

**CLIFTON TOWN COUNCIL MEETING
TUESDAY, DATE DECEMBER 5, 7:30 PM
CLIFTON TOWN MEETING HALL
12641 CHAPEL ROAD
CLIFTON, VA 20124**

Present: Mayor Bill Hollaway; Vice Mayor Jennifer Heilmann; Councilmember Regan McDonald; Councilmember Melissa Milne; Councilmember Darrell Poe.
Staff: Marilyn Barton, Town Treasurer; Amanda Christman, Town Clerk.
Absent: Councilmember Wayne Nickum.

The Regular Meeting was called to order by Mayor Hollaway at 7:34 PM.

Order of Business:

1. Report of the Town Clerk: Reading of the Minutes (previous regular meetings and any special meetings).

- **Councilmember Poe moved to approve the November 2017 Minutes as presented, seconded by Vice Mayor Heilmann. The motion was approved by poll vote, 5-0.**

2. Report of the Treasurer.

See attached report.

- **Councilmember Poe moved to approve the Treasurer's report as presented, seconded by Councilmember Milne. The motion was approved by poll vote, 5-0.**

3. Citizen's Remarks.

Sheldon Hoffermon: reported to the Council that the planned paving of the parking lot is scheduled for December 11-12. However, the temperature must be in the 50's, or it will be delayed until weather conditions are favorable.

Paul Blum, a Trustee at Clifton Baptist Church: reported to the Council that the church was open on Clifton Day, and participated in the recent Homes Tour with hosting the Robinson High School choir. He indicated that the church would like to be involved in Spring Homes Tour.

4. Unfinished Business:

a. Update on Unapproved Signs and Sign Code Violations.

Councilmember McDonald reported to the Council that he surveyed the posted signage in town and identified potential instances with maintenance and Certificates of Appropriateness.

The sign committee and the ARB will produce a list of individuals and businesses who will be sent a letter regarding the need to apply for sign approval. The project will hopefully be completed by January.

Royce Jarrendt noted that it would be helpful if the community notified the ARB of any examples of signs, along with their locations, that may be unpermitted.

5. Reports of Special Committees.

None.

6. Reports of Standing Committees:

a. Planning Commission.

See attached report.

- **Councilmember Poe moved to approve the recommendation of the Planning Commission to approve a Use Permit to Horse Hippie, with the conditions as set forth on the report, seconded by Councilmember Milne. The motion was approved by poll vote, 5-0.**
- **Councilmember Poe moved to approve the recommendation of the Planning Commission to approve a Use Permit to Karen Paris, with the conditions as set forth on the report, seconded by Vice Mayor Heilmann. The motion was approved by poll vote, 5-0.**

b. Architectural Review Board.

Royce Jarrendt reported on the sign compliance survey. He also received a citizen complaint regarding a concrete slab and metal carport that was recently installed on Chestnut Street. Royce will work with the Clerk to draft and send a letter to the resident of the home with the unpermitted structure, and will solicit input from Kathy Kalinowski before mailing.

c. Other Committees.

i. Recap of First “Clifton Film Celebration!”

See attached report.

Councilmember Poe reported on the recent success of the Film Festival, which ultimately received 48 film submissions, and screened 43 films from around the world. Currently, the event boasts a 5-star average review, online.

ii. Special Projects Committee – Streetscape Update.

Councilmember McDonald reported that the Committee and contractor will have the 30% drawn set of plans complete by next week. He would like to circulate the plans among the Town Council prior to submitting them to VDOT for approval, which could take 60 days.

iii. Holiday Homes Tour.

Councilmember Milne reported that monetary collections for the tour have far exceeded last year's, and the feedback received from the community has been positive. She will submit a full report and accounting to the Treasurer next month. Her preliminary estimate is that approximately 500 tickets to the event were sold.

7. New Business:

a. Resident Initiative to Establish a Neighborhood Watch.

Councilmember Poe noted that there was a suspicious incident captured on video at a resident's house which involved unknown individuals "casing" the house. This has caused heightened concern among the community. The Council believes that having more of a night-time community presence may deter this behavior.

Mayor Hollaway suggested that it would be helpful to have a group of volunteers that would patrol on certain routes and for specific shifts. He noted that "Watch" means observe and report – namely, volunteers would contact the local police to report suspicious activity, and would need to know the designated phone number to call, and the type of info that needs to be collected.

Councilmember Poe will look into finding an organization that could help train the Neighborhood Watch volunteers, and Councilmember Milne will reach out to the citizen that has been most active in the initiative so far.

The Council noted that the Town may provide nominal funding for equipment, training, et cetera, to the citizen-led group. A committee could be formed, and signs could be posted, as long as the support from the Town Council is prominent.

b. History committee.

The Council reported that a documentary film maker will host a workshop on making documentary films for the Oral History Project – in order to learn how to use the equipment. Members will contact Councilmember Nickum and seek to gain his involvement in the project.

8. Adjournment.

- **Vice Mayor Heilmann moved to adjourn, seconded by Councilmember Poe. The motion was approved by poll vote, 5-0.**



Amanda Christman <cliftonclerkva@gmail.com>

December 5, 2017 Town Council Meeting - Treasurer's Report for period ended 11/30/17

4 messages

Marilyn Lane Barton <clifton.treasurer@cox.net>

Sun, Dec 3, 2017 at 9:50 PM

To: "William R. Hollaway, Ph.D." <WHollaway77@gmail.com>, Jennifer Heilmann <jbheilmann@gmail.com>, WAYNE <clifnick@yahoo.com>, mcdonald.regan@gmail.com, Melissa Milne <Melissa.milne9@gmail.com>, darrell.poe@gmail.com
Cc: cliftonclerkva@gmail.com, "Barton, Marilyn" <mbarton@comres.org>

Hello everyone,

Attached are the **Financial Reports for the period ended November 30, 2017**. The Financial Reports include:

- The Summary of **Cash Balances Report as of November 30, 2017**, reflects total funds of **\$1,187,572.81**. *Haunted Trail funds in the amount of \$45,090.53 are being transferred from the Events Account to the Money Market Account on 12/3/17, leaving the holding balance of \$100 in the Events Account.*
- **Profit & Loss Summary by Fund** for period ended 11/30/2017. **Highlights of November** transactions are noted on this summary report. The main items for the month include:
- **Committee Fundraising** reflects receipt of **\$200 Clifton Film Festival Sponsorship & \$200** received for **Homes Tour Ads**.
- The **2017 Haunted Trail Event** has generated **revenues of \$49,790.53**. **Expenses as of Nov 30th reflect \$8,244.25**, leaving **net income from the event of \$41,546.28**. (See the **Haunted Trail Event Report** included.)
- **Taxes & Permits** highlights include receipt of **\$3,801.56** in new **Motor Vehicle Fees** from Fairfax County and golf cart collections. **\$2,758.90** was received in Nov. from **Fairfax County for Sept. 2017 Local Sales Taxes**, reflecting the **usual two-month delay** in Sales tax revenues.
- **Contractual Expense**: A supplemental **Contractual Expense Detail Report** has been included to provide the break out of this large expense category. The **highlights for November include Professional Fees of \$3,881.13 for work-in-progress by the Town's auditors for FY17 and Railroad Siding Lease Renewal of \$1,579.12**. Town Committees spending in November includes **\$660 for the Film Festival and \$842 for the Homes Tour**. See the C. H. P&L Report for supplemental details. **Supplemental Comparative Community Hall Report – attached for added detail comparison.**
- **CIF – CIF Special Project Streetscape Phase 2** - The Special Projects Committee has submitted payment for **\$7,921.25 in November to J2 Engineering** which will be submitted to **VDOT for reimbursement** as the **third draw** for FY18.
- **Supplemental Detail Reports are provided as follows:**
 - **2017 Haunted Trail Transactions Report as of Nov. 30, 2017**
 - **Planning Commission Report – July 1 – November 30, 2017**
 - **Community Hall Comparative Report**
 - **Contractual Expenses Detail Report**
- **Profit & Loss Detail Export Report** for period ended 11/30/2017. This report is a detailed export of the income and expenses from the accounting system. Notes and supplementary schedules are provided on the Profit & Loss Summary report and as additional tabs which highlight items of interest.

Other updates:

- The Treasurer negotiated with United Bank for a waiver of all fees related to establishing ACH direct deposit transactions for the Town. The final paperwork has been modified to reflect the waiver of fees, and will be presented to the Mayor for final signing at the Town Council meeting.

After your review, if you have any questions or concerns, please let me know. If there are additional supplemental schedules that you would like to see, just let me know.

Thank you.

IMPORTANT: Please let me know if you DO NOT wish to receive a paper copy of these documents provided to you at the meeting. Thanks so much!

Sincerely,

Marilyn

Marilyn Barton

Treasurer

Town of Clifton

P.O. Box 309

Clifton, VA 20124-0309

Cell: [703-678-8607](tel:703-678-8607)



2017 11 30 Financial Statements.xlsx
130K

Town of Clifton

Profit & Loss Budget Performance

November 2017

	Nov 17	Budget	Jul - Nov 17	YTD Budget	Annual Budget
Income					
State Funding	0.00	0.00	10,000.00	10,000.00	10,000.00
Clifton Public Parking Rental	0.00	0.00	0.00	0.00	450.00
1 Committees Fundraising	400.00	166.67	1,760.00	13,033.31	18,200.00
2 Community Hall Revenues	0.00	500.00	2,491.88	2,500.00	6,000.00
3 Haunted Trail Event	20,943.00	0.00	49,790.53	30,000.00	30,000.00
Interest Income	45.01	1,166.67	3,755.62	5,833.31	14,000.00
Other Income	0.00	0.00	0.00	26,364.00	26,364.00
Pink House Rental	2,500.00	3,400.00	14,900.00	17,000.00	40,800.00
4 Tax and Permits Revenue	8,192.27	3,958.33	32,536.18	28,491.69	102,200.00
Total Income	32,080.28	9,191.67	115,234.21	133,222.31	248,014.00
Gross Profit	32,080.28	9,191.67	115,234.21	133,222.31	248,014.00
Expense					
Citizens' Recognition Expense	0.00	62.50	0.00	312.50	750.00
5 Bank Service Charges	20.00		20.00		
Commodities	184.27	435.84	883.45	2,679.12	5,730.00
6 Contractual	9,276.91	7,066.69	41,302.88	104,533.17	158,750.00
3 Haunted Trail Expenses	3,244.25	0.00	8,244.25	15,000.00	15,000.00
OTHER - TC approval req'd +\$500	0.00	625.00	0.00	3,125.00	7,500.00
Payroll Expenses	3,666.66	5,023.67	19,174.80	25,118.31	60,284.00
Total Expense	16,392.09	13,213.70	69,625.38	150,768.10	248,014.00
Net Income	15,688.19	(4,022.03)	45,608.83	(17,545.79)	0.00
CIF FUNDS:					
CIF Income					
CIF - Capital Improvements Fund	0.00	60,625.00	0.00	303,125.00	727,500.00
CIF Expenses					
7 CIF Expenses	7,921.25	0.00	13,635.02	1,110,500.00	1,110,500.00
Net Income - CIF Funds	(7,921.25)	60,625.00	(13,635.02)	(807,375.00)	(383,000.00)
Consolidated Net Income	7,766.94	56,602.97	31,973.81	(824,920.79)	(383,000.00)

NOTES:

- 1 *Committee Fundraising reflects receipt of \$200 Clifton Film Festival Sponsorship & \$200 received for Homes Tour.*
- 2 *Community Hall Revenues (See the C.H. Report included.)*
- 3 *The 2017 Haunted Trail Event has generated revenues of \$49,790.53. Expenses as of Nov. 30th reflect \$8,244.25, leaving a net income from the event of \$41,546.28. (See the Haunted Trail Event Report included.)*
- 4 *Taxes & Permits highlights include receipt of \$3,801.56 in new Motor Vehicle Fees from Fairfax County & golf cart collections . \$2,758.90 was received in Nov. from Fairfax County for Sept. 2017 Local Sales Taxes, reflecting the usual 2 month delay in Sales tax revenues.*
- 5 *In November United Bank charged \$20 for processing the required bank balance confirmation for the Town's audit.*
Contractual Expense: A supplemental Contractual Expense Detail Report has been included to provide the break out of this large expense category. The highlights for November include professional fees of \$3,881.13 for work-in-progress by the Town's auditors for FY17, Railroad Siding Lease Renewal of \$1,579.12. Town Committee spending in Nov. includes \$660 for the Film Festival & \$ 842 for the Homes Tour. See the C. H. P&L Report for supplemental details.
- 6 *CIF Special Project Streetscape Phase 2 - The Special Projects Committee has submitted payment for \$7,921.25 in November to J2 Engineering which will be requisitioned for reimbursement from VDOT for the third draw for FY18.*

Town of Clifton
Haunted Trail Event Report
July through November 2017

Type	Date	Num	Name	Memo	Amount	Balance
Haunted Trail Event						
Deposit	10/02/2017		Square Inc.	Haunted Trail income	216.97	216.97
Deposit	10/02/2017		Square Inc.	Haunted Trail income	515.56	732.53
Deposit	10/03/2017		Square Inc.	Haunted Trail income	120.47	853.00
Deposit	10/04/2017		Square Inc.	Haunted Trail income	86.97	939.97
Deposit	10/05/2017		Square Inc.	Haunted Trail income	163.59	1,103.56
Deposit	10/06/2017		Square Inc. Environmental	Haunted Trail income	145.34	1,248.90
Sales Receipt	10/09/2017	00-4285	Consultants/Contractors	Halloween Haunted Trail - Sponsorship	500.00	1,748.90
Deposit	10/10/2017		Square Inc.	Haunted Trail income	164.21	1,913.11
Deposit	10/10/2017		Square Inc.	Haunted Trail income	168.76	2,081.87
Deposit	10/10/2017		Square Inc.	Haunted Trail income	318.06	2,399.93
Deposit	10/11/2017		Square Inc.	Haunted Trail income	155.38	2,555.31
Deposit	10/12/2017		Square Inc.	Haunted Trail income	82.10	2,637.41
Sales Receipt	10/13/2017	00-4287	William & Pheobe Peterson	Halloween Haunted Trail - Zombie Sponsor	1,500.00	4,137.41
Sales Receipt	10/13/2017	00-4288	Hermendorfer, Carol S.	Halloween Haunted Trail - Mummy Sponsorship	500.00	4,637.41
Deposit	10/13/2017		Square Inc.	Haunted Trail income	140.18	4,777.59
Deposit	10/16/2017		Square Inc.	Haunted Trail income	19.16	4,796.75
Deposit	10/16/2017		Square Inc.	Haunted Trail income	343.31	5,140.06
Deposit	10/17/2017		Square Inc.	Haunted Trail income	294.05	5,434.11
Deposit	10/18/2017		Square Inc.	Haunted Trail income	217.72	5,651.83
Deposit	10/19/2017		Square Inc.	Haunted Trail income	401.99	6,053.82
Deposit	10/20/2017		Square Inc.	Haunted Trail income	299.21	6,353.03
Deposit	10/23/2017		Square Inc.	Haunted Trail income	420.24	6,773.27
Deposit	10/23/2017		Square Inc.	Haunted Trail income	671.10	7,444.37
Deposit	10/24/2017		Square Inc.	Haunted Trail income	786.94	8,231.31
Deposit	10/25/2017		Square Inc.	Haunted Trail income	1,050.26	9,281.57
Deposit	10/26/2017		Square Inc.	Haunted Trail income	2,146.53	11,428.10
Deposit	10/27/2017		Square Inc.	Haunted Trail income	4,398.78	15,826.88
Deposit	10/30/2017		Square Inc.	Haunted Trail income	1,354.66	17,181.54
Deposit	10/30/2017		Square Inc.	Haunted Trail income	10,915.99	28,097.53
Sales Receipt	10/31/2017	00-4292	Professional Tutoring, LLC	Halloween Haunted Trail - Sponsorship	250.00	28,347.53
Sales Receipt	10/31/2017	00-4296	Clifton Cafe'	Halloween Haunted Trail - Mummy Sponsorship	500.00	28,847.53
Deposit	11/15/2017		Haunted Trail Event	2017 H.T. cash proceeds	19,493.00	48,340.53

Town of Clifton

Haunted Trail Event Report

July through November 2017

Type	Date	Num	Name	Memo	Amount	Balance
Sales Receipt	11/18/2017	00-4307	McNamara Enterprises, Inc.	Halloween Haunted Trail - Sponsorship	500.00	48,840.53
Sales Receipt	11/18/2017	00-4308	Ciao Osteria	Halloween Haunted Trail - sponsorship	500.00	49,340.53
Sales Receipt	11/18/2017	00-4309	The Wine Attic	Halloween Haunted Trail - Sponsorship	250.00	49,590.53
Sales Receipt	11/18/2017	00-4310	Smoke-N-Shine, LLC	Halloween Haunted Trail - Sponsorship	200.00	49,790.53
Total Haunted Trail Event					49,790.53	49,790.53
Haunted Trail Expenses						
Check	10/16/2017	7415	Steve Bittner	ADVANCE - 2017 Haunted Trail Event Expenses	(5,000.00)	(5,000.00)
Check	11/30/2017	7433	Steve Bittner	Reimb balance - 2017 Haunted Trail Event Expense	(248.45)	(5,248.45)
Check	11/30/2017	7434	Gary Anderson	Reimb - 2017 Haunted Trail Expenses: Blueline Rei	(2,016.99)	(7,265.44)
Check	11/30/2017	7434	Gary Anderson	Reimb - 2017 Haunted Trail Expenses: Amazon - til	(158.90)	(7,424.34)
Check	11/30/2017	7434	Gary Anderson	Reimb - 2017 Haunted Trail Expenses: Amazon - G	(11.08)	(7,435.42)
Check	11/30/2017	7435	Michelle Stein	Reimb: Haunted Trail 2017 - Expenses: gravel	(375.00)	(7,810.42)
Check	11/30/2017	7435	Michelle Stein	Reimb: Haunted Trail 2017 - Expenses: miscellane	(87.96)	(7,898.38)
Check	11/30/2017	7436	Caroline Vicars Finninger	Reimb: 2017 Haunted Trail - expenses including tat	(94.99)	(7,993.37)
Check	11/30/2017	7437	Jennifer Congdon	reimb: 2017 Haunted Trail Expenses: fog machine,	(192.88)	(8,186.25)
Check	11/30/2017	7438	Boris Popoluh	reimb: 2017 Haunted Trail Expense - Union Mill Cu	(58.00)	(8,244.25)
Total Haunted Trail Expenses					(8,244.25)	(8,244.25)
TOTAL					41,546.28	41,546.28

Town of Clifton
Planning Commission Report
 July through November 2017

	Type	Date	Num	Name	Memo	Class	Amount	Balance
Tax and Permits Revenue								
Use Permits								
	Sales Receipt	07/14/2017	00-4263	The Wine Attic	Use Permit - new business	Planning Comm	75.00	75.00
	Sales Receipt	08/01/2017	00-4251	Wheelhouse	Use Permit	Planning Comm	75.00	150.00
	Sales Receipt	09/22/2017	00-4270	The Coticelli Group, LLC	Use Permit - New BPOL: Business Service	Planning Comm	75.00	225.00
	Sales Receipt	10/31/2017	00-4290	Horse Hippie	Use Permit - Horse Hippie Boutique	Planning Comm	75.00	300.00
	Sales Receipt	11/18/2017	00-4304	Villagio of Clifton	Use Permit	Planning Comm	75.00	375.00
Total Use Permits							375.00	375.00
Total Tax and Permits Revenue							375.00	375.00
Contractual								
Town Government								
Planning Commission								
General Admin Costs								
	Check	10/09/2017	7412	J. Heilmann	Reimb. for Planning Commission Name plates	Planning Comm	-135.60	-135.60
Total General Admin Costs							-135.60	-135.60
General Consulting								
	Check	09/20/2017	7395	William Gordon Associates, Inc.	Inv # 1701690 - Project 1620-0101 - Meet w DEQ Daniel Moore, review docs & req'd info	Planning Comm	-1,500.00	-1,500.00
Total General Consulting							-1,500.00	-1,500.00
Total Planning Commission							-1,635.60	-1,635.60
Total Town Government							-1,635.60	-1,635.60
Total Contractual							-1,635.60	-1,635.60
TOTAL							-1,260.60	-1,260.60

Town of Clifton
Community Hall Report
 July through November 2017

	<u>Jul - Nov 17</u>	<u>Jul - Nov 16</u>
Income		
Community Hall Revenues		
Community Hall Rentals	2,491.88	2,495.00
Total Community Hall Revenues	<u>2,491.88</u>	<u>2,495.00</u>
Total Income	<u>2,491.88</u>	<u>2,495.00</u>
Gross Profit	<u>2,491.88</u>	<u>2,495.00</u>
Expense		
Contractual		
Community Hall Expenses		
C.H.-Cleaning	300.00	525.00
C.H.-Equipment & Supplies	0.00	639.53
C.H.-Management Fee	772.97	541.25
C.H. - Electric	1,827.79	1,603.88
Total Community Hall Expenses	<u>2,900.76</u>	<u>3,309.66</u>
Total Contractual	<u>2,900.76</u>	<u>3,309.66</u>
Total Expense	<u>2,900.76</u>	<u>3,309.66</u>
Net Income	<u><u>(408.88)</u></u>	<u><u>(814.66)</u></u>

Town of Clifton
Contractual Expenses Report
November 2017

	Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
Contractual										
Community Hall Expenses										
C.H. - Electric										
	Bill	11/07/2017		NOVEC * - 1475045-002	9/13/17 - 10/14/17 CH Electric	Community Hall		Accounts Payable	593.24	593.24
Total C.H. - Electric									593.24	593.24
Total Community Hall Expenses									593.24	593.24
Miscellaneous										
	Check	11/09/2017			Service Charge	Pink House		Security Deposit - Cardinal	20.00	20.00
Total Miscellaneous									20.00	20.00
Professional Fees										
Accounting										
	Check	11/30/2017	7431	White, Withers, Masincup & Cannaday, P.C.	Invoice 20235 FY17 Audit - Work-in-progress on FY17 audit			Checking-Cardinal	3,881.13	3,881.13
Total Accounting									3,881.13	3,881.13
Total Professional Fees									3,881.13	3,881.13
Rent										
Railroad Siding Rental										
	Check	11/24/2017	7427	Norfolk Southern Railway Co.	Inv 90500276, RCZ7100003-Recurring Agreement -18,450 sq ft of property @ milepost 26.8			Checking-Cardinal	1,579.12	1,579.12
Total Railroad Siding Rental									1,579.12	1,579.12
Total Rent									1,579.12	1,579.12
Town Government										
Beautification Comm.										
Flower Receptacles										
	Check	11/24/2017	7429	Laura McDonald	flowers for receptacles	Committees:Environmental Committee		Checking-Cardinal	233.11	233.11
Total Flower Receptacles									233.11	233.11
Total Beautification Comm.									233.11	233.11
Town Committees Expense										
Communication Committee										
Web Server Maint & Domain Subsc										
	Check	11/24/2017	7428	VISA	Acct # 4638-1900-1000-3821 - Hostgator @ 26.95	Committees:Communication Comm		Checking-Cardinal	26.95	26.95
Total Web Server Maint & Domain Subsc									26.95	26.95
Total Communication Committee									26.95	26.95
Council for the Arts Committee										
Clifton Film Festival Exp										
	Check	11/24/2017	7425	Infinity Promotions, Inc.	Invoice 10956, Clifton Film Festival - 100 T-Shirts & Committees:Council for the Arts			Checking-Cardinal	660.00	660.00
Total Clifton Film Festival Exp									660.00	660.00
Total Council for the Arts Committee									660.00	660.00
Environmental Comm										
	Check	11/24/2017	7429	Laura McDonald	Magnificent Monarchs Presentation - food	Committees:Environmental Committee		Checking-Cardinal	21.97	21.97
Total Environmental Comm									21.97	21.97
Homes Tour Committee										
	Check	11/24/2017	7423	Executive Press Inc.	2017 Candlelight Homes Tour Inv 30476 -tickets, px Homes Tour			Checking-Cardinal	842.00	842.00
Total Homes Tour Committee									842.00	842.00
Town Parks Committee Exp										
Landscape/Ground Maint expense										
	Check	11/24/2017	7429	Laura McDonald	reimb - for hose & hose cart	Committees:Parks Committee		Checking-Cardinal	125.04	125.04
	Check	11/24/2017	7429	Laura McDonald	reimb. for replacement flowers	Committees:Parks Committee		Checking-Cardinal	50.10	175.14
	Check	11/24/2017	7429	Laura McDonald	reimb for planter replacement	Committees:Parks Committee		Checking-Cardinal	211.05	386.19
Total Landscape/Ground Maint expense									386.19	386.19
Total Town Parks Committee Exp									386.19	386.19
Total Town Committees Expense									1,937.11	1,937.11
Total Town Government									2,170.22	2,170.22
Town Services										
Grass Mowing										
	Check	11/24/2017	7426	Green Valley Landscaping	Invoice 43664 Lawn mowing - 10/3, 10/10, /17, 10/ Committees:Parks Committee			Checking-Cardinal	750.00	750.00
Total Grass Mowing									750.00	750.00
Trash Collection										

Town of Clifton
Contractual Expenses Report
November 2017

	Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
	Check	11/24/2017	7424	Art Guild - Clifton	Trash Consolidation Services: Oct 1 - Oct 28, 2017, 4 weeks @ \$30			Checking-Cardinal	120.00	120.00
	Check	11/24/2017	7430	American Disposal Services Commercial	Invoice 0006947016 for Nov 2017 Services			Checking-Cardinal	109.65	229.65
Total Trash Collection									229.65	229.65
Utilities										
Gas and Electric										
	Bill	11/07/2017		NoVEC -1475045-001	9/11/17 - 10/10/17 -7145 Main St			Accounts Payable	25.70	25.70
	Bill	11/13/2017		NoVEC - 1475045-003	10/12/17 - 11/13/17 Chapel Road			Accounts Payable	12.85	38.55
	Bill	11/13/2017		NoVEC - 883514-001	9/29/17 - 10/31/17 Gazebo			Accounts Payable	15.00	53.55
Total Gas and Electric									53.55	53.55
Total Utilities									53.55	53.55
Total Town Services									1,033.20	1,033.20
Total Contractual									9,276.91	9,276.91
TOTAL									9,276.91	9,276.91

Town of Clifton
Profit & Loss Budget Performance
November 2017

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q
1																	
2									Nov 17	Budget	Jul - Nov 17		YTD Budget		Annual Budget		
3			Income														
4				State Funding													
5					Fire Program Funds			0.00	0.00	10,000.00		10,000.00		10,000.00		10,000.00	
6					Total State Funding			0.00	0.00	10,000.00		10,000.00		10,000.00		10,000.00	
7					CIF - Capital Improvements Fund												
8				Grants													
9					Federal												
10						ISTEA-Clifton Streetscape		0.00	12,125.00	0.00		60,625.00		145,500.00			
11						Total Federal		0.00	12,125.00	0.00		60,625.00		145,500.00			
12						VDOT- MAP21 Streetscape Phase 2		0.00	48,500.00	0.00		242,500.00		582,000.00			
13						Total Grants		0.00	60,625.00	0.00		303,125.00		727,500.00			
14						Total CIF - Capital Improvements Fund		0.00	60,625.00	0.00		303,125.00		727,500.00			
15						Clifton Public Parking Rental		0.00	0.00	0.00		0.00		450.00			
16						Committees Fundraising											
17						Homes Tour Income		200.00	0.00	200.00		0.00		4,000.00			
18						Clifton Business Coalition											
19						Celebrate Clifton Gala		0.00	0.00	0.00		10,000.00		10,000.00			
20						Total Clifton Business Coalition		0.00	0.00	0.00		10,000.00		10,000.00			
21						Council of the Arts											
22						Clifton Film Festival		200.00	0.00	1,200.00		2,000.00		2,000.00			
23						Annual Summer Play Event		0.00	0.00	0.00		0.00		0.00			
24						Calendar Sales		0.00		0.00				0.00			
25						Community Arts Programs-CGT inc		0.00	125.00	135.00		625.00		1,500.00			
26						Total Council of the Arts		200.00	125.00	1,335.00		2,625.00		3,500.00			
27						Environmental Committee											
28						Environmental Event		0.00	41.67	0.00		208.31		500.00			
29						Total Environmental Committee		0.00	41.67	0.00		208.31		500.00			
30						Parks Committee											
31						Park Rental		0.00	0.00	225.00		200.00		200.00			
32						Total Parks Committee		0.00	0.00	225.00		200.00		200.00			
33						Total Committees Fundraising		400.00	166.67	1,760.00		13,033.31		18,200.00			
34						Community Hall Revenues											
35						Community Hall Rentals		0.00	500.00	2,491.88		2,500.00		6,000.00			
36						Total Community Hall Revenues		0.00	500.00	2,491.88		2,500.00		6,000.00			
37						Haunted Trail Event		20,943.00	0.00	49,790.53		30,000.00		30,000.00			
38						Interest Income		45.01	1,166.67	3,755.62		5,833.31		14,000.00			
39						Other Income											
40						Carry Frwd - Prior Year Surplus		0.00	0.00	0.00		26,314.00		26,314.00			
41						Other Income - Other		0.00	0.00	0.00		50.00		50.00			
42						Total Other Income		0.00	0.00	0.00		26,364.00		26,364.00			
43						Pink House Rental		2,500.00	3,400.00	14,900.00		17,000.00		40,800.00			
44						Tax and Permits Revenue											
45						ARB Permits		0.00	16.67	10.00		83.31		200.00			
46						BPOL tax		0.00	0.00	8,557.92		0.00		46,000.00			
47						Cigarette Tax		185.05	183.33	1,040.51		916.69		2,200.00			
48						Communications Sales Tax -Va		444.71	458.33	2,243.44		2,291.69		5,500.00			
49						Franchise Fees - Cox & Verizon		927.05	316.67	1,618.77		1,583.31		3,800.00			
50						Motor Vehicle Tags		3,801.56	0.00	8,638.17		7,000.00		7,000.00			
51						Railroad Tax		0.00	0.00	1,619.59		1,700.00		1,700.00			
52						Sales Tax		2,758.90	2,833.33	8,070.16		14,166.69		34,000.00			
53						Use Permits		75.00	58.33	375.00		291.69		700.00			

Town of Clifton
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1																	
2									Nov 17		Budget		Jul - Nov 17		YTD Budget		Annual Budget
54								Utility Consumption Tax	0.00		91.67		362.62		458.31		1,100.00
55								Total Tax and Permits Revenue	8,192.27		3,958.33		32,536.18		28,491.69		102,200.00
56								Total Income	32,080.28		69,816.67		115,234.21		436,347.31		975,514.00
57								Gross Profit	32,080.28		69,816.67		115,234.21		436,347.31		975,514.00
58								Expense									
59								Citizens' Recognition Expense	0.00		62.50		0.00		312.50		750.00
60								Bank Service Charges	20.00				20.00				
61								CIF Expenses									
62								Hist Property Acquisition & Imp	0.00		0.00		0.00		50,000.00		50,000.00
63								Engineering /Design - Sidewalks	0.00		0.00		0.00		3,000.00		3,000.00
64								Caboose Renovation	0.00		0.00		0.00		15,000.00		15,000.00
65								CIF-Town Parks Committee									
66								CIF-Playground Impr.	0.00		0.00		0.00		10,000.00		10,000.00
67								Total CIF-Town Parks Committee	0.00		0.00		0.00		10,000.00		10,000.00
68								CIF - Land Purchase	0.00		0.00		0.00		200,000.00		200,000.00
69								Clifton Creek Park - Trails	0.00		0.00		0.00		20,000.00		20,000.00
70								RR Siding Parking Facility	0.00		0.00		0.00		35,000.00		35,000.00
71								Special Projects Committee									
72								Dev. of Streetscape Phase 2	7,921.25				13,635.02				
73								VDOT EN- Main St Improvements	0.00		0.00		0.00		727,500.00		727,500.00
74								Total Special Projects Committee	7,921.25		0.00		13,635.02		727,500.00		727,500.00
75								Storage Facility	0.00		0.00		0.00		50,000.00		50,000.00
76								Total CIF Expenses	7,921.25		0.00		13,635.02		1,110,500.00		1,110,500.00
77								Commodities									
78								Office Equipment	0.00		0.00		0.00		500.00		500.00
79								Calendars/Posters Expense	0.00		0.00		0.00		0.00		0.00
80								Computer Supplies	155.88		106.67		155.88		533.31		1,280.00
81								Copies	0.00		16.67		19.04		83.31		200.00
82								License Plates	0.00		0.00		39.75		0.00		0.00
83								Miscellaneous	0.00		208.33		135.60		1,041.69		2,500.00
84								Miscellaneous - Commodities	0.00		0.00		0.00		0.00		0.00
85								Office Supplies	0.00		62.50		174.59		312.50		750.00
86								Postage and Delivery	28.39		41.67		358.59		208.31		500.00
87								Total Commodities	184.27		435.84		883.45		2,679.12		5,730.00
88								Contractual									
89								Fire Program	0.00		0.00		10,000.00		10,000.00		10,000.00
90								Caboose Expenses									
91								Caboose Equipment	0.00		41.67		0.00		208.31		500.00
92								Caboose Maintenance	0.00		125.00		0.00		625.00		1,500.00
93								Total Caboose Expenses	0.00		166.67		0.00		833.31		2,000.00
94								Community Hall Expenses									
95								C.H.-Cleaning	0.00		166.67		300.00		833.31		2,000.00
96								C.H.-Equipment & Supplies	0.00		62.50		0.00		312.50		750.00
97								C.H.-General Maintenance	0.00		166.67		0.00		833.31		2,000.00
98								C.H.-Management Fee	0.00		125.00		772.97		625.00		1,500.00
99								C.H. - Electric	593.24		666.67		1,827.79		3,333.31		8,000.00
100								C.H. Interior Improvements	0.00		416.67		0.00		2,083.31		5,000.00
101								Total Community Hall Expenses	593.24		1,604.18		2,900.76		8,020.74		19,250.00
102								Dues and Subscriptions									
103								Conference Attendance	0.00		0.00		0.00		500.00		500.00
104								Va. Municipal League	0.00		0.00		396.00		600.00		600.00
105								Dues and Subscriptions - Other	0.00		0.00		0.00		100.00		100.00

Town of Clifton

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November 2017

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q
1																	
2									Nov 17		Budget		Jul - Nov 17		YTD Budget		Annual Budget
106								Total Dues and Subscriptions	0.00		0.00		396.00		1,200.00		1,200.00
107								Insurance	0.00		0.00		6,820.00		6,600.00		6,600.00
108								Legal Advertising	0.00		166.67		0.00		833.31		2,000.00
109								Mayoral Reimbursement	0.00		41.67		0.00		208.31		500.00
110								Miscellaneous	20.00		208.33		20.00		1,041.69		2,500.00
111								Professional Fees									
112								Accounting	3,881.13		0.00		3,881.13		7,500.00		7,500.00
113								Legal Fees	0.00		1,666.67		0.00		8,333.31		20,000.00
114								Total Professional Fees	3,881.13		1,666.67		3,881.13		15,833.31		27,500.00
115								Rent									
116								Ayre Square Rental	0.00		0.00		613.43		1,400.00		1,400.00
117								Railroad Siding Rental	1,579.12		0.00		1,679.12		1,700.00		1,700.00
118								Total Rent	1,579.12		0.00		2,292.55		3,100.00		3,100.00
119								Town Assoc of Northern Va Event	0.00		0.00		0.00		600.00		600.00
120								Town Facilities									
121								Ayre Square Maintenance	0.00		41.67		0.00		208.31		500.00
122								Pink House Expenses									
123								Pink House Maintenance	0.00		1,250.00		45.61		6,250.00		15,000.00
124								Pink House Repairs	0.00		0.00		0.00		0.00		0.00
125								Total Pink House Expenses	0.00		1,250.00		45.61		6,250.00		15,000.00
126								Town Handyman - 1099 vendor	0.00		333.33		0.00		1,666.69		4,000.00
127								Total Town Facilities	0.00		1,625.00		45.61		8,125.00		19,500.00
128								Town Government									
129								Architectural Review Board	0.00		25.00		0.00		125.00		300.00
130								Beautification Comm.									
131								Banner Replacement	0.00		0.00		0.00		3,000.00		3,000.00
132								Christmas Tree Lighting Event	0.00		0.00		0.00		0.00		1,000.00
133								Flower Receptacles	233.11		0.00		233.11		800.00		800.00
134								Railroad Siding Boxes-plantings	0.00		0.00		0.00		1,000.00		1,000.00
135								Total Beautification Comm.	233.11		0.00		233.11		4,800.00		5,800.00
136								Planning Commission									
137								Consulting-Capital/Town & Zng	0.00		250.00		0.00		1,250.00		3,000.00
138								General Admin Costs	0.00		50.00		135.60		250.00		600.00
139								General Consulting	0.00		250.00		1,500.00		1,250.00		3,000.00
140								PC Hearings, Ads and copies	0.00		100.00		0.00		500.00		1,200.00
141								Total Planning Commission	0.00		650.00		1,635.60		3,250.00		7,800.00
142								Town Committees Expense									
143								Clifton Business Coalition Exp									
144								Commercial Directional Signs	0.00		0.00		0.00		1,500.00		1,500.00
145								Celebrate Clifton Gala	0.00		0.00		0.00		1,000.00		1,000.00
146								Welcome Ctr- Walking Tour Pampl	0.00		0.00		0.00		500.00		500.00
147								Winter Holidays	0.00		0.00		0.00		0.00		0.00
148								Total Clifton Business Coalition Exp	0.00		0.00		0.00		3,000.00		3,000.00
149								Communication Committee									
150								Town email system	0.00		0.00		0.00		800.00		800.00
151								Web Server Maint & Domain Subsc	26.95		0.00		50.85		600.00		600.00
152								Web site updating & config	0.00		0.00		715.00		2,500.00		2,500.00
153								Total Communication Committee	26.95		0.00		765.85		3,900.00		3,900.00
154								Council for the Arts Committee									
155								Clifton Film Festival Exp	660.00		0.00		1,765.83		3,000.00		3,000.00
156								Audio/Video Equipment Expenses	0.00		0.00		0.00		2,150.00		2,150.00
157								Calendar Expense	0.00		0.00		0.00		0.00		0.00

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1																	
2									Nov 17		Budget		Jul - Nov 17		YTD Budget		Annual Budget
158								Community Arts Events-CGT exp	0.00		125.00		0.00		625.00		1,500.00
159								Annual Summer Play Event	0.00		0.00		0.00		0.00		0.00
160								Total Council for the Arts Committee	660.00		125.00		1,765.83		5,775.00		6,650.00
161								Environmental Comm									
162								Environmental Event Expense	0.00		0.00		125.00		250.00		250.00
163								Environmental Comm - Other	21.97		0.00		21.97		250.00		250.00
164								Total Environmental Comm	21.97		0.00		146.97		500.00		500.00
165								Historic Preservation Comm Exp									
166								Historic Town Documents exp	0.00		0.00		0.00		250.00		250.00
167								Civil War Walking Tour Pamphlet	0.00		0.00		0.00		500.00		500.00
168								Historic Events	0.00		0.00		0.00		1,000.00		1,000.00
169								Town Museum	0.00		0.00		0.00		1,000.00		1,000.00
170								Total Historic Preservation Comm Exp	0.00		0.00		0.00		2,750.00		2,750.00
171								Homes Tour Committee	842.00		0.00		842.00		0.00		2,500.00
172								Sunshine Committe									
173								Easter Egg Hunt Expense	0.00		0.00		0.00		0.00		250.00
174								Welcome Baskets & Sympathy	0.00		41.67		0.00		208.31		500.00
175								Total Sunshine Committe	0.00		41.67		0.00		208.31		750.00
176								Town Parks Committee Exp									
177								Gazebo Garden Refurbishment	0.00		0.00		0.00		0.00		0.00
178								Landscape/Ground Maint expense	386.19		354.17		2,332.19		1,770.81		4,250.00
179								Fall Zone Mulching	0.00		0.00		2,450.00		2,500.00		2,500.00
180								Parks Mgt Fee	0.00		0.00		56.25		50.00		50.00
181								Playground Equip. Maintenance	0.00		0.00		688.46		1,000.00		1,000.00
182								Tree Trimming & Replacement	0.00		0.00		0.00		5,000.00		5,000.00
183								Total Town Parks Committee Exp	386.19		354.17		5,526.90		10,320.81		12,800.00
184								Traffic, Parking & Safety Comm	0.00		0.00		0.00		500.00		500.00
185								Total Town Committees Expense	1,937.11		520.84		9,047.55		26,954.12		33,350.00
186								Total Town Government	2,170.22		1,195.84		10,916.26		35,129.12		47,250.00
187								Town Services									
188								Recepticle Trash Maintenance	0.00		0.00		0.00		0.00		0.00
189								Elections	0.00				0.00				1,000.00
190								Grass Mowing	750.00		0.00		2,700.00		6,050.00		6,050.00
191								Town Park Lawn Maintenance	0.00		0.00		0.00		5,000.00		5,000.00
192								Trash Collection	229.65		308.33		1,058.25		1,541.69		3,700.00
193								Utilities									
194								Gas and Electric	53.55		83.33		272.32		416.69		1,000.00
195								Total Utilities	53.55		83.33		272.32		416.69		1,000.00
196								Total Town Services	1,033.20		391.66		4,030.57		13,008.38		16,750.00
197								Total Contractual	9,276.91		7,066.69		41,302.88		104,533.17		158,750.00
198								Haunted Trail Expenses	3,244.25		0.00		8,244.25		15,000.00		15,000.00
199								OTHER - TC approval req'd +\$500	0.00		625.00		0.00		3,125.00		7,500.00
200								Payroll Expenses									
201								Gross Wages									
202								Assistant Project Manager	333.34		333.33		1,666.70		1,666.69		4,000.00
203								Community Hall Manager	0.00		0.00		0.00		0.00		0.00
204								Town Clerk (Administrative)	1,166.66		1,166.67		5,833.30		5,833.31		14,000.00
205								Town Manager	0.00		833.33		0.00		4,166.69		10,000.00
206								Town Treasurer	1,666.66		1,666.67		8,333.30		8,333.31		20,000.00
207								Zoning Clerk	500.00		500.00		2,500.00		2,500.00		6,000.00
208								Employee Incentives	0.00		166.67		0.00		833.31		2,000.00

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209					Total Gross Wages				3,666.66		4,666.67		18,333.30		23,333.31		56,000.00
210					Payroll Taxes												
211						FICA			0.00				682.02				
212						Medicare			0.00				159.48				
213						Payroll Taxes - Other			0.00		357.00		0.00		1,785.00		4,284.00
214					Total Payroll Taxes				0.00		357.00		841.50		1,785.00		4,284.00
215					Total Payroll Expenses				3,666.66		5,023.67		19,174.80		25,118.31		60,284.00
216			Total Expense						24,313.34		13,213.70		83,260.40		1,261,268.10		1,358,514.00
217	Net Income								7,766.94		56,602.97		31,973.81		(824,920.79)		(383,000.00)

PLANNING COMMISSION REPORT November 28, 2017

**Present: Kathy Kalinowski, Terry Winkowski, Susan Yantis, Jennifer Heilmann,
Mac Arnold; Absent: Michelle Stein, Patrick Pline**

1. Recommend approval of a use permit application for Horse Hippie, a retail store located at 7144 Main Street, for which the Town Council in November, 2017, granted a temporary permit until all paperwork could be assembled and reviewed at the November Planning Commission meeting. That recommendation includes approval for hours of 11 AM to 7 PM Sunday through Saturday, and the allocation of four (4) parking spaces, with no more than two employees on premises at any one time.
2. Recommend approval of a use permit application for Karen Paris, a real estate office, presently located at 7145 Main Street Suite 1D (450 sq. ft.) into Suite 1 C (450 sq. ft.), which is to be renamed Suite 1 D (former Suite 1D having been incorporated into the kitchen at Trattoria Villagio by previous Council action at the November 2017 meeting). Hours are to be 9AM to 9 PM Sunday through Saturday with the continued allocation of two parking spaces.
3. The Planning Commission discussed a proposal put forth by David Poll, attorney for 12633 Chapel Road, LLC, of boundary line adjustment between the lot at that location and the lot owned by Peter Noonan wherein 12633 Chapel Road LLC would transfer 4,562 square feet to the Noonan lot which is presently 6,849 sq.ft. Under the present subdivision ordinance of the Town, such transfer is prohibited since it increases a lot by more than 25%. After discussion of the fact that the Noonan well is on the lot owned by 12633 Chapel Road LLC, that the Noonan lot is significantly smaller than the previous minimum lot size in Clifton of 10,000 sq.ft. (prior to the change to a 5 acre minimum lot size); and that the present Code of Virginia and Fairfax Code requires that a well be on the same lot as the principal use, the Planning Commission will review the present ordinance and recommend any changes necessary to allow and encourage conformance to current County and State law and to allow reasonable increase in lot size, especially for very small lots under 10,000 square feet.
4. At the last Town Council meeting the Planning Commission was authorized to send Trummer's On Main a letter regarding its outdoor event of November 5 with outdoor amplified music and the closing off of its parking area. Attached is a copy of the letter sent certified mail.
5. Due to the upcoming holidays, the next Planning Commission meeting will be held on December 19, 2017.

1. THE PROPERTIES SHOWN HEREON ARE IDENTIFIED AS FAIRFAX COUNTY TAX MAPS: 0754-02-0077 AND 0754-02-0078 ARE ZONED RD (RESIDENTIAL DISTRICT).
2. THE PROPERTIES SHOWN HEREON ARE NOW IN THE NAMES OF PETER J. NOONAN AS RECORDED IN DEED BOOK 23250, PAGE 0492 AND 12633 CHAPEL ROAD, LLC AS RECORDED IN DEED BOOK 24266, PAGE 1724. BOTH AMONG THE LAND RECORDS OF FAIRFAX COUNTY, VIRGINIA.
3. THE PROPERTIES SHOWN HEREON ARE SUBJECT TO ALL COVENANTS OF RECORD. THE PLAT PREPARER HAS BEEN PROVIDED A CURRENT TITLE REPORT AND THUS CANNOT STATE AS TO THE EXISTENCE OF ALL EASEMENTS, COVENANTS, AND RESTRICTIONS THAT MAY EXIST ON THE SUBJECT PROPERTIES.
4. THE PREVIOUSLY RECORDED RIGHTS-OF-WAY, EASEMENTS, OR OTHER INTEREST OF THE COUNTY REMAIN IN FULL FORCE AND EFFECT UNLESS SHOWN OTHERWISE ON THIS PLAT.
5. PROPOSED INGRESS-EGRESS EASEMENT SHOWN HEREON IS FOR THE BENEFIT OF TAX MAP 0754-02-0078 SHALL BE PRIVATELY OWNED AND MAINTAINED. OWNERS OF THE LOTS UTILIZING SAID DRIVEWAY AUTOMATICALLY ASSUME THE OBLIGATION FOR MAINTENANCE OF THE DRIVEWAY. WHICH OBLIGATION IS A CONDITION OF THEIR OWNERSHIP OF THE PROPERTY AND WHICH RUNS WITH THE LAND.
7. THIS PLAT COMPLIES FULLY WITH THE AMENDMENT OF CHAPTER 118 (CHESAPEAKE BAY PRESERVATION ORDINANCE) OF THE CODE OF THE COUNTY OF FAIRFAX, EFFECTIVE 11/18/03 AND AS AMENDED JULY 12, 2005.

THE PLATTING OR DEDICATION OF LAND SHOWN ON THIS PLAT AND DESCRIBED IN THE
SURVEYOR'S CERTIFICATE IS WITH THE FREE CONSENT AND IN ACCORDANCE WITH THE DESIRES
OF THE UNDERSIGNED OWNERS:

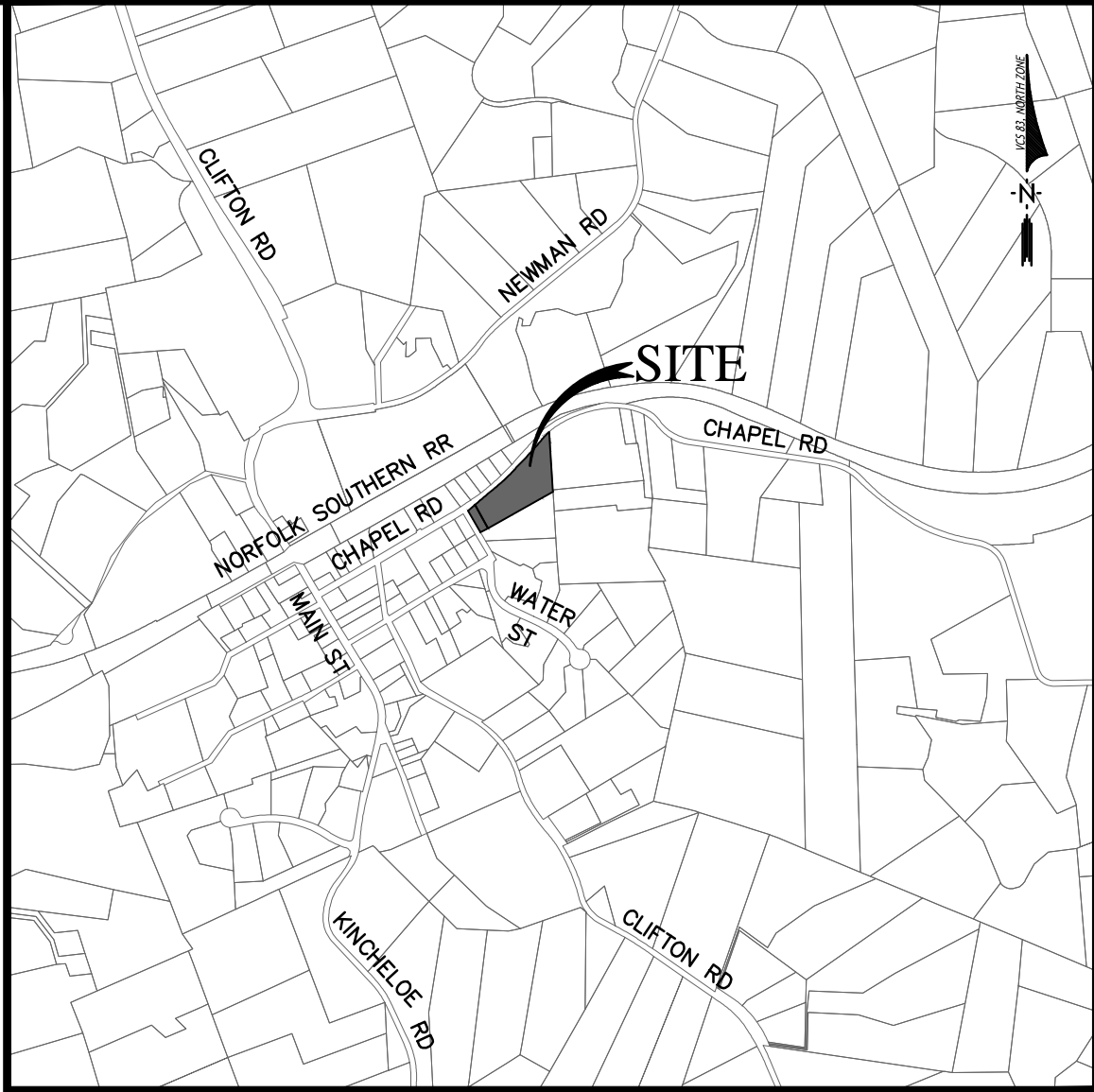
NAME, TITLE	DATE
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THE PLATTING OR DEDICATION OF LAND SHOWN ON THIS PLAT AND DESCRIBED IN THE SURVEYOR'S CERTIFICATE IS WITH THE FREE CONSENT AND IN ACCORDANCE WITH THE DESIRES OF THE UNDERSIGNED OWNERS:

NAME, TITLE	DATE
-------------	------

AREAS BEFORE BOUNDARY LINE ADJUSTMENT	
T.M. 0754-02-0077:(OLD)	6,849 S.F. OR 0.15724 AC.
T.M. 0754-02-0078:(OLD)	97,614 S.F. OR 2.24090 AC.
TOTAL:	104,463 S.F. OR 2.39814 AC.

T.M. 0754-02-0077:(NEW)	11,411 S.F. OR 0.26197 AC.
T.M. 0754-02-0078:(NEW)	93,052 S.F. OR 2.13617 AC.
TOTAL:	104,463 S.F. OR 2.39814 AC.



SCALE: 1"=1,000'

J2 Engineers, Inc.
602 S. King Street, Suite 100
Leesburg, VA 20175
(O) 571.291.9167
(F) 571.291.9365
www.j2engineers.com

[illegible]

PLAT SHOWING
BOUNDARY LINE ADJUSTMENT
ON
PETER J. NOONAN
D.B. 23250, PG. 0492
AND
12633 CHAPEL ROAD, LLC
D.B. 24266, PG. 1724
SPRINGFIELD TOWN OF CLIFTON DISTRICT
OF CLIFTON, VIRGINIA & FAIRFAX COUNTY, VIRGINIA

PROJECT PC1701.3000 Boundary Line Adjustment

DATE AUGUST 10, 2017

DRAWING SCALE AS NOTED

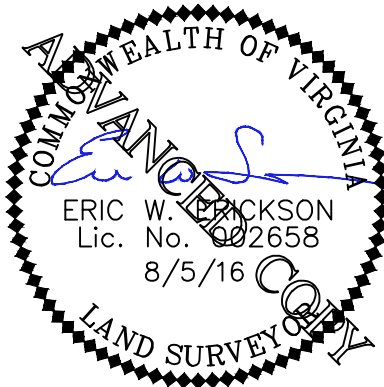
DRAWN BY SBN

APPROVED BY _____

SHEET 1 OF 2

I, ERIC W. ERICKSON, A DULY LICENSED LAND SURVEYOR IN THE COMMONWEALTH OF VIRGINIA, DO HEREBY CERTIFY THAT THE PROPERTIES SHOWN HEREON ARE NOW IN THE NAMES OF PETER J. NOONAN AS RECORDED IN DEED BOOK 23250, PAGE 0492 AND 12633 CHAPEL ROAD, LLC AS RECORDED IN DEED BOOK 24266, PAGE 1724, BOTH AMONG THE LAND RECORDS OF FAIRFAX COUNTY, VIRGINIA.

I FURTHER CERTIFY THE LAND SHOWN ON THIS PLAT LIES ENTIRELY WITHIN THE BOUNDS OF THE ORIGINAL TRACT, THAT THIS PLAT REPRESENTS AN ACCURATE REPRESENTATION OF THE SAME.



NOT FOR RECORDATION

THIS APPROVAL IS NOT A
COMMITMENT TO PROVIDE
PUBLIC SANITARY SEWER

APPROVED
COUNTY OF FAIRFAX
OFFICE OF BUILDING CODE SERVICES
PERMITS DIVISION-SITE PERMITS SECTION
STREET ADDRESS FUNCTION

BY _____

DATE _____

DEPARTMENT OF PUBLIC WORKS
AND ENVIRONMENTAL SERVICES
OFFICE OF SITE DEVELOPMENT SERVICES
FAIRFAX, VIRGINIA

All street locations and/or easements conform to the requirements of this office and the necessary agreements or bonds have been received.

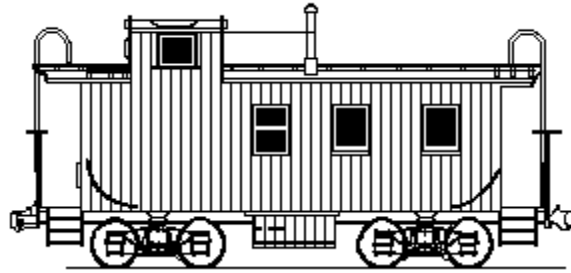
By _____ Date _____

<div>FINAL PLAT</div> <div>RECOMMENDED FOR APPROVAL FAIRFAX COUNTY SITE REVIEW BRANCH CHIEF</div>	
DATE	BY _____ AGENT
<div>APPROVED</div> <div>FOR</div> <div>BOARD OF SUPERVISORS FAIRFAX COUNTY, VIRGINIA</div>	
DATE	BY _____ Director, Public Works & Environmental Services or Agent
APPROVAL VOID IF PLAT IS NOT OFFERED FOR RECORD ON OR BEFORE _____	

APPROVED
COUNTY OF FAIRFAX
OFFICE OF SITE DEVELOPEMENT SERVICES
SANITARY SEWER SECTION

BY _____

DATE _____



TOWN OF CLIFTON PLANNING COMMISSION
P.O. Box 126
CLIFTON, VIRGINIA 20124

November 16, 2017

BY CERTIFIED MAIL

Trummer's On Main
7134 Main Street
Clifton, VA 20124
Attn: Victoria Trummer

Dear Ms. Trummer:

On November 5, 2017, your restaurant held an outdoor event which included outdoor amplified live music for the afternoon as well as closing off parking for one of your parking lots at the restaurant, which resulted in most if not all of the available parking at the Acacia Lodge, at 7137 Main Street, and in the floodplain being utilized for your event. Please be reminded that the use permit authorized by the Town Council at the July 1, 2008 meeting did not authorize parking off site at those locations and specifically stated that no external music was to be allowed.

You may have noticed that with the advent of more businesses in Town, sufficient parking for customers of those many businesses has become even scarcer, and that even a one day event that closes off part of your parking can have a ripple effect on parking throughout the Town. The Town has also in the last two years reviewed the issue of outdoor music at other venues in town and decided against authorizing outdoor music for those venues, due to the close proximity of both residential and commercial uses in town, among other reasons. If you determine that you wish to hold any additional such outdoor events or wish to make other changes to your existing use permit, please submit a new special use permit application to the Town, so that those changes can be reviewed and discussed by the Planning Commission and Town Council, including as necessary a public hearing, prior to any decision.

We would welcome you to discuss this matter, at the next Planning Commission meeting or Town Council meeting (the date will be listed on the Town website), if you would like. For your convenience, I have enclosed a copy of the minutes of the Town Council meeting authorizing your use permit.

Sincerely,

A handwritten signature in blue ink that reads "Katherine H. Kalinowski". The signature is written in a cursive style with a large initial 'K'.

Katherine Kalinowski
Chairman,
Town of Clifton Planning Commission

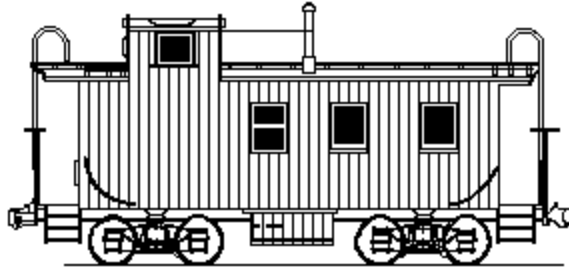
FIRST ANNUAL - NOVEMBER 10-12, 2017

Clifton Film
Celebration!

CELEBRATING INDEPENDENT FILM IN HISTORIC CLIFTON, VA

Profit & Loss Report

	IN	OUT	
Sponsors & Donations	\$2,350.00		
Town Advance Funds	\$1,000.00		
Total T&M Sales	\$3,296.26		
Submissions	\$1,069.50		
Bar Sales	\$264.00		
Bar Costs		\$152.59	
Marketing & Setup		\$978.55	
Sub Platform Fees		\$90.95	
Payment Proc. Fees		\$242.11	
T-Shirts		\$660.00	
Printing		\$614.86	
Concessions		\$113.41	
Premium Awards		\$162.55	
Shipping		\$218.51	
Licences & Permits		\$135.00	
Step & Repeat Setup		\$235.00	
Payments to Town		\$1,000.00	
	IN	OUT	NET PROFIT
Totals	\$7,979.76	\$4,603.53	\$3,376.23



**CLIFTON TOWN COUNCIL MEETING
TUESDAY, DECEMBER 5, 2017, 7:30 PM
CLIFTON TOWN MEETING HALL
12641 CHAPEL ROAD
CLIFTON, VA 20124**

Order of Business:

1. Report of the Town Clerk:
 - a. Reading of the Minutes (previous regular meetings and any special meetings).
2. Report of the Treasurer.
3. Citizen's Remarks - Suggestions or complaints of citizens and taxpayers, and other persons authorized by the Mayor to address the Council.

Each person wishing to address the Council shall, when recognized by the Mayor:

 - (i) Give her name and address;
 - (ii) Direct her remarks to the Council and not to other citizens present;
 - (iii) Be limited to one period of not over five (5) minutes, unless granted additional time by unanimous consent of the Council.

Priority shall be given to persons who have signified to the Clerk their desire to address the Council.
4. Unfinished Business:
 - a. Update on Unapproved Signs and Sign Code Violations.
5. Reports of Special Committees.
6. Reports of Standing Committees:
 - a. Planning Commission.
 - b. Architectural Review Board.
 - c. Other Committees.
 - i. Recap of First "Clifton Film Celebration!"
7. New Business:
 - a. Resident Initiative to Establish a Neighborhood Watch.
8. Adjournment.