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**HERNDON TOWN COUNCIL
Work Session
Tuesday, November 10, 2020**

Pursuant to Virginia Code Section 2.2-3708.2, as amended; the Governor's Executive Orders, as amended; and in accordance with Ordinance 20-O-23, Continuity of Governmental Operations during Pandemic Disaster (COVID-19), as amended and readopted by the Herndon Town Council on September 8, 2020, which superseded previously adopted amendments, Mayor Merkel has stated that the November 10, 2020 Herndon Town Council Work Session would be by electronic means. The meeting was broadcast and recorded through Cisco Webex and details for the meeting were made available to the public on Thursday, November 5, 2020. In attendance electronically were:

- Mayor Lisa C. Merkel, presiding;
- Vice Mayor Sheila A. Olem, due to technical difficulties, joined at 7:08 p.m.;
- Councilmember Jennifer K. Baker;
- Councilmember Cesar del Aguila;
- Councilmember Pradip Dhakal;
- Councilmember Signe Friedrichs; and
- Councilmember Bill McKenna.

Staff present during the meeting: William H. Ashton II, Town Manager; Lesa Yeatts, Town Attorney; Bryce Perry, Deputy Director of Community Development; Dana Heiberg, Senior Planner; David Stromberg, Zoning Administrator; and Margie C. Tacci, Deputy Town Clerk.

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ANNOUNCEMENTS

The Deputy Town Clerk welcomed those listening to the November 10, 2020 work session and stated that night's regularly scheduled Herndon Town Council meeting was a virtual meeting, which was being conducted electronically pursuant to:

- ❖ Virginia Code Section 2.2-3708.2, as amended;
- ❖ the Governor's Executive Orders, as amended; and
- ❖ in accordance with Ordinance 20-O-23, Continuity of Governmental Operations during Pandemic Disaster (COVID-19), as amended and readopted by the Herndon Town Council on September 8, 2020, which superseded previously adopted amendments.
- Proper notice of the electronic meeting was provided in accordance with the Code of Virginia;
- Agenda and meeting materials, along with information for viewing the meeting and submitting comments for the record are available on the town's website; and
- Electronic meetings will begin with a roll call to determine a quorum and all votes, including adjournment, will be by roll call vote.

CALL TO ORDER

1. Roll Call & Confirmation of Quorum

Mayor Merkel called the November 10, 2020, work session to order at 7:00 p.m. and asked the Deputy Town Clerk to call the roll for attendance. Mayor Merkel asked each Councilmember to respond by clearly stating their name and indicating they were present.

Following the roll call for attendance, Mayor Merkel confirmed there was an electronic quorum present that evening. All members except Vice Mayor Olem, who was having technical difficulties, were present electronically, with Mayor Merkel presiding. As the Deputy Town Clerk had stated, the meeting that evening was being conducted pursuant to the appropriate laws associated with the COVID-19 pandemic disaster.

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2. Comments from the Town Manager

Mayor Merkel recognized the Town Manager for comments.

The Town Manager stated the numbers of COVID-19 cases in the northern Virginia region were beginning to climb, but ICU admittances and hospitalizations were remaining steady. Dr. Gloria Addo-Ayensu stated that there are studies that suggest mask-wearing and social distancing may be helping keep the viral loads lower, so the immune system does not get secondary infections from the immune system response.

He reiterated the need to continue wearing masks, social distancing, staying home, getting tested, quarantining, and getting a flu shot this year.

The Town Manager stated after conversations with the Fairfax County Health Department and the Governor of Virginia, during a call both he and Mayor Merkel were on earlier that week, they were estimating the virus will be lingering well into next summer and possibly beyond. They have therefore decided not to plan the 2021 Herndon Festival. Groups involved in the Festival will be notified. He stated it was regretful, but they do not see it being a possibility in the spring.

Mayor Merkel stated they had a long agenda ahead and that Thursday night was penciled in as a possible second work session depending on the lateness of the hour. She stated this agenda was filled with several complex issues and items that built up over the past six months.

COMMENTS & DISCLOSURES FOR THE RECORD

Mayor Merkel asked the Deputy Town Clerk whether she had received comments for the record or Transactional Disclosure Declarations from Council on any items listed on that evening's agenda, and the Deputy Town Clerk stated that she had received comments for #5, Ordinance 20-O-61, to establish new and clarify, revise and/or delete existing, regulations and definitions to change the name of the Heritage Preservation Overlay district to the Historic District Overlay; #6, Resolution 20-G-51, to consider adoption of Revised Heritage Preservation District Guidelines; and General Items #7-9, Resolutions 20-G-52, 20-G-53, and 20-G-54, the Fairbrook Business Park items, which were all provided to Council and entered into the record.

The Deputy Town Clerk also stated she received transactional disclosures for that evening's meeting for items #5, Ordinance 20-O-61; and #6, Resolution 20-G-51.

Mayor Merkel and Councilmembers Baker, del Aguila, Dhakal, and McKenna each provided signed statements for the record that they reside in the Heritage District. The statements indicate that they are able to participate in the

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discussion and action on this application fairly, objectively, and in the public interest, and that the appropriate disclosures have been filed with the Town Clerk and Town Attorney.

Mayor Merkel stated for the record that Vice Mayor Olem was present at the meeting at 7:08 p.m.

PUBLIC HEARINGS

3. Resolution 20-G-50, to consider adoption of Comprehensive Plan Amendment CPA #20-01, 315 Elden Street.

Mayor Merkel recognized the Senior Planner for the staff report.

The Senior Planner presented the staff report and PowerPoint, dated November 10, 2020, which are on file in the Town Clerk's office. He reviewed the tax map, location, 2030 Comprehensive Plan Land Use Map designation, and the proposed amendment.

At its October 26, 2020 meeting, the Planning Commission recommended approval of the proposed resolution to Council, who had adopted the initiating resolution on September 22, 2020.

The Senior Planner reviewed the catalysts for this amendment to rezone the site and the process to convert the property to multifamily residential if the Council adopted the amendment. Such catalysts included Council's commitment to addressing the affordable housing shortage and the new owner's wishes to repurpose the hotel to residential with at least 55 percent of the units being workforce housing. Finally, he provided further information about the appropriateness of the site and units.

The Senior Planner stated the change to the Comprehensive Plan would allow for a rezoning and open the door for future rezoning changes as well. He stated that there were significant public facilities in place already to support the property, and he reviewed other facts related to the property including the impact on Fairfax County Schools. Staff recommended approval of this resolution, as presented.

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

There was a brief question and answer discussion period between Councilmember Dhakal, Mayor Merkel, the Town Manager, and the Senior Planner where clarification about rezoning, Comprehensive Plan Amendments, and the workforce housing for this project was provided.

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There was a brief question and answer session between Councilmember del Aguila and the Town Manager regarding public facility usage and demand as well as infrastructure changes and capacity.

In response to Councilmember Friedrichs, the Town Manager and Mayor Merkel confirmed this was the first step and stated a rezoning for this property was welcome and they could move forward.

There was a brief question and answer session between Councilmember Baker and the Senior Planner about the number of workforce housing units and the owner's definition of the term.

Mayor Merkel stated the developer and property owner would be available at the public hearing the next week.

4. **Ordinance 20-O-62, to consider a zoning map amendment, ZMA #19-02, 1145 Herndon Parkway, Park Place Residential Development, to change the zoning from C-O, Commercial Office, to PD-UR, Planned Development-Urban Residential with proffered conditions allowing the redevelopment of the site with townhouses and multi-family residential uses.**

Mayor Merkel stated that this item was originally, and inadvertently, numbered as 20-O-60, but the error was caught, and it was renumbered 20-O-62 on the agenda and on Granicus. She recognized the Deputy Director of Community Development for the staff report.

The Deputy Director of Community Development presented the staff report and PowerPoint dated November 10, 2020, which are on file in the Town Clerk's office. He reviewed the case summary, site description, background, and review processes. He then went over the proposed zoning ordinance compliance, modifications, adherence to the Comprehensive Plan, transportation plan, design, fiscal impact, and proposed proffers.

At its October 26, 2020 meeting, the Planning Commission approval of the proposed resolution. The Architectural Review Board (ARB) had also completed an informal review, with general support for the design and concept. The project would return to the ARB for its formal review. Additionally, staff recommended approval of this resolution.

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

Mayor Merkel stated there had already been a Comprehensive Plan amendment and that night they were looking at the next step on this item, like the process described during the previous item. She stated the applicant would be available at the public hearing.

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Responding to Councilmember del Aguila, the Deputy Director of Community Development stated that workforce housing had not been discussed specifically for this project.

There was a brief question and answer session between Councilmember Friedrichs and the Deputy Director of Community Development about concerns over cut-through traffic and public access to private property, building residential next to commercial property, landscape buffers for noise abatement, and traffic.

The Deputy Director of Community Development stated the way the proffers were written would protect the interests of the offsite properties and include them in any future discussion for physical connection. He stated the applicant would be providing easements for a future connection. He also stated that the proffers did not include any kind of noise abatement.

Mayor Merkel stated there would be a lot more traffic in the area if the building were completely rented. She mentioned the similarity to the Herndon Centre redevelopment.

Responding to Vice Mayor Olem's question about how this development would affect the business to residential ratio related to the tax base, the Deputy Director of Community Development stated under Phase 1 there would be no major change, but he could get that information.

Mayor Merkel stated they might be able to get the information about the commercial tax base from the Director of Economic Development.

There was further discussion between Vice Mayor Olem and the Deputy Director of Community Development about sound and noise requirements as well as about how this development would affect the number of school-aged children.

5. **Ordinance 20-O-61, to consider an amendment to the Town of Herndon Zoning Ordinance, ZOTA #20-01, to establish new, and clarify, revise and/or delete existing, regulations and definitions in order to change the name of the Heritage Preservation Overlay district to the Historic District Overlay, to allow for the administrative review of certain types of certificates of appropriateness and related measures. The proposed amendments under consideration include multiple sections of Chapter 78 (ZONING) and a new Section 78-155.10 (Certificates of Appropriateness).**

Mayor Merkel stated this item was a precursor to the following item on the agenda, and she recognized the Zoning Administrator for the staff report.

The Zoning Administrator presented the staff report and PowerPoint dated November 10, 2020, which are on file in the Town Clerk's office. The Zoning

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Administrator stated Council approved initiating resolution 20-G-44 on September 22, 2020 directing staff to bring this item before the Planning Commission for review and consideration.

This proposed ordinance would rename the Heritage Preservation Overlay District (HPO) to the Historic District Overlay (HDO). Changing the name to the Historic Overlay District would allow for a clearer identification of the district and align the district with the typical term used throughout Virginia and the United States. The proposed change would require the Heritage Preservation Review Board (HPRB) to be renamed the Historic District Review Board (HDRB). The name change would require edits to multiple sections of the zoning ordinance in Chapter 78.

In addition, the proposed text amendment would authorize staff to issue certain Certificates of Appropriateness (COA), negating the need for public hearings on certain types of improvements. Furthermore, the amendment would clarify the intent of the district and establish a clear demarcation between an alteration to a structure and new construction or demolition. The amendment also provides for potential relief from the filing of a single lot development plan for certain residential additions. In several instances the amendment clarifies or simplifies language.

At its October 26, 2020 meeting, the Planning Commission approved of the proposed resolution. Staff recommended approval of this resolution.

There was a brief question and answer session between Councilmember Dhakal and the Zoning Administrator about the desire to have the name change from "heritage" to "historic," the timeframe of the Certificate of Appropriateness expiration for specific cases, and the language specifications for being considered an alteration or new construction.

In response to Councilmember Baker's questions about how the categories and percentages would be considered alteration or new construction, the Zoning Administrator clarified that the calculations done by staff would point homeowners to the correct section of the guidelines for the type of modifications being done.

In response to Councilmember del Aguila's queries about whether staff approval would accomplish the goal of giving residents more freedom to choose how to repair their homes, the Zoning Administrator stated the guidelines would address that. He stated this would speed up the process to get approval.

The Zoning Administrator further clarified that choices would be addressed in the guidelines and stated that the zoning ordinance dealt more with the process.

Councilmember del Aguila provided further comments about the process providing flexibility and the changes that would be allowed.

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Mayor Merkel stated the guidelines would address materials, choices, and allowing more administrative approvals, but this step was necessary.

Councilmember del Aguila provided comments and concerns about staff approval versus board approval, and the Zoning Administrator stated that board approval would be still be an option.

Mayor Merkel stated that she was confident in staff's professionalism.

Councilmember del Aguila and Mayor Merkel provided further comments about this process.

Councilmember Friedrichs provided comments about the process of staff approval and echoed Councilmember Baker's comments about measuring the percentage of changes. She also provided comments about her support for changing the term from "heritage" to "historic". She requested to see the list of items that could be changed by administrative choice and provided comments about the process that residents must adhere to.

Vice Mayor Olem stated her support for moving items to administrative approval and shared positive comments from a business owner and homeowners in the Historic District.

6. Resolution 20-G-51, to consider adoption of Revised Heritage Preservation District Guidelines for proposed work to be performed within the Herndon Preservation District.

Mayor Merkel recognized the Deputy Director of Community Development for the staff report.

The Deputy Director of Community Development presented the staff report and PowerPoint dated November 10, 2020, which are on file in the Town Clerk's office. He provided the project's background and history, the need for an update, and an overview of what would be included in the document. These items included explanation of resources, re-organized guidelines for treating resources, and an appendix. He also went over resource guide information, review process specifications, and design or maintenance requirements that would not be included.

In addition, the Deputy Director of Community Development stated this document should be used as an educational tool for property owners, a basis of evaluation for staff and the review board, and as a source of guidance for property owners.

Staff recommended approval of this item in accordance with draft resolution, which included an allowance for administrative adjustments.

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Councilmember Dhakal provided appreciative comments, and he asked for a high-level comparison between the two documents showing the original and the proposed changes. He also wanted there to be explanations of where the changes came from and their impact. He also asked how they could solicit more public feedback.

Responding to Mayor Merkel, the Deputy Director of Community Development confirmed that the old guidelines were posted on the town's website for comparison. He also stated that staff could create a more robust comparison chart to show a snapshot of the changes.

Councilmember Baker agreed with Councilmember Dhakal about continuing this item to allow for more input. She provided comments about following up with citizen concerns.

The Deputy Director of Community Development stated that staff had not made any administrative changes yet, but this was why staff wanted to have the ability to make these types of edits.

Councilmember Baker asked that staff go through and make the corrections to address those concerns.

Mayor Merkel asked if these types of changes were what staff was intending to address later with the allowance for administrative changes. The Deputy Director of Community Development stated that they could address those things now and that they wanted staff to have latitude to make similar, additional changes in the future.

Councilmember Baker stated she would like to see corrections made and shared with the public.

Councilmember del Aguila reiterated the need for a document summarizing the changes made and the reasons why. He stated the color-coded appendix was the type of document he would like to see clarifying these items.

Councilmember Friedrichs provided comments on the color-coding and the language used for replacement materials. She did not care for the cyclical maintenance checklist and wanted it to provide more clarification. She then provided comments on the review process, contributing versus non-contributing structures, and other concerns.

Vice Mayor Olem provided brief comments and stated she would like to see this move forward.

Mayor Merkel asked for more public comment, especially from those living in the Historic District. She stated the administrative aspect was appealing because the

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timeframes and deadlines were often frustrating for residents. She hoped Council would get a lot of feedback and wanted to have ample time to hear from residents.

In response to Councilmember Dhakal's question about where residents could find out if they live in the Historic District, the Deputy Director of Community Development stated the easiest way was to access the interactive historic district map on the town's website. He stated this map was hyperlinked in the guidelines.

7. **Resolution 20-G-52, to consider a special exception SE #19-05 with conditions for 100, 150, 200 Fairbrook Drive, Fairbrook Business Park, to allow for development within the FPO, Floodplain Overlay district;**
8. **Resolution 20-G-53, to consider an exception to the Chesapeake Bay Protection Area, RPA #17-01, with conditions for 100, 150, 200 Fairbrook Drive, Fairbrook Business Park, to consider an exception to encroach into the RPA, Resource Protection Area, component of the CBPAO, Chesapeake Bay Preservation Area Overlay district with proposed mitigation; and**
9. **Resolution 20-G-54, to consider a special exception SE #17-03 with conditions for 100, 150, 200 Fairbrook Drive, Fairbrook Business Park, to allow the redevelopment/development of these parcels under the Landmark Business Alternative Option resulting in a maximum 1.25 FAR consisting of 4 buildings with 60 percent multifamily residential including retail and daycare and 40 percent office.**

Mayor Merkel stated that staff would present the staff reports on the next three public hearing items concurrently. She recognized the Zoning Administrator and the Deputy Director of Community Development for the concurrent staff reports.

The Zoning Administrator and Deputy Director of Community Development presented concurrently with separate PowerPoints.

The Zoning Administrator presented the staff report and PowerPoint dated November 10, 2020, which are on file in the Town Clerk's office. He stated that he would review the flood zone and RPA aspects of the presentation before the Deputy Director of Community Development would finish the presentation.

The Zoning Administrator stated that a Special Exception was required for any development in the Floodplain Overlay District (FPO). In addition to going through the special exception process they must submit technical data at both special exception and site plan application, demonstrate no decrease in flood carrying capacity, and demonstrate no increase in the elevation of the 100-year

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flood. He also went over the existing conditions, proposed alterations, and conditions summary. Staff recommended approval for Special Exception SE #19-05, as presented.

Staff suggested holding questions until the end, and Mayor Merkel asked Council to write their questions down.

The Zoning Administrator then moved onto the next staff report and PowerPoint dated November 10, 2020, which is on file in the Town Clerk's office. He went over the Chesapeake Bay Preservation Overlay district. He described the components of the district including the Intensely Developed Area (IDA), Resource Protection Area (RPA), and Resource Management Area (RMA). Then he discussed RPA Encroachment versus imperviousness, including on and off-site mitigation areas.

The Zoning Administrator reviewed staff's analysis, which included exempt activities in the RPA and the mitigation that was required per conditions. Staff recommended approval for RPA #17-01, as presented.

The Deputy Director of Community Development presented the staff report and PowerPoint for SE #17-03 dated November 10, 2020, which are on file in the Town Clerk's office. The proposed application was allowed under the Landmark Business Alternative Option, which allows higher densities and increased building heights in certain locations. Unlike the previous ZMA, this item does not require a change in the base zoning and the properties would remain zoned Office and Light Industrial (O&LI). Another difference was that rather than a Generalized Development Plan and Proffers, this application required a Special Exception Plan.

The Deputy Director of Community Development reviewed the location, existing and proposed conditions, as provided in the PowerPoint and the zoning allowed under the O&LI Landmark Business Alternate Option. He emphasized that the maximum height allowed in this district was 160 feet, or 275 within 500 feet of the Dulles Toll Road. All the required reviews and analysis were completed. Staff and the Planning Commission recommended approval of the proposed resolution.

There was brief discussion amongst Council and staff on the three items.

Responding to Councilmember del Aguila, the Deputy Director of Community Development stated that there were no specific plans for workforce or affordable housing units with this development. He also stated that information about the unit sizes and designs should be forthcoming.

Councilmember del Aguila stated that affordable and workforce housing needed to be addressed with future developments.

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There was a question and answer period between Councilmember Friedrichs and the Zoning Administrator about how the projects would align with the town's sustainability plan, possible damage to natural flood and pollution mitigation, and restoration of the area with native plants. Additionally, there was clarification about how the term "wetland" was used by different agencies. The Zoning Administrator also provided further information about the RPA exception process and it was his opinion that it appeared the project would result in a better situation than current conditions.

Councilmember Dhakal reiterated looking into strategic housing and workforce housing options and stated he thought there was an error that should be fixed in the presentation where the Chesapeake Bay Preservation Area was called a Protection Area instead.

There was a brief question and answer session between Vice Mayor Olem and the Zoning Administrator about what firm would be doing the work and it was determined the exact contractor had not been selected.

Responding to further queries from Vice Mayor Olem, the Deputy Director of Community Development stated that the percentage of the area that would be left natural was close to the original number and that amount could be calculated and provided to Council by staff.

Responding to Councilmember Dhakal's questions about traffic and parking impacts, the Deputy Director of Community Development stated there were requirements the project would have to meet. Councilmember Dhakal provided further comments about the project impacts and solutions.

GENERAL

10. **Resolution 20-G-55, to consider an amendment to the Comprehensive Agreement between the Town of Herndon and Comstock Herndon Venture, LC, to establish the closing date and closing conditions for both parties, establish commencement of construction and outside satisfaction dates, and provide licenses for the operation of public facilities in the interim.**

Mayor Merkel recognized the Town Manager for the staff report and PowerPoint dated November 10, 2020 which are on file in the Town Clerk's office. The Town Manager provided information about the history of Downtown Redevelopment in Herndon, procurement approaches, Virginia Public-Private Education Facilities and Infrastructure Act of 2002 ("PPEA") guidelines and implementation procedures, the PPEA two-step process, and the request for proposal (RFP) timeline.

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The Town Manager then went over the town's financial obligations and the Downtown Parking Program. He also conveyed issues such as delays because of construction economic pressures, COVID-19, Council/citizen interest in re-energizing the effort, having no sunset date to the Comprehensive Agreement, and unaddressed risk scenarios.

He then turned the staff report over to the Town Attorney who reviewed the proposed amendment which would include:

- Establishing the closing date on the property on or before December 15, 2020;
- Permitting the satisfaction of certain conditions precedent subsequent to the conveyance;
- Requiring town appropriation prior to closing;
- Adjusting the outside satisfaction date by which Comstock must have the project under construction to December 31, 2021;
- Extending certain rights of Comstock to pause the commencement of construction (up to 24 months) due to market conditions and other matters, including delays caused by the Covid-19 pandemic;
- Increasing the Parent guarantee by an additional 5 million to 10 million to cover the Arts Center and the Parking;
- Providing for licenses to the Town to allow the continued use of the property owned by Comstock for Arts Space and Public shared parking; and
- Priority recordation of a parking easement on the site for a minimum of 162 spaces.

The Town Manager then resumed the staff report and PowerPoint by presenting economic development incentives, investment returns, and additional Arts District incentives. He also provided information about how the town currently receives no tax benefits on the site for as long as the town owns the property.

Councilmember del Aguila asked if there were limitations on questions that could be asked, and the Town Manager stated he was steering away from precise numbers due to a non-disclosure agreement. He stated they could discuss broader topics.

Councilmember del Aguila stated they should get feedback before they vote. He stated there were some concerns, and he wanted to show where progress was

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made from the start to now. He was hopeful that information could be shared with the public to show how hard Council and staff worked to come to this deal with the partner.

The Town Manager stated the town had to appropriate the money in December as part of a larger budget change. He also discussed the sunset date, loan information, and further details about parking.

Councilmember Friedrichs provided comments.

The Town Manager stated Council could reach out with questions as they further digested the information.

Mayor Merkel commended staff for their work on this item.

Councilmember Dhakal expressed appreciation for staff and Council for their work on this item and the ability to share this news with the public.

The Town Manager provided further information about the available downtown parking spaces.

Councilmember Baker stated it was important to move forward with this item the following week and asked for clarification of the timeline.

The Town Manager stated staff was looking for adoption in November.

Councilmember Baker stated citizens could provide comments at the beginning of the Public Hearing the next week. She also stated there were no dramatic changes and asked if the Town Manager would agree. The Town Manager stated the changes were enhancing the deal and disciplining the process moving forward.

Vice Mayor Olem shared her excitement over this item and thanked Council, staff, and the public for support.

ROUNDTABLE

1. **Mayor Merkel:** Mayor Merkel stated that they had planned for a second meeting on Thursday, November 12, 2020 that was no longer necessary. She also stated she thought the Downtown item would be of great public interest and she would entertain the idea of rearranging the agenda to put the General item at the beginning.

The Town Attorney stated they could rearrange the agenda and let the public know ahead of time.

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Vice Mayor Olem asked for information about comments to be bold.

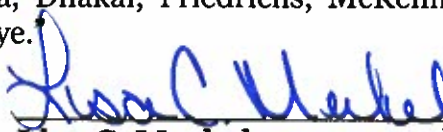
Mayor Merkel stated she was looking forward to public comment on this item.

Mayor Merkel stated there was not a meeting that had gone this long in a while, and she congratulated her colleagues who were re-elected.

2. **Councilmember McKenna**: Echoed Mayor Merkel's comments about the election and wished a happy birthday to the Marine Corps. He reminded those listening about remembering Veterans Day.
3. **Councilmember Dhakal**: Echoed congratulations for Mayor-Elect Olem and Vice Mayor-Elect del Aguila as well as Councilmember Friedrichs who was also re-elected. He also provided comments about the diversity of the new Council.
4. **Councilmember Friedrichs**: Wished Vice Mayor Olem a happy birthday.
5. **Councilmember del Aguila**: Echoed his colleagues' comments on the town election results.
6. **Councilmember Baker**: Congratulated incumbents and provided comments about the future and remembering to thank the Veterans in their lives.
7. **Vice Mayor Olem**: Congratulated everyone and stated she was looking forward to having dinner with her son in Herndon for her birthday that Friday.

11. **ADJOURNMENT**

On motion of Vice Mayor Olem, seconded by Councilmember Baker, and carried by unanimous roll call vote by electronic means, the meeting of the November 10, 2020 work session was adjourned at 11:18 p.m. The vote was: Councilmembers Baker, del Aguila, Dhakal, Friedrichs, McKenna, Vice Mayor Olem, and Mayor Merkel voting "Aye."


Lisa C. Merkel
Mayor


Jessica Sizemore
Legislative Assistant



Minutes approved by Town Council: December 8, 2020.

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NOTE:

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