

TREASURER MONTHLY REPORT

August 2025

COUNCIL MEETING – September 2, 2025

Meeting/Conference

NOVEC – will hold their annual meeting September 10, 2025, in Gainesville. The town is invited to attend or choose a proxy.

Virginia Investment Pool – will hold a meeting Friday, September 19th, 9:30am-3:30pm in Richmond. Town manager and/or Treasurer are encouraged to attend

Virginia Investment Pool will offer this fall fixed term portfolios – we can lock in for 3, 6, 9 or 12 months. I suggest the town inquire.

Other Payments – Previously approved by Council

- Green Valley Landscaping, invoice #58452 dated 7/30/2025 for lawn mowing sessions: \$1,175
- Bowman, invoices 502811 and 490528 for Streetscape Phase 2 ROW acquisition for \$3,348.84
- J2 Engineers, invoice #29248 for \$1,481.30
- Clifton VIP Cleaning – April-June 2025 for \$900.00

Requests for Approval of Payment

- Bowman, invoice# 506702 for Streetscape Phase 2 ROW Acquisition for \$1,175.68
- Harrison & Johnston, invoice# 85816 for various legal work for \$2,400.00
- Flag Disposal, invoice# 10237 for \$1,525:
 - Tuesdays 6/10-9/30 small cans 17 @\$50 per \$850
 - Saturdays 6/10-9/30 small cans 16 @\$25 per \$400
 - September big cans (1) @ \$275
- Flag Disposal, invoice #10238 for \$1800
 - 4th quarter Tuesdays 13 @\$50 per \$650
 - 4th quarter Saturdays 13 @\$25 per \$325
 - 4th quarter big cans 3 @\$275 \$825

	August '25	Month Budget	July '25 - June '26	YTD Budget	Annual Budget
OPERATIONS - FY25					
Income					
Taxes and Permits					
Town Permits and Licenses (ARB, Use, BPOL)	260	4,258	510	8,517	51,100
Town Meals Tax - NEW	24,897	18,750	48,502	37,500	225,000
All Other Tax and Permit (State, County, NVCTB)	4,174	3,604	7,598	7,208	43,250
Facility Rentals (Town Hall, Pink House, Parks)		346	100	692	4,150
Grants (Fire, Litter Control)		2,417		4,833	29,000
Events				0	
Celebrate Clifton Gala		0		0	0
Haunted Trail		2,917		5,833	35,000
Homes Tour		417		833	5,000
Interest Income	5,552	5,000	11,083	10,000	60,000
Other Income		0		0	0
Total Income	34,882	37,708	67,792	75,417	452,500
Expense					
Payroll Expenses	11,443	13,034	22,886	26,068	156,406
Contractual				0	
Town Government (Prof fees, dues, web, storage)	1,826	10,354	9,693	20,708	124,250
Facilities (Town Hall, Pink House & Parks)	1,529	5,225	3,481	10,450	62,700
Services (Landscape, trash, electric)	1,476	3,658	3,407	7,317	43,900
Grants (Fire, Litter)		2,417	932	4,833	29,000
Events		2,342		4,683	28,100
Committees	360	1,388	1,363	2,775	16,650
Commodities	41	254	41	508	3,050
Other (Council Approval Required)					
Total Expense	16,674	38,671	41,802	77,343	464,056
Net Income from Operations	18,208	(963)	25,990	(1,926)	(11,556)
CAPITAL IMPROVEMENTS/TOWN FUNDED (NON-GRANT) - FY25					
Expense					
Town-Funded Projects		11,833		23,667	142,000
Harris & 8 acre parks improvements, signs, parking and trash enclosure					
Net Income - CIF Funds/Town Funded	500	(11,833)	500	(23,667)	(142,000)
CAPITAL IMPROVEMENTS/GRANT INCOME - FY25					
CIF Income					
CIF - Reimbursement from VDOT		133,333		266,667	1,600,000
		0		0	
CIF Expenses					
Processing Easements		0		0	0
Streetscape 2A - Preliminary Engineering		0		0	
Streetscape 2A - Right of Way	4,830	0	5,395	0	
Streetscape Phase 2A Construction		166,667		166,667	2,000,000
Total CIF Expenses	4,830	166,667	5,395	166,667	2,000,000
Net Income - CIF Funds/Grant	(4,830)	(33,333)	(5,395)	100,000	(400,000)
Consolidated Net Income	13,879	(46,130)	21,095	74,407	(553,556)

Town of Clifton
Account Balances
FY26

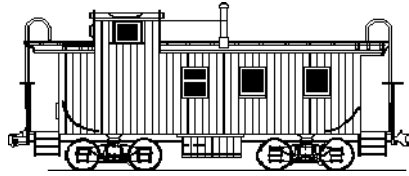
		8/31/2025			Notes
ASSETS					
Current Assets					
Checking/Savings					
United Bank - Haunted Trail Account		10,626.97			
United Bank - Events Acct		3,210.80			
United Bank - Checking		74,811.92	Min Bal \$2,500	"Chairman's Club"	
United Bank - Security Deposit		3,117.93			
United Bank - Money Market Savings		239,510.30	Min Bal \$15,000		
Investments-LGIP		1,338,227.07			
Total Checking/Savings		1,669,504.99			

Town of Clifton CARES Summary - SLGRF

Total Received SLGRF 303,992.00

	Obligated as of 12/31/24	Expended as of 8/31/25	Dates
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	\$ 74,282.75	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	\$ 3,348.00	9/1/24-6/30/26
	\$ 303,992.00	\$ 265,093.25	

Remaining - as of 12/31/24



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

September 1, 2025

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. Roadway Construction Project – Holding. Waiting on completion of the Duct Bank Construction.
- B. Duct Bank Construction Project – The Project received the authorization to advertise letter from the Central Office on August 4. On August 11th the Mayor received a letter from Terry Short approving the extension of the deadline for advertising the Duct Bank Project to September 30, 2025 and the extension of the deadline for the advertising of the roadway Project to April 30, 2026.
- C. Advertisement – The Project was advertised on August 12, 2025. The Project Team utilized the eVA website. The due date for the open bids is September 25, 2025. The Project Team would like to have a Special Public Meeting for the opening of the Bids at 7:30pm on August 25, 2025.
- D. Easements – All easements have been recorded.
- E. Utilities – A response is still pending from Verizon and Cox Communications. A response was received from NOVEC. They offered some amendments to the agreement. They were minor and the amended agreement was returned to NOVEC with comments that corrected a few items that are believed to be unintentional. The Project Team is waiting for a response.

A final plan and estimate was received from all the utility companies. These were submitted to VDOT for their approval which is in lieu of requiring a separate land use permit. Approval was received from VDOT on August 26, 2025. Each utility company received a letter for Authorization for Facility Relocation.

Verizon has begun the process of mining the existing copper lines. They have tagged the lines with a red ribbon. The Project Team is waiting for Verizon to provide a schedule.

- F. Railroad Coordination - The Town continues to have communication through Keyana Holloway with Norfolk Southern.

The Project Team is waiting for a final amendment 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.

- G. Construction Services Approval – The Project Team is reviewing the proposed change orders received from CES. A final resolution is still pending along with a change order from J2. These will be presented to the Town Council prior to the Special Public Meeting for approval. As a reminder these change orders will include all services required through the end of both Projects.

Needed actions for Project by the Town Council

Approval of Project Invoices.

Schedule Special Public Meeting on September 25, 2025

Susan Yantis & Geri Yantis

Streetscape Project - Project Managers