



**CLIFTON TOWN COUNCIL MEETING
WEDNESDAY, MAY 4, 2016, 7:30 PM
CLIFTON TOWN MEETING HALL
12641 CHAPEL ROAD
CLIFTON, VA 20124**

Present: Mayor Bill Hollaway; Vice Mayor Dwayne Nitz; Councilmember Deborah Dillard; Councilmember Jennifer Heilmann; Councilmember Eric Hencken; Councilmember Wayne Nickum.
Staff: Marilyn Barton, Town Treasurer; Amanda Christman, Town Clerk.

The Public Hearings and Regular Meeting were called to order by Mayor Hollaway at 7:33 PM.

Public Hearings

1. Public Hearing on Town of Clifton Budget for FY2017.

No comments were provided.

- **Councilmember Nickum moved to close the Public Hearing, seconded by Mayor Hollaway. The motion was approved, 6-0.**

2. Public Hearing on Revisions to Town Code to Implement Fairfax County Collection of Vehicle Fees for the Town.

A question was asked about how Fairfax County would notify and bill residents for the vehicle registration fees. The answer was that the fees would be included with the property tax bills that the County mails out each year. A resident asked when the new billing would start. The answer was that the billing schedule would remain the same, with fees being due each October. A question was asked about whether and how the Town would notify residents of the changes. The answer was that the Town would take several measures to notify everyone, including Town-wide emails and a prominent notice on the website.

No further comments or questions were received.

- **Councilmember Nickum moved to close the Public Hearing, seconded by Councilmember Hencken. The motion was approved, 6-0.**

Order of Business:

1. Report of the Town Clerk:

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

- **Mayor Hollaway moved to approve the March 2016 Minutes as revised, seconded by Councilmember Dillard. The motion was approved, 5-0-1. (Councilmember Nickum abstained).**

2. Report of the Treasurer.

See attached report.

- a. Presentation of Financial Statements.
- b. Statistical Report on BPOL Filings (No Names or Amounts).
- **Councilmember Nickum moved to approve the report as presented, seconded by Councilmember Hencken. The motion was approved, 6-0.**

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

- a. Planning Commission.

See attached report.

- i. Peterson's Ice Cream Depot Proposed Special Use Permit Amendment.

- **Councilmember Nickum moved to approve the application as presented with the Planning Commission recommendations, and conditioned on the parking and ARB requirements being met within 60 days, seconded by Vice Mayor Nitz. The motion was approved, 5-0-1. (Mayor Hollaway abstained).**

- b. Architectural Review Board.

Vice Mayor Nitz reported on the proceedings of last month's ARB meeting:

- i. Peterson's Ice Cream Depot Kitchen Structure Screening.

The mansard roof, extension of screening fence, and lattice plans for the kitchen structure were approved.

- ii. Pline garage

The design has been approved by the ARB and needs to be reviewed by the Planning Commission.

- iii. Clifton Café

The ARB issued approval for new signage to replace the old signage. There were some questions about how many signs are in the lot, and whether that many signs would be needed, warranting further research.

- c. Committees:

- i. Clifton Business Committee – Request for Temporary Banners at Businesses for Spring Sidewalk/Porch Sale - May 13-15, 2016.

- **Councilmember Nickum moved to approve the request to display temporary banners and to approve the event for Hydrangea, All That Glitters, Belle Jar Design, Cupcaked, Goldenshill Papercraft, and T&K Treasures on their property provided it is not on the sidewalk, not on parking spaces, and doesn't impede pedestrian traffic, seconded by Councilmember Dillard. The motion was approved, 5-0-1. (Councilmember Heilmann abstained).**

- ii. Clifton Arts Council – Update.

A fundraiser event hosting various performances is scheduled on July 8th, from 6-10 pm. Proceeds will benefit the upcoming Film Festival. "The Tragical History of Doctor Faustus" performance will run on Saturdays and Sundays for two weeks starting July 9th, with all proceeds to benefit the Town. "The Wedding Singer" performance is running this weekend at Fairfax High School - many local youths are involved.

- iii. Town Calendar 2017- Committee, Plan, Schedule.

- **Mayor Hollaway moved to appoint Chuck Rusnak, Councilmember-Elect Poe, and himself to the Town calendar committee, seconded by Councilmember Nickum. The motion was approved, 6-0.**

4. Communications.

- **Vice Mayor Nitz moved for the Town Council to nominate the Poe family as a candidate for a free roof replacement, based on their significant service to the community, and that Mayor Hollaway send the nomination letter to No Roof Left Behind, seconded by Councilmember Heilmann. The motion was approved, 6-0.**

5. Citizen's Remarks.

None.

6. Unfinished Business.

a. Art Guild Trash Consolidation Proposal.

- **Councilmember Hencken moved to approve the proposal as presented, stipulating that the Art Guild of Clifton will be contractors and will hold the Town harmless from any liability, beginning May 8th, 2016, seconded by Vice Mayor Nitz. Chuck Rusnak, the Art Guild representative, agreed to the condition. The motion was approved by roll-call vote: Hollaway, Aye; Nitz, Aye; Dillard, Aye; Heilman, Aye; Hencken, Aye; Nickum, Aye.**

b. New Process for Town Car Tags.

- **Mayor Hollaway moved to approve the revisions to the Town Code to implement Fairfax County's collection of Vehicle Fees for the Town, seconded by Councilmember Hencken. The motion was approved, 6-0.**

i. Vanity Plates to be Sold to Town Residents.

- **Councilmember Hencken moved to table the item, seconded by Mayor Hollaway. The motion was approved, 6-0.**

c. Children's Park Landscaping Plan.

- **Councilmember Nickum moved to table the item, seconded by Mayor Hollaway. The motion was approved, 6-0.**

d. Rental Policy for Children's Park – Restrictions and Limitations.

- **Councilmember Hencken moved to end the Town's policy of renting the park out for private events, effective immediately, other than for any rentals that have already been formally arranged, seconded by Councilmember Heilmann. The motion was approved, 6-0.**

7. New Business.

a. **Need for Frequent Renters of Community Hall to Obtain Use Permit and Pay BPOL. The Clerk will send a letter notifying qualifying renters of the Use Permit Application and BPOL requirements.**

8. Executive Session – Personnel Matters.

- **At 9:46PM, Mayor Hollaway moved for the Council to go into Executive Session in order to discuss only matters that are appropriately addressed in Executive Session, seconded by Councilmember Hencken. The motion was approved, 6-0.**

9. Adjournment.

- **After concluding the discussion, Mayor Hollaway moved to come out of Executive Session, having only discussed matters that were appropriately addressed in**

Adopted as revised by the Town Council on June 7, 2016

Executive Session, seconded by Councilmember Hencken. The motion was approved, 6-0.

- **Mayor Hollaway moved to adjourn, seconded by Councilmember Hencken. The motion was approved, 6-0.**