CITY COUNCIL REGULAR MEETING

~ AGENDA ~

REGULAR MEETING

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

May 5, 2026 | 7:00 P.M. | Council Chamber

MEETING REGISTRATION:

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

PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE

I. CALL TO ORDER

II. APPROVAL OF MINUTES

1. Minutes - April 21, 2026
   Minutes April 21 2026.docx

III. CITIZEN'S PRESENTATIONS/PETITIONS

1. Jefferson County Development Authority Childcare Initiative
2. Independent Fire Company Stipend Program Update
   RANSON SUMMARY.xlsx
   Independent Fire Conpany Stipend Reward Program.pdf
   Call Response Training Staff Comparison.docx
   RANSON SUMMARY DOCUMENT.pdf

IV. CITY MANAGER/STAFF REPORTS

1. Police Cheif - Report
   PD Stats 552026.pdf
2. City Mananger Report

V. COMMUNICATIONS FROM THE MAYOR

1. Remembrance of Lawerence Scorzelli

VI. COUNCIL/COMMITTEE ANNOUNCEMENTS

VII. COUNCIL BUSINESS

1. WVABCA Licensing Request- Applicant Tu Duong DBA Natalie Nails & Spa LLC
   Natalie Nails.pdf
   WV Dept Health Permit .pdf
   natalie Nails LLC.jpeg

2. FY26 Mini Grant Change In Use Request - Kingdom Life Community Development Corporation
   Kingdom Life Community Development Corp.docx

3. Resolution 2026-12 FY 2026 General Fund Budget Revision #4
   FY 26 General Funds Revision#4 Resolution 2026-12.docx
   FY2026 General Fund Budget Revision #4 5-5-2026.pdf
   FY2026 General Fund Budget Revision #4 5-5-2026.pdf
   WVSAO Budget Worksheet - FY2026 Ranson General Fund #4 5.5.2026.pdf

4. Resolution 2026-13 FY 2026 Capital Fund Budget Revision #2
   FY 26 Capital Fund Revision#2 Resolution 2026-13.docx
   FY2026 Capital Fund Budget Revision #2 5-5-2026.pdf

5. Resolution 2026-10-Opposing Federal Legislation that Would Increase Truck Size or Weight Limits on Interstate Highways and Urging Congress to Protect Local Roads, Bridges, and Public Safety.
   Resolution 2026-10 Big Truck.docx

6. Consideration of Post-Annexation Implementation Items – Briar Run Estates, Phases 1,2,& 3
   Response to Ranson - April 24, 2026.pdf

VIII. ADJOURNMENT

IX. INFORMATION ONLY

1. Table Drops April 21, 2026
   - Ranson Festival & Car Show
   - Spring into Summer

AGENDA ITEM II.1

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: PRESENTATION

AGENDA SECTION: **APPROVAL OF MINUTES**

SUBJECT: Minutes - April 21, 2026

ATTACHMENTS:

Minutes April 21 2026.docx

CITY COUNCIL REGULAR MEETING

Minutes April 21, 2026

I. CALL TO ORDER

Ken Suiits, Mayor	**Present**
Andy Colandrea	**Present**
Herbie McDaniel	**Absent**
Stephanie Fagan	**Present**
Wesley Wildrick	**Present**
Jaelyn Wratchford	**Absent**
Jaden Bound	**Present**

II. APPROVAL OF MINUTES

1. Minutes - April 7, 2026

Ken Suiits, Mayor	**Abstain**
Andy Colandrea	**Yes**
Herbie McDaniel	**Absent**
Stephanie Fagan	**Yes**
Wesley Wildrick	**Yes**
Jaelyn Wratchford	**Absent**
Jaden Bound	**Yes**

III. CITIZEN'S PRESENTATIONS/PETITIONS

Joe Bosco, president of the Briar Run Estates Phases 1, 2, and 3 Homeowners Association, spoke to the Mayor and Council regarding a recent agenda item about the annexation of those phases. Mr. Bosco stated that the association's legal counsel would reach out to the city with a response

IV. CITY MANAGER/STAFF REPORTS

1. Chief Of Police Status Report

   Chief Ciser informed the Mayor and Council that a safety drill would take place in the county on Wednesday, April 22, 2026. He noted that emergency vehicles would be present around schools and the hospital, and that the drill was expected to conclude around 1:00 PM.

2. Community Development Status Report - March
   No Action at this time
3. Public Works Status Report - March
   No Action at this time
4. Finance Department Status Report - March
   No Action at this time
5. Parks and Recreation Status Report - March
   No Action at this time
6. City Manager Report

   City Manager Todd Wilt reported to the mayor and council that the annual paving bid is currently out. Ranson Spring Clean-Up is taking place this week. The community clean-up is scheduled for Saturday, April 25, 2026. The Career Fair held on Friday, April 17, 2026, was a success, with approximately 40 businesses participating, and Mr. Wilt expressed interest in hosting two job fairs annually, in the fall and spring. There are currently job vacancies within the City of Ranson. Brook from Jefferson Community Ministry contacted Mr. Wilt, toured the building, and plans to host a free health clinic there; the facility also includes two apartments on the top floor. However, there is currently a funding deficit for the shelter, with an opening ceremony anticipated in June. The Public Works team facility is nearing completion, expected in May, with plans for an open house. the Car Show and Ranson Festival scheduled for June 6, 2026. Additionally, Ranson has partnered with Jefferson County Parks and Recreation for a kite flight event, Citizen Complaint Report Quarterly Complaint form was presented to the Mayor and Council. No action at this time.

V. COMMUNICATIONS FROM THE MAYOR

Mayor Ken Suits informed the Council that the community clean-up would take place on Saturday, April 25, 2026. He noted that the areas had been mapped out with transportation arranged and emphasized that safety would be the top priority.

VI. COUNCIL/COMMITTEE ANNOUNCEMENTS

Stephanie Fagan informed the council and mayor she did attend the Jefferson County Visitor Bureau tourism. If was very informative and glad, she could attend.

VII. COUNCIL BUSINESS

1. Resolution 2026-11 - Approval and adoption of the Levy Rate of the City of Ranson for the Fiscal Year 2027

Ken Suiits, Mayor	**Abstain**
Andy Colandrea	**Yes**
Herbie McDaniel	**Absent**
Stephanie Fagan	**Motion**
Wesley Wildrick	**Second**
Jaelyn Wratchford	**Absent**
Jaden Bound	**Yes**

2. Resolution 2026 - 09 Authorizing the donation of Surplus Police Vehicles to Jefferson County Sherriff's office reserve program.

Ken Suiits, Mayor	**Abstain**
Andy Colandrea	**Yes**
Herbie McDaniel	**Absent**
Stephanie Fagan	**Yes**
Wesley Wildrick	**Second**
Jaelyn Wratchford	**Absent**
Jaden Bound	**Motion**

3. 2026-02 An Ordinance Amending Article III of Chapter 13 of the Code of the City of Ranson Relating to Solid Waste Collection and Disposal

Ken Suiits, Mayor	**Abstain**
Andy Colandrea	**Motion**
Herbie McDaniel	**Absent**
Stephanie Fagan	**Yes**
Wesley Wildrick	**Yes**
Jaelyn Wratchford	**Absent**
Jaden Bound	**Second**

VIII. ADJOURNMENT

The meeting was adjourned at 8:01 PM. The motion to adjourn was made by Councilmember Jaden Bound and seconded by Councilmember Andy Colandrea the next Council meeting is scheduled for May 5, 2026, at 7:00 PM at the Ranson City Council Chambers, located at 312 S. Mildred Street, Ranson, WV 25438.

IX. INFORMATION ONLY

1. Table Drops April 7, 2026
    - E Chapman
    - American Water
    - Spring Clean- up
    - Community Clean-up
    - Eastern Panhandle Career

    WV Ethics Commission Newsletter

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2

AGENDA ITEM III.1

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: PRESENTATION

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

SUBJECT: Jefferson County Development Authority Childcare Initiative

Representatives from the Jefferson County Development Authority will be present to discuss their ongoing evaluation of childcare needs and options in Jefferson County, along with potential future initiatives.

ATTACHMENTS:

AGENDA ITEM III.2

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: PRESENTATION

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

SUBJECT: Independent Fire Company Stipend Program Update

Independent Fire Chief Adam Watson will be present to provide an update on the performance of the stipend program to date. Council previously authorized up to $100,000 in support of this initiative, with an initial $35,000 allocation and the expectation of periodic updates as additional funding is requested. IFC has requested an additional tranche, which staff is currently processing, and this presentation is intended to provide Council with a status update on the program.

ATTACHMENTS:

RANSON SUMMARY.xlsx
Independent Fire Conpany Stipend Reward Program.pdf
Call Response Training Staff Comparison.docx
RANSON SUMMARY DOCUMENT.pdf

Independent Fire Company Stipend Reward Program

CALENDAR YEAR PERIOD	CALL POINTS	CALLS	TRAINING POINTS	TRAINING HOURS	STAFFING POINTS	STAFFING HOURS	MEETING POINTS	FIRE PREVENTION POINTS	FUND RAISING	WORK DETAIL	TOTAL POINTS	STIPEND REWARD PAYMENT
PRE PROGRAM 2025 Q2	*104.75*	*419*	*170*	*85*	*41.5*	*83*	*127*	*0*	*1326.5*	*294.75*	*2064.5*	*$6,816.00*
2025 Q3	**132.25**	**529**	**205**	**102.5**	**359**	**718**	**85**	**20**	**1094.25**	**237.75**	**2133.25**	**$14,422.00**
2025 Q4	**126.25**	**505**	**150**	**75**	**633.5**	**1267**	**206**	**75**	**1300**	**258.25**	**2674**	**$16,129.00**
2026 Q1	**187**	**748**	**529**	**264.5**	**863.25**	**1726.5**	**135.5**	**0**	**987.5**	**89.25**	**2791.5**	**$15,447.00**

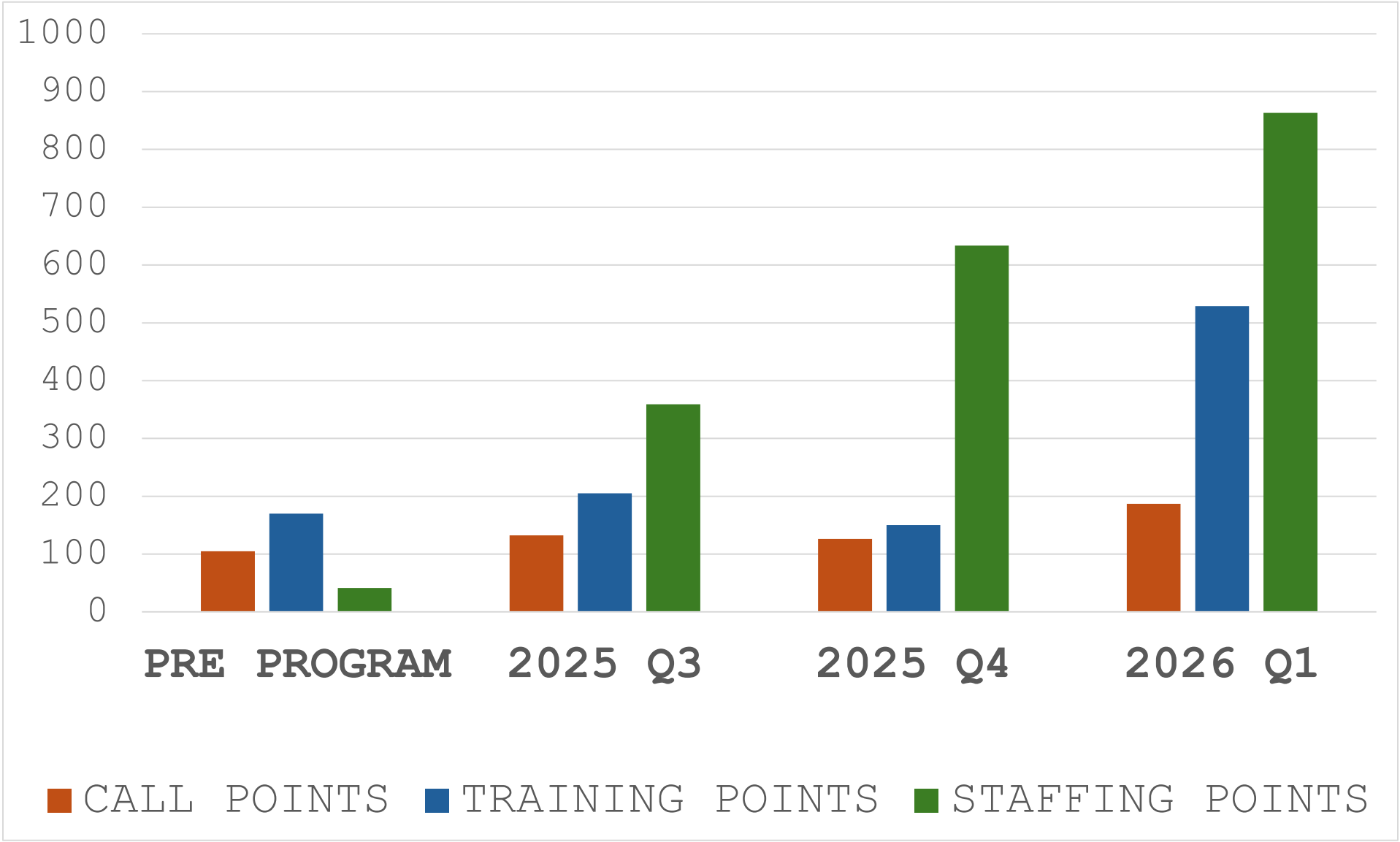
0.25 Point per Call
2 Points per Hour of Training
0.50 Point per 1 Hour of Staffing
1 Point for Meeting Attended
5 Points for Each Fire Prevention
1 Point - Hour for Hour
1 Point - Hour for Hour

Independent Fire Company Stipend Reward Program

CALENDAR YEAR PERIOD	CALL POINTS	CALLS	TRAINING POINTS	TRAINING HOURS	STAFFING POINTS	STAFFING HOURS	MEETING POINTS	FIRE PREVENTION POINTS	FUND RAISING	WORK DETAIL	TOTAL POINTS	STIPEND REWARD PAYMENT
PRE PROGRAM 2025 Q2	*104.75*	*419*	*170*	*85*	*41.5*	*83*	*127*	*0*	*1326.5*	*294.75*	*2064.5*	*$6,816.00*
2025 Q3	132.25	529	205	102.5	359	718	85	20	1094.25	237.75	2133.25	$14,422.00
2025 Q4	126.25	505	150	75	633.5	1267	206	75	1300	258.25	2674	$16,129.00
2026 Q1	187	748	529	264.5	863.25	1726.5	135.5	0	987.5	89.25	2791.5	$15,447.00

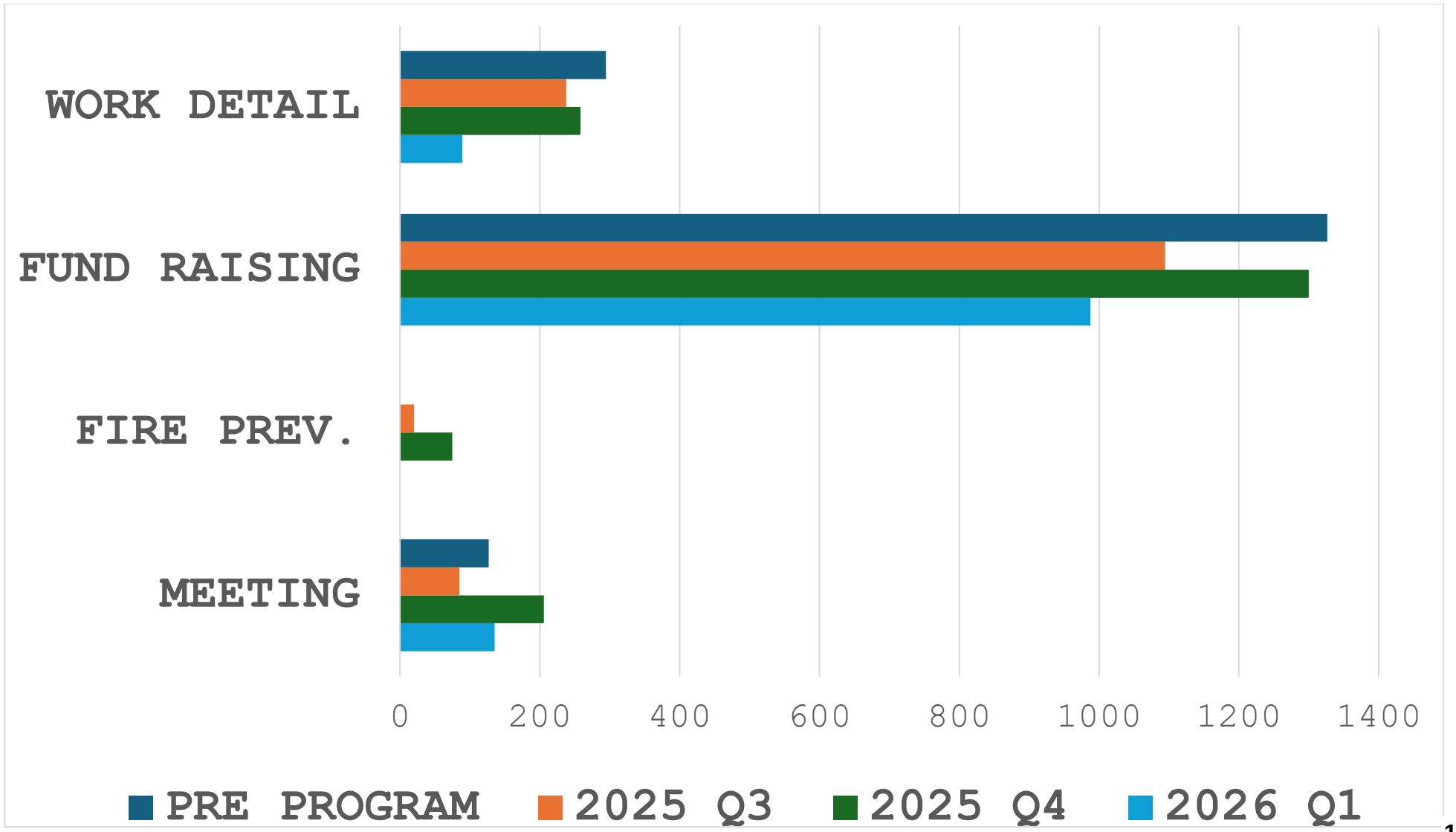
0.25 Point per Call
2 Points per Hour of Training
0.50 Point per 1 Hour of Staffing
1 Point for Meeting Attended
5 Points for Each Fire Prevention
1 Point - Hour for Hour
1 Point - Hour for Hour

CALL RESPONSE / TRAINING / STAFFING COMPARISON



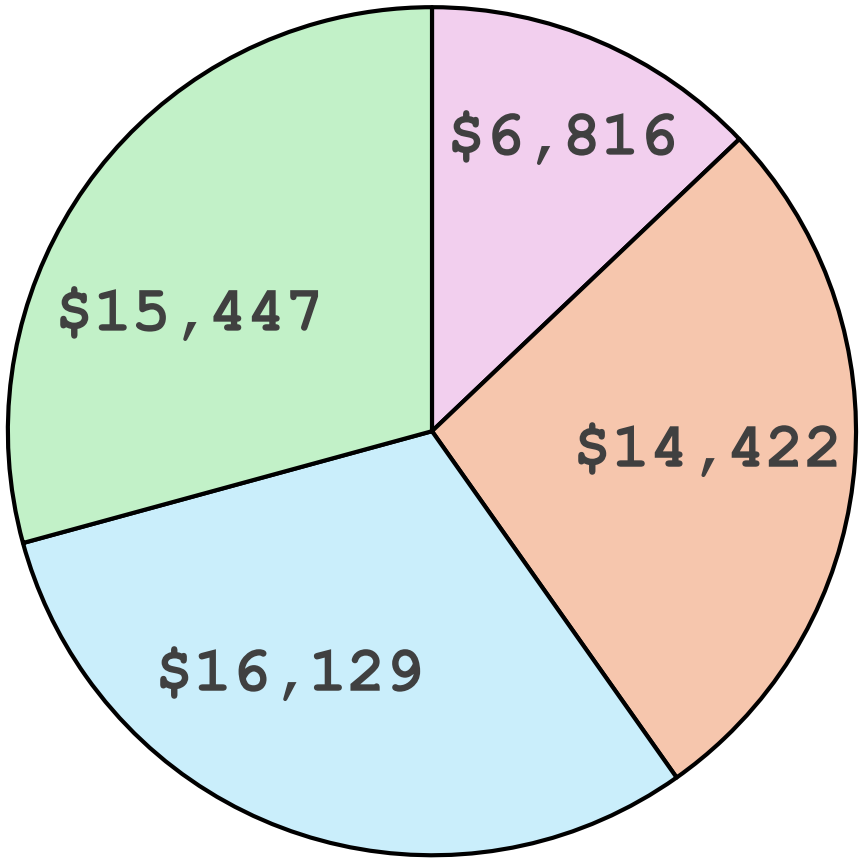
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2025 Q2	***104.75***	*419*	***170***	*85*	***41.5***	*83*
2025 Q3	**132.25**	529	**205**	102.5	**359**	718
2025 Q4	**126.25**	505	**150**	75	**633.5**	1267
2026 Q1	**187**	748	**529**	264.5	**863.25**	1726.5
	.25 Points Per Call		2 Points Per Hour of Training		.5 Points per 1 Hour of Staffing	

MEETING / FIRE PREVENTION / FUNDRAISING / WORK DETAIL COMPARISON

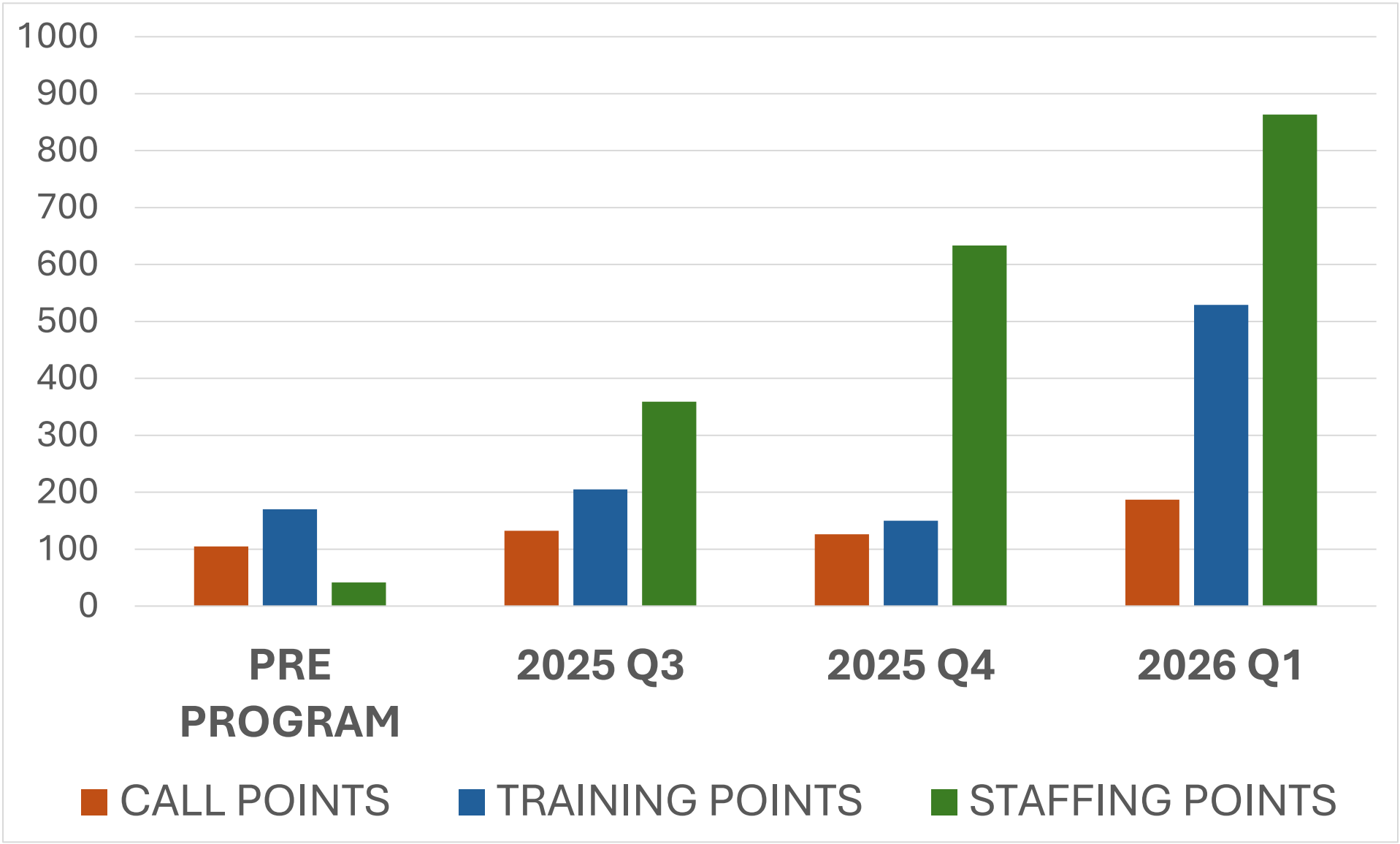


CALENDER YEAR PERIOD	MEETING POINTS	FIRE PREVENTION POINTS	FUND RAISING	WORK DETAIL
2025 Q2	***127***	***0***	***1326.5***	***294.75***
2025 Q3	**85**	**20**	**1094.25**	**237.75**
2025 Q4	**206**	**75**	**1300**	**258.25**
2026 Q1	**135.5**	**0**	**987.5**	**89.25**
	1 Point for Each Meeting Attended	5 Points for Fire Prevention	1 Point - Hour for Hour	1 Point - Hour for Hour

STIPEND / REWARD AMOUNT COMPARISON

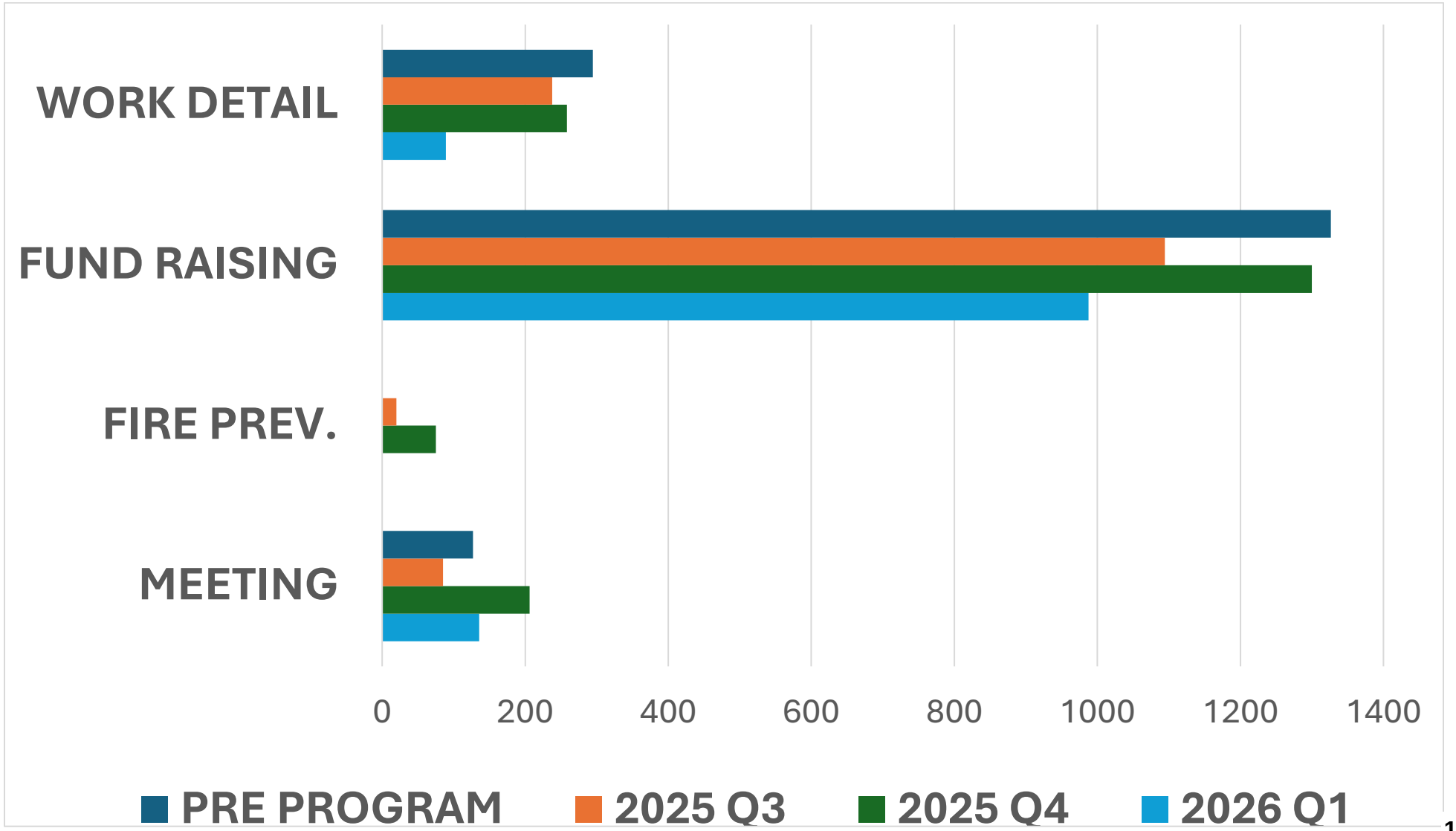


CALL RESPONSE / TRAINING / STAFFING COMPARISON



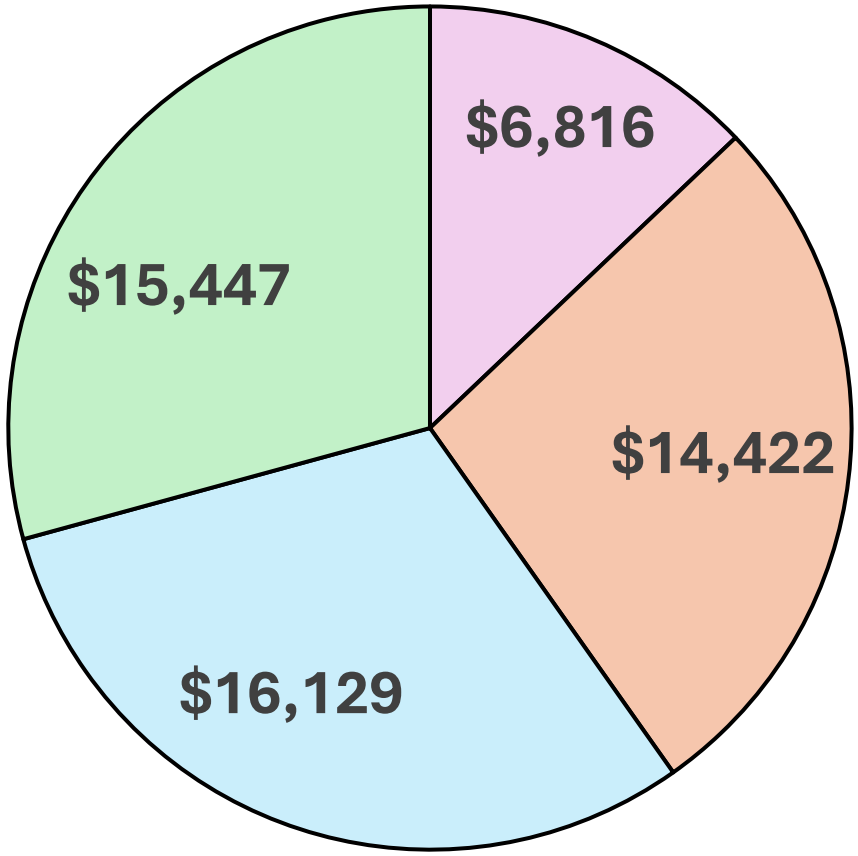
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	.25 Points Per Call		2 Points Per Hour of Training		.5 Points per 1 Hour of Staffing	

MEETING / FIRE PREVENTION / FUNDRAISING / WORK DETAIL COMPARISON



CALENDER YEAR PERIOD	MEETING POINTS	FIRE PREVENTION POINTS	FUND RAISING	WORK DETAIL
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2025 Q3	85	20	1094.25	237.75
2025 Q4	206	75	1300	258.25
2026 Q1	135.5	0	987.5	89.25
	1 Point for Each Meeting Attended	5 Points for Fire Prevention	1 Point - Hour for Hour	1 Point - Hour for Hour

STIPEND / REWARD AMOUNT COMPARISON



AGENDA ITEM IV.1

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: PRESENTATION

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

SUBJECT: Police Cheif - Report

ATTACHMENTS:

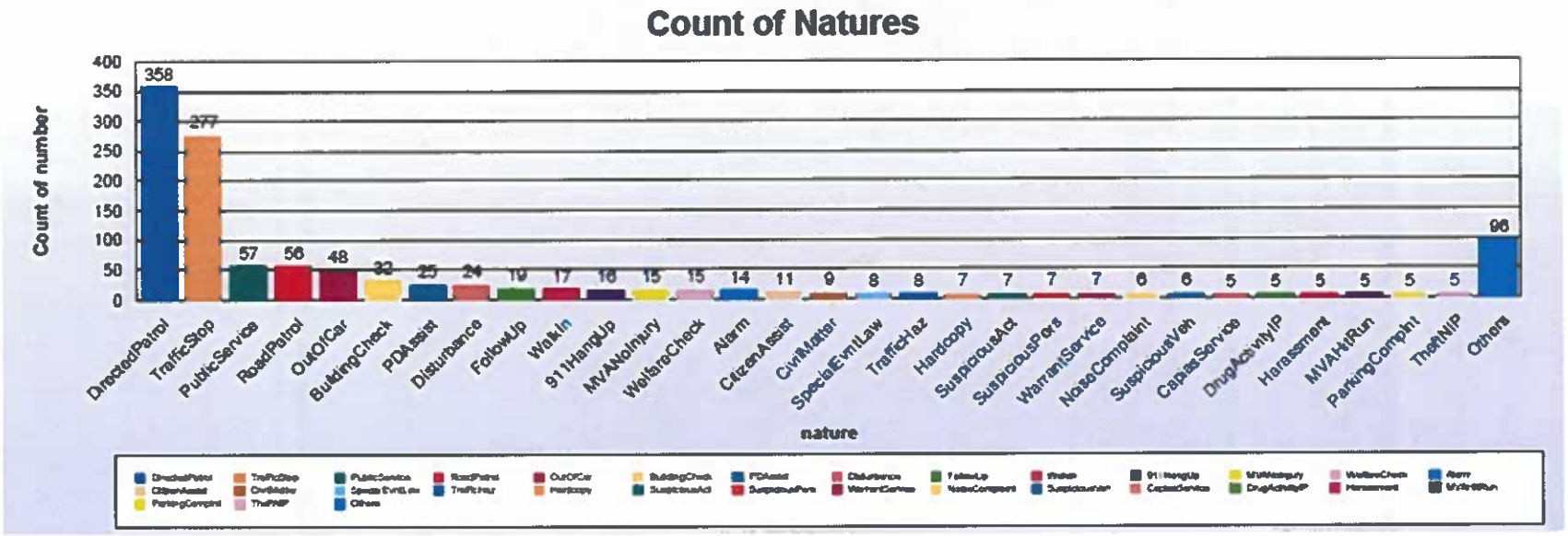
PD Stats 552026.pdf

Ranson Police Department

From 04/01/2026 to 04/30/2026

Total Number of Calls for Service : 1,175

Count of Law incidents generated for the time period specified. These statistics include all calls for service dispatched by the ECC as well as all officer initiated events such as traffic stops, directed patrols, building checks, etc. The incidents are arranged by most frequent to least frequent.



Total Calls for Service:	1250	Completed Assignments:	Upcoming Events:
Front Lobby Walk-Ins:	76	Candidate Testing	Ranson Festival
Arrests:	54	Trash/Clean-up Detail	Rise Center Students 911
Citations:	213	County-Wide Drill Wildwood Middle School	
Accidents w/ Report	14		

April 2026/2025 Comparison
DRUG ACTIVITY
5
6
DISTURBANCES
24
23
TRAFFIC STOPS
277
242
WELFARE CHECK
15
15
ACCIDENTS W/ REPORT
14
18
CITATIONS
213
194
ARRESTS
54
42
CALLS FOR SERVICE
1250
1359
0
200
400
600
800
1000
1200
1400
1600
2026
2025

AGENDA ITEM IV.2

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: PRESENTATION

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

SUBJECT: City Mananger Report

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 V.1

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: PRESENTATION

AGENDA SECTION: **COMMUNICATIONS FROM THE MAYOR**

SUBJECT: Remembrance of Lawerence Scorzelli

Mayor and Council will present a certificate in recognition of his dedicated service to the City of Ranson for his services on the Board of Building Code Appeals.

ATTACHMENTS:

AGENDA ITEM VII.1

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: PRESENTATION

AGENDA SECTION: **COUNCIL BUSINESS**

SUBJECT: WVABCA Licensing Request- Applicant Tu Duong DBA Natalie Nails & Spa LLC

This item is a statutory notice of intent to apply for an ABCA license for Natalie's Nails, located at 217 Oak Lee Drive. Under West Virginia Code, applicants are required to provide advance notice to the municipality prior to filing with the Alcohol Beverage Control Administration. That notice is directed to the City Clerk and is intended to give the City awareness of the application and an opportunity to raise any concerns if necessary.

From a City standpoint, this is primarily an administrative function. The Zoning Administrator has reviewed the proposed use and determined that it is consistent with the requirements of the City's zoning code. As such, there is no zoning issue associated with the request.

Council does not have a formal approval role in the state licensing process. Unless the City were to identify a specific concern or take steps to formally object, which is not the case here, no action is required. This item is being presented for awareness and to document receipt of the required notice and zoning consistency. Council is, of course, free to ask any questions.

ATTACHMENTS:

Natalie Nails.pdf
WV Dept Health Permit .pdf
natalie Nails LLC.jpeg

Zoning Form

(Original copy must be submitted to the WVABCA Licensing Department)

Note: If an establishment's location is not situated within a municipality, this office will need a letter from the County Commission stating that the establishment location is zoned properly. All applicants must complete the obverse (front) portion of the form.

To: Municipal Clerk or Recorder

Under the requirements set forth in 60-7-4a and/or 11-16-8(a)(5) of the W. Va. State Code, a person intending to apply for a license to operate an ABCA licensed Private Club, Private Wine Restaurant or Tavern at any location within a municipality **must file a notice of such intention with the Clerk or Recorder of such municipality at least ten (10) days prior** to filing an application for such license with the Alcohol Beverage Control Administration. Pursuant to this requirement, **notice** is herein given that the following intends to apply to the WVABCA for a license to operate a Private Club, Private Wine Restaurant, Private Wine Bed and Breakfast, Private Wine Spa, or Tavern issued pursuant to the provisions of §§ Chapter 60, Article 7 and Article 8 and/or Chapter 11, Article 16 of the W.Va. State Code.

Entity Name: Natalie Nails & Spa LLC

DBA (Doing Business As): Natalie's Nails

Address of Establishment: 217 Oak Lee Dr, Stell (Street/Route) Ranson (City) WV (State) 25438 (Zip Code)

Applicant's Name(s): Duong (Last) Tu (First) Nhat (Middle)

(Last) (First) (Middle)

General Description of Premises: Nail Spa/ Personal Care Services. 3,200 sq ft located in the marketplace at potomac towne center. Two stes joined into one.

Food Services to be Offered: Customers pay & order at the carrter and employee will bring food to the customer when its ready.

Patron Capacity: 60

This Notice has been filed with the Clerk or Recorder of the City/Town of

_____ **on this** _____ **day of** _____, _____.

Applicant's Signature(s): _____ Date: 04/ 28/ 2026

_____ Date: _____

(Municipality to fill out reverse side of form)

ABCA-Lic.Z.2

WEST VIRGINIA DEPARTMENT OF HEALTH

PERMIT

Tu Duong IS HEREBY ISSUED A PERMIT TO OPERATE A Food Establishment Known as Natalie's Nails

Located at 217 Oak Lee Dr, Ste 11, Ranson, WV, in accordance with all applicable West Virginia state codes and legislative laws.

Issued: April 9, 2026

Expires: June 30, 2026

Permit No: FE-19-26-292

Terrence J. Reidy MD, MPH

Health Officer

Jefferson County Health Department
1948 Wiltshire Road
Kearneysville, WV 25430



ServSafe®
CERTIFICATION

TU NHAT DUONG

for successfully completing the standards set forth for the ServSafe® Food Protection Manager Certification Examination, which is accredited by the American National Standards Institute (ANSI)–Conference for Food Protection (CFP).

23296560
CERTIFICATE NUMBER

10793
EXAM FORM NUMBER

2/22/2023
DATE OF EXAMINATION

2/22/2028
DATE OF EXPIRATION

Local laws apply. Check with your local regulatory agency for recertification requirements.

ANSI
ACCREDITED PROGRAM
American National Standards Institute and the Conference for Food Protection®
#0655

Sharon L. Brown
Executive Vice President, National Restaurant Association Solutions

AGENDA ITEM VII.2

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: PRESENTATION

AGENDA SECTION: **COUNCIL BUSINESS**

SUBJECT: FY26 Mini Grant Change In Use Request - Kingdom Life Community Development Corporation

Kingdom Life Community Development Corporation was awarded a $2,000 mini grant through the City's Mini Grant Program to support a community toy drive. As outlined in the program guidelines, these funds are intended to support specific projects or events as proposed in the original application.

A representative of the organization will be present to request approval to redirect a portion of those funds toward transportation costs associated with a bus trip to Hershey Park for participating children. While the request aligns generally with youth engagement and community benefit, it does represent a shift from the originally proposed use of funds.

City Council is asked to consider whether it wishes to allow that modification to the approved use of the mini grant funds.

ATTACHMENTS:

Kingdom Life Community Development Corp.docx

SUBJECT: Mini Grant Program

PURPOSE: To establish a uniform policy and procedure for a Mini Grant Program.

STATEMENT OF POLICY: It is the policy of the City that all organizations requesting funding complete a Mini Grant Program application.

PROCEDURE:

1. Every July City Council appropriates a certain percentage of video lottery funds for the Mini Grant Program.

2. Eligible organizations are encouraged to apply for funding in one of the following categories:

   A. **Capital Expense**: Such as cameras, protection emergency equipment, and play-ground equipment.
   B. **Special Projects**: Such as planting trees, exterior refacing, and debris removal.
   C. **Events:** Such as field trips, benefit dinners, and scholarship funds.

3. Program Dates:

   A. **Submission of applications - July 1 to December 31**

   B. **Committee review of applications – January 1 to March 31**

   C. **Awards granted to recipients** – *Subject to unencumbered funds from previous budget year - **July 31**

   D. **After Action Report due from recipients – August 31**

EFFECTIVE: January 23, 2006 **REVISED**: July 1, 2019

APPROVAL:

_____

City Manager

Mini Grant Program Application

City of Ranson
312 S. Mildred Street
Ranson, WV 25438
Phone: (304)724-3863
Fax: (304)728-8579

Submission of Applications – July 1 to December 31
Committee Review of Applications – January 1 to March 31
Awards Granted to Recipients – *Subject to unencumbered funds from previous budget year **- July 31**
After Action Report Due from Recipients – August 31

Please type or print clearly. **Date: 10/10/2025**

Organization Information Kingdom Life Community Development Corporation

Legal name of applicant organization : Kingdom Life Community Development Corporation
Mailing address: PO Box 151 Ranson WV 25438
Physical address, if different: 551 Willow Springs Dr Charles Town WV
Executive Director, President, or CEO name and title: Sterling V Porter, President
Telephone:304-596--4301 Fax: Email:shalonwinston@gmail.com
Contact title and telephone no: Shalonda Winston, Director 304-596-4301
Website: kingdomlifecathedral.org
Year organization was founded:2011
Organization's tax exempt # (EIN) 99-0377417
Organization's total operating budget for current fiscal year:
Amount of request: $5,000.00

Grant Request Information

Fiscal agent:
Name of project: Community Toy Drive
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 e one page. The primary purpose of our community toy drive is to **collect and distribute toys to children i n need**, particularly those from economically disadvantaged families or facing challenging circ umstances. These drives aim to provide children with the joy and excitement of receiving prese nts during special occasions like Christmas. By participating in a toy drive, individuals can cont

ribute to a brighter future for children, support local charities, and foster a sense of community and generosity within the community.
Beginning and ending dates of project/activity:10/1/2025-12/29/2025

Total Grant Request

Total cost of proposed project	$ 5,000.00
Amount requested in this application	$5,000.00
This request as % of total project cost	100%

List any previous funding received from the city of Ranson (e.g. year, purpose & amount):
_____
_____

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	_____	_____
Families	_____	_____
Fixed Assets	_____	_____
Health	_____	_____
Ongoing Costs	_____	_____
Project/Program Support	_____	_____
Renovation	_____	_____
Rent	_____	_____
Safety, Education & Training	_____	_____
Start-Up costs	_____	_____
Supplies	_____	_____
Utilities	_____	_____
Other	_____	___5,000.00_____
TOTAL	**$**	**___5,000.00_____**

_____ _____

Chair/President of Board of Directors Date

Shalonda Winston

_____ 10-10-25_____

Executive Director of Organization Date

AGENDA ITEM VII.3

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: PRESENTATION

AGENDA SECTION: **COUNCIL BUSINESS**

SUBJECT: Resolution 2026-12 FY 2026 General Fund Budget Revision #4

Enclosed is a copy of the Budget Revision #4 document, as well as the state

worksheet and resolution to authorize the revision. The proposed revision includes various adjustments to revenue and expense lines detailed below and denoted with a yellow highlighted field in the budget document. To summarize, the primary adjustments are:

Revenues

1. Increase of $75,000 to the Utility Tax Collections line to reflect filing trends

as well as outstanding anticipated collections through June 2026.

2. Increase of $2,000,000 to the B&O Tax Collections line to reflect filing trends

as well as outstanding anticipated collections for 2025 Quarter 2.

3. Increase of $75,000 to Building Permit Fee Collections line in anticipation of

spring/summer permitting activity.

4. Increase of $45,000 to the Interest Earned on Bank Accounts line reflecting

the negotiated interest rate increase and account structure changes for Public

Funds.

5. Increase of $2,500 to the Miscellaneous Revenue Collections line to reflect

Election Filing Fees and minor reimbursements.

6. Decrease of $25,000 to the Prior Year Property Tax Collection line to reflect

lower collections trend for the fiscal year.

7. Decrease of $50,000 to the Police Fines & Court Fees line to reflect lower

collections trend with police vacancies.

8. Decrease of $25,000 to the State Interstate Registration Program (IRP) Fees

line to reflect lower collections trend for the fiscal year.

9. Decrease of $500,000 to the Contributions from Sales Tax Fund line, given

General Operating Fund Revenue collections are strong enough to support

funding needs for FY2026.

Expenses

1. Allotment of $5,000 to the City Administration Supplies & Materials budget

line to account for the two new hires' office set-up and supplies.

2. Allotment of $35,000 to the Independent Fire Company Contributions Line to

fund their second Stipend Program tranche request.

3. Allotment of $17,300 to the City Hall Salaries/Tax line and Audit Cost line, accounting for staff leave payout request costs as well as anticipated audit expenses for FY2025 engagement.

4. Allotment of $60,200 to various Police Department budget lines accounting for overtime trends through June, new-hire uniform costs for onboarding police officers, Body Worn Camera Software expense overage, and minor contract increases that occurred during FY2026.

5. Allotment of $55,000 to various Streets & Highways Department budget lines accounting for anticipated staff leave payouts in June, utility rate increases, unstable fuel costs for the crew team, and materials purchases for Spring/Summer maintenance as well as completing the PW new building.

6. Allotment of $7,500 to Steets Lights Utility budget line to account for electric power utility rate increases during FY2026.

7. Allotment of $329,760 to the Contingencies line, maxing out the allowable balance (10% total General Fund Budget).

8. Allotting the excess revision balance of $1,087,740 to Contributions to the Capital Fund, to ensure compliance with the WVSAO Budgeting guidelines.

If approved, these revised figures would bring the total FY2026 General Fund budget from $11,304,620 to $12,902,120 (an increase of $1,597,500).

ATTACHMENTS:

FY 26 General Funds Revision#4 Resolution 2026-12.docx
FY2026 General Fund Budget Revision #4 5-5-2026.pdf
FY2026 General Fund Budget Revision #4 5-5-2026.pdf
WVSAO Budget Worksheet - FY2026 Ranson General Fund #4 5.5.2026.pdf

At a regular session of the municipal council, held May 5, 2026, the following order was made and entered:

SUBJECT: The fourth revision of the FY2026 General Fund Budget of the City of Ranson.

The following resolution was offered:

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

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

_____ Mayor Ken Suits	Yes	No	Absent
_____ Jaden Bound	Yes	No	Absent
_____ Andy Colandrea	Yes	No	Absent
_____ Stephanie Fagan	Yes	No	Absent
_____ Herbie McDaniel	Yes	No	Absent
_____ Wesley Wildrick	Yes	No	Absent
_____ Jaelyn Wratchford	Yes	No	Absent

WHEREUPON, Mayor Ken Suits, 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.

_____
Ken Suits, Mayor

ATTEST:

_____
Darla Armstrong, City Clerk

AFFIX CITY SEAL:

FY 2026
General Fund Budget
Budget Revision #4 Summary

	Current Budget FY2026	Budget Revision 4 5-5-2026	Proposed Budget FY2026	YTD Totals Mar-2026
Prior Year Carryover Fund Balance	*3,983,532*	*-*	*3,983,532*	*3,983,532*
Revenue Summary				
Taxes	5,573,588	**2,050,000**	**7,623,588**	*4,917,149*
Fines & Forfeitures	250,000	**(50,000)**	**200,000**	*140,969*
Licenses & Permits	906,000	**50,000**	**956,000**	*736,790*
Intergovernmental	525,000	**(500,000)**	**25,000**	*15,723*
Miscellaneous	66,500	**47,500**	**114,000**	*67,463*
Total Revenues	***11,304,620***	***1,597,500***	***12,902,120***	***9,861,626***
Expenditure Summary				
Mayor's Office	18,310	**-**	18,310	*11,268*
City Council	74,800	**-**	74,800	*50,852*
City Administrator	603,515	**5,000**	**608,515**	*298,558*
Police Judge's Office	51,300	**-**	51,300	*17,153*
Contribution to Commissions	368,000	**35,000**	**403,000**	*78,500*
Regional Development Authority	9,400	**-**	9,400	*9,399*
Planning & Zoning	1,182,650	**-**	1,182,650	*632,098*
Elections	11,500	**-**	11,500	*140*
City Hall	1,307,000	**17,300**	**1,324,300**	*872,493*
Contribution/Transfer	1,200,160	**1,087,740**	**2,287,900**	*800,107*
Contingency	960,452	**329,760**	**1,290,212**	*-*
Police Department	3,096,950	**60,200**	**3,157,150**	*1,830,305*
Streets Department	1,446,550	**55,000**	**1,501,550**	*1,027,936*
Street Lights	130,000	**7,500**	**137,500**	*98,026*
Parks & Recreation	594,033	**-**	594,033	*518,437*
Convention & Visitor's Bureau	250,000	**-**	250,000	*174,404*
Total Expenditures	***11,304,620***	***1,597,500***	***12,902,120***	***6,419,678***
Revenue Over Expenses	***-***	***-***	***-***	***3,441,948***

FY2026 Revenues

Account	Description	Current FY26 Budget 11-18-2025	Budget Revision #4 5-5-2026	Proposed FY2026 Budget	Y-T-D March 2026	Revision 4 Descriptions
	FY25 Carryover Fund Balance	3,983,532	-	3,983,532	*3,983,532*	
001.301.100	Ad Valorem Tax Current Year	1,743,738	-	1,743,738	*1,508,015*	
001.301.102	Property Tax Prior Years	125,000	**(25,000)**	**100,000**	***64,250***	***To account for lower county collections (WVSAO tax certs)***
001.301.106	Supplemental Taxes	50,000	-	50,000	*36,386*	
001.302.100	Tax Penalties and Interest	20,000	-	20,000	*9,376*	
001.303.100	Gas and Oil Severance Tax Current Year	13,600	-	13,600	*13,545*	
001.304.100	Utility Tax	300,000	**75,000**	**375,000**	***278,933***	***To account for higher collections trend***
001.305.100	B&O Tax	2,750,000	**2,000,000**	**4,750,000**	***2,619,043***	***To account for collections trend, and outstanding 2026Q2 tax***
001.306.100	Wine and Liquor Tax	70,000	-	70,000	*37,550*	
001.307.100	Animal Tax	1,250	-	1,250	*1,242*	
001.308.100	Hotel/Motel Tax	500,000	-	500,000	*348,808*	
001.320.100	Fines, Fees, and Court Costs	250,000	**(50,000)**	**200,000**	***140,864***	***To account for lower collection trend due to staffing***
001.321.100	Parking Tickets	-	-	-	*105*	
001.325.100	Business Licenses	30,000	-	30,000	*12,677*	
001.326.100	Building Permits	750,000	**75,000**	**825,000**	***666,705***	***To account for continued collections through May & June***
001.328.100	Franchise Tax	45,000	-	45,000	*22,096*	
001.329.100	Rental Registration	1,000	-	1,000	*860*	
001.330.100	IRP Fees	80,000	**(25,000)**	**55,000**	***34,452***	***To account for lower collection trend from State Treasurer***
001.369.100	Contributions from Sales Tax Fund	500,000	**(500,000)**	**-**	**-**	***No funding needed w/ healthy revenue performance in FY2026.***
001.374.100	Payroll Reimbursement	25,000	-	25,000	*15,723*	
001.380.100	Interest Gained on Investments	25,000	**45,000**	**70,000**	***41,621***	***To account for higher interest rates negotiated by Finance***
001.382.100	Refunds & Rebates	25,000	-	25,000	*14,559*	
001.383.100	Sale of Fixed Asset	5,000	-	5,000	*1,410*	
001.386.100	Insurance Claim	5,000	-	5,000	*3,058*	
001.389.100	Accident Reports	5,000	-	5,000	*3,100*	
001.399.100	Miscellaneous	1,000	**2,500**	**3,500**	***3,425***	***To account for minor miscellaneous collection trends.***
001.399.102	Yard Sale Fees	250	-	250	*210*	
001.399.103	Fingerprint Fee	250	-	250	*80*	
	Total Revenues	***11,304,620***	***1,597,500***	***12,902,120***	***9,861,626***	

FY2026 Expenditures

Account Number	Description	Current FY26 Budget 11-18-2025	Budget Revision #4 5-5-2026	Proposed FY2026 Budget	Y-T-D March 2026	Revision 4 Descriptions
409 - Mayor's Office						
001.409.101	Mayor Salary	12,000	-	12,000	*9,000*	
001.409.104	Mayor FICA	960	-	960	*689*	
001.409.214	Mayor Travel	2,750	-	2,750	*942*	
001.409.226	Mayor Insurance Bonds	100	-	100	-	
001.409.230	Mayor Contracted Services	500	-	500	-	
001.409.341	Mayor Departmental Supplies	1,500	-	1,500	*638*	
001.409.568	Mayor Contributions	500	-	500	-	
	Total	***18,310***	***-***	**18,310**	***11,268***	
410 - City Council						
001.410.101	City Council Salary	60,000	-	60,000	*42,917*	
001.410.104	City Council FICA	4,800	-	4,800	*3,283*	
001.410.214	City Council Travel	7,500	-	7,500	*3,379*	
001.410.230	City Council Contracted Services	500	-	500	-	
001.410.341	City Council Departmental Supplies	2,000	-	2,000	*1,273*	
	Total	***74,800***	***-***	**74,800**	***50,852***	
412 - City Administration Office						
001.412.103	City Administration Salary (4 FT staff)	343,000	-	343,000	*192,936*	
001.412.104	City Administration FICA	26,765	-	26,765	*15,360*	
001.412.105	City Administration Insurance	94,000	-	94,000	*41,895*	
001.412.106	City Administration Retirement	33,500	-	33,500	*17,489*	
001.412.211	City Administration Phone	1,500	-	1,500	*258*	
001.412.214	City Administration Travel	7,500	-	7,500	*4,359*	
001.412.220	City Administration Ads/Legal Publications	2,500	-	2,500	*41*	
001.412.221	City Administration Training	5,000	-	5,000	*2,776*	
001.412.222	City Administration Dues and Subscriptions	3,500	-	3,500	*1,677*	
001.412.223	City Administration Professional Services	25,000	-	25,000	*1,701*	
001.412.226	City Administration Insurance and Bonds	250	-	250	-	
001.412.230	City Administration Contracted Services	20,000	-	20,000	-	
001.412.341	City Administration Supplies and Materials	5,000	**5,000**	**10,000**	***5,119***	***2 New Hires' Office Supplies (desks, chairs, computer items)***
001.412.343	City Administration Gas Oil Tires	1,500	-	1,500	*380*	
001.412.345	City Administration Uniforms	2,000	-	2,000	-	
001.412.353	City Administration Computer Software	32,500	-	32,500	*14,568*	
	Total	***603,515***	***5,000***	**608,515**	***298,558***	
416 - Police Judge's Office						
001.416.103	Police Judge Salary (3 PT staff)	25,000	-	25,000	*15,841*	
001.416.104	Police Judge FICA	2,000	-	2,000	*1,212*	
001.416.211	Court Building Phone	5,000	-	5,000	-	
001.416.213	Court Building Utilities	5,000	-	5,000	-	
001.416.215	Court Building Repairs/Maintenance	2,500	-	2,500	-	
001.416.219	Court Building & Equipment Rentals	3,500	-	3,500	-	
001.416.223	Police Judge Professional Services	7,000	-	7,000	-	
001.416.226	Police Judge Insurance and Bonds	300	-	300	*100*	
001.416.341	Court Building Supplies & Materials	1,000	-	1,000	-	
	Total	***51,300***	***-***	**51,300**	***17,153***	

FY2026 Expenditures

Account Number	Description	Current FY26 Budget 11-18-2025	Budget Revision #4 5-5-2026	Proposed FY2026 Budget	Y-T-D March 2026	Revision 4 Descriptions
424 - Contributions						
001.424.568	Contributions - Dispersed					
	PANTRAN	15,000	-	15,000	-	
	Ranson Bus Route Initiative	200,000	-	200,000	-	
	Independent Fire Dept	54,000	**35,000**	**89,000**	***35,000***	***IFC Stipend Program - 2nd Tranche of FY26 $100K earmark***
	Citizen Fire Dept.	14,000	-	14,000	-	
	Charles Town Library	5,000	-	5,000	-	
	Jefferson County P&R - Fireworks	5,000	-	5,000	-	
	Mini-Grant Program	50,000	-	50,000	*38,500*	
	Community Sponsorship	25,000	-	25,000	*5,000*	
	Total	***368,000***	***35,000***	**403,000**	***78,500***	
435 - Regional Development Authority						
001.435.222	Region 9 Planning & Development Council	**9,400**	-	**9,400**	***9,399***	
437 - Planning and Zoning						
001.437.103	Planning and Zoning Salary (7 FT staff)	501,000	-	501,000	*287,852*	
001.437.104	Planning and Zoning FICA	40,150	-	40,150	*22,652*	
001.437.105	Planning and Zoning Insurance	134,000	-	134,000	*56,480*	
001.437.106	Planning and Zoning Retirement	45,500	-	45,500	*24,258*	
001.437.108	Planning and Zoning Overtime/Extra Help	5,000	-	5,000	*1,983*	
001.437.110	Planning and Zoning Fringe Benefits	750	-	750	*500*	
001.437.211	Planning and Zoning Telephone	2,000	-	2,000	*393*	
001.437.214	Planning and Zoning Travel	3,000	-	3,000	-	
001.437.217	Planning and Zoning Vehicle Repair	500	-	500	*518*	
001.437.218	Planning and Zoning Postage	5,000	-	5,000	*1,428*	
001.437.220	Planning and Zoning Legal Publications	4,000	-	4,000	*1,581*	
001.437.221	Planning and Zoning Training	10,000	-	10,000	*405*	
001.437.222	Planning and Zoning Dues and Subscriptions	1,500	-	1,500	*545*	
001.437.223	Planning and Zoning Professional Services	400,000	-	400,000	*225,022*	
001.437.226	Planning and Zoning Insurance & Bonds	250	-	250	-	
001.437.230	Planning and Zoning Contracted Services	1,000	-	1,000	*365*	
001.437.341	Planning and Zoning Supplies and Materials	10,000	-	10,000	*2,456*	
001.437.343	Planning and Zoning Gas, Oil, Tires	2,500	-	2,500	*795*	
001.437.345	Planning and Zoning Uniforms	3,500	-	3,500	-	
001.437.353	Planning and Zoning Computer Software	13,000	-	13,000	*4,864*	
	Total	***1,182,650***	**-**	**1,182,650**	***632,098***	
438 - Elections						
001.438.220	Elections Advertising	750	-	750	*119*	
001.438.230	Elections Contracted Service (Poll workers)	7,000	-	7,000	-	
001.438.341	Elections Supplies and Materials	3,750	-	3,750	*21*	
	Total	***11,500***	**-**	**11,500**	***140***	

FY2026 Expenditures

Account Number	Description	Current FY26 Budget 11-18-2025	Budget Revision #4 5-5-2026	Proposed FY2026 Budget	Y-T-D March 2026	Revision 4 Descriptions
440 - City Hall						
001.440.103	City Hall Salary (4 FT staff)	270,000	**10,000**	**280,000**	***206,441***	***Spring Leave Payout Request Costs***
001.440.104	City Hall FICA	21,500	**800**	**22,300**	***16,571***	***Employer Taxes for Leave Payouts***
001.440.105	City Hall Insurance	72,000	-	72,000	*44,558*	
001.440.106	City Hall Retirement	27,000	-	27,000	*20,339*	
001.440.108	City Hall Overtime / Extra Help	5,000	**(3,500)**	**1,500**	**-**	***Offset Leave Payout Costs***
001.440.211	City Hall Telephone	25,000	-	25,000	*16,252*	
001.440.212	City Hall Printing	7,500	-	7,500	*3,184*	
001.440.213	City Hall Utilities	25,000	-	25,000	*15,489*	
001.440.214	City Hall Travel	2,000	-	2,000	-	
001.440.215	City Hall Maintenance / Repair Building	15,000	-	15,000	*6,622*	
001.440.216	City Hall Maintenance / Repair Equipment	500	-	500	-	
001.440.217	City Hall Vehicle Repair	500	-	500	*25*	
001.440.218	City Hall Postage / Meter	7,000	-	7,000	*3,325*	
001.440.219	City Hall Building and Equipment Rents	11,000	-	11,000	*6,833*	
001.440.220	City Hall Advertising / Legal Publications	5,000	-	5,000	*1,370*	
001.440.221	City Hall Training	5,000	-	5,000	*208*	
001.440.222	City Hall Dues and Subscriptions	10,000	-	10,000	*2,126*	
001.440.223	City Hall Professional Services	100,000		100,000	*40,500*	
001.440.224	City Hall Audit Costs	40,000	**10,000**	**50,000**	***4,285***	***Outstanding Costs: $16K Auditors; $20K CPAs; $5K 990 Fees***
001.440.226	City Hall Insurance and Bonds (Travelers)	298,500	-	298,500	*291,007*	
001.440.230	City Hall Contracted Services	160,000	-	160,000	*101,715*	
001.440.232	City Hall Bank Charges	65,000	-	65,000	*36,041*	
001.440.341	City Hall Supplies and Materials	30,000	-	30,000	*9,049*	
001.440.343	City Hall Oil, Gas & Tires	500	-	500	-	
001.440.345	City Hall Uniforms	2,000	-	2,000	-	
001.440.353	City Hall Computer Software	100,000	-	100,000	*44,749*	
001.440.570	City Hall Miscellaneous Fees	2,000	-	2,000	*1,804*	
	Total	***1,307,000***	***17,300***	**1,324,300**	***872,493***	
444 - Contributions to Other Funds						
1.444.566	Contributions to Others Funds					
	Municipal Capital Improvement	1,200,160	***1,087,740***	**2,287,900**	***800,107***	***Excess Budget Balance Allocation***
	Municipal Stabilization	-	-	-	-	
	Total	***1,200,160***	***1,087,740***	**2,287,900**	***800,107***	
699 - Contingencies						
1.699.000	Contingencies	960,452	***329,760***	**1,290,212**	**-**	***Maximum Allowable Amount - 10% Total General Fund Budget***
	Total	***960,452***	***329,760***	**1,290,212**	**-**	

FY2026 Expenditures

Account Number	Description	Current FY26 Budget 11-18-2025	Budget Revision #4 5-5-2026	Proposed FY2026 Budget	Y-T-D March 2026	Revision 4 Descriptions
700 - Police						
001.700.103	Police Salary (19 FT Officers, 2 FT Admin, RR)	1,750,000	-	1,750,000	*1,072,343*	
001.700.104	Police FICA	145,500	**2,700**	**148,200**	***95,621***	***Employer Taxes for Overtime Funding Increase***
001.700.105	Police Insurance	442,000	-	442,000	*214,775*	
001.700.106	Police Retirement	163,500	-	163,500	*100,917*	
001.700.108	Police Overtime / Extra Help	150,000	**35,000**	**185,000**	***125,926***	***Addt'l funding for expense trend & upcoming holiday shift overtime***
001.700.110	Police Fringe Benefits	4,750	-	4,750	*3,500*	
001.700.211	Police Telephone	7,500	-	7,500	*4,336*	
001.700.212	Police Printing	500	-	500	-	
001.700.213	Police Utilities	22,500	-	22,500	*12,225*	
001.700.214	Police Travel	10,000	-	10,000	*5,355*	
001.700.215	Police Maintenance / Repair Building	2,500	-	2,500	*981*	
001.700.216	Police Maintenance / Repair Equipment	1,000	-	1,000	-	
001.700.217	Police Vehicle Maintenance	30,000	-	30,000	*13,623*	
001.700.218	Police Postage	1,000	-	1,000	*312*	
001.700.219	Police Building and Equipment Rents	7,000	-	7,000	*3,794*	
001.700.220	Police Advertising / Legal Publication	3,000	-	3,000	-	
001.700.221	Police Training	10,000	-	10,000	*5,995*	
001.700.222	Police Dues and Subscriptions	1,500	-	1,500	*120*	
001.700.223	Police Professional Services	32,500	-	32,500	*7,684*	
001.700.226	Police Insurance and Bonds	200	-	200	-	
001.700.230	Police Contracted Services	30,000	***5,000***	**35,000**	***18,262***	***Contract cost increases (Landscaping, Pest, Mat Service)***
001.700.233	Police Investigation Fees	1,000	-	1,000	-	
001.700.235	Police Remittance of Fees Collected	100,000	-	100,000	*24,444*	
001.700.341	Police Supplies and Materials	25,000	-	25,000	*11,223*	
001.700.343	Police Gas Oil Tires	75,000	-	75,000	*29,550*	
001.700.345	Police Uniforms	50,000	**7,500**	**57,500**	***38,392***	***New Hire Officer's Uniform outfitting cost funding***
001.700.353	Police Software	31,000	**10,000**	**41,000**	***40,928***	***Annual BWC Contract paid in full, FY25 contract split over 2 yrs***
	Total	***3,096,950***	***60,200***	**3,157,150**	***1,830,305***	

FY2026 Expenditures

Account Number	Description	Current FY26 Budget 11-18-2025	Budget Revision #4 5-5-2026	Proposed FY2026 Budget	Y-T-D March 2026	Revision 4 Descriptions
750 - Streets						
001.750.103	Streets Salary (10 FT employees)	683,000	**25,000**	**708,000**	***536,594***	***Funding for anticipated leave payouts through end of FY26***
001.750.104	Streets FICA	54,000	**5,000**	**59,000**	***43,464***	***Employer Taxes for Past Leave Payouts + Anticipated Payouts***
001.750.105	Streets Insurance	229,000	-	229,000	*162,224*	
001.750.106	Streets Retirement	66,000	-	66,000	*48,361*	
001.750.108	Streets Overtime / Extra Help	17,500	-	17,500	*11,683*	
001.750.110	Streets Fringe Benefits	2,500	-	2,500	*2,500*	
001.750.211	Streets Telephone	6,750	-	6,750	*3,938*	
001.750.213	Streets Utilities	10,000	**5,000**	**15,000**	***8,501***	***Increased Electric + Propane Costs***
001.750.214	Streets Travel	1,000	-	1,000	-	
001.750.215	Streets Maintenance / Repair Building	5,000	-	5,000	*52*	
001.750.216	Streets Maintenance / Repair Equipment	15,000	-	15,000	*3,071*	
001.750.217	Streets Maintenance / Repair Vehicles	20,000	-	20,000	*9,796*	
001.750.219	Streets Building and Equipment Rents	5,000	-	5,000	*1,279*	
001.750.221	Streets Training	2,500	-	2,500	*302*	
001.750.222	Streets Dues	500	-	500	*92*	
001.750.223	Streets Professional Services	500	-	500	-	
001.750.226	Streets Insurance and Bonds	300	-	300	*250*	
001.750.230	Streets Contracted Services	216,000	-	216,000	*126,963*	
001.750.341	Streets Supplies and Materials	65,000	**10,000**	**75,000**	***41,294***	***Spring/Summer supplies cost for facility upkeep, building project***
001.750.343	Streets Gas Oil Tires	30,000	**10,000**	**40,000**	***21,169***	***Contingent Funding for unstable fuel costs thru June.***
001.750.345	Streets Uniforms	10,000	-	10,000	*1,642*	
001.750.353	Streets Software	7,000	-	7,000	*4,762*	
	Total	***1,446,550***	***55,000***	**1,501,550**	***1,027,936***	
751 - Street Lights						
001.751.213	Street Lights - Utilities	130,000	***7,500***	**137,500**	***98,026***	***Increased Electric Utility Cost Trend***
	Total	***130,000***	***7,500***	**137,500**	***98,026***	
900 - Parks & Recreation						
001.900.568	Parks & Recreation Pass through Hotel Tax	250,000	-	250,000	*174,404*	
001.900.568	Parks & Recreation Operational Contribution	344,033	-	344,033	*344,033*	
	Total	***594,033***	***-***	***594,033***	***518,437***	
901 - Convention & Visitors Bureau (CVB)						
001.901.568	CVB Pass through Hotel Tax	250,000	-	250,000	*174,404*	
	Total	***250,000***	***-***	**250,000**	***174,404***	
	Total Expenses	***11,304,620***	***1,597,500***	***12,902,120***	***6,419,678***	

FY 2026
General Fund Budget
Budget Revision #4 Summary

	Current Budget FY2026	Budget Revision 4 5-5-2026	Proposed Budget FY2026	YTD Totals Mar-2026
Prior Year Carryover Fund Balance	*3,983,532*	*-*	*3,983,532*	*3,983,532*
Revenue Summary				
Taxes	5,573,588	**2,050,000**	**7,623,588**	*4,917,149*
Fines & Forfeitures	250,000	**(50,000)**	**200,000**	*140,969*
Licenses & Permits	906,000	**50,000**	**956,000**	*736,790*
Intergovernmental	525,000	**(500,000)**	**25,000**	*15,723*
Miscellaneous	66,500	**47,500**	**114,000**	*67,463*
Total Revenues	***11,304,620***	***1,597,500***	***12,902,120***	***9,861,626***
Expenditure Summary				
Mayor's Office	18,310	**-**	18,310	*11,268*
City Council	74,800	**-**	74,800	*50,852*
City Administrator	603,515	**5,000**	**608,515**	*298,558*
Police Judge's Office	51,300	**-**	51,300	*17,153*
Contribution to Commissions	368,000	**35,000**	**403,000**	*78,500*
Regional Development Authority	9,400	**-**	9,400	*9,399*
Planning & Zoning	1,182,650	**-**	1,182,650	*632,098*
Elections	11,500	**-**	11,500	*140*
City Hall	1,307,000	**17,300**	**1,324,300**	*872,493*
Contribution/Transfer	1,200,160	**1,087,740**	**2,287,900**	*800,107*
Contingency	960,452	**329,760**	**1,290,212**	*-*
Police Department	3,096,950	**60,200**	**3,157,150**	*1,830,305*
Streets Department	1,446,550	**55,000**	**1,501,550**	*1,027,936*
Street Lights	130,000	**7,500**	**137,500**	*98,026*
Parks & Recreation	594,033	**-**	594,033	*518,437*
Convention & Visitor's Bureau	250,000	**-**	250,000	*174,404*
Total Expenditures	***11,304,620***	***1,597,500***	***12,902,120***	***6,419,678***
Revenue Over Expenses	***-***	***-***	***-***	***3,441,948***

FY2026 Revenues

Account	Description	Current FY26 Budget 11-18-2025	Budget Revision #4 5-5-2026	Proposed FY2026 Budget	Y-T-D March 2026	Revision 4 Descriptions
	FY25 Carryover Fund Balance	3,983,532	-	3,983,532	*3,983,532*	
001.301.100	Ad Valorem Tax Current Year	1,743,738	-	1,743,738	*1,508,015*	
001.301.102	Property Tax Prior Years	125,000	**(25,000)**	**100,000**	***64,250***	***To account for lower county collections (WVSAO tax certs)***
001.301.106	Supplemental Taxes	50,000	-	50,000	*36,386*	
001.302.100	Tax Penalties and Interest	20,000	-	20,000	*9,376*	
001.303.100	Gas and Oil Severance Tax Current Year	13,600	-	13,600	*13,545*	
001.304.100	Utility Tax	300,000	**75,000**	**375,000**	***278,933***	***To account for higher collections trend***
001.305.100	B&O Tax	2,750,000	**2,000,000**	**4,750,000**	***2,619,043***	***To account for collections trend, and outstanding 2026Q2 tax***
001.306.100	Wine and Liquor Tax	70,000	-	70,000	*37,550*	
001.307.100	Animal Tax	1,250	-	1,250	*1,242*	
001.308.100	Hotel/Motel Tax	500,000	-	500,000	*348,808*	
001.320.100	Fines, Fees, and Court Costs	250,000	**(50,000)**	**200,000**	***140,864***	***To account for lower collection trend due to staffing***
001.321.100	Parking Tickets	-	-	-	*105*	
001.325.100	Business Licenses	30,000	-	30,000	*12,677*	
001.326.100	Building Permits	750,000	**75,000**	**825,000**	***666,705***	***To account for continued collections through May & June***
001.328.100	Franchise Tax	45,000	-	45,000	*22,096*	
001.329.100	Rental Registration	1,000	-	1,000	*860*	
001.330.100	IRP Fees	80,000	**(25,000)**	**55,000**	***34,452***	***To account for lower collection trend from State Treasurer***
001.369.100	Contributions from Sales Tax Fund	500,000	**(500,000)**	**-**	**-**	***No funding needed w/ healthy revenue performance in FY2026.***
001.374.100	Payroll Reimbursement	25,000	-	25,000	*15,723*	
001.380.100	Interest Gained on Investments	25,000	**45,000**	**70,000**	***41,621***	***To account for higher interest rates negotiated by Finance***
001.382.100	Refunds & Rebates	25,000	-	25,000	*14,559*	
001.383.100	Sale of Fixed Asset	5,000	-	5,000	*1,410*	
001.386.100	Insurance Claim	5,000	-	5,000	*3,058*	
001.389.100	Accident Reports	5,000	-	5,000	*3,100*	
001.399.100	Miscellaneous	1,000	**2,500**	**3,500**	***3,425***	***To account for minor miscellaneous collection trends.***
001.399.102	Yard Sale Fees	250	-	250	*210*	
001.399.103	Fingerprint Fee	250	-	250	*80*	
	Total Revenues	***11,304,620***	***1,597,500***	***12,902,120***	***9,861,626***	

FY2026 Expenditures

Account Number	Description	Current FY26 Budget 11-18-2025	Budget Revision #4 5-5-2026	Proposed FY2026 Budget	Y-T-D March 2026	Revision 4 Descriptions
409 - Mayor's Office						
001.409.101	Mayor Salary	12,000	-	12,000	*9,000*	
001.409.104	Mayor FICA	960	-	960	*689*	
001.409.214	Mayor Travel	2,750	-	2,750	*942*	
001.409.226	Mayor Insurance Bonds	100	-	100	-	
001.409.230	Mayor Contracted Services	500	-	500	-	
001.409.341	Mayor Departmental Supplies	1,500	-	1,500	*638*	
001.409.568	Mayor Contributions	500	-	500	-	
	Total	***18,310***	***-***	**18,310**	***11,268***	
410 - City Council						
001.410.101	City Council Salary	60,000	-	60,000	*42,917*	
001.410.104	City Council FICA	4,800	-	4,800	*3,283*	
001.410.214	City Council Travel	7,500	-	7,500	*3,379*	
001.410.230	City Council Contracted Services	500	-	500	-	
001.410.341	City Council Departmental Supplies	2,000	-	2,000	*1,273*	
	Total	***74,800***	***-***	**74,800**	***50,852***	
412 - City Administration Office						
001.412.103	City Administration Salary (4 FT staff)	343,000	-	343,000	*192,936*	
001.412.104	City Administration FICA	26,765	-	26,765	*15,360*	
001.412.105	City Administration Insurance	94,000	-	94,000	*41,895*	
001.412.106	City Administration Retirement	33,500	-	33,500	*17,489*	
001.412.211	City Administration Phone	1,500	-	1,500	*258*	
001.412.214	City Administration Travel	7,500	-	7,500	*4,359*	
001.412.220	City Administration Ads/Legal Publications	2,500	-	2,500	*41*	
001.412.221	City Administration Training	5,000	-	5,000	*2,776*	
001.412.222	City Administration Dues and Subscriptions	3,500	-	3,500	*1,677*	
001.412.223	City Administration Professional Services	25,000	-	25,000	*1,701*	
001.412.226	City Administration Insurance and Bonds	250	-	250	-	
001.412.230	City Administration Contracted Services	20,000	-	20,000	-	
001.412.341	City Administration Supplies and Materials	5,000	**5,000**	**10,000**	***5,119***	***2 New Hires' Office Supplies (desks, chairs, computer items)***
001.412.343	City Administration Gas Oil Tires	1,500	-	1,500	*380*	
001.412.345	City Administration Uniforms	2,000	-	2,000	-	
001.412.353	City Administration Computer Software	32,500	-	32,500	*14,568*	
	Total	***603,515***	***5,000***	**608,515**	***298,558***	
416 - Police Judge's Office						
001.416.103	Police Judge Salary (3 PT staff)	25,000	-	25,000	*15,841*	
001.416.104	Police Judge FICA	2,000	-	2,000	*1,212*	
001.416.211	Court Building Phone	5,000	-	5,000	-	
001.416.213	Court Building Utilities	5,000	-	5,000	-	
001.416.215	Court Building Repairs/Maintenance	2,500	-	2,500	-	
001.416.219	Court Building & Equipment Rentals	3,500	-	3,500	-	
001.416.223	Police Judge Professional Services	7,000	-	7,000	-	
001.416.226	Police Judge Insurance and Bonds	300	-	300	*100*	
001.416.341	Court Building Supplies & Materials	1,000	-	1,000	-	
	Total	***51,300***	***-***	**51,300**	***17,153***	

FY2026 Expenditures

Account Number	Description	Current FY26 Budget 11-18-2025	Budget Revision #4 5-5-2026	Proposed FY2026 Budget	Y-T-D March 2026	Revision 4 Descriptions
424 - Contributions						
001.424.568	Contributions - Dispersed					
	PANTRAN	15,000	-	15,000	-	
	Ranson Bus Route Initiative	200,000	-	200,000	-	
	Independent Fire Dept	54,000	**35,000**	**89,000**	***35,000***	***IFC Stipend Program - 2nd Tranche of FY26 $100K earmark***
	Citizen Fire Dept.	14,000	-	14,000	-	
	Charles Town Library	5,000	-	5,000	-	
	Jefferson County P&R - Fireworks	5,000	-	5,000	-	
	Mini-Grant Program	50,000	-	50,000	*38,500*	
	Community Sponsorship	25,000	-	25,000	*5,000*	
	Total	***368,000***	***35,000***	**403,000**	***78,500***	
435 - Regional Development Authority						
001.435.222	Region 9 Planning & Development Council	**9,400**	-	**9,400**	***9,399***	
437 - Planning and Zoning						
001.437.103	Planning and Zoning Salary (7 FT staff)	501,000	-	501,000	*287,852*	
001.437.104	Planning and Zoning FICA	40,150	-	40,150	*22,652*	
001.437.105	Planning and Zoning Insurance	134,000	-	134,000	*56,480*	
001.437.106	Planning and Zoning Retirement	45,500	-	45,500	*24,258*	
001.437.108	Planning and Zoning Overtime/Extra Help	5,000	-	5,000	*1,983*	
001.437.110	Planning and Zoning Fringe Benefits	750	-	750	*500*	
001.437.211	Planning and Zoning Telephone	2,000	-	2,000	*393*	
001.437.214	Planning and Zoning Travel	3,000	-	3,000	-	
001.437.217	Planning and Zoning Vehicle Repair	500	-	500	*518*	
001.437.218	Planning and Zoning Postage	5,000	-	5,000	*1,428*	
001.437.220	Planning and Zoning Legal Publications	4,000	-	4,000	*1,581*	
001.437.221	Planning and Zoning Training	10,000	-	10,000	*405*	
001.437.222	Planning and Zoning Dues and Subscriptions	1,500	-	1,500	*545*	
001.437.223	Planning and Zoning Professional Services	400,000	-	400,000	*225,022*	
001.437.226	Planning and Zoning Insurance & Bonds	250	-	250	-	
001.437.230	Planning and Zoning Contracted Services	1,000	-	1,000	*365*	
001.437.341	Planning and Zoning Supplies and Materials	10,000	-	10,000	*2,456*	
001.437.343	Planning and Zoning Gas, Oil, Tires	2,500	-	2,500	*795*	
001.437.345	Planning and Zoning Uniforms	3,500	-	3,500	-	
001.437.353	Planning and Zoning Computer Software	13,000	-	13,000	*4,864*	
	Total	***1,182,650***	**-**	**1,182,650**	***632,098***	
438 - Elections						
001.438.220	Elections Advertising	750	-	750	*119*	
001.438.230	Elections Contracted Service (Poll workers)	7,000	-	7,000	-	
001.438.341	Elections Supplies and Materials	3,750	-	3,750	*21*	
	Total	***11,500***	**-**	**11,500**	***140***	

FY2026 Expenditures

Account Number	Description	Current FY26 Budget 11-18-2025	Budget Revision #4 5-5-2026	Proposed FY2026 Budget	Y-T-D March 2026	Revision 4 Descriptions
440 - City Hall						
001.440.103	City Hall Salary (4 FT staff)	270,000	**10,000**	**280,000**	***206,441***	***Spring Leave Payout Request Costs***
001.440.104	City Hall FICA	21,500	**800**	**22,300**	***16,571***	***Employer Taxes for Leave Payouts***
001.440.105	City Hall Insurance	72,000	-	72,000	*44,558*	
001.440.106	City Hall Retirement	27,000	-	27,000	*20,339*	
001.440.108	City Hall Overtime / Extra Help	5,000	**(3,500)**	**1,500**	**-**	***Offset Leave Payout Costs***
001.440.211	City Hall Telephone	25,000	-	25,000	*16,252*	
001.440.212	City Hall Printing	7,500	-	7,500	*3,184*	
001.440.213	City Hall Utilities	25,000	-	25,000	*15,489*	
001.440.214	City Hall Travel	2,000	-	2,000	-	
001.440.215	City Hall Maintenance / Repair Building	15,000	-	15,000	*6,622*	
001.440.216	City Hall Maintenance / Repair Equipment	500	-	500	-	
001.440.217	City Hall Vehicle Repair	500	-	500	*25*	
001.440.218	City Hall Postage / Meter	7,000	-	7,000	*3,325*	
001.440.219	City Hall Building and Equipment Rents	11,000	-	11,000	*6,833*	
001.440.220	City Hall Advertising / Legal Publications	5,000	-	5,000	*1,370*	
001.440.221	City Hall Training	5,000	-	5,000	*208*	
001.440.222	City Hall Dues and Subscriptions	10,000	-	10,000	*2,126*	
001.440.223	City Hall Professional Services	100,000		100,000	*40,500*	
001.440.224	City Hall Audit Costs	40,000	**10,000**	**50,000**	***4,285***	***Outstanding Costs: $16K Auditors; $20K CPAs; $5K 990 Fees***
001.440.226	City Hall Insurance and Bonds (Travelers)	298,500	-	298,500	*291,007*	
001.440.230	City Hall Contracted Services	160,000	-	160,000	*101,715*	
001.440.232	City Hall Bank Charges	65,000	-	65,000	*36,041*	
001.440.341	City Hall Supplies and Materials	30,000	-	30,000	*9,049*	
001.440.343	City Hall Oil, Gas & Tires	500	-	500	-	
001.440.345	City Hall Uniforms	2,000	-	2,000	-	
001.440.353	City Hall Computer Software	100,000	-	100,000	*44,749*	
001.440.570	City Hall Miscellaneous Fees	2,000	-	2,000	*1,804*	
	Total	***1,307,000***	***17,300***	**1,324,300**	***872,493***	
444 - Contributions to Other Funds						
1.444.566	Contributions to Others Funds					
	Municipal Capital Improvement	1,200,160	***1,087,740***	**2,287,900**	***800,107***	***Excess Budget Balance Allocation***
	Municipal Stabilization	-	-	-	-	
	Total	***1,200,160***	***1,087,740***	**2,287,900**	***800,107***	
699 - Contingencies						
1.699.000	Contingencies	960,452	***329,760***	**1,290,212**	**-**	***Maximum Allowable Amount - 10% Total General Fund Budget***
	Total	***960,452***	***329,760***	**1,290,212**	**-**	

FY2026 Expenditures

Account Number	Description	Current FY26 Budget 11-18-2025	Budget Revision #4 5-5-2026	Proposed FY2026 Budget	Y-T-D March 2026	Revision 4 Descriptions
700 - Police						
001.700.103	Police Salary (19 FT Officers, 2 FT Admin, RR)	1,750,000	-	1,750,000	*1,072,343*	
001.700.104	Police FICA	145,500	**2,700**	**148,200**	***95,621***	***Employer Taxes for Overtime Funding Increase***
001.700.105	Police Insurance	442,000	-	442,000	*214,775*	
001.700.106	Police Retirement	163,500	-	163,500	*100,917*	
001.700.108	Police Overtime / Extra Help	150,000	**35,000**	**185,000**	***125,926***	***Addt'l funding for expense trend & upcoming holiday shift overtime***
001.700.110	Police Fringe Benefits	4,750	-	4,750	*3,500*	
001.700.211	Police Telephone	7,500	-	7,500	*4,336*	
001.700.212	Police Printing	500	-	500	-	
001.700.213	Police Utilities	22,500	-	22,500	*12,225*	
001.700.214	Police Travel	10,000	-	10,000	*5,355*	
001.700.215	Police Maintenance / Repair Building	2,500	-	2,500	*981*	
001.700.216	Police Maintenance / Repair Equipment	1,000	-	1,000	-	
001.700.217	Police Vehicle Maintenance	30,000	-	30,000	*13,623*	
001.700.218	Police Postage	1,000	-	1,000	*312*	
001.700.219	Police Building and Equipment Rents	7,000	-	7,000	*3,794*	
001.700.220	Police Advertising / Legal Publication	3,000	-	3,000	-	
001.700.221	Police Training	10,000	-	10,000	*5,995*	
001.700.222	Police Dues and Subscriptions	1,500	-	1,500	*120*	
001.700.223	Police Professional Services	32,500	-	32,500	*7,684*	
001.700.226	Police Insurance and Bonds	200	-	200	-	
001.700.230	Police Contracted Services	30,000	***5,000***	**35,000**	***18,262***	***Contract cost increases (Landscaping, Pest, Mat Service)***
001.700.233	Police Investigation Fees	1,000	-	1,000	-	
001.700.235	Police Remittance of Fees Collected	100,000	-	100,000	*24,444*	
001.700.341	Police Supplies and Materials	25,000	-	25,000	*11,223*	
001.700.343	Police Gas Oil Tires	75,000	-	75,000	*29,550*	
001.700.345	Police Uniforms	50,000	**7,500**	**57,500**	***38,392***	***New Hire Officer's Uniform outfitting cost funding***
001.700.353	Police Software	31,000	**10,000**	**41,000**	***40,928***	***Annual BWC Contract paid in full, FY25 contract split over 2 yrs***
	Total	***3,096,950***	***60,200***	**3,157,150**	***1,830,305***	

FY2026 Expenditures

Account Number	Description	Current FY26 Budget 11-18-2025	Budget Revision #4 5-5-2026	Proposed FY2026 Budget	Y-T-D March 2026	Revision 4 Descriptions
750 - Streets						
001.750.103	Streets Salary (10 FT employees)	683,000	**25,000**	**708,000**	***536,594***	***Funding for anticipated leave payouts through end of FY26***
001.750.104	Streets FICA	54,000	**5,000**	**59,000**	***43,464***	***Employer Taxes for Past Leave Payouts + Anticipated Payouts***
001.750.105	Streets Insurance	229,000	-	229,000	*162,224*	
001.750.106	Streets Retirement	66,000	-	66,000	*48,361*	
001.750.108	Streets Overtime / Extra Help	17,500	-	17,500	*11,683*	
001.750.110	Streets Fringe Benefits	2,500	-	2,500	*2,500*	
001.750.211	Streets Telephone	6,750	-	6,750	*3,938*	
001.750.213	Streets Utilities	10,000	**5,000**	**15,000**	***8,501***	***Increased Electric + Propane Costs***
001.750.214	Streets Travel	1,000	-	1,000	-	
001.750.215	Streets Maintenance / Repair Building	5,000	-	5,000	*52*	
001.750.216	Streets Maintenance / Repair Equipment	15,000	-	15,000	*3,071*	
001.750.217	Streets Maintenance / Repair Vehicles	20,000	-	20,000	*9,796*	
001.750.219	Streets Building and Equipment Rents	5,000	-	5,000	*1,279*	
001.750.221	Streets Training	2,500	-	2,500	*302*	
001.750.222	Streets Dues	500	-	500	*92*	
001.750.223	Streets Professional Services	500	-	500	-	
001.750.226	Streets Insurance and Bonds	300	-	300	*250*	
001.750.230	Streets Contracted Services	216,000	-	216,000	*126,963*	
001.750.341	Streets Supplies and Materials	65,000	**10,000**	**75,000**	***41,294***	***Spring/Summer supplies cost for facility upkeep, building project***
001.750.343	Streets Gas Oil Tires	30,000	**10,000**	**40,000**	***21,169***	***Contingent Funding for unstable fuel costs thru June.***
001.750.345	Streets Uniforms	10,000	-	10,000	*1,642*	
001.750.353	Streets Software	7,000	-	7,000	*4,762*	
	Total	***1,446,550***	***55,000***	**1,501,550**	***1,027,936***	
751 - Street Lights						
001.751.213	Street Lights - Utilities	130,000	***7,500***	**137,500**	***98,026***	***Increased Electric Utility Cost Trend***
	Total	***130,000***	***7,500***	**137,500**	***98,026***	
900 - Parks & Recreation						
001.900.568	Parks & Recreation Pass through Hotel Tax	250,000	-	250,000	*174,404*	
001.900.568	Parks & Recreation Operational Contribution	344,033	-	344,033	*344,033*	
	Total	***594,033***	***-***	***594,033***	***518,437***	
901 - Convention & Visitors Bureau (CVB)						
001.901.568	CVB Pass through Hotel Tax	250,000	-	250,000	*174,404*	
	Total	***250,000***	***-***	**250,000**	***174,404***	
	Total Expenses	***11,304,620***	***1,597,500***	***12,902,120***	***6,419,678***	

LGSD BR (Ver. 2023)

REQUEST FOR REVISION TO APPROVED BUDGET

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

CONTROL NUMBER
Fiscal Year Ending: 2026
Fund: 1
Revision Number: 4
Pages: 2

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

City of Ranson
GOVERNMENT ENTITY

312 South Mildred Street
STREET OR PO BOX

Ranson | CITY
25438 | 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
301-02-05	Prior Year Taxes	125,000		25,000	100,000
304	Excise Tax on Utilities	300,000	75,000		375,000
305	Business and Occupation Tax	2,750,000	2,000,000		4,750,000
320	Fines, Fees & Court Costs	250,000		50,000	200,000
326	Building Permit Fees	750,000	75,000		825,000
330	IRP Fees (Interstate Registration Plan)	80,000		25,000	55,000
NET INCREASE/(DECREASE) Revenues (ALL PAGES)			1,597,500		

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	603,515	5,000		608,515
424	Contributions to Comms/Authorities	368,000	35,000		403,000
440	City Hall	1,307,000	17,300		1,324,300
444	Contributions / Transfers to Other Funds	1,200,160	1,087,740		2,287,900
699	Contingencies*	960,452	329,760		1,290,212
700	Police Department	3,096,950	60,200		3,157,150
750	Streets and Highways	1,446,550	55,000		1,501,550
751	Street Lights	130,000	7,500		137,500
	#N/A				
	#N/A				
NET INCREASE/(DECREASE) Expenditures			1,597,500		

APPROVED BY THE STATE AUDITOR

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

AUTHORIZED SIGNATURE OF ENTITY

5/5/2026
APPROVAL DATE

REVENUES (CONT)

City of Ranson

LGSD: BR City of Ranson

CONTROL NUMBER: 2026 (FY) 1 (FUND) 4 (REV #)

BUDGET REVISION REQUEST-SUPPLEMENT

ACCOUNT NUMBER	ACCOUNT CATEGORY	PREVIOUSLY APPROVED AMOUNT	INCREASE	DECREASE	REVISED AMOUNT
369	Contributions from other Funds - Must Provide Explanation below	500,000		500,000	
380	Interest Earned on Investments	25,000	45,000		70,000
399	Miscellaneous Revenues	1,500	2,500		4,000
	#N/A				
	#N/A				
	#N/A			

AGENDA ITEM VII.4

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: PRESENTATION

AGENDA SECTION: **COUNCIL BUSINESS**

SUBJECT: Resolution 2026-13 FY 2026 Capital Fund Budget Revision #2

The enclosed FY2026 Capital Budget revision addresses the increased General Fund contribution line (pending approval of the proposed 4th revision to the FY26 General Operating Fund Budget), as well as the approved Jefferson County GHSP grant reimbursement of $5,478 for the equipment purchase of six E-ticket Printers.

Additional revenue adjustments are recommended for various higher-tracking

revenue collections: City Service Fees; Table Game Monthly Distributions; and

Interest Earned on Bank Accounts.

As it relates to capital expenses, Ranson Police Department has identified approved FY2026 budgeted purchases with excess balances in the current budget cycle and has requested those funds be reallocated to support the three new cruisers' equipment outfitting costs. With the vehicle outfitting reallocation, PD staff also seeks funding support to upgrade the wireless network equipment configuration in the front-line cruiser fleet. This proposed upgrade will provide a stronger data/network connection for CAD dispatch equipment in RPD duty vehicles; the Sheriff's Office and Charles Town Police Department have begun the "Cradle Point" implementation as well.

By reallocating funds previously approved for FY2026 Public Safety Capital use, the net effect of the proposed expense adjustment is $0 with no additional funding requested.

In summary, the proposed Capital Fund revision #2 increases the revenues by

$1,768,500, yielding a total budget of $14,518,448 for FY2026. Of the total budget, $6,169,563 is obligated for current year expenditures; $8,348,885 remains as excess balance, accounted for in the Contingencies line item.

ATTACHMENTS:

FY 26 Capital Fund Revision#2 Resolution 2026-13.docx
FY2026 Capital Fund Budget Revision #2 5-5-2026.pdf

Resolution: 2026-13

At a regular session of the municipal council, held May 5, 2026, the following order was made and entered:

SUBJECT: The second revision of the FY2026 Capital Improvement Fund Budget of the City of Ranson.

The following resolution was offered:

RESOLVED: The City Council of the City of Ranson does hereby direct the amended Capital Improvement Budget for Fiscal Year 2026 be adopted as shown on the attached Capital Budget Document, a copy of which is entered as part of the record.

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

_____ Mayor Ken Suits	Yes	No	Absent
_____ Jaden Bound	Yes	No	Absent
_____ Andy Colandrea	Yes	No	Absent
_____ Stephanie Fagan	Yes	No	Absent
_____ Herbie McDaniel	Yes	No	Absent
_____ Wesley Wildrick	Yes	No	Absent
_____ Jaelyn Wratchford	Yes	No	Absent

WHEREUPON, Mayor Ken Suits 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.

_____
Ken Suits, Mayor

ATTEST:

_____
Darla Armstrong, City Clerk

AFFIX CITY SEAL:

CITY OF RANSON
CAPITAL FUND BUDGET
FY 2026

	FY2026 REVISED BUDGET 9-16-2025	*FY2026 BUDGET REV#2 5-5-2026*	*FY2026 PROPOSED BUDGET*	*Y-T-D APRIL 2026*	*Notes*
Carryover Balance	10,802,346	-	10,802,346	*10,802,346*	
201.348.100 Special Assessments - Sidewalk Funds	-	***3,000***	**3,000**	*3,015*	**Permit Fees assessed for sidewalk improvements**
201.350.100 City Service Fees	300,000	***125,000***	**425,000**	*401,000*	**Fee assessed for new construction permits**
201.365.100 Grants	-	***5,500***	**5,500**	*5,478*	***GHSP Equipment Grant - Eticket Printers**
201.369.100 Contributions from Other Funds	722,602	**1,500,000**	**2,222,602**	*800,107*	**FY2026 General Fund Excess Balance Transfers**
201.376.000 Table Games Income	190,000	***20,000***	**210,000**	*157,732*	**Monthly Table Games Revenue from State, 2026Q3 outstanding**
201.380.100 Interest Income	85,000	***115,000***	**200,000**	*150,087*	**Increased Interest rates rcvd on Capital Accounts through negotiations**
201.381.200 Demo Reimbursements	-	-	-	-	
201.397.100 Video Lottery Income	650,000	-	650,000	*509,868*	
201.399.100 Miscellaneous Income	-	-	-	*96*	
TOTAL REVENUES	***12,749,948***	***1,768,500***	***14,518,448***	***12,829,727***	
EXPENDITURES					
201 Misc Fees					
Bank Charges	250	-	250	*37*	
201.975.459 GENERAL GOVERNMENT CAPITAL EXPENSES					
Computer Replacement Program (201-975.459.001)	100,000	-	100,000	*15,091*	
Condemnation of Properties (201-975.459.002)	25,000	-	25,000	-	
Replacement Vehicle (201-975.459.003)	-	-	-	-	
Total - General Government	***125,250***	***-***	***125,250***	***15,128***	
201.976.459 PUBLIC SAFETY CAPITAL EXPENSES					
3 Patrol Vehicles (201-976.459.001)	168,000	***(21,692)***	**146,308**	*146,308*	**Vehicles purchased, requested balance rollover to equipment outfitting expense budget**
Equipment for Patrol Vehicles (201-976.459.002)	75,000	***21,692***	**96,692**	*42,307*	**Associated Outfitting for Vehicle Additions (Equipment and Install)**
Two In-Car Camera Systems (201-976.459.002)	37,500	-	37,500	-	
Three CAD units (201-976.459.002)	10,000	-	10,000	-	
E-Ticketing (201-976.459.003)	8,000	-	8,000	*5,478*	*GHSP Grant Reimbursement received
Radios (201-976.459.003)	15,000	***(15,000)***	**-**	-	**Requested balance rollover to fund Cradlepoint system transition**
Radars (201-976.459.003)	7,500	***(5,000)***	**2,500**	-	**Requested balance rollover to fund Cradlepoint system transition**
Tasers (201-976.459.003)	15,000	-	15,000	-	
CAD Upgrades x8 (201-976.459.004)	-	***20,000***	**20,000**	-	**Cradlepoint CAD system upgrades for 8 front-line vehicles (equipment purchase and install $2,500 per cruiser)**
Exterior Storage Building at PD (201-976.459.005	100,000	-	100,000	*29,079*	
New Police Department Building (201-976.459.005)	750,000	-	750,000	-	
Total - Public Safety	***1,186,000***	***-***	***1,186,000***	*223,172*	

CITY OF RANSON
CAPITAL FUND BUDGET
FY 2026

	FY2026 REVISED BUDGET 9-16-2025	FY2026 BUDGET REV#2 5-5-2026	FY2026 PROPOSED BUDGET	Y-T-D APRIL 2026	Notes
201.977.459 STREET & TRANSPORTATION CAPITAL EXPENSES					
Street Construction & Repairs					
5th Avenue Streetscape (201-977.459.016)	1,300,000	-	1,300,000	-	
Stormwater Engineering/Repairs					
SWM/Engineering & Construction	50,000	-	50,000	-	
Stormwater Management/Engineering (Mildred) - Design (201-977.459.012)	300,000	-	300,000	*81,447*	
SWM Mildred Construction Phase (201-977.459.012)	-	-	-	-	
Miscellaneous Other Capital Projects					
City Hall Roof (201-977.459.011)	20,000	-	20,000	-	
Trifecta Place (201-977.459.013)	500,000	-	500,000	-	
PW Capital Budget Items					
Street Preservation (Asphalt Overlay) (201-977.459.001)	300,000	-	300,000	-	
Alley Construction & Preservation (201-977.459.002)	50,000	-	50,000	*19,100*	
Sidewalk & Curb Replacement (201-977.459.003)	100,000	-	100,000	-	
Street Design/Engineering (201-977.459.004)	50,000	-	50,000	*96*	
Street Light Replacement (201-977.459.005)	75,000	-	75,000	*16,777*	
Vehicle Purch: Trucks (201-977.459.006)	138,000	-	138,000	*100,565*	
Large Dump Truck (201-977.459.008	39,676	-	39,676	*29,133*	
Equipment (201-977.459.009)	75,000	-	75,000	*7,835*	
Improvement to Public Works Yard (201-977.459.010)	405,637	-	405,637	*227,806*	
Total - Streets & Transportation	***3,403,313***	***-***	***3,403,313***	*482,760*	
201.979.459 PARKS & RECREATION CAPITAL EXPENSES					
Civic Center Improvements (201-979.459.001)	40,000	-	40,000	-	
Flowing Springs Park (201-979.459.008)	600,000	-	600,000	-	
Marcus Fields Improvements (201-979.459.002)	815,000	-	815,000	*71,990*	
Total - Parks & Recreation	***1,455,000***	***-***	***1,455,000***	*71,990*	
Contingencies	**6,580,385**	***1,768,500***	***8,348,885***	***-***	***Excess balance***
TOTAL EXPENSES	***6,169,563***	***-***	***6,169,563***	*793,049*	
REVENUES OVER EXPENSES	***6,580,385***	***1,768,500***	***8,348,885***	*12,036,678*	

AGENDA ITEM VII.5

City Council Regular Meeting Request for Action

TO:

FROM: Todd Wilt, Administrative

ITEM TYPE: COUNCIL BUSINESS

AGENDA SECTION: **COUNCIL BUSINESS**

SUBJECT: Resolution 2026-10-Opposing Federal Legislation that Would Increase Truck Size or Weight Limits on Interstate Highways and Urging Congress to Protect Local Roads, Bridges, and Public Safety.

Councilor Wildrick has requested Council consideration of a resolution opposing proposed federal legislation that would increase allowable truck size and weight limits on interstate highways. The request follows discussions with Mr. Adian Horgan of the Coalition Against Bigger Trucks regarding potential impacts to roadway safety and infrastructure. The proposed resolution is included for Council review and possible action.

ATTACHMENTS:

Resolution 2026-10 Big Truck.docx

Resolution 2026-10

A RESOLUTION OPPOSING FEDERAL LEGISLATION THAT WOULD INCREASE TRUCK SIZE OR WEIGHT LIMITS ON INTERSTATE HIGHWAYS AND URGING CONGRESS TO PROTECT LOCAL ROADS, BRIDGES, AND PUBLIC SAFETY

WHEREAS, Ranson is a growing community in Jefferson County served by both US 340 and State Route 9 and within close proximity to Interstate 81, and the commercial truck traffic those corridors carry moves through our town and alongside the neighborhoods, businesses, and daily life of this city; and

WHEREAS, proposals before Congress would raise the federal truck weight limit from 80,000-pounds to 91,000-pounds, or permit longer double trailer combinations on the interstate system, without requiring additional safety measures, without providing infrastructure funding, and without the input of the communities that would bear the results; and

WHEREAS, the U.S. Department of Transportation conducted a three-year study and reported to Congress in 2016 that 91,000 pound trucks had crash rates up to 47% higher than standard trucks in limited state testing, required longer stopping distances, were more prone to rollover, caused more severe crashes, and produced significantly greater damage to pavement and bridges. The Department recommended that Congress not approve any increase in truck size or weight limits; and

WHEREAS, West Virginia has 7,345 bridges and more than 73% of them are rated in fair or poor condition by the Federal Highway Administration, placing the state among the ten worst in the nation; and

WHEREAS, the City of Ranson stands with the West Virginia Chiefs of Police Association, the National League of Cities, the United States Conference of Mayors, the American Public Works Association, the National Association of Counties, and dozens of other national organizations dedicated to putting safety first; and

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Ranson, West Virginia:

1. The City of Ranson opposes any federal legislation that would increase truck weight or length limits on the Interstate Highway System or that would permit heavier or longer trucks to operate on West Virginia's roads and bridges.

2. The City Council calls on Congress to prioritize the safety of the traveling public and the long-term condition of the infrastructure that communities depend on.

3. The City Council calls on West Virginia's congressional delegation to oppose any bill, amendment, or pilot program that would allow heavier or longer trucks on the nation's highways.

4. A copy of this resolution shall be transmitted to West Virginia's U.S. Congressional delegation.

Signed and approved this 21st day of April 2026

_____
Kenneth Suits, Mayor

_____
Darla Armstrong, City Clerk

AGENDA ITEM VII.6

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: PRESENTATION

AGENDA SECTION: **COUNCIL BUSINESS**

SUBJECT: Consideration of Post-Annexation Implementation Items – Briar Run Estates, Phases 1,2,& 3

Following the annexation of Briar Run Estates, Phases 1, 2, and 3, staff has been working with the HOA to address the additional items outlined in the petition, including roadway ownership, long term maintenance responsibilities, street lighting, and related matters. These items were previously discussed with Council, and initial feedback was provided to staff regarding concerns with the proposed approach.

The HOA has since submitted the attached follow up response for Council's consideration, including additional explanation of their proposed $60,000 capital contribution and supporting rationale tied to tax impacts, roadway use, and prior maintenance.

One point staff would offer for Council's consideration as you review that response is the distinction between how the HOA has framed their analysis and how the City must evaluate this type of decision. Much of the HOA's response is centered around projected property tax revenues and the timing and cost of future roadway repaving. While that is one piece of the equation, municipal tax revenues are intended to support a much broader range of services and obligations, including police, public works, administration, and long term infrastructure maintenance across the entire City.

From a City perspective, this is not solely a question of when the roadway may need to be repaved, but rather the assumption of a long term public asset and the full scope of responsibilities that come with it. That includes ongoing maintenance, future capital needs, and incorporating those obligations into the City's overall service structure and budget.

As Council considers the proposed contribution, it may be helpful to evaluate whether the methodology used to arrive at that figure adequately reflects the full scope of the obligation being transferred to the City, rather than focusing on a single future cost point.

At this point, staff is seeking policy direction from Council on how to proceed with implementation of the petition related requests, including whether and under what terms the City would accept roadway ownership, assume maintenance responsibilities, and address associated infrastructure.

ATTACHMENTS:

Response to Ranson - April 24, 2026.pdf

In response to the discussion on generated in the Council meeting of April 7, 2026, we offer this reply.

First, let us explain, again, our $60,000 offer. When we presented the pros and cons of annexation to our owners, we looked at the change in property taxes. We used an average home market value of $300,000 and applied the "Outside Municipalities" and the Ranson rates to the assessed value, which is 60% of the market value. The difference was $450. Based on that figure, the 134 homes in Briar Run Estates would generate $60,300 per year, which we rounded to $60,000.

The discussion in the Council was focused on the cost of repavement of the roadways. A cost estimate of $420,000 was made by the City Manager. The engineers doing our capital reserve study projected that our roadways would need repavement in 2033. That is 7 years from now. At $60,000 per year, Ranson would receive $420,000 in 7 years, but our first payment of taxes would not be until July of 2027. We offered the $60,000 to make up for the deficit by the 2033 target.

The Council also wanted to know how much is in our capital reserve.

In 2020 we had our engineers update their capital reserve analysis. The 2020 replacement value of the roadways was $260,500 (based on $12/SY). According to the U. S. Bureau of Labor Statistics, the average accumulative inflation from 2020 to 2026 is 27.5%. The 2026 replacement value is now $332,138. When the 2026 value is projected to 2033 at an annual inflation rate of 3%, the projected cost would be $408,487. If the $420,000 estimate is correct, the projected cost would be $516,547.

We have approximately $260,000 in our capital reserve fund. Our non-roadway common property consists of: our mailbox shelter; two, illuminated, masonry entrance monuments; an extensive stormwater management system; and significant, mature trees and other landscape plantings at our entrances and along Flowing Springs Road.

The City of Ranson has been benefiting from the use of our private roadways for 20 years. Since 2006 when the Potomac Marketplace opened and Briar Run Estates became Ranson's gateway to traffic from north and east in Jefferson County. In 2022, we performed a traffic count on a Saturday and a Monday. We found the vehicle count was over 2,000 trips in a 12-hour period. Extrapolated to 24 hours that was 3,000 – 4,000 trips per day. Traffic engineering guidelines say that the volume within a residential area should only self-generate 400 trips per day. Since 2022, hundreds of new houses have been built and occupied in north and east Jefferson County. Hundreds more are planned. The number of businesses on both sides of Route 9 have also doubled since 2006, drawing more traffic.

What does traffic have to do with this discussion? Some of the vehicle trips pass through, but most have their destination at the businesses in Potomac Marketplace and across Route 9. On average, if 2,000 vehicle trips make just one average business transaction of $30, that would generate $60,000 per day in sales, from which Ranson would receive $600 in revenue. That is $216,000 per year; $4,320,000 in 20 years.

So, what might Ranson owe Briar Run Estates for the use of private roads? If Briar Run Estates could have imposed a user fee (a toll) on traffic flowing to and from these commercial areas in Ranson, of just

one cent ($0.01) per trip x 3,000 trips per day it would have yielded $30 per day; $11,000 per year; $220,000 over 20 years.

In addition, Briar Run Estates has maintained its roadways providing snow removal, pavement repairs, signage, traffic striping and speed humps, which have been very effective at keeping vehicle speeds down to safe levels. Over 20 years, we have spent $107,000 on snow removal and $16,000 on repairs, signage, speed humps and painting. Through roadways in Briar Run Estates are 56% of our total roadways. Of our total for snow removal, we spent $60,000 on through roadways. Nearly all, 93%, of our roadway maintenance, $15,000, was spent on through roadways. So, we have spent a total of $75,000 on through roadways.

Combining the value of user fees and roadway maintenance to the benefit of Ranson over the past 20 years, the total is $295,000.

We ask that you consider these facts as we come to agreement on the conditions of conveying the ownership of our roadways to the City of Ranson.

AGENDA ITEM IX.1

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: PRESENTATION

AGENDA SECTION: **INFORMATION ONLY**

SUBJECT: Table Drops April 21, 2026

- Ranson Festival & Car Show
- Spring into Summer

ATTACHMENTS: