginia Section 2.2-3711 (A) (19) for an information technology assessment briefing, subject to exclusion in Section 2.2-3705.2 (14)(b), vulnerability assessments, information not lawfully available to the public regarding specific cybersecurity threats or vulnerabilities, or security plans and measures of an entity, facility, building structure, information technology system, or software program (rescheduled from the February 11, 2025, Town Council regular meeting)

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 Garcia moved that the Council convene in a closed meeting to discuss the following as permitted by Code of Virginia Section 2.2-3711(A)(19) for an information technology assessment briefing, subject to exclusion in Section 2.2-3705.2(14)(b), vulnerability assessments, information not lawfully available to the public regarding specific cybersecurity threats or vulnerabilities, or security plans and measures of an entity, facility, building structure, information technology system, or software program (rescheduled from the February 11, 2025, Town Council regular meeting). Councilmember Reyes seconded the motion, which carried by a 6-0 roll call vote. The vote was: Councilmembers Alam, Garcia,

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Lloyd, Reyes, Vice Mayor Hedrick, and Mayor LeBlanc voting “Aye.” Councilmember del Aguila was absent.

At 7:50 p.m. Mayor LeBlanc called a brief recess, and at 8:00 p.m., the closed meeting reconvened in the Hoover Conference Room, six members present, with Councilmember del Aguila absent, and with Mayor LeBlanc presiding.

Vice Mayor Hedrick moved to come out of the closed meeting. Motion seconded by Councilmember Alam and carried by a 6-0 roll call vote. The vote was: Councilmembers Alam, Garcia, Lloyd, Reyes, Vice Mayor Hedrick, and Mayor LeBlanc voting "Aye." Councilmember del Aguila was absent.

The Council came out of the closed meeting at 9:13 p.m.

Vice Mayor Hedrick moved to certify that, to the best of each member's knowledge, in the closed meeting just concluded, nothing was discussed except the matter or matters (1) specifically identified in the motion to convene in closed meeting and (2) lawfully permitted to be discussed in a closed meeting under the provisions of the Virginia Freedom of Information Act as cited in that motion. Motion seconded by Councilmember Garcia and carried by a 6-0 roll call vote. The vote was: Councilmembers Alam, Garcia, Lloyd, Reyes, Vice Mayor Hedrick, and Mayor LeBlanc voting “Aye.” Councilmember del Aguila was absent.

Aye: 6
Nay: 0
Absent: 1

5. <u>Adjournment</u>

There being no further business, Mayor LeBlanc adjourned the February 18, 2025, Town Council work session at 9:14 p.m.

Amanda E.M. Kertz
Acting Town Clerk

Minutes approved by Town Council : _____

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