CITY OF CHARLES TOWN
CITY COUNCIL
AGENDA • FEBRUARY 2, 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

: **2026-1091:** City Council Meeting Minutes - January 20, 2026
City Council Meeting Minutes - January 20, 2026 - draft.pdf

: **2026-1110:** City Council Workshop Meeting Minutes - January 20, 2026
City Council Workshop Meeting Minutes - January 20th draft.pdf

3. PUBLIC COMMENT

4. WARD REPORTS

5. MAYOR'S REPORT

: **2026-1096:** State of Emergency Proclamation
State of Emergency Proclamation.pdf

6. COMMITTEE REPORTS

: **2026-1092:** Charles Town Board of Parks and Recreation Report - January 22, 2026

7. CITY MANAGER REPORT

: **2026-1097:** City Manager's Report - February 2, 2026
Council - Feb 2 2026.docx

8. POLICE CHIEF REPORT

9. UNFINISHED BUSINESS

: **2026-1094:** Legal Update - Charles Town Utility Board (CTUB) - Possible Executive Session

10. NEW BUSINESS

: **2026-1089:** Charles Town Now Market Analysis Presentation

: **2026-1090:** Bee City USA Application & Resolution
Bee City USA Resolution.docx
revised model ordinance rev 10.2.25 (1).docx

: **2026-1093:** Public Safety Practices Resolution
Public Safety resolution.docx

: **2026-1095:** Legislative Update

11. REFERRALS TO COMMITTEES/COMMISSIONS

12. APPROVAL OF BILLS

: **2026-1098:** Payment of Bills - February 2, 2026
CAPITAL RESERVE COUNCIL REPORT 2026-02-02.pdf
GEN FUND COUNCIL REPORT 2026-02-02.pdf
PARKS N REC COUNCIL REPORT 2026-02-02.pdf

13. ADJOURNMENT

14. INFORMATION ONLY - NEXT MEETING, Tuesday, February 17, 2026, at 7:00PM

: **2026-1099:** Gameplan Memo for HEPMPO Application for U.S DOT BUILD Grant for Planning the "Panhandle Regional Connector Path"
BUILD Gameplan Memo.pdf

: **2026-1100:** Resolution in Support of Application for a U.S. DOT BUILD Planning Grant for the "Panhandle Rec Path" Bicycle-Pedestrian Trail Project - Signed
2026-001 - Resolution in Support of Application for a U.S. DOT BUILD Planning Grant for the Panhandle REC PATH Bicycle-Pedestrian Trail Project.pdf

: **2026-1101:** Traffic Data Barksdale Drive
Barksdale Drive Traffic Report.pdf

: **2026-1102:** Charles Town Police Department December Statistical Report
December 2025 CTPD Stats.pdf

: **2026-1103:** FY2026 Capital Budget Revision #7
Capital Budget 7th Revision.pdf

: **2026-1104:** FY2026 General Fund Budget Revision #4
FY 2026 GF Revision #4.pdf

: **2026-1105:** A Resolution Supporting the HEMP Industry and HEMP Related Business in the City of Charles Town - signed
2026-002 - A Resolution Supporting the Hemp Industry and Hemp Related Business in the City of Charles Town.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

City Council
101 East Washington Street
Charles Town, WV 25414

Meeting: 02/02/26
Department: City Council
Category: Report
Initiator:

SCHEDULED

AGENDA ITEM (ID #)

2026-1091: City Council Meeting Minutes - January 20, 2026

ATTACHMENTS:

- City Council Meeting Minutes - January 20, 2026 - draft.pdf

CITY OF CHARLES TOWN

CITY COUNCIL

MINUTES • January 20, 2026

Regular Meeting **Council Chambers** **7:00 PM**

101 East Washington Street, Charles Town, WV 25414

CALL TO ORDER

Attendee Name	Title	Status	Arrived
Micheal George	Mayor	Present	
James Kratovil	Councilmember	Present	
Elizabeth Ricketts	Councilmember	Present	
Jeff Hynes	Councilmember	Present	
Kevin Tester	Councilmember	Present	
Nate Hartman	Councilmember	Present	
Alden Roth	Councilmember	Present	
Julie Smith	Councilmember	Present	
Andie Sugrue	Councilmember	Present	

Mr. Brent Manuel, City Manager; Ms. Alissa Meeks, Assistant City Manager; Ms. Stephanie Grove, City Attorney; Ms. Cindy Rezmer, Operations Director; Ms. Lori Nice, Finance Director; Ms. Liz Cook, Business Development/Downtown Coordinator; and Chief Chris Kutcher, Charles Town Police Department (CTPD) were also in attendance.

1. MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE

2. APPROVAL OF MINUTES

2026-1051: City Council Meeting Minutes - January 5, 2026

There being no corrections, additions, or changes to the minutes, Mayor George declared the minutes approved.

2026-1065: City Council Workshop Meeting Minutes - January 10, 2026

There being no corrections, additions, or changes to the workshop minutes, Mayor George declared the minutes approved.

3. PUBLIC COMMENT

Mr. McCormick spoke on traffic calming measures on S. George Street and the response from the WV Department of Highways.

Mr. Sellers, owner of Sustain, spoke of his support for the HEMP Resolution that would protect the sale of hemp derived products in Charles Town.

4. WARD REPORTS

Ward #1

Mr. Kratovil had nothing to report.

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Ms. Ricketts reported that the Infrastructure Committee has canceled their January meeting and she has not been reappointed as a municipal representative to the Hagerstown Eastern Panhandle Metropolitan Organization (HEPMO).

Ward #2

Mr. Tester reported that he attended the unveiling of The Old Opera House's marquee sign.

Mr. Hynes spoke on meeting Todd Coyle when he first moved to Charles Town and how he was such a wonderful part of the community and will be missed.

Ward #3

Mr. Hartman had nothing to report.

Mr. Roth had nothing to report.

Ward #4

Ms. Sugrue gave her condolences on the passing of Todd Coyle, reported she attended the unveiling of The Old Opera House's marquee sign and "Walks About Nothing" will take place Wednesday, January 21, 2026.

Ms. Smith gave her condolences on the passing of Todd Coyle and reported she attended unveiling of The Old Opera House's marquee sign.

5. MAYOR'S REPORT

2026-1067: Mayor's Report - January 20, 2026

Mayor George reported that he participated in the following:

- The "Walks About Nothing" on January 7, 2026.
- The unveiling of The Old Opera House's marquee sign on January 16, 2026.
- An interview by The Spirit newspaper about The Old Opera House's new sign and by The Journal newspaper on the passing of Todd Coyle.
- An interview on WFMD Radio's Four State Focus segment.

He also reported on the upcoming meetings/events:

- Board of Zoning and Appeals meeting and "Walks About Nothing" on January 21, 2026.
- Board of Parks and Recreation meeting on January 22, 2026.
- Planning Commission on January 26, 2026.
- "Arsenic and Lace" will be performed at The Old Opera House on the first two weekends in February.

Mayor George reviewed the letters he received from the WV Division of Highways, the WV Economic Development, and the new council meeting agenda request form.

Ms. Ricketts stated that the Infrastructure Committee will respond to the letter from the WV State Division of Highways for further clarification on calming measures for S. George Street.

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6. COMMITTEE REPORTS

2026-1052: Personnel Committee Meeting - January 12, 2026

Ms. Sugrue reviewed the Personnel Report.

2026-1053: Finance Committee Meeting - January 13, 2026

Mr. Hynes reviewed the Finance Committee report.

2026-1054: Ordinance Committee - January 15, 2026

Mr. Tester gave an oral Ordinance Committee report.

7. CITY MANAGER REPORT

2026-1084: City Manager Report - January 20, 2026

Mr. Manuel reviewed the City Manager's Report.

8. POLICE CHIEF REPORT

Chief Kutcher reviewed the Charles Town Police Department December Statistical Report and the data obtained from the traffic mobile sign that was located in Norborne Glebe.

A testing date was held on Saturday, January 17, 2026. One person passed the written and physical agility portion and will begin the next phase of the process.

9. UNFINISHED BUSINESS

There was no unfinished business to discuss.

10. NEW BUSINESS

2026-1055: Information Discussion Related to Public Safety Practices and Constitutional Rights

A draft resolution will be presented at the February 2, 2026, council meeting reiterating the City of Charles Town police department has not entered into a 287(g) agreement with the US Immigration and Customs Enforcement (ICE) and informing the public of local resources.

2026-1056: Hagerstown Eastern Panhandle Metropolitan Planning Organization (HEPMPO) Bike Path Build Grant

Mr. Hynes moved to authorize the mayor to sign the Resolution in Support of Application for a U.S. DOT BUILD Planning Grant for the "Panhandle REC PATH" Bicycle-Pedestrian Trail Project. Mr. Tester seconded the motion, and it passed by unanimous vote.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Jeff Hynes
SECONDER:	Kevin Tester
AYES:	George, Kratovil, Ricketts, Hynes, Tester, Hartman, Roth, Smith, Sugrue

2026-1060: Hemp Resolution

Mr. Kratovil moved to authorize the mayor to sign the Resolution Supporting the Hemp Industry and Hemp Related Business in the City of

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Charles Town. Ms. Sugrue seconded the motion, and it passed by unanimous vote.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	James Kratovil
SECONDER:	Andie Sugrue
AYES:	George, Kratovil, Ricketts, Hynes, Tester, Hartman, Roth, Smith, Sugrue

2026-1061: FY2026 General Fund Revision #4

Ms. Ricketts moved to approve the FY2026 General Rund Revision #4. Mr. Roth seconded the motion, and it passed by unanimous vote.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Elizabeth Ricketts
SECONDER:	Alden Roth
AYES:	None

2026-1062: FY2026 Capital Fund Budget Revision #7

Finance Director Ms. Lori Nice reviewed the changes discussed in the Capital Fund Budget. They are as follows:

- Building Improvements - account 977-57 changed from -$3000 to -$8000
- Sidewalks (ADA) & Stormwater Drain for Lawrence/Congress - account 977-58 changed from -$5000 to $0
- Bridges at Happy Retreat & Skate Park - account 979-58 changed from $8920 to $920
- Pick-up Truck - account 977-59 changed from -$8945 to -$945.

Ms. Ricketts moved to approve the FY2026 Capital Budget Revision #7 as amended. Mr. Hartman seconded the motion, and it passed by unanimous vote.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Elizabeth Ricketts
SECONDER:	Nathanael Hartman
AYES:	George, Kratovil, Ricketts, Hynes, Tester, Hartman, Roth, Smith, Sugrue

2026-1063: Tree City USA Application

Mr. Tester moved to authorize the mayor to sign the Tree City USA application. Mr. Hartman seconded the motion, and it passed by unanimous vote.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Kevin Tester
SECONDER:	Nathanael Hartman
AYES:	George, Kratovil, Ricketts, Hynes, Tester, Hartman, Roth, Smith, Sugrue

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2026-1064: Mayoral Historic Landmarks Commission (HLC) Appointment

Mayor George announced that he has appointed Mr. Matt Printz to the Historic Landmarks Commission for a term ending December 31, 2028.

2026-1066: Discussion on City-Wide Trees

Mr. Aaron Amore, Chairman of the Charles Town Tree Board, gave a presentation on the Tree Board Master Plan for 2026. A resolution from the council will be presented at the next regular council meeting for the application to become a Bee City USA city.

11. REFERRALS TO COMMITTEES/COMMISSIONS

There were no referrals to committees or commissions.

12. APPROVAL OF BILLS

2026-1083: Payment of Bills - January 20, 2026

Mr. Kratovil moved to approve the bills for payment. Mr. Tester seconded the motion, and it passed by unanimous vote.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	James Kratovil
SECONDER:	Kevin Tester
AYES:	George, Kratovil, Ricketts, Hynes, Tester, Hartman, Roth, Smith, Sugrue

13. ADJOURNMENT

Mayor George asked if there was any other business to come before the council. Hearing none, he adjourned the meeting.

14. INFORMATION ONLY - NEXT MEETING, Monday, February 2, 2026, at 7:00PM

2026-1068: Charles Town Utility Board Meeting Minutes - December 10, 2025, and December 18, 2025

2026-1069: John Maxey - Oath of Office

2026-1070: FY2027 Budget Calendar

15. NOTICE: The Public May View the Meeting Live by Clicking on the Event Link at: https://www.charlestownwv.us/government/agendas_minutes.php

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City Council
101 East Washington Street
Charles Town, WV 25414

Meeting: 02/02/26
Department: City Council
Category: Report
Initiator:

SCHEDULED

AGENDA ITEM (ID #)

2026-1110: City Council Workshop Meeting Minutes - January 20, 2026

ATTACHMENTS:

- City Council Workshop Meeting Minutes - January 20th draft.pdf

CITY OF CHARLES TOWN

CITY COUNCIL

MINUTES • January 20, 2026

Workshop Meeting **Council Chambers** **6:00 PM**

101 East Washington Street, Charles Town, WV 25414

1. CALL TO ORDER

Attendee Name	Title	Status	Arrived
Micheal George	Mayor	Present	
James Kratovil	Councilmember	Present	
Elizabeth Ricketts	Councilmember	Present	
Jeff Hynes	Councilmember	Present	
Kevin Tester	Councilmember	Present	
Nate Hartman	Councilmember	Present	
Alden Roth	Councilmember	Present	
Julie Smith	Councilmember	Present	
Andie Sugrue	Councilmember	Present	

Mr. Brent Manuel, City Manager; Ms. Alissa Meeks, Assistant City Manager; Ms. Stephanie Grove, City Attorney; Ms. Cindy Rezmer, Operations Director; Ms. Lori Nice, Finance Director; and Chief Chris Kutcher, Charles Town Police Department (CTPD) were also in attendance.

2. WORK SESSION

2026-1050: Strategic Planning Session

The council developed key success indicators for each strategic goal.

3. ADJOURNMENT

4. NOTICE: The Public May View the Meeting Live by Clicking on the Event Link at: https://www.charlestownwv.us/government/agendas_minutes.php

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City Council
101 East Washington Street
Charles Town, WV 25414

Meeting: 02/02/26
Department: City Council
Category: Proclamation
Initiator:

SCHEDULED

AGENDA ITEM (ID #)

2026-1096: State of Emergency Proclamation

State of Emergency Proclamation

ATTACHMENTS:

- State of Emergency Proclamation.pdf

A PROCLAMATION
By
Charles Town Mayor

WHEREAS, beginning on the 24th day of January, two thousand twenty-six, at 1700 hours, the City of Charles Town, issued its Emergency Evacuation Route to be activated.

WHEREAS, beginning on the 24th day of January, two thousand twenty-six, Jefferson County activated its Emergency Operations Center (EOC) for coordination of information and resources, ordering outside resources, and for emergency protective measures of property and life safety measures for the people of Jefferson County, West Virginia.

WHEREAS, in accordance with my authority as the Mayor of the City of Charles Town, a municipality within Jefferson County, I declare a State of Emergency in the City of Charles Town, West Virginia beginning on the 24th day of January, two thousand twenty-six.

NOW, THEREFORE, I, Micheal George, by virtue of the authority vested in me as the Mayor of Charles Town, and in consideration of the foregoing situation, do hereby proclaim the City's Emergency Operations Plan, in collaboration with the County's Emergency Operations Center. Further, I FIND and DECLARE a State of Emergency exists in Charles Town, a municipality within the County of Jefferson in the State of West Virginia.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Charles Town to be affixed this January 24, 2026.

Micheal George, Mayor
City of Charles Town

2026-1092: Charles Town Board of Parks and Recreation Report - January 22, 2026

ATTACHMENTS:

City Council
101 East Washington Street
Charles Town, WV 25414

Meeting: 02/02/26
Department: City Council
Category: Report
Initiator:

SCHEDULED

AGENDA ITEM (ID #)

2026-1097: City Manager's Report - February 2, 2026

ATTACHMENTS:

- Council - Feb 2 2026.docx

City of Charles Town

101 East Washington Street, P.O. Box 14, Charles Town, WV 25414
Phone: (304) 725-2311 ♦ Web: www.charlestownwv.us

MEMORANDUM TO THE MAYOR AND CITY COUNCIL

FROM: Alissa Meeks, Assistant City Manager
SUBJECT: City Manager's Report
DATE: January 29, 2026

ADMINISTRATION AND OPERATIONS

- Winter Storm: Much appreciation to the City's Maintenance team for their dedication to working long hours and weekends to ensure snow removal. In the storm's aftermath, crews continue to remove and haul away snow piles to the Skate Park.
- Staff will be submitting all storm-related expenditures including: labor (regular and overtime), equipment usage, materials and supplies, contracted services, etc to the Office of Homeland Security and Emergency Management for tracking purposes and to lay the monetary foundation for possible reimbursement.
- City Hall renovations are expected to begin early February 2026.
- Charles Washington Hall – The second-floor heat is currently inoperable in CW Hall. One of the two upstairs units has a suspected compressor issue. Quotes and service review is active and on-going.

COMMUNITY AND ECONOMIC DEVELOPMENT

- Jefferson Memorial Pool: The roof is on with the truss system on the addition; gable ends have been insulated; footers for the pavilion and rear building porch poured; electric has been run from pool/pool house to the pavilion and rebar has been installed in the pool; steel work is expected in the coming week.
- Staff met with the DOH District 5 engineers re: Wayfinding signs and discussed placement of the gateway sign along N. George Street.
- Augustine Avenue Trail: Phase 2 engineering package has all been completed and submitted to contract administration and is expected to be bid early March.

2026-1094: Legal Update - Charles Town Utility Board (CTUB) - Possible Executive Session

Legal Update - Charles Town Utility Board (CTUB)

ATTACHMENTS:

City Council
101 East Washington Street
Charles Town, WV 25414

Meeting: 02/02/26
Department: City Council
Initiator:

SCHEDULED

AGENDA ITEM (ID #)

2026-1089: Charles Town Now Market Analysis Presentation

Charles Town Now Market Analysis Presentation

ATTACHMENTS:

City Council
101 East Washington Street
Charles Town, WV 25414

Meeting: 02/02/26
Department: City Council
Category: Resolution
Initiator:

SCHEDULED

AGENDA ITEM (ID #)

2026-1090: Bee City USA Application & Resolution

Bee City USA Application & Resolution

ATTACHMENTS:

- Bee City USA Resolution.docx
- revised model ordinance rev 10.2.25 (1).docx

RESOLUTION NO. _____

A RESOLUTION of City Council of Charles Town, West Virginia designating Charles Town as a BEE CITY USA® affiliate.

WHEREAS, the mission of BEE CITY USA is to galvanize communities to sustain pollinators, responsible for the reproduction of almost 90% of the world's flowering plant species, by providing them with healthy habitat, rich in a variety of native plants and free to nearly free of pesticides; and

WHEREAS, thanks to the more than 3,600 species of native bees in the United States, along with introduced honey bees, we have very diverse dietary choices rich in fruits, nuts, and vegetables; and

WHEREAS, bees and other pollinators have experienced population declines due to a combination of habitat loss, poor nutrition, pesticides (including insecticides, fungicides, and herbicides), parasites, diseases, and climate change; and

WHEREAS, pollinator-friendly communities can benefit local and regional economies through healthier ecosystems, increased vegetable and fruit crop yields, and increased demand for pollinator-friendly plant materials from local growers; and

WHEREAS, ideal pollinator-friendly habitat (A) is comprised of mostly native wildflowers, grasses, vines, shrubs, and trees blooming in succession throughout the growing season to provide diverse and abundant nectar and pollen, since many wild pollinators prefer or depend on the native plants with which they co-adapted; (B) is free to nearly free of pesticides, as many pesticides can harm pollinators and/or their habitat; (C) comprises undisturbed spaces (leaf and brush piles, unmown fields or field margins, fallen trees and other dead wood) for nesting and overwintering; and (D) provides connectivity between habitat areas to support pollinator movement and resilience; and

WHEREAS, Integrated Pest Management (IPM) is a long-term approach to maintaining healthy landscapes and facilities that minimizes risks to people and the environment by: identifying and removing the causes of pest problems rather than only attacking the symptoms (the pests); employing pests' natural enemies along with cultural, mechanical, and physical controls when prevention is not enough; and using pesticides only when no other method is feasible or effective; and

WHEREAS, supporting pollinators fosters broad-based community engagement in environmental awareness and sustainability; and

WHEREAS, the City of Charles Town should be certified a *BEE CITY USA* community because of its commitment to preserving and planting of native trees and plants that strengthen the natural environment for pollinators, birds and native species. Charles Town has installed several pollinator gardens and will continue to expand the scope and size of its planting projects, removing invasive species and planting native flowers, grasses shrubs and trees to enhance the nature and food for pollinators including all varieties of bees and

NOW, THEREFORE, in order to enhance understanding among local government staff and the public about the vital role that pollinators play and what each of us can do to sustain them, the City of Charles Town chooses to support and encourage healthy pollinator habitat creation and enhancement, resolving as follows:

1. The City of Charles Town [appropriate department name] Department is hereby designated as the BEE CITY USA sponsor.
2. The [appropriate position title] of [department above] is designated as the BEE CITY USA Liaison.

3. Facilitation of the City of Charles Town's BEE CITY USA program is assigned to the [committee name] Committee.
4. The [committee name] Committee is authorized to and shall:
    a. **Celebration**: Host at least one educational event or pollinator habitat planting or restoration each year to showcase the City of Charles Town's commitment to raising awareness of pollinator conservation and expanding pollinator health and habitat.
    b. **Publicity & Information**: Install and maintain at least one authorized BEE CITY USA street sign in a prominent location, and create and maintain a webpage on the City of Charles Town website which includes, at minimum a copy of this resolution and links to the national BEE CITY USA website; contact information for your BEE CITY USA Liaison and Committee; reports of the pollinator-friendly activities the community has accomplished the previous year(s); and your recommended native plant species list and integrated pest management plan (explained below).
    c. **Habitat**: Develop and implement a program to create or expand pollinator-friendly habitat on public and private land, which includes, but is not limited to, Identifying and inventorying the City of Charles Town's real property that can be enhanced with pollinator-friendly plantings; creating a recommended locally native plant list to include wildflowers, grasses, vines, shrubs, and trees and a list of local suppliers for those species; and, tracking (by square footage and/or acreage) annual area of pollinator habitat created or enhanced.
    d. **Pollinator-Friendly Pest Management:** Create and adopt an integrated pest management (IPM) plan designed to prevent pest problems, reduce pesticide use, and expand the use of non-chemical pest management methods.
    e. **Policy & Plans**: Establish, through the City of Charles Town, a policy in the [Plan name] Plan of the City of Charles Town's Comprehensive Plan to acknowledge and commit to the BEE CITY USA designation and review the [Plan name] Plan and other relevant documents to consider improvements to pest management policies and practices as they relate to pollinator conservation, identify appropriate locations for pollinator-friendly plantings, and consider other appropriate measures.
    f. **Renewal:** After completing the first calendar year as a BEE CITY USA affiliate, each February, apply for renewal of the City of Charles Town's BEE CITY USA designation following the format provided by BEE CITY USA, including a report of the previous year's BEE CITY USA activities, and paying the renewal fee based on the City of Charles Town's population.

ADOPTED by the Charles Town City Council of Charles Town, West Virginia, this ___ day of _____, 20__.

Ordinance # [ ]- Tree Removal-Replacement-Planting Ordinance

Trees play a critical, often overlooked, role in the water cycle and in the mitigation of stormwater runoff issues such as soil erosion, pollutant reduction, infiltration, quantity reduction, and thermal effects. This ordinance is intended to ensure that permittees are considering these undervalued assets in their stormwater management efforts.

SECTION I. Purpose:

An ordinance to establish requirements for tree removal and replacement in the City of Charles Town to reduce soil erosion and pollutant runoff, promote infiltration of rainwater into the soil, and protect the environment, public health, safety, and welfare.

SECTION II. Definitions:

For the purpose of this ordinance, the following terms, phrases, words, and their derivations shall have the meanings stated herein unless their use in the text of this ordinance clearly demonstrates a different meaning. When consistent with the context, words used in the present tense include the future, words used in the plural number include the singular number, and words used in the singular number include the plural

number. The use of the word "shall" means the requirement is always mandatory and not merely directory.

A. “Applicant” means any “person”, as defined below, who applies for approval to remove trees regulated under this ordinance.

B. “Critical Root Radius (CRR)” – means the zone around the base of a tree where the majority of the root system is found. This zone is calculated by multiplying the diameter at breast height (DBH) of the tree by 1.5 feet. For example: a tree with a 6” DBH would have a CRR = 6”x1.5’ = 9’.

C. “Diameter at Breast Height (DBH)” means the diameter of the trunk of a mature tree generally measured at a point four and a half feet above ground level from the uphill side of the tree. For species of trees where the main trunk divides below the 4 ½ foot height, the DBH shall be measured at the highest point before any division.

D. “Hazard Tree” means a tree or limbs thereof that meet one or more of the criteria below. Trees that do not meet any of the criteria below and are proposed to be removed solely for development purposes are not hazard trees. [Municipalities may choose to require a Licensed Tree Expect to make all Hazard tree determination]

    1. Has an infectious disease or insect infestation;

    2. Is dead or dying;

    3. Obstructs the view of traffic signs or the free passage of pedestrians or vehicles, where pruning attempts have not been effective;

4. Is causing obvious damage to structures (such as building foundations, sidewalks, etc.); or

5. Is determined to be a threat to public health, safety, and/or welfare by a certified arborist or Licensed Tree Expert (LTE).

E. “Person” means any individual, resident, corporation, utility, company, partnership, firm, or association.

F. “Planting strip” means the part of a street right-of-way between the public right-of-way and the portion of the street reserved for vehicular traffic or between the abutting property line and the curb or traveled portion of the street, exclusive of any sidewalk.

G. “Resident” means an individual who resides on the residential property or contractor hired by the individual who resides on the residential property where a tree(s) regulated by this ordinance is removed or proposed to be removed.

H. “Street Tree” means a tree planted in the sidewalk, planting strip, and/or in the public right-of-way adjacent to (or specified distance from) the portion of the street reserved for vehicular traffic. This also includes trees planted in planting strips within the roadway right-of-way, i.e., islands, medians, pedestrian refuges.

I. “Tree” means a woody perennial plant, typically having a single stem or trunk growing to a considerable height and bearing lateral branches at some distance from the ground.

J. “Tree Caliper” means the diameter of the trunk of a young tree, measured six (6) inches from the soil line. For young trees whose caliper exceeds four (4) inches, the measurement is taken twelve (12) inches above the soil line.

K. “Tree removal” means to kill or to cause irreparable damage that leads to the decline and/or death of a tree. This includes, but is not limited to, excessive pruning, application of substances that are toxic to the tree, over-mulching or improper mulching, and improper grading and/or soil compaction within the critical root radius around the base of the tree that leads to the decline and/or death of a tree. Removal does not include responsible pruning and maintenance of a tree, or the application of treatments intended to manage invasive species.

L. INVASIVE PLANT SPECIES AND TREES shall mean (i) all native
and non-native vines and vegetation that grow out of place and are competitive, persistent
and pernicious, or (ii) trees which are native or non-native to this country or region of the country, whose vines produce chemicals that prevent the growth of other plants and serve as a primary food source to an invasive species of insects. These plants and trees
may damage other trees, vegetation or structures. Examples include, but are not limited to, bamboo (spreading or running type), ragweed, multi flora rose, kudzu-vine, poison ivy
or oak, Ash trees and the Ailanthus Altissima tree (a/k/a the “Tree of Heaven”).

SECTION III. Regulated Activities:

[Application review and approval can be conducted along with existing business practices and permit application review such as, but not limited to, site plan approvals, building permit approvals, planning board application approval, etc. A separate application process is not required, but the Department has included sample language below for municipalities that prefer to do so.]

A. Optional Application Process:

1. Any person planning to remove a street tree, as defined as Tree removal, with DBH of 2.5" or more or any non-street tree with DBH of 6" or more on their property shall submit a Tree Removal Application to ***[Municipal Officials].*** No tree shall be removed until municipal officials have reviewed and approved the removal. **[For larger scale clearing projects, municipalities may choose to require a tree survey be submitted as part of the application to determine number, sizes, and exemptions of trees for the assessment of fees]**

[The municipality may choose to impose application fees. If so, the following language may be used, with revisions as deemed appropriate.]

[Optional for municipalities: Applicants will be subject to an application fee as per the Table below.]

B. Tree Replacement Requirements

1. Any person who removes one or more street tree(s) with a DBH of 2.5" or more, unless exempt under Section IV, shall be subject to the requirements of the Tree Replacement Requirements Table below.
2. Any person, who removes one or more tree(s), as defined as Tree removal, with a DBH of 6" or more per acre, unless otherwise detailed under Section IV, shall be subject to the requirements of the Tree Replacement Requirements Table.

The species type and diversity of replacement trees shall be in accordance with Appendix A (**insert municipality provided tree list as Appendix A of this ordinance**). **[The municipality shall provide a list of approved trees that are acceptable to be planted as replacement trees, or at a minimum develop a list of trees that shall <u>not</u> be used as replacement trees. This list will be included as "Appendix A". It is permissible for a municipality to include a procedure for approval of a tree not on the approved list. The list shall also contain approved planting times/seasons and proper planting standard procedures or a reference to available literature containing this information.]**

Replacement tree(s) shall:

1. Be replaced in kind with a tree that has an equal or greater DBH than tree removed

<u>or</u> meet the Tree Replacement Criteria in the table below;

2. Be planted within twelve (12) months of the date of removal of the original tree(s) or at an alternative date specified by the municipality;

3. Be monitored by the applicant for a period of two (2) years to ensure their survival and shall be replaced as needed within twelve (12) months; and
4. Shall not be planted in temporary containers or pots, as these do not count towards tree replacement requirements.

Tree Replacement Requirements Table:

Category	**Tree Removed (DBH)**	**Tree Replacement Criteria (See Appendix A)**	**Application Fee** *[Municipality may choose to include and determine appropriate fees.]*
1	DBH of 2.5” (for street trees) or 6” (for non-street trees) to 12.99”	Replant 1 tree with a minimum tree caliper of 1.5” for each tree removed	*TBD by town*
2	DBH of 13” to 22.99”	Replant 2 trees with minimum tree calipers of 1.5” for each tree removed	*TBD by town*
3	DBH of 23” to 32.99”	Replant 3 trees with minimum tree calipers of 1.5” for each tree removed	*TBD by town*
4	DBH of 33” or greater	Replant 4 trees with minimum tree calipers of 1.5” for each tree removed	*TBD by town*

C. Replacement Alternatives:

1. If the municipality determines that some or all required replacement trees cannot be planted on the property where the tree removal activity occurred, then the applicant shall do one of the following:
    a. Plant replacement trees in a separate area(s) approved by the municipality.
    b. Pay a fee of (amount to be set by municipality) per tree removed. This fee shall be placed into a fund dedicated to tree planting and continued maintenance of the trees.

SECTION IV. Exemptions:

All persons shall comply with the tree replacement standard outlined above, except in the cases detailed below. Proper justification shall be provided, in writing, to the municipality by all persons

claiming an exemption **[the municipality shall define what "proper justification" is such as photos or statements from WV licensed tree expert as per WV reg (?) or arborist.]:**

A. Residents who remove less than four (4) trees per acre that fall into category 1, 2, or 3 of the Tree Replacement Requirements Table within a five-year period. [The number of trees removed is a rolling count across a five-year period. For example, if 3 trees from category 1 are removed in July 2023, the 'count' resets to zero in July 2028. However, if 1 tree from category 1 is removed in July 2023 and another in July of 2025 the first tree will come off the count in July 2028 and the second in July 2030.]

B. Tree farms in active operation, nurseries, fruit orchards, and garden centers;

C. Properties used for the practice of silviculture under an approved forest stewardship or woodland management plan that is active and on file with the municipality;

D. Any trees removed as part of a municipal or state decommissioning plan. This exemption only includes trees planted as part of the construction and predetermined to be removed in the decommissioning plan.

E. Any trees removed pursuant to a West Virginia Department of Environmental Protection (WVDEP) or U.S. Environmental Protection Agency (EPA) approved environmental clean-up, or WVDEP approved habitat enhancement plan;

F. Approved game management practices, as recommended by the State of West Virginia Department of Environmental Protection, Division of Fish, Game and Wildlife;

G. Hazard trees may be removed with no fee or replacement requirement.

H. Invasive Trees, shrubs or plants may be removed with no fee or replacement requirement.

SECTION V. Enforcement:

This ordinance shall be enforced by the **[Police Department and/or other Municipal Officials of insert name of municipality]** during the course of ordinary enforcement duties.

SECTION VI. Violations and Penalties:

Any person(s) who is found to be in violation of the provisions of this ordinance shall be subject to a fine of $ [amount per tree to be established by municipality but shall not be less than the amount of the required replacement tree(s) and cost of planting] [Municipalities may require the planting of additional trees in lieu of a fine].

SECTION VII. Severability:

Each section, subsection, sentence, clause, and phrase of this Ordinance is declared to be an independent section, subsection, sentence, clause, and phrase, and finding or holding of any such portion of this Ordinance to be unconstitutional, void, or ineffective for any cause or reason shall not affect any other portion of this Ordinance.

SECTION VIII. Invasive Species:

A. *Plantings of Invasive Plant or Tree Species*. All new in-ground plantings of invasive plant or tree species are strictly prohibited. All existing plantings or trees must be contained by appropriate physical barriers to prevent the growth or spread of existing invasive plant or tree species beyond the boundaries of a resident's property.

B. *Control of Growth*. All persons must control the growth of invasive plant species and trees. Failure to control the spread of such vegetation and trees beyond the boundaries of a resident's property is a violation of this chapter.

C. *Inspections*. All places and premises in the City of Charles Town shall be subject to inspection by the enforcing officer. For purposes of this Ordinance, the enforcing officer shall be the Code Enforcement Officer. Such inspections shall be performed by the Code Enforcement Officer or his or her designated municipal employee. Such inspection shall be made if the Code Enforcement Officer has reason to believe that any section of this chapter is being violated.

1. Enforcement of Invasive Species Section

A. Whenever an invasive plant or tree species (as defined by this chapter) is found on any plot of land, lot or any other premises or place, and is found to lack appropriate physical barriers to prevent the spread or growth of the species, or is found to have spread beyond the boundaries of a property, a violation, in writing, shall be given by the Code Enforcement Officer to the owner of the property from which the invasive plant or tree species has spread, directing the owner to remove or abate the same within such time as shall be
specified therein. The violation shall be served upon the property owner of record by regular and certified mail or by personal service.

B. In the event a property owner fails to correct a notice of violation within the time specified in the notice of violation, the Town (by and through those municipal personnel deemed necessary and appropriate by the Code Enforcement Officer) may thereafter enter upon the property and remove or abate the invasive plant species or trees. The property owner shall be responsible for all costs incurred by the City in correcting the violation and bringing the property into compliance. The City may also place a municipal lien against the property for all costs incurred by the Town in bringing the property into compliance. The amount of the lien shall be authorized by Resolution adopted by the City Council, and shall be added to and become a part of the taxes next to be assessed and levied upon the property, shall bear interest at the same rate as taxes, and shall be collected and enforced by the same officer and in the same manner as taxes. Costs shall be in addition to any penalties imposed for any violation of this section.

C. No property owner, resident or lessor shall plant an invasive species on property located within the City limits. Initial violations will receive a warning with direction to remove the invasive plant. A second offence or failure to remove the invasive plant within twenty (20) days shall result in a fine for each day the plant remains. Failure to comply within thirty (30) days may result in City staff removing the invasive plant and the property owner being charged for the cost of such removal.

2. Violations and Penalties.

A. Any person violating the provisions of this section shall be subject to the violations and penalties set forth herein.
B. Any person violating the provisions of this chapter shall, upon conviction, be punishable by a fine of not more than $1,000.00 or community service as determined by the Municipal Court. The continuation of such violation for each successive day shall constitute a separate offense.
C. In addition to the penalties set forth herein, any person who violates the provisions of this section shall be liable for any damages caused to any adjoining property, including, but not limited to, the cost of removal of the invasive plant or tree species extending onto the adjoining property, as well as the repair and replacement of any property damaged by the invasive plant or tree species.

City Property. This Ordinance shall not apply to City owned property or City conservation easements.

SECTION IX. Effective Date:

This Ordinance shall be in full force and effect from and after its adoption and any publication as may be required by law.

Adoption Date:

Approved By:

Appendix A

Approved list of Replacement tree Species and Planting Standards for

City of Charles Town, West Virginia

[The municipality shall provide a list of approved trees that are acceptable to be planted as replacement trees, or at a minimum develop a list of trees that shall not be used as replacement trees. The list shall include approved planting times/seasons and proper planting standard procedures or a reference to available literature containing this information.]

Tree Species	Planting Season	Planting Procedure (soil type, watering, pruning, staking, wrapping, exposure, depth, mulching, etc)

City Council
101 East Washington Street
Charles Town, WV 25414

Meeting: 02/02/26
Department: City Council
Category: Resolution
Initiator:

SCHEDULED

AGENDA ITEM (ID #)

2026-1093: Public Safety Practices Resolution

ATTACHMENTS:

- Public Safety resolution.docx

PUBLIC SAFETY PRACTICES RESOLUTION

WHEREAS, the City of Charles Town recognizes and values the diverse contributions of all individuals, affirming its commitment to upholding the dignity and respect of all people;

WHEREAS, the City of Charles Town affirms its commitment to public safety policies rooted in investments in violence prevention, mental health supports, economic opportunity and constitutional policing with respect for civil and human rights for all;

WHEREAS, the City Council and Mayor believe in upholding the due process rights enshrined in the United State Constitution and laws, including those afforded to undocumented persons within the United States; specifically, the Fifth Amendment provides that "No ***person*** shall…be deprived of life, liberty, or property, without due process of law (emphasis added);"

WHEREAS; municipalities in West Virginia are governed by W.Va. Code 15-16-3, which requires municipal law enforcements agencies to cooperate with federal immigration enforcement activities and expressly prohibits cities from adopting policies or ordinances that conflict with the provisions contained therein;

WHEREAS, this Resolution is not intended to, and will not, obstruct, hinder, or interfere with the legal exercise of federal immigration enforcement authority, but rather is intended to, and will, enhance transparency, accountability, and public safety within the City;

WHEREAS, the City of Charles Town does not participate in the federal immigration partnership program authorized under Section 287(g) of the Immigration and Nationality Act. City law enforcement officers are not deputized as federal immigration agents, and the City does not exercise independent authority to enforce federal immigration law beyond what is required under state and federal law;

WHEREAS, the Jefferson County Sheriff's Office (JCSO) has entered into a 287(g) partnership agreement and has jurisdiction to enter and perform law enforcement activities within the City of Charles Town, creating the possibility that individuals may be subject to federal immigration enforcement by the JCSO within the Charles Town municipal limits;

WHEREAS, the City of Charles Town Police Department is entrusted to, and capable of, enforcing local and state law in the City of Charles Town, and its law enforcement officers are trained to serve the communities they know, to de-escalate conflict, and to operate within clear systems of oversight;

NOW THEREFORE BE IT RESOLVED that the City of Charles Town remained committed to law enforcement approaches that keep our communities and residents safe, uphold civil rights, and respect the authority of local leadership;

DRAFT

BE FURTHER RESOLVED that the City will continue decline participation in a federal immigration partnership program pursuant Section 287(g) of Immigration and Nationality Act;

BE IT FURTHER RESOLVED that the City Manager will provide a resources page on the City website listing resources for individuals who requires assistance with immigration issue.

DRAFT

City Council
101 East Washington Street
Charles Town, WV 25414

Meeting: 02/02/26
Department: City Council
Category: Information Only
Initiator:

SCHEDULED

AGENDA ITEM (ID #)

2026-1095: Legislative Update

Legislative Update

ATTACHMENTS:

City Council
101 East Washington Street
Charles Town, WV 25414

Meeting: 02/02/26
Department: City Council
Initiator:

SCHEDULED

AGENDA ITEM (ID #)

2026-1098: Payment of Bills - February 2, 2026

ATTACHMENTS:

- CAPITAL RESERVE COUNCIL REPORT 2026-02-02.pdf
- GEN FUND COUNCIL REPORT 2026-02-02.pdf
- PARKS N REC COUNCIL REPORT 2026-02-02.pdf

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
GANTT'S EXCAVATING & CONTRACTING INC	1/30/26	JAN 26 LIBERTY ST CONST	CAPITAL RESERVE	STREETS & TRANSPORTATI	103,773.15
				TOTAL:	103,773.15
GREENWAY ENGINEERING, INC.	1/30/26	1-11-26 STRMWTER DATA&INV	CAPITAL RESERVE	STREETS & TRANSPORTATI	4,347.50
				TOTAL:	4,347.50
MICHAEL BAKER INTERNATIONAL, INC	1/30/26	JAN26 ORDNCE UPDATE	CAPITAL RESERVE	GENERAL GOVERNMENT	4,828.90
				TOTAL:	4,828.90
PALMER CONSTRUCTION COMPANY INC	1/30/26	12/25 POOL2 CONSTRUCTION	CAPITAL RESERVE	CULTURE & RECREATION	152,163.00
	1/30/26	12/25 POOL1 CONSTRUCTION	CAPITAL RESERVE	CULTURE & RECREATION	38,307.60
				TOTAL:	190,470.60

========== FUND TOTALS ==========

200	CAPITAL RESERVE	303,420.15
	GRAND TOTAL:	303,420.15

TOTAL PAGES: 1

APPROVED BY: _____

APPROVED BY: _____

SELECTION CRITERIA

SELECTION OPTIONS

VENDOR SET: 01-City of Charles Town
VENDOR: All
CLASSIFICATION: All
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CHECK DATE: 1/30/2026 THRU 1/30/2026

PAYROLL SELECTION

PAYROLL EXPENSES: NO
EXPENSE TYPE: N/A
CHECK DATE: 0/00/0000 THRU 99/99/9999

PRINT OPTIONS

PRINT DATE: Check Date
SEQUENCE: By Vendor Sort
DESCRIPTION: Item
GL ACCTS: NO
REPORT TITLE: COUNCIL REPORT
SIGNATURE LINES: 2

PACKET OPTIONS

INCLUDE REFUNDS: YES
INCLUDE OPEN ITEM:NO

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
CINDY REZMER	1/30/26	CNCIL STRATGC RTREAT FOOD	GENERAL FUND	CITY HALL	127.84
				TOTAL:	127.84
CITIZENS FIRE COMPANY	1/30/26	FY26 COM PRTNRSHP GRANT	GENERAL FUND	CONT/TRNSFR 2 OTHR FUN	10,000.00
				TOTAL:	10,000.00
COMCAST CORPORATION	1/30/26	12-25-1/26 PD TV SERVICE	GENERAL FUND	POLICE DEPARTMENT	20.91
				TOTAL:	20.91
COX JAMES	1/30/26	PK TICKT REFUND 322017185	GENERAL FUND	NON-DEPARTMENTAL	10.00
				TOTAL:	10.00
CHARLES TOWN UTILITY BOARD	1/30/26	LABOR XMAS PARADE	GENERAL FUND	POLICE DEPARTMENT	170.03
	1/30/26	JETTER ACQUISITION	GENERAL FUND	STREETS & HIGHWAYS	3,000.00
				TOTAL:	3,170.03
EASTERN PANHANDLE TRANSIT AUTHORITY	1/30/26	FY26 COM PRTNRSHIP GRANT	GENERAL FUND	CONT/TRNSFR 2 OTHR FUN	50,000.00
				TOTAL:	50,000.00
FIRST-CITIZENS BANK & TRUST COMPANY	1/30/26	FEB26 CH 2ND FLR COPIER	GENERAL FUND	CITY HALL	506.12
	1/30/26	FEB26 CH 1ST FL COPIER	GENERAL FUND	CITY HALL	255.36
				TOTAL:	761.48
FRONTIER, INC.	1/30/26	JAN26 CH ELEVATOR ALARM	GENERAL FUND	CITY HALL	71.47
	1/30/26	FEB26 CWH FIRE ALARM #2	GENERAL FUND	CITY HALL	96.01
				TOTAL:	167.48
GRIFFITH ENERGY SERVICES, INC	1/30/26	1/16 CH OIL DELIVERY	GENERAL FUND	CITY HALL	442.03
	1/30/26	01/21 CH OIL DELIVERY	GENERAL FUND	CITY HALL	329.16
				TOTAL:	771.19
INDEPENDENT FIRE CO.	1/30/26	FY26 COM PRTNRSHIP GRANT	GENERAL FUND	CONT/TRNSFR 2 OTHR FUN	10,000.00
				TOTAL:	10,000.00
INDUSTRIAL ORGANIZATIONAL SOLUTIONS IN	1/30/26	1ST LINE SUPERVISOR EXAM	GENERAL FUND	POLICE DEPARTMENT	242.00
				TOTAL:	242.00
JEFFERSON COUNTY COMMUNITY MINISTRIES	1/30/26	FY26 COM PRTNRSHIP GRANT	GENERAL FUND	CONT/TRNSFR 2 OTHR FUN	10,000.00
				TOTAL:	10,000.00
JEFFERSON COUNTY EMERGENCY COMMUNICATI	1/30/26	OCT25 CAD/MOBILE&CRADLE P	GENERAL FUND	POLICE DEPARTMENT	717.20
				TOTAL:	717.20
JENKINS JEREMY	1/30/26	RMBSMT 26001423 OVRPMT	GENERAL FUND	NON-DEPARTMENTAL	45.00
				TOTAL:	45.00
KABLE EXCAVATING, LLC	1/30/26	1/22-26 BRINE&SNOW REMOVA	GENERAL FUND	STREETS & HIGHWAYS	13,535.10
				TOTAL:	13,535.10
KIMLEY-HORN AND ASSOCIATES, INC.	1/30/26	12/31 PLANNING& SITE REVI	GENERAL FUND	PLANNING & ZONING	1,146.42
				TOTAL:	1,146.42
KONE INC.	1/30/26	12/12 CH ELEVATOR REPAIR	GENERAL FUND	STREETS & HIGHWAYS	124.45
	1/30/26	CH ELEVATOR BATTERY CHNG	GENERAL FUND	STREETS & HIGHWAYS	2,633.23
	1/30/26	CH ELVTR CARTOP INSP INST	GENERAL FUND	STREETS & HIGHWAYS	2,633.23
				TOTAL:	5,390.91

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
MOTOROLA SOLUTIONS, INC.	1/30/26	PORTABLE RADIO BATTERYX3	GENERAL FUND	POLICE DEPARTMENT	290.22
				TOTAL:	290.22
NVA	1/30/26	FEB26 VISION INS CONT	GENERAL FUND	NON-DEPARTMENTAL	140.48
	1/30/26	FEB26 VISION INS CONT	GENERAL FUND	ECONOMIC DEVELOPMENT	7.97
	1/30/26	FEB26 VISION INS CONT	GENERAL FUND	CITY MANAGER'S OFFICE	7.97
	1/30/26	FEB26 VISION INS CONT	GENERAL FUND	TREASURER'S OFFICE	31.88
	1/30/26	FEB26 VISION INS CONT	GENERAL FUND	CITY CLERK'S OFFICE	7.97
	1/30/26	FEB26 VISION INS CONT	GENERAL FUND	CITY ATTORNEY	7.97
	1/30/26	FEB26 VISION INS CONT	GENERAL FUND	ENFORCEMENT AGENCY	7.97
	1/30/26	FEB26 VISION INS CONT	GENERAL FUND	BUILDING INSPECTION	7.97
	1/30/26	FEB26 VISION INS CONT	GENERAL FUND	PLANNING & ZONING	31.88
	1/30/26	FEB26 VISION INS CONT	GENERAL FUND	CITY HALL	7.97
	1/30/26	FEB26 VISION INS CONT	GENERAL FUND	POLICE DEPARTMENT	119.55
	1/30/26	FEB26 VISION INS CONT	GENERAL FUND	STREETS & HIGHWAYS	23.91
				TOTAL:	403.49
OLD CHARLES TOWN LIBRARY	1/30/26	FY26 COM PRTNRSHIP GRANT	GENERAL FUND	CONT/TRNSFR 2 OTHR FUN	20,000.00
				TOTAL:	20,000.00
PAPA'S CHICKEN & RIBS LLC	1/30/26	B&O FEE WAIVER ACT8075	GENERAL FUND	TREASURER'S OFFICE	200.00
				TOTAL:	200.00
WV CODE OFFICIALS ASSOCIATION	1/30/26	CY26 CODE OFFICL MBERSHIP	GENERAL FUND	PLANNING & ZONING	120.00
				TOTAL:	120.00
UNITED STATES TREASURY	1/30/26	REFUND 941 RMBSMT 3/24	GENERAL FUND	NON-DEPARTMENTAL	3,716.67
				TOTAL:	3,716.67

========== FUND TOTALS ==========	
001 GENERAL FUND	130,835.94
GRAND TOTAL:	130,835.94

TOTAL PAGES: 2

APPROVED BY: _____

APPROVED BY: _____

SELECTION CRITERIA

SELECTION OPTIONS

VENDOR SET: 01-City of Charles Town
VENDOR: All
CLASSIFICATION: All
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ITEM DATE: 0/00/0000 THRU 99/99/9999
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CHECK DATE: 1/30/2026 THRU 1/30/2026

PAYROLL SELECTION

PAYROLL EXPENSES: NO
EXPENSE TYPE: N/A
CHECK DATE: 0/00/0000 THRU 99/99/9999

PRINT OPTIONS

PRINT DATE: Check Date
SEQUENCE: By Vendor Sort
DESCRIPTION: Item
GL ACCTS: NO
REPORT TITLE: COUNCIL REPORT
SIGNATURE LINES: 2

PACKET OPTIONS

INCLUDE REFUNDS: YES
INCLUDE OPEN ITEM:NO

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
POTOMAC EDISON COMPANY, INC	1/29/26	DEC25 JMP&EV RUN PK ELEC	PARKS & REC	PARKS & REC	217.08
				TOTAL:	217.08

FUND TOTALS		
207	PARKS & REC	217.08
	GRAND TOTAL:	217.08

TOTAL PAGES: 1

APPROVED BY: _____

APPROVED BY: _____

SELECTION CRITERIA

SELECTION OPTIONS

VENDOR SET: 03-CT BOARD OF P&R
VENDOR: All
CLASSIFICATION: All
BANK CODE: Include: PARK1
ITEM DATE: 0/00/0000 THRU 99/99/9999
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CHECK DATE: 1/29/2026 THRU 1/29/2026

PAYROLL SELECTION

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EXPENSE TYPE: N/A
CHECK DATE: 0/00/0000 THRU 99/99/9999

PRINT OPTIONS

PRINT DATE: Check Date
SEQUENCE: By Vendor Sort
DESCRIPTION: Item
GL ACCTS: NO
REPORT TITLE: COUNCIL REPORT
SIGNATURE LINES: 2

PACKET OPTIONS

INCLUDE REFUNDS: YES
INCLUDE OPEN ITEM:NO

City Council
101 East Washington Street
Charles Town, WV 25414

Meeting: 02/02/26
Department: City Council
Category: Information Only
Initiator:

SCHEDULED

AGENDA ITEM (ID #)

2026-1099: Gameplan Memo for HEPMPO Application for U.S DOT BUILD Grant for Planning the "Panhandle Regional Connector Path"

ATTACHMENTS:

- BUILD Gameplan Memo.pdf

MEMORANDUM

TO: City of Charles Town officials
City of Ranson officials
Matt Mullenax, Executive Director, Hagerstown-Eastern Panhandle MPO
HEPMPO consultant team at Michael Baker and Fehr & Peers

FROM: Matt Ward

DATE: January 18, 2026

SUBJECT: **Gameplan Memo for HEPMPO Application for U.S DOT BUILD Grant for Planning the "Panhandle Regional Connector Path"**

This memorandum provides an overview of the U.S. Department of Transportation's (U.S. DOT) Better Utilizing Investment to Leverage Development (BUILD) Grant Program, and outlines the steps that the Hagerstown-Eastern Panhandle Metropolitan Planning Organization (HEPMPO) with partners City of Ranson and City of Charles Town can undertake to apply for a BUILD Planning grant that will support full planning, design, engineering, permitting, financial planning, and bid preparation components for a planned trail. The "**Panhandle Re**gional **C**onnector **Path**" (**Panhandle REC Path**) will be a ~3.5-mile pedestrian/cycling trail that would connect the existing 10.5-mile "WV Route 9 Bike Path" at the north which travels up to the City of Martinsburg, through key routes and points in the City of Ranson, and into key routes and points in the City of Charles Town, where it will connect to the 4.2-mile Augustine Trail system in Charles Town.[1] This would result in an ~18 mile regional trail system that connects dozens of downtown hubs, anchor buildings, schools, tourism destinations, parks, and commercial and residential development areas. The grant must be submitted by February 24, 2026. There is no match required for award. Consulting firm Sustainable Strategies DC is ready to support development of a competitive grant application, and provide recommendations on the advocacy needed to secure this grant. We welcome any input from the project team on this proposed gameplan.

The BUILD Program supports the planning and construction of surface transportation infrastructure projects that will improve safety, environmental sustainability, quality of life, mobility and community connectivity, economic competitiveness and opportunity, state of good repair, partnership and collaboration, and innovation. The Department may consider prioritizing the selection of projects located in designated Qualified Opportunity Zones, and the entire Panhandle REC Path project area is within Ranson and Charles Town designated Opportunity Zones.

[1] The Trump Administration conveyed in policy memoranda in 2025 that it opposed bicycle-focused projects that involve or require reductions in vehicle lanes or "road diets", and the administration is leery of "complete street" approaches. We need to make sure that we can confirm that the plan for routes will not involve such techniques.

Eligible Applicants

HEPMPO is an eligible applicant as a public agency chartered by one or more states.

Funding Level, Planning Grant award sizes, and match

U.S. DOT has $1.5 billion in the current round of BUILD grant funding provided by the Bipartisan Infrastructure Law, not counting a potential amount of up to $250 million in FY2026 appropriations that is pending but near-final at the time of this memo. Planning grants have no minimum or maximum level, with a median for past awards of $2 million.

A 20% match is required for both capital and planning grants. Projects located in a rural area, a historically disadvantaged community (HDC), or an area of persistent poverty (APP) do not require any match. The Charles Town/Ranson project area will have a **match waived** under both the rural and disadvantaged criteria.

Funding Obligation

For FY26, funding must be obligated by September 30, 2030, and expended by September 30, 2035. Obligation occurs when a grant recipient and the Department enter into a written grant agreement after the recipient has satisfied applicable local, State and Federal requirements. Expenditure occurs when a recipient is reimbursed for eligible project costs.

Eligible Uses

Eligible **planning** projects include:

- Planning, preparation, design, or engineering of eligible surface transportation capital projects.
    - Examples include: design, engineering, feasibility studies, benefit-cost analysis, environmental analysis, permitting, and other pre-construction activities
- Development of master plans, comprehensive plans, transportation corridor plans, and integrated economic development, land use, housing, and transportation plans

If an application includes right-of-way acquisition as a cost, the project will be considered a capital project and cannot be a planning project.

Deadline

Applications must be submitted through the Valid Eval portal by 5:00 PM ET on February 24, 2026.

Sustainable Strategies DC recommends the following steps to submit a competitive proposal:

1. **SAM.gov registration and Valid Eval Submission:** We need to confirm that HEPMPO's SAM.gov registration is active and will not expire during this submission and award period, and we need to ensure that HEPMPO has a U.S. DOT "Valid Eval" account, which is the methodology for submission of a BUILD grants. See https://usg.valideval.com/teams/usdot_build_2026_planning/signup.

2. **Project Scope and Briefing Sheet**: While I have reviewed REC Path materials from the December 2025 public meetings and understand that the "WV-9 Crossing, Alignment Alternative B" is a currently preferred option, I need to convene with HEPMO and its consultant team by Zoom soon to go over many details, including:

   a. Getting more detail on the proposed alternative
   b. Integrating plan with Ranson consultant Kimley-Horn and Thrasher evaluations of potential pedestrian/bike crossings at Potomac Marketplace and Norfolk-Southern rail line
   c. Integrating plan with Charles Town Augustine Trail
   d. Confirming the planning components and activities that will be part of BUILD project

   When we have confirmed a project scope, I will draft a 1-page briefing sheet on the project that can be used for gathering stakeholder support and letters, for gathering political support, and for outreach to the public.

3. **Project Description (5 pages max):** Applications should include a description of the project to be planned; a scope of work covering technical and engineering aspects; current design level; description of the project location; a project map; before and after renderings of the project; the transportation challenges the project will solve; the project's history; and how project fits within the applicant's broader transportation infrastructure investments. I will draft this for the project team's review. I will need consultant help on the project map and renderings.

4. **Project Budget (5 pages max):** The team should draft a bulleted project scope with estimated expenses for each line item in the planning and design process. The project budget must include information on pending and committed funding for leverage, if any, with documentation, contingency amounts, the level of design, and how cost estimates were determined

   a. **Sources, Uses, and Availability:** Provide complete information on how all planning project funds may be used, their availability, and documented funding commitments.

   b. **Contingency Amount and Plan:** Indicate the specific contingency amount included in the budget to demonstrate there is sufficient funding to cover unanticipated cost increases and describe a plan to address potential cost overruns.

   c. **Cost Estimates**: Indicate how, when, and by whom project costs were estimated. Cost estimates should be no older than a year from the application deadline. If older, please apply an inflation factor.

5. **Project Location:** Applications must include a spatial file of the project's geographic boundaries, compressed as either a Shapefile, KML, or KMZ file. Spatial files should include only the direct physical location of the project, and not a broad service area or area of impact. I will need HEPMPO/consultant help with this.

6. **Merit Criteria (15 pages max):** Applications must describe how the project aligns with each of the eight statutory merit criteria: safety, environmental sustainability, quality of life, mobility and community connectivity, economic competitiveness and opportunity, state of good repair, partnerships and collaboration, and innovation. The merit criteria narrative should directly address the merit rating rubric with data, details, and qualitative descriptions. I will draft for Project Team Review. Once I pull together an outline for this I will reach out as I need to for information that I lack.

7. **Project Readiness (5 pages max):** Applications must include information demonstrating that the project is reasonably expected to begin the planning project on time and will meet both the obligation and expenditure deadlines. **I will draft this for Project Team Review.** The project readiness document must include the following components:

   - **Planning and Constructability:** Applicants should demonstrate that a project that is required to be included in the relevant State, metropolitan, and local planning documents has been or will be included in such documents. Applicants should also discuss ROW acquisition and construction techniques and phasing. **I will draft this for your review.**

   - **Proposed Schedule:** Applications must include a detailed project schedule that identifies all major project activities and milestones. **I will draft the project schedule for your final review**. The timelines must include the completed and/or anticipated dates (calendar month and year, not fiscal year or quarter) for the following key milestones.
     - Start and end of preliminary design
     - Start and end of the NEPA process
     - Start and end of obtaining permits/approvals (if required)
     - Project listed in STIP, TIP, TTIP, and/or TAM Plan (as applicable)
     - Start and end of final design
     - Anticipated finalization of RAISE grant agreement (if awarded)
     - Anticipated obligation of grant funds (if awarded)
     - Start and end of construction

   - **Project Development Phases to be Funded with BUILD:** Describe the project development phase(s) proposed to be funded with BUILD funds (if awarded). **I will draft this section.**

   - **NEPA and Permitting:** Applications must provide information on NEPA status and final NEPA determination if completed, status and timeline for required reviews, approvals and permits, public engagement activities, right-of-way acquisition plans, and risk and mitigation strategies. **I will draft environmental risk assessment responses for the Project Team's review.**

- **Project Support:** Applicants should summarize the key events and techniques for engaging the public and other stakeholders. Applicants should also summarize the support, opposition, and/or other notable feedback related to the project and describe how stakeholder feedback has been integrated into project development and design. I will work with HEPMPO to discuss the public engagement already conducted, and planned. Likewise I will want a description of any engagement with key parties such as WVDOT, NEPA officials, Norfolk Southern Rail, or others.

- **Public and Agency Involvement Process**: Summarize the support, opposition, and/or other notable feedback related to the project from key and describe how stakeholder feedback has been integrated into project development and design. **I will draft this for Project Team Review.**

- **Risks and Mitigation:** The applicant should identify all material risks and harms to the project and the strategies that the lead applicant and any project partners have undertaken or will undertake to mitigate those risks, and describe the potential effects of each risk on meeting the key project delivery schedule milestones presented in the Proposed Schedule. **I will draft this for review by the project team**. **Anything that stands out?**

- **Applicant Capacity Review: HEPMPO** should include a section that demonstrates their capacity, knowledge, and experience to successfully deliver the project in compliance with applicable Federal requirements. The applicant should address the following in the applicant capacity section of the Project Readiness file:
  - **Roles and Responsibilities**: provide clear responsibilities and roles within the project, especially to administer the grant and deliver/implement the project.
  - **Federal Funding:** demonstrate experience implementing federally funded transportation projects.
  - **Federal Regulations**: understanding of federal contract and procurement requirements, and other federal requirements including Buy America, Americans with Disabilities Act, Uniform Relocation Assistance and Real Property Acquisition Act, Davis Bacon Act, etc.
  - **Project Planning:** practice incorporating projects into long-range development plans or adding projects to the TIP/STIP through the MPO planning process, if relevant.
  - **Project Delivery**: provide detailed description of successfully delivered projects of similar size, scope, and complexity.

  I will draft this for Project Team Review.

8. **Letters of Support:** Competitive BUILD projects should engage a range of stakeholders and collaborators. HEPMPO and its partners need to gather letters of support from relevant stakeholders, such as:

   - Governor Patrick Morrissey
   - WVDOT (we understand Director Mullinax is already working on this)
   - The City of Ranson (let's try to get on Council agenda for February 3)
   - The City of Charles Town (on Council agenda January 20)

- Jefferson County (Director Mullinax will take the lead, and get on Commission agenda as appropriate)
- EPTA
- Jefferson County School Superintendent and/or Board of Education (let's see if we need to get on Board Agenda)
- Jefferson County Chamber of Commerce
- Boys & Girls Club of Jefferson County
- Parks & Rec organizations
- Panhandle Pedalers
- Martinsburg-Berkeley (given the connection to Route 9 Bike Path)
- Others?

I will write a draft letter template which will allow the project team to gather letters of support.

9. **Advocacy:** Political advocacy and support for the project at the state and federal levels are critical to success in the highly competitive BUILD program. S2 will develop an advocacy strategy tailored to your project and community to secure support from State officials and the WV Congressional Delegation. Robust advocacy efforts should include:
    a. Confirming ASAP that WV District 5 and the Office of WVDOT Secretary Todd Rumbaugh support this planning project, and provide a letter of support.
    b. Speaking ASAP with key WV Senator Shelley Moore Capito, the Chair of the Senate Committee on Environment and Public Works (which has jurisdiction over the Federal Highway Administration (FHWA), which this project falls under). This will include the Senator's Eastern Panhandle District Director Chris Strovel, the Senator's Chief of Staff, and the Senator's staff on the Senate EPW Committee.
    c. Seeking backing from the Office of Governor Patrick Morrissey
    d. Drafting support letters for political officials at the state and federal level.
    e. Tailoring briefing sheets and talking points for meetings with state and federal officials.
    f. Arranging a leadership trip to D.C. or virtual fly-in to meet with your community's congressional delegation to request phone calls in support of the project and to meet with US DOT to discuss the project. We **should plan for this for March-June.**
    g. Providing updates on project progress and invitations for site visits during the review process.
    h. Offering strategic guidance for how to maximize opportunities for advocacy as they arise.

Submission: Applications must be submitted through the Valid Eval portal by 5:00 PM ET on February 24, 2026. I will take the lead on uploading and submitting the completed application.

Key Next Steps:

- Confirm that cities of Charles Town and Ranson seek to proceed
- Zoom meeting of core project team including consultants
- Discussions with WVDOT and Office of Senator Capito to get their backing
- Finalizing scope, estimating costs for full PS&E scope
- Draft briefing sheet and letters of support template, start gathering letters

Please contact Matt Ward at Matt.Ward@StrategiesDC.com or 202.422.2411with any questions.

City Council
101 East Washington Street
Charles Town, WV 25414

Meeting: 02/02/26
Department: City Council
Category: Information Only
Initiator:

SCHEDULED

AGENDA ITEM (ID #)

2026-1100: Resolution in Support of Application for a U.S. DOT BUILD Planning Grant for the "Panhandle Rec Path" Bicycle-Pedestrian Trail Project - Signed

ATTACHMENTS:

- 2026-001 - Resolution in Support of Application for a U.S. DOT BUILD Planning Grant for the Panhandle REC PATH Bicycle-Pedestrian Trail Project.pdf

City of Charles Town
101 East Washington Street, P.O. Box 14, Charles Town, WV 25414
Phone: (304) 725-2311 ♦ Web: www.charlestownwv.us

RESOLUTION IN SUPPORT OF APPLICATION FOR A U.S. DOT BUILD PLANNING GRANT FOR THE "PANHANDLE REC PATH" BICYCLE-PEDESTRIAN TRAIL PROJECT

WHEREAS, the City of Charles Town, WV seeks to create enhanced walkability, bikeability, connectivity, and safety on and around the streets and roads in the community; and

WHEREAS, the City of Charles Town seeks to continue its long collaboration with the City of Ranson and with the Hagerstown-Eastern Panhandle Metropolitan Planning Organization (HEPMPO) on connectivity; and

WHEREAS, HEPMPO, Charles Town and Ranson are already underway in collaboration on extending the existing WV Route 9 Trail into and through the Ranson and Charles Town communities, with a new and enhanced bicycle/pedestrian trail system that is now in the planning stage; and

WHEREAS, the envisioned "Panhandle Regional Connector Path" (Panhandle REC Path) will be a ~3.5-mile pedestrian/cycling trail that would connect the existing 10.5-mile "WV Route 9 Bike Path" at the north which travels up to the City of Martinsburg, through key routes and points in the City of Ranson, and through key routes and points in the City of Charles Town, where it will connect to the 4.2-mile Augustine Trail system in design and construction in Charles Town, resulting in an ~18 mile regional trail system that connects dozens of downtown hubs, anchor buildings, schools, tourism destinations, parks, and commercial and residential development areas; and

WHEREAS, the Charles Town portions of the Panhandle REC Path would connect key hubs and destinations including downtown businesses, the Old Opera House, the Boys & Girls Club, and the park system along Evitts Run Creek where it will connect with the planned Augustine Trail; and

WHEREAS, resources are needed to make the Panhandle REC Path project shovel-ready for future construction, including for additional planning, design, engineering, cost estimation, environmental and historic review, permitting, funding and financing plans, and construction bid documentation; and

WHEREAS, the U.S. Department of Transportation has a "Better Utilizing Investment to Leverage Development" (BUILD) grant that could cover such Panhandle REC Path planning and design, with a waiver of all non-federal match given that the project is located in a rural area with economic distress factors;

NOW, THEREFORE LET IT BE RESOLVED, that the City of Charles Town officially supports an application by HEPMPO, in partnership with the cities of Charles Town and Ranson, to seek a U.S. DOT BUILD Planning grant.

Adopted the 20th day of January 2026.

Attest:

Micheal George
Mayor

Brent Manuel
City Clerk

City Council
101 East Washington Street
Charles Town, WV 25414

Meeting: 02/02/26
Department: City Council
Category: Information Only
Initiator:

SCHEDULED

AGENDA ITEM (ID #)

2026-1101: Traffic Data Barksdale Drive

ATTACHMENTS:

- Barksdale Drive Traffic Report.pdf

ALL TRAFFIC SOLUTIONS

Compliance & Risk Report

553 Barksdale Drive (Norborne), SB

Start: 2026-01-06
End: 2026-01-16
Times: 0:00:00-23:59:59

Medium Risk Threshold: Speed Limit + 10
High Risk Threshold: Speed Limit + 20
Speed Range: 1 to 150
Time View: By Hour (Total Volumes)

Time	Speed Limit	Mode	Compliant	Low Risk	Medium Risk	High Risk	Total Num Vehicles
0:00	25	Dependent Messages	20	2	0	0	22
1:00	25	Dependent Messages	28	4	0	0	32
2:00	25	Dependent Messages	10	4	0	0	14
3:00	25	Dependent Messages	3	1	0	0	4
4:00	25	Dependent Messages	20	4	0	0	24
5:00	25	Dependent Messages	23	1	0	0	24
6:00	25	Dependent Messages	75	5	0	0	80
7:00	25	Dependent Messages	210	44	0	0	254
8:00	25	Dependent Messages	203	40	0	0	243
9:00	25	Dependent Messages	274	35	0	0	309
10:00	25	Dependent Messages	209	34	0	0	243
11:00	25	Dependent Messages	309	34	0	0	343
12:00	25	Dependent Messages	380	79	2	0	461
13:00	25	Dependent Messages	378	34	0	0	412
14:00	25	Dependent Messages	405	37	0	0	442
15:00	25	Dependent Messages	642	99	11	0	752
16:00	25	Dependent Messages	620	125	19	0	764
17:00	25	Dependent Messages	594	147	8	1	750
18:00	25	Dependent Messages	486	102	8	0	596
19:00	25	Dependent Messages	368	81	3	0	452
20:00	25	Dependent Messages	281	66	6	0	353
21:00	25	Dependent Messages	203	45	7	0	255
22:00	25	Dependent Messages	69	23	4	0	96
23:00	25	Dependent Messages	59	12	2	0	73
Total			5869	1058	70	1	6998

ALL TRAFFIC SOLUTIONS

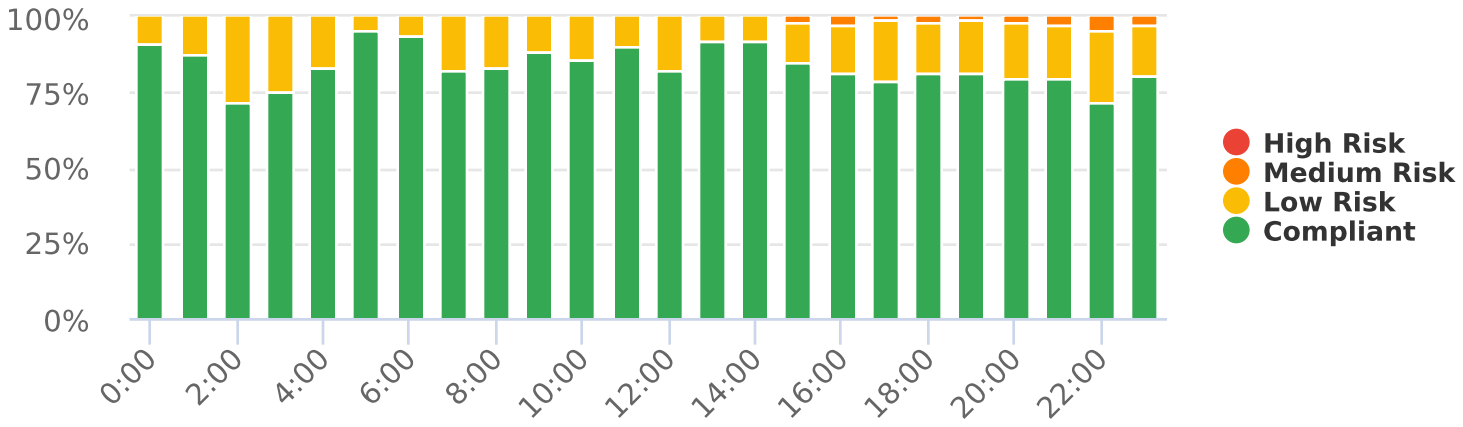
Compliance & Risk Report

553 Barksdale Drive (Norborne), SB

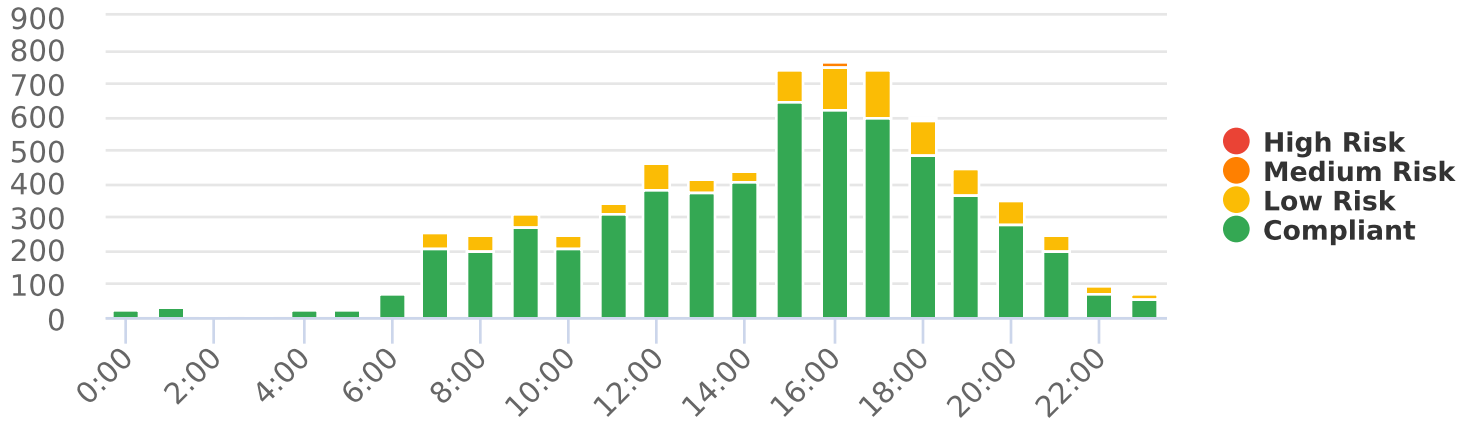
Start: 2026-01-06
End: 2026-01-16
Times: 0:00:00-23:59:59

Medium Risk Threshold: Speed Limit + 10
High Risk Threshold: Speed Limit + 20
Speed Range: 1 to 150
Time View: By Hour (Total Volumes)

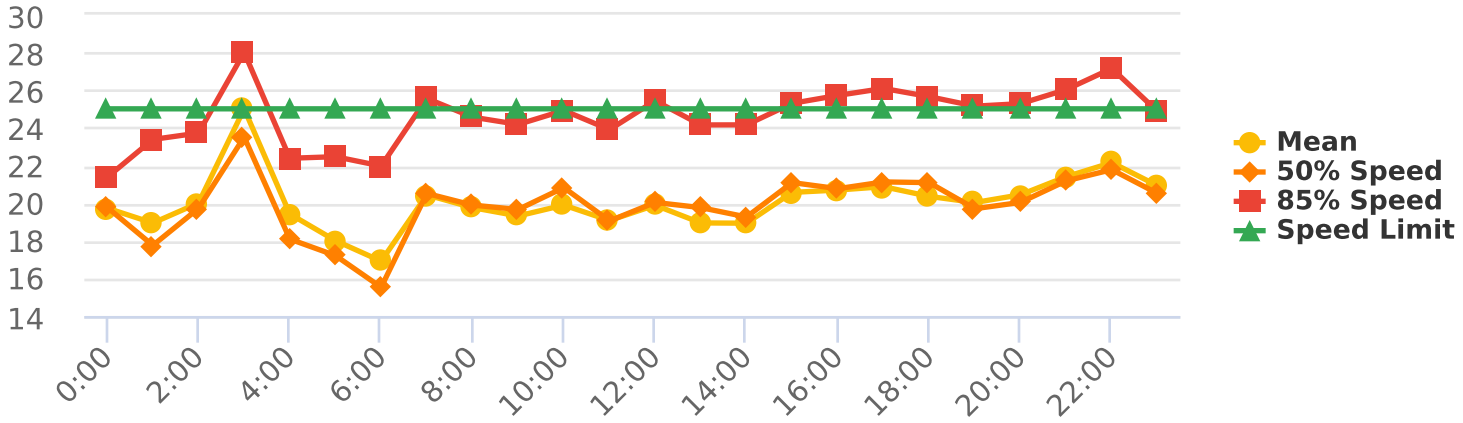
Compliance % by Hour (Totals)



Compliance by Hour (Totals)



Speeds



ALL TRAFFIC SOLUTIONS

Enforcement Priorities Report

553 Barksdale Drive (Norborne), SB

Start: 2026-01-06
End: 2026-01-16
Times: 0:00:00-23:59:59

Violation Threshold: Speed Limit +5
Speed Range: 1 to 150
Rank Results By: 85% Speed

#	Site	Day of Week	Time	Speed Limit	Average Speed	Average Violator Speed	85% Speed	Average # Vehicles	Average # Violators
1	553 Barksdale Drive (Norborne), SB	Fri	16:00 - 17:00	25	25.7	34.9	31.4	80	21
2	553 Barksdale Drive (Norborne), SB	Fri	18:00 - 19:00	25	25.3	34.2	30.9	66	16
3	553 Barksdale Drive (Norborne), SB	Fri	17:00 - 18:00	25	24.8	34.4	30.4	88	19
4	553 Barksdale Drive (Norborne), SB	Fri	15:00 - 16:00	25	24.5	34.2	30.1	86	22
5	553 Barksdale Drive (Norborne), SB	Fri	20:00 - 21:00	25	24.1	33.1	29.8	55	10
6	553 Barksdale Drive (Norborne), SB	Fri	19:00 - 20:00	25	23.6	32.9	28.4	61	12
7	553 Barksdale Drive (Norborne), SB	Fri	21:00 - 22:00	25	23.7	34.4	28.3	41	7
8	553 Barksdale Drive (Norborne), SB	Mon	8:00 - 9:00	25	21.0	n/a	27.0	33	0
9	553 Barksdale Drive (Norborne), SB	Sun	12:00 - 13:00	25	20.0	38.3	27.0	81	3
10	553 Barksdale Drive (Norborne), SB	Tue	7:00 - 8:00	25	22.0	n/a	27.0	25	0
11	553 Barksdale Drive (Norborne), SB	Thu	8:00 - 9:00	25	23.0	n/a	26.6	20	0
12	553 Barksdale Drive (Norborne), SB	Thu	10:00 - 11:00	25	20.3	34.0	26.5	31	1
13	553 Barksdale Drive (Norborne), SB	Thu	13:00 - 14:00	25	20.0	31.0	26.4	38	1
14	553 Barksdale Drive (Norborne), SB	Thu	12:00 - 13:00	25	21.0	33.3	26.3	30	2
15	553 Barksdale Drive (Norborne), SB	Mon	12:00 - 13:00	25	21.0	n/a	26.0	49	0
16	553 Barksdale Drive (Norborne), SB	Thu	7:00 - 8:00	25	20.3	33.0	26.0	25	1
17	553 Barksdale Drive (Norborne), SB	Sat	9:00 - 10:00	25	23.0	34.0	26.0	25	2
18	553 Barksdale Drive (Norborne), SB	Sat	12:00 - 13:00	25	21.0	n/a	26.0	40	0
19	553 Barksdale Drive (Norborne), SB	Sat	21:00 - 22:00	25	21.0	n/a	26.0	31	0
20	553 Barksdale Drive (Norborne), SB	Tue	11:00 - 12:00	25	20.1	n/a	25.8	50	0
21	553 Barksdale Drive (Norborne), SB	Thu	17:00 - 18:00	25	20.2	32.0	25.7	77	1
22	553 Barksdale Drive (Norborne), SB	Wed	21:00 - 22:00	25	21.0	39.0	25.7	24	1
23	553 Barksdale Drive (Norborne), SB	Thu	18:00 - 19:00	25	20.0	33.0	25.5	72	2
24	553 Barksdale Drive (Norborne), SB	Fri	7:00 - 8:00	25	19.6	33.0	25.3	30	2
25	553 Barksdale Drive (Norborne), SB	Thu	20:00 - 21:00	25	20.1	35.7	25.3	31	2

ALL TRAFFIC SOLUTIONS

Enforcement Priorities Report

553 Barksdale Drive (Norborne), SB

Start: 2026-01-06
End: 2026-01-16
Times: 0:00:00-23:59:59

Violation Threshold: Speed Limit +10
Speed Range: 1 to 150
Rank Results By: 85% Speed

#	Site	Day of Week	Time	Speed Limit	Average Speed	Average Violator Speed	85% Speed	Average # Vehicles	Average # Violators
1	553 Barksdale Drive (Norborne), SB	Fri	16:00 - 17:00	25	25.7	37.7	31.4	80	9
2	553 Barksdale Drive (Norborne), SB	Fri	18:00 - 19:00	25	25.3	37.6	30.9	66	4
3	553 Barksdale Drive (Norborne), SB	Fri	17:00 - 18:00	25	24.8	38.8	30.4	88	5
4	553 Barksdale Drive (Norborne), SB	Fri	15:00 - 16:00	25	24.5	37.9	30.1	86	6
5	553 Barksdale Drive (Norborne), SB	Fri	20:00 - 21:00	25	24.1	37.0	29.8	55	2
6	553 Barksdale Drive (Norborne), SB	Fri	19:00 - 20:00	25	23.6	39.0	28.4	61	2
7	553 Barksdale Drive (Norborne), SB	Fri	21:00 - 22:00	25	23.7	39.0	28.3	41	2
8	553 Barksdale Drive (Norborne), SB	Mon	8:00 - 9:00	25	21.0	n/a	27.0	33	0
9	553 Barksdale Drive (Norborne), SB	Sun	12:00 - 13:00	25	20.0	42.0	27.0	81	2
10	553 Barksdale Drive (Norborne), SB	Tue	7:00 - 8:00	25	22.0	n/a	27.0	25	0
11	553 Barksdale Drive (Norborne), SB	Thu	8:00 - 9:00	25	23.0	n/a	26.6	20	0
12	553 Barksdale Drive (Norborne), SB	Thu	10:00 - 11:00	25	20.3	n/a	26.5	31	0
13	553 Barksdale Drive (Norborne), SB	Thu	13:00 - 14:00	25	20.0	n/a	26.4	38	0
14	553 Barksdale Drive (Norborne), SB	Thu	12:00 - 13:00	25	21.0	n/a	26.3	30	0
15	553 Barksdale Drive (Norborne), SB	Mon	12:00 - 13:00	25	21.0	n/a	26.0	49	0
16	553 Barksdale Drive (Norborne), SB	Thu	7:00 - 8:00	25	20.3	n/a	26.0	25	0
17	553 Barksdale Drive (Norborne), SB	Sat	9:00 - 10:00	25	23.0	n/a	26.0	25	0
18	553 Barksdale Drive (Norborne), SB	Sat	12:00 - 13:00	25	21.0	n/a	26.0	40	0
19	553 Barksdale Drive (Norborne), SB	Sat	21:00 - 22:00	25	21.0	n/a	26.0	31	0
20	553 Barksdale Drive (Norborne), SB	Tue	11:00 - 12:00	25	20.1	n/a	25.8	50	0
21	553 Barksdale Drive (Norborne), SB	Thu	17:00 - 18:00	25	20.2	n/a	25.7	77	0
22	553 Barksdale Drive (Norborne), SB	Wed	21:00 - 22:00	25	21.0	39.0	25.7	24	1
23	553 Barksdale Drive (Norborne), SB	Thu	18:00 - 19:00	25	20.0	n/a	25.5	72	0
24	553 Barksdale Drive (Norborne), SB	Fri	7:00 - 8:00	25	19.6	n/a	25.3	30	0
25	553 Barksdale Drive (Norborne), SB	Thu	20:00 - 21:00	25	20.1	38.0	25.3	31	1

ALL TRAFFIC SOLUTIONS

Enforcement Priorities Report

553 Barksdale Drive (Norborne), SB

Start: 2026-01-06
End: 2026-01-16
Times: 0:00:00-23:59:59

Violation Threshold: Speed Limit +15
Speed Range: 1 to 150
Rank Results By: 85% Speed

#	Site	Day of Week	Time	Speed Limit	Average Speed	Average Violator Speed	85% Speed	Average # Vehicles	Average # Violators
1	553 Barksdale Drive (Norborne), SB	Fri	16:00 - 17:00	25	25.7	41.0	31.4	80	2
2	553 Barksdale Drive (Norborne), SB	Fri	18:00 - 19:00	25	25.3	42.0	30.9	66	1
3	553 Barksdale Drive (Norborne), SB	Fri	17:00 - 18:00	25	24.8	45.0	30.4	88	1
4	553 Barksdale Drive (Norborne), SB	Fri	15:00 - 16:00	25	24.5	42.0	30.1	86	1
5	553 Barksdale Drive (Norborne), SB	Fri	20:00 - 21:00	25	24.1	n/a	29.8	55	0
6	553 Barksdale Drive (Norborne), SB	Fri	19:00 - 20:00	25	23.6	41.0	28.4	61	1
7	553 Barksdale Drive (Norborne), SB	Fri	21:00 - 22:00	25	23.7	41.0	28.3	41	1
8	553 Barksdale Drive (Norborne), SB	Mon	8:00 - 9:00	25	21.0	n/a	27.0	33	0
9	553 Barksdale Drive (Norborne), SB	Sun	12:00 - 13:00	25	20.0	42.0	27.0	81	2
10	553 Barksdale Drive (Norborne), SB	Tue	7:00 - 8:00	25	22.0	n/a	27.0	25	0
11	553 Barksdale Drive (Norborne), SB	Thu	8:00 - 9:00	25	23.0	n/a	26.6	20	0
12	553 Barksdale Drive (Norborne), SB	Thu	10:00 - 11:00	25	20.3	n/a	26.5	31	0
13	553 Barksdale Drive (Norborne), SB	Thu	13:00 - 14:00	25	20.0	n/a	26.4	38	0
14	553 Barksdale Drive (Norborne), SB	Thu	12:00 - 13:00	25	21.0	n/a	26.3	30	0
15	553 Barksdale Drive (Norborne), SB	Mon	12:00 - 13:00	25	21.0	n/a	26.0	49	0
16	553 Barksdale Drive (Norborne), SB	Thu	7:00 - 8:00	25	20.3	n/a	26.0	25	0
17	553 Barksdale Drive (Norborne), SB	Sat	9:00 - 10:00	25	23.0	n/a	26.0	25	0
18	553 Barksdale Drive (Norborne), SB	Sat	12:00 - 13:00	25	21.0	n/a	26.0	40	0
19	553 Barksdale Drive (Norborne), SB	Sat	21:00 - 22:00	25	21.0	n/a	26.0	31	0
20	553 Barksdale Drive (Norborne), SB	Tue	11:00 - 12:00	25	20.1	n/a	25.8	50	0
21	553 Barksdale Drive (Norborne), SB	Thu	17:00 - 18:00	25	20.2	n/a	25.7	77	0
22	553 Barksdale Drive (Norborne), SB	Wed	21:00 - 22:00	25	21.0	n/a	25.7	24	0
23	553 Barksdale Drive (Norborne), SB	Thu	18:00 - 19:00	25	20.0	n/a	25.5	72	0
24	553 Barksdale Drive (Norborne), SB	Fri	7:00 - 8:00	25	19.6	n/a	25.3	30	0
25	553 Barksdale Drive (Norborne), SB	Thu	20:00 - 21:00	25	20.1	n/a	25.3	31	0

ALL TRAFFIC SOLUTIONS

Extended Speed Summary

553 Barksdale Drive (Norborne), SB

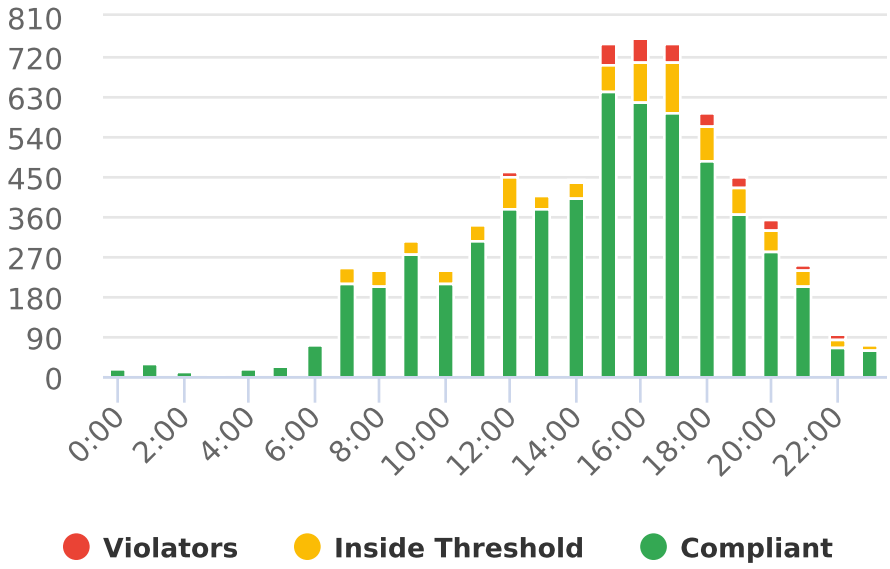
Start: 2026-01-06
End: 2026-01-16
Times: 0:00:00-23:59:59

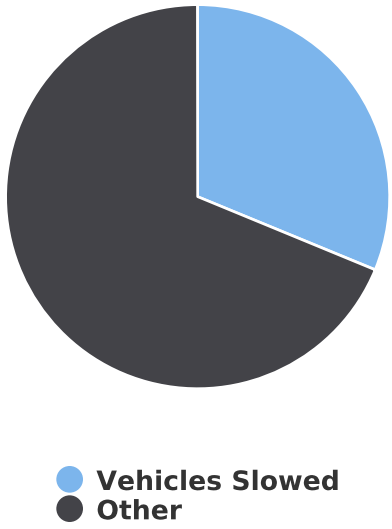
Violation Threshold: Speed Limit + 5
Speed Range: 1 to 150

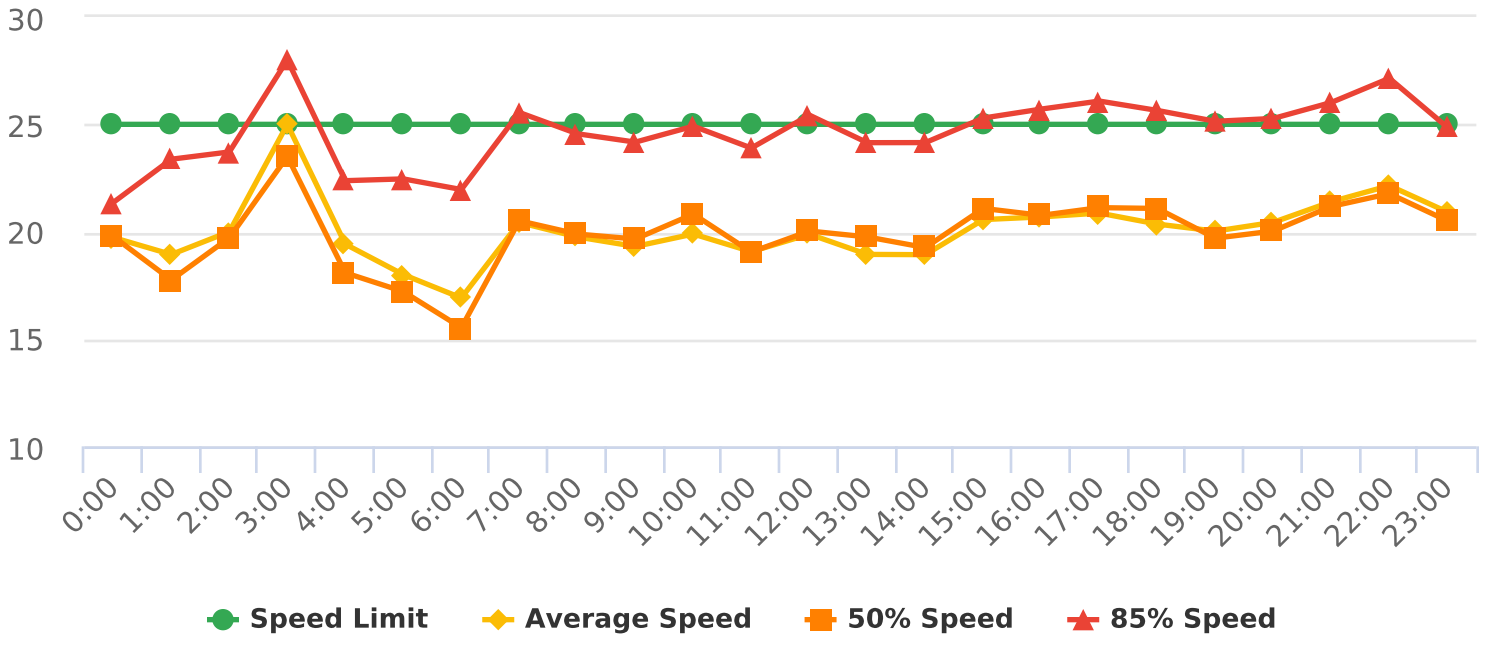
Overall Summary

Total Days of Data: 11
Speed Limit: 25
Average Speed: 20.11
50th Percentile Speed: 20.31
85th Percentile Speed: 25.13
Pace Speed Range: 16-26

Minimum Speed: 10
Maximum Speed: 48
Display Mode: Dependent Messages
Average Volume per Day: 636.2
Total Volume: 6998







ALL TRAFFIC SOLUTIONS

Extended Speed Summary

553 Barksdale Drive (Norborne), SB

Start: 2026-01-06
End: 2026-01-16
Times: 0:00:00-23:59:59

Violation Threshold: Speed Limit + 5
Speed Range: 1 to 150

Time	Sign Mode	Speed Limit	Total # Vehicles	Total # Violator	% Violator	Avg # Vehicles	Avg # Violators	Min Speed	Max Speed	Avg Speed	50% Speed	85% Speed	Sign Effectiveness
0:00	Dependent Messages	25	22	1	4.5%	2.2	0.1	13	34	19.7	19.8	21.4	18.1%
1:00	Dependent Messages	25	32	0	0.0%	3.2	0.0	10	28	18.9	17.8	23.4	40.5%
2:00	Dependent Messages	25	14	1	7.1%	1.4	0.1	12	31	20.0	19.7	23.7	21.4%
3:00	Dependent Messages	25	4	0	0.0%	0.4	0.0	22	30	25.0	23.5	28.0	24.8%
4:00	Dependent Messages	25	24	1	4.2%	2.4	0.1	10	32	19.4	18.1	22.4	25.0%
5:00	Dependent Messages	25	24	0	0.0%	2.4	0.0	10	26	18.0	17.2	22.5	8.3%
6:00	Dependent Messages	25	80	0	0.0%	8.0	0.0	10	30	16.9	15.5	22.0	14.8%
7:00	Dependent Messages	25	254	7	2.8%	25.4	0.7	10	35	20.4	20.5	25.6	21.7%
8:00	Dependent Messages	25	243	1	0.4%	24.3	0.1	10	31	19.8	19.9	24.6	28.5%
9:00	Dependent Messages	25	309	2	0.6%	30.9	0.2	10	35	19.3	19.7	24.2	28.2%
10:00	Dependent Messages	25	243	3	1.2%	24.3	0.3	10	34	19.9	20.8	24.9	30.6%
11:00	Dependent Messages	25	343	2	0.6%	34.3	0.2	10	31	19.1	19.0	23.9	33.0%
12:00	Dependent Messages	25	461	10	2.2%	46.1	1.0	10	42	19.9	20.0	25.4	29.7%
13:00	Dependent Messages	25	412	3	0.7%	37.5	0.3	10	31	18.9	19.8	24.1	30.4%
14:00	Dependent Messages	25	442	2	0.5%	40.2	0.2	10	33	18.9	19.3	24.1	35.9%
15:00	Dependent Messages	25	752	47	6.3%	68.4	4.3	10	43	20.6	21.1	25.3	32.6%
16:00	Dependent Messages	25	764	53	6.9%	69.5	4.8	10	42	20.7	20.8	25.7	34.1%
17:00	Dependent Messages	25	750	44	5.9%	68.2	4.0	10	48	20.9	21.1	26.1	33.5%
18:00	Dependent Messages	25	596	34	5.7%	54.2	3.1	10	42	20.4	21.1	25.6	30.6%
19:00	Dependent Messages	25	452	25	5.5%	41.1	2.3	10	41	20.0	19.7	25.1	31.9%
20:00	Dependent Messages	25	353	23	6.5%	32.1	2.1	10	38	20.4	20.0	25.3	29.4%
21:00	Dependent Messages	25	255	17	6.7%	23.2	1.5	10	41	21.4	21.2	26.0	33.0%
22:00	Dependent Messages	25	96	10	10.4%	8.7	0.9	10	40	22.1	21.8	27.1	32.2%
23:00	Dependent Messages	25	73	3	4.1%	6.6	0.3	10	40	20.9	20.5	24.9	31.5%
Total Volumes/ Avg			**6998**	**289**	**4.1%**	**654.8**	**26.6**	**10**	**48**	**20.1**	**19.9**	**24.6**	**28.3%**
Total/Avg w/o Feedback			**0**	**0**	**0**	**0.0**	**0.0**	**n/a**	**n/a**	**n/a**	**n/a**	**n/a**	**n/a**
Total/Avg w/ Feedback			**6998**	**289**	**4.1%**	**654.8**	**26.6**	**10**	**48**	**20.1**	**19.9**	**24.6**	**28.3%**

ALL TRAFFIC SOLUTIONS

Extended Speed Summary

553 Barksdale Drive (Norborne), SB

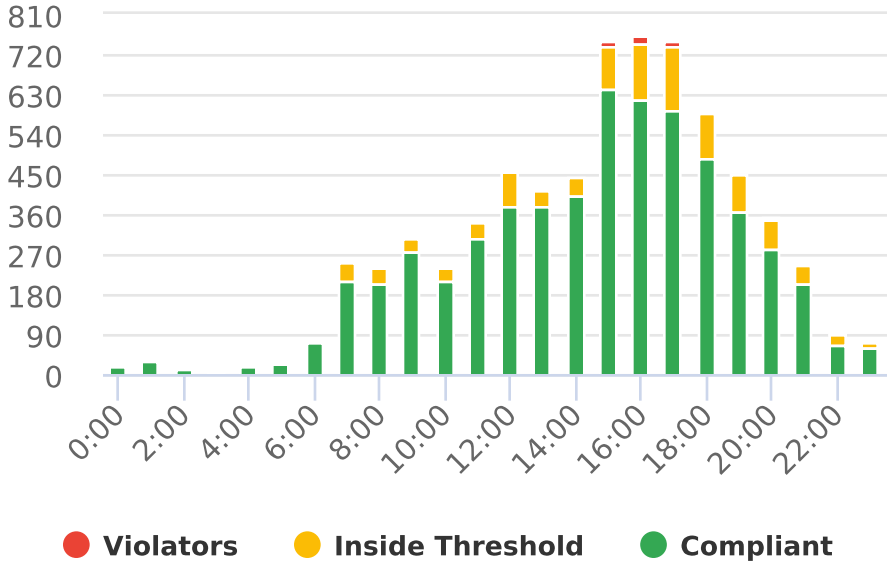
Start: 2026-01-06
End: 2026-01-16
Times: 0:00:00-23:59:59

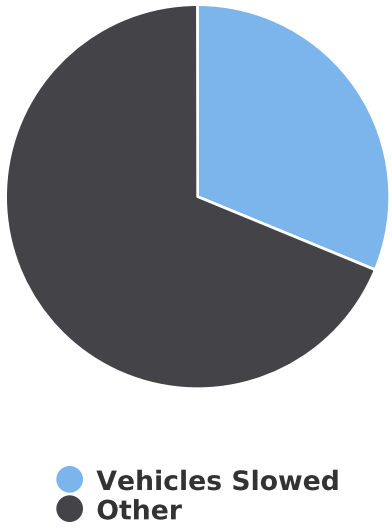
Violation Threshold: Speed Limit + 10
Speed Range: 1 to 150

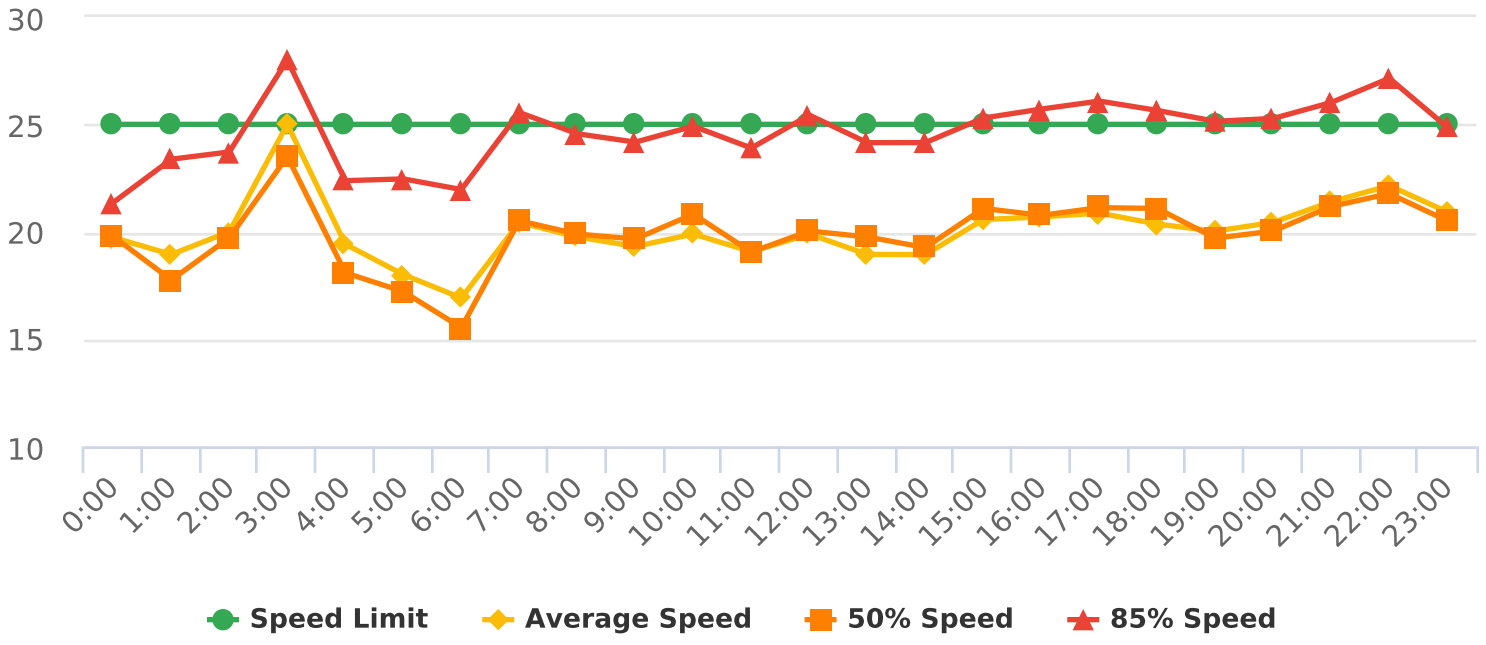
Overall Summary

Total Days of Data: 11
Speed Limit: 25
Average Speed: 20.11
50th Percentile Speed: 20.31
85th Percentile Speed: 25.13
Pace Speed Range: 16-26

Minimum Speed: 10
Maximum Speed: 48
Display Mode: Dependent Messages
Average Volume per Day: 636.2
Total Volume: 6998







ALL TRAFFIC SOLUTIONS

Extended Speed Summary

553 Barksdale Drive (Norborne), SB

Start: 2026-01-06
End: 2026-01-16
Times: 0:00:00-23:59:59

Violation Threshold: Speed Limit + 10
Speed Range: 1 to 150

Time	Sign Mode	Speed Limit	Total # Vehicles	Total # Violator	% Violator	Avg # Vehicles	Avg # Violators	Min Speed	Max Speed	Avg Speed	50% Speed	85% Speed	Sign Effectiveness
0:00	Dependent Messages	25	22	0	0.0%	2.2	0.0	13	34	19.7	19.8	21.4	18.1%
1:00	Dependent Messages	25	32	0	0.0%	3.2	0.0	10	28	18.9	17.8	23.4	40.5%
2:00	Dependent Messages	25	14	0	0.0%	1.4	0.0	12	31	20.0	19.7	23.7	21.4%
3:00	Dependent Messages	25	4	0	0.0%	0.4	0.0	22	30	25.0	23.5	28.0	24.8%
4:00	Dependent Messages	25	24	0	0.0%	2.4	0.0	10	32	19.4	18.1	22.4	25.0%
5:00	Dependent Messages	25	24	0	0.0%	2.4	0.0	10	26	18.0	17.2	22.5	8.3%
6:00	Dependent Messages	25	80	0	0.0%	8.0	0.0	10	30	16.9	15.5	22.0	14.8%
7:00	Dependent Messages	25	254	0	0.0%	25.4	0.0	10	35	20.4	20.5	25.6	21.7%
8:00	Dependent Messages	25	243	0	0.0%	24.3	0.0	10	31	19.8	19.9	24.6	28.5%
9:00	Dependent Messages	25	309	0	0.0%	30.9	0.0	10	35	19.3	19.7	24.2	28.2%
10:00	Dependent Messages	25	243	0	0.0%	24.3	0.0	10	34	19.9	20.8	24.9	30.6%
11:00	Dependent Messages	25	343	0	0.0%	34.3	0.0	10	31	19.1	19.0	23.9	33.0%
12:00	Dependent Messages	25	461	2	0.4%	46.1	0.2	10	42	19.9	20.0	25.4	29.7%
13:00	Dependent Messages	25	412	0	0.0%	37.5	0.0	10	31	18.9	19.8	24.1	30.4%
14:00	Dependent Messages	25	442	0	0.0%	40.2	0.0	10	33	18.9	19.3	24.1	35.9%
15:00	Dependent Messages	25	752	11	1.5%	68.4	1.0	10	43	20.6	21.1	25.3	32.6%
16:00	Dependent Messages	25	764	19	2.5%	69.5	1.7	10	42	20.7	20.8	25.7	34.1%
17:00	Dependent Messages	25	750	9	1.2%	68.2	0.8	10	48	20.9	21.1	26.1	33.5%
18:00	Dependent Messages	25	596	8	1.3%	54.2	0.7	10	42	20.4	21.1	25.6	30.6%
19:00	Dependent Messages	25	452	3	0.7%	41.1	0.3	10	41	20.0	19.7	25.1	31.9%
20:00	Dependent Messages	25	353	6	1.7%	32.1	0.5	10	38	20.4	20.0	25.3	29.4%
21:00	Dependent Messages	25	255	7	2.7%	23.2	0.6	10	41	21.4	21.2	26.0	33.0%
22:00	Dependent Messages	25	96	4	4.2%	8.7	0.4	10	40	22.1	21.8	27.1	32.2%
23:00	Dependent Messages	25	73	2	2.7%	6.6	0.2	10	40	20.9	20.5	24.9	31.5%
Total Volumes/ Avg			**6998**	**71**	**1.0%**	**654.8**	**6.4**	**10**	**48**	**20.1**	**19.9**	**24.6**	**28.3%**
Total/Avg w/o Feedback			**0**	**0**	**0**	**0.0**	**0.0**	**n/a**	**n/a**	**n/a**	**n/a**	**n/a**	**n/a**
Total/Avg w/ Feedback			**6998**	**71**	**1.0%**	**654.8**	**6.4**	**10**	**48**	**20.1**	**19.9**	**24.6**	**28.3%**

ALL TRAFFIC SOLUTIONS

Extended Speed Summary

553 Barksdale Drive (Norborne), SB

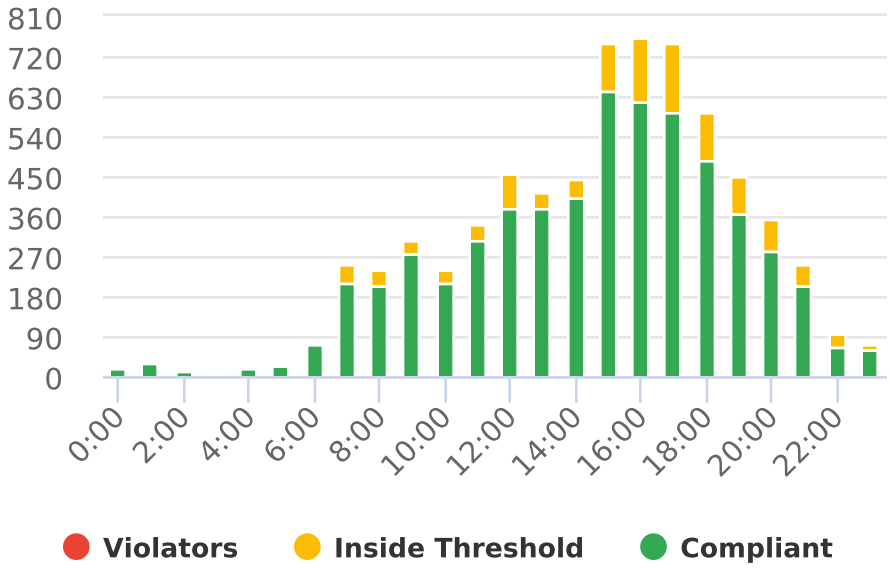
Start: 2026-01-06
End: 2026-01-16
Times: 0:00:00-23:59:59

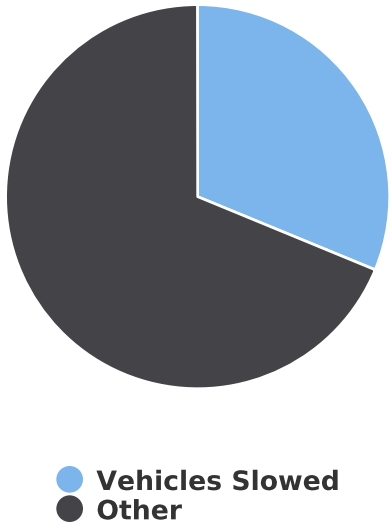
Violation Threshold: Speed Limit + 15
Speed Range: 1 to 150

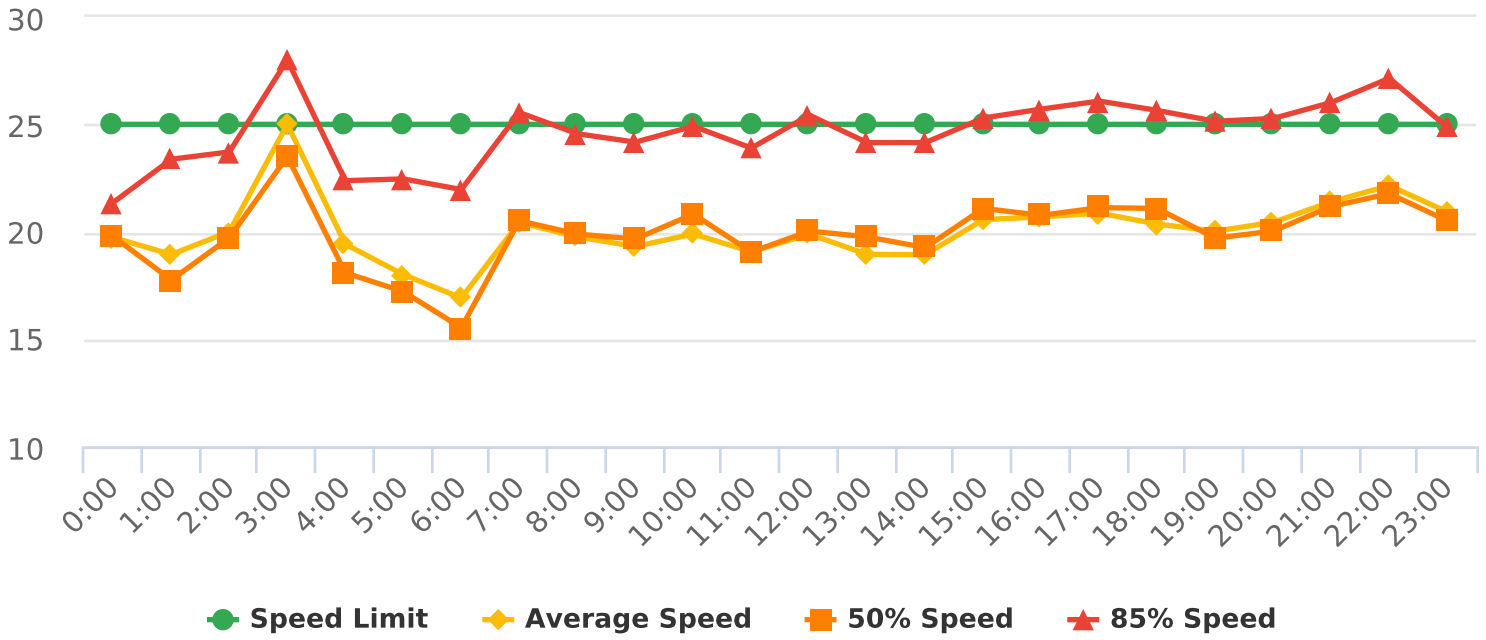
Overall Summary

Total Days of Data: 11
Speed Limit: 25
Average Speed: 20.11
50th Percentile Speed: 20.31
85th Percentile Speed: 25.13
Pace Speed Range: 16-26

Minimum Speed: 10
Maximum Speed: 48
Display Mode: Dependent Messages
Average Volume per Day: 636.2
Total Volume: 6998







ALL TRAFFIC SOLUTIONS

Extended Speed Summary

553 Barksdale Drive (Norborne), SB

Start: 2026-01-06
End: 2026-01-16
Times: 0:00:00-23:59:59

Violation Threshold: Speed Limit + 15
Speed Range: 1 to 150

Time	Sign Mode	Speed Limit	Total # Vehicles	Total # Violator	% Violator	Avg # Vehicles	Avg # Violators	Min Speed	Max Speed	Avg Speed	50% Speed	85% Speed	Sign Effectiveness
0:00	Dependent Messages	25	22	0	0.0%	2.2	0.0	13	34	19.7	19.8	21.4	18.1%
1:00	Dependent Messages	25	32	0	0.0%	3.2	0.0	10	28	18.9	17.8	23.4	40.5%
2:00	Dependent Messages	25	14	0	0.0%	1.4	0.0	12	31	20.0	19.7	23.7	21.4%
3:00	Dependent Messages	25	4	0	0.0%	0.4	0.0	22	30	25.0	23.5	28.0	24.8%
4:00	Dependent Messages	25	24	0	0.0%	2.4	0.0	10	32	19.4	18.1	22.4	25.0%
5:00	Dependent Messages	25	24	0	0.0%	2.4	0.0	10	26	18.0	17.2	22.5	8.3%
6:00	Dependent Messages	25	80	0	0.0%	8.0	0.0	10	30	16.9	15.5	22.0	14.8%
7:00	Dependent Messages	25	254	0	0.0%	25.4	0.0	10	35	20.4	20.5	25.6	21.7%
8:00	Dependent Messages	25	243	0	0.0%	24.3	0.0	10	31	19.8	19.9	24.6	28.5%
9:00	Dependent Messages	25	309	0	0.0%	30.9	0.0	10	35	19.3	19.7	24.2	28.2%
10:00	Dependent Messages	25	243	0	0.0%	24.3	0.0	10	34	19.9	20.8	24.9	30.6%
11:00	Dependent Messages	25	343	0	0.0%	34.3	0.0	10	31	19.1	19.0	23.9	33.0%
12:00	Dependent Messages	25	461	2	0.4%	46.1	0.2	10	42	19.9	20.0	25.4	29.7%
13:00	Dependent Messages	25	412	0	0.0%	37.5	0.0	10	31	18.9	19.8	24.1	30.4%
14:00	Dependent Messages	25	442	0	0.0%	40.2	0.0	10	33	18.9	19.3	24.1	35.9%
15:00	Dependent Messages	25	752	2	0.3%	68.4	0.2	10	43	20.6	21.1	25.3	32.6%
16:00	Dependent Messages	25	764	3	0.4%	69.5	0.3	10	42	20.7	20.8	25.7	34.1%
17:00	Dependent Messages	25	750	2	0.3%	68.2	0.2	10	48	20.9	21.1	26.1	33.5%
18:00	Dependent Messages	25	596	1	0.2%	54.2	0.1	10	42	20.4	21.1	25.6	30.6%
19:00	Dependent Messages	25	452	1	0.2%	41.1	0.1	10	41	20.0	19.7	25.1	31.9%
20:00	Dependent Messages	25	353	0	0.0%	32.1	0.0	10	38	20.4	20.0	25.3	29.4%
21:00	Dependent Messages	25	255	3	1.2%	23.2	0.3	10	41	21.4	21.2	26.0	33.0%
22:00	Dependent Messages	25	96	0	0.0%	8.7	0.0	10	40	22.1	21.8	27.1	32.2%
23:00	Dependent Messages	25	73	0	0.0%	6.6	0.0	10	40	20.9	20.5	24.9	31.5%
Total Volumes/ Avg			**6998**	**14**	**0.2%**	**654.8**	**1.4**	**10**	**48**	**20.1**	**19.9**	**24.6**	**28.3%**
Total/Avg w/o Feedback			**0**	**0**	**0**	**0.0**	**0.0**	**n/a**	**n/a**	**n/a**	**n/a**	**n/a**	**n/a**
Total/Avg w/ Feedback			**6998**	**14**	**0.2%**	**654.8**	**1.4**	**10**	**48**	**20.1**	**19.9**	**24.6**	**28.3%**

NEIGHBORHOOD TRAFFIC SUMMARY



Posted Speed Limit

Violation Threshold= Speed Limit + 5mph

Traffic Study Dates:

01/06/2026 - 01/16/2026

Times: 0:00:00 - 23:59:59

Traffic Study Location:

553 Barksdale Drive (Norborne), SB

Violators	Total Vehicles	Min Speed	Average Speed	Max Speed
289	6998	10 MPH	20 MPH	48 MPH



Compliance Rate



Vehicles Slowed Down*



85th Percentile Speed**

*Vehicles that slowed down represents the number of vehicles that decreased speed in response to the radar feedback sign display.

**85th Percentile Speed refers to the maximum speed that 85% of drivers will not exceed on a given road, even if there were no speed limits, stop signs, or traffic signals.

Generated by Charles Town PD-WV on 01-20-2026

NEIGHBORHOOD TRAFFIC SUMMARY

SPEED LIMIT 25

Posted Speed Limit

Violation Threshold= Speed Limit + 10mph

Traffic Study Dates:

01/06/2026 - 01/16/2026

Times: 0:00:00 - 23:59:59

Traffic Study Location:

553 Barksdale Drive (Norborne), SB

Violators	Total Vehicles	Min Speed	Average Speed	Max Speed
71	6998	10 MPH	20 MPH	48 MPH



Compliance Rate



Vehicles Slowed Down*



85th Percentile Speed**

*Vehicles that slowed down represents the number of vehicles that decreased speed in response to the radar feedback sign display.

**85th Percentile Speed refers to the maximum speed that 85% of drivers will not exceed on a given road, even if there were no speed limits, stop signs, or traffic signals.

Generated by Charles Town PD-WV on 01-20-2026

NEIGHBORHOOD TRAFFIC SUMMARY



Posted Speed Limit

Violation Threshold= Speed Limit + 15mph

Traffic Study Dates:

01/06/2026 - 01/16/2026

Times: 0:00:00 - 23:59:59

Traffic Study Location:

553 Barksdale Drive (Norborne), SB

Violators	Total Vehicles	Min Speed	Average Speed	Max Speed
14	6998	10 MPH	20 MPH	48 MPH



Compliance Rate



Vehicles Slowed Down*



85th Percentile Speed**

*Vehicles that slowed down represents the number of vehicles that decreased speed in response to the radar feedback sign display.

**85th Percentile Speed refers to the maximum speed that 85% of drivers will not exceed on a given road, even if there were no speed limits, stop signs, or traffic signals.

Generated by Charles Town PD-WV on 01-20-2026

Date	Time	Resolution	Total Volume	Max Speed	Min Speed	Mean Speed	85% Speed	Median Speed	Pace Speed
2026-01-06	13:30:00.0000000	60	4	17	12	15.0	17.0	15.0	15.0
2026-01-06	14:00:00.0000000	60	13	26	11	20.0	24.0	20.0	22.0
2026-01-06	14:15:00.0000000	60	27	27	10	18.0	25.0	17.0	16.0
2026-01-06	15:00:00.0000000	60	82	25	10	18.0	22.0	19.0	18.0
2026-01-06	16:00:00.0000000	60	72	33	10	20.0	24.0	20.0	19.0
2026-01-06	17:00:00.0000000	60	22	27	11	21.0	25.0	21.0	22.0
2026-01-06	17:15:00.0000000	60	61	32	10	19.0	24.0	19.0	18.0
2026-01-06	18:00:00.0000000	60	70	28	10	18.0	24.0	19.0	17.0
2026-01-06	19:00:00.0000000	60	40	28	11	19.0	25.0	19.0	21.0
2026-01-06	20:00:00.0000000	60	9	25	10	18.0	22.0	20.0	21.0
2026-01-06	20:15:00.0000000	60	26	30	12	19.0	24.0	20.0	17.0
2026-01-06	21:00:00.0000000	60	18	27	10	19.0	24.0	20.0	22.0
2026-01-06	22:00:00.0000000	60	3	24	18	22.0	24.0	24.0	21.0
2026-01-06	23:00:00.0000000	60	0	0	0	0.0	0.0	0.0	0.0
2026-01-06	23:15:00.0000000	60	8	25	11	17.0	23.0	14.0	15.0
2026-01-07	00:00:00.0000000	60	0	0	0	0.0	0.0	0.0	0.0
2026-01-07	01:00:00.0000000	60	0	0	0	0.0	0.0	0.0	0.0
2026-01-07	02:00:00.0000000	60	0	0	0	0.0	0.0	0.0	0.0
2026-01-07	02:15:00.0000000	60	1	17	17	17.0	17.0	17.0	17.0
2026-01-07	03:00:00.0000000	60	0	0	0	0.0	0.0	0.0	0.0
2026-01-07	03:55:00.0000000	60	0	0	0	0.0	0.0	0.0	0.0
2026-01-07	04:00:00.0000000	60	0	0	0	0.0	0.0	0.0	0.0
2026-01-07	05:00:00.0000000	60	0	0	0	0.0	0.0	0.0	0.0
2026-01-07	05:10:00.0000000	60	3	23	22	23.0	23.0	23.0	23.0

2026-01-07	06:00:00.0 600000	1	11	11	11.0	11.0	11.0	11.0
2026-01-07	07:00:00.0 600000	47	29	10	20.0	25.0	21.0	20.0
2026-01-07	08:00:00.0 600000	6	25	13	19.0	22.0	18.0	20.0
2026-01-07	08:10:00.0 600000	32	28	10	18.0	23.0	18.0	17.0
2026-01-07	09:00:00.0 600000	30	29	11	17.0	24.0	16.0	16.0
2026-01-07	10:00:00.0 600000	26	28	10	19.0	24.0	19.0	19.0
2026-01-07	11:00:00.0 600000	11	17	10	14.0	17.0	15.0	14.0
2026-01-07	11:10:00.0 600000	40	27	10	19.0	24.0	20.0	20.0
2026-01-07	12:00:00.0 600000	52	34	10	19.0	24.0	19.0	19.0
2026-01-07	13:00:00.0 600000	41	29	10	18.0	24.0	19.0	17.0
2026-01-07	14:00:00.0 600000	19	24	11	19.0	23.0	20.0	20.0
2026-01-07	14:10:00.0 600000	65	29	10	18.0	24.0	17.0	16.0
2026-01-07	15:00:00.0 600000	82	29	10	19.0	24.0	20.0	21.0
2026-01-07	16:00:00.0 600000	69	40	10	18.0	23.0	18.0	17.0
2026-01-07	17:00:00.0 600000	9	25	13	19.0	23.0	20.0	18.0
2026-01-07	17:10:00.0 600000	95	33	10	19.0	25.0	19.0	22.0
2026-01-07	18:00:00.0 600000	61	26	10	18.0	22.0	19.0	18.0
2026-01-07	19:00:00.0 600000	30	28	10	18.0	23.0	17.0	19.0
2026-01-07	20:00:00.0 600000	11	27	10	16.0	20.0	16.0	15.0
2026-01-07	20:10:00.0 600000	26	27	12	20.0	25.0	20.0	23.0
2026-01-07	21:00:00.0 600000	32	39	11	22.0	26.0	22.0	23.0
2026-01-07	22:00:00.0 600000	3	25	17	22.0	25.0	23.0	21.0
2026-01-07	23:00:00.0 600000	0	0	0	0.0	0.0	0.0	0.0
2026-01-07	23:10:00.0 600000	2	18	15	17.0	18.0	15.0	17.0
2026-01-08	00:00:00.0 600000	0	0	0	0.0	0.0	0.0	0.0

2026-01-08	01:00:00.0 600000	0	0	0	0.0	0.0	0.0	0.0
2026-01-08	02:00:00.0 600000	0	0	0	0.0	0.0	0.0	0.0
2026-01-08	02:10:00.0 600000	1	31	31	31.0	31.0	31.0	31.0
2026-01-08	03:00:00.0 600000	0	0	0	0.0	0.0	0.0	0.0
2026-01-08	03:55:00.0 600000	0	0	0	0.0	0.0	0.0	0.0
2026-01-08	04:00:00.0 600000	2	18	15	17.0	18.0	15.0	17.0
2026-01-08	05:00:00.0 600000	0	0	0	0.0	0.0	0.0	0.0
2026-01-08	05:10:00.0 600000	1	25	25	25.0	25.0	25.0	25.0
2026-01-08	06:00:00.0 600000	6	28	11	22.0	25.0	24.0	24.0
2026-01-08	07:00:00.0 600000	16	29	14	21.0	26.0	19.0	22.0
2026-01-08	08:00:00.0 600000	8	27	11	20.0	26.0	17.0	20.0
2026-01-08	08:10:00.0 600000	12	27	13	22.0	27.0	23.0	22.0
2026-01-08	09:00:00.0 600000	33	27	10	21.0	25.0	23.0	22.0
2026-01-08	10:00:00.0 600000	33	29	10	18.0	26.0	19.0	16.0
2026-01-08	11:00:00.0 600000	4	20	12	16.0	18.0	12.0	16.0
2026-01-08	11:10:00.0 600000	24	25	10	18.0	24.0	19.0	20.0
2026-01-08	12:00:00.0 600000	44	34	10	20.0	26.0	21.0	23.0
2026-01-08	13:00:00.0 600000	54	31	11	20.0	27.0	21.0	19.0
2026-01-08	14:00:00.0 600000	0	0	0	0.0	0.0	0.0	0.0
2026-01-08	14:10:00.0 600000	26	26	10	17.0	24.0	16.0	15.0
2026-01-08	15:00:00.0 600000	58	27	11	20.0	24.0	20.0	20.0
2026-01-08	16:00:00.0 600000	73	32	10	18.0	23.0	18.0	16.0
2026-01-08	17:00:00.0 600000	19	28	10	20.0	25.0	20.0	22.0
2026-01-08	17:10:00.0 600000	71	26	10	18.0	24.0	19.0	19.0
2026-01-08	18:00:00.0 600000	71	29	10	19.0	25.0	20.0	21.0

2026-01-08	19:00:00.0 600000	32	27	10	18.0	24.0	19.0	18.0
2026-01-08	20:00:00.0 600000	10	27	13	19.0	24.0	18.0	20.0
2026-01-08	20:10:00.0 600000	26	25	10	19.0	23.0	19.0	20.0
2026-01-08	21:00:00.0 600000	26	41	10	20.0	25.0	19.0	17.0
2026-01-08	22:00:00.0 600000	13	32	11	19.0	30.0	19.0	16.0
2026-01-08	23:00:00.0 600000	1	11	11	11.0	11.0	11.0	11.0
2026-01-08	23:10:00.0 600000	4	26	19	23.0	25.0	23.0	23.0
2026-01-09	00:00:00.0 600000	0	0	0	0.0	0.0	0.0	0.0
2026-01-09	01:00:00.0 600000	0	0	0	0.0	0.0	0.0	0.0
2026-01-09	02:00:00.0 600000	0	0	0	0.0	0.0	0.0	0.0
2026-01-09	02:10:00.0 600000	0	0	0	0.0	0.0	0.0	0.0
2026-01-09	03:00:00.0 600000	0	0	0	0.0	0.0	0.0	0.0
2026-01-09	03:55:00.0 600000	0	0	0	0.0	0.0	0.0	0.0
2026-01-09	04:00:00.0 600000	0	0	0	0.0	0.0	0.0	0.0
2026-01-09	05:00:00.0 600000	0	0	0	0.0	0.0	0.0	0.0
2026-01-09	05:10:00.0 600000	0	0	0	0.0	0.0	0.0	0.0
2026-01-09	06:00:00.0 600000	11	22	10	14.0	20.0	12.0	15.0
2026-01-09	07:00:00.0 600000	35	35	10	20.0	27.0	20.0	22.0
2026-01-09	08:00:00.0 600000	2	21	13	17.0	21.0	13.0	17.0
2026-01-09	08:10:00.0 600000	26	30	11	18.0	24.0	18.0	16.0
2026-01-09	09:00:00.0 600000	57	30	10	19.0	25.0	18.0	22.0
2026-01-09	10:00:00.0 600000	16	26	10	18.0	24.0	20.0	20.0
2026-01-09	11:00:00.0 600000	2	22	11	17.0	22.0	11.0	17.0
2026-01-09	11:10:00.0 600000	36	25	10	16.0	22.0	14.0	14.0
2026-01-09	12:00:00.0 600000	46	27	10	17.0	22.0	17.0	17.0

2026-01-09	13:00:00.0 600000	62	31	10	19.0	24.0	19.0	20.0
2026-01-09	14:00:00.0 600000	2	23	19	21.0	23.0	19.0	21.0
2026-01-09	14:10:00.0 600000	18	28	12	20.0	22.0	21.0	18.0
2026-01-09	15:00:00.0 600000	66	29	10	19.0	24.0	19.0	20.0
2026-01-09	16:00:00.0 600000	53	28	10	19.0	22.0	19.0	18.0
2026-01-09	17:00:00.0 600000	11	21	11	16.0	20.0	15.0	16.0
2026-01-09	17:10:00.0 600000	44	27	10	18.0	23.0	18.0	19.0
2026-01-09	18:00:00.0 600000	25	24	10	17.0	22.0	17.0	17.0
2026-01-09	19:00:00.0 600000	44	26	10	16.0	22.0	14.0	15.0
2026-01-09	20:00:00.0 600000	8	20	10	15.0	19.0	13.0	15.0
2026-01-09	20:10:00.0 600000	19	28	10	20.0	25.0	20.0	23.0
2026-01-09	21:00:00.0 600000	46	27	10	20.0	24.0	20.0	20.0
2026-01-09	22:00:00.0 600000	4	23	12	17.0	18.0	14.0	16.0
2026-01-09	23:00:00.0 600000	6	24	10	18.0	22.0	19.0	20.0
2026-01-09	23:10:00.0 600000	3	21	13	17.0	21.0	17.0	17.0
2026-01-10	00:00:00.0 600000	6	24	15	20.0	22.0	21.0	20.0
2026-01-10	01:00:00.0 600000	15	26	10	16.0	22.0	14.0	14.0
2026-01-10	02:00:00.0 600000	0	0	0	0.0	0.0	0.0	0.0
2026-01-10	02:10:00.0 600000	8	27	13	21.0	27.0	21.0	22.0
2026-01-10	03:00:00.0 600000	1	22	22	22.0	22.0	22.0	22.0
2026-01-10	03:55:00.0 600000	0	0	0	0.0	0.0	0.0	0.0
2026-01-10	04:00:00.0 600000	0	0	0	0.0	0.0	0.0	0.0
2026-01-10	05:00:00.0 600000	0	0	0	0.0	0.0	0.0	0.0
2026-01-10	05:10:00.0 600000	0	0	0	0.0	0.0	0.0	0.0
2026-01-10	06:00:00.0 600000	2	11	10	11.0	11.0	10.0	11.0

2026-01-10	07:00:00.0 600000	0	0	0	0.0	0.0	0.0	0.0
2026-01-10	08:00:00.0 600000	0	0	0	0.0	0.0	0.0	0.0
2026-01-10	08:10:00.0 600000	11	24	11	18.0	20.0	18.0	17.0
2026-01-10	09:00:00.0 600000	25	35	11	23.0	26.0	24.0	21.0
2026-01-10	10:00:00.0 600000	32	27	10	20.0	25.0	22.0	21.0
2026-01-10	11:00:00.0 600000	2	21	17	19.0	21.0	17.0	19.0
2026-01-10	11:10:00.0 600000	43	29	10	21.0	25.0	22.0	23.0
2026-01-10	12:00:00.0 600000	40	29	12	21.0	26.0	22.0	21.0
2026-01-10	13:00:00.0 600000	32	28	12	21.0	24.0	22.0	19.0
2026-01-10	14:00:00.0 600000	3	24	10	16.0	24.0	13.0	12.0
2026-01-10	14:10:00.0 600000	30	29	10	21.0	25.0	22.0	22.0
2026-01-10	15:00:00.0 600000	38	31	11	21.0	25.0	21.0	22.0
2026-01-10	16:00:00.0 600000	32	28	10	19.0	24.0	18.0	20.0
2026-01-10	17:00:00.0 600000	4	30	10	18.0	19.0	14.0	15.0
2026-01-10	17:10:00.0 600000	40	29	10	20.0	25.0	21.0	23.0
2026-01-10	18:00:00.0 600000	69	27	10	18.0	24.0	19.0	19.0
2026-01-10	19:00:00.0 600000	49	27	10	18.0	22.0	18.0	19.0
2026-01-10	20:00:00.0 600000	8	19	10	15.0	18.0	14.0	15.0
2026-01-10	20:10:00.0 600000	20	26	11	18.0	23.0	18.0	18.0
2026-01-10	21:00:00.0 600000	31	30	10	21.0	26.0	21.0	21.0
2026-01-10	22:00:00.0 600000	10	25	18	22.0	25.0	23.0	22.0
2026-01-10	23:00:00.0 600000	0	0	0	0.0	0.0	0.0	0.0
2026-01-10	23:10:00.0 600000	19	25	12	19.0	24.0	19.0	19.0
2026-01-11	00:00:00.0 600000	5	19	13	16.0	17.0	16.0	16.0
2026-01-11	01:00:00.0 600000	12	28	13	23.0	26.0	23.0	23.0

2026-01-11	02:00:00.0 600000	0	0	0	0.0	0.0	0.0	0.0
2026-01-11	02:10:00.0 600000	0	0	0	0.0	0.0	0.0	0.0
2026-01-11	03:00:00.0 600000	0	0	0	0.0	0.0	0.0	0.0
2026-01-11	03:55:00.0 600000	0	0	0	0.0	0.0	0.0	0.0
2026-01-11	04:00:00.0 600000	0	0	0	0.0	0.0	0.0	0.0
2026-01-11	05:00:00.0 600000	0	0	0	0.0	0.0	0.0	0.0
2026-01-11	05:10:00.0 600000	0	0	0	0.0	0.0	0.0	0.0
2026-01-11	06:00:00.0 600000	0	0	0	0.0	0.0	0.0	0.0
2026-01-11	07:00:00.0 600000	3	32	22	26.0	32.0	25.0	27.0
2026-01-11	08:00:00.0 600000	0	0	0	0.0	0.0	0.0	0.0
2026-01-11	08:10:00.0 600000	0	0	0	0.0	0.0	0.0	0.0
2026-01-11	09:00:00.0 600000	24	26	10	18.0	24.0	17.0	21.0
2026-01-11	10:00:00.0 600000	18	29	10	17.0	21.0	17.0	15.0
2026-01-11	11:00:00.0 600000	7	27	10	19.0	27.0	20.0	22.0
2026-01-11	11:10:00.0 600000	38	28	10	18.0	23.0	17.0	16.0
2026-01-11	12:00:00.0 600000	81	42	10	20.0	27.0	20.0	24.0
2026-01-11	13:00:00.0 600000	53	31	10	17.0	23.0	17.0	15.0
2026-01-11	14:00:00.0 600000	3	25	12	20.0	25.0	23.0	24.0
2026-01-11	14:10:00.0 600000	30	33	10	19.0	25.0	17.0	16.0
2026-01-11	15:00:00.0 600000	57	29	10	20.0	25.0	22.0	22.0
2026-01-11	16:00:00.0 600000	52	26	10	19.0	23.0	19.0	20.0
2026-01-11	17:00:00.0 600000	5	31	17	24.0	27.0	25.0	22.0
2026-01-11	17:10:00.0 600000	10	29	16	25.0	28.0	26.0	25.0
2026-01-11	18:00:00.0 600000	10	25	20	23.0	24.0	22.0	23.0
2026-01-11	19:00:00.0 600000	19	26	14	21.0	24.0	22.0	21.0

2026-01-11	20:00:00.0 600000	1	27	27	27.0	27.0	27.0	27.0
2026-01-11	20:10:00.0 600000	13	33	19	23.0	24.0	21.0	22.0
2026-01-11	21:00:00.0 600000	3	26	22	23.0	26.0	22.0	24.0
2026-01-11	22:00:00.0 600000	1	27	27	27.0	27.0	27.0	27.0
2026-01-11	23:00:00.0 600000	0	0	0	0.0	0.0	0.0	0.0
2026-01-11	23:10:00.0 600000	6	26	20	23.0	26.0	21.0	23.0
2026-01-12	00:00:00.0 600000	0	0	0	0.0	0.0	0.0	0.0
2026-01-12	01:00:00.0 600000	0	0	0	0.0	0.0	0.0	0.0
2026-01-12	02:00:00.0 600000	0	0	0	0.0	0.0	0.0	0.0
2026-01-12	02:10:00.0 600000	0	0	0	0.0	0.0	0.0	0.0
2026-01-12	03:00:00.0 600000	0	0	0	0.0	0.0	0.0	0.0
2026-01-12	03:55:00.0 600000	0	0	0	0.0	0.0	0.0	0.0
2026-01-12	04:00:00.0 600000	7	30	14	21.0	27.0	19.0	19.0
2026-01-12	05:00:00.0 600000	0	0	0	0.0	0.0	0.0	0.0
2026-01-12	05:10:00.0 600000	3	19	11	16.0	19.0	18.0	15.0
2026-01-12	06:00:00.0 600000	19	23	10	15.0	21.0	14.0	15.0
2026-01-12	07:00:00.0 600000	25	26	14	22.0	25.0	22.0	22.0
2026-01-12	08:00:00.0 600000	9	28	10	21.0	27.0	22.0	24.0
2026-01-12	08:10:00.0 600000	24	30	10	21.0	27.0	21.0	23.0
2026-01-12	09:00:00.0 600000	5	29	15	24.0	26.0	26.0	27.0
2026-01-12	10:00:00.0 600000	28	27	13	21.0	25.0	22.0	22.0
2026-01-12	11:00:00.0 600000	6	24	10	20.0	23.0	22.0	20.0
2026-01-12	11:10:00.0 600000	14	24	11	18.0	24.0	17.0	19.0
2026-01-12	12:00:00.0 600000	49	29	10	21.0	26.0	21.0	23.0
2026-01-12	13:00:00.0 600000	55	25	10	18.0	23.0	19.0	20.0

2026-01-12	14:00:00.0 600000	13	23	12	17.0	20.0	17.0	17.0
2026-01-12	14:10:00.0 600000	37	26	10	18.0	25.0	20.0	21.0
2026-01-12	15:00:00.0 600000	74	28	10	19.0	24.0	20.0	20.0
2026-01-12	16:00:00.0 600000	64	31	10	20.0	25.0	20.0	21.0
2026-01-12	17:00:00.0 600000	2	14	12	13.0	14.0	12.0	13.0
2026-01-12	17:10:00.0 600000	44	33	11	20.0	24.0	21.0	20.0
2026-01-12	18:00:00.0 600000	15	24	16	21.0	23.0	21.0	20.0
2026-01-12	19:00:00.0 600000	30	33	14	21.0	25.0	21.0	20.0
2026-01-12	20:00:00.0 600000	3	17	12	15.0	17.0	15.0	15.0
2026-01-12	20:10:00.0 600000	12	26	15	20.0	23.0	19.0	20.0
2026-01-12	21:00:00.0 600000	13	31	10	23.0	26.0	24.0	27.0
2026-01-12	22:00:00.0 600000	9	28	12	19.0	23.0	19.0	19.0
2026-01-12	23:00:00.0 600000	0	0	0	0.0	0.0	0.0	0.0
2026-01-12	23:10:00.0 600000	0	0	0	0.0	0.0	0.0	0.0
2026-01-13	00:00:00.0 600000	3	25	19	22.0	25.0	23.0	22.0
2026-01-13	01:00:00.0 600000	1	22	22	22.0	22.0	22.0	22.0
2026-01-13	02:00:00.0 600000	0	0	0	0.0	0.0	0.0	0.0
2026-01-13	02:10:00.0 600000	0	0	0	0.0	0.0	0.0	0.0
2026-01-13	03:00:00.0 600000	0	0	0	0.0	0.0	0.0	0.0
2026-01-13	03:55:00.0 600000	0	0	0	0.0	0.0	0.0	0.0
2026-01-13	04:00:00.0 600000	7	25	15	19.0	20.0	19.0	20.0
2026-01-13	05:00:00.0 600000	0	0	0	0.0	0.0	0.0	0.0
2026-01-13	05:10:00.0 600000	2	26	11	19.0	26.0	11.0	19.0
2026-01-13	06:00:00.0 600000	7	30	11	17.0	25.0	14.0	13.0
2026-01-13	07:00:00.0 600000	25	29	14	22.0	27.0	22.0	24.0

2026-01-13	08:00:00.0 600000	7	27	15	22.0	25.0	23.0	21.0
2026-01-13	08:10:00.0 600000	20	28	10	20.0	25.0	20.0	20.0
2026-01-13	09:00:00.0 600000	18	29	15	23.0	27.0	23.0	23.0
2026-01-13	10:00:00.0 600000	21	29	10	19.0	25.0	19.0	20.0
2026-01-13	11:00:00.0 600000	5	25	11	21.0	24.0	24.0	23.0
2026-01-13	11:10:00.0 600000	45	29	10	20.0	26.0	20.0	23.0
2026-01-13	12:00:00.0 600000	50	31	10	18.0	24.0	16.0	16.0
2026-01-13	13:00:00.0 600000	47	26	10	18.0	23.0	20.0	20.0
2026-01-13	14:00:00.0 600000	9	24	13	20.0	23.0	21.0	20.0
2026-01-13	14:10:00.0 600000	12	26	10	19.0	23.0	20.0	21.0
2026-01-13	15:00:00.0 600000	54	35	10	19.0	24.0	19.0	20.0
2026-01-13	16:00:00.0 600000	88	28	10	18.0	24.0	19.0	17.0
2026-01-13	17:00:00.0 600000	12	30	10	19.0	22.0	21.0	17.0
2026-01-13	17:10:00.0 600000	56	26	10	19.0	24.0	20.0	20.0
2026-01-13	18:00:00.0 600000	35	28	10	18.0	22.0	20.0	18.0
2026-01-13	19:00:00.0 600000	50	27	10	18.0	24.0	18.0	21.0
2026-01-13	20:00:00.0 600000	10	27	11	17.0	23.0	16.0	16.0
2026-01-13	20:10:00.0 600000	19	25	11	16.0	19.0	14.0	16.0
2026-01-13	21:00:00.0 600000	26	26	10	18.0	23.0	17.0	16.0
2026-01-13	22:00:00.0 600000	7	26	10	18.0	22.0	17.0	17.0
2026-01-13	23:00:00.0 600000	0	0	0	0.0	0.0	0.0	0.0
2026-01-13	23:10:00.0 600000	4	28	18	24.0	26.0	24.0	23.0
2026-01-14	00:00:00.0 600000	4	22	14	18.0	19.0	18.0	18.0
2026-01-14	01:00:00.0 600000	0	0	0	0.0	0.0	0.0	0.0
2026-01-14	02:00:00.0 600000	0	0	0	0.0	0.0	0.0	0.0

2026-01-14	02:10:00.0 600000	0	0	0	0.0	0.0	0.0	0.0
2026-01-14	03:00:00.0 600000	0	0	0	0.0	0.0	0.0	0.0
2026-01-14	03:55:00.0 600000	0	0	0	0.0	0.0	0.0	0.0
2026-01-14	04:00:00.0 600000	6	23	10	15.0	18.0	13.0	14.0
2026-01-14	05:00:00.0 600000	0	0	0	0.0	0.0	0.0	0.0
2026-01-14	05:10:00.0 600000	9	22	10	14.0	22.0	12.0	14.0
2026-01-14	06:00:00.0 600000	9	23	10	15.0	20.0	14.0	15.0
2026-01-14	07:00:00.0 600000	45	32	10	20.0	25.0	20.0	21.0
2026-01-14	08:00:00.0 600000	4	24	20	22.0	23.0	22.0	22.0
2026-01-14	08:10:00.0 600000	35	24	10	17.0	23.0	17.0	19.0
2026-01-14	09:00:00.0 600000	83	26	10	17.0	22.0	18.0	18.0
2026-01-14	10:00:00.0 600000	26	27	10	20.0	24.0	21.0	20.0
2026-01-14	11:00:00.0 600000	4	27	12	18.0	21.0	13.0	17.0
2026-01-14	11:10:00.0 600000	23	27	10	19.0	24.0	20.0	20.0
2026-01-14	12:00:00.0 600000	55	29	11	20.0	26.0	21.0	21.0
2026-01-14	13:00:00.0 600000	25	27	10	21.0	25.0	22.0	22.0
2026-01-14	14:00:00.0 600000	7	24	11	17.0	22.0	17.0	16.0
2026-01-14	14:10:00.0 600000	45	30	10	20.0	24.0	20.0	20.0
2026-01-14	15:00:00.0 600000	71	27	10	19.0	23.0	19.0	19.0
2026-01-14	16:00:00.0 600000	101	32	10	20.0	25.0	20.0	22.0
2026-01-14	17:00:00.0 600000	10	23	16	19.0	23.0	16.0	20.0
2026-01-14	17:10:00.0 600000	51	28	10	19.0	25.0	19.0	20.0
2026-01-14	18:00:00.0 600000	61	30	10	19.0	25.0	20.0	20.0
2026-01-14	19:00:00.0 600000	35	26	10	18.0	24.0	17.0	16.0
2026-01-14	20:00:00.0 600000	7	21	10	14.0	18.0	12.0	15.0

2026-01-14	20:10:00.0 600000	18	28	10	19.0	25.0	18.0	15.0
2026-01-14	21:00:00.0 600000	16	26	12	19.0	25.0	19.0	22.0
2026-01-14	22:00:00.0 600000	12	26	11	18.0	22.0	16.0	16.0
2026-01-14	23:00:00.0 600000	0	0	0	0.0	0.0	0.0	0.0
2026-01-14	23:10:00.0 600000	5	23	10	20.0	23.0	22.0	22.0
2026-01-15	00:00:00.0 600000	2	17	14	16.0	17.0	14.0	16.0
2026-01-15	01:00:00.0 600000	4	21	12	17.0	21.0	15.0	17.0
2026-01-15	02:00:00.0 600000	0	0	0	0.0	0.0	0.0	0.0
2026-01-15	02:10:00.0 600000	4	20	12	16.0	17.0	15.0	16.0
2026-01-15	03:00:00.0 600000	0	0	0	0.0	0.0	0.0	0.0
2026-01-15	03:55:00.0 600000	0	0	0	0.0	0.0	0.0	0.0
2026-01-15	04:00:00.0 600000	2	32	30	31.0	32.0	30.0	31.0
2026-01-15	05:00:00.0 600000	0	0	0	0.0	0.0	0.0	0.0
2026-01-15	05:10:00.0 600000	3	22	20	21.0	22.0	22.0	21.0
2026-01-15	06:00:00.0 600000	20	28	11	20.0	25.0	18.0	18.0
2026-01-15	07:00:00.0 600000	33	33	10	20.0	26.0	21.0	21.0
2026-01-15	08:00:00.0 600000	5	27	19	24.0	25.0	24.0	23.0
2026-01-15	08:10:00.0 600000	15	29	15	25.0	27.0	26.0	26.0
2026-01-15	09:00:00.0 600000	19	28	11	21.0	24.0	22.0	22.0
2026-01-15	10:00:00.0 600000	28	34	10	23.0	27.0	24.0	24.0
2026-01-15	11:00:00.0 600000	2	15	10	13.0	15.0	10.0	13.0
2026-01-15	11:10:00.0 600000	15	31	16	23.0	27.0	23.0	23.0
2026-01-15	12:00:00.0 600000	15	33	10	24.0	27.0	24.0	24.0
2026-01-15	13:00:00.0 600000	22	30	10	20.0	25.0	20.0	21.0
2026-01-15	14:00:00.0 600000	0	0	0	0.0	0.0	0.0	0.0

2026-01-15	14:10:00.0 600000	60	28	10	19.0	25.0	21.0	20.0
2026-01-15	15:00:00.0 600000	64	31	10	21.0	25.0	22.0	22.0
2026-01-15	16:00:00.0 600000	53	32	10	23.0	27.0	23.0	22.0
2026-01-15	17:00:00.0 600000	10	29	13	22.0	27.0	21.0	25.0
2026-01-15	17:10:00.0 600000	53	32	11	23.0	28.0	23.0	23.0
2026-01-15	18:00:00.0 600000	72	35	10	21.0	26.0	21.0	21.0
2026-01-15	19:00:00.0 600000	46	29	10	19.0	25.0	18.0	18.0
2026-01-15	20:00:00.0 600000	3	22	14	19.0	22.0	22.0	18.0
2026-01-15	20:10:00.0 600000	22	38	10	22.0	29.0	20.0	24.0
2026-01-15	21:00:00.0 600000	9	24	16	20.0	23.0	20.0	20.0
2026-01-15	22:00:00.0 600000	3	24	13	17.0	24.0	13.0	13.0
2026-01-15	23:00:00.0 600000	0	0	0	0.0	0.0	0.0	0.0
2026-01-15	23:10:00.0 600000	2	21	15	18.0	21.0	15.0	18.0
2026-01-16	00:00:00.0 600000	2	34	30	32.0	34.0	30.0	32.0
2026-01-16	01:00:00.0 600000	0	0	0	0.0	0.0	0.0	0.0
2026-01-16	02:00:00.0 600000	0	0	0	0.0	0.0	0.0	0.0
2026-01-16	02:10:00.0 600000	0	0	0	0.0	0.0	0.0	0.0
2026-01-16	03:00:00.0 600000	3	30	23	26.0	30.0	24.0	27.0
2026-01-16	03:55:00.0 600000	0	0	0	0.0	0.0	0.0	0.0
2026-01-16	04:00:00.0 600000	0	0	0	0.0	0.0	0.0	0.0
2026-01-16	05:00:00.0 600000	0	0	0	0.0	0.0	0.0	0.0
2026-01-16	05:10:00.0 600000	3	24	16	21.0	24.0	23.0	20.0
2026-01-16	06:00:00.0 600000	5	25	15	19.0	20.0	17.0	20.0
2026-01-16	07:00:00.0 600000	25	32	10	19.0	23.0	18.0	17.0
2026-01-16	08:00:00.0 600000	7	28	15	23.0	27.0	27.0	23.0

2026-01-16	08:10:00.0 600000	20	31	12	20.0	25.0	20.0	20.0
2026-01-16	09:00:00.0 600000	15	26	16	22.0	25.0	23.0	21.0
2026-01-16	10:00:00.0 600000	15	31	17	24.0	27.0	25.0	25.0
2026-01-16	11:00:00.0 600000	0	0	0	0.0	0.0	0.0	0.0
2026-01-16	11:10:00.0 600000	22	31	16	23.0	25.0	23.0	21.0
2026-01-16	12:00:00.0 600000	29	32	13	23.0	27.0	24.0	23.0
2026-01-16	13:00:00.0 600000	17	30	11	22.0	26.0	24.0	24.0
2026-01-16	14:00:00.0 600000	0	0	0	0.0	0.0	0.0	0.0
2026-01-16	14:10:00.0 600000	23	29	11	21.0	25.0	23.0	24.0
2026-01-16	15:08:00.0 600000	4	34	11	24.0	31.0	18.0	27.0
2026-01-16	15:10:00.0 600000	102	43	14	28.0	34.0	28.0	29.0
2026-01-16	16:00:00.0 600000	107	42	10	29.0	36.0	29.0	31.0
2026-01-16	17:00:00.0 600000	121	48	12	28.0	34.0	28.0	29.0
2026-01-16	18:00:00.0 600000	43	42	10	26.0	33.0	27.0	27.0
2026-01-16	18:20:00.0 600000	64	38	16	28.0	33.0	28.0	29.0
2026-01-16	19:00:00.0 600000	77	41	13	28.0	32.0	28.0	28.0
2026-01-16	20:00:00.0 600000	82	38	10	26.0	32.0	26.0	27.0
2026-01-16	21:00:00.0 600000	16	36	21	28.0	34.0	26.0	29.0
2026-01-16	21:20:00.0 600000	19	41	13	29.0	34.0	29.0	30.0
2026-01-16	22:00:00.0 600000	31	40	17	28.0	33.0	28.0	26.0
2026-01-16	23:00:00.0 600000	13	40	16	28.0	32.0	28.0	27.0

ALL TRAFFIC SOLUTIONS

Speed Effectiveness Report

553 Barksdale Drive (Norborne), SB

Start: 2026-01-06
End: 2026-01-16
Times: 0:00:00-23:59:59

Medium Risk Threshold: Speed Limit + 5
High Risk Threshold: Speed Limit + 20
Speed Range: 1 to 150
Time View: By Hour (Avg Volumes)

Time	Speed Limit	Sign Mode	Compliant Avg Final Speed	Compliant Change in Speed	Low Risk Avg Final Speed	Low Risk Change in Speed	Medium Risk Avg Final Speed	Medium Risk Change in Speed	High Risk Avg Final Speed	High Risk Change in Speed	% of Vehicles Slowed
0:00	25	Dependent Messages	18.7	1.0	30.0	0.0	34.0	-1.0	n/a	n/a	18.1%
1:00	25	Dependent Messages	17.5	-0.5	26.8	6.8	n/a	n/a	n/a	n/a	40.5%
2:00	25	Dependent Messages	17.4	0.0	27.0	0.0	31.0	0.0	n/a	n/a	21.4%
3:00	25	Dependent Messages	23.3	0.0	30.0	0.0	n/a	n/a	n/a	n/a	24.8%
4:00	25	Dependent Messages	17.4	0.4	29.3	0.7	32.0	-1.0	n/a	n/a	25.0%
5:00	25	Dependent Messages	17.9	0.9	26.0	5.0	n/a	n/a	n/a	n/a	8.3%
6:00	25	Dependent Messages	16.1	0.4	28.4	-0.2	n/a	n/a	n/a	n/a	14.8%
7:00	25	Dependent Messages	18.9	-0.1	27.1	0.9	32.7	2.4	n/a	n/a	21.7%
8:00	25	Dependent Messages	18.4	0.0	27.2	0.2	31.0	1.0	n/a	n/a	28.5%
9:00	25	Dependent Messages	18.4	0.0	26.8	0.8	34.0	1.0	n/a	n/a	28.2%
10:00	25	Dependent Messages	18.7	0.1	27.0	1.2	33.0	-1.0	n/a	n/a	30.6%
11:00	25	Dependent Messages	18.2	-0.2	27.1	0.6	31.0	0.0	n/a	n/a	33.0%
12:00	25	Dependent Messages	18.2	0.0	27.1	1.5	34.4	1.6	n/a	n/a	29.7%
13:00	25	Dependent Messages	18.2	0.0	27.3	1.6	31.0	1.3	n/a	n/a	30.4%
14:00	25	Dependent Messages	18.2	-0.1	27.2	1.5	33.0	4.0	n/a	n/a	35.9%
15:00	25	Dependent Messages	19.0	0.0	27.3	1.5	34.1	0.0	n/a	n/a	32.6%
16:00	25	Dependent Messages	18.2	-0.4	27.5	1.1	34.6	0.1	n/a	n/a	34.1%
17:00	25	Dependent Messages	18.7	-0.1	27.5	0.7	33.7	0.0	48.0	0.0	33.5%
18:00	25	Dependent Messages	18.5	-0.2	27.4	0.5	34.1	-0.1	n/a	n/a	30.6%
19:00	25	Dependent Messages	18.1	-0.3	27.3	0.9	32.9	0.1	n/a	n/a	31.9%
20:00	25	Dependent Messages	18.3	-0.2	27.8	0.7	33.4	0.0	n/a	n/a	29.4%
21:00	25	Dependent Messages	19.1	-0.4	27.3	0.9	35.0	0.1	n/a	n/a	33.0%
22:00	25	Dependent Messages	18.9	-0.1	28.5	0.2	34.0	0.4	n/a	n/a	32.2%
23:00	25	Dependent Messages	18.7	0.0	27.8	0.4	37.3	0.0	n/a	n/a	31.5%

ALL TRAFFIC SOLUTIONS

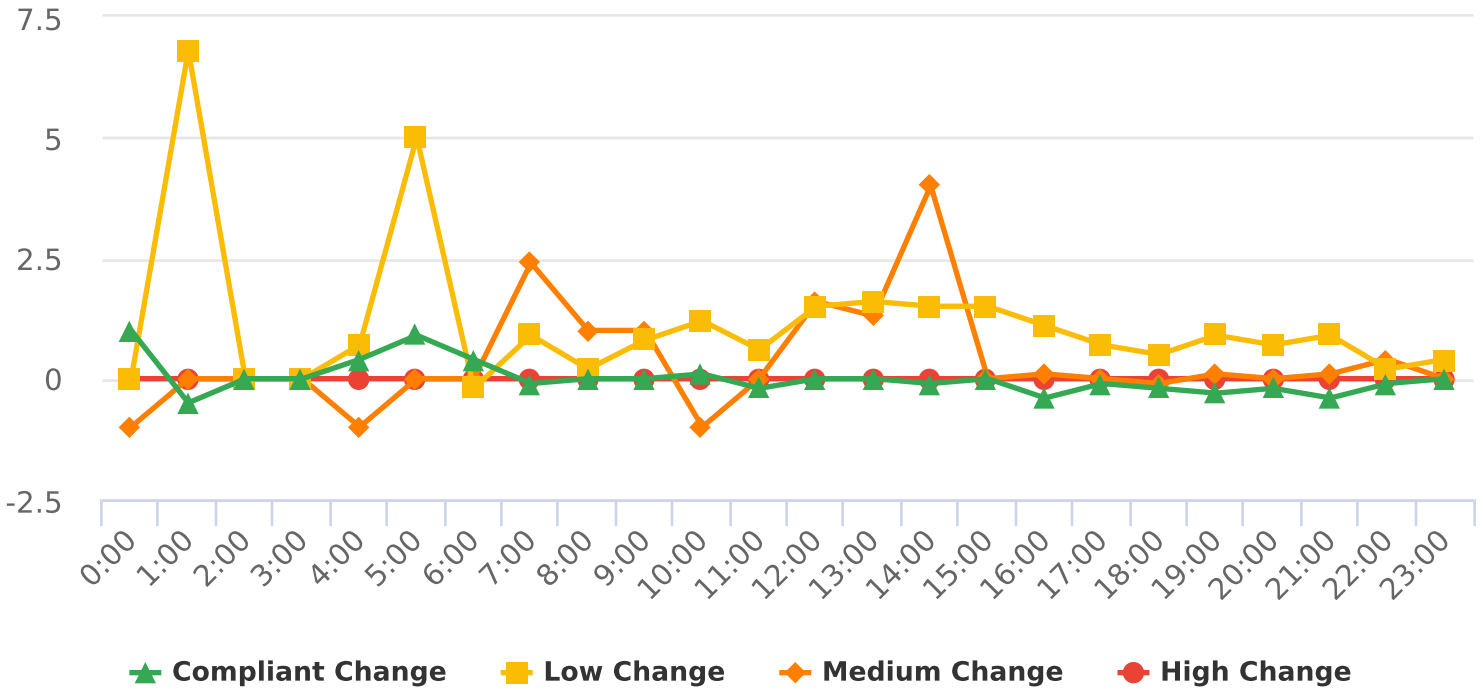
Speed Effectiveness Report

553 Barksdale Drive (Norborne), SB

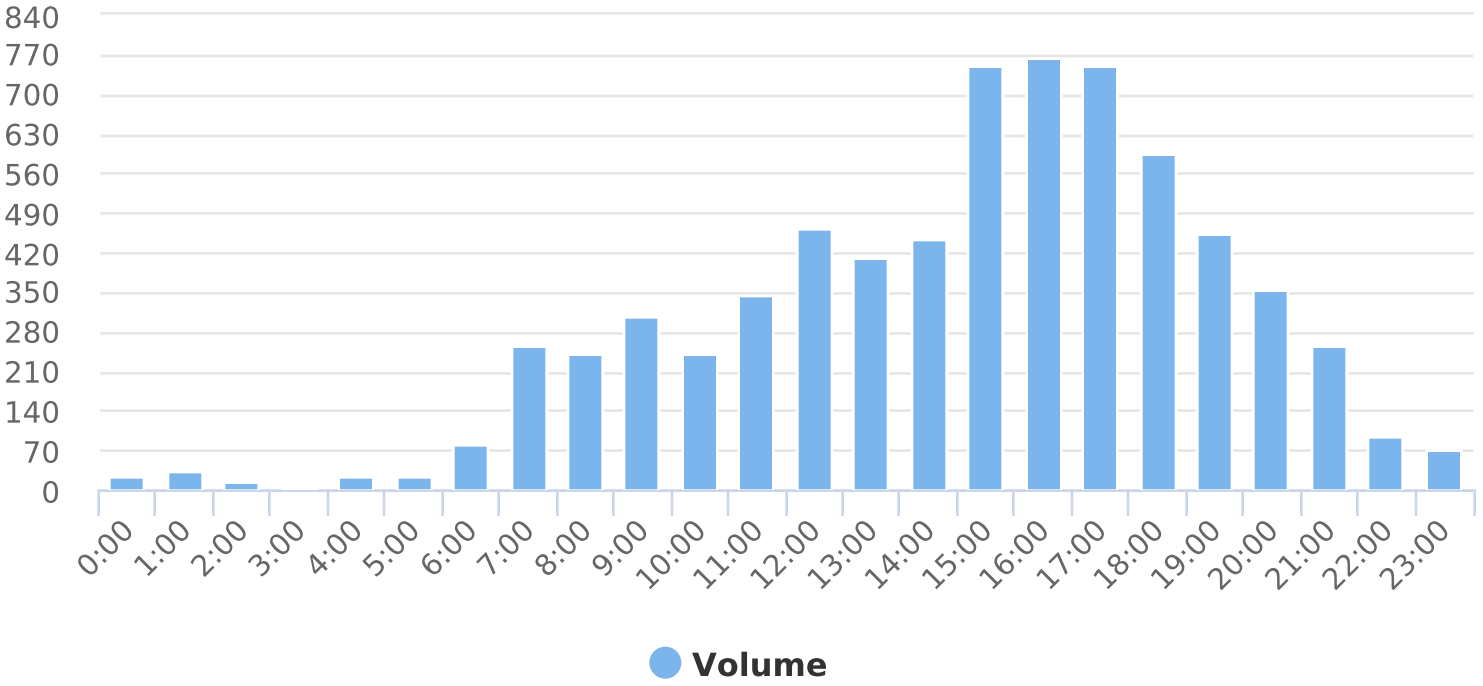
Start: 2026-01-06
End: 2026-01-16
Times: 0:00:00-23:59:59

Medium Risk Threshold: Speed Limit + 5
High Risk Threshold: Speed Limit + 20
Speed Range: 1 to 150
Time View: By Hour (Avg Volumes)

Changes in Speed by Risk Threshold



Volume by Time (Average)



ALL TRAFFIC SOLUTIONS

Speed Effectiveness Report

553 Barksdale Drive (Norborne), SB

Start: 2026-01-06
End: 2026-01-16
Times: 0:00:00-23:59:59

Medium Risk Threshold: Speed Limit + 10
High Risk Threshold: Speed Limit + 20
Speed Range: 1 to 150
Time View: By Hour (Avg Volumes)

Time	Speed Limit	Sign Mode	Compliant Avg Final Speed	Compliant Change in Speed	Low Risk Avg Final Speed	Low Risk Change in Speed	Medium Risk Avg Final Speed	Medium Risk Change in Speed	High Risk Avg Final Speed	High Risk Change in Speed	% of Vehicles Slowed
0:00	25	Dependent Messages	18.7	1.0	32.0	-0.5	n/a	n/a	n/a	n/a	18.1%
1:00	25	Dependent Messages	17.5	-0.5	26.8	6.8	n/a	n/a	n/a	n/a	40.5%
2:00	25	Dependent Messages	17.4	0.0	28.0	0.0	n/a	n/a	n/a	n/a	21.4%
3:00	25	Dependent Messages	23.3	0.0	30.0	0.0	n/a	n/a	n/a	n/a	24.8%
4:00	25	Dependent Messages	17.4	0.4	30.0	0.3	n/a	n/a	n/a	n/a	25.0%
5:00	25	Dependent Messages	17.9	0.9	26.0	5.0	n/a	n/a	n/a	n/a	8.3%
6:00	25	Dependent Messages	16.1	0.4	28.4	-0.2	n/a	n/a	n/a	n/a	14.8%
7:00	25	Dependent Messages	18.9	-0.1	28.0	1.1	n/a	n/a	n/a	n/a	21.7%
8:00	25	Dependent Messages	18.4	0.0	27.3	0.2	n/a	n/a	n/a	n/a	28.5%
9:00	25	Dependent Messages	18.4	0.0	27.3	0.9	n/a	n/a	n/a	n/a	28.2%
10:00	25	Dependent Messages	18.7	0.1	27.6	1.0	n/a	n/a	n/a	n/a	30.6%
11:00	25	Dependent Messages	18.2	-0.2	27.3	0.6	n/a	n/a	n/a	n/a	33.0%
12:00	25	Dependent Messages	18.2	0.0	27.6	1.5	42.0	1.0	n/a	n/a	29.7%
13:00	25	Dependent Messages	18.2	0.0	27.6	1.6	n/a	n/a	n/a	n/a	30.4%
14:00	25	Dependent Messages	18.2	-0.1	27.5	1.6	n/a	n/a	n/a	n/a	35.9%
15:00	25	Dependent Messages	19.0	0.0	29.4	0.9	37.9	0.0	n/a	n/a	32.6%
16:00	25	Dependent Messages	18.2	-0.4	28.9	0.8	37.7	0.0	n/a	n/a	34.1%
17:00	25	Dependent Messages	18.7	-0.1	28.7	0.5	37.6	0.0	48.0	0.0	33.5%
18:00	25	Dependent Messages	18.5	-0.2	28.8	0.3	37.6	0.0	n/a	n/a	30.6%
19:00	25	Dependent Messages	18.1	-0.3	28.6	0.7	39.0	0.0	n/a	n/a	31.9%
20:00	25	Dependent Messages	18.3	-0.2	28.9	0.6	37.3	-0.7	n/a	n/a	29.4%
21:00	25	Dependent Messages	19.1	-0.4	28.4	0.7	39.0	0.1	n/a	n/a	33.0%
22:00	25	Dependent Messages	18.9	-0.1	29.4	0.3	37.0	0.0	n/a	n/a	32.2%
23:00	25	Dependent Messages	18.7	0.0	28.2	0.3	40.0	0.0	n/a	n/a	31.5%

ALL TRAFFIC SOLUTIONS

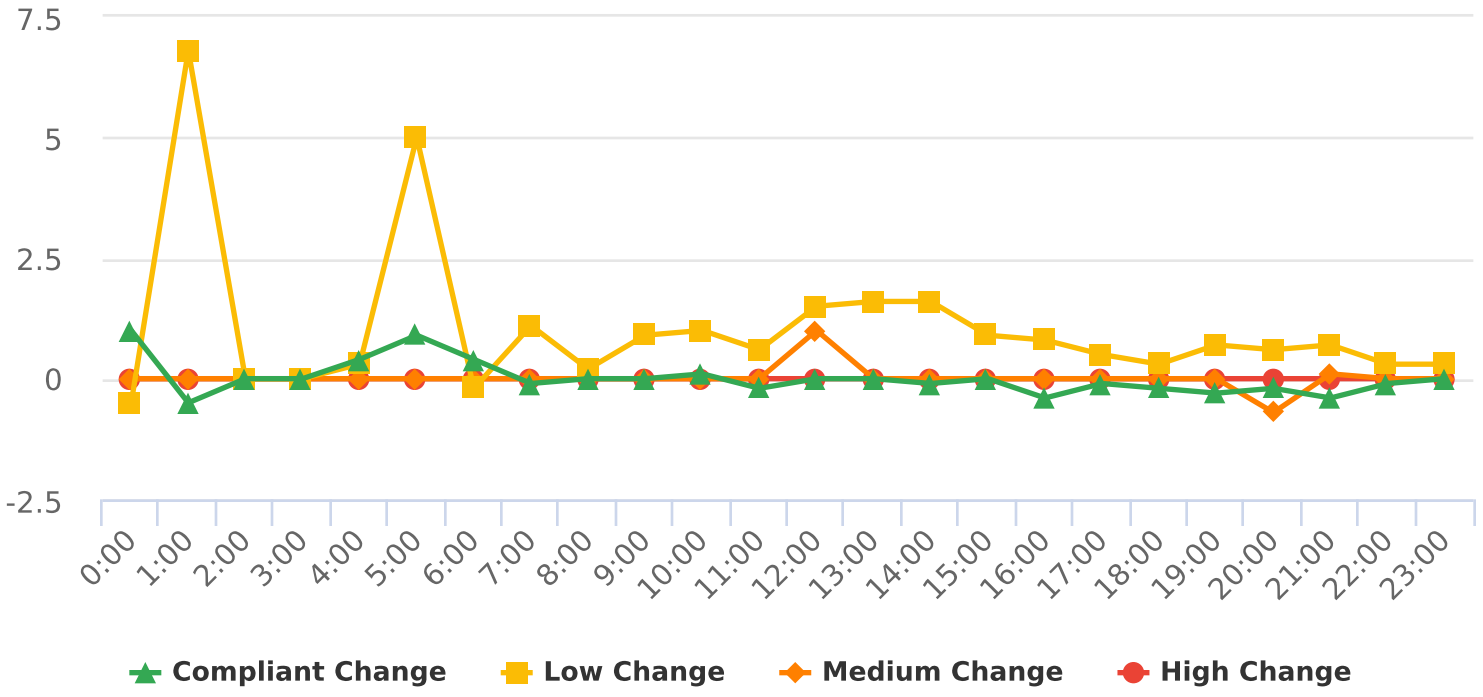
Speed Effectiveness Report

553 Barksdale Drive (Norborne), SB

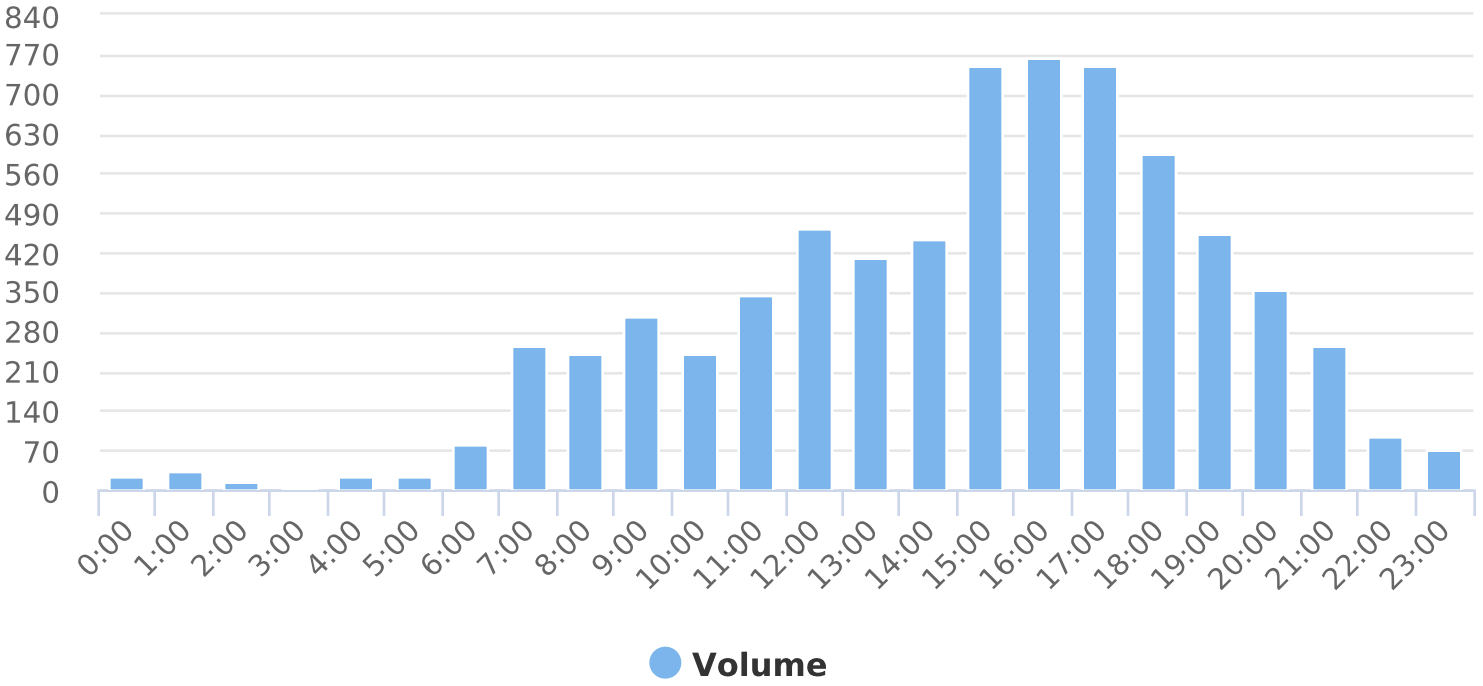
Start: 2026-01-06
End: 2026-01-16
Times: 0:00:00-23:59:59

Medium Risk Threshold: Speed Limit + 10
High Risk Threshold: Speed Limit + 20
Speed Range: 1 to 150
Time View: By Hour (Avg Volumes)

Changes in Speed by Risk Threshold



Volume by Time (Average)



ALL TRAFFIC SOLUTIONS

Speed Effectiveness Report

553 Barksdale Drive (Norborne), SB

Start: 2026-01-06
End: 2026-01-16
Times: 0:00:00-23:59:59

Medium Risk Threshold: Speed Limit + 15
High Risk Threshold: Speed Limit + 20
Speed Range: 1 to 150
Time View: By Hour (Avg Volumes)

Time	Speed Limit	Sign Mode	Compliant Avg Final Speed	Compliant Change in Speed	Low Risk Avg Final Speed	Low Risk Change in Speed	Medium Risk Avg Final Speed	Medium Risk Change in Speed	High Risk Avg Final Speed	High Risk Change in Speed	% of Vehicles Slowed
0:00	25	Dependent Messages	18.7	1.0	32.0	-0.5	n/a	n/a	n/a	n/a	18.1%
1:00	25	Dependent Messages	17.5	-0.5	26.8	6.8	n/a	n/a	n/a	n/a	40.5%
2:00	25	Dependent Messages	17.4	0.0	28.0	0.0	n/a	n/a	n/a	n/a	21.4%
3:00	25	Dependent Messages	23.3	0.0	30.0	0.0	n/a	n/a	n/a	n/a	24.8%
4:00	25	Dependent Messages	17.4	0.4	30.0	0.3	n/a	n/a	n/a	n/a	25.0%
5:00	25	Dependent Messages	17.9	0.9	26.0	5.0	n/a	n/a	n/a	n/a	8.3%
6:00	25	Dependent Messages	16.1	0.4	28.4	-0.2	n/a	n/a	n/a	n/a	14.8%
7:00	25	Dependent Messages	18.9	-0.1	28.0	1.1	n/a	n/a	n/a	n/a	21.7%
8:00	25	Dependent Messages	18.4	0.0	27.3	0.2	n/a	n/a	n/a	n/a	28.5%
9:00	25	Dependent Messages	18.4	0.0	27.3	0.9	n/a	n/a	n/a	n/a	28.2%
10:00	25	Dependent Messages	18.7	0.1	27.6	1.0	n/a	n/a	n/a	n/a	30.6%
11:00	25	Dependent Messages	18.2	-0.2	27.3	0.6	n/a	n/a	n/a	n/a	33.0%
12:00	25	Dependent Messages	18.2	0.0	27.6	1.5	42.0	1.0	n/a	n/a	29.7%
13:00	25	Dependent Messages	18.2	0.0	27.6	1.6	n/a	n/a	n/a	n/a	30.4%
14:00	25	Dependent Messages	18.2	-0.1	27.5	1.6	n/a	n/a	n/a	n/a	35.9%
15:00	25	Dependent Messages	19.0	0.0	30.0	0.9	42.0	0.0	n/a	n/a	32.6%
16:00	25	Dependent Messages	18.2	-0.4	29.9	0.7	41.0	0.0	n/a	n/a	34.1%
17:00	25	Dependent Messages	18.7	-0.1	29.1	0.5	42.0	0.0	48.0	0.0	33.5%
18:00	25	Dependent Messages	18.5	-0.2	29.3	0.3	42.0	0.0	n/a	n/a	30.6%
19:00	25	Dependent Messages	18.1	-0.3	28.8	0.7	41.0	0.0	n/a	n/a	31.9%
20:00	25	Dependent Messages	18.3	-0.2	29.6	0.5	n/a	n/a	n/a	n/a	29.4%
21:00	25	Dependent Messages	19.1	-0.4	29.2	0.7	41.0	0.3	n/a	n/a	33.0%
22:00	25	Dependent Messages	18.9	-0.1	30.6	0.3	n/a	n/a	n/a	n/a	32.2%
23:00	25	Dependent Messages	18.7	0.0	29.9	0.3	n/a	n/a	n/a	n/a	31.5%

ALL TRAFFIC SOLUTIONS

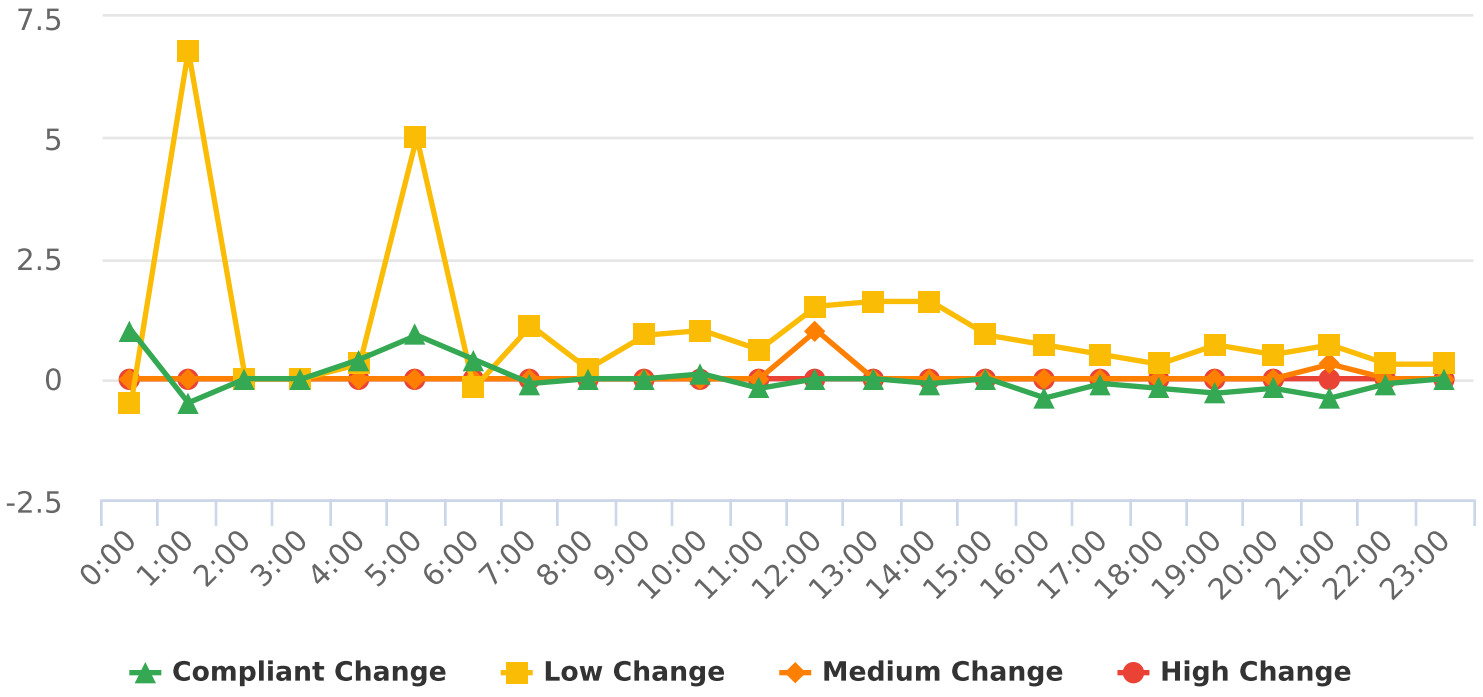
Speed Effectiveness Report

553 Barksdale Drive (Norborne), SB

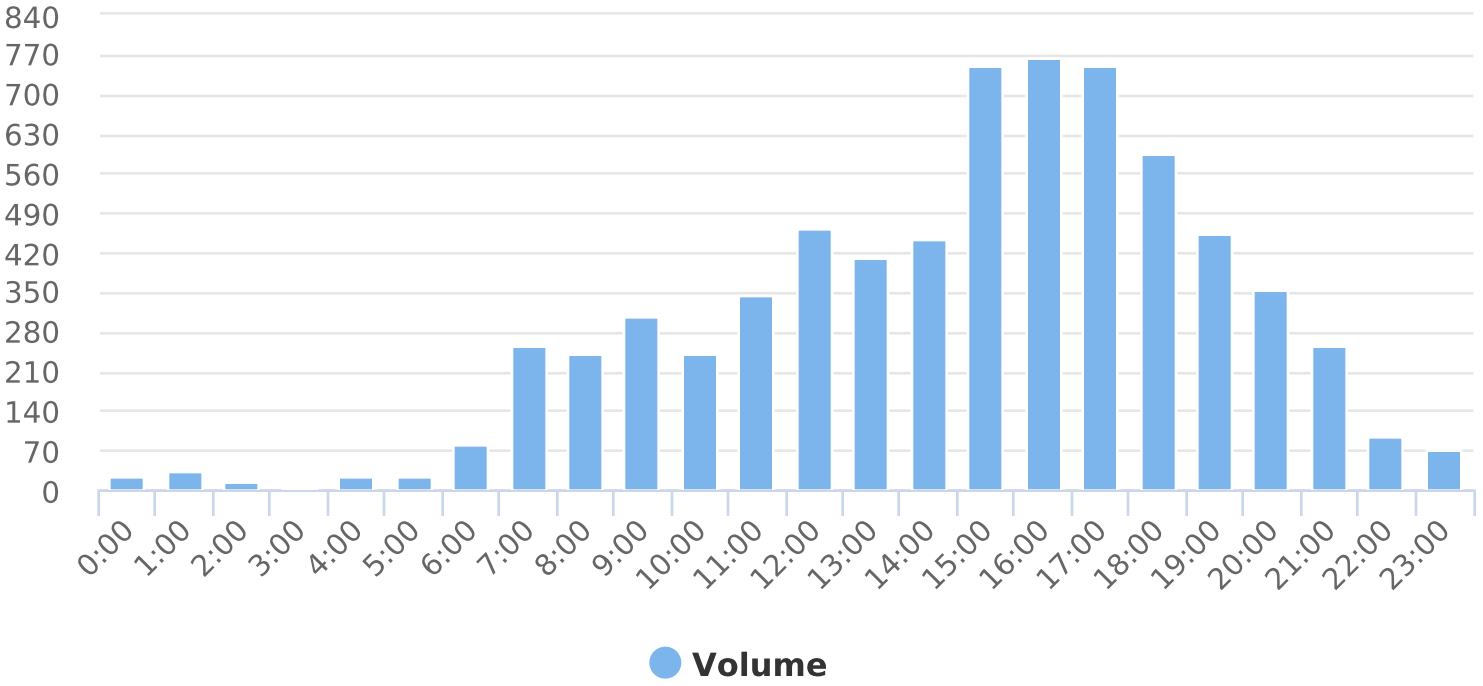
Start: 2026-01-06
End: 2026-01-16
Times: 0:00:00-23:59:59

Medium Risk Threshold: Speed Limit + 15
High Risk Threshold: Speed Limit + 20
Speed Range: 1 to 150
Time View: By Hour (Avg Volumes)

Changes in Speed by Risk Threshold



Volume by Time (Average)



ALL TRAFFIC SOLUTIONS

Volume by Speed

553 Barksdale Drive (Norborne), SB

Start: 2026-01-06

End: 2026-01-16

Times: 0:00:00-23:59:59

Speed Bins: Size 5, Range 1 to 150

Time View: By Hour (Total Volumes)

Time	1 to 5	6 to 10	11 to 15	16 to 20	21 to 25	26 to 30	31 to 35	36 to 40	41 to 45	46 to 50	51 to 55	56 to 60	61 to 65	66 to 70	71 to 75	76 to 80	81 to 85	86 to 90	91 to 95	96 to 100	101 to 150	Avg Speed	Total
0:00	0	0	5	8	7	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	19.9	22
1:00	0	1	10	5	12	4	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	18.7	32
2:00	0	0	3	5	2	3	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	20.4	14
3:00	0	0	0	0	3	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	25.0	4
4:00	0	1	7	9	3	3	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	19.5	24
5:00	0	2	6	5	10	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	18.2	24
6:00	0	9	29	20	17	5	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	16.9	80
7:00	0	7	45	71	87	37	7	0	0	0	0	0	0	0	0	0	0	0	0	0	0	20.5	254
8:00	0	7	56	65	75	39	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	19.9	243
9:00	0	10	73	91	100	33	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	19.4	309
10:00	0	12	50	60	87	31	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	19.9	243
11:00	0	21	80	89	119	32	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	19.1	343
12:00	0	22	95	122	141	71	8	0	2	0	0	0	0	0	0	0	0	0	0	0	0	20.0	461
13:00	0	30	84	112	152	31	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	19.0	412
14:00	0	17	110	112	166	35	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	19.0	442
15:00	0	20	138	210	274	63	36	9	2	0	0	0	0	0	0	0	0	0	0	0	0	20.6	752
16:00	0	33	156	200	231	91	34	16	3	0	0	0	0	0	0	0	0	0	0	0	0	20.4	764
17:00	0	24	137	177	256	112	35	7	1	1	0	0	0	0	0	0	0	0	0	0	0	20.9	750
18:00	0	21	114	165	186	76	26	7	1	0	0	0	0	0	0	0	0	0	0	0	0	20.5	596
19:00	0	17	94	137	120	59	22	2	1	0	0	0	0	0	0	0	0	0	0	0	0	20.1	452
20:00	0	14	67	102	98	49	17	6	0	0	0	0	0	0	0	0	0	0	0	0	0	20.6	353
21:00	0	9	42	68	84	35	10	4	3	0	0	0	0	0	0	0	0	0	0	0	0	21.3	255
22:00	0	1	17	18	33	17	6	4	0	0	0	0	0	0	0	0	0	0	0	0	0	22.2	96
23:00	0	2	14	18	25	11	1	2	0	0	0	0	0	0	0	0	0	0	0	0	0	20.8	73
Total	0	280	1432	1869	2288	840	218	57	13	1	0	0	0	0	0	0	0	0	0	0	0	20.1	6998

ALL TRAFFIC SOLUTIONS

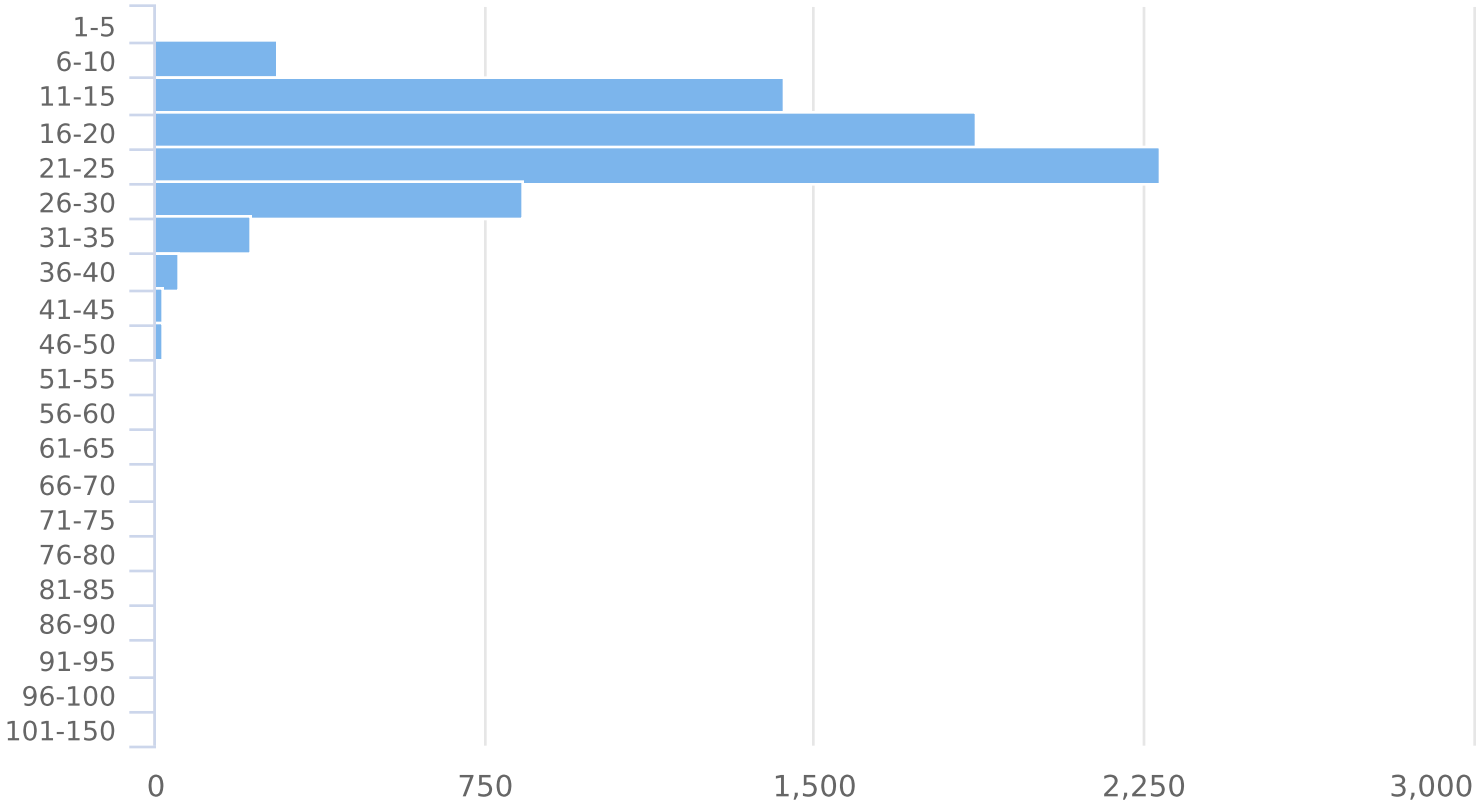
Volume by Speed

553 Barksdale Drive (Norborne), SB

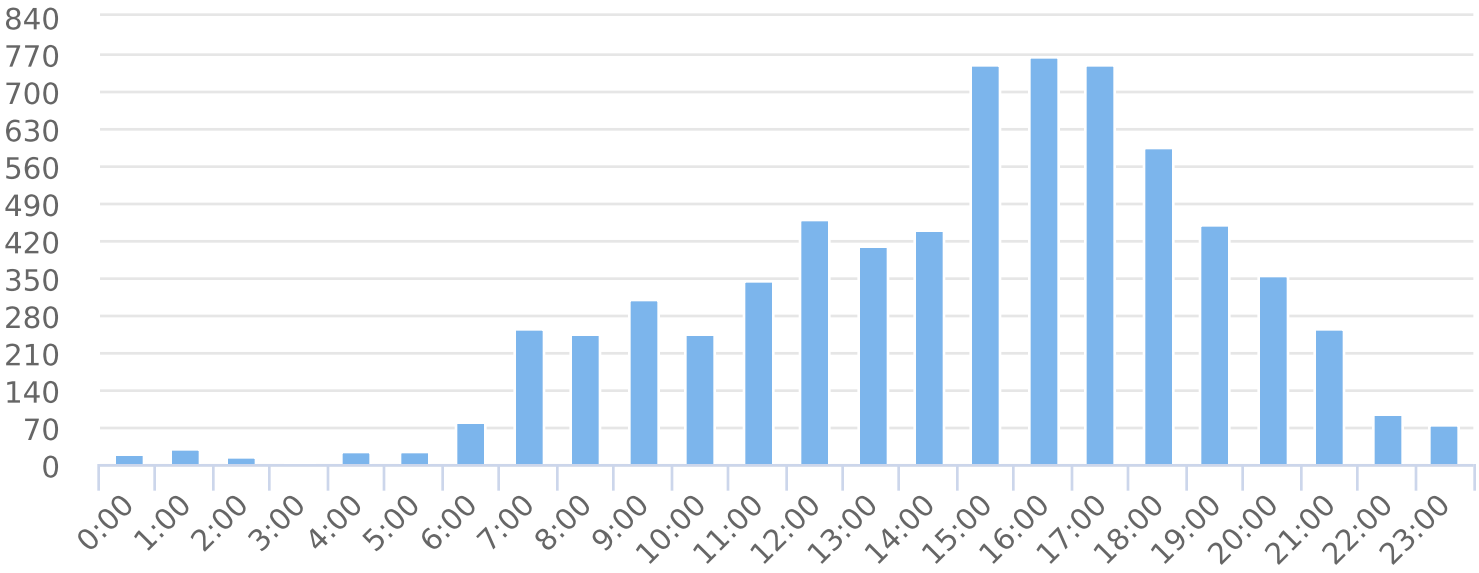
Start: 2026-01-06
End: 2026-01-16
Times: 0:00:00-23:59:59

Speed Bins: Size 5, Range 1 to 150
Time View: By Hour (Total Volumes)

Total Volume by Speed Distribution



Volume over Time



ALL TRAFFIC SOLUTIONS

Volume by Time

553 Barksdale Drive (Norborne), SB

Start: 2026-01-06
End: 2026-01-16
Times: 0:00:00-23:59:59

Speed Bins: Size 10, Range 1 to 150
Time View: By Day (Total Volumes)

Date	00:00	01:00	02:00	03:00	04:00	05:00	06:00	07:00	08:00	09:00	10:00	11:00	12:00	13:00	14:00	15:00	16:00	17:00	18:00	19:00	20:00	21:00	22:00	23:00	Total
01-06	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	4	40	82	72	83	70	40	35	18	3	8	455
01-07	0	0	1	0	0	3	1	47	38	30	26	51	52	41	84	82	69	104	61	30	37	32	3	2	794
01-08	0	0	1	0	2	1	6	16	20	33	33	28	44	54	26	58	73	90	71	32	36	26	13	5	668
01-09	0	0	0	0	0	0	11	35	28	57	16	38	46	62	20	66	53	55	25	44	27	46	4	9	642
01-10	6	15	8	1	0	0	2	0	11	25	32	45	40	32	33	38	32	44	69	49	28	31	10	19	570
01-11	5	12	0	0	0	0	0	3	0	24	18	45	81	53	33	57	52	15	10	19	14	3	1	6	451
01-12	0	0	0	0	7	3	19	25	33	5	28	20	49	55	50	74	64	46	15	30	15	13	9	0	560
01-13	3	1	0	0	7	2	7	25	27	18	21	50	50	47	21	54	88	68	35	50	29	26	7	4	640
01-14	4	0	0	0	6	9	9	45	39	83	26	27	55	25	52	71	101	61	61	35	25	16	12	5	767
01-15	2	4	4	0	2	3	20	33	20	19	28	17	15	22	60	64	53	63	72	46	25	9	3	2	586
01-16	2	0	0	3	0	3	5	25	27	15	15	22	29	17	23	106	107	121	107	77	82	35	31	13	865
Total	22	32	14	4	24	24	80	254	243	309	243	343	461	412	442	752	764	750	596	452	353	255	96	73	6998

Generated by Amanda Gerstell on 01-20-2026

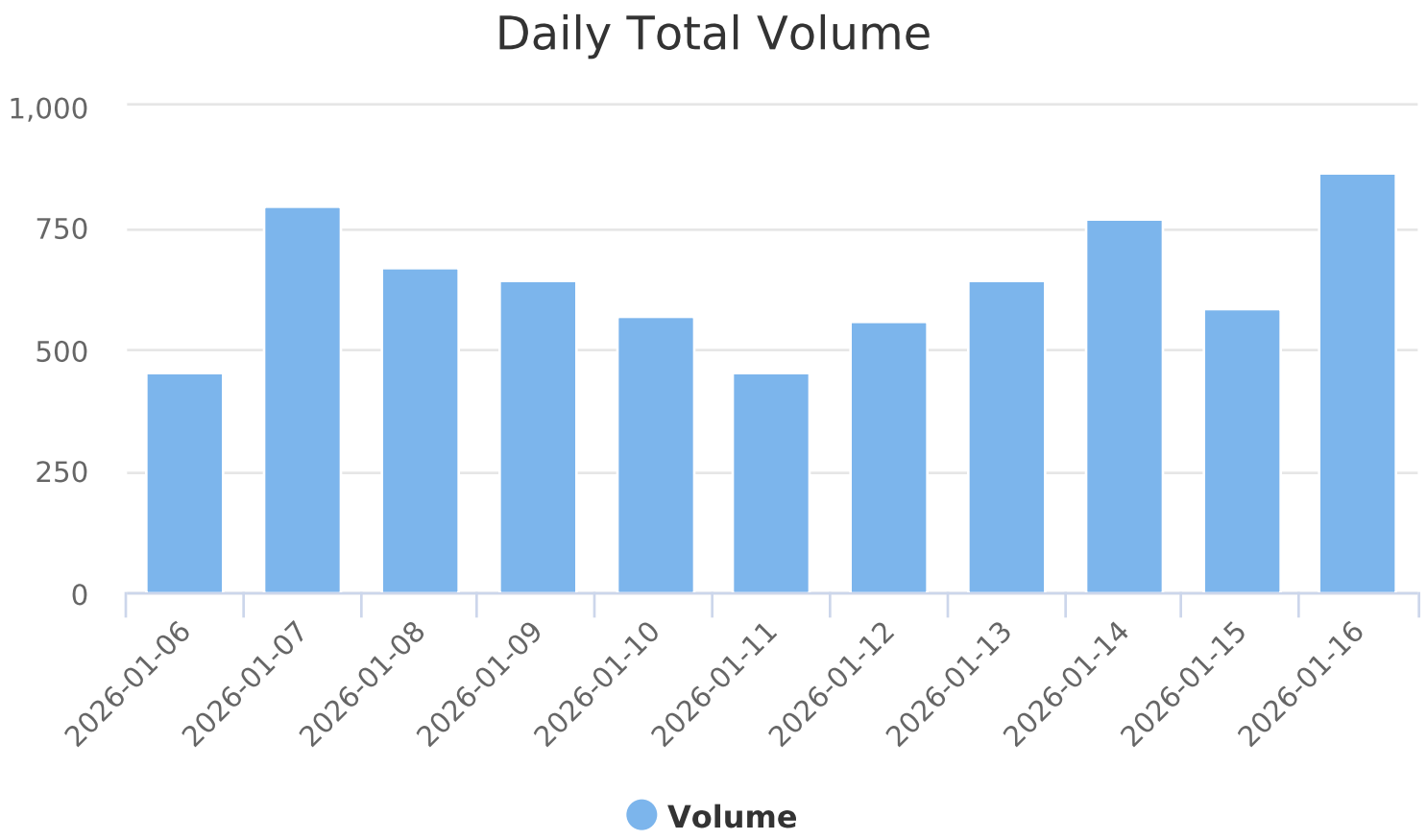
ALL TRAFFIC SOLUTIONS

Volume by Time

553 Barksdale Drive (Norborne), SB

Start: 2026-01-06
End: 2026-01-16
Times: 0:00:00-23:59:59

Speed Bins: Size 10, Range 1 to 150
Time View: By Day (Total Volumes)



Generated by Amanda Gerstell on 01-20-2026

City Council
101 East Washington Street
Charles Town, WV 25414

Meeting: 02/02/26
Department: City Council
Category: Information Only
Initiator:

SCHEDULED

AGENDA ITEM (ID #)

2026-1102: Charles Town Police Department December Statistical Report

ATTACHMENTS:

- December 2025 CTPD Stats.pdf

Charles Town Police Department
Monthly Stat Report

December 2025

911 Hangup	15
Abandoned Vehicle	9
Aggressive Animal	
Alarm	31
Assault	
ATV Complaint	
Be On the Lookout	1
Breaking and Entering	
Building Check	39
Business Engagement	9
Capias Recall by Court	16
Capias Service	6
Community Engagement	5
Court/Bailiff Duty	2
Crossing Guard Duties	2
Destruction of Property	2
Directed Patrol	294
Disabled Vehicle	4
Disturbance	26
Domestic Battery	1
Drug Activity	6
DUI	5
EMS Assist	8
Fingerprinting	2
Fire Assist	2
Fireworks Complaint	2
Follow Up	16
Foot Patrol	9
Found Property	2
Fraud	1
Gunshots Heard	1
Harassment	
Hardcopy Check	1
Illegal Burn	
Indecent Activity	
Information	
Intoxicated Person	
Juvenile Complaint	1
Loose Dog	
Motorist Assist	6
MVA w/ Entrapment	
MVA Hit and Run	1
MVA Hit and Run w/ Injury	
MVA No Injury	24
MVA Pedestrian Struck	
MVA w/ Injury	2
Nuisance	
Open Door	2
Out of Car (Investigation/Mtg/Court)	3
Overdose	2
Overdose-Death	
Parking Complaint	17
Public Assist (In Person Contact)	20
Public Service (Phone Contact)	72
Pursuit	1
Reckless Driver	1
Road Patrol	7
Sexual Assault	1
Shoplifting	
Special Event/Detail	6
Suspicious Activity	4
Suspicious Mail	
Suspicious Person	1
Suspicious Vehicle	11
Theft	7
Threats	
Traffic Hazzard	5
Transport	1
Trespassing	3
Unattended Death	2
VIN Verification	2
Warrant Service	4
Welfare Check	17
Wildlife Complaint	
Wires Down	
Total calls of service	**740**

Assists/Back-Ups:	Ranson	**6**	Sheriffs Dept.	**21**
	Harpers Ferry		State Police	**3**
	Shepherdstown		Other (not including CTPD)	**4**
			Total Assists	**34**

	Male	Female	Caucasian	African American	Hispanic	Asian	Other/ Unknown	Total
Defendants:	17	7	18	3	1	1	1	**24**
Total Charges	35	9	25	4	1	12	2	**44**
Citations:								**150**
- Moving								**72**
- Nonmoving								**60**
- Criminal								**11**
- S Ticket (Parking)								**7**
Stops	69	58	97	15	11	2	2	**127**
Warnings:								**126**
Stops	72	54	82	19	19	4	2	**126**
Total	158	119	**197**	**37**	**31**	**7**	**5**	
Incident Report								**56**
Parking								
- Citations								**65**
-Warnings								**1**

Charles Town Police Department
Monthly Stat Report
Charges by Offense/Gender/Race

December 2025

	Male	Female	Caucasian	African American	Hispanic	Asian	Unknown
PART I OFFENSE							
Burglary (Daytime)							
Burglary (Nighttime)							
Grand Larceny							
Grand Larceny, Attempted							
Malicious Assault							
Malicious Wounding							
Attempted Murder 1st Degree							
Murder 1st Degree							
Petit Larceny							
Robbery - Attempted							
Robbery							
Robbery 2nd Degree							
Sexual Assault 1st Degree							
Shoplifting							
Shoplifting 2nd Offense							
Shoplifting 3rd Offense							
Strangulation							
TOTAL	0	0	0	0	0	0	0
PART II OFFENSE							
Assault							
Attempted to Defeat Drug/Alcohol Screening Test							
Battery							
Battery on an Officer							
Bond Revocation							
Breaking and Entering Vehicle							
Capias Served	2	3	4	1			
Child Abuse Resulting in Injury							
Child Neglect Creating Risk of Injury							
Computer Fraud							
Conspiracy to Organized Retail Theft							
Conspiracy to Distribute MDMA							
Conspiracy to Breaking and Entering							
Conspiracy to Possess w/Intent to Deliver Cocaine							
Conspiracy to Possess w/Intent to Deliver Heroin							
Conspiracy to Possess w/Intent to Deliver Methamphetamine							
Cruelty to Animals							
Destruction of Property							
Destruction of Property Felony							
Disorderly Conduct							
Disruption of School							
Distribution of Crack Cocaine							
Domestic Assault	1			1			
Domestic Battery	1			1			
Domestic Battery 2nd Offense							
Domestic Battery 3rd Offense							
Driving Revoked for DUI							
Driving Revoked for DUI 2nd							
Driving Revoked for DUI 3rd							
Driving Revoked Non DUI Admin							
DUI	1						1
DUI 2nd	1		1				
DUI 3rd							
DUI Aggravated	1	1	2				

Charles Town Police Department
Monthly Stat Report
Charges by Offense/Gender/Race

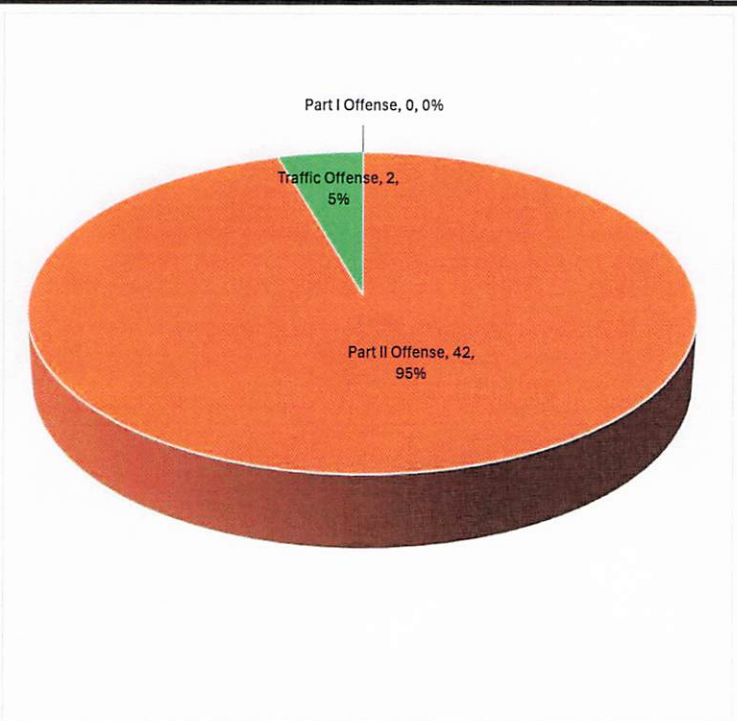
DUI Causing Bodily Injury							
DUI - Drugs		1	1				
DUI - Drugs 3rd Offense							
DUI w/ Minor	1		1				
Engage in Business W/O Business Franchise Registration							
Failure to Make Required Payments							
False Alarm of Fire							
False Reporting of an Emergency							
Felon in Possession of Firearm							
Financial Exploitation of Elderly							
Fingerprint Refusal							
Forgery	4					4	
FPO Violation							
Fraudulent Schemes							
Fugitive From Justice	2		2				
Indecent Exposure							
Interfering with Emergency Communication							
Littering	1		1				
Medicare/Medicaid Fraud							
Obstructing an Officer	1		1				
Obtain Money, Property, Services by False Pretense	4					4	
Open Container	1		1				
Organized Retail Theft							
Pedestrian in Roadway							
Pimping							
Possession Deadly Weapon by Minor							
Possession of Alcohol Under 21							
Possession of Alprazolam`	1		1				
Possession of Cocaine							
Possession of Heroin							
Possession of Marijuana							
Possession of Methamphetamine	2	3	4		1		
Possession of Oxycodone	1		1				
Possession of Pregabalin							
Possession of Xanax							
Possession w/ Intent to Deliver Methamphetamine							
Possession w/ Intent to Distribute Heroin							
Probation Revocation							
Prohibited Minors From Distributing Nude Photos	2	1	2	1			
Prostitution							
Prostitution 2nd Offense							
Providing Alcohol to Under 21							
Public Intoxication							
Resisting Arrest							
Sale of Alcohol to Person Under 21							
Sexual Abuse 1st Degree	1		1				
Sexual Assault 2nd Degree	1		1				
Tampering with Vehicle							
Transfer Receive Stolen Goods							
Trespassing							
Use of Firearm in Commission of Felony							
Underage Consumption of Alcohol							
Uttering	4					4	
Wanton Endangerment Involving a Firearm							
TOTAL	**33**	**9**	**24**	**4**	**1**	**12**	**1**

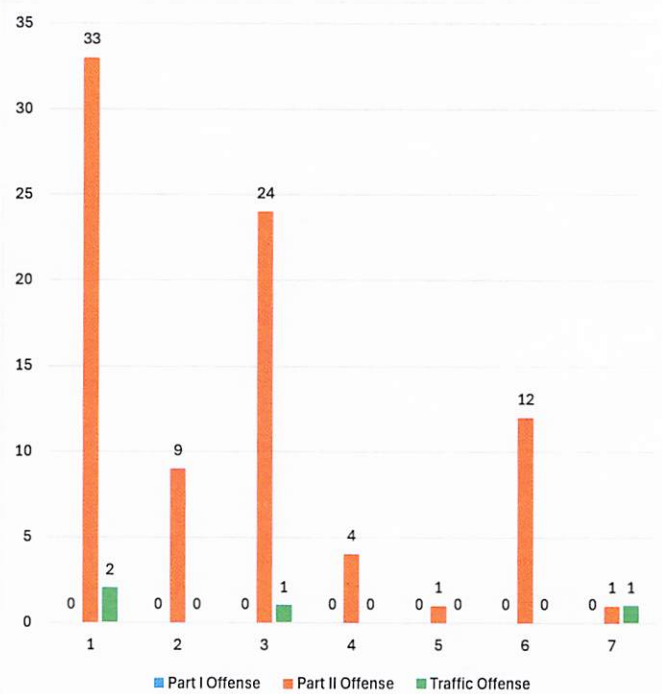
Charles Town Police Department

Monthly Stat Report

Charges by Offense/Gender/Race

TRAFFIC OFFENSE							
Cell Phone Violation							
Child Safety Restraint Violation							
Defective Equipment							
Driving Suspended							
Driving Suspended 2nd Offense							
Driving Suspended 3rd Offense							
Driving Too Fast for Conditions							
Exp/No MVI							
Expired/No Operators							
Expired/No Registration							
Fail to Keep Right							
Fail to Maintain Control	1		1				
Fail to Obey Traffic Control Device							
Fail to Report Accident							
Failure to Yield at Intersection							
Following to Closely							
Improper Display							
Improper Registration							
Leaving the Scene of Accident w/ Injury							
Leaving the Scene of Accident w/ Damage							
Left of Center							
Littering from Vehicle							
No Insurance/No Proof of Insurance							
No Motorcycle Endorsement							
No Parking Violation							
No Seatbelt							
Passing on Right Off Road							
Red Light Violation							
Speeding	1						1
Wrong Way on Traffic Circle							
TOTAL	2	0	1	0	0	0	1
TOTAL CHARGES	**35**	**9**	**25**	**4**	**1**	**12**	**2**





Charles Town Police Department

SRO Monthly Report

Washington High School / Charles Town Middle School / 2025/2026 / December 2025

INVOLVEMENTS:					
Alcohol Related	0	Fire/Shelter Drills	1	SRO Use of Force	0
Battery on School Employee	0	Found Property	0	Suspensions	1
Citizen Assist	0	Incident Reports	1	Threats	0
Directed Patrols	0	Juvenile Petitions	1	Tobacco Related	1
Disturbance	0	Marijuana Possession	1	Trespassing	0
Evacuations	0	Parental Contacts	0	Vandalism/Theft	0
Extra Curricular Activities	1	Parking Complaints	0	Vehicle Accident	0
Fights	0	Reckless Driver	0	Welfare Check	0
Fire Department Assist	0	Social Media Related	0	***Total Involvements***	*7*

Officer Notes/Misc. Information: No school from Dec. 20 - Jan 6 (Christmas Break)

YOUTH SERVICES:	
Total Classes Taught:	0
Students in Class:	0
Topics Taught:	0
One on One Contacts:	0
Total Students Served:	25

Charles Town Police Department

Community Policing Monthly Report

Downtown Charles Town / Residential Developments / Parks

December 2025

INVOLVEMENTS:	NUMBER
Building Check	1
Directed Patrol	9
Downtown Foot Patrol*	5
Special Event/Detail (see specifics in Notes section)	5
Community Contact (talking with residents and visitors)	5
Business Contact (talking with business owners and employees)	8
Park patrol (Jefferson Memorial/Evitts Run/Skate Park, Willingham Knolls/Happy Retreat)	16
TOTAL INVOLVEMENTS	**49**

Officer Notes/Misc. Information:

Attended following events: Santa w/a Badge (Shop w/a Cop), Xmas tree lighting at Courthouse, Miracle on Charles St., Xmas parade, and Wreaths Across America.

Presence at Cheer Booth.

*NOTE: Foot patrols always include multiple business contacts.

Charles Town Police Department

Police Social Worker Monthly Report

December 2025

INVOLVEMENTS:	NUMBER
Alcohol Related	0
Drug Related	1
Mental Health Related	2
Domestic Violence Related	1
Trainings attended	1
Meetings attended	5
Outreach completed	3
Events attended	1
Homeless Related	1
TOTAL INVOLVEMENTS	**15**

Police Social Worker Notes/Misc. Information:

Home visit with Quick Response Team to offer substance opioid-related resources to an overdose survivor.

Trainings Attended:

SBIRT training

Community Connections Made:

The Anthology Church youth group

Mary's Refuge

Charles Town Police Department

Total Traffic Citation Report, by Violation

Violation	Description	Total
11-16-19(a)	Beer <21 Possess Or Consume	1
17A-3-16	Expired Registration	40
17A-9-2	No Or Expired Registration	8
17B-2-10	License Restriction Violation	1
17B-2-12	Expired Operators	2
17B-4-3a	Driving Suspended or Revoked	4
17C-12-5	Stop Sign Violation	4
17C-13-3	Parking Violation	6
17C-14-2	Improper Backing	1
17C-16-9	No Or Expired MVI	8
17C-3-4	Fail To Obey Traffic Control Device	4
17C-3-5	Fail To Obey Traffic Light	11
17C-5-2(e)	Basic DUI <.15	3
17C-5-2(f)(m)	DUI BAC >=.15 - 3rd	1
17C-5-2(k)	DUI W/Minor Under 16	1
17C-5-2(l)	DUI 2nd Offense	1
17C-5D-3	Open container in vehicle	2
17C-6-1a	Failure To Maintain Control	6
17C-6-1b	Speeding	26
17C-7-4	Passing On Right-Off Road	1
17C-7-6	Left of Center	1
17D-2A-3	No Insurance	6
17D-2A-4	No Proof Of Insurance	1
CTPD171.07	Failure To Appear For Trial (CAPIAS)	5
CTPD333.03	Hazardous Driving	1
CTPD361.04(a)	Parking Time Limit (Business Dist)	1
CTPD531.03	Possession Of Marijuana <15gms	3
CTPD533.07(a)	Littering	1
Report Totals		**150**

Report Includes:

All dates of issue between `00:00:00 12/01/25` and `23:59:59 12/31/25`, All agencies matching `CTPD`, All issuing officers, All areas, All courts, All offense codes, All dispositions, All citation/warning types

Charles Town Police Department

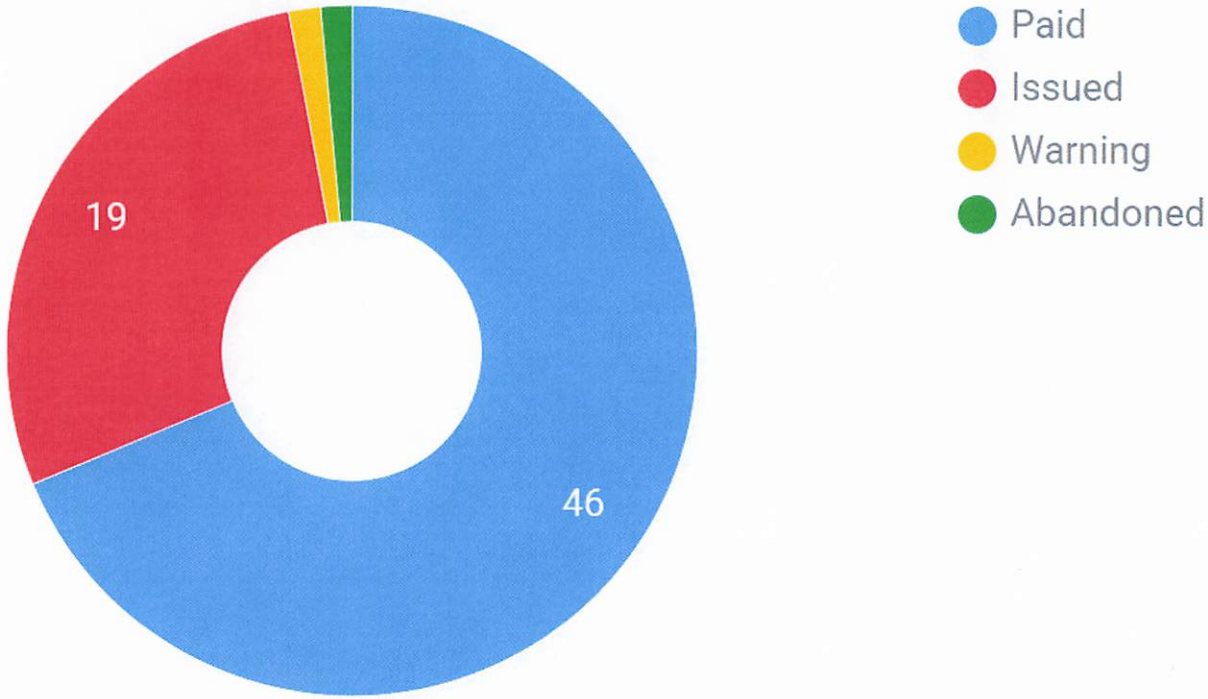
Total Traffic Warning Report, by Violation

Violation	Description	Total
17A-3-15	Improper Display Of Registration	5
17A-3-16	Expired Registration	34
17C-10-3	Crossing At Other Than Crosswalks	1
17C-15-1	Unsafe-Improperly Equipped Vehicle	13
17C-15-4	Head Lamp Requirements	4
17C-16-9	No Or Expired MVI	1
17C-3-4	Fail To Obey Traffic Control Device	12
17C-3-5	Fail To Obey Traffic Light	6
17C-3-5(c)	Right on Red	2
17C-6-1(a)	Too Fast For Conditions	1
17C-6-1a	Failure To Maintain Control	6
17C-6-1b	Speeding	32
17C-6-3a	Impeding Traffic	1
17C-7-6	Left of Center	2
17C-7-9	Improper Lane Change	1
17C-8-8	Improper Stopping/Turning/Signaling	1
17C-9-1	Fail Yield At Intersection	1
17C-9-3	Fail To Yield-Thru Highway	3
	Report Totals:	**126**

Report Includes:

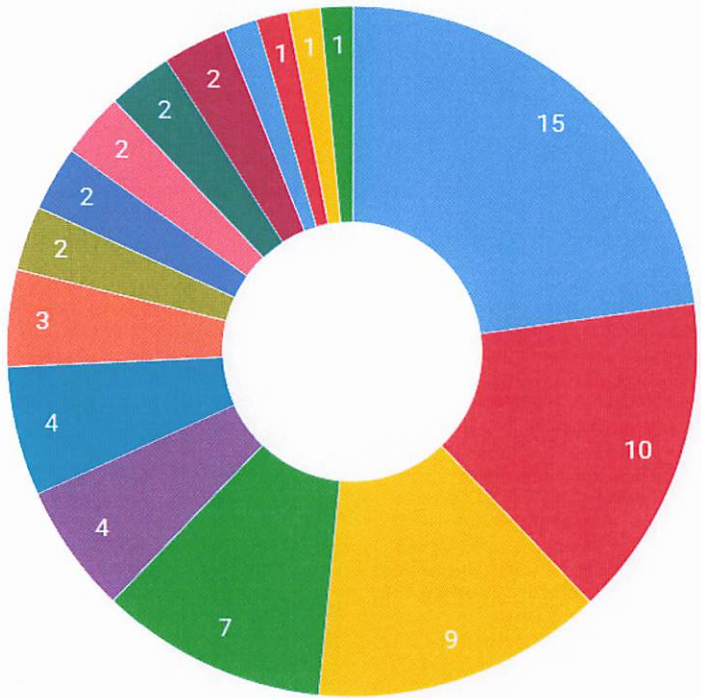
All dates between `00:00:00 12/01/25` and `23:59:59 12/31/25`, All agencies matching `CTPD`, All issuing officers, All areas, All violations

City of Charles Town - Tickets By Status (Dec. 2025)



Data as of 1/10/2026, 12:00:00 AM

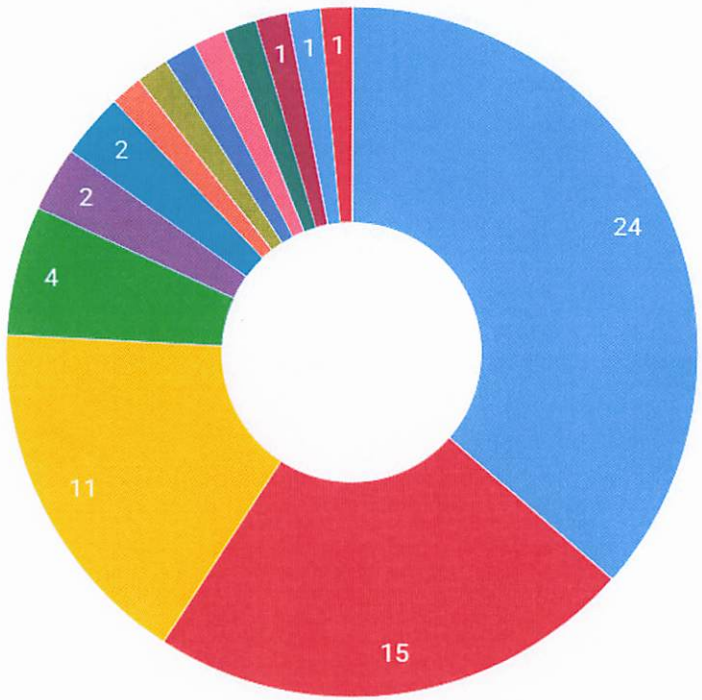
City of Charles Town - Tickets By Location (Dec. 2025)



- LIBERTY STREET PARKING LOT
- 200 BLOCK WEST WASHINGTON STREET
- CHARLES STREET PARKING LOT
- 100 BLOCK WEST WASHINGTON STREET
- 100 BLOCK SOUTH GEORGE STREET
- 100 BLOCK EAST WASHINGTON STREET
- 300 BLOCK WEST WASHINGTON STREET
- 100 BLOCK WEST LIBERTY STREET
- 200 BLOCK WEST LIBERTY STREET
- LAWRENCE STREET PARKING LOT
- 100 BLOCK NORTH CHARLES STREET
- 100 BLOCK SOUTH SAMUEL STREET
- 100 BLOCK NORTH LAWRENCE STREET
- 100 BLOCK SOUTH CHARLES STREET
- 200 BLOCK NORTH CHARLES STREET
- 100 BLOCK EAST CONGRESS STREET

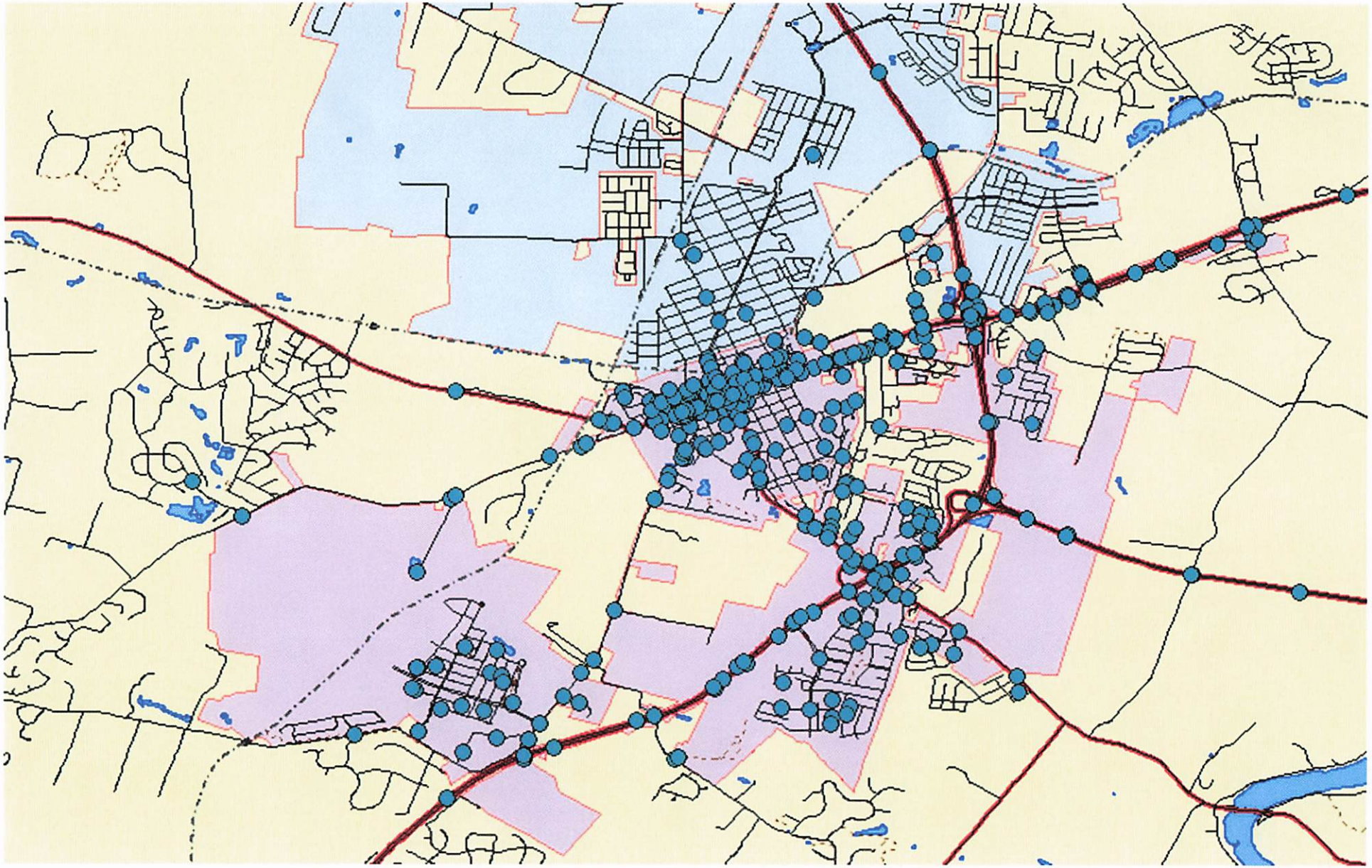
Data as of 1/10/2026, 12:00:00 AM

City of Charles Town - Tickets By Violation (Dec. 2025)

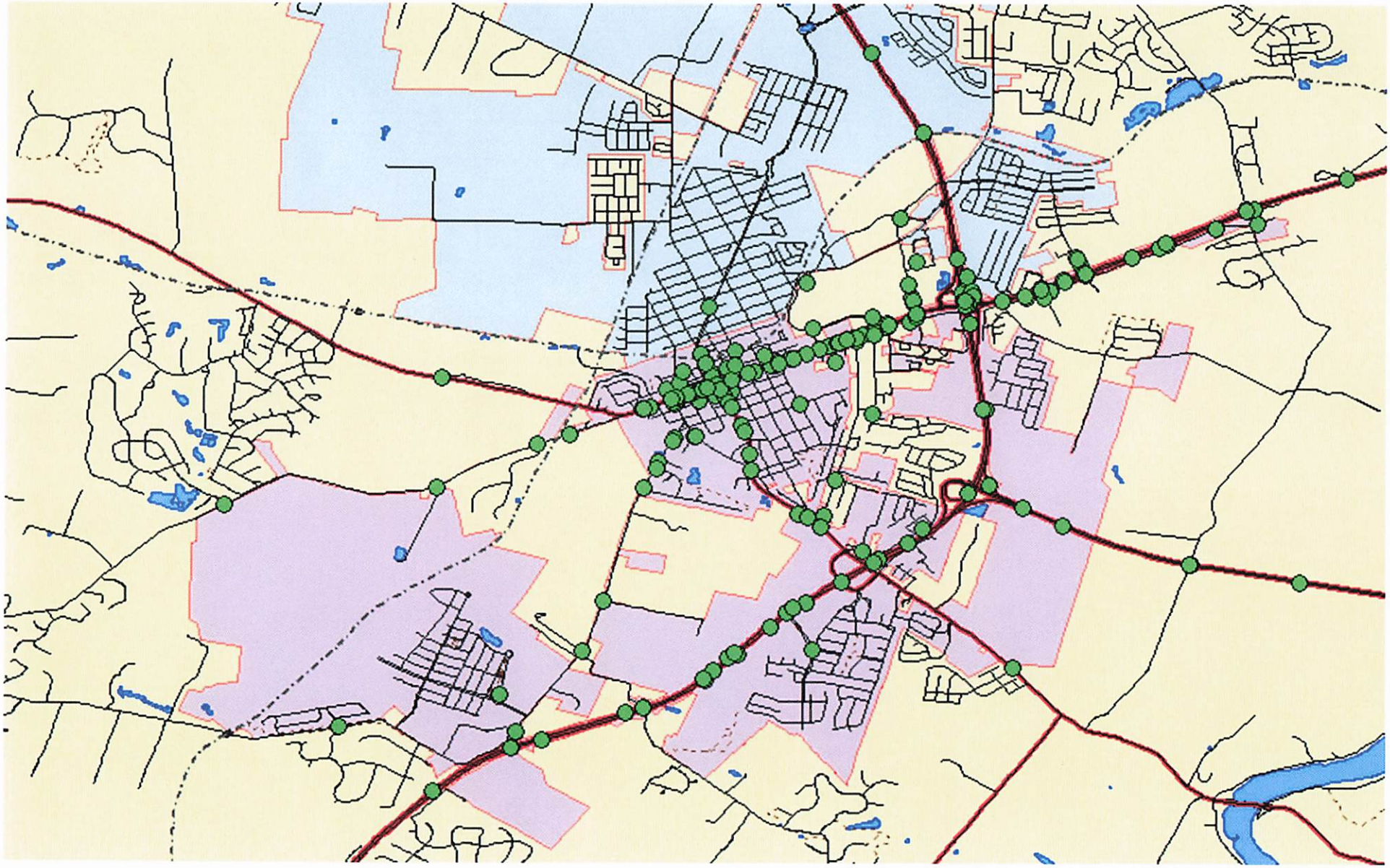


- Exceed 2 Hour Free Parking
- Permit Parking Only/Pay by App Violation (Liberty Street Lot)
- Expired Meter
- Right wheel more than 18" from right curb
- Immobilization Device (Booting) Fee
- Loading/Unloading Zone Violation
- Ten Minute Take Away Parking
- Temporary No Parking Zone (Events/Parades/ Construction) Violation
- Yellow/Red Painted Curbs or Streets Violation
- Parked within 20 feet of a Crosswalk
- Improper Manner of Parking
- Accessible Parking Violation
- Designated No Parking Zone Violation
- Exceed 4 Hour Free Parking- Accessible

Data as of 1/10/2026, 12:00:00 AM



December 2025 – All CTPD Traffic Stops



ALL TRAFFIC SOLUTIONS

NEIGHBORHOOD TRAFFIC SUMMARY

SPEED LIMIT 25

Posted Speed Limit

Violation Threshold= Speed Limit + 5mph

Traffic Study Dates:

01/06/2026 - 01/16/2026

Times: 0:00:00 - 23:59:59

Traffic Study Location:

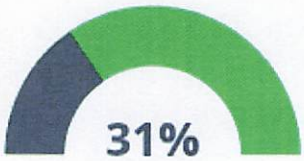
553 Barksdale Drive (Norborne), SB

Violators
289

Total Vehicles	Min Speed	Average Speed	Max Speed
6998	10 MPH	20 MPH	48 MPH



Compliance Rate



Vehicles Slowed Down*



85th Percentile Speed**

*Vehicles that slowed down represents the number of vehicles that decreased speed in response to the radar feedback sign display.

**85th Percentile Speed refers to the maximum speed that 85% of drivers will not exceed on a given road, even if there were no speed limits, stop signs, or traffic signals.

Generated by Charles Town PD-WV on 01-20-2026

ALL TRAFFIC SOLUTIONS

NEIGHBORHOOD TRAFFIC SUMMARY

SPEED LIMIT 25

Posted Speed Limit

Violation Threshold= Speed Limit + 15mph

Traffic Study Dates:

01/06/2026 - 01/16/2026

Times: 0:00:00 - 23:59:59

Traffic Study Location:

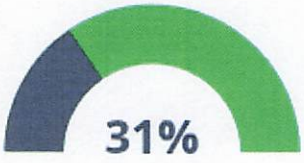
553 Barksdale Drive (Norborne), SB

Violators
14

Total Vehicles	Min Speed	Average Speed	Max Speed
6998	10 MPH	20 MPH	48 MPH



Compliance Rate



Vehicles Slowed Down*



85th Percentile Speed**

*Vehicles that slowed down represents the number of vehicles that decreased speed in response to the radar feedback sign display.

**85th Percentile Speed refers to the maximum speed that 85% of drivers will not exceed on a given road, even if there were no speed limits, stop signs, or traffic signals.

ALL TRAFFIC SOLUTIONS

NEIGHBORHOOD TRAFFIC SUMMARY



Posted Speed Limit

Violation Threshold= Speed Limit + 10mph

Traffic Study Dates:

01/06/2026 - 01/16/2026

Times: 0:00:00 - 23:59:59

Traffic Study Location:

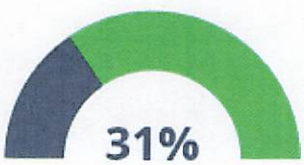
553 Barksdale Drive (Norborne), SB

Violators
71

Total Vehicles	Min Speed	Average Speed	Max Speed
6998	10 MPH	20 MPH	48 MPH



Compliance Rate



Vehicles Slowed Down*



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Generated by Charles Town PD-WV on 01-20-2026

City Council
101 East Washington Street
Charles Town, WV 25414

Meeting: 02/02/26
Department: City Council
Category: Information Only
Initiator:

SCHEDULED

AGENDA ITEM (ID #)

2026-1103: FY2026 Capital Budget Revision #7

ATTACHMENTS:

- Capital Budget 7th Revision.pdf

the city of Charles Town, WV

FY 2026 Capital Reserve Budget

ACCOUNT	FY 2026 ENCUMBERED	FY 2026 BUDGET	REVISION #1 PROPOSAL	REVISION 2 PROPOSAL	REVISION 3 PROPOSAL	REVISION 4 PROPOSAL	REVISION 5 PROPOSAL	REVISION 6 PROPOSAL	REVISION 7 PROPOSAL	FY 2026 CURRENT BUDGET	FY 2026 YEAR TO DATE ACTUAL	FY 2026 BUDGET BALANCE	% OVER/UNDER BUDGET	NOTES	REVISION #1 NOTES	REVISION #2, #3, #4, #5 & #6 NOTES	REVISION #7 NOTES
CAPITAL BUDGET REVENUES																	
Capital Reserve Carryover		$ 5,564,904	$ 3,002,355	$ -						$ 8,567,259	$ 8,553,059	$ 14,200	100%	Carryover balance from FY2025 Capital Reserve (This is carryover for unfinished projects noted in red. Carryover will be adjusted in the 1st Revision in July 2025.)	Adjust carry over amount to actual balanace as of June 30 2025		
36800 Contributions from GF			$ 427,386							$ 427,386	$ 414,570	$ 12,816	97%	Contributions from GF (Determined in July 2025 1st Revision)			
36800 Contributios from GF - Lottery / Gaming Revenue		$ 810,000								$ 810,000	$ 213,899	$ 596,101	26%	All lottery/gaming revenue remitted to Charles Town gets transferred to Capital Reserve from General Fund.			
36880 Contributions from Building Commission							$ 578,395			$ 578,395	$ 578,395	$ -	100%			CWH Landlord Developer Fees contributed from Building Commission.	
33000 Developer Fees		$ 150,000								$ 150,000	$ 151,296	$ (1,296)	101%	Developer Proffer fees.			
38000 Interest on Bank Accounts & Other Sources		$ 80,000								$ 80,000	$ 56,739	$ 23,261	71%				
38600 Insurance Claims										$ -	$ 26,612	$ (26,612)					
TOTAL REVENUES	**$ -**	**$ 6,604,904**	**$ 3,429,741**	**$ -**	**$ -**	**$ -**	**$ 578,395**	**$ -**	**$ -**	**$ 10,613,040**	**$ 9,994,571**	**$ 618,469**	**94%**				

ACCOUNT	FY 2026 ENCUMBERED	FY 2026 BUDGET	REVISION #1 PROPOSAL	REVISION 2 PROPOSAL	REVISION 3 PROPOSAL	REVISION 4 PROPOSAL	REVISION 5 PROPOSAL	REVISION 6 PROPOSAL	REVISION 7 PROPOSAL	FY 2026 CURRENT BUDGET	FY 2026 YEAR TO DATE ACTUAL	FY 2026 BUDGET BALANCE	% OVER/UNDER BUDGET	NOTES	REVISION #1 NOTES	REVISION #2, #3, #4, #5 & #6 NOTES	REVISION #7 NOTES
CAPITAL BUDGET EXPENSES																	
975 GENERAL GOVERNMENT																	
Information Technology																	
City Hall WIFI Replacements - 975-59 General Government Capital Outlay		$ 10,000							$ (7,000)	$ 3,000	$ 2,629	$ 371	88%				Transfer to 977-57 City Hall Interior Repair/Maintenance.
Computer Replacement - 975-59 General Government Capital Outlay Technology		$ 15,000								$ 15,000	$ 1,804	$ 13,196	12%	Computer replacement program for all General Government departments. (5 replacements are planned.)			
CW Hall WIFI Installation - 975-59 General Government Capital Outlay		$ 15,000								$ 15,000	$ -	$ 15,000	0%				
Tyler Tech Version 10 Software - 975-59 General Government Capital Outlay Technology		$ 71,000								$ 71,000	$ 6,152	$ 64,849	9%	Centralized Finance/Permitting/Zoning/Grants/Bond Tracking Software. This software will replace GoGov, MyGov, PSI, and enhance Incode. Having a centralized software will improve efficiency and reduce duplication of work. This software takes a year to implement. ($71,000 carried over from FY25.)			
TOTAL INFORMATION TECHNOLOGY	**$ -**	**$ 111,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ (7,000)**	**$ 104,000**	**$ 10,585**	**$ 93,415**	**10%**				
Other - General Government																	
Drone - 975-15 General Government Capital Outlay Equipment			10,000							$ 10,000	$ -	$ 10,000	0%		Supports advertising, event coverage, photography, structural inspections, damage assessment, police search and rescue, hostile environment response, and fire and disaster management.		
Rouss Hall Landlord buy back - 975-58 General Government Capital Outlay		$ 140,000								$ 140,000	$ -	$ 140,000	0%	$140,000 carried over from FY25.			
Salary Study - 975-23 General Government Professional Services			$ 30,000							$ 30,000	$ 4,531	$ 25,469	15%		Investing in initiatives to track and retain talent. Improving performance, and reducing long-term costs associated with turnover. To ensure we can identify high-performing individuals, support growth, and build a workforce committed to long-term success.		
Zoning & Subdivision Ordinance Overhaul - 975-23 General Government Professional Services		$ 246,000								$ 246,000	$ 45,806	$ 200,194	19%	Outsourcing costs to update this ordinance. It has not been updated since 2012 - This is a 2 year plan for a total of $250,000. ($146,000 carried over from FY25 & $100,000 encimbered in FY25.)			
TOTAL OTHER - GENERAL GOVERNMENT	**$ -**	**$ 386,000**	**$ 40,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 426,000**	**$ 50,338**	**$ 375,662**	**12%**				
TOTAL GENERAL GOVERNMENT	**$ -**	**$ 497,000**	**$ 40,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ (7,000)**	**$ 530,000**	**$ 60,923**	**$ 469,077**	**11%**				
976 PUBLIC SAFETY																	
Equipment																	
Officer Equipment - 976-60 Public Safety Capital Outlay Equipment		$ 18,500	$ -						$ 1,160	$ 19,660	$ 19,657	$ 3	100%	4 - APX N50 Portable Radios (3 Admin Staff & 1 spare)			Additional funds needed for chargers.
Speed Alert 24 Radar Trailer - 976-60 Public Safety Capital Outlay Equipment			$ 21,000							$ 21,000	$ 20,223	$ 777	96%		The current trailer is outdated. The new equipment allows the PD to remotely monitor vehicle speeds and provides the ability to electronically notify residents of road closures and broadcast community event information. This enhanced functionality ensures more effective communication and public safety outreach.		
TOTAL EQUIPMENT		**$ 18,500**	**$ 21,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 1,160**	**$ 40,660**	**$ 39,880**	**$ 780**	**98%**				
Information Technology																	
Computer Replacement - 975-60 General Government Capital Outlay Technology Police Department		$ 52,000							$ (1,160)	$ 50,840	$ 47,886	$ 2,954	94%	12 In-car Panasonic Tough Tablets (To replace generation 1 & 2)			Transfer to 976-60 Officer Equipment.
Cell Phone Forensic Downloading Equipment - 975-60 General Government Capital Outlay Technology PD		$ 27,000								$ 27,000	$ 16,571	$ 10,429	61%	Possible grant funding.			
Cradle Point WIFI Mobile Routers - 975-60 General Government Capital Outlay Technology Police Dept.		$ 18,500								$ 18,500	$ 14,175	$ 4,325	77%	9 Routers at $14,400 and $4100 installation labor.			
Uninterruptible Power Supply System Repair - 975-60 General Government Capital Outlay Technology PD									$ 50,000	$ 50,000	$ -	$ 50,000	0%				The UPS System that supports the City and PD servers is failing. This repair is essential to ensuring that the City and the PD repain operational.
TOTAL INFORMATION TECHNOLOGY		**$ 97,500**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 48,840**	**$ 146,340**	**$ 78,632**	**$ 67,708**	**54%**				
Vehicles																	
Police Cars - 976-59 Public Safety Capital Outlay Vehicles		$ 118,000								$ 118,000	$ 116,854	$ 1,146	99%	PD requests 2 vehicles per rotation schedule based on vehicle lifespan of 7 years.			
Police Vehicle Upfit Costs - 976-59 Public Safety Capital Outlay Vehicles		$ 12,000								$ 12,000	$ 9,732	$ 2,268	81%	This amount is for equipment installation labor. Equipment was purchased in FY25 through the COPS Grant.			
Police Cars #19 - 976-59 Public Safety Capital Outlay Vehicles			$ 60,000							$ 60,000	$ 59,909	$ 91	100%		Replace vehicle due to fire loss		
Police Vehicle Upfit Costs #19 - 976-59 Public Safety Capital Outlay Vehicles			$ 45,000							$ 45,000	$ 33,026	$ 11,974	73%		Replacement Vehicle uplift cost due to fire loss		
TOTAL VEHICLES	**$ -**	**$ 130,000**	**$ 105,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 235,000**	**$ 219,521**	**$ 15,479**	**93%**				
Parking																	
Parking Meters - 976-62 Public Safety		$ 16,000								$ 16,000	$ 4,923	$ 11,077	31%	10 - Model 90 Duplex Meter Housings at $6100; 15 -Model 90 Single Meter Housings at $4900; POM Parking Meter assembly at $5000.			
TOTAL PARKING	**$ -**	**$ 16,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 16,000**	**$ 4,923**	**$ 11,077**	31%				
TOTAL PUBLIC SAFETY	**$ -**	**$ 262,000**	**$ 126,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 50,000**	**$ 438,000**	**$ 342,956**	**$ 95,044**	**78%**				

ACCOUNT	FY 2026 ENCUMBERED	FY 2026 BUDGET	REVISION #1 PROPOSAL	REVISION 2 PROPOSAL	REVISION 3 PROPOSAL	REVISION 4 PROPOSAL	REVISION 5 PROPOSAL	REVISION 6 PROPOSAL	REVISION 7 PROPOSAL	FY 2026 CURRENT BUDGET	FY 2026 YEAR TO DATE ACTUAL	FY 2026 BUDGET BALANCE	% OVER/UNDER BUDGET	NOTES	REVISION #1 NOTES	REVISION #2, #3, #4, #5 & #6 NOTES	REVISION #7 NOTES
977 STREETS & TRANSPORTATION																	
Buildings																	
Building Improvements - 977-57 Streets & Transportation Capital Outlay Buildings							$ 578,395		$ (8,000)	$ 570,395	$ 11,232	$ 559,163	2%			Allocation from Building Commission Developer Fees for city building repairs.	Transfer to 977-57 City Hall Interior Repair/Maintenance.
Charles Washington Hall - Apply roof coating - 977-57 Streets & Transportation Capital Outlay Buildings			22,500			27,500				$ 50,000	$ -	$ 50,000	0%		This is a small section of the rooftop that contains 4 rooftop AC units. This area has failed sealant and degraded membranes. It will be replaced with a 2 Ply-Cold System which has a usefull life of 30 years.	Allowance for additional cost to replace roof. Bids came in higher than expected.	
Charles Washington Hall - Paint Interior - 977-57 Streets & Transportation Capital Outlay Buildings			8,000							$ 8,000	$ -	$ 8,000	0%		Repainting of stairway walls, stage face, upper balcony ledge, and doors and trim.		
Charles Washington Hall - Refinish Floor - 977-57 Streets & Transportation Capital Outlay Buildings			10,000							$ 10,000	$ -	$ 10,000	0%		Replacement of ballroom floor, steps, elevator ramp and bathroom landing.		
Charles Washington Hall - Replace Blinds - 977-57 Streets & Transportation Capital Outlay Buildings			20,000							$ 20,000	$ -	$ 20,000	0%		Replacement of ballroom blinds.		
City Hall - replace rooftop AC units - 977-57 Streets & Transportation Capital Outlay Buildings		$ 25,000	$ 30,000							$ 55,000	$ 9,270	$ 45,730	17%	$25,000 carried over from FY25.	Replacement of 2 City Hall rooftop AC units		
City Hall - interior repair/maintenance - 977-57 Streets & Transportation Capital Outlay Buildings		$ 55,000	$ 50,000						$ 21,000	$ 126,000	$ 1,197	$ 124,803	1%	Funds requested to paint interior of City Hall, replace flooring, and replace appliances in first floor kitchen. Includes a 10% contingency. ($55,000 carried over from FY25.)	Additional funds needed for engineering costs, asbestos removal, ceiling tiles, and relocation of 1st floor wall.		Additional funds needed to level 2nd floor, refinish back staircase and labor to move furniture.
City Hall - water damage repair - 977-57 Steets & Transprotation Capital Outlay Buildings			$ 25,000							$ 25,000	$ 15,717	$ 9,283	63%		2nd Floor water damage repair, including brick repointing, asbestos removal, and interior renovation.		
Maintenance Equipment Building - 977-57 Streets & Transportation Capital Outlay Buildings		$ 150,000								$ 150,000	$ -	$ 150,000	0%	Current building is maxed out on space. ($150,000 carried over from FY25.)			
Maintenance Yard Study & Engineering - 977-57 Streets & Transportation Capital Outlay Buildings		$ 80,000	$ 170,000							$ 250,000	$ 12,646	$ 237,354	5%	Maintenance yard study. Current maintence yard is in poor condition and needs replaced or renovated. This is a placeholder to get this project going. (80,000 carried over from FY25.)	Council requests that a study be conducted for the best location of the Maintenance Yard along with associated engineering.		
Rouss Hall - 1st Floor HVAC Unit - 977-57 Streets & Transportation Capital Outlay Buildings				$ 14,000						$ 14,000	$ 13,800	$ 200	99%			Allowance for 1st floor HVAC unit replacement. It was installed in 2002 and has completely failed.	
Rouss Hall - Paint Exterior/Repair Rotted Sills - 977-57 Streets & Transportation Capital Outlay Buildings			$ 80,000							$ 80,000	$ -	$ 80,000	0%		All window sills at Rouss Hall have peeling paint and rotted wood. Correcting this disrepair will put the building in good condition.		
Rouss Hall - Replace Gallery Floor - 977-57 Streets & Transportation Capital Outlay Buildings			$ 25,000							$ 25,000	$ -	$ 25,000	0%		Replacement of 1st floor Art Gallery Floor including construction of ADA compliant ramp.		
Rouss Hall - Apply roof coating - 977-57 Streets & Transportation Capital Outlay Buildings			$ 42,500							$ 42,500	$ 11,247	$ 31,253	26%		The roof is rusting and has degraded metal panels. It will be replaced with a Cool Sil System which has a usefull life of 10 years.		
TOTAL BUILDINGS	$ -	$ 310,000	$ 483,000	$ 14,000	$ -	$ 27,500	$ 578,395	$ -	$ 13,000	$ 855,500	$ 75,108	$ 1,350,787	9%				
Streets/Infrastructure																	
Charles Street Engineering Study - 977-61 Streets & Transportation Capital Outlay Stormwater Improvements			80,000							$ 80,000	$ -	$ 80,000	0%		Concept Plan for the shared street and event space shovel ready design for Charles Street. This document will assist with grant applications.		
Depot Square Design - 977-58 Streets & Transportation Capital Outlay Other Improvements			50,000							$ 50,000	$ -	$ 50,000	0%		Design for potential uses and amenities of the City's new town square.		
Sidewalks (ADA) & stormwater drain for Lawrence/Congress - 977-58 Streets & Transportation Capital Outlay Other Improvements		$ 60,000								$ 60,000	$ 54,757	$ 5,243	91%	Stormwater repair and ADA sidewalks for the Lawrence & Congress intersection. Expected grant funding from State Carbon Reduction Funding. ($60,000 carried over from FY25.)			Transfer to 977-57 City Hall Interior Repair/Maintenance.
Stormwater Assessment Study - 977-61 Streets & Transportation Capital Outlay Stormwater Improvements		$ 204,000								$ 204,000	$ 17,059	$ 186,941	8%	This funding is a 2 year plan to cover 6 study areas and 3 area reviews each year. ($204,000 carried over from FY25.)			
TOTAL STREETS/INFRASTRUCTURE	$ -	$ 264,000	$ 130,000	$ -	$ -	$ -	$ -	$ -	$ -	$ 394,000	$ 71,816	$ 322,184	18%				
Vehicles																	
Bucket Truck - 977-59 Streets & Transportation Capital Outlay Equipment		$ 175,000								$ 175,000	$ -	$ 175,000	0%	Current bucket truck cannot safely reach the required heights for maintenance tasks. The cost of a new truck is approximately $170,000. The truck will be ordered in FY25 and received in FY26. ($22,000 carried over from FY25 and $153,000 encumbered in FY25.)			
Dump Truck - 977-59 Streets & Transportation Capital Outlay Equipment		$ 90,000								$ 90,000	$ 83,075	$ 6,925	92%				
Pick-up Truck - 977-59 Streets & Transportation Capital Outlay Equipment		$ 65,000								$ 65,000	$ 48,535	$ 16,465	75%				
TOTAL VEHICLES	$ -	$ 330,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 330,000	$ 131,610	$ 198,390	40%				
Other - Streets & Transportation																	
Flower planters - 977-58 Streets & Transportation Capital Outlay Other Improvements		$ 5,000	$ 13,000							$ 18,000	$ 16,574	$ 1,426	92%	FY25 & 26 two year plan to install flower planters on Washington Street. ($5000 encumbered in FY25.)	An initiative to replace the aging flower pedestals along Washington Street. This aims to enhance the overall aesthetic appeal of the downtown area by systematically replacing outdated or deteriorating pedestals with durable, visually consistent alternatives.		
Potter's Field - 977-58 Streets & Transportation Capital Outlay Other Improvements		$ 66,000							$ (6,000)	$ 60,000	$ 59,970	$ 30	100%	Installation of Interpretative signs, fencing, monument and landscaping. (66,000 carried over from FY25.)			Transfer to 977-57 City Hall Interior Repair/Maintenance.
TOTAL OTHER - STREETS & TRANSPORTATION	$ -	$ 71,000	$ 13,000	$ -	$ -	$ -	$ -	$ -	$ (6,000)	$ 78,000	$ 76,544	$ 1,456	98%				
TOTAL STREETS & TRANSPORTATION		$ 975,000	$ 626,000	$ 14,000	$ -	$ 27,500	$ 578,395	$ -	$ 7,000	$ 1,657,500	$ 355,079	$ 1,872,817	21%				

ACCOUNT	FY 2026 ENCUMBERED	FY 2026 BUDGET	REVISION #1 PROPOSAL	REVISION 2 PROPOSAL	REVISION 3 PROPOSAL	REVISION 4 PROPOSAL	REVISION 5 PROPOSAL	REVISION 6 PROPOSAL	REVISION 7 PROPOSAL	FY 2026 CURRENT BUDGET	FY 2026 YEAR TO DATE ACTUAL	FY 2026 BUDGET BALANCE	% OVER/UNDER BUDGET	NOTES	REVISION #1 NOTES	REVISION #2, #3, #4, #5 & #6 NOTES	REVISION #7 NOTES
979 CULTURE & RECREATION																	
Parks & Recreation																	
Bridges at Happy Retreat & Stake Park - 979-58 Culture & Recreation Other Improvements		$ 92,000							$ 920	$ 92,920	$ 92,916	$ 4	100%	$84,000 carried over from FY25.			Increase for bridges overage.
JMP Slide - 979-59 Culture & Recreaption Capital Other Impovements		$ 14,200							$ 25	$ 14,225	$ 14,224	$ 1	100%				Increase for slide overage.
Pickle Ball Courts - 979-58 Culture & Recreation Capital Other Improvements			$ 65,000							$ 65,000	$ 16	$ 64,984	0%		Allowance for 60 X 60 paved court, 4 ft. chain link fence around the court, resurfacing in 2 colors, and 2 portable pickle ball nets		
Paving Path from bridge to road by the Skate Park - 979-58 Culture & Recreation Other Improvements		$ 5,000								$ 5,000	$ 5,000	$ -	100%	Connect the existing path on one side of the bridge to the other side. ($5000 carried over from FY25.)			
Pick-up Truck - 977-59 Culture & Recreation Capital Outlay Equipment		$ 50,000							$ (945)	$ 49,055	$ 33,880	$ 15,175	69%	This truck will be for the use of the Parks Manager.			$8920 transferred to 979.58 Bridges at Happy Retreat & Skate Park. $25 transferred to 979-59 JMP Slide.
Skate Park Paving from entrance to skate ramp - 977-58 Culture & Recreation Other Improvements					$ 10,000					$ 10,000	$ 9,400	$ 600	94%				
TOTAL PARKS & RECREATION	**$ -**	**$ 161,200**	**$ 65,000**	**$ -**	**$ 10,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 236,200**	**$ 155,436**	**$ 80,764**	**66%**				
Culture																	
Decorative String Lights for Art Alley and Charles Street - 979-58 Culture & Recreation Other Improvements			$ 6,000							$ 6,000	$ -	$ 6,000	0%		Installation of lights at Charles Street and Art Alley for safety and City beautification. This will complete the 2nd half of Charles Street.		
Depot Square Christmas Design - 979-58 Culture & Recreation Other Improvements			$ 60,000							$ 60,000	$ 27,003	$ 32,997	45%		Outfitting the Depot Square with Christmas decorations and the beginning stages of holiday marketplace implementation. (Electric to the Depot Square 25,000; five marketplace huts $20,000; lights and Christmas decorations 15,000)		
Historical Signs - 979-58 Culture & Recreation Other Improvements		$ 17,000								$ 17,000	$ 1,621	$ 15,379	10%				
Movie Screen - 977-59 Culture & Recreation Capital Outlay Equipment			$ 15,000							$ 15,000	$ -	$ 15,000	0%		25 X 14 movie screen with inflatable frame for event use.		
Wayfinding signage - 979-58 Culture & Recreation Other Improvements	$ 100,000	$ 197,400								$ 197,400	$ -	$ 197,400	0%	CDD REQUEST $100K for Wayfinding Signage implementation (3 years of phases at $100,000 per year ending in FY27.) (Request related to 2023 CTNOW ARPA Request) ($97,400 carried over from FY25 and $100,000 encumbered in FY25.)			
Festival Blow Up Games - 979-58 Culture & Recreation Other Improvements			$ 6,000							$ 6,000	$ -	$ 6,000	0%		Basketball Shootout and Football Blitz blowup games for use at Festivals and P&R events. This will help save money with rental expenses during WV Fest.		
TOTAL CULTURE	**$ 100,000**	**$ 214,400**	**$ 87,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 301,400**	**$ 28,624**	**$ 272,776**	**9%**				
TOTAL CULTURE AND RECREATION	**$ 100,000**	**$ 375,600**	**$ 152,000**	**$ -**	**$ 10,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 537,600**	**$ 184,060**	**$ 353,540**	**34%**				
Contingencies		$ 166,000	$ 2,485,741	$ (14,000)	$ (10,000)	$ (27,500)		$ (9,600)	$ (50,000)	$ 2,540,641	$ -	$ 2,540,641	0%	This amount will be adjusted in the 1st Revision in July 2025.		Revision #2: Transfer to 977-57 Rouss Hall 1st Floor HVAC replacement. Revision #3: Transfer to 979-58 Skate Park Paving from entrance to ramps. Revision #4: Transfer to 977-57 CW Hall Roof Coating.	Transfer to 975-60 Uninterruptible Power Supply System.
Encumberances for Subsequent Years		$ 350,000								$ 350,000	$ -	$ 350,000	0%	$100,000 for Wayfinding Signage; $250,000 for Augustine Avenue Project			
Transfer to Grant Projects		$ 3,987,304						$ 9,600		$ 3,996,904	$ -	$ 3,996,904	0%	$76,444 to Augustine Avenue Project. $861,555 to Liberty Street Project. $3,049,305 to JMP Pool Project.			
TOTAL EXPENSES	**$ 100,000**	**$ 6,612,904**	**$ 3,429,741**	**$ -**	**$ -**	**$ -**	**$ 578,395**	**$ -**	**$ -**	**$ 10,050,645**	**$ 943,017**	**$ 9,678,023**	**9%**				
REVENUES OVER EXPENSES	**$ (100,000)**	**$ (8,000)**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 562,395**	**$ 9,051,554**						

City Council
101 East Washington Street
Charles Town, WV 25414

Meeting: 02/02/26
Department: City Council
Category: Information Only
Initiator:

SCHEDULED

AGENDA ITEM (ID #)

2026-1104: FY2026 General Fund Budget Revision #4

ATTACHMENTS:

- FY 2026 GF Revision #4.pdf

ACCOUNT	FY 2026 APPROVED BUDGET	REVISION #1	REVISION #2	REVISION #3	REVISION #4	CURRENT BUDGET	FY 2026 YTD ACTUAL	FY 2026 BUDGET BALANCE	% OVER/UNDER BUDGET	NOTES AND EXPLANATIONS	REVISION #1 NOTES	REVISION #2 NOTES	REVISION #3 NOTES	REVISION #4 NOTES
REVENUES														
30005 Unassigned Fund Balance (Carryover)	750,000	1,056,186	(18,275)			1,787,911	1,787,911	-	100%	Estimated carryover balance for fiscal year ending 2026.	Increased carryover to reflect actual balance as of 6/30/25.	Transfer of funds to Contribution from other funds Vacant Structures.		
30101 Taxes - Ad Valorem	1,851,076					1,851,076	1,111,301	739,775	60%					
30106 Supplemental Taxes	30,000					30,000	33,049	(3,049)	110%	Property taxes owed from previous years, but paid in the current fiscal year.				
30200 Interest as Penalty	8,000					8,000	8,405	(405)	105%					
30300 Gas & Oil Severance Tax	30,000					30,000	16,290	13,710	54%	5% severance tax on gross receipts at the well head of oil and natural gas.				
30400 Utility Tax (2%)	250,000					250,000	156,209	93,791	62%					
30500 Business & Occupation (B&O) Tax	2,032,082					2,032,082	857,041	1,175,041	42%	Included estimated B&O receipts from HDL collections services.				
30600 Liquor Tax	25,000					25,000	16,232	8,768	65%	Each distribution quarter amount ranges from $5.5K - $7K, and has been steadily rising each year.				
30700 Animal Control Tax	1,600					1,600	1,733	(133)	108%	This is donated back to the county each year under Dog Warden.				
30800 Hotel/Motel Tax	200,000					200,000	73,674	126,326	37%	4 traditional hotels (Turf Motel, Days Inn, TravelLodge, Carriage Inn) and 5 independent rental companies (Homeaway.com, Expedia, AirBnB, Hotel Tonight, Evolve Vacation Rental Network)				
32000 Court Costs, Fees & Charges	260,000					260,000	119,635	140,365	46%					
32100 Parking Violation Penalties	40,000					40,000	25,250	14,750	63%					
32500 Business License Revenue	35,000					35,000	56,244	(21,244)	161%					
32600 Building Permit Fees	550,000					550,000	417,273	132,727	76%	Building activity increasing/expected to remain strong through FY2026 with new development projects on the horizon and increases in permit fee structure.				
32800 Franchise Tax	65,000					65,000	29,680	35,320	46%	Two Cable Franchisees				
32900 Rental Registration Fees							460							
33100 International Registration Plan (IRP) Fees	70,000					70,000	32,090	37,910	46%	The International Registration Plan is an agreement for the registration of commercial motor vehicles that travel in the United States. It is designed to distribute apportioned taxes (registration fees) depending on the mileage driven in the participating jurisdictions.				
33900 Emergency Service Fee	1,700					1,700	954	746	56%	Revenue from utility bills for EMS (5 cents)				
34000 Parks & Rec Fee	1,700					1,700	954	746	56%	Revenue from utility bills for parks and recreation (5 cents)				
34200 Parking Meter Revenues	45,000					45,000	28,050	16,950	62%	Revenue from parking meters and parking permits including ParkMobile app.				
34500 Rents & Concessions	60,000					60,000	44,646	15,354	74%	CTUB rental of 661 space ($30,000); CW Hall 1st floor rental ($30,000)				
35300 Zoning Fee	20,000					20,000	19,942	58	100%	Zoning applications				
35500 Street Improvement Fee	135,000					135,000	74,437	60,563	55%	Revenue from utility bills for street improvements ($4 per month)				
36504 Federal Government Grants	291,667					291,667	41,157	250,510	14%	DOJ/COPS grant for additional police officer. $125,000 across 3 years. HUD Grant for Revive program $250,000				
36600 State Government Grants	-					-	-	-						
36700 Other Grants	-		1,000	1,268		2,268	2,518	(250)				Transfer of donation designated to the police department to Police Supplies 700-41.	Transfer of donation designated to the Tree Board to Maintenance Contracted Services 750-30.	
36900 Contributions from Other Funds-Sales Tax ($2,500,000); Housing Rehab ($67,880); Vacant Structures ($18,275)	1,500,000		86,155			1,586,155	750,000	836,155	47%	Ordinance requires payment of debt first (payments to BC are rent payments in PD and CH budgets to cover BC debt). Quarterly sales tax distributions are averaging $450,000 or $1,800,000 annually.		Housing Rehab income is designated to Code Enforcement Nuisance Properties Contracted Services expenses. Vacant Structure income is designated for Code Enforcement Vacant Properties Contracted Services expenses.		
37600 Gaming Income	250,000					250,000	125,909	124,091	50%	Gaming receipts average $19K to $23K per month.				
37900 Gain/Loss - Sale of Fixed Assets	-					-	-	-						
38007 Interest Income (Operating Acct)	35,000					35,000	10,433	24,567	30%					
38100 Reimbursements	110,000					110,000	77,130	32,870	70%	SRO reimbursement of $60k; crossing guards; misc. police reimbursements; Fuel Refunds; Pcard Rebate; etc.				
38100 Lein Reimbursements						-	-	-						
38200 Refunds - Overpayments	500					500	(2,343)	2,843	-469%					
38600 Insurance Claims	-					-	3,995	(3,995)						
38700 Filing Fees	300					300	-	300	0%	Filing Fees Revenue - Election in FY25. $50.00 per person.				
39200 Property Rehabilitation	-					-	5,100	(5,100)						
39700 Video Lottery	600,000					600,000	322,062	277,938	54%	Video lottery receipts average $13.4K to $22.2K per week.				
39900 Misc Revenue	5,000					5,000	3,945	1,055	79%	Yard waste stickers and fingerprints				
39902 Special Events - WV Fest	10,000					10,000	-	10,000	0%					
39903 Special Events - General	1,000					1,000	450	550	45%	Special activities fees				
39904 Special Events - CW Hall	5,000					5,000	3,200	1,800	64%					
39907 Special Events - Car Show	5,000					5,000	10,681	(5,681)	214%	Car show registration and sponsors.				
TOTAL REVENUES	**9,274,625**	**1,056,186**	**68,880**	**1,268**	**-**	**10,400,959**	**6,265,697**	**4,135,722**	60%					

ACCOUNT	FY 2026 APPROVED BUDGET	REVISION #1	REVISION #2	REVISION #3	REVISION #4	CURRENT BUDGET	FY 2026 YTD ACTUAL	FY 2026 BUDGET BALANCE	% OVER/UNDER BUDGET	NOTES AND EXPLANATIONS	REVISION #1 NOTES	REVISION #2 NOTES	REVISION #3 NOTES	REVISION #4 NOTES
EXPENSES														
ECONOMIC DEVELOPMENT - 402														
03 Salaries	77,000					77,000	38,173	38,827	50%	Business Development /Downtown Coordinator salary plus 2.5% merit and holiday supplement.				
04 FICA	6,200					6,200	2,920	3,280	47%	FICA @ 7.65%				
05 Group Insurance	9,300					9,300	4,921	4,379	53%	Health Insurance, Life Insurance, Dental Insurance, Vision Insurance. (Includes 16% premium increase projected by PEIA.)				
06 Retirement	7,000					7,000	3,445	3,555	49%	PERS II Employer Contribution 9%				
09 OPEB	2,000		(1,800)			200	61	139	31%	RHBT Insurance		Transfer to Fringe Benefits.		
10 Fringe Benefits			1,800			1,800	695	1,105	39%	Deferred Compensation Employer Contribution 3%		Creation of new line item for 457b retirement due to auditing requirements.		
11 Telephone	500					500	164	336	33%	Cell phone				
14 Travel	3,000					3,000	98	2,902	3%	2 National Conferences; airfare, lodging, per-diem				
20 Advertising/Legal Publications	500					500	-	500	0%					
21 Training & Education						-	-	-		$2,500 rolled under City Manager's office.				
22 Dues & Subscriptions	2,000					2,000	460	1,540	23%	IEDC Membership, Survey Subscription, Adobe subscription				
23 Professional Services	1,000					1,000	-	1,000	0%	Engineering Services				
26 Insurance and Bonds	5,000		585			5,585	5,568	17	100%	Worker's Comp, Prof Liability, Umbrella, Automobile, Commercial Property.		Increase due to rise in insurance costs.		
30 Contracted Services	1,000					1,000	-	1,000	0%					
41 Departmental Supplies	3,000					3,000	610	2,390	20%	Promotional items for events and City marketing and other departmental supplies.				
43 Auto Supplies						-	-	-		Under Maintenance budget				
TOTAL ECONOMIC DEVELOPMENT	**117,500**	**-**	**585**	**-**	**-**	**118,085**	**57,116**	**60,969**	48%					
MAYOR'S OFFICE - 409														
01 Salary	12,500					12,500	6,000	6,500	48%	Mayor's Salary				
04 FICA Tax Expense	1,000					1,000	458	542	46%					
11 Telephone						-	-	-						
14 Travel Expense	2,000					2,000	-	2,000	0%	WV Municipal League				
20 Advertising/Legal Publication						-	-	-						
21 Training & Education	1,000					1,000	-	1,000	0%					
22 Dues & Subscriptions						-	-	-						
26 Insurance & Bonds	1,000		100			1,100	1,090	10	99%			Increase due to rise in insurance costs.		
41 Departmental Supplies	500					500	-	500	0%	$453.00 - Ceremonial Keys to the City and Coins				
68 Community Contributions	2,000					2,000	-	2,000	0%					
TOTAL MAYOR'S OFFICE	**20,000**	**-**	**100**	**-**	**-**	**20,100**	**7,549**	**12,551**	38%					
COUNCIL - 410														
01 Salaries	40,000					40,000	18,749	21,251	47%	Eight Council Members at $5,000 annual salary				
04 FICA Tax Expense	3,100					3,100	1,434	1,666	46%					
14 Travel Expense	4,800					4,800	2,274	2,526	47%	Conferences				
21 Training & Education	3,200				(125)	3,075	-	3,075	0%	WV Municipal League Conference Registration ($450 per registration)				Transfer to 410-41.
26 Insurance & Bonds	3,200		300			3,500	3,489	11	100%	Umbrella, Commercial Property, Worker's Comp, Automobile, Liability		Increase due to rise in insurance costs.		
41 Departmental Supplies	700				125	825	193	632	23%					Allowance for City embroidered clothing.
TOTAL COUNCIL	**55,000**	**-**	**300**	**-**	**-**	**55,300**	**26,139**	**29,161**	47%					
CITY MANAGER - 412														
03 Salaries	215,000					215,000	89,345	125,655	42%	City Manager & Deputy City Clerk Salary, 2.5% Merit and Holiday Supplement (Includes $5000 travel allowance for new City Manager.)				
04 FICA Tax Expense	17,500					17,500	6,889	10,611	39%	FICA Tax @ 7.65%				
05 Group Insurance	20,000					20,000	7,404	12,596	37%	Health Insurance, Life Insurance, Dental Insurance, Vision Insurance. (Includes 16% premium increase projected by PEIA.)				
06 Retirement	19,000					19,000	7,821	11,179	41%	9% Employer Contribution PERS I and II				
08 Overtime	1,200	1,300				2,500	711	1,789	28%		Increased to match actual overtime in			
09 OPEB	6,500		(6,000)			500	41	459	8%	RHBT Insurance		Transfer to Fringe Benefits.		
10 Fringe Benefits			6,000			6,000	1,880	4,120	31%	Deferred Compensation Employer Contribution 3%		to auditing requirements.		
11 Telephone	550					550	178	372	32%	Mobile phone service				
14 Travel Expense	1,500					1,500	-	1,500	0%	WVML Trip, City Clerk Election Training				
20 Advertising	2,000					2,000	-	2,000	0%					
21 Training & Education	20,000					20,000	2,265	17,735	11%	402 Economic Development - $2,500 - Two National Conferences 415 Court Clerk - $500 - Municipal Court training, Election training 437 Planning & Zoning - $7,000 - Leadership WV Jefferson and APA Online Training 425 Enforcement Agency - $2,000 - ICC Conference & WV Code Officials Seminar 436 Building Inspections - $2,000 - ICC Conference & WV Code Officials Seminar 440 City Hall - $2,000 - WVML Conference 413 Treasurer's Office - $4,000 - WV GFAO Training - 4 employees; Spring or Fall Conference 750 Maintenance - $1,500				
22 Dues & Subscriptions	1,000					1,000	50	950	5%	Adobe subscriptions. ICMA and WVML Fees.				
23 Professional Services	500	37,500				38,000	14,544	23,456	38%	Background checks for City Manager candidates.	City Manager recruiter expenses carried over from FY 2025.			
26 Insurance & Bonds	15,000		280			15,280	15,270	10	100%	Umbrella, Commercial Property, Worker's Comp, Automobile, Liability		Increase due to rise in insurance costs.		
30 Contracted Services						-	-	-						
41 Departmental Supplies	750					750	187	563	25%	Misc. Office Supplies				
43 Auto Supplies (Gas & Oil)						-	-	-		Gas is covered under travel expenses.				
TOTAL CITY MANAGER	**320,500**	**38,800**	**280**	**-**	**-**	**359,580**	**146,585**	**212,995**	41%					

ACCOUNT	FY 2026 APPROVED BUDGET	REVISION #1	REVISION #2	REVISION #3	REVISION #4	CURRENT BUDGET	FY 2026 YTD ACTUAL	FY 2026 BUDGET BALANCE	% OVER/UNDER BUDGET	NOTES AND EXPLANATIONS	REVISION #1 NOTES	REVISION #2 NOTES	REVISION #3 NOTES	REVISION #4 NOTES
TREASURER - 413														
03 Salaries	260,000					260,000	129,144	130,856	50%	Director of Finance, Accounting Clerk I, Accounting Clerk II, Accounting Clerk III salaries, 2.5% merit, and holiday supplements.				
04 FICA Tax Expense	22,000					22,000	10,012	11,988	46%	FICA Tax @ 7.65%				
05 Group Insurance	21,000		17,000			38,000	18,503	19,497	49%	Health Insurance, Life Insurance, Dental Insurance, Vision Insurance. (Includes 16% premium increase projected by PEIA.)		Increase due to changes in employee's insurance plans.		
06 Retirement	24,000					24,000	11,877	12,123	49%	9% Employer Contribution PERS I and II				
08 Overtime	3,500					3,500	1,737	1,763	50%					
09 OPEB	8,000		(7,500)			500	184	316	37%	RHBT Insurance		Transfer to Fringe Benefits.		
10 Fringe Benefits			7,500			7,500	3,205	4,295	43%	Deferred Compensation Employer Contribution 3%		Creation of new line item for 457b retirement due to auditing requirements.		
11 Telephone	-					-	-	-		Director of Finance Cell Phone				
14 Travel Expense	1,500					1,500	992	508	66%	Director & Acct. Clerk III - WV Government Finance Officers Association Training				
18 Postage						-	-	-		Transfer cost to City Hall and Pitney Bowes machine.				
20 Advertising/Legal Pubs	2,500					2,500	1,244	1,256	50%	Financial statement publication $625, Levy Estimate $425, Tax increase notice $250.				
21 Training & Education	-					-	-	-		$4,000 Rolled into City Manager's budget				
22 Dues & Subscriptions	500					500	125	375	25%	Adobe subscription for Director & Accounting Clerk III				
23 Professional Services	2,500			500		3,000	2,925	75	98%	J.C. Kunkle Accounting Services - CWH Landlord Trial Balance Analysis ($1,200) Police pension annual report ($800) Background Checks for New Hires ($300)			Allocation for accounting services regarding recording Clifford Trust activity.	
24 Audit Costs	42,000	48,000				90,000	49,320	40,680	55%	Perry & Associates and J.C. Kunkle FY25 Compilation and Preparation of Audit	Allowance for FY 2024 audit expenses.			
26 Insurance & Bonds	15,000		4,200			19,200	19,184	16	100%	General Liability, Worker's Compensation, Umbrella		Increase due to rise in insurance costs.		
30 Contracted Services	25,000					25,000	5,994	19,006	24%	Tyler Technologies - Incode Annual License Fee				
30 B&O Collections - Contracted Services	75,000			(28,500)		46,500	9,506	36,994	20%				Transfer $500 to Professional Services and $28,000 to Refunds.	
38 Refunds	10,000	65,000		28,000		103,000	87,394	15,606	85%					
41 Departmental Supplies	1,500	1,000				2,500	1,640	860	66%	Misc. Office Supplies	Allowance for purchase of desk scanners for			
TOTAL TREASURER	**514,000**	**114,000**	**21,200**	-	-	**649,200**	**352,987**	**296,213**	54%					
COURT CLERK - 415														
03 Salaries	67,000					67,000	33,070	33,930	49%	Court Clerk Salary, 2.5% merit, and holiday supplement				
04 FICA	5,500					5,500	2,545	2,955	46%	FICA @ 7.65%				
05 Group Insurance	19,000					19,000	9,722	9,278	51%	Health Insurance, Life Insurance, Dental Insurance, Vision Insurance. (Includes 16% premium increase projected by PEIA.)				
06 Retirement	6,000					6,000	2,986	3,014	50%	9% Employer Contribution PERS I and II				
08 Overtime	1,200					1,200	198	1,002	17%					
09 OPEB	2,000		(1,800)			200	61	139	31%	RHBT Insurance		Transfer to Fringe Benefits.		
10 Fringe Benefits			1,800			1,800	595	1,205	33%	Deferred Compensation Employer Contribution 3%		Creation of new line item for 457b retirement due to auditing requirements.		
14 Travel	500					500	-	500	0%	Court Clerk training and Election training				
18 Postage	100					100	-	100	0%					
20 Advertising/Legal Publications						-	-	-						
21 Training & Education						-	-	-		$500 transferred to City Manager's budget. WVML training and Election training.				
22 Dues & Subscriptions						-	-	-						
23 Professional Services						-	-	-						
26 Insurance & Bonds	4,500		605			5,105	5,103	2	100%	Court Clerk Bond, General Liability, Worker's Compensation, Umbrella		Increase due to rise in insurance costs.		
30 Contracted Services	25	1,000				1,025	757	268	74%	Flu shot	Allowance for cost of appeals.			
38 Refunds			1,000			1,000	638	362	64%			Allowance for refund of court fine fees.		
41 Departmental Supplies	600					600	122	478	20%	Ink cartridges, paper stock				
TOTAL COURT CLERK	**106,425**	**1,000**	**1,605**	-	-	**109,030**	**55,799**	**53,231**	51%					
POLICE JUDGES - 416														
03 Salaries	32,000					32,000	13,036	18,964	41%	Two Municipal Court judges; two magistrates; two prosecuting attorneys; extra $2k for special judge, and holiday supplements.				
04 FICA	2,400					2,400	966	1,434	40%					
14 Travel	500					500	263	237	53%	WV State mandated annual training for magistrates & judges				
21 Training & Education	1,000					1,000	690	310	69%	WV State mandated annual training for magistrates & judges				
22 Dues and Subscriptions	100					100	-	100	0%					
23 Professional Services	1,000					1,000	-	1,000	0%					
26 Insurance & Bonds	2,500		300			2,800	2,791	9	100%			Increase due to rise in insurance costs.		
TOTAL POLICE JUDGES	**39,500**	**-**	**300**	**-**	**-**	**39,800**	**17,746**	**22,054**	45%					
CITY ATTORNEY - 417														
03 Salaries	160,000					160,000	79,192	80,808	49%	Attorney salary plus 2.5% merit and holiday supplement.				
04 FICA	13,000					13,000	6,058	6,942	47%	FICA @ 7.65%				
05 Group Insurance	1,000		550			1,550	942	608	61%	Health Insurance, Life Insurance, Dental Insurance, Vision Insurance. (Includes 16% premium increase projected by PEIA.)		Correction of Dental Insurance budget calculation.		
06 Retirement	15,000					15,000	7,260	7,740	48%	PERS II Employer Contribution 9%				
09 OPEB	6,000		(5,600)			400	359	41	90%	RHBT Insurance		Transfer to Fringe Benefits.		
10 Fringe Benefits			5,600			5,600	1,818	3,782	32%	Deferred Compensation Employer Contribution 3%		Creation of new line item for 457b retirement due to auditing requirements.		
11 Telephone	250					250	94	156	37%					
14 Travel	1,000					1,000	-	1,000	0%	Travel allowance for various trainings.				
20 Advertising/Legal Publications						-	-	-		Allowance for legal publications.				
21 Training & Education						-	-	-		Rolled under City Manager's office.				
22 Dues & Subscriptions	5,100					5,100	1,983	3,117	39%	Allowance for legal subscriptions and memberships. Bar license and legal research database subscription.				
23 Professional Services	50,000					50,000	-	50,000	0%	Cost for outside legal council.				
26 Insurance and Bonds	12,000		(8,095)			3,905	2,263	1,642	58%			Transfer of funds to Insurance & Bonds line items in departments: 402, 409, 410, 413, 415, 416, 425, 436, 571, & 704.		
41 Departmental Supplies	1,000					1,000	11	990	1%					
TOTAL CITY ATTORNEY	**264,350**	**-**	**(7,545)**	**-**	**-**	**256,805**	**99,980**	**156,825**	39%					

ACCOUNT	FY 2026 APPROVED BUDGET	REVISION #1	REVISION #2	REVISION #3	REVISION #4	CURRENT BUDGET	FY 2026 YTD ACTUAL	FY 2026 BUDGET BALANCE	% OVER/UNDER BUDGET	NOTES AND EXPLANATIONS	REVISION #1 NOTES	REVISION #2 NOTES	REVISION #3 NOTES	REVISION #4 NOTES
ENFORCEMENT AGENCY - 425														
03 Salaries	61,000				1,500	62,500	29,677	32,823	47%	Code Enforcement Officer salary, 2.5% merit, holiday supplement., and clothing allowance.				Allowance for certification stipend.
04 FICA	4,900					4,900	2,270	2,630	46%	FICA @ 7.65% of Salary				
05 Group Insurance	9,000					9,000	4,763	4,237	53%	Health Insurance, Life Insurance, Dental Insurance, Vision Insurance. (Includes 16% premium increase projected by PEIA.)				
06 Retirement	5,400					5,400	2,647	2,753	49%	PERS II Employer Contribution 9%				
09 OPEB	2,500		(2,300)			200	61	139	31%	RHBT Insurance		Transfer to Fringe Benefits.		
10 Fringe Benefits			2,300			2,300	794	1,506	35%	Deferred Compensation Employer Contribution 3%		Creation of new line item for 457b retirement due to auditing requirements.		
11 Telephone	500					500	94	406	19%					
14 Travel	3,000					3,000	2,045	955	68%	International Code Council Conference. Orlando. 2-3 days; airfare, lodging, meals, rental car/gas WV Code Officials Association Seminar. Roanoke, WV; airfare, lodging, meals, rental car/gas				
18 Postage	1,500					1,500	193	1,307	13%	Certified Mailings				
20 Advertising/Legal Publications	500					500	53	447	11%	Job posting ads, public notices for nuisance properties, and property maintenance violation notices.				
21 Training & Education						-	-	-		$3,500 transferred to City Manager's budget. International Code Council Conference. Orlando, FL. Registration Fee ($1,600) WV Code Officials Spring Seminar, Roanoke, WV (9/2024) Registration Fee ($150)				
22 Dues & Subscriptions	1,000					1,000	170	830	17%	ICC Membership ($160/yr)				
26 Insurance and Bonds	4,000		365			4,365	4,362	3	100%	Worker's Comp, Prof Liability, Umbrella, Automobile, Commercial Property.		Increase due to rise in insurance costs.		
30 Contracted Services	25,000					25,000	-	25,000	0%	Kimley-Horn Engineering Services				
30 Nuisance Properties-Contracted Services	45,000		67,880			112,880	21,730	91,150	19%	Nuisance Properties cleanup and demos.		Funds.		
30 Nuisance Properties Relocation - Contracted Services	5,000					5,000	-	5,000	0%	Nuisance Properties housing reallocation.				
30 Vacant Properties-Contracted Services			18,275			18,275	221	18,054				Article 1759 Vacant Buildings.		
41 Departmental Supplies	2,000					2,000	458	1,542	23%	Building safety month supplies and code books				
43 Auto Supplies						-	-	-		Under Maintenance budget				
45 Uniforms	2,000					2,000	525	1,475	26%	Jackets & shirts.				
TOTAL ENFORCEMENT AGENCY	**172,300**	-	**86,520**	-	**1,500**	**260,320**	**70,062**	**190,258**	27%					
REGIONAL DEVELOPMENT AUTHORITY - 435														
22 Dues & Subscriptions	11,500					11,500	11,304	196	98%	Region 9 Assessment - Fees are going up				
TOTAL REGIONAL DEVELOPMENT AUTHORITY	**11,500**	-	-	-	-	**11,500**	**11,304**	**196**	98%					
Total City Administration	**2,297,075**	**173,800**	**22,325**	-	-	**2,493,200**	**1,203,655**	**1,289,545**	48%					
BUILDING INSPECTIONS - 436														
03 Salaries	88,000				4,400	92,400	43,562	48,838	47%	Building Official/Inspector salary, 2.5% merit, holiday supplement, and clothing allowance.				Allowance for certification stipends.
04 FICA	7,000					7,000	3,333	3,668	48%	FICA @ 7.65% of Salary				
05 Group Insurance	1,500					1,500	785	715	52%	Health Insurance, Life Insurance, Dental Insurance, Vision Insurance. (Includes 16% premium increase projected by PEIA.)				
06 Retirement	8,000					8,000	3,929	4,071	49%	PERS II Employer Contribution (9%). $272.37 per pay period * 26 pay periods				
09 OPEB	3,000		(2,850)			150	-	150	0%	RHBT Insurance		Transfer to Fringe Benefits.		
10 Fringe Benefits			2,850			2,850	1,178	1,672	41%	Deferred Compensation Employer Contribution 3%		Creation of new line item for 457b retirement due to auditing requirements.		
11 Telephone	1,000					1,000	80	920	8%	Two lines; one is a hot spot. One is a cell phone.				
14 Travel	3,000					3,000	468	2,532	16%	National ICC Conference; airfare, lodging, meals, gas				
17 R&M Auto						-	-	-		Under Maintenance budget				
18 Postage	1,000					1,000	-	1,000	0%	Certified mailings for property Notice of Violations				
20 Advertising/Legal Publications	1,000					1,000	-	1,000	0%	Job posting ads, public notices for nuisance properties, and property maintenance violation notices.				
21 Training & Education						-	-	-		$2,500 in City Manager's budget. ICC national conference, WV State Code Conference.				
22 Dues & Subscriptions	1,000					1,000	440	560	44%	ICC membership dues; WICA subscription				
23 Professional Services	50,000					50,000	13,175	36,825	26%	To cover expenses associated with inspections; compliance.				
26 Insurance & Bonds	6,000		575			6,575	6,565	10	100%	Worker's Comp, Prof Liability, Umbrella, Automobile, Commercial Property.		Increase due to rise in insurance costs.		
30 Contracted Services						-	-	-						
41 Departmental Supplies	2,000					2,000	385	1,615	19%	Building safety month supplies and code books.				
43 Auto Supplies						-	-	-		Under Maintenance budget				
45 Uniforms	2,000					2,000	500	1,500	25%	Jackets & shirts.				
TOTAL BUILDING INSPECTIONS	**174,500**	-	**575**	-	**4,400**	**179,475**	**74,400**	**105,075**	41%					
PLANNING & ZONING - 437														
03 Salaries	407,000				(5,900)	401,100	150,560	250,540	38%	Assistant City Manager/Director of Community Development, City Planner/Zoning/Subdiv Administrator, Permit Tech, and Planner salaries, 2.5% merit, and holiday supplements.				$4400 transferred to 436-01 Building Inspection Salaries. $1500 transferred to 425-01 Code Inforcement Salaries.
04 FICA	33,000					33,000	11,518	21,482	35%	FICA @ 7.65% of Salary				
05 Group Insurance	68,000					68,000	18,826	49,174	28%	Health Insurance, Life Insurance, Dental Insurance, Vision Insurance. (Includes 16% premium increase projected by PEIA.)				
06 Retirement	38,000					38,000	13,633	24,367	36%	PERS II Employer Contribution (9%)				
08 Overtime	1,500					1,500	-	1,500	0%					
09 OPEB	12,500		(12,000)			500	163	337	33%	RHBT Insurance		Transfer to Fringe Benefits.		
10 Fringe Benefits			12,000			12,000	2,998	9,002	25%	Deferred Compensation Employer Contribution 3%		Creation of new line item for 457b retirement due to auditing requirements.		
11 Telephone	250		750			1,000	444	556	44%	Director's department cell phone		Increase in cell phone charges.		
14 Travel	8,000					8,000	3,241	4,759	41%	James - American Planning Association Conference Alissa - WV Leadership Trainings (12 trainings) & Women Leaders in Code Wendy - MGO Conference				
18 Postage	1,000					1,000	-	1,000	0%	Certified Mailings; Legal notices, yard sign postings				
20 Advertising/Legal Publications	4,500					4,500	826	3,674	18%	Advertising of BZA and public hearings for P/C meetings; hearing placards				
21 Training & Education						-	-	-		$7,000 rolled into City Manager's budget. Alissa - WV Leadership conference registration amount $3,500; Leaders Code conference $550; Kim MGO Conference reg; $600; James AICP reg $500				
22 Dues & Subscriptions	3,000					3,000	106	2,894	4%	AICP Membership; Wendy ICC membership; Alissa Community Development Society membership; Women Leaders in Code membership, Adobe subscription for 2 people.				
23 Professional Services	5,000		20,000			25,000	4,493	20,507	18%	GIS Aerial imagery, Background Checks		Allowance for annexation costs.		
26 Insurance & Bonds	20,000					20,000	18,814	1,186	94%	Worker's Comp, Prof Liability, Umbrella, Automobile, Commercial Property.				
30 Contracted Services	44,000					44,000	9,642	34,358	22%	Kimley-Horn and Associates - Engineering and routine plan review; bond assessments;				
31 Contracted Services - Tree Board						-	-	-		To maintain Tree City USA Status, we must house this cost in the budget which is based on the population.				
38 Refunds	1,000					1,000	220	780	22%					
41 Departmental Supplies	4,000					4,000	1,022	2,978	26%	Public hearing signs, office supplies, promotional supplies				
53 Computer Software / Tech	10,000	3,000				13,000	4,953	8,047	38%	MyPermit Now Monthly Fees	Allowance for additional Rental Registration			
TOTAL PLANNING & ZONING	**660,750**	**3,000**	**20,750**	-	**(5,900)**	**678,600**	**241,460**	**437,140**	36%					
Total City Bldg Inspection, P&Z, and Enforcement Agency	**1,007,550**	**3,000**	**107,845**	-	-	**1,118,395**	**385,923**	**732,472**	35%					

ACCOUNT	FY 2026 APPROVED BUDGET	REVISION #1	REVISION #2	REVISION #3	REVISION #4	CURRENT BUDGET	FY 2026 YTD ACTUAL	FY 2026 BUDGET BALANCE	% OVER/UNDER BUDGET	NOTES AND EXPLANATIONS	REVISION #1 NOTES	REVISION #2 NOTES	REVISION #3 NOTES	REVISION #4 NOTES
ELECTIONS - 438														
20 Advertising/Legal Publications						-	-	-		Publish ballot multiple times				
23 Professional Services						-	-	-						
30 Contracted Services						-	-	-		Poll workers for early voting and day of election.				
41 Departmental Supplies						-	-	-		Purchase of ballots $1,500, Election Kits, Paper, Election Banner, Voter Stickers				
TOTAL ELECTIONS	-	-	-	-	-	-	-	-						
CITY HALL - 440														
3 Salaries	103,000					103,000	50,591	52,409	49%	Director of Operations Salary, 2.5% merit, and holiday supplement				
4 FICA Taxes	8,300					8,300	3,870	4,430	47%	FICA @ 7.65%				
5 Group Insurance	20,000					20,000	9,897	10,103	49%	Health Insurance, Life Insurance, Dental Insurance, Vision Insurance. (Includes 16% premium increase projected by PEIA.)				
6 Retirement	9,000					9,000	5,034	3,966	56%	9% Employer Contribution				
9 OPEB	4,000		(3,800)			200	52	148	26%	RHBT Insurance		Transfer to Fringe Benefits.		
10 Fringe Benefits			3,800			3,800	1,558	2,242	41%	Deferred Compensation Employer Contribution 3%		Creation of new line item for 457b retirement due		
11 Telephone	20,000					20,000	5,686	14,314	28%	WebEx Phone Services ($5,000), Internet Service ($3,600), Cell phone - Director ($400), Rouss Hall Elevator & Fire Alarm Phone Service ($4,000), CWH Fire Alarm Phone Service ($1,000).				
13 Utilities	40,000					40,000	20,201	19,799	51%	City Hall Oil and Electric, Rouss Hall Electric, CTUB Water/Sewer, CWH Electric				
14 Travel Expense	2,000					2,000	-	2,000	0%	WV Municipal League Election Training in Charleston, WV and another conference in Baltimore, MD				
15 Repair & Main. Bldg & Grounds	10,000					10,000	3,448	6,552	34%	Elevator Services and City Hall maintenance.				
18 Postage	4,000					4,000	1,310	2,690	33%	Pitney-Bowes Machine Postage; includes Treasurer's office mailings for B&O Tax Collection. Reflects increase in postage.				
19 Bldg & Equipment Rental	250,000					250,000	135,608	114,392	54%	CWH Loan ($16,667 per month), CTUB Rent ($2,550 per month), Postage Lease, City Copier Rental, Plat Printer				
20 Advertising/Legal Publications	4,000					4,000	418	3,582	10%	American Legal Publishing, Job postings, Weekly Event Calendar ($3,640), Board Vacancy Advertisements				
21 Training & Education						-	-	-		$2,000 transferred to City Manager's budget				
22 Dues & Subscriptions	3,500					3,500	3,343	157	96%	Jefferson County Chamber of Commerce ($275), SHRM Membership ($300), WVML Annual Dues ($2,400)				
23 Professional Services	25,000					25,000	14,029	10,971	56%	Millenium Group insurance broker services estimated $1,800 per month, Open enrollment, payroll integration.				
26 Insurance & Bonds	15,000					15,000	12,551	2,449	84%	Liability, Worker's Comp, Auto Insurance, Umbrella, Commercial				
30 Contracted Services	287,000					287,000	109,200	177,800	38%	Sustainable Strategies (Grant Consultant, Matt Ward) - $60,000 ($5,000 per month) Website Hosting Fee (Revize) - $3,900 per year for 5 years Pest Control Services - $1,000 Patton Commercial Cleaning Services for City Hall and Rouss Hall - $50,000 Payroll Processing Base Fees - $4,000 ADP Software Recurring Annual Fee - $20,000 Tek Advisors - $150,000 per year.				
32 Bank Charges	15,000	20,000				35,000	29,076	5,924	83%	Credit card merchant fees, eCheck Usage Fees, Fraud Detection Fees	Allowance for additional credit card merchant			
37 Other Fees/Taxes	1,500					1,500	940	560	63%	Late fees/Ambulance fees.				
41 Departmental Supplies	12,000					12,000	6,608	5,392	55%					
53 Computer Software / Tech	15,000		5,500			20,500	15,031	5,469	73%	City Sonic Wall Annual License - $1,700 Clearcaster Annual License - $1,700 Granicus Annual License - $9,500 - Agenda management, Online training, Audio/Visual software for livestreaming meetings VEEAM Annual Maintenance - $600.00 Zoom Fees - $1,500 per year		Allowance for timesheet management software.		
TOTAL CITY HALL	**848,300**	**20,000**	**5,500**	-	-	**873,800**	**428,451**	**445,349**	49%					
CONTRIBUTIONS/TRANSFERS - 444														
68 Contributions - Community Partnership Grants	100,000					100,000	-	100,000	0%	Citizens Fire Co. $10,000; Independent Fire Co. $10,000; Library $20,000; Jef. Co. Com. Ministries $10,000; and EPTA $50,000.				
68 Community Grants		50,000				50,000	-	50,000	0%		Allowance for community grants for non-profit organizations.			
68 Contributions - Revive Grant	270,000	20,000				290,000	25,000	265,000	9%	HUD Grant for Revive! Program. $250,000 with additional $20,000 support from City funds.	Grant funds brought forward from FY25 into FY26 that were allocated but not spent.			
68 Contributions - Façade Improvement Program	15,000	10,000		15,000		40,000	7,012	32,988	18%		Grant funds brought forward from FY25 into FY26 that were allocated but not spent.		Additional funds added to support growing community interest.	
68 Contributions - Homeless Solutions	25,000	(25,000)				-	-	-		County Homelessness position funding commitment	County Homelessness position has been dissolved.			
68 Contributions - Charles Town Now		70,000				70,000	30,000	40,000	43%		Contribution to support Washington Street redevelopment study.			
68 Contributions - Jefferson County Community Ministries				20,000		20,000	5,000	15,000	25%				Donation to support community emergency food acquisition & related needs resulting from the disruption of SNAP benefits.	
68 Contributions - Sidewalk Improvement Program	15,000	35,000		15,000		65,000	5,000	60,000	8%	SIP grant historically funded out of CIP, but expense was moved General Operating budget to reflect ongoing and not capital expenses. Reducing by $5k due to lack of public interest	Grant funds brought forward from FY25 into FY26 that were allocated but not spent.		Additional funds added to support growing need of maintaining safe sidewalks.	
TOTAL CONTRIBUTIONS/TRANSFERS	**425,000**	**160,000**	-	**50,000**	-	**635,000**	**72,012**	**562,988**	11%					
PARKING - 571														
03 Salaries	46,000					46,000	22,755	23,245	49%	Parking Enforcement Officer salary, contingency, 2.5% merit, holiday supplement, and clothing allowance				
04 FICA Tax Expense	3,700					3,700	1,769	1,931	48%	FICA @ 7.65%				
05 Group Insurance	750					750	303	447	40%	Health Insurance, Life Insurance, Dental Insurance, Vision Insurance. (Includes 16% premium increase projected by PEIA.)				
06 Retirement Expense	4,000					4,000	2,042	1,958	51%	9% Employer Retirement Contribution				
08 Overtime	1,000					1,000	369	631	37%	RHBT Insurance				
09 OPEB	1,500		(1,400)			100	-	100	0%	Deferred Compensation Employer Contribution 3%		Transfer to Fringe Benefits.		
10 Fringe Benefits			1,400			1,400	599	801	43%			Creation of new line item for 457b retirement due to auditing requirements.		
13 Utilities	1,400					1,400	-	1,400	0%	Electric Service				
16 Repair & Main - Equipment	1,000					1,000	-	1,000	0%	Parking meter repairs and maintenance				
18 Postage	500					500	-	500	0%					
19 Bldg & Equipment Rental	500					500	-	500	0%					
20 Advertising / Legal Publications	500					500	-	500	0%					
26 Insurance & Bonds	3,000		240			3,240	3,232	8	100%	Prof Liability, Umbrella, Automobile, Worker's Comp		Increase due to rise in insurance costs.		
30 Contracted Services	500					500	27	473	5%					
41 Departmental Supplies	5,000					5,000	452	4,548	9%	Office Supplies, Batteries, Handheld Printer Paper				
43 Auto Supplies (Gas/Oil)	500					500	-	500	0%					
45 Uniforms	500					500	202	298	40%	Jacket, Uniform Shirt, Patches, Badge, etc.				
53 Computer Software/Tech	4,000					4,000	-	4,000	0%	United Public Safety/T2 Annual Fees				
TOTAL PARKING	**74,350**	-	**240**	-	-	**74,590**	**31,749**	**42,841**	43%					

ACCOUNT	FY 2026 APPROVED BUDGET	REVISION #1	REVISION #2	REVISION #3	REVISION #4	CURRENT BUDGET	FY 2026 YTD ACTUAL	FY 2026 BUDGET BALANCE	% OVER/UNDER BUDGET	NOTES AND EXPLANATIONS	REVISION #1 NOTES	REVISION #2 NOTES	REVISION #3 NOTES	REVISION #4 NOTES
CONTINGENCIES - 699														
Other Contributions	308,000	42,000	(60,875)	(50,000)	(18,000)	221,125	-	221,125	0%	Placeholder for $50,000 for emergency snow costs. $250,000 for unexpected cost throughout the year. (SAO caps this amount at 10% of receipts.)	Increase to allow for payment of unexpected expenses.	Transfer $17,000 to Treasurer Group Insurance, $1000 to Court Clerk Refunds, $550 to Attorney Group Insurance, $20,000 to P&Z Professional Services, $750 to P&Z Telephone, $3300 to City Hall Computer Software, and $18,275 to Code Enforcement Vacant Structures Contracted Services.	Transfer of funds to Contributions: $20,000 to Jefferson County Community Ministries, $15,000 to Façade Improvement Program, and $15,000 to Sidewalk Improvement Program.	Transfer $3000 to 750-41 Maintenance Supplies. Transfer $18,000 to Maintenance R&M Auto.
TOTAL CONTINGENCIES	**308,000**	**42,000**	**(60,875)**	**(50,000)**	**(18,000)**	**221,125**	-	**221,125**	0%					
POLICE DEPARTMENT - 700														
03 Salaries	1,640,000					1,640,000	790,346	849,654	48%	Base Salaries plus contingency, 2.5% merit, longevity, shift differential, clothing allowance, holiday supplement. (5) Patrolman, (3) Patrolman First Class, (4) Corporals, (3) Sergeants, (2) Lieutenants, (1) Captain (Held by Chief), (1) Chief. (3) Administrative personnel.				
04 FICA	110,000					110,000	48,472	61,528	44%	FICA Tax at 7.65%				
05 Group Insurance	289,000					289,000	122,753	166,247	42%	Health Insurance, Life Insurance, Dental Insurance, Vision Insurance. (Includes 16% premium increase projected by PEIA.)				
06 Retirement	145,000					145,000	74,541	70,459	51%	Employer Retirement Contribution PERS I and II (9%) and MPFRS (8.5%)				
07 Police Pension	30,000		(12,750)			17,250	1,196	16,054	7%	Legacy CTPD Retirement System		Transfer of $10,650 to Insurance & Bonds and $200		
08 Overtime	160,000					160,000	110,779	49,221	69%	Shift coverage, late arrest/call out, special events, school events, court, etc.				
09 OPEB	60,000		(55,000)			5,000	1,071	3,929	21%	RHBT Insurance		Transfer to Fringe Benefits.		
10 Fringe Benefits			55,000			55,000	19,955	35,045	36%	Deferred Compensation Employer Contribution 3%		to auditing requirements.		
11 Telephone	48,500					48,500	19,012	29,488	39%	(4) department cell phones, MiFi/Craddle Points, for CAD in police vehicles, Internet, etc.				
13 Utilities	48,000					48,000	19,436	28,564	40%	Electric and Internet Service, increase in FY25.				
14 Travel	4,000					4,000	672	3,328	17%	Training, Conferences,etc.				
15 R&M Building & Grounds	2,500					2,500	-	2,500	0%	Lights, Paint, Air Filters, Electrical supplies, Batteries				
16 R&M Equipment	5,000					5,000	4,621	379	92%	Generator Service				
17 R&M Auto	50,000					50,000	21,329	28,671	43%	Air filters, Vehicle Repairs, State Inspections, Vehicle Maintenance (Brakes/Rotors, tire install/rotation, etc.				
18 Postage	1,300					1,300	679	621	52%	Stamps, USPS Certified Mail, UPS/Fedex, etc.				
19 Building & Equipment Rental	100,000					100,000	42,839	57,161	43%					
20 Advertising/Legal Publications	5,500					5,500	2,180	3,320	40%	New Hire Ads 3-6 ads in local paper				
21 Training & Education	20,000					20,000	1,494	18,506	7%	WVSP Academy, 16 hours in-service/8 supervisor hours.				
22 Dues & Subscriptions	2,000					2,000	590	1,410	30%	WVCOP Dues, IACP, SRO, Journal				
23 Professional Services	5,000					5,000	2,320	2,680	46%	Polygraph Exams, Psychological exam, Physical Exams, Diagnostic Imaging				
26 Insurance & Bonds	110,000		12,550			122,550	122,489	61	100%	Worker's Comp, Liability, Automobile, Liability Claims, Commercial Property Insurance		Increase due to rise in insurance costs.		
30 Contracted Services	48,000					48,000	17,430	30,570	36%	CALEA Annual Continuation Fee ($4,595), Background Checks, Court Translator, Cleaning Fees, HVAC Service 661 George St.				
37 Other Fees & Taxes	250		200			450	400	50	89%	661 George St. Ambulance Fees		Allowance for additional ambulance fees.		
41 Departmental Supplies	40,000		1,000			41,000	10,335	30,665	25%	Ammunition, Office Supplies, Cleaning Supplies, Water Delivery		Allowance for additional officer equipment. This		
43 Auto Supplies	65,000					65,000	36,868	28,132	57%	Gas, oil changes and tires for Police Vehicles				
45 Uniforms	30,000					30,000	16,634	13,366	55%	Class A, BDU, duty gear, insignia, ballistic vest, coats, etc.				
53 Computer Software/Tech	29,000		(2,200)			26,800	25,100	1,700	94%	CAD Motorola, Guardian Tracking, Police One Academy, Powerdms, VCS, Motorola Solutions (Watch Guard System), Revize (Website).		Transfer to City Hall Computer Software for police portion of VCS.		
TOTAL POLICE DEPARTMENT	**3,048,050**	-	**(1,200)**	-	-	**3,046,850**	**1,513,542**	**1,533,308**	50%					
POLICE-SPECIAL DUTY CROSSING GUARDS - 704														
03 Salaries	35,000					35,000	14,541	20,459	42%	Five (5) Part-Time Crossing Guards (Wright Denny and Charles Town Middle). Expenses reimbursed by BOE. No COLA. Holiday supplements.				
04 FICA Tax Expense	2,600					2,600	1,112	1,488	43%					
26 Insurance & Bonds	1,750		545			2,295	2,292	3	100%			Increase due to rise in insurance costs.		
41 Departmental Supplies	250		100			350	324	26	92%	Stop signs		Allowance for additional supplies.		
45 Uniforms	500		(100)			400	118	282	29%	Reflective jackets and vests		Transfer to Supplies.		
TOTAL POLICE -SPECIAL DUTY CROSSING GUARDS	**40,100**	-	**545**	-	-	**40,645**	**18,387**	**22,258**	45%					
Total Police and Crossing Guards	**3,088,150**	-	**(655)**	-	-	**3,087,495**	**1,531,929**	**1,555,566**	50%					
DOG WARDEN - 707														
Contributions	1,600					1,600	-	1,600	0%	City passes along the dog tag fees to the County				
TOTAL DOG WARDEN	**1,600**	-	-	-	-	**1,600**	-	**1,600**	0%					
MAINTENANCE - 750														
03 Salaries	330,000					330,000	146,051	183,949	44%	Director and (4) Maintenance Staff salaries, 2.5% merit, holiday supplements, clothing allowances and contingency for CDL, Playground Inspection, and ASE certifications.				
04 FICA Tax Expense	27,000					27,000	11,717	15,283	43%	FICA @ 7.65%				
05 Group Insurance	47,000					47,000	17,420	29,580	37%	Health Insurance, Life Insurance, Dental Insurance, Vision Insurance. (Includes 16% premium increase projected by PEIA.)				
06 Retirement	29,000					29,000	13,285	15,715	46%	9% Employer Contribution				
08 Overtime	20,000					20,000	7,118	12,882	36%					
09 OPEB	8,000		(7,500)			500	153	347	31%	RHBT Insurance		Transfer to Fringe Benefits.		
10 Fringe Benefits			7,500			7,500	2,813	4,687	38%	3% Deferred Compensation Employer Contribution		to auditing requirements.		
11 Telephone	3,000					3,000	1,049	1,951	35%	Field staff equipped with cell phones				
13 Utilities	15,000					15,000	2,017	12,983	13%	Maintenance building electric, water, sewer, and internet				
14 Travel Expense	1,500					1,500	-	1,500	0%	Maintain certifications; other skill enhancement training as required/proposed				
15 R&M Buildings and Grounds	55,000					55,000	33,929	21,071	62%	General maintenance of city buildings.				
16 R&M Equipment	15,000					15,000	11,022	3,978	73%	Regular maintenance of fleet equipment, primary expense is street sweeper repairs. We have a new leaf vacuum, so we don't have as much maintenance expense.				
17 R&M Auto	10,000				15,000	25,000	1,134	23,866	5%	Regular maintenance of department and City vehicles				Allowance for bucket truck repair.
19 R&M Bldg and Equip Rental	1,000					1,000	-	1,000	0%	Equipment rented as required to maintain various city buildings.				
20 Advertising	500					500	-	500	0%	Spring and Fall Cleanup. Additional city sponsored projects as required.				
21 Training & Education	2,500					2,500	-	2,500	0%	Maintain certifications; other skill enhancement training as required/proposed. CDL, Playground Inspection, ASE.				
22 Dues & Subscriptions	500					500	-	500	0%	Camera subscription and CDL License Fees				
23 Professional Services	500					500	165	335	33%	CDL physicals				
26 Insurance & Bonds	19,000					19,000	17,263	1,737	91%	Liability, Worker's Comp, Vehicle Insurance				
30 Contracted Services	60,000			1,268		61,268	27,877	33,391	45%	Trash Service, Box Rental Fees, Tree Services ($12,000), Snow Removal and Salt			Allowance for purchase of trees per donation to the Tree Board.	
41 Departmental Supplies	35,000				3,000	38,000	18,134	19,866	48%	General maintenance annual supplies. Christmas decorations, and light poles.				Allowance for purchase of jetter to clean stormwater areas.
43 Auto Supplies (Gas, Oil & Tires)	25,000					25,000	9,625	15,375	38%	Gas, oil changes and tires for maintenance and City vehicles.				
45 Uniforms	5,000					5,000	-	5,000	0%					
TOTAL MAINTENANCE	**709,500**	-	-	**1,268**	**18,000**	**728,768**	**320,773**	**407,995**	44%					

ACCOUNT	FY 2026 APPROVED BUDGET	REVISION #1	REVISION #2	REVISION #3	REVISION #4	CURRENT BUDGET	FY 2026 YTD ACTUAL	FY 2026 BUDGET BALANCE	% OVER/UNDER BUDGET	NOTES AND EXPLANATIONS	REVISION #1 NOTES	REVISION #2 NOTES	REVISION #3 NOTES	REVISION #4 NOTES
STREET LIGHTS - 751														
13 Utilities	130,000					130,000	60,218	69,782	46%	Street lights electric.				
TOTAL STREET LIGHTS	**130,000**	-	-	-	-	**130,000**	**60,218**	**69,782**	46%					
VISITOR'S CENTER - 901														
66 Contributions	100,000					100,000	38,092	61,908	38%	50% of Hotel/Motel Tax Revenue Contribution to Visitor's Center.				
TOTAL VISITOR'S CENTER	**100,000**	-	-	-	-	**100,000**	**38,092**	**61,908**	38%					
FAIRS/FESTIVALS - 903														
20 Advertising/Legal Publications	2,000					2,000	-	2,000	0%					
30 Contracted Services	36,000					36,000	4,897	31,103	14%	**WV Fest** Stage/Sound ($5,000), Musicians ($5,000), Athlete Appearances ($10,000), Signage ($2,000), Inflatables ($2,000), Portable toilets ($1,000), Hospitality/lodging and meals for talent ($2,000), Shuttle bus ($1,500), Game Entertainment Avenue ($2,000) **Car Show** Sound ($2,500), Announcer ($500), Model T Ford Car Club ($600), Porta Potts ($900), Gaming Trailer ($1,000)				
38 Refunds	100					100	-	100	0%					
41 Departmental Supplies	25,000					25,000	4,645	20,355	19%	**WV Fest** Water/cups ($1,500), Tents ($1,500), Trophies ($500), Chairs & Railing ($1,000), Contests ($300), Signage ($1,500) **Car Show** Trophies/Plaques ($4,700), Signage/Parking ($500), Water/Chips ($1,500) **General** Welcome bags for new residents ($1,000), Candy ($2,000), Contest prizes for Light the City and Xmas parade ($1,625), Christmas costumes, Signs ($500)				
52 Computer Software	1,300					1,300	-	1,300	0%	Light the City Map Software - App for Christmas lighting. Around Town Christmas contest. Annual Fee. Reimbursed 50% from Ranson, WV.				
68 Contributions	4,000					4,000	3,300	700	83%	Donations to the Boys & Girls Club, High School Choir, and Jefferson High School Air Force ROTC.				
TOTAL FAIRS/FESTIVALS	**68,400**	-	-	-	-	**68,400**	**12,842**	**55,558**	19%					
TRANSFERS - 960/698 SAO														
01 Transfers to Capital Reserve - Repaving	135,000					135,000	76,509	58,491	57%	Monthly Street Fee Remittance from CTUB is xfrd to Capital Reserve for future street repaving expenditures				
02 Transfers to Capital Reserve - One Time Funding		427,386				427,386	427,386	-	100%		Transfer to Capital Fund to support capital			
03 Transfers Out - Parks & Rec	120,000					120,000	58,092	61,908	48%	50% Hotel/Motel tax revenue. Pool/Tennis Revenue funds the Parks & Rec budget. Reference Parks & Rec FY 2025 budget for further details.				
04 Transfers to Residual Fund		200,000				200,000	200,000	-	100%		Transfer to Residual Fund to build up Rainy			
11 Transfers to Capital Reserve - Table Games	810,000					810,000	513,654	296,346	63%	FY 2025 budget transfer includes lottery money (gaming and video); FY2025 proposed is the gaming/lottery estimated amounts transferred to Capital Reserve.				
20 Transfers to Sales Tax		50,000				50,000	50,000	-	100%		Reimbursement to Sales Tax from FY25			
TOTAL TRANSFERS	**1,065,000**	**677,386**	-	-	-	**1,742,386**	**1,325,641**	**416,745**	76%					
TOTAL EXPENSES	**9,274,625**	**1,056,186**	**68,880**	**1,268**	-	**10,400,959**	**4,982,833**	**5,418,126**	**48%**					
REVENUES OVER EXPENSES	-	-	-	-	-	-	**1,282,864**							

City Council
101 East Washington Street
Charles Town, WV 25414

Meeting: 02/02/26
Department: City Council
Category: Information Only
Initiator:

SCHEDULED

AGENDA ITEM (ID #)

2026-1105: A Resolution Supporting the HEMP Industry and HEMP Related Business in the City of Charles Town - signed

ATTACHMENTS:

- 2026-002 - A Resolution Supporting the Hemp Industry and Hemp Related Business in the City of Charles Town.pdf

City of Charles Town
101 East Washington Street, P.O. Box 14, Charles Town, WV 25414
Phone: (304) 725-2311 ♦ Web: www.charlestownwv.us

A RESOLUTION SUPPORTING THE HEMP INDUSTRY AND HEMP RELATED BUSINESS IN THE CITY OF CHARLES TOWN

WHEREAS, the hemp industry is a lawful agricultural and commercial sector under federal law pursuant to the Agriculture Improvement Act of 2018; and

WHEREAS, West Virginia's Industrial Hemp Development Act permits industrial hemp as an agriculture crop and requires that those who possess, process, or sell industrial hemp obtain a license from the West Virginia Department of Agriculture; and

WHEREAS, the West Virginia Department of Agriculture has a regulatory framework designed to ensure compliance, product safety, traceability, and consumer protection while supporting lawful business operations within the state's hemp industry; and

WHEREAS, industrial hemp and hemp derived products contribute to a wide range of economic activities, including agriculture, manufacturing, retail, research, and innovation; and

WHEREAS, the hemp industry provides opportunities for local job creation, small business development, redevelopment of vacant buildings, and increased tax revenues; and

WHEREAS, the City of Charles Town recognizes the importance of supporting emerging and responsible businesses that align with economic development goals while maintaining public health, safety, and community standards;

NOW, THEREFORE LET IT BE RESOLVED by the City Council of Charles Town, West Virginia, that:

1. West Virginia, recognizing the legal framework established under the West Virginia Code and West Virginia Department of Agriculture licensure and regulatory programs.
2. The City of Charles Town supports the current regulatory framework of the West Virginia Department of Agriculture.
3. The City of Charles Town supports South Mountain Microfarm LLC DBA Sustain Bioceuticals, a registered and licensed hemp business in the City of Charles Town. Sustain is the first licensed nano-brewery in the State of West Virginia.
4. The City of Charles Town acknowledges the economic impact of Sustain Bioceuticals, which includes not only tax revenue but rehabilitation of an underutilized building.

5. The City of Charles Town rejects any changes to hemp regulation in West Virginia that would restrict Sustain Bioceutical's ability to operate as a nano-brewery or restrict the ability to manufacture and distribute their Independent Craft Beverages.
6. The City of Charles Town acknowledges that the experience with Sustain Bioceuticals as a business in Charles Town has been positive and the City considers this business and its owners to be a productive community partner.

Adopted this 20th day of January 2026.

Attest:

Michael George
Mayor

Brent Manuel
City Clerk