TOWN OF Herndon VIRGINIA

HERNDON TOWN COUNCIL
Work Session Minutes
Tuesday, May 13, 2025

1. Call to Order

Mayor LeBlanc called the May 13, 2025, Town Council meeting to order at 7:00 PM in the Herndon Council Chambers Building, 765 Lynn Street, Herndon, Virginia. In attendance were: Mayor Keven LeBlanc; Vice Mayor Clark Hedrick (arrived at 7:08 p.m.); and Councilmembers Naila Alam, Cesar del Aguila, Kelvin Garcia, Michael T. Lloyd, and Alex Reyes.

Staff present during the meeting: Kirstyn Barr Jovanovich, Interim Town Manager; Scott Robinson, Acting Deputy Town Manager; Lesa Yeatts, Town Attorney; Lauri Sigler, Deputy Town Attorney; Brent Heavner, Chief Communications Officer; and Amanda Kertz, Acting Town Clerk.

Determination of a Quorum

Mayor LeBlanc determined there was a quorum of all Councilmembers present. Vice Mayor Hedrick arrived late at 7:08 p.m.

Amend the Agenda

Mayor LeBlanc stated that there was an additional topic to discuss in closed meeting that evening, and he asked for a motion to amend the agenda to add a closed meeting pursuant to the Code of Virginia Section 2.2-3711(A)(1), a personnel matter involving discussion of prospective candidates for the position of Town Manager.

Councilmember del Aguila moved to amend the agenda to add a closed meeting topic pursuant to the Code of Virginia Section 2.2-3711(A)(1), a personnel matter involving discussion of prospective candidates for the position of Town Manager, and that the agenda be so amended.

Motion sectioned by Councilmember Reyes.

The question was called on the motion, which carried by a 6-0 roll call vote. The vote was: Councilmembers Alam, del Aguila, Garcia, Lloyd, Reyes, and Mayor LeBlanc voting "Aye." Vice Mayor Hedrick had not yet arrived.

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Mayor Announcements

Mayor LeBlanc announced that Bike to Work Day would be held on Thursday, May 15, from 6:00 a.m. to 10:00 a.m., with the Herndon Pit Stop located in front of the Herndon Depot. He also noted that "Our Herndon; Our Future; A Community Conversation" will take place on Tuesday, May 20, at 6:30 p.m. in the Council Chambers, with no registration required and Spanish interpretation will be available. He reminded the public that Town offices will be closed on Monday, May 26, in observance of Memorial Day, and that the American Legion Post 184 will host a ceremony at Chestnut Grove Cemetery at 10:00 a.m. Lastly, Mayor LeBlanc reminded everyone that the next Regular Meeting is scheduled for Tuesday, May 27, and that the 2025 Council meeting schedule differs from the printed calendar but is reflected on the Town website.

2. Discussion

a. 2025 Virginia General Assembly Legislative Report Briefing

Mayor LeBlanc recognized Lauri Sigler, Deputy Town Attorney, who provided an overview of the 2025 General Assembly Session. Ms. Sigler explained that the Town Council adopts a Legislative Program each fall to outline positions on proposed legislation and to submit requests through local legislators. Following the Governor's action on May 2, 2025, a total of 727 bills were enacted and 198 vetoed. Ms. Sigler reviewed the Town's two legislative requests, HB451, related to land value taxation, which failed, and SB1133, regarding food labeling for pork products, which passed the Senate but failed in a House subcommittee. She also summarized legislation of interest to the Town, including bills related to plastic bag tax revenue, land use and zoning, public safety, and legal advertisement requirements. Several of these laws may require future amendments to the Town's zoning ordinance; staff will bring recommendations after the effective date of July 1, 2025.

[Note: Vice Mayor Hedrick arrived at 7:08 p.m.]

There was discussion between the Council and staff on various bills and impacts, including: (1) new license plate recognition regulations; (2) occupancy tax return requirements for short-term rentals; (3) affordable housing legislation related to religious properties; (4) IT procurement rules; and (5) changes related to the subdivision review processes.

b. Work Plan Briefing

Mayor LeBlanc introduced Kirstyn Jovanovich, Interim Town Manager, who stated that the Council's upcoming work plan is based on the Strategic Plan, the FY 2026 budget development process, and the Town Council's January 2025 retreat. She noted that a fall retreat would be scheduled ahead of the FY 2027 budget process, focused on long-term financial planning with support from Davenport & Company.

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Ms. Jovanovich outlined the progress on Council-identified priorities, including: (1) improvements to the business development and permitting process; (2) Energy Service Company (ESCO) energy audit; (3) Safe Streets for All initiative (pending contract approval); (4) solid waste program fee structure; and (5) enhanced community engagement and communications strategies. Several long-term initiatives are also underway, including: (1) updates to asset management plans (2) vehicle replacement funding; (3) a parks and trails stewardship plan; (4) an affordable housing study; and (5) branding and IT modernization efforts.

Ms. Jovanovich stated that staff will continue bringing forward additional topics identified during the retreat and budget process at upcoming work sessions, to include cemetery planning, trail lighting, snow removal, and the Comprehensive Plan update.

There was discussion among the Council and staff about the priorities listed in the Strategic Plan and about upcoming items proposed for the Town Council's review.

Councilmember del Aguila suggested that the Town Council either cut the power to the electric vehicle (EV) charging station at the Herndon Municipal Center, or charging a fee for its use, rather than allowing individuals to charge their vehicles for free. Ms. Jovanovich stated that she would follow up on this item, and provide an update at a later work session.

Councilmember Reyes asked about disability being included in the Safe Streets initiative for all programs. Ms. Jovanovich stated that question should be answered when the item will be going before the Council at the next regular meeting. She stated that staff would provide a follow-up at a future meeting.

3. Roundtable

Councilmember Alam: thanked the staff for their presentations and continued work on current initiatives.

Councilmember del Aguila: requested a future work session discussion on the Town's donation process, particularly as it relates to the use of town-owned space (e.g., Arts Herndon), and also expressed interest in a more structured approach to identifying and pursuing federal and state grant opportunities. He asked staff to provide a status update on the remaining FY 25 and FY 26 events, including Juneteenth and Qué Pasa, and requested a traffic study to evaluate converting Pine and Lynn Streets to one-way traffic as part of the Safe Streets initiative.

Councilmember Lloyd: shared appreciation for the April 23 Career Day at Herndon Elementary School and thanked all staff and community members involved. He reflected on the event's impact and engagement with students.
Councilmember Reyes: thanked staff and emphasized that the Safe Streets 20-

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Year Plan should ensure inclusion of individuals with disabilities.

Councilmember Garcia: shared that community members have expressed interest in starting a Herndon Football League and asked about the process for creating a youth sports nonprofit and securing field access.

Vice Mayor Hedrick: noted resident concerns about overgrown grass along medians and road shoulders. Scott Robinson, Acting Deputy Town Manager, responded that spring mowing is underway and should be completed in June.

Mayor LeBlanc: raised concerns about neglected and blighted properties along Elden Street and downtown, and suggested that the Town explore a more proactive enforcement approach using zoning and property maintenance tools. Councilmembers also discussed potential incentive-based strategies to encourage downtown revitalization and commercial occupancy.

Kirstyn Jovanovich, Interim Town Manager: summarized action items from the discussion, including: (1) scheduling a work session on donation and grant processes; (2) providing an update on FY 25-26 events; (3) conducting a traffic study on Pine and Lynn Streets; (4) evaluating zoning enforcement tools and incentives for downtown revitalization; and (5) reviewing EV charging station power use at HMC. She also provided updates on the Herndon Elementary School construction project, which has started earthwork, and noted visible construction activity at 555 Herndon Parkway, signaling movement on a major mixed-use development in the Herndon Transit-Oriented Core.

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

b. A closed meeting pursuant to the Code of Virginia Section 2.2-3711(A)(8), consultation with legal counsel regarding specific legal matters requiring the provision of legal advice by such counsel, relating to real estate in the downtown

c. A closed meeting pursuant to the Code of Virginia Section 2.2-3711(A)(1), a personnel matter involving discussion of prospective candidates for the position of Town Manager (item added during the May 13, 2025 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.

Vice Mayor Hedrick moved that the Council convene in a closed meeting to discuss

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the following as permitted by Code of Virginia:

a. Section 2.2-3711(A)(1), for discussion of prospective candidates relative to appointments to boards and commissions;

b. Section 2.2-3711(A)(8), consultation with legal counsel regarding specific legal matters requiring the provision of legal advice by such counsel, relating to real estate in the downtown; and

c. Section 2.2-3711(A)(1), a personnel matter involving discussion of prospective candidates for the position of Town Manager.

Councilmember Alam seconded the motion, which carried by unanimous roll call vote. The vote was: Councilmembers Alam, del Aguila, Garcia, Lloyd, Reyes, Vice Mayor Hedrick and Mayor LeBlanc voting "Aye."

At 8:30 p.m. Mayor LeBlanc called a brief recess, and at 8:37 p.m., the closed meeting reconvened in the Hoover Conference Room, all members present, with Mayor LeBlanc presiding.

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

The Council came out of closed meeting at 10:42 p.m.

Councilmember Garcia 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 Reyes. The vote was: Councilmembers Alam, del Aguila, Garcia, Lloyd, Reyes, Vice Mayor Hedrick and Mayor LeBlanc voting "Aye."

Aye: 7
Nay: 0
Absent: 0

5. Adjournment

There being no further business, Mayor LeBlanc adjourned the May 13, 2025, Town Council Work Session at 10:44 p.m.

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Amanda E.M. Kertz
Town Clerk
Minutes approved by Town Council : _____

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