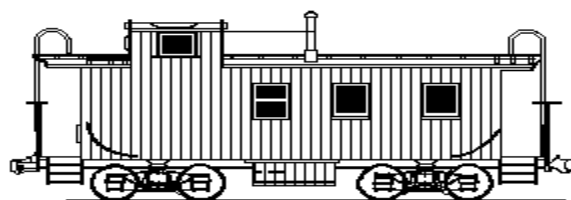


Wayne H. Nickum Town Hall
12641 Chapel Road
Clifton, VA 20124

Mailing Address:
P.O. Box 309
Clifton, VA 20124



**CLIFTON TOWN COUNCIL MEETING
TUESDAY, MARCH 4, 2025, 7:30 PM
WAYNE H. NICKUM COMMUNITY MEETING HALL
12641 CHAPEL ROAD
CLIFTON, VIRGINIA 20124**

Present: Mayor Tom Peterson; Vice Mayor Regan McDonald (Remote); Councilmember Mary Hess; Councilmember Lynn Screen; Councilmember Jay Davis; Councilmember Steve Effros
Staff: Laura Jane Cohen, Town Administrator (Remote); Kerrie Gogoel, Town Clerk; Suzy Murphy, Town Treasurer

The Regular Meeting was called to order by Mayor Peterson at 7:30PM

1. Apply Policy for Remote Participation by Electronic Means for Town of Clifton (if needed).
- **CM Hess made a motion to apply the policy for remote participation from VM McDonald. The motion was seconded by CM Davis and approved by poll, 6-0.**
2. Presentation of the Wayne and Donna Nickum Community Service Award.
 - a. The award was presented by CM Effros to awardees, Mac and Karen Arnold.
3. Report of the Town Clerk:
 - a. Approval of the Minutes (previous meetings, special meetings, and work sessions).
- **CM Screen made a motion to approve the minutes from the February Town Council meeting. The motion was seconded by CM Davis and approved by poll, 6-0.**
 - b. The Clerk noted that they reached out to Dominion to inquire when their planned work is anticipated to reach the Town. Dominion representatives indicated that it would be late in 2025, the Clerk informed them that while the Town is always concerned with traffic and work impacts, they would particularly be concerned about these impacts in October due to the influx of people in Town that month due to Clifton Day, Halloween, and the Haunted Trail. Dominion representatives clarified that they plan to begin access and forestry work as early as April and with construction beginning in late summer or early fall. They will be notifying impacted residents near the construction area with the attached postcard.
 - c. The Clerk noted that the CBA has requested to use the back building of the Pink House property (Barker Building/Helmer House/Town Office) and the Clerk

wanted to confirm whether this was acceptable. The Council indicated that this would be acceptable and that in future if the CBA requests access, they should coordinate it with the Clerk and that would be allowed. The Administrator inquired whether a process should be established for use of the property, and the Clerk noted that it could be possible to use it similarly to the Town Hall where people rent it out and it gets placed on the calendar.

- d. The Clerk noted that they received a notice from Weebly that the Town needs to renew its payment for the Clifton Gala domain and inquired if this was necessary. CM Davis noted that they had looked into consolidating Weebly accounts previously and this may need to be revisited. Mayor Peterson noted that there will be a Gala and as such the domain should be renewed.
 - e. The Clerk noted that they are working on the presentation for the Committee Expectations training, they have coordinated with FOIA and received feedback from CM Hess and the Town Administrator and will send this out to the larger Council as soon as possible. The Clerk requests feedback or acknowledgement of review by March 14.
4. Report of the Treasurer
- See attached report.
- a. The Treasurer noted that they received an invoice for the Streetscape project to pay J2 Engineers and this was approved by the Town Administrator so this can be paid.
 - b. The Treasurer noted that some businesses in Town reached out asking when they would be getting forms; however, the forms had been sent out the month prior. The Treasurer noted that they would like to collect emails from the businesses and think about more ways to communicate with them, and in future this should be looped into the website.
 - c. The Treasurer inquired whether it was finalized whether the Farmer's Market vendors need to pay BPOL. CM Hess noted that it had been waived in previous years and CM Davis noted that there is no motion needed if there is no payment required.
 - d. The Treasurer noted that there should be one correction on the attached report. The headline should be July 24-February 25 and the numbers are actuals.
- **CM Effros made a motion to approve the Treasurer's report, the motion was seconded by CM Hess and approved by poll, 6-0.**
5. Report of the Administrator
- a. The Administrator noted that with respect to the proposed new fencing at 8 acre park that they would connect with the Clerk to speak with the County pump and haul personnel to confirm there isn't an issue with them. They inquired whether this would need to go through Planning or ARB. CM Screen noted that plats were in hand and no Planning Commission review was necessary and the Clerk noted that ARB would need to review.

- b. The Administrator noted that they met with Supervisor Herrity regarding the Town Hall lease along with CM Screen and this would be discussed later in the agenda.
- c. Clifton Ambulance in County Budget
 - i. The Administrator noted that the removal of the Clifton ambulance as well as others around the County were indeed included in the proposed budget. The Town did receive a response from Chairman McKay to the letter that was sent. The Administrator noted that they are continuing to ask local HOAs and other groups to write letters, and they have coordinated with Senator Pekarsky and others to write joint letters.
 - ii. It was noted that public hearing will be held April 22-24 and they recommend that the Mayor, Town Council members, CBA representatives, and restaurant representatives all speak and/or send letters. The Administrator intends to speak at these hearings. They indicated that when the sign up link comes out that they would share it widely.
 - iii. The final budget will be adopted on May 13. The Administrator noted that based on anecdotal conversations with Chairman McKay it seemed this may not be included in the final budget, but that nothing is certain it there should still be an effort to ensure that the ambulance is not removed.
 - iv. CM Effros noted that due to the high number of restaurants in Town, there is a high density of people in the area who have no other way of receiving help and they should be coordinated with. The Administrator noted that they would reach out.
 - v. Mayor Peterson noted that they are receiving many emails on this topic and the letter writing campaign will be ramped up and the information will go out in the Mayor's Scoop. They strongly encouraged people to come to the public hearing and noted that the last time there was a concern like this that the Mayor was involved with, it was Clifton Elementary School and though it seemed unlikely at the time, it was shut down. As such they requested a lot of support and indicated they would be happy to speak at the hearings. The Administrator indicated they would be able to provide talking points and noted that personal stories are always helpful in these instances. Fairfax County Fire and Rescue (FCFR) used the Clifton Ambulance recently to highlight how important these services are.
 - vi. CM Effros noted that looking at the budget and how it was distributed, it appeared that with only 2 ambulances being eliminated, a \$2million savings was being attributed. They noted that as those are some of the largest numbers in the savings, it may be a challenge to turn that around.
- d. Meals Tax in County Budget
 - i. The Administrator noted that there is a potential of a Meals Tax in the new County budget and noted that they have reached out to confirm that the Town Meals Tax would supersede the County tax, so that it would not be added on top of the Town tax. They noted that they are fairly certain that only the Town tax would apply, but best to be sure.

- ii. CM Hess noted that they believe this is addressed in the Town Code. CM Effros agreed that they believe a County tax cannot be layered on top of the Town tax, but best to confirm.
 - iii. CM Effros inquired if there is BPOL being considered at the State level. The Administrator reported that the Department of Taxation would be forming a work group to review: the current policy of how political subdivisions can tax businesses; concerns about existing laws if there were to be change at the state level; any impacts on local revenue should there be changes made. The report is due back October 1, 2025. No action is being taken at the State level at this point and the Administrator reported that they would coordinate to better understand the goal of the legislation, but it was turned into a study first. CM Effros indicated that to them, it appeared that the State was potentially looking to take away the ability of local subdivisions to apply a BPOL.
- 6. Citizen's Remarks - Suggestions or complaints of citizens and taxpayers, and other persons authorized by the Mayor to address the Council.
 - a. Jay Palau, 7917 Clifton Hunt Court, topic: Clifton Ambulance
 - i. Mr. Palau is a 33 year fire captain that retired in 2019 from FCFR with their final assignment as a station commander at Crosspointe, an area classified as a "rural water area" just like Clifton (no fire hydrants). These areas have 5+ acre lots with large and spread out housing which requires a longer response from spread out stations. In comparison to areas such as Annandale where units arrive within 5 minutes, help is arriving from further away in this area. In an area such as this, losing a transport unit that can take individuals to a hospital is bad enough; however, this also impacts an area's ability to respond to fire, as that ambulance contains two firefighters/EMTs that have fire gear and air packs. 30% of the available firefighters at the stations are slated to be eliminated. For a fire captain that shows up to a home fire, they take their crew and work alone until the ambulance arrives. If there are no injuries upon arrival, those firefighters/EMTs gear up and assist the firemen by pulling a second hose as needed. The County is suggesting this is an ambulance issue and that the ambulance does not run a lot of calls, but this is also a major fire issue.
 - ii. Two years ago, the transport unit was downgraded and at that time, the question was asked if whether it would be possible for the paramedic to move to the ambulance to get someone to the ambulance sooner and they were assured that this would be possible. This option would be lost should the ambulance in Clifton be cut.
 - iii. CM Effros highlighted that Mr. Palau's experience would be valuable at the public hearings and inquired if he would be speaking. Mr. Palau indicated that he would be happy to and the clerk has his contact information should the Town need assistance.
 - iv. Mayor Peterson inquired if there is a national standard for response time that would be at risk of violation should the ambulance services be suspended and Mr. Palau noted that services will still be dispatched within

those response times and the fire department still goes out first, but that extra help will be delayed.

- b. Brian Politis, 7224 Clifton Road, topic: Mongolian Buddhist Cultural (MBC) Center
 - i. The MBC Center is being constructed at 7225 Clifton Road, about ¼ mile past the Town boundary. Mr. Politis encourages people to look at the website, mbccenter.org. The website invites people from all over Northern Virginia, DC, and the surrounding area to visit, increasing the traffic and burden on the Town. The area is zoned as residential / conservation, and the center has not filed for any exemptions. They have removed all trees across the back of the 7 acre lot without permission of the zoning board. On weekends, there are often up to 25 cars parked there and overflow parking is occurring on Clifton Road itself. This stretch of Clifton Road is prone to bad accidents even without this additional parking.
 - ii. On February 3, the Politis family and neighbors filed a complaint with Fairfax County Zoning (contact, Amy Mosely) noting that the center has published plans that include a conference room, gym, no bedrooms or kitchen, and nothing that would be included in a residential property, indicating that this will be a religious building. Additionally there are many plans published on the website that have not been filed with the County.
 - iii. The County has filed violations for the property and has given the owners 30 days to apply for exemption to host religious ceremonies, if this happens then there will be a public hearing and Mr. Politis encourages residents to attend.
 - iv. Mayor Peterson noted that they have spoken to Supervisor Herrity on this topic and it sounds like this same group tried to do this in Lorton nearby, were pushed out and this is the next attempt.
 - v. CM Effros inquired whether the County typically issues a stop order on construction when someone is constructing without a permit and the answer was not known by this group.
 - vi. The Town Administrator requested that if and when information is provided on the public hearing, that they share this information with the clerk so that it can be shared out.
- c. There was potential for another citizen's remarks from a citizen requesting permission to film a horror movie in Town; however, insufficient details were provided via email and the citizen did not attend the Council meeting. The Town Council noted that they would not extend permission for filming the movie in Town to this group.

7. Reports of Committees:

a. Planning Commission

The report was provided by the Town Clerk as the Planning Commission Chair was not in attendance.

- i. The Planning Commission drafted a letter to send to the County School Board regarding what the Town would like to see accomplished with the Clifton Elementary School site. CM Hess requested that the Clerk resend the letter for review.
 1. Citizen Brant Baber inquired whether the Town has considered annexing the property. Mr. Baber noted that people nearby are concerned about the work and that it only takes 51% of the owners of an area to be annexed to the Town, while the School Board is only one owner. This way, Town zoning would apply to the property. CM Davis noted that it is likely the County would have something to say about such an attempt, and Mayor Peterson deferred to Mr. Baber and the legal committee.
 - ii. The Clerk referred to an email regarding updating the Regional Water Supply Plan with the County and noted that the County is requesting additional stakeholders. Potential stakeholders discussed included: NVCT, COTE, and the local businesses. CM Screen requested that the Clerk share additional background information via email on this topic and the Council would get back to the Commission. The Clerk also requested that VM McDonald discuss with COTE.
- b. Special Projects Committee (Streetscape).
See attached report.
- i. Chair Yantis requested approval of the J2 invoice in the amount of \$3,575.05.
- **CM Hess made a motion to approve the latest J2 invoice payment, the motion was seconded by CM Screen and approved by roll call.**
CM Hess: Aye
CM Screen: Aye
CM Davis: Aye
Mayor Peterson: Aye
CM Effros: Aye
VM McDonald: Aye
- ii. Roadway construction plans have been out for 60 days, and utility bank construction out for 30 days. Chair Yantis compiled a summary and sent this to VDOT as well as requested a meeting to get this addressed, a meeting was held on February 19 and issues that were not getting resolved were highlighted. VDOT representative Terry Yates was able to provide answers to those issues. One parking space is to be lost; however, initially the discussion was to lose up to three spaces so only losing one is positive. A path forward was determined and the plans will be resubmitted this week and they are hopeful for expedited approvals.
 - iii. With respect to the easements, letters of intent from all property owners were received and these are being drafted and will be sent to the legal committee and Town Attorney.

- iv. Utility agreements are in process with all three utility companies. It's typical that Verizon contracts directly with the contractor that the Town will hire so there's no pass through of funds. Goal to get these completed this week and these will be sent to Town Council as well as the utilities companies to get those ready for execution.
- v. For the Verizon agreement, there are still three copper service lines in the Town and the Committee will work with the Town Administrator and Clerk to address these. Two are in the Town Hall and one is with a resident. There is no cost to switch to Fios. CM Effros asked whether the copper lines in Town Hall are in the Hall itself or in the Fire Department and it appears they are in the Hall itself.
- vi. Chair Yantis noted that they may be asking for a special meeting this month to discuss and approve the easements and utility agreements. Those approvals will be needed to get VDOT final approval so that it can go to advertisements.
- vii. Mayor Peterson inquired how long this will push back construction as originally it sounded like this construction was meant to be in March and April. Chair Yantis noted that it would occur at the earliest April into May as VDOT has expressed that they will expedite their approvals and they are hoping the Town can do our part to expedite this.
- viii. CM Screen inquired what the minimum timeframes are for advertisement and Chair Yantis noted it is 30 days.

c. Parks Committee

- i. CM Screen noted that the new park equipment was installed. They noted that one of the stepping stones was damaged in the process of transportation and they have reached out to the company to see what can be done. CM Screen requested approval for an additional pieces as it seems they need two more stepping stones. The pieces are \$500-\$600 each, though they hope that only one would need to be purchased as the other arrived damaged.
- **CM Screen made a motion to approve up to \$1,500 for an additional stepping stone to complete this part of the new park equipment. The motion was seconded by CM Hess and approved by roll call.**
CM Hess: Aye
CM Screen: Aye
CM Davis: Aye
Mayor Peterson: Aye
CM Effros: Aye
VM McDonald: Aye

d. Committee on the Environment (COTE)

- i. VM McDonald noted that the Town Cleanup is scheduled for Saturday, the 29th of March from 8-10AM. They will request that the Clerk send out a notice requesting volunteer to help.

8. Unfinished Business:

a. Clifton Cup Golf Tournament

- i. Mayor Peterson noted that to attract sponsors and golfers, it would be best to have them register through the Town so it can be a tax-deductible donation should they so wish. They inquired whether these groups could write checks to the Town of Clifton. The Treasurer noted that as long as it is documented properly then it can be its own account in the accounting system to ensure traceability so it should be fine. CM Effros noted that the Town cannot accept money on a dedicated basis so as long as this is ensured, it should be fine. The Town Administrator indicated that the Town would use the profit so the Town is operating as a pass-through entity.

b. Town Hall Lease

- i. CM Screen reported they met with Supervisor Herrity along with the Town Administrator. They had sent over what the Town saw as the division of responsibility, and the County Facilities Management Division came back with a list. The new list takes building repairs and put that in the Town responsibilities, with the most concerning piece was HVAC small repairs up to \$20,000. The main goal of these discussions is to obtain clarity in the lease to minimize the back and forth at the time a repair is needed. CM Screen noted that they need to continue the discussions. One thing that they reported the Council could do to help make headway would be to determine how much budget the Town can afford to allocate towards the building.
- ii. CM Davis indicated that it seems outlandish that the Town should be on the hook for anything that isn't a complete replacement (i.e. a capital improvement). Mayor Peterson agreed.
- iii. CM Hess inquired after the length of the lease term and CM Screen noted it has not been decided, but the previous one was a 5 year renewal on a 25 year lease.
- iv. CM Effros inquired that if the lease separates work out as either a repair or replacement, who makes that call. CM Screen indicated it would likely be the County, and CM Effros replied that it is likely that things will always be denoted as a repair in that case.
- v. CM Davis inquired whether the Town could be more creative in the negotiation, for example, could the Town take on a more expensive lease agreement to back off on some of the risk? They noted that there are many other dimensions that could be a part of the discussion but that ultimately this is the County's building that the Town intends to be good stewards of. CM Hess highlighted that there are different sides to the option, but noted that taking on a higher rent cost is a risk as well.

- vi. The Town Administrator noted that the County seems to be operating under a number of misconceptions. They have the impression that the Town can use every room in the building which is not true, and also they believe that the building has brand new floors that were paid for by the County. However, the floors are damaged and these were paid for by a private party. The Administrator noted that there is still a long way to go towards reaching agreement.
- vii. Mayor Peterson noted that if the Town itself wasn't the lessee, then the County would still be beholden to the Town zoning requirements for their lessee. They inquired whether the Town truly needs this space anymore. CM Davis agreed that if the Town wasn't the lease holder, the County would need to take these issues on themselves.
- viii. The Town Administrator suggested having someone from the County come to the next Town Council meeting so that they can present their understanding of the situation rather than try to piecemeal the discussion. Mayor Peterson agreed to ask to have someone attend the next meeting.
- ix. CM Screen inquired whether the Town should take such an aggressive stance with the County, as that isn't the desired end state of the County to Town relationship.
- x. Citizen Brant Baber provided historical background and indicated it is their understanding that the County always seemed to feel that they were doing the Town a favor by building the property and allowing the Town to use it. They noted that this agreement was developed back when there was a politically balanced Board of Supervisors and that is not the case anymore, they indicated that the County facilities department hasn't appeared to listen to one Republican on the board historically and stated that it is their opinion that this is being driven by the staff. They suggested having someone from the facilities department here to attend and to not anticipate them to be friendly because the Town has less leverage than they did historically.
- xi. CM Effros provided additional historical background and noted that originally the space used by the Town was the second floor of the volunteer firemen hall. The County maintained the building because it was needed for their purposes and the Town used it as a courtesy. When the negotiation happened that Mr. Baber referenced, the Town wanted the space and the County reluctantly agreed to it with the understanding that the Town would have to take care of it. CM Effros agreed with Mayor Peterson that the Council should take a step back and ask whether the Town truly needs this space anymore.

c. Pink House

- i. CM Effros reported that at the Mayor's request they have tried to sort out the various reasonable options for the property and as a result they developed the attached memo. The conclusion of this memo is that one of the options is better than the others. This conclusion is that there is potentially a grant available through Brant Baber and Kathy Kalinowski

through their corporation to rehabilitate the Pink House for Town use exclusively, with non-commercial use only. The solution is complicated as there are many potentials as far as how big the project would be, including the ability to create space for storage, using the back building as a large enough space to hold Town Council meetings, and use the Pink House itself as an office space. This is being put together as a proposal in such a way that the Town wants to look at what the actual cost would be and what the potential grants would be, as well as potential costs to the Town. Each Town Council member met individually with Brant and Kathy. CM Effros indicated that the next step would be to make a resolution that the Town Council agrees to request that Kathy and Brant Baber proceed with their idea that they secure a professional assessment, at their expense, to analyze the costs involved in rehabilitating the Pink House exclusively for Town, non-commercial use. This would be considered phase 1 of the effort.

- ii. Citizen Brant Baber noted this would be phase 1 and that they would hire someone to develop a written report with what has to happen to the building in three categories: what must be done, what should be done, and what could be done. Cost estimates would also be included. Upon obtaining that then they would bring this back to the Town Council to facilitate a discussion about what should be funded and that could be funded by he and Kathy and they would assist the Town in coming up with a contractor for future phases. They indicated they estimate that funding could be on the order of \$3-500k.
- iii. CM Davis noted that they spoke with Kerry Powers of the Belle Jar and that in order to do any major work to the property, the business would need to vacate while the work is completed. If this current plan comes to fruition, then the Belle Jar could not re-occupy the space. Ms. Powers indicated that the Belle Jar's last day would be March 31. CM Davis requested of Town Council that the aforementioned assessment not be undertaken until the Belle Jar has completely vacated the property. They noted also that Ms. Powers has requested the first week of April at a prorated rent to allow the business time to move everything out. CM Davis requested that should the assessment move forward, that the Council respects that request.
- iv. Mayor Peterson inquired whether Council had received the citizen's email referencing the closure earlier that day. CM Davis requested that they and the Town Administrator handle all communications to ensure continuity and consistency. CM Hess noted that they should also handle any communications via social media.
- v. The Town Administrator reported that the Belle Jar sent out a notice to their customers regarding the closure and that it said that the business had had a wonderful time serving the Town but that after 10 years, their lease was not renewed.
- vi. CM Davis noted that this decision was not come to easily.

- vii. CM Screen highlighted that the approval tonight is not to spend any money for the service, but it is giving permission to execute.
- **CM Effros made a motion to approve the request that Kathy and Brant Baber proceed with their idea that they secure a professional assessment, at their expense, to analyze the costs involved in rehabilitating the Pink House exclusively for Town, non-commercial use. The motion was seconded by CM Hess and approved by poll, 6-0.**
- 9. New Business:
 - a. Lions Club Banner
See attached request
 - i. The Lions Club requested to have a banner hung over Main Street from April 12-26 for their spring Drug Take Back Day.
 - **CM Davis made a motion to approve the Lions Club banner request to hang the banner from April 12-26. The motion was seconded by CM Hess and approved by poll, 6-0.**
 - b. Clifton Women's Club
See attached emails
 - i. The Clifton Women's Club will be holding their 48th Clifton Homes Tour on Friday, May 16. There was previous approval for signage for the event; however, it was many years ago. They also request additional signage within the city limits similar to the Boy Scout signage recently approved.
 - ii. All signage requests are for May 2-16 and consist of: a banner over Main Street, small signs throughout Town at locations previously approved for the Boy Scouts food drive this past winter, and to use the CES sign. The Clerk noted that the language they suggested would be too long and they indicated that they would shorten it. CM Hess offered to help facilitate the CES sign language rather than having the Women's Club coordinate directly with the Farmers Market to change the sign language.
 - iii. Mayor Peterson noted that they would send information out in a Mayor's Scoop notice, and the Town Clerk indicated that they would send them the language requested by the Club.
 - **CM Effros made a motion to approve all of the requests and various signs for the Homes tour. The motion was seconded by Mayor Peterson and approved by poll, 6-0.**
 - c. Ayre Square Improvements
 - i. Mayor Peterson noted that the new trash cans are in place; however, they should be placed on concrete pads as they are not level. It also seems that the pizza box receptacles were the biggest available; however, they are not big enough to fit a large pizza box. Mayor Peterson spoke with the managers at Villagio who indicated that during quiet times, they would

have their staff gather any overflowing pizza boxes and deposit them in the Villagio dumpsters. The Mayor noted that they had identified a newer looking green trash can that would fit the pizza boxes but it was yet to be determined if another trash can was required at this time.

- ii. Citizen Mike Davis noted that there are three big trash cans by the caboose, and Mayor Peterson agreed but noted that that doesn't help with the square itself.
- iii. CM Screen reported that part of the installation at the playground required setting concrete for the new playground pieces, perhaps that contractor would be able to assist. Mayor Peterson requested that VM McDonald reach out to them to begin obtaining quotes. VM McDonald agreed and inquired whether the Town wanted pavers or a concrete pad. Citizen Geri Yantis highlighted that if the Town obtained a prefabricated concrete disc that might be easier to manage, and CM Screen agreed, adding that a prefabricated disc could be moved in future should that be needed. Mr. Yantis also highlighted the need to coordinate with Streetscape construction and easements.

d. Caboose Baggage Cart Renovation

- i. Mayor Peterson reminded the Council that this renovation is an Eagle Scout Project that they had approved to have them fix the cart. The Eagle Scouts are obtaining appropriate wood for it, and are requesting up to \$1,750 to purchase the correct wood and paint to fix the cart.
- ii. CM Hess inquired where in the budget this comes from and if it is allocated. The Town Administrator reminded the Council that there was money leftover from the Caboose painting project which could be used here. The Treasurer noted that they would confirm.

- **CM Davis made a motion to approve up to \$2,000 for materials cost to improve the baggage cart. The motion was seconded by Mayor Peterson and approved by roll call.**

CM Hess: Aye

CM Screen: Aye

CM Davis: Aye

Mayor Peterson: Aye

CM Effros: Aye

VM McDonald: Aye

10. Adjournment.

The meeting was adjourned by general acclamation.



Investing in Our Communities

Dominion Energy image. Not project specific.

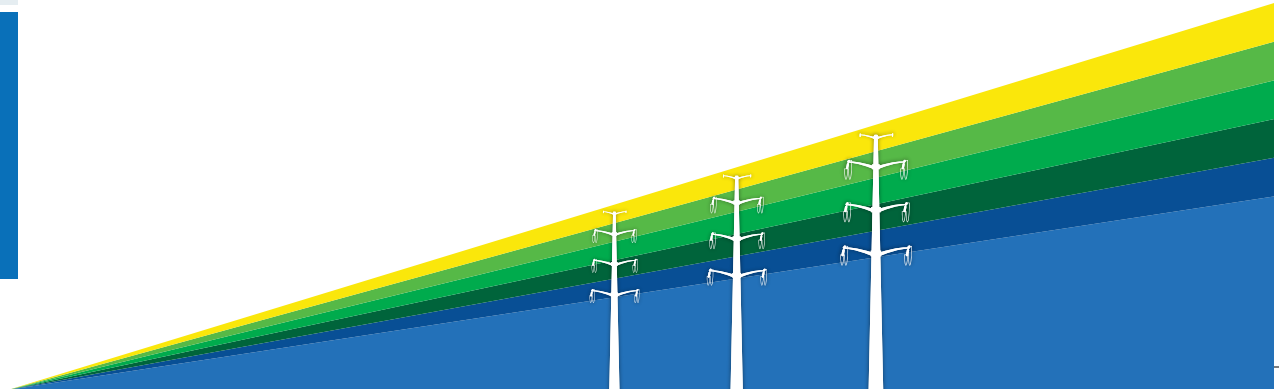


Electric Transmission
P.O. Box 26666
Richmond, VA 23261

**Learn more about a reliability project in
Prince William and Fairfax counties and the
cities of Manassas and Manassas Park.**



**SCAN HERE
TO LEARN
MORE**



Construction Update

Clifton-Winters Branch 230 kV Transmission Line Partial Rebuild

At Dominion Energy, we are committed to providing the latest information on projects in the communities we serve. You are receiving this postcard to update you on a project in your community.

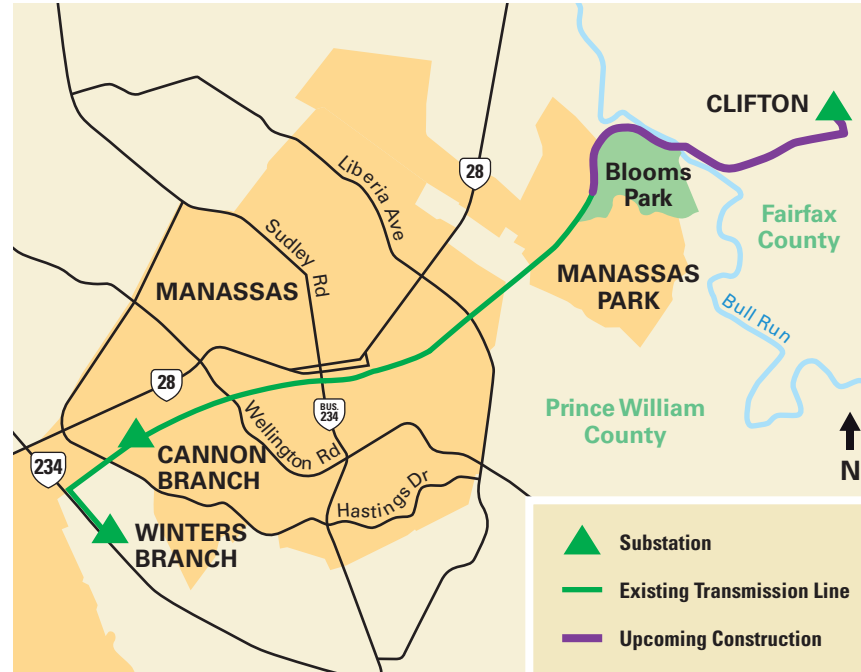


SCAN HERE
TO LEARN
MORE

We are rebuilding a portion of the electric transmission line from Winters Branch substation to Clifton substation. The approximately 7.25-mile section runs from Prince William County, through Manassas and Manassas Park, and ends in Fairfax County. This project will upgrade the conductors, or wires, on this line and replace the supporting structures.

Construction is scheduled to last from March to December 2025. Restoration is expected to be completed by spring 2026.

For the safety of our crews and trail users, there will be temporary detours to the Yellow Trail in Blooms Park in the City of Manassas Park. More information on those trail detours can be found on our project website. Thank you for your patience as we continue this work.



This map is intended to serve as a representation of the project area and is not intended for detailed engineering purposes.

Protecting the grid against natural and man-made acts is a top priority. You can learn more about our commitment to safety at powerlines101.dominionenergy.com.

UPCOMING WORK

MARCH 2025

Construction begins

DECEMBER 2025

Construction scheduled to be completed

SPRING 2026

Restoration scheduled to be completed



Crews
in your area



Work
in your area



Ask
questions

CONTACT US

Website: DominionEnergy.com/cliftonwintersbranch

Email: powerline@dominionenergy.com

Phone: 888-291-0190

TREASURER MONTHLY REPORT

February 2025

COUNCIL MEETING – March 4, 2025

Major Payments – Budgeted items

Other Payments – Previously approved by Council

Requests for Approval of Payment

- Streetscape Project – J2 Invoice for services through Jan 26th, \$3,575.05 due

Grants

Other Funds Received

Special Tasks

- BPOL - still coming in. We have quite a few outstanding. I will give it another week since they were due on a Saturday. Of note – I had several requests for forms from folks I had already mailed to. I know the postal service is struggling – we may want to collect emails or use autopay when the website has that function or send all ways next year and then phase out mailing the forms – just a thought.
 - Farmers Market Vendors? Exempt?

Accounting Support

- Rodefer Moss – still waiting. I have reached out again.

	February '25	Month Budget	Jul '24 - Jan '25	YTD Budget	Annual Budget
OPERATIONS - FY25					
Income					
Taxes and Permits					
Town Permits and Licenses (ARB, Use, BPOL)	20,300	4,292	22,396	30,042	51,500
Town Meals Tax - NEW	15,930	20,833	152,091	145,833	250,000
All Other Tax and Permit (State, County, NVCTB)	4,410	4,400	34,378	30,800	52,800
Facility Rentals (Town Hall, Pink House, Parks)	1,600	3,579	16,838	25,054	42,950
Grants (Fire, Litter Control)		2,844	29,990	19,909	34,129
Events					
Celebrate Clifton Gala		333	0	2,333	4,000
Haunted Trail		5,000	55,332	35,000	60,000
Homes Tour		417	0	2,917	5,000
Interest Income	4,963	5,167	47,508	36,167	62,000
Other Income		0	609	0	0
Total Income	47,203	46,865	359,142	328,054	562,379
Expense					
Payroll Expenses	11,078	12,996	87,797	90,974	155,956
Contractual					
Town Government (Prof fees, dues, web, storage)		10,659	10,702	74,611	127,904
Facilities (Town Hall, Pink House)	2,244	4,746	15,730	33,221	56,950
Services (Landscape, trash, electric)	551	4,183	27,061	29,283	50,200
Grants (Fire, Litter)	864	2,344	18,498	16,409	28,129
Events		2,342	18,333	16,392	28,100
Committees	5,413	1,846	11,677	12,921	22,150
Commodities	1,489	465	2,479	3,255	5,580
Other (Council Approval Required)					0
Total Expense	21,639	39,581	192,276	277,065	474,969
Net Income from Operations	25,565	7,284	166,866	50,989	87,410
CAPITAL IMPROVEMENTS/TOWN FUNDED (NON-GRANT) - FY25					
Expense					
Town-Funded Projects (Caboose)	0	3,167	9,500	22,167	38,000
Net Income - CIF Funds/Town Funded	0	(3,167)	(9,500)	(22,167)	(38,000)
CAPITAL IMPROVEMENTS/GRANT INCOME - FY25					
CIF Income					
CIF - Reimbursement from VDOT		73,333	50,043	513,333	880,000
CIF Expenses					
Processing Easements		0	1,000	0	0
Streetscape 2A - Preliminary Engineering		18,917	134,235	132,417	227,000
Streetscape 2A - Right of Way		72,750		509,250	873,000
Streetscape Phase 2A Construction					0
Total CIF Expenses	0	91,667	135,235	641,667	1,100,000
Net Income - CIF Funds/Grant	0	(18,333)	(85,191)	(128,333)	(220,000)
Consolidated Net Income	25,565	(14,216)	72,175	(99,511)	(170,590)

NOTES & Highlights:

Town of Clifton						
Account Balances						
FY25						
			1/31/2025			Notes
ASSETS					APR %	
	Current Assets					
	Checking/Savings					
		United Bank - Haunted Trail Account	10,626.97			
		United Bank - Events Acct	6,460.88			
		United Bank - Checking	40,604.35	Min Bal \$2,500	"Chairman's Club"	
		Untied Bank - Security Deposit	3,117.02			
		United Bank - Money Market Savings	236,257.05	Min Bal \$15,000		
		Investments-LGIP	1,308,828.14		4.92%	
		Total Checking/Savings	1,605,894.41			

Draft Planning Commission recommendation for reuse of the Clifton Elementary School site.

Concern with the former Clifton Elementary School includes the abandoned structure, potential security risks, and unattractive uses, all of which warrant long term re-planning of the site. The site is owned by the Fairfax County Board of Education on land within both the Town and Fairfax County. The future use of the site is undetermined; however, it is our understanding that the building is to be demolished.

To ensure seamless re-planning and redevelopment of the site, the County is urged to annex the site to the Town of Clifton.

The school site should be redeveloped as a community resource. Clifton Elementary School played an important role in creating and reinforcing a sense of community among residents of the Town and surrounding areas. That connecting community resource was lost with the closing of the school.

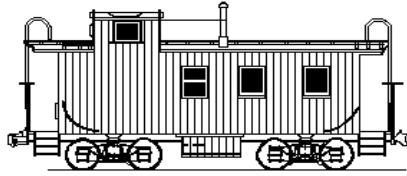
There are three alternatives or combinations of alternatives, that are low impact uses, provide recreation and open space, and demonstrate a potential partnership among the Town, Fairfax County, and Fairfax County Public Schools.

First, to restore the site to its original community function, it is recommended that a new community/senior center be considered. The center developed at the site would be owned and operated by the County. It is noteworthy that while most Magisterial Districts in Fairfax County have one or more senior centers, Springfield only has a senior center “without walls” at Huntsman Square. It is volunteer-run and serves older residents in Springfield and Burke, but not Clifton. A senior center in Clifton to serve Clifton residents and those in the far western portion of the Springfield District is needed and may help older residents to remain in our community.

A second alternative is to focus on recreational use which would include improvement and expansion of the existing athletic fields. This location has proven to be ideal for outdoor sports and recreation.

A third alternative is to establish a nature learning center at the site. Many varieties of birds have been sighted on the property, and other wildlife and flora abound. A nature learning center and trails would encourage both preservation and appreciation of its natural features.

Finally, a combination of all three uses would result in the preservation of nature, recreation opportunities for the community, and a resource-rich center for the community, particularly older residents, all the while restoring and enriching a sense of community to Clifton and its neighbors.



Town of Clifton, Virginia
P.O. Box 309
Clifton, VA 20124

March 3, 2025

TOWN OF CLIFTON STREETSCAPE PROJECT FOR MAIN STREET - Phase II
VDOT Project: CLFT-029-101, P102, R201, C502
(UPC 109949) & (UPC 126584)

PROJECT UPDATE

- A. The 100% Submission of the Engineering Drawings were submitted to VDOT on December 6th, 2024, yet all comments had not been received as of February 11th so a review status summary was sent to VDOT.

The Utility Pathway Design (Duct Bank) drawings were submitted on January 9th, yet all comments had not been received as of February 11th so a review status summary was sent to VDOT.

A meeting was then requested with VDOT officials, including Terry Yates, which was held on February 19. The meeting reviewed the status of the review comments on the Projects and in particular reviewed certain comments that needed resolution by VDOT. Terry Yates provided resolutions to each of these comments which allowed the Project drawings to begin final revisions for final approval. The result of one of these resolutions has caused the design to lose one of the planned parking spaces. (see attached).

Final drawings for both Projects are expected to be submitted by March 7th.

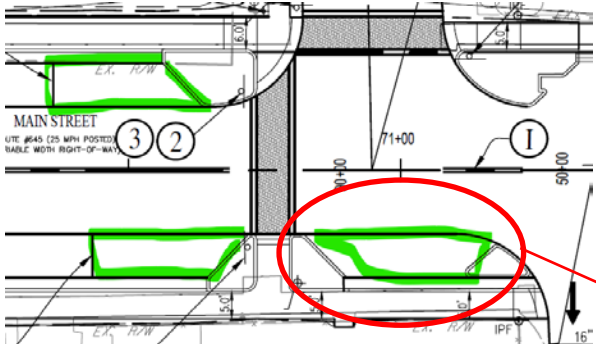
- B. The Required Easements Letters of Intent were submitted to Bowman Consulting so the required easement documents for the Project can be prepared. Draft documents have been received and reviewed. Final documents are expected by March 7th. Once these are received, they will be provided to the Legal Committee for review.
- C. The Utility Agreement sample provided by VDOT has been revised and has been going through draft revisions with the Legal Committee. The NOVEC Agreement draft has been finalized and the draft agreements for Verizon and Cox Communications will be completed in the next couple of days. These will be sent to the utility companies for their review and approval. The agreements will also be sent to the town council for review. Once approved final drafts are received from the utility companies, they will be presented to the town council for approval and execution.

Needed actions for Project by the Town Council

None at this time. The various documents outlined above will need to be approved by the Town Council in a timely manner, thus it is likely a special meeting will be required.

Susan Yantis & Geri Yantis
Streetscape Project - Project Managers

**Virginia Department of Transportation
Project Review & Comment Resolution Form**

VDOT Project No.: Locality Project No.:		UPC No: 109949		Location: Fairfax County			
Description: Clifton Streetscape - Ph.2-From Ford Ln To Chapel Rd		Phase:		Design Originator:			
Item	Sheet No.	Review Comment		Response			
		Name: Asadullah Faizi Discipline: Traffic Engineering Date: 9/17/2024, 12/6/2024		Name: James Bishoff Discipline: Project Design Lead Date: 10-14-2024			
		By VDOT Reviewer 1. Requirement 2. Recommendation 3. Clarification		By VDOT PM in Conjunction with Design Originator A. Agree with Comment (Document Will Be Revised) B. Comment To Be Evaluated (by Whom) C. Disagree with Comment (Provide Justification)			
		Code		Code			
		By the VDOT PM (for Virginia-Owned Roadways) By the Locality PM (for Locality-Owned Roadways)					
3	7	<p>Are the marked areas intended for parking?</p> <p>FYI: As per MUTCD Section 3B.19,</p> <ul style="list-style-type: none"> there should be a minimum of 20 feet space between the parking zone and the crosswalk. Additionally, no parking zone will need to be accompanied by a no parking sign.  <p>Provided document via email, does not show that VDOT TE has agreed to the current parking designation. Therefore, the comment remains applicable unless proper documentation/agreement is provided to support the parking designation.</p>		3	<p>This project has gone through years of discussion on the number of parking please, the location, sight distance. The Town, VDOT LAP and past VDOT TE managers/reviewers have agreed to the current parking designations.</p>	C	
4	7	<p>Please update the legend and specify the type of crosswalks for both Main Street and Chapel Road.</p> <p>Comment addressed.</p>		1	<p>Legend has been updated per this comment</p>	A	

This parking spot has been eliminated

To: The Clifton Town Council
From: Steve Effros / Clifton Town Councilmember
Re: Pink House options explorations
02 17 25

In exploring the various options that have been discussed or mentioned in open, public meetings of the Town Council over the past 9 months, as requested, several things have become evident to me (these are solely my assumptions and conclusions, although I have spoken directly with all members of the Town Council about alternatives and objectives.)

- While there was initial significant support from some members of the TC to adopt the original finance committee recommendation publicly reported to the TC over 9 months ago to sell the property, there was also a desire to seek some economically viable town use for the property and retain it, given that we no longer have to look at the property as a revenue source or critical financial asset. A major negative concern articulated was that any sale of the property could result in commercial use that would increase traffic or other unwanted vehicular pressure in the area.
- The ongoing deterioration of the front building makes it questionable whether it can continue to be rented out without additional legal liability. The Town has been unwilling to continue to finance major piecemeal repairs, and there is no estimate suggesting that major repairs, including foundation (already estimated to cost between \$50,000 and \$70,000) as well as the normal and ordinary cost associated with needed new siding, insulation, electrical, air conditioning, etc., results in a consensus that full renovation would cost the town hundreds of thousands of dollars. There is no way that amount could be recouped, and there is virtually no indication that the TC would independently support such expenditures.
- As noted below, there are several ideas that have been considered, but all of them are dependent on the availability of additional grant money to support creation of a “new home” for Town offices and personnel. The current potential grantors, however, have made it clear that because of legal/tax restrictions, any grant (none has been promised or agreed upon at this point) would have to be conditioned on the property only being used for non-commercial, Town purposes. This is non-negotiable.

The four primary ideas explored were as follows:

1. Totally rehab the building and continue to use it as a rental property with the Town being the landlord. Tentative Conclusion: Without having to do a major “scope of work” with attendant cost, it is clear to me that the cost would be too high for the current TC to be likely to vote to assume that cost on its own. There appears to be consensus that a new “home” (remember, we sold the old Town Hall and used that money in part to buy the Pink House) a new Town Hall/Office/Meeting Space would greatly benefit the Town. But the cost would be prohibitive without outside support.
2. There was discussion of interest on the part of the CBA of transferring or selling the property to the CBA which would then seek to utilize both its own funds and an outside grant to rehab the Pink House. However, after discussions with the CBA President and Treasurer it was clarified that financially the CBA would have to rent out portions of the property to even begin to recover the costs involved, including taxes and possibly a mortgage, and even that might be problematic and not economically viable. This option is off the table with the current potential grantors, as noted above, since their grant has to be conditioned on no commercial use of the property. The CBA was assuming inclusion of that grant support.
3. As mentioned at the last two TC meetings, I have also looked into the possibility of removing the front building, enhancing the “Barker Building” for Town use, and adding Town Parking where the Pink House was. There is total agreement that one of the primary needs for the Town is new parking as close to the restaurants as possible. I determined that there would not be any significant legal barrier to doing this if the TC decided to do so for the benefit of the entire Town. Further investigation, however, suggests that because of both topography (there would not be the option of establishing additional parking facing the tracks) and the already existing parking configuration, there would not be significant additional parking added if we took this approach. If “Option 4” is successful, all of the current commercial parking would be converted to Town parking which could be prominently marked as such and thus likely utilized to the Town’s benefit.
4. Which brings us to the option that I believe the TC should actively pursue: reach an agreement with a potentially willing grantor to fund significant rehabilitation of the Pink House exclusively for Town use... possibly using the first floor for

meetings and enhancing the second floor rooms to create secure offices for Town employees. There are additional thoughts of converting part of the back of the building into a far more useful storage facility. However note that this whole approach would likely depend on the Town being agreeable to investing some funds into the project as well, and maintaining the Barker Building for both meetings, offices and storage as well as CBA access for a bathroom they have sought.

Please note: “Option 4” is just a “talking point” right now and dependent on the grantors desire to talk with all of the TC members to assure there is consensus on their view of what can be done, and what they are willing to support, and a subsequent professional “scope of work” to establish how much funding would be necessary for the objectives agreed upon. The grantors have told me they would like to talk to each of the TC members (they can’t meet with more than 2 at a time!) Hopefully that could be done before the next TC meeting in March.

That’s it. As I said at the outset, the conclusions and assumptions are purely mine and do not reflect any agreements or commitments with any TC Member or the potential grantors. However, having explored the options, and knowing the major outlines of what the grantors say they would seek, as well as the preferences of the various TC Members, I think there is a high likelihood some form of agreement could be reached and the Town would ultimately benefit tremendously from both a “New Home,” significant storage, additional well-signed parking in a key location as well as meeting some of the needs of the CBA.. I think this can be a “win-win-win” for everyone.

Steve Effros
Member, Clifton Town Council

Note; Following Jay’s meeting with the current Pink House tenant, I believe everyone is in alignment with whatever timing is agreed upon for the termination of the current month-to-month rental relationship. Whatever decision the TC makes regarding the future of the Pink House, it is clear it will have to be vacated regardless of which option chosen, and there will be many months of work involved in any resolution. It is unlikely that any construction would commence within the next 4 or 5 months.



Clifton Clerk <clerk@cliftonva.gov>

Clifton's Lions request to hang banner above Main Street

KEITH COLLINS <b00kmankc@verizon.net>

Thu, Feb 20, 2025 at 4:25 PM

To: Clifton Clerk <clerk@cliftonva.gov>

Good afternoon!

The Clifton Lions of Virginia would like to receive permission to hang their Drug Take Back Day banner over Main Street as we have for the past four years. The banner would be hoisted on or around two weeks before the event and be taken down the week following the event.

The spring Drug Take Back Day has been scheduled for April 26, 2025 according to the DEA office.

Thank you for your attention to our request,

Keith

Keith Collins
Clifton Lions
703-517-8443

Sent from my iPad



Clifton Clerk <clerk@cliftonva.gov>

Request for Meeting/Contact points

8 messages

Sharon Emory <Stemory44@outlook.com>
To: "clerk@cliftonva.gov" <clerk@cliftonva.gov>

Mon, Feb 3, 2025 at 4:11 PM

I represent the Clifton Community Woman's Club. We are hosting a Homes' Tour in the Clifton/Fairfax Station area on Friday, May 16, with 4 homes, Cloverleaf Equine Center, Acacia Lodge, and the Clifton Presbyterian Church. We went to a Board Meeting last year and discussed the tour. Although we were told we did not have to have permission for the tour, we would have to come back to discuss signage. We would like to attend the March meeting if that is possible. It would be two members of the club, including me.

The Major spoke at one of our Club meetings and he indicated we could have access to the Digital Sign, which I think is on the old elementary school property. We would like information on how we can gain access to that Sign prior to our Tour.

Additionally, we would like contact information for any forums/publications/etc, that we could use to promote our tour, such as the Clifton Clatter, Clifton Betterment Association, etc.

Thank you for any information you can provide for our major Fundraising Event of the Year. We use the funds to provide four \$2,000 Scholarships to George Mason, NOVA, and one Fairfax County High School each year.

Thank you for your help, Sharon Emory, Ways and Means Committee Chair

Clifton Clerk <clerk@cliftonva.gov>
To: Sharon Emory <Stemory44@outlook.com>

Tue, Feb 4, 2025 at 12:27 PM

Hi Sharon,

Thanks so much for reaching out! I can certainly add you to our agenda for the March Town Council meeting on Tuesday, March 4. Just to confirm, you're primarily going to be discussing the use of the Clifton Elementary School sign? If you could provide the language you would like to have on the sign and the dates for which you would want that up then I can include that in your request.

Regarding notifying the public, I can share with the Mayor to see if he would include it in one of his upcoming Mayor's Scoop newsletters. I definitely have the contact information for the CBA, I will have to look to see about the Clifton Clatter as that's not one I'm familiar with (I still count myself as new in Town!). What I would ask for is if you could send us a little blurb that you would like us to include so that we can make sure we're capturing your event properly.

Happy to help any way that we can.

On Mon, Feb 3, 2025 at 4:11 PM Sharon Emory <Stemory44@outlook.com> wrote:

I represent the Clifton Community Woman's Club. We are hosting a Homes' Tour in the Clifton/Fairfax Station area on Friday, May 16, with 4 homes, Cloverleaf Equine Center, Acacia Lodge, and the Clifton Presbyterian Church. We went to a Board Meeting last year and discussed the tour. Although we were told we did not have to have permission for the tour, we would have to come back to discuss signage. We would like to attend the March meeting if that is possible. It would be two members of the club, including me.

The Major spoke at one of our Club meetings and he indicated we could have access to the Digital Sign, which I think is on the old elementary school property. We would like information on how we can gain access to that Sign prior to our Tour.

Additionally, we would like contact information for any forums/publications/etc, that we could use to promote our tour, such as the Clifton Clatter, Clifton Betterment Association, etc.

Thank you for any information you can provide for our major Fundraising Event of the Year. We use the funds to provide four \$2,000 Scholarships to George Mason, NOVA, and one Fairfax County High School each year.

Thank you for your help, Sharon Emory, Ways and Means Committee Chair

--

Sincerely,
Kerrie Gogoel (she/her)
Town Clerk, Clifton, VA

Sharon Emory <Stemory44@outlook.com>
To: Clifton Clerk <clerk@cliftonva.gov>

Tue, Feb 4, 2025 at 2:16 PM

Thank you for adding us to the March 4 Town Council meeting. We have discussed the Homes Tour scheduled for Friday, May 16 at the November 2023 Board meeting. Also, Mayor Peterson spoke at our October 2024 meeting where we got additional input including availability of the Elementary School Digital Sign.

We would like to get final approval for the large sign over Main Street to be installed two weeks before the Tour. Also, want to get similar approval recently given to the Boy Scouts for sign placement.

See below for wordage for digital sign and also short Blurb for inclusion/use for Mayor's Scoop Newsletter, Clifton Calendar/Clifton Clatter/Clifton Betterment Association distribution/etc, if appropriate.

Digital Sign:

Clifton Woman's Club 48th Homes Tour - May 16, 2025 - 10am -5pm. 4 Homes, Equine Center, Art Guild Exhibit, Silent Auction, and more. Go to cliftoncwc.org for ticket info/etc.

Blurb for publications:

Clifton Woman's Club's 48th Homes Tour scheduled for Friday, May 16, 2025.

Proceeds fund four \$2,000 scholarships for George Mason/NOVA/and one local high school. Tour includes four homes in Clifton/Fairfax Station, Cloverleaf Equine Center, Acacia Lodge featuring Art Guild of Clifton, and Clifton Presbyterian Church featuring Vendor Fair, Silent Auction, Accessories Sale and refreshments. Tour Hours: 9am to 5pm. Go to: cliftoncwc.org for Ticket Book Purchase and further information.

From: Clifton Clerk <clerk@cliftonva.gov>
Sent: Tuesday, February 4, 2025 12:27 PM

To: Sharon Emory <Stemory44@outlook.com>

Subject: Re: Request for Meeting/Contact points

Hi Sharon,

Thanks so much for reaching out! I can certainly add you to our agenda for the March Town Council meeting on Tuesday, March 4. Just to confirm, you're primarily going to be discussing the use of the Clifton Elementary School sign? If you could provide the language you would like to have on the sign and the dates for which you would want that up then I can include that in your request.

Regarding notifying the public, I can share with the Mayor to see if he would include it in one of his upcoming Mayor's Scoop newsletters. I definitely have the contact information for the CBA, I will have to look to see about the Clifton Clatter as that's not one I'm familiar with (I still count myself as new in Town!). What I would ask for is if you could send us a little blurb that you would like us to include so that we can make sure we're capturing your event properly.

Happy to help any way that we can.

On Mon, Feb 3, 2025 at 4:11 PM Sharon Emory <Stemory44@outlook.com> wrote:

I represent the Clifton Community Woman's Club. We are hosting a Homes' Tour in the Clifton/Fairfax Station area on Friday, May 16, with 4 homes, Cloverleaf Equine Center, Acacia Lodge, and the Clifton Presbyterian Church. We went to a Board Meeting last year and discussed the tour. Although we were told we did not have to have permission for the tour, we would have to come back to discuss signage. We would like to attend the March meeting if that is possible. It would be two members of the club, including me.

The Major spoke at one of our Club meetings and he indicated we could have access to the Digital Sign, which I think is on the old elementary school property. We would like information on how we can gain access to that Sign prior to our Tour.

Additionally, we would like contact information for any forums/publications/etc, that we could use to promote our tour, such as the Clifton Clatter, Clifton Betterment Association, etc.

Thank you for any information you can provide for our major Fundraising Event of the Year. We use the funds to provide four \$2,000 Scholarships to George Mason, NOVA, and one Fairfax County High School each year.

Thank you for your help, Sharon Emory, Ways and Means Committee Chair

--

Sincerely,
Kerrie Gogoel (she/her)
Town Clerk, Clifton, VA

Sharon Emory <Stemory44@outlook.com>
To: "clerk@cliftonva.gov" <clerk@cliftonva.gov>

Tue, Feb 4, 2025 at 2:18 PM

From: Sharon Emory <Stemory44@outlook.com>
Sent: Tuesday, February 4, 2025 2:16 PM
To: Clifton Clerk <clerk@cliftonva.gov>
Subject: Re: Request for Meeting/Contact points

Thank you for adding us to the March 4 Town Council meeting. We have discussed the Homes Tour scheduled for Friday, May 16 at the November 2023 Board meeting. Also, Mayor Peterson spoke at our October 2024 meeting where we got additional input including availability of the Elementary School Digital Sign.

We would like to get final approval for the large sign over Main Street to be installed two weeks before the Tour. Also, want to get similar approval recently given to the Boy Scouts for sign placement.

See below for wordage for digital sign and also short Blurb for inclusion/use for Mayor's Scoop Newsletter, Clifton Calendar/Clifton Clatter/Clifton Betterment Association distribution/etc, if appropriate.

Digital Sign:

Clifton Woman's Club 48th Homes Tour - May 16, 2025 - 10am -5pm. 4 Homes, Equine Center, Art Guild Exhibit, Silent Auction, and more. Go to cliftoncwc.org for ticket info/etc.

Blurb for publications:

Clifton Woman's Club's 48th Homes Tour scheduled for Friday, May 16, 2025.

Proceeds fund four \$2,000 scholarships for George Mason/NOVA/and one local high school. Tour includes four homes in Clifton/Fairfax Station, Cloverleaf Equine Center, Acacia Lodge featuring Art Guild of Clifton, and Clifton Presbyterian Church featuring Vendor Fair, Silent Auction, Accessories Sale and refreshments. Tour Hours: 9am to 5pm. Go to: cliftoncwc.org for Ticket Book Purchase and further information.

From: Clifton Clerk <clerk@cliftonva.gov>
Sent: Tuesday, February 4, 2025 12:27 PM
To: Sharon Emory <Stemory44@outlook.com>
Subject: Re: Request for Meeting/Contact points

Hi Sharon,

Thanks so much for reaching out! I can certainly add you to our agenda for the March Town Council meeting on Tuesday, March 4. Just to confirm, you're primarily going to be discussing the use of the Clifton Elementary School sign? If you could provide the language you would like to have on the sign and the dates for which you would want that up then I can include that in your request.

Regarding notifying the public, I can share with the Mayor to see if he would include it in one of his upcoming Mayor's Scoop newsletters. I definitely have the contact information for the CBA, I will have to look to see about the Clifton Clatter as that's not one I'm familiar with (I still count myself as new in Town!). What I would ask for is if you could send us a little blurb that you would like us to include so that we can make sure we're capturing your event properly.

Happy to help any way that we can.

On Mon, Feb 3, 2025 at 4:11 PM Sharon Emory <Stemory44@outlook.com> wrote:

I represent the Clifton Community Woman's Club. We are hosting a Homes' Tour in the Clifton/Fairfax Station area on Friday, May 16, with 4 homes, Cloverleaf Equine Center, Acacia Lodge, and the Clifton Presbyterian Church. We went to a Board Meeting last year and discussed the tour. Although we were told we did not have to have permission for the tour, we would have to come back to discuss signage. We would like to attend the March meeting if that is possible. It would be two members of the club, including me.

The Major spoke at one of our Club meetings and he indicated we could have access to the Digital Sign, which I think is on the old

elementary school property. We would like information on how we can gain access to that Sign prior to our Tour.

Additionally, we would like contact information for any forums/publications/etc, that we could use to promote our tour, such as the Clifton Clatter, Clifton Betterment Association, etc.

Thank you for any information you can provide for our major Fundraising Event of the Year. We use the funds to provide four \$2,000

Scholarships to George Mason, NOVA, and one Fairfax County High School each year.

Thank you for your help, Sharon Emory, Ways and Means Committee Chair

--

Sincerely,
Kerrie Gogoel (she/her)
Town Clerk, Clifton, VA

Sharon Emory <Stemory44@outlook.com>
To: "clerk@cliftonva.gov" <clerk@cliftonva.gov>

Tue, Feb 4, 2025 at 2:24 PM

From: Sharon Emory <Stemory44@outlook.com>
Sent: Tuesday, February 4, 2025 2:18 PM
To: clerk@cliftonva.gov <clerk@cliftonva.gov>
Subject: Fw: Request for Meeting/Contact points

From: Sharon Emory <Stemory44@outlook.com>
Sent: Tuesday, February 4, 2025 2:16 PM
To: Clifton Clerk <clerk@cliftonva.gov>
Subject: Re: Request for Meeting/Contact points

Thank you for adding us to the March 4 Town Council meeting. We have discussed the Homes Tour scheduled for Friday, May 16 at the November 2023 Board meeting. Also, Mayor Peterson spoke at our October 2024 meeting where we got additional input including availability of the Elementary School Digital Sign.

We would like to get final approval for the large sign over Main Street to be installed two weeks before the Tour. Also, want to get similar approval recently given to the Boy Scouts for sign placement.

See below for wordage for digital sign and also short Blurb for inclusion/use for Mayor's Scoop Newsletter, Clifton Calendar/Clifton Clatter/Clifton Betterment Association distribution/etc, if appropriate.

Digital Sign:

Clifton Woman's Club 48th Homes Tour - May 16, 2025 - 10am -5pm. 4 Homes, Equine Center, Art Guild Exhibit, Silent Auction, and more. Go to cliftoncwc.org for ticket info/etc.

Blurb for publications:

Clifton Woman's Club's 48th Homes Tour scheduled for Friday, May 16, 2025.

Proceeds fund four \$2,000 scholarships for George Mason/NOVA/and one local high school. Tour includes four homes in Clifton/Fairfax Station, Cloverleaf Equine Center, Acacia Lodge featuring Art Guild of Clifton, and Clifton Presbyterian Church featuring Vendor Fair, Silent Auction, Accessories Sale and refreshments. Tour Hours: 9am to 5pm. Go to: cliftoncwc.org for Ticket Book Purchase and further information.

From: Clifton Clerk <clerk@cliftonva.gov>
Sent: Tuesday, February 4, 2025 12:27 PM
To: Sharon Emory <Stemory44@outlook.com>
Subject: Re: Request for Meeting/Contact points

Hi Sharon,

Thanks so much for reaching out! I can certainly add you to our agenda for the March Town Council meeting on Tuesday, March 4. Just to confirm, you're primarily going to be discussing the use of the Clifton Elementary School sign? If you could provide the language you would like to have on the sign and the dates for which you would want that up then I can include that in your request.

Regarding notifying the public, I can share with the Mayor to see if he would include it in one of his upcoming Mayor's Scoop newsletters. I definitely have the contact information for the CBA, I will have to look to see about the Clifton Clatter as that's not one I'm familiar with (I still count myself as new in Town!). What I would ask for is if you could send us a little blurb that you would like us to include so that we can make sure we're capturing your event properly.

Happy to help any way that we can.

On Mon, Feb 3, 2025 at 4:11 PM Sharon Emory <Stemory44@outlook.com> wrote:

I represent the Clifton Community Woman's Club. We are hosting a Homes' Tour in the Clifton/Fairfax Station area on Friday, May 16, with 4 homes, Cloverleaf Equine Center, Acacia Lodge, and the Clifton Presbyterian Church. We went to a Board Meeting last year and discussed the tour. Although we were told we did not have to have permission for the tour, we would have to come back to discuss signage. We would like to attend the March meeting if that is possible. It would be two members of the club, including me.

The Major spoke at one of our Club meetings and he indicated we could have access to the Digital Sign, which I think is on the old elementary school property. We would like information on how we can gain access to that Sign prior to our Tour.

Additionally, we would like contact information for any forums/publications/etc, that we could use to promote our tour, such as the Clifton Clatter, Clifton Betterment Association, etc.

Thank you for any information you can provide for our major Fundraising Event of the Year. We use the funds to provide four \$2,000 Scholarships to George Mason, NOVA, and one Fairfax County High School each year.

Thank you for your help, Sharon Emory, Ways and Means Committee Chair

--

Sincerely,
Kerrie Gogoel (she/her)
Town Clerk, Clifton, VA

Clifton Clerk <clerk@cliftonva.gov>
To: Sharon Emory <Stemory44@outlook.com>

Wed, Feb 5, 2025 at 11:23 AM

Hi Sharon,

Thanks for all of this information. A couple of additional questions:

- For the banner over Main Street request: do you have details as to the information listed on the banner or a picture of it? Additionally please provide the exact dates of your request
- For the signs: can you please provide pictures of the signs as well as locations marked on a map of where you plan to place them? Additionally please provide the exact dates of your request
- For the Clifton Elementary School Sign: as this is not a digital sign, I'm not positive that we have enough room for that much language, could you please provide something shorter? Additionally please provide the exact dates of your request

Clifton Clerk <clerk@cliftonva.gov>
To: Sharon Emory <Stemory44@outlook.com>

Thu, Feb 20, 2025 at 10:48 AM

Hi Sharon,

I just wanted to follow up on the information requested below to ensure we can discuss your requests at the upcoming Town Council meeting. I've summarized your request below and also wanted to provide some updates on the publications for you as well.

- Publications:
 - You requested the following language to be included in an upcoming Mayor's Scoop: Clifton Woman's Club's 48th Homes Tour scheduled for Friday, May 16, 2025. Proceeds fund four \$2,000 scholarships for George Mason/NOVA/and one local high school. Tour includes four homes in Clifton/Fairfax Station, Cloverleaf Equine Center, Acacia Lodge featuring Art Guild of Clifton, and Clifton Presbyterian Church featuring Vendor Fair, Silent Auction, Accessories Sale and refreshments. Tour Hours: 9am to 5pm. Go to: cliftoncwc.org for Ticket Book Purchase and further information.
 - You requested contact information for the CBA Newsletter and Clifton Clatter. In my investigation it appears that the Clifton Clatter was perhaps put out by the CBA, but what I'm seeing on their site is that it hasn't been updated since Summer of 2023. In any case, the email address associated with previous iterations of the Clatter is cliftonclatter@gmail.com and you can reach CBA personnel to inquire about the Clatter and inclusion in the monthly newsletter at info@cliftonvirginia.org
- For the banner over Main Street request:
 - Do you have details as to the information listed on the banner or a picture of it?
 - Additionally please provide the exact dates of your request
- For the physical signs:
 - Can you please provide pictures of the signs as well as locations marked on a map of where you plan to place them?
 - Additionally please provide the exact dates of your request
- For the Clifton Elementary School Sign:
 - You have requested the following language to be on the CES sign: Clifton Woman's Club 48th Homes Tour - May 16, 2025 - 10am -5pm. 4 Homes, Equine Center, Art Guild Exhibit, Silent Auction, and more. Go to cliftoncwc.org for ticket info/etc.
 - As this is not a digital sign, I do not believe that we have enough room for that much language, could you please provide something shorter? I've provided the image below of the sign from last year as a reference for the sort of length that should work.



- Additionally please provide the exact dates of your request

Please let me know if you have any questions or need anything else!

On Wed, Feb 5, 2025 at 11:23 AM Clifton Clerk <clerk@cliftonva.gov> wrote:

Hi Sharon,

Thanks for all of this information. A couple of additional questions:

- For the banner over Main Street request: do you have details as to the information listed on the banner or a picture of it? Additionally please provide the exact dates of your request
- For the signs: can you please provide pictures of the signs as well as locations marked on a map of where you plan to place them? Additionally please provide the exact dates of your request
- For the Clifton Elementary School Sign: as this is not a digital sign, I'm not positive that we have enough room for that much language, could you please provide something shorter? Additionally please provide the exact dates of your request

--

Sincerely,
Kerrie Gogoel (she/her)
Town Clerk, Clifton, VA

Clifton Clerk <clerk@cliftonva.gov>
To: Sharon Emory <Stemory44@outlook.com>

Thu, Feb 27, 2025 at 10:51 AM

Hi Sharon,

I would like to follow up on the below message to see if you had any of the additional requested information, and also wanted to confirm that you will have representatives attending the upcoming Town Council meeting next week on Tuesday March 4? Please let me know!

On Thu, Feb 20, 2025 at 10:48 AM Clifton Clerk <clerk@cliftonva.gov> wrote:

Hi Sharon,

I just wanted to follow up on the information requested below to ensure we can discuss your requests at the upcoming Town Council meeting. I've summarized your request below and also wanted to provide some updates on the publications for you as well.

- Publications:
 - You requested the following language to be included in an upcoming Mayor's Scoop: Clifton Woman's Club's 48th Homes Tour scheduled for Friday, May 16, 2025. Proceeds fund four \$2,000 scholarships for George Mason/NOVA and one local high school. Tour includes four homes in Clifton/Fairfax Station, Cloverleaf Equine Center, Acacia Lodge featuring Art Guild of

Clifton, and Clifton Presbyterian Church featuring Vendor Fair, Silent Auction, Accessories Sale and refreshments. Tour Hours: 9am to 5pm. Go to: cliftoncwc.org for Ticket Book Purchase and further information.

- You requested contact information for the CBA Newsletter and Clifton Clatter. In my investigation it appears that the Clifton Clatter was perhaps put out by the CBA, but what I'm seeing on their site is that it hasn't been updated since Summer of 2023. In any case, the email address associated with previous iterations of the Clatter is cliftonclatter@gmail.com and you can reach CBA personnel to inquire about the Clatter and inclusion in the monthly newsletter at info@cliftonvirginia.org
- For the banner over Main Street request:
 - Do you have details as to the information listed on the banner or a picture of it?
 - Additionally please provide the exact dates of your request
- For the physical signs:
 - Can you please provide pictures of the signs as well as locations marked on a map of where you plan to place them?
 - Additionally please provide the exact dates of your request
- For the Clifton Elementary School Sign:
 - You have requested the following language to be on the CES sign: Clifton Woman's Club 48th Homes Tour - May 16, 2025 - 10am -5pm. 4 Homes, Equine Center, Art Guild Exhibit, Silent Auction, and more. Go to cliftoncwc.org for ticket info/etc.
 - As this is not a digital sign, I do not believe that we have enough room for that much language, could you please provide something shorter? I've provided the image below of the sign from last year as a reference for the sort of length that should work.



-
- Additionally please provide the exact dates of your request

Please let me know if you have any questions or need anything else!

On Wed, Feb 5, 2025 at 11:23 AM Clifton Clerk <clerk@cliftonva.gov> wrote:

Hi Sharon,

Thanks for all of this information. A couple of additional questions:

- For the banner over Main Street request: do you have details as to the information listed on the banner or a picture of it? Additionally please provide the exact dates of your request
- For the signs: can you please provide pictures of the signs as well as locations marked on a map of where you plan to place them? Additionally please provide the exact dates of your request
- For the Clifton Elementary School Sign: as this is not a digital sign, I'm not positive that we have enough room for that much language, could you please provide something shorter? Additionally please provide the exact dates of your request

--

Sincerely,
Kerrie Gogoel (she/her)
Town Clerk, Clifton, VA

--

Sincerely,
Kerrie Gogoel (she/her)
Town Clerk, Clifton, VA