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HERNDON TOWN COUNCIL
Work Session
Tuesday, February 5, 2019

At a regular meeting of the Town Council of the Town of Herndon, Virginia, held in the Herndon Council Chambers Building, at 765 Lynn Street, Herndon, Virginia, on Tuesday, February 5, 2019, at 7:00 p.m., there were present:

- Mayor Lisa C. Merkel, presiding;
 - Vice Mayor Sheila A. Olem;
 - Councilmember Pradip Dhakal;
 - Councilmember Signe Friedrichs;
 - Councilmember Bill McKenna;
 - Commissioner C. Melissa Jonas, Planning Commission Chair;
 - Commissioner George Burke, Planning Commission Vice Chair;
 - Commissioner Marcia M. Bouchard;
 - Commissioner Paul C. LeReche;
 - Commissioner Kevin G. Moses;
 - Commissioner Sean Regan; and
 - Commissioner Michael G. Romeo.
- Councilmembers Jennifer K. Baker and Cesar del Aguila were absent.

Staff present during the meeting: William H. Ashton II, Town Manager; Lesa Yeatts, Town Attorney; Chief Maggie DeBoard, Herndon Police; Elizabeth Gilleran, Director of Community Development; Page Kalapasev, Director of Information Technology; Cindy Roeder, Director of Parks & Recreation; Tammy Chastain and John Irish, Deputy Directors of Public Works; Police Officer Richard Musgrove, Herndon Police; Dana Heiberg, Senior Planner; and Amina Ait-Bella, Legislative Assistant.

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ANNOUNCEMENT

Mayor Merkel stated that Councilmembers Baker and del Aguila would not be present this evening.

JOINT WORK SESSION WITH PLANNING COMMISSION

1. **Joint work session b/n Town Council and Planning Commission, six-month review of the FY 2019-2024 Capital Improvement Program (CIP) project status.**

Mayor Merkel welcomed Chair Jonas and Members of the Planning Commission. She recognized the Deputy Director of Public Works for the staff report.

The Deputy Director of Public Works presented a PowerPoint, which is on file in the Town Clerk's office. He reviewed the town's project model; processes; and highlighted the 2018 CIP and non-CIP accomplishments, along with several projects that were underway. Highlighted accomplishments included moving forward with projects in the downtown and Metrorail areas; working with the Virginia Department of Transportation (VDOT) on project designs; and completed projects as provided in staff's PowerPoint.

The Deputy Director of Public Works reviewed the CIP chart and summary sheet included in staff's PowerPoint. The PowerPoint detailed the projected status for 49 projects in the FY 2019-2024 CIP.

There was discussion amongst Council, Planning Commission and staff on this item.

There was a brief question and answer period between Councilmember McKenna and the Deputy Director of Public Works on projects #14 and #15, Van Buren Street improvements.

In response to queries from Chair Jonas on sidewalk repair, project #25, specifically Fortnightly Boulevard, the Deputy Director of Public Works discussed the priorities for replacing the brick sidewalks in the downtown.

There was a brief question and answer period between Commissioner Regan and the Deputy Director of Public Works on project #31, Elden and Monroe Intersection Improvements.

In response to queries from Commissioner Bouchard regarding project #22, Streetlights, the Deputy Director of Public Works stated that the town's streetlighting program had a long history that staff needed to research further.

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Staff planned to reevaluate the streetlighting program, which might not have been updated as it should have been, and its priorities could have changed. He discussed the funding of the streetlighting CIP, which involved the town, Virginia Dominion Power (Dominion), and Fairfax County.

The Town Manager stated it was a good time for staff to evaluate this program, because the state just finalized its contract with Dominion. He stated that there were new LED lighting options available and Dominion had adjusted some of its prices.

There was brief discussion amongst Council, Planning Commission and staff on streetlights.

There was a brief question and answer period between Vice Chair Burke and the Deputy Director of Public Works on project #10, Trails to Herndon Metrorail, specifically the Chandon Park Trail.

There was brief discussion amongst Council, Planning Commission and staff on trails and bicycle facilities.

In response to queries from Councilmember Friedrichs on project #18, Bicycle Facilities and Accommodations, the Senior Planner stated that further details would be available in the FY 2020-2025 CIP, which the Planning Commission would review soon. He did not believe that the Capital Bike Share was part of this project.

The Deputy Director of Public Works stated that the Pedestrian and Bicycle Advisory Committee (PBAC) was involved in the discussion about bicycle facilities. He stated that he could find out more information.

The Director of Community Development addressed the potential for Capital Bike Share in town, which staff has discussed with Fairfax County. She stated that there would be some upfront costs to the town, but the county may be willing to help with the yearly costs.

The Deputy Director of Public Works read the portion about bicycle facilities from the draft FY 2020-2025 CIP.

There was further brief discussion.

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The Deputy Director of Public Works briefly reviewed the slide outlining the 2019-2024 downtown projects.

There was a brief question and answer period between Vice Mayor Olem and the Deputy Director of Public Works on crosswalks.

There was a brief question and answer period between Mayor Merkel the Deputy Director of Public Works about sidewalks.

Chair Jonas stated that the Planning Commission spent a lot of time on the South Elden Area Plan. She hoped the Council would carefully review it and she looked forward to hearing what they had to say.

RECESS

At 7:43 p.m., Mayor Merkel called a brief recess, and at 7:46 p.m., the work session reconvened in Herndon Council Chambers Building, all members of the Town Council present, with the exception of Councilmembers Baker and del Aguila, who were absent, and with Mayor Merkel presiding.

PRESENTATION

2. Proclamation, to recognize “African American History Month,” February 2019.

There were no comments on this item. This presentation was rescheduled from the Council’s January 29 meeting, due to inclement weather.

PUBLIC HEARINGS

3. Resolution, to consider adoption of Comprehensive Plan Amendment CPA #18-01, South Elden Area Plan.

The Senior Planner presented the staff report and PowerPoint, which are on file in the Town Clerk’s office. He reviewed the planning process for the project; location; vision and goals. This Comprehensive Plan Amendment (CPA) would provide guidance and allowances for the redevelopment of older properties to urban residential, retail and other potential uses at a density higher than currently allowed. The proposed plan would provide flexibility and a range of density in five tiers, as described in the staff report and PowerPoint.

There was a brief question and answer period between Councilmember Friedrichs and the Senior Planner on affordable housing.

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The Senior Planner continued the PowerPoint, discussed the tiers, and reviewed the proposed timeline and future steps. At its December 3, 2018 meeting, the Planning Commission recommended the CPA to the Council. Staff recommends approval of the proposed resolution, which would include the recommended comprehensive plan map and text changes. The adopting resolution would also provide descriptions for each of the tiers.

The Town Manager stated that the CPA would be supported under the town's plans for water and sewer.

The Director of Community Development provided comments about how staff and the Planning Commission tried to balance density and mixed use.

There was brief discussion amongst Council and staff on this item.

Mayor Merkel asked the public to send in their comments for this item, or to provide comments at next week's public hearing.

Mayor Merkel summarized that at next week's meeting, the Council would consider adoption of the proposed CPA. This would begin the zoning process, as outlined by the Senior Planner earlier this evening, which would provide more predictability and specific information on form to potential developers.

Vice Mayor Olem requested staff to emphasize the future steps of the process during next week's public hearing, so that the audience would understand that more was happening with this item.

A member of the audience (name not given) provided brief comments.

4. Resolution, to solicit public comment for consideration during the development of the Town Manager's proposed budget for Fiscal Year 2020.

Mayor Merkel stated that comments received by Council on this item have been entered into the record. She recognized the Town Manager for comments.

The Town Manager stated that the proposed resolution would request citizen input into the development of the FY 2020 budget. At next week's meeting, he would say a few words about the process and then turn it over to public comments. He stated that following this public hearing, individuals would still be encouraged to provide comments on the budget. Council had the option of continuing this public hearing, but he would prefer that the formal request for initial comments end in February. By that point, staff would be well into the budget process.

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There was brief discussion amongst Council and staff on this item.

Mayor Merkel stated that if the Council wanted to pass the proposed resolution at next week's meeting, she would include a statement in her remarks the following weeks, encouraging the public to provide comments on the budget.

The Town Manager stated that staff would promote it on social media as well.

There were brief comments from Council.

CONSENT AGENDA

5. **Resolution, to reappoint Matthew Ossolinski and Mike McFarlane as Members to the Heritage Preservation Review Board.**

There was no discussion of the Consent agenda.

ROUNDTABLE

1. **Councilmember Friedrichs:** Wished those present a Happy Lunar New Year, which would be the year of the pig.

Councilmember Friedrichs read a complimentary post from Facebook expressing kudos to the town for improvements on Elden Street.

In response to queries from Councilmember Friedrichs regarding a request from a citizen to make police information available online, the Town Manager asked the Council for about six months, so the Chief of Police could finish her overhaul on general orders. It would be discussed at that point. In the meantime, the request was subject to the Freedom of Information Act, and staff responded accordingly.

2. **Councilmember McKenna:** Wished Councilmember Friedrichs a Happy Birthday.

Councilmember McKenna stated that Wooboi Chicken was now open. The Grand Opening and Ribbon Cutting would be held on March 4.

Councilmember McKenna stated that he appreciated the joint work session with the Planning Commission. He would like to consider holding more of these meetings with the Planning Commission and/or other town boards.

3. **Councilmember Dhakal:** Also wished Councilmember Friedrichs a Happy Birthday.

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4. **Vice Mayor Olem:** Echoed Councilmember Friedrichs' comments wishing everyone a Happy Lunar New Year.

Vice Mayor Olem asked for an update on the Roberts Carpets building.

The Town Manager stated that he was not aware of what was going on with the building.

Mayor Merkel stated that she has received comments about the downtown looking "rundown."

The Town Manager stated that he could ask the Economic Development Manager for more information about the Roberts Carpets building.

Vice Mayor Olem stated that the repairs to the building across from Jimmy's Old Town Tavern were looking great.

Vice Mayor Olem asked about if the grates around the trees were discolored.

The Deputy Director of Public Works stated that he was not sure, but in looking at the grates, he thought they were intended to corrode in the rust color.

Vice Mayor Olem stated that she visited her mother in Alabama, where she observed a lot of litter when driving around. She was impressed by how the town always keeps the streets clean.

The Town Manager expressed kudos to the Department of Public Works (DPW) for cleaning the streets. He stated that the appearance of the town helps to influence its culture, due in large part to DPW's efforts.

5. **Mayor Merkel:** Stated that she read on Twitter that tonight was the first time Metro was running test trains from Wiehle-Reston East to Dulles Airport.

Mayor Merkel stated that she met with John Boylan and Melissa Highley, Dulles Regional Chamber of Commerce, about the Winter Market, which the Chamber was organizing for December 14. She provided brief comments and stated that the Chamber would update the Council on this event later this year.

The Town Manager stated that the model train show appears a week earlier on the town calendar, but it should be listed for December 14.

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Sister Cities

Mayor Merkel stated that she had a few individuals approach her about becoming a sister city with Herndon. One was from H.K. Lee, of H.K. Lee Tae Kwon Do, about a city in Korea to which he was connected. She would be meeting him next Tuesday. In the meantime, she was gathering information about the process.

Mayor Merkel stated that Kwame Alexander was connected to Ghana, where he has done a lot of volunteer work. She discussed his relationship with a city in Ghana, who was also interested in becoming a sister city with Herndon.

Vice Mayor Olem suggested discussing this with members of the Sister Cities International of the Greater Herndon Area.

Councilmember Dhakal stated that he was approached about having a sister city in Nepal. A mayor from Nepal recently visited with Councilmember Dhakal and asked if he would discuss a sister city program for his city with the Council. Councilmember Dhakal stated that he was also approached by several towns in Nepal about forming a sister city relationship.

Vice Mayor Olem discussed the responsibilities of having a sister city, as she previously served on the board of the Sister Cities International of the Greater Herndon Area. She stated that the town needed to have a group in the community who wanted to participate in the program.

Mayor Merkel suggested looking for a less formal way to connect with these various communities, as well.

Councilmember Dhakal suggested seeing how the relationships between the town and the other cities go, and then making an informed decision.

In response to queries from Mayor Merkel, the Town Attorney stated that if Mayor Merkel, Vice Mayor Olem and Councilmember Dhakal got together to discuss sister cities, it would be considered a meeting that required a notice.

Mayor Merkel asked Councilmember Dhakal if there was a Nepalese American Month, or similar recognition month, that the town could recognize with a proclamation.

Vice Mayor Olem suggested incorporating it with Asian Pacific American Heritage Month.

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Councilmember Dhakal stated that he was working to see if there was something the town could do to make the Nepalese community feel empowered and welcomed.

Town Proclamations

Mayor Merkel stated that she received several questions regarding who reads the town's proclamations that are presented at public hearings. The Town Clerk researched this around the Commonwealth and Mayor Merkel was surprised to learn that in nearly every jurisdiction that responded, the mayor reads all proclamations. She stated that was something she did not want to implement.

Mayor Merkel discussed the current process for reading proclamations. She stated that Councilmembers usually ask her to read one if they are interested in a specific issue, or if a Councilmember brings a proclamation before Council, they would read it. This was the process the Council has followed since former Mayor Rust was in office. She suggested continuing this process, if there were no objections, since it had worked well for a long time.

Councilmember Friedrichs stated that all Members of Council wanted to read the proclamation for "African American History Month," which was why this topic might have come up.

Mayor Merkel asked if that proclamation could be split up amongst Council.

Councilmember Friedrichs stated that she thought it was too short to split up.

Mayor Merkel asked that Council provide her with any thoughts they had on this topic.

CLOSED MEETING

On motion of Councilmember McKenna, seconded by Vice Mayor Olem, and carried by a 5-0 vote, the Herndon Town Council went into Closed Meeting at 8:51 p.m. under:

- Section 2.2-3711(A)(7) of the Code of Virginia, to consult with legal counsel regarding actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the Council.

Vote: Councilmembers Dhakal, Friedrichs, McKenna, Vice Mayor Olem, and Mayor Merkel voting "Aye." Councilmembers Baker and del Aguila were absent.

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RECESS

At 8:51 p.m., Mayor Merkel called a brief recess, and at 8:55 p.m., the closed meeting reconvened in the Herndon Council Chambers Building, all members present, with the exception of Councilmembers Baker and del Aguila, who were absent, and with Mayor Merkel presiding.

CLOSED MEETING (CONTINUED)

On motion of Councilmember Friedrichs, seconded by Councilmember Dhakal, and carried by a 5-0 vote, the Herndon Town Council reconvened in public session at 9:44 p.m.

Vote: Councilmembers Dhakal, Friedrichs, McKenna, Vice Mayor Olem, and Mayor Merkel voting "Aye." Councilmembers Baker and del Aguila were absent.

On motion of Vice Mayor Olem, seconded by Councilmember McKenna, and carried by a 5-0 vote, the Herndon Town Council approved the following Certification of Closed Meeting.

Vote: Councilmembers Dhakal, Friedrichs, McKenna, Vice Mayor Olem, and Mayor Merkel voting "Aye." Councilmembers Baker and del Aguila were absent.

Certification of Closed Meeting

WHEREAS, the Town Council of the Town of Herndon has convened a Closed Meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3711 of the Code of Virginia requires a certification by this Town Council that such Closed Meeting was conducted in conformity with Virginia law.

NOW, THEREFORE, BE IT RESOLVED that the Town Council of the Town of Herndon hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the Closed Meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the Closed Meeting were heard, discussed, or considered by the Town Council.

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VOTE:

Ayes – 5
Nays – 0

ABSENT DURING VOTE: 2

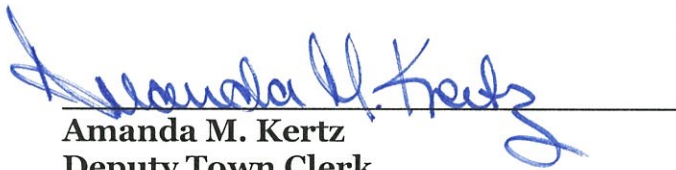
ABSENT DURING MEETING: 2

ADJOURNMENT

There being no further business, the meeting adjourned at 9:45 p.m.



Lisa C. Merkel
Mayor



Amanda M. Kertz
Deputy Town Clerk



Minutes approved by Town Council: February 12, 2019.

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NOTE:

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