

Special Shepherdstown Finance Committee Minutes
Wednesday, February 26, 2025
1:00 P.M.
Town Hall
104 N King Street

1. Call to order: 1:10pm.
 - i. Members attending: Mayor Gatz, Marcy Bartlett, Marty Amerikaner.
 - ii. Staff: Gino Sisco
2. Visitors: Shannon Thomas, Elise Bach,
3. Ongoing Business:
 - a. Status of FY 2025 Budget: see below
 - b. FY 2026 Budget Development:

This meeting was focused exclusively on review and refinement of the list of potential projects submitted by TC members. The intent is to continue merging proposals that overlap with one another, to clarify the estimated costs and to begin prioritizing them into a format to be presented to the full TC.

As noted in the minutes for our February 19 meeting, each committee member had been asked to prioritize a group of projects that would total approximately \$750,000, based on the preliminary cost estimates and to note how the project aligns with the proposed Shepherdstown Comprehensive Plan. We reviewed the full list of potential projects to determine which ones appeared on how many of the committee members' lists. After a discussion of these, we agreed that we needed to clarify and prioritize our list more completely. Gino agreed to send the revised list of projects to each of us (attached below); prior to the next meeting, committee members will independently assign a rating (1,2 or 3) to each item that received support in the first round of review.

4. Adjournment: 3:10 Marcy moved, Marty second

| Proposal Name | Cost Estimate | Fiscal Year |
|--|----------------|-------------|
| Accessible Doors for Town Hall | \$35,000.00 | 26 |
| Bicycle Path on High and Mill Street | \$12,000.00 | 25 |
| Chief Financial Director | \$120,000.00 | 26 |
| Community Compost Site Planning | \$5,000.00 | 26 |
| Community Organization Support | \$100,000.00 | 26 |
| Develop Strategic Annexation Plan | \$35,000.00 | 26 |
| Elementary and Middle Schools Purchase | | 26 |
| Entryway signage for town (roads) | \$40,000.00 | 26 |
| Experience Shepherdstown (Apr, May, June) | \$6,500.00 | 25 |
| Experience Shepherdstown (year long) Annual Allocation | \$52,200.00 | 26 |
| Extension of Current Walking Path at Cullison to Rumsey | \$30,000.00 | 25/26 |
| Financial System Review and Proposal | \$20,000.00 | 25 |
| German Street Bench Project | \$12,000.00 | 25 |
| German Street Utility Burial | \$5,000,000.00 | |
| Grant Consultant | \$6,000.00 | 25 |
| Grant Consultant | \$36,000.00 | 26 |
| Green Infrastructure Projects | | |
| Historic Façade Improvements (Businesses and Homes) | \$150,000.00 | 26 |
| Hurley Park Design Proposal | \$10,000.00 | 25 |
| Integrated Financial System and Training | \$75,000.00 | 26 |
| King Street Parking Enhancement | \$5,000.00 | 25 |
| Market House Park (Library Tree Park) | \$150,000.00 | 26 |
| Mobile/Permanent A/V System | \$12,500.00 | 25/26 |
| Morgans Grove Commercial Prop Feasibility | \$2,500.00 | 25/26 |
| Morgans Grove Park Study Step 1 | \$1,000.00 | 25 |
| Morgans Grove Park Study Step 2 | \$5,000.00 | 26 |
| Public Bathroom at Cullison Park/Rumsey | \$50,000.00 | 26 |
| Public Relations Consultant (part-time, contract) | \$12,000.00 | 26 |
| River View Trail Phase 1 | \$1,000.00 | 25 |
| River View Trail Phase 2 (implementation Rumsey to Riverfront) | \$5,000.00 | 26 |
| River View Trail Phase 3 (implementation Riverfront to Bridge) | \$5,000.00 | 26 |
| Shepherdstown Tree Canopy Fund | \$40,000.00 | 25 |
| Sidewalk Repair Grants from COS | \$50,000.00 | 26 |
| Sidewalk Repair Grants from COS (design standards) | \$15,000.00 | 25 |
| Signage for Bike Route (w/SU) | \$1,000.00 | 26 |
| Simplify Display of Town Ordinances | \$6,000.00 | 26 |
| Street Lamp Shields Pilot Study (shields,efficiency, historic context) | \$10,000.00 | 25/26 |
| Street Sign Project | \$10,000.00 | 25 |
| Sustainable Services Pilot (Compost, energy efficiency...) | \$150,000.00 | 26 |
| Town Hall Facilities (Meeting room...A/V, Sound), furniture | \$30,000.00 | 26 |
| Town Ordinances Update | \$43,000.00 | 26 |
| Town Planning and Zoning Ordinances Update | \$20,000.00 | 25/26 |
| Traffic Enforcement on German and Duke Street | | |
| Training for A/V System and Zoom | \$2,500.00 | 25/26 |
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