

TOWN OF CLIFTON FORGE

547 MAIN STREET · P. O. BOX 631
CLIFTON FORGE, VIRGINIA 24422
(540) 863-2500 / 2501 · FAX (540) 863-2534

**TOWN COUNCIL AGENDA
TOWN OF CLIFTON FORGE, VIRGINIA
TUESDAY, MARCH 10, 2026, 7 P.M.
CLIFTON FORGE TOWN COUNCIL CHAMBERS
547 MAIN STREET**

INVOCATION

PLEDGE OF ALLEGIANCE

CALL TO ORDER

APPROVAL OF MINUTES

Minutes Council Meeting February 10, 2026

RECOMMENDATION: Approve the minutes for February 10, 2026.

ACTION ITEMS

1) Department Reports

- Code Enforcement
- Police Department
- Public Works
- Library
- Water Plant
- Fire Department
- Director of Planning & Community Development

RECOMMENDATION: Approve the reports as submitted and written.

- 2) To consider approval of a proclamation declaring April as Clean Up Month in the Alleghany Highlands.

RECOMMENDATION: Approve the proclamation.

- 3) To consider a request from Alleghany Highlands Community Services to close Church Street between Jefferson Ave and Commercial Ave on March 28, 2026, from 6 am-5 pm for the Developmental Services Awareness Festival.

RECOMMENDATION: Approve the request.

- 4) CFMS requests the closure of Church Street from Jefferson Street to Commercial Avenue on May 16, 2026, at 10:00 a.m., for the Triathlon event.

RECOMMENDATION: Approve the request.

- 5) CFMS requests the closure of Roxbury to Ridgeway Street, including Commercial Avenue from Ridgeway to Main Street, on Saturday, April 4th from 10:45 a.m. until approximately noon, for the Easter Bonnet/Hat Parade.

RECOMMENDATION: Approve the request.

- 6) To consider an appointment to the Economic Development Authority to fill the vacant seat of Jason Helmtoller

RECOMMENDATION: Approve the appointment.

- 7) Thank you letter from Lamona West for sponsorship of the Black Excellence Ball

- 8) To consider the disposition of three properties which are owned by the Town of Clifton Forge. An offer for the properties has been submitted.

RECOMMENDATION: Schedule a public hearing.

- 9) To consider approval of a resolution adopting the Hazard Mitigation Plan for the Town of Clifton Forge.

RECOMMENDATION: Approve the resolution to adopt the Hazard Mitigation Plan for the Town of Clifton Forge.

- 10) To consider naming Saturday, April 18, 2026, as the Town of Clifton Forge's Community Clean-Up Day

RECOMMENDATION: Approve naming Saturday, April 18, 2026, as the Town of Clifton Forge's Community Clean-Up Day.

- 11) To consider approval of a Letter of Support for the reservoir grant.

RECOMMENDATION: Approve the Letter of Support.

UPDATE FROM DOUTHAT FRIENDS AND AHTA-David Elwood

MANAGER'S COMMENTS

PUBLIC COMMENTS

COUNCIL COMMENTS

NEW BUSINESS/IF APPLICABLE

CLOSED SESSION

The Council for the Town of Clifton Forge will enter into closed session pursuant to Virginia Code Section 2.2-3711 (A) (7) for legal counsel consultation.

ADJOURNMENT

UPCOMING EVENTS

March 13 7-9 pm Historic Masonic Theatre The Mountain Opry
Presents: Lorrie Morgan

March 14 5:30-11 pm Homestead 47th Annual Chamber Dinner &
Awards Ceremony

March 16 6-7 pm Friends of the Library Clifton Forge Public Library

March 17 5 pm CSOTA Shortest St. Patrick's Day Parade

March 20 7-9 pm CFSOTA Bluegrass Jam Session

March 21 10 am-4 pm C&O Railway Heritage Center 2026
George Washington Train Show

March 25 11 am-1 pm MGCC Lunch & Learn

March 28 8 am-12 pm Douthat State Park Kid's Fishing Day

March 28 7 pm-9 pm Historic Masonic Theatre Sale on Beach
Boys Tribute

April 11 12 pm-12:30 pm Historic Masonic Theatre Kaye
England's "Lockwood Manor" Quilt Raffle

Zoning/Property Maintenance/Code

February 2026

5 Complaints-Outdoor Storage

1- Letter sent for outdoor storage

6 Zoning questions

2 ongoing complaints

2 follow up inspections.

Brad Balser

A handwritten signature in black ink, appearing to be 'Brad Balser', with a long horizontal flourish extending to the right.

**CLIFTON FORGE
POLICE DEPARTMENT**

**** MONTHLY REPORT ****

FEBRUARY 2026

ADULT ARREST

CRIMINAL ARRESTS- FELONY

1 CAPIAS
1 BREAKING & ENTERING TO COMMIT CERTAIN MISDEMEANOR
1 MALICIOUS BODILY INJURY 3 PRELIMINARY PROTECTIVE ORDER
1 SEARCH WARRANT

CRIMINAL ARRESTS – MISDEMEANOR

3 ASSAULT ON FAMILY 1 BURNING BRUSH
1 DRUNK IN PUBLIC 3 EMERGENCY CUSTODY ORDER
6 EMERGENCY PROTECTIVE ORDER
1 TRESPASSING 2 TEMPORARY DETENTION ORDER
1 VIOLATE PROTECTIVE ORDER

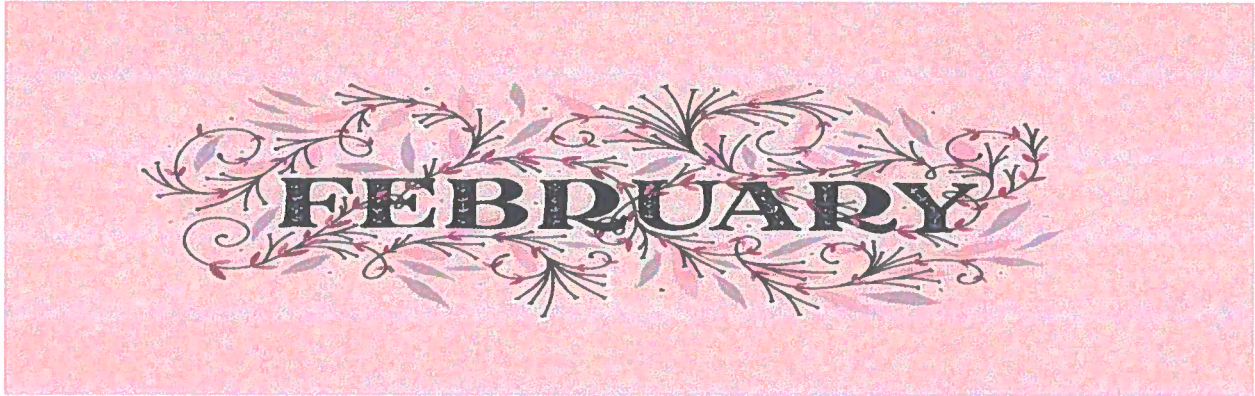
TRAFFIC ENFORCEMENT

1 DWI-DRUG 2ND OFFENSE WITHIN 5-10 YEARS
1 OPERATE VEHICLE WITH LOAD ESCAPING

CRIMINAL ARRESTS – FELONY (JUVENILE)

CRIMINAL ARRESTS – MISDEMEANOR (JUVENILE)

	FEB 25	25 YTD	FEB 26	26 YTD
ADULT CRIMINAL ARRESTS	*****	*****	*****	*****
FELONY	11	17	8	12
MISDEMEANOR	9	20	18	37
JUVENILE CRIMINAL ARRESTS	*****	*****	*****	*****
FELONY	0	0	0	0
MISDEMEANOR	0	0	0	0
TRAFFIC SUMMONS ISSUED	33	48	2	3
PARKING VIOLATIONS	0	7	0	0
COMPLAINTS RESPONDED TO	299	618	245	549
PUBLIC WORKS COMPLAINTS	13	28	8	14
CITIZENS/BUSINES REQUEST-CHECKLIST	38	91	278	659
BURGULAR ALARMS PROCESSED	1	3	0	0
ACCIDENT INVESTIGATED	0	2	5	11
REQUEST TO UNLOCKED MOTOR VEHICLES	5	12	5	14
REQUEST TO UNLOCK HOMES/BUSINESSES	0	0	0	0
ESCORTS PROVIDED	4	6	3	10
COURT DOCUMENTS PROCESSED	18	37	35	61
UNSECURED PROPERTY	0	0	0	0
MILES TRAVELED BY DEPARTMENT	4,082	8,029	6,330	12,460
TRANSPORTS	*****	*****	*****	*****
TO REGIONAL JAIL	*****	*****	*****	*****
NUMBER OF TRANSPORTS	7	9	4	9
TOTAL MILEAGE	168	216	96	217
MAN-HOURS	6 HRS 32 MINS	8 HRS 15 MINS	4 HRS 37 MINS	9 HRS 38 MINS
TO MENTAL FACILITY	*****	*****	*****	*****
NUMBER OF TRANSPORTS	3	3	3	3
TOTAL MILEAGE	388	388	449	449
MAN-HOURS	6 HRS 2 MINS	6 HRS 2 MINS	8 HRS 41 MINS	8 HRS 41 MINS
ANIMAL CONTROL	*****	*****	*****	*****
COMPLAINTS RESPONDED TO	31	57	26	72
ANIMALS PLACED IN SHELTER	6	10	0	7
DOGS	4	7	0	4
CATS	2	3	0	3
SUMMONS ISSUED	2	2	0	0
ANIMAL BITES INVESTIGATED	0	0	0	4
ANIMALS RETURNED TO OWNER	0	0	0	2
DOGS	0	0	0	2
CATS	0	0	0	0
OTHER	0	0	0	0
ANIMALS RETURNED TO THE WILD	0	0	0	0



Monthly Report

February 2026

What a busy month!

We worked and repaired multiple water leaks throughout town. Along with sewer back up that needed attention and taking care of the Route 60 pump station.

We were beginning to wonder if the piles of ice would even melt. Spring can not get here soon enough.

There were no burials for the month of February, but our crew were busy cleaning up around the cemeteries.

The fence alongside the library has been replaced, we continue to hang the Road of Honor banners throughout town and surrounding areas.

Bulk and Brush

The Town of Clifton Forge Public Works Dept. will resume its Bulk and Brush pickups beginning in April and will continue through the month of September. Bulk will be picked up on the first Tuesday of every month and Brush will be picked up on the third Tuesday of every month. We will suspend Bulk and Brush pickups after September to start leaf pickup in October.

All pickups regardless of whether it being brush or bulk will be limited in size. We will pick up NO more than a pickup truck load at each address. We will not be coming back to pick up more, only one pickup per request, per month.

The following is the schedule for Bulk and Brush pickup. The public is reminded to call the Public Works office at 540-863-2517 to get on the list for Bulk and Brush pickup if you call and there is no answer, please leave a message with your address and where, (example, Front, Side, Alley Etc.) the Bulk or Brush is located and we will put you on the list.

April 7st Bulk pickup
May 5th Bulk pickup
June 2nd Bulk pickup
July 7st Bulk pickup
Aug. 4th Bulk pickup
Sept. 1st Bulk pickup

April 21th Brush pickup
May 19th Brush pickup
June 16th Brush pickup
July 14th Brush pickup
Aug. 18th Brush pickup
Sept. 15th Brush pickup

MONTHLY REPORT

Feb-26

DEPARTMENT	WEEK	OT HOURS	MEN	COMMENTS
CEMETERY	2/1/2026	0		
	2/9/2026	0		
	2/16/2026	0		
	2/23/2026	0		
	Total	0	0	
SEWER I & I	2/1/2026	0		
	2/9/2026	0		
	2/16/2026	0		
	2/23/2026	0		
	Total	0	0	
WATER	2/1/2026	1	6	water leak commercial ave
	2/9/2026	2	1	turn water off
	2/16/2026	0		
	2/23/2026	0		
	Total	3	7	
BLDGS/GRDS	2/1/2026	8	1	compactor
	2/9/2026	8	1	compactor
	2/16/2026	8	1	compactor
	2/23/2026	10	2	compactor,unlock armory
	Total	34	5	
STREETS	2/1/2026	1	1	work on truck
	2/9/2026	0		
	2/16/2026	0		
	2/23/2026	0		
	Total	1	1	
Grand Total	38	12		

Total of OT hours for the month

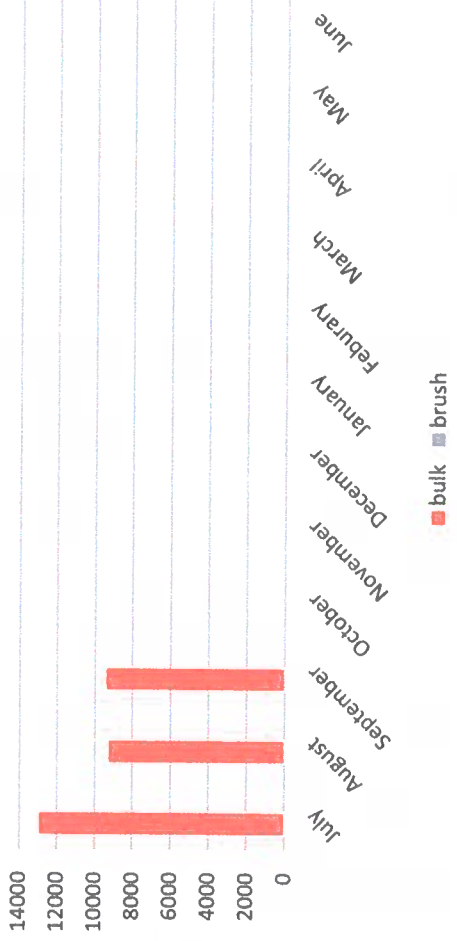
MONTHLY REPORT

Feb-26

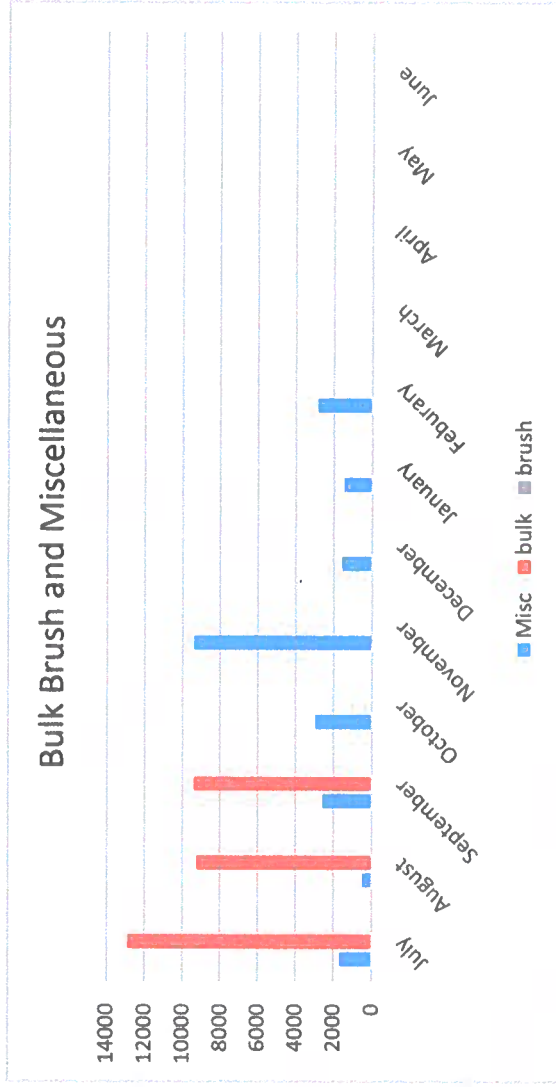
DEPARTMENT	WEEK	OT HOURS	MEN	COMMENTS
CEMETERY	2/1/2026	0	0	
	2/9/2026	0	0	
	2/16/2026	0	0	
	2/23/2026	0	0	
	Total	0	0	
SEWER I & I	2/1/2026	0	0	
	2/9/2026	2	2	sewer backup 909 Acacia
	2/16/2026	6	4	sewer backup 612 pine, 800douglas, Court
	2/23/2026	2	1	sewer backup Linden
	Total	10	7	
WATER	2/1/2026	1	5	water leak 400 blk of Commercial
	2/9/2026	0	0	
	2/16/2026	6	3	water leak 105 church, 809 pine, 802 park
	2/23/2026	0	0	
	Total	7	8	
BLDGS/GRDS	2/1/2026	0	0	
	2/9/2026	2	1	unlock armory
	2/16/2026	2	1	unlock armory
	2/23/2026	6	2	unlock armory, compactor
	Total	10	4	
STREETS	2/1/2026	0	0	
	2/9/2026	0	0	
	2/16/2026	0	0	
	2/23/2026	0	0	
	Total	0	0	
Grand Total	17	12		

Total of OT hours for the month

Bulk and Brush FY2025-2026



	July	August	September	October	November	December	January	February	March	April	May	June
Misc	1660	480	2560	2940	9360	1540	1460	2820				
bulk	12860	9240	9360	0	0	0	0	0	0	0	0	0
brush	0	0	0	0	0	0	0	0	0	0	0	0



Clifton Forge Public Library

Director's Report

February 2026

The library was available for both in-person and curbside service. The curbside service had two patrons utilize it. E-book usage continued to be popular with 151 patrons checking out e-books. The Alleghany Highlands Democratic Party held a single meeting. The Library Board and the Friends of the Library did not meet due to inclement weather. The Chair Yoga group met four times. A local religious organization held 1 meeting. There were 6 tutoring sessions held. There were two private meetings held. Pre-school Storytime did not meet due to inclement weather.

FY 2025	July	August	September	October	November	December	January	February	March	April	May	June	CUM FY 25
Donations	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00					
Book Sales	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00					
Fax Charges	\$77.50	\$81.50	\$79.00	\$77.00	\$44.50	\$58.50	\$79.50	\$108.00					
Fines	\$69.10	\$31.40	\$33.10	\$25.30	\$42.40	\$23.20	\$33.50	\$34.70					
Replace book	\$32.00	\$31.97	\$19.57	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00					
Replace car	\$0.00	\$0.00	\$2.00	\$0.00	\$2.00	\$2.00	\$0.00	\$0.00					
Non-Reside	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00					
Print-outs	\$102.00	\$100.00	\$105.00	\$197.30	\$100.00	\$104.00	\$97.00	\$112.00					
Total	\$280.60	\$244.87	\$236.67	\$299.68	\$186.90	\$187.70	\$210.00	\$254.70					
FY 2024	July	August	September	October	November	December	January	February	March	April	May	June	CUM FY24
Donations	\$0.00	\$0.00	\$40.00	\$0.00	\$0.00	\$0.00	\$1,300.00	\$25.00	\$0.00	\$15.00	\$0.00	\$0.00	\$1,340.00
Book Sales	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Fax Charges	\$87.50	\$107.00	\$90.00	\$69.50	\$116.50	\$84.50	\$111.50	\$109.50	\$115.00	\$112.00	\$123.00	\$68.50	\$1,194.50
Fines	\$74.40	\$61.80	\$76.10	\$22.30	\$203.70	\$60.90	\$141.80	\$57.75	\$141.25	\$28.90	\$81.20	\$68.28	\$1,018.38
Replace Car	\$4.00	\$10.00	\$2.00	\$6.00	\$0.00	\$2.00	\$2.00	\$2.00	\$0.00	\$2.00	\$2.00	\$0.00	\$32.00
Lost Books	\$14.99	\$2.00	\$0.00	\$3.75	\$0.00	\$33.00	\$2.00	\$13.20	\$0.00	\$0.00	\$0.00	\$35.00	\$103.94
Non-Reside	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Print-outs	\$92.00	\$75.00	\$70.00	\$85.00	\$76.65	\$90.00	\$83.00	\$93.00	\$104.75	\$145.00	\$148.20	\$111.00	\$1,173.60
Total	\$272.89	\$275.80	\$278.10	\$186.55	\$396.85	\$237.40	\$1,640.30	\$300.45	\$361.00	\$302.90	\$354.40	\$282.78	\$4,861.42

Library ITEMS checked out & categorized by Patron Code (Geographic area & patron type)

FY 2025	July	August	Sept.	October	November	December	January	February	March	April	May	June	Cum FY 25
CF Adult	746	814	595	554	511	527	684	570					
CF Juvenile	221	205	79	138	98	118	124	147					
Allegh. Adu	366	263	336	262	273	294	282	282					
Allegh. Juv.	44	29	16	15	9	3	4	6					
NR Adult	126	87	59	34	23	40	31	32					
NR Juvenile	72	10	6	3	2	10	5	3					
# ITEMS O	1575	1414	1097	1020	916	1002	1136	1040					
FY 2024	July	August	Sept.	October	November	December	January	February	March	April	May	June	CUM FY24
CF Adult	862	1135	739	894	899	710	814	948	783	1011	907	1004	10766
CF Child	270	174	86	101	70	100	87	92	100	115	123	178	1496
Allegh. Adu	693	600	402	365	392	321	462	602	380	484	441	556	5698
Allegh. Juv.	48	58	32	3	11	30	17	15	10	9	12	38	283
NR Adult	62	57	64	40	56	29	75	41	43	78	80	74	283
NR Juv.	7	59	2	12	17	0	5	19	13	4	3	14	155
# Items Out	1942	2083	1325	1415	1445	1190	1460	1717	1329	1701	1567	1875	18681

Number of PATRONS checking out library materials; categorized by geographic area & patron type

FY 2025	July	August	Sept.	October	November	December	January	February	March	April	May	June	Cum FY 25
CF Adult	123	130	111	103	94	95	96	92					
CF Juvenile	25	25	16	16	19	19	19	20					
Allegh. Adu	57	46	49	55	39	44	51	46					
Allegh. Juv	8	10	5	1	3	2	2	2					
NR Adult	19	20	17	11	8	11	11	10					
NR Juvenil	6	5	2	1	1	1	3	1					
Total Patro	238	236	200	188	164	172	182	171					
FY 2024	July	August	September	October	November	December	January	February	March	April	May	June	CUM FY24
CF Adult	123	127	104	124	130	114	113	137	110	113	132	133	1460
CF Juvenile	28	27	16	12	10	14	17	17	16	18	18	26	219
Allegh. Adu	65	80	47	52	48	51	53	52	49	64	58	70	689
Allegh. Juv	10	8	5	2	3	4	6	6	4	3	2	6	59
NR Adult	17	17	16	12	11	10	15	15	15	15	14	13	166
NR Juv.	1	2	2	1	1	0	2	1	1	2	2	2	17
Total Patro	244	260	190	203	203	192	205	228	195	215	226	250	2610

Borrower counts, circulation trans.

FY 2025	July	August	September	October	November	December	January	February	March	April	May	June	Cum FY 25
Borrowers	238	236	200	188	164	172	182	171					
New Regist	24	28	19	21	15	9	6	9					
Transaction	3094	2948	2124	2034	1782	2469	2226	2352					
Wifi	386	394	375	412	390	308	360	350					
W/drawn b	1	131	3	0	75	315	132	291					
PAC Login	44	42	19	48	23	27	21	11					
W/D Patron	4	1	0	0	134	465	282	213					
Computer U	281	270	136	178	117	180	155	215					
E-book Cir	310	320	239	198	194	170	175	151					
FY 2024	July	August	September	October	November	December	January	February	March	April	May	June	CUMFY24
Borrowers	244	260	190	203	203	192	205	228	195	215	226	250	2611
New Regist	18	31	12	21	9	14	20	21	14	24	15	15	214
Transaction	3485	3911	2632	2503	2689	2327	2754	3124	2643	3077	2990	3572	35687
WiFi	403	501	487	313	344	312	409	449	452	493	656	675	5494
Withdrawn	17	1	29	34	7	1	10	21	639	1019	176	65	1999
PAC Logins	40	52	27	26	27	33	32	23	26	27	26	17	356
W/D Patron	0	1	0	2	0	8	0	3	0	0	1	2	17
Computer U	244	270	254	195	168	164	142	206	153	181	166	267	2410
E-book Cir	251	236	242	184	214	192	221	224	229	241	252	283	2769

NEW TITLES ADDED

FY 2025	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	June	Cum 25-26
FY 2025	109	105	84	138	61	70	86	90					
FY 2024	190	200	119	204	117	97	107	132	126	175	153	174	1794

MICHAEL ARMSTRONG COMMUNITY MEETING ROOM ATTENDANCE

FY 2025	Jul.	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	June	CM FY 25
FY 2025	159	183	85	182	68	128	80	53					
FY 2024	58	76	123	90	87	157	66	129	122	136	149	66	1267

Monthly Operations Report
Clifton Forge WTP
3.3.2026
Tony Kimberlin, Manager

Greetings from your water plant. February had a little bit of everything weather wise. Rain, snow and beautiful sunny days. Sunny days don't affect us much but rain, snow and ice can create treatment issues but the water plant team is up for the challenge and we take a lot of pride in our ability to conquer these weather issues to provide our customers with the best water quality possible.

The new water line is nearing completion as the contractor is digging to install the final connection as I am writing this report. This line replacement has been needed for some time now and we are excited now that it is nearing completion. We appreciate council and our town manager working to get this done.

All sampling for this sampling period has been performed and all samples have been within regulation standards.



CLIFTON FORGE FIRE DEPARTMENT

701 CHURCH STREET

CLIFTON FORGE, VIRGINIA 24422

540-863-2516 PHONE

540-863-2542 FAX

03/04/2026

To. Town council

The fire department has been busy as usual we have run a total of 64 calls for service in the month of February out of the 64 calls, 6 were fire related service, the rest being EMS calls. Also, we conducted interviews and practical skills evaluations for the 6 full time positions on February 23,2026. We had 12 applicants in total and interviewed 10 of those folks and we have successfully hired our 6 people for the positions we will have a orientation on March 9TH to get these firefighters/EMTs started in their new career. Thanks again to Town Council for approving these positions as I feel that it will be a great benefit to the town and its citizens.

Incident times dispatch call creation date/time	Core incident number	Core primary incident type
2/22/2026 2:50:44 PM	26-0192	Fall
2/23/2026 8:38:17 AM	26-0193	Abdominal pain / problems
2/24/2026 6:19:20 AM	26-0194	Breathing problems
2/24/2026 9:07:40 AM	26-0195	Chest pain (non-trauma)
2/24/2026 10:16:56 AM	26-0196	Headache
2/24/2026 10:50:57 AM	26-0197	Altered mental status
2/24/2026 12:28:53 PM	26-0198	Motor vehicle collision
2/24/2026 9:16:01 PM	26-0199	Cardiac arrest
2/24/2026 9:21:34 PM	26-0200	No Data
2/25/2026 1:11:11 AM	26-0201	Breathing problems
2/25/2026 4:02:35 AM	26-0202	Motor vehicle collision
2/25/2026 2:42:55 PM	26-0203	Breathing problems
2/25/2026 5:42:01 PM	26-0204	Sick case
2/26/2026 7:07:31 AM	26-0205	Breathing problems
2/26/2026 11:59:52 AM	26-0206	Electrical hazard / short circuit
2/26/2026 12:12:44 PM	26-0207	Sick case
2/26/2026 12:49:41 PM	26-0208	Sick case
2/26/2026 5:04:55 PM	26-0209	Chest pain (non-trauma)
2/27/2026 11:35:52 AM	26-0210	Fall
2/27/2026 12:04:25 PM	26-0211	Electrical hazard / short circuit
2/27/2026 8:48:28 PM	26-0213	No Data
2/27/2026 9:36:18 PM	26-0212	Chest pain (non-trauma)
2/27/2026 11:35:48 PM	26-0214	Chest pain (non-trauma)
2/28/2026 5:49:18 AM	26-0215	Malfunctioning alarm
2/28/2026 7:23:16 AM	26-0216	Nausea / Vomiting
2/28/2026 11:00:35 AM	26-0217	Fall
2/28/2026 12:49:30 PM	26-0218	Diabetic problems
2/28/2026 1:12:28 PM	26-0219	Cardiac arrest
2/28/2026 2:13:31 PM	26-0220	Altered mental status
2/28/2026 4:31:27 PM	26-0221	Wildfire - wildland

Incident times dispatch call creation date/time	Core incident number	Core primary incident type
2/1/2026 9:12:12 AM	26-0124	Fall
2/1/2026 10:38:18 AM	26-0125	Breathing problems
2/1/2026 12:46:05 PM	26-0126	Gas leak / gas odor
2/1/2026 3:29:29 PM	26-0127	Fall
2/2/2026 8:15:51 AM	26-0128	No Data
2/2/2026 8:19:40 AM	26-0129	Altered mental status
2/2/2026 12:15:58 PM	26-0130	Breathing problems
2/2/2026 5:57:28 PM	26-0131	Fall
2/3/2026 2:06:42 PM	26-0132	Diabetic problems
2/3/2026 3:27:10 PM	26-0133	Abdominal pain / problems
2/4/2026 12:14:20 PM	26-0134	Fire / smoke alarm
2/5/2026 11:13:01 AM	26-0135	Fall
2/5/2026 1:00:42 PM	26-0136	Sick case
2/5/2026 6:44:08 PM	26-0137	Sick case
2/5/2026 11:35:40 PM	26-0138	Cancelled
2/6/2026 10:47:08 PM	26-0139	Diabetic problems
2/8/2026 1:24:12 PM	26-0140	Lift assist
2/8/2026 6:01:56 PM	26-0141	Citizen assist / service call
2/8/2026 6:46:48 PM	26-0142	Sick case
2/8/2026 11:53:50 PM	26-0143	Sick case
2/9/2026 2:29:20 AM	26-0144	Sick case
2/9/2026 4:12:26 AM	26-0145	Sick case
2/9/2026 5:12:49 AM	26-0146	Fall
2/9/2026 8:58:35 PM	26-0147	Chest pain (non-trauma)
2/10/2026 11:28:59 AM	26-0148	Sick case
2/10/2026 1:19:59 PM	26-0149	Fall
2/10/2026 6:05:01 PM	26-0150	Gas leak / gas odor
2/11/2026 6:14:33 AM	26-0151	Unconscious victim
2/11/2026 1:18:02 PM	26-0152	Chest pain (non-trauma)
2/11/2026 5:06:08 PM	26-0153	Convulsions / seizures
2/11/2026 6:21:51 PM	26-0154	Sick case
2/11/2026 7:52:18 PM	26-0155	Chest pain (non-trauma)
2/12/2026 4:50:17 AM	26-0156	Hemorrhage / laceration
2/12/2026 8:36:11 AM	26-0157	Chest pain (non-trauma)

**Department of Planning & Community Development
Report to Town Council**



March 10th, 2026

Good evening, Members of Town Council,

Here are some updates on key long-term initiatives we are actively working towards as of March 4th, 2026.

Downtown Revitalization

- We received the draft Community and Economic Development Strategic Plan from RVARC this month and shared it with Council and the Planning Commission for review. Two Planning Commission members provided comments, which we combined with staff's to send to RVARC.
 - Due to staffing changes, RVARC now anticipates the final adoption presentation to be held during the May Council meeting.
- Branding project – The branding unveiling event was held February 11th from 5 to 6pm at the Historic Masonic Theatre. There was a great turnout, and we look forward to implementing the brand into our community. We are also in the process of closing out this grant with DHCD. Our entire brand system is available on our website as an open-source resource for the community to use responsibly.
- We have received a \$75,000 Planning Grant from DHCD to do a downtown master plan. Once we receive the contract from DHCD, we will issue an RFP for this project.
- Business Spotlights: This month, we highlighted Garlynda's Fancy Feet and AmeriCare Plus Alleghany In-Home Personal Care Agency. Business Spotlights are posted on our website, social media, with the Alleghany Journal, with the Virginian Review, and in the AHEDC monthly newsletter. We have also partnered with Hawt Stuph & Wicked Wieners for a donut promotion.

Housing Development & Revitalization

- Now that we have closed out the Housing Needs Assessment/Local Market Assessment grant with Virginia Housing, we plan to submit another planning grant to assess the feasibility of upper-level apartments in the downtown district.
- The Town of Clifton Forge is officially a part of the Housing Adopters Program under the Housing Supply Accelerator Challenge, an initiative of National League of Cities and the

American Planning Association. Our local team roster includes representatives from town staff, town residents, Alleghany County, and the City of Covington.

Lodging Needs Assessments

- We have provided SERCAP with edits to the final report, which we should receive this month. Then we will get it formatted into an aesthetically-pleasing template that aligns with our brand system for public use.

Building & Site Redevelopment

- Jefferson School: This month we held a kickoff with the Jefferson School Partners, their architects, engineers, and general contractor. Construction is expected to begin this summer.
 - This past month we also submitted: a pre-application for DHR's BIPOC grant (final application opens in July), a grant to the National Trust for Historic Preservation for \$150,000, and an application from the Pomeroy Foundation for a historical marker. We are also coordinating with DHCD on the possibility of applying for an IRF grant/loan in the coming months.
- 608 Main Street: Stabilization work has been completed, and we are in the process of closing out the grants that covered this work.
- Yard Office Building: We have signed a Purchase Agreement for the Yard Office building and are officially in the due diligence period. We are awaiting required paperwork from Amtrak that is required prior to closing. The EDA voted to hire Zack Miller with VCDC Development Works to serve as a development advisor for the project.
- The BAD Buildings Inventory team is scheduled to hold a community meeting on March 19th to share their findings.

Transportation Efforts

- We received a grant from the Virginia Department of Health for \$8,000 to participate in the Virginia Walkability Action Institute. We are using these funds to study pedestrian safety opportunities between the Mountain View Apartments/Clifton Woods Apartments and the Kroger/CVS shopping center. This month, we applied for AARP funding to supplement this project and should receive notice in May. On March 5th, we are conducting a walk audit with the project team and members of the VWAI.
- We worked with RVARC and regional partners to submit a grant to the Department of Rail and Public Transportation for a microtransit feasibility study for the Alleghany Highlands.
- We have submitted an application to RVARC for an updated Bike and Pedestrian Plan. If awarded, this would be conducted in FY27.

Other Grants Updates

- We received \$2.9 million in Congressionally-Directed Spending for the All-Abilities Park. While we are still awaiting our first meeting with our HUD representative to kick off this process, we are very much looking forward to this transformational project. As soon as we meet with our HUD rep, we will issue a community survey to assess the preferred location of the park.
- DCR grant in the amount of \$148,400.00 for a restroom facility at the Smith Creek: environmental and historical reviews almost completed. We should begin construction late spring or early summer.

Misc.

- I am participating in the 2026 cohort of the Community Investment Training program, offered by the Federal Reserve Bank of Richmond's Rural Investment Collaborative. The program will run through June.
- I have been invited to speak at the 2026 National Community Investment Conference in Pheonix, Arizona, in March. This conference is hosted by the Federal Reserve Bank.
- I attended a Small-Scale Development Workshop in Danville and a Virginia Housing Work Session in Lexington this month.
- Tree plantings at the Smith Creek/Sensory Trail, Booker T. Washington Park, Memorial Park, Reservoir Dam area, and the Reservoir Sediment Pond are scheduled for March or early April. These are entirely grant funded through the Virginia Department of Forestry.
- Restaurant Week (Feb. 20 – March 1) was a huge success. This was a collaboration between Olde Town Covington, Clifton Forge Main Street, Alleghany County, the City of Covington, and the Town of Clifton Forge. We are planning to host another Restaurant Week next year.

Respectfully Submitted,

Maria Saxton
Director of Planning & Community Development
Town of Clifton Forge





Resolution to Proclaim April as Clean Up month in the Allegheny Highlands

Whereas, clean communities are a source of pride for the Allegheny Highlands.

Whereas, we believe in keeping our environment litter free.

Therefore, be it resolved that the Allegheny County Board of Supervisors, Clifton Forge Town Council, Covington City Council, and Iron Gate Town Council designate April as cleanup month and support the Covington Woman's Club of GFWC and the Allegheny Highlands Chamber of Commerce and Tourism in cleanup efforts.

Furthermore:

Each citizen, as is able, is encouraged to clean up one bag of litter during the week of April 20-26.

Clubs, organizations, and businesses are encouraged to select a location for cleanup and to report the time and date to the Allegheny Highlands Chamber of Commerce.

Proclaimed this day, _____ by these representatives of members of the Allegheny County Board of Supervisors, Clifton Forge Town Council, Covington City Council, and Iron Gate Town Council:



Allegany Highlands Community Services

February 02, 2026

To the Clifton Forge Town Council,

I am requesting in this letter for the town of Clifton Forge to close Church Street between Jefferson Ave and Commercial Ave on March 28, 2026 from 6a-5p to help the Allegheny Highlands Community Services Board host a Developmental Services Awareness Festival in collaboration with the town of Clifton Forge.

Please see the attached flyer for further information on the event. Please contact me if you have any questions or need any additional information at the following contact listed below.

Thank you in advance,

A handwritten signature in black ink that reads "Kayla Douglas".

Kayla Douglas, M.A., QDDP/QMHP

Support Coordination Supervisor

Phone: 540-863-1620 ext. 103

Email: kdouglas@ahcsb.org

Administrative Services
205 E. Hawthorne Street
Covington, Virginia 24426
Phone: 540-965-2135
Fax: 540-965-6371

Mental Health & Substance Use Disorder Services
311 South Monroe Avenue
Covington, Virginia 24426
Phone: 540-965-2100
Fax: 540-965-2105

Intellectual Disabilities
543 Church Street
Clifton Forge, Virginia 24422
Phone: 540-863-1620
Fax: 540-863-1625



3rd Annual DEVELOPMENTAL SERVICES AWARENESS *Festival*

In collaboration with the Town of Clifton Forge, Allegheny Highlands Community Services will host a Developmental Services Awareness Festival on Church Street in Clifton Forge, VA.

**SATURDAY
MARCH 28TH
10AM-4PM**

- Food vendors**
Including Lunch, Desserts, Drinks, Etc.
- Activities**
Face Painting, Sensory Bins, Supportive Saturday Group, Kids Activities, Pictures with the Easter Bunny, etc
- Entertainment**
Dance and music performances throughout the day



*Join
us!*

 540-863-1620

 www.ahcsb.org

March 5, 2026

Dear Members of Council and Mr. Unroe,

Clifton Forge Main Street respectfully requests the closure of Church Street from Jefferson Street to Commercial Avenue at 10 a.m. on May 16, 2026, for the Triathlon event.

Thank you,

Kyla D. Crosier
Administrative Assistant
Clifton Forge Main Street

Clifton Forge Main Street

Chuck Unroe
Town Manager
PO Box 69
Clifton Forge, VA 24422

Dear Mr. Unroe,

Clifton Forge Main Street would like to hold our annual Easter Bonnet/Hat Parade on Saturday, April 4, 2026, at 11:00 a.m. The parade will begin at the 400 block of East Ridgeway Street and end on Commercial Avenue and Main Street. We are asking for this area to be closed off from 10:45 a.m. to approximately 12 p.m. to allow ample time to set up, judge the Easter bonnets, and clean up. Parade participants will assemble at the Jack Mason's Tavern & Brewery parking area. Men, women, children, and pets are invited to participate while wearing an Easter bonnet or hat of their own design.

Any awards, prizes, or candy given away will be individually wrapped and hand sanitizer will be provided.

We would like to ask the Town Council for a parade permit to allow us to do this.

Thank you for your support.

Sincerely,

Kyla Crosier
Administrative Assistant
Clifton Forge Main Street
862-2000

JACK MASON'S TAVERN & BREWERY

400 East Ridgeway Street • Clifton Forge, Virginia 24422

January 13, 2026

Clifton Forge Town Council Members
Town of Clifton Forge
547 Main Street
Clifton Forge, VA 24422

Dear Town Council Members,

I am writing to express my interest in serving on the Economic Development Authority for the Town of Clifton Forge. As a business owner and homeowner in Clifton Forge, I am committed to supporting efforts that strengthen our local economy and improve the overall business environment.

Through operating Jack Mason's Tavern & Brewery, I have gained practical experience in small business operations, tourism, marketing, workforce development, and community partnerships. I believe this perspective would be an asset to the Authority as it works to attract and retain businesses, support entrepreneurs, and enhance the town's economic vitality.

Thank you for your consideration. I would be honored to serve and am available to provide any additional information as needed.

Respectfully,



Ann Foster



FW: Position on Economic Development Authority

From Chuck Unroe <cunroe@cliftonforgeva.gov>

Date Mon 2/9/2026 10:41 AM

To Kyla Crosier <kcrosier@cliftonforgeva.gov>

From: Donna Beirne <dsbeirne@gmail.com>

Sent: Monday, February 9, 2026 10:22 AM

To: Chuck Unroe <cunroe@cliftonforgeva.gov>

Subject: Position on Economic Development Authority

Good morning,

I am writing to apply for a position on the Town of Clifton Forge's Economic Authority. I have lived on Palace Blvd in Clifton Forge since 1991. My cell number is 540-969-7139.

Thomas Beirne



February 2026

Greetings:

On behalf of the 2026 Clifton Forge Juneteenth Planning Committee, I want to express our deep appreciation for your very generous sponsorship of our first ever Black Excellence Ball fundraiser for this year's Clifton Forge Juneteenth Celebration.

We are hoping that this Ball will allow us, not only to raise funds for the Juneteenth Celebration, but also allow us to raise enough additional funds to add to the Jada Calendar Memorial Scholarship Fund to help deserving young black students in the community. It is your very generous contribution and the generous contributions of other donors like you, that will help us reach that goal.

Our entire committee is deeply grateful to you for supporting this effort.

Sent with Much Gratitude,

A handwritten signature in cursive script that reads "Lamona West".

Lamona West, Chair
Planning Committee
2026 Clifton Forge Juneteenth Celebration

Robert Calloway-Jones
28 county road Clifton forge VA
540-330-1492
Countryloc3@gmail.com
3/3/2026

To the town of Clifton forge VA

I am writing to formally express my interest in purchasing the town owned property located at 132000A0000210, 132000A0000190 and 132000A0000180. I intend to use this property to extend my yard next to my house. All three properties are listed valued at 1,000 apiece; I am offering to purchase each piece of land at 500 apiece. Thank you for considering my bid and for your time

Sincerely
Robert calloway-jones

Town of Clifton Forge, VA

RESOLUTION NO. _____

**A RESOLUTION OF THE ROANOKE VALLEY-ALLEGHANY REGIONAL COMMISSION
ADOPTING THE HAZARD MITIGATION PLAN 2025 UPDATE.**

WHEREAS the Commission recognizes the threat that natural hazards pose to people and property within the region; and

WHEREAS the Commission has prepared a multi-hazard mitigation plan, hereby known as the Hazard Mitigation Plan 2025 Update in accordance with federal laws, including the Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended; the National Flood Insurance Act of 1968, as amended; and the National Dam Safety Program Act, as amended; and

WHEREAS the Hazard Mitigation Plan 2025 Update identifies mitigation goals and actions to reduce or eliminate long-term risk to people and property in the region from the impacts of future hazards and disasters; and

WHEREAS adoption by the (local governing body) demonstrates its commitment to hazard mitigation and achieving the goals outlined in the (title and date of mitigation plan).

NOW THEREFORE, BE IT RESOLVED BY THE ROANOKE VALLEY-ALLEGHANY REGIONAL COMMISSION THAT:

Section 1. In accordance with (local rule for adopting resolutions), the (local governing body) adopts the (title and date of mitigation plan). While content related to (local government) may require revisions to meet the plan approval requirements, changes occurring after adoption will not require (local government) to re-adopt any further iterations of the plan. Subsequent plan updates following the approval period for this plan will require separate adoption resolutions.

ADOPTED by a vote of ____ in favor and ____ against, and ____ abstaining, this ____ day of _____, _____.

By: _____ (print name)

ATTEST: By: _____ (print name)

APPROVED AS TO FORM: By: _____ (print name)

2025 Hazard Mitigation Plan Staff Report and Executive Summary

The Hazard Mitigation Plan fulfills the Federal requirements for the Disaster Mitigation Act of 2000. The plan identifies hazards; estimates losses; and establishes community goals, objectives and mitigation activities that are appropriate for the Roanoke Valley-Alleghany region and the various organizations which are represented in the plan. The plan was last updated and adopted in 2019. These plans must be updated every five years. The 2019 plan expired in September 2024.

An adopted Hazard Mitigation Plan allows local governments to apply for disaster mitigation funds which become available following a natural disaster. In September 2024 Hurricane Helene struck Virginia and received a federal disaster declaration. Quick adoption of this plan update is important for those local governments which are applying for funds associated with the Hurricane Helene disaster.

This plan incorporates the following jurisdictions. All of these jurisdictions have been active participants in the plan.

Alleghany County
Botetourt County
Craig County
Roanoke County
City of Covington
City of Roanoke
City of Salem
Town of Buchanan

Town of Clifton Forge
Town of Fincastle
Town of Vinton
Roanoke Valley-Alleghany Regional Commission
Roanoke Valley Resource Authority
Western Virginia Water Authority

The plan also covers the geographic area of the Towns of New Castle and Iron Gate. While New Castle and Iron Gate did not meet the threshold of participation in this plan, their emergency services efforts operate jointly with Craig County and Alleghany County respectively.

Required Action

This plan requires adoption through resolution. Resolution text is enclosed.

Executive Summary

Chapter 1: The Hazard Mitigation Plan

This chapter provides a summary of the planning process and outlines opportunities for improvement in future iterations of the plan. Planning efforts began in 2024 and were completed in late 2025, with adoption expected in December 2025. One round of public input was held which included a public online survey and direct stakeholder outreach.

The chapter also lays out the adoption and implementation process. Participating governments agree to an annual update of project progress which will be facilitated by the Regional Commission.

Chapter 2: The Regional Profile

This chapter describes the planning region. Key factors included in the chapter are the existing infrastructure, topography, and economy, as well as a definition of critical and vulnerable facilities.

Chapter 3: Hazard Identification

Hazards identified in this chapter include:

Earthquake	Wildfire
Extreme Temperature	Wind Event
Flooding	Winter Storm
Hurricane and Tropical Storm	
Geologic Hazards	

While many of these definitions are clear, some are not.

- *Extreme Temperature*: This hazard includes extreme heat and extreme cold.
- *Geologic Hazards*: This includes karst, which gives rise to sinkholes, and landslides.
- *Wind Event*: This includes straight line winds and tornadoes.

Additionally, two hazards are not assessed in the risk assessment. These are drought, which is addressed through state-mandated water supply plans; and pandemic.

Historical events are surveyed in this chapter. High hazard potential dams are also inventoried in this chapter.

Chapter 4: Risk Assessment

This chapter contains the risk assessment model for the plan, which guides future recommendations and priorities. Outcomes from the model are included in the table below. More detail regarding each hazard and the logic for the rankings is included in the relevant subsections of the chapter. Flooding and Wind Events were the two highest ranked hazards across the region.

The All Hazards Ranking Table is included below for reference.

Hazard Ranking Table: All Hazards

Locality	Earthquake	Extreme Temperatures	Flooding	Geologic Hazards	Wildfire	Wind Event	Winter Storm
Alleghany County	Medium	Medium	High	Medium	Medium	High	Medium
City of Covington	Medium	Low	Medium	Low	Low	High	Medium
Town of Clifton Forge	Medium	Low	High	Low	Medium	Medium	Medium
Town of Iron Gate	Low	Low	High	Low	Medium	High	Medium
Craig County	Low	Low	Medium	Low	Low	High	Medium
Town of New Castle	Low	Low	Medium	Low	Low	High	Medium
Botetourt County	Medium	Medium	High	Low	Low	High	Medium
Town of Buchanan	Medium	Medium	High	Low	Low	High	Medium
Town of Fincastle	Medium	Medium	High	Low	Low	High	Medium
Town of Troutville	Medium	Medium	High	Low	Low	High	Medium
Roanoke County	Medium	Medium	High	Medium	High	High	Medium
Town of Vinton	Medium	Medium	High	Low	Low	Medium	Medium
City of Roanoke	Medium	High	High	Low	Low	Medium	Medium
City of Salem	Low	Medium	High	Low	Low	Medium	Medium
WVWA Service Area	Medium	Medium	High	Low	Low	Medium	Medium
RVRA Service Area	Medium	Medium	High	Low	Low	High	Medium
Regional Score	Medium	Medium	High	Low	Low	High	Medium

Chapter 5: Capabilities Assessment

This chapter contains individual sections for each participating local government and details of their budgets, their staffing relevant to disaster mitigation and response, and their participation in the National Flood Insurance Program. Mutual aid agreements and other resources are also captured.

Chapter 6: Mitigation Goals and Strategies

This chapter outlines the goals and strategies for mitigation efforts in the region. In developing mitigation strategies for the region, a wide range of activities were considered in order to achieve the goals and to lessen the vulnerability of the area to the impact of natural hazards.

Chapter 7: Mitigation Action Plans

This chapter includes individual mitigation action plans for each participating jurisdiction. All identified projects are dependent upon funding availability.

Appendices

The plan contains supporting documentation in multiple appendices. Supporting documentation includes: outputs from public engagement efforts; flood modeling; critical and vulnerable facilities lists; wildfire incidence reports and modeling; dam inundation mapping and dam safety data; worksheets from steering committee members; and other documentation.