Town Council
Regular Meeting
Agenda Item 6.i.

Agenda Item: **Ordinance 25-O-16 to approve and authorize the mayor to sign a Fourth Extension of Lease between the Town of Herndon and The Elden Street Players d/b/a NextStop Theatre Company for space at 397 Herndon Parkway for storage**

Meeting Date: September 23, 2025

Category: Consent

Prepared by: Lesa Yeatts, Town Attorney, Scott E Robinson, Acting Deputy Town Manager

Description:
Ordinance to approve a lease extension for storage space in the Town's building located at 397 Herndon Parkway.

Background:
Next Stop currently leases approximately 250 sq. ft. of space in the Town's building at 397 Herndon Parkway that is solely used for storage. This lease extension also adds a holdover tenancy clause that continues the lease on a month-to-month basis beyond the expiration date until a new lease can be executed.

Timing Impact:
The current lease expired on June 30, 2025. This proposed lease extension will retroactively extend the expiration date so that it will expire on June 30, 2027, so that the tenants may remain in the current space.

Strategic Focus Area:
Good Governance
Thriving Community

Fiscal Impact:
The rent for this space is currently $1.00 per lease term, consistent with similar leases on Town property and is proposed to remain the same.

Legal Impact:
Town policy and Virginia State Code require town council action on leases of town property.

Staff Recommendation/Next Steps:
Adoption of the Ordinance as proposed.

Attachments:
1. Ordinance (Proposed)
2. 4th Extension of Lease