

Minutes

Redevelopment Commission

January 6, 2026

6:00 P.M.

THE REGULAR MEETING OF THE REDEVELOPMENT COMMISSION FOR THE CITY OF CHARLESTOWN WAS HELD ON TUESDAY, JANUARY 6, 2026 IN THE CITY COUNCIL CHAMBERS AT CITY HALL.

Mr. Derek Coombs called the meeting to order at 6:00PM. Board members present in person: Mr. Derek Coombs, Ms. Benita Pate, Mr. John Spencer, Chuck Deaton and Mr. Robert Brooks. Also present were Mayor Treva Hodges, Matt Duncan, FBT Gibbons, and Ms. Jill Saegesser with The Wheatley Group, LLC.

Nomination and Election of Officers

Mr. Coombs asked for a nomination for President. Ms. Pate made a motion to nominate Derek Coombs for President and close the nominations, seconded by Mr. Spencer. Approved 5-0.

Mr. Coombs asked for a nomination for Vice President. Mr. Deaton made a motion to nominate Robert Brooks for Vice President and close the nominations, seconded by Mr. Spencer. Approved 5-0.

Mr. Coombs asked for a nomination for Secretary. Mr. Spencer made a motion to nominate Benita Pate for Secretary and close the nominations, seconded by Mr. Deaton. Approved 5-0.

Minutes

Mr. Coombs indicated that the minutes from the Regular Session held on December 2, 2025, were distributed for review and inquired whether there were any questions or amendments. Ms. Pate made a motion to approve the December 2, 2025, Regular Session minutes, seconded by Mr. Spencer. Approved 5-0.

Claims

Mr. Coombs stated that the claims were provided prior to the meeting for review and asked if there were any questions related to the claims. Ms. Saegesser asked that Libs Paving PR#1 and PR#2 be added to the claims docket in the amount of \$206,812.37. Mr. Spencer made a motion to approve the claims, seconded by Mr. Deaton. Approved 5-0.

Mr. Spencer made a motion to amend the claims docket to include Libs Paving PR#1 and PR#2 in

the amount of \$206,812.37, seconded by Mr. Deaton. Approved 5-0.

Public Comment

None.

The Wheatley Group Report

Ms. Jill Saegesser with The Wheatley Group stated that her full report was included in the meeting packet and that she would highlight some projects within the report:

Madison Street & Green Alley Improvements – At the substantial completion walkthrough, the issue related to the curb at the corner of Green Alley and Madison Street was discussed due to the tight turning radius. HMB is working with the contractor to resolve this issue and will be presenting a change to the RDC.

501 Market Street – The final inspection walkthrough was canceled. American Structurepoint and Temple & Temple will reschedule the walkthrough and review the final pay request that was submitted prior to the end of 2025.

Charlestown Flats – All 176 units have been completed and the complex is at 50% capacity.

The Commons & Short Street Parklet – The financing closed on November 4, 2025, and the BOT Agreement was executed the same day. Final design should be completed by the end of 2025, with construction beginning in early 2026.

Discussion of Donations – Gazebo and Charlestown Signage (Hwy 62/3) – Two renderings were prepared by TSWDesign Group for the Hwy 62/3 signage. The renderings took into consideration the materials that have been offered by local businesses. Mr. Coombs asked if the RDC would like The Wheatley Group and the City move forward with next steps related to the sign. Mr. Spencer made a motion for the City to move forward with next steps related to the Hwy 62/3 signage, seconded by Mr. Deaton. Approved 5-0. The City and The Wheatley Group will work to gather information related to the Gazebo.

Ms. Saegesser also presented a professional services agreement to

Old Business

None

New Business

Discussion

Mr. Coombs asked if the Commission had any additional items to discuss. Ms. Saegesser asked the Commission look at their calendars to hold an Executive Session in January to discuss a development at the corner of Hwy 62/3. The Commission decided to hold the Executive Session on January 15, 2026 at 6PM. The Wheatley Group will prepare the meeting notice.

Mr. Coombs acknowledged that the next meeting will be on February 5, 2026 at 6pm.

Adjournment

With no further items to discuss, Mr. Coombs asked for a motion to adjourn. Mr. Deaton made a motion to adjourn the meeting, seconded by Mr. Spencer. Approved 5-0.

Derek Coombs

Mr. Derek Coombs, President

2-10-26

Date

Attest:

Benita Pate

Ms. Benita Pate, Secretary

2-10-2026

Date