

Special Shepherdstown Finance Committee Minutes

Wednesday, February 19, 2025

7:00 P.M.

Station at Shepherdstown

100 Audrey Egle Drive

1. Call to order: 7:05.
 - i. Members attending: Mayor Gatz, Marcy Bartlett, Marty Amerikaner.
 - ii. Staff: Gino Sisco
2. Approval of minutes: approvals of minutes for the January regular meeting and the February special meeting were deferred until the committee's next meeting.
3. Visitors: Shannon Thomas, Harriet Pearson, Steve Pearson.
4. Ongoing Business:
 - a. Status of FY 2025 Budget: See "I" below.
 - b. FY 2026 Budget Development: Gino reported that the FY 2026 operating budget development is moving ahead satisfactorily. He has received requests from department heads and is working on the initial draft of the budget lines, which we could see as preliminary figures in an Excel spread sheet. He emphasized that this is not a finished document; rather, he simply wanted to show us that progress is being made. He also noted that an initial state deadline is approaching in early March.
 - i. The bulk of the meeting was devoted to a discussion of the "wish list" of possible projects submitted by TC members that will require funding. This list includes items that might still be funded within the FY 25 budget, as well those that might be included in the FY 26 budget. One key point in this discussion was clarifying how each proposed project is aligned with the proposed Shepherdstown Comprehensive Plan.
 - ii. Shannon spoke for a few minutes to clarify why her requests for the "wish list" were submitted on behalf of Experience Shepherdstown
 - iii. The committee examined the full list of items and consolidated it by merging what were essentially duplicates or slightly different approaches to the same basic goal or project.
 - iv. Items on the list were also discussed to clarify our understanding of what was being requested.
 - v. We did not do any evaluating of the relative merits of the items or do any prioritizing of them at this meeting.
 - vi. Mayor Gatz requested that prior to the next meeting, each committee member do a preliminary prioritization of projects that would total approximately \$750000 based on cost estimates presented for each item.
 - vii. Because of the approaching budgetary deadlines, a special meeting of the Finance Committee was scheduled for next Wednesday (Feb 26) at 1:00 in Town Hall.
5. Adjournment: 9:05. Motion: Marty; Second: Marcy