

**CLIFTON TOWN COUNCIL MEETING
TUESDAY, JULY 3, 2018, 7:30 PM
CLIFTON TOWN MEETING HALL
12641 CHAPEL ROAD
CLIFTON, VA 20124**

Present: Mayor Bill Hollaway, Councilmember Steve Effros, Councilmember Chase Hinderstein, Councilmember Regan McDonald, Councilmember Melissa Milne, Councilmember Darrell Poe.

Staff: Marilyn Barton, Town Treasurer; Amanda Christman, Town Clerk.

The Regular Meeting was called to order by Mayor Hollaway at 7:32 PM.

Order of Business:

1. Report of the Town Clerk:

- a. Approval of the Minutes (previous regular meetings and any special meetings).
- **Councilmember Poe moved to approve the June 5, 2018 Minutes as presented, seconded by Mayor Hollaway. The motion was approved by poll vote, 6-0.**

2. Report of the Treasurer.

See attached report.

- **Mayor Hollaway moved to pass a resolution appointing Councilmember Milne to be the second Town Council signer for the Town's checks and disbursements, seconded by Councilmember Effros. The motion was approved by poll vote, 6-0.**
- **Councilmember Effros moved to establish a Finance Committee and add it to the list of ad hoc committees on the Town roster and add Councilmember Milne, Councilmember Hinderstein and the Town Treasurer as its original members, seconded by Mayor Hollaway. The motion was approved by poll vote, 6-0.**
- **Mayor Hollaway moved to approve the Treasurer's report as presented, seconded by Councilmember Poe. The motion was approved by poll vote, 6-0.**

3. Citizen's Remarks.

Robert Ihrig, 12702 Chapel Road: reported that the Town parking lot behind his property is filling up with trash and litter, particularly cigarette butts from the employees of nearby businesses. He would like the Town to take corrective actions. He wondered if an ordinance could be passed to ban smoking in the business district. He anticipated that the repaving of the Town lot will be needed in approximately ten years and hoped that a future budget will reflect that.

Several residents pointed out that many trash cans around Town, particularly in the business district, aren't being emptied often enough. They suggested that the businesses receive a letter asking them to keep their properties free of trash. Another recommendation was that

someone should be hired to pick up trash on a regular basis. Kathy Kalinowski volunteered to work with Robert Ihrig to draft a proposed trash management plan to include a draft letter to businesses. Jennifer Heilmann agreed to contact the Art Guild regarding the frequency of trash bin emptying, given that there is an existing agreement between the Town and the Guild regarding trash pick-up.

4. Unfinished Business:

a. Discussion of Town Code Violations – Update.

Chestnut Street: Councilmember Poe reported that a plat for the property has yet to be located. A request was made that the Clerk write a letter to the property owner, the individual with power of attorney and the tenants, asking for a plat. The letter should state that fines may be levied if the property is not brought into compliance.

Main Street: Councilmember McDonald will consult with Royce Jarrendt on whether the storage structure being built to enclose the shipping container matches the plans that were approved by the ARB.

5. Reports of Special Committees.

None.

6. Reports of Standing Committees:

a. Planning Commission.

See attached email regarding CBA barn Use Permit application.

i. Discussion of Proposed Ordinance Changes regarding Lot Line Adjustments.

Kathy Kalinowski reported that the proposed ordinance changes will be reviewed at the next meeting when the Planning Commission has a quorum.

b. Architectural Review Board.

No report.

c. Other Committees:

i. Streetscape Committee: Streetscape Project Phase 2 – Authorization to Proceed with Engineering Site Plan for Submission to VDOT.

The Special Projects Committee requested authorization to proceed to the 60% designs for the current Main Street enhancement project.

- **Councilmember McDonald moved to approve the Resolution authorizing the request, seconded by Councilmember Poe. The motion was approved by roll-call: Hinderstein: Aye; McDonald: Aye; Milne: Aye; Hollaway: Aye; Effros: Aye; Poe: Aye.**

Mayor Hollaway noted that the loading space requirement on the Clifton General Store needs to be amended in order for the right-of-way easement to be granted in that location.

7. New Business:

a. Appointments:

i. Board of Zoning Appeals Appointments – New Member and Chair.

- **Mayor Hollaway moved to recommend that Michael Anton be appointed to assume the remainder of Steve Effros's term on the BZA, seconded by Councilmember Hinderstein. The motion was approved by poll vote, 6-0.**

It was announced that current BZA member Brant Baber has agreed to Chair the Board.

ii. Committee Appointments for New Council Members – Planning Commission, Cigarette Tax Board, VML Insurance, Signature Authority.

- **Mayor Hollaway moved to appoint Councilmember Milne to be the Town Council Representative on the Planning Commission, seconded by Councilmember Poe. The motion was approved by poll vote, 6-0.**
- **Mayor Hollaway moved to appoint Councilmember Milne to serve as liaison to the VML and Council Representative on the Cigarette Tax Board, seconded by Councilmember Effros. The motion was approved by poll vote, 6-0.**
- **Mayor Hollaway moved to renew the terms for the Town Council Representative on the Planning Commission, the liaison to the VML and the membership on the Cigarette Tax Board, to expire on June 30, 2020, seconded by Councilmember Poe. The motion was approved by poll vote, 6-0.**

iii. Update Committees, Boards, and Commissions Generally.

- **Mayor Hollaway moved to reappoint all current ARB members to new terms ending June 30, 2020, seconded by Councilmember Hinderstein. The motion was approved by poll vote, 6-0.**
- **Mayor Hollaway moved to reappoint Susan Yantis, Michelle Stein and Mac Arnold to the Planning Commission for new two-year terms, seconded by Councilmember Poe. The motion was approved by poll vote, 6-0.**
- **Mayor Hollaway moved to appoint Councilmember Hinderstein to serve as Town Council Representative on the Town Parks Manager Committee, seconded by Councilmember Poe. The motion was approved by poll vote, 6-0.**
- **Mayor Hollaway moved to approve all continuing members and extend their terms to June 30, 2020 for the following ad-hoc Committees: Special Projects, Noise, Communication, Trails, Haunted Trails, Homes Tour, Parks, Arts, Historic Preservation, Traffic, Parking, and Sunshine, seconded by Councilmember Effros. The motion was approved by poll vote, 6-0.**
- **Mayor Hollaway moved to appoint Councilmember McDonald as the Town Council Representative on the Committee on the Environment, seconded by Councilmember Poe. The motion was approved by poll vote, 6-0.**
- **Mayor Hollaway moved to appoint Councilmember Effros to be Council Representative on the Business Coalition and to add Councilmember Poe as a member, seconded by Councilmember Effros. The motion was approved by poll vote, 6-0.**
- **Mayor Hollaway moved to renew the terms for Town officials to end June 30, 2020, seconded by Councilmember Milne. The motion was approved by poll vote, 6-0.**
- **Mayor Hollaway moved to appoint Councilmember Poe to serve as Fire Department Liaison for a term ending June 30, 2020, seconded by Councilmember Hinderstein. The motion was approved by poll vote, 6-0.**
- **Councilmember Poe moved to appoint Councilmember Steve Effros to serve as Vice Mayor of the Town Council, seconded by Councilmember Milne. The motion was approved by poll vote, 5-0-1 (Vice Mayor Effros abstained).**

b. Floodplain Park Bridge Replacement Project.

A request to replace the bridge with a more expensive design has been received by the Council, although there were doubts about whether the location needs a replacement bridge with a significantly higher cost. Michelle Stein will follow up with Rick Peterson on the scope and cost of the project.

Councilmember McDonald will research the feasibility of and best timing to apply for a trail improvement matching grant for the trail that connects Clifton Elementary School to Main Street.

Councilmember Hinderstein will look into re-painting the fence alongside the bridge of Popes Head Creek.

8. Adjournment.

- **Vice Mayor Effros moved to adjourn, seconded by Councilmember Milne. The motion was approved by poll vote, 6-0.**

The Meeting was adjourned at 9:22 PM.



Amanda Christman <cliftonclerkva@gmail.com>

July 2, 2018 Town Council Meeting - Preliminary Treasurer's Report for period ended 06/30/18

1 message

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

Mon, Jul 2, 2018 at 11:22 PM

To: "William R. Hollaway, Ph.D." <WHollaway77@gmail.com>, mcdonald.regan@gmail.com, Melissa Milne <Melissa.milne9@gmail.com>, darrell.poe@gmail.com, Steve Effros <Steve@effros.com>, chasehinderstein@gmail.com
Cc: cliftonclerkva@gmail.com, "Barton, Marilyn" <mbarton@comres.org>

Hello everyone,

Attached are the **Preliminary Financial Reports for the period ended June 30, 2018**. The Financial Reports include:

- The Summary of **Cash Balances Report as of June 30, 2018** reflects total funds of **\$1,189,957.24**. *See the detailed Cash Balance Report.*
- **Profit & Loss Summary by Fund** for period ended 06/30/2018. **Highlights of June** transactions are noted on this summary report. The main items for the month include:

NOTES: *This is a PRELIMINARY Financial Report for the period ended 6/30/18. Additional accruals of Income and Expenses will be accrued as received.*

- 1 Committee Fundraising: June activity reflects 75.00 from the Council of the Arts & \$120.50 for the Film Festival.
- 2 Community Hall Revenues reflect receipts through May which were turned in this month.
- 3 Taxes & Permits - June includes a replacement check issued by Cox Enterprises to the Town of Clifton which was never received. The revenue amount is \$7,172 which has been posted as BPOL revenue. Further inquiry is being made to clarify this. (See the supplemental Taxes & Permits Detail schedule.).
- 4 Contractual Expenses - The primary expenses for June include the Clifton Celebration in honor of Wayne Nickum @ \$2,786, \$3,250 for auditing fees and \$375 for additional legal fees.
- 5 CIF Expenses include 2,741 for FY17 Paving services by K2 which were invoiced at the end of June, and \$ 2,805 for J2Engineering for the Streetscape project. (See the June CIF Expenses Detail Schedule.)

- **Supplemental Detail Reports are provided as follows:**

- **Taxes & Permits Revenue for June**
- **CIF Expenses for June**
- **Profit & Loss Detail Export** Report for period ended 06/30/2018. 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.

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



2018 06 30 Financial Statements.xlsx

106K

Town of Clifton
Cash Balances Report

	6/30/2018	<u>Bank Rates Effective March 19, 2018</u>		<u>Negotiated Increases</u>
ASSETS		CD Term	Maturity Date	APR %
Current Assets				
Checking/Savings				
John Marshall Bank CDs	303,213.63	1 yr	7/31/2018	1.17%
John Marshall Bank CDs	210,919.98	18 months	9/19/2019	1.56% Up from 1.19% @ 3/19/18
C.D. - United Bank 1	100,504.11	2 yrs	3/19/2020	2.00% Up from 1.19% @ 3/19/18 J.Marshall Bank
C.D. - United Bank 2	100,504.11	2 yrs	3/19/2020	2.00% Up from 1.19% @ 3/19/18 J.Marshall Bank
C.D. - United Bank 3	100,504.11	2 yrs	3/19/2020	2.00% Up from 1.19% @ 3/19/18 J.Marshall Bank
C.D. - United Bank 4	100,504.11	2 yrs	3/19/2020	2.00% Up from 1.19% @ 3/19/18 J.Marshall Bank
United Bank - Events Acct	100.00			
Checking-United Bank	16,398.82	Min Bal \$2,500	"Chairman's Club"	0.10%
Investments-LGIP	938.52			
Money Market Savings-United	251,967.02		July 2017 negotiated rate	0.20% This is being reviewed for potential increase
Security Deposit - United Bank	4,402.83			
Total Checking/Savings	1,189,957.24			

NOTE: The Treasurer worked with both of the Town's Banks to secure the best investment return.

Town of Clifton
Profit & Loss Budget Performance
June 2018

	Jun 18	Budget	Jul '17 - Jun 18	YTD Budget	Annual Budget
Income					
State Funding	0.00		10,000.00	10,000.00	10,000.00
Clifton Public Parking Rental	0.00	0.00	0.00	450.00	450.00
1 Committees Fundraising	195.50	166.67	15,028.66	18,200.00	18,200.00
2 Community Hall Revenues	384.36	500.00	7,350.63	6,000.00	6,000.00
Haunted Trail Event	0.00		49,790.53	30,000.00	30,000.00
Interest Income	1,003.94	1,166.67	12,173.89	14,000.00	14,000.00
Other Income	0.00		0.00	26,364.00	26,364.00
PC - Reimbursements	0.00		2,337.50		
Pink House Rental	2,900.00	3,400.00	35,100.00	40,800.00	40,800.00
3 Tax and Permits Revenue	11,189.64	3,958.33	103,142.69	102,200.00	102,200.00
Total Income	15,673.44	9,191.67	234,923.90	248,014.00	248,014.00
Gross Profit	15,673.44	9,191.67	234,923.90	248,014.00	248,014.00
Expense					
Citizens' Recognition Expense	0.00	62.50	0.00	750.00	750.00
Bank Service Charges	25.00		45.00		
Commodities	204.98	435.84	1,643.69	5,730.00	5,730.00
4 Contractual	9,694.13	7,066.69	79,731.65	158,750.00	158,750.00
Haunted Trail Expenses	0.00		12,632.90	15,000.00	15,000.00
OTHER - TC approval req'd +\$500	0.00	625.00	0.00	7,500.00	7,500.00
Payroll Expenses	4,666.66	5,023.67	51,524.42	60,284.00	60,284.00
Reconciliation Discrepancies	(0.01)		(0.01)		
Total Expense	14,590.76	13,213.70	145,577.65	248,014.00	248,014.00
Net Income	1,082.68	(4,022.03)	89,346.25	0.00	0.00
CIF FUNDS:					
CIF Income					
CIF - Capital Improvements Fund	0.00	60,625.00	17,262.58	727,500.00	727,500.00
CIF Expenses					
5 CIF Expenses	5,545.47		59,618.78	1,110,500.00	1,110,500.00
Net Income - CIF Funds	(5,545.47)	60,625.00	(42,356.20)	(383,000.00)	(383,000.00)
Consolidated Net Income	(4,462.79)	56,602.97	46,990.05	(383,000.00)	(383,000.00)

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2 Community Hall Revenues reflect receipts through May which were turned in this month.

3 Taxes & Permits - June includes a replacement check issued by Cox Enterprises to the Town of Clifton which was never received. The revenue amount is \$7,172 which has been posted as BPOL revenue. Further inquiry is being made to clarify this. (See the supplemental Taxes & Permits Detail schedule.).

4 Contractual Expenses - The primary expenses for June include the Clifton Celebration in honor of Wayne Nickum @ \$2,786, \$3,250 for auditing fees and \$375 for additional legal fees.

5 CIF Expenses include 2,741 for FY17 Paving services by K2 which were invoiced at the end of June, and \$ 2,805 for J2Engineering for the Streetscape project. (See the June CIF Expenses Detail Schedule.)

Town of Clifton
Transaction Detail By Account
June 2018

	Type	Date	Num	Name	Memo	Class	Clr	Amount	Balance
Tax and Permits Revenue									
ARB Permits									
	Invoice	06/29/2018	118	Clifton Betterment Association	ARB Application - Town Barn	ARB		250.00	250.00
Total ARB Permits								250.00	250.00
BPOL tax									
	Sales Receipt	06/07/2018	00-4445	The Coticelli Group, LLC	BPOL - Professional Service - balance due 2018	BPOL		281.02	281.02
	Sales Receipt	06/29/2018	00-4446	Cox Enterprises	BPOL - Telephone service - Cox replacement of lost c	BPOL		7,171.61	7,452.63
Total BPOL tax								7,452.63	7,452.63
Cigarette Tax									
	Deposit	06/29/2018		NVCTB	June 2018 Cigarette Tax	Local		240.38	240.38
Total Cigarette Tax								240.38	240.38
Communications Sales Tax -Va									
	Deposit	06/20/2018		cOMmonwealth of Va.	EDI T 80820565	State		425.47	425.47
Total Communications Sales Tax -Va								425.47	425.47
Sales Tax									
	Deposit	06/20/2018		County of Fairfax	Sales Tax - April 2018	Local		2,671.16	2,671.16
Total Sales Tax								2,671.16	2,671.16
Use Permits									
	Sales Receipt	06/29/2018	00-4447	Wheelhouse	Use Permit - Wheelhouse	Planning Comm		75.00	75.00
	Sales Receipt	06/29/2018	00-4453	Clifton Betterment Association	Use Permit - Town Barn	Planning Comm		75.00	150.00
Total Use Permits								150.00	150.00
Total Tax and Permits Revenue								11,189.64	11,189.64
TOTAL								11,189.64	11,189.64

Town of Clifton
Transaction Detail By Account
June 2018

	Type	Date	Num	Name	Memo	Class	Clr	Amount	Balance
CIF Expenses									
RR Siding Parking Facility									
	Check	06/26/2018	7542	K2 Contracting Group, LLC	Inv # 214952 - Paving - aggregate \$552.29	Public Parking Spaces		552.29	552.29
	Check	06/26/2018	7542	K2 Contracting Group, LLC	Inv # 214952 - Paving - 5.5 hrs @ 125.00, equip & operator	Public Parking Spaces		687.50	1,239.79
	Check	06/26/2018	7542	K2 Contracting Group, LLC	Inv # 214952 - Paving - fuel surcharge	Public Parking Spaces		25.00	1,264.79
	Check	06/26/2018	7543	K2 Contracting Group, LLC	Inv # 234978 - Paving - aggregate \$355.97	Public Parking Spaces		355.97	1,620.76
	Check	06/26/2018	7543	K2 Contracting Group, LLC	Inv # 234978- Paving - 3.5 hrs @ 125.00, equip & operator	Public Parking Spaces		437.50	2,058.26
	Check	06/26/2018	7543	K2 Contracting Group, LLC	Inv # 234978 - Paving - fuel surcharge	Public Parking Spaces		25.00	2,083.26
	Check	06/26/2018	7544	K2 Contracting Group, LLC	Inv # 234979 - Paving - aggregate \$257.49	Public Parking Spaces		257.49	2,340.75
	Check	06/26/2018	7544	K2 Contracting Group, LLC	Inv # 234979 - Paving - 3 hrs @ 375.00, equip & operator	Public Parking Spaces		375.00	2,715.75
	Check	06/26/2018	7544	K2 Contracting Group, LLC	Inv # 234979 - Paving - fuel surcharge	Public Parking Spaces		25.00	2,740.75
Total RR Siding Parking Facility								2,740.75	2,740.75
Special Projects Committee									
Dev. of Streetscape Phase 2									
	Check	06/22/2018	7535	J2 Engineers, Inc.	Inv # 11421 - CT1601 Clifton Streetscape -Phase 2	Committees:Special Projects		2,804.72	2,804.72
Total Dev. of Streetscape Phase 2								2,804.72	2,804.72
Total Special Projects Committee								2,804.72	2,804.72
Total CIF Expenses								5,545.47	5,545.47
TOTAL								5,545.47	5,545.47

Town of Clifton
Transaction Detail By Account
June 2018

	Type	Date	Num	Name	Memo	Class	Cir	Amount	Balance
Contractual									
Community Hall Expenses									
C.H.-Cleaning									
	Check	06/28/2018	7546	Darrell Poe	Community Hall Cleaning on 5/8/18 & 5/27/18 @ 75 = 150.00	Community Hall		150.00	150.00
Total C.H.-Cleaning								150.00	150.00
C.H.-Management Fee									
	Check	06/28/2018	7545	Darrell Poe	Community Hall manager - Mgt Fee @ 25% of May rentals of \$384.36	Community Hall		96.09	96.09
Total C.H.-Management Fee								96.09	96.09
C.H. - Electric									
	Bill	06/07/2018		NOVEC * - 1475045-002	04/12/18 - 5/11/18 CH Electric	Community Hall		334.32	334.32
Total C.H. - Electric								334.32	334.32
Total Community Hall Expenses								580.41	580.41
Miscellaneous									
	Check	06/25/2018	7539	Melissa Milne	Reimb for 2018 Celebration Honoring Wayne Nickum's service			2,455.71	2,455.71
	Check	06/25/2018	7540	Peterson's Ice Cream Depot	Reimbursement for 2018 Celebration Honoring Wayne Nickum's service			330.00	2,785.71
Total Miscellaneous								2,785.71	2,785.71
Professional Fees									
Accounting									
	Check	06/22/2018	7536	White, Withers, Masincup & Cannaday, P.C.	Invoice 21592 FY17 Audit - Remaining Balance			3,250.00	3,250.00
Total Accounting								3,250.00	3,250.00
Legal Fees									
	Bill	06/01/2018		Maureen K. Gilmore, Attorney-at-Law	Legal services 5/29/18 - 6/1/18 - 1.5 hrs @ \$250			375.00	375.00
Total Legal Fees								375.00	375.00
Total Professional Fees								3,625.00	3,625.00
Town Facilities									
Pink House Expenses									
Pink House Repairs									
	Bill	06/01/2018		Laura Jane Cohen	Reimbursement for replacement of Storm Door & Light fixture at Pink House	Pink House		505.00	505.00
Total Pink House Repairs								505.00	505.00
Total Pink House Expenses								505.00	505.00
Total Town Facilities								505.00	505.00
Town Government									
Town Committees Expense									
Communication Committee									
Web Server Maint & Domain Subsc									

Town of Clifton
Transaction Detail By Account
June 2018

Type	Date	Num	Name	Memo	Class	Clr	Amount	Balance
Check	06/22/2018	7531	VISA	Hostgator web maint fee 11.95, plus .08 finance charge by VISA	Committees:Communica tion Comm		12.03	12.03
Total Web Server Maint & Domain Subsc							12.03	12.03
Web site updating & config								
Check	06/22/2018	7531	VISA	VSN DOTGOV Registration renewal invoice # 2557 - Final payment on	Committees:Communica tion Comm		400.00	400.00
Check	06/24/2018	7538	Growth Media	website design contract	Committees:Communica tion Comm		915.00	1,315.00
Total Web site updating & config							1,315.00	1,315.00
Total Communication Committee							1,327.03	1,327.03
Total Town Committees Expense							1,327.03	1,327.03
Total Town Government							1,327.03	1,327.03
Town Services								
Trash Collection								
Check	06/22/2018	7537	American Disposal Services Commercial	Invoice 0007669025 - for June 2018 services			109.65	109.65
Check	06/28/2018	7547	Art Guild - Clifton	Trash Consolidation Services: June 03 - June 30, 2018, 4 weeks @ \$30			120.00	229.65
Check	06/28/2018	7549	Art Guild - Clifton	Trash Consolidation Services: May 29-June 02, 2018, 5 weeks @ \$30			150.00	379.65
Total Trash Collection							379.65	379.65
Utilities								
Gas and Electric								
Bill	06/01/2018		NoVEC - 1475045-000	4/02/18 - 5/01/18 Main & Chapel			25.50	25.50
Bill	06/07/2018		NoVEC -1475045-001	4/09/18 - 5/08/18 -7145 Main St			29.92	55.42
Bill	06/12/2018		NoVEC - 1475045-003	5/10/18 - 06/12/18 Chapel Road			12.91	68.33
Bill	06/12/2018		NoVEC - 883514-001	05/01/18 - 06/01/18 Gazebo			15.00	83.33
Total Gas and Electric							83.33	83.33
Total Utilities							83.33	83.33
Total Town Services							462.98	462.98
Total Contractual							9,286.13	9,286.13
TOTAL							9,286.13	9,286.13

Town of Clifton
Profit & Loss Budget Performance
June 2018

	A	B	C	D	E	F	G	H	I	J	K	L	M
1													
2									Jun 18	Budget	Jul '17 - Jun 18	YTD Budget	Annual Budget
3			Income										
4			State Funding										
5			Fire Program Funds					0.00			10,000.00	10,000.00	10,000.00
6			Total State Funding					0.00			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	145,500.00	145,500.00	145,500.00
11			Total Federal					0.00	12,125.00	0.00	145,500.00	145,500.00	145,500.00
12			VDOT- MAP21 Streetscape Phase 2					0.00	48,500.00	17,262.58	582,000.00	582,000.00	582,000.00
13			Total Grants					0.00	60,625.00	17,262.58	727,500.00	727,500.00	727,500.00
14			Total CIF - Capital Improvements Fund					0.00	60,625.00	17,262.58	727,500.00	727,500.00	727,500.00
15			Clifton Public Parking Rental					0.00	0.00	0.00	450.00	450.00	450.00
16			Committees Fundraising										
17			Homes Tour Income					0.00		9,298.21	4,000.00	4,000.00	4,000.00
18			Clifton Business Coalition										
19			Celebrate Clifton Gala					0.00		0.00	10,000.00	10,000.00	10,000.00
20			Total Clifton Business Coalition					0.00		0.00	10,000.00	10,000.00	10,000.00
21			Council of the Arts										
22			Clifton Film Festival					120.50		5,075.45	2,000.00	2,000.00	2,000.00
23			Annual Summer Play Event					0.00	0.00	0.00	0.00	0.00	0.00
24			Calendar Sales					0.00	0.00	0.00	0.00	0.00	0.00
25			Community Arts Programs-CGT inc					75.00	125.00	330.00	1,500.00	1,500.00	1,500.00
26			Total Council of the Arts					195.50	125.00	5,405.45	3,500.00	3,500.00	3,500.00
27			Environmental Committee										
28			Environmental Event					0.00	41.67	0.00	500.00	500.00	500.00
29			Total Environmental Committee					0.00	41.67	0.00	500.00	500.00	500.00
30			Parks Committee										
31			Park Rental					0.00		325.00	200.00	200.00	200.00
32			Total Parks Committee					0.00		325.00	200.00	200.00	200.00
33			Total Committees Fundraising					195.50	166.67	15,028.66	18,200.00	18,200.00	18,200.00
34			Community Hall Revenues										
35			Community Hall Rentals					384.36	500.00	7,350.63	6,000.00	6,000.00	6,000.00
36			Total Community Hall Revenues					384.36	500.00	7,350.63	6,000.00	6,000.00	6,000.00
37			Haunted Trail Event					0.00		49,790.53	30,000.00	30,000.00	30,000.00
38			Interest Income					1,003.94	1,166.67	12,173.89	14,000.00	14,000.00	14,000.00
39			Other Income										
40			Carry Frwd - Prior Year Surplus					0.00		0.00	26,314.00	26,314.00	26,314.00
41			Other Income - Other					0.00		0.00	50.00	50.00	50.00
42			Total Other Income					0.00		0.00	26,364.00	26,364.00	26,364.00
43			PC - Reimbursements					0.00		2,337.50			
44			Pink House Rental					2,900.00	3,400.00	35,100.00	40,800.00	40,800.00	40,800.00
45			Tax and Permits Revenue										
46			ARB Permits					250.00	16.67	1,370.00	200.00	200.00	200.00
47			BPOL tax					7,452.63	0.00	49,441.10	46,000.00	46,000.00	46,000.00
48			Cigarette Tax					240.38	183.33	2,425.97	2,200.00	2,200.00	2,200.00
49			Communications Sales Tax -Va					425.47	458.33	5,389.50	5,500.00	5,500.00	5,500.00
50			Franchise Fees - Cox & Verizon					0.00	316.67	3,436.77	3,800.00	3,800.00	3,800.00
51			Motor Vehicle Tags					0.00		9,701.13	7,000.00	7,000.00	7,000.00
52			Railroad Tax					0.00		1,619.59	1,700.00	1,700.00	1,700.00
53			Sales Tax					2,671.16	2,833.33	27,123.66	34,000.00	34,000.00	34,000.00
54			Use Permits					150.00	58.33	1,475.00	700.00	700.00	700.00

Town of Clifton
Profit & Loss Budget Performance
June 2018

	A	B	C	D	E	F	G	H	I	J	K	L	M
1													
2									Jun 18	Budget	Jul '17 - Jun 18	YTD Budget	Annual Budget
55								Utility Consumption Tax	0.00	91.67	1,159.97	1,100.00	1,100.00
56								Total Tax and Permits Revenue	11,189.64	3,958.33	103,142.69	102,200.00	102,200.00
57								Total Income	15,673.44	69,816.67	252,186.48	975,514.00	975,514.00
58								Gross Profit	15,673.44	69,816.67	252,186.48	975,514.00	975,514.00
59								Expense					
60								Citizens' Recognition Expense	0.00	62.50	0.00	750.00	750.00
61								Bank Service Charges	25.00		45.00		
62								CIF Expenses					
63								Hist Property Acquisition & Imp	0.00		0.00	50,000.00	50,000.00
64								Engineering /Design - Sidewalks	0.00		0.00	3,000.00	3,000.00
65								Caboose Renovation	0.00		0.00	15,000.00	15,000.00
66								CIF-Town Parks Committee					
67								CIF-Playground Impr.	0.00		0.00	10,000.00	10,000.00
68								Total CIF-Town Parks Committee	0.00		0.00	10,000.00	10,000.00
69								CIF - Land Purchase	0.00		0.00	200,000.00	200,000.00
70								Clifton Creek Park - Trails	0.00		0.00	20,000.00	20,000.00
71								RR Siding Parking Facility	2,740.75		22,539.75	35,000.00	35,000.00
72								Special Projects Committee					
73								Dev. of Streetscape Phase 2	2,804.72		37,079.03		
74								VDOT EN- Main St Improvements	0.00		0.00	727,500.00	727,500.00
75								Total Special Projects Committee	2,804.72		37,079.03	727,500.00	727,500.00
76								Storage Facility	0.00		0.00	50,000.00	50,000.00
77								Total CIF Expenses	5,545.47		59,618.78	1,110,500.00	1,110,500.00
78								Commodities					
79								Office Equipment	0.00		0.00	500.00	500.00
80								Calendars/Posters Expense	0.00		0.00	0.00	0.00
81								Computer Supplies	204.98	106.67	595.07	1,280.00	1,280.00
82								Copies	0.00	16.67	35.44	200.00	200.00
83								License Plates	0.00		39.75	0.00	0.00
84								Miscellaneous	0.00	208.33	135.60	2,500.00	2,500.00
85								Miscellaneous - Commodities	0.00	0.00	0.00	0.00	0.00
86								Office Supplies	0.00	62.50	326.77	750.00	750.00
87								Postage and Delivery	0.00	41.67	511.06	500.00	500.00
88								Total Commodities	204.98	435.84	1,643.69	5,730.00	5,730.00
89								Contractual					
90								Fire Program	0.00		10,000.00	10,000.00	10,000.00
91								Caboose Expenses					
92								Caboose Equipment	0.00	41.67	0.00	500.00	500.00
93								Caboose Maintenance	0.00	125.00	0.00	1,500.00	1,500.00
94								Total Caboose Expenses	0.00	166.67	0.00	2,000.00	2,000.00
95								Community Hall Expenses					
96								C.H.-Cleaning	150.00	166.67	1,500.00	2,000.00	2,000.00
97								C.H.-Equipment & Supplies	0.00	62.50	105.83	750.00	750.00
98								C.H.-General Maintenance	0.00	166.67	0.00	2,000.00	2,000.00
99								C.H.-Management Fee	96.09	125.00	1,987.66	1,500.00	1,500.00
100								C.H. - Electric	334.32	666.67	5,432.00	8,000.00	8,000.00
101								C.H. Interior Improvements	0.00	416.67	0.00	5,000.00	5,000.00
102								Total Community Hall Expenses	580.41	1,604.18	9,025.49	19,250.00	19,250.00
103								Dues and Subscriptions					
104								Conference Attendance	0.00		0.00	500.00	500.00
105								Va. Municipal League	408.00		804.00	600.00	600.00
106								Dues and Subscriptions - Other	0.00		0.00	100.00	100.00

Town of Clifton
Profit & Loss Budget Performance
June 2018

	A	B	C	D	E	F	G	H	I	J	K	L	M
1													
2									Jun 18	Budget	Jul '17 - Jun 18	YTD Budget	Annual Budget
107								Total Dues and Subscriptions	408.00		804.00	1,200.00	1,200.00
108								Insurance	0.00		6,820.00	6,600.00	6,600.00
109								Legal Advertising	0.00	166.67	120.00	2,000.00	2,000.00
110								Mayoral Reimbursement	0.00	41.67	0.00	500.00	500.00
111								Miscellaneous	2,785.71	208.33	2,805.71	2,500.00	2,500.00
112								Professional Fees					
113								Accounting	3,250.00		7,131.13	7,500.00	7,500.00
114								Legal Fees	375.00	1,666.67	4,475.00	20,000.00	20,000.00
115								Total Professional Fees	3,625.00	1,666.67	11,606.13	27,500.00	27,500.00
116								Rent					
117								Ayre Square Rental	0.00		1,226.84	1,400.00	1,400.00
118								Railroad Siding Rental	0.00		1,679.12	1,700.00	1,700.00
119								Total Rent	0.00		2,905.96	3,100.00	3,100.00
120								Town Assoc of Northern Va Event	0.00		0.00	600.00	600.00
121								Town Facilities					
122								Ayre Square Maintenance	0.00	41.67	0.00	500.00	500.00
123								Pink House Expenses					
124								Pink House Maintenance	0.00	1,250.00	45.61	15,000.00	15,000.00
125								Pink House Repairs	505.00	0.00	505.00	0.00	0.00
126								Total Pink House Expenses	505.00	1,250.00	550.61	15,000.00	15,000.00
127								Town Handyman - 1099 vendor	0.00	333.33	0.00	4,000.00	4,000.00
128								Total Town Facilities	505.00	1,625.00	550.61	19,500.00	19,500.00
129								Town Government					
130								Architectural Review Board	0.00	25.00	0.00	300.00	300.00
131								Beautification Comm.					
132								Banner Replacement	0.00		0.00	3,000.00	3,000.00
133								Christmas Tree Lighting Event	0.00		0.00	1,000.00	1,000.00
134								Flower Receptacles	0.00		233.11	800.00	800.00
135								Railroad Siding Boxes-plantings	0.00		0.00	1,000.00	1,000.00
136								Total Beautification Comm.	0.00		233.11	5,800.00	5,800.00
137								Planning Commission					
138								Consulting-Capital/Town & Zng	0.00	250.00	0.00	3,000.00	3,000.00
139								General Admin Costs	0.00	50.00	135.60	600.00	600.00
140								General Consulting	0.00	250.00	6,806.25	3,000.00	3,000.00
141								PC Hearings, Ads and copies	0.00	100.00	0.00	1,200.00	1,200.00
142								Total Planning Commission	0.00	650.00	6,941.85	7,800.00	7,800.00
143								Town Committees Expense					
144								Clifton Business Coalition Exp					
145								Commercial Directional Signs	0.00		0.00	1,500.00	1,500.00
146								Celebrate Clifton Gala	0.00		0.00	1,000.00	1,000.00
147								Welcome Ctr- Walking Tour Pampl	0.00		0.00	500.00	500.00
148								Winter Holidays	0.00		0.00	0.00	0.00
149								Total Clifton Business Coalition Exp	0.00		0.00	3,000.00	3,000.00
150								Communication Committee					
151								Town email system	0.00		0.00	800.00	800.00
152								Web Server Maint & Domain Subsc	12.03	0.00	136.58	600.00	600.00
153								Web site updating & config	1,315.00		2,430.00	2,500.00	2,500.00
154								Total Communication Committee	1,327.03	0.00	2,566.58	3,900.00	3,900.00
155								Council for the Arts Committee					
156								Clifton Film Festival Exp	0.00		1,660.00	3,000.00	3,000.00
157								Audio/Video Equipment Expenses	0.00		0.00	2,150.00	2,150.00
158								Calendar Expense	0.00		0.00	0.00	0.00

Town of Clifton
Profit & Loss Budget Performance
June 2018

	A	B	C	D	E	F	G	H	I	J	K	L	M
1													
2									Jun 18	Budget	Jul '17 - Jun 18	YTD Budget	Annual Budget
159								Community Arts Events-CGT exp	0.00	125.00	0.00	1,500.00	1,500.00
160								Annual Summer Play Event	0.00		0.00	0.00	0.00
161								Total Council for the Arts Committee	0.00	125.00	1,660.00	6,650.00	6,650.00
162								Environmental Comm					
163								Environmental Event Expense	0.00		125.00	250.00	250.00
164								Environmental Comm - Other	0.00		21.97	250.00	250.00
165								Total Environmental Comm	0.00		146.97	500.00	500.00
166								Historic Preservation Comm Exp					
167								Historic Town Documents exp	0.00		0.00	250.00	250.00
168								Civil War Walking Tour Pamphlet	0.00		0.00	500.00	500.00
169								Historic Events	0.00		0.00	1,000.00	1,000.00
170								Town Museum	0.00		0.00	1,000.00	1,000.00
171								Total Historic Preservation Comm Exp	0.00		0.00	2,750.00	2,750.00
172								Homes Tour Committee	0.00		5,459.19	2,500.00	2,500.00
173								Sunshine Committe					
174								Easter Egg Hunt Expense	0.00	0.00	0.00	250.00	250.00
175								Welcome Baskets & Sympathy	0.00	41.67	0.00	500.00	500.00
176								Total Sunshine Committe	0.00	41.67	0.00	750.00	750.00
177								Town Parks Committee Exp					
178								Gazebo Garden Refurbishment	0.00		0.00	0.00	0.00
179								Landscape/Ground Maint expense	0.00	354.17	3,478.00	4,250.00	4,250.00
180								Fall Zone Mulching	0.00		2,450.00	2,500.00	2,500.00
181								Parks Mgt Fee	0.00		81.25	50.00	50.00
182								Playground Equip. Maintenance	0.00		821.64	1,000.00	1,000.00
183								Tree Triming & Replacement	0.00		3,685.00	5,000.00	5,000.00
184								Total Town Parks Committee Exp	0.00	354.17	10,515.89	12,800.00	12,800.00
185								Traffic, Parking & Safety Comm	0.00		0.00	500.00	500.00
186								Total Town Committees Expense	1,327.03	520.84	20,348.63	33,350.00	33,350.00
187								Total Town Government	1,327.03	1,195.84	27,523.59	47,250.00	47,250.00
188								Town Services					
189								Recepticle Trash Maintenance	0.00	0.00	0.00	0.00	0.00
190								Elections	0.00	0.00	0.00	1,000.00	1,000.00
191								Grass Mowing	0.00		3,900.00	6,050.00	6,050.00
192								Town Park Lawn Maintenance	0.00		0.00	5,000.00	5,000.00
193								Trash Collection	379.65	308.33	2,875.80	3,700.00	3,700.00
194								Utilities					
195								Gas and Electric	83.33	83.33	794.36	1,000.00	1,000.00
196								Total Utilities	83.33	83.33	794.36	1,000.00	1,000.00
197								Total Town Services	462.98	391.66	7,570.16	16,750.00	16,750.00
198								Total Contractual	9,694.13	7,066.69	79,731.65	158,750.00	158,750.00
199								Haunted Trail Expenses	0.00		12,632.90	15,000.00	15,000.00
200								OTHER - TC approval req'd +\$500	0.00	625.00	0.00	7,500.00	7,500.00
201								Payroll Expenses					
202								Gross Wages					
203								Assistant Project Manager	333.34	333.33	4,000.08	4,000.00	4,000.00
204								Community Hall Manager	0.00		0.00	0.00	0.00
205								Town Clerk (Administrative)	1,166.66	1,166.67	14,999.92	14,000.00	14,000.00
206								Town Clerk - Records Review	1,000.00		3,000.00		
207								Town Manager	0.00	833.33	0.00	10,000.00	10,000.00
208								Town Treasurer	1,666.66	1,666.67	20,999.92	20,000.00	20,000.00
209								Zoning Clerk	500.00	500.00	6,000.00	6,000.00	6,000.00

Town of Clifton
Profit & Loss Budget Performance
June 2018

	A	B	C	D	E	F	G	H	I	J	K	L	M
1													
2									Jun 18	Budget	Jul '17 - Jun 18	YTD Budget	Annual Budget
210								Employee Incentives	0.00	166.67	0.00	2,000.00	2,000.00
211								Total Gross Wages	4,666.66	4,666.67	48,999.92	56,000.00	56,000.00
212								Payroll Taxes					
213								FICA	0.00		2,046.06		
214								Medicare	0.00		478.44		
215								Payroll Taxes - Other	0.00	357.00	0.00	4,284.00	4,284.00
216								Total Payroll Taxes	0.00	357.00	2,524.50	4,284.00	4,284.00
217								Total Payroll Expenses	4,666.66	5,023.67	51,524.42	60,284.00	60,284.00
218								Reconciliation Discrepancies	(0.01)		(0.01)		
219								Total Expense	20,136.23	13,213.70	205,196.43	1,358,514.00	1,358,514.00
220								Net Income	(4,462.79)	56,602.97	46,990.05	(383,000.00)	(383,000.00)



Amanda Christman <cliftonclerkva@gmail.com>

Barn addition

Kathy Kalinowski <khk@baberkal.com>

Thu, Jun 28, 2018 at 12:08 PM

To: michellestein@cox.net

Cc: Joseph McClellan <jmcclellan@gordon.us.com>, Amanda Christman <cliftonclerkva@gmail.com>, "William R. Hollaway, Ph.D." <WHollaway77@gmail.com>, "Hollaway Ph.D., William R." <WHollaway@gibsondunn.com>

Michelle,

As we discussed at the Planning Commission meeting on Tuesday, June 26, 2018; the following items, which since this process is only beginning may not be a complete list, need to be accomplished in order to move the application for an addition to the Barn forward:

1. The Town will need to be advised by the CBA and or its counsel, that the terms of the Conservation Easement dated May 9, 2003 with respect to the Barn have been satisfied and copies of those communications be provided. In particular, Section 4.31 states that the existing barn may be enlarged and that notice to the Conservation Trust in accordance with Section 21 is required prior to such enlargement. Section 21 sets forth the method and timing of the notice and also states that "[n]otice of an activity and requests for approval must describe the activity in question in sufficient detail to permit the requested party to make an informed judgment as to its consistency with the purpose of this Conservation Easement". In reading these two provisions, the CBA should be prepared to clarify whether the CBA has an absolute right to enlarge the Barn and just needs to notify the Northern Virginia Conservation Trust (the "Grantee") of its intent, or whether the Grantee has been given some approval rights by virtue of the language requiring notice in sufficient detail to permit the Grantee to make an informed judgment as to its consistency with the purpose of the Conservation Easement.
2. The Barn is in the Resource Protection Area (the "RPA"), as set forth and mapped under Chapter 11 of the Town Code (the Chesapeake Bay Preservation Ordinance). As a result, only Development and Redevelopment are allowed in an RPA pursuant to the Code, and the addition to the Barn is not Redevelopment (which is limited to the same footprint of the structure) and is presently not allowed under Section 11-10 Allowed Development in RPAs, which is limited to water dependent facilities which are further defined as outfall structures of storm sewers. After numerous conversations with Daniel Moore of DEQ, it was determined that the best way to proceed was for the applicant to request an Exception to Section 11-10 pursuant to Section 11-14(d) of the Code. This requires the applicant to provide a water quality impact assessment which complies with Section 11-15.3 of the Code. The applicant should also make recommendations of what actions it can take, such as a vegetation plan, to prevent a degradation of water quality as a result of the increase in impervious area as a result of the Barn expansion.
3. The Barn is also in Zone A of the FEMA designated and mapped Special Hazard Flood Area and as such needs to comply with the Town Flood Plain ordinance in Section 9-28 et seq. of the Town Code. Specifically, the application needs to meet the detailed use permit requirements and New Construction requirements set forth in Section 9-31 (a) thru 9-31 (c). I am attaching a copy of the Floodplain Ordinance since I did not see it attached to the Town Code that is on the Town Website.
4. ARB approval of the design of the addition.
5. A site plan showing the addition and all setbacks.
6. All necessary maps showing the position of the Barn expansion on the Flood Plain map and in the RPA.

As we discussed, we will work together to move this along, and we would expect that Joe McClellan as the Town Engineer will be working with your engineers at Wetlands Solutions to meet many of these requirements and refashion the application to include all the necessary exhibits and information.

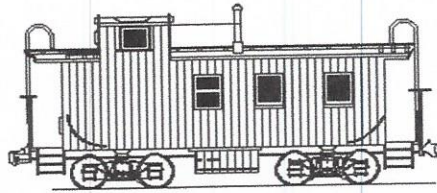
Hopefully, this will prove helpful as a general roadmap and feel free to contact me with any questions, comments or concerns.

Sincerely,

Kathy Kalinowski



Clifton FP Ord adopted 9 15 2010.pdf
815K



RESOLUTION CONCERNING STREETScape PROJECT – PHASE II

WHEREAS the Town held a Public Information Meeting (PIM) on June 5, 2018 regarding the Streetscape Project for Phase II between Ford Lane and Chapel Street, which provided the opportunity for the public to review the 30% site plan and related landscape exhibits prepared by J2 Engineers and LPDA. A presentation was provided by the Special Projects Committee (SPC) with a question/answer period following, and,

WHEREAS the SPC now requests authorization by the Town Council to direct J2 Engineers to proceed with the 60% design for the site plan. The SPC will coordinate this effort with J2 Engineers and shall provide the 60% site plan to the Town Council for review prior to submission to VDOT. Future right-of-way will be based on the VDOT-approved 60% plans.

NOW THEREFORE, BE IT RESOLVED that the Town Council authorizes J2 Engineers to proceed with the 60% site plan and directs the SPC to submit the site plan to the Town Council for review and comment prior to submission to VDOT.

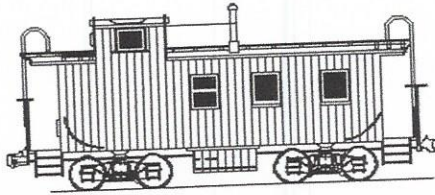
BE IT FURTHER RESOLVED that, by request of the SPC, the Town Council hereby reaffirms the VDOT required Forms EQ-121 (Hazardous Materials) and EQ-555 (Water Quality Permits and Natural Resources) which were prepared with the Streetscape Master Plan and reaffirmed with the Triangle Gateway Project. To the best of our knowledge, there have been no changes to the site of the Streetscape Project, thus the supporting documentation for these forms is still valid.

William R. Hollaway, Mayor

CERTIFICATION

The foregoing is a true copy of the resolution duly adopted by the Mayor and Town Council of the Town of Clifton, Virginia at a meeting duly called and held on July 3, 2018.

Amanda Christman, Town Clerk



RESOLUTION CONCERNING APPOINTMENT OF MEMBER TO THE BOARD OF
ZONING APPEALS OF THE TOWN OF CLIFTON, VIRGINIA

WHEREAS Stephen Effros, a member appointed by the Fairfax County Circuit Court to serve on the Town of Clifton Board of Zoning Appeals for a term commencing July 1, 2014 and ending July 1, 2019, has now been elected and duly sworn in to serve as Councilmember of the Town of Clifton, with a term beginning July 1, 2018 and expiring June 30, 2020, and,

WHEREAS the Town Code of Clifton § 9-27 requires that Members of the Board of Zoning Appeals shall hold no other public office in the Town, other than the local planning commission,

NOW THEREFORE BE IT RESOLVED that the Mayor and Council of the Town of Clifton, Virginia hereby recommend that the following person be appointed by the Fairfax County Circuit Court to fill the vacancy and serve on the Board of Zoning Appeals for the unexpired portion of the term of office specified below:

<u>Name</u>	<u>Term Commencing</u>	<u>Term Ending</u>
Michael Anton	7/3/18	7/1/19

William R. Hollaway, Mayor

CERTIFICATION

The foregoing is a true copy of the resolution duly adopted by the Mayor and Town Council of the Town of Clifton, Virginia at a meeting duly called and held on July 3, 2018.

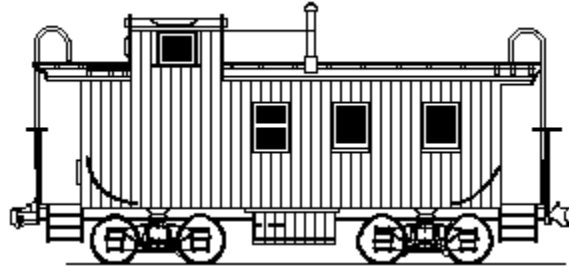
Amanda Christman, Town Clerk

CLIFTON TOWN COUNCIL, COMMISSIONS, BOARDS & COMMITTEES

2018-2020

	Term Expires		Term Expires
<u>TOWN COUNCIL</u>		<u>TOWN OFFICIALS</u>	
William (Bill) R. Hollaway, Mayor	06-30-20	Town Attorney: Maureen Gilmore	06-30-20
Stephen Effros, Vice Mayor		Town Clerk: Amanda Christman	06-30-20
Chase Hinderstein, Council		Zoning Clerk: Amanda Christman	06-30-20
Melissa Milne, Council		Town Treasurer: Marilyn Barton	06-30-20
Darrell D. Poe, Council			
Regan McDonald, Council			
<u>PLANNING COMMISSION</u>		<i>Dual signature for checks/Single for transfers between Town Accounts.</i>	
Kathy Kalinowski, Chair	01-04-21	Town Treasurer: Marilyn Barton	06-30-20
Melissa Milne, Town Council Representative	06-30-20	Melissa Milne, Councilmember	06-30-20
Terri Winkowski	06-30-19	William (Bill) Hollaway, Mayor	06-30-20
Patrick Pline	02-01-21		
Susan Yantis	06-06-20	<u>TOWN HALL MANAGER</u>	
		Darrell Poe, Manager & Reservationist & Town Council Representative	6-30-20
Michelle Stein	06-30-20		
Mac Arnold	07-11-20		
<u>BOARD OF ZONING APPEALS</u>		<u>TOWN PARKS MANAGER</u>	
Brant Baber, Chair	03-01-21	Donna Netschert, Parks Reservationist	6-30-20
		Chase Hinderstein, Town Council Representative	6-30-20
Michael Anton	07-01-19		
Marilyn Stoney	07-01-20	<u>GOVERNMENTAL LIAISONS</u>	
William Ridenour	03-04-22	<u>FAIRFAX COUNTY ATHLETIC COUNCIL</u>	
Jeff Stein	03-04-23	Jeff Stein	
<u>ARCHITECTURAL REVIEW BOARD</u> (5 or 7 Members)		<u>SULLY DISTRICT CITIZENS ADVISORY COMMITTEE LIAISON</u>	
Royce Jarrendt, Chair	06-30-20	Vacant	
Regan McDonald, Town Council Representative	06-30-20	<u>VML LIAISON</u>	
Phyllis Lovett	06-30-20	Melissa Milne, Town Council Representative	
Geri Yantis	06-30-20	Stephen Effros	
Phoebe Peterson	06-30-20	<u>FAIRFAX COUNTY FIRE LIAISON</u>	
Jeff Stein	06-30-20	Darrell Poe, Town Council Representative	
Diane Dygve	06-30-20	<u>VIRGINIA CIGARETTE TAX BOARD</u>	
		Melissa Milne, Town Council Representative	
<u>Industrial Development Authority</u>		<u>SPECIAL PROJECTS COMMITTEE</u>	
Brant Baber, Chair	03-04-19	Susan Yantis, Chair	
Sarah Nitz, Director	03-04-22	Bill Ference	
Steve Effros, Director	03-04-21	Rick Layfield	
Wayne Nickum, Director	03-04-22	Rick Peterson	
Jeff Stein	03-04-22	Regan McDonald, Town Council Representative	
		Geri Yantis	
William Ridenour	03-04-22	Doug Miller	
James Chesley	03-04-20		

ADHOC COMMITTEES:		
NOISE COMMITTEE		
Kathy Kalinowski		
Steve Effros		
Jennifer Heilmann		
Darrell Poe, Town Council Representative	6-30-20	
Mary Mills		
CLIFTON BUSINESS COALITION		
Business Representatives (Businesses in Clifton may each have one representative)		
Sean McNamara, Co-Chair		
Darrell Poe		
Stephen Effros, Town Council Representative	06-30-20	
COMMUNICATION COMMITTEE		
Jay Davis		
Michelle Stein		
Amanda Christman		
Erich Russek-Robbins		
Darrell Poe, Town Council Representative	06-30-20	
COMMITTEE ON THE ENVIRONMENT		
Laura Stephens McDonald, Chair		
Michelle Stein		
Mark Khosravi		
Regan McDonald		
Jennifer & Mike Heilmann		
Regan McDonald, Town Council Representative	06-30-20	
CLIFTON TRAILS COMMITTEE		
Mark Khosravi, Chair		
HAUNTED TRAIL COMMITTEE		
Steve Bittner, Co-Chair		
Julie Thompson, Co-Chair		
Esther Pline		
Jeff Harper		
Darrell Poe, Town Council Representative	06-30-20	
Witches & Warlocks of Clifton		
CLIFTON CANDLELIGHT CHRISTMAS HOMES TOUR COMMITTEE		
Vacant, Chair		
Melissa Milne, Town Council Representative	6-30-20	
TOWN PARKS COMMITTEE		
Adj. Prop. Owners (<i>one resident vote per parcel</i>)		
Donna Netschert, Chair		
Robin Graine		
Ginny Keen		
Dwayne Nitz		
Ester Pline		
Arlene Posner		
Jeff Sealy		
Steve Bittner		
Michael Anton		
Council For The Arts		
Darrell Poe, Chair & Town Council Representative	6-30-20	
Alexia Poe		
Joanna Ormisher		
Chuck Rusnak, Art Guild Liaison		
HISTORIC PRESERVATION COMMITTEE		
Margo Khosravi, Chair		
Diane Dygve		
Mark Khosarvi		
Darrell Poe		
Jan Schneiderman		
Chuck Rusnak		
William (Bill) Hollaway, Town Council Representative	06-30-20	
TRAFFIC AND SAFETY COMMITTEE		
Sheldon Hofferan		
Judy McNamara		
Pete Mills		
Peter Noonan		
Tom Peterson		
Dwayne Nitz		
Darrell Poe, Town Council Representative	6-30-20	
PARKING COMMITTEE		
Tom Peterson		
Marcus Silva		
Pete Mills		
Jennifer Heilmann		
Steve Effros		
Jim Fullerton		
Kathy Kalinowski		
Michelle Stein		
Teresa Balkin		
Eric Hencken		
Dwayne Nitz		
Welcoming/Sunshine Committee		
Donna Netschert	6-30-20	
Town Parks Committee, cont'd		
Laura McDonald		
Regan McDonald, Town Council Representative	6-30-2020	
Mary Mills		
Karen Williams		
Jennifer Heilmann		
Mike Heilmann		
Wayne Nickum		



**CLIFTON TOWN COUNCIL MEETING
TUESDAY, JULY 3, 2018, 7:30 PM
CLIFTON TOWN MEETING HALL
12641 CHAPEL ROAD
CLIFTON, VA 20124**

Order of Business:

1. Report of the Town Clerk:
 - a. Approval 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. Discussion of Town Code Violations – Update.
5. Reports of Special Committees.
6. Reports of Standing Committees:
 - a. Planning Commission.
 - i. Discussion of Proposed Ordinance Changes regarding Lot Line Adjustments.
 - b. Architectural Review Board.
 - c. Other Committees:
 - i. Streetscape Committee: Streetscape Project Phase 2 – Authorization to Proceed with Engineering Site Plan for Submission to VDOT.
7. New Business:
 - a. Appointments:
 - i. Board of Zoning Appeals Appointments – New Member and Chair.
 - ii. Committee Appointments for New Council Members – Planning Commission, Cigarette Tax Board, VML Insurance, Signature Authority.
 - iii. Update Committees, Boards, and Commissions Generally.
 - b. Floodplain Park Bridge Replacement Project.
8. Adjournment.