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**HERNDON TOWN COUNCIL
Work Session Meeting Minutes
Tuesday, September 6, 2022**

The Town Council held a work session meeting on Tuesday, September 6, 2022 at 7:00 p.m. in the Herndon Community Center, Community Room 1, 814 Ferndale Ave, Herndon. In attendance were: Mayor Sheila A. Olem; Vice Mayor Cesar del Aguila; and Councilmembers Pradip Dhakal, Signe Friedrichs, Sean M. Regan, and Jasbinder Singh.

Councilmember Naila Alam was absent.

Staff present during the meeting: William H. Ashton II, Town Manager; Lesa Yeatts, Town Attorney; Chief Maggie DeBoard, Herndon Police; Lisa Gilleran, Director of Community Development; Page Kalapasev, Director of Information Technology; Cindy Roeder, Director of Parks and Recreation; John Irish, Deputy Director of Public Works; Dave Bracamonte, Systems Manager; and Margie Tacci, Deputy Town Clerk.

CALL TO ORDER

1. Roll Call & Determination of Quorum

Mayor Olem called the work session to order at 7:00 p.m. and asked the Deputy Town Clerk to call the roll for attendance. Following the roll call, Mayor Olem confirmed a quorum was present, with Councilmember Alam absent.

Mayor Olem asked Council to observe meeting decorum by showing their hand to be recognized by the chair for comments. She reminded those participating to follow the Meeting Guidelines, which include: refrain from threatening or intimidating language; profane, vulgar, obscene, or threatening remarks are not permitted; and attacks or harmful remarks against are not tolerated.

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Comments and Disclosures for the Record

Mayor Olem stated that she and several Councilmembers were concerned about the recent accident on Spring Street and how to address concerns brought forward by residents. William H. Ashton II, Town Manager, advised that staff will be meeting this week on this issue, and he will advise Council once they review the matter and have a report to present.

Mayor Olem asked Margie Tacci, Deputy Town Clerk, if she received comments for the record or Transactional Disclosure Declarations from Council on any items listed on that evening's agenda. Ms. Tacci stated that general comments were received for the record and that no additional public comments or disclosures from Council were received.

AMEND THE AGENDA

Councilmember Regan moved to add to the agenda item #5, Discussion on the Spring Street Accident, and that the agenda be so amended. Motion seconded by Councilmember Dhakal.

The question was called on the motion, which carried by a 6-0 roll call vote. The vote was: Councilmembers Dhakal, Friedrichs, Regan, Singh, Vice Mayor del Aguila, and Mayor Olem voting "Aye." Councilmember Alam was absent.

GENERAL

2. Resolution 22-G-52, to award contract IFB #23-01, Traffic Signal Installation Maintenance and Repair

Tammy Chastain, Deputy Director of Public Works, presented the staff report dated September 6, 2022, which is on file in the Town Clerk's office. The proposed resolution enables a qualified contractor to provide maintenance, repair, and/or new installation of traffic control and signal equipment at various locations in Town. The contract is for one year with four optional renewals. She outlined the IFB process and stated that the bid from R.E. Lee Electric Company, Inc. was responsive and responsible. Staff recommends approval of the proposed resolution, as presented.

Following discussion and with the concurrence of Council, staff was directed to place this item on the Consent agenda for the next meeting.

3. Resolution 22-G-53, to approve a Temporary License Agreement to use a designated public space in the alley adjacent to Jimmy's Old Town Tavern for outdoor seating for an event

Lesa Yeatts, Town Attorney, presented the staff report dated September 6, 2022, which is on file in the Town Clerk's office. The applicant, Jimmy's Old Town Tavern, requested

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authorization to use designated alley public space between 689 and 681 Spring Street for outdoor seating for a fundraiser event from 8:00 a.m. to 11:00 p.m. on September 25. The applicant was approved for a Temporary Use Permit by the Zoning Administrator. Staff recommends approval of the proposed resolution, as presented.

Responding to Councilmember Regan's queries, Ms. Yeatts briefly reviewed the noise ordinance standards that applied to this permit, which goes until 10:00 p.m. Mr. Ashton talked with the applicant about noise levels.

Responding to Councilmember Singh's questions about access to the alley, Mr. Ashton stated that staff was considering how the alley was being utilized and staff was planning to come back to the Council to discuss it. Additionally, when Dominion finishes undergrounding utilities in this area, they will need access to the alley.

Responding to Councilmember Singh's questions about charging for the alley, Ms. Yeatts stated that the town typically does not charge for nonprofit or charity events; however, the Council could decide to do so. She believed the other events Jimmy holds in the alley were also charitable.

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

4. Resolution 22-G-54, to establish the Herndon Town Council meeting schedule for January 1, 2023 to December 31, 2023

Ms. Yeatts presented the staff report dated September 6, 2022, which is on file in the Town Clerk's office. She reviewed the proposed 2023 meeting schedule, which included adjusting some meetings dates for Town holidays and forgoing the second work session and public hearing in November to accommodate Thanksgiving travel. Staff recommends approval of the proposed resolution, as presented.

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

DISCUSSION

5. Spring Street Accident

Mayor Olem recognized Councilmember Regan, who made the motion to amend the agenda to include this item.

Councilmember Regan wanted to discuss the accident that happened on Spring Street last month and staff's response to the incident. He thought that one challenge is that there is not an easy way to share information among Council, who received many emails on this topic. He talked with several Spring Street residents who are concerned about speeding and distracted driving, along with sidewalks and the road being at the same elevation. He

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wanted to consider how the Town addressed similar issues in the past and look at applying them here. He asked Mr. Ashton about the next steps the Town was taking on this issue. Mr. Ashton stated that he was meeting with staff to get a better understanding of the applicable safety standards and how to convey that information to the public. Staff was also going to consider various options by gathering data on the traffic that goes through the area. In looking at solutions for Spring Street, they must account for any impact on fire and EMS routes. Mr. Ashton will schedule a time to meet several of the residents to walk along Spring Street and hear their concerns firsthand.

Mr. Ashton stated that there were simple solutions that they could do right now to address road safety, like adding “your speed” signs on the street. He stated that while they were waiting for the traffic data, it was important to note that there is speeding on every street in Town.

Mr. Ashton stated staff is continuing to look at ways to address pedestrian safety. Long-term solutions, such as sidewalk, and curb and gutter, are major improvements that can take five or six years to implement due to a lengthy process that may include design, funding, land acquisition, and construction.

Once staff produces an initial concept for Spring Street, they will come back to the Council and lay out the options for the long-term solutions. In the meantime, staff will review short-term solutions to address the residents’ concerns.

Councilmembers Regan, Friedrichs, Singh, Dhakal, Vice Mayor del Aguila, and Mayor Olem provided comments about safety concerns on Spring Street and potential solutions. They supported staff looking at short and long-term opportunities to increase safety on this street.

Responding to Councilmember Dhakal, Mr. Ashton stated that he needed to gather more information on reducing speed, speed bumps, and increased speeding fines to Spring Street, which must meet certain VDOT requirements.

Responding to Councilmember Singh’s comments, Ms. Yeatts indicated she could further discuss his legal questions about red-light and speed cameras outside of the that night’s meeting.

Responding to Vice Mayor del Aguila’s queries about red-light cameras, Ms. Yeatts stated staff would have to reevaluate the state’s red-light camera regulations and how they apply in the Town. She stated staff would like to evaluate that suggestion, along with the others, to potentially be added to the Town’s legislative agenda.

Responding to Councilmember Dhakal, Mr. Ashton stated a priority is to evaluate traffic issues across the entire Town and how adjustments at one location impacts the rest of the network.

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Following discussion amongst Council and staff, Council asked staff to investigate the following solutions on Spring Street:

Short-term:

- Placing “your speed” signs on Spring Street (staff has started this process)
- Gathering traffic and speed data to inform available solutions
- Address Spring Street as part of a traffic calming initiative at the next Town Council Strategic Initiatives Planning Meeting

Long-term:

- Adding a CIP project to potentially include ADA compliant sidewalk, and curb and gutter
- Work on addressing availability of speed cameras to towns at the state level, consider inclusion in the Town’s legislative program
- Evaluating the Town’s capability to use red-light cameras, particularly in school zones

ROUNDTABLE

Councilmember Regan: No comments.

Councilmember Singh: No comments.

Councilmember Friedrichs: Discussed several events she attended over the past few weeks including: meeting with Opportunity Neighborhoods, which support children in lower income neighborhoods, and the Dulles Regional Chamber of Commerce’s Innovate Conference in support of local business opportunities. She shared that she was also able to visit her family in Massachusetts.

Responding to Councilmember Friedrichs’ comments about the Innovate Conference, Mr. Ashton was proud to share that the Town had its first Herndon High School apprentice at the Town Shop.

Councilmember Dhakal: Stated that he saw several emails from residents concerned about safety at the Herndon Middle School (HMS) baseball fields. He thanked Mr. Ashton for his prompt response with staff working with the McDonalds management and Fairfax County Public Schools (FCPS) on security.

Councilmember Dhakal received another email about the Park Avenue and Monroe Street intersection. He understood the Town was working on design changes and that the

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damaged streetlight had been replaced. He asked if the “your speed” signs were up at that intersection.

Tammy Chastain, Deputy Director of Public Works, stated that there was a speed sign going down the hill past the intersection.

Responding to Councilmember Dhakal’s question about the design change at the Park/Monroe intersection, Mr. Ashton said that it was a simple redesign to make the turn easier for vehicles to navigate.

Vice Mayor del Aguila: Echoed Councilmember Dhakal’s comments about safety at the area between the HMS fields and McDonalds. To the extent possible, he wanted the Town to address the issues that citizens had brought up, including trash and the safety of the children who were using the fields.

Mr. Ashton discussed how the Town had responded, which included HPD working with McDonalds management and FCPS security. He stated he advised baseball team members to call HPD anytime they feel threatened.

Chief DeBoard provided a brief update on how HPD patrols the area and parks their vehicles at the McDonalds behind HMS. They are aware that incidents could occur after they leave, but they try to act as a deterrent. She stated that HPD needs cooperation from local businesses to manage any disorderly individuals.

Mayor Olem: Shared that she received an email from a resident about an incident they observed at Worldgate Shopping Center. She explained to this individual that HPD is not able to be at the shopping center all the time, and she encouraged the resident to call HPD to report anything suspicious.

Mayor Olem also heard from a citizen who was concerned about aggressive behavior from an individual at the Herndon Farmers Market. She provided them with HPD’s non-emergency number and encouraged them to call it if they felt threatened.

Mayor Olem stated that she met with the Opportunity Neighborhoods group and stated that they have ambassadors who encourage others to be involved in their neighborhoods.

Mayor Olem echoed Councilmember Friedrichs’ comments about the Dulles Regional Chamber of Commerce Innovate Conference. She enjoyed seeing the Herndon business Hawkeye 360 at the event.

William H. Ashton II, Town Manager: Discussed a presentation for next week’s meeting. Mr. Ashton stated that the Town would honor former Town Clerk Viki Wellershaus’ retirement at next week’s public hearing. There would be a brief reception at 6:00 p.m.

In response to queries from Councilmember Friedrichs, Mr. Ashton stated that staff was working on a presentation for the public hearing meeting.

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[Note: Mr. Ashton made these comments earlier in the meeting, following the Council's discussion of the 2023 meeting schedule item.]

Mr. Ashton thanked the Council for their flexibility in moving the work session meeting from the HPD community room to the Herndon Community Center that evening.

Mr. Ashton updated the Council on two issues in Town that involved the Department of Environmental Quality (DEQ). The first was a tank at the Town Shop where a spill problem from many years ago was recently detected. The tank had been extracted, pursuant to DEQ guidelines, and the soil was sent out for testing. Once the soil results come back, staff will take the next steps to contain the spill. Additionally, at Worldgate, staff was working with the property owner to clean-up a sewage spill that occurred because two pipes were close together.

ADJOURNMENT

Councilmember Friedrichs moved to adjourn the meeting of the September 6, 2022 work session at 8:35 p.m., and Councilmember Dhakal seconded the motion. The question was called on the motion which carried by a 6-0 roll call vote. The vote was: Councilmembers Dhakal, Friedrichs, Regan, Singh, Vice Mayor del Aguila, and Mayor Olem voting "Aye." Councilmember Alam was absent.

Amanda E. Monaw Kertz

**Amanda E.M. Kertz
Chief Deputy Town Clerk**



Minutes approved by Town Council: November 15, 2022

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NOTE:

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