



**CLIFTON TOWN COUNCIL MEETING  
TUESDAY, DECEMBER 6, 2016, 7:30 PM  
CLIFTON TOWN MEETING HALL  
12641 CHAPEL ROAD  
CLIFTON, VA 20124**

**Present:** Mayor Bill Hollaway; Vice Mayor Jennifer Heilmann; Councilmember Deborah Dillard; Councilmember Regan McDonald; Councilmember Wayne Nickum.  
**Staff:** Marilyn Barton, Town Treasurer; Amanda Christman, Town Clerk.  
**Absent:** Mayor Hollaway, from 7:30–7:40 PM; Councilmember Darrell Poe.

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**The Regular Meeting was called to order by Councilmember Nickum at 7:30 PM.**

Order of Business:

A moment of silence was observed in honor of Dr. Jamie Netschert.

1. Report of the Town Clerk:

a. Review of the Minutes (previous regular meetings and any special meetings).

- **Councilmember McDonald moved to approve the November 2016 Minutes as presented, seconded by Councilmember Dillard. The motion was approved by poll vote, 3-0-1 (Vice Mayor Heilmann abstained; Mayor Hollaway was absent).**

2. Report of the Treasurer.

**See attached report.**

a. Presentation of Financial Statements.

b. Statistical Report on BPOL Filings (No Names or Amounts).

- **Vice Mayor Heilmann moved to approve the Treasurer's report as presented, second by Councilmember McDonald. The motion was approved by poll vote, 4-0.**
- **Councilmember McDonald moved to approve the expense of \$525 to repair the welding of a basketball standard on the basketball court, seconded by Councilmember Dillard. The motion was approved by roll-call vote: Heilmann: Aye; Dillard: Aye; McDonald: Aye; Nickum: Aye.**

3. Reports of Planning Commission, Architectural Review Board, and Committees:

a. Planning Commission.

**No report**

b. Architectural Review Board.

**No report**

c. Business Committee.

Vice Mayor Heilmann reported that this is a busy season for the business community, and therefore the continued development of plans for Signs in Ayre Square will have to wait until after the holidays.

d. Streetscape Committee – Consideration and Approval of Streetscape Design Contract.

Councilmember McDonald presented the proposed contract and scope of services for J2 Engineers for the Streetscape Project for Main Street - Phase 2a. This was followed by a review of Appendix A - Amendment No. 3b of the previously approved VDOT agreement, which contains the project cost estimate and estimated cost share.

The council requested for more time to review the contract before submitting to VDOT, as the final version had just become available and may change upon review. Submitting to VDOT and reviewing concurrently was mentioned, but not supported.

The \$50,000 (approximate) cost share for design was the next point of discussion. Although the streetscape effort has been ongoing for a long time, entering into a contract for design is a major decision point. Members and some attendees brought up several concerns and questions regarding the project:

- What will it actually look like? (the renderings from the streetscape plan were circulated)
- Are residents of the Town still in favor of the project? Public meeting was a long time ago.
- What will be the impact on businesses during construction? Mention of Middleburg project and some shops going out of business due to impact on parking and access.
- Are all the affected property owners in agreement?
- Concern over the total construction cost and cost share, especially if additional grant funds were not available.
- Concern that the town may never be able to afford Phase 2b, so one part of town would look different.
- Is the streetscape appropriate, or will it change the character of the town?
- VDOT may not approve angle parking.
- **Councilmember Nickum moved to move to continue the discussion at the January Town Council meeting, seconded by Councilmember Dillard. The motion was approved by poll vote, 5-0.**

e. Homes Tour.

The event was successful. Lots of effort was put into it and many tickets were sold. Mayor Hollaway noted that the event is for community-building, not to generate funds.

4. Communications.

**None.**

5. Citizen's Remarks.

Adopted as revised by the Town Council on January 3, 2017

Tom Peterson informed the Council that a group of residents would like to name the basketball court after Dr. Jamie Netschert, and erect a plaque of some sort. He requested guidance from the Council on how to proceed.

The idea of renaming the basketball court was well received. The Council will look into how past plaques were paid for in order to determine town fund share for markers placed on Town property. Mr. Peterson will submit a specific proposal with respect to the wording on the plaque, size, location and price.

#### 6. Unfinished Business.

##### a. Town Banners - Replacement or New Design.

The Council discussed the reasoning behind keeping the banners, and several possible design options were examined.

- **Councilmember Dillard moved to keep the banners and replace them as needed, with new banners to have the same size as the existing, with the designs to be approved by the Council, to be in place in April, 2017, seconded by Mayor Hollaway. The motion was approved by poll vote, 5-0.**

#### 7. Adjournment.

- **Councilmember Nickum moved to adjourn the Meeting, seconded by Councilmember Dillard. The motion was approved by poll vote, 5-0.**

The Meeting was adjourned at 9:21 PM.