

## Clerk Report May 2026 for June 2, 2026 Council Meeting

- Developed presentation and reviewed documentation for Pink House public hearing
- Busy month with Planning/ARB reviews
- Various citizens requests and follow ups, including regarding fence posts with loose nails in the playground, inquiries regarding the Mercantile space, questions regarding the Washington Gas presentation from a few months ago, and regarding trailers parked at Clifton Elementary School, inquiries regarding costs for the past year at the Pink House, and following up with Bikes & Breakfast.
- Processed two new golf cart applications – we need to update the application form to make costs more clear as people frequently pay the incorrect amount
- Coordinating and documenting written comments regarding the Pink House
- Reviewed newsletter
- Helped search for various documents and clarifications, including: a check which was unclear who it was from, old litter grant emails and bluebird trail receipts
- Facilitated extra communications regarding upcoming mulch events.
- No further action on Stripe account, discussed with Suzy this past week and ball is in my court for now.

## **PLANNING COMMISSION REPORT for May 26, 2026**

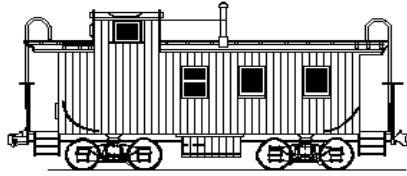
**Present: Terry Winkowski, Jay Davis, Kathy Kalinowski, Michelle Stein, Susan Yantis, Paula Sampson; Kerrie Gogoel (Town Clerk), Laura Jane Cohen (Administrator)**

**Absent: Adam Trost**

1. The Planning Commission reviewed the use permit application from Matt and Kristin Hill for a preliminary use permit for construction of a kitchen addition and deck on the rear of their residence located at 12726 Clifton Heights Lane, Clifton. The Planning Commission voted to recommend to the Town Council approval of the preliminary use permit with the following conditions:
  - That the applicant provide an application signed by applicant and their HOA;
  - That the land disturbed in construction be less than 1500 square feet;
  - That the applicant return within two years when construction is to be completed and provide all Fairfax County issued permits and that construction has been completed in accordance with their plans and in accordance with ARB COA.
  
2. The Planning Commission reviewed the use permit application of Laura and Regan McDonald for the placement of a temporary storage unit (POD) on their property at their residence at 12653 School Street, Clifton, for use during flooring refinishing with the following conditions:
  - Only one POD at a time;
  - Length of time for POD not more than 4 weeks during June/July 2026
  - That the POD not be larger than 200 square feet and higher than 13 feet;
  - That the POD be located next to the shed as shown on the map.
  
3. The Planning Commission reviewed and discussed the drafts of various maps to be included in the Town Plan, which were prepared by NVRC and prepared a list of comments/corrections to those maps which will be submitted to NVRC.

## **Parks & Maintenance Committee Monthly Update – June 2026**

- Through the Town Administrator's efforts communicating with vendors who provided initial quotes, obtaining updated quotes to ensure a sound basis for comparison and in consideration of town council required project conditions (schedule, cost, materials/depth), a Harris Park playground mulching vendor has been selected; the vendor is ImageWorks, as they were the only vendor able to meet all town council required project conditions, with the mulching anticipated to occur in early to mid-June.
- Through the Town Administrator's efforts, a town hall flooring vendor has been selected; the vendor is B&B Flooring, who represented the best value to the town based on quality of materials and preparation methods to be used, with work anticipated to occur during the month of June, in advance of the end of the current FY.
- Continued efforts, spearheaded by the Town Administrator, to track down existing maintenance agreements/contracts/documentation as part of broader efforts to get the town organized. Town Administrator also continues with the process of obtaining comprehensive grounds maintenance contract quotes, with the aim of simplifying and making the town's annual maintenance procurements more efficient.
- Continue collaborating with the Town Administrator on a town maintenance plan, with the goal of producing a draft for council review and comments by the end of June
- Stump grinding in Harris Park was completed last month and has been paid for.
- Recommend getting an electrician to come to town offices to assess the ceiling lighting. Suspect there may be issues with some of the fixtures that will require repair or replacement. Will work with Town Administrator to initiate the assessment and will report back with findings so appropriate action can be taken.



Town of Clifton, Virginia  
P.O. Box 309  
Clifton, VA 20124

May 30, 2026

TOWN OF CLIFTON STREETSCAPE PROJECT FOR MAIN STREET - Phase II  
VDOT Project: CLFT-029-101, P102, R201, C502  
(UPC 109949) & (UPC 126584)

PROJECT UPDATE

- A. Combined Projects for Advertisement. – On April 29<sup>th</sup> the Project was advertised on the eVA website. The Bid due date is June 25<sup>th</sup>. An Optional Pre-Bid Conference was held on May 20<sup>th</sup> at the Town Hall. There were four contractors in attendance. Three of these were contractors that did not previously bid on the Duct Bank Construction Project.
- B. Easements – All easements have been recorded.
- C. Utilities – The Utility Agreement with NOVEC needs to be reviewed by the Legal Committee. Need to finalize the Utility Agreement with Verizon and Cox.
- D. Railroad Coordination – The Design Team is corresponding with Keyana Holloway and her team at Norfolk Southern on the status of the required amendments to the existing lease between the Town and the railroad for the required mill and overlay in the railroad right-of-way, as well as the new Street Light that will be located in the railroad right-of-way.

**Needed actions for Project by the Town Council**

None

Susan Yantis & Geri Yantis  
Streetscape Project - Project Managers



Clifton Clerk &lt;clerk@cliftonva.gov&gt;

## Re: NFL Inquiry - Kobie Turner

4 messages

**Jay Davis** <jdavis@cliftonva.gov>

Tue, May 19, 2026 at 5:19 PM

To: Julianne Rabe <jrabe@athletesfirst.net>

Cc: Laura Jane Cohen <administrator@cliftonva.gov>, Lynn Screen <lscreen@cliftonva.gov>, Clifton Clerk <clerk@cliftonva.gov>

I think so, yes. Adding our Clerk who can make sure this is on the agenda. Thank you!

On Tue, May 19, 2026, 4:08 PM Julianne Rabe <jrabe@athletesfirst.net> wrote:

Hi Jay!

Thank you for getting back to us so quickly! There is no exact timeline but would love for an event to work around Kobie's schedule & develop a continued partnership between him and the City of Clifton!


He is trying to get home at some point this summer and his bye week for the fall is the week before Thanksgiving.

Would it be best to touch base after the community meeting to go over any proposed projects or events that could work?

Thank you so much,

AthletesFirst

**Julianne Rabe**  
Client Relations

 (614) 634.3309

 [athletesfirst.net](http://athletesfirst.net)

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**From:** Jay Davis <jdavis@cliftonva.gov>

**Date:** Monday, May 18, 2026 at 2:53 PM

**To:** Julianne Rabe <jrabe@athletesfirst.net>

**Cc:** Laura Jane Cohen <administrator@cliftonva.gov>; Lynn Screen <lscreen@cliftonva.gov>

**Subject:** Re: NFL Inquiry - Kobie Turner

Julianne -

Thanks for reaching out and for Kobie's interest in giving back to Clifton. That's great to hear.

What is the timeline for this ask? I'd like to bring this back to our Town Council and discuss at our upcoming meeting the first week in June, if possible. We have some projects and events coming up in the summer that could fit.

I'll follow up once we have some ideas.

-Jay Davis

On Mon, May 18, 2026, 12:26 PM Julianne Rabe <jrabe@athletesfirst.net> wrote:

Hi all,

I wanted to reach out and introduce myself as I work for Athletes First, the largest NFL agency in the country! Athletes First represents over 300 clients including names like Derrick Henry, Dak Prescott, Micah Parsons, and Justin Herbert!


One of our clients, Kobie Turner, plays for the Los Angeles Rams and is from Clifton, VA. Our team had a call with Kobie last week and he expressed interest in wanting to give back to his hometown in any way possible. Kobie really wants to integrate himself back into the community of Clifton!

Are there any upcoming community events occurring that Kobie could join in on or any immediate needs for the community? We would love to stay in communication with the city for Kobie to give back when the time is right!

Please let me know if there is anything we can do for Clifton or Kobie in the meantime. Thank you so much,

AthletesFirst

**Julianne Rabe**  
Client Relations

 (614) 634.3309

 [athletesfirst.net](http://athletesfirst.net)

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7 attachments



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AthletesFirst  29K



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image006.png  
2K



image003.png  
2K

**Julianne Rabe** <jrabe@athletesfirst.net>  
To: Jay Davis <jdavis@cliftonva.gov>  
Cc: Laura Jane Cohen <administrator@cliftonva.gov>, Lynn Screen <lscreen@cliftonva.gov>, Clifton Clerk <clerk@cliftonva.gov>

Tue, May 19, 2026 at 5:20 PM

Thank you so much!

-Julianne  
[Quoted text hidden]

**Clifton Clerk** <clerk@cliftonva.gov>  
To: Julianne Rabe <jrabe@athletesfirst.net>  
Cc: Jay Davis <jdavis@cliftonva.gov>, Laura Jane Cohen <administrator@cliftonva.gov>, Lynn Screen <lscreen@cliftonva.gov>

Tue, May 19, 2026 at 5:23 PM

Thank you for reaching out! I'll track this for the agenda. Please let us know if you need anything else or have any questions

Sincerely,  
Kerrie Gogoel (she/her)  
Town Clerk, Clifton, VA  
[Quoted text hidden]

**Julianne Rabe** <jrabe@athletesfirst.net>  
To: Clifton Clerk <clerk@cliftonva.gov>  
Cc: Jay Davis <jdavis@cliftonva.gov>, Laura Jane Cohen <administrator@cliftonva.gov>, Lynn Screen <lscreen@cliftonva.gov>

Tue, May 19, 2026 at 5:24 PM

Thank you, Kerrie!  
[Quoted text hidden]

## LJC update 6/2/26

### 1) Project Oversight

- a) Procurement policy refinement—where are we?
- b) Flooring—should be next week
- c) Playground mulch weds and thursday of this week
- d) Streetscape mtg w/businesses
- e) Playground overhaul—continue to identify and apply to grants

### 2) Maintenance

- a) Draft maintenance calendar **re-sent** to all—have received 2 comments for feedback. Please take a look and let me know what I have missed.

### 3) Communications

- a) May newsletter
  - i) 67% open rate! (4 more people than April)
  - ii) June newsletter coming soon—

### 4) Governmental, Business, and External Relations

- a) VML conference was terrific, really encourage other council members to attend. State and Mayor's Conference October 10-13 in Norfolk. Please let me know if you'd like to attend and I am happy to register you.

## TREASURER MONTHLY REPORT

May 2026

COUNCIL MEETING –June 2, 2026

### **Other Payments – Previously approved by Council**

- Resource Recovery, INV#2026-04, \$2,564 – for April subscription, Clifton Birthday event, and Glass Recycling event
- Image Works, INV#18242, \$4,941.50 – for deposit for playground mulch

### **Requests for Approval of Payment**

- J2 Engineers, INV#31721, \$1,036.47 – for LPDA (landscape Architecture) and Project meeting
- Harrison & Johnston, INV#96051, \$2,310.00 – for subdivision ordinance and pink house topics
- NVRC, INV# NVRC-2259-01, \$16,484.94 – Town Plan mapping and technical assistance

### **Of NOTE:**

- Continued Budget work
- Adjusting entries made for FY24 pre-audit
- Need engagement letter signed in order to start FY25 pre-audit prep
- I need to contact a couple audit companies. 2 names were given by the audit prep folks. I will get pricing and timing

<b>TOWN OF CLIFTON - FY2026 Budget (July 1, 2025 - June 30, 2026)</b>			
<b>Month and YTD information</b>			
	<b>May-26</b>	<b>July 2025-May 2026</b>	<b>FY 2026 Budget</b>
<b>OPERATING REVENUES:</b>			
<b>Taxes &amp; Permits Revenues:</b>			
ARB Permits	600.00	1,860.00	500.00
BPOL		60,226.45	50,000.00
BZA Fees			
VA Communications Sales Tax	302.47	3,375.50	3,500.00
VA Car Rental Distribution	-		
Cox & Verizon PEG Franchise Revenue & State Communication Sales and Use Tax	706.11	2,865.09	2,750.00
Motor Vehicle Registration	106.00	5,760.99	9,000.00
No. Va. Cigarette Tax	23.52	339.74	0.00
Railroad Tax		383.79	1,800.00
Sales Tax	2,428.51	26,104.49	25,000.00
Meals Tax - NEW	16,828.62	232,774.63	225,000.00
Use Permits	325.00	1,150.00	600.00
Utility Consumption Tax	82.79	1,182.65	1,200.00
<b>TOTAL TAXES &amp; PERMITS:</b>	<b>21,403.02</b>	<b>336,023.33</b>	<b>319,350.00</b>
<b>Town Facilities Rentals:</b>			
Community Hall	1,200.00	3,390.00	4,000.00
Pink House			0.00
Property Rental-Park/Square/Gazebo	225.00	775.00	150.00
<b>TOTAL FACILITIES RENTALS:</b>	<b>1,425.00</b>	<b>4,165.00</b>	<b>4,150.00</b>
<b>Grants:</b>			
Fire Program State Grant- FCFD		15,000.00	15,000.00
Litter Control Grant - Non-competitive		1,000.00	4,000.00
Litter Control Grant - Competitive		15,308.25	10,000.00
<b>TOTAL GRANTS:</b>	<b>-</b>	<b>31,308.25</b>	<b>29,000.00</b>
<b>Town Events:</b>			
Celebrate Clifton Gala			0.00
Environmental Event			0.00
Haunted Trail Event		72,627.51	35,000.00
Homes Tour			5,000.00
<b>TOTAL EVENTS:</b>	<b>-</b>	<b>72,627.51</b>	<b>40,000.00</b>
<b>Other Revenue:</b>			
Interest Income	4,790.14	55,075.65	60,000.00
Other income			
<b>TOTAL OTHER REVENUE:</b>	<b>4,790.14</b>	<b>55,075.65</b>	<b>60,000.00</b>
<b>TOTAL OPERATING REVENUES:</b>	<b>27,618.16</b>	<b>499,199.74</b>	<b>452,500.00</b>
<b>OPERATING EXPENSES:</b>			
<b>Payroll Expenses:</b>			
Town Clerk Salary	2,500.00	27,500.00	30,250.00
Town Treasurer Salary	2,916.66	32,083.26	36,000.00
Dir of Economic Development, Comms & Marketing - NEW	4,888.00	53,768.00	58,656.00
Additional support staff			11,700.00
Payroll Taxes	1,138.31	12,773.36	13,600.00
Employee Incentives			6,200.00
<b>TOTAL PAYROLL EXPENSES:</b>	<b>11,442.97</b>	<b>126,124.62</b>	<b>156,406.00</b>

<b>CONTRACTUAL EXPENSES:</b>				
<b>Town Government:</b>				
ARB				0.00
Board of Zoning Appeals				10,000.00
Civil Rights Committee				0.00
Planning Commission				
<i>update to town plan</i>				20,000.00
<i>Revisions to the Town Code</i>				5,000.00
<i>Advertising for Public Hearings for Use Permits</i>				
<i>Translation &amp; Interpretive Services for Public Meetings</i>				
<i>Legal Services</i>				
<i>General Admin/Education</i>		945.00		5,000.00
<b>Dues &amp; Subscriptions:</b>				
<i>Conference Attendance</i>				3,000.00
<i>Other Dues &amp; Subscriptions &amp; Training</i>				250.00
<i>VA Municipal League</i>	-	500.00		500.00
Insurance	-	7,367.00		7,000.00
Legal Advertising	420.00	780.00		2,000.00
Mayoral Reimbursement				1,000.00
Citizen Recognition Fund				500.00
Bank Fees				<b>0.00</b>
Miscellaneous Contractual Expenses - bell		500.00		2,500.00
<b>Professional Fees:</b>				
<i>Accounting - Year Audit Review</i>	-	7,772.50		30,000.00
<i>Legal Fees</i>		4,440.00		25,000.00
<i>Web Server Annual Maintenance with Domain Subscriptions</i>				2,500.00
<i>Web Site Updating &amp; Configuration</i>	-	7,880.00		10,000.00
<b>TOTAL TOWN GOVERNMENT:</b>	<b>420.00</b>	<b>30,184.50</b>		<b>124,250.00</b>
<b>Town Facilities:</b>				
Utilities - verizon + electric	82.69	1,652.35		5,000.00
Caboose	-	-		5,000.00
Railroad Siding Rent	-	2,261.13		2,200.00
<b>Town Meeting Hall:</b>				
<i>Electric</i>	341.36	5,241.70		7,000.00
<i>Supplies</i>				500.00
<i>General Maintenance - including floors</i>		4,050.00		24,800.00
<i>Mgt Fee (25% of Community Hall Rentals)</i>				2,000.00
<b>Parks and Public Spaces</b>				
<i>Town Parks Committee</i>	350.20	10,699.33		6,000.00
<i>Aye Square Plantings</i>				3,000.00
<i>Ayre Square Christmas Tree replacement</i>				0.00
<i>Banner Replacement</i>				1,000.00
<i>Flag Replacement in Town</i>				1,000.00
<i>Railroad Siding Boxes - North &amp; South Sides</i>				0.00
<i>Mgt Fee (25% of Property Rentals)</i>				
<i>Invasive species prevention and conservation management</i>	-	1,650.00		10,000.00
<b>Pink House:</b>				
<i>Maintenance &amp; Repairs</i>	377.29	4,198.77		5,000.00
MISC Emergency Repairs		6,772.00		7,500.00
<b>TOTAL TOWN FACILITIES</b>	<b>1,151.54</b>	<b>36,525.28</b>		<b>82,500.00</b>

<b>Town Services:</b>				
Recurring services				
	Town Lawn Maintenance and Mowing	980.00	9,980.00	10,000.00
	Tree Trimming and Replacement Planting	-	-	5,000.00
	Mulching - Annual	4,941.50	4,941.50	3,000.00
	Trash Collections		7,366.85	2,400.00
	Trash Consolidation - Art Guild (non-comp litter grant)		3,050.00	4,000.00
Non-recurring services				
	Landscape/Ground Maintenance - Playground, Ayre Square, 8 acre Park & Triangle Maintenance, Harris Park, Flood Plain			12,000.00
	Playground Equipment Maintenance			2,500.00
<b>TOTAL TOWN SERVICES:</b>		<b>5,921.50</b>	<b>25,338.35</b>	<b>38,900.00</b>
<b>Grants:</b>				
	Litter Control Grant - Expense	2,564.00	12,136.00	14,000.00
	Fire Program State Grant Expense - passthrough to FCFD	-	15,000.00	15,000.00
<b>TOTAL GRANTS</b>		<b>2,564.00</b>	<b>27,136.00</b>	<b>29,000.00</b>
<b>Events: (TOWN COUNCIL APPROVAL REQUIRED FOR OVER \$1000)</b>				
	Celebrate Clifton Gala			0.00
	Christmas Tree Lighting		1,200.00	1,300.00
	Environmental Events (clean up, Camp Fire, TBD)	-	588.27	1,300.00
	Haunted Trail Event	-	15,591.12	15,700.00
	Historic Events			0.00
	Homes Tour			0.00
<b>TOTAL EVENTS</b>		<b>-</b>	<b>17,379.39</b>	<b>18,300.00</b>
<b>Committees: (TOWN COUNCIL APPROVAL REQUIRED FOR OVER \$500)</b>				
	Clifton Arts Council			0.00
	Clifton Business Coalition			0.00
	Communication Committee			500.00
	<i>Welcome baskets</i>			
	Committee on the Environment			1,150.00
	<i>Wildlife preservation - Mark K equipment</i>			
	<i>Bluebird Trail - NEW</i>	405.29	405.29	
	Historic Preservation Committee			0.00
	Finance			0.00
	Mayor's Initiatives - delete			0.00
	Parking and Traffic Committee			10,000.00
<b>TOTAL COMMITTEES</b>		<b>405.29</b>	<b>405.29</b>	<b>11,650.00</b>
<b>TOTAL CONTRACTUAL:</b>				<b>304,600.00</b>
<b>Commodities:</b>				
	Computer Supplies - Hardware & Software	334.04	4,626.09	500.00
	Copies	-	-	200.00
	License Plates	-	42.36	100.00
	Miscellaneous Commodities - storage & constant contact	152.11	4,443.49	750.00
	Office Supplies		298.65	500.00
	Office Equipment		2,200.48	500.00
	Postage & Delivery		237.80	500.00
	Miscellaneous- (TOWN COUNCIL APPROVAL REQUIRED FOR OVER \$1000)	-	0.03	
<b>TOTAL COMMODITIES:</b>		<b>486.15</b>	<b>11,848.90</b>	<b>3,050.00</b>
<b>TOTAL EXPENSES:</b>		<b>22,391.45</b>	<b>274,942.33</b>	<b>464,056.00</b>
<b>NET INCOME (LOSS):</b>		<b>5,226.71</b>	<b>224,257.41</b>	<b>-11,556.00</b>

<b>Town of Clifton</b>			
<b>CAPITAL IMPROVEMENTS/GRANT INCOME - FY26</b>			
<b>REVENUE/COST STATEMENT</b>			
<b>REVENUES:</b>			
<b>FEDERAL GRANTS</b>			
MAP21 TAP: TAP Statewide (Match to Expenditures) 80/20		104,440.31	
MAP 21 TAP: TAP > 200K:			1,600,000.00
<b>TOTAL VDOT TA - MAIN ST IMPROVEMENTS</b>			
<b>TOTAL REVENUES:</b>	-	<b>104,440.31</b>	1,600,000.00
<b>COSTS:</b>			
<b>Special Projects - Streetscape</b>			
Streetscape 2A - Preliminary Engineering			
Streetscape 2A - Right of Way		15,241.69	
VDOT TA -Main Street Improvements (80% - 20% MATCH GRANT)			
Processing Easements			
Streetscape 2A - Construction			2,000,000.00
<b>TOTAL SPECIAL PROJECTS COMMITTEE:</b>	-	15,241.69	2,000,000.00
<b>NET REVENUES/(COST)</b>	-	<b>89,198.62</b>	<b>-400,000.00</b>
<b>Town of Clifton</b>			
<b>CAPITAL IMPROVEMENTS/TOWN FUNDED (NON-GRANT) - FY26</b>			
<b>REVENUE/COST STATEMENT - Public Hearing</b>			
<b>COSTS:</b>			
<b>Town-Funded Projects</b>			
Permanent Signs (Historic and Informational)			5,000.00
Safety Signs - Traffic Solutions - delete			
Harris Park Improvements		(500.00)	125,000.00
8-Acre Park Entrance - Improvements	-	1,168.27	3,000.00
Purchase of Green Space - delete			
Public Parking Improvements			5,000.00
Caboose & Luggage Cart Renovation - delete			
Trash Enclosure			4,000.00
Pink House Improvements		25,000.00	
Town Historic Building -- delete			
<b>TOTAL CAPITAL PROJECTS from Allocation of Town Equity Funds</b>	-	<b>25,668.27</b>	<b>142,000.00</b>
<b>NET REVENUES/(COST)</b>	-		
<b>TOTAL CAPITAL COSTS</b>		40,909.96	2,142,000.00
<b>TOTAL CAPITAL NET REVENUES/(COST)</b>	-	63,530.35	<b>-542,000.00</b>
Funds used from saving			553,556.00
<b>TOTAL FY2025 ANTICIPATED NET INCOME (LOSS)</b>	5,226.71	287,787.76	<b>0.00</b>

**Town of Clifton  
Account Balances  
FY26**

		5/31/2026			<u>Notes</u>
<b>ASSETS</b>					
Current Assets					
Checking/Savings					
	United Bank - Haunted Trail Account	32,447.32			
	United Bank - Events Acct	60,181.58			
	United Bank - Checking	218,018.04	Min Bal \$2,500	"Chairman's Club"	
	United Bank - Security Deposit	3,119.09			
	United Bank - Money Market Savings	243,375.56	Min Bal \$15,000		
	Investments-LGIP	1,378,212.70			
	<b>Total Checking/Savings</b>	<b>1,935,354.29</b>			

**Town of Clifton CARES Summary - SLGRF**

Total Received SLGRF 303,992.00

	<b>Obligated as of 12/31/24</b>	<b>Expended as of 5/31/2026</b>	<b>Dates</b>	
Ayre Square Purchase	\$ 91,184.55	\$ 91,184.55	12/21/2021	
Harris Park Extension Purchase	\$ 74,452.95	\$ 74,452.95	12/21/2021	
Harris Park Extension Cleanup	\$ 11,500.00	\$ 11,500.00	4/1/22-5/31/22	
Administrator Position	\$ 108,670.85	\$ 108,670.85	4/16/24-12/31/26	
Floodplain Park Invasive Plant Control	\$ 775.00	\$ 775.00	9/1/23-3/31/24	
Gazebo Repair	\$ 3,050.00	\$ 3,050.00	7/1/24-7/31/24	
Caboose Repairs	\$ 9,500.00	\$ 6,500.00	8/6/24-6/30/26	
Flood Plain Parking Lot Rehab	\$ 4,858.65	\$ 4,858.65	9/1/24-6/30/26	portion of bridge repairs
	\$ 303,992.00	\$ 300,992.00		
Remaining	-	as of 12/31/24		

# ENVIRONMENTAL COMMITTEE MONTHLY UPDATE June 2026

## 1. KEY AND ONGOING ACTIVITIES/RECOMMENDATIONS

A. **Activity 1:** The tentative start date for the treatment of invasive plants in the flood plain has been pushed back from the beginning of June until mid June. It was decided that all property owners (CBA, Petersons, NVCT, and Town of Clifton) should do a site visit with Environmental Quality Resources before the work begins to coordinate phased treatment approaches that minimize disturbance to existing habitat areas, confirm and agree upon entity/property boundaries in the field, and account for any timing restrictions related to site activities or events. This should give NVCT, CBA, and the private landowners a clear understanding of anticipated costs, treatment objectives, and expected outcomes prior to each treatment. This site visit has been confirmed to occur on **June 11th at 1:30pm**. We are on the schedule with EQR to start treatment the week of June 15th.

B. **Activity 2:** The native landscaping plan is complete and a meeting with the landscape architect is planned for June 2nd.

C. **Activity 3:** The litter grant application deadline is June 30th and is in process of being completed.

## ACCOMPLISHMENTS

A. **Accomplishment 1:** Coordination of meeting with floodplain park property owners to review invasive plant treatment plans.

B. **Accomplishment 2:** Meeting with native plant landscape architect confirmed and scheduled.

## 3. CHALLENGES/ISSUES

A. **Challenge/Issue 1:** Finding a time that worked for all floodplain property owners to meet before the June 2nd town council meeting was not possible and resulted in start of treatment having to be delayed. Will need to ask town council to approve the \$10,000

funding that has been budgeted for the treatment of invasive plants for FY2026.

## 5. IMPORTANT DATES

- A. **Date 1:** June 2nd (noonish) meeting with native plant landscape architect
  
- B. **Date 2:** June 11th @1:30pm -Meeting in Floodplain Park with property owners and EQR

## 6. ATTACHMENTS AND SUPPORTING DOCUMENTS

- A. **Document 1:** EQR pricing estimate

# Environmental Quality Resources, LLC

2410 Evergreen Road, Suite 201  
 Gambrills, MD 21054  
 (410) 923-8680 Fax (410) 923-8683



<b>To:</b> Northern Virginia Conservation Trust	<b>Contact:</b> Alyssa Hemler
<b>Address:</b> 4022-A Hummer Road Annandale, VA 2003	<b>Phone:</b> (703) 354-5093
<b>Project Name:</b> 4198-Clifton Invasives PCO - 2026 Mobilization	<b>Bid Number:</b> EQR-4919
<b>Project Location:</b> Clifton, VA	<b>Bid Date:</b> 5/6/2026

Environmental Quality Resources, LLC proposes to provide the following environmental services:

Item #	Item Description	Estimated Quantity	Unit	Unit Price	Total Price
<b>NORTHERN VIRGINIA CONSERVATION TRUST</b>					
01	Weekly Crew Rate	1.00	EACH	\$12,400.00	\$12,400.00
02	Daily Crew Rate	1.00	EACH	\$2,580.00	\$2,580.00
<b>CLIFTON BETTERMENT ASSOCIATION</b>					
03	Weekly Crew Rate	1.00	EACH	\$12,400.00	\$12,400.00
04	Daily Crew Rate	1.00	EACH	\$2,580.00	\$2,580.00
<b>PRIVATE LANDOWNERS</b>					
05	Weekly Crew Rate	1.00	EACH	\$12,400.00	\$12,400.00
06	Daily Crew Rate	1.00	EACH	\$2,580.00	\$2,580.00

**Notes:**

- EQR's proposed scope of work includes the following items outlined below:
  - Chemical and mechanical invasive plant species removal as specified in EQR's treatment plan
- The following items are not included in EQR's scope of work:
  - Traffic control
  - Debris removal
  - Permit fees or preparation
  - Wage Rates / Certified Payroll
  - MBE or other MFD participation percentages
  - Any insurance coverages or limits in excess of EQR's current coverages and limits, unless expressly stated as included
  - Any insurance endorsements other than blanket manuscript additional insured endorsements for both ongoing and completed operations as customarily issued by our carrier
  - All work outside the scope of the line items stated in this proposal
- This proposal, including any attachments, is proprietary and confidential. It is provided to the named recipient solely for purposes of evaluation for award of work to EQR. No further distribution, use or sharing of any proposal information is authorized.
- This proposal will remain in effect for 60 days from the date of issue.

**Payment Terms:**

Items of work will be invoiced based on percent complete. Payment will be expected within 30 days upon date of invoice. A monthly interest charge of 1.5% will be billed on all unpaid accounts (18%APR).

<p><b>ACCEPTED:</b>                  The above prices, specifications and conditions are satisfactory and are hereby accepted.</p> <p><b>Buyer:</b> _____</p> <p><b>Signature:</b> _____</p> <p><b>Date of Acceptance:</b> _____</p>	<p><b>CONFIRMED:</b>  <b>Environmental Quality Resources, LLC</b></p> <p><b>Authorized Signature:</b> _____</p> <p><b>Estimator:</b> Gary Hall</p>
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