Town Council
Regular Meeting
Agenda Item 6.k.

Agenda Item: **Ordinance 25-O-18 to approve and authorize the mayor to sign an Extension of Lease between Town of Herndon and The Elden Street Players d/b/a NextStop Theatre Company, for space at 717 Lynn Street, commonly known as the Depot**

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 office space in the Town's building located at 717 Lynn Street.

Background:
NextStop Theatre currently leases a small portion of space in the Town's building at 717 Lynn Street that is used as an office and a place to plan recreational activities. Per the town's License Agreement for the land on which the Depot sits, the Depot can only be used for limited purposes. 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 February 28, 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. Extension of Lease