



CITY OF CHARLESTON West Virginia



Council Member – 12th WARD

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

Finance Committee, Chair
Parking Committee, Chair
Ordinance and Rules Committee

AGENDA
FINANCE COMMITTEE MEETING
Monday, March 3, 2025
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 2-18-2025

II. RESOLUTIONS:

- a. Resolution No. 25-022 – Authorizing the Mayor or City Manager to purchase traffic marking paint for the Traffic, Parking and Transportation Department from Allstates Coating Company.
- b. Resolution No. 25-023 - Authorizing the Mayor or City Manager to renew contracts with the West Virginia Counties Group Self Insurance Risk Pool, Inc., DBA West Virginia Communities Risk Pool for the City's Risk Management and Property, Casualty, and Cyber Insurance coverage and including all Third Party Administrator Services.
- c. Resolution No. 25-024 - Authorizing the Mayor or City Manager to renew its contract with Encova Insurance for workers' compensation insurance coverage.

III. BUDGET:

- a. Presentation of the Mayor's recommended budget for the fiscal year June 30, 2025

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

MINUTES
FINANCE COMMITTEE MEETING
6:30 P.M., FEBRUARY 18, 2025
AV ROOM #308, CITY HALL

Joseph Jenkins Chair, called the meeting of the Charleston City Council Committee on Finance to order at 6:30 p.m., February 18, 2025.

A silent roll was taken by the Clerk and a quorum was established. The following committee members were present:

Joseph Jenkins, Chair
Brent Burton, Vice Chair
Becky Ceperley
Mary Beth Hoover
Larry Moore
Chad Robinson (arrived at 6:37 ; first vote was Res. No. 25-018)

Absent:
Shawn Taylor

Other Councilmembers present:
Emmett Pepper
Chelsea Steelhammer
Joe Solomon
Harper Gardner

I. DISCUSSION:

a. Approval of Previous Minutes - Councilmember Burton asked for unanimous consent to dispense with the reading of the minutes for the February 3, 2025 meeting and that they be approved as distributed. There were no objections, and the minutes were approved.

II. RESOLUTIONS:

- a. Resolution No. 25-009 – Authorizing the City Manager to purchase twenty-seven (27) Getac mobile data terminal computers for the Charleston Police Department from Brooks Network Services through a Sourcewell contract. The total cost of \$67,404.15 will be split between the 2024 BJAG grant for twelve (12) MDTs and \$37,446.75 for the remaining fifteen (15) budgeted in Fiscal Year 2025.

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

That the City Manager is authorized to purchase twenty-seven (27) Getac mobile data terminal computers for the Charleston Police Department from Brooks Network Services through a Sourcewell contract. The total cost of \$67,404.15 will be split between the 2024 BJAG grant for twelve (12) MDTs and \$37,446.75 for the remaining fifteen (15) budgeted in Fiscal Year 2025.

City Manager Ben Mishoe added that the purchase is for 27 mobile data terminals for the Police Department. Twelve will be funded through a Bureau of Justice Assistance Grant. The rest will be funded from the General Fund. The terminals will house the laptops that the Officers use.

Councilmember Burton moved to approve the Resolution. With members present recorded thereon as voting unanimously in the affirmative, Chairperson Jenkins declared Resolution No. 25-009 approved.

- b. Resolution No. 25-016 – Authorizing the Mayor or City Manager to grant temporary and permanent easements from the City to the Charleston Sanitary Board for the Magazine Branch Improvements Project as referenced in the attached documents.

Now, therefore, be it Resolved by the Council of the City of Charleston, West Virginia:

That the Mayor or City Manager is hereby authorized to grant temporary and permanent easements from the City to the Charleston Sanitary Board for the Magazine Branch Improvements Project as referenced in the attached documents.

City Attorney Kevin Baker added that the resolution would authorize the Sanitary Board for temporary and permanent easements on property owned by the City. The area is on the opposite side of Cato Park, and is not used by the City.

Councilmember Burton moved to approve the Resolution. With members present recorded thereon as voting unanimously in the affirmative, Chairperson Jenkins declared Resolution No. 25-016 approved.

c. Resolution No. 25-017 – RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CHARLESTON, WEST VIRGINIA AUTHORIZING THE FILING OF CIVIL ACTIONS FOR THE CONDEMNATION OF PROPERTY FOR SANITARY SEWER EASEMENTS NECESSARY FOR THE SANITARY BOARD OF THE CITY OF CHARLESTON, WEST VIRGINIA TO CONSTRUCT, INSTALL AND COMPLETE PHASE I OF ITS MAGAZINE BRANCH SANITARY SEWER REPLACEMENT AND REHABILITATION PROJECT

WHEREAS, the Sanitary Board of the City of Charleston, West Virginia (the “Sanitary Board”) has presented a Resolution requesting the City Council of the City of Charleston, West Virginia to authorize the City of Charleston (the “City”) to file civil actions in the Circuit Court of Kanawha County for the condemnation of property for sanitary sewer permanent easements, temporary easements, temporary construction access easements, and temporary access easements necessary for the Sanitary Board to construct, install and complete Phase I of its Magazine Branch Sewer Replacement and Rehabilitation Project (the “Project”);

WHEREAS, the City, in accordance with the provisions of Chapter 16, Article 13 of the Code of West Virginia, 1931, owns the sewerage system, both within and without the corporate limits of the City, consisting of a sewage treatment plant or plants and its collecting, intercepting and outlet sewers, lateral sewers, drains, force mains, conduits, pumping stations and ejector stations and all other appurtenances, extensions, improvements and betterments necessary, appropriate, useful, convenient or incidental for the collection, treatment, purification and disposal in a sanitary manner of liquid and solid waste, sewage and industrial waste (the “System”);

WHEREAS, the Sanitary Board, created by Ordinance of the City Council adopted March 17, 1952, is a separate entity from the City;

WHEREAS, by Ordinance of the City Council adopted June 16, 1952, custody, administration, operation and maintenance of the System were placed under the supervision and control of the Sanitary Board;

WHEREAS, due to statutory provisions under which the City owns the System, it is necessary for the City to file civil actions for the condemnation of property for easements necessary for the System;

WHEREAS, the Sanitary Board is pursuing the Project in the areas of the City including, but not limited to, Garrison Avenue (between Edgewood Drive and terminus); Atlantic Street; Amaron Street; Beulah Street; Pacific Street; Crestlin Drive; Earle Street; Spreigel Drive; Melrose Drive; Charmac Drive; Wood Road; Summit Drive; and Edgewood Drive, which is necessary to correct older, failing sewer collection lines and is necessary for the health and welfare of the citizens of the City;

WHEREAS, the Project includes the replacement and/or rehabilitation of approximately 22,000 linear feet of a combination of 8", 10", and 12" sanitary sewer lines, and

numerous permanent easements and temporary construction easements are necessary to undertake and complete the Project;

WHEREAS, the Sanitary Board and its right-of-way agents have diligently sought easement agreements for such necessary easements from the affected property owners and have received and recorded many signed easement agreements;

WHEREAS, due to numerous factors including, but not limited to, out-of-state property owners, properties held in heirships with numerous heirs, some whose location is unknown, and uncooperative or uncommunicative property owners, the Sanitary Board has been unable to obtain by negotiation and agreement all of the necessary sewer easements; and

WHEREAS, the Sanitary Board has no choice but to request the City to authorize the filing of civil actions for the acquisition, pursuant to the City's power of eminent domain, certain property interests in order to obtain the necessary sewer easements for the Project; now, therefore,

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

Section 1. To accomplish construction of the Project in the aforesaid areas of the City necessary for the health and welfare of the citizens of the City, the Sanitary Board must obtain easements across and through certain properties as set forth on Exhibit A to this Resolution.

Section 2. The Sanitary Board requests the Council of the City to authorize the City, on behalf of and by and through the Sanitary Board and its counsel to file civil actions for the acquisition for the Sanitary Board, pursuant to the power of eminent domain, of the property interests set forth on Exhibit A and to take such other and further action as may be reasonably necessary to acquire the property rights for easements necessary to construct, install, operate, maintain, repair, replace, rehabilitate, line and remove sewer lines and appurtenances thereto.

Section 3. The Council of the City hereby authorizes the City, on behalf of and by and through the Sanitary Board and its counsel to file civil actions for the acquisition for the Sanitary Board, pursuant to the power of eminent domain, of the property interests set forth on Exhibit A as needed and to take such other and further action as may be reasonably necessary to acquire the property rights for easements necessary to construct, install, operate, maintain, repair, replace, rehabilitate, line and remove sewer lines and appurtenances thereto.

Baker added that the properties are owned by private individuals. The Sanitary Board tried to contact the owners for easements. The resolution authorizes them to go to court to seek condemnation for the properties they are not able to contact or reach an agreement with. This has been done on many projects in the past.

Councilmember Jenkins agreed that the Sanitary Board does try to get easements before seeking condemnation.

Councilmember Burton moved to approve the Resolution. With members present recorded thereon as voting unanimously in the affirmative, Chairperson Jenkins declared Resolution No. 25-017 approved.

- d. Resolution No. 25-018 – Authorizing approval of Amendment No. 6 of the FY 2024-2025 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. 6 of the FY 2024-2025 General Fund Budget as indicated on the attached list of accounts is approved.

Mishoe added that the amendment will allocate money to the Homeland Security Fund to purchase a new vehicle for the Homeland Security Director. This is related to Resolution No. 25-019. The amount includes the price of the vehicle and any needed upgrades.

Councilmember Burton moved to approve the Resolution. With members present recorded thereon as voting unanimously in the affirmative, Chairperson Jenkins declared Resolution No. 25-018 approved.

- e. Resolution No. 25-019 – Authorizing the Mayor or City Manager to purchase a new Jeep Grand Cherokee 4X4 for Emergency Services from Stephens Auto Center in the amount of \$43,736.00 pursuant to a competitively sourced 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 a new Jeep Grand Cherokee 4X4 for Emergency Services from Stephens Auto Center in the amount of \$43,736.00 pursuant to a competitively sourced state contract.

Councilmember Burton moved to approve the Resolution. With members present recorded thereon as voting unanimously in the affirmative, Chairperson Jenkins declared Resolution No. 25-019 approved.

- f. Resolution No. 25-020 – Authorizing the Mayor or City Manager to purchase a new 2025 Ford F-250 Regular Cab truck for Traffic Engineering from Frankfort Ford in the amount of \$79,023.14 pursuant to a competitively bid process.

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

That the Mayor or City Manager is authorized to purchase a new 2025 Ford F-250 Regular Cab truck for Traffic Engineering from Frankfort Ford in the amount of \$79,023.14 pursuant to a competitively bid process.

Mishoe added that the purchase was put out to bid instead of using a sources state contract as the vehicle needed substantial upgrades.

Councilmember Jenkins confirmed that the purchase was a scheduled replacement.

Councilmember Burton moved to approve the Resolution. With members present recorded thereon as voting unanimously in the affirmative, Chairperson Jenkins declared Resolution No. 25-020 approved.

- g. Resolution No. 25-021 – Authorizing the Mayor or City Manager to enter into a contract with Silling Associates, Inc. in the amount of \$1,598,070.00 for architecture and engineering services including the development of bid-ready construction designs, construction documents, bidding and negotiation support, and construction oversight for renovations and improvements to Public Safety Center and the Charleston Police Department.

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 contract with Silling Associates, Inc. in the amount of \$1,598,070.00 for architecture and engineering services including the development of bid-ready construction designs, construction documents, bidding and negotiation support, and construction oversight for renovations and improvements to Public Safety Center and the Charleston Police Department.

Mishoe added that Silling Architects was obtained previously for the design study for the Safety Center and won the Expression of Interest described in the resolution. A committee interviewed and scored the three companies. This will fully complete the Safety Center.

Councilmember Burton moved to approve the Resolution. With members present recorded thereon as voting unanimously in the affirmative, Chairperson Jenkins declared Resolution No. 25-021 approved.

Councilmember Burton motioned to adjourn the meeting.
Meeting adjourned.

Resolution No. 25-022

Introduced in Council:

March 3, 2025

Introduced by:

Joseph Jenkins

Adopted by Council:

March 3, 2025

Referred to:

Finance

1 Resolution No. 25-022 – Authorizing the Mayor or City Manager to purchase traffic marking
2 paint for Traffic, Parking and Transportation Department from Allstates Coating Company in the
3 amount of \$45,620.30 pursuant to a competitive bid process.

4

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

6

7 That the Mayor or City Manager is authorized to purchase traffic marking paint for Traffic,
8 Parking and Transportation Department from Allstates Coating Company in the amount of
9 \$45,620.30 pursuant to a competitive bid process.

Solicitation Information

Agency:

Number:

Description:

Deadline:

Location(s):



City of Charleston, WV

2025-2 Traffic Marking Paint

The City of Charleston Street Department is seeking bids for the purchase of Traffic Marking Paint.

2025-14-02 10:00AM EST

Kanawha, West Virginia

Bidders

Business Name

Allstates Coatings Company

Ennis-Flint, Inc

Sealmaster

Ingevity Corporation

Sherwin-Williams

Address	Phone
100 N Lee Drive, Gladewater, TX 75647	903-845-6436
4161 Piedmont Pkwy Suite 370, Greensboro, NC 27410	800-331-8118
520 Elizabeth Street, Charleston WV 25311	304-403-4780
4920 OHear Avenue Ste 400 North Charleston, SC 29405	334-245-1138
101 W. Prospect Ave 1500M Cleveland OH, 44115	800-537-2929

	Ennis-Flint, Inc,
Item	Unit Price
BID AND PROPOSAL FORM (2 OF 3)	
YELLOW Traffic Marking Paint, 55 GALLON CONTAINERS	\$715.00
BLUE Traffic Marking Paint, 55 GALLON CONTAINERS	\$770.00
WHITE Traffic Marking Paint, 55 GALLON CONTAINERS	\$701.25
	\$46,846.25
Local Vendor Preference	N/A

Allstates Coatings Company	Sealmaster
Unit Price	Unit Price
\$699.05	\$1,185.60
\$708.40	\$1,248.80
\$680.90	\$1,216.00
\$45,620.30	\$81,594.40
N/A	*\$78,330.62

Ingevity Corportation	Sherwin-Willams
Unit Price	Unit Price
	\$935.00
	\$1,100.00
	\$935.00
	\$61,875.00
Disqualifed - bid received past deadline	N/A

Resolution No. 25-023

Introduced in Council:

March 3, 2025

Adopted by Council:

Introduced by:

Mary Beth Hoover

Referred to:

Finance

Resolution No. 25-023 - Authorizing the Mayor or City Manager, subject to final review by the City Attorney, to renew its contracts with the West Virginia Counties Group Self Insurance Risk Pool, Inc., DBA West Virginia Communities Risk Pool, at a price of \$1,112,637 for the City's Risk Management and Property, Casualty, and Cyber Insurance coverage and including all Third Party Administrator (TPA) Services for those lines of coverage for the period March 31, 2025 through March 31, 2026, in accordance with the costs and coverages in Exhibit A. Underinsured motorists coverage is specifically rejected. Uninsured motorists coverage with statutory minimum limits of \$25,000/\$50,000/\$25,000 is accepted only.

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

That the Mayor or City Manager is authorized, subject to final review by the City Attorney, to renew its contracts with the West Virginia Counties Group Self Insurance Risk Pool, Inc., DBA West Virginia Communities Risk Pool, at a price of \$1,112,637 for the City's Risk Management and Property, Casualty, and Cyber Insurance coverage and including all Third Party Administrator (TPA) Services for those lines of coverage for the period March 31, 2025 through March 31, 2026, in accordance with the costs and coverages in Exhibit A. Underinsured motorists coverage is specifically rejected. Uninsured motorists coverage with statutory minimum limits of \$25,000/\$50,000/\$25,000 is accepted only.



Self Insurance Proposal January 28, 2025

City of Charleston

Package coverages, terms, conditions, and exclusions are only briefly outlined. For complete provisions, please refer to the coverage contract.

For additional information, please contact: Member Services at (844) 986-2705 or info@riskprograms.com

Welcome to WVcorp

The first and only public entity risk pool in West Virginia

WVcorp was established in 2007 at the request of West Virginia counties seeking to break from the status quo of the commercial insurance industry and assert more control over their risk management and coverage needs. Today, we are the largest self-insurance risk pool for public entities in the state. We provide coverage to more counties and county-related agencies than any other provider, and we attribute our extraordinary success to the strength of our members. As a member, you are so much more than a customer. You are a part of WVcorp itself! Our membership is at the heart of everything we do, and this focus has driven us to emerge as a leader in developing coverage solutions. We are a one-stop-shop when it comes to safeguarding your peace of mind - capable of addressing all of your risk management needs.

WVcorp provides the most comprehensive coverages available. Period.

For more than a decade, WVcorp has been a leader in creating innovative solutions to the unique challenges faced by West Virginia's public sector entities. As a pool participant, you can take advantage of WVcorp's vast array of membership benefits.



WVcorp Coverages

- | | | |
|-----------------------|------------------------------|---------------------------|
| • Property | • Business Auto | • Workers' Compensation |
| • Inland Marine | • General Liability | • Cyber Liability |
| • Equipment Breakdown | • Public Officials Liability | • Environmental Liability |
| • Crime | • Law Enforcement Liability | • Excess Limits |

You're choosing the best protection

Our goal has always been to provide the most comprehensive coverage possible for public entities. We believe in being agile and responsive to meet the needs of our membership, and that innovative spirit has driven us to develop coverages that in many cases are not available anywhere else in the marketplace. We cater our coverages specifically

to West Virginia's local governmental entities, and that narrow focus has propelled us to the dominant position in our market. More public entities choose WVcorp over any other provider because they demand the highest level of protection to safeguard their organizations.

Coverage Advantages

Property

- Broad form, all risks
- No pool aggregate
- Guaranteed replacement cost
- Pollution liability coverage for first and third party clean up
- No pool limit on business interruption
- No pool limit on extra expense
- Includes vehicular bridges
- Includes underground property

Cyber Liability

- Comprehensive Cyber Risk program
- No deductible or sublimits
- No pool aggregate with \$1 mil limit or greater
- Includes regulatory liability coverage
- Designated breach coach on cyber incidents
- Public relations and notification guidance
- Proactive scanning of public-facing domains
- Training available

Liability

- General Liability minimum of \$1,000,000 per occurrence limit
- No annual aggregate
- No mandatory deductibles or caps
- No member cost-sharing
- Broad legal defense coverage
- Public Officials Liability includes EEOC and HRC claims
- Back and front pay included

Workers' Compensation

- Medical Bill Review provides savings across multiple medical provider networks to ensure cost effective treatment
- First Fill prescription program to save employee "out of pocket" expense

You're choosing specialized servicing

As owners of the program, our members want more than a traditional insurance policy. Not only do we tailor our coverage to our members, but we also provide services to meet the specific needs of each member. We employ staff who have walked in your shoes in former roles and understand the unique challenges your organization faces. Our expert Risk Control Team works directly with our members providing employee training, performing safety audits, or consulting on relevant risk management topics in order to help prevent claims from occurring. It's all part of our commitment to address your need for protection holistically.

Service Advantages

● Risk Control

- Facility safety assessments
- Certified Playground Safety Inspectors (CPSI)
- Risk management policy creation and consultation
- In-person and web-based employee training – safety, liability, human resources, cyber security, and more
- Claims analysis
- Safety committee assistance and participation
- Up to 14 hours of CE-credits for law enforcement
- Hot topic workshops presented at various conferences across West Virginia
-

● Other Services

- Property valuations provided at no charge
- Investigations unit available for claim analysis and surveillance
- GatherGuard makes it simple to acquire short-term event coverage for facility users
- Contract and lease review to ensure adequate protection
- Safelite Auto Glass direct billing for quick and painless glass replacement; with a deductible waiver on glass repairs

● Member Portal

- Intuitive, user-friendly design
- Claims reporting with instantaneous claim number
- Risk management tools and templates
- Downloadable employee training presentations and webinars
- Customizable loss reports
- Claim viewer giving access to claim summaries, financials, and adjuster notes
- Property and vehicle schedule editing tool
- Certificates of insurance request feature
- Safety Source streaming library with over 1000 videos
-



In choosing WVcorp, you are choosing to stand with hundreds of like-minded organizations throughout the state who demand more than the status quo from their coverage provider, and we thank you for your choice.



You're choosing price stability

No one likes surprises. The pool was founded on the principle of price stability, and that long-standing ideal has guided our decisions since day one. While the commercial insurance market has experienced considerable volatility, and competitors have stripped away coverages to combat rate increases, the pool has enjoyed remarkable rate stability year over year for decades, even as we've consistently expanded coverages. It all adds up to giving you peace of mind, aiding in long-term planning and budgeting.

You're choosing ownership

At WVcorp, you are an owner of the program and its assets. There are no outside owners, investors or shareholders expecting dividends or profits. Rather than profit-minded executives making decisions, we have a Supervisory Board elected from and by our members. As a voting member, you have a direct voice in what matters most to your organization. The Board approves all major decisions, and again this year voted to return surplus funds to members at renewal.

You're choosing transparency

We're proud of the products and services we offer, so we feel there's no need to play games or hide behind gimmicks. We begin our renewal process early each year to ensure you have ample time to prepare your budget. We empower members to run your own loss reports at the click of a button on our website without having to request that information. Because we're partners when it comes to protecting your organization, we openly share the information we have for each of your claims. With our online claim viewer, we bring you behind the curtain and give you the same access to financials and notes that our adjusters have themselves.



Contribution Summary Form

City of Charleston

Coverage	Deductible	Contribution
Property : Special Form; Replacement Cost (or stated otherwise); No Coinsurance; Blanket	\$50,000	\$307,383
Inland Marine : Replacement Cost if Scheduled, otherwise Actual Cash Value	\$50,000	\$6,786
Equipment Breakdown	\$5,000	\$30,863
General Liability : \$1,000,000 Combined Single Limit; Occurrence Form; No Annual Aggregate; Non-Audited	\$300,000	\$281,101
Law Enforcement Liability : \$1,000,000 Limit	\$300,000	Included
Public Officials Liability : \$1,000,000 Limit Each Wrongful Act	\$300,000	\$92,511
Automobile : \$1,000,000 Liability for Owned Autos; Coverage Level per Schedule; Automatic Coverage for Additions; Non-Audited	\$50,000- Comp \$50,000- Collision \$300,000- Liability	\$155,015
Crime : Blanket \$1,000,000 Faithful Performance; In/Out Robbery; Counterfeit; Forgery; Computer Fraud; Telephone Toll Fraud \$25,000 sublimit	\$50,000	\$5,000
Excess Liability : Refer to the proposal page for limit information. Underlying limits must be exhausted before excess liability is available for losses.	None	\$178,978
Environmental Liability : \$500,000 Limit	\$300,000	Included
Cyber Risk : \$5,000,000 Limit	\$50,000	\$55,000
Grand Total Annual Contribution		\$1,112,637
Total Contribution Due		\$1,112,637
STOP LOSS P&C	\$1,200,000	
STOP LOSS LIMIT P&C	\$1,000,000	

- All TPA Services Included

WVcorp Member Agreement assessment provision language located under section 15, paragraphs 3 and 4 is waived in the event this is selected



Property

- WVcorp provides members with the most extensive property coverage available.
- Property coverage is Special Form specifically drafted for public entities; all perils are covered except those specifically excluded.

Buildings and Contents

Total Building Values	\$ 456,224,523
Total Contents Values	\$ 11,395,297
Business Income / Extra Expense (\$100,000 Automatic or as scheduled)	\$ 4,000,000

Coverage Includes: (no additional charge)*

- Back-up of Sewers & Drains: \$1,000,000 Limit
- Debris Removal: \$20,000,000 Pool Limit
- Pollutant Clean-up and Removal: \$500,000 Pool Limit
- Newly Acquired Property: \$10,000,000 Limit (up to 120 Days)
When timely reported, covered until renewal at no additional charge if under \$500,000 in value; additional charge for new values above \$500,000
- Property in Transit: \$5,000,000 Pool Limit
- Utility Services Time Element: \$2,000,000 Pool Limit
- Building Ordinance/Increased Cost of Construction/Demolition: up to \$20,000,000 Pool Limit
- Earthquake, Volcanic Eruption, Landslide, and Mine Subsidence: up to \$10,000,000 Pool Limit
- Flood (if outside the 100 year flood plain): up to \$10,000,000 Pool Limit
- Architect & Engineering fees for plans, specifications, and supervision included upon replacement
- Error in Reporting Provision
- Improvements and Betterments to buildings leased by the member
- Signs, fences, light poles, antenna, masts, and towers; retaining walls are covered within 1,000 feet of the premises provided their values are included in the schedule

**Does not apply to properties valued at Actual Cash Value (ACV)*

Coverage Available (Additional Charge):

Builders' Risk during building construction (Optional - must be reported)

Perils Covered

- Special Form; specifically drafted for public entities; all perils are covered except those specifically excluded.
- Flood (if outside the 100 year flood plain) and Earthquake are included.

Valuation

- Building & Contents – Replacement Cost, except vacant property at Actual Cash Value or stated otherwise
- Business Income - Actual Loss Sustained

Other Terms

- Blanket Limit
- No Coinsurance
- Vacant Buildings must be reported.
If vacant building becomes occupied, please notify WVcorp to ensure proper coverage is in place.

Deductibles (Per Occurrence)

- \$50,000 Building & Contents
- \$50,000 Flood
- \$50,000 Earthquake

Definitions

- **Replacement Cost (RC):** The cost to repair, rebuild, or replace, at the same site, lost, damaged, or destroyed property, with other property of comparable size, material, and quality; or the applicable Limit of Coverage.
- **Actual Cash Value (ACV):** The cost to repair, rebuild, or replace lost or damaged property, at the time and place of the loss, with other property of comparable size, material and quality, less allowance for physical deterioration, depreciation, obsolescence, and depletion.
- **Functional Replacement Cost:** The cost of repairing or replacing damaged or stolen property with the same kind or quality; or comparable new property as of the time of loss; or applicable Limit of Coverage.
- **Vacant:** A building that does not contain adequate Covered Property to conduct customary business operations.



Inland Marine

- Inland Marine is property coverage for movable or specialized types of property and equipment.
- Electronic Data Processing (EDP) covers direct physical loss to member-owned computer equipment, phone systems, fax machines, printers, and copiers.

Inland Marine

Total Inland Marine Value (Per Schedule)	\$ 23,708,313
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Computers / Electronic Data Processing (EDP)

Hardware (Per Schedule)	\$ 1,000,000
Software (Per Schedule)	Included

Perils Covered

- Special Form; specifically drafted for public entities; all perils are covered, except those specifically excluded.
- Electronic Data Processing (EDP) includes electrical and mechanical breakdown.

Valuation

- Inland Marine – Replacement Cost if scheduled, otherwise Actual Cash Value except:
- Electronic Data Processing (EDP) - Functional Replacement Cost, if scheduled at 100% replacement values - otherwise Actual Cash Value.

Deductible

See Schedule

Definitions

- Replacement Cost (RC): The cost to repair, rebuild, or replace, at the same site, lost, damaged, or destroyed property, with other property of comparable size, material, and quality; or the applicable Limit of Coverage.
- Actual Cash Value (ACV): The cost to repair, rebuild, or replace lost or damaged property, at the time and place of the loss, with other property of comparable size, material and quality, less allowance for physical deterioration, depreciation, obsolescence, and depletion.
- Functional Replacement Cost: The cost of repairing or replacing damaged or stolen property with the same kind or quality; or comparable new property as of the time of loss; or applicable Limit of Coverage.

Equipment Breakdown

- Equipment Breakdown is comprehensive coverage for direct damage to covered equipment. Examples of covered equipment include: air conditioning and refrigeration equipment, boilers and pressure vessels (air tanks, hot water tanks, cookers, furnaces), communication systems, and electrical equipment (compressors, fans, system motors).
- Coverage includes the expense of inspections and certification of boilers and air compressors as required by the Department of Labor and Industry

Limits

- \$50,000,000 Limit Per Breakdown; includes Property Damage, Business Income and Extra Expense
- \$1,000,000 Newly Acquired Property (up to 90 Days)
- \$1,000,000 Demolition (Coverage B)
- \$1,000,000 Increased Cost of Construction (Coverage C)
- \$1,000,000 Service Interruption
- \$250,000 Spoilage Damage
- \$100,000 Electronic Data or Media Damage

Covered Events

Property losses ranging from air conditioning equipment and HVAC systems to electrical equipment, including system motors, compressors, refrigeration equipment, fans, switchboards, coils, pipes and air conditioning vessels.

Deductibles

- 24 Hours Business Income Loss
- \$5,000 Per Occurrence



General Liability

- WVcorp general liability coverage provides the broadest protection for public entities in West Virginia.
- WVcorp coverage provides protection from claims or suits for personal injury or property damage.
- Excess limits available

Basis of Contribution

Net Operating Expense

\$ 64,919,237

Limits

- **\$1,000,000 Combined Single Limit for Bodily Injury and Property Damage - Each Occurrence**
- **No Annual Aggregate**

Additional Coverages

- Failure to Supply (No Sublimit)
- Sidetrack Agreements including Railroads
- Contractual Liability for Covered Contracts
- Personal Injury and Advertising Liability
- Broad Form Property Damage Liability
- Incidental Medical Malpractice
- Limited Worldwide Liability
- Owned Watercraft under 51 feet
- Products/Completed Operations
- Punitive Damages Covered in Most Cases
- Employee Benefits Liability

Deductible

- **\$300,000 Per Occurrence**



Cyber Risk

- WVcorp members are covered for online privacy matters (including identity theft), losses due to network security breaches (including hacking and viruses), copyright infringement, and online slander or libel, among other issues.
- Increased limits available

Limits

- \$5,000,000 Per Occurrence and Aggregate - Per Member

Coverages

Network Security, Privacy, and Data Breach Liability

- Liability for unauthorized access to the computer network, including personal identifying information such as social security numbers, credit card numbers, etc.
- Liability for transmission of a computer virus

Multimedia Liability

- Copyright/trademark infringement, invasion of privacy, plagiarism, libel and slander through website or social media

Regulatory Liability

- Liability, including defense costs, resulting from a claim by an official regulatory agency or governmental body as a result of a security breach or privacy breach or breach of privacy regulations
- Includes civil and/or administrative penalties or fines imposed by an official regulatory agency or governmental body

Data Breach Incident Response

- Expenses paid to third party service providers arising from a data breach for legal services, notification expenses, fraud monitoring and resolution services, call center services, public relations services, and computer forensic services.

Data Restoration

- Costs to restore, compile or replace data
- Reasonable and necessary costs and expenses to determine scope of breach
- Costs paid to restore, compile or replace data to a third party as a result of a network security breach or cyber extortion event

Cyber Extortion

- Reimbursement of reasonable costs and expenses resulting from request for money to avoid damage, destruction, corruption or introduction of a computer virus, a malicious code or denial of service

Social Engineering Fraud

- Covers financial loss relating to a social engineering event whereby an employee is instructed to move funds to another bank fraudulently

PCI DSS Fines

- Covers PCI contractual costs and regulatory fines following a security or privacy event

Deductible

- \$50,000 Per Claim

Environmental Liability

- WVcorp provides members with liability protection for first and third party environmental liabilities.
- Coverage for third party cleanup involving above ground pollution exposures is included.

Limits

- \$500,000 Each Incident and Aggregate - Per Member
- \$1,000,000 Pool Aggregate

Coverages

- Third Party Clean-up for above ground pollution exposures, such as:
 - Water & Sewer Operations
 - Transfer Stations
 - Spraying of Pesticides and Herbicides
 - Golf Courses
 - Above Ground Storage Tanks

Exclusions *

- Underground Storage Tanks
- Landfills

* WVcorp will place coverage for these excluded exposures through a commercial carrier, if requested.

Deductible

- \$300,000 Per Occurrence



Law Enforcement Liability

- WVcorp Law Enforcement Liability provides protection from allegations arising from law enforcement operations.

Limit

- \$1,000,000 Personal Injury, Property Damage, or Wrongful Act – Per Occurrence

Coverages

Follows Coverage Contract for Liability Coverage

Additional Coverages

- Bodily Injury/Property Damage with respects to Law Enforcement operations
- Personal Injury Liability
- Broad Form Property Damage Liability
- Limited Worldwide Liability
- Owned Watercraft under 51 feet
- Volunteers included as covered persons (volunteer fire & rescue are excluded)
- Contractual Liability for covered contracts

Deductible

- \$300,000 Per Occurrence



Public Officials Liability

- Public Officials Liability provides protection against allegations of wrongful acts, such as sexual harassment and employment practices.
- Defense costs are provided for certain excluded coverages
- Prior Acts Coverage included if prior coverage was written on claims-made basis.

Limits

- \$1,000,000 Each Wrongful Act
- \$1,000,000 Annual Aggregate

Policy Form

Occurrence

Coverages

- Employment Practices
- Sexual Harassment
- Notary Public applicable for all current employees while acting within the course and scope of their notarial duties of the Member
- Defense cost in addition to coverage limits

Additional Provisions

- Claims handled when filed, not only if a lawsuit is filed

\$100,000 Defense Limit provided for the following excluded coverages:

- Employment Wrongful Acts, when no monetary damages requested
- Land Use/Eminent Domain (subject to \$25,000 Deductible)
- Suits for non-monetary relief brought to remove an elected official pursuant to WV Code §6-6-7 (subject to \$25,000 Deductible)

\$50,000 Defense Reimbursement Limit provided for the following excluded coverages:

- Criminal Acts (subject to a \$10,000 Deductible); see contract language for specific terms and conditions

Deductible

- \$300,000 Per Occurrence



Automobile Liability and Physical Damage

- WVcorp coverage includes hired and non-owned vehicles
- Automatic coverage for newly acquired vehicles at no additional charge until renewal.
- Excess limits available.

Basis of Contribution

Number of Vehicles	529
--------------------	-----

Liability

Limits

- \$1,000,000 Liability Limit For Owned and Hired Autos - Bodily Injury and Property Damage - Each Occurrence
- \$1,000,000 Non-Owned Auto Liability (excess over any other collectible insurance)
- \$25,000 Statutory Uninsured Motorist (Per Person)
- \$50,000 Statutory Uninsured Motorist (Per Accident)
- \$25,000 Statutory Uninsured Motorist (Property Damage)
- \$1,000,000 Garage Liability
- \$100,000 Garagekeepers
- No Annual Aggregate

Additional Coverages

- Out of State No Fault Coverage provided at the basic minimum limits required by state law
- Newly acquired vehicles covered until renewal at no additional charge
- Unlimited Physical Damage for all owned vehicles; deductible will apply
- Replacement cost coverage can be provided on any vehicle with a replacement cost value in excess of \$50,000
 - Must be reported at 100% of replacement cost value
 - Additional charge will apply

Physical Damage

Deductibles

- \$300,000 Auto Liability
- \$50,000 Comprehensive (ACV)
- \$50,000 Collision (ACV)
- \$250 Physical Damage to Hired or Borrowed Autos (up to \$50,000)

Definitions

- Replacement Cost (RC): The Fund will pay the lesser of: (a) the cost of repairing damaged property or replacing damaged or stolen property with the same kind or quality; (b) the cost to replace the damaged or stolen property with comparable new property as of the time of loss; or (c) the Limit of Coverage applicable to the lost, damaged or stolen Covered Auto.
- Actual Cash Value (ACV): The cost to repair, rebuild, or replace lost or damaged property, at the time and place of the loss, with other property of comparable size, material and quality, less allowance for physical deterioration, depreciation, obsolescence, and depletion.

Please provide values for all vehicles you wish to have this coverage applied to effective 07/01/2025



Crime Coverage

- Crime provides protection from loss of money and securities, as well as, forgery and fraud.
- State-required faithful performance bonds for covered persons are included.
- Coverage is for covered crimes committed by employees, board members, commission members and volunteers.

Limits

- \$1,000,000 Per Occurrence
- \$100,000 Telephone Toll Fraud

Coverage Forms

- Employee Theft
- Employee Dishonesty (Faithful Performance Form)
- Loss Inside and Outside the Premises
- Money Orders and Counterfeit Paper Currency
- Depositors Forgery Coverage
- Computer Fraud
- Funds Transfer Fraud

Public Officials Required Bond

Meets maximum listed Bond value for all public officials as outlined by West VA Code §6-2-10, §6-2-10A, and §6-2-11

Deductible

- \$50,000 Per Occurrence

Excess Liability

- Excess liability provides additional limits over and above the underlying limits for those coverages for which excess limits are purchased.
- Underlying limits must be exhausted before excess liability is available for losses.

Limits

- **Excess Automobile Liability**
 - \$4,000,000 Limit
 - \$0 Excess Liability Aggregate
- **Excess General Liability**
 - \$4,000,000 Limit
 - \$0 Excess Liability Aggregate
- **Excess Law Enforcement Liability**
 - \$4,000,000 Limit
 - \$0 Annual Aggregate
- **Excess Public Officials Liability**
 - \$4,000,000 Limit
 - \$4,000,000 Annual Aggregate

**Does not include Non-Owned Automobile Liability, Garage Liability, and Uninsured/Underinsured Motorists Coverage*



City of Charleston

ATTENTION

Upon review, please sign/return to underwriting@riskprograms.com to ensure prompt processing of documents, including invoice and certificates of coverage.

2025 - 2026 Coverage Intent Form

After careful consideration of your proposal, we accept your coverage program subject to the following selections or changes:

ACCEPTANCE:	
☐	ACCEPT - We accept all coverages as presented in this proposal.
☐	MODIFY - We wish to request the following changes:
☐	REJECT - We do not accept your proposal.

OPTIONAL QUOTES PROVIDED HEREIN:

Accept	Reject	CYBER RISK:
		ELECT optional Increased Limit for Cyber Risk as follows: Total Limit: \$ _____ Additional Contribution: \$ _____

BILLING TERMS	
We wish to select the following billing terms shown below	
Coverages (if applicable):	
Property & Casualty	☐ Annual Payment - Due and payable in full within 30 days of receipt ☐ Two Equal Installments - Due by July 1st and October 1st
Workers' Compensation	☐ Annual Payment - Due and payable in full within 30 days of receipt ☐ Quarterly Installments
<i>Any additions or deletions made after the proposal and the initial billing effective up to and including July 1st will result in an endorsement and contribution adjustment.</i>	
<i>A late charge of 1% per month (12% per annum) will be assessed for contributions received 30 days after the due date.</i>	

If additional quote options are provided herein, please indicate below if electing. Otherwise, coverage will be based upon current coverage.

_____ PRINTED NAME	_____ SIGNATURE	_____ DATE
-----------------------	--------------------	---------------

Resolution No. 25-024

Introduced in Council:

March 3, 2025

Adopted by Council:

Introduced by:

Mary Beth Hoover

Referred to:

Finance

Resolution No. 25-024 - Authorizing the Mayor or City Manager to renew its contract with Encova Insurance for workers' compensation insurance coverage for a premium of \$274,049, including surcharges, and with an additional claims handling charge of 10% of paid claims, as detailed in Exhibit A: Provided, That this contract does not include any commission to the City's broker of record, USI Insurance Services LLC;

Authorizing the Mayor or City Manager to renew its contract with USI Insurance Services LLC ("USI") for insurance broker, risk management, and loss control services related to the City's property, liability, and workers' compensation insurance coverages for one year at a cost of \$75,000 as detailed in Exhibit A; and

Authorizing the Mayor or City Manager to renew its contract with the West Virginia Counties Group Self Insurance Risk Pool, Inc, D/B/A West Virginia Communities Risk Pool ("WVCorp"), for Third Party Administration (TPA) services related to legacy claims incurred while the City was self-insured for workers' compensation at a fee not to exceed \$20,000.

This procurement is based on the results of a competitive insurance quote review process and the Memorandum of Understanding among the City, USI, and WVCorp entered into under Resolution No. 617-22.

The effective dates of the policies/contracts above will be from March 31, 2025 through March 31, 2026.

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

That the Mayor or City Manager is authorized (1) to renew its contract with Encova Insurance for workers' compensation insurance coverage for a premium of \$274,049, including surcharges, and with an additional claims handling charge of 10% of paid claims, and authorizing leaving the WV self-insurance system, as detailed in Exhibit A: Provided, That this contract does not include any commission to the City's broker of record, USI Insurance Services LLC; (2) to renew its contract with USI Insurance Services LLC for insurance broker, risk management, and loss control services related to the City's property, liability, and workers' compensation insurance coverages for one year at a cost of \$75,000 as detailed in Exhibit A;

1 and
2 (3) to renew its contract with the West Virginia Counties Group Self Insurance Risk Pool, Inc,
3 D/B/A West Virginia Communities Risk Pool, for Third Party Administration (TPA) services
4 related to legacy claims incurred while the City was self-insured for workers' compensation at a
5 fee not to exceed \$20,000, all to be effective from March 31, 2025 through March 31, 2026.

2025 Workers Compensation Insurance Proposal

City of Charleston



Dave Stacy, CIC
Senior Vice President

Account Executive: Colleen Gatens
Date Prepared: January 24, 2025

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This proposal is merely a descriptive summary of coverage provided by the insurance companies being proposed and should be used for reference purposes only; it is not a binder and does not amend or alter the insurance contract. Please refer to the policy contract for specific terms, conditions, limitations, and exclusions.

Proposal date: 01/22/2025 Prepared for City of Charleston
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About USI Insurance Services

USI is one of the largest insurance brokerage and consulting firms in the world, delivering property and casualty, employee benefits, personal risk, program and retirement solutions to large risk management clients, middle market companies, smaller firms and individuals. Headquartered in Valhalla, New York, USI connects together over 10,000 industry leading professionals across ~200 offices to serve clients' local, national and international needs.

The USI ONE Advantage

What truly distinguishes USI as a leading insurance brokerage and consulting firm is the USI ONE Advantage, a game-changing value proposition that delivers clients a robust set of risk management and benefit solutions and exclusive resources with financial impact. USI ONE® represents **Omni, Network, Enterprise**—the three key elements that create the USI ONE Advantage and set us apart from the competition.

Omni – USI's Proprietary Analytics

Omni, which means “all,” is USI’s one-of-a-kind solutions platform—real time, interactive, dynamic and evolving, and customized for each client. Built in-house by USI subject matter experts, Omni captures the experience of more than 500,000 clients, thousands of professionals and over 150 years of business activity through our acquired agencies into targeted, actionable solutions across property & casualty, employee benefits, personal risk and retirement. Omni features over a thousand solutions, case studies, work products and detailed analysis across industry verticals in a single dashboard. USI consultants input the client’s personalized data into Omni – highlighting their business, employees, and risks. The results feature client specific recommendations with quantified financial impact and the ability to analyze alternative scenarios with the touch of a button.

Network – USI's Local and National Resources

USI has made a very large investment in local resources and technical expertise, with more than 10,000 professionals networked nationally to build strong vertical capabilities and integrated account teams. Our local and regional experts ensure account team availability, hands-on service, and ongoing diligent follow-through so we can deliver on the solutions we customize for our clients.

Enterprise – USI's Team Based Strategic Planning

USI’s enterprise planning is a disciplined, focused, analysis centered on our client’s issues and challenges. Highly consultative meetings integrate USI’s Omni analytics with our broad resource network to build a risk management strategy aligned with client business needs. Our enterprise process is a proven method for identifying, quantifying and minimizing client risk exposures.

The USI ONE Advantage—our Omni knowledge engine, with our Network of local and national resources, delivered to our clients through our Enterprise planning process gives USI fundamentally different solutions, the resources to deliver, and a process to bring superior results to our clients.

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Service Team

USI Insurance Services, LLC

300 Kanawha Blvd. East, Suite 300, Charleston, WV 25301

(304) 347-0611 www.usi.com

Producers

Your **Producer** is **Dave Stacy**

Direct Number: (304) 347-0691

E-Mail: Dave.Stacy@usi.com

Account Management Team

Your **Account Executive** is **Colleen Gatens**

Direct Number: (304) 347-0702

E-Mail: Colleen.Gatens@usi.com

Your **Associate Account Rep** is **Carson Fox**

Direct Number: (304) 347-0662

E-Mail: carson.fox@usi.com

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Additional USI Contacts

Your **Casualty Analytics** contact is **Kristina Chandler**

Direct Number: (304) 347-0601

E-Mail: Kristina.Chandler@usi.com

Your **Claims Advocate** Primary contact is **Lisa Jordan**

Direct Number: (304) 347-0626

E-Mail: Lisa.Jordan@usi.com

Your **Risk Control** Primary contact is **Jonathan Jeffries**

Direct Number: (304) 347-0689

E-Mail: Cody.Jeffries@usi.com

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Schedule of Locations

Workers Compensation

Insurance Company: SummitPoint Insurance Company
Policy Term: 03/31/2025 to 03/31/2026

Location Number	Address	City	State	ZIP Code
1	501-9 Virginia Street, E.	Charleston	WV	25330
2	220-230 Virginia Street	Charleston	WV	25301
3	200 Civic Center Drive	Charleston	WV	25301
4	Brooks and Lewis Street	Charleston	WV	25301
5	200 Arnold Drive	Charleston	WV	25302
6	613 Clifton Road	Charleston	WV	25303
7	2009 7th Street	Charleston	WV	25387
8	R2009 7th Street	Charleston	WV	25387
9	Cato Park	Charleston	WV	25302
10	200 Baker Lane	Charleston	WV	25302
11	314 Donnally Street	Charleston	WV	25301
12	3511 Venable Avenue	Charleston	WV	25304
13	Farnsworth Drive	Charleston	WV	25311
14	1 Twilight Drive	Charleston	WV	25311
15	302 Morris Street	Charleston	WV	25301
16	808 Virginia Street W	Charleston	WV	25302
17	B 808 Virginia Street W	Charleston	WV	25302
18	829 Oakwood Drive	Charleston	WV	25314
19	1810 Oakridge Drive	Charleston	WV	25314
20	916 Bridge Street	Charleston	WV	25314
21	5010 MacCorkle Avenue	Charleston	WV	25304

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Location Number	Address	City	State	ZIP Code
22	128 Cora Street	Charleston	WV	25302
23	2184 Falcon Drive	Charleston	WV	25387
24	115 Lee Street W	Charleston	WV	25302
25	US RT 119 - Camp Way	Charleston	WV	25309
26	208 26th Street	Charleston	WV	25387
27	819 Hanna Drive	Charleston	WV	25387
28	500 Ruffner Avenue	Charleston	WV	25311
29	208 Copenhaver Drive	Charleston	WV	25387
30	208 26th Street	Charleston	WV	25387
31	180 Laidley Street	Charleston	WV	25301
32	1100 Pennsylvania Avenue	Charleston	WV	25302

Only the locations shown above are included in this proposal. If any locations are not shown above and should be included for coverage, please notify us immediately.

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Proposal date: 01/22/2025 Prepared for City of Charleston
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Schedule of Named Insureds

Workers Compensation

Insurance Company: SummitPoint Insurance Company
Policy Term: 03/31/2025 to 03/31/2026

Named Insureds
City of Charleston

Only the Named Insureds shown above are included in this proposal. If any Named Insureds are not shown above and should be included for coverage, please notify us immediately.

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Workers' Compensation

Insurance Company:	SummitPoint Insurance Company
Policy Term:	03/31/2025 to 03/31/2026
Coverage:	Part One – Workers' Compensation agrees to pay the benefits required under the applicable State's Workers' Compensation Law. Part Two – Employers Liability for work-related injuries or disease other than that which is imposed by a state Workers' Compensation Law. Part Three – Other States. States in which you have no exposure on the policy inception date, but in which you may have a temporary or future worksite or exposure in during the policy term. If listed, statutory benefits will apply as if the state were listed in Part One.

Coverage Description	Limit
Employers Liability - Each Accident	\$1,000,000
Employers Liability - Disease (Policy Limit)	\$1,000,000
Employers Liability - Disease (Each Employee)	\$1,000,000
Experience Mod	Refer to Schedule of Exposures
Statutory Limits Apply	Y
United States Longshore and Harbor (USL&H)	Y
Voluntary Compensation	Y
Other States	Y
Retroactive Date	N
Retro Plan	N

Coverage is not automatic in all states. Please notify us immediately if you begin operations in another state.

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Workers' Compensation Schedule of Exposures

State: WV Experience Modifier: 1.02

Class Code	Classification Description	Estimated Annual Payroll	Rate	Premium
0042	Landscape Gardening & Drivers	\$780,511	1.48	\$11,552
5506	Street Or Road Construction: Paving or Repaving & Drivers	\$2,219,924	3.11	\$69,040
8864	Social Services Organization - All Employees & Salespersons, Drivers	\$294,952	0.37	\$1,091
7710	Firefighters - Not Volunteer & Drivers	\$12,215,520	1.06	\$129,485
7720	Police Officers & Drivers	\$12,236,208	0.71	\$86,877
8380	Automobile Service or Repair Center & Drivers	\$812,262	0.69	\$5,605
8810	Clerical Office Employees Noc	\$7,902,963	0.06	\$4,742
8820	Attorney - All Employees & Clerical, Messengers, Drivers	\$457,207	0.03	\$137
9015	Buildings Or Buildings NOC- Operations by Owner or Lessee	\$404,342	0.88	\$3,558
9102	Park NOC- All Employees & Drivers	\$1,525,547	0.77	\$11,747
9220	Cemetery Operations & Drivers	\$192,766	1.36	\$2,622
9403	Garbage, Ashes or Refuse Collection & Drivers	\$2,363,683	2.65	\$62,638
9410	Municipal, Township, County or State Employee Noc	\$3,232,513	1.06	\$34,265
Total Estimated Standard Premium (without Premium Adjustments)				\$423,359

Premium Adjustments	Amount
Employers' Liability Limits	\$5,927
Employers Liability Increased Limits Deductible Credit	\$2,845
Large Deductible Credit Premium	\$203,212
Experience Modification Premium	\$4,465
Expense Constant	\$175
Terrorism	\$2,232
Catastrophe (Other than certified acts of terrorism)	\$4,464
Broad Form Employers Liability	\$33,530
Broad Form Employers Liability Deductible Credit	\$16,094
WV Regulatory Budget Surcharge	\$21,935

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WV Fire & Casualty Surcharge	\$113
Total Estimated Annual Premium Including Premium Adjustments	\$274,049

Audit Provisions

Description
Audit based on Payroll

The premium quoted is the minimum and deposit premium and is a fully earned premium. The policy is auditable at expiration and there may be charges for additional exposures; however, the premium will never fall below the minimum and deposit premium shown above.

Premiums are calculated based on the insurance company's rules and rates. Premiums shown as advance or deposit premiums are subject to audit and adjustment at the close of each audit period. If the advance premium is less than the earned premium as determined by the audit, the insured pays the difference. If the advance premium is more than the earned premium as determined by the audit, the insurance company returns the difference to the insured. The insured must keep records of the information needed for the audit and the premium calculations and send copies to the insurance company when it requests them.

Included/Excluded Officers:

State: WV

Name	Include (I) / Exclude (E)
All	Included

Key Endorsements, Limitations, Warranties and Exclusions include, but are not limited to, the following:

Coverage Description	Type	Limit	Ded
Workers' Compensation Broad Form Endorsement			
Terrorism Included			
All States except those in 3A and North Dakota, Ohio, Washington, Wyoming			
Deductible Endt - Each Accident/Each Claim/Disease Each Employee			\$300,000
Policy Aggregate Limit		\$1,000,000	
Claims Handling Charge - Basis: 10% of Deductible Plan Paid Loss Subject to Limit per Claim			\$30,000

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Workers' Compensation Exposure – Rate Comparison

Classification	Class Code	Expiring Rate	Expiring Payroll	Expiring Premium	Proposed Rate	Proposed Payroll	Proposed Premium
Landscape Gardening & Drivers	0042	1.97	\$788,916	\$15,542	1.48	\$780,511	\$11,552
Street Or Road Construction: Paving or Repaving & Drivers	5506	3.21	\$2,164,312	\$69,474	3.11	\$2,219,924	\$69,040
Social Services Organization- All Employees & Salespersons, Drivers	8864	0.42	\$276,593	\$1,162	0.37	\$294,952	\$1,091
Firefighters-not Volunteer & Drivers (CT)	7710	1.11	\$11,386,962	\$126,395	1.06	\$12,215,520	\$129,485
Police Officers & Drivers	7720	0.78	\$12,386,622	\$96,616	0.71	\$12,236,208	\$86,877
Automobile Service or Repair Center & Drivers	8380	0.75	\$799,112	\$5,993	0.69	\$812,262	\$5,605
Clerical Office Employees NOC	8810	0.06	\$7,905,120	\$4,743	0.06	\$7,902,963	\$4,742
Attorney - All Employees & Clerical, Messengers, Drivers	8820	0.04	\$402,260	\$161	0.03	\$457,207	\$137
Buildings Or Buildings NOC-Operations by Owner or Lessee	9015	0.98	\$414,466	\$4,062	0.88	\$404,342	\$3,558
Park NOC-All Employees & Drivers	9102	0.86	\$1,698,942	\$14,611	0.77	\$1,525,547	\$11,747
Cemetery Operations & Drivers	9220	1.61	\$184,282	\$2,967	1.36	\$192,766	\$2,622
Garbage, Ashes or Refuse Collection & Drivers	9403	2.87	\$2,353,134	\$67,535	2.65	\$2,363,683	\$62,638
Municipal, Township, County or State Employee NOC	9410	1.09	\$2,847,501	\$31,038	1.06	\$3,232,513	\$34,265
Employers' Liability Limits		0.014		\$6,164	0.014		\$5,927
Employers Liability Increased Limits Deductible Credit		0.50		\$3,082	0.48		\$2,845
Large Deductible Credit Premium		0.50		\$220,150	0.48		\$203,212
Experience Modification Premium				0	1.02		\$4,465
Total Standard Premium				\$223,231			\$227,694
Expense Constant				\$175			\$175
Terrorism		0.005		\$2,180	0.005		\$2,232

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Catastrophe (Other than certified acts of terrorism)		0.01		\$4,361	0.01		\$4,464
Broad Form Employers Liability		0.0792		\$34,872	0.0792		\$33,530
Broad Form Employers Liability Deductible Credit				\$17,436			\$16,094
WV Regulatory Budget Surcharge		0.05		\$22,351	0.05		\$21,935
WV Fire & Casualty Surcharge		0.0055		\$113	0.0055		\$113

This summary is provided as a quick comparison of exposure and rates for the expiring and proposed terms.

2024 Premium and Surcharges Total	\$269,847	2025 Premium and Surcharges Total	\$274,049
--	------------------	--	------------------

Description	Expiring Term	Proposed Term	Difference
Estimated Annual Payroll	\$43,608,222	\$44,638,398	\$1,030,176
Estimated Annual Policy Premium	\$247,383	\$252,001	\$4,681
Estimated Net Premium Including Taxes and Assessments	\$269,847	\$274,049	\$4,202

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Policyholder Disclosure - Notice of Terrorism Insurance Charge

Coverage for acts of terrorism is included in your quote. You are hereby notified that under the Terrorism Risk Insurance Act, as amended in 2015, the definition of act of terrorism has changed. As defined in Section 102(1) of the Act: The term “act of terrorism” means any act or acts that are certified by the Secretary of the Treasury --in consultation with the Secretary of Homeland Security, and the Attorney General of the United States --to be an act of terrorism; to be a violent act or an act that is dangerous to human life, property, or infrastructure; to have resulted in damage within the United States, or outside the United States in the case of certain air carriers or vessels or the premises of a United States mission; and to have been committed by an individual or individuals as part of an effort to coerce the civilian population of the United States or to influence the policy or affect the conduct of the United States Government by coercion. Under your coverage, any losses resulting from certified acts of terrorism may be partially reimbursed by the United States Government under a formula established by the Terrorism Risk Insurance Act, as amended. However, your quote may contain other exclusions which might affect your coverage, such as an exclusion for nuclear events. Under the formula, the United States Government generally reimburses 85% through 2015; 84% beginning on January 1, 2016; 83% beginning on January 1, 2017; 82% beginning on January 1, 2018; 81% beginning on January 1, 2019 and 80% beginning on January 1, 2020, of covered terrorism losses exceeding the statutorily established deductible paid by the insurance company providing the coverage. The Terrorism Risk Insurance Act, as amended, contains a \$100 billion cap that limits U.S. Government reimbursement as well as insurers' liability for losses resulting from certified acts of terrorism when the amount of such losses exceeds \$100 billion in any one calendar year. If the aggregate insured losses for all insurers exceed \$100 billion, your coverage may be reduced.

The portion of your annual premium that is attributable to coverage for acts of terrorism is \$2,232.00, and does not include any charges for the portion of losses covered by the United States

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Workers' Compensation Loss Forecast - Losses Limited to \$300,000 per Occurrence

City of Charleston

Workers' Compensation Loss Forecast - Losses Limited to \$300,000 per Occurrence

A	B	C	D	E	F	G	H (F / G)
Policy Start Date	# of Claims	Limited Incurred	Limited Paid	Selected Ultimate Loss	Inflated Ultimate Loss	Inflated Payroll (00's)	Severity Loss Rate
3/31/2023	72	341,329	230,418	467,000	511,310	449,532	1.137
3/31/2024	68	375,710	104,489	512,000	540,058	453,526	1.191
<u>Loss Rate Selection:</u> There were no significant underlying trends to warrant deviating from the all year average loss rate.				 Selected Loss Rate: 3/31/25 Proj. Payroll (00's)			1.164
							X 446,384
				3/31/25 Projected Losses:			520,000
				Using Lowest Historical Rate:			508,000
Using Highest Historical Rate:			532,000				

Losses are valued as of 1/01/2025.

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Encova Collateral Analysis Valued as of 1/01/2025

Workers' Compensation					
A	B	C	D	E	F (D - E)
Policy Start Date	Deductible	Limited Incurred	Selected Ultimate Loss	Limited Paid	Collateral Need (includes LCF)
3/31/2023	300,000	341,329	467,000	230,418	260,240
3/31/2024	300,000	375,710	512,000	104,489	448,262
3/31/2025	300,000	-	520,000	-	572,000
Workers' Compensation Totals		717,039	1,499,000	334,907	1,280,502
					780,000
					Current Collateral Held:
					Estimated Pairs Until Adjustment: (64,189)
					Projected Additional Total Required
					436,313 1,216,313
					132,235 912,235
					71,419 851,419
					10,603 790,603
					With 25% Credit Discount of \$ 304,078: With 30% Credit Discount of \$ 364,894: With 35% Credit Discount of \$ 425,710:

Encova could be asking for a total of \$1,216,313 in collateral for the 3/31/2025 renewal year; however, Encova is only asking for \$780,000 (to include the loss fund) for the 3/31/2025 renewal. This is a discount of a little over 35% in collateral. Collateral is based on an actuary calculation to forecast the ultimate cost of the historical loss years and the upcoming renewal year. Collateral discounts are provided due to subjection items such as relationship with carrier, claims handling procedures, return to work programs, credit risk of the insured, proactiveness from the insured, claims meetings, etc. Seldom do we see discounts of 20-25%. 35% is very good

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Historical Claims Stratification

Workers' Compensation

Policy Year	\$1 to \$50,000		\$50,001 to \$100,000		\$100,001 to \$150,000		\$150,001 to \$250,000		\$250,001 to \$300,000		\$300,001 to unlimited		Total Net Incurred
	# of Claims	Net Incurred	# of Claims	Net Incurred	# of Claims	Net Incurred	# of Claims	Net Incurred	# of Claims	Net Incurred	# of Claims	Net Incurred	
3/31/2023	55	\$ 255,763	1	\$ 50,000	1	\$ 35,566	-	\$ -	-	\$ -	-	\$ -	\$ 341,329
3/31/2024	37	\$ 176,947	1	\$ 50,000	1	\$ 50,000	1	\$ 98,763	-	\$ -	-	\$ -	\$ 375,710
Totals	92	\$ 432,710	2	\$ 100,000	2	\$ 85,566	1	\$ 98,763	-	\$ -	-	\$ -	\$ 717,039



*Severity % is the percentage of historical incurred dollars that fall at or below the stratified range.

*Frequency % is the percentage of years with claims that penetrated the stratified range.

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Risk Control Services

USI Risk Control Consulting Service's division has assisted municipal clients develop and maintain successful safety and risk control programs nationwide for many years. Our Charleston-based team has served our public entity clients for over 35 years. Our mission is to provide timely delivery of quality consulting services designed to: reduce your exposures to liability and loss, lessen the frequency and severity of your losses, maintain the health and safety of your personnel, and protect your assets and profitability.

We will work with you in close partnership to accomplish this mission— listening to what you tell us about your organization and your unique needs, studying your business, and exploring solutions to develop an action plan that addresses your needs. The result is a tailored program that aggressively manages the city's property/liability and workers' compensation program and related loss costs and will improve operational efficiencies. Our support will free you up to focus on your priority— running the City of Charleston.

USI's loss control programs are designed to initiate the positive change necessary to establishing an effective, long-term safety culture. Our pledge is to uphold your organization's values for employee safety, operational efficiency, and fiscal responsibility. USI's experienced professionals will help you plan your risk control program and achieve the results you desire.

The USI risk control team has conducted the following for the city:

- 436 Online trainings completed
- Monthly Safety courses provided in conjunction with Doug Cummings / Adam Simon via RMC
- Quarterly In-Person Claim reviews
- Facility Audits of Parks and Recreation prior to seasonal opening
- Onsite Training for Public Works and Streets departments
- Annual Inspections of all public pools
- Coordination and Support for Carrier Recommendations
- Orientation of New Safety Director
- Personal Safety Training Seminar

2025 Goals

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- Establishment of formal Safety Committee to include representation from all departments with monthly / quarterly meetings
- Review and update Safety Program
- Review and Update Employee Job Descriptions to include Physical Capacity Demands
- Review and Update Employee Safety Orientation process and procedure

Training Course	Completions
Office Workstation Ergonomics	97
Anti-Harassment Training for Employees - Multistate	78
Slips, Trips and Falls	71
Computer Workstation Safety	44
Fire Prevention in the Office	30
Abusive Workplace Conduct Prevention	28
Fire Prevention	27
Office Safety	25
Safe Lifting	20
Distracted Driving	16
Heat Stress	2

The USI service team has also coordinated insurance policy procurement and risk transfer for all Live on the Levee events for the past 3 years.

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Risk Management Standards for Municipalities

Organization for Loss Control - Safety Programs, Safety Committee Activities, Employee Training, Orientation of Seasonal Employees, Accident Reporting/ Investigation/ Follow-up Procedures, Employee Responsibilities, Management Support, ADA, Personnel Administration, Workplace Violence, Harassment, Contract Provisions, Council/ Board Training, Emergency Response/ Contingency Planning, Business Interruption

Workers Compensation- OSHA Activities, Cost Containment Programs, Return to Work, Light Duty Programs, Designated Medical Provider, Physical Demands Assessment, Hazard Communication, Ergonomics

Fleet Operations- Hiring Procedures, Background Checks, Defensive Driving Training, Safety Meetings, Vehicle Selection Criteria, Motor Vehicle Record Reviews, Inspection and Maintenance, Recordkeeping, Accident Procedures, Accident Reporting and Recordkeeping, Accident Follow-up and Review, Remedial Actions, Safety Rules, Seatbelt Use, Cell Phone Use Policy, DOT Standards, Commercial Driver Recordkeeping Practices

Public Safety- Haz Mat Programming, Mutual Aid Agreements, Infection Control

Police Department Policies- Certification Requirements, Routine, Emergency, and Pursuit Driving, Use of Force, including Deadly Force, Less-lethal Defensive Tools (such as tasers, PR-24's, OC spray, etc.) Search and Seizure Procedures Firearm Qualifications, Off-Duty Employment Arrest Procedures, Lawful Warrants Domestic Violence Citizen Complaints, Reviews of Critical Incidents and Automobile Accidents, Holding Facility Provisions

Fire Department- Fire Department Safety Officer Qualification, Fire Fighter Training, Confined Space Rescue Training, Fire Apparatus Driver Training, Inspection of Fire Apparatus, Protective Clothing Standards

Public Works, Parks and Recreation- Complaint Procedures, Work Zone Safety, Locating/ Marking of Utilities, Lock Out Program, Confined Space Training, Trenching Cross Connection Program, Heavy Equipment Operation, Chemical and Pesticide Safety, Tree Program, Sidewalks and Streets Inspection, Parks and Recreation Facilities Inspections, Pool Operation/ Safety, Public Events, Informed Consent/ Waiver of Liability Forms, Waste and Water Treatment, Operator Qualification, Security, Sewer Inspection/ Back- up Prevention

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Program Benefits

Utilizing the industry and technological experience of USI, the City of Charleston will gain a proven partner dedicated to taking a proactive approach to developing and maintaining an effective risk control program. A partnership with USI can make a significant difference to your bottom line by:

- Minimizing risks and exposures
- Increasing profitability and productivity
- Lowering insurance costs
- Providing a safer workplace
- Reducing operating costs
- Meeting regulatory compliance requirements
- Educating management, supervisors and employees

Program Development Goals

USI will consult with the City to accomplish the following actions:

- Develop overall, loss-related goals and objectives.
- Assist with the identification of specific loss trends, high loss areas, and target locations for focused loss control activity and control measures.
- Participate in the allocation of resources offered by USI to address real exposures to loss.
- Establish systems to monitor the impact of implemented programs on claims frequency and severity so that adjustments and/or modifications can be made to these programs/activities as needed.

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Analysis, Inspection and Evaluation Services

These services are designed to identify and evaluate the impact of loss exposures and risks of individual departments or collectively for the entire municipality. The analysis and evaluation process prioritizes the areas that can most economically benefit from further loss control activities. Audits and surveys may also be used on an on-going basis to monitor the effectiveness of loss control or safety programs currently in place. The types of analysis, inspection and evaluation services offered by USI include the following:

- Safety Program Analysis
- Comprehensive Safety Evaluations
- Property Exposure Analysis
- Specialized Risk Analysis
- Human Factors Analysis
- Environmental Risk Assessment
- Contract review
- Loss Prevention Programs
- Safety Program Documentation
- Injury Prevention Programs

Regulatory Compliance

Compliance with State and Federal regulations is essential to the successful operation of a municipality. USI's Federal/State compliance programs include three objectives:

1. Identify strengths and weaknesses with regard to regulatory compliance within each identified department.
2. Evaluate and discuss the specific loss control support service needs for each department.
3. Develop an agreed-upon corrective action plan with personnel indicating the program goals and objectives to be achieved in the coming year (these may involve activities to be accomplished by the municipality, the consultant or by other support services).

Sample service plan items include:

- City-wide employee safety training courses for all City employees.
- Four Monthly facility safety audits with written report of findings and recommendations.
- Monthly employee safety training courses targeting specific departments

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- Review and make recommendations to the City's: Risk management and safety Manuals by department, HR & Personnel Policies, Law Enforcement policies and procedures, and Cyber liability.
- Annual Defensive Driving Training with certification.
- Annual CPR/First Aid Training with certification.
- Annual Employee Flagger Training with certification.
- Annual audit and update of current risk management and employee safety manuals, policies, and procedures.
- Development and implementation of new employee safety orientation program.
- Immediate accident/incident investigation
- Charleston Police Department and the Charleston Fire Department in an effort to provide the safest facilities and environmental opportunities possible for each force.
- Monitor all construction projects.
- Monitor all claims and incidents
- Examination of all property/liability/workers Compensation losses
- Implement plan to reduce and eliminate future recurrence.
- Special Projects as directed by the City of Charleston Administration.

USI's municipal compliance programs include:

- Hazard Communication
- Confined Space Entry
- Emergency Preparedness
- Hazard Communication
- Personal Protective Equipment (PPE) & Hazard Assessments
- Procedure Manual Development
- Recordkeeping
- Training Records

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Training and Education

USI will provide the city with training based on needs identified by both loss experience data and the municipality's risk management team.

Available programs include, but are not limited to:

- **General**

- » Office Safety-Video Display Terminals
- » Sexual Harassment
- » Violence in the Workplace
- » Defensive Driving
- » Accident Investigation
- » Supervisory Safety Concepts
- » Hazard Recognition and Control

- **Public Works**

- » Hand/Power Tool Safety
- » Electrical Safety
- » Bloodborne Pathogens
- » Lockout/Tagout
- » Personal Protective Equipment
- » Slip/Trip/Fall Awareness
- » Confined Space Entry
- » Excavation/Trenching
- » Complaint Procedures
- » Work Zone Safety
- » Locating/ Marking of Utilities

- » Lock Out Program
- » Confined Space Training
- » Trenching Cross Connection Program
- » Heavy Equipment Operation
- » Chemical and Pesticide Safety
- » Tree Program
- » Sidewalks and Streets Inspection
- » Parks and Recreation Facilities Inspections
- » Pool Operation/ Safety
- » Public Events
- » Informed Consent/ Waiver of Liability Forms
- » Waste and Water Treatment
- » Operator Qualification
- » Security
- » Sewer Inspection/ Back- up Prevention
- » Street Maintenance/Traffic Control
- » Lawn Maintenance
- » Miscellaneous Forestry Operations
- » Flagger Certification
- » Seasonal Needs
- » Summer Orientation

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- » Cold Exposure
- » Heat Stress
- » Snow Removal

- **Police/Fire**

- » Bloodborne Pathogens
- » Defensive Driver Course: Liability
- » Back Injury Prevention
- » Chemical “Right-to-Know”
- » Lifting—Back Injury Prevention
- » Ladder Safety
- » Certification Requirements
- » Routine Emergency, and Pursuit Driving
- » Use of Force, including Deadly Force
- » Less Lethal Defensive Tools
- » Search and Seizure Procedures
- » Firearm Qualifications
- » Off-Duty Employment Arrest Procedures
- » Lawful Warrants
- » Domestic Violence Citizen Complaints
- » Reviews of Critical Incidents
- » Review of Automobile Accidents
- » Holding Facility Provisions

- **Specialized Services**

- » Appraisal Services

- » Customized Web Platform
- » Crisis Management and Response
- » Employment Practices Liability
- » Ergonomics
- » Fire Protection and Engineering
- » Playground Safety Services

- **Transportation and Fleet Safety**

- » Hiring Procedures
- » Background Checks
- » Defensive Driving Training
- » Safety Meetings
- » Vehicle Selection Criteria
- » Motor Vehicle Record Reviews
- » Inspection and Maintenance
- » Recordkeeping
- » Accident Procedures
- » Accident Reporting and Recordkeeping
- » Accident Follow-up and Review
- » Remedial Actions
- » Safety Rules
- » Seatbelt Use
- » Cell Phone Use Policy
- » DOT Standards
- » Commercial Driver Recordkeeping Practices

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The best safety management programs are pro-active, flexible and able to respond quickly to the needs at hand. USI provides a team of qualified, experienced safety professionals readily available to help your organization meet its safety management goals and objectives.

PARTNERING WITH YOU TO CREATE POWERFUL RESULTS

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The following are some of the value-added services we provide:

eRisk Hub®

Resources to help prevent and mitigate network and privacy breaches

Breach Coach™ – Our Breach Coach service, staffed by attorneys who are certified privacy professionals, provides immediate triage assistance in the event of a breach.

News center – The news center keeps you up to date with cyber risk stories, security and compliance blogs, security news, risk management events, statistics, and helpful industry links.

Learning center – The learning center contains best-practices articles and white papers written by leading technical and legal professionals on compliance, network security, privacy, and breach recovery.

eRisk resources directory – From security consultants, to specialists, to forensic investigators, to eDiscovery specialists, the eRisk resources directory helps you quickly find external resources with deep experience in pre- and post-breach disciplines. Information about their services, pricing, and key personnel is provided.

USI Connect®

Access valuable resources for risk management 24/7

A one-stop resource for your business with information resources on a wide range of topics:

- Get breaking legislative updates first
 - Access thousands of compliances, risk management, safety, and workers' compensation resources relevant to you
- See how your company compares to similar firms through an online forum
- Content can be tailored to your business with intuitive, easy-to-use software
- Online OSHA log makes recordkeeping easy
- Create OSHA forms and reports in seconds
- Added resource link library for relevant online information
 - Connect with risk management professionals across the country to ask questions and discuss best practices through the online forum feature

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USI Risk Management Center®

Providing comprehensive safety, claims, and human resources library and suite of software and online solutions

USI's Risk Management Center (RMC) is a web-based portal and provides a comprehensive, online library of resources for Safety, Wellness, Claims and Human Resources. The Safety Resource library offers online courses in both English and Spanish. It also includes Ask the Expert, a direct link to contact USI's Risk Control Team with any safety-related questions. The Risk Management Center's platform is offered free of charge as a value-added benefit to clients of USI and includes:

Sample Policies and Written Programs	Safety Talks
Online and PowerPoint Training Materials	Posters
Quizzes	Streaming Video Library

Included in the RMC's suite of customizable software solutions are the following:

Incident Tracker (OSHA Recordkeeping)	Audit Tracker
Certificate of Insurance (COI) Tracking	Hazard Assessment Tool
Training Tracker Learning Management System (LMS)	Safety Data Sheet (SDS) Management
	HR and Benefits Essentials

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USI Disclosures

Direct Bill DISCLOSURE: The Insurance Company operates independently for the financing of your insurance premium. Your agreement to finance this premium is directly with the insurance company and not USI Insurance Services.

If payment is not received by the due date, the insurance company could cancel your insurance policy(s) for non-payment of premium. The insurance company has the right to honor the cancellation date and **NOT** offer reinstatement or rewrite the insurance coverage.

We are not in a position to make monthly reminders or verify that your payment was received. Please take the necessary action to avoid possible cancellation of your insurance policy(s) which you are paying directly to the insurance company.

Information Concerning Our Fees: As a licensed insurance producer, USI is authorized to confer with or advise our clients and prospective clients concerning substantive benefits, terms or conditions of insurance contracts, to sell insurance and to obtain insurance coverages for our clients. You have agreed to pay compensation to USI, for the placement of insurance, pursuant to a written agreement.

Document Delivery DISCLOSURE: USI strives to make your interactions with us easy and efficient. Therefore, we intend to deliver your policy and all policy-related documents electronically through our InsurLink client portal or through email. If you do not wish to receive these documents electronically or if you would like a paper copy of any or all documents at no cost to you, please notify your client service representative in writing. If your email or electronic contact information changes, please notify your client service representative in writing.

Reviewing Client Contracts DISCLOSURE: As a service to our clients, upon their request, USI will review those portions of your contract regarding the insurance and indemnity requirements as they relate to your insurance program and provide comments and/or recommendations based upon such review. This service should not be taken as legal advice and it does not replace the need for review by the insured's own legal counsel.

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USI Privacy Notice

Our Privacy Promise to You

USI provides this notice to you, our customer, so that you will know what we will do with the personal information, personal financial and health information (collectively referred to as the “protected information”) that we may receive from you directly or receive from your health care provider or receive from another source that you have authorized to send us your protected information. We at USI are concerned about your privacy and assure you that we will do what is required of us to safeguard your protected information.

What types of information will we be collecting?

USI collects information from you required both for our business and pursuant to regulatory requirements. Without it, we cannot provide our products and services for you. We will collect protected information about you from:

- Applications or other forms, such as name, address, Social Security number, assets and income, employment status and dependent information.
- Your transactions with us or your transactions with others, such as account activity, payment history, and products and services purchased.
- Consumer reporting agencies, such as credit relationships and credit history. These agencies may retain their reports and share them with others who use their services.
- Other individuals, businesses and agencies, such as medical and demographic information; and
- Visitors to our websites, such as information from on-line forms, site visitorship data and on-line information collection devices, commonly called “cookies.”

What will we do with your protected information?

The information USI gathers is shared within our company to help us maximize the services we can provide to our customers. We will only disclose your protected information as is necessary for us to provide the insurance products and services you expect from us. USI does not sell your protected information to third parties, nor does it sell or share customer lists.

We may also disclose all the information described above to third parties with which we contract for services. In addition, we may disclose your protected information to medical care institutions or medical professionals, insurance regulatory authorities, law enforcement or other government authorities, or to affiliated or nonaffiliated third parties as is reasonably necessary to conduct our business or as otherwise permitted by law.

Our Security Procedures

At USI, we have put in place the highest measures to ensure the security and confidentiality of customer information. We will handle the protected information we receive by restricting access to the protected information about you to those employees and agents of ours who need to know that information to provide you with our products or services or to otherwise conduct our business, including actuarial or research studies. Our computer database

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has multiple levels of security to protect against threats or hazards to the integrity of customer records, and to protect against unauthorized access to records that may harm or inconvenience our customers. We maintain physical, electronic, and procedural safeguards that comply with federal and state regulations to safeguard all your protected information.

Our Legal Use of Information

We retain the right to use ideas, concepts, know-how, or techniques contained in any nonpublic personal information you provide to us for our own purposes, including developing and marketing products and services.

Your Right to Review Your Records

You have the right to review the protected information about you relating to any insurance or annuity product issued by us that we could reasonably locate and retrieve. You may also request that we correct, amend or delete any inaccurate information by writing to us at the above address.

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Insurance Carrier Ratings

As a service to our clients, USI is furnishing an assessment by a financial rating service of the insurance companies included in our proposal. We are including the legends used by this service.

All ratings are subject to periodic review; therefore, it is important to obtain updated ratings from each service. Should you desire further information concerning the financial statements of any of the insurance companies being proposed, so that you can make your own assessment of the financial strength of the companies being offered, it is available from USI at your request.

USI has made no attempt to determine independently the financial capacity of the insurance companies that we are including in our proposal as we believe the nationally recognized services are better equipped to comment.

A. M. BEST RATINGS

A++ & A+	Superior	D	Poor
A & A-	Excellent	E	Under Regulatory Supervision
B++ & B+	Good	F	In Liquidation
B & B-	Fair	S	Rating Suspended
C++ & C+	Marginal	NR	Not Rated

FINANCIAL SIZE CATEGORY

(In \$ Thousands)

Class I	Less than	to	1,000
Class II	1,000	to	2,000
Class III	2,000	to	5,000
Class IV	5,000	to	10,000
Class V	10,000	to	25,000
Class VI	25,000	to	50,000
Class VII	50,000	to	100,000
Class VIII	100,000	to	250,000
Class IX	250,000	to	500,000
Class X	500,000	to	750,000
Class XI	750,000	to	1,000,000
Class XII	1,000,000	to	1,250,000

This proposal is merely a descriptive summary of coverage provided by the insurance companies being proposed and should be used for reference purposes only; it is not a binder and does not amend or alter the insurance contract. Please refer to the policy contract for specific terms, conditions, limitations, and exclusions.

Class XIII	1,250,000	to	1,500,000
Class XIV	1,500,000	to	2,000,000
Class XV	2,000,000	to	or greater

RATING "NOT ASSIGNED" CLASSIFICATIONS

NR-1 Insufficient Data

NR-3 Rating Procedure Inapplicable

NR-5 Not Formally Followed

NR-2 Insufficient Size and/or Operating Experience

NR-4 Company Request

This proposal is merely a descriptive summary of coverage provided by the insurance companies being proposed and should be used for reference purposes only; it is not a binder and does not amend or alter the insurance contract. Please refer to the policy contract for specific terms, conditions, limitations, and exclusions.

Agency Bill Payment Options

We sincerely appreciate the opportunity to service your insurance needs. We believe good credit relationships are established by making our clients aware in advance of the terms of our payment procedures.

OUR BASIC PAYMENT PLAN IS THAT ALL PAYMENTS ARE DUE ON OR BEFORE THE EFFECTIVE DATE OF COVERAGE. THERE ARE THREE METHODS OF PAYMENT AVAILABLE:

-CASH ON EFFECTIVE DATE
-PREMIUM FINANCING BY A PREMIUM FINANCE COMPANY
-INSURANCE COMPANY PAYMENT PLAN, IF AVAILABLE

Please note that USI Insurance Services LLC and its subsidiaries and affiliates do not provide customer financing.

In some instances, you will receive invoices covering additions or changes to your coverage, endorsements. These invoices are payable upon receipt. You will receive a monthly statement of your account as a reminder as we realize that it is occasionally possible to miss a payment through oversight. Accounts with payments past due are subject to cancellation for non-payment. This is a serious situation as your insurer may refuse to reinstate coverage even if payment is made later. Accounts are subject, but not limited to, reasonable attorney fees, interest, collection fees and/or court costs incurred in connection with collection of past due balances.

PAYMENTS: Please remember to return the remittance copy of the invoice with your payment in the envelope provided. Otherwise, all payments will be applied to your oldest balance or left unapplied if we cannot identify the applicable invoice being paid.

CREDITS: Credit invoices may be applied against other invoices due us. Please indicate in your remittance or contact us as to where to apply credit invoices on your account.

These payment procedures will apply for any and all policy renewals or future business written.

If you have any questions concerning our payment procedures or any other matters pertaining to account payments, please contact your insurance representative.

This proposal is merely a descriptive summary of coverage provided by the insurance companies being proposed and should be used for reference purposes only; it is not a binder and does not amend or alter the insurance contract. Please refer to the policy contract for specific terms, conditions, limitations, and exclusions.

Premium Summary

Coverage	Term	Carrier	AM Best Rating	Admitted or Non-Admitted	Proposed Term Premium
Worker's Compensation	2025-2026	SummitPoint Insurance Company	A	Admitted	\$274,049
Risk Control Services/Fee Agreement/Live on the Levee -Special Event Policies	2025-2026	USI Insurance	N/A	N/A	\$75,000
TOTAL ESTIMATED ANNUAL PREMIUM					\$349,049.00

Binding Requirements:

- USI's "Client Authorization to Bind" signed by the insured.
- Premium Deposit - Please see Deposit Information on the previous page.
- A Signed Large Deductible Program Plan Agreement
- Loss Fund Amount of \$75,000.00
- Letter of Credit or Other Collateral a Letters of Credit* (LOC) Collateral requirements:
 - Amount Required for ALL Policy Years: \$705,000.00
 - Currently Holding for Historical Policy Years: \$.00
 - Additional Amount Due: \$705,000.00
 - *Letters of Credit are required to be in Encova's approved format and issued by a NAIC-approved bank. An Encova-approved LOC form is attached. For a list of NAIC approved banks please refer to the NAIC List of Qualified U.S. Financial Institutions.

The following payments and documents are due prior to the effective date of your Policy or Policy Renewal.

- ❖ Premium Deposit - Please see Deposit Information on the next page
- ❖ A Signed Large Deductible Program Plan Agreement
- ❖ Loss Fund Amount of \$75,000.00
- ❖ Letter of Credit or Other Collateral as specified
 - o Must be in Encova's approved format (Attached)
 - o Must be issued by an Encova-approved bank

All documents requiring a signature must be signed by an authorized representative of the Insured.

This proposal is merely a descriptive summary of coverage provided by the insurance companies being proposed and should be used for reference purposes only; it is not a binder and does not amend or alter the insurance contract. Please refer to the policy contract for specific terms, conditions, limitations, and exclusions.

Payment Terms:

Encova- 11 Installment payments to Encova Insurance. The 1st installment of \$41,107.00 is due on 3/31/2025.

Bill Date	Amount Due
▪ 03/31/2025	\$41,107.00
▪ 05/01/2025	\$23,294.00
▪ 05/31/2025	\$23,294.00
▪ 07/01/2025	\$23,294.00
▪ 07/31/2025	\$23,294.00
▪ 08/31/2025	\$23,294.00
▪ 10/01/2025	\$23,294.00
▪ 10/31/2025	\$23,294.00
▪ 12/01/2025	\$23,294.00
▪ 12/31/2025	\$23,294.00
▪ 01/31/2026	\$23,296.00

USI - Quarterly installment payments to USI Insurance Services, LLC. 1st Installment payment of \$18,750 is due on 3/31/2025.

Bill Date	Amount Due
▪ 03/31/2025	\$18,750.00
▪ 07/31/2025	\$18,750.00
▪ 10/31/2025	\$18,750.00
▪ 01/31/2026	\$18,750.00

Note:

In evaluating your exposure to loss, we have been dependent upon the information provided by you. If there are other areas that need to be evaluated prior to binding coverage, please bring these areas to our attention. Should any of your exposures change after coverage is bound, such as your beginning new operation, hiring employees in new states, buying additional property, etc., please let us know so proper coverage(s) can be discussed.

Higher limits may be available. Please contact us if you would like a quote for higher limits.

This proposal is merely a descriptive summary of coverage provided by the insurance companies being proposed and should be used for reference purposes only; it is not a binder and does not amend or alter the insurance contract. Please refer to the policy contract for specific terms, conditions, limitations, and exclusions.

Client Authorization to Bind

Important Information - Coverage cannot be bound when severe weather is threatening regardless of the expiration date.

After careful consideration of your proposal dated January 24, 2025, we accept your insurance program as presented with the following exceptions, changes, and/or recommendations:

Client Signature

Date Signed

City of Charleston

This proposal is merely a descriptive summary of coverage provided by the insurance companies being proposed and should be used for reference purposes only; it is not a binder and does not amend or alter the insurance contract. Please refer to the policy contract for specific terms, conditions, limitations, and exclusions.



Self Insurance Proposal February 19, 2025

City of Charleston Claim Handling

Package coverages, terms, conditions, and exclusions are only briefly outlined. For complete provisions, please refer to the coverage contract.

For additional information, please contact: Member Services at (844) 986-2705 or info@riskprograms.com



WELCOME TO WVcorp

WVcorp was established in 2007 at the request of West Virginia counties seeking to break from the status quo of the commercial insurance industry and assert more control over their risk management and coverage needs. Today, we are the only self-insurance risk pool for public entities in the state. We provide coverage to more counties and county-related agencies than any other provider, and we attribute our extraordinary success to the strength of our members. As a member, you are so much more than a customer. You are a part of WVcorp itself! Our membership is at the heart of everything we do, and this member-centric focus has driven us to emerge as a leader in developing coverage solutions. We are a one-stop-shop when it comes to safeguarding your peace of mind – capable of addressing all of your risk management needs, including coverage for:

Property	General Liability	Workers' Compensation
Inland Marine	Public Officials Liability	Business Automobile
Equipment Breakdown	Law Enforcement Liability	Cyber Risk
Crime	Environmental Liability	Excess Liability Limits

WELCOME TO WVcorp

YOU'RE CHOOSING OWNERSHIP

At WVcorp, you are an owner of the program and its assets. Unlike traditional insurance providers, we have no outside owners, investors or shareholders expecting dividends or profits to be generated from our programs. Rather than profit-minded executives making decisions, we have a Supervisory Board elected from and by our members. The Board approves all major risk pool decisions, and as a voting member, you have a direct voice in the decisions that matter most to your organization.

In choosing WVcorp, you are choosing a partner that is unlike any traditional insurance provider for one reason: you are truly our primary concern.



YOU'RE CHOOSING PRICE STABILITY

No one likes surprises. The pool was founded to provide an alternative to the commercial insurance marketplace, in part based on the principle of providing price stability. This long-standing ideal has guided our decisions since day one. While the commercial market has seen considerable volatility and rate increases,

and competitors have stripped away coverages to combat rate increases, the pool has enjoyed rate stability for more than a decade, even as we've consistently expanded coverages. It all adds up to giving you peace of mind that rates will remain predictable, aiding in long-term planning and budgeting.

YOU'RE CHOOSING SPECIALIZED PROTECTION

We were created by public entities, service only public entities, and are directed by our Board elected from within our membership. This gives our organization remarkable focus, and it's allowed us to grow our team with experts that know your organization and its unique needs, because serving partners like you is all we do. It also means we're able to keep ahead of regulatory and other changes as or even before

they happen, adjusting coverages or creating new programs as needed.

Our expert Risk Control team works directly with members to provide employee training, safety audits, or consult on relevant risk management topics to help prevent claims from occurring. It's all part of our commitment to address your need for protection holistically.



YOU'RE CHOOSING TRANSPARENCY

We're proud of the products and services we offer, so we feel there's no need to play games or hide behind gimmicks. Although our policy period begins on July 1, renewal quotes are distributed as early as mid-March, giving you ample time to prepare your budget. We empower members to run your own loss reports at the click of a button on our website without having to request that information through an agent. Because we're partners when it comes to protecting your assets, we openly share every bit of information we have for each of your claims. With our online claim viewer, we bring you behind the curtain and give you the same access to financials and notes that our adjusters have themselves.

MEMBERSHIP HIGHLIGHTS

WEBSITE

- Intuitive, user-friendly design
- Claims reporting with instantaneous claim number
- Risk management tools and templates
- Downloadable employee training presentations and webinars
- Customizable loss reports
- Claim viewer giving access to claim summaries, financials, and adjuster notes
- Property and vehicle schedule editing tool
- Certificates of insurance request feature

RISK CONTROL

- Facility safety assessments
- Certified Playground Safety Inspectors (CPSI)
- Risk management policy creation and consultation
- In person and web-based employee training – safety, liability, human resource, cyber security, and more
- Loss analysis
- Safety committee assistance and participation
- Up to 14 hours of approved CE-credits for law enforcement
- Hot topic workshops presented at various conferences across West Virginia



For more than a decade, WVcorp has been a leader in creating innovative, member-centric solutions to the unique challenges faced by West Virginia's public sector entities. As a pool participant, you can take advantage of WVcorp's vast array of membership benefits.

WORKERS' COMPENSATION

- Medical Bill Review provides savings across multiple medical provider networks to ensure cost effective treatment
- First Fill program so employees have no “out of pocket” for prescriptions

CYBER RISK

- Comprehensive cyber risk coverage like no other West Virginia provider
- No deductible
- Optional limits up to \$5,000,000
- Designated breach coach guides legal guidance on cyber incidents
- Live and webinar based cyber security training available

SERVICES

- Property valuations provided at no charge
- Investigations unit available for claim surveillance and analysis
- Tenant User Liability Insurance Program (TULIP) makes it simple to acquire short-term event coverage for facility users
- Contract and lease review to ensure adequate coverage requirements
- Safelite Auto Glass direct billing allows for quick and painless glass replacement; with a deductible waiver with glass repairs

COVERAGE

- Guaranteed replacement cost on property coverage
- No annual aggregate on general liability coverage
- Pollution liability coverage for first party and third party clean up
- Optional increased crime coverage limits available
- Defense coverage for EEOC and HCR complaints included





**2024 – 2025 Workers Compensation Claim Handling Quote for
City of Charleston**

- Lost Time and Litigated Claims - \$850 per claim
- Medical Only Claims - \$200 per claim
- Minimum Handling Fee of \$15,000/Maximum Handling Fee of \$20,000
- WC Bill Review \$7.50 Per Bill & 22% of Audit or any PPO Savings
- \$5,000 for Data Migration

The City of Charleston will be responsible for any Self Insurance Assessments and Regulatory Surcharges after 3/31/2024.

WVcorp will need to create a deposit account funded by the City to pay claims since we would no longer be collecting WC premium. All billings will be quarterly.



UNDERSTAND. SERVICE. INNOVATE.

BROKERAGE SERVICE FEE AGREEMENT

THIS AGREEMENT, effective as of March 31, 2025, is by City of Charleston (City), 501 Virginia Street, Charleston, WV 25301 and USI Insurance Services LLC ("USI"), located at 300 Kanawha Blvd., East, Suite 310, Charleston, WV 25301.

WHEREAS, Client has appointed USI as its broker of record for Client's insurance program described below, and

NOW, THEREFORE, in consideration of the following, Client agrees to engage USI, and USI hereby agrees to perform the services described below.

1. **LINES OF INSURANCE COVERAGE**

THIS AGREEMENT is entered into with respect to the following line(s) of insurance coverage and for which Client agrees to retain USI as its Risk Manager & Insurance Consultant:

**Liability
Workers' Compensation
Special Event Policies**

2. **SCOPE OF SERVICES**

Risk Management

Organization for Loss Control - Safety Programs, Safety Committee Activities, Employee Training, Orientation of Seasonal Employees, Accident Reporting/ Investigation/ Follow-up Procedures, Employee Responsibilities, Management Support, ADA, Personnel Administration, Workplace Violence, Harassment, Contract Provisions, Council/ Board Training, Emergency Response/ Contingency Planning, Business Interruption

Workers Compensation- OSHA Activities, Cost Containment Programs, Return to Work, Light Duty Programs, Designated Medical Provider, Physical Demands Assessment, Hazard Communication, Ergonomics

Fleet Operations- Hiring Procedures, Background Checks, Defensive Driving Training, Safety Meetings, Vehicle Selection Criteria, Motor Vehicle Record Reviews, Inspection and Maintenance, Recordkeeping, Accident Procedures, Accident Reporting and Recordkeeping, Accident Follow-up and Review, Remedial Actions, Safety Rules, Seatbelt Use, Cell Phone Use Policy, DOT Standards, Commercial Driver Recordkeeping Practices

Public Safety- Haz Mat Programming, Mutual Aid Agreements, Infection Control



Public Works, Parks and Recreation- Complaint Procedures, Work Zone Safety, Locating/ Marking of Utilities, Lock Out Program, Confined Space Training, Trenching Cross Connection Program, Heavy Equipment Operation, Chemical and Pesticide Safety, Tree Program, Sidewalks and Streets Inspection, Parks and Recreation Facilities Inspections, Pool Operation/ Safety, Public Events, Informed Consent/ Waiver of Liability Forms, Waste and Water Treatment, Operator Qualification, Security, Sewer Inspection/ Back- up Prevention

Manage Relationships

Accountability – Ultimately accountable for all aspects of service delivery to the Client.

Direct and Organize service teams – Ensure that all teams servicing a client are fully integrated, are clear as to Client expectations, and that resources are made available.

Frequent Client contact – Establish a program for visits for regular updates, reaffirmation of plans and objectives, and for the annual stewardship review.

Monitor Client objectives – Anticipate and probe for new information to adjust USI's services or the Client's risk management programs accordingly.

Review and Address Client Needs

Client needs analysis – Understand the client's unique needs and be able to respond to those needs through the appropriate product and service offerings.

Industry knowledge – Understand the current issues in your education environment so that we can develop and maintain a responsive and dynamic risk management strategy.

Service delivery – Ensure that USI delivers high quality service, within the Client's expected timeframes, to meet or exceed the Client's expectations.

Compliance – Ensure strict adherence to laws and regulations involving the placement of insurance policies, payment of premiums, and giving and receiving of notices.



Partnership Development

Stewardship reviews – USI provides an annual stewardship review that summarizes the services provided in the previous year, special projects undertaken, coverage recommendations, and emerging issues.

Client satisfaction – USI asks for the Client’s feedback on our performance annually at a minimum.

Procedural issues – USI ensure that there are written protocols in place, especially for claims handling.

As part of our ongoing assistance in managing the Client’s risks, USI’s account team can:

Communication and Reporting

At the beginning of our relationship with the City of Charleston and as part of an annual stewardship plan, our team of professionals will be available to meet regularly with Client representatives. USI believes regular meetings are important to address ongoing and changing exposures and frequent communication enhances our ability to satisfy the Client’s business needs.

Stewardship Reporting

USI will provide the Client with an annual stewardship report. In addition to setting objectives, the report illustrates how USI service team manages the Client’s risk management program and the Client’s total cost of risk. The report reviews:

- Key accomplishments since the relationship inception.
- Status of goals and action plans for the current year, including our recommended renewal objectives.¹
- An analysis of the current insurance market with projections of future conditions.
- The service team dedicated to serve you.
- USI support services, including risk control, claims, and financial services. A detailed listed of Risk Control Services are as follows:

¹ No insurance carrier or pool will be excluded from offering future renewal quotes to the City though USI unless such carriers or pools are explicitly excluded by the written direction of the City Manager.



List of Risk Control Services

USI consultants' partner with our clients to identify, target, and correct specific ergonomics issues and concerns. USI incorporates both engineering and administrative controls to reduce workplace risk factors and increase overall productivity. USI assists our Client by designing and re-designing projects to create work areas that are best suited to the staff and work processes. USI also offers a variety of training programs to educate the workforce on ergonomic principles and human factors, combining lecture and hands-on activities to maximize adult learning and retention. USI's philosophy is to use basic ergonomic principles to reduce injury, improve the overall work processes, and increase productivity. Programs are designed to sustain the improvements made after the consulting project has ended.

Injury Prevention

USI's process is to first identify the primary causes of injury and the areas in which they occur. USI targets those high frequency areas and develops customized solutions to best address and mitigate losses. USI's expertise lies in creating programs tailored to our Client's specific concerns using existing protocols and employee and management involvement to ensure that our programs are fully integrated into the existing culture and environment. USI can create customized programs addressing areas such as machine guarding, lockout/tagout, hazard communications, NFPA 101 Life Safety, manual materials handling, behavior-based safety and preventing slips, trips and falls.

Safety Management

USI's casualty specialists can provide a comprehensive examination of the Client's operational exposures. This evaluation can reveal the strengths and weaknesses of existing safety programs, management systems, and operational controls. USI will work with the Client's management team to develop and implement solutions to reduce risk.

Training and Education

Safe work practices are the key to success of any loss prevention program. Job safety education has been shown to increase not only safety performance, but quality and productivity as well. USI has developed management – and employee – oriented safety programs for many specific industries. USI maintains a technical resource library of the latest codes and applicable standards.

Fleet Safety

USI Insurance Services Fleet Services provides Clients with expertise in Department of Transportation (DOT) regulations and transportation best practices. USI consultants provide up-to-date information on state and federal regulations, provide driver training to comply with those regulations, and create customized policies specific to the Client's business. USI's goal is to provide clients and their drivers with the training and information necessary to enhance overall vehicle safety and ensure regulatory compliance.



Property Protection Consulting

USI assists our Clients in evaluating risk to their assets and determining loss scenarios to better enable them to protect and adequately insure their assets. Services include benchmarking, analyzing loss experiences, cost-benefit analysis, plan review, code dispute, and loss investigations. USI conducts interdependency studies and supply chain exposures to contingent business interruption exposures to determine vulnerabilities and solutions.

USI consultants can help the Client systematically identify critical business functions, prioritize their impact on the business, and develop cost-effective recovery strategies to minimize disruptions to these operations. Our plans address seasonal issues, supply chain, vendor and Client agreements, as well as communication protocols. USI can also assist Clients with plan maintenance and facilitate testing exercises. USI Business Continuity Practice Group is comprised of certified consultants with specific expertise in operational recovery, disaster recovery, emergency response, and crisis management.

Safety Management Seminars

USI's Loss Control Consultants (who average more than 20 years' experience) can conduct high insightful and timely seminars with managers and supervisors as our target audience. Two of our senior consultants hold teaching degrees and also have Federal Certifications as Training Instructors. USI has developed a number of seminar topics exclusively for municipality entities. USI will travel to the Client's location, provide our own audio/visual equipment and furnish all instructional materials. Depending on the topic, these seminars are usually from one to three hours in length and involve active audience participation. With adequate advance notice, these seminars can be customized to a specific target audience. Note: these seminars are proprietary in nature and the intellectual property of USI Insurance Services.

In respect to all Loss Control and Engineering services described above, USI does not offer any warranty, either express or implied, that such services shall result in either monetary savings or claim payments by insurers to Client. In addition, Client acknowledges that USI, in performing a Loss Control analysis, cannot identify or detect every possible hazard, risk or legal violation that may be present in Client's operation or premises.

The services to be provided by USI hereunder are provided for the exclusive benefit of the Client. The services, recommendations, proposals and information provided by USI are not to be distributed to, used by or relied upon by other parties. Furthermore, if the services to be provided by USI hereunder shall be deemed by Client to apply to any insurance policy/policies that was in effect prior to the effective date of this Agreement, then USI's services shall not be assumed by Client to remedy or resolve any deficiencies in such policy/policies. USI will neither assume nor accept liability for any deficiencies, errors or oversights inherent in such policy/policies until such time as USI has had adequate opportunity to review such policy/policies and to provide recommendations to Client concerning same.

Additional Services

The services described above are the only services to be provided by USI to Client



under this Agreement. Any additional services requested by Client, and any related compensation, shall be separately negotiated by USI and Client and described in an amendment to this Agreement.

Notwithstanding the foregoing, to the extent that state law prohibits value added services that are unrelated to the insurance products being sold, this Agreement may be modified so that the scope of services and the corresponding compensation therefore is compliant under state law.

3. BASIS OF COMPENSATION

In consideration of the services provided by USI, Client will pay USI an annual fee of \$75,000 for the second year of this agreement, and will be paid as follows:

03/31/2025	\$18,750.00
07/31/2025	\$18,750.00
10/31/2025	\$18,750.00
01/31/2026	\$18,750.00

In the event this Agreement is terminated prior to the expiration of the contract term, the fees will be prorated on a daily basis.

In the event of the renewal of this Agreement, payments of such fee installments shall continue to be made on the annual anniversaries of these payment dates.

In the event of mergers, acquisitions, or other substantial changes in Client's business which result in a material increase in the work required of USI under this Agreement, the fee set forth above shall be subject to good faith re-negotiation. **However, no renegotiation shall be valid until the Client signs a written memorandum specifying the additional compensation.** In the event that Client requests USI to place new lines of insurance, USI will be entitled to accept commissions on such placements, unless USI and Client modify this Agreement to take into account the additional services which will be provided to Client.

4. TERM OF CONTRACT

The initial term of this Agreement shall be for one year years beginning on March 31, 2025 and ending on March 31, 2026.

5. TERMINATION OF AGREEMENT

Either Party may terminate this Agreement with 60 day's written notice to the other party for any reason and at any time. All notices to the City shall be sent to the attention of the City Manager, 501 Virginia Street East, Charleston, WV 25301. All notices to USI shall be sent to the attention of Dave Stacy, USI Insurance Services LLC, 300 Kanawha Blvd., East, Suite 310, Charleston, WV 25301.



UNDERSTAND. SERVICE. INNOVATE.

USI's obligation to render the services under this Agreement ends on the effective date of termination of this Agreement. USI will assist in the orderly transition of matters to Client or to a new insurance broker. Claims and premium or other adjustments may arise after our relationship ends, and we have no responsibility to handle these things after termination of the Agreement. Such items are normally handled by the insurance broker serving you at the time the claim or adjustment arises. However, USI may provide services after the termination of this Agreement for mutually agreed additional compensation. Nevertheless, we will, process all remaining deposit premium installments on the policy(ies) in effect at the time of change.

6. ASSIGNMENT

Neither Client nor USI shall assign, solicit or transfer their rights or obligations under this Agreement without prior written consent of the other, and such consent shall not be unreasonably withheld.

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7. CONFIDENTIALITY

"Confidential Information" shall mean non-public information revealed by or through a party to this agreement (a "Disclosing Party") to the other party (a "Receiving Party") including (a) information expressly or implicitly identified as originating with or belonging to third parties, or marked or disclosed as confidential, (b) information traditionally recognized as proprietary trade secrets, and (c) all forms and types of financial, business (including customer information), scientific, technical, economic, or engineering information, including patterns, plans, compilations, program devices, formulas, designs, prototypes, methods, techniques, processes, procedures, programs or codes, whether tangible or intangible, and whether or how stored, compiled, or memorialized physically, electronically, graphically, photographically, or in writing.

- A. As to any Confidential Information disclosed by the Disclosing Party to the Receiving Party, the Receiving Party will take reasonable precautions in accordance with procedures it follows with respect to its own important confidential information to prevent disclosure, directly or indirectly, of all or any portion of the Confidential Information.
- B. Except as may be required by law or legal process, the Receiving Party agrees not to otherwise use the Confidential Information obtained hereunder in the absence of a written letter agreement with Disclosing Party. The Receiving Party further agrees to return to Disclosing Party all Confidential Information received hereunder upon written request therefore.
- C. The obligations hereunder remain in full force and effect until and unless: (a) the Receiving Party can show that such Confidential Information was in the Receiving Party's possession prior to the date of the disclosure by Disclosing Party; or (b) such Confidential Information was obtained by the Receiving Party after the date of this Agreement from a party other than Disclosing Party, and the receiving party has no knowledge that said party is under an obligation of confidentiality to the Disclosing Party with respect to such information; or (c) such Confidential Information becomes generally available to the trade, or to the public, through sources other than Receiving Party; or (d) such Confidential Information is developed at any time by the Receiving Party independent of information or materials disclosed by Disclosing Party to the Receiving Party.
- D. In the event that the Receiving Party is requested or required (by oral questions, interrogatories, requests for information or documents, subpoena, civil investigative demand or similar process) to disclose any Confidential Information furnished by the Disclosing Party, it is agreed that the Receiving Party will cooperate with the Disclosing Party and provide the Disclosing Party with prompt notice of such request(s) or requirement(s) so that the Disclosing Party may seek an appropriate protective order, at its sole cost, or waive compliance by the Receiving Party with the provisions of this Agreement. If, in the absence of a protective order or the receipt of a waiver hereunder, the Receiving Party is nonetheless, in the opinion of the Receiving Party, legally



required to disclose the Confidential Information forwarded by the Disclosing Party, the Receiving Party may disclose such information without liability hereunder, provided, however, that the Receiving Party shall disclose only that portion of such Confidential Information which it considers that it is legally required to disclose.

- E. Upon termination of this Agreement, or upon Disclosing Party's earlier request, Receiving Party shall promptly deliver to Disclosing Party all Confidential Information and any other material which Disclosing Party furnishes to Receiving Party in connection with this Agreement.

8. INTELLECTUAL PROPERTY

USI shall retain all title, copyright, patent, trademark, and all other intellectual property rights to all USI developed computer programs models and tools and to their output and to all USI developed methodologies and documents used in performance of the services under this agreement.

9. CONFLICTS OF INTEREST

USI shall report immediately to Client any circumstance in which USI is in a conflict-of-interest and cannot provide the services in accordance with the terms of this Agreement. Promptly thereafter, we shall meet and discuss in good faith what steps need to be undertaken with respect to the services and the provision thereof by USI.

10. PREMIUM /HANDLING OF FUNDS

Client shall provide immediately available funds for payment of premium by the payment dates specified in the insurance policies, invoices, or other payment documents. Failure to pay premium on time may prevent coverage from incepting or result in cancellation of coverage by insurers.

USI will handle any premiums you pay through us and any funds which we receive from insurers or intermediaries for payment or return to you in accordance with the requirements or restrictions of applicable state and federal laws and regulations.

In the ordinary course of business USI will receive and retain interest on premiums paid by Client from the date we receive the funds until we pay them to the insurers or their intermediaries, or until we return them to Client after we receive such funds.

11. SURPLUS LINES TAXES AND OTHER FEES

In the event that USI or a USI affiliate procures coverages for Client from a surplus lines insurance company, Client will be responsible for payment of surplus lines taxes on such coverage. Client will also be responsible for payment of fees or surcharges required by law. In all such cases, USI will endeavor to identify such taxes and fees to Client, but the liability for



payment of these taxes, fees and surcharges is assumed by Client. USI will not under any circumstances pay, transmit or be responsible for the payment of any surplus lines tax or fee.

12. USI'S POLICY REGARDING COMPENSATION FROM INSURERS AND INTERMEDIARIES

As a licensed insurance producer, USI is authorized to confer with or advise our clients and prospective clients concerning substantive benefits, terms or conditions of insurance contracts, to sell insurance and to obtain insurance coverages for our clients. The Client agrees to pay compensation to USI for the placement of insurance pursuant to this written agreement. We may also receive from insurers and insurance intermediaries (which may include USI affiliated companies) additional compensation (monetary and non-monetary) based in whole or in part on the insurance contract we sell, which is contingent on volume of business and/or profitability of insurance contracts we supply to them and/or other factors pursuant to agreements we may have with them relating to all or part of the business we place with those insurers or through those intermediaries. Some of these agreements with insurers and/or intermediaries include financial incentives for USI to grow its business or otherwise strengthen the distribution relationship with the insurer or intermediary. Such agreements may be in effect with one or more of the insurers with whom the Client's insurance is placed, or with the insurance intermediary we use to place the Client's insurance. Such agreements do not affect or modify in any way USI's responsibilities to the Client. The Client may obtain information about the nature and source of such compensation expected to be received by USI, and, if applicable, compensation expected to be received on any alternative quotes pertinent to the Client's placement upon Client's request.

Generally speaking, USI will annually receive from the various insurers with which it places risks about 1% to 1.5% of its total annual premium placements as contingent compensation. Historically, such compensation has been computed based upon a variety of factors and variables, including but not limited to the loss history of Client's coverages, the volume of total coverages placed by USI with the insurer, the period of time over which the coverages were placed with the insurer, and other considerations. In any event, the Client is invited to obtain as much detail as it wishes from USI on the computation of the particular contingent compensation applicable to its placement.

13. REPORTING CHANGES IN EXPOSURE

Client shall promptly notify USI with respect to all material changes in exposure and all changes in loss-related information. USI shall promptly notify the affected insurance companies of such changes.

14. INSURER SOLVENCY

USI does not guarantee the solvency of any insurer with which it places Client's risks.



15. SEVERABILITY

If any part, term, or provision of this Agreement shall be found by a court to be legally invalid or unenforceable, then such provision or portion thereof shall be performed in accordance with applicable laws. The invalidity or unenforceability of any provision or portion of any contract document shall not affect the validity of any other provisions or portion of this Agreement.

16. AGREEMENT CONSTRUED UNDER STATE LAWS

This Agreement is to be executed and performed in the State of West Virginia and shall be construed in accordance with the laws of such State.

17. CHANGES TO BE IN WRITING

This Agreement may be amended only by a written agreement executed by both USI and Client.

18. WAIVERS

The failure of USI or Client to insist on strict compliance with this Agreement, or to exercise any right(s) hereunder shall not be construed as a waiver of any of the rights or privileges contained herein.

19. ENTIRE AGREEMENT

This Agreement contains the entire understanding of the parties with respect to its subject matter. This Agreement supersedes all prior agreements, arrangements and understandings between the parties, whether oral or written, with respect to its subject matter.

20. RECORD RETENTION

USI will retain its records of all matters relating to this Agreement in accordance with USI's record retention policy, (a copy of which will be made available to Client upon request), and all applicable laws and regulations.

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UNDERSTAND. SERVICE. INNOVATE.

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

USI Insurance Services LLC

City of Charleston

Signature

Signature

Print Name

Print Name

Title

Title

Date

Date



LARGE DEDUCTIBLE PLAN SUMMARY

NAMED INSURED: City of Charleston

PROGRAM EFFECTIVE DATE: 3/31/2025

POLICY NUMBER(S): WCS3013936

POLICY PERIOD: 3/31/2025 – 3/3/2026

The following applies to your **LARGE DEDUCTIBLE PLAN**:

DEDUCTIBLE PLAN PREMIUM

Deductible Plan Premium is calculated as follows:

Per the classes, rates and rating values provided in the Extension of Information Page
Classification of Operations (WC 99 06 00)

****The above net rates do not include charges for residual market charges, assessments, fees, premium taxes, surcharges or other additional charges that may be imposed by applicable state or federal law.**

DEDUCTIBLE AMOUNT

Your Large Deductible Endorsement sets out the following Deductible Amount for each type of coverage selected under your Large Deductible Plan: **\$300,000.00**. These amounts are retained by you. Your Deductible Amount includes Allocated Loss Adjustment Expenses.

DEDUCTIBLE PLAN CLAIM HANDLING CHARGES

Deductible Plan Claim Handling Charges are calculated as follows:

Basis: 10% of Deductible Plan Paid Loss

Subject to the following limit per Claim: \$30,000.00

POLICY AGGREGATE LIMIT

Your Large Deductible Plan is subject to the Policy Aggregate Limit, as follows:

The Policy Aggregate Limit is \$1,000,000.00

MINIMUM DEDUCTIBLE PLAN COST

Your Minimum Deductible Plan Cost is \$0.00, which does not include any residual market charges, assessments, fees, premium taxes, surcharges or other additional charges that may be imposed by applicable state law.

DEDUCTIBLE PLAN COLLATERAL REQUIREMENTS

Collateral Requirements for Large Deductible Plans carry over from previous policy periods. Collateral may be applied to your Obligations to us, including, but not limited to, Obligations arising from policies listed in the Schedule of Policies.

Collateral Requirements:

Letters of Credit (LOC) Requirements:

Amount Required for ALL Policy Years:	\$705,000.00
Currently Holding for Historical Policy Years	\$475,000.00
Additional Amount Due 3/31/2025:	<u>\$230,000.00</u>

Loss Fund Collateral Requirements:

Amount Required for ALL Policy Years:	\$75,000.00
Currently Holding for Historical Policy Years:	\$75,000.00
Additional Amount Due 3/31/2025:	<u>\$0.00</u>

PAYMENT

Deductible Plan Premium Payments are required in accordance with your Policy Installment Plan Schedule.

Deductible Plan Collateral Requirement as Additional Letter of Credit of \$230,000.00 is due in full on 3/31/2025.

Deductible Plan Paid Loss Payments

Commencement: Program Effective Date

Billing Frequency: Monthly, the first day of each month after Commencement

Billing Basis: Deductible Plan Paid Loss

Deductible Plan Claim Handling Charge Payments

Commencement: Program Effective Date

Billing Frequency: Monthly, the first day of each month after Commencement

Basis: Percentage of Deductible Plan Paid Loss

MISCELLANEOUS CHARGES

Residual market charges, surcharges or additional charges by whatever name imposed by the insurance regulator of any state on the premium or on the deductible credit are included in the payments you are required to make under the Policy terms. The class rates listed in the Deductible Plan Premium portion of this Large Deductible Plan Summary do not include any residual market charges, surcharges or other additional charges that may be imposed by applicable state law.

EXHIBITS

The following Exhibits are incorporated herein by reference:

Schedule of Policies

Exhibit B Loss Fund Collateral

Exhibit C Letters of Credit as Collateral

LARGE DEDUCTIBLE PLAN AGREEMENT

This Large Deductible Plan Agreement ("Agreement") is made as of the Program Effective Date, referenced on the Large Deductible Plan Summary ("Plan Summary"), between you and us. As used in this Agreement the words "we", "us", "our" and "Encova" mean Motorist Commercial Mutual Insurance Company, BrickStreet Mutual Insurance Company, AlleghenyPoint Insurance Company, NorthStone Insurance Company, SummitPoint Insurance Company, and PinnaclePoint Insurance Company, but only to the extent such company or companies have issued Policies or are performing services for you under this Agreement. The words "you" and "your" mean and include, collectively, the employers referenced in Item 1 of the Information Page(s) of the workers compensation Policy(s), the Schedule of Named Insureds Endorsement of the workers compensation Policy(s), and any employer(s) referenced in the Large Deductible Plan Summary. "The parties" refers to you and us collectively.

This Agreement represents the agreement the parties have reached whereby we will provide to you certain insurance coverages and services for the Policies we have issued pursuant to this Agreement, which Policies are incorporated herein by reference.

In consideration of the mutual promises contained in this Agreement, the parties agree as follows:

ARTICLE 1: DEFINITIONS

The following terms have special meaning in this Agreement. All defined terms should be equally applicable to both the singular and plural.

1.1. Allocated Loss Adjustment Expense or ALAE means claims expenses directly allocated by us to a particular claim whether or not benefits are paid to the claimant(s). Such expense shall not include the salaries of our employees; provided, however, ALAE may include pro-rated expenses of salaried employees who perform services that are directly allocated to the handling of a particular claim. ALAE includes the following costs which can be directly allocated to a particular claim:

1. Fees of attorneys or other authorized representatives, where permitted, for legal services, including expenses of subrogation, whether by outside vendors or our internal staff representatives (our employees).
2. Court, Alternate Dispute Resolution and other specific items of expense whether incurred by an outside vendor or by one of our employees, including but not limited to:
 - a. Medical examinations of a claimant to determine the extent of our liability, degree of permanency or length of disability;
 - b. Expert medical or other testimony (including physician and other medical provider depositions);

- c. Autopsy;
- d. Witnesses and summonses;
- e. Copies of documents such as birth and death certificates and medical treatment records;
- f. Arbitration fees;
- g. Fees or costs for surveillance or other professional investigations which are conducted as part of the handling of a Claim; and
- h. Appeal bond costs and appeal filing fees.

3. Medical cost containment expenses incurred with respect to a particular Claim, whether by an outside vendor or done internally by an employee for the purpose of controlling losses, to ensure that only reasonable and necessary costs of services are paid. The expenses include but are not limited to:

- a. Bill auditing expenses for any medical or vocational services rendered, including hospital bills (inpatient or outpatient), nursing home bills, physician bills, chiropractic bills, medical equipment charges, pharmacy charges, physical therapy bills, medical or vocational rehabilitation vendor bills;
- b. Hospital and other treatment utilization reviews, including precertification/preadmission, and concurrent or retrospective reviews;
- c. Preferred Provider Network/Organization expenses; and
- d. Medical fee review panel expenses.

4. Expense(s) not defined as losses which are directly related to and directly allocated to the handling of a particular Claim that are required to be performed by statute or regulation

5. The following shall not be included as "Allocated Loss Adjustment Expense":

- a. Salaries, overhead and traveling expenses of our employees, except for our employees while doing activities previously listed as allocated expenses.
- b. Fees paid to independent Claims professionals or attorneys (hired to perform the function of Claim investigation normally performed by Claim adjusters) for developing and investigating a Claim so that a determination can be made of the cause, extent or responsibility for the injury or disease, including evaluation and settlement of covered Claims; except that, in matters involving the investigation of West Virginia Employers' Liability claims, ALAE shall include fees paid to an attorney for developing and investigating a Claim so that a determination can be made of the cause, extent or responsibility for the injury or disease, including evaluation and settlement of covered Claims.

1.2. **"Audited Exposure Base"** means your total payroll and all other remuneration paid or payable during the policy period for the services of all your officers and employees engaged in work covered by your policy and all other persons engaged in work that could make us liable for Workers' Compensation insurance coverage (Part One) under the policy terms as audited by us. Inclusions and exclusions to payroll and remuneration are calculated in accordance with the statutes and rules of the applicable state or jurisdiction or rating organization as applicable.

1.3. **"Cash Collateral"** means any cash funds we hold to secure your Obligations. These funds may be comingled with other similar cash collateral or kept in separate accounts at the sole discretion of Encova.

1.4 **"Cash Trust"** means an irrevocable trust held by a financial institution approved by Encova, naming Encova as the sole beneficiary, funded by you with cash and/ or marketable securities.

1.5. **"Claim"** shall be any request or demand for consideration of payment or investigation of a **Deductible Plan Paid Loss** with respect to the Policies.

1.6. **"Collateral"** means security for your Obligations which you are required to provide to us pursuant to this Agreement and which is acceptable to us in form, content, issuer and amount.

1.7. **"Deductible Plan Premium"** is the amount we charge for our non-risk bearing expenses and risk bearing expenses for policies subject to a Deductible Plan.

1.8. **"Deductible Amount"** shall mean the limit on losses for each type of coverage selected under your Large Deductible Plan applicable to any Policy. The Deductible Amount part of the Plan Summary denotes that Allocated Loss Adjustment Expense is included in Deductible Amount.

1.9. **"Policy Aggregate Limit"** is, subject to the amount or methodology for calculation, as applicable, listed in the Policy Aggregate Limit part of the Plan Summary, the most we will charge you for Deductible Plan Paid Losses listed therein. Deductible Plan Claim Handling Charges are not part of the Policy Aggregate Limit and will continue to be billed and payable until the Policy Aggregate Limit is reached. Surcharges and Assessments associated with these losses are not part of the Policy Aggregate Limit but will continue to be billed and payable after the Policy Aggregate Limit is reached. The Policy Aggregate Limit is subject to the Minimum Policy Aggregate Limit.

1.10. **"Minimum Deductible Plan Cost"** is listed in the Minimum Deductible Plan Cost part of the Plan Summary and is the least we will charge you for the Deductible Plan Premium for the Policies included in the Large Deductible Plan.

1.11 **"Minimum Policy Aggregate Limit"** is listed in the Policy Aggregate Limit part of the Plan Summary, as applicable. In the event the Policy Aggregate Limit is subject to a methodology for calculation, the Policy Aggregate Limit will never be less than the Minimum Policy Aggregate Limit.

1.12. **"Obligation" or "Obligations"** means any indebtedness or liability of any kind owed or owing by you to us, whether direct or indirect, joint or several, now existing or hereafter arising in connection with this Agreement including Ultimate Losses, the Policies and related premiums, any past or future insurance

program agreements, any agreements or attachments incorporated herein by reference, and any other similar agreements with any of our subsidiaries, and all costs and expenses, including, but not limited to, claims administration costs, attorneys' fees and costs, allocated loss adjustment expense, and any interest and penalties on benefits incurred by us in enforcing your Obligations to us.

1.13. **"Paid Loss(es)" or "Deductible Plan Paid Loss(es)"** means losses actually paid by us (inclusive of ALAE) limited by the Deductible Amount and Policy Aggregate Limit.

1.14. **"Ultimate Losses"** means losses incurred under the policy, within the respective deductibles plus future loss development and the amount of losses incurred but not reported, as estimated by us. Ultimate Losses will include ALAE, as estimated by us. Ultimate Losses incurred under the policy will be estimated using our internal methodologies applied in a commercially reasonable fashion.

1.15. **"Letter of credit" or "LOC"** means a clean and irrevocable agreement to pay Obligations owed to us, issued by a financial institution that is in form, content and issuer satisfactory to us, with us as the beneficiary, which shall be deemed automatically extended without amendment for one year from the expiration date, or any future expiration date, unless at least sixty (60) days prior to any expiration date, we notify you that we elect not to extend the LOC.

1.16. **"Loss Fund" and "Fund"** means the amounts of cash collateral paid and payable by you to Encova pursuant to this Agreement used to pay or reimburse Encova for your Obligations, including, but not limited to benefits and ALAE paid under the deductibles provisions of the policy, claims administration costs, and your other Obligations.

1.17. **"Policy Installment Plan Schedule"** means the time or times for payment of the Deductible Plan Premium as set forth in accordance with the terms of your Policy or endorsements thereto.

1.18. **"Surety Bond"** means a bond issued by a surety or guarantor approved by Encova in a form and content we have approved to pay or reimburse Encova for your Obligations to us.

ARTICLE 2: CONSENT

Your Obligations under this Agreement are rated and priced in accordance with the terms of our Large Deductible Plan. The parties recognize and acknowledge that you are paying certain rates and charges for your Obligations that may be more or less than the sum of charges that would be part of filed and approved rating plans for the underlying insurance coverages. Further, you acknowledge and agree that individual state rating plans may require us to show rates and rating values on our Policy or Policies that are different from any rate, rating value or class rate shown in the Large Deductible Plan Summary. To the extent that this is the case, you acknowledge that you have negotiated and consented to the prices and rates set forth in this Agreement.

ARTICLE 3: PAYMENT

This Article sets forth the manner in which certain of your Obligations will be paid. All of the dates and frequencies referenced herein are set forth in the Payment section of the Plan Summary. The parties have agreed that these Obligations will be paid as follows:

3.1. **Deductible Plan Premium.**

You will pay to us the amounts as set forth in the Payment section of the Plan Summary.

You will pay any additional amount or we will credit any overpayment of the aforesaid charges as may be subsequently determined by audit and/or other adjustment at the time of such audit and/or other adjustment as provided for in the Policy or this Agreement.

3.2. **Deductible Plan Collateral.**

We require security in the amount set forth in the Deductible Plan Collateral Requirements part of the Plan Summary. The security amount(s) as set forth in the Deductible Plan Collateral Requirements part of the Plan Summary are to be provided to us on or prior to, the effective date of this Agreement. We reserve the right to increase or decrease the amount or to change the items they represent at any time to include, among other things, our estimates of Ultimate Losses. You shall make additional deposits and payments as may be required by us as indicated in our notice to you that additional funds are required.

3.3 **Billing and Adjustment Terms and Conditions for Payment of Losses, Deductible Plan Claim Handling Charges, and Miscellaneous Charges.**

1. Payment of **Deductible Plan Paid Loss** and Deductible Plan Claim Handling Charges associated with your Policies are subject to the terms of the Plan Summary.
2. Commencing on the **Deductible Plan Paid Loss Payment** commencement date in the Payment section of the Plan Summary, we will bill you according to the **Deductible Plan Paid Loss Payment** billing frequency and billing basis, for an amount equal to the total Deductible Plan Paid Loss.
3. Commencing on the Deductible Plan Claim Handling Charges Payment commencement date, we will bill you according to the Deductible Plan Claim Handling Charges Payment billing frequency and billing basis, for an amount equal to the total Deductible Plan Claim Handling Charges.
4. We will also bill you for any sums due pursuant to your requirement to indemnify and hold us harmless as set forth in this Agreement, as such Obligations arise.
5. You agree to reimburse us for any sums due under this Agreement on or before the due date listed on any invoice you receive from us.

3.4 **Plan Adjustments.**

1. **Deductible Plan Premium Adjustment.** Subject to any Minimum Deductible Plan Cost as set forth in the Large Deductible Plan Summary, we will compare your audited Deductible Plan Premium with the amount paid to us as your estimated Deductible Plan Premium.

2. **New Taxes, Assessments or Surcharges.** In the event that a state or other jurisdiction, in accordance with future law, determines that we are liable for payment of any new taxes, assessments, or surcharges (other than taxes solely based upon our net income) with respect to any aspect of this Agreement, you agree to reimburse us for the amount of any such new taxes, assessments or surcharges, any interest expense assessed against or incurred by us before or after payments of such amounts, and any other charges, penalties or fines in connection therewith, including, but not limited to, attorneys' fees that we may sustain in connection with such amounts. Any such amount shall be due and payable in accordance with our invoice.

3. **Applicable to All Adjustments.** For all the aforementioned adjustments, we will either return or credit against other sums due or which may be due in the reasonable future from you any overpayments of such amounts or bill you for any deficiencies in such payments. Any such adjustment bill shall be payable as indicated on our invoice to you. In the event of a default as defined herein ("V. Defaults and Remedies"), we may hold overpayments as security for the payment or performance of any of your Obligations to us. Any return or credit of such amounts shall not be an admission that all Obligations have been paid or performed.

3.5 **Payment Terms.** You agree to pay each bill or invoice which is submitted to you in accordance with the payment terms set forth in such bill or invoice. If no payment terms are stated on such bill or invoice, payment shall become due within thirty (30) days of the date of such bill or invoice.

3.6 **Right of Offset.** We may offset any balance due from you under this Agreement or any other such agreement heretofore or hereafter entered into between ourselves.

3.7 **Collection Costs and Damages.** Within five (5) days of our demand, you shall reimburse us for any and all costs and expenses, including, but not limited to, attorneys' fees, incurred by us in connection with the collection or enforcement of any of your Obligations to us. In addition, with respect to any of your Obligations that remain outstanding beyond the due date, you agree that we may charge you interest on that Obligation. If we choose to exercise this option, interest shall accrue at the monthly rate of one and one-half percent (1.5%) or, if such rate is impermissible under applicable law, the maximum lawful, non-usurious rate that may be charged.

ARTICLE 4: CANCELLATION

4.1. If a Policy Aggregate Limit is calculated using the Audited Exposure Base, and such Policy is canceled by either party prior to its expiration, for the purpose of calculating your Policy Aggregate Limit, the Audited Exposure Base for that Policy shall be calculated by adding the Audited Exposure Base from the beginning of the Policy period to the date of cancellation and the estimated Exposure Base for the balance of the original Policy period.

4.2. If, pursuant to the conditions of any Policy, such Policy is canceled by either party prior to its expiration, the Deductible Plan Premium will be calculated by using your Audited Exposure Base from the beginning of the Policy period to the date of cancellation subject to Minimum Deductible Plan Cost.

4.3. If, pursuant to the conditions of any Policy, such Policy is canceled prior to expiration, your audited Deductible Plan Premium(s) will be calculated by using your Audited Exposure Base from the beginning of the Policy period to the date of cancellation subject to any Minimum Deductible Plan Cost set forth in the Deductible Plan Premium part of the Plan Summary.

ARTICLE 5: COLLATERAL

This Article sets forth provisions dealing with all forms of collateral. These provisions are in addition to any provisions set forth in the attached Collateral Exhibits and the Collateral Agreement(s).

5.1. If you request and we agree that Collateral to secure all or a portion of your Obligations will be provided by one of your successors, or by one of your affiliates, divisions or subsidiaries which is a named insured on any of the Policies listed in your Policy or on this Agreement, any past Agreements or any renewal Agreements or Amendments, and the Collateral is in fact so provided, you agree that the entity providing the Collateral is bound by all of the terms and conditions of this Agreement, including but not limited to the provisions that the Collateral provided secures all Obligations under this Agreement and under all of the Policies (regardless of the amount of Collateral provided by that entity) and that the duties and Obligations of that entity and you and your other successors and affiliates, divisions and subsidiaries are joint and several.

5.2. Change in Regulatory Requirements. In the event an insurance regulatory authority promulgates a change in law or regulation which requires a change to the form of, or an increase in the total amount of, Collateral we hold, in order to comply with the law/regulation, you agree to provide such alternative form of Collateral (or increased amount of Collateral) within fifteen (15) days after your receipt of our notice of the need for any such changes.

5.3. Commutation. Any time after the termination of the policy period, we may agree to release you from any and all Ultimate Losses for the policy period identified in the Plan Summary, whether billed or

unbilled, whether reported or unreported and whether known or unknown; provided that, in consideration for such a release, you provide proper payment as mutually agreed by the parties.

5.4. You hereby grant to us, and we hereby assert, a continuing security interest in and lien of ownership by possession and by the terms of this Agreement upon all Collateral to secure your Obligations as calculated by us. You shall have no claim or interest in your Collateral or any other amounts paid to us unless and until your Obligations shall have been paid and satisfied in full and released by us.

5.5. We may hold the Loss Fund funds in any account in our name and with any financial institution as we determine in our sole discretion. We may commingle the Loss Fund funds with our own funds or the funds of other insureds. Cash posted by you will be placed in a cash account. We will credit to you, through the cash account, interest accrued for the quarter on the daily cash balances calculated at the rate received on the class one money market fund in which we invest such funds. Yields will vary with market rates over the term of the policy; however, we do not guarantee any particular rate of return on the funds. We may alter the particular money market instrument in which such funds are invested but will invest in similar short term highly liquid instruments.

5.6. We shall have the exclusive right to withdraw monies from the Loss Fund to pay or reimburse us for any and all of your Obligations owing under this Agreement and the policy without further notice or demand to you.

5.7. We shall have the exclusive right to draw on the Letters of Credit or any other Collateral to pay or reimburse us for any and all of your Obligations owing under this Agreement and the policy without further notice or demand to you.

5.8. We shall have the exclusive right to draw on Cash Collateral to pay or reimburse us for any and all of your Obligations owing under this Agreement and the policy without further notice or demand to you.

5.9. You agree that we may continue to require and hold any Collateral as security for the payment of your Obligations after any cancellation, non-renewal, or replacement of the policy and until we determine, in our reasonable discretion, that we no longer have a need to hold the Collateral because you have no further Obligations. Such determination will follow our standards for loss development of Ultimate Losses.

5.10. We may combine your Collateral with other forms of Collateral posted by you to fully collateralize your Obligations.

5.11. On a periodic basis following the expiration of the policy, we shall review and re-determine the amount of your Obligations and the Collateral amount required pursuant to this Agreement and the policy.

5.12. You and we agree that nothing in this Agreement will constitute or be construed as a waiver of any rights we may have in each instance in which your Obligations for any reason are not fulfilled.

ARTICLE 6: DEFAULTS AND REMEDIES

6.1. You will be in default if you:

1. fail to pay any amount to us when due, or
2. fail to perform any Obligation or to satisfy any requirements under any Policy(ies), Agreements, or any agreements incorporated herein by reference or other similar agreement(s) with us, or
3. fail to deliver to us within the time period specified or fail to continue to maintain any Letter of Credit or any other Collateral or any renewal, replacement or amendment thereof required by this Agreement, or
4. become insolvent or unable to pay your debts as they become due or are declared bankrupt or insolvent, or if a debtor relief proceeding has been brought by or against you, or
5. make misrepresentations to us or breach any representations you have made to us.

6.2. If you are in default, then we will be entitled to immediately terminate some or all of your rights to defer payment of your Obligations, as such rights are set forth in the Policy and this Agreement and we shall be entitled to immediately:

1. Consider due and payable all of your Obligations to us including, but not limited to, those Obligations accruing in the future, and/or
2. Satisfy amounts due us by drawing up to the full amount of any Letters of Credit, other Collateral, and/or Cash Collateral held by us (whether pursuant to this Agreement or otherwise) and applying the proceeds to these amounts due and/or by continuing to hold the proceeds of the Letters of Credit, other Collateral, and/or Cash Collateral until such time as we have determined your Obligations to us to be final, and/or bill you for all amounts that remain outstanding, and/or
3. Terminate your insurance program or any insurance Policy issued thereunder and cancel or nonrenew your Policy(ies), and/or

4. Pursue any and all other legal and equitable rights and remedies available to us under applicable law.

6.3. After any default, at such time or such intervals of time as we determine, we may recalculate your Obligations pursuant to the terms of this Agreement and exercise at such time, or successively at such intervals, any of our rights and remedies described in this Agreement until we determine that your Obligations are final.

You agree that any credit or return due to you pursuant to the terms of this Agreement will be held by us as security for payment of any future Obligations that may develop. We may hold the proceeds of the Letters of Credit, other Collateral, and/or Cash Collateral, and we may, from time to time, apply such Letter of Credit, other Collateral, and/or Cash Collateral proceeds to any of your Obligations to us. We will return any Letters of Credit, other Collateral, and/or Cash Collateral or proceeds therefrom we have not applied to Obligations to the issuing bank, when we deem that all Obligations finally developed have been paid, or when we, in our sole discretion, decide that we no longer need Collateral.

6.4. If you are in default of this Agreement and we decide to exercise our right to draw on the Letters of Credit, other Collateral, and/or Cash Collateral, you acknowledge and agree that whatever Encova company is named as beneficiary or Obligee in any Letters of Credit, other Collateral, and/or Cash Collateral issued pursuant to the requirements of this Agreement has the authority and ability to draw on the Letters of Credit, other Collateral, and/or Cash Collateral as an agent for any and all Encova company(ies).

ARTICLE 7: GENERAL

7.1. Acquisitions/Mergers and New Operations. You agree to notify us in the event you acquire any additional exposure during the term of this Agreement including, but not limited to, a merger, acquisition, or a new operation. We reserve the right to separately underwrite any additional exposure. Should we agree to include the additional exposure(s) under this Agreement, you agree that we may re-price or change the terms of this Large Deductible Plan, including the Policy Aggregate Limit.

7.2. Arbitration. Any controversy, dispute, claim or question arising out of or relating to this Agreement, including without limitation its interpretation, performance or non-performance by any party, or any breach thereof (hereinafter, collectively, controversy) shall be referred to and resolved exclusively by three arbitrators through private, confidential arbitration conducted in Charleston, West Virginia. Such arbitrators shall be disinterested, neutral individuals who have experience and qualifications in the subject matter of the controversy. One arbitrator shall be chosen by each party and the third by the two so chosen. If either party refuses or neglects to appoint an arbitrator within thirty (30) days after receipt of written notice from the other party requesting it to do so, the requesting party may choose a total of two arbitrators who shall choose the third. If the arbitrators fail to select the third arbitrator within ten (10)

days after both have been named, the party plaintiff shall notify the American Arbitration Association (AAA) who shall appoint the third arbitrator. The AAA shall select an arbitrator who is disinterested, neutral and who has experience and qualifications in the subject matter of the controversy. Each party shall bear the expense of its own arbitrator and shall jointly and equally bear the cost of the third arbitrator. In the event of the death, disability or incapacity of any arbitrator, a replacement shall be named pursuant to the process which resulted in the selection of the arbitrator to be replaced. The majority decision of the panel shall be final and binding upon the parties to this Agreement. Judgment may be entered upon the award of the arbitrators in any court of competent jurisdiction. Except as otherwise specifically provided, the arbitration of any controversy shall be conducted in accordance with the Commercial Arbitration Rules of the American Arbitration Association.

7.3. Applicable Law. This Agreement shall be governed by the internal laws of the State of West Virginia, without regard to West Virginia's rules regarding conflict of laws. This choice of law provision applies to this Agreement and not to coverage disputes which may arise in connection with Claims or suits brought against the Policies. Venue for any dispute, claim or cause of action arising from this Agreement or the interpretation of this Agreement shall be Kanawha County, West Virginia.

7.4. Counterparts. This Agreement may be executed in any number of counterparts, each of which shall be deemed to be an original and all of which together shall constitute one and the same instrument. The counterparts of this Agreement may be executed and delivered by facsimile or other electronic signature by any of the parties to any other party and the receiving party may rely on the receipt of such document so executed and delivered by facsimile or other electronic means as if the original had been received.

7.5. Entire Agreement. This Agreement and the Plan Summary, including any Exhibits referenced in the Plan Summary, and any Policies or other documents incorporated herein by reference, constitute the entire agreement of the parties with respect to the subject matter hereof and may not be amended or modified except pursuant to a written agreement executed by authorized officers of both parties; however, except as set forth below, neither this Agreement nor any other Collateral delivered hereunder releases or supersedes any Collateral which you have provided or are obligated to provide as security for your Obligations to us, and all such Collateral shall remain in full force and effect until expressly released by us in writing pursuant to the terms of the agreement(s) under which it was provided. Notwithstanding the foregoing, you agree that, at our option, any Collateral you have provided us prior to the date of this Agreement in connection with insurance programs shall be subject to all the terms of this Agreement. This shall include but is not limited to the provisions of this Agreement, whereby the proceeds of such Collateral may be used to satisfy your Obligations to us. If, for any reason, such Collateral may not be subject to the terms of this Agreement, then such Collateral shall remain subject to the terms of the agreement(s) under which it was provided to us.

7.6. Executory Duties. The parties agree that, due to the unique rating features of this program, future performance of the terms of this Agreement by both parties is necessary and material to the accomplishment of the goals of this Agreement and that the parties have exchanged valuable

consideration and will exchange consideration in the future. In support of these goals, the parties further agree, subject to applicable state and federal law, that the parties have unperformed material duties which are executory, including, but not limited to:

1. Payment of Obligations; and
2. Cooperation in the furnishing of information regarding Claims pursuant to the terms and conditions of the Policies; and
3. Cooperation with us in the defense of Claims pursuant to the terms and conditions of the Policies; and
4. Investigation, administration and payment of Claims against you pursuant to the terms and conditions of the Policies.
5. The parties agree that this program affords benefits to you by virtue of the unique rating feature. Such benefits include, but are not limited to, protection from workers' compensation casualty loss.

7.7. Failure of Enforcement. Our failure to enforce at any time any of the provisions of this Agreement, or to exercise any option which is herein provided, or to require at any time performance by you of any of the provisions hereof shall in no way be construed to be a waiver of such provisions, nor in any way to affect the validity of this Agreement or any part thereof, or our right to thereafter enforce each and every provision of this Agreement or to exercise any right or remedy available to us under applicable law.

7.8. Financial Information - Other Books and Records. You will furnish us with such financial information and other books and records as we may request from time to time, including but not limited to certified financial statements on an annual basis. We agree to treat your financial information and other books and records as we may request as confidential information. We agree not to disclose your confidential information to any person or party that is not an agent, co-insurer, reinsurer, or service provider (in each instance, only when such person or party is subject to substantially similar confidentiality obligations, and only as necessary to enable us to provide insurance-related services to you) without your prior consent. "Confidential Information" shall not include information that: (1) at the time of disclosure, is in the public domain; (2) shall become part of the public domain after disclosure other than as a consequence of a breach of this Agreement by us; (3) is obtained by us from a third person who, insofar as is known to us, is not prohibited from transmitting the information to us; (4) is approved for release by written authorization of you; or (5) is already known by us prior to your disclosure.

7.9. Hold Harmless. You may be required to provide evidence of insurance to interested persons, boards, bureaus, lessors, or other organizations. Your agent or broker will provide such evidence of insurance. You agree to indemnify and hold us harmless against any and all claims, settlements, lawsuits,

payments, penalties, administrative proceedings, judgments, damages, interest charges, costs or expenses, including attorneys' fees, resulting from or arising out of or in connection with the issuance of the evidence of insurance. These hold harmless provisions survive termination of this Agreement.

7.10. Legal Agreement. Nothing contained in this Agreement shall be construed so as to require the commission of any act contrary to law, and wherever there is any conflict between any provision of this Agreement and any law or regulation contrary to which the parties have no legal right to contract, the latter shall prevail; provided however, in such event the provision so affected shall be limited only to the extent necessary to permit compliance with the minimum legal requirement, and all other provisions of this Agreement shall continue in full force and effect.

7.11. Negotiated Agreement. The parties have read this Agreement and they have had a full opportunity to evaluate this Agreement along with all transactions and other matters contemplated by this Agreement. The parties have had the opportunity to consult with, and have consulted with, business advisors and counselors of their choice in connection with this Agreement. If any provision of this Agreement is found ambiguous by a court or arbitration panel, such provision shall not be construed against either party based on that party's alleged drafting of such provision.

7.12. Notices. Unless otherwise provided in this Agreement, all notices, directions, requests, demands, acknowledgments and other communications required or permitted to be given or made under the terms of this Agreement, particularly when made for any reason other than those addressed in the Payment portion of the Summary and Article 3, in shall be in writing and shall be deemed to have been duly given or made as follows:

1. when delivered personally;
2. when made or given by telecopy or electronic transmission where the receipt thereof is confirmed immediately thereafter by the recipient;
3. when received when sent, all charges prepaid, by an internationally recognized overnight courier; or,
4. when mailed through the U.S. Postal Service, by certified mail, return receipt requested; and, when sent to us at the address indicated in the signatory below or in the applicable notice of election to the attention of the Chief Financial Officer; and, when sent to you at the address indicated in the applicable policy.

Each party may from time to time designate a different address or person, or both, for notices, directions, requests, demands, acknowledgments and other communications by giving written notice, as required above, of such change to the other party.

7.13. Successors and Assigns. All the terms of this Agreement shall be binding upon and inure to the benefit of and be enforceable by the parties hereto and their respective successors and assigns, whether so expressed or not; provided, however, that no party hereto shall assign or otherwise transfer any of its rights or obligations hereunder without the prior written consent of the other parties to this Agreement.

7.14. Termination of Agreement. This Agreement shall terminate when both parties agree that all Obligations finally developed hereunder have been paid and/or otherwise performed.

7.15. Binding Authority. You warrant and represent that the person who signs this Agreement has been duly authorized to execute the Agreement for and on behalf of you, who are employers referenced in Item 1 of the Information Pages of the workers compensation Policies, and that he or she has the authority to bind you jointly and severally to the terms hereof.

THIS PORTION INTENTIONALLY LEFT BLANK

IN WITNESS WHEREOF, the parties, intending to be legally bound by their authorized representatives, have executed this Agreement to be effective on the Program Effective Date first written above.

Name: **ENCOVA**

Name: **CITY OF CHARLESTON**

By:

By:

Print Name:

Print Name:

Title:

Title:

Date:

Date:

(SEAL)

(SEAL)

Address: 400 Quarrier Street

Address:

Charleston, WV 25301

Telephone: (304) 941-1000

Telephone:

Facsimile: (304) 941-1169

Facsimile:

SCHEDULE OF POLICIES

Collateral Requirements for Large Deductible Plans carry over from previous policy periods. Collateral may be applied to your Obligations to us, including, but not limited to, Obligations arising from policies listed here. Policy numbers carry over from one policy period to another and each may represent multiple policy periods.

Policy Number	Policy Period(s)
WCS3013936	03/31/2025 – 03/31/2026
WCS3013936	03/31/2024 – 03/31/2025
WCS3013936	03/31/2023 – 03/31/2024

EXHIBIT B

LOSS FUND COLLATERAL

The following is a description of the terms and procedures under which we will establish and operate the Loss Fund and under which you will reimburse us for expenditures from the Loss Fund. These terms are in addition to the terms as provided in the Large Deductible Plan Summary and Agreement. The Parties agree as follows:

Section 1: Our Process.

- 1.1. We will make Deductible Plan Paid Loss payments on your behalf under your Large Deductible Plan by transferring money from your Loss Fund.
- 1.2. Each month we will calculate your Deductible Plan Paid Losses. We will also generate (as applicable) corrections as a result of edits on each Deductible Plan Paid Loss payment. Once determined, this amount will be billed to you in accordance with the Large Deductible Plan Summary and Payment Sections of this Agreement.
- 1.3. Each month we will provide a report of Deductible Plan Paid Losses for which we have billed you. We may electronically provide or make available this report to you.

Section 2: Your Loss Fund Collateral Requirements.

2.1. Loss Fund Deposit. You will deposit with us the amount provided in the Deposit to Loss Fund portion of the Deductible Plan Collateral Requirement section of the Large Deductible Plan Summary. Periodically, we will perform an analysis of Loss and Allocated Loss Adjustment Expense activity in order to determine the adequacy of the deposit amount. In the event that any such analysis indicates that a modification, either an increase or decrease, in the deposit is required, we will provide you with notification of the amount of the modification to the Loss Fund Deposit. Our calculation of the Loss Fund Deposit shall be binding and conclusive for purposes of this Agreement, absent bad faith or manifest error.

1. If we determine an increase is required, we will send you an invoice for the total amount due. Upon receipt, you will pay the amount due on or before the date set forth on the invoice, which amount will be added to your balance for the Deductible Plan Collateral Requirement as Loss Fund.

2.2. Maintenance of Loss Fund. You will maintain the Loss Fund by payment or reimbursement to us for expenditures from the Loss Fund for your Obligations, including, but not limited to benefits and ALAE paid as Deductible Plan Losses. You will make these payments or reimbursements in accordance with the Large Deductible Plan Summary and Payment Sections of this Agreement.

2.3. In the event of any single payment of a paid loss or ALAE, or both, under any policy in an amount equal to or greater than the per accident deductible amount as provided in the Large Deductible Endorsement to your Policy, we have the right to require you to pay immediately the amount of such single payment into the Loss Fund.

EXHIBIT C

LETTERS OF CREDIT AS COLLATERAL

The following is a description of the terms and procedures under which you agree to provide to us collateral in the form of Letters of Credit ("LOC") and maintain such Letters of Credit as collateral for your Obligation. These terms are in addition to such terms as provided in the Large Deductible Plan Summary and Agreement.

Section 1: Letters of Credit Collateral Requirements.

1.1. Letters of Credit. You shall provide clean, irrevocable, unconditional and automatically renewing Letters of Credit in the amount set forth in the Deductible Plan Collateral Requirements portion of the Large Deductible Plan Summary and that is in form and content and issuer satisfactory to us. The Letters of Credit shall be provided before the inception of the policy period.

1.2. Such Letters of Credit will be used to assure payment and performance of your Obligations to us. You agree to maintain Letters of Credit which meet all the requirements prescribed herein until we determine all of your Obligations to us are final or until we, in our sole discretion, decide that we no longer need the Collateral.

1.3. We shall have the right to modify, either increase or decrease, the required amount of the Letters of Credit to an amount determined by us, which amount may exceed the required amount set forth in the Deductible Plan Collateral Requirements portion of the Large Deductible Plan Summary. Our calculation of Collateral shall be binding and conclusive for purposes of this Agreement, absent bad faith or manifest error.

1.4. Letters of Credit Renewal or Replacement. At least sixty (60) days prior to the expiration of any Letters of Credit delivered to us, you shall deliver to us renewal or replacement Letters of Credit in form, issuer, and content satisfactory to us. The aggregate amount of such renewal or replacement Letters of Credit shall be the same amount as the expiring Letters of Credit, unless we tell you in writing of such other amount as we have deemed necessary in the exercise of our good faith business judgment to secure all of your Obligations to us.

1.5. Amended Letters of Credit. We may require, at any time, changes in the form, content, amount and/or issuer of the Letters of Credit which we deem necessary in the exercise of our good faith business judgment to secure your Obligations to us. You shall provide such amended Letters of Credit within fifteen (15) days after your receipt of our notice for the need for any such changes.

City of Charleston

MUNICIPAL BUDGET

July 1, 2025 - June 30, 2026



General Fund

Presented March 3, 2025

AMY SHULER GOODWIN, MAYOR

City of Charleston MUNICIPAL BUDGET July 1, 2025 - June 30, 2026

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City of Charleston
MUNICIPAL BUDGET
July 1, 2025 - June 30, 2026

Section 1
Summaries

**City of Charleston
Municipal Budget
FY 2026
General Fund Revenue Summary**

Rev. Code	Description	Actual FY 2024	Original FY 2025	FY 2025 YTD Amendments	Current FY 2025	YTD Jan Actual FY 2025	Estimated FY 2026
	Fund Balance		4,000,000	16,507,586	20,507,586		4,000,000
301	Property Taxes	18,061,594	18,125,000		18,125,000	11,810,390	18,200,000
303	Gas & Oil Severance Tax	499,501	300,000		300,000	179,879	175,000
304	Utility Tax	2,993,758	2,900,000		2,900,000	1,416,577	3,000,000
305	Business & Occupation Tax	55,073,221	50,365,000	(573,356)	49,791,644	22,254,619	54,105,000
306	Consumer Sales Tax - Liquor	1,062,117	1,000,000		1,000,000	255,286	1,025,000
307	Animal Control	4,917	5,500		5,500	4,436	5,000
308	Hotel Occupancy Tax	3,264,762	3,050,000		3,050,000	1,580,851	3,350,000
309	Amusement Tax	350,893	280,000		280,000	140,374	300,000
320-02	Loading Zone Fees	26,990	-		-	2,507	-
320-06	Property Citations	-	2,000		2,000	-	2,000
325	Licenses	84,166	95,000		95,000	83,452	90,000
326	Building Permits	495,272	450,000		450,000	408,641	450,000
327	Miscellaneous Permits	10,820	10,000		10,000	6,198	10,000
328	Franchise Fees	535,033	500,000		500,000	124,967	500,000
329	Inspection Fees	78,543	90,000		90,000	49,835	87,000
330	IRP Fees	814,713	625,000		625,000	251,559	675,000
335	Liquor & Wine Licenses	34,125	50,000		50,000	30,313	45,000
336	Cemetery Revenues	157,937	190,000		190,000	89,181	175,000
337	Dog Fees	100	100		100	-	100
340	Parks & Recreation	40,647	60,000		60,000	31,315	60,000
341	City Service Fee	7,063,511	7,100,000		7,100,000	3,338,804	7,100,000
345	Rents, Concessions, Leases	635,486	500,000		500,000	186,620	500,000
347	Jail Fees	6,027	2,500		2,500	-	2,500
348	Plan Review Fees	38,737	40,000		40,000	46,582	40,000
352	Fire Protection Fees	1,971,824	2,000,000		2,000,000	1,156,732	1,975,000
353	Planning - Permit Appl. Fee	2,550	10,000		10,000	1,960	10,000
355	Street Closure Fees	15,244	6,000		6,000	1,189	6,000
362	Processing Fees	1,333	500		500	385	500
363-00	Ambulance Levy	3,302,812	3,200,000		3,200,000	2,166,482	3,300,000
363-02	Ambulance Fees	2,361,632	2,925,000		2,925,000	941,151	2,500,000
365	Federal Grants	-	-	500,000	500,000	55,488	-
366	State Grants	100,128	-		-		-
368	Contributions from Others	67,959	125,000	4,000	129,000	18,538	125,000
372	PILOT	56,908	90,000		90,000	-	90,000
376	Gaming Revenue	194,952	215,000		215,000	118,361	205,000
378	Aerial Map Copy Fee	-	-		-	-	-
380	Interest	1,299,429	500,000		500,000	541,179	500,000
383	Sale of Fixed Assets	74,622	250,000		250,000	51,019	250,000
386	Insurance Claims	140,015	50,000		50,000	27,297	50,000
387	Election Filing Fees	30	-		-	-	10,000
391	Recycling Revenue	22,003	20,000		20,000	7,955	20,000
397	Video Lottery	188,039	200,000		200,000	76,259	195,000
399	Miscellaneous Revenue	184,472	225,000		225,000	83,453	200,000
	Taxes, Fees & Permits	101,316,818	95,556,600	(69,356)	95,487,244	47,539,834	99,333,100

**City of Charleston
Municipal Budget
FY 2026
General Fund Revenue Summary**

Rev. Code	Description	Actual FY 2024	Original FY 2025	FY 2025 YTD Amendments	Current FY 2025	YTD Jan Actual FY 2025	Estimated FY 2026
Transfers from Other Funds							
369	Transfers from Other Funds	63,788	-	106,155	106,155		-
369-01	Health Insurance Reserve	-	-		-		-
369-03	Landfill/Incinerator Fees	3,600,000	3,600,000		3,600,000		2,100,000
369-06	Municipal Court Fund	208,385	300,000		300,000	100,076	225,000
369-06	Municipal Stablization	-	486,748		486,748		-
369-07	Uniform Pension Reserve	7,275,000	6,475,000	305,000	6,780,000	4,520,000	6,925,000
369-12	American Rescue Plan	150,440	200,000	11,645,280	11,845,280	-	130,000
Total Transfers from Other Funds		11,297,613	11,061,748	12,056,435	23,118,183	4,620,076	9,380,000
Reimbursements and Other							
370	Charges to Other Funds	411,049	420,000		420,000	163,704	420,000
377	Lease Proceeds		-		-	-	-
381	Other Reimbursements	645,651	400,000		400,000	96,759	400,000
Total Reimbursements & Other		1,056,699	820,000	-	820,000	260,464	820,000
Total Revenue		113,671,131	107,438,348	11,987,079	119,425,427	52,420,374	109,533,100
Total Available		113,671,131	111,438,348	28,494,665	139,933,013	52,420,374	113,533,100

**City of Charleston
Municipal Budget
FY 2026
General Fund Expenditure Summary**

Exp. Code	Description	Actual FY 2024	Original FY 2025	FY 2025 YTD Amendments	Current FY 2025	YTD Dec Actual FY 2025	Proposed FY 2026
	Elected Officials	29	29		29		29
	Regular Employees	686	731		731		731
	Total Employees	715	760	-	760		760
Personal Services							
101	Salaries Elected Officials	329,430	352,000		352,000	186,577	352,000
103	Salaries & Wages: Regular	35,265,416	37,714,304		37,714,304	22,104,160	38,408,101
103	Salaries & Wages: Part-Time	377,139	631,640		631,640	263,303	566,214
103	Salaries & Wages: Overtime	4,775,283	5,549,952		5,549,952	2,428,786	5,621,937
	Total Salaries & Wages	40,747,268	44,247,896	-	44,247,896	24,982,826	44,948,252
104	FICA	1,621,492	1,861,169		1,861,169	1,009,306	1,892,819
105	Medical & Life Insurance	14,226,679	16,531,760		16,531,760	8,800,972	17,882,120
106	Retirement- P.E.R.S.	1,518,678	1,712,742		1,712,742	944,836	1,749,830
107	Cont. to Uniform Pension	16,843,185	14,685,000	305,000	14,990,000	9,862,564	14,195,000
109	Lump Sum IRS Payroll				-		
110	Uniform Allowance	314,760	342,900		342,900	313,859	342,900
111	Dental/Optical Insurance	756,813	758,360		758,360	420,942	838,000
112	Ins. - Employee Contribution	(1,840,931)	(2,141,520)		(2,141,520)	(1,238,767)	(2,510,360)
114	OPEB - Long Term	504,124	-		-	-	-
	TOTAL PERSONAL SERVICES	74,692,070	77,998,307	305,000	78,303,307	45,096,538	79,338,561
Contractual Services							
211	Telephone	622,800	566,030		566,030	288,093	528,770
212	Printing	941	1,000		1,000	1,058	1,000
213	Utilities	1,810,525	1,740,175		1,740,175	1,009,026	1,816,600
214	Travel	63,649	106,225		106,225	32,922	125,950
215	Mtce. & Repair - Bldg/Grnd	95,178	258,500		258,500	42,877	257,000
216	Mtce. & Repair - Equipment	1,213,639	1,657,850		1,657,850	1,126,349	1,726,350
217	Mtce. & Repair - Auto/Truck	3,265	29,300		29,300	5,549	29,550
218	Postage	99,215	100,300		100,300	43,391	100,800
219	Building & Equipment Rents	570,701	634,750		634,750	348,307	637,950
220	Advertising/Legal Publ.	8,353	30,500		30,500	7,248	47,000
221	Training	194,888	291,500		291,500	88,258	301,800
222	Dues & Subscriptions	115,844	119,440		119,440	78,717	152,590
223	Professional Services	911,560	941,900	125,000	1,066,900	267,448	845,900
224	Audit Costs	86,400	88,560		88,560	83,000	112,320
226	Insurance - WC & UC	825,449	729,600		729,600	237,321	806,360
227	Insurance Liability	664,234	725,000		725,000	527,763	730,000
229	Court Costs & Damages	579,846	500,000		500,000	239,381	750,000
230	Contracted Services	3,510,189	3,585,467	550,000	4,135,467	1,784,196	3,677,238
232	Bank Fees	300	150		150	-	150
234	Fire Hydrant Rental	173,687	168,000		168,000	71,074	168,000
237	Other Taxes & Fees	15,628	28,000		28,000	456	28,000
239	Fine Supported Training	170	-	42,592	42,592	-	-
	TOTAL CONTRACTUAL	11,566,461	12,302,247	717,592	13,019,839	6,282,434	12,843,328

**City of Charleston
Municipal Budget
FY 2026
General Fund Expenditure Summary**

Exp. Code	Description	Actual FY 2024	Original FY 2025	FY 2025 YTD Amendments	Current FY 2025	YTD Dec Actual FY 2025	Proposed FY 2026
Commodities							
341	Materials & Supplies	3,196,220	3,051,400	139,000	3,190,400	1,541,904	3,076,520
342	Fire Investigation	2,412	2,500		2,500	-	2,500
343	Gas, Oil & Tires	1,286,204	1,306,000		1,306,000	695,920	1,329,500
344	Prisoner Costs	105,953	108,000		108,000	73,032	168,000
345	Uniforms	288,983	520,800	270,000	790,800	256,832	562,000
346	Resale Food	5,966	10,000		10,000	862	10,000
347	Resale Merchandise	15,326	15,750		15,750	6,126	15,750
351	Athletic Supplies	5,564	12,000		12,000	1,950	12,000
353	Computer Software	-	500		500	-	500
354	Special Events Supplies	29,464	36,500		36,500	15,965	36,500
356	Fire Prevention	7,437	8,500		8,500	7,281	9,000
358	Commissions	16,104	18,000		18,000	7,657	18,000
359	Street & Road Treatment	399,289	400,000	286,088	686,088	396,138	400,000
	TOTAL COMMODITIES	5,358,921	5,489,950	695,088	6,185,038	3,003,667	5,640,270
Capital Outlay							
458	C/O - Major Improvements	-	-		-	-	-
459	C/O - Equipment	5,064,040	4,540,250	7,668,926	12,209,176		6,281,959
461	C/O - Lease Purch. Payments	873,968	591,692		591,692		293,707
	TOTAL CAPITAL OUTLAY	5,938,008	5,131,942	7,668,926	12,800,868	-	6,575,666
Contributions & Other							
566	Trf. & Cont. to Other Funds	7,177,606	6,400,000	18,875,280	25,275,280	4,840,741	4,993,000
567	Cont. to Other Govt Units	6,072,892	1,086,535		1,086,535	626,990	1,090,159
568	Other Contributions	2,411,169	2,519,000	255,000	2,774,000	1,121,371	2,769,000
572	Interest on Bonds	26,231	11,050		11,050	9,900	4,800
598	Contingency		239,650	(22,221)	217,429	-	196,566
670	Interest		-		-	-	-
671	Principal on Bonds	490,000	257,917		257,917	511,914	80,000
673							
674	Bond Service Charges	1,750	1,750		1,750	1,750	1,750
677					-		-
	TOTAL CONTRIBUTIONS & OTH.	16,179,648	10,515,902	19,108,059	29,623,961	7,112,666	9,135,275
TOTAL EXPENDITURES		113,735,108	111,438,348	28,494,665	139,933,013	61,495,305	113,533,100

**City of Charleston
Municipal Budget
FY 2026
General Fund Expenditure Summary by Department**

Exp. Code	Description	Actual FY 2024	Original FY 2025	FY 2025 YTD Amendments	Current FY 2025	Proposed FY 2026
409-00	Mayor's Office	570,319	778,670	-	778,670	763,155
409-02	CARE Office	356,672	341,895	50,000	391,895	398,003
410-00	City Council	421,480	478,959	-	478,959	513,201
412-00	City Manager	2,007,552	2,231,907	125,000	2,356,907	2,225,114
413-00	City Treasurer	195,216	206,794	-	206,794	214,718
414-00	City Collector	1,160,520	1,369,718	-	1,369,718	1,439,718
415-00	City Clerk	193,774	209,202	-	209,202	220,579
416-00	Municipal Court	472,794	535,811	-	535,811	557,841
417-00	Legal	1,190,585	1,392,800	-	1,392,800	1,559,633
418-00	Accounting	480,139	513,941	-	513,941	563,519
420-00	Engineering	732,752	774,501	-	774,501	791,151
420-01	Engineering - Stormwater	189,754	211,808	-	211,808	218,118
421-00	MOECD	621,290	701,721	-	701,721	688,724
422-00	Human Resources	618,908	711,646	-	711,646	705,985
422-01	Wellness Program	-	6,050	-	6,050	6,050
424-00	Main Street	75,000	75,000	75,000	150,000	75,000
427-00	Debt Service	517,981	270,717	-	270,717	86,550
430-00	Development Services	2,546,930	2,299,129	500,000	2,799,129	2,368,573
431-00	Mailroom	209,064	235,885	-	235,885	238,314
432-00	Capitol Market	20,000	30,000	-	30,000	30,000
435-00	Intergovenmental Council	19,844	20,500	-	20,500	20,000
438-00	Elections	-	-	-	-	80,000
439-00	Information Systems	1,625,800	3,064,112	-	3,064,112	2,019,198
440-00	General Services	1,240,924	1,329,997	-	1,329,997	1,433,902
440-93	Retiree Health	7,297,743	8,035,000	-	8,035,000	7,792,000
442-01	Constituent Services	316,571	360,643	-	360,643	415,095
444-**	Transfers to Other Funds	6,421,822	4,420,000	15,195,280	19,615,280	4,420,000
500-00	Morris Street Building	369,441	443,899	-	443,899	449,721
501-00	Wellness Clinic	954,123	947,187	-	947,187	975,428
566-00	Public Works	405,311	483,019	-	483,019	466,436
567-00	Public Grounds	1,481,186	1,660,723	30,000	1,690,723	1,777,768
567-01	Carriage Trail	159,211	122,137	-	122,137	78,165
699-00	Contingency	-	239,650	(22,221)	217,429	196,566
700-00	Police - Uniform	22,438,843	22,641,614	342,592	22,984,206	23,266,504
700-01	Police - Civilian	1,422,230	1,578,486	5,000	1,583,486	1,631,485
700-03	Leadership Council on Public	-	4,000	-	4,000	4,000
706-00	Fire - Uniform	24,334,577	23,828,922	275,000	24,103,922	23,951,683
706-01	Fire- Civilian	126,908	140,717	-	140,717	146,825
712-00	Traffic Engineering	1,634,385	1,609,771	-	1,609,771	1,680,582
716-00	Emergency Management	20,224	121,014	4,000	125,014	156,993
750-00	Street Department	4,242,812	4,995,594	286,088	5,281,682	5,226,886
754-00	Equipment Maintenance	3,945,492	3,931,923	-	3,931,923	3,984,181
800-00	Refuse & Recycling	3,715,176	4,039,127	-	4,039,127	4,235,248
803-00	Health Department	100,000	100,000	-	100,000	100,000

**City of Charleston
Municipal Budget
FY 2026
General Fund Expenditure Summary by Department**

Exp. Code	Description	Actual FY 2024	Original FY 2025	FY 2025 YTD Amendments	Current FY 2025	Proposed FY 2026
900-00	Parks & Rec	2,924,615	3,220,099	100,000	3,320,099	3,315,258
901-00	CVB	1,633,879	1,525,000	-	1,525,000	1,675,000
903-00	Fairs & Festivals	288,000	315,000	180,000	495,000	415,000
905-00	Capital Sports Center	5,000,000	-	-	-	-
906-00	Arts Contributions	85,000	85,000	-	85,000	85,000
906-01	Public Art	113,111	208,023	-	208,023	212,593
910-01	CCCC Contributions	733,547	982,000	3,680,000	4,662,000	555,000
911-00	Charleston Area Alliance	100,000	100,000	-	100,000	100,000
916-00	Library	972,892	986,535	-	986,535	990,159
919-00	Appalachian Power Park	211,199	259,700	-	259,700	280,000
952-00	Spring Hill Cemetery	881,241	1,130,860	-	1,130,860	1,156,812
975-00	Capital - General Government	496,800	638,947	541,882	1,180,829	971,849
976-00	Capital - Public Safety	2,681,402	2,199,709	5,338,051	7,537,760	2,732,479
977-00	Capital - Streets	1,072,259	1,085,193	908,132	1,993,325	1,813,045
978-00	Capital - Health & Sanitation	1,492,034	739,084	735,725	1,474,809	674,396
979-00	Capital - Parks & Rec	104,243	333,283	145,136	478,419	291,000
980-00	Capital - Social Services	91,272	135,726	-	135,726	92,897
TOTAL EXPENDITURES		113,734,847	111,438,348	28,494,665	139,933,013	113,533,100

**City of Charleston
Municipal Budget
FY 2026
Coal Severance Fund**

Rev. Code	Description	Actual FY 2024	Original FY 2025	FY 2025 YTD Amendments	Current FY 2025	YTD Jan Actual FY 2026	Estimated FY 2026
	Fund Balance		30,000	26,155	56,155	-	29,800
310	Coal Severance Tax	210,762	150,000		150,000	81,446	130,000
380	Interest Earnings	137	-		-	254	200
Total Available		210,899	180,000	26,155	206,155	81,700	160,000

Exp. Code	Description	Actual FY 2024	Original FY 2025	FY 2025 YTD Amendments	Current FY 2025	YTD Jan Actual FY 2026	Estimated FY 2026
566	Trf. & Cont. to Other Funds	211,300	180,000	26,155	206,155	93,773	160,000

**City of Charleston
Municipal Budget
FY 2026
General Fund
Summary of Transfers, Support, and Contributions**

Exp. Code	Receiving Organization/Entity	Actual FY 2024	Original FY 2025	FY 2025 YTD Amendments	Current FY 2025	Proposed FY 2026
566	Trf. & Cont. to Other Funds					
	General Maintenance Fund	1,235,000	535,000	1,307,000	1,842,000	535,000
	Facilities Maintenance Fund	810,000	610,000	10,738,280	11,348,280	610,000
	City Service Fee Capital Projects Fund	3,251,822	3,000,000	1,000,000	4,000,000	3,000,000
	Charleston Land Reuse Agency	-	-	600,000	600,000	-
	Turf Maintenance Fund	-	250,000		250,000	250,000
	Stadium Maintenance Fund	25,000	25,000		25,000	25,000
	Cemetery Endowment Fund	22,238	18,000		18,000	18,000
	IT Infrastructure Fund		980,000		980,000	-
	Community Participation Program Fund		-	250,000	250,000	-
	Beautification Commission Fund	100,000	-	100,000	100,000	-
	Sidewalk Improvement Program Fund		-	500,000	500,000	-
	Public Safety Center Fund	1,000,000	-	700,000	700,000	-
	Charleston Civic Center (support)	733,546	982,000	3,680,000	4,662,000	555,000
	Total Trf. & Cont. to Other Funds	7,177,606	6,400,000	18,875,280	25,275,280	4,993,000
567	Cont. to Other Govt Units					
	Kanawha-Charleston Health Department	100,000	100,000		100,000	100,000
	Library	972,892	986,535		986,535	990,159
	Capital Sports Center	5,000,000	-	-	-	-
	Total Cont. to Other Govt Units	6,072,892	1,086,535	-	1,086,535	1,090,159
568	Other Contributions					
	Mayors Discretionary Contributions	33,990	35,000		35,000	35,000
	Mayors Economic Incentives	115,300	290,000		290,000	290,000
	Kanawha-Charleston Humane Association	60,000	60,000		60,000	60,000
	Citizens Police Academy Alumni Association	-	4,000		4,000	4,000
	Charleston Urban Works	75,000	75,000	75,000	150,000	75,000
	Convention & Visitors Bureau (Hotel/Motel Tax)	1,633,879	1,525,000		1,525,000	1,675,000
	Fund for the Arts	70,000	70,000		70,000	70,000
	Chas. Area Alliance - Operations	50,000	50,000		50,000	50,000
	Chas. Area Alliance - Recruitment Incentives	50,000	50,000		50,000	50,000
	WV Symphony	15,000	15,000		15,000	15,000
	Capitol Market	20,000	30,000		30,000	30,000
	Festivals:	288,000	315,000	180,000	495,000	415,000
	July 4th Celebration	31,000	-		-	-
	Semiquincentennial Celebration	-	-		-	100,000
	Festivall	125,000	125,000		125,000	125,000
	Green Chili Cookoff	2,000	-		-	-
	MultiFest	30,000	40,000		40,000	40,000
	Charleston Sternwheel Regatta	100,000	150,000		150,000	150,000
	City Center Live	-	-	180,000	180,000	-
	Total Other Contributions	2,411,169	2,519,000	255,000	2,774,000	2,769,000
	Total Transfers, Support, and Contributions	15,661,667	10,005,535	19,130,280	29,135,815	8,852,159

City of Charleston
MUNICIPAL BUDGET
July 1, 2025 - June 30, 2026

Section 2

Pay Grade Schedules

**City of Charleston
Municipal Budget
FY 2026**

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	30,155	45,233	14.50	21.75
105	31,357	47,036	15.08	22.61
106	32,619	48,929	15.68	23.52
107	33,944	50,916	16.32	24.48
108	35,335	53,003	16.99	25.48
109	36,796	55,194	17.69	26.54
110	37,831	56,747	18.19	27.28
111	38,922	58,383	18.71	28.07
112	40,197	60,296	19.33	28.99
113	41,973	62,960	20.18	30.27
114	43,422	65,133	20.88	31.31
115	45,380	68,070	21.82	32.73
116	46,916	70,374	22.56	33.83
117	48,658	72,987	23.39	35.09
119	53,097	79,646	25.53	38.29
120	54,556	81,834	26.23	39.34
121	57,179	85,769	27.49	41.23
123	62,827	94,241	30.21	45.31
124	65,864	98,796	31.67	47.50
125	69,053	103,580	33.20	49.80
126	72,402	108,603	34.81	52.21
127	75,918	113,877	36.50	54.75
128	79,538	119,307	38.24	57.36
129	83,161	124,742	39.98	59.97
130	86,965	130,448	41.81	62.72
132	95,153	142,730	45.75	68.62
135	109,036	163,554	52.42	78.63
139	131,008	196,512	62.98	94.48

**City of Charleston
Municipal Budget
Projected FY 2027
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	31,195	45,233	15.00	21.75
105	32,397	46,976	15.58	22.58
106	33,659	48,806	16.18	23.46
107	34,984	50,727	16.82	24.39
108	36,375	52,744	17.49	25.36
109	37,836	54,862	18.19	26.38
110	38,871	56,363	18.69	27.10
111	39,962	57,945	19.21	27.86
112	41,237	59,794	19.83	28.75
113	43,013	62,369	20.68	29.99
114	44,462	64,470	21.38	31.00
115	46,420	67,309	22.32	32.36
116	47,956	69,536	23.06	33.43
117	49,698	72,062	23.89	34.65
119	54,137	78,499	26.03	37.74
120	55,596	80,614	26.73	38.76
121	58,219	84,418	27.99	40.59
123	63,867	92,607	30.71	44.52
124	66,904	97,011	32.17	46.64
125	70,093	101,635	33.70	48.86
126	73,442	106,491	35.31	51.20
127	76,958	111,589	37.00	53.65
128	80,578	116,838	38.74	56.17
129	84,201	122,091	40.48	58.70
130	88,005	127,607	42.31	61.35
132	96,193	139,480	46.25	67.06
135	110,076	159,610	52.92	76.74
139	132,048	191,470	63.48	92.05

**City of Charleston
Municipal Budget
FY 2026**

Police Wage Progression Schedule

Yrs. Of Service	Patrolman Hourly	Corporal Hourly	Sergeant Hourly	Lieutenant Hourly	Captain Hourly
0	24.151	25.621	27.465	29.634	32.094
1	24.151	25.741	27.585	29.754	32.214
2	24.271	25.861	27.705	29.874	32.334
3	24.391	25.982	27.826	29.995	32.455
4	24.512	26.102	27.946	30.115	32.575
5	24.632	26.222	28.066	30.235	32.695
6	24.752	26.342	28.186	30.355	32.815
7	24.872	26.462	28.306	30.475	32.935
8	24.992	26.583	28.427	30.596	33.056
9	25.113	26.703	28.547	30.716	33.176
10	25.233	26.823	28.667	30.836	33.296
11	25.353	26.943	28.787	30.956	33.416
12	25.473	27.063	28.907	31.076	33.536
13	25.593	27.184	29.028	31.197	33.657
14	25.714	27.304	29.148	31.317	33.777
15	25.834	27.424	29.268	31.437	33.897
16	25.954	27.544	29.388	31.557	34.017
17	26.074	27.664	29.508	31.677	34.137
18	26.194	27.784	29.628	31.797	34.257
19	26.314	27.905	29.749	31.918	34.378
20	26.435	28.025	29.869	32.038	34.498
21	26.555	28.145	29.989	32.158	34.618
22	26.675	28.265	30.109	32.278	34.738
23	26.795	28.385	30.229	32.398	34.858
24	26.915	28.506	30.350	32.519	34.979
25	27.036	28.626	30.470	32.639	35.099
26	27.156	28.746	30.590	32.759	35.219
27	27.276	28.866	30.710	32.879	35.339
28	27.396	28.986	30.830	32.999	35.459
29	27.516	29.107	30.951	33.120	35.580
30	27.637	29.227	31.071	33.240	35.700

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

Each employee qualified and actively assigned by the Police Chief to the SWAT Team, Dive Team, Marine Unit, or as a Polygraph Examiner, Range Officer, or Drug Recognition Expert will receive \$500 (pre-tax and required deductions) annually for each special assignment, up to a maximum of \$3,000 annually. The maximum number of officers for each assignment will be: SWAT Team (20), Dive Team (5), Marine Unit (12), Polygraph Examiner (2), Range Officer (20), and Drug Recognition Expert (3). This special assignment incentive will be prorated and paid equally per pay period and is in addition to the hourly rates listed above.

City of Charleston
Municipal Budget
FY 2026
Fire/EMT 8 Hour Shift

Yrs. Of Service	Firefighter Hourly	Lieutenant Hourly	Captain Hourly	Asst Chief Hourly
0	21.917	24.551	26.395	31.024
1	21.983	24.617	26.461	31.090
2	22.049	24.683	26.527	31.156
3	22.116	24.750	26.594	31.223
4	22.182	24.816	26.660	31.289
5	22.248	24.882	26.726	31.355
6	22.315	24.949	26.793	31.422
7	22.381	25.015	26.859	31.488
8	22.447	25.081	26.925	31.554
9	22.514	25.148	26.992	31.621
10	22.580	25.214	27.058	31.687
11	22.646	25.280	27.124	31.753
12	22.713	25.347	27.191	31.820
13	22.779	25.413	27.257	31.886
14	22.845	25.479	27.323	31.952
15	22.912	25.546	27.390	32.019
16	22.978	25.612	27.456	32.085
17	23.044	25.678	27.522	32.151
18	23.111	25.745	27.589	32.218
19	23.177	25.811	27.655	32.284
20	23.243	25.877	27.721	32.350
21	23.310	25.944	27.788	32.417
22	23.376	26.010	27.854	32.483
23	23.443	26.077	27.921	32.550
24	23.509	26.143	27.987	32.616
25	23.575	26.209	28.053	32.682
26	23.642	26.276	28.120	32.749
27	23.708	26.342	28.186	32.815
28	23.774	26.408	28.252	32.881
29	23.841	26.475	28.319	32.948
30	23.907	26.541	28.385	33.014

Each employee qualified and actively assigned by the Fire Chief to the Hazardous Materials Team, Urban Search & Rescue Team, Dive Team, or Swift Water Team will receive \$500 (pre-tax and required deductions) annually for each special team assignment, up to a maximum of \$2,000 annually. At no point may there be more than 50 active members on any individual team. This special team incentive will be prorated and paid equally per pay period and is in addition to the hourly rates listed above.

City of Charleston
Municipal Budget
FY 2026
Fire/EMT Advanced 8 Hour Shift

Yrs. Of Service	Firefighter Hourly	Lieutenant Hourly	Captain Hourly	Asst Chief Hourly
0	22.494	25.128	26.972	31.601
1	22.560	25.194	27.038	31.667
2	22.626	25.260	27.104	31.733
3	22.693	25.327	27.171	31.800
4	22.759	25.393	27.237	31.866
5	22.825	25.459	27.303	31.932
6	22.892	25.526	27.370	31.999
7	22.958	25.592	27.436	32.065
8	23.024	25.658	27.502	32.131
9	23.091	25.725	27.569	32.198
10	23.157	25.791	27.635	32.264
11	23.223	25.857	27.701	32.330
12	23.290	25.924	27.768	32.397
13	23.356	25.990	27.834	32.463
14	23.422	26.056	27.900	32.529
15	23.489	26.123	27.967	32.596
16	23.555	26.189	28.033	32.662
17	23.621	26.255	28.099	32.728
18	23.688	26.322	28.166	32.795
19	23.754	26.388	28.232	32.861
20	23.820	26.454	28.298	32.927
21	23.887	26.521	28.365	32.994
22	23.953	26.587	28.431	33.060
23	24.020	26.654	28.498	33.127
24	24.086	26.720	28.564	33.193
25	24.152	26.786	28.630	33.259
26	24.219	26.853	28.697	33.326
27	24.285	26.919	28.763	33.392
28	24.351	26.985	28.829	33.458
29	24.418	27.052	28.896	33.525
30	24.484	27.118	28.962	33.591

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

Each employee qualified and actively assigned by the Fire Chief to the Hazardous Materials Team, Urban Search & Rescue Team, Dive Team, or Swift Water Team will receive \$500 (pre-tax and required deductions) annually for each special team assignment, up to a maximum of \$2,000 annually. At no point may there be more than 50 active members on any individual team. This special team incentive will be prorated and paid equally per pay period and is in addition to the hourly rates listed above.

**City of Charleston
Municipal Budget
FY 2026
Fire/Paramedic 8 Hour Shift**

Yrs. Of Service	Firefighter Hourly	Lieutenant Hourly	Captain Hourly	Asst Chief Hourly
0	23.239	25.873	27.717	32.346
1	23.305	25.939	27.783	32.412
2	23.371	26.005	27.849	32.478
3	23.438	26.072	27.916	32.545
4	23.504	26.138	27.982	32.611
5	23.570	26.204	28.048	32.677
6	23.637	26.271	28.115	32.744
7	23.703	26.337	28.181	32.810
8	23.769	26.403	28.247	32.876
9	23.836	26.470	28.314	32.943
10	23.902	26.536	28.380	33.009
11	23.968	26.602	28.446	33.075
12	24.035	26.669	28.513	33.142
13	24.101	26.735	28.579	33.208
14	24.167	26.801	28.645	33.274
15	24.234	26.868	28.712	33.341
16	24.300	26.934	28.778	33.407
17	24.366	27.000	28.844	33.473
18	24.433	27.067	28.911	33.540
19	24.499	27.133	28.977	33.606
20	24.565	27.199	29.043	33.672
21	24.632	27.266	29.110	33.739
22	24.698	27.332	29.176	33.805
23	24.765	27.399	29.243	33.872
24	24.831	27.465	29.309	33.938
25	24.897	27.531	29.375	34.004
26	24.964	27.598	29.442	34.071
27	25.030	27.664	29.508	34.137
28	25.096	27.730	29.574	34.203
29	25.163	27.797	29.641	34.270
30	25.229	27.863	29.707	34.336

Each certified Paramedic receives \$2,750 annually in addition to the rank & service rate. This table reflects that pay.

Each employee qualified and actively assigned by the Fire Chief to the Hazardous Materials Team, Urban Search & Rescue Team, Dive Team, or Swift Water Team will receive \$500 (pre-tax and required deductions) annually for each special team assignment, up to a maximum of \$2,000 annually. At no point may there be more than 50 active members on any individual team. This special team incentive will be prorated and paid equally per pay period and is in addition to the hourly rates listed above.

**City of Charleston
Municipal Budget
FY 2026
Fire/EMT 24 Hour Shift**

Yrs. Of Service	Firefighter Hourly	Lieutenant Hourly	Captain Hourly	Asst Chief Hourly
0	17.891	20.041	21.546	25.325
1	17.945	20.095	21.600	25.379
2	18.000	20.150	21.655	25.434
3	18.054	20.204	21.709	25.488
4	18.108	20.258	21.763	25.542
5	18.162	20.312	21.817	25.596
6	18.216	20.366	21.871	25.650
7	18.270	20.420	21.925	25.704
8	18.325	20.475	21.980	25.759
9	18.379	20.529	22.034	25.813
10	18.433	20.583	22.088	25.867
11	18.487	20.637	22.142	25.921
12	18.541	20.691	22.196	25.975
13	18.595	20.745	22.250	26.029
14	18.649	20.799	22.304	26.083
15	18.704	20.854	22.359	26.138
16	18.758	20.908	22.413	26.192
17	18.812	20.962	22.467	26.246
18	18.866	21.016	22.521	26.300
19	18.920	21.070	22.575	26.354
20	18.974	21.124	22.629	26.408
21	19.029	21.179	22.684	26.463
22	19.083	21.233	22.738	26.517
23	19.137	21.287	22.792	26.571
24	19.191	21.341	22.846	26.625
25	19.245	21.395	22.900	26.679
26	19.299	21.449	22.954	26.733
27	19.354	21.504	23.009	26.788
28	19.408	21.558	23.063	26.842
29	19.462	21.612	23.117	26.896
30	19.516	21.666	23.171	26.950

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

Each employee qualified and actively assigned by the Fire Chief to the Hazardous Materials Team, Urban Search & Rescue Team, Dive Team, or Swift Water Team will receive \$500 (pre-tax and required deductions) annually for each special team assignment, up to a maximum of \$2,000 annually. At no point may there be more than 50 active members on any individual team. This special team incentive will be prorated and paid equally per pay period and is in addition to the hourly rates listed above.

**City of Charleston
Municipal Budget
FY 2026**

Fire/EMT Advanced 24 Hour Shift

Yrs. Of Service	Firefighter Hourly	Lieutenant Hourly	Captain Hourly	Asst Chief Hourly
0	18.362	20.512	22.017	25.796
1	18.416	20.566	22.071	25.850
2	18.471	20.621	22.126	25.905
3	18.525	20.675	22.180	25.959
4	18.579	20.729	22.234	26.013
5	18.633	20.783	22.288	26.067
6	18.687	20.837	22.342	26.121
7	18.741	20.891	22.396	26.175
8	18.796	20.946	22.451	26.230
9	18.850	21.000	22.505	26.284
10	18.904	21.054	22.559	26.338
11	18.958	21.108	22.613	26.392
12	19.012	21.162	22.667	26.446
13	19.066	21.216	22.721	26.500
14	19.120	21.270	22.775	26.554
15	19.175	21.325	22.830	26.609
16	19.229	21.379	22.884	26.663
17	19.283	21.433	22.938	26.717
18	19.337	21.487	22.992	26.771
19	19.391	21.541	23.046	26.825
20	19.445	21.595	23.100	26.879
21	19.500	21.650	23.155	26.934
22	19.554	21.704	23.209	26.988
23	19.608	21.758	23.263	27.042
24	19.662	21.812	23.317	27.096
25	19.716	21.866	23.371	27.150
26	19.770	21.920	23.425	27.204
27	19.825	21.975	23.480	27.259
28	19.879	22.029	23.534	27.313
29	19.933	22.083	23.588	27.367
30	19.987	22.137	23.642	27.421

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.

Each employee qualified and actively assigned by the Fire Chief to the Hazardous Materials Team, Urban Search & Rescue Team, Dive Team, or Swift Water Team will receive \$500 (pre-tax and required deductions) annually for each special team assignment, up to a maximum of \$2,000 annually. At no point may there be more than 50 active members on any individual team. This special team incentive will be prorated and paid equally per pay period and is in addition to the hourly rates listed above.

**City of Charleston
Municipal Budget
FY 2026
Fire/Paramedic 24 Hour Shift**

Yrs. Of Service	Firefighter Hourly	Lieutenant Hourly	Captain Hourly	Asst Chief Hourly
0	18.970	21.120	22.625	26.404
1	19.024	21.174	22.679	26.458
2	19.079	21.229	22.734	26.513
3	19.133	21.283	22.788	26.567
4	19.187	21.337	22.842	26.621
5	19.241	21.391	22.896	26.675
6	19.295	21.445	22.950	26.729
7	19.349	21.499	23.004	26.783
8	19.404	21.554	23.059	26.838
9	19.458	21.608	23.113	26.892
10	19.512	21.662	23.167	26.946
11	19.566	21.716	23.221	27.000
12	19.620	21.770	23.275	27.054
13	19.674	21.824	23.329	27.108
14	19.728	21.878	23.383	27.162
15	19.783	21.933	23.438	27.217
16	19.837	21.987	23.492	27.271
17	19.891	22.041	23.546	27.325
18	19.945	22.095	23.600	27.379
19	19.999	22.149	23.654	27.433
20	20.053	22.203	23.708	27.487
21	20.108	22.258	23.763	27.542
22	20.162	22.312	23.817	27.596
23	20.216	22.366	23.871	27.650
24	20.270	22.420	23.925	27.704
25	20.324	22.474	23.979	27.758
26	20.378	22.528	24.033	27.812
27	20.433	22.583	24.088	27.867
28	20.487	22.637	24.142	27.921
29	20.541	22.691	24.196	27.975
30	20.595	22.745	24.250	28.029

Each certified Paramedic receives \$2,750 annually in addition to the rank & service rate. This table reflects that pay. Paramedic receives an additional \$3.50 per hour when riding ambulance.

Each employee qualified and actively assigned by the Fire Chief to the Hazardous Materials Team, Urban Search & Rescue Team, Dive Team, or Swift Water Team will receive \$500 (pre-tax and required deductions) annually for each special team assignment, up to a maximum of \$2,000 annually. At no point may there be more than 50 active members on any individual team. This special team incentive will be prorated and paid equally per pay period and is in addition to the hourly rates listed above.

**City of Charleston
MUNICIPAL BUDGET
July 1, 2025 - June 30, 2026**

Section 3

Department Staffing

**City of Charleston
Municipal Budget
FY 2026
General Fund**

Authorized Full Time Positions

409-00 Mayor's Office		FY 2025 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 2026 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 2025 Current Approved
Title	FLSA/Paygrade	FTE
CARE Coordinator	E/115	1
Outreach Coordinator	E/114	1
Total		2

409-02 CARE Office		FY 2026 Proposed
Title	FLSA/Paygrade	FTE
CARE Coordinator	E/115	1
Outreach Coordinator	E/114	1
Total		2

410-00 City Council		FY 2025 Current Approved
Title	FLSA/Paygrade	FTE
Council Member	E/002	26
Total		26

410-00 City Council		FY 2026 Proposed
Title	FLSA/Paygrade	FTE
Council Member	E/002	26
Total		26

412-00 City Manager		FY 2025 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 2026 Proposed
Title	FLSA/Paygrade	FTE
City Manager	E/139	1
Director of Finance	E/132	1
Projects Administrator	E/124	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	1
Administrative Assistant I	N-COMP/109	1
Total		8

413-00 City Treasurer		FY 2025 Current Approved
Title	FLSA/Paygrade	FTE
City Treasurer	E/003	1
Assistant Treasurer	N-COMP/116	1
Treasury Technician	N-COMP/113	1
Total		3

413-00 City Treasurer		FY 2026 Proposed
Title	FLSA/Paygrade	FTE
City Treasurer	E/003	1
Assistant Treasurer	N-COMP/116	1
Treasury Technician	N-COMP/113	1
Total		3

414-00 City Collector		FY 2025 Current Approved
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

414-00 City Collector		FY 2026 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

**City of Charleston
Municipal Budget
FY 2026
General Fund**

Authorized Full Time Positions

415-00 City Clerk			FY 2025 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 2026 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 2025 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 2026 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 2025 Current Approved		
Title	FLSA/Paygrade	FTE			
City Attorney	E/135	1			
Assistant. City Attorney	E/125	3			
Senior Staff Associate	E/119	1			
Legal Assistant	N-COMP/112	1			
		Total			6

417-00 Legal			FY 2026 Proposed		
Title	FLSA/Paygrade	FTE			
City Attorney	E/135	1			
Assistant. City Attorney	E/125	3			
Senior Staff Associate	E/119	1			
Legal Assistant	N-COMP/112	1			
		Total			6

418-00 Accounting			FY 2025 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 2026 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 2025 Current Approved		
Title	FLSA/Paygrade	FTE			
City Engineer	E/127	1			
Assistant City Engineer	E/125	1			
Field Engineer	E/123	1			
Field Engineering Technician	N-COMP/116	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 2026 Proposed		
Title	FLSA/Paygrade	FTE			
City Engineer	E/127	1			
Assistant City Engineer	E/125	1			
Field Engineer	E/123	1			
Field Engineering Technician	N-COMP/116	1			
Design Technician	N-COMP/114	1			
Surveyor	N-COMP/117	1			
Engineering Inspection Tech.	N-COMP/114	1			
		Total			7

**City of Charleston
Municipal Budget
FY 2026
General Fund**

Authorized Full Time Positions

420-01 Engineering - Stormwater FY 2025 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 2026 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 2025 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 2026 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

422-00 Human Resources FY 2025 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 2026 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

430-00 Development Services FY 2025 Current Approved		
Title	FLSA/Paygrade	FTE
Director of Development	E/129	1
Building Commissioner	E/126	1
Code Enforcement Supervisor	N-COMP/119	1
Planner	N-COMP/119	2
Planner-LRA	N-COMP/119	1
Plans Reviewer II	N-COMP/119	1
Building Inspector	N-COMP/117	2
Code Enforcement Official	N-COMP/116	8
Administrative Assistant II	N-COMP/114	1
Permit Coordinator	N-COMP/114	1
Administrative Assistant I	N-COMP/109	2
Total		21

430-00 Development Services FY 2026 Proposed		
Title	FLSA/Paygrade	FTE
Director of Development	E/129	1
Building Commissioner	E/126	1
Code Enforcement Supervisor	N-COMP/119	1
Planner	N-COMP/119	2
Planner-LRA	N-COMP/119	1
Plans Reviewer II	N-COMP/119	1
Building Inspector	N-COMP/117	2
Code Enforcement Official	N-COMP/116	8
Administrative Assistant II	N-COMP/114	1
Permit Coordinator	N-COMP/114	1
Administrative Assistant I	N-COMP/109	2
Total		21

431-00 Mail Room FY 2025 Current Approved		
Title	FLSA/Paygrade	FTE
Office Support Specialist	N-OT/107	1
Total		1

431-00 Mail Room FY 2026 Proposed		
Title	FLSA/Paygrade	FTE
Office Support Specialist	N-OT/107	1
Total		1

**City of Charleston
Municipal Budget
FY 2026
General Fund**

Authorized Full Time Positions

439-00 Information Systems		FY 2025 Current Approved
Title	FLSA/Paygrade	FTE
IT Operations/Projects Mngr.	E/124	1
Apps. & Reporting Analyst	E/121	1
Network Administrator	E/119	5
Info. Services Coordinator	E/113	1
PC Technician	E/113	1
Total		9

439-00 Information Systems		FY 2026 Proposed
Title	FLSA/Paygrade	FTE
IT Operations/Projects Mngr.	E/124	1
Apps. & Reporting Analyst	E/121	1
Network Administrator	E/119	5
Info. Services Coordinator	E/113	1
PC Technician	E/113	1
Total		9

440-00 General Services		FY 2025 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	2
Total		11

440-00 General Services		FY 2026 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 2025 Current Approved
Title	FLSA/Paygrade	FTE
Communications Specialist	E/119	1
Senior Special Events Coordinatc	N-COMP/114	1
Constituent Services Assistant	N-COMP/109	2
Total		4

442-01 Constituent Services		FY 2026 Proposed
Title	FLSA/Paygrade	FTE
Communications Specialist	E/119	1
Sr. Constituent Services Asst.	E/119	1
Sr. Special Events Coordinator	N-COMP/114	1
Constituent Services Assistant	N-COMP/109	1
Total		4

500-00 Morris Square		FY 2025 Current Approved
Title	FLSA/Paygrade	FTE
Custodian	N-OT/104	2
Total		2

500-00 Morris Square		FY 2026 Proposed
Title	FLSA/Paygrade	FTE
Custodian	N-OT/104	2
Total		2

566-00 Public Works		FY 2025 Current Approved
Title	FLSA/Paygrade	FTE
Director of Public Works	E/132	1
Administrative Assistant I	N-OT/109	3
Total		4

566-00 Public Works		FY 2026 Proposed
Title	FLSA/Paygrade	FTE
Director of Public Works	E/132	1
Administrative Assistant I	N-OT/109	3
Total		4

**City of Charleston
Municipal Budget
FY 2026
General Fund**

Authorized Full Time Positions

567-00 Public Grounds		FY 2025 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 2026 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	18
Total		27

567-01 Public Grounds - Carriage Trail		FY 2025 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 2026 Proposed
Title	FLSA/Paygrade	FTE
Trail Specialist	N-OT/106	1
Grounds Maintenance Worker	N-OT/104	0
Total		1

700-00 Police - Uniformed		FY 2025 Current Approved
Title	FLSA/Paygrade	FTE
Police Chief	E/132	1
Uniformed Members	var	172
Total		173

700-00 Police - Uniformed		FY 2026 Proposed
Title	FLSA/Paygrade	FTE
Police Chief	E/132	1
Uniformed Members	var	172
Total		173

700-01 Police - Civilian		FY 2025 Current Approved
Title	FLSA/Paygrade	FTE
Assistant to the Chief	E/119	1
Domestic Violence Coordinator	N-COMP/113	1
Animal Control Officer	N-OT/110	2
Administrative Assistant I	N-COMP/109	2
Evidence Technician	N-OT/110	1
Police Supply Technician	N-OT/107	1
Office Support Specialist	N-OT/107	15
Total		23

700-01 Police - Civilian		FY 2026 Proposed
Title	FLSA/Paygrade	FTE
Assistant to the Chief	E/119	1
Domestic Violence Coordinator	N-COMP/113	1
Animal Control Officer	N-OT/110	2
Administrative Assistant I	N-COMP/109	2
Evidence Technician	N-OT/110	1
Police Supply Technician	N-OT/107	1
Office Support Specialist	N-OT/107	15
Total		23

706-00 Fire - Uniformed		FY 2025 Current Approved
Title	FLSA/Paygrade	FTE
Fire Chief	E/132	1
Uniformed Members	var	168
Total		169

706-00 Fire - Uniformed		FY 2026 Proposed
Title	FLSA/Paygrade	FTE
Fire Chief	E/132	1
Uniformed Members	var	168
Total		169

706-00 Fire - Civilian		FY 2025 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 2026 Proposed
Title	FLSA/Paygrade	FTE
Assistant to the Chief	E/119	1
Logistics Specilaist	N-OT/110	1
Total		2

**City of Charleston
Municipal Budget
FY 2026
General Fund**

Authorized Full Time Positions

712-00 Traffic Engineering		FY 2025 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 2026 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 2025 Current Approved
Title	FLSA/Paygrade	FTE
Dir. of Emergency Mgmt	E/129	1
Total		1

716-00 Homeland Security		FY 2026 Proposed
Title	FLSA/Paygrade	FTE
Dir. of Emergency Mgmt.	E/129	1
Total		1

750-00 Streets		FY 2025 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 2026 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

754-00 Equipment Maintenance		FY 2025 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
Parts Room Assistant	N-OT/104	1
Total		19

754-00 Equipment Maintenance		FY 2026 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
Parts Room Assistant	N-OT/104	1
Total		19

800-00 Refuse & Recycling		FY 2025 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
Heavy Equipment Operator	N-OT/108	1
Sanitation Driver	N-OT/107	24
Sanitation Worker	N-OT/105	36
Total		66

800-00 Refuse & Recycling		FY 2026 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
Heavy Equipment Operator	N-OT/108	1
Sanitation Driver	N-OT/107	24
Sanitation Worker	N-OT/105	36
Total		66

**City of Charleston
Municipal Budget
FY 2026
General Fund**

Authorized Full Time Positions

900-00 Parks & Recreation		FY 2025 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	4
Custodian	N-OT/104	5
Total		32

900-00 Parks & Recreation		FY 2026 Proposed
Title	FLSA/Paygrade	FTE
Dir. of Parks and Recreation	E/129	1
Recreation Program Manager	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	4
Custodian	N-OT/104	5
Total		32

906-01 Office of Public Art		FY 2025 Current Approved
Title	FLSA/Paygrade	FTE
Director of Public Art	E/119	1
Total		1

906-01 Office of Public Art		FY 2026 Proposed
Title	FLSA/Paygrade	FTE
Director of Public Art	E/119	1
Total		1

952-00 Spring Hill Cemetery		FY 2025 Current Approved
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
Arborist	N-OT/113	1
Total		9

952-00 Spring Hill Cemetery		FY 2026 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
Arborist	N-OT/113	1
Total		9

TOTAL POSITIONS	760
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TOTAL POSITIONS	760
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**City of Charleston
Municipal Budget
FY 2026
General Fund**

Salaries & Wages

409-00 Mayor's Office		FY 2025 Current Approved
Pay Type	Amount	
Elected Wages & Salaries	125,000	
Regular Wages & Salaries	199,655	
Irregular Part Time (IPT)	-	
Overtime	-	
Tool Allowance	-	
Total	324,655	

409-00 Mayor's Office		FY 2026 Proposed
Pay Type	Amount	
Elected Wages & Salaries	125,000	
Regular Wages & Salaries	181,682	
Irregular Part Time (IPT)	-	
Overtime	-	
Tool Allowance	-	
Total	306,682	

409-02 CARE Office		FY 2025 Current Approved
Pay Type	Amount	
Elected Wages & Salaries	-	
Regular Wages & Salaries	126,768	
Irregular Part Time (IPT)	-	
Overtime	-	
Tool Allowance	-	
Total	126,768	

409-02 CARE Office		FY 2026 Proposed
Pay Type	Amount	
Elected Wages & Salaries	-	
Regular Wages & Salaries	128,889	
Irregular Part Time (IPT)	-	
Overtime	-	
Tool Allowance	-	
Total	128,889	

410-00 City Council		FY 2025 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 2026 Proposed
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 2025 Current Approved
Pay Type	Amount	
Elected Wages & Salaries	-	
Regular Wages & Salaries	612,814	
Irregular Part Time (IPT)	-	
Overtime	-	
Tool Allowance	-	
Total	612,814	

412-00 City Manager		FY 2026 Proposed
Pay Type	Amount	
Elected Wages & Salaries	-	
Regular Wages & Salaries	628,819	
Irregular Part Time (IPT)	-	
Overtime	-	
Tool Allowance	-	
Total	628,819	

413-00 City Treasurer		FY 2025 Current Approved
Pay Type	Amount	
Elected Wages & Salaries	18,000	
Regular Wages & Salaries	117,126	
Irregular Part Time (IPT)	13,200	
Overtime	-	
Tool Allowance	-	
Total	148,326	

413-00 City Treasurer		FY 2026 Proposed
Pay Type	Amount	
Elected Wages & Salaries	18,000	
Regular Wages & Salaries	119,246	
Irregular Part Time (IPT)	13,200	
Overtime	-	
Tool Allowance	-	
Total	150,446	

**City of Charleston
Municipal Budget
FY 2026
General Fund**

Salaries & Wages

414-00 City Collector		FY 2025 Current Approved
Pay Type	Amount	
Elected Wages & Salaries	-	
Regular Wages & Salaries	852,849	
Irregular Part Time (IPT)	-	
Overtime	-	
Tool Allowance	-	
Total	852,849	

414-00 City Collector		FY 2026 Proposed
Pay Type	Amount	
Elected Wages & Salaries	-	
Regular Wages & Salaries	872,504	
Irregular Part Time (IPT)	-	
Overtime	-	
Tool Allowance	-	
Total	872,504	

415-00 City Clerk		FY 2025 Current Approved
Pay Type	Amount	
Elected Wages & Salaries	-	
Regular Wages & Salaries	147,931	
Irregular Part Time (IPT)	-	
Overtime	-	
Tool Allowance	-	
Total	147,931	

415-00 City Clerk		FY 2026 Proposed
Pay Type	Amount	
Elected Wages & Salaries	-	
Regular Wages & Salaries	153,012	
Irregular Part Time (IPT)	-	
Overtime	-	
Tool Allowance	-	
Total	153,012	

416-00 Municipal Court		FY 2025 Current Approved
Pay Type	Amount	
Elected Wages & Salaries	40,000	
Regular Wages & Salaries	287,746	
Irregular Part Time (IPT)	18,000	
Overtime	26,711	
Tool Allowance	-	
Total	372,457	

416-00 Municipal Court		FY 2026 Proposed
Pay Type	Amount	
Elected Wages & Salaries	40,000	
Regular Wages & Salaries	299,410	
Irregular Part Time (IPT)	10,000	
Overtime	26,711	
Tool Allowance	-	
Total	376,121	

417-00 Legal		FY 2025 Current Approved
Pay Type	Amount	
Elected Wages & Salaries	-	
Regular Wages & Salaries	508,470	
Irregular Part Time (IPT)	-	
Overtime	-	
Tool Allowance	-	
Total	508,470	

417-00 Legal		FY 2026 Proposed
Pay Type	Amount	
Elected Wages & Salaries	-	
Regular Wages & Salaries	504,982	
Irregular Part Time (IPT)	-	
Overtime	-	
Tool Allowance	-	
Total	504,982	

418-00 Accounting		FY 2025 Current Approved
Pay Type	Amount	
Elected Wages & Salaries	-	
Regular Wages & Salaries	303,198	
Irregular Part Time (IPT)	-	
Overtime	-	
Tool Allowance	-	
Total	303,198	

418-00 Accounting		FY 2026 Proposed
Pay Type	Amount	
Elected Wages & Salaries	-	
Regular Wages & Salaries	309,056	
Irregular Part Time (IPT)	-	
Overtime	-	
Tool Allowance	-	
Total	309,056	

**City of Charleston
Municipal Budget
FY 2026
General Fund**

Salaries & Wages

420-00 Engineering	FY 2025 Current Approved
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	523,057
Irregular Part Time (IPT)	10,000
Overtime	-
Tool Allowance	-
Total	533,057

420-00 Engineering	FY 2026 Proposed
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	535,055
Irregular Part Time (IPT)	-
Overtime	-
Tool Allowance	-
Total	535,055

420-01 Engineering - Stormwater	FY 2025 Current Approved
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	147,337
Irregular Part Time (IPT)	-
Overtime	-
Tool Allowance	-
Total	147,337

420-01 Engineering - Stormwater	FY 2026 Proposed
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	149,459
Irregular Part Time (IPT)	-
Overtime	-
Tool Allowance	-
Total	149,459

421-00 MOECD	FY 2025 Current Approved
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	414,831
Irregular Part Time (IPT)	120,000
Overtime	-
Tool Allowance	-
Total	534,831

421-00 MOECD	FY 2026 Proposed
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	423,699
Irregular Part Time (IPT)	80,000
Overtime	-
Tool Allowance	-
Total	503,699

422-00 Human Resources	FY 2025 Current Approved
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	419,294
Irregular Part Time (IPT)	-
Overtime	-
Tool Allowance	-
Total	419,294

422-00 Human Resources	FY 2026 Proposed
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	429,255
Irregular Part Time (IPT)	-
Overtime	-
Tool Allowance	-
Total	429,255

430-00 Development Services	FY 2025 Current Approved
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	1,212,567
Irregular Part Time (IPT)	-
Overtime	-
Tool Allowance	-
Total	1,212,567

430-00 Development Services	FY 2026 Proposed
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	1,239,388
Irregular Part Time (IPT)	-
Overtime	-
Tool Allowance	-
Total	1,239,388

**City of Charleston
Municipal Budget
FY 2026
General Fund**

Salaries & Wages

431-00 Mail Room		FY 2025 Current Approved
Pay Type	Amount	
Elected Wages & Salaries	-	
Regular Wages & Salaries	36,747	
Irregular Part Time (IPT)	-	
Overtime	-	
Tool Allowance	-	
Total	36,747	

431-00 Mail Room		FY 2026 Proposed
Pay Type	Amount	
Elected Wages & Salaries	-	
Regular Wages & Salaries	37,272	
Irregular Part Time (IPT)	-	
Overtime	-	
Tool Allowance	-	
Total	37,272	

439-00 Information Systems		FY 2025 Current Approved
Pay Type	Amount	
Elected Wages & Salaries	-	
Regular Wages & Salaries	567,237	
Irregular Part Time (IPT)	-	
Overtime	-	
Tool Allowance	-	
Total	567,237	

439-00 Information Systems		FY 2026 Proposed
Pay Type	Amount	
Elected Wages & Salaries	-	
Regular Wages & Salaries	581,582	
Irregular Part Time (IPT)	-	
Overtime	-	
Tool Allowance	-	
Total	581,582	

440-00 General Services		FY 2025 Current Approved
Pay Type	Amount	
Elected Wages & Salaries	-	
Regular Wages & Salaries	478,552	
Irregular Part Time (IPT)	10,000	
Overtime	78,981	
Tool Allowance	-	
Total	567,533	

440-00 General Services		FY 2026 Proposed
Pay Type	Amount	
Elected Wages & Salaries	-	
Regular Wages & Salaries	490,239	
Irregular Part Time (IPT)	-	
Overtime	80,910	
Tool Allowance	-	
Total	571,149	

442-01 Constituent Services		FY 2025 Current Approved
Pay Type	Amount	
Elected Wages & Salaries	-	
Regular Wages & Salaries	232,022	
Irregular Part Time (IPT)	25,740	
Overtime	-	
Tool Allowance	-	
Total	257,762	

442-01 Constituent Services		FY 2026 Proposed
Pay Type	Amount	
Elected Wages & Salaries	-	
Regular Wages & Salaries	267,524	
Irregular Part Time (IPT)	28,314	
Overtime	-	
Tool Allowance	-	
Total	295,838	

500-00 Morris Square		FY 2025 Current Approved
Pay Type	Amount	
Elected Wages & Salaries	-	
Regular Wages & Salaries	70,490	
Irregular Part Time (IPT)	-	
Overtime	2,000	
Tool Allowance	-	
Total	72,490	

500-00 Morris Square		FY 2026 Proposed
Pay Type	Amount	
Elected Wages & Salaries	-	
Regular Wages & Salaries	72,622	
Irregular Part Time (IPT)	-	
Overtime	2,000	
Tool Allowance	-	
Total	74,622	

**City of Charleston
Municipal Budget
FY 2026
General Fund**

Salaries & Wages

566-00 Public Works		FY 2025 Current Approved
Pay Type	Amount	
Elected Wages & Salaries	-	
Regular Wages & Salaries	228,724	
Irregular Part Time (IPT)	-	
Overtime	5,000	
Tool Allowance	-	
Total	233,724	

566-00 Public Works		FY 2026 Proposed
Pay Type	Amount	
Elected Wages & Salaries	-	
Regular Wages & Salaries	232,967	
Irregular Part Time (IPT)	-	
Overtime	5,000	
Tool Allowance	-	
Total	237,967	

567-00 Public Grounds		FY 2025 Current Approved
Pay Type	Amount	
Elected Wages & Salaries	-	
Regular Wages & Salaries	942,121	
Irregular Part Time (IPT)	-	
Overtime	28,306	
Tool Allowance	-	
Total	970,427	

567-00 Public Grounds		FY 2026 Proposed
Pay Type	Amount	
Elected Wages & Salaries	-	
Regular Wages & Salaries	991,696	
Irregular Part Time (IPT)	-	
Overtime	29,795	
Tool Allowance	-	
Total	1,021,491	

567-01 Public Grounds - Carriage Trail		FY 2025 Current Approved
Pay Type	Amount	
Elected Wages & Salaries	-	
Regular Wages & Salaries	77,736	
Irregular Part Time (IPT)	-	
Overtime	4,988	
Tool Allowance	-	
Total	82,724	

567-01 Public Grounds - Carriage Trail		FY 2026 Proposed
Pay Type	Amount	
Elected Wages & Salaries	-	
Regular Wages & Salaries	40,872	
Irregular Part Time (IPT)	-	
Overtime	2,444	
Tool Allowance	-	
Total	43,316	

700-00 Police - Uniformed		FY 2025 Current Approved
Pay Type	Amount	
Elected Wages & Salaries	-	
Regular Wages & Salaries	9,847,689	
Irregular Part Time (IPT)	-	
Overtime	2,647,584	
Tool Allowance	-	
Total	12,495,273	

700-00 Police - Uniformed		FY 2026 Proposed
Pay Type	Amount	
Elected Wages & Salaries	-	
Regular Wages & Salaries	9,989,932	
Irregular Part Time (IPT)	-	
Overtime	2,686,414	
Tool Allowance	-	
Total	12,676,346	

700-01 Police - Civilian		FY 2025 Current Approved
Pay Type	Amount	
Elected Wages & Salaries	-	
Regular Wages & Salaries	942,803	
Irregular Part Time (IPT)	55,000	
Overtime	104,191	
Tool Allowance	-	
Total	1,101,994	

700-01 Police - Civilian		FY 2026 Proposed
Pay Type	Amount	
Elected Wages & Salaries	-	
Regular Wages & Salaries	952,411	
Irregular Part Time (IPT)	55,000	
Overtime	104,191	
Tool Allowance	-	
Total	1,111,602	

**City of Charleston
Municipal Budget
FY 2026
General Fund**

Salaries & Wages

706-00 Fire - Uniformed		FY 2025 Current Approved
Pay Type	Amount	
Elected Wages & Salaries	-	
Regular Wages & Salaries	10,161,186	
Irregular Part Time (IPT)		
Overtime	1,920,896	
Tool Allowance	-	
Total	12,082,082	

706-00 Fire - Uniformed		FY 2026 Proposed
Pay Type	Amount	
Elected Wages & Salaries	-	
Regular Wages & Salaries	10,319,009	
Irregular Part Time (IPT)		
Overtime	1,935,678	
Tool Allowance	-	
Total	12,254,687	

706-00 Fire - Civilian		FY 2025 Current Approved
Pay Type	Amount	
Elected Wages & Salaries	-	
Regular Wages & Salaries	99,938	
Irregular Part Time (IPT)	-	
Overtime	3,000	
Tool Allowance	-	
Total	102,938	

706-00 Fire - Civilian		FY 2026 Proposed
Pay Type	Amount	
Elected Wages & Salaries	-	
Regular Wages & Salaries	102,059	
Irregular Part Time (IPT)	-	
Overtime	3,000	
Tool Allowance	-	
Total	105,059	

712-00 Traffic Engineering		FY 2025 Current Approved
Pay Type	Amount	
Elected Wages & Salaries	-	
Regular Wages & Salaries	469,729	
Irregular Part Time (IPT)	5,500	
Overtime	13,246	
Tool Allowance	-	
Total	488,475	

712-00 Traffic Engineering		FY 2026 Proposed
Pay Type	Amount	
Elected Wages & Salaries	-	
Regular Wages & Salaries	496,944	
Irregular Part Time (IPT)	5,500	
Overtime	14,013	
Tool Allowance	-	
Total	516,457	

716-00 Homeland Security		FY 2025 Current Approved
Pay Type	Amount	
Elected Wages & Salaries	-	
Regular Wages & Salaries	82,121	
Irregular Part Time (IPT)	-	
Overtime	-	
Tool Allowance	-	
Total	82,121	

716-00 Homeland Security		FY 2026 Proposed
Pay Type	Amount	
Elected Wages & Salaries	-	
Regular Wages & Salaries	84,823	
Irregular Part Time (IPT)	-	
Overtime	-	
Tool Allowance	-	
Total	84,823	

750-00 Streets		FY 2025 Current Approved
Pay Type	Amount	
Elected Wages & Salaries	-	
Regular Wages & Salaries	2,650,958	
Irregular Part Time (IPT)	-	
Overtime	292,937	
Tool Allowance	-	
Total	2,943,895	

750-00 Streets		FY 2026 Proposed
Pay Type	Amount	
Elected Wages & Salaries	-	
Regular Wages & Salaries	2,706,284	
Irregular Part Time (IPT)	-	
Overtime	299,050	
Tool Allowance	-	
Total	3,005,334	

**City of Charleston
Municipal Budget
FY 2026
General Fund**

Salaries & Wages

754-00 Equipment Maintenance		FY 2025 Current Approved
Pay Type	Amount	
Elected Wages & Salaries	-	
Regular Wages & Salaries	794,229	
Irregular Part Time (IPT)	-	
Overtime	63,979	
Tool Allowance	8,400	
Total	866,608	

754-00 Equipment Maintenance		FY 2026 Proposed
Pay Type	Amount	
Elected Wages & Salaries	-	
Regular Wages & Salaries	808,300	
Irregular Part Time (IPT)	-	
Overtime	65,112	
Tool Allowance	8,400	
Total	881,812	

800-00 Refuse & Recycling		FY 2025 Current Approved
Pay Type	Amount	
Elected Wages & Salaries	-	
Regular Wages & Salaries	2,375,880	
Irregular Part Time (IPT)	-	
Overtime	285,078	
Tool Allowance	-	
Total	2,660,958	

800-00 Refuse & Recycling		FY 2026 Proposed
Pay Type	Amount	
Elected Wages & Salaries	-	
Regular Wages & Salaries	2,436,500	
Irregular Part Time (IPT)	-	
Overtime	292,352	
Tool Allowance	-	
Total	2,728,852	

900-00 Parks & Recreation		FY 2025 Current Approved
Pay Type	Amount	
Elected Wages & Salaries	-	
Regular Wages & Salaries	1,313,393	
Irregular Part Time (IPT)	354,200	
Overtime	61,620	
Tool Allowance	-	
Total	1,729,213	

900-00 Parks & Recreation		FY 2026 Proposed
Pay Type	Amount	
Elected Wages & Salaries	-	
Regular Wages & Salaries	1,343,703	
Irregular Part Time (IPT)	354,200	
Overtime	63,042	
Tool Allowance	-	
Total	1,760,945	

906-01 Office of Public Art		FY 2025 Current Approved
Pay Type	Amount	
Elected Wages & Salaries	-	
Regular Wages & Salaries	65,000	
Irregular Part Time (IPT)	20,000	
Overtime	-	
Tool Allowance	-	
Total	85,000	

906-01 Office of Public Art		FY 2026 Proposed
Pay Type	Amount	
Elected Wages & Salaries	-	
Regular Wages & Salaries	67,361	
Irregular Part Time (IPT)	20,000	
Overtime	-	
Tool Allowance	-	
Total	87,361	

952-00 Spring Hill Cemetery		FY 2025 Current Approved
Pay Type	Amount	
Elected Wages & Salaries	-	
Regular Wages & Salaries	395,158	
Irregular Part Time (IPT)	-	
Overtime	11,983	
Tool Allowance	-	
Total	407,141	

952-00 Spring Hill Cemetery		FY 2026 Proposed
Pay Type	Amount	
Elected Wages & Salaries	-	
Regular Wages & Salaries	403,145	
Irregular Part Time (IPT)	-	
Overtime	12,225	
Tool Allowance	-	
Total	415,370	

**City of Charleston
Municipal Budget
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General Fund**

Salaries & Wages

Total General Fund		FY 2025 Current Approved
Pay Type		Amount
Elected Wages & Salaries		352,000
Regular Wages & Salaries		37,705,356
Irregular Part Time (IPT)		631,640
Overtime		5,550,500
Tool Allowance		8,400
	Total	44,247,896

Total General Fund		FY 2026 Proposed
Pay Type		Amount
Elected Wages & Salaries		352,000
Regular Wages & Salaries		38,399,701
Irregular Part Time (IPT)		566,214
Overtime		5,621,937
Tool Allowance		8,400
	Total	44,948,252

**City of Charleston
MUNICIPAL BUDGET
July 1, 2025 - June 30, 2026**

Section 4

Capital Expenditure Schedules

City of Charleston
Municipal Budget
FY 2026
Capital Outlay - Equipment Schedule
General Government

			FY 2026			FY 2027	FY 2028
			Direct Purchase				
Dept.	Equipment	Unit #	Requested	Direct Purchase	Lease Phase Out	Estimated	Estimated
General Services							
	Pickup, Ext Cab	567	45,000	-	45,000	-	-
	Pickup, Ext Cab	560	-	-	-	45,000	-
	Pickup, Dump Bed	561	-	-	-	60,000	-
	Total General Services		45,000	-	45,000	105,000	-
Engineering							
	Pickup, Crew Cab	504	44,000	-	44,000	-	-
	Utility Vehicle	510	-	-	-	45,000	-
	Camera Van	509	-	-	-	300,000	-
	Utility Vehicle	505	-	-	-	-	45,000
	Total Engineering		44,000	-	44,000	345,000	45,000
Development Services							
	Admin. Vehicle	542	36,000	-	-	-	-
	Admin. Vehicle	544	-	-	-	37,500	-
	Total Development Services		36,000	-	-	37,500	-
Information Services							
	PCs, Servers, Misc. Equip		225,500	225,500	-	115,875	246,125
	City Website		-	-	-	325,000	-
	Total Information Services		225,500	225,500	-	440,875	246,125
Public Grounds							
	Pickup, Reg. Cab	358	45,000	-	45,000	-	-
	Pickup, Reg. Cab	361	45,000	-	45,000	-	-
	Pickup Heavy Duty	364	100,000	-	100,000	-	-
	Bucket Truck	369	250,000	-	250,000	-	-
	Tractor	378	120,000		120,000	-	-
	Pickup, Reg. Cab	8	-	-	-	45,000	-
	Pickup, Dump Bed	368	-	-	-	85,000	-
	Backhoe	380	-	-	-	-	50,000
	Total Public Grounds		560,000	-	560,000	130,000	50,000
Public Grounds - Carriage Trail							
	Pickup, Reg. Cab	370	45,000	45,000	-	-	-
	Total Public Grounds - Carriage Trail		45,000	45,000	-	-	-

City of Charleston
Municipal Budget
FY 2026
Capital Outlay - Equipment Schedule
Public Safety

			FY 2026			FY 2027	FY 2028
			Direct Purchase				
Dept.	Equipment	Unit #	Requested	Direct Purchase	Lease Phase Out	Estimated	Estimated
Police Department							
	Interceptor SUV - line (12)		590,100	-	590,100	619,600	650,580
	Interceptor SUV - Supv. (3)		-	-	-	154,900	162,645
	Lighting Package		85,680	85,680	-	112,455	118,078
	Other Vehicle Equipment		76,029	76,029	-	89,753	63,460
	Administrative Vehicle (5)		-	-	-	210,000	-
	Admin Vehicle Equipment		-	-	-	80,000	-
	Transport Van (2)		85,000	-	85,000	85,000	-
	Handheld IRP Radios		35,500	35,500	-	41,085	34,300
	Mobile Analog Radios		9,000	9,000	-	13,200	5,800
	IRP Mobile Radios		27,200	27,200	-	33,650	24,250
	Bicycles		4,400	4,400	-	4,840	4,500
	Mobile Data Terminals		60,000	60,000	-	60,000	-
Total Police Department			972,909	297,809	675,100	1,504,483	1,063,613
Fire Department							
	Ambulance		660,000	-	660,000	720,000	-
	Ambulance Equipment		6,000	6,000	-	6,200	-
	Administrative SUV		55,000	-	55,000	55,000	-
	Admin Vehicle Equipment		17,000	17,000	-	17,000	-
	Fire Hose & Nozzles		32,000	32,000	-	34,000	36,000
	Mobile Data Terminals		29,000	29,000	-	30,500	32,000
	Thermal Image Camera		14,750	14,750	-	15,500	16,500
	Radios		26,300	26,300	-	27,500	29,000
	Air Packs (5)		44,000	44,000	-	46,000	49,000
	Spare Air Cylinders (10)		11,500	11,500	-	12,000	12,500
	Station 1 Air System		120,000	120,000	-	-	-
	Heart Monitor		116,000	116,000	-	88,000	90,000
	Power Cot (2)		130,000	130,000	-	74,000	80,000
	Stair Chair (5)		26,000	26,000	-	-	-
	Lucas Device		22,000	22,000	-	23,000	24,000
	EMS Training Manikin		56,000	56,000	-	-	-
	Pumper Truck	451	-	-	-	1,500,000	-
	Interceptor SUV (2)		120,000	-	120,000	-	-
	Interceptor Equipment		30,000	30,000	-	-	-
	Bunker Gear Washer (2)		-	-	-	10,000	-
Total Fire Department			1,515,550	680,550	835,000	2,658,700	369,000
Traffic Engineering							
	Traffic Signal Equipment		12,000	12,000	-	13,000	14,000
	Pickup, Reg Cab	73	-	-	-	67,000	-
	Bucket Truck	299	-	-	-	150,000	-
Total Traffic Engineering			12,000	12,000	-	230,000	14,000
Homeland Security							
	Drone		15,000	15,000	-	-	-
	Cargo Trailer		-	-	-	9,000	-
Total Homeland Security			15,000	15,000	-	9,000	-
Total Public Safety			2,515,459	1,005,359	1,510,100	4,402,183	1,446,613

City of Charleston
Municipal Budget
FY 2026
Capital Outlay - Equipment Schedule
Streets & Transportation

Dept.	Equipment	Unit #	FY 2026			FY 2027	FY 2028
			Requested	Direct Purchase	Lease Phase Out	Estimated	Estimated
Street Department							
	Pumper Truck	15	550,000	-	550,000	-	-
	Dump Truck	51	181,000	-	181,000	-	-
	Dump Truck	52	181,000	-	181,000	-	-
	Dump Truck	53	181,000	-	181,000	-	-
	Dump Truck	54	181,000	-	181,000	-	-
	Backhoe	76	141,000	-	141,000	-	-
	Dump Truck	7	120,000	-	120,000	-	-
	Construction Truck	13	89,500	-	89,500	-	-
	Construction Truck	16	89,500	-	89,500	-	-
	Truck, Pickup	5	45,000	-	45,000	-	-
	Pumper Truck	14	-	-	-	577,500	-
	Sweeper	79	-	-	-	330,000	-
	Dump Truck	42	-	-	-	196,000	-
	Dump Truck	46	-	-	-	196,000	-
	Dump Truck	63	-	-	-	196,000	-
	Water Truck	25	-	-	-	170,000	-
	Dump Truck, Small	19	-	-	-	140,000	-
	Truck, Pickup	71	-	-	-	62,500	-
	Leaf Machine	58	-	-	-	75,000	-
	Trailer	T-80	-	-	-	15,000	-
	Total Street Department		1,759,000	-	1,759,000	1,958,000	-
Equipment Maintenance							
	Tire Machine		11,000	11,000	-	-	-
	Truck, Pickup	97	-	-	-	42,000	-
	Forklift	91	-	-	-	55,000	-
	Truck, Pickup	442	-	-	-	-	75,000
	Total Equipment Maintenance		11,000	11,000	-	97,000	75,000
Total Streets & Transportation			1,770,000	11,000	1,759,000	2,055,000	75,000

**City of Charleston
MUNICIPAL BUDGET
July 1, 2025 - June 30, 2026**

Section 5

General Fund Department Budgets

**City of Charleston
Municipal Budget
FY 2026
Section 5 Index**

OPERATING DEPARTMENTS

OTHER BUDGET ENTITIES

Name	Budget Code	Page No.	Description	Budget Code	Page No.
Accounting	418-00	64	Contingency	699-00	110
CARE Office	409-02	48	Contributions - Capital Sports Center	905-00	136
City Clerk	415-00	58	Contributions - Capitol Market	432-00	81
City Collector	414-00	56	Contributions - Charleston Area Alliance	911-00	141
City Council	410-00	50	Contributions - Civic Center Support	910-01	140
City Manager - Administrative	412-00	52	Contributions - CVB, Hotel/Motel Tax	901-00	134
City Treasurer	413-00	54	Contributions - Festivals	903-00	135
Constituent Services	442-01	89	Contributions - Fund for the Arts	906-00	137
Development Services	430-00	77	Contributions - Intergovernment Council	435-00	82
Elections	438-00	83	Contributions - Kanawha/Chas. Health	803-00	131
Engineering	420-00	66	Contributions - Library	916-00	142
Equipment Maintenance	754-00	127	Contributions - Main Street Programs	424-00	75
Fire - Civilian	706-01	118	Contributions - CPAAA	700-03	115
Fire - Uniformed	706-00	116	Contributions - WV Symphony	906-00	137
General Services	440-00	86	Debt Service	427-00	76
Homeland Security/Emerg. Svcs.	716-00	122	Health Care - Retirees, Fire	706-93	88
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Human Resources - Wellness	422-01	74	Health Care - Retirees, Regular	440-93	88
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Legal	417-00	62	Transfers - Beautification Commission Fund	444-15	97
Mail Room	431-00	79	Transfers - City Service Fee Projects Fund	444-04	92
Mayor's Office	409-00	46	Transfers - Charleston Land Reuse Agency	444-11	95
MOECD	421-00	71	Transfers - Community Participation Program	444-13	96
Morris Square Property	500-00	101	Transfers - Facilities Maintenance Fund	444-07	94
Municipal Court	416-00	60	Transfers - General Maintenance Fund	444-00	91
Parks & Recreation	900-00	132	Transfers - Health Insurance Reserve Fund	444-02	97
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Police - Uniformed	700-00	111	Transfers - Sidewalk Improvement Fund	444-17	98
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Public Grounds - Carriage Trail	567-01	108			
Public Works	566-00	104			
Refuse & Recycling	800-00	129			
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Stadium	919-00	149			
Storm Water Management	420-01	68			
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Traffic Engineering	712-00	120			
Wellness Center	501-00	103			

**City of Charleston
Municipal Budget
FY 2026**

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

Full Time Employees	3
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Expense Object		FY 2024 Actual	FY 2025 Original	FY 2025 YTD Amend.	FY 2025 Current	FY 2025 YTD Jan. Actual	FY 2026 Proposed
Personal Services							
000-1-101	Elected Officials Salaries	125,336	125,000		125,000	72,115	125,000
000-1-103	Salaries & Wages	194,182	199,655		199,655	112,927	181,682
000-1-104	FICA	23,759	24,836		24,836	13,729	23,461
000-1-105	Medical & Life Insurance	27,097	31,428		31,428	15,464	36,936
000-1-106	PERS	28,757	29,219		29,219	16,654	27,601
000-1-111	Dental & Optical Insurance	1,448	1,533		1,533	847	1,800
000-1-112	Employee Insurance Cont.	(4,884)	(4,881)		(4,881)	(3,397)	(5,508)
Total Personal Services		395,695	406,790	-	406,790	228,339	390,972
Contractual Services							
000-2-211	Telephone	3,861	4,000		4,000	1,881	4,000
000-2-214	Travel	3,479	5,000		5,000	1,790	5,000
000-2-219	Building & Equipment Rent	1,995	1,500		1,500	1,050	1,500
000-2-221	Training	1,325	3,000		3,000	2,845	3,000
000-2-222	Dues & Subscriptions	4,114	5,000		5,000	276	5,000
000-2-226	Insurance - WC & UC	3,267	2,880		2,880	937	3,183
000-2-230	Contracted Services	-	5,000		5,000	-	5,000
Total Contractual Services		18,041	26,380	-	26,380	8,779	26,683
Commodities							
000-3-341	Materials & Supplies	7,293	20,000		20,000	2,068	20,000
000-3-345	Uniforms	-	500		500	-	500
Total Commodities		7,293	20,500	-	20,500	2,068	20,500
Contributions & Other							
000-5-568	Other Contributions	149,290	325,000		325,000	54,072	325,000
Total Contributions & Other		149,290	325,000	-	325,000	54,072	325,000
Total Mayor's Office		570,319	778,670	-	778,670	293,258	763,155

**City of Charleston
Municipal Budget
FY 2026**

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

Authorized Full Time Positions & Salary Schedule

FY 2025 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 2026 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 2025 Current	
Pay Type	Amount
Elected Wages & Salaries	125,000
Regular Wages & Salaries	199,655
Irregular Part Time (IPT)	-
Overtime	-
Tool Allowance	-
Total	324,655

FY 2026 Proposed	
Pay Type	Amount
Elected Wages & Salaries	125,000
Regular Wages & Salaries	181,682
Irregular Part Time (IPT)	-
Overtime	-
Tool Allowance	-
Total	306,682

Projected Capital Equipment Acquisitions

Unit # Equipment		FY 2026				FY 2027	FY 2028
		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 2026.

**City of Charleston
Municipal Budget
FY 2026**

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

Full Time Employees	2
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Expense Object		FY 2024 Actual	FY 2025 Original	FY 2025 YTD Amend.	FY 2025 Current	FY 2025 YTD Jan. Actual	FY 2026 Proposed
Personal Services							
00*-1-103	Salaries & Wages	122,947	126,768		126,768	71,701	128,889
00*-1-104	FICA	9,365	9,698		9,698	5,447	9,860
00*-1-105	Medical & Life Insurance	18,065	20,952		20,952	10,309	24,624
00*-1-106	PERS	11,065	11,409		11,409	6,453	11,600
00*-1-111	Dental & Optical Insurance	1,116	1,022		1,022	565	1,200
00*-1-112	Employee Insurance Cont.	(2,033)	(3,254)		(3,254)	(1,297)	(3,672)
Total Personal Services		160,525	166,595	-	166,595	93,178	172,501
Contractual Services							
00*-2-211	Telephone	2,984	880		880	1,511	880
00*-2-214	Travel	3,024	10,000		10,000	285	10,000
00*-2-219	Building & Equipment Rent	46,745	50,000		50,000	17,588	50,000
00*-2-221	Training	-	3,000		3,000	-	3,000
00*-2-226	Insurance - WC & UC	2,178	1,920		1,920	625	2,122
00*-2-230	Contracted Services	67,472	100,000	50,000	150,000	73,347	150,000
Total Contractual Services		125,356	165,800	50,000	215,800	100,343	216,002
Commodities							
00*-3-341	Materials & Supplies	66,748	5,000		5,000	382	5,000
00*-3-345	Uniforms	4,043	4,500		4,500	2,786	4,500
Total Commodities		70,791	9,500	-	9,500	3,168	9,500
Total CARE Office		356,672	341,895	50,000	391,895	196,689	398,003

**City of Charleston
Municipal Budget
FY 2026**

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

Authorized Full Time Positions & Salary Schedule

FY 2025 Current		
Title	FLSA/Paygrade	FTE
CARE Coordinator	E/115	1
Outreach Coordinator	E/114	1
Total		2

FY 2026 Proposed		
Title	FLSA/Paygrade	FTE
CARE Coordinator	E/115	1
Outreach Coordinator	E/114	1
Total		2

FY 2025 Current	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	126,768
Irregular Part Time (IPT)	-
Overtime	-
Tool Allowance	-
Total	126,768

FY 2026 Proposed	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	128,889
Irregular Part Time (IPT)	-
Overtime	-
Tool Allowance	-
Total	128,889

Projected Capital Equipment Acquisitions

Unit # Equipment		FY 2026				FY 2027	FY 2028
		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 2026.

**City of Charleston
Municipal Budget
FY 2026**

Fund 001 General Fund
Department 410 City Council
Unit 00 Administrative

Full Time Employees	26
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Expense Object		FY 2024 Actual	FY 2025 Original	FY 2025 YTD Amend.	FY 2025 Current	FY 2025 YTD Jan. Actual	FY 2026 Proposed
Personal Services							
000-1-101	Elected Officials Salaries	145,938	169,000		169,000	81,000	169,000
000-1-104	FICA	10,969	12,929		12,929	6,176	12,929
000-1-105	Medical & Life Insurance	234,912	272,376		272,376	134,017	320,112
000-1-106	PERS	22,186	15,210		15,210	6,233	15,210
000-1-111	Dental & Optical Insurance	12,756	13,286		13,286	7,339	15,600
000-1-112	Employee Insurance Cont.	(33,983)	(42,302)		(42,302)	(22,406)	(47,736)
Total Personal Services		392,778	440,499	-	440,499	212,359	485,115
Contractual Services							
000-2-226	Insurance - WC & UC	28,313	24,960		24,960	8,119	27,586
Total Contractual Services		28,313	24,960	-	24,960	8,119	27,586
Commodities							
000-3-341	Materials & Supplies	389	13,500		13,500	-	500
Total Commodities		389	13,500	-	13,500	-	500
Total City Council		421,480	478,959	-	478,959	220,478	513,201

Fund	001 General Fund
Department	410 City Council
Unit	00 Administrative

FY 2025 Current		
Title	FLSA/Paygrade	FTE
Council Member	E/002	26
Total		26

FY 2025 Current	
Pay Type	Amount
Elected Wages & Salaries	169,000
Regular Wages & Salaries	-
Irregular Part Time (IPT)	-
Overtime	-
Tool Allowance	-
Total	169,000

FY 2026 Proposed	
Pay Type	Amount
Elected Wages & Salaries	169,000
Regular Wages & Salaries	-
Irregular Part Time (IPT)	-
Overtime	-
Tool Allowance	-
Total	169,000

		FY 2026				FY 2027	FY 2028
		Direct Purchase	Lease Purchase	New Lease Payment	Total Lease Payment ¹	Estimate	Estimate
Total		-	-	-	-	-	-

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**City of Charleston
Municipal Budget
FY 2026**

Fund 001 General Fund
Department 412 City Manager
Unit 00 Administrative

Full Time Employees	8
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Expense Object		FY 2024 Actual	FY 2025 Original	FY 2025 YTD Amend.	FY 2025 Current	FY 2025 YTD Jan. Actual	FY 2026 Proposed
Personal Services							
000-1-103	Salaries & Wages	565,426	612,814		612,814	318,602	628,819
000-1-104	FICA	42,199	46,880		46,880	23,797	48,105
000-1-105	Medical & Life Insurance	72,259	83,808		83,808	41,236	98,496
000-1-106	PERS	50,888	55,153		55,153	28,142	56,594
000-1-111	Dental & Optical Insurance	3,862	4,088		4,088	2,258	4,800
000-1-112	Employee Insurance Cont.	(9,718)	(13,016)		(13,016)	(5,463)	(14,688)
Total Personal Services		724,916	789,727	-	789,727	408,572	822,126
Contractual Services							
000-2-211	Telephone	5,767	6,500		6,500	2,803	6,500
000-2-214	Travel	2,898	6,000		6,000	162	6,000
000-2-216	Mtce & Repair - Equipment	-	-		-	-	-
000-2-219	Building & Equipment Rent	86,520	100,000		100,000	57,525	100,000
000-2-220	Advertising & Legal Pub	4,212	7,000		7,000	2,285	7,000
000-2-221	Training	950	6,000		6,000	731	6,000
000-2-222	Dues & Subscriptions	23,147	20,000		20,000	22,353	25,000
000-2-223	Professional Services	450,279	340,000	125,000	465,000	86,264	290,000
000-2-226	Insurance - WC & UC	8,712	7,680		7,680	2,498	8,488
000-2-227	Insurance - Liability	664,234	725,000		725,000	527,763	730,000
000-2-230	Contracted Services	22,041	200,000		200,000	6,112	200,000
000-2-237	Other Taxes & Fees	100	4,000		4,000	-	4,000
Total Contractual Services		1,268,860	1,422,180	125,000	1,547,180	708,496	1,382,988
Commodities							
000-3-341	Materials & Supplies	13,776	20,000		20,000	5,807	20,000
Total Commodities		13,776	20,000	-	20,000	5,807	20,000
Total City Manager		2,007,552	2,231,907	125,000	2,356,907	1,122,875	2,225,114

**City of Charleston
Municipal Budget
FY 2026**

Fund 001 General Fund
Department 412 City Manager
Unit 00 Administrative

Authorized Full Time Positions & Salary Schedule

FY 2025 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 2026 Proposed		
Title	FLSA/Paygrade	FTE
City Manager	E/139	1
Director of Finance	E/132	1
Projects Administrator	E/124	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	1
Administrative Assistant I	N-COMP/109	1
Total		8

FY 2025 Current	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	612,814
Irregular Part Time (IPT)	-
Overtime	-
Tool Allowance	-
Total	612,814

FY 2026 Proposed	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	628,819
Irregular Part Time (IPT)	-
Overtime	-
Tool Allowance	-
Total	628,819

Projected Capital Equipment Acquisitions

		FY 2026				FY 2027	FY 2028
		Direct Purchase	Lease Purchase	New Lease Payment	Total Lease Payment ¹	Estimate	Estimate
Unit #	Equipment						
Total		-	-	-	-	-	-

¹Total Lease Payment includes all payments from outstanding lease purchase cycles that will be paid in FY 2026.

**City of Charleston
Municipal Budget
FY 2026**

Fund 001 General Fund
Department 413 City Treasurer
Unit 00 Administrative

Full Time Employees	3
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Expense Object		FY 2024 Actual	FY 2025 Original	FY 2025 YTD Amend.	FY 2025 Current	FY 2025 YTD Jan. Actual	FY 2026 Proposed
Personal Services							
000-1-101	Elected Officials Salaries	18,049	18,000		18,000	10,385	18,000
000-1-103	Salaries & Wages	124,183	130,326		130,326	73,515	132,446
000-1-104	FICA	10,203	11,347		11,347	5,979	11,509
000-1-105	Medical & Life Insurance	27,097	31,428		31,428	15,464	36,936
000-1-106	PERS	11,786	12,161		12,161	6,897	12,352
000-1-111	Dental & Optical Insurance	1,448	1,533		1,533	847	1,800
000-1-112	Employee Insurance Cont.	(4,834)	(4,881)		(4,881)	(3,751)	(5,508)
Total Personal Services		187,932	199,914	-	199,914	109,336	207,535
Contractual Services							
000-2-211	Telephone	703	800		800	351	800
000-2-216	Mtce & Repair - Equipment	-	400		400	-	400
000-2-219	Building & Equipment Rent	1,500	1,200		1,200	768	1,200
000-2-226	Insurance - WC & UC	3,267	2,880		2,880	937	3,183
Total Contractual Services		5,470	5,280	-	5,280	2,294	5,583
Commodities							
000-3-341	Materials & Supplies	1,814	1,600		1,600	506	1,600
Total Commodities		1,814	1,600	-	1,600	506	1,600
Total City Treasurer		195,216	206,794	-	206,794	112,136	214,718

**City of Charleston
Municipal Budget
FY 2026**

Fund 001 General Fund
Department 413 City Treasurer
Unit 00 Administrative

Authorized Full Time Positions & Salary Schedule

FY 2025 Current		
Title	FLSA/Paygrade	FTE
City Treasurer	E/003	1
Assistant Treasurer	N-COMP/116	1
Treasury Technician	N-COMP/113	1
Total		3

FY 2026 Proposed		
Title	FLSA/Paygrade	FTE
City Treasurer	E/003	1
Assistant Treasurer	N-COMP/116	1
Treasury Technician	N-COMP/113	1
Total		3

FY 2025 Current	
Pay Type	Amount
Elected Wages & Salaries	18,000
Regular Wages & Salaries	117,126
Irregular Part Time (IPT)	13,200
Overtime	-
Tool Allowance	-
Total	148,326

FY 2026 Proposed	
Pay Type	Amount
Elected Wages & Salaries	18,000
Regular Wages & Salaries	119,246
Irregular Part Time (IPT)	13,200
Overtime	-
Tool Allowance	-
Total	150,446

Projected Capital Equipment Acquisitions

Unit # Equipment		FY 2026				FY 2027	FY 2028
		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 2026.

**City of Charleston
Municipal Budget
FY 2026**

Fund 001 General Fund
Department 414 City Collector
Unit 00 Administrative

Full Time Employees	16
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Expense Object		FY 2024 Actual	FY 2025 Original	FY 2025 YTD Amend.	FY 2025 Current	FY 2025 YTD Jan. Actual	FY 2026 Proposed
Personal Services							
000-1-103	Salaries & Wages	754,375	852,849		852,849	456,430	872,504
000-1-104	FICA	56,404	65,243		65,243	34,135	66,747
000-1-105	Medical & Life Insurance	144,518	167,616		167,616	82,472	196,992
000-1-106	PERS	67,895	76,756		76,756	41,079	78,525
000-1-111	Dental & Optical Insurance	7,797	8,176		8,176	4,516	9,600
000-1-112	Employee Insurance Cont.	(16,010)	(26,032)		(26,032)	(8,470)	(29,376)
Total Personal Services		1,014,979	1,144,608	-	1,144,608	610,162	1,194,992
Contractual Services							
000-2-211	Telephone	2,287	3,000		3,000	1,144	3,000
000-2-214	Travel	569	1,000		1,000	-	1,000
000-2-216	Mtce & Repair - Equipment	2,970	500		500	-	500
000-2-219	Building & Equipment Rent	35,574	39,000		39,000	22,242	45,000
000-2-221	Training	475	1,100		1,100	-	1,100
000-2-222	Dues & Subscriptions	526	1,000		1,000	250	1,000
000-2-226	Insurance - WC & UC	17,424	15,360		15,360	4,996	16,976
000-2-230	Contracted Services	56,971	128,000		128,000	110,753	140,000
000-2-232	Bank Fees	300	150		150	-	150
000-2-237	Other Taxes & Fees	15,528	24,000		24,000	456	24,000
Total Contractual Services		132,624	213,110	-	213,110	139,841	232,726
Commodities							
000-3-341	Materials & Supplies	12,917	12,000		12,000	3,888	12,000
Total Commodities		12,917	12,000	-	12,000	3,888	12,000
Total City Collector		1,160,520	1,369,718	-	1,369,718	753,891	1,439,718

**City of Charleston
Municipal Budget
FY 2026**

Fund 001 General Fund
Department 414 City Collector
Unit 00 Administrative

Authorized Full Time Positions & Salary Schedule

FY 2025 Current		
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 2026 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 2025 Current	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	852,849
Irregular Part Time (IPT)	-
Overtime	-
Tool Allowance	-
Total	852,849

FY 2026 Proposed	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	872,504
Irregular Part Time (IPT)	-
Overtime	-
Tool Allowance	-
Total	872,504

Projected Capital Equipment Acquisitions

		FY 2026				FY 2027	FY 2028
		Direct Purchase	Lease Purchase	New Lease Payment	Total Lease Payment ¹	Estimate	Estimate
Unit #	Equipment						
Total		-	-	-	-	-	-

¹Total Lease Payment includes all payments from outstanding lease purchase cycles that will be paid in FY 2026.

**City of Charleston
Municipal Budget
FY 2026**

Fund 001 General Fund
Department 415 City Clerk
Unit 00 Administrative

Full Time Employees	3
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Expense Object		FY 2024 Actual	FY 2025 Original	FY 2025 YTD Amend.	FY 2025 Current	FY 2025 YTD Jan. Actual	FY 2026 Proposed
Personal Services							
000-1-103	Salaries & Wages	136,135	147,931		147,931	85,345	153,012
000-1-104	FICA	10,248	11,317		11,317	6,415	11,705
000-1-105	Medical & Life Insurance	27,097	31,428		31,428	15,464	36,936
000-1-106	PERS	12,252	13,314		13,314	7,681	13,771
000-1-111	Dental & Optical Insurance	1,448	1,533		1,533	847	1,800
000-1-112	Employee Insurance Cont.	(1,535)	(4,881)		(4,881)	(2,187)	(5,508)
Total Personal Services		185,645	200,642	-	200,642	113,565	211,716
Contractual Services							
000-2-211	Telephone	1,690	1,600		1,600	845	1,600
000-2-219	Building & Equipment Rent	2,324	2,000		2,000	1,154	2,000
000-2-222	Dues & Subscriptions	263	380		380	-	380
000-2-226	Insurance - WC & UC	3,267	2,880		2,880	937	3,183
Total Contractual Services		7,544	6,860	-	6,860	2,936	7,163
Commodities							
000-3-341	Materials & Supplies	585	1,700		1,700	235	1,700
Total Commodities		585	1,700	-	1,700	235	1,700
Total City Clerk		193,774	209,202	-	209,202	116,736	220,579

**City of Charleston
Municipal Budget
FY 2026**

Fund 001 General Fund
Department 415 City Clerk
Unit 00 Administrative

Authorized Full Time Positions & Salary Schedule

FY 2025 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 2026 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 2025 Current	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	147,931
Irregular Part Time (IPT)	-
Overtime	-
Tool Allowance	-
Total	147,931

FY 2026 Proposed	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	153,012
Irregular Part Time (IPT)	-
Overtime	-
Tool Allowance	-
Total	153,012

Projected Capital Equipment Acquisitions

		FY 2026				FY 2027	FY 2028
		Direct Purchase	Lease Purchase	New Lease Payment	Total Lease Payment ¹	Estimate	Estimate
Unit #	Equipment						
Total		-	-	-	-	-	-

¹Total Lease Payment includes all payments from outstanding lease purchase cycles that will be paid in FY 2026.

**City of Charleston
Municipal Budget
FY 2026**

Fund 001 General Fund
Department 416 Municipal Court
Unit 00 Administrative

Full Time Employees	8
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Expense Object		FY 2024 Actual	FY 2025 Original	FY 2025 YTD Amend.	FY 2025 Current	FY 2025 YTD Jan. Actual	FY 2026 Proposed
Personal Services							
000-1-101	Elected Officials Salaries	40,108	40,000		40,000	23,077	40,000
000-1-103	Salaries & Wages	293,202	332,457		332,457	175,556	336,121
000-1-104	FICA	24,425	28,493		28,493	14,382	28,773
000-1-105	Medical & Life Insurance	72,259	83,808		83,808	41,236	98,496
000-1-106	PERS	29,307	31,901		31,901	17,883	32,951
000-1-111	Dental & Optical Insurance	4,002	4,088		4,088	2,258	4,800
000-1-112	Employee Insurance Cont.	(13,698)	(13,016)		(13,016)	(8,715)	(14,688)
Total Personal Services		449,605	507,731	-	507,731	265,677	526,453
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	4,691	3,000		3,000	2,511	3,000
000-2-221	Training	920	2,000		2,000	1,080	2,000
000-2-222	Dues & Subscriptions	-	300		300	35	300
000-2-226	Insurance - WC & UC	8,712	7,680		7,680	2,498	8,488
000-2-230	Contracted Services	2,704	1,500		1,500	351	4,000
Total Contractual Services		19,654	19,580	-	19,580	7,788	22,888
Commodities							
000-3-341	Materials & Supplies	3,535	8,500		8,500	3,731	8,500
Total Commodities		3,535	8,500	-	8,500	3,731	8,500
Total Municipal Court		472,794	535,811	-	535,811	277,196	557,841

**City of Charleston
Municipal Budget
FY 2026**

Fund 001 General Fund
Department 416 Municipal Court
Unit 00 Administrative

Authorized Full Time Positions & Salary Schedule

FY 2025 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 2026 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 2025 Current	
Pay Type	Amount
Elected Wages & Salaries	40,000
Regular Wages & Salaries	287,746
Irregular Part Time (IPT)	18,000
Overtime	26,711
Tool Allowance	-
Total	372,457

FY 2026 Proposed	
Pay Type	Amount
Elected Wages & Salaries	40,000
Regular Wages & Salaries	299,410
Irregular Part Time (IPT)	10,000
Overtime	26,711
Tool Allowance	-
Total	376,121

Projected Capital Equipment Acquisitions

		FY 2026				FY 2027	FY 2028
		Direct Purchase	Lease Purchase	New Lease Payment	Total Lease Payment ¹	Estimate	Estimate
Unit #	Equipment						
Total		-	-	-	-	-	-

¹Total Lease Payment includes all payments from outstanding lease purchase cycles that will be paid in FY 2026.

**City of Charleston
Municipal Budget
FY 2026**

Fund 001 General Fund
Department 417 Legal
Unit 00 Administrative

Full Time Employees	6
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Expense Object		FY 2024 Actual	FY 2025 Original	FY 2025 YTD Amend.	FY 2025 Current	FY 2025 YTD Jan. Actual	FY 2026 Proposed
Personal Services							
000-1-103	Salaries & Wages	402,692	508,470		508,470	282,023	504,982
000-1-104	FICA	28,885	38,898		38,898	20,406	38,631
000-1-105	Medical & Life Insurance	45,162	62,856		62,856	30,927	73,872
000-1-106	PERS	36,242	45,762		45,762	25,382	45,448
000-1-111	Dental & Optical Insurance	2,486	3,066		3,066	1,694	3,600
000-1-112	Employee Insurance Cont.	(7,970)	(9,762)		(9,762)	(6,897)	(11,016)
Total Personal Services		507,497	649,290	-	649,290	353,535	655,517
Contractual Services							
000-2-211	Telephone	1,744	1,750		1,750	872	1,750
000-2-214	Travel	833	500		500	-	500
000-2-219	Building & Equipment Rent	1,616	1,500		1,500	1,338	1,500
000-2-220	Advertising & Legal Pub	293	500		500	106	500
000-2-221	Training	2,375	1,000		1,000	50	1,000
000-2-222	Dues & Subscriptions	23,934	20,000		20,000	23,264	30,000
000-2-223	Professional Services	49,269	200,000		200,000	6,008	100,000
000-2-226	Insurance - WC & UC	5,445	5,760		5,760	1,874	6,366
000-2-229	Court Costs & Damages	579,846	500,000		500,000	239,381	750,000
000-2-230	Contracted Services	16,757	10,000		10,000	-	10,000
Total Contractual Services		682,112	741,010	-	741,010	272,893	901,616
Commodities							
000-3-341	Materials & Supplies	976	2,500		2,500	1,589	2,500
Total Commodities		976	2,500	-	2,500	1,589	2,500
Total Legal		1,190,585	1,392,800	-	1,392,800	628,017	1,559,633

**City of Charleston
Municipal Budget
FY 2026**

Fund 001 General Fund
Department 417 Legal
Unit 00 Administrative

Authorized Full Time Positions & Salary Schedule

FY 2025 Current		
Title	FLSA/Paygrade	FTE
City Attorney	E/135	1
Assistant. City Attorney	E/125	3
Senior Staff Associate	E/119	1
Legal Assistant	N-COMP/112	1
Total		6

FY 2026 Proposed		
Title	FLSA/Paygrade	FTE
City Attorney	E/135	1
Assistant. City Attorney	E/125	3
Senior Staff Associate	E/119	1
Legal Assistant	N-COMP/112	1
Total		6

FY 2025 Current	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	508,470
Irregular Part Time (IPT)	-
Overtime	-
Tool Allowance	-
Total	508,470

FY 2026 Proposed	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	504,982
Irregular Part Time (IPT)	-
Overtime	-
Tool Allowance	-
Total	504,982

Projected Capital Equipment Acquisitions

		FY 2026				FY 2027	FY 2028
		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 2026.

**City of Charleston
Municipal Budget
FY 2026**

Fund 001 General Fund
Department 418 Accounting
Unit 00 Administrative

Full Time Employees	5
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Expense Object		FY 2024 Actual	FY 2025 Original	FY 2025 YTD Amend.	FY 2025 Current	FY 2025 YTD Jan. Actual	FY 2026 Proposed
Personal Services							
000-1-103	Salaries & Wages	287,591	303,198		303,198	171,805	309,056
000-1-104	FICA	20,939	23,195		23,195	12,636	23,643
000-1-105	Medical & Life Insurance	45,162	52,380		52,380	25,773	61,560
000-1-106	PERS	25,883	27,288		27,288	15,462	27,815
000-1-111	Dental & Optical Insurance	2,342	2,555		2,555	1,411	3,000
000-1-112	Employee Insurance Cont.	(6,777)	(8,135)		(8,135)	(3,637)	(9,180)
Total Personal Services		375,140	400,481	-	400,481	223,450	415,894
Contractual Services							
000-2-211	Telephone	1,510	2,000		2,000	755	2,000
000-2-214	Travel	25	100		100	-	6,000
000-2-219	Building & Equipment Rent	2,058	4,000		4,000	1,037	4,000
000-2-221	Training	519	4,000		4,000	719	8,000
000-2-222	Dues & Subscriptions	1,513	1,500		1,500	-	1,500
000-2-223	Professional Services	2,750	3,500		3,500	2,500	3,500
000-2-224	Audit Costs	86,400	88,560		88,560	83,000	112,320
000-2-226	Insurance - WC & UC	5,445	4,800		4,800	1,561	5,305
Total Contractual Services		100,220	108,460	-	108,460	89,572	142,625
Commodities							
000-3-341	Materials & Supplies	4,779	5,000		5,000	2,677	5,000
Total Commodities		4,779	5,000	-	5,000	2,677	5,000
Total Accounting		480,139	513,941	-	513,941	315,699	563,519

**City of Charleston
Municipal Budget
FY 2026**

Fund 001 General Fund
Department 418 Accounting
Unit 00 Administrative

Authorized Full Time Positions & Salary Schedule

FY 2025 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 2026 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 2025 Current	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	303,198
Irregular Part Time (IPT)	-
Overtime	-
Tool Allowance	-
Total	303,198

FY 2026 Proposed	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	309,056
Irregular Part Time (IPT)	-
Overtime	-
Tool Allowance	-
Total	309,056

Projected Capital Equipment Acquisitions

		FY 2026				FY 2027	FY 2028
		Direct Purchase	Lease Purchase	New Lease Payment	Total Lease Payment ¹	Estimate	Estimate
Unit #	Equipment						
Total		-	-	-	-	-	-

¹Total Lease Payment includes all payments from outstanding lease purchase cycles that will be paid in FY 2026.

**City of Charleston
Municipal Budget
FY 2026**

Fund 001 General Fund
Department 420 Engineering
Unit 00 Administrative

Full Time Employees	7
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Expense Object		FY 2024 Actual	FY 2025 Original	FY 2025 YTD Amend.	FY 2025 Current	FY 2025 YTD Jan. Actual	FY 2026 Proposed
Personal Services							
000-1-103	Salaries & Wages	502,311	533,057		533,057	298,433	535,055
000-1-104	FICA	37,369	40,779		40,779	22,121	40,932
000-1-105	Medical & Life Insurance	63,226	73,332		73,332	36,082	86,184
000-1-106	PERS	45,208	47,075		47,075	26,859	48,155
000-1-111	Dental & Optical Insurance	3,559	3,577		3,577	1,976	4,200
000-1-112	Employee Insurance Cont.	(12,065)	(11,389)		(11,389)	(7,556)	(12,852)
Total Personal Services		639,608	686,431	-	686,431	377,915	701,674
Contractual Services							
000-2-211	Telephone	8,102	6,800		6,800	3,663	6,800
000-2-214	Travel	-	1,500		1,500	-	1,500
000-2-216	Mtce & Repair - Equipment	19,066	3,000		3,000	1,791	3,000
000-2-219	Building & Equipment Rent	44,079	43,000		43,000	29,132	43,000
000-2-221	Training	-	3,000		3,000	228	3,000
000-2-222	Dues & Subscriptions	1,391	2,000		2,000	1,178	2,000
000-2-223	Professional Services	424	15,000		15,000	4,355	15,000
000-2-226	Insurance - WC & UC	7,623	6,720		6,720	2,186	7,427
000-2-230	Contracted Services	7,700	-		-	3,850	-
Total Contractual Services		88,385	81,020	-	81,020	46,383	81,727
Commodities							
000-3-341	Materials & Supplies	3,566	6,000		6,000	9,841	6,000
000-3-345	Uniforms	1,193	1,050		1,050	1,045	1,750
Total Commodities		4,759	7,050	-	7,050	10,886	7,750
Total Engineering		732,752	774,501	-	774,501	435,184	791,151

**City of Charleston
Municipal Budget
FY 2026**

Fund 001 General Fund
Department 420 Engineering
Unit 00 Administrative

Authorized Full Time Positions & Salary Schedule

FY 2025 Current		
Title	FLSA/Paygrade	FTE
City Engineer	E/127	1
Assistant City Engineer	E/125	1
Field Engineer	E/123	1
Field Engineering Technician	N-COMP/116	1
Design Technician	N-COMP/114	1
Surveyor	N-COMP/117	1
Engineering Inspection Tech.	N-COMP/114	1
Total		7

FY 2026 Proposed		
Title	FLSA/Paygrade	FTE
City Engineer	E/127	1
Assistant City Engineer	E/125	1
Field Engineer	E/123	1
Field Engineering Technician	N-COMP/116	1
Design Technician	N-COMP/114	1
Surveyor	N-COMP/117	1
Engineering Inspection Tech.	N-COMP/114	1
Total		7

FY 2025 Current	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	523,057
Irregular Part Time (IPT)	10,000
Overtime	-
Tool Allowance	-
Total	533,057

FY 2026 Proposed	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	535,055
Irregular Part Time (IPT)	-
Overtime	-
Tool Allowance	-
Total	535,055

Projected Capital Equipment Acquisitions

Unit # Equipment		FY 2026				FY 2027	FY 2028
		Direct Purchase	Lease Purchase	New Lease Payment	Total Lease Payment ¹	Estimate	Estimate
510	Utility Vehicle	44,000	-	-	-	-	-
504	Pickup, Crew Cab	-	-	-	-	45,000	-
509	Camera Van	-	-	-	-	300,000	-
505	Utility Vehicle	-	-	-	-	-	45,000
Total		44,000	-	-	-	345,000	45,000

¹Total Lease Payment includes all payments from outstanding lease purchase cycles that will be paid in FY 2026.

**City of Charleston
Municipal Budget
FY 2026**

Fund 001 General Fund
Department 420 Engineering
Unit 01 Stormwater

Full Time Employees	2
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Expense Object		FY 2024 Actual	FY 2025 Original	FY 2025 YTD Amend.	FY 2025 Current	FY 2025 YTD Jan. Actual	FY 2026 Proposed
Personal Services							
000-1-103	Salaries & Wages	142,752	147,337		147,337	83,335	149,459
000-1-104	FICA	10,666	11,271		11,271	6,201	11,434
000-1-105	Medical & Life Insurance	18,065	20,952		20,952	10,309	24,624
000-1-106	PERS	12,848	13,260		13,260	7,500	13,451
000-1-111	Dental & Optical Insurance	966	1,022		1,022	565	1,200
000-1-112	Employee Insurance Cont.	(3,695)	(3,254)		(3,254)	(3,488)	(3,672)
Total Personal Services		181,602	190,588	-	190,588	104,422	196,496
Contractual Services							
000-2-214	Travel	-	500		500	17	500
000-2-216	Mtce & Repair - Equipment	-	1,000		1,000	-	1,000
000-2-221	Training	365	2,000		2,000	365	2,000
000-2-222	Dues & Subscriptions	155	500		500	-	500
000-2-223	Professional Services	1,159	4,000		4,000	204	4,000
000-2-226	Insurance - WC & UC	2,178	1,920		1,920	625	2,122
000-2-230	Contracted Services	-	1,000		1,000	-	1,000
Total Contractual Services		3,857	10,920	-	10,920	1,211	11,122
Commodities							
000-3-341	Materials & Supplies	4,145	10,000		10,000	4,305	10,000
000-3-345	Uniforms	150	300		300	150	500
Total Commodities		4,295	10,300	-	10,300	4,455	10,500
Total Engineering		189,754	211,808	-	211,808	110,088	218,118

**City of Charleston
Municipal Budget
FY 2026**

Fund 001 General Fund
Department 420 Engineering
Unit 01 Stormwater

Authorized Full Time Positions & Salary Schedule

FY 2025 Current		
Title	FLSA/Paygrade	FTE
MS4 General Permit Manager	E/124	1
MS4 Permit Compliance Spec.	N-COMP/116	1
Total		2

FY 2026 Proposed		
Title	FLSA/Paygrade	FTE
MS4 General Permit Manager	E/124	1
MS4 Permit Compliance Spec.	N-COMP/116	1
Total		2

FY 2025 Current	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	147,337
Irregular Part Time (IPT)	-
Overtime	-
Tool Allowance	-
Total	147,337

FY 2026 Proposed	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	149,459
Irregular Part Time (IPT)	-
Overtime	-
Tool Allowance	-
Total	149,459

Projected Capital Equipment Acquisitions

		FY 2026				FY 2027	FY 2028
		Direct Purchase	Lease Purchase	New Lease Payment	Total Lease Payment ¹	Estimate	Estimate
Unit #	Equipment						
Total		-	-	-	-	-	-

¹Total Lease Payment includes all payments from outstanding lease purchase cycles that will be paid in FY 2026.

**City of Charleston
Municipal Budget
FY 2026**

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 2024 Actual	FY 2025 Original	FY 2025 YTD Amend.	FY 2025 Current	FY 2025 YTD Jan. Actual	FY 2026 Proposed
Personal Services							
000-1-103	Salaries & Wages	458,273	534,831		534,831	284,508	503,699
000-1-104	FICA	34,563	40,915		40,915	21,479	38,533
000-1-105	Medical & Life Insurance	63,226	73,332		73,332	36,082	86,184
000-1-106	PERS	33,273	37,335		37,335	19,743	38,133
000-1-111	Dental & Optical Insurance	3,379	3,577		3,577	1,976	4,200
000-1-112	Employee Insurance Cont.	(5,849)	(11,389)		(11,389)	(3,403)	(12,852)
Total Personal Services		586,865	678,601	-	678,601	360,385	657,897
Contractual Services							
000-2-211	Telephone	1,454	1,400		1,400	606	1,400
000-2-214	Travel	10,831	500		500	1,416	5,000
000-2-219	Building & Equipment Rent	7,486	8,600		8,600	4,972	8,600
000-2-221	Training	3,175	500		500	1,515	3,000
000-2-222	Dues & Subscriptions	1,977	2,000		2,000	1,120	2,000
000-2-226	Insurance - WC & UC	7,623	6,720		6,720	2,186	7,427
Total Contractual Services		32,546	19,720	-	19,720	11,815	27,427
Commodities							
000-3-341	Materials & Supplies	1,879	1,500		1,500	2,119	1,500
000-3-345	Uniforms	-	1,900		1,900	150	1,900
Total Commodities		1,879	3,400	-	3,400	2,269	3,400
Total Mayor's Office of Economic and Community Development		621,290	701,721	-	701,721	374,469	688,724

**City of Charleston
Municipal Budget
FY 2026**

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

Authorized Full Time Positions & Salary Schedule

FY 2025 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 2026 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 2025 Current	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	414,831
Irregular Part Time (IPT)	120,000
Overtime	-
Tool Allowance	-
Total	534,831

FY 2026 Proposed	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	423,699
Irregular Part Time (IPT)	80,000
Overtime	-
Tool Allowance	-
Total	503,699

Projected Capital Equipment Acquisitions

Unit # Equipment		FY 2026				FY 2027	FY 2028
		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 2026.

**City of Charleston
Municipal Budget
FY 2026**

Fund 001 General Fund
Department 422 Human Resources
Unit 00 Administrative

Full Time Employees	7
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Expense Object		FY 2024 Actual	FY 2025 Original	FY 2025 YTD Amend.	FY 2025 Current	FY 2025 YTD Jan. Actual	FY 2026 Proposed
Personal Services							
000-1-103	Salaries & Wages	403,486	419,294		419,294	237,567	429,255
000-1-104	FICA	29,485	32,076		32,076	17,439	32,838
000-1-105	Medical & Life Insurance	63,356	73,332		73,332	36,082	86,184
000-1-106	PERS	36,137	37,736		37,736	20,851	38,633
000-1-111	Dental & Optical Insurance	3,439	3,577		3,577	1,976	4,200
000-1-112	Employee Insurance Cont.	(11,662)	(11,389)		(11,389)	(5,356)	(12,852)
Total Personal Services		524,241	554,626	-	554,626	308,559	578,258
Contractual Services							
000-2-211	Telephone	2,259	2,300		2,300	1,130	2,300
000-2-214	Travel	-	1,000		1,000	-	6,000
000-2-216	Mtce & Repair - Equipment	-	500		500	-	500
000-2-219	Building & Equipment Rent	2,146	4,500		4,500	1,024	4,500
000-2-220	Advertising & Legal Pub	-	1,000		1,000	-	1,000
000-2-221	Training	-	20,000		20,000	150	15,000
000-2-222	Dues & Subscriptions	244	6,000		6,000	-	6,000
000-2-226	Insurance - WC & UC	7,623	6,720		6,720	2,186	7,427
000-2-230	Contracted Services	80,627	110,000		110,000	22,777	80,000
Total Contractual Services		92,899	152,020	-	152,020	27,267	122,727
Commodities							
000-3-341	Materials & Supplies	1,768	5,000		5,000	1,599	5,000
Total Commodities		1,768	5,000	-	5,000	1,599	5,000
Total Human Resources		618,908	711,646	-	711,646	337,425	705,985

**City of Charleston
Municipal Budget
FY 2026**

Fund 001 General Fund
Department 422 Human Resources
Unit 00 Administrative

Authorized Full Time Positions & Salary Schedule

FY 2025 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 2026 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 2025 Current	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	419,294
Irregular Part Time (IPT)	-
Overtime	-
Tool Allowance	-
Total	419,294

FY 2026 Proposed	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	429,255
Irregular Part Time (IPT)	-
Overtime	-
Tool Allowance	-
Total	429,255

Projected Capital Equipment Acquisitions

Unit # Equipment		FY 2026				FY 2027	FY 2028
		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 2026.

**City of Charleston
Municipal Budget
FY 2026**

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

Expense Object		FY 2024 Actual	FY 2025 Original	FY 2025 YTD Amend.	FY 2025 Current	FY 2025 YTD Jan. Actual	FY 2026 Proposed
Contractual Services							
000-2-214	Travel	-	250		250	-	250
000-2-216	Mtce & Repair - Equipment	-	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		-	3,350	-	3,350	-	3,350
Commodities							
000-3-341	Materials & Supplies	-	2,700		2,700	-	2,700
Total Commodities		-	2,700	-	2,700	-	2,700
Total Wellness Program		-	6,050	-	6,050	-	6,050

**City of Charleston
Municipal Budget
FY 2026**

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

Expense Object		FY 2024 Actual	FY 2025 Original	FY 2025 YTD Amend.	FY 2025 Current	FY 2025 YTD Jan. Actual	FY 2026 Proposed
Contributions & Other							
000-5-568	Other Contributions	75,000	75,000	75,000	150,000	43,750	75,000
Total Contributions & Other		75,000	75,000	75,000	150,000	43,750	75,000
Total Main Street Program		75,000	75,000	75,000	150,000	43,750	75,000

**City of Charleston
Municipal Budget
FY 2026**

Fund 001 General Fund
Department 427 Debt Service
Unit 00 Administrative

Expense Object		FY 2024 Actual	FY 2025 Original	FY 2025 YTD Amend.	FY 2025 Current	FY 2025 YTD Jan. Actual	FY 2026 Proposed
Contributions & Other							
000-5-572	Interest on Bonds	26,231	11,050		11,050	9,900	4,800
000-6-671	Principal on Bonds	490,000	257,917		257,917	511,914	80,000
000-6-674	Bond Service Charges	1,750	1,750		1,750	1,750	1,750
Total Contributions & Other		517,981	270,717	-	270,717	523,564	86,550
Total Debt Service		517,981	270,717	-	270,717	523,564	86,550

**City of Charleston
Municipal Budget
FY 2026**

Fund 001 General Fund
Department 430 Development Services
Unit 00 Administrative

Full Time Employees	21
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Expense Object		FY 2024 Actual	FY 2025 Original	FY 2025 YTD Amend.	FY 2025 Current	FY 2025 YTD Jan. Actual	FY 2026 Proposed
Personal Services							
000-1-103	Salaries & Wages	1,072,392	1,212,567		1,212,567	659,994	1,239,388
000-1-104	FICA	79,295	92,761		92,761	48,645	94,813
000-1-105	Medical & Life Insurance	189,799	219,996		219,996	108,245	258,552
000-1-106	PERS	95,805	109,131		109,131	59,400	111,545
000-1-111	Dental & Optical Insurance	10,402	10,731		10,731	5,928	12,600
000-1-112	Employee Insurance Cont.	(29,286)	(34,167)		(34,167)	(19,318)	(38,556)
Total Personal Services		1,418,407	1,611,019	-	1,611,019	862,894	1,678,342
Contractual Services							
000-2-211	Telephone	13,404	12,500		12,500	4,952	12,500
000-2-214	Travel	4,598	8,500		8,500	4,787	8,500
000-2-216	Mtce & Repair - Equipment	-	250		250	-	250
000-2-217	Mtce & Repair - Auto/Truck	70	300		300	-	300
000-2-219	Building & Equipment Rent	67,358	77,000		77,000	44,371	77,000
000-2-220	Advertising & Legal Pub	602	5,000		5,000	509	5,000
000-2-221	Training	4,089	6,000		6,000	1,684	6,000
000-2-222	Dues & Subscriptions	4,773	6,500		6,500	5,066	6,500
000-2-223	Professional Services	24,576	26,000		26,000	17,764	26,000
000-2-226	Insurance - WC & UC	22,869	20,160		20,160	6,558	22,281
000-2-230	Contracted Services	976,516	500,750	500,000	1,000,750	394,136	500,750
Total Contractual Services		1,118,855	662,960	500,000	1,162,960	479,827	665,081
Commodities							
000-3-341	Materials & Supplies	6,536	19,600		19,600	7,796	19,600
000-3-345	Uniforms	3,132	4,800		4,800	4,132	4,800
000-3-347	Resale Merchandise	-	750		750	21	750
Total Commodities		9,668	25,150	-	25,150	11,949	25,150
Total Development Services		2,546,930	2,299,129	500,000	2,799,129	1,354,670	2,368,573

**City of Charleston
Municipal Budget
FY 2026**

Fund 001 General Fund
Department 430 Development Services
Unit 00 Administrative

Authorized Full Time Positions & Salary Schedule

FY 2025 Current		
Title	FLSA/Paygrade	FTE
Director of Development	E/129	1
Building Commissioner	E/126	1
Code Enforcement Supervisor	N-COMP/119	1
Planner	N-COMP/119	2
Planner-LRA	N-COMP/119	1
Plans Reviewer II	N-COMP/119	1
Building Inspector	N-COMP/117	2
Code Enforcement Official	N-COMP/116	8
Administrative Assistant II	N-COMP/114	1
Permit Coordinator	N-COMP/114	1
Administrative Assistant I	N-COMP/109	2
Total		21

FY 2026 Proposed		
Title	FLSA/Paygrade	FTE
Director of Development	E/129	1
Building Commissioner	E/126	1
Code Enforcement Supervisor	N-COMP/119	1
Planner	N-COMP/119	2
Planner-LRA	N-COMP/119	1
Plans Reviewer II	N-COMP/119	1
Building Inspector	N-COMP/117	2
Code Enforcement Official	N-COMP/116	8
Administrative Assistant II	N-COMP/114	1
Permit Coordinator	N-COMP/114	1
Administrative Assistant I	N-COMP/109	2
Total		21

FY 2025 Current	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	1,212,567
Irregular Part Time (IPT)	-
Overtime	-
Tool Allowance	-
Total	1,212,567

FY 2026 Proposed	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	1,239,388
Irregular Part Time (IPT)	-
Overtime	-
Tool Allowance	-
Total	1,239,388

Projected Capital Equipment Acquisitions

		FY 2026				FY 2027	FY 2028
		Direct Purchase	Lease Purchase	New Lease Payment	Total Lease Payment ¹	Estimate	Estimate
542	Admin. Vehicle	36,000	-	-	-	-	-
544	Admin. Vehicle	-	-	-	-	37,500	-
Total		36,000	-	-	-	37,500	-

¹Total Lease Payment includes all payments from outstanding lease purchase cycles that will be paid in FY 2026.

**City of Charleston
Municipal Budget
FY 2026**

Fund 001 General Fund
Department 431 Mail Room
Unit 00 Administrative

Full Time Employees	1
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Expense Object	FY 2024 Actual	FY 2025 Original	FY 2025 YTD Amend.	FY 2025 Current	FY 2025 YTD Jan. Actual	FY 2026 Proposed
Personal Services						
000-1-103 Salaries & Wages	34,112	36,747		36,747	21,141	37,272
000-1-104 FICA	2,479	2,811		2,811	1,519	2,851
000-1-105 Medical & Life Insurance	9,032	10,476		10,476	5,155	12,312
000-1-106 PERS	3,070	3,307		3,307	1,903	3,354
000-1-111 Dental & Optical Insurance	483	511		511	282	600
000-1-112 Employee Insurance Cont.	(1,675)	(1,627)		(1,627)	(2,267)	(1,836)
Total Personal Services	47,501	52,225	-	52,225	27,733	54,553
Contractual Services						
000-2-211 Telephone	411	500		500	205	500
000-2-218 Postage	99,128	100,000		100,000	43,155	100,000
000-2-219 Building & Equipment Rent	26,581	37,200		37,200	18,386	37,200
000-2-226 Insurance - WC & UC	1,089	960		960	312	1,061
Total Contractual Services	127,209	138,660	-	138,660	62,058	138,761
Commodities						
000-3-341 Materials & Supplies	34,354	45,000		45,000	19,471	45,000
Total Commodities	34,354	45,000	-	45,000	19,471	45,000
Total Mail Room	209,064	235,885	-	235,885	109,262	238,314

**City of Charleston
Municipal Budget
FY 2026**

Fund 001 General Fund
Department 432 Capitol Market
Unit 00 Administrative

Expense Object		FY 2024 Actual	FY 2025 Original	FY 2025 YTD Amend.	FY 2025 Current	FY 2025 YTD Jan. Actual	FY 2026 Proposed
Contributions & Other							
000-5-568	Other Contributions	20,000	30,000		30,000	17,500	30,000
Total Contributions & Other		20,000	30,000	-	30,000	17,500	30,000
Total Capitol Market		20,000	30,000	-	30,000	17,500	30,000

**City of Charleston
Municipal Budget
FY 2026**

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

		FY 2024 Actual	FY 2025 Original	FY 2025 YTD Amend.	FY 2025 Current	FY 2025 YTD Jan. Actual	FY 2026 Proposed
Expense Object							
Contractual Services							
000-2-222	Dues & Subscriptions	19,844	20,500		20,500	-	20,000
Total Contractual Services		19,844	20,500	-	20,500	-	20,000
Total Regional Intergovernmental Council		19,844	20,500	-	20,500	-	20,000

**City of Charleston
Municipal Budget
FY 2026**

Fund 001 General Fund
Department 438 Elections
Unit 00 Administrative

Expense Object		FY 2024 Actual	FY 2025 Original	FY 2025 YTD Amend.	FY 2025 Current	FY 2025 YTD Jan. Actual	FY 2026 Proposed
Contractual Services							
000-2-230	Contracted Services	-	-		-	-	80,000
Total Contractual Services		-	-	-	-	-	80,000
Total Elections		-	-	-	-	-	80,000

**City of Charleston
Municipal Budget
FY 2026**

Fund 001 General Fund
Department 439 Information Systems
Unit 00 Administrative

Full Time Employees	9
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Expense Object		FY 2024 Actual	FY 2025 Original	FY 2025 YTD Amend.	FY 2025 Current	FY 2025 YTD Jan. Actual	FY 2026 Proposed
Personal Services							
000-1-103	Salaries & Wages	442,403	567,237		567,237	306,486	581,582
000-1-104	FICA	32,721	43,394		43,394	22,597	44,491
000-1-105	Medical & Life Insurance	81,291	94,284		94,284	46,391	110,808
000-1-106	PERS	39,831	51,051		51,051	27,866	52,342
000-1-111	Dental & Optical Insurance	4,573	4,599		4,599	2,540	5,400
000-1-112	Employee Insurance Cont.	(10,535)	(14,643)		(14,643)	(8,364)	(16,524)
Total Personal Services		590,284	745,922	-	745,922	397,516	778,099
Contractual Services							
000-2-211	Telephone	292,691	260,000		260,000	133,290	216,000
000-2-214	Travel	-	2,000		2,000	-	2,000
000-2-216	Mtce & Repair - Equipment	584,065	810,000		810,000	721,776	846,000
000-2-219	Building & Equipment Rent	2,195	750		750	762	750
000-2-221	Training	3,240	9,200		9,200	-	9,200
000-2-222	Dues & Subscriptions	-	300		300	-	300
000-2-223	Professional Services	4,893	10,000		10,000	1,105	10,000
000-2-226	Insurance - WC & UC	9,801	8,640		8,640	2,810	9,549
000-2-230	Contracted Services	131,284	220,000		220,000	57,540	130,000
Total Contractual Services		1,028,169	1,320,890	-	1,320,890	917,283	1,223,799
Commodities							
000-3-341	Materials & Supplies	7,347	16,800		16,800	12,037	16,800
000-3-353	Computer Software	-	500		500	-	500
Total Commodities		7,347	17,300	-	17,300	12,037	17,300
Contributions & Other							
000-5-566	Contributions to Other Funds	-	980,000		980,000	-	-
Total Contributions & Other		-	980,000	-	980,000	-	-
Total Information Systems		1,625,800	3,064,112	-	3,064,112	1,326,836	2,019,198

**City of Charleston
Municipal Budget
FY 2026**

Fund 001 General Fund
Department 439 Information Systems
Unit 00 Administrative

Authorized Full Time Positions & Salary Schedule

FY 2025 Current		
Title	FLSA/Paygrade	FTE
IT Operations/Projects Mngr.	E/124	1
Apps. & Reporting Analyst	E/121	1
Network Administrator	E/119	5
Info. Services Coordinator	E/113	1
PC Technician	E/113	1
Total		9

FY 2026 Proposed		
Title	FLSA/Paygrade	FTE
IT Operations/Projects Mngr.	E/124	1
Apps. & Reporting Analyst	E/121	1
Network Administrator	E/119	5
Info. Services Coordinator	E/113	1
PC Technician	E/113	1
Total		9

FY 2025 Current	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	567,237
Irregular Part Time (IPT)	-
Overtime	-
Tool Allowance	-
Total	567,237

FY 2026 Proposed	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	581,582
Irregular Part Time (IPT)	-
Overtime	-
Tool Allowance	-
Total	581,582

Projected Capital Equipment Acquisitions

Unit # Equipment		FY 2026				FY 2027	FY 2028
		Direct Purchase	Lease Purchase	New Lease Payment	Total Lease Payment ¹	Estimate	Estimate
	PCs, Servers, Misc Equip	225,500	-	-	-	115,875	246,125
	City Website	-	-	-	-	325,000	-
Total		225,500	-	-	-	440,875	246,125

¹Total Lease Payment includes all payments from outstanding lease purchase cycles that will be paid in FY 2026.

**City of Charleston
Municipal Budget
FY 2026**

Fund 001 General Fund
Department 440 General Services
Unit 00 Administrative

Full Time Employees	11
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Expense Object		FY 2024 Actual	FY 2025 Original	FY 2025 YTD Amend.	FY 2025 Current	FY 2025 YTD Jan. Actual	FY 2026 Proposed
Personal Services		-					
000-1-103	Salaries & Wages	536,944	567,533		567,533	332,096	571,149
000-1-104	FICA	39,642	43,416		43,416	24,523	43,693
000-1-105	Medical & Life Insurance	99,356	115,236		115,236	56,700	135,432
000-1-106	PERS	48,276	50,178		50,178	29,938	51,403
000-1-111	Dental & Optical Insurance	5,315	5,621		5,621	3,105	6,600
000-1-112	Employee Insurance Cont.	(20,894)	(17,897)		(17,897)	(14,514)	(20,196)
Total Personal Services		708,639	764,087	-	764,087	431,848	788,081
Contractual Services							
000-2-211	Telephone	31,310	20,000		20,000	14,038	20,000
000-2-213	Utilities	269,974	258,200		258,200	140,523	280,000
000-2-215	Mtce & Repair - Bldg/Ground	12,262	50,000		50,000	10,527	50,000
000-2-216	Mtce & Repair - Equipment	10,595	60,000		60,000	9,533	60,000
000-2-219	Building & Equipment Rent	20,582	20,000		20,000	10,097	20,000
000-2-221	Training	1,770	3,000		3,000	-	3,000
000-2-222	Dues & Subscriptions	500	450		450	75	450
000-2-223	Professional Services	132	200		200	12	200
000-2-226	Insurance - WC & UC	11,979	10,560		10,560	3,435	11,671
000-2-230	Contracted Services	32,633	50,000		50,000	31,013	50,000
Total Contractual Services		391,737	472,410	-	472,410	219,253	495,321
Commodities							
000-3-341	Materials & Supplies	135,671	88,000		88,000	74,248	145,000
000-3-345	Uniforms	4,877	5,500		5,500	6,426	5,500
Total Commodities		140,548	93,500	-	93,500	80,674	150,500
Total General Services		1,240,924	1,329,997	-	1,329,997	731,775	1,433,902

**City of Charleston
Municipal Budget
FY 2026**

Fund 001 General Fund
Department 440 General Services
Unit 00 Administrative

Authorized Full Time Positions & Salary Schedule

FY 2025 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	2
Total		11

FY 2026 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 2025 Current	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	478,552
Irregular Part Time (IPT)	10,000
Overtime	78,981
Tool Allowance	-
Total	567,533

FY 2026 Proposed	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	490,239
Irregular Part Time (IPT)	-
Overtime	80,910
Tool Allowance	-
Total	571,149

Projected Capital Equipment Acquisitions

Unit # Equipment		FY 2026				FY 2027	FY 2028
		Direct Purchase	Lease Purchase	New Lease Payment	Total Lease Payment ¹	Estimate	Estimate
567	Pickup, Ext Cab	45,000	-	-	-	-	-
560	Pickup, Ext Cab	-	-	-	-	45,000	-
561	Pickup, Dump Bed	-	-	-	-	60,000	-
Total		45,000	-	-	-	105,000	-

¹Total Lease Payment includes all payments from outstanding lease purchase cycles that will be paid in FY 2026.

**City of Charleston
Municipal Budget
FY 2026**

Fund 001 General Fund
Department 408 Insurance
Unit 00 Retiree Health Benefits

Expense Object		FY 2024 Actual	FY 2025 Original	FY 2025 YTD Amend.	FY 2025 Current	FY 2025 YTD Jan. Actual	FY 2026 Proposed
Personal Services							
493-1-105	Medical & Life - Civilian	1,134,134	2,360,000		2,360,000	945,346	1,980,000
493-1-111	Dental & Optical - Civilian	102,806	95,000		95,000	50,213	97,000
493-1-112	Employee Cont. - Civilian	(232,384)	(180,000)		(180,000)	(177,473)	(300,000)
493-1-114	OPEB - Long Term	504,124	-		-	-	-
494-1-105	Medical & Life - Police	2,755,103	2,800,000		2,800,000	2,204,151	2,910,000
494-1-111	Dental & Optical - Police	123,652	120,000		120,000	76,159	140,000
494-1-112	Employee Cont. - Police	(331,805)	(330,000)		(330,000)	(205,659)	(375,000)
495-1-105	Medical & Life - Fire	3,488,777	3,410,000		3,410,000	1,734,032	3,635,000
495-1-111	Dental & Optical - Fire	148,786	155,000		155,000	80,043	145,000
495-1-112	Employee Cont. - Fire	(395,450)	(395,000)		(395,000)	(240,423)	(440,000)
Total Personal Services		7,297,743	8,035,000	-	8,035,000	4,466,389	7,792,000

Total Retiree Health Benefits	7,297,743	8,035,000	-	8,035,000	4,466,389	7,792,000
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**City of Charleston
Municipal Budget
FY 2026**

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

Full Time Employees	4
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Expense Object		FY 2024 Actual	FY 2025 Original	FY 2025 YTD Amend.	FY 2025 Current	FY 2025 YTD Jan. Actual	FY 2026 Proposed
Personal Services							
000-1-103	Salaries & Wages	223,341	257,762		257,762	143,440	295,838
000-1-104	FICA	16,845	19,719		19,719	10,788	22,632
000-1-105	Medical & Life Insurance	36,129	41,904		41,904	20,618	49,248
000-1-106	PERS	20,058	20,882		20,882	11,869	24,077
000-1-111	Dental & Optical Insurance	1,931	2,044		2,044	1,129	2,400
000-1-112	Employee Insurance Cont.	(3,077)	(6,508)		(6,508)	(2,264)	(7,344)
Total Personal Services		295,227	335,803	-	335,803	185,580	386,851
Contractual Services							
000-2-211	Telephone	2,752	1,500		1,500	1,369	1,500
000-2-214	Travel	-	500		500	-	500
000-2-219	Building & Equipment Rent	1,789	3,000		3,000	920	3,000
000-2-221	Training	-	2,000		2,000	-	2,000
000-2-222	Dues & Subscriptions	4,518	2,000		2,000	3,360	5,000
000-2-226	Insurance - WC & UC	4,356	3,840		3,840	1,249	4,244
Total Contractual Services		13,415	12,840	-	12,840	6,898	16,244
Commodities							
000-3-341	Materials & Supplies	1,545	1,000		1,000	57	1,000
000-3-345	Uniforms	-	1,000		1,000	-	1,000
000-3-354	Special Event Supplies	6,384	10,000		10,000	3,775	10,000
Total Commodities		7,929	12,000	-	12,000	3,832	12,000
Total Constituent Services		316,571	360,643	-	360,643	196,310	415,095

**City of Charleston
Municipal Budget
FY 2026**

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

Authorized Full Time Positions & Salary Schedule

FY 2025 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 2026 Proposed		
Title	FLSA/Paygrade	FTE
Communications Specialist	E/119	1
Sr. Constituent Services Asst.	E/119	1
Sr. Special Events Coordinator	N-OT/114	1
Constituent Services Assistant	N-COMP/109	1
Total		4

FY 2025 Current	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	232,022
Irregular Part Time (IPT)	25,740
Overtime	-
Tool Allowance	-
Total	257,762

FY 2026 Proposed	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	267,524
Irregular Part Time (IPT)	28,314
Overtime	-
Tool Allowance	-
Total	295,838

Projected Capital Equipment Acquisitions

Unit # Equipment		FY 2026				FY 2027	FY 2028
		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 2026.

**City of Charleston
Municipal Budget
FY 2026**

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

Expense Object		FY 2024 Actual	FY 2025 Original	FY 2025 YTD Amend.	FY 2025 Current	FY 2025 YTD Jan. Actual	FY 2026 Proposed
Contributions & Other							
000-5-566	Contributions to Other Funds	1,235,000	535,000	1,307,000	1,842,000	-	535,000
Total Contributions & Other		1,235,000	535,000	1,307,000	1,842,000	-	535,000
Total Transfers to Other Funds		1,235,000	535,000	1,307,000	1,842,000	-	535,000

**City of Charleston
Municipal Budget
FY 2026**

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

Expense Object		FY 2024 Actual	FY 2025 Original	FY 2025 YTD Amend.	FY 2025 Current	FY 2025 YTD Jan. Actual	FY 2026 Proposed
Contributions & Other							
000-5-566	Contributions to Other Funds	3,251,822	3,000,000	1,000,000	4,000,000	4,000,000	3,000,000
Total Contributions & Other		3,251,822	3,000,000	1,000,000	4,000,000	4,000,000	3,000,000
Total Transfers to Other Funds		3,251,822	3,000,000	1,000,000	4,000,000	4,000,000	3,000,000

**City of Charleston
Municipal Budget
FY 2026**

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

Expense Object		FY 2024 Actual	FY 2025 Original	FY 2025 YTD Amend.	FY 2025 Current	FY 2025 YTD Jan. Actual	FY 2026 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 2026**

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

Expense Object		FY 2024 Actual	FY 2025 Original	FY 2025 YTD Amend.	FY 2025 Current	FY 2025 YTD Jan. Actual	FY 2026 Proposed
Contributions & Other							
000-5-566	Contributions to Other Funds	810,000	610,000	10,738,280	11,348,280	-	610,000
Total Contributions & Other		810,000	610,000	10,738,280	11,348,280	-	610,000
Total Transfers to Other Funds		810,000	610,000	10,738,280	11,348,280	-	610,000

**City of Charleston
Municipal Budget
FY 2026**

Fund 001 General Fund
Department 444 Transfers to Other Funds
Unit 11 Land Reuse Agency

Expense Object		FY 2024 Actual	FY 2025 Original	FY 2025 YTD Amend.	FY 2025 Current	FY 2025 YTD Jan. Actual	FY 2026 Proposed
Contributions & Other							
000-5-566	Contributions to Other Funds	-	-	600,000	600,000	-	-
Total Contributions & Other		-	-	600,000	600,000	-	-
Total Transfers to Other Funds		-	-	600,000	600,000	-	-

**City of Charleston
Municipal Budget
FY 2026**

Fund 001 General Fund
Department 444 Transfers to Other Funds
Unit 13 Community Participation Program

Expense Object	FY 2024 Actual	FY 2025 Original	FY 2025 YTD Amend.	FY 2025 Current	FY 2025 YTD Jan. Actual	FY 2026 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 2026**

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

Expense Object		FY 2024 Actual	FY 2025 Original	FY 2025 YTD Amend.	FY 2025 Current	FY 2025 YTD Jan. Actual	FY 2026 Proposed
Contributions & Other							
000-5-566	Contributions to Other Funds	100,000	-	100,000	100,000	-	-
Total Contributions & Other		100,000	-	100,000	100,000	-	-
Total Transfers to Other Funds		100,000	-	100,000	100,000	-	-

**City of Charleston
Municipal Budget
FY 2026**

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

Expense Object		FY 2024 Actual	FY 2025 Original	FY 2025 YTD Amend.	FY 2025 Current	FY 2025 YTD Jan. Actual	FY 2026 Proposed
Contributions & Other							
000-5-566	Contributions to Other Funds	-	-	500,000	500,000	-	-
Total Contributions & Other		-	-	500,000	500,000	-	-
Total Transfers to Other Funds		-	-	500,000	500,000	-	-

**City of Charleston
Municipal Budget
FY 2026**

Fund 001 General Fund
Department 444 Transfers to Other Funds
Unit 18 Public Safety Center Fund

Expense Object		FY 2024 Actual	FY 2025 Original	FY 2025 YTD Amend.	FY 2025 Current	FY 2025 YTD Jan. Actual	FY 2026 Proposed
Contributions & Other							
000-5-566	Contributions to Other Funds	1,000,000	-	700,000	700,000	-	-
	Total Contributions & Other	1,000,000	-	700,000	700,000	-	-
Total Transfers to Other Funds		1,000,000	-	700,000	700,000	-	-

**City of Charleston
Municipal Budget
FY 2026**

Fund 001 General Fund
Department 444 Transfers to Other Funds
Unit 19 Turf Maintenance Fund

Expense Object		FY 2024 Actual	FY 2025 Original	FY 2025 YTD Amend.	FY 2025 Current	FY 2025 YTD Jan. Actual	FY 2026 Proposed
Contributions & Other							
000-5-566	Contributions to Other Funds	-	250,000	-	250,000	-	250,000
Total Contributions & Other		-	250,000	-	250,000	-	250,000
Total Transfers to Other Funds		-	250,000	-	250,000	-	250,000

**City of Charleston
Municipal Budget
FY 2026**

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

Full Time Employees	2
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Expense Object		FY 2024 Actual	FY 2025 Original	FY 2025 YTD Amend.	FY 2025 Current	FY 2025 YTD Jan. Actual	FY 2026 Proposed
Personal Services							
000-1-103	Salaries & Wages	66,890	72,490		72,490	41,264	74,622
000-1-104	FICA	4,871	5,545		5,545	3,055	5,709
000-1-105	Medical & Life Insurance	18,065	20,952		20,952	10,309	24,624
000-1-106	PERS	5,953	6,524		6,524	3,714	6,716
000-1-111	Dental & Optical Insurance	961	1,022		1,022	565	1,200
000-1-112	Employee Insurance Cont.	(3,131)	(3,254)		(3,254)	(1,834)	(3,672)
Total Personal Services		93,609	103,279	-	103,279	57,073	109,199
Contractual Services							
000-2-211	Telephone	614	1,500		1,500	307	1,000
000-2-213	Utilities	232,241	240,200		240,200	190,094	240,200
000-2-215	Mtce & Repair - Bldg/Ground	14,241	30,000		30,000	7,285	30,000
000-2-219	Building & Equipment Rent	1,199	1,000		1,000	711	1,200
000-2-226	Insurance - WC & UC	2,178	1,920		1,920	625	2,122
000-2-230	Contracted Services	3,371	25,000		25,000	1,140	25,000
Total Contractual Services		253,844	299,620	-	299,620	200,162	299,522
Commodities							
000-3-341	Materials & Supplies	20,639	40,000		40,000	3,684	40,000
000-3-345	Uniforms	1,349	1,000		1,000	-	1,000
Total Commodities		21,988	41,000	-	41,000	3,684	41,000
Total Morris Square Property		369,441	443,899	-	443,899	260,919	449,721

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

FY 2025 Current		
Title	FLSA/Paygrade	FTE
Custodian	N-OT/104	2
Total		2

FY 2025 Current	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	70,490
Irregular Part Time (IPT)	-
Overtime	2,000
Tool Allowance	-
Total	72,490

FY 2026 Proposed	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	72,622
Irregular Part Time (IPT)	-
Overtime	2,000
Tool Allowance	-
Total	74,622

		FY 2026				FY 2027	FY 2028
		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 2026**

Fund 001 General Fund
Department 501 Wellness Center
Unit 00 Administrative

Full Time Employees	0
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Expense Object		FY 2024 Actual	FY 2025 Original	FY 2025 YTD Amend.	FY 2025 Current	FY 2025 YTD Jan. Actual	FY 2026 Proposed
Contractual Services							
000-2-211	Telephone	3,521	4,200		4,200	1,001	4,200
000-2-219	Building & Equipment Rent	22,928	21,500		21,500	15,119	21,500
000-2-223	Professional Services	51,326	-		-	18,337	-
000-2-230	Contracted Services	866,559	880,487		880,487	480,293	944,728
Total Contractual Services		944,334	906,187	-	906,187	514,750	970,428
Commodities							
000-3-341	Materials & Supplies	9,789	41,000		41,000	219	5,000
Total Commodities		9,789	41,000	-	41,000	219	5,000
Total Wellness Center		954,123	947,187	-	947,187	514,969	975,428

**City of Charleston
Municipal Budget
FY 2026**

Fund 001 General Fund
Department 566 Public Works
Unit 00 Administrative

Full Time Employees	4
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Expense Object		FY 2024 Actual	FY 2025 Original	FY 2025 YTD Amend.	FY 2025 Current	FY 2025 YTD Jan. Actual	FY 2026 Proposed
Personal Services							
000-1-103	Salaries & Wages	212,270	233,724		233,724	131,707	237,967
000-1-104	FICA	16,046	17,880		17,880	9,909	18,204
000-1-105	Medical & Life Insurance	27,097	41,904		41,904	20,618	49,248
000-1-106	PERS	19,104	21,035		21,035	11,854	21,417
000-1-111	Dental & Optical Insurance	1,448	2,044		2,044	1,129	2,400
000-1-112	Employee Insurance Cont.	(2,462)	(6,508)		(6,508)	(2,077)	(7,344)
Total Personal Services		273,503	310,079	-	310,079	173,140	321,892
Contractual Services							
000-2-211	Telephone	39,368	30,000		30,000	18,299	30,000
000-2-213	Utilities	89,169	108,800		108,800	42,664	108,800
000-2-214	Travel	-	500		500	-	500
000-2-219	Building & Equipment Rent	-	28,800		28,800	-	-
000-2-221	Training	-	500		500	-	500
000-2-226	Insurance - WC & UC	3,267	3,840		3,840	1,249	4,244
Total Contractual Services		131,804	172,440	-	172,440	62,212	144,044
Commodities							
000-3-341	Materials & Supplies	4	500		500	2	500
Total Commodities		4	500	-	500	2	500
Total Public Works		405,311	483,019	-	483,019	235,354	466,436

**City of Charleston
Municipal Budget
FY 2026**

Fund 001 General Fund
Department 566 Public Works
Unit 00 Administrative

Authorized Full Time Positions & Salary Schedule

FY 2025 Current		
Title	FLSA/Paygrade	FTE
Director of Public Works	E/132	1
Administrative Assistant I	N-OT/109	3
Total		4

FY 2026 Proposed		
Title	FLSA/Paygrade	FTE
Director of Public Works	E/132	1
Administrative Assistant I	N-OT/109	3
Total		4

FY 2025 Current	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	228,724
Irregular Part Time (IPT)	-
Overtime	5,000
Tool Allowance	-
Total	233,724

FY 2026 Proposed	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	232,967
Irregular Part Time (IPT)	-
Overtime	5,000
Tool Allowance	-
Total	237,967

Projected Capital Equipment Acquisitions

Unit # Equipment		FY 2026				FY 2027	FY 2028
		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 2026.

**City of Charleston
Municipal Budget
FY 2026**

Fund 001 General Fund
Department 567 Public Grounds
Unit 00 Administrative

Full Time Employees	27
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Expense Object		FY 2024 Actual	FY 2025 Original	FY 2025 YTD Amend.	FY 2025 Current	FY 2025 YTD Jan. Actual	FY 2026 Proposed
Personal Services							
000-1-103	Salaries & Wages	873,140	970,427		970,427	550,498	1,021,491
000-1-104	FICA	65,467	74,238		74,238	41,382	78,144
000-1-105	Medical & Life Insurance	234,841	272,376		272,376	134,018	332,424
000-1-106	PERS	78,129	87,338		87,338	49,189	91,934
000-1-111	Dental & Optical Insurance	12,777	13,286		13,286	7,339	16,200
000-1-112	Employee Insurance Cont.	(21,339)	(42,302)		(42,302)	(13,772)	(49,572)
Total Personal Services		1,243,015	1,375,363	-	1,375,363	768,654	1,490,621
Contractual Services							
000-2-213	Utilities	2,782	1,400		1,400	637	3,000
000-2-214	Travel	-	1,000		1,000	-	1,000
000-2-215	Mtce & Repair - Bldg/Ground	-	5,000		5,000	521	2,500
000-2-216	Mtce & Repair - Equipment	-	5,000		5,000	-	2,500
000-2-219	Building & Equipment Rent	1,611	500		500	745	1,500
000-2-221	Training	-	300		300	-	300
000-2-222	Dues & Subscriptions	424	200		200	108	200
000-2-226	Insurance - WC & UC	28,314	24,960		24,960	8,119	28,647
000-2-230	Contracted Services	41,085	84,000		84,000	8,585	84,000
Total Contractual Services		74,216	122,360	-	122,360	18,715	123,647
Commodities							
000-3-341	Materials & Supplies	155,445	150,000	30,000	180,000	94,194	150,000
000-3-345	Uniforms	8,510	13,000		13,000	8,913	13,500
Total Commodities		163,955	163,000	30,000	193,000	103,107	163,500
Total Public Grounds		1,481,186	1,660,723	30,000	1,690,723	890,476	1,777,768

**City of Charleston
Municipal Budget
FY 2026**

Fund 001 General Fund
Department 567 Public Grounds
Unit 00 Administrative

Authorized Full Time Positions & Salary Schedule

FY 2025 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 2026 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	18
Total		27

FY 2025 Current	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	942,121
Irregular Part Time (IPT)	-
Overtime	28,306
Tool Allowance	-
Total	970,427

FY 2026 Proposed	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	991,696
Irregular Part Time (IPT)	-
Overtime	29,795
Tool Allowance	-
Total	1,021,491

Projected Capital Equipment Acquisitions

Unit # Equipment		FY 2026				FY 2027	FY 2028
		Direct Purchase	Lease Purchase	New Lease Payment	Total Lease Payment ¹	Estimate	Estimate
358	Pickup, Reg. Cab	45,000	-	-	-	-	-
361	Pickup, Reg. Cab	45,000	-	-	-	-	-
364	Pickup Heavy Duty	100,000	-	-	-	-	-
369	Bucket Truck	250,000	-	-	-	-	-
378	Tractor	120,000	-	-	-	-	-
8	Pickup, Reg. Cab	-	-	-	-	45,000	-
368	Pickup, Dump Bed	-	-	-	-	85,000	-
380	Backhoe	-	-	-	-	-	50,000
Total		560,000	-	-	16,349	130,000	50,000

¹Total Lease Payment includes all payments from outstanding lease purchase cycles that will be paid in FY 2026.

**City of Charleston
Municipal Budget
FY 2026**

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

Full Time Employees	1
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Expense Object		FY 2024 Actual	FY 2025 Original	FY 2025 YTD Amend.	FY 2025 Current	FY 2025 YTD Jan. Actual	FY 2026 Proposed
Personal Services							
000-1-103	Salaries & Wages	103,532	82,724		82,724	67,279	43,316
000-1-104	FICA	7,759	6,328		6,328	5,060	3,314
000-1-105	Medical & Life Insurance	18,065	20,952		20,952	10,309	12,312
000-1-106	PERS	9,313	7,445		7,445	6,060	3,898
000-1-111	Dental & Optical Insurance	966	1,022		1,022	565	600
000-1-112	Employee Insurance Cont.	(1,417)	(3,254)		(3,254)	(1,110)	(1,836)
Total Personal Services		138,218	115,217	-	115,217	88,163	61,604
Contractual Services							
000-2-226	Insurance - WC & UC	2,178	1,920		1,920	625	1,061
000-2-230	Contracted Services	4,500	-		-	-	-
Total Contractual Services		6,678	1,920	-	1,920	625	1,061
Commodities							
000-3-341	Materials & Supplies	13,571	4,000		4,000	6,950	15,000
000-3-345	Uniforms	744	1,000		1,000	995	500
Total Commodities		14,315	5,000	-	5,000	7,945	15,500
Total Public Grounds		159,211	122,137	-	122,137	96,733	78,165

**City of Charleston
Municipal Budget
FY 2026**

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

Authorized Full Time Positions & Salary Schedule

FY 2025 Current		
Title	FLSA/Paygrade	FTE
Trail Specialist	N-OT/106	1
Grounds Maintenance Worker	N-OT/104	1
Total		2

FY 2026 Proposed		
Title	FLSA/Paygrade	FTE
Trail Specialist	N-OT/106	1
Grounds Maintenance Worker	N-OT/104	0
Total		1

FY 2025 Current	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	77,736
Irregular Part Time (IPT)	-
Overtime	4,988
Tool Allowance	-
Total	82,724

FY 2026 Proposed	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	40,872
Irregular Part Time (IPT)	-
Overtime	2,444
Tool Allowance	-
Total	43,316

Projected Capital Equipment Acquisitions

		FY 2026				FY 2027	FY 2028
		Direct Purchase	Lease Purchase	New Lease Payment	Total Lease Payment ¹	Estimate	Estimate
370	Pickup, Reg Cab	45,000	-	-	-	-	-
Total		45,000	-	-	-	-	-

¹Total Lease Payment includes all payments from outstanding lease purchase cycles that will be paid in FY 2026.

**City of Charleston
Municipal Budget
FY 2026**

Fund 001 General Fund
Department 699 Contingency
Unit 00 Administrative

Expense Object		FY 2024 Actual	FY 2025 Original	FY 2025 YTD Amend.	FY 2025 Current	FY 2025 YTD Jan. Actual	FY 2026 Proposed
Contributions & Other							
000-5-598	Contingency	-	239,650	(22,221)	217,429	-	196,566
Total Contributions & Other		-	239,650	(22,221)	217,429	-	196,566
Total Contingency		-	239,650	(22,221)	217,429	-	196,566

**City of Charleston
Municipal Budget
FY 2026**

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

Full Time Employees	173
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Expense Object		FY 2024 Actual	FY 2025 Original	FY 2025 YTD Amend.	FY 2025 Current	FY 2025 YTD Jan. Actual	FY 2026 Proposed
Personal Services							
000-1-103	Salaries & Wages	12,007,305	12,495,273		12,495,273	6,995,698	12,676,346
000-1-104	FICA	173,009	181,181		181,181	101,623	183,807
000-1-105	Medical & Life Insurance	1,563,079	1,812,348		1,812,348	891,733	2,129,976
001-1-107	MPFRS	499,092	600,000		600,000	318,912	655,000
000-1-107	Pre-2011 Pension Cont. - GF	3,900,000	3,265,000		3,265,000	2,176,666	2,800,000
003-1-107	Pre-2011 Pension Cont. - UPRF	3,110,001	3,040,000	280,000	3,320,000	2,213,334	3,290,000
000-1-110	Uniform Allowance	162,981	173,150		173,150	158,392	173,150
000-1-111	Dental & Optical Insurance	93,328	88,403		88,403	48,833	103,800
000-1-112	Employee Insurance Cont.	(195,233)	(281,471)		(281,471)	(137,891)	(317,628)
Total Personal Services		21,313,562	21,373,884	280,000	21,653,884	12,767,300	21,694,451
Contractual Services		-					
000-2-211	Telephone	103,613	101,000		101,000	47,241	114,000
000-2-213	Utilities	115,363	118,275		118,275	55,048	133,000
000-2-214	Travel	24,635	35,175		35,175	16,935	40,000
000-2-216	Mtce & Repair - Equipment	149,716	193,000		193,000	142,220	205,000
000-2-217	Mtce & Repair - Auto/Truck	1,878	15,000		15,000	1,461	15,000
000-2-219	Building & Equipment Rent	100,146	104,000		104,000	60,004	105,000
000-2-220	Advertising & Legal Pub	3,141	13,500		13,500	4,348	30,000
000-2-221	Training	42,755	53,750		53,750	33,531	88,000
000-2-222	Dues & Subscriptions	4,456	5,850		5,850	3,527	6,500
000-2-223	Professional Services	86,800	76,000		76,000	51,004	148,000
000-2-226	Insurance - WC & UC	188,394	166,080		166,080	54,021	183,553
000-2-230	Contracted Services	4,144	4,800		4,800	1,965	14,000
000-2-239	Fine Supported Training	170	-	42,592	42,592	-	-
Total Contractual Services		825,211	886,430	42,592	929,022	471,305	1,082,053
Commodities		-					
000-3-341	Materials & Supplies	100,902	125,300		125,300	66,884	115,000
000-3-343	Gas, Oil & Tires	5,429	6,000		6,000	1,561	25,000
000-3-344	Prisoner Other Costs	105,953	108,000		108,000	73,032	168,000
000-3-345	Uniforms	87,956	142,000	20,000	162,000	61,322	182,000
Total Commodities		300,240	381,300	20,000	401,300	202,799	490,000
Total Police - Uniformed		22,439,013	22,641,614	342,592	22,984,206	13,441,404	23,266,504

**City of Charleston
Municipal Budget
FY 2026**

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

Authorized Full Time Positions & Salary Schedule

FY 2025 Current		
Title	FLSA/Paygrade	FTE
Police Chief	E/132	1
Uniformed Members	var	172
Total		173

FY 2026 Proposed		
Title	FLSA/Paygrade	FTE
Police Chief	E/132	1
Uniformed Members	var	172
Total		173

FY 2025 Current	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	9,847,689
Irregular Part Time (IPT)	
Overtime	2,647,584
Tool Allowance	-
Total	12,495,273

FY 2026 Proposed	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	9,989,932
Irregular Part Time (IPT)	
Overtime	2,686,414
Tool Allowance	
Total	12,676,346

Projected Capital Equipment Acquisitions

Unit # Equipment		FY 2026				FY 2027	FY 2028
		Direct Purchase	Lease Purchase	New Lease Payment	Total Lease Payment ¹	Estimate	Estimate
	Interceptor - line (12)	590,100				619,600	650,580
	Interceptor - Supv. (3)	-				154,900	162,645
	Lighting Package	85,680				112,455	118,078
	Other Vehicle Equipmer	76,029				89,753	63,460
	Administrative Vehicle (3	-				210,000	-
	Admin Vehicle Equipme	-				80,000	-
	Transport Van	85,000				85,000	-
	Handheld IRP Radios	35,500				41,085	34,300
	Mobile Analog Radios	9,000				13,200	5,800
	IRP Mobile Radios	27,200				33,650	24,250
	Bicycles	4,400				4,840	4,500
	Mobile Data Terminals	60,000				60,000	-
Total		972,909	-	-	13,503	1,504,483	1,063,613

¹Total Lease Payment includes all payments from outstanding lease purchase cycles that will be paid in FY 2026.

**City of Charleston
Municipal Budget
FY 2026**

Fund 001 General Fund
Department 700 Police
Unit 01 Civilian

Full Time Employees	23
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Expense Object		FY 2024 Actual	FY 2025 Original	FY 2025 YTD Amend.	FY 2025 Current	FY 2025 YTD Jan. Actual	FY 2026 Proposed
Personal Services							
000-1-103	Salaries & Wages	977,340	1,101,994		1,101,994	636,728	1,111,602
000-1-104	FICA	72,122	84,303		84,303	47,069	85,038
000-1-105	Medical & Life Insurance	207,829	240,948		240,948	118,554	283,176
000-1-106	PERS	84,999	94,229		94,229	55,582	95,094
000-1-110	Uniform Allowance	596	600		600	867	600
000-1-111	Dental & Optical Insurance	11,184	11,753		11,753	6,492	13,800
000-1-112	Employee Insurance Cont.	(20,510)	(37,421)		(37,421)	(15,730)	(42,228)
Total Personal Services		1,333,560	1,496,406	-	1,496,406	849,562	1,547,082
Contractual Services							
000-2-226	Insurance - WC & UC	25,047	22,080		22,080	7,182	24,403
Total Contractual Services		25,047	22,080	-	22,080	7,182	24,403
Commodities							
000-3-341	Materials & Supplies	3,623	-	5,000	5,000	4,124	-
Total Commodities		3,623	-	5,000	5,000	4,124	-
Contributions & Other							
000-5-568	Other Contributions	60,000	60,000		60,000	35,000	60,000
Total Contributions & Other		60,000	60,000	-	60,000	35,000	60,000
Total Police - Civilian		1,422,230	1,578,486	5,000	1,583,486	895,868	1,631,485

**City of Charleston
Municipal Budget
FY 2026**

Fund 001 General Fund
Department 700 Police
Unit 01 Civilian

Authorized Full Time Positions & Salary Schedule

FY 2025 Current		
Title	FLSA/Paygrade	FTE
Assistant to the Chief	E/119	1
Domestic Violence Coordinator	N-COMP/113	1
Animal Control Officer	N-OT/110	2
Administrative Assistant I	N-COMP/109	2
Evidence Technician	N-OT/110	1
Police Supply Technician	N-OT/107	1
Office Support Specialist	N-OT/107	15
Total		23

FY 2026 Proposed		
Title	FLSA/Paygrade	FTE
Assistant to the Chief	E/119	1
Domestic Violence Coordinator	N-COMP/113	1
Animal Control Officer	N-OT/110	2
Administrative Assistant I	N-COMP/109	2
Evidence Technician	N-OT/110	1
Police Supply Technician	N-OT/107	1
Office Support Specialist	N-OT/107	15
Total		23

FY 2025 Current	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	942,803
Irregular Part Time (IPT)	55,000
Overtime	104,191
Tool Allowance	-
Total	1,101,994

FY 2026 Proposed	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	952,411
Irregular Part Time (IPT)	55,000
Overtime	104,191
Tool Allowance	-
Total	1,111,602

Projected Capital Equipment Acquisitions

		FY 2026				FY 2027	FY 2028
		Direct Purchase	Lease Purchase	New Lease Payment	Total Lease Payment ¹	Estimate	Estimate
Unit #	Equipment						
Total		-	-	-	-	-	-

¹Total Lease Payment includes all payments from outstanding lease purchase cycles that will be paid in FY 2026.

**City of Charleston
Municipal Budget
FY 2026**

Fund 001 General Fund
Department 700 Police
Unit 03 Charleston Citizens Police Academy Alumni Association

Expense Object	FY 2024 Actual	FY 2025 Original	FY 2025 YTD Amend.	FY 2025 Current	FY 2025 YTD Jan. Actual	FY 2026 Proposed
Contributions & Other						
000-5-568 Other Contributions	-	4,000		4,000	-	4,000
Total Contributions & Other	-	4,000	-	4,000	-	4,000
Total Charleston Citizens Police Academy Alumni Association	-	4,000	-	4,000	-	4,000

**City of Charleston
Municipal Budget
FY 2026**

Fund 001 General Fund
Department 706 Fire
Unit 00 Uniformed

Full Time Employees	169
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		FY 2024 Actual	FY 2025 Original	FY 2025 YTD Amend.	FY 2025 Current	FY 2025 YTD Jan. Actual	FY 2026 Proposed
Expense Object							
Personal Services							
000-1-103	Salaries & Wages	11,491,916	12,082,082		12,082,082	7,187,148	12,254,687
000-1-104	FICA	165,137	175,190		175,190	104,405	177,693
000-1-105	Medical & Life Insurance	1,527,296	1,770,444		1,770,444	871,115	2,080,728
001-1-107	MPFRS	569,097	650,000		650,000	383,652	720,000
000-1-107	Pre-2011 Pension Cont. - GF	4,599,997	3,695,000		3,695,000	2,463,334	3,095,000
003-1-107	Pre-2011 Pension Cont. - UPRF	4,164,998	3,435,000	25,000	3,460,000	2,306,666	3,635,000
000-1-110	Uniform Allowance	151,183	169,150		169,150	154,600	169,150
000-1-111	Dental & Optical Insurance	107,291	86,359		86,359	47,704	101,400
000-1-112	Employee Insurance Cont.	(226,461)	(274,963)		(274,963)	(163,880)	(310,284)
Total Personal Services		22,550,454	21,788,262	25,000	21,813,262	13,354,744	21,923,374
Contractual Services							
000-2-211	Telephone	55,012	58,000		58,000	25,724	51,500
000-2-212	Printing	941	1,000		1,000	1,058	1,000
000-2-213	Utilities	196,493	202,000		202,000	102,376	220,000
000-2-214	Travel	8,095	21,000		21,000	3,575	21,000
000-2-215	Mtce & Repair - Bldg/Ground	28,507	29,000		29,000	10,208	30,000
000-2-216	Mtce & Repair - Equipment	125,924	135,000		135,000	47,477	158,000
000-2-217	Mtce & Repair - Auto/Truck	1,053	13,500		13,500	4,088	13,500
000-2-218	Postage	-	-		-	-	500
000-2-219	Building & Equipment Rent	7,235	11,000		11,000	1,983	11,000
000-2-220	Advertising & Legal Pub	105	2,500		2,500	-	2,500
000-2-221	Training	130,300	160,000		160,000	44,660	131,500
000-2-222	Dues & Subscriptions	6,257	10,000		10,000	5,322	25,000
00*-2-223	Professional Services	205,868	195,000		195,000	65,615	177,000
000-2-226	Insurance - WC & UC	184,038	162,240		162,240	52,772	179,309
000-2-230	Contracted Services	42,013	45,420		45,420	20,985	46,000
000-2-234	Fire Hydrant Rental	173,687	168,000		168,000	71,074	168,000
Total Contractual Services		1,165,528	1,213,660	-	1,213,660	456,917	1,235,809
Commodities							
000-3-341	Materials & Supplies	500,657	570,000		570,000	223,829	530,500
000-3-342	Fire Investigation	2,412	2,500		2,500	-	2,500
000-3-343	Gas, Oil & Tires	-	-		-	-	4,500
000-3-345	Uniforms	108,089	246,000	250,000	496,000	97,963	246,000
000-3-356	Fire Prevention	7,437	8,500		8,500	7,281	9,000
Total Commodities		618,595	827,000	250,000	1,077,000	329,073	792,500
Total Fire - Uniformed		24,334,577	23,828,922	275,000	24,103,922	14,140,734	23,951,683

**City of Charleston
Municipal Budget
FY 2026**

Fund 001 General Fund
Department 706 Fire
Unit 00 Uniformed

Authorized Full Time Positions & Salary Schedule

FY 2025 Current		
Title	FLSA/Paygrade	FTE
Fire Chief	E/132	1
Uniformed Members	var	168
Total		169

FY 2026 Proposed		
Title	FLSA/Paygrade	FTE
Fire Chief	E/132	1
Uniformed Members	var	168
Total		169

FY 2025 Current	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	10,161,186
Irregular Part Time (IPT)	
Overtime	1,920,896
Tool Allowance	-
Total	12,082,082

FY 2026 Proposed	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	10,319,009
Irregular Part Time (IPT)	
Overtime	1,935,678
Tool Allowance	-
Total	12,254,687

Projected Capital Equipment Acquisitions

Unit # Equipment	FY 2026				FY 2027	FY 2028
	Direct Purchase	Lease Purchase	New Lease Payment	Total Lease Payment ¹	Estimate	Estimate
Ambulance	660,000	-	-		720,000	-
Ambulance Equipment	6,000	-	-		6,200	-
Administrative SUV	55,000	-	-		55,000	-
Admin Vehicle Equipment	17,000	-	-		17,000	-
Fire Hose & Nozzles	32,000	-	-		34,000	36,000
Mobile Data Terminals	29,000	-	-		30,500	32,000
Thermal Image Camera	14,750	-	-		15,500	16,500
Radios	26,300	-	-		27,500	29,000
Air Packs (5)	44,000	-	-		46,000	49,000
Spare Air Cylinders (10)	11,500	-	-		12,000	12,500
Station 1 Air System	120,000	-	-		-	-
Heart Monitor	116,000	-	-		88,000	90,000
Power Cot (2)	130,000	-	-		74,000	80,000
Stair Chair (5)	26,000	-	-		-	-
Lucas Device	22,000	-	-		23,000	24,000
EMS Training Manikin	56,000	-	-		-	-
Pumper Truck	-	-	-		1,500,000	-
Interceptor SUV (2)	120,000	-	-		-	-
Interceptor Equipment	30,000	-	-		-	-
Bunker Gear Washer (2)	-	-	-		10,000	-
Total	1,515,550	-	-	12,417	2,658,700	369,000

¹Total Lease Payment includes all payments from outstanding lease purchase cycles that will be paid in FY 2026.

**City of Charleston
Municipal Budget
FY 2026**

Fund 001 General Fund
Department 706 Fire
Unit 01 Civilian

Full Time Employees	2
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Expense Object		FY 2024 Actual	FY 2025 Original	FY 2025 YTD Amend.	FY 2025 Current	FY 2025 YTD Jan. Actual	FY 2026 Proposed
Personal Services							
000-1-103	Salaries & Wages	92,006	102,938		102,938	56,526	105,059
000-1-104	FICA	6,902	7,875		7,875	4,214	8,037
000-1-105	Medical & Life Insurance	18,065	20,952		20,952	10,309	24,624
000-1-106	PERS	8,281	9,264		9,264	5,087	9,455
000-1-111	Dental & Optical Insurance	944	1,022		1,022	565	1,200
000-1-112	Employee Insurance Cont.	(1,468)	(3,254)		(3,254)	(1,136)	(3,672)
Total Personal Services		124,730	138,797	-	138,797	75,565	144,703
Contractual Services							
000-2-226	Insurance - WC & UC	2,178	1,920		1,920	625	2,122
Total Contractual Services		2,178	1,920	-	1,920	625	2,122
Total Fire		126,908	140,717	-	140,717	76,190	146,825

**City of Charleston
Municipal Budget
FY 2026**

Fund 001 General Fund
Department 706 Fire
Unit 01 Civilian

Authorized Full Time Positions & Salary Schedule

FY 2025 Current		
Title	FLSA/Paygrade	FTE
Assistant to the Chief	E/119	1
Office Support Specialist	N-OT/107	1
Total		2

FY 2026 Proposed		
Title	FLSA/Paygrade	FTE
Assistant to the Chief	E/119	1
Logistics Specialist	N-OT/110	1
Total		2

FY 2025 Current	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	99,938
Irregular Part Time (IPT)	-
Overtime	3,000
Tool Allowance	-
Total	102,938

FY 2026 Proposed	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	102,059
Irregular Part Time (IPT)	-
Overtime	3,000
Tool Allowance	-
Total	105,059

Projected Capital Equipment Acquisitions

Unit # Equipment		FY 2026				FY 2027	FY 2028
		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 2026.

**City of Charleston
Municipal Budget
FY 2026**

Fund 001 General Fund
Department 712 Traffic Engineering
Unit 00 Administrative

Full Time Employees	10
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Expense Object		FY 2024 Actual	FY 2025 Original	FY 2025 YTD Amend.	FY 2025 Current	FY 2025 YTD Jan. Actual	FY 2026 Proposed
Personal Services							
000-1-103	Salaries & Wages	430,220	488,475		488,475	273,305	516,457
000-1-104	FICA	31,775	37,368		37,368	20,213	39,509
000-1-105	Medical & Life Insurance	90,407	104,760		104,760	51,545	123,120
000-1-106	PERS	38,274	43,468		43,468	24,610	45,986
000-1-111	Dental & Optical Insurance	1,509	5,110		5,110	2,823	6,000
000-1-112	Employee Insurance Cont.	(11,236)	(16,270)		(16,270)	(7,195)	(18,360)
Total Personal Services		580,949	662,911	-	662,911	365,301	712,712
Contractual Services							
000-2-213	Utilities	218,927	205,000		205,000	114,238	205,000
000-2-214	Travel	-	2,000		2,000	-	2,000
000-2-215	Mtce & Repair - Bldg/Ground	8,214	1,000		1,000	-	1,000
000-2-216	Mtce & Repair - Equipment	9,050	15,000		15,000	12,897	15,000
000-2-217	Mtce & Repair - Auto/Truck	264	500		500	-	500
000-2-218	Postage	87	300		300	236	300
000-2-219	Building & Equipment Rent	2,747	3,000		3,000	1,601	3,000
000-2-221	Training	-	1,000		1,000	-	1,000
000-2-222	Dues & Subscriptions	54	260		260	44	260
000-2-223	Professional Services	-	200		200	-	200
000-2-226	Insurance - WC & UC	10,890	9,600		9,600	3,123	10,610
000-2-230	Contracted Services	592,575	500,000		500,000	233,363	500,000
Total Contractual Services		842,808	737,860	-	737,860	365,502	738,870
Commodities							
000-3-341	Materials & Supplies	207,370	204,000		204,000	107,489	224,000
000-3-345	Uniforms	3,258	5,000		5,000	2,965	5,000
Total Commodities		210,628	209,000	-	209,000	110,454	229,000
Total Traffic Engineering		1,634,385	1,609,771	-	1,609,771	841,257	1,680,582

**City of Charleston
Municipal Budget
FY 2026**

Fund 001 General Fund
Department 712 Traffic Engineering
Unit 00 Administrative

Authorized Full Time Positions & Salary Schedule

FY 2025 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 2026 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 2025 Current	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	469,729
Irregular Part Time (IPT)	5,500
Overtime	13,246
Tool Allowance	-
Total	488,475

FY 2026 Proposed	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	496,944
Irregular Part Time (IPT)	5,500
Overtime	14,013
Tool Allowance	-
Total	516,457

Projected Capital Equipment Acquisitions

Unit # Equipment		FY 2026				FY 2027	FY 2028
		Direct Purchase	Lease Purchase	New Lease Payment	Total Lease Payment ¹	Estimate	Estimate
	Traffic Signal Equipment	12,000	-	-	-	13,000	14,000
73	Pickup, Reg Cab	-	-	-	-	65,000	-
299	Bucket Truck	-	-	-	-	150,000	-
Total		12,000	-	-	-	228,000	14,000

¹Total Lease Payment includes all payments from outstanding lease purchase cycles that will be paid in FY 2026.

**City of Charleston
Municipal Budget
FY 2026**

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

Full Time Employees	1
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Expense Object		FY 2024 Actual	FY 2025 Original	FY 2025 YTD Amend.	FY 2025 Current	FY 2025 YTD Jan. Actual	FY 2026 Proposed
Personal Services							
000-1-103	Salaries & Wages	-	82,121		82,121	26,531	84,823
000-1-104	FICA	-	6,282		6,282	1,981	6,489
000-1-105	Medical & Life Insurance	9,032	10,476		10,476	5,155	12,312
000-1-106	PERS	-	7,391		7,391	2,388	7,634
000-1-111	Dental & Optical Insurance	483	511		511	282	600
000-1-112	Employee Insurance Cont.	-	(1,627)		(1,627)	(1,400)	(1,836)
Total Personal Services		9,515	105,154	-	105,154	34,937	110,022
Contractual Services							
000-2-211	Telephone	1,843	1,500		1,500	680	2,240
000-2-214	Travel	1,360	1,500		1,500	1,055	3,000
000-2-216	Mtce & Repair - Equipment	-	2,000		2,000	-	2,000
000-2-217	Mtce & Repair - Auto/Truck	-	-		-	-	250
000-2-219	Building & Equipment Rent	3,432	4,000		4,000	3,432	4,000
000-2-221	Training	100	1,500		1,500	400	4,550
000-2-222	Dues & Subscriptions	75	1,700		1,700	1,400	1,700
000-2-226	Insurance - WC & UC	1,089	960		960	312	1,061
000-2-230	Contracted Services	-	-		-	-	4,250
Total Contractual Services		7,899	13,160	-	13,160	7,279	23,051
Commodities							
000-3-341	Materials & Supplies	2,810	2,700	4,000	6,700	-	23,620
000-3-345	Uniforms	-	-		-	-	300
Total Commodities		2,810	2,700	4,000	6,700	-	23,920
Total Homeland Security - Emergency Management		20,224	121,014	4,000	125,014	42,216	156,993

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

FY 2025 Current		
Title	FLSA/Paygrade	FTE
Dir. of Emergency Mgmt	E/129	1
Total		1

FY 2026 Proposed		
Title	FLSA/Paygrade	FTE
Dir. of Emergency Mgmt	E/129	1
Total		1

FY 2025 Current	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	82,121
Irregular Part Time (IPT)	-
Overtime	-
Tool Allowance	-
Total	82,121

FY 2026 Proposed	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	84,823
Irregular Part Time (IPT)	-
Overtime	-
Tool Allowance	-
Total	84,823

		FY 2026				FY 2027	FY 2028
		Direct Purchase	Lease Purchase	New Lease Payment	Total Lease Payment ¹	Estimate	Estimate
Drone		15,000	-	-	-	-	
Cargo Trailer		-	-	-	9,000	-	
	Total	15,000	-	-	9,000	-	

FY 2026 - City of Charleston
Municipal Budget

**City of Charleston
Municipal Budget
FY 2026**

Fund 001 General Fund
Department 750 Streets
Unit 00 Administrative

Full Time Employees	72
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Expense Object		FY 2024 Actual	FY 2025 Original	FY 2025 YTD Amend.	FY 2025 Current	FY 2025 YTD Jan. Actual	FY 2026 Proposed
Personal Services							
000-1-103	Salaries & Wages	2,375,664	2,943,895		2,943,895	1,551,795	3,005,334
000-1-104	FICA	177,333	225,208		225,208	116,183	229,908
000-1-105	Medical & Life Insurance	650,494	754,272		754,272	371,126	886,464
000-1-106	PERS	212,948	264,951		264,951	138,832	270,480
000-1-111	Dental & Optical Insurance	27,011	36,792		36,792	20,323	43,200
000-1-112	Employee Insurance Cont.	(62,263)	(117,144)		(117,144)	(42,515)	(132,192)
Total Personal Services		3,381,187	4,107,974	-	4,107,974	2,155,744	4,303,194
Contractual Services							
000-2-211	Telephone	642	600		600	328	600
000-2-219	Building & Equipment Rent	25,339	10,000		10,000	20,831	38,800
000-2-221	Training	-	500		500	-	500
000-2-222	Dues & Subscriptions	410	400		400	-	400
000-2-226	Insurance - WC & UC	78,407	69,120		69,120	22,483	76,392
000-2-230	Contracted Services	1,320	1,000		1,000	481	1,000
Total Contractual Services		112,252	81,620	-	81,620	49,218	117,692
Commodities							
000-3-341	Materials & Supplies	324,180	370,000		370,000	156,189	370,000
000-3-345	Uniforms	25,904	36,000		36,000	26,326	36,000
000-3-359	Snow Removal Materials	399,289	400,000	286,088	686,088	396,138	400,000
Total Commodities		749,373	806,000	286,088	1,092,088	578,653	806,000
Total Streets		4,242,812	4,995,594	286,088	5,281,682	2,783,615	5,226,886

**City of Charleston
Municipal Budget
FY 2026**

Fund 001 General Fund
Department 750 Streets
Unit 00 Administrative

Authorized Full Time Positions & Salary Schedule

FY 2025 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 2026 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 2025 Current	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	2,650,958
Irregular Part Time (IPT)	-
Overtime	292,937
Tool Allowance	-
Total	2,943,895

FY 2026 Proposed	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	2,706,284
Irregular Part Time (IPT)	-
Overtime	299,050
Tool Allowance	-
Total	3,005,334

**City of Charleston
Municipal Budget
FY 2026**

Projected Capital Equipment Acquisitions

Unit #	Equipment	FY 2026				FY 2027	FY 2028
		Direct Purchase	Lease Purchase	New Lease Payment	Total Lease Payment ¹	Estimate	Estimate
15	Pumper Truck	550,000	-	-	-	-	-
51	Dump Truck	181,000	-	-	-	-	-
52	Dump Truck	181,000	-	-	-	-	-
53	Dump Truck	181,000	-	-	-	-	-
54	Dump Truck	181,000	-	-	-	-	-
76	Backhoe	141,000	-	-	-	-	-
7	Dump Truck	120,000	-	-	-	-	-
13	Construction Truck	89,500	-	-	-	-	-
16	Construction Truck	89,500	-	-	-	-	-
5	Truck, Pickup	45,000	-	-	-	-	-
14	Pumper Truck	-	-	-	-	577,500	-
79	Sweeper	-	-	-	-	330,000	-
42	Dump Truck	-	-	-	-	196,000	-
46	Dump Truck	-	-	-	-	196,000	-
63	Dump Truck	-	-	-	-	196,000	-
25	Water Truck	-	-	-	-	170,000	-
19	Dump Truck, Small	-	-	-	-	140,000	-
71	Truck, Pickup	-	-	-	-	62,500	-
58	Leaf Machine	-	-	-	-	75,000	-
T-80	Trailer	-	-	-	-	15,000	-
Total		1,759,000	-	-	43,045	1,958,000	-

¹Total Lease Payment includes all payments from outstanding lease purchase cycles that will be paid in FY 2026.

**City of Charleston
Municipal Budget
FY 2026**

Fund 001 General Fund
Department 754 Equipment Maintenance
Unit 00 Administrative

Full Time Employees	19
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Expense Object		FY 2024 Actual	FY 2025 Original	FY 2025 YTD Amend.	FY 2025 Current	FY 2025 YTD Jan. Actual	FY 2026 Proposed
Personal Services							
000-1-103	Salaries & Wages	804,685	866,608		866,608	503,716	881,812
000-1-104	FICA	59,642	66,296		66,296	37,510	67,459
000-1-105	Medical & Life Insurance	171,755	199,044		199,044	97,936	233,928
000-1-106	PERS	69,055	77,239		77,239	44,443	78,607
000-1-111	Dental & Optical Insurance	4,869	9,709		9,709	5,363	11,400
000-1-112	Employee Insurance Cont.	(27,326)	(30,913)		(30,913)	(16,812)	(34,884)
Total Personal Services		1,082,680	1,187,983	-	1,187,983	672,156	1,238,322
Contractual Services							
000-2-214	Travel	-	1,000		1,000	-	1,000
000-2-215	Mtce & Repair - Bldg/Ground	3,879	3,000		3,000	337	3,000
000-2-216	Mtce & Repair - Equipment	292,344	400,000		400,000	169,145	400,000
000-2-219	Building & Equipment Rent	5,477	4,200		4,200	2,858	4,200
000-2-221	Training	-	2,000		2,000	-	2,000
000-2-222	Dues & Subscriptions	11,388	8,000		8,000	9,516	8,000
000-2-223	Professional Services	21,645	10,000		10,000	10,046	10,000
000-2-226	Insurance - WC & UC	20,691	18,240		18,240	5,933	20,159
000-2-230	Contracted Services	8,324	13,000		13,000	3,809	13,000
Total Contractual Services		363,748	459,440	-	459,440	201,644	461,359
Commodities							
000-3-341	Materials & Supplies	1,210,626	975,000		975,000	531,276	975,000
000-3-343	Gas, Oil & Tires	1,280,442	1,300,000		1,300,000	694,359	1,300,000
000-3-345	Uniforms	7,996	9,500		9,500	7,592	9,500
Total Commodities		2,499,064	2,284,500	-	2,284,500	1,233,227	2,284,500
Total Equipment Maintenance		3,945,492	3,931,923	-	3,931,923	2,107,027	3,984,181

**City of Charleston
Municipal Budget
FY 2026**

Fund 001 General Fund
Department 754 Equipment Maintenance
Unit 00 Administrative

Authorized Full Time Positions & Salary Schedule

FY 2025 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
Parts Room Assistant	N-OT/104	1
Total		19

FY 2026 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
Parts Room Assistant	N-OT/104	1
Total		19

FY 2025 Current	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	794,229
Irregular Part Time (IPT)	-
Overtime	63,979
Tool Allowance	8,400
Total	866,608

FY 2026 Proposed	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	808,300
Irregular Part Time (IPT)	-
Overtime	65,112
Tool Allowance	8,400
Total	881,812

Projected Capital Equipment Acquisitions

Unit # Equipment		FY 2026				FY 2027	FY 2028
		Direct Purchase	Lease Purchase	New Lease Payment	Total Lease Payment ¹	Estimate	Estimate
	Tire Machine	11,000	-	-	-	-	-
97	Truck, Pickup	-	-	-	-	42,000	-
91	Forklift	-	-	-	-	55,000	-
442	Truck, Pickup	-	-	-	-	-	75,000
Total		11,000	-	-	-	97,000	75,000

¹Total Lease Payment includes all payments from outstanding lease purchase cycles that will be paid in FY 2026.

**City of Charleston
Municipal Budget
FY 2026**

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

Full Time Employees	66
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Expense Object		FY 2024 Actual	FY 2025 Original	FY 2025 YTD Amend.	FY 2025 Current	FY 2025 YTD Jan. Actual	FY 2026 Proposed
Personal Services							
000-1-103	Salaries & Wages	2,390,437	2,660,958		2,660,958	1,506,676	2,728,852
000-1-104	FICA	178,212	203,563		203,563	112,369	208,757
000-1-105	Medical & Life Insurance	596,177	691,416		691,416	340,199	812,592
000-1-106	PERS	214,606	239,486		239,486	135,601	245,597
000-1-111	Dental & Optical Insurance	27,150	33,726		33,726	18,630	39,600
000-1-112	Employee Insurance Cont.	(67,855)	(107,382)		(107,382)	(48,252)	(121,176)
Total Personal Services		3,338,727	3,721,767	-	3,721,767	2,065,223	3,914,222
Contractual Services							
000-2-213	Utilities	360	-		-	187	-
000-2-214	Travel	3,300	2,400		2,400	2,100	400
000-2-216	Mtce & Repair - Equipment	-	2,000		2,000	-	2,000
000-2-219	Building & Equipment Rent	3,593	1,500		1,500	2,043	1,500
000-2-222	Dues & Subscriptions	232	100		100	-	100
000-2-226	Insurance - WC & UC	71,873	63,360		63,360	20,609	70,026
000-2-230	Contracted Services	196,421	150,000		150,000	101,092	139,000
Total Contractual Services		275,779	219,360	-	219,360	126,031	213,026
Commodities							
000-3-341	Materials & Supplies	76,960	65,000		65,000	45,855	75,000
000-3-345	Uniforms	23,710	33,000		33,000	25,765	33,000
Total Commodities		100,670	98,000	-	98,000	71,620	108,000
Total Refuse & Recycling		3,715,176	4,039,127	-	4,039,127	2,262,874	4,235,248

**City of Charleston
Municipal Budget
FY 2026**

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

Authorized Full Time Positions & Salary Schedule

FY 2025 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
Heavy Equipment Operator	N-OT/108	1
Sanitation Driver	N-OT/107	24
Sanitation Worker	N-OT/105	36
Total		66

FY 2026 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
Heavy Equipment Operator	N-OT/108	1
Sanitation Driver	N-OT/107	24
Sanitation Worker	N-OT/105	36
Total		66

FY 2025 Current	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	2,375,880
Irregular Part Time (IPT)	-
Overtime	285,078
Tool Allowance	-
Total	2,660,958

FY 2026 Proposed	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	2,436,500
Irregular Part Time (IPT)	-
Overtime	292,352
Tool Allowance	-
Total	2,728,852

Projected Capital Equipment Acquisitions

		FY 2026				FY 2027	FY 2028
		Direct Purchase	Lease Purchase	New Lease Payment	Total Lease Payment ¹	Estimate	Estimate
Unit #	Equipment						
101	Truck, Packer	220,000	-	-	-	-	-
155	Truck, Packer	220,000	-	-	-	-	-
159	Truck, Packer	220,000	-	-	-	-	-
102	Truck, Packer	-	-	-	-	240,000	-
103	Truck, Packer	-	-	-	-	240,000	-
104	Truck, Packer	-	-	-	-	240,000	-
121	Truck, Stake Body	-	-	-	-	120,000	-
123	Truck, Stake Body	-	-	-	-	120,000	-
146	Truck, Stake Body	-	-	-	-	120,000	-
147	Truck, Stake Body	-	-	-	-	12,000	-
Total		660,000	-	-	14,693	1,092,000	-

¹Total Lease Payment includes all payments from outstanding lease purchase cycles that will be paid in FY 2026.

**City of Charleston
Municipal Budget
FY 2026**

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

Expense Object		FY 2024 Actual	FY 2025 Original	FY 2025 YTD Amend.	FY 2025 Current	FY 2025 YTD Jan. Actual	FY 2026 Proposed
Contributions & Other							
000-5-567	Contributions to Other Govt	100,000	100,000		100,000	58,333	100,000
Total Contributions & Other		100,000	100,000	-	100,000	58,333	100,000
Total Kanawha- Charleston Health Department		100,000	100,000	-	100,000	58,333	100,000

**City of Charleston
Municipal Budget
FY 2026**

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

Full Time Employees	32
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Expense Object		FY 2024 Actual	FY 2025 Original	FY 2025 YTD Amend.	FY 2025 Current	FY 2025 YTD Jan. Actual	FY 2026 Proposed
Personal Services							
000-1-103	Salaries & Wages	1,488,000	1,729,213		1,729,213	904,256	1,760,945
000-1-104	FICA	111,930	132,285		132,285	67,624	134,712
000-1-105	Medical & Life Insurance	289,035	335,232		335,232	164,945	393,984
000-1-106	PERS	109,805	123,751		123,751	67,341	126,607
000-1-111	Dental & Optical Insurance	15,236	16,352		16,352	9,033	19,200
000-1-112	Employee Insurance Cont.	(28,393)	(52,064)		(52,064)	(20,176)	(58,752)
Total Personal Services		1,985,613	2,284,769	-	2,284,769	1,193,023	2,376,696
Contractual Services							
000-2-211	Telephone	37,975	34,000		34,000	20,862	34,000
000-2-213	Utilities	465,825	413,600		413,600	280,835	413,600
000-2-214	Travel	-	1,000		1,000	800	1,000
000-2-215	Mtce & Repair - Bldg/Ground	19,279	99,000		99,000	587	99,000
000-2-216	Mtce & Repair - Equipment	19,399	23,000		23,000	20,910	23,000
000-2-219	Building & Equipment Rent	26,620	16,000		16,000	14,727	16,000
000-2-220	Advertising & Legal Pub	-	1,000		1,000	-	1,000
000-2-221	Training	2,350	5,000		5,000	-	5,000
000-2-222	Dues & Subscriptions	5,181	3,000		3,000	1,673	3,000
000-2-226	Insurance - WC & UC	34,847	30,720		30,720	9,992	33,952
000-2-230	Contracted Services	79,362	96,510		96,510	19,889	96,510
Total Contractual Services		690,838	722,830	-	722,830	370,275	726,062
Commodities							
000-3-341	Materials & Supplies	207,075	151,500	100,000	251,500	116,701	151,500
000-3-345	Uniforms	6,146	12,500		12,500	8,362	12,500
000-3-346	Resale Food	5,966	10,000		10,000	862	10,000
000-3-351	Athletic Supplies	5,564	12,000		12,000	1,950	12,000
000-3-354	Special Event Supplies	23,080	26,500		26,500	12,190	26,500
Total Commodities		248,164	212,500	100,000	312,500	140,065	212,500
Total Parks & Recreation		2,924,615	3,220,099	100,000	3,320,099	1,703,363	3,315,258

**City of Charleston
Municipal Budget
FY 2026**

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

Authorized Full Time Positions & Salary Schedule

FY 2025 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	4
Custodian	N-OT/104	5
Total		32

FY 2026 Proposed		
Title	FLSA/Paygrade	FTE
Dir. of Parks and Recreation	E/129	1
Recreation Program Manager	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	4
Custodian	N-OT/104	5
Total		32

FY 2025 Current	
Pay Type	Amount
Regular Wages & Salaries	1,313,393
Irregular Part Time (IPT)	354,200
Overtime	61,620
Total	1,729,213

FY 2026 Proposed	
Pay Type	Amount
Regular Wages & Salaries	1,343,703
Irregular Part Time (IPT)	354,200
Overtime	63,042
Total	1,760,945

Projected Capital Equipment Acquisitions

Unit # Equipment		FY 2026				FY 2027	FY 2028
		Direct Purchase	Lease Purchase	New Lease Payment	Total Lease Payment ¹	Estimate	Estimate
311	Pickup	45,000	-	-	-	-	-
321	Passenger Van	52,000	-	-	-	-	-
343	Pickup	90,000	-	-	-	-	-
	Zero-Turn Mower (2)	40,000	-	-	-	-	-
	Golf Maintenance Equip	50,000	-	-	-	-	-
	Manlift	14,000	-	-	-	-	-
306	Pickup	-	-	-	-	45,000	-
308	Pickup	-	-	-	-	90,000	-
300	Utility Vehicle	-	-	-	-	45,000	-
317	Truck, flatbed	-	-	-	-	70,000	-
Total		291,000	-	-	-	250,000	-

¹Total Lease Payment includes all payments from outstanding lease purchase cycles that will be paid in FY 2026.

**City of Charleston
Municipal Budget
FY 2026**

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

Expense Object		FY 2024 Actual	FY 2025 Original	FY 2025 YTD Amend.	FY 2025 Current	FY 2025 YTD Jan. Actual	FY 2026 Proposed
Contributions & Other							
000-5-568	Other Contributions	1,633,879	1,525,000		1,525,000	711,049	1,675,000
Total Contributions & Other		1,633,879	1,525,000	-	1,525,000	711,049	1,675,000
Total Convention & Visitors Bureau		1,633,879	1,525,000	-	1,525,000	711,049	1,675,000

**City of Charleston
Municipal Budget
FY 2026**

Fund 001 General Fund
Department 903 Festivals
Unit 00 Administrative

Expense Object	FY 2024 Actual	FY 2025 Original	FY 2025 YTD Amend.	FY 2025 Current	FY 2025 YTD Jan. Actual	FY 2026 Proposed
Contributions & Other						
00*-5-568 Other Contributions	288,000	315,000	180,000	495,000	190,000	415,000
Total Contributions & Other	288,000	315,000	180,000	495,000	190,000	415,000
Total Festivals	288,000	315,000	180,000	495,000	190,000	415,000

**City of Charleston
Municipal Budget
FY 2026**

Fund 001 General Fund
Department 905 Capital Sports Center
Unit 00 Administrative

Expense Object		FY 2024 Actual	FY 2025 Original	FY 2025 YTD Amend.	FY 2025 Current	FY 2025 YTD Jan. Actual	FY 2026 Proposed
Contributions & Other							
001-5-567	Contributions to Other Govt	5,000,000	-		-	-	-
Total Contributions & Other		5,000,000	-	-	-	-	-
Total Capital Sports Center		5,000,000	-	-	-	-	-

**City of Charleston
Municipal Budget
FY 2026**

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

Expense Object	FY 2024 Actual	FY 2025 Original	FY 2025 YTD Amend.	FY 2025 Current	FY 2025 YTD Jan. Actual	FY 2026 Proposed
Contributions & Other						
000-5-568 Other Contributions	85,000	85,000		85,000	40,833	85,000
Total Contributions & Other	85,000	85,000	-	85,000	40,833	85,000
Total Arts & Humanities	85,000	85,000	-	85,000	40,833	85,000

**City of Charleston
Municipal Budget
FY 2026**

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 2024 Actual	FY 2025 Original	FY 2025 YTD Amend.	FY 2025 Current	FY 2025 YTD Jan. Actual	FY 2026 Proposed
Personal Services							
000-1-103	Salaries & Wages	57,463	85,000		85,000	37,500	87,361
000-1-104	FICA	4,227	6,503		6,503	2,794	6,683
000-1-105	Medical & Life Insurance	9,032	10,476		10,476	5,155	12,312
000-1-106	PERS	5,172	5,850		5,850	3,375	6,062
000-1-111	Dental & Optical Insurance	483	511		511	282	600
000-1-112	Employee Insurance Cont.	(2,217)	(1,627)		(1,627)	(910)	(1,836)
Total Personal Services		74,160	106,713	-	106,713	48,196	111,182
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	15,382	30,000		30,000	8,525	25,000
000-2-221	Training	-	250		250	-	250
000-2-222	Dues & Subscriptions	-	500		500	-	500
000-2-223	Professional Services	12,440	60,000		60,000	4,234	60,000
000-2-226	Insurance - WC & UC	1,089	960		960	312	1,061
Total Contractual Services		28,911	94,310	-	94,310	13,071	89,411
Commodities							
000-3-341	Materials & Supplies	10,040	7,000		7,000	5,826	12,000
Total Commodities		10,040	7,000	-	7,000	5,826	12,000
Total Arts & Humanities		113,111	208,023	-	208,023	67,093	212,593

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

FY 2025 Current		
Title	FLSA/Paygrade	FTE
Director of Public Art	E/119	1
Total		1

FY 2025 Current	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	65,000
Irregular Part Time (IPT)	20,000
Overtime	-
Tool Allowance	-
Total	85,000

FY 2026 Proposed	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	67,361
Irregular Part Time (IPT)	20,000
Overtime	-
Tool Allowance	-
Total	87,361

		FY 2026				FY 2027	FY 2028
		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 2026**

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

Expense Object		FY 2024 Actual	FY 2025 Original	FY 2025 YTD Amend.	FY 2025 Current	FY 2025 YTD Jan. Actual	FY 2026 Proposed
Contributions & Other							
000-5-566	Debt Service Subsidy	230,303	82,000	80,000	162,000	107,035	-
002-5-566	Operational Subsidy	503,244	900,000		900,000	729,881	555,000
003-5-566	Parking Building Subsidy	-	-	1,750,000	1,750,000	-	-
004-5-566	Equipment Purchase Subsidy	-	-	850,000	850,000	-	-
005-5-566	Municipal Auditorium Subsidy	-	-	1,000,000	1,000,000	-	-
Total Contributions & Other		733,547	982,000	3,680,000	4,662,000	836,916	555,000

Total Municipal Auditorium/Civic Center		733,547	982,000	3,680,000	4,662,000	836,916	555,000
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**City of Charleston
Municipal Budget
FY 2026**

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

Expense Object		FY 2024 Actual	FY 2025 Original	FY 2025 YTD Amend.	FY 2025 Current	FY 2025 YTD Jan. Actual	FY 2026 Proposed
Contributions & Other							
000-5-568	Other Contributions	100,000	100,000		100,000	29,167	100,000
Total Contributions & Other		100,000	100,000	-	100,000	29,167	100,000
Total Charleston Area Alliance		100,000	100,000	-	100,000	29,167	100,000

**City of Charleston
Municipal Budget
FY 2026**

Fund 001 General Fund
Department 916 Library
Unit 00 Administrative

Expense Object		FY 2024 Actual	FY 2025 Original	FY 2025 YTD Amend.	FY 2025 Current	FY 2025 YTD Jan. Actual	FY 2026 Proposed
Contributions & Other							
000-5-567	Contributions to Other Govt	972,892	986,535		986,535	568,657	990,159
Total Contributions & Other		972,892	986,535	-	986,535	568,657	990,159
Total Library		972,892	986,535	-	986,535	568,657	990,159

**City of Charleston
Municipal Budget
FY 2026**

Fund 001 General Fund
Department 919 Stadium
Unit 00 Administrative

Full Time Employees	0
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Expense Object		FY 2024 Actual	FY 2025 Original	FY 2025 YTD Amend.	FY 2025 Current	FY 2025 YTD Jan. Actual	FY 2026 Proposed
Contractual Services							
000-2-213	Utilities	195,585	179,700		179,700	61,976	200,000
000-2-215	Mtce & Repair - Bldg/Ground	7,899	40,000		40,000	12,445	40,000
000-2-230	Contracted Services	3,961	25,000		25,000	2,750	25,000
Total Contractual Services		207,471	244,700	-	244,700	77,171	265,000
Commodities							
000-3-341	Materials & Supplies	3,728	15,000		15,000	710	15,000
Total Commodities		3,728	15,000	-	15,000	710	15,000
Total Stadium		211,199	259,700	-	259,700	77,881	280,000

**City of Charleston
Municipal Budget
FY 2026**

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

Full Time Employees	9
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Expense Object		FY 2024	FY 2025	FY 2025 YTD	FY 2025	FY 2025 YTD	FY 2026
		Actual	Original	Amend.	Current	Jan. Actual	Proposed
Personal Services							
000-1-103	Salaries & Wages	350,221	407,141		407,141	210,718	415,370
000-1-104	FICA	26,600	31,146		31,146	15,501	31,776
000-1-105	Medical & Life Insurance	81,291	94,284		94,284	46,391	110,808
000-1-106	PERS	32,272	36,643		36,643	18,965	37,383
000-1-111	Dental & Optical Insurance	3,176	4,599		4,599	2,540	5,400
000-1-112	Employee Insurance Cont.	(9,805)	(14,643)		(14,643)	(7,772)	(16,524)
Total Personal Services		483,755	559,170	-	559,170	286,343	584,213
Contractual Services							
000-2-211	Telephone	4,656	6,000		6,000	2,923	6,000
000-2-213	Utilities	14,720	13,000		13,000	8,366	13,000
000-2-214	Travel	-	1,000		1,000	-	1,000
000-2-215	Mtce & Repair - Bldg/Ground	899	1,500		1,500	967	1,500
000-2-216	Mtce & Repair - Equipment	509	4,000		4,000	600	4,000
000-2-219	Building & Equipment Rent	(276)	3,000		3,000	851	3,000
000-2-221	Training	180	600		600	-	600
000-2-222	Dues & Subscriptions	468	700		700	150	700
000-2-223	Professional Services	-	2,000		2,000	-	2,000
000-2-226	Insurance - WC & UC	9,801	8,640		8,640	2,810	9,549
000-2-230	Contracted Services	271,826	433,000		433,000	209,727	433,000
Total Contractual Services		302,783	473,440	-	473,440	226,394	474,349
Commodities							
000-3-341	Materials & Supplies	39,107	45,000		45,000	25,569	45,000
000-3-345	Uniforms	1,928	2,250		2,250	1,940	2,250
000-3-347	Resale Merchandise	15,326	15,000		15,000	6,105	15,000
000-3-358	Commissions	16,104	18,000		18,000	7,657	18,000
Total Commodities		72,465	80,250	-	80,250	41,271	80,250
Contributions & Other							
000-5-566	Contributions to Other Funds	22,238	18,000		18,000	3,825	18,000
Total Contributions & Other		22,238	18,000	-	18,000	3,825	18,000
Total Spring Hill Cemetery		881,241	1,130,860	-	1,130,860	557,833	1,156,812

**City of Charleston
Municipal Budget
FY 2026**

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

Authorized Full Time Positions & Salary Schedule

FY 2025 Current		
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
Arborist	N-OT/113	1
Total		9

FY 2026 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
Arborist	N-OT/113	1
Total		9

FY 2025 Current	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	395,158
Irregular Part Time (IPT)	-
Overtime	11,983
Tool Allowance	-
Total	407,141

FY 2026 Proposed	
Pay Type	Amount
Elected Wages & Salaries	-
Regular Wages & Salaries	403,145
Irregular Part Time (IPT)	-
Overtime	12,225
Tool Allowance	-
Total	415,370

Projected Capital Equipment Acquisitions

		FY 2026				FY 2027	FY 2028
		Direct Purchase	Lease Purchase	New Lease Payment	Total Lease Payment ¹	Estimate	Estimate
122	Pickup, Dump Bed	60,000	-	-	-	-	-
212	Tractor	30,000	-	-	-	-	-
208	RTV	-	-	-	-	25,000	-
Total		90,000	-	-	2,897	25,000	-

¹Total Lease Payment includes all payments from outstanding lease purchase cycles that will be paid in FY 2026.

**City of Charleston
MUNICIPAL BUDGET
July 1, 2025 - June 30, 2026**

Section 6

Capital Projects Expenditures

**City of Charleston
Municipal Budget
FY 2026**

Fund 001 General Fund
Department 975 General Government
Unit 00 Capital Outlay

Expense Object		FY 2024 Actual	FY 2025 Original	FY 2025 YTD Amend.	FY 2025 Current	FY 2025 YTD Jan. Actual	FY 2026 Proposed
Direct Purchase Equipment							
420-4-459	Engineering - General	-	44,000	123,081	167,081	123,081	44,000
421-4-459	MOECD	-	44,000	40,340	84,340	40,340	-
430-4-459	Development Services	-	140,000	40,340	180,340	40,340	36,000
436-4-459	Building Commission	84,208	-		-	-	-
439-4-459	Information Systems	306,069	155,000	81,266	236,266	87,275	225,500
440-4-459	General Services	-	40,000	69,855	109,855	69,855	45,000
566-4-459	Public Works	-	44,000		44,000	-	-
567-4-459	Public Grounds	22,868	129,000	187,000	316,000	53,748	605,000
Total Direct Purchase Equipment		413,145	596,000	541,882	1,137,882	414,639	955,500
Lease Payments							
420-4-461	Engineering - General	5,811	2,906		2,906	2,906	-
440-4-461	General Services	10,368	2,219		2,219	2,219	-
567-4-461	Public Grounds	67,476	37,822		37,822	21,473	16,349
Total Lease Payments		83,655	42,947	-	42,947	26,598	16,349
Total General Government		496,800	638,947	541,882	1,180,829	441,237	971,849

**City of Charleston
Municipal Budget
FY 2026**

Fund 001 General Fund
Department 976 Public Safety
Unit 00 Capital Outlay

Expense Object		FY 2024 Actual	FY 2025 Original	FY 2025 YTD Amend.	FY 2025 Current	FY 2025 YTD Jan. Actual	FY 2026 Proposed
Direct Purchase Equipment							
700-4-459	Police - Uniformed	1,311,558	1,070,000	238,972	1,308,972	806,864	972,909
706-4-459	Fire - Uniformed	1,054,658	814,250	4,830,363	5,644,613	2,708,227	1,515,550
712-4-459	Traffic Engineering	10,970	11,500	220,340	231,840	40,340	12,000
716-4-459	Emergency Services	-	-	48,376	48,376	-	15,000
Total Direct Purchase Equipment		2,377,186	1,895,750	5,338,051	7,233,801	3,555,431	2,515,459
Lease Payments							
700-4-461	Police - Uniformed	100,110	218,107		218,107	72,713	204,603
706-4-461	Fire - Uniformed	194,970	82,946		82,946	70,529	12,417
712-4-461	Traffic Engineering	3,325	-		-	-	-
716-4-461	Emergency Services	5,811	2,906		2,906	2,906	-
Total Lease Payments		304,216	303,959	-	303,959	146,148	217,020
Total Public Safety		2,681,402	2,199,709	5,338,051	7,537,760	3,701,579	2,732,479

**City of Charleston
Municipal Budget
FY 2026**

Fund 001 General Fund
Department 977 Streets & Transportation
Unit 00 Capital Outlay

Expense Object		FY 2024 Actual	FY 2025 Original	FY 2025 YTD Amend.	FY 2025 Current	FY 2025 YTD Jan. Actual	FY 2026 Proposed
Direct Purchase Equipment							
750-4-459	Street Department	739,517	844,000	843,132	1,687,132	289,498	1,759,000
754-4-459	Equipment Maintenance	-	78,500	65,000	143,500	5,000	11,000
Total Direct Purchase Equipment		739,517	922,500	908,132	1,830,632	294,498	1,770,000
Lease Payments							
750-4-461	Street Department	310,886	157,515		157,515	114,470	43,045
754-4-461	Equipment Maintenance	21,856	5,178		5,178	5,177	-
Total Lease Payments		332,742	162,693	-	162,693	119,647	43,045
Total Streets & Transportation		1,072,259	1,085,193	908,132	1,993,325	414,145	1,813,045

**City of Charleston
Municipal Budget
FY 2026**

Fund 001 General Fund
Department 978 Health & Sanitation
Unit 00 Capital Outlay

Expense Object	FY 2024 Actual	FY 2025 Original	FY 2025 YTD Amend.	FY 2025 Current	FY 2025 YTD Jan. Actual	FY 2026 Proposed
Direct Purchase Equipment						
800-4-459 Refuse & Recycling	1,383,977	678,000	735,725	1,413,725	367,357	660,000
Total Direct Purchase Equipment	1,383,977	678,000	735,725	1,413,725	367,357	660,000
Lease Payments						
800-4-461 Refuse & Recycling	108,057	61,084		61,084	46,391	14,396
Total Lease Payments	108,057	61,084	-	61,084	46,391	14,396
Total Health & Sanitation	1,492,034	739,084	735,725	1,474,809	413,748	674,396

**City of Charleston
Municipal Budget
FY 2026**

Fund 001 General Fund
Department 979 Culture & Recreation
Unit 00 Capital Outlay

Expense Object	FY 2024 Actual	FY 2025 Original	FY 2025 YTD Amend.	FY 2025 Current	FY 2025 YTD Jan. Actual	FY 2026 Proposed
Direct Purchase Equipment						
900-4-459 Parks & Recreation	91,071	328,000	145,136	473,136	-	291,000
Total Direct Purchase Equipment	91,071	328,000	145,136	473,136	-	291,000
Lease Payments						
900-4-461 Parks & Recreation	13,172	5,283		5,283	5,283	-
Total Lease Payments	13,172	5,283	-	5,283	5,283	-
Total Culture & Recreation	104,243	333,283	145,136	478,419	5,283	291,000

**City of Charleston
Municipal Budget
FY 2026**

Fund 001 General Fund
Department 980 Social Services
Unit 00 Capital Outlay

Expense Object	FY 2024 Actual	FY 2025 Original	FY 2025 YTD Amend.	FY 2025 Current	FY 2025 YTD Jan. Actual	FY 2026 Proposed
Direct Purchase Equipment						
952-4-459 Spring Hill Cemetery	59,144	120,000		120,000	-	90,000
Total Direct Purchase Equipment	59,144	120,000	-	120,000	-	90,000
Lease Payments						
952-4-461 Spring Hill Cemetery	32,128	15,726		15,726	12,829	2,897
Total Lease Payments	32,128	15,726	-	15,726	12,829	2,897
Total Social Services	91,272	135,726	-	135,726	12,829	92,897

**City of Charleston
Municipal Budget
FY 2026**

Fund 001 General Fund
Department 9** Capital Outlay
Unit 00 Capital Outlay

Expense Object		FY 2024 Actual	FY 2025 Original	FY 2025 YTD Amend.	FY 2025 Current	FY 2025 YTD Jan. Actual	FY 2026 Proposed
***-4-458	Major Improvement	-	-	-	-	-	-
***-4-459	Direct Purchase Equipment	5,064,040	4,540,250	7,668,926	12,209,176	4,631,925	6,281,959
***-4-461	Lease Payments	873,970	591,692	-	591,692	356,896	293,707
Total Capital Outlay		5,938,010	5,131,942	7,668,926	12,800,868	4,988,821	6,575,666

City of Charleston
MUNICIPAL BUDGET
July 1, 2025 - June 30, 2026

Section 7

Levy Rates

MUNICIPALITY OF CHARLESTON, WEST VIRGINIA
LEVY PAGE
REGULAR CURRENT EXPENSE LEVY
2025 - 2026

Current Year	Column E	
	Certificate of Valuation	Levy
	Assessed Value for Tax Purposes	Rate/\$100
		Taxes Levied
Class I		
Personal Property	\$ 0	12.43
Public Utility	0	0
Total Class I	<u>\$ 0</u>	<u>0</u>
Class II		
Real Estate	\$ 1,508,516,700	24.86
Personal Property	196,044	487
Total Class II	<u>\$ 1,508,712,744</u>	<u>3,750,660</u>
Class IV		
Real Estate	\$ 1,105,185,710	49.72
Personal Property	542,716,114	2,698,385
Public Utility	325,808,881	1,619,922
Total Class IV	<u>\$ 1,973,710,705</u>	<u>9,813,290</u>
Total Value & Projected Revenue	<u><u>\$ 3,482,423,449</u></u>	<u><u>\$ 13,563,950</u></u>
Less Delinquencies, Exonerations & Uncollectable Taxes	6.00%	813,837
Less Tax Discounts (use Total Proj. Rev. Less Delinquencies to calculate)	1.50%	191,252
Less Allowance for Tax Increment Financing if Applicable - see worksheet (Subtracted from regular current expense taxes levied only)		0
Total Projected Property Tax Collection		<u>12,558,861</u>
Less Assessor Valuation Fund (Subtracted from regular current expense taxes levied only)	2.00%	251,177
Net Amount to be Raised by Levy of Property Taxes For Budget Purposes (Amount carries to #301-01 on GF REV tab)	 \$	<u><u>12,307,684</u></u>

MUNICIPALITY OF CHARLESTON, WEST VIRGINIA
ALLOWANCE FOR TAX INCREMENT FINANCING
REGULAR CURRENT EXPENSE LEVY
2025 - 2026

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

2025 - 2026

	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	\$ 1,508,516,700	10.06	\$ 1,517,568
Personal Property	196,044		197
Total Class II	\$ 1,508,712,744		\$ 1,517,765
Class IV			
Real Estate	\$ 1,105,185,710	20.12	\$ 2,223,634
Personal Property	542,716,114		1,091,945
Public Utility	325,808,881		655,527
Total Class IV	\$ 1,973,710,705		\$ 3,971,106
Total Value & Projected Revenue	\$ 3,482,423,449		5,488,871
Less Delinquencies, Exonerations & Uncollectable Taxes		6.00%	329,332
Less Tax Discounts		1.50%	77,393
Net Amount to be Raised by Levy For Budget Purposes:			5,082,146
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:			
			\$ 5,082,146

**City of Charleston
MUNICIPAL BUDGET
July 1, 2025 - June 30, 2026**

Appendix A

Health Plan Premium Summary

**City of Charleston
Municipal Budget
Health Plan Premium Summary
Fiscal Year 2026**

Projected Active Employee Premium*		
PEIA Plan A		
Monthly Premium¹	Standard	Non-Tobacco
Employee Only	172.00	147.00
Employee + Children	310.00	260.00
Family	366.00	316.00
PEIA Plan C		
Monthly Premium¹	Standard	Non-Tobacco
Employee Only	109.00	84.00
Employee + Children	167.00	117.00
Family	226.00	176.00

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	390.74	357.07
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	336.20	292.35
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	5.21	7.02
Family	11.64	16.73

* Active Employee premiums will be based on 20% of the corresponding PEIA plan and tier when active non-state agency premiums are published. This table reflects a projection of what those rates may be.

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.