



CITY OF CHARLESTON West Virginia



Council Member – 12th WARD

Joseph Jenkins
839 Gordon Drive
Charleston, West Virginia 25303
304-575-9202
joseph.jenkins@cityofcharleston.org

Finance Committee, Chair
Parking Committee, Chair
Parks and Recreation Committee

AGENDA
FINANCE COMMITTEE MEETING
Monday, March 21, 2022
6:00 PM

AV ROOM #308, CITY HALL, CHARLESTON, WV

AVAILABLE TO VIEW VIA LIVESTREAM AT <https://charlestonwv.civicclerk.com/web/home.aspx>

I. DISCUSSION:

- a. Approval of Previous Minutes 3-7-2022
- b. Presentation from BDO regarding ARPA grant processes and compliance monitoring

II. RESOLUTIONS:

- a. Resolution No. 616-22 - Authorizing the Finance Director to amend the 2019 and 2021 Community Development Block Grant budgets.
- b. Resolution No. 618-22 – Authorizing the purchase of 5,000 Recycling Carts for the Refuse and Recycling Department
- c. Resolution No. 619-22 – Authorizing the purchase of Pool Pumps, Equipment, and Chemicals for the Parks and Recreation Department
- d. Resolution No. 620-22 – Authorizing the approval of Change Order No. 1 for the City Hall 3rd Floor Office Renovations Project
- e. Resolution No. 621-22 – Authorizing approval of Amendment No. 7 of the FY 2021-2022 General Fund Budget
- f. Resolution No. 622-22 – Approving the Official Municipal Budget Document for the Fiscal Year 2022-2023 as proposed
- g. Resolution No. 623-22 - Authorizing the Mayor or City Manager to enter into a Memorandum of Understanding between the State of West Virginia, the City of Charleston and other West Virginia

municipalities and counties relating to the distribution of proceeds from any settlement of ongoing litigation regarding opioids.

III. THE AGENDA WAS AMENDED ON 3-17-2022 TO ADD 623-22

***Meetings may be recorded and broadcast via internet <https://charlestonwv.civicclerk.com>**



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Parking Committee, Chair
Parks and Recreation Committee
Public Safety Committee

AGENDA
FINANCE COMMITTEE MEETING
Monday, March 21, 2022
6:15 P.M.
COUNCIL CHAMBERS, CITY HALL
Charleston, WV

I. DISCUSSION:

- a. Approval of Previous Minutes 3-7-2022

II. RESOLUTIONS:

- a. Resolution No. 611-22 – Authorizing the approval of the American Rescue Plan Act budget for Community Allocations and authorizing the Mayor or City Manager sign all required sub-recipient agreements relating to the American Rescue Plan Act allocations.
- b. Resolution No. 616-22 - Authorizing the Finance Director to amend the 2019 and 2021 Community Development Block Grant budgets.

***Meetings may be recorded and broadcast via internet <https://charlestonwv.civicclerk.com>**

Resolution No. 616-22

Introduced in Council:

March 21, 2022

Introduced by:

Joseph Jenkins

Adopted by Council:

Referred to:

Finance

Resolution No. 616-22 - Authorizing the Finance Director to amend the 2019 and 2021 Community Development Block Grant budgets as indicated on the accounts listed below.

Be it Resolved by the Council of the City of Charleston, West Virginia:

That the Finance Director is hereby authorized and directed to amend the 2019 and 2021 Community Development Block Grant budgets as indicated on the accounts listed below:

<u>Account Number</u>	<u>Description</u>	<u>Amount</u>
009-021-00-059-0-999 (9,801.00)	NC Community Center – Interior/Exterior Security System	
009-021-00-199-0-999	Contingencies	9,801.00
009-020-00-011-0-999 (18,000.00)	Pro Kids, Inc.	
009-020-00-199-0-999	Contingencies	18,000.00

MOECD proposes to close out NC Community Center – Interior/Exterior Security System project and move remaining funds to Contingencies. In addition, Pro Kids, Inc. Afterschool Program is closed due to Covid and staffing changes. Project will be cancelled, and funds will be moved to Contingencies.

Resolution No. 618-22

Introduced in Council:

March 21, 2022

Adopted by Council:

Introduced by:

Joseph Jenkins

Referred to:

Finance

Resolution No. 618-22 - Authorizing the Mayor or City Manager to purchase 5,000 48-gallon recycling carts for Refuse and Recycling from Toter, LLC for the total amount of \$273,911.44 pursuant to a competitively sourced multi-state contract.

Be it Resolved by the Council of the City of Charleston, West Virginia:

That the Mayor or City Manager is authorized to purchase 5,000 48-gallon recycling carts for Refuse and Recycling from Toter, LLC for the total amount of \$273,911.44 pursuant to a competitively sourced multi-state contract.



841 Meacham Rd, Statesville, NC, 28677

PHONE: 800-424-0422 FAX: 833-930-1124

WQ-10224932

Sourcewell 

Awarded Contract

Contract # 041521-TOT

Sell To:

Contact Name	Brent Webster	Ship To Name	City of Charleston WV
Bill To Name	City of Charleston WV	Ship To	1100 Pennsylvania Avenue
Bill To	1100 Pennsylvania Avenue		Charleston, WV 25302
	Charleston, WV 25302		USA
	USA		
Email	brent.webster@cityofcharleston.org		
Phone	(304) 348-6850		

Quote Information

Salesperson	Shane Gore	Created Date	3/1/2022
Salesperson Email	sgore@wastequip.com	Expiration Date	3/30/2022
		Quote Number	WQ-10224932
			Please Reference Quote Number on all Purchase Orders

Product	Product Description	Selected Option	Quantity	Sales Price	Total Price
**Plastics - 79248	Model 79248 - Toter 48 Gallon EVR II Universal/Nestable Cart	---Body Color - (705) Blue ---Lid Color - (705) Blue ---Body Hot Stamp on Both Sides (New) in White ---Wheels - 10in Sunburst ---Customer Serial Number Hot Stamped on Front of Cart Body in White ---2/3 Assembled with Lid (down), Stop Bar and Axle Factory Installed ---Warranty - 12 Yrs Cart Body, All other components 10 Yrs	5,000.00	\$51.62	\$258,100.00

Payment Terms	Net 30 Days	Subtotal	\$258,100.00
Shipping Terms	FOB Origin	Shipping	\$15,811.44
		Tax	\$0.00
		Grand Total	\$273,911.44

Special Instructions

Special Instructions Charleston Sourcewell ID# 2150

Additional Information

Additional Terms Our Quote is a good faith estimate, based on our understanding of your needs. Subject to our acceptance, your Order is an offer to purchase our Products and services in accordance with the Wastequip Terms & Conditions of Sale ("WQ T&C") located at: <https://www.wastequip.com/terms-conditions-of-sale>, as of the date set forth in Section 1(b) of the WQ T&C, which are made a part of this Quote. These WQ T&Cs may be updated from time to time and are available by hard copy upon request.

Additional Pricing is based on your anticipated Order prior to the expiration of this Quote, including product specifications, quantities, and delivery location. Page | 6 of 6



841 Meacham Rd, Statesville, NC, 28677

PHONE: 800-424-0422 FAX: 833-930-1124

WQ-10224932

Sourcewell 

Awarded Contract

Contract # 041521-TOT

Information

and timing, accepted delivery within 45 days of Order acceptance by Toter. Any differences to your Order may result in different pricing, freight or other costs. Due to volatility in petrochemical, steel and related Product material markets, actual prices and freight, are subject to change. We reserve the right, by providing notice to you at any time before beginning Product manufacturing, to increase the price of the Product(s) to reflect any increase in the cost to us which is due to any factor beyond our control (such as, without limitation, any increase in the costs of labor, materials, or other costs of manufacture or supply). Unless otherwise stated, materials and container sizes indicated on sales literature, invoices, price lists, quotations and delivery tickets are nominal sizes and representations – actual volume, Products and materials are subject to manufacturing and commercial variation and Wastequip's practices, and may vary from nominal sizes and materials. All prices are in US dollars; this Quote may not include all applicable taxes, brokerage fees or duties. If customer is not tax exempt, final tax calculations are subject to change.

Special Contract Information

Sourcewell – Pricing and Products/Services offerings are based on the Sourcewell Co-Operative Contract with Toter, LLC (#041521, eff. 5/28/2021), and such Contract terms and conditions are incorporated herein by reference. Pricing and Products/Services changes may occur at any time with proper documentation, and subject to Sourcewell approval; therefore, offerings may change without written prior notice. Wastequip Product Limited Warranties, Disclaimers, Limitation of Liability and Remedies, and Limited Warranty Provisions apply to all purchases thereunder.

Signatures

Accepted By: _____

Company Name: _____

Date: _____

Purchase Order: _____

Please Reference Quote Number on all Purchase Orders

Toter #041521-TOT

Pricing for contract #041521-TOT offers Sourcewell participating agencies the following discounts.

- Toter residential does not have set list pricing, therefore we are offering a line-item ceiling pricing model that is comparable to other cooperative contracts
- Toter Pro – 30% off list price

**Solicitation Number: RFP #041521****CONTRACT**

This Contract is between Sourcewell, 202 12th Street Northeast, P.O. Box 219, Staples, MN 56479 (Sourcewell) and Toter, LLC, 841 Meacham Road, Statesville, NC 28677 (Vendor).

Sourcewell is a State of Minnesota local government agency and service cooperative created under the laws of the State of Minnesota (Minnesota Statutes Section 123A.21) that offers cooperative procurement solutions to government entities. Participation is open to federal, state/province, and municipal governmental entities, higher education, K-12 education, nonprofit, tribal government, and other public entities located in the United States and Canada. Sourcewell issued a public solicitation for Plastic Refuse and Recycling Containers with Related Technology Solutions from which Vendor was awarded a contract.

Vendor desires to contract with Sourcewell to provide equipment, products, or services to Sourcewell and the entities that access Sourcewell's cooperative purchasing contracts (Participating Entities).

1. TERM OF CONTRACT

- A. **EFFECTIVE DATE.** This Contract is effective upon the date of the final signature below.
- B. **EXPIRATION DATE AND EXTENSION.** This Contract expires May 28, 2025, unless it is cancelled sooner pursuant to Article 22. This Contract may be extended up to one additional one-year period upon request of Sourcewell and with written agreement by Vendor.
- C. **SURVIVAL OF TERMS.** Articles 11 through 14 survive the expiration or cancellation of this Contract.

2. EQUIPMENT, PRODUCTS, OR SERVICES

- A. **EQUIPMENT, PRODUCTS, OR SERVICES.** Vendor will provide the Equipment, Products, or Services as stated in its Proposal submitted under the Solicitation Number listed above. Vendor's Equipment, Products, or Services Proposal (Proposal) is attached and incorporated into this Contract.

All Equipment and Products provided under this Contract must be new/current model. Vendor may offer close-out or refurbished Equipment or Products if they are clearly indicated in Vendor's product and pricing list. Unless agreed to by the Participating Entities in advance, Equipment or Products must be delivered as operational to the Participating Entity's site.

This Contract offers an indefinite quantity of sales, and while substantial volume is anticipated, sales and sales volume are not guaranteed.

B. **WARRANTY.** Vendor warrants that all Equipment, Products, and Services furnished are free from liens and encumbrances, and are free from defects in design, materials, and workmanship. In addition, Vendor warrants the Equipment, Products, and Services are suitable for and will perform in accordance with the ordinary use for which they are intended. Vendor's dealers and distributors must agree to assist the Participating Entity in reaching a resolution in any dispute over warranty terms with the manufacturer. Any manufacturer's warranty that is effective past the expiration of the Vendor's warranty will be passed on to the Participating Entity.

C. **DEALERS, DISTRIBUTORS, AND/OR RESELLERS.** Upon Contract execution, Vendor will make available to Sourcewell a means to validate or authenticate Vendor's affiliates, authorized dealers, distributors, and/or resellers relative to the Equipment, Products, and Services related to this Contract. This list may be updated from time-to-time and is incorporated into this Contract by reference. It is the Vendor's responsibility to ensure Sourcewell receives the most current version of this list.

3. PRICING

All Equipment, Products, or Services under this Contract will be priced as stated in Vendor's Proposal.

When providing pricing quotes to Participating Entities, all pricing quoted must reflect a Participating Entity's total cost of acquisition. This means that the quoted cost is for delivered Equipment, Products, and Services that are operational for their intended purpose, and includes all costs to the Participating Entity's requested delivery location.

Regardless of the payment method chosen by the Participating Entity, the total cost associated with any purchase option of the Equipment, Products, or Services must always be disclosed in the pricing quote to the applicable Participating Entity at the time of purchase.

A. **SHIPPING AND SHIPPING COSTS.** All delivered Equipment and Products must be properly packaged. Damaged Equipment and Products may be rejected. If the damage is not readily apparent at the time of delivery, Vendor must permit the Equipment and Products to be returned within a reasonable time at no cost to Sourcewell or its Participating Entities. Participating Entities reserve the right to inspect the Equipment and Products at a reasonable

time after delivery where circumstances or conditions prevent effective inspection of the Equipment and Products at the time of delivery.

Vendor must arrange for and pay for the return shipment on Equipment and Products that arrive in a defective or inoperable condition.

Sourcwell may declare the Vendor in breach of this Contract if the Vendor intentionally delivers substandard or inferior Equipment or Products. In the event of the delivery of nonconforming Equipment and Products, the Participating Entity will notify the Vendor as soon as possible and the Vendor will replace nonconforming Equipment and Products with conforming Equipment and Products that are acceptable to the Participating Entity.

B. SALES TAX. Each Participating Entity is responsible for supplying the Vendor with valid tax-exemption certification(s). When ordering, a Participating Entity must indicate if it is a tax-exempt entity.

C. HOT LIST PRICING. At any time during this Contract, Vendor may offer a specific selection of Equipment, Products, or Services at discounts greater than those listed in the Contract. When Vendor determines it will offer Hot List Pricing, it must be submitted electronically to Sourcwell in a line-item format. Equipment, Products, or Services may be added or removed from the Hot List at any time through a Sourcwell Price and Product Change Form as defined in Article 4 below.

Hot List program and pricing may also be used to discount and liquidate close-out and discontinued Equipment and Products as long as those close-out and discontinued items are clearly identified as such. Current ordering process and administrative fees apply. Hot List Pricing must be published and made available to all Participating Entities.

4. PRODUCT AND PRICING CHANGE REQUESTS

Vendor may request Equipment, Product, or Service changes, additions, or deletions at any time. All requests must be made in writing by submitting a signed Sourcwell Price and Product Change Request Form to the assigned Sourcwell Contract Administrator. This form is available from the assigned Sourcwell Contract Administrator. At a minimum, the request must:

- Identify the applicable Sourcwell contract number;
- Clearly specify the requested change;
- Provide sufficient detail to justify the requested change;
- Individually list all Equipment, Products, or Services affected by the requested change, along with the requested change (e.g., addition, deletion, price change); and
- Include a complete restatement of pricing documentation in Microsoft Excel with the effective date of the modified pricing, or product addition or deletion. The new pricing

restatement must include all Equipment, Products, and Services offered, even for those items where pricing remains unchanged.

A fully executed Sourcewell Price and Product Request Form will become an amendment to this Contract and be incorporated by reference.

5. PARTICIPATION, CONTRACT ACCESS, AND PARTICIPATING ENTITY REQUIREMENTS

A. PARTICIPATION. Sourcewell's cooperative contracts are available and open to public and nonprofit entities across the United States and Canada; such as federal, state/province, municipal, K-12 and higher education, tribal government, and other public entities.

The benefits of this Contract should be available to all Participating Entities that can legally access the Equipment, Products, or Services under this Contract. A Participating Entity's authority to access this Contract is determined through its cooperative purchasing, interlocal, or joint powers laws. Any entity accessing benefits of this Contract will be considered a Service Member of Sourcewell during such time of access. Vendor understands that a Participating Entity's use of this Contract is at the Participating Entity's sole convenience and Participating Entities reserve the right to obtain like Equipment, Products, or Services from any other source.

Vendor is responsible for familiarizing its sales and service forces with Sourcewell contract use eligibility requirements and documentation and will encourage potential participating entities to join Sourcewell. Sourcewell reserves the right to add and remove Participating Entities to its roster during the term of this Contract.

B. PUBLIC FACILITIES. Vendor's employees may be required to perform work at government-owned facilities, including schools. Vendor's employees and agents must conduct themselves in a professional manner while on the premises, and in accordance with Participating Entity policies and procedures, and all applicable laws.

6. PARTICIPATING ENTITY USE AND PURCHASING

A. ORDERS AND PAYMENT. To access the contracted Equipment, Products, or Services under this Contract, a Participating Entity must clearly indicate to Vendor that it intends to access this Contract; however, order flow and procedure will be developed jointly between Sourcewell and Vendor. Typically, a Participating Entity will issue an order directly to Vendor. If a Participating Entity issues a purchase order, it may use its own forms, but the purchase order should clearly note the applicable Sourcewell contract number. All Participating Entity orders under this Contract must be issued prior to expiration of this Contract; however, Vendor performance, Participating Entity payment, and any applicable warranty periods or other Vendor or Participating Entity obligations may extend beyond the term of this Contract.

Vendor's acceptable forms of payment are included in Attachment A. Participating Entities will be solely responsible for payment and Sourcewell will have no liability for any unpaid invoice of any Participating Entity.

B. **ADDITIONAL TERMS AND CONDITIONS/PARTICIPATING ADDENDUM.** Additional terms and conditions to a purchase order, or other required transaction documentation, may be negotiated between a Participating Entity and Vendor, such as job or industry-specific requirements, legal requirements (e.g., affirmative action or immigration status requirements), or specific local policy requirements. Some Participating Entities may require the use of a Participating Addendum; the terms of which will be worked out directly between the Participating Entity and the Vendor. Any negotiated additional terms and conditions must never be less favorable to the Participating Entity than what is contained in this Contract.

C. **SPECIALIZED SERVICE REQUIREMENTS.** In the event that the Participating Entity requires service or specialized performance requirements (such as e-commerce specifications, specialized delivery requirements, or other specifications and requirements) not addressed in this Contract, the Participating Entity and the Vendor may enter into a separate, standalone agreement, apart from this Contract. Sourcewell, including its agents and employees, will not be made a party to a claim for breach of such agreement.

D. **TERMINATION OF ORDERS.** Participating Entities may terminate an order, in whole or in part, immediately upon notice to Vendor in the event of any of the following events:

1. The Participating Entity fails to receive funding or appropriation from its governing body at levels sufficient to pay for the goods to be purchased;
2. Federal, state, or provincial laws or regulations prohibit the purchase or change the Participating Entity's requirements; or
3. Vendor commits any material breach of this Contract or the additional terms agreed to between the Vendor and a Participating Entity.

E. **GOVERNING LAW AND VENUE.** The governing law and venue for any action related to a Participating Entity's order will be determined by the Participating Entity making the purchase.

7. CUSTOMER SERVICE

A. **PRIMARY ACCOUNT REPRESENTATIVE.** Vendor will assign an Account Representative to Sourcewell for this Contract and must provide prompt notice to Sourcewell if that person is changed. The Account Representative will be responsible for:

- Maintenance and management of this Contract;
- Timely response to all Sourcewell and Participating Entity inquiries; and
- Business reviews to Sourcewell and Participating Entities, if applicable.

B. BUSINESS REVIEWS. Vendor must perform a minimum of one business review with Sourcewell per contract year. The business review will cover sales to Participating Entities, pricing and contract terms, administrative fees, supply issues, customer issues, and any other necessary information.

8. REPORT ON CONTRACT SALES ACTIVITY AND ADMINISTRATIVE FEE PAYMENT

A. CONTRACT SALES ACTIVITY REPORT. Each calendar quarter, Vendor must provide a contract sales activity report (Report) to the Sourcewell Contract Administrator assigned to this Contract. A Report must be provided regardless of the number or amount of sales during that quarter (i.e., if there are no sales, Vendor must submit a report indicating no sales were made).

The Report must contain the following fields:

- Customer Name (e.g., City of Staples Highway Department);
- Customer Physical Street Address;
- Customer City;
- Customer State/Province;
- Customer Zip Code;
- Customer Contact Name;
- Customer Contact Email Address;
- Customer Contact Telephone Number;
- Sourcewell Assigned Entity/Participating Entity Number;
- Item Purchased Description;
- Item Purchased Price;
- Sourcewell Administrative Fee Applied; and
- Date Purchase was invoiced/sale was recognized as revenue by Vendor.

B. ADMINISTRATIVE FEE. In consideration for the support and services provided by Sourcewell, the Vendor will pay an administrative fee to Sourcewell on all Equipment, Products, and Services provided to Participating Entities. The Administrative Fee must be included in, and not added to, the pricing. Vendor may not charge Participating Entities more than the contracted price to offset the Administrative Fee.

The Vendor will submit payment to Sourcewell for the percentage of administrative fee stated in the Proposal multiplied by the total sales of all Equipment, Products, and Services purchased by Participating Entities under this Contract during each calendar quarter. Payments should note the Vendor's name and Sourcewell-assigned contract number in the memo; and must be mailed to the address above "Attn: Accounts Receivable" or remitted electronically to Sourcewell's banking institution per Sourcewell's Finance department instructions. Payments must be received no later than 45 calendar days after the end of each calendar quarter.

Vendor agrees to cooperate with Sourcewell in auditing transactions under this Contract to ensure that the administrative fee is paid on all items purchased under this Contract.

In the event the Vendor is delinquent in any undisputed administrative fees, Sourcewell reserves the right to cancel this Contract and reject any proposal submitted by the Vendor in any subsequent solicitation. In the event this Contract is cancelled by either party prior to the Contract's expiration date, the administrative fee payment will be due no more than 30 days from the cancellation date.

9. AUTHORIZED REPRESENTATIVE

Sourcewell's Authorized Representative is its Chief Procurement Officer.

Vendor's Authorized Representative is the person named in the Vendor's Proposal. If Vendor's Authorized Representative changes at any time during this Contract, Vendor must promptly notify Sourcewell in writing.

10. AUDIT, ASSIGNMENT, AMENDMENTS, WAIVER, AND CONTRACT COMPLETE

A. **AUDIT.** Pursuant to Minnesota Statutes Section 16C.05, subdivision 5, the books, records, documents, and accounting procedures and practices relevant this Agreement are subject to examination by Sourcewell or the Minnesota State Auditor for a minimum of six years from the end of this Contract. This clause extends to Participating Entities as it relates to business conducted by that Participating Entity under this Contract.

B. **ASSIGNMENT.** Neither the Vendor nor Sourcewell may assign or transfer any rights or obligations under this Contract without the prior consent of the parties and a fully executed assignment agreement. Such consent will not be unreasonably withheld.

C. **AMENDMENTS.** Any amendment to this Contract must be in writing and will not be effective until it has been fully executed by the parties.

D. **WAIVER.** If either party fails to enforce any provision of this Contract, that failure does not waive the provision or the right to enforce it.

E. **CONTRACT COMPLETE.** This Contract contains all negotiations and agreements between Sourcewell and Vendor. No other understanding regarding this Contract, whether written or oral, may be used to bind either party. For any conflict between the attached Proposal and the terms set out in Articles 1-22, the terms of Articles 1-22 will govern.

F. **RELATIONSHIP OF THE PARTIES.** The relationship of the parties is one of independent contractors, each free to exercise judgment and discretion with regard to the conduct of their

respective businesses. This Contract does not create a partnership, joint venture, or any other relationship such as master-servant, or principal-agent.

11. LIABILITY

Vendor must indemnify, save, and hold Sourcewell and its Participating Entities, including their agents and employees, harmless from any claims or causes of action, including attorneys' fees, arising out of the performance of this Contract by the Vendor or its agents or employees; this indemnification includes injury or death to person(s) or property alleged to have been caused by some defect in the Equipment, Products, or Services under this Contract to the extent the Equipment, Product, or Service has been used according to its specifications. In no event will Vendor be liable for any loss of use, revenue, or profit, or for any consequential, incidental, indirect, or exemplary damages, whether arising out of breach of contract, tort (including negligence), or otherwise, regardless of whether such damage was foreseeable and whether or not the indemnitee was advised of the possibility of such damages.

12. GOVERNMENT DATA PRACTICES

Vendor and Sourcewell must comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as it applies to all data provided by or provided to Sourcewell under this Contract and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Vendor under this Contract.

If the Vendor receives a request to release the data referred to in this article, the Vendor must immediately notify Sourcewell and Sourcewell will assist with how the Vendor should respond to the request.

13. INTELLECTUAL PROPERTY, PUBLICITY, MARKETING, AND ENDORSEMENT

A. INTELLECTUAL PROPERTY

1. *Grant of License.* During the term of this Contract:
 - a. Sourcewell grants to Vendor a royalty-free, worldwide, non-exclusive right and license to use the Trademark(s) provided to Vendor by Sourcewell in advertising and promotional materials for the purpose of marketing Sourcewell's relationship with Vendor.
 - b. Vendor grants to Sourcewell a royalty-free, worldwide, non-exclusive right and license to use Vendor's Trademarks in advertising and promotional materials for the purpose of marketing Vendor's relationship with Sourcewell.
2. *Limited Right of Sublicense.* The right and license granted herein includes a limited right of each party to grant sublicenses to its and their respective distributors, marketing representatives, and agents (collectively "Permitted Sublicensees") in advertising and promotional materials for the purpose of marketing the Parties' relationship to Participating Entities. Any sublicense granted will be subject to the terms and conditions of this Article.

Each party will be responsible for any breach of this Article by any of their respective sublicensees.

3. *Use; Quality Control.*

- a. Sourcewell must not alter Vendor's Trademarks from the form provided by Vendor and must comply with Vendor's removal requests as to specific uses of its trademarks or logos.
- b. Vendor must not alter Sourcewell's Trademarks from the form provided by Sourcewell and must comply with Sourcewell's removal requests as to specific uses of its trademarks or logos.
- c. Each party agrees to use, and to cause its Permitted Sublicensees to use, the other party's Trademarks only in good faith and in a dignified manner consistent with such party's use of the Trademarks. Upon written notice to the breaching party, the breaching party has 30 days of the date of the written notice to cure the breach or the license will be terminated.

4. As applicable, Vendor agrees to indemnify and hold harmless Sourcewell and its Participating Entities against any and all suits, claims, judgments, and costs instituted or recovered against Sourcewell or Participating Entities by any person on account of the use of any Equipment or Products by Sourcewell or its Participating Entities supplied by Vendor in violation of applicable patent or copyright laws.

5. **Termination.** Upon the termination of this Contract for any reason, each party, including Permitted Sublicensees, will have 30 days to remove all Trademarks from signage, websites, and the like bearing the other party's name or logo (excepting Sourcewell's pre-printed catalog of vendors which may be used until the next printing). Vendor must return all marketing and promotional materials, including signage, provided by Sourcewell, or dispose of it according to Sourcewell's written directions.

B. **PUBLICITY.** Any publicity regarding the subject matter of this Contract must not be released without prior written approval from the Authorized Representatives. Publicity includes notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the Vendor individually or jointly with others, or any subcontractors, with respect to the program, publications, or services provided resulting from this Contract.

C. **MARKETING.** Any direct advertising, marketing, or offers with Participating Entities must be approved by Sourcewell. Materials should be sent to the Sourcewell Contract Administrator assigned to this Contract.

D. **ENDORSEMENT.** The Vendor must not claim that Sourcewell endorses its Equipment, Products, or Services.

14. GOVERNING LAW, JURISDICTION, AND VENUE

Minnesota law governs this Contract. Venue for all legal proceedings out of this Contract, or its breach, must be in the appropriate state court in Todd County or federal court in Fergus Falls, Minnesota.

15. FORCE MAJEURE

Neither party to this Contract will be held responsible for delay or default caused by acts of God or other conditions that are beyond that party's reasonable control. A party defaulting under this provision must provide the other party prompt written notice of the default.

16. SEVERABILITY

If any provision of this Contract is found to be illegal, unenforceable, or void then both Sourcewell and Vendor will be relieved of all obligations arising under such provisions. If the remainder of this Contract is capable of performance, it will not be affected by such declaration or finding and must be fully performed.

17. PERFORMANCE, DEFAULT, AND REMEDIES

A. **PERFORMANCE.** During the term of this Contract, the parties will monitor performance and address unresolved contract issues as follows:

1. *Notification.* The parties must promptly notify each other of any known dispute and work in good faith to resolve such dispute within a reasonable period of time. If necessary, Sourcewell and the Vendor will jointly develop a short briefing document that describes the issue(s), relevant impact, and positions of both parties.
2. *Escalation.* If parties are unable to resolve the issue in a timely manner, as specified above, either Sourcewell or Vendor may escalate the resolution of the issue to a higher level of management. The Vendor will have 30 calendar days to cure an outstanding issue.
3. *Performance while Dispute is Pending.* Notwithstanding the existence of a dispute, the Vendor must continue without delay to carry out all of its responsibilities under the Contract that are not affected by the dispute. If the Vendor fails to continue without delay to perform its responsibilities under the Contract, in the accomplishment of all undisputed work, any additional costs incurred by Sourcewell and/or its Participating Entities as a result of such failure to proceed will be borne by the Vendor.

B. **DEFAULT AND REMEDIES.** Either of the following constitutes cause to declare this Contract, or any Participating Entity order under this Contract, in default:

1. Nonperformance of contractual requirements, or
2. A material breach of any term or condition of this Contract.

Written notice of default and a reasonable opportunity to cure must be issued by the party claiming default. Time allowed for cure will not diminish or eliminate any liability for liquidated or other damages. If the default remains after the opportunity for cure, the non-defaulting party may:

- Exercise any remedy provided by law or equity, or
- Terminate the Contract or any portion thereof, including any orders issued against the Contract.

18. INSURANCE

A. **REQUIREMENTS.** At its own expense, Vendor must maintain insurance policy(ies) in effect at all times during the performance of this Contract with insurance company(ies) licensed or authorized to do business in the State of Minnesota having an "AM BEST" rating of A- or better, with coverage and limits of insurance not less than the following:

1. *Workers' Compensation and Employer's Liability.*

Workers' Compensation: As required by any applicable law or regulation.

Employer's Liability Insurance: must be provided in amounts not less than listed below:

Minimum limits:

\$500,000 each accident for bodily injury by accident

\$500,000 policy limit for bodily injury by disease

\$500,000 each employee for bodily injury by disease

2. *Commercial General Liability Insurance.* Vendor will maintain insurance covering its operations, with coverage on an occurrence basis, and must be subject to terms no less broad than the Insurance Services Office ("ISO") Commercial General Liability Form CG0001 (2001 or newer edition), or equivalent. At a minimum, coverage must include liability arising from premises, operations, bodily injury and property damage, independent contractors, products-completed operations including construction defect, contractual liability, blanket contractual liability, and personal injury and advertising injury. All required limits, terms and conditions of coverage must be maintained during the term of this Contract.

Minimum Limits:

\$1,000,000 each occurrence Bodily Injury and Property Damage

\$1,000,000 Personal and Advertising Injury

\$2,000,000 aggregate for Products-Completed operations

\$2,000,000 general aggregate

3. *Commercial Automobile Liability Insurance.* During the term of this Contract, Vendor will maintain insurance covering all owned, hired, and non-owned automobiles in limits of liability not less than indicated below. The coverage must be subject to terms no less

broad than ISO Business Auto Coverage Form CA 0001 (2010 edition or newer), or equivalent.

Minimum Limits:

\$1,000,000 each accident, combined single limit

4. *Umbrella Insurance*. During the term of this Contract, Vendor will maintain umbrella coverage over Workers' Compensation, Commercial General Liability, and Commercial Automobile.

Minimum Limits:

\$2,000,000

5. *Network Security and Privacy Liability Insurance*. During the term of this Contract, Vendor will maintain coverage for network security and privacy liability. The coverage may be endorsed on another form of liability coverage or written on a standalone policy. The insurance must cover claims which may arise from failure of Vendor's security resulting in, but not limited to, computer attacks, unauthorized access, disclosure of not public data – including but not limited to, confidential or private information, transmission of a computer virus, or denial of service.

Minimum limits:

\$2,000,000 per occurrence

\$2,000,000 annual aggregate

Failure of Vendor to maintain the required insurance will constitute a material breach entitling Sourcewell to immediately terminate this Contract for default.

B. CERTIFICATES OF INSURANCE. Prior to commencing under this Contract, Vendor must furnish to Sourcewell a certificate of insurance, as evidence of the insurance required under this Contract. Prior to expiration of the policy(ies), renewal certificates must be mailed to Sourcewell, 202 12th Street Northeast, P.O. Box 219, Staples, MN 56479 or sent to the Sourcewell Contract Administrator assigned to this Contract. The certificates must be signed by a person authorized by the insurer(s) to bind coverage on their behalf.

Failure to request certificates of insurance by Sourcewell, or failure of Vendor to provide certificates of insurance, in no way limits or relieves Vendor of its duties and responsibilities in this Contract.

C. ADDITIONAL INSURED ENDORSEMENT AND PRIMARY AND NON-CONTRIBUTORY INSURANCE CLAUSE. Vendor agrees to list Sourcewell and its Participating Entities, including their officers, agents, and employees, as an additional insured under the Vendor's commercial general liability insurance policy with respect to liability arising out of activities, "operations," or "work" performed by or on behalf of Vendor, and products and completed operations of Vendor. The policy provision(s) or endorsement(s) must further provide that coverage is

primary and not excess over or contributory with any other valid, applicable, and collectible insurance or self-insurance in force for the additional insureds.

D. **WAIVER OF SUBROGATION.** Vendor waives and must require (by endorsement or otherwise) all its insurers to waive subrogation rights against Sourcewell and other additional insureds for losses paid under the insurance policies required by this Contract or other insurance applicable to the Vendor or its subcontractors. The waiver must apply to all deductibles and/or self-insured retentions applicable to the required or any other insurance maintained by the Vendor or its subcontractors. Where permitted by law, Vendor must require similar written express waivers of subrogation and insurance clauses from each of its subcontractors.

E. **UMBRELLA/EXCESS LIABILITY/SELF-INSURED RETENTION.** The limits required by this Contract can be met by either providing a primary policy or in combination with umbrella/excess liability policy(ies), or self-insured retention.

19. COMPLIANCE

A. **LAWS AND REGULATIONS.** All Equipment, Products, or Services provided under this Contract must comply fully with applicable federal laws and regulations, and with the laws in the states and provinces in which the Equipment, Products, or Services are sold.

B. **LICENSES.** Vendor must maintain a valid and current status on all required federal, state/provincial, and local licenses, bonds, and permits required for the operation of the business that the Vendor conducts with Sourcewell and Participating Entities.

20. BANKRUPTCY, DEBARMENT, OR SUSPENSION CERTIFICATION

Vendor certifies and warrants that it is not in bankruptcy or that it has previously disclosed in writing certain information to Sourcewell related to bankruptcy actions. If at any time during this Contract Vendor declares bankruptcy, Vendor must immediately notify Sourcewell in writing.

Vendor certifies and warrants that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from programs operated by the State of Minnesota; the United States federal government or the Canadian government, as applicable; or any Participating Entity. Vendor certifies and warrants that neither it nor its principals have been convicted of a criminal offense related to the subject matter of this Contract. Vendor further warrants that it will provide immediate written notice to Sourcewell if this certification changes at any time.

21. PROVISIONS FOR NON-UNITED STATES FEDERAL ENTITY PROCUREMENTS UNDER UNITED STATES FEDERAL AWARDS OR OTHER AWARDS

Participating Entities that use United States federal grant or FEMA funds to purchase goods or services from this Contract may be subject to additional requirements including the procurement standards of the Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards, 2 C.F.R. § 200. Participating Entities may also require additional requirements based on specific funding specifications. Within this Article, all references to “federal” should be interpreted to mean the United States federal government. The following list only applies when a Participating Entity accesses Vendor’s Equipment, Products, or Services with United States federal funds.

A. **EQUAL EMPLOYMENT OPPORTUNITY.** Except as otherwise provided under 41 C.F.R. § 60, all contracts that meet the definition of “federally assisted construction contract” in 41 C.F.R. § 60-1.3 must include the equal opportunity clause provided under 41 C.F.R. §60-1.4(b), in accordance with Executive Order 11246, “Equal Employment Opportunity” (30 FR 12319, 12935, 3 C.F.R. §, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, “Amending Executive Order 11246 Relating to Equal Employment Opportunity,” and implementing regulations at 41 C.F.R. § 60, “Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor.” The equal opportunity clause is incorporated herein by reference.

B. **DAVIS-BACON ACT, AS AMENDED (40 U.S.C. § 3141-3148).** When required by federal program legislation, all prime construction contracts in excess of \$2,000 awarded by non-federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. § 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 C.F.R. § 5, “Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction”). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-federal entity must report all suspected or reported violations to the federal awarding agency. The contracts must also include a provision for compliance with the Copeland “Anti-Kickback” Act (40 U.S.C. § 3145), as supplemented by Department of Labor regulations (29 C.F.R. § 3, “Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States”). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-federal entity must report all suspected or reported violations to the federal awarding agency. Vendor must be in compliance with all applicable Davis-Bacon Act provisions.

C. CONTRACT WORK HOURS AND SAFETY STANDARDS ACT (40 U.S.C. § 3701-3708). Where applicable, all contracts awarded by the non-federal entity in excess of \$100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. §§ 3702 and 3704, as supplemented by Department of Labor regulations (29 C.F.R. § 5). Under 40 U.S.C. § 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. § 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence. This provision is hereby incorporated by reference into this Contract. Vendor certifies that during the term of an award for all contracts by Sourcewell resulting from this procurement process, Vendor must comply with applicable requirements as referenced above.

D. RIGHTS TO INVENTIONS MADE UNDER A CONTRACT OR AGREEMENT. If the federal award meets the definition of “funding agreement” under 37 C.F.R. § 401.2(a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that “funding agreement,” the recipient or subrecipient must comply with the requirements of 37 C.F.R. § 401, “Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements,” and any implementing regulations issued by the awarding agency. Vendor certifies that during the term of an award for all contracts by Sourcewell resulting from this procurement process, Vendor must comply with applicable requirements as referenced above.

E. CLEAN AIR ACT (42 U.S.C. § 7401-7671Q.) AND THE FEDERAL WATER POLLUTION CONTROL ACT (33 U.S.C. § 1251-1387). Contracts and subgrants of amounts in excess of \$150,000 require the non-federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. § 7401- 7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. § 1251- 1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA). Vendor certifies that during the term of this Contract will comply with applicable requirements as referenced above.

F. DEBARMENT AND SUSPENSION (EXECUTIVE ORDERS 12549 AND 12689). A contract award (see 2 C.F.R. § 180.220) must not be made to parties listed on the government wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 C.F.R. § 180 that implement Executive Orders 12549 (3 C.F.R. § 1986 Comp., p. 189) and 12689 (3 C.F.R. § 1989 Comp., p. 235), “Debarment and Suspension.” SAM Exclusions contains the names

of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549. Vendor certifies that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation by any federal department or agency.

G. BYRD ANTI-LOBBYING AMENDMENT, AS AMENDED (31 U.S.C. § 1352). Vendors must file any required certifications. Vendors must not have used federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any federal contract, grant, or any other award covered by 31 U.S.C. § 1352. Vendors must disclose any lobbying with non-federal funds that takes place in connection with obtaining any federal award. Such disclosures are forwarded from tier to tier up to the non-federal award. Vendors must file all certifications and disclosures required by, and otherwise comply with, the Byrd Anti-Lobbying Amendment (31 U.S.C. § 1352).

H. RECORD RETENTION REQUIREMENTS. To the extent applicable, Vendor must comply with the record retention requirements detailed in 2 C.F.R. § 200.333. The Vendor further certifies that it will retain all records as required by 2 C.F.R. § 200.333 for a period of 3 years after grantees or subgrantees submit final expenditure reports or quarterly or annual financial reports, as applicable, and all other pending matters are closed.

I. ENERGY POLICY AND CONSERVATION ACT COMPLIANCE. To the extent applicable, Vendor must comply with the mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act.

J. BUY AMERICAN PROVISIONS COMPLIANCE. To the extent applicable, Vendor must comply with all applicable provisions of the Buy American Act. Purchases made in accordance with the Buy American Act must follow the applicable procurement rules calling for free and open competition.

K. ACCESS TO RECORDS (2 C.F.R. § 200.336). Vendor agrees that duly authorized representatives of a federal agency must have access to any books, documents, papers and records of Vendor that are directly pertinent to Vendor's discharge of its obligations under this Contract for the purpose of making audits, examinations, excerpts, and transcriptions. The right also includes timely and reasonable access to Vendor's personnel for the purpose of interview and discussion relating to such documents.

L. PROCUREMENT OF RECOVERED MATERIALS (2 C.F.R. § 200.322). A non-federal entity that is a state agency or agency of a political subdivision of a state and its contractors must comply with Section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation

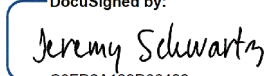
and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 C.F.R. § 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

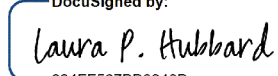
22. CANCELLATION

Sourcewell or Vendor may cancel this Contract at any time, with or without cause, upon 60 days' written notice to the other party. However, Sourcewell may cancel this Contract immediately upon discovery of a material defect in any certification made in Vendor's Proposal. Cancellation of this Contract does not relieve either party of financial, product, or service obligations incurred or accrued prior to cancellation.

Sourcewell

Toter, LLC

DocuSigned by:

By: C0FD2A139D06489...
Jeremy Schwartz
Title: Chief Procurement Officer
Date: 5/24/2021 | 7:43 PM CDT

DocuSigned by:

By: 834FF567BB0940B...
Laura P. Hubbard
Title: Director of Municipal Sales
Date: 5/25/2021 | 10:46 AM CDT

Approved:

DocuSigned by:

By: 7E42B8F817A64CC...
Chad Coauette
Title: Executive Director/CEO
Date: 5/25/2021 | 10:47 AM CDT

RFP 041521 - Plastic Refuse and Recycling Containers with Related Technology Solutions

Vendor Details

Company Name: Toter, LLC
Address: 841 Meacham Road
Statesville, North Carolina 28677
Contact: Kellie Clark
Email: toterbids@toter.com
Phone: 800-424-0422 09584
Fax: 833-930-1124
HST#: 56-1362422

Submission Details

Created On: Thursday February 25, 2021 07:42:29
Submitted On: Thursday April 15, 2021 13:38:28
Submitted By: Kellie Clark
Email: toterbids@toter.com
Transaction #: e18be8d7-0c74-4464-b735-48eb35840831
Submitter's IP Address: 173.92.230.77

Specifications

Table 1: Proposer Identity & Authorized Representatives

General Instructions (applies to all Tables) Sourcewell prefers a brief but thorough response to each question. Do not merely attach additional documents to your response without also providing a substantive response. Do not leave answers blank; respond "N/A" if the question does not apply to you (preferably with an explanation).

Line Item	Question	Response *
1	Proposer Legal Name (and applicable d/b/a, if any):	Toter, LLC
2	Proposer Address:	841 Meacham Road, Statesville, North Carolina 28677
3	Proposer website address:	www.toter.com
4	Proposer's Authorized Representative (name, title, address, email address & phone) (The representative must have authority to sign the "Proposer's Assurance of Compliance" on behalf of the Proposer and, in the event of award, will be expected to execute the resulting contract):	Laura P. Hubbard, Director of Municipal Sales, 841 Meacham Road, Statesville, North Carolina 28677, lhubbard@wastequip.com, 704-682-3398
5	Proposer's primary contact for this proposal (name, title, address, email address & phone):	Laura P. Hubbard, Director of Municipal Sales, 841 Meacham Road, Statesville, North Carolina 28677, lhubbard@wastequip.com, 704-682-3398
6	Proposer's other contacts for this proposal, if any (name, title, address, email address & phone):	Kellie K. Clark, Sr. Manager of Bids and Contracts, 841 Meacham Road, Statesville, North Carolina 28677, kclark@toter.com, 800-424-0422 Ext 09584, or 704-768-2584.

Table 2: Company Information and Financial Strength

Line Item	Question	Response *
7	Provide a brief history of your company, including your company's core values, business philosophy, and industry longevity related to the requested equipment, products or services.	Toter has been in continuous operation since 1962, originally as a subsidiary of Rubbermaid Incorporated. Our headquarters is in North Carolina. The company was organized as a private corporation in 1983 as Applied Products, Inc., changed the name to Toter Incorporated in 1988. In 2007, Toter was acquired by Wastequip and became its largest acquisition at the time. Wastequip is the leading North American manufacturer of waste handling and recycling equipment focused on manufacturing expertise and product innovation. Toter and other Wastequip divisions position our parent company to offer a full line of products, systems and solutions to collect and transport just about any type of waste and recyclables. Toter products have been included in Wastequip's Sourcewell contracts since 2014. Toter introduced an automated cart system for curbside garbage collection in the 1960s, earning us our well-deserved reputation as the go-to cart brand for the collection of waste, recycling, and organics. We focus on developing products that combine practical convenience, extreme durability and long-term value through proven industry leading performance and warranty. Today we serve waste haulers and municipalities as well as commercial, industrial and institutional customers through regional manufacturing/distribution facilities located in Statesville, NC; Acuna, Mexico; and Del Rio, TX. It is important to note that we are dedicated to the waste industry, not manufacturing for any other industry. Our company's core values include: - We always act with safety, honesty and integrity. - We serve customers to total satisfaction by delivering value oriented, market leading products and services. - We act quickly but thoughtfully. - We identify and improve the things that matter most. - We provide challenging opportunities with clear expectations. - We embrace change. - We make commitments and keep them, earn trust and create respect.

8	What are your company's expectations in the event of an award?	Toter anticipates a seamless transition from the current Wastequip contract to a Toter plastic refuse and recycling containers contract. Our sales force, dealers and distributors are ready to sell and provide solutions to our customers' needs. We already have tools and staffing in place to promote the Sourcewell contract in the marketplace among existing and potential customers to showcase our products and services as total solutions using this contract. Toter would continue and increase promotion in this way throughout the contract term. Toter will involve and improve our dealer and distributor networks' understanding of how Sourcewell satisfies the bidding/proposal processes of customers, and allows the customer to obtain product they want and deserve, which also gains for Toter a competitive advantage. We intend to continue revenue growth by continuing to gain market share.	*
9	Demonstrate your financial strength and stability with meaningful data. This could include such items as financial statements, SEC filings, credit and bond ratings, letters of credit, and detailed reference letters. Upload supporting documents (as applicable) in the document upload section of your response.	Toter, LLC is wholly-owned subsidiary of Wastequip, LLC. As a privately held company, our financial statements are not made public and we do not require audits of our divisions. Our unaudited financial statements for Toter, LLC for the year ended December 31, 2020 are attached. Our trade references and banking information is also attached in unredacted format for Sourcewell's eyes only, and a redacted format for maintenance of confidentiality with entities requesting copies of our information provided in this RFP response.	*
10	What is your US market share for the solutions that you are proposing?	While Toter's exact market share information is company confidential and critical to our strategy for success, we can share more about our market position. Based on our internal estimates, we determined that Toter Residential consistently enjoys a top 3 position in the US market. Toter ProProducts maintains a top 5 position in the US market.	*
11	What is your Canadian market share for the solutions that you are proposing?	While Toter's exact market share information is company confidential and critical to our strategy for success, we can share more about our market position. Even though the Canadian market is not tracked as thoroughly as the US market, we believe Toter Residential also holds a top 3 position in the Canadian market. We would like to continue to grow our Canadian market share by continuing to try and convince Canadian municipalities to utilize our contract with the help of groups like RMA.	*
12	Has your business ever petitioned for bankruptcy protection? If so, explain in detail.	No.	*
13	How is your organization best described: is it a manufacturer, a distributor/dealer/reseller, or a service provider? Answer whichever question (either a) or b) just below) best applies to your organization. a) If your company is best described as a distributor/dealer/reseller (or similar entity), provide your written authorization to act as a distributor/dealer/reseller for the manufacturer of the products proposed in this RFP. If applicable, is your dealer network independent or company owned? b) If your company is best described as a manufacturer or service provider, describe your relationship with your sales and service force and with your dealer network in delivering the products and services proposed in this RFP. Are these individuals your employees, or the employees of a third party?	Toter, LLC is a manufacturer and service provider, with a network of distributors and dealers and best fall within item "b". The majority of Toter Residential sales are made directly by 10 Regional Sales Managers (RSM) and supported by 2 Division Sales Directors, 1 Municipal Sales Director and 1 Vice President of Sales. We also rely on well established dealers in certain states who aid in developing new business and provide additional support services to Toter across the US and Canada. Our RSMs, dealer network and service providers are fully supported by a team of Customer Satisfaction Specialists, specialists at the Wastequip Call Center, as well as a dedicated Bid/Contracts staff and a specific Warranty Team. All dealers and service providers are independent third party contractors and employ their own teams consisting of sales, service and warranty staff. Toter Pro Products are represented by third party sales agents and dealers.	*
14	If applicable, provide a detailed explanation outlining the licenses and certifications that are both required to be held, and actually held, by your organization (including third parties and subcontractors that you use) in pursuit of the business contemplated by this RFP.	Toter has applicable licenses to operate in the State of North Carolina, the state of our headquarters. We obtain licenses in municipalities and localities in which we are required by contracts to register and obtain licenses as required. We operate facilities that are OSHA compliant, our roll carts for residential use meet or exceed the American National Standards Institute (ANSI) Standards to ensure consistent quality and safety: ANSI Z245.30-2008 - Waste Containers - Safety Requirements and Z245.60-2008 Waste Containers - Compatibility Dimensions. Our roll carts have been independently certified with Wind Tunnel Testing of empty Toter carts by nationally recognized schools of aeronautical engineering and well as the Interagency Grizzly Bear Committee (IGBC) approval of Toter Bear Carts.	*
15	Provide all "Suspension or Debarment" information that has applied to your organization during the past ten years.	None.	*

Table 3: Industry Recognition & Marketplace Success

Line Item	Question	Response *	
16	Describe any relevant industry awards or recognition that your company has received in the past five years	As the parent company of Toter, Wastequip has received several recognitions: - In 2019, Wastequip was recognized by Charlotte Magazine as the Best Company to Work For - In 2017, Wastequip was recognized by the Charlotte Business Journal as the Middle Market Leader of the Year - In 2016, Charles Walton, founder of Wastequip, was named to the National Waste & Recycling Association's Hall of Fame. The Award is presented annually to select industry visionaries and icons that have created an enduring legacy through their inspirational leadership, core values and significant contributions. - In 2014, Wastequip was recognized by the North Carolina Chamber for the Honorable Mention for the North Carolina Manufacturer of the Year (more than 5 years old) Toter recognition: - In 2020, Toter was named by Plastics News as the second highest rotational molder in North America, as ranked by Plastics News. Toter continues to be rated the highest ranked rotational molder of plastic waste containers in North America (many years running) from this publication. Executive Team Awards: - Waste 360 awarded Toter's Chance Hennig, Southwest Regional Sales Manager, to the 2021 class of "40 under 40" awards. Wastequip's Kristin Kinder (Vice President of Research and Waste Stream Sustainability) and Henry Retamal (President of Operations over Toter and other Wastequip divisions) were awarded the same in 2019. The program recognizes inspiring and innovative professionals under the age of 40 whose work in waste, recycling and organics has made a significant contribution to the waste and recycling industry. - In 2020, Nick Wiseman, Wastequip's CHRO, was recognized by the HRO Today Association as a 2020 Finalist for the Engagement Strategy Excellence Awards for the North America Region. - In 2018, Steve Klueg, Wastequip's CFO, was recognized by the Charlotte Business Journal as CFO of the Year. - In 2018, Rich Sedory, Wastequip's General Council, was recognized by the Charlotte Business Journal as Outstanding General Counsel of the Year.	*
17	What percentage of your sales are to the governmental sector in the past three years	Toter's sales to the governmental sector from 2018-2020 was 31%.	*
18	What percentage of your sales are to the education sector in the past three years	Toter's sales to the governmental sector from 2018-2020 was 0.3%	*
19	List any state, provincial, or cooperative purchasing contracts that you hold. What is the annual sales volume for each of these contracts over the past three years?	Our annual sales volumes on the aggregate for state or cooperative purchasing contracts over the past three years is \$28,180,661 in 2018, \$37,439,412 in 2019, and \$32,849,179 in 2020 (restrictions under the respective cooperative purchasing agreements prevent our ability to specifically identify annual sales volumes for each such contract).	*
20	List any GSA contracts or Standing Offers and Supply Arrangements (SOSA) that you hold. What is the annual sales volume for each of these contracts over the past three years?	None.	*

Table 4: References/Testimonials

Line Item 21. Supply reference information from three customers who are eligible to be Sourcwell participating entities.

Entity Name *	Contact Name *	Phone Number *	
City of Memphis, TN	Phillip Davis	(901) 417-4027	*
City of Sheboygan, WI	Jason Blasiola	(920) 459-3447	*
City of Chattanooga, TN	Roshonda Woods	(423) 643-6837	*

Table 5: Top Five Government or Education Customers

Line Item 22. Provide a list of your top five government, education, or non-profit customers (entity name is optional), including entity type, the state or province the entity is located in, scope of the project(s), size of transaction(s), and dollar volumes from the past three years.

Entity Name	Entity Type *	State / Province *	Scope of Work *	Size of Transactions *	Dollar Volume Past Three Years *	
Municipality	Government	Texas - TX	96 Gallon, 64 Gallon , 32 Gallon and 24 Gallon Carts for Garbage, Recycling and Organics with A&D Services	Average size of Transactions = \$787,000	\$9,447,000	*
Municipality	Government	Texas - TX	96 Gallon, 64 Gallon and 32 Gallon Carts for Garbage, Recycling and Yard Waste with Full Maintenance Services	Average size of Transactions = \$172,000	\$6,369,000	*
Municipality	Government	Texas - TX	96 Gallon, 64 Gallon and 48 Gallon Carts for Garbage, Recycling and Organics	Average size of Transactions = \$139,000	\$6,255,000	*
Municipality	Government	California - CA	96 Gallon Carts for Garbage and Recycling with A&D Services	Average size of Transactions = \$249,000	\$5,733,000	*
Municipality	Government	Texas - TX	96 Gallon, 64 Gallon and 48 Gallon Carts for Garbage and Recycling	Average size of Transactions = \$388,000	4,269,000	*

Table 6: Ability to Sell and Deliver Service

Describe your company's capability to meet the needs of Sourcwell participating entities across the US and Canada, as applicable. Your response should address in detail at least the following areas: locations of your network of sales and service providers, the number of workers (full-time equivalents) involved in each sector, whether these workers are your direct employees (or employees of a third party), and any overlap between the sales and service functions.

Line Item	Question	Response *	
23	Sales force.	The majority of Toter Residential sales are made directly by 10 Regional Sales Managers (RSM) and supported by 2 Division Sales Directors, 1 Municipal Sales Director and 1 Vice President of Sales. Our Regional Sales Managers are based in key locations throughout the US and will be responsible for field support of all current and potential Sourcwell members. These industry experts perform all actions necessary to produce a superior level of sales, including, but not limited to: making sales calls necessary to cover territory, assisting with test programs and warranty administration, and all other field service support. Toter Pro has 4 direct national sales managers that work closely with distributors across the US. Our sales team, dealer and distributor networks and service providers are fully supported by a team of Customer Satisfaction Specialists, specialists at the Wastequip Call Center, as well as a dedicated Bid/Contracts staff and a specific Warranty Team.	*
24	Dealer network or other distribution methods.	Toter Residential has well established dealers in certain states who aid in developing new business and provide additional support services to Toter across the US and Canada. Toter Pro has a network of approximately 5 independent dealers and approximately 100 national distributors. Our dealer network and service providers are fully supported by our sales, service and warranty teams.	*
25	Service force.	We have a Service Division called ContainerPros that provides services to our customers throughout the United States. ContainerPros provides services to plastic and steel containers, carts and bins. ContainerPros employs a number of individuals at multiple levels to manage and operate the services requested. These individuals range from Directors, Project Managers, Project Coordinators, Project Supervisors, Leads, etc. ContainerPros also utilizes multiple third-party vendors to assist in projects across the US and Canada. There is no project too Large or too Small!	*

26	Describe in detail the process and procedure of your customer service program, if applicable. Include your response-time capabilities and commitments, as well as any incentives that help your providers meet your stated service goals or promises.	Toter prides itself on superior customer service and has significant experience servicing both large and small municipal and privately-owned accounts, multi-location organizations like The Home Depot, Lowes, Walmart, True Value, Ace, Do-It Best, Amazon, Wayfair, Meijer, and other retail entities. Our extensive customer base demands rigorous, just-in-time delivery performance and responsive customer service. We believe, simply stated, that our commitment to preventing issues is the key to satisfied customers. We want all customers to have a great experience with our products – from their first contact with us all the way through product delivery and warranty service. As such, we have adopted the following customer service credo: COMMITMENT - - We will treat all customers with respect (regardless of size) - We will follow up with you upon receipt of your order to ensure satisfaction - We will resolve any issues quickly SUPPORT - - We will provide a dedicated Customer Service Satisfaction (CSS) specialist for each participating member (plus each CSS backs others' territories to ensure seamless service) - We will respond quickly on quotes (same-day response in most cases) - We will provide an order confirmation (within 24-48 hours) - We will call you with shipping & delivery information and provide early notification should there be any issues with your order Each Member will be assigned a dedicated Customer Satisfaction Specialist (CSS). All CSSs are cross-trained on this contract and they will be available for back-up and high-volume situations. The CSS team is managed by Toter's Customer Service Supervisor, on-site with CSSs at Toter headquarters and available to help in any situation. CSSs handle customer needs prior to, during, and after orders are placed with our company. Routine services include assisting with customer choices, quoting, entering orders, obtaining customer approvals on custom markings and features, constant order tracking with production and traffic departments, handling intricate detail on large and small orders/projects and situations such as drop shipments and timing of shipments, and problem solving when order issues arise and when technical feedback is obtained. The Warranty period begins at the date of original purchase. Toter's Warranty Manager processes Warranty Claims and issues to provide accurate and expedited service to all customers. In the field are Toter's Regional Sales Managers who are industry experts ready to assist with municipal contract issues, unique product applications, and all other field service issues. They may also be responsible for reporting contract updates, as well as forecasting large projects, coordinating non-core program items, and general contract facilitation. Other RSMs will be available for back-up in emergency situations. Toter's executive level will ensure that long term strategic partner issues such as ongoing cost reductions and new product innovations are pursued aggressively.	*
27	Describe your ability and willingness to provide your products and services to Sourcwell participating entities in the United States.	Toter has enjoyed the benefits of offering the Sourcwell contract to our customers over the last 7 years and are excited about the opportunity to continue our relationship with Sourcwell and growing sales off this contract over the next 5 years. All resources are in place for a seamless transition and our sales team is very familiar with the contract and ready to promote a new contract to existing and new agencies across the US. If awarded, we would notify existing customers immediately so they can seamlessly transition from purchasing off our current contract to our new contract.	*
28	Describe your ability and willingness to provide your products and services to Sourcwell participating entities in Canada.	Toter has been fortunate to have our current Sourcwell contract adopted by RMA and has worked with them and other Canadian agencies on several opportunities. We hope to continue that momentum with a new Sourcwell contract and work to expand our sales across Canada.	*
29	Identify any geographic areas of the United States or Canada that you will NOT be fully serving through the proposed contract.	None.	*
30	Identify any Sourcwell participating entity sectors (i.e., government, education, not-for-profit) that you will NOT be fully serving through the proposed contract. Explain in detail. For example, does your company have only a regional presence, or do other cooperative purchasing contracts limit your ability to promote another contract?	None.	*

31	Define any specific contract requirements or restrictions that would apply to our participating entities in Hawaii and Alaska and in US Territories.	Toter serves all these areas, with all of our products. We find that the difference in our service involves Ocean Freight, different sized sea containers (different container quantities than over-the-road semi truck loads), and varying schedules for shipments. The shipments may vary due to restricted passage to these outlying states/territories whose path of shipment may involve extreme seasonal and other weather-related issues. We find that these customers are more than aware of these issues surrounding their shipments, and they are most accepting of these differences for shipments.	*
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Table 7: Marketing Plan

Line Item	Question	Response *
32	Describe your marketing strategy for promoting this contract opportunity. Upload representative samples of your marketing materials (if applicable) in the document upload section of your response.	Within selected media channels, Toter may announce its continuing partnership with Sourcewell via a press release or other content delivery form. This will be directed at those market categories with whom this message and value will resonate. Toter may advertise via digital and print platforms, including social media outlets, with paid and organic creative. The target audience will include Government buyers in such segments as Public Works and Municipalities, and in such publications as American City and County and/or Government Product News. Our association and partnership with Sourcewell will be prominently displayed at appropriate trade show events. Wastequip participates in a variety of major/national trade shows, as well as having a presence in numerous regional shows and events. We will promote the partnership by incorporating the Sourcewell logo on various show assets (such as banner stands) and literature as appropriate. The Toter Bids and Contracts Department will continue to be a primary conveyor of our partnership with Sourcewell, and include the appropriate logo and data in quoting and outreach as deemed necessary. This will extend the reach of Sourcewell into markets that they currently may not serve and bring awareness to those markets. Wastequip has numerous web properties that promote our value to the markets we serve, and we will include Sourcewell information and possibly a link back to Sourcewell (depending on link feasibility) on our web properties.
33	Describe your use of technology and digital data (e.g., social media, metadata usage) to enhance marketing effectiveness.	FACEBOOK: Toter utilizes both paid and organic posts to promote partnerships, product releases, service offerings, and our dedication to creating and maintaining a sustainable environment. We are able to hone our message and be exacting in who we reach, and our Facebook property allows for interaction with both customers (such as municipalities) and the general consumer. We are able to capture these visits to our page and understand if our messaging is resonating, and then adjust accordingly (if necessary). LINKEDIN: This platform allows Toter to reach specific job titles and companies that have an interest in our product, and also allows us to open the door to new market opportunities and reaching new segments for penetration. WASTEQUIP WEBSITE PROPERTIES: Within our websites, we provide the value we offer to the market and answer the question of "Why choose Wastequip?" Our sites are segment focused, with a sub focus on product. We are able to capture data on visitors and gain a better understanding of what the market desires and what is important to them when selecting a supplier of products and services. BANNER ADS: Toter tracks site visitors and conversions from keywords and banner ads as seen in publications of interest. Email inquiries are tracked through the sales cycle in Salesforce by lead source. Toter uses Google Analytics, Pardot tracking, Salesforce reporting, and pay per click data to enhance the effectiveness of our marketing campaigns. WASTEQUIP YOUTUBE CHANNEL: Allows interested users (customers, consumers) to actually view a variety of Toter products in use. This helps enhance reputation in the market, and broadens our message as being a provider of sustainable, durable, and effective products. TWITTER: Toter uses Twitter to share more news oriented content or retweet relevant waste industry news content.
34	In your view, what is Sourcewell's role in promoting contracts arising out of this RFP? How will you integrate a Sourcewell-awarded contract into your sales process?	By sharing the above listed responsibilities, Toter's aim is to strengthen the relationship between our Regional Sales Managers with Sourcewell's professional staff. We also look forward to more proactive marketing of this contract through our Wastequip Marketing team using electronic media, email blitzes, product shows and promotional meetings. We feel we have the base information and knowledge to provide solutions to our customers through Sourcewell, and we expect the contract change to be seamless, where we can build on our existing efforts for meaningful and impactful efforts to raise awareness of the contract.
35	Are your products or services available through an e-procurement ordering process? If so, describe your e-procurement system and how governmental and educational customers have used it.	Due to the special requirements and customizations of Toter products, Toter does not have an e-procurement ordering platform. We accept purchase orders via Toter dedicated email address, toterpo@wastequip.com, via mail and facsimile. We have worked with customers to utilize Ariba to generate purchase orders from draft carts that Toter has entered into Ariba Supplier Solutions. We also provide invoices via Ariba. Toter can enter order updates (delivery information) in a few customers' e-procurement systems, as well as invoices into municipal systems. Therefore, we have the ability to work with our customers to accomplish what is needed when practicable.

Table 8: Value-Added Attributes

Line Item	Question	Response *
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36	Describe any product, equipment, maintenance, or operator training programs that you offer to Sourcewell participating entities. Include details, such as whether training is standard or optional, who provides training, and any costs that apply.	Toter offers plant tours for our customers upon request, and our staff is on hand for trouble-shooting issues with containers or services. In the field, we offer assembly instructions at the end of each project for containers being serviced. This instruction usually takes 30 minutes or less due to the excellent design of the products provided, at no charge to the customer. Toter offers Wastequip's technology solutions. Customers who subscribe for a technology offering will receive a standardized user online training. This user training will be performed by Wastequip's product specialists for technology solutions and addresses the major functionalities of the software and hardware solutions, which are intended to be utilized by the customer. Additional training programs are available with pricing on request. Pricing depends on scope and length of the requested training(s). After the training, standardized user guidelines will be available at no charge. For Toter's Professional Members: Toter Pro national and local sales representatives can provide training and selling support when needed. Plant tours are available for customers upon request, and our staff is on hand for trouble-shooting issues with containers or services.	*
37	Describe any technological advances that your proposed products or services offer.	All technology solutions are based on modern technical and technological infrastructures to ensure a sustainable and future oriented solution landscape. These infrastructures are also laid out to be highly available and data security has been implemented in depth. Compared to other solutions and offerings in the industry, there are no system or server requirements on the member side, as long as a modern browser is used to access the software solutions. All technology solutions are developed to be as user friendly as possible and the implementation process is streamlined to the maximum. We offer these technology solutions to increase revenue and gain market share, reduce costs, provide greater stewardship of staff time/efforts resources, and improve customer experiences overall. Organics collection stresses carts because the density of food waste (6.25 pounds/gallon) is much higher than that of municipal solid waste (garbage) and recyclables (max of 3.5 pounds/gallon). Sourcewell member agencies needing to collect residential and commercial food waste should not face the decision of deploying small, two wheel carts that do not have sufficient load rating for the application. In order to provide member agencies with safe food waste carts, Toter offers a unique line of 21, 32 and 48 gallon automated Organics carts that are load rated and independently certified to regularly receive and dump food waste at a density of 6.25 pounds/gallon. In addition, we offer the 2 Gallon bin for collection of food waste in the resident's kitchen and a 13 gallon manual bin for curbside collection. Toter also offers 2 and 3 Cubic Yard FELs with higher load ratings to handle heavy food waste. Only Toter offers a fully automated lid latch, DuraLatch, that latches automatically when the lid is dropped, opens with one finger, and opens automatically when the cart is dumped by the truck. DuraLatch meets the long requested industry demand for the return to a latching cart but without interfering with fully automated collection.	*

38	Describe any “green” initiatives that relate to your company or to your products or services, and include a list of the certifying agency for each.	Our parent company, Wastequip, is focused on building a bright future for our employees, our communities, and our environment. And our CORE program — reflecting our COrporate REsponsibility commitment to sustainability, diversity and philanthropy — exhibits our dedication to: • Helping define the future of the waste industry with progressive thinking and leadership • Developing products with consideration for the environmental impact to future generations • Employing a diverse workforce, providing development opportunities and valuing diverse perspectives • Continuing to demonstrate social consciousness so our team members and customers are proud to work for or do business with Wastequip and Toter. As part of the CORE program, Toter is committed to creating more sustainable products, processes and facilities, without sacrificing legendary Toter quality. Future generations are counting on us to create better products, and to do so more responsibly. In 2020, we commissioned a survey of more than 100 municipalities and waste haulers and a lifecycle analysis (LCA) of a Toter cart over its entire life, to better understand our carbon footprint and help us set the most impactful goals to reduce our carbon footprint. This survey confirmed that Municipalities and waste haulers consider Toter carts to be the most sustainable on the market today, and the LCA study reaffirmed the importance of durability and recycled content: • Toter consistently delivers on durability with customers reporting service life much longer than the 9 years of average service life of competitor carts owned by surveyed entities, dramatically lowering the carbon footprint by longevity alone, plus the added advantage of recycled resin inclusion listed below. • Further, Toter’s ultra-low warranty claim rate (0.3%), ease of repair and recyclability help reduce the raw material consumption and resources required to produce new carts. • Currently, Toter carts can use up to 50% recycled content — and we are striving to reduce the virgin resin we manufacture with, while ensuring a durable cart that meets strict quality standards for sun exposure, weight limits, extreme temperature changes, and impacts from servicing. We also look for efficiencies in sourcing our materials and have switched primarily to receiving resin via rail car, optimizing fuel-efficiency and reducing the number of trucks on the road. More information is available at Toter.com/about-us/sustainability.
39	Identify any third-party issued eco-labels, ratings or certifications that your company has received for the equipment or products included in your Proposal related to energy efficiency or conservation, life-cycle design (cradle-to-cradle), or other green/sustainability factors.	In 2020, we commissioned a survey of more than 100 municipalities and waste haulers and a lifecycle analysis (LCA) of a Toter cart over its entire life, to better understand our carbon footprint and help us set the most impactful goals to reduce our carbon footprint. This survey confirmed that municipalities and waste haulers consider Toter carts to be the most sustainable on the market today, and the LCA study reaffirmed the importance of durability and recycled content: • Toter consistently delivers on durability with customers reporting service life much longer than the 9 years of average service life of competitor carts owned by surveyed entities, dramatically lowering the carbon footprint by longevity alone, plus the added advantage of recycled resin inclusion listed below. • Further, Toter’s ultra-low warranty claim rate (0.3%), ease of repair and recyclability help reduce the raw material consumption and resources required to produce new carts. • Currently, Toter carts can use up to 50% recycled content — and we are striving to reduce the virgin resin we manufacture with, while ensuring a durable cart that meets strict quality standards for sun exposure, weight limits, extreme temperature changes, and impacts from servicing. More information is available at Toter.com/about-us/sustainability.

40	Describe any Women or Minority Business Entity (WMBE), Small Business Entity (SBE), or veteran owned business certifications that your company or hub partners have obtained. Upload documentation of certification (as applicable) in the document upload section of your response.	Toter and Wastequip are not certified as any type of disadvantaged business. We do foster diversity and our previously stated values set a common standard for all employees with equal opportunity for employment, training, performance evaluations and performance rewards and advancements. Toter is adept at meeting customer needs by attributing to goals that may be set by our customers for subcontracting with certified Women or Minority Business Entities (WMBE), Small Business Entities (SBE) or veteran owned business entities (VBE). For example, Toter has served the City of Memphis, TN in recent years to provide carts and cart assembly and distribution services, under Wastequip's Sourcewell Contracts. When a municipality has such goals to be met for projects and orders, we are committed to utilizing disadvantaged businesses whenever possible through Good Faith Efforts. We set out to break down a given scope of work into tasks/service segments and then identify possible use of disadvantaged businesses (usually certified by the municipality or required area or entities) as subcontractors on a case by case basis. Toter has made a concerted attempt to meet customer requested/required levels of participation. We believe it is our responsibility as a well-established company, to help to grow and strengthen smaller, disadvantaged businesses. An example of our commitment to furthering the health and well-being of disadvantaged businesses is when our logistics team routinely uses certified (and uncertified) disadvantaged/small trucking companies which meet Toter logistics standards, to transport goods all over the US and Canada. In another example, Toter also uses a certified Women Owned Business to obtain office supplies for routine business operations.
41	What unique attributes does your company, your products, or your services offer to Sourcewell participating entities? What makes your proposed solutions unique in your industry as it applies to Sourcewell participating entities?	Toter maintains our focus on solutions within the waste industry, and we do not manufacture for any other industry. We also have long-term experience with Sourcewell under Wastequip's Sourcewell Contracts. We have already established routine Sourcewell customers. We have mastered the ability to win deals with Sourcewell offerings, and we have proven the ability to have successful sales off a Sourcewell contract. Our Internal and field sales, customer service, and all departments of Toter (as well as all divisions of Wastequip) are well familiar with, devoted to, and appreciative of Sourcewell Contracts. We are ready to further the action of satisfying all-consuming bid/proposal processes of individual customers to allow both the customer and Toter to focus on solutions for each customer, simultaneously conserving time, energy and resources through Sourcewell's already-proposed and awarded full RFP process. We believe we have experienced fewer bids through recent years as a result of our efforts at utilizing Sourcewell to help customers to obtain the product and service that they deserve through a piggyback. And with the proper tools, knowledge base, commitment and drive already in place to build upon, we look forward to our customers getting more of what they want through Sourcewell and Toter, as a "Win-Win" for all concerned. Toter introduced the automated curbside cart system in North America during the late 1960's, and Toter is the largest rotational molder in North America (as rated by Plastics News). Toter is the leading supplier of wheeled, rollout carts (21-96 gallons) used for curbside automated waste, recycling, organics/yard waste by cities and government entities, as well as private waste haulers. We offer Organics Carts with a higher load rating (6.25 lbs per gallon versus the required ANSI Standard load ratings for carts at 3.5 lbs per gallon). And our Bear Tough Carts have a double-walled lid and steel-reinforced rim to withstand repeated clawing and chewing, tested to withstand the wiles and vast strength of bears. We tell the toughest bears to grin and bear it! Toter is the "go to" for private haulers and recyclers to build cart fleets for collection services. We work with Recology, Casella, EDCO, Waste Pro, Santek, CR&R and hauling/recycling companies varying in size; with resources readily in place for production, assembly, distribution to residents, cart maintenance and retired carts recycling services. We specialize in on-time detailed projects to set out carts to residential and commercial properties to meet municipal collection start/set dates and deadlines. Our containers for industrial, commercial and institutional customers complete the circle of solutions in the marketplace. Toter also supplies containers in the Retail Market to Lowes Home Improvement Centers, The Home Depot, True Value, Ace Hardware, Do-It-Best Hardware, Wal-Mart, Amazon, Wayfair, Meijer Stores, and other retailers. Retail customers and individual buyers both find our retail products to out-last and out-task other products offered in stores. ADVANCED ROTATIONAL MOLDING™ – In 1994, Toter introduced its patented Advanced Rotational Molding™ process which has revolutionized both the rotational molding and waste industry. With this new state-of-the-art manufacturing process, Toter molds intricate designs heretofore impossible for conventional rotomolders. Toter's "zero stress" molding technology offer important higher strength to weight ratios and durability advantages over "high stress" processes such as injection molding. Toter carts are different from others in the industry. During our molding process, molds are filled with a pre-measured amount of plastic micro-pellets, then moved into an oven to melt the plastic material while the machine rotates. This rotation in heat causes the plastic to coat the inside of the mold. This method does not require high-pressure hydraulic equipment to fill the mold, so no stress is introduced during the molding cycle (unlike stress created by injection molding). The mold is transferred to a cooling chamber to cure, where a microprocessor controls the cooling cycle to optimize impact strength and performance of the final product. After slowly cooling with air and water, the cart is removed from the mold to be trimmed, imprinted and assembled. Important products such as kayaks and bridge barriers are rotationally molded because both products must withstand impact, just like carts must bounce back when

served by an automated arm, and especially in cold temperatures. Customers in extreme environments have proved that advantage. Many of our customers have tried injection molded carts and switched (or switched back) to our rotationally molded product due to the lowest lifecycle cost of our carts. Our molding process and material afford a 15-20+ year cart life expectancy, which in turn allows Toter to back our carts with a 12 year cart body warranty and 10 years on all other components.

UNIQUE 12-YEAR CART BODY WARRANTY AND LOWEST COST OF OWNERSHIP – Our roll cart warranty EXCEEDS INDUSTRY WARRANTY TERMS with cart bodies covered by a unique and unprecedented 12 year non-prorated warranty (all other cart components have a 10 year non-prorated warranty) since early 2016. Because we Rotationally Mold our carts rather than injection molding them as others do, we have a proven life expectancy of 15 to 20+ years. Our 12 year body warranty avoids the premature replacement of the body, which is the part of the cart that the cart lifting device engages. This warranty is “putting our money where our mouth is.” We believe our customers will see a reduction in replacement cost of about \$7 to \$9 per cart over the first 12 years of service. As a result, all our roll cart customers obtain a currently unmatched warranty in the roll cart industry!

In addition to the above roll cart warranty, our Front Load Containers carry a 3 year container warranty (90 days for casters and non-plastic components). Toter's warranty claim process for all products is available upon request.

Toter carts offer the City the lowest total cost of ownership. Toter carts are more durable and last significantly longer than competitors' carts. The City already has an inventory of parts and is familiar with the cart repairs and high performance. All of these advantages point to a product that will be environmentally friendly and highly sustainable in maintenance and lasting service.

INNOVATION - NOT JUST A PLASTIC CONTAINER – We continue to be the first and only manufacturer to design roll carts that are truly nestable/stackable when fully assembled and “Ready to Roll”. Our customers realize savings in storage/inventory costs and experience savings in reduced number of replacement trips. Unlike injection molded carts that nest no more than 2 carts high because of protruding wheels, Toter carts can be stacked up to 6-8 carts high as they require fewer square feet. Toter carts can be delivered 3x more quickly than other brands by eliminating trips with more carts per load. Cities and haulers save between \$2-3 per cart in fuel, truck usage and labor expenses due to Toter's nestability feature. Injection molders often claim this feature, but offer wheels that pivot/slide, or even still need wheels attached.

Toter is the first container manufacturer to have introduced a new color option for the industry – Granite color bodies. This upscale look allows municipalities and haulers to provide a low cost, premium finish to highlight new automated container programs.

Our 48 gallon size is often chosen for garbage, recycling or organics. A 64 gallon cart is 2/3 the volume of a 96 gallon cart, and many small quantity waste generators are stuck with 64 gallon carts that are still too big to meet their needs. The 48 gallon “half cart” matches the lower waste/recycling output of these customers. Lower handles (4.25” to 5” lower than our 64 gallon cart) makes tilting significantly easier for all users, including small and elderly residents, increasing user safety and reducing requests for exemption from rolling out carts to the curb.

Our roll carts feature a patented “Rugged Rim®” – with an upper rim engineered as a closed tubular design, similar to square steel tubing, for maximum strength during collection. The rim serves as a ledge on which the lid rests to create a tight seal between body and lid, and it strengthens the upper lift point and all sides of the cart body. The lid and rim together create a tight seal to keep odors in, not attracting vermin.

Toter carts and containers are an environmentally sustainable investment. Although our carts are the “World's Toughest Carts™”, and our carts last for 15-20+ years in active service life, Toter carts are 100% recyclable, supporting the recycling of retired carts for municipalities and sustainably closing the loop between new carts and retired carts with the recycling of retired carts, then molding back into new carts. As a leader in the environmental industry, we constantly strive to do our part in being both a good corporate citizen and a leader in new technology to improve our world. Fewer cart failures means fewer carts replaced to maintain a perpetual cart system, reduced vehicle traffic for service, and fewer pounds of raw materials (plastic and steel) consumed. We are also proud to offer more carts from the factory per truckload than most competitors (often with a higher level of assembly from the factory). This will reduce the amount of deliveries needed to fulfill your orders. In short, a more sustainable program results, yielding a reduced impact on our environment.

In addition to our proven long service life and very low repair rate, key parts on Toter carts are interchangeable among our various cart sizes: sunburst wheels, stop bars, and lid hardware. This simplifies maintenance and reduces parts inventory/costs. We recognize the City's commitment to providing carts, parts, and services that will support the best cart for its citizens.

Toter provides total cart fleet maintenance services, and Toter is currently servicing the City of Fort Worth, TX with a maintenance program for its entire cart fleet. Maintenance service options available include, but are not limited to: repairs, cart washing, swapping one cart size for another, management of cart inventory, and recycling of unusable carts or components, with response time from 2 to 5 business days.

Besides roll carts, Toter has a complete line of 1, 2, 3 and 4 cubic yard plastic front load containers. Each container features: steel rod reinforcement, ribbed bottom wear chimes, double-walled lift pockets, integrated bumpers, and more. These features afford

	customers with enhanced durability, maximum pocket strength, protection for longer life, and maximum space for custom signage. Our stackable design provides better truckload/shipment and storage efficiency and are even stackable/nestable when the container is fully assembled and ready for use! PROFESSIONAL PRODUCTS - Toter manufactures an entire line of Professional Products – commercial, industrial and specialized superior containers. Product offerings include Two-Wheeled and Caster Carts, Organics, Medical Waste and Secure Document Management Carts with standard single-wall or rotationally molded double-wall lids for sealing off medical waste and organics (wet) materials, and for securing confidential documents. These containers may be towable for additional efficiency and safety in moving waste. Toter offers Atlas commercial-grade, large-capacity, Rugged Rim® cans with a detachable lid and are fitted for dollies to roll and move materials smoothly. Slimline Containers and Litter Containers provide effective, sustainable waste collection for industrial, commercial and institutional inside and outside applications – and are available in a wide range of styles for varied environments. Cube Trucks, Tilt Trucks, and Mobile Trucks are perfect for moving large, heavy materials and waste to its final destination for use or disposal. Many containers in this line are also towable for efficient and safe movement to final disposal areas. You will find these various products in hospitals, colleges/universities, research facilities, manufacturing industries, store environments, offices, public streets, malls, sports arenas, convention centers, gas stations and convenience stores, and practically anywhere you may venture! Our Professional Products also include a comprehensive collection of commercial/industrial mobile and stationary lift units, to also include truck mounted lifters which are popular among haulers for municipal roll-cart collection. All are designed for safety (meeting all applicable ANSI Standards for safety and dimensions), and the lifters simply make work safer and easier. In short, our containers and accessories are always extremely flexible and impact-resistant, and easily handle the day-to-day abuse of waste collection. We promise that every cart, every can, and every product will be built for extreme toughness, extreme wear, and extreme purpose. They stand up to just about anything that's tossed in them – or at them! Choosing Toter means you will secure a partner you can depend on, now and in the future.
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Table 9: Warranty

Describe in detail your manufacturer warranty program, including conditions and requirements to qualify, claims procedure, and overall structure. You may upload representative samples of your warranty materials (if applicable) in the document upload section of your response in addition to responding to the questions below.

Line Item	Question	Response *	
42	Do your warranties cover all products, parts, and labor?	Yes, certain product warranties cover products and parts, but not labor for container repairs provided by Toter.	*
43	Do your warranties impose usage restrictions or other limitations that adversely affect coverage?	Please see attached Toter warranties for full details and terms. Our warranties do not apply to any container which has been subjected to misuse, misapplication, negligence, alternation or accident.	*
44	Do your warranties cover the expense of technicians' travel time and mileage to perform warranty repairs?	Toter only replaces the warrantied item or component/part as a part for part replacement (replace failed wheel with a wheel, failed lid with a lid, failed body with a body, etc.). Standard container warranties in the cart/container industry do not include repairs of containers, but only provide the parts for customers to make repairs. Toter does, however, offer a Full Service Cart Maintenance Program that is included in our products and service offerings section of this proposal.	*
45	Are there any geographic regions of the United States or Canada (as applicable) for which you cannot provide a certified technician to perform warranty repairs? How will Sourcewell participating entities in these regions be provided service for warranty repair?	Toter only replaces the warrantied item or component/part as a part for part replacement (replace failed wheel with a wheel, failed lid with a lid, failed body with a body, etc.). Replacing product parts are simple and easy actions, with most requiring only 3 minutes or less for repairs, thus not requiring warranty repair services. For large fleets of roll carts owned by municipalities. Toter offers a Full Service Cart Maintenance Program that is included in our products and service offerings section of this proposal.	*
46	Will you cover warranty service for items made by other manufacturers that are part of your proposal, or are these warranties issues typically passed on to the original equipment manufacturer?	Original equipment manufacturers warranty will apply and any service needed will be coordinated with Toter through our standard warranty procedure.	*
47	What are your proposed exchange and return programs and policies?	Toter backs all products with its return and restocking policy. A Return Authorization Number must be obtained from Toter Customer Service (Phone – 800-424-0422 or 704-872-8171, and Fax – 704-930-1124) within five (5) days of receipt of goods and before merchandise may be returned for credit. Returns must be completed within sixty (60) days of invoice date. All transportation charges for returned merchandise must be PREPAID by the shipper. Returned saleable merchandise accepted by Toter for credit is subject to a 15% restocking charge. If any portion of the goods delivered to the Buyer are defective or are otherwise not in accordance with contract specifications, Toter shall have the right in its discretion either to replace such defective goods or to refund the portion of the purchase price applicable thereto. No goods shall be returned to Toter without Toter's written consent. Carts with custom markings cannot be returned. In no event shall Toter be liable for the cost of processing, lost profits, injury to goodwill or any other special incidental or consequential damages.	*
48	Describe any service contract options for the items included in your proposal.	For large fleets of roll carts owned by municipalities, Toter offers a Full Service Cart Maintenance Program that is included in our pricing section of this RFP. The Maintenance Program may provide repairs for just Toter carts, or may also include maintenance of other brands of carts.	*

Table 10: Payment Terms and Financing Options

Line Item	Question	Response *	
49	What are your payment terms (e.g., net 10, net 30)?	Toter, LLC standard payment terms are Net 30 Days if credit has been established.	*
50	Describe any leasing or financing options available for use by educational or governmental entities.	As a benefit of being a Wastequip division, Toter provides a bridge to solutions for educational or governmental entities to find leasing and financing options through Wastequip Finance, with our finance partner, NCL Government Capital (NCL), the only leasing and financing company in the nation with a leasing and financing contract on Sourcewell (Contract #011620-NCL). We are pleased to offer NCL's over 20 years of specializing in providing competitive equipment financing programs for entities across the nation, providing Sourcewell members access to financing that multiplies their purchasing power potentially six-fold. We understand that funds aren't always available for new and adequate equipment, and the Tax Exempt Municipal financing offered by Wastequip Finance/NCL through Toter allows agencies to get that equipment now through manageable installment payments that come from their operating budget. We believe that Sourcewell, Toter/Wastequip Finance, and NCL have a common goal to provide solutions to Sourcewell members that will substantially alter the future for all in the most positive ways. Please also refer to a NCL flyer at the end of our file uploaded under "Pricing".	*
51	Briefly describe your proposed order process. Include enough detail to support your ability to report quarterly sales to Sourcewell as described in the Contract template. For example, indicate whether your dealer network is included in your response and whether each dealer (or some other entity) will process the Sourcewell participating entities' purchase orders.	Our general outline for order processing is: 1. Toter prepares proposal documents based on product selection by Sourcewell Member 2. Sourcewell Awarded Contract logo quote is provided to the Sourcewell member utilizing our Salesforce.com CRM system 3. Upon quote acceptance, the Sourcewell Member issues a Written Purchase Order to Toter. 4. Order is inputted electronically into the Toter MACOLA order entry system. 5. Order details are confirmed in writing by the customer with an Order Confirmation and Markings Approvals Forms. 6. Once signed order acknowledgement is received, order is released for production. 7. Toter logistics team contacts Sourcewell Member to schedule delivery 9. Order is delivered to Sourcewell Member 10. Sourcewell Member is invoiced 11. Report of Sales is generated out of the Toter Macola order system for specific reporting periods as needed. 12. Sales from Macola are reported to Sourcewell, and administrative fee is paid per the percentage to be determined by time of Sourcewell Award/Contract (per contract established schedule).	*
52	Do you accept the P-card procurement and payment process? If so, is there any additional cost to Sourcewell participating entities for using this process?	Toter accepts P-card procurements/payments. Our preferred method of payment is wire, ACH or check.	*

Table 11: Pricing and Delivery

Provide detailed pricing information in the questions that follow below. Keep in mind that reasonable price and product adjustments can be made during the term of an awarded Contract as described in the RFP, the template Contract, and the Sourcewell Price and Product Change Request Form.

Line Item	Question	Response *	
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53	Describe your pricing model (e.g., line-item discounts or product-category discounts). Provide detailed pricing data (including standard or list pricing and the Sourcewell discounted price) on all of the items that you want Sourcewell to consider as part of your RFP response. If applicable, provide a SKU for each item in your proposal. Upload your pricing materials (if applicable) in the document upload section of your response.	Toter Residential does not have set list pricing, therefore we are offering a line item ceiling pricing model that is comparable to other co-operative contracts and gives us the flexibility to price competitively while allowing our dealer network to utilize the contract (and they always prefer using the Sourcewell contract above other co-operative contracts). Toter Pro Products pricing model is a discount off list price. We have provided a detailed price list for all products and services that include model numbers and descriptions. Each price guide will include options available as upgrades to the base pricing for that specific product line.	*
54	Quantify the pricing discount represented by the pricing proposal in this response. For example, if the pricing in your response represents a percentage discount from MSRP or list, state the percentage or percentage range.	For Toter Residential, please refer to responses to questions 53 and 55. Toter Pro pricing model to Sourcewell is discounted at 30% off of list price.	*
55	Describe any quantity or volume discounts or rebate programs that you offer.	Toter Residential has provided incremental volume discounts in our pricing structure. We may offer discounts off the base price for large projects when possible, giving the customer the benefit of making larger purchases and permitting Toter the opportunity to be flexible in competitive situations as required. We believe that it will be to both Toter's and the Member's advantage for this contract to allow flexibility with larger quantity discounts. As such, we do not feel it is in either of our best interests to set prices for large projects but rather offer discounted pricing based on the details of each such project. Relevant details could include the quantity of each product size needed, project timing, and services included.	*
56	Propose a method of facilitating "sourced" products or related services, which may be referred to as "open market" items or "nonstandard options". For example, you may supply such items "at cost" or "at cost plus a percentage," or you may supply a quote for each such request.	We believe we have the broadest range of products and services for waste and recycling containers in the market and have included all our offerings in our proposal. As any new products are developed, we will reach out to Sourcewell and request those be added to our contract. Any "sourced" products or related services will be offered to Sourcewell Members on a Supply Quote basis. We will provide the member with a quote for all items not listed on our Sourcewell contract (the 2% fee is and/or will be included in all Toter quoted prices, except for freight charges).	*
57	Identify any element of the total cost of acquisition that is NOT included in the pricing submitted with your response. This includes all additional charges associated with a purchase that are not directly identified as freight or shipping charges. For example, list costs for items like pre-delivery inspection, installation, set up, mandatory training, or initial inspection. Identify any parties that impose such costs and their relationship to the Proposer.	We have tried to be extremely thorough in including pricing to cover all products, options and services a customer may need with the purchase of waste and recycling containers. However, due to the unique nature of our industry, there may be a few instances where the total cost of acquisition is not included in our proposal pricing. 1. Installation: Due to the customized nature of our business, each customer's project installation is unique, and therefore, quoted individually. Unique installations may include, and are not limited to requirements such as RFID tailored inventory and container management systems, interim storage of containers, additional labor for customer preferences, and more. Any of these products or services outside what we have provided in our proposal will be "Priced on Request". 2. Assembly and Delivery: Special needs for Assembly and Distribution related projects will be "Priced on Request" due to the unique needs of municipalities for each project at hand. the site, or "staging area", if provided by Toter, will be "Price on Request" also due to the unique needs of each project, in addition to wide price variables for locations. Cart Lifters for Residential Collection Vehicles can be installed with "Price on Request". Cart Lifters for Toter Pro Products will be quoted and installed with "Price on Request" due to the unique needs of each project. 3. Taxes - Local, State and Federal Sales or Use Taxes or any applicable ferry costs, customs duties, levies and taxes are not included in our proposed pricing models. If required, taxes will be added at time of quote and/or invoice. Also, Canadian GST/HST/PST taxes are not included in our proposed pricing models, and PST is not paid by Toter. If we are required to pay PST, then the Member will be required to reimburse Toter for these taxes. Any applicable taxes will be added to our quote and/or invoice. 4. Canadian members may require pricing to be provided in Canadian Dollars/Currency (CAD). While our pricing is listed in United States Dollars/Currency (USD), we are certainly able to provide the CAD equivalent pricing based on our USD Sourcewell price list and Foreign Exchange rates from Bank of Canada resources.	*

58	If freight, delivery, or shipping is an additional cost to the Sourcewell participating entity, describe in detail the complete freight, shipping, and delivery program.	Toter has strategically located in the US which allows us to best service our customers. We have extensive import/export experience and an expansive logistics group available to assist Sourcewell Members. Toter is able to involve outside logistic companies to participate in shipping by freight hauler/common carrier, subcontracted off-loading, assembly, installation and distribution as required by the Member needs and demands. We will evaluate each order as a unique opportunity and consider the Sourcewell Member's order volume and location. Cost of shipping/delivery shall be paid by the End User. Calculations of the freight/delivery charges will be based on prevailing rates at the time of quote and included on quote as a separate line item. This cost will not include the 2% Administrative Fee.	*
59	Specifically describe freight, shipping, and delivery terms or programs available for Alaska, Hawaii, Canada, or any offshore delivery.	We use a combination of contracted motor carriers and freight forwarders to deliver shipments destined for locations such as (but not limited to) Alaska, Hawaii, American Samoa, and Puerto Rico. We also have dozens of carriers already under contract that participate in delivering all modes of freight across the Canadian provinces. We have extensive import/export experience and an expansive logistics group available to assist Sourcewell Members. Toter is able to involve outside logistic companies to participate in shipping by freight hauler/common carrier, subcontracted off-loading, assembly, installation and distribution as required by Member needs and demands. We will evaluate each order as a unique opportunity and consider the Members' order volume and location. Note that Freight: Cost of shipping/delivery shall be paid by the End User. Calculations of the freight/delivery charges will be based on prevailing rates at the time of quote and included on the quote as a separate line item. This cost will not include the 2% Administrative Fee.	*
60	Describe any unique distribution and/or delivery methods or options offered in your proposal.	Toter has the ability to meet unique customer needs with Driver Assistance (truck driver moves product to the entrance/exit of 53' truck for customer to remove off the trailer), lift gates (to meet special circumstances with no dock, etc.), combined loads (multi-stop capability to drop at up to 3 locations close together). For our Pro Products and individual customer orders (".COM" customers), we provide drop ship delivery. Obtained over decades, we have experience in the field delivering the assets to their final location -- a resident's dwelling. We offer all types of delivery, to include alley, curbside, up-to-door and special location deliveries per requirements of customers. We recognize that no two projects are alike and that every customer could have specific needs. That allows us to be flexible to meet those specific needs. We do this by thoroughly vetting the customer scope of work. In simple terms, "What are you trying to accomplish and what challenges do you foresee"? We believe that Data is King? Being able to discuss the project, with the customer, and to understand the data, allows us to customize our services to provide the best experience! We do not provide "cookie cutter" services, we provide solutions. Toter offers the industry's best and most unique delivery option, Fully Factory Assembled or "Ready to Roll". Member agencies can forget about missing parts, lack of available labor to assemble carts, and other normal assembly related issues. Because Toter carts nest when fully assembled, neat and safe stacks of 6 fully assembled carts high make the work of Public Works and Solid Waste Managers easier and more predictable. For member agencies who want to pay less freight per cart, our standard shipment of carts "2/3rd's Assembled" means that the only assembly is attaching the wheels after carts are delivered to member locations. Then the cost savings of Nestability kicks in as up to three (3) times as many fully assembled Toter carts will fit on a city delivery truck as compared to any other brand (none are fully Nestable).	*

Table 12: Pricing Offered

Line Item	The Pricing Offered in this Proposal is: *	Comments
61	c. better than the Proposer typically offers to GPOs, cooperative procurement organizations, or state purchasing departments.	Except as otherwise contractually obligated.

Table 13: Audit and Administrative Fee

Line Item	Question	Response *
62	Specifically describe any self-audit process or program that you plan to employ to verify compliance with your proposed Contract with Sourcewell. This process includes ensuring that Sourcewell participating entities obtain the proper pricing, that the Vendor reports all sales under the Contract each quarter, and that the Vendor remits the proper administrative fee to Sourcewell.	Toter discusses needs with the Sourcewell Member to identify solutions and generate a quote that includes the Sourcewell logo and Contract number/information of reference. Once the Member's Purchase Order is received, Toter enters the order coded as a "Sourcewell" sale into Macola, or order system. Quarterly, a report is generated from the order system and spot checked for accuracy by comparing to quotes from our Salesforce application to ensure the order was coded appropriately and included in the reporting.
63	Identify a proposed administrative fee that you will pay to Sourcewell for facilitating, managing, and promoting the Sourcewell Contract in the event that you are awarded a Contract. This fee is typically calculated as a percentage of Vendor's sales under the Contract or as a per-unit fee; it is not a line-item addition to the Member's cost of goods. (See the RFP and template Contract for additional details.)	Toter is proposing a 2% administrative fee that is calculated and included in the contract dollar amount for products listed in our pricing section. Please note that freight costs will not be included in this fee.

Table 14A: Depth and Breadth of Offered Equipment Products and Services

Line Item	Question	Response *
64	Provide a detailed description of the equipment, products, and services that you are offering in your proposal.	Toter, LLC is a Wastequip brand which is a manufacturer and marketer of high-quality plastic containers and related products, solely dedicated to the waste industry for residential, hauler, industrial, commercial and retail accounts. We are dedicated to the waste industry, not manufacturing for any other industry. Our products are built to last and manufactured using our Advanced Rotational Molding process, which results in "Built for Extremes" stronger, more durable products than those from injection-molded manufacturers. Our containers are categorized into two areas: RESIDENTIAL PRODUCTS AND SOLUTIONS - primarily for municipalities/government entities for waste collection. We "cart" entire cities, counties, townships, parishes, and regions with carts for refuse, recycling, organics, yard waste and other specialized needs. We offer the options and features to customize containers, and when combined with the advantages of Toter carts, our customers have successful waste programs. We also offer the options and services solutions to round out the customers' programs, with lifters to mount onto collection vehicles, special recycling lid features, and a seemingly endless list of available options, based on our long-term and current experience with customer needs. PRO PRODUCTS AND SOLUTIONS - primarily for industrial, commercial and institutional customers, we have designed containers and end-to-end solutions designed to safely and efficiently collect, transport and dispose of waste and recyclables. Our containers and waste handling equipment offer end-to-end solutions designed for educational, healthcare, food service, manufacturing, hospitality, convention centers, stadiums, public spaces, facility management, retail (back of house), construction, and more! For all our offerings, we specialize in consulting with our customers to create customized products and solutions, considering waste streams, volume, staffing, layout, footprint, flow, environmental requirements and storage limitations. Unlike competitors who may sell off-the-shelf products,, we specialize in consulting with our customers to create customized waste management solutions. We also offer technology solutions identified in later questions within this platform. Specific to Toter Residential Products and Solutions, we offer a wide range of services: Receiving and Unloading: Receive the loads as they arrive from Toter, per a predetermined ship schedule, then unload the stacks of carts and arrange them on the customer site by size and waste stream, if applicable. Assembly: Assemble the stacks of carts in preparation of delivery to the resident address listing, or for storage, as determined in the scope of work meetings. Assembled carts will be stacked according to size and waste stream, if applicable. Distribution: Distribution of carts to the service area residents as predetermined during scope of work meetings. Carts will generally be placed at the curbside of the appropriate address, unless special attention is called out during the scope meetings. Data Collection - Record Serial Numbers: Serial numbers of the cart delivered to a specific address will be recorded to the address listing provided

		by the customer. This will assist customers in tracking their assets in the field. Upon completion of the project, we will provide customers with a completed address listing showing the appropriate serial number of the cart delivered to each address. This will be done when a single cart per address is delivered, as well as when multiple carts and streams are delivered to a single address. When project is complete, customer will have the most up to date data on assets and where they are located. Data Collection - RFID Scanning: RFID tags will be scanned, to the address listing provided by the customer per each cart delivered and associated to that particular address. When RFID tags are scanned as a delivery method, the following data will also be collected: RFID tag number, Serial Number, time stamp, and geo coordinates. This will assist customer in tracking their assets in the field. Upon completion of the project, we will provide customer with the completed address listing showing the appropriate data set of the cart delivered to each address. This will be done when single cart per address is delivered, as well as, when multiple carts and streams are delivered to an address. When project is complete, customer will have the most up to date data on assets and where they are located. Sticker/Label Application: A customer provided sticker/label will be applied to the cart/container as described in scope of work. This can be done on new project where all new carts receive label/sticker prior to distribution. Or, labels can be applied to carts that were previously in the field. Old Cart Retrieval: Old carts may be retrieved and brought back to the customer site for either future use or disposal (recycling). This service can be provided in conjunction with new cart deliveries to ensure no disruption of waste services. Additional items can be contracted: sorting of old carts to specifications, disassembly of carts to be recycled, loading of carts to be recycled onto trailers for transport to recycler. We would manage the whole process to provide a seamless solution for retrieval and disposal of any old carts. Route Audits: Route auditing service could include: auditing service levels, auditing income, route ID verification, waste characterization, lid flips, contamination material ID, etc. We would determine your route auditing needs and provide a plan and the associated crews to complete that plan. At the end of the project, the customer would have a cleansed route and all associated data points required to adequately understand those routes and how it is affecting their business. Commercial Bin Delivery: Delivery of commercial bin (FEL's and REL's) to all associated commercial addresses. Receiving of commercial bins and assembling commercial bins is also offered. Just as with the residential deliveries, a scope of work will be established to provide a comprehensive solution to your commercial bin needs. Commercial Bin Exchange: Exchange of commercial bins (FEL's and REL's) for all associated commercial addresses. This service provides delivery of new bins and removal of old bins at the same time. Receiving of commercial bins and assembling commercial bins is also offered. Just as with the residential deliveries, a scope of work will be established to provide a comprehensive solution to your commercial bin needs. Cart Maintenance: Cart Maintenance Services are offered to provide a seamless solution for all of the customer cart maintenance needs. From new deliveries, cart removals, cart repairs, and more, we provide piece of mind that all resident requests will be fulfilled within the agreed upon service level agreement. We provide inventory level management to ensure that you always have assets to keep each resident with the appropriate carts for waste disposal. Assist in managing warranty claims, and keeping all carts cleaned and prepped for return to service. Managing all parts associated with the cart inventory ensures a cost savings may be repurposing where appropriate. Having a cart maintenance provider will give you piece of mind and produce a cost savings.	*
65	Within this RFP category there may be subcategories of solutions. List subcategory titles that best describe your products and services.	Please see our answer to Question #64. Additionally, subcategories will address challenges with any customer by providing user-friendly containers to efficiently collect waste, plus subcategories of solutions to provide effective automated collection/transportation/disposal systems/equipment and more. We can assemble, distribute and maintain entire fleets of containers. Container users experience elimination of potential injury and improved productivity with mechanical lifters/dumpers, towing and other options, choosing from a seemingly endless provision of solutions. Our technology assists customers to manage cart fleets and container maintenance and inventory. As a service provider, we are prepared to offer any customized service needed. We realize that the waste industry encounters some interesting opportunities and we are willing to work with each customer to provide a solution to needs as they arise. No job is too Big or too Small!	*

Table 14B: Depth and Breadth of Offered Equipment Products and Services

Indicate below if the listed types or classes of equipment, products, and services are offered within your proposal. Provide additional comments in the text box provided, as necessary.

Line Item	Category or Type	Offered *	Comments
66	Residential-sized refuse and recycling containers, collection bins, dumpsters, and carts of principally non-metallic composition	☒ Yes ☐ No	Toter, LLC is a Wastequip brand which is a manufacturer and marketer of high-quality plastic containers and related products, solely dedicated to the waste industry for residential, hauler, industrial, commercial and retail accounts. We are dedicated to the waste industry, not manufacturing for any other industry. Our products are built to last and manufactured using our Advanced Rotational Molding process, which results in "Built for Extremes" stronger, more durable products than those from injection-molded manufacturers. Our containers are categorized into two areas: Residential Products and Solutions - primarily for municipalities/government entities for waste collection. We "cart" entire cities, counties, townships, parishes, and regions with carts for refuse, recycling, organics, yard waste and other specialized needs. We offer the options and features to customize containers, and when combined with the advantages of Toter carts, our customers have successful waste programs. We also offer the options and services solutions to round out the customers' programs, with lifters to mount onto collection vehicles, special recycling lid features, and a seemingly endless list of available options, based on our long-term and current experience with customer needs. Pro Products and Solutions - primarily for industrial, commercial and institutional customers, we have designed containers and end-to-end solutions designed to safely and efficiently collect, transport and dispose of waste and recyclables. Our containers and waste handling equipment offer end-to-end solutions designed for educational, healthcare, food service, manufacturing, hospitality, convention centers, stadiums, public spaces, facility management, retail (back of house), construction, and more!
67	Commercial and institutional-sized refuse and recycling containers, collection bins, dumpsters, and carts of principally non-metallic composition	☒ Yes ☐ No	Toter, LLC is a Wastequip brand which is a manufacturer and marketer of high-quality plastic containers and related products, solely dedicated to the waste industry for residential, hauler, industrial, commercial and retail accounts. We are dedicated to the waste industry, not manufacturing for any other industry. Our products are built to last and manufactured using our Advanced Rotational Molding process, which results in "Built for Extremes" stronger, more durable products than those from injection-molded manufacturers. Our containers are categorized into two areas: Residential Products and Solutions - primarily for municipalities/government entities for waste collection. We "cart" entire cities, counties, townships, parishes, and regions with carts for refuse, recycling, organics, yard waste and other specialized needs. We offer the options and features to customize containers, and when combined with the advantages of Toter carts, our customers have successful waste programs. We also offer the options and services solutions to round out the customers' programs, with lifters to mount onto collection vehicles, special recycling lid features, and a seemingly endless list of available options, based on our long-term and current experience with customer needs. Pro Products and Solutions - primarily for industrial, commercial and institutional customers, we have designed containers and end-to-end solutions designed to safely and efficiently collect, transport and dispose of waste and recyclables. Our containers and waste handling equipment offer end-to-end solutions designed for educational, healthcare, food service, manufacturing, hospitality, convention centers, stadiums, public spaces, facility management, retail (back of house), construction, and more!
68	Lift and tipping solutions for stationary carts and dumpsters	☒ Yes ☐ No	Toter also offers lift and tipping solutions for attachment to collection vehicles and as stationary units which collect and remove waste from roll carts located at households and commercial properties and buildings.

69	Technology solutions related to the management of, or planning for, collection of refuse and recycling materials from containers of the type described in RFP Section 1. a - b.	☒ Yes ☐ No	Toter offers our technology solutions for cart and container deliveries and the subsequent management of these assets. The combination of a web-based operations management software and a mobile workforce App allows planning and execution of deliveries, work orders and service requests highly efficient. Major features of the technology offering are Assembly & Distribution Management, Inventory Management as well as Solutions to execute services in the field (Work Orders, Service Requests, etc.). This solution also provides data visualization and data reporting tools. The web-based Software solutions covers all required processes for delivery of carts and containers, as well as asset management. In addition to this, Wastequip's technology solution comes with a mobile App and the required Hardware (Scanner with RFID and Barcode Reader) to perform services in the field. Service Verification data can be collection by the means of a truck-mounted RFID System, which delivers positive verification (RFID Reads), GPS Positions as well as date and time information of the service verification. These data are visualized in the web-based platform.
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Table 15: Industry Specific Questions

Line Item	Question	Response *
70	If you are awarded a contract, provide a few examples of internal metrics that will be tracked to measure whether you are having success with the contract.	Toter develops monthly, quarterly and annual targets to drive business to include municipal sales. This is tracked closely to make sure our sales team is proactively working to meet these goals. We will also run quarterly reports specific to sales off the contract to review and compare to prior sales history.
71	Describe your organization's approach to the collection, storage, usage, ownership, and rights of customer data that is gathered in the normal course of business.	Data Collection - We collect data in order to provide our goods and services, to process requests received (including warranty requests), and to provide support. We do not knowingly collect personal information from children under 13 years of age. Additional reasons for data collection may be viewed in our Privacy Policy at www.wastequip.com/privacy-policy. This data may include personally identifiable information such as name, postal address, e-mail address, and telephone number. Information collected automatically by our website or systems may include usage details, IP addresses, browser type, operating system and information collected through cookies, web beacons, and other tracking technologies. Storage - Information you provide to us is stored on our systems using, at a minimum, industry standard data security practices. Any payment transactions are processed through third party providers using SSL and other encryption technology. Data - We use information that we collect, including any personal information to provide information, products, or services that are requested from us. We provide our third-party vendors, service providers, and contractors with information in order to service our accounts or provide repair/warranty services for products purchased from us. Ownership and Rights - Wastequip customers own their own personal data. Wastequip follows all applicable local, state, and federal privacy laws including the California Consumer Privacy Act (CCPA). Customers and others may contact Wastequip at any time to confirm, correct, or delete their personal information provided to us as allowed by applicable law. The above represents a summary of key Privacy Policy terms relevant to Sourcewell's Participating Agencies. Please visit www.wasetquip.com to view our full Privacy Policies.
72	Explain your organization's approach to data protection and access.	We have implemented measures designed to secure personal information and other data from accidental loss and from unauthorized access, use, alteration, and disclosure. Only authorized Wastequip personnel have access to the data on our Wastequip servers. We follow strict procedures to ensure that all data is transmitted between systems securely (HTTPS, TLS, etc.). All Wastequip systems, including servers, firewalls, switches, etc., are updated, secured (physically and logically), and systems are continually monitored to protect against unauthorized access of sensitive data. Any decommissioned hardware is required to have all hard drive wiped in accordance with our policies. Data collected by or provided to Wastequip is shared with Wastequip contractors, service providers, and other third parties when needed or required to fulfill contractual obligations with our customers. We strive to ensure that our third-party providers provide at least the same level of data protection as we do.

73	Describe how your offering encourages increased participation in recycling and diversion programs.	The Recycling Partnership's latest report on the state of curbside recycling shows that cart collection can increase the weight of recyclables collected by almost 30% (pg 18) so purchasing any cart increases recycling participation, improves efficiency for haulers, and fosters single-stream, which is easier for consumers. Curbside recycling programs depend on resident participation, and resident participation depends on education and convenience. Purchasing a Toter cart further improves recycling participation, because Toter's rotomolded carts are more durable. With an ultra-low warranty claim rate of 0.3%, Toter customers rarely encounter issues with our carts. Additionally, Toter customers report an average service life much longer than the 9 years of average service life of competitor carts owned by surveyed entities, dramatically lowering the carbon footprint by longevity alone. Toter carts also feature a best-in-class tilt-to-roll ratio, which means residents can maneuver their Toter cart with ease. With high quality equipment, residents can focus on what to put in their carts, not replacing them or working with faulty equipment. Higher durability and fewer warranty claims mean a lower carbon footprint, but equally important, mean a lower total cost of ownership for municipalities, which can allow municipalities to invest more of their budget in education and outreach programs to improve recycling. Cart colors and graphics are the primary education points for residents. Toter carts are available in a variety of colors that can help distinguish different streams for waste and recyclables. Additionally, Toter offers a variety of options for cart graphics to educate residents about acceptable recyclables. Toter also offers cart colors and sizes for collecting organic waste, and their durability is well-suited to handle heavier food waste.
74	Identify if your offered technology solutions are available through mobile device applications and with what operating systems they are compatible.	Wastequip's technology solutions for Assembly & Distribution as well as Asset Management and Service Verification are available through a web-based Platform and thus are compatible with the majority of modern operating systems. The recommended browsers are GOOGLE CHROME or FIREFOX. In addition to this, the mobile App is available for modern ANDROID Systems. This App is used by crews in the field to perform Work Orders, Service Requests or Deliveries. RFID Scanning requires specific hardware which is available through this contract.
75	Describe any design and manufacturing processes or materials utilized that contribute to product attributes such as longevity, ease of use, safety, or reduced life cycle costs.	Advanced Rotational Molding™ eliminates built-in stress, weakness and brittleness associated with injection molded products, and increases durability. Toter carts are the only rotomolded carts on the market and consistently show up as the most durable. In 2020, we commissioned a survey of more than 100 municipalities and waste haulers and a lifecycle analysis (LCA) of a Toter cart over its entire life, to better understand our carbon footprint and help us set the most impactful goals to reduce our carbon footprint. Toter consistently delivers on durability with customers reporting service life much longer than the 9 years of average service life of competitor carts owned by surveyed entities, dramatically lowering the carbon footprint by longevity alone, plus the added advantage of recycled resin inclusion listed below. Toter's ultra-low warranty claim rate (0.3%), ease of repair and recyclability help reduce the raw material consumption and resources required to produce new carts and ensure that residents are able to use our products with fewer issues. Reducing the amount of virgin resin that we use in manufacturing is one of the most important ways we can lower our environmental impacts. We believe in continuously improving our efficiency with our own scrap material and using recycled material from reliable sources, whether from end-of-life consumer waste or other plastic manufacturers. We also recognize that purchasing recycled content from consumers through curbside (or residential) recycling programs supports the businesses and markets that drive recycling programs providing both economic and environmental benefit to local communities. As we strive to replace virgin resin in our products with as much recycled content as possible while maintaining durability, we are guided by standards and definitions directed by regulations such as 40CFR Part 247 and industry partners like The Recycling Partnership and the Association of Plastic Recyclers: Post Consumer Recycle (PCR) - 40 CFR, 247.3 Definitions: Postconsumer material means a material or finished product that has served its intended use and has been diverted or recovered from waste destined for disposal, having completed its life as a consumer item. Postconsumer material is a part of the broader category of recovered materials. Recovered Materials – 40 CFR, 247.3 Definitions: Recovered materials means waste materials and byproducts which have been recovered or diverted from solid waste, but such term does not include those materials and byproducts generated from, and commonly reused within, an original manufacturing process.

Exceptions to Terms, Conditions, or Specifications Form

Only those Proposer Exceptions to Terms, Conditions, or Specifications that have been accepted by Sourcewell have been incorporated into the contract Text.

Line Item 76. NOTICE: To identify any exception, or to request any modification, to the Sourcewell template Contract terms, conditions, or specifications, a Documents

Ensure your submission document(s) conforms to the following:

1. Documents in PDF format are preferred. Documents in Word, Excel, or compatible formats may also be provided.
2. Documents should NOT have a security password, as Sourcewell may not be able to open the file. It is your sole responsibility to ensure that the uploaded document(s) are not either defective, corrupted or blank and that the documents can be opened and viewed by Sourcewell.
3. Sourcewell may reject any response where any document(s) cannot be opened and viewed by Sourcewell.
4. If you need to upload more than one (1) document for a single item, you should combine the documents into one zipped file. If the zipped file contains more than one (1) document, ensure each document is named, in relation to the submission format item responding to. For example, if responding to the Marketing Plan category save the document as "Marketing Plan."

- [Financial Strength and Stability](#) - Toter Answer #9 - Financial Strength and Stability (4-2021).pdf - Wednesday April 14, 2021 15:18:21
- [Marketing Plan/Samples](#) - Toter Answer #32 - Marketing Samples.pdf - Wednesday April 14, 2021 15:18:37
- WMBE/MBE/SBE or Related Certificates (optional)
- [Warranty Information](#) - Toter Answers #42-#48 - Warranty and Warranty Claims.pdf - Wednesday April 14, 2021 15:18:53
- [Pricing](#) - Toter Price List for Sourcewell 041521 (with Price Adj, Leasingj) 4-15-2021.pdf - Wednesday April 14, 2021 15:19:47
- [Upload Additional Document](#) - Toter Answers #64, #65 - Toter Products.pdf - Wednesday April 14, 2021 15:20:42

Proposer's Affidavit

PROPOSER AFFIDAVIT AND ASSURANCE OF COMPLIANCE

I certify that I am the authorized representative of the Proposer submitting the foregoing Proposal with the legal authority to bind the Proposer to this Affidavit and Assurance of Compliance:

1. The Proposer is submitting this Proposal under its full and complete legal name, and the Proposer legally exists in good standing in the jurisdiction of its residence.
2. The Proposer warrants that the information provided in this Proposal is true, correct, and reliable for purposes of evaluation for contract award.
3. The Proposer, including any person assisting with the creation of this Proposal, has arrived at this Proposal independently and the Proposal has been created without colluding with any other person, company, or parties that have or will submit a proposal under this solicitation; and the Proposal has in all respects been created fairly without any fraud or dishonesty. The Proposer has not directly or indirectly entered into any agreement or arrangement with any person or business in an effort to influence any part of this solicitation or operations of a resulting contract; and the Proposer has not taken any action in restraint of free trade or competitiveness in connection with this solicitation. Additionally, if Proposer has worked with a consultant on the Proposal, the consultant (an individual or a company) has not assisted any other entity that has submitted or will submit a proposal for this solicitation.
4. To the best of its knowledge and belief, and except as otherwise disclosed in the Proposal, there are no relevant facts or circumstances which could give rise to an organizational conflict of interest. An organizational conflict of interest exists when a vendor has an unfair competitive advantage or the vendor's objectivity in performing the contract is, or might be, impaired.
5. The contents of the Proposal have not been communicated by the Proposer or its employees or agents to any person not an employee or legally authorized agent of the Proposer and will not be communicated to any such persons prior to Due Date of this solicitation.
6. If awarded a contract, the Proposer will provide to Sourcewell Participating Entities the equipment, products, and services in accordance with the terms, conditions, and scope of a resulting contract.
7. The Proposer possesses, or will possess before delivering any equipment, products, or services, all applicable licenses or certifications necessary to deliver such equipment, products, or services under any resulting contract.
8. The Proposer agrees to deliver equipment, products, and services through valid contracts, purchase orders, or means that are acceptable to Sourcewell Members. Unless otherwise agreed to, the Proposer must provide only new and first-quality products and related services to Sourcewell Members under an awarded Contract.
9. The Proposer will comply with all applicable provisions of federal, state, and local laws, regulations, rules, and orders.
10. The Proposer understands that Sourcewell will reject RFP proposals that are marked "confidential" (or "nonpublic," etc.), either substantially or in their entirety. Under Minnesota Statutes Section 13.591, subdivision 4, all proposals are considered nonpublic data until the evaluation is complete and a Contract is awarded. At that point, proposals become public data. Minnesota Statutes Section 13.37 permits only certain narrowly defined data to be considered a "trade secret," and thus nonpublic data under Minnesota's Data Practices Act.
11. Proposer its employees, agents, and subcontractors are not:
 1. Included on the "Specially Designated Nationals and Blocked Persons" list maintained by the Office of Foreign Assets Control of the United States Department of the Treasury found at: <https://www.treasury.gov/ofac/downloads/sdnlist.pdf>;
 2. Included on the government-wide exclusions lists in the United States System for Award Management found at: <https://sam.gov/SAM/>; or

3. Presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from programs operated by the State of Minnesota; the United States federal government or the Canadian government, as applicable; or any Participating Entity. Vendor certifies and warrants that neither it nor its principals have been convicted of a criminal offense related to the subject matter of this solicitation.

☒ By checking this box I acknowledge that I am bound by the terms of the Proposer's Affidavit, have the legal authority to submit this Proposal on behalf of the Proposer, and that this electronic acknowledgment has the same legal effect, validity, and enforceability as if I had hand signed the Proposal. This signature will not be denied such legal effect, validity, or enforceability solely because an electronic signature or electronic record was used in its formation. - Laura Hubbard, Director of Municipal Sales, Toter, LLC

The Proposer declares that there is an actual or potential Conflict of Interest relating to the preparation of its submission, and/or the Proposer foresees an actual or potential Conflict of Interest in performing the contractual obligations contemplated in the bid.

☐ Yes ☒ No

The Bidder acknowledges and agrees that the addendum/addenda below form part of the Bid Document.

Check the box in the column "I have reviewed this addendum" below to acknowledge each of the addenda.

File Name	I have reviewed the below addendum and attachments (if applicable)	Pages
Addendum_4_Plastic_Refuse_Recycling_Containers_RFP_041521 Wed March 17 2021 03:40 PM	☒	1
Addendum_3_Plastic_Refuse_Recycling_Containers_RFP_041521 Mon March 8 2021 09:41 AM	☒	1
Addendum_2_Plastic_Refuse_Recycling_Containers_RFP_041521 Fri March 5 2021 04:19 PM	☒	1
Addendum_1_Plastic_Refuse_Recycling_Containers_RFP_041521 Mon March 1 2021 04:31 PM	☒	1

Resolution No. 619-22

Introduced in Council:

Adopted by Council:

March 21, 2022

Introduced by:

Referred to:

Joseph Jenkins

Finance

Resolution No. 619-22 – Authorizing the Mayor or City Manager to purchase pool pumps and chemical dispensers from Endless Summer Aquatics, Inc. in the amount of \$61,170.00 for the Parks and Recreation Department to be installed at the Kanawha City Community Center and the Martin Luther King Jr. Community Center, and to purchase pool chemicals at a set unit costs on an as needed basis based as the result of a competitive bidding process.

Be it Resolved by the Council of the City of Charleston, West Virginia:

That the Mayor or City Manager is authorized to purchase pool pumps and chemical dispensers from Endless Summer Aquatics, Inc. in the amount of \$61,170.00 for the Parks and Recreation Department to be installed at the Kanawha City Community Center and the Martin Luther King Jr. Community Center, and to purchase pool chemicals at a set unit costs on an as needed basis based as the result of a competitive bidding process.

RFP 2022-07 Parks and Recreation Pool Pump, Equipment, and Chemicals
Bid Opening Date 3/11/22

		Endless Summer Aquatics Inc. 7207-C Lockport PL Ironton VA 22079 Rich@endlesssummeraquatics.com	
Item	Quantity	Unit Price	Total Cost
1.1 Pool Pump	2	\$4,350.00	\$8,700.00
1.2.1 Fiberglass reducing strainer 6x4	2	\$3,300.00	\$6,600.00
1.2.2 6x4 reducer concentric fiberglass flanged	2	\$825.00	\$1,650.00
1.1.3 Extra Basket SS 6 inch	2	\$650.00	\$1,300.00
1.2.4 6-inch Pool Pro Valve Gear Operated	4	\$520.00	\$2,080.00
1.2.5 3-inch Pool Pro Valve Gear Operated	2	\$420.00	\$840.00
1.2.6 New PVC Piping, gaskets, and flange hardware	Per Installaton	\$900.00	\$1,800.00
1.3 Installation	1	\$11,000.00	\$11,000.00
3.1 Pulsar Precision Chlorinator	2	\$4,600.00	\$9,200.00
3.2 Pulsar Acid Feeder	2	\$2,200.00	\$4,400.00
3.3 Skid Pack	2	\$1,200.00	\$2,400.00
3.4 BECSys 5 Chemical Controller	2	\$4,100.00	\$8,200.00
3.5 Spin Touch Tester w/ BECS Interface+3:1543:15	2	\$1,500.00	\$3,000.00
Total Project Bid		\$61,170.00	
Local Vendor Preference (4%)		Does Not Qualify	

Unit Cost as Needed Items	Quantity	Unit Price
2.1 Chlorine Tablets: 50-pound containers of Pulsar Briquettes Calcium Hypochlorite for Pulsar Chlorinator	Per 50 lb container	\$140.00
2.2 Chlorine Tablets: 50-Pound Containers Calcium Hypochlorite at One (1) pound tablets, three Inches (3") for PPG N-200 Chlorinator	Per 50 lb container	\$190.00
2.3 Dry Acid: Pulsar acid 4 in one tab for Pulsar Acid Feeder System TM	Each	\$81.00
2.4 Liquid Chlorine: One-gallon containers of sodium hypochlorite	Per gallon container	\$12.00
2.5 Liquid Chlorine: Five-gallon containers of sodium hypochlorite	Per 5 gal	\$24.00
2.6 Liquid Chlorine: Ten-gallon containers of sodium hypochlorite	Per 10 gal	\$48.00
2.7 Sodium Carbonate: 50-pound bags of soda ash	Per 50 lb	\$26.00

Resolution No. 620-22

Introduced in Council:

Adopted by Council:

March 21, 2022

Introduced by:

Referred to:

Joseph Jenkins

Finance

Resolution No. 620-22 - Authorizing the Mayor or City Manager to approve and execute Change Order No. 1 relating to the renovation of office space on the 3rd floor of City Hall, in the amount of \$22,561.56 to address unforeseen conditions discovered after demolition, raising the total contract amount to \$259,561.56 as the pricing details of the change order are indicated on Exhibit A attached hereto.

Be it Resolved by the Council of the City of Charleston, West Virginia:

That the Mayor or City Manager is authorized to approve and execute Change Order No. 1 relating to the renovation of office space on the 3rd floor of City Hall, in the amount of \$22,561.56 to address unforeseen conditions discovered after demolition, raising the total contract amount to \$259,561.56 as the pricing details of the change order are indicated on Exhibit A attached hereto.

CONTRACTOR COST PROPOSAL

SUMMARY SHEET

Project: Charleston Police Department
Contractor: Agsten Construction Company
Proposal Number: 1
Proposal Description: Added work

CONTRACTOR DIRECT COSTS											
Scope Description				Direct Labor				Direct Material		Direct Equipment	
Item No.	Description	Quantity	Qty Units	Direct Labor Hours Per Unit	Total Direct Labor Hours	Hourly Wage Rate, Excl. Taxes & Ins.	Total Labor Cost	Material Cost Per Unit	Total Material Cost	Equipment Cost Per Unit	Total Equipment Cost
A	B	C	D	E	F = C x E	G	H = F x G	I	J = C x I	K	L = C x K
1.01	Demo Wood Framing	615.00	sf	1.00	615.00	\$ 1.00	\$ 615.00	\$ -	\$ -	\$ -	\$ -
1.02	Install New Metal Framing	765.00	sf	1.50	765.00	\$ 1.00	\$ 765.00	\$ 3.00	\$ 2,295.00		\$ -
1.03					0.00		\$ -		\$ -		\$ -
1.04					0.00		\$ -		\$ -		\$ -
1.05					0.00		\$ -		\$ -		\$ -
1.06					0.00		\$ -		\$ -		\$ -
1.07					0.00		\$ -		\$ -		\$ -
1.08					0.00		\$ -		\$ -		\$ -
Subtotal (S/T) Direct Costs:							\$ 1,380.00	Subtotal Mat'l	\$ 2,295.00	Subtotal Equip.	\$ -
Taxes/Insurance:							\$ 331.20	Sales Tax	7.0% \$ 160.65	Sales Tax	7.0% \$ -
Total Direct Costs							\$ 1,711.20	Total Mat'l	\$ 2,455.65	Total Equip.	\$ -

SUBCONTRACT COSTS		
Item No.	Subcontractor Name	Total Cost
2.01	Cornerstone Electric *See Attached	\$ 9,375.00
2.02	Clark Mechanical * See Attached	\$ 6,178.00
2.03		
2.04		
2.05		
2.06		
2.07		
2.08		
2.09		
2.10		
2.11		
Total Subcontract Costs		\$ 15,553.00

SUMMARY		
Item No.	Description	Total Cost
3.01	Total Direct Labor Cost	Item 1.99H \$ 1,711.20
3.02	Total Direct Material Cost	Item 1.99J \$ 2,455.65
3.03	Total Equipment Cost	Item 1.99L \$ -
3.04	Subtotal	3.01+3.02+3.03 \$ 4,166.85
3.05	Overhead and Profit (%)	15.00% \$ 625.03
3.06	Subtotal	3.04+3.05 \$ 4,791.88
3.07	Subcontractor Cost	Item 2.99 \$ 15,553.00
3.08	Markup on Subcontractors (%)	10.00% \$ 1,555.30
3.09	Subtotal	3.06+3.07+3.08 \$ 21,900.18
3.10	Additional Bond Cost	1.00% \$ 219.00
3.11	B&O Tax	2.00% \$ 442.38
3.99	Total Proposal Cost	\$ 22,561.56

Submitted By

Name: Chris Shaw

Signature: 

Title: Project Manager

Date: 3/11/2022



If accepted please add 30 days to the contract

Cornerstone Electric LLC

1956 Lens Creek Road
Hernshaw, WV 25107

WV040693

Office 304-949-9550
Fax 304-949-9552

March 10, 2022

Electrical Proposal Change Order

Attention: Chris Shaw
Agsten Construction

Regarding: CO #1-Non-Compliant NEC Wiring Issues
City Of Charleston-Police Office
501 Virginia Street East
Charleston, WV 25301

Mr. Shaw,
It is our privilege to offer you the following electrical proposal:

Proposal Includes:

Labor & Materials to resolve non-compliant code issues.

- Conduit, Junction Boxes, Conductors, Metal-clad Cable
- Final Connections

Proposal Excludes:

Unforeseen Conditions

Note: This electrical proposal does not remedy all electrical issues within this project space. It does not account for conductors that enter the space through the floor or exit through the ceiling.

Electrical \$ 9,375.00

Proposal is valid for a period of 30 days.

We thank you for this opportunity and look forward to working with you.

David A. Peters

The STONE that the builders rejected has now become the CORNERSTONE.
Psalm 118:22

CLARK MECHANICAL SERVICES
PO Box 2961
CHARLESTON, WV 25330
WV CONTRACTORS LICENSE NO. WV054168

Agsten Construction

3/10/22

Ref: Charleston Police Station RFP

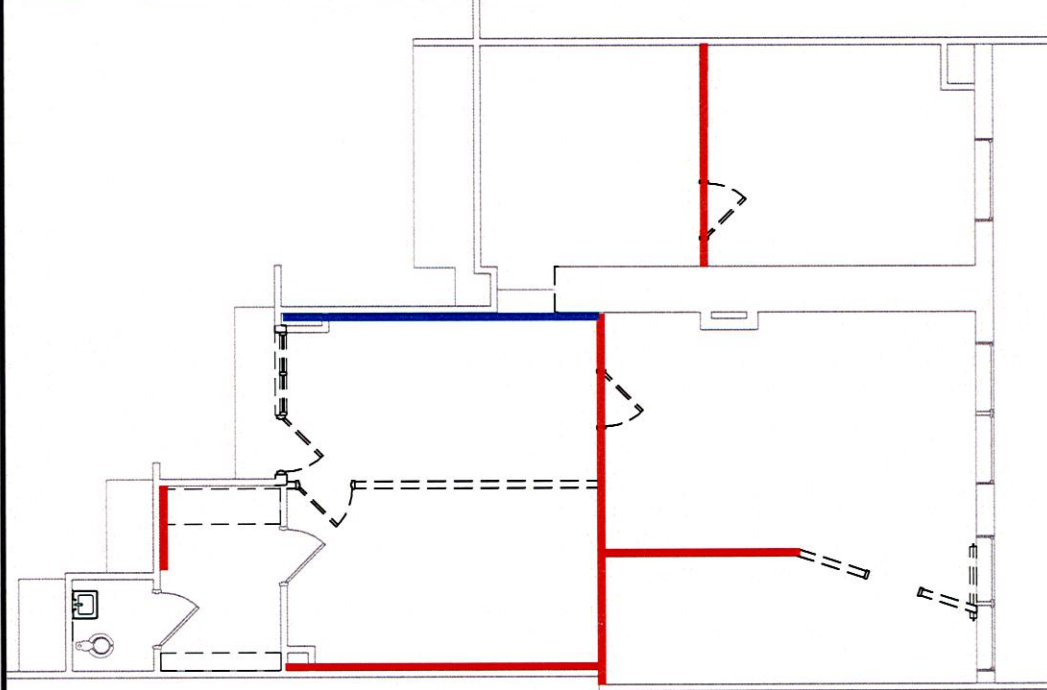
Scope:

- Demo ductwork as shown
- Fabricate and install new internally lined ductwork as shown
- Remove old ductwork from site

Price: \$6,178.00

Thank you
Brian Clark
304-543-3581

- WOOD FRAMING DISCOVERED
— NO EXISTING FRAMING DISCOVERED



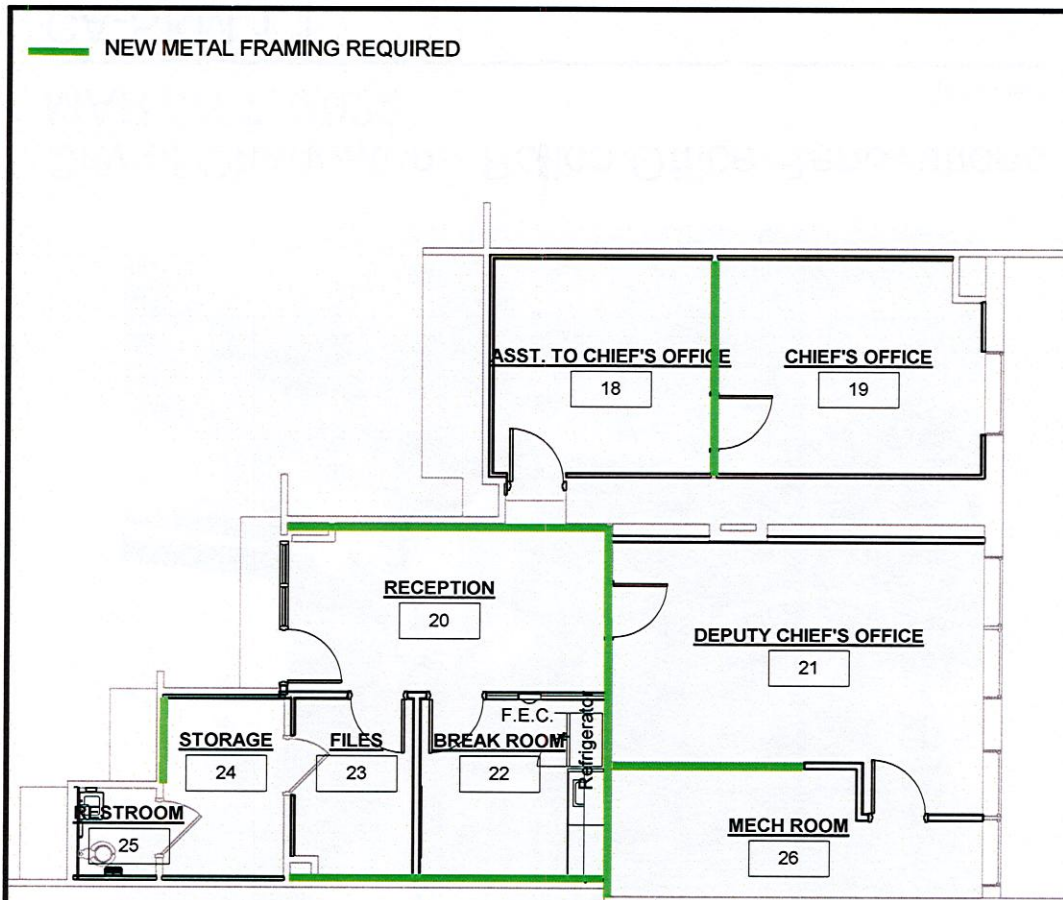
1 EXISTING - WOOD STUDS
CA-SK.1.0 1/8" = 1'-0"

1. UPON REMOVING EXISTING WALL FINISHES, WOOD FRAMING WAS DISCOVERED AS NOTED ABOVE. PER 2015 IBC, WOOD FRAMING IS NOT PERMITTED IN BUILDINGS OF THIS SIZE, TYPE II-A CONSTRUCTION. ADDITIONALLY THE PARTITION FRAMING WAS NOT STRUCTURALLY BRACED AS REQUIRED PER 2015 IBC. THESE UNEXPECTED, NON CONFORMING PARTITIONS WERE DEMOLISHED.
2. UPON REMOVING EXISTING WALL FINISHES, NO FRAMING WAS DISCOVERED AS NOTED ABOVE. WALL FINISHES WERE DIRECTLY ADHERED TO EXISTING MASONRY.

City of Charleston - Police Office Renovations
March 7, 2022

THRASHER

CA-SK.1.1



1 FLOOR PLAN - NEW METAL STUDS

CA-SK.1.1 1/8" = 1'-0"

1. NEW METAL FRAMING IS REQUIRED IN LOCATIONS ILLUSTRATED WHERE EXISTING CONSTRUCTION MATERIALS WERE NONCONFORMING, OR CONDITIONS WERE DISCOVERED TO BE DISTINCTLY DIFFERENT FROM ANTICIPATED CONDITIONS.

City of Charleston - Police Office Renovations
March 7, 2022

THRASHER

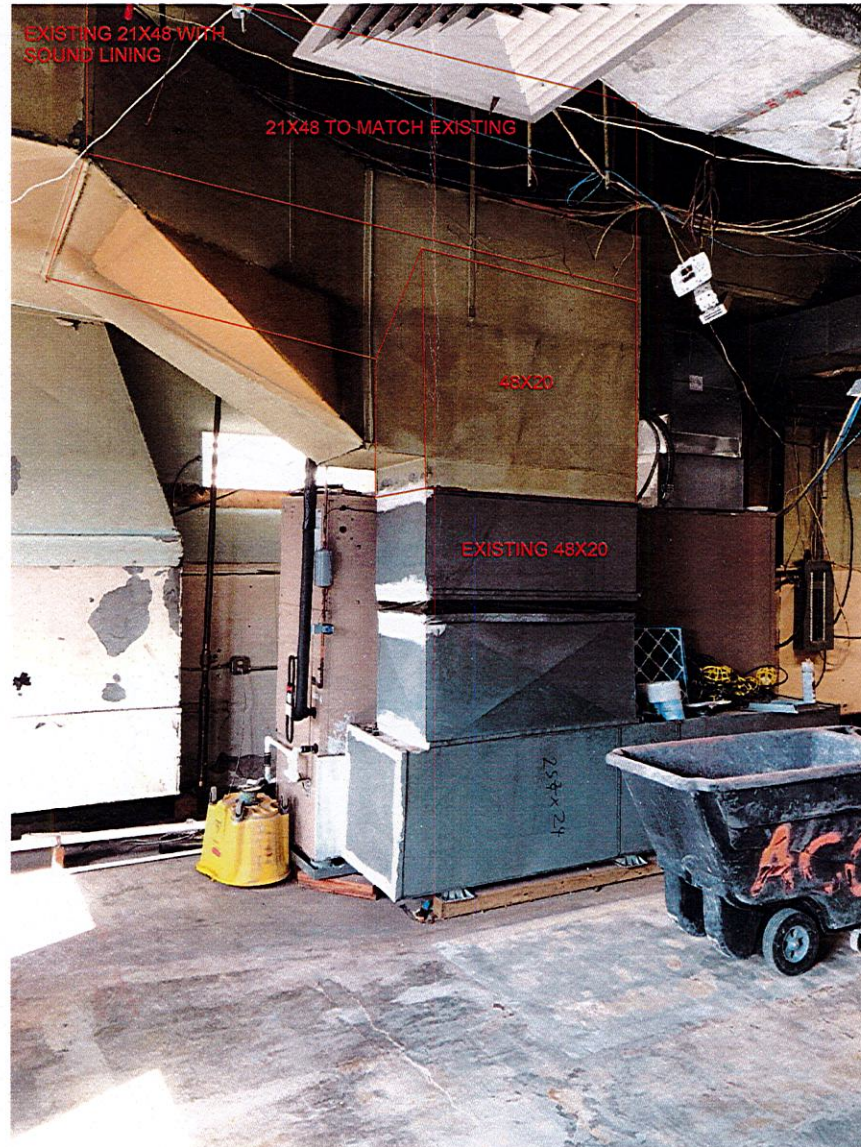
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City of Charleston - Police Office Renovations
MARCH 7, 2022

THRASHER

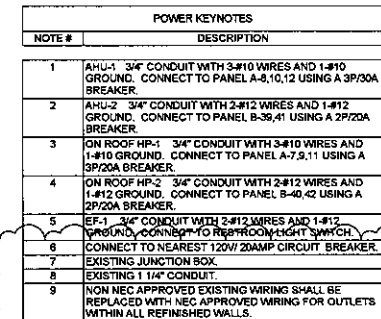
CA-SKM 1.1



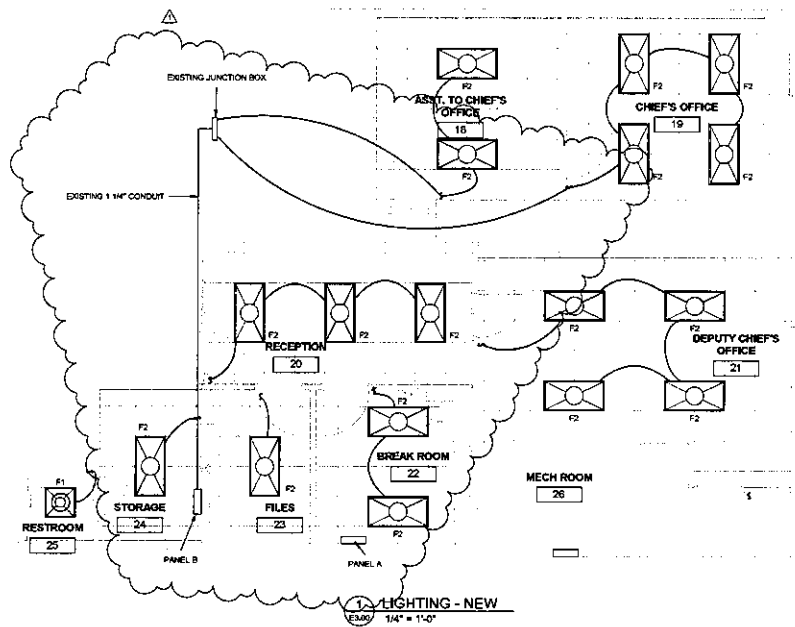
City of Charleston - Police Office Renovations
MARCH 7, 2022

THRASHER

CA-SKM 1.1



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THRASHER
800 WHITE OAKS BLVD.
P.O. BOX 940
BRIDGEPORT, WV 25330
P (304) 624-1108
F (304) 624-7801
www.thrashergrp.com

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City of Charleston - Police Office Renovations
501 Virginia Street East Charleston, WV 25301
Charleston City Hall
Bidding Documents
November 5, 2021

OWNER: ACC. DATE: November 1, 2021
DESIGNED: T10 DATE: November 1, 2021
APPROVED: T10 DATE: November 1, 2021

PROJECT No. 110-0010

LIGHTING PLAN

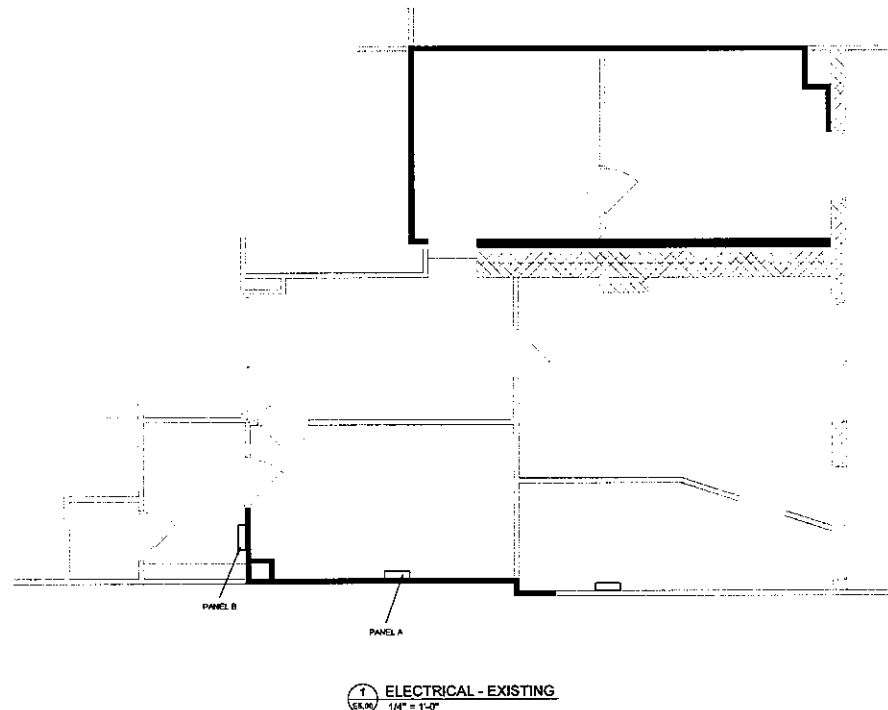
SHEET No.

E3.00

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WILLIAM T. B. LESTER (Lecturer)

DRAWN: JOC DATE: 05/04/02
CHECKED: YTG DATE: 05/08/02
APPROVED: Alexander Dahlquist
PROJECT No. 020-10446
EXISTING ELECTRICAL
BUILT No. E5.00
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Resolution No. 621-22

Introduced in Council:

March 21, 2022

Adopted by Council:

Introduced by:

Joseph Jenkins

Referred to:

Finance

Resolution No. 621-22 – Authorizing the approval of Amendment No. 7 of the FY 2021 – 2022 General Fund Budget as indicated on the attached list of accounts.

Be it Resolved by the Council of the City of Charleston, West Virginia:

That Amendment No. 7 of the FY 2021 – 2022 General Fund Budget as indicated on the attached list of accounts is approved.

General Fund FY 2021-2022 Budget Amendment No. 7 - March 21, 2022

Account No.	Department	Account Description	Amount
001 410 00 000 1 106	City Council	PERS	9,167
001 699 00 000 5 598	Contingency	Contingency	(9,167)

To increase the Council budget for PERS to allow for the purchase of retroactive service credit for a nonparticipating councilmember who has recently elected to participate in PERS.

Reportable: To Maintain compliance with the budgetary guidelines of the State of West Virginia

Resolution No. 622-22

Introduced in Council:

Adopted by Council:

March 21, 2022

Introduced by:

Referred to:

Joseph Jenkins

Finance Committee

Resolution No. 622-22 - Approving the Official Municipal Budget Document for the Fiscal Year 2022-2023, as proposed and included as Exhibit A hereto, inclusive of the Municipal Levy Rates Estimate for Current Expenses and Excess Levy purposes.

Be it Resolved by the Council of the City of Charleston, West Virginia:

That the Official Municipal Budget Document for the Fiscal Year 2021-2023, as proposed and included as Exhibit A hereto, inclusive of the Municipal Levy Rates Estimate for Current Expenses and Excess Levy purposes is approved.

City of Charleston

MUNICIPAL BUDGET

July 1, 2022 - June 30, 2023



General Fund

Presented to City Council

March 7, 2022

(adjustments made post presentation highlighted)

AMY SHULER GOODWIN, MAYOR

City of Charleston MUNICIPAL BUDGET July 1, 2022 - June 30, 2023

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City of Charleston
MUNICIPAL BUDGET
July 1, 2022 - June 30, 2023

Section 1
Summaries

**City of Charleston
Municipal Budget
FY 2023
General Fund Revenue Summary**

Rev. Code	Description	Actual FY 2021	Original FY 2022	FY 2022 YTD Amendments	Current FY 2022	YTD Dec Actual FY 2022	Estimated FY 2023
	Fund Balance		1,000,000	10,346,530	11,346,530		4,000,000
301	Property Taxes	16,841,583	17,000,000		17,000,000	11,080,127	17,300,000
303	Gas & Oil Severance Tax	82,054	75,000		75,000	90,153	100,000
304	Utility Tax	2,711,349	2,700,000		2,700,000	1,268,098	2,700,000
305	Business & Occupation Tax	45,065,926	42,500,000	(1,156,051)	41,343,949	23,211,813	45,160,000
306	Consumer Sales Tax - Liquor	1,034,916	1,000,000		1,000,000	250,672	1,000,000
307	Animal Control	5,219	6,000		6,000	4,931	5,500
308	Hotel Occupancy Tax	1,873,649	2,250,000		2,250,000	1,382,113	2,650,000
309	Amusement Tax	34,325	50,000		50,000	102,674	200,000
320-02	Loading Zone Fees	34,700	25,000		25,000	1,400	25,000
320-06	Property Citations	-	2,000		2,000	-	2,000
325	Licenses	89,972	95,000		95,000	87,637	95,000
326	Building Permits	378,631	350,000		350,000	353,636	400,000
327	Miscellaneous Permits	2,405	5,000		5,000	5,516	5,000
328	Franchise Fees	693,095	675,000		675,000	181,045	650,000
329	Inspection Fees	71,013	70,000		70,000	51,618	70,000
330	IRP Fees	810,108	650,000		650,000	155,431	675,000
335	Liquor & Wine Licenses	42,535	50,000		50,000	42,500	45,000
336	Cemetery Revenues	144,675	130,000		130,000	106,579	150,000
337	Dog Fees	50	100		100	50	100
340	Parks & Recreation	11,392	50,000		50,000	28,376	50,000
341	City Service Fee	7,144,581	7,125,000		7,125,000	3,697,300	7,400,000
345	Rents, Concessions, Leases	599,371	725,000		725,000	502,774	775,000
347	Jail Fees	1,477	2,500		2,500	-	2,500
348	Plan Review Fees	35,382	25,000		25,000	42,449	30,000
352	Fire Protection Fees	2,010,119	1,975,000		1,975,000	996,946	2,025,000
353	Planning - Permit Appl. Fee	7,955	10,000		10,000	2,145	10,000
355	Street Closure Fees	8,952	6,000		6,000	3,679	6,000
362	Processing Fees	325	1,000		1,000	172	500
363-00	Ambulance Levy	3,000,000	3,000,000		3,000,000	1,826,476	3,000,000
363-02	Ambulance Fees	2,579,984	2,500,000		2,500,000	1,135,218	2,700,000
365	Federal Grants	94,909	100,000		100,000	33,234	900,000
366	State Grants	31,500	-		-	-	-
368	Contributions from Others	108,848	240,000	240,010	480,010	65,562	240,000
372	PILOT	96,454	50,000		50,000	-	90,000
376	Gaming Revenue	190,704	185,000		185,000	99,989	200,000
380	Interest	25,199	30,000		30,000	7,451	30,000
383	Sale of Fixed Assets	293,801	250,000		250,000	81,811	250,000
386	Insurance Claims	984,025	50,000	40,000	90,000	718	50,000
387	Election Filing Fees	-	8,000		8,000	-	-
391	Recycling Revenue	12,603	15,000		15,000	12,409	15,000
397	Video Lottery	203,009	175,000		175,000	80,758	200,000
399	Miscellaneous Revenue	1,400,927	150,000		150,000	149,592	150,000
	Taxes, Fees & Permits	88,757,721	84,305,600	(876,041)	83,429,559	47,143,051	89,356,600

**City of Charleston
Municipal Budget
FY 2023
General Fund Revenue Summary**

Rev. Code	Description	Actual FY 2021	Original FY 2022	FY 2022 YTD Amendments	Current FY 2022	YTD Dec Actual FY 2022	Estimated FY 2023
Transfers from Other Funds							
369	Transfers from Other Funds	4,867,134	6,000,000	33,000	6,033,000	3,246,994	5,855,000
369-03	Landfill/Incinerator Fees	3,300,000	3,350,000		3,350,000	900,000	3,500,000
369-06	Municipal Court Fund	290,148	300,000		300,000	99,587	300,000
369-06	Municipal Stabilization	-	1,800,000	(335,093)	1,464,907		3,644,656
369-12	American Rescue Plan			681,834	681,834		250,000
Total Transfers from Other Funds		8,457,281	11,450,000	379,741	11,829,741	4,246,581	13,549,656
Reimbursements and Other							
370	Charges to Other Funds	478,430	420,000		420,000	94,972	420,000
377	Lease Proceeds	996,604	1,811,000	(1,512,150)	298,850	-	-
381	Other Reimbursements	12,192,248	800,000		800,000	47,971	600,000
Total Reimbursements & Other		13,667,282	3,031,000	(1,512,150)	1,518,850	142,943	1,020,000
Total Revenue		110,882,285	98,786,600	(2,008,450)	96,778,150	51,532,575	103,926,256
Total Available			1,000,000	8,338,080	108,124,680	51,532,575	107,926,256

**City of Charleston
Municipal Budget
FY 2023
General Fund Expenditure Summary**

Exp. Code	Description	Actual FY 2021	Original FY 2022	FY 2022 YTD Amendments	Current FY 2022	YTD Dec Actual FY 2022	Proposed FY 2023
	Elected Officials	29	29		29		29
	Regular Employees	726	725	3	728		730
	Total Employees	755	754	3	757		759
Personal Services							
101	Salaries Elected Officials	337,868	352,000		352,000	161,500	352,000
103	Salaries & Wages: Regular	31,594,513	33,192,150	976,061	34,168,211	16,073,739	35,673,045
103	Salaries & Wages: Part-Time	140,554	448,800	33,400	482,200	120,548	482,200
103	Salaries & Wages: Overtime	4,267,939	4,176,491	121,946	4,298,437	2,224,933	4,627,876
103	Salaries & Wages: Non-Elect	36,003,006	37,817,441	1,131,407	38,948,848	18,419,220	40,783,121
	<i>Total Salaries & Wages</i>	<i>36,340,874</i>	<i>38,169,441</i>	<i>1,131,407</i>	<i>39,300,848</i>	<i>18,580,720</i>	<i>41,135,121</i>
104	FICA	1,451,106	1,627,476	56,835	1,684,311	753,729	1,738,847
105	Medical & Life Insurance	14,270,406	14,623,649	22,272	14,645,921	6,523,191	14,871,718
106	Retirement- P.E.R.S.	1,534,625	1,686,568	22,306	1,708,874	767,856	1,614,148
107	Cont. to Uniform Pension	14,432,342	15,810,800	(233,999)	15,576,801	8,770,170	15,900,000
110	Uniform Allowance	220,364	240,250		240,250	211,852	342,900
111	Dental/Optical Insurance	673,827	647,118	1,401	648,519	313,696	716,957
112	Ins. - Employee Contribution	(1,806,393)	(1,757,972)	(3,354)	(1,761,326)	(782,047)	(1,755,706)
	TOTAL PERSONAL SERVICES	67,117,151	71,047,330	996,868	72,044,198	35,139,167	74,563,985
Contractual Services							
211	Telephone	544,740	502,900		502,900	261,392	559,650
212	Printing	583	13,900		13,900	323	12,900
213	Utilities	1,456,163	1,601,700		1,601,700	703,149	1,628,800
214	Travel	13,851	114,256		114,256	31,734	117,356
215	Mtce. & Repair - Bldg/Grnd	90,771	248,500	(45,640)	202,860	80,682	192,500
216	Mtce. & Repair - Equipment	1,027,062	1,295,588		1,295,588	609,102	1,260,710
217	Mtce. & Repair - Auto/Truck	64,355	71,800	6,000	77,800	40,327	21,800
218	Postage	72,320	75,300		75,300	38,666	79,050
219	Building & Equipment Rents	464,498	566,213	5,000	571,213	279,585	570,313
220	Advertising/Legal Publ.	14,485	27,800	500	28,300	17,136	28,300
221	Training	115,060	231,150		231,150	62,862	227,400
222	Dues & Subscriptions	87,746	94,434		94,434	46,781	108,040
223	Professional Services	356,859	608,225	250,000	858,225	189,978	755,225
224	Audit Costs	79,920	83,000		83,000	50,000	85,000
226	Insurance - WC & UC	968,068	747,968	2,976	750,944	452,308	784,047
227	Insurance Liability	907,291	1,025,000		1,025,000	17,610	825,000
229	Court Costs & Damages	1,910,375	400,000	800,000	1,200,000	759,622	500,000
230	Contracted Services	3,420,123	2,536,108	1,151,510	3,687,618	1,629,834	3,265,642
232	Bank Fees	108	100		100	-	150
234	Fire Hydrant Rental	155,886	153,000		153,000	59,304	160,000
237	Other Taxes & Fees	23,690	24,000		24,000	4,997	26,000
239	Fine Supported Training	19,690	-	25,775	25,775	6,000	-
	TOTAL CONTRACTUAL	11,793,644	10,420,942	2,196,121	12,617,063	5,341,392	11,207,883

**City of Charleston
Municipal Budget
FY 2023
General Fund Expenditure Summary**

Exp. Code	Description	Actual FY 2021	Original FY 2022	FY 2022 YTD Amendments	Current FY 2022	YTD Dec Actual FY 2022	Proposed FY 2023
Commodities							
341	Materials & Supplies	2,380,204	2,741,675	414,762	3,156,437	1,131,524	2,940,375
342	Fire Investigation	1,060	2,500		2,500	368	2,500
343	Gas, Oil & Tires	860,416	896,600	200,000	1,096,600	490,212	1,051,600
344	Prisoner Costs	26,277	75,000		75,000	21,857	75,000
345	Uniforms	288,428	310,529	12,400	322,929	105,843	329,775
346	Resale Food	-	10,000		10,000	-	10,000
347	Resale Merchandise	9,104	15,750		15,750	2,513	15,750
351	Athletic Supplies	8,211	12,000		12,000	4,118	12,000
353	Computer Software	-	2,500		2,500	-	500
354	Special Events Supplies	6,569	26,500		26,500	11,067	26,500
356	Fire Prevention	4,575	6,000		6,000	3,218	6,000
358	Commissions	12,085	12,000		12,000	-	12,000
359	Street & Road Treatment	197,900	200,000	200,000	400,000	119,148	200,000
	TOTAL COMMODITIES	3,794,829	4,311,054	827,162	5,138,216	1,889,868	4,682,000
Capital Outlay							
458	C/O - Major Improvements	26,661	-		-	45,948	-
459	C/O - Equipment	2,456,679	2,812,450	1,497,288	4,309,738	483,087	6,231,050
461	C/O - Lease Purch. Payments	2,794,394	2,372,206	(7,206)	2,365,000	1,129,439	1,505,169
	TOTAL CAPITAL OUTLAY	5,277,734	5,184,656	1,490,082	6,674,738	1,658,474	7,736,219
Contributions & Other							
566	Trf. & Cont. to Other Funds	25,480,470	4,973,000	2,918,787	7,891,787	1,111,590	5,696,000
567	Cont. to Other Govt Units	1,056,202	1,056,202		1,056,202	528,101	1,056,202
568	Other Contributions	1,640,512	2,076,500		2,076,500	834,726	2,249,000
572	Interest on Bonds	60,175	49,894		49,894	25,579	38,663
598	Contingency	-	200,272	(90,940)	109,332	-	214,554
671	Principal on Bonds	505,000	465,000		465,000	235,000	480,000
674	Bond Service Charges	1,750	1,750		1,750	-	1,750
	TOTAL CONTRIBUTIONS & OTH.	28,744,109	8,822,618	2,827,847	11,650,465	2,734,996	9,736,169
	TOTAL EXPENDITURES	116,727,467	99,786,600	8,338,080	108,124,680	46,763,897	107,926,256

**City of Charleston
Municipal Budget
FY 2023
Coal Severence Fund**

Rev. Code	Description	Actual FY 2021	Original FY 2022	FY 2022 YTD Amendments	Current FY 2022	YTD Dec Actual FY 2022	Estimated FY 2023
	Fund Balance		20,000	9,286	29,286	29,287	20,000
310	Coal Severence Tax	96,809	80,000		80,000	35,243	80,000
380	Interest	-	25		25	-	-
Total Available		96,809	100,025	9,286	109,311	64,530	100,000

Exp. Code	Description	Actual FY 2021	Original FY 2022	FY 2022 YTD Amendments	Current FY 2022	YTD Dec Actual FY 2022	Estimated FY 2023
566	Trf. & Cont. to Other Funds	89,982	100,000	9,286	109,286	63,588	100,000

City of Charleston
Municipal Budget
FY 2023
General Fund
Summary of Transfers, Support, and Contributions

Exp. Code	Receiving Organization/Entity	Actual FY 2021	Original FY 2022	FY 2022 YTD Amendments	Current FY 2022	Proposed FY 2023
566	Trf. & Cont. to Other Funds					
	General Maintenance Fund	1,285,000	-	535,000	535,000	535,000
	Facilities Maintenance Fund	610,000	-	610,000	610,000	610,000
	City Service Fee Capital Projects Fund	4,067,547	3,000,000		3,000,000	3,000,000
	Public Arts Grant Fund	30,000	30,000		30,000	30,000
	Stadium Maintenance Fund	25,000	25,000		25,000	25,000
	Cemetery Endowment Fund	15,700	18,000		18,000	18,000
	Municipal Stabilization Fund	15,825,000	-		-	-
	IT Infrastructure Fund	500,000	-	550,000	550,000	-
	Tourism & Promotions Fund	-	-	300,000	300,000	-
	Business & Economic Incentives Fund	750,000	-	323,787	323,787	-
	Community Participation Grant Program	-	-		-	-
	Beautification Commission Fund	-	-	100,000	100,000	-
	Green Initiatives Fund	-	-	250,000	250,000	-
	Sidewalk Improvement Program Fund	-	-	250,000	250,000	-
	Charleston Civic Center (support)	2,372,223	1,900,000		1,900,000	1,478,000
	Total Trf. & Cont. to Other Funds	25,480,470	4,973,000	2,918,787	7,891,787	5,696,000
567	Cont. to Other Govt Units					
	Kanawha-Charleston Health Department	100,000	100,000		100,000	100,000
	Library	956,202	956,202		956,202	956,202
	Total Cont. to Other Govt Units	1,056,202	1,056,202	-	1,056,202	1,056,202
568	Other Contributions					
	Mayors Discretionary Contributions	16,520	35,000		35,000	35,000
	Mayors Economic Incentives	203,816	290,000		290,000	290,000
	Kanawha-Charleston Humane Association	60,000	60,000		60,000	60,000
	Charleston Leadership Council on Public Safety	-	2,000		2,000	2,000
	Charleston Main Street, Inc.	75,000	75,000		75,000	75,000
	Convention & Visitors Bureau (Hotel/Motel Tax)	929,568	1,125,000		1,125,000	1,325,000
	Fund for the Arts	70,000	70,000		70,000	70,000
	Charleston Area Alliance	100,000	100,000		100,000	100,000
	WV Symphony	10,000	15,000		15,000	15,000
	Capitol Market	-	20,000		20,000	20,000
	Festivals:	185,590	284,500	-	284,500	257,000
	July 4th Celebration	35,590	75,000		75,000	50,000
	Festivall	150,000	150,000		150,000	150,000
	Chili Cookoff	-	2,500		2,500	-
	Green Chili Cookoff	-	2,000		2,000	2,000
	MultiFest	-	25,000		25,000	25,000
	Rod Run & Doo Wop	-	30,000		30,000	30,000
	Total Other Contributions	1,650,495	2,361,000	-	2,076,500	2,506,000
	Total Transfers, Support, and Contributions	28,187,167	8,390,202	2,918,787	11,024,489	9,258,202

**City of Charleston
MUNICIPAL BUDGET
July 1, 2022 - June 30, 2023**

Section 2

Pay Grade Schedules

City of Charleston
Municipal Budget
FY 2023
Table of Civilian Pay Grades

Grade	Annual Minimum	Annual Maximum	Hourly Minimum	Hourly Maximum
001	Mayor	125,000		
002	City Council	7,000		
003	City Treasurer	18,000		
004	Municipal Judge	40,000		
005	Appointed Part Time Clerks	35,000		
104	24,040	40,560	11.56	19.50
105	25,242	42,481	12.14	20.42
106	26,504	44,498	12.74	21.39
107	27,829	46,616	13.38	22.41
108	29,220	48,840	14.05	23.48
109	30,681	51,175	14.75	24.60
110	32,215	53,627	15.49	25.78
111	33,826	56,201	16.26	27.02
112	35,517	58,904	17.08	28.32
113	37,293	61,742	17.93	29.68
114	39,158	64,722	18.83	31.12
115	41,116	67,851	19.77	32.62
116	43,172	71,137	20.76	34.20
117	45,330	74,587	21.79	35.86
119	49,977	81,647	24.03	39.25
120	52,476	85,380	25.23	41.05
121	55,099	89,299	26.49	42.93
123	60,747	97,734	29.21	46.99
124	63,784	102,271	30.67	49.17
125	66,973	107,035	32.20	51.46
126	70,322	112,036	33.81	53.86
127	73,838	117,288	35.50	56.39
128	77,458	122,803	37.24	59.04
129	81,081	128,593	38.98	61.82
130	84,885	134,672	40.81	64.75
132	93,073	147,759	44.75	71.04
135	106,956	169,946	51.42	81.70
139	128,928	205,062	61.98	98.59

City of Charleston
Municipal Budget
FY 2023
Police Wage Progression Schedule

Yrs. Of Service	Patrolman Hourly	Corporal Hourly	Sergeant Hourly	Lieutenant Hourly	Captain Hourly
0	23.151	24.621	26.465	28.634	31.094
1	23.151	24.687	26.531	28.700	31.160
2	23.217	24.753	26.597	28.766	31.226
3	23.283	24.819	26.663	28.832	31.292
4	23.349	24.885	26.729	28.898	31.358
5	23.415	24.951	26.795	28.964	31.424
6	23.481	25.017	26.861	29.030	31.490
7	23.547	25.083	26.927	29.096	31.556
8	23.613	25.149	26.993	29.162	31.622
9	23.679	25.215	27.059	29.228	31.688
10	23.745	25.281	27.125	29.294	31.754
11	23.811	25.347	27.191	29.360	31.820
12	23.877	25.413	27.257	29.426	31.886
13	23.943	25.479	27.323	29.492	31.952
14	24.009	25.545	27.389	29.558	32.018
15	24.075	25.611	27.455	29.624	32.084
16	24.141	25.677	27.521	29.690	32.150
17	24.207	25.743	27.587	29.756	32.216
18	24.273	25.809	27.653	29.822	32.282
19	24.339	25.875	27.719	29.888	32.348
20	24.405	25.941	27.785	29.954	32.414
21	24.471	26.007	27.851	30.020	32.480
22	24.537	26.073	27.917	30.086	32.546
23	24.603	26.139	27.983	30.152	32.612
24	24.669	26.205	28.049	30.218	32.678
25	24.735	26.271	28.115	30.284	32.744
26	24.801	26.337	28.181	30.350	32.810
27	24.867	26.403	28.247	30.416	32.876
28	24.933	26.469	28.313	30.482	32.942
29	24.999	26.535	28.379	30.548	33.008
30	25.065	26.601	28.445	30.614	33.074

Each Patrol Officer receives an additional \$1.00 per hour when working night shift.

City of Charleston
Municipal Budget
FY 2023
Fire/EMT 8 Hour Shift

Yrs. Of Service	Firefighter Hourly	Lieutenant Hourly	Captain Hourly	Asst Chief Hourly
0	20.917	23.551	25.395	30.024
1	20.983	23.617	25.461	30.090
2	21.049	23.683	25.527	30.156
3	21.116	23.750	25.594	30.223
4	21.182	23.816	25.660	30.289
5	21.248	23.882	25.726	30.355
6	21.315	23.949	25.793	30.422
7	21.381	24.015	25.859	30.488
8	21.447	24.081	25.925	30.554
9	21.514	24.148	25.992	30.621
10	21.580	24.214	26.058	30.687
11	21.646	24.280	26.124	30.753
12	21.713	24.347	26.191	30.820
13	21.779	24.413	26.257	30.886
14	21.845	24.479	26.323	30.952
15	21.912	24.546	26.390	31.019
16	21.978	24.612	26.456	31.085
17	22.044	24.678	26.522	31.151
18	22.111	24.745	26.589	31.218
19	22.177	24.811	26.655	31.284
20	22.243	24.877	26.721	31.350
21	22.310	24.944	26.788	31.417
22	22.376	25.010	26.854	31.483
23	22.443	25.077	26.921	31.550
24	22.509	25.143	26.987	31.616
25	22.575	25.209	27.053	31.682
26	22.642	25.276	27.120	31.749
27	22.708	25.342	27.186	31.815
28	22.774	25.408	27.252	31.881
29	22.841	25.475	27.319	31.948
30	22.907	25.541	27.385	32.014

City of Charleston
Municipal Budget
FY 2023
Fire/EMT Advanced 8 Hour Shift

Yrs. Of Service	Firefighter Hourly	Lieutenant Hourly	Captain Hourly	Asst Chief Hourly
0	21.494	24.128	25.972	30.601
1	21.560	24.194	26.038	30.667
2	21.627	24.261	26.105	30.734
3	21.693	24.327	26.171	30.800
4	21.759	24.393	26.237	30.866
5	21.826	24.460	26.304	30.933
6	21.892	24.526	26.370	30.999
7	21.958	24.592	26.436	31.065
8	22.025	24.659	26.503	31.132
9	22.091	24.725	26.569	31.198
10	22.157	24.791	26.635	31.264
11	22.224	24.858	26.702	31.331
12	22.290	24.924	26.768	31.397
13	22.357	24.991	26.835	31.464
14	22.423	25.057	26.901	31.530
15	22.489	25.123	26.967	31.596
16	22.556	25.190	27.034	31.663
17	22.622	25.256	27.100	31.729
18	22.688	25.322	27.166	31.795
19	22.755	25.389	27.233	31.862
20	22.821	25.455	27.299	31.928
21	22.887	25.521	27.365	31.994
22	22.954	25.588	27.432	32.061
23	23.020	25.654	27.498	32.127
24	23.086	25.720	27.564	32.193
25	23.153	25.787	27.631	32.260
26	23.219	25.853	27.697	32.326
27	23.285	25.919	27.763	32.392
28	23.352	25.986	27.830	32.459
29	23.418	26.052	27.896	32.525
30	23.484	26.118	27.962	32.591

Each certified EMT-Advanced receives \$1,200 annually in addition to the rank & service rate. This table reflects that pay.

**City of Charleston
Municipal Budget
FY 2023
Fire/Paramedic 8 Hour Shift**

Yrs. Of Service	Firefighter Hourly	Lieutenant Hourly	Captain Hourly	Asst Chief Hourly
0	22.071	24.705	26.549	31.178
1	22.137	24.771	26.615	31.244
2	22.204	24.838	26.682	31.311
3	22.270	24.904	26.748	31.377
4	22.336	24.970	26.814	31.443
5	22.403	25.037	26.881	31.510
6	22.469	25.103	26.947	31.576
7	22.535	25.169	27.013	31.642
8	22.602	25.236	27.080	31.709
9	22.668	25.302	27.146	31.775
10	22.734	25.368	27.212	31.841
11	22.801	25.435	27.279	31.908
12	22.867	25.501	27.345	31.974
13	22.934	25.568	27.412	32.041
14	23.000	25.634	27.478	32.107
15	23.066	25.700	27.544	32.173
16	23.133	25.767	27.611	32.240
17	23.199	25.833	27.677	32.306
18	23.265	25.899	27.743	32.372
19	23.332	25.966	27.810	32.439
20	23.398	26.032	27.876	32.505
21	23.464	26.098	27.942	32.571
22	23.531	26.165	28.009	32.638
23	23.597	26.231	28.075	32.704
24	23.663	26.297	28.141	32.770
25	23.730	26.364	28.208	32.837
26	23.796	26.430	28.274	32.903
27	23.862	26.496	28.340	32.969
28	23.929	26.563	28.407	33.036
29	23.995	26.629	28.473	33.102
30	24.061	26.695	28.539	33.168

Each certified Paramedic receives \$2,400 annually in addition to the rank & service rate. This table reflects that pay.

City of Charleston
Municipal Budget
FY 2023
Fire/EMT 24 Hour Shift

Yrs. Of Service	Firefighter Hourly	Lieutenant Hourly	Captain Hourly	Asst Chief Hourly
0	17.075	19.225	20.730	24.509
1	17.129	19.279	20.784	24.563
2	17.183	19.333	20.838	24.617
3	17.237	19.387	20.892	24.671
4	17.292	19.442	20.947	24.726
5	17.346	19.496	21.001	24.780
6	17.400	19.550	21.055	24.834
7	17.454	19.604	21.109	24.888
8	17.508	19.658	21.163	24.942
9	17.562	19.712	21.217	24.996
10	17.617	19.767	21.272	25.051
11	17.671	19.821	21.326	25.105
12	17.725	19.875	21.380	25.159
13	17.779	19.929	21.434	25.213
14	17.833	19.983	21.488	25.267
15	17.887	20.037	21.542	25.321
16	17.941	20.091	21.596	25.375
17	17.996	20.146	21.651	25.430
18	18.050	20.200	21.705	25.484
19	18.104	20.254	21.759	25.538
20	18.158	20.308	21.813	25.592
21	18.212	20.362	21.867	25.646
22	18.266	20.416	21.921	25.700
23	18.321	20.471	21.976	25.755
24	18.375	20.525	22.030	25.809
25	18.429	20.579	22.084	25.863
26	18.483	20.633	22.138	25.917
27	18.537	20.687	22.192	25.971
28	18.591	20.741	22.246	26.025
29	18.646	20.796	22.301	26.080
30	18.700	20.850	22.355	26.134

EMT receives an additional \$1.00 per hour when riding ambulance.

City of Charleston
Municipal Budget
FY 2023
Fire/EMT Advanced 24 Hour Shift

Yrs. Of Service	Firefighter Hourly	Lieutenant Hourly	Captain Hourly	Asst Chief Hourly
0	17.546	19.696	21.201	24.980
1	17.600	19.750	21.255	25.034
2	17.654	19.804	21.309	25.088
3	17.708	19.858	21.363	25.142
4	17.763	19.913	21.418	25.197
5	17.817	19.967	21.472	25.251
6	17.871	20.021	21.526	25.305
7	17.925	20.075	21.580	25.359
8	17.979	20.129	21.634	25.413
9	18.033	20.183	21.688	25.467
10	18.088	20.238	21.743	25.522
11	18.142	20.292	21.797	25.576
12	18.196	20.346	21.851	25.630
13	18.250	20.400	21.905	25.684
14	18.304	20.454	21.959	25.738
15	18.358	20.508	22.013	25.792
16	18.413	20.563	22.068	25.847
17	18.467	20.617	22.122	25.901
18	18.521	20.671	22.176	25.955
19	18.575	20.725	22.230	26.009
20	18.629	20.779	22.284	26.063
21	18.683	20.833	22.338	26.117
22	18.738	20.888	22.393	26.172
23	18.792	20.942	22.447	26.226
24	18.846	20.996	22.501	26.280
25	18.900	21.050	22.555	26.334
26	18.954	21.104	22.609	26.388
27	19.008	21.158	22.663	26.442
28	19.062	21.212	22.717	26.496
29	19.117	21.267	22.772	26.551
30	19.171	21.321	22.826	26.605

Each certified EMT-Advanced receives \$1,200 annually in addition to the rank & service rate. This table reflects that pay.
EMT Advanced receives an additional \$2.00 per hour when riding ambulance.

City of Charleston
Municipal Budget
FY 2023
Fire/Paramedic 24 Hour Shift

Yrs. Of Service	Firefighter Hourly	Lieutenant Hourly	Captain Hourly	Asst Chief Hourly
0	18.017	20.167	21.672	25.451
1	18.071	20.221	21.726	25.505
2	18.125	20.275	21.780	25.559
3	18.179	20.329	21.834	25.613
4	18.234	20.384	21.889	25.668
5	18.288	20.438	21.943	25.722
6	18.342	20.492	21.997	25.776
7	18.396	20.546	22.051	25.830
8	18.450	20.600	22.105	25.884
9	18.504	20.654	22.159	25.938
10	18.559	20.709	22.214	25.993
11	18.613	20.763	22.268	26.047
12	18.667	20.817	22.322	26.101
13	18.721	20.871	22.376	26.155
14	18.775	20.925	22.430	26.209
15	18.829	20.979	22.484	26.263
16	18.884	21.034	22.539	26.318
17	18.938	21.088	22.593	26.372
18	18.992	21.142	22.647	26.426
19	19.046	21.196	22.701	26.480
20	19.100	21.250	22.755	26.534
21	19.154	21.304	22.809	26.588
22	19.209	21.359	22.864	26.643
23	19.263	21.413	22.918	26.697
24	19.317	21.467	22.972	26.751
25	19.371	21.521	23.026	26.805
26	19.425	21.575	23.080	26.859
27	19.479	21.629	23.134	26.913
28	19.533	21.683	23.188	26.967
29	19.588	21.738	23.243	27.022
30	19.642	21.792	23.297	27.076

Each certified Paramedic receives \$2,400 annually in addition to the rank & service rate. This table reflects that pay.
Paramedic receives an additional \$3.00 per hour when riding ambulance.

**City of Charleston
MUNICIPAL BUDGET
July 1, 2022 - June 30, 2023**

Section 3

Department Staffing

**City of Charleston
Municipal Budget
FY 2023
General Fund**

Authorized Full Time Positions

409-00 Mayor's Office		FY 2022 Current Approved
Title	FLSA/Paygrade	FTE
Mayor	E/001	1
Sr. Assistant to Mayor	E/127	1
Assistant to Mayor	E/119	1
Total		3

409-00 Mayor's Office		FY 2023 Proposed
Title	FLSA/Paygrade	FTE
Mayor	E/001	1
Sr. Assistant to Mayor	E/127	1
Assistant to Mayor	E/119	1
Total		3

409-02 CARE Office		FY 2022 Current Approved
Title	FLSA/Paygrade	FTE
CARE Coordinator	E/115	1
QRT Project Coordinator	E/114	1
Mental Health Coordinator	E/114	1
Outreach Coordinator	E/114	1
QRT Peer Support	E/114	1
Total		5

409-02 CARE Office		FY 2023 Proposed
Title	FLSA/Paygrade	FTE
CARE Coordinator	E/115	1
QRT Project Coordinator	E/114	1
Mental Health Coordinator	E/114	1
Outreach Coordinator	E/114	1
QRT Peer Support	E/114	1
Total		5

410-00 City Council		FY 2022 Current Approved
Title	FLSA/Paygrade	FTE
Council Member	E/002	26
Total		26

410-00 City Council		FY 2023 Proposed
Title	FLSA/Paygrade	FTE
Council Member	E/002	26
Total		26

412-00 City Manager		FY 2022 Current Approved
Title	FLSA/Paygrade	FTE
City Manager	E/139	1
Director of Finance	E/132	1
Director of Purchasing	E/123	1
Budget Officer - Public Safety	E/121	1
Assistant to the City Manager	E/119	1
Grant Coordinator	N-COMP/112	2
Administrative Assistant I	N-COMP/109	1
Total		8

412-00 City Manager		FY 2023 Proposed
Title	FLSA/Paygrade	FTE
City Manager	E/139	1
Director of Finance	E/132	1
Director of Purchasing	E/123	1
Budget Officer - Public Safety	E/121	1
Assistant to the City Manager	E/119	1
Grant Coordinator	N-COMP/112	2
Administrative Assistant I	N-COMP/109	1
Total		8

413-00 City Treasurer		FY 2022 Current Approved
Title	FLSA/Paygrade	FTE
City Treasurer	E/121	1
Assistant Treasurer	N-COMP/116	1
Treasury Technician	N-COMP/113	1
Total		3

413-00 City Treasurer		FY 2023 Proposed
Title	FLSA/Paygrade	FTE
City Treasurer	E/121	1
Assistant Treasurer	N-COMP/116	1
Treasury Technician	N-COMP/113	1
Total		3

**City of Charleston
Municipal Budget
FY 2023
General Fund**

Authorized Full Time Positions

414-00 City Collector		FY 2022 Current Approved
Title	FLSA/Paygrade	FTE
City Collector	E/125	1
Taxpayer Services Manager	E/119	1
Compliance Manager	E/119	1
Tax Compliance - Contract	N-COMP/115	1
Senior Audit Technician	N-COMP/116	1
Audit Technician	N-COMP/115	4
Administrative Assistant II	N-COMP/114	3
Chief Cashier	N-COMP/110	1
Accounting Clerk	N-OT/106	1
Total		14

414-00 City Collector		FY 2023 Proposed
Title	FLSA/Paygrade	FTE
City Collector	E/125	1
Taxpayer Services Manager	E/119	1
Compliance Manager	E/119	1
Small Business Liaison	E/119	1
Tax Compliance - Contract	N-COMP/115	1
Senior Audit Technician	N-COMP/116	1
Audit Technician	N-COMP/115	4
Administrative Assistant II	N-COMP/114	4
Chief Cashier	N-COMP/110	1
Accounting Clerk	N-OT/106	1
Total		16

415-00 City Clerk		FY 2022 Current Approved
Title	FLSA/Paygrade	FTE
City Clerk	N-COMP/005	1
Council Clerk	N-COMP/114	1
Administrative Assistant II	N-COMP/114	1
Total		3

415-00 City Clerk		FY 2023 Proposed
Title	FLSA/Paygrade	FTE
City Clerk	N-COMP/005	1
Council Clerk	N-COMP/114	1
Administrative Assistant II	N-COMP/114	1
Total		3

416-00 Municipal Court		FY 2022 Current Approved
Title	FLSA/Paygrade	FTE
Municipal Judge	E/004	1
Chief Deputy Clerk	E/117	1
Municipal Court Clerk	N-COMP/005	1
Deputy Clerk	N-OT/109	3
Assistant Deputy Clerk	N-OT/108	2
Total		8

416-00 Municipal Court		FY 2023 Proposed
Title	FLSA/Paygrade	FTE
Municipal Judge	E/004	1
Chief Deputy Clerk	E/117	1
Municipal Court Clerk	N-COMP/005	1
Deputy Clerk	N-OT/109	3
Assistant Deputy Clerk	N-OT/108	2
Total		8

417-00 Legal		FY 2022 Current Approved
Title	FLSA/Paygrade	FTE
City Attorney	E/135	1
Assistant. City Attorney	E/125	2
Senior Staff Associate	E/119	1
Legal Assistant	N-COMP/112	1
Total		5

417-00 Legal		FY 2023 Proposed
Title	FLSA/Paygrade	FTE
City Attorney	E/135	1
Assistant. City Attorney	E/125	2
Senior Staff Associate	E/119	1
Legal Assistant	N-COMP/112	1
Total		5

**City of Charleston
Municipal Budget
FY 2023
General Fund**

Authorized Full Time Positions

418-00 Accounting FY 2022 Current Approved		
Title	FLSA/Paygrade	FTE
City Auditor	E/128	1
Assistant City Auditor	E/124	1
Accountant - Senior	N-COMP/116	1
Accountant	N-COMP/115	1
Accounting Technician	N-COMP/113	1
Total		5

418-00 Accounting FY 2023 Proposed		
Title	FLSA/Paygrade	FTE
City Auditor	E/128	1
Assistant City Auditor	E/124	1
Accountant - Senior	N-COMP/116	1
Accountant	N-COMP/115	1
Accounting Technician	N-COMP/113	1
Total		5

420-00 Engineering FY 2022 Current Approved		
Title	FLSA/Paygrade	FTE
City Engineer	E/127	1
Assistant City Engineer	E/125	1
Landfill Engineer	E/123	1
Field Engineer	E/123	1
Design Technician	N-COMP/114	1
Surveyor	N-COMP/117	1
Engineering Inspection Tech.	N-COMP/114	1
Total		7

420-00 Engineering FY 2023 Proposed		
Title	FLSA/Paygrade	FTE
City Engineer	E/127	1
Assistant City Engineer	E/125	1
Landfill Engineer	E/123	1
Field Engineer	E/123	1
Design Technician	N-COMP/114	1
Surveyor	N-COMP/117	1
Engineering Inspection Tech.	N-COMP/114	1
Total		7

420-01 Engineering - Stormwater FY 2022 Current Approved		
Title	FLSA/Paygrade	FTE
MS4 General Permit Manager	E/124	1
MS4 Permit Compliance Spec.	N-COMP/116	1
Total		2

420-01 Engineering - Stormwater FY 2023 Proposed		
Title	FLSA/Paygrade	FTE
MS4 General Permit Manager	E/124	1
MS4 Permit Compliance Spec.	N-COMP/116	1
Total		2

421-00 MOECD FY 2022 Current Approved		
Title	FLSA/Paygrade	FTE
Dir. of Community & Eco. Dev.	E/129	1
Program Manager	N-COMP/119	1
Housing Program Supervisor	N-COMP/119	1
Grants Specialist	N-COMP/114	1
Housing Program Coord.	N-COMP/116	1
Housing Applications Coord.	N-COMP/112	1
Administrative Assistant I	N-COMP/109	1
Total		7

421-00 MOECD FY 2023 Proposed		
Title	FLSA/Paygrade	FTE
Dir. of Community & Eco. Dev.	E/129	1
Program Manager	N-COMP/119	1
Housing Program Supervisor	N-COMP/119	1
Grants Specialist	N-COMP/114	1
Housing Program Coord.	N-COMP/116	1
Housing Applications Coord.	N-COMP/112	1
Administrative Assistant I	N-COMP/109	1
Total		7

**City of Charleston
Municipal Budget
FY 2023
General Fund**

Authorized Full Time Positions

422-00 Human Resources		FY 2022 Current Approved
Title	FLSA/Paygrade	FTE
Director of Human Resources	E/129	1
Assistant Director HR	E/121	1
Payroll Administrator	N-COMP/119	1
Safety Coordinator	N-COMP/116	1
Benefits Coordinator	N-COMP/116	1
HR Coordinator	N-COMP/115	1
Administrator Assistant I	N-COMP/109	1
Total		7

422-00 Human Resources		FY 2023 Proposed
Title	FLSA/Paygrade	FTE
Director of Human Resources	E/129	1
Assistant Director HR	E/121	1
Payroll Administrator	N-COMP/119	1
Safety Coordinator	N-COMP/116	1
Benefits Coordinator	N-COMP/116	1
HR Coordinator	N-COMP/115	1
Administrator Assistant I	N-COMP/109	1
Total		7

431-00 Mail Room		FY 2022 Current Approved
Title	FLSA/Paygrade	FTE
Office Support Specialist	N-OT/107	1
Total		1

431-00 Mail Room		FY 2023 Proposed
Title	FLSA/Paygrade	FTE
Office Support Specialist	N-OT/107	1
Total		1

436-00 Building Commission		FY 2022 Current Approved
Title	FLSA/Paygrade	FTE
Building Commissioner	E/126	1
Deputy Building Code Official	N-COMP/119	1
Building Inspector	N-COMP/115	2
Property and Mtce. Inspector	N-COMP/114	7
Permit Coordinator	N-COMP/114	1
Permit Technician	N-COMP/109	1
Total		13

436-00 Building Commission		FY 2023 Proposed
Title	FLSA/Paygrade	FTE
Building Commissioner	E/126	1
Deputy Building Code Official	N-COMP/119	1
Building Inspector	N-COMP/115	2
Property and Mtce. Inspector	N-COMP/114	7
Permit Coordinator	N-COMP/114	1
Permit Technician	N-COMP/109	1
Total		13

437-00 Planning		FY 2022 Current Approved
Title	FLSA/Paygrade	FTE
Director of Planning	E/129	1
Planner	N-COMP/119	3
Plans Reviewer II	N-COMP/119	1
Zoning Compliance Technician	N-COMP/116	2
Planning Specialist	N-COMP/116	1
Total		8

437-00 Planning		FY 2023 Proposed
Title	FLSA/Paygrade	FTE
Director of Planning	E/129	1
Planner	N-COMP/119	3
Plans Reviewer II	N-COMP/119	1
Zoning Compliance Technician	N-COMP/116	2
Planning Specialist	N-COMP/116	1
Total		8

**City of Charleston
Municipal Budget
FY 2023
General Fund**

Authorized Full Time Positions

439-00 Information Systems		FY 2022 Current Approved
Title	FLSA/Paygrade	FTE
IT Operations/Projects Mngr.	E/124	1
GIS Manager	E/123	1
Apps. & Reporting Analyst	E/121	1
Network Administrator	E/119	4
Electronic Media Specialist	E/119	1
Info. Services Coordinator	E/113	1
PC Technician	E/113	1
Total		10

439-00 Information Systems		FY 2023 Proposed
Title	FLSA/Paygrade	FTE
IT Operations/Projects Mngr.	E/124	1
GIS Manager	E/123	1
Apps. & Reporting Analyst	E/121	1
Network Administrator	E/119	4
Electronic Media Specialist	E/119	1
Info. Services Coordinator	E/113	1
PC Technician	E/113	1
Total		10

440-00 General Services		FY 2022 Current Approved
Title	FLSA/Paygrade	FTE
Electrician	N-COMP/112	1
HVAC Technician	N-COMP/111	1
Carpenter	N-OT/110	4
Maintenance Foreman	N-OT/108	1
Maintenance Worker	N-OT/107	2
Custodian	N-OT/104	3
Total		12

440-00 General Services		FY 2023 Proposed
Title	FLSA/Paygrade	FTE
Electrician	N-OT/112	1
HVAC Technician	N-COMP/111	1
Carpenter	N-OT/110	4
Maintenance Foreman	N-OT/108	1
Maintenance Worker	N-OT/107	2
Custodian	N-OT/104	2
Total		11

442-01 Constituent Services		FY 2022 Current Approved
Title	FLSA/Paygrade	FTE
Communications Specialist	E/119	1
Senior Special Events Coordinator	N-OT/114	1
Constituent Services Assistant	N-COMP/109	2
Total		4

442-01 Constituent Services		FY 2023 Proposed
Title	FLSA/Paygrade	FTE
Communications Specialist	E/119	1
Senior Special Events Coordinator	N-OT/114	1
Constituent Services Assistant	N-COMP/109	2
Total		4

500-00 Morris Square		FY 2022 Current Approved
Title	FLSA/Paygrade	FTE
Custodian	N-OT/104	1
Total		1

500-00 Morris Square		FY 2023 Proposed
Title	FLSA/Paygrade	FTE
Custodian	N-OT/104	2
Total		2

566-00 Public Works		FY 2022 Current Approved
Title	FLSA/Paygrade	FTE
Director of Public Works	E/132	1
Administrative Assistant I	N-OT/109	2
Total		3

566-00 Public Works		FY 2023 Proposed
Title	FLSA/Paygrade	FTE
Director of Public Works	E/132	1
Administrative Assistant I	N-OT/109	2
Total		3

**City of Charleston
Municipal Budget
FY 2023
General Fund**

Authorized Full Time Positions

567-00 Public Grounds		FY 2022 Current Approved
Title	FLSA/Paygrade	FTE
Deputy Director Public Grounds	E/121	1
Grounds Crew Leader	N-OT/113	1
Tree Trimmer	N-OT/109	2
Heavy Equipment Operator	N-OT/108	2
Small Engine Mechanic	N-OT/108	1
Tree Crew Leader	N-OT/113	1
Custodian	N-OT/104	1
Grounds Maintenance Worker	N-OT/104	17
Total		26

567-00 Public Grounds		FY 2023 Proposed
Title	FLSA/Paygrade	FTE
Deputy Director Public Grounds	E/121	1
Grounds Crew Leader	N-OT/113	1
Tree Trimmer	N-OT/109	2
Heavy Equipment Operator	N-OT/108	2
Small Engine Mechanic	N-OT/108	1
Tree Crew Leader	N-OT/113	1
Custodian	N-OT/104	1
Grounds Maintenance Worker	N-OT/104	17
Total		26

567-01 Public Grounds - Carriage Trail		FY 2022 Current Approved
Title	FLSA/Paygrade	FTE
Trail Specialist	N-OT/106	1
Grounds Maintenance Worker	N-OT/104	1
Total		2

567-01 Public Grounds - Carriage Trail		FY 2023 Proposed
Title	FLSA/Paygrade	FTE
Trail Specialist	N-OT/106	1
Grounds Maintenance Worker	N-OT/104	1
Total		2

700-00 Police - Uniformed		FY 2022 Current Approved
Title	FLSA/Paygrade	FTE
Police Chief	E/132	1
Uniformed Members	var	172
Total		173

700-00 Police - Uniformed		FY 2023 Proposed
Title	FLSA/Paygrade	FTE
Police Chief	E/132	1
Uniformed Members	var	172
Total		173

700-01 Police - Civilian		FY 2022 Current Approved
Title	FLSA/Paygrade	FTE
Assistant to the Chief	E/119	1
Domestic Violence Coordinator	N-COMP/113	1
Animal Control Officer	N-COMP/110	2
Police Supply Technician	N-OT/107	1
Evidence Technician	N-OT/110	1
Office Support Specialist	N-OT/107	16
Administrative Assistant I	N-COMP/109	1
Total		23

700-01 Police - Civilian		FY 2023 Proposed
Title	FLSA/Paygrade	FTE
Assistant to the Chief	E/119	1
Domestic Violence Coordinator	N-COMP/113	1
Animal Control Officer	N-COMP/110	2
Police Supply Technician	N-OT/107	1
Evidence Technician	N-OT/110	1
Office Support Specialist	N-OT/107	16
Administrative Assistant I	N-COMP/109	1
Total		23

**City of Charleston
Municipal Budget
FY 2023
General Fund**

Authorized Full Time Positions

706-00 Fire - Uniformed			FY 2022 Current Approved
Title	FLSA/Paygrade		FTE
Fire Chief	E/132		1
Uniformed Members	var		168
		Total	169

706-00 Fire - Uniformed			FY 2023 Proposed
Title	FLSA/Paygrade		FTE
Fire Chief	E/132		1
Uniformed Members	var		168
		Total	169

706-00 Fire - Civilian			FY 2022 Current Approved
Title	FLSA/Paygrade		FTE
Assistant to the Chief	E/119		1
Office Support Specialist	N-OT/107		1
		Total	2

706-00 Fire - Civilian			FY 2023 Proposed
Title	FLSA/Paygrade		FTE
Assistant to the Chief	E/119		1
Office Support Specialist	N-OT/107		1
		Total	2

712-00 Traffic Engineering			FY 2022 Current Approved
Title	FLSA/Paygrade		FTE
Director - Traffic Operations	E/119		1
Traffic Signal Crew Leader	N-OT/113		1
Traffic Signal Specialist	N-OT/110		3
Traffic Sign Crew Leader	N-OT/113		1
Traffic Sign Specialist	N-OT/108		3
Administrative Assistant I	N-OT/109		1
		Total	10

712-00 Traffic Engineering			FY 2023 Proposed
Title	FLSA/Paygrade		FTE
Director - Traffic Operations	E/119		1
Traffic Signal Crew Leader	N-OT/113		1
Traffic Signal Specialist	N-OT/110		3
Traffic Sign Crew Leader	N-OT/113		1
Traffic Sign Specialist	N-OT/108		3
Administrative Assistant I	N-OT/109		1
		Total	10

716-00 Homeland Security			FY 2022 Current Approved
Title	FLSA/Paygrade		FTE
Dir. of Emergency Mgmt	E/129		1
		Total	1

716-00 Homeland Security			FY 2023 Proposed
Title	FLSA/Paygrade		FTE
Dir. of Emergency Mgmt.	E/129		1
		Total	1

750-00 Streets			FY 2022 Current Approved
Title	FLSA/Paygrade		FTE
Director of Street	E/121		1
Operations Manager	E/116		1
Street Crew Leader	N-OT/113		9
Welder	N-OT/111		1
Heavy Equipment Operator	N-OT/108		17
Dispatcher	N-OT/106		4
Truck Driver	N-OT/107		18
Street Maintenance Worker	N-OT/104		21
		Total	72

750-00 Streets			FY 2023 Proposed
Title	FLSA/Paygrade		FTE
Director of Street	E/121		1
Operations Manager	E/116		1
Street Crew Leader	N-OT/113		9
Welder	N-OT/111		1
Heavy Equipment Operator	N-OT/108		17
Dispatcher	N-OT/106		4
Truck Driver	N-OT/107		18
Street Maintenance Worker	N-OT/104		21
		Total	72

**City of Charleston
Municipal Budget
FY 2023
General Fund**

Authorized Full Time Positions

754-00 Equipment Maintenance		FY 2022 Current Approved
Title	FLSA/Paygrade	FTE
Dep. Dir. of Fleet Services	E/121	1
Vehicle Mtce Crew Leader	N-OT/113	3
Service Writer	N-OT/108	1
Mechanic	N-OT/111	12
Inventory Technician	N-OT/106	1
Total		18

754-00 Equipment Maintenance		FY 2023 Proposed
Title	FLSA/Paygrade	FTE
Dep. Dir. of Fleet Services	E/121	1
Vehicle Mtce Crew Leader	N-OT/113	3
Service Writer	N-OT/108	1
Mechanic	N-OT/111	12
Inventory Technician	N-OT/106	1
Total		18

800-00 Refuse & Recycling		FY 2022 Current Approved
Title	FLSA/Paygrade	FTE
Deputy Director of Refuse	E/121	1
Supervisor - Sanitation Services	E/116	1
Sanitation Crew Leader	N-OT/113	3
Sanitation Driver	N-OT/107	25
Sanitation Worker	N-OT/105	36
Total		66

800-00 Refuse & Recycling		FY 2023 Proposed
Title	FLSA/Paygrade	FTE
Deputy Director of Refuse	E/121	1
Supervisor - Sanitation Services	E/116	1
Sanitation Crew Leader	N-OT/113	3
Sanitation Driver	N-OT/107	25
Sanitation Worker	N-OT/105	36
Total		66

900-00 Parks & Recreation		FY 2022 Current Approved
Title	FLSA/Paygrade	FTE
Dir. of Parks and Recreation	E/129	1
Manager Leisure Services	E/119	1
Maintenance Manager	E/119	1
Recreation Facilities Manager	E/119	1
Program Coordinator	N-COMP/113	6
Neighborhood Center Mngr.	N-COMP/112	1
Assistant Program Coordinator	N-OT/107	3
Office Support Specialist	N-OT/107	1
Parks and Rec Crew Leader	N-OT/113	2
Maintenance Worker	N-OT/107	6
Parks Maintenance Worker	N-OT/104	3
Custodian	N-OT/104	5
Total		31

900-00 Parks & Recreation		FY 2023 Proposed
Title	FLSA/Paygrade	FTE
Dir. of Parks and Recreation	E/129	1
Manager Leisure Services	E/119	1
Maintenance Manager	E/119	1
Recreation Facilities Manager	E/119	1
Program Coordinator	N-COMP/113	6
Neighborhood Center Mngr.	N-COMP/112	1
Assistant Program Coordinator	N-OT/107	3
Office Support Specialist	N-OT/107	1
Parks and Rec Crew Leader	N-OT/113	2
Maintenance Worker	N-OT/107	6
Parks Maintenance Worker	N-OT/104	3
Custodian	N-OT/104	5
Total		31

**City of Charleston
Municipal Budget
FY 2023
General Fund**

Authorized Full Time Positions

906-01 Office of Public Art		FY 2022 Current Approved
Title	FLSA/Paygrade	FTE
Director of Public Art	E/119	1
Total		1

906-01 Office of Public Art		FY 2023 Proposed
Title	FLSA/Paygrade	FTE
Director of Public Art	E/119	1
Total		1

952-00 Spring Hill Cemetery		FY 2022 Current Approved
Title	FLSA/Paygrade	FTE
Superintendent	E/116	1
Business Manager	E/114	1
Cemetery Crew Leader	N-OT/113	1
Grounds Maintenance Worker	N-OT/104	4
Office Support Specialist	N-OT/107	1
Total		8

952-00 Spring Hill Cemetery		FY 2023 Proposed
Title	FLSA/Paygrade	FTE
Superintendent	E/119	1
Business Manager	E/114	1
Cemetery Crew Leader	N-OT/113	1
Grounds Maintenance Worker	N-OT/104	4
Office Support Specialist	N-OT/107	1
Total		8

TOTAL POSITIONS	757
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TOTAL POSITIONS	759
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**City of Charleston
Municipal Budget
FY 2022
General Fund**

Salaries & Wages

409-00 Mayor's Office		FY 2022 Current Approved
Pay Type	Amount	
Elected Wages & Salaries	125,000	
Regular Wages & Salaries	177,210	
Irregular Part Time (IPT)	-	
Overtime	-	
Tool Allowance	-	
Total	302,210	

409-00 Mayor's Office		FY 2023 Approved
Pay Type	Amount	
Elected Wages & Salaries	125,000	
Regular Wages & Salaries	188,910	
Irregular Part Time (IPT)	-	
Overtime	-	
Tool Allowance	-	
Total	313,910	

409-02 CARE Office		FY 2022 Current Approved
Pay Type	Amount	
Elected Wages & Salaries	-	
Regular Wages & Salaries	265,704	
Irregular Part Time (IPT)	-	
Overtime	-	
Tool Allowance	-	
Total	265,704	

409-02 CARE Office		FY 2023 Approved
Pay Type	Amount	
Elected Wages & Salaries	-	
Regular Wages & Salaries	270,158	
Irregular Part Time (IPT)	-	
Overtime	-	
Tool Allowance	-	
Total	270,158	

410-00 City Council		FY 2022 Current Approved
Pay Type	Amount	
Elected Wages & Salaries	169,000	
Regular Wages & Salaries	-	
Irregular Part Time (IPT)	-	
Overtime	-	
Tool Allowance	-	
Total	169,000	

410-00 City Council		FY 2023 Approved
Pay Type	Amount	
Elected Wages & Salaries	169,000	
Regular Wages & Salaries	-	
Irregular Part Time (IPT)	-	
Overtime	-	
Tool Allowance	-	
Total	169,000	

412-00 City Manager		FY 2022 Current Approved
Pay Type	Amount	
Elected Wages & Salaries	-	
Regular Wages & Salaries	543,948	
Irregular Part Time (IPT)	-	
Overtime	-	
Tool Allowance	-	
Total	543,948	

412-00 City Manager		FY 2023 Approved
Pay Type	Amount	
Elected Wages & Salaries	-	
Regular Wages & Salaries	594,659	
Irregular Part Time (IPT)	-	
Overtime	-	
Tool Allowance	-	
Total	594,659	

**City of Charleston
Municipal Budget
FY 2022
General Fund**

Salaries & Wages

413-00 City Treasurer FY 2022 Current Approved	
Pay Type	Amount
Elected Wages & Salaries	18,000
Regular Wages & Salaries	113,772
Irregular Part Time (IPT)	19,000
Overtime	-
Tool Allowance	-
Total	150,772

413-00 City Treasurer FY 2023 Approved	
Pay Type	Amount
Elected Wages & Salaries	18,000
Regular Wages & Salaries	115,237
Irregular Part Time (IPT)	9,000
Overtime	-
Tool Allowance	-
Total	142,237

414-00 City Collector FY 2022 Current Approved	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	680,933
Irregular Part Time (IPT)	-
Overtime	-
Tool Allowance	-
Total	680,933

414-00 City Collector FY 2023 Approved	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	799,804
Irregular Part Time (IPT)	-
Overtime	-
Tool Allowance	-
Total	799,804

415-00 City Clerk FY 2022 Current Approved	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	130,804
Irregular Part Time (IPT)	-
Overtime	-
Tool Allowance	-
Total	130,804

415-00 City Clerk FY 2023 Approved	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	137,315
Irregular Part Time (IPT)	-
Overtime	-
Tool Allowance	-
Total	137,315

416-00 Municipal Court FY 2022 Current Approved	
Pay Type	Amount
Elected Wages & Salaries	40,000
Regular Wages & Salaries	254,761
Irregular Part Time (IPT)	18,000
Overtime	23,520
Tool Allowance	-
Total	336,281

416-00 Municipal Court FY 2023 Approved	
Pay Type	Amount
Elected Wages & Salaries	40,000
Regular Wages & Salaries	269,701
Irregular Part Time (IPT)	18,000
Overtime	25,166
Tool Allowance	-
Total	352,867

**City of Charleston
Municipal Budget
FY 2022
General Fund**

Salaries & Wages

417-00 Legal	FY 2022 Current Approved
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	388,059
Irregular Part Time (IPT)	-
Overtime	-
Tool Allowance	-
Total	388,059

417-00 Legal	FY 2023 Approved
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	413,629
Irregular Part Time (IPT)	-
Overtime	-
Tool Allowance	-
Total	413,629

418-00 Accounting	FY 2022 Current Approved
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	286,388
Irregular Part Time (IPT)	-
Overtime	-
Tool Allowance	-
Total	286,388

418-00 Accounting	FY 2023 Approved
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	304,217
Irregular Part Time (IPT)	-
Overtime	-
Tool Allowance	-
Total	304,217

420-00 Engineering	FY 2022 Current Approved
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	494,712
Irregular Part Time (IPT)	-
Overtime	-
Tool Allowance	-
Total	494,712

420-00 Engineering	FY 2023 Approved
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	528,202
Irregular Part Time (IPT)	10,000
Overtime	-
Tool Allowance	-
Total	538,202

420-01 Engineering - Stormwater	FY 2022 Current Approved
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	137,252
Irregular Part Time (IPT)	-
Overtime	-
Tool Allowance	-
Total	137,252

420-01 Engineering - Stormwater	FY 2023 Approved
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	146,366
Irregular Part Time (IPT)	-
Overtime	-
Tool Allowance	-
Total	146,366

**City of Charleston
Municipal Budget
FY 2022
General Fund**

Salaries & Wages

421-00 MOECD FY 2022 Current Approved	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	382,858
Irregular Part Time (IPT)	-
Overtime	-
Tool Allowance	-
Total	382,858

421-00 MOECD FY 2023 Approved	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	415,993
Irregular Part Time (IPT)	-
Overtime	-
Tool Allowance	-
Total	415,993

422-00 Human Resources FY 2022 Current Approved	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	402,272
Irregular Part Time (IPT)	-
Overtime	-
Tool Allowance	-
Total	402,272

422-00 Human Resources FY 2023 Approved	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	417,881
Irregular Part Time (IPT)	-
Overtime	-
Tool Allowance	-
Total	417,881

431-00 Mail Room FY 2022 Current Approved	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	35,157
Irregular Part Time (IPT)	-
Overtime	-
Tool Allowance	-
Total	35,157

431-00 Mail Room FY 2023 Approved	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	27,982
Irregular Part Time (IPT)	-
Overtime	-
Tool Allowance	-
Total	27,982

436-00 Building Commission FY 2022 Current Approved	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	681,327
Irregular Part Time (IPT)	-
Overtime	-
Tool Allowance	-
Total	681,327

436-00 Building Commission FY 2023 Approved	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	729,106
Irregular Part Time (IPT)	-
Overtime	-
Tool Allowance	-
Total	729,106

**City of Charleston
Municipal Budget
FY 2022
General Fund**

Salaries & Wages

437-00 Planning		FY 2022 Current Approved
Pay Type	Amount	
Elected Wages & Salaries	-	
Regular Wages & Salaries	467,710	
Irregular Part Time (IPT)	-	
Overtime	-	
Tool Allowance	-	
Total	467,710	

437-00 Planning		FY 2023 Approved
Pay Type	Amount	
Elected Wages & Salaries	-	
Regular Wages & Salaries	499,722	
Irregular Part Time (IPT)	-	
Overtime	-	
Tool Allowance	-	
Total	499,722	

439-00 Information Systems		FY 2022 Current Approved
Pay Type	Amount	
Elected Wages & Salaries	-	
Regular Wages & Salaries	580,179	
Irregular Part Time (IPT)	-	
Overtime	-	
Tool Allowance	-	
Total	580,179	

439-00 Information Systems		FY 2023 Approved
Pay Type	Amount	
Elected Wages & Salaries	-	
Regular Wages & Salaries	631,331	
Irregular Part Time (IPT)	-	
Overtime	-	
Tool Allowance	-	
Total	631,331	

440-00 General Services		FY 2022 Current Approved
Pay Type	Amount	
Elected Wages & Salaries	-	
Regular Wages & Salaries	453,634	
Irregular Part Time (IPT)	45,000	
Overtime	65,520	
Tool Allowance	-	
Total	564,154	

440-00 General Services		FY 2023 Approved
Pay Type	Amount	
Elected Wages & Salaries	-	
Regular Wages & Salaries	416,451	
Irregular Part Time (IPT)	45,000	
Overtime	70,106	
Tool Allowance	-	
Total	531,557	

**City of Charleston
Municipal Budget
FY 2022
General Fund**

Salaries & Wages

442-01 Constituent Services		FY 2022 Current Approved
Pay Type	Amount	
Elected Wages & Salaries	-	
Regular Wages & Salaries	181,695	
Irregular Part Time (IPT)	23,400	
Overtime	-	
Tool Allowance	-	
Total	205,095	

442-01 Constituent Services		FY 2023 Approved
Pay Type	Amount	
Elected Wages & Salaries	-	
Regular Wages & Salaries	169,804	
Irregular Part Time (IPT)	23,400	
Overtime	-	
Tool Allowance	-	
Total	193,204	

500-00 Morris Square		FY 2022 Current Approved
Pay Type	Amount	
Elected Wages & Salaries	-	
Regular Wages & Salaries	25,814	
Irregular Part Time (IPT)	-	
Overtime	10,080	
Tool Allowance	-	
Total	35,894	

500-00 Morris Square		FY 2023 Approved
Pay Type	Amount	
Elected Wages & Salaries	-	
Regular Wages & Salaries	62,784	
Irregular Part Time (IPT)	-	
Overtime	10,080	
Tool Allowance	-	
Total	72,864	

566-00 Public Works		FY 2022 Current Approved
Pay Type	Amount	
Elected Wages & Salaries	-	
Regular Wages & Salaries	192,000	
Irregular Part Time (IPT)	-	
Overtime	3,000	
Tool Allowance	-	
Total	195,000	

566-00 Public Works		FY 2023 Approved
Pay Type	Amount	
Elected Wages & Salaries	-	
Regular Wages & Salaries	190,751	
Irregular Part Time (IPT)	-	
Overtime	3,210	
Tool Allowance	-	
Total	193,961	

567-00 Public Grounds		FY 2022 Current Approved
Pay Type	Amount	
Elected Wages & Salaries	-	
Regular Wages & Salaries	853,369	
Irregular Part Time (IPT)	-	
Overtime	25,200	
Tool Allowance	-	
Total	878,569	

567-00 Public Grounds		FY 2023 Approved
Pay Type	Amount	
Elected Wages & Salaries	-	
Regular Wages & Salaries	897,437	
Irregular Part Time (IPT)	-	
Overtime	26,964	
Tool Allowance	-	
Total	924,401	

**City of Charleston
Municipal Budget
FY 2022
General Fund**

Salaries & Wages

567-01 Public Grounds - Carriage Trail FY 2022 Current Approved	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	65,458
Irregular Part Time (IPT)	-
Overtime	4,200
Tool Allowance	-
Total	69,658

567-01 Public Grounds - Carriage Trail FY 2023 Approved	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	70,040
Irregular Part Time (IPT)	-
Overtime	4,494
Tool Allowance	-
Total	74,534

700-00 Police - Uniformed FY 2022 Current Approved	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	8,641,990
Irregular Part Time (IPT)	-
Overtime	1,923,075
Tool Allowance	-
Total	10,565,065

700-00 Police - Uniformed FY 2023 Approved	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	9,385,488
Irregular Part Time (IPT)	-
Overtime	2,243,242
Tool Allowance	-
Total	11,628,730

700-01 Police - Civilian FY 2022 Current Approved	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	860,096
Irregular Part Time (IPT)	50,000
Overtime	94,080
Tool Allowance	-
Total	1,004,176

700-01 Police - Civilian FY 2023 Approved	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	893,040
Irregular Part Time (IPT)	50,000
Overtime	100,666
Tool Allowance	-
Total	1,043,706

706-00 Fire - Uniformed FY 2022 Current Approved	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	9,076,795
Irregular Part Time (IPT)	-
Overtime	1,456,858
Tool Allowance	-
Total	10,533,653

706-00 Fire - Uniformed FY 2023 Approved	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	9,596,763
Irregular Part Time (IPT)	-
Overtime	1,484,036
Tool Allowance	-
Total	11,080,799

**City of Charleston
Municipal Budget
FY 2022
General Fund**

Salaries & Wages

706-00 Fire - Civilian		FY 2022 Current Approved
Pay Type	Amount	
Elected Wages & Salaries	-	
Regular Wages & Salaries	96,849	
Irregular Part Time (IPT)	-	
Overtime	-	
Tool Allowance	-	
Total	96,849	

706-00 Fire - Civilian		FY 2023 Approved
Pay Type	Amount	
Elected Wages & Salaries	-	
Regular Wages & Salaries	103,431	
Irregular Part Time (IPT)	-	
Overtime	-	
Tool Allowance	-	
Total	103,431	

712-00 Traffic Engineering		FY 2022 Current Approved
Pay Type	Amount	
Elected Wages & Salaries	-	
Regular Wages & Salaries	403,526	
Irregular Part Time (IPT)	-	
Overtime	11,760	
Tool Allowance	-	
Total	415,286	

712-00 Traffic Engineering		FY 2023 Approved
Pay Type	Amount	
Elected Wages & Salaries	-	
Regular Wages & Salaries	433,794	
Irregular Part Time (IPT)	-	
Overtime	12,583	
Tool Allowance	-	
Total	446,377	

716-00 Homeland Security		FY 2022 Current Approved
Pay Type	Amount	
Elected Wages & Salaries	-	
Regular Wages & Salaries	83,689	
Irregular Part Time (IPT)	-	
Overtime	-	
Tool Allowance	-	
Total	83,689	

716-00 Homeland Security		FY 2023 Approved
Pay Type	Amount	
Elected Wages & Salaries	-	
Regular Wages & Salaries	83,699	
Irregular Part Time (IPT)	-	
Overtime	-	
Tool Allowance	-	
Total	83,699	

750-00 Streets		FY 2022 Current Approved
Pay Type	Amount	
Elected Wages & Salaries	-	
Regular Wages & Salaries	2,330,058	
Irregular Part Time (IPT)	-	
Overtime	252,000	
Tool Allowance	-	
Total	2,582,058	

750-00 Streets		FY 2023 Approved
Pay Type	Amount	
Elected Wages & Salaries	-	
Regular Wages & Salaries	2,440,131	
Irregular Part Time (IPT)	-	
Overtime	269,640	
Tool Allowance	-	
Total	2,709,771	

**City of Charleston
Municipal Budget
FY 2022
General Fund**

Salaries & Wages

754-00 Equipment Maintenance		FY 2022 Current Approved
Pay Type		Amount
Elected Wages & Salaries	-	
Regular Wages & Salaries	682,683	
Irregular Part Time (IPT)	-	
Overtime	54,600	
Tool Allowance	8,400	
	Total	745,683

754-00 Equipment Maintenance		FY 2023 Approved
Pay Type		Amount
Elected Wages & Salaries	-	
Regular Wages & Salaries	724,132	
Irregular Part Time (IPT)	-	
Overtime	58,422	
Tool Allowance	8,400	
	Total	790,954

800-00 Refuse & Recycling		FY 2022 Current Approved
Pay Type		Amount
Elected Wages & Salaries	-	
Regular Wages & Salaries	2,003,847	
Irregular Part Time (IPT)	-	
Overtime	310,200	
Tool Allowance	-	
	Total	2,314,047

800-00 Refuse & Recycling		FY 2023 Approved
Pay Type		Amount
Elected Wages & Salaries	-	
Regular Wages & Salaries	2,097,401	
Irregular Part Time (IPT)	-	
Overtime	251,664	
Tool Allowance	-	
	Total	2,349,065

900-00 Parks & Recreation		FY 2022 Current Approved
Pay Type		Amount
Elected Wages & Salaries	-	
Regular Wages & Salaries	1,174,468	
Irregular Part Time (IPT)	280,000	
Overtime	53,760	
Tool Allowance	-	
	Total	1,508,228

900-00 Parks & Recreation		FY 2023 Approved
Pay Type		Amount
Elected Wages & Salaries	-	
Regular Wages & Salaries	1,226,075	
Irregular Part Time (IPT)	280,000	
Overtime	57,523	
Tool Allowance	-	
	Total	1,563,598

906-01 Office of Public Art		FY 2022 Current Approved
Pay Type		Amount
Elected Wages & Salaries	-	
Regular Wages & Salaries	52,000	
Irregular Part Time (IPT)	-	
Overtime	-	
Tool Allowance	-	
	Total	52,000

906-01 Office of Public Art		FY 2023 Approved
Pay Type		Amount
Elected Wages & Salaries	-	
Regular Wages & Salaries	57,309	
Irregular Part Time (IPT)	-	
Overtime	-	
Tool Allowance	-	
	Total	57,309

**City of Charleston
Municipal Budget
FY 2022
General Fund**

Salaries & Wages

952-00 Spring Hill Cemetery		FY 2022 Current Approved
Pay Type		Amount
Elected Wages & Salaries		-
Regular Wages & Salaries		308,407
Irregular Part Time (IPT)		46,800
Overtime		10,080
Tool Allowance		-
	Total	365,287

952-00 Spring Hill Cemetery		FY 2023 Approved
Pay Type		Amount
Elected Wages & Salaries		-
Regular Wages & Salaries		325,902
Irregular Part Time (IPT)		46,800
Overtime		10,080
Tool Allowance		-
	Total	382,782

Total General Fund		FY 2022 Current Approved
Pay Type		Amount
Elected Wages & Salaries		352,000
Regular Wages & Salaries		33,509,424
Irregular Part Time (IPT)		482,200
Overtime		4,297,933
Tool Allowance		8,400
	Total	38,649,957

Total General Fund		FY 2023 Approved
Pay Type		Amount
Elected Wages & Salaries		352,000
Regular Wages & Salaries		35,664,645
Irregular Part Time (IPT)		482,200
Overtime		4,627,876
Tool Allowance		8,400
	Total	41,135,121

**City of Charleston
MUNICIPAL BUDGET
July 1, 2022 - June 30, 2023**

Section 4

Capital Expenditure Schedules

City of Charleston
Municipal Budget
FY 2023
Capital Outlay - Equipment Schedule
General Government

			FY 2023			FY 2024	FY 2025
			Requested	Direct Purchase		Estimated	Estimated
	Lease	Phase Out					
Dept.	Equipment	Unit #					
General Services							
	Pickup, Ext Cab	553	32,000	-	32,000	-	-
	Van, Cargo	566	32,000	-	32,000	-	-
	Pickup, Ext Cab	606	-	-	-	-	35,000
Total General Services			64,000	-	64,000	-	35,000
Engineering							
	Utility Vehicle	501	30,000	-	30,000	-	-
	Pickup, Reg Cab	503	31,000	-	31,000	-	-
	Utility Vehicle	502	-	-	-	31,000	-
	Utility Vehicle	506	-	-	-	-	32,000
Total Engineering			61,000	-	61,000	31,000	32,000
Building Commission							
	Utility Vehicle	545	30,000	-	30,000	-	-
	Admin. Vehicle	551	28,000	-	28,000	-	-
	Admin. Vehicle	552	28,000	-	28,000	-	-
	Admin. Vehicle	553	28,000	-	28,000	-	-
	Utility Vehicle	543	-	-	-	31,000	-
	Admin. Vehicle	548	-	-	-	-	30,000
	Admin. Vehicle	549	-	-	-	-	30,000
Total Building Commission			114,000	-	114,000	31,000	60,000
Planning							
	Admin. Vehicle	500	-	-	-	-	30,000
Total Planning			-	-	-	-	30,000
Information Services							
	PCs, Servers, Misc. Equip		235,500	235,500	-	240,500	153,000
Total Information Services			235,500	235,500	-	240,500	153,000
Public Grounds							
	Trailer	T-6	5,000	5,000	-	-	-
	Trailer, Dump	T-1	10,000	10,000	-	-	-
	Utility Vehicle	8	-	-	-	30,000	-
	RTV	383	-	-	-	17,000	-
	Mower, Remote	M6	-	-	-	25,000	-
	Mower, Remote	M7	-	-	-	25,000	-
	Mower, Remote	M8	-	-	-	25,000	-
	Pickup, Crew Cab	360	-	-	-	-	35,000
	Pickup, Crew Cab	365	-	-	-	-	35,000
	Trailer	T-10	-	-	-	-	500
	Chipper	CH8	-	-	-	-	50,000
Total Public Grounds			15,000	15,000	-	122,000	120,500
Total General Government			489,500	250,500	239,000	424,500	430,500

City of Charleston
Municipal Budget
FY 2023
Capital Outlay - Equipment Schedule
Public Safety

			FY 2023			FY 2024	FY 2025
			Direct Purchase				
Dept.	Equipment	Unit #	Requested	Direct Purchase	Lease Phase Out	Estimated	Estimated
Police Department							
	Interceptor SUV - line (12)		420,000	-	420,000	440,000	460,000
	Interceptor SUV - Supv. (3)		105,000	-	105,000	110,000	-
	Lighting Package		75,000	75,000	-	75,000	60,000
	Other Vehicle Equipment		71,000	71,000	-	71,000	57,000
	Administrative SUV (5)		-	-	-	-	150,000
	Admin Vehicle Equipment		-	-	-	-	18,000
	Handheld IRP Radios		21,000	21,000	-	22,000	24,000
	Mobile Analog Radios		5,000	5,000	-	5,250	5,400
	IRP Mobile Radios		17,000	17,000	-	18,000	15,000
	Police Bicycles (2)		4,000	4,000	-	4,000	4,000
	Mobile Data Terminals		32,000	32,000	-	-	-
	Van, Cargo (Crime Scene)		40,000	-	40,000	-	40,000
	Van Equipment		5,000	5,000	-	-	5,000
Total Police Department			795,000	230,000	565,000	745,250	838,400
Fire Department							
	Ambulance		215,000	-	215,000	451,500	236,500
	Ambulance Equipment		2,500	2,500	-	5,250	2,750
	Administrative SUV (2)		-	-	-	65,000	-
	Admin Vehicle Equipment		-	-	-	12,000	-
	Fire Hose & Nozzles		25,000	25,000		25,000	25,000
	Air Packs (5)		36,000	36,000	-	37,000	39,000
	Radios		21,000	21,000	-	22,000	23,000
	Spare Air Cylinders (10)		9,500	9,500	-	10,000	10,500
	Heart Monitor		66,000	66,000	-	34,000	35,700
	Power Cot (1)		28,000	28,000	-	-	30,000
	Lucas Device		15,200	15,200	-	16,000	16,800
	Mobile Data Terminals		23,000	23,000	-	24,100	25,250
	Thermal Image Camera		5,600	5,600	-	11,800	12,400
	Ladder Truck	462	1,700,000	-	1,700,000	-	-
	Pumper Truck	455	800,000	-	800,000	-	-
	Pumper Truck	451	-	-	-	840,000	-
	Pumper Truck	452	-	-	-	-	882,000
	Interceptor SUV (2)		75,000	-	75,000	-	80,000
	Interceptor Equipment		10,500	10,500	-	-	12,500
	Bunker Gear Washer (2)		14,100	14,100	-	-	15,500
Total Fire Department			3,046,400	256,400	2,790,000	1,553,650	1,446,900
Traffic Engineering							
	Traffic Signal Equipment		10,000	10,000	-	10,000	10,000
	Conflict Monitor/Tester		12,250	12,250	-	-	-
	Pickup, Reg Cab	72	-	-	-	32,000	-
	Striping Truck	70	-	-	-	131,000	-
	Van, Cargo	292	-	-	-	21,000	-
Total Traffic Engineering			22,250	22,250	-	194,000	10,000
Total Public Safety			3,863,650	508,650	3,355,000	2,492,900	2,295,300

City of Charleston
Municipal Budget
FY 2023
Capital Outlay - Equipment Schedule
Streets & Transportation

			FY 2023			FY 2024	FY 2025
			Direct Purchase				
Dept.	Equipment	Unit #	Requested	Direct Purchase	Lease Phase Out	Estimated	Estimated
Street Department							
	Leaf Machine	56	50,000	-	50,000	-	-
	Leaf Machine	57	50,000	-	50,000	-	-
	Leaf Machine	59	50,000	-	50,000	-	-
	Leaf Machine	74	50,000	-	50,000	-	-
	Truck, Dump	43	181,400	-	181,400	-	-
	Truck, Catch Basin	30	152,100	-	152,100	-	-
	Truck, Dump	49	115,700	-	115,700	-	-
	Truck, Dump	50	115,700	-	115,700	-	-
	Skidsteer	80	58,000	-	58,000	-	-
	Grader	88	-	-	-	385,000	-
	Truck, Dump	45	-	-	-	181,400	-
	Truck, Dump	47	-	-	-	181,400	-
	Paver	69	-	-	-	85,000	-
	Excavator	84	-	-	-	41,000	-
	Chipper	CH2	-	-	-	50,000	-
	Chipper	CH4	-	-	-	50,000	-
	Arrow Board	A2	-	-	-	5,500	-
	Snowblade	SP19	-	-	-	7,000	-
	Snowblade	SP63	-	-	-	8,500	-
	Snowblade	SP49	-	-	-	8,500	-
	Snowblade	SP19x	-	-	-	7,000	-
	Truck, Pickup	6	-	-	-	33,000	-
	Truck, Pickup	34	-	-	-	33,000	-
	Sweeper	83	-	-	-	-	275,000
	Sweeper	86	-	-	-	-	275,000
	Truck, Dump	44	-	-	-	-	181,400
	Truck, Pickup	11	-	-	-	-	33,000
	Arrow Board	A9	-	-	-	-	5,500
Total Street Department			822,900	-	822,900	1,076,300	769,900
Equipment Maintenance							
	Pickup, Reg Cab	95	35,000	-	35,000	-	-
	Pickup, Reg Cab	442	42,000	-	42,000	-	-
Total Equipment Maintenance			77,000	-	77,000	-	-
Total Streets & Transportation			899,900	-	899,900	1,076,300	769,900

**City of Charleston
Municipal Budget
FY 2023**

[illegible]

**City of Charleston
Municipal Budget
FY 2023**

[illegible]

**City of Charleston
Municipal Budget
FY 2023**

[illegible]

Total All Government	6,339,550	759,150	5,471,900	4,319,700	4,107,700
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**City of Charleston
MUNICIPAL BUDGET
July 1, 2022 - June 30, 2023**

Section 5

General Fund Department Budgets

**City of Charleston
Municipal Budget
FY 2023
Section 5 Index**

OPERATING DEPARTMENTS

OTHER BUDGET ENTITIES

Name	Budget Code	Page No.	Description	Budget Code	Page No.
Accounting	418-00	65	Contingency	699-00	114
Appalachian Power Park	919-00	150	Contributions - Capitol Market	432-00	81
Building Commission	436-00	83	Contributions - Charleston Area Alliance	911-00	148
CARE Office	409-02	49	Contributions - Civic Center Support	910-01	147
City Clerk	415-00	59	Contributions - CVB, Hotel/Motel Tax	901-00	140
City Collector	414-00	57	Contributions - Festivals	903-00	141
City Council	410-00	51	Contributions - Fund for the Arts	906-00	142
City Manager - Administrative	412-00	53	Contributions - Intergovernment Council	435-00	82
City Treasurer	413-00	55	Contributions - Kanawha/Chas. Health	803-00	137
Constituent Services	442-01	93	Contributions - Library	916-00	149
Elections	438-00	87	Contributions - Main Street Programs	424-00	76
Engineering	420-00	67	Contributions - Public Safety Council	700-03	119
Equipment Maintenance	754-00	133	Contributions -WV Symphony	906-00	142
Fire - Civilian	706-01	123	Compensation Initiative	429-00	78
Fire - Uniformed	706-00	121	Debt Service	427-00	77
General Services	440-00	90	Health Care - Retirees, Fire	706-93	125
Homeland Security/Emerg. Svcs.	716-00	128	Health Care - Retirees, Police	700-93	120
Human Resources	422-00	73	Health Care - Retirees, Regular	440-93	92
Human Resources - Wellness	422-01	75	Transfers - Ball Park Maintenance Fund	444-06	98
Information Systems	439-00	88	Transfer - Beautification Commission Fund	444-15	102
Legal	417-00	63	Transfer - Business Economic Impact Fund	444-14	101
Mail Room	431-00	79	Transfers - City Service Fee Projects Fund	444-04	96
Mayor's Office	409-00	47	Transfers - Facilities Maintenance Fund	444-07	99
MOECD	421-00	71	Transfers - General Maintenance Fund	444-00	95
Morris Square Property	500-00	105	Transfers - Green Initiatives Fund	444-16	103
Municipal Auditorium	910-00	145	Transfers - Municipal Stabilization Fund	444-05	97
Municipal Court	416-00	61	Transfers - Sidewalk Improvement Program Fund	444-17	104
Parks & Recreation	900-00	138	Transfers - Tourism & Promotions	444-12	100
Planning	437-00	85			
Police - Civilian	700-01	117			
Police - Uniformed	700-00	115			
Public Arts	906-01	143			
Public Grounds	567-00	110			
Public Grounds - Carriage Trail	567-01	112			
Public Works	566-00	108			
Refuse & Recycling	800-00	135			
Spring Hill Cemetery	952-00	151			
Storm Water Management	420-01	69			
Street	750-00	130			
Traffic Engineering	712-00	126			
Wellness Center	501-00	107			

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 409 Mayor's Office
Unit 00 Administrative

Full Time Employees	3
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Expense Object		FY 2021 Actual	FY 2022 Original	FY 2022 YTD Amend.	FY 2022 Current	FY 2022 YTD Dec. Actual	FY 2023 Proposed
Personal Services							
000-1-101	Elected Officials Salaries	125,385	125,000		125,000	62,500	125,000
000-1-103	Salaries & Wages	168,522	177,210		177,210	86,815	188,910
000-1-104	FICA	21,907	23,119		23,119	11,231	24,014
000-1-105	Medical & Life Insurance	18,525	22,272		22,272	10,549	23,406
000-1-106	PERS	29,391	30,221		30,221	14,932	28,252
000-1-111	Dental & Optical Insurance	1,560	1,401		1,401	658	1,569
000-1-112	Employee Insurance Cont.	(4,089)	(3,354)		(3,354)	(1,711)	(3,402)
Total Personal Services		361,201	375,869	-	375,869	184,974	387,749
Contractual Services							
000-2-211	Telephone	3,210	4,000		4,000	1,605	4,000
000-2-214	Travel	-	5,000		5,000	449	5,000
000-2-219	Building & Equipment Rent	1,796	1,500		1,500	981	1,500
000-2-221	Training	-	3,000		3,000	-	3,000
000-2-222	Dues & Subscriptions	3,891	4,000		4,000	4,041	5,000
000-2-226	Insurance - WC & UC	2,151	2,976		2,976	1,308	3,099
000-2-230	Contracted Services	102,452	100,000		100,000	40,677	100,000
Total Contractual Services		113,500	120,476	-	120,476	49,061	121,599
Commodities							
000-3-341	Materials & Supplies	7,711	9,000		9,000	14,402	20,000
Total Commodities		7,711	9,000	-	9,000	14,402	20,000
Contributions & Other							
000-5-568	Other Contributions	210,336	325,000		325,000	71,157	325,000
Total Contributions & Other		210,336	325,000	-	325,000	71,157	325,000
Total Mayor's Office		692,748	830,345	-	830,345	319,594	854,348

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 409 Mayor's Office
Unit 00 Administrative

Authorized Full Time Positions & Salary Schedule

FY 2022 Current		
Title	FLSA/Paygrade	FTE
Mayor	E/001	1
Sr. Assistant to Mayor	E/127	1
Assistant to Mayor	E/119	1
Total		3

FY 2023 Proposed		
Title	FLSA/Paygrade	FTE
Mayor	E/001	1
Sr. Assistant to Mayor	E/127	1
Assistant to Mayor	E/119	1
Total		3

FY 2022 Current	
Pay Type	Amount
Elected Wages & Salaries	125,000
Regular Wages & Salaries	177,210
Irregular Part Time (IPT)	-
Overtime	-
Tool Allowance	-
Total	302,210

FY 2023 Proposed	
Pay Type	Amount
Elected Wages & Salaries	125,000
Regular Wages & Salaries	188,910
Irregular Part Time (IPT)	-
Overtime	-
Tool Allowance	-
Total	313,910

Projected Capital Equipment Acquisitions

Unit # Equipment		FY 2023				FY 2024	FY 2025
		Direct Purchase	Lease Purchase	New Lease Payment	Total Lease Payment ¹	Estimate	Estimate
Total		-	-	-	-	-	-

¹Total Lease Payment includes all payments from outstanding lease purchase cycles that will be paid in FY 2023.

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 409 Mayor's Office
Unit 02 CARE Office

Full Time Employees	5
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Expense Object		FY 2021 Actual	FY 2022 Original	FY 2022 YTD Amend.	FY 2022 Current	FY 2022 YTD Dec. Actual	FY 2023 Proposed
Personal Services							
00*-1-103	Salaries & Wages	129,834	265,704		265,704	90,456	270,158
00*-1-104	FICA	9,658	20,326		20,326	6,980	20,667
00*-1-105	Medical & Life Insurance	16,863	37,120		37,120	17,580	39,010
00*-1-106	PERS	12,817	26,570		26,570	8,837	24,314
00*-1-111	Dental & Optical Insurance	1,483	2,335		2,335	1,068	2,615
00*-1-112	Employee Insurance Cont.	(3,389)	(5,590)		(5,590)	(1,446)	(5,670)
Total Personal Services		167,266	346,465	-	346,465	123,475	351,094
Contractual Services							
00*-2-211	Telephone	89	2,200		2,200	546	2,200
00*-2-212	Printing	-	11,900		11,900	-	11,900
00*-2-214	Travel	-	24,306		24,306	-	24,306
00*-2-219	Building & Equipment Rent	3,792	51,863		51,863	22,353	51,863
00*-2-221	Training	-	7,000		7,000	450	7,000
00*-2-226	Insurance - WC & UC	1,868	4,960		4,960	2,180	5,165
00*-2-230	Contracted Services	30,458	46,000		46,000	4,333	46,000
Total Contractual Services		36,207	148,229	-	148,229	29,862	148,434
Commodities							
00*-3-341	Materials & Supplies	2,140	47,275		47,275	3,427	47,275
00*-3-345	Uniforms	-	3,075		3,075	-	3,075
Total Commodities		2,140	50,350	-	50,350	3,427	50,350
Total CARE Office		205,613	545,044	-	545,044	156,764	549,878

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 409 Mayor's Office
Unit 02 CARE Office

Authorized Full Time Positions & Salary Schedule

FY 2022 Current		
Title	FLSA/Paygrade	FTE
CARE Coordinator	E/115	1
QRT Project Coordinator	E/114	1
Mental Health Coordinator	E/114	1
Outreach Coordinator	E/114	1
QRT Peer Support	E/114	1
Total		5

FY 2023 Proposed		
Title	FLSA/Paygrade	FTE
CARE Coordinator	E/115	1
QRT Project Coordinator	E/114	1
Mental Health Coordinator	E/114	1
Outreach Coordinator	E/114	1
QRT Peer Support	E/114	1
Total		5

FY 2022 Current	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	265,704
Irregular Part Time (IPT)	-
Overtime	-
Tool Allowance	-
Total	265,704

FY 2023 Proposed	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	270,158
Irregular Part Time (IPT)	-
Overtime	-
Tool Allowance	-
Total	270,158

Projected Capital Equipment Acquisitions

Unit # Equipment		FY 2023				FY 2024	FY 2025
		Direct Purchase	Lease Purchase	New Lease Payment	Total Lease Payment ¹	Estimate	Estimate
Total		-	-	-	-	-	-

¹Total Lease Payment includes all payments from outstanding lease purchase cycles that will be paid in FY 2023.

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 410 City Council
Unit 00 Administrative

Full Time Employees	26
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Expense Object		FY 2021 Actual	FY 2022 Original	FY 2022 YTD Amend.	FY 2022 Current	FY 2022 YTD Dec. Actual	FY 2023 Proposed
Personal Services							
000-1-101	Elected Officials Salaries	154,305	169,000		169,000	70,000	169,000
000-1-104	FICA	11,403	12,929		12,929	5,224	12,929
000-1-105	Medical & Life Insurance	159,670	193,024		193,024	91,423	202,852
000-1-106	PERS	12,566	16,900		16,900	5,550	15,210
000-1-111	Dental & Optical Insurance	13,520	12,142		12,142	5,704	13,598
000-1-112	Employee Insurance Cont.	(23,387)	(29,068)		(29,068)	(8,777)	(29,484)
Total Personal Services		328,077	374,927	-	374,927	169,124	384,105
Contractual Services							
000-2-219	Building & Equipment Rent	7,515	-		-	-	-
000-2-226	Insurance - WC & UC	18,645	25,792		25,792	11,334	26,858
Total Contractual Services		26,160	25,792	-	25,792	11,334	26,858
Commodities							
000-3-341	Materials & Supplies	134	500		500	208	500
Total Commodities		134	500	-	500	208	500
Total City Council		354,371	401,219	-	401,219	180,666	411,463

Fund 001 General Fund
Department 410 City Council
Unit 00 Administrative

FY 2022 Current		
Title	FLSA/Paygrade	FTE
Council Member	E/002	26
Total		26

FY 2023 Proposed		
Title	FLSA/Paygrade	FTE
Council Member	E/002	26
Total		26

FY 2022 Current	
Pay Type	Amount
Elected Wages & Salaries	169,000
Regular Wages & Salaries	-
Irregular Part Time (IPT)	-
Overtime	-
Tool Allowance	-
Total	169,000

FY 2023 Proposed	
Pay Type	Amount
Elected Wages & Salaries	169,000
Regular Wages & Salaries	-
Irregular Part Time (IPT)	-
Overtime	-
Tool Allowance	-
Total	169,000

		FY 2023				FY 2024	FY 2025
		Direct Purchase	Lease Purchase	New Lease Payment	Total Lease Payment ¹	Estimate	Estimate
Unit #	Equipment						
Total		-	-	-	-	-	-

City of Charleston
Municipal Budget - FY 2023

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 412 City Manager
Unit 00 Administrative

Full Time Employees	8
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Expense Object		FY 2021 Actual	FY 2022 Original	FY 2022 YTD Amend.	FY 2022 Current	FY 2022 YTD Dec. Actual	FY 2023 Proposed
Personal Services							
000-1-103	Salaries & Wages	470,028	507,435	36,513	543,948	251,473	594,659
000-1-104	FICA	34,960	38,819	2,793	41,612	18,758	45,491
000-1-105	Medical & Life Insurance	43,226	51,968	7,424	59,392	28,130	62,416
000-1-106	PERS	45,165	50,744	3,651	54,395	24,362	53,519
000-1-111	Dental & Optical Insurance	3,640	3,269	467	3,736	1,741	4,184
000-1-112	Employee Insurance Cont.	(7,380)	(7,826)	(1,118)	(8,944)	(3,378)	(9,072)
Total Personal Services		589,639	644,409	49,730	694,139	321,086	751,197
Contractual Services							
000-2-211	Telephone	6,657	6,500		6,500	3,295	6,500
000-2-214	Travel	164	6,000		6,000	1,175	6,000
000-2-219	Building & Equipment Rent	114,068	100,000		100,000	47,039	100,000
000-2-220	Advertising & Legal Pub	3,537	7,000		7,000	6,040	7,000
000-2-221	Training	300	6,000		6,000	-	6,000
000-2-222	Dues & Subscriptions	10,221	14,000		14,000	17,581	14,000
000-2-223	Professional Services	88,538	215,000		215,000	60,796	340,000
000-2-226	Insurance - WC & UC	5,020	6,944	992	7,936	3,379	8,264
000-2-227	Insurance - Liability	907,291	1,025,000		1,025,000	17,610	825,000
000-2-230	Contracted Services	107,611	200,000		200,000	16,796	200,000
000-2-237	Other Taxes & Fees	2,207	4,000		4,000	2,000	4,000
Total Contractual Services		1,245,614	1,590,444	992	1,591,436	175,711	1,516,764
Commodities							
000-3-341	Materials & Supplies	11,392	20,000		20,000	(22,033)	20,000
Total Commodities		11,392	20,000	-	20,000	(22,033)	20,000
Total City Manager		1,846,645	2,254,853	50,722	2,305,575	474,764	2,287,961

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 412 City Manager
Unit 00 Administrative

Authorized Full Time Positions & Salary Schedule

FY 2022 Current		
Title	FLSA/Paygrade	FTE
City Manager	E/139	1
Director of Finance	E/132	1
Director of Purchasing	E/123	1
Budget Officer - Public Safety	E/121	1
Assistant to the City Manager	E/119	1
Grant Coordinator	N-COMP/112	2
Administrative Assistant I	N-COMP/109	1
Total		8

FY 2023 Proposed		
Title	FLSA/Paygrade	FTE
City Manager	E/139	1
Director of Finance	E/132	1
Director of Purchasing	E/123	1
Budget Officer - Public Safety	E/121	1
Assistant to the City Manager	E/119	1
Grant Coordinator	N-COMP/112	2
Administrative Assistant I	N-COMP/109	1
Total		8

FY 2022 Current	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	543,948
Irregular Part Time (IPT)	-
Overtime	-
Tool Allowance	-
Total	543,948

FY 2023 Proposed	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	594,659
Irregular Part Time (IPT)	-
Overtime	-
Tool Allowance	-
Total	594,659

Projected Capital Equipment Acquisitions

Unit # Equipment		FY 2023				FY 2024	FY 2025
		Direct Purchase	Lease Purchase	New Lease Payment	Total Lease Payment ¹	Estimate	Estimate
Total		-	-	-	-	-	-

¹Total Lease Payment includes all payments from outstanding lease purchase cycles that will be paid in FY 2023.

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 413 City Treasurer
Unit 00 Administrative

Full Time Employees	3
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Expense Object		FY 2021 Actual	FY 2022 Original	FY 2022 YTD Amend.	FY 2022 Current	FY 2022 YTD Dec. Actual	FY 2023 Proposed
Personal Services							
000-1-101	Elected Officials Salaries	18,055	18,000		18,000	9,000	18,000
000-1-103	Salaries & Wages	107,945	122,772	10,000	132,772	60,568	124,237
000-1-104	FICA	8,781	10,769		10,769	4,905	10,881
000-1-105	Medical & Life Insurance	18,525	22,272		22,272	10,549	23,406
000-1-106	PERS	11,820	13,177		13,177	5,624	11,991
000-1-111	Dental & Optical Insurance	1,560	1,401		1,401	658	1,569
000-1-112	Employee Insurance Cont.	(4,367)	(3,354)		(3,354)	(1,666)	(3,402)
Total Personal Services		162,319	185,037	10,000	195,037	89,638	186,682
Contractual Services							
000-2-211	Telephone	-	800		800	-	800
000-2-216	Mtce & Repair - Equipment	-	400		400	-	400
000-2-219	Building & Equipment Rent	878	1,200		1,200	404	1,200
000-2-226	Insurance - WC & UC	2,151	2,976		2,976	1,416	3,099
Total Contractual Services		3,029	5,376	-	5,376	1,820	5,499
Commodities							
000-3-341	Materials & Supplies	1,004	1,600		1,600	671	1,600
Total Commodities		1,004	1,600	-	1,600	671	1,600
Total City Treasurer		166,352	192,013	10,000	202,013	92,129	193,781

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 413 City Treasurer
Unit 00 Administrative

Authorized Full Time Positions & Salary Schedule

FY 2022 Current		
Title	FLSA/Paygrade	FTE
City Treasurer	E/121	1
Assistant Treasurer	N-COMP/116	1
Treasury Technician	N-COMP/113	1
Total		3

FY 2023 Proposed		
Title	FLSA/Paygrade	FTE
City Treasurer	E/121	1
Assistant Treasurer	N-COMP/116	1
Treasury Technician	N-COMP/113	1
Total		3

FY 2022 Current	
Pay Type	Amount
Elected Wages & Salaries	18,000
Regular Wages & Salaries	113,772
Irregular Part Time (IPT)	19,000
Overtime	-
Tool Allowance	-
Total	150,772

FY 2023 Proposed	
Pay Type	Amount
Elected Wages & Salaries	18,000
Regular Wages & Salaries	115,237
Irregular Part Time (IPT)	9,000
Overtime	-
Tool Allowance	-
Total	142,237

Projected Capital Equipment Acquisitions

Unit # Equipment		FY 2023				FY 2024	FY 2025
		Direct Purchase	Lease Purchase	New Lease Payment	Total Lease Payment ¹	Estimate	Estimate
Total		-	-	-	-	-	-

¹Total Lease Payment includes all payments from outstanding lease purchase cycles that will be paid in FY 2023.

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 414 City Collector
Unit 00 Administrative

Full Time Employees	16
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Expense Object		FY 2021 Actual	FY 2022 Original	FY 2022 YTD Amend.	FY 2022 Current	FY 2022 YTD Dec. Actual	FY 2023 Proposed
Personal Services							
000-1-103	Salaries & Wages	588,253	680,933		680,933	294,160	799,804
000-1-104	FICA	43,791	52,091		52,091	22,534	61,185
000-1-105	Medical & Life Insurance	86,452	103,936		103,936	49,228	124,832
000-1-106	PERS	58,810	68,093		68,093	28,960	71,982
000-1-111	Dental & Optical Insurance	7,281	6,538		6,538	3,071	8,368
000-1-112	Employee Insurance Cont.	(14,413)	(15,652)		(15,652)	(5,603)	(18,144)
Total Personal Services		770,174	895,939	-	895,939	392,350	1,048,027
Contractual Services							
000-2-211	Telephone	2,287	3,000		3,000	1,144	3,000
000-2-214	Travel	-	100		100	-	100
000-2-216	Mtce & Repair - Equipment	621	500		500	-	500
000-2-217	Mtce & Repair - Auto/Truck	20	-		-	-	-
000-2-219	Building & Equipment Rent	34,931	32,000		32,000	19,686	35,000
000-2-221	Training	(368)	500		500	-	500
000-2-222	Dues & Subscriptions	401	300		300	250	500
000-2-226	Insurance - WC & UC	10,040	13,888		13,888	6,103	16,528
000-2-230	Contracted Services	58,902	150,000		150,000	31,832	140,000
000-2-232	Bank Fees	108	100		100	-	150
000-2-237	Other Taxes & Fees	21,483	20,000		20,000	2,997	22,000
Total Contractual Services		128,425	220,388	-	220,388	62,012	218,278
Commodities							
000-3-341	Materials & Supplies	5,811	8,000		8,000	3,429	8,000
Total Commodities		5,811	8,000	-	8,000	3,429	8,000
Total City Collector		904,410	1,124,327	-	1,124,327	457,791	1,274,305

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 414 City Collector
Unit 00 Administrative

Authorized Full Time Positions & Salary Schedule

FY 2022 Current		
Title	FLSA/Paygrade	FTE
City Collector	E/125	1
Taxpayer Services Manager	E/119	1
Compliance Manager	E/119	1
Tax Compliance - Contract	N-COMP/115	1
Senior Audit Technician	N-COMP/116	1
Audit Technician	N-COMP/115	4
Administrative Assistant II	N-COMP/114	3
Chief Cashier	N-COMP/110	1
Accounting Clerk	N-OT/106	1
Total		14

FY 2023 Proposed		
Title	FLSA/Paygrade	FTE
City Collector	E/125	1
Taxpayer Services Manager	E/119	1
Compliance Manager	E/119	1
Small Business Liaison	E/119	1
Tax Compliance - Contract	N-COMP/115	1
Senior Audit Technician	N-COMP/116	1
Audit Technician	N-COMP/115	4
Administrative Assistant II	N-COMP/114	4
Chief Cashier	N-COMP/110	1
Accounting Clerk	N-OT/106	1
Total		16

FY 2022 Current	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	680,933
Irregular Part Time (IPT)	-
Overtime	-
Tool Allowance	-
Total	680,933

FY 2023 Proposed	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	799,804
Irregular Part Time (IPT)	-
Overtime	-
Tool Allowance	-
Total	799,804

Projected Capital Equipment Acquisitions

Unit # Equipment		FY 2023				FY 2024	FY 2025
		Direct Purchase	Lease Purchase	New Lease Payment	Total Lease Payment ¹	Estimate	Estimate
Total		-	-	-	-	-	-

¹Total Lease Payment includes all payments from outstanding lease purchase cycles that will be paid in FY 2023.

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 415 City Clerk
Unit 00 Administrative

Full Time Employees	3
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Expense Object		FY 2021 Actual	FY 2022 Original	FY 2022 YTD Amend.	FY 2022 Current	FY 2022 YTD Dec. Actual	FY 2023 Proposed
Personal Services							
000-1-103	Salaries & Wages	128,377	130,804		130,804	64,007	137,315
000-1-104	FICA	9,657	10,007		10,007	4,987	10,505
000-1-105	Medical & Life Insurance	18,547	22,272		22,272	10,549	23,406
000-1-106	PERS	12,838	13,080		13,080	6,401	12,358
000-1-111	Dental & Optical Insurance	1,560	1,401		1,401	658	1,569
000-1-112	Employee Insurance Cont.	(1,535)	(3,354)		(3,354)	(640)	(3,402)
Total Personal Services		169,444	174,210	-	174,210	85,962	181,751
Contractual Services							
000-2-211	Telephone	1,690	1,600		1,600	845	1,600
000-2-219	Building & Equipment Rent	1,614	2,000		2,000	1,016	2,000
000-2-222	Dues & Subscriptions	-	380		380	35	380
000-2-226	Insurance - WC & UC	2,151	2,976		2,976	1,308	3,099
Total Contractual Services		5,455	6,956	-	6,956	3,204	7,079
Commodities							
000-3-341	Materials & Supplies	489	1,200		1,200	1,370	1,200
Total Commodities		489	1,200	-	1,200	1,370	1,200
Total City Clerk		175,388	182,366	-	182,366	90,536	190,030

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 415 City Clerk
Unit 00 Administrative

Authorized Full Time Positions & Salary Schedule

FY 2022 Current		
Title	FLSA/Paygrade	FTE
City Clerk	N-COMP/005	1
Council Clerk	N-COMP/114	1
Administrative Assistant II	N-COMP/114	1
Total		3

FY 2023 Proposed		
Title	FLSA/Paygrade	FTE
City Clerk	N-COMP/005	1
Council Clerk	N-COMP/114	1
Administrative Assistant II	N-COMP/114	1
Total		3

FY 2022 Current	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	130,804
Irregular Part Time (IPT)	-
Overtime	-
Tool Allowance	-
Total	130,804

FY 2023 Proposed	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	137,315
Irregular Part Time (IPT)	-
Overtime	-
Tool Allowance	-
Total	137,315

Projected Capital Equipment Acquisitions

Unit # Equipment		FY 2023				FY 2024	FY 2025
		Direct Purchase	Lease Purchase	New Lease Payment	Total Lease Payment ¹	Estimate	Estimate
Total		-	-	-	-	-	-

¹Total Lease Payment includes all payments from outstanding lease purchase cycles that will be paid in FY 2023.

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 416 Municipal Court
Unit 00 Administrative

Full Time Employees	8
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Expense Object		FY 2021 Actual	FY 2022 Original	FY 2022 YTD Amend.	FY 2022 Current	FY 2022 YTD Dec. Actual	FY 2023 Proposed
Personal Services							
000-1-101	Elected Officials Salaries	40,123	40,000		40,000	20,000	40,000
000-1-103	Salaries & Wages	280,511	296,281		296,281	138,106	312,867
000-1-104	FICA	23,904	25,725		25,725	12,099	26,994
000-1-105	Medical & Life Insurance	49,380	59,392		59,392	28,130	62,416
000-1-106	PERS	29,912	31,828		31,828	15,364	30,138
000-1-111	Dental & Optical Insurance	4,161	3,736		3,736	1,755	4,184
000-1-112	Employee Insurance Cont.	(6,432)	(8,944)		(8,944)	(2,726)	(9,072)
Total Personal Services		421,559	448,018	-	448,018	212,728	467,527
Contractual Services							
000-2-211	Telephone	2,627	3,100		3,100	1,313	3,100
000-2-214	Travel	-	300		300	-	300
000-2-216	Mtce & Repair - Equipment	-	1,700		1,700	-	1,700
000-2-219	Building & Equipment Rent	3,731	3,000		3,000	1,880	3,000
000-2-221	Training	800	2,000		2,000	-	2,000
000-2-222	Dues & Subscriptions	50	300		300	-	300
000-2-226	Insurance - WC & UC	5,737	7,936		7,936	3,487	8,264
000-2-230	Contracted Services	223	500		500	-	500
Total Contractual Services		13,168	18,836	-	18,836	6,680	19,164
Commodities							
000-3-341	Materials & Supplies	3,819	4,000		4,000	1,265	4,000
Total Commodities		3,819	4,000	-	4,000	1,265	4,000
Total Municipal Court		438,546	470,854	-	470,854	220,673	490,691

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 416 Municipal Court
Unit 00 Administrative

Authorized Full Time Positions & Salary Schedule

FY 2022 Current		
Title	FLSA/Paygrade	FTE
Municipal Judge	E/004	1
Chief Deputy Clerk	E/117	1
Municipal Court Clerk	N-COMP/005	1
Deputy Clerk	N-OT/109	3
Assistant Deputy Clerk	N-OT/108	2
Total		8

FY 2023 Proposed		
Title	FLSA/Paygrade	FTE
Municipal Judge	E/004	1
Chief Deputy Clerk	E/117	1
Municipal Court Clerk	N-COMP/005	1
Deputy Clerk	N-OT/109	3
Assistant Deputy Clerk	N-OT/108	2
Total		8

FY 2022 Current	
Pay Type	Amount
Elected Wages & Salaries	40,000
Regular Wages & Salaries	254,761
Irregular Part Time (IPT)	18,000
Overtime	23,520
Tool Allowance	-
Total	336,281

FY 2023 Proposed	
Pay Type	Amount
Elected Wages & Salaries	40,000
Regular Wages & Salaries	269,701
Irregular Part Time (IPT)	18,000
Overtime	25,166
Tool Allowance	-
Total	352,867

Projected Capital Equipment Acquisitions

Unit # Equipment		FY 2023				FY 2024	FY 2025
		Direct Purchase	Lease Purchase	New Lease Payment	Total Lease Payment ¹	Estimate	Estimate
Total		-	-	-	-	-	-

¹Total Lease Payment includes all payments from outstanding lease purchase cycles that will be paid in FY 2023.

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 417 Legal
Unit 00 Administrative

Full Time Employees	5
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Expense Object		FY 2021 Actual	FY 2022 Original	FY 2022 YTD Amend.	FY 2022 Current	FY 2022 YTD Dec. Actual	FY 2023 Proposed
Personal Services							
000-1-103	Salaries & Wages	376,570	388,059		388,059	189,500	413,629
000-1-104	FICA	27,666	29,687		29,687	13,957	31,643
000-1-105	Medical & Life Insurance	30,876	37,120		37,120	17,581	39,010
000-1-106	PERS	37,657	38,806		38,806	18,950	37,227
000-1-111	Dental & Optical Insurance	2,600	2,335		2,335	1,097	2,615
000-1-112	Employee Insurance Cont.	(8,564)	(5,590)		(5,590)	(3,575)	(5,670)
Total Personal Services		466,805	490,417	-	490,417	237,510	518,454
Contractual Services							
000-2-211	Telephone	1,744	1,300		1,300	872	1,750
000-2-214	Travel	142	500		500	206	500
000-2-219	Building & Equipment Rent	1,384	1,500		1,500	794	1,500
000-2-220	Advertising & Legal Pub	213	1,500		1,500	132	500
000-2-221	Training	330	2,000		2,000	-	1,000
000-2-222	Dues & Subscriptions	19,273	12,000		12,000	9,800	20,000
000-2-223	Professional Services	53,314	200,000		200,000	3,478	200,000
000-2-226	Insurance - WC & UC	3,586	4,960		4,960	2,180	5,165
000-2-229	Court Costs & Damages	1,910,375	400,000	800,000	1,200,000	759,622	500,000
000-2-230	Contracted Services	2,420	1,500		1,500	1,321	2,500
Total Contractual Services		1,992,781	625,260	800,000	1,425,260	778,405	732,915
Commodities							
000-3-341	Materials & Supplies	940	3,500		3,500	465	2,500
Total Commodities		940	3,500	-	3,500	465	2,500
Total Legal		2,460,526	1,119,177	800,000	1,919,177	1,016,380	1,253,869

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 417 Legal
Unit 00 Administrative

Authorized Full Time Positions & Salary Schedule

FY 2022 Current		
Title	FLSA/Paygrade	FTE
City Attorney	E/135	1
Assistant. City Attorney	E/125	2
Senior Staff Associate	E/119	1
Legal Assistant	N-COMP/112	1
Total		5

FY 2023 Proposed		
Title	FLSA/Paygrade	FTE
City Attorney	E/135	1
Assistant. City Attorney	E/125	2
Senior Staff Associate	E/119	1
Legal Assistant	N-COMP/112	1
Total		5

FY 2022 Current	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	388,059
Irregular Part Time (IPT)	-
Overtime	-
Tool Allowance	-
Total	388,059

FY 2023 Proposed	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	413,629
Irregular Part Time (IPT)	-
Overtime	-
Tool Allowance	-
Total	413,629

Projected Capital Equipment Acquisitions

Unit # Equipment		FY 2023				FY 2024	FY 2025
		Direct Purchase	Lease Purchase	New Lease Payment	Total Lease Payment ¹	Estimate	Estimate
Total		-	-	-	-	-	-

¹Total Lease Payment includes all payments from outstanding lease purchase cycles that will be paid in FY 2023.

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 418 Accounting
Unit 00 Administrative

Full Time Employees	5
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Expense Object		FY 2021 Actual	FY 2022 Original	FY 2022 YTD Amend.	FY 2022 Current	FY 2022 YTD Dec. Actual	FY 2023 Proposed
Personal Services							
000-1-103	Salaries & Wages	294,057	286,388		286,388	123,428	304,217
000-1-104	FICA	21,769	21,909		21,909	9,305	23,273
000-1-105	Medical & Life Insurance	30,876	37,120		37,120	17,581	39,010
000-1-106	PERS	28,675	28,639		28,639	11,445	27,380
000-1-111	Dental & Optical Insurance	2,600	2,335		2,335	1,097	2,615
000-1-112	Employee Insurance Cont.	(4,666)	(5,590)		(5,590)	(2,114)	(5,670)
Total Personal Services		373,311	370,801	-	370,801	160,742	390,825
Contractual Services							
000-2-211	Telephone	1,510	2,000		2,000	755	2,000
000-2-214	Travel	-	500		500	-	500
000-2-219	Building & Equipment Rent	3,132	4,000		4,000	1,514	4,000
000-2-221	Training	-	2,500		2,500	-	2,500
000-2-222	Dues & Subscriptions	2,701	2,100		2,100	-	2,100
000-2-223	Professional Services	2,750	3,500		3,500	2,500	3,500
000-2-224	Audit Costs	79,920	83,000		83,000	50,000	85,000
000-2-226	Insurance - WC & UC	3,586	4,960		4,960	2,180	5,165
Total Contractual Services		93,599	102,560	-	102,560	56,949	104,765
Commodities							
000-3-341	Materials & Supplies	4,813	5,000		5,000	1,381	5,000
Total Commodities		4,813	5,000	-	5,000	1,381	5,000
Total Accounting		471,723	478,361	-	478,361	219,072	500,590

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 418 Accounting
Unit 00 Administrative

Authorized Full Time Positions & Salary Schedule

FY 2022 Current		
Title	FLSA/Paygrade	FTE
City Auditor	E/128	1
Assistant City Auditor	E/124	1
Accountant - Senior	N-COMP/116	1
Accountant	N-COMP/115	1
Accounting Technician	N-COMP/113	1
Total		5

FY 2023 Proposed		
Title	FLSA/Paygrade	FTE
City Auditor	E/128	1
Assistant City Auditor	E/124	1
Accountant - Senior	N-COMP/116	1
Accountant	N-COMP/115	1
Accounting Technician	N-COMP/113	1
Total		5

FY 2022 Current	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	286,388
Irregular Part Time (IPT)	-
Overtime	-
Tool Allowance	-
Total	286,388

FY 2023 Proposed	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	304,217
Irregular Part Time (IPT)	-
Overtime	-
Tool Allowance	-
Total	304,217

Projected Capital Equipment Acquisitions

Unit # Equipment		FY 2023				FY 2024	FY 2025
		Direct Purchase	Lease Purchase	New Lease Payment	Total Lease Payment ¹	Estimate	Estimate
Total		-	-	-	-	-	-

¹Total Lease Payment includes all payments from outstanding lease purchase cycles that will be paid in FY 2023.

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 420 Engineering
Unit 00 Administrative

Full Time Employees	7
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Expense Object	FY 2021 Actual	FY 2022 Original	FY 2022 YTD Amend.	FY 2022 Current	FY 2022 YTD Dec. Actual	FY 2023 Proposed
Personal Services						
000-1-101 Elected Officials Salaries	-	-		-	-	-
000-1-103 Salaries & Wages	446,287	494,712		494,712	241,652	538,202
000-1-104 FICA	33,386	37,845		37,845	18,310	41,172
000-1-105 Medical & Life Insurance	43,226	51,968		51,968	24,614	54,614
000-1-106 PERS	44,629	49,471		49,471	24,165	47,538
000-1-111 Dental & Optical Insurance	3,640	3,269		3,269	1,536	3,661
000-1-112 Employee Insurance Cont.	(8,833)	(7,826)		(7,826)	(4,828)	(7,938)
Total Personal Services	562,335	629,439	-	629,439	305,449	677,249
Contractual Services						
000-2-211 Telephone	7,259	6,800		6,800	3,059	6,800
000-2-214 Travel	-	500		500	-	1,500
000-2-216 Mtce & Repair - Equipment	2,388	3,000		3,000	617	3,000
000-2-219 Building & Equipment Rent	41,721	43,000		43,000	20,877	43,000
000-2-221 Training	1,043	2,000		2,000	615	3,000
000-2-222 Dues & Subscriptions	1,537	2,000		2,000	827	2,000
000-2-223 Professional Services	-	15,000		15,000	-	15,000
000-2-226 Insurance - WC & UC	5,020	6,944		6,944	3,051	7,231
Total Contractual Services	58,968	79,244	-	79,244	29,046	81,531
Commodities						
000-3-341 Materials & Supplies	2,258	6,000		6,000	2,372	6,000
000-3-345 Uniforms	482	1,000	350	1,350	748	1,050
Total Commodities	2,740	7,000	350	7,350	3,120	7,050
Total Engineering	624,043	715,683	350	716,033	337,615	765,830

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 420 Engineering
Unit 00 Administrative

Authorized Full Time Positions & Salary Schedule

FY 2022 Current		
Title	FLSA/Paygrade	FTE
City Engineer	E/127	1
Assistant City Engineer	E/125	1
Landfill Engineer	E/123	1
Field Engineer	E/123	1
Design Technician	N-COMP/114	1
Surveyor	N-COMP/117	1
Engineering Inspection Tech.	N-COMP/114	1
Total		7

FY 2023 Proposed		
Title	FLSA/Paygrade	FTE
City Engineer	E/127	1
Assistant City Engineer	E/125	1
Landfill Engineer	E/123	1
Field Engineer	E/123	1
Design Technician	N-COMP/114	1
Surveyor	N-COMP/117	1
Engineering Inspection Tech.	N-COMP/114	1
Total		7

FY 2022 Current	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	494,712
Irregular Part Time (IPT)	-
Overtime	-
Tool Allowance	-
Total	494,712

FY 2023 Proposed	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	528,202
Irregular Part Time (IPT)	10,000
Overtime	-
Tool Allowance	-
Total	538,202

Projected Capital Equipment Acquisitions

		FY 2023				FY 2024	FY 2025
		Direct Purchase	Lease Purchase	New Lease Payment	Total Lease Payment ¹	Estimate	Estimate
501	Utility Vehicle	30,000	-	-	-	-	-
503	Pickup, Reg. Cab	31,000	-	-	-	-	-
502	Utility Vehicle	-	-	-	-	31,000	-
506	Utility Vehicle	-	-	-	-	-	32,000
Total		61,000	-	-	8,704	31,000	32,000

¹Total Lease Payment includes all payments from outstanding lease purchase cycles that will be paid in FY 2023.

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 420 Engineering
Unit 01 Stormwater

Full Time Employees	2
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Expense Object		FY 2021 Actual	FY 2022 Original	FY 2022 YTD Amend.	FY 2022 Current	FY 2022 YTD Dec. Actual	FY 2023 Proposed
Personal Services							
000-1-103	Salaries & Wages	136,304	137,252		137,252	66,627	146,366
000-1-104	FICA	10,048	10,500		10,500	5,046	11,197
000-1-105	Medical & Life Insurance	12,351	14,848		14,848	7,032	15,604
000-1-106	PERS	13,630	13,725		13,725	6,663	13,173
000-1-111	Dental & Optical Insurance	1,040	934		934	439	1,046
000-1-112	Employee Insurance Cont.	(5,038)	(2,236)		(2,236)	(2,087)	(2,268)
Total Personal Services		168,335	175,023	-	175,023	83,720	185,118
Contractual Services							
000-2-214	Travel	-	500		500	-	500
000-2-216	Mtce & Repair - Equipment	881	1,000		1,000	-	1,000
000-2-221	Training	-	2,000		2,000	-	2,000
000-2-222	Dues & Subscriptions	1,070	500		500	145	500
000-2-223	Professional Services	686	5,000		5,000	250	4,000
000-2-226	Insurance - WC & UC	1,434	1,984		1,984	872	2,066
000-2-230	Contracted Services	-	1,000		1,000	-	1,000
Total Contractual Services		4,071	11,984	-	11,984	1,267	11,066
Commodities							
000-3-341	Materials & Supplies	3,489	10,000		10,000	227	10,000
000-3-345	Uniforms	400	800	100	900	300	300
000-3-353	Computer Software	-	2,000		2,000	-	-
Total Commodities		3,889	12,800	100	12,900	527	10,300
Total Engineering		176,295	199,807	100	199,907	85,514	206,484

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 420 Engineering
Unit 01 Stormwater

Authorized Full Time Positions & Salary Schedule

FY 2022 Current		
Title	FLSA/Paygrade	FTE
MS4 General Permit Manager	E/124	1
MS4 Permit Compliance Spec.	N-COMP/116	1
Total		2

FY 2023 Proposed		
Title	FLSA/Paygrade	FTE
MS4 General Permit Manager	E/124	1
MS4 Permit Compliance Spec.	N-COMP/116	1
Total		2

FY 2022 Current	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	137,252
Irregular Part Time (IPT)	-
Overtime	-
Tool Allowance	-
Total	137,252

FY 2023 Proposed	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	146,366
Irregular Part Time (IPT)	-
Overtime	-
Tool Allowance	-
Total	146,366

Projected Capital Equipment Acquisitions

Unit # Equipment		FY 2023				FY 2024	FY 2025
		Direct Purchase	Lease Purchase	New Lease Payment	Total Lease Payment ¹	Estimate	Estimate
Total		-	-	-	-	-	-

¹Total Lease Payment includes all payments from outstanding lease purchase cycles that will be paid in FY 2023.

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 421 Mayor's Office of Economic and Community Development
Unit 00 Administrative

Full Time Employees	7
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Expense Object		FY 2021 Actual	FY 2022 Original	FY 2022 YTD Amend.	FY 2022 Current	FY 2022 YTD Dec. Actual	FY 2023 Proposed
Personal Services							
000-1-103	Salaries & Wages	392,680	382,858		382,858	184,359	415,993
000-1-104	FICA	29,235	29,289		29,289	14,121	31,823
000-1-105	Medical & Life Insurance	43,226	51,968		51,968	24,614	54,614
000-1-106	PERS	37,028	38,286		38,286	17,808	37,439
000-1-111	Dental & Optical Insurance	3,640	3,269		3,269	1,536	3,661
000-1-112	Employee Insurance Cont.	(7,388)	(7,826)		(7,826)	(3,443)	(7,938)
Total Personal Services		498,421	497,844	-	497,844	238,995	535,592
Contractual Services							
000-2-211	Telephone	952	1,400		1,400	453	1,400
000-2-213	Utilities	85	-		-	-	-
000-2-214	Travel	-	500		500	175	500
000-2-219	Building & Equipment Rent	2,757	3,000		3,000	1,669	3,000
000-2-221	Training	-	-		-	200	-
000-2-222	Dues & Subscriptions	125	2,000		2,000	500	2,000
000-2-226	Insurance - WC & UC	5,020	6,944		6,944	3,051	7,231
Total Contractual Services		8,939	13,844	-	13,844	6,048	14,131
Commodities							
000-3-341	Materials & Supplies	1,500	1,500		1,500	677	1,500
Total Commodities		1,500	1,500	-	1,500	677	1,500
Total Mayor's Office of Economic and Community Development		508,860	513,188	-	513,188	245,720	551,223

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 421 Mayor's Office of Economic and Community Development
Unit 00 Administrative

Authorized Full Time Positions & Salary Schedule

FY 2022 Current		
Title	FLSA/Paygrade	FTE
Dir. of Community & Eco. Dev.	E/129	1
Program Manager	N-COMP/119	1
Housing Program Supervisor	N-COMP/119	1
Grants Specialist	N-COMP/114	1
Housing Program Coord.	N-COMP/116	1
Housing Applications Coord.	N-COMP/112	1
Administrative Assistant I	N-COMP/109	1
Total		7

FY 2023 Proposed		
Title	FLSA/Paygrade	FTE
Dir. of Community & Eco. Dev.	E/129	1
Program Manager	N-COMP/119	1
Housing Program Supervisor	N-COMP/119	1
Grants Specialist	N-COMP/114	1
Housing Program Coord.	N-COMP/116	1
Housing Applications Coord.	N-COMP/112	1
Administrative Assistant I	N-COMP/109	1
Total		7

FY 2022 Current	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	382,858
Irregular Part Time (IPT)	-
Overtime	-
Tool Allowance	-
Total	382,858

FY 2023 Proposed	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	415,993
Irregular Part Time (IPT)	-
Overtime	-
Tool Allowance	-
Total	415,993

Projected Capital Equipment Acquisitions

Unit # Equipment		FY 2023				FY 2024	FY 2025
		Direct Purchase	Lease Purchase	New Lease Payment	Total Lease Payment ¹	Estimate	Estimate
Total		-	-	-	-	-	-

¹Total Lease Payment includes all payments from outstanding lease purchase cycles that will be paid in FY 2023.

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 422 Human Resources
Unit 00 Administrative

Full Time Employees	7
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Expense Object		FY 2021 Actual	FY 2022 Original	FY 2022 YTD Amend.	FY 2022 Current	FY 2022 YTD Dec. Actual	FY 2023 Proposed
Personal Services							
000-1-103	Salaries & Wages	378,214	402,272		402,272	204,744	417,881
000-1-104	FICA	27,749	30,774		30,774	15,353	31,968
000-1-105	Medical & Life Insurance	43,226	51,968		51,968	24,614	54,614
000-1-106	PERS	37,821	40,227		40,227	19,873	37,609
000-1-111	Dental & Optical Insurance	3,640	3,269		3,269	1,536	3,661
000-1-112	Employee Insurance Cont.	(9,905)	(7,826)		(7,826)	(4,761)	(7,938)
Total Personal Services		480,745	520,684	-	520,684	261,359	537,795
Contractual Services							
000-2-211	Telephone	1,939	2,200		2,200	995	2,200
000-2-214	Travel	-	1,000		1,000	-	1,000
000-2-216	Mtce & Repair - Equipment	-	500		500	-	500
000-2-217	Mtce & Repair - Auto/Truck	14	-		-	-	-
000-2-219	Building & Equipment Rent	3,724	4,500		4,500	1,778	4,500
000-2-220	Advertising & Legal Pub	-	1,000		1,000	177	1,000
000-2-221	Training	60	20,000		20,000	1,584	20,000
000-2-222	Dues & Subscriptions	3,559	6,090		6,090	3,340	6,000
000-2-226	Insurance - WC & UC	5,020	6,944		6,944	3,051	7,231
000-2-230	Contracted Services	67,010	90,000		90,000	25,751	110,000
Total Contractual Services		81,326	132,234	-	132,234	36,676	152,431
Commodities							
000-3-341	Materials & Supplies	1,970	5,000		5,000	2,267	5,000
Total Commodities		1,970	5,000	-	5,000	2,267	5,000
Total Human Resources		564,041	657,918	-	657,918	300,302	695,226

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 422 Human Resources
Unit 00 Administrative

Authorized Full Time Positions & Salary Schedule

FY 2022 Current		
Title	FLSA/Paygrade	FTE
Director of Human Resources	E/129	1
Assistant Director HR	E/121	1
Payroll Administrator	N-COMP/119	1
Safety Coordinator	N-COMP/116	1
Benefits Coordinator	N-COMP/116	1
HR Coordinator	N-COMP/115	1
Administrator Assistant I	N-COMP/109	1
Total		7

FY 2023 Proposed		
Title	FLSA/Paygrade	FTE
Director of Human Resources	E/129	1
Assistant Director HR	E/121	1
Payroll Administrator	N-COMP/119	1
Safety Coordinator	N-COMP/116	1
Benefits Coordinator	N-COMP/116	1
HR Coordinator	N-COMP/115	1
Administrator Assistant I	N-COMP/109	1
Total		7

FY 2022 Current	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	402,272
Irregular Part Time (IPT)	-
Overtime	-
Tool Allowance	-
Total	402,272

FY 2023 Proposed	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	417,881
Irregular Part Time (IPT)	-
Overtime	-
Tool Allowance	-
Total	417,881

Projected Capital Equipment Acquisitions

Unit # Equipment		FY 2023				FY 2024	FY 2025
		Direct Purchase	Lease Purchase	New Lease Payment	Total Lease Payment ¹	Estimate	Estimate
Total		-	-	-	-	-	-

¹Total Lease Payment includes all payments from outstanding lease purchase cycles that will be paid in FY 2023.

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 422 Human Resources
Unit 01 Wellness Program

Expense Object		FY 2021 Actual	FY 2022 Original	FY 2022 YTD Amend.	FY 2022 Current	FY 2022 YTD Dec. Actual	FY 2023 Proposed
Contractual Services							
000-2-214	Travel	-	250		250	-	250
000-2-216	Mtce & Repair - Equipment	393	1,500		1,500	-	1,500
000-2-221	Training	-	300		300	-	300
000-2-222	Dues & Subscriptions	-	300		300	-	300
000-2-230	Contracted Services	-	1,000		1,000	-	1,000
Total Contractual Services		393	3,350	-	3,350	-	3,350
Commodities							
000-3-341	Materials & Supplies	3,400	2,700		2,700	-	2,700
Total Commodities		3,400	2,700	-	2,700	-	2,700
Total Wellness Program		3,793	6,050	-	6,050	-	6,050

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 424 Main Street Program
Unit 00 Administrative

Expense Object	FY 2021 Actual	FY 2022 Original	FY 2022 YTD Amend.	FY 2022 Current	FY 2022 YTD Dec. Actual	FY 2023 Proposed
Contributions & Other						
000-5-568 Other Contributions	75,000	75,000		75,000	37,500	75,000
Total Contributions & Other	75,000	75,000	-	75,000	37,500	75,000
Total Main Street Program	75,000	75,000	-	75,000	37,500	75,000

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 427 Debt Service
Unit 00 Administrative

Expense Object		FY 2021 Actual	FY 2022 Original	FY 2022 YTD Amend.	FY 2022 Current	FY 2022 YTD Dec. Actual	FY 2023 Proposed
Contributions & Other							
000-5-566	Contributions to Other Funds	-	-		-	-	-
000-5-572	Interest on Bonds	60,175	49,894		49,894	25,579	38,663
000-6-671	Principal on Bonds	505,000	465,000		465,000	235,000	480,000
000-6-674	Bond Service Charges	1,750	1,750		1,750	-	1,750
Total Contributions & Other		566,925	516,644	-	516,644	260,579	520,413
Total Debt Service		566,925	516,644	-	516,644	260,579	520,413

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 429 Compensation Initiative
Unit 00 Administrative

Expense Object		FY 2021 Actual	FY 2022 Original	FY 2022 YTD Amend.	FY 2022 Current	FY 2022 YTD Dec. Actual	FY 2023 Proposed
Personal Services							
000-1-103	Salaries & Wages	-	-	625,500	625,500	405,000	-
000-1-104	FICA	-	-	34,531	34,531	-	-
000-1-107	Uniformed Pensions	-	-	21,803	21,803	-	-
Total Personal Services		-	-	681,834	681,834	405,000	-
Total Compensation Initiative		-	-	681,834	681,834	405,000	-

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 431 Mail Room
Unit 00 Administrative

Full Time Employees	1
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Expense Object		FY 2021 Actual	FY 2022 Original	FY 2022 YTD Amend.	FY 2022 Current	FY 2022 YTD Dec. Actual	FY 2023 Proposed
Personal Services							
000-1-103	Salaries & Wages	34,222	35,157		35,157	5,223	27,982
000-1-104	FICA	2,572	2,690		2,690	454	2,141
000-1-105	Medical & Life Insurance	6,175	7,424		7,424	3,516	7,802
000-1-106	PERS	3,422	3,516		3,516	522	2,518
000-1-111	Dental & Optical Insurance	520	467		467	219	523
000-1-112	Employee Insurance Cont.	(597)	(1,118)		(1,118)	(3)	(1,134)
Total Personal Services		46,314	48,136	-	48,136	9,931	39,832
Contractual Services							
000-2-211	Telephone	411	500		500	205	500
000-2-216	Mtce & Repair - Equipment	400	400		400	64	-
000-2-218	Postage	72,004	75,000		75,000	38,638	78,750
000-2-219	Building & Equipment Rent	37,043	37,200		37,200	15,581	37,200
000-2-226	Insurance - WC & UC	717	992		992	436	1,033
Total Contractual Services		110,575	114,092	-	114,092	54,924	117,483
Commodities							
000-3-341	Materials & Supplies	25,556	26,000		26,000	17,563	27,300
Total Commodities		25,556	26,000	-	26,000	17,563	27,300
Total Mail Room		182,445	188,228	-	188,228	82,418	184,615

Fund	001 General Fund
Department	431 Mail Room
Unit	00 Administrative

FY 2022 Current		
Title	FLSA/Paygrade	FTE
Office Support Specialist	N-OT/107	1
Total		1

FY 2023 Proposed		
Title	FLSA/Paygrade	FTE
Office Support Specialist	N-OT/107	1
Total		1

FY 2022 Current	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	35,157
Irregular Part Time (IPT)	-
Overtime	-
Tool Allowance	-
Total	35,157

FY 2023 Proposed	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	27,982
Irregular Part Time (IPT)	-
Overtime	-
Tool Allowance	-
Total	27,982

		FY 2023				FY 2024	FY 2025
		Direct Purchase	Lease Purchase	New Lease Payment	Total Lease Payment ¹	Estimate	Estimate
Unit #	Equipment						
Total		-	-	-	-	-	-

City of Charleston
Municipal Budget - FY 2023

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 432 Capitol Market
Unit 00 Administrative

Expense Object	FY 2021 Actual	FY 2022 Original	FY 2022 YTD Amend.	FY 2022 Current	FY 2022 YTD Dec. Actual	FY 2023 Proposed
Contributions & Other						
000-5-568 Other Contributions	-	20,000		20,000	10,000	20,000
Total Contributions & Other	-	20,000	-	20,000	10,000	20,000
Total Capitol Market	-	20,000	-	20,000	10,000	20,000

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 435 Regional Intergovernmental Council
Unit 00 Administrative

Expense Object	FY 2021 Actual	FY 2022 Original	FY 2022 YTD Amend.	FY 2022 Current	FY 2022 YTD Dec. Actual	FY 2023 Proposed
Contractual Services						
000-2-222 Dues & Subscriptions	20,099	19,904		19,904	-	20,000
Total Contractual Services	20,099	19,904	-	19,904	-	20,000

Total Regional Intergovernmental Council	20,099	19,904	-	19,904	-	20,000
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**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 436 Building Commission
Unit 00 Administrative

Full Time Employees	13
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Expense Object		FY 2021 Actual	FY 2022 Original	FY 2022 YTD Amend.	FY 2022 Current	FY 2022 YTD Dec. Actual	FY 2023 Proposed
Personal Services							
000-1-103	Salaries & Wages	653,905	681,327		681,327	332,007	729,106
000-1-104	FICA	48,283	52,122		52,122	25,437	55,777
000-1-105	Medical & Life Insurance	80,277	96,512		96,512	45,712	101,426
000-1-106	PERS	65,358	68,133		68,133	33,201	65,620
000-1-111	Dental & Optical Insurance	6,761	6,071		6,071	2,852	6,799
000-1-112	Employee Insurance Cont.	(21,579)	(14,534)		(14,534)	(8,260)	(14,742)
Total Personal Services		833,005	889,631	-	889,631	430,949	943,986
Contractual Services							
000-2-211	Telephone	8,221	8,500		8,500	3,581	8,500
000-2-214	Travel	-	5,000		5,000	1,004	5,000
000-2-217	Mtce & Repair - Auto/Truck	108	200		200	54	200
000-2-219	Building & Equipment Rent	46,789	43,000		43,000	24,739	43,000
000-2-220	Advertising & Legal Pub	3,857	1,000		1,000	911	2,500
000-2-221	Training	2,597	4,000		4,000	1,757	4,000
000-2-222	Dues & Subscriptions	2,889	2,500		2,500	619	2,500
000-2-223	Professional Services	28,142	10,000		10,000	9,333	15,000
000-2-226	Insurance - WC & UC	9,323	12,896		12,896	5,667	13,429
000-2-230	Contracted Services	1,165,570	300,000	813,000	1,113,000	616,321	500,000
Total Contractual Services		1,267,496	387,096	813,000	1,200,096	663,986	594,129
Commodities							
000-3-341	Materials & Supplies	8,429	10,000		10,000	2,621	10,000
000-3-345	Uniforms	-	-	550	550	2,311	3,850
000-3-347	Resale Merchandise	-	750		750	-	750
Total Commodities		8,429	10,750	550	11,300	4,932	14,600
Total Building Commission		2,108,930	1,287,477	813,550	2,101,027	1,099,867	1,552,715

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 436 Building Commission
Unit 00 Administrative

Authorized Full Time Positions & Salary Schedule

FY 2022 Current		
Title	FLSA/Paygrade	FTE
Building Commissioner	E/126	1
Deputy Building Code Official	N-COMP/119	1
Building Inspector	N-COMP/115	2
Property and Mtce. Inspector	N-COMP/114	7
Permit Coordinator	N-COMP/114	1
Permit Technician	N-COMP/109	1
Total		13

FY 2023 Proposed		
Title	FLSA/Paygrade	FTE
Building Commissioner	E/126	1
Deputy Building Code Official	N-COMP/119	1
Building Inspector	N-COMP/115	2
Property and Mtce. Inspector	N-COMP/114	7
Permit Coordinator	N-COMP/114	1
Permit Technician	N-COMP/109	1
Total		13

FY 2022 Current	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	681,327
Irregular Part Time (IPT)	-
Overtime	-
Tool Allowance	-
Total	681,327

FY 2023 Proposed	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	729,106
Irregular Part Time (IPT)	-
Overtime	-
Tool Allowance	-
Total	729,106

Projected Capital Equipment Acquisitions

Unit # Equipment		FY 2023				FY 2024	FY 2025
		Direct Purchase	Lease Purchase	New Lease Payment	Total Lease Payment ¹	Estimate	Estimate
545	Utility Vehicle	30,000	-	-	-	-	-
551	Admin. Vehicle	28,000	-	-	-	-	-
552	Admin. Vehicle	28,000	-	-	-	-	-
553	Admin. Vehicle	28,000	-	-	-	-	-
543	Utility Vehicle	-	-	-	-	31,000	-
548	Admin. Vehicle	-	-	-	-	-	30,000
549	Admin. Vehicle	-	-	-	-	-	30,000
Total		114,000	-	-	2,411	31,000	60,000

¹Total Lease Payment includes all payments from outstanding lease purchase cycles that will be paid in FY 2023.

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 437 Planning
Unit 00 Administrative

Full Time Employees	8
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Expense Object		FY 2021 Actual	FY 2022 Original	FY 2022 YTD Amend.	FY 2022 Current	FY 2022 YTD Dec. Actual	FY 2023 Proposed	Proposed vs Current
Personal Services								
000-1-103	Salaries & Wages	390,914	467,710		467,710	213,593	499,722	32,012
000-1-104	FICA	28,610	35,780		35,780	15,986	38,229	2,449
000-1-105	Medical & Life Insurance	43,226	59,392		59,392	28,130	62,416	3,024
000-1-106	PERS	39,091	46,771		46,771	21,359	44,975	(1,796)
000-1-111	Dental & Optical Insurance	3,640	3,736		3,736	1,741	4,184	448
000-1-112	Employee Insurance Cont.	(10,363)	(8,944)		(8,944)	(5,164)	(9,072)	(128)
Total Personal Services		495,118	604,445	-	604,445	275,645	640,454	36,009
Contractual Services								
000-2-211	Telephone	2,905	3,000		3,000	1,342	3,000	-
000-2-214	Travel	-	1,000		1,000	234	1,000	-
000-2-216	Mtce & Repair - Equipment	-	250		250	-	250	-
000-2-217	Mtce & Repair - Auto/Truck	42	100		100	-	100	-
000-2-219	Building & Equipment Rent	29,725	32,000		32,000	17,446	32,000	-
000-2-220	Advertising & Legal Pub	1,308	1,500		1,500	566	1,500	-
000-2-221	Training	-	1,000		1,000	-	1,000	-
000-2-222	Dues & Subscriptions	1,550	3,000		3,000	671	3,000	-
000-2-223	Professional Services	436	1,000	250,000	251,000	55,888	1,000	(250,000)
000-2-226	Insurance - WC & UC	4,197	7,936		7,936	3,487	8,264	328
000-2-230	Contracted Services	235	500		500	166	500	-
Total Contractual Services		40,398	51,286	250,000	301,286	79,800	51,614	(249,672)
Commodities								
000-3-341	Materials & Supplies	4,733	5,000		5,000	1,671	5,000	-
Total Commodities		4,733	5,000	-	5,000	1,671	5,000	-
Total Planning		540,249	660,731	250,000	910,731	357,116	697,068	(213,663)

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 437 Planning
Unit 00 Administrative

Authorized Full Time Positions & Salary Schedule

FY 2022 Current		
Title	FLSA/Paygrade	FTE
Director of Planning	E/129	1
Planner	N-COMP/119	3
Plans Reviewer II	N-COMP/119	1
Zoning Compliance Technician	N-COMP/116	2
Planning Specialist	N-COMP/116	1
Total		8

FY 2023 Proposed		
Title	FLSA/Paygrade	FTE
Director of Planning	E/129	1
Planner	N-COMP/119	3
Plans Reviewer II	N-COMP/119	1
Zoning Compliance Technician	N-COMP/116	2
Planning Specialist	N-COMP/116	1
Total		8

FY 2022 Current	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	467,710
Irregular Part Time (IPT)	-
Overtime	-
Tool Allowance	-
Total	467,710

FY 2023 Proposed	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	499,722
Irregular Part Time (IPT)	-
Overtime	-
Tool Allowance	-
Total	499,722

Projected Capital Equipment Acquisitions

Unit # Equipment		FY 2023				FY 2024	FY 2025
		Direct Purchase	Lease Purchase	New Lease Payment	Total Lease Payment ¹	Estimate	Estimate
500 Admin. Vehicle		-	-	-	-	-	30,000
Total		-	-	-	4,821	-	30,000

¹Total Lease Payment includes all payments from outstanding lease purchase cycles that will be paid in FY 2023.

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 438 Elections
Unit 00 Administrative

Expense Object		FY 2021 Actual	FY 2022 Original	FY 2022 YTD Amend.	FY 2022 Current	FY 2022 YTD Dec. Actual	FY 2023 Proposed
Contractual Services							
000-2-230	Contracted Services	-	22,000		22,000	-	22,000
Total Contractual Services		-	22,000	-	22,000	-	22,000
Total Elections		-	22,000	-	22,000	-	22,000

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 439 Information Systems
Unit 00 Administrative

Full Time Employees	10
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Expense Object		FY 2021 Actual	FY 2022 Original	FY 2022 YTD Amend.	FY 2022 Current	FY 2022 YTD Dec. Actual	FY 2023 Proposed
Personal Services							
000-1-103	Salaries & Wages	509,880	607,126		607,126	261,758	631,331
000-1-104	FICA	37,570	46,445		46,445	19,693	48,297
000-1-105	Medical & Life Insurance	61,751	74,240		74,240	35,163	78,020
000-1-106	PERS	50,829	60,713		60,713	25,576	56,820
000-1-111	Dental & Optical Insurance	5,201	4,670		4,670	2,194	5,230
000-1-112	Employee Insurance Cont.	(11,741)	(11,180)		(11,180)	(4,640)	(11,340)
Total Personal Services		653,490	782,014	-	782,014	339,744	808,358
Contractual Services							
000-2-211	Telephone	260,742	214,200		214,200	132,192	260,000
000-2-214	Travel	-	2,000		2,000	-	2,000
000-2-216	Mtce & Repair - Equipment	571,301	634,000		634,000	342,610	604,000
000-2-219	Building & Equipment Rent	816	750		750	368	750
000-2-221	Training	6,000	9,200		9,200	1,898	9,200
000-2-222	Dues & Subscriptions	149	300		300	158	300
000-2-223	Professional Services	6,610	10,000		10,000	499	10,000
000-2-226	Insurance - WC & UC	7,994	9,920		9,920	4,359	10,330
000-2-230	Contracted Services	-	20,000		20,000	-	20,000
Total Contractual Services		853,612	900,370	-	900,370	482,084	916,580
Commodities							
000-3-341	Materials & Supplies	15,754	16,000		16,000	3,809	16,800
000-3-353	Computer Software	-	500		500	-	500
Total Commodities		15,754	16,500	-	16,500	3,809	17,300
Contributions & Other							
000-5-566	Contributions to Other Funds	500,000	-	550,000	550,000	-	-
Total Contributions & Other		500,000	-	550,000	550,000	-	-
Total Information Systems		2,022,856	1,698,884	550,000	2,248,884	825,637	1,742,238

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 439 Information Systems
Unit 00 Administrative

Authorized Full Time Positions & Salary Schedule

FY 2022 Current		
Title	FLSA/Paygrade	FTE
IT Operations/Projects Mngr.	E/124	1
GIS Manager	E/123	1
Apps. & Reporting Analyst	E/121	1
Network Administrator	E/119	4
Electronic Media Specialist	E/119	1
Info. Services Coordinator	E/113	1
PC Technician	E/113	1
Total		10

FY 2023 Proposed		
Title	FLSA/Paygrade	FTE
IT Operations/Projects Mngr.	E/124	1
GIS Manager	E/123	1
Apps. & Reporting Analyst	E/121	1
Network Administrator	E/119	4
Electronic Media Specialist	E/119	1
Info. Services Coordinator	E/113	1
PC Technician	E/113	1
Total		10

FY 2022 Current	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	580,179
Irregular Part Time (IPT)	-
Overtime	-
Tool Allowance	-
Total	580,179

FY 2023 Proposed	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	631,331
Irregular Part Time (IPT)	-
Overtime	-
Tool Allowance	-
Total	631,331

Projected Capital Equipment Acquisitions

Unit # Equipment		FY 2023				FY 2024	FY 2025
		Direct Purchase	Lease Purchase	New Lease Payment	Total Lease Payment ¹	Estimate	Estimate
	PCs, Servers, Other	235,500	-	-	-	240,500	153,000
	Total	235,500	-	-	-	240,500	153,000

¹Total Lease Payment includes all payments from outstanding lease purchase cycles that will be paid in FY 2023.

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 440 General Services
Unit 00 Administrative

Full Time Employees	11
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Expense Object		FY 2021 Actual	FY 2022 Original	FY 2022 YTD Amend.	FY 2022 Current	FY 2022 YTD Dec. Actual	FY 2023 Proposed
Personal Services		-					
000-1-103	Salaries & Wages	465,623	539,440	24,714	564,154	237,054	531,557
000-1-104	FICA	34,104	41,267	1,891	43,158	18,032	40,664
000-1-105	Medical & Life Insurance	67,926	81,664	7,424	89,088	42,195	85,822
000-1-106	PERS	46,031	49,444	2,471	51,915	23,261	43,790
000-1-111	Dental & Optical Insurance	5,721	5,137	467	5,604	2,618	5,753
000-1-112	Employee Insurance Cont.	(24,445)	(12,298)	(1,118)	(13,416)	(9,133)	(12,474)
Total Personal Services		594,960	704,654	35,849	740,503	314,027	695,112
Contractual Services							
000-2-211	Telephone	21,965	18,500		18,500	10,144	20,000
000-2-213	Utilities	215,218	241,500		241,500	92,111	241,500
000-2-215	Mtce & Repair - Bldg/Ground	13,951	50,000		50,000	27,855	50,000
000-2-216	Mtce & Repair - Equipment	5,168	60,000		60,000	3,079	60,000
000-2-219	Building & Equipment Rent	1,197	25,000		25,000	1,100	20,000
000-2-221	Training	-	3,000		3,000	-	3,000
000-2-222	Dues & Subscriptions	440	400		400	168	450
000-2-223	Professional Services	56	200		200	42	200
000-2-226	Insurance - WC & UC	7,888	10,912	992	11,904	5,231	11,363
000-2-230	Contracted Services	22,218	50,000		50,000	9,393	50,000
Total Contractual Services		288,101	459,512	992	460,504	149,123	456,513
Commodities							
000-3-341	Materials & Supplies	66,694	88,000		88,000	24,153	88,000
000-3-345	Uniforms	1,392	5,000	550	5,550	5,400	4,950
Total Commodities		68,086	93,000	550	93,550	29,553	92,950
Total General Services		951,147	1,257,166	37,391	1,294,557	492,703	1,244,575

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 440 General Services
Unit 00 Administrative

Authorized Full Time Positions & Salary Schedule

FY 2022 Current		
Title	FLSA/Paygrade	FTE
Electrician	N-COMP/112	1
HVAC Technician	N-COMP/111	1
Carpenter	N-OT/110	4
Maintenance Foreman	N-OT/108	1
Maintenance Worker	N-OT/107	2
Custodian	N-OT/104	3
Total		12

FY 2023 Proposed		
Title	FLSA/Paygrade	FTE
Electrician	N-OT/112	1
HVAC Technician	N-COMP/111	1
Carpenter	N-OT/110	4
Maintenance Foreman	N-OT/108	1
Maintenance Worker	N-OT/107	2
Custodian	N-OT/104	2
Total		11

FY 2022 Current	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	453,634
Irregular Part Time (IPT)	45,000
Overtime	65,520
Tool Allowance	-
Total	564,154

FY 2023 Proposed	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	416,451
Irregular Part Time (IPT)	45,000
Overtime	70,106
Tool Allowance	-
Total	531,557

Projected Capital Equipment Acquisitions

		FY 2023				FY 2024	FY 2025
		Direct Purchase	Lease Purchase	New Lease Payment	Total Lease Payment ¹	Estimate	Estimate
553	Pickup, Ext. Cab	32,000	-	-	-	-	-
566	Van, Cargo	32,000	-	-	-	-	-
606	Pickup, Ext. Cab	-	-	-	-	-	35,000
Total		64,000	-	-	31,599	-	35,000

¹Total Lease Payment includes all payments from outstanding lease purchase cycles that will be paid in FY 2023.

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 440 City Hall
Unit 93 Regular Retiree Health Benefits

Regular Retiree Count	179
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Expense Object		FY 2021 Actual	FY 2022 Original	FY 2022 YTD Amend.	FY 2022 Current	FY 2022 YTD Dec. Actual	FY 2023 Proposed
Personal Services							
000-1-105	Medical & Life Insurance	2,513,875	2,341,222		2,341,222	1,069,448	2,250,000
000-1-111	Dental & Optical Insurance	94,868	90,000		90,000	43,573	85,000
000-1-112	Employee Insurance Cont.	(258,896)	(225,000)		(225,000)	(79,086)	(205,000)
Total Personal Services		2,349,847	2,206,222	-	2,206,222	1,033,935	2,130,000

Total Regular Retiree Health Benefits		2,349,847	2,206,222	-	2,206,222	1,033,935	2,130,000
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**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 442 Strategy Management
Unit 01 Constituent Services

Full Time Employees	4
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Expense Object		FY 2021 Actual	FY 2022 Original	FY 2022 YTD Amend.	FY 2022 Current	FY 2022 YTD Dec. Actual	FY 2023 Proposed
Personal Services							
000-1-103	Salaries & Wages	83,765	119,651	83,888	203,539	63,587	193,204
000-1-104	FICA	6,229	9,153	6,417	15,570	5,002	14,780
000-1-105	Medical & Life Insurance	18,525	22,272	7,424	29,696	14,065	31,208
000-1-106	PERS	8,377	11,965	6,049	18,014	6,359	15,282
000-1-111	Dental & Optical Insurance	1,536	1,401	467	1,868	863	2,092
000-1-112	Employee Insurance Cont.	(2,334)	(3,354)	(1,118)	(4,472)	(998)	(4,536)
Total Personal Services		116,098	161,088	103,127	264,215	88,878	252,030
Contractual Services							
000-2-211	Telephone	1,622	500		500	855	1,500
000-2-214	Travel	-	500		500	-	500
000-2-219	Building & Equipment Rent	919	3,000		3,000	441	3,000
000-2-221	Training	-	2,000		2,000	-	2,000
000-2-222	Dues & Subscriptions	113	2,000		2,000	91	2,000
000-2-226	Insurance - WC & UC	2,151	2,976	992	3,968	1,744	4,132
Total Contractual Services		4,805	10,976	992	11,968	3,131	13,132
Commodities							
000-3-341	Materials & Supplies	66	1,000		1,000	1	1,000
Total Commodities		66	1,000	-	1,000	1	1,000
Total Strategy Management		120,969	173,064	104,119	277,183	92,010	266,162

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 442 Strategy Management
Unit 01 Constituent Services

Authorized Full Time Positions & Salary Schedule

FY 2022 Current		
Title	FLSA/Paygrade	FTE
Communications Specialist	E/119	1
Sr. Special Events Coordinator	N-OT/114	1
Constituent Services Assistant	N-COMP/109	2
Total		4

FY 2023 Proposed		
Title	FLSA/Paygrade	FTE
Communications Specialist	E/119	1
Sr. Special Events Coordinator	N-OT/114	1
Constituent Services Assistant	N-COMP/109	2
Total		4

FY 2022 Current	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	181,695
Irregular Part Time (IPT)	23,400
Overtime	-
Tool Allowance	-
Total	205,095

FY 2023 Proposed	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	169,804
Irregular Part Time (IPT)	23,400
Overtime	-
Tool Allowance	-
Total	193,204

Projected Capital Equipment Acquisitions

Unit # Equipment		FY 2023				FY 2024	FY 2025
		Direct Purchase	Lease Purchase	New Lease Payment	Total Lease Payment ¹	Estimate	Estimate
Total		-	-	-	-	-	-

¹Total Lease Payment includes all payments from outstanding lease purchase cycles that will be paid in FY 2023.

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 444 Transfers to Other Funds
Unit 00 General Engineering Maintenance

Expense Object		FY 2021 Actual	FY 2022 Original	FY 2022 YTD Amend.	FY 2022 Current	FY 2022 YTD Dec. Actual	FY 2023 Proposed
Contributions & Other							
000-5-566	Contributions to Other Funds	1,285,000	-	535,000	535,000	-	535,000
Total Contributions & Other		1,285,000	-	535,000	535,000	-	535,000
Total Transfers to Other Funds		1,285,000	-	535,000	535,000	-	535,000

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 444 Transfers to Other Funds
Unit 04 City Service Fee Capital Projects Fund

Expense Object		FY 2021 Actual	FY 2022 Original	FY 2022 YTD Amend.	FY 2022 Current	FY 2022 YTD Dec. Actual	FY 2023 Proposed
Contributions & Other							
000-5-566	Contributions to Other Funds	4,067,547	3,000,000		3,000,000	-	3,000,000
Total Contributions & Other		4,067,547	3,000,000	-	3,000,000	-	3,000,000
Total Transfers to Other Funds		4,067,547	3,000,000	-	3,000,000	-	3,000,000

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 444 Transfers to Other Funds
Unit 05 Municipal Stabilization

Expense Object		FY 2021 Actual	FY 2022 Original	FY 2022 YTD Amend.	FY 2022 Current	FY 2022 YTD Dec. Actual	FY 2023 Proposed
Contributions & Other							
000-5-566	Contributions to Other Funds	15,825,000	-		-	-	-
	Total Contributions & Other	15,825,000	-	-	-	-	-
Total Transfers to Other Funds		15,825,000	-	-	-	-	-

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 444 Transfers to Other Funds
Unit 06 Ball Park Maintenance Fund

Expense Object		FY 2021 Actual	FY 2022 Original	FY 2022 YTD Amend.	FY 2022 Current	FY 2022 YTD Dec. Actual	FY 2023 Proposed
Contributions & Other							
000-5-566	Contributions to Other Funds	25,000	25,000		25,000	-	25,000
Total Contributions & Other		25,000	25,000	-	25,000	-	25,000
Total Transfers to Other Funds		25,000	25,000	-	25,000	-	25,000

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 444 Transfers to Other Funds
Unit 07 Facilities Maintenance Fund

Expense Object		FY 2021 Actual	FY 2022 Original	FY 2022 YTD Amend.	FY 2022 Current	FY 2022 YTD Dec. Actual	FY 2023 Proposed
Contributions & Other							
000-5-566	Contributions to Other Funds	610,000	-	610,000	610,000	-	610,000
Total Contributions & Other		610,000	-	610,000	610,000	-	610,000
Total Transfers to Other Funds		610,000	-	610,000	610,000	-	610,000

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 444 Transfers to Other Funds
Unit 12 Tourism & Promotions Fund

Expense Object	FY 2021 Actual	FY 2022 Original	FY 2022 YTD Amend.	FY 2022 Current	FY 2022 YTD Dec. Actual	FY 2023 Proposed
Contributions & Other						
000-5-566 Contributions to Other Funds	-	-	300,000	300,000	-	-
Total Contributions & Other	-	-	300,000	300,000	-	-
Total Transfers to Other Funds	-	-	300,000	300,000	-	-

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 444 Transfers to Other Funds
Unit 14 Business Economic Impact Fund

Expense Object		FY 2021 Actual	FY 2022 Original	FY 2022 YTD Amend.	FY 2022 Current	FY 2022 YTD Dec. Actual	FY 2023 Proposed
Contributions & Other							
000-5-566	Contributions to Other Funds	750,000	-	323,787	323,787	-	-
Total Contributions & Other		750,000	-	323,787	323,787	-	-
Total Transfers to Other Funds		750,000	-	323,787	323,787	-	-

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 444 Transfers to Other Funds
Unit 15 Beautification Commission Fund

Expense Object		FY 2021 Actual	FY 2022 Original	FY 2022 YTD Amend.	FY 2022 Current	FY 2022 YTD Dec. Actual	FY 2023 Proposed
Contributions & Other							
000-5-566	Contributions to Other Funds	-	-	100,000	100,000	-	-
Total Contributions & Other		-	-	100,000	100,000	-	-
Total Transfers to Other Funds		-	-	100,000	100,000	-	-

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 444 Transfers to Other Funds
Unit 16 Green Initiatives Fund

Expense Object		FY 2021 Actual	FY 2022 Original	FY 2022 YTD Amend.	FY 2022 Current	FY 2022 YTD Dec. Actual	FY 2023 Proposed
Contributions & Other							
000-5-566	Contributions to Other Funds	-	-	250,000	250,000	-	-
Total Contributions & Other		-	-	250,000	250,000	-	-
Total Transfers to Other Funds		-	-	250,000	250,000	-	-

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 444 Transfers to Other Funds
Unit 17 Sidewalk Improvement Program Fund

Expense Object	FY 2021 Actual	FY 2022 Original	FY 2022 YTD Amend.	FY 2022 Current	FY 2022 YTD Dec. Actual	FY 2023 Proposed
Contributions & Other						
000-5-566 Contributions to Other Funds	-	-	250,000	250,000	-	-
Total Contributions & Other	-	-	250,000	250,000	-	-
Total Transfers to Other Funds	-	-	250,000	250,000	-	-

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 500 Morris Square Property
Unit 00 Administrative

Full Time Employees	2
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Expense Object		FY 2021 Actual	FY 2022 Original	FY 2022 YTD Amend.	FY 2022 Current	FY 2022 YTD Dec. Actual	FY 2023 Proposed
Personal Services							
000-1-103	Salaries & Wages	24,816	35,894		35,894	13,800	72,864
000-1-104	FICA	1,792	2,746		2,746	1,035	5,574
000-1-105	Medical & Life Insurance	6,175	7,424		7,424	3,516	15,604
000-1-106	PERS	2,479	3,589		3,589	1,380	6,558
000-1-111	Dental & Optical Insurance	544	467		467	219	1,046
000-1-112	Employee Insurance Cont.	(507)	(1,118)		(1,118)	(483)	(2,268)
Total Personal Services		35,299	49,002	-	49,002	19,467	99,378
Contractual Services							
000-2-211	Telephone	132	1,500		1,500	-	1,500
000-2-213	Utilities	183,191	225,000		225,000	94,064	225,000
000-2-215	Mtce & Repair - Bldg/Ground	16,741	30,000		30,000	18,806	30,000
000-2-219	Building & Equipment Rent	1,211	1,000		1,000	827	1,000
000-2-226	Insurance - WC & UC	717	992		992	436	2,066
000-2-230	Contracted Services	4,370	25,000		25,000	2,059	25,000
Total Contractual Services		206,362	283,492	-	283,492	116,192	284,566
Commodities							
000-3-341	Materials & Supplies	6,866	44,000		44,000	1,748	40,000
000-3-345	Uniforms	-	-	50	50	-	900
Total Commodities		6,866	44,000	50	44,050	1,748	40,900
Total Morris Square Property		248,527	376,494	50	376,544	137,407	424,844

Fund	001 General Fund
Department	500 Morris Square Property
Unit	00 Administrative

FY 2022 Current		
Title	FLSA/Paygrade	FTE
Custodian	N-OT/104	1
Total		1

FY 2023 Proposed		
Title	FLSA/Paygrade	FTE
Custodian	N-OT/104	2
Total		2

FY 2022 Current	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	25,814
Irregular Part Time (IPT)	-
Overtime	10,080
Tool Allowance	-
Total	35,894

FY 2023 Proposed	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	62,784
Irregular Part Time (IPT)	-
Overtime	10,080
Tool Allowance	-
Total	72,864

		FY 2023				FY 2024	FY 2025
		Direct Purchase	Lease Purchase	New Lease Payment	Total Lease Payment ¹	Estimate	Estimate
Unit #	Equipment						
Total		-	-	-	-	-	-

City of Charleston
Municipal Budget - FY 2023

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 501 Wellness Center
Unit 00 Administrative

Full Time Employees	0
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Expense Object		FY 2021 Actual	FY 2022 Original	FY 2022 YTD Amend.	FY 2022 Current	FY 2022 YTD Dec. Actual	FY 2023 Proposed
Personal Services							
Total Personal Services		-	-	-	-	-	-
Contractual Services							
000-2-211	Telephone	1,569	4,200		4,200	848	4,200
000-2-219	Building & Equipment Rent	1,229	20,500		20,500	9,078	20,500
000-2-223	Professional Services	177	-		-	835	
000-2-230	Contracted Services	1,022,004	554,800	200,000	754,800	391,927	829,944
Total Contractual Services		1,024,979	579,500	200,000	779,500	402,688	854,644
Commodities							
000-3-341	Materials & Supplies	32,060	40,000		40,000	13,334	41,000
Total Commodities		32,060	40,000	-	40,000	13,334	41,000
Total Wellness Center		1,057,039	619,500	200,000	819,500	416,022	895,644

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 566 Public Works
Unit 00 Administrative

Full Time Employees	3
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Expense Object		FY 2021 Actual	FY 2022 Original	FY 2022 YTD Amend.	FY 2022 Current	FY 2022 YTD Dec. Actual	FY 2023 Proposed
Personal Services							
000-1-103	Salaries & Wages	197,375	195,000		195,000	94,608	193,961
000-1-104	FICA	14,888	14,918		14,918	7,225	14,838
000-1-105	Medical & Life Insurance	18,525	22,272		22,272	10,549	23,406
000-1-106	PERS	19,241	19,500		19,500	9,461	17,456
000-1-111	Dental & Optical Insurance	1,560	1,401		1,401	658	1,569
000-1-112	Employee Insurance Cont.	(2,930)	(3,354)		(3,354)	(1,471)	(3,402)
Total Personal Services		248,659	249,737	-	249,737	121,030	247,828
Contractual Services							
000-2-211	Telephone	29,706	30,000		30,000	14,209	30,000
000-2-213	Utilities	70,658	100,000		100,000	26,932	100,000
000-2-214	Travel	-	500		500	-	500
000-2-221	Training	-	500		500	-	500
000-2-226	Insurance - WC & UC	2,151	2,976		2,976	1,308	3,099
Total Contractual Services		102,515	133,976	-	133,976	42,449	134,099
Commodities							
000-3-341	Materials & Supplies	934	500		500	4,190	500
Total Commodities		934	500	-	500	4,190	500
Total Public Works		352,108	384,213	-	384,213	167,669	382,427

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 566 Public Works
Unit 00 Administrative

Authorized Full Time Positions & Salary Schedule

FY 2022 Current		
Title	FLSA/Paygrade	FTE
Director of Public Works	E/132	1
Administrative Assistant I	N-OT/109	2
Total		3

FY 2023 Proposed		
Title	FLSA/Paygrade	FTE
Director of Public Works	E/132	1
Administrative Assistant I	N-OT/109	2
Total		3

FY 2022 Current	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	192,000
Irregular Part Time (IPT)	-
Overtime	3,000
Tool Allowance	-
Total	195,000

FY 2023 Proposed	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	190,751
Irregular Part Time (IPT)	-
Overtime	3,210
Tool Allowance	-
Total	193,961

Projected Capital Equipment Acquisitions

Unit # Equipment		FY 2023				FY 2024	FY 2025
		Direct Purchase	Lease Purchase	New Lease Payment	Total Lease Payment ¹	Estimate	Estimate
Total		-	-	-	-	-	-

¹Total Lease Payment includes all payments from outstanding lease purchase cycles that will be paid in FY 2023.

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 567 Public Grounds
Unit 00 Administrative

Full Time Employees	26
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Expense Object		FY 2021 Actual	FY 2022 Original	FY 2022 YTD Amend.	FY 2022 Current	FY 2022 YTD Dec. Actual	FY 2023 Proposed
Personal Services							
000-1-103	Salaries & Wages	840,369	878,569		878,569	410,993	924,401
000-1-104	FICA	62,710	67,211		67,211	31,885	70,717
000-1-105	Medical & Life Insurance	160,607	193,024		193,024	91,423	202,852
000-1-106	PERS	83,474	87,857		87,857	41,099	83,196
000-1-111	Dental & Optical Insurance	13,468	12,142		12,142	5,704	13,598
000-1-112	Employee Insurance Cont.	(23,914)	(29,068)		(29,068)	(9,784)	(29,484)
Total Personal Services		1,136,714	1,209,735	-	1,209,735	571,320	1,265,280
Contractual Services							
000-2-213	Utilities	1,681	1,200		1,200	679	1,200
000-2-214	Travel	-	1,000		1,000	-	1,000
000-2-215	Mtce & Repair - Bldg/Ground	-	5,000		5,000	-	5,000
000-2-216	Mtce & Repair - Equipment	289	5,000		5,000	-	5,000
000-2-219	Building & Equipment Rent	844	500		500	1,596	500
000-2-221	Training	-	300		300	-	300
000-2-222	Dues & Subscriptions	-	200		200	-	200
000-2-226	Insurance - WC & UC	18,645	25,792		25,792	11,334	26,858
000-2-230	Contracted Services	-	4,000	100,000	104,000	-	84,000
Total Contractual Services		21,459	42,992	100,000	142,992	13,609	124,058
Commodities							
000-3-341	Materials & Supplies	66,556	100,000	100,000	200,000	51,153	150,000
000-3-345	Uniforms	9,213	12,000	1,300	13,300	9,182	11,700
Total Commodities		75,769	112,000	101,300	213,300	60,335	161,700
Total Public Grounds		1,233,942	1,364,727	201,300	1,566,027	645,264	1,551,038

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 567 Public Grounds
Unit 00 Administrative

Authorized Full Time Positions & Salary Schedule

FY 2022 Current		
Title	FLSA/Paygrade	FTE
Deputy Director Public Grounds	E/121	1
Grounds Crew Leader	N-OT/113	1
Tree Trimmer	N-OT/109	2
Heavy Equipment Operator	N-OT/108	2
Small Engine Mechanic	N-OT/108	1
Tree Crew Leader	N-OT/113	1
Custodian	N-OT/104	1
Grounds Maintenance Worker	N-OT/104	17
Total		26

FY 2023 Proposed		
Title	FLSA/Paygrade	FTE
Deputy Director Public Grounds	E/121	1
Grounds Crew Leader	N-OT/113	1
Tree Trimmer	N-OT/109	2
Heavy Equipment Operator	N-OT/108	2
Small Engine Mechanic	N-OT/108	1
Tree Crew Leader	N-OT/113	1
Custodian	N-OT/104	1
Grounds Maintenance Worker	N-OT/104	17
Total		26

FY 2022 Current	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	853,369
Irregular Part Time (IPT)	-
Overtime	25,200
Tool Allowance	-
Total	878,569

FY 2023 Proposed	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	897,437
Irregular Part Time (IPT)	-
Overtime	26,964
Tool Allowance	-
Total	924,401

Projected Capital Equipment Acquisitions

Unit # Equipment		FY 2023				FY 2024	FY 2025
		Direct Purchase	Lease Purchase	New Lease Payment	Total Lease Payment ¹	Estimate	Estimate
T-6	Trailer	5,000	-	-	-	-	-
T-1	Trailer, Dump	1,000	-	-	-	-	-
8	Utility Vehicle	-	-	-	-	30,000	-
383	RTV	-	-	-	-	17,000	-
M6	Mower, Remote	-	-	-	-	25,000	-
M7	Mower, Remote	-	-	-	-	25,000	-
M8	Mower, Remote	-	-	-	-	25,000	-
360	Pickup, Crew Cab	-	-	-	-	-	35,000
365	Pickup, Crew Cab	-	-	-	-	-	35,000
T-10	Trailer	-	-	-	-	-	500
CH8	Chipper	-	-	-	-	-	50,000
Total		6,000	-	-	112,730	122,000	120,500

¹Total Lease Payment includes all payments from outstanding lease purchase cycles that will be paid in FY 2023.

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 567 Public Grounds
Unit 01 Carriage Trail

Full Time Employees	2
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Expense Object		FY 2021 Actual	FY 2022 Original	FY 2022 YTD Amend.	FY 2022 Current	FY 2022 YTD Dec. Actual	FY 2023 Proposed
Personal Services							
000-1-103	Salaries & Wages	65,057	69,658		69,658	34,231	74,534
000-1-104	FICA	4,816	5,329		5,329	2,622	5,702
000-1-105	Medical & Life Insurance	12,350	14,848		14,848	7,033	15,604
000-1-106	PERS	6,506	6,966		6,966	3,423	6,708
000-1-111	Dental & Optical Insurance	1,040	934		934	439	1,046
000-1-112	Employee Insurance Cont.	(1,425)	(2,236)		(2,236)	(590)	(2,268)
Total Personal Services		88,344	95,499	-	95,499	47,158	101,326
Contractual Services							
000-2-219	Building & Equipment Rent	-	-	5,000	5,000	4,778	-
000-2-226	Insurance - WC & UC	1,434	1,984		1,984	872	2,066
Total Contractual Services		1,434	1,984	5,000	6,984	5,650	2,066
Commodities							
000-3-341	Materials & Supplies	15,768	4,000	5,000	9,000	5,092	4,000
000-3-345	Uniforms	799	800	100	900	750	900
Total Commodities		16,567	4,800	5,100	9,900	5,842	4,900
Total Public Grounds		106,345	102,283	10,100	112,383	58,650	108,292

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 567 Public Grounds
Unit 01 Carriage Trail

Authorized Full Time Positions & Salary Schedule

FY 2022 Current		
Title	FLSA/Paygrade	FTE
Trail Specialist	N-OT/106	1
Grounds Maintenance Worker	N-OT/104	1
Total		2

FY 2023 Proposed		
Title	FLSA/Paygrade	FTE
Trail Specialist	N-OT/106	1
Grounds Maintenance Worker	N-OT/104	1
Total		2

FY 2022 Current	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	65,458
Irregular Part Time (IPT)	-
Overtime	4,200
Tool Allowance	-
Total	69,658

FY 2023 Proposed	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	70,040
Irregular Part Time (IPT)	-
Overtime	4,494
Tool Allowance	-
Total	74,534

Projected Capital Equipment Acquisitions

Unit # Equipment		FY 2023				FY 2024	FY 2025
		Direct Purchase	Lease Purchase	New Lease Payment	Total Lease Payment ¹	Estimate	Estimate
Total		-	-	-	-	-	-

¹Total Lease Payment includes all payments from outstanding lease purchase cycles that will be paid in FY 2023.

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 699 Contingency
Unit 00 Administrative

Expense Object	FY 2021 Actual	FY 2022 Original	FY 2022 YTD Amend.	FY 2022 Current	FY 2022 YTD Dec. Actual	FY 2023 Proposed
Contributions & Other						
000-5-598 Contingency	-	200,272	(90,940)	109,332	-	214,554
Total Contributions & Other	-	200,272	(90,940)	109,332	-	214,554
Total Contingency	-	200,272	(90,940)	109,332	-	214,554

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 700 Police
Unit 00/02 Uniformed

Full Time Employees	173
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Expense Object		FY 2021 Actual	FY 2022 Original	FY 2022 YTD Amend.	FY 2022 Current	FY 2022 YTD Dec. Actual	FY 2023 Proposed
Personal Services							
000-1-103	Salaries & Wages	10,395,398	10,312,919	252,146	10,565,065	5,258,599	11,628,730
000-1-104	FICA	148,935	149,537	3,656	153,193	77,556	168,617
000-1-105	Medical & Life Insurance	1,084,013	1,284,352		1,284,352	609,932	1,349,746
001-1-107	MPFRS	368,441	375,800	10,180	385,980	201,457	410,000
000-1-107	Pre-2011 Pension Benefits	4,360,361	4,445,000	(265,982)	4,179,018	2,420,428	3,940,000
003-1-107	Post-2011 Pension Benefits	2,128,342	2,615,000		2,615,000	1,372,157	2,755,000
000-1-110	Uniform Allowance	111,947	121,250		121,250	112,578	173,150
000-1-111	Dental & Optical Insurance	88,603	80,791		80,791	44,954	90,479
000-1-112	Employee Insurance Cont.	(190,744)	(193,414)		(193,414)	(79,323)	(196,182)
Total Personal Services		18,495,296	19,191,235	-	19,191,235	10,018,338	20,319,540
Contractual Services		-					
000-2-211	Telephone	84,554	95,000		95,000	35,704	95,000
000-2-212	Printing	-	1,000		1,000	-	-
000-2-213	Utilities	101,332	100,000		100,000	29,541	101,700
000-2-214	Travel	10,807	33,500		33,500	20,016	33,500
000-2-216	Mtce & Repair - Equipment	171,949	236,943	(45,640)	191,303	107,070	198,160
000-2-217	Mtce & Repair - Auto/Truck	54,299	61,000	6,000	67,000	40,001	11,000
000-2-219	Building & Equipment Rent	75,049	106,000		106,000	54,974	107,100
000-2-220	Advertising & Legal Pub	5,570	8,800		8,800	5,904	9,800
000-2-221	Training	39,159	38,000		38,000	34,854	49,250
000-2-222	Dues & Subscriptions	3,278	4,700		4,700	2,390	5,850
000-2-223	Professional Services	44,454	66,325		66,325	39,383	57,825
000-2-226	Insurance - WC & UC	315,556	171,616		171,616	95,314	178,709
000-2-230	Contracted Services	1,401	1,700		1,700	1,343	2,268
000-2-239	Fine Supported Training	19,690	-	25,775	25,775	6,000	-
Total Contractual Services		927,098	924,584	(13,865)	910,719	472,494	850,162
Commodities		-					
000-3-341	Materials & Supplies	106,250	113,400	24,000	137,400	61,264	125,300
000-3-343	Gas, Oil & Tires	1,550	1,600		1,600	672	1,600
000-3-344	Prisoner Other Costs	26,277	75,000		75,000	21,857	75,000
000-3-345	Uniforms	82,466	99,310		99,310	16,183	105,700
Total Commodities		216,543	289,310	24,000	313,310	99,976	307,600
Total Police - Uniformed		19,638,937	20,405,129	10,135	20,415,264	10,590,808	21,477,302

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 700 Police
Unit 00/02 Uniformed

Authorized Full Time Positions & Salary Schedule

FY 2021 Current Approved		
Title	FLSA/Paygrade	FTE
Police Chief	E/132	1
Uniformed Members	var	172
Total		173

FY 2022 Proposed		
Title	FLSA/Paygrade	FTE
Police Chief	E/132	1
Uniformed Members	var	172
Total		173

FY 2021 Current Approved	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	8,641,990
Irregular Part Time (IPT)	-
Overtime	1,923,075
Tool Allowance	-
Total	10,565,065

FY 2022 Proposed	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	9,385,488
Irregular Part Time (IPT)	-
Overtime	2,243,242
Tool Allowance	-
Total	11,628,730

Projected Capital Equipment Acquisitions

Unit # Equipment		FY 2023				FY 2024	FY 2025
		Direct Purchase	Lease Purchase	New Lease Payment	Total Lease Payment ¹	Estimate	Estimate
	Interceptor SUV - line (12)	420,000	-	-		440,000	460,000
	Interceptor SUV - Supv. (3)	105,000	-	-		110,000	-
	Lighting Package	75,000	-	-		75,000	60,000
	Other Vehicle Equipment	37,000	-	-		37,000	29,000
	Equipment Install	34,000	-	-		34,000	28,000
	Administrative SUV (5)	-	-	-		-	150,000
	Admin Vehicle Equipment	-	-	-		-	14,000
	Admin. Equipment Install	-	-	-		-	4,000
	Handheld IRP Radios	21,000	-	-		22,000	24,000
	Mobile Analog Radios	5,000	-	-		5,250	5,400
	IRP Mobile Radios	17,000	-	-		18,000	15,000
	Police Bicycles (2)	4,000	-	-		4,000	4,000
	Mobile Data Terminals	32,000	-	-		-	-
	Van, Cargo (Crime Scene)	40,000	-	-		-	40,000
	Van Equipment	5,000	-	-		-	5,000
Total		795,000	-	-	131,939	745,250	838,400

¹Total Lease Payment includes all payments from outstanding lease purchase cycles that will be paid in FY 2023.

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 700 Police
Unit 01 Civilian

Full Time Employees	23
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Expense Object		FY 2021 Actual	FY 2022 Original	FY 2022 YTD Amend.	FY 2022 Current	FY 2022 YTD Dec. Actual	FY 2023 Proposed
Personal Services							
000-1-103	Salaries & Wages	971,495	1,004,176		1,004,176	472,459	1,043,706
000-1-104	FICA	71,590	76,819		76,819	35,868	79,844
000-1-105	Medical & Life Insurance	148,203	170,752		170,752	80,875	179,446
000-1-106	PERS	95,277	95,418		95,418	45,879	89,434
000-1-110	Uniform Allowance	600	600		600	552	600
000-1-111	Dental & Optical Insurance	12,301	10,741		10,741	5,060	12,029
000-1-112	Employee Insurance Cont.	(24,018)	(25,714)		(25,714)	(9,910)	(26,082)
Total Personal Services		1,275,448	1,332,792	-	1,332,792	630,783	1,378,977
Contractual Services							
000-2-226	Insurance - WC & UC	16,682	22,816		22,816	10,026	23,759
Total Contractual Services		16,682	22,816	-	22,816	10,026	23,759
Contributions & Other							
000-5-568	Other Contributions	60,000	60,000		60,000	30,000	60,000
Total Contributions & Other		60,000	60,000	-	60,000	30,000	60,000
Total Police - Civilian		1,352,130	1,415,608	-	1,415,608	670,809	1,462,736

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 700 Police
Unit 01 Civilian

Authorized Full Time Positions & Salary Schedule

FY 2022 Current		
Title	FLSA/Paygrade	FTE
Assistant to the Chief	E/119	1
Domestic Violence Coordinator	N-COMP/113	1
Animal Control Officer	N-COMP/110	2
Police Supply Technician	N-OT/107	1
Evidence Technician	N-OT/110	1
Office Support Specialist	N-OT/107	16
Administrative Assistant I	N-COMP/109	1
Total		23

FY 2023 Proposed		
Title	FLSA/Paygrade	FTE
Assistant to the Chief	E/119	1
Domestic Violence Coordinator	N-COMP/113	1
Animal Control Officer	N-COMP/110	2
Police Supply Technician	N-OT/107	1
Evidence Technician	N-OT/110	1
Office Support Specialist	N-OT/107	16
Administrative Assistant I	N-COMP/109	1
Total		23

FY 2022 Current	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	860,096
Irregular Part Time (IPT)	50,000
Overtime	94,080
Tool Allowance	-
Total	1,004,176

FY 2023 Proposed	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	893,040
Irregular Part Time (IPT)	50,000
Overtime	100,666
Tool Allowance	-
Total	1,043,706

Projected Capital Equipment Acquisitions

Unit # Equipment		FY 2023				FY 2024	FY 2025
		Direct Purchase	Lease Purchase	New Lease Payment	Total Lease Payment ¹	Estimate	Estimate
Total		-	-	-	-	-	-

¹Total Lease Payment includes all payments from outstanding lease purchase cycles that will be paid in FY 2023.

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund

Department 700 Police

Unit 03 Charleston Leadership Council on Public Safety

Expense Object	FY 2021 Actual	FY 2022 Original	FY 2022 YTD Amend.	FY 2022 Current	FY 2022 YTD Dec. Actual	FY 2023 Proposed
Contributions & Other						
000-5-568 Other Contributions	-	2,000		2,000	-	2,000
Total Contributions & Other	-	2,000	-	2,000	-	2,000

Total Charleston Leadership Council on Public Safety	-	2,000	-	2,000	-	2,000
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**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 700 Police - Uniformed
Unit 93 Retiree Health Benefits

Police Retiree Count	181
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Expense Object		FY 2021 Actual	FY 2022 Original	FY 2022 YTD Amend.	FY 2022 Current	FY 2022 YTD Dec. Actual	FY 2023 Proposed
Personal Services							
000-1-105	Medical & Life Insurance	3,424,640	2,922,221		2,922,221	1,381,216	3,000,000
000-1-111	Dental & Optical Insurance	101,321	100,000		100,000	49,984	115,000
000-1-112	Employee Insurance Cont.	(319,596)	(325,000)		(325,000)	(160,862)	(325,000)
Total Personal Services		3,206,365	2,697,221	-	2,697,221	1,270,338	2,790,000
Total Retiree Health Benefits		3,206,365	2,697,221	-	2,697,221	1,270,338	2,790,000

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 706 Fire
Unit 00 Uniformed

Full Time Employees	169
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Expense Object		FY 2021 Actual	FY 2022 Original	FY 2022 YTD Amend.	FY 2022 Current	FY 2022 YTD Dec. Actual	FY 2023 Proposed
Personal Services							
000-1-103	Salaries & Wages	10,353,368	10,533,653		10,533,653	5,028,216	11,080,799
000-1-104	FICA	147,976	152,738		152,738	73,978	160,672
000-1-105	Medical & Life Insurance	1,036,229	1,254,656		1,254,656	596,203	1,318,538
001-1-107	MPFRS	311,973	300,000		300,000	179,785	415,000
000-1-107	Pre-2011 Pension Benefits	4,571,126	4,690,000		4,690,000	2,754,506	4,585,000
003-1-107	Post-2011 Pension Benefits	2,692,099	3,385,000		3,385,000	1,841,837	3,795,000
000-1-110	Uniform Allowance	107,817	118,400		118,400	98,722	169,150
000-1-111	Dental & Optical Insurance	99,941	78,923		78,923	38,748	88,387
000-1-112	Employee Insurance Cont.	(222,832)	(188,942)		(188,942)	(91,620)	(191,646)
Total Personal Services		19,097,697	20,324,428	-	20,324,428	10,520,375	21,420,900
Contractual Services							
000-2-211	Telephone	57,376	50,000		50,000	25,608	58,000
000-2-212	Printing	583	1,000		1,000	323	1,000
000-2-213	Utilities	160,782	154,000		154,000	75,529	174,400
000-2-214	Travel	638	21,000		21,000	7,275	21,000
000-2-215	Mtce & Repair - Bldg/Ground	21,945	23,000		23,000	13,841	23,000
000-2-216	Mtce & Repair - Equipment	60,234	87,895		87,895	29,278	116,700
000-2-217	Mtce & Repair - Auto/Truck	9,852	10,000		10,000	272	10,000
000-2-218	Postage	19	-		-	-	-
000-2-219	Building & Equipment Rent	3,561	11,000		11,000	2,743	11,000
000-2-220	Advertising & Legal Pub	-	2,000		2,000	3,306	2,500
000-2-221	Training	63,859	115,000		115,000	21,504	100,000
000-2-222	Dues & Subscriptions	5,178	6,000		6,000	2,483	6,000
000-2-223	Professional Services	82,978	41,000		41,000	6,284	72,500
000-2-226	Insurance - WC & UC	161,143	167,648		167,648	126,957	174,577
000-2-230	Contracted Services	64,358	61,608		61,608	27,744	45,420
000-2-234	Fire Hydrant Rental	155,886	153,000		153,000	59,304	160,000
Total Contractual Services		848,392	904,151	-	904,151	402,451	976,097
Commodities							
000-3-341	Materials & Supplies	447,623	399,000	16,000	415,000	185,131	500,000
000-3-342	Fire Investigation	1,060	2,500		2,500	368	2,500
000-3-345	Uniforms	134,697	102,544		102,544	9,588	107,700
000-3-356	Fire Prevention	4,575	6,000		6,000	3,218	6,000
Total Commodities		587,955	510,044	16,000	526,044	198,305	616,200
Total Fire - Uniformed		20,534,044	21,738,623	16,000	21,754,623	11,121,131	23,013,197

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 706 Fire
Unit 00 Uniformed

Authorized Full Time Positions & Salary Schedule

FY 2022 Current Approved		
Title	FLSA/Paygrade	FTE
Fire Chief	E/132	1
Uniformed Members	var	168
Total		169

FY 2023 Proposed		
Title	FLSA/Paygrade	FTE
Fire Chief	E/132	1
Uniformed Members	var	168
Total		169

FY 2022 Current Approved	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	9,076,795
Irregular Part Time (IPT)	-
Overtime	1,456,858
Tool Allowance	-
Total	10,533,653

FY 2023 Proposed	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	9,596,763
Irregular Part Time (IPT)	-
Overtime	1,484,036
Tool Allowance	-
Total	11,080,799

Projected Capital Equipment Acquisitions

Unit # Equipment	FY 2023				FY 2024	FY 2025
	Direct Purchase	Lease Purchase	New Lease Payment	Total Lease Payment ¹	Estimate	Estimate
Ambulance	215,000	-	-		451,500	236,500
Ambulance Equipment	2,500	-	-		5,250	2,750
Administrative SUV (2)	-	-	-		65,000	-
Admin Vehicle Equipment	-	-	-		12,000	-
Fire Hose & Nozzles	25,000	-	-		25,000	25,000
Air Packs (5)	36,000	-	-		37,000	39,000
Radios	21,000	-	-		22,000	23,000
Spare Air Cylinders (10)	9,500	-	-		10,000	10,500
Heart Monitor	66,000	-	-		34,000	35,700
Power Cot (1)	28,000	-	-		-	30,000
Lucas Device	15,200	-	-		16,000	16,800
Mobile Data Terminals	23,000	-	-		24,100	25,250
Thermal Image Camera	5,600	-	-		11,800	12,400
Ladder Truck (#462)	1,700,000	-	-		-	-
Pumper Truck (#455)	800,000	-	-		-	-
Pumper Truck (#451)	-	-	-		840,000	-
Pumper Truck (#452)	-	-	-		-	882,000
Interceptor SUV (2)	75,000	-	-		-	80,000
Interceptor Equipment	10,500	-	-		-	12,500
Bunker Gear Washer (2)	14,100	-	-		-	15,500
Total	3,046,400	-	-	283,651	1,553,650	1,446,900

¹Total Lease Payment includes all payments from outstanding lease purchase cycles that will be paid in FY 2023.

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 706 Fire
Unit 01 Civilian

Full Time Employees	2
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Expense Object		FY 2021 Actual	FY 2022 Original	FY 2022 YTD Amend.	FY 2022 Current	FY 2022 YTD Dec. Actual	FY 2023 Proposed
Personal Services							
000-1-103	Salaries & Wages	94,258	96,849		96,849	47,014	103,431
000-1-104	FICA	6,959	7,409		7,409	3,586	7,912
000-1-105	Medical & Life Insurance	12,350	14,848		14,848	7,033	15,604
000-1-106	PERS	9,426	9,685		9,685	4,701	9,309
000-1-111	Dental & Optical Insurance	1,221	934		934	439	1,046
000-1-112	Employee Insurance Cont.	(1,947)	(2,236)		(2,236)	(811)	(2,268)
Total Personal Services		122,267	127,489	-	127,489	61,962	135,034
Contractual Services							
000-2-226	Insurance - WC & UC	1,434	1,984		1,984	872	2,066
Total Contractual Services		1,434	1,984	-	1,984	872	2,066
Total Fire		123,701	129,473	-	129,473	62,834	137,100

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 706 Fire
Unit 01 Civilian

Authorized Full Time Positions & Salary Schedule

FY 2022 Current		
Title	FLSA/Paygrade	FTE
Assistant to the Chief	E/119	1
Office Support Specialist	N-OT/107	1
Total		2

FY 2023 Proposed		
Title	FLSA/Paygrade	FTE
Assistant to the Chief	E/119	1
Office Support Specialist	N-OT/107	1
Total		2

FY 2022 Current	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	96,849
Irregular Part Time (IPT)	-
Overtime	-
Tool Allowance	-
Total	96,849

FY 2023 Proposed	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	103,431
Irregular Part Time (IPT)	-
Overtime	-
Tool Allowance	-
Total	103,431

Projected Capital Equipment Acquisitions

Unit # Equipment		FY 2023				FY 2024	FY 2025
		Direct Purchase	Lease Purchase	New Lease Payment	Total Lease Payment ¹	Estimate	Estimate
Total		-	-	-	-	-	-

¹Total Lease Payment includes all payments from outstanding lease purchase cycles that will be paid in FY 2023.

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 706 Fire - Uniformed
Unit 93 Retiree Health Benefits

Fire Retiree Count	188
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Expense Object		FY 2021 Actual	FY 2022 Original	FY 2022 YTD Amend.	FY 2022 Current	FY 2022 YTD Dec. Actual	FY 2023 Proposed
Personal Services							
000-1-105	Medical & Life Insurance	3,648,668	3,762,510		3,762,510	1,405,246	3,700,000
000-1-111	Dental & Optical Insurance	112,200	105,000		105,000	59,389	120,000
000-1-112	Employee Insurance Cont.	(364,810)	(365,000)		(365,000)	(183,579)	(365,000)
Total Personal Services		3,396,058	3,502,510	-	3,502,510	1,281,056	3,455,000
Total Retiree Health Benefits		3,396,058	3,502,510	-	3,502,510	1,281,056	3,455,000

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 712 Traffic Engineering
Unit 00 Administrative

Full Time Employees	10
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Expense Object		FY 2021 Actual	FY 2022 Original	FY 2022 YTD Amend.	FY 2022 Current	FY 2022 YTD Dec. Actual	FY 2023 Proposed
Personal Services							
000-1-103	Salaries & Wages	421,707	415,286		415,286	211,216	446,377
000-1-104	FICA	30,881	31,769		31,769	15,821	34,148
000-1-105	Medical & Life Insurance	61,685	74,240		74,240	35,250	78,020
000-1-106	PERS	42,022	41,529		41,529	21,122	40,174
000-1-111	Dental & Optical Insurance	7,568	4,670		4,670	4,537	5,230
000-1-112	Employee Insurance Cont.	(12,422)	(11,180)		(11,180)	(5,188)	(11,340)
Total Personal Services		551,441	556,314	-	556,314	282,758	592,609
Contractual Services							
000-2-213	Utilities	184,973	180,000		180,000	90,011	185,000
000-2-214	Travel	-	2,000		2,000	-	2,000
000-2-215	Mtce & Repair - Bldg/Ground	260	1,000		1,000	-	1,000
000-2-216	Mtce & Repair - Equipment	12,051	15,000		15,000	6,767	15,000
000-2-217	Mtce & Repair - Auto/Truck	20	500		500	-	500
000-2-218	Postage	297	300		300	28	300
000-2-219	Building & Equipment Rent	2,404	3,000		3,000	998	3,000
000-2-221	Training	-	1,000		1,000	-	1,000
000-2-222	Dues & Subscriptions	109	260		260	126	260
000-2-223	Professional Services	-	200		200	-	200
000-2-226	Insurance - WC & UC	5,694	9,920		9,920	3,270	10,330
000-2-230	Contracted Services	456,390	475,000		475,000	198,074	500,000
Total Contractual Services		662,198	688,180	-	688,180	299,274	718,590
Commodities							
000-3-341	Materials & Supplies	168,066	170,000		170,000	64,108	170,000
000-3-345	Uniforms	3,577	5,500	500	6,000	3,656	6,000
Total Commodities		171,643	175,500	500	176,000	67,764	176,000
Total Traffic Engineering		1,385,282	1,419,994	500	1,420,494	649,796	1,487,199

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 712 Traffic Engineering
Unit 00 Administrative

Authorized Full Time Positions & Salary Schedule

FY 2022 Current		
Title	FLSA/Paygrade	FTE
Director - Traffic Operations	E/119	1
Traffic Signal Crew Leader	N-OT/113	1
Traffic Signal Specialist	N-OT/110	3
Traffic Sign Crew Leader	N-OT/113	1
Traffic Sign Specialist	N-OT/108	3
Administrative Assistant I	N-OT/109	1
Total		10

FY 2023 Proposed		
Title	FLSA/Paygrade	FTE
Director - Traffic Operations	E/119	1
Traffic Signal Crew Leader	N-OT/113	1
Traffic Signal Specialist	N-OT/110	3
Traffic Sign Crew Leader	N-OT/113	1
Traffic Sign Specialist	N-OT/108	3
Administrative Assistant I	N-OT/109	1
Total		10

FY 2022 Current	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	403,526
Irregular Part Time (IPT)	-
Overtime	11,760
Tool Allowance	-
Total	415,286

FY 2023 Proposed	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	433,794
Irregular Part Time (IPT)	-
Overtime	12,583
Tool Allowance	-
Total	446,377

Projected Capital Equipment Acquisitions

Unit # Equipment		FY 2023				FY 2024	FY 2025
		Direct Purchase	Lease Purchase	New Lease Payment	Total Lease Payment ¹	Estimate	Estimate
	Traffic Signal Eqmt.	10,000	-	-	-	10,000	10,000
	Conflict Monitor/Tester	12,250	-	-	-	-	-
72	Pickup, Reg Cab	-	-	-	-	32,000	-
70	Striping Truck	-	-	-	-	131,000	-
292	Van, Cargo	-	-	-	-	21,000	-
Total		22,250	-	-	8,035	194,000	10,000

¹Total Lease Payment includes all payments from outstanding lease purchase cycles that will be paid in FY 2023.

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 716 Homeland Security - Emergency Management
Unit 00 Administrative

Full Time Employees	1
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Expense Object		FY 2021 Actual	FY 2022 Original	FY 2022 YTD Amend.	FY 2022 Current	FY 2022 YTD Dec. Actual	FY 2023 Proposed
Personal Services							
000-1-103	Salaries & Wages	-	83,689		83,689	-	83,699
000-1-104	FICA	-	6,402		6,402	-	6,403
000-1-105	Medical & Life Insurance	6,175	7,424		7,424	3,516	7,802
000-1-106	PERS	-	8,369		8,369	-	7,533
000-1-111	Dental & Optical Insurance	520	467		467	219	523
000-1-112	Employee Insurance Cont.	-	(1,118)		(1,118)	-	(1,134)
Total Personal Services		6,695	105,233	-	105,233	3,735	104,826
Contractual Services							
000-2-211	Telephone	2,142	1,500		1,500	1,016	1,500
000-2-214	Travel	-	1,000		1,000	-	1,500
000-2-216	Mtce & Repair - Equipment	-	500		500	-	2,000
000-2-219	Building & Equipment Rent	3,432	4,000		4,000	3,432	4,000
000-2-221	Training	-	1,500		1,500	-	1,500
000-2-222	Dues & Subscriptions	1,375	500		500	502	1,700
000-2-226	Insurance - WC & UC	717	992		992	436	1,033
Total Contractual Services		7,666	9,992	-	9,992	5,386	13,233
Commodities							
000-3-341	Materials & Supplies	219	1,000	8,000	9,000	-	2,700
Total Commodities		219	1,000	8,000	9,000	-	2,700
Total Homeland Security - Emergency Management		14,580	116,225	8,000	124,225	9,121	120,759

Fund	001 General Fund
Department	716 Homeland Security - Emergency Management
Unit	00 Administrative

FY 2022 Current		
Title	FLSA/Paygrade	FTE
Dir. of Emergency Mgmt	E/129	1
Total		1

FY 2023 Proposed		
Title	FLSA/Paygrade	FTE
Dir. of Emergency Mgmt	E/129	1
Total		1

FY 2022 Current	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	83,689
Irregular Part Time (IPT)	-
Overtime	-
Tool Allowance	-
Total	83,689

FY 2023 Proposed	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	83,699
Irregular Part Time (IPT)	-
Overtime	-
Tool Allowance	-
Total	83,699

		FY 2023				FY 2024	FY 2025
		Direct Purchase	Lease Purchase	New Lease Payment	Total Lease Payment ¹	Estimate	Estimate
Unit #	Equipment						
Total		-	-	-	5,811	-	-

City of Charleston
Municipal Budget - FY 2023

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 750 Streets
Unit 00 Administrative

Full Time Employees	72
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Expense Object		FY 2021 Actual	FY 2022 Original	FY 2022 YTD Amend.	FY 2022 Current	FY 2022 YTD Dec. Actual	FY 2023 Proposed
Personal Services							
000-1-103	Salaries & Wages	2,334,456	2,558,412	23,646	2,582,058	1,093,914	2,709,771
000-1-104	FICA	173,642	195,719	1,809	197,528	84,195	207,297
000-1-105	Medical & Life Insurance	447,120	534,528		534,528	253,801	561,744
000-1-106	PERS	232,870	255,841	2,635	258,476	109,010	243,879
000-1-111	Dental & Optical Insurance	24,345	33,624		33,624	8,143	37,656
000-1-112	Employee Insurance Cont.	(63,607)	(80,496)		(80,496)	(27,038)	(81,648)
Total Personal Services		3,148,826	3,497,628	28,090	3,525,718	1,522,025	3,678,699
Contractual Services							
000-2-211	Telephone	621	-		-	327	
000-2-219	Building & Equipment Rent	8,553	10,000		10,000	1,727	10,000
000-2-221	Training	-	500		500	-	500
000-2-222	Dues & Subscriptions	550	400		400	133	400
000-2-226	Insurance - WC & UC	114,959	71,424		71,424	55,306	74,376
000-2-230	Contracted Services	1,034	1,000		1,000	1,062	1,000
Total Contractual Services		125,717	83,324	-	83,324	58,555	86,276
Commodities							
000-3-341	Materials & Supplies	284,643	370,000		370,000	99,719	370,000
000-3-345	Uniforms	23,872	30,400	3,600	34,000	21,995	32,400
000-3-359	Snow Removal Materials	197,900	200,000	200,000	400,000	119,148	200,000
Total Commodities		506,415	600,400	203,600	804,000	240,862	602,400
Total Streets		3,780,958	4,181,352	231,690	4,413,042	1,821,442	4,367,375

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 750 Streets
Unit 00 Administrative

Authorized Full Time Positions & Salary Schedule

FY 2022 Current		
Title	FLSA/Paygrade	FTE
Director of Street	E/121	1
Operations Manager	E/116	1
Street Crew Leader	N-OT/113	9
Welder	N-OT/111	1
Heavy Equipment Operator	N-OT/108	17
Dispatcher	N-OT/106	4
Truck Driver	N-OT/107	18
Street Maintenance Worker	N-OT/104	21
Total		72

FY 2023 Proposed		
Title	FLSA/Paygrade	FTE
Director of Street	E/121	1
Operations Manager	E/116	1
Street Crew Leader	N-OT/113	9
Welder	N-OT/111	1
Heavy Equipment Operator	N-OT/108	17
Dispatcher	N-OT/106	4
Truck Driver	N-OT/107	18
Street Maintenance Worker	N-OT/104	21
Total		72

FY 2022 Current	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	2,330,058
Irregular Part Time (IPT)	-
Overtime	252,000
Tool Allowance	-
Total	2,582,058

FY 2023 Proposed	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	2,440,131
Irregular Part Time (IPT)	-
Overtime	269,640
Tool Allowance	-
Total	2,709,771

**City of Charleston
Municipal Budget
FY 2023**

Projected Capital Equipment Acquisitions

Unit #	Equipment	FY 2023				FY 2024	FY 2025
		Direct Purchase	Lease Purchase	New Lease Payment	Total Lease Payment ¹	Estimate	Estimate
56	Leaf Machine	50,000	-	-	-	-	-
57	Leaf Machine	50,000	-	-	-	-	-
59	Leaf Machine	50,000	-	-	-	-	-
74	Leaf Machine	50,000	-	-	-	-	-
43	Truck, Dump	181,400	-	-	-	-	-
30	Truck, Catch Basin	152,100	-	-	-	-	-
49	Truck, Dump	115,700	-	-	-	-	-
50	Truck, Dump	115,700	-	-	-	-	-
80	Skidsteer	58,000	-	-	-	-	-
88	Grader	-	-	-	-	385,000	-
45	Truck, Dump	-	-	-	-	181,400	-
47	Truck, Dump	-	-	-	-	181,400	-
69	Paver	-	-	-	-	85,000	-
84	Excavator	-	-	-	-	41,000	-
CH2	Chipper	-	-	-	-	50,000	-
CH4	Chipper	-	-	-	-	50,000	-
A2	Arrow Board	-	-	-	-	5,500	-
SP19	Snowblade	-	-	-	-	7,000	-
SP63	Snowblade	-	-	-	-	8,500	-
SP49	Snowblade	-	-	-	-	8,500	-
SP19x	Snowblade	-	-	-	-	7,000	-
6	Truck, Pickup	-	-	-	-	33,000	-
34	Truck, Pickup	-	-	-	-	33,000	-
83	Sweeper	-	-	-	-	-	275,000
86	Sweeper	-	-	-	-	-	275,000
44	Truck, Dump	-	-	-	-	-	181,400
11	Truck, Pickup	-	-	-	-	-	33,000
A9	Arrow Board	-	-	-	-	-	5,500
Total		822,900	-	-	524,349	1,076,300	769,900

¹Total Lease Payment includes all payments from outstanding lease purchase cycles that will be paid in FY 2023.

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 754 Equipment Maintenance
Unit 00 Administrative

Full Time Employees	18
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Expense Object		FY 2021 Actual	FY 2022 Original	FY 2022 YTD Amend.	FY 2022 Current	FY 2022 YTD Dec. Actual	FY 2023 Proposed
Personal Services							
000-1-103	Salaries & Wages	723,390	745,683		745,683	366,719	790,954
000-1-104	FICA	53,661	57,045		57,045	28,108	60,508
000-1-105	Medical & Life Insurance	110,250	133,632		133,632	63,450	140,436
000-1-106	PERS	71,595	73,728		73,728	35,975	70,430
000-1-111	Dental & Optical Insurance	4,901	8,406		8,406	1,671	9,414
000-1-112	Employee Insurance Cont.	(23,276)	(20,124)		(20,124)	(10,324)	(20,412)
Total Personal Services		940,521	998,370	-	998,370	485,599	1,051,330
Contractual Services							
000-2-214	Travel	-	1,000		1,000	-	1,000
000-2-215	Mtce & Repair - Bldg/Ground	165	3,000		3,000	-	3,000
000-2-216	Mtce & Repair - Equipment	183,949	226,000		226,000	114,845	230,000
000-2-219	Building & Equipment Rent	5,159	4,200		4,200	2,286	4,200
000-2-221	Training	-	2,000		2,000	-	2,000
000-2-222	Dues & Subscriptions	7,394	8,000		8,000	2,344	8,000
000-2-223	Professional Services	22,769	10,000		10,000	7,261	10,000
000-2-226	Insurance - WC & UC	10,503	17,856		17,856	6,416	18,594
000-2-230	Contracted Services	11,403	13,000		13,000	2,344	13,000
Total Contractual Services		241,342	285,056	-	285,056	135,496	289,794
Commodities							
000-3-341	Materials & Supplies	786,841	950,000		950,000	433,080	975,000
000-3-343	Gas, Oil & Tires	858,866	895,000	200,000	1,095,000	489,540	1,050,000
000-3-345	Uniforms	6,264	8,900	900	9,800	6,978	8,100
Total Commodities		1,651,971	1,853,900	200,900	2,054,800	929,598	2,033,100
Total Equipment Maintenance							
		2,833,834	3,137,326	200,900	3,338,226	1,550,693	3,374,224

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 754 Equipment Maintenance
Unit 00 Administrative

Authorized Full Time Positions & Salary Schedule

FY 2022 Current		
Title	FLSA/Paygrade	FTE
Dep. Dir. of Fleet Services	E/121	1
Vehicle Mtce Crew Leader	N-OT/113	3
Service Writer	N-OT/108	1
Mechanic	N-OT/111	12
Inventory Technician	N-OT/106	1
Total		18

FY 2023 Proposed		
Title	FLSA/Paygrade	FTE
Dep. Dir. of Fleet Services	E/121	1
Vehicle Mtce Crew Leader	N-OT/113	3
Service Writer	N-OT/108	1
Mechanic	N-OT/111	12
Inventory Technician	N-OT/106	1
Total		18

FY 2022 Current	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	682,683
Irregular Part Time (IPT)	-
Overtime	54,600
Tool Allowance	8,400
Total	745,683

FY 2023 Proposed	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	724,132
Irregular Part Time (IPT)	-
Overtime	58,422
Tool Allowance	8,400
Total	790,954

Projected Capital Equipment Acquisitions

Unit # Equipment		FY 2023				FY 2024	FY 2025
		Direct Purchase	Lease Purchase	New Lease Payment	Total Lease Payment ¹	Estimate	Estimate
95	Pickup, Reg Cab	35,000	-	-	-	-	-
442	Pickup, Reg Cab	42,000	-	-	-	-	-
Total		77,000	-	-	38,150	-	-

¹Total Lease Payment includes all payments from outstanding lease purchase cycles that will be paid in FY 2023.

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 800 Refuse & Recycling
Unit 00 Administrative

Full Time Employees	66
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Expense Object		FY 2021 Actual	FY 2022 Original	FY 2022 YTD Amend.	FY 2022 Current	FY 2022 YTD Dec. Actual	FY 2023 Proposed
Personal Services							
000-1-103	Salaries & Wages	2,074,997	2,239,047	75,000	2,314,047	1,031,660	2,349,065
000-1-104	FICA	153,458	171,287	5,738	177,025	79,792	179,703
000-1-105	Medical & Life Insurance	406,195	489,984		489,984	232,752	514,932
000-1-106	PERS	206,211	223,905	7,500	231,405	101,893	211,416
000-1-111	Dental & Optical Insurance	15,529	30,822		30,822	10,323	34,518
000-1-112	Employee Insurance Cont.	(69,192)	(73,788)		(73,788)	(28,600)	(74,844)
Total Personal Services		2,787,198	3,081,257	88,238	3,169,495	1,427,820	3,214,790
Contractual Services							
000-2-213	Utilities	239	-		-	38	-
000-2-214	Travel	2,100	800		800	1,200	2,400
000-2-216	Mtce & Repair - Equipment	-	2,000		2,000	-	2,000
000-2-219	Building & Equipment Rent	1,260	1,500		1,500	492	1,500
000-2-222	Dues & Subscriptions	318	100		100	378	100
000-2-226	Insurance - WC & UC	170,460	65,472		65,472	43,214	68,178
000-2-230	Contracted Services	175,451	122,500		122,500	90,122	150,000
Total Contractual Services		349,828	192,372	-	192,372	135,444	224,178
Commodities							
000-3-341	Materials & Supplies	82,553	65,000	261,762	326,762	32,356	65,000
000-3-345	Uniforms	16,873	29,200	3,300	32,500	23,142	29,700
Total Commodities		99,426	94,200	265,062	359,262	55,498	94,700
Total Refuse & Recycling		3,236,452	3,367,829	353,300	3,721,129	1,618,762	3,533,668

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 800 Refuse & Recycling
Unit 00 Administrative

Authorized Full Time Positions & Salary Schedule

FY 2022 Current		
Title	FLSA/Paygrade	FTE
Deputy Director of Refuse	E/121	1
Supervisor - Sanitation Services	E/116	1
Sanitation Crew Leader	N-OT/113	3
Sanitation Driver	N-OT/107	25
Sanitation Worker	N-OT/105	36
Total		66

FY 2023 Proposed		
Title	FLSA/Paygrade	FTE
Deputy Director of Refuse	E/121	1
Supervisor - Sanitation Services	E/116	1
Sanitation Crew Leader	N-OT/113	3
Sanitation Driver	N-OT/107	25
Sanitation Worker	N-OT/105	36
Total		66

FY 2022 Current	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	2,003,847
Irregular Part Time (IPT)	-
Overtime	310,200
Tool Allowance	-
Total	2,314,047

FY 2023 Proposed	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	2,097,401
Irregular Part Time (IPT)	-
Overtime	251,664
Tool Allowance	-
Total	2,349,065

Projected Capital Equipment Acquisitions

		FY 2023				FY 2024	FY 2025
		Direct Purchase	Lease Purchase	New Lease Payment	Total Lease Payment ¹	Estimate	Estimate
Unit #	Equipment						
153	Truck, Packer	200,000	-	-	-	-	-
157	Truck, Packer	200,000	-	-	-	-	-
141	Truck, Packer	200,000	-	-	-	-	-
143	Truck, Packer	200,000	-	-	-	-	-
134	Pickup, Crew Cab	33,000	-	-	-	-	-
145	Pickup, Crew Cab	33,000	-	-	-	-	-
105	Truck, Packer	-	-	-	-	210,000	-
106	Truck, Packer	-	-	-	-	-	220,500
107	Truck, Packer	-	-	-	-	-	220,500
138	Pickup, Crew Cab	-	-	-	-	-	35,000
552	Pickup, Crew Cab	-	-	-	-	-	35,000
Total		866,000	-	-	220,908	210,000	511,000

¹Total Lease Payment includes all payments from outstanding lease purchase cycles that will be paid in FY 2023.

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 803 Kanawha-Charleston Health Department
Unit 00 Administrative

Expense Object	FY 2021 Actual	FY 2022 Original	FY 2022 YTD Amend.	FY 2022 Current	FY 2022 YTD Dec. Actual	FY 2023 Proposed
Contributions & Other						
000-5-567 Contributions to Other Govt	100,000	100,000		100,000	50,000	100,000
Total Contributions & Other	100,000	100,000	-	100,000	50,000	100,000

Total Kanawha- Charleston Health Department	100,000	100,000	-	100,000	50,000	100,000
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**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 900 Parks & Recreation
Unit 00 Administrative

Full Time Employees	31
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Expense Object		FY 2021 Actual	FY 2022 Original	FY 2022 YTD Amend.	FY 2022 Current	FY 2022 YTD Dec. Actual	FY 2023 Proposed
Personal Services							
000-1-103	Salaries & Wages	1,035,912	1,508,228		1,508,228	650,583	1,563,598
000-1-104	FICA	76,629	115,379		115,379	49,997	119,615
000-1-105	Medical & Life Insurance	203,806	230,144		230,144	109,275	241,862
000-1-106	PERS	101,427	122,823		122,823	56,638	115,524
000-1-111	Dental & Optical Insurance	12,351	14,477		14,477	4,419	16,213
000-1-112	Employee Insurance Cont.	(30,519)	(34,658)		(34,658)	(13,994)	(35,154)
Total Personal Services		1,399,606	1,956,393	-	1,956,393	856,918	2,021,658
Contractual Services							
000-2-211	Telephone	36,394	34,000		34,000	18,889	34,000
000-2-213	Utilities	292,308	375,000		375,000	200,335	375,000
000-2-214	Travel	-	2,500		2,500	-	2,500
000-2-215	Mtce & Repair - Bldg/Ground	18,538	95,000		95,000	14,022	39,000
000-2-216	Mtce & Repair - Equipment	14,638	15,000		15,000	4,772	15,000
000-2-219	Building & Equipment Rent	15,440	12,000		12,000	8,934	12,000
000-2-220	Advertising & Legal Pub	-	5,000	500	5,500	100	3,500
000-2-221	Training	1,280	5,000		5,000	-	5,000
000-2-222	Dues & Subscriptions	975	1,000		1,000	100	3,000
000-2-226	Insurance - WC & UC	36,851	30,752		30,752	27,671	32,023
000-2-230	Contracted Services	46,344	60,000	3,510	63,510	19,069	63,510
Total Contractual Services		462,768	635,252	4,010	639,262	293,892	584,533
Commodities							
000-3-341	Materials & Supplies	167,108	141,500		141,500	103,616	141,500
000-3-345	Uniforms	7,219	10,000	850	10,850	4,336	11,200
000-3-346	Resale Food	-	10,000		10,000	-	10,000
000-3-351	Athletic Supplies	8,211	12,000		12,000	4,118	12,000
000-3-354	Special Event Supplies	6,569	26,500		26,500	11,067	26,500
Total Commodities		189,107	200,000	850	200,850	123,137	201,200
Total Parks & Recreation		2,051,481	2,791,645	4,860	2,796,505	1,273,947	2,807,391

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 900 Parks & Recreation
Unit 00 Administrative

Authorized Full Time Positions & Salary Schedule

FY 2022 Current		
Title	FLSA/Paygrade	FTE
Dir. of Parks and Recreation	E/129	1
Manager Leisure Services	E/119	1
Maintenance Manager	E/119	1
Recreation Facilities Manager	E/119	1
Program Coordinator	N-COMP/113	6
Neighborhood Center Mngr.	N-COMP/112	1
Assistant Program Coordinator	N-OT/107	3
Office Support Specialist	N-OT/107	1
Parks and Rec Crew Leader	N-OT/113	2
Maintenance Worker	N-OT/107	6
Parks Maintenance Worker	N-OT/104	3
Custodian	N-OT/104	5
Total		31

FY 2023 Proposed		
Title	FLSA/Paygrade	FTE
Dir. of Parks and Recreation	E/129	1
Manager Leisure Services	E/119	1
Maintenance Manager	E/119	1
Recreation Facilities Manager	E/119	1
Program Coordinator	N-COMP/113	6
Neighborhood Center Mngr.	N-COMP/112	1
Assistant Program Coordinator	N-OT/107	3
Office Support Specialist	N-OT/107	1
Parks and Rec Crew Leader	N-OT/113	2
Maintenance Worker	N-OT/107	6
Parks Maintenance Worker	N-OT/104	3
Custodian	N-OT/104	5
Total		31

FY 2022 Current	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	1,174,468
Irregular Part Time (IPT)	280,000
Overtime	53,760
Tool Allowance	-
Total	1,508,228

FY 2023 Proposed	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	1,226,075
Irregular Part Time (IPT)	280,000
Overtime	57,523
Tool Allowance	-
Total	1,563,598

Projected Capital Equipment Acquisitions

		FY 2023				FY 2024	FY 2025
		Direct Purchase	Lease Purchase	New Lease Payment	Total Lease Payment ¹	Estimate	Estimate
Unit #	Equipment						
304	Pickup	34,000	-	-	-	-	-
323	Tractor	38,000	-	-	-	-	-
319	Excavator	40,000	-	-	-	-	-
301	Pickup	-	-	-	-	-	35,000
302	Utility Vehicle	-	-	-	-	-	32,000
Total		112,000	-	-	29,077	-	67,000

¹Total Lease Payment includes all payments from outstanding lease purchase cycles that will be paid in FY 2023.

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 901 Convention & Visitors Bureau
Unit 00 Hotel/Motel Tax

Expense Object		FY 2021 Actual	FY 2022 Original	FY 2022 YTD Amend.	FY 2022 Current	FY 2022 YTD Dec. Actual	FY 2023 Proposed
Contributions & Other							
000-5-568	Other Contributions	929,586	1,125,000		1,125,000	546,069	1,325,000
Total Contributions & Other		929,586	1,125,000	-	1,125,000	546,069	1,325,000
Total Convention & Visitors Bureau		929,586	1,125,000	-	1,125,000	546,069	1,325,000

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 903 Festivals
Unit 00 Administrative

Expense Object	FY 2021 Actual	FY 2022 Original	FY 2022 YTD Amend.	FY 2022 Current	FY 2022 YTD Dec. Actual	FY 2023 Proposed
Contributions & Other						
000-5-568 Other Contributions	185,590	284,500		284,500	55,000	257,000
Total Contributions & Other	185,590	284,500	-	284,500	55,000	257,000
Total Festivals	185,590	284,500	-	284,500	55,000	257,000

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 906 Arts & Humanities
Unit 00 Contributions

Expense Object		FY 2021 Actual	FY 2022 Original	FY 2022 YTD Amend.	FY 2022 Current	FY 2022 YTD Dec. Actual	FY 2023 Proposed
Contributions & Other							
000-5-566	Contributions to Other Funds	30,000	30,000		30,000	-	30,000
000-5-568	Other Contributions	80,000	85,000		85,000	35,000	85,000
Total Contributions & Other		110,000	115,000	-	115,000	35,000	115,000
Total Arts & Humanities		110,000	115,000	-	115,000	35,000	115,000

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 906 Arts & Humanities
Unit 01 Office of Public Art

Full Time Employees	1
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Expense Object		FY 2021 Actual	FY 2022 Original	FY 2022 YTD Amend.	FY 2022 Current	FY 2022 YTD Dec. Actual	FY 2023 Proposed
Personal Services							
000-1-103	Salaries & Wages	52,144	52,000		52,000	26,534	57,309
000-1-104	FICA	3,729	3,978		3,978	1,959	4,384
000-1-105	Medical & Life Insurance	6,175	7,424		7,424	3,516	7,802
000-1-106	PERS	5,214	5,200		5,200	2,653	5,158
000-1-111	Dental & Optical Insurance	521	467		467	219	523
000-1-112	Employee Insurance Cont.	(1,159)	(1,118)		(1,118)	(484)	(1,134)
Total Personal Services		66,624	67,951	-	67,951	34,397	74,042
Contractual Services							
000-2-211	Telephone	-	600		600	-	600
000-2-214	Travel	-	2,000		2,000	-	2,000
000-2-219	Building & Equipment Rent	5,321	1,000		1,000	6,523	6,000
000-2-221	Training	-	250		250	-	250
000-2-222	Dues & Subscriptions	-	500		500	-	500
000-2-223	Professional Services	25,579	30,000		30,000	3,039	25,000
000-2-226	Insurance - WC & UC	717	992		992	436	1,033
Total Contractual Services		31,617	35,342	-	35,342	9,998	35,383
Commodities							
000-3-341	Materials & Supplies	3,039	7,000		7,000	3,212	7,000
Total Commodities		3,039	7,000	-	7,000	3,212	7,000
Total Arts & Humanities		101,280	110,293	-	110,293	47,607	116,425

Fund	001 General Fund
Department	906 Arts & Humanities
Unit	01 Office of Public Art

FY 2022 Current		
Title	FLSA/Paygrade	FTE
Director of Public Art	E/119	1
Total		1

FY 2022 Current	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	52,000
Irregular Part Time (IPT)	-
Overtime	-
Tool Allowance	-
Total	52,000

		FY 2023				FY 2024	FY 2025
		Direct Purchase	Lease Purchase	New Lease Payment	Total Lease Payment ¹	Estimate	Estimate
Unit #	Equipment						
Total		-	-	-	-	-	-

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**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 910 Municipal Auditorium/Civic Center
Unit 00 Municipal Auditorium

Full Time Employees	0
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Expense Object	FY 2021 Actual	FY 2022 Original	FY 2022 YTD Amend.	FY 2022 Current	FY 2022 YTD Dec. Actual	FY 2023 Proposed
Personal Services						
000-1-103 Salaries & Wages	21,737	-		-	1,809	-
000-1-104 FICA	1,548	-		-	124	-
000-1-105 Medical & Life Insurance	18,525	-		-	2	-
000-1-106 PERS	2,061	-		-	181	-
000-1-111 Dental & Optical Insurance	1,560	-		-	43	-
000-1-112 Employee Insurance Cont.	(3,260)	-		-	(3)	-
Total Personal Services	42,171	-	-	-	2,156	-
Contractual Services						
000-2-211 Telephone	1,956	-		-	-	-
000-2-213 Utilities	60,660	-		-	-	-
000-2-216 Mtce & Repair - Equipment	2,800	-		-	-	-
000-2-226 Insurance - WC & UC	2,151	-		-	-	-
Total Contractual Services	67,567	-	-	-	-	-
Commodities						
000-3-341 Materials & Supplies	2,967	-		-	-	-
Total Commodities	2,967	-	-	-	-	-
Total Municipal Auditorium/Civic Center						
	112,705	-	-	-	2,156	-

Municipal Auditorium is moved to the Coliseum and Convention Center Revenue Fund starting in FY 2022

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 910 Municipal Auditorium/Civic Center
Unit 00 Municipal Auditorium

Authorized Full Time Positions & Salary Schedule

FY 2022 Current		
Title	FLSA/Paygrade	FTE
Events Coordinator	N-COMP/112	0
Facility Support Technician	N-OT/106	0
Total		0

FY 2023 Proposed		
Title	FLSA/Paygrade	FTE
Total		0

FY 2022 Current	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	-
Irregular Part Time (IPT)	-
Overtime	-
Tool Allowance	-
Total	-

FY 2023 Proposed	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	-
Irregular Part Time (IPT)	-
Overtime	-
Tool Allowance	-
Total	-

Projected Capital Equipment Acquisitions

Unit # Equipment		FY 2023				FY 2024	FY 2025
		Direct Purchase	Lease Purchase	New Lease Payment	Total Lease Payment ¹	Estimate	Estimate
Total		-	-	-	-	-	-

¹Total Lease Payment includes all payments from outstanding lease purchase cycles that will be paid in FY 2023.

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 910 Municipal Auditorium/Civic Center
Unit 01 CCCC Subsidy

Expense Object		FY 2021 Actual	FY 2022 Original	FY 2022 YTD Amend.	FY 2022 Current	FY 2022 YTD Dec. Actual	FY 2023 Proposed
Contributions & Other							
000-5-566	Debt Service Subsidy	583,312	565,000		565,000	391,823	578,000
001-5-566	Health Benefits Subsidy	224,711	-		-	-	-
002-5-566	Operational Subsidy	1,564,200	1,135,000		1,135,000	719,767	900,000
004-5-566	Equipment Purchase Subsidy	-	-		-	-	-
005-5-566	Municipal Auditorium Subsidy	-	200,000		200,000	-	-
Total Contributions & Other		2,372,223	1,900,000	-	1,900,000	1,111,590	1,478,000
Total Municipal Auditorium/Civic Center		2,372,223	1,900,000	-	1,900,000	1,111,590	1,478,000

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 911 Charleston Area Alliance
Unit 00 Administrative

Expense Object		FY 2021 Actual	FY 2022 Original	FY 2022 YTD Amend.	FY 2022 Current	FY 2022 YTD Dec. Actual	FY 2023 Proposed
Contributions & Other							
000-5-568	Other Contributions	100,000	100,000		100,000	50,000	100,000
Total Contributions & Other		100,000	100,000	-	100,000	50,000	100,000
Total Charleston Area Alliance		100,000	100,000	-	100,000	50,000	100,000

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 916 Library
Unit 00 Administrative

Expense Object		FY 2021 Actual	FY 2022 Original	FY 2022 YTD Amend.	FY 2022 Current	FY 2022 YTD Dec. Actual	FY 2023 Proposed
Contributions & Other							
000-5-567	Contributions to Other Govt	956,202	956,202		956,202	478,101	956,202
Total Contributions & Other		956,202	956,202	-	956,202	478,101	956,202
Total Library		956,202	956,202	-	956,202	478,101	956,202

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 919 Appalachain Power Park
Unit 00 Administrative

Full Time Employees	0
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Expense Object		FY 2021 Actual	FY 2022 Original	FY 2022 YTD Amend.	FY 2022 Current	FY 2022 YTD Dec. Actual	FY 2023 Proposed
Contractual Services							
000-2-213	Utilities	175,472	215,000		215,000	89,358	215,000
000-2-215	Mtce & Repair - Bldg/Ground	17,444	40,000		40,000	5,683	40,000
000-2-230	Contracted Services	1,676	25,000		25,000	21,500	25,000
Total Contractual Services		196,206	280,000	-	280,000	116,541	280,000
Commodities							
000-3-341	Materials & Supplies	7,759	25,000		25,000	2,522	25,000
Total Commodities		7,759	25,000	-	25,000	2,522	25,000
Total Appalachain Power Park		203,965	305,000	-	305,000	119,063	305,000

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 952 Spring Hill Cemetery
Unit 00 Administrative

Full Time Employees	8
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Expense Object		FY 2021 Actual	FY 2022 Original	FY 2022 YTD Amend.	FY 2022 Current	FY 2022 YTD Dec. Actual	FY 2023 Proposed
Personal Services							
000-1-103	Salaries & Wages	360,636	365,287		365,287	162,748	382,782
000-1-104	FICA	26,610	27,944		27,944	12,564	29,283
000-1-105	Medical & Life Insurance	51,991	59,392		59,392	28,200	62,416
000-1-106	PERS	30,955	31,849		31,849	15,229	30,238
000-1-111	Dental & Optical Insurance	4,161	3,736		3,736	1,914	4,184
000-1-112	Employee Insurance Cont.	(10,894)	(8,944)		(8,944)	(3,944)	(9,072)
Total Personal Services		463,459	479,264	-	479,264	216,711	499,831
Contractual Services							
000-2-211	Telephone	4,460	6,000		6,000	1,590	6,000
000-2-213	Utilities	9,564	10,000		10,000	4,551	10,000
000-2-214	Travel	-	1,000		1,000	-	1,000
000-2-215	Mtce & Repair - Bldg/Ground	1,727	1,500		1,500	475	1,500
000-2-216	Mtce & Repair - Equipment	-	4,000		4,000	-	4,000
000-2-219	Building & Equipment Rent	1,889	3,000		3,000	1,531	3,000
000-2-221	Training	-	600		600	-	600
000-2-222	Dues & Subscriptions	501	700		700	99	700
000-2-223	Professional Services	370	1,000		1,000	390	1,000
000-2-226	Insurance - WC & UC	4,555	7,936		7,936	2,616	8,264
000-2-230	Contracted Services	78,593	210,000	35,000	245,000	128,000	333,000
Total Contractual Services		101,659	245,736	35,000	280,736	139,252	369,064
Commodities							
000-3-341	Materials & Supplies	28,850	40,000		40,000	11,053	40,000
000-3-345	Uniforms	1,174	2,000	250	2,250	1,274	2,250
000-3-347	Resale Merchandise	9,104	15,000		15,000	2,513	15,000
000-3-358	Commissions	12,085	12,000		12,000	-	12,000
Total Commodities		51,213	69,000	250	69,250	14,840	69,250
Contributions & Other							
000-5-566	Contributions to Other Funds	15,700	18,000		18,000	-	18,000
Total Contributions & Other		15,700	18,000	-	18,000	-	18,000
Total Spring Hill Cemetery		632,031	812,000	35,250	847,250	370,803	956,145

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 952 Spring Hill Cemetery
Unit 00 Administrative

Authorized Full Time Positions & Salary Schedule

FY 2022 Current		
Title	FLSA/Paygrade	FTE
Superintendent	E/116	1
Business Manager	E/114	1
Cemetery Crew Leader	N-OT/113	1
Grounds Maintenance Worker	N-OT/104	4
Office Support Specialist	N-OT/107	1
Total		8

FY 2023 Proposed		
Title	FLSA/Paygrade	FTE
Superintendent	E/119	1
Business Manager	E/114	1
Cemetery Crew Leader	N-OT/113	1
Grounds Maintenance Worker	N-OT/104	4
Office Support Specialist	N-OT/107	1
Total		8

FY 2022 Current	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	308,407
Irregular Part Time (IPT)	46,800
Overtime	10,080
Tool Allowance	-
Total	365,287

FY 2023 Proposed	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	325,902
Irregular Part Time (IPT)	46,800
Overtime	10,080
Tool Allowance	-
Total	382,782

Projected Capital Equipment Acquisitions

Unit # Equipment		FY 2023				FY 2024	FY 2025
		Direct Purchase	Lease Purchase	New Lease Payment	Total Lease Payment ¹	Estimate	Estimate
201	Pickup, Reg Cab	-	-	-	-	33,000	-
211	Pickup, Reg Cab	-	-	-	-	33,000	-
207	Chipper	-	-	-	-	50,000	-
202	Pickup, Reg Cab	-	-	-	-	-	34,000
Total		-	-	-	41,294	116,000	34,000

¹Total Lease Payment includes all payments from outstanding lease purchase cycles that will be paid in FY 2023.

**City of Charleston
MUNICIPAL BUDGET
July 1, 2022 - June 30, 2023**

Section 6

Capital Projects Expenditures

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 975 General Government
Unit 00 Capital Outlay

Expense Object	FY 2021 Actual	FY 2022 Original	FY 2022 YTD Amend.	FY 2022 Current	FY 2022 YTD Dec. Actual	FY 2023 Proposed
Direct Purchase Equipment						
420-4-459 Engineering - General	-	-		-	-	61,000
436-4-459 Building Commission	-	-		-	-	114,000
439-4-459 Information Systems	32,001	268,000	100,000	368,000	-	235,500
440-4-459 General Services					-	64,000
567-4-459 Public Grounds	-	1,800	43,200	45,000	-	15,000
Total Direct Purchase Equipment	32,001	269,800	143,200	413,000	-	489,500
Lease Purchase Equipment						
440-4-459 General Services	21,441	-		-	-	-
567-4-459 Public Grounds	114,005	43,200	(15,976)	27,224	-	-
Total Lease Purchase Equipment	135,446	43,200	(15,976)	27,224	-	-
Lease Payments						
414-4-461 City Collector	-	-		-	-	-
420-4-461 Engineering - General	11,597	11,597		11,597	5,798	8,704
436-4-461 Building Commission	12,268	7,273	(984)	6,289	3,879	2,411
437-4-461 Planning	4,821	4,821		4,821	2,411	2,411
440-4-461 General Services	45,562	44,427		44,427	22,214	31,599
567-4-461 Public Grounds	150,218	135,844	(5,062)	130,782	69,167	112,730
Total Lease Payments	224,466	203,962	(6,046)	197,916	103,469	157,855
Total General Government	391,913	516,962	121,178	638,140	103,469	647,355

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 976 Public Safety
Unit 00 Capital Outlay

Expense Object		FY 2021 Actual	FY 2022 Original	FY 2022 YTD Amend.	FY 2022 Current	FY 2022 YTD Dec. Actual	FY 2023 Proposed
Direct Purchase Equipment							
700-4-459	Police - Uniformed	157,765	115,000	1,048,885	1,163,885	13,263	795,000
706-4-459	Fire - Uniformed	145,388	260,100	738,512	998,612	351,793	3,046,400
712-4-459	Traffic Engineering	-	10,000		10,000	-	22,250
Total Direct Purchase Equipment		303,153	385,100	1,787,397	2,172,497	365,056	3,863,650
Lease Purchase Equipment							
700-4-459	Police - Uniformed	539,903	605,200	(605,200)	-	-	-
706-4-459	Fire - Uniformed	567,371	632,650	(446,650)	186,000	-	-
712-4-459	Traffic Engineering	9,950	-		-	-	-
Total Lease Purchase Equipment		1,117,224	1,237,850	(1,051,850)	186,000	-	-
Lease Payments							
700-4-461	Police - Uniformed	418,317	418,263	(62,329)	355,934	187,693	194,039
706-4-461	Fire - Uniformed	623,623	432,824	(78,065)	354,759	206,524	283,651
712-4-461	Traffic Engineering	43,210	19,408	(4,564)	14,844	10,827	8,035
716-4-461	Emergency Services	5,811	5,811		5,811	2,906	5,811
Total Lease Payments		1,090,961	876,306	(144,958)	731,348	407,950	491,536
Total Public Safety		2,511,338	2,499,256	590,589	3,089,845	773,006	4,355,186

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 977 Streets & Transportation
Unit 00 Capital Outlay

Expense Object		FY 2021 Actual	FY 2022 Original	FY 2022 YTD Amend.	FY 2022 Current	FY 2022 YTD Dec. Actual	FY 2023 Proposed
Direct Purchase Equipment							
750-4-459	Street Department	-	29,725	480,705	510,430	26,056	822,900
754-4-459	Equipment Maintenance	-	-		-	-	77,000
Total Direct Purchase Equipment		-	29,725	480,705	510,430	26,056	899,900
Lease Purchase Equipment							
750-4-459	Street Department	774,437	415,775	(289,275)	126,500	-	-
754-4-459	Equipment Maintenance	46,802	-		-	-	-
Total Lease Purchase Equipment		821,239	415,775	(289,275)	126,500	-	-
Lease Payments							
750-4-461	Street Department	806,593	735,995	(72,430)	663,565	352,710	524,349
754-4-461	Equipment Maintenance	48,114	40,707	(1,026)	39,681	20,606	38,150
Total Lease Payments		854,707	776,702	(73,456)	703,246	373,316	562,499
Total Streets & Transportation		1,675,946	1,222,202	117,974	1,340,176	399,372	1,462,399

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 978 Health & Sanitation
Unit 00 Capital Outlay

Expense Object	FY 2021 Actual	FY 2022 Original	FY 2022 YTD Amend.	FY 2022 Current	FY 2022 YTD Dec. Actual	FY 2023 Proposed
Direct Purchase Equipment						
800-4-459 Refuse & Recycling	-	-	413,478	413,478	-	866,000
Total Direct Purchase Equipment	-	-	413,478	413,478	-	866,000
Lease Purchase Equipment						
800-4-459 Refuse & Recycling	-	360,000	13,975	373,975	91,975	-
Total Lease Purchase Equipment	-	360,000	13,975	373,975	91,975	-
Lease Payments						
800-4-461 Refuse & Recycling	518,121	421,767	(65,170)	356,597	198,539	222,908
Total Lease Payments	518,121	421,767	(65,170)	356,597	198,539	222,908
Total Health & Sanitation	518,121	781,767	362,283	1,144,050	290,514	1,088,908

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 979 Culture & Recreation
Unit 00 Capital Outlay

Expense Object	FY 2021 Actual	FY 2022 Original	FY 2022 YTD Amend.	FY 2022 Current	FY 2022 YTD Dec. Actual	FY 2023 Proposed
Major Improvement						
900-4-458 Parks & Recreation	26,661	-		-	45,948	-
Total Major Improvements	26,661	-	-	-	45,948	-
Direct Purchase Equipment						
900-4-459 Parks & Recreation	10,200	45,000	41,634	86,634	-	112,000
Total Direct Purchase Equipment	10,200	45,000	41,634	86,634	-	112,000
Lease Purchase Equipment						
900-4-459 Parks & Recreation	-	26,000	(26,000)	-	-	-
Total Lease Purchase Equipment	-	26,000	(26,000)	-	-	-
Lease Payments						
900-4-461 Parks & Recreation	60,168	50,089	(5,176)	44,913	24,269	29,077
Total Lease Payments	60,168	50,089	(5,176)	44,913	24,269	29,077
Total Culture & Recreation	97,029	121,089	10,458	131,547	70,217	141,077

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 980 Social Services
Unit 00 Capital Outlay

Expense Object	FY 2021 Actual	FY 2022 Original	FY 2022 YTD Amend.	FY 2022 Current	FY 2022 YTD Dec. Actual	FY 2023 Proposed
Lease Purchase Equipment						
952-4-459 Spring Hill Cemetery	37,416	-		-	-	-
Total Lease Purchase Equipment	37,416	-	-	-	-	-
Lease Payments						
952-4-461 Spring Hill Cemetery	45,971	43,380	(837)	42,543	21,896	41,294
Total Lease Payments	45,971	43,380	(837)	42,543	21,896	41,294
Total Social Services	83,387	43,380	(837)	42,543	21,896	41,294

**City of Charleston
Municipal Budget
FY 2023**

Fund 001 General Fund
Department 9** Capital Outlay
Unit 00 Capital Outlay

Expense Object		FY 2021 Actual	FY 2022 Original	FY 2022 YTD Amend.	FY 2022 Current	FY 2022 YTD Dec. Actual	FY 2023 Proposed
***-4-458	Major Improvement	26,661	-	-	-	45,948	-
***-4-459	Direct Purchase Equipment	345,354	729,625	2,866,414	3,596,039	391,112	6,231,050
***-4-459	Lease Purchase Equipment	2,111,325	2,082,825	(1,369,126)	713,699	91,975	-
***-4-461	Lease Payments	2,794,394	2,372,206	(295,643)	2,076,563	1,129,439	1,505,169
Total Capital Outlay		5,277,734	5,184,656	1,201,645	6,386,301	1,658,474	7,736,219

City of Charleston
MUNICIPAL BUDGET
July 1, 2022 - June 30, 2023

Section 7

Levy Rates

MUNICIPALITY OF CHARLESTON, WEST VIRGINIA
LEVY PAGE
REGULAR CURRENT EXPENSE LEVY
2022 - 2023

Current Year	Column E	
	Certificate of Valuation	Levy
	Assessed Value for Tax Purposes	Rate/\$100
Class I		
Personal Property	\$ 0	12.43
Public Utility	0	
Total Class I	<u>\$ 0</u>	<u>0</u>
Class II		
Real Estate	\$ 1,341,798,990	24.86
Personal Property	303,066	
Total Class II	<u>\$ 1,342,102,056</u>	<u>3,335,712</u>
Class IV		
Real Estate	\$ 1,110,732,240	49.72
Personal Property	535,938,337	
Public Utility	296,494,046	
Total Class IV	<u>\$ 1,943,164,623</u>	<u>5,522,561</u>
Total Value & Projected Revenue	<u><u>\$ 3,285,266,679</u></u>	<u><u>\$ 12,997,879</u></u>
Less Delinquencies, Exonerations & Uncollectable Taxes	6.00%	<u>779,873</u>
Less Tax Discounts (use Total Proj. Rev. Less Delinquencies to calculate)	1.50%	<u>183,270</u>
Less Allowance for Tax Increment Financing if Applicable - see worksheet (Subtracted from regular current expense taxes levied only)		<u>0</u>
Total Projected Property Tax Collection		<u>12,034,736</u>
Less Assessor Valuation Fund (Subtracted from regular current expense taxes levied only)	2.00%	<u>240,695</u>
Net Amount to be Raised by Levy of Property Taxes For Budget Purposes (Amount carries to #301-01 on GF REV tab)	 \$	<u><u>11,794,041</u></u>

MUNICIPALITY OF CHARLESTON, WEST VIRGINIA
ALLOWANCE FOR TAX INCREMENT FINANCING
REGULAR CURRENT EXPENSE LEVY
2022 - 2023

Current Year	Column C Roll Back Value Form	Levy Rate/\$100	Taxes Levied
Class I			
Personal Property	\$ <u> 0</u>	12.43	\$ <u> 0</u>
Public Utility	<u> 0</u>		<u> 0</u>
Total Class I	\$ <u> 0</u>		\$ <u> 0</u>
Class II			
Real Estate	\$ <u> 0</u>	24.86	\$ <u> 0</u>
Personal Property	<u> 0</u>		<u> 0</u>
Total Class II	\$ <u> 0</u>		<u> 0</u>
			\$
Class IV			
Real Estate	\$ <u> 0</u>	49.72	\$ <u> 0</u>
Personal Property	<u> 0</u>		<u> 0</u>
Public Utility	<u> 0</u>		<u> 0</u>
Total Class IV	\$ <u> 0</u>		<u> 0</u>
Total Value & Projected Revenue	\$ <u> 0</u>	(Gross)	\$ <u> 0</u>
Less Delinquencies, Exonerations & Uncollectable Taxes		<u> 6.00%.....</u>	<u> 0</u>
Less Tax Discounts		<u> 1.50%.....</u>	<u> 0</u>
Allowance For Tax Increment Financing			
(This amount carries to the worksheet above)		<u> </u>	<u> 0</u>

MUNICIPALITY OF CHARLESTON, WEST VIRGINIA

EXCESS LEVY PAGE

General Expenses Levy

2022 - 2023

	Column E Certificate of Valuation <u>Assessed Value for Tax Purposes</u>	<u>Levy Rate/\$100</u>	<u>Taxes Levied</u>
Current Year			
Class I			
Personal Property	\$ 0	5.03	\$ 0
Public Utility	0		0
Total Class I	\$ 0		\$ 0
Class II			
Real Estate	\$ 1,341,798,990	10.06	\$ 1,349,850
Personal Property	303,066		305
Total Class II	\$ 1,342,102,056		\$ 1,350,155
Class IV			
Real Estate	\$ 1,110,732,240	20.12	\$ 2,234,793
Personal Property	535,938,337		1,078,308
Public Utility	296,494,046		596,546
Total Class IV	\$ 1,943,164,623		\$ 3,909,647
Total Value & Projected Revenue	\$ 3,285,266,679		5,259,802
Less Delinquencies, Exonerations & Uncollectable Taxes		6.00%	315,588
Less Tax Discounts		1.50%	74,163
Net Amount to be Raised by Levy For Budget Purposes:			4,870,051
Included in the General Fund "Yes or No"			Yes
IF EXCESS LEVY IS INCLUDED IN GENERAL FUND, (and you enter yes to indicate that)			
this total will carry to the GF REV tab in account # 301-90:			\$ 4,870,051

**City of Charleston
MUNICIPAL BUDGET
July 1, 2022 - June 30, 2023**

Appendix A

Health Plan Premium Summary

**City of Charleston
Municipal Budget
Health Plan Premium Summary
Fiscal Year 2023**

Active Employee Premium		
PEIA Plan A		
Monthly Premium¹	Standard	Non-Tobacco
Employee Only	108.00	83.00
Employee + Children	200.00	150.00
Family	227.00	177.00
PEIA Plan C		
Monthly Premium¹	Standard	Non-Tobacco
Employee Only	68.00	43.00
Employee + Children	103.00	53.00
Family	139.00	89.00

Retiree Premium		
All Non-Uniform Retirees & Uniform Retirees Hired On or After 7/1/1984		
Monthly Premium	Standard	Non-Tobacco
Pre-65		
Retiree Only	207.83	188.52
Retiree & Spouse	320.08	292.50
Family	454.48	411.67
Post-65 (Medicare)		
Retiree (M)	100.97	92.16
Retiree (M) & Spouse (M)	125.09	96.41
Retiree & Spouse (M)	228.99	200.30
Retiree (M) & Spouse	228.99	200.30
Uniform Retirees Hired Prior to 7/1/1984		
Monthly Premium	Standard	Non-Tobacco
Pre-65		
Retiree Only	186.15	161.87
Retiree & Spouse	275.40	239.48
Family	280.20	243.65
Post-65 (Medicare)		
Retiree (M)	100.97	92.16
Retiree (M) & Spouse (M)	125.09	96.41
Retiree & Spouse (M)	152.53	132.63
Retiree (M) & Spouse	205.66	178.83

Dental/Vision Plan Premium		
Active & Retiree		
Monthly Premium	Standard	Enhanced
Employee Only	3.40	6.75
Family	7.71	16.08

¹ Active Employee PEIA premiums are split across 2 pay checks per month. In months with 3 pay checks, the 3rd check will not deduct premium.

Disclaimer: This is a summary of the plan coverages. Any conflict between this table and the actual insurance policy, the policy provision will prevail.

Resolution No. 623-22

Introduced in Council:

March 21, 2022

Adopted by Council:

Introduced by:

Joseph Jenkins

Referred to:

Finance

Resolution No. 623-22 – Authorizing the Mayor or City Manager to enter into a Memorandum of Understanding, attached hereto as Exhibit A, between the State of West Virginia, the City of Charleston and other West Virginia municipalities and counties relating to the distribution of proceeds from any settlement of ongoing litigation regarding opioids.

Be it Resolved by the Council of the City of Charleston, West Virginia:

That the Mayor or City Manager is authorized to enter into a Memorandum of Understanding between the State of West Virginia, the City of Charleston and other West Virginia municipalities and counties relating to the distribution of proceeds from any settlement of ongoing litigation regarding opioids.

WEST VIRGINIA FIRST MEMORANDUM OF UNDERSTANDING

General Principles

Whereas, the people of the State of West Virginia, its Local Governments and communities, have been harmed by misfeasance, nonfeasance and malfeasance committed by certain entities within the Pharmaceutical Supply Chain; and,

Whereas, certain Local Governments, through their elected representatives and counsel, and the State, through its Attorney General, are separately engaged in litigation seeking to hold Pharmaceutical Supply Chain Participants accountable for the public harms caused by their misfeasance, nonfeasance, and malfeasance; and

Whereas, the State, through its Attorney General, and its Local Governments share a common desire to abate and alleviate the impacts of that misfeasance, nonfeasance, and malfeasance throughout the State of West Virginia;

Terms

The State and its Local Governments and communities, subject to the completion of formal documents effectuating the Parties' agreements, enter into this Memorandum of Understanding ("MOU") relating to the allocation and use of the proceeds of Settlements and Judgments described herein.

A. Definitions

As used in this Memorandum of Understanding:

1. "Approved Purpose(s)" shall mean evidence-based strategies, programming and/or services used to expand the availability of treatment for individuals affected by substance use disorders and/or addiction, to develop, promote and provide evidence-based substance use prevention strategies, to provide substance use avoidance and awareness education, to engage in enforcement to curtail the sale, distribution, promotion or use of opioids and other drugs, to decrease the oversupply of licit and illicit opioids and to support recovery from addiction to be performed by qualified providers as is further set forth in Exhibit A and Paragraph B(3) below.
2. "Court" is the West Virginia Mass Litigation Panel.
3. "Foundation Share" shall mean Opioid Funds allocated to the Foundation from any settlement or judgment.

4. “Judgment” shall mean a final judgment or verdict in favor of any of the Parties in a judicial proceeding pending in either state or federal court (including Bankruptcy Court) which resolves legal or equitable claims regarding opioids against a Pharmaceutical Supply Chain Participant. Judgment shall not include any judgment on the claims of Cabell County and the City of Huntington which were previously tried in the United States District Court for the Southern District of West Virginia, or any judgment on any claims asserted by the State against a Pharmaceutical Supply Chain Participant arising under federal or state antitrust laws, state criminal laws, or claims asserted pursuant to W. Va. Code, § 9-7-6(c) or for Medicaid reimbursement.
5. “Local Government(s)” shall mean all counties, cities, villages, and towns located within the geographic boundaries of the State.
6. “Local Government Share” or “LG Share” shall mean Opioid Funds allocated directly to Local Governments from any settlement or judgment.
7. “Regional Share Calculation” shall mean each Region’s share of Opioid Funds which shall be calculated by summing the individual percentage shares of the Local Governments set forth in Exhibit C for all of the subdivisions in the entire Region as defined in Exhibit B.
8. “Net Opioid Fund” is the Opioid Fund less the Opioid Seed Fund payment.
9. “Opioid Funds” shall mean monetary amounts obtained through a Settlement or Judgment as defined in this Memorandum of Understanding.
10. “Pharmaceutical Supply Chain” shall mean the process and channels through which opioids are manufactured, marketed, promoted, distributed, or dispensed.
11. “Pharmaceutical Supply Chain Participant” shall mean any entity that engages in or has engaged in the manufacture, marketing, promotion, distribution or dispensing of an opioid analgesic, including but not limited to those persons or entities identified as Defendants in the matter captioned In re: Opioid Litigation, MDL 2804 pending in the United States District Court for the Northern District of Ohio, the proceedings before the West Virginia Mass Litigation Panel, styled In Re: Opioid Litigation, Civil Action No. 19-C-9000, and relates to conduct occurring prior to the date of this agreement. For the avoidance of doubt, the term Pharmaceutical Supply Chain Participant includes any parent or subsidiary company of any entity that engages in or has engaged in the manufacture, marketing, promotion, distribution or dispensing of an opioid analgesic, and any entity that engages in or has engaged in the manufacture, marketing, promotion, distribution or dispensing of an opioid analgesic, that seeks or has sought protection under the United States Bankruptcy Code.

12. “Settlement” shall mean the negotiated resolution by any of the Parties, of legal or equitable claims regarding opioids against a Pharmaceutical Supply Chain Participant when that resolution has been jointly entered into by the Parties. It does not include the Settlements the State and/or the West Virginia Attorney General entered into with any Pharmaceutical Supply Chain Participant prior to December 1, 2021. For the avoidance of doubt McKinsey is included. Settlement shall not include the claims of Cabell County and the City of Huntington, which were previously tried in the United States District Court for the Southern District of West Virginia or settlement of any claims asserted by the State and/or the West Virginia Attorney General against a Pharmaceutical Supply Chain Participant arising under federal or state antitrust laws, state criminal laws, or claims asserted pursuant to W. Va. Code, § 9-7-6(c) or for Medicaid reimbursement.
13. “State Share” shall mean Opioid Funds allocated to the State from any settlement or judgment.
14. “The Parties” shall mean the State and the Local Governments.
15. “Regions” shall mean the division of the Local Governments into six (6) separate areas as set forth in Exhibit B.
16. “The State” shall mean the State of West Virginia acting through its Attorney General.
17. “West Virginia Seed Fund” shall be funded as set forth in Paragraph B(3)(a). The funds are available for use in proper creation and documentation of the West Virginia Opioid Foundation and to fund their start-up work, and subsequent operation.

B. Settlement and Judgment Proceeds

1. The Parties shall organize a private, nonstock, nonprofit corporation for the purposes of receiving and distributing West Virginia Opioid Funds as set forth in Section C. of this MOU (“Opioid Foundation”).
2. The Parties shall allocate all Opioid Funds as follows:
 - a. Subject to relevant approvals, the State shall pay into the West Virginia Seed Fund the \$10,000,000 received from McKinsey & Company as a result of the February 3, 2021, consent judgment with the State.
 - b. All other Opioid Funds covered by the agreement shall be allocated as set forth below:

- i. 24.5% of the Net Opioid Funds shall be allocated as LG Shares. These LG Shares shall be allocated amongst the Local Governments using the default percentages set forth in Exhibit C. Each county and its inclusive municipalities must either: (a) ratify the default allocation; (b) reach an agreement altering the default allocation; or (c) submit to binding arbitration before Judge Christopher Wilkes (WVMLP Special Master) whose decision will be final and non-appealable.
 - ii. The Foundation will receive 72.5% of the Net Opioid Funds (“Foundation Share”).
 - iii. The State shall receive 3% of the Net Opioid Funds (“State Share”), by and through the Attorney General, to be held in escrow for expenses incurred related to opioid litigation. If the 3% is not spent by December 31, 2026, then 1% goes to Local Governments and 2% goes to the Opioid Foundation.
3. All Net Opioid Funds, regardless of allocation, shall be used in a manner consistent with the Approved Purposes definition. The LG Share may be used as restitution for past expenditures so long as the past expenditures were made for purposes that would have qualified or were consistent with the categories of Approved Purposes listed in Exhibit A. Prior to using any portion of the LG Share as restitution for past expenditures, a Local Government shall pass a resolution or take equivalent governmental action detailing and explaining its use of the funds for restitution. Moreover, up to one-half of the LG Share may be used to provide restitution for monies that were previously expended on opioid abatement activities, including law enforcement and regional jail fees.
4. In the event a Local Government merges, dissolves, or ceases to exist, the relevant shares for that Local Government shall be redistributed equitably based on the composition of the successor Local Government. If a Local Government for any reason is excluded from a specific Settlement or Judgment, the allocation percentage for that Local Government shall be redistributed among the participating Local Governments for that Settlement or Judgment.
5. If the LG Share is less than \$500, then that amount will instead be distributed to the county in which the Local Government lies to allow practical application of the abatement remedy.
6. Funds obtained that are unrelated to any Settlement or Judgment with a Pharmaceutical Supply Chain Participant, including those received via grant, bequest, gift, or the like, may be directed to the Opioid Foundation and disbursed as set forth below.
7. The Foundation Share shall be used for the benefit of the people of West Virginia consistent with the by-laws of the Foundation documents and this MOU.

8. Nothing in this MOU alters or changes the Parties' rights to pursue their own claims in litigation, subject to Paragraph E. Rather, the intent of this MOU is to join the Parties together regarding the distribution of the proceeds of settlements with or judgments against Pharmaceutical Supply Chain Participants for the benefit of all West Virginians and ensure that settlement monies are spent consistent with the Approved Purposes set forth in Exhibit A.
9. Any settlement, judgment and/or other remedy arising out of *City of Huntington v. AmerisourceBergen Drug Corporation, et al.* (Civil Action No. 3:17-01362) and/or *Cabell County Commission v. AmerisourceBergen Drug Corporation, et al.* (Civil Action No. 3:17-01665) pending in the United States District Court for the Southern District of West Virginia (Faber, J.) ("CT2") is specifically excluded from this MOU.

C. The Opioid Foundation

1. The Parties shall create a private section 501(c)(3) Opioid Foundation ("Foundation") with a governing board ("Board"), a panel of experts ("Expert Panel"), and such other regional entities as may be necessary for the purpose of receiving and disbursing Opioid Funds and other purposes as set forth both herein and in the documents establishing the Foundation. The Foundation will allow Local Governments to take advantage of economies of scale and will partner with the State to increase revenue streams.
2. Each Region shall create their own governance structure, ensuring that all Local Governments have input and equitable representation regarding regional decisions including representation on the board and selection of projects to be funded from the Regional Share Calculation. The Expert Panel may consult with and may make recommendations to Regions on projects, services and/or expenses to be funded. Regions shall have the responsibility to make decisions that will allocate funds to projects, services and/or expenses that will equitably serve the needs of the entire Region.

3. Board Composition

The Board will consist of 11 members comprising representation as follows:

- a. To represent the interests of the State, five appointees of the governor, subject to confirmation by the Senate. The five appointees are intended to be limited to one from any given Region. If special circumstances are shown, this provision may be waived by a vote of four of the six Local Government members.
- b. To represent the interests of the Local Governments, six members, with one member selected from each Region. The Local Governments in each Region shall make the selection of the board member to represent their region.

4. Board terms will be staggered three-year terms. Board members may be reappointed.
5. Board members shall serve as fiduciaries of the Foundation separate and distinct from any representational capacity of the entity appointing the Board Member. Members of any regional governing structure shall likewise serve as fiduciaries of their Region separate and distinct from any representational capacity of the entity appointing the member.
6. Members of the board should have expertise in a variety of disciplines, such as substance abuse treatment, mental health, law enforcement, pharmacology, finance, and healthcare policy and management. Drawing Board members from these disciplines will help to ensure that the Board will make appropriate and prudent investments in order to meet short-term and long-term goals.
7. Six members of the Board shall constitute a quorum. Members of the Board may participate in meetings by telephone or video conference or may select a designee to attend and vote if the Board member is unavailable to attend a board meeting.
8. The Foundation shall have an Executive Director appointed by the Attorney General after consultation with the Board. The Board may reject the Attorney General's selection of the Executive Director only on the affirmative vote of eight members of the board. The Executive Director shall have at least six years' experience in healthcare, finance and management and will be responsible for the management, organization, and preservation of the public/private partnership's records. The Executive Director may be removed by the Board upon the concurrence of the votes of three-fourths of the members of the Board. The Executive Director shall have the right to attend all Board meetings unless otherwise excused but shall vote only in the event of a tie.
9. The Board shall appoint the Expert Panel. The Expert Panel should include experts in the fields of substance abuse treatment, mental health, law enforcement, pharmacology, finance, and healthcare policy and management. The purpose of the Expert Panel is to assist the Board in making decisions about strategies for abating the opioid epidemic in local communities around the state. The Executive Director and any member of the Board shall have the right to attend all meetings of the Expert Panel.
10. The governance of the Board and the criteria to be established for disbursement of funds shall be guided by the recognition that expenditures should insure the efficient and effective abatement of the opioid epidemic, the enforcement of laws to curb the use of opioids, and the prevention of future addiction and substance misuse based upon an intensity and needs basis. All expenditures must be consistent with the categories of Approved Purposes as set forth in Exhibit A hereto.

11. Disbursement of Foundation Share by the Board

- a. The Foundation Board shall develop and approve procedures for the disbursement of Opioid Funds of the Foundation consistent with this Memorandum of Understanding.
- b. Funds for statewide programs, innovation, research, and education may also be expended by the Foundation from the Foundation Share, from the State Share (as directed by the State), or from sources other than Opioid Funds as provided below.
- c. The Foundation shall spend 20% of its annual budget in the six regions during the Foundation's first seven years of funding to be divided according to each Region's fixed Regional Share Calculation. After seven years, all regional spending will be as set forth in Section 11(d), below. Regions may, after consulting with the Expert Panel, expend the sums received under this Section 11(c) for any Approved Purposes.
- d. After the Regional Shares are distributed as set forth in Section 11(c), the Disbursement of Funds from the Foundation Share approved for disbursement by the Board for Approved Purposes shall be disbursed based on an evidence-based evaluation of need after consultation with the Expert Panel. The Parties do not intend to require any specific regional allocation of the Foundation Share other than those distributed pursuant to paragraph 11(c).
- e. Regions may collaborate with other Regions to submit joint proposals.
- f. The proposed procedures shall set forth the role of the Expert Panel in advising the Regions and the Board concerning disbursements of Opioid Funds of the Foundation as set forth in this MOU.
- g. Within 90 days of the first receipt of any Opioid Funds and annually thereafter, the Board, after receiving counsel from its investment advisors and Expert Panel, shall determine the amount and timing of Foundation funds to be distributed annually. In making this determination, the Board shall consider: (a) Pending requests for Opioid Funds from communities, entities, or regions; (b) the total Opioid Funds available; (c) the timing of anticipated receipts of future Opioid Funds; (d) non-Opioid funds received by the Foundation; (e) investment income; and (f) long-term financial viability of the Foundation. The Foundation may disburse its principal and interest with the aim towards an efficient, expeditious abatement of the Opioid crisis considering long term and short-term strategies.

12. The Foundation, Expert Panel, and any other entities under the supervision of the Foundation, including the Regions, shall operate in a transparent manner. Meetings

should be open. All operations of the Foundation and all Foundation supervised entities, including the Regions, shall be subject to audit and review by the Attorney General and/or other appropriate State officials.

13. Each Local Government shall submit an annual financial report to the Foundation no later than April 30 of each year specifying the amounts spent on Approved Purposes within the Region during the previous fiscal year. A report for each Region shall be prepared no later than thirty days thereafter. Each Region's report shall incorporate the information disclosed in each Local Government's annual report generated pursuant to Section B (4), above. Each Region's report shall specify (i) the amount of Opioid Funds received, (ii) the amount of Opioid Funds disbursed or applied during the previous fiscal year, broken down by categories of Approved Uses (indicating the name of the recipient, the amount awarded, a description of the use of the award, and disbursement terms), and (iii) impact information measuring or describing the progress of the Approved Use strategies.
14. The Foundation shall publish a consolidated report detailing annual financial expenditures within 15 days of the last day of the state fiscal year covered by the report.
15. The Foundation shall consult with a professional investment advisor to adopt a Foundation investment policy that will seek to assure that the Foundation's investments are appropriate, prudent, and consistent with best practices for investments of public funds. The investment policy shall be designed to meet the Foundation's long and short-term goals.
16. The Foundation and any Foundation supervised entity may receive funds including stocks, bonds, real property, government grants, private-sector donations, and cash in addition to the proceeds of the Litigation. These Non-Opioid additional funds shall be subject only to the limitations, if any, contained in the individual award, grant, donation, gift, bequest, or deposit consistent with the mission of the foundation.

D. Payment of Attorneys' Fees and Litigation Expenses

Payment of all Attorneys' Fees and Litigation Expenses shall be awarded consistent with the orders of the Court and upon recommendation of Judge Christopher Wilkes (WVMLP Special Master). Such award shall be final and non-appealable.

E. Authority to Negotiate and Announcing Resolution of Claims

1. The Court has established three case tracks.
 - a. Manufacturers and Pharmacy claims are to be coordinated by the office of Attorney General Morrisey and his designated counsel. The Attorney General shall retain the authority over resolution of those claims after

consultation and coordination with Local Governments subject to Court approval.

- b. The Distributor Claims are to be coordinated by Co-Lead Counsel Paul Farrell, Jr. and Robert Fitzsimmons. The Co-Leads shall retain the authority over resolution of those claims after consultation and coordination with Local Governments and their counsel and the Attorney General and his designated counsel.
2. If there is any resolution of any claim before the Court, it will be announced and presented to the Court jointly by the Attorney General and the Local Governments for Approval.

F. Amendments

The Parties agree to make such amendments as necessary to implement the general principles of this MOU.

Approved By:

Participating Local Government: _____

Authorized Representative Name:(Print) _____

Signature: _____ **Date Approved:** _____

EXHIBIT A

SCHEDULE A - CORE STRATEGIES

The Parties shall choose from among the abatement strategies listed in Schedule B. However, priority shall be given to the following core abatement strategies (“**Core Strategies**”).¹

A. NALOXONE OR OTHER FDA-APPROVED DRUG TO REVERSE OPIOID OVERDOSES

1. Expand training for first responders, schools, community support groups and families; and
2. Increase distribution to individuals who are uninsured or whose insurance does not cover the needed services.

B. MEDICATION-ASSISTED TREATMENT (“MAT”) DISTRIBUTION AND OTHER OPIOID-RELATED TREATMENT

1. Increase distribution of MAT to individuals who are uninsured or whose insurance does not cover the needed service;
2. Provide education to school-based and youth-focused programs that discourage or prevent misuse;
3. Provide MAT education and awareness training to healthcare providers, EMTs, law enforcement, and other first responders; and
4. Treatment and Recovery Support Services such as residential and inpatient treatment, intensive outpatient treatment, outpatient therapy or counseling, and recovery housing that allow or integrate medication and with other support services.

C. PREGNANT & POSTPARTUM WOMEN

1. Expand Screening, Brief Intervention, and Referral to Treatment (“SBIRT”) services to non-Medicaid eligible or uninsured pregnant women;
2. Expand comprehensive evidence-based treatment and recovery services, including MAT, for women and co-occurring Opioid Use Disorder (“OUD”) and other substance Use Disorder (“SUD”)/Mental Health disorders for uninsured individuals for up to 12 months postpartum; and

¹ As used in this Schedule A, words like “expand,” “fund,” “provide” or the like shall not indicate a preference for new or existing programs. Priorities will be established by the Opioid Abatement Foundation.

3. Provide comprehensive wrap-around services to individuals with Opioid Use Disorder (OUD) including housing, transportation, job placement/training, and childcare.

D. EXPANDING TREATMENT FOR NEONATAL ABSTINENCE SYNDROME

1. Expand comprehensive evidence-based treatment and recovery support for NAS babies;
2. Expand services for better continuation of care with infant-need dyad; and
3. Expand long-term treatment and services for medical monitoring of NAS babies and their families.

E. EXPANSION OF WARM HAND-OFF PROGRAMS AND RECOVERY SERVICES

1. Expand services such as on-call teams to begin MAT in hospital emergency departments;
2. Expand warm hand-off services to transition to recovery services;
3. Broaden scope of recovery services to include co-occurring SUD or mental health conditions;
4. Provide comprehensive wrap-around services to individuals in recovery including housing, transportation, job placement/training, and childcare; and
5. Hire additional social workers or other behavioral health workers to facilitate expansion above.

F. TREATMENT FOR INCARCERATED POPULATION

1. Provide evidence-based treatment and recovery support including MAT for persons with OUD and co-occurring SUD/MH disorders within and transitioning out of the criminal justice system; and
2. Increase funding for jails to provide treatment to inmates with OUD.

G. PREVENTION PROGRAMS

1. Funding for media campaigns to prevent opioid use (similar to the FDA's "Real Cost" campaign to prevent youth from misusing tobacco);
2. Funding for evidence-based prevention programs in schools;

3. Funding for medical provider education and outreach regarding best prescribing practices for opioids consistent with the 2016 CDC guidelines, including providers at hospitals (academic detailing);
4. Funding for community drug disposal programs; and
5. Funding and training for first responders to participate in pre-arrest diversion programs, post-overdose response teams, or similar strategies that connect at-risk individuals to behavioral health services and supports.

H. EVIDENCE-BASED DATA COLLECTION AND RESEARCH ANALYZING THE EFFECTIVENESS OF THE ABATEMENT STRATEGIES WITHIN THE STATE.

I. LAW ENFORCEMENT

1. Funding for law enforcement efforts to curtail the sale, distribution, promotion or use of opioids and other drugs to reduce the oversupply of licit and illicit opioids, including regional jail fees.

J. RESEARCH

1. Research to ameliorate the opioid epidemic and to identify new tools to reduce and address opioid addiction. Holistically seek to address the problem from a supply, demand, and educational perspective. Ensure tools exist to provide law enforcement with appropriate enforcement to address needs.

SCHEDULE B - APPROVED USES

Support treatment of Opioid Use Disorder (OUD) and any co-occurring Substance Use Disorder or Mental Health (SUD/MH) conditions through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, the following:²

PART ONE: TREATMENT

A. TREAT OPIOID USE DISORDER (OUD)

1. Support treatment of Opioid Use Disorder (OUD) and any co-occurring SUD/MH conditions, including all forms of Medication-Assisted Treatment (MAT) approved by the U.S. Food and Drug Administration.
2. Support and reimburse evidence-based services that adhere to the American Society of Addiction Medicine (ASAM) continuum of care for OUD and any co-occurring SUB/MH conditions.
3. Expand telehealth to increase access to treatment for OUD and any co-occurring SUD/MH conditions, including MAT, as well as counseling, psychiatric support, and other treatment and recovery support services.
4. Improve oversight of Opioid Treatment Programs (OTPs) to assure evidence-based or evidence-informed practices such as adequate methadone dosing and low threshold approaches to treatment.
5. Support intervention, treatment, and recovery services, offered by qualified professionals and service providers, including but not limited to faith-based organizations or peer recovery coaches, for persons with OUD and any co-occurring SUD/MH conditions and for persons who have experienced an opioid overdose.
6. Treatment of trauma for individuals with OUD (e.g., violence, sexual assault, human trafficking, or adverse childhood experiences) and family members (e.g., surviving family members after an overdose or overdose fatality), and training of health care personnel to identify and address such trauma.
7. Support evidence-based withdrawal management services for people with OUD and any co-occurring mental health conditions.
8. Training on MAT for health care providers, first responders, students, or other supporting professionals, such as peer recovery coaches or recovery outreach

² As used in this Schedule B, words like “expand,” “fund,” “provide” or the like shall not indicate a preference for new or existing programs. Priorities will be established by the Opioid Abatement Foundation.

specialists, including telementoring to assist community-based providers in rural or underserved areas.

9. Support workforce development for addiction professionals who work with persons with OUD and any co-occurring SUD/MH conditions.
10. Fellowships for addiction medicine specialists for direct patient care, instructors, and clinical research for treatments.
11. Scholarships and supports for behavioral health practitioners or workers involved in addressing OUD and any co-occurring SLTD or mental health conditions, including but not limited to training, scholarships, fellowships, loan repayment programs, or other incentives for providers to work in rural or underserved areas.
12. Provide funding and training for clinicians to obtain a waiver under the federal Drug Addiction Treatment Act of 2000 (DATA 2000) to prescribe MAT for OUD, and provide technical assistance and professional support to clinicians who have obtained a DATA 2000 waiver.
13. Dissemination of web-based training curricula, such as the American Academy of Addiction Psychiatry's Provider Clinical Support Service-Opioids web-based training curriculum and motivational interviewing.
14. Development and dissemination of new curricula, such as the American Academy of Addiction Psychiatry's Provider Clinical Support Service for Medication-Assisted Treatment.

B. SUPPORT PEOPLE IN TREATMENT AND RECOVERY

Support people in recovery from OUD and any co-occurring SUD/MH conditions through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, the following:

1. Provide comprehensive wrap-around services to individuals with OUD and any co-occurring SUD/MH conditions, including housing, transportation, education, job placement, job training, or childcare.
2. Provide the full continuum of care of treatment and recovery services for OUD and any co-occurring SUD/MH conditions, including supportive housing, peer support services and counseling, case management, and connections to community-based services.
3. Provide counseling, peer-support, recovery case management and residential treatment with access to medications for those who need it to persons with OUD and any co-occurring SUD/MH conditions.

4. Provide access to housing for people with OUD and any co-occurring SUD/MH conditions, including supportive housing, recovery housing, housing assistance programs, training for housing providers, or recovery housing programs that allow or integrate FDA-approved medication with other support services.
5. Provide community support services, including social and legal services, to assist in deinstitutionalizing persons with OUD and any co-occurring SUD/MH conditions.
6. Support or expand peer-recovery centers, which may include support groups, social events, computer access, or other services for persons with OUD and any co-occurring SUD/MH conditions.
7. Provide or support transportation to treatment or recovery programs or services for persons with OUD and any co-occurring SUD/MH conditions.
8. Provide employment training or educational services for persons in treatment for or recovery from OUD and any co-occurring SUD/MH conditions.
9. Identify successful recovery programs such as physician, pilot, and college recovery programs, and provide support and technical assistance to increase the number and capacity of high-quality programs to help those in recovery.
10. Engage and support non-profits, faith-based communities, and community coalitions to support, house, and train people in treatment and recovery and to support family members in their efforts to support the person with OUD in the family.
11. Training and development of procedures for government staff to appropriately interact and provide social and other services to individuals with or in recovery from OUD, including reducing stigma.
12. Support stigma reduction efforts regarding treatment and support for persons with OUD, including reducing the stigma on effective treatment.
13. Create or support culturally appropriate services and programs for persons with OUD and any co-occurring SUD/MH conditions.
14. Create and/or support recovery high schools.
15. Hire or train behavioral health workers to provide or expand any of the services or supports listed above.

C. CONNECT PEOPLE WHO NEED HELP TO THE HELP THEY NEED
(CONNECTIONS TO CARE)

Provide connections to care for people who have - or at risk of developing - OUD and any co-occurring SUD/MH conditions through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, the following:

1. Ensure that health care providers are screening for OUD and other risk factors and know how to appropriately counsel and treat (or refer if necessary) a patient for OUD treatment.
2. Fund Screening, Brief Intervention and Referral to Treatment (SBIRT) programs to reduce the transition from use to disorders, including SBIRT services to pregnant women who are uninsured or not eligible for Medicaid.
3. Provide training and long-term implementation of SBIRT in key systems (health, schools, colleges, criminal justice, and probation), with a focus on youth and young adults when transition from misuse to opioid disorder is common.
4. Purchase automated versions of SBIRT and support ongoing costs of the technology.
5. Expand services such as on-call teams to begin MAT in hospital emergency departments.
6. Training for emergency room personnel treating opioid overdose patients on post-discharge planning, including community referrals for MAT, recovery case management or support services.
7. Support hospital programs that transition persons with OUD and any co-occurring SUD/MH conditions, or persons who have experienced an opioid overdose, into clinically appropriate follow-up care through a bridge clinic or similar approach.
8. Support crisis stabilization centers that serve as an alternative to hospital emergency departments for persons with OUD and any co-occurring SUD/MH conditions or persons that have experienced an opioid overdose.
9. Support the work of Emergency Medical Systems, including peer support specialists, to connect individuals to treatment or other appropriate services following an opioid overdose or other opioid-related adverse event
10. Provide funding for peer support specialists or recovery coaches in emergency departments, detox facilities, recovery centers, recovery housing, or similar settings; offer services, supports, or connections to care to persons with OUD and any co-occurring SUD/MH conditions or to persons who have experienced an opioid overdose.

11. Expand warm hand-off services to transition to recovery services.
12. Create or support school-based contacts that parents can engage with to seek immediate treatment services for their child; and support prevention, intervention, treatment, and recovery programs focused on young people.
13. Develop and support best practices on addressing OUD in the workplace.
14. Support assistance programs for health care providers with OUD.
15. Engage and support non-profits and the faith-based community as a system to support outreach for treatment.
16. Support centralized call centers that provide information and connections to appropriate services and supports for persons with OUD and any co-occurring SUD/MH conditions.

D. ADDRESS THE NEEDS OF CRIMINAL-JUSTICE-INVOLVED PERSONS

Address the needs of persons with OUD and any co-occurring SUD/MH conditions who are involved in, are at risk of becoming involved in, or are transitioning out of the criminal justice system through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, the following:

1. Support pre-arrest or pre-arraignment diversion and deflection strategies for persons with OUD and any co-occurring SUD/MH conditions, including established strategies such as:
 - a. Self-referral strategies such as the Angel Programs or the Police Assisted Addiction Recovery Initiative (PAARI);
 - b. Active outreach strategies such as the Drug Abuse Response Team (DART) model;
 - c. "Naloxone Plus" strategies, which work to ensure that individuals who have received naloxone to reverse the effects of an overdose are then linked to treatment programs or other appropriate services;
 - d. Officer prevention strategies, such as the Law Enforcement Assisted Diversion (LEAD) model;
 - e. Officer intervention strategies such as the Leon County, Florida Adult Civil Citation Network or the Chicago Westside Narcotics Diversion to Treatment Initiative; or

- f. Co-responder and/or alternative responder models to address OUD-related 911 calls with greater SUD expertise.
2. Support pre-trial services that connect individuals with OUD and any co-occurring SUD/MH conditions to evidence-informed treatment, including MAT, and related services.
3. Support treatment and recovery courts that provide evidence-based options for persons with OLTID and any co-occurring SUD/MH conditions.
4. Provide evidence-informed treatment, including MAT, recovery support, or other appropriate services to individuals with OUD and any co-occurring SUD/MH conditions who are incarcerated in jail or prison.
5. Provide evidence-informed treatment, including MAT, recovery support, or other appropriate services to individuals with OUD and any co-occurring SUD/MH conditions who are leaving jail or prison have recently left jail or prison, are on probation or parole, are under community corrections supervision, or are in re-entry programs or facilities.
6. Support critical time interventions (CTI), particularly for individuals living with dual-diagnosis OUD/serious mental illness, and services for individuals who face immediate risks and service needs and risks upon release from correctional settings.
7. Provide training on best practices for addressing the needs of criminal-justice-involved persons with OUD and any co-occurring SUD/MH conditions to law enforcement, correctional, or judicial personnel or to providers of treatment, recovery, case management, or other services offered in connection with any of the strategies described in this section.

E. ADDRESS THE NEEDS OF PREGNANT OR PARENTING WOMEN AND THEIR FAMILIES, INCLUDING BABIES WITH NEONATAL ABSTINENCE SYNDROME

Address the needs of pregnant or parenting women with OUD and any co-occurring SUD/MH conditions, and the needs of their families, including babies with neonatal abstinence syndrome (NAS), through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, the following:

1. Support evidence-based or evidence-informed treatment, including MAT, recovery services and supports, and prevention services for pregnant women — or women who could become pregnant — who have OUD and any co-occurring SUD/MH conditions, and other measures to educate and provide support to families affected by Neonatal Abstinence Syndrome.

2. Expand comprehensive evidence-based treatment and recovery services, including MAT, for uninsured women with OUD and any co-occurring SUD/MH conditions for up to 12 months postpartum.
3. Training for obstetricians or other healthcare personnel that work with pregnant women and their families regarding treatment of OUD and any co-occurring SUD/MH conditions.
4. Expand comprehensive evidence-based treatment and recovery support for NAS babies; expand services for better continuum of care with infant-need dyad; expand long-term treatment and services for medical monitoring of NAS babies and their families.
5. Provide training to health care providers who work with pregnant or parenting women on best practices for compliance with federal requirements that children born with Neonatal Abstinence Syndrome get referred to appropriate services and receive a plan of safe care.
6. Child and family supports for parenting women with OUD and any co-occurring SUD/MH conditions.
7. Enhanced family supports and childcare services for parents with OUD and any co-occurring SUD/MH conditions.
8. Provide enhanced support for children and family members suffering trauma as a result of addiction in the family; and offer trauma-informed behavioral health treatment for adverse childhood events.
9. Offer home-based wrap-around services to persons with OUD and any co-occurring SUD/MH conditions, including but not limited to parent skills training.
10. Support for Children's Services — Fund additional positions and services, including supportive housing and other residential services, relating to children being removed from the home and/or placed in foster care due to custodial opioid use.

PART TWO: PREVENTION

F. PREVENT OVER-PRESCRIBING AND ENSURE APPROPRIATE PRESCRIBING AND DISPENSING OF OPIOIDS

Support efforts to prevent over-prescribing and ensure appropriate prescribing and dispensing of opioids through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, the following:

1. Fund medical provider education and outreach regarding best prescribing practices for opioids consistent with the Guidelines for Prescribing Opioids for Chronic Pain

from the U.S. Centers for Disease Control and Prevention, or other recognized Best Practice guidelines, including providers at hospitals (academic detailing).

2. Training for health care providers regarding safe and responsible opioid prescribing, dosing, and tapering patients off opioids.
3. Continuing Medical Education (CME) on appropriate prescribing of opioids.
4. Support for non-opioid pain treatment alternatives, including training providers to offer or refer to multi-modal, evidence-informed treatment of pain.
5. Support enhancements or improvements to Prescription Drug Monitoring Programs (PDMPs), including but not limited to improvements that:
 - a. Increase the number of prescribers using PDMPs;
 - b. Improve point-of-care decision-making by increasing the quantity, quality, or format of data available to prescribers using PDMPs, by improving the interface that prescribers use to access PDMP data, or both; or
 - c. Enable states to use PDMP data in support of surveillance or intervention strategies, including MAT referrals and follow-up for individual identified within PDMP data as likely to experience OUD in a manner that complies with all relevant privacy and security laws and rules.
6. Ensuring PDMPs incorporate available overdose/naloxone deployment data, including the United States Department of Transportation's Emergency Medical Technician overdose database in a manner that complies with all relevant privacy and security laws and rules.
7. Increase electronic prescribing to prevent diversion or forgery.
8. Educate Dispensers on appropriate opioid dispensing.

G. PREVENT MISUSE OF OPIOIDS

Support efforts to discourage or prevent misuse of opioids through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, the following:

1. Fund media campaigns to prevent opioid misuse.
2. Corrective advertising or affirmative public education campaigns based on evidence.
3. Public education relating to drug disposal.

4. Drug take-back disposal or destruction programs.
5. Fund community anti-drug coalitions that engage in drug prevention efforts.
6. Support community coalitions in implementing evidence-informed prevention, such as reduced social access and physical access, stigma reduction — including staffing, educational campaigns, support for people in treatment or recovery, or training of coalitions in evidence-informed implementation, including the Strategic Prevention Framework developed by the U.S. Substance Abuse and Mental Health Services Administration (SAMHSA).
7. Engage and support non-profits and faith-based communities as systems to support prevention.
8. Fund evidence-based prevention programs in schools or evidence-informed school and community education programs and campaigns for students, families, school employees, school athletic programs, parent-teacher and student associations, and others.
9. School-based or youth-focused programs or strategies that have demonstrated effectiveness in preventing drug misuse and seem likely to be effective in preventing the uptake and use of opioids.
10. Create or support community-based education or intervention services for families, youth, and adolescents at risk for OUD and any co-occurring SUD/MH conditions.
11. Support evidence-informed programs or curricula to address mental health needs of young people who may be at risk of misusing opioids or other drugs, including emotional modulation and resilience skills.
12. Support greater access to mental health services and supports for young people, including services and supports provided by school nurses, behavioral health workers or other school staff, to address mental health needs in young people that (when not properly addressed) increase the risk of opioid or another drug misuse.

H. PREVENT OVERDOSE DEATHS AND OTHER OPIOID-RELATED INJURIES

Support efforts to prevent or reduce overdose deaths or other opioid-related injuries through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, the following:

1. Increase availability and distribution of naloxone and other drugs that treat overdoses for first responders, overdose patients, individuals with OUD and their friends and family members, schools, and community outreach workers, persons being released from jail or prison, or other members of the general public.

2. Public health entities providing free naloxone to anyone in the community.
3. Training and education regarding naloxone and other drugs that treat overdoses for first responders, overdose patients, patients taking opioids, families, schools, community support groups, and other members of the general public.
4. Enable school nurses and other school staff to respond to opioid overdoses, and provide them with naloxone, training, and support.
5. Expand, improve, or develop data tracking software and applications for overdoses/naloxone revivals.
6. Public education relating to emergency responses to overdoses.
7. Public education relating to immunity and Good Samaritan laws.
8. Educate first responders regarding the existence and operation of immunity and Good Samaritan laws.
9. Expand access to testing and treatment for infectious diseases such as HIV and Hepatitis C resulting from intravenous opioid use.
10. Support mobile units that offer or provide referrals to treatment, recovery supports, health care, or other appropriate services to persons that use opioids or persons with OUD and any co-occurring SUD/MH conditions.
11. Support screening for fentanyl in routine clinical toxicology testing.

PART THREE: OTHER STRATEGIES

I. FIRST RESPONDERS

In addition to items in section C, D and H relating to first responders, support the following:

1. Educate law enforcement or other first responders regarding appropriate practices and precautions when dealing with fentanyl or other drugs.
2. Provision of wellness and support services for first responders and others who experience secondary trauma associated with opioid-related emergency events.

J. LEADERSHIP, PLANNING AND COORDINATION

Support efforts to provide leadership, planning, coordination, facilitations, training and technical assistance to abate the opioid epidemic through activities, programs, or strategies that may include, but are not limited to, the following:

1. Statewide, regional, local or community regional planning to identify root causes of addiction and overdose, goals for reducing negative outcomes related to the opioid epidemic, and areas and populations with the greatest needs for treatment intervention services, and to support training and technical assistance and other strategies to abate the opioid epidemic described in this opioid abatement strategy list.
2. A dashboard to (a) share reports, recommendations, or plans to spend opioid settlement funds; (b) to show how opioid settlement funds have been spent; (c) to report program or strategy outcomes; or (d) to track, share or visualize key opioid- or health-related indicators and supports as identified through collaborative statewide, regional, local or community processes.
3. Invest in infrastructure or staffing at government, law enforcement, or not-for-profit agencies to support collaborative, cross-system coordination with the purpose of reducing the oversupply of opioids, preventing overprescribing, opioid misuse, or opioid overdoses, treating those with OUD and any co-occurring SUD/MH conditions, supporting them in treatment or recovery, connecting them to care, or implementing other strategies to abate the opioid epidemic described in this opioid abatement strategy list.
4. Provide resources to staff government oversight and management of opioid abatement programs.

K. TRAINING

In addition to the training referred to throughout this document, support training to abate the opioid epidemic through activities, programs, or strategies that may include, but are not limited to, the following:

1. Provide funding for staff training or networking programs and services to improve the capability of government, law enforcement, community, and not-for-profit entities to abate the opioid crisis.
2. Support infrastructure and staffing for collaborative cross-system coordination to prevent opioid misuse, prevent overdoses, and treat those with OUD and any co-occurring SUD/MH conditions, or implement other strategies to abate the opioid epidemic described in this opioid abatement strategy list (e.g., health care, primary care, pharmacies, PDMPs, etc.).

L. RESEARCH

Support opioid abatement research that may include, but is not limited to, the following:

1. Monitoring, surveillance, data collection and evaluation of programs and strategies described in this opioid abatement strategy list.
2. Research non-opioid treatment of chronic pain.
3. Research on improved service delivery for modalities such as SBIRT that demonstrate promising but mixed results in populations vulnerable to opioid use disorders.
4. Research on novel prevention efforts such as the provision of fentanyl test strips.
5. Research on innovative supply-side enforcement efforts such as improved detection of mail-based delivery of synthetic opioids.
6. Expanded research on swift/certain/fair models to reduce and deter opioid misuse within criminal justice populations that build upon promising approaches used to address other substances (e.g. Hawaii HOPE and Dakota 24/7).
7. Epidemiological surveillance of OUD-related behaviors in critical populations including individuals entering the criminal justice system, including but not limited to approaches modeled on the Arrestee Drug Abuse Monitoring (ADAM) system.
8. Qualitative and quantitative research regarding public health risks within illicit drug markets, including surveys of market participants who sell or distribute illicit opioids.
9. Geospatial analysis of access barriers to MAT and their association with treatment engagement and treatment outcomes.

M. LAW ENFORCEMENT

1. Ensure appropriate resources for law enforcement to engage in enforcement and possess adequate equipment, tools, and manpower to address complexity of the opioid problem.

EXHIBIT B.

OPIOID REGIONAL MAP

Region 1

Brooke, Hancock, Ohio
Marshall and Wetzel Counties

Region 3

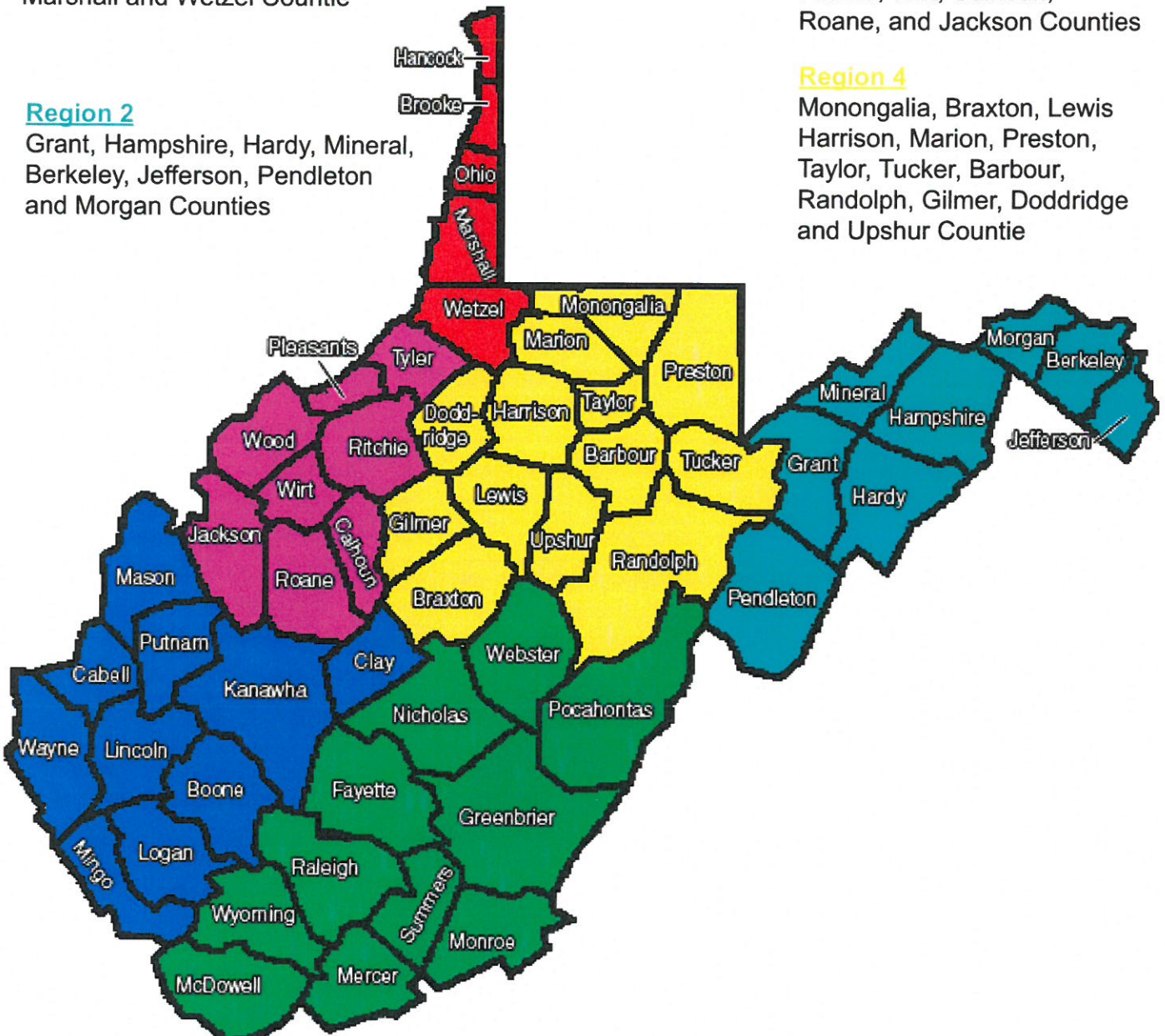
Wood, Tyler, Pleasants,
Ritchie, Wirt, Calhoun,
Roane, and Jackson Counties

Region 2

Grant, Hampshire, Hardy, Mineral,
Berkeley, Jefferson, Pendleton
and Morgan Counties

Region 4

Monongalia, Braxton, Lewis
Harrison, Marion, Preston,
Taylor, Tucker, Barbour,
Randolph, Gilmer, Doddridge
and Upshur Counties



Region 5

Cabell, Clay, Boone, Kanawha,
Lincoln, Logan, Putnam, Mason,
Mingo, and Wayne Counties

Region 6

Fayette, Monroe, Raleigh, Summers,
Nicholas, Webster, Greenbrier,
Pocahontas, Mercer, Wyoming, and
McDowell Counties

Exhibit C (Allocations to Subdivisions)**Allocation to West Virginia Counties and Municipalities (Including CT2)**

The allocation is based on the following assumptions:

Allocation Amount (\$) \$100,000,000

Set Aside (%) 0.0%

<u>Government Name</u>	<u>County</u>	<u>WV Share (%)</u>	<u>WV Share (\$)</u>
ADDISON TOWN	WEBSTER	0.0174%	\$17,379
ALBRIGHT TOWN	PRESTON	0.0001%	\$101
ALDERSON TOWN	GREENBRIER/MONROE	0.0034%	\$3,405
ANAWALT TOWN	MCDOWELL	0.0007%	\$749
ANMOORE TOWN	HARRISON	0.0076%	\$7,555
ANSTED TOWN	FAYETTE	0.0022%	\$2,230
ATHENS TOWN	MERCER	0.0003%	\$310
AUBURN TOWN	RITCHIE	0.0001%	\$68
BANCROFT TOWN	PUTNAM	0.0001%	\$146
BARBOUR COUNTY	BARBOUR	0.3541%	\$354,055
BARBOURSVILLE VILLAGE	CABELL	0.3969%	\$396,891
BARRACKVILLE TOWN	MARION	0.0015%	\$1,472
BATH (BERKELEY SPRINGS) TOWN	MORGAN	0.0062%	\$6,200
BAYARD TOWN	GRANT	0.0000%	\$18
BECKLEY CITY	RALEIGH	3.3824%	\$3,382,359
BEECH BOTTOM VILLAGE	BROOKE	0.0003%	\$254
BELINGTON TOWN	BARBOUR	0.0322%	\$32,233
BELLE TOWN	KANAWHA	0.0373%	\$37,286
BELMONT CITY	PLEASANTS	0.0002%	\$181
BENWOOD CITY	MARSHALL	0.0070%	\$6,968
BERKELEY COUNTY	BERKELEY	3.2534%	\$3,253,422
BETHANY TOWN	BROOKE	0.0005%	\$451
BETHLEHEM VILLAGE	OHIO	0.0018%	\$1,819
BEVERLY TOWN	RANDOLPH	0.0008%	\$753
BLACKSVILLE TOWN	MONONGALIA	0.0002%	\$231
BLUEFIELD CITY	MERCER	0.1629%	\$162,860
BOLIVAR TOWN	JEFFERSON	0.0053%	\$5,333
BOONE COUNTY	BOONE	2.8817%	\$2,881,686
BRADSHAW TOWN	MCDOWELL	0.0011%	\$1,097
BRAMWELL TOWN	MERCER	0.0003%	\$253
BRANDONVILLE TOWN	PRESTON	0.0001%	\$60
BRAXTON COUNTY	BRAXTON	0.4761%	\$476,057
BRIDGEPORT CITY	HARRISON	0.0694%	\$69,401
BROOKE COUNTY	BROOKE	0.9916%	\$991,640
BRUCETON MILLS TOWN	PRESTON	0.0002%	\$152
BUCKHANNON CITY	UPSHUR	0.1513%	\$151,285
BUFFALO TOWN	PUTNAM	0.0008%	\$783
BURNSVILLE TOWN	BRAXTON	0.0026%	\$2,612

Exhibit C (Allocations to Subdivisions)

<u>Government Name</u>	<u>County</u>	<u>WV Share (%)</u>	<u>WV Share (\$)</u>
CABELL COUNTY	CABELL	3.2406%	\$3,240,601
CAIRO TOWN	RITCHIE	0.0002%	\$199
CALHOUN COUNTY	CALHOUN	0.1604%	\$160,387
CAMDEN-ON-GAULEY TOWN	WEBSTER	0.0002%	\$241
CAMERON CITY	MARSHALL	0.0019%	\$1,924
CAPON BRIDGE TOWN	HAMPSHIRE	0.0022%	\$2,176
CARPENDALE TOWN	MINERAL	0.0002%	\$223
CEDAR GROVE TOWN	KANAWHA	0.0007%	\$701
CEREDO CITY	WAYNE	0.1523%	\$152,349
CHAPMANVILLE TOWN	LOGAN	0.1445%	\$144,534
CHARLES TOWN CITY	JEFFERSON	0.2655%	\$265,479
CHARLESTON CITY	KANAWHA	6.1020%	\$6,102,007
CHESAPEAKE TOWN	KANAWHA	0.0163%	\$16,337
CHESTER CITY	HANCOCK	0.0070%	\$6,980
CLARKSBURG CITY	HARRISON	1.0317%	\$1,031,720
CLAY COUNTY	CLAY	0.3062%	\$306,197
CLAY TOWN	CLAY	0.0000%	\$46
CLEARVIEW VILLAGE	OHIO	0.0001%	\$118
CLENDENIN TOWN	KANAWHA	0.0233%	\$23,320
COWEN TOWN	WEBSTER	0.0011%	\$1,067
DANVILLE TOWN	BOONE	0.0011%	\$1,065
DAVIS TOWN	TUCKER	0.0002%	\$181
DAVY TOWN	MCDOWELL	0.0005%	\$503
DELBARTON TOWN	MINGO	0.0469%	\$46,897
DODDRIDGE COUNTY	DODDRIDGE	0.2099%	\$209,899
DUNBAR CITY	KANAWHA	0.2648%	\$264,823
DURBIN TOWN	POCAHONTAS	0.0001%	\$126
EAST BANK TOWN	KANAWHA	0.0008%	\$751
ELEANOR TOWN	PUTNAM	0.0131%	\$13,063
ELIZABETH TOWN	WIRT	0.0043%	\$4,347
ELK GARDEN TOWN	MINERAL	0.0006%	\$631
ELKINS CITY	RANDOLPH	0.0293%	\$29,250
ELLENBORO TOWN	RITCHIE	0.0003%	\$257
FAIRMONT CITY	MARION	0.6220%	\$622,041
FAIRVIEW TOWN	MARION	0.0007%	\$679
FALLING SPRING TOWN	GREENBRIER	0.0000%	\$19
FARMINGTON TOWN	MARION	0.0002%	\$192
FAYETTE COUNTY	FAYETTE	1.4898%	\$1,489,808
FAYETTEVILLE TOWN	FAYETTE	0.1659%	\$165,900
FLATWOODS TOWN	BRAXTON	0.0006%	\$605
FLEMINGTON TOWN	TAYLOR	0.0000%	\$45
FOLLANSBEE CITY	BROOKE	0.0112%	\$11,241
FORT GAY TOWN	WAYNE	0.0294%	\$29,387
FRANKLIN TOWN	PENDLETON	0.0013%	\$1,292

Exhibit C (Allocations to Subdivisions)

<u>Government Name</u>	<u>County</u>	<u>WV Share (%)</u>	<u>WV Share (\$)</u>
FRIENDLY TOWN	TYLER	0.0000%	\$40
GARY CITY	MCDOWELL	0.0011%	\$1,131
GASSAWAY TOWN	BRAXTON	0.0022%	\$2,176
GAULEY BRIDGE TOWN	FAYETTE	0.0482%	\$48,165
GILBERT TOWN	MINGO	0.0661%	\$66,125
GILMER COUNTY	GILMER	0.1742%	\$174,182
GLASGOW TOWN	KANAWHA	0.0015%	\$1,503
GLEN DALE CITY	MARSHALL	0.0045%	\$4,544
GLENVILLE TOWN	GILMER	0.0153%	\$15,301
GRAFTON CITY	TAYLOR	0.4212%	\$421,189
GRANT COUNTY	GRANT	0.3081%	\$308,098
GRANT TOWN TOWN	MARION	0.0099%	\$9,887
GRANTSVILLE TOWN	CALHOUN	0.0011%	\$1,083
GRANVILLE TOWN	MONONGALIA	0.1497%	\$149,729
GREENBRIER COUNTY	GREENBRIER	1.3059%	\$1,305,924
HAMBLETON TOWN	TUCKER	0.0001%	\$62
HAMLIN TOWN	LINCOLN	0.0638%	\$63,814
HAMPSHIRE COUNTY	HAMPSHIRE	0.0793%	\$79,254
HANCOCK COUNTY	HANCOCK	1.4621%	\$1,462,111
HANDLEY TOWN	KANAWHA	0.0006%	\$614
HARDY COUNTY	HARDY	0.2555%	\$255,520
HARMAN TOWN	RANDOLPH	0.0002%	\$157
HARPERS FERRY TOWN	JEFFERSON	0.0086%	\$8,633
HARRISON COUNTY	HARRISON	1.2029%	\$1,202,903
HARRISVILLE TOWN	RITCHIE	0.0041%	\$4,107
HARTFORD CITY TOWN	MASON	0.0001%	\$126
HEDGESVILLE TOWN	BERKELEY	0.0001%	\$53
HENDERSON TOWN	MASON	0.0002%	\$225
HENDRICKS TOWN	TUCKER	0.0001%	\$73
HILLSBORO TOWN	POCAHONTAS	0.0001%	\$108
HINTON CITY	SUMMERS	0.3727%	\$372,710
HUNDRED TOWN	WETZEL	0.0001%	\$74
HUNTINGTON CITY	CABELL/WAYNE	5.9777%	\$5,977,674
HURRICANE CITY	PUTNAM	0.1943%	\$194,301
HUTTONSVILLE TOWN	RANDOLPH	0.0000%	\$33
IAEGER TOWN	MCDOWELL	0.0005%	\$521
JACKSON COUNTY	JACKSON	0.7552%	\$755,165
JANE LEW TOWN	LEWIS	0.0009%	\$888
JEFFERSON COUNTY	JEFFERSON	1.5882%	\$1,588,236
JUNIOR TOWN	BARBOUR	0.0032%	\$3,240
KANAWHA COUNTY	KANAWHA	3.2694%	\$3,269,450
KENOVA CITY	WAYNE	0.1874%	\$187,360
KERMIT TOWN	MINGO	0.0267%	\$26,731
KEYSER CITY	MINERAL	0.0072%	\$7,160

Exhibit C (Allocations to Subdivisions)

<u>Government Name</u>	<u>County</u>	<u>WV Share (%)</u>	<u>WV Share (\$)</u>
KEYSTONE CITY	MCDOWELL	0.0016%	\$1,634
KIMBALL TOWN	MCDOWELL	0.0019%	\$1,868
KINGWOOD CITY	PRESTON	0.0042%	\$4,214
LEON TOWN	MASON	0.0000%	\$14
LESTER TOWN	RALEIGH	0.0281%	\$28,123
LEWIS COUNTY	LEWIS	0.3679%	\$367,927
LEWISBURG CITY	GREENBRIER	0.3556%	\$355,557
LINCOLN COUNTY	LINCOLN	1.2544%	\$1,254,390
LOGAN CITY	LOGAN	0.4020%	\$402,040
LOGAN COUNTY	LOGAN	3.3874%	\$3,387,393
LOST CREEK TOWN	HARRISON	0.0000%	\$47
LUMBERPORT TOWN	HARRISON	0.0025%	\$2,461
MABSCOTT TOWN	RALEIGH	0.0465%	\$46,511
MADISON CITY	BOONE	0.0525%	\$52,506
MAN TOWN	LOGAN	0.0023%	\$2,284
MANNINGTON CITY	MARION	0.0028%	\$2,751
MARION COUNTY	MARION	0.9568%	\$956,767
MARLINTON TOWN	POCAHONTAS	0.0008%	\$807
MARMET CITY	KANAWHA	0.0055%	\$5,547
MARSHALL COUNTY	MARSHALL	0.7851%	\$785,093
MARTINSBURG CITY	BERKELEY	3.2084%	\$3,208,443
MASON COUNTY	MASON	1.2251%	\$1,225,119
MASON TOWN	MASON	0.0026%	\$2,555
MASONTOWN TOWN	PRESTON	0.0007%	\$726
MATEWAN TOWN	MINGO	0.0652%	\$65,187
MATOAKA TOWN	MERCER	0.0002%	\$161
MCDOWELL COUNTY	MCDOWELL	2.9082%	\$2,908,193
MCMECHEN CITY	MARSHALL	0.0072%	\$7,196
MEADOW BRIDGE TOWN	FAYETTE	0.0004%	\$450
MERCER COUNTY	MERCER	0.3393%	\$339,299
MIDDLEBOURNE TOWN	TYLER	0.0002%	\$246
MILL CREEK TOWN	RANDOLPH	0.0000%	\$33
MILTON TOWN	CABELL	0.1348%	\$134,782
MINERAL COUNTY	MINERAL	0.7740%	\$773,954
MINGO COUNTY	MINGO	2.6736%	\$2,673,611
MITCHELL HEIGHTS TOWN	LOGAN	0.0010%	\$954
MONONGAH TOWN	MARION	0.0026%	\$2,581
MONONGALIA COUNTY	MONONGALIA	1.3605%	\$1,360,495
MONROE COUNTY	MONROE	0.5234%	\$523,392
MONTGOMERY CITY	FAYETTE/KANAWHA	0.0912%	\$91,169
MONTROSE TOWN	RANDOLPH	0.0001%	\$100
MOOREFIELD TOWN	HARDY	0.0084%	\$8,389
MORGAN COUNTY	MORGAN	0.6441%	\$644,093
MORGANTOWN CITY	MONONGALIA	0.1213%	\$121,309

Exhibit C (Allocations to Subdivisions)

<u>Government Name</u>	<u>County</u>	<u>WV Share (%)</u>	<u>WV Share (\$)</u>
MOUNDSVILLE CITY	MARSHALL	0.2882%	\$288,233
MOUNT HOPE CITY	FAYETTE	0.0834%	\$83,362
MULLENS CITY	WYOMING	0.3336%	\$333,579
NEW CUMBERLAND CITY	HANCOCK	0.0031%	\$3,064
NEW HAVEN TOWN	MASON	0.0052%	\$5,222
NEW MARTINSVILLE CITY	WETZEL	0.0018%	\$1,758
NEWBURG TOWN	PRESTON	0.0011%	\$1,069
NICHOLAS COUNTY	NICHOLAS	0.1920%	\$192,035
NITRO CITY	KANAWHA/PUTNAM	0.2460%	\$245,972
NORTH HILLS TOWN	WOOD	0.0015%	\$1,480
NORTHFORK TOWN	MCDOWELL	0.0005%	\$503
NUTTER FORT TOWN	HARRISON	0.0930%	\$93,013
OAK HILL CITY	FAYETTE	0.3625%	\$362,469
OAKVALE TOWN	MERCER	0.0001%	\$71
OCEANA TOWN	WYOMING	0.2967%	\$296,721
OHIO COUNTY	OHIO	0.5079%	\$507,942
PADEN CITY CITY	WETZEL/TYLER	0.0067%	\$6,670
PARKERSBURG CITY	WOOD	1.5547%	\$1,554,676
PARSONS CITY	TUCKER	0.0005%	\$470
PAW PAW TOWN	MORGAN	0.0017%	\$1,705
PAX TOWN	FAYETTE	0.0076%	\$7,580
PENDLETON COUNTY	PENDLETON	0.1624%	\$162,358
PENNSBORO CITY	RITCHIE	0.0003%	\$349
PETERSBURG CITY	GRANT	0.0011%	\$1,051
PETERSTOWN TOWN	MONROE	0.0013%	\$1,284
PHILIPPI CITY	BARBOUR	0.0834%	\$83,397
PIEDMONT TOWN	MINERAL	0.0006%	\$606
PINE GROVE TOWN	WETZEL	0.0002%	\$174
PINEVILLE TOWN	WYOMING	0.1165%	\$116,539
PLEASANT VALLEY CITY	MARION	0.0010%	\$985
PLEASANTS COUNTY	PLEASANTS	0.1276%	\$127,624
POCA TOWN	PUTNAM	0.0002%	\$241
POCAHONTAS COUNTY	POCAHONTAS	0.3412%	\$341,225
POINT PLEASANT CITY	MASON	0.1276%	\$127,623
PRATT TOWN	KANAWHA	0.0013%	\$1,252
PRESTON COUNTY	PRESTON	0.7999%	\$799,872
PRINCETON CITY	MERCER	4.1839%	\$4,183,851
PULLMAN TOWN	RITCHIE	0.0001%	\$106
PUTNAM COUNTY	PUTNAM	1.6105%	\$1,610,469
QUINWOOD TOWN	GREENBRIER	0.0165%	\$16,500
RAINELLE TOWN	GREENBRIER	0.0241%	\$24,147
RALEIGH COUNTY	RALEIGH	5.0240%	\$5,023,962
RANDOLPH COUNTY	RANDOLPH	0.6622%	\$662,156
RANSON CORPORATION	JEFFERSON	0.0214%	\$21,376

Exhibit C (Allocations to Subdivisions)

<u>Government Name</u>	<u>County</u>	<u>WV Share (%)</u>	<u>WV Share (\$)</u>
RAVENSWOOD CITY	JACKSON	0.0870%	\$87,043
REEDSVILLE TOWN	PRESTON	0.0006%	\$605
REEDY TOWN	ROANE	0.0000%	\$39
RHODELL TOWN	RALEIGH	0.0013%	\$1,268
RICHWOOD CITY	NICHOLAS	0.0093%	\$9,309
RIDGELEY TOWN	MINERAL	0.0024%	\$2,436
RIPLEY CITY	JACKSON	0.0836%	\$83,634
RITCHIE COUNTY	RITCHIE	0.1832%	\$183,212
RIVESVILLE TOWN	MARION	0.0009%	\$928
ROANE COUNTY	ROANE	0.5132%	\$513,218
ROMNEY CITY	HAMPSHIRE	0.0557%	\$55,709
RONCEVERTE CITY	GREENBRIER	0.0871%	\$87,129
ROWLESBURG TOWN	PRESTON	0.0022%	\$2,218
RUPERT TOWN	GREENBRIER	0.0066%	\$6,640
SALEM CITY	HARRISON	0.0038%	\$3,809
SAND FORK TOWN	GILMER	0.0002%	\$247
SHEPHERDSTOWN TOWN	JEFFERSON	0.0080%	\$8,050
SHINNSTON CITY	HARRISON	0.0968%	\$96,806
SISTERSVILLE CITY	TYLER	0.1893%	\$189,291
SMITHERS CITY	FAYETTE/KANAWHA	0.0348%	\$34,753
SMITHFIELD TOWN	WETZEL	0.0001%	\$65
SOPHIA TOWN	RALEIGH	0.0371%	\$37,137
SOUTH CHARLESTON CITY	KANAWHA	0.8851%	\$885,116
SPENCER CITY	ROANE	0.0586%	\$58,624
ST. ALBANS CITY	KANAWHA	0.4397%	\$439,660
ST. MARYS CITY	PLEASANTS	0.0565%	\$56,545
STAR CITY TOWN	MONONGALIA	0.0376%	\$37,557
STONEWOOD CITY	HARRISON	0.0434%	\$43,373
SUMMERS COUNTY	SUMMERS	0.3231%	\$323,101
SUMMERSVILLE CITY	NICHOLAS	1.5393%	\$1,539,324
SUTTON TOWN	BRAXTON	0.0191%	\$19,083
SYLVESTER TOWN	BOONE	0.0003%	\$292
TAYLOR COUNTY	TAYLOR	0.0391%	\$39,111
TERRA ALTA TOWN	PRESTON	0.0014%	\$1,391
THOMAS CITY	TUCKER	0.0002%	\$155
THURMOND TOWN	FAYETTE	0.0000%	\$22
TRIADELPHIA TOWN	OHIO	0.0003%	\$283
TUCKER COUNTY	TUCKER	0.1140%	\$113,959
TUNNELTON TOWN	PRESTON	0.0005%	\$520
TYLER COUNTY	TYLER	0.0185%	\$18,515
UNION TOWN	MONROE	0.0006%	\$586
UPSHUR COUNTY	UPSHUR	0.4637%	\$463,711
VALLEY GROVE VILLAGE	OHIO	0.0001%	\$113
VIENNA CITY	WOOD	0.2577%	\$257,670

Exhibit C (Allocations to Subdivisions)

<u>Government Name</u>	<u>County</u>	<u>WV Share (%)</u>	<u>WV Share (\$)</u>
WAR CITY	MCDOWELL	0.0018%	\$1,850
WARDENSVILLE TOWN	HARDY	0.0012%	\$1,172
WAYNE COUNTY	WAYNE	2.1411%	\$2,141,097
WAYNE TOWN	WAYNE	0.0323%	\$32,275
WEBSTER COUNTY	WEBSTER	0.3418%	\$341,786
WEIRTON CITY	HANCOCK/BROOKE	1.2462%	\$1,246,242
WELCH CITY	MCDOWELL	0.1085%	\$108,467
WELLSBURG CITY	BROOKE	0.0063%	\$6,290
WEST HAMLIN TOWN	LINCOLN	0.0345%	\$34,469
WEST LIBERTY TOWN	OHIO	0.0023%	\$2,258
WEST LOGAN TOWN	LOGAN	0.0147%	\$14,704
WEST MILFORD TOWN	HARRISON	0.0014%	\$1,379
WEST UNION TOWN	DODDRIDGE	0.0006%	\$646
WESTON CITY	LEWIS	0.0088%	\$8,757
WESTOVER CITY	MONONGALIA	0.0086%	\$8,557
WETZEL COUNTY	WETZEL	0.4438%	\$443,832
WHEELING CITY	OHIO/MARSHALL	0.9706%	\$970,592
WHITE HALL TOWN	MARION	0.0025%	\$2,525
WHITE SULPHUR SPRINGS CITY	GREENBRIER	0.1439%	\$143,873
WHITESVILLE TOWN	BOONE	0.0134%	\$13,401
WILLIAMSON CITY	MINGO	0.3555%	\$355,481
WILLIAMSTOWN CITY	WOOD	0.0515%	\$51,463
WINDSOR HEIGHTS VILLAGE	BROOKE	0.0001%	\$71
WINFIELD TOWN	PUTNAM	0.0279%	\$27,902
WIRT COUNTY	WIRT	0.0976%	\$97,601
WOMELSDORF (COALTON) TOWN	RANDOLPH	0.0009%	\$869
WOOD COUNTY	WOOD	0.9917%	\$991,668
WORTHINGTON TOWN	MARION	0.0003%	\$271
WYOMING COUNTY	WYOMING	3.6334%	\$3,633,382
Totals		100.0000%	\$100,000,000

Exhibit C (Allocations to Subdivisions)**Allocation to West Virginia Counties and Municipalities (Not Including Cabell County and Huntington)**

The allocation is based on the following assumptions:

Allocation Amount (\$) \$100,000,000

Set Aside (%) 0.0%

<u>Government Name</u>	<u>County</u>	<u>WV Share (%)</u>	<u>WV Share (\$)</u>
ADDISON TOWN	WEBSTER	0.0191%	\$19,144
ALBRIGHT TOWN	PRESTON	0.0001%	\$111
ALDERSON TOWN	GREENBRIER/MONROE	0.0037%	\$3,732
ANAWALT TOWN	MCDOWELL	0.0008%	\$821
ANMOORE TOWN	HARRISON	0.0083%	\$8,280
ANSTED TOWN	FAYETTE	0.0024%	\$2,444
ATHENS TOWN	MERCER	0.0003%	\$339
AUBURN TOWN	RITCHIE	0.0001%	\$75
BANCROFT TOWN	PUTNAM	0.0002%	\$160
BARBOUR COUNTY	BARBOUR	0.3900%	\$390,019
BARBOURSVILLE VILLAGE	CABELL	0.4372%	\$437,205
BARRACKVILLE TOWN	MARION	0.0016%	\$1,613
BATH (BERKELEY SPRINGS) TOWN	MORGAN	0.0068%	\$6,795
BAYARD TOWN	GRANT	0.0000%	\$20
BECKLEY CITY	RALEIGH	3.7259%	\$3,725,928
BEECH BOTTOM VILLAGE	BROOKE	0.0003%	\$278
BELINGTON TOWN	BARBOUR	0.0355%	\$35,507
BELLE TOWN	KANAWHA	0.0411%	\$41,073
BELMONT CITY	PLEASANTS	0.0002%	\$199
BENWOOD CITY	MARSHALL	0.0076%	\$7,637
BERKELEY COUNTY	BERKELEY	3.5839%	\$3,583,894
BETHANY TOWN	BROOKE	0.0005%	\$495
BETHLEHEM VILLAGE	OHIO	0.0020%	\$1,993
BEVERLY TOWN	RANDOLPH	0.0008%	\$825
BLACKSVILLE TOWN	MONONGALIA	0.0003%	\$253
BLUEFIELD CITY	MERCER	0.1794%	\$179,403
BOLIVAR TOWN	JEFFERSON	0.0058%	\$5,846
BOONE COUNTY	BOONE	3.1744%	\$3,174,399
BRADSHAW TOWN	MCDOWELL	0.0012%	\$1,202
BRAMWELL TOWN	MERCER	0.0003%	\$278
BRANDONVILLE TOWN	PRESTON	0.0001%	\$66
BRAXTON COUNTY	BRAXTON	0.5244%	\$524,414
BRIDGEPORT CITY	HARRISON	0.0761%	\$76,065
BROOKE COUNTY	BROOKE	1.0924%	\$1,092,368
BRUCETON MILLS TOWN	PRESTON	0.0002%	\$167
BUCKHANNON CITY	UPSHUR	0.1667%	\$166,653
BUFFALO TOWN	PUTNAM	0.0009%	\$859
BURNSVILLE TOWN	BRAXTON	0.0029%	\$2,862
CABELL COUNTY	CABELL	0.0000%	\$0

Exhibit C (Allocations to Subdivisions)

<u>Government Name</u>	<u>County</u>	<u>WV Share (%)</u>	<u>WV Share (\$)</u>
CAIRO TOWN	RITCHIE	0.0002%	\$218
CALHOUN COUNTY	CALHOUN	0.1767%	\$176,679
CAMDEN-ON-GAULEY TOWN	WEBSTER	0.0003%	\$264
CAMERON CITY	MARSHALL	0.0021%	\$2,109
CAPON BRIDGE TOWN	HAMPSHIRE	0.0024%	\$2,385
CARPENDALE TOWN	MINERAL	0.0002%	\$244
CEDAR GROVE TOWN	KANAWHA	0.0008%	\$769
CEREDO CITY	WAYNE	0.1678%	\$167,825
CHAPMANVILLE TOWN	LOGAN	0.1592%	\$159,215
CHARLES TOWN CITY	JEFFERSON	0.2924%	\$292,446
CHARLESTON CITY	KANAWHA	6.7218%	\$6,721,830
CHESAPEAKE TOWN	KANAWHA	0.0180%	\$17,997
CHESTER CITY	HANCOCK	0.0077%	\$7,651
CLARKSBURG CITY	HARRISON	1.1365%	\$1,136,519
CLAY COUNTY	CLAY	0.3373%	\$337,299
CLAY TOWN	CLAY	0.0001%	\$50
CLEARVIEW VILLAGE	OHIO	0.0001%	\$129
CLENDENIN TOWN	KANAWHA	0.0257%	\$25,689
COWEN TOWN	WEBSTER	0.0012%	\$1,169
DANVILLE TOWN	BOONE	0.0012%	\$1,167
DAVIS TOWN	TUCKER	0.0002%	\$198
DAVY TOWN	MCDOWELL	0.0006%	\$551
DELBARTON TOWN	MINGO	0.0517%	\$51,661
DODDRIDGE COUNTY	DODDRIDGE	0.2312%	\$231,220
DUNBAR CITY	KANAWHA	0.2917%	\$291,723
DURBIN TOWN	POCAHONTAS	0.0001%	\$138
EAST BANK TOWN	KANAWHA	0.0008%	\$823
ELEANOR TOWN	PUTNAM	0.0144%	\$14,390
ELIZABETH TOWN	WIRT	0.0048%	\$4,788
ELK GARDEN TOWN	MINERAL	0.0007%	\$691
ELKINS CITY	RANDOLPH	0.0321%	\$32,059
ELLENBORO TOWN	RITCHIE	0.0003%	\$282
FAIRMONT CITY	MARION	0.6852%	\$685,226
FAIRVIEW TOWN	MARION	0.0007%	\$744
FALLING SPRING TOWN	GREENBRIER	0.0000%	\$21
FARMINGTON TOWN	MARION	0.0002%	\$211
FAYETTE COUNTY	FAYETTE	1.6411%	\$1,641,138
FAYETTEVILLE TOWN	FAYETTE	0.1828%	\$182,752
FLATWOODS TOWN	BRAXTON	0.0007%	\$663
FLEMINGTON TOWN	TAYLOR	0.0000%	\$49
FOLLANSBEE CITY	BROOKE	0.0123%	\$12,320
FORT GAY TOWN	WAYNE	0.0324%	\$32,372
FRANKLIN TOWN	PENDLETON	0.0014%	\$1,416
FRIENDLY TOWN	TYLER	0.0000%	\$44
GARY CITY	MCDOWELL	0.0012%	\$1,240

Exhibit C (Allocations to Subdivisions)

<u>Government Name</u>	<u>County</u>	<u>WV Share (%)</u>	<u>WV Share (\$)</u>
GASSAWAY TOWN	BRAXTON	0.0024%	\$2,385
GAULEY BRIDGE TOWN	FAYETTE	0.0531%	\$53,057
GILBERT TOWN	MINGO	0.0728%	\$72,842
GILMER COUNTY	GILMER	0.1919%	\$191,875
GLASGOW TOWN	KANAWHA	0.0016%	\$1,647
GLEN DALE CITY	MARSHALL	0.0050%	\$4,980
GLENNVILLE TOWN	GILMER	0.0169%	\$16,855
GRAFTON CITY	TAYLOR	0.4640%	\$463,972
GRANT COUNTY	GRANT	0.3394%	\$339,394
GRANT TOWN TOWN	MARION	0.0109%	\$10,891
GRANTSVILLE TOWN	CALHOUN	0.0012%	\$1,187
GRANVILLE TOWN	MONONGALIA	0.1649%	\$164,938
GREENBRIER COUNTY	GREENBRIER	1.4386%	\$1,438,576
HAMBLETON TOWN	TUCKER	0.0001%	\$68
HAMLIN TOWN	LINCOLN	0.0703%	\$70,296
HAMPSHIRE COUNTY	HAMPSHIRE	0.0869%	\$86,864
HANCOCK COUNTY	HANCOCK	1.6106%	\$1,610,627
HANDLEY TOWN	KANAWHA	0.0007%	\$672
HARDY COUNTY	HARDY	0.2815%	\$281,475
HARMAN TOWN	RANDOLPH	0.0002%	\$173
HARPERS FERRY TOWN	JEFFERSON	0.0095%	\$9,462
HARRISON COUNTY	HARRISON	1.3251%	\$1,325,091
HARRISVILLE TOWN	RITCHIE	0.0045%	\$4,524
HARTFORD CITY TOWN	MASON	0.0001%	\$138
HEDGESVILLE TOWN	BERKELEY	0.0001%	\$59
HENDERSON TOWN	MASON	0.0002%	\$246
HENDRICKS TOWN	TUCKER	0.0001%	\$80
HILLSBORO TOWN	POCAHONTAS	0.0001%	\$119
HINTON CITY	SUMMERS	0.4106%	\$410,568
HUNDRED TOWN	WETZEL	0.0001%	\$81
HUNTINGTON CITY	CABELL/WAYNE	0.0000%	\$0
HURRICANE CITY	PUTNAM	0.2140%	\$214,038
HUTTONSVILLE TOWN	RANDOLPH	0.0000%	\$37
IAEGER TOWN	MCDOWELL	0.0006%	\$571
JACKSON COUNTY	JACKSON	0.8319%	\$831,872
JANE LEW TOWN	LEWIS	0.0010%	\$974
JEFFERSON COUNTY	JEFFERSON	1.7496%	\$1,749,563
JUNIOR TOWN	BARBOUR	0.0036%	\$3,570
KANAWHA COUNTY	KANAWHA	3.6016%	\$3,601,550
KENOVA CITY	WAYNE	0.2064%	\$206,391
KERMIT TOWN	MINGO	0.0294%	\$29,447
KEYSER CITY	MINERAL	0.0078%	\$7,848
KEYSTONE CITY	MCDOWELL	0.0018%	\$1,791
KIMBALL TOWN	MCDOWELL	0.0020%	\$2,047
KINGWOOD CITY	PRESTON	0.0046%	\$4,619

Exhibit C (Allocations to Subdivisions)

<u>Government Name</u>	<u>County</u>	<u>WV Share (%)</u>	<u>WV Share (\$)</u>
LEON TOWN	MASON	0.0000%	\$15
LESTER TOWN	RALEIGH	0.0310%	\$30,980
LEWIS COUNTY	LEWIS	0.4053%	\$405,300
LEWISBURG CITY	GREENBRIER	0.3917%	\$391,674
LINCOLN COUNTY	LINCOLN	1.3818%	\$1,381,807
LOGAN CITY	LOGAN	0.4429%	\$442,878
LOGAN COUNTY	LOGAN	3.7315%	\$3,731,474
LOST CREEK TOWN	HARRISON	0.0001%	\$52
LUMBERPORT TOWN	HARRISON	0.0027%	\$2,697
MABSCOTT TOWN	RALEIGH	0.0512%	\$51,236
MADISON CITY	BOONE	0.0578%	\$57,840
MAN TOWN	LOGAN	0.0025%	\$2,503
MANNINGTON CITY	MARION	0.0030%	\$3,015
MARION COUNTY	MARION	1.0540%	\$1,053,952
MARLINTON TOWN	POCAHONTAS	0.0009%	\$885
MARMET CITY	KANAWHA	0.0061%	\$6,080
MARSHALL COUNTY	MARSHALL	0.8648%	\$864,840
MARTINSBURG CITY	BERKELEY	3.5343%	\$3,534,346
MASON COUNTY	MASON	1.3496%	\$1,349,562
MASON TOWN	MASON	0.0028%	\$2,800
MASONTOWN TOWN	PRESTON	0.0008%	\$796
MATEWAN TOWN	MINGO	0.0718%	\$71,809
MATOAKA TOWN	MERCER	0.0002%	\$176
MCDOWELL COUNTY	MCDOWELL	3.2036%	\$3,203,598
MCMECHEN CITY	MARSHALL	0.0079%	\$7,887
MEADOW BRIDGE TOWN	FAYETTE	0.0005%	\$493
MERCER COUNTY	MERCER	0.3738%	\$373,763
MIDDLEBOURNE TOWN	TYLER	0.0003%	\$269
MILL CREEK TOWN	RANDOLPH	0.0000%	\$37
MILTON TOWN	CABELL	0.1485%	\$148,472
MINERAL COUNTY	MINERAL	0.8526%	\$852,570
MINGO COUNTY	MINGO	2.9452%	\$2,945,188
MITCHELL HEIGHTS TOWN	LOGAN	0.0010%	\$1,046
MONONGAH TOWN	MARION	0.0028%	\$2,829
MONONGALIA COUNTY	MONONGALIA	1.4987%	\$1,498,689
MONROE COUNTY	MONROE	0.5766%	\$576,557
MONTGOMERY CITY	FAYETTE/KANAWHA	0.1004%	\$100,430
MONTROSE TOWN	RANDOLPH	0.0001%	\$110
MOOREFIELD TOWN	HARDY	0.0092%	\$9,194
MORGAN COUNTY	MORGAN	0.7095%	\$709,518
MORGANTOWN CITY	MONONGALIA	0.1330%	\$132,957
MOUNDSVILLE CITY	MARSHALL	0.3175%	\$317,511
MOUNT HOPE CITY	FAYETTE	0.0918%	\$91,829
MULLENS CITY	WYOMING	0.3675%	\$367,463
NEW CUMBERLAND CITY	HANCOCK	0.0034%	\$3,358

Exhibit C (Allocations to Subdivisions)

<u>Government Name</u>	<u>County</u>	<u>WV Share (%)</u>	<u>WV Share (\$)</u>
NEW HAVEN TOWN	MASON	0.0057%	\$5,724
NEW MARTINSVILLE CITY	WETZEL	0.0019%	\$1,927
NEWBURG TOWN	PRESTON	0.0012%	\$1,171
NICHOLAS COUNTY	NICHOLAS	0.2115%	\$211,541
NITRO CITY	KANAWHA/PUTNAM	0.2710%	\$270,957
NORTH HILLS TOWN	WOOD	0.0016%	\$1,622
NORTHFORK TOWN	MCDOWELL	0.0006%	\$551
NUTTER FORT TOWN	HARRISON	0.1025%	\$102,461
OAK HILL CITY	FAYETTE	0.3993%	\$399,288
OAKVALE TOWN	MERCER	0.0001%	\$78
OCEANA TOWN	WYOMING	0.3269%	\$326,861
OHIO COUNTY	OHIO	0.5595%	\$559,538
PADEN CITY CITY	WETZEL/TYLER	0.0073%	\$7,347
PARKERSBURG CITY	WOOD	1.7126%	\$1,712,595
PARSONS CITY	TUCKER	0.0005%	\$515
PAW PAW TOWN	MORGAN	0.0019%	\$1,869
PAX TOWN	FAYETTE	0.0083%	\$8,349
PENDLETON COUNTY	PENDLETON	0.1789%	\$178,850
PENNSBORO CITY	RITCHIE	0.0004%	\$382
PETERSBURG CITY	GRANT	0.0012%	\$1,152
PETERSTOWN TOWN	MONROE	0.0014%	\$1,407
PHILIPPI CITY	BARBOUR	0.0919%	\$91,869
PIEDMONT TOWN	MINERAL	0.0007%	\$664
PINE GROVE TOWN	WETZEL	0.0002%	\$190
PINEVILLE TOWN	WYOMING	0.1284%	\$128,377
PLEASANT VALLEY CITY	MARION	0.0011%	\$1,079
PLEASANTS COUNTY	PLEASANTS	0.1406%	\$140,588
POCA TOWN	PUTNAM	0.0003%	\$264
POCAHONTAS COUNTY	POCAHONTAS	0.3759%	\$375,885
POINT PLEASANT CITY	MASON	0.1406%	\$140,586
PRATT TOWN	KANAWHA	0.0014%	\$1,372
PRESTON COUNTY	PRESTON	0.8811%	\$881,120
PRINCETON CITY	MERCER	4.6088%	\$4,608,833
PULLMAN TOWN	RITCHIE	0.0001%	\$116
PUTNAM COUNTY	PUTNAM	1.7741%	\$1,774,055
QUINWOOD TOWN	GREENBRIER	0.0182%	\$18,176
RAINELLE TOWN	GREENBRIER	0.0266%	\$26,599
RALEIGH COUNTY	RALEIGH	5.5343%	\$5,534,280
RANDOLPH COUNTY	RANDOLPH	0.7294%	\$729,416
RANSON CORPORATION	JEFFERSON	0.0234%	\$23,429
RAVENSWOOD CITY	JACKSON	0.0959%	\$95,885
REEDSVILLE TOWN	PRESTON	0.0007%	\$663
REEDY TOWN	ROANE	0.0000%	\$43
RHODELL TOWN	RALEIGH	0.0014%	\$1,390
RICHWOOD CITY	NICHOLAS	0.0103%	\$10,255

Exhibit C (Allocations to Subdivisions)

<u>Government Name</u>	<u>County</u>	<u>WV Share (%)</u>	<u>WV Share (\$)</u>
RIDGELEY TOWN	MINERAL	0.0027%	\$2,670
RIPLEY CITY	JACKSON	0.0921%	\$92,129
RITCHIE COUNTY	RITCHIE	0.2018%	\$201,822
RIVESVILLE TOWN	MARION	0.0010%	\$1,017
ROANE COUNTY	ROANE	0.5653%	\$565,349
ROMNEY CITY	HAMPSHIRE	0.0614%	\$61,368
RONCEVERTE CITY	GREENBRIER	0.0960%	\$95,979
ROWLESBURG TOWN	PRESTON	0.0024%	\$2,431
RUPERT TOWN	GREENBRIER	0.0073%	\$7,315
SALEM CITY	HARRISON	0.0042%	\$4,174
SAND FORK TOWN	GILMER	0.0003%	\$271
SHEPHERDSTOWN TOWN	JEFFERSON	0.0088%	\$8,823
SHINNSTON CITY	HARRISON	0.1066%	\$106,639
SISTERSVILLE CITY	TYLER	0.2085%	\$208,519
SMITHERS CITY	FAYETTE/KANAWHA	0.0383%	\$38,283
SMITHFIELD TOWN	WETZEL	0.0001%	\$71
SOPHIA TOWN	RALEIGH	0.0409%	\$40,909
SOUTH CHARLESTON CITY	KANAWHA	0.9750%	\$975,024
SPENCER CITY	ROANE	0.0646%	\$64,579
ST. ALBANS CITY	KANAWHA	0.4843%	\$484,319
ST. MARYS CITY	PLEASANTS	0.0623%	\$62,289
STAR CITY TOWN	MONONGALIA	0.0414%	\$41,372
STONEWOOD CITY	HARRISON	0.0478%	\$47,779
SUMMERS COUNTY	SUMMERS	0.3559%	\$355,920
SUMMERSVILLE CITY	NICHOLAS	1.6957%	\$1,695,684
SUTTON TOWN	BRAXTON	0.0210%	\$21,021
SYLVESTER TOWN	BOONE	0.0003%	\$320
TAYLOR COUNTY	TAYLOR	0.0431%	\$43,084
TERRA ALTA TOWN	PRESTON	0.0015%	\$1,525
THOMAS CITY	TUCKER	0.0002%	\$170
THURMOND TOWN	FAYETTE	0.0000%	\$24
TRIADDELPHIA TOWN	OHIO	0.0003%	\$311
TUCKER COUNTY	TUCKER	0.1255%	\$125,534
TUNNELTON TOWN	PRESTON	0.0006%	\$570
TYLER COUNTY	TYLER	0.0204%	\$20,396
UNION TOWN	MONROE	0.0006%	\$642
UPSHUR COUNTY	UPSHUR	0.5108%	\$510,813
VALLEY GROVE VILLAGE	OHIO	0.0001%	\$124
VIENNA CITY	WOOD	0.2838%	\$283,843
WAR CITY	MCDOWELL	0.0020%	\$2,027
WARDENSVILLE TOWN	HARDY	0.0013%	\$1,285
WAYNE COUNTY	WAYNE	2.3586%	\$2,358,582
WAYNE TOWN	WAYNE	0.0356%	\$35,553
WEBSTER COUNTY	WEBSTER	0.3765%	\$376,504
WEIRTON CITY	HANCOCK/BROOKE	1.3728%	\$1,372,831

Exhibit C (Allocations to Subdivisions)

<u>Government Name</u>	<u>County</u>	<u>WV Share (%)</u>	<u>WV Share (\$)</u>
WELCH CITY	MCDOWELL	0.1195%	\$119,484
WELLSBURG CITY	BROOKE	0.0069%	\$6,894
WEST HAMLIN TOWN	LINCOLN	0.0380%	\$37,970
WEST LIBERTY TOWN	OHIO	0.0025%	\$2,475
WEST LOGAN TOWN	LOGAN	0.0162%	\$16,198
WEST MILFORD TOWN	HARRISON	0.0015%	\$1,512
WEST UNION TOWN	DODDRIDGE	0.0007%	\$708
WESTON CITY	LEWIS	0.0096%	\$9,598
WESTOVER CITY	MONONGALIA	0.0094%	\$9,378
WETZEL COUNTY	WETZEL	0.4889%	\$488,915
WHEELING CITY	OHIO/MARSHALL	1.0692%	\$1,069,182
WHITE HALL TOWN	MARION	0.0028%	\$2,767
WHITE SULPHUR SPRINGS CITY	GREENBRIER	0.1585%	\$158,487
WHITESVILLE TOWN	BOONE	0.0148%	\$14,762
WILLIAMSON CITY	MINGO	0.3916%	\$391,590
WILLIAMSTOWN CITY	WOOD	0.0567%	\$56,690
WINDSOR HEIGHTS VILLAGE	BROOKE	0.0001%	\$77
WINFIELD TOWN	PUTNAM	0.0307%	\$30,737
WIRT COUNTY	WIRT	0.1075%	\$107,515
WOMELSDORF (COALTON) TOWN	RANDOLPH	0.0010%	\$953
WOOD COUNTY	WOOD	1.0924%	\$1,092,398
WORTHINGTON TOWN	MARION	0.0003%	\$297
WYOMING COUNTY	WYOMING	4.0024%	\$4,002,450
Totals		100.0000%	\$100,000,000