

TOWN OF CLIFTON, VIRGINIA

TOWN OF CLIFTON - Proposed Income/Expense Budget

		FY 2023	
REVENUES:			
Taxes & Permits Revenues:			
ARB Permits	1,500.00		
BPOL	38,000.00		
BZA Fees			
Va Communications Sales Tax	4,500.00		
Va Car Rental Distribution	5,500.00		
Cox & Verizon PEG Franchise Revenue & State Communication Sales and Use Tax	3,200.00		
Motor Vehicle Tags	7,500.00		
No. Va. Cigarette Tax	1,500.00		
Railroad Tax	1,600.00		
Sales Tax	37,500.00		
Meals Tax			
Use Permits	1,000.00		
Utility Consumption Tax	1,000.00		
TOTAL TAXES & PERMITS:			102,800.00
Town Facilities Rentals:			
Community Hall	5,000.00		
Pink House	34,800.00		
TOTAL FACILITIES RENTALS:			39,800.00
Other Revenues:			
Wine Festival (NET)			0.00
Clifton Arts Council			
Community Arts Program			
Clifton Film Festival			
Total Clifton Arts Council			0.00
Environmental Comiittee			
Environmental Event			
Total Environmental Committee			0.00
Haunted Trail Event			
			0.00
Historic Preservation Committee			
Historic Events in Town			
Total Historic Preservation Committee			0.00
HOMES TOUR COMMITTEE			
Homes Tour			
TOTAL HOMES TOUR COMMITTEE			0.00
Interest Income	6,500.00		6,500.00
Town Parks Committee			
Property Rental-Park/Square/Gazebo	150.00		
Total Town Parks Committee			150.00
Clifton Business Committee			

Celebrate Clifton Gala		
Total Clifton Business Committee		0.00
Fire Program State Grant- FCFD	15,000.00	15,000.00
Litter Control Grant	1,329.00	1,329.00
American Rescue Plan (COVID \$\$\$)	82,818.75	82,818.75
Other income (Donations)	0.00	0.00
TOTAL OTHER REVENUE:		105,797.75
TOTAL REVENUES:		248,397.75
EXPENSES:		
Payroll Expenses:		
Town Clerk Salary	28,000.00	
Zoning Clerk Salary	8,000.00	
ADDED by TC Aug 2016 FY17: Assistant Project Manager-Streetscape	4,000.00	
Town Clerk- Records Review Salary		
Town Treasurer Salary	27,000.00	
Town COVID Response Coordinator		
Town COVID Financial Administrator		
Town COVID - Payroll Txes		
Payroll Taxes	5,300.30	
Employee Incentives	2,000.00	
TOTAL PAYROLL EXPENSES:		74,300.30
CONTRACTUAL EXPENSES:		
Insurance	6,000.00	6,000.00
Town Government:		
ARB	300.00	300.00
Board of Zoning Appeals		
BZA - Seminars		
BZA - Legal fees - see line 94		
TOTAL BZA		0.00
Planning Commission (TOWN COUNCIL APPROVAL REQUIRED FOR OVER \$500- EXPENSE)		
Consulting & Related Expenses	5,000.00	
Town Plan Revisions	15,000.00	
Advertising for Public Hearings for Use Permits	500.00	
Legal Services	5,000.00	
General Admin/Education	300.00	
Total Planning Commission		25,800.00
TOTAL GOVERNMENT:		32,100.00
Professional Fees:		

Accounting - Year Audit Review	7,500.00	
Legal Fees	24,000.00	
TOTAL PROFESSIONAL FEES:		31,500.00
Town Facilities:		
Town Handyman - 1099 vendor for maintenance services	6,000.00	6,000.00
Ayre Square Rent	0.00	0.00
Ayre Square Maintenance	1,500.00	1,500.00
Caboose Expenses:		
Equipment	500.00	
Maintenance	1,500.00	
Total Caboose Expenses:		2,000.00
Railroad Siding Rent	2,100.00	2,100.00
Subtotal - Facilities:		11,600.00
Town Meeting Hall Expenses: (TOWN COUNCIL APPROVAL REQUIRED FOR OVER \$500- EXPENSE)		
Cleaning	2,400.00	
Electric	6,500.00	
Supplies	750.00	
General Maintenance - including floors	4,400.00	
Mgt Fee (25% of Community Hall Rentals)	1,250.00	
<i>Interior Improvements - Over \$500 requires TC approval</i>	1,000.00	
TOTAL MEETING HALL EXPENSES		16,300.00
Pink House Expenses: (TOWN COUNCIL APPROVAL REQUIRED FOR OVER \$500- EXPENSE)		
Maintenance (506005) & Repairs (506010)	5,000.00	
Repairs		
Total Pink House Expenses:		5,000.00
TOTAL TOWN FACILITIES:		32,900.00
Town Services:		
Town Elections	1,400.00	
Town Park Lawn Maintenance	2,500.00	
Grass Mowing	6,000.00	
Trash Collections	1,750.00	
Trash Consolidation - Art Guild (Split Trash)	2,600.00	
Litter Control Grant - Expense		
Fire Program State Grant Expense - passthrough to FCFD	15,000.00	
TOTAL TOWN SERVICES:		29,250.00
Utilities:		
Utilities - Electric (RR Siding,Gazebo & Ayre Sq. & street lights)	1,300.00	
TOTAL UTILITIES:		1,300.00
Dues & Subscriptions:		
Conference Attendance	1,000.00	
Other Dues & Subscriptions & Training	1,000.00	
Va Municipal League	500.00	
TOTAL DUES & SUBSCRIPTIONS:		2,500.00
Other Contractual Expenses:		
Beautification Committee		

Flowers/Barrels & Flag Pole planter-Ayre Square	1,000.00	
Christmas Tree Lighting	1,500.00	
Banner Replacement		
Flag Replacement in Town	500.00	
Railroad Siding Boxes - North & South Sides	750.00	
Total Beautification Committee		3,750.00
Citizen Recognition Fund	750.00	750.00
Communication Committee (TOWN COUNCIL APPROVAL REQUIRED FOR OVER \$500- EXPENSE)		
Web Server Annual Maintenance with Domain Subscriptions	1,100.00	
Web Site Updating & Configuration	1,000.00	
Total Communication Committee		2,100.00
Clifton Arts Council (TOWN COUNCIL APPROVAL REQUIRED FOR OVER \$500- EXPENSE)		
Clifton Halloween Night	200.00	
Clifton Film Festival		
Total Clifton Arts Council		200.00
Committee on the Environment		
Town Clean Up	150.00	
Camp Fire Event	250.00	
Environmental Events	200.00	
Wildlife preservation - Mark K equipment	500.00	
Total Environmental Committee		1,100.00
Haunted Trail Event	2,100.00	2,100.00
Historic Preservation Committee		
Historic Events in Town	500.00	
Oral History Proj	500.00	
Town Museum	0.00	
Historic Town Documents	750.00	
ADD - Storage for historic artifacts	2,400.00	
Total Historic Preservation Committee		4,150.00
Homes Tour Committee (TOWN COUNCIL APPROVAL REQUIRED FOR OVER \$500- EXPENSE)		
Homes Tour		
Total Homes Tour Committee		0.00
Legal Advertising	2,000.00	2,000.00
Mayoral Reimbursement	500.00	500.00
Town Association of Northern Virginia Event	600.00	600.00
Miscellaneous Contractual Expenses (TOWN COUNCIL APPROVAL REQUIRED FOR OVER \$500- EXPENSE)	2,500.00	2,500.00
Park Committee Expense		
Town Parks Committee (TOWN COUNCIL APPROVAL REQUIRED FOR OVER \$500- EXPENSE)		
Landscape/Ground Maintenance - Includes Playground, Ayre Square, 8 acre Park & Triangle Maintenance, Harris Park	5,000.00	
Ayre Square Christmas Trees replacement	2,000.00	
Signage Upgrade		
Tree Trimming and Replacement Planting - playground, Ayre Sq & Chapel	2,000.00	
Playground Equipment Maintenance	2,000.00	
Fall Zone Mulching	2,500.00	
Mgt Fee (25% of Property Rentals)	150.00	
Total Town Parks Committee		13,650.00

Traffic, Parking and Safety Committee	500.00	500.00
Welcoming & Sunshine Committee		
Welcome Baskets & Expressions of Sympathy		
Spring Egg Hunt	250.00	
Total Welcoming & Sunshine Committee		250.00
MISC - Emergency Repairs - new line item	7,500.00	
MISC Other <i>(TOWN COUNCIL APPROVAL REQUIRED FOR OVER \$500- EXPENSE)</i>	7,500.00	15,000.00
Bank Fees		
Clifton Business Committee		
Celebrate Clifton Gala		
Commercial District Directional Signage		
Total Clifton Business Committee		0.00
TOTAL OTHER CONTRACTUAL:		49,150.00
Commodities:		
Computer Supplies - Hardware & Software	1,580.00	
Zoom Acct and Adobe	450.00	
Copies	200.00	
License Plates	100.00	
Miscellaneous Commodities - office services	300.00	
Office Supplies	1,000.00	
Office Equipment	500.00	
Postage & Delivery	600.00	
Miscellaneous- <i>(TOWN COUNCIL APPROVAL REQUIRED FOR OVER \$500- EXPENSE)</i>		
TOTAL COMMODITIES:		4,730.00
TOTAL EXPENSES:		257,730.30
NET INCOME (LOSS):		(9,332.55)

Town of Clifton
CAPITAL IMPROVEMENTS/GRANT INCOME
REVENUE/COST STATEMENT

REVENUES:

FEDERAL GRANTS

MAP21 TAP: TAP Statewide (Match to Expenditures) 80/20

MAP 21 TAP: TAP > 200K:

TOTAL VDOT TA - MAIN ST IMPROVEMENTS

TOTAL REVENUES:

COSTS:

Streetscape 2A - Design

VDOT TA -Main Street Improvements (80% - 20% MATCH GRANT)

Processing Easements

Streetscape 2A - Construction

Total Main Street - Special Projects Committee

TOTAL SPECIAL PROJECTS COMMITTEE:

NET REVENUES/(COST)

Preliminary engineering and design for new sidewalk

Permanent Signs

Safety Signs - Traffic Solutions

Harris Park Extension Improvements

8-Acre Park Entrance - Improvements

Purchase of Green Space

Clifton Creek Park - Trails

Public Parking Improvements

Caboose & Luggage Cart Renovation

Pink House Improvements

Town Historic Building

TOTAL CAPITAL PROJECTS from Allocation of Town Equity Funds

NET REVENUES/(COST)

TOTAL COSTS

NET REVENUES/(COST)

	80,000.00	
		80,000.00
		80,000.00
	58,000.00	
	42,000.00	
		100,000.00
		100,000.00
		(20,000.00)
	3,000.00	
	6,000.00	
	9,000.00	
	7,000.00	
	15,000.00	
	300,000.00	
	20,000.00	
	5,000.00	
	25,000.00	
		390,000.00
		(390,000.00)
		490,000.00
		(410,000.00)