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**HERNDON TOWN COUNCIL
Work Session Meeting Minutes
Tuesday, October 4, 2022**

The Town Council held a work session meeting on Tuesday, October 4, 2022 at 7:00 p.m. in the Herndon Police Department (HPD) Community Room, 397 Herndon Parkway, Herndon. In attendance were: Vice Mayor Cesar del Aguila and Councilmembers Naila Alam, Signe Friedrichs, and Sean M. Regan.

Participating remotely, by telephone: Mayor Sheila A. Olem.

Councilmembers Pradip Dhakal and Jasbinder Singh were 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; Scott Robinson, Director of Public Works; Cindy Roeder, Director of Parks and Recreation; Tammy Chastain, Deputy Director of Public Works; Dave Bracamonte, Systems Manager; and Margie Tacci, Deputy Town Clerk.

CALL TO ORDER

1. Roll Call & Determination of Quorum

Vice Mayor del Aguila called the work session to order at 7:00 p.m. As Vice Mayor, he is chairing the meeting tonight on behalf of Mayor Olem, who cannot be physically present at the meeting. He stated, for the record, that in accordance with Section 2.2-3708.3, Subsection D, of the Code of Virginia, and in accordance with Section 2-4 of the Town Code, the Town Attorney and Town Clerk received a formal request from Mayor Olem to participate in tonight's work session telephonically from Norfolk, Virginia, due to a family medical emergency, which has been entered into the record.

With the concurrence of Council, Vice Mayor del Aguila called Mayor Olem on the telephone so that she could participate in the meeting. Mayor Olem confirmed that she could hear the meeting.

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Vice Mayor del Aguila asked Margie Tacci, Deputy Town Clerk, to call the roll for attendance. Following the roll call, Vice Mayor del Aguila confirmed there were four Councilmembers present in the Herndon Police Department Community Room and a quorum as legally required, with Mayor Olem participating telephonically. Councilmembers Dhakal and Singh were absent.

Comments and Disclosures for the Record

Vice Mayor del Aguila stated that the Herndon High School Homecoming Parade is on Saturday, October 8, at 9:30 a.m. in Downtown Herndon along Elden Street. Street closings and detours will start at 6:30 a.m. and end around noon.

Vice Mayor del Aguila stated this year's Fall Clean-up is from Wednesday, October 19 to Friday, October 21 on your trash day. Residents can place bulky items for curbside collection without paying a special pick-up fee.

Vice Mayor del Aguila asked Ms. Tacci 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 the Clerk had not received any comments for the record or disclosures from Council on any items listed on the agenda that evening.

PRESENTATION

2. Proclamation, to recognize Paul C. LeReche for Dedicated Service

Vice Mayor del Aguila stated the Council will recognize Paul LeReche for his dedicated service to the Town at next week's meeting.

PUBLIC HEARINGS

3. Ordinance 22-O-22, to approve and authorize the Mayor to sign a third lease amendment with Celco Partnership d/b/a Verizon Wireless to revise the premises description, approved equipment list, drawings, and contact information at the Town's 3rd Street Water Tower

Tammy Chastain, Deputy Director of Public Works, presented the staff report dated October 4, 2022, which is on file in the Town Clerk's office. She presented an overview of the original lease with Verizon at the 3rd Street Water Tower, which was amended on August 15, 2012, and July 14, 2020. If Verizon exercises all of their renewal options, the lease expires on August 31, 2027. Ms. Chastain reviewed the proposed third lease amendment, which includes changes to the equipment list and updates contact information. Staff recommends approval of the proposed ordinance, as presented.

There was brief discussion between Council and staff.

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Mayor Olem stated that she would be filing a disclosure on this item, since she owns a building in another state that she leases to Celco Partnership d/b/a Verizon Wireless. She believes that she can act on this item impartially and stated that she made this disclosure when the lease was renewed in 2020.

4. Ordinance 22-O-23, to approve and authorize the Mayor to sign a third lease amendment with Celco Partnership d/b/a Verizon Wireless to revise the premises description, approved equipment list, drawings and contact information at the Town's Alabama Drive Water Tower

Ms. Chastain presented the staff report and PowerPoint dated October 4, 2022, which are on file in the Town Clerk's office. She presented an overview of the original lease agreement at the Alabama Drive Water Tower with Verizon, which was amended on August 15, 2012 and July 14, 2020. If Verizon exercises all of their renewal options, the lease expires on June 30, 2033. Ms. Chastain reviewed the proposed third lease amendment, which includes changes to the equipment list and updates contact information. Staff recommends approval of the proposed ordinance, as presented.

There was brief discussion between Council and staff.

There was a brief question and answer period between Vice Mayor del Aguila and Ms. Chastain about including more detail on the water tower drawings included in the staff report.

Responding to Town Attorney Lesa Yeatts, Vice Mayor del Aguila indicated that he did not need to see the updated drawings on the next meeting agenda, but he would like more detail for future water tower leases.

GENERAL

5. Resolution 22-G-60, to approve an Agreement for Construction of Water Facilities between the Town of Herndon and Fairfax Water, for the construction of a 10 million gallon per day pump station in the Town

Ms. Chastain presented the staff report and PowerPoint dated October 4, 2022, which are on file in the Town Clerk's office. She discussed the Town's Utility Master Plan, which staff previously developed in response to anticipated population growth. The Plan was updated in 2020, when staff determined that constructing a pump station near the W&OD Trail would be the best way to accommodate additional water capacity. The pump station would be owned and operated by Fairfax Water. Staff recommends approval of the proposed ordinance, as presented.

There was brief discussion between Council and staff.

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In response to queries from Councilmember Friedrichs, Ms. Chastain stated that she would find out the total water capacity costs.

In response to queries from Vice Mayor del Aguila about the impacts on green space, Mr. Ashton stated that green space could be included as a design consideration for projects like this one.

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.

6. Ordinance 22-O-24, to approve and authorize the Mayor to sign a Third Lease Extension between Town of Herndon and the Board of Supervisors of Fairfax County, Virginia, to extend the expiration date to December 31, 2023 for office space at 397 Herndon Parkway

Lesa Yeatts, Town Attorney, presented the staff report dated October 4, 2022, which is on file in the Town Clerk's office. The existing lease between the Town and the Fairfax County Board of Supervisors is for office space in the Town's building at 397 Herndon Parkway. The space is utilized by Dranesville District Supervisor John Foust. The rent for this space is \$1.00 per year - consistent with similar leases on Town property. This proposed ordinance extends the lease's expiration date to December 31, 2023, which is the end of Supervisor Foust's term. Staff recommends approval of the proposed ordinance, as presented.

There was no discussion. With the concurrence of Council, staff was directed to place this item on the Consent agenda on the next meeting agenda, as presented.

ROUNDTABLE

Councilmember Alam: Stated that she learned a lot at the annual Virginia Municipal League (VML) Conference and thanked staff for coordinating the Council's attendance.

Councilmember Friedrichs: Stated that at the Northern Virginia Transportation Authority Planning Coordination Advisory Committee (NVTA-PCAC) meeting, they discussed transportation projects that would be coming to fruition in the next few years. She thought that the Town's project was well-received during the discussion. The NVTA-PCAC is voting soon to select the projects to send on to the NVTA governing body.

Councilmember Friedrichs echoed Councilmember Alam's comments about the VML Conference. She enjoyed speaking with the head of the Virginia Department of Emergency Management, being a panelist on a seminar titled "Let's Talk: Conflict to Conversation," and attending the Women in Local Government Lunch.

In response to queries from Councilmember Friedrichs about quorums, Ms. Yeatts stated that it was necessary to have one that evening, because a physical quorum was necessary

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for remote participation. Additionally, the Town Council requires a quorum at all of its meetings for continuity purposes.

In response to queries from Councilmember Friedrichs about the cleanliness and appearance of the Town's water towers, Ms. Chastain stated that staff meets with the construction crews and monitors the sites. She had not received complaints about the water towers recently.

In response to queries from Councilmember Friedrichs about trash at Bready Park, Mr. Ashton stated Chief Maggie DeBoard, Herndon Police, was going to talk to individuals who use the field about the trash.

Councilmember Regan: Echoed his colleague's comments about the VML Conference, which he found very informative. He enjoyed talking with Monica Backmon, Executive Director of NVTa, about how to encourage vehicles to use the state's major connector roads instead of taking cut through routes.

Councilmember Regan enjoyed interacting with citizens at the Dulles Regional Chamber of Commerce's "Town of Herndon Candidates Forum" on Monday, October 3.

Mayor Olem: Stated that she is sorry she cannot be at the meeting in person and looked forward to attending the regular meeting next week.

Vice Mayor del Aguila: Asked the Town Manager to give updates on downtown redevelopment and Spring Street at next week's regular meeting.

William H. Ashton II, Town Manager: No comments.

ADJOURNMENT

Councilmember Friedrichs moved to adjourn the meeting of the October 4, 2022 work session at 7:36 p.m., and Councilmember Regan seconded the motion. The question was called on the motion which carried by a 5-0 roll call vote. The vote was: Councilmembers, Friedrichs, Regan, Vice Mayor del Aguila, and Mayor Olem (remotely, by phone) voting "Aye." Councilmembers Dhakal and Singh were absent.

Amanda E. Monan Kertz

Amanda E.M. Kertz
Chief Deputy Town Clerk

Minutes approved by Town Council: December 13, 2022



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