



**CLIFTON TOWN COUNCIL MEETING
TUESDAY, JUNE 6, 2017; 7:30 PM
CLIFTON TOWN MEETING HALL
12641 CHAPEL ROAD
CLIFTON, VA 20124**

Present: Mayor Bill Hollaway; Vice Mayor Jennifer Heilmann; Councilmember; Councilmember Regan McDonald; Councilmember Melissa Milne; Councilmember Wayne Nickum; Councilmember Darrell Poe.
Staff: Marilyn Barton, Town Treasurer; Amanda Christman, Town Clerk.
Absent: Mayor Hollaway, from 7:30 – 7:35 PM; Councilmember McDonald, from 7:30—7:36 PM.

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

Order of Business:

1. Report of the Town Clerk:

- a. Review of the Minutes (previous regular meetings and any special meetings).
 - **Councilmember Poe moved to approve the May 2017 Minutes as revised, seconded by Councilmember Milne. The motion was approved by poll vote, 4-0.**
- b. Authorization for Town Treasurer to Sign Revised MOU with Fairfax County on Collection of Vehicle Fees.
 - **Councilmember Poe moved to authorize the Treasurer to sign the revised MOU, seconded by Vice Mayor Heilmann. The motion was approved by poll vote, 4-0.**
- c. Renew Cooperation Agreement with Fairfax County on HUD Community Block Grant and HOME Programs.
 - **Councilmember Nickum moved to authorize the Mayor or Vice Mayor to sign the proposed amendment to the renewed Cooperation Agreement with Fairfax County on HUD Community Block Grant and HOME Programs, seconded by Councilmember Poe. The motion was approved by poll vote, 4-0.**

2. Report of the Treasurer.

See attached report.

- a. Presentation of Financial Statements.
 - **Vice Mayor Heilmann moved to approve the Audit Report for FY2016, seconded by Councilmember Poe. The motion was approved by poll vote, 5-0.**
- b. Statistical Report on BPOL Filings (No Names or Amounts).
 - **Councilmember Poe moved to approve the Treasurer's report as presented, seconded by Vice Mayor Heilmann. The motion was approved by poll vote, 6-0.**

- **Councilmember Nickum moved to add the consideration of additional expenditures in the current fiscal year to the Meeting Agenda, seconded by Councilmember Milne. The motion was approved by poll vote, 6-0.**
- **Councilmember Milne moved to authorize an expenditure of up to \$2,500 to repair the Town's playground equipment, seconded by Councilmember McDonald. The motion was approved by roll-call: Nickum: Aye; McDonald: Aye; Milne: Aye; Hollaway: Aye; Heilmann: Aye; Poe: Aye.**

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

a. Planning Commission.

See attached report.

- **Councilmember Nickum moved to approve the recommendations of the Planning Commission to approve a Preliminary Use Permit for construction at the Tengesdal residence, seconded by Mayor Hollaway. The motion was approved by poll vote, 6-0.**

b. Architectural Review Board.

See attached report.

c. Business Committee.

None.

d. Committee on the Environment (COTE).

The Committee on the Environment reported on the status of the Town's Butterfly Garden project, and reported on an upcoming educational event for adults, to be held at the Community Meeting Hall on June 25, from 2-4 PM.

e. Clifton Arts Council.

Councilmember Poe reported that there will be a theatrical performance of the Oscar Wilde play, *The Ideal Husband*, at 7:15 PM on June 10th at the Community Meeting Hall.

i. Clifton Film Celebration – Updates and Summer Event.

Councilmember Poe reported that several submissions have been received, so far; some of them from big-screen actors. The Arts Council is working with members of the community to develop commemorative awards categories. The opening night will include a screening of the restored version of *A Farewell to Arms*, starring Helen Hayes, (a former resident of the Town).

f. Committees:

i. Community Hall – Girl Scout Little Free Library – Update.

Councilmember Poe reported on the successful installation and ribbon-cutting ceremony for the Girl Scout Little Free Library.

ii. Community Hall – Parking Lot Re-Striping – Update.

Councilmember Poe reported that he continues to work with Fairfax County on the plans to re-stripe the parking lot.

iii. Communications Committee – Migration to .Gov Domain - Update.

Councilmember Poe reported that a proposal from the web developer will be forthcoming. The new website may be ready as early as July.

iv. Oral History Project – Update.

Mayor Hollaway reported that all the equipment needed for the project has been obtained, and testing will commence soon. The cost for purchasing the equipment amounted to \$1,082.94, which was less than what was authorized.

v. Parks Committee - New Mulch for Children's Playground - FYE 1806.

- **Councilmember Nickum moved to authorize an expenditure of \$2625.00 for new mulch for the Children's Playground, seconded by Councilmember McDonald. The motion was approved by roll call: Nickum: Aye; McDonald: Aye; Milne: Aye; Hollaway: Aye; Heilmann: Aye; Poe: Aye.**

4. Communications.

None.

5. Citizen's Remarks.

A question was asked about the situation with Clifton license plates and decals. The Council is interested in offering a commemorative plate, if anyone steps forward and is willing to lead the design effort.

A request was made for the Council to pass a resolution affirming the underlying spirit and principles of the Paris Climate Accord. The item will be added to the Agenda for next month's meeting.

6. Unfinished Business.

a. Approval of Town of Clifton Annual Budget for FYE 1806.

- **Councilmember Nickum moved to adopt the FY2018 Budget as revised, seconded by Councilmember Milne. The motion was approved by roll-call: Nickum: Aye; McDonald: Aye; Milne: Aye; Hollaway: Aye; Heilmann: Aye; Poe: Aye.**
- **Councilmember Nickum moved to approve three Resolutions: To Adopt the FY2018 Budget; To Adopt Fees; and To Appropriate Funds, seconded by Councilmember Milne. The motion was approved by poll vote, 6-0.**

b. Town Streetscape Phase 2 Project Contract - VDOT Approval and Town Award.

- **Councilmember McDonald moved to authorize the approval of the revised contract with J2 Engineers, with the only change being the removal of geotechnical services, and authorize Mayor Hollaway to execute the contract, seconded by Councilmember Nickum. The motion was approved by roll-call: Nickum: Aye; McDonald: Aye; Milne: Aye; Hollaway: Aye; Heilmann: Aye; Poe: Aye.**

7. New Business.

- **Councilmember Poe moved to reschedule the next Council meeting to be held on Tuesday, July 11th at 7:30 PM, at the Community Meeting Hall, because the first Tuesday of the month falls on the July 4th holiday, seconded by Mayor Hollaway. The motion was approved by poll vote, 6-0.**

a. Light Fixture for Railroad Siding Parking Lot.

Councilmember Nickum reported that complaints have been received that the area next to the caboose plaque is not sufficiently illuminated. The evaluation of the situation is ongoing.

Councilmember Nickum also reported that he continues to monitor the status of filling in the trench alongside the railroad tracks.

b. Process for Enforcement of Town Code Violations.

It was noted that there are numerous and ongoing sign violations within Town. The Council requested that the ARB to release an announcement to inform the community that efforts

Adopted as revised by the Town Council on July 11, 2017

to identify Code violations of posted signs will be increased and letters will be mailed to property owners and businesses to assure compliance with the Town Code for signs posted within the Town.

8. Adjournment.

- **Councilmember Nickum moved to adjourn, seconded by Councilmember Poe. The motion was approved by poll vote, 6-0.**

The Meeting was adjourned at 9:37 PM.