

CLIFTON TOWN COUNCIL MEETING

**TUESDAY, June 4, 2024, 7:30 PM**

**WAYNE H. NICKUM COMMUNITY MEETING HALL**

**12641 CHAPEL ROAD**

**CLIFTON, VIRGINIA 20124**

Order of Business

Wayne & Donna Nickum Award Presentation

* Michelle & Jeff Stein

1. Apply Policy for Remote Participation by Electronic Means for Town of Clifton (if needed).

2. Report of the Town Clerk:

a. Approval of the Minutes (previous meetings, special meetings, and work sessions).

3. Report of the Treasurer:

4. 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.*

6. Reports of Committees: (Please note the recent finding of Brant: EVERY COMMITTEE of the town, i.e. parks, beautification, budget, finance, legal advisory, streetscape, etc., are required to have notice of its meetings of 3 or more of its members on the Town website and posted in the PO not later than 3 business days before the meeting.)

a. Planning Commission.

b. Zoning Administrator.

c. Architectural Review Board.

d. Finance Committee.

i. Pink House sale update and request to rezone from Industrial to Commercial (Motion and Public Hearing needed)

e. Special Projects Committee (Streetscape).

f. Committee on the Environment.

i. COTE FIRA Request.

g. “Wayne &amp; Donna Nickum Community Service” Committee.

i. Award Presentation at beginning of the meeting.

7. Unfinished Business:

a. Town Attorney Options (To be decided by the Legal Advisory Committee).

b. Town Clerk Search (Update from the Search Committee).

c. HVAC Update (Darrell Poe).

d. Meal’s Tax Update.

e. Report on Councilmember Stephen Effros’ discussion with Tom Stokes regarding tree cleanup and safety in 8 acre park. *(Part of discussion of potential use of excess CARES grant funds if they really are available.)*

f. Report on what our FOIA obligations are regarding Committee notices and minutes of meetings. (Councilmember Stephen Effros).

g. Website (Councilmember Stephen Effros). Need to have a fully functioning and up to date web site to stay compliant with the Open Meeting/FOIA rules.

i. PROPOSAL; revisit the question of a professional firm/contract to design and maintain Clifton.gov.

ii. Who does entry on a daily basis?

iii. Who assigns email addresses (all Town communications MUST go through Clifton.gov).

h. Review what's needed to modify the budget we are voting on at this meeting (Councilmember Stephen Effros).

i. Complying with new Department of Labor requirements.

ii. Potential Web Site increased costs.

iii. Next steps for changing the budget to use the CARES money if available.

i. CARES ACT. Discussion of options for what the Town can do with the money.

8. New Business:

a. Town Clerk Search.

b. Adopting a Resolution (unless one has been adopted with specificity).

c. Treasurer Authorization to Sign Documents.

i. Required to assure compliance with the CARES ACT and use of funds.

9. Adjournment.