CITY OF CHARLES TOWN
CITY COUNCIL
AGENDA • DECEMBER 1, 2025

Regular Session **COUNCIL CHAMBERS** **7:00 PM**
101 E Washington Street, Charles Town, WV 25414

CALL TO ORDER

1. MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE

2. APPROVAL OF MINUTES

: **2025-1309:** City Council Meeting Minutes - November 17, 2025
City Council Meeting Minutes - November 17th - draft.pdf

3. PUBLIC COMMENT

4. WARD REPORTS

5. MAYOR'S REPORT

6. COMMITTEE REPORTS

: **2025-1310:** Ordinance Committee Meeting Report - November 20, 2025

: **2025-1311:** Infrastructure Committee Meeting - November 24, 2025

7. CITY MANAGER REPORT

: **2025-1312:** City Manager Report - December 1, 2025
CMR 01 December 2025.pdf

8. POLICE CHIEF REPORT

9. UNFINISHED BUSINESS

10. NEW BUSINESS

: **2025-1313:** 2026 Proposed City Council Meeting Schedule
2026 Council Meeting Schedule.pdf

: **2025-1314:** 2026 City of Charles Town Holiday Calendar
2026 City of Charles Town Holiday Schedule.pdf

: **2025-1315:** Vacant Building Appeal (APUS) Discussion

: **2025-1316:** Tax Incremental Financing (TIF) Contractor Request
TIF Presentation for City of Charles Town 11-18-25.pdf

: **2025-1317:** City of Charles Town Boards and Commission Openings Discussion
Board and Commissions Terms Ending 2025.pdf

: **2025-1318:** Wreaths Across America Proclamation
Wreaths Across America Proclamation.pdf

: **2025-1323:** Business Forum Discussion - Possible Select Committee

11. REFERRALS TO COMMITTEES/COMMISSIONS

12. APPROVAL OF BILLS

: **2025-1319:** Payment of Bills - December 1, 2025
GEN FUND COUNCIL REPORT 2025-12-01.pdf
PARKS N REC COUNCIL REPORT 2025-12-01.pdf
CAPITAL RESERVE COUNCIL REPORT 2025-12-01.pdf

13. ADJOURNMENT

14. INFORMATION ONLY - NEXT MEETING, Monday, December 15, 2025, at 7:00PM

: **2025-1320:** Public Comment Letters from November 17, 2025, Council Meeting
Jess Derr Public Comment.pdf
Dan Casto Email.pdf

: **2025-1321:** Finance Committee Report - November 12, 2025
November Finance Minutes 2025.pdf

: **2025-1322:** Charles Town Police Department October Statistical Report
October CTPD Stats 2025.pdf

15. NOTICE: The Public May View the Meeting Live by Clicking on the Event Link at:

https://www.charlestownwv.us/government/agendas_minutes.php