CITY OF CHARLES TOWN
CITY COUNCIL
AGENDA • JULY 20, 2026

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

: **2026-1724:** City Council Workshop Meeting Minutes - June 15, 2026

: **2026-1725:** City Council Meeting Minutes - June 15, 2026

3. PUBLIC COMMENT

4. WARD REPORTS

5. MAYOR'S REPORT

: **2026-1726:** Mayor's Report - July 20, 2026

6. COMMITTEE REPORTS

: **2026-1727:** Ordinance Committee Report - June 25, 2026
1727 - City of Charles Town Ordinance Committee Report - June 25 2026.docx

: **2026-1728:** Infrastructure Committee Report - July 9, 2026
1728 - Report_ Infrastructure Committee July 2026.pdf

: **2026-1729:** Parks and Recreation Commission Report - July 9, 2026

: **2026-1752:** Personnel Committee Report - July 13, 2026
July 13th Personnel Committee.docx

: **2026-1730:** Finance Committee Report - July 14, 2026
FY 2027 Budget Schedule.pdf
1730 - FinanceCommitteeReport_14_July_2026.pdf
6-30-26 Bank and Investment Account Balance.pdf
FY 2027 GF Revision #1.pdf
FY27 Coal Severance Revision #1.pdf
HDL Credit Worksheet.pdf
June 2026 Capital Budget Financials.pdf
JUNE 2026 GF FINANCIALS.pdf
June 2026 P&R Financials.pdf

7. CITY MANAGER REPORT

: **2026-1731:** City Manager's Report - July 20, 2026

1731 - CMR 20 July 2026.pdf

8. POLICE CHIEF REPORT

9. UNFINISHED BUSINESS

: **2026-1732:** Public Hearing for Consideration of an Amendment to the Codified Ordinances of the City of Charles Town, West Virginia with Regard to Part Seventeen Building and Housing Code, Chapter Three Local Provisions, Article 1759 Vacant Buildings

: **2026-1733:** Second Reading and Consideration of an Amendment to the Codified Ordinances of the City of Charles Town, West Virginia with Regard to Part Seventeen Building and Housing Code, Chapter Three Local Provisions, Article 1759 Vacant Buildings
1759_Final_Redline_Council.pdf
1759_Final_Clean_Council.pdf

: **2026-1610:** Public Hearing for Consideration of an Amendment to the Codified Ordinances of the City of Charles Town, West Virginia with Regard to Part 5 General Offenses Code, Article 522 Private Outdoor Designated Areas (PODA)

: **2026-1735:** Second Reading and Consideration of an Amendment to the Codified Ordinances of the City of Charles Town, West Virginia with Regard to Part 5 General Offenses Code, Article 522 Private Outdoor Designated Areas (PODA)
2026_PODA_MAP_ProposedChange.pdf
PODA_Map_Update_Revision_Redline.pdf
PODA_Map_Update_Revision_Clean.pdf

: **2026-1747:** Charles Town Utility Board (CTUB) Operational and Legal Update - Possible Executive Session
PSC Final Order.pdf

: **2026-1751:** Update on the Annexation Process of the Hill Farm Property
Charles Town Retainer Letter Perry Annexation.doc
Charles Town Retainer Letter Perry Annexation Signed.pdf

10. NEW BUSINESS

: **2026-1721:** BR2026-03 - Bond Initiation - Huntfield Phase 4
1. Staff Report.pdf
2. Application.pdf
3. KH Review.pdf
4. Estimate.pdf

: **2026-1740:** Expansion of Walkability Improvement Grant
1. Report.pdf
2. Current Walkability Improvement Program Application.pdf

: **2026-1736:** Community Grant Policy Review
1736 - Community Funding Policy.pdf
1736 - Community Grant Applicaiton.pdf

: **2026-1737:** Request for Proposal to Audit and Redesign of the Council Chambers A/V System Discussion
1737 - Memo - RFP to Audit & Redesign the Council Chamber AV System.pdf

: **2026-1738:** FY2027 Coal Severance Revision #1
1738 - FY27_Coal_Severance_Revision__1.pdf

: **2026-1739:** FY2027 General Fund Revision #1
1739 - FY_2027_GF_Revision__1.pdf

: **2026-1741:** Depot Land Discussion
SKM_C360i26072010240.pdf
Article 138.pdf

: **2026-1742:** Pay Point Presentation
Paypoint Benefits Analysis.pdf
Paypoint Compensation Study.pdf

: **2026-1743:** Charles Street Engineering
2026-06-15_City of Charles Town - Charles Street Green Infrastructure Design and Engineering Proposal.pdf

: **2026-1744:** TAP Grant Applications Discussion
TAP Recommendations Memo.pdf

: **2026-1745:** School Based Law Enforcement Officer Agreement
2026-006 - A Resolution with Regard to a School Based Law Enforcement Officer Agreement.pdf
SRO Agreement_2026_2027.docx

11. REFERRALS TO COMMITTEES/COMMISSIONS

: **2026-1746:** Article 921.03 Use of Public Sewer Required - Possible Referral to the Ordinance Committee
1746 - 921.03 USE OF PUBLIC SEWERS REQUIRED.pdf

12. APPROVAL OF BILLS

: **2026-1748:** Payment of Bills - July 20, 2026
CAPITAL RESERVE COUNCIL REPORT 2026-07-20.pdf
COUNCIL REPORT PCARD 07-20-26.pdf
GEN FUND COUNCIL REPORT 2026-07-20.pdf
PARKS N REC COUNCIL REPORT 2026-07-20.pdf

13. ADJOURNMENT

14. INFORMATION ONLY - NEXT MEETING, Monday, August 17, 2026, at 7:00PM

: **2026-1749:** Signed Transportation Letters to WV Representatives

: **2026-1750:** Charles Town Utility Board Meeting Minutes
CTUB Minutes of 10 June 2026.pdf
CTUB Minutes of 24 June 2026.pdf
CTUB Minutes of 27 May 2026.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