

## **SHEPHERDSTOWN TOWN COUNCIL MEETING AGENDA**

Wednesday, June 11, 2025 – 6:30 p.m.

Town Hall – 104 North King Street

Join Zoom

<https://us06web.zoom.us/j/83977473546?pwd=FLhby8R2Uy5maMX0uiKitrNb5uS8sL.1>

Meeting ID: 839 7747 3546

Passcode: 977227

### **1. Call to Order**

### **2. Approval of Minutes**

- a. Town Council Meeting Minutes of April 29 and May 14, 2025

### **3. Public Comment Period**

- a. Persons who have registered to address Town Council

### **4. Public Hearing**

- a. Second Reading – Amendment to Special Events Ordinance (reducing required time for submitting an application for an event permit from 30 days to 14 days in advance of the event)
- b. First Reading of 2025 Comprehensive Plan Draft (Tentative)

### **5. Ongoing Business**

- a. Volunteer Appointments
  - i. Board of Appeals – Jack Childers and Ashleigh Sanders
- b. 2025 Comprehensive Plan – Status
- c. Town Council Meeting Policy – Update/Discussion
- d. Staff Reports
- e. Town Financial Status
  - i. Revisions to the Town of Shepherdstown FY 2025 Operating Budget - Resolution
  - ii. FY 25 Budget Amendment Q4 – Resolution
  - iii. Review and Approval of April 30, 2025, Budget vs. Actual Financial Reports

- iv. Review and Approval of Town Expenditures
- f. Town Hall Interns Program
- g. Status of Financial System RFP
- h. Status of Landscaping RFP
- i. Status of Search for Finance Director
- j. Status of Search for Project Manager and Planning Specialist

## **6. New Business**

- a. Town Communications Plan
- b. Proclamation Thanking Joannie Moossy and Team re: Pride Parade
- c. Private Outdoor Designated Areas (PODA) – discussion
- d. Requests for Support
  - a. Experience Shepherdstown
  - b. Contemporary American Theater Festival
  - c. Beeline March
  - d. Rosehill Cemetery

## **7. Reports of Committees, Commissions, and Boards**

Review of draft and/or approved minutes from meetings held since May 14, 2025

- Age Friendly Shepherdstown Committee
- Finance Committee
- Historic Landmarks Commission
- Parks and Recreation Committee
- Planning Commission
- Public Works Committee
- Tree Commission
- Water and Sanitary Boards

## **8. Mayor's Report**