CITY COUNCIL REGULAR MEETING

~ AGENDA ~

REGULAR MEETING

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

May 21, 2024 | 7:00 P.M. | Council Chamber

DIGITAL STREAMING OF THIS MEETING AVAILABLE AT :
https://ransonwv.gov/yourgovernment/agendas-and-minutes/

PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE

I. CALL TO ORDER

II. APPROVAL OF MINUTES

1. Minutes May 7, 2024
   City Council 572024.docx

III. CITIZEN'S PRESENTATIONS/PETITIONS

1. Independent Fire Company - Presentation

IV. CITY MANAGER/STAFF REPORTS

1. Police Chief Status Report
2. Parks and Recreation Status Report- April
   Parks and Rec Director Report 5-10.docx
3. Community Development Status Report- April
   April 2024 CDD Report.docx
4. Public Works Status Report- April
   April Status Report Public Works.pdf
5. Finance Status Report- April
   April 2024 AP Council Report.pdf
   April 2024 Capital Fund Budget Report.pdf
   April 2024 General Fund Budget Report.pdf
6. City Manager Report
7. Retirement Benefit Project Update
8. Ranson Lost History Trail - Update

9. Presentation Regarding Ranson's Consideration of Participating with the Jefferson County Convention & Visitors Bureau

V. COMMUNICATIONS FROM THE MAYOR

VI. COUNCIL BUSINESS

1. Trash Collection Services - Request for Proposals
   Apple Valley Waste.pdf
   FY24 Trash Collection RFP 2024.pdf

2. City Council Strategic Planning Goals FY 2025
   FY25 Strategic Planning Report DRAFT.docx

3. Community Gardens Memorandum of Understanding
   Community Gardens Updated Agreement 2024 DRAFT.docx
   Community Gardens MOU, Exhibit A.pdf
   Lease City of Ranson.pdf

4. Ranson Mini- Grant Program: FY24 Distribution Recommendation
   To The ResQ Ranson mini-grant app 2024.pdf

5. Resolution 2024 - 10 FY 2024 General Fund Budget Adjustment #3
   FY 24 General Funds 3 Resolution 2024.docx
   General Fund Budget Revision#3 FY24 5-21-2024 FV.pdf
   General Fund Budget Revision#3 Worksheet FY24 5-21-2024.pdf

6. Resolution 2024 –11 FY 2024 Capital Fund Budget Adjustment #3

   Capital Budget Revision#3 FY24 5-21-2024.pdf
   Resolution 2024-11.docx

VII. ADJOURNMENT

AGENDA ITEM II.1

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: Presentation

AGENDA SECTION: **APPROVAL OF MINUTES**

SUBJECT:

ATTACHMENTS:

City Council 572024.docx

CITY COUNCIL REGULAR MEETING

~ AGENDA ~

REGULAR MEETING

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

May 7, 2024 | 7:00 P.M. | Council Chamber

PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE

I. CALL TO ORDER

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

II. APPROVAL OF MINUTES

1. Minutes - April 16, 2024

III. CITIZEN'S PRESENTATIONS/PETITIONS

William Roper spoke to the Mayor and Council of his concerns of the Ranson Convention Visitors Bureau, Inc and Jefferson County Merging

IV. CITY MANAGER/STAFF REPORTS

1. Police Chief Status Report
   No action
   Chief Robbie Roberts welcomes the newly hired officer that was sworn in today. Prior to council meeting

2. City Manager Report
   The City Manager informed council with some upcoming dates and events as in Ribbon Cutting for American water is on May 6, 2024 at 4:00 P.M., Mr. Wilt attended Ranson Elementary for career day. Ranson Elementary is asking for Scholarship donations. The City of Ranson has begun fading out Toole Engineering Design and has assigned task orders to Kimley- Horn moving forward.

3. Retirement Benefit Project Update

City Manager Todd Wilt had a discussion and answered questions from the council on the retirement proposal for the fiscal year of 2025. The council had some concerns about the buyback years which means you would buy all years and what the city contributions would be. Had concerns with the current retirement plan and thoughts of moving forward with a 3 % match. The second reading for Retirement Benefits will be at the June 4, 2024 Council meeting.

4. Amendment to Legal Services Retainer Agreement

City Attorney Tim Stranko has submitted his legal fee proposal to the Mayor and Ranson City Council. Mr. Stranko has decreased his monthly fee from $5,500.00 to $4,500.00 for the Fiscal year of 2025.

5. Eastern Panhandle Home Consortium of West Virginia Program Update - April 2024

V. COMMUNICATIONS FROM THE MAYOR

Mayor gave the Council and Community an update on the services of Monica Ballenger. Services will be held Tuesday May 14, 2024 at 11:00 A.M Eackles – Spencer & Norton Funeral Home

VI. COUNCIL BUSINESS

1. Mayor For the Day Essay Contest Winner Announcement

Ranson Elementary submits essays to become Mayor for the day. The winner this year is Laura Snyder. She will be coming to Ranson City Hall on May 17, 2024 to help the Mayor Keith D. Pierson for the day. Have lunch, meet City Hall staff and a tour of the Police Station, and other fun events the mayor has planned.

2. Resolution 2024-09– Approval of Capital Improvement Fund Budget for FY 2025
Passed 6-0

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

3. Property Sale Update and Determination for Future Action - City owned Property located at 100 Block, W. 5th Avenue, Tax District 8, Map4, Parcel 0092.0000, Consideration of MOU with Jefferson County Council on Aging (JCCOA)

5- Yes
1-NO
Property was advertised in the local newspapers and on the Ranson Web sites. No bids were submitted. Mayor Keith had a meeting with the Jefferson County Council on aging presented Memorandum of Understanding. Jefferson County Council on aging will have a five-year agreement to use the lot located at 100 Block W. 5th Avenue to for a garden and will be responsible for the upkeep of the property.

Mayor, Keith D. Pierson	Abstain
Andy Colandrea	Yes
Ken Suits	Yes
Amanda Stroud	Yes
Tommy Custer	No
Herbie McDaniel	Yes
Mike Anderson	Yes

4. First Reading - An Ordinance Amending and Reenacting Chapter 21 of the Ranson City Code Regarding Hotel/Motel Occupancy Tax, Directing the Dissolution of the Ranson Convention & Visitors Bureau, Inc. and Establishing Membership with the Jefferson County Convention & Visitors Bureau

   First Reading Passed 4- Yes
   3- NO

   Public Hearing and Second Reading will be June 4, 2024 at 7:00 Ranson City Hall at 7:00 PM

Mayor, Keith Pierson	NO
Andy Colandra	Second
Tommy Custer	YES
Ken Suits	Motion
Amanda Stroud	NO
Mike Anderson	NO
Herbie McDaniel	YES

5. First Reading - An Ordinance to Relinquish and Vacate a Certain Right of Way described in Deed Book 94, Page 36

   First Reading Passed 6-0.
   Public Hearing and Second Reading will be June 4, 2024 at 7:00

Mayor, Keith Pierson	Abstain
Andy Colandra	YES
Tommy Custer	YES
Ken Suits	Motion
Amanda Stroud	Second
Mike Anderson	YES
Herbie McDaniel	YES

6. First Reading- An Ordinance Abandoning and Annulling a Public Alleyway described in the Deed Book 1284, Page 1

First Reading Passed 6-0.
Public Hearing and Second Reading will be June 4, 2024 at 7:00 PM

Mayor, Keith Pierson	Abstain
Andy Colandra	YES
Tommy Custer	YES
Ken Suits	Motion
Amanda Stroud	Second
Mike Anderson	YES
Herbie McDaniel	YES

VII. ADJOURNMENT

Adjournment at 9:08 P.M. Motion was made by Ken Suits 2nd by Herbie McDaniel. Next Ranson Council meeting will be held May 21, 2024 at 7:00 PM Ranson Council Chamber 312 South Midred Street, Ranson WV 25438.

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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:

Independent Fire Company would like to Thank the Mayor, Council and Community for the awarded American Rescue Plan Act (ARPA) funds that purchased a new duty vehicle.

ATTACHMENTS:

AGENDA ITEM IV.1

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong, Police

ITEM TYPE: Presentation

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

SUBJECT:

ATTACHMENTS:

AGENDA ITEM IV.2

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong, Parks & Recreation

ITEM TYPE: Presentation

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

SUBJECT:

Staff has provided April Status Report for Ranson Parks and Recreation.

ATTACHMENTS:

Parks and Rec Director Report 5-10.docx

RANSON PARKS AND RECREATION BOARD

Director’s Report May 10, 2024

1.) Jefferson County Community Ministries held their fundraiser

2.) Shenandoah Surge and Mario wrapped up their Winter use of the Civic Center for volleyball and soccer respectively

3.) Another successful American Cornhole League tournament was held May 4 with just under 100 players

4.) Runnin Rebels basketball is renting gym on Mondays and Wednesdays

5.) Organizing the old Charles Town tennis league (ongoing)

6.) Yard sale and craft show are upcoming

7.) Holding Celebration of Life for Monica Ballenger

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:

Staff has provided April Status Report for Community Development Department.

ATTACHMENTS:

April 2024 CDD 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: Community Development Director

RE: Community Development Department Report – April 2024

Permitting:

- Staff received 106 permit applications,
  - 99 – regular permit applications (new home, roof, sign, etc.)
  - 7 – rental registration applications
- Staff issued 74 permits.

Code Enforcement:

- Staff started 7 new code cases for property maintenance, work without a permit and lack of rental registration.

Inspections:

- Staff performed 684 permit inspections.
  - Ruckman Engineering (Terry) performed 84 inspections. (No longer will be performing inspections for the city)
  - Code Enforcer performed 534 inspections.
  - The Community Director performed 47 site-inspections.
  - The last 7 inspections were rental self-certifications that processed.
- Code Enforcer and Permit Manager also performed 7 code enforcement inspections.

Planning & Zoning:

- There are currently 33 planning projects that are either in review, ready for Planning Commission approval, or being finalized and closed out.
- Planning Commission agenda items for May approval:
  - Ranson Heights Phase 4
    - Plat, Development Agreement, Bond
  - Shenandoah Springs 3A
    - Plat, Development Agreement (Phase 3), Bond
  - Site Plan for 425 E 6th Avenue

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:

Staff has provided April Status Report for Public Works Department.

ATTACHMENTS:

April Status Report Public Works.pdf

Department of Public Works

Status Report 04/11/24 – 05/16/24

PUBLIC WORKS MISSION STATEMENT

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

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

Work Order Summary List

Selected Date Range for Request Dates:4/11/2024 - 5/16/2024 Order By Status, Location

WOID	Location	Bldg./Unit	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
Priority	Assigned To	Area Description	Reason	WO Age	Actual Completion Date		
Craft		Area Number	Deferred Until	Created Date/Time	Last Status Change Date		
Description			Action Taken				
Requester Name							
Status:	**Complete**						
5243	PW VEHICLE	TK #4 FORD F-350		4/11/2024			$72.92
Medium	Robert Hawkins				4/11/2024		
				4/11/2024 12:31:48 PM	4/11/2024		
Needs oil change							
Robert Hawkins			service complete at 42,876 next service at 47,876.				
5244	PW EQUIPMENT			4/11/2024			$0.00
Medium	Randy Cook			-6	4/5/2024		
				4/11/2024 1:03:12 PM	4/5/2024		
change blades on mowers an grease							
Bill Silveous							
5245	Streets			4/11/2024			$0.00
Medium	Randy Cook			-1	4/10/2024		
				4/11/2024 1:10:17 PM	4/10/2024		
weed eat hill side on E 13th ave							
Bill Silveous							
5247	Streets			4/11/2024			$0.00
Medium	Randy Cook			4	4/15/2024		
				4/11/2024 1:25:31 PM	4/15/2024		
Fix banner on Oak Lee							
Bill Silveous							
5252	PD VEHICLE	PD UNIT #4 2013		4/22/2024			$158.32
High	Robert Hawkins			1	4/23/2024		
				4/22/2024 7:51:42 AM	4/23/2024		
Battery Issues							
Robbie Roberts			Checked battery. Replaced battery				
5253	PD VEHICLE	PD UNIT #18 2007		4/22/2024			$115.10
Medium	Robert Hawkins			1	4/23/2024		
				4/22/2024 7:52:43 AM	4/23/2024		
Battery Issues							
Robbie Roberts			Checked battery. Battery tested bad. Replaced battery				
5254	Public Works Building			4/22/2024			$0.00
Medium	Chris Silveous			24			
				4/22/2024 7:57:39 AM	4/22/2024		
pick up pallet racks and installed at shop							
Bill Silveous							
5255	Streets			4/22/2024			$0.00
Medium	Chris Silveous			24			
				4/22/2024 8:02:13 AM	4/22/2024		
put top down and stawed and seeded fairfax circler							
Bill Silveous							

Work Order Summary List

Selected Date Range for Request Dates:4/11/2024 - 5/16/2024 Order By Status, Location

WOID	Location	Bldg./Unit	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
Priority	Assigned To	Area Description	Reason	WO Age	Actual Completion Date		
Craft		Area Number	Deferred Until	Created Date/Time	Last Status Change Date		
Description			Action Taken				
Requester Name							
5256	Public Works Building			4/22/2024			$0.00
Medium	Chris Silveous			24			
				4/22/2024 8:04:49 AM	4/22/2024		
move equipment around and clean up yard							
Bill Silveous							
5257	Public Works Building			4/22/2024			$0.00
Medium	Chris Silveous			24			
				4/22/2024 8:07:12 AM	4/22/2024		
pick up tipperary security fence from longfence							
Bill Silveous							
5258	City Hall			4/22/2024			$0.00
Medium	Chris Silveous			24			
				4/22/2024 8:10:16 AM	4/22/2024		
strap a/c units down on city halls roof all three							
Bill Silveous							
5259	Storm Drain			4/22/2024			$0.00
Medium	Chris Silveous			24			
				4/22/2024 8:15:16 AM	4/22/2024		
clean out storm drain on fairfax							
Bill Silveous							
5261	PW VEHICLE	2017 Ford F450 Dump		4/23/2024			$131.75
Medium	Robert Hawkins			1	4/24/2024		
				4/23/2024 7:06:31 AM	4/24/2024		
NEEDS SERVICE							
Robert Hawkins			SERVICE COMPLETE AT 15,610. OIL FILTER, AIR FILTER , BOTH FUEL FILTERS. NEXT SERVICE 20,610				
5263	Visitors Center - Nancy	Main Floor reception		4/25/2024			$0.00
Medium	Randy Cook			12	5/7/2024		
Signage				4/25/2024 2:57:12 PM	5/7/2024		
Please put the memorial banners (that are in my office) on 5th avenue behind the racetrack. Put the car show banners too please!!!.			Installed banners				
Debbie McClure							
5267	PW VEHICLE	Truck#32 Ford F650		4/26/2024			$0.00
Medium	Robert Hawkins				4/26/2024		
				4/26/2024 2:38:29 PM	4/26/2024		
LEAKING BRAKE FLUILD							
Robert Hawkins			REPLACED TWO REAR BRAKE LINES, BLEED REAR BRAKES.				
5268	PW EQUIPMENT	NEW HOLLAND		4/26/2024			$64.15
Medium	Robert Hawkins				4/26/2024		
				4/26/2024 2:44:30 PM	4/26/2024		
NEEDS SERVICE							
Robert Hawkins			SERVICE COMPLETE AT 1565HRS				

Work Order Summary List

Selected Date Range for Request Dates:4/11/2024 - 5/16/2024 Order By Status, Location

WOID	Location	Bldg./Unit	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
Priority	Assigned To	Area Description	Reason	WO Age	Actual Completion Date		
Craft		Area Number	Deferred Until	Created Date/Time	Last Status Change Date		
Description			Action Taken				
Requester Name							
5270	PD VEHICLE	PD UNIT #17 2021		4/28/2024			$0.00
Medium	Robert Hawkins			11	5/9/2024		
Vehicle Maintenance				4/28/2024 1:08:00 AM	5/9/2024		
This vehicle is due for an oil change.			service complete at 34,634. next service 39,634. left rear tire fixed at creamers auto. Needs all four tires. (ORDER PLACED AT CREAMERS AUTO FOR TIRES)				
Patrick Norris							
5273	Public Works Building			5/1/2024			$0.00
Medium	Chris Silveous			15			
				5/1/2024 2:40:34 PM	5/1/2024		
took down old pole barn,and concreate wall							
Bill Silveous							
5274	Public Works Building			5/1/2024			$0.00
Medium	Chris Silveous			15			
				5/1/2024 2:42:13 PM	5/1/2024		
took plants out in front of shop							
Bill Silveous							
5275	City Hall			5/1/2024			$0.00
Medium	Chris Silveous			15			
				5/1/2024 2:44:52 PM	5/1/2024		
puy two desk togather, and moved old out of kims office							
Bill Silveous							
5276	Civic Center			5/1/2024			$0.00
Medium	Chris Silveous			15			
				5/1/2024 2:46:30 PM	5/1/2024		
put new filters in units all three							
Bill Silveous							
5277	Streets			5/1/2024			$0.00
Medium	Chris Silveous			15			
				5/1/2024 2:48:26 PM	5/1/2024		
gravel alley at bob auto							
Bill Silveous							
5278	Visitors Center - Nancy			5/2/2024			$0.00
Medium	Randy Cook			5	5/7/2024		
Signage				5/2/2024 10:27:02 PM	5/7/2024		
please put up the last 3 Hometown Hero Banners. The 3 banners are on the table in my office.			Installed banners				
Debbie McClure							
5282	CH VEHICLE	#19 2007 Jeep		5/3/2024			$0.00
Medium	Robert Hawkins				5/3/2024		
				5/3/2024 12:29:18 PM	5/3/2024		
NEEDS SERVICE			SERVICE COMPLETE AT 70,301. NEXT SERVICE AT 73,301. NEEDS REAR LEFT TIRE SENOR				
Robert Hawkins							

Work Order Summary List

Selected Date Range for Request Dates:4/11/2024 - 5/16/2024 Order By Status, Location

WOID	Location	Bldg./Unit	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
Priority	Assigned To	Area Description	Reason	WO Age	Actual Completion Date		
Craft		Area Number	Deferred Until	Created Date/Time	Last Status Change Date		
Description			Action Taken				
Requester Name							
5285	PD VEHICLE	PD UNIT #7 2019 Ford		5/4/2024			$57.99
Scheduled	Robert Hawkins			11	5/15/2024		
Vehicle Maintenance				5/4/2024 9:24:36 PM	5/15/2024		
81,712..This vehicle is due for an oil change.			Service complete at 87,322. next service at 87,322.				
Patrick Norris							
5287	PW VEHICLE	TK #4 FORD F-350		5/6/2024			$151.62
Medium	Robert Hawkins				5/6/2024		
				5/6/2024 1:16:03 PM	5/6/2024		
NEEDS FRONT AND REAR BRAKE PADS			REPLACED FRONT AND REAR PADS				
Robert Hawkins							
5288	PW EQUIPMENT	2006 BOBCAT S175		5/7/2024			$59.12
Medium	Robert Hawkins				5/7/2024		
				5/7/2024 2:56:52 PM	5/7/2024		
DRIVE BELT NEEDS REPLACED			Replaced drive belt on bobcat				
Robert Hawkins							
5290	PD. STATION	Station Inter.		5/9/2024			$0.00
Medium	Chris Silveous			4	5/13/2024		
				5/9/2024 6:23:57 AM	5/13/2024		
Toilet continues to run in bathroom							
Robbie Roberts							
5292	Streets			5/7/2024			$0.00
Medium	Randy Cook			3	5/10/2024		
				5/10/2024 8:26:41 AM	5/10/2024		
pick up trash on E 2nd Ave to E Reymann							
Bill Silveous							
5293	Streets			4/29/2024			$0.00
Medium	Randy Cook			11	5/10/2024		
				5/10/2024 8:31:36 AM	5/10/2024		
Install new stop sign on the corner of 18th an Steed St			cut concrete dug hole installed new pole ,stop sign filled hole back in with concrete stop sign $30-pole$20 bracket$4.41 bag of concrete$7.00				
Bill Silveous							
5294	Streets			5/10/2024			$0.00
Medium	Randy Cook				5/10/2024		
				5/10/2024 9:01:26 AM	5/10/2024		
paint curbs back 30ft on corner of 18th and Steed st							
Bill Silveous							
5300	Streets			5/10/2024			$0.00
Medium	Randy Cook				5/10/2024		
				5/10/2024 1:58:42 PM	5/10/2024		
w eed eat w eeds from around rocks on E 2nd ave							
Bill Silveous							
5301	City Hall			5/10/2024			$0.00
Medium				6			
				5/10/2024 1:59:56 PM	5/10/2024		
replace ceiling tiles on 3 floor copy room							
Chris Silveous							

Work Order Summary List

Selected Date Range for Request Dates:4/11/2024 - 5/16/2024 Order By Status, Location

WOID	Location	Bldg./Unit	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
Priority	Assigned To	Area Description	Reason	WO Age	Actual Completion Date		
Craft		Area Number	Deferred Until	Created Date/Time	Last Status Change Date		
Description			Action Taken				
Requester Name							
5302	Streets			5/2/2024			$0.00
Medium	Randy Cook			1	5/3/2024		
				5/10/2024 2:01:43 PM	5/3/2024		
spray weed killer over cut weeds on E 2nd ave							
Bill Silveous							
5303	Park - Marcus Football			5/10/2024			$0.00
Medium	Chris Silveous			6			
				5/10/2024 2:03:16 PM	5/10/2024		
replace trim on ticket booth and install new window							
Bill Silveous							
5304	PD. STATION			5/10/2024			$0.00
Medium	Chris Silveous			6			
				5/10/2024 2:04:51 PM	5/10/2024		
installed new toilet							
Bill Silveous							
Count: 36 Work Orders		**Avg. Age of WO's**	**8**		**Total for Complete**	**0**	**$810.97**
Status:	**Pending**						
5248	Park - Briar Run			4/14/2024	4/17/2024		$0.00
Medium	tony dix			32			
Parks				4/14/2024 12:30:16 AM	4/14/2024		
Daily - PM Schedule created on 6/26/2023 - Refer to PM schedule details.							
Tim Costello							
5249	Streets			4/16/2024	4/20/2024		$0.00
Medium	tony dix			30			
Trash Removal				4/16/2024 12:41:18 AM	4/16/2024		
Weekly - PM Schedule created on 6/26/2023 - Refer to PM schedule details.							
Tim Costello							
5250	Streets			4/19/2024	4/23/2024		$0.00
Medium	tony dix			27			
Trash Removal				4/19/2024 12:27:20 AM	4/19/2024		
Weekly - PM Schedule created on 6/26/2023 - Refer to PM schedule details.							
Tim Costello							
5251	Park - Briar Run			4/19/2024	4/22/2024		$0.00
Medium	tony dix			27			
Parks				4/19/2024 12:27:20 AM	4/19/2024		
Daily - PM Schedule created on 6/26/2023 - Refer to PM schedule details.							
Tim Costello							

Work Order Summary List

Selected Date Range for Request Dates:4/11/2024 - 5/16/2024 Order By Status, Location

WOID	Location	Bldg./Unit	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
Priority	Assigned To	Area Description	Reason	WO Age	Actual Completion Date		
Craft		Area Number	Deferred Until	Created Date/Time	Last Status Change Date		
Description			Action Taken				
Requester Name							
5260	Streets			4/23/2024	4/26/2024		$0.00
Medium	Randy Cook			23			
Grounds				4/23/2024 12:40:00 AM	4/23/2024		
Weekly - PM Schedule created on 6/14/2023 - Refer to PM schedule details.							
Tim Costello							
5262	Park - Briar Run			4/24/2024	4/27/2024		$0.00
Medium	tony dix			22			
Parks				4/24/2024 12:31:58 AM	4/24/2024		
Daily - PM Schedule created on 6/26/2023 - Refer to PM schedule details.							
Tim Costello							
5264	City Hall			4/26/2024	4/29/2024		$0.00
Medium	Robert Hawkins			20			
Fire Extinguishers				4/26/2024 12:30:34 AM	4/26/2024		
Monthly - Fire Extinguisher Inspection-City Hall - Refer to PM schedule details.							
Tim Costello							
5265	Visitors Center - Nancy			4/26/2024	4/29/2024		$0.00
Medium	Robert Hawkins			20			
Fire Extinguishers				4/26/2024 12:30:34 AM	4/26/2024		
Monthly - Fire Extinguishers Inspection - Refer to PM schedule details.							
Tim Costello							
5266	Streets			4/26/2024	4/29/2024		$0.00
Medium	Randy Cook			20			
Grounds				4/26/2024 12:30:35 AM	4/26/2024		
Weekly - PM Schedule created on 6/14/2023 - Refer to PM schedule details.							
Tim Costello							
5269	Streets			4/28/2024	5/1/2024		$0.00
Medium	Randy Cook			18			
Grounds				4/28/2024 12:42:26 AM	4/28/2024		
Weekly - PM Schedule created on 6/14/2023 - Refer to PM schedule details.							
Tim Costello							
5271	Park - Briar Run			4/29/2024	5/2/2024		$0.00
Medium	tony dix			17			
Parks				4/29/2024 1:04:10 AM	4/29/2024		
Daily - PM Schedule created on 6/26/2023 - Refer to PM schedule details.							
Tim Costello							

Work Order Summary List

Selected Date Range for Request Dates:4/11/2024 - 5/16/2024 Order By Status, Location

WOID	Location	Bldg./Unit	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
Priority	Assigned To	Area Description	Reason	WO Age	Actual Completion Date		
Craft		Area Number	Deferred Until	Created Date/Time	Last Status Change Date		
Description			Action Taken				
Requester Name							
5272	Streets			4/30/2024	5/4/2024		$0.00
Medium	tony dix			16			
Trash Removal				4/30/2024 12:59:41 AM	4/30/2024		
Weekly - PM Schedule created on 6/26/2023 - Refer to PM schedule details.							
Tim Costello							
5279	PW VEHICLE	Truck #34 Ford F550		5/3/2024	5/6/2024		$0.00
Medium	Robert Hawkins			13			
Vehicle Maintenance				5/3/2024 12:28:31 AM	5/3/2024		
Monthly - PM Schedule created on 4/12/2019 - Refer to PM schedule details.							
Tim Costello							
5280	Public Works Building	OFFICE/BREAK AREA		5/3/2024	5/6/2024		$0.00
Medium	Robert Hawkins			13			
Heating/Ventilation /Air				5/3/2024 12:28:31 AM	5/3/2024		
Monthly - PM Schedule created on 1/22/2019 - Refer to PM schedule details.							
Tim Costello							
5281	Streets			5/3/2024	5/7/2024		$0.00
Medium	tony dix			13			
Trash Removal				5/3/2024 12:28:32 AM	5/3/2024		
Weekly - PM Schedule created on 6/26/2023 - Refer to PM schedule details.							
Tim Costello							
5283	Park - Briar Run			5/4/2024	5/7/2024		$0.00
Medium	tony dix			12			
Parks				5/4/2024 12:18:16 AM	5/4/2024		
Daily - PM Schedule created on 6/26/2023 - Refer to PM schedule details.							
Tim Costello							
5289	Park - Briar Run			5/9/2024	5/12/2024		$0.00
Medium	tony dix			7			
Parks				5/9/2024 12:29:25 AM	5/9/2024		
Daily - PM Schedule created on 6/26/2023 - Refer to PM schedule details.							
Tim Costello							
5307	Streets			5/14/2024	5/17/2024		$0.00
Medium	Randy Cook			2			
Grounds				5/14/2024 12:39:21 AM	5/14/2024		
Weekly - PM Schedule created on 6/14/2023 - Refer to PM schedule details.							
Tim Costello							

Work Order Summary List

Selected Date Range for Request Dates:4/11/2024 - 5/16/2024 Order By Status, Location

WOID	Location	Bldg./Unit	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
Priority	Assigned To	Area Description	Reason	WO Age	Actual Completion Date		
Craft		Area Number	Deferred Until	Created Date/Time	Last Status Change Date		
Description			Action Taken				
Requester Name							
5308	Streets			5/14/2024	5/18/2024		$0.00
Medium	tony dix			2			
Trash Removal				5/14/2024 12:39:21 AM	5/14/2024		
Weekly - PM Schedule created on 6/26/2023 - Refer to PM schedule details.							
Tim Costello							
5309	Park - Briar Run			5/14/2024	5/17/2024		$0.00
Medium	tony dix			2			
Parks				5/14/2024 12:39:22 AM	5/14/2024		
Daily - PM Schedule created on 6/26/2023 - Refer to PM schedule details.							
Tim Costello							
Count: 20 Work Orders		**Avg. Age of WO's**	**17**		**Total for Pending**	**0**	**$0.00**
Status:	**Work In Progress**						
5284	PD VEHICLE	PD UNIT #9 2018 Ford		5/4/2024			$0.00
Scheduled				12			
Vehicle Maintenance				5/4/2024 6:14:11 PM	5/6/2024		
116221.. This vehicle is due for an oil change.							
Patrick Norris							
5286	PD VEHICLE	PD UNIT #5 2017 Ford		5/4/2024			$0.00
Scheduled	Robert Hawkins			12			
Vehicle Maintenance				5/4/2024 9:27:40 PM	5/6/2024		
This vehicle is due for an MVI							
Patrick Norris							
5291	Streets			5/8/2024			$0.00
Medium	White Curtis			8			
				5/10/2024 8:09:15 AM	5/10/2024		
cut pine trees back on Oak Lee Dr.							
Bill Silveous							
5295	Streets			5/10/2024			$0.00
Medium	tony dix			6			
				5/10/2024 9:22:43 AM	5/10/2024		
get count of all banners,flags an parts							
Bill Silveous							
5296	Streets			5/10/2024			$0.00
Medium	Tim Costello			6			
				5/10/2024 9:35:33 AM	5/10/2024		
Tighten all light heads up thru out tow n							
Bill Silveous							
5297	Streets			5/8/2024			$0.00
Medium	Randy Cook			8			
				5/10/2024 9:46:58 AM	5/10/2024		
get a count of all banners ,flags an parts							
Bill Silveous							

Work Order Summary List

Selected Date Range for Request Dates:4/11/2024 - 5/16/2024 Order By Status, Location

WOID	Location	Bldg./Unit	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
Priority	Assigned To	Area Description	Reason	WO Age	Actual Completion Date		
Craft		Area Number	Deferred Until	Created Date/Time	Last Status Change Date		
Description			Action Taken				
Requester Name							
5298	Street Lights			5/10/2024			$0.00
Medium	Tim Costello			6			
				5/10/2024 10:05:14 AM	5/10/2024		
go thru out town an tighten light heads							
Bill Silveous							
5299	Streets			5/10/2024			$0.00
Medium	Randy Cook			6			
				5/10/2024 1:52:58 PM	5/10/2024		
paint pole with yellow paint on W 3rd an Buckhannon							
Bill Silveous							
5305	Streets			5/10/2024			$0.00
Medium	Randy Cook			6			
				5/10/2024 2:12:35 PM	5/10/2024		
cut limb back at 309 E11th ave							
Bill Silveous							
5306	PD VEHICLE	PD UNIT #21 2021		5/11/2024			$0.00
Scheduled	Robert Hawkins			5			
Vehicle Maintenance				5/11/2024 5:10:22 PM	5/13/2024		
This vehicle is due for an oil change.							
Patrick Norris							
5310	Streets			5/15/2024			$0.00
Medium	Randy Cook			1			
				5/15/2024 9:26:51 AM	5/15/2024		
Paint pole on W 2nd an George							
Bill Silveous							
5311	Streets			5/15/2024			$0.00
Medium	Randy Cook			1			
				5/15/2024 9:29:02 AM	5/15/2024		
Paint pole on W 3rd an Mineral							
Bill Silveous							
5312	Streets			5/15/2024			$0.00
Medium				1			
				5/15/2024 9:30:47 AM	5/15/2024		
Install new pole an stop sign on E 4th an Marshall							
5313	Streets			5/15/2024			$0.00
Medium				1			
				5/15/2024 9:33:04 AM	5/15/2024		
E 4th an Preston paint pole an change stop sign pull old pole							

Work Order Summary List

Selected Date Range for Request Dates:4/11/2024 - 5/16/2024 Order By Status, Location

WOID	Location	Bldg./Unit	Deferred By	Request Date	Target Completion Date	Labor Hours	Total Costs
Priority	Assigned To	Area Description	Reason	WO Age	Actual Completion Date		
Craft		Area Number	Deferred Until	Created Date/Time	Last Status Change Date		
Description			Action Taken				
Requester Name							
5314	Streets			5/15/2024			$0.00
Medium	Randy Cook			1			
				5/15/2024 9:39:56 AM	5/15/2024		
Install new pole an stop sign E 4th an Marshall							
Bill Silveous							
5315	Streets			5/15/2024			$0.00
Medium	Randy Cook			1			
				5/15/2024 9:42:41 AM	5/15/2024		
paint pole an change stop sign pull old pole on E 4th an Preston							
Bill Silveous							
Count: 16 Work Orders		**Avg. Age of WO's**	**5**	**Total for Work In Progress**		**0**	**$0.00**
Count: 72 Work Orders		**Avg. Age of WO's**	10	**Grand Total**		0	$810.97

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:

Staff is providing the following items for your review:

- Accounts Payable Council Report for April 2024
- General Fund Budget Report through April 2024
- Capital Improvement Fund Budget Report through April 2024

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

ATTACHMENTS:

April 2024 AP Council Report.pdf
April 2024 Capital Fund Budget Report.pdf
April 2024 General Fund Budget Report.pdf

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
10-42 TACTICAL LLC	4/22/24	PD REMINGTON SHOTGUN (2)	CAPITAL IMPROVEMEN	PUBLIC SAFETY	973.00
				TOTAL:	973.00
7-ELEVEN	4/22/24	WATSON FUEL 3/4/24	GENERAL FUND	POLICE DEPARTMENT	48.59
	4/22/24	WATSON FUEL 3/13/24 #24	GENERAL FUND	POLICE DEPARTMENT	42.74
	4/22/24	WATSON FUEL 3/18/24 #14	GENERAL FUND	POLICE DEPARTMENT	44.47
	4/22/24	JENKINS FUEL 3/2/2024	GENERAL FUND	POLICE DEPARTMENT	41.04
	4/22/24	JENKINS FUEL 3/3/24	GENERAL FUND	POLICE DEPARTMENT	29.94
	4/22/24	JENKINS FUEL 3/4/24	GENERAL FUND	POLICE DEPARTMENT	42.49
	4/22/24	JENKINS FUEL 3/10/24	GENERAL FUND	POLICE DEPARTMENT	48.57
	4/22/24	JENKINS FUEL 3/11/24	GENERAL FUND	POLICE DEPARTMENT	12.26
	4/22/24	JENKINS FUEL 3/15/24	GENERAL FUND	POLICE DEPARTMENT	39.52
	4/22/24	JENKINS FUEL 3/16/24	GENERAL FUND	POLICE DEPARTMENT	45.15
	4/22/24	JENKINS FUEL 3/17/24	GENERAL FUND	POLICE DEPARTMENT	46.10
	4/22/24	JENKINS FUEL 3/25/24	GENERAL FUND	POLICE DEPARTMENT	34.93
	4/22/24	LYNCH FUEL 3/3/24	GENERAL FUND	POLICE DEPARTMENT	33.64
	4/22/24	LYNCH FUEL 3/5/24	GENERAL FUND	POLICE DEPARTMENT	35.75
	4/22/24	PALMER FUEL 3/1/24	GENERAL FUND	POLICE DEPARTMENT	49.38
				TOTAL:	594.57
84 LUMBER	4/22/24	PW RAFTER SQUARE/HANGERS(4	GENERAL FUND	STREETS & TRANSPORT	36.42
	4/22/24	PW STORAGE SHED BOLTS (24C	GENERAL FUND	STREETS & TRANSPORT	107.96
				TOTAL:	144.38
8X8, INC	4/09/24	PHONE MAR 24	GENERAL FUND	CITY HALL	502.56
				TOTAL:	502.56
ABC PEST CONTROL	4/16/24	PD PEST CONTROL APR 24	GENERAL FUND	POLICE DEPARTMENT	30.00
				TOTAL:	30.00
AC&T CO INC	4/22/24	P&R PT CRANES LN 1/8/24	PARKS & RECREATION	Parks & Recreation	161.00
	4/22/24	P&R PT CRANSES LN 2/5/24	PARKS & RECREATION	Parks & Recreation	161.00
	4/22/24	P&R PT LANCE SLUSHER 1/8/2	PARKS & RECREATION	Parks & Recreation	161.00
	4/22/24	P&R PT LANCE SLUSHER 2/5/2	PARKS & RECREATION	Parks & Recreation	161.00
	4/22/24	P&R PT MF WEST END PK 1/8/	PARKS & RECREATION	Parks & Recreation	161.00
	4/22/24	P&R PT MF WEST END PK 2/5/	PARKS & RECREATION	Parks & Recreation	161.00
				TOTAL:	966.00
ADVANCE AUTO PARTS	4/22/24	PW SHOP MINI PRY BAR, BRK	GENERAL FUND	STREETS & TRANSPORT	67.84
				TOTAL:	67.84
AFLAC	4/25/24	AFLAC AT	GENERAL FUND	NON-DEPARTMENTAL	11.34
	4/25/24	AFLAC AT	GENERAL FUND	NON-DEPARTMENTAL	11.34
	4/25/24	AFLAC Payable B4	GENERAL FUND	NON-DEPARTMENTAL	628.20
	4/25/24	AFLAC Payable B4	GENERAL FUND	NON-DEPARTMENTAL	628.20
				TOTAL:	1,279.08
AMAZON.COM	4/22/24	DA TISSUES(2)/FILE ORGNZR(	GENERAL FUND	CITY ADMINISTRATION	33.70
	4/22/24	DA TISSUES(2)/FILE ORGNZR(	GENERAL FUND	CITY ADMINISTRATION	28.98
	4/22/24	DA TISSUES(2)/FILE ORGNZR(	GENERAL FUND	CITY ADMINISTRATION	20.50
	4/22/24	DA PT(56ROLLS)/RS CUTLERY(	GENERAL FUND	CITY ADMINISTRATION	41.15
	4/22/24	DA CARDSTOCK (1PK)	GENERAL FUND	CITY ADMINISTRATION	17.77
	4/22/24	DA CARDSTOCK(1PK)	GENERAL FUND	CITY ADMINISTRATION	17.77
	4/22/24	DA CARDSTOCK (1PK)	GENERAL FUND	CITY ADMINISTRATION	17.77
	4/22/24	DA CARDSTOCK (1PK)	GENERAL FUND	CITY ADMINISTRATION	17.77
	4/22/24	MOUSE/HIGHLIGHTERS/SITCKY	GENERAL FUND	CITY ADMINISTRATION	7.79

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	4/22/24	MOUSE/HIGHLIGHTERS/SITCKY	GENERAL FUND	CITY ADMINISTRATION	15.99
	4/22/24	DA PT(56ROLLS)/RS CUTLERY(	GENERAL FUND	PLANNING & ZONING	14.95
	4/22/24	DA PT(56ROLLS)/RS CUTLERY(	GENERAL FUND	PLANNING & ZONING	41.15
	4/22/24	AS STICKY NTS/P&Z PT(56ROL	GENERAL FUND	PLANNING & ZONING	22.74
	4/22/24	AS STICKY NTS/P&Z PT(56ROL	GENERAL FUND	PLANNING & ZONING	8.99
	4/22/24	AS STICKY NTS/P&Z PT(56ROL	GENERAL FUND	PLANNING & ZONING	27.77
	4/22/24	MOUSE/HIGHLIGHTERS/SITCKY	GENERAL FUND	PLANNING & ZONING	7.99
	4/22/24	MB PROCESSED STAMP (1)	GENERAL FUND	CITY HALL	18.18
	4/22/24	WHITE BRD(1),FILE ORG(2),S	GENERAL FUND	CITY HALL	9.99
	4/22/24	WHITE BRD(1),FILE ORG(2),S	GENERAL FUND	CITY HALL	19.98
	4/22/24	WHITE BRD(1),FILE ORG(2),S	GENERAL FUND	CITY HALL	8.99
	4/22/24	WHITE BRD(1),FILE ORG(2),S	GENERAL FUND	CITY HALL	10.35
	4/22/24	BA DESKTOP FILE SORTER (1)	GENERAL FUND	CITY HALL	10.59
	4/22/24	FIN ORANGE PAPER(1PK)	GENERAL FUND	CITY HALL	17.51
	4/22/24	MOUSE/HIGHLIGHTERS/SITCKY	GENERAL FUND	CITY HALL	9.92
	4/22/24	PD MINI SLIDE HOLSTER (4)	GENERAL FUND	POLICE DEPARTMENT	222.19
				TOTAL:	670.48
AMERICAN EXPRESS - MERCH FEES	4/05/24	MAR2024 AMEX TRANSACTION F	GENERAL FUND	CITY HALL	130.85
				TOTAL:	130.85
ANDERSON TRUCK EQUIPMENT	4/30/24	PW #33 FLATBED/CHASSIS	GENERAL FUND	STREETS & TRANSPORT	1,350.00
				TOTAL:	1,350.00
APPLE VALLEY WASTE	4/22/24	PW YARD WASTE FEB 24	GENERAL FUND	STREETS & TRANSPORT	188.46
				TOTAL:	188.46
AUTO ZONE	4/22/24	PD #9 LIGHT BULBS	GENERAL FUND	POLICE DEPARTMENT	52.79
	4/22/24	PD #14 TIE RODS (1)	GENERAL FUND	POLICE DEPARTMENT	56.98
	4/22/24	PD #5 WIPER ARM (1)	GENERAL FUND	POLICE DEPARTMENT	26.98
	4/22/24	PD #8 HEAT EPOSY FIX LEAK	GENERAL FUND	POLICE DEPARTMENT	10.07
	4/22/24	PW SHOP MINI FUSES (2)	GENERAL FUND	STREETS & TRANSPORT	9.74
	4/22/24	PW #33 WIRE CONDUIT(2)	GENERAL FUND	STREETS & TRANSPORT	10.18
	4/22/24	PW TIE ROD TOOL(1)	GENERAL FUND	STREETS & TRANSPORT	95.00
	4/22/24	PW #33 BLAZER STOP LIGHT(2	GENERAL FUND	STREETS & TRANSPORT	38.78
	4/22/24	PW BOBCAT 5850 OIL(2)	GENERAL FUND	STREETS & TRANSPORT	80.69
	4/22/24	PW SHOP CLEARWELD(1)	GENERAL FUND	STREETS & TRANSPORT	2.88
	4/22/24	PW SHOP OIL FILTER STRAP(1	GENERAL FUND	STREETS & TRANSPORT	13.94
				TOTAL:	398.03
AXON ENTERPRISE INC	4/18/24	PD BODY CAMERAS(5)	GENERAL FUND	POLICE DEPARTMENT	649.25
	4/18/24	PD BODY CAMERAS(5)	GENERAL FUND	POLICE DEPARTMENT	169.80
	4/18/24	PD BODY CAMERAS(5)	GENERAL FUND	POLICE DEPARTMENT	4,419.66
	4/18/24	PD BODY CAMERAS(5)	GENERAL FUND	POLICE DEPARTMENT	3,447.60
	4/18/24	PD BODY CAMERAS(5)	GENERAL FUND	POLICE DEPARTMENT	1,106.70
	4/18/24	PD BODY CAMERAS(5)	GENERAL FUND	POLICE DEPARTMENT	1,170.00
	4/18/24	PD BODY CAMERAS(5)	GENERAL FUND	POLICE DEPARTMENT	2,005.31
				TOTAL:	12,968.32
BCN TELECOM INC	4/18/24	INTERENET APR 24	GENERAL FUND	CITY HALL	511.51
	4/18/24	INTERENET APR 24	GENERAL FUND	POLICE DEPARTMENT	161.90
	4/18/24	INTERENET APR 24	GENERAL FUND	STREETS & TRANSPORT	149.40
	4/18/24	INTERENET APR 24	PARKS & RECREATION	Parks & Recreation	190.90
	4/18/24	INTERENET APR 24	CONVENTION & VISIT	Convention Visitor Bur	149.40
				TOTAL:	1,163.11

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
BERKELEY COUNTY CHAMBER OF COMMERCE	4/22/24	RS WOMENS CONF 4/11/24	GENERAL FUND	PLANNING & ZONING	80.00
				TOTAL:	80.00
BHI GENERAL CONTRACTING LLC	4/01/24	BLD PM 23-407/23-406 RFND	GENERAL FUND	PLANNING & ZONING	17.50
	4/01/24	BLD PM 23-407/23-406 RFND	GENERAL FUND	PLANNING & ZONING	17.50
				TOTAL:	35.00
BOYS & GIRLS CLUB OF THE EASTERN PANHA	4/25/24	'23 COMMUNITY DISTR AWARD	GENERAL FUND	CONT TO COMMISSIONS	70,000.00
				TOTAL:	70,000.00
BP	4/22/24	LUTMAN FUEL 2/29/24	GENERAL FUND	POLICE DEPARTMENT	43.01
	4/22/24	WATSON FUEL 3/7/24	GENERAL FUND	POLICE DEPARTMENT	53.76
	4/22/24	WATSON FUEL 3/13/2024 #14	GENERAL FUND	POLICE DEPARTMENT	49.40
	4/22/24	WATSON FUEL 3/28/24 #14	GENERAL FUND	POLICE DEPARTMENT	49.06
	4/22/24	ROBERTS FUEL 2/29/24	GENERAL FUND	POLICE DEPARTMENT	25.00
	4/22/24	ROBERTS FUEL 3/6/24	GENERAL FUND	POLICE DEPARTMENT	26.00
	4/22/24	ROBERTS FUEL 3/12/24	GENERAL FUND	POLICE DEPARTMENT	23.00
	4/22/24	ROBERTS FUEL 3/18/24	GENERAL FUND	POLICE DEPARTMENT	25.00
	4/22/24	ROBERTS FUEL 3/20/24	GENERAL FUND	POLICE DEPARTMENT	27.00
	4/22/24	ROBERTS FUEL 3/26/24	GENERAL FUND	POLICE DEPARTMENT	26.00
	4/22/24	SWARTZ FUEL 2/29/24	GENERAL FUND	POLICE DEPARTMENT	59.72
	4/22/24	SWARTZ FUEL 3/6/24	GENERAL FUND	POLICE DEPARTMENT	59.45
	4/22/24	SWARTZ FUEL 3/13/24	GENERAL FUND	POLICE DEPARTMENT	52.42
	4/22/24	SWARTZ FUEL 3/15/24	GENERAL FUND	POLICE DEPARTMENT	54.55
	4/22/24	SWARTZ FUEL 3/22/24	GENERAL FUND	POLICE DEPARTMENT	55.44
	4/22/24	BLACK FUEL 3/9/24	GENERAL FUND	POLICE DEPARTMENT	34.58
	4/22/24	BLACK FUEL 3/16/24	GENERAL FUND	POLICE DEPARTMENT	37.03
	4/22/24	BLACK FUEL 3/19/24	GENERAL FUND	POLICE DEPARTMENT	40.86
	4/22/24	BLACK FUEL 3/25/24	GENERAL FUND	POLICE DEPARTMENT	43.81
	4/22/24	HOOD FUEL 3/28/24	GENERAL FUND	POLICE DEPARTMENT	42.72
	4/22/24	NORRIS FUEL 3/20/24	GENERAL FUND	POLICE DEPARTMENT	29.49
	4/22/24	NORRIS FUEL 3/22/24	GENERAL FUND	POLICE DEPARTMENT	38.65
	4/22/24	LUTMAN FUEL 3/12/24	GENERAL FUND	POLICE DEPARTMENT	49.05
	4/22/24	LUTMAN FUEL 3/21/24	GENERAL FUND	POLICE DEPARTMENT	49.16
	4/22/24	LUTMAN FUEL 3/28/24	GENERAL FUND	POLICE DEPARTMENT	49.37
	4/22/24	MCBRIDE FUEL 3/13/24	GENERAL FUND	POLICE DEPARTMENT	45.00
	4/22/24	PALMER FUEL 3/20/24	GENERAL FUND	POLICE DEPARTMENT	50.40
	4/22/24	PALMER FUEL 3/22/24	GENERAL FUND	POLICE DEPARTMENT	49.30
	4/22/24	PALMER FUEL 3/23/24	GENERAL FUND	POLICE DEPARTMENT	47.78
	4/22/24	PALMER FUEL 3/27/24	GENERAL FUND	POLICE DEPARTMENT	47.05
	4/22/24	T COOK FUEL #15 3/26/24	GENERAL FUND	STREETS & TRANSPORT	88.61
				TOTAL:	1,371.67
BREANNA ANDREWS	4/30/24	MAY 24 MFOA CONF PER DIEM	GENERAL FUND	CITY HALL	132.50
				TOTAL:	132.50
BREAST AND BODY HEALTH, INC	4/19/24	2024 MINI GRANT	GENERAL FUND	CONT TO COMMISSIONS	3,500.00
				TOTAL:	3,500.00
BREEZY HR INC	4/22/24	HR CONSULTING 3/20-4/20/24	GENERAL FUND	CITY ADMINISTRATION	189.00
				TOTAL:	189.00
BUREAU FOR CHILD SUPPORT ENFORCEMENT	4/12/24	# 438446	GENERAL FUND	NON-DEPARTMENTAL	164.77
	4/29/24	# 438446	GENERAL FUND	NON-DEPARTMENTAL	164.77
	4/12/24	CASE ID #455252	GENERAL FUND	NON-DEPARTMENTAL	198.00
	4/29/24	CASE ID #455252	GENERAL FUND	NON-DEPARTMENTAL	198.00

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
				TOTAL:	725.54
BURR PARK LIBERTY	4/22/24	LYNCH FUEL 3/12/24	GENERAL FUND	POLICE DEPARTMENT	41.63
				TOTAL:	41.63
CARTER MACHINERY COMPANY, INC	4/22/24	LOADER FILTERS/ELEMENTS	GENERAL FUND	STREETS & TRANSPORT	130.99
	4/16/24	PW CAT 420 BACKHOE PARTS	GENERAL FUND	STREETS & TRANSPORT	4.06
	4/16/24	PW CAT 420 BACKHOE PARTS	GENERAL FUND	STREETS & TRANSPORT	135.59
	4/16/24	PW CAT 420 BACKHOE PARTS	GENERAL FUND	STREETS & TRANSPORT	110.21
				TOTAL:	380.85
CERTIFIED TRAINING INSTITUTE	4/22/24	TC PESTICIDE TRNG 3/12/24	GENERAL FUND	STREETS & TRANSPORT	149.00
	4/22/24	RH RIGHT OF WAY RECERT 3/1	GENERAL FUND	STREETS & TRANSPORT	149.00
				TOTAL:	298.00
CHARLES TOWN UTILITIES GENERAL FUND	4/22/24	WATER 1/15-2/15/24	GENERAL FUND	CITY HALL	158.72
	4/22/24	WATER 1/15-2/15/24	GENERAL FUND	POLICE DEPARTMENT	315.84
	4/22/24	WATER 1/15-2/15/24	GENERAL FUND	STREETS & TRANSPORT	236.20
	4/22/24	WATER 1/15-2/15/24	GENERAL FUND	STREETS & TRANSPORT	55.41
	4/22/24	WATER 1/15-2/15/24	GENERAL FUND	STREET LIGHTS	55.41
	4/22/24	CC/LANCE SLUSH WATER 1/15-	PARKS & RECREATION	Parks & Recreation	334.86
	4/22/24	CC/LANCE SLUSH WATER 1/15-	PARKS & RECREATION	Parks & Recreation	55.41
	4/22/24	MF SEWER 1/25-2/25/24	PARKS & RECREATION	Parks & Recreation	34.90
	4/22/24	CVB WATER 1/15-2/15/24	CONVENTION & VISIT	Convention Visitor Bur	55.41
				TOTAL:	1,302.16
CHATGPT SUBSCRIPTION	4/22/24	WILT OPEN AI SUB MAR 2024	GENERAL FUND	CITY ADMINISTRATION	21.40
				TOTAL:	21.40
COMPLETE DOCUMENT SOLUTIONS, CENTRAL P	4/22/24	CH COPY CONT/OVRGS	GENERAL FUND	CITY HALL	31.50
	4/22/24	CH COPY CONT/OVRGS	GENERAL FUND	CITY HALL	722.43
	4/22/24	CH COPY CONT/OVRGS	GENERAL FUND	CITY HALL	31.50
	4/22/24	CH COPY CONT/OVRGS	GENERAL FUND	CITY HALL	374.19
	4/22/24	PD COPY OVRG 1/31-2/28/24	GENERAL FUND	POLICE DEPARTMENT	17.49
	4/22/24	PW COPY OVRG 2/1-29/24	GENERAL FUND	STREETS & TRANSPORT	9.75
	4/22/24	CC COPY CONT MAR24/OV FEB	PARKS & RECREATION	Parks & Recreation	16.54
	4/22/24	CC COPY CONT MAR24/OV FEB	PARKS & RECREATION	Parks & Recreation	22.06
	4/22/24	CVB COPY CONT/OVRGS	CONVENTION & VISIT	Convention Visitor Bur	12.60
	4/22/24	CVB COPY CONT/OVRGS	CONVENTION & VISIT	Convention Visitor Bur	24.97
				TOTAL:	1,263.03
CONSTANT CONTACT	4/22/24	EMAIL ADS 2/24-3/24/24	CONVENTION & VISIT	Convention Visitor Bur	110.00
				TOTAL:	110.00
CORPORATION OF RANSON	4/09/24	FY24 Q2 INTERNAL INVOICE	CAPITAL IMPROVEMEN	NON-DEPARTMENTAL	2,078.65
	4/29/24	FY24 Q3 INTERNAL INVOICE	CAPITAL IMPROVEMEN	NON-DEPARTMENTAL	1,091.35
				TOTAL:	3,170.00
CREAMERS TIRE & AUTO SERVICE CENTER	4/22/24	PD #6 TIRE PATCH	GENERAL FUND	POLICE DEPARTMENT	31.25
				TOTAL:	31.25
CRUTCHFIELD.COM	4/22/24	DRONETAG BEACON GEN 2 (1)	GENERAL FUND	POLICE DEPARTMENT	213.80
				TOTAL:	213.80
DECATUR ELECTRONICS LLC	4/22/24	G2S RADAR REMOTE (1)	GENERAL FUND	POLICE DEPARTMENT	240.00
				TOTAL:	240.00

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
DEPARTMENT OF TAX & REVENUE	4/01/24	WV State Withholding	GENERAL FUND	NON-DEPARTMENTAL	3,544.00
	4/01/24	WV State Withholding	GENERAL FUND	NON-DEPARTMENTAL	26.00
	4/01/24	WV State Withholding	GENERAL FUND	NON-DEPARTMENTAL	3,806.00
	4/01/24	WV State Withholding	GENERAL FUND	NON-DEPARTMENTAL	15.00
	4/01/24	WV State Withholding	GENERAL FUND	NON-DEPARTMENTAL	85.00
	4/01/24	WV State Withholding	GENERAL FUND	NON-DEPARTMENTAL	4,602.00
				TOTAL:	12,078.00
DIGITAL DOCUMENT SOLUTIONS	4/22/24	P&Z/PW PLOTTER(SPLIT COST)	GENERAL FUND	PLANNING & ZONING	1,639.00
	4/22/24	P&Z/PW PLOTTER(SPLIT COST)	GENERAL FUND	STREETS & TRANSPORT	1,639.00
				TOTAL:	3,278.00
DOLLAR GENERAL STORE	4/22/24	9V BATTERY IPK /LIGHT BULB	GENERAL FUND	POLICE DEPARTMENT	6.42
				TOTAL:	6.42
EAST MOUNTAIN HEALTH PHYSICIANS INC	4/23/24	LANCASTER PHYSICAL	GENERAL FUND	POLICE DEPARTMENT	248.50
				TOTAL:	248.50
ETS CORPORATION	4/02/24	MAR2024 MERCH FEES - CITY	GENERAL FUND	CITY HALL	169.13
	4/02/24	MAR2024 MERCH FEES - MGO C	GENERAL FUND	CITY HALL	3,665.93
				TOTAL:	3,835.06
EXECUTIVE EMERGENCY LIGHTING LLC	4/22/24	REPLACE SPEAKER (1) #21	GENERAL FUND	POLICE DEPARTMENT	109.00
				TOTAL:	109.00
FACEBOOK	4/22/24	SOCIAL MEDIA ADS	CONVENTION & VISIT	Convention Visitor Bur	35.00
	4/22/24	CS/FEST 24 AD 1/29-2/24/24	CONVENTION & VISIT	Convention Visitor Bur	181.40
				TOTAL:	216.40
FEDERAL AVIATION ADMINISTRATION	4/22/24	BLACK 3YR DRONE REGISTRATI	GENERAL FUND	POLICE DEPARTMENT	5.00
				TOTAL:	5.00
FIRE SAFETY EQUIPMENT SUPPLY	4/22/24	EXTINGISHERS CHECK UP	GENERAL FUND	CITY HALL	119.00
	4/22/24	EXTINGISHERS CHECK UP	GENERAL FUND	CITY HALL	287.00
	4/22/24	EXTINGISHERS CHECK UP	GENERAL FUND	CITY HALL	20.00
	4/22/24	EXTINGISHERS CHECK UP	GENERAL FUND	POLICE DEPARTMENT	28.00
	4/22/24	EXTINGISHERS CHECK UP	GENERAL FUND	POLICE DEPARTMENT	20.00
	4/22/24	EXTINGISHERS CHECK UP	GENERAL FUND	STREETS & TRANSPORT	196.00
	4/22/24	EXTINGISHERS CHECK UP	GENERAL FUND	STREETS & TRANSPORT	48.00
	4/22/24	EXTINGISHERS CHECK UP	GENERAL FUND	STREETS & TRANSPORT	20.00
	4/22/24	EXTINGISHERS CHECK UP	GENERAL FUND	STREETS & TRANSPORT	160.00
	4/22/24	EXTINGISHERS CHECK UP	GENERAL FUND	STREETS & TRANSPORT	20.00
	4/22/24	EXTINGISHERS CHECK UP	GENERAL FUND	STREETS & TRANSPORT	20.00
	4/22/24	EXTINGISHERS CHECK UP	GENERAL FUND	STREETS & TRANSPORT	3.00
	4/22/24	EXTINGISHERS CHECK UP	GENERAL FUND	STREETS & TRANSPORT	67.00
	4/22/24	EXTINGISHERS CHECK UP	PARKS & RECREATION	Parks & Recreation	166.00
	4/22/24	EXTINGISHERS CHECK UP	PARKS & RECREATION	Parks & Recreation	35.00
	4/22/24	EXTINGISHERS CHECK UP	PARKS & RECREATION	Parks & Recreation	75.00
	4/22/24	EXTINGISHERS CHECK UP	PARKS & RECREATION	Parks & Recreation	20.00
	4/22/24	EXTINGISHERS CHECK UP	CONVENTION & VISIT	Convention Visitor Bur	64.00
	4/22/24	EXTINGISHERS CHECK UP	CONVENTION & VISIT	Convention Visitor Bur	20.00
				TOTAL:	1,388.00
FISHER AUTO PARTS INC	4/22/24	PD #4 ROTOR/DRUM (2)/BRK S	GENERAL FUND	POLICE DEPARTMENT	90.96
	4/22/24	PD #4 ROTOR/DRUM (2)/BRK S	GENERAL FUND	POLICE DEPARTMENT	52.45
	4/22/24	PD #14 BRK SET(2)/ROTOR/DR	GENERAL FUND	POLICE DEPARTMENT	135.76

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	4/22/24	PD #14 BRK SET(2)/ROTOR/DR	GENERAL FUND	POLICE DEPARTMENT	214.94
	4/22/24	PD#5 BRK SET(2) ROTOR/DRUM	GENERAL FUND	POLICE DEPARTMENT	344.70
	4/22/24	PD #5 BRAKE CALIPER PIN (1	GENERAL FUND	POLICE DEPARTMENT	8.44
	4/22/24	PW SHOP FUEL LINE	GENERAL FUND	STREETS & TRANSPORT	25.60
				TOTAL:	872.85
FOREMOST PROMOTIONS/PROMOTIONS NOW	4/22/24	PD RAN FEST 2024 ITEMS	GENERAL FUND	POLICE DEPARTMENT	298.00
	4/22/24	PD RAN FEST 2024 ITEMS	GENERAL FUND	POLICE DEPARTMENT	125.00
	4/22/24	PD RAN FEST 2024 ITEMS	GENERAL FUND	POLICE DEPARTMENT	214.92
	4/22/24	PD TAX REFUND	GENERAL FUND	POLICE DEPARTMENT	27.50-
				TOTAL:	610.42
FRONTIER	4/09/24	CH FIRE ALARM APR 24	GENERAL FUND	CITY HALL	118.19
	4/09/24	CH FAX LINE APR 24	GENERAL FUND	CITY HALL	124.46
	4/18/24	CH ELEVATOR LINE APR 24	GENERAL FUND	CITY HALL	79.24
	4/23/24	TRIFECTA PL ALARM APR 24	GENERAL FUND	CITY HALL	148.56
	4/09/24	PD FAX MAR 24	GENERAL FUND	POLICE DEPARTMENT	165.40
	4/23/24	PD FAX APR 24	GENERAL FUND	POLICE DEPARTMENT	165.90
				TOTAL:	801.75
GALLS INC	4/22/24	PD SRVNG SINCE BLK LETTERS	GENERAL FUND	POLICE DEPARTMENT	50.82
	4/22/24	PD BRASS NAMEPLATE (1)	GENERAL FUND	POLICE DEPARTMENT	12.16
				TOTAL:	62.98
GILL BROS	4/22/24	BLACK FURL 3/5/24	GENERAL FUND	POLICE DEPARTMENT	36.13
				TOTAL:	36.13
GUTTMAN OIL	4/05/24	FUEL 3/25-31/24	GENERAL FUND	PLANNING & ZONING	50.44
	4/05/24	FUEL 3/18-24/24	GENERAL FUND	POLICE DEPARTMENT	39.40
	4/05/24	FUEL 3/18-24/24	GENERAL FUND	STREETS & TRANSPORT	827.20
	4/05/24	FUEL 3/25-31/24	GENERAL FUND	STREETS & TRANSPORT	195.19
	4/12/24	PW FUEL 4/1-7/24	GENERAL FUND	STREETS & TRANSPORT	372.31
	4/05/24	FUEL 3/18-24/24	PARKS & RECREATION	Parks & Recreation	54.88
	4/05/24	FUEL 3/25-31/24	CONVENTION & VISIT	Convention Visitor Bur	23.79
				TOTAL:	1,563.21
HOME DEPOT	4/22/24	CH DOOR KNOB(2)/EMP ONLY S	GENERAL FUND	CITY HALL	22.94
	4/22/24	CH DOOR KNOB(2)/EMP ONLY S	GENERAL FUND	CITY HALL	12.54
	4/22/24	CH DOOR SWEEPS (2)	GENERAL FUND	CITY HALL	14.93
	4/22/24	CH DOOR CLOSER(1)	GENERAL FUND	CITY HALL	74.91
	4/22/24	PD OFFICE KEY (1)	GENERAL FUND	POLICE DEPARTMENT	3.97
	4/22/24	PW GLOVES (5PK)	GENERAL FUND	STREETS & TRANSPORT	35.85
	4/22/24	PW HSKY TOOL HOLDER/ARM HN	GENERAL FUND	STREETS & TRANSPORT	79.47
	4/22/24	PW SHOP NAILS(2LB)	GENERAL FUND	STREETS & TRANSPORT	13.16
	4/22/24	PW LADDER HOOKS(3)	GENERAL FUND	STREETS & TRANSPORT	52.39
	4/22/24	EPTA STOP REPAIR SUPPL	GENERAL FUND	STREETS & TRANSPORT	59.82
	4/22/24	PW DOWNSPOUTS BLOCK	GENERAL FUND	STREETS & TRANSPORT	5.97
	4/22/24	ST LGHTS CONCRETE BOLTS(4)	GENERAL FUND	STREETS & TRANSPORT	51.80
	4/22/24	PW HANDRAILS SUPPLIES	GENERAL FUND	STREETS & TRANSPORT	301.37
	4/22/24	PW SHELVES SUPPLIES	GENERAL FUND	STREETS & TRANSPORT	202.94
	4/22/24	PW FRAMING SUPPLIES	GENERAL FUND	STREETS & TRANSPORT	686.16
	4/22/24	PW FRAMING SUPPLIES	GENERAL FUND	STREETS & TRANSPORT	320.26
	4/22/24	ST LGHT JUNCTION BOX	GENERAL FUND	STREETS & TRANSPORT	33.91
	4/22/24	PW 2X12X12 BRDS (2)	GENERAL FUND	STREETS & TRANSPORT	54.44
	4/22/24	PW 6X6(3)	GENERAL FUND	STREETS & TRANSPORT	86.04-
	4/22/24	PW FRAMING SUPPLIES	GENERAL FUND	STREETS & TRANSPORT	100.77

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	4/22/24	FSP GRDE STAKES (12PC)/MRK	GENERAL FUND	STREETS & TRANSPORT	45.92
	4/22/24	PW HOOK,WD-40,BLASTER,TIES	GENERAL FUND	STREETS & TRANSPORT	48.98
	4/22/24	HOOKS,STRAPS,TAP&DIE SET	GENERAL FUND	STREETS & TRANSPORT	148.56
	4/22/24	PW SHOP BATT(2PK)/SENSOR(2	GENERAL FUND	STREETS & TRANSPORT	46.85
	4/22/24	PW BLD JOINT HANGERS	GENERAL FUND	STREETS & TRANSPORT	49.92
	4/22/24	PW SEWER SNAKE (1)	GENERAL FUND	STREETS & TRANSPORT	64.40
	4/22/24	STORAGE BIN-PICKLEB NETS	PARKS & RECREATION	Parks & Recreation	103.18
	4/22/24	P&R STORAGE SHELVES (3)	PARKS & RECREATION	Parks & Recreation	209.94
	4/22/24	CC SINK CAULK	PARKS & RECREATION	Parks & Recreation	20.46
	4/22/24	CC ENTER/EXIT LIGHT(2)	PARKS & RECREATION	Parks & Recreation	137.94
				TOTAL:	2,917.71
HOME TEAM PEST DEFENSE	4/22/24	CH PEST CONTROL FEB 24	GENERAL FUND	CITY HALL	273.80
	4/22/24	CH PEST CONTROL MAR 24	GENERAL FUND	CITY HALL	273.80
	4/22/24	PW PEST CONTROLL FEB 24	GENERAL FUND	STREETS & TRANSPORT	79.40
	4/22/24	PW PEST CONTROL MAR 24	GENERAL FUND	STREETS & TRANSPORT	79.40
				TOTAL:	706.40
HOWARD HARDER	4/09/24	PW H HARDER BOOTS	GENERAL FUND	STREETS & TRANSPORT	211.98
				TOTAL:	211.98
INTERNAL REVENUE SERVICE	4/12/24	Federal Withholding	GENERAL FUND	NON-DEPARTMENTAL	8,946.01
	4/08/24	Federal Withholding	GENERAL FUND	NON-DEPARTMENTAL	233.72
	4/29/24	Federal Withholding	GENERAL FUND	NON-DEPARTMENTAL	10,034.16
	4/12/24	Social Security Payable	GENERAL FUND	NON-DEPARTMENTAL	6,719.73
	4/08/24	Social Security Payable	GENERAL FUND	NON-DEPARTMENTAL	133.80
	4/29/24	Social Security Payable	GENERAL FUND	NON-DEPARTMENTAL	7,179.23
	4/12/24	Medicare Payable	GENERAL FUND	NON-DEPARTMENTAL	1,571.56
	4/08/24	Medicare Payable	GENERAL FUND	NON-DEPARTMENTAL	31.29
	4/29/24	Medicare Payable	GENERAL FUND	NON-DEPARTMENTAL	1,678.98
	4/29/24	Social Security Payable	GENERAL FUND	MAYOR'S OFFICE	62.00
	4/29/24	Medicare Payable	GENERAL FUND	MAYOR'S OFFICE	14.50
	4/29/24	Social Security Payable	GENERAL FUND	CITY COUNCIL	310.02
	4/29/24	Medicare Payable	GENERAL FUND	CITY COUNCIL	72.48
	4/12/24	Social Security Payable	GENERAL FUND	CITY ADMINISTRATION	465.51
	4/29/24	Social Security Payable	GENERAL FUND	CITY ADMINISTRATION	465.51
	4/12/24	Medicare Payable	GENERAL FUND	CITY ADMINISTRATION	108.87
	4/29/24	Medicare Payable	GENERAL FUND	CITY ADMINISTRATION	108.87
	4/29/24	Social Security Payable	GENERAL FUND	POLICE JUDGE'S OFFICE	117.80
	4/29/24	Medicare Payable	GENERAL FUND	POLICE JUDGE'S OFFICE	27.55
	4/12/24	Social Security Payable	GENERAL FUND	PLANNING & ZONING	814.36
	4/29/24	Social Security Payable	GENERAL FUND	PLANNING & ZONING	812.75
	4/12/24	Medicare Payable	GENERAL FUND	PLANNING & ZONING	190.46
	4/29/24	Medicare Payable	GENERAL FUND	PLANNING & ZONING	190.08
	4/12/24	Social Security Payable	GENERAL FUND	CITY HALL	615.23
	4/29/24	Social Security Payable	GENERAL FUND	CITY HALL	615.23
	4/12/24	Medicare Payable	GENERAL FUND	CITY HALL	143.88
	4/29/24	Medicare Payable	GENERAL FUND	CITY HALL	143.88
	4/12/24	Social Security Payable	GENERAL FUND	POLICE DEPARTMENT	3,414.55
	4/08/24	Social Security Payable	GENERAL FUND	POLICE DEPARTMENT	133.80
	4/29/24	Social Security Payable	GENERAL FUND	POLICE DEPARTMENT	3,410.57
	4/12/24	Medicare Payable	GENERAL FUND	POLICE DEPARTMENT	798.57
	4/08/24	Medicare Payable	GENERAL FUND	POLICE DEPARTMENT	31.29
	4/29/24	Medicare Payable	GENERAL FUND	POLICE DEPARTMENT	797.63
	4/12/24	Social Security Payable	GENERAL FUND	POLICE SPECIAL DUTY	47.28
	4/29/24	Social Security Payable	GENERAL FUND	POLICE SPECIAL DUTY	23.25

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	4/12/24	Medicare Payable	GENERAL FUND	POLICE SPECIAL DUTY	11.05
	4/29/24	Medicare Payable	GENERAL FUND	POLICE SPECIAL DUTY	5.43
	4/12/24	Social Security Payable	GENERAL FUND	STREETS & TRANSPORT	1,362.80
	4/29/24	Social Security Payable	GENERAL FUND	STREETS & TRANSPORT	1,362.10
	4/12/24	Medicare Payable	GENERAL FUND	STREETS & TRANSPORT	318.73
	4/29/24	Medicare Payable	GENERAL FUND	STREETS & TRANSPORT	318.56
				TOTAL:	53,843.07
INTERNATIONAL CODE COUNCIL	4/22/24	COULTER CODE CYCLE CLASS	GENERAL FUND	PLANNING & ZONING	160.00
	4/22/24	COULTER NEW CONCRETE BK	GENERAL FUND	PLANNING & ZONING	77.50
				TOTAL:	237.50
INWOOD QUARRY, INC..	4/16/24	CRUSHED STONE 4/8/24	GENERAL FUND	STREETS & TRANSPORT	2,467.54
				TOTAL:	2,467.54
JACQUELINE C SHADLE, COUNTY CLERK	4/09/24	DEED BK 3/7&3/28	GENERAL FUND	PLANNING & ZONING	1.50
	4/09/24	DEED BK 3/7&3/28	GENERAL FUND	PLANNING & ZONING	2.50
				TOTAL:	4.00
JEFFERSON COUNTY CHAMBER OF COMMERCE,	4/22/24	DA CHAMBER COMM MTG 3/28/2	GENERAL FUND	CITY ADMINISTRATION	20.00
	4/22/24	BA CHAMBER MTG MAR 24	GENERAL FUND	PLANNING & ZONING	20.00
	4/22/24	RS CHAMBER MTG MAR 24	GENERAL FUND	PLANNING & ZONING	20.00
				TOTAL:	60.00
JEFFERSON COUNTY EMERGENCY COMMUNICATI	4/05/24	CAD/MOBILE 12/6/23-1/5/24	GENERAL FUND	POLICE DEPARTMENT	353.36
				TOTAL:	353.36
JEFFERSON COUNTY SOLID WASTE AUTHORITY	4/09/24	PW/FF SPRG PKWY CLNUP	GENERAL FUND	STREETS & TRANSPORT	20.00
	4/09/24	PW/FF SPRG PKWY CLNUP	GENERAL FUND	STREETS & TRANSPORT	7.31
	4/09/24	PW/FF SPRG PKWY CLNUP	GENERAL FUND	STREETS & TRANSPORT	29.25
	4/09/24	PW/FF SPRG PKWY CLNUP	GENERAL FUND	STREETS & TRANSPORT	20.31
	4/09/24	PW/FF SPRG PKWY CLNUP	GENERAL FUND	STREETS & TRANSPORT	40.00
	4/09/24	PW/FF SPRG PKWY CLNUP	GENERAL FUND	STREETS & TRANSPORT	15.00
				TOTAL:	131.87
JEFFERSON COUNTY BOARD OF HEALTH	4/22/24	CS/FEST PRMT 6/1/24	CONVENTION & VISIT	Convention Visitor Bur	62.39
				TOTAL:	62.39
JEFFERSON PUBLISHING CO. INC	4/22/24	P&Z BLD COMM OPENING 3/6/2	GENERAL FUND	PLANNING & ZONING	33.74
	4/22/24	P&Z BZA OPENING 3/6/24	GENERAL FUND	PLANNING & ZONING	40.30
	4/22/24	P&Z NPH WAWA 3/13	GENERAL FUND	PLANNING & ZONING	46.86
	4/22/24	NPH BRIAR RUN VI-B PLAT3/1	GENERAL FUND	PLANNING & ZONING	45.22
	4/22/24	P&Z BLD CODE APL BRD OPENI	GENERAL FUND	PLANNING & ZONING	43.58
	4/22/24	P&Z BZA OPENING 3/13	GENERAL FUND	PLANNING & ZONING	40.30
	4/22/24	NPH COMP PLAN 2023-2033 3/	GENERAL FUND	CITY HALL	38.66
	4/22/24	3/13 AD-PROP SALE BIDS	GENERAL FUND	CITY HALL	27.18
	4/22/24	CVB BOARD OPENING 3/6/24	CONVENTION & VISIT	Convention Visitor Bur	50.14
				TOTAL:	365.98
JEFFERSON SECURITY BANK	4/12/24	Christmas Club	GENERAL FUND	NON-DEPARTMENTAL	690.00
	4/29/24	Christmas Club	GENERAL FUND	NON-DEPARTMENTAL	690.00
				TOTAL:	1,380.00
JOHN HANCOCK	4/12/24	457b payment	GENERAL FUND	NON-DEPARTMENTAL	8,589.34
	4/29/24	457b payment	GENERAL FUND	NON-DEPARTMENTAL	8,589.34
	4/12/24	Ret OVT Contribution	GENERAL FUND	NON-DEPARTMENTAL	112.88

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	4/29/24	Ret OVT Contribution	GENERAL FUND	NON-DEPARTMENTAL	99.43
	4/12/24	ROTH 457b Payment	GENERAL FUND	NON-DEPARTMENTAL	615.10
	4/29/24	ROTH 457b Payment	GENERAL FUND	NON-DEPARTMENTAL	615.10
	4/12/24	401a Payment	GENERAL FUND	CITY ADMINISTRATION	359.68
	4/29/24	401a Payment	GENERAL FUND	CITY ADMINISTRATION	359.68
	4/12/24	457b payment	GENERAL FUND	CITY ADMINISTRATION	359.68
	4/29/24	457b payment	GENERAL FUND	CITY ADMINISTRATION	359.68
	4/12/24	401a Payment	GENERAL FUND	PLANNING & ZONING	635.65
	4/29/24	401a Payment	GENERAL FUND	PLANNING & ZONING	635.65
	4/12/24	457b payment	GENERAL FUND	PLANNING & ZONING	494.59
	4/29/24	457b payment	GENERAL FUND	PLANNING & ZONING	494.59
	4/12/24	401a Payment	GENERAL FUND	CITY HALL	477.16
	4/29/24	401a Payment	GENERAL FUND	CITY HALL	477.16
	4/12/24	457b payment	GENERAL FUND	CITY HALL	380.14
	4/29/24	457b payment	GENERAL FUND	CITY HALL	380.14
	4/12/24	401a Payment	GENERAL FUND	POLICE DEPARTMENT	2,563.52
	4/29/24	401a Payment	GENERAL FUND	POLICE DEPARTMENT	2,563.52
	4/12/24	457b payment	GENERAL FUND	POLICE DEPARTMENT	2,323.74
	4/29/24	457b payment	GENERAL FUND	POLICE DEPARTMENT	2,323.74
	4/12/24	401a Payment	GENERAL FUND	STREETS & TRANSPORT	1,072.35
	4/29/24	401a Payment	GENERAL FUND	STREETS & TRANSPORT	1,072.35
	4/12/24	457b payment	GENERAL FUND	STREETS & TRANSPORT	911.29
	4/29/24	457b payment	GENERAL FUND	STREETS & TRANSPORT	911.29
				TOTAL:	37,776.79
JSN WELDING	4/22/24	PW FUEL TANK#33 BRACKET RE	GENERAL FUND	STREETS & TRANSPORT	486.00
				TOTAL:	486.00
JUDD FIRE PROTECTION LLC	4/22/24	TRIFECTA PL SPRINKLER RPR	GENERAL FUND	CITY HALL	1,070.00
				TOTAL:	1,070.00
KEN SUITS	4/18/24	KS 24 TOURISM SUMMIT REIM	GENERAL FUND	CITY COUNCIL	74.73
				TOTAL:	74.73
KIMLEY - HORN AND ASSOCIATES INC.	4/23/24	PLAN/PERMIT RV MAR 24	GENERAL FUND	PLANNING & ZONING	9,093.92
				TOTAL:	9,093.92
KOHL'S	4/22/24	CUSTER SUIT FOR FEDERAL CT	GENERAL FUND	POLICE DEPARTMENT	294.83
				TOTAL:	294.83
LEAF	4/16/24	1&3 FLR COPIER APR 24	GENERAL FUND	CITY HALL	223.00
	4/30/24	P&Z COPIER APR 24	GENERAL FUND	CITY HALL	129.00
	4/16/24	PW COPIER MAR 24	GENERAL FUND	STREETS & TRANSPORT	123.00
				TOTAL:	475.00
LINCOLN FINANCIAL GROUP	4/03/24	4/24 LINCOLN	GENERAL FUND	CITY ADMINISTRATION	163.77
	4/03/24	4/24 LINCOLN	GENERAL FUND	PLANNING & ZONING	240.27
	4/03/24	4/24 LINCOLN	GENERAL FUND	CITY HALL	251.81
	4/03/24	4/24 LINCOLN	GENERAL FUND	POLICE DEPARTMENT	1,293.30
	4/03/24	4/24 LINCOLN	GENERAL FUND	STREETS & TRANSPORT	536.48
	4/03/24	4/24 LINCOLN	PARKS & RECREATION	Parks & Recreation	33.57
	4/03/24	4/24 LINCOLN	CONVENTION & VISIT	Convention Visitor Bur	107.71
				TOTAL:	2,626.91
LINDE GAS & EQUIPMENT INC	4/22/24	PW CUTTING TORCH TIP	GENERAL FUND	STREETS & TRANSPORT	208.01
				TOTAL:	208.01

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
MATTHEW W. ANDERSON, PE, PLLC	4/23/24	SITE INSPECTIONS 4/19/24	GENERAL FUND	PLANNING & ZONING	500.00
				TOTAL:	500.00
MI DEGOLLADO II LLC	4/22/24	REST WK VIDEO MEAL 2/29/24	CONVENTION & VISIT	Convention Visitor Bur	31.59
				TOTAL:	31.59
MIDWEST MOTOR SUPPLY	4/16/24	PW SHOP FLAT WASHERS(300.	GENERAL FUND	STREETS & TRANSPORT	107.00
	4/16/24	PROMAX GREEN PAINT (1)	GENERAL FUND	STREETS & TRANSPORT	20.63
				TOTAL:	127.63
MILLERS SUPPLIES AT WORK	4/22/24	2023 STALE PCARD CR POSTIN	GENERAL FUND	CITY HALL	217.00
	4/22/24	CH WATER BOTTLE CREDIT 1/2	GENERAL FUND	CITY HALL	72.00-
	4/22/24	PD WATER BOTTLE CREDIT (10	GENERAL FUND	POLICE DEPARTMENT	71.00-
	4/22/24	ST WATER BOTTLE DEPOSIT CR	GENERAL FUND	STREETS & TRANSPORT	66.00-
	4/22/24	PW WATER BOTTLE CREDIT (1)	GENERAL FUND	STREETS & TRANSPORT	8.00-
				TOTAL:	0.00
MXCOCINA	4/22/24	REST WK VIDEO MEAL 2/29/24	CONVENTION & VISIT	Convention Visitor Bur	33.80
				TOTAL:	33.80
NAPA AUTO PARTS	4/22/24	PW SHOP SUPER CLEAN CLEANE	GENERAL FUND	STREETS & TRANSPORT	33.99
	4/22/24	PW 5WX30 OIL REFUND	GENERAL FUND	STREETS & TRANSPORT	22.00-
	4/22/24	PW ROLLER RELAY FUEL LINE	GENERAL FUND	STREETS & TRANSPORT	45.45
	4/22/24	PW SHOP CV JNT BOOT TOOL(1	GENERAL FUND	STREETS & TRANSPORT	47.18
	4/22/24	PW #33 FUEL LINE	GENERAL FUND	STREETS & TRANSPORT	33.94
	4/22/24	PW #33 FILLER NECK	GENERAL FUND	STREETS & TRANSPORT	57.11
	4/22/24	PW#33 NECK HOSE	GENERAL FUND	STREETS & TRANSPORT	5.67
	4/22/24	PW SHOP HEADLIGHTS(20)	GENERAL FUND	STREETS & TRANSPORT	71.48
	4/22/24	PW #4 IGNITION COIL (1)	GENERAL FUND	STREETS & TRANSPORT	52.96
				TOTAL:	325.78
ORACLE ELEVATOR HOLDCO, INC	4/22/24	CH ELEV MAINT FEB 24	GENERAL FUND	CITY HALL	149.71
	4/22/24	CH ELEV MAINT MAR 24	GENERAL FUND	CITY HALL	149.71
	4/16/24	CH ELEV MAINT APR 24	GENERAL FUND	CITY HALL	155.35
				TOTAL:	454.77
PANHANDLE PAINTS	4/22/24	CH PAINT (1)	GENERAL FUND	CITY HALL	55.65
				TOTAL:	55.65
PANNIER	4/22/24	CVB HISTORIC SIGNS (50% DE	CONVENTION & VISIT	Convention Visitor Bur	402.50
				TOTAL:	402.50
PANSCH INVESTIGATIONS LLC	4/05/24	PRE-EMP POLY EXAM	GENERAL FUND	POLICE DEPARTMENT	300.00
				TOTAL:	300.00
PAYMENTECH - MERCH FEES	4/03/24	MAR2024 TYLER CITY CC FEES	GENERAL FUND	CITY HALL	939.86
				TOTAL:	939.86
PEIA	4/03/24	4/24 PEIA INVOICE	GENERAL FUND	CITY ADMINISTRATION	2,500.50
	4/03/24	4/24 PEIA INVOICE	GENERAL FUND	PLANNING & ZONING	4,686.90
	4/03/24	4/24 PEIA INVOICE	GENERAL FUND	CITY HALL	3,149.92
	4/03/24	4/24 PEIA INVOICE	GENERAL FUND	POLICE DEPARTMENT	20,572.60
	4/03/24	4/24 PEIA INVOICE	GENERAL FUND	STREETS & TRANSPORT	10,730.82
	4/03/24	4/24 PEIA INVOICE	PARKS & RECREATION	Parks & Recreation	1,965.42
	4/03/24	4/24 PEIA INVOICE	CONVENTION & VISIT	Convention Visitor Bur	1,962.96
				TOTAL:	45,569.12

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
PILOT	4/22/24	HAWKINS FUEL #35 3/1/24	GENERAL FUND	STREETS & TRANSPORT	100.00
				TOTAL:	100.00
PITNEY BOWES PURCHASE POWER	4/23/24	POSTAGE 3/19/2024	GENERAL FUND	CITY HALL	503.50
				TOTAL:	503.50
POSITIVE PROMOTIONS	4/22/24	2018 STALE PCARD CR POSTIN	GENERAL FUND	CITY HALL	119.95
	4/22/24	PD REFUND TRICK OR TREAT B	GENERAL FUND	POLICE DEPARTMENT	119.95-
				TOTAL:	0.00
POTOMAC EDISON	4/05/24	ELE FEB 24	GENERAL FUND	CITY HALL	915.36
	4/09/24	FF BLVD 111 ELE MAR 24	GENERAL FUND	CITY HALL	91.39
	4/05/24	ELE FEB 24	GENERAL FUND	POLICE DEPARTMENT	863.36
	4/05/24	ELE FEB 24	GENERAL FUND	STREETS & TRANSPORT	321.07
	4/05/24	ELE FEB 24	GENERAL FUND	STREET LIGHTS	9,583.84
	4/05/24	ELE FEB 24	PARKS & RECREATION	Parks & Recreation	1,240.36
	4/05/24	ELE FEB 24	CONVENTION & VISIT	Convention Visitor Bur	243.01
				TOTAL:	13,258.39
PSYCHOLOGICAL CONSULTING, INC	4/09/24	PRE EMP SCREEN WHEAT	GENERAL FUND	POLICE DEPARTMENT	200.00
				TOTAL:	200.00
PULLIN, FOWLER, FLANAGAN, BROWN & POE	4/01/24	NR DEED LLC FEB 24	GENERAL FUND	CITY HALL	2,768.24
	4/23/24	NR DEED LLC MAR 24	GENERAL FUND	CITY HALL	180.00
				TOTAL:	2,948.24
R&L LANDSCAPES, INC.	4/12/24	LANDSCAPE APR 24	GENERAL FUND	POLICE DEPARTMENT	166.66
	4/12/24	LANDSCAPE APR 24	GENERAL FUND	STREETS & TRANSPORT	8,102.43
	4/12/24	LANDSCAPE APR 24	PARKS & RECREATION	Parks & Recreation	1,475.00
	4/12/24	LANDSCAPE APR 24	CONVENTION & VISIT	Convention Visitor Bur	291.66
				TOTAL:	10,035.75
RANSON BUILDERS CONSORTIUM LLC	4/03/24	FY24 Q3 FSPS FEES	CAPITAL IMPROVEMEN	INVALID DEPARTMENT	117,812.50
				TOTAL:	117,812.50
RANSON POST OFFICE	4/22/24	PD MAILED EVIDENCE TO WVSP	GENERAL FUND	POLICE DEPARTMENT	9.92
				TOTAL:	9.92
RCS SECURITY	4/23/24	4/8/24 FIRE PNL COMM SVCL	GENERAL FUND	CITY HALL	95.00
	4/22/24	CC REPLACED KITCHEN DR BAS	PARKS & RECREATION	Parks & Recreation	65.00
				TOTAL:	160.00
RCS SECURITY & HOME AUDIO	4/22/24	CC FIRE ALARM MONT 3/1-5/3	PARKS & RECREATION	Parks & Recreation	79.56
				TOTAL:	79.56
ROYAL FARMS	4/22/24	JENKINS FUEL 3/27/24	GENERAL FUND	POLICE DEPARTMENT	57.78
				TOTAL:	57.78
RUCKMAN ENGINEERING PLC	4/05/24	CD INSP/PMT RV 3/24-27/24	GENERAL FUND	PLANNING & ZONING	1,250.00
	4/05/24	CD INSP/PMT RV 3/24-27/24	GENERAL FUND	PLANNING & ZONING	6,150.00
	4/09/24	CD INSP/PRMT RV 4/2-4/24	GENERAL FUND	PLANNING & ZONING	1,750.00
	4/09/24	CD INSP/PRMT RV 4/2-4/24	GENERAL FUND	PLANNING & ZONING	3,712.50
	4/18/24	CD INSP/PRMT RV 4/9-11/24	GENERAL FUND	PLANNING & ZONING	1,450.00
	4/18/24	CD INSP/PRMT RV 4/9-11/24	GENERAL FUND	PLANNING & ZONING	2,175.00
				TOTAL:	16,487.50

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
SCPDC	4/05/24	MY GOV MAR 24	GENERAL FUND	PLANNING & ZONING	540.42
				TOTAL:	540.42
SERVICE VALUE GUARANTEED LLC	4/22/24	CH/PW/PD CLEANING SV FEB 2	GENERAL FUND	CITY HALL	2,872.36
	4/22/24	CH/PW/PD CLEANING SV FEB 2	GENERAL FUND	POLICE DEPARTMENT	340.24
	4/22/24	CH/PW/PD CLEANING SV FEB 2	GENERAL FUND	STREETS & TRANSPORT	462.75
	4/22/24	CC CLEANING SV FEB 24	PARKS & RECREATION	Parks & Recreation	1,456.29
	4/22/24	CVB CLEANING SVC FEB 24	CONVENTION & VISIT	Convention Visitor Bur	296.72
				TOTAL:	5,428.36
SHEETZ	4/22/24	PALMER FUEL 2/28/24	GENERAL FUND	POLICE DEPARTMENT	37.76
	4/22/24	HUTCHERSON FUEL 2/28/24	GENERAL FUND	POLICE DEPARTMENT	36.20
	4/22/24	WATSON FUEL 3/22/24 #14	GENERAL FUND	POLICE DEPARTMENT	49.24
	4/22/24	WATSON FUEL 3/25/24 #14	GENERAL FUND	POLICE DEPARTMENT	34.26
	4/22/24	JENKINS FUEL 3/5/24	GENERAL FUND	POLICE DEPARTMENT	47.33
	4/22/24	JENKINS FUEL 3/18/24	GENERAL FUND	POLICE DEPARTMENT	29.14
	4/22/24	JENKINS FUEL 3/23/24	GENERAL FUND	POLICE DEPARTMENT	56.91
	4/22/24	JENKINS FUEL 3/24/24	GENERAL FUND	POLICE DEPARTMENT	44.63
	4/22/24	BLACK FUEL 3/11/24	GENERAL FUND	POLICE DEPARTMENT	41.59
	4/22/24	SIGULINSKY FUEL 3/27/24	GENERAL FUND	POLICE DEPARTMENT	43.00
	4/22/24	PALMER FUEL 2/29/24	GENERAL FUND	POLICE DEPARTMENT	39.70
	4/22/24	PALMER FUEL 3/1/24	GENERAL FUND	POLICE DEPARTMENT	32.51
	4/22/24	PALMER FUEL 3/1/24	GENERAL FUND	POLICE DEPARTMENT	48.04
	4/22/24	PALMER FUEL 3/2/24	GENERAL FUND	POLICE DEPARTMENT	49.15
	4/22/24	PALMER FUEL 3/6/24	GENERAL FUND	POLICE DEPARTMENT	43.30
	4/22/24	PALMER FUEL 3/7/24	GENERAL FUND	POLICE DEPARTMENT	42.79
	4/22/24	PALMER FUEL 3/9/24	GENERAL FUND	POLICE DEPARTMENT	48.21
	4/22/24	PALMER FUEL 3/13/24	GENERAL FUND	POLICE DEPARTMENT	40.46
	4/22/24	PALMER FUEL 3/14/24	GENERAL FUND	POLICE DEPARTMENT	46.69
	4/22/24	PALMER FUEL 3/15/24	GENERAL FUND	POLICE DEPARTMENT	45.28
	4/22/24	PALMER FUEL 3/16/24	GENERAL FUND	POLICE DEPARTMENT	42.34
	4/22/24	HUTCHERSON FUEL 3/3/24	GENERAL FUND	POLICE DEPARTMENT	33.96
	4/22/24	HUTCHERSON FUEL 3/4/24	GENERAL FUND	POLICE DEPARTMENT	41.97
	4/22/24	HUTCHERSON FUEL 3/5/24	GENERAL FUND	POLICE DEPARTMENT	37.27
	4/22/24	HUTCHERSON FUEL 3/6/24	GENERAL FUND	POLICE DEPARTMENT	34.38
	4/22/24	HUTCHERSON FUEL 3/11/24	GENERAL FUND	POLICE DEPARTMENT	32.75
	4/22/24	HUTCHERSON FUEL 3/12/24	GENERAL FUND	POLICE DEPARTMENT	33.72
	4/22/24	HUTCHERSON FUEL 3/17/24	GENERAL FUND	POLICE DEPARTMENT	35.40
	4/22/24	HUTCHERSON FUEL 3/18/24	GENERAL FUND	POLICE DEPARTMENT	31.11
	4/22/24	HUTCHERSON FUEL 3/19/24	GENERAL FUND	POLICE DEPARTMENT	32.06
	4/22/24	HUTCHERSON FUEL 3/20/24	GENERAL FUND	POLICE DEPARTMENT	37.16
	4/22/24	HUTCHERSON FUEL 3/24/24	GENERAL FUND	POLICE DEPARTMENT	34.93
	4/22/24	HUTCHERSON FUEL 3/25/24	GENERAL FUND	POLICE DEPARTMENT	36.08
	4/22/24	HUTCHERSON FUEL 3/26/24	GENERAL FUND	POLICE DEPARTMENT	33.38
	4/22/24	HUTCHERSON FUEL 3/13/24	GENERAL FUND	POLICE DEPARTMENT	34.26
	4/22/24	HUTCHERSON FUEL 3/27/24	GENERAL FUND	POLICE DEPARTMENT	22.37
	4/22/24	B SILVEOUS FUEL 2/28/24	GENERAL FUND	STREETS & TRANSPORT	74.01
	4/22/24	B SILVEOUS FUEL 3/7/24	GENERAL FUND	STREETS & TRANSPORT	94.43
	4/22/24	B SILVEOUS FUEL 3/22/24	GENERAL FUND	STREETS & TRANSPORT	105.75
				TOTAL:	1,683.52
SIGNIFY NORTH AMERICA CORPORATION	4/09/24	N. PORT LIGHTS	CAPITAL IMPROVEMEN	STREETS - PUBLIC WORKS	219.90
	4/09/24	N. PORT LIGHTS	CAPITAL IMPROVEMEN	STREETS - PUBLIC WORKS	60.47
	4/09/24	N. PORT LIGHTS	CAPITAL IMPROVEMEN	STREETS - PUBLIC WORKS	2,229.63
				TOTAL:	2,510.00

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
SIMPLY STAMPS	4/22/24	CDD APRVD STAMP W/DATE	GENERAL FUND	PLANNING & ZONING	70.48
				TOTAL:	70.48
SOCIAL CONNECTION MARKETING	4/22/24	MONTHLY OVERCHARGE 12/21/2	CONVENTION & VISIT	Convention Visitor Bur	500.00-
	4/22/24	CVB WEB/FCBK AD MAINT MAR	CONVENTION & VISIT	Convention Visitor Bur	500.00
	4/22/24	CVB WEB/FCBK AD MAINT MAR	CONVENTION & VISIT	Convention Visitor Bur	250.00
	4/22/24	CVB SPOTLGT VIDEOS RRW(5)	CONVENTION & VISIT	Convention Visitor Bur	2,500.00
	4/22/24	CVB SPOTLGHT VIDEO (1)	CONVENTION & VISIT	Convention Visitor Bur	500.00
				TOTAL:	3,250.00
SOUTHERN STATES	4/22/24	PW OAK BOARDS(18)	GENERAL FUND	STREETS & TRANSPORT	162.00
				TOTAL:	162.00
SPECIALIZED ENGINEERING	4/25/24	FSPT GIS ANLT3/24-4/12/24	CAPITAL IMPROVEMEN	PARKS & REC CAPITAL EX	4,070.00
	4/25/24	FSPT GIS ANLT3/24-4/12/24	CAPITAL IMPROVEMEN	PARKS & REC CAPITAL EX	170.00
				TOTAL:	4,240.00
STAPLES ADVANTAGE	4/22/24	PD PRINTER TONER (1)	GENERAL FUND	POLICE DEPARTMENT	88.99
				TOTAL:	88.99
SUNOCO	4/22/24	WATSON FUEL 3/13/24 #3	GENERAL FUND	POLICE DEPARTMENT	40.02
	4/22/24	WATSON FUEL 3/13/24 #19	GENERAL FUND	POLICE DEPARTMENT	41.26
	4/22/24	JENKINS FUEL 3/12/24	GENERAL FUND	POLICE DEPARTMENT	40.28
	4/22/24	HOOD FUEL 3/8/24	GENERAL FUND	POLICE DEPARTMENT	48.18
	4/22/24	HOOD FUEL 3/21/24	GENERAL FUND	POLICE DEPARTMENT	35.15
	4/22/24	HOOD FUEL 3/21/24	GENERAL FUND	POLICE DEPARTMENT	42.39
	4/22/24	LYNCH FUEL 3/17/24	GENERAL FUND	POLICE DEPARTMENT	35.07
	4/22/24	LYNCH FUEL 3/23/2024	GENERAL FUND	POLICE DEPARTMENT	32.48
	4/22/24	LYNCH FUEL 3/26/2024	GENERAL FUND	POLICE DEPARTMENT	36.99
				TOTAL:	351.82
SUPERIOR AUTO BODY LLC	4/22/24	CORRECTION DOUBLE POSTING	GENERAL FUND	CITY HALL	1,159.30-
	4/22/24	2017 FORD INSURANCE DED	GENERAL FUND	CITY HALL	1,159.30
				TOTAL:	0.00
SUPERIOR LAUNDRIES INC.	4/05/24	PD & PW MATS 3/6/24	GENERAL FUND	POLICE DEPARTMENT	22.41
	4/05/24	PD & PW MATS 3/13/24	GENERAL FUND	POLICE DEPARTMENT	22.41
	4/05/24	PD & PW MATS 3/20/24	GENERAL FUND	POLICE DEPARTMENT	22.41
	4/05/24	PD & PW MATS 3/27/24	GENERAL FUND	POLICE DEPARTMENT	22.41
	4/05/24	PD & PW MATS 3/6/24	GENERAL FUND	STREETS & TRANSPORT	15.27
	4/05/24	PD & PW MATS 3/13/24	GENERAL FUND	STREETS & TRANSPORT	15.27
	4/05/24	PD & PW MATS 3/20/24	GENERAL FUND	STREETS & TRANSPORT	15.27
	4/05/24	PD & PW MATS 3/27/24	GENERAL FUND	STREETS & TRANSPORT	15.27
				TOTAL:	150.72
TEK ADVISORS LLC	4/18/24	COMP MAINT APR 24	GENERAL FUND	CITY HALL	6,713.01
	4/18/24	COMP MAINT APR 24	GENERAL FUND	CITY HALL	4,926.81
	4/18/24	COMP MAINT APR 24	CAPITAL IMPROVEMEN	GENERAL GOVERNMENT	2,813.78
	4/18/24	COMP MAINT APR 24	CAPITAL IMPROVEMEN	GENERAL GOVERNMENT	217.98
	4/18/24	COMP MAINT APR 24	CAPITAL IMPROVEMEN	GENERAL GOVERNMENT	3,009.39
	4/18/24	COMP MAINT APR 24	CAPITAL IMPROVEMEN	GENERAL GOVERNMENT	905.08
	4/18/24	COMP MAINT APR 24	CAPITAL IMPROVEMEN	GENERAL GOVERNMENT	454.40
	4/18/24	COMP MAINT APR 24	CAPITAL IMPROVEMEN	GENERAL GOVERNMENT	349.95
				TOTAL:	19,390.40
THE BUSINESS CENTER	4/22/24	PD MAIL PACKAGE 3/11/24	GENERAL FUND	POLICE DEPARTMENT	27.50

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
				TOTAL:	27.50
THE JOURNAL	4/22/24	PD SUBCR 3/20/24-3/19/25	GENERAL FUND	POLICE DEPARTMENT	208.00
				TOTAL:	208.00
THOMPSON GAS	4/22/24	CH PROPANE 2/21/24	GENERAL FUND	CITY HALL	274.17
	4/22/24	CH PROPANE 3/6/24	GENERAL FUND	CITY HALL	318.93
	4/05/24	CH PROPANE 3/21/24	GENERAL FUND	CITY HALL	246.12
	4/12/24	PD PROPANE 3/28/24	GENERAL FUND	POLICE DEPARTMENT	115.46
	4/22/24	PW PROPANE 2/1/24	GENERAL FUND	STREETS & TRANSPORT	277.54
	4/22/24	PW PROPANE 3/13/24	GENERAL FUND	STREETS & TRANSPORT	169.19
	4/23/24	PW PROPANE 4/9/2024	GENERAL FUND	STREETS & TRANSPORT	138.93
	4/22/24	CC PROPANE 2/1/24	PARKS & RECREATION	Parks & Recreation	1,132.17
	4/22/24	CC KITCHEN PROPANE 2/1/24	PARKS & RECREATION	Parks & Recreation	118.95
	4/22/24	CC PROPANE 2/19/24	PARKS & RECREATION	Parks & Recreation	1,281.89
	4/22/24	CC PROPANE 2/27/24	PARKS & RECREATION	Parks & Recreation	740.67
	4/22/24	CC PROPANE 3/8/24	PARKS & RECREATION	Parks & Recreation	627.44
	4/22/24	CC KITCHEN PROPANE 3/13/24	PARKS & RECREATION	Parks & Recreation	83.14
				TOTAL:	5,524.60
TIMOTHY P. STRANKO, ESQ	4/12/24	LEGAL RETAINER APR 24	GENERAL FUND	CITY HALL	5,500.00
				TOTAL:	5,500.00
TOOLE DESIGN GROUP	4/05/24	ENG SV 5/27/23-2/23/24	GENERAL FUND	PLANNING & ZONING	5,465.49
	4/04/24	MLRED BLTLNE 10/22-2/24	CAPITAL IMPROVEMEN	STREETS - PUBLIC WORKS	92,210.84
				TOTAL:	97,676.33
TRACTOR SUPPLY	4/22/24	EPTA STOP CLEANING SUPPL	GENERAL FUND	STREETS & TRANSPORT	52.98
	4/22/24	PW PRESSURE WASHER PARTS	GENERAL FUND	STREETS & TRANSPORT	13.98
	4/22/24	PW SHOP UNIVERSAL LIGHTS (	GENERAL FUND	STREETS & TRANSPORT	25.98
				TOTAL:	92.94
TRAFFIC SAFETY STORE	4/22/24	CROSSWLK THERMOPLASTIC(12)	GENERAL FUND	STREETS & TRANSPORT	1,907.74
				TOTAL:	1,907.74
TRUIST MERCHANT SERVICES	4/15/24	MAR2024 PD OFFLINE CC FEES	GENERAL FUND	CITY HALL	342.90
				TOTAL:	342.90
UNITED WAY OF THE EASTERN PANHANDLE	4/05/24	3/24 TEEN COURT FEES	GENERAL FUND	POLICE DEPARTMENT	1,012.06
				TOTAL:	1,012.06
US BANK	4/22/24	CC CHARGES MAR 24	GENERAL FUND	NON-DEPARTMENTAL	41,529.40
				TOTAL:	41,529.40
VISION SERVICE PLAN	4/03/24	4/24 VISION	GENERAL FUND	CITY ADMINISTRATION	36.29
	4/03/24	4/24 VISION	GENERAL FUND	PLANNING & ZONING	66.49
	4/03/24	4/24 VISION	GENERAL FUND	CITY HALL	35.58
	4/03/24	4/24 VISION	GENERAL FUND	POLICE DEPARTMENT	299.98
	4/03/24	4/24 VISION	GENERAL FUND	STREETS & TRANSPORT	164.17
	4/03/24	4/24 VISION	PARKS & RECREATION	Parks & Recreation	30.48
	4/03/24	4/24 VISION	CONVENTION & VISIT	Convention Visitor Bur	30.48
				TOTAL:	663.47
VISTAPRINT	4/22/24	2020 STALE PCARD CR POSTIN	GENERAL FUND	CITY HALL	12.83
	4/22/24	PD REFUND	GENERAL FUND	POLICE DEPARTMENT	12.83-
				TOTAL:	0.00

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
WALMART	4/22/24	PD PT, COFFEE FORKS	GENERAL FUND	POLICE DEPARTMENT	150.15
	4/22/24	P&R EASTER EGG HUNT CANDY	PARKS & RECREATION	Parks & Recreation	264.97
	4/22/24	STRATEGIC MTG SUPPLIES	CONVENTION & VISIT	Convention Visitor Bur	94.28
				TOTAL:	509.40
WEIS	4/22/24	HOOD FUEL 3/14/24	GENERAL FUND	POLICE DEPARTMENT	39.90
	4/22/24	SIGULINSKY FUEL 3/4/24	GENERAL FUND	POLICE DEPARTMENT	51.00
	4/22/24	SIGULINSKY FUEL 3/11/24	GENERAL FUND	POLICE DEPARTMENT	53.01
	4/22/24	SIGNULINSKY FUEL 3/19/24	GENERAL FUND	POLICE DEPARTMENT	59.50
				TOTAL:	203.41
WEST VIRGINIA AMERICAN WATER	4/22/24	OAK LEE WATER 9/26-10/25/2	PARKS & RECREATION	Parks & Recreation	95.70
	4/22/24	MF IRIGTN SYTM 2/2-3/5/24	PARKS & RECREATION	Parks & Recreation	486.10
				TOTAL:	581.80
WILLIAM SILVEOUS	4/09/24	WV CONT LIC 2024 REIMB	GENERAL FUND	STREETS & TRANSPORT	92.03
				TOTAL:	92.03
WORKFORCE WV	4/23/24	SNYDER UMEMPLOYMENT	GENERAL FUND	POLICE DEPARTMENT	3,054.00
				TOTAL:	3,054.00
WV DEPT OF TRANSPORTATION	4/01/24	BRINE/SALT/LIME 2/29/24	GENERAL FUND	STREETS & TRANSPORT	433.03
	4/01/24	BRINE/SALT/LIME 2/29/24	GENERAL FUND	STREETS & TRANSPORT	398.27
	4/01/24	BRINE/SALT/LIME 2/29/24	GENERAL FUND	STREETS & TRANSPORT	433.03
	4/01/24	BRINE/SALT/LIME 2/29/24	GENERAL FUND	STREETS & TRANSPORT	324.77
				TOTAL:	1,589.10
WV STATE TREASURER'S OFFICE	4/05/24	3/24 COURT FEES	GENERAL FUND	POLICE DEPARTMENT	6,772.91
				TOTAL:	6,772.91
XEROX FINANCIAL SERVICES	4/25/24	PD COPIER APR 24	GENERAL FUND	POLICE DEPARTMENT	381.82
				TOTAL:	381.82
ZOOM US	4/22/24	ZOOM ROOM SUB 3/22-6/3/24	GENERAL FUND	CITY HALL	100.89
				TOTAL:	100.89
**PAYROLL EXPENSES	4/01/2024 - 4/30/2024		GENERAL FUND	MAYOR'S OFFICE	1,000.00
			GENERAL FUND	CITY COUNCIL	5,000.04
			GENERAL FUND	CITY ADMINISTRATION	14,387.07
			GENERAL FUND	POLICE JUDGE'S OFFICE	1,900.00
			GENERAL FUND	PLANNING & ZONING	25,451.67
			GENERAL FUND	CITY HALL	19,085.82
			GENERAL FUND	POLICE DEPARTMENT	107,727.29
			GENERAL FUND	POLICE SPECIAL DUTY	1,137.50
			GENERAL FUND	STREETS & TRANSPORT	42,962.75
			PARKS & RECREATION	Parks & Recreation	11,406.06
			CONVENTION & VISIT	Convention Visitor Bur	7,886.18
				TOTAL:	237,944.38

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT

========== FUND TOTALS ==========	
001 GENERAL FUND	629,354.70
201 CAPITAL IMPROVEMENT	228,666.92
900 PARKS & RECREATION	25,025.84
901 CONVENTION & VISITORS	15,419.99
GRAND TOTAL:	898,467.45

TOTAL PAGES: 16

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: 4/01/2024 THRU 4/30/2024

PAYROLL SELECTION

PAYROLL EXPENSES: YES
EXPENSE TYPE: GROSS
CHECK DATE: 4/01/2024 THRU 4/30/2024

PRINT OPTIONS

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

PACKET OPTIONS

INCLUDE REFUNDS: YES
INCLUDE OPEN ITEM:NO

CITY OF RANSON
CAPITAL FUND BUDGET
FY 2023-2024

	FY2024 APPROVED BUDGET 11-21-2023	FY2024 Q1	FY2024 Q2	FY2024 Q3	APRIL 2024	FY2024 Q4	YEAR TO DATE	Budget Balance
Carryover Balance	7,065,261	7,065,261	-	-	-	-	7,065,261	-
201.348.100 Special Assessments - Sidewalk Funds	-	4,950	2,250	2,700	-	-	9,900	(9,900)
201.350.100 City Service Fees	50,000	30,000	71,000	75,389	58,000	58,000	234,389	(184,389)
201.369.100 Contributions from Other Funds	1,500,000	-	750,000	-	750,000	750,000	1,500,000	-
201.376.000 Table Games Income	150,000	36,917	48,049	50,233	20,688	20,688	155,887	(5,887)
201.380.100 Interest Income	40,000	22,230	20,834	22,002	7,975	7,975	73,041	(33,041)
201.381.200 Demo Reimbursements	-	(3,840)	-	-	-	-	(3,840)	3,840
201.397.100 Video Lottery Income	450,000	50,836	179,054	218,476	64,418	64,418	512,784	(62,784)
TOTAL REVENUES	***9,255,261***	***7,206,354***	***1,071,186***	***368,800***	***901,081***	***901,081***	***9,916,221***	***(660,960)***
EXPENDITURES								
201 Misc Fees								
Bank Charges	150	35	38	48	17	17	138	12
201.975.459 GENERAL GOVERNMENT CAPITAL EXPENSES								
Computer Replacement Program (201-975.459.001)	100,000	-	-	14,431	7,751	7,751	22,181	77,819
Condemnation of Properties (201-975.459.002)	25,000	5,100	5,700	-	-	-	10,800	14,200
Total - General Government	*125,150*	*5,135*	*5,738*	*14,479*	*7,768*	*7,768*	*33,120*	*92,030*
201.976.459 PUBLIC SAFETY CAPITAL EXPENSES							-	
3 Patrol Vehicles (201-976.459.001)	129,000	-	129,234	-	-	-	129,234	(234)
Equipment for Patrol Vehicles (201-976.459.002)	75,000	44,458	1,671	-	-	-	46,130	28,870
Two In-Car Camera Systems (201-976.459.002)	20,000	19,726	-	-	-	-	19,726	274
Three CAD units (201-976.459.002)	5,000	-	-	-	-	-	-	5,000
E-Ticketing (201-976.459.003)	5,000	-	-	973	-	-	973	4,027
Radios (201-976.459.003)	10,000	-	-	-	-	-	-	10,000
Radars (201-976.459.003)	2,000	-	-	-	-	-	-	2,000
Tasers (201-976.459.003)	10,000	-	-	-	-	-	-	10,000
License Plate Reader (201-976.459.004)	20,000	-	19,777	-	-	-	19,777	223
Total - Public Safety	*276,000*	*64,184*	*150,682*	*973*	-	-	*215,840*	*60,160*
201.977.459 STREET & TRANSPORTATION CAPITAL EXPENSES								
Street Construction & Repairs								
5th Avenue Streetscape (201-977.459.016)	1,100,000	-	-	-	-	-	-	1,100,000
Fairfax Boulevard (Phase III) (201-977.459.017)	75,000	2,087	-	-	-	-	2,087	72,913
16th Avenue Roadway Design (201-977.459.015)	50,000	34,157	2,228	-	-	-	*36,385*	13,615

CITY OF RANSON
CAPITAL FUND BUDGET
FY 2023-2024

	FY2024 APPROVED BUDGET 11-21-2023	FY2024 Q1	FY2024 Q2	FY2024 Q3	APRIL 2024	FY2024 Q4	YEAR TO DATE	Budget Balance
Stormwater Engineering/Repairs								
Stormwater Management/Engineering (Mildred) - Design (201-977.459.012)	200,000	-	-	-	-	-	-	200,000
Stormwater Management/Engineering (Mildred) Phase 1 (201-977.459.012)	1,200,000	-	-	92,211	-	-	92,211	1,107,789
Miscellaneous Other Capital Projects								
City Hall Roof (201-977.459.011)	205,000	-	116,350	-	-	-	116,350	88,650
Foundry Remediation, Planning and Engineering (201-977.459.014)	35,000	4,327	228	2,085	-	-	6,641	28,359
Trifecta Place (201-977.459.013)	1,100,000	-	-	-	-	-	-	1,100,000
PW Capital Budget Items								
Street Preservation (Asphalt Overlay) (201-977.459.001)	350,000	-	262,411	-	-	-	262,411	87,589
Alley Construction & Preservation (201-977.459.002)	100,000	7,125	1,800	-	-	-	8,925	91,075
Sidewalk & Curb Replacement (201-977.459.003)	75,000	-	-	-	-	-	-	75,000
Street Design/Engineering (201-977.459.004)	100,000	-	-	-	-	-	-	100,000
Street Light Replacement (201-977.459.005)	75,000	18,430	(91,767)	7,556	-	-	(65,781)	140,781
Sweeper Truck (201-977.459.008)	250,000	-	-	217,228	-	-	217,228	32,772
Equipment (201-977.459.009)	125,000	-	-	125,000	-	-	125,000	-
Loader/Skid Steer Attachments (201-977.459.009)	16,000	-	2,624	-	-	-	2,624	13,376
Brine Tank System (201-977.459.010)	5,000	-	-	-	-	-	-	5,000
Improvement to Public Works Yard (201-977.459.010)	494,500	5,500	54,044	337	-	-	59,881	434,619
Total - Streets & Transportation	*5,555,500*	*71,626*	*347,917*	*444,418*	-	-	*863,961*	*4,691,539*
201.979.459 PARKS & RECREATION CAPITAL EXPENSES								
Civic Center Improvements (201-979.459.001)	50,000	12,327	-	-	-	-	12,327	37,673
Flowing Springs Park (201-979.459.008)	700,000	735	739	9,900	4,240	4,240	15,614	684,386
Marcus Fields Improvements (201-979.459.002)	100,000	-	-	-	-	-	-	100,000
Total - Parks & Recreation	*850,000*	*13,062*	*739*	*9,900*	*4,240*	*4,240*	*27,941*	*822,059*
Contingencies	2,448,611	-	-	-	-	-	-	2,448,611
TOTAL EXPENSES	***6,806,650***	***154,008***	***505,076***	***469,770***	***12,008***	***12,008***	***1,140,861***	***5,665,789***
REVENUES OVER EXPENSES	***2,448,611***	***7,052,347***	***566,110***	***(100,970)***	***889,073***	***889,073***	***8,406,560***	

FY 2023-2024
General Fund Budget
Apr-24

	Current Budget as of 1-16-2024	Year to Date	Budget Balance	% of Budget Received
FY23 Carryover Fund Balance	*2,015,058*	*2,015,058*	-	100%
	-			
Revenue Summary	-			
Taxes	4,512,165	4,503,725	(8,440)	100%
Fines & Forfeitures	400,000	344,503	(55,498)	86%
Licenses & Permits	422,500	519,300	96,800	123%
Charges for Services	66,500	102,787	36,287	155%
Intergovernmental	4,057,745	4,107,828	50,083	101%
Miscellaneous	47,000	62,793	15,793	134%
Total Revenues	***11,520,968***	***11,655,994***	***135,026***	***101%***
Expenditure Summary				
Mayor's Office	15,060	10,765	4,295	71%
City Council	66,800	53,900	12,900	81%
City Administrator	515,440	354,436	161,004	69%
Police Judge's Office	34,300	21,428	12,872	62%
Contribution to Commissions	1,118,658	725,270	393,388	65%
Regional Development Authority	4,445	4,445	-	0%
Planning & Zoning	950,500	674,973	275,527	71%
City Hall	1,173,000	856,329	316,671	73%
Contribution/Transfer	1,500,000	1,500,000	-	100%
Contingency	216,528	-	216,528	0%
Police Department	2,589,500	1,969,585	619,915	76%
Police Special Duty	20,690	17,578	3,112	85%
Streets Department	1,257,960	935,868	322,092	74%
Street Lights	105,000	86,013	18,987	82%
Parks & Recreation	300,000	267,453	32,547	89%
Convention & Visitor's Bureau	300,000	267,453	32,547	89%
975 General Government Capital Outlay	1,353,087	-	1,353,087	
Total Expenditures	***11,520,968***	***7,745,496***	***3,775,471***	***67%***
Revenue Over Expenses		***3,910,498***		

FY 2024 General Fund Budget Revenues

Account Number	*Description*	*Current Budget as of 01-16-2024*	*FY2024 Q1*	*FY2024 Q2*	*FY2024 Q3*	*April 2024*	*FY2024 Q4*	*Year to Date*	*Budget Balance*	*% of Budget Received*
	FY23 Carryover Fund Balance	2,015,058	2,015,058	-	-	-	-	2,015,058	-	100%
001.301.100.100	Ad Valorem Tax Current Year	1,560,864	605,811	372,249	451,421	73,073	73,073	1,502,553	58,311	96%
001.303.100.100	Gas and Oil Severance Tax Current Year	55,600	-	55,538	-	-	-	55,538	62	100%
001.304.100.100	Utility Tax	190,000	34,236	67,648	73,641	19,307	19,307	194,832	(4,832)	103%
001.305.100.103	B&O Tax	2,039,201	36,338	769,483	818,272	589,461	589,461	2,213,553	(174,352)	109%
001.306.100.100	Wine and Liquor Tax	65,000	-	19,831	20,926	20,769	20,769	61,527	3,473	95%
001.307.100.100	Animal Tax	1,500	813	289	54	11	11	1,166	334	78%
001.308.100.100	Hotel/Motel Tax	600,000	113,671	172,056	130,851	57,978	57,978	474,556	125,444	79%
001.320.100.100	Fines, Fees, and Court Costs	400,000	100,931	100,469	111,519	31,379	31,379	344,298	55,703	86%
001.321.100.100	Parking Tickets	-	75	20	90	20	20	205	(205)	0%
001.325.100.100	Business Licenses	15,000	6,977	1,518	1,415	613	613	10,522	4,479	70%
001.326.100.100	Building Permits	300,000	87,108	156,731	101,510	48,655	48,655	394,003	(94,003)	131%
001.326.102.100	U&O Permits	-	2,400	7,600	5,950	1,900	1,900	17,850	(17,850)	0%
001.328.100.100	Franchise Tax	45,000	-	12,942	12,716	-	-	25,658	19,342	57%
001.329.100.100	Rental Registration	2,500	1,000	940	2,040	180	180	4,160	(1,660)	166%
001.330.100.100	IRP Fees	60,000	23,020	16,825	16,746	10,516	10,516	67,108	(7,108)	112%
001.335.100.100	Private Liquor Club Fees	6,500	2,455	3,475	190	-	-	6,120	380	94%
001.350.200.100	Refuse Collection	-	-	-	-	-	-	-	-	0%
001.353.100.111	Planning Commission Fees	60,000	98	53,376	40,965	2,229	2,229	96,667	(36,667)	161%
001.365.100.100	Federal Grants	-	45,844	-	-	-	-	45,844	(45,844)	0%
001.366.100.100	State Grants	-	-	-	-	-	-	-	-	0%
001.369.100.100	Contributions from Other Funds (Sales Tax)	1,700,000	-	850,000	-	850,000	850,000	1,700,000	-	100%
001.369.100.200	Contributions from Other Funds (ARPA Revenue Loss Allowance XFR)	2,327,745	2,327,745	-	-	-	-	2,327,745	-	100%
001.374.100.100	Payroll Reimbursement	30,000	6,107	12,862	10,588	4,682	4,682	34,239	(4,239)	114%
001.380.100.100	Interest Gained on Investments	25,000	5,074	9,546	8,624	2,926	2,926	26,170	(1,170)	105%
001.382.100.100	Refunds & Rebates	15,000	1,495	4,858	9,395	626	626	16,374	(1,374)	109%
001.383.100.100	Sale of Fixed Asset	1,000	-	-	4,689	-	-	4,689	(3,689)	469%
001.386.100.100	Insurance Claim	-	(159)	1,251	5,406	-	-	6,497	(6,497)	0%
001.389.100.100	Accident Reports	5,000	1,420	1,160	660	420	420	3,660	1,340	73%
001.389.101.100	Criminal Reports	-	100	40	20	21	21	181	(181)	0%
001.399.100.100	Miscellaneous	1,000	1,419	170	3,116	82	82	4,787	(3,787)	479%
001.399.102.100	Yard Sale Fees	-	135	25	10	10	10	180	(180)	0%
001.399.103.100	Fingerprint Fee	-	50	100	80	25	25	255	(255)	0%
	Total Revenues	***11,520,968***	***5,419,220***	***2,691,000***	***1,830,893***	***1,714,881***	***1,714,881***	***11,655,994***	***(135,026)***	**101%**

FY 2024 General Fund Budget Expenditures

Account Number	*Description*	*Current Budget as of 1-16-2024*	*FY2024 Q1*	*FY2024 Q2*	*FY2024 Q3*	*April 2024*	*FY2024 Q4*	*Year-to-date*	*Budget Balance*	*Percent of Budget Expended*
409 - Mayor's Office										
001.409.101.000	Mayor Salary	12,000	3,000	3,000	3,000	1,000	1,000	10,000	2,000	83%
001.409.104.000	Mayor FICA	960	230	230	230	77	77	765	195	80%
001.409.214.000	Mayor Travel	2,000	-	-	-		-	-	2,000	0%
001.409.226.000	Mayor Insurance Bonds	100	-	-	-		-	-	100	0%
	Total	15,060	***3,230***	***3,230***	***3,230***	***1,077***	***1,077***	***10,765***	***4,295***	***71%***
410 - City Council										
001.410.101.000	City Council Salary	60,000	15,000	15,000	15,000	5,000	5,000	50,000	10,000	83%
001.410.104.000	City Council FICA	4,800	1,148	1,148	1,148	383	383	3,825	975	80%
001.410.214.000	City Council Travel	2,000	-	-	-	75	75	75	1,925	4%
001.410.226.000	City Council Insurance Bonds	-	-	-	-	-	-	-	-	0%
	Total	66,800	**16,148**	**16,148**	**16,148**	**5,457**	**5,457**	**53,900**	**12,900**	**81%**
412 - City Administration Office										
001.412.103.000	City Administration Salary (2 FT employees)	238,000	49,676	65,287	50,370	14,387	14,387	179,721	58,279	76%
001.412.104.000	City Administration FICA	19,440	3,974	4,044	4,022	1,149	1,149	13,189	6,251	68%
001.412.105.000	City Administration Insurance	55,000	8,644	9,217	8,920	2,701	2,701	29,481	25,520	54%
001.412.106.000	City Administration Retirement	25,000	4,709	4,595	5,036	1,439	1,439	15,778	9,222	63%
001.412.108.000	City Administration Overtime	5,000	31	2,472	-	-	-	2,504	2,496	50%
001.412.214.000	City Administration Travel	5,000	924	-	-	-	-	924	4,076	18%
001.412.221.000	City Administration Training	2,000	210	-	79	-	-	289	1,712	14%
001.412.222.000	City Administration Dues and Subscriptions	3,500	610	-	621	-	-	1,231	2,269	35%
001.412.223.000	City Administration Professional Services	120,000	40,061	35,205	567	-	-	75,833	44,167	63%
001.412.226.000	City Administration Insurance and Bonds	-	-	-	-	-	-	-	-	0%
001.412.341.000	City Administration Supplies and Materials	3,500	320	2,234	751	-	-	3,305	195	94%
001.412.343.000	City Administration Gas Oil Tires	1,000	109	-	13	-	-	122	878	12%
001.412.353.000	City Administration Computer Software	38,000	-	31,511	550	-	-	32,061	5,939	84%
	Total	515,440	***109,269***	***154,565***	***70,927***	***19,675***	***19,675***	***354,436***	***161,004***	***69%***
416 - Police Judge's Office										
001.416.103.000	Police Judge Salary (2 Mags; 1 Prosecutor)	25,000	5,700	6,512	5,700	1,900	1,900	19,812	5,188	79%
001.416.104.000	Police Judge FICA	2,000	436	498	436	145	145	1,516	484	76%
001.416.223.000	Police Judge Professional Services	7,000	-	-	-	-	-	-	7,000	0%
001.416.226.000	Police Judge Insurance and Bonds	300	-	-	100	-	-	100	200	33%
	Total	34,300	***6,136***	***7,010***	***6,236***	***2,045***	***2,045***	***21,428***	***12,872***	***62%***

FY 2024 General Fund Budget Expenditures

Account Number	*Description*	*Current Budget as of 1-16-2024*	*FY2024 Q1*	*FY2024 Q2*	*FY2024 Q3*	*April 2024*	*FY2024 Q4*	*Year-to-date*	*Budget Balance*	*Percent of Budget Expended*
424 - Contributions										
001.424.568.000	Contributions - Dispersed	-	-	-	-	-	-	-	-	
	Region 9 Planning & Development Council	-	-	-	-	-	-	-	-	
	PANTRAN	15,000	-	-	-	-	-	-	15,000	0%
	Independent Fire Dept	14,000	-	-	-	-	-	-	14,000	0%
	Citizen Fire Dept.	9,000	-	-	-	-	-	-	9,000	0%
	2023 Ranson Community Distribution Program	975,658	361,595	290,175	-	70,000	70,000	721,770	253,888	74%
	Mini-Grant Program	100,000	-	-	-	3,500	3,500	3,500	96,500	4%
	Community Sponsorship	5,000	-	-	-	-	-	-	5,000	0%
	Total	1,118,658	***361,595***	***290,175***	***-***	***73,500***	***73,500***	***725,270***	***393,388***	**65%**
435 - Regional Development Authority										
001.435.222.000	Region 9 Planning & Development Council	4,445	4,445	-	-	-	-	4,445	***0***	100%
437 - Planning and Zoning										
001.437.103.000	Planning & Zoning Salary (6 FT employees)	473,000	107,246	79,610	90,976	25,426	25,426	303,258	169,742	64%
001.437.104.000	Planning and Zoning FICA	35,000	8,427	6,269	7,021	2,008	2,008	23,724	11,276	68%
001.437.105.000	Planning and Zoning Insurance	93,000	13,983	13,212	5,233	4,994	4,994	48,301	44,699	52%
001.437.106.000	Planning and Zoning Retirement	47,000	8,602	6,709	7,912	2,260	2,260	25,483	21,517	54%
001.437.108.000	Planning and Zoning Overtime/Extra Help	5,000	270	-	13	26	26	309	4,691	6%
001.437.214.000	Planning and Zoning Travel	3,000	363	-	126	-	-	489	2,511	16%
001.437.217.000	Planning and Zoning Vehicle Repair	1,000	-	-	-	-	-	-	1,000	0%
001.437.220.000	Planning and Zoning Legal Publications	4,000	503	537	604	-	-	1,643	2,357	41%
001.437.221.000	Planning and Zoning Training	5,000	2,547	581	655	-	-	3,783	1,217	76%
001.437.222.000	Planning & Zoning Dues and Subscriptions	1,500	75	-	270	-	-	345	1,155	23%
001.437.223.000	Planning and Zoning Professional Services	250,000	52,928	77,410	98,901	27,384	27,384	256,622	(6,622)	103%
001.437.230.001	Planning and Zoning Contracted Services	1,000	106	74	-	-	-	181	819	18%
001.437.238.000	Planning and Zoning Refund of Deposits	7,500	310	-	185	-	-	495	7,005	7%
001.437.341.000	Planning and Zoning Supplies and Materials	10,000	597	1,263	2,098	-	-	3,958	6,042	40%
001.437.343.000	Planning and Zoning Gas, Oil, Tires	2,500	541	175	263	-	-	979	1,521	39%
001.437.353.000	Planning and Zoning Computer Software	12,000	2,162	1,621	1,621	-	-	5,404	6,596	45%
	Total	***950,500***	***198,660***	***187,460***	***226,756***	***62,097***	***62,097***	***674,973***	***275,527***	**71%**

FY 2024 General Fund Budget Expenditures

Account Number	*Description*	*Current Budget as of 1-16-2024*	*FY2024 Q1*	*FY2024 Q2*	*FY2024 Q3*	*April 2024*	*FY2024 Q4*	*Year-to-date*	*Budget Balance*	*Percent of Budget Expended*
440 - City Hall		-								
001.440.103.000	City Hall Salary (4 FT employees)	270,000	52,275	51,007	77,948	19,086	19,086	200,315	69,685	74%
001.440.104.000	City Hall FICA	21,000	5,067	4,085	5,588	1,518	1,518	16,258	4,742	77%
001.440.105.000	City Hall Insurance	53,000	8,577	8,540	11,081	3,437	3,437	31,635	21,365	60%
001.440.106.000	City Hall Retirement	25,000	4,406	4,358	5,953	1,715	1,715	16,431	8,569	66%
001.440.108.000	City Hall Overtime / Extra Help	1,000	-	208	-	-	-	208	792	21%
001.440.211.000	City Hall Telephone	32,500	5,168	5,095	5,726	1,477	1,477	17,465	15,035	54%
001.440.213.000	City Hall Utilities	20,000	3,046	4,329	5,902	359	359	13,635	6,365	68%
001.440.214.000	City Hall Travel	1,500	-	385	-	133	133	517	983	34%
001.440.215.000	City Hall Maintenance / Repair Building	11,000	1,088	2,298	5,301	-	-	8,686	2,314	79%
001.440.217.000	City Hall Vehicle Repair	-	-	-	-	-	-	-	-	#DIV/0!
001.440.218.000	City Hall Postage / Meter	8,000	2,265	1,595	1,469	504	504	5,834	2,166	73%
001.440.219.000	City Hall Building and Equipment Rents	14,000	3,632	3,136	2,692	352	352	9,811	4,189	70%
001.440.220.000	City Hall Advertising / Legal Publications	6,000	409	717	279	-	-	1,404	4,596	23%
001.440.221.000	City Hall Training	2,000	1,846	-	150	-	-	1,996	5	100%
001.440.222.000	City Hall Dues and Subscriptions	3,500	2,081	-	-	-	-	2,081	1,419	59%
001.440.223.000	City Hall Professional Services	90,000	16,500	30,014	22,274	5,500	5,500	74,288	15,712	83%
001.440.224.000	City Hall Audit Costs	50,000	-	8,994	-	-	-	8,994	41,007	18%
001.440.226.000	City Hall Insurance and Bonds (Travelers)	265,000	112,697	80,205	60,336	-	-	253,237	11,763	96%
001.440.230.000	City Hall Contracted Services	140,000	25,212	32,023	36,378	11,890	11,890	105,503	34,497	75%
001.440.232.000	City Hall Bank Charges	40,000	7,911	11,678	11,986	5,251	5,251	36,825	3,175	92%
001.440.236.000	City Hall Refunds	2,000	278	-	-	-	-	278	1,722	14%
001.440.341.000	City Hall Supplies and Materials	15,000	4,577	1,891	1,335	-	-	7,803	7,197	52%
001.440.343.000	City Hall Oil, Gas & Tires	500	138	123	-	-	-	262	238	52%
001.440.353.000	City Hall Computer Software	100,000	33,354	8,500	101	-	-	41,955	58,045	42%
001.440.570.000	City Hall Miscellaneous Fees	2,000	907	-	-	-	-	907	1,093	45%
	Total	***1,173,000***	***291,434***	***259,178***	***254,496***	***51,221***	***51,221***	***856,329***	***316,671***	***73%***

FY 2024 General Fund Budget Expenditures

Account Number	Description	Current Budget as of 1-16-2024	FY2024 Q1	FY2024 Q2	FY2024 Q3	April 2024	FY2024 Q4	Year-to-date	Budget Balance	Percent of Budget Expended
444 - Contributions to Other Funds										
001.444.000.000	Contributions to Others Funds									
	Municipal Capital Improvement	1,500,000	-	750,000	-	750,000	750,000	1,500,000	-	100%
	Total	***1,500,000***	***-***	***750,000***	***-***	***750,000***	***750,000***	***1,500,000***	***-***	***100%***
699 - Contingencies										
001.699.000.000	Contingencies	216,528	-	-	-	-	-	-	216,528	0%
	Total	***216,528***	***-***	***-***	***-***	***-***	***-***	***-***	***216,528***	***0%***
700 - Police										
001.700.103.000	Police Salary (21 FT employees)	1,470,000	348,952	323,729	367,218	107,753	107,753	1,147,653	322,347	78%
001.700.104.000	Police FICA	131,000	31,694	29,090	34,390	8,586	8,586	103,760	27,240	79%
001.700.105.000	Police Insurance	308,550	72,694	66,784	68,638	22,166	22,166	230,281	78,269	75%
001.700.106.000	Police Retirement	140,000	32,134	29,196	33,849	9,775	9,775	104,954	35,046	75%
001.700.108.000	Police Overtime / Extra Help	190,000	52,243	43,485	63,951	3,028	3,028	162,707	27,293	86%
001.700.211.000	Police Telephone	11,500	1,107	788	1,639	328	328	3,862	7,638	34%
001.700.213.000	Police Utilities	20,000	3,035	4,044	4,293	353	353	11,726	8,274	59%
001.700.214.000	Police Travel	7,500	1,138	-	-	-	-	1,138	6,362	15%
001.700.215.000	Police Maintenance / Repair Building	2,500	-	50	-	-	-	50	2,450	2%
001.700.216.000	Police Maintenance / Repair Equipment	2,000	-	-	-	-	-	-	2,000	0%
001.700.217.000	Police Vehicle Maintenance	25,000	2,117	575	2,480	-	-	5,172	19,828	21%
001.700.218.000	Police Postage	1,000	21	36	173	-	-	230	770	23%
001.700.219.000	Police Building and Equipment Rents	6,000	1,176	1,086	1,132	382	382	3,776	2,224	63%
001.700.220.000	Police Advertising / Legal Publication	1,250	-	-	-	-	-	-	1,250	0%
001.700.221.000	Police Training	10,000	3,604	1,179	-	-	-	4,783	5,217	48%
001.700.222.000	Police Dues and Subscriptions	1,000	100	240	717	-	-	1,057	(57)	106%
001.700.223.000	Police Professional Services	5,000	-	-	-	-	-	-	5,000	0%
001.700.226.000	Police Insurance and Bonds	200	-	-	-	-	-	-	200	0%
001.700.230.000	Police Contracted Services	20,000	7,585	2,451	8,177	14,430	14,430	32,642	(12,642)	163%
001.700.233.000	Police Investigation Fees	1,000	-	-	-	-	-	-	1,000	0%
001.700.235.000	Police Remittance of Fees Collected	100,000	23,708	24,283	24,264	7,785	7,785	80,040	19,960	80%
001.700.236.000	Police Refunds	1,000	-	-	-	-	-	-	1,000	0%
001.700.341.000	Police Supplies and Materials	35,000	8,890	6,121	6,186	-	-	21,197	13,804	61%
001.700.343.000	Police Gas Oil Tires	57,500	12,653	13,549	12,044	879	879	39,126	18,374	68%
001.700.345.000	Police Uniforms	12,500	731	600	856	1,767	1,767	3,953	8,547	32%
001.700.353.000	Police Software	30,000	11,478	-	-	-	-	11,478	18,522	38%
	Total	***2,589,500***	***615,059***	***547,286***	***630,007***	***177,232***	***177,232***	***1,969,585***	***619,915***	***76%***
704 - Crossing Guards										
001.704.103.000	Crossing Guards Salary (5 PT Employees)	19,125	2,225	6,629	6,338	1,138	1,138	16,329	2,796	85%
001.704.104.000	Crossing Guards FICA	1,465	170	507	485	87	87	1,249	216	85%
001.704.570.000	Crossing Guards Misc.	100	-	-	-	-	-	-	100	0%
	Total	***20,690***	***2,395***	***7,136***	***6,822***	***1,225***	***1,225***	***17,578***	***3,112***	***85%***
750 - Streets										
001.750.103.000	Streets Salary (9 FT employees)	587,000	145,844	132,851	150,130	42,894	42,894	471,720	115,280	80%
001.750.104.000	Streets FICA	48,160	11,489	10,777	12,083	3,362	3,362	37,711	10,449	78%
001.750.105.000	Streets Insurance	143,000	40,296	39,207	37,282	11,431	11,431	128,216	14,784	90%
001.750.106.000	Streets Retirement	54,000	13,490	11,452	13,885	3,967	3,967	42,795	11,205	79%
001.750.108.000	Streets Overtime / Extra Help	15,000	1,280	3,658	4,358	68	68	9,364	5,636	62%
001.750.211.000	Streets Telephone	7,500	1,173	448	1,122	149	149	2,892	4,608	39%
001.750.213.000	Streets Utilities	10,000	1,722	2,029	3,210	139	139	7,100	2,900	71%

FY 2024 General Fund Budget Expenditures

Account Number	*Description*	*Current Budget as of 1-16-2024*	*FY2024 Q1*	*FY2024 Q2*	*FY2024 Q3*	*April 2024*	*FY2024 Q4*	*Year-to-date*	*Budget Balance*	*Percent of Budget Expended*
001.750.214.000	Streets Travel	4,000	-	-	-	-	-	-	4,000	0%
001.750.215.000	Streets Maintenance / Repair Building	3,000	-	370	-	-	-	370	2,630	12%
001.750.216.000	Streets Maintenance / Repair Equipment	15,000	5,855	256	1,655	-	-	7,767	7,233	52%
001.750.217.000	Streets Maintenance / Repair Vehicles	25,000	892	563	1,507	1,350	1,350	4,312	20,688	17%
001.750.219.000	Streets Building and Equipment Rents	7,500	608	420	404	123	123	1,554	5,946	21%
001.750.221.000	Streets Training	5,000	-	21	298	-	-	319	4,681	6%
001.750.222.000	Streets Dues	500	-	-	-	92	92	92	408	18%
001.750.223.000	Streets Professional Services	500	-	-	-	-	-	-	500	0%
001.750.226.000	Streets Insurance and Bonds	300	-	-	250	-	-	250	50	83%
001.750.230.000	Streets Contracted Services	200,000	62,617	38,770	51,150	8,541	8,541	161,078	38,922	81%
001.750.341.000	Streets Supplies and Materials	80,000	8,340	7,553	15,113	2,595	2,595	33,601	46,399	42%
001.750.343.000	Streets Gas Oil Tires	40,000	6,501	5,078	5,473	2,180	2,180	19,232	20,768	48%
001.750.345.000	Streets Uniforms	5,000	236	772	2,802	412	412	4,222	778	84%
001.750.353.000	Streets Software	7,500	-	-	3,274	-	-	3,274	4,226	44%
	Total	***1,257,960***	***300,342***	***254,226***	***303,995***	***77,305***	***77,305***	***935,868***	***322,092***	***74%***

FY 2024 General Fund Budget Expenditures

Account Number	*Description*	*Current Budget as of 1-16-2024*	*FY2024 Q1*	*FY2024 Q2*	*FY2024 Q3*	*April 2024*	*FY2024 Q4*	*Year-to-date*	*Budget Balance*	*Percent of Budget Expended*
751 - Street Lights										
001.751.213.000	Street Lights - Utilities	105,000	24,273	33,175	28,468	98	98	86,013	18,987	82%
	Total	***105,000***	***24,273***	***33,175***	***28,468***	***98***	***98***	***86,013***	***18,987***	**82%**
900 - Parks & Recreation										
001.900.568	Parks & Recreation Pass through Hotel Tax	300,000	87,010	86,028	65,426	28,989	28,989	267,453	32,547	89%
	Total	***300,000***	***87,010***	***86,028***	***65,426***	***28,989***	***28,989***	***267,453***	**32,547**	***89%***
901 - Convention & Visitors Bureau (CVB)										
001.901.568	CVB Pass through Hotel Tax	300,000	87,010	86,029	65,426	28,989	28,989	267,453	32,547	89%
	Total	***300,000***	***87,010***	***86,029***	***65,426***	***28,989***	***28,989***	***267,453***	**32,547**	***89%***
975 - General Government										
001.975.566.000	*Contributions/Transfers to Other Funds	1,353,087	-	-	-	-	-	-	1,353,087	0%
	Total	1,353,087	***-***	***-***		***-***		***-***	***1,353,087***	***0%***
	Total Expenses	***11,520,968***	***2,107,004***	***2,681,646***	***1,677,937***	***1,278,910***	***1,278,910***	***7,745,496***	***3,775,472***	***67%***
	Revenue Over Expenses		***3,312,216***	***9,354***	***152,956***	***435,971***	***435,971***	***3,910,498***		

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:

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

ATTACHMENTS:

AGENDA ITEM IV.7

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: Presentation

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

SUBJECT:

The City Manager will provide an update on this project to the City Council in preparation for consideration at the June 4 City Council meeting. Action of the City Council regarding this issue is not requested at this time.

ATTACHMENTS:

AGENDA ITEM IV.8

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: Presentation

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

SUBJECT:

Councilor Stroud will offer a report and update regarding the Ranson Lost History Trail and the recently installed wayfinding signage.

ATTACHMENTS:

AGENDA ITEM IV.9

City Council Regular Meeting Request for Action

TO:

FROM: Todd Wilt, Community & Economic Development

ITEM TYPE: Presentation

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

SUBJECT:

Councilor Colandrea would like to present to the City Council regarding the ongoing deliberations concerning the City's convention and visitors bureau status.

ATTACHMENTS:

AGENDA ITEM VI.1

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: Presentation

AGENDA SECTION: **COUNCIL BUSINESS**

SUBJECT:

After properly advertising the Request for Proposals (RFP) for solid waste collection in the City of Ranson, Staff received a single proposal from Apple Valley Waste. Upon review, Staff recommends that the City Council authorize the City Manager to award the contract to Apple Valley Waste and coordinate as necessary to finalize the agreement.

ATTACHMENTS:

Apple Valley Waste.pdf
FY24 Trash Collection RFP 2024.pdf

APPLE VALLEY WASTE

City of Ranson

Request for Proposal

Trash Collection Services

May 8th, 2024

City Of Ranson

Ranson, WV 25438

Section I

Introductory Letter

Dear City of Ranson:

Apple Valley Waste is extremely proud of the role we play in the Eastern Panhandle communities we serve, and we are happy to offer the following bid.

Our position as the certified residential hauler in Berkeley and Jefferson Counties with substantive operations in neighboring states and counties affords us an unmatched capacity to provide services that are:

- fully compliant with all State and local regulations (and ensure all fees and charges remain in West Virginia)
- less than half the cost of rates charged in unregulated neighboring markets (and well below the rates for the broader regulated PSC community)
- operationally backed up by services in adjacent markets (for those extraordinary circumstances caused by weather or other external events).

Further, providing employees with full-benefit compensation, free safety gear and training (and professionally monitored compliance), as well as career development opportunities is a huge component of Apple Valley's commitment as a part of the community not simply as a service provider to it.

Sanitation services are dangerous and complex, and cutting corners to provide the lowest possible pricing to the detriment of community safety, our personnel's families, or the environment is not something that Apple Valley will ever do. I would encourage all towns and municipalities to visit the maintenance facilities of those companies being considered for contracts. In sanitation, professional service is so much more than just what you see at the curb.

We look forward to the opportunity to continue to work with the Ranson leadership and ensuring that we provide the unique services the community desires at the most competitive rates possible.

Darren Gruendel

CEO

Section II

Proposer Qualifications

Proposer Qualifications:

Apple Valley waste is a qualified hauler for the services required in the current RFP for the City of Ranson. We have been in the residential and commercial refuse hauling business in West Virginia, Maryland and Pennsylvania since 2013. In that time we have serviced several franchise our municipal contracts for residential trash collection.

One of our contracts that we have serviced has been the City of Ranson. We have collected the trash within the city limits for the duration of the last 2 contracts and longer. The services provided and the manner in which they are collected currently, utilizing rear load refuse vehicles with a two-person crew and collecting in 96 gallon trash carts, would be the intent on our method of servicing the residents of Ranson in this current bid proposal

Along with currently servicing the City of Ranson, we do service other comparable municipal accounts across our area. They include:

- Southampton Centre of Government contract
    - Contract dates: 7/1/2021-6/30/2026
    - Includes the following Pennsylvania Townships
        - Southampton Twp
        - Shippensburg Twp
        - South Newton Twp
        - Penn Twp
        - Newville Borough
        - West Pennsboro Twp
        - North Newton Twp
        - Cooke Twp
        - Newburgh Borough
        - Upper Frankford Twp
        - Hopewell Twp
        - Lower Frankford Twp
        - Lower Mifflin Twp
    - Residents serviced in contract:
        - Roughly 6500 customers serviced weekly
    - Serviced with automated frontload residential trucks with 1 man crews on trash and recycle
        - 95 gallon carts for trash and 64 gallon carts for recycle cart contents only
    - Reference for the contract:
        - Scott Mack Township Manager of Southampton Twp 717-713-1676
- Mt Holly Borough, Pennsylvania
    - Contract Date: 1/1/22-12/31/24
    - Residents serviced in contract:

        - 860 residents weekly
    - Serviced with automated frontload residential trucks with 1 man crews on trash and recycle
        - 95 gallon carts for trash and 32 gallon carts for recycle cart contents only
    - Reference for Contract:
        - Tom Day Mt Holly Twp Supervisor 717-226-1066
- Adams County southwest area district, Pennsylvania
    - Contract Dates: 4/1/2022-3/31/2025
    - Includes the following townships:
        - Carroll County
        - Fairfield Borough
        - Hamiltonban Township
        - Highland Township
        - Liberty Township
        - Freedom Township
    - Residents serviced for contract:2200 weekly customers on trash and every other week for recycle
    - Serviced with automated frontload residential trucks with 1 man crew and a rearload truck with 1 man on trash and rearload truck with 1 man on recycle
    - Reference for contract:
        - Susan Wagle Twp Treasurer 717-642-5640

For all the above mentioned contracts, we provided curbside refuse and recycling collection along with bulk item removal on varying levels of service dependent on the contract verbiage

Section III

Licensing

ACORD

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 04/30/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME: Sarah Jones
Ironwood, a Marsh & McLennan Agency, LLC Co 4401 Northside Parkway NW Suite 800 Atlanta GA 30327	PHONE (A/C, No, Ext): (404) 503-9100 FAX (A/C, No): (404) 503-9101 E-MAIL ADDRESS: sjones@ironwoodins.com

INSURED	INSURER(S) AFFORDING COVERAGE	NAIC #
Apple Valley Waste Services, Inc. 771 James Burr Blvd Kearneysville, WV 25430	INSURER A: Old Republic Insurance Company	24147
	INSURER B: National Interstate Insurance Company	32820
	INSURER C: Gray Surplus Lines Group	15889
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** CL244454287 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	[X] COMMERCIAL GENERAL LIABILITY [ ] CLAIMS-MADE [X] OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: [ ] POLICY [X] PRO-JECT [ ] LOC [ ] OTHER:			MWZY30774323	07/01/2023	07/01/2024	EACH OCCURRENCE	$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 100,000
							MED EXP (Any one person)	$ 5,000
							PERSONAL & ADV INJURY	$ 1,000,000
							GENERAL AGGREGATE	$ 2,000,000
							PRODUCTS - COMP/OP AGG	$ 2,000,000
								$
A	AUTOMOBILE LIABILITY [X] ANY AUTO [ ] OWNED AUTOS ONLY [ ] SCHEDULED AUTOS [ ] HIRED AUTOS ONLY [ ] NON-OWNED AUTOS ONLY			MWTB30774423	07/01/2023	07/01/2024	COMBINED SINGLE LIMIT (Ea accident)	$ 1,000,000
							BODILY INJURY (Per person)	$
							BODILY INJURY (Per accident)	$
							PROPERTY DAMAGE (Per accident)	$
								$
B	[ ] UMBRELLA LIAB [X] OCCUR [X] EXCESS LIAB [ ] CLAIMS-MADE [ ] DED [ ] RETENTION $			HXT001139801	07/01/2023	07/01/2024	EACH OCCURRENCE	$ 5,000,000
							AGGREGATE	$ 5,000,000
								$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N [N] If yes, describe under DESCRIPTION OF OPERATIONS below	N/A		MWC31393223	07/01/2023	07/01/2024	[X] PER STATUTE [ ] OTH-ER	
							E.L. EACH ACCIDENT	$ 1,000,000
							E.L. DISEASE - EA EMPLOYEE	$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	$ 1,000,000
C	Excess Liability			GSL101450	07/01/2023	07/01/2024	$5M xs $5M	5,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

City Of Ranson
312 S. Mildred Street
Ranson WV 25438

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Sarah Jones

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WEST VIRGINIA
STATE TAX DEPARTMENT
BUSINESS REGISTRATION CERTIFICATE

ISSUED TO:
APPLE VALLEY WASTE SERVICES, INC.
362 W BURR BLVD
KEARNEYSVILLE, WV 25430-4787

BUSINESS REGISTRATION ACCOUNT NUMBER: **2246-1183**

This certificate is issued on: **02/19/2021**

This certificate is issued by
the West Virginia State Tax Commissioner
in accordance with Chapter 11, Article 12, of the West Virginia Code

The person or organization identified on this certificate is registered to conduct business in the State of West Virginia at the location above.

This certificate is not transferrable and must be displayed at the location for which issued

This certificate shall be permanent until cessation of the business for which the certificate of registration was granted or until it is suspended, revoked or cancelled by the Tax Commissioner.

Change in name or change of location shall be considered a cessation of the business and a new certificate shall be required.

TRAVELING/STREET VENDORS: Must carry a copy of this certificate in every vehicle operated by them. CONTRACTORS, DRILLING OPERATORS, TIMBER/LOGGING OPERATIONS: Must have a copy of this certificate displayed at every job site within West Virginia.

atL006 v.4
L0654115360

2024
CITY OF RANSON, WEST VIRGINIA
BUSINESS LICENSE

THIS LICENSE MUST BE DISPLAYED IN A CONSPICUOUS PLACE

This License is Granted to:

AVW OF WEST VIRGINIA INC
APPLE VALLEY WASTE
PO BOX 309
KEARNEYSVILLE WV 25430

Date Issued: 7/01/2023
Business License #: 2024-1412
Class: BUSINESS/SERVICE-GENERAL
Expires: 6/30/2024
Local Business Address (if applicable):
771 JAMES BURR BLVD
BUSINESS

This license issued on the petition of the applicant, who assumes all responsibility of compliance with Federal, State or Municipal Regulations. The City will make no refund if such regulations prevent or restrict the trade, business, or profession herein proposed.

Keith D. Pierson

Keith D. Pierson, Mayor

CITY OF RANSON
312 S. MILDRED ST.
RANSON, WV 25438

June 14, 2023

Account # 2024-1412

Your Business License for the period July 1, 2023 - June 30, 2024 is attached.

Total Fees paid for this year are: $ 15.00

APPLE VALLEY WASTE
AVW OF WEST VIRGINIA INC
PO BOX 309
KEARNEYSVILLE WV 25430

STATE OF WEST VIRGINIA
State Tax Department, Revenue Division
P. O. Box 2666
Charleston, WV 25330-2666

Jim Justice, Governor

Dale W. Steager, Tax Commissioner

70
00005302010000

APPLE VALLEY WASTE SERVICES, INC.
771 JAMES BURR BLVD
KEARNEYSVILLE WV 25430-4787

Letter Id: L0654115360
Issued: 02/19/2021
Account #: 2246-1183

RE: Business Registration Certificate

The West Virginia State Tax Department would like to thank you for registering your business. Enclosed is your Business Registration Certificate. This certificate shall be permanent until cessation of business or until suspended, revoked or cancelled. Changes in name, ownership or location are considered a cessation of business; a new Business Registration Certificate and applicable fees are required. Please review the certificate for accuracy.

This certificate must be prominently displayed at the location for which issued. Engaging in business without conspicuously posting a West Virginia Business Registration Certificate in the place of business is a crime and may subject you to fines per W.Va. Code § 11-9.

When contacting the State Tax Department, refer to the appropriate account number listed on the back of this page. The taxes listed may not be all the taxes for which you are responsible. Account numbers for taxes are printed on the tax returns mailed by the State Tax Department. Failure to timely file tax returns may result in penalties for late filing.

Should the nature of your business activity or business ownership change, your liability for these and other taxes will change accordingly.

To learn more about these taxes and the services offered by the West Virginia State Tax Department, visit our web site at www.tax.wv.gov.

Enclosure

atL006 v.4

Section IV

Proposed Work

Proposal of work:

In order to accomplish the work required through this RFP for the City of Ranson, Apple Valley Waste will plan to continue servicing in the same manner as they currently do under prior contract.

- Residential trash services will be collected on Tuesday's and Thursday's by a rear load refuse truck (32 yard) with a 2 person crew on the vehicle (1 driver and 1 helper). Trash is to be placed in the 96 gallon cart provided by Apple Valley Waste curbside for collection by the residents and if there is large or bulky items that were called in for collection they will be collected at the same time as the regular trash cart
    - All municipal solid waste (MSW), collected curbside from the residents of the City of Ranson, will be disposed of at one of the 2 approved disposal options LCS landfill or Jefferson County transfer station (JCTS), with LCS being the primary since there is room designated for Apple Valley Waste to dispose of the City of Ransons trash there. JCTS would be a back up if the landfill doesn't have room for the day to take the materials from the city.
    - If any other disposal options become viable, we will discuss the use of with the City of Ranson
- Residential recycling will be collected on Wednesday's weekly for the residents of the City of Ranson. The recycling material will be collected by a 20 yard rearload with 2 person crew, the same as trash. The recyclables are to be placed curbside in the 32 gallon recycling container provided by Apple Valley Waste.
    - All recycling materials are taken to the Material Recycling Facility (MRF) that is owned and operated by Apple Valley Waste in Hagerstown MD
    - A list of acceptable recycling materials is attached
- Commercial work is collected with a commercial frontload truck and the use of varying size trash containers depending on the customers needs and type of commercial entity that we are collecting
    - This material is taken out of state for disposal
- Bulk items as mentioned above, will be collected with the regular trash on the regular trash day unless the item is something that will need additional attention and the customer will be informed if it will be a different vehicle or day that is collecting

Section V

Costs to the City of Ranson

Costs to residents:

As it goes for any customer of Apple Valley Waste, or any refuse hauler, there are multiple costs that go into the make-up of pricing. The following is a list of some of the major factors that lead to the cost of service for all customers:

- Driver and helper wages
    - Apple Valley Waste as a member of the community offers competitive wages to employees to be a destination employer for the residents of West Virginia. Our wages and employee programs ensure that we have employees that will be safe and courteous to our customers and environment.
- Disposal costs
    - Disposal costs are charged per ton for all materials collected
    - Trash is between $55/ton and $81/ton dependent on the facility that the material is taken to
    - Recycling is disposed of at $130/ton at the MRF
        - The cost for recycling is much higher due to the nature of having to sort and clean the material
- Billing
    - Since the contract is billed individually to each resident there is a cost of preparing the individual invoices and getting them sent for collection
- Fuel
    - The cost of fuel needed for the vehicles used for the collections of materials for the contract
- Customer Service
    - Apple Valley Waste has a local call center as well as walk in office to take care of customers needs and questions
- Equipment and Maintenance
    - Average cost of refuse truck is $300,000 and there will be 2 dedicated to the collection of materials in the City of Ranson, with additional assets available in order to make sure preventative and restorative maintenance is completed on vehicles ensuring vehicles meet standards of state and federal regulations

Section VI

Costs for Services

Pricing and service methods-proposed-exclusive hauler

- **Residential trash Collection:** **$19.00 (nineteen) per month/per Unit**
  - AVW provides a 95 gallon cart to each household to be serviced once per week curbside. Collection is to remain on current pickup day Tuesday or Thursday
  - Billing will be done by AVW direct to resident
- **Residential recycling Collection:** **$5.00 (five) per month/per unit**
  - AVW provides a 64 gallon cart to each household electing to recycle to be service once per week curbside. Collection is to remain on current pickup day of Wednesday
- **Commercial trash collection:** **per customer basis**
  - Pricing for commercial entities are done on per location basis, taking into account the type of materials being disposed of, the size of the trash container requested as well as the frequency with which the customer is requesting it to be serviced
  - We currently service commercial customers in and around the City of Ranson on Monday, Tuesday, Wednesday, and Friday
- **Bulk Item Collection:** **2 items free per month then additional charge**
  - AVW will collect 2 bulk items per month for free for residents. Anything beyond that limit will be charged to resident dependent on what the item is(bulk pricing list attached)

This pricing is based upon giving the residents an option to recycle or opt out and only do trash service.

The prices are pre fuel and the PSC regulated fuel charge will be applied to the invoice of the residents based upon the services they elect. The current PSC fuel rate is 7.69%

The pricing is set for the term of the contract unless PSC approved changes occur in disposal and/or the approved fuel rate and will be discussed with the City prior to rolling out any changes in the price

Project Manager:

- Point of Contact for the City of Ranson trash collection bid will be Robert Kerns. Robert is the Operations Manager of our division based right down the road in Kearneysville WV. He has been in the waste industry for over 30 years and has done every level of the business from being on the back of the truck, to driving, and to now leading our men and women daily on providing top notch service in a safe manner. Robert's contact info is:
  - Robert.kerns@applevalleywaste.com
  - 304-620-6994

APPLE VALLEY WASTE

BID DOCUMENT:

BY SIGNING THIS PROPOSAL, THE BIDDER VERIFIES THAT IT HAS REVIEWED THE BID PACKAGE, KNOWS AND UNDERSTANDS THE MINIMUM STANDARDS AND MANDATORY REQUIREMENTS AS SET FORTH IN THE BID PACKAGE, AND IS WILLING TO COMPLY WITH THE SAME.

Signature of Bidder/Person Authorized to sign on behalf of Bidder:

Title: Pres

Name of Corporation or LLC: Apple Valley Waste

Address: 771 James Burr Blvd Kearneysville WV 25430

Telephone Number: (304) 724-1834

Apple Valley Waste Service, Inc
P.O. Box 309 • Kearneysville, WV 25430-4787 • Office: 304-724-1834 • Fax: 304-724-1890

Attachments:

ITEM	DETAILS	AVW	PARKS
Appliances	Dryer	$50	$50
	Stove	$50	$50
	Washer	$50	$50
	Water Heat (drained)	$50	$50
	Refrigerator	$50	$50
	Air Conditioner (No Freon)	$50	$50
	Freezer (Upright or Chess)	$50	$50
	Dishwasher	$50	$50
	Toasters, Air Friers, Mini Ovens	$15	$15
	Dehumidifier	$15	$15
	Microwave	$15	$15
	Oven	$50	$50
Basketball hoops	Must be broke down	$35	$35
BED FRAME	Wood or Metal	$25	$25
Bikes		$25	$25
Carpet	4ft sections, tied into rolls (cost per roll)	$30	$30
Chair	Lawn Plastic	$10	$10
Chair	Kitchen/Lawn	$20	$20
Chair	Kitchen per chair	$20	$20
Chair	Recliner	$25	$25
Christmas Tree		$25	$25
Desk	Wooden/Metal	$25	$25
Doors	Interior Doors (hollow)	$20	$20
Doors	Exterior (Storm & Solid Wood)	$25	$25
Dresser	Wooden	$30	$30
Electronics	TV (Berkeley, Jeff, Wash, Morgan only)	$25	N/A
Filing Cabinet	Metal	$15	$15
Futon Bed		$30	$30
Grill		$30	$30
Lawn Mowers	Push Mowers only (no gas or oil)	$30	$30
MATTRESS/Boxspring	ALL SIZES (MUST BE WRAPPED)	$40	$40
Mirror	Full length (Must have tape on glass)	$15	$15
Sink		$25	$25
SOFA	Couch	$40	$40
SOFA	Sleeper Sofa	$50	$50
SOFA	Love Seat	$30	$30
SOFA	Sectional	$50	$50
Swing Sets	Must be broke down	call	call
Table	Kitchen / Dinning	$25	$25
Table	End or Coffee	$20	$20
Table	Patio Plastic or Metal	$20	$20

Tire	No Rim (no bigger than a 16 rim)	$10	$10
Toilet		$25	$25
Treadmill		$50	$50
TV Stand	Wood or Metal	$20	$20
Umbrella	Patio Large	$15	$15
Vacuum		$10	$10
Windows	must taped over glass	$25	$25
Wood Pallets	per pallet	$25	$25

APPLE VALLEY WASTE

GUIELINES FOR RECYCLING

Getting Started:

- Place acceptable recyclables inside the red recycling cart w/ yellow lid provided by Apple Valley Waste.
- Place your cart at the curb in front of your house the evening ***before*** your collection day (prior to midnight)
- Make sure that all items are free from food debris. Food contaminated products will not be accepted. Rinse out all containers prior to placing in AVW cart with yellow lid for recycyling.
- Remove all lids, metal and plastic. Lids can be recycled but must be removed from all container types.
- If your cart is contaminated with unacceptable items it will not be serviced.
- If you have any questions or concerns please call Apple Valley Waste at 877-267-1280.
  (Please do not use your own plastic container to set out recyclables)

Plastics



- **Accepted Materials:**
  Plastic containers with numbers: 1,2,3,4,5,6 and 7,
  wide mouth containers (yogurt, peanut butter, butter tubs),
  plastic beverage containers
- **Unacceptable Items:**
  Plastic bags, Styrofoam, Oil containers, Plastic buckets,
  oversized plastics (example: Kids riding toys, Barrels)

Metals



- **Accepted Materials:**
  Food/Beverage containers made of aluminum, steel and tin
  aluminum, tin and steel containers and foils
- **Unacceptable Items:**
  Chemical paint thinner solvent cans, non-aerosol pesticide cans
  empty gasoline, chemical cans or aerosol cans

Paper, Newspapers, and Cardboard





- **Accepted Materials:**
  Mixed paper, magazines, books, catalogs
  cardboard , paperboard, cereal boxes
  junk mail, office paper
- **Unacceptable Items:**
  Any type of paper, cardboard, gift wrap, juice or milk cartons
  with a waxed surface. No pizza boxes

Glass



- ***NO GLASS PRODUCTS***
  - Please remember that you can continue to take your sorted Glass Bottles and Jars to your local Solid Waste Authority (SWA) recycling centers.

City of Ranson

RANSON

AT THE CENTER OF OPPORTUNITY.

REQUEST FOR PROPOSAL

Trash Collection Services

April 2024

SECTION I

GENERAL INFORMATION TO PROPOSERS

1.1 INTRODUCTION

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

1.2 DEFINITIONS

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

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

1.3 RFP DOCUMENT

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

1.4 PRIMARY CONTACT

The primary contact for this RFP is:

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

1.5 ADDENDA INTERPRETATIONS

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

1.6 LABELING OF PROPOSALS

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

1.7 ASSIGNMENT OF CONTRACTUAL RIGHTS:

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

1.8 CONDITIONS OF PROPOSAL SUBMITTAL

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

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

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

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

1.9 INDEMNITY:

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

1.10 BOND & SECURITY REQUIREMENTS:

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

1.11 INSURANCE REQUIREMENTS:

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

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

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

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

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

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

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

1.12 LICENSING AND TAX REQUIREMENTS:

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

1.13 TAX COMPLAINCE DURING CONTRACT PERFORMANCE:

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

END OF SECTION I

SECTION II

PROPOSAL CONDITIONS

2.1 REJECTION OF PROPOSALS

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

2.2 PROPOSAL EVALUATION

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

2.2.1 Review and Evaluation of Proposals

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

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

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

2.3 DISCLOSURE, OWNERSHIP OF PROPOSAL CONTENTS, AND CONFIDENTIALITY

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

To the extent a Proposer includes any uniquely proprietary or confidential

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

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

2.4 RFP PROPOSAL COSTS

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

2.5 PROPOSER

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

2.6 SUB-CONTRACTORS

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

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

2.7 RFP PROCESS

2.7.1 RFP Release

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

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

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

2.7.2 RFP Inquiries/Questions

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

2.7.3 RFP Revisions

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

2.7.4 Economy of Preparation

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

2.7.5 Proposal Withdrawal

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

2.7.6 Proposer Presentations

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

2.7.7 Required RFP Schedule

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

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

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

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

2.8 RFP PROPOSAL CONTENT AND FORMAT

2.8.1 Proposal Submission

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

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

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

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

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

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

2.9 PROPOSAL ORGANIZATION

Proposals must be organized in the following order of sections:

Section I Introductory Letter

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

Section II Proposer Qualifications

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

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

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

Section III Licensing

Proposers must provide the following documentation with their proposals:

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

Section IV Proposed Work

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

Section V Costs to the City of Ranson

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

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

Section VI Costs for Services

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

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

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

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

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

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

Section VII Response to General Conditions

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

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

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

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

END OF SECTION II

SECTION III

REQUIREMENTS OF GOODS AND SERVICES

3.1 SCOPE OF SERVICES – GENERAL

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

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

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

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

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

3.2 PROJECT MANAGEMENT

Key Personnel

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

END OF SECTION III

End of RFP

AGENDA ITEM VI.2

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: Presentation

AGENDA SECTION: **COUNCIL BUSINESS**

SUBJECT:

Over the past few months, the City Manager has consulted with the Council, worked to comprise the City's budgets, and assessed the organization to develop the included strategic priorities for the coming year. This serves as a starting point, recognizing that governing a municipality involves a dynamic and fluid context. It is not meant to be a rigid list but rather a guide to provide the staff and council with goals that the budgets have been geared toward. Additional priorities and issues will inevitably arise, and the city's governing team will adapt as necessary to address new challenges while continuing to work towards the stated goals. Some of these goals will be achieved, while others may not, but this is where the primary focus will lie for the coming year. The City Council is asked to confirm these priorities and direct the City Manager to finalize them accordingly.

ATTACHMENTS:

FY25 Strategic Planning Report DRAFT.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

FY25 Strategic Planning Report

The FY25 Strategic Planning Report will serve as a guiding framework for city staff as we address the challenges and opportunities that will shape Ranson in the coming year. This document outlines issues that reflect the goals of City Council members and the administrative priorities from the City Manager. These goals were integral to the creation of the FY25 budget and establish objectives for staff aimed at fostering targeted growth, encouraging civic engagement, and preserving the well-being of our vibrant community. The administrative team is committed to collaborating with the City Council and community partners to successfully implement these initiatives.

CITY COUNCIL PRIORTIES

Electoral Redistricting: The City's Charter mandates the redefinition of its Wards, if necessary, following each census. With the 2020 census finalized and an awareness of the growth over the past ten to fifteen years, staff recommends evaluating the composition of each ward to determine if redefining is necessary. If deemed necessary by the City Council, this will become a priority project to be completed in advance of the next election.

Rules of Council: Staff has addressed various issues related to the operating standards of the City Council over the past year but recommends striving for the adoption of Rules of Council/Committees to enhance clarity and streamline the political process.

Capital Improvement Plan: Staff acknowledges the absence of a formal Capital Improvement Plan. Staff in collaboration with the City Council will work to create a plan that aligns with stated Council priorities.

Financial Management & Investment: At present, Ranson employs limited financial and investment management practices. Staff is committed to collaborating with the City Council to implement more robust financial management strategies, ensuring proactive utilization of Ranson's resources for maximum impact.

Affordable Housing: Affordable Housing remains a top priority for the City Council. Although Ranson's housing stock is already one of the most diverse in Jefferson County, targeted efforts should be undertaken to further enhance this diversification. Exploring regulations that incentivize affordable options is worth considering, while acknowledging the constraints imposed by market forces beyond government control.

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Land Use Agency: Staff will explore and propose to the City Council the establishment of a Land Use Agency to facilitate the achievement of expressed goals, such as transferring property to groups like Habitat for Humanity for affordable housing options. A Land Use Agency could enhance the efficiency of property transfers, enabling the City Council to more effectively realize specific development goals.

Circulator Bus Route: Members of the City Council have shown an interest in establishing a circulator or additional local bus route to facilitate residents' movement between the greater Charles Town and Ranson areas without the necessity of a car. Staff is committed to investigating this matter and presenting feasible opportunities to the City Council.

Police Department Facility: With Ranson experiencing rapid growth, it becomes imperative to address deficiencies with the current Police Department offices to uphold public safety standards. Staff will work to identify a suitable location and explore funding opportunities for the construction of a new public safety facility, recognizing its increasing necessity in the coming years.

CITY STAFF PRIORTIES & PROJECTS

I. Administrative Initiatives

Employee Handbook: A revision of Ranson's Employee Handbook requires urgent attention. Changes from 2022 that were initially enacted and later rescinded without clarity have led to a situation where the staff lacks confidence or clarity in the current policies in place. Despite addressing issues as they arose over the past year, the absence of clear, written, and definitive policies has created numerous challenges, and this is likely to persist until the matter is addressed. This project is deemed essential and urgent but will prove to be a worthwhile effort.

Grant Procurement: Staff will actively seek grants and similar funding opportunities for projects identified as priorities. We may explore the possibility of enlisting external technical assistance to enhance our efforts in achieving this goal.

Ordinance Updates: Ranson's ordinances, standard operating procedures, and reporting relationships lack consistency. Staff will collaborate with the City Council to enhance the alignment of these crucial functions and operations.

Emergency Alert System: Staff will continue efforts toward the implementation of an Emergency Alert System for citizens, that will enhance communication channels and provide timely information during emergencies. This is a component unit of the legislative and public engagement tool that is currently being integrated into the City's operations.

Partnerships: Staff will strive to establish new partnerships or strengthen existing ones with community organizations such as Jefferson County Convention and Visitors Bureau (JCCVB), Jefferson County Development Authority (JCDA), Jefferson County Branch of the National Association for the Advancement of Colored People (NAACP), Jefferson County Council on Aging (JCCOA), and Jefferson County Adult Learning Center (WVAdultEd) and utilize these relationships to advance City Council priorities. In

addition, efforts will be made to collaborate with the City of Charles Town on a number of priorities as we look for ways to more efficiently provide services to the community.

Public Engagement Management: Prioritizing public and legislative engagement, the introduction of the PEAK software program and consolidation of the City's websites initiates a comprehensive strategy to enhance communication and civic participation. Ongoing efforts, coupled with well-trained staffing to manage these programs, will provide more user-friendly opportunities for public engagement.

II. Finance & Human Resources

Financial Operations: Recognizing the importance of sound financial practices, staff recommends realigning some of the city's current financial procedures. Aligning these processes with industry standards will serve to enhance protections and safeguard Ranson's financial assets.

Online Payments: Ranson is embracing technological advancements by planning to implement digital payment portals for B&O Taxes, Business Licensing, Traffic Citations, and Parks & Recreation fees. This initiative not only streamlines processes but also ensures compliance with state laws.

Retirement Benefits Project: Retirement benefits have been a focal point of the previous year's workload. Staff is optimistic that this project will reach completion and be implemented at the commencement of the FY25 fiscal year.

III. Community Development

Development: Staff will concentrate on expanding the commercial and healthcare development sectors in the city. Staff's primary focus will involve recommending adjustments to the regulatory environment that could incentivize these types of development. Additionally, consideration will be given to enhancing the City's partnership with the Jefferson County Development Authority and/or reconstituting the Ranson Development Authority. While residential development is happening at a robust pace, the upcoming year's focus should be on fostering development that meets the needs of our growing residential population.

Briar Run Annexation: Sections of the Briar Run subdivision lie outside Ranson's municipal boundaries. Property owners in these areas, currently outside the city, express interest in annexation. While annexing existing residential properties can have limited financial benefit to a city, there's potential to consider annexing larger undeveloped parcels concurrently. This coordinated approach may offer greater incentives for the city in consideration of the residential annexation. Staff will explore these options and collaborate with residents' representatives to pursue a plan that benefits all parties involved.

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Alternative Transportation: Staff will enhance initiatives to incorporate bike lanes and other innovative transportation elements into development projects. This involves a broader focus on promoting alternative modes of transportation to enhance accessibility and sustainability.

Coordination with WVDOH: Coordinating with the West Virginia Department of Highways remains a challenge for municipalities across the state. This issue is a recurring topic at state gatherings of municipalities, and addressing it is likely to require a broad, state, or regional political push to bring about significant change. Despite the challenges, relationships with the Eastern Panhandle Regional Planning and Development Council and the Hagerstown/Eastern Panhandle Metropolitan Planning Organization (HEPMPO) provide numerous coordination opportunities and currently serve as our strongest communication link in addressing this matter. Staff will continue to engage with these organizations and work toward the goal of improved communication and coordination.

Homelessness: Staff will work to sustain and strengthen our partnership with Jefferson County Community Ministries (JCCM) to expand their programming. Our commitment lies in fostering growth and enhancing offerings that directly benefit the homeless and disadvantaged populations within our community. Through continued collaboration, we aim to address the evolving needs of these individuals, working together to create a more supportive and inclusive environment for all residents.

IV. Public Works

Sidewalk Infrastructure: Ranson maintains a well-established commitment to improving sidewalks, and staff intends to persist in the ongoing investment in the city's sidewalk infrastructure. This dedication encompasses ongoing maintenance, expansion, identification of problematic areas, and enhancements to guarantee the provision of safe and convenient pathways for pedestrians.

Fire Hydrants: Collaborating with both water utility providers, staff will work to identify and address needs for additional fire hydrants in the old town area of Ranson, in an effort to enhance firefighting capabilities and overall community safety.

Stormwater Management: Staff is dedicated to exploring the creation of a stormwater utility, with a primary focus on streamlining stormwater management and, significantly, securing a dependable funding source for essential improvements to ensure long-term and environmentally sustainable stormwater management. This effort involves considering the potential establishment of both local and regional stormwater utilities to efficiently manage stormwater infrastructure across the area.

V. Police Department

Community Trainings: Staff will explore opportunities to fund and promote comprehensive emergency response trainings for the public, empowering individuals to effectively navigate and respond to critical situations.

VI. Parks & Recreation

Health & Wellness: Staff will work to enhance the Parks and Recreation Department's programming, utilizing all facilities year-round to cater to a diverse population. From fitness classes, cultural events, health fairs, and senior specific programing, staff will work to create a dynamic schedule that engages residents of all ages and backgrounds, fostering a healthier and more connected community.

Cultural Initiatives: To develop a stronger sense of community and inclusivity staff will work to expand city-sponsored activities. This includes organizing events such as community block parties and city-sponsored festivals that bring residents together for shared enjoyment and celebration. Specific event ideas that have been expressed include those that support the less fortunate, wounded warriors, and other deserving groups. By creating diverse and inclusive activities, we aim to build connections, enhance community engagement, and make our city a place where everyone feels valued and celebrated.

Senior Support Initiatives: Our team is dedicated to enhancing the support system for our elderly population through strategic planning and engagement. This involves collaborating with partner organizations and directly involving senior community members in the planning process. Our focus areas include developing recreational programs, expanding age-specific housing opportunities, and addressing other specific needs identified through direct engagement. By actively listening to those affected, our goal is to ensure that the resulting initiatives are not only meaningful but also practical and realistic.

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AGENDA ITEM VI.3

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: Presentation

AGENDA SECTION: **COUNCIL BUSINESS**

SUBJECT:

Ranson Community Gardens is requesting the City to revisit the current usage agreement for the property they occupy. Over the course of their operations, with verbal approval from various city officials, several new areas in close proximity to the core facility have been utilized by the community gardens. The revised agreement, including the exhibit, has been written to reflect these changes and update the agreement to match the current usage situation. The City Council is asked to consider adopting the included Memorandum of Understanding (MOU) which is intended to replace the existing agreement.

ATTACHMENTS:

Community Gardens Updated Agreement 2024 DRAFT.docx
Community Gardens MOU, Exhibit A.pdf
Lease City of Ranson.pdf

MEMORANDUM OF UNDERSTANDING

Between:

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

And

Ranson Community Gardens, Inc.
P.O. Box 919
Ranson, WV 25438

Date of Agreement: May 21,2024

Intent:
This Memorandum of Understanding (MOU) is to establish a collaborative framework under which the City of Ranson (City) provides Ranson Community Gardens, Inc. (RCG) access and use of the designated parcels located at 408 S. Mineral Street, Ranson, WV, and adjoining parcels and areas as depicted in Exhibit A of this document., hereinafter referred to as the "Property," for the purpose of developing and maintaining a community garden and related activities that benefit the community.

REVOCATION OF PREVIOUS LICENSE

The "Revocable and Limited License to Encroach Upon Public Property," dated August 18, 2020, is hereby revoked per provision 5 of that agreement upon execution of this agreement.

DESCRIPTION OF THE PROPERTY

a) Physical Address: 408 S. Mineral Street, Ranson, WV, and adjoining parcels and areas as depicted in Exhibit A of this document.
b) Current Use: The Property is currently in use as a community garden facility comprised of a greenhouse structure, raised bed gardens, and various plantings throughout along with supporting facilities and equipment.

AUTHORIZED USES AND RESTRICTIONS

RCG is authorized to use the Property exclusively for community gardening and directly related activities. Any alternative uses of the Property must be expressly authorized by an official action of the Ranson City Council, and such authorization must be documented in writing. All uses shall comply with the Ranson Codified Code and any other applicable local, state, or federal regulations.

MAINTENANCE AND UPKEEP

RCG shall be solely responsible for the maintenance and upkeep of the Property, including, but not limited to, landscaping, mowing,

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and general cleanliness. The Property must be maintained in a condition that meets the standards set forth in the Ranson Codified Code, ensuring it remains safe and aesthetically pleasing.

LIABILITY AND INSURANCE

RCG agrees to indemnify and hold harmless the City from any and all claims, liabilities, damages, and expenses arising from RCG's use of the Property. RCG shall maintain liability insurance coverage sufficient to cover its activities on the Property, with the City named as an additional insured party, and provide proof of such insurance to the City.

TERM OF THE MOU

This MOU shall commence upon signing and remain in effect until terminated by further action of either Party.

TERMINATION

Either party may terminate this MOU upon further action. Notice of termination must be delivered via First-Class mail to ensure receipt.

GENERAL PROVISIONS

a) This MOU constitutes the entire agreement between the City and RCG concerning the subject matter hereof and supersedes all previous agreements, promises, proposals, representations, understandings, and negotiations, whether written or oral, between the parties respecting the subject matter hereof.
b) Amendments to this MOU must be made in writing and signed by duly authorized representatives of both parties.
c) The invalidity or unenforceability of any provisions of this MOU shall not affect the other provisions hereof, and this MOU shall be construed in all respects as if such invalid or unenforceable provisions were omitted.

IN WITNESS WHEREOF, the parties hereto have executed this Memorandum of Understanding as of the day and year first written above.

CITY OF RANSON

Signature: _____
Name:
Title:
Date:

RANSON COMMUNITY GARDENS, INC.

Signature: _____
Name:
Title:
Date:

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Community Gardens MOU, Exhibit A



May 8, 2024

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Copyright 2017

RESOLUTION #2020-32

A RESOLUTON OF THE CITY COUNCIL OF THE CITY OF RANSON AUTHORIZING THE MAYOR OR HIS DESIGNEE TO EXECUTE A LICENSE/ENCROACHMENT AGREEMENT BETWEEN THE CITY OF RANSON AND RANSON COMMUNITY GARDENS, INC. TO HOST AND OPERATE A COMMUNITY GARDEN

THE CITY OF RANSON RESOLVES AS FOLLOWS:

Section 1. The Mayor or his designee is authorized to sign the attached license/encroachment agreement between the City of Ranson and Ranson Community Gardens, Inc.

Section 2. A true copy of the agreement is attached.

Section 3. An executed agreement is directed to be forwarded to Ranson Community Gardens, Inc.

Signed and approved this 18th day of August 2020.

Keith D. Pierson
Mayor

ATTEST:

Stacey A. Pfaltzgraff
City Clerk

REVOCABLE AND LIMITED LICENSE TO ENCROACH UPON PUBLIC PROPERTY

THIS REVOCABLE AND LIMITED LICENSE TO ENCORACH is granted and made this 18th day of August, 2020, by the City of Ranson ("City" or "Licensor"), a political subdivision of the State of West Virginia, to and for Ranson Community Gardens, Inc., a West Virginia non-profit corporation ("Licensee").

WHEREAS, Licensor owns certain real property and ancillary public rights of way within the City known as 408 Mineral Street and 3rd Alley, as depicted and further described at Exhibit "A", attached and incorporated herein ("the subject property" OR "encroachment area"); and,

WHEREAS, Licensee desires to encroach upon this public property to host and operate a community garden; and,

WHEREAS, the City is willing and able to grant this encroachment and authorize this use subject to the terms and restrictions listed below.

THEREFORE, LICENSOR CITY GRANTS TO LICENSEE THIS LIMITED LICENSE:

1. Licensee may enter upon, occupy and use public property depicted at Exhibit "A" in order to construct, maintain, host and operate a community garden.
2. Licensee shall ensure that the subject property and any associated facilities are maintained in good, clean and safe order and in accordance with the City Code and best gardening management practices.
3. Licensee shall take all reasonable measures to ensure the safety of the public using, visiting or traveling past the encroachment area. Licensee shall timely report to the City Manager any injury to persons or property occurring upon the property.
4. Licensee may erect permanent improvements upon the subject property only upon written permission of the City Manager and in compliance with all relevant building and safety codes.
5. This License is revocable upon written notice to Licensee and solely at the will and pleasure of the City.
6. The City or its agent(s) may enter the subject property at any reasonable or necessary time in order to conduct the public business, including, but not limited to, repairs or improvements to public infrastructure and to clean the subject property or otherwise bring the property into Code compliance. In either case, the City Manager shall provide to Licensee prior notice of any such entry.

7. If the City is compelled to enter the subject property in order to clean or otherwise bring the property into Code compliance and/or a safe condition, Licensee shall be responsible for the full cost of such work.

8. The term of this License is indefinite and shall expire upon further action of either Party.
9. This License is grated to the named party (in personam) and shall be invalid upon corporate deactivation or decertification by act of the Licensee or the West Virginia Secretary of State.
10. Licensee shall and hereby does forever and completely indemnify Licensor against and from any and all liability and/or costs arising from or related to this licensed occupancy.
11. This License is governed by the laws of the State of West Virginia. Venue for any dispute arising regarding these terms is the Circuit Court of Jefferson County, West Virginia.
12. This writing is the full and final License awarded by the City. Any extension or modification must be made by a writing issued by the City.
13. Notice to parties shall be made by First Class mail to:

City Manager
City of Ranson
312 S. Mildred Street
Ranson WV 25438

Ranson Community Gardens, Inc.
Scott Hutton, President
P.O. Box 919
Ranson WV 25438

IN WITNESS WHEREOF, and with intent to be legally bound by the terms herein, these Parties affix their authorized signatures, to wit:

Keith D. Pierson – Mayor
City of Ranson

Scott Hutton

Scott Hutton, President
Ranson Community Gardens, Inc.

AGENDA ITEM VI.4

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: Presentation

AGENDA SECTION: **COUNCIL BUSINESS**

SUBJECT:

The Mini-Grant Committee provides the included funding recommendation based on an evaluation of the included application. The applicant was not previously considered by the committee due to an application submission error. The City Council is asked to consider approval of this recommendation.

Councilor Suits has also expressed concerns regarding two additional applications and would like to discuss those with the broader Council as well.

ATTACHMENTS:

To The ResQ Ranson mini-grant app 2024.pdf

Please type or print clearly. **Date:** 12/20/23

Organization Information

Legal name of applicant organization: To The ResQ, Inc.
Mailing address: 33 Bufflehead Drive
Harpers Ferry, WV 25425
Physical address, if different: same
Executive Director, President, or CEO name and title: R. Anna Holland, Executive Director
Telephone: 301-606-8619 Fax: N/A Email: ttr.grants@gmail.com
Contact title and telephone no: Mary Stevanus, Grants Director 301-432-7014
Website: http://totheresq.org
Year organization was founded: 2022
Organization's tax exempt # (EIN) 88-2585547
Organization's total operating budget for current fiscal year: ?
Amount of request: $5,500

Grant Request Information

Fiscal agent: Mary Stevanus
Name of project: Spay/Neuter of cats and kittens in the Ranson area
Project abstract (Please give a brief summary of project – if your grant is selected, this will b for public relations purposes): If more space is needed, please attach separate sheet, not to one page. Spay/neuter is the only way to control the overpopulation of homeless cats and kittens. To The ResQ will continue to work with citizens and local rescue groups to trap/rescue homeless animals, spay/neuter them and give essential vaccinantions and medical care so they can find homes off the streets. To The ResQ brings together a network of animal rescue groups, veterinarians, and foster groups to rescue and rehome homeless animals.

Beginning and ending dates of project/activity: Jan 1 2024 – Dec 31, 2024

Total Grant Request

Total cost of proposed project	$ 15,000
Amount requested in this application	$ 5,500
This request as % of total project cost	% 30

List any previous funding received from the city of Ranson (e.g., year, purpose & amount):
$1,5000 from Ranson Mini-grant 2023. All funds used and grant report submitted.

Budget

This organization is (will be) requesting funds for: (Please check all that apply in the left column)

		Cost
Acquisition		
Basic Needs		
Capital		
Construction		
Crisis Intervention		
Equipment	$500	$500
Families		
Fixed Assets		
Health		
Ongoing Costs		
Project/Program Support	$5000	$15000
Renovation		
Rent		
Safety, Education & Training		
Start-Up costs		
Supplies		
Utilities		
Other		
TOTAL		**$ 15,500**

Chair/President of Board of Directors — Date: 12/20/23

Executive Director of Organization — Date: 12/20/23

2063

Supplemental information: To The ResQ, Inc. – Ranson Mini-grant application 2024

Low-income pet owners and people who find stray animals often cannot afford to provide veterinary care, including spay/neuter, that their pets need. These costs force owners to consider surrendering or abandoning much loved companions they can no longer afford. Low cost Spay/neuter and rabies vaccines are essential pet care and critically needed to reduce animal overpopulation in the Ranson area.

To The ResQ, Inc. (TTR) is requesting $5,500 to continue the work begun using 2022 Ranson mini-grant funds to provide spay/neuter, vaccination, microchip, and ear-tip to keep pets with their owners or off the streets. We will also purchase traps to lend to residents and animal rescuers to trap and provide care for homeless animals. To The ResQ is a 501(c)3 all-volunteer group dedicated to reducing the overpopulation crisis in West Virginia through spay/neuter, TNR, and rehoming homeless cats and dogs.

TTR will use funds from the Ranson mini-grant to:

- Reduce the cost to pet owners and rescue groups by paying a portion of the cost of surgeries, rabies and distemper vaccines, and other related medical costs associated with spay/neuter.
- Provide free transportation of pets for spay/neuter.
- Purchase traps available to loan to residents and rescue groups to remove animals from the streets
- Promote the need for spay/neuter across the Ranson and Jefferson County

There are many locations in the Ranson area where homeless cats gather and Trap-Neuter-Release (TNR) is urgently needed. TNR traps animals, provides spay/neuter and rabies vaccines, and returns them to the outside home where colony caretakers feed and manage them. Ideally, we will work with a rescue group to find a new home.

There are still NO low-cost spay/neuter options in the Eastern Panhandle of West Virginia and NO municipal animal shelter to take homeless cats in. We prefer to use veterinary clinics in WV, but often use low-cost clinics in Maryland, Virginia, and Pennsylvania to benefit the most animals possible. The cost for spay/neuter with a rabies vaccine at a full-service veterinarian in our area can range from $200 to $400 versus $60 to $80 at a low-cost clinic. Dogs can be significantly more expensive. Animals can also receive distemper vaccines, microchips, flea and tick medication and deworming treatments for minimal cost.

TTR will leverage support from other spay/neuter grants and our generous donors to pay a portion of the spay/neuter cost. We ask Jefferson County pet owners to request discount coupons from the Animal Welfare Society of Jefferson County. These coupons reduce the surgery costs: $35 for feline spay, $25 for feline neuter, or $30 for canine spay or neuter. AWS no longer allows TTR to benefit from these small but important tools that remove even more breeding animals off the streets of the county.

To The ResQ is an all-volunteer organization with no paid staff. We work to raise funds and use all funds to support animal care and rescue. Our recent 2nd annual Endless Pawsibilities "Winter Masquerade Furball" event held at the Hollywood Casino was very successful and raised funds to support our spay/neuter and TNR efforts, as well as provided funds for other rescue organizations in our area. But those funds will only take us so far.

To The ResQ has already built a network of animal rescues, veterinarians, and fosters and we are working hard to expand that network every day. Our common goal: to help improve and save the lives of animals in need. Helping us to reduce cat overpopulation in our area through spay and neuter is the best strategy, and your help will have an enormous impact on our ability to tackle this problem.

3063

AGENDA ITEM VI.5

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong, Finance

ITEM TYPE: Presentation

AGENDA SECTION: **COUNCIL BUSINESS**

SUBJECT:

As required by State law, the City is revising its current budget to ensure each department 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 $776,299 dollars. Enclosed is a copy of the General Fund Budget Revision #3 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. Increasing the Utility Tax Revenue, B&O Tax Revenue, Building Permit Revenue, Planning Commission Fee Revenue, and Interest Gained Revenue accounts a. Immaterial increases to Interstate Registration Revenues, Rental
2. Registration Revenue, Private Liquor Club Revenue, Payroll Reimbursements, and Miscellaneous Revenues.
3. Additional allotment of $12,500 for City Administration to account for the final Peak Agenda implementation cost and minor supplies.
4. Additional allotment of $76,500 for Planning & Zoning to account for engineering/review/inspection contract costs as well as training expenses for current staff.
5. Additional allotment of $53,500 for City Hall to account for minor building maintenance, unexpected payroll training cost, City Hall landscaping service contract costs, and credit card processing fees.
6. Additional allotment of $41,000 for Police Overtime ($29.5K reimbursed via other agencies and reported under revenue line 001-374-100), PD Dues, the Body Worn Camera yearly maintenance/replacement contract, and training expenses.

7. Additional allotment of $3,510 for Crossing Guards' wages/taxes (100% reimbursed by the Jeff Co BOE).
8. Additional allotment of $22,000 for Streets Insurance expense.

1. Review General Fund Balance Budget revision #3 and Staff recommendation for adjustments.

2. Call for Motion to accept the budget revision as presented.
3. Take vote and record results.
4. If approved, direct Staff to submit revision with resolution to State.

ATTACHMENTS:

FY 24 General Funds 3 Resolution 2024.docx
General Fund Budget Revision#3 FY24 5-21-2024 FV.pdf
General Fund Budget Revision#3 Worksheet FY24 5-21-2024.pdf

RESOLUTION 2024-10

At a regular session of the municipal council, held May 21, 2024, the following order was made and entered:

SUBJECT: The third revision of the FY2024 General Fund Budget of the City of Ranson.

The following resolution was offered:

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

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

_____ Yes or No
Mayor Duke Pierson

_____ Yes or No
Michael Anderson

_____ Yes or No
Andy Colandrea

_____ Yes or No
Amanda Stroud

_____ Yes or No
Tommy Custer

_____ Yes or No
Ken Suits

_____ Yes or No
Herbie McDaniel

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

_____
Keith D. Pierson
Mayor

ATTEST:

_____
Darla Armstrong
City Clerk

AFFIX CITY SEAL:

FY 2024
General Fund Budget
Budget Revision Summary

	Original Budget Approved 4/18/2023	Current Budget as of 1/16/2024	Budget Revision 3	Proposed Budget	Year to Date	Proposed Budget Balance	% of Budget Received
FY23 Carryover Fund Balance	*200,000*	2,015,058	-	2,015,058	*2,015,058*	-	100%
Revenue Summary							
Taxes	*4,113,565*	4,512,165	**505,799**	5,017,964	3,743,127	(1,274,837)	75%
Fines & Forfeitures	*350,000*	400,000	**-**	400,000	313,104	(86,897)	78%
Licenses & Permits	*221,000*	422,500	**187,500**	610,000	457,436	(152,564)	75%
Charges for Services	*23,000*	66,500	**50,000**	116,500	100,559	(15,942)	86%
Intergovernmental	*1,730,000*	4,057,745	**10,000**	4,067,745	3,253,146	(814,599)	80%
Miscellaneous	*20,000*	47,000	**23,000**	70,000	58,684	(11,316)	84%
Total Revenues	***6,657,565***	***11,520,968***	**776,299**	**12,297,267**	***9,941,113***	**(2,356,154)**	***81%***
Expenditure Summary							
Mayor's Office	*15,060*	15,060	**-**	15,060	9,689	5,372	64%
City Council	*66,800*	66,800	**-**	66,800	48,443	18,357	73%
City Administrator	*385,940*	515,440	**12,500**	527,940	334,761	193,179	63%
Police Judge's Office	*34,300*	34,300	**-**	34,300	19,382	14,918	57%
Contribution to Commissions	*47,445*	1,118,658	**-**	1,118,658	651,770	466,888	58%
Regional Development Authority	-	4,445	**-**	4,445	4,445	0	100%
Planning & Zoning	*862,240*	950,500	**76,500**	1,027,000	612,876	414,124	60%
Elections	-	-	**-**	-	-	-	
City Hall	*940,220*	1,173,000	**53,500**	1,226,500	805,108	421,392	66%
Contribution/Transfer	*200,000*	1,500,000	**-**	1,500,000	750,000	750,000	50%
Contingency	-	216,528	**567,289**	783,817	-	783,817	0%
Police Department	*2,261,300*	2,589,500	**41,000**	2,630,500	1,792,353	838,147	68%
Police Special Duty	*16,300*	20,690	**3,510**	24,200	16,354	7,846	68%
Streets Department	*1,177,960*	1,257,960	**22,000**	1,279,960	858,563	421,397	67%
Street Lights	*100,000*	105,000	**-**	105,000	85,916	19,084	82%
Parks & Recreation	*275,000*	300,000	**-**	300,000	238,464	61,536	79%
Convention & Visitor's Bureau	*275,000*	300,000	**-**	300,000	238,464	61,536	79%
975 General Government Capital Outlay	-	1,353,087	**-**	1,353,087	-	1,353,087	
Total Expenditures	***6,657,565***	***11,520,968***	**776,299**	**12,297,267**	***6,466,588***	**5,830,679**	***53%***
Revenue Over Expenses					***3,474,525***		

FY 2024 General Fund Budget Revenues

Account Number	*Description*	*Current Budget as of 1/16/2024*	*Budget Revision #3 05-21-2024*	*Proposed Current FY 2024 Budget*	*FY2024 Q1*	*FY2024 Q2*	*FY2024 Q3*	*Year to Date*	*Current Budget Balance*	*Revised Budget Balance*	*% of Budget Received*	*Revision 3 Descriptions*
	FY23 Carryover Fund Balance	2,015,058		2,015,058	2,015,058	-	-	2,015,058	-	-	100%	
001.301.100.100	Ad Valorem Tax Current Year	1,560,864		1,560,864	605,811	372,249	451,421	1,429,480	131,384	131,384	92%	
001.303.100.100	Gas and Oil Severance Tax Current Year	55,600		55,600	-	55,538	-	55,538	62	62	100%	
001.304.100.100	Utility Tax	190,000	**35,000**	**225,000**	34,236	67,648	73,641	175,525	14,475	49,475	92%	*Higher trending monthly remittances from various telecommunications/utility*
001.305.100.103	B&O Tax	2,039,201	**460,799**	**2,500,000**	36,338	769,483	818,272	1,624,093	415,108	875,907	80%	*Increased collections due to compliance efforts from Finance/Caitlyn*
001.306.100.100	Wine and Liquor Tax	65,000	**10,000**	**75,000**	-	19,831	20,926	40,757	24,243	34,243	63%	*Higher trending monthly distributions from State Treasurer's Office*
001.307.100.100	Animal Tax	1,500		1,500	813	289	54	1,156	344	344	77%	
001.308.100.100	Hotel/Motel Tax	600,000		600,000	113,671	172,056	130,851	416,578	183,422	183,422	69%	
001.320.100.100	Fines, Fees, and Court Costs	400,000		400,000	100,931	100,469	111,519	312,919	87,082	87,082	78%	
001.321.100.100	Parking Tickets	-		-	75	20	90	185	(185)	(185)	0%	
001.325.100.100	Business Licenses	15,000		15,000	6,977	1,518	1,415	9,909	5,091	5,091	66%	
001.326.100.100	Building Permits	300,000	**175,000**	**475,000**	87,108	156,731	101,509	345,348	(45,348)	129,652	115%	*Significantly higher collections than budgeted due in large part to Single Family Home Developments*
001.326.102.100	U&O Permits	-		-	2,400	7,600	5,950	15,950	(15,950)	(15,950)	0%	
001.328.100.100	Franchise Tax	45,000		45,000	-	12,942	12,716	25,658	19,342	19,342	57%	
001.329.100.100	Rental Registration	2,500	**2,500**	**5,000**	1,000	940	2,040	3,980	(1,480)	1,020	159%	*Increased collections due to compliance efforts from P&Z/Kim.*
001.330.100.100	IRP Fees	60,000	**10,000**	**70,000**	23,020	16,825	16,746	56,592	3,408	13,408	94%	*Higher trending monthly distributions from State Treasurer's Office*
001.335.100.100	Private Liquor Club Fees	6,500		6,500	2,455	3,475	190	6,120	380	380	94%	
001.353.100.111	Planning Commission Fees	60,000	**50,000**	**110,000**	98	53,376	40,965	94,439	(34,439)	15,562	157%	*Significantly higher collections than budgeted due in large part to Single Family Home Developments Plan Review & Misc Fees*
001.365.100.100	Federal Grants	-		-	45,844	-	-	45,844	(45,844)	(45,844)	0%	
001.369.100.100	Contributions from Other Funds (Sales Tax)	1,700,000		1,700,000	-	850,000	-	850,000	850,000	850,000	50%	
001.369.100.200	Contributions from Other Funds (ARPA Revenue Loss Allowance XFR)	2,327,745		2,327,745	2,327,745	-	-	2,327,745	-	-	100%	
001.374.100.100	Payroll Reimbursement	30,000	**10,000**	**40,000**	6,107	12,862	10,588	29,557	443	10,443	99%	*Increased reimbursements received for PD overtime*
001.380.100.100	Interest Gained on Investments	25,000	**5,000**	**30,000**	5,074	9,546	8,624	23,244	1,756	6,756	93%	*Adjustment to accommodate increased interest received on City bank accounts*
001.382.100.100	Refunds & Rebates	15,000		15,000	1,495	4,858	9,395	15,748	(748)	(748)	105%	
001.383.100.100	Sale of Fixed Asset	1,000	**4,000**	**5,000**	-	-	4,689	4,689	(3,689)	311	469%	*Spring 2024 asset auction adjustment*
001.386.100.100	Insurance Claim	-	**10,000**	**10,000**	(159)	1,251	5,406	6,497	(6,497)	3,503	0%	*Adjustment to accommodate increased Travelers insurance claims payment received*
001.389.100.100	Accident Reports	5,000		5,000	1,420	1,160	660	3,240	1,760	1,760	65%	
001.389.101.100	Criminal Reports	-		-	100	40	20	160	(160)	(160)	0%	
001.399.100.100	Miscellaneous	1,000	**4,000**	**5,000**	1,419	170	3,116	4,705	(3,705)	295	471%	*Tax Loss Restoration Fund payout adjustment*
001.399.102.100	Yard Sale Fees	-		-	135	25	10	170	(170)	(170)	0%	
001.399.103.100	Fingerprint Fee	-		-	50	100	80	230	(230)	(230)	0%	
	Total Revenues	***11,520,968***	***776,299***	***12,297,267***	***5,419,220***	***2,691,000***	***1,830,893***	***9,941,113***	***1,579,855***	***2,356,154***	***81%***	

FY 2024 General Fund Budget Expenditures

Account Number	Description	Current Budget as of 1/16/2024	Budget Revision #3 05-21-2024	Proposed Current FY 2024 Budget	FY2024 Q1	FY2024 Q2	FY2024 Q3	Year-to-date	Current Budget Balance	Revised Budget Balance	Percent of Budget Expended	Revision #3 Description
409 - Mayor's Office												
001.409.101.000	Mayor Salary	12,000		12,000	3,000	3,000	3,000	9,000	3,000	3,000	75%	
001.409.104.000	Mayor FICA	960		960	230	230	230	689	272	272	72%	
001.409.214.000	Mayor Travel	2,000		2,000	-	-	-	-	2,000	2,000	0%	
001.409.226.000	Mayor Insurance Bonds	100		100	-	-	-	-	100	100	0%	
	Total	***15,060***		***15,060***	***3,230***	***3,230***	***3,230***	***9,689***	***5,372***	***5,372***	***64%***	
410 - City Council												
001.410.101.000	City Council Salary	60,000		60,000	15,000	15,000	15,000	45,000	15,000	15,000	75%	
001.410.104.000	City Council FICA	4,800		4,800	1,148	1,148	1,148	3,443	1,358	1,358	72%	
001.410.214.000	City Council Travel	2,000		2,000	-	-	-	-	2,000	2,000	0%	
001.410.226.000	City Council Insurance Bonds	-		-	-	-	-	-	-	-	0%	
	Total	***66,800***		***66,800***	**16,148**	**16,148**	**16,148**	**48,443**	**18,357**	**18,357**	**73%**	
412 - City Manager Office												
001.412.103.000	City Manager Salary (2 FT & 1 PT employees)	238000		238000	49,676	65,287	50,370	165,334	72,666	72,666	69%	
001.412.104.000	City Manager FICA	19440		19440	3,974	4,044	4,022	12,040	7,400	7,400	62%	
001.412.105.000	City Manager Insurance	55000		55000	8,644	9,217	8,920	26,780	28,220	28,220	49%	
001.412.106.000	City Manager Retirement	25000		25000	4,709	4,595	5,036	14,339	10,661	10,661	57%	
001.412.108.000	City Manager Overtime	5000		5000	31	2,472	-	2,504	2,496	2,496	50%	
001.412.214.000	City Manager Travel	5000		5000	924	-	-	924	4,076	4,076	18%	
001.412.221.000	City Manager Training	2000		2000	210	-	79	289	1,712	1,712	14%	
001.412.222.000	City Manager Dues and Subscriptions	3500		3500	610	-	621	1,231	2,269	2,269	35%	
001.412.223.000	City Manager Professional Services	120000		120000	40,061	35,205	567	75,833	44,167	44,167	63%	
001.412.226.000	City Manager Insurance and Bonds	0		0	-	-	-	-	-	-	0%	
001.412.341.000	City Adminstration Supplies and Materials	3500	*2500*	6000	320	2,234	751	3,305	195	2,695	55%	*Adjustment for Supplies Orders & Minor IT supplies*
001.412.343.000	City Manager Gas Oil Tires	1000		1000	109	-	13	122	878	878	12%	
001.412.353.000	City Manager Computer Software	38000	*10000*	48000	-	31,511	550	32,061	5,939	15,939	67%	*Adjustment for PeakAgenda implementation/maintenance*
	Total	***515,440***	***12,500***	***527,940***	***109,269***	***154,565***	***70,927***	***334,761***	***180,679***	***193,179***	***63%***	
416 - Police Judge's Office												
001.416.103.000	Police Judge Salary (2 Mags; 1 Prosecutor)	25,000		25,000	5,700	6,512	5,700	17,912	7,088	7,088	72%	
001.416.104.000	Police Judge FICA	2,000		2,000	436	498	436	1,370	630	630	69%	
001.416.223.000	Police Judge Professional Services	7,000		7,000	-	-	-	-	7,000	7,000	0%	
001.416.226.000	Police Judge Insurance and Bonds	300		300	-	-	100	100	200	200	33%	
	Total	***34,300***		***34,300***	***6,136***	***7,010***	***6,236***	***19,382***	***14,918***	***14,918***	***57%***	
424 - Contributions												
001.424.568.000	Contributions - Dispersed	-		-	-	-	-	-	-	-	-	
	Region 9 Planning & Development Council	-		-	-	-	-	-	-	-	0%	
	PANTRAN	15,000		15,000	-	-	-	-	15,000	15,000	0%	
	Independent Fire Dept	14,000		14,000	-	-	-	-	14,000	14,000	0%	
	Citizen Fire Dept	9,000		9,000	-	-	-	-	9,000	9,000	0%	
	Mini-Grant Program	975,658		975,658	361,595	290,175	-	651,770	323,888	323,888	67%	
	2023 Ranson Community Distribution Program	100,000		100,000	-	-	-	-	100,000	100,000	0%	
	Community Sponsorship	5,000		5,000	-	-	-	-	5,000	5,000	0%	
	Total	***1,118,658***		***1,118,658***	***361,595***	***290,175***	***-***	***651,770***	***466,888***	***466,888***	***58%***	

FY 2024 General Fund Budget Expenditures

Account Number	Description	Current Budget as of 1/16/2024	Budget Revision #3 05-21-2024	Proposed Current FY 2024 Budget	FY2024 Q1	FY2024 Q2	FY2024 Q3	Year-to-date	Current Budget Balance	Revised Budget Balance	Percent of Budget Expended	Revision #3 Description
435 - Regional Development Authority												
001.435.222.000	Region 9 Planning & Development Council	**4,445**		**4,445**	**4,445**	-	-	**4,445**	0	0	100%	
437 - Planning and Zoning												
001.437.103.000	Planning & Zoning Salary (7 FT employees)	473,000		473,000	107,246	79,610	90,976	277,833	195,167	195,167	59%	
001.437.104.000	Planning and Zoning FICA	35,000		35,000	8,427	6,269	7,021	21,717	13,283	13,283	62%	
001.437.105.000	Planning and Zoning Insurance	93,000		93,000	13,983	13,212	5,233	32,428	60,572	60,572	35%	
001.437.106.000	Planning and Zoning Retirement	47,000		47,000	8,602	6,709	7,912	23,222	23,778	23,778	49%	
001.437.108.000	Planning and Zoning Overtime/Extra Help	5,000		5,000	270	-	13	283	4,717	4,717	6%	
001.437.214.000	Planning and Zoning Travel	3,000		3,000	363	-	126	489	2,511	2,511	16%	
001.437.217.000	Planning and Zoning Vehicle Repair	1,000		1,000	-	-	-	-	1,000	1,000	0%	
001.437.220.000	Planning and Zoning Legal Publications	4,000		4,000	503	537	604	1,643	2,357	2,357	41%	
001.437.221.000	Planning and Zoning Training	5,000	*1,500*	6,500	2,547	581	655	3,783	1,217	2,717	58%	*Adjustment for training expenses (Pat, Kim, Reiley)*
001.437.222.000	Planning & Zoning Dues and Subscriptions	1,500		1,500	75	-	270	345	1,155	1,155	23%	
001.437.223.000	Planning and Zoning Professional Services	250,000	*75,000*	325,000	52,928	77,410	98,901	229,238	20,762	95,762	71%	*Adjustment for higher tracking P&Z service support (plan review, site inspections, etc.)*
001.437.230.001	Planning and Zoning Contracted Services	1,000		1,000	106	74	-	181	819	819	18%	
001.437.238.000	Planning and Zoning Refund of Deposits	7,500		7,500	310	-	185	495	7,005	7,005	7%	
001.437.341.000	Planning and Zoning Supplies and Materials	10,000		10,000	597	1,263	2,098	3,958	6,042	6,042	40%	
001.437.343.000	Planning and Zoning Gas, Oil, Tires	2,500		2,500	541	175	263	979	1,521	1,521	39%	
001.437.353.000	Planning and Zoning Computer Software	12,000		12,000	2,162	1,621	1,621	5,404	6,596	6,596	45%	
	Total	***950,500***	***76,500***	***1,027,000***	***198,660***	***187,460***	***226,756***	***612,876***	***337,624***	***414,124***	***60%***	
440 - City Hall												
001.440.103.000	City Hall Salary (4 FT & 1 PT employees)	270,000		270,000	52,275	51,007	77,948	181,230	88,770	88,770	67%	
001.440.104.000	City Hall FICA	21,000		21,000	5,067	4,085	5,588	14,740	6,260	6,260	70%	
001.440.105.000	City Hall Insurance	53,000		53,000	8,577	8,540	11,081	28,198	24,802	24,802	53%	
001.440.106.000	City Hall Retirement	25,000		25,000	4,406	4,358	5,953	14,717	10,283	10,283	59%	
001.440.108.000	City Hall Overtime / Extra Help	1,000		1,000	-	208	-	208	792	792	21%	
001.440.211.000	City Hall Telephone	32,500		32,500	5,168	5,095	5,726	15,988	16,512	16,512	49%	
001.440.213.000	City Hall Utilities	20,000		20,000	3,046	4,329	5,902	13,276	6,724	6,724	66%	
001.440.214.000	City Hall Travel	1,500		1,500	-	385	-	385	1,115	1,115	26%	
001.440.215.000	City Hall Maintenance / Repair Building	11,000	*2,000*	13,000	1,088	2,298	5,301	8,686	2,314	4,314	67%	*Adjustment for minor improvements/repairs at City Hall building*
001.440.217.000	City Hall Vehicle Repair	-		-	-	-	-	-	-	-		
001.440.218.000	City Hall Postage / Meter	8,000		8,000	2,265	1,595	1,469	5,330	2,670	2,670	67%	
001.440.219.000	City Hall Building and Equipment Rents	14,000		14,000	3,632	3,136	2,692	9,459	4,541	4,541	68%	
001.440.220.000	City Hall Advertising / Legal Publications	6,000		6,000	409	717	279	1,404	4,596	4,596	23%	
001.440.221.000	City Hall Training	2,000	*1,500*	3,500	1,846	-	150	1,996	5	1,505	57%	*Adjustment for additional training expenses given payroll vacancy*
001.440.222.000	City Hall Dues and Subscriptions	3,500		3,500	2,081	-	-	2,081	1,419	1,419	59%	
001.440.223.000	City Hall Professional Services	90,000	*10,000*	100,000	16,500	30,014	22,274	68,788	21,212	31,212	69%	*Adjustment for NR Deed*
001.440.224.000	City Hall Audit Costs	50,000		50,000	-	8,994	-	8,994	41,007	41,007	18%	
001.440.226.000	City Hall Insurance and Bonds (Travelers)	265,000		265,000	112,697	80,205	60,336	253,237	11,763	11,763	96%	
001.440.230.000	City Hall Contracted Services	140,000	*25,000*	165,000	25,212	32,023	36,378	93,613	46,387	71,387	57%	*Adjustment to account for increased City Hall IT expenses and landscaping previously recorded under Streets*
001.440.232.000	City Hall Bank Charges	40,000	*15,000*	55,000	7,911	11,678	11,986	31,575	8,425	23,425	57%	*Adjustment for credit card processing fees*
001.440.236.000	City Hall Refunds	2,000		2,000	278	-	-	278	1,722	1,722	14%	
001.440.341.000	City Hall Supplies and Materials	15,000		15,000	4,577	1,891	1,335	7,803	7,197	7,197	52%	
001.440.343.000	City Hall Oil, Gas & Tires	500		500	138	123	-	262	238	238	52%	
001.440.353.000	City Hall Computer Software	100,000		100,000	33,354	8,500	101	41,955	58,045	58,045	42%	
001.440.570.000	City Hall Miscellaneous Fees	2,000		2,000	907	-	-	907	1,093	1,093	45%	
	Total	**1,173,000**	***53,500***	***1,226,500***	***291,434***	***259,178***	***254,496***	***805,108***	***367,892***	***421,392***	***66%***	
444 - Contributions to Other Funds												
001.444.000.000	Contributions to Others Funds											
	Municipal Capital Improvement	1,500,000		1,500,000	-	750,000	-	750,000	750,000	750,000	50%	
	Total	**1,500,000**		***1,500,000***	**-**	***750,000***	**-**	***750,000***	***750,000***	***750,000***	***50%***	
699 - Contingencies												
001.699.000.000	Contingencies	216,528	*567,289*	783,817	-	-	-	-	216,528	783,817	0%	*Excess revenue balance rolled into contingencies expense line*
	Total	**216,528**	***567,289***	***783,817***	**-**	**-**	**-**	**-**	***216,528***	***783,817***	***0%***	
700 - Police												
001.700.103.000	Police Salary (21 FT & 1 PT employees)	1,470,000		1,470,000	348,952	323,729	367,218	1,039,899	430,101	430,101	71%	
001.700.104.000	Police FICA	131,000		131,000	31,694	29,090	34,390	95,173	35,827	35,827	73%	
001.700.105.000	Police Insurance	308,550		308,550	72,694	66,784	68,638	208,115	100,435	100,435	67%	
001.700.106.000	Police Retirement	140,000		140,000	32,134	29,196	33,849	95,180	44,820	44,820	68%	

FY 2024 General Fund Budget Expenditures

Account Number	Description	Current Budget as of 1/16/2024	Budget Revision #3 05-21-2024	Proposed Current FY 2024 Budget	FY2024 Q1	FY2024 Q2	FY2024 Q3	Year-to-date	Current Budget Balance	Revised Budget Balance	Percent of Budget Expended	Revision #3 Description
001.700.108.000	Police Overtime / Extra Help	190,000	*10,000*	200,000	52,243	43,485	63,951	159,679	30,321	40,321	80%	*$29.5K received in payroll reimbursements thru 3/31/2024; balance also includes $47K of leave payouts for PD staff. $83.2K City OT cost for officer through 3/31/2024*
001.700.211.000	Police Telephone	11,500		11,500	1,107	788	1,639	3,534	7,966	7,966	31%	
001.700.213.000	Police Utilities	20,000		20,000	3,035	4,044	4,293	11,372	8,628	8,628	57%	
001.700.214.000	Police Travel	7,500		7,500	1,138	-	-	1,138	6,362	6,362	15%	
001.700.215.000	Police Maintenance / Repair Building	2,500		2,500	-	50	-	50	2,450	2,450	2%	
001.700.216.000	Police Maintenance / Repair Equipment	2,000		2,000	-	-	-	-	2,000	2,000	0%	
001.700.217.000	Police Vehicle Maintenance	25,000		25,000	2,117	575	2,480	5,172	19,828	19,828	21%	
001.700.218.000	Police Postage	1,000		1,000	21	36	173	230	770	770	23%	
001.700.219.000	Police Building and Equipment Rents	6,000		6,000	1,176	1,086	1,132	3,394	2,606	2,606	57%	
001.700.220.000	Police Advertising / Legal Publication	1,250		1,250	-	-	-	-	1,250	1,250	0%	
001.700.221.000	Police Training	10,000		10,000	3,604	1,179	-	4,783	5,217	5,217	48%	
001.700.222.000	Police Dues and Subscriptions	1,000	*1,000*	2,000	100	240	717	1,057	(57)	943	53%	*Adjustment for PD related dues (FBIINNA, IAPC, WVCPA)*
001.700.223.000	Police Professional Services	5,000		5,000	-	-	-	-	5,000	5,000	0%	
001.700.226.000	Police Insurance and Bonds	200		200	-	-	-	-	200	200	0%	
001.700.230.000	Police Contracted Services	20,000	*20,000*	40,000	7,585	2,451	8,177	18,212	1,788	21,788	46%	*Adjustment for AXON BWC TAP renewals*
001.700.233.000	Police Investigation Fees	1,000		1,000	-	-	-	-	1,000	1,000	0%	
001.700.235.000	Police Remittance of Fees Collected	100,000	*10,000*	110,000	23,708	24,283	24,264	72,255	27,745	37,745	66%	*Adjustment for PD Court Cost Fee remittance*
001.700.236.000	Police Refunds	1,000		1,000	-	-	-	-	1,000	1,000	0%	
001.700.341.000	Police Supplies and Materials	35,000		35,000	8,890	6,121	6,186	21,197	13,804	13,804	61%	
001.700.343.000	Police Gas Oil Tires	57,500		57,500	12,653	13,549	12,044	38,247	19,253	19,253	67%	
001.700.345.000	Police Uniforms	12,500		12,500	731	600	856	2,187	10,313	10,313	17%	
001.700.353.000	Police Software	30,000		30,000	11,478	-	-	11,478	18,522	18,522	38%	
	Total	**2,589,500**	***41,000***	***2,630,500***	***615,059***	***547,286***	***630,007***	***1,792,353***	***797,147***	***838,147***	***68%***	
704 - Crossing Guards												
001.704.103.000	Crossing Guards Salary (7 PT Employees)	19,125	*3,375*	22,500	2,225	6,629	6,338	15,192	3,933	7,308	68%	*Adjustment to accommodate higher tracking wage/tax exepenses (BOE 100% reimb)*
001.704.104.000	Crossing Guards FICA	1,465	*135*	1,600	170	507	485	1,162	303	438	73%	*Adjustment to accommodate higher tracking wage/tax exepenses (BOE 100% reimb)*
001.704.570.000	Crossing Guards Misc	100		100	-	-	-	-	100	100	0%	
	Total	**20,690**	***3,510***	***24,200***	***2,395***	***7,136***	***6,823***	***16,354***	***4,336***	***7,846***	***68%***	
750 - Streets												
001.750.103.000	Streets Salary (9 FT & 1 PT employees)	587,000		587,000	145,844	132,851	150,130	428,825	158,175	158,175	73%	
001.750.104.000	Streets FICA	48,160		48,160	11,489	10,777	12,083	34,349	13,811	13,811	71%	
001.750.105.000	Streets Insurance	143,000	*22,000*	165,000	40,296	39,207	37,282	116,785	26,215	48,215	71%	*Adjustment to accommodate higher tracking insurance expenses*
001.750.106.000	Streets Retirement	54,000		54,000	13,490	11,452	13,885	38,828	15,172	15,172	72%	
001.750.108.000	Streets Overtime / Extra Help	15,000		15,000	1,280	3,658	4,358	9,295	5,705	5,705	62%	
001.750.211.000	Streets Telephone	7,500		7,500	1,173	448	1,122	2,742	4,758	4,758	37%	
001.750.213.000	Streets Utilities	10,000		10,000	1,722	2,029	3,210	6,962	3,038	3,038	70%	
001.750.214.000	Streets Travel	4,000		4,000	-	-	-	-	4,000	4,000	0%	
001.750.215.000	Streets Maintenance / Repair Building	3,000		3,000	-	370	-	370	2,630	2,630	12%	
001.750.216.000	Streets Maintenance / Repair Equipment	15,000		15,000	5,855	256	1,655	7,767	7,233	7,233	52%	
001.750.217.000	Streets Maintenance / Repair Vehicles	25,000		25,000	892	563	1,507	2,962	22,038	22,038	12%	
001.750.219.000	Streets Building and Equipment Rents	7,500		7,500	608	420	404	1,431	6,069	6,069	19%	
001.750.221.000	Streets Training	5,000		5,000	-	21	298	319	4,681	4,681	6%	
001.750.222.000	Streets Dues	500		500	-	-	-	-	500	500	0%	
001.750.223.000	Streets Professional Services	500		500	-	-	-	-	500	500	0%	
001.750.226.000	Streets Insurance and Bonds	300		300	-	-	250	250	50	50	83%	
001.750.230.000	Streets Contracted Services	200,000		200,000	62,617	38,770	51,150	152,536	47,464	47,464	76%	
001.750.341.000	Streets Supplies and Materials	80,000		80,000	8,340	7,553	15,113	31,006	48,994	48,994	39%	
001.750.343.000	Streets Gas Oil Tires	40,000		40,000	6,501	5,078	5,473	17,053	22,947	22,947	43%	
001.750.345.000	Streets Uniforms	5,000		5,000	236	772	2,802	3,810	1,190	1,190	76%	
001.750.353.000	Streets Software	7,500		7,500	-	-	3,274	3,274	4,226	4,226	44%	
	Total	**1,257,960**	***22,000***	***1,279,960***	***300,342***	***254,226***	***303,995***	***858,563***	***399,397***	***421,397***	***67%***	

FY 2024 General Fund Budget Expenditures

Account Number	Description	Current Budget as of 1/16/2024	Budget Revision #3 05-21-2024	Proposed Current FY 2024 Budget	FY2024 Q1	FY2024 Q2	FY2024 Q3	Year-to-date	Current Budget Balance	Revised Budget Balance	Percent of Budget Expended	Revision #3 Description
751 - Street Lights												
001.751.213.000	Street Lights - Utilities	105,000		105,000	24,273	33,175	28,468	85,916	19,084	19,084	82%	
	Total	**105,000**		***105,000***	***24,273***	***24,655***	***28,468***	***85,916***	***19,084***	***19,084***	***82%***	
900 - Parks & Recreation												
001.900.568	Parks & Recreation Pass through Hotel Tax	300,000		300,000	87,010	86,028	65,426	238,464	61,536	61,536	79%	
	Total	**300,000**		***300,000***	***87,010***	***86,028***	***65,426***	***238,464***	***61,536***	***61,536***	***79%***	
901 - Convention & Visitors Bureau (CVB)												
001.901.568	CVB Pass through Hotel Tax	300,000		300,000	87,010	86,029	65,426	238,464	61,536	61,536	79%	
	Total	**300,000**		***300,000***	***87,010***	***86,029***	***65,426***	***238,464***	***61,536***	***61,536***	***79%***	
975 - General Government												
001.975.566.000	*Contributions/Transfers to Other Funds	1,353,087		1,353,087	-	-	-	-	1,353,087	1,353,087	0%	
	Total	**1,353,087**		***1,353,087***	***-***	***-***	***-***	***-***	***1,353,087***	***1,353,087***	***0%***	
									-			
	Total Expenses	***11,520,968***	***776,299***	***12,297,267***	***2,107,004***	***2,673,126***	***1,677,938***	***6,466,588***	***5,054,380***	***5,830,679***	***53%***	
	Revenue Over Expenses	***-***	***-***	***-***	***3,312,216***	***17,874***	***152,955***	***3,474,525***				

LGSD BR (Ver. 2020)

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: 2024
Fund: 1
Revision Number: 3
Pages: 1 of 1

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

City of Ranson
GOVERNMENT ENTITY

312 S. Mildred St.
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
304	Excise Tax on Utilities	190,000	35,000		225,000
305	Business and Occupation Tax	2,039,201	460,799		2,500,000
306	Wine & Liquor Tax	65,000	10,000		75,000
326	Building Permit Fees	300,000	175,000		475,000
329	Inspection Fees/Vacant Property Fees	2,500	2,500		5,000
330	IRP Fees (Interstate Registration Plan)	60,000	10,000		70,000
NET INCREASE/(DECREASE) Revenues (ALL PAGES)			776,299		

Explanation for Account # 378, Municipal Specific:

Explanation for Account # 369, Contributions from Other Funds:

EXPENDITURES: (net each account category)

(WV CODE 7-1-9)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUSLY APPROVED AMOUNT	(INCREASE)	(DECREASE)	REVISED AMOUNT
412	City Manager's Office	515,440	12,500		527,940
437	Planning & Zoning	950,500	76,500		1,027,000
440	City Hall	1,173,000	53,500		1,226,500
699	Contingencies*	216,528	567,289		783,817
700	Police Department	2,589,500	41,000		2,630,500
704	Police-Special Duty	20,690	3,510		24,200
750	Streets and Highways	1,257,960	22,000		1,279,960
	#N/A				
	#N/A				
	#N/A				
NET INCREASE/(DECREASE) Expenditures			776,299		

APPROVED BY THE STATE AUDITOR

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

AUTHORIZED SIGNATURE OF ENTITY

5/21/2024
APPROVAL DATE

REVENUES (CONT) City of Ranson

LGSD: BR City of Ranson CONTROL NUMBER: 2024 FY | 1 FUND | 3 REV #

BUDGET REVISION REQUEST-SUPPLEMENT

ACCOUNT NUMBER	ACCOUNT CATEGORY	PREVIOUSLY APPROVED AMOUNT	INCREASE	DECREASE	REVISED AMOUNT
353	Planning Commission Revenue	60,000	50,000		110,000
374	Payroll Reimbursements	30,000	10,000		40,000
380	Interest Earned on Investments	25,000	5,000		30,000
383	Sale of Fixed Assets	1,000	4,000		5,000
386	Insurance Claims		10,000		10,000
399	Miscellaneous Revenues	1,000	4,000		5,000
	#N/A				
	#N/A				
	#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				
			NET INCREASE/(DECREASE) Revenues (THIS PAGE)		83,000

Explanation for Account # 378, Municipal Specific:

Explanation for Account #369, Contributions from Other Funds:

AGENDA ITEM VI.6

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong, Finance

ITEM TYPE: Presentation

AGENDA SECTION: **COUNCIL BUSINESS**

SUBJECT:

Due to higher tracking revenues in the FY 2024 Capital Fund Budget, staff recommends the current budget be revised to accommodate the increased receipts. The proposed revision includes a total revenue increase of $425,000, with an expense re-allotment of $5,000 from PW Skid Steer Attachments line to the PW Brine Tank line; the additional revenue over budgeted expenses results in an excess total balance of $2,873,461 allotted to the Contingencies line.

1. **Review Capital Fund Balance Budget Adjustment #3 and staff recommendation for revenue increases.**
2. **Call for Motion to accept the budget revision as presented.**
3. **Take vote and record results.**

ATTACHMENTS:

Capital Budget Revision#3 FY24 5-21-2024.pdf
Resolution 2024-11.docx

CITY OF RANSON
CAPITAL FUND BUDGET REVISION REQUEST #3
FY 2024

	06-30-22 ACTUAL	6-30-2023 ACTUAL	FY2024 APPROVED BUDGET 11-21-2023	FY2024 PROPOSED BUDGET REV#3	*BALANCES THRU 3-31-2024*	*YEAR OVER YEAR CHANGES (%)*	*Notes*
Carryover Balance	5,850,000	6,039,000	7,065,261	7,065,261	*7,065,261*	*17%*	Revenue/Expenditure Balance at 6/30
201.348.100 Special Assessments - Sidewalk Funds	3,071	11,378	-	-	*9,900*	*0%*	
201.350.100 City Service Fees	19,500	90,802	50,000	**275,000**	*234,389*	*1275%*	Fees assessed for new developments
201.365.100 Grants	37,481	-	-	-	-	*0%*	
201.365.200 Fairfax Blvd. Reimbursement	-	743,000	-	-	-	*-100%*	
201.369.100 Contributions from Other Funds	1,021,012	2,053,791	1,500,000	1,500,000	*750,000*	*-27%*	Annual Contribution From General Fund
201.376.000 Table Games Income	217,896	220,758	150,000	**190,000**	*135,199*	*-5%*	Monthly Table Game Distributions - Revised up to reflect higher trending distributions through March 2024
201.380.100 Interest Income	1,325	7,192	40,000	**75,000**	*65,066*	*3650%*	Increased Interest rcvd on Capital Accounts
201.381.200 Demo Reimbursements	61,435	16,065	-	-	*(3,840)*	*0%*	
201.386.100 Insurance Claim	-	3,530	-	-	-	*0%*	
201.397.100 Video Lottery Income	660,697	700,210	450,000	**575,000**	*448,366*	*44%*	Monthly Video Lottery Distributions - Revised up to reflect higher trending distributions through March 2024
TOTAL REVENUES	***7,872,417***	***9,885,726***	***9,255,261***	***9,680,261***	***8,704,340***	*-12%*	
EXPENDITURES							
201 Misc Fees							
Bank Charges	127	146	150	150	*121*		
201.975.459 GENERAL GOVERNMENT CAPITAL EXPENSES							
Computer Replacement Program (201-975.459.001)	21,572	81,617	100,000	100,000	*14,431*	*-21%*	Standard computer/phones/IT equipment replacements for all depts.
Condemnation of Properties (201-975.459.002)	78,989	11,900	25,000	25,000	*10,800*	*-67%*	Demolition of dilapidated properties
Cameras	-	63,027	-	-	-	*0%*	
Total - General Government	*100,688*	*156,690*	*125,150*	*125,150*	*25,352*	*-53%*	

CITY OF RANSON
CAPITAL FUND BUDGET REVISION REQUEST #3
FY 2024

	06-30-22 ACTUAL	6-30-2023 ACTUAL	FY2024 APPROVED BUDGET 11-21-2023	FY2024 PROPOSED BUDGET REV#3	*BALANCES THRU 3-31-2024*	*YEAR OVER YEAR CHANGES (%)*	*Notes*
201.976.459 PUBLIC SAFETY CAPITAL EXPENSES							
3 Patrol Vehicles (201-976.459.001)	70,381	73,166	129,000	129,000	*126,579*	*47%*	3 Dodge Durangos
Equipment for Patrol Vehicles (201-976.459.002)	26,137	35,500	75,000	75,000	*49,758*	*25%*	Associated Equipment for Vehicle Additions
Two In-Car Camera Systems (201-976.459.002)	90	9,900	20,000	20,000	*19,726*	*-43%*	Associated Equipment for Vehicle Additions
Three CAD units (201-976.459.002)	-	2,918	5,000	5,000	-	*-75%*	Associated Equipment for Vehicle Additions
E-Ticketing (201-976.459.003)	2,119	82	5,000	5,000	-	*-29%*	Equipment replacements and/or additions
Radios (201-976.459.003)	6,771	-	10,000	10,000	-	*0%*	Equipment replacements and/or additions
Radars (201-976.459.003)	-	3,885	2,000	2,000	-	*-50%*	Equipment replacements and/or additions
Tasers (201-976.459.003)	-	50,220	10,000	10,000	-	*-83%*	Equipment replacements and/or additions
License Plate Reader (201-976.459.004)	-	-	20,000	20,000	*19,777*	*-20%*	Special Equipment
New Police Department Building (201-976.459.005)	-	-	-	-	-		
Total - Public Safety	*105,498*	*175,671*	*276,000*	*276,000*	*215,840*	*-11%*	
201.977.459 STREET & TRANSPORTATION CAPITAL EXPENSES							
Street Construction & Repairs							
5th Avenue Streetscape (201-977.459.016)	-	220,291	1,100,000	1,100,000	-	*173%*	Estimated project cost for FY24; FY25 cost estimate $2.87 million
Fairfax Boulevard (Phase II)	25,000	-	-	-	-	*0%*	
Fairfax Boulevard (Phase III) (201-977.459.017)	2,086,764	1,592,876	75,000	75,000	*2,087*	*-96%*	Install remaining FFB light fixtures
16th Avenue Roadway Design (201-977.459.015)	-	-	50,000	50,000	*36,385*	*0%*	Initial design work for 16th Avenue improvements
Stormwater Engineering/Repairs							
Stormwater Management/Engineering (Mildred) - Design (201-977.459.012)	10,725	7,565	200,000	200,000	-	*0%*	
Stormwater Management/Engineering (Mildred) Phase 1 (201-977.459.012)	-	-	1,200,000	1,200,000	*92,211*	*0%*	
Miscellaneous Other Capital Projects							
Barnes	5	8,250	-	-	-	*-100%*	
City Hall Roof (201-977.459.011)	-	1,500	205,000	205,000	*116,350*	*-49%*	Estimated roof replacement cost - final bill rcvd May 2024
Foundry Remediation, Planning and Engineering (201-977.459.014)	30,324	33,106	35,000	35,000	*6,641*	*3%*	Allotment for any continuing Foundry expenses
Gateway (Circle Reconstruction)	-	17,281	-	-	-	*-100%*	
Trifecta Place (201-977.459.013)	-	5,500	1,100,000	1,100,000	-	*-27%*	Rough estimate for costs to renovate/finish Trifecta Place building

CITY OF RANSON
CAPITAL FUND BUDGET REVISION REQUEST #3
FY 2024

	06-30-22 ACTUAL	6-30-2023 ACTUAL	FY2024 APPROVED BUDGET 11-21-2023	FY2024 PROPOSED BUDGET REV#3	*BALANCES THRU 3-31-2024*	*YEAR OVER YEAR CHANGES (%)*	*Notes*
PW Capital Budget Items							
Street Preservation (Asphalt Overlay) (201-977.459.001)	203,834	241,485	350,000	350,000	*262,411*	*27%*	Recurring annual repaving expense allotment
Alley Construction & Preservation (201-977.459.002)	21,303	12,242	100,000	100,000	*8,925*	*-17%*	Recurring annual alley expense allotment
Sidewalk & Curb Replacement (201-977.459.003)	77,203	4,680	75,000	75,000	-	*-42%*	Recurring annual sidewalk/curb expense allotment
Street Design/Engineering (201-977.459.004)	-	-	100,000	100,000	-	*-50%*	General street design expenditures
Street Light Replacement (201-977.459.005)	3,670	17,058	75,000	75,000	*(65,781)*	*-12%*	General street light replacement costs (prior year refund credit)
F150 Truck (201-977.459.006)		46,638	-	-	-	*-100%*	
Sweeper Truck (201-977.459.008)	-	-	250,000	250,000	*217,228*		Sweeper purchased February 2024
Equipment (201-977.459.009)	-	96,062	125,000	125,000	*125,000*	*-19%*	Bucket Truck purchased February 2024
2 Zero Turn Mowers	-	10,579	-	-	-	*-100%*	
Loader/Skid Steer Attachments (201-977.459.009)	6,200	3,960	16,000	**11,000**	*2,624*	*-45%*	Roll over $5K from Skid Steer Attachments to cover S/H tank expense
Brine Tank System (201-977.459.010)	-	-	5,000	**10,000**	-	*100%*	Roll over $5K from Skid Steer Attachments to cover S/H tank expense
Improvement to Public Works Yard (201-977.459.010)	-	5,500	494,500	494,500	*59,881*	*-1%*	Allotment for PWY improvements (pole barn, shop improvements, etc.)
Total - Streets & Transportation	*2,533,241*	*2,324,573*	*5,555,500*	*5,555,500*	*863,961*	*-24%*	
201.979.459 PARKS & RECREATION CAPITAL EXPENSES							
Civic Center Improvements (201-979.459.001)	11,676	149,201	50,000	50,000	*12,327*	*-75%*	Allotment for Water tank/storage system upgrade, scissor lift purchase
Flowing Springs Park (201-979.459.008)	42,434	14,329	700,000	700,000	*11,374*	*133%*	$100K design, $600K pt 1 construction
Marcus Fields Improvements (201-979.459.002)	-	-	100,000	100,000	-	*0%*	Allotment for HVAC system replacement, exterior deck build
Total - Parks & Recreation	*54,110*	*163,530*	*850,000*	*850,000*	*23,701*	*70%*	
Contingencies	-	-	2,448,611	**2,873,461**	-	*36%*	Excess balance of revenues over enxpenditures
TOTAL EXPENSES	***2,793,537***	***2,820,464***	***6,806,800***	***6,806,800***	***1,128,974***	*-19%*	
REVENUES OVER EXPENSES	***5,078,880***	***7,065,261***	***2,448,461***	***2,873,461***			

RESOLUTION #2024-11

A Resolution of The City of Ranson Adopting and Approving the Amended Capital Improvement Fund Budget For Fiscal Year 2024

At a regular session of the Ranson City Council held on May 21, 2024, 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 2024 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 21st day of May 2024.

_____
Keith D. Pierson
Mayor

ATTEST:

_____
Darla Armstrong
City Clerk

AFFIX CITY SEAL: