



COMMUNITY INCLUSION AND ENGAGEMENT COMMITTEE REGULAR MEETING AGENDA

Herndon Council Chambers Building
765 Lynn Street, Herndon, VA 20170

Thursday, September 10, 2026 | 6:30 PM

1. Call to Order

2. Approval of Minutes

- a. May 28, 2026 Community Inclusion and Engagement Committee meeting minutes

3. Comments from the Audience

Members of the public may, for one 3-minute period, provide public comments, requests, consent or general item comments, and comments on matters not included on the agenda.

4. Discussion

- a. Herndon Fortnightly Library Programming - Mona Chandan, Branch Manager
- b. Community Outreach Efforts, Brent Heavner, Chief Communications Officer

5. Comments

- a. Comments from the Staff Members
- b. Comments from the Committee Members

6. Adjournment



Community Inclusion and Engagement Committee Regular Meeting **Agenda Item 2.a.**

Agenda Item: May 28, 2026 Community Inclusion and Engagement Committee meeting minutes

Meeting Date: September 10, 2026

Category: Approval of Minutes

Prepared by: Margie Tacci, Deputy Town Clerk

Description:

This is a request to approve the May 28, 2026 Community Inclusion and Engagement Committee meeting minutes.

Background/Timing Impact:

Community Inclusion and Engagement Committee minutes are typically presented for approval in chronological order. Action on the minutes is an important function of the Community Inclusion and Engagement Committee.

Fiscal Impact:

N/A

Legal Impact:

N/A

Staff Recommendation/Next Steps:

Recommend approval as presented

Attachments:

1. Draft Minutes



HERNDON COMMUNITY INCLUSION AND ENGAGEMENT COMMITTEE

Meeting Minutes Thursday, May 28, 2026

1. **Call to Order**

Chair Lacher called the Community Inclusion and Engagement Committee meeting to order on Thursday, May 28, 2026, at 7:00 p.m. in the Herndon Police Department Community Room, 397 Herndon Parkway, Herndon. In attendance were: Councilmember Alex Reyes, Council Liaison; Committee Members Yelena Barth; Charles Hall (left at 8:10 p.m.); Rosemary Kendall; Fanny Salazar-Laske; and Chair Andrew Lacher.

Vice Chair K Scarry was absent.

Staff present during the meeting: Brent Heavner, Chief Communications Officer, Bob Williams, Director of Parks and Recreation; and Margie Tacci, Deputy Town Clerk.

Chair Lacher stated that five Community Inclusion and Engagement Committee Members were present, which constituted a quorum.

Chair Lacher requested that the agenda be amended to move Comments before Discussion. Agenda was amended by consensus.

2. **Approval of Minutes**

a. **February 5, 2026 Community Inclusion and Engagement Committee meeting minutes**

Chair Lacher called for a motion to approve the February 5, 2026, minutes.

On motion of Committee Member Kendall, seconded by Committee Member Hall, and carried by a 5-0 roll call vote, the February 5, 2026, Community Inclusion and Engagement Committee meeting minutes were approved. The vote was: Committee Members Yelena Barth, Charles Hall, Rosemary Kendall, Fanny Salazar-Laske, and Chair Lacher. Vice Chair K Scarry was absent.

3. **Comments from the Audience**

Chair Lacher reviewed the process for providing public comments before the CIEC and explained that there would be no rebuttal or discussion with the audience.

The following individuals provided comments in support of the continuation of the Kids and Parents Engage Program (KAPE) after-school program at the Neighborhood Resource Center:

- Carmen Arrieta, 644 Alabama Drive, Herndon;
- Susan Jennings, 1208 Flagship Avenue, Herndon;
- Samantha Moreno-Jimenez, 507 Early Fall Court, Herndon;
- Ana Chavarria, 665 Dulles Park Court, Apt 202, Herndon;
- Christine Graham, 12708 Nathan Lane, Herndon;
- Blanca Carbajal, 661 Dulles Park Court, Apt 101, Herndon; and
- Jimenez Amayo, a minor (no address provided).

Chair Lacher thanked those who offered comments and welcomed them to stay for the remainder of the meeting.

4. Discussion

a. Parks and Recreation Programming – Bob Williams, Director of Parks and Recreation

Chair Lacher recognized Bob Williams, Director of Parks and Recreation, to provide the staff presentation.

Mr. Williams noted that the Community Center is intended to serve as a community space, rather than solely as a recreation center, and provided an overview of the programs and summer camps.

He distributed a flyer for free swimming lessons during June and July. He stated that this initiative is grant-funded for children to learn to swim.

Mr. Williams highlighted several community events, including Polar Heat, the Fourth of July, Town Square Tuesdays concerts, Farmers Market Fun Day, the Turkey Trot 5K, WinterMarkt, Friday Night Live!, National Night Out, Hoppy Egg Hunt, the Herndon Homecoming Parade, and the Fish Derby, and provided a brief description of each event. He also noted that the Town collaborates with various community organizations and partners on these and other events, including the Dulles Regional Chamber of Commerce, the Herndon Police Department, and Friends of Runnymede Park.

Community Partnerships & Outreach

- **Community Partnerships:** Annarosa Chicas was hired to strengthen community outreach and partnerships. Staff highlighted partnerships with Cornerstones, Herndon Opportunities Network (ON), Neighbors in Action, and She Believes in Me.

- **Camp on the Go:** The program was piloted last year at Alabama Drive Park, bringing camp activities directly into the neighborhood rather than requiring children to come to the Community Center. The program was well received by children and families and will continue at Alabama Drive Park while expanding to an additional site to be determined.
- **Neighborhood Engagement:** Staff identified neighborhood engagement as one of the Town's biggest challenges and continue to look for ways to better connect residents with available programs and services. Despite partnerships and outreach efforts, staff continue to hear from residents that they are not aware of programs being offered, highlighting the need for continued improvement in communication and outreach.
- **Juneteenth:** A new initiative was the coordination of a Juneteenth celebration on the Town Green on June 19, rather than at Town Hall Square.

Committee Member Hall shared that his child worked as a counselor in one of the Town's summer programs and offered information about the LGBTQ+ newsletter as another resource for community outreach.

Chair Lacher noted that Herndon Pride is primarily organized by Arts Herndon and asked why both organizations were not included on the Town's list of community partners and how the Town could work more collaboratively with them.

Mr. Williams explained that Arts Herndon conducts its own events, and the Town wants to avoid duplicating efforts. Some organizations prefer to partner with the Town, while others conduct their own programs, and funding restrictions can also limit collaboration. He noted that Northwest Federal Credit Union also conducts its own events, which enhance the community, and he would look into additional opportunities for collaboration.

Chief Communications Officer Brent Heavner highlighted the new Council Community Donation Program, which provides organizations with an annual opportunity to apply for dedicated funding to support their programs and use of Town facilities. It serves as a resource for organizations looking to expand their programs.

Committee Member Hall left at 8:10 p.m.

Committee Member Kendall asked for clarification on the following items:

- Whether there are bilingual staff.
- Senior participation in programs.
- Options for residents with mobility challenges.
- Accessing the Community Center by public transportation.

Mr. Williams responded that two front-desk staff members are bilingual, with additional bilingual staff in other departments. He noted strong senior participation in aquatics and efforts to partner with the Senior Center to encourage participation. For residents with mobility challenges, staff provide assistance, although additional programs are limited by available resources. He also noted that a Fairfax Connector bus stop is located in front of the Community Center, and residents use the W&OD Trail to walk or bike to the facility.

Committee Member Salazar-Laske stated that many people do not understand the Neighbors in Action program and suggested that it needs to be marketed more effectively.

Committee Member Salazar-Laske asked whether costs limit participation.

Mr. Williams explained that programs such as Tiny Chefs are limited to approximately 25 to 30 students due to equipment and space constraints. He noted that registration is available online and that the Parks and Recreation Department partners with organizations to provide scholarships.

Committee Member Salazar-Laske asked whether there is a list of job openings available that could be provided to Herndon High School students.

Mr. Williams explained that there are some restrictions on what can be distributed through the schools, although opportunities such as career fairs are available.

Chair Lacher asked how community members know about the scholarship opportunities.

Mr. Williams explained that there is currently no centralized process, but the Town is looking at including a scholarship fund program in a future budget.

Chair Lacher asked whether the Town's cemetery could better accommodate the needs of Jewish and Muslim communities and whether there had been any recent activity by the Cemetery Committee.

Mr. Williams explained that the cemetery is nonreligious but does not currently meet certain requirements of Jewish and Muslim communities. He stated that the Cemetery Committee is currently inactive and offered to connect Chair Lacher with Cemetery Manager Dave Roscoe. Mr. Williams also highlighted recent cemetery activities, including a memorial service, Wreaths Across America, and educational efforts related to monument care and cleaning.

Chair Lacher asked whether the Community Center could provide shower vouchers for unhoused individuals.

Mr. Williams explained that the Town does not currently provide vouchers but allows unhoused individuals to use the Community Center's showers and warm up at the facility. He noted that staff are familiar with individuals who regularly use the facility and assist them based on their needs.

Chair Lacher also asked about the possibility of a bike-share program.

Mr. Williams explained that bike-share initiatives involve several Town departments and fall under the Pedestrian and Bicycle Advisory Committee (PBAC), for which he serves as a staff liaison. He stated that PBAC has discussed a bike-share program as part of the Roadway Safety Action Plan and reviewed associated costs and options.

Chair Lacher explained that this discussion was one of the reasons the CIEC invited Mr. Williams to speak, noting Parks and Recreation's commitment to the community and the committee's role in helping communicate available programs and resources.

Mr. Williams stated that he had taken notes and would follow up with the committee. He expressed his hope that there would be additional opportunities to return and provide updates, emphasizing the importance of continuing to find ways to build a stronger community.

Committee Member Kendall asked whether the Town tracks attendance and participation at Town events to identify whether certain groups are being underserved and understand engagement patterns.

Mr. Williams explained that attendance is currently tracked primarily through observation, including the types of attendees, such as families, individuals, and children. Staff are exploring other ways to collect demographic and participation data.

Committee Member Salazar-Laske noted that some community members remain hesitant to participate because of the current political climate. She emphasized that having teachers and PTA representatives present could help share information with others in the community.

5. Comments

a. Comments from the Staff Members

Chief Communications Officer Brent Heavner thanked Mr. Williams, Director of Parks and Recreation, for his partnership with the Town and community and for taking the time to speak with the committee. He noted that approximately 60 percent of visitors to the Town's website access Parks and Recreation information.

Mr. Heavner discussed possible dates for the next CIEC meeting.

Chair Lacher proposed, with the committee's consensus, moving Thursday meetings to 6:30–8:00 p.m. The committee agreed to the earlier meeting time.

Mr. Heavner also stated that Mona Chandan, Branch Manager of the Herndon Fortnightly Library, provided materials on upcoming library events for distribution to the community. Ms. Chandan will also be the speaker at the next CIEC meeting.

b. Comments from the Committee Members

Committee Member Kendall asked whether the committee could discuss the earlier comments regarding the KAPE program.

Chair Lacher clarified that KAPE is not a Town program and offered to discuss the matter with her separately.

6. Adjournment

There being no further business, and without objection, Chair Lacher adjourned the May 28, 2026, Community Inclusion and Engagement Committee meeting at 8:30 p.m.

Margie C. Tacci
Deputy Town Clerk

Minutes approved by the CIEC:



Community Inclusion and Engagement Committee Regular Meeting

Agenda Item 4.a.

Agenda Item: Herndon Fortnightly Library Programming - Mona Chandan,
Branch Manager

Meeting Date: September 10, 2026

Category: Discussion

Prepared by: Margie Tacci, Deputy Town Clerk

Description:

Mona Chandan, Library Manager, Herndon Fortnightly Library, will lead a discussion of the programs and services available through the Fairfax County Public Library (FCPL) system.

Background/Timing Impact:

N/A

Fiscal Impact:

N/A

Legal Impact:

No legal impact identified.

Staff Recommendation/Next Steps:

This is a dicussion item, staff has no recommendation.

Attachments:

None



Community Inclusion and Engagement Committee Regular Meeting

Agenda Item 4.b.

Agenda Item: Community Outreach Efforts, Brent Heavner, Chief Communications Officer

Meeting Date: September 10, 2026

Category: Discussion

Prepared by: Brent Heavner, Chief Communications Officer

Description:

Staff wishes to discuss the Town's multilingual outreach efforts and engage the committee on ways to expand their reach and impact.

Background/Timing Impact:

This discussion aims to familiarize the Committee with the Town's multilingual communication and outreach priorities and leverage the committee's expertise and community connections to forward them. Staff seeks assistance from the CIEC on the best methods to engage and reach every section of the community.

Fiscal Impact:

N/A

Legal Impact:

N/A

Staff Recommendation/Next Steps:

This is a discussion item; staff has no recommendation.

Attachments:

None