CITY COUNCIL REGULAR MEETING

~ AGENDA ~

REGULAR MEETING

www.ransonwv.gov

March 18, 2025 | 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. March 4, 2025 Minutes
   03042025.docx

III. CITIZEN'S PRESENTATIONS/PETITIONS

1. Jefferson County Convention and Visitors Bureau Annual Report

IV. CITY MANAGER/STAFF REPORTS

1. Chief Of Police Status Report
2. Finance Department Status Report- February
   February 2025 AP Council Report.pdf
   February 2025 General Fund Budget Report.pdf
   February 2025 Capital Fund Budget Report.pdf
3. Public Works Status Report- February
   March status report.pdf
4. Community Development Status Report - February
   February 2025 CDD Report.docx
   February Permits Issued Report.pdf
   2024 CODE ENFORCMENT YEARLY STATS.docx
   2024 PERMIT INSPECTION YEARLY STATS.docx
   2024 PERMITTING REPORT.docx
5. Ranson Parks and Recreation Staff Report - February

P& R Directors Repoort - February.docx

6. City Manger Report

V. COMMUNICATIONS FROM THE MAYOR

VI. COUNCIL/COMMITTEE ANNOUNCEMENTS

VII. COUNCIL BUSINESS

1. Briar Run Estates Petition for Annexation
   Freeholders' Petition for Annexation.pdf

2. Resolution 2025-01: FY2025 General Fund Budget Revision #4
   FY 25 General Funds Budget Revision #4 Resolution 2025-01.docx
   General Fund Budget Revision #4 Worksheet FY25 3-18-2025.pdf
   FY25 General Fund Budget Revision #4 3-18-2025.pdf

3. Resolution 2025-02: FY2025 Capital Fund Budget Revision #3

   Capital Budget Revision FY25 #3 3-18-2025.pdf
   Resolution #2025-02 FY2025 Capital Budget Revision #3.docx

4. Resolution 2025-03: A Resolution of the City of Ranson Adopting and approving the General Fund Levy Estimate Budget of the City of Ranson for Fiscal Year 2025 - 2026
   FY2026 General Fund Budget 3-18-2025.pdf
   FY2026 Levy Estimate Publication 3-18-2025.pdf
   FY2026 Recap & Certification.pdf
   2-27-2025 Jefferson County Assessor's Certificate of Valuation for 2025.pdf
   FY 2026 GENERAL FUND RESOLUTION 2025-03.docx

5. Resolution 2025-04: A Resolution of the City of Ranson Adopting and Approving the Coal Severance Fund Budget of the City of Ranson for the Fiscal Year 2025 - 2026
   FY 2026 COALSEV FUND RESOLUTION 2025-04.docx
   FY2026 Coal Severance Fund Budget 3-18-2025.pdf

6. City of Ranson, Social Media Policy - Update
   Social Media Policy - DRAFT EDITS.docx

7. City Manager Annual Performance Evaluation

8. Resignation of City Prosecutor
   Resignation Letter 3142025.pdf

VIII. ADJOURNMENT

IX. INFORMATION ONLY

1. Table Drop March 4, 2024
   Report Mildred and 2nd .pdf
   2025 Tourism Summit .pdf
   Resturant Week .pdf
   2025 Legislative Bulletin .pdf

AGENDA ITEM II.1

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: PRESENTATION

AGENDA SECTION: **APPROVAL OF MINUTES**

SUBJECT: March 4, 2025 Minutes

ATTACHMENTS:

03042025.docx

CITY COUNCIL REGULAR MEETING

~ AGENDA ~

REGULAR MEETING

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

March 4, 2025 | 7:00 P.M. | Council Chamber

I. CALL TO ORDER

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

II. APPROVAL OF MINUTES

1. Minutes February 18, 2025

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

2. FY 2026 Minutes for Budget Workshop

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

CITIZEN'S PRESENTATIONS/PETITIONS

Teresa Forsyth addressed the Mayor and Council regarding the annexation of Brier Run, which is scheduled to be discussed during the March 18, 2025, meeting.

Citizen, Brian Parrish spoke to the mayor and council regarding his concerns, In the City of Ranson.

1. Independent Fire Company, Lt. Dan Turner - Recruitment Incentive Presentation

Lt. Dan Turner of the Independent Fire Company addressed the Mayor and Council, requesting financial assistance to fund a recruitment program. He highlighted that department staffing has been declining while call volume continues to rise. Mr. Turner informed the Mayor and Council that the Independent Fire Company is exploring a Stipend Program, which has been successfully implemented in other organizations.

2. Independent Fire Company, Chief Adam Watson - Request for City Support in Opposing WV House Bill 2658 – Fire Department Administrative Control

Chief Adam Watson addressed the Mayor and Council about West Virginia House Bill 2658, which proposes granting the county full control over the Fire Department. He requested that the City of Ranson draft a letter to the governor, expressing opposition to the bill.

IV. CITY MANAGER/STAFF REPORTS

1. Police Chief Status Report
   No Action at this time
2. City Manager Report

City Manager Todd Wilt provided the Mayor and Council with updates on various local events and initiatives. He highlighted the upcoming Restaurant Week and the local restaurants participating in the event. Additionally, he mentioned that the West Virginia Municipal League will be held in Charleston from March 17-19. The Jefferson County Tourism Summit is scheduled for April 15, 2025, in Shepherdstown. Mr. Wilt also provided details on the Ranson Car Show and Festival, which will take place on June 7, 2025, and the Ranson Health Fair on May 17, 2025. He further informed the council that two Public Works positions are currently being advertised and that the paving bid will close on March 17, 2025. The deadline for withdrawal from the 2025 Ranson Election is March 11, 2025. Lastly, Mr. Wilt announced that the Ranson social media policy has been updated.

V. COMMUNICATIONS FROM THE MAYOR

None at this time

VI. COUNCIL/COMMITTEE ANNOUNCEMENTS

Council member Amanda Stroud recently toured the Jefferson Medical Center, where she learned about the hospital's new CEO. She plans to invite the new CEO to an upcoming council meeting.

Council member Ken Suits inquired about an update on the Police Chief position. Mayor Pierson informed the council that the current Police Chief will be staying in the role. The applicants for the position will be kept on file to be handed over to the elected Mayor in 2025. Council member Ken Suits requested to have Executive session to further discuss Chief of Police transitions

W. VII. COUNCIL BUSINESS

1. 25-1-REZ - Consideration Applicant Integrity Federal Services submitted an application for Allen Lloyd - To petition to rezone the following parcels 0810002800000000, 0810001300000000, 0810001200000000, and 0810001100000000 located off Wiltshire Road and Bassett Lane, Ranson, WV 25438 (Consisting of 389.86 acres) from Rural Reserve to R6.

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

2. Continuation of Consideration for Stop Sign Installation at Mildred Street and 2nd Avenue

   Council member Amanda Stroud had a discussion with Mayor and Council, regarding a Stop sign on Mildred and 2nd Street. There was an email presented to the Mayor and Council before the meeting with concerns about speeding in that area. There is a stop sign at Mildred and 1st Street and Mildred and 3rd street. Adam Watson was present during the meeting and spoke said there have been 4 crashes in the past 10 years. Council member Amanda Stroud asks the city manager if Mildred Street could be striped. City Manager Todd Wilt Informed Council member Stroud yes with the votes from the body of Ranson council.

3. Consideration of Allocation for American Rescue Plan Act Earned Interest and Residual Ranson Community Distribution Funding

   The council members held a discussion regarding the allocation of the American Rescue Plan Act earned interest and the residual Ranson Community Distribution funding. Staff had reached out to Council Member Amanda Stroud proposed adding funds to Mini Grant or a pavilion at the new Ranson Elementary School for outdoor learning. Meanwhile, Council Member Tommy Custer suggested investing in an Indoor/Outdoor PA system for city events, as the city is currently renting a system for each event. Amanda Stroud made a motion the funds are divided 1/3 to a PA System, 1/3 for a Pavilion at the Ranson and 1/3 added to the Mini Grant.

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

4. Ranson Municipal Election Ballot Commissioners

City Clerk addressed the Mayor and Council regarding the 2025 Ballot Commissioners. Jerome Sather and Margaret Housden have been appointed as the Ranson 2025 Election Ballot Commissioners.

The City Clerk also informed the Mayor and Council that the drawing to determine the order in which names will appear on the ballot will take place on March 25, 2025, at 10:00 AM in the Ranson City Council Chambers.

5. Retirement Benefit Project Update

City Manager Todd Wilt provided an update on the City's Retirement Benefit program, noting that they are still waiting for answers from the retirement board. He mentioned that he has reached out to West Virginia legislators and the current vendor. The City is also exploring whether the existing contract limits adjustments to the retirement percentages to 5% or if changes are possible to increase. Additionally, the City is considering whether joining another program would require rewriting contracts for the current plan and the process. The goal is to gather all the necessary information before entering a discussion. Councilmember Colandrea inquired about any penalties for closing the accounts with John Hancock and has requested that other 401(k) plans be explored as potential alternatives.

6. Fiscal Year 2026 Draft Budgeting Review

The Mayor and Council reviewed the FY2026 Budget, which is scheduled to be presented for a vote on March 18, 2025, council agenda. The Council was provided with three years of budget information for their review. Council Member Ken Suits proposed allocating $100,000 to an Independent Fire Company, a topic that will be discussed at the March 18, 2025, meeting. Council has also requested to have job descriptions for the new positions.

7. Chief of Police Transition - Possible Executive Session

Council member Ken Suits had requested to have the Executive session at 8:32 PM and returned at 8:55 PM with no outcome.

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

VIII. ADJOURNMENT

The meeting was adjourned at 8:55 PM. The motion to adjourn was made by Councilmember Tommy Custer and seconded by Councilmember Amanda Stroud. The next Council meeting is scheduled for March 18, 2025, at 7:00 PM at the Ranson City Council Chambers, located at 312 S. Mildred Street, Ranson, WV 25438.

IX. INFORMATION ONLY

_____
Keith D. Pierson, Mayor

_____
Darla Armstrong, City Clerk

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AGENDA ITEM III.1

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: PRESENTATION

AGENDA SECTION: **CITIZEN'S PRESENTATIONS/PETITIONS**

SUBJECT: Jefferson County Convention and Visitors Bureau Annual Report

Executive Director Annette Gavin Bates will present an overview of the Jefferson County Convention and Visitors Bureau's 2024 Annual Report to the City Council, highlighting efforts and achievements in integrating Ranson into the JCCVB brand during this period.

ATTACHMENTS:

AGENDA ITEM IV.1

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: PRESENTATION

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

SUBJECT: Chief Of Police Status Report

ATTACHMENTS:

AGENDA ITEM IV.2

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: PRESENTATION

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

SUBJECT: Finance Department Status Report- February

Staff is providing the following items for your review:

· Accounts Payable Council Report for February 2025

· General Fund Budget Report through February 2025

· Capital Improvement Fund Budget Report through February 2025

ATTACHMENTS:

February 2025 AP Council Report.pdf
February 2025 General Fund Budget Report.pdf
February 2025 Capital Fund Budget Report.pdf

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
7-ELEVEN	2/14/25	WHEAT FUEL 1/4-26/25	GENERAL FUND	POLICE DEPARTMENT	104.29
	2/14/25	MEACHAM FUEL 1/10-26/25	GENERAL FUND	POLICE DEPARTMENT	263.96
	2/14/25	HOSBY-BROWN FUEL 1/3-10/25	GENERAL FUND	POLICE DEPARTMENT	83.73
	2/14/25	PALMER FUEL 1/4/25	GENERAL FUND	POLICE DEPARTMENT	67.70
	2/14/25	JENKINS FUEL 1/19-29/25	GENERAL FUND	POLICE DEPARTMENT	218.84
	2/14/25	SEALANDER FUEL 1/5/25	GENERAL FUND	POLICE DEPARTMENT	44.44
	2/14/25	COOK FUEL 1/28/25	GENERAL FUND	STREETS & TRANSPORT	63.07
	2/14/25	WHITE FUEL 1/13/25	GENERAL FUND	STREETS & TRANSPORT	71.25
				TOTAL:	917.28
ABC PEST CONTROL	2/24/25	PD PEST CONTROL FEB 25	GENERAL FUND	POLICE DEPARTMENT	30.00
				TOTAL:	30.00
AC&T CO INC	2/14/25	P&R PT CRANES LANE 12/9/24	PARKS & RECREATION	Parks & Recreation	176.00
	2/14/25	P&R PT LANCE SLUSHER 12/9/	PARKS & RECREATION	Parks & Recreation	176.00
	2/14/25	P&R PT WEST END MF 12/9/24	PARKS & RECREATION	Parks & Recreation	176.00
				TOTAL:	528.00
ADVANCE AUTO PARTS	2/14/25	PW HOSE CLAMP X1	GENERAL FUND	STREETS & TRANSPORT	10.67
				TOTAL:	10.67
AFLAC	2/04/25	AFLAC AT	GENERAL FUND	NON-DEPARTMENTAL	11.34
	2/04/25	AFLAC AT	GENERAL FUND	NON-DEPARTMENTAL	11.34
	2/04/25	AFLAC AT	GENERAL FUND	NON-DEPARTMENTAL	11.34
	2/04/25	AFLAC Payable B4	GENERAL FUND	NON-DEPARTMENTAL	671.16
	2/04/25	AFLAC Payable B4	GENERAL FUND	NON-DEPARTMENTAL	671.16
	2/04/25	AFLAC Payable B4	GENERAL FUND	NON-DEPARTMENTAL	671.16
	2/04/25	AFLAC PAYABLE B4	PARKS & RECREATION	NON-DEPARTMENTAL	67.74
	2/04/25	AFLAC PAYABLE B4	PARKS & RECREATION	NON-DEPARTMENTAL	67.74
	2/04/25	AFLAC PAYABLE B4	PARKS & RECREATION	NON-DEPARTMENTAL	67.74
				TOTAL:	2,250.72
ALEXA MCILVAINE	2/27/25	REFUND PYMT RCPT #87420	GENERAL FUND	NON-DEPARTMENTAL	165.00
				TOTAL:	165.00
AMAZON.COM	2/14/25	DESK CALENDARS X6	GENERAL FUND	CITY HALL	22.68
	2/14/25	DESK CALENDARS X6	GENERAL FUND	CITY HALL	7.56
	2/14/25	CALENDARS X3/ IPHONE CASE	GENERAL FUND	CITY HALL	24.99
	2/14/25	CALENDARS X3/ IPHONE CASE	GENERAL FUND	CITY HALL	7.99
	2/14/25	P&Z ICE SCRAPER&SNOW BRUSH	GENERAL FUND	CITY HALL	39.96
	2/14/25	FIN FILE FOLDERS X200	GENERAL FUND	CITY HALL	19.07
	2/14/25	FIN FILE FOLDERS/TP/PT	GENERAL FUND	CITY HALL	42.88
	2/14/25	FIN FILE FOLDERS/TP/PT	GENERAL FUND	CITY HALL	31.93
	2/14/25	FIN FILE FOLDERS/TP/PT	GENERAL FUND	CITY HALL	32.98
	2/14/25	FIN NOTE PADS,PENS,GREEN P	GENERAL FUND	CITY HALL	8.58
	2/14/25	FIN NOTE PADS,PENS,GREEN P	GENERAL FUND	CITY HALL	11.32
	2/14/25	FIN NOTE PADS,PENS,GREEN P	GENERAL FUND	CITY HALL	63.36
	2/14/25	FIN NOTE PADS,PENS,GREEN P	GENERAL FUND	CITY HALL	7.95
	2/14/25	FIN NOTE PADS,PENS,GREEN P	GENERAL FUND	CITY HALL	11.19
	2/14/25	T TURNER BLACK TONER X2	GENERAL FUND	CITY HALL	77.03
	2/14/25	W2 ENVELOPES X100	GENERAL FUND	CITY HALL	33.75
	2/14/25	PD PENSW/CHAIN X20	GENERAL FUND	POLICE DEPARTMENT	55.70
	2/14/25	WHITE BOARD-WATSON	GENERAL FUND	POLICE DEPARTMENT	33.76
	2/14/25	PD EXP FILES, RUB BNDS,CLI	GENERAL FUND	POLICE DEPARTMENT	23.90
	2/14/25	PD EXP FILES, RUB BNDS,CLI	GENERAL FUND	POLICE DEPARTMENT	9.85
	2/14/25	PD EXP FILES, RUB BNDS,CLI	GENERAL FUND	POLICE DEPARTMENT	10.94

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	2/14/25	PD EXP FILES, RUB BNDS,CLI	GENERAL FUND	POLICE DEPARTMENT	12.70
	2/14/25	PD EXP FILES, RUB BNDS,CLI	GENERAL FUND	POLICE DEPARTMENT	6.62
	2/14/25	PD EXP FILES, RUB BNDS,CLI	GENERAL FUND	POLICE DEPARTMENT	5.94
	2/14/25	PD EXP FILES, RUB BNDS,CLI	GENERAL FUND	POLICE DEPARTMENT	11.02
	2/14/25	PD EXP FILES, RUB BNDS,CLI	GENERAL FUND	POLICE DEPARTMENT	3.99
	2/14/25	DESK CALENDARS X6	GENERAL FUND	STREETS & TRANSPORT	7.56
	2/14/25	CALENDARS X3/ IPHONE CASE	GENERAL FUND	STREETS & TRANSPORT	7.89
	2/14/25	CALENDARS X3/ IPHONE CASE	GENERAL FUND	STREETS & TRANSPORT	29.36
	2/14/25	PW SNOW PLOW BLADE MRKS X6	GENERAL FUND	STREETS & TRANSPORT	44.99
	2/14/25	DESK CALENDARS X6	PARKS & RECREATION	Parks & Recreation	7.60
	2/14/25	P&R TONER REFUND	PARKS & RECREATION	Parks & Recreation	288.00-
				TOTAL:	427.04
AMERICAN EXPRESS - MERCH FEES	2/05/25	JAN2025 AMEX TRANSACTION F	GENERAL FUND	CITY HALL	514.64
				TOTAL:	514.64
AMERICAN PRODUCERS SUPPLY	2/11/25	ADA SIGNAL DEVICES	CAPITAL IMPROVEMEN	STREETS - PUBLIC WORKS	1,056.61
	2/11/25	ADA SIGNAL DEVICES	CAPITAL IMPROVEMEN	STREETS - PUBLIC WORKS	264.15
	2/11/25	ADA SIGNAL DEVICES	CAPITAL IMPROVEMEN	STREETS - PUBLIC WORKS	34.50
	2/11/25	ADA SIGNAL DEVICES	CAPITAL IMPROVEMEN	STREETS - PUBLIC WORKS	37.97
	2/14/25	P&R BR PT,TP, TB, RAGS	PARKS & RECREATION	Parks & Recreation	64.85
	2/14/25	P&R BR PT,TP, TB, RAGS	PARKS & RECREATION	Parks & Recreation	65.25
	2/14/25	P&R BR PT,TP, TB, RAGS	PARKS & RECREATION	Parks & Recreation	103.55
	2/14/25	P&R BR PT,TP, TB, RAGS	PARKS & RECREATION	Parks & Recreation	58.51
				TOTAL:	1,685.39
ANDERSON TRUCK EQUIPMENT	2/19/25	SNOWPLOW CONTROLS	GENERAL FUND	STREETS & TRANSPORT	1,036.00
				TOTAL:	1,036.00
APPLE VALLEY WASTE	2/14/25	PW TRASH P/U DEC 24	GENERAL FUND	STREETS & TRANSPORT	579.38
				TOTAL:	579.38
ASK HEATING & AIR CONDITIONING	2/14/25	CH 1ST FLR BLOWER MOTOR	GENERAL FUND	CITY HALL	1,048.10
				TOTAL:	1,048.10
AUTO ZONE	2/14/25	PD#7 BULB X1	GENERAL FUND	POLICE DEPARTMENT	55.09
	2/14/25	PD #8 FRONT WIPERS X2	GENERAL FUND	POLICE DEPARTMENT	50.98
	2/14/25	PW SNOW PLOW BLUB X1	GENERAL FUND	STREETS & TRANSPORT	22.99
	2/14/25	PW IMPCT SCKT, CALIPER HAN	GENERAL FUND	STREETS & TRANSPORT	25.18
	2/14/25	PW PLUG X1, 3/16 UNION X1	GENERAL FUND	STREETS & TRANSPORT	8.98
				TOTAL:	163.22
BCN TELECOM INC	2/27/25	INTERNET FEB 25	GENERAL FUND	CITY HALL	524.24
	2/27/25	INTERNET FEB 25	GENERAL FUND	POLICE DEPARTMENT	161.90
	2/27/25	INTERNET FEB 25	GENERAL FUND	STREETS & TRANSPORT	149.40
	2/27/25	INTERNET FEB 25	PARKS & RECREATION	Parks & Recreation	149.40
	2/27/25	INTERNET FEB 25	PARKS & RECREATION	Parks & Recreation	190.90
				TOTAL:	1,175.84
BFS FOODS	2/14/25	SEALANDER FOOD ACDMY 1/5/2	GENERAL FUND	POLICE DEPARTMENT	21.66
				TOTAL:	21.66
BP	2/14/25	WHEAT FUEL 1/1-30/25	GENERAL FUND	POLICE DEPARTMENT	203.17
	2/14/25	MCBRIDE FUEL 12/31/24-1/23	GENERAL FUND	POLICE DEPARTMENT	130.26
	2/14/25	BLACK FUEL 12/31/24-1/28/2	GENERAL FUND	POLICE DEPARTMENT	252.02
	2/14/25	WATSON FUEL 12/31/24-1/27/	GENERAL FUND	POLICE DEPARTMENT	361.79

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	2/14/25	SWARTZ FUEL 1/2-29/25	GENERAL FUND	POLICE DEPARTMENT	257.08
	2/14/25	HOSBY-BROWN FUEL 1/17-30/2	GENERAL FUND	POLICE DEPARTMENT	130.58
	2/14/25	PORTNER FUEL 12/31/24-1/5/	GENERAL FUND	POLICE DEPARTMENT	114.10
				TOTAL:	1,449.00
BREEZY HR INC	2/14/25	HR CONSULTING 1/20-2/20/25	GENERAL FUND	CITY ADMINISTRATION	189.00
				TOTAL:	189.00
BRIGHTLY SOFTWARE INC	2/05/25	FAC DUD MAINT 4/25-3/26	GENERAL FUND	STREETS & TRANSPORT	3,273.53
				TOTAL:	3,273.53
BUREAU FOR CHILD SUPPORT ENFORCEMENT	2/14/25	# 438446	GENERAL FUND	NON-DEPARTMENTAL	164.77
	2/28/25	# 438446	GENERAL FUND	NON-DEPARTMENTAL	164.77
	2/14/25	CASE ID #455252	GENERAL FUND	NON-DEPARTMENTAL	198.00
	2/28/25	CASE ID #455252	GENERAL FUND	NON-DEPARTMENTAL	198.00
				TOTAL:	725.54
BURR PARK LIBERTY	2/14/25	WHEAT FUEL 1/25/25	GENERAL FUND	POLICE DEPARTMENT	45.48
	2/14/25	LYNCH FUEL 1/5-27/25	GENERAL FUND	POLICE DEPARTMENT	177.89
	2/14/25	ROBERTS FUEL 12/30/24-1/28	GENERAL FUND	POLICE DEPARTMENT	152.00
	2/14/25	PIERSON FUEL 1/3/25	GENERAL FUND	STREETS & TRANSPORT	69.01
	2/14/25	T MICHAEL FUEL 1/22/25	PARKS & RECREATION	Parks & Recreation	56.00
				TOTAL:	500.38
CHARLES TOWN UTILITIES GENERAL FUND	2/14/25	WATER 11/15-12/15/24	GENERAL FUND	CITY HALL	164.52
	2/14/25	WATER 11/15-12/15/24	GENERAL FUND	POLICE DEPARTMENT	56.16
	2/14/25	WATER 11/15-12/15/24	GENERAL FUND	STREETS & TRANSPORT	238.28
	2/14/25	WATER 11/15-12/15/24	GENERAL FUND	STREETS & TRANSPORT	56.16
	2/14/25	WATER 11/15-12/15/24	GENERAL FUND	STREET LIGHTS	56.16
	2/14/25	P&R WATER 11/15-12/15/24	PARKS & RECREATION	Parks & Recreation	304.00
	2/14/25	P&R WATER 11/15-12/15/24	PARKS & RECREATION	Parks & Recreation	56.16
	2/14/25	MF SEWER 11/30-12/30/24	PARKS & RECREATION	Parks & Recreation	30.48
	2/14/25	CVB WATER 11/15-12/15/24	CONVENTION & VISIT	Convention Visitor Bur	56.16
				TOTAL:	1,018.08
CHATGPT SUBSCRIPTION	2/14/25	WILT OPEN AI SUB 01/25	GENERAL FUND	CITY ADMINISTRATION	21.40
				TOTAL:	21.40
CHICK-FIL-A	2/14/25	SEALANDER FOOD ACDMY 1/7/2	GENERAL FUND	POLICE DEPARTMENT	13.52
				TOTAL:	13.52
CITGO	2/14/25	SEALANDER FUEL 1/18/25	GENERAL FUND	POLICE DEPARTMENT	36.90
				TOTAL:	36.90
CIVICPLUS	2/05/25	ORDBK CD HST 2/25-1/26	GENERAL FUND	CITY ADMINISTRATION	577.50
				TOTAL:	577.50
COMPLETE DOCUMENT SOLUTIONS, CENTRAL P	2/14/25	CH COP CONTJAN 25-OVG DEC	GENERAL FUND	CITY HALL	33.08
	2/14/25	CH COP CONTJAN 25-OVG DEC	GENERAL FUND	CITY HALL	27.20
	2/14/25	PW COPY OVG 12/1-31/24	GENERAL FUND	STREETS & TRANSPORT	9.12
	2/14/25	P&R CONT JAN 25/OVG DEC 24	PARKS & RECREATION	Parks & Recreation	17.37
	2/14/25	P&R CONT JAN 25/OVG DEC 24	PARKS & RECREATION	Parks & Recreation	7.61
				TOTAL:	94.38
CONSTANT CONTACT	2/14/25	EMAILS JAN 25	PARKS & RECREATION	Parks & Recreation	119.00
				TOTAL:	119.00

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
CORPORATION OF RANSON	2/07/25	FY2025 Q2 REIMB	CAPITAL IMPROVEMEN	NON-DEPARTMENTAL	15,880.71
				TOTAL:	15,880.71
CREAMERS TIRE & AUTO SERVICE CENTER	2/14/25	PD #20 MOUNT TIRE	GENERAL FUND	POLICE DEPARTMENT	33.60
	2/14/25	PD #13 TIRE PATCH	GENERAL FUND	POLICE DEPARTMENT	31.25
				TOTAL:	64.85
CRYSTAL FLOOR SCRUBBER	2/14/25	CC SCRUBBER LOCK & KEY X1	PARKS & RECREATION	Parks & Recreation	39.00
				TOTAL:	39.00
CSC SERVICEWORK	2/14/25	SEALANDER ACDMY FOOD 1/5/2	GENERAL FUND	POLICE DEPARTMENT	2.50
				TOTAL:	2.50
CVS PHARMACY	2/14/25	JENKINS PERSONAL CHARGE PD	GENERAL FUND	POLICE DEPARTMENT	8.05
				TOTAL:	8.05
DEPARTMENT OF TAX & REVENUE	2/28/25	WV State Withholding	GENERAL FUND	NON-DEPARTMENTAL	41.00
	2/28/25	WV State Withholding	GENERAL FUND	NON-DEPARTMENTAL	22.00
	2/28/25	WV State Withholding	GENERAL FUND	NON-DEPARTMENTAL	4,070.00
	2/28/25	WV State Withholding	GENERAL FUND	NON-DEPARTMENTAL	26.00
	2/28/25	WV State Withholding	GENERAL FUND	NON-DEPARTMENTAL	121.00
	2/28/25	WV State Withholding	GENERAL FUND	NON-DEPARTMENTAL	182.00
	2/28/25	WV State Withholding	GENERAL FUND	NON-DEPARTMENTAL	4,747.00
				TOTAL:	9,209.00
DICK'S SPORTING GOODS	2/14/25	SEALANDER ACDMY RUNNING SH	GENERAL FUND	POLICE DEPARTMENT	148.39
				TOTAL:	148.39
DIRTY GIRL	2/19/25	CLEANINGS 1/22-2/9/25	GENERAL FUND	CITY HALL	1,200.00
	2/27/25	CLEANING FEB 25	GENERAL FUND	CITY HALL	800.00
	2/19/25	CLEANINGS 1/22-2/9/25	GENERAL FUND	POLICE DEPARTMENT	438.75
	2/27/25	CLEANING FEB 25	GENERAL FUND	POLICE DEPARTMENT	351.00
	2/19/25	CLEANINGS 1/22-2/9/25	GENERAL FUND	STREETS & TRANSPORT	375.00
	2/19/25	CLEANING FEB 25	GENERAL FUND	STREETS & TRANSPORT	400.00
	2/27/25	CLEANING FEB 25	GENERAL FUND	STREETS & TRANSPORT	250.00
	2/19/25	CLEANINGS 1/22-2/9/25	PARKS & RECREATION	Parks & Recreation	500.00
	2/19/25	CLEANINGS 1/22-2/9/25	PARKS & RECREATION	Parks & Recreation	200.00
	2/19/25	CLEANINGS 1/22-2/9/25	PARKS & RECREATION	Parks & Recreation	150.00
	2/19/25	CLEANING FEB 25	PARKS & RECREATION	Parks & Recreation	900.00
	2/19/25	CLEANING FEB 25	PARKS & RECREATION	Parks & Recreation	150.00
	2/27/25	CLEANING FEB 25	PARKS & RECREATION	Parks & Recreation	400.00
	2/27/25	CLEANING FEB 25	PARKS & RECREATION	Parks & Recreation	200.00
				TOTAL:	6,314.75
DISPLAY2GO	2/14/25	CVB LINE CONTROL BASES&BEL	CONVENTION & VISIT	Convention Visitor Bur	479.85
	2/14/25	CVB LINE CONTROL BASES&BEL	CONVENTION & VISIT	Convention Visitor Bur	2,474.85
	2/14/25	CVB LINE CONTROL BASES&BEL	CONVENTION & VISIT	Convention Visitor Bur	3,489.39
				TOTAL:	6,444.09
DIVISION OF JUSTICE AND COMMUNITY SERV	2/11/25	SEALANDER ACMDY CERT	GENERAL FUND	POLICE DEPARTMENT	1,500.00
				TOTAL:	1,500.00
DOVELL & WILLIAMS	2/14/25	PW FLAT BED PARTS	GENERAL FUND	STREETS & TRANSPORT	595.71
	2/14/25	PW FLAT BED PARTS	GENERAL FUND	STREETS & TRANSPORT	499.92
	2/14/25	PW FLAT BED PARTS	GENERAL FUND	STREETS & TRANSPORT	169.94
	2/14/25	PW FLAT BED PARTS	GENERAL FUND	STREETS & TRANSPORT	744.69

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
				TOTAL:	2,010.26
DUNKIN DONUTS	2/14/25	MAYORS MTG 1/22/25	GENERAL FUND	MAYOR'S OFFICE	16.49
	2/14/25	MAYORS MTG 1/22/25	GENERAL FUND	MAYOR'S OFFICE	28.54
				TOTAL:	45.03
EFILEMYFORMS	2/14/25	EFILE P&R 2024 W2S & 1099S	GENERAL FUND	CITY HALL	51.31
	2/14/25	EFILE CVB 2024 W2S & 1099S	GENERAL FUND	CITY HALL	47.81
	2/14/25	EFILE CITY 2024 W2S & 1099	GENERAL FUND	CITY HALL	210.31
				TOTAL:	309.43
EMANUALONLINE.COM	2/14/25	PW ISUZU REPAIR MANUAL	GENERAL FUND	STREETS & TRANSPORT	46.98
				TOTAL:	46.98
ETS CORPORATION	2/03/25	JAN2025 MERCH FEES - CITY	GENERAL FUND	CITY HALL	169.13
	2/03/25	JAN2025 MERCH FEES - MGO C	GENERAL FUND	CITY HALL	3,182.55
				TOTAL:	3,351.68
EXXON	2/14/25	WHEAT FUEL 1/13/25	GENERAL FUND	POLICE DEPARTMENT	49.19
				TOTAL:	49.19
FACEBOOK	2/14/25	CT/RNSN PRDE AD 11/29-12/6	CONVENTION & VISIT	Convention Visitor Bur	11.56
				TOTAL:	11.56
FBI NATIONAL ACADEMY ASSOC.	2/14/25	ROBERTS MBRSHP 2025 DUES	GENERAL FUND	POLICE DEPARTMENT	100.00
	2/14/25	M CUSTER MBRSHP 2025 DUES	GENERAL FUND	POLICE DEPARTMENT	100.00
				TOTAL:	200.00
FIRST CITIZEN BANK & TRUST CO	2/05/25	1&3 FLR COPIER JAN 25	GENERAL FUND	CITY HALL	478.00
				TOTAL:	478.00
FISHER AUTO PARTS INC	2/14/25	PD #13 BATTERY	GENERAL FUND	POLICE DEPARTMENT	204.95
				TOTAL:	204.95
FLOORCLEANINGMACHINEUSA	2/14/25	CC FLR CLNR AND SQUEEGEE X	PARKS & RECREATION	Parks & Recreation	78.00
	2/14/25	CC FLR CLNR AND SQUEEGEE X	PARKS & RECREATION	Parks & Recreation	189.00
				TOTAL:	267.00
FRONTIER	2/11/25	CH FIRE ALARM JAN 25	GENERAL FUND	CITY HALL	132.85
	2/11/25	CH FAX LINE FEB 25	GENERAL FUND	CITY HALL	134.01
	2/24/25	TRIFECTA ALARM FEB 25	GENERAL FUND	CITY HALL	164.30
	2/24/25	CH ELEVATOR FEB 25	GENERAL FUND	CITY HALL	96.10
	2/27/25	PD FAX LINE FEB 25	GENERAL FUND	POLICE DEPARTMENT	179.49
				TOTAL:	706.75
GALLS INC	2/14/25	PD BLACK BOOTS X1	GENERAL FUND	POLICE DEPARTMENT	122.98
				TOTAL:	122.98
HAGERSTOWN FORD	2/27/25	24 FORD EXPEDITION	CAPITAL IMPROVEMEN	GENERAL GOVERNMENT	49,204.00
				TOTAL:	49,204.00
HARBOR FREIGHT TOOLS	2/14/25	PW TOOLS	GENERAL FUND	STREETS & TRANSPORT	39.99
	2/14/25	PW TOOLS	GENERAL FUND	STREETS & TRANSPORT	14.99
	2/14/25	PW TOOLS	GENERAL FUND	STREETS & TRANSPORT	14.99
	2/14/25	PW TOOLS	GENERAL FUND	STREETS & TRANSPORT	44.99
	2/14/25	PW TOOLS	GENERAL FUND	STREETS & TRANSPORT	74.99

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
				TOTAL:	189.95
HARRIS TREE REMOVAL & SERVICES	2/07/25	11TH AVE ALLEY TREE REMV	CAPITAL IMPROVEMEN	STREETS - PUBLIC WORKS	3,000.00
	2/11/25	408 11TH ALLEY TREE RMVL	CAPITAL IMPROVEMEN	STREETS - PUBLIC WORKS	1,500.00
	2/14/25	305 12TH AVE TREE REMVL	CAPITAL IMPROVEMEN	STREETS - PUBLIC WORKS	1,600.00
				TOTAL:	6,100.00
HOME DEPOT	2/14/25	WREATH RACK BUILD OUT	GENERAL FUND	CITY HALL	65.76
	2/14/25	TRIFECTA DRYWALL RETURN	GENERAL FUND	CITY HALL	295.41-
	2/14/25	TRIFECTA INSULATION/DRYWAL	GENERAL FUND	CITY HALL	144.00
	2/14/25	TRIFECTA INSULATION/DRYWAL	GENERAL FUND	CITY HALL	3.67
	2/14/25	TRIFECTA INSULATION/DRYWAL	GENERAL FUND	CITY HALL	295.41
	2/14/25	TRIFECTA INSULATION X4	GENERAL FUND	CITY HALL	373.28
	2/14/25	TRIFECTA LIGHTBLUBS/BROOMS	GENERAL FUND	CITY HALL	39.97
	2/14/25	TRIFECTA LIGHTBLUBS/BROOMS	GENERAL FUND	CITY HALL	39.88
	2/14/25	PD WALL HEATER X1/BREAKER	GENERAL FUND	POLICE DEPARTMENT	157.00
	2/14/25	PD WALL HEATER X1/BREAKER	GENERAL FUND	POLICE DEPARTMENT	15.98
	2/14/25	PD TANDEM 15A BREAKER	GENERAL FUND	POLICE DEPARTMENT	27.56
	2/14/25	PD HEATERS BREAKERS X2	GENERAL FUND	POLICE DEPARTMENT	31.19
	2/14/25	PD HEATER & FOAM INSULATIO	GENERAL FUND	POLICE DEPARTMENT	102.35
	2/14/25	MF WATER HEATER, PIPE CUTT	GENERAL FUND	STREETS & TRANSPORT	13.98
	2/14/25	TRIFECTA CLN UP SQUEEGEE X	GENERAL FUND	STREETS & TRANSPORT	131.88
	2/14/25	TRIFECTA INSULATION/DRYWAL	GENERAL FUND	STREETS & TRANSPORT	22.98
	2/14/25	MF PAINT SUPPLIES	GENERAL FUND	STREETS & TRANSPORT	6.48
	2/14/25	PW GLOVES X1	GENERAL FUND	STREETS & TRANSPORT	14.57
	2/14/25	PW CONCRETE X1	GENERAL FUND	STREETS & TRANSPORT	6.86
	2/14/25	TRIFECTA LIGHTBLUBS/BROOMS	GENERAL FUND	STREETS & TRANSPORT	9.97
	2/14/25	TRIFECTA LIGHTBLUBS/BROOMS	GENERAL FUND	STREETS & TRANSPORT	16.47
	2/14/25	PW STEP LADDER X1	GENERAL FUND	STREETS & TRANSPORT	129.00
	2/14/25	PD HEATER & FOAM INSULATIO	GENERAL FUND	STREETS & TRANSPORT	19.94
	2/14/25	PD CAULK WINDOW&DOORS	GENERAL FUND	STREETS & TRANSPORT	20.94
	2/14/25	PW DRIVER SET & IMPACT BIT	GENERAL FUND	STREETS & TRANSPORT	41.94
	2/14/25	PW WATER TANK REPAIR PART	GENERAL FUND	STREETS & TRANSPORT	100.58
	2/14/25	PW BOLTS X2, MAG SOCKET RA	GENERAL FUND	STREETS & TRANSPORT	25.47
	2/14/25	PW SWVL MAG SKT X2, DRVR S	GENERAL FUND	STREETS & TRANSPORT	59.91
	2/14/25	PW DEEP WELL SCKT, LUBE	GENERAL FUND	STREETS & TRANSPORT	35.90
	2/14/25	MF WATER HEATER, PIPE CUTT	PARKS & RECREATION	Parks & Recreation	519.98
	2/14/25	MF PAINT SUPPLIES	PARKS & RECREATION	Parks & Recreation	6.98
	2/14/25	MF PAINT SUPPLIES	PARKS & RECREATION	Parks & Recreation	7.47
	2/14/25	MF PAINT SUPPLIES	PARKS & RECREATION	Parks & Recreation	11.98
	2/14/25	MF PAINT SUPPLIES	PARKS & RECREATION	Parks & Recreation	8.48
	2/14/25	MF PAINT SUPPLIES	PARKS & RECREATION	Parks & Recreation	8.98
	2/14/25	MF PAINT SUPPLIES	PARKS & RECREATION	Parks & Recreation	12.48
	2/14/25	MF PAINT SUPPLIES	PARKS & RECREATION	Parks & Recreation	31.92
	2/14/25	MF HVAC FILTERS X5	PARKS & RECREATION	Parks & Recreation	109.89
	2/14/25	CC HEATER X1	PARKS & RECREATION	Parks & Recreation	59.97
	2/14/25	CC MASKS AND GLOVES	PARKS & RECREATION	Parks & Recreation	20.88
				TOTAL:	2,456.52
HOME TEAM PEST DEFENSE	2/14/25	CH PEST CONTROL JAN 25	GENERAL FUND	CITY HALL	273.80
	2/14/25	PW PEST CONTROL JAN 25	GENERAL FUND	STREETS & TRANSPORT	79.40
				TOTAL:	353.20
HUSSON'S PIZZA	2/14/25	SEALANDER ACDMY FOOD 1/7/2	GENERAL FUND	POLICE DEPARTMENT	14.71
				TOTAL:	14.71

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
IHOP	2/14/25	SEALANDER ACDMY FOOD 1/6/2	GENERAL FUND	POLICE DEPARTMENT	22.85
				TOTAL:	22.85
INTERNAL REVENUE SERVICE	2/04/25	Federal Withholding	GENERAL FUND	NON-DEPARTMENTAL	15.71
	2/05/25	Federal Withholding	GENERAL FUND	NON-DEPARTMENTAL	33.99
	2/14/25	Federal Withholding	GENERAL FUND	NON-DEPARTMENTAL	11,170.27
	2/10/25	Federal Withholding	GENERAL FUND	NON-DEPARTMENTAL	38.79
	2/14/25	Federal Withholding	GENERAL FUND	NON-DEPARTMENTAL	242.89
	2/19/25	Federal Withholding	GENERAL FUND	NON-DEPARTMENTAL	620.89
	2/28/25	Federal Withholding	GENERAL FUND	NON-DEPARTMENTAL	11,714.26
	2/04/25	Social Security Payable	GENERAL FUND	NON-DEPARTMENTAL	81.28
	2/05/25	Social Security Payable	GENERAL FUND	NON-DEPARTMENTAL	56.84
	2/14/25	Social Security Payable	GENERAL FUND	NON-DEPARTMENTAL	7,658.56
	2/10/25	Social Security Payable	GENERAL FUND	NON-DEPARTMENTAL	59.82
	2/14/25	Social Security Payable	GENERAL FUND	NON-DEPARTMENTAL	216.25
	2/19/25	Social Security Payable	GENERAL FUND	NON-DEPARTMENTAL	303.18
	2/28/25	Social Security Payable	GENERAL FUND	NON-DEPARTMENTAL	7,905.44
	2/04/25	Medicare Payable	GENERAL FUND	NON-DEPARTMENTAL	19.01
	2/05/25	Medicare Payable	GENERAL FUND	NON-DEPARTMENTAL	13.29
	2/14/25	Medicare Payable	GENERAL FUND	NON-DEPARTMENTAL	1,791.08
	2/10/25	Medicare Payable	GENERAL FUND	NON-DEPARTMENTAL	13.99
	2/14/25	Medicare Payable	GENERAL FUND	NON-DEPARTMENTAL	50.58
	2/19/25	Medicare Payable	GENERAL FUND	NON-DEPARTMENTAL	70.90
	2/28/25	Medicare Payable	GENERAL FUND	NON-DEPARTMENTAL	1,848.79
	2/28/25	Social Security Payable	GENERAL FUND	MAYOR'S OFFICE	62.00
	2/28/25	Medicare Payable	GENERAL FUND	MAYOR'S OFFICE	14.50
	2/28/25	Social Security Payable	GENERAL FUND	CITY COUNCIL	310.02
	2/28/25	Medicare Payable	GENERAL FUND	CITY COUNCIL	72.48
	2/14/25	Social Security Payable	GENERAL FUND	CITY ADMINISTRATION	579.20
	2/28/25	Social Security Payable	GENERAL FUND	CITY ADMINISTRATION	579.20
	2/14/25	Medicare Payable	GENERAL FUND	CITY ADMINISTRATION	135.46
	2/28/25	Medicare Payable	GENERAL FUND	CITY ADMINISTRATION	135.46
	2/28/25	Social Security Payable	GENERAL FUND	POLICE JUDGE'S OFFICE	117.80
	2/28/25	Medicare Payable	GENERAL FUND	POLICE JUDGE'S OFFICE	27.55
	2/14/25	Social Security Payable	GENERAL FUND	PLANNING & ZONING	864.33
	2/28/25	Social Security Payable	GENERAL FUND	PLANNING & ZONING	860.08
	2/14/25	Medicare Payable	GENERAL FUND	PLANNING & ZONING	202.14
	2/28/25	Medicare Payable	GENERAL FUND	PLANNING & ZONING	201.15
	2/14/25	Social Security Payable	GENERAL FUND	CITY HALL	616.78
	2/28/25	Social Security Payable	GENERAL FUND	CITY HALL	623.26
	2/14/25	Medicare Payable	GENERAL FUND	CITY HALL	144.24
	2/28/25	Medicare Payable	GENERAL FUND	CITY HALL	145.76
	2/04/25	Social Security Payable	GENERAL FUND	POLICE DEPARTMENT	81.28
	2/05/25	Social Security Payable	GENERAL FUND	POLICE DEPARTMENT	56.84
	2/14/25	Social Security Payable	GENERAL FUND	POLICE DEPARTMENT	4,119.18
	2/10/25	Social Security Payable	GENERAL FUND	POLICE DEPARTMENT	59.82
	2/14/25	Social Security Payable	GENERAL FUND	POLICE DEPARTMENT	216.25
	2/19/25	Social Security Payable	GENERAL FUND	POLICE DEPARTMENT	303.18
	2/28/25	Social Security Payable	GENERAL FUND	POLICE DEPARTMENT	4,030.91
	2/04/25	Medicare Payable	GENERAL FUND	POLICE DEPARTMENT	19.01
	2/05/25	Medicare Payable	GENERAL FUND	POLICE DEPARTMENT	13.29
	2/14/25	Medicare Payable	GENERAL FUND	POLICE DEPARTMENT	963.33
	2/10/25	Medicare Payable	GENERAL FUND	POLICE DEPARTMENT	13.99
	2/14/25	Medicare Payable	GENERAL FUND	POLICE DEPARTMENT	50.58
	2/19/25	Medicare Payable	GENERAL FUND	POLICE DEPARTMENT	70.90
	2/28/25	Medicare Payable	GENERAL FUND	POLICE DEPARTMENT	942.68

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	2/14/25	Social Security Payable	GENERAL FUND	STREETS & TRANSPORT	1,479.07
	2/28/25	Social Security Payable	GENERAL FUND	STREETS & TRANSPORT	1,322.17
	2/14/25	Medicare Payable	GENERAL FUND	STREETS & TRANSPORT	345.91
	2/28/25	Medicare Payable	GENERAL FUND	STREETS & TRANSPORT	309.21
				TOTAL:	64,014.82
J&K PRECISION	2/14/25	PD #10 USED ENGINE & REPAI	GENERAL FUND	POLICE DEPARTMENT	1,928.80
	2/14/25	PD #10 USED ENGINE & REPAI	GENERAL FUND	POLICE DEPARTMENT	108.78
	2/14/25	PD #10 USED ENGINE & REPAI	GENERAL FUND	POLICE DEPARTMENT	1,721.25
	2/14/25	PD #10 USED ENGINE & REPAI	GENERAL FUND	POLICE DEPARTMENT	26.99
	2/14/25	PD #10 USED ENGINE & REPAI	GENERAL FUND	POLICE DEPARTMENT	36.00
	2/14/25	PD #10 USED ENGINE & REPAI	GENERAL FUND	POLICE DEPARTMENT	5.00
	2/14/25	PD #10 USED ENGINE & REPAI	GENERAL FUND	POLICE DEPARTMENT	1,362.50
	2/14/25	PD #10 USED ENGINE & REPAI	GENERAL FUND	POLICE DEPARTMENT	50.00
	2/14/25	PD #10 USED ENGINE & REPAI	GENERAL FUND	POLICE DEPARTMENT	1,890.00
	2/14/25	PD #10 USED ENGINE & REPAI	GENERAL FUND	POLICE DEPARTMENT	75.95
	2/14/25	PD #10 USED ENGINE & REPAI	GENERAL FUND	POLICE DEPARTMENT	99.95
	2/14/25	PD #10 USED ENGINE & REPAI	GENERAL FUND	POLICE DEPARTMENT	305.22-
	2/14/25	PD #24 BATTERY X2/INSP STI	GENERAL FUND	POLICE DEPARTMENT	1,181.65
	2/14/25	PD #24 BATTERY X2/INSP STI	GENERAL FUND	POLICE DEPARTMENT	6.00
	2/14/25	PD #12 BATTERY TEST	GENERAL FUND	POLICE DEPARTMENT	680.00
	2/14/25	PW #35 FRONT INTERFACE MOD	GENERAL FUND	STREETS & TRANSPORT	1,708.59
				TOTAL:	10,576.24
JACQUELINE C SHADLE, COUNTY CLERK	2/11/25	P&Z DEED BKS JAN 25	GENERAL FUND	PLANNING & ZONING	22.50
	2/11/25	P&Z DEED BKS JAN 25	GENERAL FUND	PLANNING & ZONING	22.50
	2/11/25	P&Z DEED BKS JAN 25	GENERAL FUND	PLANNING & ZONING	3.50
				TOTAL:	48.50
JDTCOJERSEYDISCOUNT	2/14/25	PW 3PC TORQUE ADAPTER SET	GENERAL FUND	STREETS & TRANSPORT	105.95
				TOTAL:	105.95
JEFFERSON COUNTY EMERGENCY COMMUNICATI	2/24/25	CAD/MOBILE 11/6-12/5/24	GENERAL FUND	POLICE DEPARTMENT	390.35
				TOTAL:	390.35
JEFFERSON COUNTY SOLID WASTE AUTHORITY	2/11/25	PW CLN UP JAN 25	GENERAL FUND	STREETS & TRANSPORT	138.94
				TOTAL:	138.94
JEFFERSON COUNTY CVB	2/05/25	HOTEL TAX COLLECT JAN 25	GENERAL FUND	INVALID DEPARTMENT	16,250.34
				TOTAL:	16,250.34
JEFFERSON PUBLISHING CO. INC	2/14/25	P&Z BZA OPENING 11/14	GENERAL FUND	PLANNING & ZONING	45.26
	2/14/25	P&Z BLD CD BOARD OPEN 11/1	GENERAL FUND	PLANNING & ZONING	52.34
	2/14/25	NPH LAKELAND PL FF XING 1/	GENERAL FUND	PLANNING & ZONING	42.90
	2/14/25	PN OF ELECTION 12/26/24	GENERAL FUND	ELECTIONS	51.78
	2/14/25	P&R BOARD OPEN POSITIONS 1	PARKS & RECREATION	Parks & Recreation	49.98
				TOTAL:	242.26
JEFFERSON SECURITY BANK	2/14/25	Christmas Club	GENERAL FUND	NON-DEPARTMENTAL	685.00
	2/28/25	Christmas Club	GENERAL FUND	NON-DEPARTMENTAL	645.00
				TOTAL:	1,330.00
JOHN HANCOCK	2/14/25	457b payment	GENERAL FUND	NON-DEPARTMENTAL	8,613.07
	2/28/25	457b payment	GENERAL FUND	NON-DEPARTMENTAL	8,683.92
	2/14/25	Ret OVT Contribution	GENERAL FUND	NON-DEPARTMENTAL	605.00
	2/28/25	Ret OVT Contribution	GENERAL FUND	NON-DEPARTMENTAL	258.87

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	2/14/25	ROTH 457b Payment	GENERAL FUND	NON-DEPARTMENTAL	656.18
	2/28/25	ROTH 457b Payment	GENERAL FUND	NON-DEPARTMENTAL	759.32
	2/14/25	401a Payment	GENERAL FUND	CITY ADMINISTRATION	447.00
	2/28/25	401a Payment	GENERAL FUND	CITY ADMINISTRATION	447.00
	2/14/25	457b payment	GENERAL FUND	CITY ADMINISTRATION	447.00
	2/28/25	457b payment	GENERAL FUND	CITY ADMINISTRATION	447.00
	2/14/25	401a Payment	GENERAL FUND	PLANNING & ZONING	672.38
	2/28/25	401a Payment	GENERAL FUND	PLANNING & ZONING	672.38
	2/14/25	457b payment	GENERAL FUND	PLANNING & ZONING	523.15
	2/28/25	457b payment	GENERAL FUND	PLANNING & ZONING	523.15
	2/14/25	401a Payment	GENERAL FUND	CITY HALL	478.20
	2/28/25	401a Payment	GENERAL FUND	CITY HALL	478.20
	2/14/25	457b payment	GENERAL FUND	CITY HALL	375.58
	2/28/25	457b payment	GENERAL FUND	CITY HALL	478.20
	2/14/25	401a Payment	GENERAL FUND	POLICE DEPARTMENT	2,910.96
	2/28/25	401a Payment	GENERAL FUND	POLICE DEPARTMENT	2,910.96
	2/14/25	457b payment	GENERAL FUND	POLICE DEPARTMENT	2,648.47
	2/28/25	457b payment	GENERAL FUND	POLICE DEPARTMENT	2,648.47
	2/14/25	401a Payment	GENERAL FUND	STREETS & TRANSPORT	999.83
	2/28/25	401a Payment	GENERAL FUND	STREETS & TRANSPORT	999.83
	2/14/25	457b payment	GENERAL FUND	STREETS & TRANSPORT	880.88
	2/28/25	457b payment	GENERAL FUND	STREETS & TRANSPORT	952.25
				TOTAL:	40,517.25
JOHNSON & JOHNSON HEATING AND A/C	2/14/25	CC HVAC UNIT 1 DIAGNOSTIC	PARKS & RECREATION	Parks & Recreation	175.00
				TOTAL:	175.00
KIMLEY - HORN AND ASSOCIATES INC.	2/24/25	P&Z FY25 SVC JAN 25	GENERAL FUND	PLANNING & ZONING	6,231.55
				TOTAL:	6,231.55
LEAF	2/07/25	P&Z COPIER JAN 25	GENERAL FUND	CITY HALL	129.00
	2/11/25	PW COPIER JAN 25	GENERAL FUND	STREETS & TRANSPORT	123.00
				TOTAL:	252.00
LIBERTY	2/14/25	MCCLURE FUEL 1/15/25	PARKS & RECREATION	Parks & Recreation	48.11
				TOTAL:	48.11
LINCOLN FINANCIAL GROUP	2/04/25	FEB LIFE INS,STD,LTD,PREMI	GENERAL FUND	NON-DEPARTMENTAL	283.96
	2/04/25	FEB LIFE INS,STD,LTD,PREMI	GENERAL FUND	CITY ADMINISTRATION	224.09
	2/04/25	FEB LIFE INS,STD,LTD,PREMI	GENERAL FUND	PLANNING & ZONING	370.41
	2/04/25	FEB LIFE INS,STD,LTD,PREMI	GENERAL FUND	CITY HALL	267.14
	2/04/25	FEB LIFE INS,STD,LTD,PREMI	GENERAL FUND	POLICE DEPARTMENT	1,568.56
	2/04/25	FEB LIFE INS,STD,LTD,PREMI	GENERAL FUND	STREETS & TRANSPORT	618.04
	2/04/25	FEB LIFE INS,STD,LTD,PREMI	PARKS & RECREATION	NON-DEPARTMENTAL	67.12
	2/04/25	FEB LIFE INS,STD,LTD,PREMI	PARKS & RECREATION	Parks & Recreation	179.55
				TOTAL:	3,578.87
LOVES	2/14/25	SEALANDER FUEL 1/5-12/25	GENERAL FUND	POLICE DEPARTMENT	52.55
				TOTAL:	52.55
LOWE'S	2/14/25	PD HEATER/OSCILLATING TOOL	GENERAL FUND	POLICE DEPARTMENT	86.37
	2/14/25	PD HEATER/OSCILLATING TOOL	GENERAL FUND	STREETS & TRANSPORT	169.00
	2/14/25	PD HEATER/OSCILLATING TOOL	GENERAL FUND	STREETS & TRANSPORT	39.98
				TOTAL:	295.35
MAGLITE	2/14/25	PD MAGLITE FLASHLIGHTS X5	GENERAL FUND	POLICE DEPARTMENT	575.00

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
				TOTAL:	575.00
MARLIN LEASING CORPORATION	2/27/25	COPIER 2/5-3/4/25	GENERAL FUND	POLICE DEPARTMENT	406.82
	2/27/25	COPIER 2/5-3/4/25	GENERAL FUND	POLICE DEPARTMENT	159.98
				TOTAL:	566.80
MARONDA HOMES OF VIRGINIA LLC	2/27/25	25-50 PERMIT REFUND	GENERAL FUND	NON-DEPARTMENTAL	1,000.00
	2/27/25	25-50 PERMIT REFUND	GENERAL FUND	NON-DEPARTMENTAL	710.00
	2/27/25	25-50 PERMIT REFUND	GENERAL FUND	NON-DEPARTMENTAL	100.00
	2/27/25	25-78 PERMIT REFUND	GENERAL FUND	NON-DEPARTMENTAL	1,000.00
	2/27/25	25-78 PERMIT REFUND	GENERAL FUND	NON-DEPARTMENTAL	1,227.50
	2/27/25	25-78 PERMIT REFUND	GENERAL FUND	NON-DEPARTMENTAL	100.00
	2/14/25	25-47 SURETY RELEASE	DEVELOPMENT BONDS	NON-DEPARTMENTAL	1,500.00
				TOTAL:	5,637.50
MARTINS FOOD STORE	2/14/25	MAYORS MTG 1/22/25	GENERAL FUND	MAYOR'S OFFICE	12.00
	2/14/25	MAYORS MTG 1/22/25	GENERAL FUND	MAYOR'S OFFICE	3.99
				TOTAL:	15.99
MATTHEW W. ANDERSON, PE, PLLC	2/14/25	P&Z INSPECTIONS 12/27/24	GENERAL FUND	PLANNING & ZONING	700.00
	2/14/25	P&Z INSPECTIONS 1/10/25	GENERAL FUND	PLANNING & ZONING	1,600.00
	2/14/25	P&Z INSPECTIONS 1/21-24/25	GENERAL FUND	PLANNING & ZONING	1,300.00
				TOTAL:	3,600.00
MCDONALDS	2/14/25	SEALANDER ACDMY FOOD 1/26/	GENERAL FUND	POLICE DEPARTMENT	14.31
				TOTAL:	14.31
METLIFE	2/03/25	FEB 2025 DENTAL INS PREMIU	GENERAL FUND	CITY ADMINISTRATION	330.87
	2/03/25	FEB 2025 DENTAL INS PREMIU	GENERAL FUND	PLANNING & ZONING	312.04
	2/03/25	FEB 2025 DENTAL INS PREMIU	GENERAL FUND	CITY HALL	122.40
	2/03/25	FEB 2025 DENTAL INS PREMIU	GENERAL FUND	POLICE DEPARTMENT	1,690.68
	2/03/25	FEB 2025 DENTAL INS PREMIU	GENERAL FUND	STREETS & TRANSPORT	815.08
	2/03/25	FEB 2025 DENTAL INS PREMIU	PARKS & RECREATION	Parks & Recreation	92.82
				TOTAL:	3,363.89
METROPOLITAN COMPOUNDS	2/14/25	PW SUPER POWER CLNR 5 GAL	GENERAL FUND	STREETS & TRANSPORT	578.96
				TOTAL:	578.96
MILLERS SUPPLIES AT WORK	2/14/25	CH WATER DEPOSIT 18 BOTTLE	GENERAL FUND	CITY HALL	144.00-
	2/14/25	CH WATER X24	GENERAL FUND	CITY HALL	358.80
	2/14/25	PD WATER BOTTLE DEP X12	GENERAL FUND	POLICE DEPARTMENT	96.00-
	2/14/25	PD WATER X11	GENERAL FUND	POLICE DEPARTMENT	164.45
	2/14/25	PW WATER X6	GENERAL FUND	STREETS & TRANSPORT	89.70
				TOTAL:	372.95
MOTOROLA SOLUTIONS, INC	2/05/25	CAD MAINT SEP 24-AUG 25	GENERAL FUND	POLICE DEPARTMENT	12,281.32
				TOTAL:	12,281.32
NAPA AUTO PARTS	2/11/25	PW #4 WIPER BLADES (4)	GENERAL FUND	STREETS & TRANSPORT	43.20
	2/14/25	PW FUEL FLTRS X5 DSL CLNR	GENERAL FUND	STREETS & TRANSPORT	30.32
	2/14/25	PW FUEL FLTRS X5 DSL CLNR	GENERAL FUND	STREETS & TRANSPORT	29.97
				TOTAL:	103.49
NCR PAYMENT SOLUTIONS, FL, LLC	2/19/25	PSI PMT PORT SUP JAN 25	GENERAL FUND	CITY HALL	50.00
				TOTAL:	50.00

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
OFFICE MAX/DEPOT	2/14/25	W2 ENVELOPES X75	GENERAL FUND	CITY HALL	57.43
				TOTAL:	57.43
PAYMENTECH - MERCH FEES	2/04/25	JAN2025 TYLER CITY CC FEES	GENERAL FUND	CITY HALL	499.00
				TOTAL:	499.00
PEIA	2/04/25	FEB 2025 HEALTH INS PREMIU	GENERAL FUND	CITY ADMINISTRATION	4,378.48
	2/04/25	FEB 2025 HEALTH INS PREMIU	GENERAL FUND	PLANNING & ZONING	5,358.90
	2/04/25	FEB 2025 HEALTH INS PREMIU	GENERAL FUND	CITY HALL	2,990.92
	2/04/25	FEB 2025 HEALTH INS PREMIU	GENERAL FUND	POLICE DEPARTMENT	25,010.58
	2/04/25	FEB 2025 HEALTH INS PREMIU	GENERAL FUND	STREETS & TRANSPORT	9,998.84
	2/04/25	FEB 2025 HEALTH INS PREMIU	PARKS & RECREATION	NON-DEPARTMENTAL	11.90
	2/04/25	FEB 2025 HEALTH INS PREMIU	PARKS & RECREATION	Parks & Recreation	2,150.94
				TOTAL:	49,900.56
R&L LANDSCAPES, INC.	2/05/25	LANDSCAPE FEB 25	GENERAL FUND	POLICE DEPARTMENT	166.66
	2/05/25	LANDSCAPE FEB 25	GENERAL FUND	STREETS & TRANSPORT	8,120.43
	2/19/25	FF XING SNOW 2/11-12/25	GENERAL FUND	STREETS & TRANSPORT	200.00
	2/19/25	FF XING SNOW 2/11-12/25	GENERAL FUND	STREETS & TRANSPORT	700.00
	2/19/25	TRIFECTA SNOW 2/11-12/25	GENERAL FUND	STREETS & TRANSPORT	100.00
	2/19/25	TRIFECTA SNOW 2/11-12/25	GENERAL FUND	STREETS & TRANSPORT	350.00
	2/19/25	TRIFECTA SNOW 2/11-12/25	GENERAL FUND	STREETS & TRANSPORT	400.00
	2/19/25	TRIFECTA SNOW 2/11-12/25	GENERAL FUND	STREETS & TRANSPORT	440.00
	2/05/25	LANDSCAPE FEB 25	PARKS & RECREATION	Parks & Recreation	1,475.00
	2/05/25	LANDSCAPE FEB 25	PARKS & RECREATION	Parks & Recreation	291.66
				TOTAL:	12,243.75
RANSON POST OFFICE	2/14/25	941 MAILING 2024 Q4	GENERAL FUND	CITY HALL	9.96
	2/14/25	MAILED RADAR TO BE FIXED	GENERAL FUND	POLICE DEPARTMENT	10.50
				TOTAL:	20.46
RCS SECURITY	2/14/25	CH CELLULAR&MONT 1/1-3/31/	GENERAL FUND	CITY HALL	36.00
	2/14/25	CH CELLULAR&MONT 1/1-3/31/	GENERAL FUND	CITY HALL	54.00
	2/14/25	CVB CELL& MONT SVC 1/1-3/3	PARKS & RECREATION	Parks & Recreation	54.00
	2/14/25	CVB CELL& MONT SVC 1/1-3/3	PARKS & RECREATION	Parks & Recreation	36.00
				TOTAL:	180.00
RICE TIRE CO	2/14/25	PD #7 TIRE X1	GENERAL FUND	POLICE DEPARTMENT	137.76
				TOTAL:	137.76
ROYAL FARMS	2/14/25	LANCASTER FUEL 1/21/25	GENERAL FUND	POLICE DEPARTMENT	47.39
				TOTAL:	47.39
RUCKMAN ENGINEERING PLC	2/19/25	PERMIT RVW 2/14/25	GENERAL FUND	PLANNING & ZONING	200.00
	2/27/25	PRMT RVW 2/17-21/25	GENERAL FUND	PLANNING & ZONING	600.00
				TOTAL:	800.00
SCPDC	2/11/25	MY GOV JAN 25	GENERAL FUND	PLANNING & ZONING	540.42
				TOTAL:	540.42
SERVICE MASTER	2/07/25	BLD PERMIT 25-48 REFUND	GENERAL FUND	NON-DEPARTMENTAL	100.00
				TOTAL:	100.00
SHADE EQUIPMENT	2/27/25	PW SNOW PLOW PARTS	GENERAL FUND	STREETS & TRANSPORT	444.00
	2/27/25	PW SNOW PLOW PARTS	GENERAL FUND	STREETS & TRANSPORT	38.00
	2/27/25	PW SNOW PLOW PARTS	GENERAL FUND	STREETS & TRANSPORT	55.95

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	2/27/25	PW SNOW PLOW PARTS	GENERAL FUND	STREETS & TRANSPORT	251.40
	2/27/25	PW SNOW PLOW SHOES	GENERAL FUND	STREETS & TRANSPORT	178.00
				TOTAL:	967.35
SHEETZ	2/14/25	COULTER FUEL 1/2-24/25	GENERAL FUND	PLANNING & ZONING	84.83
	2/14/25	WHEAT FUEL 1/10/25	GENERAL FUND	POLICE DEPARTMENT	36.30
	2/14/25	HUTCHERSON FUEL 12/30/24-1	GENERAL FUND	POLICE DEPARTMENT	478.26
	2/14/25	LUTMAN FUEL 1/3-16/25	GENERAL FUND	POLICE DEPARTMENT	87.45
	2/14/25	HOOD FUEL 1/6/25	GENERAL FUND	POLICE DEPARTMENT	39.00
	2/14/25	PALMER FUEL 1/3-16/25	GENERAL FUND	POLICE DEPARTMENT	89.66
	2/14/25	LANCASTER FUEL 12/31/24-1/	GENERAL FUND	POLICE DEPARTMENT	370.75
	2/14/25	JENKINS FUEL 1/12-15/25	GENERAL FUND	POLICE DEPARTMENT	109.32
	2/14/25	SEALANDER FUEL 1/7-26/25	GENERAL FUND	POLICE DEPARTMENT	298.37
	2/14/25	SEALANDER ACDMY FOOD 1/20	GENERAL FUND	POLICE DEPARTMENT	13.01
	2/14/25	SEALANDER ACDMY FOOD 1/24/	GENERAL FUND	POLICE DEPARTMENT	14.40
	2/14/25	PIERSON FUEL 1/14/25	GENERAL FUND	STREETS & TRANSPORT	79.33
	2/14/25	DIX FUEL 1/2-29/25	GENERAL FUND	STREETS & TRANSPORT	462.90
	2/14/25	COSTELLO FUEL 1/10/25	GENERAL FUND	STREETS & TRANSPORT	76.00
	2/14/25	SMITH FUEL 1/16-24/25	GENERAL FUND	STREETS & TRANSPORT	127.42
	2/14/25	HARDER FUEL 1/2-27/24	GENERAL FUND	STREETS & TRANSPORT	478.12
	2/14/25	W SILVEOUS FUEL 1/2-23/25	GENERAL FUND	STREETS & TRANSPORT	338.08
	2/14/25	R HAWKINS FUEL 1/14-17/25	GENERAL FUND	STREETS & TRANSPORT	168.45
	2/14/25	WHITE FUEL 1/2-7/25	GENERAL FUND	STREETS & TRANSPORT	415.66
				TOTAL:	3,767.31
SPEEDWAY	2/14/25	SEALANDER FUEL 1/7-17/25	GENERAL FUND	POLICE DEPARTMENT	81.01
				TOTAL:	81.01
STEPTOE & JOHNSON PLLC	2/24/25	VRP PROP MATTERS LEGAL SV	GENERAL FUND	CITY HALL	1,394.00
				TOTAL:	1,394.00
SUNOCO	2/14/25	HOOD FUEL 1/6-28/25	GENERAL FUND	POLICE DEPARTMENT	90.74
	2/14/25	PALMER FUEL 1/1-30/25	GENERAL FUND	POLICE DEPARTMENT	380.31
	2/14/25	HARDER FUEL 1/21/25	GENERAL FUND	STREETS & TRANSPORT	300.00
	2/14/25	COOK FUEL 1/6/25	GENERAL FUND	STREETS & TRANSPORT	46.07
	2/14/25	R HAWKINS FUEL 1/3/25	GENERAL FUND	STREETS & TRANSPORT	53.95
	2/14/25	WHITE FUEL 1/3-24/25	GENERAL FUND	STREETS & TRANSPORT	312.64
				TOTAL:	1,183.71
SUPERIOR AUTO BODY LLC	2/14/25	PD #16 INSURANCE CO-PAY	GENERAL FUND	POLICE DEPARTMENT	1,000.00
				TOTAL:	1,000.00
SUPERIOR LAUNDRIES INC.	2/05/25	PD & PW MATS 1/1/25	GENERAL FUND	POLICE DEPARTMENT	22.41
	2/05/25	PD & PW MATS 1/8/25	GENERAL FUND	POLICE DEPARTMENT	22.41
	2/05/25	PD & PW MATS 1/15/25	GENERAL FUND	POLICE DEPARTMENT	22.41
	2/05/25	PD & PW MATS 1/22/25	GENERAL FUND	POLICE DEPARTMENT	22.41
	2/05/25	PD & PW MATS 1/29/25	GENERAL FUND	POLICE DEPARTMENT	22.41
	2/05/25	PD & PW MATS 1/1/25	GENERAL FUND	STREETS & TRANSPORT	15.27
	2/05/25	PD & PW MATS 1/8/25	GENERAL FUND	STREETS & TRANSPORT	15.27
	2/05/25	PD & PW MATS 1/15/25	GENERAL FUND	STREETS & TRANSPORT	15.27
	2/05/25	PD & PW MATS 1/22/25	GENERAL FUND	STREETS & TRANSPORT	15.27
	2/05/25	PD & PW MATS 1/29/25	GENERAL FUND	STREETS & TRANSPORT	15.27
				TOTAL:	188.40
T-MOBILE	2/05/25	CELL PHONE JAN 25	GENERAL FUND	PLANNING & ZONING	63.98
	2/05/25	CELL PHONE JAN 25	GENERAL FUND	CITY HALL	243.39

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	2/05/25	CELL PHONE JAN 25	GENERAL FUND	POLICE DEPARTMENT	95.97
	2/05/25	CELL PHONE JAN 25	GENERAL FUND	STREETS & TRANSPORT	287.91
	2/05/25	CELL PHONE JAN 25	GENERAL FUND	STREETS & TRANSPORT	246.09
	2/05/25	CELL PHONE JAN 25	PARKS & RECREATION	Parks & Recreation	31.99
	2/05/25	CELL PHONE JAN 25	PARKS & RECREATION	Parks & Recreation	31.99
	2/05/25	CELL PHONE JAN 25	PARKS & RECREATION	Parks & Recreation	246.09
				TOTAL:	1,247.41
TEK ADVISORS LLC	2/07/25	COMP MAINT JAN 25	GENERAL FUND	CITY HALL	6,735.83
	2/07/25	COMP MAINT JAN 25	GENERAL FUND	CITY HALL	359.48
	2/07/25	COMP MAINT FEB 25	GENERAL FUND	CITY HALL	6,735.83
	2/07/25	COMP MAINT FEB 25	GENERAL FUND	CITY HALL	6,164.14
	2/07/25	COMP MAINT JAN 25	GENERAL FUND	POLICE DEPARTMENT	71.25
	2/07/25	COMP MAINT FEB 25	GENERAL FUND	POLICE DEPARTMENT	1,156.50
	2/07/25	COMP MAINT FEB 25	GENERAL FUND	STREETS & TRANSPORT	237.50
	2/11/25	CITY SERVER UPGRADE	CAPITAL IMPROVEMEN	GENERAL GOVERNMENT	11,143.20
	2/11/25	CITY SERVER UPGRADE	CAPITAL IMPROVEMEN	GENERAL GOVERNMENT	11,611.20
	2/11/25	CITY SERVER UPGRADE	CAPITAL IMPROVEMEN	GENERAL GOVERNMENT	1,416.00
	2/11/25	CITY SERVER UPGRADE	CAPITAL IMPROVEMEN	GENERAL GOVERNMENT	1,770.00
	2/11/25	CITY SERVER UPGRADE	CAPITAL IMPROVEMEN	GENERAL GOVERNMENT	1,188.00
	2/11/25	CITY SERVER UPGRADE	CAPITAL IMPROVEMEN	GENERAL GOVERNMENT	330.00
	2/11/25	CITY SERVER UPGRADE	CAPITAL IMPROVEMEN	GENERAL GOVERNMENT	660.00
	2/11/25	CITY SERVER UPGRADE	CAPITAL IMPROVEMEN	GENERAL GOVERNMENT	14,122.00
	2/11/25	CITY SERVER UPGRADE	CAPITAL IMPROVEMEN	GENERAL GOVERNMENT	6,992.00
	2/11/25	CITY SERVER UPGRADE	CAPITAL IMPROVEMEN	GENERAL GOVERNMENT	36.00
	2/11/25	CITY SERVER UPGRADE	CAPITAL IMPROVEMEN	GENERAL GOVERNMENT	3,542.00
	2/11/25	CITY SERVER UPGRADE	CAPITAL IMPROVEMEN	GENERAL GOVERNMENT	600.00
	2/11/25	CITY SERVER UPGRADE	CAPITAL IMPROVEMEN	GENERAL GOVERNMENT	11,232.00
	2/11/25	CITY SERVER UPGRADE	CAPITAL IMPROVEMEN	GENERAL GOVERNMENT	50,719.50
	2/11/25	CITY SERVER UPGRADE	CAPITAL IMPROVEMEN	GENERAL GOVERNMENT	1,577.06
	2/11/25	CITY SERVER UPGRADE	CAPITAL IMPROVEMEN	GENERAL GOVERNMENT	864.00
	2/11/25	CITY SERVER UPGRADE	CAPITAL IMPROVEMEN	GENERAL GOVERNMENT	1,152.00
	2/11/25	CITY SERVER UPGRADE	CAPITAL IMPROVEMEN	GENERAL GOVERNMENT	9,025.00
	2/07/25	COMP MAINT FEB 25	PARKS & RECREATION	Parks & Recreation	71.25
				TOTAL:	149,511.74
THE BUSINESS CENTER	2/14/25	P&R PRINTER RETURNED TO AM	PARKS & RECREATION	Parks & Recreation	11.75
				TOTAL:	11.75
THOMPSON GAS	2/14/25	CH PROPANE 2/3/25	GENERAL FUND	CITY HALL	516.59
	2/14/25	CH PROPANE 2/3/25	GENERAL FUND	CITY HALL	1,064.92
	2/27/25	ST PROPANE 2/12/25	GENERAL FUND	STREETS & TRANSPORT	487.46
				TOTAL:	2,068.97
TIMOTHY P. STRANKO, ESQ	2/19/25	LEGAL RETAINER FEB 25	GENERAL FUND	CITY HALL	4,500.00
				TOTAL:	4,500.00
TRACTOR SUPPLY	2/14/25	M SMITH QLT BIB OVRALL X1	GENERAL FUND	STREETS & TRANSPORT	89.99
	2/14/25	PW GREASE, KROIL, RUST PRO	GENERAL FUND	STREETS & TRANSPORT	46.16
				TOTAL:	136.15
TRUIST MERCHANT SERVICES	2/18/25	JAN2025 PD OFFLINE CC FEES	GENERAL FUND	CITY HALL	423.98
				TOTAL:	423.98
UNITED WAY OF THE EASTERN PANHANDLE	2/05/25	JAN 25 TEEN CRT FEES REMI	GENERAL FUND	POLICE DEPARTMENT	1,017.96
				TOTAL:	1,017.96

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
US BANK	2/14/25	JAN2025 PCARD STMT PYMT	GENERAL FUND	NON-DEPARTMENTAL	50,769.08
				TOTAL:	50,769.08
VISION SERVICE PLAN	2/04/25	FEB 2025 VISION INS PREMIU	GENERAL FUND	CITY ADMINISTRATION	58.69
	2/04/25	FEB 2025 VISION INS PREMIU	GENERAL FUND	PLANNING & ZONING	66.49
	2/04/25	FEB 2025 VISION INS PREMIU	GENERAL FUND	CITY HALL	29.77
	2/04/25	FEB 2025 VISION INS PREMIU	GENERAL FUND	POLICE DEPARTMENT	358.39
	2/04/25	FEB 2025 VISION INS PREMIU	GENERAL FUND	STREETS & TRANSPORT	172.25
	2/04/25	FEB 2025 VISION INS PREMIU	PARKS & RECREATION	Parks & Recreation	24.24
				TOTAL:	709.83
VITAL SIGNS INC.	2/14/25	CVB BANNER 30X72 2 SIDED X	CONVENTION & VISIT	Convention Visitor Bur	4,795.00
				TOTAL:	4,795.00
WALMART	2/14/25	CUPS, TRASH BGS, TP, LGHT	GENERAL FUND	POLICE DEPARTMENT	18.72
	2/14/25	CUPS, TRASH BGS, TP, LGHT	GENERAL FUND	POLICE DEPARTMENT	121.14
	2/14/25	CUPS, TRASH BGS, TP, LGHT	GENERAL FUND	POLICE DEPARTMENT	28.44
	2/14/25	CUPS, TRASH BGS, TP, LGHT	GENERAL FUND	POLICE DEPARTMENT	33.46
	2/14/25	CUPS, TRASH BGS, TP, LGHT	GENERAL FUND	POLICE DEPARTMENT	15.68
	2/14/25	CUPS, TRASH BGS, TP, LGHT	GENERAL FUND	POLICE DEPARTMENT	36.62
	2/14/25	PD TRASH BAGS, PT, TP	GENERAL FUND	POLICE DEPARTMENT	16.73
	2/14/25	PD TRASH BAGS, PT, TP	GENERAL FUND	POLICE DEPARTMENT	35.65
	2/14/25	PD TRASH BAGS, PT, TP	GENERAL FUND	POLICE DEPARTMENT	35.52
				TOTAL:	341.96
WEIS	2/14/25	HOOD FUEL 1/14/25	GENERAL FUND	POLICE DEPARTMENT	27.79
				TOTAL:	27.79
WEST VIRGINIA AMERICAN WATER	2/14/25	MF WATER 12/5/24-1/6/25	PARKS & RECREATION	Parks & Recreation	111.85
	2/14/25	MF IRRIG WATER 12/5/24-1/6	PARKS & RECREATION	Parks & Recreation	354.68
				TOTAL:	466.53
WHALE OF A WASH	2/14/25	TABLECLOTHES CLEANED	PARKS & RECREATION	Parks & Recreation	43.18
				TOTAL:	43.18
WV STATE AUDITOR	2/14/25	FY22 FINANCIAL AUDIT	GENERAL FUND	CITY HALL	1,439.00
				TOTAL:	1,439.00
WV STATE POLICE INSPECTION SECTION	2/14/25	PW INSP STICKERS MVX10/TRL	GENERAL FUND	STREETS & TRANSPORT	60.00
	2/14/25	PW INSP STICKERS MVX10/TRL	GENERAL FUND	STREETS & TRANSPORT	6.00
				TOTAL:	66.00
WV STATE TREASURER'S OFFICE	2/03/25	JAN2025 COURT FEE REMIT	GENERAL FUND	POLICE DEPARTMENT	7,620.29
				TOTAL:	7,620.29
WYNDHAM HOTELS AND RESORTS	2/14/25	SEALANDER HOTEL ACDMY 1/12	GENERAL FUND	POLICE DEPARTMENT	94.49
	2/14/25	SEALANDER HOTEL ACDMY 1/12	GENERAL FUND	POLICE DEPARTMENT	44.24
				TOTAL:	138.73
**PAYROLL EXPENSES	2/01/2025 - 2/28/2025		GENERAL FUND	MAYOR'S OFFICE	1,000.00

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
**PAYROLL EXPENSES			GENERAL FUND	CITY COUNCIL	5,000.04
			GENERAL FUND	CITY ADMINISTRATION	17,879.67
			GENERAL FUND	POLICE JUDGE'S OFFICE	1,900.00
			GENERAL FUND	PLANNING & ZONING	26,963.74
			GENERAL FUND	CITY HALL	19,146.89
			GENERAL FUND	POLICE DEPARTMENT	137,930.13
			GENERAL FUND	STREETS & TRANSPORT	43,979.55
			PARKS & RECREATION	Parks & Recreation	17,454.67
				TOTAL:	271,254.69

========== FUND TOTALS ==========	
001 GENERAL FUND	623,777.04
201 CAPITAL IMPROVEMENT	200,557.90
900 PARKS & RECREATION	28,292.68
901 CONVENTION & VISITORS	11,306.81
903 DEVELOPMENT BONDS	1,500.00
GRAND TOTAL:	865,434.43

TOTAL PAGES: 15

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: 2/01/2025 THRU 2/28/2025

PAYROLL SELECTION

PAYROLL EXPENSES: YES
EXPENSE TYPE: GROSS
CHECK DATE: 2/01/2025 THRU 2/28/2025

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 2025
General Fund Budget
February 2025 Financials
66.6% through Budget Year

	Current Budget FY2025 1-21-2025	Year to Date	Budget Balance	% of Budget Received
FY24 Carryover Fund Balance	*4,881,368*	*4,881,368*	-	100%
Revenue Summary				
Taxes	4,871,480	4,186,266	(685,214)	86%
Fines & Forfeitures	400,000	269,575	(130,425)	67%
Licenses & Permits	906,000	710,228	(195,772)	78%
Charges for Services	-	-	-	-
Intergovernmental	730,000	382,152	(347,848)	52%
Miscellaneous	102,000	79,067	(22,933)	78%
Total Revenues	***11,890,848***	***10,508,656***	***(1,382,192)***	***88%***
Expenditure Summary				
Mayor's Office	16,560	8,673	7,887	52%
City Council	67,800	43,060	24,740	64%
City Administrator	451,500	263,697	187,803	58%
Police Judge's Office	34,300	17,237	17,063	50%
Contribution to Commissions	183,887	57,879	126,008	31%
Regional Development Authority	5,150	5,107	43	99%
Planning & Zoning	948,875	561,643	387,232	59%
Elections	37,750	23,215	14,535	61%
City Hall	1,350,000	816,539	533,461	60%
Contribution/Transfer	2,675,451	1,302,726	1,372,726	49%
Contingency	1,189,085	-	1,189,085	0%
Police Department	2,935,650	1,861,949	1,073,701	63%
Police Special Duty	9,290	9,051	239	97%
Streets Department	1,360,550	761,295	599,255	56%
Street Lights	125,000	83,181	41,819	67%
Parks & Recreation	300,000	153,969	146,031	51%
Convention & Visitor's Bureau	200,000	134,754	65,246	67%
Total Expenditures	***11,890,848***	***6,103,974***	***5,786,874***	***51%***
Revenue Over Expenses		***4,404,682***		

FY 2025 General Fund Budget Revenues

Account Number	*Description*	*Current FY25 Budget as of 1/21/2025*	*FY2025 Q1*	*FY2025 Q2*	*Jan-25*	*Feb-25*	*FY2025 Q3*	*Year to Date*	*Budget Balance*	*% of Budget Received*
	FY24 Carryover Fund Balance	**4,881,368**	4,881,368	-			-	**4,881,368**	-	*100%*
001.301.100	Ad Valorem Tax Current Year	1,620,230	930,240	147,543	14,768	41,108	55,876	1,133,659	486,571	*70%*
001.303.100	Gas and Oil Severance Tax Current Year	20,000	-	20,000	-		-	20,000	(0)	*100%*
001.304.100	Utility Tax	250,000	34,841	91,785	24,072	13,706	37,779	164,405	85,595	*66%*
001.305.100	B&O Tax	2,500,000	55,098	1,024,148	870,307	572,508	1,442,815	2,522,060	(22,060)	*101%*
001.306.100	Wine and Liquor Tax	80,000	-	17,741	-	19,291	19,291	37,033	42,967	*46%*
001.307.100	Animal Tax	1,250	856	262	30	24	54	1,172	78	*94%*
001.308.100	Hotel/Motel Tax	400,000	98,131	138,875	32,501	38,430	70,931	307,938	92,062	*77%*
001.320.100	Fines, Fees, and Court Costs	400,000	98,325	102,391	38,604	30,085	68,689	269,405	130,595	*67%*
001.321.100	Parking Tickets	-	155	15	-	-	-	170	(170)	*N/A*
001.325.100	Business Licenses	25,000	12,543	1,934	120	285	405	14,882	10,118	*60%*
001.326.100	Building Permits	750,000	208,627	291,115	85,669	47,240	132,909	632,652	117,348	*84%*
001.328.100	Franchise Tax	45,000	-	11,648	-	11,320	11,320	22,968	22,032	*51%*
001.329.100	Rental Registration	1,000	220	700	20	20	40	960	40	*96%*
001.330.100	IRP Fees	85,000	13,973	18,229	283	6,283	6,565	38,767	46,233	*46%*
001.369.100	Contributions from Other Funds (Sales Tax)	700,000	-	350,000		-	-	350,000	350,000	*50%*
001.374.100	Payroll Reimbursement	30,000	6,229	7,673	14,164	4,085	18,250	32,152	(2,152)	*107%*
001.380.100	Interest Gained on Investments	30,000	10,196	7,166	1,946	2,027	3,974	21,335	8,665	*71%*
001.382.100	Refunds & Rebates	30,000	3,626	14,381	2,308	1,294	3,601	21,608	8,392	*72%*
001.383.100	Sale of Fixed Asset	20,000	15,000	2,700		-	-	17,700	2,300	*89%*
001.386.100	Insurance Claim	15,000	6,315	3,676	1,251	-	1,251	11,241	3,759	*N/A*
001.389.100	Accident Reports	5,000	1,476	1,520	700	360	1,060	4,056	944	*81%*
001.399.100.	Miscellaneous	1,500	1,075	100	1,249	452	1,701	2,876	(1,376)	*192%*
001.399.102	Yard Sale Fees	250	85	20	-	5	5	110	140	*44%*
001.399.103	Fingerprint Fee	250	85	40	10	5	15	140	110	*56%*
	Total Revenues	***11,890,848***	***6,378,462***	***2,253,664***	***1,088,001***	***788,529***	***1,876,530***	***10,508,656***	***1,382,192***	***88%***

FY 2025 General Fund Budget Expenditures

Account Number	Description	Current FY25 Budget as of 1/21/2025	FY2025 Q1	FY2025 Q2	Jan-25	Feb-25	FY2025 Q3	Year-to-date	Budget Balance	Percent of Budget Expended
409 - Mayor's Office										
001.409.101	Mayor Salary	12,000	3,000	3,000	1,000	1,000	2,000	8,000	4,000	67%
001.409.104	Mayor FICA	960	230	230	77	77	153	612	348	64%
001.409.214	Mayor Travel	2,000	-	-	-		-	-	2,000	0%
001.409.226	Mayor Insurance Bonds	100	-	-	-		-	-	100	0%
001.409.230	Mayor Contracted Services	500	-	-	-		-	-	500	0%
001.409.341	Mayor Departmental Supplies	500	-	-	61		61	61	439	12%
001.409.568	Mayor Contributions	500	-	-	-		-	-	500	0%
	Total	**16,560**	**3,230**	**3,230**	***1,138***	***1,077***	**2,214**	***8,673***	***7,887***	***52%***
410 - City Council										
001.410.101	City Council Salary	60,000	15,000	15,000	5,000	5,000	10,000	40,000	20,000	67%
001.410.104	City Council FICA	4,800	1,148	1,148	383	383	765	3,060	1,740	64%
001.410.214	City Council Travel	2,000	-	-	-	-	-	-	2,000	0%
001.410.230	City Council Contracted Services	500	-	-	-	-	-	-	500	0%
001.410.341	City Council Departmental Supplies	500	-	-	-	-	-	-	500	0%
	Total	**67,800**	**16,148**	**16,148**	**5,383**	**5,383**	**10,765**	**43,060**	**24,740**	**64%**
412 - City Administration Office										
001.412.103	City Administration Salary (3 FT employees)	243,000	59,102	55,274	26,819	17,880	44,699	159,075	83,925	65%
001.412.104	City Administration FICA	19,000	4,723	4,413	2,144	1,429	3,573	12,710	6,290	67%
001.412.105	City Administration Insurance	60,500	15,114	14,985	4,992	4,992	9,984	40,083	20,417	66%
001.412.106	City Administration Retirement	29,500	5,910	5,365	2,682	1,788	4,470	15,745	13,755	53%
001.412.211	City Administration Phone	1,250	-	294	-	-	-	294	956	24%
001.412.214	City Administration Travel	5,000	2,461	531	-	-	-	2,992	2,008	60%
001.412.220	City Administration Ads/Legal Publications	2,500	-	40	-	-	-	40	2,460	2%
001.412.221	City Administration Training	2,500	1,383	160	-	-	-	1,543	958	62%
001.412.222	City Administration Dues and Subscriptions	3,500	634	874	21	21	43	1,551	1,949	44%
001.412.223	City Administration Professional Services	25,000	567	12,067	189	189	378	13,012	11,988	52%
001.412.226	City Administration Insurance and Bonds	250	-	-	-	-	-	-	250	0%
001.412.230	City Administration Contracted Services	20,000	-	-	-	-	-	-	20,000	0%
001.412.341	City Adminstration Supplies and Materials	5,000	-	2,485	-	63	63	2,547	2,453	51%
001.412.343	City Administration Gas Oil Tires	500	219	-	-	-	-	219	281	44%
001.412.345	City Administration Uniforms	1,500	238	-	-	-	-	238	1,262	16%
001.412.353	City Administration Computer Software	32,500	12,076	945	-	627	627	13,648	18,852	42%
	Total	**451,500**	**102,427**	**97,432**	***36,848***	***26,990***	**63,838**	***263,697***	***187,803***	***58%***
416 - Police Judge's Office										
001.416.103	Police Judge Salary (2 Mags; 1 Prosecutor)	25,000	5,700	6,512	1,900	1,900	3,800	16,012	8,988	64%
001.416.104	Police Judge FICA	2,000	436	498	145	145	291	1,225	775	61%
001.416.223	Police Judge Professional Services	7,000	-	-	-	-	-	-	7,000	0%
001.416.226	Police Judge Insurance and Bonds	300	-	-	-	-	-	-	300	0%
	Total	**34,300**	**6,136**	**7,010**	***2,045***	***2,045***	**4,091**	***17,237***	***17,063***	***50%***
424 - Contributions										
001.424.568	Contributions - Dispersed		-	-	-	-	-	-		
	PANTRAN	15,000	-	-	-	-	-	-	15,000	0%
	Independent Fire Dept	19,000	-	-	-	-	-	-	19,000	0%
	Citizen Fire Dept.	14,000	-	-	-	-	-	-	14,000	0%
	Charles Town Library	5,000	-	-	-	-	-	-	5,000	0%
	Jefferson County P&R - Fireworks	5,000	-	-	-	-	-	-	5,000	0%

FY 2025 General Fund Budget Expenditures

Account Number	Description	Current FY25 Budget as of 1/21/2025	FY2025 Q1	FY2025 Q2	Jan-25	Feb-25	FY2025 Q3	Year-to-date	Budget Balance	Percent of Budget Expended
	Mini-Grant Program	50,000	-	-	-	-	-	-	50,000	0%
	2023 Ranson Community Distribution Program	70,887	7,298	47,481	-	-	-	54,779	16,108	77%
	Community Sponsorship	5,000	1,600	1,500	-	-	-	3,100	1,900	62%
	Total	**183,887**	***8,898***	***48,981***	**-**	**-**	**-**	***57,879***	***126,008***	***31%***
435 - Regional Development Authority										
001.435.222	Region 9 Planning & Development Council	**5,150**	5,107	**-**	-	-	**-**	5,107	43	99%
437 - Planning and Zoning										
001.437.103	Planning & Zoning Salary (5 FT employees)	354,000	92,849	83,393	40,343	26,895	67,238	243,479	110,521	69%
001.437.104	Planning and Zoning FICA	27,500	7,314	6,545	3,208	2,128	5,336	19,195	8,305	70%
001.437.105	Planning and Zoning Insurance	73,500	18,435	18,416	6,108	6,108	12,216	49,066	24,434	67%
001.437.106	Planning and Zoning Retirement	42,500	8,255	7,173	3,587	2,391	5,978	21,405	21,095	50%
001.437.108	Planning and Zoning Overtime/Extra Help	5,000	489	55	321	69	390	934	4,066	19%
001.437.110	Planning and Zoning Fringe Benefits	250	250	-	-	-	-	250	-	100%
001.437.211	Planning and Zoning Telephone	2,000	-	494	64	64	128	622	1,378	31%
001.437.214	Planning and Zoning Travel	2,000	672	-	-	-	-	672	1,328	34%
001.437.217	Planning and Zoning Vehicle Repair	500	-	-	-	31	31	31	469	6%
001.437.218	Planning and Zoning Postage	1,000	-	-	-	-	-	-	1,000	0%
001.437.220	Planning and Zoning Legal Publications	4,000	365	533	141	356	497	1,394	2,606	35%
001.437.221	Planning and Zoning Training	7,500	1,136	247	-	-	-	1,383	6,117	18%
001.437.222	Planning and Zoning Dues and Subscriptions	1,500	100	-	-	-	-	100	1,400	7%
001.437.223	Planning and Zoning Professional Services	400,000	120,988	63,094	23,632	8,850	32,482	216,564	183,436	54%
001.437.226	Planning and Zoning Insurance & Bonds	125	-	-	-	-	-	-	125	0%
001.437.230	Planning and Zoning Contracted Services	1,000	237	-	49	-	49	286	714	29%
001.437.341	Planning and Zoning Supplies and Materials	8,500	1,026	13	-	-	-	1,039	7,461	12%
001.437.343	Planning and Zoning Gas, Oil, Tires	2,500	558	213	85	43	127	898	1,602	36%
001.437.345	Planning and Zoning Uniforms	2,500	-	-	-	-	-	-	2,500	0%
001.437.353	Planning and Zoning Computer Software	13,000	1,621	1,621	540	540	1,081	4,323	8,677	33%
	Total	**948,875**	**254,296**	**181,796**	***78,076***	***47,475***	**125,551**	***561,643***	***387,232***	***59%***
438 - Elections										
001.438.220	Elections Advertising	750	-	-	52	-	52	52	698	7%
001.438.230	Elections Contracted Services (Poll workers)	35,250	23,163	-	-	-	-	23,163	12,087	66%
001.438.341	Elections Supplies and Materials	1,750	-	-	-	-	-	-	1,750	0%
	Total	**37,750**	**23,163**	**-**	**52**	**-**	**52**	**23,215**	**14,535**	**61%**
440 - City Hall										
001.440.103	City Hall Salary (4 FT employees)	270,000	65,113	59,556	28,692	19,128	47,821	172,490	97,510	64%
001.440.104	City Hall FICA	21,500	5,208	4,729	2,282	1,530	3,812	13,748	7,752	64%
001.440.105	City Hall Insurance	50,500	9,367	10,265	3,410	3,410	6,820	26,453	24,047	52%
001.440.106	City Hall Retirement	32,500	5,540	5,123	2,561	1,810	4,372	15,034	17,466	46%
001.440.108	City Hall Overtime / Extra Help	5,000	544	9	9	19	27	580	4,420	12%
001.440.211	City Hall Telephone	25,000	4,254	5,796	1,800	2,305	4,105	14,155	10,845	57%
001.440.212	City Hall Printing	7,500	1,387	685	27	48	75	2,147	5,353	29%
001.440.213	City Hall Utilities	20,000	4,048	3,517	2,033	3,396	5,428	12,993	7,007	65%
001.440.214	City Hall Travel	1,500	-	-	-	-	-	-	1,500	0%
001.440.215	City Hall Maintenance / Repair Building	20,000	6,569	2,992	1,649	-	1,649	11,209	8,791	56%

FY 2025 General Fund Budget Expenditures

Account Number	*Description*	*Current FY25 Budget as of 1/21/2025*	*FY2025 Q1*	*FY2025 Q2*	*Jan-25*	*Feb-25*	*FY2025 Q3*	*Year-to-date*	*Budget Balance*	*Percent of Budget Expended*
001.440.216	City Hall Maintenance / Repair Equipment	500	-	-	-	-	-	-	500	0%
001.440.217	City Hall Vehicle Repair	500	-	-	-	-	-	-	500	0%
001.440.218	City Hall Postage / Meter	8,000	1,472	897	512	-	512	2,882	5,118	36%
001.440.219	City Hall Building and Equipment Rents	11,000	2,019	2,093	640	511	1,151	5,263	5,737	48%
001.440.220	City Hall Advertising / Legal Publications	5,000	1,830	251	-	52	52	2,132	2,868	43%
001.440.221	City Hall Training	5,500	-	160	-	-	-	160	5,340	3%
001.440.222	City Hall Dues and Subscriptions	10,000	1,956	15	-	-	-	1,971	8,029	20%
001.440.223	City Hall Professional Services	125,000	13,750	15,379	4,500	5,894	10,394	39,523	85,477	32%
001.440.224	City Hall Audit Costs	108,000	9,241	55,235	12,025	1,479	13,504	77,980	30,021	72%
001.440.226	City Hall Insurance and Bonds (Travelers)	291,500	134,142	76,317	-	-	-	210,459	81,041	72%
001.440.230	City Hall Contracted Services	141,500	45,263	41,334	22,613	7,843	30,456	117,054	24,446	83%
001.440.232	City Hall Bank Charges	50,000	12,416	10,177	3,488	5,056	8,544	31,137	18,863	62%
001.440.341	City Hall Supplies and Materials	36,000	4,738	2,252	925	2,743	3,668	10,658	25,342	30%
001.440.343	City Hall Oil, Gas & Tires	500	28	31	-	-	-	59	441	12%
001.440.345	City Hall Uniforms	2,000	-	-	-	-	-	-	2,000	0%
001.440.353	City Hall Computer Software	99,500	48,411	-	-	40	40	48,451	51,050	49%
001.440.570	City Hall Miscellaneous Fees	2,000	-	-	-	-	-	-	2,000	0%
	Total	**1,350,000**	**377,297**	**296,811**	***87,166***	***55,264***	**142,430**	***816,539***	***533,461***	***60%***
444 - Contributions to Other Funds										
1.444.566	Contributions to Others Funds									
	Municipal Capital Improvement	1,965,246	-	965,123	-	-	-	965,123	1,000,123	49%
	Municipal Stabilization	710,205	-	337,603	-	-	-	337,603	372,603	48%
	Total	**2,675,451**	**-**	***1,302,726***	**-**	**-**	**-**	***1,302,726***	***1,372,726***	***49%***
699 - Contingencies										
1.699.000	Contingencies	1,189,085	-	-	-	-	-	-	1,189,085	0%
	Total	**1,189,085**	**-**	**-**	**-**	**-**	**-**	**-**	***1,189,085***	***0%***
700 - Police										
001.700.103	Police Salary (19 FT Officers & 2 FT Admin)	1,664,950	423,409	362,610	178,890	128,010	306,900	1,092,919	572,031	66%
001.700.104	Police FICA	140,950	36,675	31,928	16,182	10,941	27,123	95,726	45,224	68%
001.700.105	Police Insurance	352,500	88,537	83,730	28,628	28,628	57,256	229,524	122,976	65%
001.700.106	Police Retirement	188,250	37,859	32,453	16,674	11,119	27,793	98,105	90,145	52%
001.700.108	Police Overtime / Extra Help	175,000	38,095	39,859	25,028	9,920	34,948	112,902	62,098	65%
001.700.110	Police Fringe Benefits	4,750	-	-	-	-	-	-	4,750	0%
001.700.211	Police Telephone	7,500	982	1,611	437	437	875	3,467	4,033	46%
001.700.212	Police Printing	500	-	-	-	-	-	-	500	0%
001.700.213	Police Utilities	17,500	2,665	3,311	1,939	1,961	3,900	9,876	7,624	56%
001.700.214	Police Travel	10,000	2,140	1,018	256	115	371	3,530	6,470	35%
001.700.215	Police Maintenance / Repair Building	2,500	655	-	420	-	420	1,075	1,425	43%
001.700.216	Police Maintenance / Repair Equipment	1,500	-	-	-	-	-	-	1,500	0%
001.700.217	Police Vehicle Maintenance	30,000	3,789	7,061	10,568	1,530	12,097	22,947	7,053	76%
001.700.218	Police Postage	1,000	34	19	11	-	11	64	936	6%
001.700.219	Police Building and Equipment Rents	5,000	1,158	1,184	382	567	949	3,290	1,710	66%
001.700.220	Police Advertising / Legal Publication	750	-	-	-	208	208	208	542	28%
001.700.221	Police Training	10,000	2,965	1,293	-	1,500	1,500	5,758	4,242	58%
001.700.222	Police Dues and Subscriptions	1,500	100	50	200	220	420	570	930	38%

FY 2025 General Fund Budget Expenditures

Account Number	Description	Current FY25 Budget as of 1/21/2025	FY2025 Q1	FY2025 Q2	Jan-25	Feb-25	FY2025 Q3	Year-to-date	Budget Balance	Percent of Budget Expended
001.700.223	Police Professional Services	30,000	13,827	6,642	-	-	-	20,468	9,532	68%
001.700.226	Police Insurance and Bonds	200	-	-	-	-	-	-	200	0%
001.700.230	Police Contracted Services	35,500	8,249	4,321	1,619	2,246	3,865	16,435	19,065	46%
001.700.233	Police Investigation Fees	1,000	-	-	-	-	-	-	1,000	0%
001.700.235	Police Remittance of Fees Collected	102,000	15,886	23,462	9,044	8,638	17,682	57,031	44,969	56%
001.700.236	Police Refunds	1,000	-	-	-	-	-	-	1,000	0%
001.700.341	Police Supplies and Materials	30,000	2,992	4,894	1,031	2,222	3,253	11,138	18,862	37%
001.700.343	Police Gas Oil Tires	72,000	16,074	17,958	5,056	4,544	9,600	43,632	28,368	61%
001.700.345	Police Uniforms	12,000	604	4,270	271	-	271	5,146	6,854	43%
001.700.353	Police Software	31,000	12,968	12,281	-	-	-	25,250	5,750	81%
001.700.570	Police Miscellaneous Fees	6,800	-	-	-	2,888	2,888	2,888	3,912	42%
	Total	**2,935,650**	**709,663**	**639,956**	***296,636***	***215,694***	**512,330**	***1,861,949***	***1,073,701***	***63%***
704 - Crossing Guards										
001.704.103	Crossing Guards Salary (5 PT Employees)	8,625	1,888	5,521	1,000	-	1,000	8,408	217	97%
001.704.104	Crossing Guards FICA	665	144	422	77	-	77	643	22	97%
001.704.570	Crossing Guards Misc	-	-	-	-	-	-	-	-	0%
	Total	**9,290**	***2,032***	***5,943***	***1,077***	***-***	***1,077***	***9,051***	***239***	***97%***
750 - Streets										
001.750.103	Streets Salary (10 FT employees)	653,000	163,839	131,969	68,034	41,175	109,209	405,017	247,983	62%
001.750.104	Streets FICA	52,000	13,081	10,887	5,666	3,456	9,122	33,090	18,910	64%
001.750.105	Streets Insurance	187,000	41,711	39,950	13,106	11,604	24,710	106,371	80,629	57%
001.750.106	Streets Retirement	78,500	14,411	11,747	6,146	3,833	9,979	36,136	42,364	46%
001.750.108	Streets Overtime / Extra Help	15,000	1,207	5,390	4,385	2,805	7,189	13,787	1,213	92%
001.750.110	Streets Fringe Benefits	2,500	2,250	-	-	-	-	2,250	250	90%
001.750.211	Streets Telephone	6,750	448	2,402	437	428	866	3,716	3,034	55%
001.750.213	Streets Utilities	10,000	1,774	1,944	1,175	1,814	2,989	6,707	3,293	67%
001.750.214	Streets Travel	2,500	-	-	-	-	-	-	2,500	0%
001.750.215	Streets Maintenance / Repair Building	5,000	997	323	21	-	21	1,341	3,659	27%
001.750.216	Streets Maintenance / Repair Equipment	15,000	1,460	1,024	154	2,093	2,247	4,731	10,269	32%
001.750.217	Streets Maintenance / Repair Vehicles	22,500	889	461	3,764	480	4,244	5,594	16,906	25%
001.750.219	Streets Building and Equipment Rents	5,000	281	496	132	128	260	1,037	3,963	21%
001.750.221	Streets Training	2,500	-	73	-	-	-	73	2,427	3%
001.750.222	Streets Dues	500	-	-	-	-	-	-	500	0%
001.750.223	Streets Professional Services	500	-	167	-	-	-	167	333	33%
001.750.226	Streets Insurance and Bonds	300	-	-	-	-	-	-	300	0%
001.750.230	Streets Contracted Services	200,000	29,821	32,153	22,782	11,855	34,637	96,612	103,388	48%
001.750.341	Streets Supplies and Materials	60,000	8,651	8,631	2,213	1,644	3,857	21,139	38,861	35%
001.750.343	Streets Gas Oil Tires	30,000	8,329	6,427	2,613	1,367	3,980	18,736	11,264	62%
001.750.345	Streets Uniforms	5,000	-	-	90	-	90	90	4,910	2%
001.750.353	Streets Software	7,000	1,428	-	-	3,274	3,274	4,702	2,298	67%
	Total	**1,360,550**	**290,578**	**254,043**	***130,718***	***85,956***	**216,674**	***761,295***	***599,255***	***56%***
751 - Street Lights										
001.751.213	Street Lights - Utilities	125,000	28,132	30,036	12,270	12,743	25,013	83,181	41,819	67%
	Total	**125,000**	**28,132**	**30,036**	***12,270***	***12,743***	**25,013**	***83,181***	***41,819***	***67%***
900 - Parks & Recreation		-								
001.900.568	Parks & Recreation Pass through Hotel Tax	200,000	49,066	69,438	16,250	19,215	35,466	153,969	46,031	77%

FY 2025 General Fund Budget Expenditures

Account Number	*Description*	*Current FY25 Budget as of 1/21/2025*	*FY2025 Q1*	*FY2025 Q2*	*Jan-25*	*Feb-25*	*FY2025 Q3*	*Year-to-date*	*Budget Balance*	*Percent of Budget Expended*
001.900.568.001	Parks & Recreation Operational Contribution	100,000	-	-	-	-	-	-	100,000	0%
	Total	***300,000***	**49,066**	**69,438**	***16,250***	***19,215***	**35,466**	***153,969***	***146,031***	***51%***
901 - Convention & Visitors Bureau (CVB)		-								
001.901.568	CVB Pass through Hotel Tax	200,000	24,889	76,091	17,523	16,250	33,773	134,754	65,246	67%
	Total	**200,000**	**24,889**	**76,091**	***17,523***	***16,250***	**33,773**	***134,754***	***65,246***	***67%***
	Total Expenses	***11,890,848***	***1,901,061***	***3,029,641***	***685,181***	***488,091***	***1,173,272***	***6,103,974***	***5,786,874***	***51%***
	Revenue Over Expenses	***-***	***4,477,401***	***(775,977)***	***402,820***	***300,438***	***703,258***	***4,404,682***		

CITY OF RANSON
CAPITAL FUND BUDGET
FY2025 - February 28, 2025
66.6% through Budget Year

	FY2025 REVISED BUDGET 12-03-2024	*FY2025 Q1*	*FY2025 Q2*	*JANUARY 2025*	*FEBRUARY 2025*	*FY2025 Q3*	*FY2025 Q4*	*YEAR TO DATE*	*Budget Balance*
Carryover Balance	8,488,226	8,488,226	-	-	-	-	-	8,488,226	-
201.348.100 Special Assessments - Sidewalk Funds	-	-	-	-	-	-	-	-	-
201.350.100 City Service Fees	150,000	87,000	63,439	63,226	33,000	96,226	-	246,665	(96,665)
201.365.100 Grants	29,000	-	29,100	-	-	-	-	29,100	(100)
201.369.100 Contributions from Other Funds	1,930,246	-	965,123	-	-	-	-	965,123	965,123
201.376.000 Table Games Income	190,000	32,573	48,203	17,809	16,058	33,867	-	114,643	75,358
201.380.100 Interest Income	80,000	22,943	18,490	5,283	4,708	9,991	-	51,424	28,576
201.381.200 Demo Reimbursements	6,500	-	6,500	-	-	-	-	6,500	-
201.397.100 Video Lottery Income	600,000	42,135	205,609	77,838	57,106	134,945	-	382,689	217,311
TOTAL REVENUES	***11,473,972***	***8,672,877***	***1,336,464***	***164,156***	***110,871***	***275,028***	***-***	***10,284,369***	***1,189,603***
EXPENDITURES									
201 Misc Fees									
Bank Charges	175	51	51	17	18	34	-	136	39
201.975.459 GENERAL GOVERNMENT CAPITAL EXPENSES									
Computer Replacement Program (201-975.459.001)	150,000	-	44,469	-	127,980	127,980	-	172,449	(22,449)
Condemnation of Properties (201-975.459.002)	25,000	-	-	-	-	-	-	-	25,000
Replacement Vehicle (201-975.459.003)	70,000	-	-	-	49,204	49,204	-	49,204	20,796
Total - General Government	*245,175*	*51*	*44,521*	*17*	*177,202*	*177,218*	*-*	*221,790*	*23,385*
201.976.459 PUBLIC SAFETY CAPITAL EXPENSES									
3 Patrol Vehicles (201-976.459.001)	135,000	127,224	-	-	-	-	-	127,224	7,776
Equipment for Patrol Vehicles (201-976.459.002)	75,000	50,009	1,250	-	4,369	4,369	-	55,628	19,372
Two In-Car Camera Systems (201-976.459.002)	20,000	-	19,369	-	-	-	-	19,369	631
Three CAD units (201-976.459.002)	10,000	-	-	-	-	-	-	-	10,000
E-Ticketing (201-976.459.003)	8,000	-	-	-	-	-	-	-	8,000
Radios (201-976.459.003)	15,000	2,836	-	-	-	-	-	2,836	12,164
Radars (201-976.459.003)	7,500	7,500	-	-	-	-	-	7,500	-
Tasers (201-976.459.003)	15,000	-	-	-	-	-	-	-	15,000
Electronic Fingerprint Machine (201-976.459.004)	30,000	10,200	-	-	-	-		10,200	
Crash Reconstructor Equipment (201-976.459.004)	29,500	29,250	-	-	-	-	-	29,250	250
Exterior Storage Building at PD (201-976.459.005)	10,000	7,416	-	-	-	-	-	7,416	2,584
New Police Department Building (201-976.459.005)	750,000	18,954	10,000	594,681	-	594,681	-	623,635	126,365
Total - Public Safety	*1,105,000*	*253,389*	*30,619*	*594,681*	*4,369*	*599,049*	*-*	*883,058*	*221,942*
201.977.459 STREET & TRANSPORTATION CAPITAL EXPENSES									
Street Construction & Repairs									
5th Avenue Streetscape (201-977.459.016)	1,300,000	-	-	-	-	-	-	-	1,300,000
Stormwater Engineering/Repairs									
SWM/Engineering & Construction	50,000	-	-	-	-	-	-	-	50,000
Stormwater Management/Engineering (Mildred) - Design (201-977.459.012)	200,000	66,173	66,173	-	-	-	-	132,346	67,654

CITY OF RANSON
CAPITAL FUND BUDGET
FY2025 - February 28, 2025
66.6% through Budget Year

	FY2025 REVISED BUDGET 12-03-2024	*FY2025 Q1*	*FY2025 Q2*	*JANUARY 2025*	*FEBRUARY 2025*	*FY2025 Q3*	*FY2025 Q4*	*YEAR TO DATE*	*Budget Balance*
Stormwater Management/Engineering (Mildred) Phase 1 (201-977.459.012)	1,000,000	-	-	-	-	-	-	-	1,000,000
Stormwater Management/Engineering (Mildred) Phase 2 (201-977.459.012)	250,000	-	-	-	-	-	-	-	250,000
Miscellaneous Other Capital Projects									
City Hall Roof (201-977.459.011)	20,000	-	-	-	-	-	-	-	20,000
Trifecta Place (201-977.459.013)	500,000	7,983	11,264	-	4,890	4,890	-	24,136	475,864
PW Capital Budget Items									
Street Preservation (Asphalt Overlay) (201-977.459.001)	350,000	-	-	-	-	-	-	-	350,000
Alley Construction & Preservation (201-977.459.002)	100,000	3,100	1,600	-	6,100	6,100	-	10,800	89,200
Sidewalk & Curb Replacement (201-977.459.003)	75,000	55,962	6,274	-	-	-	-	62,237	12,763
Street Design/Engineering (201-977.459.004)	50,000	-	13,969	-	-	-	-	13,969	36,031
Street Light Replacement (201-977.459.005)	75,000	11,011	3,751	-	-	-	-	14,761	60,239
F350 Truck (201-977.459.006)	75,000	67,476	1,986	-	-	-	-	69,462	5,538
Equipment (201-977.459.009)	75,000	8,140	-	-	-	-	-	8,140	66,860
Improvement to Public Works Yard (201-977.459.010)	400,000	94,642	9,860	-	-	-	-	104,502	295,498
Total - Streets & Transportation	*4,520,000*	*314,486*	*114,876*	*-*	*10,990*	*10,990*	*-*	*440,353*	*4,079,647*
201.979.459 PARKS & RECREATION CAPITAL EXPENSES									
Civic Center Improvements (201-979.459.001)	40,000	22,900	-	-	-	-	-	22,900	17,100
Flowing Springs Trail (201-979.459.008)	600,000	6,763	-	-	-	-	-	6,763	593,238
Marcus Fields Improvements (201-979.459.002)	50,000	4,326	-	-	2,042	2,042	-	6,368	43,632
Total - Parks & Recreation	*690,000*	*33,989*	*-*	*-*	*2,042*	*2,042*	*-*	*36,031*	*653,969*
Contingencies	4,913,797	-	-	-	-	-	-	-	4,913,797
TOTAL EXPENSES	***6,560,175***	***601,916***	***190,016***	***594,698***	***194,602***	***789,299***	***-***	***1,581,231***	***4,978,944***
REVENUES OVER EXPENSES	***4,913,797***	***8,070,962***	***1,146,448***	***(430,541)***	***(83,730)***	***(514,272)***	***-***	***8,703,138***	

AGENDA ITEM IV.3

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: PRESENTATION

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

SUBJECT: Public Works Status Report- February

Staff has provided January Status Report for Public Works

ATTACHMENTS:

March status report.pdf

RANSON
AT THE CENTER OF OPPORTUNITY.

Department of Public Works

Status Report 2/14/25 – 3/14/25

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 Completion Dates:2/14/2025 - 3/14/2025 Order By Status, Location

WOID	Location	Bldg./Unit	Deferred By	Request Date	Target Completion Date	Labor Hours	To Co
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

5737 | PW VEHICLE | TK#33 ISUZU | 1/16/2025 | | $0
Medium | Robert Hawkins | | 33 | 2/18/2025
| | | 1/16/2025 7:30:40 AM | 2/18/2025
brakes are smoking
Robert Hawkins
Replaced rear brake shoes and pads.

5751 | PD VEHICLE | PD UNIT #14 2015 | 1/27/2025 | | $0
Medium | Robert Hawkins | | 23 | 2/19/2025
| | | 1/27/2025 5:43:50 AM | 2/19/2025
Oil Change and Tire Rotation
Robbie Roberts
Oil change and tire rotation complete at 85,895 Next service at 90,895

5773 | Park&REc Equipment | | 1/31/2025 | | $0
Medium | Randy Cook | | 14 | 2/14/2025
| | | 1/31/2025 2:19:26 PM | 2/14/2025
need to get 2 dumpster dumped at Civic Center an football field
Randy Cook
got dumpsters picked up on Friday 1/31/25

5781 | PD VEHICLE | PD UNIT #7 2019 Ford | 2/4/2025 | | $0
Medium | Robert Hawkins | | 10 | 2/14/2025
| | | 2/4/2025 11:15:57 AM | 2/14/2025
Oil change tire rotation.
Robbie Roberts
Oil change at 98,829 next service at 103,829. tires were replaced at creamers auto.

5784 | CH VEHICLE | | 2/7/2025 | | $0
Medium | Robert Hawkins | | 21 | 2/28/2025
Vehicle Maintenance | | | 2/7/2025 2:33:55 PM | 2/28/2025
The front driver's door of Pat's city vehicle is making a buckling noise.
kim Hawkins

5788 | Streets | | 2/11/2025 | 2/14/2025 | $0
Medium | Randy Cook | | 3 | 2/14/2025
Grounds | | | 2/11/2025 12:36:49 AM | 2/14/2025
Weekly - PM Schedule created on 6/14/2023 - Refer to PM schedule details.
Tim Costello

5789 | PD. STATION | | 2/11/2025 | | $0
Medium | Mike Smith | | 3 | 2/14/2025
| | | 2/11/2025 7:24:26 AM | 2/14/2025
Could Mike hide the wiring in the wall for the TV/Monitor in the courtroom. Thanks
Robbie Roberts
Added outlet up and behind the tv.

5794 | Streets | | 2/14/2025 | | 4 | $160
Medium | Randy Cook | | | 2/14/2025
| | | 2/14/2025 1:01:54 PM | 2/14/2025
Go repair or replace flags that has been blown off by high winds
Randy Cook
Randy an Curtis fixed 4 flags 2 replaced 2 repaired brackets

Work Order Summary List

Selected Date Range for Completion Dates:2/14/2025 - 3/14/2025 Order By Status, Location

WOID	Location	Bldg./Unit	Deferred By	Request Date	Target Completion Date	Labor Hours	To
Priority	Assigned To	Area Description	Reason	WO Age	Actual Completion Date		Cos
Craft		Area Number	Deferred Until	Created Date/Time	Last Status Change Date		
Description			Action Taken				
Requester Name							
5798	Streets			2/7/2025		2	$110.
Medium	Randy Cook			7	2/14/2025		
				2/14/2025 2:28:01 PM	2/14/2025		
Repair sign at Cooke an S Reymann ST			REPLACED SIGNS				
Randy Cook							
5802	PW VEHICLE	#14 Ford F250 super		2/20/2025			$0.
Medium	Robert Hawkins			-1	2/19/2025		
				2/20/2025 10:27:11 AM	2/20/2025		
Battery needs replaced			Replaced battery				
Robert Hawkins							
5803	PW VEHICLE	Truck #6 2017 Ford		2/20/2025			$0.
Medium	Robert Hawkins				2/20/2025		
				2/20/2025 10:29:25 AM	2/20/2025		
Needs battery replaced			Replaced battery				
Robert Hawkins							
5806	CH VEHICLE			2/21/2025			$0.
Medium	Robert Hawkins			6	2/27/2025		
Vehicle Maintenance				2/21/2025 2:11:46 PM	2/27/2025		
Slow leak in rear left tire on Pat's vehicle. The drivers window is also not working anymore.			Superior auto body fixed the door, Fixed tire leak, serviced complete at 29,706 next service at 34,706				
kim Hawkins							
5808	PD. STATION	Station Inter.		2/25/2025			$0.
Medium	Keith Pierson				2/25/2025		
				2/25/2025 6:37:03 AM	2/25/2025		
Lobby Door Sticking and not closing properly. It's the door between the front door and the lobby.			refastened door jam				
Robbie Roberts							
5809	CH VEHICLE	#22 2020 Ford Escape		2/25/2025			$0.
Medium	Robert Hawkins			8	3/5/2025		
Vehicle Maintenance				2/25/2025 9:27:22 AM	3/5/2025		
The Escape that Reiley drives needs an oil change when you have time, please			service complete at 5543. next service at 10543.tire rotation				
kim Hawkins							
5810	CH VEHICLE	#19 2007 Jeep		2/26/2025			$0.
Medium	Robert Hawkins			-1	2/25/2025		
				2/26/2025 7:56:05 AM	2/25/2025		
Ground strap hanging under car			Replaced ground strap on jeep				
Robert Hawkins							
5811	Visitors Center - Nancy			2/27/2025			$0
Medium	Keith Pierson				2/27/2025		
				2/27/2025 6:55:44 AM	2/27/2025		
shingles blew off			put new shingles in place sealed few around them that were loss				

Work Order Summary List

Selected Date Range for Completion Dates:2/14/2025 - 3/14/2025 Order By Status, Location

WOID	Location	Bldg./Unit	Deferred By	Request Date	Target Completion Date	Labor Hours	To Co
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							
5812	Visitors Center - Nancy			2/27/2025			$0
Medium	Keith Pierson				2/27/2025		
				2/27/2025 6:57:37 AM	2/27/2025		
fix splash guard on back building nancy mills			put new piece of pvc trim on bottom sealed everything with caulk and silicone				
5813	Park - Marcus Football			2/27/2025			$0
Medium	Keith Pierson				2/27/2025		
				2/27/2025 6:59:56 AM	2/27/2025		
paint interior of marcus field house completely			cleared everthing from wallls patched holes painted all interior walls.painted ceiling, all trim and windows.				
5814	Park - Marcus Football			2/27/2025			$0
Medium	Keith Pierson				2/27/2025		
				2/27/2025 7:02:06 AM	2/27/2025		
install new door on concession door at marcus field			door installed and painted				
5815	Park - Marcus Football	Building - Facilities		2/27/2025			$0
Medium	Mike Smith			11	3/10/2025		
				2/27/2025 7:11:42 AM	3/10/2025		
Replace flood light bulbs around building not w orking.Wall pack lights not w orking at doors around building.			Fixed and replaced all flood light bulbs around building, as well as replaced all dusk to dawn lights on building.				
5817	CH VEHICLE	#21 2020 Ford Escape		2/27/2025			$0
Medium	Robert Hawkins			1	2/28/2025		
				2/27/2025 9:32:36 AM	2/28/2025		
Service							
Robert Haw kins							
5818	Visitors Center - Nancy	Main Floor reception		2/27/2025			$0
Medium	Keith Pierson			4	3/3/2025		
Heating				2/27/2025 12:43:39 PM	3/3/2025		
please fix the heater located in the bathroom.			heater was working just needed thermastat turned up				
Debbie McClure							
5819	Visitors Center - Nancy	Restroom - Ladies		2/27/2025			$0
Medium	Keith Pierson			4	3/3/2025		
General Maintenance				2/27/2025 12:45:13 PM	3/3/2025		
please replace the tw o bricks outside in front of the building.			took old pavers out and replaced with new				
Debbie McClure							
5825	PW EQUIPMENT	NEW HOLLAND		3/4/2025			$0
Medium	Robert Hawkins				3/4/2025		
				3/4/2025 1:45:41 PM	3/4/2025		
SERVICE			SERVICE COMPLETE. REPLACED LEAKING HOSE ON TRACTOR. OIL CHANGE AND FILTER REPLACEMENT				
Robert Haw kins							

Work Order Summary List

Selected Date Range for Completion Dates:2/14/2025 - 3/14/2025 Order By Status, Location

WOID	Location	Bldg./Unit	Deferred By	Request Date	Target Completion Date	Labor Hours	To
Priority	Assigned To	Area Description	Reason	WO Age	Actual Completion Date		Cos
Craft		Area Number	Deferred Until	Created Date/Time	Last Status Change Date		
Description			Action Taken				
Requester Name							
5827	Streets			3/5/2025		0.5	$12
Low	Randy Cook				3/5/2025		
				3/5/2025 10:07:10 AM	3/5/2025		
sign needs to be adjusted on E 3rd an Railroad			Curtis adjusted sign an tighten bolts				
Randy Cook							
5829	Streets			2/14/2025		0.5	$12
Medium	Randy Cook			19	3/5/2025		
				3/5/2025 10:17:26 AM	3/7/2025		
sign needs to be repaired on E Eleventh an N Reymann			Curtis repaired sign				
Randy Cook							
5830	PD VEHICLE	Car3 2023 Dodge		3/6/2025			$0
Medium	Robert Hawkins			6	3/12/2025		
				3/6/2025 10:32:05 AM	3/12/2025		
Oil change and tire rotation			Service complete at 9,258 next service at 14,258 Tire rotation Checked brakes Checked fluids				
Robbie Roberts							
5831	PD VEHICLE	PD UNIT #21 2021		3/6/2025			$0
Medium	Robert Hawkins			8	3/14/2025		
				3/6/2025 10:36:48 AM	3/14/2025		
Oil change and tire rotation			Service complete at 36,097 Next service at 41,097 Tire Rotation Checked fluids oil change				
Robbie Roberts							
5834	PW EQUIPMENT			3/7/2025			$0
Medium	Robert Hawkins		Flat rear tire		3/7/2025		
				3/7/2025 2:12:55 PM	3/7/2025		
#9 2024 Isuzu sweeper truck			Repair tire with patch/plug				
Robert Hawkins							
5835	Streets			2/24/2025		0.5	$12
Medium	Randy Cook				2/24/2025		
				3/7/2025 2:20:38 PM	2/24/2025		
pole an sign need to be straighten up 18th an Fairfax			straighten sign an pole up Curtis				
Bill Silveous							
5836	Streets			2/27/2025		1	$30
High	Randy Cook				2/27/2025		
				3/7/2025 2:27:49 PM	2/27/2025		
need to put up temporary stop sign someone has ran over sign Steed AN 18TH AVE			RANDY an Curtis put up temporary stop sign				
Ashley Schul							
5837	Streets			2/28/2025		2	$123
High	Randy Cook				2/28/2025		
				3/7/2025 2:41:43 PM	3/7/2025		
install new stop sign an pole on 18th an Steed ST			installed new pole stop sign after cutting out steel sleeve				
Randy Cook							

Work Order Summary List

Selected Date Range for Completion Dates:2/14/2025 - 3/14/2025 Order By Status, Location

WOID	Location	Bldg./Unit	Deferred By	Request Date	Target Completion Date	Labor Hours	To Co
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							
5838	Civic Center			3/7/2025			$0
Medium	Keith Pierson				3/7/2025		
				3/7/2025 2:44:37 PM	3/7/2025		
Paint and replace ceiling tiles upstairs office civic center			replaced ceiling tile and painted.Added 3 new blinds to windows				
5839	Streets			3/7/2025			$0
Medium	Keith Pierson			5	3/12/2025		
				3/7/2025 2:47:27 PM	3/12/2025		
remove grass and gravel shoulder on reyman and 7th			Put gravel on shoulder				
5844	PD VEHICLE	PD UNIT #4 2013		3/11/2025			$0
Medium	Robert Hawkins			2	3/13/2025		
				3/11/2025 5:31:56 AM	3/13/2025		
Battery was completely dead, and car would not run on its own so alternator may need checked. Robbie Roberts			Recharged battery tested alternator				
5848	PW VEHICLE	TK#16 CHEVY K1500		3/13/2025			$0
Medium	Robert Hawkins			-1	3/12/2025		
				3/13/2025 12:50:13 PM	3/12/2025		
battery died in parking lot			Replaced Battery				
Robert Hawkins			Replaced alternator				
Count: 36 Work Orders		**Avg. Age of WO's 5**			**Total for Complete**	**10.5**	**$460.**
Count: 36 Work Orders		**Avg. Age of WO's** 5			**Grand Total**	10.5	$460

AGENDA ITEM IV.4

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: PRESENTATION

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

SUBJECT: Community Development Status Report - February

Staff has provided Reports for Community Development - February

- February CDD report
- February Permit Issued Report
- 2024 Code Enforcement yearly Report
- 2024 Permit Inspection yearly Stats
- 2024 Permitting Report

ATTACHMENTS:

February 2025 CDD Report.docx
February Permits Issued Report.pdf
2024 CODE ENFORCMENT YEARLY STATS.docx
2024 PERMIT INSPECTION YEARLY STATS.docx
2024 PERMITTING REPORT.docx

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 – February 2025

Permitting:

- Staff received 63 permit applications after one being withdrawn,
  - 30 – regular permit applications (roof, sign, etc.)
  - 31 – new home permit applications
  - 1 – site development
  - 1 – seasonal site surety
- Staff issued 66 permits with the reported valuation of work totaling $15,814,908.80. Of those 66 permits, 39 were for new homes. Staff also issued one seasonal site surety and one temporary structure permit for an upcoming fireworks stand.

Code Enforcement:

- Staff started 7 new code cases (property maintenance and property complaint from neighbor)

Inspections:

- Staff performed 692 permit inspections.
  - Patrick Coulter performed 336 inspections.
  - Matt Anderson & Jeff Small (contracted) performed 40 inspections
  - Gary Englebert (contracted) performed 175 inspections
  - Reiley Stanley performed 137 site, sidewalk, final, and zoning inspections.
  - The last 4 inspections were rental self-certification inspections that Kim Hawkins processed.
- Department Staff also performed 5 code enforcement inspections.

Planning & Zoning:

- March Planning Commission Agenda
  - President's Pointe Phase 4
  - Huntwell West Phase 2B & 2C
  - Land Development Plan & Plat for Shenandoah Spring
  - Apartment Site Plan for Bridgeforth Property

Permits Issued By Permit Type

Permit Type	Permit Number	Parcel Number	Contract Value	Address
Accessory Structure, Carport, Deck, Porch, or Garage	25-100	08009B00960000	$9,000.00	127 HUNTWELLWEST BLVD, RANSON, WV 25438
	25-126	08008G02890000	$4,000.00	111 ANTHEM ST, RANSON, WV 25438
	25-131	08008G02940000	$4,000.00	131 ANTHEM ST, RANSON, WV 25438
			$17,000.00	**Total Permit Type: 3**
Commercial & Industrial	25-99	08000500160000	$12,320.00	223 N FAIRFAX BLVD, RANSON, WV 25438
	25-117	08000500310000	$1,000.00	215 E 6TH AVE, RANSON, WV 25438
	25-118	08000400950000	$2,500.00	110 S MILDRED ST, RANSON, WV 25438
			$15,820.00	**Total Permit Type: 3**
Demolition (Interior Demo from fire)	25-92	08000601390000	$25.00	305 S GEORGE ST, RANSON, WV 25438
			$25.00	**Total Permit Type: 1**
Fence	25-34	08009B00610000	$6,052.80	74 HOPKINS ST, RANSON, WV 25438
	25-101	08008D00750000	$4,850.00	30 BALTIC LN, RANSON, WV 25438
	25-103	08009B00530000	$5,100.00	151 HOPKINS ST, RANSON, WV 25438
	25-106	08008G01620000	$9,101.00	152 NATIONAL ST, RANSON, WV 25438
			$25,103.80	**Total Permit Type: 4**
New Construction - Commercial and Industrial	24-999	08008E00060000	$5,679,769.00	240 JOSHUA M FREEMAN BLVD, RANSON, WV 25438
			$5,679,769.00	**Total Permit Type: 1**
New Construction - Residential	25-52	08009B00960000	$411,000.00	127 HUNTWELLWEST BLVD, RANSON, WV 25438
	25-53	08009B00150000	$327,000.00	138 PETERS AVE, RANSON, WV 25438
	25-54	08009B00400000	$387,000.00	42 JOUETT ST, RANSON, WV 25438
	25-55	08008D01780000	$200,000.00	255 SANDY BOTTOM CIR, RANSON, WV 25438
	25-57	08008D01790000	$200,000.00	259 SANDY BOTTOM CIR, RANSON, WV 25438
	25-58	08008D01800000	$200,000.00	263 SANDY BOTTOM CIR, RANSON, WV 25438
	25-59	08008D01810000	$200,000.00	267 SANDY BOTTOM CIR, RANSON, WV 25438
	25-60	08008D01820000	$200,000.00	271 SANDY BOTTOM CIR, RANSON, WV 25438
	25-61	08008D01830000	$200,000.00	275 SANDY BOTTOM CIR, RANSON, WV 25438
	25-62	08008D01840000	$200,000.00	279 SANDY BOTTOM CIR, RANSON, WV 25438
	25-65	08008D01850000	$200,000.00	283 SANDY BOTTOM CIR, RANSON, WV 25438

	25-66	08000800090000	$300,000.00	51 TROUT LILY DR, RANSON, WV 25438
	25-68	08000800090000	$300,000.00	50 TROUT LILY DR, RANSON, WV 25438
	25-73	08000800090000	$300,000.00	27 TROUT LILY DR, RANSON, WV 25438
	25-74	08000800090000	$300,000.00	10 TROUT LILY DR, RANSON, WV 25438
	25-76	08000800090000	$300,000.00	26 TROUT LILY DR, RANSON, WV 25438
	25-79	08009B0048000	$330,000.00	101 HOPKINS ST, RANSON, WV 25438
	25-82	08000800090000	$300,000.00	43 TROUT LILY DR, RANSON, WV 25438
	25-83	08000800090000	$300,000.00	19 TROUT LILY DR, RANSON, WV 25438
	25-84	08000800090000	$300,000.00	42 TROUT LILY DR, RANSON, WV 25438
	25-85	08000800090000	$200,000.00	451 17TH AVE, RANSON, WV 25438
	25-86	08000800090000	$200,000.00	449 17TH AVE, RANSON, WV 25438
	25-87	08000800090000	$200,000.00	447 17TH AVE, RANSON, WV 25438
	25-88	08000800090000	$200,000.00	445 17TH AVE, RANSON, WV 25438
	25-89	08000800090000	$200,000.00	443 17TH AVE, RANSON, WV 25438
	25-90	08000800090000	$200,000.00	441 17TH AVE, RANSON, WV 25438
	25-91	08000800090000	$200,000.00	439 17TH AVE, RANSON, WV 25438
	25-94	08000800240000	$300,000.00	389 MOUNTAIN LAUREL BLVD, RANSON, WV 25438
	25-95	08008DPCLT0000	$300,000.00	353 MOUNTAIN LAUREL BLVD, RANSON, WV 25438
	25-96	08000800240000	$300,000.00	402 MOUNTAIN LAUREL BLVD, RANSON, WV 25438
	25-97	08000800240000	$300,000.00	380 MOUNTAIN LAUREL BLVD, RANSON, WV 25438
	25-108	08008D0226000	$200,000.00	307 SANDY BOTTOM CIR, RANSON, WV 25438
	25-109	08008D0227000	$200,000.00	311 SANDY BOTTOM CIR, RANSON, WV 25438
	25-110	08008D0228000	$200,000.00	315 SANDY BOTTOM CIR, RANSON, WV 25438
	25-111	08008D0229000	$200,000.00	319 SANDY BOTTOM CIR, RANSON, WV 25438
	25-112	08008D0230000	$200,000.00	323 SANDY BOTTOM CIR, RANSON, WV 25438
	25-113	08008D0231000	$200,000.00	327 SANDY BOTTOM CIR, RANSON, WV 25438
	25-114	08008D0232000	$200,000.00	331 SANDY BOTTOM CIR, RANSON, WV 25438
	25-115	08008D0233000	$200,000.00	335 SANDY BOTTOM CIR, RANSON, WV 25438
			$9,655,000.00	**Total Permit Type: 39**
Residential & Institutional	24-777	08000701450000	$15,000.00	400 S REYMANN ST, RANSON, WV 25438

	24-777	08000701450000	$15,000.00	402 S REYMANN ST, RANSON, WV 25438
	24-1047		$284,000.00	202 Racetrack St, ranson, WV 25438
	25-14	08000500910004	$7,348.00	108 LANCE ST, RANSON, WV 25438
	25-72	08008G01780000	$4,700.00	101 COOLIDGE AVE, RANSON, WV 25438
	25-81	08000300500000	$35,000.00	415 E 10TH AVE, RANSON, WV 25438
	25-93	08000400680000	$2,500.00	110 S GEORGE ST, RANSON, WV 25438
	25-102	08000302490000	$13,377.00	417 E 10TH AVE, RANSON, WV 25438
	25-104	08008D01170000	$9,000.00	172 SWAN FIELD AVE, RANSON, WV 25438
	25-105	08000601460000	$250.00	111 W 5TH AVE, RANSON, WV 25438
	25-121	08008D010D0000	$1,110.00	142 SPARKLING BROOK RD, RANSON, WV 25438
			$387,285.00	**Total Permit Type: 11**
Right of Way Use	25-80	08000601340000	$250.00	303 W 3RD AVE, RANSON, WV 25438
			$250.00	**Total Permit Type: 1**
Sign Permit	24-1005	08008E00130000	$14,339.00	50 BAKER PL, RANSON, WV 25438
	25-107	08008B00020000	$3,400.00	217 OAK LEE DR, RANSON, WV 25438
			$17,739.00	**Total Permit Type: 2**
Window Replacement	25-119	08008C02070000	$16,917.00	1234 N FAIRFAX BLVD, RANSON, WV 25438
			$16,917.00	**Total Permit Type: 1**
			$15,814,908.80	**Total Permits: 66**

2024 CODE ENFORCMENT YEARLY STATS

Month	New Case Started	Code Enforcement Inspections Performed
January	4	5
February	6	5
March	12	8
April	28	7
May	9	13
June	6	6
July	6	11
August	12	2
September	4	1
October	4	9
November	2	4
December	4	5
Total	**97**	**76**

2024 PERMIT INSPECTION YEARLY STATS

INSPECTORS	Pat Coulter	Reiley Stanley	Kim Hawkins	Ruckman / Terry Henry	Matt Anderson Jeff Smallwood	Gary Englebert
MONTH						
January	218	16	11	72		
February	407	15	4	161		
March	457	20	20	140		
April	531	47	7	84		
May	622	41	11		135	
June	533	49	8		89	
July	559	63	4		266	
August	597	98	6		179	
September	378	223	2		165	121
October	514	198	20		41	259
November	315	239	4		175	178
December	385	106	7		49	145
TOTAL	5,516	1,115	104	457	1,099	703
8,994						

2024 PERMITTING REPORT

PERMIT TYPE	PERMITS ISSUED	VALUATION	PERMIT FEES COLLECTED	U&O FEES COLLECTED	CITY SERVICES FEES COLLECTED
Accessory Structures, Carports, Decks, Porch, Garage	306	$1,437,414.18	$14,503.33		
Commercial & Industrial	24	$1,819,895.00	$20,845.66	$500.00	
Demolition	9		$700.00		
Fence	59	$316,823.39	$1,475.00		
New Construction Commercial/Industrial	1	$1,500,000.00	$5,022.80	$100.00	$3,388.50
New Construction Residential	386	$88,459,611.00	$354,057.40	$24,750	$386,000
Re-Roofing Non-Residential	3	$38,600	$400.00		
Re-Roofing Residential	33	$246,477.88	$1,650.00		
Residential/Institutional	104	$1,883,993.37	$18,352.07		
R-O-W Use	3	$692,095.42	$750.00		
Signs	14	$94,871.13	$1,825.00		
Site Development	12	$40,036,699.07	3,000		
Swimming Pool (above ground)	1	$700.00	$50.00		
Temporary Structures	4		$300.00		
Window Replacement	4	$21,129.00	$100.00		
Work Not Specifically Listed	1	$765,000.00	$7,650.00		
TOTAL	**966**	**$137,313,310.44**	**$430,681.26**	**$25,350**	**$384,388.50**

AGENDA ITEM IV.5

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: PRESENTATION

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

SUBJECT: Ranson Parks and Recreation Staff Report - February

Staff has provided January Status Report for Ranson Park and Recreation.

ATTACHMENTS:

P& R Directors Repoort - February.docx

Scott Coulter
Ken Suits
Herbert McDaniel
Jimmy

Williams y W

Ranson Parks and Recreation Board
Directors Report
February/March

Meetings

- Talked to various sports organizations about renting the Civic Center for practices and games.
- Meet with organization about using Civic Center for a Basketball Tournament.
- Continue Meetings with Jefferson County Parks and Recreation about opportunities for collaboration.
- Meeting with BSN on buying new equipment.
- Weekly meeting with the City Manager about Parks and Recreation.
- Directors' meeting
- Meeting with Amelia to get and implement Recreation software.
- Conference call with Show Me Reptiles for their event.
- Meeting with East Coast Flooring for a new machine and cleaning.
- Conference call with flooring company that provided the gym floor.
- Meet with R & L about upkeep for the fields at Marcus and Cranes Lane.
- I talked to various vendors about playground mulch.
- Meeting with a flooring company about new carpet and laminate for Marcus Clubhouse.
- Talked to Circus on Ice about coming to Civic Center.
- Zoom meetings with upcoming wrestling event.
- Discussed ideas about the Health and Wellness fair

Events

- Harvest Pointe Church
- Adult Soccer
- Pickleball
- Lacrosse
- Travel Volleyball
- Multiple birthday parties
- Quinceanera
- Red Cross Blood Drive
- Travel Soccer
- Travel Football

- Travel Basketball
- JCYFL Meeting
- Basketball Games and Practice for a school
- St. James Catholic Church
- Jefferson Baseball
- Washington Baseball
- Basketball skills and drills

Miscellaneous

- Had the playground inspections done.
- Installing machine to get refreshments to occupants of the Civic Center.
- Marcus filed renovation.
- Office renovation

AGENDA ITEM IV.6

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: PRESENTATION

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

SUBJECT: City Manger Report

ATTACHMENTS:

AGENDA ITEM VII.1

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: PRESENTATION

AGENDA SECTION: **COUNCIL BUSINESS**

SUBJECT: Briar Run Estates Petition for Annexation

Property owners from the Briar Run Community (Phases 1, 2, and 3) will submit a petition to the City Council requesting annexation into the City of Ranson.

ATTACHMENTS:

Freeholders' Petition for Annexation.pdf

March 18, 2025

FREEHOLDERS' PETITION FOR ANNEXATION

Hon. Keith D. Pierson, Mayor
Mr. Todd Wilt, City Manager
City Council Members Anderson, Stroud, Suits, Custer, Colandrea, McDaniel
312 S. Mildred Street
Ranson WV, 25438

Introduction

The homeowners of the Briar Run Estates Homeowner's Association formally seek Voluntary Annexation into the City of Ranson.

History/Background

WHEREAS, Briar Run Estates, is the first three phases of the Briar Run housing development, constructed between 1997 and 2000, consisting of 134 homes on approximately 1/3 acre lots and is surrounded by other properties and roadways currently within the City of Ranson, all those having been annexed into City of Ranson within the last twenty years.

WHEREAS, Briar Run Estates is fully within the current City of Ranson Urban Growth Boundary, established in 2015.

WHEREAS, Briar Run Estates' road system consists of four main roads: Thumper Drive, Cottontail Drive, Briar Run Drive and Oak Lee Drive and nine cul-de-sacs. The main roads connect two entrances on Flowing Springs Road with the Potomac Marketplace, Route 9 and Fairfax Boulevard.

WHEREAS, Briar Run Estates' road system has, since 2006, been unfairly burdened by the traffic generated by the growth, commercial business and residential development choices made and approved by the City of Ranson through its Comprehensive Plan, Zoning Ordinance and Urban Growth Boundary.

WHEREAS, Briar Run Estates resident volunteers have conducted two traffic counts, exhibits attached, which demonstrate that on typical weekend and week days 2100 to 2200 vehicles pass through Briar Run Estates within a 10 hour period. This data conservatively extrapolates to well over 3,000 vehicles per day. Vehicle types include cars, vans, pickup trucks with trailers, box trucks, dump trucks, tractor-trailers and vehicles bearing the signage of the City of Ranson and the City of Charles Town. A subsequent City of Ranson traffic survey verified the Briar Run Estates data.

WHEREAS, External traffic has been imposed on Briar Run Estates' roads by land development decisions made by the City of Ranson in 2006 and following years without providing for an alternate roadway for county-level traffic.

March 18, 2025

FREEHOLDERS' PETITION FOR ANNEXATION

WHEREAS, No other subdivision roadways in Jefferson County are used as a short-cut road access to City of Ranson property, parks, and recreational field facilities.

WHEREAS, The external traffic has tended to exceed the 25 mph speed limit appropriate for residential roadways and consistently ignore stop signs at intersections. Briar Run Estates has had to fund the construction of 6 speed humps and signage in 2017 in order to lessen the speed of through vehicles, without the support of either the City of Ranson Police or Jefferson County Sheriff's Office to enforce speed limits and stop signs.

WHEREAS, Briar Run Estates private roads serve school buses which transport City of Ranson students to local schools.

WHEREAS, The City of Ranson has approved Presidents Pointe, which in its first two phases consists of over 350 residential units. Its roadway system is served by a single collector road, Presidents Pointe Avenue, which is intended to connect the traffic circle at Oak Lee Drive with Flowing Springs Road. The City of Ranson has allowed the developer to construct the roadway in phases, as it adds additional residential units. The result of this policy is to give the residents of Presidents Pointe' if they are traveling to destinations north and east in the county or Maryland, no alternative but to use the roadways of Briar Run Estates to connect to Flowing Springs Road. Currently, the schedule for the completion of Presidents Pointe Avenue is entirely up to the developer and the housing market. Neither the developer or the City know what year that will be.

WHEREAS, Additional residential development approved by Jefferson County at Aspen Green along Flowing Springs Road and Old Country Club Road will add hundreds of trips per day to traffic to and from Potomac Marketplace and through Briar Run Estates.

WHEREAS, Briar Run Estates has researched with Freedom of Information Act requests and with voluntary cooperation of City of Ranson staff and officials which suggest Briar Run Estates has literally been forgotten or overlooked.

WHEREAS, The City of Ranson in 2006 annexed the 66 units of Briar Run Phase 4, which has the same housing density and road structure as Briar Run Estates. In 2008, the City of Ranson developed one of the two storm water management areas of Briar Run Phase 4 into a city park and maintains both areas. In 2022, the City of Ranson repaved all of roadways of Briar Run Phase 4 including through roads and cul-de-sacs[1].

WHEREAS, The West Virginia Department of Highways cannot provide maintenance of the Briar Run Estates road system due to the expiration of the, so called, "Orphan Roads" legislation in 1999.

---

[1] Briar Run Phase 4 has 3,995 feet (.75 mi) of 25 feet wide roadway. Approximately two-thirds (65%) of that roadway connects to Briar Run Estates and serves through traffic similarly to Briar Run Estates. Briar Run Estates has approximately 7,714 feet (1.5 mi) of 25 feet wide roadway. More than half (55%) of that roadway serves through traffic.

March 18, 2025

FREEHOLDERS' PETITION FOR ANNEXATION

WE THEREFORE, Submit the attached signed petition of 86 of the 134 homeowners (64%) who support this voluntary request for annexation.

Respectfully,

Briar Run Estates Owners Association, Inc., Board of Directors

Joseph Bosco, President
Judy Ott, Vice President
Barbara Sobol, Secretary

March 18, 2025

FREEHOLDERS' PETITION FOR ANNEXATION

We, the undersigned, being freeholders of property situated within the area of proposed annexation, hereby petition the City Council of the City of Ranson, Jefferson County, West Virginia, asking said Council to annex additional territory to the City of Ranson pursuant to the provisions of Chapter 8, Article 6, Section 4 of the Code of West Virginia, as amended. The precise additional territory sought to be annexed to the City of Ranson is the territory shown on the attached map or plat and further described by courses and distances, as shown upon said plat as required by law.

We petition the City Council of the City of Ranson to proceed to annex the said territory – known as Briar Run Estates (BRE) in Jefferson County, West Virginia, in which there are 134 property owners -- and to take all acts required by law to effect such annexation under the provisions of Chapter 8, Article 6, Section 4 of the Code of West Virginia.

To this end, we propose the following conditions and understandings:

1. The City of Ranson will take ownership of the following common areas, including:
    a. all roads and rights-of-way, including through roads and cul-de-sacs, six (6) speed humps,
    b. All traffic control signage at intersections and roadsides,

2. The City of Ranson will maintain the above common areas, including:
    a. snow removal and ice treatment per City of Ranson standards of all through roads and cul-de-sacs,
    b. timely paving repair and repaving of all through roads and cul-de-sacs,
    c. preservation and restriping of stop lines at all intersections,

3. The City of Ranson will include the above roads and rights-of-way in the coverage of their liability insurance protection and hold the homeowners of Briar Run Estates harmless.

4. The City of Ranson will assume the lease agreement which Briar Run Estates has with Potomac Edison to provide light fixtures and illumination or provide equivalent street lighting at no additional charge to Briar Run Estates homeowners.

5. The City of Ranson will provide police protection, emergency response and traffic monitoring services. The City Council of the City of Ranson will formally resolve to patrol roads to enforce stop signs, a 25 mph speed limit and install a radar-equipped speed monitor on Cottontail Drive.

6. The City Council of the City of Ranson will formally resolve to request that the WVDOH include in land development north of Briar Run Estates a connecting roadway from the intersection of Flowing Springs Road and Old Country Club Road to the Potomac Marketplace; and that the roadway be designed for county-level traffic separate from residential curb cuts.

March 18, 2025

FREEHOLDERS' PETITION FOR ANNEXATION

EXHIBIT B

Areas to be annexed

(See attached plats of Lots 01 – 133 + Lot 1A, 4 SWM parcels, rights of way)

• Briar Run Estates	Lots 01 thru 37	Sheet 1 of 2
• Briar Run Estates	Lots 01 thru 37	Sheet 2 of 2
• Briar Run Estates	Lots 38 thru 77	Sheet 1 of 3
• Briar Run Estates	Lots 38 thru 77	Sheet 2 of 3
• Briar Run Estates	Lots 38 thru 77	Sheet 3 of 3
• Briar Run Estates	Lots 78 thru 133	Sheet 1 of 2
• Briar Run Estates	Lots 78 thru 133	Sheet 2 of 2
• Briar Run Estates	Lot 1A	Sheet 1 of 2
• Briar Run Estates	Lot 1A	Sheet 2 of 2

March 18, 2025

FREEHOLDERS' PETITION FOR ANNEXATION

EXHIBIT A

List of Freeholders (Page 1 of 9)

WE, the undersigned Freeholders, hereby PETITION the Ranson City Council, pursuant to W.Va. Code §8-6-4, to annex into the City of Ranson the area comprising ± 54.98 acres, including the parcels listed below and as further described in Exhibit "B", attached.

02 - CHARLES TOWN TAX DISTRICT, JEFFERSON COUNTY

Briar Run Estates Subdivision

Lots 01 through 134, 4 SWM parcels, rights-of-way

DATE	SIGNATURE	PRINT NAME	PROPERTY ADDRESS & LOT NO	
1-12-25	Tami L Paris	Tami L. Paris	46 Flopsy Court LOT 49	49
1-12-25	James Crawford	James Crawford	57 Cottontail Ct Lot 16	16
1-12-25	Melissa Johnson	Melissa Johnson	49 Flopsy Ct Ranson Lot 55	55
1/12/25	William Henry	William Henry	29 Flopsy Ct Ranson Lot #56	56
1/12/25	Denise Lisburg	Denise Lisburg	31 Mopsy Lot 45 Ranson, WVA 25438	45
1/12/25	[illegible]	Joseph Amedio	48 Mopsy Lot 40 Ranson, WV 25438	40
1-13-25	[illegible]	Tracy Pivinotto	63 Flopsy Ct Ranson, WV 25438	54
1-13-25	[illegible]	EDYTA SIMMONS	55 Mopsy Ct. Lot 43	43
1-13-25	Eric Wright	Eric Wright	188 Thumper Drive	46
1/14/25	[illegible]	Piper Schellenberg	30 Flopsy Ct	48
1/14/25	Joanne S. Murray	Joanne S. Murray	156 Thumper Drive	38
1/26/25	Jane Rourke	Jane Rourke	698 Oak Lee Drive	66
1/26/25	[illegible]	Robert Andrews	40 Roger Ct.	87
1/26/25	William Lemley	William Lemley	36 Roger CT.	86

Area A 1

March 18, 2025

FREEHOLDERS' PETITION FOR ANNEXATION

EXHIBIT A
List of Freeholders (Page 2 of 9)

WE, the undersigned Freeholders, hereby PETITION the Ranson City Council, pursuant to W.Va. Code §8-6-4, to annex into the City of Ranson the area comprising ± 54.98 acres, including the parcels listed below and as further described in Exhibit "B", attached.

02 - CHARLES TOWN TAX DISTRICT, JEFFERSON COUNTY
Briar Run Estates Subdivision
Lots 01 through 134, 4 SWM parcels, rights-of-way

DATE	SIGNATURE	PRINT NAME	PROPERTY ADDRESS & LOT NO	
1-26-25		Jonathan Ross	847 Oak Lee	120
1-31		Debra McCandish	80 Floppy Ct	52
1/31	Diane Keener	Diane Keener	77 Floppy Ct.	53

Area A 2

March 18, 2025

FREEHOLDERS' PETITION FOR ANNEXATION

EXHIBIT A
List of Freeholders (Page 3 of 9)

WE, the undersigned Freeholders, hereby PETITION the Ranson City Council, pursuant to W.Va. Code §8-6-4, to annex into the City of Ranson the area comprising ± 54.98 acres, including the parcels listed below and as further described in Exhibit "B", attached.

02 - CHARLES TOWN TAX DISTRICT, JEFFERSON COUNTY
Briar Run Estates Subdivision
Lots 01 through 134, 4 SWM parcels, rights-of-way

DATE	SIGNATURE	PRINT NAME	PROPERTY ADDRESS & LOT NO	
12-12-2025		Chad Mossburg	53 Bugs Ct.	07
12-12-25		Jeff Dillow	57 Bugs CT.	06
1-18-25		Jeff Dillow Jr.	52 Bugs CT.	04
1-18-25		Lynn Tal	58 Cottontail CT	05
0/18/25		Herman Reynolds	12 Cotton Tail ct	01
1/22/25		Rob Dornberger	128 THUMPER DR	20
1/26/25		Brittany Bates	25 Cottontail Ct	19
1/27/25		Brandon D Poff	26 Bugs Ct	02
2/2		Tabitha Eagle	26 Cottontail Ct.	12

Area B 1

March 18, 2025

FREEHOLDERS' PETITION FOR ANNEXATION

EXHIBIT A
List of Freeholders (Page 4 of 9)

WE, the undersigned Freeholders, hereby PETITION the Ranson City Council, pursuant to W.Va. Code §8-6-4, to annex into the City of Ranson the area comprising ± 54.98 acres, including the parcels listed below and as further described in Exhibit "B", attached.

02 - CHARLES TOWN TAX DISTRICT, JEFFERSON COUNTY
Briar Run Estates Subdivision
Lots 01 through 134, 4 SWM parcels, rights-of-way

DATE	SIGNATURE	PRINT NAME	PROPERTY ADDRESS & LOT NO	
1/12/25	Carol Holmes	Carol Holmes	53 Thumper Dr	35
1-12-25	[signature]	Tommy Stephens	41 Bugs Ct	08
1/31/2025	[signature]	DAVID ENRIGHT	43 COTTONTAIL COURT	18
2-1-25	[signature]	Barbara Sobol	42 Bugs Ct.	03

Area B 2

March 18, 2025

FREEHOLDERS' PETITION FOR ANNEXATION

EXHIBIT A
List of Freeholders (Page 5 of 9)

WE, the undersigned Freeholders, hereby PETITION the Ranson City Council, pursuant to W.Va. Code §8-6-4, to annex into the City of Ranson the area comprising ± 54.98 acres, including the parcels listed below and as further described in Exhibit "B", attached.

02 - CHARLES TOWN TAX DISTRICT, JEFFERSON COUNTY
Briar Run Estates Subdivision
Lots 01 through 134, 4 SWM parcels, rights-of-way

DATE	SIGNATURE	PRINT NAME	PROPERTY ADDRESS & LOT NO
1/11/25		Jennifer Kearney	104 Cottontail Drive Lot #33
1/11/25		Tyson Dodd	21 Cottontail Drive
1/11/25		Ben Paul	76 Cottontail Drive
2/3/25		Matt Ash	125 Thumper Dri...
2/3/25	SW	Stacey Wilson	57 Cottontail Drive staceyjcetts1996@gmail
2/3/25		Corrina A. Ricketts	48 Cottontail Drive Ranson, WV 25438
2/3/25		Amanda Buckner	34 Cottontail Dr Ranson WV 254...

77
32
21 Matt.ash19@gmail.co
26
30
29

Area C

March 18, 2025

FREEHOLDERS' PETITION FOR ANNEXATION

EXHIBIT A

List of Freeholders (Page 6 of 7)

WE, the undersigned Freeholders, hereby PETITION the Ranson City Council, pursuant to W.Va. Code §8-6-4, to annex into the City of Ranson the area comprising ± 54.98 acres, including the parcels listed below and as further described in Exhibit "B", attached.

02 - CHARLES TOWN TAX DISTRICT, JEFFERSON COUNTY

Briar Run Estates Subdivision

Lots 01 through 134, 4 SWM parcels, rights-of-way

DATE	SIGNATURE	PRINT NAME	PROPERTY ADDRESS & LOT NO
1/11/2024	Vicki Reeves	Vicki Reeves	#71 571 Oak Lee 71
1/11/25	Dan Wilson	Dan Wilson	602 LOT 65
1/11/25	Rebecca Hodge	David Rebecca Hodge	607 Oak Lee #73
1/11/25	Michael Kastel	michael Kastel	663 OAK Lee #76
1/11/25	[illegible]	BRIAN JEVES	748 OAK LOT #64
1/11/25	[illegible]	Keith A McDaniel	770 OAK LEE #69
1/11/25	[illegible]	Brandon Webster	636 Oak Lee #67
1/11/25	Mary Smith	Mary Smith	645 Oak Lee #75
1-12-25	[illegible]	Rebekah Dingus	619 oak lee #68
1/12/25	[illegible]	JEREMY WALKER	751 OAK LEE DR #61
1/12/25	[illegible]	Christina Maynor	582 oak lee Dr #70
1/14/25	[illegible]	Ingrid Andrade	591 Oak Lee Dr #72

Area D

March 18, 2025

FREEHOLDERS' PETITION FOR ANNEXATION

EXHIBIT A
List of Freeholders (Page 7 of 9)

WE, the undersigned Freeholders, hereby PETITION the Ranson City Council, pursuant to W.Va. Code §8-6-4, to annex into the City of Ranson the area comprising ± 54.98 acres, including the parcels listed below and as further described in Exhibit "B", attached.

02 - CHARLES TOWN TAX DISTRICT, JEFFERSON COUNTY
Briar Run Estates Subdivision
Lots 01 through 134, 4 SWM parcels, rights-of-way

DATE	SIGNATURE	PRINT NAME	PROPERTY ADDRESS & LOT NO
1/13/25	[signature]	Kathleen M. Hartis	15 Rex Dr #116
1/21/25	[signature]	Elisa R. Fox	191 Mcgregor Drive #112
1-21-25	[signature]	Shawn Cloud	189 McGregor Dr. #113
1/22-25	[signature]	Barry Anderson	14 Rex Dr. #114
1-25-25	[signature]	Michael Stone	156 McGregor Dr. #109
1/25/25	[signature]	Donald Bellefeuille	110 McGregor Dr. #106
1/25/25	[signature]	Robert Kaltenbaugh	35 McGregor Dr #128
2/1/25	[signature]	KAREN C DAVIS	124 McGregor Dr #107
2/2/25	[signature]	David Keiling	28 Rex drive #115
2/2/25	[signature]	Victor Kolbay	133 Mcgregor Dr. #133
2-19-25	[signature]	Joseph Barton	178 Mcgregor Dr #170
2/09/25	[signature]	MIRIAM BARTON	178 Mcgregor Dr. #110

Area E

March 18, 2025

FREEHOLDERS' PETITION FOR ANNEXATION

EXHIBIT A
List of Freeholders (Page 8 of 9)

WE, the undersigned Freeholders, hereby PETITION the Ranson City Council, pursuant to W.Va. Code §8-6-4, to annex into the City of Ranson the area comprising ± 54.98 acres, including the parcels listed below and as further described in Exhibit "B", attached.

02 - CHARLES TOWN TAX DISTRICT, JEFFERSON COUNTY
Briar Run Estates Subdivision
Lots 01 through 134, 4 SWM parcels, rights-of-way

DATE	SIGNATURE	PRINT NAME	PROPERTY ADDRESS & LOT NO
1/12/25		Kristina Sanchez	28 Roger Ct. Lot 85
1/12/25		Mark Manton	583 Oak Lee Dr Lot 122
1/12/25	Kendra Peck	Kendra Peck	904 Oak Lee Dr Lot 91
1-12-25		Abraham Ybarra	861 Oak Lee Dr Lot 121
1-12-25	Linda Dillow	LINDA DILLOW	901 OAK LEE DRIVE Lot 123
1-12-25		Mirais Lucas	833 Oak Lee Drive Lot 119
1/12/25		Tracy Utterback	88 Rex Drive Lot 78
1/12/25	Jack Patience	JACK PATIENCE	91 REX DRIVE Lot 82
1/12/25		Nathaniel Harding	104 Rex Dr Lot 80
1/12/2025	Teresa Forsyth	TERESA Forsyth	28 Mopsy Ct. Lot 39
1/18/2025		Mathew Yuhas	47 Rex Drive Lot 118
1/18/2025		PAUL MORGAN	99 Rex Lot 81
1/18/25		Logan Matiesen	74 Roger Lot 88
1/18/25		Leonard E. Hayden	868 OAK LEE DR Lot 89

Area F

March 18, 2025

FREEHOLDERS' PETITION FOR ANNEXATION

EXHIBIT A
List of Freeholders (Page 9 of 9)

WE, the undersigned Freeholders, hereby PETITION the Ranson City Council, pursuant to W.Va. Code §8-6-4, to annex into the City of Ranson the area comprising ± 54.98 acres, including the parcels listed below and as further described in Exhibit "B", attached.

02 - CHARLES TOWN TAX DISTRICT, JEFFERSON COUNTY
Briar Run Estates Subdivision
Lots 01 through 134, 4 SWM parcels, rights-of-way

DATE	SIGNATURE	PRINT NAME	PROPERTY ADDRESS & LOT NO
1/16/25	[signature]	SEAN HANIGAN	17 HARE CT LOT 100
1/18/25	[signature]	Robert Miller	16 Hare CT Lot 102
1/18/25	[signature]	[illegible]	19 Hare ct. Lot 101
1/18/25	[signature]	Laurel A. Breyer	922 Oak Lee LOT 92
1/18/25	[signature]	MICHAEL MCDONALD III	111 McGregor Dr. LOT 132
1/21/25.	[signature]	Barbarann Ellis	919 Oak Lee Dr. LOT 124
1/20/25	[signature]	NANA L FRYE	93 Briar Run Dr Lot 97
1/22/25	[signature]	Michael R. Dion	107 Briar Run Drive Lot 96
1/26/25	[signature]	Joseph S. Bosco	140 McGregor Dr LOT 108
1/30/25	[signature]	JASON HILLS	80 BRIAR RUN DR LOT 125
2/10/25	[signature]	Kim Poe	166 Briar Run Dr LOT 126

Area G

AGENDA ITEM VII.2

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: PRESENTATION

AGENDA SECTION: **COUNCIL BUSINESS**

SUBJECT: Resolution 2025-01: FY2025 General Fund Budget Revision #4

As required by State law, the City is revising its current budget to ensure each department/revenue allocation remains within their budgeted amounts for the fiscal year. The changes listed below for both the revenues "receipts" and Expenditures have a net effect of $717,800 dollars. Enclosed is a copy of the General Fund Budget Revision #4 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:

1. Decreasing the Wine Liquor Private Club Tax Revenue line, as well as the Contributions from Sales Tax Fund Revenue line given lower funding needs for FY25 with current revenue collections.

2. Increasing the Business & Occupation Tax Revenue line, Hotel Tax Revenue line, Building Permit Revenue line, Rental Registration Revenue line,

Contributions from ARPA Fund Revenue line, Payroll Reimbursements Revenue line, and Miscellaneous Revenue line.

3. Additional allotment of $1,250 for City Administration to account for the insurance premium increases slated for May 1, 2025 as well as adjusting FICA tax for a miscalculation.

4. Additional allotment of $4,703 to the Mini Grant Program to account for 3/04/2025 directive from Council regarding unencumbered ARPA Interest balance.

5. Additional allotment of $4,703 to the Community Sponsorships line to account for 3/04/2025 directive from Council regarding unencumbered ARPA Interest balance for Ranson Elementary.

6. Decreasing allotment by $5,349 for 2023 Ranson Community Distribution Program line, given unspent balance of finished Bike Path project.

7. Additional allotment of $3,000 for Planning & Zoning to account for the insurance premium increases slated for May 1, 2025 as well as adjusting FICA tax for a miscalculation.

8. Additional allotment of $96,250 for City Hall to account for higher trending utility expenses, the 990 preparation expenses, the HDL variable monthly

remittance expenses (50% B&O collections), and software expenses billed through Tek Advisors.

9. Additional allotment of $553,863 to Contributions/Transfers to other Funds (50% split to Capital Improvement Fund and Stabilization Fund).
10. Decreasing allotment by $84,000 for Police Department to remove allotment for Salaries, Taxes, and Retirement potential expenses associated with Chief position transition.
11. Additional allotment of $11,600 for Streets' Department to account for higher trending overtime and utility expenses as well as correct a FICA miscalculation.
12. Additional allotment of $10,000 for Street Lights to account for higher trending utility expenses.
13. Additional allotment of $25,000 for P&R Hotel Tax Transfers to account for higher trending hotel tax revenue collections trend.
14. Additional allotment of $25,000 for Jefferson County CVB Hotel Tax Transfers to account for higher trending hotel tax revenue collections trend.
15. Rolling over excess revision balance to Contingencies line item, capped at 10% of total FY25 General Fund budget amount.

ATTACHMENTS:

FY 25 General Funds Budget Revision #4 Resolution 2025-01.docx
General Fund Budget Revision #4 Worksheet FY25 3-18-2025.pdf
FY25 General Fund Budget Revision #4 3-18-2025.pdf

RESOLUTION 2025 - 01

At a regular session of the municipal council, held March 18, 2025, the following order was made and entered:

SUBJECT: The fourth 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:

_____ Mayor Duke Pierson	Yes	No	Absent
_____ Michael Anderson	Yes	No	Absent
_____ Andy Colandrea	Yes	No	Absent
_____ Amanda Stroud	Yes	No	Absent
_____ Tommy Custer	Yes	No	Absent
_____ Ken Suits	Yes	No	Absent
_____ Herbie McDaniel	Yes	No	Absent

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 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:

LGSD BR (Ver. 2023)

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

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: 4
Pages: 1 of 3

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
305	Business and Occupation Tax	2,500,000	750,000		3,250,000
306	Wine & Liquor Tax	80,000		5,000	75,000
308	Hotel Occupancy Tax	400,000	50,000		450,000
326	Building Permit Fees	750,000	100,000		850,000
369	Contributions from other Funds - Must Provide Explanation below	700,000		191,200	508,800
374	Payroll Reimbursements	30,000	12,000		42,000
NET INCREASE/(DECREASE) Revenues (ALL PAGES)			717,800		

Explanation for Account # 378, Municipal Specific:

Explanation for Account # 369, Contributions from Other Funds: Reducing Sales Tax Fund Contribution with higher revenue trends

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	451,500	1,250		452,750
424	Contributions to Comms/Authorities	183,887	4,057		187,944
437	Planning & Zoning	948,875	3,000		951,875
440	City Hall	1,350,000	96,250		1,446,250
444	Contributions / Transfers to Other Funds	2,675,451	553,863		3,229,314
699	Contingencies*	1,189,085	71,780		1,260,865
700	Police Department	2,935,650		84,000	2,851,650
750	Streets and Highways	1,360,550	11,600		1,372,150
751	Street Lights	125,000	10,000		135,000
900	Parks & Recreation	300,000	25,000		325,000
NET INCREASE/(DECREASE) Expenditures			717,800		

APPROVED BY THE STATE AUDITOR

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

AUTHORIZED SIGNATURE OF ENTITY

3/18/2025
APPROVAL DATE

REVENUES (CONT)

City of Ranson

LGSD: BR City of Ranson

CONTROL NUMBER: 2025 (FY) 1 (FUND) 4 (REV #)

BUDGET REVISION REQUEST-SUPPLEMENT

ACCOUNT NUMBER	ACCOUNT CATEGORY	PREVIOUSLY APPROVED AMOUNT	INCREASE	DECREASE	REVISED AMOUNT
399	Miscellaneous Revenues	2,000	1,500		3,500
329	Inspection Fees/Vacant Property Fees	1,000	500		1,500
	#N/A				
	#N/A				
	#N/A			

EXPENDITURES (CONT'D) City of Ranson

LGSD: BR City of Ranson CONTROL NUMBER: 2025 (FY) 1 (FUND) 4 (REV#)

BUDGET REVISION REQUEST-SUPPLEMENT

ACCOUNT NUMBER	ACCOUNT CATEGORY	PREVIOUSLY APPROVED AMOUNT	INCREASE	DECREASE	REVISED AMOUNT
901	Visitors Bureau	200,000	25,000		225,000
	#N/A				
	#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				
	#N/A				
	#N/A				
	#N/A				
		NET INCREASE/(DECREASE) Expenditures (this page)			25,000

FY 2025
General Fund Budget
Budget Revision #4 Summary

	Current Budget FY2025	Budget Revision 4	Proposed Budget	Year to Date	Budget Balance	% of Budget Received
FY24 Carryover Fund Balance	*4,881,368*	-	*4,881,368*	*4,881,368*	-	100%
Revenue Summary						
Taxes	4,871,480	**795,000**	**5,666,480**	4,186,266	(685,214)	86%
Fines & Forfeitures	400,000	-	400,000	269,575	(130,425)	67%
Licenses & Permits	906,000	**100,500**	**1,006,500**	710,229	(195,771)	78%
Intergovernmental	730,000	**(179,200)**	**550,800**	382,151	(347,849)	52%
Miscellaneous	102,000	**1,500**	**103,500**	79,067	(22,933)	78%
Total Revenues	***11,890,848***	***717,800***	***12,608,648***	***10,508,656***	***(1,382,192)***	***88%***
Expenditure Summary						
Mayor's Office	16,560	-	16,560	8,673	7,887	52%
City Council	67,800	-	67,800	43,060	24,740	64%
City Administrator	451,500	**1,250**	**452,750**	263,697	170,303	58%
Police Judge's Office	34,300	-	34,300	17,237	17,063	50%
Contribution to Commissions	183,887	**4,057**	**187,944**	57,879	126,008	31%
Regional Development Authority	5,150	-	5,150	5,107	43	99%
Planning & Zoning	948,875	**3,000**	**951,875**	561,643	387,232	59%
Elections	37,750	-	37,750	23,215	4,535	61%
City Hall	1,350,000	**96,250**	**1,446,250**	816,539	449,461	60%
Contribution/Transfer	2,675,451	**553,863**	**3,229,314**	1,302,726	512,408	49%
Contingency	1,189,085	**71,780**	**1,260,865**	-	1,059,432	0%
Police Department	2,935,650	**(84,000)**	**2,851,650**	1,861,949	869,251	63%
Police Special Duty	9,290	-	9,290	9,051	11,639	97%
Streets Department	1,360,550	**11,600**	**1,372,150**	761,295	597,255	56%
Street Lights	125,000	**10,000**	**135,000**	83,181	41,819	67%
Parks & Recreation	300,000	**25,000**	**325,000**	153,969	146,031	51%
Convention & Visitor's Bureau	200,000	**25,000**	**225,000**	134,754	65,246	67%
Total Expenditures	***11,890,848***	***717,800***	***12,608,648***	***6,103,974***	***5,786,874***	***51%***
Revenue Over Expenses	-	-	-	***4,404,683***		

FY2025 Revenues

Account Number	Description	Current FY2025 Budget	Budget Rev. #4 3-18-2025	Proposed FY2025 Budget	Year to Date	Budget Balance	% of Budget Received	Revision 4 Descriptions
	FY24 Carryover Fund Balance	4,881,368	-	4,881,368	4,881,368	-	100%	
001.301.100	Ad Valorem Tax Current Year	1,620,230	-	1,620,230	1,133,659	486,571	70%	
001.303.100	Gas and Oil Severance Tax Current Year	20,000	-	20,000	20,000	(0)	100%	
001.304.100	Utility Tax	250,000	-	250,000	164,405	85,595	66%	
001.305.100	**B&O Tax**	**2,500,000**	**750,000**	**3,250,000**	**2,522,060**	**(22,060)**	**101%**	*Revising to acct for collection trend thru Feb25*
001.306.100	**Wine and Liquor Tax**	**80,000**	**(5,000)**	**75,000**	**37,033**	**42,967**	**46%**	*Revising to acct for collection trend thru Feb26*
001.307.100	Animal Tax	1,250	-	1,250	1,172	78	94%	
001.308.100	**Hotel/Motel Tax**	**400,000**	**50,000**	**450,000**	**307,938**	**92,062**	**77%**	*Revising to acct for collection trend thru Feb26*
001.320.100	Fines, Fees, and Court Costs	400,000	-	400,000	269,405	130,595	67%	
001.325.100	Business Licenses	25,000	-	25,000	14,882	10,118	60%	
001.326.100	**Building Permits**	**750,000**	**100,000**	**850,000**	**632,652**	**117,348**	**84%**	*Revising to reflect current fee collection volume, anticipating continuing trend given permit volume.*
001.328.100	Franchise Tax	45,000	-	45,000	22,968	22,032	51%	
001.329.100	**Rental Registration**	**1,000**	**500**	**1,500**	960	40	96%	*Revising to acct for collection trend thru Feb26*
001.330.100	IRP Fees	85,000	-	85,000	38,768	46,232	46%	
001.369.100	**Contributions from Other Funds (Sales Tax)**	**700,000**	**(200,000)**	**500,000**	**350,000**	**350,000**	**50%**	*Revising to reflect less funding needs*
001.369.200	**Contributions from Other Funds (ARPA Revenue Loss Allowance XFR)**	**-**	**8,800**	**8,800**	**-**	**-**	**0%**	*Revising to account for Council discussion regarding ARPA Interest Balance spending*
001.374.100	**Payroll Reimbursement**	**30,000**	**12,000**	**42,000**	**32,151**	**(2,151)**	**107%**	*Revising to acct for collection trend thru Feb26*
001.380.100	Interest Gained on Investments	30,000		30,000	21,335	8,665	71%	
001.382.100	Refunds & Rebates	30,000	-	30,000	21,609	8,391	72%	
001.383.100	Sale of Fixed Asset	20,000	-	20,000	17,700	2,300	89%	
001.386.100	Insurance Claim	15,000	-	15,000	11,242	3,758	75%	
001.389.100	Accident Reports	5,000		5,000	4,056	944	81%	
001.399.100	**Miscellaneous**	**1,500**	**1,500**	**3,000**	**2,876**	**(1,376)**	**192%**	*Revising to acct for collection trend thru Feb26*
001.399.102	Yard Sale Fees	250		250	110	140	44%	
001.399.103	Fingerprint Fee	250		250	140	110	56%	
	Total Revenues	***11,890,848***	***717,800***	***12,608,648***	***10,508,656***	***1,382,192***	***88%***	

FY2025 Expenditures

Account Number	Description	Current FY2025 Budget	Budget Rev. #4 3-18-2025	Proposed FY2025 Budget	Year-to-date	Current Budget Balance	Percent of Budget Expended	Revision 4 Descriptions
409 - Mayor's Office								
001.409.101	Mayor Salary	12,000	-	12,000	8,000	4,000	67%	
001.409.104	Mayor FICA	960	-	960	612	348	64%	
001.409.214	Mayor Travel	2,000	-	2,000	-	2,000	0%	
001.409.226	Mayor Insurance Bonds	100	-	100	-	100	0%	
001.409.230	Mayor Contracted Services	500	-	500	-	500	0%	
001.409.341	Mayor Departmental Supplies	500	-	500	61	439	12%	
001.409.568	Mayor Contributions	500	-	500	-	500	0%	
	Total	**16,560**	**-**	**16,560**	***8,673***	***7,887***	***52%***	
410 - City Council								
001.410.101	City Council Salary	60,000	-	60,000	40,000	20,000	67%	
001.410.104	City Council FICA	4,800	-	4,800	3,060	1,740	64%	
001.410.214	City Council Travel	2,000	-	2,000	-	2,000	0%	
001.410.230	City Council Contracted Services	500	-	500		500	0%	
001.410.341	City Council Departmental Supplies	500	-	500	-	500	0%	
	Total	**67,800**	**-**	**67,800**	**43,060**	**24,740**	**64%**	
412 - City Administration Office								
001.412.103	City Administration Salary (3 FT employees)	243,000	-	243,000	159,075	83,925	65%	
001.412.104	**City Administration FICA**	**19,000**	**750**	**19,750**	**12,710**	**6,290**	**67%**	***To correct FICA calculation***
001.412.105	**City Administration Insurance**	**60,500**	**500**	**61,000**	**40,083**	**20,417**	**66%**	***To account for insurance premium increases effective 5/1/25***
001.412.106	City Administration Retirement	29,500	-	29,500	15,745	13,755	53%	
001.412.211	City Administration Phone	1,250	-	1,250	294	956	24%	
001.412.214	City Administration Travel	5,000	-	5,000	2,992	2,008	60%	
001.412.220	City Administration Ads/Legal Publications	2,500	-	2,500	40	2,460	2%	
001.412.221	City Administration Training	2,500	-	2,500	1,543	958	62%	
001.412.222	City Administration Dues and Subscriptions	3,500	-	3,500	1,551	1,949	44%	
001.412.223	City Administration Professional Services	25,000	-	25,000	13,012	11,988	52%	
001.412.226	City Administration Insurance and Bonds	250	-	250	-	250	0%	
001.412.230	City Administration Contracted Services	20,000	-	20,000		20,000	0%	
001.412.341	City Adminstration Supplies and Materials	5,000	-	5,000	2,547	2,453	51%	
001.412.343	City Administration Gas Oil Tires	500	-	500	219	281	44%	
001.412.345	City Administration Uniforms	1,500	-	1,500	238	1,262	16%	
001.412.353	City Administration Computer Software	32,500	-	32,500	13,648	18,852	42%	
	Total	**451,500**	**1,250**	**452,750**	***263,697***	***187,803***	***58%***	
416 - Police Judge's Office								
001.416.103	Police Judge Salary (2 Mags; 1 Prosecutor)	25,000	-	25,000	16,012	8,988	64%	
001.416.104	Police Judge FICA	2,000	-	2,000	1,225	775	61%	
001.416.223	Police Judge Professional Services	7,000	-	7,000	-	7,000	0%	
001.416.226	Police Judge Insurance and Bonds	300	-	300	-	300	0%	
	Total	**34,300**	**-**	**34,300**	***17,237***	***17,063***	***50%***	

FY2025 Expenditures

Account Number	Description	Current FY2025 Budget	Budget Rev. #4 3-18-2025	Proposed FY2025 Budget	Year-to-date	Current Budget Balance	Percent of Budget Expended	Revision 4 Descriptions
424 - Contributions								
001.424.568	Contributions - Dispersed							
	PANTRAN	15,000	-	15,000	-	15,000	0%	
	Independent Fire Dept	19,000	-	19,000	-	19,000	0%	
	Citizen Fire Dept.	14,000	-	14,000	-	14,000	0%	
	Charles Town Library	5,000	-	5,000	-	5,000	0%	
	Jefferson County P&R - Fireworks	5,000	-	5,000	-	5,000	0%	
	Mini-Grant Program	**50,000**	**4,703**	**54,703**	**-**	**50,000**	**0%**	***1/3 ARPA Interest Balance + Bike Path Project Balance***
	2023 Ranson Community Distribution Program	**70,887**	**(5,349)**	**65,538**	**54,779**	**16,108**	**77%**	***Reducing budget for unused Bike Path Project Balance***
	Community Sponsorship	**5,000**	**4,703**	**9,703**	**3,100**	**1,900**	**62%**	***1/3 ARPA Interest Balance + Bike Path Project Balance***
	Total	**183,887**	***4,057***	**187,944**	***57,879***	***126,008***	***31%***	
435 - Regional Development Authority								
001.435.222	Region 9 Planning & Development Council	5,150	-	5,150	5,107	43	99%	
437 - Planning and Zoning								
001.437.103	Planning & Zoning Salary (5 FT employees)	354,000	-	354,000	243,479	110,521	69%	
001.437.104	**Planning and Zoning FICA**	**27,500**	**1,500**	**29,000**	**19,195**	**8,305**	**70%**	***To correct FICA Calculation***
001.437.105	**Planning and Zoning Insurance**	**73,500**	**1,500**	**75,000**	**49,066**	**24,434**	**67%**	***To account for insurance premium increases effective 5/1/25***
001.437.106	Planning and Zoning Retirement	42,500	-	42,500	21,405	21,095	50%	
001.437.108	Planning and Zoning Overtime/Extra Help	5,000	-	5,000	934	4,066	19%	
001.437.110	Planning and Zoning Fringe Benefits	250	-	250	250	-	100%	
001.437.211	Planning and Zoning Telephone	2,000	-	2,000	622	1,378	31%	
001.437.214	Planning and Zoning Travel	2,000	-	2,000	672	1,328	34%	
001.437.217	Planning and Zoning Vehicle Repair	500	-	500	31	469	6%	
001.437.218	Planning and Zoning Postage	1,000	-	1,000	-	1,000	0%	
001.437.220	Planning and Zoning Legal Publications	4,000	-	4,000	1,394	2,606	35%	
001.437.221	Planning and Zoning Training	7,500	-	7,500	1,383	6,117	18%	
001.437.222	Planning and Zoning Dues and Subscriptions	1,500	-	1,500	100	1,400	7%	
001.437.223	Planning and Zoning Professional Services	400,000	-	400,000	216,564	183,436	54%	
001.437.226	Planning and Zoning Insurance & Bonds	125	-	125	-	125	0%	
001.437.230	Planning and Zoning Contracted Services	1,000	-	1,000	286	714	29%	
001.437.341	Planning and Zoning Supplies and Materials	8,500	-	8,500	1,039	7,461	12%	
001.437.343	Planning and Zoning Gas, Oil, Tires	2,500	-	2,500	898	1,602	36%	
001.437.345	Planning and Zoning Uniforms	2,500	-	2,500		2,500	0%	
001.437.353	Planning and Zoning Computer Software	13,000	-	13,000	4,323	8,677	33%	
	Total	**948,875**	***3,000***	**951,875**	***561,643***	***387,232***	***59%***	
438 - Elections								
001.438.220	Elections Advertising	750	-	750	52	698	7%	
001.438.230	Elections Contracted Services (Poll workers, Ward Project)	35,250	-	35,250	23,163	12,087	66%	
001.438.341	Elections Supplies and Materials	1,750	-	1,750	-	1,750	0%	
	Total	**37,750**	**-**	**37,750**	**23,215**	**14,535**	**61%**	

FY2025 Expenditures

Account Number	Description	Current FY2025 Budget	Budget Rev. #4 3-18-2025	Proposed FY2025 Budget	Year-to-date	Current Budget Balance	Percent of Budget Expended	Revision 4 Descriptions
440 - City Hall								
001.440.103	City Hall Salary (4 FT employees)	270,000	-	270,000	172,490	97,510	64%	
001.440.104	**City Hall FICA**	**21,500**	**750**	**22,250**	**13,748**	**7,752**	**64%**	***To correct FICA Calculation***
001.440.105	City Hall Insurance	50,500	-	50,500	26,453	24,047	52%	
001.440.106	City Hall Retirement	32,500	-	32,500	15,034	17,466	46%	
001.440.108	City Hall Overtime / Extra Help	5,000	-	5,000	580	4,420	12%	
001.440.211	City Hall Telephone	25,000	-	25,000	14,155	10,845	57%	
001.440.212	City Hall Printing	7,500	-	7,500	2,147	5,353	29%	
001.440.213	**City Hall Utilities**	**20,000**	**5,000**	**25,000**	**12,993**	**7,007**	**65%**	***To account for expense trend***
001.440.214	City Hall Travel	1,500	-	1,500	-	1,500	0%	
001.440.215	City Hall Maintenance / Repair Building	20,000	-	20,000	11,209	8,791	56%	
001.440.216	City Hall Maintenance / Repair Equipment	500	-	500	-	500	0%	
001.440.217	City Hall Vehicle Repair	500	-	500	-	500	0%	
001.440.218	City Hall Postage / Meter	8,000	-	8,000	2,882	5,118	36%	
001.440.219	City Hall Building and Equipment Rents	11,000	-	11,000	5,263	5,737	48%	
001.440.220	City Hall Advertising / Legal Publications	5,000	-	5,000	2,132	2,868	43%	
001.440.221	City Hall Training	5,500	-	5,500	160	5,340	3%	
001.440.222	City Hall Dues and Subscriptions	10,000	-	10,000	1,971	8,029	20%	
001.440.223	City Hall Professional Services	125,000	-	125,000	39,523	85,477	32%	
001.440.224	**City Hall Audit Costs**	**108,000**	**1,500**	**109,500**	**77,980**	**30,021**	**72%**	***To account for 990 fees with JC Kunkle***
001.440.226	City Hall Insurance and Bonds (Travelers)	291,500	-	291,500	210,459	81,041	72%	
001.440.230	**City Hall Contracted Services**	**141,500**	**58,500**	**200,000**	**117,054**	**24,446**	**83%**	***To account for monthly variable HDL remittance (based on collection volume, $34K expensed through Feb2025)***
001.440.232	City Hall Bank Charges	50,000	-	50,000	31,137	18,863	62%	
001.440.341	City Hall Supplies and Materials	36,000	-	36,000	10,658	25,342	30%	
001.440.343	City Hall Oil, Gas & Tires	500	-	500	59	441	12%	
001.440.345	City Hall Uniforms	2,000	-	2,000	-	2,000	0%	
001.440.353	**City Hall Computer Software**	**99,500**	**30,500**	**130,000**	**48,451**	**51,050**	**49%**	***To account for Tek Advisors monthly billings for all staff's software***
001.440.570	City Hall Miscellaneous Fees	2,000	-	2,000	-	2,000	0%	
	Total	**1,350,000**	***96,250***	**1,446,250**	***816,539***	***533,461***	***60%***	
444 - Contributions to Other Funds								
1.444.566	Contributions to Others Funds							
	Municipal Capital Improvement	**1,965,246**	**276,932**	**2,242,178**	**965,123**	**1,000,123**	**49%**	***50% of Excess Revision Balance over Contingencies Cap***
	Municipal Stabilization	**710,205**	**276,931**	**987,136**	**337,603**	**372,603**	**48%**	***50% of Excess Revision Balance over Contingencies Cap***
	Total	**2,675,451**	***553,863***	**3,229,314**	***1,302,726***	***1,372,726***	***49%***	
699 - Contingencies								
1.699.000	**Contingencies**	**1,189,085**	**71,780**	**1,260,865**	**-**	**1,189,085**	**0%**	***Per WVSAO, contingencies cannot exceed 10% total operating budget so the cap for contingencies is $1,260,865***
	Total	**1,189,085**	***71,780***	**1,260,865**	**-**	***1,189,085***	***0%***	

FY2025 Expenditures

Account Number	Description	Current FY2025 Budget	Budget Rev. #4 3-18-2025	Proposed FY2025 Budget	Year-to-date	Current Budget Balance	Percent of Budget Expended	Revision 4 Descriptions
700 - Police								
001.700.103	**Police Salary (19 FT Officers & 2 FT Admin)**	**1,664,950**	**(90,000)**	**1,574,950**	**1,092,919**	**572,031**	**66%**	***Removing alottment for Chief Transition***
001.700.104	Police FICA	140,950	-	140,950	95,726	45,224	68%	
001.700.105	Police Insurance	352,500	-	352,500	229,524	122,976	65%	
001.700.106	**Police Retirement**	**188,250**	**(9,000)**	**179,250**	**98,105**	**90,145**	**52%**	***Removing alottment for potential Chief Transition***
001.700.108	Police Overtime / Extra Help	175,000	-	175,000	112,902	62,098	65%	
001.700.110	Police Fringe Benefits	4,750	-	4,750		4,750	0%	
001.700.211	Police Telephone	7,500	-	7,500	3,467	4,033	46%	
001.700.212	Police Printing	500	-	500	-	500	0%	
001.700.213	Police Utilities	17,500	-	17,500	9,876	7,624	56%	
001.700.214	Police Travel	10,000	-	10,000	3,530	6,470	35%	
001.700.215	**Police Maintenance / Repair Building**	**2,500**	**10,000**	**12,500**	**1,075**	**1,425**	**43%**	***Allottment for HVAC upgrade in evidence storage space***
001.700.216	Police Maintenance / Repair Equipment	1,500	-	1,500	-	1,500	0%	
001.700.217	**Police Vehicle Maintenance**	**30,000**	**5,000**	**35,000**	**22,947**	**7,053**	**76%**	***Increased vehicle repairs/insurance claims***
001.700.218	Police Postage	1,000	-	1,000	64	936	6%	
001.700.219	Police Building and Equipment Rents	5,000	-	5,000	3,290	1,710	66%	
001.700.220	Police Advertising / Legal Publication	750	-	750	208	542	28%	
001.700.221	Police Training	10,000	-	10,000	5,758	4,242	58%	
001.700.222	Police Dues and Subscriptions	1,500	-	1,500	570	930	38%	
001.700.223	Police Professional Services	30,000	-	30,000	20,468	9,532	68%	
001.700.226	Police Insurance and Bonds	200	-	200	-	200	0%	
001.700.230	Police Contracted Services	35,500	-	35,500	16,435	19,065	46%	
001.700.233	Police Investigation Fees	1,000	-	1,000	-	1,000	0%	
001.700.235	Police Remittance of Fees Collected	102,000	-	102,000	57,031	44,969	56%	
001.700.236	Police Refunds	1,000	-	1,000	-	1,000	0%	
001.700.341	Police Supplies and Materials	30,000	-	30,000	11,138	18,862	37%	
001.700.343	Police Gas Oil Tires	72,000	-	72,000	43,632	28,368	61%	
001.700.345	Police Uniforms	12,000	-	12,000	5,146	6,854	43%	
001.700.353	Police Software	31,000	-	31,000	25,250	5,750	81%	
001.700.570	Police Miscellaneous Fees	6,800	-	6,800	2,888	3,912	42%	
	Total	**2,935,650**	***(84,000)***	**2,851,650**	***1,861,949***	***1,073,701***	***63%***	
704 - Crossing Guards								
001.704.103	Crossing Guards Salary (5 PT Employees)	8,625	-	**8,625**	8,408	217	97%	
001.704.104	Crossing Guards FICA	665	-	**665**	643	22	97%	
001.704.570	Crossing Guards Misc	-	-	**-**	-	-	0%	
	Total	**9,290**	**-**	**9,290**	***9,051***	***239***	***97%***	

FY2025 Expenditures

Account Number	Description	Current FY2025 Budget	Budget Rev. #4 3-18-2025	Proposed FY2025 Budget	Year-to-date	Current Budget Balance	Percent of Budget Expended	Revision 4 Descriptions
750 - Streets								
001.750.103	Streets Salary (10 FT employees)	653,000	-	653,000	405,017	247,983	62%	
001.750.104	**Streets FICA**	**52,000**	**1,600**	**53,600**	**33,090**	**18,910**	**64%**	***To correct FICA calculation***
001.750.105	Streets Insurance	187,000	-	187,000	106,371	80,629	57%	
001.750.106	Streets Retirement	78,500	-	78,500	36,136	42,364	46%	
001.750.108	**Streets Overtime / Extra Help**	**15,000**	**7,500**	**22,500**	**13,787**	**1,213**	**92%**	***To account for expense trend through Feb2025***
001.750.110	Streets Fringe Benefits	2,500	-	2,500	2,250	250	90%	
001.750.211	Streets Telephone	6,750	-	6,750	3,716	3,034	55%	
001.750.213	**Streets Utilities**	**10,000**	**2,500**	**12,500**	**6,707**	**3,293**	**67%**	***To account for expense trend through Feb2025***
001.750.214	Streets Travel	2,500	-	2,500	-	2,500	0%	
001.750.215	Streets Maintenance / Repair Building	5,000	-	5,000	1,341	3,659	27%	
001.750.216	Streets Maintenance / Repair Equipment	15,000	-	15,000	4,731	10,269	32%	
001.750.217	Streets Maintenance / Repair Vehicles	22,500	-	22,500	5,594	16,906	25%	
001.750.219	Streets Building and Equipment Rents	5,000	-	5,000	1,037	3,963	21%	
001.750.221	Streets Training	2,500	-	2,500	73	2,427	3%	
001.750.222	Streets Dues	500	-	500	-	500	0%	
001.750.223	Streets Professional Services	500	-	500	167	333	33%	
001.750.226	Streets Insurance and Bonds	300	-	300	-	300	0%	
001.750.230	Streets Contracted Services	200,000	-	200,000	96,612	103,388	48%	
001.750.341	Streets Supplies and Materials	60,000	-	60,000	21,139	38,861	35%	
001.750.343	Streets Gas Oil Tires	30,000	-	30,000	18,736	11,264	62%	
001.750.345	Streets Uniforms	5,000	-	5,000	90	4,910	2%	
001.750.353	Streets Software	7,000	-	7,000	4,702	2,298	67%	
	Total	**1,360,550**	***11,600***	**1,372,150**	***761,295***	***599,255***	***56%***	
751 - Street Lights								
001.751.213	**Street Lights - Utilities**	**125,000**	**10,000**	**135,000**	**83,181**	**41,819**	**67%**	***To account for expense trend through Feb2025***
	Total	**125,000**	***10,000***	**135,000**	***83,181***	***41,819***	***67%***	
900 - Parks & Recreation								
001.900.568	**Parks & Recreation Pass through Hotel Tax**	**200,000**	**25,000**	**225,000**	**153,969**	**46,031**	**77%**	***Increased Transfer allotment for revised Hotel Tax Revenue***
001.900.568	Parks & Recreation Operational Contribution	100,000	-	100,000	-	100,000	0%	
	Total	**300,000**	***25,000***	***325,000***	***153,969***	***146,031***	***51%***	
901 - Convention & Visitors Bureau (CVB)								
001.901.568	**CVB Pass through Hotel Tax**	**200,000**	**25,000**	**225,000**	**134,754**	**65,246**	**67%**	***Increased Transfer allotment for revised Hotel Tax Revenue***
	Total	**200,000**	***25,000***	**225,000**	***134,754***	***65,246***	***67%***	
	Total Expenses	**11,890,848**	***717,800***	***12,608,648***	***6,103,974***	***5,786,874***	***51%***	

AGENDA ITEM VII.3

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: PRESENTATION

AGENDA SECTION: **COUNCIL BUSINESS**

SUBJECT: Resolution 2025-02: FY2025 Capital Fund Budget Revision #3

With the January and pending March revisions to the FY2025 General Fund Budget, the budgeted contribution to the Capital Fund has increased by $311,932 for a total annual contribution of $2,242,178. The enclosed FY2025 Capital Budget revision addresses the increased contribution line, as well as the higher revenue collection trends for City Service Fees. Revenue collection trends for Table Games and Banking Interest are trending down for FY2025, so staff propose a minor decrease to these budget lines.

As it relates to capital expenses, the proposed revision increases the budgeted funding for the Aging Server Replacement by $30,000, for a total of $180,000. To offset the increased expenditure, the revision includes a decrease of $10,000 to demo property expenses and a decrease of $15,000 to the replacement City vehicle expense. The final expense adjustment pertains to the 911 CAD Tablets used by Ranson PD, as the existing equipment operating on Windows 8.1 will be phased out of operations in the

coming months. RPD utilizes 5 tablets, and the cost estimate is roughly $3,000 per tablet, so $16,500 is proposed to accommodate this impending expense.

Overall, the net effect of the proposed revision is an increase of $436,932 to the total FY2025 Capital budget of $11,910,904, with a $5.3 Million excess balance rolled into contingencies.

ATTACHMENTS:

Capital Budget Revision FY25 #3 3-18-2025.pdf
Resolution #2025-02 FY2025 Capital Budget Revision #3.docx

CITY OF RANSON
CAPITAL FUND BUDGET
FY 2025

	FY2025 REVISED BUDGET 12-03-2024	*FY2025 BUDGET REVISION#3 INCR./DECR.*	*FY2025 PROPOSED REVISED BUDGET*	BALANCES THRU 2/28/2025	REVISION CHANGE IN PERCENT	*Notes*
Carryover Balance	8,488,226	-	8,488,226	8,488,226	**0%**	Revenue/Expenditure Balance at 6/30
201.350.100 City Service Fees	150,000	*150,000*	**300,000**	246,665	**100%**	**$1,000 fee assessed on new development permits.**
201.365.100 Grants	29,000	-	29,000	29,100	**0%**	GHSP Crash Equipment Reimbursement
201.369.100 Contributions from Other Funds	1,930,246	*311,932*	**2,242,178**	965,123	**16%**	**Revised to match FY25 General Fund Budget Contribution line balance**
201.376.000 Table Games Income	190,000	*(15,000)*	**175,000**	114,643	**-8%**	**Revising Monthly Table Game Distributions for lower trend**
201.380.100 Interest Income	80,000	*(10,000)*	**70,000**	51,424	**-13%**	**Downward trend of Interest rcvd on Capital Accounts**
201.381.200 Demo Reimbursements	6,500	-	6,500	6,500	**0%**	Demo Lien payments
201.397.100 Video Lottery Income	600,000	-	600,000	382,689	**0%**	Monthly Video Lottery Distributions
TOTAL REVENUES	***11,473,972***	***436,932***	**11,910,904**	**10,284,369**	**4%**	
EXPENDITURES						
201 Misc Fees						
Bank Charges	175	-	*175*	136	**0%**	Monthly Truist Bank Acct Charges
201.975.459 GENERAL GOVERNMENT CAPITAL EXPENSES						
Computer Replacement Program (201-975.459.001)	150,000	*30,000*	**180,000**	172,449	**20%**	**Add $30K for Aging Server Upgrade Additional Expenses**
Condemnation of Properties (201-975.459.002)	25,000	*(10,000)*	**15,000**	-	**-40%**	**Reduce for low expenses for demolition of dilapidated properties**
Replacement Vehicle (201-975.459.003)	70,000	*(15,000)*	**55,000**	49,204	**-21%**	**City Hall SUV purch. in 2025, reduce for unspent portion**
Total - General Government	*245,175*	*5,000*	*250,175*	*221,790*	**2%**	
201.976.459 PUBLIC SAFETY CAPITAL EXPENSES						
3 Patrol Vehicles (201-976.459.001)	135,000	-	135,000	127,224	**0%**	Standard Vehicle Additions - 3 2023 Dodge Durangos
Equipment for Patrol Vehicles (201-976.459.002)	75,000	-	75,000	55,628	**0%**	Associated Equipment for Vehicle Additions
Two In-Car Camera Systems (201-976.459.002)	20,000	-	20,000	19,369	**0%**	Associated Equipment for Vehicle Additions
Three CAD units (201-976.459.002)	10,000	-	10,000	-	**0%**	Associated Equipment for Vehicle Additions
E-Ticketing (201-976.459.003)	8,000	-	8,000	-	**0%**	Equipment replacements and/or additions
Radios (201-976.459.003)	15,000	-	15,000	2,836	**0%**	Equipment replacements and/or additions
Radars (201-976.459.003)	7,500	-	7,500	7,500	**0%**	Equipment replacements and/or additions
Tasers (201-976.459.003)	15,000	-	15,000	-	**0%**	Equipment replacements and/or additions
CAD Tablet Replacements x5 (201-976.459.003)	-	*16,500*	**16,500**	-	**100%**	**Phasing out Windows 8.1 Tablets for LEO due to CAD software requirements. Must replace existing 5 tablets to accommodate Windows 10+ operating system**
Electronic Fingerprint Machine (201-976.459.004)	30,000	-	30,000	10,200	**0%**	4 machines
Crash Reconstructor Equipment (201-976.459.004)	29,500	-	29,500	29,250	**0%**	Will be reimbursed with GHSP grant
Exterior Storage Building at PD (201-976.459.005	10,000	-	10,000	7,416	**0%**	Replacing existing Storage Building at PD
New Police Department Building (201-976.459.005)	750,000	-	750,000	623,635	**0%**	$500K budgeted in FY2021, no funding spent; FY2025 includes land purchase
Total - Public Safety	*1,105,000*	*16,500*	*1,121,500*	*883,058*	**1%**	
201.977.459 STREET & TRANSPORTATION CAPITAL EXPENSES						

CITY OF RANSON
CAPITAL FUND BUDGET
FY 2025

	FY2025 REVISED BUDGET 12-03-2024	*FY2025 BUDGET REVISION#3 INCR./DECR.*	*FY2025 PROPOSED REVISED BUDGET*	BALANCES THRU 2/28/2025	REVISION CHANGE IN PERCENT	*Notes*
Street Construction & Repairs						
5th Avenue Streetscape (201-977.459.016)	1,300,000	-	1,300,000	-	**0%**	Estimated project cost for FY25
Stormwater Engineering/Repairs						
SWM/Engineering & Construction	50,000	-	50,000	-	**0%**	Miscellaneous SWM expenses
Stormwater Management/Engineering (Mildred) - Design (201-977.459.012)	200,000	-	200,000	66,173	**0%**	Continuing services to design SWM project
Stormwater Management/Engineering (Mildred) Phase 1 (201-977.459.012)	1,000,000	-	1,000,000	-	**0%**	P1 addresses section from pond to Charles Town area (Evitts Run): Anticipated Project Cost Expenses for FY25; balance of phase 1 project should be completed in FY26 for $200K
Stormwater Management/Engineering (Mildred) Phase 2 (201-977.459.012)	250,000	-	250,000	-	**0%**	P2 addresses section from Cranes Lane to pond: Anticipated Project Cost Expenses for FY25; balance of phase 2 project should be completed in future years with an estimated cost of $2.15M
Miscellaneous Other Capital Projects						
City Hall Roof (201-977.459.011)	20,000	-	20,000	-	**0%**	FY24 project was complete roof replacement; FY25 is remediate attic insulation issues
Trifecta Place (201-977.459.013)	500,000	-	500,000	7,983	**0%**	Rough estimate for costs to renovate/finish Trifecta Place building 1st floor in FY25
PW Capital Budget Items						
Street Preservation (Asphalt Overlay) (201-977.459.001)	350,000	-	350,000	-	**0%**	Recurring annual repaving expense allotment
Alley Construction & Preservation (201-977.459.002)	100,000	-	100,000	3,100	**0%**	Recurring annual alley expense allotment
Sidewalk & Curb Replacement (201-977.459.003)	75,000	-	75,000	55,962	**0%**	Recurring annual sidewalk/curb expense allotment
Street Design/Engineering (201-977.459.004)	50,000	-	50,000	-	**0%**	General street design expenditures
Street Light Replacement (201-977.459.005)	75,000	-	75,000	11,011	**0%**	General street light replacement costs
1 Trucks (201-977.459.006)	75,000	-	75,000	67,476	**0%**	To replace aging PW fleet
Equipment (201-977.459.009)	75,000	-	75,000	8,140	**0%**	General Equipment purchases over $5K
Improvement to Public Works Yard (201-977.459.010)	400,000	-	400,000	94,642	**0%**	Allotment for PWY improvements (pole barn, shop improvements, etc.)
Total - Streets & Transportation	*4,520,000*	-	*4,520,000*	314,487	**0%**	
201.979.459 PARKS & RECREATION CAPITAL EXPENSES						
Civic Center Improvements (201-979.459.001)	40,000	-	40,000	22,900	**0%**	Allotment upgrades
Flowing Springs Park (201-979.459.008)	600,000	-	600,000	6,763	**0%**	$100K design, $500K construction (PW instead of contracted out)
Marcus Fields Improvements (201-979.459.002)	50,000	-	50,000	4,326	**0%**	General Improvements/"Facelift" (paint, flooring, etc.)
Total - Parks & Recreation	*690,000*	-	*690,000*	33,989	**0%**	
Contingencies	4,913,797	*415,432*	**5,329,229**	-	**8%**	Excess balance
TOTAL EXPENSES	***11,473,972***	***436,932***	***11,910,904***	**1,453,460**	**4%**	
REVENUES OVER EXPENSES	**-**	**-**	**-**			

RESOLUTION #2025 - 02

A Resolution of The City of Ranson Adopting and Approving the Amended Capital Improvement Fund Budget for Fiscal Year 2025

At a regular session of the Ranson City Council held on March 18th, 2025, the following order was made and entered:

RESOLVED: The City Council of the City of Ranson does hereby direct the amended Capital Improvement Budget for Fiscal Year 2025 be adopted as shown on the attached Ranson Capital Budget Document, a copy of which is entered as part of the record.

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. The City Manager shall have authority to execute purchases, subject to pertinent state, federal and local purchases laws and regulations under the approved Amended Capital Improvement Budget.

Signed and approved this 18th day of March 2025.

_____
Keith D. Pierson, Mayor

ATTEST:

_____
Darla Armstrong, City Clerk

AFFIX CITY SEAL:

AGENDA ITEM VII.4

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: PRESENTATION

AGENDA SECTION: **COUNCIL BUSINESS**

SUBJECT: Resolution 2025-03: A Resolution of the City of Ranson Adopting and approving the General Fund Levy Estimate Budget of the City of Ranson for Fiscal Year 2025 - 2026

Pursuant to WV Code 11-8-14, each municipality is required to meet prior to March 28 and provide to the WV State Auditor a Levy Estimate - Budget document outlining the city's anticipated revenues, expenditures, and tax rates for the coming fiscal year. City staff briefed Council on the proposed FY2026 operating budget at the March 4, 2025, council meeting, and staff remains confident the proposal meets the City's needs with no changes. The FY2026 General Fund budget proposal is included again for City Council approval and will be submitted to the WV State Auditor's office for review and approval prior to the final laying of the levy (scheduled for April 15, 2025). In addition, once Council approval is given, staff will submit the necessary advertisements to the newspaper and post the proposed budget on Ranson's website.

Attachments:

1. FY 2026 PROPOSED GENERAL FUND BUDGET SHEETS

2. FY 2026 LEVY ESTIMATE PUBLICATION

3. FY 2026 RECAP & CERTIFICATION PAGE

4. FY 2026 COUNTY CERTIFICATE OF VALUATION

5. FY 2026 GENERAL FUND RESOLUTION 2025-03

ATTACHMENTS:

FY2026 General Fund Budget 3-18-2025.pdf
FY2026 Levy Estimate Publication 3-18-2025.pdf
FY2026 Recap & Certification.pdf
2-27-2025 Jefferson County Assessor's Certificate of Valuation for 2025.pdf
FY 2026 GENERAL FUND RESOLUTION 2025-03.docx

RANSON

AT THE CENTER OF OPPORTUNITY.

FY 2026
Draft Budget

For discussion

(Includes 2.5% merit & 2.5% COLA)

Account Number	Description	Actual 6/30/22	Actual 6/30/23	Actual 6/30/24	Approved Budget FY2025	Actual thru 12/31/24	Proposed Budget FY2026	Year Changes (%)
001.298.100	Assigned Fund Balance (PR YR CARRYOVER)	$ 3,084,805	$ 2,438,841	$ 2,015,058	$ 4,881,368	$ 4,881,368	$ 2,500,000	-48.78%
001.301.100	Ad Valorem Tax Current Year	$ 1,357,858	$ 1,846,345	$ 1,629,919	$ 1,620,230	$ 1,077,783	$ 1,743,738	7.62%
001.303.100	Gas and Oil Severance Tax Current Year	$ 10,024	$ 31,595	$ 55,538	$ 20,000	$ 20,000	$ 20,000	0.00%
001.304.100	Utility Tax	$ 245,628	$ 252,609	$ 274,500	$ 250,000	$ 126,626	$ 250,000	0.00%
001.305.100	B&O Tax	$ 2,343,240	$ 2,493,950	$ 3,658,226	$ 2,500,000	$ 1,079,246	$ 2,750,000	10.00%
001.306.100	Wine and Liquor Tax	$ 82,510	$ 83,196	$ 79,692	$ 80,000	$ 17,741	$ 70,000	-12.50%
001.307.100	Animal Tax	$ 1,255	$ 1,258	$ 1,212	$ 1,250	$ 1,118	$ 1,250	0.00%
001.308.100	Motel Tax	$ 609,912	$ 639,195	$ 643,878	$ 400,000	$ 237,006	$ 500,000	25.00%
001.320.100	Fines, Fees, and Court Costs	$ 508,848	$ 472,925	$ 403,031	$ 400,000	$ 200,716	$ 400,000	0.00%
001.321.100	Parking Tickets	$ 230	$ 230	$ 350	$ -	$ 170	$ -	0.00%
001.325.100	Business Licenses	$ 21,724	$ 22,613	$ 25,029	$ 25,000	$ 14,477	$ 25,000	0.00%
001.326.100	Building Permits Fees	$ 84,182	$ 131,371	$ 541,577	$ 750,000	$ 499,214	$ 750,000	0.00%
001.326.102	*Zoning Permits - Rolled Into Permit Fees Revenue starting in FY25*	*$ 2,650*	*$ 5,400*	*$ 23,450*	$ -	$ -	$ -	*0.00%*
001.328.100	Franchise Tax	$ 61,682	$ 55,579	$ 50,449	$ 45,000	$ 11,648	$ 45,000	0.00%
001.329.100	Rental Registration	$ 4,410	$ 1,080	$ 4,800	$ 1,000	$ 920	$ 1,000	0.00%
001.330.100	IRP Fees	$ 83,004	$ 75,577	$ 105,238	$ 85,000	$ 32,202	$ 80,000	-5.88%
001.335.100	*Private Liquor Club Fees - Rolled Into License Revenues*	*$ 7,415*	*$ 5,210*	*$ 6,120*	$ -	$ -	$ -	*0.00%*
001.353.100	*Planning Commission Fees - Rolled Into Permit Fees Revenue*	*$ 118,353*	*$ 64,611*	*$ 104,017*	$ -	$ -	$ -	*0.00%*
001.365.100	Federal Grants	$ 84,993	$ 78,770	$ 25,721	$ -	$ -	$ -	0.00%
001.369.100	Contributions from Other Funds (Sales Tax)	$ 1,575,000	$ 1,600,000	$ 1,700,000	$ 700,000	$ 350,000	$ 1,000,000	42.86%
001.369.101	Contributions from Other Funds (ARPA)	$ -	$ -	$ 2,327,745	$ -	$ -	$ -	0.00%
001.374.100	Payroll Reimbursement	$ 44,095	$ 53,284	$ 64,741	$ 30,000	$ 13,902	$ 25,000	-16.67%
001.380.100	Interest Gained on Investments	$ 406	$ 1,382	$ 32,658	$ 30,000	$ 17,362	$ 25,000	-16.67%
001.382.100	Refunds & Rebates	$ 25,712	$ 23,867	$ 18,153	$ 30,000	$ 18,007	$ 25,000	-16.67%
001.383.100	Sale of Fixed Asset	$ 210	$ 10,570	$ 4,689	$ 20,000	$ 17,700	$ 5,000	-75.00%
001.386.100	Insurance Claim	$ 39,785	$ 25,626	$ 24,404	$ 15,000	$ 9,991	$ 5,000	0.00%
001.389.100	Accident Reports	$ 5,180	$ 5,100	$ 4,420	$ 5,000	$ 2,996	$ 5,000	0.00%
001.399.100	Miscellaneous	$ 2,275	$ 1,216	$ 5,513	$ 1,500	$ 1,175	$ 1,000	-33.33%
001.399.102	Miscellaneous - Yard Sale Fee	$ 305	$ 180	$ 315	$ 250	$ 105	$ 250	0.00%
001.399.103	Miscellaneous - Fingerprint Fees	$ 225	$ 610	$ 280	$ 250	$ 125	$ 250	0.00%
REVENUES	**Grand Total**	**$ 10,405,915**	**$ 10,422,188**	**$ 13,830,725**	**$ 11,890,848**	**$ 8,631,597**	**$ 10,227,488**	**-13.99%**

Account Number	Description	Actual 6/30/2022	Actual 6/30/2023	Actual 6/30/2024	Approved Budget FY2025	Actual thru 12/31/2024	Proposed Budget FY2026	*Year Changes (%)*
409 - Mayor's Office								
001.409.101	Mayor Salary	$ 12,000	$ 12,000	$ 12,000	$ 12,000	$ 6,000	$ 12,000	*0%*
001.409.104	Mayor FICA	$ 918	$ 918	$ 918	$ 960	$ 459	$ 960	*0%*
001.409.214	Mayor Travel	$ -	$ -	$ -	$ 2,000	$ -	$ 2,000	*0%*
001.409.226	Mayor Insurance Bonds	$ 100	$ 100	$ 100	$ 100	$ -	$ 100	*0%*
001.409.230	Mayor Contracted Services	$ -	$ -	$ -	$ 500	$ -	$ 500	*0%*
001.409.341	Mayor Departmental Supplies	$ -	$ -	$ -	$ 500	$ -	$ 500	*0%*
001.409.568	Mayor Contributions	$ -	$ -	$ -	$ 500	$ -	$ 500	*0%*
	Total	**$ 13,018**	**$ 13,018**	**$ 13,018**	**$ 16,560**	**$ 6,459**	**$ 16,560**	**0%**
410 - City Council								
001.410.101	City Council Salary	$ 50,400	$ 60,000	$ 60,000	$ 60,000	$ 30,000	$ 60,000	*0%*
001.410.104	City Council FICA	$ 3,856	$ 4,590	$ 4,590	$ 4,800	$ 2,295	$ 4,800	*0%*
001.410.214	City Council Travel	$ -	$ 807	$ 75	$ 2,000	$ -	$ 2,000	*0%*
001.410.230	City Council Contracted Service	$ -	$ -	$ -	$ 500	$ -	$ 500	*0%*
001.410.341	City Council Departmental Supplies	$ -	$ -	$ -	$ 500	$ -	$ 500	*0%*
	Total	**$ 54,256**	**$ 65,397**	**$ 64,665**	**$ 67,800**	**$ 32,295**	**$ 67,800**	**0%**
Mayor, & Council Budget Summary	**Personnel Costs**							
	Salary, Insurance, FICA, Retirement, Uniforms, Workers Comp	$ 67,274	$ 78,415	$ 77,683	$ 81,860	$ 38,754	$ 81,860	*0%*
	Operations (Commodities & Services)							
	Utilities, Fuel, Telephone, Repairs/ Maintenance, Rents, Training & Travel, Postage, Printing, Ads, Contracted Services, Materials, etc.	$ -	$ -	$ -	$ 2,500	$ -	$ 2,500	*0%*
	Total	**$ 67,274**	**$ 78,415**	**$ 77,683**	**$ 84,360**	**$ 38,754**	**$ 84,360**	**0%**
	Total - Mayor, Council	**$ 67,274**	**$ 78,415**	**$ 77,683**	**$ 84,360**	**$ 38,754**	**$ 84,360**	
412 - City Administration Office								
001.412.103	City Administration Salary (4 FT employees)	$ 295,718	$ 348,330	$ 191,478	$ 243,000	$ 114,375	$ 333,000	*37%*
001.412.104	City Administration FICA	$ 24,544	$ 27,683	$ 15,486	$ 19,000	$ 9,136	$ 26,000	*37%*
001.412.105	City Administration Insurance	$ 52,369	$ 39,514	$ 35,368	$ 60,500	$ 30,099	$ 94,000	*55%*
001.412.106	City Administration Retirement	$ 23,871	$ 26,629	$ 18,656	$ 29,500	$ 11,275	$ 33,500	*14%*
001.412.108	City Administration Overtime	$ 18,455	$ 7,665	$ 2,504	$ -	$ -	$ -	*0%*
001.412.211	City Administration Phone	$ -	$ -	$ -	$ 1,250	$ 294	$ 1,500	*20%*
001.412.214	City Administration Travel	$ 372	$ 889	$ 924	$ 5,000	$ 2,992	$ 4,000	*-20%*
001.412.220	City Administration Ads/Legal Publications	$ -	$ -	$ -	$ 2,500	$ -	$ 2,500	*0%*
001.412.221	City Administration Training	$ 2,595	$ 1,341	$ 1,038	$ 2,500	$ 40	$ 2,500	*0%*
001.412.222	City Administration Dues and Subscriptions	$ 3,563	$ 3,232	$ 1,416	$ 3,500	$ 1,543	$ 3,500	*0%*
001.412.223	City Administration Professional Services	$ 5,808	$ 154,824	$ 76,400	$ 25,000	$ 1,508	$ 25,000	*0%*
001.412.226	City Administration Insurance and Bonds	$ -	$ -	$ -	$ 250	$ 8,134	$ 250	*0%*
001.412.230	City Administration Contracted Services	$ -	$ -	$ -	$ 20,000	$ -	$ 20,000	*0%*

Account Number	Description	Actual 6/30/2022	Actual 6/30/2023	Actual 6/30/2024	Approved Budget FY2025	Actual thru 12/31/2024	Proposed Budget FY2026	*Year Changes (%)*
001.412.341	City Administration Supplies and Materials	$ 3,084	$ 3,704	$ 3,919	$ 5,000	$ 2,485	$ 5,000	*0%*
001.412.343	City Administration Gas Oil Tires	$ 81	$ 106	$ 122	$ 500	$ 219	$ 500	*0%*
001.412.345	City Administration Uniforms	$ -	$ -	$ -	$ 1,500	$ 238	$ 2,000	*33%*
001.412.353	City Administration Computer Software	$ 11,693	$ 8,467	$ 46,963	$ 32,500	$ 13,021	$ 32,500	*0%*
	Total	**$ 442,152**	**$ 622,384**	**$ 394,273**	**$ 451,500**	**$ 195,359**	**$ 585,750**	**30%**
City Administration	**Personnel Costs**							
Budget Summary	Salary, Insurance, FICA, Retirement, Uniforms, Workers Comp	$ 414,957	$ 449,821	$ 263,491	$ 353,750	$ 173,258	$ 488,750	*38%*
	Operations (Commodities & Services)							
	Utilities, Fuel, Telephone, Repairs/ Maintenance, Rents, Training & Travel, Postage, Printing, Ads, Contracted Services, Materials, etc.	$ 27,195	$ 172,563	$ 130,782	$ 97,750	$ 22,102	$ 97,000	*-1%*
	Total - City Administration	**$ 442,152**	**$ 622,384**	**$ 394,273**	**$ 451,500**	**$ 195,359**	**$ 585,750**	
416 - Police Judge's Office								
001.416.103	Police Judge Salary (2 Magistrates 1 Prosecutor)	$ 26,861	$ 23,612	$ 23,612	$ 25,000	$ 12,212	$ 25,000	*0%*
001.416.104	Police Judge FICA	$ 2,055	$ 1,806	$ 1,806	$ 2,000	$ 934	$ 2,000	*0%*
001.416.211	Court Building Phone	$ -	$ -	$ -	$ -	$ -	$ 5,000	*100%*
001.416.213	Court Building Utilities	$ -	$ -	$ -	$ -	$ -	$ 5,000	*100%*
001.416.215	Court Building Repairs/Maintenance	$ -	$ -	$ -	$ -	$ -	$ 2,500	*100%*
001.416.219	Court Building & Equipment Rentals	$ -	$ -	$ -	$ -	$ -	$ 3,500	*100%*
001.416.223	Police Judge Professional Services (John Dorsey)	$ 4,313	$ 5,063	$ 4,113	$ 7,000	$ -	$ 7,000	*0%*
001.416.226	Police Judge Insurance and Bonds	$ 200	$ 200	$ 200	$ 300	$ -	$ 300	*0%*
001.416.341	Court Building Supplies & Materials	$ -	$ -	$ -	$ -	$ -	$ 1,000	*100%*
	Total	**$ 33,428**	**$ 30,681**	**$ 29,731**	**$ 34,300**	**$ 13,146**	**$ 51,300**	**50%**
Police Judge's Office	**Personnel Costs**							
Budget Summary	Salary, Insurance, FICA, Retirement, Uniforms, Workers Comp	$ 33,428	$ 30,681	$ 29,731	$ 34,300	$ 13,146	$ 34,300	*0%*
	Operations (Commodities & Services)							
	Utilities, Fuel, Telephone, Repairs/ Maintenance, Rents, Training & Travel, Postage, Printing, Ads, Contracted Services, Materials, etc.	$ -	$ -	$ -	$ -	$ -	$ 17,000	*100%*
	Total	**$ 33,428**	**$ 30,681**	**$ 29,731**	**$ 34,300**	**$ 13,146**	**$ 51,300**	**50%**
	Total - City Attorney & Police Judge	**$ 33,428**	**$ 30,681**	**$ 29,731**	**$ 34,300**	**$ 13,146**	**$ 51,300**	
424 - Contributions								
001.424.568	*Contributions - Dispersed*							
	Annual Contr. - PANTRAN	$ 15,000	$ 15,000	$ 15,000	$ 15,000	$ -	$ 15,000	*0%*

Account Number	Description	Actual 6/30/2022	Actual 6/30/2023	Actual 6/30/2024	Approved Budget FY2025	Actual thru 12/31/2024	Proposed Budget FY2026	*Year Changes (%)*
	Ranson Bus Route Funding Contribution	$ -	$ -	$ -	$ -	$ -	$ 200,000	*100%*
	Annual Contr. - Independent Fire Dept	$ 14,000	$ 14,000	$ 14,000	$ 19,000	$ -	$ 19,000	*0%*
	Annual Contr. - Citizen Fire Dept.	$ 9,000	$ 9,000	$ 9,000	$ 14,000	$ -	$ 14,000	*0%*
	Mini-Grant Program	$ 98,000	$ 97,340	$ 96,277	$ 50,000	$ -	$ 50,000	*0%*
	2023 Ranson Community Distr. Program	$ -	$ -	$ 721,770	$ 70,887	$ 54,779	$ 10,800	*-85%*
	Annual Contr. - Charles Town Library	$ -	$ -	$ -	$ 5,000	$ -	$ 5,000	*0%*
	Annual Contr. - Jefferson County P&R Fireworks	$ -	$ -	$ -	$ 5,000	$ -	$ 5,000	*0%*
	Community Sponsorship	$ -	$ 200	$ -	$ 5,000	$ 3,100	$ 5,000	*0%*
	Total	**$ 136,000**	**$ 135,540**	**$ 856,047**	**$ 183,887**	**$ 57,879**	**$ 323,800**	**76%**
435 - Regional Development Authority								
001.435.222	Region 9 Planning & Development Council Dues	$ 1,645	$ 2,975	$ 4,445	$ 5,150	$ 5,107	$ 9,400	*83%*
	Total	**$ 1,645**	**$ 2,975**	**$ 4,445**	**$ 5,150**	**$ 5,107**	**$ 9,400**	**83%**
Planning and Zoning								
001.437.103	Planning & Zoning Salary (7 FT)	$ 316,845	$ 303,279	$ 358,750	$ 354,000	$ 176,241	$ 486,000	*37%*
001.437.104	Planning & Zoning FICA	$ 25,167	$ 23,980	$ 27,789	$ 27,500	$ 13,859	$ 39,000	*42%*
001.437.105	Planning & Zoning Insurance	$ 52,933	$ 49,679	$ 59,058	$ 73,500	$ 36,851	$ 134,000	*82%*
001.437.106	Planning & Zoning Retirement	$ 27,260	$ 25,208	$ 30,004	$ 42,500	$ 15,428	$ 45,500	*7%*
001.437.108	Planning & Zoning Overtime/Extra Help	$ 2,632	$ 1,201	$ 1,000	$ 5,000	$ 544	$ 5,000	*0%*
001.437.110	Planning & Zoning Fringe Benefits	$ -	$ -	$ -	$ 250	$ 250	$ 750	*200%*
001.437.211	Planning and Zoning Telephone	$ -	$ -	$ -	$ 2,000	$ 494	$ 2,000	*0%*
001.437.214	Planning & Zoning Travel	$ 1,471	$ 1,476	$ 489	$ 2,000	$ 672	$ 3,000	*50%*
001.437.217	Planning & Zoning Vehicle Repair	$ 148	$ 174	$ 35	$ 500	$ -	$ 500	*0%*
001.437.218	Planning and Zoning Postage	$ -	$ -	$ -	$ 1,000	$ -	$ 1,000	*0%*
001.437.220	Planning & Zoning Legal Publications	$ 1,158	$ 2,558	$ 2,109	$ 4,000	$ 898	$ 4,000	*0%*
001.437.221	Planning & Zoning Training	$ 5,660	$ 3,475	$ 4,293	$ 7,500	$ 1,383	$ 10,000	*33%*
001.437.222	Planning & Zoning Dues and Subscriptions	$ 2,149	$ 880	$ 345	$ 1,500	$ 100	$ 1,500	*0%*
001.437.223	Planning & Zoning Professional Services	$ 214,425	$ 201,444	$ 333,550	$ 400,000	$ 184,082	$ 400,000	*0%*
001.437.226	Planning and Zoning Insurance & Bonds	$ -	$ -	$ -	$ 125	$ -	$ 250	*100%*
001.437.230	Planning & Zoning Contracted Services	$ 1,569	$ 784	$ 181	$ 1,000	$ 237	$ 1,000	*0%*
001.437.238	Planning & Zoning Refund of Deposits	$ 3,495	$ 4,864	$ 615	$ -	$ -	$ -	*0%*
001.437.341	Planning & Zoning Supplies and Materials	$ 4,285	$ 8,344	$ 5,874	$ 8,500	$ 1,039	$ 10,000	*18%*
001.437.343	Planning & Zoning Gas, Oil, Tires	$ 2,711	$ 1,668	$ 1,751	$ 2,500	$ 771	$ 2,500	*0%*
001.437.345	Planning & Zoning Uniforms	$ -	$ -	$ -	$ 2,500	$ -	$ 3,500	*40%*
001.437.353	Planning & Zoning Computer Software	$ 10,060	$ 10,445	$ 7,025	$ 13,000	$ 3,243	$ 13,000	*0%*
	Total	**$ 671,967**	**$ 639,460**	**$ 832,868**	**$ 948,875**	**$ 436,092**	**$ 1,162,500**	**23%**
Planning & Zoning	**Personnel Costs**							
Budget Summary	Salary, Insurance, FICA, Retirement, Uniforms, Workers Comp	$ 424,837	$ 403,348	$ 476,601	$ 505,375	$ 243,173	$ 714,000	*41%*

Account Number	Description	Actual 6/30/2022	Actual 6/30/2023	Actual 6/30/2024	Approved Budget FY2025	Actual thru 12/31/2024	Proposed Budget FY2026	*Year Changes (%)*
	Operations (Commodities & Services)							
	Utilities, Fuel, Telephone, Repairs/ Maintenance, Rents, Training & Travel, Postage, Printing, Ads, Contracted Services, Materials, etc.	$ 247,130	$ 236,112	$ 356,267	$ 443,500	$ 192,919	$ 448,500	*1%*
	Total Planning and Zoning, Building Insp.	**$ 671,967**	**$ 639,460**	**$ 832,868**	**$ 948,875**	**$ 436,092**	**$ 1,162,500**	
Elections								
001.438.101	Elections Salary	$ 4,650	$ -	$ -	$ -	$ -	$ -	*0%*
001.438.220	Elections Advertising	$ 331	$ -	$ -	$ 750	$ -	$ 750	*0%*
001.438.230	Elections Contracted Service (Poll Workers)	$ -	$ -	$ -	$ 35,250	$ 23,163	$ 7,000	*-80%*
001.438.341	Elections Supplies and Materials	$ 1,627	$ -	$ -	$ 1,750	$ -	$ 1,750	*0%*
	Total	**$ 6,607**	**$ -**	**$ -**	**$ 37,750**	**$ 23,163**	**$ 9,500**	**-75%**
City Hall								
001.440.103	City Hall Salary (4 FT employees)	$ 198,059	$ 208,374	$ 250,954	$ 270,000	$ 124,669	$ 270,000	*0%*
001.440.104	City Hall FICA	$ 15,667	$ 16,331	$ 19,563	$ 21,500	$ 9,937	$ 21,500	*0%*
001.440.105	City Hall Insurance	$ 25,583	$ 25,751	$ 37,732	$ 50,500	$ 19,633	$ 72,000	*43%*
001.440.106	City Hall Retirement	$ 13,795	$ 14,053	$ 19,304	$ 32,500	$ 10,663	$ 27,000	*-17%*
001.440.108	City Hall Overtime / Extra Help	$ 1,052	$ 7,240	$ 294	$ 5,000	$ 553	$ 5,000	*0%*
001.440.211	City Hall Telephone	$ 21,265	$ 31,686	$ 21,396	$ 25,000	$ 10,050	$ 25,000	*0%*
001.440.212	City Hall Printing	$ -	$ -		$ 7,500	$ 2,072	$ 7,500	*0%*
001.440.213	City Hall Utilities	$ 16,242	$ 16,304	$ 16,619	$ 20,000	$ 7,565	$ 25,000	*25%*
001.440.214	City Hall Travel	$ 414	$ -	$ 707	$ 1,500	$ -	$ 2,000	*33%*
001.440.215	City Hall Maintenance / Repair Building & Grounds	$ 1,311	$ 948	$ 9,659	$ 20,000	$ 9,561	$ 15,000	*-25%*
001.440.216	City Hall Maintenance / Repair Equipment	$ -	$ -	$ -	$ 500	$ -	$ 500	*0%*
001.440.217	City Hall Vehicle Repair	$ 150	$ 18	$ -	$ 500	$ -	$ 500	*0%*
001.440.218	City Hall Postage / Meter	$ 5,989	$ 5,444	$ 7,010	$ 8,000	$ 2,369	$ 7,000	*-13%*
001.440.219	City Hall Building and Equipment Rents	$ 8,873	$ 8,540	$ 11,827	$ 11,000	$ 4,112	$ 11,000	*0%*
001.440.220	City Hall Advertising / Legal Publications	$ 4,038	$ 5,534	$ 1,965	$ 5,000	$ 2,080	$ 5,000	*0%*
001.440.221	City Hall Training	$ 125	$ -	$ 2,141	$ 5,500	$ 160	$ 2,000	*-64%*
001.440.222	City Hall Dues and Subscriptions	$ 2,100	$ 225	$ 2,206	$ 10,000	$ 1,971	$ 10,000	*0%*
001.440.223	City Hall Professional Services	$ 85,530	$ 101,121	$ 84,760	$ 125,000	$ 29,129	$ 100,000	*-20%*
001.440.224	City Hall Audit Costs	$ 29,540	$ 29,540	$ 8,994	$ 108,000	$ 64,476	$ 40,000	*-63%*
001.440.226	City Hall Insurance and Bonds (Liability & Workers Comp)	$ 221,033	$ 224,769	$ 257,742	$ 291,500	$ 210,459	$ 298,500	*2%*
001.440.230	City Hall Contracted Services	$ 124,212	$ 125,732	$ 125,643	$ 141,500	$ 86,598	$ 110,000	*-22%*
001.440.232	City Hall Bank Charges	$ 17,494	$ 26,356	$ 45,584	$ 50,000	$ 22,593	$ 50,000	*0%*
001.440.236	City Hall Refunds	$ 154,687	$ 1,117	$ 278	$ -	$ -	$ -	*0%*
001.440.237	City Hall Other Taxes/Fees (BC Rents)	$ 178,950	$ 64,352	$ -	$ -	$ -	$ -	*0%*
001.440.341	City Hall Supplies and Materials	$ 16,438	$ 8,084	$ 9,727	$ 36,000	$ 6,990	$ 30,000	*-17%*
001.440.343	City Hall Oil and Gas	$ 453	$ -	$ 303	$ 500	$ 59	$ 500	*0%*

Account Number	Description	Actual 6/30/2022	Actual 6/30/2023	Actual 6/30/2024	Approved Budget FY2025	Actual thru 12/31/2024	Proposed Budget FY2026	Year Changes (%)
001.440.345	City Hall Uniforms	$ -	$ -	$ 462	$ 2,000	$ -	$ 2,000	0%
001.440.353	City Hall Computer Software	$ 37,166	$ 62,992	$ 46,397	$ 99,500	$ 48,411	$ 130,000	31%
001.440.570	City Hall Miscellaneous Fees	$ 6,727	$ 1,483	$ 1,154	$ 2,000	$ -	$ 2,000	0%
	Total	**$ 1,186,891**	**$ 985,995**	**$ 982,423**	**$ 1,350,000**	**$ 674,108**	**$ 1,269,000**	**-6%**
City Hall & Elections	**Personnel Costs**							
Budget Summary	Salary, Insurance, FICA, Retirement, Uniforms, Workers Comp	$ 479,839	$ 496,518	$ 586,052	$ 673,000	$ 375,913	$ 696,000	3%
	Operations (Commodities & Services)							
	Utilities, Fuel, Telephone, Repairs/ Maintenance, Rents, Training & Travel, Postage, Printing, Ads, Contracted Services, Materials, etc.	$ 713,659	$ 489,477	$ 396,371	$ 714,750	$ 321,359	$ 582,500	-19%
	Total	**$ 1,193,498**	**$ 985,995**	**$ 982,423**	**$ 1,387,750**	**$ 697,272**	**$ 1,278,500**	**-8%**
	Total - City Hall & Elections	**$ 1,193,498**	**$ 985,995**	**$ 982,423**	**$ 1,387,750**	**$ 697,272**	**$ 1,278,500**	
001.444.566	*Contributions to Others Funds*							
	Municipal Capital Improvement	$ 1,021,012	$ 2,053,791	$ 1,500,000	$ 1,965,246	$ 965,123	$ 649,380	-67%
	CARES Fund	$ 1,083,296	$ -	$ -	$ -	$ -	$ -	0%
	Municipal Stabilization	$ -	$ -	$ -	$ 710,205	$ 337,603	$ -	-100%
	Total Contributions	**$ 2,104,308**	**$ 2,053,791**	**$ 1,500,000**	**$ 2,675,451**	**$ 1,302,726**	**$ 649,380**	**-76%**
001.699.000	Contingencies	$ -	$ -	$ -	$ 1,189,085	$ -	$ 1,022,748	-14%
	Total	**$ 2,104,308**	**$ 2,053,791**	**$ 1,500,000**	**$ 3,864,536**	**$ 1,302,726**	**$ 1,672,128**	
General Government	**Personnel Costs**							
Budget Summary	Salary, Insurance, FICA, Retirement, Uniforms, Workers Comp	$ 1,420,335	$ 1,458,783	$ 1,433,558	$ 1,648,285	$ 844,245	$ 2,014,910	22%
	Operations (Commodities & Services)							
	Utilities, Fuel, Telephone, Repairs/ Maintenance, Rents, Training & Travel, Postage, Printing, Ads, Contracted Services, Materials, etc.	$ 987,985	$ 898,152	$ 883,420	$ 1,258,500	$ 536,379	$ 1,147,500	-9%
	424 - Contributions - Dispersed	$ 136,000	$ 135,540	$ 856,047	$ 183,887	$ 57,879	$ 323,800	76%
	435 - Regional Development Authority	$ 1,645	$ 2,975	$ 4,445	$ 5,150	$ 5,107	$ 9,400	83%
	444 - Contributions to Other Funds	$ 2,104,308	$ 2,053,791	$ 1,500,000	$ 2,675,451	$ 1,302,726	$ 649,380	-76%
	699 - Contingencies	$ -	$ -	$ -	$ 1,189,085	$ -	$ 1,022,748	-14%
General Government	**Total Expenditures**	**$ 4,650,272**	**$ 4,549,240**	**$ 4,677,470**	**$ 6,960,358**	**$ 2,746,336**	**$ 5,167,738**	**-26%**
	Total	**$ 4,650,272**	**$ 4,549,240**	**$ 4,677,470**	**$ 6,960,358**	**$ 2,746,336**	**$ 5,167,738**	
700 - Police								
001.700.103	Police Salary (19 FT Officers, 2 FT Admin, 1 Contract Consultant)	$ 1,142,546	$ 1,205,271	$ 1,365,231	$ 1,664,950	$ 786,019	$ 1,705,000	2%
001.700.104	Police FICA	$ 100,324	$ 107,777	$ 122,559	$ 140,950	$ 68,603	$ 142,000	1%

Account Number	Description	Actual 6/30/2022	Actual 6/30/2023	Actual 6/30/2024	Approved Budget FY2025	Actual thru 12/31/2024	Proposed Budget FY2026	*Year Changes (%)*
001.700.105	Police Insurance	$ 207,745	$ 222,561	$ 278,835	$ 352,500	$ 172,268	$ 442,000	*25%*
001.700.106	Police Retirement	$ 102,154	$ 110,947	$ 124,964	$ 188,250	$ 70,312	$ 163,500	*-13%*
001.700.108	Police Overtime / Extra Help	$ 122,221	$ 152,478	$ 178,689	$ 175,000	$ 77,954	$ 150,000	*-14%*
001.700.110	Police Fringe Benefits	$ -	$ -	$ -	$ 4,750	$ -	$ 4,750	*0%*
001.700.211	Police Telephone	$ 3,979	$ 10,456	$ 5,070	$ 7,500	$ 2,593	$ 7,500	*0%*
001.700.212	Police Printing	$ -	$ -	$ -	$ 500	$ -	$ 500	*0%*
001.700.213	Police Utilities	$ 14,140	$ 13,968	$ 16,577	$ 17,500	$ 5,976	$ 22,500	*29%*
001.700.214	Police Travel	$ 3,289	$ 4,548	$ 1,405	$ 10,000	$ 3,159	$ 10,000	*0%*
001.700.215	Police Maintenance / Repair Building	$ 700	$ -	$ 445	$ 2,500	$ 655	$ 2,500	*0%*
001.700.216	Police Maintenance / Repair Equipment	$ 1,038	$ 1,755	$ -	$ 1,500	$ -	$ 1,000	*-33%*
001.700.217	Police Vehicle Maintenance	$ 26,097	$ 19,150	$ 8,497	$ 30,000	$ 10,819	$ 25,000	*-17%*
001.700.218	Police Postage	$ 254	$ 475	$ 404	$ 1,000	$ 53	$ 1,000	*0%*
001.700.219	Police Building and Equipment Rents	$ 4,233	$ 3,946	$ 4,540	$ 5,000	$ 2,342	$ 5,000	*0%*
001.700.220	Police Advertising / Legal Publication	$ 330	$ 279	$ -	$ 750	$ -	$ 750	*0%*
001.700.221	Police Training	$ 6,375	$ 3,152	$ 5,163	$ 10,000	$ 4,258	$ 10,000	*0%*
001.700.222	Police Dues and Subscriptions	$ 435	$ 340	$ 1,057	$ 1,500	$ 150	$ 1,500	*0%*
001.700.223	Police Professional Services	$ 7,535	$ -	$ -	$ 30,000	$ 20,468	$ 25,000	*-17%*
001.700.226	Police Insurance and Bonds	$ -	$ -	$ -	$ 200	$ -	$ 200	*0%*
001.700.230	Police Contracted Services	$ 16,696	$ 10,517	$ 35,235	$ 35,500	$ 12,570	$ 30,000	*-15%*
001.700.233	Police Investigation Fees	$ -	$ -	$ -	$ 1,000	$ -	$ 1,000	*0%*
001.700.235	Police Remittance of Fees Collected	$ 126,230	$ 97,723	$ 97,933	$ 102,000	$ 39,348	$ 100,000	*-2%*
001.700.236	Police Refunds	$ 336	$ -	$ -	$ 1,000	$ -	$ -	*-100%*
001.700.237	Police Building Commission Rent	$ 31,579	$ -	$ -	$ -	$ -	$ -	*0%*
001.700.341	Police Supplies and Materials	$ 19,439	$ 14,275	$ 26,180	$ 30,000	$ 7,880	$ 25,000	*-17%*
001.700.343	Police Gas Oil Tires	$ 61,350	$ 51,830	$ 52,584	$ 72,000	$ 34,069	$ 75,000	*4%*
001.700.345	Police Uniforms	$ 6,821	$ 7,722	$ 8,045	$ 12,000	$ 4,874	$ 12,000	*0%*
001.700.353	Police Computer Software	$ 15,411	$ 10,727	$ 11,478	$ 31,000	$ 25,250	$ 31,000	*0%*
001.700.570	Police Misc. Expense	$ -	$ -	$ -	$ 6,800	$ -	$ -	*-100%*
	Total	**$ 2,021,259**	**$ 2,049,897**	**$ 2,344,892**	**$ 2,935,650**	**$ 1,349,620**	**$ 2,993,700**	**2%**
704 - Crossing Guards								
001.704.103	Crossing Guards Salary (0 Employees)	$ 14,375	$ 13,171	$ 19,179	$ 8,625	$ 7,408	$ -	*-100%*
001.704.104	Crossing Guards FICA	$ 1,100	$ 1,008	$ 1,467	$ 665	$ 567	$ -	*-100%*
001.704.570	Crossing Guards Misc.	$ -	$ -	$ -	$ -	$ -	$ -	*0%*
	Total	**$ 15,475**	**$ 14,179**	**$ 20,646**	**$ 9,290**	**$ 7,975**	**$ -**	**-100%**
Public Safety	**Personnel Costs (PD & Crossing Guards)**							
Budget Summary	Salary, Insurance, FICA, Retirement, Uniforms, Workers Comp	$ 1,697,286	$ 1,820,935	$ 2,098,970	$ 2,547,890	$ 1,188,005	$ 2,619,450	*3%*
	Operations (Commodities & Services)							

Account Number	Description	Actual 6/30/2022	Actual 6/30/2023	Actual 6/30/2024	Approved Budget FY2025	Actual thru 12/31/2024	Proposed Budget FY2026	*Year Changes (%)*
	Utilities, Fuel, Telephone, Repairs/ Maintenance, Rents, Training & Travel, Postage, Printing, Ads, Contracted Services, Materials, etc.	$ 339,448	$ 243,141	$ 266,568	$ 397,050	$ 169,590	$ 374,250	*-6%*
Public Safety	**Total Expenditures**	**$ 2,036,734**	**$ 2,064,076**	**$ 2,365,538**	**$ 2,944,940**	**$ 1,357,595**	**$ 2,993,700**	**2%**
750 - Streets								
001.750.103	Streets Salary (10 FT employees)	$ 469,637	$ 486,649	$ 557,539	$ 653,000	$ 295,808	$ 658,000	*1%*
001.750.104	Streets FICA	$ 37,923	$ 39,937	$ 44,678	$ 52,000	$ 23,968	$ 52,000	*0%*
001.750.105	Streets Insurance	$ 121,357	$ 128,553	$ 153,064	$ 187,000	$ 81,660	$ 229,000	*22%*
001.750.106	Streets Retirement	$ 40,946	$ 44,219	$ 50,733	$ 78,500	$ 26,158	$ 66,000	*-16%*
001.750.108	Streets Overtime / Extra Help	$ 15,687	$ 9,275	$ 12,644	$ 15,000	$ 6,597	$ 15,000	*0%*
001.750.110	Streets Fringe Benefits	$ -	$ -	$ -	$ 2,500	$ 2,250	$ 2,500	*0%*
001.750.211	Streets Telephone	$ 6,397	$ 6,072	$ 3,748	$ 6,750	$ 2,850	$ 6,750	*0%*
001.750.213	Streets Utilities	$ 8,512	$ 7,377	$ 8,736	$ 10,000	$ 3,717	$ 10,000	*0%*
001.750.214	Streets Travel	$ 240	$ -	$ -	$ 2,500	$ -	$ 1,000	*-60%*
001.750.215	Streets Maintenance / Repair Building	$ -	$ -	$ 1,278	$ 5,000	$ 1,320	$ 5,000	*0%*
001.750.216	Streets Maintenance / Repair Equipment	$ 15,263	$ 8,910	$ 8,783	$ 15,000	$ 2,484	$ 15,000	*0%*
001.750.217	Streets Maintenance / Repair Vehicles	$ 17,528	$ 4,089	$ 6,573	$ 22,500	$ 1,350	$ 20,000	*-11%*
001.750.219	Streets Building and Equipment Rents	$ 4,833	$ 3,246	$ 2,408	$ 5,000	$ 777	$ 5,000	*0%*
001.750.221	Streets Training	$ 774	$ -	$ 319	$ 2,500	$ 73	$ 2,500	*0%*
001.750.222	Streets Dues	$ 118	$ 132	$ 92	$ 500	$ -	$ 500	*0%*
001.750.223	Streets Professional Services	$ -	$ -	$ -	$ 500	$ 167	$ 500	*0%*
001.750.226	Streets Insurance and Bonds	$ 250	$ 250	$ 250	$ 300	$ -	$ 300	*0%*
001.750.230	Streets Contracted Services	$ 122,231	$ 132,215	$ 179,065	$ 200,000	$ 61,975	$ 200,000	*0%*
001.750.341	Streets Supplies and Materials	$ 58,079	$ 80,170	$ 41,542	$ 60,000	$ 17,283	$ 60,000	*0%*
001.750.343	Streets Gas Oil Tires	$ 27,502	$ 29,282	$ 26,485	$ 30,000	$ 14,756	$ 30,000	*0%*
001.750.345	Streets Uniforms	$ 1,608	$ 2,534	$ 5,607	$ 5,000	$ -	$ 5,000	*0%*
001.750.353	Streets Software	$ 6,673	$ 5,065	$ 3,969	$ 7,000	$ 1,428	$ 7,000	*0%*
	Total	**$ 955,558**	**$ 987,975**	**$ 1,107,513**	**$ 1,360,550**	**$ 544,621**	**$ 1,391,050**	**2%**
751 - Street Lights								
001.751.213	Street Lights - Utilities	$ 85,589	$ 99,007	$ 115,301	$ 125,000	$ 58,168	$ 125,000	*0%*
	Total	**$ 85,589**	**$ 99,007**	**$ 115,301**	**$ 125,000**	**$ 58,168**	**$ 125,000**	**0%**
Streets & Transport	**Personnel Costs**							
Budget Summary	Salary, Insurance, FICA, Retirement, Uniforms, Workers Comp	$ 687,408	$ 711,417	$ 824,515	$ 993,300	$ 436,442	$ 1,027,800	*3%*
	Operations (Commodities & Services)							

Account Number	Description	Actual 6/30/2022	Actual 6/30/2023	Actual 6/30/2024	Approved Budget FY2025	Actual thru 12/31/2024	Proposed Budget FY2026	Year Changes (%)
	Utilities, Fuel, Telephone, Repairs/ Maintenance, Rents, Training & Travel, Postage, Printing, Ads, Contracted Services, Materials, etc.	$ 353,739	$ 375,565	$ 398,298	$ 492,250	$ 166,347	$ 488,250	*-1%*
Streets	**Total Expenditures**	**$ 1,041,147**	**$ 1,086,982**	**$ 1,222,814**	**$ 1,485,550**	**$ 602,789**	**$ 1,516,050**	**2%**
	Total - Streets & Streetlights	**$ 1,041,147**	**$ 1,086,982**	**$ 1,222,814**	**$ 1,485,550**	**$ 602,789**	**$ 1,516,050**	
900 - Parks & Recreation								
001.990.100	Parks & Recreation Pass through Hotel Tax	$ 301,188	$ 320,093	$ 352,114	$ 200,000	$ 118,503	$ 250,000	*25%*
001.900.568	Parks & Recreation Operational Contribution	$ -	$ -	$ -	$ 100,000	$ -	$ 50,000	*-50%*
	Total	**$ 301,188**	**$ 320,093**	**$ 352,114**	**$ 300,000**	**$ 118,503**	**$ 300,000**	**0%**
	Total - Parks & Recreation	**$ 301,188**	**$ 320,093**	**$ 352,114**	**$ 300,000**	**$ 118,503**	**$ 300,000**	
901 - Convention & Visitors Bureau (CVB)								
001.990.100	CVB Pass through Hotel Tax	$ 301,188	$ 320,093	$ 352,114	$ 200,000	$ 100,981	$ 250,000	*25%*
	Total	**$ 301,188**	**$ 320,093**	**$ 352,114**	**$ 200,000**	**$ 100,981**	**$ 250,000**	**25%**
	Total - CVB	**$ 301,188**	**$ 320,093**	**$ 352,114**	**$ 200,000**	**$ 100,981**	**$ 250,000**	
Cultural & Recreation Budget Summary	**Fixed Costs**							
	Pass-Through Tax Transfer	$ 602,375	$ 640,186	$ 704,227	$ 500,000	$ 219,484	$ 550,000	*10%*
	Total - Parks & Recreation and Cultural & Recreation	**$ 602,375**	**$ 640,186**	**$ 704,227**	**$ 500,000**	**$ 219,484**	**$ 550,000**	
General Fund Budget Summary	**Personnel Costs**							
	Salary, Insurance, FICA, Retirement, Uniforms, Workers Comp	$ 3,805,028	$ 3,991,134	$ 4,357,043	$ 5,189,475	$ 2,468,692	$ 5,662,160	*9%*
	Operations (Commodities & Services)							
	Utilities, Fuel, Telephone, Repairs/ Maintenance, Rents, Training & Travel, Postage, Printing, Ads, Contracted Services, Materials, etc.	$ 1,681,172	$ 1,516,858	$ 1,548,287	$ 2,147,800	$ 872,316	$ 2,010,000	*-6%*
	424 - Contributions - Dispersed	$ 136,000	$ 135,540	$ 856,047	$ 183,887	$ 57,879	$ 323,800	*76%*
	435 - Regional Development Authority	$ 1,645	$ 2,975	$ 4,445	$ 5,150	$ 5,107	$ 9,400	*83%*
	444 - Contributions to Other Funds	$ 2,104,308	$ 2,053,791	$ 1,500,000	$ 2,675,451	$ 1,302,726	$ 649,380	*-76%*
	699 - Contingencies	$ -	$ -	$ -	$ 1,189,085	$ -	$ 1,022,748	*-14%*
	900 - Contributions to Cultural & Recreation	$ 602,375	$ 640,186	$ 704,227	$ 500,000	$ 219,484	$ 550,000	*10%*
	Total	**$ 8,330,528**	**$ 8,340,483**	**$ 8,970,049**	**$ 11,890,848**	**$ 4,926,202**	**$ 10,227,488**	**-14%**
	General Fund Revenues	**$ 10,405,915**	**$ 10,422,188**	**$ 13,830,725**	**$ 11,890,848**	**$ 8,631,597**	**$ 10,227,488**	**-14%**
	General Fund Expenses	**$ 8,330,528**	**$ 8,340,483**	**$ 8,970,049**	**$ 11,890,848**	**$ 4,926,202**	**$ 10,227,488**	**-14%**
	Balance (Overage)	**$ 2,075,387**	**$ 2,081,705**	**$ 4,860,676**	**$ -**	**$ 3,705,396**	**$ -**	

FISCAL YEAR JULY 1, 2025 - JUNE 30, 2026
LEVY ESTIMATE - BUDGET DOCUMENT

STATE OF WEST VIRGINIA
MUNICIPALITY OF RANSON, WEST VIRGINIA

In accordance with Code § 11-8-14, as amended, the Council proceeded to make an estimate of the amounts necessary to be raised by levy of taxes for the current fiscal year, and does determine and estimate the several amounts to be as follows:

The amount due and the amount that will become due and collectible from every source during the fiscal year INCLUDING THE LEVY OF TAXES, is as follows:

REVENUE SOURCE	
Assigned Fund Balance (General Fund only)	2,500,000
Property Taxes - Current Expense	1,743,738
Gas & Oil Severance Tax	20,000
Excise Tax on Utilities	250,000
Business and Occupation Tax	2,750,000
Wine & Liquor Tax	70,000
Animal Control Tax	1,250
Hotel Occupancy Tax	500,000
Fines, Fees & Court Costs	400,000
Licenses	25,000
Building Permit Fees	750,000
Franchise Fees	45,000
Inspection, Dilapidated Building, & Vacant Property Fees	1,000
IRP Fees (Interstate Registration Plan)	80,000
Contributions from other Funds	1,000,000
Payroll Reimbursements	25,000
Interest Earned on Investments	25,000
Refunds	25,000
Sale of Fixed Assets	5,000
Insurance Claims	5,000
Accident Reports	5,000
Miscellaneous Revenues (provide details on 'Explanations' tab)	1,500
TOTAL ESTIMATED REVENUE (GENERAL FUND)	$ 10,227,488

COAL SEVERANCE TAX FUND

REVENUE SOURCE

Assigned Fund Balance (Coal Fund Only)	$	358,000
Coal Severance Tax		18,000
Interest Earned on Investment		10,000
TOTAL ESTIMATED REVENUE (COAL SEVERANCE FUND)	$	386,000

	General Fund	Coal Severance Fund
ESTIMATED CURRENT EXPENDITURES		
Mayor's Office	16,560	-
City Council	67,800	-
City Manager's Office	585,750	-
Police Judge's Office	51,300	-
Contributions to Comms/Authorities	323,800	-
Regional Development Authority	9,400	-
Planning & Zoning	1,162,500	-
Elections	9,500	-
City Hall	1,269,000	-
Contributions / Transfers to Other Funds	649,380	-
Contingencies	1,022,748	-
Police Department	2,993,700	-
Streets and Highways	1,391,050	386,000
Street Lights	125,000	-
Parks & Recreation	300,000	-
Visitors Bureau	250,000	-
TOTAL ESTIMATED EXPENDITURES	$ 10,227,488	$ 386,000

MUNICIPALITY OF RANSON, WEST VIRGINIA

Regular Current Expense Levy

FISCAL YEAR JULY 1, 2025 - JUNE 30, 2026

	Certificate of Valuation Assessed Value for Tax Purposes	Levy Rate/$100	Taxes Levied
CLASS I			
Personal Property	$ 0	11.89	$ 0
Public Utility	0		0
Total Class I	$ 0		$ 0
CLASS II			
Real Estate	$ 306,477,650	23.78	$ 728,804
Personal Property	66,710		159
Total Class II	$ 306,544,360		$ 728,963
CLASS IV			
Real Estate	$ 179,423,890	47.56	$ 853,340
Personal Property	59,761,520		284,226
Public Utility	8,982,360		42,720
Total Class IV	$ 248,167,770		$ 1,180,286
Total Value & Projected Revenue	$ 554,712,130		$ 1,909,249
Less Delinquencies, Exonerations & Uncollectable Taxes		5.00%	95,462
Less Tax Discounts (use Total Projected Revenue to calculate)		2.00%	36,276
Less Allowance for Tax Increment Financing (if Applicable)			0
Total Projected Property Tax Collection			$ 1,777,511
Less Assessor Valuation Fund		1.90%	33,773
(Subtracted from regular current expense taxes levied only)			
Net Amount to be Raised by Levy of Property Taxes			$ 1,743,738

STATE OF WEST VIRGINIA

COUNTY OF **JEFFERSON**

MUNICIPALITY OF **RANSON**

I, Darla Armstrong, Recording Officer of said municipality, do hereby certify that the foregoing are true copies from the record of the orders made and entered by the council of the said municipality on the 18 day of March, 2025.

(Signature)

CITY CLERK
(Official Title of Recording Officer)

MUNICIPALITY OF RANSON, WEST VIRGINIA
Recap and Certification
FISCAL YEAR JULY 1, 2025 - JUNE 30, 2026

Account Number		REVENUE RECAP	General Fund Budgeted Revenues 2025 - 2026	Coal Severance Tax Budgeted Revenues 2025 - 2026
280	299	Beginning Balance, July 1st	2,500,000	358,000
301	319	Taxes	5,334,988	18,000
320	324	Fines and Forfeitures	400,000	
325	334	Licenses and Permits	901,000	
335	364	Charges for Services	0	
365	377	Intergovernmental	1,025,000	
378	399	Miscellaneous	66,500	10,000
		Grand Totals - Revenues	**10,227,488**	**386,000**

Account Number		EXPENDITURE RECAP	General Fund Budgeted Expenditures 2025 - 2026	Coal Severance Tax Budgeted Expenditures 2025 - 2026
401	699	General Government Expenditures	5,167,738	0
700	749	Public Safety Expenditures	2,993,700	0
750	799	Street & Transportation Expenditures	1,516,050	386,000
800	899	Health & Sanitation Expenditures	0	0
900	949	Culture & Recreation Expenditures	550,000	0
950	974	Social Services Expenditures	0	0
975	999	Capital Projects Expenditures	0	0
		Grand Totals - Expenditures	**10,227,488**	**386,000**

Please select the basis of accounting for RANSON: Modified Accrual

I, DARLA ARMSTRONG , RECORDING OFFICER OF SAID MUNICIPALITY, DO HEREBY CERTIFY THAT THE FOREGOING ELECTRONIC FILES ARE TRUE COPIES FROM THE RECORD OF ORDERS MADE AND ENTERED BY SAID COUNCIL ON THE 18 DAY OF MARCH 2025.

(Signature)

CITY CLERK

Official Title of Recording Officer

STC 12:40 (01/02)

CERTIFICATE OF VALUATION

City of Ranson	Jefferson
(Levying Body)	(County)

TO: **Municipal Clerk or Recorder**
(County Commission President, School Board Secretary or Municipal Clerk or Recorder)

The undersigned Assessor and County Clerk of said County do hereby certify the assessed value of the various classes of real estate, personal property and public utility property for the assessment year **2025**

	Column A Assessed Value Including Back Tax And New Property (Total)	Column B All Other Exempt Value (excluding P U)	Column C Gross Assessed (Col A Plus Col B) (County Classification Purposes Only)	Column D Homestead Exempt Value	Column E Assessed Valuation For Tax Purposes (w/o Homestead & Exempt) (Col A Minus Col D)
Class I					
Personal Property			0		0
Public Utility Property			0		0
Total Class I	0	0	0		0
Class II					
Real Estate	312,157,650		312,157,650	5,680,000	306,477,650
Personal Property	73,830		73,830	7,120	66,710
Total Class II	312,231,480	0	312,231,480	5,687,120	306,544,360
Class III					
Real Estate			0		0
Personal Property			0		0
Public Utility Property			0		0
Total Class III	0	0	0		0
Class IV					
Real Estate	179,423,890	92,307,900	271,731,790		179,423,890
Personal Property	59,761,520	38,481,200	98,242,720		59,761,520
Public Utility Property	8,982,360		8,982,360		8,982,360
Total Class IV	248,167,770	130,789,100	378,956,870		248,167,770
TOTAL FOR LEVYING BODY	560,399,250	130,789,100	691,188,350	5,687,120	554,712,130

Given under our hands this 27 day of February, 2025

Jacqueline C Shadle
County Clerk

Angela K. Banks
Assessor

NOTE: The above certificate must be in the hands of the levying body no later than March 3. (Section 6, Article 3, Chapter 11, Code of 1931, as amended.) The Assessor is required to certify the valuation of real estate and personal property and the County Clerk is required to certify the value of public utility property as assessed by the Board of Public Works. This certificate contains the assessed value of industrial and natural resources property calculated and provided by the Tax Commissioner, and included as provided by state law.

When completed, submit original copy to the levying body, printed copy to the Department of Tax and Revenue, Property Tax Division, P.O. Box 2389, Charleston, WV 25328-2389, emailed copy to the State Auditor's Office @lgs@wvsao.gov, retain a printed copy for your office file. Only a printed copy of the Board of Education page should be forwarded to the State Department of Education.

Original signed copy - Levying Body
Photocopy - Tax Dept.
Photocopy - Auditor's Office
Photocopy - Retain
Photocopy - Board of Ed. Only - State Dept. of Education

ROLL BACK (REV 2002)

ASSESSED VALUES FOR CALCULATING REDUCED (ROLLED BACK) LEVY RATES

City of Ranson (Levying Body) — **Jefferson** (County)

TO: **Municipal Clerk or Recorder**
(County Commission President, School Board Secretary or Municipal Clerk or Recorder)

The undersigned Assessor and County Clerk of said County, do hereby certify the assessed value of the various classes of real estate, personal property and public utility property FOR THE CALCULATION OF THE REDUCED (ROLLED BAC LEVY RATE for the assessment year **2025**

	Column A Assessed Valuation For Tax Purposes (w/o Homestead & Exempt)	Column B New Property and Back Tax Property (Excluding TIF)	Column C TIF Tax Incremental Financing V alue	Column D Assessed Valuation For Tax Purposes Minus New Property, Back Tax Property & TI Col A Minus Col B and C
Class I				
Personal Property	0			0
Public Utility Property	0	0	0	0
Total Class I	0	0	0	0
Class II				
Real Estate	306,477,650	23,735,900		282,741,750
Personal Property	66,710	3,956		62,754
Total Class II	306,544,360	23,739,856	0	282,804,504
Class III				
Real Estate	0			0
Personal Property	0			0
Public Utility Property	0			0
Total Class III	0	0	0	0
Class IV				
Real Estate	179,423,890	2,396,300		177,027,590
Personal Property	59,761,520	0		59,761,520
Public Utility Property	8,982,360	3,636,873		5,345,487
Total Class IV	248,167,770	6,033,173	0	242,134,597
TOTAL FOR LEVYING BODY	554,712,130	29,773,029	0	524,939,101

Given under our hands this 27 day of February, 2025

Jacqueline C Shadle
County Clerk

Angela L. Banks
Assessor

The valuations above do not include values attributable to back-tax property, homestead property, new construction and improvements or new personal property.

THE VALUATIONS ARE TO BE USED ONLY FOR THE CALCULATION OF A REDUCED LEVY RATE as required by W.Va. Code § 11-8-6e and 6f. This rate must be applied to the CERTIFICATE OF VALUATIONS (enclosed) for budgeting purposes. These values, like the Certificate of Valuation, are to be in the hands of the levying body not later than March 3.

Print on **BLUE** paper - Levying Body
Photocopy - Tax Dept.
Photocopy - Auditor's Office
Photocopy - Retain
Photocopy -
Board of Ed. Only - State Dept. of Education

When completed, submit blue copy to the levying body, photocopy to the Department of Tax and Revenue, Property Tax Division, P.O. Box 2389, Charleston, WV 25328-2389, photocopy to the State Auditor's Office, email at lgs@wvsao.gov and retain a photocopy for your office file. Only a photocopy of the Board of Ed. page should be forwarded to the State Dept. of Education.

RESOLUTION 2025-03

A RESOLUTION OF THE CITY OF RANSON ADOPTING AND APPROVING THE GENERAL FUND LEVY ESTIMATE BUDGET OF THE CITY OF RANSON FOR THE FISCAL YEAR 2025-2026.

At a regular session of the Ranson City Council held on March 18, 2025, the following order was made and entered:

SUBJECT: The adoption and approval of the General Fund Levy Estimate Budget of the City of Ranson for Fiscal Year 2026.

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 adopted PRIOR TO THE EXPENDITURE OR OBLIGATION OF FUNDS FOR WHICH NO APPROPRIATION OR INSUFFICIENT APPROPRIATION CURRENTLY EXISTS, as shown on the Levy Estimate Official Budget Document, 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:

_____ Mayor Duke Pierson	Yes	No	Absent
_____ Michael Anderson	Yes	No	Absent
_____ Andy Colandrea	Yes	No	Absent
_____ Amanda Stroud	Yes	No	Absent
_____ Tommy Custer	Yes	No	Absent
_____ Ken Suits	Yes	No	Absent
_____ Herbie McDaniel	Yes	No	Absent

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 "General Fund Budget" to be sent to the State Auditor for approval.

Signed and approved this March 18, 2025.

_____
Keith D. Pierson, Mayor

ATTEST:

AFFIX CITY SEAL:

_____
Darla Armstrong, City Clerk

AGENDA ITEM VII.5

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: OLD BUSINESS

AGENDA SECTION: **COUNCIL BUSINESS**

SUBJECT: Resolution 2025-04: A Resolution of the City of Ranson Adopting and Approving the Coal Severance Fund Budget of the City of Ranson for the Fiscal Year 2025 - 2026

As required by State Code, the City Council must meet between March 7th and March

28th to approve the Coal Severance Fund Budget for the fiscal year 2026, and to hear any objections to the adopted budget. The proposed budget will be advertised in accordance with applicable State law. These funds are dedicated to Streets and utilized for declared

emergencies.

ATTACHMENTS:

FY 2026 COALSEV FUND RESOLUTION 2025-04.docx
FY2026 Coal Severance Fund Budget 3-18-2025.pdf

RESOLUTION 2025-04

A RESOLUTION OF THE CITY OF RANSON ADOPTING AND APPROVING THE COAL SEVERANCE FUND BUDGET OF THE CITY OF RANSON FOR THE FISCAL YEAR 2025-2026.

At a regular session of the Ranson City Council held on March 18, 2025, the following order was made and entered:

SUBJECT: The adoption and approval of the Coal Severance Fund Budget of the City of Ranson for Fiscal Year 2026.

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 adopted PRIOR TO THE EXPENDITURE OR OBLIGATION OF FUNDS FOR WHICH NO APPROPRIATION OR INSUFFICIENT APPROPRIATION CURRENTLY EXISTS, as shown on the Levy Estimate Official Budget Document, 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:

_____ Mayor Duke Pierson	Yes	No	Absent
_____ Michael Anderson	Yes	No	Absent
_____ Andy Colandrea	Yes	No	Absent
_____ Amanda Stroud	Yes	No	Absent
_____ Tommy Custer	Yes	No	Absent
_____ Ken Suits	Yes	No	Absent
_____ Herbie McDaniel	Yes	No	Absent

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 "Coal Severance Budget" to be sent to the State Auditor for approval.

Signed and approved this March 18, 2025.

_____
Keith D. Pierson, Mayor

ATTEST:

_____
Darla Armstrong, City Clerk

AFFIX CITY SEAL:

CITY OF RANSON
COAL SEVERANCE FUND BUDGET
FY 2026
Proposed Budget

Account Titles	*6/30/2022 ACTUAL*	*6/30/2023 ACTUAL*	*6/30/2024 ACTUAL*	*FY 2025 CURRENT BUDGET*	*BALANCES THRU 12/31/2024*	*FY 2026 PROPOSED BUDGET*	*% CHANGE*
002-299.100 Fund Balance - Carryover	*$ 249,099*	*$ 270,379*	*$ 296,416*	$ 330,487	$ 330,487	$ 358,000	*8.3%*
002-310.100 Coal Severance Tax	*$ 21,229*	*$ 25,384*	*$ 17,281*	$ 20,000	$ 9,056	$ 18,000	*-10.0%*
002-380.100 Interest on Accounts	*$ 51*	*$ 653*	*$ 10,637*	$ 11,000	$ 5,240	$ 10,000	*-9.1%*
Total Revenues	***$ 270,379***	***$ 296,416***	***$ 324,334***	**$ 361,487**	**$ 344,783**	**$ 386,000**	*6.8%*
002-750.230 Streets Maintenance - Snow	*$ -*	*$ -*	*$ -*	$ 361,487	$ -	$ 386,000	*6.8%*
Total Expenses	***$ -***	***$ -***	***$ -***	**$ 361,487**	***$ -***	**$ 386,000**	*6.8%*
Total Ending Balance	*$ 270,379*	*$ 296,416*	*$ 324,334*	*$ -*	*$ 344,783*	*$ -*	

AGENDA ITEM VII.6

City Council Regular Meeting Request for Action

TO:

FROM: Todd Wilt, Administrative

ITEM TYPE: COUNCIL BUSINESS

AGENDA SECTION: **COUNCIL BUSINESS**

SUBJECT: City of Ranson, Social Media Policy - Update

The City Manager will review the performance of the social media policy and present proposed edits aimed at meeting the expectations of the City Council while fostering constructive public engagement.

ATTACHMENTS:

Social Media Policy - DRAFT EDITS.docx

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

City of Ranson Social Media Comment Policy (Updated March 18, 2025)

Purpose:

The City of Ranson maintains social media pages to provide information, updates, and engagement opportunities for residents, businesses, and visitors. We welcome and encourage all viewpoints by public comments and discussion; however, all interactions must remain respectful, relevant to the topic of public concern, and within the guidelines of this policy. We review the comments posted to our social media pages on a regular basis and reserve the right to delete comments that violate this policy.

By engaging with our social media platforms, users agree to abide by the following:

Commenting Guidelines:

To foster a constructive and respectful dialogue, all comments and interactions should ~~must~~:

- ✓ Be relevant to the topic of the original post.
- ✓ Remain respectful and courteous to all users.
- ✓ Comply with all applicable laws and social media platform policies.

The City of Ranson reserves the right to hide, delete, or report comments that contain:

- ✗ Personal attacks, threats, or harassment toward city employees, officials, or other commenters.
- ✗ Hate speech, disparaging comments, discriminatory remarks, or content that targets individuals based on race, ethnicity, religion, gender, disability, or other protected characteristics.
- ✗ Profanity, vulgar language, nudity, or obscene content.
- ✗ Defamatory statements.
- ✗ Language or content suggesting or encouraging violence or illegal activity.
- ✗ Spam, commercial advertising, or self-promotion.
- ✗ Content promoting political organizations or candidates.
- ✗ Comments that disclose personal or confidential information (e.g., home addresses, personal phone numbers, personal email addresses).
- ✗ Personally identifying, sensitive, and/or private information.
- ✗ Information that could reasonably compromise employee or public safety

Repeated violations may result in a user being restricted or banned from commenting on City of Ranson social media pages.

DRAFT

Moderation & Enforcement:

The City of Ranson actively monitors its social media accounts and enforces this policy as follows. The Policy Administrator shall be the City Manager, who will oversee enforcement and maintain records of violations and moderation actions.

- First Violation – The comment may be hidden or deleted, and the user will receive a warning referencing this policy.
- Second Violation – The user may receive a temporary restriction from commenting.
- Third Violation – The user may be banned from further interaction on the City's social media platforms.

Serious Offenses (Threats, Harassment, or Illegal Content) – The City may report the comment to law enforcement or the social media platform for further action.

The City also maintains records (e.g., screenshots/logs) of deleted comments and banned users to ensure accountability and transparency in enforcement.

Appeals Process:

Users who believe they have been restricted or banned in error may submit an appeal for reconsideration.

- Appeals must be submitted in writing to cityclerk@ransonwv.us within 10 business days of the restriction notice.
- The City Manager will review the appeal and make a recommendation.
- Final appeal decisions will be heard by the City Council, which will determine if the restriction should be upheld or overturned. All appeal decisions are final.

Public Records & Disclaimer:

- Comments posted on City of Ranson social media pages may be considered public records and subject to disclosure under the West Virginia Freedom of Information Act (FOIA).
- Communications posted on our social media page will not be construed as satisfying requirements for legal notice or service, shall not be considered official public comment, and shall not be construed as an official request for records pursuant to the Freedom of Information Act
- The City does not edit comments but reserves the right to remove those that violate this policy.

Reporting Concerns & Formal Complaints:

Social media is not considered an official channel for contacting City officials. While the City may at times respond to queries and comments on social media, staffing for that purpose is not 24/7. If a resident has a concern or grievance related to City services, they are encouraged to:

- ? Email cityclerk@ransonwv.us
- ? Call (304) 725-1010
- ? Submit an official complaint form at www.ransonwv.gov

For emergencies or immediate threats, please contact 911 or the Ranson Police Department.

Policy Updates:

The City of Ranson reserves the right to update or modify this policy at any time to ensure it reflects best practices and legal requirements. Updates will be posted on the City's website and social media pages.

DRAFT

AGENDA ITEM VII.7

City Council Regular Meeting Request for Action

TO:

FROM: Todd Wilt, Administrative

ITEM TYPE: COUNCIL BUSINESS

AGENDA SECTION: **COUNCIL BUSINESS**

SUBJECT: City Manager Annual Performance Evaluation

Under the terms of the current City Manager contact, Section 12 requires an annual performance evaluation in the month of March:

SECTION 12: PERFORMANCE EVALUATION
Employer shall annually review the performance of the Employee during the month of March subject to a process, form, criteria, and format for the evaluation, which shall be mutually agreed upon by the Employer and Employee at the beginning of the proceeding 12 month period. The process at a minimum shall include the opportunity for both parties to: (l)prepare a written evaluation, (2) meet and discuss the evaluation, (3) present a written summary of the evaluation results, and (4) declare goals and objectives for the next evaluation period. The final written evaluation should be completed and delivered to the Employee within 30 days of the evaluation meeting.

ATTACHMENTS:

AGENDA ITEM VII.8

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: PRESENTATION

AGENDA SECTION: **COUNCIL BUSINESS**

SUBJECT: Resignation of City Prosecutor

Staff has received the attached resignation letter from Charles Howard, Municipal Prosecutor, effective at the conclusion of the municipal court session on June 4, 2025.

Pursuant to City Code Section 2-5, the Mayor, subject to the authorization of the Council, has the authority to employ an attorney or firm of attorneys to represent and advise the City on legal matters, either in lieu of or in addition to the City Attorney.

City Staff seeks guidance from the Mayor and City Council on the preferred process for filling this vacancy and will be prepared to discuss available options.

ATTACHMENTS:

Resignation Letter 3142025.pdf

CHARLES B. HOWARD, Esq.
146 AUGUSTA COURT
CHARLES TOWN, WV 25414
304.671.7582
charlesbhowardesq@yahoo.com

March 13, 2025

Mr. Todd Wilt
Ranson City Manager
312 S. Mildred Street
Ranson, WV 25438

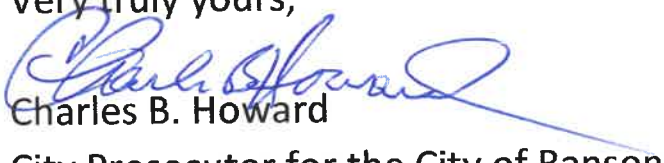
Re: Resignation as City Prosecutor effective June 4, 2025

Dear Mr. Wilt:

Please accept this letter as my resignation as City Prosecutor effective June 4, 2025. This is the last Court date of the current administration and with the upcoming election, the new Mayor and Council will be able to appoint their own City Prosecutor.

I have enjoyed my 30 plus years with the City of Ranson, in various capacities. I wish you, the new Mayor and Council the best.

Very truly yours,



Charles B. Howard
City Prosecutor for the City of Ranson

cc: Mayor Keith "Duke" Pierson
Chief Robbie Roberts

AGENDA ITEM IX.1

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: PRESENTATION

AGENDA SECTION: **INFORMATION ONLY**

SUBJECT: Table Drop March 4, 2024

- Report of Mildred Street and 2nd Ave Report
- 2025 Tourism Summit
- Restaurant Week
- 2025 Legislative Bulletin

ATTACHMENTS:

Report Mildred and 2nd .pdf
2025 Tourism Summit .pdf
Resturant Week .pdf
2025 Legislative Bulletin .pdf

City of Ranson
POLICE DEPARTMENT

700 N. Preston Street Ranson, WV 25438 304-725-2411 Fax: 304-728-5163

March 4th, 2025

Councilwoman Stroud,

Attached you will find the data that was pulled from the speed trailer this morning. This data only goes from February 28th, 2025, until today, March 4th, 2025. I believe that the total number of vehicles might be a little skewed. This is the first time the speed trailer has been put up since the stop sign was in effect at 1st and S. Mildred St. With that being said, the sign catches the vehicles coming to a stop and then taking off again. If that is the case, I believe the number of vehicles is most likely cut in half. The data shows a total of 10,454 vehicles but like I said, I believe that is high. When a vehicle stops and then starts again from zero, it would count the same vehicle twice. It does record the highest speed of that vehicle so if a vehicle speeds up when it sees the sign, it will record the highest speed. Out of those vehicles, there were 7 vehicles that were speeding above 35 mph. 6 of them from 36-40 mph and 1 vehicle from 41-45 mph. There could be several reasons why 1 vehicle made it that fast and I would speculate that they didn't stop at the stop sign at 1st/Mildred. If they did, they obviously saw the sign and most likely attempted to see how fast they could get it. I also took the liberty and looked up every crash that occurred at the intersection of 2nd/Mildred. There were 4 crashes from 2015-2025. 2/17/2015, 11/1/2018, 3/1/2022, and 2/11/2025. Past data has shown that on any given week, that road has had well over 10,000 vehicles traveling on it. With, only having 4 crashes there over a 10-year period is extremely low. If there is anything more you need with this study, please let me know.

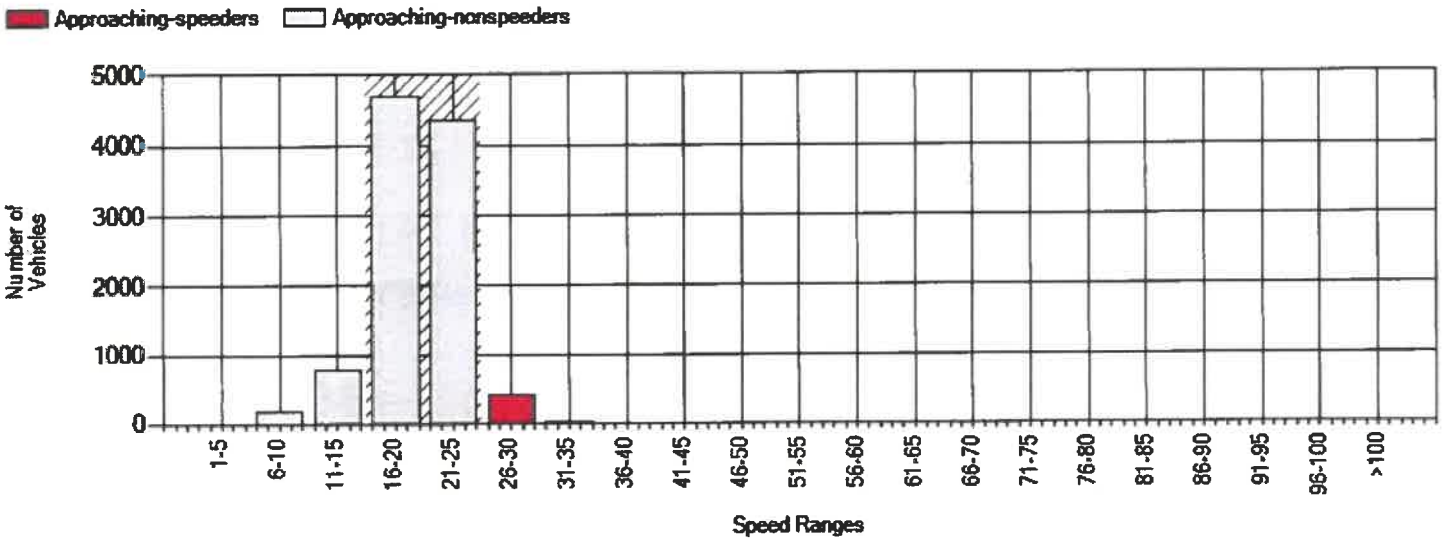
Sgt. Adam C. Watson

Volume - Total Vehicles (Approaching Only)

* Weighted values

File: E:\00880041.CSV
Study Name: S. Mildred St.
Study Dates: 2/28/2025 11:27:00 AM to 3/4/2025 9:04:00 AM
Study Location: update on Current Study Settings tab
Number of Vehicles: 10454 App / 0 Rec (filtered)

Speed Limit:	25 mph
Included Speeds:	1 to >100 mph
Approaching Pace:	16 to 25 mph
Approaching 85th %:	0 mph *
Receding Pace:	N/A
Receding 85th %:	N/A

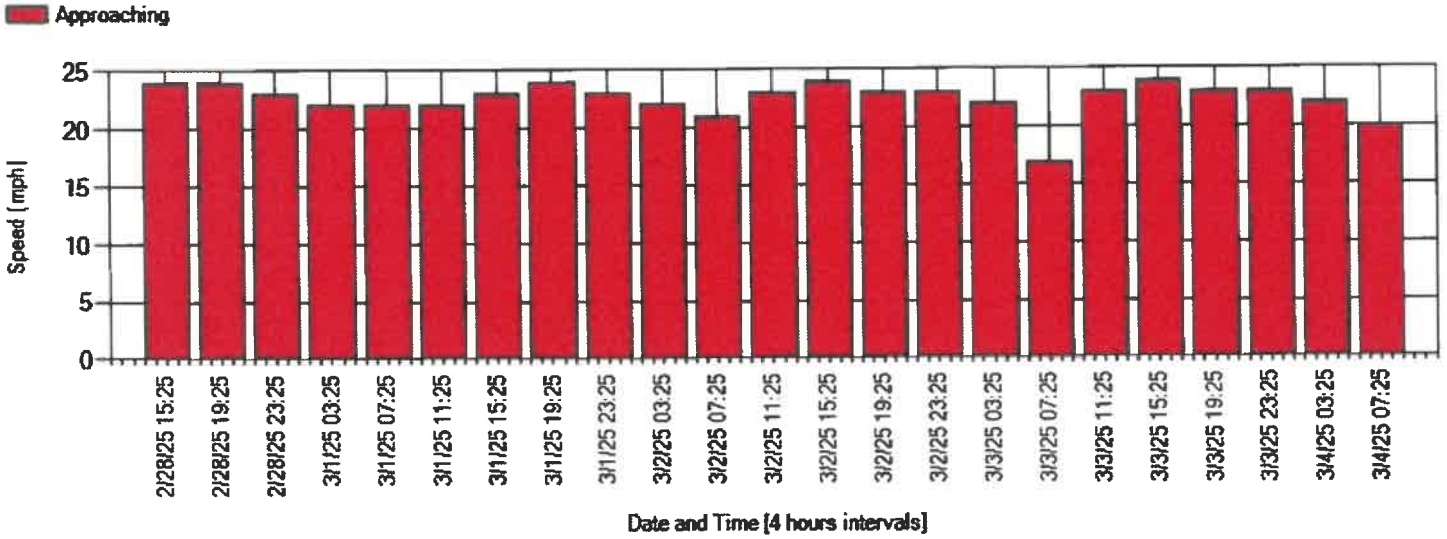


Speed - Average Speed (Approaching Only)

File:	E:\00880041.CSV
Study Name:	S. Mildred St.
Study Dates:	2/28/2025 11:27:00 AM to 3/4/2025 9:04:00 AM
Study Location:	update on Current Study Settings tab
Number of Vehicles:	10454 App / 0 Rec (filtered)

* Weighted values

Speed Limit:	25 mph
Included Speeds:	1 to >100 mph
Approaching Pace:	16 to 25 mph
Approaching 85th %:	0 mph *
Receding Pace:	N/A
Receding 85th %:	N/A

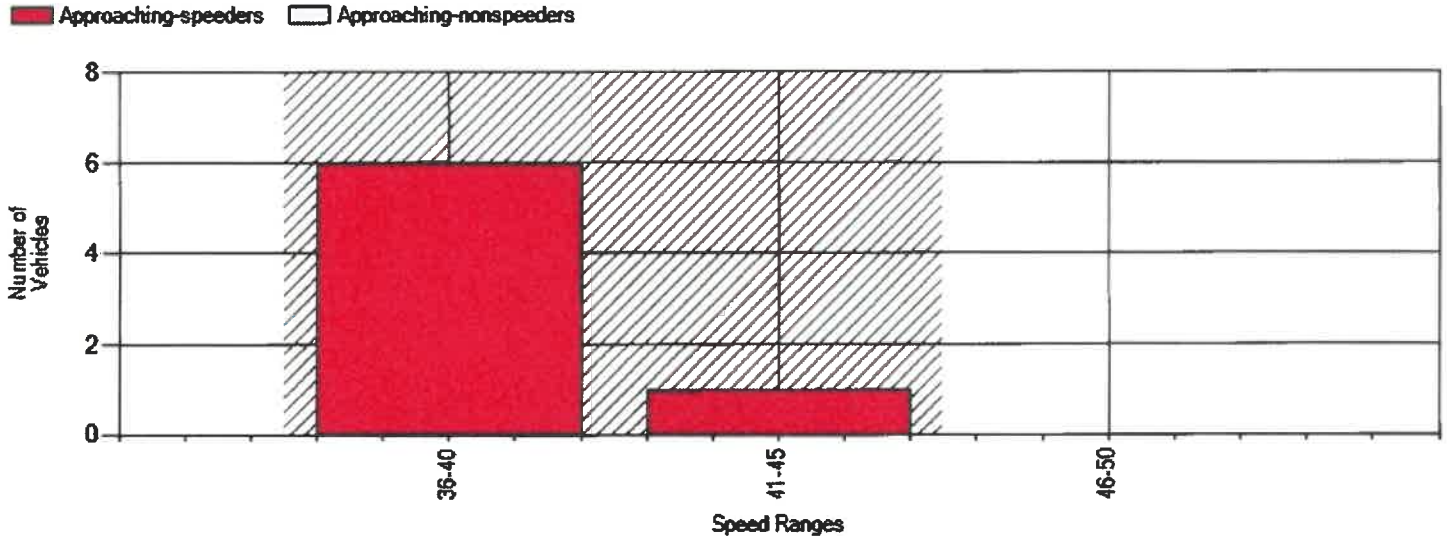


Volume - Total Vehicles (Approaching Only)

* Weighted values

File:	E:\00880041.CSV
Study Name:	S. Mildred St.
Study Dates:	2/28/2025 11:27:00 AM to 3/4/2025 9:04:00 AM
Study Location:	update on Current Study Settings tab
Number of Vehicles:	7 App / 0 Rec (filtered)

Speed Limit:	25 mph
Included Speeds:	36 to 50 mph
Approaching Pace:	36 to 45 mph
Approaching 85th %:	0 mph *
Receding Pace:	N/A
Receding 85th %:	N/A

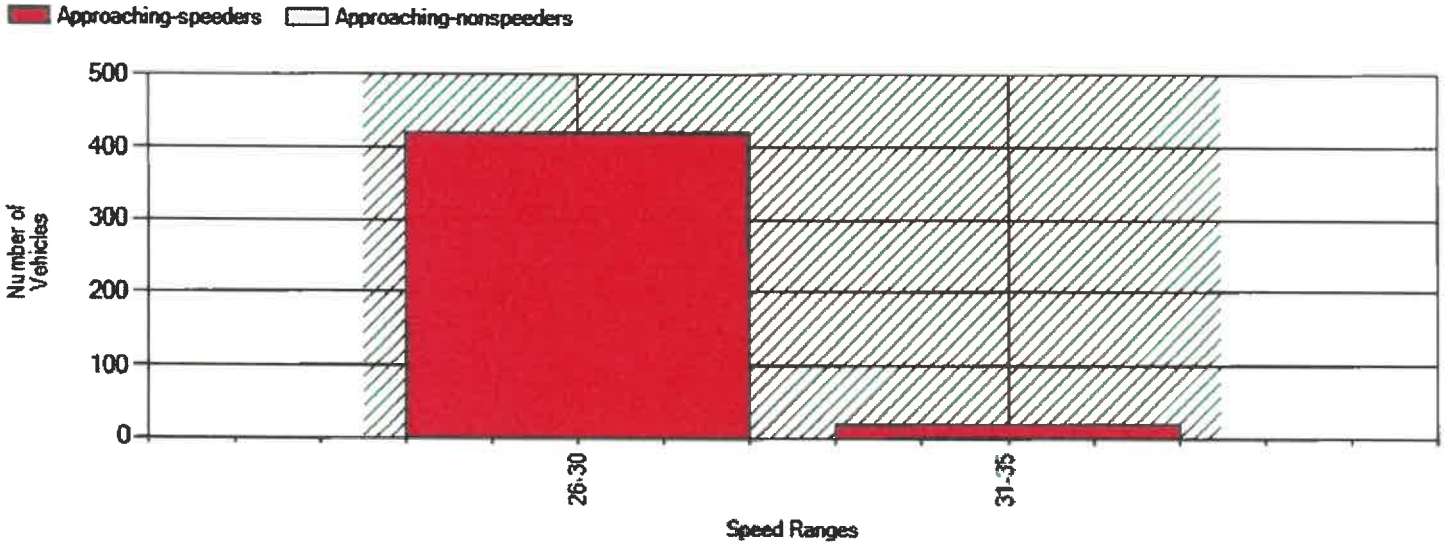


Volume - Total Vehicles (Approaching Only)

File: E:\00880041.CSV
Study Name: S. Mildred St.
Study Dates: 2/28/2025 11:27:00 AM to 3/4/2025 9:04:00 AM
Study Location: update on Current Study Settings tab
Number of Vehicles: 438 App / 0 Rec (filtered)

* Weighted values

Speed Limit:	25 mph
Included Speeds:	26 to 35 mph
Approaching Pace:	26 to 35 mph
Approaching 85th %:	0 mph *
Receding Pace:	N/A
Receding 85th %:	N/A

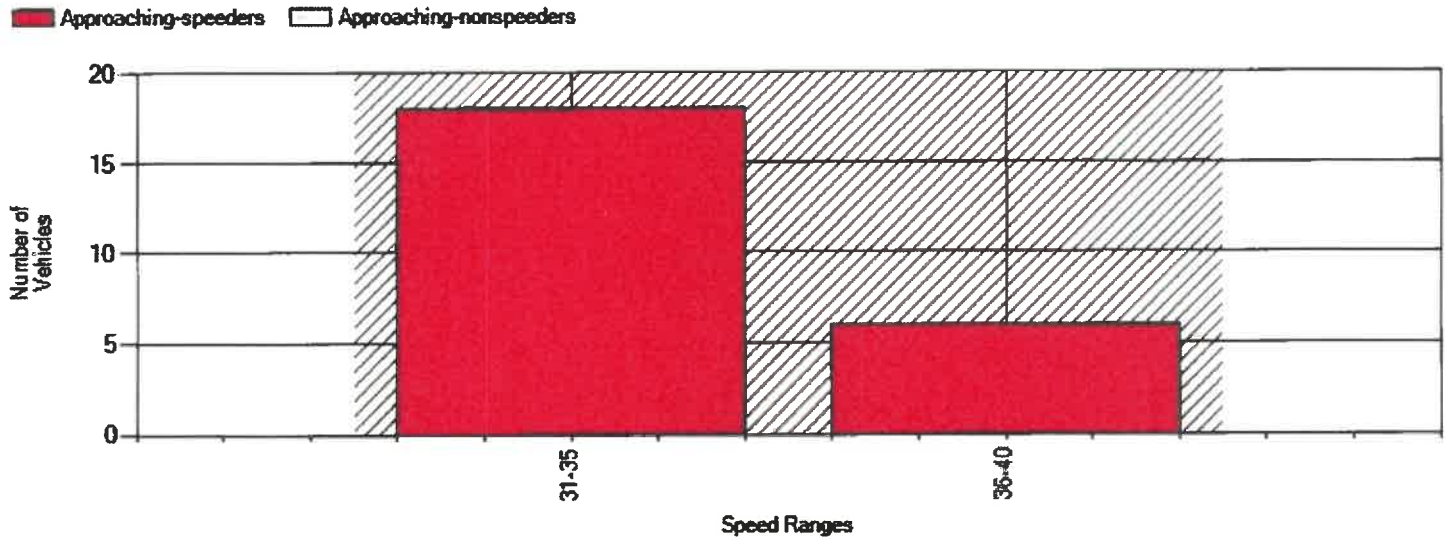


Volume - Total Vehicles (Approaching Only)

File: E:\00880041.CSV
Study Name: S. Mildred St.
Study Dates: 2/28/2025 11:27:00 AM to 3/4/2025 9:04:00 AM
Study Location: update on Current Study Settings tab
Number of Vehicles: 24 App / 0 Rec (filtered)

* Weighted values

Speed Limit:	25 mph
Included Speeds:	31 to 40 mph
Approaching Pace:	31 to 40 mph
Approaching 85th %:	0 mph *
Receding Pace:	N/A
Receding 85th %:	N/A





HARPERS FERRY
CHARLES TOWN
RANSON
2025 TOURISM SUMMIT
BOLIVAR
SHEPHERDSTOWN

Jefferson County

Plan to join us for a day of networking and educational opportunities on how we can be better together.

April 15 · 9am to 6pm

Bavarian Inn Resort & Brewing Company, Shepherdstown, WV

Learn more at WhereAlmostHeavenBegins.com
Scan the QR code to register.

Questions? emily@jccvb.com or annette.gavin@jccvb.com



Abolitionist Ale Works

2 Entrees & 2 Drinks for $33

L Jay's Diner

Special menu item Cajun Chicken Pasta with broccoli $22.99 (option to add shrimp $28.99)

Hillbrook Inn & Spa

Enjoy a delightful amuse-bouche to begin meal and ending meal with a specially selected dessert. Offering a 10% discount when you make reservation and mention the "restaurant week special".

Paddy's Irish Pub

$6.99 Fish Basket (fish, fries, coleslaw) and $8.50 Irish Kiss Cocktail

Tee Dawgs BBQ

Two meat platter: choice of two brisket, pulled chicken or pork with a choice of two sides and cornbread and a drink. $27.00

Locust Hill Golf Course

2 panini sandwiches & 2 draft beers for $22

Pizza City

2 Large 1 Topping Pizzas 12 wings and 12 Cheese Breadsticks for $39.99

Final Cut Steakhouse at The Hollywood Casino at Charles Town Races

25% off Tomahawk Ribeye OR Lamb Shank Special

9 Dragons at The Hollywood Casino at Charles Town Races

3 for $30:

Spring Roll | Sweet and Sour Chicken w/ Fried Rice | Mango Mousse Cake

ESPN BET at The Hollywood Casino at Charles Town Races

2 for $25:

-Appetizer: Fried Pickles | Pretzel Bites | Onion Rings

-Entrée: The Cali Burrito | Fish & Chips | Reuben

Middleway Market

10% off made to order items.

Andy's Pizza

Large Cheese Pizzas for $12



Alstadt's Ale House

3 for $30:

-Starter: Fried Pickle Chips
-Meal: Choose any of our signature Burgers
-Desert: Waffle with strawberry sauce
And a choice of soda

Battle Grounds Bakery & Coffee

25% off sandwiches

Kelley Farm Kitchen

3 for $30

3 Classic KFK Burgers with Mac & Cheese for $30

Bolivar Bread Bakery

Each day during restaurant week, one of their bakers will create a delicious recipe that's near and dear to them!

White Horse Tavern

Burger Flights (3) Half size versions of our Specialty Burgers served with Fries $18.99

Country Café

Any burger **2 for 20.** Daily breakfast special discounts.

Rabbit Hole GastroPub

Burgers & Beer Meal Deal: Choose one of our draft beers and one of our 1/2 lb Burgers for $20! (All burgers are served with Beer Battered Fries) *Modifications to burgers and side are not allowed with meal deal

Bakerton Market

Pizza: Any 16" pizza 15% off!
Hot Dog: The Double Barrel $7.75
- Two Nathan Jumbo Hot Dogs, Pizza Dough Bun, up to three fixin's.
Coffee & Bakery: Wafflogato $8.75 (15% off)
- Liège waffle, Double Scoop Ice Cream, Doppio Espresso Shot, Whipped Cream, chocolate or caramel Syrup. A dessert big enough for two!
JCWV Restaurant Gather Together Combo: 2 Pepperoni 16" Pizzas, a bag of focaccia sticks with marinara, and a 2L of Soda for $30

Snallygaster's Wine Bar and Café

3 for $30:

-Salad: A festive Mardi Gras inspired spring mix salad with mandarin oranges, carrots, red onion, bacon, grape tomatoes & candied walnuts lightly dressed in a honey lemon Cajun vinaigrette
-Main Course: Oven roasted Cajun seasoned chicken served over linguini in a creole style jambalaya sauce
-Dessert: Pecan Praline Cheesecake NY style cheesecake topped with house made butterscotch sauce and candied pecans
-Special Cocktails that pair well with the 3 for $30: Harpers Ferry Hurricane, Bananas Foster Rum Punch, Pineapple Passion Gin Fizz



Blue Moon Cafe

2 sandwiches and an app for 21.99 excluding Crab Cake sandwiches

Shepherdstown Sweet Shop Bakery

Choice of Chicken Pot Pie or Spinach and Shroom Pie, a coffee or tea, and brownie for $15

MJ's on German DeliCafe

$12 for Tuna Salad Sandwich
$5.25 for "Love Potion" Iced Strawberry Matcha

Panagiotas Taste of Greece

3 for $30

-Choose a salad: House Salad or Greek Salad.
-Choose a wrap: Traditional Gyro, Chicken Gyro, Steak & Cheese, or Falafel Wrap. Wraps are served with French Fries
-Choose a dessert: Baklava, Kataifi, or Crème Brûlée Cheesecake

Rumsey Tavern

3 for $30

Sweet potato fries app with a homemade dipping sauce | Traditional or Smashed burger with homemade chips or fresh cut French fries | Cream puff dessert

Tommeez Pizza & Sub

2 Large 1 topping pizza for $30

Alma Bea

3 for $30

-Starter: Mason's Bacon wrapped crabcakes with Slyvia's kale salad
-Main: Half rack of baby back pork ribs, rye spaetzle with smoked bacon and kale, sumac braised apples
-Dessert: Blackberry Tiramisu

Maria's Taqueria

$4 Fish Tacos $4 local beer $4 Chips and Guacamole or Queso

Mountaineer Popcorn Company

15% off all purchases over $25
Flight of 4 mini bags- $16
-Breakfast Munch
-Loaded Baked Potato
-Cheese Pizza
-Choice of Oreo cookie special: Cookies and Cream/ Mint Cookies and Cream/ German St Crunch

Bistro 112

Dinner Prefix Menu $45:

-Starter: Cauliflower Soup bacon, chive, white cheddar, paprika croutons or Beets and Mandarins ginger dressing, crispy wonton
-Main: Seafood Linguini shrimp, salmon, tuna, mussels, crushed tomato, herbs or Coq au Vin mushrooms, pearl onions, potato puree
-Dessert: Chocolate Raspberry Tart Chantilly cream

Or Lunch Prefix Menu 3 for $30

-Starter: Cauliflower Soup or Bistro Salas
-Main: Quiche Lorraine or Chicken Marsala
-Dessert: Chocolate Raspberry Tarte

Tonic Herb Shop

25% off Matcha Latte with Lion's Mane plus 15% off other functional Tonic beverages (excluding smoothies)

Bavarian Inn & Brewing Company

3 for $30 menu

-First Course: German Spaetzle with Gruyere Cheese, Black Forest Ham, Asparagus Spears | Bavarian Pretzel, German Mustard and Beer Cheese Dipping Sauce | Baked Brie in Puff Pastry, Pear, Apple, Carmel, Almonds
-Entrée: Chicken Schnitzel, Red Cabbage, Spaetzle, Rham Sauce, Maldon Salt Flake | Fish & Chips, Beer Battered Cod, French Fries, House Slaw, Remoulade | Cavatelli Pasta with Pork Ragu and Sauteed Vegetables
-Dessert: German Chocolate Cake or Sticky Toffee Pudding or Vanilla Bean Crème Brulé

Community Garden Market

BBQ Prime Rib Sandwich w/ chips and an Olipop fo



It is the end of Week 3 of the session and over 1,600 bills have been introduced. We are tracking about 180 bills so far - **many of these will never see a committee hearing make it across the finish line**, but we are watching. You can see our complete tracking list on our website here: WVML Legislative Updates. In these first weeks, both chambers have focused more on social issues, but we expect that to change next week.
Here are some of the bills that we are watching closely:

- **SB 234 Increasing the property auction threshold.** (Woodrum) Passed Senate on unanimous vote. Headed to House.

Support. This bill would raise the limit at which municipalities have to auction off real and personal property from $1,000 to $10,000. The $1,000 limit was set in the 60's which is about $10,000 in today's money. This bill is a League priority.

- **SB 50 Requiring municipal elections sync up with county elections.** (Taylor) On 3rd reading in the Senate Monday (March 3).

Oppose. This is one of five bills that were introduced requiring cities sync up elections with county elections, which has been permissive under current law. We testified in the Senate Judiciary Committee along with Secretary of State's office about the problems where county precincts do not align with city boundaries and the deadline for which the conversion of over 100 elections could reasonably be accomplished. The bill passed the senate with a deadline for compliance of 2032. While we agree there are advantages to combining elections, we oppose mandating combination when redistricting of a city or county would be required.

- **HB 2451 Making home based businesses a permitted use in all zones.** (Hornby, Horst, Chiarelli, Willis, Kyle, Green, Brooks, Crouse, Maynor) Energy and Public Works Committee

Oppose. This is a national template that seeks to make home based businesses a permitted use in all zones and exempts no-impact home based businesses from having to get business licenses. Many WV cities already have allowances for home based businesses as part of their zoning code. The business license exemption would create an unfair advantage for no impact home based businesses that would complete with brick and mortar business doing the same thing.

- **HB 2044 Limitation on PEIA participation.** (Burkhammer) Banking and Insurance and House Finance

Support. This bill would give cities that leave PEIA a 5 year window to re-enroll in PEIA. Currently, anyone who leaves PEIA can't come back into the program.

A note on PEIA. There are currently 3 bills related to the privatizing of PEIA (SB 426, HB 2623, HB 2968) and one that would transfer payments by the employer to a Health Savings Account for the employee (HB 2965). So far, none of these have seen movement, but we know this is a big topic for cities and will watch closely to see if they start to gain traction.

All meetings - committee and floor sessions - are live streamed. You can see the daily schedule of committee meetings and listen in **using this link.** You can also access archived recordings of meetings in case you miss one! The senate streams video for both committee and floor sessions while the house streams video for floor sessions, but committees and subcommittees are audio only.

The Bulletin Board for both the House and the Senate can be found **using this link.** On the bulletin board you can find a list of bills to be introduced, committee schedules, and calendars.

We also have a link to **the 2025 Information Packet**. This document contains contact information for all the members as well as seating charts and maps of the capitol.

Contact me or Sam Minardi (sam@minardiwv.com) if you have questions or need more information.

Join us for a weekly zoom update on Fridays at 11:30 for the latest. Use This Link to Join.

Links contained in this email have been replaced. If you click on a link in the email above, the link will be analyzed for known threats. If a known threat is found, you will not be able to proceed to the destination. If suspicious content is detected, you will see a warning.