CITY COUNCIL REGULAR MEETING

~ AGENDA ~

REGULAR MEETING

312 South Mildred St
Ranson, WV 25438
www.ransonwv.gov

July 16, 2024 | 7:00 P.M. | Council Chamber

MEETING REGISTRATION:

https://ransonwv.gov/yourgovernment/agendas-and-minutes/

PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE

I. CALL TO ORDER

II. APPROVAL OF MINUTES

1. July 2, 2024 Minutes
   City Council Regular Meeting 07022024.docx

III. CITIZEN'S PRESENTATIONS/PETITIONS

IV. CITY MANAGER/STAFF REPORTS

1. Police Chief Status Report- June
2. Public Works Status Report- June
   July Status Report 24 Public Works.pdf
3. Community Development Status Report - June
   June 2024 CDD Report.docx
   June 2024 Permits Issued.pdf
4. Finance Department Status Report - June
   June 2024 AP Council Report.pdf
   June 2024 General Fund Budget Report.pdf
   June 2024 Capital Fund Budget Report.pdf
   Cash Balance 6-30-2024.pdf
5. Ranson Convention and Visitor Bureau Status Report- June
   DIRECTOR'S REPORT.docx
6. City Manager Report

V. COMMUNICATIONS FROM THE MAYOR

VI. COUNCIL/COMMITTEE ANNOUNCEMENTS

VII. COUNCIL BUSINESS

1. Public Hearing- Jefferson Orchard Inc.'s Petition to Rezone a 194.98 +/- Acre Parcel Located Near Granny Smith Lane, Ranson, WV, Identified on Jefferson County, WV Tax Map Number 12, Parcel 1, from SmartCode, New Community to Industrial Zoning
   Legal Notice for Rezoning Jefferson Orchards 7022024.docx

2. Ordinance 2024-359: Second Reading for Consideration of Jefferson Orchard Inc.'s Petition to Rezone a 194.98 +/- Acre Parcel Located Near Granny Smith Lane, Ranson, WV, Identified on Jefferson County, WV Tax Map Number 12, Parcel 1, from SmartCode, New Community to Industrial Zoning
   Jefferson Orchards Rezoning CC Ordinance 2nd Reading.docx
   Jeff_Orchards_Rezoning_Recommendation___Planning__.pdf
   Jefferson_Orchard_App-_Zoning_Map.pdf
   Jefferson_Orchard_Rezoning_App.pdf

3. First Reading for 2024-360 An Ordinance Amending and Reenacting Chapter 20, Article II of The Ranson City Code Regarding the Board of Park and Recreation Commissioners
   Ordinance 2024-360.pdf

4. Resolution 2024-13: FY2025 General Budget Revision #1
   General Fund Budget Revision Worksheet FY25 7-16-2024.pdf
   FY 25 General Funds 1 Resolution 2024-13.docx
   General Fund Budget Revision FY25 7-16-2024 PRELIMINARY.pdf

5. Resolution 2024-14: FY 2025 Coal Severance Tax Fund Budget Revision #1
   Coal Severance Budget Revision FY25 7-16-2024.pdf
   FY25 CS#1 Budget Revision Worksheet 7-16-2024.pdf
   FY 25 Coal Severance Funds 1 Resolution 2024-14.docx

VIII. ADJOURNMENT

IX. INFORMATION ONLY

1. Ranson Trash Service August 1, 2024 - July 30, 2028
   FY24 Trash Collection RFP 2024.pdf
   Apple Valley Signed Contract.pdf
   Panhandle Dumpsters LLC.pdf

AGENDA ITEM II.1

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: APPROVAL OF MINUTES

AGENDA SECTION: **APPROVAL OF MINUTES**

SUBJECT:

ATTACHMENTS:

City Council Regular Meeting 07022024.docx

CITY COUNCIL REGULAR MEETING

~ AGENDA ~

REGULAR MEETING

312 South Mildred St
Ranson, WV 25438
www.ransonwv.gov

July 2, 2024 | 7:00 P.M. | Council Chamber

I. CALL TO ORDER

Mayor, Keith D. Pierson	Present
Ken Suits	Present
Andy Colandrea	Absent
Mike Anderson	Absent
Tommy Custer	Present
Amanda Stroud	Present
Herbie McDaniel	Present
Robbie Roberts	Present
Todd Wilt	Present
Darla Armstrong	Present

II. APPROVAL OF MINUTES

5- YES
1- Absent
1- Abstain

Mayor, Keith D. Pierson	Abstain
Ken Suits	YES
Andy Colandrea	YES
Mike Anderson	Absent
Tommy Custer	YES
Amanda Stroud	YES
Herbie McDaniel	YES

III. CITIZEN'S PRESENTATIONS/PETITIONS

Officer Matthew Custer was invited by the Mayor and Council to share his experience for the 10-week training with the FBI National Academy. Mr. Custer received the yellow Brick after his completion. The 10-week program included Academic and Physical and Wellness education class. Mr. Custer Thanked Chief Roberts for the opportunity and for believing in him.

IV. CITY MANAGER/STAFF REPORTS

1. Police Chief Status Report- May
   No Action Needed

2. City Manager Report

City Manager Todd Wilt reports some staffing changes, for the Parks and Recreation and Finance. Travis Turner has been hired Full time in the Finance department as an Accounting Clerk. Mr. Wilt reported to the Council, our insurance increased $16,000.00 this year. Ranson CVB is transiting to Jefferson County Convention & Visitors Bureau as of yesterday July 1, 2024. Jefferson County CVB has updated their website, adding the hotels, letterhead, including Ranson, also developing a survey, will have a press release. Annette Gavin will be coming to a Ranson Council meeting.

V. COMMUNICATIONS FROM THE MAYOR

Mayor Pierson reported Ranson, and the Jefferson County Council on Aging Center has signed a Memorandum of Understanding (MOU) for property located at 100 Block, W. 5th Avenue, for 5 years. Property will be used for a garden or gardening activities. Jefferson County Council on Aging Center will maintain the property including landscaping, mowing and general cleanliness.

COUNCIL/COMMITTEE ANNOUNCEMENTS

VI. COUNCIL BUSINESS

1. City Council Meeting Schedule for August 2024
   Rasnson City Council meeting for the month of August will be held on the 1st and 3rd Monday August 5, 2024 and August 19, 2024 at 7:00 PM.

2. Consideration of Redesigning the official City of Ranson Flag
   Discussion of the Ranson Flag was discussed in the May Ranson City council meeting and was asked to have a flag in the new design to bring to Ranson City Council.
   Vote- 4-0
   Absent -2
   Abstain -1

Mayor, Keith D. Pierson	Abstain
Ken Suits	Motion
Andy Colandrea	Absent
Mike Anderson	Absent
Herbie McDaniel	Yes
Amanda Stroud	Second
Tommy Custer	Yes

3. Due Diligence Report - Real Property at 3rd Avenue and Fairfax Boulevard - Possible Executive Session
   City Manager Todd Wilt gave a report that was received from Kimley - Horn regarding the property at 3rd avenue and Fairfax Boulevard. There are some concerns about the size of the property for a Police station. There was no Executive Session.

VII. ADJOURNMENT

Adjournment at 8:40 P.M. Motion was made by Ken Suits 2nd by Herbie McDaniel. Next Ranson Council meeting will be held July 16, 2024 at 7:00 PM Ranson Council Chamber 312 South Midred Street, Ranson WV 25438.

INFORAMTION ONLY

Thank you Letters to Mayor and Council

Mayor and Council received Thank you letter from Citizen Fire Company, Fraternal Order of Police, and Birthright thanking them all for the Mini Grant they were granted.

WV Ethics News

WV Ethics Newsletter for the month of July was given to all members.

AGENDA ITEM IV.1

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong, Police

ITEM TYPE: NEW BUSINESS

AGENDA SECTION: **CITY MANAGER/STAFF REPORTS**

SUBJECT:

Police Chief has provided June Status Report for the Ranson Police Department.

ATTACHMENTS:

AGENDA ITEM IV.2

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: NEW BUSINESS

AGENDA SECTION: **CITY MANAGER/STAFF REPORTS**

SUBJECT:

Staff has provided June Status Report for Public Works

ATTACHMENTS:

July Status Report 24 Public Works.pdf

Department of Public Works

Status Report 06/13/24 – 07/01/24

PUBLIC WORKS MISSION STATEMENT

The City of Ranson Public Works Department will meet the needs of our community by professionally managing the public infrastructure and ensuring a safe, clean and healthy environment.

- Conducting our business openly, honestly and ethically.
- Behaving professionally at all times.
- Valuing the relationship with our customers.
- Enhancing the sense of Community with neighboring communities.
- Communicating and cooperating to achieve the goals of the Department and the City.
- Providing our services equally to all our customers, both internally and externally.
- Using the fewest resources possible while still accomplishing our goals.
- Being stewards for responsible development.
- Striving to surpass expectations of the community.

Work Order Summary List

Selected Date Range for Request Dates:6/13/2024 - 7/11/2024 Order By Status, Location

WOID	Location	Bldg./Unit	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
Priority	Assigned To	Area Description	Reason	WO Age	Actual Completion Date		
Craft		Area Number	Deferred Until	Created Date/Time	Last Status Change Date		
Description			Action Taken				
Requester Name							
Status:	**Complete**						
5371	CH VEHICLE	#19 2007 Jeep		6/13/2024			$0.00
Medium	Robert Hawkins				6/13/2024		
				6/13/2024 10:42:54 AM	6/13/2024		
State inspection is due			State inspection complete				
Robert Hawkins							
5373	PD VEHICLE	PD UNIT #15 2015		6/17/2024			$350.26
Medium	Robert Hawkins			7	6/24/2024		
				6/17/2024 6:40:47 AM	6/24/2024		
Check brakes as officer claims an issue with them. This can wait until Robert is off vacation			Rust buildup on rotors. Replaced all four wheel brakes and rotors				
Robbie Roberts							
5378	CH VEHICLE			6/24/2024			$0.00
Medium	Robert Hawkins			1	6/25/2024		
Equipment Maintenance				6/24/2024 10:16:51 AM	6/25/2024		
rear tire leaking on #21 - Pat's vehicle			TWO TIRES HAD SCREWS IN THEM. PLUG TWO TIRES. WILL GET FOUR REPLACEMENT TIRES				
kim Hawkins							
5381	CH VEHICLE	#21 2020 Ford Escape		6/25/2024			$0.00
Medium	Robert Hawkins				6/25/2024		
				6/25/2024 10:34:03 AM	6/25/2024		
Needs oil change			SERVICE COMPLETE AT 25,778. NEXT SERVICE AT 30,778				
Robert Hawkins							
5382	PD VEHICLE	PD UNIT #10 2017		6/26/2024			$0.00
High	Robert Hawkins			1	6/27/2024		
				6/26/2024 8:41:52 AM	6/27/2024		
Oil Change overdue			Service complete at 108,958. Next service at 113,958. State inspection complete				
Robbie Roberts							
5383	PW VEHICLE	# 14 Ford F250 super		6/26/2024			$0.00
Medium	Robert Hawkins				6/26/2024		
				6/26/2024 12:45:13 PM	6/26/2024		
OIL CHANGE			OIL CHANGE COMPLETED AT 41,980. NEXT SERVICE AT 46,980				
Robert Hawkins							
5389	PW VEHICLE			6/28/2024			$0.00
Medium	Robert Hawkins				6/28/2024		
				6/28/2024 10:39:20 AM	6/28/2024		
P.W # 8 FORD F-150 NEEDS OIL CHANGE			SERVICE COMPLETE AT 10,143. NEXT SERVICE AT 15,143				
Robert Hawkins							
5392	PR Vehicle	Truck #23 Ford F150		7/2/2024			$0.00
Medium	Robert Hawkins			-4	6/28/2024		
				7/2/2024 9:30:15 AM	6/28/2024		
NEEDS OIL CHANGE			SERVICE COMPLETE AT 17,816 NEXT SERVICE AT 22,816 STATE INSPECTION COMPLETE				
Robert Hawkins							

Work Order Summary List

Selected Date Range for Request Dates:6/13/2024 - 7/11/2024 Order By Status, Location

WOID	Location	Bldg./Unit	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
Priority	Assigned To	Area Description	Reason	WO Age	Actual Completion Date		
Craft		Area Number	Deferred Until	Created Date/Time	Last Status Change Date		
Description			Action Taken				
Requester Name							
5394	PW VEHICLE	2017 Ford F450 Dump		7/3/2024			$0.00
Medium	Robert Hawkins				7/3/2024		
				7/3/2024 10:30:31 AM	7/3/2024		
STATE INSPECTION			STATE INSPECTION COMPLETE				
Robert Hawkins							
5397	Park - Marcus Football	Building - Facilities		7/9/2024		2	$264.00
Medium	Tim Costello				7/9/2024		
Electrical				7/9/2024 1:47:10 PM	7/9/2024		
Need to replace fans in down stairs bathrooms			Replaced fan in bathrooms				
Tim Costello							
Count: 10 Work Orders		**Avg. Age of WO's 1**			**Total for Complete**	**2**	**$614.26**
Status:	**Pending**						
5370	Park - Briar Run			6/13/2024	6/16/2024		$0.00
Medium	tony dix			29			
Parks				6/13/2024 12:28:33 AM	6/13/2024		
Daily - PM Schedule created on 6/26/2023 - Refer to PM schedule details.							
Tim Costello							
5372	Streets			6/14/2024	6/18/2024		$0.00
Medium	tony dix			28			
Trash Removal				6/14/2024 12:27:41 AM	6/14/2024		
Weekly - PM Schedule created on 6/26/2023 - Refer to PM schedule details.							
Tim Costello							
5374	Park - Briar Run			6/18/2024	6/21/2024		$0.00
Medium	tony dix			24			
Parks				6/18/2024 12:39:00 AM	6/18/2024		
Daily - PM Schedule created on 6/26/2023 - Refer to PM schedule details.							
Tim Costello							
5375	City Hall			6/21/2024	6/24/2024		$0.00
Medium	Robert Hawkins			21			
Fire Extinguishers				6/21/2024 12:25:09 AM	6/21/2024		
Monthly - Fire Extinguisher Inspection-City Hall - Refer to PM schedule details.							
Tim Costello							
5376	Visitors Center - Nancy			6/21/2024	6/24/2024		$0.00
Medium	Robert Hawkins			21			
Fire Extinguishers				6/21/2024 12:25:10 AM	6/21/2024		
Monthly - Fire Extinguishers Inspection - Refer to PM schedule details.							
Tim Costello							

Work Order Summary List

Selected Date Range for Request Dates:6/13/2024 - 7/11/2024 Order By Status, Location

WOID	Location	Bldg./Unit	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
Priority	Assigned To	Area Description	Reason	WO Age	Actual Completion Date		
Craft		Area Number	Deferred Until	Created Date/Time	Last Status Change Date		
Description			Action Taken				
Requester Name							
5377	Park - Briar Run			6/23/2024	6/26/2024		$0.00
Medium	tony dix			19			
Parks				6/23/2024 12:37:46 AM	6/23/2024		
Daily - PM Schedule created on 6/26/2023 - Refer to PM schedule details.							
Tim Costello							
5379	Streets			6/25/2024	6/28/2024		$0.00
Medium	Randy Cook			17			
Grounds				6/25/2024 12:38:07 AM	6/25/2024		
Weekly - PM Schedule created on 6/14/2023 - Refer to PM schedule details.							
Tim Costello							
5380	Streets			6/25/2024	6/29/2024		$0.00
Medium	tony dix			17			
Trash Removal				6/25/2024 12:38:07 AM	6/25/2024		
Weekly - PM Schedule created on 6/26/2023 - Refer to PM schedule details.							
Tim Costello							
5385	Streets			6/28/2024	7/1/2024		$0.00
Medium	Randy Cook			14			
Grounds				6/28/2024 12:32:46 AM	6/28/2024		
Weekly - PM Schedule created on 6/14/2023 - Refer to PM schedule details.							
Tim Costello							
5386	Streets			6/28/2024	7/1/2024		$0.00
Medium				14			
Grounds				6/28/2024 12:32:46 AM	6/28/2024		
Monthly - PM Schedule created on 6/14/2023 - Refer to PM schedule details.							
Tim Costello							
5387	Streets			6/28/2024	7/2/2024		$0.00
Medium	tony dix			14			
Trash Removal				6/28/2024 12:32:46 AM	6/28/2024		
Weekly - PM Schedule created on 6/26/2023 - Refer to PM schedule details.							
Tim Costello							
5388	Park - Briar Run			6/28/2024	7/1/2024		$0.00
Medium	tony dix			14			
Parks				6/28/2024 12:32:47 AM	6/28/2024		
Daily - PM Schedule created on 6/26/2023 - Refer to PM schedule details.							
Tim Costello							

Work Order Summary List

Selected Date Range for Request Dates:6/13/2024 - 7/11/2024 Order By Status, Location

WOID	Location	Bldg./Unit	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
Priority	Assigned To	Area Description	Reason	WO Age	Actual Completion Date		
Craft		Area Number	Deferred Until	Created Date/Time	Last Status Change Date		
Description			Action Taken				
Requester Name							
5390	Streets			6/30/2024	7/3/2024		$0.00
Medium	Randy Cook			12			
Grounds				6/30/2024 12:45:25 AM	6/30/2024		
Weekly - PM Schedule created on 6/14/2023 - Refer to PM schedule details.							
Tim Costello							
5393	Park - Briar Run			7/3/2024	7/6/2024		$0.00
Medium	tony dix			9			
Parks				7/3/2024 12:31:30 AM	7/3/2024		
Daily - PM Schedule created on 6/26/2023 - Refer to PM schedule details.							
Tim Costello							
5395	Park - Briar Run			7/8/2024	7/11/2024		$0.00
Medium	tony dix			4			
Parks				7/8/2024 12:57:27 AM	7/8/2024		
Daily - PM Schedule created on 6/26/2023 - Refer to PM schedule details.							
Tim Costello							
5396	Streets			7/9/2024	7/13/2024		$0.00
Medium	tony dix			3			
Trash Removal				7/9/2024 12:38:09 AM	7/9/2024		
Weekly - PM Schedule created on 6/26/2023 - Refer to PM schedule details.							
Tim Costello							
Count: 16 Work Orders		**Avg. Age of WO's**	**16**		**Total for Pending**	**0**	**$0.00**
Status:	**Work In Progress**						
5384	Civic Center	PARK EQIPMENT		6/27/2024			$0.00
Medium	Robert Hawkins			15			
General Maintenance				6/27/2024 1:49:37 PM	7/9/2024		
Oil change for truck							
Ron Watkins							
5391	Civic Center	RESTROOM MEN		7/1/2024			$0.00
Medium	Chris Silveous			11			
Restrooms				7/1/2024 12:25:42 PM	7/9/2024		
Sinks are pulling aw ay from w all again							
Ron Watkins							
Count: 2 Work Orders		**Avg. Age of WO's**	**13**		**Total for Work In Progress**	**0**	**$0.00**
Count: 28 Work Orders		**Avg. Age of WO's**	10		**Grand Total**	2	$614.26

AGENDA ITEM IV.3

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: NEW BUSINESS

AGENDA SECTION: **CITY MANAGER/STAFF REPORTS**

SUBJECT:

ATTACHMENTS:

June 2024 CDD Report.docx
June 2024 Permits Issued.pdf

City of Ranson

Community Development Department

312 South Mildred Street
Ranson, West Virginia 25438-1621
Phone (304) 724-5452
Email: permits@ransonwv.us

TO: Ranson City Council

FROM: Reiley Stanley, Community Development Director

RE: Community Development Department Report – June 2024

Permitting:

- Staff received 90 permit applications,
  - 81 – regular permit applications (new home, roof, sign, etc.)
  - 8 – rental registration applications
  - 1 – seasonal site surety permit
- Staff issued 84 permits with the reported valuation of work totaling $23,189,508.55. Of those 84 permits, 45 were for new homes.

Code Enforcement:

- Staff started 6 new code cases for property maintenance, work without a permit, tall grass, and lack of rental registration.

Inspections:

- Staff performed 699 permit inspections.
  - Patrick Coulter performed 553 inspections.
  - Matt Anderson (contracted) performed 89 inspections
  - Reiley Stanley performed 49 site-inspections.
  - The last 8 inspections were rental self-certifications that Kim Hawkins processed.
- Patrick Coulter also performed 6 code enforcement inspections.

Planning & Zoning:

- There are currently 33 planning projects that are either in review, ready for Planning Commission approval, or being finalized and closed out.
- Planning Commission for July was cancelled, the August agenda will feature the following:
  - Red Clover Phase 2 & 3 final plat, bonds, and development agreements
  - Valley Health
  - Huntwell Phase 1A & 1B bond reductions

Permits Issued By Permit Type

Between 6/1/2024 & 6/30/2024

Permit Type	Permit Number	Parcel Number	Work Class	Issued Date	Status	Contract Value	Address
Accessory Structure, Carport, Deck, Porch, or Garage	24-341	08008D008E0000	No Class Listed	6/14/2024	Issued	$7,500.00	114 OVERBROOK RD, RANSON, WV 25438
	24-430	08000600990000	No Class Listed	6/5/2024	Issued	$400.00	205 W 5TH AVE, RANSON, WV 25438
	24-457	08008C0165000	No Class Listed	6/6/2024	Closed	$4,500.00	1239 MARE ST, RANSON, WV 25438
	24-459	08000600100000	No Class Listed	6/3/2024	Issued	$1,500.00	406 W 4TH AVE, RANSON, WV 25438
	24-532	08008D001J000	No Class Listed	6/12/2024	Issued	$5,000.00	263 MOUNTAIN LAUREL BLVD, RANSON, WV 25438
	24-537	08000800010000	No Class Listed	6/26/2024	Issued	$4,000.00	218 COOLIDGE AVE, RANSON, WV 25438
	24-538	08000800010000	No Class Listed	6/28/2024	Issued	$3,500.00	214 COOLIDGE AVE, RANSON, WV 25438
	24-539	08000800010000	No Class Listed	6/28/2024	Issued	$3,500.00	210 COOLIDGE AVE, RANSON, WV 25438
	24-541	08000800010000	No Class Listed	6/28/2024	Issued	$3,500.00	206 COOLIDGE AVE, RANSON, WV 25438
	24-543	08000800010000	No Class Listed	6/28/2024	Issued	$4,000.00	198 COOLIDGE AVE, RANSON, WV 25438
	24-544	08000800010000	No Class Listed	6/28/2024	Issued	$3,500.00	202 COOLIDGE AVE, RANSON, WV 25438
	24-546	08000502330000	No Class Listed	6/21/2024	Issued	$1,366.16	152 RANSON ESTATES CIR, RANSON, WV 25438
	24-546	08000502330000	No Class Listed	6/21/2024	Issued	$1,366.16	154 RANSON ESTATES CIR, RANSON, WV 25438
						$43,632.32	**Total Permit Type: 13**
Commercial & Industrial	24-428	08001100250000	No Class Listed	6/4/2024	Issued	$25,000.00	8837 CHARLES TOWN RD, CHARLES TOWN, WV 25414
						$25,000.00	**Total Permit Type: 1**
Demolition	24-507	08000401410004	No Class Listed	6/7/2024	Issued	$0.00	201 N PRESTON ST, RANSON, WV 25438
						$0.00	**Total Permit Type: 1**
Fence	24-495	08009B0072000	No Class Listed	6/6/2024	Issued	$6,000.00	264 ELLERY ST, RANSON, WV 25438
	24-496	08008D001K0000	No Class Listed	6/6/2024	Issued	$7,300.00	106 SWAN FIELD AVE, RANSON, WV 25438
	24-524	08000201150000	No Class Listed	6/24/2024	Closed	$5,700.00	211 E 10TH AVE, RANSON, WV 25438
	24-535	08008D0028000	No Class Listed	6/13/2024	Issued	$2,300.00	93 RIPARIAN LN, RANSON, WV 25438
	24-542	08000300790000	No Class Listed	6/25/2024	Issued	$3,600.00	500 N MARSHALL ST, RANSON, WV 25438
	24-562	08008A0338000	No Class Listed	6/26/2024	Issued	$3,200.00	54 CECILY WAY, RANSON, WV 25438
	24-563	08000300160001	No Class Listed	6/26/2024	Issued	$6,500.00	305 E 11TH AVE, RANSON, WV 25438
	24-564	08007A0016000	No Class Listed	6/26/2024	Issued	$7,188.00	127 E 2ND AVE, RANSON, WV 25438
	24-568	08008C0046000	No Class Listed	6/27/2024	Issued	$7,509.00	1348 STALLION ST, RANSON, WV 25438
	24-575	08008D001I000	No Class Listed	6/28/2024	Issued	$7,400.00	254 MINERAL SPRINGS RD, RANSON, WV 25438
						$56,697.00	**Total Permit Type: 10**
New Construction - Residential	24-429	08009B0053000	No Class Listed	6/6/2024	Issued	$315,000.00	151 HOPKINS ST, RANSON, WV 25438
	24-437	08008D001L000	No Class Listed	6/6/2024	Issued	$300,000.00	354 SANDY BOTTOM CIR, RANSON, WV 25438
	24-438	08008D0089000	No Class Listed	6/6/2024	Issued	$300,000.00	363 WATERCOURSE DR, RANSON, WV 25438
	24-441	08000800010000	No Class Listed	6/18/2024	Issued	$159,000.00	19 EISENHOWER AVE, RANSON, WV 25438
	24-442	08008D0089000	No Class Listed	6/6/2024	Issued	$300,000.00	375 WATERCOURSE DR, RANSON, WV 25438
	24-443	08000800010000	No Class Listed	6/17/2024	Issued	$159,000.00	28 EISENHOWER AVE, RANSON, WV 25438
	24-472	08008D0082000	No Class Listed	6/11/2024	Issued	$300,000.00	347 WATERCOURSE DR, RANSON, WV 25438
	24-473	08008D0082000	No Class Listed	6/11/2024	Issued	$300,000.00	329 WATERCOURSE DR, RANSON, WV 25438
	24-474	08008D0076000	No Class Listed	6/11/2024	Issued	$300,000.00	315 WATERCOURSE DR, RANSON, WV 25438
	24-476	08008D0076000	No Class Listed	6/11/2024	Issued	$300,000.00	301 WATERCOURSE DR, RANSON, WV 25438

	24-477	08000800010000	No Class Listed	6/26/2024	Issued	$159,000.00	82 EISENHOWER AVE, RANSON, WV 25438
	24-478	08000800010000	No Class Listed	6/17/2024	Issued	$159,000.00	34 EISENHOWER AVE, RANSON, WV 25438
	24-479	08000800010000	No Class Listed	6/18/2024	Issued	$159,000.00	46 EISENHOWER AVE, RANSON, WV 25438
	24-480	08000800010000	No Class Listed	6/17/2024	Issued	$159,000.00	54 EISENHOWER AVE, RANSON, WV 25438
	24-482	08000800010000	No Class Listed	6/17/2024	Issued	$159,000.00	68 EISENHOWER AVE, RANSON, WV 25438
	24-486	08000800090000	No Class Listed	6/11/2024	Issued	$300,000.00	1329 FOAL ST, RANSON, WV 25438
	24-487	08000800090000	No Class Listed	6/11/2024	Issued	$300,000.00	1325 FOAL ST, RANSON, WV 25438
	24-488	08000800090000	No Class Listed	6/11/2024	Issued	$300,000.00	1321 FOAL ST, RANSON, WV 25438
	24-489	08000800090000	No Class Listed	6/11/2024	Issued	$300,000.00	1315 FOAL ST, RANSON, WV 25438
	24-490	08000800090000	No Class Listed	6/11/2024	Issued	$300,000.00	1307 FOAL ST, RANSON, WV 25438
	24-492	08000800090000	No Class Listed	6/11/2024	Issued	$300,000.00	1311 FOAL ST, RANSON, WV 25438
	24-493	08009B01080000	No Class Listed	6/18/2024	Issued	$389,000.00	148 HUNTWELL WEST AVE, RANSON, WV 25438
	24-494	08009B00340000	No Class Listed	6/18/2024	Issued	$356,000.00	102 JOUETT ST, RANSON, WV 25438
	24-499	08000800090000	No Class Listed	6/18/2024	Issued	$200,000.00	1336 CEDAR VALLEY RD, RANSON, WV 25438
	24-500	08000800090000	No Class Listed	6/18/2024	Issued	$200,000.00	1334 CEDAR VALLEY RD, RANSON, WV 25438
	24-501	08000800090000	No Class Listed	6/18/2024	Issued	$200,000.00	1332 CEDAR VALLEY RD, RANSON, WV 25438
	24-502	08000800090000	No Class Listed	6/18/2024	Issued	$200,000.00	1330 CEDAR VALLEY RD, RANSON, WV 25438
	24-503	08000800090000	No Class Listed	6/18/2024	Issued	$200,000.00	1328 CEDAR VALLEY RD, RANSON, WV 25438
	24-504	08000800090000	No Class Listed	6/18/2024	Issued	$200,000.00	1326 CEDAR VALLEY RD, RANSON, WV 25438
	24-505	08000800090000	No Class Listed	6/18/2024	Issued	$200,000.00	1324 CEDAR VALLEY RD, RANSON, WV 25438
	24-506	08000800090000	No Class Listed	6/18/2024	Issued	$200,000.00	1322 CEDAR VALLEY RD, RANSON, WV 25438
	24-508	08000800090000	No Class Listed	6/18/2024	Issued	$200,000.00	1314 CEDAR VALLEY RD, RANSON, WV 25438
	24-509	08000800090000	No Class Listed	6/18/2024	Issued	$200,000.00	1312 CEDAR VALLEY RD, RANSON, WV 25438
	24-510	08000800090000	No Class Listed	6/18/2024	Issued	$200,000.00	1310 CEDAR VALLEY RD, RANSON, WV 25438
	24-511	08000800090000	No Class Listed	6/18/2024	Issued	$200,000.00	1308 CEDAR VALLEY RD, RANSON, WV 25438
	24-512	08000800090000	No Class Listed	6/18/2024	Issued	$200,000.00	1306 CEDAR VALLEY RD, RANSON, WV 25438
	24-513	08000800090000	No Class Listed	6/18/2024	Issued	$200,000.00	1304 CEDAR VALLEY RD, RANSON, WV 25438
	24-514	08000800090000	No Class Listed	6/18/2024	Issued	$200,000.00	1302 CEDAR VALLEY RD, RANSON, WV 25438
	24-515	08000800090000	No Class Listed	6/18/2024	Issued	$200,000.00	1300 CEDAR VALLEY RD, RANSON, WV 25438
	24-516	08008D001I0000	No Class Listed	6/18/2024	Issued	$200,000.00	339 MINERAL SPRINGS RD, RANSON, WV 25438
	24-518	08008D001I0000	No Class Listed	6/18/2024	Issued	$200,000.00	331 MINERAL SPRINGS RD, RANSON, WV 25438
	24-519	08008D001I0000	No Class Listed	6/18/2024	Issued	$200,000.00	327 MINERAL SPRINGS RD, RANSON, WV 25438
	24-521	08008D001I0000	No Class Listed	6/18/2024	Issued	$200,000.00	323 MINERAL SPRINGS RD, RANSON, WV 25438
	24-522	08008D001I0000	No Class Listed	6/18/2024	Issued	$200,000.00	319 MINERAL SPRINGS RD, RANSON, WV 25438
	24-523	08008D001I0000	No Class Listed	6/24/2024	Issued	$200,000.00	315 MINERAL SPRINGS RD, RANSON, WV 25438
						$10,473,000.00	**45**
Re-roofing - Residential (over 100 sq ft)	24-483	08000201130000	No Class Listed	6/4/2024	Issued	$15,200.00	215 E 10TH AVE, RANSON, WV 25438
	24-550	08000400850000	No Class Listed	6/26/2024	Issued	$10,700.00	117 W 6TH AVE, RANSON, WV 25438
						$25,900.00	**Total Permit Type: 2**
Residential & Institutional	24-134	08000500840000	No Class Listed	6/28/2024	Issued	$700.00	319 E 5TH AVE, RANSON, WV 25438
	24-447	08000602000000	No Class Listed	6/3/2024	Issued	$100.00	101 EVITTS DR, RANSON, WV 25438
	24-454	08008A022600	No Class Listed	6/3/2024	Issued	$75,000.00	79 PETER RABBIT DR, RANSON, WV 25438

	24-458	0800040041000 0	No Class Listed	6/5/2024	Issued	$5,600.00	113 N GEORGE ST, RANSON, WV 25438
	24-485	0800060010000 0	No Class Listed	6/28/2024	Issued	$64,613.23	406 W 4TH AVE, RANSON, WV 25438
	24-491	08008C0172000 0	No Class Listed	6/5/2024	Issued	$15,000.00	1206 STALLION ST, RANSON, WV 25438
	24-498	0800030078000 0	No Class Listed	6/28/2024	Issued	$500.00	406 E 12TH AVE, RANSON, WV 25438
	24-530		No Class Listed	6/13/2024	Issued	$90,465.00	Sandy Bottom Circle / Watercourse Dr, Ranson, WV 25438
	24-547	08008C0104000 0	No Class Listed	6/21/2024	Issued	$15,000.00	1311 N FAIRFAX BLVD, RANSON, WV 25438
						$266,978.23	**Total Permit Type: 9**
Site Development	24-531	0880027000000 00	No Class Listed	6/12/2024	Issued	$7,138,021.00	Rt 340 and Jefferson Terr Road, Ranson, WV 25438
	24-561		No Class Listed	6/26/2024	Issued	$2,800,000.00	
	24-567		No Class Listed	6/26/2024	Issued	$2,357,280.00	
						$12,295,301.00	**Total Permit Type: 3**
						$23,189,508.55	**Total Permits: 84**

AGENDA ITEM IV.4

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: NEW BUSINESS

AGENDA SECTION: **CITY MANAGER/STAFF REPORTS**

SUBJECT:

Staff is providing the following items for your review:

· Accounts Payable Council Report for June 2024

· General Fund Budget Report through June 2024

· Capital Improvement Fund Budget Report through June 2024

· Cash Account Balances as of 6/30/2024

Should there be any questions or concerns regarding the data provided, please reach out directly to the Finance Director

ATTACHMENTS:

June 2024 AP Council Report.pdf
June 2024 General Fund Budget Report.pdf
June 2024 Capital Fund Budget Report.pdf
Cash Balance 6-30-2024.pdf

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
10-42 TACTICAL LLC	6/27/24	PD HAT BADGE/HATS/BUCKLES	GENERAL FUND	POLICE DEPARTMENT	195.80
	6/27/24	PD HAT BADGE/HATS/BUCKLES	GENERAL FUND	POLICE DEPARTMENT	232.00
	6/27/24	PD HAT BADGE/HATS/BUCKLES	GENERAL FUND	POLICE DEPARTMENT	23.40
	6/27/24	PD HAT BADGE/HATS/BUCKLES	GENERAL FUND	POLICE DEPARTMENT	18.00
	6/27/24	PD HAT BADGE/HATS/BUCKLES	GENERAL FUND	POLICE DEPARTMENT	198.00
	6/27/24	PD HAT BADGE/HATS/BUCKLES	GENERAL FUND	POLICE DEPARTMENT	20.00
				TOTAL:	687.20
44 COLLEGE READY FOUNDATIO INC	6/12/24	2024 MINI GRANT AWARDEE	GENERAL FUND	CONT TO COMMISSIONS	3,000.00
				TOTAL:	3,000.00
5.11TACTICAL.COM	6/27/24	LANCASTER PD ADADUNIFORMS	GENERAL FUND	POLICE DEPARTMENT	465.00
				TOTAL:	465.00
7-ELEVEN	6/27/24	JENKINS FUEL 5/1-26/24	GENERAL FUND	POLICE DEPARTMENT	124.51
	6/27/24	COOK FUEL 5/7-22/24	GENERAL FUND	STREETS & TRANSPORT	174.60
	6/27/24	COSTELLO FUEL 5/13-22/24	GENERAL FUND	STREETS & TRANSPORT	112.67
				TOTAL:	411.78
8X8, INC	6/04/24	PHONES MAY 24	GENERAL FUND	CITY HALL	572.16
				TOTAL:	572.16
A&A SAFETY	6/27/24	PW CONES X6/MEN WRK SIGNS	GENERAL FUND	STREETS & TRANSPORT	132.00
	6/27/24	PW CONES X6/MEN WRK SIGNS	GENERAL FUND	STREETS & TRANSPORT	190.00
				TOTAL:	322.00
ABC PEST CONTROL	6/12/24	PD PEST CONTROL JUN 24	GENERAL FUND	POLICE DEPARTMENT	30.00
				TOTAL:	30.00
AC&T CO INC	6/27/24	P&R CRANES LN PT 4/1/24	PARKS & RECREATION	Parks & Recreation	176.00
	6/27/24	P&R LANCE SLUSHER PT 4/1/2	PARKS & RECREATION	Parks & Recreation	176.00
				TOTAL:	352.00
ADVANCE AUTO PARTS	6/27/24	PD WIPERS X2	GENERAL FUND	POLICE DEPARTMENT	44.92
	6/27/24	PW OIL WRENCH/MAG PU TOOL	GENERAL FUND	STREETS & TRANSPORT	38.89
	6/27/24	PW OIL WRENCH/MAG PU TOOL	GENERAL FUND	STREETS & TRANSPORT	9.19
				TOTAL:	93.00
AFLAC	6/06/24	AFLAC AT	GENERAL FUND	NON-DEPARTMENTAL	11.34
	6/06/24	AFLAC AT	GENERAL FUND	NON-DEPARTMENTAL	11.34
	6/30/24	AFLAC AT	GENERAL FUND	NON-DEPARTMENTAL	11.34
	6/30/24	AFLAC AT	GENERAL FUND	NON-DEPARTMENTAL	11.34
	6/06/24	AFLAC Payable B4	GENERAL FUND	NON-DEPARTMENTAL	628.20
	6/06/24	AFLAC Payable B4	GENERAL FUND	NON-DEPARTMENTAL	628.20
	6/30/24	AFLAC Payable B4	GENERAL FUND	NON-DEPARTMENTAL	628.20
	6/30/24	AFLAC Payable B4	GENERAL FUND	NON-DEPARTMENTAL	628.20
				TOTAL:	2,558.16
AFRICAN AMERICAN COMMUNITY ASSOC OF JE	6/18/24	2024 MINI GRANT AWARDEE	GENERAL FUND	CONT TO COMMISSIONS	5,000.00
				TOTAL:	5,000.00
AMAZON.COM	6/27/24	COPY PAPER X3/TONER X4	GENERAL FUND	CITY ADMINISTRATION	39.10
	6/27/24	P&Z COPY PAPER X1	GENERAL FUND	PLANNING & ZONING	39.99
	6/27/24	T TURNER MOUSEPAD X1	GENERAL FUND	CITY HALL	4.27
	6/27/24	T TURNER BLACK TONER X2	GENERAL FUND	CITY HALL	59.91
	6/27/24	ANDREWS FILE SORTER X 2	GENERAL FUND	CITY HALL	33.89

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	6/27/24	PM TONER X4	GENERAL FUND	CITY HALL	52.88
	6/27/24	PM DRUM UNIT X 4	GENERAL FUND	CITY HALL	55.98
	6/27/24	COPY PAPER X3/TONER X4	GENERAL FUND	CITY HALL	78.20
	6/27/24	COPY PAPER X3/TONER X4	GENERAL FUND	CITY HALL	49.98
	6/27/24	FIN BANKER BOXES X12	GENERAL FUND	CITY HALL	57.94
	6/27/24	PD INK CARTRIDGES X2	GENERAL FUND	POLICE DEPARTMENT	113.98
	6/27/24	PD FLASH DRIVE X1	GENERAL FUND	POLICE DEPARTMENT	36.39
	6/27/24	HIGHLIGHTERS X12/INK CART	GENERAL FUND	POLICE DEPARTMENT	85.62
				TOTAL:	708.13
AMERICAN EXPRESS - MERCH FEES	6/05/24	MAY2024 AMEX TRANSACTION F	GENERAL FUND	CITY HALL	129.83
				TOTAL:	129.83
ANIMAL WELFARE SOCIETY OF JEFFERSON CO	6/12/24	2024 MINI GRANT AWARDEE	GENERAL FUND	CONT TO COMMISSIONS	2,500.00
				TOTAL:	2,500.00
APPLE VALLEY WASTE	6/27/24	PW TRASH PU APR 24	GENERAL FUND	STREETS & TRANSPORT	188.46
				TOTAL:	188.46
ASKNEAL, LLC	6/26/24	COUNCIL RM UPGRADES	CAPITAL IMPROVEMEN	GENERAL GOVERNMENT	8,700.00
	6/26/24	COUNCIL RM UPGRADES	CAPITAL IMPROVEMEN	GENERAL GOVERNMENT	857.25
				TOTAL:	9,557.25
ATLANTIC MACHINERY INC	6/27/24	PW SWEPER GUTTER BROOM X2	GENERAL FUND	STREETS & TRANSPORT	452.92
	6/27/24	SWEEPER AIR FILTERS/OIL FI	GENERAL FUND	STREETS & TRANSPORT	241.45
	6/27/24	SWEEPER AIR FILTERS/OIL FI	GENERAL FUND	STREETS & TRANSPORT	97.72
	6/27/24	SWEEPER AIR FILTERS/OIL FI	GENERAL FUND	STREETS & TRANSPORT	40.81
				TOTAL:	832.90
AUTEL US INC	6/27/24	PW SCANNER SOFTWARE 5/24-5	GENERAL FUND	STREETS & TRANSPORT	695.00
				TOTAL:	695.00
AUTO ZONE	6/27/24	PD #10 OIL FILTERS/COOLANT	GENERAL FUND	POLICE DEPARTMENT	77.90
	6/27/24	PD #10 OIL FILTERS/COOLANT	GENERAL FUND	POLICE DEPARTMENT	19.99
	6/27/24	PW OIL DRAIN PLUG GASKETS	GENERAL FUND	STREETS & TRANSPORT	11.38
	6/27/24	PW TOOL TRAY X1, PLIERS X1	GENERAL FUND	STREETS & TRANSPORT	40.48
				TOTAL:	149.75
BCN TELECOM INC	6/27/24	INTERNET JUN 24	GENERAL FUND	CITY HALL	521.79
	6/27/24	INTERNET JUN 24	GENERAL FUND	POLICE DEPARTMENT	161.90
	6/27/24	INTERNET JUN 24	GENERAL FUND	STREETS & TRANSPORT	149.40
	6/27/24	INTERNET JUN 24	PARKS & RECREATION	Parks & Recreation	190.90
	6/27/24	INTERNET JUN 24	CONVENTION & VISIT	Convention Visitor Bur	149.40
				TOTAL:	1,173.39
BFS FOODS	6/27/24	ANDREWS FUEL 5/3/24 MFOA	GENERAL FUND	CITY HALL	24.56
				TOTAL:	24.56
BIEDLER'S ELECTRIC MOTOR REPAIR, INC	6/27/24	PW SHOP FAN MOTOR-REPLACED	GENERAL FUND	STREETS & TRANSPORT	258.39
				TOTAL:	258.39
BIRTHRIGHT OF JEFFERSON COUNTY	6/12/24	2024 MINI GRANT AWARDEE	GENERAL FUND	CONT TO COMMISSIONS	3,000.00
				TOTAL:	3,000.00
BLUE RIDGE LODGE 131, KNIGHTS OF PYTHI	6/04/24	2024 MINI GRANT AWARDEE	GENERAL FUND	CONT TO COMMISSIONS	3,000.00
				TOTAL:	3,000.00

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
BOYS & GIRLS CLUB OF THE EASTERN PANHA	6/04/24	2024 MINI GRANT AWARDEE	GENERAL FUND	CONT TO COMMISSIONS	10,000.00
				TOTAL:	10,000.00
BP	6/27/24	WATSON FUEL 4/30-5/24/24	GENERAL FUND	POLICE DEPARTMENT	361.63
	6/27/24	LUTMAN FUEL 5/3-17/24	GENERAL FUND	POLICE DEPARTMENT	100.23
	6/27/24	MCBRIDE FUEL 5/9-22/24	GENERAL FUND	POLICE DEPARTMENT	78.50
	6/27/24	SWARTZ FUEL 5/1-23/24	GENERAL FUND	POLICE DEPARTMENT	282.02
	6/27/24	HOSBY-BROWN FUEL 5/2-5/29/	GENERAL FUND	POLICE DEPARTMENT	249.46
	6/27/24	BLACK FUEL 5/5-28/24	GENERAL FUND	POLICE DEPARTMENT	253.34
	6/27/24	ROBERTS FUEL 4/30-5/28/24	GENERAL FUND	POLICE DEPARTMENT	60.00
	6/27/24	PALMER FUEL 5/2-30/24	GENERAL FUND	POLICE DEPARTMENT	415.90
	6/27/24	JENKINS FUEL 5/20/24	GENERAL FUND	POLICE DEPARTMENT	52.48
	6/27/24	PIERSON FUEL 5/30/24	GENERAL FUND	STREETS & TRANSPORT	82.32
				TOTAL:	1,935.88
BREEZY HR INC	6/27/24	HR CONSULTING 5/20-6/20/24	GENERAL FUND	CITY ADMINISTRATION	189.00
				TOTAL:	189.00
BULKAPPAREL.COM	6/27/24	LANCASTERPD ACAD SHIRTS X1	GENERAL FUND	POLICE DEPARTMENT	60.16
				TOTAL:	60.16
BUREAU FOR CHILD SUPPORT ENFORCEMENT	6/07/24	# 438446	GENERAL FUND	NON-DEPARTMENTAL	164.77
	6/26/24	# 438446	GENERAL FUND	NON-DEPARTMENTAL	164.77
	6/07/24	CASE ID #455252	GENERAL FUND	NON-DEPARTMENTAL	198.00
	6/26/24	CASE ID #455252	GENERAL FUND	NON-DEPARTMENTAL	198.00
				TOTAL:	725.54
BURR PARK LIBERTY	6/27/24	LYNCH FUEL 5/6-28/24	GENERAL FUND	POLICE DEPARTMENT	220.44
	6/27/24	HOOD FUEL 5/11/24	GENERAL FUND	POLICE DEPARTMENT	54.49
	6/27/24	ROBERTS FUEL 5/6-15/24	GENERAL FUND	POLICE DEPARTMENT	65.01
	6/27/24	JENKINS FUEL 5/13-27/24	GENERAL FUND	POLICE DEPARTMENT	121.04
				TOTAL:	460.98
CAROLINA FLAG & BANNER	6/27/24	FLAGS-US,WV,RANSON	GENERAL FUND	STREETS & TRANSPORT	84.00
	6/27/24	FLAGS-US,WV,RANSON	GENERAL FUND	STREETS & TRANSPORT	147.00
	6/27/24	FLAGS-US,WV,RANSON	GENERAL FUND	STREETS & TRANSPORT	115.50
	6/27/24	FLAGS-US,WV,RANSON	GENERAL FUND	STREETS & TRANSPORT	291.00
	6/27/24	FLAGS-US,WV,RANSON	GENERAL FUND	STREETS & TRANSPORT	294.00
	6/27/24	FLAGS-US,WV,RANSON	GENERAL FUND	STREETS & TRANSPORT	21.00
				TOTAL:	952.50
CHARLES TOWN LIONS CLUB	6/13/24	2024 MINI GRANT AWARDEE	GENERAL FUND	CONT TO COMMISSIONS	4,000.00
				TOTAL:	4,000.00
CHARLES TOWN RACE TRACK CHAPLAINCY	6/04/24	2024 MINI GRANT AWARDEE	GENERAL FUND	CONT TO COMMISSIONS	3,500.00
				TOTAL:	3,500.00
CHARLES TOWN UTILITIES	6/27/24	WATER 3/15-4/15/24	GENERAL FUND	CITY HALL	163.37
	6/27/24	WATER 3/15-4/15/24	GENERAL FUND	POLICE DEPARTMENT	56.16
	6/27/24	WATER 3/15-4/15/24	GENERAL FUND	STREETS & TRANSPORT	261.34
	6/27/24	WATER 3/15-4/15/24	GENERAL FUND	STREETS & TRANSPORT	56.16
	6/27/24	WATER 3/15-4/15/24	GENERAL FUND	STREET LIGHTS	56.16
	6/27/24	P&R MF SEWER 3/25-4/25/24	PARKS & RECREATION	Parks & Recreation	30.48
	6/27/24	CC WATER 3/15-4/15/24	PARKS & RECREATION	Parks & Recreation	310.92
	6/27/24	CC WATER 3/15-4/15/24	PARKS & RECREATION	Parks & Recreation	56.16
	6/27/24	CVB WATER 3/15/24-4/15/24	CONVENTION & VISIT	Convention Visitor Bur	56.16

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
				TOTAL:	1,046.91
CHATGPT SUBSCRIPTION	6/27/24	WILT OPEN AI SUB 5/14-6/14	GENERAL FUND	CITY ADMINISTRATION	21.40
				TOTAL:	21.40
CITIZENS FIRE COMPANY INC	6/12/24	2024 MINI GRANT AWARDEE	GENERAL FUND	CONT TO COMMISSIONS	10,000.00
	6/12/24	2024 ANNUAL CONTRIBUTIONS	GENERAL FUND	CONT TO COMMISSIONS	9,000.00
				TOTAL:	19,000.00
CIVICPLUS	6/13/24	MUNCD ASF 6/1/24-5/31/25	GENERAL FUND	CITY HALL	250.00
				TOTAL:	250.00
COMMUNITY MARKETS INC	6/12/24	2024 MINI GRANT AWARDEE	GENERAL FUND	CONT TO COMMISSIONS	2,500.00
				TOTAL:	2,500.00
COMPLETE DOCUMENT SOLUTIONS, CENTRAL P	6/27/24	CH COPIER CONT 5/24/OVG 4/	GENERAL FUND	CITY HALL	31.50
	6/27/24	CH COPIER CONT 5/24/OVG 4/	GENERAL FUND	CITY HALL	390.14
	6/27/24	PW COPIER OVGS 3/1-31/24	GENERAL FUND	STREETS & TRANSPORT	6.56
	6/27/24	PW COPIER OVGS 4/1-30/24	GENERAL FUND	STREETS & TRANSPORT	11.72
	6/27/24	P&R COPY CONT4/24/OVG 3/24	PARKS & RECREATION	Parks & Recreation	16.54
	6/27/24	P&R COPY CONT4/24/OVG 3/24	PARKS & RECREATION	Parks & Recreation	22.92
	6/27/24	P&R COPIER CONT5/24/OVG 4/	PARKS & RECREATION	Parks & Recreation	16.54
	6/27/24	P&R COPIER CONT5/24/OVG 4/	PARKS & RECREATION	Parks & Recreation	22.39
	6/27/24	CVB COP CONT4/24/OVG 3/30-	CONVENTION & VISIT	Convention Visitor Bur	13.23
	6/27/24	CVB COP CONT4/24/OVG 3/30-	CONVENTION & VISIT	Convention Visitor Bur	69.85
				TOTAL:	601.39
COMPTROLLER OF MARYLAND	6/26/24	MD Withholding	GENERAL FUND	NON-DEPARTMENTAL	132.10
	6/26/24	MD Withholding	GENERAL FUND	NON-DEPARTMENTAL	132.10
	6/26/24	MD Withholding	GENERAL FUND	NON-DEPARTMENTAL	132.10
	6/26/24	MD Withholding	GENERAL FUND	NON-DEPARTMENTAL	132.10
	6/26/24	MD Withholding	GENERAL FUND	NON-DEPARTMENTAL	132.10
	6/26/24	MD Withholding	GENERAL FUND	NON-DEPARTMENTAL	131.64
				TOTAL:	792.14
CONSTANT CONTACT	6/27/24	EMAIL ADS 5/1-5/31/24	CONVENTION & VISIT	Convention Visitor Bur	110.00
				TOTAL:	110.00
CREAMERS TIRE & AUTO SERVICE CENTER	6/27/24	PD #17 TIRE PATCH X1	GENERAL FUND	POLICE DEPARTMENT	31.25
	6/27/24	PD #17 MOUNT 4 TIRES	GENERAL FUND	POLICE DEPARTMENT	120.00
				TOTAL:	151.25
CRIMPCO	6/27/24	TRIFCTA FA MONT 5/1-7/31/2	GENERAL FUND	CITY HALL	79.50
				TOTAL:	79.50
DEPARTMENT OF TAX & REVENUE	6/05/24	WV State Withholding	GENERAL FUND	NON-DEPARTMENTAL	3,666.00
	6/05/24	WV State Withholding	GENERAL FUND	NON-DEPARTMENTAL	4,547.00
	6/05/24	WV State Withholding	GENERAL FUND	NON-DEPARTMENTAL	298.00
	6/26/24	WV State Withholding	GENERAL FUND	NON-DEPARTMENTAL	3,894.00
	6/26/24	WV State Withholding	GENERAL FUND	NON-DEPARTMENTAL	140.00
	6/26/24	WV State Withholding	GENERAL FUND	NON-DEPARTMENTAL	4,964.00
	6/26/24	WV State Withholding	GENERAL FUND	NON-DEPARTMENTAL	32.00
				TOTAL:	17,541.00
DICKIES	6/27/24	LANCASTER PD ACAD UNIFORMS	GENERAL FUND	POLICE DEPARTMENT	209.94
				TOTAL:	209.94

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
ENCOVA INSURANCE	6/27/24	WRK COMP 7/1/24-7/1/25	GENERAL FUND	CITY HALL	8,415.00
				TOTAL:	8,415.00
ETS CORPORATION	6/03/24	MAY2024 MERCH FEES - CITY	GENERAL FUND	CITY HALL	169.13
	6/03/24	MAY2024 MERCH FEES - MGO C	GENERAL FUND	CITY HALL	2,041.93
				TOTAL:	2,211.06
EXECUTIVE EMERGENCY LIGHTING LLC	6/27/24	PD #16 SIREN REPAIR	GENERAL FUND	POLICE DEPARTMENT	241.50
				TOTAL:	241.50
FACEBOOK	6/27/24	RF/CS '24 AD 3/29-4/28/24	CONVENTION & VISIT	Convention Visitor Bur	99.42
	6/27/24	SURVEY AD 3/29-4/10/24	CONVENTION & VISIT	Convention Visitor Bur	26.87
				TOTAL:	126.29
FBINAA WV	6/27/24	ROBERTS TRNG AUG 24	GENERAL FUND	POLICE DEPARTMENT	95.00
	6/27/24	SIGULINSKY TRNG AUG 24	GENERAL FUND	POLICE DEPARTMENT	95.00
	6/27/24	MCBRIDE TRNG AUG 24	GENERAL FUND	POLICE DEPARTMENT	95.00
	6/27/24	CUSTER TRNG AUG 24	GENERAL FUND	POLICE DEPARTMENT	95.00
				TOTAL:	380.00
FISHER AUTO PARTS INC	6/27/24	PW # 4 FRONT&READ BRK PADS	GENERAL FUND	STREETS & TRANSPORT	151.62
	6/27/24	PW MSC RATCHETS X 1	GENERAL FUND	STREETS & TRANSPORT	64.40
				TOTAL:	216.02
FREDERICK BLOCK BRICK & STONE	6/27/24	RANSON MEMORIAL BRICKS X30	CONVENTION & VISIT	Convention Visitor Bur	262.50
				TOTAL:	262.50
FRONTIER	6/12/24	CH FIRE ALARM JUNE 24	GENERAL FUND	CITY HALL	117.00
	6/12/24	CH FAX LINE JUNE 24	GENERAL FUND	CITY HALL	119.09
	6/27/24	ELEVATOR LONE JUN 24	GENERAL FUND	CITY HALL	79.19
	6/27/24	TRIFECTA ALARM JUN 24	GENERAL FUND	CITY HALL	148.46
	6/27/24	PD FAX JUN 24	GENERAL FUND	POLICE DEPARTMENT	163.37
				TOTAL:	627.11
GALLS INC	6/27/24	PD WHEAT SVING SINCE LETTE	GENERAL FUND	POLICE DEPARTMENT	26.06
	6/27/24	PD WHEAT NAMEPLATE X1	GENERAL FUND	POLICE DEPARTMENT	11.29
	6/27/24	PD WHEAT BELT X1	GENERAL FUND	POLICE DEPARTMENT	95.43
	6/27/24	PD WHEAT BOOTS/BELT/BA VES	GENERAL FUND	POLICE DEPARTMENT	102.29
	6/27/24	PD WHEAT BOOTS/BELT/BA VES	GENERAL FUND	POLICE DEPARTMENT	30.35
	6/27/24	PD WHEAT BOOTS/BELT/BA VES	GENERAL FUND	POLICE DEPARTMENT	599.99
	6/27/24	PD WHEAT BOOTS/BELT/BA VES	GENERAL FUND	POLICE DEPARTMENT	36.69
	6/27/24	PD WINGMAN PATROL BAG X1	GENERAL FUND	POLICE DEPARTMENT	102.78
				TOTAL:	1,004.88
GOOGLE	6/27/24	CVB PROMOTE AD	CONVENTION & VISIT	Convention Visitor Bur	36.99
				TOTAL:	36.99
GRAINGER	6/27/24	PW WATER PUMP BOLTS X8	GENERAL FUND	STREETS & TRANSPORT	25.43
				TOTAL:	25.43
GRANICUS	6/04/24	COMM CLOUD 6/2/24-6/1/25	GENERAL FUND	CITY HALL	9,228.75
				TOTAL:	9,228.75
HARBOR FREIGHT TOOLS	6/27/24	BELT BRKER SET/LIGHT/WRENC	GENERAL FUND	STREETS & TRANSPORT	39.99
	6/27/24	BELT BRKER SET/LIGHT/WRENC	GENERAL FUND	STREETS & TRANSPORT	21.99
	6/27/24	BELT BRKER SET/LIGHT/WRENC	GENERAL FUND	STREETS & TRANSPORT	29.99

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	6/27/24	PW SERVICE JACK X1	GENERAL FUND	STREETS & TRANSPORT	139.99
	6/27/24	PW TOOL BOX LATCH X2	GENERAL FUND	STREETS & TRANSPORT	31.98
				TOTAL:	263.94
HARPERS FERRY BOLIVAR VETERANS (HONOR	6/13/24	2024 MINI GRANT AWARDEE	GENERAL FUND	CONT TO COMMISSIONS	1,500.00
				TOTAL:	1,500.00
HARRIS TREE REMOVAL & SERVICES	6/13/24	BURNS ST TREE REMVL 6/3/2	CAPITAL IMPROVEMEN	STREETS - PUBLIC WORKS	1,500.00
				TOTAL:	1,500.00
HOME DEPOT	6/27/24	CH CLOCK FLOWERS/BLACK PAI	GENERAL FUND	CITY HALL	302.84
	6/27/24	PD REPAIR TOILET	GENERAL FUND	POLICE DEPARTMENT	209.66
	6/27/24	PD SUPPLY LINE-TOILET	GENERAL FUND	POLICE DEPARTMENT	7.83
	6/27/24	CLOCK MULCH X5	GENERAL FUND	STREETS & TRANSPORT	16.65
	6/27/24	PAINT ROLLERS FOR CURBS	GENERAL FUND	STREETS & TRANSPORT	35.90
	6/27/24	PLIERS/STORAGE BIN X4	GENERAL FUND	STREETS & TRANSPORT	50.39
	6/27/24	PW GOGGLES, SCREWS, MARKER	GENERAL FUND	STREETS & TRANSPORT	34.94
	6/27/24	PLIERS, IMPACT SOCKETS	GENERAL FUND	STREETS & TRANSPORT	51.25
	6/27/24	PW 15/16 WRENCH X 1	GENERAL FUND	STREETS & TRANSPORT	24.97
	6/27/24	PW SHOP TOOL BOX X1	GENERAL FUND	STREETS & TRANSPORT	998.00
	6/27/24	SPRAY PAINT X2	GENERAL FUND	STREETS & TRANSPORT	28.91
	6/27/24	FLAG POLE PAINT X4	GENERAL FUND	STREETS & TRANSPORT	36.86
	6/27/24	SCREWS FOR ST SIGNS/FOAM	GENERAL FUND	STREETS & TRANSPORT	20.33
	6/27/24	PW TB X5/GLOVES X1	GENERAL FUND	STREETS & TRANSPORT	139.85
	6/27/24	PW TB X5/GLOVES X1	GENERAL FUND	STREETS & TRANSPORT	15.98
	6/27/24	CONCRETE X2 FOR POLES	GENERAL FUND	STREETS & TRANSPORT	13.72
	6/27/24	HISTORY TRAIL SIGN SCREWS	GENERAL FUND	STREETS & TRANSPORT	13.75
	6/27/24	MF FOOTBALL TICKET BOOTH T	PARKS & RECREATION	Parks & Recreation	31.87
	6/27/24	MF FOOTBALL TICKET BOOTH T	PARKS & RECREATION	Parks & Recreation	18.46
	6/27/24	ADHESIVE- BACKBOARD REPAIR	PARKS & RECREATION	Parks & Recreation	104.80
	6/27/24	CC WINDOW X1	PARKS & RECREATION	Parks & Recreation	249.28
	6/27/24	CC TRIM X2	PARKS & RECREATION	Parks & Recreation	18.46
	6/27/24	HISTORICAL SIGNS/CONCRETE	CONVENTION & VISIT	Convention Visitor Bur	110.92
				TOTAL:	2,535.62
HOME TEAM PEST DEFENSE	6/27/24	CH PEST CONTROL MAY 24	GENERAL FUND	CITY HALL	248.90
	6/27/24	PW PEST CONTROL MAY 24	GENERAL FUND	STREETS & TRANSPORT	72.20
	6/27/24	CVB PEST CONTROL MAR 24	CONVENTION & VISIT	Convention Visitor Bur	137.00
				TOTAL:	458.10
IDENTIFIX	6/13/24	PW AUTO SW 7/1/24-7/1/25	GENERAL FUND	STREETS & TRANSPORT	1,428.00
				TOTAL:	1,428.00
INDEPENDENT FIRE CO	6/12/24	2024 ANNUAL CONTRIBUTIONS	GENERAL FUND	CONT TO COMMISSIONS	14,000.00
				TOTAL:	14,000.00
INITIALLY YOURS	6/27/24	UNIFORM SSXX48/HATS X24	GENERAL FUND	STREETS & TRANSPORT	1,247.88
				TOTAL:	1,247.88
INTERNAL REVENUE SERVICE	6/07/24	Federal Withholding	GENERAL FUND	NON-DEPARTMENTAL	9,610.41
	6/26/24	Federal Withholding	GENERAL FUND	NON-DEPARTMENTAL	471.10
	6/26/24	Federal Withholding	GENERAL FUND	NON-DEPARTMENTAL	11,564.72
	6/26/24	Federal Withholding	GENERAL FUND	NON-DEPARTMENTAL	54.52
	6/07/24	Social Security Payable	GENERAL FUND	NON-DEPARTMENTAL	7,035.02
	6/26/24	Social Security Payable	GENERAL FUND	NON-DEPARTMENTAL	200.69
	6/26/24	Social Security Payable	GENERAL FUND	NON-DEPARTMENTAL	7,784.49

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	6/26/24	Social Security Payable	GENERAL FUND	NON-DEPARTMENTAL	67.59
	6/07/24	Medicare Payable	GENERAL FUND	NON-DEPARTMENTAL	1,645.28
	6/26/24	Medicare Payable	GENERAL FUND	NON-DEPARTMENTAL	46.94
	6/26/24	Medicare Payable	GENERAL FUND	NON-DEPARTMENTAL	1,820.57
	6/26/24	Medicare Payable	GENERAL FUND	NON-DEPARTMENTAL	15.81
	6/26/24	Social Security Payable	GENERAL FUND	MAYOR'S OFFICE	62.00
	6/26/24	Medicare Payable	GENERAL FUND	MAYOR'S OFFICE	14.50
	6/26/24	Social Security Payable	GENERAL FUND	CITY COUNCIL	310.02
	6/26/24	Medicare Payable	GENERAL FUND	CITY COUNCIL	72.48
	6/07/24	Social Security Payable	GENERAL FUND	CITY ADMINISTRATION	465.51
	6/26/24	Social Security Payable	GENERAL FUND	CITY ADMINISTRATION	465.51
	6/07/24	Medicare Payable	GENERAL FUND	CITY ADMINISTRATION	108.87
	6/26/24	Medicare Payable	GENERAL FUND	CITY ADMINISTRATION	108.87
	6/26/24	Social Security Payable	GENERAL FUND	POLICE JUDGE'S OFFICE	117.80
	6/26/24	Medicare Payable	GENERAL FUND	POLICE JUDGE'S OFFICE	27.55
	6/07/24	Social Security Payable	GENERAL FUND	PLANNING & ZONING	815.87
	6/26/24	Social Security Payable	GENERAL FUND	PLANNING & ZONING	852.50
	6/07/24	Medicare Payable	GENERAL FUND	PLANNING & ZONING	190.81
	6/26/24	Medicare Payable	GENERAL FUND	PLANNING & ZONING	199.38
	6/07/24	Social Security Payable	GENERAL FUND	CITY HALL	549.36
	6/26/24	Social Security Payable	GENERAL FUND	CITY HALL	562.33
	6/07/24	Medicare Payable	GENERAL FUND	CITY HALL	128.48
	6/26/24	Medicare Payable	GENERAL FUND	CITY HALL	131.52
	6/05/24	PORTNER STD TAXES - APR202	GENERAL FUND	POLICE DEPARTMENT	149.46
	6/05/24	PORTNER STD TAXES - APR202	GENERAL FUND	POLICE DEPARTMENT	34.96
	6/05/24	PORTNER STD TAXES - MAY202	GENERAL FUND	POLICE DEPARTMENT	251.10
	6/05/24	PORTNER STD TAXES - MAY202	GENERAL FUND	POLICE DEPARTMENT	58.74
	6/07/24	Social Security Payable	GENERAL FUND	POLICE DEPARTMENT	3,781.96
	6/26/24	Social Security Payable	GENERAL FUND	POLICE DEPARTMENT	200.69
	6/26/24	Social Security Payable	GENERAL FUND	POLICE DEPARTMENT	3,864.29
	6/26/24	Social Security Payable	GENERAL FUND	POLICE DEPARTMENT	67.59
	6/07/24	Medicare Payable	GENERAL FUND	POLICE DEPARTMENT	884.49
	6/26/24	Medicare Payable	GENERAL FUND	POLICE DEPARTMENT	46.94
	6/26/24	Medicare Payable	GENERAL FUND	POLICE DEPARTMENT	903.76
	6/26/24	Medicare Payable	GENERAL FUND	POLICE DEPARTMENT	15.81
	6/07/24	Social Security Payable	GENERAL FUND	POLICE SPECIAL DUTY	55.80
	6/07/24	Medicare Payable	GENERAL FUND	POLICE SPECIAL DUTY	13.04
	6/07/24	Social Security Payable	GENERAL FUND	STREETS & TRANSPORT	1,366.52
	6/26/24	Social Security Payable	GENERAL FUND	STREETS & TRANSPORT	1,550.04
	6/07/24	Medicare Payable	GENERAL FUND	STREETS & TRANSPORT	319.59
	6/26/24	Medicare Payable	GENERAL FUND	STREETS & TRANSPORT	362.51
				TOTAL:	59,427.79
JEFFERSON COUNTY DEPUTY SHERIFF'S RESE	6/12/24	2024 MINI GRANT AWARDEE	GENERAL FUND	CONT TO COMMISSIONS	3,000.00
				TOTAL:	3,000.00
JEFFERSON COUNTY AFRICAN AMERICAN CULT	6/13/24	2024 MINI GRANT AWARDEE	GENERAL FUND	CONT TO COMMISSIONS	1,000.00
				TOTAL:	1,000.00
JEFFERSON COUNTY NAACP	6/13/24	2024 MINI GRANT AWARDEE	GENERAL FUND	CONT TO COMMISSIONS	3,000.00
				TOTAL:	3,000.00
JEFFERSON COUNTY WV 4H SHOOTING SPORT	6/12/24	2024 MINI GRANT AWARDEE	GENERAL FUND	CONT TO COMMISSIONS	2,500.00
				TOTAL:	2,500.00
JEFFERSON COUNTY CHAMBER OF COMMERCE,	6/27/24	BA CHAMBER MTG APR 24	GENERAL FUND	PLANNING & ZONING	39.00

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	6/27/24	BA '24 TOWNHALL RECAP	GENERAL FUND	PLANNING & ZONING	32.00
				TOTAL:	71.00
JEFFERSON COUNTY EMERGENCY COMMUNICATI	6/13/24	NETMOT LIC 7/2/23-7/1/24	GENERAL FUND	POLICE DEPARTMENT	1,249.60
	6/12/24	CAD/MOBILE 2/6-3/5/24	GENERAL FUND	POLICE DEPARTMENT	353.36
				TOTAL:	1,602.96
JEFFERSON COUNTY SOLID WASTE AUTHORITY	6/12/24	YARD WASTE PU MAY 24	GENERAL FUND	STREETS & TRANSPORT	250.00
				TOTAL:	250.00
JEFFERSON PUBLISHING CO. INC	6/27/24	P&Z PHN SHEN SPRG 3A 4/17/	GENERAL FUND	PLANNING & ZONING	40.30
	6/27/24	P&Z PHN RANSON HEIGHTS 4/1	GENERAL FUND	PLANNING & ZONING	43.58
	6/27/24	RFP TRASH COLLECTION SVC 4	GENERAL FUND	CITY HALL	37.02
				TOTAL:	120.90
JEFFERSON SECURITY BANK	6/17/24	Christmas Club	GENERAL FUND	NON-DEPARTMENTAL	690.00
	6/28/24	Christmas Club	GENERAL FUND	NON-DEPARTMENTAL	690.00
				TOTAL:	1,380.00
JOHN HANCOCK	6/07/24	457b payment	GENERAL FUND	NON-DEPARTMENTAL	8,540.14
	6/28/24	457b payment	GENERAL FUND	NON-DEPARTMENTAL	8,513.04
	6/07/24	Ret OVT Contribution	GENERAL FUND	NON-DEPARTMENTAL	471.57
	6/28/24	Ret OVT Contribution	GENERAL FUND	NON-DEPARTMENTAL	923.82
	6/07/24	ROTH 457b Payment	GENERAL FUND	NON-DEPARTMENTAL	615.10
	6/28/24	ROTH 457b Payment	GENERAL FUND	NON-DEPARTMENTAL	615.10
	6/07/24	401a Payment	GENERAL FUND	CITY ADMINISTRATION	359.68
	6/28/24	401a Payment	GENERAL FUND	CITY ADMINISTRATION	359.68
	6/07/24	457b payment	GENERAL FUND	CITY ADMINISTRATION	359.68
	6/28/24	457b payment	GENERAL FUND	CITY ADMINISTRATION	359.68
	6/07/24	401a Payment	GENERAL FUND	PLANNING & ZONING	635.65
	6/28/24	401a Payment	GENERAL FUND	PLANNING & ZONING	635.65
	6/07/24	457b payment	GENERAL FUND	PLANNING & ZONING	494.59
	6/28/24	457b payment	GENERAL FUND	PLANNING & ZONING	494.59
	6/07/24	401a Payment	GENERAL FUND	CITY HALL	366.34
	6/28/24	401a Payment	GENERAL FUND	CITY HALL	366.03
	6/07/24	457b payment	GENERAL FUND	CITY HALL	269.32
	6/28/24	457b payment	GENERAL FUND	CITY HALL	269.32
	6/07/24	401a Payment	GENERAL FUND	POLICE DEPARTMENT	2,668.21
	6/28/24	401a Payment	GENERAL FUND	POLICE DEPARTMENT	2,642.04
	6/07/24	457b payment	GENERAL FUND	POLICE DEPARTMENT	2,428.43
	6/28/24	457b payment	GENERAL FUND	POLICE DEPARTMENT	2,402.26
	6/07/24	401a Payment	GENERAL FUND	STREETS & TRANSPORT	1,073.60
	6/28/24	401a Payment	GENERAL FUND	STREETS & TRANSPORT	1,072.66
	6/07/24	457b payment	GENERAL FUND	STREETS & TRANSPORT	912.54
	6/28/24	457b payment	GENERAL FUND	STREETS & TRANSPORT	911.60
				TOTAL:	38,760.32
JOSE F VEGA RIOS	6/27/24	RENT REG 24-548 REFUND	GENERAL FUND	PLANNING & ZONING	120.00
				TOTAL:	120.00
JUDD FIRE PROTECTION LLC	6/27/24	TRIFCTA ANNUAL SPRINKLER I	GENERAL FUND	CITY HALL	500.00
	6/27/24	CC ANNUAL SPRINKLER INSPEC	PARKS & RECREATION	Parks & Recreation	925.00
				TOTAL:	1,425.00
KABLE TEAM REALTY	6/13/24	2024 MINI GRANT AWARDEE	GENERAL FUND	CONT TO COMMISSIONS	2,500.00
				TOTAL:	2,500.00

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
KIMLEY - HORN AND ASSOCIATES INC.	6/27/24	PLAN/PRMT RV MAY 24	GENERAL FUND	PLANNING & ZONING	7,760.27
	6/26/24	FLOW SPG TRAIL MAY 24	CAPITAL IMPROVEMEN	PARKS & REC CAPITAL EX	18,950.00
				TOTAL:	26,710.27
LEAF	6/12/24	1&3 FLR COPIER JUN 24	GENERAL FUND	CITY HALL	223.00
	6/27/24	P&Z COPIER JUN 24	GENERAL FUND	CITY HALL	129.00
	6/12/24	PW COPIER MAY 24	GENERAL FUND	STREETS & TRANSPORT	123.00
				TOTAL:	475.00
LINCOLN FINANCIAL GROUP	6/05/24	JUNE2024 EE DEDUCTION ADJ	GENERAL FUND	NON-DEPARTMENTAL	56.80
	6/05/24	JUNE2024 EE DEDUCTION ADJ	GENERAL FUND	NON-DEPARTMENTAL	26.09
	6/05/24	Life Insurance	GENERAL FUND	NON-DEPARTMENTAL	136.92
	6/05/24	Life Insurance	GENERAL FUND	NON-DEPARTMENTAL	139.71
	6/05/24	JUN24 LIFE INS,STD,LTD PRE	GENERAL FUND	CITY ADMINISTRATION	178.68
	6/05/24	JUN24 LIFE INS,STD,LTD PRE	GENERAL FUND	PLANNING & ZONING	324.17
	6/05/24	JUN24 LIFE INS,STD,LTD PRE	GENERAL FUND	CITY HALL	253.11
	6/05/24	JUN24 LIFE INS,STD,LTD PRE	GENERAL FUND	POLICE DEPARTMENT	1,354.41
	6/05/24	JUN24 LIFE INS,STD,LTD PRE	GENERAL FUND	STREETS & TRANSPORT	536.48
	6/05/24	JUN24 LIFE INS,STD,LTD PRE	PARKS & RECREATION	Parks & Recreation	33.57
	6/05/24	JUN24 LIFE INS,STD,LTD PRE	CONVENTION & VISIT	Convention Visitor Bur	107.71
				TOTAL:	3,147.65
MARONDA HOMES OF VIRGINIA LLC	6/27/24	SURETY RELEASE 24-469	DEVELOPMENT BONDS	NON-DEPARTMENTAL	1,500.00
	6/27/24	SURETY RELEASE 24-470	DEVELOPMENT BONDS	NON-DEPARTMENTAL	1,500.00
	6/27/24	SURETY RELEASE 24-468	DEVELOPMENT BONDS	NON-DEPARTMENTAL	1,500.00
				TOTAL:	4,500.00
MARTINSBURG SUNRISE ROTARY FOUNDATION	6/13/24	2024 MINI GRANT AWARDEE	GENERAL FUND	CONT TO COMMISSIONS	2,000.00
				TOTAL:	2,000.00
MARTINSBURG-BERKELEY CO CHAMBER OF COM	6/27/24	BA WOMENS NETWRK CONF	GENERAL FUND	CITY HALL	65.00
				TOTAL:	65.00
MATTHEW W. ANDERSON, PE, PLLC	6/27/24	SITE INSP 5/15-17/24	GENERAL FUND	PLANNING & ZONING	3,100.00
	6/27/24	SITE INSP 5/28-31/24	GENERAL FUND	PLANNING & ZONING	3,725.00
	6/12/24	SITE INSPECTIONS JUN 24	GENERAL FUND	PLANNING & ZONING	4,625.00
	6/27/24	SITE INSP 6/17-21/24	GENERAL FUND	PLANNING & ZONING	3,400.00
	6/27/24	SITE INSP 6/24/24	GENERAL FUND	PLANNING & ZONING	1,025.00
				TOTAL:	15,875.00
MILLERS SUPPLIES AT WORK	6/27/24	PD/PW/CH BOTTLE DEPOSIT X2	GENERAL FUND	CITY HALL	56.00-
	6/27/24	CH WATER X15	GENERAL FUND	CITY HALL	224.25
	6/27/24	PD/PW/CH BOTTLE DEPOSIT X2	GENERAL FUND	POLICE DEPARTMENT	72.00-
	6/27/24	PD WATER X12	GENERAL FUND	POLICE DEPARTMENT	179.40
	6/27/24	PD/PW/CH BOTTLE DEPOSIT X2	GENERAL FUND	STREETS & TRANSPORT	64.00-
				TOTAL:	211.65
MUNICIPAL FINANCE OFFICER'S ASSOCIATIO	6/13/24	BA MBSHP DUES FY25	GENERAL FUND	CITY HALL	125.00
				TOTAL:	125.00
NAPA AUTO PARTS	6/27/24	PW SUPER CLEAN DEGREASER X	GENERAL FUND	STREETS & TRANSPORT	35.97
	6/27/24	PW OIL FILTERS X2/COMPOUND	GENERAL FUND	STREETS & TRANSPORT	18.30
	6/27/24	PW OIL FILTERS X2/COMPOUND	GENERAL FUND	STREETS & TRANSPORT	6.99
	6/27/24	AIR GAUGE X 1/AIR CHUCK X	GENERAL FUND	STREETS & TRANSPORT	9.79
	6/27/24	AIR GAUGE X 1/AIR CHUCK X	GENERAL FUND	STREETS & TRANSPORT	20.57
				TOTAL:	91.62

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
NATIONAL PEN	6/27/24	PENS X150 FOR NNO & RF '24	GENERAL FUND	POLICE DEPARTMENT	201.44
				TOTAL:	201.44
NATIONAL TANK OUTLET	6/27/24	PW BRINE TANK X4	CAPITAL IMPROVEMEN	STREETS - PUBLIC WORKS	6,400.00
				TOTAL:	6,400.00
NIKE.COM	6/27/24	LANCASTER PD ADAC SWEATSX1	GENERAL FUND	POLICE DEPARTMENT	111.27
	6/27/24	LANCASTER PD ADAC SWEATSX1	GENERAL FUND	POLICE DEPARTMENT	111.27
				TOTAL:	222.54
ONCOURT OFFCOURT LTD	6/27/24	TENNIS BALLS X5 CASES	PARKS & RECREATION	Parks & Recreation	639.75
				TOTAL:	639.75
ORACLE ELEVATOR HOLDCO, INC	6/04/24	ELEVATOR MAINT JUN 24	GENERAL FUND	CITY HALL	155.35
				TOTAL:	155.35
PANNIER	6/27/24	CVB HISTORY TRAIL SIGNS X7	CONVENTION & VISIT	Convention Visitor Bur	2,165.00
	6/27/24	CVB HISTORY SIGN X1 CH	CONVENTION & VISIT	Convention Visitor Bur	402.50
				TOTAL:	2,567.50
PANTRAN	6/12/24	2024 ANNUAL CONTRIBUTIONS	GENERAL FUND	CONT TO COMMISSIONS	15,000.00
				TOTAL:	15,000.00
PAYMENTECH - MERCH FEES	6/04/24	MAY2024 TYLER CITY CC FEES	GENERAL FUND	CITY HALL	1,105.28
				TOTAL:	1,105.28
PEIA	6/05/24	JUNE2024 HEALTH INS PREMIU	GENERAL FUND	CITY ADMINISTRATION	2,500.50
	6/05/24	JUNE2024 HEALTH INS PREMIU	GENERAL FUND	PLANNING & ZONING	4,686.90
	6/05/24	JUNE2024 HEALTH INS PREMIU	GENERAL FUND	CITY HALL	1,964.94
	6/05/24	JUNE2024 HEALTH INS PREMIU	GENERAL FUND	POLICE DEPARTMENT	21,908.58
	6/05/24	JUNE2024 HEALTH INS PREMIU	GENERAL FUND	STREETS & TRANSPORT	10,730.82
	6/05/24	JUNE2024 HEALTH INS PREMIU	PARKS & RECREATION	Parks & Recreation	1,965.42
	6/05/24	JUNE2024 HEALTH INS PREMIU	CONVENTION & VISIT	Convention Visitor Bur	1,962.96
				TOTAL:	45,720.12
PITNEY BOWES GLOBAL FINANCIAL SERVICES	6/13/24	POSTAGE LEAS 4/30-7/29/24	GENERAL FUND	CITY HALL	146.10
				TOTAL:	146.10
PITNEY BOWES PURCHASE POWER	6/27/24	POSTAGE MAY 24	GENERAL FUND	CITY HALL	1,009.75
				TOTAL:	1,009.75
POTOMAC EDISON	6/12/24	ELE APR 24	GENERAL FUND	CITY HALL	722.53
	6/12/24	ELE APR 24	GENERAL FUND	POLICE DEPARTMENT	789.16
	6/12/24	ELE APR 24	GENERAL FUND	STREETS & TRANSPORT	243.19
	6/12/24	ELE APR 24	GENERAL FUND	STREET LIGHTS	9,803.05
	6/12/24	ELE APR 24	PARKS & RECREATION	Parks & Recreation	2,296.83
	6/12/24	ELE APR 24	CONVENTION & VISIT	Convention Visitor Bur	157.97
				TOTAL:	14,012.73
R&L LANDSCAPES, INC.	6/04/24	LANDSCAPE JUN 24	GENERAL FUND	POLICE DEPARTMENT	166.66
	6/04/24	LANDSCAPE JUN 24	GENERAL FUND	STREETS & TRANSPORT	8,120.43
	6/04/24	BRAIR RUN POND MAY 24	GENERAL FUND	STREETS & TRANSPORT	800.00
	6/04/24	LANDSCAPE JUN 24	PARKS & RECREATION	Parks & Recreation	1,475.00
	6/04/24	LANDSCAPE JUN 24	CONVENTION & VISIT	Convention Visitor Bur	291.66
				TOTAL:	10,853.75

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
RANSON POST OFFICE	6/27/24	2023 CVB 990 MAILING	GENERAL FUND	CITY HALL	10.40
	6/27/24	PD STAMPS	GENERAL FUND	POLICE DEPARTMENT	136.00
				TOTAL:	146.40
RCS SECURITY	6/27/24	CH DA COMPUTER ACCESS	GENERAL FUND	CITY HALL	237.50
				TOTAL:	237.50
RICE TIRE CO	6/27/24	PD #17 TIRES X4	GENERAL FUND	POLICE DEPARTMENT	594.40
				TOTAL:	594.40
RUCKMAN ENGINEERING PLC	6/04/24	PRMT RVW 5/20-5/24/24	GENERAL FUND	PLANNING & ZONING	3,075.00
	6/27/24	PLN/PRMT RVW 5/27-31/24	GENERAL FUND	PLANNING & ZONING	2,475.00
	6/13/24	PRMT RVW 6/3-7/24	GENERAL FUND	PLANNING & ZONING	4,537.50
	6/27/24	PLN/PRMT RVW 6/17-21/24	GENERAL FUND	PLANNING & ZONING	1,650.00
				TOTAL:	11,737.50
SCPDC	6/04/24	MY GOV MAY 2024	GENERAL FUND	PLANNING & ZONING	540.42
				TOTAL:	540.42
SHEETZ	6/27/24	COULTER FUEL 5/1-20/24	GENERAL FUND	PLANNING & ZONING	96.46
	6/27/24	ANDREWS FUEL 5/1/24 MFOA	GENERAL FUND	CITY HALL	17.14
	6/27/24	HOOD FUEL 5/2/24	GENERAL FUND	POLICE DEPARTMENT	51.25
	6/27/24	LANCASTER FUEL 5/13/24	GENERAL FUND	POLICE DEPARTMENT	50.06
	6/27/24	BLACK FUEL 4/29/24	GENERAL FUND	POLICE DEPARTMENT	44.33
	6/27/24	HUTCHERSON FUEL 4/29-5/29/	GENERAL FUND	POLICE DEPARTMENT	531.07
	6/27/24	ROBERTS FUEL 5/8-28/24	GENERAL FUND	POLICE DEPARTMENT	89.01
	6/27/24	PALMER FUEL 5/1-26/24	GENERAL FUND	POLICE DEPARTMENT	264.34
	6/27/24	JENKINS FUEL 5/3-19/24	GENERAL FUND	POLICE DEPARTMENT	223.99
	6/27/24	SIGULINSKY FUEL 4/30-5/7/2	GENERAL FUND	POLICE DEPARTMENT	116.75
	6/27/24	HARDER FUEL 5/1-22/24	GENERAL FUND	STREETS & TRANSPORT	533.08
	6/27/24	COSTELLO FUEL 5/6/24	GENERAL FUND	STREETS & TRANSPORT	56.00
	6/27/24	PIERSON FUEL 4/29-5/3/24	GENERAL FUND	STREETS & TRANSPORT	296.28
	6/27/24	C SILVEOUS FUEL 5/1-22/24	GENERAL FUND	STREETS & TRANSPORT	317.74
	6/27/24	DIX FUEL 5/13-29/24	GENERAL FUND	STREETS & TRANSPORT	177.80
	6/27/24	W SILVEOUS FUEL 5/3-29/24	GENERAL FUND	STREETS & TRANSPORT	290.12
	6/27/24	MCCLURE FUEL 5/13/24	CONVENTION & VISIT	Convention Visitor Bur	48.56
				TOTAL:	3,203.98
SHERWIN-WILLIAMS	6/27/24	CH BLD DOORS PAINT X1	GENERAL FUND	CITY HALL	69.43
	6/27/24	STREET PAINT X6	GENERAL FUND	STREETS & TRANSPORT	89.34
	6/27/24	MF TICKET BOOTH PAINT X1	PARKS & RECREATION	Parks & Recreation	67.56
				TOTAL:	226.33
SIGNIFY NORTH AMERICA CORPORATION	6/04/24	REISSUE STALE CHECKS	CAPITAL IMPROVEMEN	STREETS - PUBLIC WORKS	715.00
	6/04/24	REISSUE STALE CHECKS	CAPITAL IMPROVEMEN	STREETS - PUBLIC WORKS	19,825.00
	6/04/24	REISSUE STALE CHECKS	CAPITAL IMPROVEMEN	STREETS - PUBLIC WORKS	60,577.00
	6/04/24	REISSUE STALE CHECKS	CAPITAL IMPROVEMEN	STREETS - PUBLIC WORKS	7,100.00
	6/04/24	REISSUE STALE CHECKS	CAPITAL IMPROVEMEN	STREETS - PUBLIC WORKS	3,550.00
				TOTAL:	91,767.00
SOCIAL CONNECTION MARKETING	6/27/24	CVB APP/WEB MAINT APR 24	CONVENTION & VISIT	Convention Visitor Bur	2,000.00
	6/27/24	CVB RF/CS '24 VIDEO	CONVENTION & VISIT	Convention Visitor Bur	1,500.00
	6/27/24	CVB FACEBK AD MAY 24	CONVENTION & VISIT	Convention Visitor Bur	1,802.55
	6/27/24	CVB APP/FACEBK MAINT MAY 2	CONVENTION & VISIT	Convention Visitor Bur	1,500.00
	6/27/24	CVB APP/FACEBK MAINT MAY 2	CONVENTION & VISIT	Convention Visitor Bur	500.00
				TOTAL:	7,302.55

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
SPECIALTY BUSINESS SUPPLIES	6/27/24	BUS CARDS CD X250& PC X250	GENERAL FUND	PLANNING & ZONING	50.00
	6/27/24	BUS CARDS CD X250& PC X250	GENERAL FUND	CITY HALL	50.00
				TOTAL:	100.00
STAPLES ADVANTAGE	6/27/24	P&R OFFICE CHAIR	PARKS & RECREATION	Parks & Recreation	142.03
				TOTAL:	142.03
SUNOCO	6/27/24	LYNCH FUEL 4/30/24	GENERAL FUND	POLICE DEPARTMENT	39.20
	6/27/24	JENKINS FUEL 5/15/24	GENERAL FUND	POLICE DEPARTMENT	60.22
	6/27/24	WHITE FUEL 4/30-5/28/24	GENERAL FUND	STREETS & TRANSPORT	247.60
	6/27/24	COSTELLO FUEL 5/7/24	GENERAL FUND	STREETS & TRANSPORT	29.90
	6/27/24	DIX FUEL 5/13/24	GENERAL FUND	STREETS & TRANSPORT	143.00
	6/27/24	R HAWKINS FUEL #5 5/10/24	GENERAL FUND	STREETS & TRANSPORT	60.00
	6/27/24	R HAWKINS FUEL 5/22/24	GENERAL FUND	STREETS & TRANSPORT	50.12
				TOTAL:	630.04
SUPERIOR AUTO BODY LLC	6/27/24	PD #23 REPAIR INS DEDUCTIB	GENERAL FUND	POLICE DEPARTMENT	1,000.00
				TOTAL:	1,000.00
SUPERIOR LAUNDRIES INC.	6/04/24	PD & PW MATS 5/1/24	GENERAL FUND	POLICE DEPARTMENT	22.41
	6/04/24	PD & PW MATS 5/8/24	GENERAL FUND	POLICE DEPARTMENT	22.41
	6/04/24	PD & PW MATS 5/15/24	GENERAL FUND	POLICE DEPARTMENT	22.41
	6/04/24	PD & PW MATS 5/22/24	GENERAL FUND	POLICE DEPARTMENT	22.41
	6/04/24	PD & PW MATS 5/29/24	GENERAL FUND	POLICE DEPARTMENT	22.41
	6/04/24	PD & PW MATS 5/1/24	GENERAL FUND	STREETS & TRANSPORT	15.27
	6/04/24	PD & PW MATS 5/8/24	GENERAL FUND	STREETS & TRANSPORT	15.27
	6/04/24	PD & PW MATS 5/15/24	GENERAL FUND	STREETS & TRANSPORT	15.27
	6/04/24	PD & PW MATS 5/22/24	GENERAL FUND	STREETS & TRANSPORT	15.27
	6/04/24	PD & PW MATS 5/29/24	GENERAL FUND	STREETS & TRANSPORT	15.27
				TOTAL:	188.40
TEK ADVISORS LLC	6/04/24	COMP MAINT MAY 24	GENERAL FUND	CITY HALL	380.00
	6/04/24	COMP MAINT MAY 24	GENERAL FUND	CITY HALL	6,670.55
	6/04/24	COMP MAINT MAY 24	GENERAL FUND	POLICE DEPARTMENT	285.00
				TOTAL:	7,335.55
TENNIS EXPRESS	6/27/24	TENNIS BALLS X2 CASES	PARKS & RECREATION	Parks & Recreation	192.70
				TOTAL:	192.70
THE JOURNAL	6/27/24	P&R YARD SALE 9/8/23 AD	PARKS & RECREATION	Parks & Recreation	40.00
	6/27/24	P&R YARD SALE 8/31/23 AD	PARKS & RECREATION	Parks & Recreation	96.00
	6/27/24	P&R BINGO 9/3/23 AD	PARKS & RECREATION	Parks & Recreation	55.00
	6/27/24	P&R YARD SALE 11/15/23 AD	PARKS & RECREATION	Parks & Recreation	85.00
	6/27/24	P&R BINGO 11/12/23 AD	PARKS & RECREATION	Parks & Recreation	55.00
	6/27/24	P&R BINGO 5/8/24 AD	PARKS & RECREATION	Parks & Recreation	55.00
	6/27/24	P&R YARD SALE 5/19/24 AD	PARKS & RECREATION	Parks & Recreation	182.28
	6/27/24	CVB TREE LIGHTING '23 AD	CONVENTION & VISIT	Convention Visitor Bur	399.00
	6/27/24	CVB 52 FUN THINGS AD 4/28/	CONVENTION & VISIT	Convention Visitor Bur	1,050.00
				TOTAL:	2,017.28
TIMOTHY P. STRANKO, ESQ	6/04/24	LEGAL RETAINER JUNE 2024	GENERAL FUND	CITY HALL	4,500.00
				TOTAL:	4,500.00
TRACTOR SUPPLY	6/27/24	PW 1/4 RD KIT X1	GENERAL FUND	STREETS & TRANSPORT	19.99
	6/27/24	PW BEE SPRAY X1	GENERAL FUND	STREETS & TRANSPORT	19.99
	6/27/24	PW PRESSURE WASHER	GENERAL FUND	STREETS & TRANSPORT	403.57

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	6/27/24	PWQ WATER X4	GENERAL FUND	STREETS & TRANSPORT	21.96
				TOTAL:	465.51
TRAVELERS INSURANCE	6/04/24	DP BOND 6/15/24-6/14/25	GENERAL FUND	MAYOR'S OFFICE	100.00
				TOTAL:	100.00
TROPHIES "R" US, INC.	6/27/24	MFD PLAQUE X1	GENERAL FUND	CITY HALL	27.95
	6/27/24	RF/CS '24 TROPHIES	CONVENTION & VISIT	Convention Visitor Bur	1,146.35
				TOTAL:	1,174.30
TRUIST MERCHANT SERVICES	6/17/24	MAY2024PD OFFLINE CC FEES	GENERAL FUND	CITY HALL	295.40
				TOTAL:	295.40
TYLER TECHNOLOGIES	6/04/24	PCI SV FEE 6/1/24-9/30/24	GENERAL FUND	CITY HALL	60.00
	6/04/24	EX TIME 6/1/24-5/31/25	GENERAL FUND	CITY HALL	3,262.35
	6/13/24	PCI SF 7/1/24-9/30/24 X3	GENERAL FUND	CITY HALL	135.00
	6/12/24	PAYROLL/EXTIME TUTORING	GENERAL FUND	CITY HALL	800.00
				TOTAL:	4,257.35
UNITED WAY OF THE EASTERN PANHANDLE	6/04/24	MAY 24 TEEN CRT FEES REMI	GENERAL FUND	POLICE DEPARTMENT	760.00
				TOTAL:	760.00
US BANK	6/17/24	MAY2024 P-CARD STMT PYMT	GENERAL FUND	NON-DEPARTMENTAL	47,980.00
				TOTAL:	47,980.00
USI INSURANCE SERVICES, LLC	6/27/24	CYBER LIAB POLIC 7/1/24-7/	GENERAL FUND	CITY HALL	4,505.00
				TOTAL:	4,505.00
WALMART	6/27/24	MFAD CERT FRAMES X 6	GENERAL FUND	CITY HALL	16.28
	6/27/24	PD PT, TP, TRASHBAGS, COFF	GENERAL FUND	POLICE DEPARTMENT	119.35
	6/27/24	P&R FIRST AID KIT SUPPLIES	PARKS & RECREATION	Parks & Recreation	43.88
				TOTAL:	179.51
WEIS	6/27/24	SIGULINSKY FUEL 5/2-5/28/2	GENERAL FUND	POLICE DEPARTMENT	179.05
				TOTAL:	179.05
WEST VA MUNICIPAL LEAGUE	6/13/24	WVML 24-25 ANNUAL DUES	GENERAL FUND	CITY HALL	1,955.88
				TOTAL:	1,955.88
WEST VIRGINIA AMERICAN WATER	6/27/24	MF BLD WATER 3/6/-4/4/24	PARKS & RECREATION	Parks & Recreation	96.02
	6/27/24	MF BLD WATER 4/5-5/3/24	PARKS & RECREATION	Parks & Recreation	96.02
	6/27/24	MF IRRIGATION WATER 4/5-5/	PARKS & RECREATION	Parks & Recreation	304.45
				TOTAL:	496.49
WINCHESTER EQUIPMENT COMPANY	6/27/24	PW BELT(PART) X1	GENERAL FUND	STREETS & TRANSPORT	59.12
				TOTAL:	59.12
WV STATE TREASURER'S OFFICE	6/03/24	MAY2024 COURT FEE REMIT	GENERAL FUND	POLICE DEPARTMENT	5,356.00
				TOTAL:	5,356.00
WYNDHAM HOTELS AND RESORTS	6/27/24	BA MFOA LODGING 5/1-3/24	GENERAL FUND	CITY HALL	190.18
				TOTAL:	190.18

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
**PAYROLL EXPENSES	6/01/2024 - 6/30/2024		GENERAL FUND	MAYOR'S OFFICE	1,000.00
			GENERAL FUND	CITY COUNCIL	5,000.04
			GENERAL FUND	CITY ADMINISTRATION	14,387.07
			GENERAL FUND	POLICE JUDGE'S OFFICE	1,900.00
			GENERAL FUND	PLANNING & ZONING	26,117.11
			GENERAL FUND	CITY HALL	17,391.75
			GENERAL FUND	POLICE DEPARTMENT	122,931.20
			GENERAL FUND	POLICE SPECIAL DUTY	900.00
			GENERAL FUND	STREETS & TRANSPORT	46,053.90
			PARKS & RECREATION	Parks & Recreation	11,782.73
			CONVENTION & VISIT	Convention Visitor Bur	7,969.70
				TOTAL:	255,433.50

========== FUND TOTALS ==========	
001 GENERAL FUND	688,366.95
201 CAPITAL IMPROVEMENT	128,174.25
900 PARKS & RECREATION	22,070.96
901 CONVENTION & VISITORS	24,076.30
903 DEVELOPMENT BONDS	4,500.00
GRAND TOTAL:	867,188.46

TOTAL PAGES: 14

SELECTION CRITERIA

SELECTION OPTIONS

VENDOR SET: 01-City of Ranson, WV
VENDOR: All
CLASSIFICATION: All
BANK CODE: All
ITEM DATE: 0/00/0000 THRU 99/99/9999
ITEM AMOUNT: 99,999,999.00CR THRU 99,999,999.00
GL POST DATE: 0/00/0000 THRU 99/99/9999
CHECK DATE: 6/01/2024 THRU 6/30/2024

PAYROLL SELECTION

PAYROLL EXPENSES: YES
EXPENSE TYPE: GROSS
CHECK DATE: 6/01/2024 THRU 6/30/2024

PRINT OPTIONS

PRINT DATE: Check Date
SEQUENCE: By Vendor Sort
DESCRIPTION: Item
GL ACCTS: NO
REPORT TITLE: C O U N C I L R E P O R T
SIGNATURE LINES: 0

PACKET OPTIONS

INCLUDE REFUNDS: YES
INCLUDE OPEN ITEM:NO

FY 2024
General Fund Budget
Jun-24

	Current Budget as of 5-21-2024	Year to Date	Budget Balance	% of Budget Received
FY23 Carryover Fund Balance	*2,015,058*	*2,015,058*	-	100%
	-			
Revenue Summary	-			
Taxes	5,017,964	5,098,341	80,377	102%
Fines & Forfeitures	400,000	403,381	3,381	101%
Licenses & Permits	610,000	722,522	112,522	118%
Charges for Services	116,500	110,137	(6,363)	95%
Intergovernmental	4,067,745	4,112,105	44,360	101%
Miscellaneous	70,000	86,381	16,381	123%
Total Revenues	***12,297,267***	***12,547,924***	***250,657***	***102%***
Expenditure Summary				
Mayor's Office	15,060	13,018	2,042	86%
City Council	66,800	64,665	2,135	97%
City Administrator	527,940	395,180	132,760	75%
Police Judge's Office	34,300	29,641	4,659	86%
Contribution to Commissions	1,118,658	856,047	262,611	77%
Regional Development Authority	4,445	4,445	-	0%
Planning & Zoning	1,027,000	810,282	216,718	79%
City Hall	1,226,500	983,579	242,921	80%
Contribution/Transfer	1,500,000	1,500,000	-	100%
Contingency	783,817	-	783,817	0%
Police Department	2,630,500	2,332,634	297,866	89%
Police Special Duty	24,200	20,646	3,554	85%
Streets Department	1,279,960	1,104,305	175,655	86%
Street Lights	105,000	105,755	(755)	101%
Parks & Recreation	300,000	309,189	(9,189)	103%
Convention & Visitor's Bureau	300,000	309,190	(9,190)	103%
975 General Government Capital Outlay	1,353,087	-	1,353,087	
Total Expenditures	***12,297,267***	***8,838,576***	***3,458,690***	***72%***
Revenue Over Expenses		***3,709,347***		

FY 2024 General Fund Budget Revenues

Account Number	*Description*	*Current Budget as of 05-21-2024*	*FY2024 Q1*	*FY2024 Q2*	*FY2024 Q3*	*April 2024*	*May 2024*	*June 2024*	*FY2024 Q4*	*Year to Date*	*Budget Balance*	*% of Budget Received*
	FY23 Carryover Fund Balance	2,015,058	2,015,058	-	-	-			-	2,015,058	-	100%
001.301.100.100	Ad Valorem Tax Current Year	1,560,864	605,811	372,249	451,421	73,073	29,075	98,291	200,439	1,629,919	(69,055)	104%
001.303.100.100	Gas and Oil Severance Tax Current Year	55,600	-	55,538	-	-	-	-	-	55,538	62	100%
001.304.100.100	Utility Tax	225,000	34,236	67,648	73,641	19,307	26,626	18,264	64,197	239,722	(14,722)	107%
001.305.100.103	B&O Tax	2,500,000	36,338	769,483	818,272	589,461	287,945	50,896	928,301	2,552,394	(52,394)	102%
001.306.100.100	Wine and Liquor Tax	75,000	-	19,831	20,926	20,769	-	-	20,769	61,527	13,473	82%
001.307.100.100	Animal Tax	1,500	813	289	54	11	3	43	57	1,212	288	81%
001.308.100.100	Hotel/Motel Tax	600,000	113,671	172,056	130,851	57,978	58,203	25,271	141,451	558,030	41,970	93%
001.320.100.100	Fines, Fees, and Court Costs	400,000	100,931	100,469	111,519	31,379	30,323	28,410	90,112	403,031	(3,031)	101%
001.321.100.100	Parking Tickets	-	75	20	90	20	30	115	165	350	(350)	0%
001.325.100.100	Business Licenses	15,000	6,977	1,518	1,415	613	510	13,997	15,120	25,029	(10,029)	167%
001.326.100.100	Building Permits	475,000	87,108	156,731	101,510	48,655	37,603	109,971	196,229	541,577	(66,577)	114%
001.326.102.100	U&O Permits	-	2,400	7,600	5,950	1,900	2,200	3,400	7,500	23,450	(23,450)	0%
001.328.100.100	Franchise Tax	45,000	-	12,942	12,716	-	12,696	-	12,696	38,355	6,645	85%
001.329.100.100	Rental Registration	5,000	1,000	940	2,040	180	340	300	820	4,800	200	96%
001.330.100.100	IRP Fees	70,000	23,020	16,825	16,746	10,516	11,692	10,512	32,720	89,311	(19,311)	128%
001.335.100.100	Private Liquor Club Fees	6,500	2,455	3,475	190	-	-	-	-	6,120	380	94%
001.350.200.100	Refuse Collection	-	-	-	-	-	-	-	-	-	-	0%
001.353.100.111	Planning Commission Fees	110,000	98	53,376	40,965	2,229	7,350	-	9,579	104,017	5,983	95%
001.365.100.100	Federal Grants	-	45,844	-	-	-	-	-	-	45,844	(45,844)	0%
001.366.100.100	State Grants	-	-	-	-	-	-	-	-	-	-	0%
001.369.100.100	Contributions from Other Funds (Sales Tax)	1,700,000	-	850,000	-	850,000	-	-	850,000	1,700,000	-	100%
001.369.100.200	Contributions from Other Funds (ARPA Revenue Loss Allowance XFR)	2,327,745	2,327,745	-	-	-	-	-	-	2,327,745	-	100%
001.374.100.100	Payroll Reimbursement	40,000	6,107	12,862	10,588	4,682	2,207	2,070	8,959	38,516	1,484	96%
001.380.100.100	Interest Gained on Investments	30,000	5,074	9,546	8,624	2,926	3,384	3,104	9,414	32,658	(2,658)	109%
001.382.100.100	Refunds & Rebates	15,000	1,495	4,858	9,395	626	1,483		2,109	17,857	(2,857)	119%
001.383.100.100	Sale of Fixed Asset	5,000	-	-	4,689	-			-	4,689	311	94%
001.386.100.100	Insurance Claim	10,000	(159)	1,251	5,406	-	2,500	10,729	13,229	19,726	(9,726)	0%
001.389.100.100	Accident Reports	5,000	1,420	1,160	660	420	300	260	980	4,220	780	84%
001.389.101.100	Criminal Reports	-	100	40	20	20	20	-	40	200	(200)	0%
001.399.100.100	Miscellaneous	5,000	1,419	170	3,116	82	148	1,500	1,730	6,435	(1,435)	129%
001.399.102.100	Yard Sale Fees	-	135	25	10	10	55	80	145	315	(315)	0%
001.399.103.100	Fingerprint Fee	-	50	100	80	25	15	10	50	280	(280)	0%
	Total Revenues	***12,297,267***	***5,419,220***	***2,691,000***	***1,830,893***	***1,714,880***	***514,708***	***377,223***	***2,606,811***	***12,547,924***	***(250,657)***	**102%**

FY 2024 General Fund Budget Expenditures

Account Number	Description	Current Budget as of 5-21-2024	FY2024 Q1	FY2024 Q2	FY2024 Q3	April 2024	May 2024	June 2024	FY2024 Q4	Year-to-date	Budget Balance	Percent of Budget Expended
409 - Mayor's Office												
001.409.101.000	Mayor Salary	12,000	3,000	3,000	3,000	1,000	1,000	1,000	3,000	12,000	-	100%
001.409.104.000	Mayor FICA	960	230	230	230	77	77	77	230	918	42	96%
001.409.214.000	Mayor Travel	2,000	-	-	-		-		-	-	2,000	0%
001.409.226.000	Mayor Insurance Bonds	100	-	-	-		100		100	100	-	100%
	Total	15,060	***3,230***	***3,230***	***3,230***	***1,077***	***1,177***	***1,077***	***3,330***	***13,018***	***2,042***	***86%***
410 - City Council												
001.410.101.000	City Council Salary	60,000	15,000	15,000	15,000	5,000	5,000	5,000	15,000	60,000	(0)	100%
001.410.104.000	City Council FICA	4,800	1,148	1,148	1,148	383	383	383	1,148	4,590	210	96%
001.410.214.000	City Council Travel	2,000	-	-	-	75	-	-	75	75	1,925	4%
001.410.226.000	City Council Insurance Bonds	-	-	-	-	-	-	-	-	-	-	0%
	Total	66,800	**16,148**	**16,148**	**16,148**	**5,457**	**5,383**	**5,383**	**16,222**	**64,665**	**2,135**	**97%**
412 - City Administration Office												
001.412.103.000	City Administration Salary (2 FT employees)	238,000	49,676	65,287	50,370	14,387	14,387	14,387	43,161	208,495	29,505	88%
001.412.104.000	City Administration FICA	19,440	3,974	4,044	4,022	1,149	1,149	1,149	3,446	15,486	3,954	80%
001.412.105.000	City Administration Insurance	55,000	8,644	9,217	8,920	2,701	2,951	2,936	8,588	35,368	19,632	64%
001.412.106.000	City Administration Retirement	25,000	4,709	4,595	5,036	1,439	1,439	1,439	4,316	18,656	6,344	75%
001.412.108.000	City Administration Overtime	5,000	31	2,472	-	-	-	-	-	2,504	2,496	50%
001.412.214.000	City Administration Travel	5,000	924	-	-	-	-	-	-	924	4,076	18%
001.412.221.000	City Administration Training	2,000	210	-	79	149	-	-	149	438	1,562	22%
001.412.222.000	City Administration Dues and Subscriptions	3,500	610	-	621	141	21	-	163	1,394	2,106	40%
001.412.223.000	City Administration Professional Services	120,000	40,061	35,205	567	189	189	-	378	76,211	43,789	64%
001.412.226.000	City Administration Insurance and Bonds	-	-	-	-	-	-	-	-	-	-	0%
001.412.341.000	City Administration Supplies and Materials	6,000	320	2,234	751	179	39	-	218	3,523	2,477	59%
001.412.343.000	City Administration Gas Oil Tires	1,000	109	-	13	-	-	-	-	122	878	12%
001.412.353.000	City Administration Computer Software	48,000	-	31,511	550	-	-	-	-	32,061	15,939	67%
	Total	527,940	***109,269***	***154,565***	***70,927***	***20,334***	***20,175***	***19,911***	***60,419***	***395,180***	***132,760***	***75%***
416 - Police Judge's Office		-										
001.416.103.000	Police Judge Salary (2 Mags; 1 Prosecutor)	25,000	5,700	6,512	5,700	1,900	1,900	1,900	5,700	23,612	1,388	94%
001.416.104.000	Police Judge FICA	2,000	436	498	436	145	145	145	436	1,806	194	90%
001.416.223.000	Police Judge Professional Services	7,000	-	-	-	-	-	4,123	4,123	4,123	2,878	59%
001.416.226.000	Police Judge Insurance and Bonds	300	-	-	100	-	-	-	-	100	200	33%
	Total	34,300	***6,136***	***7,010***	***6,236***	***2,045***	***2,045***	***6,168***	***10,259***	***29,641***	***4,659***	**86%**

FY 2024 General Fund Budget Expenditures

Account Number	*Description*	*Current Budget as of 5-21-2024*	*FY2024 Q1*	*FY2024 Q2*	*FY2024 Q3*	*April 2024*	*May 2024*	*June 2024*	*FY2024 Q4*	*Year-to-date*	*Budget Balance*	*Percent of Budget Expended*
424 - Contributions		-										
001.424.568.000	Contributions - Dispersed	-	-	-	-	-	-		-	-	-	
	Region 9 Planning & Development Council	-	-	-	-	-	-		-	-	-	
	PANTRAN	15,000	-	-	-	-	-	15,000	15,000	15,000	-	100%
	Independent Fire Dept	14,000	-	-	-	-	-	14,000	14,000	14,000	-	100%
	Citizen Fire Dept.	9,000	-	-	-	-	-	9,000	9,000	9,000	-	100%
	2023 Ranson Community Distribution Program	975,658	361,595	290,175	-	70,000	-	-	70,000	721,770	253,888	74%
	Mini-Grant Program	100,000	-	-	-	3,500	44,277	48,500	96,277	96,277	3,723	96%
	Community Sponsorship	5,000	-	-	-	-	-	-	-	-	5,000	0%
	Total	1,118,658	***361,595***	***290,175***	***-***	***73,500***	***44,277***	***86,500***	***204,277***	***856,047***	***262,611***	***77%***
435 - Regional Development Authority		-										
001.435.222.000	Region 9 Planning & Development Council	4,445	4,445	-	-	-	-	-	-	4,445	***0***	100%
437 - Planning and Zoning		-										
001.437.103.000	Planning & Zoning Salary (6 FT employees)	473,000	107,246	79,610	90,976	25,426	25,432	25,426	76,283	354,116	118,884	75%
001.437.104.000	Planning and Zoning FICA	35,000	8,427	6,269	7,021	2,008	2,006	2,059	6,072	27,789	7,211	79%
001.437.105.000	Planning and Zoning Insurance	93,000	13,983	13,212	5,233	4,994	5,390	5,390	15,773	59,080	33,920	64%
001.437.106.000	Planning and Zoning Retirement	47,000	8,602	6,709	7,912	2,260	2,261	2,260	6,782	30,004	16,996	64%
001.437.108.000	Planning and Zoning Overtime/Extra Help	5,000	270	-	13	26	-	691	717	1,000	4,000	20%
001.437.214.000	Planning and Zoning Travel	3,000	363	-	126	-		-	-	489	2,511	16%
001.437.217.000	Planning and Zoning Vehicle Repair	1,000	-	-	-	-	-	-	-	-	1,000	0%
001.437.220.000	Planning and Zoning Legal Publications	4,000	503	537	604	203	84	-	287	1,930	2,070	48%
001.437.221.000	Planning and Zoning Training	6,500	2,547	581	655	439	71		510	4,293	2,207	66%
001.437.222.000	Planning & Zoning Dues and Subscriptions	1,500	75	-	270	-	-		-	345	1,155	23%
001.437.223.000	Planning and Zoning Professional Services	325,000	52,928	77,410	98,901	36,539	25,325	25,473	87,336	316,575	8,425	97%
001.437.230.001	Planning and Zoning Contracted Services	1,000	106	74	-	-	-	-	-	181	819	18%
001.437.238.000	Planning and Zoning Refund of Deposits	7,500	310	-	185	-	-	120	120	615	6,885	8%
001.437.341.000	Planning and Zoning Supplies and Materials	10,000	597	1,263	2,098	1,675	90	-	1,765	5,722	4,278	57%
001.437.343.000	Planning and Zoning Gas, Oil, Tires	2,500	541	175	263	42	96	-	139	1,118	1,382	45%
001.437.353.000	Planning and Zoning Computer Software	12,000	2,162	1,621	1,621	-	1,081	540	1,621	7,025	4,975	59%
	Total	***1,027,000***	***198,660***	***187,460***	***226,756***	***73,611***	***61,836***	***61,959***	***197,406***	***810,282***	***216,718***	***79%***

FY 2024 General Fund Budget Expenditures

Account Number	*Description*	*Current Budget as of 5-21-2024*	*FY2024 Q1*	*FY2024 Q2*	*FY2024 Q3*	*April 2024*	*May 2024*	*June 2024*	*FY2024 Q4*	*Year-to-date*	*Budget Balance*	*Percent of Budget Expended*
440 - City Hall		-										
001.440.103.000	City Hall Salary (4 FT employees)	270,000	52,275	51,007	77,948	19,086	24,513	17,305	60,904	242,134	27,866	90%
001.440.104.000	City Hall FICA	21,000	5,067	4,085	5,588	1,518	1,933	1,372	4,823	19,563	1,437	93%
001.440.105.000	City Hall Insurance	53,000	8,577	8,540	11,081	3,437	3,642	2,455	9,534	37,732	15,268	71%
001.440.106.000	City Hall Retirement	25,000	4,406	4,358	5,953	1,715	1,602	1,271	4,587	19,304	5,696	77%
001.440.108.000	City Hall Overtime / Extra Help	1,000	-	208	-	-	-	87	87	294	706	29%
001.440.211.000	City Hall Telephone	32,500	5,168	5,095	5,726	1,477	1,478	2,454	5,409	21,396	11,104	66%
001.440.213.000	City Hall Utilities	20,000	3,046	4,329	5,902	1,406	886	-	2,292	15,568	4,432	78%
001.440.214.000	City Hall Travel	1,500	-	385	-	133	190	-	323	707	793	47%
001.440.215.000	City Hall Maintenance / Repair Building	13,000	1,088	2,298	5,301	601	372	-	973	9,659	3,341	74%
001.440.217.000	City Hall Vehicle Repair	-	-	-	-	-	-	-	-	-	-	#DIV/0!
001.440.218.000	City Hall Postage / Meter	8,000	2,265	1,595	1,469	513	10	1,156	1,679	7,010	990	88%
001.440.219.000	City Hall Building and Equipment Rents	14,000	3,632	3,136	2,692	986	774	352	2,112	11,571	2,429	83%
001.440.220.000	City Hall Advertising / Legal Publications	6,000	409	717	279	421	37	-	458	1,862	4,138	31%
001.440.221.000	City Hall Training	3,500	1,846	-	150	80	65	-	145	2,141	1,360	61%
001.440.222.000	City Hall Dues and Subscriptions	3,500	2,081	-	-	-	-	125	125	2,206	1,294	63%
001.440.223.000	City Hall Professional Services	100,000	16,500	30,014	22,274	5,972	5,500	4,500	15,972	84,760	15,240	85%
001.440.224.000	City Hall Audit Costs	50,000	-	8,994	-	-	-	-	-	8,994	41,007	18%
001.440.226.000	City Hall Insurance and Bonds (Travelers)	265,000	112,697	80,205	60,336	-	-	4,505	4,505	257,742	7,258	97%
001.440.230.000	City Hall Contracted Services	165,000	25,212	32,023	36,378	12,539	10,322	7,206	30,067	123,679	41,321	75%
001.440.232.000	City Hall Bank Charges	55,000	7,911	11,678	11,986	5,484	4,593	3,932	14,010	45,584	9,416	83%
001.440.236.000	City Hall Refunds	2,000	278	-	-	-	-	-	-	278	1,722	14%
001.440.341.000	City Hall Supplies and Materials	15,000	4,577	1,891	1,335	1,746	656	-	2,402	10,205	4,795	68%
001.440.343.000	City Hall Oil, Gas & Tires	500	138	123	-	-	42	-	42	303	197	61%
001.440.353.000	City Hall Computer Software	100,000	33,354	8,500	101	-	8,547	9,229	17,776	59,731	40,269	60%
001.440.570.000	City Hall Miscellaneous Fees	2,000	907	-	-	-	247	-	247	1,154	846	58%
	Total	***1,226,500***	***291,434***	***259,178***	***254,496***	***57,114***	***65,409***	***55,948***	***178,471***	***983,579***	***242,921***	***80%***

FY 2024 General Fund Budget Expenditures

Account Number	Description	Current Budget as of 5-21-2024	FY2024 Q1	FY2024 Q2	FY2024 Q3	April 2024	May 2024	June 2024	FY2024 Q4	Year-to-date	Budget Balance	Percent of Budget Expended
444 - Contributions to Other Funds		-										
001.444.000.000	Contributions to Others Funds	-										
	Municipal Capital Improvement	1,500,000	-	750,000	-	750,000	-	-	750,000	1,500,000	-	100%
	Total	***1,500,000***	***-***	***750,000***	***-***	***750,000***	***-***	***-***	***750,000***	***1,500,000***	***-***	***100%***
699 - Contingencies		-										
001.699.000.000	Contingencies	783,817	-	-	-	-	-	-	-	-	783,817	0%
	Total	***783,817***	***-***	***-***	***-***	***-***	***-***	***-***	***-***	***-***	***783,817***	***0%***
700 - Police		-										
001.700.103.000	Police Salary (21 FT employees)	1,470,000	348,952	323,729	367,218	107,753	103,483	110,533	321,769	1,361,668	108,332	93%
001.700.104.000	Police FICA	131,000	31,694	29,090	34,390	8,586	8,540	10,260	27,386	122,559	8,441	94%
001.700.105.000	Police Insurance	308,550	72,694	66,784	68,638	22,166	24,063	25,238	71,467	279,582	28,968	91%
001.700.106.000	Police Retirement	140,000	32,134	29,196	33,849	9,775	9,869	10,141	29,784	124,964	15,036	89%
001.700.108.000	Police Overtime / Extra Help	200,000	52,243	43,485	63,951	3,028	3,583	12,399	19,010	178,689	21,311	89%
001.700.211.000	Police Telephone	11,500	1,107	788	1,639	328	325	883	1,536	5,070	6,430	44%
001.700.213.000	Police Utilities	20,000	3,035	4,044	4,293	1,163	2,448	707	4,318	15,691	4,309	78%
001.700.214.000	Police Travel	7,500	1,138	-	-	-	-	-	-	1,138	6,362	15%
001.700.215.000	Police Maintenance / Repair Building	2,500	-	50	-	-	217	-	217	267	2,233	11%
001.700.216.000	Police Maintenance / Repair Equipment	2,000	-	-	-	-	-	-	-	-	2,000	0%
001.700.217.000	Police Vehicle Maintenance	25,000	2,117	575	2,480	500	1,286	-	1,786	6,958	18,042	28%
001.700.218.000	Police Postage	1,000	21	36	173	-	136	-	136	366	634	37%
001.700.219.000	Police Building and Equipment Rents	6,000	1,176	1,086	1,132	382	382	382	1,145	4,540	1,460	76%
001.700.220.000	Police Advertising / Legal Publication	1,250	-	-	-	-	-	-	-	-	1,250	0%
001.700.221.000	Police Training	10,000	3,604	1,179	-	-	-	380	380	5,163	4,837	52%
001.700.222.000	Police Dues and Subscriptions	2,000	100	240	717	-	-	-	-	1,057	943	53%
001.700.223.000	Police Professional Services	5,000	-	-	-	-	-	-	-	-	5,000	0%
001.700.226.000	Police Insurance and Bonds	200	-	-	-	-	-	-	-	-	200	0%
001.700.230.000	Police Contracted Services	40,000	7,585	2,451	8,177	14,743	1,384	482	16,609	34,821	5,179	87%
001.700.233.000	Police Investigation Fees	1,000	-	-	-	-	-	-	-	-	1,000	0%
001.700.235.000	Police Remittance of Fees Collected	110,000	23,708	24,283	24,264	7,785	6,704	11,189	25,678	97,933	12,067	89%
001.700.236.000	Police Refunds	1,000	-	-	-	-	-	-	-	-	1,000	0%
001.700.341.000	Police Supplies and Materials	35,000	8,890	6,121	6,186	2,556	1,169	114	3,839	25,036	9,964	72%
001.700.343.000	Police Gas Oil Tires	57,500	12,653	13,549	12,044	5,045	4,567	583	10,195	48,441	9,059	84%
001.700.345.000	Police Uniforms	12,500	731	600	856	2,194	2,831	-	5,025	7,212	5,288	58%
001.700.353.000	Police Software	30,000	11,478	-	-	-	-	-	-	11,478	18,522	38%
	Total	***2,630,500***	***615,059***	***547,286***	***630,007***	***186,004***	***170,988***	***183,289***	***540,281***	***2,332,634***	***297,866***	***89%***
704 - Crossing Guards		-										
001.704.103.000	Crossing Guards Salary (5 PT Employees)	22,500	2,225	6,629	6,338	1,138	1,950	900	3,988	19,179	3,321	85%
001.704.104.000	Crossing Guards FICA	1,600	170	507	485	87	149	69	305	1,467	133	92%
001.704.570.000	Crossing Guards Misc.	100	-	-	-	-	-	-	-	-	100	0%
	Total	***24,200***	***2,395***	***7,136***	***6,822***	***1,225***	***2,099***	***969***	***4,293***	***20,646***	***3,554***	***85%***
750 - Streets		-										
001.750.103.000	Streets Salary (9 FT employees)	587,000	145,844	132,851	150,130	42,894	42,894	42,925	128,714	557,539	29,461	95%
001.750.104.000	Streets FICA	48,160	11,489	10,777	12,083	3,362	3,369	3,599	10,329	44,678	3,482	93%
001.750.105.000	Streets Insurance	165,000	40,296	39,207	37,282	11,431	12,216	12,216	35,863	152,647	12,353	93%
001.750.106.000	Streets Retirement	54,000	13,490	11,452	13,885	3,967	3,967	3,970	11,905	50,733	3,267	94%
001.750.108.000	Streets Overtime / Extra Help	15,000	1,280	3,658	4,358	68	152	3,128	3,349	12,644	2,356	84%
001.750.211.000	Streets Telephone	7,500	1,173	448	1,122	149	149	707	1,006	3,748	3,752	50%
001.750.213.000	Streets Utilities	10,000	1,722	2,029	3,210	671	561	-	1,232	8,193	1,807	82%
001.750.214.000	Streets Travel	4,000	-	-	-	-	-	-	-	-	4,000	0%
001.750.215.000	Streets Maintenance / Repair Building	3,000	-	370	-	649	258	-	908	1,278	1,723	43%
001.750.216.000	Streets Maintenance / Repair Equipment	15,000	5,855	256	1,655	-	735	-	735	8,502	6,498	57%
001.750.217.000	Streets Maintenance / Repair Vehicles	25,000	892	563	1,507	1,557	211	-	1,768	4,729	20,271	19%
001.750.219.000	Streets Building and Equipment Rents	7,500	608	420	404	578	141	246	965	2,397	5,103	32%
001.750.221.000	Streets Training	5,000	-	21	298	-	-	-	-	319	4,681	6%

FY 2024 General Fund Budget Expenditures

Account Number	*Description*	*Current Budget as of 5-21-2024*	*FY2024 Q1*	*FY2024 Q2*	*FY2024 Q3*	*April 2024*	*May 2024*	*June 2024*	*FY2024 Q4*	*Year-to-date*	*Budget Balance*	*Percent of Budget Expended*
001.750.222.000	Streets Dues	500	-	-	-	92	-	-	92	92	408	18%
001.750.223.000	Streets Professional Services	500	-	-	-	-	-	-	-	-	500	0%
001.750.226.000	Streets Insurance and Bonds	300	-	-	250	-	-	-	-	250	50	83%
001.750.230.000	Streets Contracted Services	200,000	62,617	38,770	51,150	9,059	11,364	9,320	29,744	182,280	17,720	91%
001.750.341.000	Streets Supplies and Materials	80,000	8,340	7,553	15,113	4,959	3,774	255	8,988	39,994	40,006	50%
001.750.343.000	Streets Gas Oil Tires	40,000	6,501	5,078	5,473	5,026	2,687	-	7,713	24,766	15,234	62%
001.750.345.000	Streets Uniforms	5,000	236	772	2,802	412	1,324		1,736	5,546	(546)	111%
001.750.353.000	Streets Software	7,500	-	-	3,274	-	695	-	695	3,969	3,531	53%
	Total	***1,279,960***	***300,342***	***254,226***	***303,995***	***84,876***	***84,498***	***76,368***	***245,742***	***1,104,305***	***175,655***	***86%***

FY 2024 General Fund Budget Expenditures

Account Number	*Description*	*Current Budget as of 5-21-2024*	*FY2024 Q1*	*FY2024 Q2*	*FY2024 Q3*	*April 2024*	*May 2024*	*June 2024*	*FY2024 Q4*	*Year-to-date*	*Budget Balance*	*Percent of Budget Expended*
751 - Street Lights		-										
001.751.213.000	Street Lights - Utilities	105,000	24,273	33,175	28,468	9,805	9,859	175	19,839	105,755	(755)	101%
	Total	***105,000***	***24,273***	***33,175***	***28,468***	***9,805***	***9,859***	***175***	***19,839***	***105,755***	***(755)***	**101%**
900 - Parks & Recreation		-										
001.900.568	Parks & Recreation Pass through Hotel Tax	300,000	87,010	86,028	65,426	28,989	29,101	12,635	70,726	309,189	(9,189)	103%
	Total	***300,000***	***87,010***	***86,028***	***65,426***	***28,989***	***29,101***	***12,635***	***70,726***	***309,189***	**(9,189)**	***103%***
901 - Convention & Visitors Bureau (CVB)		-										
001.901.568	CVB Pass through Hotel Tax	300,000	87,010	86,029	65,426	28,989	29,101	12,635	70,726	309,190	(9,190)	103%
	Total	***300,000***	***87,010***	***86,029***	***65,426***	***28,989***	***29,101***	***12,635***	***70,726***	***309,190***	**(9,190)**	***103%***
975 - General Government		-										
001.975.566.000	*Contributions/Transfers to Other Funds	1,353,087	-	-	-	-			-	-	1,353,087	0%
	Total	1,353,087	**-**	**-**		**-**	**-**	**-**		**-**	***1,353,087***	***0%***
	Total Expenses	***12,297,267***	***2,107,004***	***2,681,646***	***1,677,937***	***1,323,027***	***525,948***	***523,015***	***2,371,990***	***8,838,576***	***3,458,691***	***72%***
	Revenue Over Expenses		***3,312,216***	***9,354***	***152,956***	***391,854***	***(11,240)***	***(145,792)***	***234,821***	***3,709,347***		

CITY OF RANSON
CAPITAL FUND BUDGET
FY2024

	FY2024 APPROVED BUDGET 05-21-2024	FY2024 Q1	FY2024 Q2	FY2024 Q3	APRIL 2024	MAY 2024	JUNE 2024	FY2024 Q4	YEAR TO DATE	Budget Balance
Carryover Balance	7,065,261	7,065,261	-	-	-	-	-	-	7,065,261	-
201.348.100 Special Assessments - Sidewalk Funds	-	4,950	2,250	2,700	-	-	-	-	9,900	(9,900)
201.350.100 City Service Fees	275,000	30,000	71,000	75,389	58,000	34,000	86,000	178,000	354,389	(79,389)
201.365.100 Grants	-	-	-	-	-	-	-	-	-	-
201.365.200 Fairfax Blvd. Reimbursement	-	-	-	-	-	-	-	-	-	-
201.369.100 Contributions from Other Funds	1,500,000	-	750,000	-	750,000	-	-	750,000	1,500,000	-
201.376.000 Table Games Income	190,000	36,917	48,049	50,233	20,688	18,003	16,480	55,171	190,370	(370)
201.380.100 Interest Income	75,000	22,230	20,834	22,002	7,975	8,688	8,596	25,259	90,325	(15,325)
201.381.200 Demo Reimbursements	-	(3,840)	-	-	-	-	-	-	(3,840)	3,840
201.381.100 Capital Reimbursements	-	-	-	-	-	3,639	-	3,639	3,639	(3,639)
201.397.100 Video Lottery Income	575,000	50,836	179,054	218,476	64,418	63,778	77,888	206,084	654,450	(79,450)
TOTAL REVENUES	***9,680,261***	***7,206,354***	***1,071,186***	***368,800***	***901,081***	***128,108***	***188,964***	***1,218,153***	***9,864,494***	***(184,233)***
EXPENDITURES										
201 Misc Fees										
Bank Charges	150	35	38	48	17	18	16	52	173	(23)
201.975.459 GENERAL GOVERNMENT CAPITAL EXPENSES										
Computer Replacement Program (201-975.459.001)	100,000	-	-	14,431	7,751	4,136	9,557	21,444	35,874	64,126
Condemnation of Properties (201-975.459.002)	25,000	5,100	5,700	-	-	-	-	-	10,800	14,200
Total - General Government	*125,150*	*5,135*	*5,738*	*14,479*	*7,768*	*4,154*	*9,574*	*21,495*	*46,847*	*78,303*
201.976.459 PUBLIC SAFETY CAPITAL EXPENSES										
3 Patrol Vehicles (201-976.459.001)	129,000	-	129,234	-	-	-	-	-	129,234	(234)
Equipment for Patrol Vehicles (201-976.459.002)	75,000	44,458	1,671	-	-	-	-	-	46,130	28,870
Two In-Car Camera Systems (201-976.459.002)	20,000	19,726	-	-	-	-	-	-	19,726	274
Three CAD units (201-976.459.002)	5,000	-	-	-	-	-	-	-	-	5,000
E-Ticketing (201-976.459.003)	5,000	-	-	973	-	-	-	-	973	4,027
Radios (201-976.459.003)	10,000	-	-	-	-	-	-	-	-	10,000
Radars (201-976.459.003)	2,000	-	-	-	-	-	-	-	-	2,000
Tasers (201-976.459.003)	10,000	-	-	-	-	-	-	-	-	10,000
License Plate Reader (201-976.459.004)	20,000	-	19,777	-	-	-	-	-	19,777	223
Total - Public Safety	*276,000*	*64,184*	*150,682*	*973*	-	-	-	-	*215,840*	*60,160*
201.977.459 STREET & TRANSPORTATION CAPITAL EXPENSES										
Street Construction & Repairs										
5th Avenue Streetscape (201-977.459.016)	1,100,000	-	-	-	-	-	-	-	-	1,100,000
Fairfax Boulevard (Phase III) (201-977.459.017)	75,000	2,087	-	-	-	-	-	-	2,087	72,913
16th Avenue Roadway Design (201-977.459.015)	50,000	34,157	2,228	-	-	-	-	-	36,385	13,615
Stormwater Engineering/Repairs										

CITY OF RANSON
CAPITAL FUND BUDGET
FY2024

	FY2024 APPROVED BUDGET 05-21-2024	FY2024 Q1	FY2024 Q2	FY2024 Q3	APRIL 2024	MAY 2024	JUNE 2024	FY2024 Q4	YEAR TO DATE	Budget Balance
Stormwater Management/Engineering (Mildred) - Design (201-977.459.012)	200,000	-	-	92,211	-	-	33,068	33,068	125,279	74,721
Stormwater Management/Engineering (Mildred) Phase 1 (201-977.459.012)	1,200,000	-	-	-	-	-	-	-	-	1,200,000
Miscellaneous Other Capital Projects										
City Hall Roof (201-977.459.011)	205,000	-	116,350	-	12,070	58,695	-	70,765	187,115	17,885
Foundry Remediation, Planning and Engineering (201-977.459.014)	35,000	4,327	228	2,085	-	1,325	-	1,325	7,966	27,034
Trifecta Place (201-977.459.013)	1,100,000	-	-	-	-	-	-	-	-	1,100,000
PW Capital Budget Items										
Street Preservation (Asphalt Overlay) (201-977.459.001)	350,000	-	262,411	-	-	-	-	-	262,411	87,589
Alley Construction & Preservation (201-977.459.002)	100,000	7,125	1,800	-	-	-	1,500	1,500	10,425	89,575
Sidewalk & Curb Replacement (201-977.459.003)	75,000	-	-	-	-	-	-	-	-	75,000
Street Design/Engineering (201-977.459.004)	100,000	-	-	-	-	-	-	-	-	100,000
Street Light Replacement (201-977.459.005)	75,000	18,430	(91,767)	7,556	-	-	91,767	91,767	25,986	49,014
Sweeper Truck (201-977.459.008)	250,000	-	-	217,228	485	-	-	485	217,713	32,287
Equipment (201-977.459.009)	125,000	-	-	125,000	485	-	-	485	125,485	(485)
Loader/Skid Steer Attachments (201-977.459.009)	11,000	-	2,624	-	-	-	-	-	2,624	8,376
Brine Tank System (201-977.459.010)	10,000	-	-	-	-	6,400	-	6,400	*6,400*	3,600
Improvement to Public Works Yard (201-977.459.010)	494,500	5,500	54,044	337	-	-	-	-	59,881	434,619
Total - Streets & Transportation	*5,555,500*	*71,626*	*347,917*	*444,418*	*13,040*	*66,420*	*126,335*	*205,795*	*1,069,755*	*4,485,745*
201.979.459 PARKS & RECREATION CAPITAL EXPENSES										
Civic Center Improvements (201-979.459.001)	50,000	12,327	-	-	-	-	-	-	12,327	37,673
Flowing Springs Park (201-979.459.008)	700,000	735	739	9,900	4,240	18,950	-	23,190	34,564	665,436
Marcus Fields Improvements (201-979.459.002)	100,000	-	-	-	-	-	-	-	-	100,000
Total - Parks & Recreation	*850,000*	*13,062*	*739*	*9,900*	*4,240*	*18,950*	*-*	*23,190*	*46,891*	*803,109*
Contingencies	2,873,461	-	-	-	-	-	-	-	-	2,873,461
TOTAL EXPENSES	***6,806,650***	***154,008***	***505,076***	***469,770***	***25,048***	***89,524***	***135,908***	***250,480***	***1,379,333***	***5,427,317***
REVENUES OVER EXPENSES	***2,873,611***	***7,052,347***	***566,110***	***(100,970)***	***876,033***	***38,585***	***53,056***	***967,673***	***8,485,160***	

City of Ranson

Bank Account Balance as of 06/30/2024

Revised 07/12/2024

Account	Fund	Cash Balance as of 03/31/2024	Cash Balance as of 06/30/2024	Near Term Expenditures	Unrestricted Funds	Restricted Funds	Comments
General Fund Operating Checking	General	$ 3,599,596	$ 3,699,175	$ 3,699,175	$ -	$ -	*General fund for operations; assumes complete draw down in near-term.*
Coal Severance Checking	Coal Severance	$ 315,895	$ 324,333	$ -	$ -	$ 324,333	*Special revenue fund used for select expenses, specifically snow removal expenses.*
Muni Stabilization Checking	Residual	$ 1,780,848	$ 1,796,144	$ -	$ 1,796,144	$ -	*Savings account/emergency fund for the city. No planned expenditures.*
DOJ Checking	Investigative Services	$ 32,402	$ 33,793	$ -	$ -	$ 33,793	*Funds restricted for limited police activities per DOJ guidelines.*
DOT Checking	Investigative Services	$ 104	$ 105	$ -	$ -	$ 105	*Funds restricted for limited police activities per DOT guidelines.*
Police Forfeiture Checking	Investigative Services	$ 50,932	$ 55,403	$ -	$ -	$ 55,403	*Funds restricted for training or equipment for LEO per Forfeiture guidelines.*
Opioid Settlement Fund Checking	Opioid Settlement	$ -	$ 16,122	$ -	$ -	$ 16,122	*Special revenue fund used for select expenses associated with WV First Foundation, specifically abating opioid impact.*
Sales & Use Tax Checking	Sales Tax	$ 3,486,854	$ 3,178,759	$ 1,800,000	$ 1,378,759	$ -	*$1.8 Million budgeted XFR to the General Fund in FY25 to fund operational expenses; first half XFR scheduled Sep2024*
American Rescue Plan Checking	ARPA	$ 8,515	$ 8,589	$ -	$ 8,589	$ -	*Funds from the 2021 American Rescue Plan Act; full cash balance as of 7/31/2023 $2.327M transferred to General Fund on 9/8/2023 to execute the Standard Allowance Revenue Loss Replacement election Council made in 2022. Balance is banking interest generated since 6/30/2024.*
CARES Grant Checking	CARES	$ 1,062,785	$ 1,071,913	$ -	$ 1,071,913	$ -	*Checking Account set up to hold CARES grant funding rcvd in 2020; staff looking into if funds should be held in separate bank account and restricted fund, or if funds should be reallocated to General Fund; recommend closing FY22&FY23 audits out, then set fund to inactive and XFR funds back to Operating account.*
Municipal Capital Checking	Capital	$ 6,967,532	$ 7,556,889	$ 5,427,317	$ -	$ 2,129,572	*Near term expenditures for capital projects approved in FY24 CIP budget (minus capital expenses already paid as of 06/30/2024); remaining balance restricted to Capital Projects.*
Video Lottery Checking	Capital	$ 625,795	$ 893,535	$ -	$ -	$ 893,535	*Account dedicated to holding Lottery & Gaming Funds distributed by the state; funding received is restricted for capital improvement expenses - balance at close of fiscal year will be XFRd to Capital Fund to be used for future capital projects.*
Building Commission Checking	Building Commission	$ 319	$ 322	$ -	$ 322	$ -	*Account typically used to cover debt obligations (none outstanding as of November 2022)*

Development Bond Checking	Bond Escrow	$ 33,186	$ 39,484	$ 31,462	$ 8,022	$ -	*Account is used to deposit funds from developers and held until projects are completed. Near Term xcpenditure is bonds payable to developers; unrestricted $ is accrued interest the City keeps.*
Totals for City Accounts		$ 17,964,765	$ 18,674,566	$ 10,957,954	$ 4,263,750	$ 3,452,862	
Component Unit Accounts							
Parks & Rec Operating Checking	Board of Parks & Rec	$ 852,172	$ 875,076	$ 875,076	$ -	$ -	*Account to fund P&R operations; assumes complete draw down in near-term for ongoing expenditures.*
CVB Operating Checking	CVB	$ 247,185	$ 228,310	$ 228,310	$ -	$ -	*Account to fund CVB operations; assumes complete draw down in near-term for ongoing expenditures.*
CVB Capital Checking	CVB	$ 386,725	$ 355,696	$ -	$ -	$ 355,696	*Restricted account holding funds for future CVB Capital purchases/projects. ***Reimbursed CVB Operating Acct for message board purchases in FY24*
Totals for Component Accounts		$ 1,486,082	$ 1,459,082	$ 1,103,386	$ -	$ 355,696	
Totals for all Ranson Accounts		**$ 19,450,847**	**$ 20,133,648**	**$ 12,061,340**	**$ 4,263,750**	**$ 3,808,558**	

AGENDA ITEM IV.5

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: NEW BUSINESS

AGENDA SECTION: **CITY MANAGER/STAFF REPORTS**

SUBJECT:

Staff has provided June Status Report for Ranson Convention and Visitor Bureau.

ATTACHMENTS:

DIRECTOR'S REPORT.docx

RANSON
WV
CONVENTION AND VISITORS BUREAU

JUNE'S DIRECTOR'S REPORT

- Festival and Car Show held on Saturday, June 1, 2024. An update will follow once we close out month end.
- Attended CVB Board Meeting 6/24/24
- Met with Bre to discuss budget revisions
- Attended the Directors Meeting
- Met with Jefferson County Parks & Recs to discuss the upcoming fireworks, which is being held on Saturday, June 29th. The event was cancelled due to the weather and rescheduled to Sunday, June 30th.
- Opened the visitors center for the Food Drive for church. The church gave out food in the visitors parking lot from 10am to 1pm.
- Called all media vendors for invoices so we can close for June.
- Meeting with WV Breeders Classics
- Conference call with Liz Cook to discuss holiday projects.
- Met with Randy and Bill to discuss the city banners.
- Meeting with Todd to discuss transition
- Reached out to 4 vendors to provide quotes for new city banners.
- Met with American Legion to discuss additional military banners for November.
- Meeting with Ron, Joyce, Debbie and Rob Payne to discuss upcoming event, Ranson Retro and yard sale on August 10th.
- Meeting with Bob and Bre to discuss the Fall Fest, October 18th being held at the civic center.
- Conference call with Kevin Breeden in reference to the video for the Lost History Trail.
- Reached out to 3 vendors to provide quotes for an iceless ice-skating rink for Tree Lighting.
- Working on the following projects:
  Fall Fest – Friday, October 18th
  Tree Lighting – Saturday, November 30th
  Charles Town/Ranson Christmas Parade – Saturday, December 7th
  Pizza w/ Santa – Saturday, December 14

  Letters to Santa – begins November 30th to December 21st.
  Light the Cities - ???

RANSON
WV
CONVENTION AND
VISITORS BUREAU

AGENDA ITEM IV.6

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: NEW BUSINESS

AGENDA SECTION: **CITY MANAGER/STAFF REPORTS**

SUBJECT:

The City Manager will present a report addressing matters of relevance to the City Council. Council action is not anticipated or requested on these matters.

ATTACHMENTS:

AGENDA ITEM VII.1

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: NEW BUSINESS

AGENDA SECTION: **COUNCIL BUSINESS**

SUBJECT:

Subsequent to the Council's affirmative action on the first reading of the subject ordinance, but before second and final consideration, the City Council has scheduled a public hearing. This hearing provides an opportunity for community members to voice their opinions and engage with the Council regarding the proposed rezoning.

ATTACHMENTS:

Legal Notice for Rezoning Jefferson Orchards 7022024.docx

LEGAL NOTICE
PUBLIC HEARING NOTICE
CITY OF RANSON

The Ranson City Council will hold a public hearing on Tuesday, July 16, 2024, at 7 pm at Ranson City Hall, 312 S. Mildred Street, Ranson, WV. The purpose of the public hearing is to accept public comments on a petition of Jefferson Orchards Inc.'s Petition to Rezone a 194.98+/- acre parcel located near Granny Smith Lane, Ranson, WV identified on Jefferson County, WV Tax map number 12, parcel 1, from smartCode, New Community to Industrial Zoning.

Copies of the proposed zoning amendment are available upon request from the Community Development Department. All persons are invited to attend and make comments about the proposed amendment. If you cannot attend but wish to comment, you may write to the following address prior to July 15, 2024: City of Ranson, Attn: cityclerk@ansonwv.us 312 S. Mildred Street, Ranson, WV 25438 or cityclerk@ransonwv.us. Written comments received prior to July 15, 2024, will be provided to the Planning Commission, and inserted into the official record.

AGENDA ITEM VII.2

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: NEW BUSINESS

AGENDA SECTION: **COUNCIL BUSINESS**

SUBJECT:

Jefferson Orchard Inc. has petitioned the City of Ranson to rezone the specified parcel from SmartCode New Community to Industrial Zoning. The Ranson Planning Commission has found this request to be consistent with the currently adopted Comprehensive Plan and has forwarded the action to the City Council for consideration. The first reading of this ordinance was approved during the June 18 meeting. After further consideration, the City Council is now asked to consider adoption and enactment of this ordinance.

ATTACHMENTS:

Jefferson Orchards Rezoning CC Ordinance 2nd Reading.docx
Jeff_Orchards_Rezoning_Recommendation___Planning__.pdf
Jefferson_Orchard_App-_Zoning_Map.pdf
Jefferson_Orchard_Rezoning_App.pdf

Ordinance 2024-359: Consideration of Jefferson Orchard Inc.'s Petition to Rezone a 194.98 +/- Acre Parcel Located Near Granny Smith Lane, Ranson, WV, Identified on Jefferson County, WV Tax Map Number 12, Parcel 1, from SmartCode, New Community to Industrial Zoning

AN ORDINANCE to amend the official Zoning Map of the City of Ranson, West Virginia, rezoning a 194.98 +/- acre parcel located near Granny Smith Lane, identified on Jefferson County Tax Map Number 12, Parcel 1 from SmartCode New Community (SC-NC) to Industrial.

WHEREAS, West Virginia Code § 8A-7-8 and § 8A-7-9 authorize the Ranson City Council to amend zoning ordinances;

WHEREAS, Jefferson Orchard Inc. submitted a rezoning petition on April 29, 2024 requesting this action;

WHEREAS, the Ranson Planning Commission, during its June 3, 2024 meeting, found the application and request consistent with the currently adopted Comprehensive Plan and recommended approval;

NOW, THEREFORE, BE IT ENACTED AND ORDAINED by the Council of the City of Ranson, West Virginia:

Section 1. The official Zoning Map of the City of Ranson is hereby amended to designate a 194.98 +/- acre parcel located near Granny Smith Lane, identified on Jefferson County Tax Map Number 12, Parcel 1, as having an Industrial Zoning Designation.

Section 2. City staff is directed to update the official zoning map to reflect this amendment.

Section 3. This ordinance shall be effective upon passage.

First Reading: June 18, 2024

Public Hearing: July 16, 2024

Second Reading: July 16, 2024

_____

Keith D. Pierson
Mayor

ATTEST:

_____

Darla Armstrong
City Clerk

City of Ranson

312 South Mildred Street
Ranson, West Virginia 25438-1621
Phone (304) 725-1010 Fax (304) 728-8579

Rezoning Application

City of Ranson
Planning and Zoning Department

Recommended June 3, 2024

President of Planning Commission

Member of Planning Commission

Submittal Date: 04-29-2021	Development District:_____
Official Submittal:_____ (Staff Use Only)	Fee Paid: $ 6,600.00 (194 Acres) Rezoning Request: $1,000 plus $100 per acre for first ten (10) acres, then $25.00 per acre thereafter. Proffer Amendments: $1,000 flat fee
Taken By:_____	Payment Type: Check
Project Number:_____	

JEFFERSON ORCHARDS

APPLICATION FOR ZONING MAP AMENDMENT

CITY OF RANSON
WEST VIRGINIA

April 29, 2024

Prepared By:
INTEGRITY FEDERAL SERVICES

Prepared For:
JEFFERSON ORCHARDS INC.

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Part 2 Property Information

Part 3 Proposed Uses

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Part 5 Development Controls

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SUPPLEMENTAL INFORMATION

Exhibit 1 – Existing Conditions

Exhibit 2 – Existing Land Use & Zoning

Exhibit 3 – Boundary Exhibit

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Part 1 – Executive Summary

Jefferson Orchards seeks rezoning for its approximately 194-acre tract of real Property (as further described in this Application, the "Property") rezoned. The proposed rezoning would replace the current Smart Code zoning with the recently amended Industrial zoning classification.

On April 9th, 2024, the Ranson City Council voted to adopt a resolution amending Chapter 19 Zoning, Section 2 Definitions, and Section 11 - Industrial District of the Ranson Municipal Code. This amendment removed heavy industrial development and uses in favor of light industrial development.

The requested rezoning is both consistent with Ranson's Comprehensive Plan, which acknowledges the importance of employment-based development to the City, and is in the best interest of the City and its citizens.

Legal Basis for Rezoning. The Ranson Municipal Code provides that "[b]efore amending the zoning ordinance, the city council with the advice of the planning commission, must find that the amendment *is consistent with the adopted comprehensive plan*".[1] Jefferson Orchards' rezoning request meets this determinative criteria, it is fully consistent with Ranson's newly-adopted 2024-2034 Comprehensive Plan. The Comprehensive Plan repeatedly calls for the Property to be designated for "Large Parcel Mixed Use" development, a category that includes light industry, logistics, warehousing and data centers—all uses permitted under Ranson's newly-revised (and heavy-industry-free) industrial zoning ordinance.

It is clear that the current Comprehensive Plan is consistent with Jefferson Orchards' requested rezoning designation. Ranson will benefit both economically and socially from the development of the Property as permitted under the revised industrial zoning ordinance. Such development will result in a significant increase in tax revenues to the city. It will also provide citizens with local job opportunities.

History. In 2012, the Property (then consisting of approximately 400 acres of land), became one of the initial Smart Code rezonings, completed with the adoption of Ranson's then new zoning ordinance. The rezoning sought to foster development of the Property as a mixed-use employment center with a special industrial district on the western side of the Property.[2]

While the mixed-use portion of the project was heavily marketed by Jefferson Orchards at material cost and time investment, only the land located in the special industrial district zone of the Property proved of market interest, with a portion of that land being sold to and developed by Rockwool, Inc.

Market Analysis. The industrial acquisition and development of the Rockwool facility, and subsequent marketing efforts by Jefferson Orchards provide clear indication that the Property is best suited as a dedicated employment hub. Among other considerations, West Virginia has funded significant road and utility infrastructure improvements benefiting the Property's use as an employment-based hub. That development may take various forms. The Property is suitable for the development of multiple smaller sites, like the Burr Industrial Park, or by a single large use.

[1] *See* City of Ranson Municipal Code §19-19(c)(1) (https://library.municode.com/wv/ranson/codes/code_of_ordinances?nodeId=PTIITHCO_CH19ZO_S19-19AM).

[2] That portion of the original Property is not part of this Application.

Part 1 – Executive Summary (Continued)

Zoning District Assessment. Prior to the preparation of this Application, Jefferson Orchards completed an evaluation of the existing zoning districts in Ranson. The intent of the review was to find the best district for employment-based uses with limited commercial/retail activity or residential development. Below are the results of this evaluation.

A summary of Jefferson Orchards findings from its evaluation, which includes analysis of all non-residential Ranson zoning districts, is as follows:

1. **Smart Code (current zoning)** - does not permit the development of a large employment use; requires the development include residential and commercial uses on the Property.

2. **Highway Commercial (HC)** – the site is not well suited for commercial development and is not located on a highway. The zone does not permit most employment-based uses, such as light manufacturing.

   "The uses allowed in this district are primarily retail trade or service establishments dependent on the traffic volume or transportation access characteristics of highways and major thoroughfares."

3. **Industrial (I)** – the only non-residential zone available to the Property for development as an employment hub is the Industrial zone.

   "The intent of the industrial district zone is to provide for wholesale and warehousing uses as well as those industrial uses that include fabrication, artisanal manufacturing, assembly or processing of materials that are in refined form and that do not in their transformation create smoke, gas, odor, dust, noise, vibration of earth, soot or lighting to a degree that is offensive when measured at the property line of subject property."

The review of Ranson Zoning Ordinances and the strong development potential for the subject property as an employment hub clearly directs the applicant to request a zoning map amendment to rezone to the Industrial District.

Part 1 – Executive Summary (Continued)



Part 1 – Executive Summary (Continued)

The following sections of this Application further demonstrate that the proposed zoning map amendment aligns with the optimal utilization of the Property, offering significant benefits to the citizens of Ranson and Jefferson County.

Comprehensive Plan – As previously noted, the proposed zoning amendment is consistent with Ranson's newly adopted 2024-2034 Comprehensive Plan. As discussed in more detail in this application, the Plan proposes that the Property be designated as "Large Parcel Mixed Use", a designation that includes light-industrial manufacturing, distribution and warehousing.

Proposed Use – Employment-based development including light manufacturing, distribution, and other uses allowed in the recently amended Industrial District.

Benefit Analysis – At present, Ranson faces a shortage of appropriately zoned land for the establishment of employment-based uses. The proposed zoning map amendment is poised to stimulate economic expansion, generating employment opportunities for Ranson's residents and bolstering tax revenue for the City.

Transportation and Utilities – The Property benefits from access to essential public utilities including water, sanitary sewer, natural gas, electricity, and fiber optic connectivity. Notably, it stands out as one of the only parcels in all of Jefferson County equipped with all five utilities. Additionally, its strategic location is 1.0 mile away from the Route 9/Wiltshire Road interchange.

Public Health, Safety, Welfare – The proposed zoning map amendment does not pose a risk to these three considerations. Further, it protects and promotes Public Health, Safety and Welfare in the following ways:

- The property is served by public water and sewer through a regulated public utility. The site does not have any onsite wells and all wastewater is conveyed to the City of Charles Town for treatment.
- All development will be fully regulated by federal, state and local environmental laws.
- The zoning amendment does not include any provisions that would relax environmental standards or lead to increased pollution in low-income communities.
- Proximity to employment will directly benefit low-income communities who live within walking distance of job opportunities.

Conclusion. Jefferson Orchards application for a zoning map amendment to the Industrial Zone meets all standards required for approval. The Property is suitable for employment-based, is supported by existing infrastructure and does not negatively impact low-income communities. Industrial zoning aligns with the vision for economic growth, will be a significant revenue source for Ranson, and is supported by the newly adopted Comprehensive Plan.

Taking these factors into account and acknowledging the **importance of employment hub development outlined in the Comprehensive Plan**, Jefferson Orchards respectfully requests a zoning map amendment be approved by the City of Ranson.

Part 2 – Property Information

PARCEL DESCRIPTION

Property

DB 284 Page 460
City of Ranson (District 8), Tax Map 12, Parcel 1
194 Acres



Parcel Map

The Property is located on the north side of Veterans Memorial Parkway (Rt. 9) and the CSX railway. It is approximately 6 miles from Ranson City Hall, and 11 miles from the City of Martinsburg.

The parcel is predominantly comprised of open land, with a wooded area situated on the northern side of the Property and perimeter trees lining most parcel boundaries.



The buildings in the center of the property are old farm structures.

The parcel gradually slopes from west to east, with an approximate elevation change of 66 feet from the western edge to the eastern edge.

Historically and presently, the Property has been utilized for agricultural activities, including orchards and row crops.

There are no FEMA floodplains mapped on the parcel.

See Exhibit 1 – Existing Conditions

Topography

The Property features rolling topography, with its western edge elevated higher than the eastern portion. Small knolls dot the southern and northern areas of the Property. The highest point reaches an elevation of 594', while the lowest point sits at 528'. Slopes across the Property mostly remain under 10%.

See Exhibit 1 – Existing Conditions

Part 3 – Proposed Uses

The proposed zoning map amendment will allow the following uses:

1. Light manufacturing and distribution facilities as permitted by the zoning ordinance.
2. Development in a similar character to the Burr Industrial Park. The Burr Industrial Park has limited lots over 5 acres left for larger projects. Those lots can be provided on the Property. Uses at the Burr Industrial Park include light manufacturing, contractor yards, distribution, warehousing, etc.
3. Wholesale and warehousing uses
4. Industrial uses that include fabrication, artisanal manufacturing, assembly or processing of materials that are in refined form and that do not in their transformation create smoke, gas, odor, dust, noise, vibration of earth, soot or lighting to a degree that is offensive when measured at the property line of subject property.

It is expected that Jefferson Orchards will work closely with The City of Ranson and West Virginia to target employers who are seeking to locate in the eastern panhandle.

The amendment to Chapter 19 Zoning, Section 2 Definitions, and Section 11 - Industrial District of the Ranson Municipal Code significantly restricts heavy industrial uses in favor of low impact industrial development.

The Ranson Zoning Ordinance defines Industrial Use as follows:

"It is a category which provides for the location of industrial uses that are able to be performed in such a manner as to control the external effects of the process, such as smoke, noise, soot, dirt, vibration, odor, etc. Uses within this category, other than outside storage, shall be conducted within an enclosed building. Generally, industrial uses involve materials that have previously been prepared, or raw materials that do not need refining. These uses do not create a noticeable amount of noise, dust, odor, smoke, glare, or vibration outside of the building or on the site in which the activity takes place."

The proposed uses on the site could also include the following:

1. Buffer areas, open spaces and parks;
2. Stormwater management facilities;
3. Public roads and streetscape; and
4. Trails and pedestrian routes.

Part 4 – Benefit Analysis

The benefits of the proposed rezoning and subsequent development of the Property are of tantamount consideration. Those benefits are described below.

Employment and Investment

The Property is one of the few sites in Ranson/Jefferson County with access to all five (5) major utilities and proximity to the I-81 corridor. The Property will allow the City of Ranson to compete for economic opportunities that are seeking to locate in West Virginia or nearby regions. Currently, Ranson has few zoned locations that are attractive to large-scale employers and investment. The proposed zoning map amendment would be an integral part of Ranson's strategic plan to increase employment within its boundaries.

Taxes

The Property is currently assessed at a rate based on agricultural use. Thus, Property's the current assessed value is approximately $184,000. Developed parcels in the Burr Industrial Park have assessed land values of about $80,000 per acre. Based on that latter valuation the Property (once rezoned and developed) would be expected to have an increased assessed value for tax purposes of approximately $15.5 million and would become a significant source of tax revenue for Ranson.

Existing Infrastructure

Existing utility and transportation infrastructure support development of the Property. According to the Comprehensive Plan, the development of sites with existing infrastructure should be a strategic objective for the City of Ranson.

Rail

The Property is located along the CSX rail line. Locations with rail access are limited in Jefferson County as a whole. Rail access will increase the number of users that could potentially locate on the site.

Natural Gas

The Property would be the only undeveloped industrial location in Ranson that is served by natural gas. This energy source is critical to the development of many projects, including high tech manufacturing facilities that require a reliable power backup for uninterrupted operation. Because of the limited access to this key utility, many facilities currently choose to locate over the county line in Berkeley County, resulting in a loss of potential jobs and tax revenue not only for Ranson, but for Jefferson County as a whole.

Parcel Size

The large parcel size allows for the development of light industrial uses with large buffers to adjacent properties. It also allows for the Property to be developed in multiple configurations, facilitating the development of both large and small projects.

Part 5 – Development Controls

Jefferson Orchards acknowledges the potential public concern that another manufacturing facility, similar to the scope and intensity of use as the Rockwool facility, might be located on the Property.

This is not Jefferson Orchards' intent. Jefferson Orchards will continue to work with Ranson on regulatory controls that address public concerns related to the development of their property. The following performance standards have been adopted by Ranson.

Performance Standards

"All industrial district users shall conform to the following performance standards being compliance set forth and outlined regulations by the West Virginia Environmental Protection. Any violation of these standards is a violation of the Zoning Ordinance.

a. Noise or vibration. No noise or vibration, other than related to transportation activities and temporary construction work, shall be discernible without instruments at any point on a lot line of the building site.

b. Radioactivity. No activity shall result in the emission of radioactivity in any amounts.

c. Electrical disturbance. No activity shall cause electrical disturbance adversely affecting the operation of any equipment other than that of the creator of such disturbance.

d. Inflammable or explosive materials. No inflammable or explosive materials shall be produced, used, stored, or handled unless provided at all points with adequate safety devices and procedures against hazards of explosion and all equipment and devices for fire prevention and firefighting approved by the local Fire Department and or West Virginia Fire Marshall.

e. Air pollution. No air pollution or smoke shall be produced, which is in violation of the requirements of the West Virginia Department of Environmental Protection.

f. Glare or heat. No direct or sky-reflected glare or heat shall be produced which is discernible without instruments at any point on a lot line of the building site.

g. Odorous gases. No emission of any odorous gases or matter shall occur in quantities that are discernible without instruments at any point on a lot line of the building site.

h. Dust, dirt, or particulate matter. No discharge into the air of any dust, dirt or particulate matter shall occur from any activity or from any products stored on the building site that is discernible without instruments at any point on a lot line of the building site.

i. Liquid contaminants. No discharge into any public sewer, private sewage disposal system, stream, or into the ground of any liquid contaminants or materials of such nature or temperature which contaminates any water supply, interferes with bacterial processes and sewage treatment, or in any way causes the emission of dangerous or offensive materials shall occur.

j. Adjacency. Manufacturing uses in ID shall be subject to a 50-foot separation in place of the required setback. The separation shall be landscaped with shade trees, understory trees, and evergreen shrubbery to provide a visual and sound barrier."

Part 6 – Transportation and Utilities

Transportation

The Property is optimally positioned for development as a light industrial parcel and employment hub. The site is located approximately 1.0 mile from the Route 115/Route 9 interchange, 9.6 miles from I-81, and under 2 miles from the Berkeley County Line. The site's location within 2 miles of the Berkeley County line reduces the need for transportation infrastructure in Jefferson County and the impacts related to light industrial development.

Moreover, the Property's location ensures convenient access for employees, deliveries, and visitors without encroaching upon residential subdivisions or neighborhoods. Access to the Property from I-81 is facilitated via a 4-lane limited access highway.

Northport Boulevard, now fully constructed, offers ample capacity for the comprehensive development of the site. Anticipated site development will involve permitting through WVDOH, potentially including the preparation of traffic studies as part of the site plan process.

The Property is connected to the pedestrian/bike trail network connecting the City of Ranson and City of Martinsburg. This trail not only provides commuting options for employees/employers but also underscores how this zoning amendment will further facilitate the extension of Ranson's trail system.

A rail spur could be constructed to provide freight rail service to the Property.

Water and Sanitary Sewer

The utility design for the Rockwool facility included capacity to accommodate future development of the Property. Thus, the Property benefits from access to both public water and sanitary sewer utilities. These utilities possess adequate capacity for the site's development, developer upgrades may be necessary depending on specific user requirements.

Sanitary sewer services are provided by the Charles Town Utility Board, while potable water service is to be supplied by WV American Water.

Natural Gas

Natural gas is located on the property. The site is the *only* location in Ranson available for development that has natural gas.

Electrical

The Property benefits from an upgraded medium voltage power grid, with all electrical lines installed underground.

Fiber and Communications

The Property boasts high-speed fiber infrastructure, making it an ideal location for high-tech businesses.

Part 7 – Public Health, Safety, Welfare

The site will be developed in accordance with all applicable federal, state, and local requirements. The applicable standards protect the public health, safety and welfare of the community. The proposed rezoning of the site does not present any negative impact to the public.

The following benefits will be recognized.

1. Ranson citizens will be able to work in their community, increasing time available for volunteering and other public activities.
2. Traffic on Jefferson County roads will be decreased by offering Ranson residents the opportunity to work within proximity to their homes.
3. The development of high tech and well-paid jobs allow Ranson high school and college graduates to remain in their community while pursuing their career goals.
4. The development does not place any environmental burden on low-income residential communities. It is supported by the objectives of Environmental Justice.
5. Citizens of Ranson and Jefferson County have opportunities for input that will guide all projects during the preparation of development plans.

In addition to the above, offering businesses the opportunity to locate in Ranson provides the city control and input on the form and layout of developments. The City of Ranson has an engaged City Council and citizenry, and development within Ranson's city limits provides them the best opportunity to shape future growth.

As an example, Ranson has very limited input into the development of sites at the Burr Industrial Park, given its location outside the city limits.

Part 8 – Adjacent Lands

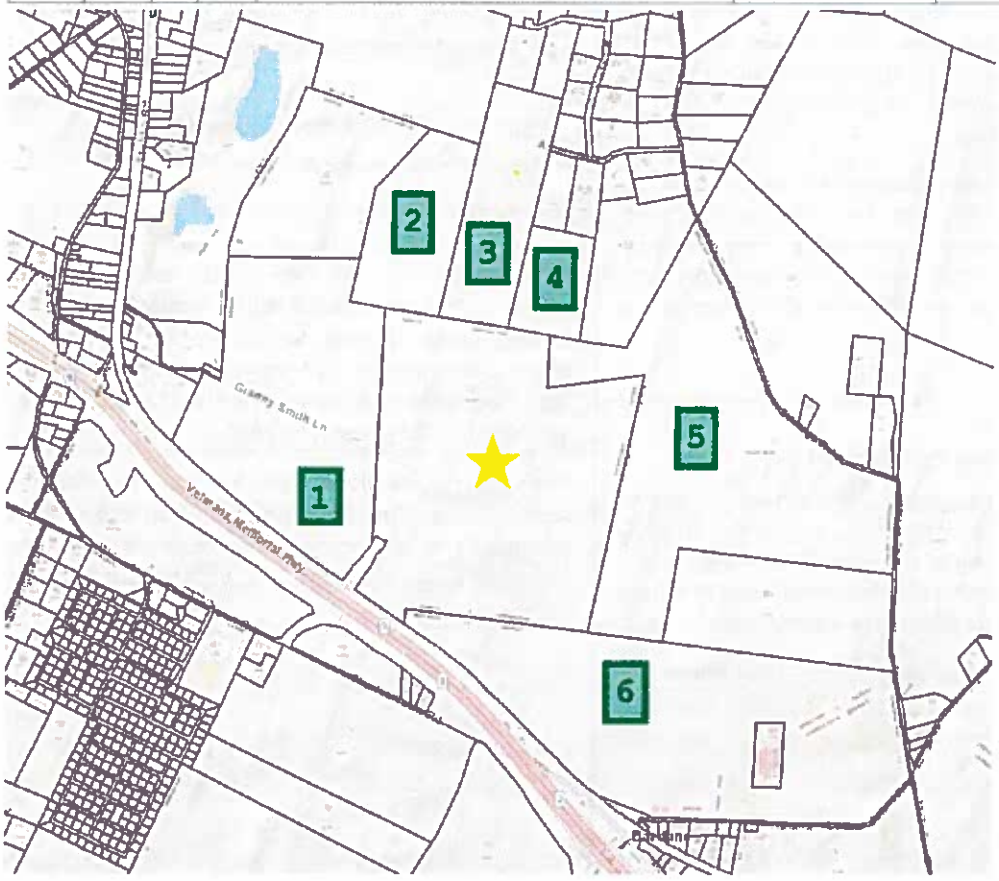
Much of the Property is adjacent to an existing industrial use and a major rail line. These high intensity uses will experience little or no impact from the development of the Property as an Industrial use.

The balance of the Property abuts 5 parcels that are zoned Light Industrial or Rural, and classified as active farms.

Adjacent Properties

- CSX trunk rail line
- WV Economic Development Authority – 136.45 acres, zoned Industrial, occupied by the Rockwool Manufacturing Facility.
- Jefferson Orchards – 44.06 acres, zoned Light Industrial. Tax assessment designates the parcel as an active farm. There is no farmhouse on the parcel.
- Barrat Property #1 – 46.37 acres, zoned Rural. Tax assessment designates the parcel as an active farm. The farmhouse is approximately 1,700' from the northern property line.
- Barrat Property #2 – 20.02 acres, zoned Rural. Tax assessment designates the parcel as an active farm. There is no farmhouse on the parcel.
- Adams Property – 182 acres, zoned Rural. Tax assessment designates the parcel as an active farm. The farmhouse is approximately 1,500' from the northern property line.
- Blue Property – 173 acres, zoned Rural. Tax assessment designates the parcel as an active farm. There is no farmhouse on the parcel.

Adjacent Property Information								
Ref. #	District	Map	Parcel	Adjacent Property Information	Zone	Use	Deed Book	Page
1	8	12	1.3	WV ECONOMIC DEVELOPMENT AUTHORITY	RANSON - SMART CODE	Industrial	1280	393
2	7	3	35	JEFFERSON ORCHARDS	JC - LIGHT INDUSTRIAL	Active Farm	1291	381
3	7	3	38.2	ROBERT E BARRAT	JC - RURAL	Active Farm	950	286
4	7	3	38.1	ROBERT BARRAT	JC - RURAL	Active Farm	553	346
5	7	4	27	WILLIAM ADAMS TRUSTEE	JC - RURAL	Active Farm	927	116
6	2	16	56	JAMES T BLUE AND SONS INC	JC - RURAL	Active Farm	573	257



Part 9 – Comprehensive Plan Compatibility

The 2024-2034 Ranson Comprehensive Plan supports the proposed zoning amendment through its text and the location of the Property within the North Preferred Development Area.

The guidance provided by the Comprehensive Plan must be used to evaluate the proposed zoning amendment. The clear guidance in the Comprehensive Plan is that it supports large employment-based uses on the Property that would be facilitated by the zoning amendment.

The Property is designated as Large Parcel Mixed-Use on the Future Land Use Map (FLUM).

The following citations are taken from the Ranson Comprehensive Plan.

Chapter 1 – Introduction

Ranson Vision

Despite the growth, over 80% of Ranson's workers commute to jobs outside of town. In survey responses, 31% of expressed the need for more local job opportunities.

The zoning map amendment creates the optimal location for light industrial, distribution, and other employment-based development. The rezoning of the Property to an Industrial Zone (with conditions discussed herein) will allow the development of those uses with no perceptible adverse impact on Ranson businesses or residents.

The site's context is ideally suited for development as light industrial, distribution and employment-based uses. The site is adjacent to an existing heavy industrial on its west side, the CSX trunk line to the south, light industrial and agriculture to the north and agriculture to the east.

Chapter 3 – Land Use

Future Land Use, Large Parcel Mixed Use

This category is designed to function as a regional commercial nucleus, attracting customers from a service area extending five miles or more... This category incorporates light industrial uses that are compatible with large format commercial uses.

The property's designation as Large Parcel Mixed Use on the Future Land Use Map indicates that the proposed amendment is supported by the Comprehensive Plan.

Chapter 3 – Land Use

Land Use Goals

Optimize Land Use to support efficient Transportation & Infrastructure.

The property fronts on Northport Boulevard and is 1.0 mile from the Route 9 interchange. Route 9 is a 4-lane divided highway that connects the property to I-81. Existing transportation infrastructure supports development of the Property and is an efficient use of existing roads.

The property is served by public water, sanitary sewer, electricity, fiber and natural gas. The proposed zoning amendment will optimize land zoning and is an efficient use of existing infrastructure.

Chapter 3 – Land Use

Land Use Actions

Consider Zoning Code Amendments: Introduce amendments allowing light industry while protecting against heavy industry pollution and updating the SmartCode to reflect current best practices in flexibility and ease of use.

The proposed zoning amendment will allow light industrial and protect against heavy industrial pollution.

Chapter 13 – Renewal, Development, & Finance

Preferred Development Areas

The northern section of Ranson, divided by WV-9, is a canvas of opportunity, primed with foundational infrastructure .... On the east, thanks to the infrastructural groundwork laid by Northpoint Avenue, Ranson stands poised to elevate its employment metrics. Focusing on light industries and warehousing here can result in a steady revenue stream, with the added benefit of generating jobs.

The Property is located in the Preferred Development Area - North. The Comprehensive Plan supports the proposed zoning amendment to Industrial to achieve the objectives of employment growth and increased revenue.



LEGEND

INTEGRITY
FEDERAL SERVICES

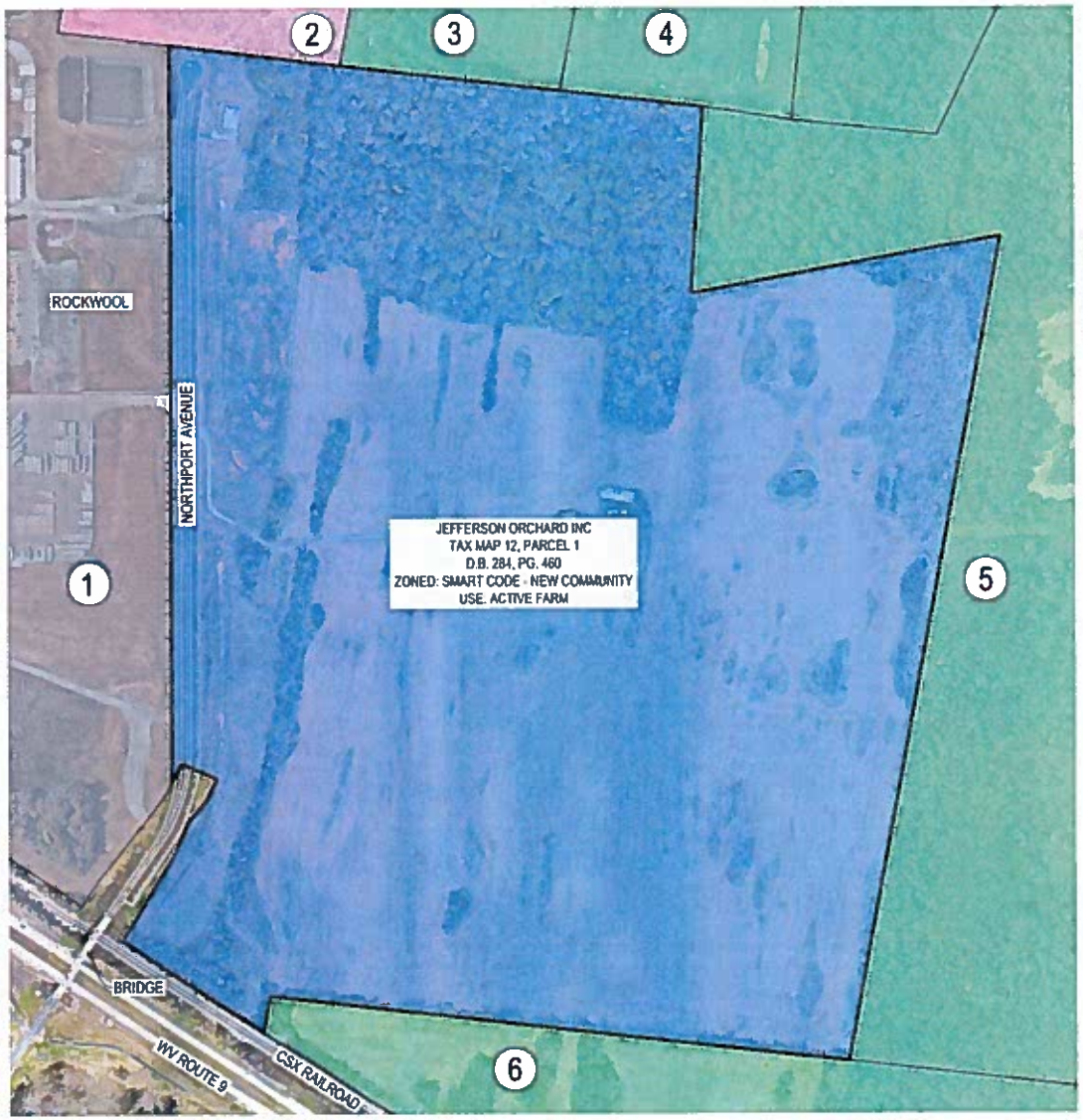
SEAL

EXHIBIT 1 - EXISTING CONDITIONS

JEFFERSON ORCHARDS
ZONING MAP AMENDMENT

TAX MAP 12 PARCEL 1 D.B. 284 PG. 480
RANSON CORP (08) TAX DISTRICT
RANSON, WEST VIRGINIA

SCALE HORIZ 1"=200' VERT
DATE APRIL 2024
JOB 2014-0004
DRAWN ABP CHECK MD
CADD 2014-0004 EXHIBIT 1 SHEET 1 OF 3
NCS N/A
SHEET 1 OF 3



LEGEND

BOUNDARY LINE

ADJACENT BOUNDARY LINE

JEFFERSON COUNTY ZONING

LIGHT INDUSTRIAL

RURAL

RANSON ZONING

SMART CODE - SPECIAL DISTRICT INDUSTRIAL

SMART CODE - NEW COMMUNITY

Adjacent Property Information

Ref. #	District	Map	Parcel	Adjacent Property Information	Zone	Use	Deed Book	Page
1	8	12	1.3	WV ECONOMIC DEVELOPMENT AUTHORITY	RANSON - SMART CODE	Industrial	1200	393
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3	7	5	36.1	ROBERT E BARRAT	JC - RURAL	Active Farm	950	296
4	7	5	36.1	ROBERT BARRAT	JC - RURAL	Active Farm	553	346
5	7	4	27	WILLIAM ADAMS TRUSTEE	JC - RURAL	Active Farm	917	315
6	7	16	54	JAMES T BLUE AND SONS INC	JC - RURAL	Active Farm	573	257

GRAPHICAL SCALE 1"=200'

INTEGRITY
FEDERAL SERVICES

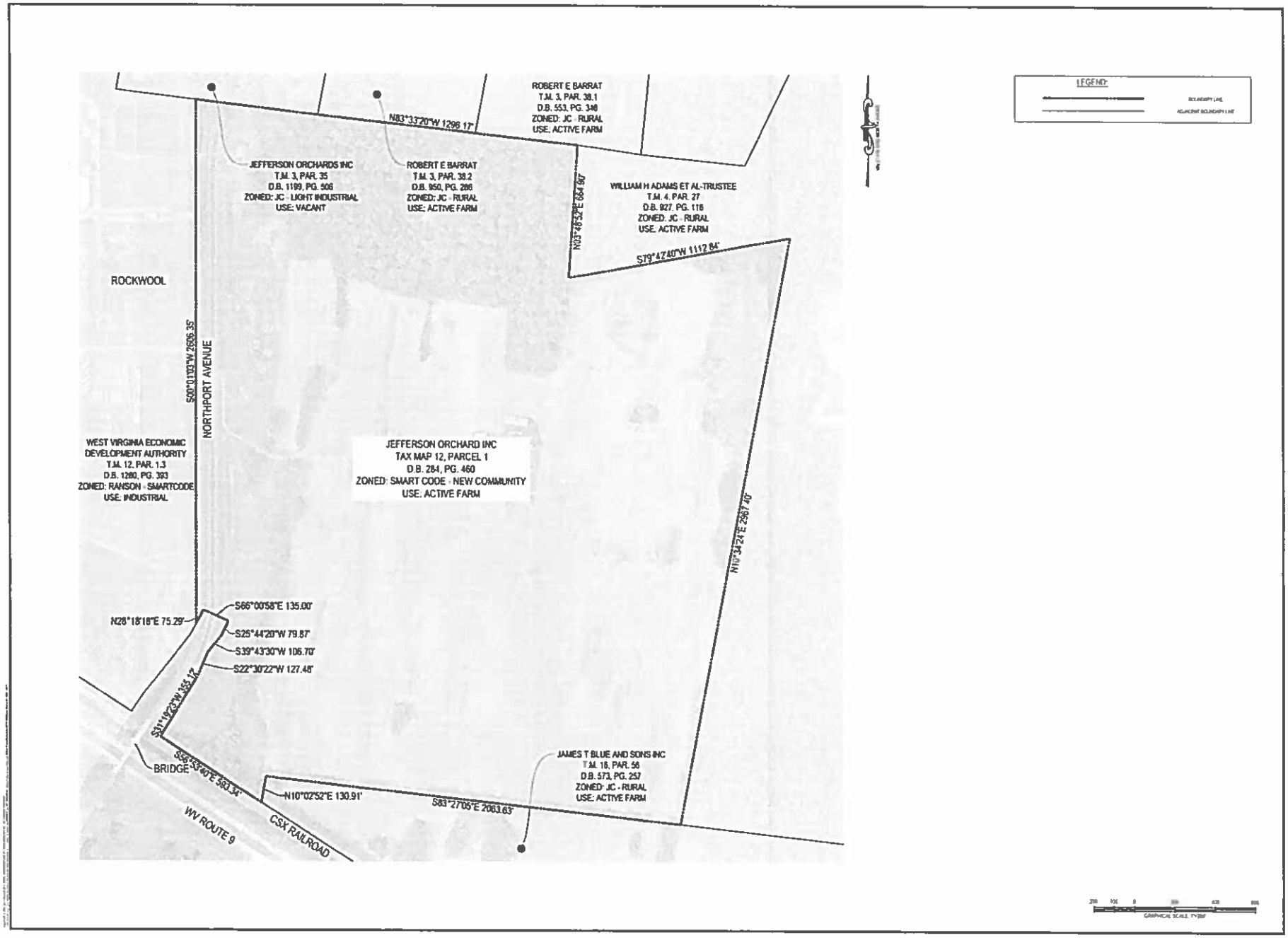
SEAL

EXHIBIT 2 - EXISTING LAND USE AND ZONING

JEFFERSON ORCHARDS
ZONING MAP AMENDMENT

TAX MAP 12 PARCEL 1, D.B. 284, PG. 460
RANSON CORP (08) TAX DISTRICT
RANSON, WEST VIRGINIA

SCALE: HORIZ. 1"=200' VERT.
DATE: APRIL 2024
JOB: 2014-0001
DRAWN: ABP
CHECK: MD
CADD: 2014-0001-2024-EXHIBIT 2 (AUG 2025)
NCS: N/A
SHEET: 2 OF 3



INTEGRITY
FEDERAL SERVICES

SEAL

EXHIBIT 3 - BOUNDARY EXHIBIT

JEFFERSON ORCHARDS
ZONING MAP AMENDMENT

TAX MAP 12 PARCEL 1, D.B. 284, PG. 460
RANSON CORP (08) TAX DISTRICT
RANSON WEST VIRGINIA

SCALE HORIZ. 1"=200' VERT.
DATE APRIL 2024
JOB 2014-0001
DRAWN ABP CHECK MD
CADD 2014-007 2014-0-1 2-0-2 2-0-2
NCS N/A
SHEET 3 OF 3

City of Ranson

312 South Mildred Street
Ranson, West Virginia 25438-1621
Phone (304) 725-1010 Fax (304) 728-8579

Rezoning Application

City of Ranson
Planning and Zoning Department

Submittal Date: 04-29-2024	Development District:
Official Submittal: (Staff Use Only)	Fee Paid: $6,600 (194 acres) Rezoning Request: $1,000 plus $100 per acre for first ten (10) acres, then $25.00 per acre thereafter. Proffer Amendments: $1,000 flat fee
Taken By:	
Project Number:	Payment Type: Check

Development Information

Project Name:			**Total Area (acres):** 193.65 acres
Current Zoning: Smart Code	**Proposed Zoning:** Industrial	**Map Number:** 12	**Parcel:** 1

Water Service:

Public [X] **Private** [ ]

Provider: WV American Water

Sewer Service:

Public [X] **Private** [ ]

Provider: Charles Town Utility Board

Sewer Flow:
(gallons per day at build-out)
To be determined

Water Usage:
(gallons per day at build-out)
To be determined

Location of Property (provide landmarks, street address, intersections, etc.):
See attached Exhibits

What is the existing use of the property?
See attached Exhibits

What is the proposed use of the property?
See attached Exhibits

Rezoning Application Checklist

[X] **A completed application and fee in accordance with the Fee Schedule.**

[X] **A survey plat and a legal description of the property that includes bearings and distances for the area to be rezoned.**

[X] **A proposed development plan outlining the need for a rezoning.**

[ ] **Signed development agreement.**

[ ] **Review agency and general development plan transmittal (as needed).**

___ Charles Town Water	___ Alleghany Power	___ WV Div. of Highway
___ Charles Town Sewer	___ Comcast	___ Norfolk Southern
___ Public Service District	___ Frontier Comm.	___ CSX
___ Jefferson Utilities	___ WV Dept. of Env. Protection	___ Jay Watson (for: Ambulance/F&R)
___ Jefferson Co. Health Dept.	___ WV Div. of Culture& History	

Owner/Applicant Information

Owner I (Print): Jefferson Orchards Inc. **Percent of Ownership:** 100%

Address: PO Box 700, Kearneysville WV, 25430

Phone: 214-808-4375 **Fax:** _____ **Email:** mralston@fishmanjackson.com

Owner II (Print): _____ **Percent of Ownership:** _____

Address: _____

Phone: _____ **Fax:** _____ **Email:** _____

Developer (Print): no developer associated with property **Percent of Ownership:** _____

Address: _____

Phone: _____ **Fax:** _____ **Email:** _____

Consultant (Print): Integrity Federal Services, Inc **Percent of Ownership:** 0%

Address: 148 S. Queen Street, Suite 201, Martinsburg WV 25401

Phone: 304-725-8456 **Fax:** _____ **Email:** bperry@ifs-ae.com

Please Direct Correspondence To: [X] **Owner** [ ] **Developer** [X] **Consultant**

As the fee simple owner of this property, recorded in the Jefferson County Circuit Court, I certify that this application is complete and accurate to the best of my knowledge. I understand that any information lacking in such application shall be deemed incomplete and shall not be considered for review. Furthermore, I authorize the City to direct all correspondence to the above noted party who is also authorized and designated as my agent during review of this application.

Signature: Mark H. Ralston (Pres.) Date: 01/09/2023

Signature: _____ Date: _____

Signature: _____ Date: _____

Procedures for Rezoning Property

Amendments may be undertaken in order to carry out the purposes stated in 19-1 of the Zoning Ordinance. Proposed amendments should consider whether they promote health, safety, and the general welfare and to encourage the most appropriate use of land.

The City Manger may request additional copies of any item listed and may request any additional information needed for an adequate review. At a minimum, the application must include the following:

1.) A complete application form and fee accompanied with all information needed for review. Additional copies of the application form may be specified by the City;

2.) Three copies of a complete description of the request including any proposed development agreements, general development plan, or other conditions for consideration;

3.) Three copies of a description of the property proposed for rezoning including an accurate map with the dimensioned property lines such as a boundary survey. The description shall include:

a.) Adjoining streets and widths, utilities, features, and the location of all structures;

b.) Existing uses of the land, current zoning classification, and the uses of the property under review;

c.) Current zoning classification and uses of all adjacent properties;

d.) Any additional information required by the City Manager or his designee to ensure an adequate review can be done;

e.) A complete description of the request.

Any application that does not contain the minimum submittal requirements or requested information shall neither be reviewed nor considered by Council. Such submittal shall be returned to the applicant.

Development agreements may be submitted with a rezoning application to offset any negative impacts caused by the proposal. For the purposes of this process, a "voluntary proffer" is a written offer by the land owner to the Planning Commission to satisfy certain reasonable conditions of a development project. A condition contained in a voluntary proffer is considered reasonable if (1) the development project results in the need for the conditions; (2) the conditions have a reasonable relation to the development project; and (3) all conditions are in conformity with the Comprehensive Plan adapted pursuant to this article.

The application and any staff comments shall be considered by the Planning Commission who shall submit its recommendations and/or comments to the City Council. The request shall be advertised in accordance with the West Virginia Code 8A requirements.

Unless action is deferred, the application shall be reviewed by the City Council within 60 days of the original submittal date.

AGENDA ITEM VII.3

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: COUNCIL BUSINESS

AGENDA SECTION: **COUNCIL BUSINESS**

SUBJECT:

Prompted by recent staffing adjustments with the Ranson Parks & Recreation Commission and before hiring a new director, staff proposes the included amendments to the authorizing ordinance of the Parks & Recreation Commission. These changes aim to improve operational efficiency, align the commission with current best practices, and clarify the organizational hierarchy.

The Council is asked to review and consider these amendments on first reading. If approved, a public hearing and second reading will be scheduled for August.

ATTACHMENTS:

Ordinance 2024-360.pdf

Ordinance 2024-360

AN ORDINANCE AMENDING AND REENACTING CHAPTER 20, ARTICLE II OF THE RANSON CITY CODE REGARDING THE BOARD OF PARK AND RECREATION COMMISSIONERS

WHEREAS, the City of Ranson acknowledges that quality park facilities and recreation programs are necessary to promote the health and well-being of its citizens and the quality of life in Ranson; and,

WHEREAS, the City further acknowledges that integrated management and coordinated effort of City resources are indispensable prerequisites to economically and efficiently achieve these desirable goals.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF RANSON THAT:

Chapter 20, Article II, the Board of Park and Recreation Commissioners, is hereby amended and reenacted as follows:

Sec. 20-20. - Creation.

Pursuant to the provisions of W. Va. Code, §§ 8-21-1 et seq., and for the purpose of the management of that plat of ground heretofore known as Ranson Park and Playground and donated to the city on the 15th day of November, 2005, for use as a municipal park, and for the management of other parks and recreational facilities of the city there shall be, and there is hereby created and established a parks and recreation board, to be known as the Board of Parks and Recreation Commission of the City of Ranson and referred to hereinafter as "commission". (Ord. No. 152, 12-7-04)

Sec. 20-21. - Public corporation; powers.

(a)Such commission shall be a public corporation and shall have perpetual existence. Such commission shall have plenary power and authority to sue and be sued; contract and be contracted with; adopt, use and alter a common seal; make and adopt necessary and appropriate lawful by-laws and rules and regulations; elect officers; appoint committees, agents and hire contractors and fix their compensation.(b)Further, such commission shall have plenary power and authority as provided in W. Va. Code, §§ 8-21-2, et seq. (Ord. No. 152, 12-7-04)

Sec. 20-22. - Board; ~~management~~ administration and control.

(a) All property, powers, ~~and~~ duties and ~~the management and~~ control of the parks and recreation commission shall be vested in a board appointed by ~~city council~~ the City Council and known as the Ranson Board of Park and Recreation Commissioners. The board shall consist~~, consisting~~ of five members, a majority of whom shall constitute a quorum for the transaction of business. Each member of the board must be a resident ~~and freeholder~~ of the city. Membership on the City Council may not disqualify any such member for appointment ~~election~~ to the board. Not more than two members of the City Council ~~so qualified~~ may be so appointed. After appointment, the members of the board shall qualify by taking and filing with the Clerk of the City the oath prescribed by law for public officials, and they shall not be permitted to serve upon the board until they have so qualified. | ~~The term of the board membership of any member of the city council so appointed shall continue during his or her term as a member of the governing body and until his or her successor is appointed or elected and qualified. The terms of other appointed members shall be for six years, and until their successors have been duly appointed and qualified pursuant to section 20-23 of this Code. Terms shall begin on January 1.~~ When any member of the board, during his or her term of office, shall cease to be a resident ~~and freeholder~~ of the city, he or she shall thereby be disqualified as a member of the board and his or her office shall thereupon become vacant.

(b) The board shall have complete and exclusive control and management authority of all of the properties and activities operated in connection with the public park and recreation system. The board is granted the power and authority to acquire, upon approval of the City Council and in the name of the city, by purchase, lease or by exercise of the power of eminent domain, or otherwise, such land or lands as it shall determine to be necessary, appropriate, convenient or incidental to the establishment, construction, improvement, extension, development, maintenance or operation of a system of public parks, playgrounds, athletic fields, stadiums, and other public park and recreational facilities for the city, whether of a like or different nature.

(c) To accomplish its authorized purposes, the board is empowered to promulgate, and amend from time to time, such rules and regulations as may be necessary, appropriate, convenient or incidental thereto. After codification of such rules and regulations by ordinance of the City Council, the board shall enforce the same by appropriate proceedings in any proper tribunal of this State, or any county, district or

municipality thereof. The City Attorney shall be the official counsel for the board and shall advise it on all legal matters.

(d) The management and execution of the budget, properties, and activities of the commission shall be vested in a director appointed and supervised by the City Manager, upon consultation with the board. The board may hire, or request that the City Manager hire, such other persons as it may deem necessary for the operation of property and activities under its control. The director and subordinate employees shall be employees of the city at such salary and wages as recommended by the board and approved by the City Council.

Sec. 20-23. - Term of board.

~~Of the initial members appointed to the commission, three members shall be appointed for a term of six years, one member shall be appointed for a term of four years, and one member shall be appointed for a term of two years. As the term of each initial appointee expires, the successor to fill the vacancy created by such expired term shall be appointed for a term of six years, or in the event the vacancy is being filled by a member of the governing body, the term shall continue during the term of such membership of the governing body.~~ The term of service for an appointed member of the board is six years, except that the term of service for a member of the City Council so appointed shall continue during his or her term as a member of the governing body and until his or her successor is appointed or elected and qualified.

Sec. 20-24. - Substitution of board members.

When a vacancy occurs on said board by reason of death, resignation, change of residence from the city, or due to any other cause, the ~~remaining member or members of said commission~~ City Council shall appoint a successor ~~or successors. , or if there should be no members left on said commission, the governing body of the city shall appoint successors, and in either event, the~~ An appointment ~~Appointments~~ filing a vacancy shall be for the unexpired term ~~or terms~~ of the vacant position.

Sec. 20-25. - Qualifications, compensation of board.

All members of the board shall be residents ~~and freeholders~~ of the city. No member of the board shall receive any compensation, whether in the form of salary, per diem allowance or otherwise, for or in connection with her/his services as such member. Each member shall, however, be entitled to reimbursement by the board for all reasonable and necessary

expenses actually incurred in connection with the performance of her/his duties as such member.

Sec. 20-26. - Transfer of property.

The commission is authorized to accept the transfer or conveyance of property of any kind, heretofore acquired by the city, or any instrumentality thereof, to carry out the purposes of the commission. When property is transferred to the commission in the form of money, the sum contributed shall be deemed the fair market value of the transfer, the adoption of this section being deemed the agreement in writing thereon. When property is transferred or conveyed to the commission in the form of real or personal property, a statement of value of same shall be submitted by the city to the commission 15 days in advance of the transfer or conveyance. The commission, within the above-mentioned 15-day period, shall give written notice to the city of its acceptance or dispute of the fair market value of the transfer or conveyance. In the event notice of dispute is given, the fair market value shall be determined by arbitration. The city and commission shall each appoint one arbitrator, and such arbitrators shall select a third arbitrator. The decision as to fair market value by the arbitrators shall be final. No dispute or arbitration shall delay the transfer or conveyance of property. (Ord. No. 152, 12-7-04)

Sec. 20-27. - Powers and authority regarding indebtedness; surpluses; exemption from taxation; funds; property.

The commission shall have plenary power and authority as prescribed in W. Va. Code, §§ 8-21-8—8-21-13 concerning the indebtedness of the commission; disposition of surplus of the commission; property, bonds and obligations of the commission; contributors; funds and accounts; reports and audits; sale of property; and workmen's compensation. (Ord. No. 152, 12-7-04)

Sec. 20-28. - Accounting.

The commission shall keep strict account of all of its receipts and expenditures, and shall each quarter make a quarterly report thereon to council, or other parties which have made contributions to it and such report shall contain an itemized account of its receipts and disbursements during the preceding quarter. Such report shall be made within 60 days after the termination of the quarter. Within 60 days after the end of each fiscal year, the commission shall make an annual report containing an itemized statement of its receipts and disbursements for the preceding fiscal year and publish the same as a class II-0 legal

advertisement in compliance with the provisions of W. Va. Code, §§ 59-3-1 et seq. (Ord. No. 152, 12-7-04)

Sec. 20-29. - Accounting and legal services.

All accounting and legal services required by the commission shall be provided by the city, the reasonable costs of which, if not paid directly by the commission and are advanced by the city, shall be reimbursed by the commission. (Ord. No. 152, 12-7-04)

Sec. 20-30. - Preservation of the Ranson park and playground.

In appreciation of the selfless donation by the members of the Ranson Park and Playground and in the interest of preserving what they have worked to build, the city council hereby resolves that the plat of land heretofore known as the Ranson Park and Playground shall be and will always remain a park for the use of the residents of the city and Jefferson County, West Virginia. In the event that it is ever determined by the commission that it is in the public's best interest that this land should be used in a manner not consistent with a park and playground, the city council agrees that it should take all necessary steps to relocate the Ranson Park and Playground to a location not more than one mile from its present location of N. Mildred Street, Ranson, Jefferson County, West Virginia. (Ord. No. 152, 12-7-04)

Secs. 20-31—20-39. - Reserved.

AN ORDINANCE AMENDING AND REENACTING CHAPTER 20, ARTICLE II OF THE RANSON CITY CODE REGARDING THE BOARD OF PARK AND RECREATION COMMISSIONERS

First Reading: July 16, 2024

Public Hearing: _____

Second Reading: _____

Enacted this _____ day _____ 2024

Adopted by the City Council of the City of Ranson after a 1st reading on July 16, 2024 and after a 2nd reading on _____ by a vote of _____ in the affirmative, ____in the negative with _____ abstentions.

THE CITY OF RANSON

_____

Mayor

ATTEST:

_____

City Clerk

AFFIX CITY SEAL

AGENDA ITEM VII.4

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: OLD BUSINESS

AGENDA SECTION: **COUNCIL BUSINESS**

SUBJECT:

As required by State law, the City must report revenues and expenditures from the previous fiscal year to establish the fund balance for the current fiscal year. The carryover figure is determined by the budget balance of revenues over expenditures as of June 30, 2024; staff has determined the preliminary balance to be $3,709,347, an increase of $1,533,372 to the previously budgeted $2,175,975 figure. Finance Department is still processing June dated expenses as well as accruing FY24 revenue received in FY25, so the carryover balance will be revised again in September to reflect finalized revenue/expense totals.

Enclosed is a copy of the Budget Revision #1 Budget document, as well as the state worksheet and resolution to authorize the revision. Included in the budget document is a multitude of adjustments that are denoted with a yellow highlighted field and an accompanying note detailing the adjustment. To summarize, the primary adjustments are:

Revenues

1. Increase of $200,000 to the Business & Occupation Tax line.

2. Decrease of $200,000 to the Hotel-Motel Tax line given anticipated reduction in occupancy.

3. Increase of $125,000 to the Building Permit line.

4. Decrease of $600,000 to the Sales Tax Contributions line given robust preliminary Carryover figure.

Expenses

1. Allotment to fund $5,000 in Community Sponsorships with $500 earmarked for the Ranson Elementary School mobile Ag-Lab visit in the Fall (Councilmember Stroud Request).

2. Reducing the allotment of $140,888 down to $70,887 to fund the outstanding 2023 Ranson Community Distribution Program awards. Remaining award balances are tied to CT Library award of $58,275 and the unencumbered balance of the Bike Path project totaling $12,612.

3. Allotment of $40,000 for additional Planning & Zoning Contracted Services costs (plan review, inspections, task review, etc.).

4. Allotment to fund the Ward Reassessment project with an estimated cost of $20,000.

5. Contribution of $280,046 to the Municipal Stabilization Fund. This amount is the expense balance that could not be rolled over into the Contingencies due to 10% cap. Recommend holding off on transferring the funds until final Carryover number is calculated in September. 6. Allotment of $775,477 to the Contingencies line for a total of $1,059,432 (10% total budget cap). 7. Allotment to PD Budget to accommodate potential rank promotions in September using highest cost estimate; additional funds allotted for overtime expense, given trends in FY24. 8. Allotment of $50,000 for Streets/PW Contracted Services given expense trends in FY24. 9. Reducing the allotment of $300,000 Hotel-Motel Tax contributions to Parks & Recreation by $100,000 to reflect reduction of budgeted tax collections. 10. Allotment of $100,000 to Parks & Recreation as an operational contribution to offset the reduced Hotel-

Motel Tax Contributions. 11. Reducing the allotment of $300,000 Hotel-Motel Tax contributions to the CVB by $100,000 to reflect reduction of budgeted tax collections.

COUNCIL ACTION:

1. Review General Fund Balance Budget revision #1 and Staff recommendation

for fund balance.

2. Call for Motion to accept the budget revision as presented.

3. Take vote and record results.

4. If approved, direct Staff to submit revision with resolution to State.

ATTACHMENTS:

General Fund Budget Revision Worksheet FY25 7-16-2024.pdf
FY 25 General Funds 1 Resolution 2024-13.docx
General Fund Budget Revision FY25 7-16-2024 PRELIMINARY.pdf

LGSD BR (Ver. 2023)

REQUEST FOR REVISION TO APPROVED BUDGET

Subject to approval of the state auditor, the governing body requests that the budget be revised prior to the expenditure or obligation of funds for which no appropriation or insufficient appropriation currently exists. (§ 11-8-26a)

CONTROL NUMBER

Fiscal Year Ending: 2025

Fund: 1

Revision Number: 1

Pages: 1 of 3

Ora Ash, Deputy State Auditor
West Virginia State Auditor's Office
200 West Main Street
Clarksburg, WV 26301
Phone: 627-2415 ext. 5101 or ext. 5119
Fax: 304-340-5090
Email: lgs@wvsao.gov

City of Ranson
GOVERNMENT ENTITY

312 S. Mildred Street
STREET OR PO BOX

Ranson | 25438
CITY | ZIP CODE

Municipality
Government Type

Person To Contact Regarding Request:
Name: Breanna Andrews
Phone: 304-724-3880
Fax: 304-728-8579
Email: bandrews@ransonwv.us

REVENUES: (net each acct.)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUSLY APPROVED AMOUNT	(INCREASE)	(DECREASE)	REVISED AMOUNT
298	Assigned Fund Balance	1,675,975		70,001	1,605,974
299	Unassigned Fund Balance	500,000	1,603,373		2,103,373
303	Gas and Oil Severance Tax	25,000	30,000		55,000
304	Excise Tax on Utilities	200,000	20,000		220,000
308	Hotel Occupancy Tax	600,000		200,000	400,000
320	Fines, Fees & Court Costs	450,000		25,000	425,000
NET INCREASE/(DECREASE) Revenues (ALL PAGES)			1,098,372		

Explanation for Account # 378, Municipal Specific:

Explanation for Account # 369, Contributions from Other Funds:

EXPENDITURES: (net each account category)

(WV CODE 7-1-9)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUSLY APPROVED AMOUNT	(INCREASE)	(DECREASE)	REVISED AMOUNT
412	City Manager's Office	431,500	2,500		434,000
424	Contributions to Comms/Authorities	248,888		65,001	183,887
437	Planning & Zoning	902,875	46,000		948,875
440	City Hall	1,238,500	27,500		1,266,000
444	Contributions / Transfers to Other Funds	1,535,087	280,046		1,815,133
699	Contingencies*	283,955	775,477		1,059,432
700	Police Department	2,684,350	46,850		2,731,200
750	Streets and Highways	1,308,550	50,000		1,358,550
751	Street Lights	110,000	15,000		125,000
901	Visitors Bureau	300,000		100,000	200,000
NET INCREASE/(DECREASE) Expenditures			1,098,372		

APPROVED BY THE STATE AUDITOR

BY:
Deputy State Auditor, Local Government Services Division **Date**

AUTHORIZED SIGNATURE OF ENTITY

APPROVAL DATE

REVENUES (CONT) City of Ranson

LGSD: BR City of Ranson CONTROL NUMBER: 2025 FY | 1 FUND | 1 REV #

BUDGET REVISION REQUEST-SUPPLEMENT

ACCOUNT NUMBER	ACCOUNT CATEGORY	PREVIOUSLY APPROVED AMOUNT	INCREASE	DECREASE	REVISED AMOUNT
326	Building Permit Fees	325,000	125,000		450,000
330	IRP Fees (Interstate Registration Plan)	75,000	10,000		85,000
369	Contributions from other Funds - Must Provide Explanation below	1,800,000		600,000	1,200,000
380	Interest Earned on Investments	25,000	5,000		30,000
305	Business and Occupation Tax	2,000,000	200,000		2,200,000
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
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	#N/A				
			NET INCREASE/(DECREASE) Revenues (THIS PAGE)		-260,000

Explanation for Account # 378, Municipal Specific:

Explanation for Account #369, Contributions from Other Funds: rating Funds Contribution from Sales Tax Fund given signif

EXPENDITURES (CONT'D) City of Ranson

LGSD: BR City of Ranson CONTROL NUMBER: 2025 (FY) 1 (FUND) 1 (REV#)

BUDGET REVISION REQUEST-SUPPLEMENT

ACCOUNT NUMBER	ACCOUNT CATEGORY	PREVIOUSLY APPROVED AMOUNT	INCREASE	DECREASE	REVISED AMOUNT
438	Elections	7,750	20,000		27,750
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
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	#N/A				
	#N/A				
	#N/A				
	#N/A				
		NET INCREASE/(DECREASE) Expenditures (this page)			20,000

RESOLUTION 2024-13

At a regular session of the municipal council, held July 16, 2024, the following order was made and entered:

SUBJECT: The revision of the FY2025 General Fund Budget of the City of Ranson.

The following resolution was offered:

RESOLVED: That subject to approval of the State Auditor as ex officio chief inspector of public offices the municipal council does hereby direct the budget be revised PRIOR TO THE EXPENDITURE OR OBLIGATION OF FUNDS FOR WHICH NO APPROPRIATION OR INSUFFICIENT APPROPRIATION CURRENTLY EXISTS, as shown on the General Fund Budget Document and associated revision files, a copy of which is entered as part of this record.

The adoption of the foregoing resolution having been moved by _____, and duly seconded by _____ , the vote thereon was as follows:

_____ Yes or No
Mayor Duke Pierson

_____ Yes or No
Michael Anderson

_____ Yes or No
Andy Colandrea

_____ Yes or No
Amanda Stroud

_____ Yes or No
Tommy Custer

_____ Yes or No
Ken Suits

_____ Yes or No
Herbie McDaniel

WHEREUPON Mayor Keith D. Pierson, declared said resolution duly adopted, and it is therefore ADJUDGED and ORDERED that said resolution be, and the same is, hereby adopted as so stated above, and the City Manager is authorized to fix his signature on the attached "Request for Revision to Approved Budget" to be sent to the State Auditor for approval.

_____
Keith D. Pierson
Mayor

ATTEST:

_____
Darla Armstrong
City Clerk

AFFIX CITY SEAL:

FY 2025
General Fund Budget
Budget Revision Summary

Version 3 - 7/12/2024

	Original Budget 2025	Budget Revision 1	Proposed Budget	Year to Date	Budget Balance	% of Budget Received
FY24 Carryover Fund Balance	*2,175,975*	*1,533,372*	*3,709,347*	-	(3,709,347)	0%
Revenue Summary						
Taxes	4,526,480	50,000	4,576,480	-	(4,576,480)	0%
Fines & Forfeitures	450,000	(25,000)	425,000	-	(425,000)	0%
Licenses & Permits	466,000	135,000	601,000	-	(601,000)	0%
Charges for Services	-	-	-	-	-	
Intergovernmental	1,830,000	(600,000)	1,230,000	-	(1,230,000)	0%
Miscellaneous	47,500	5,000	52,500	-	(52,500)	0%
Total Revenues	***9,495,955***	***1,098,372***	***10,594,327***	-	***(10,594,327)***	***0%***
Expenditure Summary						
Mayor's Office	16,560	-	16,560	-	16,560	0%
City Council	67,800	-	67,800	-	67,800	0%
City Administrator	431,500	2,500	434,000	-	434,000	0%
Police Judge's Office	34,300	-	34,300	-	34,300	0%
Contribution to Commissions	248,888	(65,001)	183,887	-	183,887	0%
Regional Development Authority	5,150	-	5,150	-	5,150	0%
Planning & Zoning	902,875	46,000	948,875	-	948,875	0%
Elections	7,750	20,000	27,750	-	27,750	0%
City Hall	1,238,500	27,500	1,266,000	-	1,266,000	0%
Contribution/Transfer	1,535,087	280,046	1,815,133	-	1,815,133	0%
Contingency	283,955	775,477	1,059,432	-	1,059,432	0%
Police Department	2,684,350	46,850	2,731,200	-	2,731,200	0%
Police Special Duty	20,690	-	20,690	-	20,690	0%
Streets Department	1,308,550	50,000	1,358,550	-	1,358,550	0%
Street Lights	110,000	15,000	125,000	-	125,000	0%
Parks & Recreation	300,000	-	300,000	-	300,000	0%
Convention & Visitor's Bureau	300,000	(100,000)	200,000	-	200,000	0%
975 General Government Capital Outlay	-	-	-	-	-	
Total Expenditures	***9,495,955***	***1,098,372***	***10,594,327***	-	***10,594,327***	***0%***
Revenue Over Expenses				-		

FY 2025 General Fund Budget Revenues

Account Number	*Description*	*Original FY2025 Budget*	*Budget Revision #1 7-16-2024*	*Proposed Current FY 2025 Budget*	*Revision 1 Descriptions*
	FY24 Carryover Fund Balance	**2,175,975**	**1,533,372**	**3,709,347**	***FY24 Balance as of 7/12/2024***
001.301.100.100	Ad Valorem Tax Current Year	1,620,230	-	1,620,230	
001.303.100.100	Gas and Oil Severance Tax Current Year	25,000	30,000	55,000	*Higher anticipated revenues based off FY24 distributions*
001.304.100.100	Utility Tax	200,000	20,000	220,000	*Higher anticipated revenues based off FY24 distributions*
001.305.100.103	B&O Tax	2,000,000	200,000	2,200,000	
001.306.100.100	Wine and Liquor Tax	80,000	-	80,000	
001.307.100.100	Animal Tax	1,250	-	1,250	
001.308.100.100	Hotel/Motel Tax	600,000	(200,000)	400,000	*Revising down to reflect anticipated decrease in occupancy receipts*
001.320.100.100	Fines, Fees, and Court Costs	450,000	(25,000)	425,000	*Revising down given FY24 collections*
001.321.100.100	Parking Tickets	-	-	-	
001.325.100.100	Business Licenses	20,000	-	20,000	
001.326.100.100	Building Permits	325,000	125,000	450,000	*Higher anticipated revenues based off FY24 permit activity and collections*
001.328.100.100	Franchise Tax	45,000	-	45,000	
001.329.100.100	Rental Registration	1,000	-	1,000	
001.330.100.100	IRP Fees	75,000	10,000	85,000	*Higher anticipated revenues based off FY24 distributions*
001.369.100.100	Contributions from Other Funds (Sales Tax)	1,800,000	(600,000)	1,200,000	*Given robust carryover figure, contributional funding needs are lower.*
001.374.100.100	Payroll Reimbursement	30,000	-	30,000	
001.380.100.100	Interest Gained on Investments	25,000	5,000	30,000	*With current interest rates and cash balances, higher anticipated revenues.*
001.382.100.100	Refunds & Rebates	15,000	-	15,000	
001.383.100.100	Sale of Fixed Asset	1,000	-	1,000	
001.386.100.100	Insurance Claim	-	-	-	
001.389.100.100	Accident Reports	5,000	-	5,000	
001.399.100.100	Miscellaneous	1,000	-	1,000	
001.399.102.100	Yard Sale Fees	250	-	250	
001.399.103.100	Fingerprint Fee	250	-	250	
	Total Revenues	***9,495,955***	***1,098,372***	***10,594,327***	

FY 2025 General Fund Budget Expenditures

Account Number	Description	FY2025 Budget Approved 4-16-24	Budget Revision #1 7-16-2024	Proposed Current FY 2025 Budget	Revision 1 Descriptions
409 - Mayor's Office					
001.409.101	Mayor Salary	12,000		12,000	
001.409.104	Mayor FICA	960		960	
001.409.214	Mayor Travel	2,000		2,000	
001.409.226	Mayor Insurance Bonds	100		100	
001.409.230	Mayor Contracted Services	500		500	
001.409.341	Mayor Departmental Supplies	500		500	
001.409.568	Mayor Contributions	500		500	
	Total	***16,560***		16,560	
410 - City Council					
001.410.101	City Council Salary	60,000		60,000	
001.410.104	City Council FICA	4,800		4,800	
001.410.214	City Council Travel	2,000		2,000	
001.410.230	City Council Contracted Services	500		500	
001.410.341	City Council Departmental Supplies	500		500	
	Total	***67,800***		67,800	
412 - City Administration Office					
001.412.103	City Administration Salary (3 FT employees)	243,000		243,000	
001.412.104	City Administration FICA	19,000		19,000	
001.412.105	City Administration Insurance	60,500		60,500	
001.412.106	City Administration Retirement	29,500		29,500	
001.412.108	City Administration Overtime	-		-	
001.412.211	City Administration Phone	1,250		1,250	
001.412.214	City Administration Travel	2,500		2,500	
001.412.220	City Administration Ads/Legal Publications	2,500		2,500	
001.412.221	City Administration Training	2,500		2,500	
001.412.222	City Administration Dues and Subscriptions	3,500		3,500	
001.412.223	City Administration Professional Services	25,000		25,000	
001.412.226	City Administration Insurance and Bonds	250		250	
001.412.230	City Administration Contracted Services	5,000		5,000	
001.412.341	City Adminstration Supplies and Materials	2,500	2,500	5,000	*Funding to accommodate higher tracking expenses and addt'l dept. member*
001.412.343	City Administration Gas Oil Tires	500		500	
001.412.345	City Administration Uniforms	1,500		1,500	
001.412.353	City Administration Computer Software	32,500		32,500	
	Total	***431,500***	***2,500***	434,000	
416 - Police Judge's Office					
001.416.103	Police Judge Salary (2 Mags; 1 Prosecutor)	25,000		25,000	
001.416.104	Police Judge FICA	2,000		2,000	
001.416.223	Police Judge Professional Services	7,000		7,000	
001.416.226	Police Judge Insurance and Bonds	300		300	
	Total	***34,300***		34,300	

FY 2025 General Fund Budget Expenditures

Account Number	Description	FY2025 Budget Approved 4-16-24	Budget Revision #1 7-16-2024	Proposed Current FY 2025 Budget	Revision 1 Descriptions
424 - Contributions					
001.424.568	Contributions - Dispersed				
	PANTRAN	15,000		15,000	
	Independent Fire Dept	19,000		19,000	
	Citizen Fire Dept.	14,000		14,000	
	Charles Town Library	5,000		5,000	
	Jefferson County P&R - Fireworks	5,000		5,000	
	Mini-Grant Program	50,000		50,000	
	2023 Ranson Community Distribution Program	140,888	(70,001)	70,887	*Remaining distribution awards outstanding as of 6/30/2024 (CT Library $58,275; Bike Path Project $12,612 award balance)*
	Community Sponsorship	-	5,000	5,000	*$500 earmarked for Ranson Elementary mobile Ag-Lab visit*
	Total	***248,888***	***(65,001)***	183,887	
435 - Regional Development Authority					
001.435.222	Region 9 Planning & Development Council	5,150		5,150	
437 - Planning and Zoning					
001.437.103	Planning & Zoning Salary (5 FT employees)	354,000		354,000	
001.437.104	Planning and Zoning FICA	27,500		27,500	
001.437.105	Planning and Zoning Insurance	73,500		73,500	
001.437.106	Planning and Zoning Retirement	42,500		42,500	
001.437.108	Planning and Zoning Overtime/Extra Help	5,000		5,000	
001.437.110	Planning and Zoning Fringe Benefits	250		250	
001.437.211	Planning and Zoning Telephone	2,000		2,000	
001.437.214	Planning and Zoning Travel	2,000		2,000	
001.437.217	Planning and Zoning Vehicle Repair	500		500	
001.437.218	Planning and Zoning Postage	1,000		1,000	
001.437.220	Planning and Zoning Legal Publications	4,000		4,000	
001.437.221	Planning and Zoning Training	5,000	2,500	7,500	*Funding for inspection certification trainings/education*
001.437.222	Planning and Zoning Dues and Subscriptions	1,500		1,500	
001.437.223	Planning and Zoning Professional Services	360,000	40,000	400,000	*Funding for higher trending P&Z services (plan review, inspections, task orders, etc.)*
001.437.226	Planning and Zoning Insurance & Bonds	125		125	
001.437.230	Planning and Zoning Contracted Services	1,000		1,000	
001.437.341	Planning and Zoning Supplies and Materials	5,000	3,500	8,500	*Funding for additional supplies*
001.437.343	Planning and Zoning Gas, Oil, Tires	2,500		2,500	
001.437.345	Planning and Zoning Uniforms	2,500		2,500	
001.437.353	Planning and Zoning Computer Software	13,000		13,000	
	Total	***902,875***	***46,000***	948,875	
438 - Elections					
001.438.101	Elections Salary	-		-	
001.438.220	Elections Advertising	750		750	
001.438.230	Elections Contracted Services (Poll workers)	5,250	20,000	25,250	*Funding for Kimley-Horne Ward Reassessment project*
001.438.341	Elections Supplies and Materials	1,750		1,750	
	Total	***7,750***	***20,000***	27,750	

FY 2025 General Fund Budget Expenditures

Account Number	Description	FY2025 Budget Approved 4-16-24	Budget Revision #1 7-16-2024	Proposed Current FY 2025 Budget	Revision 1 Descriptions
440 - City Hall					
001.440.103	City Hall Salary (4 FT employees)	270,000		270,000	
001.440.104	City Hall FICA	21,500		21,500	
001.440.105	City Hall Insurance	50,500		50,500	
001.440.106	City Hall Retirement	32,500		32,500	
001.440.108	City Hall Overtime / Extra Help	5,000		5,000	
001.440.211	City Hall Telephone	25,000		25,000	
001.440.212	City Hall Printing	7,500		7,500	
001.440.213	City Hall Utilities	20,000		20,000	
001.440.214	City Hall Travel	1,500		1,500	
001.440.215	City Hall Maintenance / Repair Building	10,000		10,000	
001.440.216	City Hall Maintenance / Repair Equipment	500		500	
001.440.217	City Hall Vehicle Repair	500		500	
001.440.218	City Hall Postage / Meter	8,000		8,000	
001.440.219	City Hall Building and Equipment Rents	6,000	5,000	11,000	*Funding for printer lease upgrades for City Hall*
001.440.220	City Hall Advertising / Legal Publications	5,000		5,000	
001.440.221	City Hall Training	3,000	2,500	5,500	*Funding for state trainings, Incode trainings, misc.*
001.440.222	City Hall Dues and Subscriptions	10,000		10,000	
001.440.223	City Hall Professional Services	125,000		125,000	
001.440.224	City Hall Audit Costs	50,000		50,000	
001.440.226	City Hall Insurance and Bonds (Travelers)	291,500		291,500	
001.440.230	City Hall Contracted Services	126,500	15,000	141,500	*Funding for outsourced contract expenses.*
001.440.232	City Hall Bank Charges	42,500	5,000	47,500	*Funding for higher tracking merchant fees*
001.440.341	City Hall Supplies and Materials	22,500		22,500	
001.440.343	City Hall Oil, Gas & Tires	500		500	
001.440.345	City Hall Uniforms	2,000		2,000	
001.440.353	City Hall Computer Software	99,500		99,500	
001.440.570	City Hall Miscellaneous Fees	2,000		2,000	
	Total	***1,238,500***	***27,500***	1,266,000	
444 - Contributions to Other Funds					
1.444.566	Contributions to Others Funds				
	Municipal Capital Improvement	1,535,087		1,535,087	
	Municipal Stabilization	-	280,046	280,046	*Excess Revision Balance over Contingencies Cap; propose holding off on transfer until final carry over totals are finished for FY24 (September 2024)*
	Total	***1,535,087***	***280,046***	1,815,133	
699 - Contingencies					
1.699.000	Contingencies	283,955	775,477	1,059,432	*Per WVSAO, contingencies cannot exceed 10% total operating budget so the cap for contingencies is $1,059,432*
	Total	***283,955***	***775,477***	1,059,432	

FY 2025 General Fund Budget Expenditures

Account Number	*Description*	*FY2025 Budget Approved 4-16-24*	*Budget Revision #1 7-16-2024*	*Proposed Current FY 2025 Budget*	*Revision 1 Descriptions*
700 - Police					
001.700.103	Police Salary (19 FT Officers & 2 FT Admin)	1,543,000	6,950	1,549,950	*Funding for potential rank promotions (using highest cost estimate)*
001.700.104	Police FICA	120,500	550	121,050	*Funding for potential rank promotions (using highest cost estimate)*
001.700.105	Police Insurance	352,500		352,500	
001.700.106	Police Retirement	178,400	850	179,250	*Funding for potential rank promotions (using highest cost estimate)*
001.700.108	Police Overtime / Extra Help	150,000	25,000	175,000	*Funding for higher tracking overtime cost, should FY24 trend carry over to FY25.*
001.700.110	Police Fringe Benefits	4,750		4,750	
001.700.211	Police Telephone	5,000	2,500	7,500	*Funding for T-Mobile expenses*
001.700.212	Police Printing	500		500	
001.700.213	Police Utilities	17,500		17,500	
001.700.214	Police Travel	7,500		7,500	
001.700.215	Police Maintenance / Repair Building	2,500		2,500	
001.700.216	Police Maintenance / Repair Equipment	1,500		1,500	
001.700.217	Police Vehicle Maintenance	20,000		20,000	
001.700.218	Police Postage	1,000		1,000	
001.700.219	Police Building and Equipment Rents	4,750		4,750	
001.700.220	Police Advertising / Legal Publication	750		750	
001.700.221	Police Training	10,000		10,000	
001.700.222	Police Dues and Subscriptions	500	1,000	1,500	*FBINAA, Police Dues, Misc. Subscriptions*
001.700.223	Police Professional Services	5,000		5,000	
001.700.226	Police Insurance and Bonds	200		200	
001.700.230	Police Contracted Services	25,500	10,000	35,500	*Funding for IT work, Landscaping, Cleaning & Pest, AXON*
001.700.233	Police Investigation Fees	1,000		1,000	
001.700.235	Police Remittance of Fees Collected	102,000		102,000	
001.700.236	Police Refunds	1,000		1,000	
001.700.341	Police Supplies and Materials	30,000		30,000	
001.700.343	Police Gas Oil Tires	57,500		57,500	
001.700.345	Police Uniforms	10,500		10,500	
001.700.353	Police Software	31,000		31,000	
	Total	***2,684,350***	***46,850***	2,731,200	
704 - Crossing Guards				-	
001.704.103	Crossing Guards Salary (5 PT Employees)	19,125		19,125	
001.704.104	Crossing Guards FICA	1,465		1,465	
001.704.570	Crossing Guards Misc	100		100	
	Total	***20,690***		20,690	

FY 2025 General Fund Budget Expenditures

Account Number	Description	FY2025 Budget Approved 4-16-24	Budget Revision #1 7-16-2024	Proposed Current FY 2025 Budget	Revision 1 Descriptions
750 - Streets				-	
001.750.103	Streets Salary (10 FT employees)	653,000		653,000	
001.750.104	Streets FICA	52,000		52,000	
001.750.105	Streets Insurance	187,000		187,000	
001.750.106	Streets Retirement	78,500		78,500	
001.750.108	Streets Overtime / Extra Help	15,000		15,000	
001.750.110	Streets Fringe Benefits	2,500		2,500	
001.750.211	Streets Telephone	6,750		6,750	
001.750.213	Streets Utilities	10,000		10,000	
001.750.214	Streets Travel	2,500		2,500	
001.750.215	Streets Maintenance / Repair Building	3,000		3,000	
001.750.216	Streets Maintenance / Repair Equipment	15,000		15,000	
001.750.217	Streets Maintenance / Repair Vehicles	22,500		22,500	
001.750.219	Streets Building and Equipment Rents	5,000		5,000	
001.750.221	Streets Training	2,500		2,500	
001.750.222	Streets Dues	500		500	
001.750.223	Streets Professional Services	500		500	
001.750.226	Streets Insurance and Bonds	300		300	
001.750.230	Streets Contracted Services	150,000	50,000	200,000	*Funding for Landscaping, Cleaning, Snow Removal, IT, misc. contracts*
001.750.341	Streets Supplies and Materials	60,000		60,000	
001.750.343	Streets Gas Oil Tires	30,000		30,000	
001.750.345	Streets Uniforms	5,000		5,000	
001.750.353	Streets Software	7,000		7,000	
	Total	***1,308,550***	***50,000***	1,358,550	
751 - Street Lights					
001.751.213	Street Lights - Utilities	110,000	15,000	125,000	*Funding for higher trending utility costs (rate increases)*
	Total	***110,000***	***15,000***	125,000	
900 - Parks & Recreation				-	
001.900.568	Parks & Recreation Pass through Hotel Tax	300,000	(100,000)	200,000	*Revising down to reflect anticipated Hotel Tax Revenue decrease*
001.900.568.001	Parks & Recreation Operational Contribution	-	100,000	100,000	*Proposed Supplemental Funding to offset Hotel Tax Transfer reduction*
	Total	***300,000***	***-***	***300,000***	
901 - Convention & Visitors Bureau (CVB)				-	
001.901.568	CVB Pass through Hotel Tax	300,000	(100,000)	200,000	*Revising down to reflect anticipated Hotel Tax Revenue decrease*
	Total	***300,000***	***(100,000)***	200,000	
975 - General Government				-	
001.975.566	*Contributions/Transfers to Other Funds	-		-	
	Total	***-***		-	
				-	
	Total Expenses	***9,495,955***	***1,098,372***	***10,594,327***	
	Revenue Over Expenses	***-***	***-***	***-***	

AGENDA ITEM VII.5

RANSON
AT THE CENTER OF OPPORTUNITY.

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: OLD BUSINESS

AGENDA SECTION: **COUNCIL BUSINESS**

SUBJECT:

The City is required to budget and manage the Coal Severance Fund in a

separate account with a separate budget. These tax distribution funds vary in amounts per year and are allocated towards street maintenance, mainly emergency snow removal. If we do not use the funds during the fiscal year, then we carry them over to the next fiscal year as an assigned fund balance. These funds are assigned to the emergency street maintenance account. As in previous years, Staff recommends that these funds be reallocated to emergency street maintenance operations. Attached files

are the FY25 Coal Severance Fund Budget document, the WVSAO budget revision worksheet that must be submitted to the LGS division, and the budget revision resolution.

Council Action:

1. Review Budget revision #1 and Staff recommendation for fund balance.

2. Call for Motion to accept the budget revision as presented.

3. Take vote and record results.

4. If approved, direct Staff to submit revision with resolution to State.

ATTACHMENTS:

Coal Severance Budget Revision FY25 7-16-2024.pdf
FY25 CS#1 Budget Revision Worksheet 7-16-2024.pdf
FY 25 Coal Severance Funds 1 Resolution 2024-14.docx

CITY OF RANSON
COAL SEVERANCE FUND BUDGET
FY 2025
Proposed Budget Revision #1

Account Titles	6/30/2022 ACTUAL	6/30/2023 ACTUAL	6/30/2024 ACTUAL	FY 2025 APPROVED BUDGET	FY 2025 PROPOSED BUDGET REV#1	% CHANGE
002-299.100 Fund Balance - Carryover	$ 249,099	$ 270,379	$ 296,416	**$ 326,416**	**$ 324,334**	**-0.6%**
002-310.100 Coal Severance Tax *	$ 21,229	$ 25,384	$ 17,281	**$ 20,000**	**$ 20,000**	**0.0%**
002-380.100 Interest on Accounts	$ 51	$ 653	$ 10,637	**$ 10,000**	**$ 11,000**	**10.0%**
Total Revenues	*$ 270,379*	*$ 296,416*	*$ 324,334*	**$ 356,416**	**$ 355,334**	**-0.3%**
002-750.230 Streets Maintenance - Snow	$ -	$ -	$ -	**$ 356,416**	**$ 355,334**	**-0.3%**
Total Expenses	*$ -*	*$ -*	*$ -*	**$ 356,416**	**$ 355,334**	**-0.3%**
Total Ending Balance	**$ 270,379**	**$ 296,416**	**$ 324,334**	**$ -**	**$ -**	**$ -**

** 2024Q2 taxes will be accrued once remittance advice received, total for FY24 is 2023Q3-2024Q1*
Carryover will be revised again once final FY24 distribution has been deposited.

LGSD BR (Ver. 2020)

Ora Ash, Deputy State Auditor
West Virginia State Auditor's Office
200 West Main Street
Clarksburg, WV 26301
Phone: 627-2415 ext. 5114
Fax: 304-340-5090
Email: lgs@wvsao.gov

REQUEST FOR REVISION TO APPROVED BUDGET

Subject to approval of the state auditor, the governing body requests that the budget be revised prior to the expenditure or obligation of funds for which no appropriation or insufficient appropriation currently exists. (§ 11-8-26a)

CONTROL NUMBER
Fiscal Year Ending: 2025
Fund: 2
Revision Number: 1
Pages: 1 of 1

City of Ranson
GOVERNMENT ENTITY

Person To Contact Regarding Request:
Name: Breanna Andrews
Phone: 304-724-3880
Fax: 304-728-8579
Email: bandrews@ransonwv.us

312 S. Mildred St.
STREET OR PO BOX

Ranson | 25438
CITY | ZIP CODE

Municipality
Government Type

REVENUES: (net each acct.)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUSLY APPROVED AMOUNT	(INCREASE)	(DECREASE)	REVISED AMOUNT
298	Assigned Fund Balance	326,416		2,082	324,334
380	Interest Earned on Investments	10,000	1,000		11,000
	#N/A				
	#N/A				
	#N/A				
	#N/A				
NET INCREASE/(DECREASE) Revenues (ALL PAGES)			-1,082		

Explanation for Account # 378, Municipal Specific:

Explanation for Account # 369, Contributions from Other Funds:

EXPENDITURES: (net each account category)

(WV CODE 7-1-9)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUSLY APPROVED AMOUNT	(INCREASE)	(DECREASE)	REVISED AMOUNT
750	Streets and Highways	356,416		1,082	355,334
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
NET INCREASE/(DECREASE) Expenditures			-1,082		

APPROVED BY THE STATE AUDITOR

BY:
Deputy State Auditor, Local Government Services Division **Date**

AUTHORIZED SIGNATURE OF ENTITY

9/5/2023
APPROVAL DATE

RESOLUTION 2024-14

At a regular session of the municipal council, held July 16, 2024, the following order was made and entered:

SUBJECT: The revision of the FY2025 Coal Severance Fund Budget of the City of Ranson.

The following resolution was offered:

RESOLVED: That subject to approval of the State Auditor as ex officio chief inspector of public offices the municipal council does hereby direct the budget be revised PRIOR TO THE EXPENDITURE OR OBLIGATION OF FUNDS FOR WHICH NO APPROPRIATION OR INSUFFICIENT APPROPRIATION CURRENTLY EXISTS, as shown on the Coal Severance Budget Document and associated revision files, a copy of which is entered as part of this record.

The adoption of the foregoing resolution having been moved by _____, and duly seconded by _____ , the vote thereon was as follows:

_____ Yes or No
Mayor Duke Pierson

_____ Yes or No
Michael Anderson

_____ Yes or No
Andy Colandrea

_____ Yes or No
Amanda Stroud

_____ Yes or No
Tommy Custer

_____ Yes or No
Ken Suits

_____ Yes or No
Herbie McDaniel

WHEREUPON Mayor Keith D. Pierson, declared said resolution duly adopted, and it is therefore ADJUDGED and ORDERED that said resolution be, and the same is, hereby adopted as so stated above, and the City Manager is authorized to fix his signature on the attached "Request for Revision to Approved Budget" to be sent to the State Auditor for approval.

_____
Keith D. Pierson
Mayor

ATTEST:

_____
Darla Armstrong
City Clerk

AFFIX CITY SEAL:

AGENDA ITEM IX.1

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: INFORMATION ONLY

AGENDA SECTION: **INFORMATION ONLY**

SUBJECT:

Apple Valley waste submitted an agreement to serve in the City of Ranson for the upcoming four years.

ATTACHMENTS:

FY24 Trash Collection RFP 2024.pdf
Apple Valley Signed Contract.pdf
Panhandle Dumpsters LLC.pdf

City of Ranson



REQUEST FOR PROPOSAL

Trash Collection Services

April 2024

SECTION I

GENERAL INFORMATION TO PROPOSERS

1.1 INTRODUCTION

This Request for Proposal (RFP) provides interested, qualified, & authorized trash collection haulers with information to prepare and submit a Proposal for consideration by the City of Ranson (City) for a 5-year franchise agreement for trash collection services for all properties within the city limits of Ranson, WV. This RFP process is intended to identify potential Contractors with which the City may, in its sole discretion, choose to enter into a Contract for the services as described in the scope of work section of this document. It is expressly understood and agreed that the submission of a Proposal does not require or obligate the City to pursue a contract with any Proposer. All negotiations are subject to the consideration and approval of the City of Ranson, which may, at its sole discretion, accept or reject any proposed contract.

1.2 DEFINITIONS

For the purposes of this RFP, the following terms have the following meanings:

a) **"City"** shall mean the City of Ranson, West Virginia.
b) **"Contract"** shall mean the agreement between the city and vendor chosen as a result of this RFP, which addresses the requested goods and services.
c) **"Contractor"** shall mean the vendor, or its assignee chosen by the City to supply the requested goods and perform the requested services.
d) **"Proposal"** shall mean the written document submitted to the City of Ranson in response to this RFP.
e) **"Proposer"** shall mean an individual or business entity submitting a Proposal in response to this RFP.

1.3 RFP DOCUMENT

The information provided herein is intended solely to assist Proposers in the preparation of their Proposals. To the best of the City's knowledge, the information provided is accurate. However, the city does not warrant such accuracy, and any errors or omissions subsequently determined will not be construed as a basis for invalidating this RFP.

1.4 PRIMARY CONTACT

The primary contact for this RFP is:

Bill Silveous, Public Works Director
312 S. Mildred Street
Ranson, WV 25438
Phone : (304) 725-1010
Fax : (304) 728-8579
Email : bsilveous@ransonwv.us

1.5 ADDENDA INTERPRETATIONS

If it becomes necessary to revise any part of this RFP, a written addendum will be provided. The City is not bound by any oral clarifications changing the scope of the work for this project. All addenda issued by the City will become part of the official RFP and will be mailed to all registered Proposers for which the City has contact information and is aware of interest in this project.

1.6 LABELING OF PROPOSALS

All proposals must be submitted in a sealed envelope plainly marked, **Trash Collection Services Proposal** with an address of the firm in the upper left-hand corner.

1.7 ASSIGNMENT OF CONTRACTUAL RIGHTS:

It is agreed that this contract must not be assigned, transferred, conveyed, or otherwise disposed of by either party in any manner, unless approved in writing by the other party. The firm or firms will be an independent service provider for all purposes and no agency, either expressed or implied, exists.

1.8 CONDITIONS OF PROPOSAL SUBMITTAL

a) The proposal must be signed by a duly authorized official for the Proposing firm submitting the proposal.

b) No proposal will be accepted from any person, firm or corporation that is in arrears for any obligation to the City, or that otherwise may be deemed irresponsible or unresponsive by City Council or City staff.

c) Only one proposal will be accepted from any person, firm, or corporation.

d) All proposals shall be prepared in a comprehensive manner as to content, but no necessity exists for expensive binders or promotional material.

1.9 INDEMNITY:

The successful bidder agrees to defend, indemnify, and hold the City harmless from any and all causes of action or claims arising out of or related to the successful bidder's performance of the work scope.

1.10 BOND & SECURITY REQUIREMENTS:

Bonding or security requirements are not required for this scope of work.

1.11 INSURANCE REQUIREMENTS:

The successful bidder shall take out and maintain public liability insurance for injuries, including accidental death to any one person, in an amount not less than One Million Dollars ($1,000,000); and subject to the same limit for each person; on account of any one accident in an amount of not less than Two Million Dollars

($2,000,000); and property damage insurance in an amount of not less than One Million Dollars ($1,000,000); Contractor's contingent or protective insurance for public liability and property damage in amounts not less than the respective amounts noted above. As provided above, the Contractor shall require all subcontractors, whether primary or secondary, if any, to take out and maintain public liability and property damage insurance in amounts hereinbefore set forth for the Contractor.

Proof of Carriage of Insurance - The Contractor shall furnish the City satisfactory proof of full compliance with all the insurance requirements herein prior to execution of the contract.

All certificates of insurance with respect to liability insurance of any kind shall name the City of Ranson as an additional insured with respect to the performance by the Contractor of the work which is the subject of the contract.

At any such time in the future as Contractor shall be advised of the existence of party or entity that qualifies as an Insured, Contractor agrees promptly to include such party or entity as an additional insured on appropriate Contractor insurance policies.

The full and complete project name shall be shown on the Certificate of Insurance.

Notification of Cancellation of Insurance - Certificates of proof of carriage of insurance shall provide for not less than thirty (30) days' notice of change or cancellation prior to acceptance of the work.

1.12 LICENSING AND TAX REQUIREMENTS:

Contractor must be in compliance with all applicable federal, state, and municipal licensing and tax requirements. This includes, but is not limited to, obtaining and maintaining all necessary business licenses and permits, and registering for and remitting all required taxes, such as business and occupational taxes. Failure to comply with all applicable licensing and tax requirements may result in the disqualification of a Proposal.

1.13 TAX COMPLAINCE DURING CONTRACT PERFORMANCE:

During the contract period, the Contractor will be required to maintain compliance with all applicable state and municipal licensing and tax requirements. Failure to maintain compliance with all applicable licensing and tax requirements may result in termination of the contract for cause.

END OF SECTION I

SECTION II

PROPOSAL CONDITIONS

2.1 REJECTION OF PROPOSALS

The City reserves the right to reject, at any time and for any reason, any and all Proposals received as a result of this RFP. The City's intent is to enter into a Contract as a result of this RFP. However, if after reviewing the Proposals received, the City determines that the City should not enter into any Contract, or to enter into a partial or different contract from the Contract contemplated by this RFP, the City will act in accordance with what the City determines at that time to be in its best interest. No Proposer or any other party has any entitlement, interest, or right in this decision by the City, and by submitting a Proposal, acknowledges the City's right to exercise its discretion in this regard without any right of recourse by the Proposer.

2.2 PROPOSAL EVALUATION

Any Proposal that has not met the completeness that is required, as set forth to this RFP, may be rejected.

2.2.1 Review and Evaluation of Proposals

All proposals will be reviewed and evaluated by the City Manager or his designee who shall recommend for selection the Proposer whose Proposal best meets the needs of the City as provided in this RFP. The City may award with or without further discussions.

The City will consider the Proposer's experience and proposed approach to performing the work and will make the award decision based on the likelihood of successful, comprehensive completion of the work coupled with a reasonable price for the services. This criterion will be evaluated by examining the entire proposal, with particular emphasis on "Qualifications," "Proposed Work," and "Costs for Services." The City is under no obligation to award the Proposer submitting the lowest prices, but significant consideration will be given to the prices proposed.

The City reserves the right to consider other factors when evaluating proposals, when such consideration serves the goals and interests of the City.

2.3 DISCLOSURE, OWNERSHIP OF PROPOSAL CONTENTS, AND CONFIDENTIALITY

Technical and price information provided in Proposals will be held in confidence and will not be disclosed, revealed, or discussed with competitors to the greatest extent possible. The Proposal of the selected Proposer will become the basis for any contract entered into and will become subject to the City's provision on public access to records and information.

To the extent a Proposer includes any uniquely proprietary or confidential

information in the Proposal, the Proposer must clearly and unequivocally mark such information. The City will not reveal any such information to any third party, unless required to do so by law.

Proposers must agree to make no other distribution of their Proposal beyond that made to the City.

2.4 RFP PROPOSAL COSTS

The City is not liable for any costs or expenses incurred by any Proposer in the preparation of the Proposal, attendance at any conference, or meeting related to this RFP. The City is not liable for payment of any amount to the selected Proposer until a Contract has been awarded and executed by the City of Ranson and the Contractor has performed services pursuant to the Contract that entitle the Contractor to receive payment under the terms of the Contract.

2.5 PROPOSER

The decision to award a contract will be made on the basis of the Proposer's overall ability to perform and respond to the RFP's requirements to prove a high level of competence in addition to the pricing component of the Proposal.

2.6 SUB-CONTRACTORS

It is intended that a single contractor have total responsibility for the project so as to assure a complete and fully functional project. Therefore, any proposer desiring to use sub-contractor(s) must identify each on a document supplied as an attachment to the Transmittal Letter and titled "Sub-Contractors" included with your Proposal. Include for each sub-contractor, their company's name, the company's principal owners, a description of their involvement in the project, and qualifications for each aspect of the Proposed Solution they will be involved. The sub-contractor(s) cannot be changed after submission of the Proposal except with the written approval of the City.

The Contractor is responsible for all actions, workmanship, performance, and payment for their sub-contractor(s).

2.7 RFP PROCESS

2.7.1 RFP Release

The RFP will be publicly advertised and released in accordance with the applicable laws of the State of West Virginia and the City of Ranson fiscal policies and shall include the notification of the time and place when and where the RFP is due. The RFP may be obtained from:

City of Ranson
City Hall
312 S. Mildred Street
Ranson, WV 25438
Office: (304) 725-1010
Fax: (304) 728-8579
cityclerk@ransonwv.us

An electronic copy may be obtained via the City's website at www.ransonwv.gov or by email from the City Clerk (cityclerk@ransonwv.us). Additionally, the RFP may be mailed to those businesses that are known to be a potential provider of goods and services of the type required by this RFP. Those who the City has mailed the RFP to and those who have requested a copy of the RFP will have access to all information regarding the RFP. The information includes, but is not limited to, any amendments to the RFP, answers to inquiries received regarding the RFP, or changes in the RFP Schedule.

2.7.2 RFP Inquiries/Questions

All questions/inquiries must be submitted in writing via mail or email to the primary contact. The City will review all inquiries received prior to the RFP submittal deadline and will email written answers to all recipients of the RFP. During the review or preparation of the RFP Proposal, if a Proposer discovers any errors, omissions, or ambiguities within the RFP, they should identify them in writing to the City prior to the RFP submission deadline. A site visit can be scheduled with ample notification and is recommended. Contact the Public Works Director to make arrangements should a site visit be desired.

2.7.3 RFP Revisions

Proposal interpretations and addenda clarification may be issued to correct mistakes, answer questions, or resolve ambiguities during the proposal solicitation process. The City shall send any change to or interpretation of this RFP to each firm or individual to whom an RFP has been distributed and the City is aware of. Any such changes or interpretations shall become a part of this RFP and may be incorporated into any contract awarded pursuant thereto.

2.7.4 Economy of Preparation

Proposals should be prepared simply and economically, thereby providing a straightforward, concise description of the Proposer's ability to meet the requirements of the RFP.

2.7.5 Proposal Withdrawal

The Proposer at any time up to the RFP Submission Deadline date and time identified in the "Required RFP Schedule" may withdraw their Proposal. If the Proposer desires to re-submit their Proposal, it must be re-submitted by the "Proposal Submission Deadline" as identified in the "Required RFP Schedule".

2.7.6 Proposer Presentations

A presentation may be needed if there are a number of equally qualified and priced proposals that warrant further review. The City will notify proposers in a timely manner.

2.7.7 Required RFP Schedule

Contractors interested in responding to this RFP should submit three hard copies (one unbound) of their proposal. Proposers must submit proposals no **later than 3:00 p.m. EST, Wednesday, May 8, 2024** to:

City of Ranson
City Clerk
312 S. Mildred Street
Ranson, WV 25438

Important dates relating to this Request for Proposal are listed below:

Release of RFP:	April 19, 2024
Submission of Proposal Deadline:	May 8, 2024
Award of Contract:	Estimated May 21, 2024

2.8 RFP PROPOSAL CONTENT AND FORMAT

2.8.1 Proposal Submission

The City of Ranson must receive all Proposals no later than the Proposal Submission date and time identified in the RFP Schedule. Proposals may be mailed or hand-delivered, but in either case must be received and or postmarked by the specified date and time. **Late proposals may not be considered at the City's discretion.**

Proposals must contain all Required Documentation as requested by this RFP, otherwise the Proposal will be considered non-conforming and will be disqualified. The Proposer must supply three (3) hard copies (8.5 X 11.0) of the Proposal. The Proposal container must bear the inscription: **Trash Collection Services Proposal** as well as the name and address of the Proposer. The Proposal shall be addressed to the attention of:

City of Ranson
City Clerk
312 S. Mildred Street
Ranson, West Virginia 25438

The City reserves the right to request additional information from any, all or no Proposers after Proposal Submission.

Proposers shall distribute their RFP Proposals only to the City of Ranson. One (1) RFP Proposal must contain the original signature(s) of an official or officials authorized to bind the Proposer to its provisions. Additionally, the authorized signature(s) must appear on company letterhead.

In case of a difference between written words and figures in a Proposal, the amount stated in written words shall govern. Alterations or erasures are discouraged, but if present, must be crossed out and the corrections printed in ink or typewritten adjacent thereto. Each person signing the Proposal must initial each such correction.

2.9 PROPOSAL ORGANIZATION

Proposals must be organized in the following order of sections:

Section I Introductory Letter

The Proposal must include the name, title, address, telephone number, fax number, and email address of one (1) or more individuals who will serve as Proposer's contact for purposes of this RFP. The Proposer shall fully disclose details regarding its legal identity, i.e., corporation, partnership, etc. If the Proposer is a partnership, all partners must be named regardless of status, activeness, or percentage of ownership.

Section II Proposer Qualifications

The Proposer must describe its qualifications and experience in providing the work described in this RFP. Experience should include examples of performing similar or related services. This includes details as to the type of services and approximate dates of service delivery.

The City reserves the right to approve all persons assigned to the project. No contract awarded pursuant to a proposal submitted in response to this RFP may be assigned, either in whole, or in part, without first receiving written consent from the City.

The Proposer must submit three (3) references of similar engagements during the last three (3) years. The references must have had experience with the Proposer similar in scope to those described in the RFP. The Proposer must name a contact person and contact information for whomever is responsible for the review at each provided reference.

Section III Licensing

Proposers must provide the following documentation with their proposals:

- A copy of their current state and municipal business licenses
- A copy of their current state and municipal tax registration certificates

Section IV Proposed Work

The proposal should contain a detailed statement of the respondent's understanding of the scope of services required under this RFP. The proposal should also contain an explanation of the respondent's ability to execute the requirements and achieve the objectives of this RFP. The proposal shall address separately each of the major tasks or activities to be achieved.

Section V Costs to the City of Ranson

The Proposer will fully describe all costs the City and it's residents will incur as a result of accepting your Proposal.

By participating in this RFP and if your Proposal is selected, the Proposer agrees and indemnifies that the City is not responsible for any costs related to the creation or submission of a Proposal answering this RFP.

Section VI Costs for Services

Proposals must include pricing information that delineates the costs associated with providing services being requested under this RFP. The schedule should include the following:

a) A Schedule of costs that itemizes the requested services of this RFP and the cost to the city for each service required under this RFP.

b) A schedule of pricing reflective of both an exclusive and non-exclusive agreement for residential trash collection on a per account basis billed to individual residents and managed by the Contractor.

c) Commercial collection pricing presented in a non-exclusive arrangement context only.

d) A proposed schedule, route plan, and types of services offered (e.g., recycling, yard waste collection).

Should the City enter negotiations with a successful Proposer that results in a revision to the scope of services in this RFP, the fees may correspondingly be negotiated to reflect the changes.

Section VII Response to General Conditions

a) Proposal Conditions or Limitations:
Proposals that set forth conditions or limitations to those set forth in the RFP may be considered non-responsive and, therefore, may be rejected. Notwithstanding any other provision of this RFP, the City reserves the right to reject any or all proposals, to waive any defects or informalities, to negotiate with respondents, and to accept the proposal deemed to be in the best interest of the City.

b) Proposal Interpretations and Addenda
Clarification may be issued to correct mistakes, answer questions, or resolve ambiguities during the proposal solicitation process. The City

shall send any change to or interpretation of this RFP to each firm or individual to whom an RFP has been distributed. Any such changes or interpretations shall become a part of this RFP and may be incorporated into any contract awarded pursuant thereto.

c) City's Right of Withdrawal of RFP
Notwithstanding any other provisions of this RFP, the City reserves the right to withdraw this RFP at any time without prior notice.

END OF SECTION II

SECTION III

REQUIREMENTS OF GOODS AND SERVICES

3.1 SCOPE OF SERVICES – GENERAL

The City of Ranson invites proposals from qualified and authorized trash collection haulers for a 5-year franchise agreement for trash collection services within the city limits. The purpose of this RFP is to establish a contract(s) with one or more service providers that can offer reliable and cost-effective trash collection services for the residents and businesses of Ranson.

The selected hauler(s) will be responsible for providing comprehensive trash collection services, including but not limited to:

- Residential trash collection
- Commercial trash collection (in a non-exclusive context)
- Recycling services
- Bulk item collection
- Proposal Requirements

Innovation and Sustainability: Detail any innovative approaches or technologies that will be used to improve service quality and environmental sustainability.

Based on the Proposers professional experience, if services beyond the general guidelines are recommended, those services should be adequately noted in the Proposal.

3.2 PROJECT MANAGEMENT

Key Personnel

a) The Contractor's Project Manager shall oversee the performance of services and shall be the primary point of contact for services performed under this Contract. The Contractor's Project Manager shall be available to meet with the City's representative to discuss progress or problems as the need may arise.

END OF SECTION III

End of RFP

APPLE VALLEY WASTE
771 James Burr Blvd. Kearneysville, WV 25430
(P) 877-267-1280 (e) info@applevalleywaste.com

THIS AGREEMENT made and entered into this 1st day of August 2024 by and between City of Ranson, hereinafter designated as the "Customer" and having its principal place of business at 312 S Mildred St Ranson WV 25438, and Apple Valley Waste, hereinafter designated as the "Contractor" and having its principal place of business at 771 James Burr Blvd, Kearneysville, WV 25430.

COLLECTION, DISPOSAL AND/OR MATERIAL PROCESSING SERVICE AGREEMENT

[X] NEW CONTRACT [ ] RENEWAL [ ] SERVICE INCREASE [ ] SERVICE DECREASE [ ] OTHER

SERVICE TO BEGIN	8/1/2024	SERVICE TO TERMINATE		7/31/2028	
MONTHLY REFUSE CHARGE	$19.00/MONTH	MONTHLY RECYCLING CHARGE		$7.00/MONTH	
EQUIPMENT RENTAL DELIVERY FEE		RATE PER HAUL	N/A	RATER PER TON	N/A
ROLL-OFF FLAT RATE	N/A	TONS INCLUDED	N/A	OVERATE RATE/TON	N/A
EXTRA PICK-UP FEE	N/A	BULK CHARGE	2 FREE ITEMS PER MONTH PER ADDRESS AFTER THAT ADDITIONAL CHARGES WILL BE APPLIED		
OTHER CHARGE (INCLUDING BUT NOT LIMITED TO LOCKS, CHAINS, LOCKBARS, ETC.)	• PSC FUEL SURCHARGE RATE APPLIED TO ALL SERVICES • MATERIALS TO BE SERVICED ARE CART CONTENTS ONLY MEANING THAT PER SERVICE, THE COLLECTION TEAM WILL REMOVE WASTE/RECYCLE FROM 1 CART OF EACH MATERIAL TYPE THAT CUSTOMER HAS A PAID SERVICE FOR • IF CUSTOMER WANTS ADDITIONAL CART FOR MATERIAL THEY WILL PAY FOR ADDITIONAL SERVICE LEVEL OF THAT MATERIAL (TRASH/RECYCLE)				

TYPE OF SERVICE SUPPLIED

[ ] LOOSE PICK-UP [ ] FRONT END [X] REAR LOAD [ ] COMPACTOR [ ] ROLL-OFF

CONTAINER DESCRIPTION

Loose Yards Per Pickup	Number of Containers	Size of Container	Frequency	Type of Material	
		96 Gallon	1x week	[X] MSW	[ ] RECYCLE
		64 Gallon	1 x week	[ ] MSW	[X] RECYCLE
				[ ] MSW	[ ] RECYCLE
				[ ] MSW	[ ] RECYCLE

RECYCLING SERVICE

[X] SINGLE STREAM [ ] CORRUGATED [ ] COMINGLE [ ] NONE

DAYS SERVICES WILL BE SUPPLIED

[ ]	MONDAY
[X]	TUESDAY
[ ]	WEDNESDAY
[X]	THURSDAY
[ ]	FRIDAY
[ ]	SATURDAY

[ ]	MONDAY
[ ]	TUESDAY
[X]	WEDNESDAY
[X]	THURSDAY
[ ]	FRIDAY
[ ]	SATURDAY

NOTES:	The contract stands as a franchise agreement that no other haulers will be permitted to Service residential waste within the city limits and that the city will assist with notifying residents that Need to change. Apple Valley will bill and manage the individual residents accounts

CONTACT INFORMATION

ACCOUNT NAME	City of Ranson	BILLING STREET	312 s Mildred St
CONTACT NAME		CITY/STATE/ZIP	Ranson WV 25438
CUSTOMER TYPE	Muni-Residential	SERVICE ADDRESS	Multiple
PHONE NUMBER	304-725-1010	CITY/STATE/ZIP	Multiple
FAX NUMBER	304-728-8579	EMAIL	Multiple

1. **AGREEMENT FOR SERVICE:** During the term of this Agreement, Customer agrees to take from Contractor exclusively and Contractor shall supply to the Customer all of Customers' needs for refuse, recyclable materials removal, disposal and/or material processing service (hereinafter the "Service"). The description of Service, as described above, may change based on Customer's needs, in which case adjustments will be made at prevailing prices subject to the approval of Contractor. The Service shall, at a minimum, be collected, disposed of or processed once per month. Changes to the initial Service need not be made in writing to be effective but may be memorialized by Contractor on subsequent invoicing after the change of Service is requested by the Customer and shall be deemed ratified by Customer upon payment of the first invoice reflecting the change.
2. **SERVICE CHARGE:** Customer shall pay the "Service Charge" for the Service together with applicable taxes. No credit shall be deducted for vacation or holidays, it being understood that holidays have been taken into account in arriving at the Service Charge. Customer agrees that Contractor may charge interest per month on invoices 30 days or more past due. It is further understood that this Agreement is commercial in nature and does not constitute a consumer agreement. If there is an interruption of service because of holidays, breakdown, or "stop service" orders issued because of nonpayment or late payment, Customer agrees to pay the full contract price, provided the Contractor takes away all refuse when Service resumes.
3. **CHANGES IN SERVICE CHARGE:** Contractor reserves the right to increase the Service Charge for: 1) any increase in disposal, fuel or transportation costs; 2) changes in local, state or federal laws or regulations; 3) imposition of taxes, fees or surcharges; 4) acts of God such as floods, fires, natural disasters; or 5) strikes, lockouts, or other industrial disturbances, wars, blackouts, riots, arrests, explosions, fires, accidents to machinery, or any other cause beyond the control of Contractor. Customer shall not have the right to terminate this Agreement because of an increased cost rate adjustment described immediately before in this paragraph. Additionally, Contractor reserves the right to increase the Service Charge at any time for any reason not stated above by giving Customer thirty (30) days prior written notice.
4. **DAMAGES AND INJURIES:** Contractor agrees to indemnify, defend and hold Customer, its parent, subsidiaries and corporate affiliates, harmless from and against any and all liability which Customer may be responsible for or pay out as a result of bodily injuries, including death, property damage, or any violation or alleged violation of law, to the extent caused by any negligent act or omission or willful misconduct of the Contractor or its employees, which occurs during the collection or transportation of Customer's solid waste provided that the Contractor's indemnity obligations will not apply to occurrences

involving Prohibited Materials.

Customer agrees to indemnify, defend and hold Contractor, its parent, subsidiaries and corporate affiliates, harmless from and against any and all liability which Contractor may be responsible for or pay out as a result of bodily injuries, including death, property damage, or any violation or alleged violation of law, to the extent caused by Customer's breach of this Agreement or by any negligent act or omission or willful misconduct of the Customer or its employees, agents, invitees, or Customer's use, operation or possession of any equipment furnished by Contractor.

5. **RIGHT OF FIRST REFUSAL:** Customer agrees that on the termination of this Agreement, it will provide to Contractor written notice of any offer which Customer receives relating to the removal of Customer's refuse, recyclable materials and/or disposal or material processing services. Customer hereby grants to Contractor the right to match the terms of such written offer within ten (10) days of receipt of the notification, in which case Customer shall agree to continue with Contractor at rates it has been providing and provider under the matched terms.
6. **USE OF CONTAINERS:** The customer agrees that the waste material to be collected and transported by Contractor pursuant to this Agreement is solid waste generated by Customer and will not contain lead acid batteries, asbestos, fluorescent and incandescent lamps, bulbs or ballast, radioactive waste, medical waste or corrosive, reactive, ignitable, toxic or hazardous material (defined as any material that is listed or characterized as hazardous by federal, state or local laws or regulations)(collectively, "Prohibited Materials"). Title to and liability for Prohibited Materials shall remain with Customer at all times and Customer shall reimburse Contractor for all costs related to the disposal of such Prohibited Materials.
7. **HAZARDOUS WASTE:** Customer warrants that all waste delivered to and which Contractor is to collect and transport are non-hazardous as defined by the United States Environmental Protection Agency and the laws of the State of customer's business. Customer agrees to indemnify, defend, and hold harmless, Contractor, its affiliates, and subsidiaries from any liability for any penalties or damages assessed against Contractor resulting therefrom, including legal fees, fines, and costs incurred as a result thereof. Further, Customer agrees to save, hold harmless, and indemnify Contractor in any suit or other proceeding initiated against Contractor arising from Contractor's removal of Customer's solid waste or other waste material delivered to and accepted by Contractor by the above criteria. Such indemnification requires that Customer shall cover all costs and attorney fees of Contractor at the trial and all appellate levels; however that Contractor shall control its own defense in any such action filed against it.
8. **PLACEMENT OF CONTAINER:** Customer is responsible for the placement of the container on Customer's property. Customer acknowledges that Contractor shall not be liable for any damage to pavement, asphalt, driveway surface, or underground utilities, including septic systems, resulting from its trucks servicing an agreed upon area.
9. **SEVERABILITY, APPLICABLE LAW, AND ASSIGNMENT:** In the event any term or provision of this Agreement is held to be invalid or unenforceable, said term or provision shall be severed from this Agreement making the remaining terms valid and enforceable. The applicable law for this Agreement shall be the laws agreed by all parties that any claim filed regarding this Agreement shall be filed in the Circuit Court of Berkeley County, West Virginia. This Agreement shall be binding upon and insure to the benefit of the successors, assigns, and personal representatives of the representative parties hereto.

CUSTOMER		
MAYOR Keith D Pierson	Keith D Pierson	7/11/24
PRINT NAME & TITLE	SIGNATURE	DATE

CONTRACTOR		
Brad Dennon General Manager		7/8/24
PRINT NAME & TITLE	SIGNATURE	DATE

City of Ranson

312 South Mildred Street
Ranson, West Virginia 25438-1621
Phone (304) 725-1010 | Fax (304) 728-8579

Keith D. Pierson - Mayor

Council Members:
Mike Anderson
Andy Colandrea
Tommy Custer
Amanda Stroud
Herbie McDaniel
Ken Suits

July 11, 2024

Panhandle Dumpsters LLC
446 Eagle School Rd, Unit A
Martinsburg, WV 25404

Dear Panhandle Dumpsters LLC,

As you are aware, West Viginia law grants to municipalities the power to regulate solid waste service within municipal boundaries (W.Va. Code 8-12-5(10)). To that end, the City of Ranson recently conducted a public solicitation of bids for a new, exclusive franchise agreement regarding residential trash collection services in our city. Panhandle Dumpsters LLC was contacted during this process and offered an opportunity to submit a proposal but chose not to do so.

Effective July 1, 2024, the Ranson City Council has awarded an exclusive franchise agreement for residential trash collection to Apple Valley Waste. This agreement is in effect from July 2024 through June 2028. Under this exclusive franchise agreement, Apple Valley Waste is the only company authorized and lawfully eligible to conduct residential trash collection within the city limits of Ranson.

Effective immediately, Panhandle Dumpsters LLC must CEASE AND DESIST from conducting any residential trash collection services within Ranson city limits. Continued residential trash service by your company in violation of this lawful franchise regulation may be prosecuted at the discretion of Ranson City Council and/or the Public Service Commission of West Virginia.

We appreciate your understanding and cooperation in this matter. Should you have any questions or require further clarification, please feel free to contact our office at (304) 725-1010.

Thank you for your prompt attention to this important matter.

Sincerely,

Todd Wilt
City Manager