



**CLIFTON TOWN COUNCIL MEETING  
TUESDAY, JANUARY 16, 2024, 7:30 PM  
WAYNE H. NICKUM COMMUNITY MEETING HALL  
12641 CHAPEL ROAD  
CLIFTON, VIRGINIA 20124**

Order of Business

1. Apply Policy for Remote Participation by Electronic Means for Town of Clifton.
  - a. Confirm and Declare Physical In-Person Quorum for Meeting.
  - b. Identify Remote Participants.
    - i. General Location of Remote Participant.
    - ii. Reason for Remote Participation.
2. Swearing in of the Mayor and Town Council for the 2024-2026 Term
  - a. Mayor's Remarks and "Meet and Greet."
  - b. Confirmation of Vice Mayor
3. Report of the Town Clerk:
  - a. Approval of the Minutes (previous meetings, special meetings, and work sessions).
4. Report of the Treasurer:
5. Financial Report.
6. Citizen's Remarks - Suggestions or complaints of citizens and taxpayers, and other persons authorized by the Mayor to address the Council.

*Each person wishing to address the Council shall, when recognized by the Mayor:*

  - *Give their name and address;*
  - *Direct their remarks to the Council and not to other citizens present;*
  - *Be limited to one period of not over three (3) minutes, unless granted additional time by unanimous consent of the Council.*
  - *Persons requesting to speak must have registered with the Town Clerk by no later than Noon of the day of the meeting. Priority to speak shall be given to persons in order registered with the Town Clerk.*
7. Reports of Committees:
  - a. Planning Commission.
  - b. Zoning Administrator.
  - c. Architectural Review Board.
  - d. Streetscape Committee.
    - i. Discuss Final Requirements from VDOT to Enable the Streetscape Project (UPC 109949) to move forward with the approved current funding.

1] If anyone attending this meeting requires an ASL or English language interpreter, or any other type of special accommodation or auxiliary aid, please contact the Town Clerk at [clerk@cliftonva.gov](mailto:clerk@cliftonva.gov). A request should be made at least five (5) days in advance of the meeting to provide sufficient time to make the necessary arrangements. These services are available at no charge to the individual.

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

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

- ii. Authorize J2 Engineers Agreement (corrected & amended) – Vote Required.
  - e. Committee on the Environment – Flood Plain Presentation (Laura McDonald).
  - f. Parks Committee.
- Dominion Energy Tree Work in 8-Acre Park – Update.
8. Unfinished Business:
- a. Alternative Sources of Revenue for the Town of Clifton – Continue Discussion.
9. New Business:
- a. Creation of a Paid Part-Time Position “Open Spaces Administrator” with annual salary of \$100 (This is necessary to meet requirements for the Streetscape).
  - b. Creation of a “Finance Committee” and “Revenue Producing Committee.”
  - c. Moving Town Elections Back to Nickum Community Hall per County Request (Beth Methfessel)
10. Adjournment.

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