

Minutes
Clifton Town Council Meeting
Tuesday, January 7, 2003
Clifton Town Hall

File
Copy

Present: Mayor Jim Chesley, Mac Arnold, Margo Buckley, Laura Harrington, Bill Hollaway, Wayne Nickum, Town Attorney Rod Williams; residents and guests of the town

The Pledge of Allegiance was said by all.

1. Motion made to approve minutes of January 7, 2003, Town Council meeting. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

2. Motion made to enter into executive session to discuss acquisition of Gilliam property. (Wayne Nickum pointed out that this had not been advertised prior to meeting.) Ayes: Chesley, Arnold, Harrington. Nays: Nickum, Buckley. Abstain: Hollaway. Motion fails.

Approved
unanimously

3. Treasurer's report: Marilyn Barton. Motion made to approve. Ayes: Arnold, Chesley, Hollway, Buckley. (Non voting: Nickum, Harrington)

4. Letter received from Clifton Fire Department concerning boiler burner problems. They would like to have stack extended ten feet, thereby making it more visible. This issue will be referred to Planning Commission by Bill Hollaway, and to the ARB by Laura Harrington.

5. HUD report: Brant Baber

a. Brant reported that there are presently bids out on 48 homes, with 20 bids won for the town, an unusually high per cent at 41%. To date Brant has not received a reply to his least letter to Ms. Malloy.

b. Motion made to include update on HUD project at February, 2003, Town Council meeting. Approved unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum. (In the meantime Brant will write up HUD resolution for use by the Town Council.)

public hearing?

6. Hemlock Overlook report: J. Bonhivert, HOTFORCE task force

a. GMU has come to realize that they must not ignore the concerns of residents living near Hemlock Overlook.

b. GMU and Park Authority have been openly communicating with residents. Tour busses are now taking alternate routes to the park, and not coming through the town as in the past. Homeowners are still concerned about the plans for the remaining 3000 other acres, and the focus by GMU on attracting corporate groups to Hemlock Overlook, which would mean increased traffic.

c. Motion made for the Town Council to adopt a resolution to support the efforts of the HOTFORCE task force. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

7. NOVA Conservation Trust and the Gilliam property: Paul Gilbert

a. Mr. Gilbert spoke about the possibility of co-ownership of the Gilliam property by the Trust and town of Clifton.

b. A co-tenancy agreement would have to be drafted, with a statement on conservation included.

c. Concerns voiced by Wayne Nickum included taxation issues, obtaining ISTEPA funds to finance deal, and the mandatory use of a state approved assessor for appraisal.

d. Motion made to call a special Town Council meeting for Sunday, January 12, 2003, at the Clifton Town Meeting Hall at 7:00 P.M., in order to discuss this transaction. (Agenda must be posted three days prior to meeting.) Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

8. Clifton Affirmation Statement: Caryn Franca

a. Caryn Franca read statement written to reflect community intentions that came as a result of the fall meeting of Clifton citizens.

b. Motion made to vote on adoption of this resolution and where it is to be posted in the town at the February, 2003, Town Council meeting. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

9. Industrial Bond Authority: ~~Brant Baber~~

a. Motion made to approve proposed ordinance, with Section 2.3 adopted as Chapter 14 of the Town Code. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

10. Planning Commission: Bill Hollaway. No report this month.

11. BZA: Steve Effros

a. According to Steve Effros, if there is a proposal on special use permits, BZA needs information so that it can advertise the meeting to the public.

12. According to Wayne Nickum, an anonymous \$1000 donation has been received for the Children's Park. Motion made to appoint Nic Heckett to the playground Committee. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

13. Motion made to approve Margo Buckley's bill for Town Community Hall services. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

14. Location and placement of speed bill board will be handled by Laura Harrington and Wayne Nickum.

15. Motion made to adjourn. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

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*Rough
draft -*

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Anonymously

CLIFTON TOWN COUNCIL MEETING AGENDA

TUESDAY, JANUARY 7, 2003, 7:30 P.M.
CLIFTON TOWN MEETING HALL
12641 CHAPEL ROAD
CLIFTON, VA 20124

Order of business

- ✓ 1. Reading of minutes of last regular meeting and any subsequent special meetings
- ✓ 2. Report of the Treasurer
- ✓ 3. Reading of communications
4. Citizens' remarks

• Hot force
• Gilliam property

A. Suggestions or complaints of citizens and taxpayers, and other persons authorized by the Mayor to address the Council

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

i. Give his or her name and address

ii. Direct his or her remarks to the Council and not to other citizens present

iii. Be limited to one period of not over five (5) minutes, unless granted additional time by unanimous consent of the Council

C. Priority shall be given to persons who have signified to the Clerk their desire to address the Council.

D. The Mayor shall enforce this Subsection.

5. Unfinished business

6. Reports of special committees

-HUD Program ✓

-Industrial Bond Authority Program ✓ Brant

7. Reports of standing committees, in the order as may be determined by the Mayor

-Architectural Review Board (ARB)

-Planning Commission

-Board of Zoning Appeals (BZA)

8. New business

9. Adjournment

If anyone attending the Town Council meeting needs a sign language interpreter, or any other type of special accommodation or auxiliary aid, please call Jim Chesley at 703-830-2129. 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.

Add: old Business

File
copy

Minutes
Special Clifton Town Council Meeting
Sunday, January 12, 2003
Clifton Town Hall

Present: Mayor Jim Chesley, Mac Arnold, Margo Buckley, Laura Harrington, Bill Hollaway, Wayne Nickum, Town Attorney Rod Williams; residents and guests of the town

The Pledge of Allegiance was said by all.

1. Motion made to enter into executive session in order to discuss the purchase of the Gilliam property. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.
2. Motion made to approve statement by Mac Arnold that only matters pertaining to the Gilliam property deal were discussed in executive session. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.
3. Motion made for Mayor Chesley to sign off on agreement of sale between town, Northern Virginia Conservation Trust and Gilliam. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.
4. Motion made for Bill Hollaway and Mac Arnold to finalize term sheet of ownership agreement between town and Northern Virginia Conservation Trust.
5. Motion made to adjourn: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

Caryn Franca

Caryn Franca Page 1 of 1

From: "Stephen R. Effros" <steve@effros.com>
To: <coachcaryn@cox.net>
Sent: Tuesday, January 07, 2003 4:05 PM
Subject: Fw: Community Document

----- Original Message -----

From: Lucia Effros
To: Clifton Community
Sent: Monday, November 18, 2002 9:38 PM
Subject: Community Document

To the Clifton Community,

The following document is presented to the Clifton community for consideration and comments. After the community meeting, a committee was formed consisting of Caryn Franca, Tom Peterson, Lucia Effros, Lynn Garvey- Hodge, Merle Engel and Jennifer Chesley. We were asked to create a document that would reflect our intentions as a community in the area of personal and public interactions. It has been proposed that this document be placed in various publications and prominent areas in town. These would include; the town directory, the town hall (in poster size), in a welcome packet to new homeowners etc. If you have other places that would be appropriate please comment. As a community we hope this document will reflect our common mission to live, work and socialize together . Please feel free to send a response back to Coachcaryn@cox.net by Dec. 1. Thank you

*The Clifton community affirms a desire to
interact with one another in an
environment of respect and integrity.*

It is a community that:

- is committed to the dignity and value of one another.*
- assumes the best in each other.*
- communicates clearly and directly.*
- provides open forums to address difficult issues in an orderly, respectful manner.*
- behaves towards one another, both individually and collectively, with honesty, decency and responsibility.*
- Holds the preservation of our unique historic character in the highest regard.*
- Participates in community activities, organizations and events in the best interest of all.*

January 12, 2003, 7:00 P.M.

CLIFTON TOWN MEETING HALL, 12641 CHAPEL ROAD

SPECIAL CLIFTON TOWN COUNCIL MEETING

AGENDA

- Potential purchase of Gilliam property by town of Clifton/co-ownership with Northern Virginia Conservation Trust
- Use of ISTE A funds

If anyone attending the Town Council meeting needs a sign language interpreter, or any other type of special accommodation or auxiliary aid, please call Jim Chesley at 703-830-2129.

Posted: Post Office and Clifton General Store

① Motion made to put into executive session. Passed unanimously:
Chesley, Arnold, ^{Buckley,} Harrington, Hollaway, Nickums. } Unanimous

② Motion Unanimous → Mac

③ Motion to Mayor sign ~~off~~ ^{an} agreement of sale between Gilliam & Trust
Unanimous

Mothers
finalize Bill + Mac negotiate
unity term sheet of
ownership agreement
bet. tm + N. Va
Conservation Trust

Update

next step: Gilliam's property

Adjourn

File
Copy

January 12, 2003, 7:00 P.M.

CLIFTON TOWN MEETING HALL, 12641 CHAPEL ROAD

SPECIAL CLIFTON TOWN COUNCIL MEETING

AGENDA

- **Potential purchase of Gilliam property by town of Clifton/co-ownership with Northern Virginia Conservation Trust**
- **Use of ISTEAs funds**

If anyone attending this special Town Council meeting needs a sign language interpreter, or any other type of special accommodation or auxiliary aid, please call Jim Chesley at 703-830-2129.

Posted: Post Office and Clifton General Store

January 7, 2003
Buckley Chesley
Harrington Arnold
Nickum (1)

(1) Minutes approved

Holloway (7:35)

(2) Executive session;
acquisition of land deal (\$85,000)

Waiver: This was not advertised!!
this was not properly handled; too much \$\$
involved!!

* Motion made to go into ex. session

Ayes: Chesley, Arnold

Nays: Nickum, Holloway, Buckley

Abstain: Holloway

~~XXXX~~

Motion fails

(3) Treasurer report

~~total~~ 4 approved: Arnold, Chesley, Holloway,
Buckley

Non voting: Harrington Nickum
busy in 'back

(4) Citizens' remarks? Communications

Boiler burner issue: fire station reports
problems > J. head leader - fire &
Safety concerns - gasses being sucked
back into fire station

Extend stack 10 feet -
making it more visible - refer to
ARB/ Planning Commission - are there
alternatives

Bill will call fireman
Laura will bring up to ARB

Public Hearing -

(2)

where's
reply Miss
twit?

HUD ~~mtg~~ Program Hearing

Contract w/ LLC #

[Brant Baber]

We are the
contract owner
of (20) -

Presently:

bids on (48) homes -

20 bids won for the town → unusually
high per cent (41%) - this is a good time
to bid

Lookin' good so far!
Even Brant's secretary brought one!

No reply rec'd from H.U.D.'s
Ms. Malloy

Motion to

Close ~~all~~ → passed
unanimously
= made

* Motion to approve

(Number advertised in cost -
not go above)

Unanimously passed

Motion made to hold
Public hearing → February - during T.C. mtg →
maximum

Brant will write up resolution that
will be standard & used every
time we meet

Citizens' Remarks

(3)

Hemlock Overlook issue.

(a) J. Bonhivent - Gilbreath > HOT FORCE >
update on situation

Beginning: 2/01 Public mtg: Park Authority -
New bldg. opposite Old Log Cabin property
(Gmu being the threat in this situation)

(8/02) 75 homeowners incl. in this mtg -
much public input encouraged -
declarations from neighbors - Gmu
discovered they could not ignore
residents' concerns.

So far Park Authority has complied -
esp. w/ town passed; Gmu & Park Authority
have been openly communicating w/ residents

"We are
a bed room
community
w/ a business
hiding behind
an educational
institution."

* Motion made >
T.C. Resolution to support
HOTFORCE task force
as presented by Jim Bonhivent
Dec. 2002 document

Unanimous
Copy of
minutes to
Jim
Bonhivent

* Still of concern: what other
plans are in the making for
Hemlock Overlook (Census, roads, etc.)

some
3000 acres still not planned
for

* Bill Cole ^{from} Hotforce Comm -
wants to make sure that rumor
to shut down Hemlock is not true -
GMU has increased executive
programs (corporate leadership) -
but has not considered impact
on community

Bus traffic
has diminished -
through the trans
of clippers to
being alternative
take route

* State budget ^{focus} → GMU
to increase use of park
facility?
Advertising for Corporate
groups - turning park into
a business!

* Info. presentation
↓ Paul Gilkerr
Pres. NVA Conservation Trust

Gillian
Property
issue

Negotiations were initiated - to be
co-owned by Tom + No. Va. Conservation
Trust ↓

Draft sales contract } Sale
price contingent on appraisal

↓ ICTEA money

tenancy

(5)

Co-tenancy agreement would be drafted → include a statement on conservation-

Nat'l area of trails/conservation details

* Questions ↓

Why:

① County Taxation? Must be explored w/ Co-ownership contract

② conservation easements > Bill Hollaway

③ Will ISTEPA be able to give us \$\$\$ if we are Co-owners?

④ State approved assessor must be used for appraisal according to ISTEPA document

⑤ full value? Do we know this?

↓

Try to wrap ~~it~~ up w/in

~~Significant budget changes notice~~

Motion made to call Spec. Mtg. to be called

* Who calls mtg??

3 days notice must

(Post)

Post 1HRS

Motion ↓

Date: Time:

Sunday, January 12th

[Margo will take minutes]

Thurs, Jan. 16th

* Public Mtg.

ISTEPA / Gilliam Property

(6)

Unfinished business

Ditto!

① *Coryn Franca & + Steve Effros

Results ↓
- from document } resolution to
- formulated } be posted -

next month } *motion to
adopt } Feb. T.C. Mtg.
of when to be published -

Spec. Comm. Reports

Industrial Bond Authority -
~~to~~ up for consideration →

Update
Sunday
meetings!

Proposed ordinance

ORDINANCE

not Bnat very perturbed over
being included - very snotty - still behind
wet the line if you ask me!

Rod angry }
Bnat angry } → He is an attorney -
working for the town - he's
the experienced lawyer & will not
be treated shabbily → Rod very
nasty!

Cover note

Section 2.3 of ordinance

Must be advertised?

Title of certifying person: clerk, not Secretary, of the town

Section 1 - adopted as Chapt. 14

okay if it's put on the T.C. mtg. agenda

Wayne made Motion to adopt

as Chapter 14 of the Clifton Code -

Unanimously approved

parent to state by-law

Direct Law

did not meet in Dec.

Planning Comm - Lyne B + B > next month

- (a)
- (b) first OSR Comm. Open spaced Zoning Dist. ↓

Spec. use permits → next month

(Meeting)

8

Budget cuts -
diff. water environmental markets -
New requirement: bodies of water
? why 100' vegetation
Permeable?
Stay tuned!
for more information -

at there is permits
BZA proposals use permits
on special information
BZA needs to be the
BZA needs to be the

public
↓
advertisers
↓
grow Effers -
Why many go to govt
competent, please

New Business

(2) VML Legislative Program:

Issue
- get
of transport
+ land
to Virginia
of also??
of Virginia
North

of also??
Section of
of Virginia
Legislative
- get
of transport
+ land
to Virginia
of also??

Effers:

Wayne:

Anonymous

(9)

Donation of \$1000.⁰⁰ to children's playground

Motion to appoint Nick to playground committee

Margo's
file &
community
hall

Oct.
Nov.
Dec. }

Motion to approve
over \$500.⁰⁰

↓
Unanimously
approved

* Speed bill board -
will be placed soon
Laura & Wayne to
decide where

10

① Copy of resolution TO DO
Karan Arnold
DO THIS ASAP!

TO DO!
okay

② Post - ^{Special Public Mtg.}
Sunday, Jan 11, 2003
mtg. 7 PM
Agents: STEA / Gilliam Property

Jay Tenor }
Drill House
Executive session 26th

HOTFORCE

**Update to the Clifton Town Counsel
January 7, 2003**

Chronology and Status

I would like to give you a brief overview of what has happened so far on this subject and where we are. There are many, many specific events, vignettes that have taken place over the last two years that I won't try to elaborate on tonight.

Feb '01 - Northern Virginia Regional Park Authority (NVRPA) announced its intent to develop Hemlock Park (HORP) with a public meeting at Park Headquarters . Plans include a building of indeterminate size and use (we are guessing about 4000 square feet), plus parking for about 50 cars and half a dozen buses. \$300K in capital funds were committed by NVRPA, \$50k of that having already been spent on preliminary work. The targeted site was across from the log cabin. We have been told the building will probably be for offices, a classroom and other purposes as deemed necessary.

Jim Bonhivert met with Clifton Town Counsel to inform of this event and to seek direction and support for community involvement. HOTFORCE was formed, consisting of volunteers from each of the immediate community groups: Noble Estates, Wyckland, homeowners along Yates Ford Road, Glencairn, and the Town of Clifton. There are about a dozen of us. Both Jim and Laura Harrington are part of HOTFORCE and I want to thank them for their valued support to date.

Interim- At least 6 meetings were held during 2001 and 2002 between HOTFORCE, NVRPA and George Mason University. GMU is the 'tenant' operating outdoor programs at HORP with a staff of about two dozen and a \$1million budget. These meetings focused on expression of each party's concerns and goals for the Park and the Community surrounding HORP. Although politeness was profound and abundant for the most part, progress on reaching compromise was not so abundant. HOTFORCE spent considerable effort to fine tune its position on HORP based on inputs received during these meetings. The current status is a position paper, which David Smith will hand out shortly. This was forwarded to Jim and Laura late last year.

August '02- A second public meeting was held at NVRPA headquarters, attended by approximately 75 interested homeowners, most of the Board of Directors of NVRPA and the involved parties of NVRPA and GMU. NVRPA tape-recorded public input regarding the General Management Plan document draft for HORP that had been circulated on the internet, but did not agree to offer their reactions to our inputs during the meeting.

The outcome of the August meeting was a crisp set of declarations from the community regarding their concerns, which have been captured in the position paper we will provide to you this evening. The sheer volume of people in attendance and the orchestration of the points made by HOTFORCE convinced

NVRPA and hopefully GMU, I believe, that ignoring the community was not going to be a satisfying option for the authorities.

There have been some positive steps taken by HORP's keepers and we need to give them credit for these efforts. A large sign was erected as one exits the Park, pleading for 25 mph, as well as warning of radar. Park management has reacted promptly when we complained regarding speeders. Also, GMU is trying to clamp down on the use of oversize tour buses, although they have not quite yet said they will totally ban them. We are continuing to push for this. We also should be appreciative of the fact that GMU has been open to providing us with information regarding the activities of the park, finances, and general indications of their immediate plans. Most importantly, the authorities have continued to be open and ready to meet with HOTFORCE to work on our differences.

NVRPA and GMU agreed to work with HOTFORCE to seek a satisfactory agreement regarding the use of HORP and its impact on the community. Specifically, we have been invited to offer alternative drafts of the Operations Plan for the Park as well as the General Management Plan. The extent of our influence on the final documents remains to be seen, but at least we are communicating.

December '02- HOTFORCE met with a committee from NVRPA and GMU to discuss the Operations Plan and to present the HOTFORCE Position Paper.

We are now in the process of reviewing the Operations Plan. Unfortunately, the language offered to us in their first draft does not appear to incorporate many of our concerns regarding impact on the community. That said, we will continue to be energetically involved in this process and when we believe we are running into firm walls of resistance, we will come to you again to seek your advice on how to proceed. Our basic problem is that the governing documents are written too broadly to provide meaningful restriction of activities.

The position paper we provide you with tonight focuses on our priorities in working with the authorities and I don't think these will surprise you. We are concerned about traffic safety, adverse impacts on the environment, the overall direction of GMU programs and the general use of HORP.

The essence of our concern, I believe, is the NVRPA has given GMU broad powers to develop HORP, resulting in a business-development approach toward managing what is supposed to be a subject of conservation, not growth. I have characterized what is happening at HORP as an inadequately regulated, entrepreneurial business operating in a bedroom community, wearing the mask of an educational institution, pretending to be the trusty stewards of a rural Park. We have focussed on asking the authorities to agree to limits to growth, limit purpose, limit impact. The response has been polite, but not yet definitive. We intend to remain friendly for as long as possible. I took a large platter of cookies to the Farmhouse at Christmas.

If I had one wish at this point, it would be to have access to some legal advice in order to determine what specific constraints NVRPA and GMU are operating under. This would help us to leverage the final result into a condition where HORP behaves more like a landowner, a homeowner, and less like an exempt Government institution or Corporation.

December, 2002

HotForce and Community Concerns, Issues, and Priorities

Regarding

Hemlock Overlook Regional Park, Clifton, Va

This memo identifies concerns and issues that have been identified to date by the Hotforce Committee, and suggests a set of priorities to guide our relationship with the NVRPA and GMU.

The following concerns and issues were identified (not exhaustive):

1. Continuing concern about safety on the road (Yates Ford) and the volume of traffic generated by Hemlock programs.
2. Concern about adverse impacts on the environment by the Hemlock programs, including pollution from cars and busses, noise, adverse impacts on neighboring residents, creation of erosion, run-off, stream bed degradation, etc.
3. Concern over the direction of GMU programs--is the university using Hemlock for programs other than outdoor education experiences for school children, and do they intend to grow those programs?
4. Concern over reacting too negatively to programs at Hemlock. We should try to avoid being accused of the NIMBY syndrome.
5. Concerns about GMU accomplishing corporate education at Hemlock versus focus on the outdoor education of youth. The temptation by GMU is to use Corporate education as a quick way of charging premium rates for programs to increase cash flow to the program. Corporate education can be accomplished elsewhere. Hemlock should be used for its main, unique intended purpose.
6. The NVRPA is intended to principally support activities for Northern Virginia residents. One way to discourage uncontrolled growth in utilization by groups outside the D.C. area would be to charge differential pricing, whereby outsiders pay more for programs than N.Va and other local groups. Local taxes support the Park. Therefore, others should pay more.

7. The NVRPA has identified the portion of the Park that is to be heavily used by the outdoor education programs. Those areas are removed by some distance from the homes that border the Park in Noble Estates. Concern was expressed that utilization of other areas, such as closer to Noble Estates has created noise and disturbances to those homeowners and families. Program activities should be limited to the areas identified in the Management Plan, and a buffer maintained between these activities and nearby residences.
8. Concern continues over the size, plan use, and location of a planned new building at Hemlock. There seems to be some time before such a building could be constructed. Hotforce has an interest in this building, and is not opposed to improvements that fit the Management and Operations plans, but it is important to the community that any such building fit the plans, fit the community, and fit the overall environment of the area. Hotforce and NVRPA should work very close together in any development of new construction at Hemlock to make sure all needs are met.

Hotforce Priorities:

The following priorities are suggested for Hotforce and the Hemlock Community (not exhaustive):

1. Hotforce and the Hemlock community should continue to support children's nature and outdoor education programs at Hemlock Overlook Regional Park.
2. It is essential to the community that Hotforce and NVRPA pin down the exact programs planned at Hemlock and the land use of the park. This should be explicit, clear, and focused. The Management and Operation plans should identify the limits of capacity and the limits of future growth.
3. Hotforce and the community should be opposed to any use of Hemlock as an extension of programs by GMU that are outside children's nature and outdoor education programs which have been successful at Hemlock and which are unique in the Northern Virginia area.
4. Continued concern exists over traffic and safety.
 - a. Hotforce and the community should continue to oppose any tour bus use on Yates Ford Road, and a date certain should be set and adhered to for stopping these busses.
 - b. In support of traffic safety concerns, the promised VDOT traffic survey should be done ASAP. It should be comprehensive, to clearly identify traffic entering Yates Ford Road, that terminating and starting in the housing areas along Yates Ford, and that terminating and

starting at the Hemlock Overlook Park. This is essential to draw a baseline of impact of Park traffic on Yates Ford Road.

- c. There is some evidence—observed locally—that Yates Ford is already over capacity in auto and bus usage considering the width and curves in the road. A definitive level of acceptable use needs to be established.
5. The NVRPA and GMU should provide Hotforce with a full accounting of persons who are employed at Hemlock (Park, GMU, part-time), those who reside at Hemlock (Park, GMU, part-time), the responsibilities of these persons, their costs, and how they are paid.
6. Hotforce and the community should support any NVRPA or Fairfax County plans for a walking/bike path adjacent to Yates Ford Road from Kincheloe Road to the Park. Because of costs, this might be down the road a little, but from a safety standpoint, it would remove pedestrians, runners, children, and bicycles from the roadway.
7. Hotforce and the community should urge GMU to move any corporate education to other locations, which would not adversely impact traffic, safety, and proper utilization of Hemlock.
8. Hotforce and the community should participate with NVRPA in the planning and approval process for an appropriate new structure on Hemlock. Concerns about this building include size, use, and placement. These must be in full agreement with the Management and Operations Plans.
9. Differential pricing should be introduced for groups coming from outside the D.C. area, thereby giving priority to local school children--the parents of these children who pay the taxes to support the park.
10. It is necessary for Hotforce and the community to fully understand the lines of demarcation (borders) of Hemlock Overlook Park, Bull Run Marina, Bull Run Park, and any acreage in between these parks that is not now included in these three parks. It is essential that it be very clear what is included in Hemlock and what is included in other areas--as well as their use.
11. Hotforce should support a comprehensive study of the history of the land in Hemlock Park. It is known to the community that this area was an important Railroad Junction during the Civil War, and it changed hands several times. Some Civil War trenches still exist. The body of historical sites and information on the Park property should be known and included in the Management and Operations Plans.

12. Hotforce should coordinate well with the Clifton Town Council. Many of the impacts of Park programs felt by the immediate Hemlock community are also felt by the residents of the Town of Clifton. This should be a full and supportive partnership as the Park further defines its programs and the size of these programs.

Drafted by David Smith

Phone: 703 749-9134

Fax: 703 356-3858

January 2003

Town of Clifton
Profit & Loss Budget vs. Actual
 July through December 2002

	Jul - Dec '02	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Returned Check Charges	6			
Playground Reserve Donations	1,025			
Grants				
Federal				
Federal Grant-Land				
Town Match - Land	0	6,000	(6,000)	0%
CBA Match - Land	0	6,000	(6,000)	0%
Federal Grant-Land - Other	0	48,000	(48,000)	0%
Total Federal Grant-Land	0	60,000	(60,000)	0%
Transportation Project-Trails				
CBA Match - Trails	0	2,262	(2,262)	0%
Town Inkind -Trails	0	2,262	(2,262)	0%
Transportation Project-Trails - Other	0	18,096	(18,096)	0%
Total Transportation Project-Trails	0	22,620	(22,620)	0%
Total Federal	0	82,620	(82,620)	0%
State				
Dept Criminal Justice Grant	4,100			
Fire Program Funds	0	4,000	(4,000)	0%
Total State	4,100	4,000	100	103%
Total Grants	4,100	86,620	(82,520)	5%
Tax and Permits Revenue				
Utility Consumption Tax	512	558	(46)	92%
Motor Vehicle Tags	4,467	4,713	(246)	95%
Sales Tax	4,779	7,500	(2,721)	64%
Cigarette Tax	655	900	(245)	73%
BPOL tax	30			
ABC Profits	270	420	(150)	64%
Use Permits	550	825	(275)	67%
ARB Permits	40	60	(20)	67%
PC-Subdivision	0	1,500	(1,500)	0%
Railroad Tax	1,377	1,504	(127)	92%
Total Tax and Permits Revenue	12,679	17,980	(5,301)	71%
Community Hall Revenues				
Community Hall Rentals	8,715	6,210	2,505	140%
Total Community Hall Revenues	8,715	6,210	2,505	140%
Haunted Trail Event	5,075	6,000	(925)	85%
Clifton Day Revenues	262	1,000	(738)	26%
Homes Tour	790			
Farmers' Market Income	0	300	(300)	0%
Park Rental	75	200	(125)	38%
Interest Income	162	323	(160)	50%
S.R. - Litter Control Grant	1,000	1,100	(100)	91%
Other Income	77			
Total Income	33,966	119,733	(85,767)	28%
Expense				
Returned Check Bank Charges	6			
Payroll Expenses				
Gross Wages				
Town Clerk (Recording)	1,875	1,875	0	100%
Town Treasurer	1,875	1,875	0	100%
Total Gross Wages	3,750	3,750	0	100%
Payroll Taxes				
FICA	0	465	(465)	0%
Medicare	0	109	(109)	0%
Total Payroll Taxes	0	574	(574)	0%

Town of Clifton
Profit & Loss Budget vs. Actual
July through December 2002

	Jul - Dec '02	Budget	\$ Over Budget	% of Budget
Total Payroll Expenses	3,750	4,324	(574)	87%
Contractual				
Insurance	4,486	3,440	1,046	130%
Town Government				
Architectural Review Board	0	250	(250)	0%
Planning Commission	404	750	(346)	54%
Total Town Government	404	1,000	(596)	40%
Professional Fees				
Accounting	0	2,500	(2,500)	0%
Legal Fees	4,200	5,500	(1,300)	76%
Special Counsel	0	5,750	(5,750)	0%
Total Professional Fees	4,200	13,750	(9,550)	31%
Rent				
Railroad Siding Rental	775	100	675	775%
Ayre Square Rental	321	500	(179)	64%
Total Rent	1,096	600	496	183%
Town Maintenance				
Beautification Comm.	0	1,250	(1,250)	0%
Grounds Maintenance	743	1,750	(1,007)	42%
Town Hall Maintenance	161	5,000	(4,839)	3%
Total Town Maintenance	904	8,000	(7,096)	11%
Town Services				
Fire Program	0	4,000	(4,000)	0%
Grass Mowing	2,850	1,750	1,100	163%
Trash Collection	843	846	(3)	100%
Total Town Services	3,693	6,596	(2,903)	56%
Utilities				
Gas and Electric	(360)	1,250	(1,610)	(29)%
Water	146	150	(4)	97%
Total Utilities	(214)	1,400	(1,614)	(15)%
Legal Advertising	0	500	(500)	0%
Printing and Reproduction	0	300	(300)	0%
Dues and Subscriptions				
Va. Municipal League	306	310	(4)	99%
Dues and Subscriptions - Other	119	105	14	113%
Total Dues and Subscriptions	425	415	10	102%
Mayoral Reimbursement	745	900	(155)	83%
Caboose Expenses				
Caboose Electric	51	150	(99)	34%
Caboose - Trentane Gas	113	150	(37)	75%
Caboose Maintenance	0	1,250	(1,250)	0%
Total Caboose Expenses	164	1,550	(1,386)	11%
Community Hall Expenses				
C.H.-Equipment	0	1,000	(1,000)	0%
C.H.-General Maintenance	1,710	1,450	260	118%
C.H.-Cleaning	3,000	900	2,100	333%
C.H. Floors	0	1,200	(1,200)	0%
C.H. - Electric	3,286	4,813	(1,527)	68%
C.H.-Management Fee	1,411	1,700	(289)	83%
Community Hall Expenses - Other	12			
Total Community Hall Expenses	9,420	11,063	(1,643)	85%
Clifton Day Expenses	0	950	(950)	0%
Homes Tour/Bazaar Exp	3	600	(597)	1%
Miscellaneous	297	2,500	(2,203)	12%
Total Contractual	25,622	53,563	(27,941)	48%
Car Show Expense	0	125	(125)	0%

01/06/03

Town of Clifton
Profit & Loss Budget vs. Actual
July through December 2002

	Jul - Dec '02	Budget	\$ Over Budget	% of Budget
Farmers' Market Expense	0	100	(100)	0%
Haunted Trail Expenses	1,080	2,000	(920)	54%
Commodities				
Copies	72	150	(78)	48%
Postage and Delivery	289	216	73	134%
Computer Supplies	148	600	(452)	25%
Office Supplies	325	450	(125)	72%
License Plates	0	550	(550)	0%
Miscellaneous	812	500	312	162%
Total Commodities	1,645	2,466	(821)	67%
CIF Expenses				
CIF-Playground Impr.	0	500	(500)	0%
CIF-Miscellaneous	0	500	(500)	0%
Total CIF Expenses	0	1,000	(1,000)	0%
Fed Fund-Transportation Proj				
F.F. - Transp. Project-Land	0	60,000	(60,000)	0%
F.F.- Transp. Project-Trails	247	20,358	(20,111)	1%
F. F.-Transp - Inkind Srvs	0	2,262	(2,262)	0%
Total Fed Fund-Transportation Proj	247	82,620	(82,373)	0%
Total Expense	32,350	146,198	(113,848)	22%
Net Ordinary Income	1,615	(26,466)	28,081	(6)%
Net Income	1,615	(26,466)	28,081	(6)%

**Town of Clifton
Balance Sheet
As of December 31, 2002**

*January
2003*

	Dec 31, '02
ASSETS	
Current Assets	
Checking/Savings	
Checking	2,182.03
Investments	
Clifton Heights Escrow	5,680.60
Investments - Other	50,149.30
Total Investments	55,829.90
Total Checking/Savings	58,011.93
Accounts Receivable	
Accounts Receivable	
BPOL Receivable	198.47
Accounts Receivable - Other	1,000.18
Total Accounts Receivable	1,198.65
Total Accounts Receivable	1,198.65
Total Current Assets	59,210.58
Fixed Assets	
Fixed Assets	
Land	113,469.06
Buildings	11,353.56
Equipment	17,124.22
Improvements	77,956.75
Total Fixed Assets	219,903.59
Total Fixed Assets	219,903.59
Other Assets	
Other Asset	
Prepaid Expenses	136.00
Prepaid Insurance	270.11
Total Other Asset	406.11
Total Other Assets	406.11
TOTAL ASSETS	279,520.28
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	(117.54)
Total Accounts Payable	(117.54)
Other Current Liabilities	
Escrow for PC -Clifton Heights	5,605.60
Total Other Current Liabilities	5,605.60
Total Current Liabilities	5,488.06
Total Liabilities	5,488.06
Equity	
Opening Bal G.F. Equity	22,037.95
Opening Bal CIF Equity	220,901.68
Retained Earnings	29,477.17
Net Income	1,615.42
Total Equity	274,032.22
TOTAL LIABILITIES & EQUITY	279,520.28

*January
2003*

TOWN OF CLIFTON, VIRGINIA

TREASURER'S REPORT

7-Jan-03

STATEMENT OF CASH BALANCES

Regular Checking Account:	\$1,774
Money Market Savings Account:	\$50,149
Planning Commission Escrow: Overson	<u>\$5,681</u>
TOTAL CASH BALANCE:	<u><u>\$57,604</u></u>

Treasurer's Report prepared by:

Marilyn Barton
Treasurer

USE PERMIT

TOWN OF CLIFTON, VIRGINIA

NAME OF APPLICANT: Paul Stoney
NAME OF OWNER: Paul and Marilyn Stoney
NAME OF BUSINESS: Stoney Forensic, Inc.
ADDRESS OF PREMISES: 7217 Wesley Tyler Road, Clifton, VA 20124
TAX MAP NUMBER: Taylor Property 3A-2; 01-623
ZONING DISTRICT: Residential
TYPE OF USE: Home business: corporate/administrative office;
microscopic analysis
HOURS OF OPERATION: Monday-Friday, 9-5 P.M.
NUMBER OF EMPLOYEES: One
SQ. FOOTAGE OF PREMISES: 4000 + basement (372/office; 190/work area)
NUMBER OFF-STREET PARKING SPACES REQUIRED: None
SPECIFIC RESTRICTIONS: None
FEE: \$25.00 Check

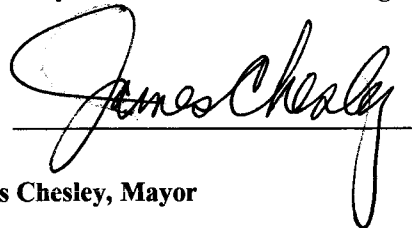
The above use is found to be in conformity with the provisions of the Town of Clifton Town Ordinances.

On the serving of a notice by the Town of Clifton of any violation of any such provisions or requirements with respect to any building or the use thereof, or the use of land, this Use Permit shall become null and void as provided in the Clifton Town Ordinances, Chapter 1, Section 16, and Chapter 9, Section 14, and a new Use Permit shall be required for any further use of such building or land.

(Town Seal)

Approved by: _____

James Chesley, Mayor



Approved:

*Clerk
copy*

Minutes
Clifton Town Council Meeting
Tuesday, December 3, 2002
Clifton Town Hall

Present: Mayor Jim Chesley, Mac Arnold, Margo Buckley, Laura Harrington, Bill Hollaway, Wayne Nickum, Town Attorney Rod Williams; residents and guests of the town

The Pledge of Allegiance was said by all.

1. Motion made to approve minutes of November 5, 2002, Town Council meeting. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.
2. Motion made to approve minutes of November 17, 2002, special Town Council meeting, with the following correction: under item #2, change the words "would have" to "could" in third sentence, and change the word "must" to "should" in fourth sentence. Ayes: Chesley, Buckley, Harrington, Hollaway. Abstain: Nickum, Arnold. Motion passes.
3. Treasurer's report: Marilyn Barton. Motion made to approve. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.
4. Planning Commission: Bill Hollaway
 - a. Burdette/Will: boundary line okay
 - b. Stoney use permit for home business. Motion made to approve. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.
 - c. VanLienden use permit to become fully commercial: no application necessary since property is already zoned commercial.
 - d. Lynne Garvey Hodge use permit to expand use of bed and breakfast to holidays. Such a request, according to Bill Hollaway, would require a public hearing to be held at next Planning Commission meeting, January 6, 2003. (Lynne must be explicit in listing which holidays she is requesting.)
 - e. Community open space issue will be put on next month's agenda
 - f. Planning Commission recommends that home businesses comprise only 20-25 % of dwelling.
 - g. Resignation received from Corlis VanLienden. Motion made to approve Michelle Stein to fill remainder of term. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.
5. ARB: Royce Jarrendt
 - a. Chesley re-application for carport: approved by ARB 3-2
6. BZA
 - a. Two new members needed
7. HUD program update
 - a. Report from John Eubank on bids made since November Town Council meeting: 33 homes reviewed; 19 selected to bid on; total of 7 awarded; projected profit of 4 of these homes, without bonus, is \$14,300. Buyers must qualify under HUD guidelines and restrictions.
 - b. Discussion of letter drafted by Brant Baber to Ms. Malloy at HUD describing to town's contract and intentions; Brant recommends that town adopt his resolution to give necessary legal clout.
 - c. Motion made to adopt resolution and changes. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway. (Letter reflecting passing of resolution will be sent to Ms.

Malloy at HUD.)

8. Gilliam property

- a. Jim Fullerton recommended that we have contract in hand when lunch meeting with Gilliam takes place.
- b. Motion made for Town Council members to enter closed executive session at end of this meeting in order to discuss Gilliam property issue. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.
- c. After closed session, Mac Arnold stated that only matters pertaining to Gilliam property were discussed.

9. Speed billboards: these show individual driver speeds, and must be attached to telephone poles, and hooked up to power. Motion made to include recommendation from Wayne Nickum and Laura Harrington as to where these boards should be placed at January Town Council meeting. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

10. Haunted Trail report: Margo Buckley estimates approximately 1500 people attended, and \$6000 taken in. She is looking into improved lighting along the trail for next year's event, to prevent potential accidents.

11. Frog Hill Development Company proposal: Jim Franca would like permission to extend parcel B lot to Frog Hill development property, thereby including it within the town limits. He would also like to give the town \$25,000 if this transaction is approved, thereby enabling the town to benefit financially as well.

a. A general discussion followed:

J. Chesley: Town of Herndon has done this in the past, and there have not been any problems.

L. Harrington: Will this set a precedent? Will others be requesting this for their properties?

M. Arnold: I am not in favor of this proposal.

W. Nickum: Keep the present town boundaries as they are.

S. Savold: I am not in favor. My property is right in front of this land.

S. Effros: The land will be developed regardless and the impact will be the same.

S. Yantis: What has the county rules?

J. Franca: No ruling to date.

B. Baber: What's the problem? Why not give the land the ability to be incorporated into the town? Let's keep an open mind.

J. Chesley: Does Clifton have planning authority within state statute? Within 1/4 square mile? Can Rod Williams look into this for clarification?

J. Franca: One benefit would be that the town would have a say in what is being built and its design.

S. Savold: Can it be built upon?

J. Franca: I do not want to go through county because it is too time consuming.

J. Chesley: I would still like to consult the county on this matter.

S. Effros: Do we have the authority to reject this boundary change request?

b. Motion made to not talk to the county. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

c. Motion made to at this time deny the extension of town boundaries and to oppose modification of current town boundaries. Ayes: Arnold, Hollaway, Buckley, Nickum. Nays: Chesley, Harrington. Motion passes.

12. Town election matrix: discussion of vice-mayor designation /selection and if this necessitates a charter change. Rod Williams will look into wordage appropriate for this insertion into our charter and report at next Town Council meeting.

13..Clifton Candlelight Homes Tour will be held on Saturday, December 7, 2002, from 4 to 8 P.M. The Beautification Committee will be coordinating event. Motion made to approve. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

14. Lion's Club letter received informing the town that because of security reasons and conditions of the hall, they will no longer be renting the town meeting hall.

15. Vintage motorcycle event is scheduled for April 27, 2003. Once again, only the parking lot in front of town meeting hall will be used.

16. Motion made to adjourn. Passed unanimously: Chesley, Arnold, Buckley. Harrington, Hollaway, Nickum.

Excellent! Good New Year News!!

Jim C.

*January -
2003*

*File
copy:
Gilliam
Property*

-----Original Message-----

From: Laura Harrington [mailto:laura@balancegroup.us]

Sent: Tuesday, December 31, 2002 10:11 AM

To: clifnick@worldnet.att.net; ROD WILLIAMS; PAM WALLACE; MARGO BUCKLEY; Jim Chesley; MAC ARNOLD; BILL HOLLAWAY

Cc: jfullerton@fullertonlaw.com; rpeteron@peteroncos.com

Subject: Progress! Gilliam Property

Hello All,

We are pushing forward on the Gilliam property - Rick, Jim, and NVTC have made great strides in negotiating with Gilliam. NVTC has requested that we have an executive (closed) session on the Town Council agenda for the January 7th meeting, so that we can discuss the Gilliam property and invited NVCT to make a presentation during executive session.

They would like hold the session ideally at 6:30pm and discuss their willingness to purchase this property with us and how the purchase can be structured. Initial thoughts are that we would provide \$85,000 and the trust would provide the rest for a total of \$125,000.

Attached is a proposed contract that they would like us to review prior to the meeting. This contract is the draft of what is to be presented to Gilliam. Verbal discussions have indicated Gilliam's general agreement.

Please don't hesitate to call me with questions.
and Happy New Year to all!
Laura

NOTICE OF PUBLIC HEARING

Pursuant to Sec. 15.2-1800.B. of the Code of Virginia (1950, as amended), please take notice that the Town Council of the Town of Clifton, Virginia (the "Town"), will conduct a public hearing regarding the proposed encumbrancing and sales of certain real properties owned by the Town or expected to be acquired by the Town within the next 30 days, having the locations, maximum loan amounts and minimum sales prices specified below.

Property Address		Maximum Loan Amount and Minimum Sales Price			
2252	Fort Pickens Court	Dumfries	VA	22026	\$92,900
5239	Westhaven Crescent	Virginia Beach	VA	23464	85,900
3507	Farrler Cove	Suffolk	VA	23435	137,900
742	Lake Edward Drive	Virginia Beach	VA	23462	56,900
376	Stuyvesant Street	Warrenton	VA	20186	189,900
10549	Brechin Way	Manassas	VA	20109	185,900
704	Pelham Drive	Newport News	VA	23608	125,900
230	Harrler Street	Virginia Beach	VA	23462	56,900
3848	LaSalle Drive, #108	Virginia Beach	VA	23453	95,900
8316	Sunnyside Court	Manassas Park	VA	20111	101,900
44891	Point Bay Terrace	Ashburn	VA	20147	219,900
143	Oakland Drive	Madison Heights	VA	24572	85,900
722	Arthur Avenue	Virginia Beach	VA	23452	58,900
468	Hill Meadow Drive	Virginia Beach	VA	23454	47,900
12830	Bison Court	Woodbridge	VA	22192	179,900
700A	Rapidan River Ct	Chesapeake	VA	23320	73,900
6108B	Bradford Drive	Suffolk	VA	23435	48,900
1104	Dane Street	Chesapeake	VA	23323	118,900
707	Lake Edward Drive	Virginia Beach	VA	23462	56,900
1649	Sandy Pines Way	Chesapeake	VA	23321	112,900

Each of the foregoing properties is proposed to be encumbered by a first deed of trust, securing indebtedness in the respective maximum amount, and to be sold for the respective minimum amount, specified above.

Said public hearing will take place on January 7, 2003, at 7:30 p.m., at the Clifton Town Meeting Hall, 12641 Chapel Road, Clifton, Virginia.

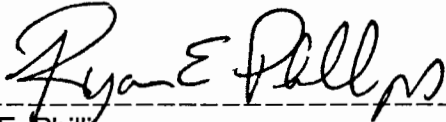
December 30, 2002

NVA11502727amh

THE
Journal
NEWSPAPERS

PROOF OF PUBLICATION

I, Ryan E. Phillips Publisher of the Fairfax Journal a newspaper in the County/City of Fairfax published in the English language, and having a bona fide list of paid subscribers located in the aforementioned County/City, and entered as second class matter under the Postal Laws and Regulations of the United States of America for 52 successive weeks or more prior to the issue of 12/30/02, certify that the notice of JANUARY 7TH HEARING for THE TOWN OF CLIFTON attached hereto has been published on 12/30/2002.



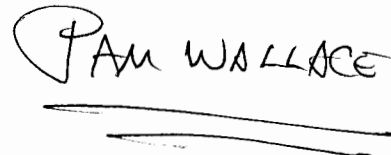
Ryan E. Phillips

Sworn to and subscribed before me this 30th day of December, 2002.



My commission expires

My Commission Expires March 31, 2003



Ad number: 11502727
End date : 12/30/2002
12/30/2002
THE TOWN OF CLIFTON



H. u. D.

**The Town of Clifton, Virginia
Affordable Housing Program
Monthly Activity Summary
As of December 31, 2002**

	<u>Month of</u> <u>Dec-02</u>	<u>Year to</u> <u>Date</u>	<u>Program</u> <u>to Date</u>
<u>Bidding Activity Summary</u>			
Homes Reviewed	44	77	77
Homes Rejected for Bid	15	29	29
Homes Selected for Bid	29	48	48
Winning Bids	16	20	20
Conversion Ratio	55.2%	41.7%	41.7%

Purchase and Sales Activity Summary

Homes Under Contract for Purchase from HUD	20	20	20
Sales Contracts Accepted from Qualified Buyers	1	1	1

Inventory Activity Summary

Inventory, Beginning of Period	0	0	0
Homes Purchased	0	0	0
Homes Sold	0	0	0
Inventory, End of Period	<u>0</u>	<u>0</u>	<u>0</u>
Homes in Inventory under contract	<u>0</u>		

**Town of Clifton Affordable Housing Program
Inventory Detail Report**

No.	Street	City	ST	Zip	Subdivision	Built	Type	SF	BR	FB	HB	Cost	Ratified	Deadline	Bought	Contract	Sold
2252	Fort Pickens Court	Dumfries	VA	22026	Williamstown	1980	T	1320	3	2	1	70,300	12/11/02	1/25/03			
5239	Westhaven Crescent	Virginia Beach	VA	23464	Indian Lakes	1986	T	1540	3	2	1	70,200	12/11/02	1/25/03			
3507	Farrier Cove	Suffolk	VA	23435	Steeplechase	1998	D	1500	3	2	1	129,100	12/3/02	1/17/03		1/6/03	P-2/20
742	Lake Edward Drive	Virginia Beach	VA	23462	Lake Edward West	1969	T	1396	3	1	1	35,400	12/3/02	1/17/03			
376	Stuyvesant Street	Warrenton	VA	20186	Stuyvesant Acres	1963	D	1432	3	2		170,800	12/11/02	1/25/03			
10549	Brechin Way	Manassas	VA	20109	Campbells Trace	1998	T	2176	3	2	1	185,800	12/3/02	1/17/03		12/24/02	P-2/15
704	Pelham Drive	Newport News	VA	23608	Windsor Great Park	1976	D	1961	4	2	1	112,500	12/10/02	1/24/03			
230	Harrier Street	Virginia Beach	VA	23462	Northridge	1982	T	1440	3	1	1	43,200	12/16/02	1/30/03			
3848	LaSalle Drive, #108	Virginia Beach	VA	23453	Buckner Woods	1997	GC	1132	2	2	1	86,000	12/16/02	1/30/03			
8316	Sunnyside Court	Manassas Park	VA	20111	Manassas Park Vill	1977	T	1139	2	1	1	80,600	12/17/02	1/31/03			
44891	Point Bay Terrace	Ashburn	VA	20147	Riverside Village	1996	T	1688	4	3	1	218,100	12/23/02	2/6/03			
143	Oakland Drive	Madison Heights	VA	24572	Viking Fjord	1975	D	1400	3	1	1	66,400	12/26/02	2/9/03			
722	Arthur Avenue	Virginia Beach	VA	23452	Pecan Gardens	1974	T	1404	3	1	1	37,200	12/23/02	2/6/03			
468	Hill Meadow Drive	Virginia Beach	VA	23454	Hilltop Manor	1983	T	1200	2	1	1	33,300	12/26/02	2/9/03			
12830	Bison Court	Woodbridge	VA	22192	Old Bridge Estates	1987	T	1220	3	2	1	168,001	12/26/02	2/9/03			
700A	Rapidan River Court	Chesapeake	VA	23320	Riverwalk	1992	GC	989	2	2		67,300	12/26/02	2/9/03			
6108B	Bradford Drive	Suffolk	VA	23435	Wynnewood	1988	SDC	1064	3	1	1	35,500					
1104	Dane Street	Chesapeake	VA	23323	Geneva Shores	1988	D	1466	3	2		108,200	1/3/03	2/17/03			
707	Lake Edward Drive	Virginia Beach	VA	23462	Lake Edward West	1969	T	1400	3	1	1	35,400	1/3/03	2/17/03			
1649	Sandy Pines Way	Chesapeake	VA	23321	Sandy Pines	1987	D	1330	3	2		101,000	1/3/03	2/17/03			

SALES PRICES ARE TENTATIVE AND SUBJECT TO CHANGE

Town of Clifton											
Affordable Housing Program											
Profits Received as of					1/6/2003						
								<u>Actual Profit</u>	<u>Budgeted Profit</u>		
3507	Farrier Cove	Suffolk	VA	23435				\$	3,500.00		
742	Lake Edward Drive	Virginia Beach	VA	23462				\$	2,000.00		
376	Stuyvesant Street	Warrenton	VA	20186				\$	6,000.00		
10549	Brechin Way	Manassas	VA	20109				\$	4,000.00		
2252	Fort Pickens Court	Dumfries	VA	22026				\$	2,900.00		
5239	Westhaven Crescent	Virginia Beach	VA	23464				\$	2,600.00		
704	Pelham Drive	Newport News	VA	23608				\$	3,500.00		
230	Harrier Street	Virginia Beach	VA	23462				\$	2,000.00		
3848	LaSalle Drive	Virginia Beach	VA	23453				\$	3,000.00		
8316	Sunnyside Court	Manassas Park	VA	20111				\$	3,000.00		
44891	Point Bay Terrace	Ashburn	VA	20147				\$	6,000.00		
143	Oakland Drive	Madison Heights	VA	24572				\$	3,000.00		
722	Arthur Avenue	Virginia Beach	VA	23452				\$	2,000.00		
468	Hill Meadow Drive	Virginia Beach	VA	23454				\$	1,600.00		
12830	Bison Court	Woodbridge	VA	22192				\$	4,200.00		
700	Rapidan River Court, #A	Virginia Beach	VA	23320				\$	2,600.00		
6108	Bradford Drive, #B	Suffolk	VA	23435				\$	1,600.00		
1104	Dane Street	Chesapeake	VA	23323				\$	2,300.00		
707	Lake Edward Drive	Virginia Beach	VA	23462				\$	1,700.00		
1649	Sandy Pines Way	Chesapeake	VA	23321				\$	3,200.00		
20		Total Clifton Profit						\$	-	\$	60,700.00
									0		20
						Average		\$	-	\$	3,035.00

Budgeted profits are subject to change as repairs are completed and as market conditions warrant.

+ \$10,000 Bonus

Dear Neil McBride?

resolution
Karen

At the October 1, 2002, Clifton Town Council meeting, a motion was made to support the development concept for the Lorton Workhouse Arts Center. The motion passed unanimously.

} Is this enough detail?

Motion passed → resolution adopted

★
Add to agenda

I will need his address and I will be glad to send a copy to the Board of Supervisors -

Clarification

motion

Karen
§30-2038

I need the address for Neil

Can we say we passed a resolution -

CLIFTON TOWN MEETING AGENDA
FOR TUESDAY, JANUARY 7, 2003 7:30PM
CLIFTON TOWN MEETING HALL
12641 CHAPEL ROAD
CLIFTON, VA 20124

*Sample
from
Wayne -
template*

Order of business

1. Reading of minutes of last regular meeting and any subsequent special meetings
2. Report of the Treasurer
3. Reading of communications
4. Citizens' remarks
 - A. Suggestions or complaints of citizens and taxpayers, and other persons authorized by the Mayor to address the Council.
 - B. Each person wishing to address the Council shall, when recognized by the Mayor:
 - i. Give his name and address
 - ii. Direct his remarks to the Council and not to other citizens present
 - iii. Be limited to one period of not over five (5) minutes, unless granted additional time by unanimous consent of the Council.
 - C. Priority shall be given to persons who have signified to the Clerk their desire to address the Council.
 - D. The Mayor shall enforce this Subsection.
5. Unfinished business
6. Reports of special committees
7. Reports of standing committees, in the order as may be determined by the Mayor
8. New business
9. Adjournment

If anyone attending the Town Council meeting needs a sign language interpreter, or any other type of special accommodation or auxiliary aid, please call Jim Chesley at 703-830-2129. 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.

Minutes
Clifton Town Council Meeting
Tuesday, February 4, 2003
Clifton Town Meeting Hall

Present: Mayor Jim Chesley, Mac Arnold, Margo Buckley, Laura Harrington, Bill Hollaway, Wayne Nickum, Town Attorney Rod Williams; residents and guests of the town

The Pledge of Allegiance was said by all.

Public Hearing: HUD:

1. A total of five properties have been purchased, all within the Commonwealth.
2. No comments from public.
3. Motion made to close hearing. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum

Town Council Meeting:

1. Motion made to approve minutes of Town Council meeting of January 7, 2003. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.
2. Motion made to approve minutes of special Town Council meeting of January 12, 2003. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.
3. Treasurer's report: Marilyn Barton. Motion made to approve. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum. FY04 will be discussed at March meeting.
4. Request received from CCWC to hold 31st Homes Tour on May 15, 2003, and to display banner on Main Street and sign in triangle advertising event in the town of Clifton. Motion made to approve. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.
5. Clifton Affirmation statement and question as to where it should be placed. Some suggestions included the back of the monthly Town Council agendas, and in the town telephone directory. Motion made to adopt this statement as a goal for the Clifton community. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.
6. Mac Arnold: report from committee formed to develop a set of rules for town properties, including rate sheet and rental agreement. First come, first served should be the rule.
7. ARB
 - a. New plans for McCarthy house approved
 - b. Question as to whether bungalow near old Brill house has any historical significance; real estate office has put in an application
 - c. Is Hermitage conservatory addition in compliance with design that was approved? ARB has not formulated a policy dealing with such questions.
8. Planning Commission: Bill Hollaway
 - a. C-Bay changes that have to be in place within three weeks
 - b. B&B amendment: hearing is set for February 24, 2003, at Planning Commission meeting. This type of use permit is not generally permitted;
9. Presbyterian Church addition: update provided by Larry Hensle. Information provided on church's

long range planning and needs of growing congregation. It was pointed out that ordinances and zoning restrictions also apply to churches in town. Use of property in residential district should be church related; Yoga classes might not be appropriate. Steve Effros brought up the point that the Town Council has an obligation to question church's use permit, especially the number of parking spaces needed. Another issue discussed was the sign posting times for the Korean services, and whether or not sign was approved by ARB.

10. Discussion of transferring monies in Patty Moore fund to children's playground fund. This item will be put on March agenda.

11. A telecommunication tower will be constructed on grounds of Clifton Elementary School, and another on private property outside of town.

12. Discussion of outstanding renewal fees for town tags. Motion made for town clerk to send out a final notice, and that if fees are not sent, DMV will be notified. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

13. Motion made to adjourn. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

Minutes
Special Clifton Town Council Meeting
Tuesday, February 10, 2003
Clifton Town Meeting Hall

Present: Mayor Jim Chesley, Mac Arnold, Margo Buckley, Wayne Nickum

The Pledge of Allegiance was said by all.

1. Motion made to purchase five HUD properties for resale. Passed unanimously: Chesley, Arnold, Buckley, Nickum.
2. Motion made to adjourn. Passed unanimously: Chesley, Arnold, Buckley, Nickum.

CLIFTON TOWN COUNCIL MEETING AGENDA

**TUESDAY, FEBRUARY 4, 2003, 7:30 P.M.
CLIFTON TOWN MEETING HALL
12641 CHAPEL ROAD
CLIFTON, VA 20124**

Order of business

1. Reading of minutes of last regular meeting and any subsequent special meetings
2. Report of the Treasurer
3. Reading of communications
4. Citizens' remarks
 - A. Suggestions or complaints of citizens and taxpayers, and other persons authorized by the Mayor to address the Council
 - B. Each person wishing to address the Council shall, when recognized by the Mayor:
 - i. Give his or her name and address
 - ii. Direct his or her remarks to the Council and not to other citizens present
 - iii. Be limited to one period of not over five (5) minutes, unless granted additional time by unanimous consent of the Council
 - C. Priority shall be given to persons who have signified to the Clerk their desire to address the Council.
 - D. The Mayor shall enforce this Subsection.
- ✓ 5. Unfinished business - *Church: Larry Hensle*
6. Reports of special committees
7. Reports of standing committees, in the order as may be determined by the Mayor
 - ✓ Architectural Review Board (ARB)
 - ✓ Planning Commission
 - ✓ Board of Zoning Appeals (BZA)
8. New business
 - ✓ Adoption of Chapter 14 of Town Code. Industrial Bond Authority Ordinance revised for code format consistency. (Copy previously emailed to Town Council members.)
 - ✓ Authorization of termination of Pattie Moore fund with the rolling over of these funds to general town funds for use in upgrading town park facilities.
 - ✓ Request for statistical data on police presence in town.
 - ✓ HUD update
- ✓ 9. Old business
 - Clifton Affirmation Statement/Resolution
10. Adjournment

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6. Mac Arnold: report from committee formed to develop a set of rules for town properties, including rate sheet and rental agreement. First come, first served should be the rule.
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2. Motion made to adjourn. Passed unanimously: Chesley, Arnold, Buckley, Nickum.

agenda
March 2003

- FY04 + fiscal budget
- ~~Hotforce~~ Resolution

HUD (public hearing) -
 7:30 p.m.

April - No police report
 ↓
 until April,
2003

March Agenda:
~~2004~~

- ~~1) FY04~~
- ~~2) Hotforce resolution~~
- ~~3) Rental of town properties - what is the term? 6 months?~~
- ~~4) how to enforce ARB approval + planning zoning violations Comm user permits } threat police~~
- ~~5) Katie money fund~~
- ~~6) Put affirmation statement on back of agenda, beginning March~~

~~6) Add the existing use permit (ARB) to agenda item~~

~~7) Police presence in town agenda~~

~~8) Add to agenda~~

Hollaway, Chesly, Buckley,
Wickum, Harrington,
Arnold

2/4/03

(1)

Public Hearing

- 5 properties w/in Commonwealth
- No comments
- Motion made to close: Unanimous

T.C. Mtg.

- Jan 7 Minutes - motion to approve - Unanimous
- Jan 12 Minute - motion to approve - Unanimous
- Treasurer's report - M. Barton

Add to back of agenda

Next mtg. fiscal budget →

FY04

*
 March Agenda
 + HOLFORD Resolution

Approved unanimously

→ Letter to T.C. from Mac

④ → CCWC → 31st Year - May 15, 2003
 banner request + sign in triangle
 Motion > approved unanimously

⑤ → Clifton Affirmation Statement - [C. Franca]
 see copy from last month's file

Where to be placed? on back of our agenda each month? in our directory

Motion to Adopt ^{statement} as goal for Clifton Community - Unanimous [Also → big poster]

distributed to groups

to write ^{11/24} Comm. for town properties - trying } Mac -
uniform set of rules, rate sheet, rental agreement } procedures
(Hark cancellation notice,) } town
no smoking observed inside } hall

↓
- Good template, good start to this process -

Fixed rate for a day?

- 1st come, 1st served should be the rule -

- (#6) AEB -
- New plans McCarthy house - approved
 - Bungala Hering done? by Brill house -
any historical significance?
real estate put in application
agent
 - is Hermitage in compliance w/ design
that was approved? AEB has not
formulated a policy

Latest regulations: available through
County - www.fairfaxcounty.gov/dpwes

- (7) Planning Comm. - Bill Hollander
- ① C-Bychgs that have to be in place in
3 weeks - still working on this.
 - ② btb amendment: hearing for 2/24
7:30 P.M. at Planning Comm.
Cnty → type of use permit
involved not generally permitted,
so we have to hold a hearing;
neighbors have to be notified
↓
adjacent property owners

Lion's
Club
PCWC

① Ryan & Meredith McCathy (old)

⑧ BZA > NOTHING! at least tonight

⑨ Update - Presby. Church Larry Henkle Fellowship

Re: Addition for new classrooms, large hall, pastor office upstairs

Long range planning committee needs of church, expectations of congregation taken into consideration

- ① Korean organization using church property } sign? permit?
- needs use permit?
- ② Yoga group? needs use permit? [Emmi Holmes?]

AA Group
Secrets

Ordinances
Zoning
restrictions
apply to
churches

ISSUE: use of property in residential should be church related to be permitted - other activities such as YOGA might not be appropriate

① Elderly day-care? help w/ elderly residents } Community outreach program -

Mac: 50' lot lines? Setback?

building to straddle lot line? takes up to 6 months in some cases -> may need to consolidate lots to get around this-

Question Steve Effros - T.C. has obligation to use permit *Important issue: PARKING - # spaces needed w/ addition??

Korean Church sign - NOT approved by ARB? how about use? might be a good idea to fill out a use permit application

use permit application

(10) HUD update: B. Baber

Workbook - summary of activities

- won 5 bids - Jan., 03 - less than previous month
- 9 homes under contract
- closed on 16 homes

"Wealthy from purchasing HUD houses" → Brant mentioned this article

Wash. Post - reporter will be given info we are being fiscally creative by providing housing affordable

Wayne:

Motion to make B. Baber the only spokesperson for HUD project

Wayne - motion fails

local papers

Send out to press release from T.C.

[Is Brant authorized to speak for town?] Yes - per town resolution that was already passed by T.C.

↓
Press release is a good idea - how about in the post office

(11) Motion to approve Industrial Bond Authority Ordinance → passed unanimously

Wayne -

Motion to liquidate

(12) Patti Moore fund - move into park fund (playground)

We will move into Sully district

next month

(13) ~~Medicine~~ zone Buffer for town

ex: Clifton Elem. school sign

↓
telecommunications tower on top of elem. school; another outside of town on private

Fourth and Final notice

↓
inform individuals

Notify to DMV-

(14)

30 days notice

DMV license plate # 5 sent to DMV

Can we add penalties?

↓
Motion to do this
↓
unanimous

(14) Adjourn

FEBRUARY 10, 2003

CLIFTON TOWN MEETING HALL, 12641 CHAPEL ROAD
7:00 P.M.

SPECIAL TOWN COUNCIL MEETING

AGENDA

Mayor Chesley has called a special Town Council meeting to authorize purchase of HUD properties.

*1st decided trust
to buy 5 properties for resale*

If anyone attending the Town Council meeting needs a sign language interpreter, or any other type of special accommodation or auxiliary aid, please call Jim Chesley at 703-830-2129. A request should be made 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.

Posted: Post Office and Clifton General Store

So moved —

Passed unanimously

*having
public mtg.
each T.C. meeting
when we
encumber these
prop*

FEBRUARY 10, 2003

**CLIFTON TOWN MEETING HALL, 12641 CHAPEL ROAD
7:00 P.M.**

SPECIAL TOWN COUNCIL MEETING

AGENDA

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Posted: Post Office and Clifton General Store

**CLIFTON PLANNING COMMISSION
TOWN OF CLIFTON, VIRGINIA
APPLICATION FOR USE PERMIT**

*Print
check
to Mr.
Barton -
old
McNamara
house
File
copy
Chestnut
Street*

The undersigned hereby applies for a Use Permit pursuant to Article 2, Section 9-10 of the Zoning Ordinance of the Code of Town of Clifton, Virginia. The undersigned has enclosed herewith a check made payable to the "Town of Clifton" for the required application review fee.

Date Submitted to Town Clerk: 1/15/03

Date Submitted to Chairman of Planning Commission: _____

1. Type: Construction Residential Non-Residential Home Business

2. Name of Applicant: Bryan McCarthy

3. Owner of Property: same

4. Name of Business/Organization: NA

5. Owner of Business/Organization: NA

6. Address of Premises: 12817 Chestnut St.

7. Tax Map Number: _____

8. Attach Copy of Plat for Property: Plat Attached

9. Attach Floor Plan (All Non-Residential and Home Business): Floor Plan Attached

10. Zoning District of Premises:

Residential Commercial Agricultural Industrial

11. Describe Purpose of Application:

Remove existing roof. Add 2nd story & new roof.
Add new front porch & new side porch
Add new retaining walls... detail attached

12. If Commercial, Home Business, Agricultural or Industrial:

- Describe Operation: _____
- Number of Employees: _____
- Days and Hours of Operation: _____
- Number of Client Visits per Day: _____
- Square Footage of Premises: _____
- Number of Off-Street Parking Spaces Available: _____
- Number of Off-Street Parking Spaces Required: _____
- For Home Business Only, Gross Square Footage of Dwelling: _____

13. Application Fee Enclosed: _____

(\$250 for new home or commercial construction; \$150 for adding to existing buildings, or new residential construction other than new homes, where the addition or new construction costs over \$25,000; \$25 for all other construction, and any other use permit)

[Signature]
Signature of Applicant/Agent

Signature of Landlord/Lessor

1/15/03
Date

Date

12817 Chestnut Rd #215
Mailing Address

Mailing Address

Clifton VA 20124
City/Town, State, Zip Code

City/Town, State, Zip Code

703-241-0717
Phone Number / Fax Number

Phone Number / Fax Number

Lex LLC @ AOL.com
E-Mail Address

E-Mail Address

WORSHAM

2 MI. TO
IN STREET

S 10° 45' 30" E

177.64'

1 P
ON 4'

576° 43' 15" W

FRAME FENCE

255.00'

ON 0.5'

FRAME FENCE

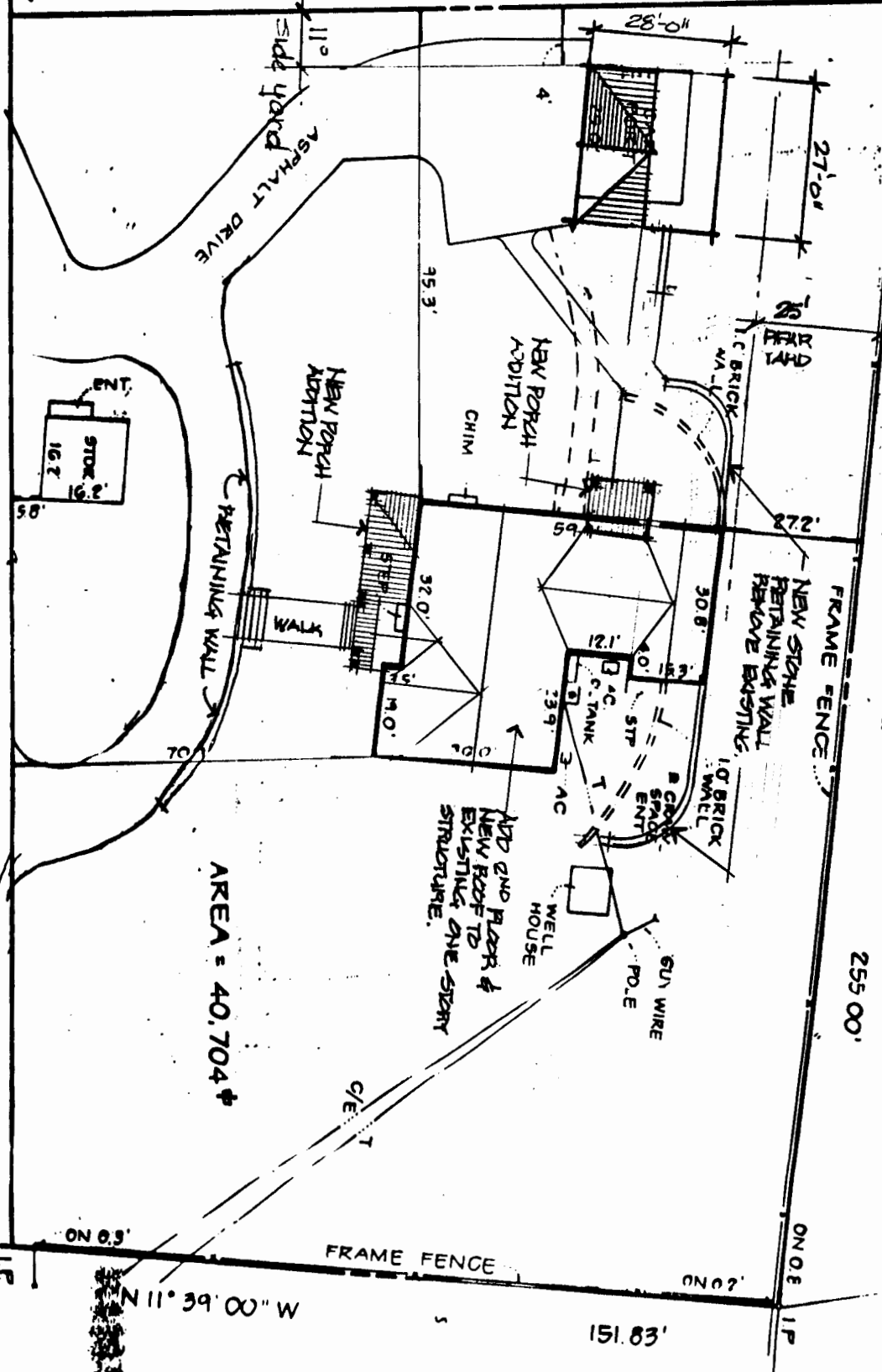
ON 0.7'

ON 0.8'
1 P

151.83'

N 11° 39' 00" W

AREA = 40,704 ±





FRONT ELEVATION

1/8/03

1/8" = 1'-0"



LEFT SIDE ELEVATION

V8/03

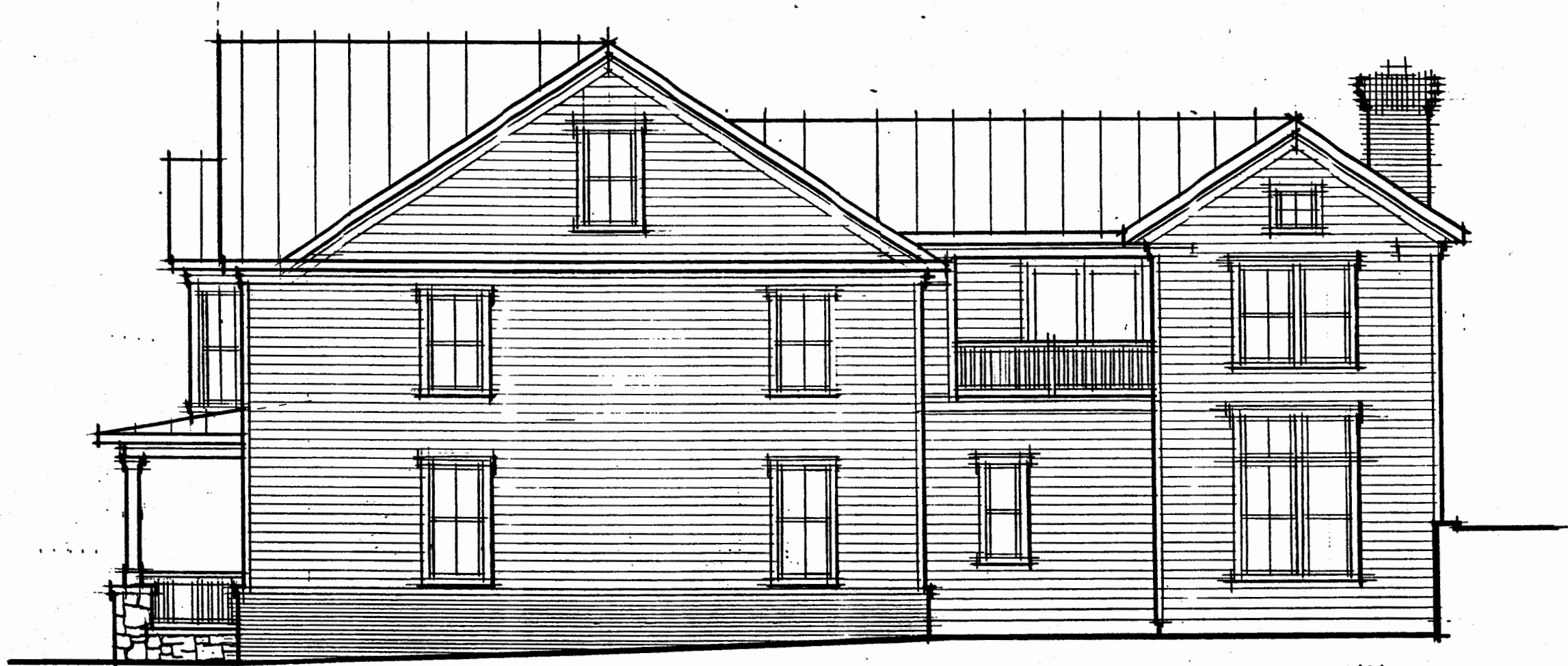
V8/10



1/20/03

REAR ELEVATION
1/20/03

1/20/03



RIGHT SIDE ELEVATION
1/8" = 10'

VE/03

Recent History of Clifton Presbyterian Church Facilities Analysis and Development

Feb
T.C.
Mtg.

1. Approximately four and one-half years ago the church conducted an analysis of its service area to see if the demographics and available services in the area would lend themselves to additional demands on the resources of Clifton Presbyterian Church.
2. The Long Range Planning Committee (LRPC) conducted "Congregational Information Sharing Meetings and Surveys" on March 12th and April 3rd 2000. What do the members want the church to do and become?
3. May 2000 Fairfax County Tax Administration designates the properties that belong to the church as two properties: 075-02-0013-A, the church tract and 075-4-02-0013, as the Manse tract. This corrects an error in the county's records.
4. September 2000 "Needs Assessment Survey" conducted/concluded by 16 of 18 distribution groups or committees. What do the committees have as facility needs?
5. June 12, 2001, Fairfax County Board of Supervisors approve additional sewer value units, 10-1
6. January-July 2001 solicit bids for Feasibility Study via RFP.
7. September/October 2001 Phase I of Feasibility Study is begun.
8. November 2001 – Paul Erickson of LeMay Erickson presents results of Phase I Feasibility Study.
9. May 2002, LRPC votes to approve Phase II Feasibility Study and begins to review options for fund raising.
10. June 2002, Special Congregational Meeting...pass motion that the members agree, current facility does not meet current or future needs. Pass a motion to continue facility renewal and to implement a capital campaign.
11. Sunday, September 8th, Paul Erickson makes presentation of Feasibility Study to congregation. Town Council members are invited.

Manse:
separate
parcel? -
not
connected

of Architect made conceptual drawing
addition for congregation

We are

**The Clifton community affirms a desire to
interact with one another in an
environment of respect and integrity.**

It is a community that:

- is committed to the dignity and value of one another.**
- assumes the best in each other.**
- communicates clearly and directly.**
- provides open forums to address difficult issues in an orderly, respectful manner.**
- behaves towards one another, both individually and collectively, with honesty, decency and responsibility.**
- Holds the preservation of our unique historic character in the highest regard.**
- Participates in community activities, organizations and events in the best interest of all.**

Caryn Franca

From: "Stephen R. Effros" <steve@effros.com>
To: <coachcaryn@cox.net>
Sent: Tuesday, January 07, 2003 4:05 PM
Subject: Fw: Community Document

----- Original Message -----

From: Lucia Effros
To: Clifton Community
Sent: Monday, November 18, 2002 9:38 PM
Subject: Community Document

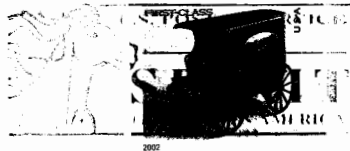
To the Clifton Community,

The following document is presented to the Clifton community for consideration and comments. After the community meeting, a committee was formed consisting of Caryn Franca, Tom Peterson, Lucia Effros, Lynn Garvey- Hodge, Merle Engel and Jennifer Chesley. We were asked to create a document that would reflect our intentions as a community in the area of personal and public interactions. It has been proposed that this document be placed in various publications and prominent areas in town. These would include; the town directory, the town hall (in poster size), in a welcome packet to new homeowners etc. If you have other places that would be appropriate please comment. As a community we hope this document will reflect our common mission to live, work and socialize together . Please feel free to send a response back to Coachcaryn@cox.net by Dec. 1. Thank you

*The Clifton community affirms a desire to
interact with one another in an
environment of respect and integrity.*

It is a community that:

- is committed to the dignity and value of one another.*
- assumes the best in each other.*
- communicates clearly and directly.*
- provides open forums to address difficult issues in an orderly, respectful manner.*
- behaves towards one another, both individually and collectively, with honesty, decency and responsibility.*
- Holds the preservation of our unique historic character in the highest regard.*
- Participates in community activities, organizations and events in the best interest of all.*



Mayor and Town Council
Town of Clifton
P.O. Box
Clifton, Virginia
20124

20124/3000



Mae Arnold
62641 School St
Clifton, Va
20124

12/10/2002

Dear Jim, Margo, Wayne, Bill and
Sara,

Thank you for the lovely
flower arrangement you sent
to us in memory of my mother.

Your thoughtfulness is
greatly appreciated!

Sincerely

Moz



Clifton Community Woman's Club

File copy

Affiliated with
GFWC, VFWC & FCFWC

January 16, 2003

The Honorable James Chesley
7207 Main Street
P.O. Box 225
Clifton, VA 20124

Dear Jim:

The 31st CCWC Clifton Homes Tour will be held on Thursday, May 15, 2003. As in the past, CCWC would like the Town's permission to hang the "Homes Tour Banner" on Main Street. Additionally, we would like to place a sign in the Triangle. It would be the same size (roughly 4' x 4') as the one used in 2002.

I have enclosed a copy of this letter and an addressed/stamped return envelope. Just sign in the space below to confirm these arrangements and return the signed copy to me. If you have any questions, please call me at 703-830-4352 or my co-chairman, Diane Smith at 703-830-3418.

We have an exciting tour planned this year and hope that you and Jennifer will be able to attend.

Thank you for your help.

Sincerely,

Meg Curry, CCWC Home Tour Co-Chairman
7902 Clifton Hunt Court
Clifton, VA 20124

cc: Diane Smith

.....

This will confirm the Town's agreement to place the signs described above.

Signed: James Chesley (James Chesley)

Date: 2/4/2003

Jo
N E

NOTICE OF PUBLIC HEARING

Pursuant to Sec. 15.2-1800.B. of the Code of Virginia (1950, as amended), please take notice that the Town Council of the Town of Clifton, Virginia (the "Town"), will conduct a public hearing regarding the proposed encumbering and sales of certain real properties owned by the Town or expected to be acquired by the Town within the next 30 days, having the locations, maximum loan amounts and minimum sales prices specified below:

Property Address				Maximum Loan Amount and Minimum Sales Price
528 Ravenstone Drive	Chesapeake	VA	22322	\$156,000
22950 Fleet Terrace	Sterling	VA	20166	233,000
1008 Villas Court	Virginia Beach	VA	23456	66,000
4851 Benecia Lane	Dumfries	VA	22026	165,000
208 Rockwood Place	Suffolk	VA	23435	125,000

Each of the foregoing properties is proposed to be encumbered by a first deed of trust, securing indebtedness not to exceed the respective maximum amounts, and to be sold for not less than the respective minimum amounts, specified above.

Said public hearing will take place on February 4, 2003, at 7:30 p.m., at the Clifton Town Meeting Hall, 12641 Chapel Road, Clifton, Virginia.

January 27, 2003

NVA11502981amh

PROOF OF PUBLICATION

I, Ryan E. Phillips Publisher of the Fairfax Journal a newspaper in the County/City of Fairfax published in the English language, and having a bona fide list of paid subscribers located in the aforementioned County/City, and entered as second class matter under the Postal Laws and Regulations of the United States of America for 52 successive weeks or more prior to the issue of 01/27/03, certify that the notice of FEBRUARY 4TH HEARING

for THE TOWN OF CLIFTON attached hereto has been published on 01/27/2003.

Ryan E Phillips

Ryan E. Phillips

Pan Wallace

Sworn to and subscribed before me this 27th day of January, 2003.

Deborah Lawson
My commission expires

March 31, 2006

Ad number: 11502981
End date : 01/27/2003
01/27/2003
THE TOWN OF CLIFTON

7:56 PM
02/03/03
Accrual Basis

Town of Clifton
Statement of Cash Balances
February 3, 2003

	Feb 3, 03
Checking	2,510.29
Investments	
Clifton Heights Escr...	5,680.60
Investments - Other	48,298.45
Total Investments	53,979.05
TOTAL	56,489.34

**The Town of Clifton, Virginia
Affordable Housing Program
Monthly Activity Summary
As of January 31, 2003**

	<u>Month of</u> <u>Jan-03</u>	<u>Year to</u> <u>Date</u>	<u>Program</u> <u>to Date</u>
--	----------------------------------	-------------------------------	----------------------------------

Bidding Activity Summary

Homes Reviewed	28	28	105
Homes Rejected for Bid	15	15	44
Homes Selected for Bid	13	13	61
Winning Bids	5	5	25
Conversion Ratio	38.5%	38.5%	41.0%

Purchase and Sales Activity Summary

Homes Under Contract for Purchase from HUD	9		
Sales Contracts Accepted from Qualified Buyers	5	5	6

Inventory Activity Summary

Inventory, Beginning of Period	0	0	0
Homes Purchased	16	16	16
Homes Sold	0	0	0
Inventory, End of Period	<u>16</u>	<u>16</u>	<u>16</u>

Resolution Concerning HUD Homes Program

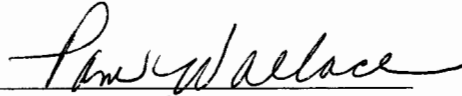
The Mayor and Council of the Town of Clifton, Virginia hereby resolve as follows:

1. The Town of Clifton, Virginia desires to carry out a program under which the Town will purchase homes from the U.S. Department of Housing and Urban Development (“HUD”), cause such homes to be repaired so as to be decent, safe and sanitary, and sell such homes to qualifying purchasers to provide owner-occupied housing for low and moderate income persons exclusively in the Commonwealth of Virginia.
2. The Town acknowledges that, pursuant to HUD requirements, it must sell homes to members of the general public (i) who will occupy the homes as their primary residences, (ii) who are not elected or appointed officials, employees, business associates of the Town or any entity providing acquisition or rehabilitation funding, management, sales or rehabilitation services or other services associated with any home, or related by blood, marriage, or law to any of the foregoing, and (iii) whose incomes do not exceed 115% of the median income in the metropolitan statistical area in which the home is located, and that each home must be sold for a price not in excess of 110% of its “net development cost,” as defined in HUD Notice 2001-30.
3. The Town’s objective is to achieve sales to persons with incomes less than the maximum amount and at prices less than the mandated ceiling. For this purpose, the Town has authorized contribution of up to 3% of the sale price of a home, either as a reduction of the sale price or to pay closing costs or down payment, to each qualified purchaser who has household income less than 100% of the median income in the area in which such home is located, and one or more of the purchasers is employed full time as a fire fighter, law enforcement officer or teacher, or the purchaser is a single head of household with at least one child intending to reside in the home. Additionally, the Town may, but is not obligated to, provide down payment and closing cost assistance to other purchasers who are qualified under HUD program standards.
4. The Town will use any net profits generated by its purchase and sale of HUD homes to carry out governmental activities of the Town, which may include but not be limited to improving housing and other physical facilities located within the Town.
5. The Mayor, Vice-Mayor and/or Brant Baber each is designated to execute all instruments and take all action required to implement the policies adopted by the Town Council in connection with the HUD Homes Program.

6. This resolution shall take effect immediately.

CERTIFICATION

The foregoing is a true copy of the resolution duly adopted by the Mayor and Town Council of the Town of Clifton, Virginia at a meeting duly called and held on December 3, 2002.

A handwritten signature in cursive script, appearing to read "Pam Wallace", written over a horizontal line.

Name: Pam Wallace

Title: Clerk

[SEAL]

**AN ORDINANCE ESTABLISHING AND EMPOWERING THE
INDUSTRIAL DEVELOPMENT AUTHORITY OF
THE TOWN OF CLIFTON, VIRGINIA**

BE IT ORDAINED by the Mayor and Council of the Town of Clifton, Virginia:

Section 1. That the Ordinances of the Town of Clifton, Virginia be and the same hereby is amended to add a Chapter to read as follows:

CHAPTER 14

INDUSTRIAL DEVELOPMENT AUTHORITY OF
THE TOWN OF CLIFTON, VIRGINIA

14.1-1 Title.

This Ordinance (hereinafter "the Ordinance") shall be known and may be cited as the Town of Clifton Industrial Development Authority Ordinance.

14-2 General Provisions.

14-2.1. Authority and Purpose of Ordinance. This Ordinance is adopted pursuant to Section 15.2-4901 et seq. of the Code of Virginia (1950), as amended (hereinafter referred to as the "Act"). Pursuant to the Act, there hereby is created a political subdivision of the Commonwealth of Virginia, named as provided in subsection 2 hereof, with such public and corporate powers as are set forth in or permitted by the Act. This Ordinance is intended to govern the affairs and the conduct of business of the Authority with respect to the performance of its functions, powers and duties under the Act.

14-2.2. Name of the Authority. The name of the Authority shall be the "Industrial Development Authority of the Town of Clifton, Virginia" (hereinafter referred to as the "Authority").

14-2.3. Seal. The Seal of the Authority shall be in the form of a circle enclosing the seal of the Town of Clifton, Virginia, and shall bear the name of the Authority and the year of its creation (2003).

14-3 Directors.

14-3.1. Number; Qualification. The Authority shall consist of the seven Directors, not more than three of which are permitted to be elected members of the governing body of the Town of Clifton, Virginia. Each Director shall reside in the Town

of Clifton or in Fairfax County, Virginia, take and subscribe the oath prescribed by Section 49-1 of the Code of Virginia (1950), as amended, and hold the office for the term of his appointment as prescribed by Section 15.2-4904 of the Act until his successor shall have been appointed and qualified. A Director must continue to reside either in the Town of Clifton or in Fairfax County, Virginia, or such Director's office shall be deemed to be vacant and available for appointment. A Director shall be eligible for reappointment and shall be required to satisfy all requirements for appointment to the Board of Directors at the time of such reappointment.

14-3.2. Removal; Vacancies. Each Director may be removed from office by a majority of the appointed Directors of the Authority, for cause, after a public hearing. Any vacancy in the Board of Directors occurring other than by expiration of term shall be filled in compliance with the Act and this Ordinance but for the unexpired term only.

14-3.3. Designees. No Director of the Authority shall be permitted to designate any person to represent and take action for him at meetings of the Authority.

14-4. By-Laws

The Authority shall be authorized to establish its procedure for meetings, appointment and removal of officers, establishment of committees and other administration pursuant to by-laws adopted and amended by the Authority from time to time.

Section 2. That an emergency exists which necessitates the immediate enactment of this Ordinance and therefore the provisions contained herein shall become effective immediately upon its adoption.

CERTIFICATION

The foregoing is a true copy of the ORDINANCE ESTABLISHING AND EMPOWERING THE INDUSTRIAL DEVELOPMENT AUTHORITY OF THE TOWN OF CLIFTON, VIRGINIA duly adopted by the Mayor and Town Council of the Town of Clifton, Virginia at a meeting held on January 7, 2003.

Name: Pam Wallace
Title: Town Clerk

[SEAL]

1. ADOPT CHAPTER 14 OF THE TOWN CODE. INDUSTRIAL BOND AUTHORITY ORDINANCE REVISED FOR CODE FORMAT CONSISTENCY. COPY PREVIOUSLY PROVIDED TO TOWN COUNCIL VIA EMAIL.

2. AUTHORIZE TERMINATION OF PATTIE MOORE FUND AND ROLL FUNDS TO TOWN GENERAL FUNDS FOR USE IN UPGRADING TOWN PARK FACILITIES.

Plus:

New Business?

Feb. 2003
agenda

Request for Statistical
data on police presence
in town

Pam,

I am in the CA desert this week. Will not return til Saturday. Please prepare an agenda with these items on new format. Also, please add any carry-over items from last month.

Thanks, Jim

-----Original Message-----

From: WAYNE NICKUM

To: JIM CHESLEY

Cc: PAM WALLACE

Sent: 1/27/03 7:00 PM

Subject: AGENDA ITEMS

1. ADOPT CHAPTER 14 OF THE TOWN CODE. INDUSTRIAL BOND AUTHORITY ORDINANCE REVISED FOR CODE FORMAT CONSISTENCY. COPY PREVIOUSLY PROVIDED TO TOWN COUNCIL VIA EMAIL.

2. AUTHORIZE TERMINATION OF PATTIE MOORE FUND AND ROLL FUNDS TO TOWN GENERAL FUNDS FOR USE IN UPGRADING TOWN PARK FACILITIES.

1/31/2003

CLIFTON TOWN COUNCIL MEETING AGENDA

File Copy

TUESDAY, March 4, 2003, 7:30 P.M.
CLIFTON TOWN MEETING HALL
12641 CHAPEL ROAD
CLIFTON, VA 20124

PUBLIC HEARING: HUD property update

TOWN COUNCIL MEETING

Order of business

1. Reading of minutes of last regular meeting and any subsequent special meetings
2. Report of the Treasurer
3. Reading of communications * March B Day celebration: 3/22/03
4. Citizens' remarks
 - A. Suggestions or complaints of citizens and taxpayers, and other persons authorized by the Mayor to address the Council
 - B. Each person wishing to address the Council shall, when recognized by the Mayor:
 - i. Give his or her name and address
 - ii. Direct his or her remarks to the Council and not to other citizens present
 - iii. Be limited to one period of not over five (5) minutes, unless granted additional time by unanimous consent of the Council
 - C. Priority shall be given to persons who have signified to the Clerk their desire to address the Council.
 - D. The Mayor shall enforce this Subsection.
5. Unfinished business
 - Patty Moore fund monies and transfer to children's playground fund
6. Reports of special committees
7. Reports of standing committees, in the order as may be determined by the Mayor
 - Architectural Review Board (ARB) no report
 - Planning Commission
 - Board of Zoning Appeals (BZA) no report
8. New business
 - Enforcement of ARB approvals and Planning Commission
 - Set public hearing for charter change and town budget for FYE 0406 } May T.C. mtg.
 - NOVEC franchise agreement } May
 - Snow removal from town sidewalks } May
 - CBA request for approval of date and time for 2003 Clifton Twilight Run
 - HOTFORCE resolution
9. Old business
 - Update on Gilliam property
 - Police enforcement stats for Clifton special police presence
 - Town rental standards discussion
10. Adjournment

If anyone attending the Town Council meeting needs a sign language interpreter, or any other type of special accommodation or auxiliary aid, please call Jim Chesley at 703-830-2129. 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.

May (7PM) - Joint T.C./ Planning Comm. Public Hearing
 > Town Budget
 > ② " Charter change (vice-mayor/duties) ③ Proposed zoning district/ recreational space
 April (7:30) Public Hearing } NOVEC franchise
 } HUD property

T.C. Mtg.

① Feb 4th Minutes - T.C. Mtg.
~~AAAAA~~

Delete indicated items on copy of minutes

② Feb 10th ^{Unan.} ~~Approved~~
T.C. Mtg.

③ Treasurer's Report - Marilyn Barton + Budget
FY02 & FY03 Comparison
of budget
Motion to approve
Unan.

④ Lion's Banner - ask to approve hanging -
Unanimous

Margo - unpaid Lion's bill - Margo said they shouldn't be able to use hall if they have an outstanding bill

\$450.⁰⁰ rental

(#12th paid June 2002)

②

email

⑤ Sidewalks - citizen's complaint over sidewalks not being shoveled in a timely manner

CBA → Michelle Stein

⑥ 3/22/03: B'day Dinner

⑦ November - trees to be planted via a either side of stream by barn + butterfly garden

Grant thinking

about the possibility of a floating bridge

* Brant questioned

[Conservation easement - guarantees that it won't be developed] → deep restriction
Michelle will email info to Brant

⑧ P. Moore \$11,000 fund - idea to (1970) transfer to playground fund to renovate this area; ~~motion to~~
Rod said we have to follow some steps first - motion to re-designate monies

Motion made to transfer -

Unanimous?

Playground - \$75,000 needed aimed for

⑨ ARB - no mtg - no report

⑩ Planning - Taya is now Chairman

⑪ Brooks - use permits

• Home modification ~~for~~ (2 window wells)
motion to approve: unanimous contingent on ARB approval

• Home business (Chris)

• Home business Mike

Both Approved Unanimously

• Lynne's application to increase
Motion to approve - Unanimous

Amy Mitchell - re-
renovation - re-
including b'ball
doing court

9 BZA report - no report tonight

10 Enforcement of ARB approvals + Planning Comm. } Taya

Hotforce

11 ~~HOTFORCE~~ Resolution

→ Hemlock Overlook Task Force

Resolution to Support HOTFORCE

Wayne - Motion to adopt long version of Resolution [with indicated chgs]

Unanimous

→ Joint Public Hearing - T.C. +

Ben Ivart spoke presented draft of resolution both + short

12

Table to May: all three of the

- Public Hearing } Unanimous
- ~~Tom~~ Tom budget
- Tom Charter chg. (reference vice-mayor's duties)

proposed zoning district

Held at 7 P.M.

T.C. April meeting Public Hearing NOVEC } Unanimous franchise

along w/ HUD Property

7:30 P.M.

Both approved unanimously

recreational space

13 Snow removal - every household should be responsible } cooperative effort - everyone needs to volunteer CBA will coordinate a snow removal event, per Michelle Stein, No ordinance needed

Emergency fund?

(4)

includes banner approval

(14)

CBA request } Twilight Run

sat
May 31st } 6:30 p.m.

Motion to approve -
passed unanimously

(15) Hrd update - Brant Baker - to date:
20 bids, no contracts

John Eubanks

reconciliation
contract on B

Report

Resolution
Hrd
[Presented concerning
Homes program]

Brant: We are
a lessee - the town
hall is leased by
the town from
the county

(16)

Town rental discussion -
next mtg. } email info -
Chg. by the hour
(~~150~~ 150 per hour)
group

M. Stein } charitable + town residents
should be given reduced rate

We pay all
maint-nance
bills - regard less
costs +

(5)

Lease was signed a long time ago - we are ^{bound} bound by the County -

How about organizations who give to town? → Capital contributions were made (Lions Club, etc.)

W/in a certain period of time

Idea of Prepay options?

To give a better deal -

Block of discounts?

(17) ~~Having~~ Brant Bar

New authority - industrial development to

Motion people listed
be app't +
Cliff Ind.
Devel. Authority

1st set of terms: effective ^{unanim.}

unanimous

Terms:
Brant: 4 yrs

Taya - 3

Jeff St. - 3

(3/5/03)

(18) Gilliam Property

Gill. + Jimm
have signed
- 60 days ^{til} closing -

Done Deal!

Trails

(19) Police enforcement stats
Speed tables on Main Street } next T.C.
meeting

(20) Real estate
Clifton's Market

✓
Selling point!

(21) Margo nuts
check for \$1000
for plans } Motion
to unanimous
passed

(22)
Adjourn

Arnold file

Minutes
Clifton Town Council Meeting
Tuesday, March 4, 2003
Clifton Town Meeting Hall

Present: Acting Mayor Laura Harrington, Mac Arnold, Margo Buckley, Wayne Nickum, Town Attorney Rod Williams; residents and guests of the town

The Pledge of Allegiance was said by all.

Public Hearing: HUD
No public hearing tonight

Town Council Meeting:

1. Motion made to approve minutes of Town Council meeting of February 4, 2003. Passed unanimously with the deletion of item #5: Harrington, Arnold, Buckley, Nickum.
2. Motion made to approve minutes of special Town Council meeting of February 10, 2003. Passed unanimously: Harrington, Arnold, Buckley, Nickum.
3. Treasurer's report: Marilyn Barton. Comparison of Budget FY02 and FY03. Motion made to approve report. Passed unanimously: Harrington, Arnold, Buckley, Nickum.
4. Request received from Clifton Lions to hang banner advertising pancake breakfast. Motion made to approve. Passed unanimously: Harrington, Arnold, Buckley, Nickum. Margo Buckley expressed her opinion that Lions should pay their outstanding bill before being able to use town community hall facility.
5. Issue of snowy sidewalks was discussed. An email has been received from a Clifton citizen complaining about sidewalks not being shoveled in a timely manner.
6. CBA: Michelle Stein
 - a. Clifton Birthday Dinner scheduled for March 22, 2003
 - b. Trees to be planted on either side of stream by barn; a butterfly garden is also planned
 - c. Floating bridge is also being considered
 - d. Information requested by Brant Baber concerning conservation easement and restrictions involved; Michelle will email information to Brant.
7. ARB: no meeting, no report
8. Planning Commission
 - a. Taya Abbott is now chairman
 - b. Use permits: Mike and Chris Booth
 1. Home modification involving two window wells. Motion made to approve, pending ARB approval. Passed unanimously: Harrington, Arnold, Buckley, Nickum.
 2. Home business (Chris) and home business (Mike). Motion made to approve. Passed unanimously: Harrington, Arnold, Buckley, Nickum.
 - c. Use permit amendment: Lynne Garvey Hodge
 1. Motion made to approve. Passed unanimously: Harrington, Arnold, Buckley, Nickum.
9. Playground Committee: Amy Mitchell. Motion made to transfer Patty Moore funds to playground fund. Passed unanimously: Harrington, Arnold, Buckley, Nickum. Estimates to renovate playground are

in the \$75,000 range.

10. BZA: no report

11. Enforcement of ARB approvals and Planning Commission use permit approvals was discussed.

12. HOTFORCE Resolution: Jim Bonivert. Motion made to approve resolution with indicated changes. Passed unanimously: Harrington, Arnold, Buckley, Nickum.

13. Motion made to table to May meeting date: Public Hearing, Town Budget and Town Charter change (reference vice-mayor's duties), and proposed zoning district for recreational space. (The May Public Hearing will begin at 7 P.M.) Passed unanimously: Harrington, Arnold, Buckley, Nickum.

14. Motion made to hold Public Hearing at 7:30 before April Town Council Meeting to discuss NOVEC franchise and HUD properties. Passed unanimously: Harrington, Arnold, Buckley, Nickum.

15. Snow removal issue. was discussed. Should every household be held responsible? CBA will coordinate snow removal event per Michelle Stein. Therefore, no new ordinance needed.

16. Request received from CBA to display banner advertising Twilight Run, scheduled for May 31, 2003, at 6:30 P.M. Motion made to approve. Passed unanimously: Harrington, Arnold, Buckley, Nickum.

17. HUD update: Brant Baber. To date, there are 20 bids, no contracts. John Eubanks reported there are contracts on three properties.

18. Community Hall rental discussion will be held at April Town Council meeting. Michelle Stein expressed her opinion that charitable groups and town residents should be offered a reduced hourly rate. Another idea would be to offer prepay options to groups that reserve and pay ahead of time.

19. Motion made to approve the following individuals to serve on the Industrial Development Authority:

4 year term: Brant Baber

3 year term: Taya Abbott, Jeff Stein

2 year term: Alan Feldenkris, Wayne Nickum

1 year term: Kirk Wiles, Margo Buckley

Passed unanimously: Harrington, Arnold, Buckley, Nickum

20. Gilliam property update: closing will be in 60 days.

22. April Town Council meeting: police enforcement stats and speed tables on Main Street

23. Motion made to issue check for \$1000 to Margo Buckley for cleaning of Community Hall floors. Passed unanimously: Harrington, Arnold, Buckley, Nickum.

24. Motion made to adjourn. Passed unanimously: Harrington, Arnold, Buckley, Nickum.

**RESOLUTION CONCERNING APPOINTMENT OF MEMBERS TO
TOWN OF CLIFTON INDUSTRIAL DEVELOPMENT AUTHORITY**

The Mayor and Council of the Town of Clifton, Virginia hereby resolve that the following persons are appointed as directors of the Town of Clifton Industrial Development Authority for the terms of office specified below:

*File
copy
(3/2003)
T.C.
mtg.*

<u>Name</u>	<u>Occupation</u>	<u>Term</u>
Taya Abbott	realtor	3/5/03-3-4-06
Brant Baber	attorney	3/5/03-3-4-07
Margo Buckley	Council member	3/5/03-3-4-04
Alan Feldenkris	Time Warner/AOL	3/5/03-3-4-05
Wayne Nickum	Council member	3/5/03-3-4-05
Jeff Stein	commercial realtor	3/5/03-3-4-06
Kirk Wiles	securities broker	3/5/03-3-4-04

CERTIFICATION

The foregoing is a true copy of the resolution duly adopted by the Mayor and Town Council of the Town of Clifton, Virginia at a meeting duly called and held on March 4, 2003.



Name: Pam Wallace
Title: Clerk

CLIFTON TOWN COUNCIL MEETING AGENDA

**TUESDAY, March 4, 2003, 7:30 P.M.
CLIFTON TOWN MEETING HALL
12641 CHAPEL ROAD
CLIFTON, VA 20124**

PUBLIC HEARING: HUD property update

TOWN COUNCIL MEETING

Order of business

- 1. Reading of minutes of last regular meeting and any subsequent special meetings**
- 2. Report of the Treasurer**
- 3. Reading of communications**
- 4. Citizens' remarks**
 - A. Suggestions or complaints of citizens and taxpayers, and other persons authorized by the Mayor to address the Council**
 - B. Each person wishing to address the Council shall, when recognized by the Mayor:**
 - i. Give his or her name and address**
 - ii. Direct his or her remarks to the Council and not to other citizens present**
 - iii. Be limited to one period of not over five (5) minutes, unless granted additional time by unanimous consent of the Council**
 - C. Priority shall be given to persons who have signified to the Clerk their desire to address the Council.**
 - D. The Mayor shall enforce this Subsection.**
- 5. Unfinished business**
 - Patty Moore fund monies and transfer to children's playground fund**
- 6. Reports of special committees**
- 7. Reports of standing committees, in the order as may be determined by the Mayor**
 - Architectural Review Board (ARB)**
 - Planning Commission**
 - Board of Zoning Appeals (BZA)**
- 8. New business**
 - Enforcement of ARB approvals and Planning Commission**
 - Set public hearing for charter change and town budget for FYE 0406**
 - NOVEC franchise agreement**
 - Snow removal from town sidewalks**
 - CBA request for approval of date and time for 2003 Clifton Twilight Run**
 - HOTFORCE resolution**
- 9. Old business**
 - Update on Gilliam property**
 - Police enforcement stats for Clifton special police presence**
 - Town rental standards discussion**
- 10. Adjournment**

If anyone attending the Town Council meeting needs a sign language interpreter, or any other type of special accommodation or auxiliary aid, please call Jim Chesley at 703-830-2129. 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.

PROPOSED INDUSTRIAL DEVELOPMENT AUTHORITY MEMBERS

Taya Abbott - realtor 3 yrs

(4)

Brant Baber - attorney 4 yrs

Margo Buckley - Council member 1

Alan Felden-Kris - Time Warner/AOL 2

~~Jim Fullerton - attorney~~

Wayne Nickum - Council member 2

Kirk Wiles - securities broker 1

JEFF STEIN ————— 3 yrs

terms
begin -
3/5/03

1 for		4 yrs
2 for	4 yrs	3 yrs
2 for		2 yrs
2 for		1 yr



JOHN T. FREY
CLERK OF CIRCUIT COURT

COMMONWEALTH OF VIRGINIA
Circuit Court of Fairfax County

4110 CHAIN BRIDGE ROAD
FAIRFAX, VIRGINIA 22030-4048
703-246-2770
TDD 703-352-4139

File copy



JANE M. DELIEE
CHIEF DEPUTY

September 4, 2002

Roderick B. Williams
Town Attorney for the Town of Clifton
Foley & Lardner
Washington Harbor
3000 K Street, N.W., Suite 500
Washington, D.C. 20007-5143

Re: Appointment of Taya R. Abbott

Dear Mr. Williams:

Per request of the Town Council for the Town of Clifton, enclosed is a certified copy of an Order appointing Taya R. Abbott to the Board of Zoning Appeals of the Town of Clifton, Virginia.

It will be necessary for Ms. Abbott to come to the Circuit Court located on the third floor to take the oath of office. If you have any questions, please do not hesitate to call.

Sincerely,

Sharon K. Dattilo

Sharon K. Dattilo
Administrative Assistant
To the Clerk of the Court

enclosure

cc: Honorable James Chesley ✓
Mayor, Town of Clifton



JOHN T. FREY
CLERK OF CIRCUIT COURT

COMMONWEALTH OF VIRGINIA
Circuit Court of Fairfax County

4110 CHAIN BRIDGE ROAD
FAIRFAX, VIRGINIA 22030-4048
703-246-2770
TDD 703-352-4139



JANE M. DELIEE
CHIEF DEPUTY

September 4, 2002

Taya R. Abbott
12720 Clifton Heights Lane
Clifton, VA 20124-0280

Dear Ms. Abbott:

Enclosed is a certified copy of an Order appointing you to the Board of Zoning Appeals for the Town of Clifton. It will be necessary for you to come to the Clerk's office to take your oath of office. We are located on the third floor of the Circuit Court, 4110 Chain Bridge Road, Fairfax, Virginia.

If you have any questions, please call me.

Sincerely,

A handwritten signature in cursive script that reads "Sharon K. Dattilo".

Sharon K. Dattilo

cc: The Honorable James Chesley
Mayor, Town of Clifton
Roderick B. Williams

V I R G I N I A:

IN THE CIRCUIT COURT OF FAIRFAX COUNTY

In Re: Appointment of Taya R.)
Abbott as a member)
of the Board of Zoning) ORDER
Appeals of the Town of)
Clifton.)

This matter came on this day pursuant to a duly authorized resolution of the Town Council for the Town of Clifton and pursuant to the requirements specified in Section 15.1-494 of the 1950 Code of Virginia, as amended; and

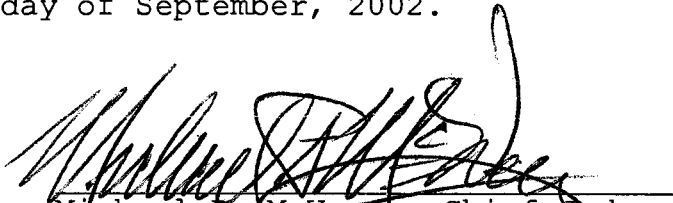
It appearing to the Court that Christopher Rehder has resigned from the Board of Zoning Appeals for the Town of Clifton.

It further appearing to the Court that the Town Council for the Town of Clifton, at its regular meeting on February 5, 2002, approved the appointment of Taya R. Abbott to fill the unexpired term of Christopher Rehder on the Board of Zoning Appeals for the Town of Clifton, and said Council has approved the forwarding of this recommendation to the Fairfax County Circuit Court; and

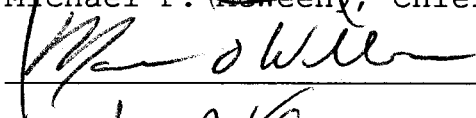
It further appearing to the Court that Taya R. Abbott is in all respects a proper person to serve as a member of said Board of Zoning Appeals.

IT IS ORDERED that TAYA R. ABBOTT is appointed a member of the Board of Zoning Appeals for the Town of Clifton for a term, commencing September 3, 2002 and expiring April 19, 2004.

ENTERED this 3rd day of September, 2002.



Michael P. McWeeny, Chief Judge



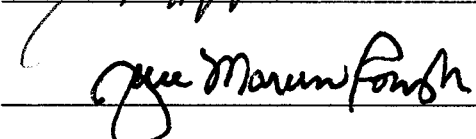
HDW




SPK



KMD



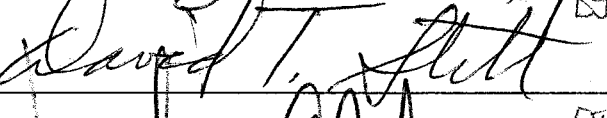
ADV



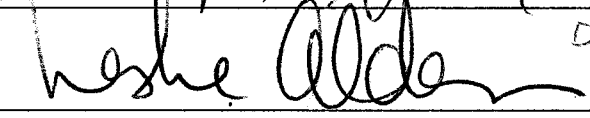
JHR
MLK



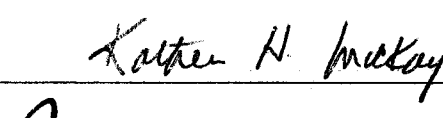
DJS



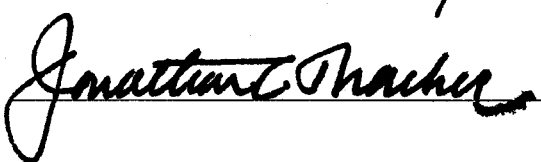
DTS



LMA



KMH



JCT

Don Noy

RTN

CLF

**A COPY TESTE:
JOHN T. FREY, CLERK**

BY: *Sharon Kay Dattel*
Deputy Clerk

Date: *September 4, 2002*

Original retained in the office of
the Clerk of the Circuit Court of
Fairfax County, Virginia

**Town of Clifton Affordable Housing Program
Inventory Detail Report**

Case #	No.	Street	City	ST	Zip	Subdivision	Built	Type	SF	BR	FB	HB	Cost	Bought	Contract	Sold	Sales Pr
548-290914	2252	Fort Pickens Court	Dumfries	VA	22026	Williamstown	1980	T	1320	3	2	1	70,300	1/20/03	2/27/03	p-3/28	106,900
541-186501	5239	Westhaven Crescent	Virginia Beach	VA	23464	Indian Lakes	1986	T	1540	3	2	1	70,200	1/20/03	1/8/03	2/21/03	89,900
541-559191	3507	Farrier Cove	Suffolk	VA	23435	Steeplechase	1998	D	1500	3	2	1	129,100	1/20/03	1/6/03	2/20/03	141,523
541-293050	742	Lake Edward Drive	Virginia Beach	VA	23462	Lake Edward West	1969	T	1396	3	1	1	35,400	1/20/03	2/11/03	p-3/25	60,900
548-266521	8316	Sunnyside Court	Manassas Park	VA	20111	Manassas Park Villag	1977	T	1139	2	1	1	80,600	1/20/03	2/10/03	p-3/31	99,900
548-382314	10549	Brechin Way	Manassas	VA	20109	Campbells Trace	1998	T	2176	3	2	1	185,800	1/31/03	12/24/02	2/6/03	193,900
541-515328	704	Pelham Drive	Newport News	VA	23608	Windsor Great Park	1976	D	1961	4	2	1	112,500	1/20/03	2/28/03	p-3/24	137,500
541-567651	230	Harrier Street	Virginia Beach	VA	23462	Northridge	1982	T	1440	3	1	1	43,200	1/20/03	2/11/03	p-3/20	62,500
541-585327	3848	LaSalle Drive, #108	Virginia Beach	VA	23453	Buckner Woods	1997	GC	1132	2	2	1	86,000	1/20/03	2/10/03	p-3/15	102,500
548-387372	44891	Point Bay Terrace	Ashburn	VA	20147	Riverside Village	1996	T	1688	4	3	1	218,100	1/31/03	2/21/03	p-3/14	239,900
541-299556	143	Oakland Drive	Madison Heights	VA	24572	Viking Fjord	1975	D	1400	3	1	1	66,400	2/14/03			91,500
541-191109	722	Arthur Avenue	Virginia Beach	VA	23452	Pecan Gardens	1974	T	1404	3	1	1	37,200	1/31/03			59,900
541-570435	468	Hill Meadow Drive	Virginia Beach	VA	23454	Hilltop Manor	1983	T	1200	2	1	1	33,300	1/31/03			49,500
548-322505	12830	Bison Court	Woodbridge	VA	22192	Old Bridge Estates	1987	T	1220	3	2	1	168,001	1/31/03			192,900
541-587742	700A	Rapidan River Court	Chesapeake	VA	23320	Riverwalk	1992	GC	989	2	2		67,300	2/14/03			79,900
541-207517	6108B	Bradford Drive	Suffolk	VA	23435	Wynnewood	1988	SDC	1064	3	1	1	35,500	1/31/03			47,900
541-541124	1104	Dane Street	Chesapeake	VA	23323	Geneva Shores	1988	D	1466	3	2		108,200	2/14/03	1/9/03	p-3/15	124,900
541-277669	707	Lake Edward Drive	Virginia Beach	VA	23462	Lake Edward West	1969	T	1400	3	1	1	35,400	1/31/03			60,900
541-565970	1649	Sandy Pines Way	Chesapeake	VA	23321	Sandy Pines	1987	D	1330	3	2		101,000	1/31/03	2/11/03	p-3/31	118,900
541-378075	528	Ravenstone Drive	Chesapeake	VA	23322	Etheridge Manor	1987	D	1537	3	2		160,200	2/14/03	1/20/03	p-2/21	174,900
548-372542	22950	Fleet Terrace	Sterling	VA	20166	Groveswood	1997	T	2040	4	3		240,000	2/14/03	2/26/03	p-3/31	260,000
541-442215	1008	Villas Court	Virginia Beach	VA	23456	Glenwood	1989	GC	1106	2	2		60,500	2/14/03	1/24/03	p-2/28	75,300
548-319370	4851	Benecia Lane	Dumfries	VA	22026	Lakecrest	1998	T	1460	3	3	1	167,500	2/14/03	3/3/03	p-3/27	190,000
541-491279	208	Rockwood Place	Suffolk	VA	23435	Burbage Grant	1996	DC	1964	3	2	1	117,400	2/14/03	3/1/03	p-3/27	141,900
541-555829	1066	Whales Run Court	Virginia Beach	VA	23454	Virginia Village	1979	DC	1344	3	2		55,100				79,900

SALES PRICES ARE TENTATIVE AND SUBJECT TO CHANGE

D = detached home
T = townhome
GC = garden condo
SDC = semi-detached condo
DC = detached condo

**The Town of Clifton, Virginia
Affordable Housing Program
Monthly Activity Summary
As of February 28, 2003**

<u>Month of</u>	<u>Year to</u>	<u>Program</u>
<u>Feb-03</u>	<u>Date</u>	<u>to Date</u>

Bidding Activity Summary

Homes Reviewed	21	49	126
Homes Rejected for Bid	3	18	47
Homes Selected for Bid	18	31	79
Winning Bids	0	5	25
Conversion Ratio	0.0%	16.1%	31.6%

Purchase and Sales Activity Summary

Homes Under Contract for Purchase from HUD	1		
Sales Contracts Accepted from Qualified Buyers	9	14	15

Inventory Activity Summary

Inventory, Beginning of Period	16	0	0
Homes Purchased	8	24	24
Homes Sold	3	3	3
Inventory, End of Period	<u>21</u>	<u>21</u>	<u>21</u>

**Town of Clifton
Net Profit Calculation**

	<u>10549 Brechin</u>	<u>3507 Farrier</u>	<u>5239 Westhvn</u>
Sales Price	193,900	141,523	89,900
Base Purchase Cost	185,800	129,100	70,200
HUD Discount	-27,870	-19,365	-10,530
Misc Acq Costs	2,741	1,683	1,233
Loan Discount CLC	5,574	3,873	2,106
Repairs	6,376	6,023	11,755
Carrying Costs	585	884	431
Interest	1,158	1,353	678
Commission	1,939	4,246	5,394
Selling Costs	934	881	847
Total NDC	<u>177,237</u>	<u>128,678</u>	<u>82,114</u>
Profit	16,663	12,845	7,786
Buyer Credits	<u>-5,817</u>	<u>-3,000</u>	<u>-2,697</u>
Net Profit	10,846	9,845	5,089
CLC Mgmt Fee 45%	<u>4,881</u>	<u>4,430</u>	<u>2,290</u>
Net to Town of Clifton	<u><u>5,965</u></u>	<u><u>5,415</u></u>	<u><u>2,799</u></u>
NDC X 110%	194,961	141,546	90,325
Sales Price	193,900	141,523	89,900
Net Profit %	5.59%	6.96%	5.66%

**Town of Clifton
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Ver. 1
File
Copy

Resolution by the Town Council, Town of Clifton, Virginia

**REGARDING THE FUTURE DEVELOPMENT AND OPERATION OF THE
HEMLOCK OVERLOOK REGIONAL PARK, COMMUNITY OF CLIFTON, VA**

*Resolution by the Town Council of the Town of Clifton expressing concern
over the future development and operation of the Hemlock Overlook
Regional Park that lies within the Clifton Community and within 2 road
miles of the Town of Clifton.*

WHEREAS, The Northern Virginia Regional Park Authority (hereafter NVRPA) owns and manages the Hemlock Overlook Regional Park (hereafter Hemlock), consisting of 225 acres at the end of Yates Ford Road and bordered by Yates Ford Road, the Bull Run, the CXS Railroad, and Noble Estates.

WHEREAS, George Mason University (hereafter GMU), under contract to NVRPA, operates the park as a Center for Outdoor Education, focused on experiential education in an outdoor setting primarily for school children of the Northern Virginia area, established soon after NVRPA acquired the land in the 1960s.

WHEREAS, NVRPA announced plans in February 2001 to develop Hemlock to include a building of indeterminate size and use (perhaps 4000 square feet), plus parking for about 50 cars and half a dozen buses. \$300000 in capital funds was committed by NVRP.

WHEREAS, at this time, annually approximately 30,000 children and adults use Hemlock in structured outdoor learning experiences, with an additional unknown number of persons visiting the park for non-scheduled activities.

WHEREAS, large tour buses have been used extensively to transport participants to the Park along the country roads in the area—Clifton, Kincheloe, and Yates Ford Roads—as well as transiting through the Town of Clifton.

WHEREAS, a volunteer group named Hotforce, was formed from residents in the immediate Hemlock community plus representatives from the Town Council of Clifton for the purpose of coordinating and working with the NVRPA and to bring local resident concerns to the planning actions of NVRPA.

WHEREAS, there are considerable community concerns over any planned development of Hemlock, to include, but not limited to such issues as:

1. Safety on the narrow curving neighborhood roads, including the Town of Clifton, and the volume of traffic generated by Hemlock programs.

2. Adverse impacts on the environment by the Hemlock programs, including pollution from cars and busses, noise, adverse impacts on neighboring residents, creation of erosion, run-off, stream bed degradation, etc.
3. Direction and scope of current and planned GMU programs at Hemlock, such as whether the University is planning on growing the current outdoor education programs for school children, whether it is using Hemlock for programs other than outdoor education experiences, such as corporate education, and whether they intend to grow those programs.
4. Whether GMU is purposely promoting programs for corporate and out-of-area users at higher charges, as a way to generate income.
5. The over utilization of environmentally sensitive areas of the park while at the same time not maintaining a buffer between Park activities and nearby residences.
6. The size, planned use, and location of a proposed new building at Hemlock. Any such building must be responsive to the long-term plans, community interests, and overall environment of the area.

NOW THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF CLIFTON THAT:

1. The NVRPA continue to coordinate future plans for Hemlock with the Hotforce community group and the Town of Clifton.
2. That the NVRPA outline in the Management and Operation Plans explicit, clear, and focused details of the exact programs planned at Hemlock and the proposed land use of the park. This should include the identification of the limits of capacity and the limits of future growth.
3. That Hemlock not be used as an extension of programs by GMU that are outside the nature ^{P18 6/12/02} and outdoor education programs ~~which have been successful~~ at Hemlock and which are unique in the Northern Virginia area.
4. That tour buses be prohibited on Hemlock community roads, including those in the Town of Clifton, for transporting park users to and from Hemlock.
5. That traffic surveys be accomplished periodically—not fewer than once each year—to determine the traffic impact on neighborhood roads and within the Town of Clifton by Park users, and that the capacity of these roads not be exceeded.
6. That Hotforce, the community, and the Town of Clifton continue to participate with NVRPA in the planning and approval process for any increase

in the programs, development, or utilization of Hemlock, including any new buildings, enlargements of existing buildings, or other structures on Hemlock.

7. That, because of the historical significance of the Hemlock real estate, especially during the Civil War, a comprehensive study of the history of the land of Hemlock be accomplished.

The undersigned dully qualified and elected Mayor of the Town of Clifton, Clifton, Virginia, certifies that the foregoing is a true and correct statement of concerns by the Town of Clifton over the future development and operation of the Hemlock Overlook Regional Park.

DATED THIS xx day of yyyyyy, 2003.

TOWN OF CLIFTON

Jim Chesley, Mayor

ATTEST:

ZZZZZ, Town Clerk

03/04/03

Comparative

Town of Clifton
Proposed Profit & Loss Budget Overview
July 2001 through June 2003

	Jul '01 - Jun 02	Jul '02 - Jun 03
Ordinary Income/Expense		
Income		
Grants		
Federal		
Federal Grant-Land		
Town Match - Land	12,000	12,000
CBA Match - Land	12,000	12,000
Federal Grant-Land - Other	96,000	96,000
Total Federal Grant-Land	120,000	120,000
Transportation Project-Trails		
CBA Match - Trails	4,524	4,524
Town Match-Trails	0	
Town Inkind -Trails	4,524	4,524
Transportation Project-Trails - Other	36,192	36,192
Total Transportation Project-Trails	45,240	45,240
Total Federal	165,240	165,240
State		
Fire Program Funds	4,000	4,000
Total State	4,000	4,000
Total Grants	169,240	169,240
Tax and Permits Revenue		
Utility Consumption Tax		1,116
Motor Vehicle Tags	3,900	4,713
Sales Tax	15,132	15,000
Cigarette Tax	1,000	1,800
BPOL tax	16,108	15,000
ABC Profits	840	840
Use Permits	4,500	1,650
ARB Permits	2,160	120
PC-Subdivision		1,500
Railroad Tax	1,668	1,504
Total Tax and Permits Revenue	45,308	43,243
Community Hall Revenues		
Community Hall Donations	4,600	4,600
Community Hall Rentals	10,500	12,420
Total Community Hall Revenues	15,100	17,020
Book Sales Income	0	
Car Show Income	125	125
Haunted Trail Event	6,000	6,000
Clifton Day Revenues	1,000	1,000
Homes Tour	2,200	2,200
Farmers' Market Income	1,360	600
Park Rental	400	400
Interest Income	645	645
S.R. - Litter Control Grant	750	1,100
Other Income	0	
Total Income	242,128	241,573
Expense		
Payroll Expenses		
Gross Wages		
Town Clerk (Administrative)	0	
Town Clerk (Recording)	3,500	3,750
Town Treasurer	3,500	3,750
Total Gross Wages	7,000	7,500
Payroll Taxes		
FICA	868	930
Medicare	203	218

Town of Clifton
Proposed Profit & Loss Budget Overview
July 2001 through June 2003

	Jul '01 - Jun 02	Jul '02 - Jun 03
Total Payroll Taxes	1,071	1,148
Total Payroll Expenses	8,071	8,648
Contractual		
Insurance	2,300	3,440
Town Government		
Architectural Review Board	500	500
Planning Commission	1,000	1,500
Total Town Government	1,500	2,000
Professional Fees		
Accounting	2,500	2,500
Legal Fees	3,500	5,500
Special Counsel	11,500	11,500
Total Professional Fees	17,500	19,500
Rent		
Railroad Siding Rental	800	800
Ayre Square Rental	500	500
Total Rent	1,300	1,300
Town Maintenance		
Beautification Comm.	2,500	2,500
Grounds Maintenance	3,500	3,500
Town Hall Maintenance	10,000	10,000
Total Town Maintenance	16,000	16,000
Town Services		
Fire Program	4,000	4,000
Elections	600	
Grass Mowing	3,500	3,500
Trash Collection	1,400	1,692
Total Town Services	9,500	9,192
Utilities		
Gas and Electric	3,800	2,500
Water	250	300
Total Utilities	4,050	2,800
Legal Advertising	1,000	1,000
Printing and Reproduction	600	600
Dues and Subscriptions		
Va. Municipal League	267	310
Dues and Subscriptions - Other	210	210
Total Dues and Subscriptions	477	520
Mayoral Reimbursement	1,000	1,800
Caboose Expenses		
Caboose Electric	100	300
Caboose - Trentane Gas	300	300
Caboose Maintenance	2,500	2,500
Total Caboose Expenses	2,900	3,100
Community Hall Expenses		
C.H.-Equipment	2,000	2,000
C.H.-General Maintenance	2,900	2,900
C.H.-Cleaning	1,800	1,800
C.H. Floors	2,400	2,400
C.H. - Electric	7,000	9,626
C.H.-Management Fee	3,274	3,400
Total Community Hall Expenses	19,374	22,125
Clifton Day Expenses		950
Homes Tour/Bazaar Exp	600	600
Miscellaneous	5,000	5,000

03/04/03

Town of Clifton
Proposed Profit & Loss Budget Overview
July 2001 through June 2003

	Jul '01 - Jun 02	Jul '02 - Jun 03
Total Contractual	83,100	89,927
Car Show Expense	125	125
Farmers' Market Expense	272	250
Haunted Trail Expenses	2,000	2,000
Clifton Book Publication	0	
Commodities		
Copies	300	300
Postage and Delivery	257	432
Computer Supplies	700	1,200
Office Supplies	900	900
License Plates	1,028	550
Miscellaneous	600	1,000
Total Commodities	3,785	4,382
CIF Expenses		
CIF-Playground Impr.	1,000	1,000
CIF-Miscellaneous	1,000	1,000
Total CIF Expenses	2,000	2,000
Special Revenue Expenses		
S.R. - Litter Control	750	1,100
Total Special Revenue Expenses	750	1,100
Fed Fund-Transportation Proj		
F.F. - Transp. Project-Land	120,000	120,000
F.F.- Transp. Project-Trails	40,716	40,716
F. F.-Transp - Inkind Srvs	4,524	4,524
Fed Fund-Transportation Proj - Other	0	
Total Fed Fund-Transportation Proj	165,240	165,240
Total Expense	265,344	273,671
Net Ordinary Income	(23,216)	(32,098)
Net Income	<u>(23,216)</u>	<u>(32,098)</u>

03/04/03

Town of Clifton
Cash Balance Report
As of March 4, 2003

	<u>Mar 4, 03</u>
ASSETS	
Current Assets	
Checking/Savings	
Checking	51.15
Investments	
Clifton Heights Escrow	5,680.60
Investments - Other	62,757.65
Total Investments	<u>68,438.25</u>
Total Checking/Savings	<u>68,489.40</u>
Total Current Assets	<u>68,489.40</u>
TOTAL ASSETS	<u>68,489.40</u>
LIABILITIES & EQUITY	0.00

Resolution Concerning HUD Homes Program

The Mayor and Council of the Town of Clifton, Virginia hereby resolve as follows:

1. The Town of Clifton, Virginia by resolutions adopted on November 18 and December 3, 2002 authorized a program under which the Town will purchase homes from the U.S. Department of Housing and Urban Development, cause such homes to be repaired so as to be decent, safe and sanitary, and sell such homes to "Qualifying Buyers," as defined in the Contract for Services, dated November 19, 2002 (the "Contract"), on terms permitted under the Contract, to provide owner-occupied housing for low and moderate income persons exclusively in the Commonwealth of Virginia.
2. The Town hereby authorizes the following persons to execute all documents necessary or desirable to sell and convey the properties, including but not limited to a deed, a title company closing affidavit, a HUD-1 settlement statement and acknowledgement of termite inspection report:

James Chesley
Brant Baber
John Eubank
Timothy Lewis
Taya Abbott
Keith Abbott
Dixie Voight

3. This resolution shall take effect immediately.

Strike from list

Mac:

Does this give such a person too much authority? - He's a bit uneasy about Dixie Voight.

Motion to approve re worded as revised effective March 4, 2003. Unanimous

Notarized affidavit?

**Minutes
Clifton Town Council Meeting
Tuesday, April 1, 2003
Clifton Town Meeting Hall**

Present: Mayor Jim Chesley, Mac Arnold, Margo Buckley, Laura Harrington, Bill Hollaway, Wayne Nickum, Town Attorney Rod Williams; residents and guests of the town

The Pledge of Allegiance was said by all.

Public Hearing: HUD update

1. According to Brant Baber, the town has made offers on a total of 11 properties.
2. No comments from the public.
3. Motion made to close hearing. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

Town Council Meeting:

1. Motion made to approve minutes of Town Council meeting of March 4, 2003. Ayes: Arnold, Buckley, Harrington, Nickum. Abstain: Chesley, Hollaway. Motion passes.
2. Treasurer's report: Marilyn Barton.
 - a. Motion made to approve report. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.
 - b. FY2004 will be reviewed at May public hearing, scheduled for May 6, 2003, at 7 P.M. Adoption of budget is scheduled for June meeting.
 - c. Motion made by Wayne Nickum to include budget increases as stated on proposed FY2004.
3. Police report: police enforcement stats for town of Clifton
 - a. A total of 428 summons written, and 617 warnings given
 - b. General reduction in accidents noted: 20% reduction
 - c. As of May 1, 2003, Clifton will be part of Sully district station.
4. Community Hall rental/regulations/policies/fees: Mac Arnold is still working on form that will also be used for the rental of other town facilities such as Ayre Square and Gazebo Park. Motion to table until May Town Council meeting. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.
5. Before speed tables are installed in the town, residents will be notified in advance. Plans for one speed table place it before the Booth driveway with an advance warning sign installed on Kincheloe.
6. Mayor Chesley read a letter of resignation from Town Attorney Rod Williams, effective June, 2003.
7. HUD issues:
 - a. Discussion of resolution approving encumbrance and sale of HUD properties. Motion made by Mac Arnold to authorize approval of sale of HUD properties. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.
 - b. A special Town Council meeting/public hearing will be held on April 21, 2003, at 7 P.M. in the Gazebo Park.
 - c. To date, four HUD homes have been sold, and a check issued to the town of Clifton for the sum of \$52, 997.

8. ARB: Laura Harrington

- a. Apollo: no new sign plan submitted
- b. Lisa Clayburn house: Royce will design new house
- c. Booth home: window wells approved
- d. Pline fence: new design requested
- e. Brill house: request for historic marker

9. Planning Commission

- a. Ferrell use permit. Motion made to approve. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.
- b. Discussion of enforcement of ARB and Planning Commission approvals and ways citizens can file complaints and request an investigation. There is presently no written procedure for this process, and it was suggested that we create a special report form for filing a complaint. A certified letter can then be sent to homeowner with information that such a complaint has been received. It was suggested that a special compliance committee be formed to address this issue., to be comprised of one Town Council member, one ARB member, one Planning Commission member, and one BZA member. Motion made to authorize the setting up of such a committee, to be tentatively made up of Laura Harrington, Michelle Stein, Royce Jarrendt, and Steve Effros. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

10. Vintage motorcycle event, scheduled for April 27, 2003: request received from Rae Tyson to use parking lot in front of Community Hall from 7 A.M. to 1 P.M. Motion made to approve. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

11. Town mowing: we will using same firm as in the past, beginning on April, 15 to October 15, 2003, at \$150 per mow. Eight acre park should be mowed every other time.

12. Motion made to approve Labor Day car show and the displaying of the banner. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

13. Municipal Golf Tournament: scheduled for April 27, 2003, Herndon Centennial Club.

14. State mandate: new solid waste regulations will soon be put into effect.

15. Reminder: all dogs in town need licenses, all cats need to be vaccinated.

16. Emergency response guidelines were discussed and what we need to develop for the town. It was suggested we hold a public meeting and have a guest speaker who can guide and direct us in these matters.

17. Motion made to include NOVEC franchise agreement and bids on public hearing agenda at May meeting. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

18. Motion made to adjourn. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

CLIFTON TOWN COUNCIL MEETING AGENDA
TUESDAY, April 1, 2003, 7:30 P.M.
CLIFTON TOWN MEETING HALL
12641 CHAPEL ROAD
CLIFTON, VA 20124

PUBLIC HEARING

1. NOVEC franchise
2. HUD properties update
3. Resolution approving encumbrance and sale of HUD properties

TOWN COUNCIL MEETING

Order of business

1. Reading of minutes of last regular meeting and any subsequent special meetings
2. Report of the Treasurer
 - 2004 budget
3. Reading of communications
 - Resignation received from Town Attorney Rod Williams
4. Citizens' remarks
 - A. Suggestions or complaints of citizens and taxpayers, and other persons authorized by the Mayor to address the Council
 - B. Each person wishing to address the Council shall, when recognized by the Mayor:
 - i. Give his or her name and address
 - ii. Direct his or her remarks to the Council and not to other citizens present
 - iii. Be limited to one period of not over five (5) minutes, unless granted additional time by unanimous consent of the Council
 - C. Priority shall be given to persons who have signified to the Clerk their desire to address the Council.
 - D. The Mayor shall enforce this Subsection.
5. Unfinished business
 - Police enforcement stats
 - Speed tables on Main Street
 - Community Hall rental regulations/policies/fees
6. Reports of special committees
7. Reports of standing committees, in the order as may be determined by the Mayor
 - Architectural Review Board (ARB)
 - Planning Commission
 - Board of Zoning Appeals (BZA)
8. New business
 - Use of community hall parking lot for vintage motorcycle event, organized by Rae Tyson: 4/27/03, 7 A.M. - 1 P.M.
 - Mowing contract
 - Parking banner for Labor Day car show, 9/1/03; parking on Main Street and in front of caboose
 - Herndon Golf Tournament: 4/27/03
 - State mandate: solid waste plan by 2004
9. Old business
 - Gilliam contract approval
 - CBay ordinance mandate
 - Clifton dogs need to be licensed, cats vaccinated
10. Adjournment

If anyone attending the Town Council meeting needs a sign language interpreter, or any other type of special accommodation or auxiliary aid, please call Jim Chesley at 703-830-2129. 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.

**Minutes
Special Clifton Town Council Meeting
Monday, April 21, 2003
Clifton Gazebo Park**

Present: Mayor Jim Chesley, Mac Arnold, Bill Hollaway, Wayne Nickum

- 1. Motion made to approve purchase and sale of current HUD properties. Passed unanimously: Chesley, Arnold, Hollaway, Nickum.**
- 2. Motion made to adjourn. Passed unanimously: Chesley, Arnold, Hollaway, Nickum.**

Flag-bearing incident - destroy -

reduction in accidents -

New station - Westgate + Westville

Addressed by the...
will be distributed...
but you will have...
right side

At line on reporting...
* feigal safety
* feigal police

Station in this district
will be - Ciptin...
part of this district

Station
↑
↓
Sully

20% reduction in accidents (30 years ago)

Totals: 428 summons
to date: 617 summons - goes into county data base

Frostline + Guide

Police enforcement starts first 9 months July, 2002-present

VA. program for other treatment from

7 P.M. 7 May 72. Mtg.

Wagner: Motion to include budget increase as indicator
you go - 2004

That side of...
Lattin's...
Cantor

Notes

4/2/03
Pg 2

Fig 3

Community Hall - Mac the not the other
to be done from to be
properties -> not T.C. mtg.

Comm. Hall, Agre 5g, gazebo park
Motion to take to not mtg

Speech table - before front driveway -
advance warning
notice to given to residents

before they are installed
Margo of her speech article
[3" rise] franklin Ave?

Resignation: [Pat Williams]
John Mac - not of the fiscal year

Mac

Resolution approving re-embroider
part of this property

Mac: Motion to authorize approval of
challenge is
a property
meeting
Mac: Motion to authorize approval of
part of this property

Public hearing next to be submitted
you April 31st Children's Playground -
gazebo park

4 homes have been sold

\$52,999

→ 2 months !!!

→ check to town of Clifton

9) ARB

- Apollo Sign: no sign
- Lisa Clayburn house? } Royce
Will design new
- Booth - windows will be approved
- ISA request
- Pine - fence - need to be re-designed
- Brill - historic marker sign

10) Planning Comm. report:

a) Use permit M. Ferrell, lawyer
law office -

replacing Architectural

Images -

Motion to approval -
unanimous -

already in
town code -
file - ^{we ~~lose~~} ^{can}
misdemeanor -
prosecuted -
\$100.00
day

Section
924g
925 of
ordinance

b) Enforcement of ARB & Planning
Comm. approvals -

file complaint investigation -

Should we hire someone to review compliance?

(Pg 5)

Designate a zoning agent for T.C.

Mac: written
No procedure to get the T.C. to do anything -
maybe we need a special report
form (zoning related problems)

I WANT TO STAY PUT!

Complaint filed via form

Inspection
↓
Investigation
↓

T.C. looks at property -
talks to homeowner

↓
Certified letter sent to
homeowner

Committee?

- 1 T.C. Member?
- ~~1~~ 1 ARB
- 1 PLM
- 1 BZA

Laura
M. Stein
Royce
Sten Effros

tentative
Committee

Use-
permits

authorize the
Motion to set up of this
Committee } unanimous

- 11 Roe went
- 12 Mowing same firm, 4/15-10/15 } same parks? } discussed w/ firm -
same price } unanimous } be specific
\$150 each time mowing is done } every other time?
- 13 Labor Day car show } unanimous -
parking/banner } okay

(186)

(14) Golf Tournament -
Chipta → new Herndon Golf
Tournament; we weren't invited
last year - April 27 -
Municipal Tournament

8:30

Herndon
Centennial
Club

(15) State - solid
mandate - new regulations
waste: to go w/ new regulations

perennial
streams -
emergency
preparations

(16) Gilliam contract

3/7/03: Dept. of Human
Resources report: no
adverse affect

+ Hon
+ Historic

(17) City Ordinance - perennial streams

(18) Dogs - license
Cats - vaccinated!!

(19) Emergency
Guidelines

We need
a speaker -
public meeting -
trains de-railed?
what do we do?
another grim
possibility -

(Metro Section) of paper
Emergency Response
Team - how to
respond
as a
community

(20)

NOVEC > next
public hearing - May

unanimous

Approval: 40 year
Franchise agreement

public mts
~~to~~ for - open
for bid

open
bid?

Speed
Bill boards -

still waiting

Hearing next month:

- ① Open Bid
- ② Budget
- ③ Ordinance
new district

Review w/ Jimmy word
first before I word
it on agenda

Adjourn!!
okay!

Public Hearing

Board: 11 properties - we've offered to buy

Motion to Close - unanimous

T.C. mtg

① Minutes from March - 2003
Motion to approve -

Bill / Jimmy: abstain

② Treasurer's report } Motion to approve - unanimous

Ending of 3rd Quarter
Net/profit: \$29,000
excess income

↓ Public hearing: May T.C. - 7 P.M.

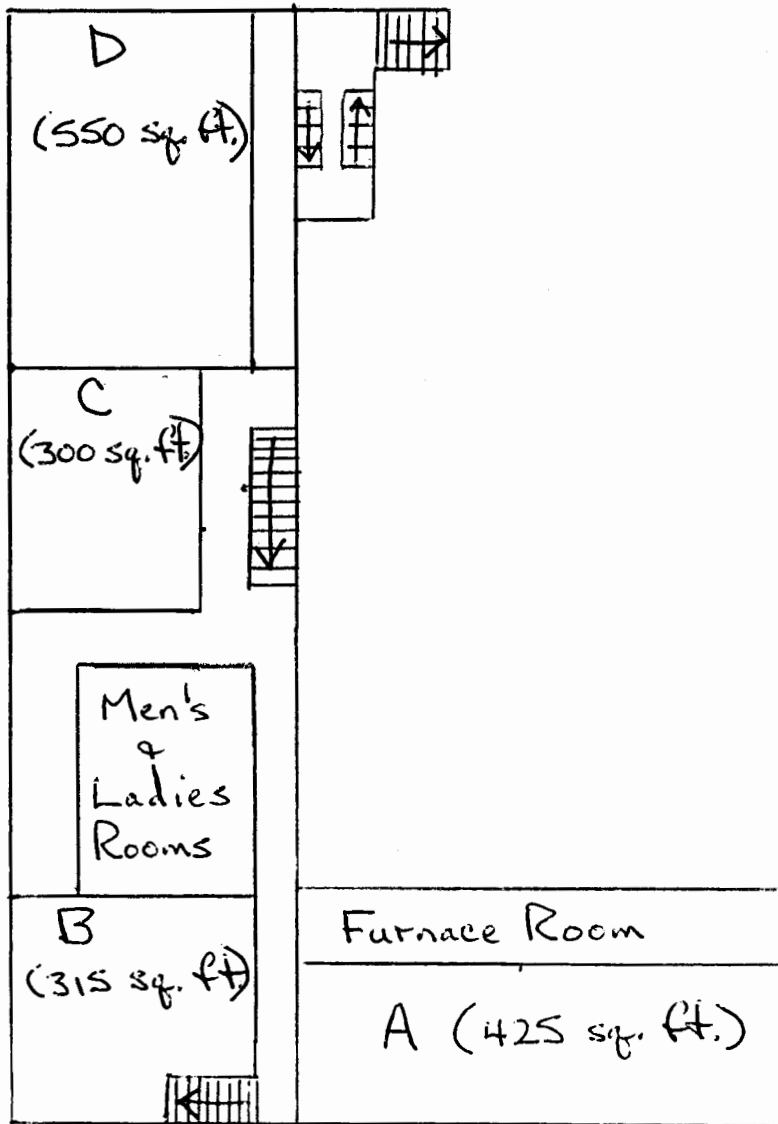
Adopt: June mtg

F42004

BUCKLEY STORE SECOND FLOOR LAYOUT

$\frac{1}{16}'' = 1'$

Railway Side



Main Street Side

Title 49.

Oaths, Affirmations and Bonds.

- Chap. 1. Oaths and Affirmations, §§ 49-1 through 49-11.
- 2. Bonds Taken by Courts and Officers, §§ 49-12 through 49-21.
- 3. Relief of Sureties, §§ 49-22 through 49-29.

CHAPTER 1.

OATHS AND AFFIRMATIONS.

<p>Sec. 49-1. Form of general oath required of officers. 49-2. Form of oath for out-of-state commissioners. 49-3. Who may administer oaths to officers. 49-4. Magistrates and other officers who may administer oaths and take affidavits. 49-5. Officer of another state or country may take affidavit; authentication.</p>	<p>Sec. 49-6. Oath or affidavit required of purchaser of fuel, etc. 49-7. Affidavits for corporations, partnerships, and other entities. 49-8. Where fact of oaths having been taken is recorded. 49-9. When affirmation may be made. 49-10. Use of Bible in administration of oaths. 49-11. Failure to take oath.</p>
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§ 49-1. Form of general oath required of officers. — Every person before entering upon the discharge of any function as an officer of this Commonwealth shall take and subscribe the following oath: "I do solemnly swear (or affirm) that I will support the Constitution of the United States, and the Constitution of the Commonwealth of Virginia, and that I will faithfully and impartially discharge all the duties incumbent upon me as according to the best of my ability, (so help me God)."

Any person reappointed to any office filled by gubernatorial appointment for a subsequent term to begin immediately upon expiration of an existing term shall not be required to renew the oath set out in this section; however, the original oath taken shall continue in effect with respect to the subsequent term. (Const., § 34; Code 1919, § 269; 1936, p. 49; 1971, Ex. Sess., c. 16; 1980, c. 320; 1988, c. 255.)

Cross references. — For constitutional provision as to oath, see Va. Const., Art. II, § 7. As to taking of oath under this section by local probation officers under the Comprehensive Community Corrections Act for Local-Responsible Offenders, see § 9.1-177. As to applicabil-

ity to federal civilian officials and military personnel appointed to the Virginia Military Advisory Council, see § 2.2-2666.1.

Michie's Jurisprudence. — For related discussion, see Oath, § 2; Public Officers, § 6.

§ 49-2. Form of oath for out-of-state commissioners. — Where a person residing in another state is appointed a commissioner by the Governor, he shall only be required to take and subscribe the following oath or affirmation:

"I,, swear (or affirm) that I will faithfully perform the duties of commissioner to the best of my ability. So help me God." (Code 1919, § 272.)

§ 49-3. Who may administer oaths to officers. — The oaths to be taken by a person elected a member of either house of the General Assembly shall be administered by the clerk or presiding officer of the houses, respectively, or a notary. Those to be taken by any judge of any court of record elected by the

General Assembly shall be administered by any officer authorized by law, or by any person elected or appointed by the General Assembly shall be administered in accordance with the rules of such house. The oath to any other office or post shall be administered as directed by law, be administered by a Commissioner or clerk of the Secretary of the Commonwealth in another state may administer or other person residing in this state. c. 228; 1986, c. 255; 1988, c. 255.

Editor's note. — Acts 1992, Sp. Sess. 1, c. 1, § 2, which amended this section, provide: "That any oath taken before a clerk prior to the effective date of this

§ 49-4. Magistrates and take affidavits. — Any person who is a magistrate, a notary, a commissioner of the Governor, a judge or clerk of the clerk or deputy clerk of the governing bodies of local government in a cause therein pending, or before the surveyor directed to by Act 1932, p. 339; 1968, c. 639; 1971, c. 16.

Michie's Jurisprudence. — For related discussion, see Affidavits, § 3; Notary Public, §§ 3, 4.

When notary authorized to take affidavit. — This section, when read in conjunction with section 2.2-2666.1, only authorizes the notary to take an affidavit when it is required by the law. There does not appear to be any statutory authority for an affidavit taken before a justice. There does not appear to be any loss under a policy of automobile insurance when a justice or notary is taken either before a justice or notary. Commonwealth v. Simon, 11 Va. L. 349 (1925).

The authority of the notary to administer an oath is purely statutory. In the absence of statute, the authority is purely common law.

§ 49-5. Officer of another state or country authentication. — An affidavit or country authorized by its laws shall be duly authenticated if it be accompanied by a certificate of the clerk or notary of the state or country, under an official seal, or by the first mentioned officer and notary when such affidavit is made in another state or country the same shall be deemed to be duly authenticated.

General Assembly shall be administered in a court of record, or by any judge, or by any officer authorized by law to administer an oath. Those to be taken by any person elected or appointed an officer of either house of the General Assembly shall be administered by the person and in the manner prescribed by the rules of such house. The oaths to be taken by a person elected or appointed to any other office or post shall, except in cases in which it may be otherwise directed by law, be administered by the clerk of a court of record, by any judge, by a Commissioner or clerk of the State Corporation Commission or by the Secretary of the Commonwealth. A magistrate or person holding a comparable position in another state may administer the oaths to be taken by a commissioner or other person residing therein. (Code 1919, § 273; 1968, c. 639; 1983, c. 228; 1986, c. 255; 1988, c. 255; 1992, c. 390; 1992, Sp. Sess., cc. 1, 2.)

Editor's note. — Acts 1992, Sp. Sess., cc. 1 and 2, which amended this section, in cl. 2 provide: "That any oath taken before a judge or clerk prior to the effective date of this act [May

11, 1992] and otherwise conforming with this act is valid, and any official acts of the person taking such an oath are also valid."

§ 49-4. Magistrates and other officers who may administer oaths and take affidavits. — Any oath or affidavit required by law, which is not of such nature that it must be made in court, may be administered by a magistrate, a notary, a commissioner in chancery, a commissioner appointed by the Governor, a judge or clerk or deputy clerk of a court, a commissioner or clerk or deputy clerk of the State Corporation Commission, or clerks of governing bodies of local governments. In case of a survey directed by a court in a cause therein pending, an oath or affidavit may be administered by or before the surveyor directed to execute the order of survey. (Code 1919, § 274; 1932, p. 339; 1968, c. 639; 1970, c. 783; 1986, c. 255.)

Michie's Jurisprudence. — For related discussion, see Affidavits, § 3; Notary Public, §§ 3, 4.

CASE NOTES

When notary authorized to take affidavit. — This section, when reasonably construed, only authorizes the notary to take an affidavit when it is required by the law to be taken before a justice. There does not appear to be any statutory authority for an affidavit of loss under a policy of automobile insurance to be taken either before a justice or a notary. *Commonwealth v. Simon*, 11 Va. L. Reg. (n.s.) 349 (1925).

The authority of the notary to administer an oath is purely statutory. In the absence of a

statute the notary has no authority to take an affidavit. *Commonwealth v. Simon*, 11 Va. L. Reg. (n.s.) 349 (1925).

The authority of the clerk of court to administer an oath or take an affidavit is limited to an oath or affidavit required by law which is not of such nature that it must be made in court. *Mendez v. Commonwealth*, 220 Va. 97, 255 S.E.2d 533 (1979).

Applied in Fidelity Ins., Trust & Safe-Deposit Co. v. Roanoke Iron Co., 81 F. 439 (W.D. Va. 1896).

§ 49-5. Officer of another state or country may take affidavit; authentication. — An affidavit may also be made before any officer of any state or country authorized by its laws to administer an oath, and shall be deemed duly authenticated if it be subscribed by such officer and there be annexed to it a certificate of the clerk or any other officer of a court of record of such state or country, under an official seal, verifying the genuineness of the signature of the first mentioned officer and his authority to administer an oath, except that when such affidavit is made before a notary public of such other state or country the same shall be deemed and taken to be duly authenticated if it be

U

Jimmy
needs
~~to sign~~ - I
wrote them to
and Dave
Smith

Resolution by the Town Council, Town of Clifton, Virginia

**REGARDING THE FUTURE DEVELOPMENT AND OPERATION OF THE
HEMLOCK OVERLOOK REGIONAL PARK, COMMUNITY OF CLIFTON, VA**

*Resolution by the Town Council of the Town of Clifton expressing concern
over the future development and operation of the Hemlock Overlook
Regional Park that lies within the Clifton Community and within 2 road
miles of the Town of Clifton.*

WHEREAS, The Northern Virginia Regional Park Authority (hereafter NVRPA) owns and manages the Hemlock Overlook Regional Park (hereafter Hemlock), consisting of 225 acres at the end of Yates Ford Road and bordered by Yates Ford Road, the Bull Run, the CXS Railroad, and Noble Estates.

WHEREAS, George Mason University (hereafter GMU), under contract to NVRPA, operates the park as a Center for Outdoor Education, focused on experiential education in an outdoor setting primarily for school children of the Northern Virginia area, established soon after NVRPA acquired the land in the 1960s.

WHEREAS, NVRPA announced plans in February 2001 to develop Hemlock to include a building of indeterminate size and use (perhaps 4000 square feet), plus parking for about 50 cars and half a dozen buses. \$300,000 in capital funds was committed by NVRP.

WHEREAS, at this time, annually approximately 30,000 children and adults use Hemlock in structured outdoor learning experiences, with an additional unknown number of persons visiting the park for non-scheduled activities.

WHEREAS, large tour buses have been used extensively to transport participants to the Park along the country roads in the area—Clifton, Kincheloe, and Yates Ford Roads—as well as transiting through the Town of Clifton.

WHEREAS, a volunteer group named Hotforce, was formed from residents in the immediate Hemlock community plus representatives from the Town Council of Clifton for the purpose of coordinating and working with the NVRPA and to bring local resident concerns to the planning actions of NVRPA.

WHEREAS, there are considerable community concerns over any planned development of Hemlock, to include, but not limited to such issues as:

1. Safety on the narrow curving neighborhood roads, including the Town of Clifton, and the volume of traffic generated by Hemlock programs.

2. Adverse impacts on the environment by the Hemlock programs, including pollution from cars and busses, noise, adverse impacts on neighboring residents, creation of erosion, run-off, stream bed degradation, etc.
3. Direction and scope of current and planned GMU programs at Hemlock, such as whether the University is planning on growing the current outdoor education programs for school children, whether it is using Hemlock for programs other than outdoor education experiences, such as corporate education, and whether they intend to grow those programs.
4. Whether GMU is purposely promoting programs for corporate and out-of-area users at higher charges, as a way to generate income.
5. The over utilization of environmentally sensitive areas of the park while at the same time not maintaining a buffer between Park activities and nearby residences.
6. The size, planned use, and location of a proposed new building at Hemlock. Any such building must be responsive to the long-term plans, community interests, and overall environment of the area.

NOW THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF CLIFTON THAT:

1. The NVRPA continue to coordinate future plans for Hemlock with the Hotforce community group and the Town of Clifton.
2. That the NVRPA outline in the Management and Operation Plans explicit, clear, and focused details of the exact programs planned at Hemlock and the proposed land use of the park. This should include the identification of the limits of capacity and the limits of future growth.
3. That Hemlock not be used as an extension of programs by GMU that are outside the nature programs and outdoor education programs at Hemlock and which are unique in the Northern Virginia area.
4. That tour buses be prohibited on Hemlock community roads, including those in the Town of Clifton, for transporting park users to and from Hemlock.
5. That traffic surveys be accomplished periodically—not fewer than once each year—to determine the traffic impact on neighborhood roads and within the Town of Clifton by Park users, and that the capacity of these roads not be exceeded.
6. That Hotforce, the community, and the Town of Clifton continue to participate with NVRPA in the planning and approval process for any increase

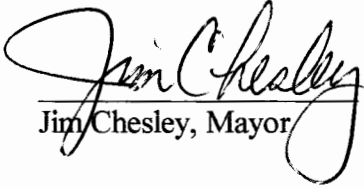
in the programs, development, or utilization of Hemlock, including any new buildings, enlargements of existing buildings, or other structures on Hemlock.

7. That, because of the historical significance of the Hemlock real estate, especially during the Civil War, a comprehensive study of the history of the land of Hemlock be accomplished.


The undersigned dully qualified and elected Mayor of the Town of Clifton, Clifton, Virginia, certifies that the foregoing is a true and correct statement of concerns by the Town of Clifton over the future development and operation of the Hemlock Overlook Regional Park.

DATED THIS 4th day of March 2003.

TOWN OF CLIFTON


Jim Chesley, Mayor

ATTEST:


Pam Wallace, Town Clerk

Clerk Copy

CLIFTON TOWN COUNCIL MEETING AGENDA
TUESDAY, April 1, 2003, 7:30 P.M.
CLIFTON TOWN MEETING HALL
12641 CHAPEL ROAD
CLIFTON, VA 20124

PUBLIC HEARING

- ~~1. NOVEC franchise~~
- 2. HUD properties update *Brant Baber*
- ~~3. Resolution approving encumbrance and sale of HUD properties~~

TOWN COUNCIL MEETING

Order of business

- 1. Reading of minutes of last regular meeting and any subsequent special meetings
- 2. Report of the Treasurer
 - 2004 budget
- 3. Reading of communications
 - Resignation received from Town Attorney Rod Williams
- 4. Citizens' remarks
 - A. Suggestions or complaints of citizens and taxpayers, and other persons authorized by the Mayor to address the Council
 - B. Each person wishing to address the Council shall, when recognized by the Mayor:
 - i. Give his or her name and address
 - ii. Direct his or her remarks to the Council and not to other citizens present
 - iii. Be limited to one period of not over five (5) minutes, unless granted additional time by unanimous consent of the Council
 - C. Priority shall be given to persons who have signified to the Clerk their desire to address the Council.
 - D. The Mayor shall enforce this Subsection.
- 5. Unfinished business
 - a. ~~Police enforcement stats~~ *Captain*
 - b. ~~Speed tables on Main Street~~
 - c. ~~Community Hall rental regulations/policies/fees~~ *next month*
- 6. Reports of special committees
- 7. Reports of standing committees, in the order as may be determined by the Mayor
 - a. ~~Architectural Review Board (ARB)~~
 - b. ~~Planning Commission~~ *Taya Abbott, new chairman*
 - c. ~~Board of Zoning Appeals (BZA)~~
- 8. New business
 - a. ~~Use of community hall parking lot for vintage motorcycle event, organized by Rae Tyson: 4/27/03, 7 A.M. - 1 P.M.~~
 - b. ~~Mowing contract~~
 - c. ~~Parking banner for Labor Day car show, 9/1/03; parking on Main Street and in front of caboose~~
 - d. ~~Herndon Golf Tournament: 4/27/03~~
 - e. ~~State mandate: solid waste plan by 2004~~
- 9. Old business
 - a. ~~Gilliam contract approval~~
 - b. ~~CBay ordinance mandate~~
 - c. ~~Clifton dogs need to be licensed, cats vaccinated~~
- 10. Adjournment

I need additional license plates
Patty Moore fund?
plaque to be placed in gazebo
new playground

where is this July 5th night?

If anyone attending the Town Council meeting needs a sign language interpreter, or any other type of special accommodation or auxiliary aid, please call Jim Chesley at 703-830-2129. 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.

TOWN OF CLIFTON, VIRGINIA

**NOTICE OF PROPOSED ORDINANCE GRANTING A FRANCHISE
FOR THE PROVISION OF ELECTRIC SERVICE**

The Town Council of the Town of Clifton, Virginia hereby proposes to enact an ordinance granting a franchise for the provision of electric service to the Town of Clifton for a period of forty (40) years, commencing May 6, 2003. A copy of the full text of the proposed ordinance is on file in the Office of the Clerk of the Town of Clifton.

INVITATION TO BID

Any persons interested in being awarded said franchise are hereby invited to submit a bid in writing and delivered to Pam Wallace, Town Clerk, by 5:00 p.m. on Friday, May 2, 2003.

PUBLIC SESSION AND HEARING

All bids received shall be opened in a public session of the Town Council, on May 6, 2003, at 7:30 p.m., or as soon thereafter possible, and marked for identification by the Town Clerk. The Town of Clifton shall have the right to reject any and all bids it may receive. If no bid, or no satisfactory bid, is made, the Town Council may advertise for further bids, and in case no bid at all is made, the Town Council, if it sees fit to do so, may adopt an ordinance in the manner required by law granting such franchises, rights, leases or privileges to any person making application therefor.

At said public session, the Mayor shall read aloud, or cause to be read aloud, a brief summary of each of the bids that have been received, for public information, and shall then inquire if any further bids are offered. If further bids are offered, they shall be received. The Mayor shall thereafter declare the bidding closed. After such investigation as the Town Council sees fit to make, the Town Council shall accept the highest bid from a responsible bidder and shall adopt the ordinance as advertised, without substantial variation, except to insert the name of the accepted bidder. However, the Town Council, by a recorded vote of a majority of the members elected to the Town Council, may reject a higher bid and accept a lower bid from a responsible bidder and award the franchise, right, lease or privilege to the lower bidder, if, in its opinion, some reason affecting the interest of the Town makes it advisable to do so, which reason shall be expressed in the body of the subsequent ordinance granting the franchise, right, lease or privilege. The person to whom a franchise, right, lease or privilege is awarded, whether by competing bids or otherwise, shall first execute a bond, with good and sufficient security, in favor of the Town. The bond shall be in such sum as the Town shall determine, conditioned upon the construction, operation and maintenance of the plant or plants provided for in the granted franchise, right, lease or privilege.

Concurrent with said public session, the Town Council will conduct a public hearing on the adoption of the proposed ordinance awarding the franchise to such person as it deems fit according to law.

Pam Wallace
Clerk of the Town of Clifton

PROPOSED ORDINANCE

_____ is awarded a franchise for the provision of electric service to the Town for a period of forty (40) years, commencing May 6, 2003. The terms and conditions of the franchise shall be according to a form approved by the Council after compliance with the provisions of Sections 15.2-2100 et seq. of the Code of Virginia (1950, as amended).

TOWN OF CLIFTON, VIRGINIA

FRANCHISE AGREEMENT

TERMS AND CONDITIONS FOR USE OF TOWN'S RIGHTS OF WAY TO PROVIDE ELECTRIC DISTRIBUTION SERVICES

This Agreement (the "Agreement") is dated this ___ day of _____, 2003 by and between the TOWN OF CLIFTON, a Virginia municipal corporation (the "Town") and NORTHERN VIRGINIA ELECTRIC COOPERATIVE, a Virginia corporation ("Franchisee"), having its principal place of business at 10323 Lomond Drive, Manassas, Virginia.

Section 1. Town awards to Franchisee, its successors and assigns, for the term of forty years after the Effective Date (as defined in Section 9), and subject to the conditions and limitations described herein, a non-exclusive franchise to use the streets, alleys, rights-of-way, and public places of the Town. The purpose of this grant is to allow Franchisee's construction and maintenance of an electric distribution system of underground and overhead facilities for which permits may be issued by the Town ("Facilities") for the purpose of placing there the Franchisee's wires, cables and appurtenances thereto for providing electric and telecommunications services. It is the intent of both Town and Franchisee that Franchisee shall use the space on poles, both wooden and metal, as required to provide service to its customers. Franchisee's duties and obligations to Town also include, but are not limited to, the scope of improvements described on Attachment "A" to this Agreement.

Section 2. Prior to construction in and under the streets, alleys, rights-of-way, and public places of the Town, Franchisee must obtain (if it can) approval from the Town of Franchisee's plans, showing the location of the proposed Facilities. Any approval will be in the form of an excavation permit. If such Facilities are already in existence, Franchisee is authorized to use those Facilities.

Section 3. Franchisee agrees to relocate at its own expense, unless otherwise provided by general law of this Commonwealth and by the ordinance of the Town, within one hundred twenty days of written notification from the Town, all Facilities which, in the reasonable discretion of the Town using recognized engineering standards, interfere, disturb or conflict with the operation, relocation, improvement, repair, construction or maintenance of present or future streets, alleys, rights-of-way, public grounds, storm drainage systems, sewer systems, water mains or other public facilities.

Franchisee shall relocate the Facilities using like construction, or better, if technological advances warrant such, to such places designated by the Town. The Town shall use reasonable good faith efforts to designate locations for any relocated Facilities that will permit Franchisee to continue efficiently to serve its existing and future customers. Any Town permits needed as a result of a relocation request by the Town, shall be of no cost to Franchisee.

Section 4. If Franchisee shall, in the construction, operation, replacement, maintenance, removal or repair of its Facilities, damage any pavement, street, alley, sidewalk,

sewer, water or other pipe or other public property belonging to the Town, Franchisee shall promptly repair the same at its own cost and expense. If Franchisee shall default in this obligation, the Town may cure such default and shall charge the work to the Franchisee in accordance with the Town's then current standard rates for such work. However, prior to performing any such work, the Town will give Franchisee written notice of the default and a period of thirty days after receipt of such notice within which to cure the default. The Town shall extend the thirty-day period for a reasonable time if such default cannot reasonably be cured within such period and Franchisee has commenced and is diligently pursuing such cure. If Franchisee does not so cure the default; the Town will provide Franchisee with a written notice advising of the expiration of the cure period and stating the date (which date shall be no less than three business days after Franchisee's receipt of such notices) on which the Town intends to commence the work on Franchisee's behalf.

Notwithstanding the foregoing, if such default threatens the public health or safety, the Town shall make a reasonable effort to provide Franchisee with telephonic notice and an opportunity to immediately cure such default. If the Town is unable to reasonably provide such notice or Franchisee fails to immediately cure the default, the Town may commence the cure on Franchisee's behalf. In any event, the Town shall immediately thereafter provide Franchisee with written notice of Town's performance of such emergency work.

Except in an emergency, prior to commencing work on any street, alley, right-of-way, or public ground, Franchisee shall obtain an excavation permit or other necessary approval to do such work and shall exercise reasonable judgment in order to avoid any inconvenience to the general public or the Town's work forces. Franchisee shall not impede the flow of traffic to any greater extent than is reasonably necessary in performing any maintenance, removal, replacement, construction or repairs. Franchisee shall strictly abide by the permit or approval requirements, including those requirements relating to time limitations.

Franchisee is bound by all applicable police power measures now or in the future adopted by the Town, in addition to the terms of this Agreement.

Section 5. Franchisee shall indemnify the Town, its officers, officials and employees (for purposes of this section only, collectively the "Town", and shall hold the Town harmless from liability on account of injury, death or damage to persons or property proximately caused by the Franchisee's negligence in the construction, improvement, removal, maintenance, repair or operations of its Facilities. This indemnity shall not apply to claims for liability for damages arising out of bodily injury to persons or damage to property caused by or resulting solely from the negligence of the Town, its agents or employees.

Franchisee shall obtain and maintain during the life of this agreement general and motor vehicle liability insurance with commercially reasonable limits of coverage, insuring against liability arising under this agreement.

Franchisee, in any future agreements that allow for third party usage of the rights granted hereunder shall require said third party to seek input from the Town Council and to provide Franchisee with written evidence of the Council's input and desires regarding said usage.

Section 6. If Franchisee does not comply with the terms of this Agreement within thirty days after written notice of such non-compliance from the Town, the Town, at its option, may terminate the Franchise. However, such thirty-day period will be extended for an additional period of time as is reasonable under the circumstances if Franchisee's non-compliance cannot reasonably be cured within the thirty-day period and if Franchisee has commenced a cure within such period and continues to diligently pursue such cure.

Section 7. This Franchise is not assignable or transferable without the express written permission of the Town, which permission shall not be unreasonably conditioned, withheld or delayed. However, Franchisee may assign, transfer or sublet its rights, without the consent of the Town, to any person or entity that controls, is controlled by or is under common control with Franchisee, or to any lender of Franchisee, provided the Town is advised of the action prior to enactment. Any successor(s) of Franchisee shall be bound by all of the terms and conditions of this Franchise and shall be subject to all the provisions, obligations, and stipulations here prescribed.

Section 8. The rights, privileges and duties here granted shall continue for forty years, after the Effective Date (as defined in Section 9).

Section 9. This Agreement shall become effective on the date of Franchisee's written acceptance of this Franchise (the "Effective Date"). This Agreement shall be void if the Effective Date does not occur within one year after the Town adopts an ordinance approving this Franchise.

Section 10. Any notice given under this Agreement shall be mailed or delivered to the following addresses:

Town of Clifton

Northern Virginia Electric Cooperative
10323 Lomond Drive
Manassas, VA 20109
ATTN: Patrick A. Toulme, Esq.

Section 11. Both the Town and Franchisee reserve and may seek any and all remedies available at law. Neither the Town nor Franchisee shall be deemed to have waived any rights or remedies at law by virtue of executing this Agreement.

**NORTHERN VIRGINIA ELECTRIC
COOPERATIVE**

Date of Acceptance:

By: _____

Name: _____

Title: _____

TOWN OF CLIFTON, VIRGINIA

By: _____

Name: _____

Title: _____

Attest:

Town Clerk

From: Marilyn Barton
To: Margo Buckley; Mac Arnold; Laura Harrington; James Chesley; Bill Hollaway; Wayne Nickum
Cc: Rod Williams; Pam Wallace
Date: 3/31/2003 11:29:17 PM
Subject: Proposed FY04 budget

Hello everyone.

I regret that I was unable to send this out earlier. I wasn't able to download from Quick books to Excel with the version that we have. Next year I'll upgrade the software to enable this for ease of sending files for advance review.

The attached file was set up on excel to compare the FY03 approved annual budget and the drafted proposed FY04 annual budget reflecting the adjustments suggested by Wayne in his email of March 25th and our subsequent phone call. I haven't received any further input from other Council members as of this time, so I am sending this proposed version as a working draft for discussion at the meeting tomorrow night.

I'll make copies to have available at the meeting as usual.

Sincerely,

Marilyn

Sincerely,

Marilyn

--- Marilyn Barton
--- pawnsfins@earthlink.net
--- EarthLink: It's your Internet.

Barton, Marilyn

From: WAYNE NICKUM [CLIFNICK@worldnet.att.net] **Sent:** Tue 3/25/2003 6:13 PM
To: LAURA HARRINGTON; BILL HOLLOWAY; JIM CHESLEY; MAC ARNOLD; MARGO BUCKLEY;
Barton, Marilyn; PAM WALLACE; ROD WILLIAMS; ROYCE JARRENDT
Cc:
Subject: TOWN BUDGET
Attachments:

FYE 0406 TOWN BUDGET
ADD ON ITEMS TREE WORK TOWN HALL AND CHILDREN'S PLAYGROUND \$1000-
SUMMER IN THE PARK \$500-
CABLE BURIAL CBATIF PROPERTY \$10,000-
ELECTIONS \$700-
CAR SHOW INCOME AND EXPENSES SHOULD BE DELETED
CARPET TOWN COMMUNITY HALL ?
SALARY INCREASES FOR TOWN TREASURER AND TOWN CLERK TO BE DETERMINED BY TOWN
COUNCIL.
ATTORNEY FEES INCREASE DETERMINED BY TOWN COUNCIL
OTHER EXPENSES SHOULD BE INCREASED BY 5%

SET UP AN ACCOUNT RESERVE FOR UNEXPECTED EXPENSES- GOAL \$100,000- FROM HUD
INCOME. AFTER \$100,000- REACHED ADDITIONAL INCOME FROM HUD SHOULD BE SET ASIDE AT A
25% RATE WITH BALANCE AVAILABLE FOR TOWN PROJECTS.

Town of Clifton
Proposed Budget Changes
Fiscal Year 2003 to 2003

01-Apr-03

<u>REVENUES:</u>	<u>FY2003</u>	<u>FY2004</u>	<u>Proposed Change</u>	<u>%</u>	
			<u>Amount</u>	<u>%</u>	
Federal Grants - Land	96,000	96,000	-	0%	
Town Match - Land	12,000	12,000	-	0%	
CBA Match - Land	12,000	12,000	-	0%	
Total Land Grant	<u>120,000</u>	<u>120,000</u>	-	0%	
Federal Trans. Project - Trails	36,192	36,192	-	0%	
Town Match - Trails	-	-	-	-	
Town Inkind - Trails	4,524	4,524	-	0%	
CBA match - Trails	4,524	4,524	-	0%	
Total Trails Grant:	<u>45,240</u>	<u>45,240</u>	-	0%	
TOTAL FEDERAL GRANTS:	<u>165,240</u>	<u>165,240</u>	-	0%	
Fire Programs Grant	4,000	4,000	-	0%	
TOTAL STATE GRANTS:	<u>4,000</u>	<u>4,000</u>	-	0%	
HUD Homes Project Income:		<u>100,000</u>	<u>100,000</u>	<u>100%</u>	<i>Add on item.</i>
Taxes & Permits Revenues:					
Sales Tax	15,000	15,000	-	0%	
BPOL Tax	15,000	15,000	-	0%	
Utility Consumption Tax	1,116	1,116	-	0%	
Motor Vehicle Tags	4,713	4,713	-	0%	
No. Va. Cigarette Tax	1,800	1,800	-	0%	
Use Permits	1,650	1,650	-	0%	
PC Subdivision Permits	1,500	1,500	-	0%	
ABC Profits	840	840	-	0%	
ARB Permits	120	120	-	0%	
Railroad Tax	1,504	1,504	-	0%	
TOTAL TAX & PERMITS:	<u>43,243</u>	<u>43,243</u>	-	0%	
Community Hall Revenues:					
Community Hall Rentals	12,420	12,420	-	0%	
Community Hall Donations	4,600	4,600	-	0%	
Community Hall Parties	-	-	-	-	
TOTAL C.H. REVENUES:	<u>17,020</u>	<u>17,020</u>	-	0%	
Other Revenues:					
Caboose Revenues					
Interest Income	645	645	-	0%	
Car Show Income	125	-	(125)	-100%	
Haunted Trail Event	6,000	6,000	-	0%	
Clifton Day Revenues	1,000	1,000	-	0%	
Homes Tour	2,200	2,200	-	0%	
Farmers' Market Income	600	600	-	0%	
Park Rental	400	400	-	0%	
Special Revenue: Litter Control Grant	1,100	1,100	-	0%	
CIF - Contributions	-	-	-	-	
Other Income	-	-	-	-	
TOTAL OTHER REVENUE:	<u>12,070</u>	<u>11,945</u>	<u>(125)</u>	<u>-1%</u>	
TOTAL PROPOSED REVENUES:	<u>241,573</u>	<u>341,448</u>	<u>99,875</u>	<u>41.3%</u>	

Town of Clifton
Proposed Budget Changes
Fiscal Year 2003 to 2003

01-Apr-03

		<u>FY2003</u>	<u>FY2004</u>	<u>Proposed Change</u>		
				<u>Amount</u>	<u>%</u>	
EXPENSES:						
<u>Payroll Expenses:</u>	<i>Suggested Increase:</i>		10%			
Town Clerk Salary		3,750	4,125	375	10%	<i>To be determined by TC</i>
Town Treasurer Salary - increased volume		3,750	4,125	375	10%	<i>To be determined by TC</i>
Payroll Taxes		1,148	1,263	115	10%	<i>To be determined by TC</i>
Payroll Miscellaneous		-	-	-		
TOTAL PAYROLL EXPENSES:		8,648	9,513	865	10%	
CONTRACTUAL EXPENSES: <i>Proposed Increase:</i>						
Insurance		3,440	3,612	172	5%	
Town Government:						
ARB Expenses		500	525	25	5%	
BZA Expenses		-	-	-		
Planning Commission Expenses		1,500	1,575	75	5%	
TOTAL TOWN GOVERNMENT:		2,000	2,100	100	5%	
Professional Fees:						
Accounting - Multi Year Audit Review		2,500	1,313	(1,188)	-48%	
Legal Fees	<i>Suggested Increase:</i>	5,500	5,775	275	5%	<i>To be determined by TC</i>
Special Council		11,500	11,500	-	0%	
TOTAL PROFESSIONAL FEES:		19,500	18,588	(913)	-5%	
Rental Expenses:						
Railroad Siding Rental		800	840	40	5%	
Ayre Square Rental		500	525	25	5%	
TOTAL RENTAL EXPENSES:		1,300	1,365	65	5%	
Town Maintenance Expenses:						
Beautification Committee		2,500	2,500	-	0%	
Grounds Maintenance		3,500	4,000	500	14%	<i>Tree work</i>
Town Hall Maintenance - Structural Improvements		10,000	10,500	500	5%	<i>Tree work</i>
Ayre Square Maintenance		-	-	-		
RR Siding/Caboose Maintenance		-	-	-		
TOTAL TOWN MAINTENANCE EXPENSES:		16,000	17,000	1,000	6%	
Town Services:						
Elections		-	700	700	100%	
Fire Hall Tree Watering		-	-	-		
Fire Program - Pass through to FCFD		4,000	4,000	-	0%	
Grass Mowing		3,500	3,675	175	5%	
Trash Collections		1,692	1,777	85	5%	
TOTAL TOWN SERVICE EXPENSES:		9,192	10,152	960	10%	
Utility Expenses:						
Utilities - Gas and Electric		2,500	2,625	125	5%	
Utilities - Water and Sewer		300	315	15	5%	
TOTAL UTILITIES:		2,800	2,940	140	5%	
Dues & Subscriptions:						
Va Municipal League		310	326	16	5%	
Other Dues & Subscriptions		210	221	11	5%	
TOTAL DUES & SUBSCRIPTIONS:		520	546	26	5%	
Caboose Expenses:						
Caboose Equipment		-	-	-		
Caboose Electric		300	315	15	5%	
Caboose Gas		300	315	15	5%	
Caboose Maintenance - Painting		2,500	2,500	-	0%	
TOTAL CABOOSE EXPENSES:		3,100	3,130	30	1%	

Town of Clifton
Proposed Budget Changes
Fiscal Year 2003 to 2003

01-Apr-03

	<u>FY2003</u>	<u>FY2004</u>	<u>Proposed Change</u>	
			<u>Amount</u>	<u>%</u>
Community Hall Expenses:				
Community Hall Insurance	-	-	-	
Community Hall Trash Collection	-	-	-	
Community Hall Equipment	2,000	2,000	-	0%
Community Hall General Maintenance	2,900	3,045	145	5%
Community Hall Cleaning	1,800	1,890	90	5%
Community Hall Floors - cleaning &/or carpets	2,400	2,520	120	5%
Community Hall Electric	9,626	10,107	481	5%
Community Hall Mgt Fee - 20% C.H. Rentals & Use Donations	3,400	3,404	4	0%
TOTAL COMMUNITY HALL EXPENSES:	22,126	22,966	840	4%
Other Contractual Expenses:				
Legal Advertising	1,000	1,050	50	5%
Printing & Publication	600	630	30	5%
Mayoral Reimbursement	1,800	1,890	90	5%
Clifton Day Expenses	950	998	48	5%
Homes Tour Expense	600	630	30	5%
Car Show Expense	125	-	(125)	-100%
Farmers' Market Expense	250	263	13	5%
Haunted Trails Event	2,000	2,100	100	5%
Summer in the Parks Event	-	500	500	100% <i>Add on item</i>
Miscellaneous Contractual Expenses	5,000	5,250	250	5%
TOTAL OTHER CONTRACTUAL EXPENSES:	12,325	13,310	985	8%
TOTAL CONTRACTUAL EXPENSES:	92,303	92,096	(207)	0%
COMMODITIES EXPENSES:				
Equipment Disposition	-	-	-	
Calendars & Posters Expense	-	-	-	
Copies	300	-	(300)	-100%
Postage & Delivery	432	454	22	5%
Computer Supplies	1,200	1,260	60	5%
Office Supplies	900	945	45	5%
License Plates	550	578	28	5%
Miscellaneous Commodities	1,000	1,050	50	5%
TOTAL COMMODITIES EXPENSES:	4,382	4,286	(96)	-2%
CIF Expenses:				
CIF Playground	1,000	1,000	-	0%
CIF Miscellaneous	1,000	1,000	-	0%
CIF Land Purchase	-	-	-	
CIF - Cable Burial	-	10,000	10,000	100% <i>Add on item.</i>
TOTAL CIF IMPROVEMENTS:	2,000	12,000	10,000	500%
S.R. Litter Control Expense	1,100	1,100	-	0%
HUD Homes Reserve for Unexpected Expenses:	-	100,000	100,000	100% <i>Add on item.</i>
Federal Project:				
Trans. Project - Land	120,000	120,000	-	0%
Trans. Project - Trails	40,716	40,716	-	0%
Trans. Project- Inkind Services	4,524	4,524	-	0%
TOTAL FEDERAL TRANSPORTATION PROJECT:	165,240	165,240	-	0%
TOTAL PROPOSED EXPENDITURES:	273,673	284,235	10,562	4%
NET INCOME:	(32,100)	57,213	89,313	-278%

Town of Clifton
Balance Sheet Prev Year Comparison
As of March 31, 2003

	Mar 31, 03	Mar 31, 02	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
Checking	1,544.04	6,835.39	-5,291.35	-77.4%
Investments				
Clifton Heights Escrow	5,680.60	5,680.60	0.00	0.0%
Investments - Other	79,008.55	68,570.63	10,437.92	15.2%
Total Investments	84,689.15	74,251.23	10,437.92	14.1%
Total Checking/Savings	86,233.19	81,086.62	5,146.57	6.4%
Accounts Receivable				
Accounts Receivable				
BPOL Receivable	198.47	168.47	30.00	17.8%
Accounts Receivable - Other	1,000.18	1,000.18	0.00	0.0%
Total Accounts Receivable	1,198.65	1,168.65	30.00	2.6%
Total Accounts Receivable	1,198.65	1,168.65	30.00	2.6%
Total Current Assets	87,431.84	82,255.27	5,176.57	6.3%
Fixed Assets				
Fixed Assets				
Land	113,469.06	113,469.06	0.00	0.0%
Buildings	11,353.56	11,353.56	0.00	0.0%
Equipment	17,124.22	13,024.22	4,100.00	31.5%
Improvements	77,956.75	77,956.75	0.00	0.0%
Total Fixed Assets	219,903.59	215,803.59	4,100.00	1.9%
Total Fixed Assets	219,903.59	215,803.59	4,100.00	1.9%
Other Assets				
Other Asset				
Prepaid Expenses	136.00	136.00	0.00	0.0%
Prepaid Insurance	270.11	270.11	0.00	0.0%
Total Other Asset	406.11	406.11	0.00	0.0%
Total Other Assets	406.11	406.11	0.00	0.0%
TOTAL ASSETS	307,741.54	298,464.97	9,276.57	3.1%
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
Accounts Payable	-117.54	-117.54	0.00	0.0%
Total Accounts Payable	-117.54	-117.54	0.00	0.0%
Other Current Liabilities				
Escrow for PC -Clifton Heights	5,605.60	5,680.60	-75.00	-1.3%
Total Other Current Liabilities	5,605.60	5,680.60	-75.00	-1.3%
Total Current Liabilities	5,488.06	5,563.06	-75.00	-1.4%
Total Liabilities	5,488.06	5,563.06	-75.00	-1.4%
Equity				
Opening Bal G.F. Equity	22,037.95	22,342.95	-305.00	-1.4%
Opening Bal CIF Equity	220,901.68	220,901.68	0.00	0.0%
Retained Earnings	29,477.17	25,560.19	3,916.98	15.3%
Net Income	29,836.68	24,097.09	5,739.59	23.8%
Total Equity	302,253.48	292,901.91	9,351.57	3.2%
TOTAL LIABILITIES & EQUITY	307,741.54	298,464.97	9,276.57	3.1%

Town of Clifton
Profit & Loss Budget vs. Actual
July 2002 through March 2003

	Jul '02 - Mar 03	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
HUD Homes	17,179			
Returned Check Charges	6			
Playground Reserve Donations	1,025			
Grants				
Federal				
Federal Grant-Land				
Town Match - Land	0	9,000	(9,000)	0%
CBA Match - Land	0	9,000	(9,000)	0%
Federal Grant-Land - Other	0	72,000	(72,000)	0%
Total Federal Grant-Land	0	90,000	(90,000)	0%
Transportation Project-Trails				
CBA Match - Trails	0	3,393	(3,393)	0%
Town Inkind -Trails	0	3,393	(3,393)	0%
Transportation Project-Trails - Other	0	27,144	(27,144)	0%
Total Transportation Project-Trails	0	33,930	(33,930)	0%
Total Federal	0	123,930	(123,930)	0%
State				
Dept Criminal Justice Grant	4,100			
Fire Program Funds	0	4,000	(4,000)	0%
Total State	4,100	4,000	100	103%
Total Grants	4,100	127,930	(123,830)	3%
Tax and Permits Revenue				
Utility Consumption Tax	816	837	(21)	97%
Motor Vehicle Tags	5,028	4,713	315	107%
Sales Tax	7,931	11,250	(3,319)	71%
Cigarette Tax	958	1,350	(392)	71%
BPOL tax	13,054	15,000	(1,946)	87%
ABC Profits	431	630	(199)	68%
Use Permits	950	1,238	(288)	77%
ARB Permits	50	90	(40)	56%
PC-Subdivision	0	1,500	(1,500)	0%
Railroad Tax	1,377	1,504	(127)	92%
Total Tax and Permits Revenue	30,596	38,112	(7,516)	80%
Community Hall Revenues				
Community Hall Donations	0	4,600	(4,600)	0%
Community Hall Rentals	13,580	9,315	4,265	146%
Total Community Hall Revenues	13,580	13,915	(335)	98%
Car Show Income	0	125	(125)	0%
Haunted Trail Event	5,075	6,000	(925)	85%
Clifton Day Revenues	262	1,000	(738)	26%
Homes Tour	2,301	2,200	101	105%
Farmers' Market Income	0	300	(300)	0%
Park Rental	75	200	(125)	38%
Interest Income	162	484	(322)	34%
S.R. - Litter Control Grant	1,000	1,100	(100)	91%
Other Income	77			
Total Income	75,437	191,365	(115,928)	39%
Expense				
Returned Check Bank Charges	6			
Payroll Expenses				
Gross Wages				
Town Clerk (Recording)	1,875	1,875	0	100%
Town Treasurer	1,875	1,875	0	100%
Total Gross Wages	3,750	3,750	0	100%
Payroll Taxes				
FICA	574	465	109	123%

Town of Clifton
Profit & Loss Budget vs. Actual
July 2002 through March 2003

	Jul '02 - Mar 03	Budget	\$ Over Budget	% of Budget
Medicare	0	109	(109)	0%
Total Payroll Taxes	574	574	0	100%
Total Payroll Expenses	4,324	4,324	0	100%
Contractual				
Insurance	4,486	3,440	1,046	130%
Town Government				
Architectural Review Board	0	375	(375)	0%
Planning Commission	404	1,125	(721)	36%
Total Town Government	404	1,500	(1,095)	27%
Professional Fees				
Accounting	0	2,500	(2,500)	0%
Legal Fees	4,200	5,500	(1,300)	76%
Special Counsel	0	8,625	(8,625)	0%
Total Professional Fees	4,200	16,625	(12,425)	25%
Rent				
Railroad Siding Rental	775	800	(25)	97%
Ayre Square Rental	321	500	(179)	64%
Total Rent	1,096	1,300	(204)	84%
Town Maintenance				
Beautification Comm.	0	1,875	(1,875)	0%
Grounds Maintenance	743	2,625	(1,882)	28%
Town Hall Maintenance	400	7,500	(7,100)	5%
Total Town Maintenance	1,143	12,000	(10,857)	10%
Town Services				
Fire Program	0	4,000	(4,000)	0%
Grass Mowing	2,850	1,750	1,100	163%
Trash Collection	1,264	1,269	(5)	100%
Total Town Services	4,114	7,019	(2,905)	59%
Utilities				
Gas and Electric	(192)	1,875	(2,067)	(10)%
Water	220	225	(6)	98%
Total Utilities	27	2,100	(2,073)	1%
Legal Advertising	0	750	(750)	0%
Printing and Reproduction	0	450	(450)	0%
Dues and Subscriptions				
Va. Municipal League	306	310	(4)	99%
Dues and Subscriptions - Other	144	158	(14)	91%
Total Dues and Subscriptions	450	468	(18)	96%
Mayoral Reimbursement	1,056	1,350	(294)	78%
Caboose Expenses				
Caboose Electric	162	225	(63)	72%
Caboose - Trentane Gas	194	225	(31)	86%
Caboose Maintenance	0	1,875	(1,875)	0%
Total Caboose Expenses	357	2,325	(1,968)	15%
Community Hall Expenses				
C.H.-Equipment	0	1,500	(1,500)	0%
C.H.-General Maintenance	2,046	2,175	(129)	94%
C.H.-Cleaning	3,450	1,350	2,100	256%
C.H. Floors	1,500	1,800	(300)	83%
C.H. - Electric	7,649	7,219	429	106%
C.H.-Management Fee	2,716	2,550	166	107%
Community Hall Expenses - Other	116			
Total Community Hall Expenses	17,477	16,594	883	105%
Clifton Day Expenses	0	950	(950)	0%
Homes Tour/Bazaar Exp	1,794	600	1,194	299%
Miscellaneous	427	3,750	(3,323)	11%

Town of Clifton
Profit & Loss Budget vs. Actual
July 2002 through March 2003

	Jul '02 - Mar 03	Budget	\$ Over Budget	% of Budget
Total Contractual	37,031	71,220	(34,189)	52%
Car Show Expense	0	125	(125)	0%
Farmers' Market Expense	0	100	(100)	0%
Haunted Trail Expenses	1,080	2,000	(920)	54%
Commodities				
Copies	88	225	(137)	39%
Postage and Delivery	357	324	33	110%
Computer Supplies	591	900	(309)	66%
Office Supplies	504	675	(171)	75%
License Plates	0	550	(550)	0%
Miscellaneous	1,373	750	623	183%
Total Commodities	2,913	3,424	(511)	85%
CIF Expenses				
CIF-Playground Impr.	0	750	(750)	0%
CIF-Miscellaneous	0	750	(750)	0%
Total CIF Expenses	0	1,500	(1,500)	0%
Fed Fund-Transportation Proj				
F.F. - Transp. Project-Land	0	90,000	(90,000)	0%
F.F.- Transp. Project-Trails	247	30,537	(30,290)	1%
F. F.-Transp - Inkind Srvs	0	3,393	(3,393)	0%
Total Fed Fund-Transportation Proj	247	123,930	(123,683)	0%
Total Expense	45,600	206,623	(161,022)	22%
Net Ordinary Income	29,837	(15,258)	45,094	(196)%
Income	29,837	(15,258)	45,094	(196)%

* Approved 4/1/03

APPLICATION FOR USE PERMIT - HOME AND COMMERCIAL (BUSINESS)

For Revisions only:

_____, 19____
(Date submitted to Secy of PC)
_____, 19____
(Date submitted to Town Clerk)

Date/# of Current Application: / /19 ;No. _____

The undersigned hereby applies for a Business Use Permit under provisions of Article 2, Section 9-10, of the Zoning Ordinance of the Town of Clifton:

(See reverse side for filing instructions)

- Name of Applicant: Michael W. Ferrell
- Relationship of applicant to premises: owner lessee
- Name of Business: Ferrells PLLC
- Owners(s) of premises (other than applicant): Golden Phoenix L.P.
- Address of premises: 7145 Main St., rear 1st flr, rear 2nd flr
- Tax map number: on file
- Zoning District (check one): Res Comm Indust Agric
- Hours/Days of Operation: Monday - Friday 8:30 a.m. - 6:30 p.m.
- No. of Employees/Attendants, incl. Owner(s): 3
- Square Footage of space allocated for business: 1025
- If Home Business, % of gross floor space of dwelling used: _____
- Location of area allocated to business: rear 1st flr, rear 2nd flr
- Number of off-street parking spaces (See Sec. 9-13): _____
- Describe business operation: Law office
- Copy of plat attached of above premises for home business: yes no
- Copy of building layout attached for bus. in comm. zone: on file yes no
- Fee Enclosed (\$25.00): Check Cash
- Restrictions: _____

The above use is found to be in conformity with the provisions of the Clifton Town Ordinances.

On the serving of a notice by the Town Council of any violation of any such provisions, or requirements with respect to any building or the use thereof, or in the use of land, this Use Permit shall become null and void as provided in the Clifton Town Ordinances, Chapter 1, Section 16 and Chapter 9, Section 14, and a new Use Permit shall be required for any further use of such building or land.

Michael W. Ferrell
 Signature of applicant/agent)
8307 Creechside Rd
 Mailing address/zip)
Fortfox Va Va 22039
703-250-5687
 (telephone)

Sheldon C. Hofferman,
 (Signature of landlord/lessor)
General Partner

Town of Clifton
Proposed Budget Changes
Fiscal Year 2003 to 2003

01-Apr-03

	<u>FY2003</u>	<u>FY2004</u>	<u>Proposed Change</u>	
			<u>Amount</u>	<u>%</u>
<u>REVENUES:</u>				
Federal Grants - Land	96,000	96,000	-	0%
Town Match - Land	12,000	12,000	-	0%
CBA Match - Land	12,000	12,000	-	0%
Total Land Grant	120,000	120,000	-	0%
Federal Trans. Project - Trails	36,192	36,192	-	0%
Town Match - Trails	-	-	-	-
Town Inkind - Trails	4,524	4,524	-	0%
CBA match - Trails	4,524	4,524	-	0%
Total Trails Grant:	45,240	45,240	-	0%
TOTAL FEDERAL GRANTS:	165,240	165,240	-	0%
Fire Programs Grant	4,000	4,000	-	0%
TOTAL STATE GRANTS:	4,000	4,000	-	0%
HUD Homes Project Income:		100,000	100,000	100% <i>Add on item.</i>
Taxes & Permits Revenues:				
Sales Tax	15,000	15,000	-	0%
BPOL Tax	15,000	15,000	-	0%
Utility Consumption Tax	1,116	1,116	-	0%
Motor Vehicle Tags	4,713	4,713	-	0%
No. Va. Cigarette Tax	1,800	1,800	-	0%
Use Permits	1,650	1,650	-	0%
PC Subdivision Permits	1,500	1,500	-	0%
ABC Profits	840	840	-	0%
ARB Permits	120	120	-	0%
Railroad Tax	1,504	1,504	-	0%
TOTAL TAX & PERMITS:	43,243	43,243	-	0%
Community Hall Revenues:				
Community Hall Rentals	12,420	12,420	-	0%
Community Hall Donations	4,600	4,600	-	0%
Community Hall Parties			-	-
TOTAL C.H. REVENUES:	17,020	17,020	-	0%
Other Revenues:				
Caboose Revenues				
Interest Income	645	645	-	0%
Car Show Income	125	-	(125)	-100%
Haunted Trail Event	6,000	6,000	-	0%
Clifton Day Revenues	1,000	1,000	-	0%
Homes Tour	2,200	2,200	-	0%
Farmers' Market Income	600	600	-	0%
Park Rental	400	400	-	0%
Special Revenue: Litter Control Grant	1,100	1,100	-	0%
CIF - Contributions	-	-	-	-
Other Income				
TOTAL OTHER REVENUE:	12,070	11,945	(125)	-1%
TOTAL PROPOSED REVENUES:	241,573	341,448	99,875	41.3%

Town of Clifton
Proposed Budget Changes
Fiscal Year 2003 to 2003

01-Apr-03

	<u>FY2003</u>	<u>FY2004</u>	<u>Proposed Change</u>		
			<u>Amount</u>	<u>%</u>	
EXPENSES:					
<u>Payroll Expenses:</u>					
					<i>Suggested Increase:</i>
					10%
Town Clerk Salary	3,750	4,125	375	10%	<i>To be determined by TC</i>
Town Treasurer Salary - increased volume	3,750	4,125	375	10%	<i>To be determined by TC</i>
Payroll Taxes	1,148	1,263	115	10%	<i>To be determined by TC</i>
Payroll Miscellaneous	-	-	-		
TOTAL PAYROLL EXPENSES:	8,648	9,513	865	10%	
CONTRACTUAL EXPENSES:					
					<i>Proposed Increase:</i>
					5%
Insurance	3,440	3,612	172	5%	
Town Government:					
ARB Expenses	500	525	25	5%	
BZA Expenses	-	-	-		
Planning Commission Expenses	1,500	1,575	75	5%	
TOTAL TOWN GOVERNMENT:	2,000	2,100	100	5%	
Professional Fees:					
Accounting - Multi Year Audit Review	2,500	1,313	(1,188)	-48%	
Legal Fees <i>6, JTB</i>	5,500	5,775	275	5%	<i>To be determined by TC</i>
Special Council	11,500	11,500	-	0%	
TOTAL PROFESSIONAL FEES:	19,500	18,588	(913)	-5%	
Rental Expenses:					
Railroad Siding Rental	800	840	40	5%	
Ayre Square Rental	500	525	25	5%	
TOTAL RENTAL EXPENSES:	1,300	1,365	65	5%	
Town Maintenance Expenses:					
Beautification Committee	2,500	2,500	-	0%	
Grounds Maintenance	3,500	4,000	500	14%	<i>Tree work</i>
Town Hall Maintenance - Structural Improvements	10,000	10,500	500	5%	<i>Tree work</i>
Ayre Square Maintenance	-	-	-		
RR Siding/Caboose Maintenance	-	-	-		
TOTAL TOWN MAINTENANCE EXPENSES:	16,000	17,000	1,000	6%	
Town Services:					
Elections	-	700	700	100%	
Fire Hall Tree Watering	-	-	-		
Fire Program - Pass through to FCFD	4,000	4,000	-	0%	
Grass Mowing	3,500	3,675	175	5%	
Trash Collections	1,692	1,777	85	5%	
TOTAL TOWN SERVICE EXPENSES:	9,192	10,152	960	10%	
Utility Expenses:					
Utilities - Gas and Electric	2,500	2,625	125	5%	
Utilities - Water and Sewer	300	315	15	5%	
TOTAL UTILITIES:	2,800	2,940	140	5%	
Dues & Subscriptions:					
Va Municipal League	310	326	16	5%	
Other Dues & Subscriptions	210	221	11	5%	
TOTAL DUES & SUBSCRIPTIONS:	520	546	26	5%	
Caboose Expenses:					
Caboose Equipment	-	-	-		
Caboose Electric	300	315	15	5%	
Caboose Gas	300	315	15	5%	
Caboose Maintenance - Painting	2,500	2,500	-	0%	
TOTAL CABOOSE EXPENSES:	3,100	3,130	30	1%	

Town of Clifton
Proposed Budget Changes
Fiscal Year 2003 to 2003

01-Apr-03

	<u>FY2003</u>	<u>FY2004</u>	<u>Proposed Change</u> <u>Amount</u>	<u>%</u>	
Community Hall Expenses:					
Community Hall Insurance	-	-	-		
Community Hall Trash Collection	-	-	-		
Community Hall Equipment	2,000	2,000	-	0%	
Community Hall General Maintenance	2,900	3,045	145	5%	
Community Hall Cleaning	1,800	1,890	90	5%	
Community Hall Floors - cleaning &/or carpets	2,400	2,520	120	5%	
Community Hall Electric	9,626	10,107	481	5%	
Community Hall Mgt Fee - 20% C.H. Rentals & Use Donations	3,400	3,404	4	0%	
TOTAL COMMUNITY HALL EXPENSES:	22,126	22,966	840	4%	
Other Contractual Expenses:					
Legal Advertising	1,000	1,050	50	5%	
Printing & Publication	600	630	30	5%	
Mayoral Reimbursement	1,800	1,890	90	5%	
Clifton Day Expenses	950	998	48	5%	
Homes Tour Expense	600	630	30	5%	
Car Show Expense	125	-	(125)	-100%	
Farmers' Market Expense	250	263	13	5%	
Haunted Trails Event	2,000	2,100	100	5%	
Summer in the Parks Event	-	500	500	100%	<i>Add on item</i>
Miscellaneous Contractual Expenses	5,000	5,250	250	5%	
TOTAL OTHER CONTRACTUAL EXPENSES:	12,325	13,310	985	8%	
TOTAL CONTRACTUAL EXPENSES:	92,303	92,096	(207)	0%	
COMMODITIES EXPENSES:					
Equipment Disposition	-	-	-		
Calendars & Posters Expense	-	-	-		
Copies	300	-	(300)	-100%	
Postage & Delivery	432	454	22	5%	
Computer Supplies	1,200	1,260	60	5%	
Office Supplies	900	945	45	5%	
License Plates	550	578	28	5%	
Miscellaneous Commodities	1,000	1,050	50	5%	
TOTAL COMMODITIES EXPENSES:	4,382	4,286	(96)	-2%	
CIF Expenses:					
CIF Playground	1,000	1,000	-	0%	
CIF Miscellaneous	1,000	1,000	-	0%	
CIF Land Purchase	-	-	-		
CIF - Cable Burial	-	10,000	10,000	100%	<i>Add on item.</i>
TOTAL CIF IMPROVEMENTS:	2,000	12,000	10,000	500%	
S.R. Litter Control Expense	1,100	1,100	-	0%	
HUD Homes Reserve for Unexpected Expenses:	-	100,000	100,000	100%	<i>Add on item.</i>
Federal Project:					
Trans. Project - Land	120,000	120,000	-	0%	
Trans. Project - Trails	40,716	40,716	-	0%	
Trans. Project- Inkind Services	4,524	4,524	-	0%	
TOTAL FEDERAL TRANSPORTATION PROJECT:	165,240	165,240	-	0%	
TOTAL PROPOSED EXPENDITURES:	273,673	284,235	10,562	4%	
NET INCOME:	(32,100)	57,213	89,313	-278%	

THE
Journal
NEWSPAPERS

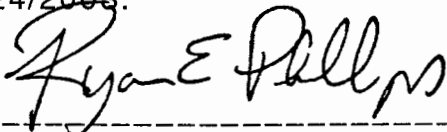
PROOF OF PUBLICATION

I, Ryan E. Phillips Publisher of the Fairfax Journal a newspaper in the County/City of Fairfax published in the English language, and having a bona fide list of paid subscribers located in the aforementioned County/City, and entered as second class matter under the Postal Laws and Regulations of the United States of America for 52 successive weeks or more prior to the issue of 03/24/03, certify that the notice of APRIL 1ST HEARING

for


TOWN OF CLIFTON

attached hereto has been published on 03/24/2003.



Ryan E. Phillips

Sworn to and subscribed before me this 24th day of March, 2003.



My commission expires

March 31, 2006

Ad number: 11503638
End date : 03/24/2003
03/24/2003
TOWN OF CLIFTON

NOTICE OF PUBLIC HEARING

Pursuant to Sec. 15.2-1800.B. of the Code of Virginia (1950, as amended), please take notice that the Town Council of the Town of Clifton, Virginia (the "Town"), will conduct a public hearing regarding the proposed encumbering and sales of certain real properties owned by the Town or expected to be acquired by the Town within the next 30 days, having the locations, maximum loan amounts and minimum sales prices specified below:

Property Address				Maximum Loan Amount and Minimum Sales Price
1066	Whales Run Ct	Virginia Beach	VA 23454	\$70,000
21	Christine Ct	Hampton	VA 23666	55,000
260	Burnetts Way	Suffolk	VA 23434	82,000
3243	Redgrove Ct	Virginia Beach	VA 23453	66,000
3216	Creekside Drive	Virginia Beach	VA 23453	60,000
191	E. Westford Drive	Suffolk	VA 23434	92,000
2857	Lambert Trail	Chesapeake	VA 23323	77,000
3220	Ashaway Road	Virginia Beach	VA 23452	89,000
4920	April Avenue	Virginia Beach	VA 23464	82,000
18	Gawain Way	Hampton	VA 23669	63,000
28	Beasely Road	Lynchburg	VA 24501	95,000

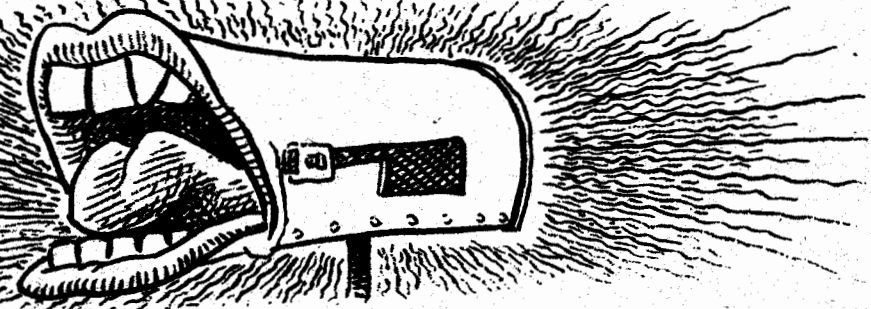
Each of the foregoing properties is proposed to be encumbered by a first deed of trust, securing indebtedness not to exceed the respective maximum amounts, and to be sold for not less than the respective minimum amounts, specified above.

Said public hearing will take place on April 1, 2003, at 7:30 p.m., at the Clifton Town Meeting Hall, 12641 Chapel Road, Clifton, Virginia.

March 24, 2003

NVA11503638amh

LETTERS



Cutting VDOT's safety patrol is 'pound foolish'

It was with dismay that I learned from the newspapers Commissioner Philip Shucet had decided to cut back on the critical Safety Service Patrol operated by the Virginia Department of Transportation.

As with the decision to close several branches of the Department of Motor Vehicles, I was disappointed to read this type of information for the first time in the local newspapers.

VDOT's Safety Service Patrol assists about 100,000 motorists a year. Of those, more than 65,000 are in Northern Virginia.

These patrols provide Northern Virginia residents with critical safety assistance and reduce pollution from traffic snarls.

According to the Richmond Times-Dispatch, patrol vehicles will be reduced from 12 to 7 during "peak traffic periods." However, "peak periods" in Northern Virginia are difficult to define.

Interstate 66 in Fairfax County is clogged for nearly the entire workday. Traffic can slow to a crawl at 1 p.m.

The Safety Service Patrol performs a vital public safety function in Northern Virginia, especially on I-66, which lacks dedicated shoulders through most of Fairfax County.

During rush hour, motorists are permitted to travel on the shoulder. In several well-publicized instances, stranded motorists on the shoulders have been severely injured or killed by other motorists.

To keep motorists safer, VDOT Safety Service Patrol vehicles often act as "roadblocks" for disabled vehicles, using strobe lights and flares to warn motorists of the hazard and directing them safely around it.

I have spoken with several firefighters and police officers in my district, who report that the Safety Service Patrol helps them better serve the public.

According to one firefighter who is assigned to a station near I-66, it is often the orange VDOT truck that is first on the scene of a vehicle collision, and the one that

alerts incoming rescue crews.

During busier times, rescue workers can clear incidents with no injuries, turning the scenes over to the Safety Service Patrol, which will either remove the vehicles from the roadway or wait for Virginia State Police to arrive.

This allows rescue workers to respond to other emergency calls.

There is no doubt in my mind that this vital function makes our interstate highways much safer.

In addition to keeping the public safe, the Safety Service Patrol helps keep our interstates moving. As Commissioner Shucet knows all too well, Northern Virginia is a "severe non-attainment area" and risks losing federal highway money unless pollutants are reduced.

By helping to keep traffic moving, VDOT's Safety Service Patrol is reducing pollutants given off by idling vehicles. Reducing patrols only will make traffic snarls worse and increase levels of ozone.

I am the first to realize that budgets are very tight. However, I worry that in this instance, VDOT is being penny-wise and pound-foolish.

The added delays and reduction in public safety from reducing this vital program in Northern Virginia cannot be underestimated. I urge VDOT to restore the \$4 million needed to fully fund this critical program.

DEL. THOMAS DAVIS RUST
86th District
Virginia General Assembly

Disaster relief also benefits the county

In his March 19 letter ("Fairfax Supervisors Just Can't Say 'No' to Spending"), Mr. Bill Cramer says that Fairfax sends firefighters and police officers all over the country and the world at considerable costs, which should be a federal role.

It is a federal role, and when there is a Fairfax response to a disaster — whether it's an earthquake in

Turkey or wherever — all costs are paid by the federal government.

Fairfax County has emergency responders with more experience and better equipment because of their involvement with international disaster relief. Fairfax is essentially getting free spin-off effects at no local cost to county citizens. This is particularly significant with the current interest in terrorism.

Mr. Cramer also complains about increased school costs. The state has imposed testing requirements with significant costs without paying those costs. Where does Mr. Cramer think the funds will come from to pay them?

Unfortunately, people like Mr. Cramer and *Journal* columnist Peter Ferrara apparently still believe in the tooth fairy. They complain about tax increases but fail to mention that tax increases are a result of wealth increases.

They want their increased wealth — particularly in house value — but do not want to pay for the services that are a major drawing card for people willing to pay high housing costs, thus increasing their wealth.

In other words, they want the golden egg but don't want to pay the goose. There is no free lunch.

RAYMOND E. MEYER
Falls Church

Didn't realize 'Lord' movie was a comedy

Ivy Main's Feb. 10 column ("The 'Lord of the Rings': The Battle for the Metaphor") is hilarious. Such a joy to read.

I'll try to make certain my dentist reads it.

Every year I'll look at those J.R.R. Tolkien books, and I'll have to laugh now. The movie people apparently were unaware they created a comedy.

VALENTINE G. FINNER
Fairfax

When bad stuff happens, you can collect your winnings

One of the great lessons of this past winter is that we can make excellent and detailed plans to prepare for a terrorist attack, but nothing we do will stop a snowstorm from shutting down Washington.

Mother Nature would like us to understand who's really in charge here, and it's not us.

And that's very un-American of her, frankly. Who elected her?

But it's not just Mother Nature messing up our sense of control. To paraphrase an observation quoted on bumper stickers (but unprintable in a family newspaper), bad stuff happens.

But bad stuff shouldn't just happen, we figure, not in America, not in the 21st century. There's always something that could have been done to prevent it or prepare for it.

When you get right down to it, it's always somebody's fault. We even blame weather forecasters when they don't predict a snowstorm correctly, and if we could, we'd blame them for the snow itself.

This is what we mean by the importance of taking personal re-

sponsibility. We mean we want to hold somebody else personally responsible when something goes wrong.

You've seen the billboard ads for tort lawyers, reassuring members of the public that if they've been hurt in any way, someone owes them money.

For a mere third of the take (plus expenses), an attorney will be glad to argue that your victimization entitles you to a terrific payoff from somebody else's insurance company.

Trial lawyers used to be able to earn a modest and respectable living, helping their clients obtain redress for wrongs. A patient whose doctor operated on the wrong leg, or a pedestrian run down by a drunken driver, could hope to get enough money from the wrongdoer to equal his medical bills and lost wages, with enough extra for "pain and suffering" to pay for his lawyer's time and effort.

Back then, everybody felt sorry for the victim, who was likely never to be as well off as before. Bad stuff happened sometimes, and it was just rotten luck if it happened

Suburban Update

Ivy Main

to you.

These days, there's nothing quite as lucky as bad stuff happening to you. A jury that feels your pain will cheerfully award you the contents of the defendant's wallet and much more besides, knowing it's not the defendant who pays, anyway.

The defendant's insurance company will be the one to fork over, and it has got lots of money — which it got from overcharging its customers so appallingly that they might as well be punished for it.

Fall victim to someone else's mistake, and you can be a multimillionaire — and so can your lawyer, who still gets that third of the cut. No one would choose to get hurt, but if it happens, congratulations. It's like winning the lottery.

Unlike the lottery, though, the people who get winning tickets

(plaintiffs and their lawyers) aren't the same ones who fund the jackpot (potential defendants who pay insurance premiums).

In the case of doctors and hospitals, funding the jackpot has become so expensive that some can't continue in business, including people who have never themselves been sued.

This is bad stuff, too, and therefore we must find someone to hold accountable. Lots of people like to blame trial lawyers, but they're just taking advantage of the system. So are the plaintiffs, who only win if they have a case, and who can hardly be expected to turn down a generous award.

No, the underlying problem is our certainty that in America today, bad stuff shouldn't be allowed to happen — and that if it does, it's somebody's fault and the cure is a vast sum of money.

Behind every rich victim and successful trial lawyer stands a jury of our peers. And who serves on these juries? Pretty much any American except, ironically, anyone who's a trial lawyer. That is,

it's us.

Now Congress stands ready to punish us by taking away a jury's ability to award jackpots. One bill would put a cap on pain and suffering awards in medical malpractice cases only, and others would govern tort claims generally.

Sadly, award caps won't solve the insurance crisis in America. Very few tort claims actually get to a jury, because it's cheaper to settle out of court. And plaintiffs will continue to bring lawsuits that cost them nothing, as long as insurance companies continue to settle.

Nor will an award cap change society. We still will be looking for a wrongdoer behind every mishap short of a snowstorm, and a way to use money to cure every wrong.

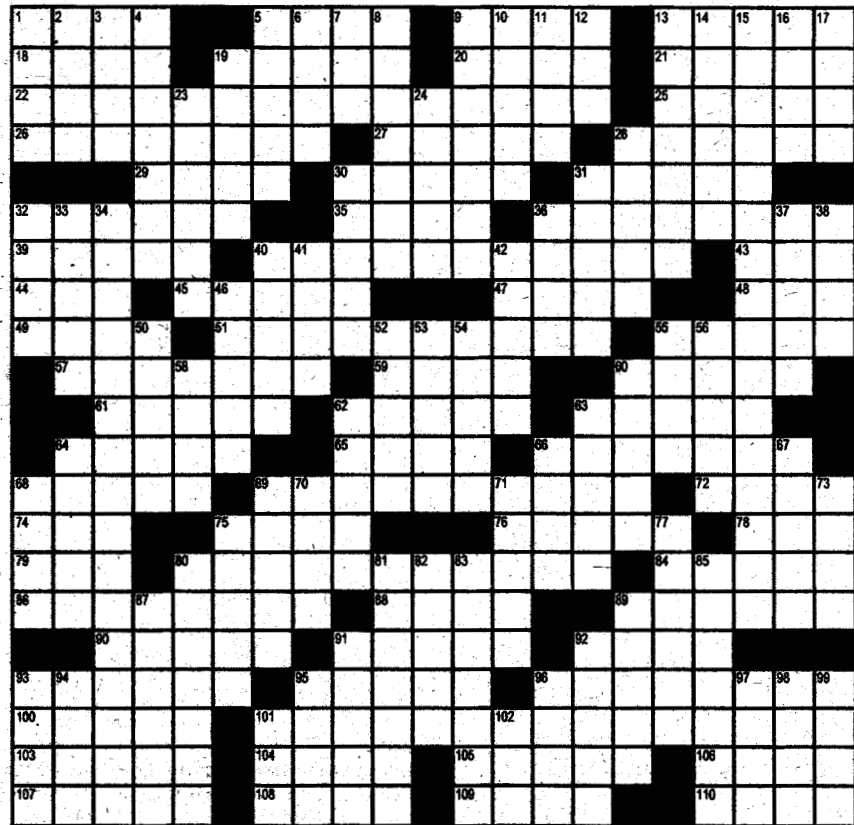
But at least it would keep us from having to blame ourselves for the problem.

Ivy Main's column, which runs on Mondays, welcomes reader feedback. Write to the Journal Newspapers at 6408 Edsall Road, Alexandria VA 22312, or send her an e-mail at imain@erols.com.

CROSSWORD

State Standards

Edited by Charles Preston



ACROSS

- 1 "Serpico" author
- 5 Crosby, "The Groaner"
- 9 Con man's game
- 13 Thespian
- 18 First name in seat
- 19 Hearing-oriented
- 20 Neighbor of Twelve Oaks
- 21 Ring up
- 22 New York flag feature
- 25 ___ cohere: entrance shelter
- 26 Tonsorial worry area
- 27 British boob tube
- 28 Imelda with the shoes
- 29 Tough guy actor Ray
- 30 Skin furrow
- 31 Vaughan or Caldwell
- 32 Giraffes' cousins
- 35 James, of "Brian's Song"
- 36 Letter-container
- 39 "She ___ many children..."
- 40 Ohio flag shape
- 43 Neighbor of Ala.
- 44 Ovid's eggs
- 45 American Indian crest pole
- 47 Swiss scenery
- 48 Krazy ___
- 49 Latch part
- 51 Connecticut flag greenery
- 55 ___ fatuus: marsh light
- 57 Pittsburgh player
- 59 Give out
- 60 French landscape painter

- 61 Extend one's subscription
- 62 "The Things ___ Last Summer"
- 63 Custard-apple tree
- 64 Goliath's slayer
- 65 Blackbirds
- 66 Sky pilot's distance unit
- 68 Wished
- 69 Colorado flag eye-catcher
- 72 Close by
- 74 Wonderment
- 75 Hambletonian pace
- 76 Les ___ Unis
- 78 Actress Joanne
- 79 Part of H.R.H.
- 80 California flag animal
- 84 Bordered
- 86 Eagerness
- 88 Markers
- 89 Given to wearing wools
- 90 Apertures
- 91 ___ to: helpful
- 92 WWII mil. woman
- 93 Place side by side
- 95 Lady of "The Sun Also Rises"
- 96 Unwholesome
- 100 Loamy deposit
- 101 Texas flag colors
- 103 Concur
- 104 Lacta ___ est: the die is cast
- 105 Upright
- 106 N.Y. winter times
- 107 Flies high
- 108 "The red planet"
- 109 File's partner
- 110 Omega

- 1 Engage the gears
- 2 Utak ski resort
- 3 Jai ___
- 4 Subordinate rulers
- 5 Actor Victor, of "The Strangler"
- 6 Dies ___
- 7 Cole or Turner
- 8 Of a larynx opening
- 9 Old name of Donetsk
- 10 "Cheers" waitress
- 11 Large number
- 12 Kettle and bell
- 13 Gaub
- 15 Song related
- 15 Indiana flag highlight
- 16 Aware of
- 17 Roger ___, star of "Nicholas Nickleby"
- 19 Caustics
- 23 "Ma" Cass
- 24 Wild
- 28 Song thrush
- 30 Rascal
- 31 Photos
- 21 Sounds of surprise
- 33 Polynesian drinks
- 34 Kansas flag motto
- 36 "And the" in St. Lo
- 37 Pigtail
- 38 Has a bite
- 40 Scatter about
- 41 Have on
- 42 Grew fainter
- 46 Made eyes at
- 50 Vex
- 52 Alter a text
- 53 Of sacred Hindu writings
- 54 'Be of good cheer; ___':

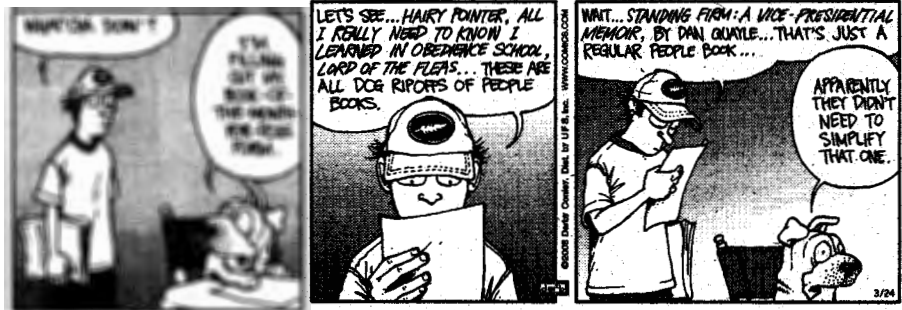
- Matt. 14:27
- 55 Two hrs. before midnight
- 56 Bates' "amber waves"
- 58 Author of Bagnold
- 60 Printer's mark
- 62 "The Blue Danube," for one
- 63 "For Whom the Bell Tolls" heroine
- 64 Wooden pin
- 66 Legal deeds
- 67 Like the otary
- 68 Sounds of merriment
- 69 Southern hominy
- 70 Seeping
- 71 Della or Pee Wee
- 73 Crooner Vallee
- 75 Hackneyed
- 77 Alaska purchaser
- 80 Eams before deductions
- 81 "___ meant to be lived": E. Roosevelt
- 82 Salad days
- 83 Woman's tight strapless top
- 85 Unit of sound
- 87 Not so far away
- 89 Twit
- 91 Command
- 92 Ruin's partner
- 93 Word of woe
- 94 Walt Kelly's opossum
- 95 Bartok or Lugosi
- 96 Hammer type
- 97 "Lohengrin" lady
- 96 McAuliffe's succinct reply
- 99 Assay
- 101 Ewe's love
- 102 La, la predecessor

Today's answers appear in tomorrow's paper.

TRIVIA

1. In the U.S. Army, what rank is represented by a silver eagle?
 2. Of billiard room, chamber room, conservatory and ballroom, which room is not on the board of the popular game "Clue"?
 3. The "Pentagon Papers," published by the New York Times in 1971, concerned U.S. involvement in Somalia, Grenada, Vietnam or Iran?
 4. Pertussis is another name for what childhood disease?
 5. In seagoing terminology, what is the opposite of starboard?
 6. What was the name of the English town where Lady Godiva made her famous ride?
 7. What was the nickname of jazz musician Charlie Parker?
 8. Who was the third president of the United States?
 9. Gynephobia is the fear of what?
 10. Bob Keeshan is known for playing what TV character?
- Answers:**
 1. Colonel. 2. Chamber room. 3. Vietnam. 4. Whooping cough. 5. Port. 6. Coventry. 7. "Bird." 8. Thomas Jefferson. 9. Women. 10. Captain Kangaroo.

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CHILD CARE WANTED

ALEXANDRIA Old Town, near Braddock metro, approximately 15 hrs/week possibly more, for 4 month old girl, \$10/hr German speaker a plus 703-519-9322

ARLINGTON CC Hills FT Nanny for 2 toddlers, excellent references, own car, high energy required. 703-526-0037

ARLINGTON Exp. babysitter needed 8 hrs/week and occasional weekend nights to care for adorable, fun-loving, 10-month old. In Cherrydale, on bus line. Will pay \$10/hr. refs req. Call 703-812-4506

ARLINGTON Part Time or Full Time Loving Nanny needed for 2 elementary school-age girls, M-F, English speaking, Non-smoking, Valid driver's license 703-587-3230

BETHESDA Family needs loving, reliable, experienced nanny for 5 month old infant. M,W,F 8-6. English speaking, excellent references, transportation, non-smoker, legal, and background information required. Competitive compensation. 301-469-3715

CHILD CARE PROVIDER for 10 months, 7-5:30pm, 3 yr old, before & after preschool, drop off & pickup. Please contact loranebraun@aol.com

CHILD CARE WANTED Full time nanny-share for 2 families or part-time for 1 family. Springfield/Burke; 9am-2pm (infant and toddler) McLean; 3pm-6pm (12 yr. old) driving and light housework required; need recent childcare experience; legal, non-smoking, fluent english, reliable transportation, background check. Please call 703-323-9066

LOVING LIVE OUT NANNY NEEDED, for 4 month old infant girl, in McLean/Falls Church. Full time M-F 8am-6pm. Starting June 30th. Legal, English speaking non-smoking experienced with infants, drivers license, own transportation & references required. Please call 703-533-0927

MCLEAN family needs FT loving, reliable housekeeper/nanny for two boys, ages 4 and 6. Legal, non-smoker, good driving record experienced. English speaking. Call 202-509-9676

CHILD CARE WANTED

NORTH ARLINGTON Nanny Share. Family with 17 month old son seeking family to share nanny, 3 days/week. Flexible, call 703-812-1886

OLD TOWN ALEX. Loving nanny wanted to care for infant, 40 hrs/wk, non-smoker, references required, located near Metro, Call 703-548-5661

TYSONS Loving, energetic Nanny for 1 & 3 year old boys. Great Neighborhood. M-F, 8-6. Own car, experience, excellent references, fluent english, legal, non-smoking. 202-223-7337

CHILD CARE AVAILABLE

ARLINGTON Mother of 2 has immediate FT/PT childcare openings in Arlington Forest Home, M-F. Day hrs. Reasonable rates. CPR cert. 703-486-3193

CENTREVILLE Mom Has FT/PT Immediate Openings. Center Ridge School District. All Ages. Meals provided. Certified. CPR & First Aid. County permit. 13 years experience. Call Kim 703-631-3987

CHAMPS KIDS Fairfax County's finest child care specialist w/ 13 yrs exp. Low ratio. Birth - 4 yrs. Dynamic setting, state licensed, 1st Aid/CPR certified. Imm Openings for FT/PT. Planned activities. Appropriate for each age group. Hot nutritious meals. Exc refs. Intersection Hunter Mill Rd, Sunrise Valley Dr, Toll Rd. Convenient to Rt 7, Oakton. Chari 703-255-3444

FAIRFAX-VIENNA Family Day Care. Openings: newborn and infants. Lots of love and attention. Stimulating environment. Exc. References. Close to 66, 495 & Tysons Corner. Call today: 703-280-0059 202-258-3916

FALLS CHURCH, MCLEAN, ARLINGTON Daycare facility has openings: INFANTS to 3 years. Qualified provider, with 2 assistants, provide supportive environment for different developmental stages. 703-534-8925

GREAT FALLS I will care for your infant or toddler (Full time) with love at my home. Excellent references, 703-757-9556.

A LITTLE GREEN goes a long way in The Journal Newspaper

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CHILD CARE AVAILABLE

MCLEAN MOTHER with Child Development Degree, has FT/PT openings in infant/toddler and preschool program. Warm, loving, stimulating environment. State Licensed. Close to 66/495/Tyson's Corner. Call 703-847-9329

SEARCHING FOR A FAMILY FOR MY NANNY. Dependable. Has been with us for 5 years, would like to help her. Info, call Dorothy: 703-612-9662/703-590-2572

ELDER CARE AVAILABLE

IN-HOME CARE Seeking position as a caregiver. Weekends, nights & days. CNA with references available, looking for either PT or FT position. Call 301-206-6248

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THE JOURNAL NEWSPAPERS To place a classified ad please call: 1-800-233-2757

APARTMENTS FOR RENT - VA

ARLINGTON RIDGE 1BD 1BA w/ik dist to Pent City Metro, new floors, dw, gd, lots of closets. Secured bldg, pool, gar pkg. \$1200 incl utilities Avail Immed 240-472-8746

CENTREVILLE/FAIRFAX ALEXAN FAIRCREST Brand New Luxury Apartments 2 Bedroom/Bath From \$1195/month (866)321-1283 EHO

FAIRFAX ALL UTILITIES INCLUDED! 1 & 2 BR apts. Fully Equip. W/W, fitness ctr, pool. Metro accessible. 1 BR's from \$999 2BR's from \$1099 Call (703)273-8191

FAIRFAX Spacious apt. w/ FP, laundry facilities, walk to metro, bus line, carpeted, ideal for graduate student or professional. Call Dawn at 434-984-6008/434-960-0531

FALLS CHURCH HOME Great Location \$1,100/month. 1-Bedroom; 1-Bath; LR, DR, LR, alarm system. Perfect for married couple. N/S, avail 05/01/03. Includes utils. Call 703-237-3317

MCLEAN STUDIO BASEMENT Bright room, private entrance, kitchen & bath, washer/dryer, wall-to-wall carpet, seeking non-smoking, no pets, \$900/month, inc. Utilities. Call 703-534-1018

SPRINGFIELD CARDINAL FOREST Beautiful, new bath, kitchen, carpet, paint. 2 BR, recently remodeled, W. Springfield, H.S. District, near bus & metro, Call 703-815-8217

CONDOS FOR RENT - VA

ALEXANDRIA/HUNTINGTON METRO 2BR 1BA, Renovated Condominium, 1 block to metro. \$1,090 Available Immediately! GW Realty (703)921-5222 www.pricehouseonline.com

RESTON large 2 BR, 1.5 BA condo, like new, wooded setting, gas heat, cooking included, avail. now, short-term \$1600/month, long-term \$1200/month 703-476-0223

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CONDOS FOR RENT - VA

VIENNA/FAIRFAX CIRCLE near metro & Fair-oaks 2 BR, 2 BA, separate dining, new appliances \$1195/month, includes utilities, Security deposit required-Year's Lease 540-937-4166

HOUSES FOR RENT - MD

BETHESDA 3 Bedroom, 2 bath, single family house, quiet neighborhood in heart of Bethesda, walk to NIH, metro, Navy Medical. \$2,800/month. Call Mon-Fri 9am-5pm 800-732-9212

HOUSES FOR RENT - VA

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MANASSAS House for rent, 3 bedroom, 2 Bath \$1,275/month. Available 04/03 Please Call 703-447-7488

MANASSAS/SUDLEY VILLAGE Unfurnished 2 level Townhouse, \$1100/month. 3BR, 1.5BA, newly refurbished, new carpets, fresh paint. Available immediately. Call (703)754-2601

RESTON-SHADOWOOD 2BR, 2BA, W/D, Patio, up to 2 months free rent. \$1100/month, Electric. (703)567-5103

ROOMS

ANNANDALE Sunny upstairs, non-smoking efficiency. Single occupant, private entrance, full bath, cooking facilities, laundry, \$675 includes utilities/cable/internet. Year lease, references and security deposit required. 703-560-7795

BRISTOW room for rent in three level townhouse, with private bath. \$400/month + 1/3 utilities. Females preferred. 703-753-4429 leave message.

BURKE Townhouse on lake. Shers bathroom, kitchen, & deck, W/D, ample parking. Quiet/Grad Student/Professional Preferred \$400/month. Call Dawn at 434-984-6008 or 434-960-0531

FAIRFAX AREA Near Metro Station, 1 66, Bathroom, Laundry, Kitchen Privileges. No Smoking/No Pets. References required. \$500/month. Call Isabel or Giovanni 703-281-4460

ROOM FOR RENT in apartment near College Park Metro. \$600/month includes water, gas. No cats, smoking, drugs. Contact Jennifer 301-277-1854 or jench1977@hotmail.com

SPRINGFIELD MALL Single Family Home. Furnished room, cable TV, utilities included, laundry and kitchen privileges. Close to Metro. Please Available immediately! Call 703-971-3126

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VIENNA room for rent near Metro, \$600 rent/ utilities included. Deposit negotiable. Please Call (703) 573-9411

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FALLS CHURCH/TYSONS CORNER Professional female, non-smoking share 2BR, 2BA apt. master suite, w/d, pool, Route 7. \$865 plus 1/2 electric/ cable Avail 4/12 703-848-2161

HAYMARKET CHRISTIAN Female Professional to share Spacious non-smoking House. Quiet Neighborhood. Patio, Deck, Fireplace, Washer/Dryer, CAC, Plush room. Must See, no pets. \$550 inc. utilities. 703-754-9657

OAKTON Small furnished bedroom. Large 3 level Townhouse. Near 1-66 & Metro. Full house privileges. Smoking OK. \$475/month (includes utilities). Available Now. Call 703-281-0659.

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REHOBOTH Ocean side of Rt 1. 2-BR Beach House, A/C, W/D, Satellite TV, Screened Porch, Outdoor Shower, Quiet near Silver Lake, Sun-Fri, \$535-\$640. Call 703-978-6010

OPEN HOUSE - VIRGINIA

ALEXANDRIA \$399,000 8004 Lynnfield Dr. 703-768-7733 4 bedroom /3 full bath split foyer, with all major ticket items replaced. New screen porch and deck. Large level yard, Open Saturday 1-5pm.

BRISTOW Open House Sunday 3/23, 1-5

12309 Cold Stream Guard Ct. You don't want to miss this beautiful NV home (Collingworth model) in Braemar. Many upgrades incl hrdwd flrs on main, upgraded kit & app's, cust blinds & much more! Contact Michelle Burnett, Keller Williams Rity 703-674-1181

HOMES FOR SALE - VA

ALEXANDRIA Open House Sat/Sun, 12-4 Pinecrest/ Duke & 395, \$357,400. Fully Renovated Rambler. 3BR, 2FB, @ 2100 sq ft. FR, sep DR & brkfst rm, laundry, rec/ game/ exercise rms, Florida/ sun rm, wrkshp, 1 FP, wet bar/ bar, win trtments, gar, patio. Crr lot. 0.3 acr, dir access to Green Springs Pk. 4700 Merritt Rd. 22312 703-628-8641

ARLINGTON FORECLOSURE 4BR 2BA HOME FOR \$29,900 For Listings: 800-319-3323 xR156

FALLS CHURCH CITY Westmoreland Road

\$334,000 3 BR, 2 BA Single Family home for sale w/ 3 parking pads, newly refinished floors, central AC. MLS: FA441663 RE/MAX Leaders - Sherry Wilson & Co. 800-303-0115

WOODSTOCK, VA Beautiful Victorian, 4 bedrooms, 1.5 bath, jacuzzi, original woodwork, 2 out-buildings, central air, .75 acre. 45 minutes to Manassas. \$179,000. Call 540-459-7152 leave message.

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FOR SALE 2-Acre PAD SITE Zoned - CC (Restaurant/Bank & Daycare) White Plains, MD \$750,000 Cynthia Brown Brandywine Company Properties (301) 372-2943 1-877-492-8419 Brokers Welcome

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LEGALS

LEGALS

LEGALS

LEGALS

NOTICE OF PUBLIC HEARING

Pursuant to Sec. 15.2-1800.B. of the Code of Virginia (1950, as amended), please take notice that the Town Council of the Town of Clifton, Virginia (the "Town"), will conduct a public hearing regarding the proposed encumbering and sales of certain real properties owned by the Town or expected to be acquired by the Town within the next 30 days, having the locations, maximum loan amounts and minimum sales prices specified below:

Property Address				Maximum Loan Amount and Minimum Sales Price	
1066	Whales Run Ct	Virginia Beach	VA	23454	\$70,000
21	Christine Ct	Hampton	VA	23666	55,000
260	Burnetts Way	Suffolk	VA	23434	82,000
3243	Redgrove Ct	Virginia Beach	VA	23453	66,000
3216	Creekside Drive	Virginia Beach	VA	23453	60,000
191	E. Wexford Drive	Suffolk	VA	23434	92,000
2857	Lambert Trail	Chesapeake	VA	23323	77,000
3220	Ashaway Road	Virginia Beach	VA	23452	99,000
4920	April Avenue	Virginia Beach	VA	23464	82,000
18	Gawain Way	Hampton	VA	23689	63,000
26	Beasley Road	Lynchburg	VA	24501	95,000

Each of the foregoing properties is proposed to be encumbered by a first deed of trust, securing indebtedness not to exceed the respective maximum amounts, and to be sold for not less than the respective minimum amounts, specified above.

Said public hearing will take place on April 1, 2003, at 7:30 p.m., at the Clifton Town Meeting Hall, 12641 Chapel Road, Clifton, Virginia.

March 24, 2003

NVA11503638amh

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E-mail: legals@jml.com

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22312-6475

LEGALS

LEGAL NOTICE
Storage USA Facility Operators Sale for Non-Payment of Storage Charges Pursuant to the power of sale contained in VA Self Storage Act/Chapter 23/Section 55-416 to 55-123/Code of VA general charges and for the satisfaction of the facility operators lien. The following property will be sold at public auction on: April 8, 2003 at 10:30 am, on the premises of Storage USA, 2333 Telesar Court, Falls Church, VA 22042. Storage USA reserves the right to cancel a sale at any time for any reason. Fred Reger Auctions 397 Auctioneers.

Customer Name	Unit
Al Wacley Magby	164
Janice Jackson	231
Melvin Charley	328
Kevin Washington	110
Segundo Campos	320
Patrick Harrison	648-B
Michael Murphy	313
Glenn Miller	640
Robert Waugh	503
Kathryn Sue Wallen	824
George Canada	808

March 24, 25, 2003
NVA16508541hc

ABC LICENSE
Misung, Inc. trading as Bookchangdong Tofu, 7601 Little River Turnpike, Suite 101, Annandale, Fairfax, Virginia 22003 is applying to the VIRGINIA DEPARTMENT OF ALCOHOLIC BEVERAGE CONTROL for a Wine and Beer On Premises & Mixed Beverages License to sell or manufacture alcoholic beverages.
Myung Ock Kang/President

March 17, 24, 2003
NVA16508449ah



A LITTLE GREEN

goes a long way in

The Journal

Newspaper

1-800-233-2757

File copy

USE PERMIT

TOWN OF CLIFTON, VIRGINIA

NAME OF APPLICANT: Michael Booth

NAME OF OWNER: Michael and Christine Booth

ADDRESS OF PREMISES: 7204 Main Street, Clifton, VA 20124

TAX MAP NUMBER: 075-4-02-0095-B

ZONING DISTRICT: Residential

TYPE OF USE: Installation of windows in foundation wall of finished basement

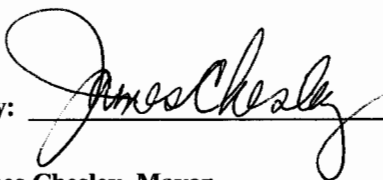
SPECIFIC RESTRICTIONS: None

FEE: \$25.00

The above use is found to be in conformity with the provisions of the Town of Clifton Town Ordinances.

On the serving of a notice by the Town of Clifton of any violation of any such provisions or requirements with respect to any building or the use thereof, or the use of land, this Use Permit shall become null and void as provided in the Clifton Town Ordinances, Chapter 1, Section 16, and Chapter 9, Section 14, and a new Use Permit shall be required for any further use of such building or land.

(Town Seal)

Approved by: 

James Chesley, Mayor

Date: 3/28/03

Town of Clifton
Balance Sheet Prev Year Comparison
As of March 31, 2003

	Mar 31, 03	Mar 31, 02	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
Checking	1,544.04	6,835.39	-5,291.35	-77.4%
Investments				
Clifton Heights Escrow	5,680.60	5,680.60	0.00	0.0%
Investments - Other	79,008.55	68,570.63	10,437.92	15.2%
Total Investments	<u>84,689.15</u>	<u>74,251.23</u>	<u>10,437.92</u>	<u>14.1%</u>
Total Checking/Savings	<u>86,233.19</u>	<u>81,086.62</u>	<u>5,146.57</u>	<u>6.4%</u>
Accounts Receivable				
Accounts Receivable				
BPOL Receivable	198.47	168.47	30.00	17.8%
Accounts Receivable - Other	1,000.18	1,000.18	0.00	0.0%
Total Accounts Receivable	<u>1,198.65</u>	<u>1,168.65</u>	<u>30.00</u>	<u>2.6%</u>
Total Accounts Receivable	<u>1,198.65</u>	<u>1,168.65</u>	<u>30.00</u>	<u>2.6%</u>
Total Current Assets	<u>87,431.84</u>	<u>82,255.27</u>	<u>5,176.57</u>	<u>6.3%</u>
Fixed Assets				
Fixed Assets				
Land	113,469.06	113,469.06	0.00	0.0%
Buildings	11,353.56	11,353.56	0.00	0.0%
Equipment	17,124.22	13,024.22	4,100.00	31.5%
Improvements	77,956.75	77,956.75	0.00	0.0%
Total Fixed Assets	<u>219,903.59</u>	<u>215,803.59</u>	<u>4,100.00</u>	<u>1.9%</u>
Total Fixed Assets	<u>219,903.59</u>	<u>215,803.59</u>	<u>4,100.00</u>	<u>1.9%</u>
Other Assets				
Other Asset				
Prepaid Expenses	136.00	136.00	0.00	0.0%
Prepaid Insurance	270.11	270.11	0.00	0.0%
Total Other Asset	<u>406.11</u>	<u>406.11</u>	<u>0.00</u>	<u>0.0%</u>
Total Other Assets	<u>406.11</u>	<u>406.11</u>	<u>0.00</u>	<u>0.0%</u>
TOTAL ASSETS	<u>307,741.54</u>	<u>298,464.97</u>	<u>9,276.57</u>	<u>3.1%</u>
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
Accounts Payable	-117.54	-117.54	0.00	0.0%
Total Accounts Payable	<u>-117.54</u>	<u>-117.54</u>	<u>0.00</u>	<u>0.0%</u>
Other Current Liabilities				
Escrow for PC -Clifton Heights	5,605.60	5,680.60	-75.00	-1.3%
Total Other Current Liabilities	<u>5,605.60</u>	<u>5,680.60</u>	<u>-75.00</u>	<u>-1.3%</u>
Total Current Liabilities	<u>5,488.06</u>	<u>5,563.06</u>	<u>-75.00</u>	<u>-1.4%</u>
Total Liabilities	<u>5,488.06</u>	<u>5,563.06</u>	<u>-75.00</u>	<u>-1.4%</u>
Equity				
Opening Bal G.F. Equity	22,037.95	22,342.95	-305.00	-1.4%
Opening Bal CIF Equity	220,901.68	220,901.68	0.00	0.0%
Retained Earnings	29,477.17	25,560.19	3,916.98	15.3%
Net Income	29,836.68	24,097.09	5,739.59	23.8%
Total Equity	<u>302,253.48</u>	<u>292,901.91</u>	<u>9,351.57</u>	<u>3.2%</u>
TOTAL LIABILITIES & EQUITY	<u>307,741.54</u>	<u>298,464.97</u>	<u>9,276.57</u>	<u>3.1%</u>

Town of Clifton
Profit & Loss Budget vs. Actual
July 2002 through March 2003

	Jul '02 - Mar 03	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
HUD Homes	17,179			
Returned Check Charges	6			
Playground Reserve Donations	1,025			
Grants				
Federal				
Federal Grant-Land				
Town Match - Land	0	9,000	(9,000)	0%
CBA Match - Land	0	9,000	(9,000)	0%
Federal Grant-Land - Other	0	72,000	(72,000)	0%
Total Federal Grant-Land	0	90,000	(90,000)	0%
Transportation Project-Trails				
CBA Match - Trails	0	3,393	(3,393)	0%
Town Inkind -Trails	0	3,393	(3,393)	0%
Transportation Project-Trails - Other	0	27,144	(27,144)	0%
Total Transportation Project-Trails	0	33,930	(33,930)	0%
Total Federal	0	123,930	(123,930)	0%
State				
Dept Criminal Justice Grant	4,100			
Fire Program Funds	0	4,000	(4,000)	0%
Total State	4,100	4,000	100	103%
Total Grants	4,100	127,930	(123,830)	3%
Tax and Permits Revenue				
Utility Consumption Tax	816	837	(21)	97%
Motor Vehicle Tags	5,028	4,713	315	107%
Sales Tax	7,931	11,250	(3,319)	71%
Cigarette Tax	958	1,350	(392)	71%
BPOL tax	13,054	15,000	(1,946)	87%
ABC Profits	431	630	(199)	68%
Use Permits	950	1,238	(288)	77%
ARB Permits	50	90	(40)	56%
PC-Subdivision	0	1,500	(1,500)	0%
Railroad Tax	1,377	1,504	(127)	92%
Total Tax and Permits Revenue	30,596	38,112	(7,516)	80%
Community Hall Revenues				
Community Hall Donations	0	4,600	(4,600)	0%
Community Hall Rentals	13,580	9,315	4,265	146%
Total Community Hall Revenues	13,580	13,915	(335)	98%
Car Show Income	0	125	(125)	0%
Haunted Trail Event	5,075	6,000	(925)	85%
Clifton Day Revenues	262	1,000	(738)	26%
Homes Tour	2,301	2,200	101	105%
Farmers' Market Income	0	300	(300)	0%
Park Rental	75	200	(125)	38%
Interest Income	162	484	(322)	34%
S.R. - Litter Control Grant	1,000	1,100	(100)	91%
Other Income	77			
Total Income	75,437	191,365	(115,928)	39%
Expense				
Returned Check Bank Charges	6			
Payroll Expenses				
Gross Wages				
Town Clerk (Recording)	1,875	1,875	0	100%
Town Treasurer	1,875	1,875	0	100%
Total Gross Wages	3,750	3,750	0	100%
Payroll Taxes				
FICA	574	465	109	123%

Town of Clifton
Profit & Loss Budget vs. Actual
July 2002 through March 2003

	Jul '02 - Mar 03	Budget	\$ Over Budget	% of Budget
Medicare	0	109	(109)	0%
Total Payroll Taxes	574	574	0	100%
Total Payroll Expenses	4,324	4,324	0	100%
Contractual				
Insurance	4,486	3,440	1,046	130%
Town Government				
Architectural Review Board	0	375	(375)	0%
Planning Commission	404	1,125	(721)	36%
Total Town Government	404	1,500	(1,095)	27%
Professional Fees				
Accounting	0	2,500	(2,500)	0%
Legal Fees	4,200	5,500	(1,300)	76%
Special Counsel	0	8,625	(8,625)	0%
Total Professional Fees	4,200	16,625	(12,425)	25%
Rent				
Railroad Siding Rental	775	800	(25)	97%
Ayre Square Rental	321	500	(179)	64%
Total Rent	1,096	1,300	(204)	84%
Town Maintenance				
Beautification Comm.	0	1,875	(1,875)	0%
Grounds Maintenance	743	2,625	(1,882)	28%
Town Hall Maintenance	400	7,500	(7,100)	5%
Total Town Maintenance	1,143	12,000	(10,857)	10%
Town Services				
Fire Program	0	4,000	(4,000)	0%
Grass Mowing	2,850	1,750	1,100	163%
Trash Collection	1,264	1,269	(5)	100%
Total Town Services	4,114	7,019	(2,905)	59%
Utilities				
Gas and Electric	(192)	1,875	(2,067)	(10)%
Water	220	225	(6)	98%
Total Utilities	27	2,100	(2,073)	1%
Legal Advertising	0	750	(750)	0%
Printing and Reproduction	0	450	(450)	0%
Dues and Subscriptions				
Va. Municipal League	306	310	(4)	99%
Dues and Subscriptions - Other	144	158	(14)	91%
Total Dues and Subscriptions	450	468	(18)	96%
Mayoral Reimbursement	1,056	1,350	(294)	.78%
Caboose Expenses				
Caboose Electric	162	225	(63)	72%
Caboose - Trentane Gas	194	225	(31)	86%
Caboose Maintenance	0	1,875	(1,875)	0%
Total Caboose Expenses	357	2,325	(1,968)	15%
Community Hall Expenses				
C.H.-Equipment	0	1,500	(1,500)	0%
C.H.-General Maintenance	2,046	2,175	(129)	94%
C.H.-Cleaning	3,450	1,350	2,100	256%
C.H. Floors	1,500	1,800	(300)	83%
C.H. - Electric	7,649	7,219	429	106%
C.H.-Management Fee	2,716	2,550	166	107%
Community Hall Expenses - Other	116			
Total Community Hall Expenses	17,477	16,594	883	105%
Clifton Day Expenses	0	950	(950)	0%
Homes Tour/Bazaar Exp	1,794	600	1,194	299%
Miscellaneous	427	3,750	(3,323)	11%

Town of Clifton
Profit & Loss Budget vs. Actual
July 2002 through March 2003

	Jul '02 - Mar 03	Budget	\$ Over Budget	% of Budget
Total Contractual	37,031	71,220	(34,189)	52%
Car Show Expense	0	125	(125)	0%
Farmers' Market Expense	0	100	(100)	0%
Haunted Trail Expenses	1,080	2,000	(920)	54%
Commodities				
Copies	88	225	(137)	39%
Postage and Delivery	357	324	33	110%
Computer Supplies	591	900	(309)	66%
Office Supplies	504	675	(171)	75%
License Plates	0	550	(550)	0%
Miscellaneous	1,373	750	623	183%
Total Commodities	2,913	3,424	(511)	85%
CIF Expenses				
CIF-Playground Impr.	0	750	(750)	0%
CIF-Miscellaneous	0	750	(750)	0%
Total CIF Expenses	0	1,500	(1,500)	0%
Fed Fund-Transportation Proj				
F.F. - Transp. Project-Land	0	90,000	(90,000)	0%
F.F.- Transp. Project-Trails	247	30,537	(30,290)	1%
F. F.-Transp - Inkind Srvs	0	3,393	(3,393)	0%
Total Fed Fund-Transportation Proj	247	123,930	(123,683)	0%
Total Expense	45,600	206,623	(161,022)	22%
Net Ordinary Income	29,837	(15,258)	45,094	(196)%
Income	29,837	(15,258)	45,094	(196)%

Minutes
Clifton Town Council Meeting
Tuesday, May 6, 2003
Clifton Town Meeting Hall

Present: Mayor Jim Chesley, Mac Arnold, Margo Buckley, Laura Harrington, Bill Hollaway (7:45), Wayne Nickum, residents and guests of the town

The Pledge of Allegiance was said by all.

Public Hearing:

1. Motion made for Laura Harrington to chair hearing in place of Mayor Chesley during NOVEC franchise discussion. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Nickum. (Mayor Chesley steps down.)
2. NOVEC 40 year franchise: no other bids received at this time.
3. No public comments.
4. Motion made to close NOVEC portion of public hearing. Passed unanimously: Arnold, Buckley, Harrington, Nickum.
5. Motion made to re-open public hearing. Passed unanimously: Arnold, Buckley, Harrington, Nickum.
6. HUD properties update: 61 properties have been bid on, 15 rejected. Present inventory is comprised of nine properties. Latest commission total is \$96,254, year to date, January-April, 2003.
7. Proposed charter change regarding vice-mayor. No comments from the public.
8. Motion made to close hearing. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

Town Council Meeting:

1. Motion made to approve minutes of Town Council meeting of April 1, 2003. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.
2. Motion made to approve minutes of special Town Council meeting of April 21, 2003. Ayes: Chesley, Arnold, Hollaway, Nickum. Abstain: Buckley, Harrington. Motion passes.
3. Treasurer's report: Marilyn Barton
 - a. Motion made to approve report. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.
 - b. Request from Deb Dillard to increase advertising budget for Farmer's Market to \$600.
 - c. June agenda: FY2004 budget
4. Request received from CCWC to display banner for 2003 Homes Tour. Motion made to approve. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.
5. Citizens' remarks:
 - a. Michelle Stein, CBA President: so far, over 100 individuals have registered for the Twilight Run. This year there will be a new course which will begin on Chapel Street.
6. Charter change adoption involving selection of vice-mayor to fill in for mayor when necessary. (Section 3A of Charter) Motion made to adopt proposed change that governing body shall elect vice-chairman. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.
7. NOVEC franchise agreement. (Mayor Chesley steps down during discussion.) Bids were advertised; no one responded except NOVEC. Discussion of big poles, suggestion that Cox move their cables and

replace with fiber optics. The town wants wood, not metal, poles, and to delineate pecking order on poles as follows: NOVEC, COX, VERIZON. Criticism of Attachment "A" of agreement and question of where guys and anchors are going. At present there are no specifics. We need to see plan and other franchise agreements NOVEC has with other towns. Also, payment of franchise fees need to be investigated, according to Bill Hollaway. According to Mayor Chesley, NOVEC does not pay these. At June Town Council meeting these issues will be voted on. Motion made to table these issues until June Town Council meeting. Ayes: Arnold, Buckley, Harrington, Hollaway, Nickum. Abstain: Chesley. Motion passes.

8. Discussion of replacement of Rod Williams, Town Attorney. Motion made to form a committee (made up of Brant Baber, Mac Arnold, and Bill Hollaway) to select replacement, subject to town approval. Ayes: Chesley, Buckley, Harrington, Hollaway, Nickum. Abstain: Mac Arnold.

9. ARB: Laura Harrington

a. Church plans being reviewed; size concerns, no decisions

10. Planning: No report

11. Police presence in town

a. Citizen Tom Peterson 's concerns: back up of traffic until 7:25 P.M., parents of Clifton Elementary School and town residents targeted

b. Citizen Deb Dillard in favor of presence, means she can safely cross Main Street with her young daughter.

c.. Citizen Richard King thinks police make others aware of speed, and feels drunk drivers need to be apprehended.

d. Citizen Linda Goldstein likes police near her street, Glencove Drive, where motorcycles speed on weekends.

e. Citizen Michelle Stein likes police, feels they keep crime down in town.

f. Citizen Brant Baber also supports presence and feels it would be very unwise to discourage police. Police don't cause backups, people do.

g. Citizen Geoff Engel would like police to try different times, not just rush hour when it can take up to 1 1/2 hours to reach town.

h. Citizen Tom Peterson would like to see a scaling back to alternative times, and would like to form a committee to look into different times. He likes police, not the daily delays.

i. Mayor Chesley very supportive of police presence in town. He hopes there will be less running of stop signs and more respect for our town and residents.

12. Issue of motor vehicles failing to yield to pedestrians. Fairfax County recently approved \$500 fine for failure to yield to pedestrians. Motion made for town to seek participation in a similar program with appropriate signage and to look into details of signage. Ayes: Chesley, Arnold, Buckley, Harrington, Hollaway. Nay: Nickum. Motion passes.

13. HUD report: Brant Baber

a. Motion made to authorize sale of HUD properties. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

b. Insurance policy: Brant looked into and found that there is no surity bond at present; move of accept \$100,000 guarantee to replace \$500,000 surity bond. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

14. Gilliam property, issue of contingency in contract, to be satisfied by Thursday, May 8, 2003.

15. Industrial Authority: Alan Feldenkris did not accept appointment. Steve Effros will replace. Motion made to approve. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

16. Enforcement Committee: ARB/Planning Commission. Royce Jarrendt did not accept, asked that

Donna Netschert replace him. She accepted. Motion made to approve Donna Netschert. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

17. Discussion of fertilizer cost for Gazebo Park, Ayre Square, and Old Town Hall property. \$230 allocated.

18. Motion made to enter closed executive session to discuss matters pertaining to Gilliam property. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

19. Motion made to reconvene in open session. Mac Arnold noted that matters only pertaining to Gilliam property were discussed in closed session. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

20. Motion made to adjourn. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

June agenda:

- NOVEC franchise; Rod

• worker jobs
 • more details - attach "A"
 • right issues assessment

File copy
 May 2003

CLIFTON TOWN COUNCIL MEETING AGENDA

TUESDAY, May 6, 2003, 7:30 P.M.
 CLIFTON TOWN MEETING HALL
 12621 CHAPEL ROAD
 CLIFTON, VA 20124

PUBLIC HEARING:

1. HUD properties update
2. Open bid: NOVEC franchise
3. FY2004 budget
4. New district ordinance

→ no other bids rec'd

TOWN COUNCIL MEETING:

Order of business

1. Reading of minutes of last regular meeting and any subsequent special meetings
2. Report of the Treasurer
3. Reading of communications
4. Citizens' remarks
 - A. Suggestions or complaints of citizens and taxpayers, and other persons authorized by the Mayor to address the Council
 - B. Each person wishing to address the Council shall, when recognized by the Mayor:
 - i. Give his or her name and address
 - ii. Direct his or her remarks to the Council and not to other citizens present
 - iii. Be limited to one period of not over five (5) minutes, unless granted additional time by unanimous consent of the Council
 - C. Priority shall be given to persons who have signified to the Clerk their desire to address the Council.
 - D. The Mayor shall enforce this Subsection.
5. Unfinished business
6. Reports of special committees
7. Reports of standing committees, in the order as may be determined by the Mayor
 - ✓ Architectural Review Board (ARB)
 - ✓ Planning Commission
 - ✓ Board of Zoning Appeals (BZA)
8. New business
 - ✓ Police presence in town
 - ✓ Motorists' failure to yield to pedestrians in town
9. Old business
 - Industrial Authority
10. Adjournment

no reports

add:

- ✓ Charter chg.
- ✓ NOVEC franchise

→ vice-mayor

If anyone attending the Town Council meeting needs a sign language interpreter, or any other type of special accommodation or auxiliary aid, please call Jim Chesley at 703-830-2129. 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.

What time is it, honey?
I am ready to GO TO BED!

Commercial Lending Corporation, LLC

May 2003

10301 Democracy Lane
Suite 120
Fairfax, VA 22030
Phone (703) 273-7774
Fax (703) 273-7775

6111 Sandstone Court
Clifton, VA 20124
Phone (703) 266-3101
Fax (703) 266-1219
email telcpa@cox.net

March 31, 2003

Mayor and Town Council
Town of Clifton, Virginia

Commercial Lending Corporation, LLC ("CLC") entered in a Contract for Services, dated November 19, 2002 (the "Contract") with the Town of Clifton. Under Section 5 of the Contract, CLC agreed to indemnify the Town for all losses and costs as a result of or arising out of the failure of CLC to comply with any provisions of the HUD Program or applicable federal or state law, or the willful or negligent acts, omissions, or failure to act when imposed by duty, law, or this Contract, of CLC, or its employees, contractors and/or agents, or any individual acting on the direction of CLC or whose services are contracted for, by, on behalf of, or for the benefit of CLC or the Town, relating or arising out of this Contract and as a consequence of the performance of the services by CLC (collectively, "Losses"). As additional security for its indemnity obligation, CLC is obligated to provide to the Town an insurance policy, bond or other financial instrument, issued by an entity authorized to conduct business in the Commonwealth of Virginia and rated by A.M. Best not lower than B+, or Standard & Poor's Corporation and rated not lower than BBB, in the amount of Five Hundred Thousand Dollars (\$500,000.00), naming the Town as the beneficiary of such instrument, with a term not shorter than the term of this Contract, as extended from time to time, and in such form as is reasonably satisfactory to the Town.

CLC has diligently attempted to obtain the required additional security. We obtained an insurance policy which was intended to serve this function, only to find upon receipt of the policy that its exclusions made it nonresponsive. We then retained Dygve Insurance to attempt to obtain such coverage, and were also unable to obtain such coverage from their company.

In order to keep faith with the Town, we are informing you of CLC's inability to comply with the additional security provision of Section 5 of the Contract. We propose that the Contract be amended to provide that the additional security constitute personal guarantees of CLC's indemnity obligation, given by John Eubank and Tim Lewis, the persons who are performing CLC's functions under the Contract, in the total amount of \$100,000. Our suggested amendment is attached as an exhibit to this letter.

Please let us know how the Town would like to proceed on this matter.

Very truly yours,

cc: Rod Williams, Esq.
Brant Baber

John D. Eubank
Operating Manager

First Amendment to Contract for Services

This Amendment to Contract for Services, dated as of November 19, 2002 (the "Contract"), between Commercial Lending Corporation, LLC ("CLC") and the Town of Clifton, Virginia (the "Town"), is being entered into as of April __, 2003, and effective as of November 19, 2002, for the purpose of amending and restating the last paragraph of Section 5 of the Contract to read as follows:

"To provide security to the Town for the performance and completion of CLC's duties under this Contract in a manner free from any liability as provided for under the above indemnification provisions or otherwise under this Contract, John D. Eubank and Timothy E. Lewis hereby agree, by execution of this Contract, to jointly and severally guarantee to the Town payment of CLC's indemnity obligation up to the sum of One Hundred Thousand Dollars (\$100,000) in the aggregate. In addition, during any period that any claim for indemnification is made by the Town and not satisfied in full by CLC, all fees payable hereunder to CLC shall not be disbursed to CLC."

CLC:

COMMERCIAL LENDING CORPORATION, LLC
A Virginia limited liability company

By: _____ (SEAL)

Name: John D. Eubank
Title: Operating Manager

Witness

THE TOWN:

TOWN OF CLIFTON, VIRGINIA,
a Virginia Municipal Corporation

By: _____ (SEAL)

Name: James C. Chesley
Title: Mayor

Witness

PERSONAL GUARANTY

Each of the undersigned hereby jointly and severally guarantee to the Town of Clifton, Virginia payment of the indemnity obligation of Commercial Lending Corporation, LLC under Section 5 of the Contract for Services, dated November 19, 2002, as amended, up to the sum of One Hundred Thousand Dollars (\$100,000) in the aggregate.

This Personal Guaranty is being entered into as of April __, 2003, and is effective as of November 19, 2002.

Date: April __, 2003

John D. Eubank

Date: April __, 2003

Timothy E. Lewis

Present: all
except Hollaway and
Williams

Public Hearing

Jimmy steps out for H.U.D.)
Motion for L. Harrington to chair

① NOVEC 2
40 yr franchise up for

No public comments
Motion to close mtg. - passed unan.
Nickum, Harrington, Buckley, Arnold

John Eubanks

② ~~Charter City~~ ~~HUD~~
properties
B. Baker

Motion to open Public Hearing -
Unanimous - Buckley, Nickum, Arnold,
Harrington

Offered on — properties
- Bids - 61 properties
- Rejected 15 "

HUD has
resale
business

Inventories
Moving quickly !!

latest
total:
\$96,254

Year to
date -
4 months

see bottom of report

#2

5/6/03

Motion to close - P.H.

Unanimous

Chesley

Arnold

Buckley

Harrington

Nickum

6 members present

*

Proposed charter chg. - re. vice-mayor

2004 Budget 2

Deb Dilliard → Farmer's Market

Advertising budget increase requested by Deb → \$600, to proposed

Motion to close P.H.
Unan.

Opening:

T.C. Mtg.

①+②

P.H.

Note: authorized 7 PM - not

Minutes
from 2
T.C. mtg

7:30 P.M.

Motion to approve minutes

Bill H. arrived - 7:45

Unan.

③ Treasurer's report: M. Barton

Motion to approve: Unan.

Next T.C. mtg. > FY2004 budget
(June) approval

④ 4/11 Homes
CWA Town banner -
request

Mot. to approve - unan.

⑤ Citizen's Reminders

① M. Steinh - (CBA)

5/8 mtg.

Mon 10 A.M. Signing?

Run - new 100 how registered
new course this year -

* June - premier
screenings - new
ocloquon film

CLIFTON TOWN COUNCIL MEETING AGENDA

TUESDAY, May 6, 2003, 7:30 P.M.
CLIFTON TOWN MEETING HALL
12641 CHAPEL ROAD
CLIFTON, VA 20124

PUBLIC HEARING:

1. HUD properties update
2. Open bid: NOVEC franchise
3. FY2004 budget
4. New district ordinance

TOWN COUNCIL MEETING:

Order of business

1. Reading of minutes of last regular meeting and any subsequent special meetings
2. Report of the Treasurer
3. Reading of communications
4. Citizens' remarks
 - A. Suggestions or complaints of citizens and taxpayers, and other persons authorized by the Mayor to address the Council
 - B. Such persons wishing to address the Council shall, when recognized by the Mayor:
 - i. Give his or her name and address
 - ii. Deliver his or her remarks to the Council and not to other persons present
 - iii. Be limited to one period of not over five (5) minutes, unless granted additional time by unanimous consent of the Council
 - C. Priority shall be given to persons who have notified to the Clerk their desire to address the Council.
 - D. The Mayor shall enforce this Subsection.
5. Unfinished business
6. Reports of special committees
7. Reports of standing committees, in the order as may be determined by the Mayor
 - Architectural Review Board (ARB)
 - Planning Commission
 - Board of Zoning Appeals (BZA)
8. New business
 - Police presence in town
 - Motorists' failure to yield to pedestrians in town
9. Other business
 - Industrial Authority
10. Adjournment

If anyone attending the Town Council meeting needs a sign language interpreter, or any other type of special accommodations or assistance and, please call Don E. Smith at 703-688-1234. 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.

⑥ New district ordinance (??) - put on June calendar 7 public hearing
7:30 P.M. → June T.C. mtg. (#4)

⑦ Charter chg. adoption - select
re: chg. gov't body shall elect V-chairman
to fill in for mayor - proposed amendment:

Section 3A of Charter

Motion to adopt proposed chg. -
Unanimous

[No comment from general public]
at public hearing

ask Wayne
for clarification
time

motion carries

⑧ NOVEC - Jimmy steps down from Council during franchise agreement -

this discussion

Bids were advertised - no one responded except NOVEC 2

Questioning of Attachment "A"

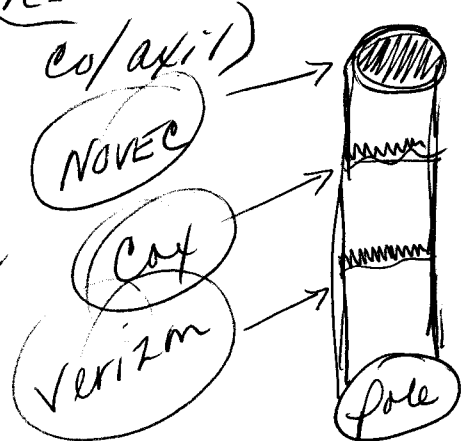
(Issue of easements involved)

above roof lines of homes

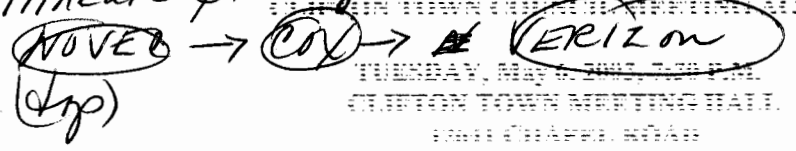
Big poles - force Coy to move their cables & go to fiber optics
Take down bundles, opp poles - co/axial

Coy

Losing the big bundles which are not tightly



- Issues:
- Metal/wood pole issue - we want wood
 - Last sentence Att. A
 - Delineate picking order by poles as follows



CLAYTON TOWN BOARD
 TUESDAY, MAY 6, 2008, 7:00 PM
 CLAYTON TOWN MEETING HALL
 1000 CHAPEL ROAD
 CLAYTON, VA 23041

PAGE

1. Board Business

2. Open House

3. BYEMEA

4. Report of the Treasurer

5. Report of the Communications

6. Reading of minutes of last regular meeting and any subsequent special meetings

7. Report of the Treasurer

8. Reading of communications

NOVEC continued

#5 T.C. Minutes

* Criticism of Attachment "A" of agreement -
 + where are guys + anchors going? No specifics -
 we need to see plan - what easement
 do we need to get?
 + other franchise agreement NOVEC had
 w/ other towns -
 payments of franchise fees - are we
 entitled? Must look into this per Bill
 Hollaway > could we be receiving extra \$\$?
 According to Tim: NOVEC doesn't pay these

fees

* Vote on this next T.C. mtg - June

* Motion to table until June
 T.C. mtg. under.
 all except Chesley

New lawyer to replace Rod Wms - ?
Brant ship be prepared to pay more than
we have been used to - he will help
Select along w/ Brant, Mac, + Bill

Motion to form com to
select town attorney - subj. to T.C. approval
Unanimous - ~~app~~ yes - all except:
Abstain - Mac

#7 ARB -
Church plans being reviewed -
size concerns - no decisions

#8 Flannery - no

#9 BZA - no

#10 Police presence in town:
concerns: back-ups of traffic
too much police presence ?? overkill??

Tom Peterson - other problems created -
by presence - traffic backed up
by 7:25 P.M. - Clifton residents
targeted? Parents at C. Elem. school
ticketed [??] -

Deb Dillard likes police here! -
She wants it to continue !!



~~###~~

Richard King - accidents waiting to happen -
drunks need to be apprehended -
King thinks it makes people aware
if he likes the police here!

A Linda Goldstein - Glenn Cove -
young men - motorcycles - she likes
the presence very much

M. Stein likes police here - she
doesn't want them to leave - they keep
crime down

B. Baber - supports presence - may be
unwise to discourage police - good to
have squeaky wheel!
police don't cause back-ups!
people do!

Geoff Engel

Geoff Engel - would like police
to try different times -
may, very slow (1 1/2 hrs?) to reach
train during rush hour

Tom Peterson -
alternative times?

Scaling back → Let's form a committee to
look into different times
[Chief: Sully district

Lev- likes police, not delays -
Could police direct
GOLDSTEINS: very much in favor

Jimmy - very supportive
Clg. hours of enforcement?
night + weekends are more preferred
Page #8

Back-up [VRE, trains] caused by:

11. Pedestrians: failure to yield to pedestrians by motorists - proposal

\$500 fine in Fairfax Co.

VA code violation -
Tx Co. just approved \$500 fine
(with sign)

We have 5 crosswalks -
must request signs to be displayed -
\$500. fine enforced!!
+ mandatory court appearance

Motion for Tom to seek participation in this program + signage & look into ~~the~~ details of signs -

[24x20"]

Opposed - Wayne
all the rest in favor -

Police will not give scheduled - Wayne wants (stats)

running stop signs - people don't respect our town! or our residents/animals!

12) B. Baker reporting -

- HUD -
- authorize sale of homes
- motion to approve - Unan.
- Insurance policy - Brant looked into
- no surety bond at present
- move to revise LLC
- to accept \$100,000
- Guarantee to replace \$500,000
- surety bond

\$12,000
 from fund
 for CBA
 for Gilliam

passed Unan.

- 14) ~~Gilliam~~ property - issue of
- contingency in contract -
- satisfied by Thurs. 5/8/03

13)

Industrial Authority - Alan
 Feldenkris declined involvement -
 did not accept app't - Effros to
 replace - willing
 motion to approve Steve -
 Unan.

Enforcement comm.
 AREB/Plannings

Royce: no - asked
 D. Netschert to
 replace him - she

said ok
 Motion to app't Donna N. -
 Unan.

\$230

- 14) Nursery
- 1st stage - fertilizer applied
- to gazebo park, Ayre square of Old Town
- hall
- property

TOWN OF CLIFTON, VIRGINIA

FRANCHISE AGREEMENT

TERMS AND CONDITIONS FOR USE OF TOWN'S RIGHTS OF WAY TO PROVIDE ELECTRIC
DISTRUBUTION SERVICES

May
2003

This Agreement (the "Agreement") is dated this ___ day of _____, 2003 by and between the TOWN OF CLIFTON, a Virginia municipal corporation (the "Town") and NORTHERN VIRGINIA ELECTRIC COOPERATIVE, a Virginia corporation ("Franchisee"), having its principal place of business at 10323 Lomond Drive, Manassas, Virginia.

Section 1. Town awards to Franchisee, its successors and assigns, for the term of forty years after the Effective Date (as defined in Section 9), and subject to the conditions and limitations described herein, a non-exclusive franchise to use the streets, alleys, rights-of-way, and public places of the Town. The purpose of this grant is to allow Franchisee's construction and maintenance of an electric distribution system of underground and overhead facilities for which permits may be issued by the Town ("Facilities") for the purpose of placing there the Franchisee's wires, cables and appurtenances thereto for providing electric and telecommunications services. It is the intent of both Town and Franchisee that Franchisee shall use the space on poles, both wooden and metal, as required to provide service to its customers. Franchisee's duties and obligations to Town also include, but are not limited to, the scope of improvements described on Attachment "A" to this Agreement.

Section 2. Prior to construction in and under the streets, alleys, rights-of-way, and public places of the Town, Franchisee must obtain (if it can) approval from the Town of Franchisee's plans, showing the location of the proposed Facilities. Any approval will be in the form of an excavation permit. If such Facilities are already in existence, Franchisee is authorized to use those Facilities.

Section 3. Franchisee agrees to relocate at its own expense, unless otherwise provided by general law of this Commonwealth and by the ordinance of the Town, within one hundred twenty days of written notification from the Town, all Facilities which, in the reasonable discretion of the Town using recognized engineering standards, interfere, disturb or conflict with the operation, relocation, improvement, repair, construction or maintenance of present or future streets, alleys, rights-of-way, public grounds, storm drainage systems, sewer systems, water mains or other public facilities.

Franchisee shall relocate the Facilities using like construction, or better, if technological advances warrant such, to such places designated by the Town. The Town shall use reasonable good faith efforts to designate locations for any relocated Facilities that will permit Franchisee to continue efficiently to serve its existing and future customers. Any Town permits needed as a result of a relocation request by the Town, shall be of no cost to Franchisee.

Section 4. If Franchisee shall, in the construction, operation, replacement, maintenance, removal or repair of its Facilities, damage any pavement, street, alley, sidewalk,

sewer, water or other pipe or other public property belonging to the Town, Franchisee shall promptly repair the same at its own cost and expense. If Franchisee shall default in this obligation, the Town may cure such default and shall charge the work to the Franchisee in accordance with the Town's then current standard rates for such work. However, prior to performing any such work, the Town will give Franchisee written notice of the default and a period of thirty days after receipt of such notice within which to cure the default. The Town shall extend the thirty-day period for a reasonable time if such default cannot reasonably be cured within such period and Franchisee has commenced and is diligently pursuing such cure. If Franchisee does not so cure the default; the Town will provide Franchisee with a written notice advising of the expiration of the cure period and stating the date (which date shall be no less than three business days after Franchisee's receipt of such notices) on which the Town intends to commence the work on Franchisee's behalf.

Notwithstanding the foregoing, if such default threatens the public health or safety, the Town shall make a reasonable effort to provide Franchisee with telephonic notice and an opportunity to immediately cure such default. If the Town is unable to reasonably provide such notice or Franchisee fails to immediately cure the default, the Town may commence the cure on Franchisee's behalf. In any event, the Town shall immediately thereafter provide Franchisee with written notice of Town's performance of such emergency work.

Except in an emergency, prior to commencing work on any street, alley, right-of-way, or public ground, Franchisee shall obtain an excavation permit or other necessary approval to do such work and shall exercise reasonable judgment in order to avoid any inconvenience to the general public or the Town's work forces. Franchisee shall not impede the flow of traffic to any greater extent than is reasonably necessary in performing any maintenance, removal, replacement, construction or repairs. Franchisee shall strictly abide by the permit or approval requirements, including those requirements relating to time limitations.

Franchisee is bound by all applicable police power measures now or in the future adopted by the Town, in addition to the terms of this Agreement.

Section 5. Franchisee shall indemnify the Town, its officers, officials and employees (for purposes of this section only, collectively the "Town", and shall hold the Town harmless from liability on account of injury, death or damage to persons or property proximately caused by the Franchisee's negligence in the construction, improvement, removal, maintenance, repair or operations of its Facilities. This indemnity shall not apply to claims for liability for damages arising out of bodily injury to persons or damage to property caused by or resulting solely from the negligence of the Town, its agents or employees.

Franchisee shall obtain and maintain during the life of this agreement general and motor vehicle liability insurance with commercially reasonable limits of coverage, insuring against liability arising under this agreement.

Franchisee, in any future agreements that allow for third party usage of the rights granted hereunder shall require said third party to seek input from the Town Council and to provide Franchisee with written evidence of the Council's input and desires regarding said usage.

Section 6. If Franchisee does not comply with the terms of this Agreement within thirty days after written notice of such non-compliance from the Town, the Town, at its option, may terminate the Franchise. However, such thirty-day period will be extended for an additional period of time as is reasonable under the circumstances if Franchisee's non-compliance cannot reasonably be cured within the thirty-day period and if Franchisee has commenced a cure within such period and continues to diligently pursue such cure.

Section 7. This Franchise is not assignable or transferable without the express written permission of the Town, which permission shall not be unreasonably conditioned, withheld or delayed. However, Franchisee may assign, transfer or sublet its rights, without the consent of the Town, to any person or entity that controls, is controlled by or is under common control with Franchisee, or to any lender of Franchisee, provided the Town is advised of the action prior to enactment. Any successor(s) of Franchisee shall be bound by all of the terms and conditions of this Franchise and shall be subject to all the provisions, obligations, and stipulations here prescribed.

Section 8. The rights, privileges and duties here granted shall continue for forty years, after the Effective Date (as defined in Section 9).

Section 9. This Agreement shall become effective on the date of Franchisee's written acceptance of this Franchise (the "Effective Date"). This Agreement shall be void if the Effective Date does not occur within one year after the Town adopts an ordinance approving this Franchise.

Section 10. Any notice given under this Agreement shall be mailed or delivered to the following addresses:

Town of Clifton

Northern Virginia Electric Cooperative
10323 Lomond Drive
Manassas, VA 20109
ATTN: Patrick A. Toulme, Esq.

Section 11. Both the Town and Franchisee reserve and may seek any and all remedies available at law. Neither the Town nor Franchisee shall be deemed to have waived any rights or remedies at law by virtue of executing this Agreement.

NORTHERN VIRGINIA ELECTRIC
COOPERATIVE

Date of Acceptance:

By: _____
Name: _____
Title: _____

TOWN OF CLIFTON, VIRGINIA

By: _____
Name: _____
Title: _____

Attest:

Town Clerk

TOWN OF CLIFTON, VIRGINIA

FRANCHISE AGREEMENT- NORTHERN VIRGINIA ELECTRIC
COOPERATIVE

ATTACHMENT "A"

Northern Virginia Electric Cooperative (NOVEC) was originally requested to provide the Town of Clifton with a proposal for improving the visual impact of the existing overhead facilities along Main Street and Chapel Road. NOVEC's existing mainline facilities are located on the Easterly side of Main Street and along the Southerly side of Chapel Road. NOVEC has numerous overhead secondary and service drops crossing the two streets that attach to VERIZON (Bell Atlantic) poles. COX CABLE (Media General) facilities are attached to both NOVEC and VERIZON poles throughout the project. The following cost quote is to replace seven wood poles on Main Street and six wood poles on Chapel Road. This cost quote is for NOVEC improvements only and does not include any costs for VERIZON or COX CABLE overhead improvements or transfers. All easements shall be furnished to NOVEC at no cost to NOVEC.

The new poles will be 60 feet tall (approximately 52 feet above ground) and will allow NOVEC to raise its attachments approximately 20 feet higher than the current level. The additional height will also allow VERIZON and COX CABLE to attach their main line facilities at a height greater than what now exists and still comply with the National Electric Safety Code requirements. The additional height will require the distance from the new poles to the point where the anchors enter the ground to increase. NOVEC will require easements for the new guys and anchors.

The cost to remove and install the wood poles including overhead is \$150,000.00, but NOVEC will bear full responsibility for that cost under the Franchise Agreement.

TOWN OF CLIFTON, VIRGINIA

FRANCHISE AGREEMENT

TERMS AND CONDITIONS FOR USE OF TOWN'S RIGHTS OF WAY TO PROVIDE ELECTRIC DISTRIBUTION SERVICES

This Agreement (the "Agreement") is dated this ___ day of _____, 2003 by and between the TOWN OF CLIFTON, a Virginia municipal corporation (the "Town") and NORTHERN VIRGINIA ELECTRIC COOPERATIVE, a Virginia corporation ("Franchisee"), having its principal place of business at 10323 Lomond Drive, Manassas, Virginia.

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Section 3. Franchisee agrees to relocate at its own expense, unless otherwise provided by general law of this Commonwealth and by the ordinance of the Town, within one hundred twenty days of written notification from the Town, all Facilities which, in the reasonable discretion of the Town using recognized engineering standards, interfere, disturb or conflict with the operation, relocation, improvement, repair, construction or maintenance of present or future streets, alleys, rights-of-way, public grounds, storm drainage systems, sewer systems, water mains or other public facilities.

Franchisee shall relocate the Facilities using like construction, or better, if technological advances warrant such, to such places designated by the Town. The Town shall use reasonable good faith efforts to designate locations for any relocated Facilities that will permit Franchisee to continue efficiently to serve its existing and future customers. Any Town permits needed as a result of a relocation request by the Town, shall be of no cost to Franchisee.

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NORTHERN VIRGINIA ELECTRIC
COOPERATIVE

Date of Acceptance:

By: _____
Name: _____
Title: _____

TOWN OF CLIFTON, VIRGINIA

Attest:

Town Clerk

By: _____
Name: _____
Title: _____

TOWN OF CLIFTON, VIRGINIA

**FRANCHISE AGREEMENT- NORTHERN VIRGINIA ELECTRIC
COOPERATIVE**

ATTACHMENT "A"

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The cost to remove and install the wood poles including overhead is \$150,000.00, but NOVEC will bear full responsibility for that cost under the Franchise Agreement.

The Town of Clifton, Virginia
 Affordable Housing Program
 Monthly Activity Summary
 As of May 2, 2003

*May
 Public
 Hearing
 2003*

	<u>Month of</u> <u>Apr-03</u>	<u>Year to</u> <u>Date</u>	<u>Program</u> <u>to Date</u>
<u>Bidding Activity Summary</u>			
Homes Reviewed	61	157	234
Homes Rejected for Bid	15	44	73
Homes Selected for Bid	46	113	161
Winning Bids	9	24	44
Conversion Ratio	19.6%	21.2%	27.3%
<u>Purchase and Sales Activity Summary</u>			
Homes Under Contract for Purchase from HUD	9		
Sales Contracts Accepted from Qualified Buyers	2	22	23
<u>Inventory Activity Summary</u>			
Inventory, Beginning of Period	12	0	0
Homes Purchased	11	35	35
Homes Sold	6	18	18
Inventory, End of Period	<u>17</u>	<u>17</u>	<u>17</u>
<u>Volume and Profit Summary</u>			
Total Sales Volume	\$ 595,600	\$ 2,200,923	\$ 2,200,923
Profit to Town of Clifton	\$ 26,079	\$ 96,254	\$ 96,254

John

Town of Clifton Affordable Housing Program Inventory Detail Report

Case #	No.	Street	City	ST	Zip	Subdivision	Built	Type	SF	BR	FB	HB	Cost	Bought	Contract	Sold	Sales Pr
548-290914	2252	Fort Pickens Court	Dumfries	VA	22026	Williamstown	1980	T	1320	3	2	1	70,300	1/20/03	4/18/03	p-5/25	110,000
541-186501	5239	Westhaven Crescent	Virginia Beach	VA	23464	Indian Lakes	1986	T	1540	3	2	1	70,200	1/20/03	1/8/03	2/21/03	89,900
541-559191	3507	Farrier Cove	Suffolk	VA	23435	Steeplechase	1998	D	1500	3	2	1	129,100	1/20/03	1/6/03	2/20/03	141,523
541-293050	742	Lake Edward Drive	Virginia Beach	VA	23462	Lake Edward West	1969	T	1396	3	1	1	35,400	1/20/03	2/11/03	3/31/03	60,900
548-266521	8316	Sunnyside Court	Manassas Park	VA	20111	Manassas Park Villag	1977	T	1139	2	1	1	80,600	1/20/03	3/26/03	4/25/03	108,900
548-382314	10549	Brechin Way	Manassas	VA	20109	Campbells Trace	1998	T	2176	3	2	1	185,800	1/31/03	12/24/02	2/6/03	193,900
541-515328	704	Petham Drive	Newport News	VA	23608	Windsor Great Park	1976	D	1961	4	2	1	112,500	1/20/03	2/28/03	3/27/03	137,500
541-567651	230	Harrier Street	Virginia Beach	VA	23462	Northridge	1982	T	1440	3	1	1	43,200	1/20/03	2/11/03	3/20/03	62,500
541-585327	3848	LaSalle Drive, #108	Virginia Beach	VA	23453	Buckner Woods	1997	GC	1132	2	2	1	86,000	1/20/03	2/10/03	3/18/03	102,500
548-387372	44891	Point Bay Terrace	Ashburn	VA	20147	Riverside Village	1996	T	1688	4	3	1	218,100	1/31/03	2/21/03	3/14/03	239,900
541-299556	143	Oakland Drive	Madison Heights	VA	24572	Viking Fjord	1975	D	1400	3	1	1	66,400	2/14/03	3/12/03	5/2/03	92,000
541-191109	722	Arthur Avenue	Virginia Beach	VA	23452	Pecan Gardens	1974	T	1404	3	1	1	37,200	1/31/03	4/24/03	p-5/30	61,900
541-570435	468	Hill Meadow Drive	Virginia Beach	VA	23454	Hilltop Manor	1983	T	1200	2	1	1	33,300	1/31/03	4/23/03	p-5/30	45,900
548-322505	12830	Bison Court	Woodbridge	VA	22192	Old Bridge Estates	1987	T	1220	3	2	1	168,001	1/31/03	3/13/03	4/25/03	192,500
541-587742	700A	Rapidan River Court	Chesapeake	VA	23320	Riverwalk	1992	GC	989	2	2		67,300	2/14/03	3/15/03	4/28/03	79,000
541-207517	6108B	Bradford Drive	Suffolk	VA	23435	Wynnewood	1988	SDC	1064	3	1	1	35,500	1/31/03	3/6/03	4/29/03	47,900
541-541124	1104	Dane Street	Chesapeake	VA	23323	Geneva Shores	1988	D	1466	3	2		108,200	2/14/03	1/9/03	3/21/03	124,900
541-277669	707	Lake Edward Drive	Virginia Beach	VA	23462	Lake Edward West	1969	T	1400	3	1	1	35,400	1/31/03			60,900
541-565970	1649	Sandy Pines Way	Chesapeake	VA	23321	Sandy Pines	1987	D	1330	3	2		101,000	1/31/03	2/11/03	3/17/03	118,900
541-378075	528	Ravenstone Drive	Chesapeake	VA	23322	Etheridge Manor	1987	D	1537	3	2		160,200	2/14/03	3/11/03	p-5/14	179,900
548-372542	22950	Fleet Terrace	Sterling	VA	20166	Groveswood	1997	T	2040	4	3		240,000	2/14/03	4/11/03	p-5/14	252,900
541-442215	1008	Villas Court	Virginia Beach	VA	23456	Glenwood	1989	GC	1106	2	2		60,500	2/14/03	3/6/03	4/4/03	75,300
548-319370	4851	Benecia Lane	Dumfries	VA	22026	Lakecrest	1998	T	1460	3	3	1	167,500	2/14/03	3/3/03	3/27/03	190,000
541-491279	208	Rockwood Place	Suffolk	VA	23435	Burbage Grant	1996	DC	1964	3	2	1	117,400	2/14/03	3/1/03	3/27/03	141,900
541-555829	1066	Whales Run Court	Virginia Beach	VA	23454	Virginia Village	1979	DC	1344	3	2		55,100	4/3/03	4/24/03	p-6/20	79,900
541-518641	21	Christine Court	Hampton	VA	23666	Magruder Commons	1987	T	921	2	1	1	47,800	4/3/03			59,900
541-574199	260	Burnetts Way	Suffolk	VA	23434	Burnetts Mill	1988	D	1512	3	2		66,200	4/3/03			89,900
541-487434	3243	Redgrove Court	Virginia Beach	VA	23453	Scarborough Square	1975	T	1392	3	2	1	57,600	4/3/03			72,900
541-591425	3216	Creekside Drive	Virginia Beach	VA	23453	Scarborough Square	1985	T	1084	2	2		45,500	4/3/03			64,500
541-499180	191	E. Wexford Drive	Suffolk	VA	23434	Wexford Downs	1997	T	1229	3	2	1	80,700	4/3/03			98,900
541-566325	2857	Lambert Trail	Chesapeake	VA	23323	Woodland Trails	1954	D	1425	4	1		73,500	4/29/03	3/24/03	p-5/25	84,500
541-568882	3220	Ashaway Road	Virginia Beach	VA	23452	The Lakes	1978	SD	1492	4	2		84,600	4/29/03			108,900
541-563263	4920	April Avenue	Virginia Beach	VA	23464	Rosemont Forest	1989	THC	1356	2	2	1	72,000	4/29/03			86,900
541-206499	18	Gawain Way	Hampton	VA	23669	Kings Square	1986	T	1226	2	1	1	52,100	4/29/03			66,900
548-354807	17440	Tangariro Square	Dumfries	VA	22026	Forest Park	1998	T	1348	3	3	1	188,100	p-5/15			209,000
541-516587	1939	Ranwood Drive	Hampton	VA	23663	Fordham	1955	D	1020	4	1		52,200	4/29/03			69,900
548-363849	8548	Stonewall Road	Manassas	VA	20110	Point of Woods	1973	D	1576	3	1	1	211,500	p-5/15			249,900
548-382460	6657	Rockleigh Way	Alexandria	VA	22315	Amberleigh	1986	T	1200	3	2	1	233,500	p-5/15			255,000
548-392180	21753	Rockwood Terrace	Sterling	VA	20164	Woodstone	1992	T	1334	3	2	1	218,000	p-5/15			239,900
541-543267	5701	Hawthorne Lane	Portsmouth	VA	23703	Edgefield	1960	D	1638	4	1	1	109,800	p-6/12			134,900
541-493471	167	Wedgewood Place	Madison Heights	VA	24572	Ivanhoe Forest	1972	D	1500	3	2		88,600	p-5/15			109,900
541-482800	3238	Scarborough Way	Virginia Beach	VA	23456	Scarborough Square	1983	T	1124	2	1	1	45,400	p-6/12			63,900
541-489108	211	Greenwell Drive	Hampton	VA	23666	Tidemill Farms	1965	D	1292	2	1	1	76,100	p-6/12			89,900
541-482244	506	Peregrine Street	Virginia Beach	VA	23462	Northridge	1982	T	1178	3	1	1	37,000	p-6/12			61,900

Town of Clifton							
Net Profit Calculation							
May 2003	12830	6108	143	700	8316	1008	
	Bison	Bradford	Oakland	Rapidan	Sunnyside	Villas	Totals
Sales Price	192,500	47,900	92,000	79,000	108,900	75,300	595,600
Base Purchase Cost	168,001	35,500	66,400	67,300	80,600	60,500	478,301
HUD Discount	-25,200	-5,325	-9,960	-10,095	-12,090	-9,075	-71,745
Misc Acq Costs	2,427	975	1,317	1,242	1,905	1,171	9,037
Loan Discount CLC	5,040	1,065	1,992	2,019	2,418	1,815	14,349
Repairs	11,000	5,840	15,500	3,955	15,000	7,313	58,608
Carrying Costs	1,471	721	750	707	1,485	586	5,720
Interest	3,208	916	1,506	1,254	2,303	747	9,934
Commission	11,550	2,874	5,520	4,740	6,534	4,518	35,736
Selling Costs	988	1,061	637	764	1,481	935	5,866
Total NDC	178,485	43,627	83,662	71,886	99,636	68,510	545,806
Profit	14,015	4,273	8,338	7,114	9,264	6,790	49,794
Buyer Credits	-748	0	-1,000	0	-315	-315	-2,378
Net Profit	13,267	4,273	7,338	7,114	8,949	6,475	47,416
CLC Mgmt Fee 45%	5,970	1,923	3,302	3,201	4,027	2,914	21,337
Net to Town of Clifton	7,297	2,350	4,036	3,913	4,922	3,561	26,079
NDC X 110%	196,333	47,990	92,028	79,075	109,600	75,361	
Sales Price	192,500	47,900	92,000	79,000	108,900	75,300	

*May
2003*

NOTICE OF PUBLIC HEARING

Pursuant to Sec. 15.2-1800.B. of the Code of Virginia (1950, as amended), please take notice that the Town Council of the Town of Clifton, Virginia (the "Town"), will conduct a public hearing regarding the proposed encumbrancing and sales of certain real properties owned by the Town or expected to be acquired by the Town within the next 30 days, having the locations, maximum loan amounts and minimum sales prices specified below:

Property Address					Maximum Loan Amount and Minimum Sales Price
5701	Hawthorne Lane	Portsmouth	VA	23703	\$125,000
167	Wedgewood Place	Madison Heights	VA	24572	103,000
3238	Scarborough Way	Virginia Beach	VA	23456	57,000
211	Greenwell Drive	Hampton	VA	23666	84,000

Each of the foregoing properties is proposed to be encumbered by a first deed of trust, securing indebtedness not to exceed the respective maximum amounts, and to be sold for not less than the respective minimum amounts, specified above.

Said public hearing will take place on May 6, 2003, at 7:30 p.m., at the Clifton Town Meeting Hall, 12641 Chapel Road, Clifton, Virginia.

Received: 5/ 2/03 9:56AM;

Timothy E. Lewis, P.C., CPA

CW

NOTICE OF PUBLIC HEARING

Pursuant to Sec. 15.2-1800.B. of the Code of Virginia (1950, as amended), please take notice that the Town Council of the Town of Clifton, Virginia (the "Town"), will conduct a public hearing regarding the proposed encumbering and sales of certain real properties owned by the Town or expected to be acquired by the Town within the next 90 days, having the locations, maximum loan amounts and minimum sales prices specified below:

<u>Property Address</u>		<u>Maximum Loan Amount and Minimum Sales Price</u>		
5701	Hawthorne Lane Portsmouth VA 23705			\$125,000
167	Wedgewood Place Madison Heights VA 24572			103,000
3238	Scarborough Way Virginia Beach VA 23465			57,000
211	Greenwell Drive Hampton VA 23668			84,000

Each of the foregoing properties is proposed to be encumbered by a first deed of trust, securing indebtedness not to exceed the respective maximum amounts, and to be sold for not less than the respective minimum amounts, specified above.

Said public hearing will take place on May 6, 2003, at 7:30 p.m., at the Clifton Town Meeting Hall, 1264 Chapel Road, Clifton, Virginia.

May 5, 2003

NVA11504091anh

05/06/03

Town of Clifton
Cash Balance Report
As of May 6, 2003

May
2003

	<u>May 6, 03</u>
ASSETS	
Current Assets	
Checking/Savings	
Checking	1,264.30
Investments	
Playground Reserve Fund	1,025.00
Clifton Heights Escrow	5,680.60
Investments - Other	132,446.44
Total Investments	<u>139,152.04</u>
Total Checking/Savings	<u>140,416.34</u>
Total Current Assets	<u>140,416.34</u>
TOTAL ASSETS	<u><u>140,416.34</u></u>
LIABILITIES & EQUITY	0.00

Town of Clifton
Profit & Loss Budget vs. Actual
 July 2002 through March 2003

	Jul '02 - Mar 03	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
HUD Homes	17,179			
Returned Check Charges	6			
Playground Reserve Donations	1,025			
Grants				
Federal				
Federal Grant-Land				
Town Match - Land	0	9,000	(9,000)	0%
CBA Match - Land	0	9,000	(9,000)	0%
Federal Grant-Land - Other	0	72,000	(72,000)	0%
Total Federal Grant-Land	0	90,000	(90,000)	0%
Transportation Project-Trails				
CBA Match - Trails	0	3,393	(3,393)	0%
Town Inkind -Trails	0	3,393	(3,393)	0%
Transportation Project-Trails - Other	0	27,144	(27,144)	0%
Total Transportation Project-Trails	0	33,930	(33,930)	0%
Total Federal	0	123,930	(123,930)	0%
State				
Dept Criminal Justice Grant	4,100			
Fire Program Funds	0	4,000	(4,000)	0%
Total State	4,100	4,000	100	103%
Total Grants	4,100	127,930	(123,830)	3%
Tax and Permits Revenue				
Utility Consumption Tax	816	837	(21)	97%
Motor Vehicle Tags	5,028	4,713	315	107%
Sales Tax	7,931	11,250	(3,319)	71%
Cigarette Tax	958	1,350	(392)	71%
BPOL tax	13,054	15,000	(1,946)	87%
ABC Profits	431	630	(199)	68%
Use Permits	950	1,238	(288)	77%
ARB Permits	50	90	(40)	56%
PC-Subdivision	0	1,500	(1,500)	0%
Railroad Tax	1,377	1,504	(127)	92%
Total Tax and Permits Revenue	30,596	38,112	(7,516)	80%
Community Hall Revenues				
Community Hall Donations	0	4,600	(4,600)	0%
Community Hall Rentals	13,580	9,315	4,265	146%
Total Community Hall Revenues	13,580	13,915	(335)	98%
Car Show Income	0	125	(125)	0%
Haunted Trail Event	5,075	6,000	(925)	85%
Clifton Day Revenues	262	1,000	(738)	26%
Homes Tour	2,301	2,200	101	105%
Farmers' Market Income	0	300	(300)	0%
Park Rental	75	200	(125)	38%
Interest Income	162	484	(322)	34%
S.R. - Litter Control Grant	1,000	1,100	(100)	91%
Other Income	77			
Total Income	75,437	191,365	(115,928)	39%
Expense				
Returned Check Bank Charges	6			
Payroll Expenses				
Gross Wages				
Town Clerk (Recording)	1,875	1,875	0	100%
Town Treasurer	1,875	1,875	0	100%
Total Gross Wages	3,750	3,750	0	100%
Payroll Taxes				
FICA	574	465	109	123%

Town of Clifton
Profit & Loss Budget vs. Actual
July 2002 through March 2003

	Jul '02 - Mar 03	Budget	\$ Over Budget	% of Budget
Medicare	0	109	(109)	0%
Total Payroll Taxes	574	574	0	100%
Total Payroll Expenses	4,324	4,324	0	100%
Contractual				
Insurance	4,486	3,440	1,046	130%
Town Government				
Architectural Review Board	0	375	(375)	0%
Planning Commission	404	1,125	(721)	36%
Total Town Government	404	1,500	(1,095)	27%
Professional Fees				
Accounting	0	2,500	(2,500)	0%
Legal Fees	4,200	5,500	(1,300)	76%
Special Counsel	0	8,625	(8,625)	0%
Total Professional Fees	4,200	16,625	(12,425)	25%
Rent				
Railroad Siding Rental	775	800	(25)	97%
Ayre Square Rental	321	500	(179)	64%
Total Rent	1,096	1,300	(204)	84%
Town Maintenance				
Beautification Comm.	0	1,875	(1,875)	0%
Grounds Maintenance	743	2,625	(1,882)	28%
Town Hall Maintenance	400	7,500	(7,100)	5%
Total Town Maintenance	1,143	12,000	(10,857)	10%
Town Services				
Fire Program	0	4,000	(4,000)	0%
Grass Mowing	2,850	1,750	1,100	163%
Trash Collection	1,264	1,269	(5)	100%
Total Town Services	4,114	7,019	(2,905)	59%
Utilities				
Gas and Electric	(192)	1,875	(2,067)	(10)%
Water	220	225	(6)	98%
Total Utilities	27	2,100	(2,073)	1%
Legal Advertising	0	750	(750)	0%
Printing and Reproduction	0	450	(450)	0%
Dues and Subscriptions				
Va. Municipal League	306	310	(4)	99%
Dues and Subscriptions - Other	144	158	(14)	91%
Total Dues and Subscriptions	450	468	(18)	96%
Mayoral Reimbursement	1,056	1,350	(294)	78%
Caboose Expenses				
Caboose Electric	162	225	(63)	72%
Caboose - Trentane Gas	194	225	(31)	86%
Caboose Maintenance	0	1,875	(1,875)	0%
Total Caboose Expenses	357	2,325	(1,968)	15%
Community Hall Expenses				
C.H.-Equipment	0	1,500	(1,500)	0%
C.H.-General Maintenance	2,046	2,175	(129)	94%
C.H.-Cleaning	3,450	1,350	2,100	256%
C.H. Floors	1,500	1,800	(300)	83%
C.H. - Electric	7,649	7,219	429	106%
C.H.-Management Fee	2,716	2,550	166	107%
Community Hall Expenses - Other	116			
Total Community Hall Expenses	17,477	16,594	883	105%
Clifton Day Expenses	0	950	(950)	0%
Homes Tour/Bazaar Exp	1,794	600	1,194	299%
Miscellaneous	427	3,750	(3,323)	11%

Town of Clifton
Profit & Loss Budget vs. Actual
 July 2002 through March 2003

	Jul '02 - Mar 03	Budget	\$ Over Budget	% of Budget
Total Contractual	37,031	71,220	(34,189)	52%
Car Show Expense	0	125	(125)	0%
Farmers' Market Expense	0	100	(100)	0%
Haunted Trail Expenses	1,080	2,000	(920)	54%
Commodities				
Copies	88	225	(137)	39%
Postage and Delivery	357	324	33	110%
Computer Supplies	591	900	(309)	66%
Office Supplies	504	675	(171)	75%
License Plates	0	550	(550)	0%
Miscellaneous	1,373	750	623	183%
Total Commodities	2,913	3,424	(511)	85%
CIF Expenses				
CIF-Playground Impr.	0	750	(750)	0%
CIF-Miscellaneous	0	750	(750)	0%
Total CIF Expenses	0	1,500	(1,500)	0%
Fed Fund-Transportation Proj				
F.F. - Transp. Project-Land	0	90,000	(90,000)	0%
F.F.- Transp. Project-Trails	247	30,537	(30,290)	1%
F. F.-Transp - Inkind Srvs	0	3,393	(3,393)	0%
Total Fed Fund-Transportation Proj	247	123,930	(123,683)	0%
Total Expense	45,600	206,623	(161,022)	22%
Net Ordinary Income	29,837	(15,258)	45,094	(196)%
Net Income	<u>29,837</u>	<u>(15,258)</u>	<u>45,094</u>	<u>(196)%</u>

May

Town of Clifton
Proposed Budget Changes
Fiscal Year 2003 to 2003

4/1/2003 - Per Town Council Changes

<u>REVENUES:</u>	<u>FY2003</u>	<u>FY2004</u>	<u>Proposed Change</u>	<u>%</u>
			<u>Amount</u>	<u>%</u>
Federal Grants - Land	96,000	96,000	-	0%
Town Match - Land	12,000	12,000	-	0%
CBA Match - Land	12,000	12,000	-	0%
Total Land Grant	120,000	120,000	-	0%
Federal Trans. Project - Trails	36,192	36,192	-	0%
Town Match - Trails	-	-	-	-
Town Inkind - Trails	4,524	4,524	-	0%
CBA match - Trails	4,524	4,524	-	0%
Total Trails Grant:	45,240	45,240	-	0%
TOTAL FEDERAL GRANTS:	165,240	165,240	-	0%
Fire Programs Grant	4,000	6,000	2,000	50%
TOTAL STATE GRANTS:	4,000	6,000	2,000	50%
HUD Homes Project Income:		100,000	100,000	100% <i>Add on item.</i>
Taxes & Permits Revenues:				
Sales Tax	15,000	15,000	-	0%
BPOL Tax	15,000	15,000	-	0%
Utility Consumption Tax	1,116	1,116	-	0%
Motor Vehicle Tags	4,713	4,713	-	0%
No. Va. Cigarette Tax	1,800	1,800	-	0%
Use Permits	1,650	1,000	(650)	-39%
PC Subdivision Permits	1,500	1,500	-	0%
ABC Profits	840	840	-	0%
ARB Permits	120	120	-	0%
Railroad Tax	1,504	1,504	-	0%
TOTAL TAX & PERMITS:	43,243	42,593	(650)	-2%
Community Hall Revenues:				
Community Hall Rentals	12,420	12,420	-	0%
Community Hall Donations	4,600	4,600	-	0%
Community Hall Parties	-	-	-	-
TOTAL C.H. REVENUES:	17,020	17,020	-	0%
Other Revenues:				
Caboose Revenues				
Interest Income	645	645	-	0%
Car Show Income	125	-	(125)	-100%
Haunted Trail Event	6,000	6,000	-	0%
Clifton Day Revenues	1,000	1,000	-	0%
Homes Tour	2,200	2,200	-	0%
Farmers' Market Income	600	600	-	0%
Park Rental	400	400	-	0%
Special Revenue: Litter Control Grant	1,100	1,100	-	0%
CIF - Contributions	-	-	-	-
Other Income	-	-	-	-
TOTAL OTHER REVENUE:	12,070	11,945	(125)	-1%
TOTAL PROPOSED REVENUES:	241,573	342,798	101,225	41.9%

**Town of Clifton
Proposed Budget Changes
Fiscal Year 2003 to 2003**

4/1/2003 - Per Town Council Changes

	<u>FY2003</u>	<u>FY2004</u>	<u>Proposed Change Amount</u>	<u>%</u>	
EXPENSES:					
<u>Payroll Expenses:</u>					
					<i>TC Suggested Increase:</i>
Town Clerk Salary	3,750	4,500	750	20%	
Town Treasurer Salary - increased volume	3,750	4,500	750	20%	
Payroll Taxes	1,148	1,378	230	20%	
Payroll Miscellaneous	-	-	-		
TOTAL PAYROLL EXPENSES:	8,648	10,378	1,730	20%	
CONTRACTUAL EXPENSES:					
					<i>Proposed Increase:</i>
Insurance	3,440	3,612	172	5%	
Town Government:					
ARB Expenses	500	525	25	5%	
BZA Expenses	-	-	-		
Planning Commission Expenses	1,500	1,575	75	5%	
TOTAL TOWN GOVERNMENT:	2,000	2,100	100	5%	
Professional Fees:					
Accounting - Multi Year Audit Review	2,500	1,313	(1,188)	-48%	
Legal Fees	5,500	6,000	500	9%	
Special Council	11,500	11,500	-	0%	
TOTAL PROFESSIONAL FEES:	19,500	18,813	(688)	-4%	
Rental Expenses:					
Railroad Siding Rental	800	840	40	5%	
Ayre Square Rental	500	525	25	5%	
TOTAL RENTAL EXPENSES:	1,300	1,365	65	5%	
Town Maintenance Expenses:					
Beautification Committee	2,500	2,500	-	0%	
Grounds Maintenance	3,500	4,000	500	14%	<i>Tree work</i>
Town Hall Maintenance - Structural Improvements	10,000	10,500	500	5%	<i>Tree work</i>
Ayre Square Maintenance	-	-	-		
RR Siding/Caboose Maintenance	-	-	-		
TOTAL TOWN MAINTENANCE EXPENSES:	16,000	17,000	1,000	6%	
Town Services:					
Elections	-	700	700	100%	
Fire Hall Tree Watering	-	-	-		
Fire Program - Pass through to FCFD	4,000	6,000	2,000	50%	
Grass Mowing	3,500	3,675	175	5%	
Trash Collections	1,692	1,777	85	5%	
TOTAL TOWN SERVICE EXPENSES:	9,192	12,152	2,960	32%	
Utility Expenses:					
Utilities - Gas and Electric	2,500	2,625	125	5%	
Utilities - Water and Sewer	300	315	15	5%	
TOTAL UTILITIES:	2,800	2,940	140	5%	
Dues & Subscriptions:					
Va Municipal League	310	326	16	5%	
Other Dues & Subscriptions	210	221	11	5%	
TOTAL DUES & SUBSCRIPTIONS:	520	546	26	5%	
Caboose Expenses:					
Caboose Equipment	-	-	-		
Caboose Electric	300	315	15	5%	
Caboose Gas	300	315	15	5%	
Caboose Maintenance - Painting	2,500	2,500	-	0%	
TOTAL CABOOSE EXPENSES:	3,100	3,130	30	1%	

**Town of Clifton
Proposed Budget Changes
Fiscal Year 2003 to 2003**

4/1/2003 - Per Town Council Changes

	<u>FY2003</u>	<u>FY2004</u>	<u>Proposed Change Amount</u>	<u>%</u>	
Community Hall Expenses:					
Community Hall Insurance	-	-	-		
Community Hall Trash Collection	-	-	-		
Community Hall Equipment	2,000	2,000	-	0%	
Community Hall General Maintenance	2,900	3,045	145	5%	
Community Hall Cleaning	1,800	1,890	90	5%	
Community Hall Floors - cleaning &/or carpets	2,400	2,520	120	5%	
Community Hall Electric	9,626	10,107	481	5%	
Community Hall Mgt Fee - 20% C.H. Rentals & Use Donations	3,400	3,404	4	0%	
TOTAL COMMUNITY HALL EXPENSES:	22,126	22,966	840	4%	
Other Contractual Expenses:					
Legal Advertising	1,000	1,050	50	5%	
Printing & Publication	600	630	30	5%	
Mayoral Reimbursement	1,800	1,890	90	5%	
Clifton Day Expenses	950	998	48	5%	
Homes Tour Expense	600	630	30	5%	
Car Show Expense	125	-	(125)	-100%	
Farmers' Market Expense	250	263	13	5%	
Haunted Trails Event	2,000	2,100	100	5%	
Summer in the Parks Event		500	500	100%	<i>Add on item</i>
Miscellaneous Contractual Expenses	5,000	5,250	250	5%	
TOTAL OTHER CONTRACTUAL EXPENSES:	12,325	13,310	985	8%	
TOTAL CONTRACTUAL EXPENSES:	92,303	94,321	2,018	2%	
COMMODITIES EXPENSES:					
Equipment Disposition	-	-	-		
Calendars & Posters Expense	-	-	-		
Copies	300	315	15	5%	
Postage & Delivery	432	454	22	5%	
Computer Supplies	1,200	1,260	60	5%	
Office Supplies	900	945	45	5%	
License Plates	550	578	28	5%	
Miscellaneous Commodities	1,000	1,050	50	5%	
TOTAL COMMODITIES EXPENSES:	4,382	4,601	219	5%	
CIF Expenses:					
CIF Playground	1,000	1,000	-	0%	
CIF Miscellaneous	1,000	1,000	-	0%	
CIF Land Purchase		-	-		
CIF - Cable Burial		10,000	10,000	100%	<i>Add on item.</i>
TOTAL CIF IMPROVEMENTS:	2,000	12,000	10,000	500%	
S.R. Litter Control Expense	1,100	1,100	-	0%	
HUD Homes Reserve for Unexpected Expenses:		100,000	100,000	100%	
HUD Homes Reserve for CH CIF Improvements:		10,000	10,000	100%	
TOTAL HUD HOMES RESERVES:		110,000	110,000	100%	<i>Add on item.</i>
Federal Project:					
Trans. Project - Land	120,000	120,000	-	0%	
Trans. Project - Trails	40,716	40,716	-	0%	
Trans. Project- Inkind Services	4,524	4,524	-	0%	
TOTAL FEDERAL TRANSPORTATION PROJECT:	165,240	165,240	-	0%	
TOTAL PROPOSED EXPENDITURES:	273,673	397,640	123,967	45%	
NET INCOME:	(32,100)	(54,842)	(22,742)	71%	

CLIFTON TOWN COUNCIL MEETING AGENDA

**TUESDAY, June 3, 2003, 7:30 P.M.
CLIFTON TOWN MEETING HALL
12641 CHAPEL ROAD
CLIFTON, VA 20124**

PUBLIC HEARING:

- 1. HUD properties update**
- 2. FY2004 Budget**

TOWN COUNCIL MEETING:

Order of business

- 1. Reading of minutes of last regular meeting and any subsequent special meetings**
- 2. Report of the Treasurer**
- 3. Reading of communications**
- 4. Citizens' remarks**
 - A. Suggestions or complaints of citizens and taxpayers, and other persons authorized by the Mayor to address the Council**
 - B. Each person wishing to address the Council shall, when recognized by the Mayor:**
 - i. Give his or her name and address**
 - ii. Direct his or her remarks to the Council and not to other citizens present**
 - iii. Be limited to one period of not over five (5) minutes, unless granted additional time by unanimous consent of the Council**
 - C. Priority shall be given to persons who have signified to the Clerk their desire to address the Council.**
 - D. The Mayor shall enforce this Subsection.**
- 5. Unfinished business**
- 6. Reports of special committees**
- 7. Reports of standing committees, in the order as may be determined by the Mayor**
 - Architectural Review Board (ARB)**
 - Planning Commission**
 - Board of Zoning Appeals (BZA)**
- 8. New business**
 - Neighborhood Watch program - Officer M. Hulse**
 - Town Attorney resignation**
 - Frog Hill - Water Street acceptance into VDOT system**
- 9. Old business**
 - NOVEC Franchise**
 - Authorize Public Hearing for zoning change - Community Open Space Zoning District**
- 10. Adjournment**

If anyone attending the Town Council meeting needs a sign language interpreter, or any other type of special accommodation or auxiliary aid, please call Jim Chesley at 703-830-2129. 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.

CLIFTON TOWN COUNCIL MEETING AGENDA

TUESDAY, June 3, 2003, 7:30 P.M.
CLIFTON TOWN MEETING HALL
12641 CHAPEL ROAD
CLIFTON, VA 20124

PUBLIC HEARING:

1. HUD properties update
2. FY2004 Budget

Motion to close - Unanimous

TOWN COUNCIL MEETING:

Order of business

1. Reading of minutes of last regular meeting and any subsequent special meetings
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6. Reports of special committees
7. Reports of standing committees, in the order as may be determined by the Mayor
 - Architectural Review Board (ARB)
 - Planning Commission
 - Board of Zoning Appeals (BZA)
8. New business
 - Neighborhood Watch program - Officer M. Hulse - *Mary Sully Station*
 - Town Attorney resignation
 - Frog Hill - Water Street acceptance into VDOT system - *Captain*
9. Old business
 - NOVEC Franchise
 - Authorize Public Hearing for zoning change - Community Open Space Zoning District
10. Adjournment

If anyone attending the Town Council meeting needs a sign language interpreter, or any other type of special accommodation or auxiliary aid, please call Jim Chesley at 703-830-2129. 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.

Minutes
Clifton Town Council Meeting
Tuesday, June 3, 2003
Clifton Town Meeting Hall

Present: Mayor Jim Chesley, Mac Arnold, Margo Buckley, Laura Harrington, Bill Hollaway, Wayne Nickum, Town Attorney Rod Williams; residents and guests of the town

The Pledge of Allegiance was said by all.

Public Hearing: HUD Program

1. As of this date, a total of six new properties have been advertised for consideration.
2. Motion made to close hearing. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

Town Council Meeting:

1. Motion made to approve Town Council minutes of May 6, 2003. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.
2. Motion made to approve FY2004 budget, including increase in funds allocated to Clifton Farmer's Market. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.
3. Officer Mary Hulse from Sully Station spoke about the Neighborhood Watch Program. Individuals must be 18 years of age and trained in rules and regulations of the program in order to participate. On June 17 there will be a meeting at the station where town representatives from CAC (Citizens' Advisory Committee) will have the opportunity to speak and ask questions of the Police Captain. These meetings are held monthly on the third Tuesday of every month, with the exception of July and August. The station number is 703-691-2131, and will be included in our next directory. Also discussed was the dangerous intersection of Newman and Colchester where a recent accident and fatality occurred involving a car and motorcycle.
4. Planning Commission: Bill Hollaway
 - a. Jim Franca's letter to VDOT requesting inclusion of Water Street into VDOT system; Jim said street conforms to all requirements. He also mentioned a second letter sent to Planning Commission Chairman Taya Abbott requesting full release from bond and that county approve subdivision as built. Taya will contact VDOT for instructions in this matter, since VDOT has the final say. We have requested an inspection report (Form 1) and cannot do anything about bond until this is completed. Concerning the pond in the subdivision, the county has agreed to maintain it, which was part of the original contract. It is very important that this is put into writing. Motion made for the Town Council to confirm that the street can go into state system, and that it meets state standards and town requirements. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.
 - b. Solid waste management plan must be developed. Motion made to develop plan as soon as possible. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.
5. Treasurer's report: Marilyn Barton
 - a. Motion made to approve check to CLC (Commercial Lending Corporation) in the amount of \$675.00. Approved unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.
 - b. Bills being sent to Bill Hollaway from William Gordon Associates for services performed by Joe McClellan need to be re-routed to Marilyn for payment.

c. Motion made to approve Treasurer's report. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

6. Letter received from Mr. Byron Waites to announce annual archery school event, scheduled for June 7, 8:00 A.M. to 4:00 P.M. Call 703-968-4868 for more information.

7. CBA has donated \$500 to town from Twilight Run event, which made a total of \$21,000 and involved over 800 participants. To thank volunteers, the CBA will hold a "Friday in the park" event on June 6 from 7-9 P.M.

8. Clifton Community Yard Sale will be held at the Presbyterian Church on Saturday, June 7 from 7:00 A.M. to 1:30 P.M.

9. Motion made to re-authorize joint public meeting to address zoning change of community open space, for July 1, 2003, at 7:30. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

10. HUD update/report

a. Motion made to approve Second Amendment to Contract for Services as written. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

b. Motion made to approve encumbered properties. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

c. Motion made to hold special Town Council meeting on June 23, 2003, at 8 P.M. in gazebo in park. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

11. Motion made to approve Phyllis Hollaway (in place of Donna Netschert) to serve on special enforcement committee to be sure use permits are being followed. Abstain: Bill Hollaway. Yays: Chesley, Arnold, Buckley, Harrington, Nickum. Motion passes.

12. Brand Baber is compiling a list of possible attorneys to take place of Rod Williams, Town Attorney.

13. NOVEC franchise agreement: Mayor Chesley steps down. Motion made for Laura Harrington to chair meeting. Passed unanimously: Arnold, Buckley, Harrington, Hollaway, Nickum. To date, Rod Williams has not heard back from NOVEC regarding town revisions. This item will be put on July agenda.

14. Farewell and tribute to Rod Williams, Town Attorney.

15. Motion made to adjourn. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

*Phyllis Wallace,
Town Clerk*

Minutes
Clifton Town Council Meeting
Tuesday, July 1, 2003
Clifton Town Meeting Hall

Present: Mayor Jim Chesley, Mac Arnold, Margo Buckley, Laura Harrington, Bill Hollaway, Wayne Nickum; residents and guests of the town

The Pledge of Allegiance was said by all.

Joint Public Hearing: Town Council and Planning Commission

1. Topic: community open space
2. Lev Buller: Would like proposed wording for town ordinance to incorporate use to accommodate CBA barn, car show, etc., and to include what is prohibited, and what is approved such as a recurring town event.
3. Brant Baber: What about noncommercial organizations? Are home businesses considered commercial? Non-profit? For profit?
4. Richard King: Selling of Christmas trees by a nonprofit Clifton organization should be okay.
5. Motion to close joint public hearing. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

Town Council Meeting:

1. Motion made to approve minutes from June 3, 2003, Town Council meeting. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.
2. Motion made to approve minutes from June 23, 2003, special Town Council meeting. Yays: Chesley, Buckley, Hollaway, Nickum. Abstain: Harrington, Arnold. Motion passes.
3. Motion made to approve minutes from June 23, 2003, emergency Town Council meeting. Yays: Chesley, Buckley, Hollaway, Nickum. Abstain: Harrington, Arnold. Motion passes.
4. Treasurer's report: Marilyn Barton
 - a. Motion made to approve. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.
 - b. Letter received from Taya Abbott, and read to council by Marilyn. Issue concerns bill from William Gordon, Associates, concerning payment for services. Marilyn does not know which account to draw from in order to pay this bill. More information is needed. Table until August meeting.
5. Rental agreement letter for rental of town properties is still being developed. Mac Arnold will present at August meeting.
6. Update on Presbyterian Church addition: Larry Hensle
 - a. Congregation voted to approve building design, pursue architect, and organize fund drive.
 - b. New sketches of proposed addition in relation to old sanctuary and manse were presented, along with proposed new parking lot for 51 spaces.
 - c. According to Larry, the sanctuary will always remain small. The pre-school will use new building and part of the renovated fellowship hall.
7. HUD property update:
 - a. Seven additional properties, six houses closed on.
 - b. Brant Baber's letter concerning CLC was discussed. Motion made for Town Council to grant

Brant the authority to draft an amendment to contract to include recommendations stated in letter. (See letter dated July 1, 2003, from Brant Baber.) Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

c. Motion made to hold special Town Council meeting on July 21, 2003, at 8:15 P.M. in gazebo in park to vote on current HUD properties. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

8. Reminder: Board of Supervisors meeting on July 7, 2003.

9. CBA President Michelle Stein requested extended hours in gazebo park for the following dates: July 4, 2003; August 1, 2003; September 5, 2003, and June 5, 2004. Motion made to approve dates, with the stipulation that amplified live music does not continue past 9:30 P.M. Per fire marshal: no fireworks allowed on July 4.

10. Use permits compliance: Steve Effros

a. Committee recommends not using facilitators hired by property owner.

b. Notice should be sent by Town informing home owner that he/she is in violation. \$500 per day can be charged if noncompliant, and a lien can be issued. Compliance facilitators can be hired to watch construction and report back to ARB and Planning Commission

11. Patty Moore fund has been transferred to Clifton Playground account.

12. Closing on Gilliam property held on June 24, 2003. Amendment to sales contract removed town as purchaser in order for sale to go through. Trust will purchase property from Gilliam, and then sell it to town within one year.

13. NOVEC franchise: Mayor Chesley steps down, and meeting now chaired by Laura Harrington. Motion made to appoint Wayne Nickum and Bill Hollaway to negotiate agreement with NOVEC. Yays: Arnold, Buckley, Harrington, Hollaway, Nickum. Abstain: Chesley. Motion passes.

14. Motion made to adjourn. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

Minutes
Special Clifton Town Council Meeting
Monday, July 21, 2003
Clifton Gazebo Park

Present: Mayor Jim Chesley, Mac Arnold, Margo Buckley, Bill Hollaway, Wayne Nickum, Brant Baber
John Eubank

Public Hearing: HUD Properties

1. No public comment
2. Public hearing closed

Special Town Council Meeting:

1. Motion made to approve encumbrance of current HUD properties. Passed unanimously: Chesley, Buckley, Hollaway, Nickum.
2. Motion made to adjourn. Passed unanimously: Chesley, Arnold, Buckley, Hollaway, Nickum.

Minutes
Special Clifton Town Council Meeting
June 23, 2003
Clifton Gazebo Park

Present: Mayor Jim Chesley, Margo Buckley, Bill Hollaway, Wayne Nickum, John Eubank, Brant Baber

Public Hearing: HUD properties

1. No public comment.
2. Public hearing closed.

Special Town Council Meeting:

1. Motion made to approve encumbrance of current HUD properties. Passed unanimously: Chesley, Buckley, Hollaway, Nickum.
2. Final NOVEC proposal to Town re: poles/cables/lights passed out to Town Council members by Mayor Chesley.
2. Motion made to adjourn. Passed unanimously: Chesley, ~~Arnold~~ Buckley, Hollaway, Nickum.

Not
Present:
Arnold
Harrington

Minutes
Emergency Clifton Town Council Meeting
June 24, 2003

1. Mayor Chesley calls emergency Town Council meeting.
2. Discussion of Gilliam property and closing of same on 6/24/03.
3. NVCT to buy property outright. Town to buy its agreed upon percentage of property when ISTEAF funds are released by FHWA through VDOT.
4. Meeting closed.

June 3, 2003

all present

Public Hearing

- 1. HUD - 6 properties advertised close

ANNEX 2004 T.C. Mtg

1. Minutes - approved

2. FY2004 Motion to approve (adjust Farmer's Mkt) } passed

3. Police Captain } Sully Station Neighborhood Watch -

- President's Challenge: to double the watch groups; to include homeland security; Clifton is very small & close-knit which is to our advantage

- Individuals must be 18 & trained in rules & regulation
- Citizen Advisory Comm } at Sully Station

CAC

June 17 - talk to Police Captain -
 (Council, issued → Clifton needs a representative
 3rd Tues of every month [including July & August])

691-2131 } General Dispatch #

Put in # directory for next year

- Problem: Newman & Colchester recent fatal motorcycle accident - very bad intersection

(4)

Planning Comm

[Jim France]

(a) Letter from Frog Hill Devel. Co - letter to VDOT requesting inclusion of Water St. into system; France says street conforms to all requirements. Also - Letter to Taya Abbott, Planning Commission

wants:

Public Works Dept to take care of Public Maintenance items on road

full release of bond to approve subdivision as built

- Taya will contact VDOT for instructions in this matter - VDOT has to have final say
- Inspection report has been requested (Form 1) by us - can't do anything about bond until this is done

Jim France says process for Clifton is a bit different & VDOT has to be dealt with directly

County inspections are different

Who approves bond release? The town?

Mayor?

County Bond: agreed to maintain it - part of original agreement
Needed in writing - very important

T.C. can confirm that ^{it} goes into State system

it meets requirements

State standards + town requirements

- Unanimous -

[Mike Croce]

tim:

3) Treasurer's Report

(FY 2014) including Farmer's Mkt.

Motion to approve: unanimous

\$675.00 to

Comm. Lending Corp

Commercial

motion to send commission check to CLC

Bill Hollaway bring up this:

Wm Gordon Association → Joe McClellan

↓
Sending bills to Bill Hollaway at his home

* Letter to t.c. from Taya

6) Mr. Byron Waites - announcement June 7

8-4 P.M.

Annual archery school event - Breakfast included -

Wait
968-4868

Ages 5 & up

Communications

1) Zoning Dept > Jimmy

Ken Buckley called county rezoned

send copy to Jimmy

Health code violation [Mr. Peterson] ??

Zoning of property question - Apollo Group ? of board

- CBA
Race ↓
- (9) Donation of \$500.⁰⁰
Over 800 participants
\$21,000 raised

Friday in Park
June 6 -
7 P.M. - 9 P.M.

- (10) Film 6:30 this Sunday
Occoquan Reservoir

(11) Presbyterian Church } Comm. Yard Sale
7-1:30
Am Saturday

- (12) ARB - Table to July
(13) BZA
(14) Planning Comm: cont'd 2

Solid waste mgt. plan -
we must do this -

Motion → unanimous

Children's Playground -
re: fertilizer

16) Re-authorize
joint public mtg for
7:30 } motion
Zoning chg } unanimous
Community open space

17) HUD Business / update / report
fee from dropped contract

a) Lending limit -
90 day waiting period

Motion made ↓
to approve Second
Amendment to Contract for Services
↓
Unanimous
as written

b) Motion to appri.
incombran
properties

unanimous

c) 2nd mtg } 23rd of June
Public hearing } ~~at 8:00~~
8:00
Unanimous

Motion to
hold at
gazebo -

~~18~~ ~~NOVEC~~ ~~Franchise~~

Margo:

18) Item 12 - last month's agenda

\$500 fine: ~~for~~ failure to yield to pedestrian } sign to be posted

Jimmy will check into sign dimensions

to look into - not approved

19) Special Comm

Enforcement comm

Donna: no

Phyllis: yes

} approve

abstain: Bill

Yays: everyone else

20)

New town attorney
Brant developing a list to look into

21) NOVEC -

J.C. steps down here

Motion for L. Harrington to chair - unan

Franchise agreement

revisions sent to Rod Wms - has

not heard back from NOVEC ↓

23) Tribute to Rod

22)

Motion to adjourn:

no decision

no feedback July agenda

Second Amendment to Contract for Services

This Second Amendment to Contract for Services is being entered into as of June 3, 2003 for the purpose of amending the Contract for Services, dated as of November 19, 2002, as amended (the "Contract"), between Commercial Lending Corporation, LLC ("CLC") and the Town of Clifton, Virginia (the "Town"). Under Exhibit A, Section 6 of the Contract, CLC agreed to loan a total of \$3,000,000 to the Town in connection with the HUD Homes Program. As of this date, the amount loaned equals \$2,796,223. By execution of this Second Amendment to Contract for Services, the Town and CLC hereby agree to amend the Contract to increase the lending limit to a total of \$6,000,000, with not more than \$1,000,000 advanced at any time.

with a lending limit of -
|
Between \$0 and \$3 million

CLC:

COMMERCIAL LENDING CORPORATION, LLC
A Virginia limited liability company

By: _____ (SEAL)

Witness

Name: John D. Eubank
Title: Operating Manager

THE TOWN:

TOWN OF CLIFTON, VIRGINIA,
a Virginia Municipal Corporation

By: _____ (SEAL)

Witness

Name: James C. Chesley
Title: Mayor

HUD

File Copies

The Town of Clifton, Virginia
Affordable Housing Program
Monthly Activity Summary
As of May 31, 2003

	<u>Month of</u> <u>May-03</u>	<u>Year to</u> <u>Date</u>	<u>Program</u> <u>to Date</u>
<u>Bidding Activity Summary</u>			
Homes Reviewed	28	185	262
Homes Rejected for Bid	0	44	73
Homes Selected for Bid	28	141	189
Winning Bids	6	30	50
Conversion Ratio	21.4%	21.3%	26.5%

Purchase and Sales Activity Summary

Homes Under Contract for Purchase from HUD	10		
Sales Contracts Accepted from Qualified Buyers	8	30	31

Inventory Activity Summary

Inventory, Beginning of Period	17	0	0
Homes Purchased	5	40	40
Homes Sold	5	23	23
Inventory, End of Period	<u>17</u>	<u>17</u>	<u>17</u>

Volume and Profit Summary

Total Sales Volume	\$ 595,300	\$ 2,796,223	\$ 2,796,223
Profit to Town of Clifton	\$ 21,718	\$ 117,972	\$ 117,972

Town of Clifton						
Net Profit Calculation						
	4920	722	22950	2252	2857	
	<u>April</u>	<u>Arthur</u>	<u>Fleet</u>	<u>Ft Pickens</u>	<u>Lambert</u>	<u>Totals</u>
Sales Price	88,900	61,900	250,000	110,000	84,500	595,300
Base Purchase Cost	72,000	37,200	240,000	70,300	73,500	493,000
HUD Discount	-10,800	-5,580	-36,000	-10,545	-11,025	-73,950
Misc Acq Costs	1,300	947	3,370	2,167	1,261	9,045
Loan Discount CLC	2,160	1,116	7,200	2,109	2,205	14,790
Repairs	9,000	16,000	200	24,160	8,310	57,670
Carrying Costs	362	659	1,738	1,440	375	4,574
Interest	620	1,565	5,365	3,046	633	11,229
Commission	5,334	3,714	15,000	6,600	845	31,493
Selling Costs	899	772	1,090	955	745	4,461
Total NDC	80,875	56,393	237,963	100,232	76,849	552,312
Profit	8,025	5,507	12,037	9,768	7,651	42,988
Buyer Credits	315	-2,000	0	0	-1,500	-3,185
Net Profit	8,340	3,507	12,037	9,768	6,151	39,803
CLC Mgmt Fee 45%	3,753	1,578	5,417	4,396	2,768	17,911
Net to Town of Clifton	4,587	1,929	6,620	5,372	3,383	21,892

Town of Clifton Affordable Housing Program
Inventory Detail Report

Case #	No.	Street	City	ST	Zip	Subdivision	Built	Type	SF	BR	FB	HB	Cost	Bought	Contract	Sold	Sales Pr
548-290914	2252	Fort Pickens Court	Dumfries	VA	22026	Williamstown	1980	T	1320	3	2	1	70,300	1/20/03	4/18/03	5/27/03	110,000
541-186501	5239	Westhaven Crescent	Virginia Beach	VA	23464	Indian Lakes	1986	T	1540	3	2	1	70,200	1/20/03	1/8/03	2/21/03	89,900
541-559191	3507	Farrier Cove	Suffolk	VA	23435	Steeplechase	1998	D	1500	3	2	1	129,100	1/20/03	1/6/03	2/20/03	141,523
541-293050	742	Lake Edward Drive	Virginia Beach	VA	23462	Lake Edward West	1969	T	1396	3	1	1	35,400	1/20/03	2/11/03	3/31/03	80,900
548-266521	8316	Sunnyside Court	Manassas Park	VA	20111	Manassas Park Village	1977	T	1139	2	1	1	80,600	1/20/03	3/26/03	4/25/03	108,900
548-382314	10549	Brechin Way	Manassas	VA	20109	Campbells Trace	1998	T	2176	3	2	1	185,800	1/31/03	12/24/02	2/6/03	193,900
541-515328	704	Pelham Drive	Newport News	VA	23608	Windsor Great Park	1976	D	1961	4	2	1	112,500	1/20/03	2/28/03	3/27/03	137,500
541-567651	230	Harrier Street	Virginia Beach	VA	23462	Northridge	1982	T	1440	3	1	1	43,200	1/20/03	2/11/03	3/20/03	62,500
541-585327	3848	LaSalle Drive, #108	Virginia Beach	VA	23453	Buckner Woods	1997	GC	1132	2	2	1	86,000	1/20/03	2/10/03	3/18/03	102,500
548-387372	44891	Point Bay Terrace	Ashburn	VA	20147	Riverside Village	1996	T	1688	4	3	1	218,100	1/31/03	2/21/03	3/14/03	239,900
541-299556	143	Oakland Drive	Madison Heights	VA	24572	Viking Fjord	1975	D	1400	3	1	1	66,400	2/14/03	3/12/03	5/2/03	92,000
541-191109	722	Arthur Avenue	Virginia Beach	VA	23452	Pecan Gardens	1974	T	1404	3	1	1	37,200	1/31/03	4/24/03	5/30/03	61,900
541-570435	468	Hill Meadow Drive	Virginia Beach	VA	23454	Hilltop Manor	1983	T	1200	2	1	1	33,300	1/31/03	4/23/03	p-5/30	45,900
548-322505	12830	Bison Court	Woodbridge	VA	22192	Old Bridge Estates	1987	T	1220	3	2	1	168,001	1/31/03	3/13/03	4/25/03	192,500
541-587742	700A	Rapidan River Court	Chesapeake	VA	23320	Riverwalk	1992	GC	989	2	2		67,300	2/14/03	3/15/03	4/28/03	79,000
541-207517	6108B	Bradford Drive	Suffolk	VA	23435	Wynnewood	1988	SDC	1064	3	1	1	35,500	1/31/03	3/6/03	4/29/03	47,900
541-541124	1104	Dane Street	Chesapeake	VA	23323	Geneva Shores	1988	D	1466	3	2		108,200	2/14/03	1/9/03	3/21/03	124,900
541-277669	707	Lake Edward Drive	Virginia Beach	VA	23462	Lake Edward West	1969	T	1400	3	1	1	35,400	1/31/03	5/6/03	p-6/20	60,900
541-565970	1649	Sandy Pines Way	Chesapeake	VA	23321	Sandy Pines	1987	D	1330	3	2		101,000	1/31/03	2/11/03	3/17/03	118,900
541-378075	528	Ravenstone Drive	Chesapeake	VA	23322	Etheridge Manor	1987	D	1537	3	2		160,200	2/14/03	5/14/03	p-6/12	184,900
548-372542	22950	Fleet Terrace	Sterling	VA	20166	Groewood	1997	T	2040	4	3		240,000	2/14/03	4/11/03	5/14/03	250,000
541-442215	1008	Villas Court	Virginia Beach	VA	23456	Glenwood	1989	GC	1106	2	2		60,500	2/14/03	3/6/03	4/4/03	75,300
548-319370	4851	Benecia Lane	Dumfries	VA	22026	Lakecrest	1998	T	1460	3	3	1	167,500	2/14/03	3/3/03	3/27/03	190,000
541-491279	208	Rockwood Place	Suffolk	VA	23435	Burbage Grant	1996	DC	1964	3	2	1	117,400	2/14/03	3/1/03	3/27/03	141,900
541-555829	1066	Whales Run Court	Virginia Beach	VA	23454	Virginia Village	1979	DC	1344	3	2		55,100	4/3/03	4/24/03	p-6/20	79,900
541-518641	21	Christine Court	Hampton	VA	23666	Magruder Commons	1987	T	921	2	1	1	47,800	4/3/03	5/27/03	p-6/20	59,900
541-574199	260	Burnetts Way	Suffolk	VA	23434	Burnetts Mill	1988	D	1512	3	2		66,200	4/3/03			89,900
541-487434	3243	Redgrove Court	Virginia Beach	VA	23453	Scarborough Square	1975	T	1392	3	2	1	57,600	4/3/03	5/31/03	P-6/27	73,900
541-591425	3216	Creekside Drive	Virginia Beach	VA	23453	Scarborough Square	1985	T	1084	2	2		45,500	4/3/03	5/27/03	p-6/20	65,000
541-499180	181	E. Wexford Drive	Suffolk	VA	23434	Wexford Downs	1997	T	1229	3	2	1	80,700	4/3/03	5/20/03	p-6/30	102,300
541-566325	2857	Lambert Trail	Chesapeake	VA	23323	Woodland Trails	1954	D	1425	4	1		73,500	4/29/03	3/24/03	5/25/03	84,500
541-568882	3220	Ashaway Road	Virginia Beach	VA	23452	The Lakes	1978	SD	1492	4	2		84,600	4/29/03			119,900
541-563263	4920	April Avenue	Virginia Beach	VA	23464	Rosemont Forest	1989	THC	1356	2	2	1	72,000	4/29/03	5/14/03	5/29/03	88,900
541-206499	18	Gawain Way	Hampton	VA	23669	Kings Square	1986	T	1226	2	1	1	52,100	4/29/03			66,900
548-354807	17440	Tangariro Square	Dumfries	VA	22026	Forest Park	1998	T	1348	3	3	1	188,100	5/15/03			215,900
541-516587	1939	Rawood Drive	Hampton	VA	23663	Fordham	1955	D	1020	4	1		52,200	4/29/03			69,900
548-363849	8548	Stonewall Road	Manassas	VA	20110	Point of Woods	1973	D	1576	3	1	1	211,500	5/15/03			259,900
548-382460	6657	Rockleigh Way	Alexandria	VA	22315	Amberleigh	1986	T	1200	3	2	1	233,500	5/15/03			255,000
548-392180	21753	Rockwood Terrace	Sterling	VA	20164	Woodstone	1992	T	1334	3	2	1	218,000	5/15/03			239,900
541-543267	5701	Hawthorne Lane	Portsmouth	VA	23703	Edgefield	1980	D	1638	4	1	1	109,800	p-6/5			134,900
541-493471	167	Wedgewood Place	Madison Heights	VA	24572	Ivanhoe Forest	1972	D	1500	3	2		88,600	5/15/03			114,900
541-482800	3238	Scarborough Way	Virginia Beach	VA	23456	Scarborough Square	1983	T	1124	2	1	1	45,400	p-6/5			63,900
541-489108	824	Nottaway Drive	Chesapeake	VA	23320	Knells Ridge	1987	T	1292	2	1	1	76,100	p-6/5			89,900
541-482244	506	Peregrine Street	Virginia Beach	VA	23462	Northridge	1982	T	1178	3	1	1	37,000	p-6/5			61,900
541-495601	707	East Pembroke Ave	Hampton	VA	23669	Area 101	1936	D	1400	3	1	1	77,000	p-6/5			99,900
548-378349	6207	Bella Drive	Centreville	VA	20121	Centre Ridge	1994	T	1240	3	2	1	245,000				259,900
541-451835	1518	E Pembroke Avenue	Hampton	VA	23663	Area 101	1995	D	1120	3	2		77,000				95,000
541-457411	760	Glenshire Drive	Virginia Beach	VA	23462	Lynbrook Landing	1983	T	1456	3	2	1	60,100				79,900
541-576621	1439	Canadian Court	Virginia Beach	VA	23453	Green Run	1989	T	1080	2	1	1	58,500				69,900
541-586632	129	Squire Reach	Suffolk	VA	23434	Area 62	2000	T	1500	3	2	1	108,800				129,900



U. S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
WASHINGTON, D. C. 20410-8000

OFFICE OF THE ASSISTANT SECRETARY
FOR HOUSING-FEDERAL HOUSING COMMISSIONER

May 22, 2003

MORTGAGEE LETTER 2003-07

**TO: ALL APPROVED MORTGAGEES
ALL FHA ROSTER APPRAISERS**

SUBJECT: Prohibition of Property Flipping

On May 1, 2003, the Department of Housing and Urban Development published a final rule in *The Federal Register* amending the mortgage insurance regulations to prevent the practice of flipping on properties that will be financed with Federal Housing Administration (FHA) insured mortgages. Property flipping is a practice whereby a recently acquired property is resold for a considerable profit with an artificially inflated value, often abetted by a lender's collusion with the appraiser. These changes to existing credit policies, in effect for all mortgage loan applications signed on or after June 2, 2003, will eliminate the most egregious examples of predatory flips of properties within the FHA mortgage insurance programs and, thus, preclude home purchasers using FHA financing from becoming victims of predatory flipping activity.

This Mortgagee Letter provides a synopsis of the final rule, as well as specific guidance to assist lenders in complying with these new requirements. We urge mortgage lenders and appraisers to review the entire published final rule as well.

Highlights of Final Rule

The final rule requires that: a) only owners of record can sell properties that will be financed using FHA insured mortgages; b) any re-sale of a property may not occur 90 or fewer days from the last sale to be eligible for FHA financing; and c) that for re-sales that occur between 91 and 180 days where the new sales price exceeds the previous sales price by 100 percent or more, FHA will require additional documentation validating the property's value. In addition, the rule provides flexibility for FHA to examine and require additional evidence of appraised value when properties are re-sold within 12 months.

Sale by Owner of Record

To be eligible for a mortgage insured by FHA, the property must be purchased from the owner of record and the transaction may not involve any sale or assignment of the sales contract. This requirement applies to all FHA purchase money mortgages regardless of the time between

re-sales.

The mortgage lender must obtain documentation verifying that the seller is the owner of record and submit this to HUD as part of the insurance endorsement binder; it is to be placed behind the appraisal on the left side of the case binder. This documentation may include, but is not limited to, a property sales history report, a copy of the recorded deed from the seller, or other documentation such as a copy of a property tax bill, title commitment or binder, demonstrating the seller's ownership of the property and the date it was acquired.

Re-sales Occurring 90 Days or Less Following Acquisition

If a property is re-sold 90 days or fewer following the date of acquisition by the seller, the property is not eligible for a mortgage insured by FHA. FHA defines the seller's date of acquisition as the date of settlement on the seller's purchase of that property. The re-sale date is the date of execution of the sales contract by the buyer that will result in a mortgage to be insured by FHA.

As an example, a property acquired by the seller is not eligible for a mortgage to be insured for the buyer unless the seller has owned that property for at least 90 days. The seller must also be the owner of record.

Re-sales Occurring Between 91 and 180 Days Following Acquisition

If the re-sale date is between 91 and 180 days following acquisition by the seller, the lender is required to obtain a second appraisal made by another appraiser *if* the resale price is 100 percent or more over the price paid by the seller when the property was acquired.

As an example, if a property is re-sold for \$80,000 within six months of the seller's acquisition of that property for \$40,000, the mortgage lender must obtain a second independent appraisal supporting the \$80,000 sales price. The mortgage lender may also provide documentation showing the costs and extent of rehabilitation that went into the property resulting in the increased value but must still obtain the second appraisal. The cost of the second appraisal may not be charged to the homebuyer.

FHA also reserves the right to revise the re-sale percentage level at which this second appraisal is required by publishing a notice in the Federal Register.

Re-sales Occurring Between 91 Days and 12 Months Following Acquisition

If the re-sale date is more than 90 days after the date of acquisition by the seller but before the end of the twelfth month following the date of acquisition, FHA reserves the right to require additional documentation from the lender to support the re-sale value if the re-sale price is 5 percent or greater than the lowest sales price of the property during the preceding 12 months. At FHA's discretion, such documentation may include, but is not limited to, an appraisal from another appraiser.

FHA will announce its determination to require the additional appraisal and other value documentation, such as an automated valuation method (AVM), through a Federal Register issuance. This requirement may be established either nationwide or on a regional basis, at FHA's discretion.

Exceptions to 90-day Restriction

The final rule exempts properties acquired by an employer or relocation agency in connection with the relocation of an employee from the time restriction on re-sales. Re-sales by HUD under its Real Estate Owned (REO) program are not subject to the time restrictions. However, any subsequent re-sale of such a property must meet the 90-day threshold in order for the mortgage to be eligible as security for FHA insurance. The Homeownership Centers (HOCs) do not have the authority to waive the regulatory requirements set forth in the final rule.

The restrictions established by the final rule are not intended to apply when a builder is selling a newly built home or is building a home for a homebuyer wishing to use FHA-insured financing. HUD will more fully address this issue through issuance of the Federal Register notice provided for in § 203.37a(b)(4)(iv) of the final rule.

Date of Property Acquisition Determined by the Appraiser

In addition, mortgage lenders may rely on information provided by the appraiser in compliance with the updated Standard Rule 1-5 of the Uniform Standards of Professional Appraisal Practice (USPAP). This rule requires appraisers to analyze any prior sales of the subject property that occurred within specific time periods, now set for the previous three years for one-to-four family residential properties.

As a result, the information contained on the Uniform Residential Appraisal Report (URAR) describing the Date, Price and Data for Prior Sales for the subject property and the comparables is to include all transactions that occurred within three years of the date of the appraisal. Appraisers are responsible for considering and analyzing any prior sales of the property being appraised and the comparables that occurred within three years of the date of the appraisal.

Therefore, provided that the URAR completed by the appraiser shows the most recent sale of the property to have occurred at least one year previously, no additional documentation is required from the mortgage lender. The mortgage lender remains accountable for verifying that the seller is the owner of record and may rely on information developed by the appraiser for this purpose if provided. However, if the lender obtains conflicting information before loan settlement, it must resolve the discrepancy and document the file accordingly.

Summary of Property Flipping Regulations In Effect June 2, 2003

Prior Sale Occurred	0-90 Days	91-180 Days
Eligibility for FHA Financing	<p>Not Eligible</p> <ul style="list-style-type: none"> • Exceptions include relocation agencies and re-sales by employers to employees and sales by HUD of Real Estate Owned. • The HOCs cannot grant exceptions. 	<p>Eligible <i>provided</i>:</p> <ul style="list-style-type: none"> • Re-sale price to FHA mortgagors is less than 100% greater than previous sale or • If 100% or more greater than previous sale, second appraisal supports value

If you have any questions regarding this Mortgagee Letter, please contact your Homeownership Center (HOC) in Atlanta (888-696-4687), Denver (800-543-9378), Philadelphia (800- 440-8647), or Santa Ana (888-827-5605).

Sincerely,

John C. Weicher
Assistant Secretary for Housing-
Federal Housing Commissioner

Reclaiming Our Water

See the story of Northern Virginia's Occoquan Reservoir in this 60-minute film narrated by NPR's Frank Statio.

When? Sun., June 8, 6:30 - 8:00 p.m.

Where? Clifton Town Meeting Hall, 12641
Chapel St., Clifton, VA.

Call 703-803-8400 for more information.

Co-sponsored by the Clifton Betterment Association
and the Audubon Naturalist Society

Come Celebrate a
Sunny Day!



Friday in the
Park

June 6th

From after work until
the band quits playing!

Bring your blanket and a picnic dinner
to the gazebo this Friday!

The music will begin about 7 pm.

The CBA

**Town of Clifton
Proposed Budget Changes
Fiscal Year 2003 to 2003**

5/2003 - Per Town Council Changes

<u>REVENUES:</u>	<u>FY2003</u>	<u>FY2004</u>	<u>Proposed Change Amount</u>	<u>%</u>	
Federal Grants - Land	96,000	96,000	-	0%	
Town Match - Land	12,000	12,000	-	0%	
CBA Match - Land	12,000	12,000	-	0%	
Total Land Grant	120,000	120,000	-	0%	
Federal Trans. Project - Trails	36,192	36,192	-	0%	
Town Match - Trails	-	-	-	-	
Town Inkind - Trails	4,524	4,524	-	0%	
CBA match - Trails	4,524	4,524	-	0%	
Total Trails Grant:	45,240	45,240	-	0%	
TOTAL FEDERAL GRANTS:	165,240	165,240	-	0%	
Fire Programs Grant	4,000	6,000	2,000	50%	
TOTAL STATE GRANTS:	4,000	6,000	2,000	50%	
HUD Homes Project Income:		100,000	100,000	100%	<i>Add on item.</i>
Taxes & Permits Revenues:					
Sales Tax	15,000	15,000	-	0%	
BPOL Tax	15,000	15,000	-	0%	
Utility Consumption Tax	1,116	1,116	-	0%	
Motor Vehicle Tags	4,713	4,713	-	0%	
No. Va. Cigarette Tax	1,800	1,800	-	0%	
Use Permits	1,650	1,000	(650)	-39%	
PC Subdivision Permits	1,500	1,500	-	0%	
ABC Profits	840	840	-	0%	
ARB Permits	120	120	-	0%	
Railroad Tax	1,504	1,504	-	0%	
TOTAL TAX & PERMITS:	43,243	42,593	(650)	-2%	
Community Hall Revenues:					
Community Hall Rentals	12,420	12,420	-	0%	
Community Hall Donations	4,600	4,600	-	0%	
Community Hall Parties	-	-	-	-	
TOTAL C.H. REVENUES:	17,020	17,020	-	0%	
Other Revenues:					
Caboose Revenues					
Interest Income	645	645	-	0%	
Car Show Income	125	-	(125)	-100%	
Haunted Trail Event	6,000	6,000	-	0%	
Clifton Day Revenues	1,000	1,000	-	0%	
Homes Tour	2,200	2,200	-	0%	
Farmers' Market Income	600	600	-	0%	
Park Rental	400	400	-	0%	
Special Revenue: Litter Control Grant	1,100	1,100	-	0%	
CIF - Contributions	-	-	-	-	
Other Income	-	-	-	-	
TOTAL OTHER REVENUE:	12,070	11,945	(125)	-1%	
TOTAL PROPOSED REVENUES:	241,573	342,798	101,225	41.9%	

**Town of Clifton
Proposed Budget Changes
Fiscal Year 2003 to 2003**

5/2003 - Per Town Council Changes

	<u>FY2003</u>	<u>FY2004</u>	<u>Proposed Change Amount</u>	<u>%</u>	
EXPENSES:					
Payroll Expenses:					
					<i>TC Suggested Increase:</i>
					20%
Town Clerk Salary	3,750	4,500	750	20%	
Town Treasurer Salary - increased volume	3,750	4,500	750	20%	
Payroll Taxes	1,148	1,378	230	20%	
Payroll Miscellaneous	-	-	-		
TOTAL PAYROLL EXPENSES:	8,648	10,378	1,730	20%	
CONTRACTUAL EXPENSES:					
					<i>Proposed Increase:</i>
					5%
Insurance	3,440	3,612	172	5%	
Town Government:					
ARB Expenses	500	525	25	5%	
BZA Expenses	-	-	-		
Planning Commission Expenses	1,500	1,575	75	5%	
TOTAL TOWN GOVERNMENT:	2,000	2,100	100	5%	
Professional Fees:					
Accounting - Multi Year Audit Review	2,500	1,313	(1,188)	-48%	
Legal Fees	5,500	6,000	500	9%	<i>TC Suggested Increase</i>
Special Council	11,500	11,500	-	0%	
TOTAL PROFESSIONAL FEES:	19,500	18,813	(688)	-4%	
Rental Expenses:					
Railroad Siding Rental	800	840	40	5%	
Ayre Square Rental	500	525	25	5%	
TOTAL RENTAL EXPENSES:	1,300	1,365	65	5%	
Town Maintenance Expenses:					
Beautification Committee	2,500	2,500	-	0%	
Grounds Maintenance	3,500	4,000	500	14%	<i>Tree work</i>
Town Hall Maintenance - Structural Improvements	10,000	10,500	500	5%	<i>Tree work</i>
Ayre Square Maintenance	-	-	-		
RR Siding/Caboose Maintenance	-	-	-		
TOTAL TOWN MAINTENANCE EXPENSES:	16,000	17,000	1,000	6%	
Town Services:					
Elections	-	700	700	100%	
Fire Hall Tree Watering	-	-	-		
Fire Program - Pass through to FCFD	4,000	6,000	2,000	50%	
Grass Mowing	3,500	3,675	175	5%	
Trash Collections	1,692	1,777	85	5%	
TOTAL TOWN SERVICE EXPENSES:	9,192	12,152	2,960	32%	
Utility Expenses:					
Utilities - Gas and Electric	2,500	2,625	125	5%	
Utilities - Water and Sewer	300	315	15	5%	
TOTAL UTILITIES:	2,800	2,940	140	5%	
Dues & Subscriptions:					
Va Municipal League	310	326	16	5%	
Other Dues & Subscriptions	210	221	11	5%	
TOTAL DUES & SUBSCRIPTIONS:	520	546	26	5%	
Caboose Expenses:					
Caboose Equipment	-	-	-		
Caboose Electric	300	315	15	5%	
Caboose Gas	300	315	15	5%	
Caboose Maintenance - Painting	2,500	2,500	-	0%	
TOTAL CABOOSE EXPENSES:	3,100	3,130	30	1%	

**Town of Clifton
Proposed Budget Changes
Fiscal Year 2003 to 2003**

5/2003 - Per Town Council Changes

	<u>FY2003</u>	<u>FY2004</u>	<u>Proposed Change</u>	
			<u>Amount</u>	<u>%</u>
Community Hall Expenses:				
Community Hall Insurance	-	-	-	
Community Hall Trash Collection	-	-	-	
Community Hall Equipment	2,000	2,000	-	0%
Community Hall General Maintenance	2,900	3,045	145	5%
Community Hall Cleaning	1,800	1,890	90	5%
Community Hall Floors - cleaning &/or carpets	2,400	2,520	120	5%
Community Hall Electric	9,626	10,107	481	5%
Community Hall Mgt Fee - 20% C.H. Rentals & Use Donations	3,400	3,404	4	0%
TOTAL COMMUNITY HALL EXPENSES:	<u>22,126</u>	<u>22,966</u>	<u>840</u>	<u>4%</u>
Other Contractual Expenses:				
Legal Advertising	1,000	1,050	50	5%
Printing & Publication	600	630	30	5%
Mayoral Reimbursement	1,800	1,890	90	5%
Clifton Day Expenses	950	998	48	5%
Homes Tour Expense	600	630	30	5%
Car Show Expense	125	-	(125)	-100%
Farmers' Market Expense	250	600	350	140%
Haunted Trails Event	2,000	2,100	100	5%
Summer in the Parks Event	-	500	500	100%
Miscellaneous Contractual Expenses	5,000	5,250	250	5%
TOTAL OTHER CONTRACTUAL EXPENSES:	<u>12,325</u>	<u>13,648</u>	<u>1,323</u>	<u>11%</u>
TOTAL CONTRACTUAL EXPENSES:	<u>92,303</u>	<u>94,659</u>	<u>2,356</u>	<u>3%</u>
COMMODITIES EXPENSES:				
Equipment Disposition	-	-	-	
Calendars & Posters Expense	-	-	-	
Copies	300	315	15	5%
Postage & Delivery	432	454	22	5%
Computer Supplies	1,200	1,260	60	5%
Office Supplies	900	945	45	5%
License Plates	550	578	28	5%
Miscellaneous Commodities	1,000	1,050	50	5%
TOTAL COMMODITIES EXPENSES:	<u>4,382</u>	<u>4,601</u>	<u>219</u>	<u>5%</u>
CIF Expenses:				
CIF Playground	1,000	1,000	-	0%
CIF Miscellaneous	1,000	1,000	-	0%
CIF Land Purchase	-	-	-	
CIF - Cable Burial	-	10,000	10,000	100%
TOTAL CIF IMPROVEMENTS:	<u>2,000</u>	<u>12,000</u>	<u>10,000</u>	<u>500%</u>
S.R. Litter Control Expense				
	<u>1,100</u>	<u>1,100</u>	<u>-</u>	<u>0%</u>
HUD Homes Reserve for Unexpected Expenses:				
		100,000	100,000	100%
HUD Homes Reserve for CH CIF Improvements:				
		10,000	10,000	100%
TOTAL HUD HOMES RESERVES:		<u>110,000</u>	<u>110,000</u>	<u>100%</u>
Federal Project:				
Trans. Project - Land	120,000	120,000	-	0%
Trans. Project - Trails	40,716	40,716	-	0%
Trans. Project- Inkind Services	4,524	4,524	-	0%
TOTAL FEDERAL TRANSPORTATION PROJECT:	<u>165,240</u>	<u>165,240</u>	<u>-</u>	<u>0%</u>
TOTAL PROPOSED EXPENDITURES:	<u>273,673</u>	<u>397,978</u>	<u>124,305</u>	<u>45%</u>
NET INCOME:	<u>(32,100)</u>	<u>(55,180)</u>	<u>(23,080)</u>	<u>72%</u>

Add on item

Add on item.

Add on item.

06/03/03

Town of Clifton
Cash Balance Report
As of June 3, 2003

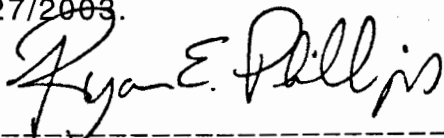
	<u>Jun 3, 03</u>
ASSETS	
Current Assets	
Checking/Savings	
Checking	987.05
Investments	
Playground Reserve Fund	1,025.00
Clifton Heights Escrow	5,680.60
Investments - Other	155,878.53
Total Investments	<u>162,584.13</u>
Total Checking/Savings	<u>163,571.18</u>
Total Current Assets	<u>163,571.18</u>
TOTAL ASSETS	<u>163,571.18</u>
LIABILITIES & EQUITY	0.00

THE Journal NEWSPAPERS

PROOF OF PUBLICATION

I, Ryan E. Phillips Publisher of the Fairfax Journal a newspaper in the County/City of Fairfax published in the English language, and having a bona fide list of paid subscribers located in the aforementioned County/City, and entered as second class matter under the Postal Laws and Regulations of the United States of America for 52 successive weeks or more prior to the issue of 05/27/03, certify that the notice of JUNE 3RD HEARING

for
TOWN OF CLIFTON
attached hereto has been published on
05/27/2003.



Ryan E. Phillips

Sworn to and subscribed before me this
27th day of May, 2003.

Deborah Lawson
My commission expires

March 31, 2006

Ad number: 11504381
End date : 05/27/2003
05/27/2003
TOWN OF CLIFTON

NOTICE OF PUBLIC HEARING

Pursuant to Sec. 15.2-1800.B. of the Code of Virginia (1950, as amended), please take notice that the Town Council of the Town of Clifton, Virginia (the "Town"), will conduct a public hearing regarding the proposed encumbrancing and sales of certain real properties owned by the Town or expected to be acquired by the Town within the next 30 days, having the locations, maximum loan amounts and minimum sales prices specified below:

Property Address				Maximum Loan Amount and Minimum Sales Price	
5701	Hawthorne Lane	Portsmouth	VA	23703	\$125,000
167	Wedgewood Place	Madison Heights	VA	24572	103,000
3238	Scarborough Way	Virginia Beach	VA	23456	57,000
506	Peregrine Street	Virginia Beach	VA	23462	55,000
707	East Pembroke Ave	Hampton	VA	23669	93,000
824	Nottaway Drive	Chesapeake	VA	23320	83,000

Each of the foregoing properties is proposed to be encumbered by a first deed of trust, securing indebtedness not to exceed the respective maximum amounts, and to be sold for not less than the respective minimum amounts, specified above.

Said public hearing will take place on June 3, 2003, at 7:30 p.m., at the Clifton Town Meeting Hall, 12641 Chapel Road, Clifton, Virginia.

May 27, 2003

NVA11504381amh

File
copy

Minutes
Clifton Town Council Meeting
Tuesday, July 1, 2003
Clifton Town Meeting Hall

Present: Mayor Jim Chesley, Mac Arnold, Margo Buckley, Laura Harrington, Bill Hollaway, Wayne Nickum; residents and guests of the town

The Pledge of Allegiance was said by all.

Joint Public Hearing: Town Council and Planning Commission

1. Topic: community open space
2. Lev Buller: Would like proposed wording for town ordinance to incorporate use to accommodate CBA barn, car show, etc., and to include what is prohibited, and what is approved such as a recurring town event.
3. Brant Baber: What about noncommercial organizations? Are home businesses considered commercial? Non-profit? For profit?
4. Richard King: Selling of Christmas trees by a nonprofit Clifton organization should be okay.
5. Motion to close joint public hearing. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

Town Council Meeting:

1. Motion made to approve minutes from June 3, 2003, Town Council meeting. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.
2. Motion made to approve minutes from June 23, 2003, special Town Council meeting. Yays: Chesley, Buckley, Hollaway, Nickum. Abstain: Harrington, Arnold. Motion passes.
3. Motion made to approve minutes from June 23, 2003, emergency Town Council meeting. Yays: Chesley, Buckley, Hollaway, Nickum. Abstain: Harrington, Arnold. Motion passes.
4. Treasurer's report: Marilyn Barton
 - a. Motion made to approve. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.
 - b. Letter received from Taya Abbott, and read to council by Marilyn. Issue concerns bill from William Gordon, Associates, concerning payment for services. Marilyn does not know which account to draw from in order to pay this bill. More information is needed. Table until August meeting.
5. Rental agreement letter for rental of town properties is still being developed. Mac Arnold will present at August meeting.
6. Update on Presbyterian Church addition: Larry Hensle
 - a. Congregation voted to approve building design, pursue architect, and organize fund drive.
 - b. New sketches of proposed addition in relation to old sanctuary and manse were presented, along with proposed new parking lot for 51 spaces.
 - c. According to Larry, the sanctuary will always remain small. The pre-school will use new building and part of the renovated fellowship hall.
7. HUD property update:
 - a. Seven additional properties, six houses closed on.
 - b. Brant Baber's letter concerning CLC was discussed. Motion made for Town Council to grant

Brant the authority to draft an amendment to contract to include recommendations stated in letter. (See letter dated July 1, 2003, from Brant Baber.) Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

c. Motion made to hold special Town Council meeting on July 21, 2003, at 8:15 P.M. in gazebo in park to vote on current HUD properties. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

8. Reminder: Board of Supervisors meeting on July 7, 2003.

9. CBA President Michelle Stein requested extended hours in gazebo park for the following dates: July 4, 2003; August 1, 2003; September 5, 2003, and June 5, 2004. Motion made to approve dates, with the stipulation that amplified live music does not continue past 9:30 P.M. Per fire marshal: no fireworks allowed on July 4.

10. Use permits compliance: Steve Effros

a. Committee recommends not using facilitators hired by propertyowner.

b. Notice should be sent by Town informing home owner that he/she is in violation. \$500 per day can be charged if noncompliant, and a lien can be issued. Compliance facilitators can be hired to watch construction and report back to ARB and Planning Commission

11. Patty Moore fund has been transferred to Clifton Playground account.

12. Closing on Gilliam property held on June 24, 2003. Amendment to sales contract removed town as purchaser in order for sale to go through. Trust will purchase property from Gilliam, and then sell it to town within one year.

13. NOVEC franchise: Mayor Chesley steps down, and meeting now chaired by Laura Harrington. Motion made to appoint Wayne Nickum and Bill Hollaway to negotiate agreement with NOVEC. Yays: Arnold, Buckley, Harrington, Hollaway, Nickum. Abstain: Chesley. Motion passes.

14. Motion made to adjourn. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

Minutes
Clifton Town Council Meeting
Tuesday, July 1, 2003
Clifton Town Meeting Hall

Connections

Present: Mayor Jim Chesley, Mac Arnold, Margo Buckley, Laura Harrington, Bill Hollaway, Wayne Nickum; residents and guests of the town

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10. Use permits compliance: Steve Effros

- Approved*
- a. Committee recommends ~~not~~ using facilitators/hired by property owner.
 - b. Notice should be sent by Town informing home owner that he/she is in violation. \$500 per day can be charged if noncompliant, and a lien can be issued. Compliance facilitators can be hired to watch construction and report back to ARB and Planning Commission

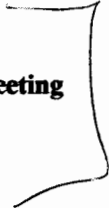
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14. Motion made to adjourn. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

Minutes
Special Clifton Town Council Meeting
Monday, July 21, 2003
Clifton Gazebo Park



Present: Mayor Jim Chesley, Mac Arnold, Margo Buckley, Bill Hollaway, Wayne Nickum, Brant Baber
John Eubank

Public Hearing: HUD Properties

1. No public comment
2. Public hearing closed

Special Town Council Meeting:

1. Motion made to approve encumbrance of current HUD properties. Passed unanimously: Chesley, Buckley, Hollaway, Nickum.
2. Motion made to adjourn. Passed unanimously: Chesley, Arnold, Buckley, Hollaway, Nickum.

*File
copy*

July 21, 2003, 8:15 P.M.

GAZEBO PARK

SPECIAL CLIFTON TOWN COUNCIL MEETING

AGENDA

- . Approval of current HUD properties**

If anyone attending this special Town Council meeting needs a sign language interpreter, or any other type of special accommodation or auxiliary aid, please call Jim Chesley at 703-830-2129.

Posted: Post Office and Clifton General Store

Minutes
Special Clifton Town Council Meeting
Monday, July 21, 2003
Clifton Gazebo Park

Present: Mayor Jim Chesley, Mac Arnold, Margo Buckley, Bill Hollaway, Wayne Nickum, Brant Baber
John Eubank

Public Hearing: HUD Properties

1. No public comment
2. Public hearing closed

Special Town Council Meeting:

1. Motion made to approve encumbrance of current HUD properties. Passed unanimously: Chesley, Buckley, Hollaway, Nickum.
2. Motion made to adjourn. Passed unanimously: Chesley, ^{Arnold} Buckley, Hollaway, Nickum.

CLIFTON TOWN COUNCIL MEETING AGENDA

**TUESDAY, July 1, 2003, 7:30 P.M.
CLIFTON TOWN MEETING HALL
12641 CHAPEL ROAD
CLIFTON, VA 20124**

A. PUBLIC HEARING: HUD PROPERTIES

**B. JOINT PUBLIC HEARING: TOWN COUNCIL AND PLANNING COMMISSION
Community Open Space**

C. TOWN COUNCIL MEETING:

Order of business

- 1. Reading of minutes of last regular meeting and any subsequent special meetings**
- 2. Report of the Treasurer**
- 3. Reading of communications**
- 4. Citizens' remarks**
 - A. Suggestions or complaints of citizens and taxpayers, and other persons authorized by the Mayor to address the Council**
 - B. Each person wishing to address the Council shall, when recognized by the Mayor:**
 - i. Give his or her name and address**
 - ii. Direct his or her remarks to the Council and not to other citizens present**
 - iii. Be limited to one period of not over five (5) minutes, unless granted additional time by unanimous consent of the Council**
 - C. Priority shall be given to persons who have signified to the Clerk their desire to address the Council.**
 - D. The Mayor shall enforce this Subsection.**
- 5. Unfinished business**
- 6. Reports of special committees**
- 7. Reports of standing committees, in the order as may be determined by the Mayor**
 - Architectural Review Board (ARB)**
 - Planning Commission**
 - Board of Zoning Appeals (BZA)**
- 8. New business**
 - HUD properties**
 - July 4 celebration/fireworks reminder from Fire Marshall**
- 9. Old business**
 - NOVEC franchise**
 - Clifton Presbyterian Church update**
 - Gilliam property update**
- 10. Adjournment**

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CLIFTON TOWN COUNCIL MEETING AGENDA

TUESDAY, July 1, 2003, 7:30 P.M.
CLIFTON TOWN MEETING HALL
12641 CHAPEL ROAD
CLIFTON, VA 20124

*Use
* revised
agenda file*

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B. JOINT PUBLIC HEARING: TOWN COUNCIL AND PLANNING COMMISSION
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 - HUD properties
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*+ PARK budget (gazebo)
+ July 4th celebration
+ Industrial Bond Authority covered by
+ Charter change (vice mayor designation)*

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+ Planning zoning

*Fertiliza-
tion Schedule:
April
Sept
Oct*

*+ Party Mon
+ Park -
1st fertilizing
has been
completed*

CLIFTON TOWN COUNCIL MEETING AGENDA

**TUESDAY, July 1, 2003, 7:30 P.M.
CLIFTON TOWN MEETING HALL
12641 CHAPEL ROAD
CLIFTON, VA 20124**

A. PUBLIC HEARING: HUD PROPERTIES

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7/1/03

#1

Joint Public Hearing

town

Lev: proposed wording for the ordinance -
to incorporate use / to accommodate
CBA barn, car show, etc. permitted land use,
special events, prohibitive uses, parking
etc. → recurring special event as Farmer's ~~Mkt~~.

Proposed zoning:

Creation of new zoning district

Should this be overlay on ~~the~~ ?

Steve Effros:

Parking lot owned
by Clifton House?

Apply for new zoning?

No, according to B. Holloway

Grant:

noncommercial organizations?

[neither same term?]

what does this mean?

Home businesses? they are commercial.

[But can be non-profit & for-profit]

R. King: Selling trees in Flood plain:
nonprofit org > okay -

But not anyone else from
another area, county or locale -

Clifton Day seems to be broader
matter → episodic event

Motion to close hearing: unanimous

T.C. Mtg called to order

#2

- ① June 3 T.C. minutes: approved unan.
 - ② June 23 " : " "
 - ③ June 23 " : " "
- chgs. date

④ Treasurer - M. Barton

ⓐ Report approved unan. ✓

ⓑ letter from T. Abbott } read by Marilyn B.
Hand Re:

Wm. Gordon Assoc.'s bill rec'd 7/1/03
[Re: charge backs firm developments]

Should be working for the town, not individual
land-owners

* [See summary of Planning Comm. Subdivision
Costs
Barker

- ① ~~Maple~~ / Cepel ?? ④ Clifton Hts. ??
- ② Taylor
- ③ Rq 4

ⓧ Table this

more info
needed -

August T.C.
mtg.

Marilyn
does not
know which
acct to pay
from

ⓧ Bills: continued review of sub-division

5. ?? August agent

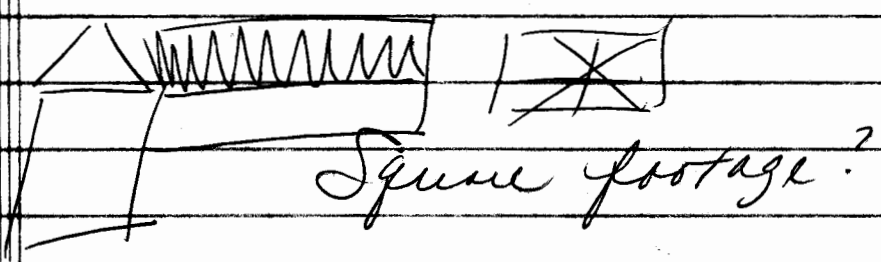
* Rental agreement letter, Mar

↓
Put on August agenda

6) Presbyterian Church - Larry Helzel

(a) Congregation voted to approve building design } pass architect, organize fund drive, etc.

(b) New sketches of proposed addition in relation to old sanctuary + manse; also, pkg. lot sketched (51 acres)



of seats: 120

- Sanctuary will always remain small
- for school will use new building + part of renovated fellowship hall

(2 lots } issue ??

Property line issue??

⑦ HUD Property update
 - 7 additional properties
 - 6 homes closed on } Pg. 2

We're in great shape!

Brant: CLC -

insurance policy for indemnity -
 See B's recommendation

see Brant's letter

- monthly escrow report
- list of contractors
- delete requirement for an estimate of net development

Motion 3?

for T.C. for
 Brant to draft Am

to contract 1 to
 3 amendments

See Brant's letter

reqs: CLC to take
 action in other recommendations

Unan. - passed

Spec. T.C. mtg. } Public Mtg.
 for HUD properties:

7/21 / 03

at gazebo 8:15 P.M.

*

Com

8 Mtg. July 7th - 2003

Board of Supervisors

Resource protection services

9 M. Stein - (CBA) requests to attend home in park

Fri

(9 P.M. - 11 P.M.)

* July 4, 2003
* Aug 1, 2003
* Sept 5, 2003
June 5, 2004

We need more info - live music.

Approval: July 4th
Aug. 1st

Motion
~~Amplified~~
Amplified music to end at ~~10 P.M.~~ - 9:30 P.M.

No fireworks: per fire marshal

All 4 dates:
July 4
Aug. 1

* Motion made to end music at 9:30 P.M.

11 P.M. okay

Unanimously passed

10

July 4th event

per
Captain
McNamera

No fireworks [pu-leeez!]

that
explode, fly, emit sparks over
12'

ARB: 246-4856

Industrial
Board

A permit can be obtained
up to \$2500 can be charged to infractor

11) Compliance to use permits
Committee: S. Effros' report

Tom
Lawyer
↓
Ang.
agenda
+
Rental
of
fire
facilities

Compliance and Enforcement
complaint procedure ↘ Not to use
facilitators that
are hired by property
owner

Council

Notice from town that
person ^{is} in violation -
\$500. ^{is} can be
charged per day

~~If
person
does not
comply (the
applicant), then
a lien will be
issued~~

Steve
Effros
assign town
compliance
facilitators
who will watch
construction &
report to ARB &
Planning
Comm.

fertilization of

12 Children's Park } table

13 8 acres } thank you, Wayne!

14 Certified minutes to be sent
Selection of Vice

Copy:
Get
to
Jimmy

Public mtg.

15 Patty Moore fund } → to
playground

16 Gilliam Property
closing: 6/24/03

Amendment to Sales Contract
remove Tom as purchaser to allow
sale to go forward

(X) Motion
to
thank

Agreed to
purchase contract w/ Tom
1yr. to execute to complete contract

TRUST purchased property from
Mr. Gilliam - we can buy w/in year

16 Traffic safety brochures

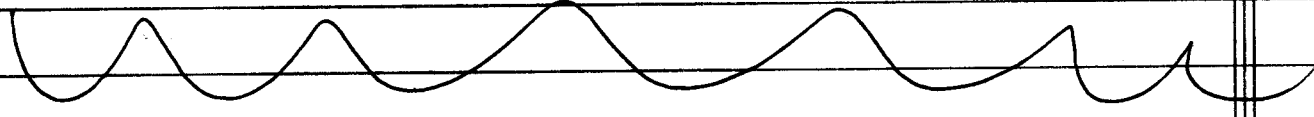
17 NOVEC franchise [6/23/03]

Laura steps in, in place of Jimmy

18 Community Open Space

→ table until Aug

We need recommendation for Planning Com



~~Adj~~

Passed unan.

#11

NOVEC Continued

* Motion to appoint negotiate Wayne + Bill to discuss ~~discuss~~ ^{interim} agreement w/ NOVEC w/ auth to represent w/ interests of Council

19

Margo needs another check ^{from} Joe - do at 7/21/03 mtg.

Adjourn

Baber & Kalinowski, P.C.
10340 Democracy Lane, Suite 210
Fairfax, Virginia 22030

Phone 703-591-2323
Fax 703-591-9347

Writer's Email:
bb@baberkal.com

July 1, 2003

TO: MAYOR AND TOWN COUNCIL

FROM: BRANT BABER

RE: HUD HOMES PROGRAM

I have reviewed the Contract for Services and a number of home purchase/loan files to determine the extent to which the contractor has been complied with its obligations. Overall, the files I reviewed were in good shape and organized. Here are some specific findings and recommendations:

- As discussed at the June meeting, the contractor had not obtained an insurance policy to collateralize its indemnity obligation. After approval by the Council at its June 3 meeting, the Town and CLC entered into a contract amendment to cause John Eubank and Tim Lewis to guarantee personally the indemnity obligation up to a total of \$100,000. I am in possession of signed originals of that amendment.
- The Town has not received the following, required by Exhibit A of the contract:
 - certification from CLC, in connection with the funding of each note, that neither CLC nor any principal or affiliate has received or has any right to receive any compensation or benefit in connection with such loan, except as provided for in the contract
 - monthly reports as to the starting and ending balance in each escrow account for each home
 - monthly report identifying each service provider with which CLC has contracted, each service to be provided and the compensation to be received by such provider [reports that have been delivered comply with the obligation to disclose the status of every home successfully bid on and all fees and compensation paid to CLC and its affiliates]
 - estimated calculation of "net development cost" for each home not later than 2 business days prior to a settlement date
 - certifications from each entity with which CLC contracts or obtain services that they have not agreed to pay any amount to or confer any benefit on any person, other than their employees

- evidence that all contractors performing work on homes have adequate worker's compensation and builder's risk insurance coverage, and insurance certificates showing that the Town and CLC are additional insureds
- the files contained the original promissory note that had not been marked "PAID IN FULL"
- there was no evidence re buyer's satisfying special criteria, i.e. single parent with kids, police, fire fighter, teacher

Recommendations:

- the Town should amend the contract to:
 - provide that there be an escrow report for each home delivered within 45 days after the sale of the home to a buyer, rather than monthly,
 - permit CLC to identify all contractors on a list that is updated and delivered to the Town when the contractors change, and to disclose their compensation once on the final net development costs report
 - delete the requirement for an estimate of net development costs and require that report be delivered within 45 days after the sale of the home to a buyer, rather than monthly,
- CLC should obtain and deliver to the Town the required certifications as to its compensation, and cause all contractors to deliver their required certifications
- each promissory note should be marked "PAID IN FULL" not later than 2 business days after sale of a home
- evidence should be obtained demonstrating the nature of each buyer, i.e. occupation, number of children residing in the home

**The Town of Clifton, Virginia
Affordable Housing Program
Monthly Activity Summary
As of June 30, 2003**

	<u>Month of</u> <u>Jun-03</u>	<u>Year to</u> <u>Date</u>	<u>Program</u> <u>to Date</u>
<u>Bidding Activity Summary</u>			
Homes Reviewed	25	210	287
Homes Rejected for Bid	1	45	74
Homes Selected for Bid	24	165	213
Winning Bids	7	37	57
Conversion Ratio	29.2%	22.4%	26.8%

Purchase and Sales Activity Summary

Homes Under Contract for Purchase from HUD	6		
Sales Contracts Accepted from Qualified Buyers	10	40	41

Inventory Activity Summary

Inventory, Beginning of Period	17	0	0
Homes Purchased	11	51	51
Homes Sold	3	26	26
Inventory, End of Period	<u>25</u>	<u>25</u>	<u>25</u>

Volume and Profit Summary

Total Sales Volume	\$ 171,800	\$ 2,968,023	\$ 2,968,023
Profit to Town of Clifton	\$ 7,456	\$ 125,603	\$ 125,603

Town of Clifton				
Net Profit Calculation				
	3216	468	707	
	<u>Creekside</u>	<u>Hill Meadow</u>	<u>Lake Edward</u>	<u>Totals</u>
Sales Price	65,000	45,900	60,900	171,800
Base Puchase Cost	45,500	33,300	35,400	114,200
HUD Discount	-6,825	-4,995	-5,310	-17,130
Misc Acq Costs	1,043	959	931	2,933
Loan Discount CLC	1,365	999	1,062	3,426
Repairs	11,910	5,455	15,885	33,250
Carrying Costs	371	1,096	777	2,244
Interest	1,194	1,326	1,980	4,500
Commission	3,900	2,754	3,654	10,308
Selling Costs	775	1,141	1,096	3,012
Total NDC	59,233	42,035	55,475	156,743
Profit	5,767	3,865	5,425	15,057
Buyer Credits	0	0	-1,500	-1,500
Net Profit	5,767	3,865	3,925	13,557
CLC Mgmt Fee 45%	2,595	1,739	1,766	6,101
Net to Town of Clifton	3,172	2,126	2,159	7,456

125,600
(year to date)

File:
Mac
Arnold

TOWN OF CLIFTON

RENTAL AGREEMENT LETTER

TO: _____ DATE: _____

This Rental Agreement is entered into this ____ day of _____, 2003, between the Town of Clifton, Lessor, and _____, Lessee, for the rental of the (check one):

- ____ Clifton Town Meeting Hall
- ____ Ayer Square
- ____ Children's Playground

1. The Lessee agrees to pay \$_____ per hour for the use of the said facility. Payment is due with the reservation of the facility. The Lessee hereby reserves the hall from _____M. to _____M. on the ___ day of _____, 2003. The rental time must include the time necessary to set up and clean up.

2. A deposit of \$_____ is required to be paid in addition to the rental fee. If the facility is not left reasonably clean and in good repair, a deduction from the deposit will be made to pay for the cleaning and repairs. If the cost of cleaning and repairs exceeds the deposit, the Lessee agrees to pay all costs. If the reservation is cancelled less than four weeks before the event, the deposit will be returned less the \$100.00 minimum charge.

3. The Lessee has read the Rules for the facility and agrees to abide by the Rules.

4. In the event of a breach of this Rental Agreement, the Lessee agrees that a legal claim may be filed in the Court of the County of Fairfax and that the Lessee shall pay the Lessor's attorney's fees.

AGREED: _____ (Date)

LESSEE: _____ LESSOR: TOWN OF CLIFTON
(Name)

(Address) By: _____

(Home Phone) (Business Phone)

(Driver's License Number)

Number of People: _____

Type of Activity: _____

This signed contract must be returned with the deposit within fourteen (14) days of the date of this letter or the use.

TOWN OF CLIFTON

RULES CONCERNING CLIFTON TOWN MEETING HALL,
AYER SQUARE AND THE CHILDRENS' PLAYGROUND

1. No alcoholic beverages are allowed unless an ABC permit is obtained by the Renter. The permit must be available two (2) days before the event when the keys are picked up.
2. No smoking is allowed inside the facility.
3. Hours: Sunday through Thursday 8:00 a.m. to 10:00 p.m.
 Saturday and Sunday 8:00 a.m. to 11:00 p.m.
3. No amplified sound that can be heard beyond the bounds of the property or excessive noise is permissible
4. Rates for the Town Meeting Hall

Fairfax County Residents:

\$25.00 per hour without Kitchen
\$50.00 per hour with Kitchen
Minimum \$100.00 Charge

Non-Fairfax County Residents:

\$35.00 per hour without Kitchen
\$60.00 per hour with Kitchen
Minimum \$100.00 Charge

Rates for Ayers Square and Children's Playground

\$100.00 for up to four (4) hours.

5. Deposit: \$150.00 without Kitchen
 \$250.00 with Kitchen
6. No commercial uses are allowed.
7. A minimum of four (4) weeks written notice of cancellation must be given for the deposit to be refunded.
8. Damage to the facility and unusual cleaning charges will be deducted from the deposit. No nails, tape, tacks, candles or substances that will cause damage shall be placed on the wall or window surfaces.
9. Youths (under age 18) must be properly chaperoned. The user assumes responsibility and liability for any loss of property, accident or injury during or as a result of the use of the facility.
10. All activities are to remain inside the hall, unless permitted by the Clifton Town Counsel.
11. Facility must be left clean, which may require sweeping, mopping and other general maintenance. All trash is to be removed from inside containers and trashcan liners replaced. The trash is to be put in the outside trash containers or hauled away. No food is to be left inside the hall.

**Summary of Planning Commission Subdivision Costs
6/30/2003**

Transaction Date	Invoice #	William Gordon Assoc	Amount	Lot #	Name	Frog Hill	Barker/Cables	Taylor	Other	Town General Charge
12/1/1998	1620-0101	Review of Plans-9/18, 10/14/98 General Town Matters	\$ 1,715.37							\$ 1,715.37
12/1/1998		Swinger property 11/16/98	\$ 125.00						\$ 125.00	
12/28/1998	983079	FH Lots 5, 11	\$ 125.00	5, 11		\$ 125.00				
4/5/1999	990478	FH Lots 5, 11	\$ 187.50	5, 11		\$ 187.50				
10/4/1999	991978	Inv 991978	\$ 1,062.50	??					\$ 1,062.50	
12/30/1999	993031	FH Lot 2	\$ 217.50	2		\$ 217.50				
2/22/2000	000289	FH Lot 2	\$ 290.00	2		\$ 290.00				
7/16/2000	001539	FH Lot 10	\$ 72.50	10		\$ 72.50				
2/22/2000	983260	PC general	\$ 18.50							\$ 18.50
6/5/2000		review plans 6/1/00	\$ 971.08						\$ 971.08	
9/5/2000	002370	Barker/Cables review plans	\$ 725.00	???			\$ 725.00			
9/29/2000	002558	FH inv 002558	\$ 225.00			\$ 225.00				
10/25/2000	002918	Inv 2918-general/ Barker Cables	\$ 675.00				\$ 600.00			\$ 75.00
11/30/2000	003268	FH Lot 7 & Burke property	\$ 825.00	7, Burke		\$ 225.00			\$ 600.00	
1/5/2001	003623	FH lot 1, Barker/Cable	\$ 450.00	1, Barker		\$ 150.00	\$ 300.00			
3/6/2001	010130	FH and Cables	\$ 975.00	105		\$ 225.00				
				111		\$ 375.00				
				109			\$ 375.00			
5/13/2001	010761	Taylor Property - 3/28/01	\$ 800.00	Taylor				\$ 800.00		
6/5/2001	011079	Taylor Property - Co Access	\$ 300.00	Taylor				\$ 300.00		
6/30/2001	011424	Taylor Property-Prep & Attend PC	\$ 375.00	Taylor				\$ 375.00		
8/4/2001	10489	3/21/01 plans Barker/Cables	\$ 153.00				\$ 153.00			
8/27/2001	11972	Taylor plan review	\$ 670.00	Taylor				\$ 670.00		
11/16/2002	0202127	FH review req'd by town	\$ 404.46			\$ 404.46				
6/28/2002	0300391	FH 1820-0101	\$ 150.00			\$ 150.00				
	0300128	FH 1620-0101	\$ 485.00			\$ 485.00				
Totals:			\$ 11,797.41			\$ 3,131.96	\$ 2,163.00	\$ 1,946.00	\$ 2,768.68	\$ 1,808.87
10/20/1998	RJL Assoc	Less Revenue Received:	\$ (1,500.00)	RJL		\$(1,500.00)				
12/12/1998	RJL Assoc	Less Revenue Received:	\$ (1,500.00)	WS Lot 5		\$(1,500.00)				
7/30/1999	RJL Assoc	Less Revenue Received:	\$ (1,500.00)	FH Lot 9		\$(1,500.00)				
10/4/1999			\$ (1,500.00)	FH Lot 8		\$(1,500.00)				
10/4/1999			\$ (1,500.00)				\$(1,500.00)			
10/1/2001	RJL Assoc	Less Revenue Received:	\$ (1,500.00)	RJL				(1,500.00)		
11/15/99-4/20/01		17 \$250 payments	\$ (4,250.00)			\$(4,250.00)				
		CH Escrow adjustment	\$ (150.00)							
10/4/1999	ck 3227	Rebate of PC ARB fees Lots 11, 5, 9, 8	\$ 5,375.00			\$ 5,375.00				
	ck 3438	Rebate of Lot 7 PC fees	\$ 250.00			\$ 250.00				
Total Funds Rec'd from RJL Assoc:			\$ (7,775.00)			\$(4,626.00)	\$(1,500.00)	#####		
YTD difference:			\$ 4,022.41			\$(1,493.04)	\$ 663.00	\$ 445.00	\$ 2,768.68	\$ 1,808.87
Less General Town Charges:			\$ (1,808.87)							
Less Other Non Frog Hill Charges:			\$ (2,758.58)							
Remaining:			\$ (646.04)							

Frog Hill Summary Net: \$ (396.04)

**Summary of Planning Commission Subdivision Costs
6/30/2003**

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10/4/1999			\$ (1,500.00)	FH Lot 8		\$(1,500.00)				
10/4/1999			\$ (1,500.00)				\$(1,500.00)			
10/1/2001	RJL Assoc	Less Revenue Received:	\$ (1,500.00)	RJL				(1,500.00)		
11/15/99-4/20/01		17 \$250 payments	\$ (4,250.00)			\$(4,250.00)				
		CH Escrow adjustment	\$ (150.00)							
10/4/1999	ck 3227	Rebate of PC ARB fees Lots 11, 5, 9, 8	\$ 5,375.00			\$ 5,375.00				
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Total Funds Rec'd from RJL Assoc:			\$ (7,775.00)			\$(4,625.00)	\$(1,500.00)	#####		
YTD difference:			\$ 4,022.41			\$(1,493.04)	\$ 653.00	\$ 445.00	\$ 2,758.58	\$ 1,808.87
Less General Town Charges:			\$ (1,808.87)							
Less Other Non Frog Hill Charges:			\$ (2,758.58)							
Remaining:			\$ (545.04)							

Frog Hill Summary Net: \$ (395.04)



THE TOWN OF
Clifton

P.O. BOX 309
CLIFTON, VIRGINIA 22024

July 1, 2003

Memo to Town Council

Response to Letter from Taya Abbott, Planning Commission
(Read at June Town Council Meeting)
Requesting Town Council Review of Subdivision Activity

Since June 1996 the Town has been handling numerous aspects of the planning, review and approval of the Frog Hill and Clifton Heights Subdivisions. As you all are well aware, the initial phase of the Frog Hill Subdivision was resolved through a legal dispute that determined a significant debt write-off in December 1998.

At that same time an escrow fund was established to provide funding to cover costs incurred as a result of the Clifton Heights Subdivision. All costs charged to the Town and coded as related to the Clifton Heights Subdivision were charged to the established escrow fund rather than being incurred as a Town expense. The balance remaining in the escrow fund is \$5,455.60. Once all expenses are confirmed as being paid and a report is received from the Planning Commission that the subdivision development is concluded, the Town Council should request that these remaining funds be returned.

Simultaneously, the Town Council changed the fees required by the Planning Commission to \$1,500. Six payments equaling \$9,000 were received from RJI Associates from Oct 1998 through October 2001. When the Town Council modified this fee back down to \$250, a rebate was issued to RJI Associates in the amount of \$5,625. Additionally 17 payments of \$250 fees were received totaling \$4,250; leaving the revenue balance of \$7,625.

Attached is a listing of all the William Gordon Associates bills that were authorized for payment by the Planning Commission and paid accordingly from the Town Treasury from December 1998 to present. Those bills that included payments that were credited to the Clifton Heights Escrow Fund are not included. The charges are summarized by categories noted on the invoices and entered into the Town Accounting System. Payments attributable to the Frog Hill Subdivision total \$7,229.96 – less than the revenues received. The remaining \$4,567.45 were noted on the bills as “general town charges” and will require research with WGA if more specific detail is required.

Additionally, revenues collected from the developer for Frog Hill, RJL Associates, are listed. Clarification is needed regarding whether these revenues were intended to offset the anticipated costs or charged in addition to charge backs intended to be directed to the developer prior to approval of the subdivision development and then charged to the new property owners after approval of the subdivision development. I received different answers from each person that I talked to and therefore request clarification from the Town Council.

If these revenues were intended to offset the costs anticipated, there would be no charge backs required (pending research on invoices that did not include specific lot information). If the intent was that the revenues were charged in addition to the charge backs of costs, then I need the following information to enable me to bill for reimbursements:

- The date when the Frog Hill Development as approved to determine which costs should be charged to the developer and which costs should be charged to the new owners.
- Mailing addresses - I received a list of owner names from Mike Booth for 11 lots with street address on Water Street. Do these residents have mail delivery service? If not, I will need their P.O. Box addresses to prevent the billings from being returned.
- For the future, whenever a bill is authorized for payment, if a charge back for reimbursement is required, the Planning Commission needs to provide a request to the Treasurer to accompany the original authorized bill. The detailed information needed to prepare, mail and follow-up on the charge-back needs to be provided on the request.
- Is there any reason that William Gordon Associates is not required to bill the applicant directly, rather than channeling all this activity through the Town's Treasury?

Once this information is received, I will be very happy to prepare, mail and follow-up on any charge backs for reimbursement that are requested.

Respectfully,

Marilyn

Marilyn L. Barton
Town Treasurer

5:20 PM
07/01/03
Cash Basis

Town of Clifton
Cash Balance Summary Report
July 1, 2003

	<u>Jul 1, 03</u>
Checking	1,494.77
Investments	
Playground Reserve Fund	1,025.00
Clifton Heights Escrow	5,455.60
Investments - Other	<u>179,078.03</u>
Total Investments	<u>185,558.63</u>
TOTAL	<u><u>187,053.40</u></u>

File

Sales Contract Amendment

This is a contract amendment to the real estate sales contract ratified on February 7, 2003 between James W. Gilliam (seller) and the Town of Clifton and the Northern Virginia Conservation Trust (collectively the purchasers).

First paragraph

Replace the sentence that reads, "This Agreement of Sale is made on January 30, 2003 between the Town of Clifton, a Virginia Municipality (the "Town") and the Northern Virginia Conservancy Trust, a Virginia Nonstock Corporation (the "Trust") (Collectively the "Purchaser") and James W. Gilliam, Inc. (the "Seller")," with the sentence "This Agreement of Sale is made on June 24, 2003 between the Northern Virginia Conservancy Trust, a Virginia Nonstock Corporation (the "Trust") (the "Purchaser") and James W. Gilliam, Inc. (the "Seller")."

Paragraph 1. REAL PROPERTY

Replace the sentence that reads, "The Property consists of approximately 408,200 square feet of land with no improvements thereon (the "Property")," with the sentence "The Property consists of approximately 8.66 acres of land with no improvements thereon (the "Property")."

Paragraph 2. PRICE AND FINANCEING

Replace all of Paragraph 2 with: "(\$115,528) One Hundred Fifteen Thousand, Five Hundred and Twenty Eight Dollars TOTAL SALES PRICE (the "Sales Price"), of which all shall be paid in cash by certified or cashier's check or by bank wire funds at settlement."

Paragraphs 4. APPRAISAL CONTINGENCY and Paragraph 5. FUNDING CONTINGENCY

Both Appraisal and Funding Contingencies have been satisfied.

Paragraph 6. SETTLEMENT DATE

Replace all of Paragraph 6 with: "The Seller and Purchaser agree to make full settlement by the end of June, 2003. A tentative settlement date is set for June 24, 2003."

Paragraph 7. SETTLEMENT AGENT

Insert the following settlement agent in this paragraph:

Colechester Hunt Title & Escrow

5618 Ox Road, Suite C
Fairfax Station, VA 22039

Fairfax Station, VA 22039

Acceptance:

Upon ratification, this contract amendment will become legally binding and enforceable.

SELLER: James W. Gilliam, Inc.

By: J. W. Gilliam, Pres.
Date: 6/27/03

PURCHASER: Town of Clifton, a Virginia Municipality

By: [Signature]
Date: 6/24/03

PURCHASER: Northern Virginia Conservation Trust, a Virginia Nonstick Corporation

By: [Signature]
Date: 6/24/03

AGREEMENT OF SALE

This Agreement of Sale is made on June 24, 2003 between the Town of Clifton, a Virginia Municipality (the "Town")(the "Purchaser") and the Northern Virginia Conservancy Trust, a Virginia Nonstock Corporation (the "Trust") (the "Seller").

1. REAL PROPERTY. The Purchaser shall buy and the Seller shall sell an undivided Sixty Three (63.95%) interest as Tenants in Common in the land with all improvements thereon, described as follows: Tax Map Number 75-4-02-7 in the County of Fairfax on Clifton Road, Clifton, Virginia, 20124, described with greater particularity in a deed dated June 24, 2003 from James W. Gilliam, Inc. to the Trust, all of which is in the Town of Clifton. The Property consists of approximately 8.6559 acres of land with no improvements thereon (the "Property").

2. PRICE AND FINANCING. (\$80,000) Eighty Thousand Dollars
TOTAL SALES PRICE (the "Sales Price"), of which all shall be paid in cash by certified or cashier's check or by bank wired funds at settlement.

3. CONTINGENCY. This Agreement is contingent upon the approval of this Agreement by the Town Council of the Town, within a period of 360 days from the date of ratification. If said commitment and approval (the "Commitments and Approvals") are not obtained, this Agreement shall become null and void, and all parties released from any further liability hereunder.

4. SETTLEMENT DATE. The Seller and Purchaser agree to make full settlement in accordance with the terms hereof within 30 days of receipt of the Commitments and Approvals, except as otherwise provided in this Agreement.

5. SETTLEMENT AGENT. The Purchaser desires to employ Colchester Hunt Title and Escrow, Inc. ("Settlement Agent") to act for both parties. Settlement shall take place at the offices of the Settlement Agent.

6. FEES. Fees for the preparation of the Deed, Grantor's Tax, that portion of the Settlement Agent's fee billed to the Seller, costs of releasing existing encumbrances, appropriate legal fees and any other proper charges assessed to the Seller shall be paid by the Seller. Fees for examination of the title, recording charges (including those for any purchase money trusts), appraisal, title insurance, and that portion of the Settlement Agent's fee billed to the Purchaser, appropriate legal fees, and any other proper charges assessed to the Purchaser shall be paid by Purchaser.

7. PROPERTY OWNERS' ASSOCIATION DISCLOSURE. The Seller represents that the Property is not located within a development which is subject to the Virginia Property Owners' Association Act.

8. INVESTIGATIVE STUDY.

A. Purchaser shall have the right until the date of settlement, at their option and expense, to perform or have performed such tests, studies or investigations, as Purchaser deems appropriate concerning the Property. Purchaser and/or Purchaser's representatives or agents shall be granted access to the Property for the purpose of such studies. Such studies shall not interfere with the normal operation or use of the Property by Seller, nor damage the Property.

9. PROPERTY CONDITION AND INSPECTION. The Purchaser accepts Property in its present "AS IS" condition except as otherwise provided herein. The Property shall be delivered in substantially the same condition as on the date of ratification. Seller grants to Purchaser or his representative the right to make a presettlement inspection.

10. POSSESSION DATE. Unless otherwise agreed to in writing between the Seller and Purchaser, the Seller shall give possession of the Property at the time of settlement. If the Seller fails to do so and exclusively occupies the Property beyond the time of settlement, Seller shall be a tenant by sufferance of Purchaser and hereby expressly waives all notice to quit as provided by law. Purchaser shall have the right to proceed by any means available to recover possession of the Property.

11. DAMAGE OR LOSS. The risk of loss or damages to the Property by fire, act of God, or other casualty remains with Seller until execution and delivery of the Deed of Conveyance.

12. TITLE. The Property shall be sold free of encumbrances. The Seller shall comply with all notices of violations of orders or requirements of any county or local authority or actions in any court on account thereof, against or affecting the Property on the date of settlement. The Seller shall sign such affidavits, lien waivers, tax certifications, and any other documents as may be required by the title insurance company, Settlement Agent, or government authority.

The title report and survey shall be ordered promptly and, if not available at settlement, then settlement may be delayed for up to 15 business days to obtain the title report and survey after which this Agreement, at the options of either party may be terminated. Title is to be good and marketable, and insurable by a licensed title company with no additional risk premium. Title may not be subject to easements, covenants, conditions and restrictions of record; otherwise, the Purchaser may declare this Agreement void, unless the defects are of such character that they may be remedied within a reasonable time. The reasonable time shall not extend more than 60 days beyond the date for settlement set forth or the Seller shall be in default. In case action is required to perfect the title, such action must be taken promptly by the Seller at the Seller's expense. The Seller shall convey the Property by General Warranty Deed.

13. PRORATIONS. Taxes, insurance (if any), and any other operating charges, are to be adjusted to date of settlement. Taxes, general and special, are to be adjusted according to the certificate of taxes issued by the collector of taxes, if any, except that recorded assessments for improvements completed prior to the date of ratification hereof, whether assessment has been levied or not, shall be paid by the Seller or allowance made at the time of settlement.

14. AGENCY CONFIRMATION. The Seller and Purchaser each confirm that they have dealt with no real estate broker or agent in connection with this Agreement and that no claim for any real estate commission exists pursuant to this Agreement or the contemplated sale. Purchaser and Seller agree to indemnify and hold each other harmless from any such claim for a commission, including legal fees.

15. SELLER'S REPRESENTATIONS AND WARRANTIES. Seller makes the following representations, warranties and covenants, which shall be true and accurate at the time of settlement as though made at that time:

A. That the condition of the Property is in full compliance with all applicable zoning, fire codes, building codes and environmental laws.

B. That Seller has not received any notice of, nor has any knowledge of condemnation or eminent domain proceedings having been commenced, or anticipated, against the Property or any part thereof.

C. That the property has not been used for generation, handling, treatment, storage or disposal of hazardous substances or solid waste and that the Seller has not caused and has no knowledge of a release of hazardous substances on-site or off-site of the property.

16. DEFAULT. If either the Purchaser or the Seller is in default, the other party shall have all legal and equitable remedies or may elect to terminate this Agreement. If either the Purchaser or the Seller is in default, then in addition to all other damages, the defaulting party shall immediately pay the costs incurred for the title examination, appraisal, or property survey in full. In any action or proceeding involving a dispute between the Purchaser and Seller arising out of this agreement, the prevailing party shall be entitled to receive from the other party reasonable attorney's fees to be determined by a court or arbitrator.

17. ASSIGNABILITY. This Agreement may not be assigned by either party without the prior written consent of the other party.

18. DEFINITIONS. DAYS mean calendar days unless otherwise specified. For the purpose of computing time periods, the first day shall be the day following Delivery and the time period shall end at 6 p.m. on the day specified. If a date for settlement falls on a Saturday, Sunday or legal holiday, then the settlement shall be on the next business day. DATE OF RATIFICATION means the date of final acceptance in writing of all the terms of this Agreement (not the date of expiration or removal of any contingencies). DELIVERY means hand carried or sent by overnight delivery service. In the event of overnight delivery service, Delivery shall be deemed to have been made on the day following the sending. The MASCULINE includes the feminine and the SINGULAR includes the plural.

19. MISCELLANEOUS. This Agreement may be signed in one or more counterparts, each of which is deemed to be an original, and all of which shall together constitute one and the

same instrument. Documents obtained via facsimile machines shall also be considered as originals. Typewritten or handwritten provisions included in this Agreement shall control all pre-printed provisions that are in conflict.

20. NOTICES. Notices required to be given by this Agreement shall be in writing and shall be effective as of the date on which such notice is Delivered to:

(a) The Seller at:

Northern Virginia Conservancy Trust
4022 Hummer Road
Annandale, Virginia 22003

(b) The Purchaser at:

Town of Clifton
C/o William Holloway
12743, 12801 Chapel Street
P.O. Box 421
Clifton, Virginia 20124

*12743, 12801
AG
6/29/03*

21. COVENANTS. This Agreement shall be binding upon the parties, and each of their respective heirs, executors, administrators, successors and permitted assigns. The provisions hereof shall survive the execution and delivery of the Deed aforesaid and shall not be merged therein. This Agreement, unless amended in writing, contains the final and entire agreement of the parties and the parties shall not be bound by any terms, conditions, oral statements, warranties or representations not herein contained. The interpretation of this Agreement shall be governed by the laws of the Commonwealth of Virginia. **TIME IS OF THE ESSENCE AS TO ALL TERMS OF THIS AGREEMENT.**

22. ACCEPTANCE. Upon ratification, this Agreement becomes a legally binding and enforceable contract. Any changes must be made by written amendment.

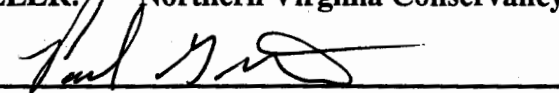
WITNESS OUR SIGNATURES AND SEALS

PURCHASER: Town of Clifton, a Virginia Municipality

By 

DATE 6/24/03

SELLER: Northern Virginia Conservancy Trust, a Virginia Nonstock Corporation

By 

DATE 6/24/03

June 24 2003
DATE OF RATIFICATION

Minutes
Clifton Town Council Meeting
Tuesday, August 5, 2003
Clifton Town Meeting Hall

*File
Copy*

Present: Mac Arnold, Margo Buckley, Bill Hollaway, Wayne Nickum; residents and guests of the town
(Councilman Wayne Nickum chaired meeting.)

The Pledge of Allegiance was said by all.

1. Motion made to approve minutes from July 1, 2003, Town Council meeting. Revisions to be noted: Item #4-b: cross out words "pay this bill" and replace with "bill for reimbursement"; add: "Clarification needed to identify which costs are billable and to whom." Item #9: add the words "passed unanimously". Item #10-a: reword part a to read: "Committee recommends using facilitators approved by property owner." Motion to approved minutes as revised passed unanimously: Nickum, Arnold, Buckley, Hollaway.
2. Motion made to approve minutes from July 21, 2003, special Town Council meeting. Passed unanimously: Nickum, Arnold, Buckley, Hollaway.
3. Treasurer's report: Marilyn Barton
 - a. Motion made to approve. Passed unanimously: Nickum, Arnold, Buckley, Hollaway.
 - b. Additional William Gordon Associates bill for \$65.00 discussed. Planning Commission must approve before Marilyn pays.
4. Citizen Michelle Stein recommended that town consider purchase of Mosquito Magnet for gazebo park. Will be discussed further, and put on September 2, 2003, Town Council agenda.
5. Use of town properties agreement letter: Mac Arnold.
 - a. Review of form/discussion of refund of deposit in event of cancellation, with four weeks notice given
 - b. Motion made to approve rules in pamphlet, subject to presentation at September Town Council meeting. Passed unanimously: Nickum, Arnold, Buckley, Hollaway.
6. New business: Public hearing
 - a. HUD report: best month to date
 - b. Discussion of reinvesting some of the profits, and what town can legally do.
 - c. Motion made to hold next special Town Council meeting on August 21, 2003, at 8 P.M. in gazebo park. Passed unanimously: Nickum, Arnold, Buckley, Hollaway.
7. Request from Margo Buckley to forward \$1000 to person who cleans town meeting hall floors. Motion made to approve request. Passed unanimously: Nickum, Arnold, Buckley, Hollaway.
8. Discussion of adding "Movies Under the Moon" feature to Haunted Trail event, to be shown while people are waiting in line. Cox will assist with advertising. Motion made to approve. Passed unanimously: Nickum, Arnold, Buckley, Hollaway.
9. Discussion of removal of bulletin boards in town meeting hall, to be replaced with mirrors. Can town foot the bill for them? Also, what are the safety issues involved? Discussion will be continued at next Town Council meeting.
10. Motion made to approve town meeting hall management fee for Margo Buckley. Yays: Nickum,

Arnold, Hollaway. Abstain: Buckley. Motion passes.

11. Discussion of potential candidate for position of Town Attorney: Gifford Hampshire. According to Bill Hollaway, Mr. Hampshire has strong land use background, and comes highly recommended.

12. NOVEC has not yet gotten back to us. Question of whether or not we can still get rid of old cables. Deb Dillard expressed concern over power lines. More discussion of this issue will be forthcoming.

13. Motion made to go into executive session to discuss personnel matter: Gif Hampshire and the Town Attorney position

14. Motion made to go back into regular session, with Mac Arnold indicating that only matters pertaining to Town Attorney candidate were discussed. Passed unanimously: Nickum, Arnold, Buckley, Hollaway.

15. Motion made to include Town Attorney position and potential candidate Gif Hampshire on special Town Council meeting agenda, August 26, 2003. Passed unanimously: Nickum, Arnold, Buckley, Hollaway.

16. Motion made to adjourn. Passed unanimously: Nickum, Arnold, Buckley, Hollaway.

*File
Copy*

**Minutes
Special Clifton Town Council Meeting
Tuesday, August 26, 2003
Clifton Gazebo Park**

Present: Mayor Jim Chesley, Mac Arnold, Margo Buckley, Laura Harrington, Bill Hollaway (8:10), Wayne Nickum, Brant Baber, John Eubank, Gifford Hampshire

Public Hearing: HUD Properties

1. No public comment
2. Motion made to close public hearing. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Nickum

Special Town Council Meeting:

1. Motion made to approve encumbrance of current HUD properties. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.
2. Discussion of purchase of Mosquito Magnet for park. Will be put on agenda for September 2, 2003, Town Council meeting.
3. Consideration of appointment of Gifford Hampshire to Town Attorney position. (Term will be to the end of Rod's term: June, 2004.) Motion made to approve appointment. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.
4. Details of new Chesapeake Bay ordinance will be coming out in September, 2003.
5. Reminder of date of Labor Day car show: September 1, 2003. There will be no parking on Main Street from 7 A.M. - 4 P.M.
6. Details of insurance coverage will be presented at next Town Council meeting.
7. Motion made to adjourn. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

File
Copy

Tuesday, August 26, 2003, 8:00 P.M.

CLIFTON GAZEBO PARK

SPECIAL CLIFTON TOWN COUNCIL MEETING
PUBLIC HEARING
AGENDA

Public Hearing:

- Approval of purchases and sales of Town of Clifton HUD properties

Town Council Meeting:

- Bug zapper (Mosquito Magnet) discussion for Children's Playground and consideration for approval
- Consideration of appointment for town attorney position

If anyone attending this special Town Council meeting needs a sign language interpreter, or any other type of special accommodation or auxiliary aid, please call Jim Chesley at 703-830-2129.

Posted: Post Office and Clifton General Store

From : "WAYNE NICKUM" <CLIFNICK@worldnet.att.net>

To : "ROYCE JARRENDT" <LEXLLC2@AOL.COM>, "PAM WALLACE" <PAMWALLACE@MSN.COM>, "MARLYN BARTON" <MBARTON@COMRES.ORG>, "MARGO BUCKLEY" <MARKY@EROLS.COM>, "MAC ARNOLD" <MARNOLD@MCCANDLAW.COM>, "JIM CHESLEY" <CHESLEYJC@NSWCCD.NAVY.MIL>, "BILL HOLLOWAY" <WHOLLOWAW@SKADDEN.COM>, "LAURA HARRINGTON" <LAURA@BALANCEGROUP.US>

Subject : TOWN COUNCIL HUD PUBLIC HEARING AND SPECIAL TOWN COUNCIL MEETING

Date : Tue, 5 Aug 2003 21:04:55 -0400

PUBLIC HEARING AND SPECIAL TOWN COUNCIL MEETING WAS APPROVED BY THE TOWN COUNCIL FOR TUESDAY AUGUST 25, 2003 AT 8PM IN THE GAZEBO CHILDRENS PLAYGROUND.

AGENDA

1. APPROVAL OF PURCHASES AND SALES OF TOWN OF CLIFTON HUD PROPERTIES
2. BUG ZAPPER DISCUSSION FOR CHILDRENS PARK AND CONSIDERATION FOR APPROVAL
3. CONSIDERATION OF APPOINTMENT FOR TOWN ATTORNEY POSITION

THESE ARE THE ONLY ITEMS APPROVED BY THE TOWN COUNCIL FOR DISCUSSION AT THIS SPECIAL TOWN COUNCIL MEETING.

PEARL

slow approach public

Call
609-298-2104

Special Mtg. 8/25/03 Tuesday

8/26/03

Put on calendar

Sept 10 7 PM Aileen's

Brook Club

Carly

Maria G. Fosner

Tuesday, August 26, 2003, 8:00 P.M.

CLIFTON GAZEBO PARK

**SPECIAL CLIFTON TOWN COUNCIL MEETING
PUBLIC HEARING
AGENDA**

Public Hearing:

- **Approval of purchases and sales of Town of Clifton HUD properties**

Town Council Meeting:

- **Bug zapper (Mosquito Magnet) discussion for Children's Playground and consideration for approval**
- **Consideration of appointment for town attorney position**

If anyone attending this special Town Council meeting needs a sign language interpreter, or any other type of special accommodation or auxiliary aid, please call Jim Chesley at 703-830-2129.

Posted: Post Office and Clifton General Store

8/5/03

No-mayor/
vice-mayor

passed w/
corrections

item #10
remove
word not
add
Also -
item 9 -
add
passed
unani-
mously

- ① Minutes from 7/1/03 } unan. } passed
- ② " " 7/21/03 } unan. } passed
- ③ ~~Minutes from 7/21/03~~ Treasurer's report
Approved unanimously

Wm. Gordon Assoc

Additional \$65 bill -

Planning Comm must approve before

M. pays -

4 Citizen report

Complaint: mosquitos - suggestion from M.

Stew. Mos. Magnet Pro - buy for
park \$1300.⁰⁰

Discussed at P. Hearing

per Mosquito magnet. com

Put on next mtg.

(Spec ~~agenda~~ t.c. mtg.)

agenda -

- ⑤ Use of spec. properties }
agreement letter

Mac Amold

review of form / discussion of refund for deposit

(4 weeks notice must be given)

Motion to approve
rules in Pamphlet?
Subject to presentation
at next T.C. Mtg - passed
unanimously

- No AEB
- No Planning Comm. Mts.

Can
you legally
do this?

New
Bus.: Public Hearing

AND:
Best month ever to date!

Great ↓
T.C.
Spec. 1 mtg - Public mtg.
August 26.

(Gazebo) (8 P.M.)

Motion Passed Unan.

Commercial
Lending
Re-invest
some of the
Profits

Next T.C. mtg?
Sept. motion
passed

7.

~~_____~~

\$1000.
Joe (yours) ~~###~~
Comm. Hall

Motion
to grant
this \$1000 -
unan. approved

Margo needs
authorization
of

Margot:
details
worked out
w/ Marilyn

⑧ ~~Halloween~~ } Margo

"Movies under the moon" (Cont)

"Monster movies under the moon"
night at Haunted Park - four
people waiting in line -
City would help w/ advertising

Motion } unan.

Margo -
⑨ Mirrors where bulletin board
is in Comm. Hall
*Will check out cost

the bill? Safety issues?

Bill / Bill / Bill - tempered safety glass -

pass out w/ agenda

⑩ Mgt. fee } Margo - approve/
abstain: Margo

Yays: Arnold,
Nickum, Hollaway

(11)

Discussion - new

June Attorney

Bill has met one - highly recommended

Gift Hampshire?

Strong in our job
Land use background

(12)



Nothing heard back
from NOVEC

Opportunity to get rid
of old cables - still applicable?

* Power lines? Concern -
Deb Dillard

More talk on this -
more details forthcoming -

See poles rd
[Stringflow]

⑬ Use permit -
Will write
proposal, per Steve Effros

⑭ Motion to go into executive
session to discuss
personnel
matter (re: town attorney)
Gif Hampshire

⑮ Motion to go back into
reg. session only personnel matter
unanimous

⑯ Motion: spec. T.C.
Add to next mtg - August

★ consideration of town
attorney [hiring of]

passed unanimously.

⑰ Motion
to adjourn

Items 56-75 /
Poetry /
Literary
Analysis

File Copy

H.A.D.

**The Town of Clifton, Virginia
Affordable Housing Program
Monthly Activity Summary
As of August 31, 2003**

	<u>Month of Aug-03</u>	<u>Year to Date</u>	<u>Program to Date</u>
<u>Bidding Activity Summary</u>			
Homes Reviewed	15	249	326
Homes Rejected for Bid	1	51	80
Homes Selected for Bid	14	198	260
Winning Bids	5	47	67
Conversion Ratio	35.7%	23.7%	25.8%
<u>Purchase and Sales Activity Summary</u>			
Homes Under Contract for Purchase from HUD	3		
Sales Contracts Accepted from Qualified Buyers	4	49	50
<u>Inventory Activity Summary</u>			
Inventory, Beginning of Period	20	0	0
Homes Purchased	6	64	64
Homes Sold	5	43	43
Inventory, End of Period	<u>21</u>	<u>21</u>	<u>21</u>
<u>Volume and Profit Summary</u>			
Total Sales Volume	\$ 978,900	\$ 5,438,423	\$ 5,438,423
Profit to Town of Clifton	\$ 34,576	\$ 216,214	\$ 216,214

Town of Clifton						
Net Profit Calculation						
NDC Certification	6207	21	528	8548	17440	
	<u>Bella</u>	<u>Christine</u>	<u>Ravenstone</u>	<u>Stonewall</u>	<u>Tangariro</u>	<u>Totals</u>
Sales Price	249,000	59,900	185,000	270,000	215,000	978,900
Base Puchase Cost	245,000	47,800	160,200	211,500	188,100	852,600
HUD Discount	-36,750	-7,170	-24,030	-31,725	-28,215	-127,890
Misc Acq Costs	3,237	1,072	1,929	2,593	2,446	11,277
Loan Discount CLC	7,350	1,434	4,806	6,345	5,643	25,578
Repairs	6,035	4,156	10,273	31,650	10,090	62,204
Carrying Costs	2,943	884	2,407	2,453	2,423	11,110
Interest	3,937	1,570	6,902	5,156	4,337	21,902
Commission	2,490	3,594	11,100	16,200	12,900	46,284
Selling Costs	1,089	1,235	1,810	1,425	1,410	6,969
Total NDC	235,331	54,575	175,397	245,597	199,134	910,034
Profit	13,669	5,325	9,603	24,403	15,866	68,866
Buyer Credits	-3,000	0	0	0	-3,000	-6,000
Net Profit	10,669	5,325	9,603	24,403	12,866	62,866
CLC Mgmt Fee 45%	4,801	2,396	4,321	10,981	5,790	28,290
Net to Town of Clifton	5,868	2,929	5,282	13,422	7,076	34,576
NDC X 110%	258,864	60,033	192,937	270,157	219,047	
Sales Price	249,000	59,900	185,000	270,000	215,000	

**Town of Clifton Affordable Housing Program
Inventory Detail Report**

Case #	No.	Street	City	ST	Zip	Subdivision	Built	Type	SF	BR	FB	HB	Bought	Contract	Sold	Sales Pr
541-482800	3238	Scarborough Way	Virginia Beach	VA	23456	Scarborough Square	1983	T	1124	2	1	1	6/5/03			63,900
541-489108	824	Nottaway Drive	Chesapeake	VA	23320	Knells Ridge	1987	T	1292	2	1	1	6/5/03	8/15/03	p-9/5	89,900
541-482244	506	Peregrine Street	Virginia Beach	VA	23462	Northridge	1982	T	1178	3	1	1	6/5/03			63,900
541-495601	707	East Pembroke Ave	Hampton	VA	23669	Area 101	1936	D	1400	3	1	1	6/5/03			99,900
541-451835	1518	E Pembroke Avenue	Hampton	VA	23663	Area 101	1995	D	1120	3	2		6/26/03			95,000
541-457411	760	Glenshire Drive	Virginia Beach	VA	23462	Lynbrook Landing	1983	T	1456	3	2	1	6/26/03	8/20/03	p-9/25	82,400
541-576621	1439	Canadian Court	Virginia Beach	VA	23453	Green Run	1989	T	1080	2	1	1	6/26/03	7/28/03	p-9/15	69,900
541-495822	3823B	Meherrin River Reach	Portsmouth	VA	23703	River Pointe	1995	THC	1265	2	2	1	7/24/03	8/25/03	p-9/25	89,900
541-506130	3884	Chancery Lane	Virginia Beach	VA	23452	Windsor Oaks West	1975	T	1496	3	2	1	6/26/03			79,900
541-393868	26	Holly Hill Lane	Portsmouth	VA	23702	Area 21	1988	T	1248	3	2		7/24/03	8/19/03	p-9/25	76,500
548-395969	14704	Endsley Turn	Woodbridge	VA	22193	Dale City	1976	T	1274	3	1	1	7/24/03			163,900
541-632246	6016	Margate Avenue	Virginia Beach	VA	23462	Lake Edward West	1977	T	1512	3	2	1	7/24/03	8/30/03	10/30/03	74,900
541-563099	3848	Chancery Lane	Virginia Beach	VA	23452	Windsor Oaks West	1975	T	1320	3	1	1	7/24/03			72,500
541-567811	212	Lowden Hunt Drive	Hampton	VA	23666	Hunt Club Terrace	1956	D	1711	4	1	2	7/24/03			126,900
541-500831	3811A	Falling River Reach	Portsmouth	VA	23703	River Pointe	1996	GC	886	2	2		8/28/03			79,900
548-335298	2241	Farrington Ave #302	Alexandria	VA	22303	Farrington Place	1950	GC	600	2	1		7/24/03			109,900
548-346090	7928	Casa Grande Place	Alexandria	VA	22309	Sequoyah	1978	THC	1100	2	1	1	8/28/03			132,900
541-269525	908	Sugar Tree Court	Chesapeake	VA	23320	Greenbrier	1980	D	1320	3	2			8/9/03	p-10/15	135,900
541-402986	4305	Derby Wharf Drive	Virginia Beach	VA	23456	Salem Woods	1982	D	1822	4	2	1	8/28/03			169,900
548-322510	3362	Nadia Loop	Woodbridge	VA	22193	P William Commons	1998	T	1534	3	3	1	8/28/03			249,900
541-548977	3412	Raintree Road	Virginia Beach	VA	23452	Princess Anne Plaza	1962	D	1122	3	1		8/28/03			114,900
541-600431	2120	Christian Avenue	Chesapeake	VA	23324	South Norfolk	1910	D	1764	3	1	1	8/28/03			104,500
541-486496	2	Sandy Lake Drive	Hampton	VA	23666	Sanlun Lakes	1984	D	1316	3	1	1				115,900
541-597198	161	Erin Drive	Madison Heights	VA	24572	None	1996	D	1600	3	2	1				138,000

SALES PRICES ARE TENTATIVE AND SUBJECT TO CHANGE

Bill
Jimmy
Wayne
Margo

Mac
⑤

No Laura
Hamington

8:20
P.M.

Tuesday, August 26, 2003, 8:00 P.M.

CLIFTON GAZEBO PARK

SPECIAL CLIFTON TOWN COUNCIL MEETING
PUBLIC HEARING
AGENDA

Bill - 8:10

Total of \$15,239,000
⑦

Motion to
close -
unanimous

Public Hearing:

- Approval of purchases and sales of Town of Clifton HUD properties

Town Council Meeting:

30 ft. award six wks to become effective

- Bug zapper (Mosquito Magnet) discussion for Children's Playground and consideration for approval

Hampshire

- Consideration of appointment for town attorney position

gift town attorney to take Rod's term thru June 2004

Motion to approve incumbence - unanimous

approved

check on range of each magnet - possibility that we might

If anyone attending this special Town Council meeting needs a sign language interpreter, or any other type of special accommodation or auxiliary aid, please call Jim Chesley at 703-830-2129.

Posted: Post Office and Clifton General Store

Tues. agenda

7-4 P.M. - No
Main St. parking
Auto show

Car show
Mon. day

10 A.M. - Thurs.
insurance coverage
paper work

will describe - T.C. mtg.

Tuesday
August 26

New Chesapeake Bay Order
Sept 5, 2003
New streams mapped but - more info coming out shortly

Next T.C Meeting -

\$85,000

- ICTEA money
- Petty more fund
- Mosquito Magnet
- New zoning district
Comm, open space } new
- Charter change status } new
- Arborist report -
public & private properties } new
- Release of bond:
Frog Hill } new
Town to take over
maintenance
- NOVEC - status of -
-

CLIFTON TOWN COUNCIL MEETING AGENDA

**TUESDAY, August 5, 2003, 7:30 P.M.
CLIFTON TOWN MEETING HALL
12641 CHAPEL ROAD
CLIFTON, VA 20124**

PUBLIC HEARING:

- 1. HUD properties update**

TOWN COUNCIL MEETING:

Order of business

- 1. Reading of minutes of last regular meeting and any subsequent special meetings**
- 2. Report of the Treasurer**
- 3. Reading of communications**
- 4. Citizens' remarks**
 - A. Suggestions or complaints of citizens and taxpayers, and other persons authorized by the Mayor to address the Council**
 - B. Each person wishing to address the Council shall, when recognized by the Mayor:**
 - i. Give his or her name and address**
 - ii. Direct his or her remarks to the Council and not to other citizens present**
 - iii. Be limited to one period of not over five (5) minutes, unless granted additional time by unanimous consent of the Council**
 - C. Priority shall be given to persons who have signified to the Clerk their desire to address the Council.**
 - D. The Mayor shall enforce this Subsection.**
- 5. Unfinished business**
- 6. Reports of special committees**
- 7. Reports of standing committees, in the order as may be determined by the Mayor**
 - Architectural Review Board (ARB)**
 - Planning Commission**
 - Board of Zoning Appeals (BZA)**
- 8. New business**
- 9. Old business**
 - NOVEC franchise**
 - Use permit compliance issue**
- 10. Adjournment**

If anyone attending the Town Council meeting needs a sign language interpreter, or any other type of special accommodation or auxiliary aid, please call Jim Chesley at 703-830-2129. 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.

*File
copy*

**The Town of Clifton, Virginia
Affordable Housing Program
Monthly Activity Summary
As of July 31, 2003**

	<u>Month of</u> <u>Jul-03</u>	<u>Year to</u> <u>Date</u>	<u>Program</u> <u>to Date</u>
<u>Bidding Activity Summary</u>			
Homes Reviewed	24	234	311
Homes Rejected for Bid	5	50	79
Homes Selected for Bid	19	184	232
Winning Bids	5	42	62
Conversion Ratio	26.3%	22.8%	26.7%
<u>Purchase and Sales Activity Summary</u>			
Homes Under Contract for Purchase from HUD	4		
Sales Contracts Accepted from Qualified Buyers	5	45	46
<u>Inventory Activity Summary</u>			
Inventory, Beginning of Period	25	0	0
Homes Purchased	7	58	58
Homes Sold	12	38	38
Inventory, End of Period	<u>20</u>	<u>20</u>	<u>20</u>
<u>Volume and Profit Summary</u>			
Total Sales Volume	\$ 1,491,500	\$ 4,459,523	\$ 4,459,523
Profit to Town of Clifton	\$ 56,035	\$ 181,638	\$ 181,638

**Town of Clifton Affordable Housing Program
Inventory Detail Report**

Case #	No.	Street	City	ST	Zip	Subdivision	Built	Type	SF	BR	FB	HB	Bought	Contract	Sold	Sales Pr
548-290914	2252	Fort Pickens Court	Dumfries	VA	22026	Williamstown	1980	T	1320	3	2	1	1/20/03	4/18/03	5/27/03	110,000
541-186501	5239	Westhaven Crescent	Virginia Beach	VA	23464	Indian Lakes	1986	T	1540	3	2	1	1/20/03	1/8/03	2/21/03	89,900
541-559191	3507	Farrier Cove	Suffolk	VA	23435	Steeplechase	1998	D	1500	3	2	1	1/20/03	1/6/03	2/20/03	141,523
541-293050	742	Lake Edward Drive	Virginia Beach	VA	23462	Lake Edward West	1969	T	1396	3	1	1	1/20/03	2/11/03	3/31/03	60,900
548-266521	8316	Sunnyside Court	Manassas Park	VA	20111	Manassas Park Village	1977	T	1139	2	1	1	1/20/03	3/26/03	4/25/03	108,900
548-382314	10549	Brechin Way	Manassas	VA	20109	Campbells Trace	1998	T	2176	3	2	1	1/31/03	12/24/02	2/6/03	193,900
541-515328	704	Pelham Drive	Newport News	VA	23608	Windsor Great Park	1976	D	1961	4	2	1	1/20/03	2/28/03	3/27/03	137,500
541-567651	230	Harrier Street	Virginia Beach	VA	23462	Northridge	1982	T	1440	3	1	1	1/20/03	2/11/03	3/20/03	62,500
541-585327	3848	LaSalle Drive, #108	Virginia Beach	VA	23453	Buckner Woods	1997	GC	1132	2	2	1	1/20/03	2/10/03	3/18/03	102,500
548-387372	44891	Point Bay Terrace	Ashburn	VA	20147	Riverside Village	1996	T	1688	4	3	1	1/31/03	2/21/03	3/14/03	239,900
541-299556	143	Oakland Drive	Madison Heights	VA	24572	Viking Fjord	1975	D	1400	3	1	1	2/14/03	3/12/03	5/2/03	92,000
541-191109	722	Arthur Avenue	Virginia Beach	VA	23452	Pecan Gardens	1974	T	1404	3	1	1	1/31/03	4/24/03	5/30/03	61,900
541-570435	468	Hill Meadow Drive	Virginia Beach	VA	23454	Hilltop Manor	1983	T	1200	2	1	1	1/31/03	6/8/03	6/20/03	45,900
548-322505	12830	Bison Court	Woodbridge	VA	22192	Old Bridge Estates	1987	T	1220	3	2	1	1/31/03	3/13/03	4/25/03	192,500
541-587742	700A	Rapidan River Court	Chesapeake	VA	23320	Riverwalk	1992	GC	989	2	2		2/14/03	3/15/03	4/28/03	79,000
541-207517	6108B	Bradford Drive	Suffolk	VA	23435	Wynnewood	1988	SDC	1064	3	1	1	1/31/03	3/6/03	4/29/03	47,900
541-541124	1104	Dane Street	Chesapeake	VA	23323	Geneva Shores	1988	D	1466	3	2		2/14/03	1/9/03	3/21/03	124,900
541-277669	707	Lake Edward Drive	Virginia Beach	VA	23462	Lake Edward West	1969	T	1400	3	1	1	1/31/03	5/6/03	6/30/03	60,900
541-565970	1649	Sandy Pines Way	Chesapeake	VA	23321	Sandy Pines	1987	D	1330	3	2		1/31/03	2/11/03	3/17/03	118,900
541-378075	528	Ravenstone Drive	Chesapeake	VA	23322	Etheridge Manor	1987	D	1537	3	2		2/14/03	7/4/03	p-8/13	185,000
548-372542	22950	Fleet Terrace	Sterling	VA	20166	Groveswood	1997	T	2040	4	3		2/14/03	4/11/03	5/14/03	250,000
541-442215	1008	Villas Court	Virginia Beach	VA	23456	Glenwood	1989	GC	1106	2	2		2/14/03	3/6/03	4/4/03	75,300
548-319370	4851	Benecia Lane	Dumfries	VA	22026	Lakecrest	1998	T	1460	3	3	1	2/14/03	3/3/03	3/27/03	190,000
541-491279	208	Rockwood Place	Suffolk	VA	23435	Burbage Grant	1996	DC	1964	3	2	1	2/14/03	3/1/03	3/27/03	141,900
541-555829	1066	Whales Run Court	Virginia Beach	VA	23454	Virginia Village	1979	DC	1344	3	2		4/3/03	4/24/03	7/1/03	79,900
541-518641	21	Christine Court	Hampton	VA	23666	Magruder Commons	1987	T	921	2	1	1	4/3/03	5/27/03	p/7/29	59,900
541-574199	260	Burnetts Way	Suffolk	VA	23434	Burnetts Mill	1988	D	1512	3	2		4/3/03	6/23/03	7/31/03	89,900
541-487434	3243	Redgrove Court	Virginia Beach	VA	23453	Scarborough Square	1975	T	1392	3	2	1	4/3/03	5/31/03	7/31/03	73,900
541-591425	3216	Creekside Drive	Virginia Beach	VA	23453	Scarborough Square	1985	T	1084	2	2		4/3/03	5/27/03	6/20/03	65,000
541-499180	191	E. Wexford Drive	Suffolk	VA	23434	Wexford Downs	1997	T	1229	3	2	1	4/3/03	5/20/03	7/1/03	102,300
541-566325	2857	Lambert Trail	Chesapeake	VA	23323	Woodland Trails	1954	D	1425	4	1		4/29/03	3/24/03	5/25/03	84,500
541-568882	3220	Ashaway Road	Virginia Beach	VA	23452	The Lakes	1978	SD	1492	4	2		4/29/03	6/24/03	7/23/03	119,900
541-563263	4920	April Avenue	Virginia Beach	VA	23464	Rosemont Forest	1989	THC	1356	2	2	1	4/29/03	5/14/03	5/29/03	88,900
541-206499	18	Gawain Way	Hampton	VA	23669	Kings Square	1986	T	1226	2	1	1	4/29/03	6/11/03	7/28/03	70,900
548-354807	17440	Tangariro Square	Dumfries	VA	22026	Forest Park	1998	T	1348	3	3	1	5/15/03	6/18/03	p-8/1	215,000
541-516587	1939	Rawood Drive	Hampton	VA	23663	Fordham	1955	D	1020	4	1		4/29/03	6/23/03	7/31/03	69,900
548-363849	8548	Stonewall Road	Manassas	VA	20110	Point of Woods	1973	D	1576	3	1	1	5/15/03	7/29/03	p-8/19	270,000
548-382460	6657	Rockleigh Way	Alexandria	VA	22315	Ambertleigh	1986	T	1200	3	2	1	5/15/03	6/11/03	7/11/03	260,000
548-392180	21753	Rockwood Terrace	Sterling	VA	20164	Woodstone	1992	T	1334	3	2	1	5/15/03	6/30/03	7/23/03	240,000
541-543267	5701	Hawthorne Lane	Portsmouth	VA	23703	Edgefield	1960	D	1638	4	1	1	6/5/03	6/25/03	7/31/03	140,000
541-493471	167	Wedgewood Place	Madison Heights	VA	24572	Ivanhoe Forest	1972	D	1500	3	2		5/15/03	6/19/03	7/25/03	114,900
541-482800	3238	Scarborough Way	Virginia Beach	VA	23456	Scarborough Square	1983	T	1124	2	1	1	6/5/03			63,900
541-489108	824	Nottaway Drive	Chesapeake	VA	23320	Knells Ridge	1987	T	1292	2	1	1	6/5/03	6/25/03	p-7/31	89,900
541-482244	506	Peregrine Street	Virginia Beach	VA	23462	Northridge	1982	T	1178	3	1	1	6/5/03			61,900
541-495601	707	East Pembroke Ave	Hampton	VA	23669	Area 101	1936	D	1400	3	1	1	6/5/03			99,900
548-378349	6207	Bella Drive	Centreville	VA	20121	Centre Ridge	1994	T	1240	3	2	1	6/26/03	7/12/03	p-8/27	249,000
541-451835	1518	E Pembroke Avenue	Hampton	VA	23663	Area 101	1995	D	1120	3	2		6/26/03			95,000
541-457411	760	Glenshire Drive	Virginia Beach	VA	23462	Lynbrook Landing	1983	T	1456	3	2	1	6/26/03			79,900
541-576621	1439	Canadian Court	Virginia Beach	VA	23453	Green Run	1989	T	1080	2	1	1	6/26/03	7/28/03	p-8/28	69,900
541-586632	129	Squire Reach	Suffolk	VA	23434	Area 62	2000	T	1500	3	2	1	6/26/03	6/23/03	7/23/03	129,900
541-495822	3823B	Meherrin River Reach	Portsmouth	VA	23703	River Pointe	1995	THC	1265	2	2	1	7/24/03			89,900
541-506130	3884	Chancery Lane	Virginia Beach	VA	23452	Windsor Oaks West	1975	T	1496	3	2	1	6/26/03			79,900
541-393868	26	Holly Hill Lane	Portsmouth	VA	23702	Area 21	1988	T	1248	3	2		7/24/03			75,900
548-395969	14704	Endsley Turn	Woodbridge	VA	22193	Dale City	1976	T	1274	3	1	1	7/24/03			159,900
541-632246	6016	Margate Avenue	Virginia Beach	VA	23462	Lake Edward West	1977	T	1512	3	2	1	7/24/03			79,900
541-563099	3848	Chancery Lane	Virginia Beach	VA	23452	Windsor Oaks West	1975	T	1320	3	1	1	7/24/03			72,500
541-567811	212	Lowden Hunt Drive	Hampton	VA	23666	Hunt Club Terrace	1956	D	1711	4	1	2	7/24/03			126,900
541-500831	3811A	Falling River Reach	Portsmouth	VA	23703	River Pointe	1996	GC	886	2	2		p-8/28			79,900
548-335298	2241	Farrington Ave #302	Alexandria	VA	22303	Farrington Place	1950	GC	600	2	1		7/24/03			109,900
548-346090	7928	Casa Grande Place	Alexandria	VA	22309	Sequoyah	1978	THC	1100	2	1	1	p-8/28			132,900
541-269525	908	Sugar Tree Court	Chesapeake	VA	23320	Greenbrier	1980	D	1320	3	2		p-8/28			135,900
541-402986	4305	Derby Wharf Drive	Virginia Beach	VA	23456	Salem Woods	1982	D	1822	4	2	1	p-8/28			169,900

Markup
21.89% 117,923 \$44,740
58 45 38 62
13 p-own 7 20

SALES PRICES ARE TENTATIVE AND SUBJECT TO CHANGE

**Town of Clifton Affordable Housing Program
Inventory Detail Report**

Case #	No.	Street	City	ST	Zip	Subdivision	Built	Type	SF	BR	FB	HB	Cost	Bought	Contract	Sold	Sales Pr
541-378075	528	Ravenstone Drive	Chesapeake	VA	23322	Etheridge Manor	1987	D	1537	3	2		160,200	2/14/03	7/4/03	p-8/13	185,000
541-518641	21	Christine Court	Hampton	VA	23666	Magruder Commons	1987	T	921	2	1	1	47,800	4/3/03	5/27/03	p-8/6	59,900
548-354807	17440	Tangariro Square	Dumfries	VA	22026	Forest Park	1998	T	1348	3	3	1	188,100	5/15/03	6/18/03	p-8/15	215,000
548-363849	8548	Stonewall Road	Manassas	VA	20110	Point of Woods	1973	D	1576	3	1	1	211,500	5/15/03	7/29/03	p-8/19	270,000
541-482800	3238	Scarborough Way	Virginia Beach	VA	23456	Scarborough Square	1983	T	1124	2	1	1	45,400	6/5/03			63,900
541-489108	824	Nottaway Drive	Chesapeake	VA	23320	Knells Ridge	1987	T	1292	2	1	1	76,100	6/5/03	6/25/03	p-8/6	89,900
541-482244	506	Peregrine Street	Virginia Beach	VA	23462	Northridge	1982	T	1178	3	1	1	37,000	6/5/03			61,900
541-495601	707	East Pembroke Ave	Hampton	VA	23669	Area 101	1936	D	1400	3	1	1	77,000	6/5/03			99,900
548-378349	6207	Bella Drive	Centreville	VA	20121	Centre Ridge	1994	T	1240	3	2	1	245,000	6/26/03	7/12/03	p-8/27	249,000
541-451835	1518	E Pembroke Avenue	Hampton	VA	23663	Area 101	1995	D	1120	3	2		77,000	6/26/03			95,000
541-457411	760	Glenshire Drive	Virginia Beach	VA	23462	Lynbrook Landing	1983	T	1456	3	2	1	60,100	6/26/03			79,900
541-576621	1439	Canadian Court	Virginia Beach	VA	23453	Green Run	1989	T	1080	2	1	1	58,500	6/26/03	7/28/03	p-8/28	69,900
541-495822	3823B	Meherrin River Reach	Portsmouth	VA	23703	River Pointe	1995	THC	1265	2	2	1	72,900	7/24/03			89,900
541-506130	3884	Chancery Lane	Virginia Beach	VA	23452	Windsor Oaks West	1975	T	1496	3	2	1	56,700	6/26/03			79,900
541-393868	26	Holly Hill Lane	Portsmouth	VA	23702	Area 21	1988	T	1248	3	2		60,800	7/24/03			75,900
548-395969	14704	Endsley Turn	Woodbridge	VA	22193	Dale City	1976	T	1274	3	1	1	131,000	7/24/03			159,900
541-632246	6016	Margate Avenue	Virginia Beach	VA	23462	Lake Edward West	1977	T	1512	3	2	1	53,100	7/24/03			79,900
541-563099	3848	Chancery Lane	Virginia Beach	VA	23452	Windsor Oaks West	1975	T	1320	3	1	1	46,000	7/24/03			72,500
541-567811	212	Lowden Hunt Drive	Hampton	VA	23666	Hunt Club Terrace	1956	D	1711	4	1	2	100,800	7/24/03			126,900
541-500831	3811A	Falling River Reach	Portsmouth	VA	23703	River Pointe	1996	GC	886	2	2		64,800	p-8/28			79,900
548-335298	2241	Farrington Ave #302	Alexandria	VA	22303	Farrington Place	1950	GC	600	2	1		90,000	7/24/03			109,900
548-346090	7928	Casa Grande Place	Alexandria	VA	22309	Sequoyah	1978	THC	1100	2	1	1	108,000	p-8/28			132,900
541-269525	908	Sugar Tree Court	Chesapeake	VA	23320	Greenbrier	1980	D	1320	3	2		121,000	p-8/28			135,900
541-402986	4305	Derby Wharf Drive	Virginia Beach	VA	23456	Salem Woods	1982	D	1822	4	2	1	142,500	p-8/28			169,900

SALES PRICES ARE TENTATIVE AND SUBJECT TO CHANGE

Town of Clifton						
Net Profit Calculation						
	21753	129	167	191	1066	
	<u>Rockwood</u>	<u>Squire</u>	<u>Wedgewood</u>	<u>E Wexford</u>	<u>Whales Run</u>	<u>Totals</u>
Sales Price	240,000	129,900	114,900	102,300	79,900	1,491,500
Base Purchase Cost	218,000	108,800	88,600	80,700	55,100	1,207,200
HUD Discount	-32,700	-16,320	-13,290	-12,105	-8,265	-181,080
Misc Acq Costs	2,632	1,544	1,445	1,320	1,446	18,638
Loan Discount CLC	6,540	3,264	2,658	2,421	1,653	36,216
Repairs	12,045	11,000	15,375	10,485	14,175	151,940
Carrying Costs	3,024	415	454	730	747	12,082
Interest	3,909	861	1,783	1,804	1,414	23,725
Commission	14,400	7,794	6,894	6,138	4,794	89,490
Selling Costs	1,130	940	659	1,608	1,710	12,708
Total NDC	228,980	118,298	104,578	93,101	72,774	1,370,919
Profit	11,020	11,602	10,322	9,199	7,126	120,581
Buyer Credits	0	-3,500	-3,200	-3,000	0	-18,700
Net Profit	11,020	8,102	7,122	6,199	7,126	101,881
CLC Mgmt Fee 45%	4,959	3,646	3,205	2,790	3,207	45,846
Net to Town of Clifton	6,061	4,456	3,917	3,409	3,919	56,035

County buys Madison Heights home

By **ERIC POWERS**

Staff Writer

Amherst County has gone into the real estate business - sort of.

The county has purchased a home on 359 Main Street in Madison Heights to be refurbished and sold to a low to moderate income first-time home buyer. The cost of the house to the county - \$1.

The county bought the house for a dollar as part of a U.S. Department of Housing and Urban Development program that allows local governments to purchase qualified HUD-owned homes for \$1 to help create housing for families in need and benefit neighborhoods, this according to County Administrator Bryan David.

"Only a local government can buy these homes under this program," David said.

The Executive Director of the Lynchburg Community Action Group (LYN-CAG), Dr. James Mundy, called David on July 7 to let him know about the program and the availability of the house in Madison Heights. David said the house would be conveyed to LYN-CAG, who would be responsible for making the needed repairs to the house, and then the house would be sold to a qualified buyer.

"Here was an opportunity for Amherst County, for just one

dollar, to help promote the need for low-cost housing in the county," said David. "And we can help augment the new Amherst County Housing and Community Development Foundation with programs like this. The proceeds from the sale of the house, which was appraised by HUD at \$35,000, go back to the county to other housing needs or home improvements to qualified homes, David said.

The Amherst County Housing and Community Development Foundation's purpose is to find ways to meet the housing needs of the county. The organization coordinates services with LYN-CAG and other similar groups. David said he let the foundation know about the program, and Glenn Sullivan, the director of the Department of Social Services, said he would look into how the foundation might help with this project and projects like this in the future, David said.

David only had a few days from the time he found out about the house to put the purchasing of it in place. The contract he had to submit to HUD was not official without the Board of Supervisors approval, which it took care of during its meeting Tuesday, July 15.

Closing will not begin until it is determined what the exact condition of the property is, the estimated cost to cure any major problems with the house,

and the ability, legally and logistically, for LYN-CAG to take ownership of the property. The house must meet HUD's conditions for the program.

David said LYN-CAG has worked with Campbell County successfully on a home in that county, and that he doesn't expect any problems with the home in Madison Heights.

Mundy said LYN-CAG was now waiting on the paperwork to be completed so the organization could get started with the repairs to the home.

"We're looking at about 60 days of working on the house before it will be available at a very low price," said Mundy. "It should be available for sell sometime in the fall."

"The house does need a good deal of work," Mundy added, "but, it's going to be a great location for a family with kids because it has this beautiful, big back yard for children to play in."

Mundy said he is also pleased to see the residents of the old Madison neighborhood working hard to keep up the other properties around and near the program house.

"The people there seem to be trying to keep up their neighborhood and making it a nice place to live," said Mundy. "This program is just another plus for that community."

LYN-CAG is eyeing another property along Main Street for the program, and hopes to have information available for the county soon.

SMITH ENTERPRISES

EXCAVATING - LANDSCAPING & LAWN CARE SERVICES



— Septic Systems Installed & Repaired —

CLIFTON TOWN COUNCIL MEETING AGENDA

**TUESDAY, September 2, 2003, 7:30 P.M.
CLIFTON TOWN MEETING HALL
12641 CHAPEL ROAD
CLIFTON, VA 20124**

PUBLIC HEARING:

- 1. HUD properties update**

TOWN COUNCIL MEETING:

Order of business

- 1. Reading of minutes of last regular meeting and any subsequent special meetings**
- 2. Report of the Treasurer**
- 3. Reading of communications**
- 4. Citizens' remarks**
 - A. Suggestions or complaints of citizens and taxpayers, and other persons authorized by the Mayor to address the Council**
 - B. Each person wishing to address the Council shall, when recognized by the Mayor:**
 - i. Give his or her name and address**
 - ii. Direct his or her remarks to the Council and not to other citizens present**
 - iii. Be limited to one period of not over five (5) minutes, unless granted additional time by unanimous consent of the Council**
 - C. Priority shall be given to persons who have signified to the Clerk their desire to address the Council.**
 - D. The Mayor shall enforce this Subsection.**
- 5. Unfinished business**
 - ISTEA money**
 - Patty Moore fund**
 - Mosquito magnet**
 - NOVEC franchise**
 - Cable franchise**
 - Town Charter change to general assembly**
- 6. Reports of special committees**
- 7. Reports of standing committees, in the order as may be determined by the Mayor**
 - Architectural Review Board (ARB)**
 - Planning Commission**
 - Board of Zoning Appeals (BZA)**
- 8. New business**
 - New zoning district (commercial, open space)**
 - Release of bond: Frog Hill; town to take over maintenance**
 - Arborist report: public/private properties**
 - New Chesapeake Bay ordinance**
- 9. Old business**
- 10. Adjournment**

If anyone attending the Town Council meeting needs a sign language interpreter, or any other type of special accommodation or auxiliary aid, please call Jim Chesley at 703-830-2129. 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.

**Minutes
Clifton Town Council Meeting
Tuesday, September 2, 2003
Clifton Town Meeting Hall**

Present: Mayor Jim Chesley, Mac Arnold, Margo Buckley (7:40), Laura Harrington, Bill Hollaway, Wayne Nickum, Town Attorney Gifford Hampshire; residents and guests of the town

The Pledge of Allegiance was said by all.

1. No public hearing tonight. Motion made to hold public hearing at October Town Council meeting. Passed unanimously: Chesley, Arnold, Harrington, Hollaway, Nickum.
2. Motion made to approve minutes from August 5, 2003, Town Council meeting. Passed unanimously: Chesley, Arnold, Harrington, Hollaway, Nickum.
3. Motion made to approve minutes of August 26, 2003, Special Town Council meeting. Passed unanimously: Chesley, Harrington, Hollaway, Nickum.
4. Treasurer's report: Marilyn Barton
 - a. Cash report/profit-loss report
 - b. Motion made to approve. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.
5. Citizens' remarks:
 - a. CBA President Michelle Stein: thanks to Mr. Eubanks for mowing flood plain for car show
 - b. This Friday in the Park event: may be cancelled
 - c. Next CBA meeting: September 13, 2003, Primitive Baptist Church
 - d. Reminder: Clifton Day, October 12, 2003
6. ISTEPA funds: message sent to Mayor Chesley that federal funds are imminent; we cannot purchase land before money arrives. At present NOVA Conservation Trust solely owns Gilliam property
7. Patty Moore fund: account closed today, September 2, 2003. \$11,462.68, plus \$1000 donation, will be going into Children's Playground account. A plaque will be placed in park in memory of Patty Moore during a dedication ceremony.
8. Mosquito Magnet: more details needed prior to purchase. Laura Harrington will call county and do more research into effectiveness of this device. Mayor Chesley mentioned that a prototype is being developed by US Army.
9. NOVEC franchise: meeting scheduled for Friday, September 5, 2003. Report will be given at October Town Council meeting.
10. Cox Cable franchise update: currently up for renewal for six years. Cox rents space from NOVEC, so NOVEC is in control. Brant Baber recommended that Steve Effros be consulted in this matter since he is a nationally recognized expert in this field.
11. Town Charter change: Delegate Tim Hugo will take to General Assembly. We need to give him what he needs, and Brant Baber suggested that Gif Hampshire go over and review charter.
12. Clifton Presbyterian Church addition: Margo Buckley questioned number of fixture units and wants to know if town is able to reconsider, since originally, church only requested units for the manse, not for

the full scale addition as is now being discussed and addressed. Margo outlined number of units being requested from February, March, and April, 2000. She reviewed history of these requests and presented this data to Town Council. She also mentioned that two properties were involved and that Jimmy Jenkins explained Clifton's pump and haul system and how much it costs Fairfax County to operate. She further pointed out that the church and manse are in one plot, and that the other property is undeveloped. It then seemed that all of a sudden, fifty fixture units were granted. Elaine McConnell recommended that we study this situation in more detail and depth. Margo would like to withdraw approval of fixture units and think more seriously about this situation. Perhaps the county will realize that the pump and haul system will not be able to handle anything additional. Bill Hollaway is also concerned. Margo's main point is that we should not grant a specific number of fixture units to an empty lot. Mayor Chesley wondered if a county representative and church representative could come to a Town Council meeting and give town more details. The point is that the church is not allowed to have more fixture units than county allows.

13. HUD update: John Eubank

- a. To date, our total HUD properties sold is \$216, 214.
- b. Five homes closed in August

14. Planning Commission

- a. Committee recommended that bond be released (Frog Hill). County will maintain dry pond.
- b. We need copies of letters sent, especially the one that Jim Franca was to draft. Town Council members need to receive copies sent out with Town Council minutes.

15. New zoning district plan should be presented to Town Council by Planning Commission after Public Hearing, and a motion then needs to be made.

16. Michelle Stein recommended that a professional arborist be consulted and brought into town to check out trees on public and private properties.

17. Motion made to adjourn. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

X (File copy)

CLIFTON TOWN COUNCIL MEETING AGENDA

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 - B. Each person wishing to address the Council shall, when recognized by the Mayor:
 - i. Give his or her name and address
 - ii. Direct his or her remarks to the Council and not to other citizens present
 - iii. Be limited to one period of not over five (5) minutes, unless granted additional time by unanimous consent of the Council
 - C. Priority shall be given to persons who have signified to the Clerk their desire to address the Council.
 - D. The Mayor shall enforce this Subsection.

5. Unfinished business

- ✓ ISTEFA money
- ✓ Patti Moore fund
- ✓ Mosquito magnet
- ✓ NOVEC franchise
- ✓ Cable franchise : COX
- ✓ Town Charter change to general assembly

delegated Tim Huso

* Add New items

- Presbyterian Church Addition

6. Reports of special committees

7. Reports of standing committees, in the order as may be determined by the Mayor

- ✓ Architectural Review Board (ARB) No report
- ✓ Planning Commission - release of bond (Frog Hill)
- ✓ Board of Zoning Appeals (BZA)

- Paint job: gazebo
 - Ceiling fan: gazebo
 - New street lights (antique in style)
 - Landscaping

8. New business

- ✓ New zoning district (commercial, open space)
- ✓ Release of bond: Frog Hill; town to take over maintenance
- ✓ Arborist report: public/private properties
- ✓ New Chesapeake Bay ordinance

9. Old business *

10. Adjournment

If anyone attending the Town Council meeting needs a sign language interpreter, or any other type of special accommodation or auxiliary aid, please call Jim Chesley at 703-830-2129. 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.

09/02/03

File copy

Town of Clifton
Profit & Loss Budget vs. Actual
July 2002 through June 2003

	Jul '02 - Jun 03	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
HUD Homes	118,971			
Returned Check Charges	6			
Playground Reserve Donations	1,025			
General Donations	500			
Grants				
Federal				
Federal Grant-Land				
Town Match - Land	0	12,000	(12,000)	0%
CBA Match - Land	0	12,000	(12,000)	0%
Federal Grant-Land - Other	0	96,000	(96,000)	0%
Total Federal Grant-Land	0	120,000	(120,000)	0%
Transportation Project-Trails				
CBA Match - Trails	0	4,524	(4,524)	0%
Town Inkind -Trails	0	4,524	(4,524)	0%
Transportation Project-Trails - Other	0	36,192	(36,192)	0%
Total Transportation Project-Trails	0	45,240	(45,240)	0%
Total Federal	0	165,240	(165,240)	0%
State				
Dept Criminal Justice Grant	4,100			
Fire Program Funds	0	4,000	(4,000)	0%
Total State	4,100	4,000	100	103%
Total Grants	4,100	169,240	(165,140)	2%
Tax and Permits Revenue				
Utility Consumption Tax	1,283	1,116	167	115%
Motor Vehicle Tags	5,153	4,713	440	109%
Sales Tax	14,408	15,000	(592)	96%
Cigarette Tax	1,442	1,800	(358)	80%
BPOL tax	14,897	15,000	(103)	99%
ABC Profits	431	840	(409)	51%
Use Permits	975	1,650	(675)	59%
ARB Permits	100	120	(20)	83%
PC-Subdivision	0	1,500	(1,500)	0%
Railroad Tax	1,377	1,504	(127)	92%
Total Tax and Permits Revenue	40,067	43,243	(3,176)	93%
Community Hall Revenues				
Community Hall Donations	0	4,600	(4,600)	0%
Community Hall Rentals	18,365	12,420	5,945	148%
Total Community Hall Revenues	18,365	17,020	1,345	108%
Car Show Income	0	125	(125)	0%
Haunted Trail Event	5,075	6,000	(925)	85%
Clifton Day Revenues	262	1,000	(738)	26%
Homes Tour	2,301	2,200	101	105%
Farmers' Market Income	0	600	(600)	0%
Park Rental	75	400	(325)	19%
Interest Income	162	645	(483)	25%
S.R. - Litter Control Grant	1,000	1,100	(100)	91%
Other Income	77			
Total Income	191,985	241,573	(49,588)	79%
Expense				
Returned Check Bank Charges	6			
Payroll Expenses				
Gross Wages				
Town Clerk (Administrative)	1,875			
Town Clerk (Recording)	1,875	3,750	(1,875)	50%
Town Treasurer	3,750	3,750	0	100%
Total Gross Wages	7,500	7,500	0	100%

Some accruals are pending

Page 1

Town of Clifton
Profit & Loss Budget vs. Actual
July 2002 through June 2003

	Jul '02 - Jun 03	Budget	\$ Over Budget	% of Budget
Payroll Taxes				
FICA	1,148	930	218	123%
Medicare	0	218	(218)	0%
Total Payroll Taxes	1,148	1,148	0	100%
Miscellaneous	0			
Total Payroll Expenses	8,648	8,648	0	100%
Contractual				
Insurance	4,486	3,440	1,046	130%
Town Government				
Architectural Review Board	0	500	(500)	0%
Planning Commission	889	1,500	(611)	59%
Total Town Government	889	2,000	(1,110)	44%
Professional Fees				
Accounting	0	2,500	(2,500)	0%
Legal Fees	4,200	5,500	(1,300)	76%
Special Counsel	0	11,500	(11,500)	0%
Total Professional Fees	4,200	19,500	(15,300)	22%
Rent				
Railroad Siding Rental	775	800	(25)	97%
Ayre Square Rental	321	500	(179)	64%
Total Rent	1,096	1,300	(204)	84%
Town Maintenance				
Beautification Comm.	0	2,500	(2,500)	0%
Grounds Maintenance	1,188	3,500	(2,312)	34%
Town Hall Maintenance	506	10,000	(9,494)	5%
Ayre Square Maintenance	27			
Total Town Maintenance	1,721	16,000	(14,279)	11%
Town Services				
Fire Program	0	4,000	(4,000)	0%
Grass Mowing	3,900	3,500	400	111%
Trash Collection	1,686	1,692	(6)	100%
Total Town Services	5,586	9,192	(3,606)	61%
Utilities				
Gas and Electric	(33)	2,500	(2,533)	(1)%
Water	293	300	(7)	98%
Total Utilities	260	2,800	(2,540)	9%
Legal Advertising	1,216	1,000	216	122%
Printing and Reproduction	0	600	(600)	0%
Dues and Subscriptions				
Va. Municipal League	306	310	(4)	99%
Dues and Subscriptions - Other	272	210	62	129%
Total Dues and Subscriptions	578	520	58	111%
Mayoral Reimbursement	1,506	1,800	(294)	84%
Caboose Expenses				
Caboose Electric	235	300	(65)	78%
Caboose - Trentane Gas	237	300	(63)	79%
Caboose Maintenance	0	2,500	(2,500)	0%
Total Caboose Expenses	472	3,100	(2,628)	15%
Community Hall Expenses				
C.H.-Equipment	0	2,000	(2,000)	0%
C.H.-General Maintenance	2,166	2,900	(734)	75%
C.H.-Cleaning	3,900	1,800	2,100	217%
C.H. Floors	1,500	2,400	(900)	63%
C.H. - Electric	8,935	9,626	(691)	93%
C.H.-Management Fee	3,616	3,400	216	106%
Community Hall Expenses - Other	331			

Town of Clifton
Profit & Loss Budget vs. Actual
July 2002 through June 2003

	Jul '02 - Jun 03	Budget	\$ Over Budget	% of Budget
Total Community Hall Expenses	20,448	22,125	(1,677)	92%
Clifton Day Expenses	0	950	(950)	0%
Homes Tour/Bazaar Exp	1,794	600	1,194	299%
Miscellaneous	1,672	5,000	(3,328)	33%
Total Contractual	45,924	89,927	(44,003)	51%
Car Show Expense	0	125	(125)	0%
Farmers' Market Expense	463	250	213	185%
Haunted Trail Expenses	1,080	2,000	(920)	54%
Commodities				
Copies	608	300	308	203%
Postage and Delivery	448	432	16	104%
Computer Supplies	591	1,200	(609)	49%
Office Supplies	607	900	(293)	67%
License Plates	0	550	(550)	0%
Miscellaneous	1,399	1,000	399	140%
Total Commodities	3,653	4,382	(729)	83%
CIF Expenses				
CIF-Playground Impr.	0	1,000	(1,000)	0%
CIF-Miscellaneous	0	1,000	(1,000)	0%
Total CIF Expenses	0	2,000	(2,000)	0%
Special Revenue Expenses				
S.R. - Litter Control	0	1,100	(1,100)	0%
Total Special Revenue Expenses	0	1,100	(1,100)	0%
Fed Fund-Transportation Proj				
F.F. - Transp. Project-Land	0	120,000	(120,000)	0%
F.F.- Transp. Project-Trails	247	40,716	(40,469)	1%
F. F.-Transp - Inkind Svcs	0	4,524	(4,524)	0%
Total Fed Fund-Transportation Proj	247	165,240	(164,993)	0%
Total Expense	60,019	273,671	(213,652)	22%
Net Ordinary Income	131,966	(32,098)	164,065	(411)%
Net Income	<u>131,966</u>	<u>(32,098)</u>	<u>164,065</u>	<u>(411)%</u>

File copy

6:26 PM
09/01/03
Cash Basis

Town of Clifton
Cash Balance Summary Report
September 2, 2003

	<u>Sep 2, 03</u>
Checking	2,001.24
Investments	
Playground Reserve Fund	1,025.00
Clifton Heights Escrow	5,455.60
Investments - Other	<u>240,293.80</u>
Total Investments	<u>246,774.40</u>
TOTAL	<u><u>248,775.64</u></u>

Out
done

ceiling

Absent: Margo 7:40 P.M.
Add: Giffard Hampshire, 9/2/03
Town Attorney

[No public hearing] tonight at T.C.
① Motion to hold P.H. Oct. mtg.
thru discussion? - No w/c. Margo

Abstain: Jimmy, Laura

② Aug 5 T.C. Mtg } minutes approved w/c. Margo
③ " 26 " " } "~~Abstain~~ " " w/c. Margo
special T.C. mtg.

④ Treasurer's report : Marilyn Barton
Cash report }
Preliminary June Motion: unanimously approved
Profit & loss report

⑤ Citizens remarks/reports 2

(a) CBA MAP → Michele Stein
Thanks! Mr. Eubank - moved flood plain
you can show

(b) this Fri in part: might be cancelled

(c) next ~~Thu~~ Thurs. } CBA mtg.
9/11/03 } 8 PM - Primitive B

Draft of bylaws

(d) * 9/13/03 tree planting (Hood) from Grants
50 people w/ shovels 9-12 P.M.
Lunch included

(e) 10/13/03 : Clifton Day } 40 days away

(f) Playground plan / committee

\$195,000

⑥ ISTEA funds - message sent to Jimmy - ②
"Federal funds are imminent" - we
can't buy land - (this is for trails, etc)
~~the~~ before money arrives
Nova Conservation Trust } Gilliam
+ Town own → } property

⑦ P. Moore fund - acc't closed today [9/2/03]
8/10/1970 opened
\$11,462.68 check + \$1,000
(donation)
Going to Children's Playground
Playground Reserve Fund
A plaque will be placed, dedication
ceremony held at park

⑧ Mosquito Magnet
- FyCo health department -
"paid in the neck" to operate, according to Ms. Buckley
Laura will call County, do more
research into options
* Chesley: US Army prototype
being developed

⑨ NOVEC franchise - ~~Advisory~~ only Committee ??
mtg Fri. 9/5 at NOVEC office -
what's driving NOVEC's concerns
at this point? will report back to T.C.
next mtg in October, 2003; gif should not
attend at this point; "trading red lines back & forth"
at this point

Cox

Item #10 Cable franchise update -
(NOVEC curious about this -

not up for renewal until 6 yrs.

(Cox rents space from NOVEC,)
So NOVEC tells Cox what to do, not the
other way around.)

Question of BUNDLES??

Ad nauseum...

Contact Steve Effros - per B. Baker -
nationally recognized as an expert
in this field

11 Town Charter change -

Delegate Tim Hugo w/ take to
General Assembly
We need to give him what he needs.
B. Baker - suggested that Gif go over
& review charter - already done?

12 Presby. Church addition

Margo: X-tra fixture unit - Can town
reconsider?

original plan: only to maneu -
not full scale addition as now being
discussed & addressed

me did
grant approval ONLY
on units

2/2000 request: 6 new
bathrooms
3/2000 } more requests
4/2000 }



Margo reviewed history of these requests -
& presented to town Council -

[matter of saying 2 properties were involved]
presented to Jimmy Jenkins who explained
pump & haul system & how much it
costs the county to operate -

* But church + manse are on ONE plot;
the other property is un developed

All of a sudden:

passed: 50 fixture units granted -

Elaine McConnell recommended we study
this situation more in depth

Margo would like to withdraw
approval of fixture units & think more
seriously about situation - Dig-Dig-Dig

original
request -
(4)
bathroom
units

✓ Perhaps county is now realizing that
pump & haul system cannot accept
anything more; Bill Hollaway is also
concerned - [eek!!]

Margo has a "spy" at church mtg.
we can't grant fixtures to an empty lot -

her main point

J. Chesley: Can County rep. + Church Rep

come & talk to T.C. Council?

- We need to find out more details -

Point:

* Church is not allowed to have more
fixture units than county allows!

" INFO. PLEASE - - - "

~~Motion made to have Margo - on behalf of town - request [don't put in minutes]~~

(13) HUD update: John Eubank
We passed landmark -

\$216,214.00!

over \$210,000 !! Yippee!

- 5 homes closed in August -
Handsome John is doing a great job!

(14) Planning Comm. - Committee:
- Board be released
(Frog Hill) - dry pond - County
will maintain

It will be our property - all 4.

* We need copies of letters sent, esp. one that Jim Chesley France was supposed to draft - T.C. members need to get a copy - I should send out w/ minutes - as they come to Jimmy Chesley

Home owners are stuck with this??

(15) New zoning district? Michele - past recommendation?

Planning Comm. Should then present to T.C. after public hearing/motion needs to be made

I am so become
about to become
obsessed with
cleaning up the
house!

We need the FACTS!!

- Spuer Comm - Church
- Co. Reps (Jimmy Jones) + approval deadlines?

Potential hornet's nest is "a-coming our way"!

2013
October agenda:

- ① - Plans for ^{children's} play ground
- ② - Info: Presby. Church
- ③ - Release of bond: Frog Hill Subdivision -

Unfinished -

- new zoning district (recommendation will be made for motion to approve)

CLIFTON TOWN COUNCIL MEETING AGENDA

TUESDAY, October 7, 2003, 7:30 P.M.
CLIFTON TOWN MEETING HALL
12641 CHAPEL ROAD
CLIFTON, VA 20124

PUBLIC HEARING

TOWN COUNCIL MEETING

Order of business:

1. **Reading of minutes of last regular meeting and any subsequent special meetings**
2. **Report of the Treasurer**
3. **Reading of communications**
4. **Citizens' remarks**
 - A. **Suggestions or complaints of citizens and taxpayers, and other persons authorized by the Mayor to address the Council**
 - B. **Each person wishing to address the Council shall, when recognized by the Mayor:**
 - i. **Give his or her name and address**
 - ii. **Direct his or her remarks to the Council and not to other citizens present**
 - iii. **Be limited to one period of not over five (5) minutes, unless granted additional time by unanimous consent of the Council**
 - C. **Priority shall be given to persons who have signified to the Clerk their desire to address the Council.**
 - D. **The Mayor shall enforce this Subsection.**
5. **Unfinished business**
 - Presbyterian Church issues
 - Release of Frog Hill subdivision bond
6. **Reports of special committees**
7. **Reports of standing committees, in the order as may be determined by the Mayor**
 - Architectural Review Board (ARB)
 - Planning Commission
 - Board of Zoning Appeals (BZA)
8. **New business**
 - Fix up/grade old Town Hall property
 - Stein appeal: ARB decision
 - Animal control issues (leash, license, scoop); signs for town properties
 - Town list of committees: update
 - Planning Commission vacancy
 - Children's Park basketball court improvements
 - Children's Park lawn improvements
 - Pope Head's Creek Watershed Advisory Committee
 - Community Open Space zoning district
9. **Old business**
 - NOVEC franchise report
10. **Adjournment**

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Minutes
Clifton Town Council Meeting
Tuesday, October 7, 2003
Clifton Town Meeting Hall

Present: Mayor Jim Chesley, Mac Arnold, Margo Buckley, Laura Harrington (arrived at 7:40), Bill Hollaway, Wayne Nickum; residents and guests of the town

The Pledge of Allegiance was said by all.

Public Hearing:

1. HUD properties review
2. Request for public comments: there were none.
3. Motion made to close public hearing. Passed unanimously: Chesley, Arnold, Buckley, Hollaway, Nickum.

Town Council meeting:

1. Motion made to approve Town Council minutes from September 2, 2003. Passed unanimously: Chesley, Arnold, Buckley, Hollaway, Nickum.
2. Treasurer's report: Marilyn Barton. Motion made to approve. Passed unanimously: Chesley, Arnold, Buckley, Hollaway, Nickum.
3. HUD report: John Eubanks
 - a. Total of 21 homes bid on, 4 acquired.
 - b. One home sold in Alexandria.
 - c. Hurricane Isabel affected sales.
4. Investment ideas to be studied by Finance Committee, and reviewed by Gif Hampshire.
5. Motion made to recognize October 12 as Clifton Day, 2003. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.
6. Citizen Deb Dillard reported two instances of motorists' running stop sign on Chapel Road. She will be filing complaint with police.
7. Motion made to table Presbyterian Church issue to November meeting due to informational materials not received by individual Town Council members. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.
8. Release of Frog Hill subdivision bond has been completed.
9. Town Committee list: Wayne Nickum
 - a. Motion made to replace Rod Williams with Gifford Hampshire. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.
 - b. Motion made for Richard King to remain on Planning Commission until 6/30/07. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.
 - c. Motion made to appoint Judy McNamara to Planning Commission. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum. Ms. McNamara's term will end 6/30/07.

clerk copy
↓
Amendments
to
minutes -
record
as
such

10. ARB: Tom McNamara

- a. Design for Chesley fence at rear of property has been approved.

11. Planning Commission

a. Recommendation to approve community open space was unanimous. Use of property will be regulated; new zoning district (aside from residential and commercial) would include community events such as Labor Day car show. (Show of appreciation to Lev Buller for working hard on this ruling.)

b. Lot 3, Clifton Heights subdivision: house design was approved, but home not built. Property was sold to new owner who took over design, but did not re-apply or fill out a new use permit. Question of whether or not old permit is transferable. Lev Buller researched this situation for the Planning Commission and found out that new owner must re-file use permit. According to county, a replacement permit can be issued. The town use permit precludes final use permit. Recommendation to give town authority to resolve use permit issues for unbuilt structures. Town Attorney will guide in necessary revisions to use permit application to cover this situation. *TC will determine*

12. Old Town Hall property: Wayne Nickum and John Eubank looked over property together. Remodeling is seriously needed, along with a report from a structural engineer. Building needs improvements to preserve it and possibly make it saleable. Recently standing water was found in crawl space. Overall, this is dead storage space at an exorbitant price, according to Brant Baber. Motion made to form a committee comprised of Brant Baber and Margo Buckley to look into the possibilities for this town-owned property.

13. BZA: hearing held on variance from Presbyterian Church.

14. Letter received by Town Clerk from the Steins pertaining to their desire to appeal a recent ARB decision on the use of a building material in their recent home addition. According to the Steins, this material is used in many historical restorations. Motion made to table until the November meeting, since no copies of original application nor copies of written ARB denial were provided to the Town Council members.

15. Animal control issues: Donna Netschert has proposed buying county scoop/leash signs to be erected on town property. Size would be that of No Parking signs by gazebo park. Motion made to erect two signs. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum. *Timely by Steins, they agreed to tonight*

16. Motion made to appoint a town representative to serve on special Pope Head's Creek Advisory Committee, which meets once monthly. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum. *→ Planning Comm. Chairman (Taya)*

17. Children's Playground update: bid from playground equipment company will be forthcoming. Tom Peterson pointed out that basketball court also need resurfacing and re-leveling, with spring as the target time.

18. A professional arborist will be surveying town properties, including Ayre Square and Children's Playground.

19. According to organizer Margo Buckley, Clifton Haunted Trail event is scheduled for October 25, 2003, with Movies under the Moon as part of the program, donated by Cox Cable. Motion made to grant right for concession trailer to operate. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

20. Zoning ordinance violations committee has not had a meeting yet.

21. Speed radar machines will not be in place until NOVEC franchise issue resolved.

Town Ordinance: unbuilt property - New use permit must be filed



Timely by Steins, they agreed to tonight

On Sept 30 Mayor met w/ (Cox)

22. NOVEC report: Bill Hollaway and Wayne Nickum attended recent meeting at NOVEC. (Mayor Chesley has tape of meeting in case anyone would like it.) Franchise and cable relocation of NOVEC poles and the placing of cables underground were discussed.

23. ^{coalition} Occoquan Watershed meeting is scheduled for November 11, 2003, at 7:30 P.M. Tom Davis plans to be in attendance.

24. Request by Margo Buckley for the following: \$677 for Old Town Hall ^{management fee} repairs. Motion made to grant. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum. Second request for \$1000 advance for Haunted Trail. Motion to grant. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway.

25. Motion made to adjourn. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

Newsletter ^{man} \$1000

repairing of well of Old Town Hall \$1,084.64

Item 14

J. Harrington -
arrived at 7:40

October 6, 2003

①

Public Hearing

HUD properties

Public comments

Motion to close } unanimous

" " }

Incumbance }

unanimous

Noted: No HUD property sold to Town residents

T.C. Mtg.

① Minutes - approval } unan.

~~② Approval of budget for 2004~~

③ Treasurer's report } unanimous (not Harrington)

④ John Eubanks: HUD report

- 21 bid on, ~~4~~ won 4
1 sold in Alex.

increased to

ceiling: 30

Flood affected sales

⑤ Investment ideas along w/ Finance Comm -
w/ Giff Hampshire to review

⑥ Clifton Day - J. Chelley:

move to recognize Oct. 12 - Clifton

Day } unanimous

⑦ Deb Dillard: 2 instances of running stop
Signs on Chapel Road - she will file
complaint to Police

Also present -

- ① Jim County present
- ② Mr. Gilbert - County Waste Water

Presbyterian Church issue -

this

Move to table issue to November meeting - materials not rec'd by individual T.C. members - unanimous: passed

⑧ Release of subdivision board done deal - taken care of - County (in 6 weeks) will be put

⑨ Committee list Wayne Nickum

Ⓐ replace Red w/ Git } unanimous Planning

Ⓑ motion to R. King to continue on Comm

6/30/07

Ⓒ Nominate Judy McNamara to Planning Comm.

motion to appoint 6/30/07 } unanimous

~~XXXXXXXXXX~~

stud to chairmen

⑩ AEB - Tom McNamara
Chesley

Ⓐ 1 application: A force at rear of property } approved

~~XXXXXXXXXX~~

③

⑪ Planning Comm

① recommend approval by Community open space } unanimously approved (joint public hearing has already been held - ^{re:} a new zoning district (not fitting in - residential, commercial) would include community events such as car show

Lev: doing a great job (applause from audience)

② Lot 3 use permit - Clifton Hts.

house design approved - but did not build, sold property to someone else who took over design, but did not re-apply or write a new use permit

old
Is a permit transferrable? -

Lev researched this for Planning Comm found out that new owner must re-file

use permit

County: replacement permit can be issued

* town use permit precludes final use permit

How about new owner re-file, go through the steps involved in filing use permit.

Motion to _____ Council resolves the use

permit for unbuilt structure does not get built - ARB - new use permit - ^{Tom} appropriate revision to use permit

regulates use of property

Vacant lot at this point

12) BZA - hearing held on variance from Presby. Church

Wayne & John Eubank looked over property together

13) Old Town property - remodeling is seriously needed
Contractor/bid should be
- dehumidifier is in place now
- Structural engineer needs to come in & survey property

- Judy's Junque property will be going on market; then sell old Town Hall as a residential property

~~But~~ in the meantime, let's preserve structure / make improvements to make it sellable

- No kitchen
- No complete bathroom

How about selling as is? What is involved in making it be sellable? Might be a question for a realtor -

Standing water in crawl space - there is no basement -

Old Town Hall
Dead storage space at an orbitant price

po ditchy!
Motion: real estate liquidation committee passed

Margo/Brent: Committee

9/11/03 Letter to Clerk

(5)

chase
45
dup

(14) Stein appeal on ARB decision -
9/4/03 denial of substance
(67% wood) used in many historic
restorations - according to Stein

Motion to table to next mtg →
unanimous

No copy of original application -
Tom didn't bring it, nor
Tom must bring all paperwork, including
written denial from ARB

No
dog
catcher

(15) Animal control issue ^{out of ARB}
Donna Netschert has proposed buying
County Serap / leash signs on town property?
ok with the town?

Size of no parking sign -
Motion to authorize 2 signs to be placed
at children's playground -

Send motion → unanimous

Donna should get in touch w/ Cliff Fairweather -
2 signs with plastic bags

Cliff Park Comm will decide

(16) Open Head's Creek Advisory Committee -
(Hv. Co. Parkway) AMC company - Earth +
Environmental Group taking charge of this -
meet 1x monthly - Pope's Head Creek Assemblage -

Motion to have a

(6)

From representatives to serve on advisory committee
unanimous

Pope's Head -

Chart built w/in 100' of this stream
Brochure now available; creeks affected:

- Castle Creek

* Larry Hauke:

Perennial Stream
issue / Survey

(17) Children's Playground update - Good

~~type~~ company has been found -

bid will be forthcoming; along w/

power point presentation

Aileen and Trish

Tom Peterson:

B ball court needs to be leveled
off; repositioning of baskets and expansion?
resurfaced

Spring is the target

↓
significant
issue

Plus drainage,
open space

(18) Arborist: will look at
only public property, not private -

Ayre Square

Children's Playground

Jim will have person ~~to~~ look at Ayre
Square, Town Hall property

2013
 November agenda
 - Old Town Hall property }
 what should we do

(19) Halloween - Margo
 Haunted Trail coming along → flyers
 available
 Movies under the Moon: Coy Communications
 One night only

* Police agreement
 right to use concession trailers
 for Halloween
 motion approve } unanimous

(20) ~~Agenda~~ Zoning Ordinance
 violation - not a mtg yet

(21) Speed / radar machines -
 not until NOVEMBER resolved

(22) 15TEA -

no more info

(23) Charter change?

(24) NSVER report

Bill H. of Wayne attended mtg - Cox
Cable Co. has to be dealt w/ to em-
Solidate their lines - poles can't be
put in until this has been re-
solved & planned

Deal w/ Cox needs to be
done

Underground cable idea?

Who has agreed to this?

Big ugly bundles? Who removes these?
Not townspeople, due to liability -
involved

(25) Larry Hen
Lopez's Head Watershed
Nov 11 - 7:30 P.M.

Tom Davis will also present

10-21-03

Cut-off
date for
agenda
items -

(26) Margo needs

\$677.00 } approve/used.
(for fuel)

, } repairs - old town hall well
used

\$1000. advance } ok
for fuel } used.

*Correct
Send out
copies to
chair person*

UPDATED: AUGUST 29, 2003

CLIFTON TOWN COUNCIL, COMMISSIONS, BOARDS & COMMITTEES

2002-2004

TOWN COUNCIL (06-30-04):

JAMES C. CHESLEY, MAYOR, POLICE & VDOT
WILLIAM ARNOLD, FINANCE & SEWER
MARGO BUCKLEY, SEWER, FINANCE & ENVIRONMENT
LAURA HARRINGTON, ARB & PARKS (COUNTY) (VICE-MAYOR UNTIL 10-31-03)
WAYNE NICKUM, GROUNDS & MUSEUM
WILLIAM R. HOLLOWAY, PLANNING COMM & PARKS (TOWN) (VICE-MAYOR UNTIL 02-28-03)

TOWN COUNCILOFFICIALS (06-30-04):

TOWN CLERK: PAM WALLACE
TOWN TREASURER: MARILYN BARTON
TOWN ATTORNEY: GIFFORD HAMPSHIRE

PLANNING COMMISSION:

TAYA ABBOTT (06-30-05), CHAIRPERSON
MICHELLE STEIN (06-30-05)
LEV BULLER (06-30-04)
~~RANDY THOMPSON (06-30-03)~~ *replace w/ Judy McNamara*
~~RICHARD KING (06-30-03)~~
WILLIAM R. HOLLOWAY (06-30-04)
TRAVIS WORSHAM (06-30-06)

BOARD OF ZONING APPEALS:

STEVE EFFROS, CHAIRPERSON (07-03-06)
TOM BARTON (07-03-06)
DIANE DYGVE (04-10-05)
KENNETH D. BUCKLEY (09-28-04)
TAYA ABBOTT (04-19-04)

ARCHITECTURAL REVIEW BOARD:

(ARB 5 OR 7 MEMBERS)
ROYCE JARRENDT, CHAIRPERSON (06-30-04)
~~HELEN BULLER (06-30-04)~~
SUZIE WORSHAM (06-30-04)
LAURA HARRINGTON (TC REP)(06-30-04)
DONNA NETSCHERT (06-30-04)
RAY VANLENDEN (06-30-04) *Tom McNamara (6/30/04)*
PHYLLIS LOVETT (06-30-04)

TOWN OF CLIFTON INDUSTRIAL BOND AUTHORITY

BRANT BABER, CHAIRPERSON (03-04-07)
TAYA ABBOTT (03-04-06)
MARGO BUCKLEY (03-04-04)
WAYNE NICKUM (03-04-05)
JEFF STEIN (03-04-06)
STEVE EFFROS (03-04-05)
KIRK WILES (03-04-04)

OTHER COMMITTEES:

BEAUTIFICATION:

LYNNE GARVEY HODGE
CHRIS O'DONNELL
JENNIFER CHESLEY

CABLE FRANCHISE:

TOM MCNAMARA, CHAIRPERSON
WILLIAM ARNOLD

CLIFTON AREA PARK REP:

WAYNE NICKUM

COMMUNITY DEV. BLOCK GRANT REP:

LEV BULLER

COMMUNITY HALL RESERVATION REP:

MARGO BUCKLEY

FAIRFAX COUNTY ATHLETIC COUNCIL REP:

JEFF STEIN

FINANCIAL:

WILLIAM ARNOLD, CHAIRPERSON
MARLYN BARTON
MARGO BUCKLEY
(WAYNE NICKUM, CONSULTANT TO COMMITTEE)

HISTORICAL PRESERVATION:

WAYNE NICKUM
PAM WALLACE

MUSEUM:

PAM WALLACE , CHAIRPERSON
WAYNE NICKUM

NO. VA. TOBACCO TAX BD. REP:

PARK COMMITTEES:

AYRE SQUARE PARK:

DONNA J. NICKUM, CHAIRPERSON

BUCKLEY PARK:

PAM WALLACE, CHAIRPERSON
BOB WALLACE
DAVID THOMPSON
DAWNA THOMPSON

CHILDRENS' PARK:

WILLIAM R. HOLLAWAY, CHAIRPERSON

SEWER TREATMENT PLANT:

WILLIAM ARNOLD, CHAIRPERSON
BRANT BABER
RICHARD KING
BILL WORSHAM
MARGO BUCKLEY

SIDEWALK:

ROYCE JARRENDT, CHAIRPERSON
JIM CHESLEY
PHEOBE PETERSON
RICK PETERSON

TOWN HALL:

JIM CHESLEY
ADRIAN RICCI

TRANSPORTATION:

CAROLYN LEETCH, CHAIRPERSON
HELEN BULLER
MARGO BUCKLEY
RICHARD KING

HUD COMMITTEE

WILLIAM ARNOLD
MARGO BUCKLEY
BRANT BABER
ROD WILLIAMS

CLIFTON TOWN COUNCIL MEETING AGENDA

TUESDAY, October 7, 2003, 7:30 P.M.
CLIFTON TOWN MEETING HALL
12641 CHAPEL ROAD
CLIFTON, VA 20124

✓ Public Hearing
✓ Town Council Meeting

*Clerk
copy*

Order of business:

1. Reading of minutes of last regular meeting and any subsequent special meetings
2. Report of the Treasurer
3. Reading of communications
4. Citizens' remarks
 - A. Suggestions or complaints of citizens and taxpayers, and other persons authorized by the Mayor to address the Council
 - B. Each person wishing to address the Council shall, when recognized by the Mayor:
 - i. Give his or her name and address
 - ii. Direct his or her remarks to the Council and not to other citizens present
 - iii. Be limited to one period of not over five (5) minutes, unless granted additional time by unanimous consent of the Council
 - C. Priority shall be given to persons who have signified to the Clerk their desire to address the Council.
 - D. The Mayor shall enforce this Subsection.

5. Unfinished business
-Presbyterian Church issues

Release of Frog Hill subdivision bond

6. Reports of special committees
7. Reports of standing committees, in the order as may be determined by the Mayor
 - Architectural Review Board (ARB)
 - Planning Commission
 - Board of Zoning Appeals (BZA)

8. New business
 - Fix up/grade old Town Hall property
 - Stein appeal: ARB decision
 - Animal control issues (leash, license, scoop); signs for town properties
 - Town list of committees: update
 - Planning Commission vacancy
 - Children's Park basketball court improvements
 - Children's Park lawn improvements
 - Pope Head's Creek Watershed Advisory Committee
 - Community Open Space zoning district

-NOVEC franchise report

9. Old business

← ?

10. Adjournment

If anyone attending the Town Council meeting needs a sign language interpreter, or any other type of special accommodation or auxiliary aid, please call Jim Chesley at 703-830-2129. 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.

*(?) Use permit: lot 3, Clifton Heights
per Bill Hollaway*

Minutes
Clifton Town Council Meeting
Tuesday, September 2, 2003
Clifton Town Meeting Hall

*Clerk
copy*

Present: Mayor Jim Chesley, Mac Arnold, Margo Buckley (7:40), Laura Harrington, Bill Hollaway, Wayne Nickum, Town Attorney Gifford Hampshire; residents and guests of the town

The Pledge of Allegiance was said by all.

1. No public hearing tonight. Motion made to hold public hearing at October Town Council meeting. Passed unanimously: Chesley, Arnold, Harrington, Hollaway, Nickum.
2. Motion made to approve minutes from August 5, 2003, Town Council meeting. Passed unanimously: Chesley, Arnold, Harrington, Hollaway, Nickum.

3. Motion made to approve minutes of August 26, 2003, Special Town Council meeting. Passed unanimously: Chesley, Harrington, Hollaway, Nickum.

4. Treasurer's report: Marilyn Barton
 - a. Cash report/profit-loss report
 - b. Motion made to approve. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

5. Citizens' remarks:
 - a. CBA President Michelle Stein: thanks to Mr. Eubanks for mowing flood plain for car show
 - b. This Friday in the Park event: may be cancelled
 - c. Next CBA meeting: September 13, 2003, Primitive Baptist Church
 - d. Reminder: Clifton Day, October 12, 2003

6. ISTEIA funds: message sent to Mayor Chesley that federal funds are imminent; we cannot purchase land before money arrives. NOVA Conservation Trust and Town jointly own Gilliam property

solely

At present

7. Patty Moore fund: account closed today, September 2, 2003. \$11,462.68, plus \$1000 donation, will be going into Children's Playground account. A plaque will be placed in park in memory of Patty Moore during a dedication ceremony.

8. Mosquito Magnet: more details needed prior to purchase. Laura Harrington will call county and do more research into effectiveness of this device. Mayor Chesley mentioned that a prototype is being developed by US Army.

9. NOVEC franchise: meeting scheduled for Friday, September 5, 2003. Report will be given at October Town Council meeting.

current me

10. Cox Cable franchise update: ~~not up~~ for renewal for six years. Cox rents space from NOVEC, so NOVEC is in control. Brant Baber recommended that Steve Effros be consulted in this matter since he is a nationally recognized expert in this field.

11. Town Charter change: Delegate Tim Hugo will take to General Assembly. We need to give him what he needs, and Brant Baber suggested that Giff Hampshire go over and review charter.

12. Clifton Presbyterian Church addition: Margo Buckley questioned number of fixture units and wants to know if town is able to reconsider, since originally, church only requested units for the manse, not for

of
FCW

the full scale addition as is now being discussed and addressed. Margo outlined number of units being requested from February, March, and April, 2000. She reviewed history of these requests and presented this data to Town Council. She also mentioned that two properties were involved and that Jimmy Jenkins explained Clifton's pump and haul system and how much it costs Fairfax County to operate. She further pointed out that the church and manse are in one plot, and that the other property is undeveloped. It then seemed that all of a sudden, fifty fixture units were granted. Elaine McConnell recommended that we study this situation in more detail and depth. Margo would like to withdraw approval of fixture units and think more seriously about this situation. Perhaps the county will realize that the pump and haul system will not be able to handle anything additional. Bill Hollaway is also concerned. Margo's main point is that we should not grant a specific number of fixture units to an empty lot. Mayor Chesley wondered if a county representative and church representative could come to a Town Council meeting and give town more details. The point is that the church is not allowed to have more fixture units than county allows.

13. HUD update: John Eubank

- a. To date, our total HUD properties sold is \$216, 214.
- b. Five homes closed in August

14. Planning Commission

- a. Committee recommended that bond be released (Frog Hill). County will maintain dry pond.
- b. We need copies of letters sent, especially the one that Jim Franca was to draft. Town Council members need to receive copies sent out with Town Council minutes.

15. New zoning district plan should be presented to Town Council by Planning Commission after Public Hearing, and a motion then needs to be made.

16. Michelle Stein recommended that a professional arborist be consulted and brought into town to check out trees on public and private properties.

17. Motion made to adjourn. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

Print is
for new!
8 copies

Ann K. Hansen
@ feps.law

CLIFTON TOWN COUNCIL MEETING AGENDA

TUESDAY, October 7, 2003, 7:30 P.M.
CLIFTON TOWN MEETING HALL
12641 CHAPEL ROAD
CLIFTON, VA 20124

PUBLIC HEARING

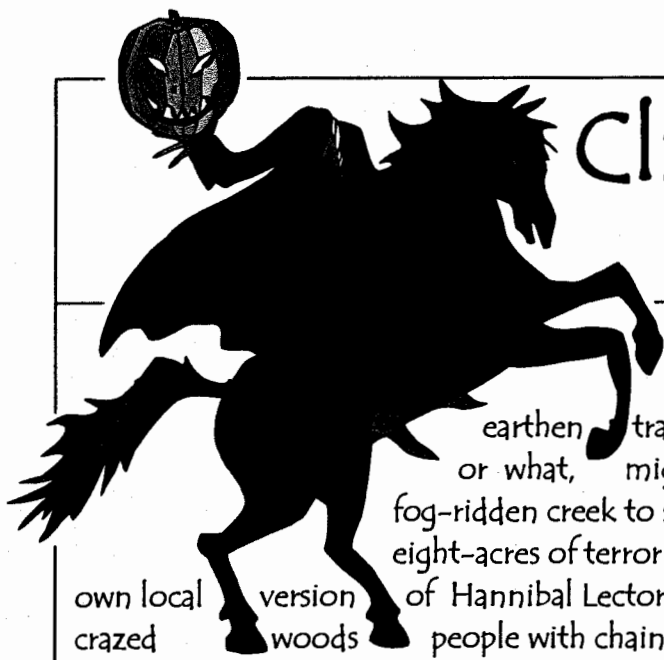
TOWN COUNCIL MEETING

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 - ✓ Board of Zoning Appeals (BZA)
8. New business
 - ✓ Fix up/grade old Town Hall property *next month*
 - ✓ Stein appeal: ARB decision *next month*
 - ✓ Animal control issues (leash, license, scoop); signs for town properties
 - ✓ Town list of committees: update *(Wynne)*
 - ✓ Planning Commission vacancy
 - Children's Park basketball court improvements *A-leen + Trish*
 - Children's Park lawn improvements
 - ✓ Pope Head's Creek Watershed Advisory Committee
 - ✓ Community Open Space zoning district
9. Old business
 - NOVEC franchise report
10. Adjournment

It doesn't make any sense whatsoever!

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Clifton Haunted Park

Eight-Acre Trail of Terror

Under the Veil of Darkness . . . And sometimes a Full Moon, visitors will once again follow the meandering earthen trails through eight acres of "haunted" woods fearing who, or what, might be lurking behind the trees or crawling out of the fog-ridden creek to scare them. Those who are brave enough to walk Clifton's eight-acres of terror will see: Pirates of Clifton Creek (skit in the water), Our own local version of Hannibal Lector & Friends, an 18th Century Gravedigger (Barry Crocker), crazed woods people with chainsaws, Voodoo Witchdoctor communicating with the "dead", Civil War Hospital with a "live" amputation of a soldier's leg, a full-scale Witches' Den & more! From year to year, the cast of ghouls & fiends change, but they are always committed to terrifying each and every one of you!

Cox Communications

"Monster Movies Under the Moon"

Enjoy classic monster movies throughout the evening on an outdoor screen.

This year's features include:

"Abbott & Costello Meet Frankenstein", *"The Bride of Frankenstein"*,
& *The Ever-Popular "Beetlejuice"*

Clifton Haunted Park

One Night Only

Saturday, October 25

7-11 PM

Tickets: \$5.00 for all ages

Admission to "Cox Monster Movies Under the Moon" is Free.

Food & Beverages will be sold throughout the evening.

Hayride available to take visitors from Main Street to the Park.

- Not Recommended for Young Children -

Directions: Take I66 to Fairfax County Pkwy South to Braddock Rd. West. From Braddock Rd., turn left (at light) onto Clifton Rd. Follow Clifton Rd. into the Village of Clifton and follow signs for parking. Questions? Call 703-830-0976.

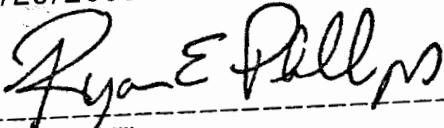
THE Journal

NEWSPAPERS

PROOF OF PUBLICATION

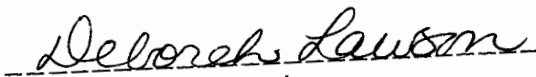
I, Ryan E. Phillips Publisher of the Northern Virginia Journal, a newspaper in Northern Virginia, published in the English language, and having a bona fide list of paid subscribers located in the Northern Virginia area, and entered in a newspaper of record according to the Laws and Regulations of the United States of America for 52 successive weeks or more prior to the issue of 09/29/03, certify that the notice of OCTOBER 7TH HEARING

for
TOWN OF CLIFTON
attached hereto has been published on
09/29/2003.



Ryan E. Phillips

Sworn to and subscribed before me this
29th day of September, 2003.


My commission expires

March 31, 2006

Ad number: 11505456
End date : 09/29/2003
09/29/2003
TOWN OF CLIFTON

NOTICE OF PUBLIC HEARING

Pursuant to Sec. 15.2-1800.B. of the Code of Virginia (1950, as amended), please take notice that the Town Council of the Town of Clifton, Virginia (the "Town"), will conduct a public hearing regarding the proposed encumbrancing and sales of certain real properties owned by the Town or expected to be acquired by the Town within the next 30 days, having the locations, maximum loan amounts and minimum sales prices specified below:

Property Address				Maximum Loan Amount and Minimum Sales Price	
908	Sugar Tree Ct	Chesapeake	VA	23320	\$115,000
2	Sandy Lake Drive	Hampton	VA	23666	95,000
5910	Margate Avenue	VA Beach	VA	23462	49,000
3245	Yorkborough Way	VA Beach	VA	23453	50,000
3212	Bangor Drive	Chesapeake	VA	23321	70,000
1644	Sword Dancer Drive	VA Beach	VA	23454	90,000
161	Erin Drive	Madison Heights	VA	24572	110,000

Each of the foregoing properties is proposed to be encumbered by a first deed of trust, securing indebtedness not to exceed the respective maximum amounts, and to be sold for not less than the respective minimum amounts, specified above.

Said public hearing will take place on **October 7, at 7:30 p.m.**, at the Clifton Town Meeting Hall, 12641 Chapel Road, Clifton, Virginia.

September 29, 2003

NVA11505456amh

10/07/03

Town of Clifton
Cash Balance Report
As of October 7, 2003

Oct 7, 03

ASSETS

Current Assets

Checking/Savings

Checking

963.07

Investments

Playground Reserve Fund

Playground - Patty Moore Fund

11,462.68

Playground Reserve Fund - Other

1,025.00

Total Playground Reserve Fund

12,487.68

Clifton Heights Escrow

5,455.60

Investments - Other

271,702.37

Total Investments

289,645.65

Total Checking/Savings

290,608.72

Total Current Assets

290,608.72

TOTAL ASSETS

290,608.72

LIABILITIES & EQUITY

0.00

**Town of Clifton
 Profit & Loss
 July through September 2003**

	Jul - Sep 03
Ordinary Income/Expense	
Income	
HUD Homes	97,392.00
Playground Reserve Donations	11,462.68
Tax and Permits Revenue	
Utility Consumption Tax	360.50
Motor Vehicle Tags	37.50
Sales Tax	5,610.48
Cigarette Tax	393.55
ABC Profits	77.77
Railroad Tax	1,277.54
Total Tax and Permits Revenue	7,757.34
Community Hall Revenues	
Community Hall Rentals	1,450.00
Total Community Hall Revenues	1,450.00
Haunted Trail Event	(218.80)
Farmers' Market Income	525.00
Total Income	118,368.22
Expense	
Payroll Expenses	
Payroll Taxes	
FICA	573.75
Total Payroll Taxes	573.75
Total Payroll Expenses	573.75
Contractual	
Insurance	2,453.00
Town Government	
Planning Commission	65.50
Total Town Government	65.50
Rent	
Railroad Siding Rental	100.00
Ayre Square Rental	153.84
Total Rent	253.84
Town Maintenance	
Beautification Comm.	449.50
Grounds Maintenance	658.58
Town Hall Maintenance	601.25
Total Town Maintenance	1,709.33
Town Services	
Grass Mowing	1,050.00
Trash Collection	561.84
Total Town Services	1,611.84
Utilities	
Gas and Electric	(330.66)
Water	73.75
Total Utilities	(256.91)
Legal Advertising	199.68
Dues and Subscriptions	
Va. Municipal League	306.00
Dues and Subscriptions - Other	15.00
Total Dues and Subscriptions	321.00
Mayoral Reimbursement	239.92
Caboose Expenses	
Caboose Electric	48.29
Caboose - Trentane Gas	30.82

5:54 PM
10/07/03
Accrual Basis

Town of Clifton
Profit & Loss
July through September 2003

	<u>Jul - Sep 03</u>
Total Caboose Expenses	79.11
Community Hall Expenses	
C.H.-General Maintenance	336.00
C.H.-Cleaning	600.00
C.H. Floors	1,000.00
C.H. - Electric	1,330.63
C.H.-Management Fee	290.00
Community Hall Expenses - Other	30.19
Total Community Hall Expenses	3,586.82
Miscellaneous	150.14
Total Contractual	10,413.27
Farmers' Market Expense	462.50
Commodities	
Postage and Delivery	66.00
Miscellaneous	180.93
Total Commodities	246.93
Fed Fund-Transportation Proj	
F.F. - Transp. Project-Land	475.00
F.F.- Transp. Project-Trails	485.00
Total Fed Fund-Transportation Proj	960.00
Total Expense	12,656.45
Net Ordinary Income	105,711.77
Net Income	<u>105,711.77</u>

**The Town of Clifton, Virginia
Affordable Housing Program
Monthly Activity Summary
As of September 30, 2003**

	<u>Month of Sep-03</u>	<u>Year to Date</u>	<u>Program to Date</u>
<u>Bidding Activity Summary</u>			
Homes Reviewed	22	261	348
Homes Rejected for Bid	1	52	81
Homes Selected for Bid	21	209	281
Winning Bids	4	51	71
Conversion Ratio	19.0%	24.4%	25.3%

Purchase and Sales Activity Summary

Homes Under Contract for Purchase from HUD	7		
Sales Contracts Accepted from Qualified Buyers	7	55	56

Inventory Activity Summary

Inventory, Beginning of Period	21	0	0
Homes Purchased	0	64	64
Homes Sold	1	44	44
Inventory, End of Period	<u>20</u>	<u>20</u>	<u>20</u>

Volume and Profit Summary

Total Sales Volume	\$ 109,900	\$ 5,548,323	\$ 5,548,323
Profit to Town of Clifton	\$ 5,431	\$ 221,645	\$ 221,645

Town of Clifton		
Net Profit Calculation		
NDC Certification	2241	
	<u>Farrington</u>	<u>Totals</u>
Sales Price	109,900	109,900
Base Puchase Cost	90,000	90,000
HUD Discount	-13,500	-13,500
Misc Acq Costs	2,133	2,133
Loan Discount CLC	2,700	2,700
Repairs	8,800	8,800
Carrying Costs	691	691
Interest	1,362	1,362
Commission	6,594	6,594
Selling Costs	1,245	1,245
Total NDC	100,025	100,025
Profit	9,875	9,875
Buyer Credits	0	0
Net Profit	9,875	9,875
CLC Mgmt Fee 45%	4,444	4,444
Net to Town of Clifton	<u>5,431</u>	<u>5,431</u>
NDC X 110%	110,028	
Sales Price	109,900	

**Town of Clifton Affordable Housing Program
Inventory Detail Report**

Case #	No.	Street	City	ST	Zip	Subdivision	Built	Type	SF	BR	FB	HB	Bought	Contract	Sold	Sales Pr
541-482800	3238	Scarborough Way	Virginia Beach	VA	23456	Scarborough Square	1983	T	1124	2	1	1	6/5/03	9/3/03	p-10/15	65,000
541-489108	824	Nottaway Drive	Chesapeake	VA	23320	Knells Ridge	1987	T	1292	2	1	1	6/5/03	8/15/03	p-10/6	89,900
541-482244	506	Peregrine Street	Virginia Beach	VA	23462	Northridge	1982	T	1178	3	1	1	6/5/03	9/8/03	p-10/5	63,900
541-495601	707	East Pembroke Ave	Hampton	VA	23669	Area 101	1936	D	1400	3	1	1	6/5/03			99,900
541-451835	1518	E Pembroke Avenue	Hampton	VA	23663	Area 101	1995	D	1120	3	2		6/26/03			95,000
541-457411	760	Glenshire Drive	Virginia Beach	VA	23462	Lynbrook Landing	1983	T	1456	3	2	1	6/26/03	8/20/03	p-10/6	82,400
541-576621	1439	Canadian Court	Virginia Beach	VA	23453	Green Run	1989	T	1080	2	1	1	6/26/03	7/28/03	p-10/6	69,900
541-495822	3823B	Meherrin River Reach	Portsmouth	VA	23703	River Pointe	1995	THC	1265	2	2	1	7/24/03	8/25/03	p-10/6	89,900
541-506130	3884	Chancery Lane	Virginia Beach	VA	23452	Windsor Oaks West	1975	T	1496	3	2	1	6/26/03			79,900
541-393868	26	Holly Hill Lane	Portsmouth	VA	23702	Area 21	1988	T	1248	3	2		7/24/03	8/19/03	p-10/15	76,500
548-395969	14704	Endsley Turn	Woodbridge	VA	22193	Dale City	1976	T	1274	3	1	1	7/24/03	9/12/03	p-10/16	163,900
541-632246	6016	Margate Avenue	Virginia Beach	VA	23462	Lake Edward West	1977	T	1512	3	2	1	7/24/03	8/30/03	p-10/24	79,900
541-563099	3848	Chancery Lane	Virginia Beach	VA	23452	Windsor Oaks West	1975	T	1320	3	1	1	7/24/03			72,500
541-567811	212	Lowden Hunt Drive	Hampton	VA	23666	Hunt Club Terrace	1956	D	1711	4	1	2	7/24/03			126,900
541-500831	3811A	Falling River Reach	Portsmouth	VA	23703	River Pointe	1996	GC	886	2	2		8/28/03			79,900
548-346090	7928	Casa Grande Place	Alexandria	VA	22309	Sequoyah	1978	THC	1100	2	1	1	8/28/03			132,900
541-269525	908	Sugar Tree Court	Chesapeake	VA	23320	Greenbrier	1980	D	1320	3	2		p-10/10	8/9/03	p-10/24	135,900
541-402986	4305	Derby Wharf Drive	Virginia Beach	VA	23456	Salem Woods	1982	D	1822	4	2	1	8/28/03	9/4/03	p-10/24	169,900
548-322510	3362	Nadia Loop	Woodbridge	VA	22193	P William Commons	1998	T	1534	3	3	1	8/28/03	9/22/03	p-10/20	245,000
541-548977	3412	Raintree Road	Virginia Beach	VA	23452	Princess Anne Plaza	1962	D	1122	3	1		8/28/03			114,900
541-600431	2120	Christian Avenue	Chesapeake	VA	23324	South Norfolk	1910	D	1764	3	1	1	8/28/03			104,500
541-486496	2	Sandy Lake Drive	Hampton	VA	23666	Sanlun Lakes	1984	D	1316	3	1	1	p-10/10			115,900
541-597198	161	Erin Drive	Madison Heights	VA	24572	None	1996	D	1600	3	2	1	p-10/10			133,900
541-568421	5910	Margate Avenue	Virginia Beach	VA	23462	Lake Edward West	1976	T	1512	3	2	1	p-10/10			79,900
541-483711	3245	Yorkborough Way	Virginia Beach	VA	23453	Scarborough Square	1974	T	1534	3	2	1	p-10/10			76,900
541-592837	3212	Bangor Drive	Chesapeake	VA	23321	Dunedin	1976	D	1176	4	1	1	p-10/10			96,900
541-586322	1644	Sword Dancer Drive	Virginia Beach	VA	23454	Ocean Lakes	1986	T	1452	3	2	1	p-10/10			109,900

SALES PRICES ARE TENTATIVE AND SUBJECT TO CHANGE



*Our Business is People
and Their Love for Trees*



The Care of Trees
22830 Quicksilver Dr.
Dulles, VA 20166

Tel 703.661.1700
Fax 703.661.1701
Web www.thecareoftrees.com

Mr. Jim Chesley
7207 Main Street
Clifton, Virginia 20124

10/10/03


Jim,

As per your request, I have reviewed the 15" diameter Norway spruce tree in Ayre Square. This tree appears to be in moderate health. I do not believe that pruning will be of any help to the tree. If you are intent on keeping this tree I would suggest a program of treatment for mites, mulching, provide adequate water during dry periods and fertilization. It will probably take a number of years for the tree to respond if at all.

In my opinion, replacing the tree with a spruce tree in good health may be a better solution. Using a tree spade to plant a new tree would allow a large tree to be planted. There is a good chance of having a tree donated that may be otherwise destroyed at a relatively low or no cost. I will keep you posted when a tree in this situation becomes available.

Please feel free to call me with any questions or concerns.

Sincerely,



Craig Herwig

ISA Certified Arborist #0067

Town of Clifton,

Thank you for hearing our appeal.

We support the Town in its efforts to preserve the historic nature of the town. To that end we have:

- Completely renovated our house
- removed aluminum siding and replaced with hardboard
- replaced metal windows with wood windows
- replaced the entire main floor of the original house which was rotten and bug eaten
- Replaced asphalt shingles on the roof with a metal roof

As you know, we are in the process of completing a major addition. In our research for this project we identified a new product which we felt would be appropriate for use in the project – Tendura Planking.

The product is a wood composite material that provides true architectural and historic authenticity in design and appearance but with the added benefit of improved durability. The nature of our lot, which is on a hillside and heavily shaded necessitates the use of a product that is rot resistant due to the excessive moisture that builds up and remains under our house. We have first hand experience with the effects of this as I referenced earlier when we had to replace all the floors on the first level of the house. We considered wood decking for our porch but found it impossible to recreate the porches of the 1900's. Today's new growth pine is more porous than the pine grown at the beginning of the past century making it more susceptible to rot and termites. Furthermore, lead based paint, which is most effective against water penetration, is not available today for environmental reasons.

The only argument against use of this product has been that it is "not wood".

To that I would make the following response:

The mission of preserving the town's architectural heritage is not incompatible with the use of new and improved materials:

We allow the use of hardboard sidings (vs. wood)

We allow the use of aluminum roofing with a baked enamel finish (vs. tin)

We allow pressure treated lumber for decks and fencing (vs. paint)

I would argue that the first two items are superior to the materials they replace but are architecturally and historically compatible.

I would further argue that pressure treated lumber for fencing is not historically similar because it is not painted.

In the ARB guidelines, there are suggested materials and dimensions for every aspect of a house that appears on the vertical plane. (see handout) Notably, there are no specific guidelines for decking materials which are on the horizontal plane and unnoticeable from the street level. In my discussions with the Fairfax City ARB, they told me they only dealt with features on the vertical plane. Many of the existing porches in Town are currently concrete or pressure treated wood which is not architecturally accurate in depicting the porches at the turn of the century.

I have included in my documentation a letter from Royce Jarrendt, an architect and Chairman of the ARB in support of the use of Tendura Planking.

I have also included an e-mail I received from Mr. Bill Crosby, the State of Virginia's Historic Architect who works for the Virginia Department of Historic Resources. Mr. Crosby said of Tendura Planking

"I can't imagine a better product for exterior wood porch floor replacement. It looks the same as the traditional decking but will not deteriorate. Although wood decking remains available, I believe this to be an appropriate substitute material"

So in summary:

We need a product which is rot resistant due to the very damp nature of our lot. We considered wood porch flooring but felt it to be unacceptable due to current growth processes and paint availability. We found a product that is 60% wood but does not rot and is architecturally appropriate. To reiterate the comments of Virginia's Historic Architect regarding Tendura Planking:

"I can't imagine a better product for exterior wood porch floor replacement. It looks the same as traditional decking but will not deteriorate....I believe this to be an appropriate substitute material."

This concludes my remarks. Thank you for your attention and I am available to answer any questions you may have.

Jeff and Michelle Stein
November 4, 2003

Minutes
Clifton Town Council Meeting
Tuesday, December 2 2003
Clifton Town Meeting Hall

Present: Mayor Jim Chesley, Mac Arnold, Margo Buckley, Bill Hollaway, Wayne Nickum; residents and guests of the town

The Pledge of Allegiance was said by all.

Public Hearing #1:

1. Revisions to Chesapeake Bay Ordinance
2. No public comments.
3. Motion made to close public hearing. Passed unanimously: Chesley, Arnold, Buckley, Hollaway, Nickum.

Public Hearing #2:

1. Current HUD properties; CLC (Commercial Lending Corporation) will handle encumbrance of properties within next 30 days.
2. No public comments.
3. Motion made to close public hearing. Passed unanimously: Chesley, Arnold, Buckley, Hollaway, Nickum.

Town Council Meeting:

1. Motion made to approve amended Town Council minutes from November 4, 2003, as follows:

- Item 1: Public Hearing re: HUD homes acquisition and sale; time to read as 7:00 P.M.
- Item 11-A: Addendum to Policy Regarding Use of Synthetic Materials:

On existing structures, only original materials may be used, unless such materials are no longer available. On additions to existing structures, or on new structures, the use of synthetic materials may be considered on a case-by-case basis where (i) there is a performance-based need for the material, (ii) the material has been endorsed by a recognized state or national historic preservation group, and (iii) where the appearance of the material is essentially identical to the original material.

Motion passed unanimously: Chesley, Arnold, Buckley, Hollaway, Nickum.

2. Treasurer's report: Marilyn Barton. Motion made to approve. Passed unanimously: Chesley, Arnold, Buckley, Hollaway, Nickum.

3. Town communications:

- a. Clifton Presbyterian Church: request to make presentation to Town Council regarding church addition
- b. CBA news: Michelle Stein
 - Next CBA meeting: December 11, 2003, Primitive Baptist Church; CBA by-laws to be discussed. See more information on CBA web site.
 - Children's Holiday party: December 14, 2003, Town Meeting Hall, 6:30 P.M.
 - Band night scheduled for December 21, 2003, Brion's Grille, early evening

- c. Acacia Lodge investiture, December 6, 2003, 11 A.M.
4. Unfinished business:
 - a. HUD report: John Eubank
 - Total of ten properties sold in month of November
 - Motion made to approve acquisition. Passed unanimously: Chesley, Arnold, Buckley, Hollaway, Nickum.
 - Motion made to hold Public Hearing re: acquisition and sale of HUD properties on January 6, 2003, Town Council meeting.
5. Playground Committee report:
 - a. Two vendors will be used for new playground.
 - b. Next Playground Committee meeting will be December 9, 2003.
6. ARB: no report
7. Planning Committee:
 - a. CBAY Ordinance changes. Motion made to approve. Passed unanimously: Chesley, Arnold, Buckley, Hollaway, Nickum.
 - b. Revised pump and haul plans: issues worked out with adjacent homeowner, Richard King. Date of construction will be set when town approves plans. Vehicular traffic will be a town concern when construction of facility is underway, predicted for sometime in March. A description of construction plans by engineers for the new facility will be presented at the January 6, 2004, Town Council meeting.
 - c. Concerning Lot #3, Clifton Heights: no new county permits or inspections for current permits will issued for this lot.
 - d. Chesapeake Bay Ordinance: RPA buffer; grants program that includes new opportunities and money available. Deadline for filing grant application is February 2, 2004.
 - e. Elimination of lot lines concerning two town properties, one of which is the Children's Playground. Planning Commission has to approve. Town Council does not have the authority.
8. Discussion of Old Town Hall property / comments from audience:
 - a. Brant Baber: This is an asset that the Town Council needs to make a decision about. The minimum needed to make this building habitable is \$150,000.
 - b. Michelle Stein: Let's use it!
 - c. Steve Effros: Let's get a liquid value on this property and sell it.
 - d. Bill Watts: At present it is a liability issue.
 - e. Marilyn Stoney: Would be interested in renting it for her business.
 - f. Margo Buckley: Royce Jarrendt is interested in building for his office. He would also be willing to rent a section (to store records) to the town for \$1.00.
 - g. Lev Buller: It would be nice to have a small place for small town gatherings and meetings. This building would fit the bill and could also be used for the storage of records, as well as provide the space for a town museum.
 - h. Motion made to send out a letter to town residents concerning the issue of what to do with this property, with a reminder that this will again be discussed at the January Town Council

meeting. Town Finance Committee will take care of this mailing, and encourage residents to send their written comments. Passed unanimously: Chesley, Arnold, Buckley, Hollaway, Nickum.

9. Discussion of the posting of orange use permit cards on properties. Planning Commission will handle.

10. ISTEPA funds for land purchase will be discussed at January Town Council meeting.

11. NOVEC franchise: removal of certain bundles on poles. Part of deal will involve putting lines underground, the elimination of five poles on Main Street (\$44,000 value). Part of this agreement has been put into writing, but still is not complete. Using a map, Mayor Chesley pointed out various locations of poles. Next steps will include survey, communication with Cox, owners of properties, and NOVEC. The deadline is January 31, 2003. Motion made to agree to tall poles and consolidation, and the removal of bundles, and to talk to homeowners and come to agreement with NOVEC on franchise. Ayes: Arnold, Buckley, Hollaway, Nickum. Abstain: Chesley. Motion passes.

12. Motion made by Mac Arnold to enter into executive session to discuss legal matters with town attorney.

13. Motion made to reconvene Town Council meeting, with Mac Arnold stating that only matters pertaining to legal matters were discussed in executive session. Passed unanimously: Chesley, Arnold, Buckley, Hollaway, Nickum.

14. Brant Baber brought up idea to construct a storage unit in eight acre park in order to store items needed for the setting up of the Haunted Trail.

15. Motion made to adjourn. Passed unanimously: Chesley, Arnold, Buckley, Hollaway, Nickum.

TOWN OF CLIFTON

December 12, 2003

*Copy and
post in
post
office*

TO: RESIDENTS OF THE TOWN

FROM: MAYOR AND COUNCIL

We are writing to solicit your views on the future of the existing Town Hall, located across the street from the Fire House and Town Meeting Hall. The Town acquired the Town Hall in 1972 and used it for records storage and meetings until 2002, when it was determined that the physical condition of the building, and safety considerations, made its continuing use inadvisable.

Excessive dampness causes the building to have a musty odor; small room size and the lack of a heating and air conditioning system make it difficult to hold small to medium size meetings; no access or rest room facility for the elderly or physically challenged exists; the absence of a paved parking lot and the presence of muddy ground makes parking difficult; and the absence of a large space makes us unable to use the building for parties or other gatherings. The Town Hall has no kitchen or area to install one, has one 12' x 15' room on the second floor, and is zoned residential.

Suggestions have been made to the Mayor and Council that something needs to be done with the Town Hall, either to make it useable again or to dispose of it and put its sale price to other uses. Our inquiries and citizen input have identified the following potential alternatives:

- **Fix It Up.**- Depending on the scope of work, it would cost \$125,000-175,000 to make the building useful as a Town office, storage facility and meeting place. Suggestions have been made to rent the building as (i) a residence [consistent with its current zoning] or (ii) a commercial office [would require rezoning].
- **Sell It** - It is estimated that Town Hall would sell in its current condition for \$275,000-325,000, whether by auction or negotiated sale.
- **Do Nothing To It** - Land becomes more valuable every day, so hold it and see what happens in the future.

The Mayor and Council invite you to express your opinion on the future of the Town Hall at the next Town Council meeting, to be held at 7:30 p.m. on Tuesday, January 6, 2004 in the Town Meeting Hall. If you prefer, you can jot your thoughts down, deliver the jottings to Pam Wallace, and she will make copies and share them with us.

File copy

Minutes
Clifton Town Council Meeting
Tuesday, November 4, 2003
Clifton Town Meeting Hall

Present: Mayor Jim Chesley, Mac Arnold, Margo Buckley, Laura Harrington, Bill Hollaway, Wayne Nickum; residents and guests of the town

The Pledge of Allegiance was said by all.

re: HUD acquisition and sale

7:00 P.M.

1. Motion made to hold Public Hearing next Town Council meeting: December 2, 2003 7:30 P.M.
Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

2. Motion made to approve amended Town Council minutes from October 7, 2003, as follows:
-Item 14: Add that the Steins made a timely appeal in accordance with Town Code. They agreed to issue being addressed during November Town Council meeting.
-Item 22: Add that on September 30, 2003, Mayor Chesley attended meeting with Cox Cable.
-Item 23: Add *Coalition* after word *Watershed*.
-Item 24: Cross out word *repairs* and replace with *management fee*. Add repairing of Old Town Hall well came to \$1, 084.64.

Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

3. November Occoquan Watershed meeting will feature Tom Davis.

4. Treasurer's report; Marilyn Barton
Motion made to approve. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

5. CBA report: Michelle Stein
a. New chairman needed for Clifton Day, 2004. Jim Fullerton has resigned post after 17 years.
b. November 10, 2003: next Playground Committee meeting, to be held at Primitive Baptist Church, 7 P.M.
c. Barn Dance
d. December 11, 2003: next CBA meeting
e. Building owned by Judy's Junque has been sold to a group of Clifton residents; property will be rented

6. Clifton Presbyterian Church issue will be presented at December Town Council meeting.

7. Old Town Hall property issues:
a. Sell as is?
b. Obtain structural engineering report?
c. Sell or not to sell?
d. Public discussion next month on what we should do with this property.

e. Rent?

8. ARB: Royce Jarrendt
a. Robin Graine balcony: design approved unanimously
b. Pendleton property: exterior materials, door approved
c. Jim Swing house addition on Newman Road: re-approved

9. Planning Commission: Bill Hollaway
a. Use permit: Mark Bodwalk for counseling practice. Motion made to approve. Passed

unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

b. C-Bay changes received by Planning Commission to Town Ordinances; notice of public hearings; approval with revisions; Planning Commission voted to revise ordinance as proposed by CBLAD (Chesapeake Bay Local Assistance Department). Joint public hearing needs to be held. Motion made to advertise this meeting for December 2, 2003, 7 P.M., to consider proposed ordinance changes as presented by Planning Commission.

c. Lot 3, Clifton Heights: concerning old plan that had been approved for this lot; new owner did not appear at Planning Commission meeting; therefore, building permit rescinded until owner appears. Royce Jarrendt suggested that a letter be sent to new owner since original building permit had been approved. Mayor Chesley suggested that a statement be made concerning when a property is sold to another with a previously approved building permit. Is this going to be a dangerous precedent? Brant Baber suggested a "stop work order." Motion made to issue this order. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

10. Community Open Space and Recreation district

11. Stein appeal of ARB decision:

a. Presentation by Jeff Stein regarding synthetic material (Tendura planking) he wishes to use on the floor of his ground level porch, and which was not approved for use by ARB.

b. Tom McNamara summarized ARB decision which was a 3-2 vote against the use of Tendura.

c. Donna Netschert expressed her commitment to maintaining the integrity of the historical district. She is also very concerned about setting a precedent for future decisions.

d. Laura Harrington said she likes the idea of special materials because they help to keep properties looking fresh and well maintained.

e. Question of whether or not Stein property is listed on the historical district map of the town of Clifton. (There are three classifications: contributory, non-contributory and visually contributory.) Stein's house, while a late 19th century structure, is classified as non-contributory.

f. Helen Buller pointed out that the ARB guidelines indicate the use of wood wherever possible in renovating or reconstructing historic buildings.

g. Lynne Garvey Hodge expressed her opinion that we should be more concerned about horizontal planes over vertical planes in deciding what kind of material is used. Besides, the Tendura planking is 60% wood.

h. Lev Buller stressed the importance of adhering to distinct standards as set forth by the National Historic Trust.

i. Royce Jarrendt discussed some of the various synthetic materials used on the McNamara home, the historic Barbershop building, and on his own home on Chapel Road. Furthermore, Stein's appeal involves an addition, not the main historic structure.

j. Issue for the Council to address is whether or not the ARB has the right to prevent certain materials from being used on historic structures. Motion made by Mac Arnold to uphold ARB decision in the Stein case, and to deny appeal. Before voting on this motion, another motion was made to enter into executive session in order to discuss legal ramifications of upholding ARB decision, including possibility of Steins taking town to court. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

k. Council reconvened. Mac Arnold stated that only matters pertaining to legal issues were discussed in closed session. Motion made to consider the use of synthetic materials on historic town buildings, on a case by case basis. Ayes: Chesley, Buckley, Harrington, Hollaway, Nickum. Nay: Arnold.

12. NOVEC franchise: email received from attorney concerning Clifton franchise agreement; numbers cannot be kept the same, and we need to wrap up agreement for re-poling. Deadline is December 31, 2003; NOVEC's current offer stands until that date.

13. Cox franchise: Cox is in complete agreement to move all their cabling to new poles and presently

working on engineering plan.

14. ~~ISTEA money stats: Conservation Trust has emailed our VDOT contract.~~

15. Town charter change regarding vice-mayor: has been taken to legislature (Tim Hugo)

16. Ayre Square Christmas tree: tree specialist recommends taking down present tree and replacing it. An 18 foot Blue Spruce was recommended (\$2300 with guarantee). Motion made to buy new tree. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

17. HUD: John Eubanks. Motion made to approve resolution to extend contract to June 30, 2005. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

18. Motion made to approve town landscaping/seeding bill. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

19. Report on Haunted Trail: Margo Buckley. Event and Cox movies were very successful; some traffic problems noted with an idea to provide shuttle busses next year from parking areas to trail. There was also a shortage of parking spaces. Cutting off number of participants to 3000 will be considered.

20. Candlelight tour of homes scheduled for December 6, 2003. Clifton's Grand Illumination will be held in Ayre Square at 7:30 that same evening.

21. Motion made to adjourn. Passed unanimously: Chesley, Arnold, Buckley, Harrington, Hollaway, Nickum.

*delegate
to present
to be at
leg at
next
session*

① Motion next mo - Public H. next month 7:30 Unan.

- ② Minutes
 - a. Item 24
 - b. " 23
 - 14
 - 25

Motion to approve amended ^{minutes} - passed unanimously.



③ Occoquan Watershed Mtg. Tom Davis

④ Nov 18 HOT? Lared (what are these, pray tree?)

⑤ Treasurer's report - approved: unanimously -

⑥ ~~MEMO~~ Memo from Roy

⑦ CBA: M. Stein

a) needed: new chairman: Clifton Day (after 17 years)

b) 7 PM - Nov. 10 } Playground Mtg.

c) Great Barren Dam

d) Dec 11 - next CBA mtg.

e) Judy's Junque building - purchased by a group

Citizen's Remarks:

⑧ ~~ARB~~ mxt T.C. mtg -
Clifton Presby. Church } Dec. mtg.

- ⑨ Iron Horse property
 - Sell as is?
 - Structural engineer report?
 - T.C. needs to decide whether to sell, or not to sell - ??
 - ↳ Flyer on board in post office
 - Public discussion next month - what should we do?

⑩ Committee reports

- a. Judy's Junque: Sold - before
- Buckley/ Babe: Still a Committee

⑪ ARB

- a. Robyn Graice ~~bed~~ ^{4x6} balcony - unan. approved
- b. Corian approved - exterior materials
Phulleton property; down facing Phulleton
- c. Jim Swing
addition house on Newmarket - re-approved

⑫ Planning (Bill)

- a. Mark Bodwalk? use permit
upstairs/holistic vet's building - } motion to approve - unanimous
marriage counseling
Mr. Ivan
all day Weds
Commercial.

(pg 3)

b) C-Bay chgs. rec. by Planning
Comm to Town Ordinance
Notice of Public Hearings -
approve w/ revisions
Joint Public Hearing

?????

Change -
Pg 2 -

See
Bill's
hand-
out
outlining
these
changes

CBLAD

Chesapeake Bay Local Assistance
Department

New reqs
involved /
proposals (Comm)
Planning

- extra restrictions outlined /
cutting out Multi-flora rose,
Kudzu, etc. → thinning
that is recommended

~~Planning
p Comm. voted to
revise ordinance as proposed by CBLAD.~~

↓
Joint Public mtg. needs to be held -

* Motion to advertise this joint public mtg.
next Dec. T.C. mtg. at 7 P.M. Dec. 2, 2003

↓
to consider proposed
ord. chgs as presented by
Plan. Com

c. Lot # 3 - Clifton Hts. -

Old plan that had been approved - but applicant did not show at Planning Comm mtg. or A&B mtg. -

* Motion that Bldg. permit rescinded until owner

Letter to land owner

unanimous

} Ask you Wayne help with this

But Royce doesn't like this - owner very well intended, even though he did not show up. - recommended that

official letter 1ST to owner -

But Bill/Wayne disagreed

- Original Bldg. permit under Royce's company name - all originally approved -

Mayor Chesley → T.C. wants to make a statement about when a property is sold to another w/a previously approved building permit ↓

A dangerous precedent?

Grant Baber

"

"stop work order: notice - stop everything!"

* Reconsider ^{re-} motion > owner > "stop work permit" -

Page 5

#63 7227 historical building?

(13)

Community Open Space & Recreation District

Comm ~~map~~ open space ??

renumbering involved } re-formatting
No word chg.

Motion to adopt new format -
23-A

Unan.

(14)

Stein Appeal

(A) - Presentation from Jeff Stein

ARB side

(B) - Tom McN. (acting chairman) / ARB
3-2 vote

• for: Raymond / Suzi

• against: Donna, Phyllis, Tom McN. (because it was a synthetic product)

Donna: very committed to keeping integrity of historical district

Laura Harrington: likes the idea of special materials because it keeps properties looking good

(property) (1985)

Is it listed in historical district map?

- contributory ; - non-contributory
- visually contributory

House #63 (Stein's house) } non-contributing
late 19th century structure

Page 6

Dangerous
Precedence?
Set

yes: Donna Netschert - she is very

* worried that Hettzel house

In church:

Toxic
~~at~~ mold
↓
hearty plank the culprit?
"

"Hearty plank" used on Stein house - approved by ARB (because they ripped off aluminum siding)

- No synthetic/artificial materials-

the legacy of "Jim Hicks"

Heleen Puller:

pg. Specific architectural elements

Wood-wood-wood!

pg 22 at top of ARB guidelines - one of the 13 main elements that characterize the historic structures of ~~WADA~~ Clifton.

- Lynne G. Hodge issue of rotting porches

horizontal plane > cannot be seen

vertical plane > need current attention

Focus on authentic materials - but we are all violating in what we use to maintain our houses

the Stein's material is 60% wood -

Page #7

Q & A : Historical District website
Nat'l Historic Trust

Lev Buller: municipalities have the final say, however -
But there are distinct standards -
ARB should address this -

* Issue of additional materials requested to be used

- Royle:
 - McNamara home; siding torn off by Pitkin, replaced by "waste wood" (pressed wood?); metal roof not true tin - now the new trend
 - Barbershop
Synthetic wood product siding/panel roof
 - Royle's house

Furthermore -

- Stein's appeal involves an ADDITION, not a main ^{historic} structure issue
- Heltzel house > offended Royle considerably (he's very pissed at Donna Netschert!)

Donna N: advocating the use of WOOD

Jimmy Historic Preservation } Wash. Post -
re: Washington, VA

(T.C.) - Does ARB have ^{the} right to prevent certain materials from being used on historic structures? →

pg 8

Bill Holloway -

Synthetic materials the on
additions? How about going about
it on a case-by-case basis?

* ~~ARB~~ needs to formulate a definite
policy

so absolutely -
* hypocritical
ass-hole - Mae.
very bad

⊛ Motion made by Mae Arnold -
to deny appeal (ass-hole, hypocritical)

Uphold decision

move to go into executive
session → motion passed
unanimously

to discuss legal ramifications of upholding
the ARB decision - what happens if the Steins
take us to court?

My husband was summarily dismissed -
when trying to present arguments against the use
of the ugly, honest, fake wood siding, that
actually went against the ARB guidelines
written by the architecture "god" Hricko who is a
lousy architect among other things...

pg.
9

Mac-
moved that
only matters pertaining
to legal matters were discussed
in closed session

Wagner:

issue >
distinction between additions of
main structures of historical building -

very
much
hypocritical

⊛
↓
Motion that synthetic
materials be considered on buildings
on a case by case basis -

Mac: may
~~ARB needs to be~~

all eyes / one way > case by case basis
→ motion passes

" Guidelines are guidelines... "

what happened to the beautiful Baptist
church w/ the fake cement siding and
simulated wood grain

Pg. # (10) Nothing - to report: Wayne & — ?
NOVEC franchise -

Email from attorney
about Clifton franchise agreement -

#'s cannot be kept the same -
we need to wrap up this agreement
for re-poling - Jimmy speaking at
NOVEC Board of Directors - he
clarified this -

What
does
she
report

Deadline: December 31st - NOVEC's
~~the~~ current offer starts until then

" Mr. Lawyer - else - "

*
Decision needs to be made
on NOVEC agreement / franchise

Put on December agenda

(11) Cox franchise -

9/30/83 Jimmy met w/ Cox Communications

They are in 2

Complete agreement to move all their
cabling to new poles; Cox is on
board, working on engineering plan

Ball pole -

Chapel & Main St.

NOVEC not to deal w/ this unless
Cox is worked out

12. ISTEIA money stats: (Ms. Goldberg)
Conservation Trust emailed
our DOT contact

[Federal enhancement funds]

Reply > finally }
rec'd >

13. Tom Chuter chg. (vice - mayor)
Tim Hugo - take to
legislature

14. Tom's Xmas tree - report from tree
specialist

Norway Spruce - moderate condition -
he recommends a new tree - we can

possibly get a donated tree

Mrs. Lynn okayed this - fine w/ her -

18' ft Blue Spruce > Ayre Square

\$2310. guarantee goes w/ it

Motion to buy > Unanimous -
new tree



(15) HND

John Eubanks -

* Motion to approve
resolution to extend
contract
to June 30, 2005

Unanimous

John gave report

To date:
over
\$ 250,000

What is future?

John hopes there
are more foreclosures -

And
... oh and oh
it goes... Let's
keep going

*
Change
agenda - report

H.N.D. after

Treasurer's report

What a complete fiasco

hypocritical
cryptic

(16) Checks approved -

- Landscaping/Seeding bill, approved: unanimously

- ~~Planting~~

(17) Traffic speed indicator - machine

Status -

hung up

18) Comm to
enforce zoning ordinance?
Status??


next month's agenda → December

19) "Haunted Trail"

movies very successful; some
traffic problems noted - maybe
have shuttle bus running - not enough
parking spaces were available this year

3000 y comfortable # -
maybe print this #, then have
cut off -

* Very, very good / positive response

Lynne }
G. Hodge }  yuk:
baby cemetery

20) Candlelight Tour of Homes -
Grand Illumination of tree -

7:30 P.M.

HUD

November 2003 } File Copy

The Town of Clifton, Virginia
Affordable Housing Program
Monthly Activity Summary
As of October 31, 2003

	<u>Month of</u> <u>Oct-03</u>	<u>Year to</u> <u>Date</u>	<u>Program</u> <u>to Date</u>
<u>Bidding Activity Summary</u>			
Homes Reviewed	4	265	352
Homes Rejected for Bid	1	53	82
Homes Selected for Bid	3	212	270
Winning Bids	2	53	73
Conversion Ratio	66.7%	25.0%	27.0%
<u>Purchase and Sales Activity Summary</u>			
Homes Under Contract for Purchase from HUD	4		
Sales Contracts Accepted from Qualified Buyers	9	64	65
<u>Inventory Activity Summary</u>			
Inventory, Beginning of Period	20	0	0
Homes Purchased	5	69	69
Homes Sold	8	52	52
Inventory, End of Period	<u>17</u>	<u>17</u>	<u>17</u>
<u>Volume and Profit Summary</u>			
Total Sales Volume	\$ 882,000	\$ 6,430,323	\$ 6,430,323
Profit to Town of Clifton	\$ 29,027	\$ 250,672	\$ 250,672

Town of Clifton									
Net Profit Calculation									
NDC Certification	1439	4305	26	3362	824	1518	506	3238	
	Canadian	Derby Wharf	Holly Hill	Nadia Loop	Nottaway	E Pembroke	Peregrine	Scarborough	Totals
Sales Price	71,900	169,900	76,500	245,000	89,900	97,900	65,900	65,000	882,000
Base Purchase Cost	58,500	142,500	60,800	227,500	76,100	77,000	37,000	45,400	724,800
HUD Discount	-8,775	-21,375	-9,120	-34,125	-11,415	-11,550	-5,550	-6,810	-108,720
Misc Acq Costs	1,147	1,814	1,134	2,954	1,364	1,291	1,004	1,119	11,827
Loan Discount CLC	1,755	4,275	1,824	6,825	2,283	2,310	1,110	1,362	21,744
Repairs	5,590	12,500	7,440	8,500	8,100	9,710	19,500	10,600	81,940
Carrying Costs	651	1,019	836	1,199	1,451	1,061	508	851	7,576
Interest	1,444	2,356	1,288	3,020	2,516	2,403	1,648	1,873	16,548
Commission	4,314	10,194	4,590	14,700	5,394	5,874	3,954	3,900	52,920
Selling Costs	841	1,350	832	1,169	845	922	846	820	7,625
Total NDC	65,467	154,633	69,624	231,742	86,638	89,021	60,020	59,115	816,260
Profit	6,433	15,267	6,876	13,258	3,262	8,879	5,880	5,885	65,740
Buyer Credits	-1,500	-1,500	-1,500	-1,200	-500	-2,763	-2,000	-2,000	-12,963
Net Profit	4,933	13,767	5,376	12,058	2,762	6,116	3,880	3,885	52,777
CLC Mgmt Fee 45%	2,220	6,195	2,419	5,426	1,243	2,752	1,746	1,748	23,750
Net to Town of Clifton	2,713	7,572	2,957	6,632	1,519	3,364	2,134	2,137	29,027
NDC X 110%	72,014	170,096	76,586	254,916	95,302	97,923	66,022	65,027	
Sales Price	71,900	169,900	76,500	245,000	89,900	97,900	65,900	65,000	

**Town of Clifton Affordable Housing Program
Inventory Detail Report**

Case #	No.	Street	City	ST	Zip	Subdivision	Built	Type	SF	BR	FB	HB	Bought	Contract	Sold	Sales Pr
541-495601	707	East Pembroke Ave	Hampton	VA	23669	Area 101	1936	D	1400	3	1	1	6/5/03			99,900
541-457411	760	Glenshire Drive	Virginia Beach	VA	23462	Lynbrook Landing	1983	T	1456	3	2	1	6/26/03	10/24/03	p-11/19	86,000
541-495822	3823B	Meherrin River Reach	Portsmouth	VA	23703	River Pointe	1995	THC	1265	2	2	1	7/24/03	10/31/03	p-11/14	90,000
541-506130	3884	Chancery Lane	Virginia Beach	VA	23452	Windsor Oaks West	1975	T	1496	3	2	1	6/26/03	10/22/03	p-11/24	80,000
548-395969	14704	Endsley Turn	Woodbridge	VA	22193	Dale City	1976	T	1274	3	1	1	7/24/03	9/12/03	p-10/16	163,900
541-632246	6016	Margate Avenue	Virginia Beach	VA	23462	Lake Edward West	1977	T	1512	3	2	1	7/24/03	8/30/03	p-10/24	79,900
541-563099	3848	Chancery Lane	Virginia Beach	VA	23452	Windsor Oaks West	1975	T	1320	3	1	1	7/24/03	10/21/03	p-10/30	72,500
541-567811	212	Lowden Hunt Drive	Hampton	VA	23666	Hunt Club Terrace	1956	D	1711	4	1	2	7/24/03	10/1/03	p-10/30	126,900
541-500831	3811A	Falling River Reach	Portsmouth	VA	23703	River Pointe	1996	GC	886	2	2		8/28/03	10/20/03	p-11/30	80,800
548-346090	7928	Casa Grande Place	Alexandria	VA	22309	Sequoyah	1978	THC	1100	2	1	1	8/28/03	10/6/03	p-11/17	135,000
541-269525	908	Sugar Tree Court	Chesapeake	VA	23320	Greenbrier	1980	D	1320	3	2		10/10/03	8/9/03	p-10/24	135,900
541-548977	3412	Raintree Road	Virginia Beach	VA	23452	Princess Anne Plaza	1962	D	1122	3	1		8/28/03	10/20/03	p-11/21	114,900
541-600431	2120	Christian Avenue	Chesapeake	VA	23324	South Norfolk	1910	D	1764	3	1	1	8/28/03	10/17/03	p-12/2	104,500
541-486496	2	Sandy Lake Drive	Hampton	VA	23666	Sanlun Lakes	1984	D	1316	3	1	1	10/10/03			119,900
541-597198	161	Erin Drive	Madison Heights	VA	24572	None	1996	D	1600	3	2	1	10/10/03			133,900
541-568421	5910	Margate Avenue	Virginia Beach	VA	23462	Lake Edward West	1976	T	1512	3	2	1	10/10/03			79,900
541-483711	3245	Yorkborough Way	Virginia Beach	VA	23453	Scarborough Square	1974	T	1534	3	2	1	10/10/03			79,900
541-592837	3212	Bangor Drive	Chesapeake	VA	23321	Dunedin	1976	D	1176	4	1	1	p-12/15			96,900
541-586322	1644	Sword Dancer Drive	Virginia Beach	VA	23454	Ocean Lakes	1986	T	1452	3	2	1	p-12/15	10/7/03	p-12/30	109,900
541-455098	23	Gawain Way N	Hampton	VA	23669	Kings Square	1986	T	1460	3	2	1	p-12/15			75,900
541-499740	5760	Rivermill Circle	Portsmouth	VA	23703	Windmill Shores	1985	T	1260	3	1	1	p-12/15			79,900

SALES PRICES ARE TENTATIVE AND SUBJECT TO CHANGE



CBLAD
issue

COMMONWEALTH of VIRGINIA

CHESAPEAKE BAY LOCAL ASSISTANCE DEPARTMENT

W. Tayloe Murphy, Jr.
Secretary of Natural Resources

August 26, 2003

101 North 14th Street, 17th Floor
Richmond, Virginia 23219
FAX: (804) 225-3447
www.cblad.state.va.us

C. Scott Crafton
Executive Director

(804) 225-3440
1-800-243-7229 Voice/TDD

Mr. James C. Chesley
Mayor, Town of Clifton
P.O. Box 309
Clifton, Virginia 20124-0309

Dear Mr. Chesley:

This summer, the Chesapeake Bay Local Assistance Department hired several new planners and shifted around liaison responsibilities. Hopefully you have received Shawn Smith's letter introducing me as the new liaison for the Town of Clifton and reminding you of the December 31, 2003 deadline for amendment of the Town's existing Bay Act ordinance.

My first task as your liaison has been to carefully review the Clifton Chesapeake Bay Preservation Ordinance for compliance with the revised Chesapeake Bay Regulations. Attached you will find recommended changes to the Clifton ordinance necessary to bring the Town into compliance with the revised Regulations. You may note some additions to those changes identified by Shawn in her letter to you dated March 21, 2002. These changes are based upon a more thorough evaluation using an internal checklist developed by the Chesapeake Bay Local Assistance Department in the past year to assist liaisons with their evaluation of local ordinances.

Once you have had an opportunity to review these notes, I would like to meet with you and other Town staff to discuss the revised Regulations, required changes to the Town's ordinance, and a schedule for meeting the December 31, 2003 deadline. I will call you within the next couple of weeks to set up a meeting.

For your information, I have also attached the tentative agenda and registration form for CBLADs Bay Act Workshop to be held on September 17, 2003. The workshop is free of charge and would be a good way for us to become acquainted. I look forward to meeting you, and if I can be of any help, please do not hesitate to call me at 1-800-243-7229.

Sincerely yours,

Heather C.A. Mackey
Principal Environmental Planner

Mr. James C. Chesley
August 26, 2003
Page 2

The following is a section-by-section assessment of recommended changes to the Town's Chesapeake Bay Preservation Area ordinance to address the revised Chesapeake Bay Preservation Area Designation and Management Regulations (Regulations). Deletions are noted as ~~strikeouts~~ and additions are noted as underlined italics.

Section 13-3 Purpose

Section 13-3.1 – CHANGE as follows: "...Management Regulations (~~VR 173-02-01~~) (9VAC10-20-10 et seq.)).

Section 13-4 Authority and Administration

Section 13-4.1 Authority – REPLACE all references to 15.1-489 with 15.2-2283 and REPLACE reference to 62.1-44.85(8) with 62.1-255.

Section 13-5 Definitions

Section 13-5.6 Highly Erodible Soils – CHANGE as follows: "...formula RKLS/T, as ~~defined by the "Food Security Act (F.S.A.) Manual" of August, 1988 in the "Field Office Technical Guide" of the U. S. Department of Agriculture Soil Conservation Service~~ where K is the soil susceptibility to water erosion in the surface layer; R is the rainfall and runoff; LS is the combined effects of slope length and steepness; and T is the soil loss tolerance."

Section 13-5.7 Highly Permeable Soils – CHANGE as follows: "...as found in the "National Soils Survey Handbook" of ~~July 1983~~ November 1996 ~~July, 1983~~ in the "Field Office Technical Guide of the U.S. Department of Agriculture Soil Natural Resources Conservation Service."

Section 13-5.9 Land Disturbing Activity – EITHER DELETE this definition OR CHANGE it to note that it does not apply to activities in the Resource Protection Area.

Section 13-5.11 Nontidal Wetlands – CHANGE as follows: "...in 33 C.F.R. 328.3b dated ~~November 13, 1986~~."

Section 13-5.12 Plan of Development – CHANGE as follows: "of the Act and ~~these regulations~~ this Ordinance, prior..."

Section 13-5.17 Tributary Stream – DELETE this definition, as it is no longer a feature or term within the Regulations.

In addition, it is suggested that the following definitions of RPA and RMA be included in the definition section of the ordinance for clarification purposes:

"Resource Management Area" means that component of the Chesapeake Bay Preservation Area that is not classified as the Resource Protection Area. RMAs include land types that, if improperly used or developed, have the potential for causing significant water quality degradation or for diminishing the functional value of the Resource Protection Area.

"Resource Protection Area" means that component of the Chesapeake Bay Preservation Area comprised of lands adjacent to water bodies with perennial flow that have an intrinsic water quality value due to the ecological and biological processes they perform or are

sensitive to impacts which may result in significant degradation to the quality of state waters.

Section 13-8 Areas of Applicability

Section 13-8.1 RPAs – CHANGE as follows: “...adjacent to ~~or near the shoreline~~ water bodies with perennial flow that have either an intrinsic...”

Section 13-8.1(1) - CHANGE as follows: “...a tidal wetland or ~~tributary stream~~ water body with perennial flow; and...”

Section 13-8.1(2)– CHANGE as follows: “...both sides of any ~~tributary stream~~ water body with perennial flow.

Section 13-9 Incorporation of CBPA boundaries into Zoning Ordinance

Section 13-9.1 Incorporating RPAs and RMAs by Reference – CHANGE as follows:

“...Boundaries of RPAs shall be delineated by the applicant during the plan of development process as outlined in Section 13-15 of this Ordinance or through the review of a water quality impact assessment as required under Section 13-15.3 by a ~~qualified professional~~ and in accordance...”

Section 13-9.2 RPA Boundaries Based on Rebuttable Presumption – CHANGE as follows: “The boundaries of RPAs and RMAs are drawn based on ~~the rebuttable presumption that the lands within those boundaries meet the designation criteria and that lands without do not~~ available mapping resources. The Town Council ~~may exercise judgment in determining~~ shall determine site specific boundaries based on more reliable field data developed and examined during the plan of development process or through the review of a water quality impact assessment.”

Section 13-9.2(1) – CHANGE as follows: “...in all subdivision plats and plans (including water quality impact assessments), development or construction plats and plans and/or...disapproved by the Town Council. ~~The Town Council may make minor modifications to RPA boundaries on plans of development where such boundaries are irregular, as long as there is no net decrease of land in the RPA.~~”

Section 13-10 Allowed Development in RPAs

CHANGE as follows: “...Development may be allowed in the RPA only when permitted by the Town Council and if it is water-dependent...shall be required for any proposed land disturbing activity, redevelopment or development in accordance...”

Section 13-12 General Performance Requirements for Development and Redevelopment in CBPAs

Section 13-12.1(3) - CHANGE as follows: “...maximum extent ~~possible~~ practicable consistent with the use ~~and~~ or development proposed.”

Section 13-12.1(4) - CHANGE as follows: “...consistent with the proposed use, development or redevelopment ~~proposed~~.”

Section 13-12.1(5)(a) – CHANGE as follows: “For any development or redevelopment...management practices (BMPs) ~~that achieve the following:~~ consistent with the water quality protection provisions of the Virginia Stormwater Management Regulations (4VAC3-20-10 et. seq.)”

Section 13-12.1(5)(a)(1) – CHANGE as follows: “...ten (10) percent. ~~For redevelopment sites that are completely impervious, restoring a minimum of twenty (20) percent of vegetated open space shall comply with this requirement.~~”

Section 13-12.1(5)(b) – DELETE this subsection.

Section 13-12.1(6) – This section may be able to be removed depending on whether agricultural land uses or zoning districts remain within the Town. If there is still agricultural ~~land in use~~ within the Town, then there are some changes to this requirement, specifically the need for an assessment rather than a full soil and water conservation plan. Section 9 VAC10-20-120.9 of the revised Regulations includes the new requirement and should be consulted should this subsection remain.

Section 13-12.1(7) – CHANGE as follows: “...2500 square feet of land disturbance (including construction of all single family houses, septic tanks and drainfields) must comply...”

Section 13-12.1(8) – The revised Regulations added options for the required pump-out and reserve drainfield that the Town may wish to incorporate into the Ordinance, especially if there are individual septic systems that are not included in the Town pump and haul system. Please see Section 9 VAC10-20-120.7 of the revised Regulations for the specific options.

Section 13-13 Additional Performance Requirements for RPAs

Section 13-13.2(4) – CHANGE as follows: “...the activity ~~does not violate~~ is consistent with the requirements of the...”

Section 13-13.2(5) – CHANGE as follows: “Redevelopment in the RPA shall be permitted only if there is no increase in the amount of impervious cover, no further encroachment within the RPA and it conforms to the stormwater management requirements and erosion and sediment control requirements of this ordinance.

Section 13-13.3(1) – CHANGE as follows: “...aquatic life, a 100-foot wide buffer area of vegetation that is effective in retarding runoff...”

Section 13-13.3(1)(a) – CHANGE as follows: “...along both sides of a tributary stream water body with perennial flow shall be deemed...reduction of nutrients. ~~Except as noted in this subsection, a combination of a buffer area not less than 50 feet in width and appropriate best management practices located landward of the buffer area which collectively achieve water quality protection, pollutant removal, and water resource conservation at least the equivalent of the full 100-foot buffer area may be employed in lieu of the 100-foot buffer. However, for lands zoned and used for agricultural activities, no modification or reduction~~

Mr. James C. Chesley

August 26, 2003

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of the 100-foot buffer area shall be allowed.”

ADD new subsection as follows:

Section 13-13.3(1)(b) Where land uses such as agriculture or silviculture within the area of the buffer cease and the lands are proposed to be converted to other uses, the full 100-foot wide buffer shall be reestablished. In reestablishing the buffer, management measures shall be undertaken to provide woody vegetation that assures the buffer functions set forth in this Ordinance.

Section 13-13.3(2) – CHANGE as follows: “...vegetation may be removed from a buffer area only, as permitted by the designated authority, to provide for...”

Section 13-13.3(2)(a) – CHANGE as follows: “...retarding runoff, preventing erosion, and filtering nonpoint source pollution from runoff.”

Section 13-13.3(2)(c) - CHANGE as follows: “...dying trees or shrubbery and noxious weeds (such as Johnson grass, kudzu, and multiflora rose) may be removed at the discretion of the landowner, and silvicultural thinning may be conducted based upon the recommendation of a professional forester, arborist, or County extension agent and thinning of trees may be allowed pursuant to sound horticultural practice as recommended by the Town.”

Section 13-13.3(a) - CHANGE as follows: “...October 1, 1989, modifications encroachments into the width of the buffer area may be allowed through an administrative process, in accordance...”

Section 13-13.3(a)(1) - CHANGE as follows: “~~the modification to~~ encroachments into the buffer area shall be...”

Section 13-13.3(a)(2) - CHANGE as follows: “if possible practicable, an a vegetated area that will maximize water quality protection, mitigate the effects of the buffer encroachment, and is equal to the area encroaching of encroachment into the buffer area shall be established elsewhere on the lot or parcel in a way to maximize water quality protection; and

Section 13-13.3(a)(3) - DELETE the existing language and replace with: “The encroachment may not extend into the seaward 50 feet of the buffer area.”

Section 13-14 Administrative Waivers and Exemptions

Section 13-14.1(1) – CHANGE as follows: “...remodeling and alterations ~~or additions~~ to such nonconforming...”

ADD the following subsection:

Section 13-14.1(4) An application for the expansion of a nonconforming principal structure may be approved by the designated authority through an administrative review process provided that the following findings are made:

- (a) The request for the waiver is the minimum necessary to afford relief;
- (b) Granting the waiver will not confer upon the applicant any specific privileges that are denied by this Ordinance to other property owners in similar situations;
- (c) The waiver is in harmony with the purpose and intent of this Article and does not result in water quality degradation;
- (d) The waiver is not based on conditions or circumstances that are self-created or self-imposed;
- (e) Reasonable and appropriate conditions are imposed, as warranted, that will prevent the waiver from causing a degradation of water quality;
- (f) Other findings, as appropriate and required by Town of Clifton are met; and
- (g) In no case shall this provision apply to accessory structures.

Section 13-14.2(1) - CHANGE as follows: "...maintenance of electric, natural gas, fiber-optic and telephone transmission lines..."

Section 13-14.2(2) - CHANGE as follows: "...sewer, and local natural gas, lines underground telecommunications and cable television lines owned, permitted or both by the Town of Clifton, shall be exempt..."

Section 13-14.2(2)(b) - CHANGE as follows: "...to provide for the desired proposed utility..."

Section 13-14.4 Exceptions - CHANGE as follows: "...Exceptions of the requirements of Sections 13-10 and 13-13 of this Ordinance these regulations may be granted, provided that: (i) ~~exceptions to the criteria shall be the minimum necessary to afford relief, and~~ (ii) reasonable and appropriate conditions upon any exception granted shall be imposed as necessary so that the purpose and intent of the Act are preserved. To that end."

Section 13-14.4(1) - CHANGE as follows: "...requirements of Sections 13-10 and 13-13 of this Ordinance..."

Section 13-14.4(2) - CHANGE as follows: "...request for an exception and the water quality impact assessment and may grant..."

Section 13-14.4(2)(d) - CHANGE as follows: "...not injurious to the neighborhood or otherwise detrimental to the public welfare, and is not of substantial detriment to water quality; and"

ADD a new subsection:

Section 13-14.4(5) The Town of Clifton shall notify the affected public of any such exception requests and shall consider these requests in a public hearing in accordance with §15.2-2204 of the Code of Virginia, except that only one hearing shall be required.

ADD another new subsection:

Section 13-14.4(6) A request for an exception to the requirements of provisions of this Ordinance other than Sections 13-10 and 13-13 Additional Performance Requirements for

RPAs, shall be made in writing to the Planning Commission. The Planning Commission may grant these exceptions provided that:

- (a) Exceptions to the requirements are the minimum necessary to afford relief; and
- (b) Reasonable and appropriate conditions are placed upon any exception that is granted, as necessary, so that the purposed and intent of this Ordinance is preserved.

Section 13-15 Plan of Development Criteria, Requirements and Evaluation Procedures
Section 13-15.1(4)(a)9 – CHANGE as follows: “...100 foot buffer and any water body with perennial flow.”

Section 13-15.2 Stormwater Management – CHANGE as follows: “...stormwater management is ~~necessary as determined by the Planning Commission~~ required for water quality protection.”

Section 13-15.2(1) – CHANGE as follows: “...calculations (~~The Northern Virginia BMP Handbook~~) (Virginia Stormwater Management Handbook).”

✓ **Section 13-15.3(2)(d) and (e) – DELETE these subsections as they do not apply to Clifton.**

Section 13-15.3(4)(a) and (b) – DELETE these subsections as they do not apply to Clifton.

ADD a new subsection:

Section 13-15.2(6) All engineering calculations must be performed in accordance with the procedures outlined in the current edition of the Virginia Stormwater Management Handbook.

RENUMBER Section 13-15.2(~~6~~) (7).

Section 13-15.3 Water Quality Assessment Information

CHANGE as follows: “...Management for any proposed land development, development or redevelopment...Planning Commission, because of the unique characteristics of the site or intensity of the proposed use or development.”

ADD a new subsection:

Section 13-15.3(6) – Additional information shall be required as deemed necessary by the Planning Commission to demonstrate compliance with the criteria of this Ordinance.

Section 13-15.4(1) – CHANGE as follows: “...determine if any ~~proposed modification or reduction to~~ proposed encroachment into the buffer area is consistent...”

9-23 HISTORIC OVERLAY DISTRICT

9-23A COMMUNITY OPEN SPACE AND RECREATION (COSR) DISTRICT

ARTICLE 4 ENFORCEMENT

9-24 ENFORCEMENT

9-25 VIOLATIONS AND PENALTIES

ARTICLE 5 ZONING AMENDMENTS

9-26 ZONING AMENDMENTS

ARTICLE 6 ZONING APPEALS

9-27 BOARD OF ZONING APPEALS

ARTICLE 7 FLOOD PLAIN CONTROLS AND ESTABLISHMENT OF THE FLOOD PLAIN DISTRICT

9-28 GENERAL PROVISIONS

9-29 USES

9-30 DEFINITIONS

9-31 VARIANCES: FACTORS TO BE CONSIDERED

the razing or demolition of the historic landmark, building, or structure. The time schedule for offers to sell shall be as follows:

- A. Three (3) months when the offering price is less than twenty-five thousand dollars (\$25,000.00);
- B. Four (4) months when the offering price is twenty-five thousand dollars (\$25,000.00) or more, but less than forty thousand dollars (\$40,000.00);
- C. Five (5) months when the offering price is forty thousand dollars (\$40,000.00) or more, but less than fifty-five thousand dollars (\$55,000.00);
- D. Six (6) months when the offering price is fifty-five thousand dollars (\$55,000.00) or more, but less than seventy-five thousand dollars (\$75,000.00);
- E. Seven (7) months when the offering price is seventy-five thousand dollars (\$75,000.00) or more, but less than ninety thousand dollars (\$90,000.00);
- F. Twelve (12) months when the offering price is ninety thousand dollars (\$90,000.00) or more.

Sec. 9-23A. COMMUNITY OPEN SPACE AND RECREATION (COSR) DISTRICT

- a. Permitted Land Uses shall be any of the following: Parks, parkland, playgrounds, athletic fields, stream valley parks, community structures, pavilions, and recreational, educational, and cultural facilities. All permitted land uses shall be for non-commercial and not-for-profit organizations.
- b. Permitted Special Event Uses are the types of events that are permitted in the COSR District. They are events and activities that are consistent with the community-oriented nature of the district. Examples of such are: holiday picnics and celebrations, educational uses, fine & performing arts events, school fair, fundraisers for non-profit organizations (such as marathons, breakfasts, and homes tours), athletic events, farmers' markets, antique auto shows, and over-flow parking from a community event not held in the COSR District (such as for a PTA function or for Clifton Day).
 - 1. A Special Event Use Permit shall be approved by the Town Council prior to the event being held.
 - 2. Recurring Special Events (such as a weekly farmers' market) can be included on one Special Event Use Permit application.
- c. Events not requiring Special Event Use Permits. Use permits are not required for Permitted Special Events with 20 or fewer participants.
- d. Prohibited uses are uses which are not Permitted Uses or Permitted Event Uses pursuant to this section.
- e. Parking. A sufficient number of off-street vehicular parking spaces shall be required to accommodate the vehicles of all employees or volunteer workers who will drive to the event, plus the vehicles of all persons who may be expected to visit the event at any one time. Public property may be excluded from this requirement. The spaces shall be specified by the Use Permit issued by the Town Council.

I, the undersigned, with the power invested in me by Her Majesty Queen Elizabeth II, do certify and declare that the number of trick and treating children, visiting the esteemed home of Waique and Donna Nickum, was Seven Hundred and Fifty-Five (755), between the hours of 6.00 PM and 9.00 PM on the evening of Friday 31st October 2003.

This confirms that the town of Clifton, Virginia in the United States of America is truly the Halloween Capital of the World.

SIGNED Roy Farridge FCA

(Friend of Clifton Adults)
(and children)

*Clerk
copy*

CLIFTON ARCHITECTURAL REVIEW BOARD

TOWN OF CLIFTON, VIRGINIA

APPLICATION FOR CERTIFICATE OF APPROPRIATENESS

DATE OF APPLICATION: 5/13/13

NAME OF APPLICANT OR AGENT: MICHELLE + JEFF STEIN

ADDRESS: 7227 DELL AVE

TELEPHONE: (day) 912 6300 (evening) 830 4908

LOCATION OF PROPERTY INCLUDING STREET ADDRESS AND TAX MAP NUMBER: 7227 DELL AVE #085 2 02 0006A

GENERAL DESCRIPTION OF PROPOSAL: CHANGES TO APPROVED CERTIFICATE
① ROUND COLUMNS
② TENDURA PLANKING FOR PORCHES *not approved*
③ DOOR INSTEAD OF WINDOW

ATTACHMENTS:

- APPLICATION FEE*
- SEVEN (7) COPIES OF APPLICATION WITH PLATS, ARCHITECTURAL DRAWINGS, FLOOR PLANS, ETC.

I UNDERSTAND THAT ALL SUBMISSION REQUIREMENTS MUST BE MET BEFORE THE ARB

WILL REVIEW AN APPLICATION

Michelle Stein *Jeff Stein* *SWW* *RJS*

SIGNATURE OF APPLICANT OR AGENT DATE

CERTIFICATE ISSUED YES NO *PRJ (no)* *ARB (no)*

(When marked "YES" and signed, this document becomes the "Certificate of Appropriateness")

BY: *J. Williams*

CHAIRMAN, ARB DATE 9-04-03
Acting

ARB MEMBERS' INITIALS: _____

CONDITIONS: _____

IF CERTIFICATE IS NOT TO BE ISSUED, THE ARB SHALL STATE THE BOARD'S REASON

BELOW: _____

*Application fee: \$10.00 payable to the Town of Clifton except new home or commercial construction shall be \$250.00 and any6 actual costs of review fees incurred, including consultant's fees and other costs set forth in Virginia State Code Section 15.2-2286.A.6.

Signed Certificate of Appropriateness does not constitute a Building Permit or authorization to proceed with any construction.

ARB APPLICATION FOR STEIN AT 7227 DELL AVE

1. We would like to have round columns on our addition.

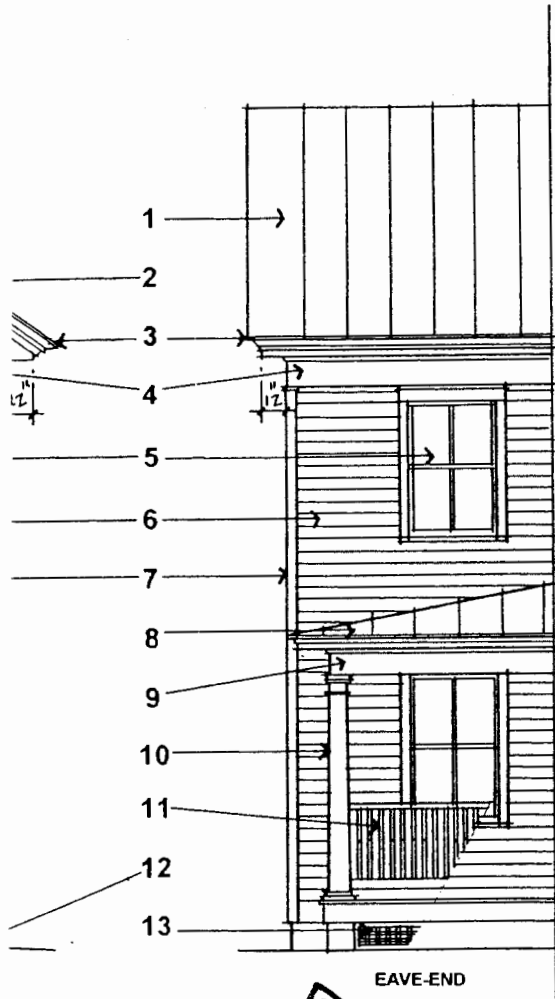
When remodeling the original structure in 2001, the ARB approved two round columns on the original porch and they are in place. We would like to match these columns on the new addition.

2. We would like to use Tendura planking for the two porches that are part of our addition.

We have attached documentation regarding this new product and have provided Chairman Jarrendt with a sample. Color photographs can be seen at www.tendura.com.

3. We would like to put a door where a window was planned.

On the rear of our addition, we had originally planned for two windows. We would like to replace one of the windows with a door. The door would be the one in the attached drawing.



- 1 Standing-seam metal roofing, painted.
- 2 1-1/4" thick rake board usually 10" - 12" wide.
- 3 Fascia with or without crown molding.
- 4 1-1/4" thick frieze board usually 10" - 12" wide. Returns around corner with or without cap molding.
- 5 Double-hung wood window with true divided lites and exterior storm window or storm panel.
- 6 Wood clapboard siding with 4" - 5" exposure, painted.
- 7 Wood corner boards, 3-1/2" wide each face.
- 8 Porch roofing. Standing-seam metal, painted.
- 9 Porch beam with molding at soffit.
- 10 Porch column. Round or square.
- 11 Porch rail. Wood top & bottom rail with balusters at 4" on center maximum.
- 12 Stone foundation. Smooth-surface painted concrete on some houses.
- 13 Lattice. Vertical/Horizontal type.



TECTURAL ELEMENTS

↑
ROUND
COLUMNS

↑ ROUND
COLUMNS

TECTURAL & PLANNING GUID
CLIFTON, VIRGINIA



7227 DELL AVE
FRONT ELEVATION
1/4" = 10'

WOULD LIKE
THESE 4 COLUMNS
TO BE ROUND

Dear Valued Customer:

Thank you for requesting information on **TenduraPlank**.

Tendura composite wood porch flooring is a unique new product that offers benefits no other porch flooring can offer.

TenduraPlank provides the traditional beauty of a wood front porch without the expansion, contraction, warping, splitting, cracking, or splintering of tongue-and-groove lumber. Historically and dimensionally authentic, **TenduraPlank** doesn't rot, deteriorate, grow fungus, or feed termites. And, it's primed and ready for finish painting.

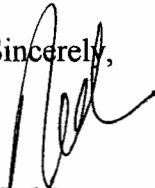
T E N D U R A 

The proprietary design of the **TenduraPlank** tongue-and-groove joint is engineered to provide a secure but visible seam, emulating the traditional tongue-and-groove lumber it replaces.

By combining the warmth of wood with the durability of synthetic material-**TenduraPlank** is made to last a lifetime.

For more information, see our website www.tendura.com.
Or call us at **1-800-TENDURA**.

Sincerely,



Ned Lawrence
TENDURA

T E N D U R A P L A N K®

1-800-TENDURA (836-3872) www.tendura.com

TENDURA VS. WOOD



TenduraPlank is the only choice when it comes to porch flooring.

TenduraPlank Characteristics & Attributes	Tendura Plank	Wood
Made from recycled materials	✓	
Vermin and fungus resistant	✓	
Less expansion and contraction than lumber or plastic	✓	
Is dimensionally consistent	✓	
No splinters, checking, cracking or cupping	✓	
Requires no special fastening clips	✓	✓
Is installed using a standard flooring nailer	✓	✓
Comes pre-primed as a standard	✓	
Excellent paint adhesion	✓	✓
Can be finish coated immediately	✓	
Naturally UV resistant	✓	

FREQUENTLY ASKED QUESTIONS

Q: How much does TenduraPlank cost?

A: TenduraPlank is competitively priced with other composite porch flooring products.

Q: Is TenduraPlank architecturally and historically authentic?

A: Yes. It is made to exacting dimensions to ensure historic beauty is achieved.

Q: Is TenduraPlank dimensionally consistent?

A: Yes. It is put through a strict quality-control regimen to ensure a dimensionally consistent product.

Q: What widths and lengths are available?

A: TenduraPlank comes in 3-1/8" or 5-1/4" widths. Lengths are 8', 10', 12', 14' and 16' lengths.

Q: Does TenduraPlank require any special tools for installation?

A: No. TenduraPlank is installed using the same methods and tools as standard porch flooring.

Q: How is TenduraPlank installed?

A: TenduraPlank can be installed using the standard flooring nailer with 2" stainless steel flooring nails or 2" galvanized flooring staples.

Q: Does TenduraPlank expand or contract?

A: Yes. TenduraPlank is engineered to expand and contract less than standard porch flooring. Through our formulation we are able to reduce expansion and contraction significantly so your floor will not buckle (due to swelling) or show unsightly gaps (due to shrinking).

Q: How far will TenduraPlank span?

A: TenduraPlank should be installed 16" or less on center.

Q: Is TenduraPlank slippery?

A: No. TenduraPlank has a pre-finished, textured surface which is slip resistant even when wet.

Q: Is TenduraPlank paintable?

A: Yes. TenduraPlank is ready to be top-coated with any high-quality exterior paint or exterior deck stain.

DO YOU HAVE A QUESTION WE HAVE NOT ANSWERED?

E-mail info@tendura.com or call Tendura at 800-TENDURA (836-3872).

TENDURAPLANK®

1-800-TENDURA (836-3872) www.tendura.com

HISTORIC AUTHENTICITY

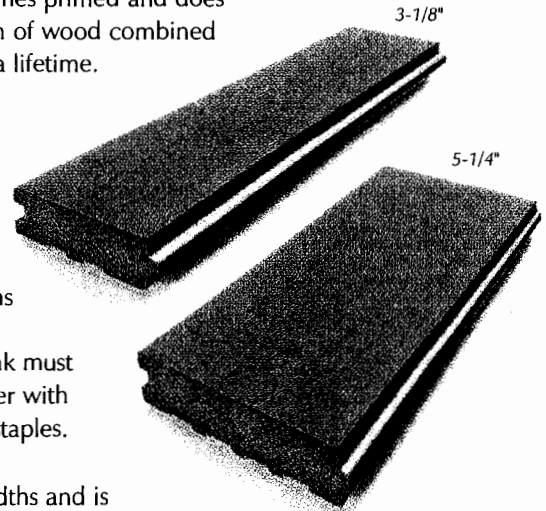
TenduraPlank provides the historic beauty of a traditional wood front porch without the rot and deterioration of tongue-and-groove lumber. TenduraPlank is fungus and termite-resistant and is made to expand and contract less than lumber. Tendura's proprietary tongue-and-groove joint is engineered to provide a secure but visible seam, emulating the traditional tongue-and-groove lumber it replaces. TenduraPlank comes primed and does not need to be sealed like traditional wood. The warmth of wood combined with the durability of plastic — Tendura is made to last a lifetime.

STORAGE & HANDLING

TenduraPlank can be handled just like traditional porch flooring. Like wood, it should be allowed to acclimate to the environment in which it is being installed for a minimum of 24 hours prior to installation.

INSTALLATION, CUTTING, ROUTING AND FASTENING

TenduraPlank is to be used in covered porch applications only and not exposed deck applications. Cut and route TenduraPlank with carbide-tipped products. TenduraPlank must be installed 16" on center using a standard flooring nailer with 2" stainless steel flooring nails or 2" galvanized flooring staples.



DIMENSIONS

TenduraPlank is available in 7/8" x 3-1/8" and 5-1/4" widths and is available in 8', 10', 12', 14' and 16' lengths. Tendura offers two nosing piece designs to finish off the edge of the porch; 1" half-round and 7/8" x 1-7/8" ogee. Each design is available in 10-foot lengths.

PAINT

TenduraPlank comes factory-primed and is ready to receive any high quality exterior porch floor paint or deck stain. Tendura requires a finish coat with an exterior latex, alkyd or exterior deck stain. See our website for recommended Olympic and Pittsburgh paint products.



WARRANTY

TenduraPlank comes with a lifetime warranty to the purchaser against rot and deterioration for as long as they own their home. TenduraPlank must be installed in accordance with Tendura's installation instructions. See our website for the complete written warranty and installation instructions — www.tendura.com or call us at 800-TENDURA (836-3872).



SPECIFICATIONS

	Test Standard
Modulus of Elasticity (psi)	ASTM D1037
Coeff. of Thermal Expansion	ASTM D696
Water Absorption (% 24 hrs)	ASTM D1037
Slip Resistance	ASTM F-1679-96
Flame-Spread Index	ASTM E84
Nail Withdrawal (lb)	ASTM D1037
Modulus of Rupture (psi)	ASTM D1037

TenduraPlank meets or exceeds all testing standards. Detailed test results can be viewed at www.tendura.com. TenduraPlank must be installed in accordance with Tendura's installation instructions.

TENDURA 

TENDURAPLANK®

INSTALLATION INSTRUCTIONS

APPLICATION:

TenduraPlank is for use on covered porch applications only. Tendura should not be installed in exposed deck applications.

STORAGE & HANDLING:

Tendura recommends storing the product in a similar environment in which it will be installed. A 24-hour minimum acclimation period must be followed prior to installation to allow the product to adapt to any temperature change. TenduraPlank should be covered with a tarp to keep the primed surface from collecting dirt. TenduraPlank can be handled the same as wood flooring.

CUTTING, RIPPING & ROUTING:

TenduraPlank can be cut, ripped and routed using the same tools and techniques as standard wood porch flooring. Tendura recommends using carbide-tipped blades.

INSTALLATION & FASTENING:

TenduraPlank must be installed 16" on center and perpendicular to the house. Porch framing must slope 1/4" per foot to allow for adequate water runoff. The porch should be well ventilated to prevent excessive heat buildup underneath the porch.

TenduraPlank should be installed using a flooring nailer with **2" stainless steel flooring nails or 2" galvanized flooring staples**. If using a pneumatic nailer, test the nailer on a scrap piece of product to ensure the fastener sits properly and is set to the right depth. Tendura recommends face screwing the exterior two boards of the porch with galvanized deck screws and filling with a wood filler. A 1/4" gap should be left at the wall of the house to allow for expansion or contraction. Tendura nosing pieces can be installed using finish nails and PL-400 construction adhesive. Cut half-round nosing pieces to make shoe molding.

CONCRETE INSTALLATION:

TenduraPlank can be installed over a concrete slab. Install 2" x 4" treated lumber sleepers 16" on center parallel to the house. Allow sleepers to overhang the edge of the slope a minimum of 2" to allow for adequate ventilation.

PRIMING & PAINTING:

TenduraPlank comes with a primed surface. It is not necessary to seal or prime the bottom or tongue and groove of the boards. Tendura recommends finish coating the product when the surface temperature is between 50°F and 80°F. Make sure the surface is clean and dry. Thicker paints may require thinning. Test paint before applying to the whole porch surface.

Tendura requires top coating TenduraPlank. We recommend any of the following paints, although any quality superior exterior porch paint will work:

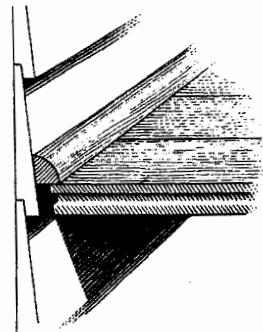
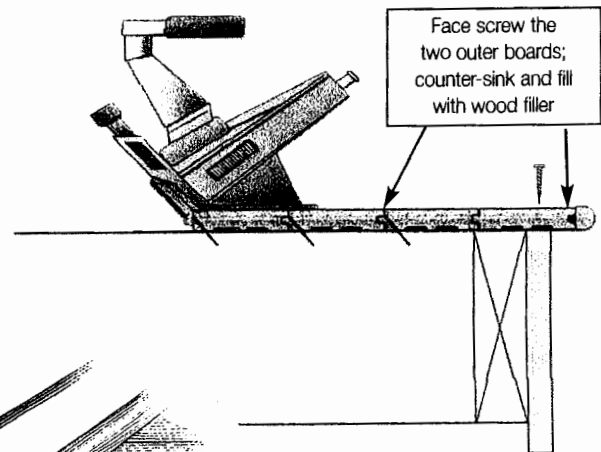
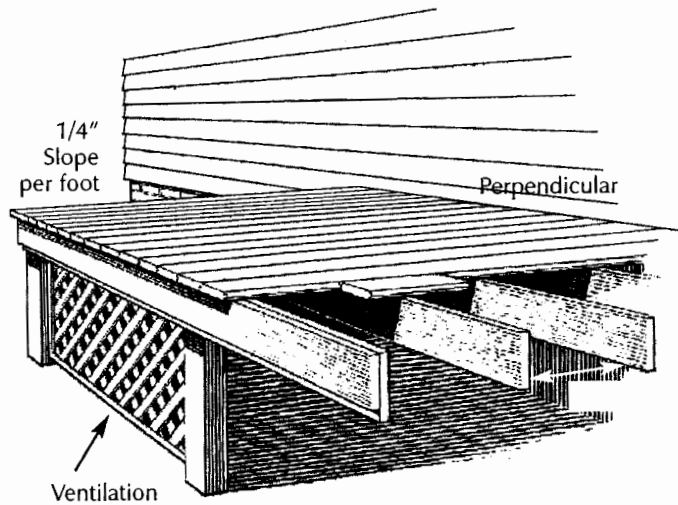
Olympic

(53097) Solid Color Deck Stain
(73302) Premium Latex Floor & Porch
(73402) Premium Alkyd Floor & Porch
(17-21) Seal-Grip

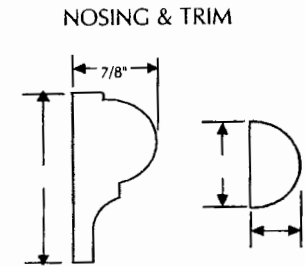
Pittsburgh

(77-435) Solid Color Deck Stain
(3-510) Floor, Porch, & Deck Stain
(3-110) Int/Ext Floor & Deck Gloss Oil

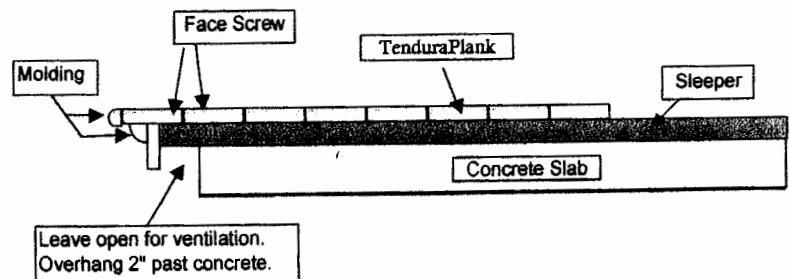
NOTE: All standard PPG warranties apply. For more information call PPG technical services at (800) 441-9695.

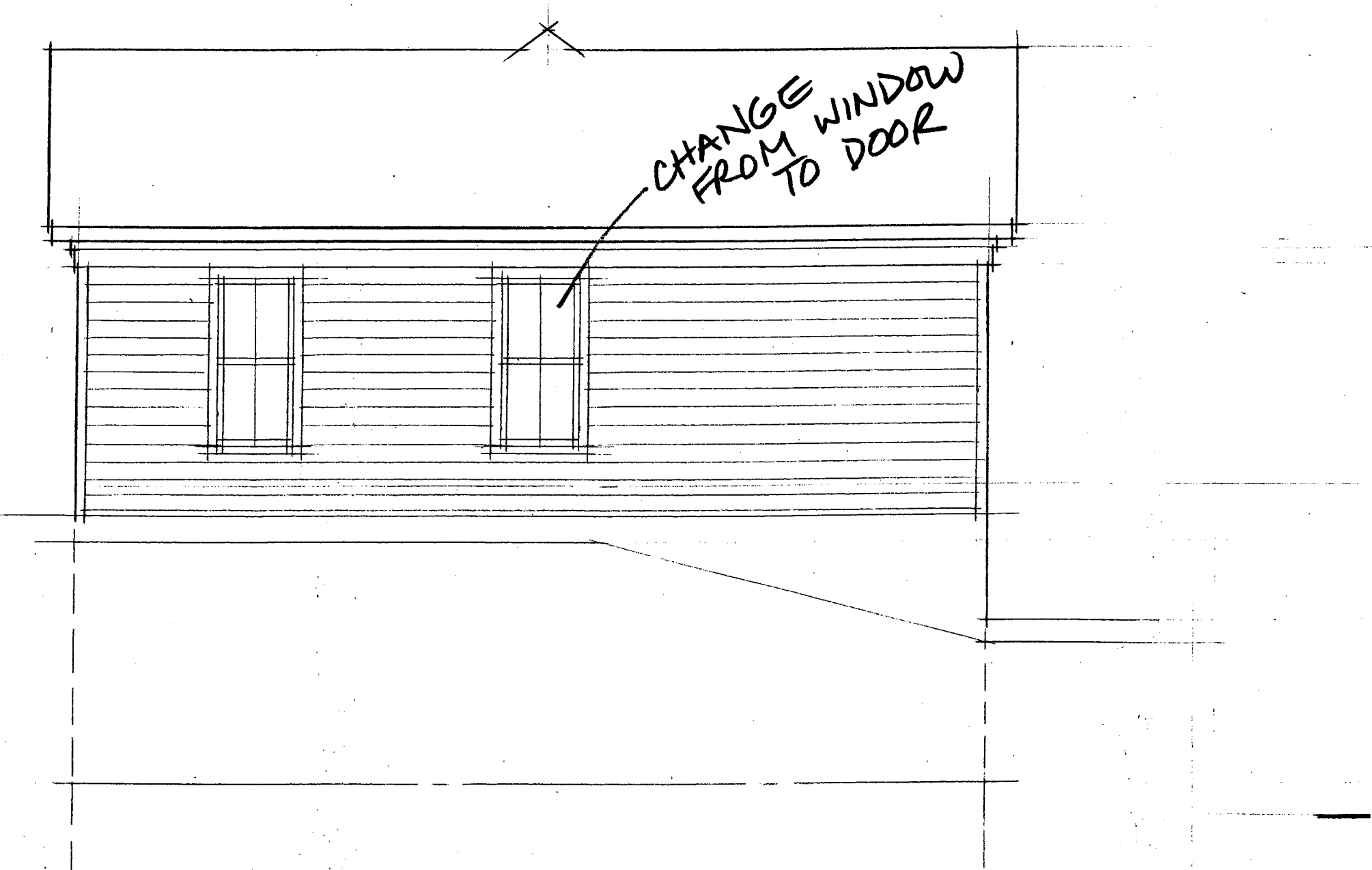


SHOE MOULDING



NOSING & TRIM



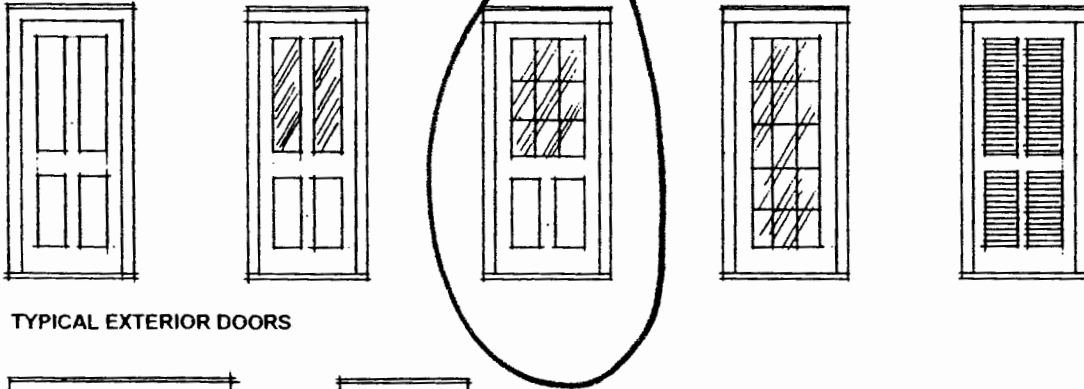


REAR ELEVATION

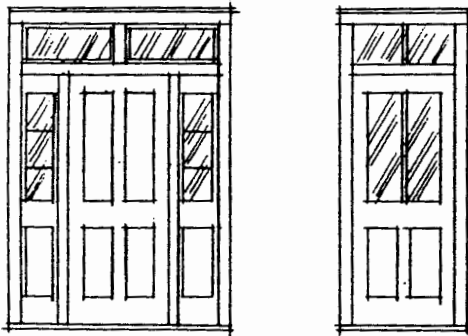
1/4" = 1'

7227. DELL AVE

THIS
DOOR



TYPICAL EXTERIOR DOORS



DOORS WITH SIDELIGHTS AND TRANSOMS

DOORS

There are many styles of exterior doors in Clifton. The predominant type is the 4-panel wood entry door. Some doors have glass panels or are louvered. Buildings with adequate interior ceiling height sometimes have a transom over the door.

GUIDELINES

- Doors to be located in additions shall be compatible with existing doors and shall be wood.
- Doors shall not be of an earlier (colonial) or later (contemporary) period.
- Storm doors shall be the full-light type in order to display the entry door.
- In new construction use a wood door style most compatible with the house style and consistent with those found in existing "contributing" buildings.

The Lexington Group, L.L.C.

Architects Builders Developers
Winner NVBIA Finest for Family Living Awards 2000, 2001 and 2002

James Chesley
7207 Main Street
Clifton, Virginia 20124

15 October, 2003

Dear Mr. Chesley,

Jeff and Michelle Stein have filed an appeal of the Architectural Review Board's decision on the use of "Tendura" as an appropriate porch floor material.

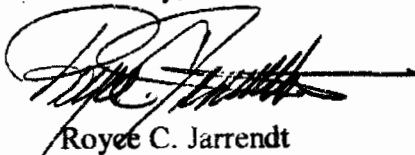
As you know, the ARB voted against the use of that material by a 3 - 2 vote. There was one member absent and I abstained from voting because I acted as the Stein's architect on this project. The only discussion against the use of this product was centered on the fact that it is not real wood.

As the only architect on the board I expressed my opinion that this product is architecturally appropriate because once it is installed and painted it looks and feels like any other painted wood porch floor. That, I believe, meets the criteria necessary for approval. That the discussion centered on "real wood" versus a composite material seems to reflect personal opinion and not the true responsibility of the ARB.

If a composite material does not meet the criteria to be considered architecturally appropriate simply because it is not "original material" then all of the masonite and cement fiber siding products currently used on houses in Clifton would be inappropriate. There would be no pre-finished metal roofs or gutters. New windows would have old glass, paint would be lead-based, and there would be no pressure-treated lumber.

Wood manufacturers and the building industry have put an emphasis on building "green" and conserving natural resources. Tendura is a composite material manufactured using wood waste. Tendura does not rot and, did I mention, when painted there is no distinguishable difference from real wood.

Sincerely,



Royce C. Jarrendt

From: Jeff Stein [jrg@erols.com]
Sent: Monday, October 20, 2003 2:47 PM
To: ChesleyJC@nswccd.navy.mil; harringtonwahoo@yahoo.com; marnold@mccandlaw.com; CLIFNICK@worldnet.att.net; WHOLLAWA@skadden.com; MARKY@erols.com; PAMWALLACE@msn.com
Cc: mstein@tranzon.com
Subject: Tendura planking

Clifton Town Council,

Please find attached below the response I received from The State of Virginia Department of Historic Resources. The State's Historic Architect, Bill Crosby, responded with the following regarding Tendura Planking.

Mr. Crosby wrote: "Is this the artificial wood decking with tongue and groove joinery? Each board is factory primed? If so, I can't imagine a better product for exterior wood porch floor replacement. It looks the same as the traditional decking but will not deteriorate. Although wood decking remains available, I believe this to be an appropriate substitute material."

Sincerely,
Jeff & Michelle Stein

Jeff Stein Jefferson Realty Group, Inc
703-912-6300 office jrg@erols.com
703-912-6341 fax
Commercial and Investment Property Specialist

-----Original Message-----

From: Joanie Evans [mailto:JEvans@dhr.state.va.us]
Sent: Monday, October 20, 2003 10:51 AM
To: 'jrg@erols.com'
Subject: FW: Tiindora? planking

Dear Mr. Stine: Here is the response I received from our historic architect:

> -----Original Message-----

> From: Bill Crosby
> Sent: Monday, October 20, 2003 11:24 AM
> To: Joanie Evans
> Subject: RE: Tiindora? planking

>
> Is this the artificial wood decking with tongue and groove joinery?
> Each board is factory primed? If so, I can't imagine a better product
> for exterior wood porch floor replacement. It looks the same as the
> traditional decking but will not deteriorate. Although wood decking
> remains available, I believe this to be an appropriate substitute
> material.

> -----Original Message-----

> From: Joanie Evans
> Sent: Monday, October 20, 2003 11:20 AM
> To: David Edwards; Marc Wagner; Bill Crosby; Calder Loth; Ginni
> McConnell; Susan Smead; Angie Edwards
> Subject: Tiindora? planking

>
> I received a message from a gentleman asking about Tindora(?) planking
> who is asking about using it on an historic property and would like
> DHRs opinion. Does anyone have any experience with this type of
> material? Thanks.

>
> Joanna Evans, Administrative and Program Specialist
> Virginia Department of Historic Resources, Winchester Regional Office
> 107 N. Kent Street, Suite 203, Winchester, VA 22601
> Email: jevans@dhr.state.va.us; Phone: (540) 722-3427; Fax: (540)
> 722-7535

Town of Clifton
Cash Balance Report
As of November 4, 2003

11/04/03

	<u>Nov 4, 03</u>
ASSETS	
Current Assets	
Checking/Savings	
Checking	3,005.15
Investments	
Playground Reserve Fund	1,025.00
Clifton Heights Escrow	5,455.60
Investments - Other	271,776.19
Total Investments	<u>278,256.79</u>
Total Checking/Savings	<u>281,261.94</u>
Total Current Assets	<u>281,261.94</u>
TOTAL ASSETS	<u><u>281,261.94</u></u>
LIABILITIES & EQUITY	0.00

CLIFTON TOWN COUNCIL MEETING AGENDA

TUESDAY, December 2, 2003, 7:00 P.M.
CLIFTON TOWN MEETING HALL
12641 CHAPEL ROAD
CLIFTON, VA 20124

PUBLIC HEARING: #1

1. Changes in Chesapeake Bay Ordinance

Public Hearing: #2
1. HUD properties acquisition & sales
J. Eubank

TOWN COUNCIL MEETING:
Order of business

1. Reading of minutes of last regular meeting and any subsequent special meetings
2. Report of the Treasurer
3. Reading of communications
4. Citizens' remarks
 - A. Suggestions or complaints of citizens and taxpayers, and other persons authorized by the Mayor to address the Council
 - B. Each person wishing to address the Council shall, when recognized by the Mayor:
 - i. Give his or her name and address
 - ii. Direct his or her remarks to the Council and not to other citizens present
 - iii. Be limited to one period of not over five (5) minutes, unless granted additional time by unanimous consent of the Council
 - C. Priority shall be given to persons who have signified to the Clerk their desire to address the Council.
 - D. The Mayor shall enforce this Subsection.
5. Unfinished business → HUD properties update
6. Reports of special committees
7. Reports of standing committees, in the order as may be determined by the Mayor
 - Architectural Review Board (ARB)
 - Planning Commission
 - Board of Zoning Appeals (BZA) > no report
 - Children's playground equipment placement
8. New business
 - Clifton Presbyterian Church
 - Old Town property
9. Old business
 - NOVEC franchise
 - Cox franchise
 - Posting of orange card notices by Planning Commission for use permit applications
 - Follow-up ISTEPA funds for land purchase
10. Adjournment

www.kompan.com

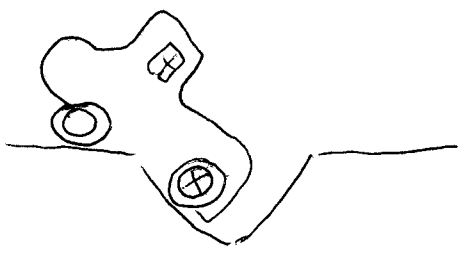
* what should we do with this orange property?
> located copy of old to be used for future use permits

If anyone attending the Town Council meeting needs a sign language interpreter, or any other type of special accommodation or auxiliary aid, please call Jim Chesley at 703-830-2129. 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.

Elimination of lot line: Children's Playground

5 slots
↓
T. Council

- * ~~Beant~~
- * Bill
- * Trish Dillard
- * Deb
- * Margo
- * Mac Arnold



Minutes
Clifton Town Council Meeting
Tuesday, December 2 2003
Clifton Town Meeting Hall

Present: Mayor Jim Chesley, Mac Arnold, Margo Buckley, Bill Hollaway, Wayne Nickum; residents and guests of the town

The Pledge of Allegiance was said by all.

Public Hearing #1:

1. Revisions to Chesapeake Bay Ordinance
2. No public comments.
3. Motion made to close public hearing. Passed unanimously: Chesley, Arnold, Buckley, Hollaway, Nickum.

Public Hearing #2:

1. Current HUD properties; CLC (Commercial Lending Corporation) will handle encumbrance of properties within next 30 days.
2. No public comments.
3. Motion made to close public hearing. Passed unanimously: Chesley, Arnold, Buckley, Hollaway, Nickum.

Town Council Meeting:

1. Motion made to approve amended Town Council minutes from November 4, 2003, as follows:

- Item 1: Public Hearing re: HUD homes acquisition and sale; time to read as 7:00 P.M.
- Item 11-A: Addendum to Policy Regarding Use of Synthetic Materials:

On existing structures, only original materials may be used, unless such materials are no longer available. On additions to existing structures, or on new structures, the use of synthetic materials may be considered on a case-by-case basis where (i) there is a performance-based need for the material, (ii) the material has been endorsed by a recognized state or national historic preservation group, and (iii) where the appearance of the material is essentially identical to the original material.

Motion passed unanimously: Chesley, Arnold, Buckley, Hollaway, Nickum.

2. Treasurer's report: Marilyn Barton. Motion made to approve. Passed unanimously: Chesley, Arnold, Buckley, Hollaway, Nickum.

3. Town communications:

- a. Clifton Presbyterian Church: request to make presentation to Town Council regarding church addition
- b. CBA news: Michelle Stein
 - Next CBA meeting: December 11, 2003, Primitive Baptist Church; CBA by-laws to be discussed. See more information on CBA web site.
 - Children's Holiday party: December 14, 2003, Town Meeting Hall, 6:30 P.M.
 - Band night scheduled for December 21, 2003, Brion's Grille, early evening

- c. Acacia Lodge investiture, December 6, 2003, 11 A.M.
4. Unfinished business:
 - a. HUD report: John Eubank
 - Total of ten properties sold in month of November
 - Motion made to approve acquisition. Passed unanimously: Chesley, Arnold, Buckley, Hollaway, Nickum.
 - Motion made to hold Public Hearing re: acquisition and sale of HUD properties on January 6, 2003, Town Council meeting.
5. Playground Committee report:
 - a. Two vendors will be used for new playground.
 - b. Next Playground Committee meeting will be December 9, 2003.
6. ARB: no report
7. Planning Committee:
 - a. CBAY Ordinance changes. Motion made to approve. Passed unanimously: Chesley, Arnold, Buckley, Hollaway, Nickum.
 - b. Revised pump and haul plans: issues worked out with adjacent homeowner, Richard King. Date of construction will be set when town approves plans. Vehicular traffic will be a town concern when construction of facility is underway, predicted for sometime in March. A description of construction plans by engineers for the new facility will be presented at the January 6, 2004, Town Council meeting.
 - c. Concerning Lot #3, Clifton Heights: no new county permits or inspections for current permits will issued for this lot.
 - d. Chesapeake Bay Ordinance: RPA buffer; grants program that includes new opportunities and money available. Deadline for filing grant application is February 2, 2004.
 - e. Elimination of lot lines concerning two town properties, one of which is the Children's Playground. Planning Commission has to approve. Town Council does not have the authority.
8. Discussion of Old Town Hall property / comments from audience:
 - a. Brant Baber: This is an asset that the Town Council needs to make a decision about. The minimum needed to make this building habitable is \$150,000.
 - b. Michelle Stein: Let's use it!
 - c. Steve Effros: Let's get a liquid value on this property and sell it.
 - d. Bill Watts: At present it is a liability issue.
 - e. Marilyn Stoney: Would be interested in renting it for her business.
 - f. Margo Buckley: Royce Jarrendt is interested in building for his office. He would also be willing to rent a section (to store records) to the town for \$1.00.
 - g. Lev Buller: It would be nice to have a small place for small town gatherings and meetings. This building would fit the bill and could also be used for the storage of records, as well as provide the space for a town museum.
 - h. Motion made to send out a letter to town residents concerning the issue of what to do with this property, with a reminder that this will again be discussed at the January Town Council

meeting. Town Finance Committee will take care of this mailing, and encourage residents to send their written comments. Passed unanimously: Chesley, Arnold, Buckley, Hollaway, Nickum.

9. Discussion of the posting of orange use permit cards on properties. Planning Commission will handle.

10. ISTEPA funds for land purchase will be discussed at January Town Council meeting.

11. NOVEC franchise: removal of certain bundles on poles. Part of deal will involve putting lines underground, the elimination of five poles on Main Street (\$44,000 value). Part of this agreement has been put into writing, but still is not complete. Using a map, Mayor Chesley pointed out various locations of poles. Next steps will include survey, communication with Cox, owners of properties, and NOVEC. The deadline is January 31, 2003. Motion made to agree to tall poles and consolidation, and the removal of bundles, and to talk to homeowners and come to agreement with NOVEC on franchise. Ayes: Arnold, Buckley, Hollaway, Nickum. Abstain: Chesley. Motion passes.

12. Motion made by Mac Arnold to enter into executive session to discuss legal matters with town attorney.

13. Motion made to reconvene Town Council meeting, with Mac Arnold stating that only matters pertaining to legal matters were discussed in executive session. Passed unanimously: Chesley, Arnold, Buckley, Hollaway, Nickum.

14. Brant Baber brought up idea to construct a storage unit in eight acre park in order to store items needed for the setting up of the Haunted Trail.

15. Motion made to adjourn. Passed unanimously: Chesley, Arnold, Buckley, Hollaway, Nickum.

TOWN OF CLIFTON

December 12, 2003

*Copy and
post in
post
office*

TO: RESIDENTS OF THE TOWN

FROM: MAYOR AND COUNCIL

We are writing to solicit your views on the future of the existing Town Hall, located across the street from the Fire House and Town Meeting Hall. The Town acquired the Town Hall in 1972 and used it for records storage and meetings until 2002, when it was determined that the physical condition of the building, and safety considerations, made its continuing use inadvisable.

Excessive dampness causes the building to have a musty odor; small room size and the lack of a heating and air conditioning system make it difficult to hold small to medium size meetings; no access or rest room facility for the elderly or physically challenged exists; the absence of a paved parking lot and the presence of muddy ground makes parking difficult; and the absence of a large space makes us unable to use the building for parties or other gatherings. The Town Hall has no kitchen or area to install one, has one 12' x 15' room on the second floor, and is zoned residential.

Suggestions have been made to the Mayor and Council that something needs to be done with the Town Hall, either to make it useable again or to dispose of it and put its sale price to other uses. Our inquiries and citizen input have identified the following potential alternatives:

- **Fix It Up.**- Depending on the scope of work, it would cost \$125,000-175,000 to make the building useful as a Town office, storage facility and meeting place. Suggestions have been made to rent the building as (i) a residence [consistent with its current zoning] or (ii) a commercial office [would require rezoning].
- **Sell It** - It is estimated that Town Hall would sell in its current condition for \$275,000-325,000, whether by auction or negotiated sale.
- **Do Nothing To It** - Land becomes more valuable every day, so hold it and see what happens in the future.

The Mayor and Council invite you to express your opinion on the future of the Town Hall at the next Town Council meeting, to be held at 7:30 p.m. on Tuesday, January 6, 2004 in the Town Meeting Hall. If you prefer, you can jot your thoughts down, deliver the jottings to Pam Wallace, and she will make copies and share them with us.

Pursuant to Town Council Resolution of Stein ARB Appeal on 11/4/03

Clifton Policy Regarding Use of Synthetic Materials

With regard to the use of synthetic materials on structures in the Town of Clifton, the Town Council of the Town of Clifton, Virginia hereby resolves as follows:

On existing structures, only original materials may be used, unless such materials are no longer available. On additions to existing structures, or on new structures, the use of synthetic materials may be considered on a case-by-case basis where: (i) there is a performance-based need for the material, (ii) the material has been endorsed by a recognized state or national historic preservation group, and (iii) where the appearance of the material is essentially identical to the original material.

12/02/03

Town of Clifton
Cash Balance Report
As of December 2, 2003

*File
Copy*

Dec 2, 03

ASSETS

Current Assets

Checking/Savings

Checking

1,440.73

Investments

Playground Reserve Fund

1,025.00

Clifton Heights Escrow

5,455.60

Investments - Other

300,962.21

Total Investments

307,442.81

Total Checking/Savings

308,883.54

Total Current Assets

308,883.54

TOTAL ASSETS

308,883.54

LIABILITIES & EQUITY

0.00

THE Journal NEWSPAPERS

*File:
December,
2003*

PROOF OF PUBLICATION

I, Ryan E. Phillips Publisher of the Northern Virginia Journal, a newspaper in Northern Virginia, published in the English language, and having a bona fide list of paid subscribers located in the Northern Virginia area, and entered in a newspaper of record according to the Laws and Regulations of the United States of America for 52 successive weeks or more prior to the issue of 11/24/03, certify that the notice of

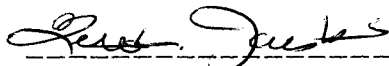
NOTICE OF PUBLIC HEARING

for
TOWN OF CLIFTON
attached hereto has been published on
11/24/2003.



Ryan E. Phillips

Sworn to and subscribed before me this
24th day of November, 2003.



My commission expires

My Commission Expires March 31, 2007

Ad number: 11506085
End date : 11/24/2003
11/24/2003
TOWN OF CLIFTON

NOTICE OF PUBLIC HEARING

Pursuant to Sec. 15.2-1800.B. of the Code of Virginia (1950, as amended), please take notice that the Town Council of the Town of Clifton, Virginia (the "Town"), will conduct a public hearing regarding the proposed encumbrancing and sales of certain real properties owned by the Town or expected to be acquired by the Town within the next 30 days, having the locations, maximum loan amounts and minimum sales prices specified below:

Property Address				Maximum Loan Amount and Minimum Sales Price	
3212	Bangor Drive	Chesapeake	VA	23321	\$90,000
1644	Sword Dancer Drive	VA Beach	VA	23454	100,000
23	Gawain Way N	Hampton	VA	23669	70,000
5760	Rivermill Circle	Portsmouth	VA	23703	70,000
3805	Hazel Court	VA Beach	VA	23456	135,000
3813	Red Barn Road	Portsmouth	VA	23703	100,000
1804	Cougar Court	VA Beach	VA	23456	138,000
419	Collier Crescent	Suffolk	VA	23434	118,000
108	Rockland Terrace	Suffolk	VA	23434	170,000
3821	LaSalle Drive #103	VA Beach	VA	23453	110,000

Each of the foregoing properties is proposed to be encumbered by a first deed of trust, securing indebtedness not to exceed the respective maximum amounts, and to be sold for not less than the respective minimum amounts, specified above.

Said public hearing will take place on December 2, at 7:30 p.m., at the Clifton Town Meeting Hall, 12641 Chapel Road, Clifton, Virginia.

November 24, 2003 -

NVA11506085bj

**The Town of Clifton, Virginia
Affordable Housing Program
Monthly Activity Summary
As of November 30, 2003**

File copy

	<u>Month of</u> <u>Nov-03</u>	<u>Calendar</u> <u>Year to</u> <u>Date</u>	<u>Program</u> <u>to Date</u>
<u>Bidding Activity Summary</u>			
Homes Reviewed	34	299	386
Homes Rejected for Bid	7	60	89
Homes Selected for Bid	27	239	297
Winning Bids	8	61	81
Conversion Ratio	29.6%	25.5%	27.3%

Purchase and Sales Activity Summary

Homes Under Contract for Purchase from HUD	10		
Sales Contracts Accepted from Qualified Buyers	0	64	65

Inventory Activity Summary

Inventory, Beginning of Period	17	0	0
Homes Purchased	0	69	69
Homes Sold	10	62	62
Inventory, End of Period	<u>7</u>	<u>7</u>	<u>7</u>

Volume and Profit Summary

Total Sales Volume	\$ 1,085,000	\$ 7,515,323	\$ 7,515,323
Profit to Town of Clifton	\$ 46,656	\$ 297,328	\$ 297,328

Town of Clifton											
Net Profit Calculation											
NDC Certification	7928	3848	3884	14704	760	212	6016	3823	3412	908	
	Casa Grande	Chancery	Chancery	Endsley	Glenshire	Lowden	Margate	Meherrin	Raintree	Sugar Tree	Totals
Sales Price	135,000	72,500	80,000	163,900	86,000	126,900	79,900	90,000	114,900	135,900	1,085,000
Base Purchase Cost	108,000	46,000	56,700	131,000	60,100	100,800	53,100	72,900	92,000	121,000	841,600
HUD Discount	-16,200	-6,900	-8,505	-19,650	-9,015	-15,120	-7,965	-10,935	-13,800	-18,150	-126,240
Misc Acq Costs	1,991	1,052	1,132	2,352	1,163	1,485	1,076	1,318	1,434	1,660	14,663
Loan Discount CLC	3,240	1,380	1,701	3,930	1,803	3,024	1,593	2,187	2,760	3,630	25,248
Repairs	15,000	16,650	14,000	15,070	14,350	12,555	16,990	6,750	11,800	5,000	128,165
Carrying Costs	1,424	651	949	1,728	930	1,546	509	1,673	783	859	11,052
Interest	2,444	1,767	2,161	3,458	2,617	3,264	1,714	2,275	2,043	789	22,532
Commission	8,100	4,350	4,800	9,834	5,160	7,614	4,794	5,400	6,894	8,154	65,100
Selling Costs	875	1,088	1,095	1,634	1,216	882	835	1,020	610	916	10,171
Total NDC	124,874	66,038	74,033	149,356	78,324	116,050	72,646	82,588	104,524	123,858	992,291
Profit	10,126	6,462	5,967	14,544	7,676	10,850	7,254	7,412	10,376	12,042	92,709
Buyer Credits	-2,000	0	-1,000	-1,380	0	0	-2,000	0	0	-1,500	-7,880
Net Profit	8,126	6,462	4,967	13,164	7,676	10,850	5,254	7,412	10,376	10,542	84,829
CLC Mgmt Fee 45%	3,657	2,908	2,235	5,924	3,454	4,883	2,364	3,335	4,669	4,744	38,173
Net to Town of Clifton	4,469	3,554	2,732	7,240	4,222	5,968	2,890	4,077	5,707	5,798	46,656
NDC X 110%	137,361	72,642	81,436	164,292	86,156	127,655	79,911	90,847	114,976	136,244	
Sales Price	135,000	72,500	80,000	163,900	86,000	126,900	79,900	90,000	114,900	135,900	

Town of Clifton Affordable Housing Program
Inventory Detail Report

Case #	No.	Street	City	ST	Zip	Subdivision	Built	Type	SF	BR	FB	HB	Bought	Contract	Sold	Sales Pr
541-495601	707	East Pembroke Ave	Hampton	VA	23669	Area 101	1936	D	1400	3	1	1	6/5/03			99,900
541-500831	3811A	Falling River Reach	Portsmouth	VA	23703	River Pointe	1996	GC	886	2	2		8/28/03	10/20/03	p-12/5	80,800
541-600431	2120	Christian Avenue	Chesapeake	VA	23324	South Norfolk	1910	D	1764	3	1	1	8/28/03	10/17/03	p-12/2	104,500
541-486496	2	Sandy Lake Drive	Hampton	VA	23666	Sanlun Lakes	1984	D	1316	3	1	1	10/10/03			119,900
541-597198	161	Erin Drive	Madison Heights	VA	24572	None	1996	D	1600	3	2	1	10/10/03			133,900
541-568421	5910	Margate Avenue	Virginia Beach	VA	23462	Lake Edward West	1976	T	1512	3	2	1	10/10/03			79,900
541-483711	3245	Yorkborough Way	Virginia Beach	VA	23453	Scarborough Square	1974	T	1534	3	2	1	10/10/03			79,900
541-592837	3212	Bangor Drive	Chesapeake	VA	23321	Dunedin	1976	D	1176	4	1	1	p-12/15			96,900
541-586322	1644	Sword Dancer Drive	Virginia Beach	VA	23454	Ocean Lakes	1986	T	1452	3	2	1	p-12/15	10/7/03	p-12/30	109,900
541-455098	23	Gawain Way N	Hampton	VA	23669	Kings Square	1986	T	1460	3	2	1	p-12/15			75,900
541-499740	5760	Rivermill Circle	Portsmouth	VA	23703	Windmill Shores	1985	T	1260	3	1	1	p-12/15			79,900
541-577317	3805	Hazel Court	Virginia Beach	VA	23456	Salem Lakes	1984	D	1484	4	2	1	p-12/15			141,000
541-546026	3813	Red Barn Road	Portsmouth	VA	23703	Churchland West	1971	D	1272	4	1	1	p-12/15			109,900
541-564949	1804	Cougar Court	Virginia Beach	VA	23456	Salem Lakes	1985	D	1480	4	2		p-12/15			143,900
541-562800	419	Collier Crescent	Suffolk	VA	23434	Walnut Hill Estates	1999	D	1154	3	2		p-12/15			122,900
541-589957	108	Rockland Terrace	Suffolk	VA	23434	Woodlake	1995	D	1861	4	2	1	p-12/15			179,900
541-599152	3821	LaSalle Drive, #103	Virginia Beach	VA	23453	Buckner Woods	1997	GC	1068	2	2		p-12/15			115,900
541-513886	2922	Leta Court	Hampton	VA	23666	Threchopt Village	1986	T	1356	3	2	1	p-1/15			83,900
541-449420	5335	Commons Court	Virginia Beach	VA	23462	Parliament Village	1976	T	1750	4	2	1	p-1/15			91,900

SALES PRICES ARE TENTATIVE AND SUBJECT TO CHANGE

T.C. Mtg.

sept

1

12/2/03

Present: Chesley, Arnold, Holloway, Nickum

Public Hearing #1 7:00 P.M.

Re: Revisions to Chesapeake Bay Ordinance

Public Hearing #2

Re: HUD properties of Eubank Incumbent w/ 30 days of properties
Same motion

Motion to close if there are no public comment } Passed unan.: Chesley, Arnold, Holloway, Nickum

T.C. Mtg. 7:25 P.M.

Pledge said; everyone present except Harrington

1 Minutes from 11/4/2003

a. Item #1: HUD acq. & sale

b. #11-A

See attachments written by include as addendum policy re: Synthetic materials

Motion to approve amended minutes - Passed unan. } Chesley, Arnold, Buckley, Holloway, Nickum

2 Treasurer's Report
Cash Balance report read by Jimmy Patey
↓ line break-up
Morre

June

Communications rec'd (2)

(3) Clifton Presby. Church - request before discussion
would like to make presentation to
T.C. re: future project (church)
addition

CBA news - Michelle

(a) (CBA mtg) } Dec 11th - 8:00 PM.
Old Primitive Baptist Church
revised by - Lane - on
web site

(b) 12/14 ^{children's} Holiday Party - Tom
6:30 Mtg. Hall

(c) (12/21) Book night - Brim W. Grille
lady Randy & kids
evening

Brmt: Acacia Lodge
investiture
11 - Sat 12/6/03
AM
→ Lunch & Hand
12:30 P.M.

(4) Unfinished Business (from now on...)
a. HUD report - G. Eubank
Nov: 10 properties sold

4. continued:

Motion to approve acc. unac

Motion 7:30 for public
to address stud prop.
acquisition/sale
unac

5. Playground Committee

- 2 vendors are going to be used -
- next Tues. → mtg. 12/9/03

MUST
be
approved
by T. Council

Earthtone Colors??

→ Hidden Pond Park -
see examples

Mostly wood

6

ARB?

No report tonight

7 Planning Comm.

a. eBay Ordinance Chgs

approval of chgs?

Motion to approve

Ebay ord. chgs

Unac.

b.

Revised pump & haul plans -

issues worked out w/ Richard

King, homeowner who lives

adjacently to operation

Public hearing? Do we need this?

Informative purpose?

Ugly
Bill -
pot
smo

RPA -
Reserve
Public
Area??

Date of construction: 7

As soon as we approve (T.C.) -

Town to manage construction vehicles when construction of facility is underway (March?)

Self-righteous hypocrite who glows so faintly

January next T.C. mtg.

presentation re: Pump & Haul System & what will be involved in project -> have engineers come to speak to town

Stop Work Order issued - Clifton Heights will be delivered 12/3/03?

* Chesapeake Bay Ordinance RPA buffer -

Grants program > new opportunities -

* Web site/email

* Deadline > February 2, 2004 for filing of grant application

\$\$ available!

Another Issue:

put in next T.C. mtg. agenda

8.

Elimination of lot line (Wayne)?

2 properties; Playground area 2 parcels of land

Equipment considered structures? eliminate lot lines to solve

problem - Planning Comm would have to approve - T.C. doesn't have authority

8 Old Town Hall property -

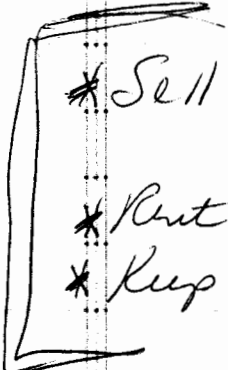
Zoned residential

* Comments from public - ?? Discussion
Sell it? rent it? keep it? rezone it?

Structural problems in building -
Can be town usage, not a public
assemblage

Can be used as a Town office -
no upgrades needed -
But what about

Storage of town supplies?
equipment?



- * Sell as residential?
- * Rent it as residential?
- * Keep for town purposes

T.C. needs to
make a decision on
this asset

BRANT BABER: comments -
minimum needed to make it
habitable: \$150,000

Michelle Stein: Let's USE it!

Steve Effros: Let's get a liquid value
on this property! Let's sell it!
We need an office!

Watts: Liability issue!

Marilyn Stoney :

interested in renting -
for her business

Margo B: another option?

Royce interested in bldg for
his office; would rent a
section for \$1.00 to the
town for records

Question?

Lev:

Nice to have a small
^{town} place for small mtgs -
this little house would fit
the bill > records / mtg. hall / small
museum

Lots of
\$\$\$ to
make bldg
public
assembly

Fix
system

Put on next month's
agenda AGAIN

How about a mailed
POLL - to town residents -
on an informative letter
listing 4 - 5 options
(being considered)

Written
ideas
are
acceptable

Motion that Finance
Comm will write & send this
letter > recipients may send
written comments

needed

done

#7

on property

⑨ * Posting of orange cables } use permit
by Planning Commission

⑩ 1/5 TEA funds for and purchase
next month's agenda

⑪ NOVEC franchise
location of poles
one chg -

CoX franchise

this

predicated on the removal of
particular bundles -

Still working on this -

Part of deal:

putting lines underground,
elimination of 5+ poles on
Main Street (\$4,000 value)

covered by

CoX → great deal!

Parts of this in writing rec'd by Jimmy
Chesley, but not complete

#8

Jimmy pointed out locations on map → NOVEC plan -

poles | poles | poles

BOR-ING!

Spread the chips around!!

Push pole placement
all iterative phase

Jimmy pointed out alternatives (3 total; guide wires)

Motion? NO

Deadline
12/31/03

To Move ahead w/ NOVEC ^{to be placed} proposal (push poles outside property line of residents) & that NOVEC would remove bundles

Hold special mtg after details are worked out.

Preference?

Push pole or

tether lines?

On whose property?

*Sequential steps to process:

- Survey?
- talk to Coy
- " owners
- " NOVEC

[Reach working on agreement.]

#9

Motion to move on, ahead

agreed/ trail poles;
consolidation

removal of bundles

w/ caveat of

locating push poles

of talking to someone

of agreement w/ NOVAC

on franchise

Aggs-

~~Abstract~~
Abstract
of
Chesley

Mac → motion to enter into:

Executive session

to discuss legal matters

w/ town attorney -

Class
action
involving

ATE, T

Discussion
of 8 acre
park

Old Town

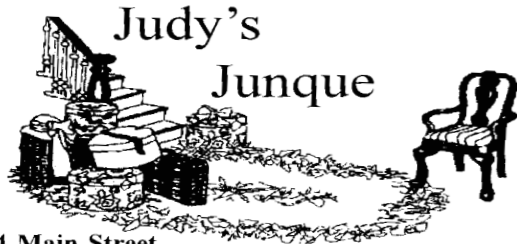
Storage

TUES-SUN 12-5 PM

Antiques of Clifton

7145 MAIN STREET
P. O. BOX 7
CLIFTON, VA 20124

DIANE SMITH (703) 830-3418
DONNA NICKUM (703) 830-1430 SHOP: (703) 830-0333



Judy's Junque

7144 Main Street
P.O. Box 200
Clifton, VA 20124
(703) 968-6968
Fax (703) 968-6877

Cottage Art

Art • Collectibles • Gifts

Jeannie Lopacinski
12644 Chapel Road, Clifton, VA 20124
(703) 502-8585



Clifton Saddlery, Inc

Friendly Service at the Best Prices

12644 Chapel Rd
Clifton, VA 20124
(703) 830-7200

521-F East Market St
Leesburg, VA 20176
(703) 777-6790

Mon-Sat: 10-6, Weds: 10-8, Sun: 12-5

The Canary Cottage



7153 Main Street • P.O. Box 110 • Clifton, VA 20124
703-322-1811 • Fax 703-322-1856

Lynne Garvey Hodge, Proprietor

email: BandB@canarycottage.com • www.canarycottage.com



7140 MAIN ST. CLIFTON, VIRGINIA 20124

JUDY McNAMARA
Owner (703) 266-7673

• Private Parties (703) 830-4111
• Catering 7145 Main Street
Clifton, VA 22024

Heart in Hand American Cuisine

Suzanne Worsham Lunch: Tue - Sat 11:00 - 2:30
Sherry W. Harlow Dinner: Tue - Thur 5:00 - 9:00
Corey Harlow Fri - Sat 5:30 - 9:30
Events Planners Sunday Brunch: 11:00 - 3:00
Sunday Dinner: 5:00 - 8:00

Baskets & Boughs Gift Shop

703-815-9480
Fax 703-815-8996

Home Accents
Unique Gifts

Tue-Sat 10:30-5:00 12704 Chapel Road
Sun 11:30-5:00 P.O. Box 214
Closed Mon. Clifton, VA 20124

Unique Jewelry & Gifts from around the World

All That Glitters*

Joan Rowan
Manager

(703) 830-6995

12644 Chapel Rd., Box 248
historic Clifton, VA 20124
e-mail: mikeskava@aol.com

THE HERMITAGE INN RESTAURANT

703-266-1623

hermitageinnrestaurant.com

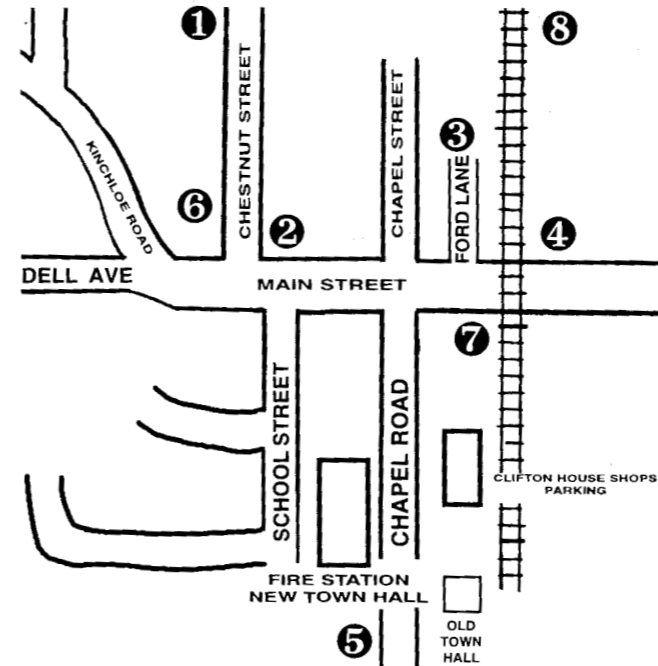
Purchase Raffle Tickets At Clifton
Caboose & Primitive Baptist Church
& Win a \$100 Gift Certificate!
All Proceeds Benefit The Town of Clifton

HOURS OF OPERATION

Open for Dinner: Wed-Sun at 5:30 & Sunday Brunch 11-2:30
Open Thanksgiving, Christmas Eve, Christmas Day & New Year's Eve

MAP

(not to scale)



Please note:

Parking is available on Main Street or in the Clifton House parking lot opposite the fire station on Chapel Road in designated area.

No strollers, please.

Please have lunch or dinner at Clifton's fine restaurants—The Heart-in-Hand or The Hermitage Inn, or stop by the Clifton General Store for a casual sandwich and some good conversation! Also, you may wish to do some holiday shopping in Clifton's unique gift shops located on Main Street and Chapel Street.

Clifton is located in Southwest Fairfax County.

For more information, please call

Jennifer 703-830-2129 or

Lynne 703-322-1811

We would like to express our thanks to Executive Press, Inc. of Fairfax (703-352-1337) who dedicated their time and expertise in helping to develop these Historic Homes Tour brochures.

Historic Clifton Candlelight Tour of Homes



Saturday, December 6, 2003

2:00 p.m. Caroling on
Horseback Parade

4:00 p.m. - 7:30 p.m.
Homes Tour

Tickets ~ \$15.00 each

\$5.00 children under 12

Children age three and under are free

This is your ticket.

You will need it on December 6th
for inclusion on the Tour.

Schedule of Events:

2:00 p.m. Caroling on Horseback
 sponsored by the Clifton Horse Society. Local residents decorate their horses in Christmas finery and parade around Clifton singing Christmas carols.

4:00-7:30 p.m. Historic Homes Tour
(you may begin the tour at any of the locations)

Raffle Tickets - \$1.00, each

Come purchase a Raffle ticket either at the Clifton Primitive Baptist Church or the Caboose. Prizes will include: Dinners at Heart in Hand, The Hermitage & Rosemary's Thyme restaurants and a One night stay at the Canary Cottage Bed & Breakfast!

Come hear local choirs perform in our Town's churches from 4:30 - 6:30 p.m., on the half hour. More details will be available at participating homes during the Tour.

noodles & noggins
 creative play and things for kids

- ★ Toys
- ★ Books
- ★ Classes
- ★ Events

12644 Chapel Road • Clifton, Virginia 20124
 703.502.8585
www.noodlesandnoggins.com

#1. 12821 Chestnut Street - Acorn Ridge

Owned by Jim and Alesia Harvey

Acorn Ridge is home of Alesia and Jim Harvey. Built in the late 1920s, this house reflects the classic early 20th century arts and crafts style. Noteworthy history of the house includes the fact that its original owners were members of Margaret Webb's family. In the early years of Clifton, this house also served as a rooming house for local teachers.

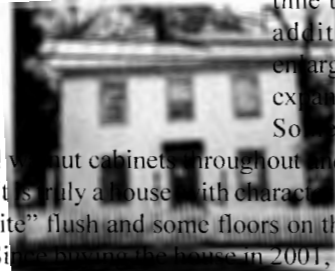
The Harvey's home has been decorated in a Victorian Christmas motif. Guests will be welcomed by the turn of the century Victorian and early 1900s furniture, a late eighteenth hundreds Austrian music box and an early 1900s Cuban mahogany mantel. A collection of Victorian prints, antique dolls and teddy bears are found throughout the house.

#2. 7158 Main Street - The Kidwell House

Owned by Dwayne and Sarah Nitz

For 40 years, AJ Kidwell, the "Up to Date" Blacksmith resided here as reported in the 1906 Fairfax Herald. Mr. Kidwell's business was second to none. Since that time the house has had two additions in the back enlarging the kitchen and expanding the living space. Some highlights include

original wood cabinets throughout and the lovely hardwood floors. It's truly a house with character as doors and walls are "not quite" flush and some floors on the ground level gently slope. Since buying the house in 2001, Dwayne & Sarah Nitz have lovingly redone the interior to inspire the cozy feeling that fits this house best.



#3. 12801 Ford Lane - The Ford House

Owned by Katherine Kalinowski and Brant Baber

This lovely Victorian era home was built by the Ford Family in the 1880. The Fords owned the General Store in Clifton, which was located on the site now occupied by the Heart in Hand Restaurant. The Baber family has lived in this home since 1980. In 1987, local architect Jim Hricko designed an addition for Babers that created a library for the first floor and extended the basement apartment. In 2002, Jim Hricko designed a new kitchen and dining area within the confines of the original structure. As you enter this charming home, you'll notice a stunning brass, gas-fed chandelier, circa 1890, hanging in the main entry way. The first floor dining room also contains a French Horn chandelier, as well as a Victorian era French bibioteque, now used as a china cabinet. The dining room also contains a portrait of George Washington done by

family friend and local artist, Eugenie Deland in 1906 and which once hung in the Smithsonian. The family room contains a delightful collection of hand-carved Santas, crafted by family friend Rick Baecker over the years. The Christmas tree is dressed with numerous antique Polish glass ornaments which have been handed down in Kathy's family. The library features a painting of Boston Market by American artist Andrew Copin (circa 1910), that hung in President John F. Kennedy's senate office, during his tenure as a senator. The painting was a gift to Mr. Baber's sister.

#4. 7126 Main Street - Clifton Creek House

Owned by Bill and Jo Watts

The Watts home has the charm of the old home in Clifton, but was built in 1990. As you step through the door you will notice the beautiful Victorian woodwork. Bills office is all wooden panels including the ceiling. The beautiful staircase includes a lighted newelpost. There is a grandfather clock is from Bills family. The home is full of antiques and crystal. Jo also collects P. Buckley Moss prints. Most of them are signed by the Artist.

At Christmas the house is Christmas from floor to ceiling. Note the tree in the Living room. There are over 125 Hallmark decorations. Each of the ornaments have a special meaning to the family. Since the last time this home was on Tour a deck and hot tub and an English Conservatory have been added. The Conservatory displays a light house collection and the tree is decorated with birds and light houses. Please come in and enjoy the Christmas ambiance and punch and cookies.

#5. 12369 Chapel Road - The Bradley House

Owned by Royce and Marvie Jarrendt

The Bradley House was originally owned by Rev. William Bradley and his wife, Elizabeth. Rev. Bradley was the first Presbyterian minister in Clifton. He and Elizabeth are the parents of

Margaret Webb, the first school in Clifton. The home was purchased by Royce & Margie Jarrendt purchase in 1989 and began an addition and restoration project in 1989. While the original structure was left in tact additional living space, a second stairway, and a wrap around porch was added toward the backyard.

Responding to a growing family, a detached garage/carriage house was added in 2002 to provide storage and a play area for children. The front rooms of the home have retained the original character including original wood trim and wood

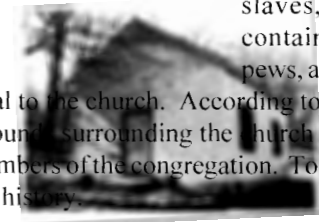


flooring. As one passes through the original rooms into the newer addition, the home opens up to facilitate today's lifestyle.

There was rumor of a ghost but other than the noises of two young boys and a very peculiar dog there have been no signs of one since 1989.

#6. Main and Chestnut Streets Clifton Primitive Baptist Church, 1871

Now an annual attraction of our Candlelight Tour, the Clifton Primitive Baptist Church represents a significant reminder of African-American history in Fairfax County. Built by former slaves, the simple structure contains an altar, handmade pews, and a pot-bellied stove, all original to the church. According to Fairfax County records, the grounds surrounding the church were used as a cemetery for members of the congregation. Tombstones have long been lost to history.



#7. The Clifton Caboose

(located by the railroad tracks, next to Heart-in-Hand restaurant) Enjoy refreshments and tour a real caboose which is a permanent reminder of the town's railroad roots. Please stop by to visit members of the Clifton Community Women's Club who will be selling their best-selling cookbook, "May I Have That Recipe?", \$15.00.



#8. 12748 Richardson Lane Clifton Presbyterian Church

The Clifton Presbyterian Church has been serving the community as a place of worship and community life since it's founding in 1870 by the families of soldiers who fought in this area during the Civil War and who settled here after the war was over. In the early part of the 1900's the church acquired the Manse next door and then in the 1950's added the Annex for classroom, office and fellowship space.

We actively participate each year in Clifton Day and the ecumenical community worship services for Thanksgiving and Good Friday. We are delighted to be included in this year's Candlelight Tour. We welcome you to the Clifton Presbyterian Church.

