

August 27, 2025

MINUTES  
ECONOMIC DEVELOPMENT AUTHORITY  
AUGUST 27, 2025

The Economic Development Authority for the Town of Clifton Forge held a meeting on Wednesday, August 27, 2025, at 5:00 p.m. at Clifton Forge Town Hall.

Ronald Goings called the meeting to order with the following members present: Dr. Goings; Jenny Oeltjen; Dick Deaton; Jason Helmtoller; Glenn Perry; Brandon Caldwell. Also present were Town Manager, Charles Unroe, Town Attorney, Mike Lockaby, and Maria Saxton, Director of Planning and Community Development. Absent from the meeting was Terry Paxton.

Approval of Minutes

Mr. Helmtoller motioned to approve the minutes from February 5, 2025, and July 30, 2025. The motion was seconded by Mr. Perry. All members were in favor with aye votes.

Financial Report

The financial report was given by Mrs. Oeltjen.

Old Jefferson School Performance Agreement and Sale Option

Page 8, Sections 6.1 and 6.2 changed due to potential two-million-dollar grant. Other grants are also being pursued.

Mrs. Oeltjen motioned to move forward with the changes, seconded by Mr. Helmtoller. All members were in favor with aye votes.

CSX Yard Office Purchase Option

Mr. Unroe gave an overview of the current process. Hal Craddock will help with the development of programs. Laura Depew is on board with the initial start up phase and funding. Financing is favorable terms.

The EDA will retain the property and lease it to the management company.

The VA Community Fund has made a commitment up to 500k with deed and trust/note.

Closing will be by the end of year, 2025.

Developers could then come in and do their part.

Mrs. Oeltjen motioned to adopt the sale agreement, seconded by Mr. Caldwell. All members were in favor with aye votes.

Adjournment

August 27, 2025

Mrs. Oeltjen motioned to adjourn the meeting, seconded by Mr. Helmtoller. All members were in favor with aye votes.