



TOWN COUNCIL REGULAR MEETING AGENDA

Herndon Council Chambers
765 Lynn Street, Herndon, VA 20170

Tuesday, May 26, 2026 | 7:00 PM

1. Call to Order

2. Closed Meeting (5:30 PM)

- a. 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 pending tax litigation
- b. A closed meeting pursuant to Code of Virginia Section 2.2-3711(A)(1) pertaining to discussion of a specific public employee relative to an annual performance review

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

4. Presentations/Reports/Comments

- a. Proclamation to recognize LGBTQ+ Pride Month, June 2026
- b. Town Manager Report
- c. Councilmember Comments

5. Comments from the Audience

Members of the public may, for one 3-minute period, provide public comments, requests, consent or general item comments, and comments on matters not included on the agenda.

6. Public Hearings

- a. Ordinance 26-O-14 to approve a Zoning Ordinance Text Amendment - ZOTA #26-01 to amend Chapter 78 (ZONING), by amending Article XIV (Signs), and amending Article XVIII (Definitions), to update sections to include standards for signage in the Herndon Transit-Oriented Core (HTOC), provide a nighttime nit limit for signage, and include definitions pertinent to signage in the HTOC

- b. Ordinance 26-O-15 to approve a Zoning Ordinance Text Amendment ZOTA #26-02 to amend Chapter 78 (ZONING) Section 78-80.4 (Standards for Specific Accessory Uses and Structures by Use Type), and amending Article XVIII (Definitions) to update the provisions regarding caretaker and security guard residences and to add a definition of caretaker and security residence

7. General

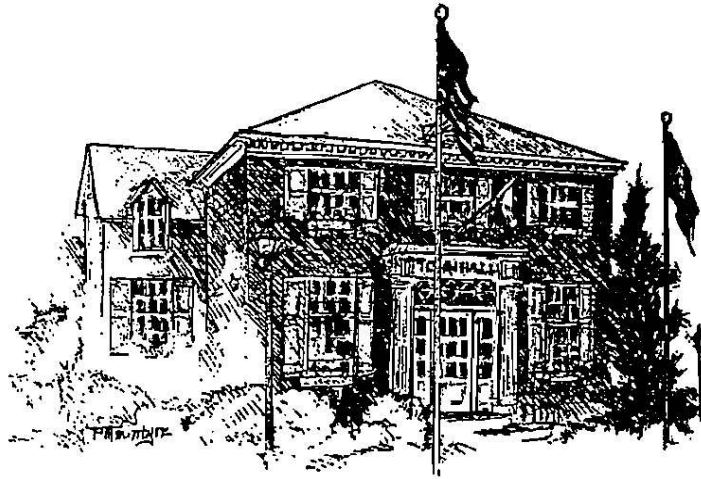
- a. Resolution 26-G-34 to withdraw consideration of Zoning Ordinance Text Amendment - ZOTA #26-03 to amend Chapter 78 (ZONING), Article V (Planned Development Districts), Article VII (Use Regulations), and Article XVIII (Definitions), Section 78-180 (Definitions), to define casino related terms and establish land use provisions for casino establishments

8. Consent

- a. Resolution 26-G-35 to award Contract RFP #26-04, On Call Real Estate Advisory & Transaction Services
- b. Resolution 26-G-36 to award contract IFB #26-04, Mowing and Landscape Services
- c. Resolution 26-G-37 to reappoint a member to the Architectural Review Board/Historic District Review Boards
- d. Resolution 26-G-38 to reappoint a member to the Planning Commission
- e. Approval of the April 14, 2026, Town Council Regular Meeting Minutes
- f. Approval of April 21, 2026, Town Council Work Session Minutes
- g. Approval of the April 28, 2026, Town Council Regular Meeting Minutes

9. Adjournment

Interpretación en Español está disponible en esta sesión.



**TOWN OF HERNDON, VIRGINIA
PROCLAMATION
LGBTQ+ Pride Month
JUNE 2026**

The Town of Herndon proudly celebrates the many contributions of lesbian, gay, bisexual, transgender, queer, and other LGBTQ+ individuals to the social, cultural, and civic life of our community. LGBTQ+ Americans from all backgrounds, across regions, races, religions, and identities, have long shaped and strengthened our country, often in the face of great adversity. Their stories are woven into the fabric of our neighborhoods, classrooms, businesses, and public service. From the patrons of The Stonewall Inn to ongoing efforts for equality and representation, Pride honors the resilience, joy, and dignity of the LGBTQ+ community across generations.

Herndon is a town that values inclusion, authenticity, and connection. Herndon elected its first openly LGBTQ+ mayor to carry forward that work alongside a community that continues to lead with compassion and courage. In recent years, Herndon has continued working to foster a welcoming environment where LGBTQ+ individuals are recognized and supported to fully participate in civic and community life.

Therefore, the Mayor of the Town of Herndon, together with the Herndon Town Council, hereby proclaims June 2026 as **LGBTQ+ Pride Month**. We recognize the discrimination and challenges that still exist, recommit ourselves to building a safer and more inclusive town, and uplift the LGBTQ+ individuals who make Herndon a more vibrant, creative, and compassionate place to live. Furthermore, we encourage residents to wave flags of Pride not only in June, but throughout the year, as symbols of solidarity, hope, and a shared belief that love, dignity, and equality are for all.

Agenda Item: Ordinance 26-O-14 to approve a Zoning Ordinance Text Amendment - ZOTA #26-01 to amend Chapter 78 (ZONING), by amending Article XIV (Signs), and amending Article XVIII (Definitions), to update sections to include standards for signage in the Herndon Transit-Oriented Core (HTOC), provide a nighttime nit limit for signage, and include definitions pertinent to signage in the HTOC

Meeting Date: May 26, 2026

Category: Public Hearings

Prepared by: Angelina Jones, Lead Planner / Design and Development , Bryce Perry, Deputy Director of Community Development, David Stromberg, Zoning Administrator

Description:

This zoning ordinance text amendment (ZOTA) will establish sign standards for the Planned Development – Transit Oriented Core (PD-TOC) zoning district. This ZOTA will also update the existing sign standards in the Transit Related Growth districts. Additionally, staff drafted minor updates to the sections on prohibited signs and general standards for all signs related to the inclusion of the HTOC standards in Article XIV. Staff relied on guidance found in the Urban Design and Architectural Guidelines for the Herndon Transit-Oriented Core to develop the proposed sign standards for the HTOC.

Background/Timing Impact:

The Herndon Metrorail Station opened in 2022. Prior to the station's opening, the Town conducted a study and adopted a plan to support potential redevelopment of the areas close to the Herndon Metrorail Station. The broader plan studied redevelopment scenarios for the commercial neighborhoods around the station and established the HTOC. Roughly 38 acres comprising several parcels immediately north of the Herndon Metrorail Station, the HTOC plan identified and planned for a mixed-use urban center of redevelopment. This planning is reflected in the standards found in the zoning ordinance for the PD-TOC zoning district.

The Herndon Town Council initiated this ZOTA at its February 24, 2026, regular meeting and the Herndon Planning Commission voted to recommend approval at its April 27, 2026, meeting. Based on Planning Commission feedback during the April hearing, staff updated the proposed ZOTA language at the top of Sec. 78-141.8 to clarify that parapet signs and tower signs are mutually exclusive (lines 58-61). The

Planning Commission initially reviewed this item as part of the April 13, 2026, work session during which time the commissioners provided feedback for minor changes to the text, primarily for clarity.

Timing Impact:

Property owners that develop in PD-TOC are currently unable to obtain any sign permits and the town cannot issue any sign permits in the PD-TOC zoning district until an amendment is adopted.

Strategic Focus Area:

Environmental and Economic Sustainability

Fiscal Impact:

While there is no direct fiscal impact of this item on the Town, successful multifamily, retail, and other commercial entities within the HTOC add to the real estate and business revenues of the Town. Attractive and appropriately sized and designed signage serves an important role in the success of multifamily and commercial businesses.

Legal Impact:

If adopted by the Town Council, this amendment will be effective on and after its date of adoption.

Staff Recommendation/Next Steps:

Adopt Zoning Ordinance Text Amendment (ZOTA) #26-01, as presented.

Attachments:

- 1. Ordinance (Proposed)
- 2. Legal Ad
- 3. ZOTA 26-01 Presentation

1 TOWN OF HERNDON, VIRGINIA

2 TOWN COUNCIL

3
4 ORDINANCE

5
6 MAY 26, 2026

7
8 Ordinance- to adopt ZOTA #26-01, to amend Chapter 78 (ZONING), ARTICLE
9 XIV (Signs), Section 78-140.4 (Prohibited signs), Section 78-140.6
10 (General standards for all signs), Section 78-141.8 (Sign Standards
11 for Planned Development—Transit Related Growth Districts), and
12 Article XVIII (Definitions), Section 78-180 (Definitions) to update
13 sections to include standards for signage in the Herndon Transit-
14 Oriented Core (HTOC), provide a nit limit for signage, and include
15 definitions pertinent to signage in the HTOC.

16 BE IT ORDAINED by the Town Council of the Town of Herndon, Virginia that:

17
18 1. The following sections or provisions of the Herndon Town Code (2000), as
19 amended, are amended and re-ordained as follows:

20
21
22 CHAPTER 78 (ZONING)

23
24 ARTICLE XIV. – Signs -

25
26 Sec. 78-140.4. - Prohibited signs.

27 ***

28 (a) General prohibitions. In addition to signs prohibited elsewhere in this Code or by applicable
29 state or federal law, the following signs are prohibited:

30 ***

31 (7) Signs painted directly on a building, except in the historic district overlay when
32 approved by the HDRB **or in the Herndon Transit-Oriented Core and Transit Related**
33 **Growth districts provided all standards delineated in Section 78-140.6 and Section**
34 **78-141.8 are met.**

35 ***

36 Sec. 78-140.6. - General standards for all signs.

37 ***

38 (d) *Sign illumination.* Lighting shall be the minimum necessary to be visible at night time and
 39 shall not create a distraction or other hazard, such as pinpoint glare, to vehicular traffic and
 40 shall conform to the following standards:

41 (1) *Indirect lighting.* In the case of indirect lighting, the source shall be so shielded that it
 42 illuminates only the face of the sign. Indirect lighting shall consist of full cut-off or
 43 directionally shielded lighting fixtures that are aimed and controlled so that the directed
 44 light shall be substantially confined to the sign to minimize glare, sky glow, and light
 45 trespass. The beam width shall not be wider than that needed to light the sign. The
 46 light source shall have a neutral hue and be consistent for all fixtures illuminating a
 47 single sign.

48 (2) *Internal and halo illumination.* Internal illumination and halo illumination shall not be
 49 permitted to have an illumination spread of more than .05-foot candle at the lot line,
 50 shine into on-coming traffic, affect highway safety, or shine directly into a residential
 51 dwelling unit. The background of internally illuminated signs shall be designed so that
 52 the illumination only penetrates the letters, logos, symbols, or other message copy.

53 (3) **All electronic display signage is limited to a maximum of 100 nits between dusk and**
 54 **dawn.**

55 ***

56 **Sec. 78-141.8. - Sign standards for planned development— Herndon Transit-Oriented**
 57 **Core and Transit related growth districts.**

58 **The general standards of Section 78-140.6 will apply, unless exempted. Each**
 59 **establishment and/or vehicular entrance, pedestrian entrance, or service bay may only**
 60 **use one of the following sign types: sign band, awning sign, or canopy sign. Parapet**
 61 **signs and tower signs are mutually exclusive.**

62

Type	Sign Band	Awning Sign	Canopy Sign
<i>Number</i>	1 per establishment frontage and/or vehicular entrance, pedestrian entrance, or service bay	1 per establishment and 1 per pedestrian entrance	1 per establishment and 1 per pedestrian lobby-entrance
<i>Size</i>	1 square foot of sign area for every 1 foot of establishment, separate vehicle or pedestrian entrance, or service bay; linear frontage not to exceed 80% width of frontage, calculated independent of each	Maximum 10% percent-of awning area (top and valence); maximum 10-inch lettering height	Maximum 25 square feet; Maximum width 90% the total width of the canopy; Maximum 18-inch letter height

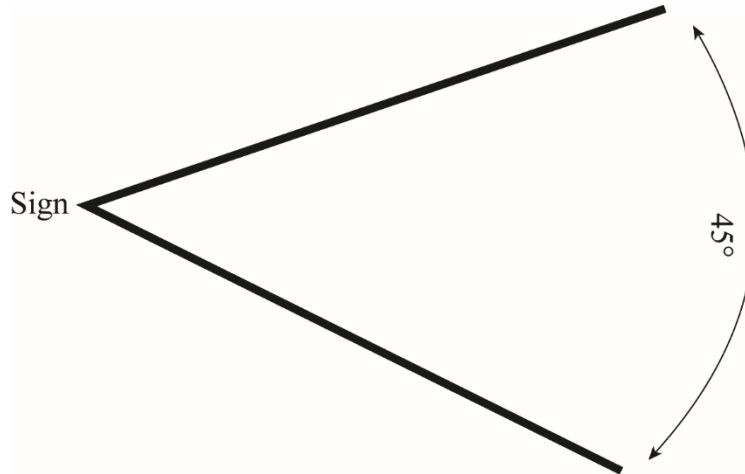
<i>Height</i>	N/A Limited to the height of the sign band	N/A Limited to the height of the awning	Maximum 8 4 feet above canopy
<i>Location</i>	Above 1 st floor storefront Between the second floor and ground floor at storefront, vehicle or pedestrian entrance, or service bay	On awning above 1 st floor storefront On ground floor awnings; On top of awning or on the awning valence	On canopy above 1 st floor storefront On top of ground floor canopies
<i>Illumination</i>	Halo-lit or external	External only; not from underside of awning	External only

63

Type	Projecting Sign	A-Frame Sign	Blade Sign
<i>Number</i>	1 per establishment	Unlimited	1 per building 1 per building corner; under no instance shall two blade signs be viewed simultaneously
<i>Size</i>	12 square feet (excluding bracket); maximum height is 4 feet 3 feet and maximum width is 3 feet 4 feet	12 square feet; maximum width is 3 feet	60 square feet; Maximum 100 square feet with a maximum interior angle of 45 degrees; vertical orientation
<i>Height</i>	Minimum 9 feet 8 feet from bottom of sign to ground	Maximum 4 feet	Maximum $\frac{1}{2}$ height $\frac{2}{3}$ height of the building
<i>Location</i>	Below sign band	In front of establishment and not blocking pedestrian travel	On façade or building corner
<i>Illumination</i>	External only	None	Internal or external

Materials	N/A	Wood and/or metal frame; chalk or marker board copy area	N/A
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64



65

66 *Maximum Multi-faced Sign Angle*

67

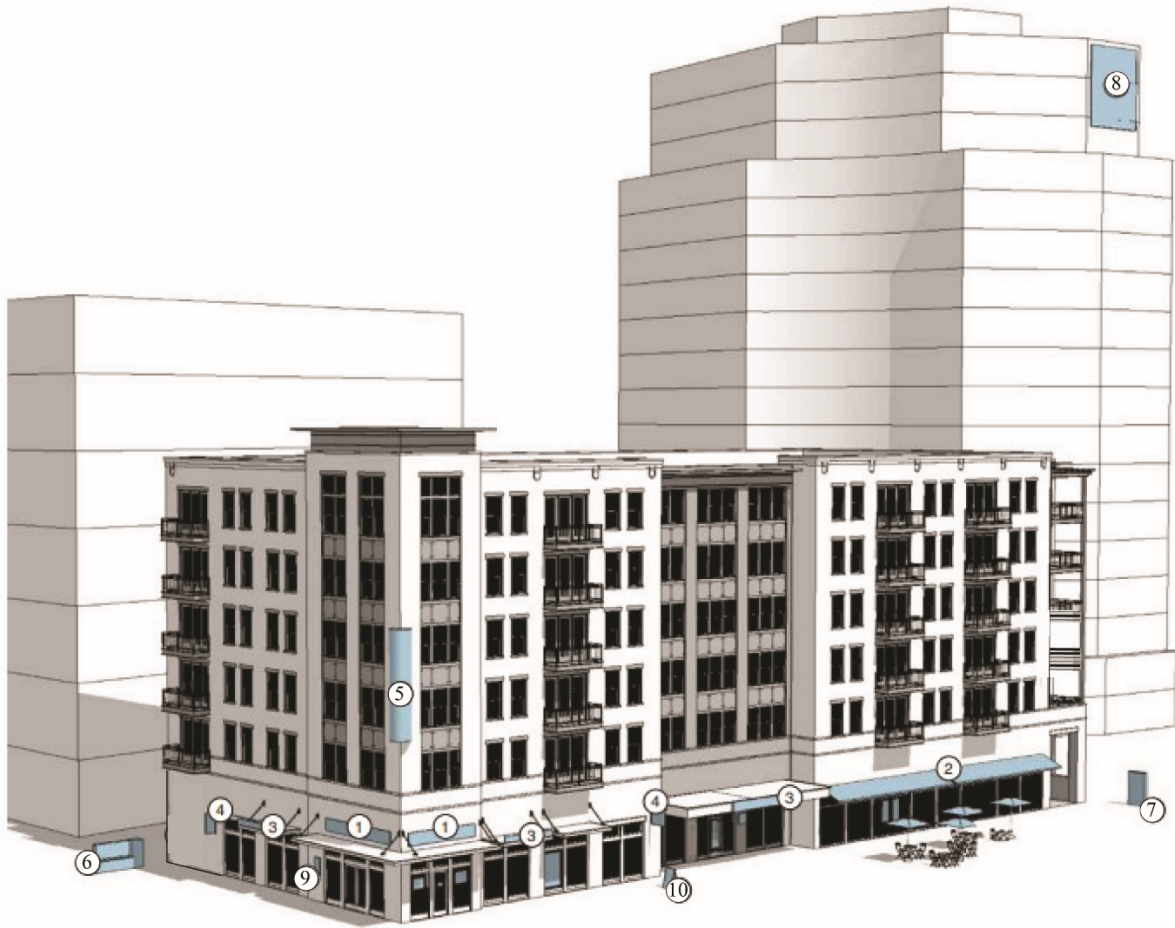
Type	Monument Sign Freestanding Sign (Primary)	Parapet Sign	Freestanding Sign (Secondary)	Tower Parapet Sign	Tower Sign	Freestanding (non-monument)
Number	1 per street frontage- 1 per block frontage	1 per building	2 per block frontage	1 per building when building is minimum 80 feet in height and only on buildings of 60 feet or taller	Up to 2 per building with no more than 1 per elevation on properties abutting the Dulles Toll Road	1 per street frontage
Size	Maximum 36 square feet 32 square feet per sign	Maximum 60 square feet	Maximum 18 square feet per sign, vertical orientation, scaled for	Maximum 150 square feet	250 square feet maximum per sign when building is a minimum of 14 stories or	Maximum 18 square feet

			pedestrian messaging		minimum 180 feet in height; 150 square feet maximum per sign when building is minimum 6 stories or minimum 80 feet in height	
<i>Height</i>	Maximum 8 feet	N/A	Maximum 8 feet	N/A	On the parapet or top level of the building in an area designed to accommodate signage	Maximum 8 feet
<i>Location</i>	Maximum 1 per each street frontage 5' Min. from ROW, Entrances and corners; placement may not break the plane of the façade; limited to frontage on public and private streets	On parapet	Maximum 2 per block frontage, 5' minimum from public ROW and from building facades	At the top of the building On the parapet or top level of the building	Visible from the Dulles Toll Road; On the south facing building elevation, left half of the east facing building elevation, or right half of the west facing building elevation	Maximum 1 per each street frontage
<i>Illumination</i>	Internal halo-lit or external	Internal halo-lit or external	Internal halo-lit or external	Internal halo-lit or external	Internal halo-lit or external	Internal halo-lit or external

68

Type	Plaque	Projecting Banner Sign	A-Frame Sign (Sandwich Board)
Number	1 per business	Unlimited number; Limited to 1	Unlimited

		business per block frontage	
Size	Maximum 4 square feet; Maximum 2 feet in height	24 square feet; 4 feet maximum projection; maximum height 10 feet	12 square feet; maximum width is 3 feet
Height	N/A	Limited to ground, 2nd, or 3rd floors	Maximum 4 feet
Location	On façade	1 spaced every 15 feet minimum	In front of establishment outside pedestrian passage
Illumination	External only	None	None
Materials	N/A	Durable exterior commercial grade fabric	Wood and/or metal frame; chalk or marker board copy area



- | | |
|--------------------------------|--|
| 1. Sign Band | 7. Freestanding Sign (Secondary) |
| 2. Awning Sign | 8. Tower Sign |
| 3. Canopy Sign | 9. Plaque |
| 4. Projecting Sign | 10. A-Frame Sign |
| 5. Blade Sign | |
| 6. Freestanding Sign (Primary) | <i>*Parapet Sign and Projecting Banner Sign not pictured</i> |

70

71 *Sign types in the Herndon Transit-Oriented Core and Transit related growth districts.*

72

73

CHAPTER 78 (ZONING)

74

ARTICLE XVIII. – DEFINITIONS-

76

Sec. 78-180. - Definitions.

78

79 Frontage. For a parcel or lot that abuts street (**public or private**), common area parcel or other
80 defined land area:

81 ***

82 *Sign related terms.* The following definitions pertain to signs and signage in all zoning districts:

83 ***

84 (5) *Building frontage.* ~~Building frontage means the length of the exterior wall of a building which~~
85 ~~physically encloses usable interior space and faces a public right-of-way.~~ **The linear distance**
86 **of a building, measured along the exterior wall which faces a public right-of-way, or**
87 **private street, abutting the parcel of land on which the building is located, except as**
88 **provided in Article XIII, Signs.**

89 ***

90 **(10) Dulles Toll Road tower sign - A wall-mounted sign intended for visibility along the**
91 **Dulles Toll Road.**

92 ***

93 **(26) Plaque – A small, low-profile, wall-mounted nonelectric tablet intended for**
94 **pedestrian scaled messaging and associated with business entrances.**

95 **(27) Projecting banner sign – A sign supported by poles or brackets that extends out**
96 **from the face of a building made of flexible material such as canvas.**

97 ~~(25)~~ **(28) Projecting sign.** Projecting sign means any sign, affixed to a building **below the sign**
98 **band**, supported only by the wall on which it is mounted, and oriented perpendicular to the wall
99 plane on which it is anchored.

100 ***

101 **(33) Sign band – A wall-mounted sign installed above a storefront, vehicular or**
102 **pedestrian entrance, or service bay affixed to an area designed specifically to contain**
103 **signage.**

104

105 2. This ordinance shall be effective on and after the date of its adoption.

**Town of Herndon, Virginia
Notice of Public Hearing**

Notice is hereby given that the Town Council of the Town of Herndon, Virginia, will hold a public hearing on Tuesday, May 26, 2026, at 7:00 p.m. in the Herndon Council Chambers Building, located at 765 Lynn Street, Herndon, on the following items:

Ordinance, to consider a Zoning Ordinance Text Amendment – ZOTA #26-01, to amend Chapter 78 (ZONING), by amending Article XIV (Signs), Section 78-140.4. (Prohibited signs), Section 78-140.6. (General standards for all signs), Section 78-141.8 (Sign Standards for Planned Development — Transit related growth districts), and amending Article XVIII (Definitions), Section 78-180 (Definitions) to update sections to include standards for signage in the Herndon Transit-Oriented Core (HTOC), provide a nighttime nit limit for signage, and include definitions pertinent to signage in the HTOC.

Ordinance, to consider a Zoning Ordinance Text Amendment – ZOTA #26-02, to amend Chapter 78 (ZONING), by amending Article VIII (Accessory Uses), Section 78-80.4 (Standards for specific accessory uses and structures by use type), and amending Article XVIII (Definitions), Section 78-180 (Definitions) to update the provisions regarding caretaker and security guard residences and to add a definition of caretaker and security residence.

The public is encouraged to participate in the town’s public hearing process. Individuals having an interest in the above items are invited to attend the public hearing and state their opinions and may also submit comments to town.clerk@herndon-va.gov.

The proposed items are available for examination by the public at the 2nd floor counter of the Herndon Municipal Center, 777 Lynn Street, Herndon, during normal business hours (Monday – Friday) and also available for review on the town’s website www.herndon-va.gov.

The Town of Herndon supports the Americans with Disabilities Act by making reasonable accommodations for persons with disabilities so that they may participate in services, programs, or activities offered by the town. Please call (703) 435-6804 to arrange for any accommodation that may be necessary to allow for participation. Interpretación en Español está disponible en esta sesión.

Amanda Morrow Kertz, Town Clerk

Note to Publisher:

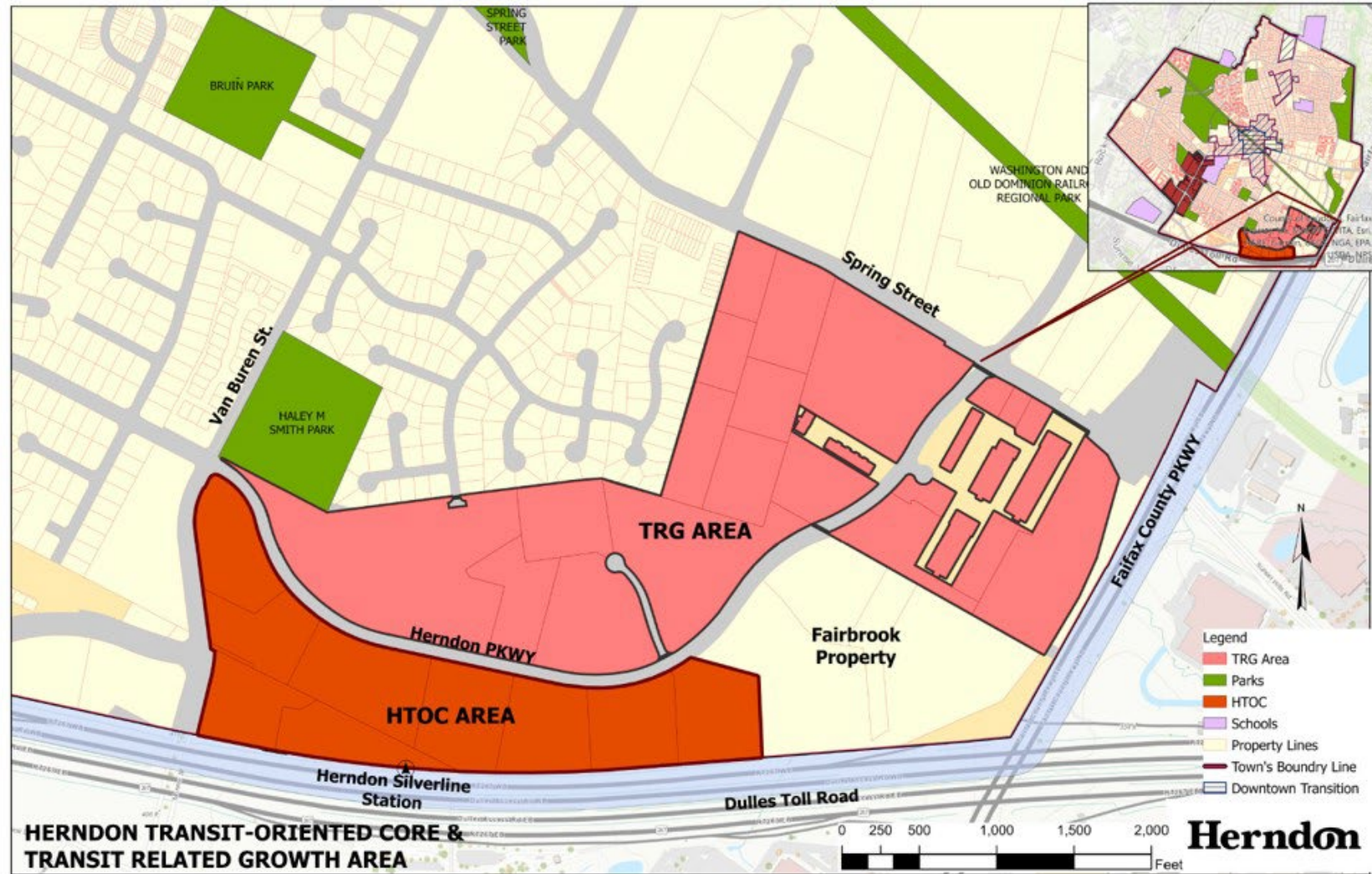
Publish on May 8, 2026/May 15, 2026

Zoning Ordinance Text Amendment ZOTA #26-01 – HTOC Sign Standards

Town Council Public Hearing
May 26, 2026

David Stromberg, AICP
Zoning Administrator

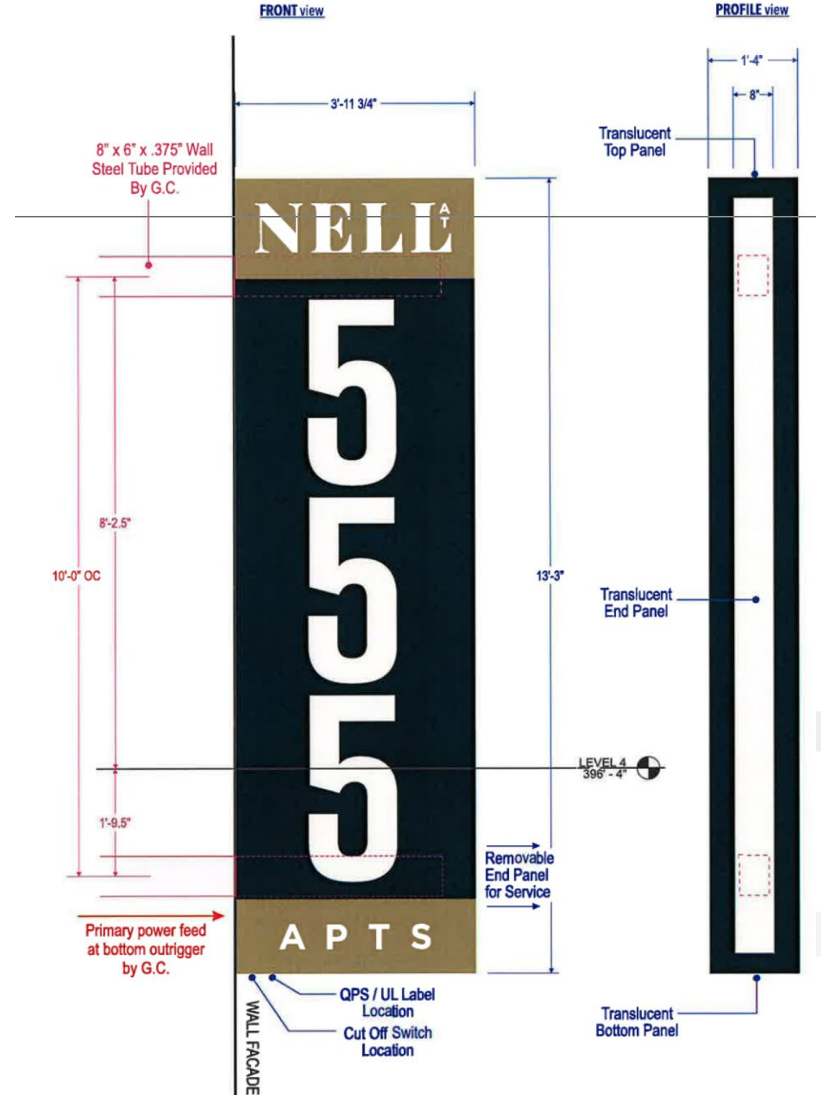
HTOC and TRG Boundaries



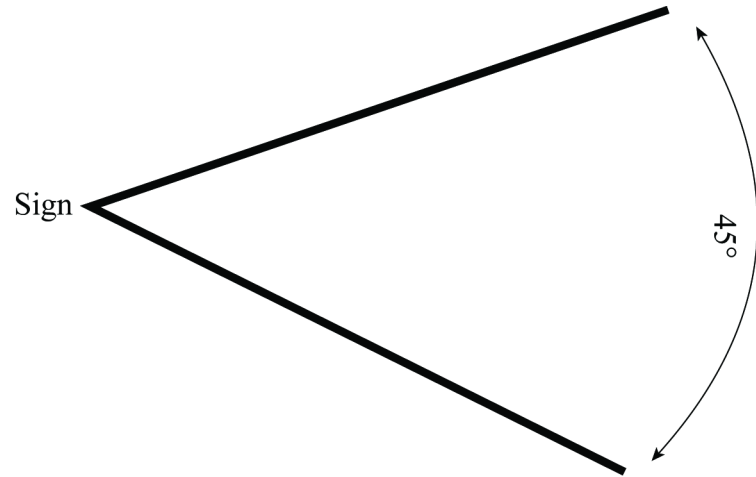
Height	Width	Sq. Ft.
13'-3"	4'-0"	53

Reason for ZOTA #26-01

- Herndon Transit Oriented Core does not have any sign standards
 - Sign applications cannot be approved until zoning language is adopted
- Sign application submitted for 555 Herndon Parkway
- Apartment buildings and commercial spaces in mixed-use development need signs in order to be successful



Sign Types



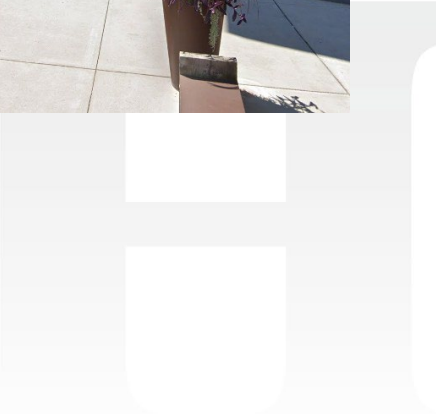
Maximum Multi-faced Sign Angle (Line 64)



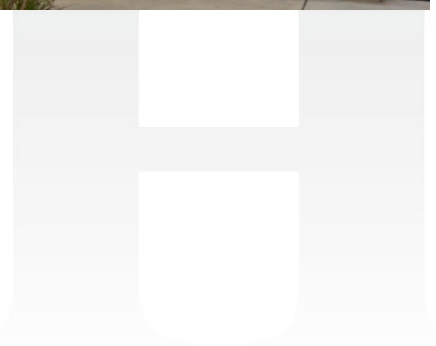
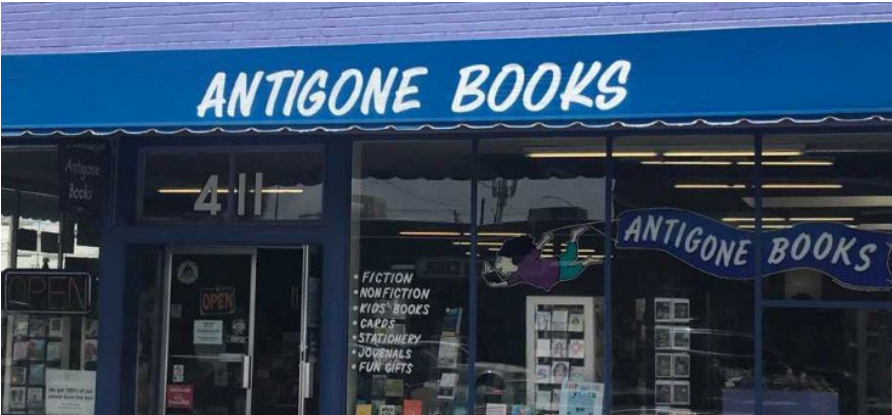
- | | |
|--------------------------------|--|
| 1. Sign Band | 7. Freestanding Sign (Secondary) |
| 2. Awning Sign | 8. Tower Sign |
| 3. Canopy Sign | 9. Plaque |
| 4. Projecting Sign | 10. A-Frame Sign |
| 5. Blade Sign | |
| 6. Freestanding Sign (Primary) | <i>*Parapet Sign and Projecting Banner Sign not pictured</i> |

Sign types in the Herndon Transit-Oriented Core and Transit related growth districts (Line 69)

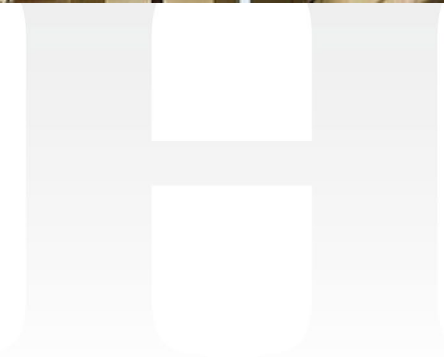
Sign Band



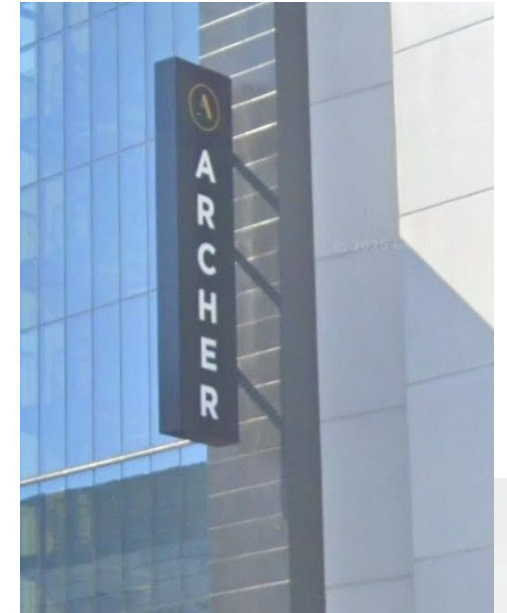
Awning Sign



Canopy Sign

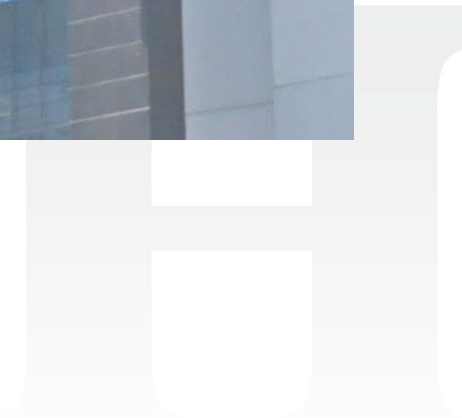


Projecting Sign + Blade Sign



Projecting Signs

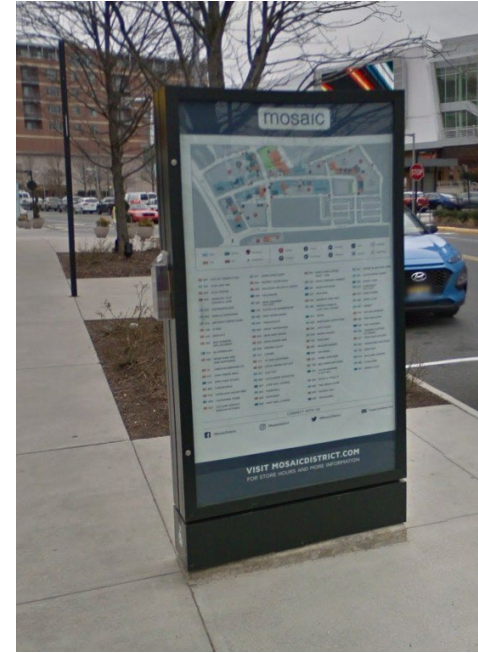
Blade Signs



Freestanding Signs / Primary + Secondary



Freestanding Sign - Primary



Freestanding Sign - Secondary



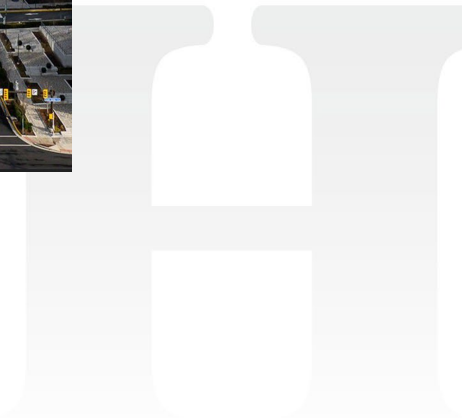
Parapet Sign + Tower Sign



Parapet Sign



Tower Sign



Plaque + Projecting Banner Sign + A-Frame



Plaque



Projecting Banner Sign



A-Frame Sign

Recommendations

Planning Commission

- Recommended *approval* of ZOTA #26-01 during the April 27, 2026, regular meeting

Staff

- Recommends approval of ZOTA #26-01



Zoning Ordinance Text Amendment ZOTA #26-01 – HTOC Sign Standards

Town Council Public Hearing
May 26, 2026

David Stromberg, AICP
Zoning Administrator

Agenda Item: Ordinance 26-O-15 to approve a Zoning Ordinance Text Amendment ZOTA - #26-02 to amend Chapter 78 (ZONING) Section 78-80.4 (Standards for Specific Accessory Uses and Structures by Use Type), and amending Article XVIII (Definitions) to update the provisions regarding caretaker and security guard residences and to add a definition of caretaker and security residence

Meeting Date: May 26, 2026

Category: Public Hearings

Prepared by: David Stromberg, Zoning Administrator

Description:

This Zoning Ordinance Text Amendment (ZOTA) was submitted by Wire/Gill (Agent) on behalf of Extra Space Storage (Applicant). The Herndon Zoning Ordinance currently allows a caretaker or security residence as an accessory use in the CS, Commercial Service, O&LI, Office and Light Industrial, and some planned development zoning districts. Caretaker residences are limited to one residence per principal use, they must be located on the same premises as the principal use, the architectural style must be consistent with the architectural style of the principal use, and they must not exceed 1,000 square feet.

In their statement of justification, the applicant states that the modern market size for caretaker residences accessory to self-storage facilities is greater than 1,000 square feet to allow for a second bedroom and second bathroom. The applicant has proposed language to allow a caretaker residence greater than 1,000 square feet with the approval of a special exception.

Staff is proposing alternative language that would increase the allowable area for caretaker units from 1,000 square feet. Staff was originally proposing an increase to 1,400 square feet, but has changed the draft to allow a maximum of 1,500 square feet based on feedback from the Planning Commission at the work session. Staff is not recommending any special exception review. When considering the size of principal uses that will have a caretaker residence are typically between 60,000 to 100,000 square feet, the increase to the size of a caretaker unit is a De Minimis issue. Staff is actively trying to limit special exception review to larger projects with a higher potential to impact adjacent properties because this level of review consumes a significant amount of staff resources and results in delayed approvals for property owners. Surrounding localities do not regulate the size of caretaker units or have a special

exception review.

Background/Timing Impact:

The applicant submitted this zoning ordinance text amendment application on February 12, 2026. This application is associated with Special Exception SE #25-02 to expand an existing self-service storage facility located at 250 Spring Street. The Planning Commission reviewed this ZOTA at its work session in April and voted to recommend approval at the April 27, 2026, regular meeting, in accordance with the draft ordinance provided.

Timing Impact:

This zoning ordinance text amendment must be approved prior to SE #25-02. Special Exception SE #25-02 is undergoing staff review and will be coming before the Town Council at a later date.

Fiscal Impact:

There is no direct fiscal impact on the Town.

Legal Impact:

If adopted by the Town Council, this amendment will be effective on and after its date of adoption.

Staff Recommendation/Next Steps:

Recommend approval in accordance with draft ordinance.

Attachments:

- 1. Ordinance (Proposed)
- 2. Applicant's Statement of Justification
- 3. Applicant's Proposed Language
- 4. Legal Ad
- 5. Presentation

TOWN OF HERNDON, VIRGINIA

TOWN COUNCIL

ORDINANCE

MAY 26, 2026

Ordinance- to adopt Zoning Ordinance Text Amendment ZOTA #26-02 to amend Chapter 78 (ZONING), Article VIII (Accessory Uses), Section 78-80.4 (Standards for Specific Accessory Uses and Structures by Use Type), and Article XVIII (Definitions) Section 78-180 (Definitions) to update the provisions regarding caretaker and security guard residences and to add a definition of caretaker and security residence.

BE IT ORDAINED by the Town Council of the Town of Herndon, Virginia that:

1. The following sections or provisions of the Herndon Town Code (2000), as amended, are amended and re-ordained as follows:

CHAPTER 78 (ZONING)

Article VIII. – ACCESSORY USES

Sec. 78-80.2. – Table of permitted and allowed accessory uses and structures.

Table 78-80.2(c): TABLE OF PERMITTED AND ALLOWED ACCESSORY USES & STRUCTURES														
KEY: P=Use Permitted By Right; S=Use Allowed Subject to Special Exception Approval; Z=Use Allowed Subject to Zoning Map Amendment Approval														
Notes: 1. A blank cell means the use is prohibited in the district; 2. Uses may be subject to use specific standards noted in the last column. ** For Permitted Accessory Uses in PD-TOC see section 78-50.8; For Accessory Uses Permitted and Allowed in PD-W see section 78-50.9														
ACCESSORY USE	Residential Districts				Business Districts				Planned Development District				Supp'l Reqs.	
	R 15	R 10	R TC	RM	CC	CS	CO	O& LI	PD-R	PD-B	PD-TD PD-D	PD-UR	PD-TOC PD->W, PD-TRG1	See Section

STATEMENT OF JUSTIFICATION
250 SPRING STREET EXTRA SPACE STORAGE
ZONING ORDINANCE TEXT AMENDMENT

February 12, 2026

I. Background

SE#25-02 “250 Spring Street Extra Space Storage” (“SE Application”) is currently under review by Town of Herndon staff. As part of the review of the SE Application, that applicant is requesting a caretaker’s living space as an Accessory use. The square footage of the caretaker’s living space is more than the 1,000 square feet permitted by the Zoning Ordinance, so at staff’s suggestion, the applicant is also requesting a Zoning Ordinance Text Amendment (“ZOTA” or “Application” or “Proposal”) to permit a larger caretaker living space.

II. Request

This ZOTA is filed by Ken Wire, attorney on behalf of Storage Development Herndon LLC, (the “Applicant”) as title owner of the property located at 250 Spring Street (the “Property” or the “Site”) also identified as Tax Map parcel 016-2 ((02)) 0182A1.

The Property is zoned O&LI (Office and Light Industrial District). Per Zoning Ordinance Table 78-80.2(c) “TABLE OF PERMITTED AND ALLOWED ACCESSORY USES & STRUCTURES”, “Caretaker or Security Guard's Residence” is a permitted use in the O&LI District, subject to use standards in section 78-80.4(h). The use standard in ZO section 78-80.4(h)(3) states, “Size limit. It shall not exceed 1,000 square feet in area.” This ZOTA requests the addition of a clause at the end of that section stating “...except as permitted by special exception.”

In our experience, in order to staff a caretaker or guard’s residence for a self-service storage use, the market often requires a residence space with more than 1,000 square feet. Typically this is to allow a second bedroom.

III. Standards for Zoning Ordinance Text Amendments

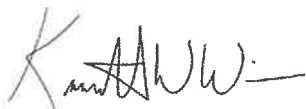
The town council may consider whether and to what extent the proposed amendment meets any of the following standards:

1. Comprehensive plan compliance. Consistent with the comprehensive plan.
 - a. **Applicant response:** *The Proposal will ensure that the proposed expansion in the accessory use is still in compliance with the Comprehensive Plan by requiring it to go through a special exception public review process if in excess of 1,000 square feet.*
2. Meets regulations. Free of conflict with any provision of this chapter, related town regulations, or any other applicable local, state, or federal laws and regulations.
 - a. **Applicant response:** *The Proposal is free of conflict with provisions of the Zoning Ordinance and other town regulations by requiring it to go through a special exception public review process if in excess of 1,000 square feet.*

3. Change in conditions. Changed conditions justify an amendment.
 - a. **Applicant response:** *In our experience, in order to staff a caretaker or guard's residence for a self-service storage use, the market often requires a residence space with more than 1,000 square feet. Typically this is to allow a second bedroom. The existing Zoning Ordinance's flat restriction to 1,000 square feet does not take into account this market condition.*
4. Demonstrated community need. Addresses a demonstrated community need.
 - a. **Applicant response:** *The community is in need of public storage space, which requires larger caretaker or guard residences than currently allowed.*
5. Consistent with purpose and intent of districts. Consistent with the purpose and intent of the zoning districts in this chapter, or will improve compatibility among uses and will ensure efficient development within the town.
 - a. **Applicant response:** *The Proposal will be consistent with the intent of the Zoning Districts, and the accessory use.*
6. Promotes orderly development. Results in a logical and orderly development pattern consistent with accepted or emerging planning practices.
 - a. **Applicant response:** *The Proposal will encourage the continued existence or potential expansion of self-storage uses in the town.*
7. Avoids adverse impacts. Avoids adverse impacts on the natural environment, including but not limited to water, air, noise, stormwater management, wildlife, vegetation, wetlands, and the natural functioning of the environment.
 - a. **Applicant response:** *There are no adverse impacts associated with this proposal.*
8. Adequate facilities and utilities. Results in development that is adequately served by public facilities (roads, potable water and sewage, schools, parks, police, and fire and emergency medical facilities).
 - a. **Applicant response:** *Facilities impacts would be part of the review of any Special Exception, as proposed.*

For all of the aforementioned reasons, the Applicant respectfully requests that Staff and Planning Commission endorse, and the Town Council approve this Application.

Sincerely,



Ken Wire



Kenneth W. Wire
kwire@wiregill.com
703-677-3129

February 12, 2026

Bryce Perry, Deputy Director
Community Development Department
Town of Herndon
777 Lynn Street
Herndon, Virginia 20170

Re: 250 Spring Street Extra Space Storage Zoning Ordinance Text Amendment Redline

Please see below for a redline version of the relevant section of the proposed ZOTA, Zoning Ordinance section 78-80.4(h)(3).

Regards,

A handwritten signature in black ink, appearing to read 'Kenneth W. Wire', written in a cursive style.

Kenneth W. Wire

“(h) Caretaker's or security guard's residence. Caretakers' or security guards' residences are subject to compliance with the following standards:

- (1) One per principal use. Only one unit per principal use is allowed, and it shall be occupied by at least one person, who shall be an owner or employee of the business that is the principal use.
- (2) Located on premises. It shall be located on the same premises with the principal use.
- (3) Size limit. It shall not exceed 1,000 square feet in area, except as permitted by special exception.
- (4) Style. It shall be limited to one floor and constructed so that the exterior architectural style of the dwelling is consistent with the development style of the structure housing the principal use.”

**Town of Herndon, Virginia
Notice of Public Hearing**

Notice is hereby given that the Town Council of the Town of Herndon, Virginia, will hold a public hearing on Tuesday, May 26, 2026, at 7:00 p.m. in the Herndon Council Chambers Building, located at 765 Lynn Street, Herndon, on the following items:

Ordinance, to consider a Zoning Ordinance Text Amendment – ZOTA #26-01, to amend Chapter 78 (ZONING), by amending Article XIV (Signs), Section 78-140.4. (Prohibited signs), Section 78-140.6. (General standards for all signs), Section 78-141.8 (Sign Standards for Planned Development — Transit related growth districts), and amending Article XVIII (Definitions), Section 78-180 (Definitions) to update sections to include standards for signage in the Herndon Transit-Oriented Core (HTOC), provide a nighttime nit limit for signage, and include definitions pertinent to signage in the HTOC.

Ordinance, to consider a Zoning Ordinance Text Amendment – ZOTA #26-02, to amend Chapter 78 (ZONING), by amending Article VIII (Accessory Uses), Section 78-80.4 (Standards for specific accessory uses and structures by use type), and amending Article XVIII (Definitions), Section 78-180 (Definitions) to update the provisions regarding caretaker and security guard residences and to add a definition of caretaker and security residence.

The public is encouraged to participate in the town’s public hearing process. Individuals having an interest in the above items are invited to attend the public hearing and state their opinions and may also submit comments to town.clerk@herndon-va.gov.

The proposed items are available for examination by the public at the 2nd floor counter of the Herndon Municipal Center, 777 Lynn Street, Herndon, during normal business hours (Monday – Friday) and also available for review on the town’s website www.herndon-va.gov.

The Town of Herndon supports the Americans with Disabilities Act by making reasonable accommodations for persons with disabilities so that they may participate in services, programs, or activities offered by the town. Please call (703) 435-6804 to arrange for any accommodation that may be necessary to allow for participation. Interpretación en Español está disponible en esta sesión.

Amanda Morrow Kertz, Town Clerk

Note to Publisher:

Publish on May 8, 2026/May 15, 2026

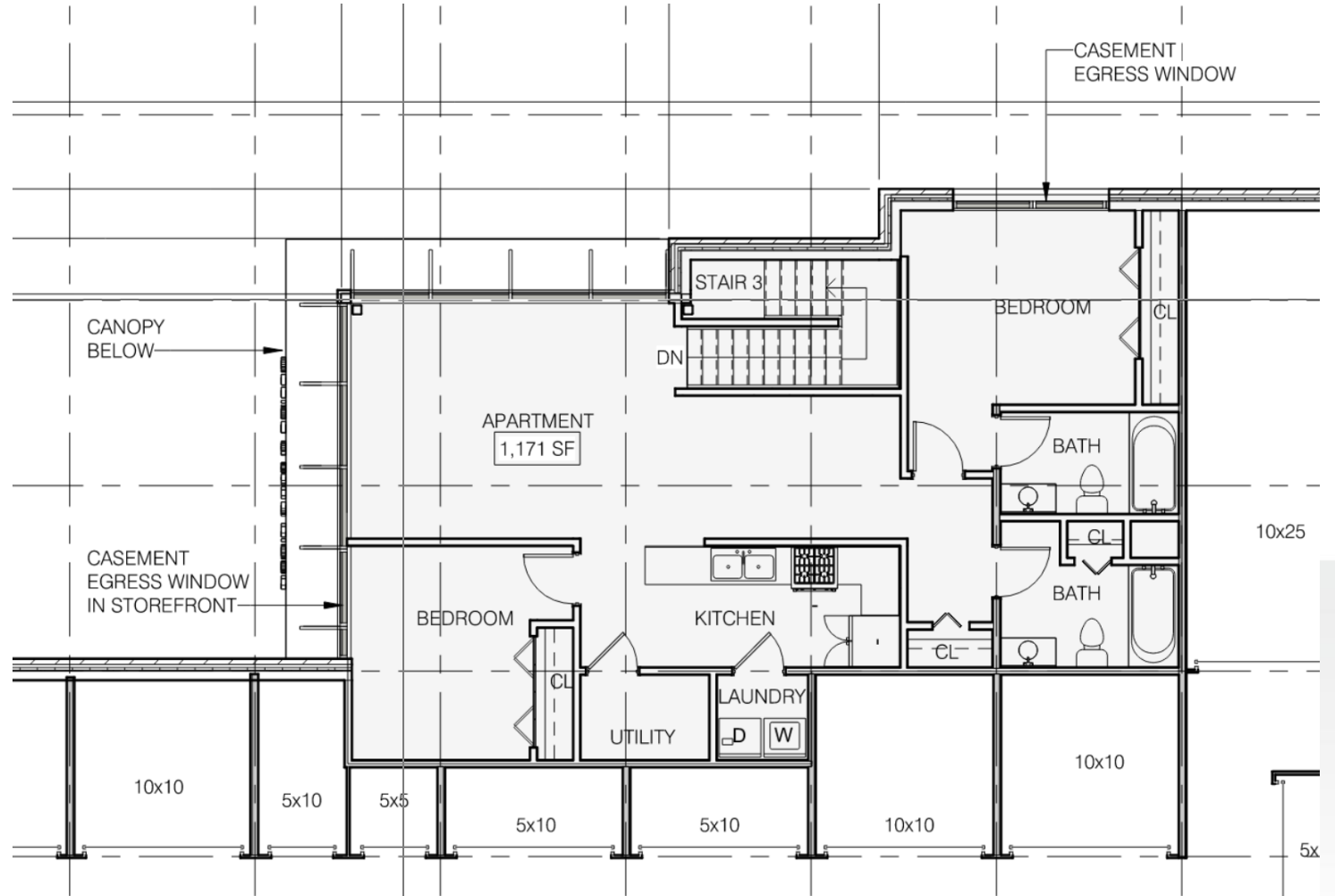
Zoning Ordinance Text Amendment ZOTA #26-02 – Caretaker and Security Residences

Town Council Public Hearing
May 26, 2026

David Stromberg, AICP
Zoning Administrator

Reason for ZOTA #26-01

- Applicant submitted zoning ordinance text amendment request
 - Related to Extra Space Storage on 250 Spring Street
- Maximum size of caretaker unit per Herndon zoning ordinance is 1,000 square feet
- Current market conditions for caretaker units are 2 bedrooms and 2 bathrooms
- Staff is recommending a maximum of 1,400 square feet



Recommendations

Planning Commission

- Recommended *approval* of ZOTA #26-02 during the April 27, 2026, regular meeting

Staff

- Recommends approval of ZOTA #26-02



Zoning Ordinance Text Amendment ZOTA #26-02 – Caretaker and Security Residences

Town Council Public Hearing
May 26, 2026

David Stromberg, AICP
Zoning Administrator

Agenda Item: Resolution 26-G-34 to withdraw consideration of Zoning Ordinance Text Amendment - ZOTA #26-03 to amend Chapter 78 (ZONING), Article V (Planned Development Districts), Article VII (Use Regulations), and Article XVIII (Definitions), Section 78-180 (Definitions), to define casino related terms and establish land use provisions for casino establishments

Meeting Date: May 26, 2026

Category: General

Prepared by: David Stromberg, Zoning Administrator

Description:

This zoning ordinance text amendment is no longer necessary due to the governor's veto of Senate Bill SB 756.

This zoning ordinance text amendment would have added a definition for "Casino Gaming Establishment" that is consistent with the definition in the Code of Virginia. The draft language included amendments to PD-TOC, Planned Development - Transit Oriented Core, a zoning district that is only permitted on those properties closest to the metro station. This amendment would not have allowed a casino gaming establishment in downtown Herndon, or any other place in town other than the nine parcels zoned PD-TOC.

The draft included minimum provisions for community uses that must be included in a casino gaming establishment mixed-use development. Those uses included the following:

- A hotel with at least 225 guest rooms
- A minimum of 34,000 square feet of retail space
- A minimum of 11,000 square feet of conference or ballroom space
- A minimum of 20,000 square feet of retail grocery space

If this zoning ordinance text amendment had been adopted, a proposed casino development would have needed to submit a legislative Development Plan and Special Exception review before the Planning Commission and Town Council.

Background/Timing Impact:

This zoning ordinance text amendment was initiated March 24, 2026, in response to the

General Assembly passage of Senate Bill SB 756. This bill amended the Code of Virginia Title 58.1 (Taxation), Chapter 41 (Casino Gaming). The Governor vetoed this bill on April 9, 2026. The Planning Commission recommended denial of this item at its Regular Meeting on May 18.

Timing Impact:

Zoning ordinance text amendments may be considered in the future in response to General Assembly bills passed in future legislative sessions.

Strategic Focus Area:

N/A

Fiscal Impact:

Recommending withdrawal of this zoning ordinance text amendment will not have a fiscal impact on the town.

Legal Impact:

This zoning ordinance text amendment is no longer necessary due to Governor Spanberger's veto.

Staff Recommendation/Next Steps:

Staff recommends the Town Council withdraw initiation of ZOTA #26-03.

Attachments:

- 1. Resolution (Proposed)

**TOWN OF HERNDON, VIRGINIA
TOWN COUNCIL**

RESOLUTION

MAY 26, 2026

Resolution- to withdraw consideration of a Zoning Ordinance Text Amendment ZOTA #26-03 to amend Chapter 78 (ZONING), Article V (Planned Development Districts), by amending Section 78-50.8 (PD-TOC – Planned Development – Transit-Oriented Core), Article VII (Use Regulations), Section 78-71.8 (Indoor Entertainment Use Category), and Article XVIII (Definitions), Section 78-180 (Definitions) to define casino related terms and establish land use provisions for casino establishments.

BE IT RESOLVED by the Town Council of the Town of Herndon, Virginia that:

1. The Town Council withdraws an amendment to Chapter 78 (ZONING), Article V (Planned Development Districts), by amending Section 78-50.8 (PD-TOC – Planned Development – Transit Oriented Core), Article VII (Use Regulations), Section 78-71.8 (Indoor Entertainment Use Category), and Article XVIII (Definitions), Section 78-180 (Definitions) to define and establish requirements for casino establishments and related terms.
2. This zoning ordinance text amendment is no longer necessary due to the governor's veto of Senate Bill SB 756.

Agenda Item: Resolution 26-G-35 to award contract RFP #26-04, On Call Real Estate Advisory and Transaction Services

Meeting Date: May 26, 2026

Category: Consent

Prepared by: Collin Okoniewski, Economic Development Manager

Description:

This resolution provides authorization for the Town to execute a contract with Brailsford & Dunlavey for RFP #26-04, On Call Real Estate Advisory & Transaction Services.

Background/Timing Impact:

The Town currently does not maintain an on-call consultant contract dedicated to real estate advisory and transaction services. As the Town advances key initiatives, including the Herndon 2050 Comprehensive Plan, Market Study & Economic Development Strategy, redevelopment evaluation, and broader economic development priorities, staff identified the need for flexible, specialized professional support to assist with real estate strategy, property evaluation, market analysis, redevelopment feasibility, acquisition and disposition support, public-private partnership advisory, and related economic development initiatives.

Timing Impact:

This new contract establishes an on-call resource to provide the Town with strategic, technical, and transaction-related expertise on an as-needed basis, improving the Town's ability to respond efficiently to real estate, redevelopment, and economic development opportunities.

Strategic Focus Area:

Environmental and Economic Sustainability
Strong Fiscal Stewardship

Fiscal Impact:

This contract establishes an on-call professional services resource for real estate advisory and transaction-related services on an as-needed basis. No specific project funds are appropriated through this award. Work authorized under this contract will be assigned through individual task orders, with funding drawn from the professional services category of the Communications and Economic Engagement budget, departmental operating funds, Capital Improvement Plan allocations, or other previously

approved funding sources as applicable. This structure provides the Town flexibility to access specialized real estate, redevelopment, and economic development expertise when needed while maintaining project-by-project fiscal control.

Legal Impact:

This contract was procured in accordance with applicable Town procurement requirements and requires Town Council approval as a multi-year professional services contract. The initial contract term shall commence upon award and continue for three (3) years, with the option for up to three (3) additional one-year renewals at the Town’s discretion and upon mutual agreement.

Staff Recommendation/Next Steps:

The staff recommends that the Town Council approve the attached resolution to award and execute Contract RFP #26-04, On Call Real Estate Advisory & Transaction Services to Brailsford & Dunlavey.

Attachments:

- 1. Resolution (Proposed)

**TOWN OF HERNDON, VIRGINIA
TOWN COUNCIL**

RESOLUTION

MAY 26, 2026

Resolution- to award Contract RFP #26-04, On Call Real Estate Advisory & Transaction Services.

The town has solicited by posting the Request for Proposal (RFP) for a qualified contractor to provide On Call Real Estate Advisory & Transaction Services. The RFP was posted on the Town of Herndon website and eVA Commonwealth of Virginia procurement website on March 11, 2026, to obtain the services of a qualified firm specializing in Real Estate Advisory & Transaction Services. The procurement of these services was in accordance with the procedures of the Virginia Public Procurement Act, Competitive Negotiation. Three proposals were received and evaluated using the numeric scoring matrix published in the RFP. Brailsford & Dunlavey's proposal was responsive and had the highest score.

THEREFORE, BE IT RESOLVED by the Town Council of the Town of Herndon, Virginia that:

1. Contract RFP #26-04, On Call Real Estate Advisory & Transaction Services between the Town of Herndon and Brailsford & Dunlavey is awarded, per the negotiated terms and rates.
2. The term of the proposed contract is three (3) years from the date of award, with three (3) one-year renewal options at the Town's discretion and upon mutual agreement.

Agenda Item: Resolution 26-G-36 to award contract IFB #26-04, Mowing and Landscape Services

Meeting Date: May 26, 2026

Category: Consent

Prepared by: Tammy Chastain, Acting Director of Public Works

Description:

This Resolution provides authorization for the Town to execute a services contract with Oakton & Waters Group LLC for IFB #26-04, Mowing and Landscape Services for a one-year contract and the Town reserves the right to renew this contract for four (4) additional years, one (1) year at a time.

Background/Timing Impact:

The Department of Public Works has an annual term contract for mowing and landscape services for various town facilities and rights-of-way. The previous annual contract was approved on March 23, 2021, with Brightview Landscape Services, Inc. in the amount of \$123,145.38.

On March 31, 2026, the IFB was advertised on OpenGov and eVA, the state procurement site, as IFB #26-04. A bid opening was held with seven companies submitting bids. The lowest bidder was found to be responsive and responsible.

Timing Impact:

Town Council approval is necessary to authorize the annual contract for mowing and landscape services.

Strategic Focus Area:

Strong Fiscal Stewardship
Good Governance

Fiscal Impact:

The town will pay Oakton & Waters Group LLC a yearly total of \$159,570 for mowing services. The contract includes the option of four one-year renewals, for a total potential fiscal impact of \$797,850.

Legal Impact:

This contract was procured under Town Code Chapter 30, Article VIII Fiscal

Procedures, Division 2 – Procurement and requires Town Council approval as a multi-year contract expected to be in excess of \$100,000.

Staff Recommendation/Next Steps:

Staff recommends approval of the Resolution to award Contract IFB #26-04, Mowing and Landscape Services to Oakton & Waters Group LLC.

Attachments:

- 1. Resolution (Proposed)

**TOWN OF HERNDON, VIRGINIA
TOWN COUNCIL**

RESOLUTION

MAY 26, 2026

Resolution- to award contract IFB #26-04, Mowing and Landscape Services.

The Department of Public Works has an annual term contract for mowing and landscape services for various town facilities and rights-of-way.

THEREFORE, BE IT RESOLVED by the Town Council of the Town of Herndon, Virginia that:

1. The contract for IFB #26-04 is hereby awarded to Oakton & Waters Group LLC, for the mowing and landscaping services.
2. The contract has a one-year (1) term commencing on the date that the contract is fully executed, with four (4) one-year optional renewals.

Agenda Item: Resolution 26-G-37 to reappoint a member to the Architectural and Historic District Review Boards

Meeting Date: May 26, 2026

Category: Consent

Prepared by: Margie Tacci, Deputy Town Clerk

Description:

This is a request to reappoint Melody Fetske to the Architectural and Historic District Review Boards for a three-year term, ending on June 30, 2029, effective July 1, 2026.

Background/Timing Impact:

The Architectural Review Board (ARB) consists of five members appointed by the Town Council, who shall be town residents and qualified voters, except the architect member (ARB), who may or may not be a resident of the Town. The Board has jurisdiction over all structures except detached single-family homes and buildings in the Historic District. The Historic District Review Board (HDRB) consists of seven members appointed by the Town Council. The full term for both Boards is three years.

Timing Impact:

Reappointment of the members is necessary to ensure the continuity of the Boards.

Strategic Focus Area:

Good Governance

Fiscal Impact:

N/A

Legal Impact:

The Town Council retains the authority to appoint members to Town boards, commissions, and committees, consistent with the Town Charter and Town Code.

Staff Recommendation/Next Steps:

Recommend approval of the resolution, as presented.

Attachments:

1. Resolution (Proposed)

**TOWN OF HERNDON, VIRGINIA
TOWN COUNCIL**

RESOLUTION

MAY 26, 2026

Resolution- to reappoint a member to the Architectural and Historic District Review Boards.

BE IT RESOLVED by the Town Council of the Town of Herndon, Virginia that:

1. **Melody Fetske** is reappointed to the Historic District Review Board and Architectural Review Board for a three-year resident term ending June 30, 2029, effective July 1, 2026.

Agenda Item: Resolution 26-G-38 to reappoint a member to the Planning Commission

Meeting Date: May 26, 2026

Category: Consent

Prepared by: Margie Tacci, Deputy Town Clerk

Description:

This is a request to reappoint Andrew Beatty as a member of the Planning Commission (PC) to a four-year term ending July 31, 2030, effective August 1, 2026.

Background/Timing Impact:

The Planning Commission consists of seven Town resident members appointed by the Town Council. The Planning Commission makes recommendations to the Town Council on issues affecting the Comprehensive Plan, rezoning of property, use permits for special uses in specific zoning areas, variances from the zoning ordinances, site plans for new or revised construction, and architectural appearance. A full term is four years.

Timing Impact:

Reappointment of the member is necessary to ensure the continuity of the Commission.

Strategic Focus Area:

Good Governance

Fiscal Impact:

N/A

Legal Impact:

The Town Council retains the authority to appoint members to Town boards, commissions, and committees, consistent with the Town Charter and Town Code.

Staff Recommendation/Next Steps:

Recommend approval of the resolution, as presented.

Attachments:

1. Resolution (Proposed)

**TOWN OF HERNDON, VIRGINIA
TOWN COUNCIL**

RESOLUTION

MAY 26, 2026

Resolution- to reappoint a member to the Planning Commission.

BE IT RESOLVED by the Town Council of the Town of Herndon, Virginia that:

1. **Andrew Beatty** is reappointed as a member of the Planning Commission to a four-year term ending July 31, 2030, effective August 1, 2026.

Agenda Item: Approval of the April 14, 2026, Town Council Regular Meeting Minutes

Meeting Date: May 26, 2026

Category: Consent

Prepared by: Amanda Kertz, Town Clerk

Description:

This is a request for Approval of the April 14, 2026, Town Council Regular Meeting Minutes.

Background/Timing Impact:

Town Council minutes are typically presented for approval in chronological order. Action on the minutes is an important function of the Town Council.

Strategic Focus Area:

Good Governance

Fiscal Impact:

N/A

Legal Impact:

Code of Virginia Section 2.2-3707 outlines the requirements for the recording of minutes for the governing body.

Staff Recommendation/Next Steps:

Recommend approval as presented.

Attachments:

1. Draft Minutes

**HERNDON TOWN COUNCIL
Regular Meeting Minutes
Tuesday, April 14, 2026**

1. Call to Order

Mayor LeBlanc called the April 14, 2026, Town Council 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 (arrived at 7:02 p.m.), Michael T. Lloyd, and Alex Reyes.

Councilmember Alam was absent.

Staff present during the meeting: Kirstyn Barr Jovanovich, Deputy Town Manager; Lesa Yeatts, Town Attorney; Brent Heavner, Chief Communications Officer; Marjorie Sloan, Director of Finance; Maria Lee, Budget Manager; and Margie Tacci, Deputy 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.

Determination of a Quorum

Mayor LeBlanc determined there was a quorum with six members of Council present, with Councilmember Alam absent.

Mayor Announcements

Mayor LeBlanc discussed several upcoming events, including:

1. Runnymede Park Stream Cleanup on Saturday, April 25 from 8:00 a.m. to 12:00 p.m. at Runnymede Park.
2. Opening Day of the Herndon Farmers Market on Thursday, May 7.
3. Historic District Preservation Tax Credit Workshop on Thursday, May 14 at 6:30 p.m. in the Council Chambers.
4. Bike to Work Day on Friday, May 15, with a pit stop in downtown near the Herndon Depot from 6:00 a.m. to 10:00 a.m.
5. Polar Heat on Lynn Street on Saturday, May 16 from 11:00 a.m. to 8:00 p.m.

6. State of the Town Address on Tuesday, May 19 at 6:30 p.m. in the Council Chambers.

3. Presentations/Reports/Comments

a. Town Manager Report

Kirstyn Barr Jovanovich, Deputy Town Manager, announced that the community donation program is now open for applications. She noted that the application link is available on the Town's website and encouraged interested organizations to apply for consideration for Fiscal Year 2027 funding.

b. Councilmember Comments

Councilmembers del Aguila, Garcia, Lloyd, and Vice Mayor Hedrick welcomed those in attendance and expressed their appreciation for community participation.

Councilmember Lloyd: reminded those in attendance of the upcoming ribbon cutting at Harding Park on Saturday, April 25, along with several community events scheduled for that weekend.

Mayor LeBlanc: echoed Councilmember Lloyd's comments regarding the upcoming events and noted that the purple dinosaur remains on display at Harding Park.

Mayor LeBlanc also stated that he, along with several staff members, had the opportunity to meet with a delegation from Gangwon Province, South Korea, on Monday, April 13. He noted that the discussion included topics such as economic development, as well as the Town's budgetary and financial policies.

Mayor LeBlanc recognized Public Safety Telecommunicators Week, observed April 12–18, which honors those who handle emergency calls, dispatch police, fire, and EMS services, and provide critical, life-saving assistance. He thanked the dispatchers at the Herndon Police Department for their service to the community.

Comments and Disclosures for the Record

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

Ms. Tacci stated that comments were entered into the record on item 5(a) Fiscal Year 2027 Proposed Budget. No additional public comments or disclosures were received for any other items listed on that meeting's agenda.

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:

1. Steve Mitchell, Herndon Downtown Business Group: thanked Mayor LeBlanc and Town staff for continued efforts to clean up trash in areas near the Herndon Metrorail Station and downtown. He stated that he looks forward to serving on the Metro area committee.
2. Ann Vayda, 631 Oak Street, Herndon: provided comments regarding a Councilmember who was not present and raised concerns about continued compensation. She suggested that Council consider reviewing compensation in a future resolution.
3. Alexander Burke, 910 Jorss Place, Herndon: requested additional trees at Herndon Harbor House and noted that he has discussed the matter with the Town Arborist and Fairfax County.
4. Jay Hadlock, 515 Alabama Drive, Herndon: requested that survey information be made available on the Town's website, including information related to snow events.
5. Anne (last name not provided) 859 Dulbur Court, Herndon: thanked the Department of Public Works for assistance with her trash can.

5. Public Hearings

a. Fiscal Year (FY) 2027 Proposed Budget

i. Ordinance to Levy Taxes on Real Estate and Manufactured Homes, and Other Subjects for the Fiscal Year 2027 Budget

A Certificate of Publication was filed from the Editor of the Fairfax County Times Newspapers, showing that notice of said public hearing items had been duly advertised in the March 27, 2026 issue.

ii. Ordinance to amend Chapter 74 (UTILITIES), Article II (Sewers and Sewage Disposal), Division 5 (Sanitary Sewer System Rates & Charges), Section 74-262 (Schedule of Rates); and Article III (Water), Division 2 (Service), Subdivision II (In-Town Service Charges), Section 74-326 (Schedule of Charges), to increase the service and usage charges for sanitary sewer and water

Certificates of Publication were filed from the Editor of the Fairfax County Times Newspapers, showing that notice of said public hearing items had been duly advertised in the Friday, March 27 and April 3, 2026, issues, with a courtesy copy published on April 10, 2026.

iii. Ordinance to amend Chapter 63 (SOLID WASTE), Section 63-8 (Schedule of fees) to recategorize type of fee and to increase rate

Certificates of Publication were filed from the Editor of the Fairfax County Times Newspapers, showing that notice of said public hearing items had been duly advertised in the Friday, March 27 and April 3, 2026, issues, with a courtesy copy published on April 10, 2026.

iv. Resolution to adopt a Fiscal Planning Resolution for the Fiscal Year 2027 Budget for the Town of Herndon

Certificates of Publication were filed from the Editor of the Fairfax County Times Newspapers, showing that notice of said public hearing items had been duly advertised in the Friday, March 27 and April 3, 2026, issues, with a courtesy copy published on April 10, 2026.

v. Ordinance to appropriate funds to implement the Fiscal Year 2027 Budget for the Town of Herndon, establishing the Pay Plan, and reserving on-going and Capital Funding for this Fiscal Year

Certificates of Publication were filed from the Editor of the *Fairfax County Times* newspaper, showing that notice of said public hearing items had been duly advertised in the Friday, March 27 and April 3, 2026, issues, with a courtesy copy published on April 10, 2026.

Mayor LeBlanc stated that the next seven public hearing items relate to the proposed Fiscal Year (FY) 2027 Budget. He reviewed the public hearing process, noting that following public comment at this meeting, the hearings would remain open and continue at the Town Council Regular Meeting on April 28, 2026.

Mayor LeBlanc opened the public hearings on the following items:

1. Ordinance to Levy Taxes on Real Estate and Manufactured Homes, and Other Subjects for FY 2027
2. Ordinance to Amend Chapter 74 (Utilities – Water and Sewer Rates)
3. Ordinance to Amend Chapter 63 (Solid Waste – Schedule of Fees)
4. Fiscal Planning Resolution for FY 2027
5. Appropriation Ordinance for FY 2027

Staff Report Summary

Mayor LeBlanc recognized Marjorie Sloan, Director of Finance, to present the staff report. Ms. Sloan provided an overview of the proposed Fiscal Year (FY) 2027 Budget, including summaries of all funds and related operating and capital investments. She noted that the Town is finalizing the use of American Rescue

Plan Act (ARPA) funds, which will conclude this fiscal year. Ms. Sloan stated that no increase is proposed to the real estate tax rate, which will remain at \$0.27 per \$100 of assessed value, and no increase is proposed to the meals tax, which will remain at 4.5 percent. She explained that proposed increases include solid waste fees, golf fees, and water and sewer rates, which were previously discussed during the March 3, March 10, and April 3, 2026, work sessions. Ms. Sloan also provided a breakdown of the water and sewer rates and noted that staff recommends continuing the public hearings to the April 28, 2026, Town Council meeting.

There was discussion among the Council and staff on the proposed budget, including:

1. Confirmation from staff that no changes had been made to the proposed budget since the April 3 work session.
2. Clarification of proposed increases to water and sewer rates and other user fees.
3. General confirmation of the budget assumptions and prior Council direction.

Public Hearing on Tax Levy Ordinance:

Mayor LeBlanc called for comments from the audience. The public hearing was held, and the following individuals provided testimony:

1. Ann Vayda, 631 Oak Street, Herndon: discussed tax rates proposed in the Town and in Fairfax County.
2. Barry Clendenin, 520 Filmore Street, Herndon: provided comments on the proposed tax rate, stating that a slight reduction in taxes would be helpful.

Seeing no further comments, Mayor LeBlanc stated that the public hearing would remain open, and asked for a motion to continue the public hearing to the April 28, 2026, meeting.

Councilmember del Aguila moved to continue the Ordinance to Levy Taxes on Real Estate and Manufactured Homes, and Other Subjects for the Fiscal Year 2027 Budget to the April 28, 2026 meeting. Motion 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.

Public Hearing on Chapter 74 Ordinance:

Mayor LeBlanc called for comments from the audience. The public hearing was held, and the following individuals provided testimony:

1. Jay Hadlock, 515 Alabama Drive, Herndon: requested a reduction in the water rates.
2. Alexander Burke, 910 Jorss Place, Herndon: thought that the Town could use the water pond at the Golf Course as a water resource.
3. Arthur Anselene, 714 Huntsman Place, Herndon: requested review of peak water and sewer rates and their relationship to Fairfax Water costs.
4. Barry Clendenin, 520 Filmore Street, Herndon: requested a review of the water and sewer rates

Seeing no further comments, Mayor LeBlanc stated that the public hearing would remain open, and asked for a motion to continue the public hearing to the April 28, 2026, meeting.

Councilmember del Aguila moved to continue the Ordinance to amend Chapter 74 (UTILITIES), Article II (Sewers & Sewage Disposal), Division 5 (Sanitary Sewer System Rates & Charges), Section 74-262 (Schedule of Rates); and Article III (Water), Division 2 (Service), Subdivision II (In-Town Service Charges), Section 74-326 (Schedule of Charges), to increase the service and usage charges for sanitary sewer and water to the April 28, 2026 meeting.

Motion seconded by Councilmember Garcia.

There were comments from the Council, including a request from Councilmembers Reyes and Lloyd and Vice Mayor Hedrick requesting additional analysis of the water and sewer peak rate structure.

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.

Public Hearing on Chapter 63 Ordinance:

Mayor LeBlanc called for comments from the audience. The public hearing was held, and the following individuals provided testimony:

1. Barbara Glakas, 935 Barton Oaks Place, Herndon: opposed fee increases tied to the removal of clean-up days.
2. Ann Vayda, 631 Oak Street, Herndon: provided comments on the proposed rates.
3. Jay Hadlock, 505 Alabama Drive, Herndon: requested reinstatement of at least one large clean-up day and noted increased trash dumping in parks.

Seeing no further comments, Mayor LeBlanc stated that the public hearing would remain open, and asked for a motion to continue the public hearing to the April 28, 2026, meeting.

Councilmember del Aguila moved to continue the Ordinance to amend Chapter 63 (SOLID WASTE), Section 63-8 (Schedule of fees) to recategorize type of fee and to increase rates to the April 28, 2026 meeting.

Motion seconded by Councilmember Reyes.

There was discussion among Council and staff on the motion, including the following:

1. Request for additional information on clean-up events, drawing on previous Council discussions (Councilmember Lloyd).
2. Request for additional information about future consideration of container size adjustments (Mayor LeBlanc).

Responding, Deputy Town Manager Kirstyn Barr Jovanovich confirmed that adjustments to container sizes may be addressed in a future budget cycle.

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.

Public Hearing on the Fiscal Planning Resolution and the Appropriation Ordinance:

Mayor LeBlanc stated that the next two public hearings would be held concurrently and called for comments from the audience. The public hearing was held, and testimony was received from the following individuals:

1. Barry Clendenin, 520 Filmore Street, Herndon: suggested reorganizing the budget document to highlight high-cost items earlier and encouraged prioritization of expenditures.
2. Ann Vayda, 631 Oak Street, Herndon: urged greater scrutiny of administrative costs and suggested reallocating staff resources toward revenue-generating or higher-priority activities.

Seeing no further comments, Mayor LeBlanc stated that the public hearing would remain open, and asked for a motion to continue the public hearing to the April 28, 2026, meeting. Mayor LeBlanc stated that Council must take separate action to continue the public hearing on the Fiscal Planning Resolution and the Appropriation Ordinance.

Vote on Fiscal Planning Resolution:

Councilmember del Aguila moved to continue the Resolution to adopt a Fiscal Planning Resolution for Fiscal Year 2027 Budget for the Town of Herndon to the April 28, 2026, meeting.

Motion seconded by Councilmember Reyes.

There was discussion among Council and staff on the motion.

Responding to Vice Mayor Hedrick, Ms. Jovanovich stated that the large clean-ups are associated with the solid waste program.

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.

Vote on Appropriation Ordinance:

Councilmember del Aguila moved to continue the Ordinance to appropriate funds to implement the Fiscal Year 2027 Budget for the Town of Herndon, establishing the Pay Plan, and reserving on-going and Capital Funding for this Fiscal Year to the April 28, 2026 meeting.

Motion seconded by Councilmember Garcia.

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 26-G-25 to amend the Herndon Centennial Golf Course Fee Schedule**
- b. Approval of the March 10, 2026, Town Council Work Session Minutes**
- c. Approval of the March 24, 2026, Town Council Meeting Minutes**

On motion of Councilmember Reyes, seconded by Vice Mayor Hedrick, the Consent Agenda items were approved and 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.

7. Adjournment

There being no further business, Mayor LeBlanc adjourned the April 14, 2026, Town Council Regular Meeting at 8:04 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.]

DRAFT

Agenda Item: Approval of April 21, 2026, Town Council Work Session Minutes

Meeting Date: May 26, 2026

Category: Consent

Prepared by: Amanda Kertz, Town Clerk

Description:

This is a request for Approval of April 21, 2026, Town Council Work Session Minutes.

Background/Timing Impact:

Town Council minutes are typically presented for approval in chronological order. Action on the minutes is an important function of the Town Council.

Strategic Focus Area:

Good Governance

Fiscal Impact:

N/A

Legal Impact:

Code of Virginia Section 2.2-3707 outlines the requirements for the recording of minutes for the governing body.

Staff Recommendation/Next Steps:

Recommend approval as presented.

Attachments:

1. Draft Minutes

**HERNDON TOWN COUNCIL
Work Session Minutes
Tuesday, April 21, 2026**

1. Call to Order

Mayor LeBlanc called the April 21, 2026, Town Council Work Session 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 (arrived at 7:32 p.m.); and Councilmembers Cesar del Aguila, Kelvin Garcia (arrived at 7:02 p.m.), Michael T. Lloyd, and Alex Reyes.

Councilmember Naila Alam was absent.

Staff present during the meeting: Dan Hoffman, Town Manager; Lesa Yeatts, Town Attorney; Lisa Gilleran, Director of Community Development; Marjorie Sloan, Director of Finance; Bryce Perry, Deputy Director of Community Development; Ben Schitter, Development Program Planner; and Amanda Kertz, Town Clerk.

Determination of a Quorum

Mayor LeBlanc determined there was a quorum of four Councilmembers present, with Councilmember Garcia and Vice Mayor Hedrick not yet arrived. Councilmember Alam was absent.

Mayor Announcements

Mayor LeBlanc thanked those who attended the Mayor's Volunteer Appreciation Event on Sunday, April 19. He also thanked his Council colleagues who attended and expressed appreciation to staff for their efforts in organizing the event.

Mayor LeBlanc provided information on a free workshop on historic resources to support historic properties, to be held on Thursday, May 14 at 6:30 p.m. in the Council Chambers. He noted that the workshop will be led by the Virginia Department of Historic Resources.

Comments and Disclosures for the Record

Mayor LeBlanc asked Amanda Kertz, Town Clerk, if she received comments for the record or signed disclosure declarations from Council. Ms. Kertz stated that comments were entered into the record on Discussion Item 2(b), FY 2027 Proposed Budget Follow-Up. The Town Clerk did not receive additional public comments or disclosures on any other items listed on that meeting's agenda.

2. Discussion

a. **Discussion on Development Plan – DP #24-01, 575 Herndon Parkway, to consider a Development Plan in the Planned Development-Transit Oriented Core Zoning District with proffered conditions to allow the redevelopment of the site with commercial and multi-family residential uses**

Mayor LeBlanc recognized Dan Hoffman, Town Manager, for comments. Mr. Hoffman stated that Council recently adopted a resolution supporting affordable housing and noted that this application was already in process and is not subject to that resolution. He explained that the resolution is voluntary and not required under the Town Code. He added that future applications may include affordable housing components.

Mayor LeBlanc then recognized Bryce Perry, Deputy Director of Community Development, who presented the staff report. Mr. Perry introduced Development Plan application DP #24-01, 575 Herndon Parkway, noting that it will be a public hearing item on April 28, 2026. He stated that the application proposes redevelopment of the site through a rezoning for a mixed-use, transit-oriented development.

Mr. Perry stated that the existing office building and surface parking will be removed and replaced with a multi-story development. The proposal includes approximately 525 residential units, 90,000–100,000 square feet of retail, and approximately 6,000 square feet of flex space, along with 1,200 square feet designated for Town use, to be determined.

Mr. Perry reviewed the site layout, noting the project will complete the street grid and construct a portion of the Herndon Metro Promenade, designed as an activated pedestrian space. He also reviewed transportation improvements, including structured parking, streetscape improvements, and bus bay reconfiguration. He noted that a traffic signal may be warranted and will be evaluated, and that a proffer requires bus operations to be maintained during construction.

Mr. Perry stated that the application has been reviewed by staff, the Architectural Review Board, and the Planning Commission, which recommended approval with findings.

Mr. Perry reviewed the applicant's requested modifications, including streetscape deviations, reduced loading spaces, utility cabinet placement, and tree requirements on the garage deck. He stated that staff does not object to the requested modifications and that additional detail will be provided at the public hearing.

Council and staff discussed the following aspects of the application, including:

1. Applicability of the voluntary affordable housing resolution.
2. Applicant-requested modifications.
3. Bus operations during construction and related proffers.
4. Coordination of micromobility with Town planning efforts.
5. Traffic impacts and signalization requirements.
6. Pedestrian improvements and related proffers.
7. Private street design and vehicle access.
8. Potential use of Town-designated interior space.

During the discussion, staff was asked to follow up on the following items:

1. Clarification on application of the affordable housing resolution (Mayor LeBlanc).
2. Additional detail on requested modifications (Mayor LeBlanc).
3. Confirmation of bus operations during construction (Mayor LeBlanc).
4. Information on micromobility coordination (Mayor LeBlanc).
5. Traffic study results and signal analysis (Councilmember Garcia).
6. Details on pedestrian improvements and proffers (Councilmember Garcia).
7. Future discussion on use of Town space (Councilmember Garcia).

Following discussion and with the consensus of Council, Mayor LeBlanc concluded the discussion and noted the item will return for public hearing on April 28, 2026.

b. FY 2027 Proposed Budget Follow Up

Mayor LeBlanc recognized Dan Hoffman, Town Manager, who stated that staff was present to provide follow-up information and respond to questions raised at the prior meeting. Mr. Hoffman recognized Marjorie Sloan, Director of Finance, who stated that the first public hearing on the FY 2027 Budget was held on April 14, 2026, with continued discussion at the April 21, 2026 work session, and the second public hearing was scheduled for April 28, 2026.

Ms. Sloan provided follow-up information in response to Council questions regarding solid waste and water-sewer fees. She stated that funding a Town-wide bulk pickup would require an increase of approximately \$5.00 per quarter and noted that about 25 percent of residents participate in cleanup events. Mr. Hoffman added that participation is primarily from single-family detached homes, as most multifamily properties have alternative disposal options.

Regarding questions around the peak water and sewer rate, Ms. Sloan confirmed that the peak rate in the proposed budget is calculated correctly and stated that approximately 40 percent of accounts experience a peak charge annually. She explained that the Town's rate structure differs from Fairfax Water, as the Town is a wholesale customer, and that the peak rate is based on usage above a winter quarter average. She noted that staff conducts high-read checks, provides usage

analysis, and that the Town's leak ordinance provides relief for unusually high bills. She further stated that real-time usage data is not available without significant meter upgrades. Mr. Hoffman stated that upgrading the Town's meter system would be a multi-million-dollar project and is not feasible as a phased approach, noting that staff continues to monitor advancements in the technology.

There was discussion among the Council and staff on the proposed budget, including:

1. Cost comparison between scheduled bulk pickup events and rate increases required to support them.
2. Availability of private leak detection technology for homeowners.
3. Methodology for calculating peak water usage based on winter quarter averages.
4. Differences between Town and Fairfax Water rate structures.
5. Policy intent of peak rates, including conservation and cost allocation.
6. Equity considerations between residential types (e.g., single-family vs. townhouse/multifamily).
7. Communication of water rate increases and the Town's five-year rate model.
8. Long-term rate projections based on capital needs and Davenport forecasts.
9. Terminology and understanding of "peak rate" as an excess consumption charge.

During the discussion, staff was asked to follow up on the following items:

1. Clarification on average water usage assumptions (e.g., 12,000 gallons per quarter) and how this applies to households and accounts (Councilmember Lloyd).
2. Information on how sewer flow is measured as it leaves the Town system (Vice Mayor Hedrick).
3. Future discussion on policy direction for water and sewer rate structures, including coordination with Davenport (Vice Mayor Hedrick).
4. Analysis of adjusting peak and base rates independently to manage long-term impacts (Vice Mayor Hedrick).
5. Improved communication of water rate projections and variability for residents (Councilmember Lloyd).

There was a question and answer session between staff and Councilmember Lloyd about several items related to the budget, including:

1. Operations and maintenance classifications within the budget.
2. Changes in transient occupancy tax (TOT) revenue.
3. Vehicle fee adjustments and timing for Council action.
4. Legal services budget allocations across departments.
5. Information technology upgrade costs and cybersecurity investments.
6. Funding for Friday Night Live through the community donation program.

7. Parks and Recreation budget items, including tennis facility operations and cost recovery.
8. Minor discrepancies in budget figures across pages.

Staff provided preliminary responses and will follow up as needed.

Following discussion, Mayor LeBlanc indicated that he observed Council consensus to maintain the proposed rates for FY 2027 and revisit policy considerations related to peak rates in future discussions with Davenport.

3. **Roundtable**

Councilmember Reyes: expressed interest in exploring options to better plan and coordinate spring cleanup efforts in future years.

Councilmember Lloyd: referenced prior remarks regarding the downtown and casino-related legislation and noted his support for the Governor Spanberger's veto of the casino bill.

Councilmember del Aguila: asked for Council's agreement to switch who is reading the proclamations at next week's regular meeting. He expressed interest in reading Mental Health Month due to personal reasons. The Council agreed with his request, and the Town Clerk indicated she would make the adjustment.

Councilmember Garcia: no comments.

Vice Mayor Hedrick: thanked staff and Council colleagues for their work on the budget process and discussions.

Mayor LeBlanc: expressed appreciation for the Council's efforts on the budget and asked whether the additional financial retreat held in the fall was helpful and if Council would like to continue that practice in future years. Council indicated support for continuing the retreat.

Dan Hoffman, Town Manager: no comments.

4. **Adjournment**

There being no further business, Mayor LeBlanc adjourned the April 21, 2026, Town Council Work Session at 8:45 p.m.

Amanda E.M. Kertz
Town Clerk

Minutes approved by Town Council: _____

Agenda Item: Approval of the April 28, 2026, Town Council Regular Meeting Minutes

Meeting Date: May 26, 2026

Category: Consent

Prepared by: Amanda Kertz, Town Clerk

Description:

This is a request for Approval of the April 28, 2026, Town Council Regular Meeting Minutes.

Background/Timing Impact:

Town Council minutes are typically presented for approval in chronological order. Action on the minutes is an important function of the Town Council.

Strategic Focus Area:

Good Governance

Fiscal Impact:

N/A

Legal Impact:

Code of Virginia Section 2.2-3707 outlines the requirements for the recording of minutes for the governing body.

Staff Recommendation/Next Steps:

Recommend approval as presented.

Attachments:

1. Draft Minutes

**HERNDON TOWN COUNCIL
Regular Meeting Minutes
Tuesday, April 28, 2026**

1. Call to Order

Mayor LeBlanc called the April 28, 2026, 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: Dan Hoffman, Town Manager; Lesa Yeatts, Town Attorney; Brent Heavner, Chief Communications Officer; Lisa Gilleran, Director of Community Development; Marjorie Sloan, Director of Finance; Bryce Perry, Deputy Director of Community Development; John Irish, Deputy Director of Public Works; David Stromberg, Zoning Administrator; Maria Lee, Budget Manager; Fadrique Iglesias, Community Planner; Ben Schitter, Development Program Planner; Aaron Zoellick, Zoning Services Specialist; Margie Tacci, Deputy Town Clerk; 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 of six Councilmembers present.

Moment of Silence

Mayor LeBlanc asked for a moment of silence to honor former Councilmember Richard Downer, who had a tremendous impact on the Town, and had passed away earlier in the day. He offered condolences to his friends and family.

Mayor Announcements

Mayor LeBlanc stated that the evening's meeting would include the second public hearing on the FY 2027 proposed budget, which was continued from the April 14

regular meeting. He stated that the appropriate time for commenting on the budget is when he calls for public comments during the budget public hearing.

Mayor LeBlanc provided information about the following upcoming events:

1. Native Plant sale at Runnymede Park, Saturday, May 2, 9:00 a.m. to 2:00 p.m., hosted by Friends of Runnymede Park.
2. Opening Day for the Herndon Farmers Market, Thursday, May 7.
3. Big Truck Day, Friday, May 8, 9:00 a.m. to 7:00 p.m. at the Town Shop, 1479 Sterling Road, Herndon.
4. Historic District Preservation Tax Credit Workshop, Council Chambers, Thursday, May 14, 6:30 p.m.
5. Bike to Work Day, which features a pit stop by the Herndon Depot on Friday, May 15, 6:00–10:00 a.m.
6. Polar Heat on Lynn Street, Saturday, May 16, 11:00 a.m. to 8:00 p.m., celebrating all degrees of Herndon in downtown Herndon.
7. State of the Town address, Tuesday, May 19, 6:30 p.m. in the Council Chambers.
8. Memorial Day on Monday, May 25, during which Town offices are closed, and the American Legion Wayne M. Kidwell Post 184 will host an observance ceremony at Chestnut Grove Cemetery.

3. Presentations/Reports/Comments

a. Proclamation to recognize May as Asian American, Native Hawaiian, and Pacific Islander Heritage Month

Mayor LeBlanc recognized Councilmember Garcia to read the Proclamation to Recognize May 2026 as Asian American, Native Hawaiian, and Pacific Islander Heritage Month into the record.

b. Proclamation to recognize May as Mental Health Awareness Month

Mayor LeBlanc recognized Councilmember del Aguila to read the Proclamation to Recognize May 2026 as Mental Health Awareness Month into the record.

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.

c. Town Manager Report

Dan Hoffman, Town Manager, thanked Marjorie Sloan, Director of Finance, and her staff, for all their work in drafting, submitting, and finalizing this year’s budget.

d. Councilmember Comments

Councilmember Garcia: shared that last Saturday, he had the opportunity to participate in the Runnymede Park Clean-up. He stated that he enjoyed the different experience.

Councilmember Lloyd: stated that he will have more comments during the public hearings. He stated that he and Councilmember Reyes would be competing in the jalapeño eating contest at the Polar Heat on Lynn Street event on Saturday, May 16. He looked forward to the event.

Councilmember Reyes: responded to Councilmember Lloyd's comments on the jalapeño eating contest.

Councilmember Reyes thanked Councilmember del Aguila for reading the proclamation recognizing Mental Health Month. He shared a personal story about a friend that was impacted by mental health issues and encouraged everyone to reach out and listen to friends and neighbors.

Councilmember del Aguila: commented on the following:

1. Herndon Police Department Recognition Awards on Saturday, April 25, where he enjoyed listening to inspiring stories of valor. He thanked the Town Manager, Chief of Police, and the Herndon Police Officers.
2. Proclamation to recognize Mental Health Month, sharing that it was quite meaningful to him, particularly now because of what occurred with the death of Former Lt. Governor Justin Fairfax and his wife. He offered his personal thoughts on failures that he thought occurred on several levels that should be addressed. He encouraged everyone to reach out to others that may be going through mental health issues and tell them to keep going. He provided several resources that may help assist and indicated that he would post related links on his social media.

Vice Mayor Hedrick: commented on the following:

1. Wished a happy anniversary to his wife, stating that they were celebrating 14 years of marriage.
2. Expressed support for the FY 2027 budget process, stating that it was collaborative between the Council and staff. He commended the Finance Department, and all department heads, for their hard work on the budget.
3. Addressed a seat at the dais that had been empty for the last six months, and he wished them health and well-being. He stated that evening, one of the budget items requires a super majority vote, and the presence of all Councilmembers is extremely important, not just tonight, but at every meeting,

and especially as they were going through the budget process. He mentioned several colleagues in other elected offices that continued to show up and work for their constituents despite dealing with serious health crises.

Mayor LeBlanc: commented on the following:

1. Proclamation to recognize Mental Health Month: stating that there are still stigmas attached to seeking mental health care. He encouraged anyone who needs a safe space to talk to reach out to him. Mayor LeBlanc also stated that there is more work to be done with the State Legislature to obtain more resources to better care for those in our community who suffer from mental health challenges.
2. On Sunday, April 19, Mayor LeBlanc recognized National Volunteer Week at the Mayor's Volunteer Appreciation reception. He thanked those who attended the event, the nearly 400 nominated volunteers, current and former Council colleagues, local elected officials, Board and Commission Members, and Town staff who assisted with the event.
3. Mayor's Volunteer Appreciation Reception award winners: (1) Distinguished Service Award – Ling Nero, LINK; (2) Distinguished Service Award – Fanny Salazar-Laske - Opportunity Neighborhoods and other organizations; (3) Distinguished Corporate Service Award – Green Lizard Cycling, Green Lizard Foundation (Beth & Dave Meyer); and (4) Community Inclusion Business Award – She Believes in Me (Renee Gorman and Teri Taylor).
4. Proclamation recognizing May as Historic Preservation Month at the Historic District Review Board on April 15.
5. Harding Park Ribbon Cutting on Saturday, April 25.
6. Earth Day/Arbor Day ceremony at Runnymede Park on April 25 that included a clean-up and community tree giveaway. He also stated that Herndon was named a Tree City USA for the 37th year in a row by the Arbor Day Foundation.
7. Proclamation honoring Kurt Rose as the 57th Rotary Citizen of the Year on Sunday, April 26, awarded by the Herndon-Reston Rotary Club.

Comments and Disclosures for the Record

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

Ms. Tacci stated that comments were entered into the record on Public Hearing item 5(c), Fiscal Year 2027 Proposed Budget, and General item 6(a), Resolution

26-G-28 to adopt the FY 2028 through FY 2032 Capital Improvement Program.

The Town Clerk did not receive additional public comments or disclosures on any other items listed on that meeting's agenda.

4. Comments from the Audience

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

1. Mark Gianturco, 702 Elden Street, Herndon, spoke about parking and traffic safety issues at Junction Square.
2. Sherry Van Sloun, (address not provided) spoke about parking and traffic safety issues at Junction Square.
3. Teresa Yacoub, 1119 Burwick Drive, Herndon, provided comments on golf balls from the Golf Course impacting their properties and requested a net on the Golf Course and a meeting with Town officials.
4. Barbara Nicolini, 1117 Burwick Drive, Herndon, provided comments on golf balls from the Golf Course impacting their properties.
5. Walter Shorter, 559 Early Fall Court, Herndon, made comments on the Proclamation to recognize Mental Health Month and Herndon Police support of an individual experiencing a mental health crisis; speed limits on a portion of Herndon Parkway; education and regulations around dumping waste.
6. Jay Hadlock, 515 Alabama Drive, Herndon, thanked staff, Council, and the public who participated in the Runnymede Park clean-up and provided additional information on the Native Plant sale.
7. Sabrina Bruce, 859 Dogwood Court, Herndon, raised concerns regarding traffic safety that she wanted to share before anyone was hurt.

5. Public Hearings

- a. **Ordinance 26-O-07 to approve Development Plan – DP #24-01, 575 Herndon Parkway, a development plan in the Planned Development-Transit Oriented Core (PD-TOC) Zoning District with proffered conditions to allow the redevelopment of the site with commercial and multifamily residential uses**

Certificates of Publication were filed from the Editor of the *Fairfax County Times* newspaper, showing that notice of said public hearing items had been duly advertised in the April 10, 2026, and April 17, 2026, issues.

Mayor LeBlanc opened the public hearing and recognized Bryce Perry, Deputy

Director of Community Development, for the staff report. Mr. Perry provided an overview of the proposed development plan at 575 Herndon Parkway. He discussed the location; previous and planned development on the site; proposed streetscapes; building and landscape design. He described the applicant proposal and included details about the multifamily residential units, residential and retail floor area, and interior space that is available for the Town's use. Mr. Perry discussed the requested modifications and stated that staff is not concerned with the requests, which are mainly due to the constraints of the site. He stated that the application does not include affordable housing, as the plan was already advancing when the Council adopted its guidance on affordable housing. Staff recommended approval of the proposed ordinance, as presented.

Council and staff discussed the proposed development plan, which included the requested modifications and proposed proffers. Mr. Perry confirmed that nothing in the item had changed since the Council's work session discussion of the application.

Mayor LeBlanc called on the applicant or applicant's agent for comments.

Laura Greenlief, McGuire Woods, the applicant's agent, reviewed the application, focusing on the proffers and the promenade design.

The public hearing was held, and the following individuals provided testimony:

1. Barbara Nicolini, 1117 Burwick Drive, requested more information about parking.

Seeing no further public comment, Mayor LeBlanc asked if the applicant's agent wanted to respond. Ms. Greenlief clarified that the parking lot is not underground, it is wrapped by units, and it exceeds the minimum parking requirements.

Mayor LeBlanc closed the public hearing and moved to Council level for discussion and action.

Vice Mayor Hedrick moved approval of Ordinance 26-O-07 to approve Development Plan – DP #24-01, 575 Herndon Parkway, a development plan in the Planned Development-Transit Oriented Core (PD-TOC) Zoning District with proffered conditions to allow the redevelopment of the site with commercial and multifamily residential uses, as presented.

Motion seconded by Councilmember Reyes.

There were brief comments from Council.

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.

b. Resolution 26-G-26 to approve a Special Exception – SE #26-01, 1020 Elden Street, Suite 205, a special exception to permit a personal service use consisting of hair services, within the Commercial Office (CO) Zoning District

Certificates of Publication were filed from the Editor of the *Fairfax County Times* newspaper, showing that notice of said public hearing items had been duly advertised in the April 10, 2026, and April 17, 2026, issues.

Mayor LeBlanc opened the public hearing and recognized Fadrique Iglesias, Community Planner, who presented the staff report. Mr. Iglesias provided an overview of the application for a special exception for a hair salon personal use at 1020 Elden Street, Suite 205, discussing the location; zoning use and comprehensive plan designation; hours and staff, and parking analysis. He stated that staff and the Planning Commission recommend approval of the proposed resolution with conditions.

The Council and staff discussed the number of employees and clients that could be on the site.

Mayor LeBlanc called on the applicant or applicant's agent for comments.

Carol Martinez, 1020 Elden Street, the applicant, talked about the application and stated she was excited to open her business.

The public hearing was held, and the following individuals provided testimony:

1. Teresa Yacoub, 1119 Burwick Drive, asked for more information about the salon and the types of services that will be offered.

Seeing no further public comment, Mayor LeBlanc asked if the applicant's agent wanted to respond. Ms. Martinez stated her business will offer all types of hair services and no other types of cosmetology services.

Seeing no further comments, Mayor LeBlanc closed the public hearing and moved to Council level for discussion and action.

Councilmember del Aguila moved approval of Resolution 26-G-26 to approve a Special Exception – SE #26-01, 1020 Elden Street, Suite 205, a special exception to permit a personal service use consisting of hair services, within the Commercial Office (CO) Zoning District, as presented.

Motion 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.

c. Fiscal Year (FY) 2027 Proposed Budget

i. Ordinance 26-O-08 to Levy Taxes on Real Estate and Manufactured Homes, and Other Subjects for the Fiscal Year 2027 Budget

A Certificate of Publication was filed from the Editor of the *Fairfax County Times* newspaper, showing that notice of said public hearing items had been duly advertised in the March 27, 2026 issue.

ii. Ordinance 26-O-09 to amend Chapter 74 (UTILITIES), Article II (Sewers and Sewage Disposal), Division 5 (Sanitary Sewer System Rates & Charges), Section 74-262 (Schedule of Rates); and Article III (Water), Division 2 (Service), Subdivision II (In-Town Service Charges), Section 74-326 (Schedule of Charges), to increase the service and usage charges for sanitary sewer and water

Certificates of Publication were filed from the Editor of the *Fairfax County Times* newspaper, showing that notice of said public hearing items had been duly advertised in the Friday, March 27 and April 3, 2026, issues, with a courtesy copy published on April 10, 2026.

iii. Ordinance 26-O-10 to amend Chapter 63 (SOLID WASTE), Section 63-8 (Schedule of fees) to recategorize type of fee and to increase rate

Certificates of Publication were filed from the Editor of the *Fairfax County Times* newspaper, showing that notice of said public hearing items had been duly advertised in the Friday, March 27 and April 3, 2026, issues, with a courtesy copy published on April 10, 2026.

iv. Resolution 26-G-27 to adopt a Fiscal Planning Resolution for the Fiscal Year 2027 Budget for the Town of Herndon

Certificates of Publication were filed from the Editor of the *Fairfax County Times* newspaper, showing that notice of said public hearing items had been duly advertised in the Friday, March 27 and April 3, 2026, issues, with a courtesy copy published on April 10, 2026.

v. Ordinance 26-O-11 to appropriate funds to implement the Fiscal Year 2027 Budget for the Town of Herndon, establishing the Pay Plan, and reserving on-going and Capital Funding for this Fiscal Year

Certificates of Publication were filed from the Editor of the *Fairfax County Times* newspaper, showing that notice of said public hearing items had been duly advertised in the Friday, March 27 and April 3, 2026, issues, with a courtesy copy

published on April 10, 2026.

FY 2027 Proposed Budget

[Note: these public hearing items were continued from the April 14, 2026, public hearing]

Mayor LeBlanc resumed the public hearings and recognized Lesa Yeatts, Town Attorney, who provided information on the voting process for that evening's public hearing items.

Mayor LeBlanc recognized Marjorie Sloan, Director of Finance, who provided brief comments on the proposed budget.

The Council and staff discussed the process by which the Town carries over the reserve funds from one fiscal year to the next. Ms. Sloan stated that she could provide more information to Councilmember Lloyd.

Mayor LeBlanc advised that one concurrent public comment period will be held on all budget public hearing items. The following individuals provided testimony:

1. Teresa Yacoub, 1119 Burwick Drive, Herndon: requested funding for nets around the golf course, stating that she had provided a petition to the Council with signatures from her neighbors in support of a net between the Golf Course and their neighborhood.
2. Barbara Glakas, 929 Barton Oaks Place, Herndon: provided comments on the cost of the bulk trash pick-up days, asking that the Town fund one bulk trash pick-up in FY 2027.
3. Jay Hadlock, 515 Alabama Drive, Herndon: provided general comments, and asked that the Town Council respond to emails sent to them. He also asked for greater transparency in the budget, especially for the water and sewer fund.
4. Barbara Nicolini, 1117 Burwick Drive, Herndon: echoed Ms. Yacoub's comments asking for a net at the golf course and asked for help fixing holes in her house. She also asked the Council to consider adding one bulk trash pick-up.
5. Kyle Yantis, 511 Merlins Lane, Herndon: questioned funding allocated to the Communications and Economic Development and Herndon Police departments.

Seeing no further comments, Mayor LeBlanc closed the public hearings and moved to Council level for discussion and action.

Public Hearing on Tax Levy Ordinance:

Councilmember del Aguila moved approval of Ordinance 26-O-08 to Levy Taxes on Real Estate and Manufactured Homes, and Other Subjects for the Fiscal Year 2027 Budget, as presented.

Motion seconded by Councilmember Garcia.

There were comments from Council, which focused on the following:

1. Concern expressed over the amount of taxes paid by residents, with a request to shift some of the residents' tax burden to rate payers for costs associated with the provision of services (Vice Mayor Hedrick).
2. Impact of rising inflation on costs; request for the Town to work with Fairfax County to consider tax breaks for senior citizen residents (Councilmember Lloyd).
3. Collaborative budget process, work between the Council and staff (Councilmember del Aguila).
4. Looking at other ways to manage the tax burden on residents due to the decreasing number of commercial properties contributing to the tax base (Mayor LeBlanc).

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.

Public Hearing on Chapter 74 Ordinance:

Councilmember del Aguila moved to approve Ordinance 26-O-09 to amend Chapter 74 (UTILITIES), Article II (Sewers and Sewage Disposal), Division 5 (Sanitary Sewer System Rates & Charges), Section 74-262 (Schedule of Rates); and Article III (Water), Division 2 (Service), Subdivision II (In-Town Service Charges), Section 74-326 (Schedule of Charges), to increase the service and usage charges for sanitary sewer and water, as presented.

Motion seconded by Councilmember Reyes.

There were comments from Council regarding the impact of deferred maintenance on the rates. Mayor LeBlanc and Vice Mayor Hedrick stated that Council plans to work with the consulting firm Davenport to gather more data and options around the water and sewer rates moving forward.

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.

Public Hearing on Chapter 63 Ordinance:

Councilmember Garcia moved approval of Ordinance 26-O-10 to amend Chapter 63 (SOLID WASTE), Section 63-8 (Schedule of fees) to recategorize type of fee and to increase rate, as presented.

Motion seconded by Councilmember del Aguila.

Mayor LeBlanc stated that the Town is looking to offer different sized trash cans to allow residents to pay for the receptacles in a tiered structure.

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.

Vote on Fiscal Planning Resolution:

Councilmember del Aguila moved to approve Resolution 26-G-27 to adopt a Fiscal Planning Resolution for the Fiscal Year 2027 Budget for the Town of Herndon, as presented.

Motion seconded by Councilmember Reyes.

There were comments from Council on the motion, focusing on:

1. The tight budget year and how costs for services impact the budget.
2. Request to consider restoring some of the services that may have been reduced or removed in recent years to provide more benefits to residents (Vice Mayor Hedrick and Councilmember Reyes).
3. Outside factors that cause rising costs and the ability to adjust the budget through amendments (Mayor LeBlanc).
4. Consideration of other ways in which to engage with the public to gather their opinions on the budget next year (Mayor LeBlanc).

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.

Vote on Appropriation Ordinance:

Councilmember del Aguila moved to approve Ordinance 26-O-11 to appropriate funds to implement the Fiscal Year 2027 Budget for the Town of Herndon, establishing the Pay Plan, and reserving on-going and Capital Funding for this Fiscal Year, as presented.

Motion 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.

d. Ordinance 26-O-12 to approve a Zoning Ordinance Text Amendment – ZOTA #25-06, to amend Chapter 78 (ZONING), to update sections for conformance with the Virginia Administrative Code regarding changes to the Chesapeake Bay Preservation Act

Certificates of Publication were filed from the Editor of the *Fairfax County Times* newspaper, showing that notice of said public hearing items had been duly advertised in the April 10 and April 17, 2026, issues.

Mayor LeBlanc opened the public hearing and recognized Aaron Zoellick, Zoning Services Specialist, for the staff report. Mr. Zoellick outlined the updates to the Chesapeake Bay Preservation Act over the past six years, stating that in October 2025 the Virginia Department of Environmental Quality (DEQ) issued a Guidance Memo, along with a model ordinance. The Herndon Town Council initiated ZOTA #25-06 in December to incorporate the DEQ changes into the Town Code. Staff and the Planning Commission recommend approval of the proposed ordinance as presented.

Seeing no public comment, Mayor LeBlanc closed the public hearing and moved to Council level for discussion and action.

Councilmember del Aguila moved to approve Ordinance 26-O-12 to approve a Zoning Ordinance Text Amendment – ZOTA #25-06, to amend Chapter 78 (ZONING), to update sections for conformance with the Virginia Administrative Code regarding changes to the Chesapeake Bay Preservation Act, as presented.

Motion 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. General

a. Resolution 26-G-28 to adopt the FY 2028 through FY 2032 portion of the FY 2027-FY 2032 Town of Herndon Capital Improvement Program

Mayor LeBlanc recognized John Irish, Deputy Director of Public Works, who provided an overview of the FY 2027-FY 2032 Town of Herndon Capital Improvement Program. These portions of the program are known as the out-years. Mr. Irish discussed the new FY 2027-FY 2032 projects along with their funding sources, including: (1) Bready Park tennis court year-round conversion - \$270,000; (2) Racquetball Courts Renovations - \$1,600,000; (3) Herndon Community Center Roof Replacement - \$1,600,000; (4) salt storage at the Town Shop to address concerns related to MS4 permit requirement - \$1,200,000; (5) generator upgrades at several Town buildings - \$825,000; and (6) pump station for irrigation at the Golf Course - \$375,000 (Enterprise Fund). He stated that some debt financing will be required to complete the projects that were presented. Mr. Irish stated that the Planning Commission and staff recommend approval of the CIP as presented.

There was discussion among Council and staff on the proposed CIP, focusing on the new projects proposed for the future years, along with the funding sources and costs.

Councilmember del Aguila moved approval of Resolution 26-G-28 to adopt the FY 2028 through FY 2032 portion of the FY 2027-FY 2032 Town of Herndon Capital Improvement Program, as presented.

Motion seconded by Councilmember Reyes.

There were comments from the Council.

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.

7. Consent

a. Ordinance 26-O-13 to amend the Fiscal Year (FY) 2026 Adopted Budget

b. Resolution 26-G-29 to Adopt the Roadway Safety Action Plan

c. Resolution 26-G-30 to initiate consideration of Zoning Ordinance Text Amendment ZOTA #26-04 to amend Chapter 78 (ZONING), Article IV (Business Districts), Section 78-40.3 (CO – Commercial Office) and Article VII (Use Regulations), Section 78-70.2 (Table of Permitted and Allowed Uses), to remove the special exception requirement for personal service uses in the CO zoning district.

- d. **Resolution 26-G-31 to approve a Temporary License Agreement between the Town and JOTT, INC., to use a designated public space in the alley adjacent to Jimmy's Old Town Tavern for outdoor seating during two events**
- e. **Resolution 26-G-32 to approve a Temporary License Agreement between the Town and Dulles Regional Chamber of Commerce for use of town-owned property for portable toilets and an ice machine for Friday Night Live events**
- f. **Approval of the April 7, 2026, Town Council Work Session Minutes**

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

8. Adjournment

There being no further business, Mayor LeBlanc adjourned the April 28, 2026, Town Council Regular Meeting at 9:37 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.]