HERNDON TOWN COUNCIL
Regular Meeting Minutes
Tuesday, September 23, 2025

1. Call to Order

Mayor LeBlanc called the September 23, 2025, Town Council regular 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, Kelvin Garcia, 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; Brent Heavner, Chief Communications Officer; Lisa Gilleran, Director of Community Development; Bob Williams, Director of Parks and Recreation, Bryce Perry, Deputy Director of Community Development; Fadrique Iglesias, Lead Planner, Mark Duceman, Transportation Planner; Ahmad Sarafz, Lead Planner; Mike Shindeldecker, Transportation Engineer; and Amanda Kertz, Town Clerk.

2. Pledge of Allegiance to the Flag of the United States of America

Mayor LeBlanc led the audience in the Pledge of Allegiance to the Flag of the United States of America.

Determination of a Quorum

Mayor LeBlanc determined there was a quorum with six Councilmembers present. Councilmember Alam was absent.

Mayor Announcements

Mayor LeBlanc provided updates and comments on the following: (1) Roadway Safety Action Plan; survey available at: herndon- va.gov/RSAP; (2) NatureFest on Sunday, September 28, at Runnymede Park, from 1:00 to 5:00 pm; (3) Coffee with a Cop on October 1, at Weird Brothers; (4) upcoming Town Council meetings: Town Council financial retreat on October 3 – 4, and work session on October 7; (5) Community Picnic at Bready Park the evening of October 9; (6) the State of the Town address on October 29 with Spanish interpretation available; and (7) provided the financial details of the Fall Clean-Up.

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Mayor LeBlanc stated that he recently met with the Dranesville District School Board Representative, Robyn Lady, whose office advised that there is funding scheduled in the Fairfax County Public School Facilities to replace Herndon High School's current scoreboard in 2032. Any enhancements or upgrades would need to be paid for by the sports boosters.

Mayor LeBlanc highlighted two items on the Consent Agenda: (1) a Resolution accepting a donation from the Optimist Club of Herndon for a fence at Bready Park; thanking the Optimists for the generous donation; and (2) a resolution appointing the new Town Manager; expressing appreciation to the Interim Town Manager and Acting Deputy Town Manager.

3. Presentations/Reports/Comments

a. Proclamation to recognize Bicyclist and Pedestrian Awareness Month, October 2025

Mayor LeBlanc recognized Councilmember del Aguila to read the Proclamation to Recognize Bicyclist and Pedestrian Awareness Month into the record.

b. Proclamation, to recognize National Hispanic American Heritage Month, September 15 - October 15, 2025

Mayor LeBlanc recognized Councilmember Reyes to read the Proclamation to Recognize National Hispanic American Heritage Month into the record.

c. Proclamation, to recognize Indigenous Peoples' and Columbus Day, October 13, 2025

Mayor LeBlanc stated it was his honor to read the Proclamation to Recognize Indigenous Peoples' and Columbus Day into the record.

d. Proclamation to recognize United States Constitution Week, September 17-24, 2025

Mayor LeBlanc recognized Vice Mayor Hedrick to read the Proclamation to Recognize Constitution Week into the record.

e. Presentation of the Annual Report Fiscal Year (FY) 2025

Mayor LeBlanc recognized Kirstyn Barr Jovanovich, Interim Town Manager, who presented the FY 2025 Annual Report. Ms. Jovanovich noted that her presentation would highlight key points from the full report, which is part of the meeting agenda. The report focused on the following areas:

1. FY 2025 budget that reduces structural reliance on capital reserves, while maintaining strong credit ratings and sound financial policies.

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2. Fostering a secure and interconnected community through roadway, infrastructure, and transportation improvements.
3. Emphasizing public safety through the Herndon Police Department's partnership with the community.
4. Promoting economic and environmental sustainability by supporting energy efficiency, business growth, historic preservation, and affordable housing.
5. Planning responsible growth by updating the Comprehensive Plan, which builds on and informs the Strategic Plan.
6. Advancing good governance by maintaining public facilities, engaging the community, and cultivating a high-performance workforce.
7. Supporting a thriving community through the Parks and Recreation Department's work in accessibility and the delivery of community events.

Mayor LeBlanc stated that members of the audience are invited to comment on the proclamations during the “Comments from the Audience” portion of the agenda.

f. Town Manager Report

Kirstyn Barr Jovanovich, Interim Town Manager, stated that she did not have additional comments that evening.

g. Councilmember Comments

Councilmember del Aguila: provided comments on proclamations including: (1) Bicyclist and Pedestrian Awareness Month, noting his role as the Council Liaison to the Pedestrian and Bicycle Advisory Committee (PBAC); (2) National Hispanic American Heritage Month; (3) Indigenous Peoples' Day; and (4) United States Constitution Week. He offered comments about the upcoming Town Council financial retreat as well as the Annual Report.

Councilmember Reyes: shared comments on the proclamation recognizing National Hispanic American Heritage Month and emphasized the importance of all proclamations included on that night's agenda.

Councilmember Garcia: thanked those who attended that evening, and staff for their work reflected in the Annual Report. He provided remarks on the Proclamation to Recognize National American Hispanic Heritage Month, expressing his pride in being a Latino and gratitude for the opportunity to honor the contributions of Americans of Hispanic and Latino descent.

Councilmember Lloyd: echoed his colleagues' comments on the proclamations that evening. He noted that the Consent Agenda included a resolution to authorize the hiring of a new Town Manager. He remarked that the Town continued to operate effectively during the transition, commending the Interim Town Manager, Acting Deputy Town Manager, and staff for meeting the Town's needs and

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addressing the Strategic Plan objectives.

Vice Mayor Hedrick: expressed his appreciation for the opportunity to read the proclamation recognizing United States Constitution Week that evening; providing comments on the significance of the Constitution and its amendments. He also provided comments recognizing the somber anniversary of September 11, 2001.

Mayor LeBlanc: discussed several recent community events, including: (1) hitting the first ball off the Golf Course's newly renovated tee box the previous Wednesday. He congratulated Mike Muller, Golf Course General Manager, and staff for their work; (2) attending the Clearview Elementary Back to School Picnic on Friday, September 12, joined by several staff members.

Mayor LeBlanc provided comments on the proclamations presented that evening, thanking the PBAC for their continued efforts in the community. He noted that PBAC's Chair John, who was unable to attend, had expressed her appreciation for the record. He further noted that a proclamation recognizing “Find the Good Day” was provided to the Junior League of Northern Virginia earlier that month.

4. Comments from the Audience

Mayor LeBlanc reviewed the process and asked those who wanted to provide Comments from the Audience to come forward.

The following individuals provided comments:

- Sabrina Bruce, 859 Dogwood Court, Herndon: provided comments on Ordinance 25-O-15, amending speed limits. She requested that the Town consider a stoplight near her residence and referenced written comments she submitted for the record.

- Holly Lynne McKinley Schmidt, 751 Park Avenue, Herndon: representing the Daughters of the American Revolution, provided comments on the recognition of United States Constitution Week.

- Ian McDonald, 312 Old Dominion Avenue, Herndon: provided comments about the upcoming Showcase of Bands hosted by the Pride of Herndon Marching Band on Saturday, September 27.

- Nate Macintyre, 1106 Criton Street Circle, Herndon: referenced comments he submitted for the record regarding vehicles parked on his street blocking driveway access. He requested the Town to address parking on his street.

- Jay Hadlock, 515 Alabama Drive, Herndon: provided comments on: (1) Resolution 25-G-48, appointing a new Town Manager, congratulating the

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appointee; (2) Resolution 25-G-50, establishing the Town Council meeting schedule, requesting the Council consider increasing public comment speaker time; and (3) the Council's discussion of the donation policy at its September 9 work session.

- Alexander Burke, 910 Jorss Place Apt 304, Herndon: provided comments Resolution 25-G-53, awarding the contract for holiday decorations, noting where wreathes were hung in prior years.

5. General

a. Resolution 25-G-47 to award Contract RFP #25-02, Herndon 2050 Comprehensive Plan and Market Study and Economic Development Strategy (MSEDS)

Mayor LeBlanc recognized Ahmad Zaki Sarafez, Lead Planner, who presented the staff report about the award of contract for the 2050 Comprehensive Plan. He reviewed the specific requirements and highlighted several factors, including the market study and economic development strategy. Mr. Sarafez outlined what is included in the proposed costs. He discussed the firms that applied for the Request For Proposal (RFP); the comprehensive review process; the selected applicant; and the other elements that will be included in the shared team. The project is expected to take about 2.5 years with the Planning Commission serving as the steering committee. Public engagement will be a core part of the process. Staff recommends approval of the proposed resolution, as presented.

Councilmember del Aguila moved to approve the item as presented, and the motion was seconded by Councilmember Reyes.

The question was called on 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.

6. Consent

a. Resolution 25-G-48 to appoint a Town Manager for the Town of Herndon

b. Ordinance 25-O-14 to amend Chapter 54 (PERSONNEL), Article I (In General), Article II (Pay), Article III (Leave), and Article IV (Grievance Procedure)

c. Ordinance 25-O-15 to amend Chapter 42 (MOTOR VEHICLES AND TRAFFIC), DIVISION 2 (SPEED LIMITS), Sec. 42-101 (Enumerated), to extend the 25 mph section on Herndon Parkway from Van Buren Street to the eastern intersection with Summerfield Drive

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d. Resolution 25-G-49 to express appreciation and accept a generous donation from Herndon Youth Soccer Association, Inc., for a fence at the Bready Park soccer field

e. Resolution 25-G-50 to establish the Herndon Town Council meeting schedule for January 1, 2026 to December 31, 2026

f. Resolutions to approve the town's participation in the proposed settlement of opioid-related claims

i. Resolution 25-G-51 to approve the town's participation in the proposed settlement of opioid-related claims against the Sackler family, and to direct the Town Manager and/or Town Attorney to execute the documents necessary to effectuate participation in the settlement

ii. Resolution 25-G-52 to approve the town's participation in the proposed settlement of opioid-related claims against Alvogen, Amneal, Apotex, Hikma, Indivior, Mylan, Sun, and Zydus, and to direct the Town Manager and/or Town Attorney to execute the documents necessary to effectuate participation in the settlement

g. Resolution 25-G-53 to award Contract RFP 26-01 Holiday Decorations

h. Resolution 25-G-54 to approve and authorize the submission of a transportation funding application to the Northern Virginia Transportation Authority (NVTA) for FY26-FY31 Regional Revenue funding consideration to be directed towards the project titled 'South Elden Street Corridor Improvements' (South Elden St. Reconstruction, TransAction ID 351)

i. 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

j. Ordinance 25-O-17 to approve and authorize the mayor to sign a Sixth 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 rehearsal

k. 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

l. Resolution 25-G-55 to accept the Annual Report Fiscal Year (FY) 2025

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m. Resolution 25-G-56 to appoint a member to the Town Council's Community Inclusion and Engagement Committee

n. Resolution 25-G-57 to initiate consideration of a Subdivision Ordinance Text Amendment SOTA #25-01 to amend Chapter 70 (SUBDIVISION OF LAND), to update sections for conformance with the Code of Virginia, to clarify certain processes and make other housekeeping amendments as deemed necessary and appropriate

o. Resolution 25-G-58 to initiate consideration of a Zoning Ordinance Text Amendment ZOTA #25-05 to amend Chapter 78 (ZONING), Article XV (Decision-Making Authorities, Application Review and Permitting), to update sections for conformance with the Code of Virginia, to clarify certain processes and make other housekeeping amendments as deemed necessary and appropriate

p. Approval of Minutes

i. August 6, 2025 Town Council Work Session Minutes

ii. August 12, 2025 Town Council Regular Meeting Minutes

On motion of Vice Mayor Hedrick, seconded by Councilmember Reyes, the Consent Agenda items were approved and carried by a 6-0 roll call vote, as presented, without comment. The vote was: Councilmembers Alam, del Aguila, Garcia, Lloyd, Reyes, Vice Mayor Hedrick and Mayor LeBlanc voting "Aye." Councilmember Alam was absent.

7. Adjournment

There being no further business, Mayor LeBlanc adjourned the September 23, 2025 Town Council regular meeting at 8:13 p.m.

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

[Note: Approved resolutions and ordinances are on file in the Town Clerk's office.]

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