



**HERNDON TOWN COUNCIL
Work Session Meeting Minutes
Wednesday, August 2, 2023**

The Town Council held a work session meeting on Wednesday, August 2, 2023, at 7:00 p.m. in the Herndon Council Chambers Building, 765 Lynn Street, Herndon, Virginia. In attendance were: Mayor Sheila Olem, Vice Mayor Clark Hedrick, and Councilmembers Naila Alam, Cesar del Aguila, Pradip Dhakal, and Keven LeBlanc.

Councilmember Donielle M. Scherff was absent.

Staff present during the meeting: William H. Ashton II, Town Manager; Lesa Yeatts, Town Attorney; Chief Maggie DeBoard, Herndon Police; Kirstyn Barr Jovanovich, Town Clerk; Anne Curtis, Chief Communications Officer; Lisa Gilleran, Director of Community Development; Marjorie Sloan, Director of Finance; Page Kalapasev, Director of Information Technology; Mike Mueller, Golf Course General Manager; Scott Robinson, Director of Public Works; Lauri Sigler, Deputy Town Attorney; David Stromberg, Zoning Administrator; Mark Duceman, Transportation Program Manager/Senior Planner; Jaleh Moslehi, Capital Project Planner/Engineer; Ben Schitter, Development Program Planner; Tamsin Himes, Lead Planner; Aaron Zoellick, Clerk of Boards and Commissions; Dave Bracamonte, Systems Manager; and Amanda Kertz, Chief Deputy Town Clerk.

1. CALL TO ORDER

Mayor Olem called the August 2, 2023 Town Council work session to order at 7:00 p.m.

Determination of a Quorum

Mayor Olem determined there was a quorum of the six Councilmembers present. Councilmember Scherff was absent. Mayor Olem reminded the Council of the meeting decorum.

Mayor Announcements

Mayor Olem stated that with a heavy heart, she wanted to take a moment and remember Arthur Nachman, who passed away last Tuesday. She stated that Arthur was a lifelong and irreplaceable supporter of the Herndon community. He was beloved by the Herndon High School (HHS) Band community, facilitating hundreds of thousands of dollars in donations for students in the program. He recently organized a coalition to build two of the first turf fields in Fairfax County at HHS, specifically to support the marching band.

Mayor Olem stated that Arthur was a prominent leader in several community organizations, in particular, the Rotary Club of Herndon-Reston, where he actively volunteered for many events. He spearheaded the Rotary Club's participation in the Herndon Festival, organizing volunteer shifts at the event. She is thinking of Arthur's family and all those who knew him in the community.

Mayor Olem commended Chief Maggie DeBoard, Senior Police Officer Damien Austin, the entire Herndon Police Department, along with staff from the Department of Parks and Recreation, for making last night's National Night Out a great success. She stated that the support from the Herndon Police Department makes Herndon a strong community.

Mayor Olem also thanked the Herndon Police Department for hosting "Popsicles and Police" events during the summer, which facilitate interaction between the police and the youth in the community.

Comments and Disclosures for the Record

Mayor Olem asked Amanda Kertz, Chief Deputy Town Clerk, if she received comments for the record or signed disclosure declarations from Council. Ms. Kertz stated that comments were entered into the record on Discussion item 4(d), Historic District. Ms. Kertz stated that the Town Clerk did not receive additional comments or disclosures from Councilmembers on any other items listed on the agenda that evening.

2. PUBLIC HEARINGS

a. Ordinance to approve Zoning Map Amendment ZMA #22-001, 500, 555, and 585 Grove Street, a zoning map amendment from Commercial Services (CS) to Planned Development - Business District (PD-B), with proffered conditions to permit a new post-secondary education use within vacant office space

Mayor Olem recognized Ben Schitter, Development Program Planner, who presented the staff report and PowerPoint dated August 2, 2023. The applicant is proposing a proffered rezoning from Commercial Services (CS) to Planned Development-Business (PD-B) zoning district for a post-secondary education use. The applicant seeks to lease a portion of vacant office space to Fairfax University of America (FXUA).

In his presentation, Mr. Schitter outlined the following: (1) property's existing zoning and location, (2) submitted proposal and proffer statement, (3) Generalized Development Plan (GDP), and (3) minor Traffic Impact Analysis. He stated that the neighboring existing office uses will be able to continue to operate in the PD-B zoning district. There is an existing religious institution on the site, and its use will also continue.

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Mr. Schitter stated that the Planning Commission and staff recommend approval of the proposed ordinance, allowing the post-secondary education campus use, with the proposed proffers dated June 22, 2023.

There was brief discussion among the Council and staff on the item, including: (1) parking requirements, (2) submitted proffers, (3) potential to add Electric Vehicle (EV) charging stations, and (4) future uses included in PD-B zoning district.

In response to Councilmember Alam, Mr. Schitter stated that EV charging stations are not included in the submitted proffers, but he indicated that staff could speak with the applicant.

Lesa Yeatts, Town Attorney, to clarify for the newer Town Councilmembers, stated that the Town cannot demand proffers from an applicant. While the applicant can take suggestions, the Town cannot require anything more than what is included in the Town's regulations.

Councilmember del Aguila asked to confirm, for the record, that Councilmember Alam was asking a question and not making a demand of the applicant. Ms. Yeatts stated that it was understood.

- b. Resolution to authorize the Reserve of Fiscal Year (FY) 2023 funding for ongoing operations & maintenance, Capital Projects, ARPA projects and for Outstanding Encumbrances on June 30, 2023 for the FY 2024 Adopted Budget; and**
- c. Ordinance to amend the Fiscal Year (FY) 2024 Adopted Budget for the General Fund, Water and Sewer Fund, Chestnut Grove Cemetery Fund, Herndon Centennial Golf Fund, Capital Projects Fund, and ARPA Fund**

Mayor Olem stated that the next two public hearings will be presented concurrently. She recognized Marjorie Sloan, Director of Finance, for the concurrent staff report.

Ms. Sloan presented the staff report and PowerPoint dated August 2, 2023. She first reviewed the proposed resolution, which is enacted annually to reauthorize and reappropriate spending that was allocated for FY 2023 and not completed. The schedules, which are included as attachments to the resolution, provide details supporting the recommended reserves and estimated encumbrances as of June 30, 2023. The staff recommends approval of the proposed resolution, as presented.

Ms. Sloan paused the presentation and asked if there were questions on the proposed resolution. There was brief discussion among the Council and staff on the proposed resolution, including: (1) projects and funding proposed to be carried over to FY 2024, and (2) how earned interest is carried over to the next fiscal year.

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There was a brief question and answer period between Councilmember LeBlanc and William H. Ashton II, Town Manager, about the proposed \$462,500 for the “Arts Center Project.” Mr. Ashton stated that those funds are “seed money” for the Arts Center. Mr. Ashton said he did not know at that time if those funds will have to be carried over from FY 2024 to FY 2025.

In response to Councilmember del Aguila’s question about pickleball courts, Mr. Ashton stated that staff is requesting a change order to add pickleball courts to the Bready Park tennis center project. He thought that with the addition, the project would be completed in the October timeframe.

Ms. Sloan continued the presentation and reviewed the new requests in the proposed ordinance, which are: (1) \$574,000 for the Herndon Centennial Golf Course Master Plan Project, (2) \$720,000 to add the Comprehensive Plan grant to the General Fund, and (3) updates related to the project detail for American Rescue Plan Act (ARPA) Funding.

Ms. Sloan stated that an ARPA update is included with the budget amendment package. She stated that staff continually updates a list of ARPA funded projects as they are completed. If the projects have leftover funding, staff looks at ways to redeploy the money into other projects that qualify for this funding. The leftover ARPA money is listed as “unassigned,” since the project estimates are fluid. The staff recommends approval of the proposed resolution and ordinance, as presented.

There was brief discussion among the Council and staff about the ARPA project update and how the projects are listed in the presentation.

- d. Resolution to endorse and authorize an FY 2025 - FY 2026 Transportation Alternatives Program (TAP) funding application to the Virginia Department of Transportation for the ‘Spring Street ADA Sidewalk Improvements’ project; and**
- e. Resolution to endorse and authorize an FY 2025 – FY 2026 Transportation Alternatives Program (TAP) funding application to the Virginia Department of Transportation for the ‘Central Elden Walkability Improvements’ project**

Mayor Olem stated that the last two public hearing items will be presented concurrently and recognized Jaleh Moslehi, Capital Project Planner/Engineer, who presented the concurrent staff report and PowerPoint dated August 2, 2023.

Ms. Moslehi stated that the proposed resolutions endorse and authorize funding applications under the Virginia Department of Transportation’s (VDOT) FY 2025 to FY 2026 Transportation Alternatives Program (TAP). She discussed the TAP program, which assists local government projects through the disbursement of federal funds.

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Ms. Moslehi stated that the application includes the Spring Street ADA Sidewalk Improvements and Central Elden Walkability Improvements projects. Ms. Moslehi stated that the projects will improve pedestrian and bicycle safety, accessibility, and overall walkability access to the downtown, Herndon Middle School, and the Elden Street corridor.

Ms. Moslehi stated that through TAP, jurisdictions must commit 20 percent in matching funds per project. The Town is applying for the maximum allowable amount of \$2.5 million per project, meaning that the Town's matching amount will be up to \$625,000 per project. Staff recommends approval of the proposed resolutions allowing staff to submit the TAP funding applications, as presented.

There was brief discussion among the Council and staff about the TAP grant applications on: (1) right-of-way acquisition costs, (2) sidewalk design, (3) cost to move utility poles in the project areas, and (4) crosswalks and sidewalks included in the projects.

Responding to Councilmember Dhakal, Ms. Moslehi indicated she could change the presentation for the regular meeting to highlight the project's location on Spring Street.

Responding to Councilmember del Aguila's questions about the stop sign at Spring Street and Park Avenue, William H. Ashton II, Town Manager, stated that staff is looking at alternatives for pedestrian crossing at that intersection. He indicated that staff is also talking about how to address the cut through traffic that flows from Van Buren Street to Spring Street during the morning and evening rush hours.

Responding to Councilmember del Aguila's question about moving utility poles for sidewalk construction, Scott Robinson, Director of Public Works, said that for a recent project on Van Buren Street, it cost approximately \$60,000 to move each pole. This did not include land acquisition, which would be an additional cost. He estimated that there may be approximately nine or ten poles located in the project areas.

Councilmember LeBlanc asked if it is possible to widen and straighten the sidewalk around the poles, even if that meant having sections where the sidewalk is wider than five feet.

Responding to the discussion, Mr. Ashton stated that it will take approximately 18 additional months if the utility poles are relocated for these projects.

3. GENERAL

- a. Resolution to approve and authorize the Mayor to sign a Sublicense Agreement between Town of Herndon and Arts Herndon, Inc., for space at 750 Center Street**

Lesa Yeatts, Town Attorney, presented the staff report dated August 2, 2023. The proposed lease renews the sublicense between the Town and Arts Herndon for use of the building at 750 Center Street, which is licensed to the Town by Comstock. Ms. Yeatts indicated that relocation of Arts Herndon to the Town's building at 397 Herndon Parkway, as part of the Comprehensive Agreement with Comstock, is ongoing. The rent for this space is currently \$1.00 per term, consistent with similar leases on Town property, and it is proposed to remain the same.

Ms. Yeatts stated that staff usually recommends placing an item like this on the Consent Agenda for the Council's regular meeting; however, the staff has not yet received the certificate of insurance from Arts Herndon. While the Council can add it to the Consent Agenda for the regular meeting's agenda, it may have to be pulled from the Agenda if the Town does not receive the required documentation.

Responding to Mayor Olem, Ms. Yeatts agreed that if the documents are provided to the Town, a Councilmember can make a motion to move the item from the General portion and add it to the Consent Agenda. Therefore, the item will remain on the General portion of the agenda for the next regular meeting's agenda.

4. DISCUSSION

a. Translation/Interpretation Services

Mayor Olem recognized Anne Curtis, Chief Communications Officer, who presented a PowerPoint dated August 2, 2023. She reviewed: (1) the results of the recent citizens' survey, which showed that 75.5 percent of respondents were satisfied with services for those that speak a language other than English, (2) takeaways from the citizens' focus groups held earlier this year, (3) translation services provided by other jurisdictions, and (4) current translation services offered by the Town.

Ms. Curtis stated that she partnered with the nonprofit Cornerstones to help with translation for the Spanish-speaking focus groups that she facilitated. She is also working with Cornerstones to coordinate a focus group for individuals whose primary language is not English or Spanish, but they have not been able to schedule that meeting yet.

Ms. Curtis reviewed staff's proposed solutions to improve the Town's translation services, which will include two contracts of up to \$10,000 each over a one-year period. The proposals are: (1) having a certified interpreter available at Town Council regular meetings, who will interpret through headsets, (2) providing summaries of the Town Council regular meetings on YouTube in Spanish, (3) translating Town materials specific to the Spanish-speaking community, (4) increasing distribution of Spanish-language materials in public areas, and (5) evaluating the effectiveness of the solutions to determine the amount of funding for FY 2025. Ms. Curtis stated that the headsets needed for translation services at Town Council meetings will cost an additional \$2,000.

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Following the presentation, the Council and staff discussed: (1) proposed translation solutions and costs, to include looking at free services that may be available, (2) use of Artificial Intelligence (AI) services, (3) tracking the use of translation services, (4) evaluation of the program, (5) translation for languages other than Spanish, and (6) outreach and community engagement.

Councilmember LeBlanc suggested posting the summaries of the Town Council regular meetings that Ms. Curtis mentioned in both English and Spanish.

- b. Town Rebranding;**
- c. Uniformed Zoning/Setbacks;**
- d. Historic District; and**
- e. Affordable Dwelling Units.**

Councilmember del Aguila presented a PowerPoint dated August 2, 2023 that included the next four discussion items. He said that the focus of his presentation is what makes people want to come to Herndon.

Town Rebranding

Councilmember del Aguila began his presentation and stated that his first discussion item is on rebranding for the Town, which he said impacts each of the items he is presenting that evening. He discussed the current Town brand and made suggestions for a new brand that he said will be more inclusive and will incorporate the Town Council initiatives they have moved forward. He emphasized the importance of involving the whole community in the rebranding process.

Councilmember del Aguila stated that he would like rebranding included as part of the next Town Council Initiatives Meeting and asked Mr. Ashton for an update on this item.

Mr. Ashton stated that the strategic buckets that the Town Council has been working on will inform any rebranding effort for the Town. Mr. Ashton stated that he is working with the moderators to coordinate a meeting with Management Team to work on a five-year strategic plan. Once that plan is reviewed, Mr. Ashton stated that the Council can work with a marketing consultant to help identify stakeholders to bring together for the rebranding process.

There was brief discussion among the Council and staff on rebranding for the Town.

There was brief discussion between Councilmembers del Aguila and LeBlanc on the Town Council initiatives process as it related to this item.

Councilmember LeBlanc asked for clarification on what Councilmember del Aguila is looking for from the Council that evening, and he asked Councilmember del Aguila about his vision for discussing this item at the Town Council Initiatives Meeting.

Councilmember del Aguila recalled that the Council had agreed to move this initiative forward, but he is willing to discuss if this item is still a Town Council priority. He thought that the discussion at the initiatives meeting will be about engaging a marketing consultant and considering a timeline for the rebranding process.

Responding to Councilmember LeBlanc's question about funding for initiatives, Mr. Ashton stated that funds are set aside in the annual budget for the Town Council's Initiatives. The Council prioritizes and funds the initiatives during the year, and the Council may decide to carry over funds into the following year's budget if they are not spent. He indicated that the funding and implementation analysis occurs after the Town Council determines that an item is a priority.

Councilmember del Aguila stated that he thought the Town should go through a rebranding effort every five years.

There was further discussion among the Council on rebranding.

Uniformed Zoning/Setbacks

Councilmember del Aguila continued the PowerPoint presentation and discussed creating uniform zoning/setbacks in the Town, which he said will standardize what is typically allowed in most cases. He would like the Town Council to discuss this possibility and see if such a change is feasible. For example, he thought having 20-foot setbacks would provide a more "small town" appeal across the board. He asked for Council feedback on if they wanted to keep this as a Town Council initiative.

There was brief discussion among the Council and staff on uniform zoning, what that would look like in the Town, and how this would go through the Town's processes.

There was brief discussion between Councilmembers del Aguila and LeBlanc on the Town Council initiatives process as it related to this item.

Councilmember LeBlanc asked for clarification on what Councilmember del Aguila was asking staff to provide at the Town Council Initiatives Meeting. Councilmember LeBlanc expressed concern over it being presented in that forum instead of a Town Council work session or regular meeting. If that is not the case, he asked Councilmember del Aguila if he was looking more at framework and prioritization.

Councilmember del Aguila stated that the Council needed to first determine if this item is valued as a priority. He stated that he is not suggesting that the Council make

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decisions on initiatives at that time and said that the operational and technical work is done after the Council decides if an item is a priority.

There was further discussion among Council and staff on uniform zoning.

Recess

At 9:01 p.m. Mayor Olem called a brief recess, and at 9:06 p.m., the regular Town Council meeting reconvened, with six members present, and with Mayor Olem presiding.

Councilmember Scherff was absent.

Historic District

For the record, Mayor Olem distributed written copies of an email that was received earlier that day from Chair Leslie Blaker-Glass, of the Architectural Review/Historic District Review Boards (ARB/HDRB).

Councilmember del Aguila continued the PowerPoint presentation and moved to the Historic District item. Councilmember del Aguila stated, for full disclosure, that on July 12, 2023, he met with the administrators for the Town of Leesburg's Historic District. He summarized the discussion he had with them on Leesburg's Historic District.

Councilmember del Aguila thought the Council should consider what they want the town's period of historical significance to be, and to ask themselves what they are trying to preserve. He would like the Council to consider changing the review process and to look at revising the Historic District's borders. He said that residents have told him they find the Historic District processes difficult to navigate. He asked Mr. Ashton if the Historic District has ever been rezoned.

Responding to Councilmember del Aguila, Mr. Ashton stated that there have been updates to the Historic District, with the most recent being in 2019. Elizabeth Gilleran, Director of Community Development, confirmed that the boundaries of the District have not changed since it was formed.

Councilmember del Aguila discussed the Fortnightly Square neighborhood and questioned why half of it is located in the Historic District, while the other half is not. He then referenced comments that the Town Council received about the Historic District. He said that no one is trying to destroy it, but he thinks it should be updated. He thought this item should be discussed at the next Town Council Initiatives Meeting.

There was brief discussion among the Council and staff about the Historic District, which included: (1) Historic District boundaries in the Fortnightly Square neighborhood, (2) administrative versus HDRB review of applications, (3) separating

the Historic District initiative into two issues: Historic District boundaries and reviewing HDRB processes, (4) Herndon's period of historical significance, (5) modern replacement materials allowed on contributing structures, and (5) potential residential survey on the Historic District.

Councilmember del Aguila encouraged his colleagues and staff to speak with their counterparts at other jurisdictions about historic districts.

Affordable Dwelling Units

Councilmember del Aguila continued the PowerPoint presentation and discussed why he thinks Herndon needs to have Affordable Dwelling Units (ADUs). He stated that Fairfax County recently advised that there are no active ADU projects scheduled for Herndon. He would like for Fairfax County to work with the Town to identify potential ADU housing projects in Herndon. Additionally, he wanted the Council to start thinking about the regulations for Accessory Dwelling Units, which may help Town residents that want to age in place.

Councilmember del Aguila said that he planned to bring this item forward for the next Town Council Initiatives Meeting.

There was brief discussion among the Council and staff about ADUs and how the Town could work with Fairfax County on potential ADU projects.

f. Scams

Councilmember Alam asked if the Town can provide information to the public about avoiding scams in multiple languages.

There was brief discussion among the Council and staff about the complexity of the scam issue and ways to best educate the public about scams. Ideas for education on scams included print media (e.g., printed flyers at grocery stores in different languages), electronic means (e.g., social media and email), and promoting community awareness.

Mr. Ashton stated that the Herndon Police Department recently posted information about crypto scams on its social media, and they have made posts about other scams. He encouraged those who fall victim to scams to report it to the Herndon Police Department. Even if it is something that is out of the Town of Herndon's jurisdiction, reporting it will help make other agencies aware of it.

Councilmember Dhakal suggested that the Town post multilingual videos and information on social media to help educate and increase awareness of scams. He thought it is especially important to provide educational information to minority communities and those whose first language is not English.

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Mr. Ashton stated that staff could incorporate scam prevention messaging as part of the communication plan, which will be in concert with the translation strategies that Ms. Curtis reviewed earlier that evening. Mr. Ashton emphasized the importance of maintaining consistency with national messaging in addressing international scams.

g. EV's

Councilmember Alam asked for an update on adding more Electric Vehicle (EV) charging stations to downtown Herndon.

There was discussion among the Council and staff on (1) number, locations, and costs of EV charging stations, (2) offering fast versus standard charging, (3) considering EV charging stations in Town parking lots, (4) reviewing EV charging stations as part of the Comprehensive Plan process, (5) private sector involvement in installing charging stations, (6) electrical infrastructure improvements, and (7) potential installation timing.

Responding to the discussion, Mr. Ashton stated that the contract with the company that had provided Smart Cities services to the Town, which included EV charging, has ended. The services that the contractor was providing were turned over to the Town. He stated that the vendor supplying the EV stations has not been responsive to the Town's requests. Staff is looking at other options to expand the EV charging station program, which includes finding a more responsive vendor.

Responding to Vice Mayor Hedrick's question about the private sector being able to install charging stations at the times and locations the private sector wants, Mr. Ashton stated that while he could not speak for Virginia Dominion Power, he suspected that is not an option at this time.

Councilmember del Aguila asked staff to proceed with the assumption that slower charging stations should be preferred to encourage visitors to stay in the Town longer.

Following discussion, Mr. Ashton indicated that staff can look at the suggestions Council made that evening on EV charging stations. He asked the Council for time to adjust to a newer business model that resulted from the Smart Cities contract ending. Mr. Ashton emphasized the importance of holding the Town Council Initiatives Meeting to rank choice prioritization of their initiative ideas.

h. Sidewalks

Councilmember Alam said she was asked by a citizen why there is no stop sign at the intersection of Grace Street and Fortnightly Boulevard in front of the Herndon Senior Center.

There was discussion among the Council and staff about stop sign and crosswalk locations in the Town.

Councilmember del Aguila stated that at a recent Pedestrian and Bicycle Advisory Committee meeting, a group of which he is Chair, they discussed the inconsistency of having crosswalks without stop signs. He thought that the crosswalk on Center Street across from the Fortnightly Library was a particularly dangerous location and asked if it was possible to install stop signs at all crosswalks in Town.

Responding to Councilmember del Aguila, Mr. Ashton stated it would be appropriate for the Traffic Engineer and the Traffic Engineering Improvement Committee (TEIC) to review these questions.

Following discussion, Mr. Ashton stated that he will ask TEIC to review the safety of the crosswalks at Center Street across from the Fortnightly Library and at the intersection of Fortnightly Boulevard and Grace Street in front of the Herndon Senior Center.

Councilmember del Aguila indicated that he would like the Council to discuss standardizing “no turn on red” signs at a future date.

i. Greens

Councilmember Alam asked if the Town could install more greens at the Old Town Hall building and in the downtown.

There was discussion among the Council and staff on the request for more greenery.

Responding to Councilmember Alam, Mr. Ashton stated that staff members, including the Town Arborist, are reviewing the landscaping in the areas she mentioned, to include adding native plants.

5. ROUNDTABLE

Councilmember Dhakal: no comments.

Councilmember Alam: thanked her colleagues for discussing the items she brought forward that evening.

Councilmember del Aguila: no comments.

Councilmember LeBlanc: echoed Mayor Olem’s earlier comments thanking community members for participating in National Night Out.

Vice Mayor Hedrick: thanked Anne Curtis, Chief Communications Officer, for the updated website and asked her to thank the staff that worked on it.

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Vice Mayor Hedrick echoed Mayor Olem's earlier comments about their thoughts being with the Nachman family, and he stated that he is remembering Arthur's many contributions to the Herndon community.

Mayor Olem: stated that she attended a hip hop performance by Danager AK at Arts Herndon last Wednesday evening, which was called "Welcome to Baja California." She said that she enjoyed the event, which was also attended by Mexico's Minister of Tourism and Minister of Culture.

Mayor Olem shared that Arts Herndon is moving away from using the term "ArtSpace" and towards using "Arts Herndon" only.

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

6. CLOSED MEETING

Mayor Olem stated that there was need for Council to go into a closed meeting, which was held in the Hoover Conference Room in the Herndon Council Chambers Building, 765 Lynn Street, Herndon, Virginia.

Vice Mayor Hedrick moved that the Council convene in closed meeting to discuss the following: as permitted by Code of Virginia Section 2.2-3711(A)(1) for discussion of prospective candidates relative to appointments to boards and commissions. Councilmember Dhakal seconded the motion, which carried by a 6-0 roll call vote. The vote was: Councilmembers Alam, del Aguila, Dhakal, LeBlanc, and Vice Mayor Hedrick, and Mayor Olem voting "Aye." Councilmember Scherff was absent.

The Council went into closed meeting at 10:12 p.m.

At 10:12 p.m. Mayor Olem called a brief recess, and at 10:17 p.m., the closed meeting reconvened in the Hoover Conference Room, six members present, with Mayor Olem presiding. Councilmember Scherff was absent.

Councilmember Dhakal moved to come out of the closed meeting. Motion seconded by Councilmember Alam and carried by a 6-0 roll call vote. The vote was: Councilmembers Alam, del Aguila, Dhakal, LeBlanc, and Vice Mayor Hedrick, and Mayor Olem voting "Aye." Councilmember Scherff was absent.

The Council came out of closed meeting at 10:20 p.m.

Councilmember Dhakal moved to certify that, to the best of each member's knowledge, in the closed meeting just concluded, nothing was discussed except the matter or matters (1) specifically identified in the motion to convene in closed meeting and (2) lawfully permitted to be discussed in a closed meeting under the provisions of the Virginia Freedom of Information Act as cited in that motion. Motion seconded by

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Councilmember LeBlanc and carried by a 6-0 roll call vote. The vote was: Councilmembers Alam, del Aguila, Dhakal, LeBlanc, and Vice Mayor Hedrick, and Mayor Olem voting “Aye.” Councilmember Scherff was absent.

Ayes: 6

Nays: 0

Absent: 1

7. **ADJOURNMENT**

There being no further business, Mayor Olem adjourned the August 2, 2023 Town Council work session at 10:22 p.m.

Amanda E. Monaw Kertz

Amanda E.M. Kertz
Chief Deputy Town Clerk



Minutes approved by Town Council: September 12, 2023