

**HERNDON TOWN COUNCIL
Work Session Minutes
Wednesday, August 7, 2024**

1. Call to Order

Mayor Olem called the August 7, 2024, Town Council work session meeting to order at 7:00 p.m. in the Herndon Council Chambers Building, 765 Lynn Street, Herndon, Virginia. In attendance were: Mayor Sheila Olem, and Councilmembers Cesar del Aguila, Pradip Dhakal, Donielle M. Scherff, and Keven LeBlanc.

Vice Mayor Clark Hedrick and Councilmember Naila Alam were absent.

Staff present during the meeting: William H. Ashton II, Town Manager; Lesa Yeatts, Town Attorney; Chief Maggie DeBoard, and Sergeant David Forbach, Herndon Police Department; Lisa Gilleran, Director of Community Development; Marjorie Sloan, Director of Finance; Page Kalapasev, Director of Information Technology; Bob Williams, Director of Parks and Recreation; Scott Robinson, Director of Public Works; Mike Mueller, Golf Course General Manager; David Stromberg, Zoning Administrator; Margie Tacci, Deputy Town Clerk; and Amanda Kertz, Chief Deputy Town Clerk.

Determination of a Quorum

Mayor Olem determined there was a quorum of five members, with Vice Mayor Hedrick and Councilmember Alam absent. Mayor Olem reminded the Council of the meeting decorum.

Mayor Announcements

Mayor Olem thanked the Herndon Police Department for hosting a successful National Night Out event yesterday evening. She enjoyed visiting the communities and seeing the officers interact with the residents. She was pleased to visit a new community this year, Dulles Park, which is located across from H-Mart.

Amend the Agenda

Councilmember del Aguila made a motion to Amend the Agenda, to add Discussion item 3(d) - Branding and logo discussion and process - and that the agenda be so amended.

Motion seconded by Councilmember Scherff.

Mayor Olem stated that the agenda was amended to add this item by consensus of Council.

2. General

a. Resolution to approve a Temporary License Agreement between the Town and JOTT, INC., for use of a designated public space in the alley adjacent to Jimmy's Old Town Tavern for outdoor seating for two one-day events in September and October

Lesa Yeatts, Town Attorney, presented the staff report, stating that the item is to consider an application from Jimmy's Old Town Tavern to use the alley behind the restaurant for events on September 1 and October 6, 2024. The temporary use permit and noise permit have been approved, and staff recommends approval of the proposed resolution, as presented.

Following brief discussion and with the concurrence of Council, staff was directed to place this item as presented on the Consent Agenda for the next meeting's agenda.

b. Ordinance to amend Chapter 70 (SUBDIVISIONS OF LAND), Article I (Subdivisions Generally), Sec. 70-102 (Authority) to update Table 70-102(b), (Subdivision Review Procedures)

Lauri Sigler, Deputy Town Attorney, presented the staff report, stating that the proposed ordinance is an amendment to Chapter 70, with the intent of making the subdivision and vacation process more streamlined. She reviewed the instances in which staff can approve vacations of land rather than the Town Council. Staff recommends approval of the proposed ordinance, amending the Zoning Ordinance, as presented.

Following brief discussion and with the concurrence of Council, staff was directed to place this item as presented on the Consent Agenda for the next meeting's agenda.

c. Resolution to authorize the Mayor to sign instruments related to the Town Manager transition

d. Resolution to appoint an Interim Town Manager

Mayor Olem stated that these two General Items related to the Town Manager transition, and will be included on next week's Regular Meeting agenda.

Lesa Yeatts, Town Attorney, stated that the items will be presented at next week's Regular Meeting agenda.

3. Discussion

a. Trail Management Plan Update

Mayor Olem recognized Scott Robinson, Director of Public Works, who began the presentation on trail management. He provided an update on: (1) existing trail network, and (2) regional trail resources.

Bob Williams, Director of Parks and Recreation, continued the presentation and reviewed: (1) data gathered from a Northern Virginia Regional Commission (NVRC) survey on trails in the region, highlighting the following: (a) trail maintenance, (b) regional trail connectivity, (c) trail accessibility, and (d) ways jurisdictions can provide support to the public trail users; (2) static and dynamic maps of trails in the Town; (3) recent and current trail projects; (4) development of a Trail Management Plan, including: (a) planning, (b) development, (c) management, and (d) maintenance; (5) using Fairfax County and NVRC trail guides as samples; and (6) proposed schedule for plan development, which is anticipated to take approximately 12 months.

Following the presentation, there was discussion among Council and staff about the Trail Management Plan, including: (1) establishing a standard for addressing vegetation, (2) invasive species management, (3) incorporating the Town's tree survey, (4) current and future trail maintenance and management, (5) considering overpasses for trails, and (6) how to include trail management in future budgets.

Responding to Councilmember LeBlanc, Mr. Williams shared that staff is planning to work on a Natural Resource Management Plan, following the completion of the Trail Management Plan. He stated that staff could find out the costs of undertaking a comprehensive trail usage survey.

Following discussion and with the concurrence of Council, staff was asked to proceed with a Trail Management Plan as was presented that evening.

b. Consideration of a request to provide an in-kind donation to Global Beats to waive the Community Center facility rental fees in support of the 2024 Pakistan Day event - Councilmember LeBlanc

Mayor Olem recognized Councilmember LeBlanc to begin the discussion item. Councilmember LeBlanc stated that this item is to consider providing an in-kind donation to the Global Beats to use space at the Herndon Community Center for a Pakistan Day Celebration. He stated that the invoice provided by staff for the rental was \$1,255.

There was discussion among Council and staff, including: (1) contacting the Global Beats organization to see if the celebration is being held at the Herndon Community Center, (2) request to consider an in-kind donation to the Stars and

Stripes NOVA Committee for their event at the golf course, and (3) donation request on the Town Council's last regular meeting agenda from Global Beats.

Following discussion, Councilmember LeBlanc stated that he would find out more information before proceeding with the request.

c. Events on Private Property Review and Permitting Process Briefing - Councilmember del Aguila

Mayor Olem recognized Councilmember del Aguila to begin the discussion. Councilmember del Aguila asked the Town Manager to update the Council on an event that occurred recently involving a local business and the Herndon Police Department.

William H. Ashton II, Town Manager, stated that he provided a summary of the event referenced by Councilmember del Aguila in the Town Manager's most recent dispatch to the Town Council. He reviewed the event that happened at the shopping center near Fairfax County Parkway and Elden Street two Fridays ago. The Herndon Police Department received intelligence on a potential "car street takeover" rally that might happen during a planned event that was occurring at the shopping center. He discussed what occurred, including: (1) police reaching out to the business owner, then to the property owner, (2) major concerns the police department had about the potential violent nature of the "car street takeover" group, and (3) that the intelligence on this potential rally came from the Regional Intelligence Center, which is utilized by the Northern Virginia law enforcement jurisdictions, and has connections to the State Police and the Department of Homeland Security.

Councilmember del Aguila discussed the information he received on the event, stating that it was organized by a barbershop at the shopping center, along with a Baptist Church in Vienna, an event that he understood had been going on for 18 years. He spoke about the perception of law enforcement in the community.

There was discussion among the Council and staff about the event, where concerns were expressed about: (1) public perception of the Town, (2) an email exchange between the business owner and the property owner, (3) oversight of the police intelligence network, and (4) the Town following up with the business and property owners on what occurred.

Chief Maggie DeBoard, Herndon Police Department, provided a presentation that showed what has happened at "car street takeover" rallies, including examples of the violence that has occurred both in the Town and around the region at these rallies.

There was discussion among the Council and staff about Chief DeBoard's presentation, including: (1) police response to the "car street takeover" rallies, (2) how the intelligence on these types of events is gathered, and (3) how to work with businesses who are faced with a potential car takeover, or similar security issues.

Following discussion, Councilmembers del Aguila and Scherff asked staff to facilitate a conversation with the business that was affected by this "car street takeover" event, to include addressing the property owner's response. Councilmember Scherff indicated that she could assist in facilitating the conversation, if that would be helpful.

Mayor Olem stated, for the record, she thinks that the Herndon Police Department does a phenomenal job when matters become intense.

d. Branding and logo discussion and process [agenda amended by Council consensus]

[Note: this item was added to the agenda earlier in the meeting.]

Councilmember del Aguila stated that at the last Town Council work session, he brought up his concerns that the logo, theme, and flag were not included with the rebranding initiative. He would like the Council to direct staff to facilitate a contest, either through the arts community or by other means, to consider changing the logo, taglines, and flag.

There was discussion among the Council and staff about the rebranding process and considering new designs for the seal, logo, and flag, including: (1) reviewing the components that are part of the rebranding process, (2) having the arts community to host a design contest, (3) including the forthcoming branding research as part of this effort, (4) identifying any "obstacles," legal or otherwise, in considering new designs, and (5) having a consultant review potential design changes.

Responding to Councilmember LeBlanc, William H. Ashton II, Town Manager, clarified that the tagline was included in the scope of the rebranding effort.

Responding to the discussion, Mr. Ashton advised the Council to have a consultant review potential changes, especially to the flag, to account for any unintended consequences of new designs.

Councilmember del Aguila asked staff to determine: (1) level of effort to assess and to engage the appropriate communities and/or a consultant to look at creating a new flag and logo, and (2) what that process would look like.

Councilmember LeBlanc asked staff to include their recommended processes or guidelines in the assessment of this information.

Lesa Yeatts, Town Attorney, asked if staff could prepare a written memorandum answering the Council's questions that were asked that evening, and the Council agreed with that proposal.

4. Roundtable

Councilmember Scherff: expressed appreciation to those that organized and participated in the recent 4-H Fair at Frying Pan Farm Park.

Councilmember Scherff thanked Dranesville District Supervisor Bierman, Fairfax County, for helping to coordinate transportation for the upcoming Que Pasa Festival.

Councilmember del Aguila: expressed kudos to staff at the Department of Parks and Recreation who are assisting with an upcoming pickleball tournament.

Councilmember del Aguila asked the Council to consider a large scale cycling event, stating that other municipalities have hosted similar events. He requested staff to look at: (1) the feasibility of a large scale cycling event, (2) resources that would be needed to potentially design the event, and (3) partnering with a business or sponsor that could work with the Town on the event.

Councilmember Scherff stated that there was a cycling group that provided a historical ride for the last Juneteenth event, and she thought the group may want to assist in moving this type of event forward.

With Council's consensus, staff was asked to proceed with gathering the information that Councilmember del Aguila requested about a potential large scale cycling event.

Councilmember Dhakal: stated that he enjoyed attending National Night Out, and he thanked the Herndon Police Department and other staff that helped make the event a success.

Councilmember Dhakal stated that the Council received an email from the Bluemont Homeowners Association about speeding in their neighborhood, and he asked staff to look into the concerns.

William H. Ashton II, Town Manager, stated that the staff is aware of, and is looking into, the neighborhood's concerns.

Chief Maggie DeBoard, Herndon Police Department, shared her observations of that neighborhood.

Councilmember LeBlanc: also enjoyed attending National Night Out, and he thanked all the staff that were involved with the event.

Councilmember LeBlanc stated that the Cultivating Community Initiative is working with the two main Halloween houses in the Town - the Historic Herndon Halloween House and The Bistro at Queens Row - and they will be hosting a Halloween decorating contest, with the theme of outer space. He encouraged everyone to participate and stated that there would be a gift card for the contest winners.

Mayor Olem: stated that she enjoyed participating in the 4-H Fair with her family and attending National Night Out. She looks forward to the Cultivating Community Initiative's Halloween contest.

William H. Ashton II, Town Manager: provided comments on: (1) National Night Out, where the apartments next to Dulles Park participated in the event for the first time and had a great turn out; he was also grateful the Town's new Community Outreach Coordinator/Recreation Services Supervisor was able to attend, and (2) upcoming Zip Trip with the television station Fox 5, which will be happening in the lobby of the Herndon Municipal Center on Friday, August 9, due to the expected rain.

5. Closed Meeting [not needed, therefore not held]

a. A closed meeting pursuant to the:

- **Code of Virginia Section 2.2-3711(A)(1), for discussion relative to a personnel matter involving the resignation of the Town Manager; and**
- **Code of Virginia Section 2.2-3711(A)(8), consultation with legal counsel regarding specific legal matters requiring the provision of legal advice by such counsel, relating to real estate in the downtown.**

The closed meeting was not needed, therefore it was not held at this meeting.

6. **Adjournment**

There being no further business, Mayor Olem adjourned the August 7, 2024 Town Council Work Session meeting at 9:03 p.m.

Amanda E. Moraw Kertz

Amanda E.M. Kertz
Acting Town Clerk



Minutes approved by Town Council : November 12, 2024