CITY COUNCIL REGULAR MEETING

~ AGENDA ~

REGULAR MEETING

www.ransonwv.gov

October 21, 2025 | 7:00 P.M. | Council Chamber

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

PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE

I. CALL TO ORDER

II. APPROVAL OF MINUTES

1. Minutes - October 7, 2025
   City Council Regular Meeting 10072025.pdf

III. CITIZEN'S PRESENTATIONS/PETITIONS

1. Jefferson County Historic Landmarks Commission (JCHLC) updates and discussion

IV. CITY MANAGER/STAFF REPORTS

1. Chief Of Police Status Report
   Monthly Stat Report (September 2025).pdf
2. Community Development Status Report - September
   September 2025 CDD Report.pdf
   September Permits Issued Report.pdf
3. Public Works Status Report - September
   Public Works- September.pdf
4. Finance Department Status Report - September
   September 2025 AP Council Report.pdf
   September 2025 General Fund Budget Report.pdf
   September 2025 Capital Fund Budget Report.pdf
   Cash Balance 9-30-2025.pdf
5. Parks and Recreation Status Report - September
   September Directors Report.docx

6. City Manager Report

V. COMMUNICATIONS FROM THE MAYOR

VI. COUNCIL/COMMITTEE ANNOUNCEMENTS

VII. COUNCIL BUSINESS

1. Acknowledgment and Acceptance of Council Member Resignation, At Large Seat, Term Ending June 2026
   Mr. Custer .pdf

2. Consideration of Procedure to Fill City Council At-Large Vacancy, Term Ending June 2026
   Council Vacancy Announcement 2025.docx
   Applications for Board, Commission, and Committee.docx

3. Approval of Award Recommendation - Ranson Audit Engagement Contract (25-224) for FY2025/FY2026
   Audit Committee Meeting Minutes Report Draft 10-20-2025.docx
   Resolution Authorizing Audit Contract 25-19.docx
   25-224 Contract due 11-20-25.pdf

4. Consideration for Establishing a Nonvoting Advisory Position on the Ranson Planning Commission and Conditional Appointment

VIII. ADJOURNMENT

IX. INFORMATION ONLY

AGENDA ITEM II.1

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: PRESENTATION

AGENDA SECTION: **APPROVAL OF MINUTES**

SUBJECT: Minutes - October 7, 2025

ATTACHMENTS:

City Council Regular Meeting 10072025.pdf

CITY COUNCIL REGULAR MEETING

~ AGENDA ~

October 7, 2025

I. CALL TO ORDER

Kenneth Suits, Mayor	**Present**
Andy Colandrea	**Present**
Herbie McDaniel	**Absent**
Tommy Custer	**Present**
Jaelyn Wratchford	**Present**
Jaden Bound	**Present**
Stephanie Fagan	**Present**

II. APPROVAL OF MINUTES

1. Minutes - September 16, 2025

Kenneth Suits, Mayor	**Abstain**
Andy Colandrea	**Yes**
Herbie McDaniel	**Absent**
Tommy Custer	**Yes**
Jaelyn Wratchford	**Yes**
Jaden Bound	**Yes**
Stephanie Fagan	**Yes**

2. Amended Minutes for the September 2, 2025 Meeting

Kenneth Suits, Mayor	**Abstain**
Andy Colandrea	**Yes**
Herbie McDaniel	**Absent**
Tommy Custer	**Yes**
Jaelyn Wratchford	**Yes**
Jaden Bound	**Yes**
Stephanie Fagan	**Yes**

III. CITIZEN'S PRESENTATIONS/PETITIONS

Citizen Amanda Stroud addressed the Mayor and Council regarding the potential rehabilitation of the Robinson Cold Storage property on Beltline. She urged the council to consider rehabilitation rather than demolition. Stroud cited examples of successful rehabilitation projects in nearby towns, including one in Winchester where a former apple producing and storage, known as Z Pack, is being transformed into 121 apartments. She noted that similar projects exist within a 40-mile radius, making it easy to find relevant research and data. Stroud emphasized that such a project could not only provide affordable housing but also create local jobs. She concluded by asking the council to seriously consider her proposal.

Citizen Ruth Hatcher addressed the Mayor and Council regarding Council Member Custer's agenda item proposing a limit of only two yields during public comment. Mrs. Hatcher urged the Mayor and Council not to restrict public participation. She emphasized that the information shared during public comments is often well-researched and provided at no cost to the city—many of the organizations presenting have independently funded their research to deliver factual information. Mrs. Hatcher reminded the Council and Mayor that they are elected officials and should be willing to listen to the voices of the citizens who helped elect them.

Dr. Christine Wimer, with the Jefferson County Foundation, commented on Council Member Custer's agenda item titled "Amending and Reenacting Chapter 2 – Administration, Article II. Council Meetings of the Ranson City Code." Wimer stated that public comment is an important opportunity for the community to voice their concerns, share opinions, and present accurate information. She expressed concern that removing the ability to yield time would make the process confusing, as speakers would be forced to change every three minutes. Dr. Wimer questioned the necessity of the change, asking what goal it serves, and emphasized that it does not benefit the public.

IV. CITY MANAGER/STAFF REPORTS

1. Police Chief Status Report

   Chief Miller gave the council a monthly Police Department status report for the month of September. Also, informed the council there was an operation with the Jefferson County Sherriff department on September 18, 2025 conducted on the Rt9 bypass several citations, warnings and arrest were made. The hiring process for the police department continues, the next testing date is October 25, 2025. Chief informed the council he has already planned for coverage on Halloween October 31, 2025

2. City Manager Report

   City manager Todd Wilt discussed the local government auditors training this year it will be held in Bridgeport. He informed the council this is not mandatory, and one staff member will be attending. City manager said the career fair was a great success with over 200 attendees. Mr. Wilt reported some staffing changes, Emilee Burlett has turned in her resignation and has accepted employment elsewhere and her last day will be October 17, 2025. Also, the community development Specialist is being advertised at this time to fill that position it was budgeted for in this budget.

V. COMMUNICATIONS FROM THE MAYOR

Mayor Suits shared some insights from a meeting about connecting bike paths along Route 9. Also, discussed ongoing studies regarding the speed reduction and intersection improvements for Route 9 and Oaklee Drive as well as Old Leetown Pike connecting to Mildred Street.

VI. COUNCIL COMMITTEE ANNOUNCEMENT

Council Member Custer requested that the mayor schedule a follow-up Crisis Response Committee meeting. Mayor Suits responded that he would check the committee's availability and send out a proposed date and time.

Council Member Fagen expressed concern about the way information was being redacted and recommended using a different program to handle redactions more effectively.

VII. COUNCIL BUSINESS

1. Consideration - Appointment(s) to Ranson Building Commission – Term(s) Ending June 30, 2027 & 2028

Council member Bound Motion to appoint Cara Wildrick to the Building Commission for the June 2028 term. Council Colandrea amended the motion for Mrs. Wildrick to be appointed to the Building Commission for June 2027 term.

Cara Wildrick

Kenneth Suits, Mayor	**Abstain**
Andy Colandrea	**Motion**
Herbie McDaniel	**Absent**
Tommy Custer	**Yes**
Jaelyn Wratchford	**Second**
Jaden Bound	**Yes**
Stephanie Fagan	**Abstain**

Council Colandrea motion for Amanda Stroud to be appointed to the Ranson Building Commission with a term ending June 2028.

Amanda Stroud

Kenneth Suits, Mayor	**Abstain**
Andy Colandrea	**Yes**
Herbie McDaniel	**Absent**
Tommy Custer	**Second**
Jaelyn Wratchford	**Yes**
Jaden Bound	**Yes**

Stephanie Fagan	**Motion**

2. Correspondence from Jefferson County Commission ref: Property Acquisition

Jefferson County Emergency Services has reached out to the City of Ranson and has interest in parcel ID 19-08-0008-0008-0000 a 0.49-acre lot located adjacent to the current Jefferson County Emergency Services (JCESA). Council discussed the request and would like the council and Building commission to have the opportunity to tour the building.

3. Ordinance 2025-000 - First Reading of an Ordinance Amending and Reenacting Chapter 2 - Administration, Article II. Council Meetings of the Ranson City Code

Councilmember Custer requested that deferrals be limited to two (2). He emphasized his interest in hearing from the public and listening to what everyone has to say. However, he noted that longer presentations should be shared with him in advance, preferably through email or phone calls so he has sufficient time to review the information and make an informed decision. While he values the content, he expressed concern that there is not enough time during the meeting to fully process it.

Councilmember Fagan responded that she encourages community members to take the time to attend and speak at council meetings. She acknowledged that some individuals request deferrals for various reasons but emphasized that the important thing is to hear from the community. She noted that during her campaign, she was very vocal about the importance of public involvement and strongly advocated for community participation in council meetings.

This action failed due to lack of votes

Kenneth Suits, Mayor	**Abstain**
Andy Colandrea	**NO**
Herbie McDaniel	**Absent**
Tommy Custer	**Motion**
Jaelyn Wratchford	**NO**
Jaden Bound	**NO**
Stephanie Fagan	**NO**

4. Consideration of Sale of City-Owned Vehicle at Public Auction

City manager informed the council Public Works has replaced a vehicle and recommends the 2006 Chevrolet Silverado 1500 Standard Cab, 4x4 with the mileage of 129,755 and equipped with snowplow disposed through a public auction.

Kenneth Suits, Mayor	**Abstain**
Andy Colandrea	**Second**
Herbie McDaniel	**Absent**
Tommy Custer	**Yes**
Jaelyn Wratchford	**Yes**
Jaden Bound	**Yes**
Stephanie Fagan	**Motion**

VIII. ADJOURNMENT

The meeting was adjourned at 8:06 PM. The motion to adjourn was made by Councilmember Jaden Bound and seconded by Councilmember Stephanie Fagan the next Council meeting is scheduled for October 21, 2025, at 7:00 PM at the Ranson City Council Chambers, located at 312 S. Mildred Street, Ranson, WV 25438.

_____
Kenneth Suits, Mayor

_____
Darla Armstrong, City Clerk

2

AGENDA ITEM III.1

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: PRESENTATION

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

SUBJECT: Jefferson County Historic Landmarks Commission (JCHLC) updates and discussion

The JCHLC received $1,500 to go toward the purchase of a small parcel of land abutting Duffields Depot, a historic property owned by the JCHLC, in order to create a small parking area to open the historic site to the public.

ATTACHMENTS:

AGENDA ITEM IV.1

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: PRESENTATION

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

SUBJECT: Chief Of Police Status Report

Should there be any questions or concerns regarding the information provided, please contact Ranson Police Chief Miller, for clarification or further assistance.

ATTACHMENTS:

Monthly Stat Report (September 2025).pdf

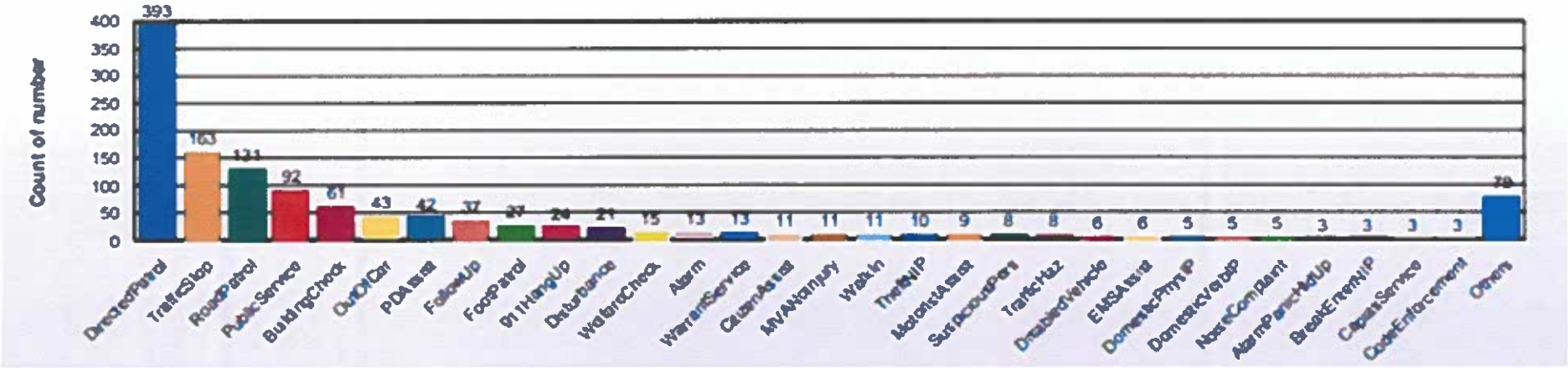
Ranson Police Department

From 09/01/2025 to 09/30/2025

Total Number of Calls for Service : 1,261

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

Count of Natures



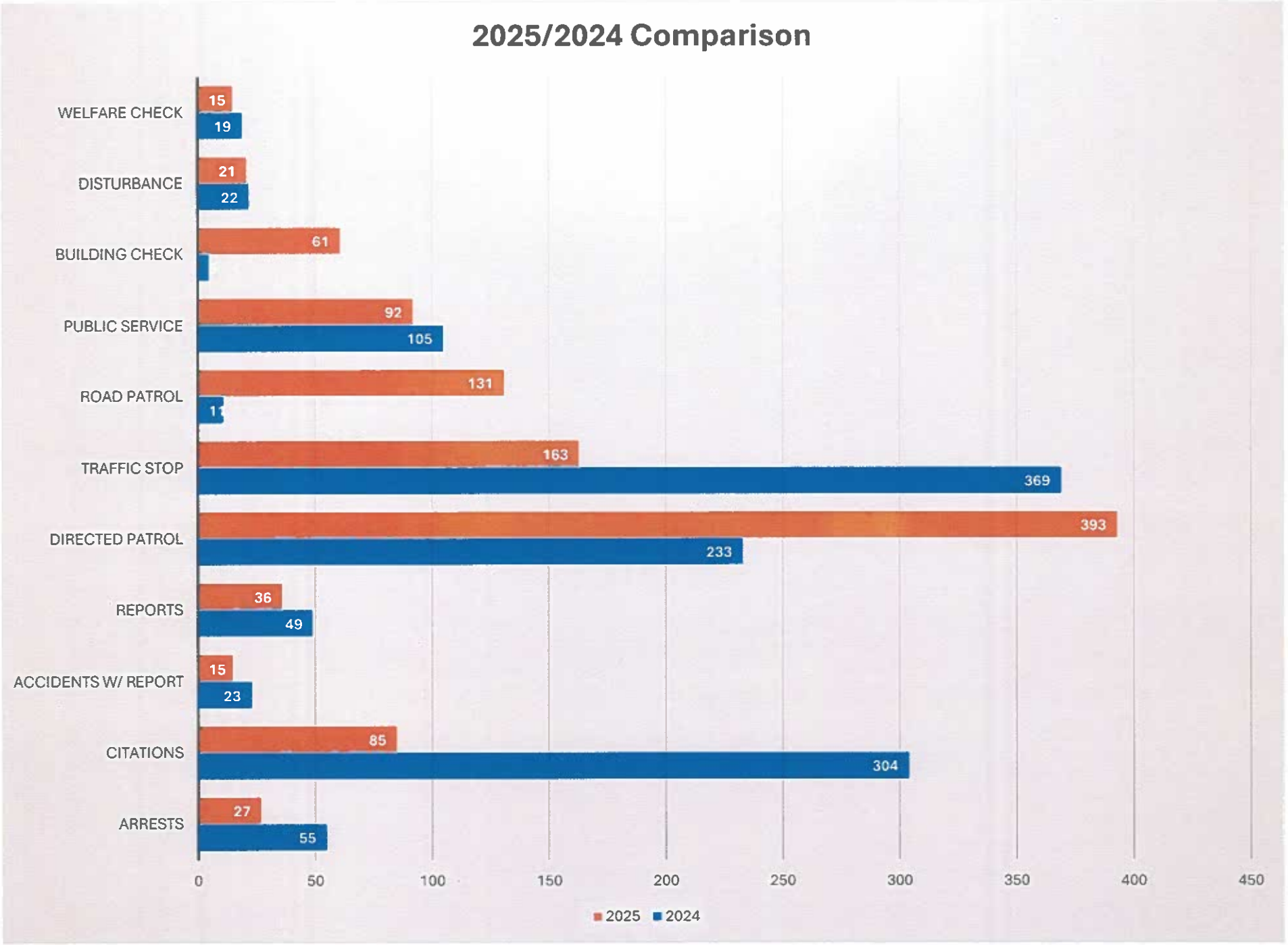
Lobby Walk Ins:	**66**
Total Calls for Service:	**1326**
Arrests:	**27**
Citations:	**60**
Accidents w/ Report:	**15**

Completed Assignments:

- Rt.9 Bypass Speed Enforcement Detail
- Police Candidate Testing
- 911 Ceremony
- Southern States Appreciation Day

Upcoming Events:

- October 3rd Voices against D.V. Event
- October 7th Eastern Panhandle Career Fair
- October 24th Monster Bash
- October 25th Police Candidate Testing
- October 31st Halloween


2025/2024 Comparison
WELFARE CHECK
15
19
DISTURBANCE
21
22
BUILDING CHECK
61
PUBLIC SERVICE
92
105
ROAD PATROL
131
11
TRAFFIC STOP
163
369
DIRECTED PATROL
393
233
REPORTS
36
49
ACCIDENTS W/ REPORT
15
23
CITATIONS
85
304
ARRESTS
27
55
0
50
100
150
200
250
300
350
400
450
2025
2024

AGENDA ITEM IV.2

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: PRESENTATION

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

SUBJECT: Community Development Status Report - September

- Community Development Report - September
- Community Development Permits - September

Should there be any questions or concerns regarding the information provided, please contact the City Manager or Community Developer Director for clarification or further assistance.

ATTACHMENTS:

September 2025 CDD Report.pdf
September Permits Issued Report.pdf

City of Ranson

Community Development Department

312 South Mildred Street
Ranson, West Virginia 25438-1621
Phone (304) 724-5452
Email: permits@ransonwv.us

TO: Ranson City Council

FROM: Reiley Stanley, Community Development Director

RE: Community Development Department Report – September 2025

Permitting:

- Staff received 132 permit applications:
  - 99 – regular permit applications (decks, fences, etc.)
  - 24– townhome permit applications
  - 6– single family permit applications
  - 2 – rental registration
  - 1 – site development (commercial parking lot re-paving)

- Staff issued 150 permits totaling $13,403,884.58 in valuation.
  - 54 were for new homes totaling $12,027,300 in valuation.
  - Permit fees collected totaled $509,609.32.
  - U&O fees collected totaled $3,950.
  - City Service fees collected totaled $54,000.

Code Enforcement:

- Staff started 4 new code cases (property maintenance, work without a permit)

Inspections:

- Staff performed 1262 permit inspections. This is 1 less than last month.
  - Patrick Coulter performed 487 inspections.
  - Matt Anderson & Jeff Small (contracted) performed 241 inspections
  - Gary Englebert (contracted) performed 421 inspections
  - Reiley Stanley performed 112 site, sidewalk, final, and zoning inspections.
  - Kim Hawkins performed 1 rental registration self-interior verification.
- Department Staff also performed 6 code enforcement inspections.

Planning & Zoning:

  - There was no Planning Commission meeting held in September.
  - There are currently 34 planning projects in the system.

Permits Issued By Permit Type

Between 9/1/2025 & 9/30/2025

Permit Type	Permit Number	Address	Contract Value	Permit Fee	U & O Fee	City Service Fee
Deck (R)	25-945	62 DEEP CREEK RD RANSON, WV 25438	$13,700.00	$137.00	$0.00	$0.00
	25-975	480 THUMPER DR RANSON, WV 25438	$1,750.00	$25.00	$0.00	$0.00
	25-1015	426 THUMPER DR RANSON, WV 25438	$3,700.00	$37.00	$0.00	$0.00
	25-1074	377 MOUNTAIN LAUREL BLVD	$13,665.00	$136.65	$0.00	$0.00
	25-1079	402 MOUNTAIN LAUREL BLVD	$20,000.00	$250.00	$0.00	$0.00
	25-1090	397 ECLIPSE ST CHARLES TOWN, WV 25414	$6,000.00	$60.00	$0.00	$0.00
	25-1091	401 ECLIPSE ST CHARLES TOWN, WV 25414	$6,000.00	$60.00	$0.00	$0.00
	25-1092	405 ECLIPSE ST CHARLES TOWN, WV 25414	$6,000.00	$60.00	$0.00	$0.00
	25-1093	409 ECLIPSE ST CHARLES TOWN, WV 25414	$6,000.00	$60.00	$0.00	$0.00
	25-1094	413 ECLIPSE ST CHARLES TOWN, WV 25414	$6,000.00	$60.00	$0.00	$0.00
	25-1095	417 ECLIPSE ST CHARLES TOWN, WV 25414	$6,000.00	$60.00	$0.00	$0.00
	25-1097	367 ECLIPSE ST CHARLES TOWN, WV 25414	$6,000.00	$110.00	$0.00	$0.00
	25-1098	371 ECLIPSE ST CHARLES TOWN, WV 25414	$6,000.00	$110.00	$0.00	$0.00
	25-1099	375 ECLIPSE ST CHARLES TOWN, WV 25414	$6,000.00	$110.00	$0.00	$0.00
	25-1100	379 ECLIPSE ST CHARLES TOWN, WV 25414	$6,000.00	$110.00	$0.00	$0.00
	25-1101	383 ECLIPSE ST CHARLES TOWN, WV 25414	$6,000.00	$110.00	$0.00	$0.00
	25-1102	387 ECLIPSE ST CHARLES TOWN, WV 25414	$6,000.00	$110.00	$0.00	$0.00
	25-1103	391 ECLIPSE ST CHARLES TOWN, WV 25414	$6,000.00	$110.00	$0.00	$0.00
	25-1113	1334 RED CLOVER LN RANSON, WV 25438	$4,500.00	$45.00	$0.00	$0.00
	25-1114	1332 RED CLOVER LN RANSON, WV 25438	$4,000.00	$40.00	$0.00	$0.00
	25-1115	1330 RED CLOVER LN RANSON, WV 25438	$4,500.00	$45.00	$0.00	$0.00
	25-1116	1328 RED CLOVER LN RANSON, WV 25438	$4,500.00	$45.00	$0.00	$0.00
	25-1117	1326 RED CLOVER LN RANSON, WV 25438	$4,000.00	$40.00	$0.00	$0.00
	25-1118	1324 RED CLOVER LN RANSON, WV 25438	$4,500.00	$45.00	$0.00	$0.00
	25-1119	1322 RED CLOVER LN RANSON, WV 25438	$4,000.00	$40.00	$0.00	$0.00
	25-1120	1320 RED CLOVER LN RANSON, WV 25438	$4,500.00	$45.00	$0.00	$0.00
	25-1121	415 18TH AVE RANSON, WV 25438	$4,500.00	$45.00	$0.00	$0.00
	25-1122	413 18TH AVE RANSON, WV 25438	$4,500.00	$45.00	$0.00	$0.00
	25-1123	411 18TH AVE RANSON, WV 25438	$4,500.00	$45.00	$0.00	$0.00
	25-1124	409 18TH AVE RANSON, WV 25438	$4,500.00	$45.00	$0.00	$0.00
	25-1125	407 18TH AVE RANSON, WV 25438	$4,500.00	$45.00	$0.00	$0.00
	25-1126	405 18TH AVE RANSON, WV 25438	$4,500.00	$45.00	$0.00	$0.00

	25-1127	403 18TH AVE RANSON, WV 25438	$4,500.00	$45.00	$0.00	$0.00
	25-1128	401 18TH AVE RANSON, WV 25438	$4,500.00	$45.00	$0.00	$0.00
	25-1129	310 WATERCOURSE DR RANSON, WV 25438	$4,500.00	$45.00	$0.00	$0.00
	25-1130	306 WATERCOURSE DR RANSON, WV 25438	$4,000.00	$40.00	$0.00	$0.00
	25-1131	302 WATERCOURSE DR RANSON, WV 25438	$4,500.00	$45.00	$0.00	$0.00
	25-1132	298 WATERCOURSE DR RANSON, WV 25438	$4,000.00	$40.00	$0.00	$0.00
	25-1133	294 WATERCOURSE DR RANSON, WV 25438	$4,500.00	$45.00	$0.00	$0.00
	25-1136	239 MONROE AVE RANSON, WV 25438	$8,100.00	$81.00	$0.00	$0.00
	25-1138	1332 STALLION ST RANSON, WV 25438	$31,915.00	$319.15	$0.00	$0.00
	25-1140	316 ANTHEM ST RANSON, WV 25438	$4,500.00	$45.00	$0.00	$0.00
	25-1141	320 ANTHEM ST RANSON, WV 25438	$3,500.00	$35.00	$0.00	$0.00
	25-1142	324 ANTHEM ST RANSON, WV 25438	$4,000.00	$40.00	$0.00	$0.00
	25-1143	328 ANTHEM ST RANSON, WV 25438	$3,500.00	$35.00	$0.00	$0.00
	25-1144	332 ANTHEM ST RANSON, WV 25438	$3,500.00	$35.00	$0.00	$0.00
	25-1145	336 ANTHEM ST RANSON, WV 25438	$4,000.00	$40.00	$0.00	$0.00
	25-1146	340 ANTHEM ST RANSON, WV 25438	$3,500.00	$35.00	$0.00	$0.00
	25-1147	344 ANTHEM ST RANSON, WV 25438	$4,500.00	$45.00	$0.00	$0.00
	25-1153	400 18TH AVE RANSON, WV 25438	$4,500.00	$45.00	$0.00	$0.00
	25-1154	402 18TH AVE RANSON, WV 25438	$4,500.00	$45.00	$0.00	$0.00
	25-1155	414 18TH AVE RANSON, WV 25438	$4,500.00	$45.00	$0.00	$0.00
	25-1156	404 18TH AVE RANSON, WV 25438	$4,500.00	$45.00	$0.00	$0.00
	25-1157	406 18TH AVE RANSON, WV 25438	$4,500.00	$45.00	$0.00	$0.00
	25-1158	408 18TH AVE RANSON, WV 25438	$4,500.00	$45.00	$0.00	$0.00
	25-1159	410 18TH AVE RANSON, WV 25438	$4,500.00	$45.00	$0.00	$0.00
	25-1160	412 18TH AVE RANSON, WV 25438	$4,500.00	$45.00	$0.00	$0.00
	25-1166	35 SHORT BRANCH DR RANSON, WV 25438	$4,500.00	$45.00	$0.00	$0.00
	25-1167	31 SHORT BRANCH DR RANSON, WV 25438	$4,000.00	$40.00	$0.00	$0.00
	25-1168	27 SHORT BRANCH DR RANSON, WV 25438	$4,500.00	$45.00	$0.00	$0.00
	25-1169	23 SHORT BRANCH DR RANSON, WV 25438	$4,000.00	$40.00	$0.00	$0.00
	25-1170	19 SHORT BRANCH DR RANSON, WV 25438	$4,500.00	$45.00	$0.00	$0.00
	25-1171	15 SHORT BRANCH DR RANSON, WV 25438	$4,000.00	$40.00	$0.00	$0.00
	25-1172	11 SHORT BRANCH DR RANSON, WV 25438	$4,500.00	$45.00	$0.00	$0.00
	25-1173	7 SHORT BRANCH DR RANSON, WV 25438	$4,500.00	$45.00	$0.00	$0.00
	25-1177	43 ROLLING BRANCH DR RANSON, WV 25438	$4,500.00	$45.00	$0.00	$0.00
	25-1178	39 ROLLING BRANCH DR RANSON, WV 25438	$4,000.00	$40.00	$0.00	$0.00
	25-1179	35 ROLLING BRANCH DR RANSON, WV 25438	$4,500.00	$45.00	$0.00	$0.00

	25-1180	27 ROLLING BRANCH DR RANSON, WV 25438	$4,500.00	$45.00	$0.00	$0.00
	25-1182	31 ROLLING BRANCH DR RANSON, WV 25438	$4,000.00	$40.00	$0.00	$0.00
	Total Permit Type: 70		**$385,830.00**	**$4,265.80**	**$0.00**	**$0.00**
Demolition (R)	25-1174	406 E 11TH AVE RANSON, WV 25438	$11,500.00	$100.00	$0.00	$0.00
	Total Permit Type: 1		**$11,500.00**	**$100.00**	**$0.00**	**$0.00**
Driveway (R)	25-1135	216 E 14TH AVE RANSON, WV 25438	$7,500.00	$75.00	$0.00	$0.00
	Total Permit Type: 1		**$7,500.00**	**$75.00**	**$0.00**	**$0.00**
Electrical Only (R)	25-1061	212 E 14TH AVE RANSON, WV 25438	$67,522.00	$675.22	$0.00	$0.00
	Total Permit Type: 1		**$67,522.00**	**$675.22**	**$0.00**	**$0.00**
New Single Family (R)	25-721	106 THORNTON AVE RANSON, WV 25438	$220,500.00	$2,756.80	$100.00	$1,000.00
	25-722	103 THORNTON AVE RANSON, WV 25438	$327,900.00	$3,047.50	$100.00	$1,000.00
	25-723	114 THORNTON AVE RANSON, WV 25438	$241,100.00	$2,892.90	$100.00	$1,000.00
	25-724	122 THORNTON AVE RANSON, WV 25438	$241,100.00	$2,892.90	$100.00	$1,000.00
	25-725	319 GERRY ST RANSON, WV 25438	$327,900.00	$2,997.50	$100.00	$1,000.00
	25-726	333 GERRY ST RANSON, WV 25438	$327,900.00	$2,997.50	$100.00	$1,000.00
	25-727	341 GERRY ST RANSON, WV 25438	$327,900.00	$2,997.50	$100.00	$1,000.00
	25-1010	239 MONROE AVE RANSON, WV 25438	$374,000.00	$10,669.00	$100.00	$1,000.00
	25-1036	237 ECLIPSE ST CHARLES TOWN, WV 25414	$235,000.00	$10,659.50	$100.00	$1,000.00
	25-1037	380 ECLIPSE ST CHARLES TOWN, WV 25414	$235,000.00	$10,454.60	$100.00	$1,000.00
	25-1038	224 ECLIPSE ST CHARLES TOWN, WV 25414	$235,000.00	$10,826.90	$100.00	$1,000.00
	25-1039	223 ECLIPSE ST CHARLES TOWN, WV 25414	$235,000.00	$10,826.90	$100.00	$1,000.00
	25-1040	394 ECLIPSE ST CHARLES TOWN, WV 25414	$235,000.00	$10,826.90	$100.00	$1,000.00
	25-1046	422 SILVER BIRCH DR RANSON, WV 25438	$300,000.00	$10,752.00	$100.00	$1,000.00
	25-1047	28 FOREST GROVE AVE RANSON, WV 25438	$300,000.00	$10,578.40	$100.00	$1,000.00
	25-1048	408 SILVER BIRCH DR RANSON, WV 25438	$300,000.00	$10,574.40	$100.00	$1,000.00
	25-1050	35 FOREST GROVE AVE RANSON, WV 25438	$300,000.00	$11,086.70	$100.00	$1,000.00
	25-1060	86 SUMTER AVE RANSON, WV 25438	$345,000.00	$10,349.50	$100.00	$1,000.00
	25-1062	12 FOREST GROVE AVE RANSON, WV 25438	$300,000.00	$10,760.70	$100.00	$1,000.00
	25-1063	19 FOREST GROVE AVE RANSON, WV 25438	$300,000.00	$10,578.40	$100.00	$1,000.00
	25-1064	61 ASPEN GROVE LN RANSON, WV 25438	$300,000.00	$10,578.40	$100.00	$1,000.00
	25-1072	245 MONROE AVE RANSON, WV 25438	$381,000.00	$10,597.50	$100.00	$1,000.00
	25-1106	227 MONROE AVE RANSON, WV 25438	$398,000.00	$11,087.80	$100.00	$1,000.00
	25-1107	212 ECLIPSE ST CHARLES TOWN, WV 25414	$235,000.00	$10,659.50	$100.00	$1,000.00
	Total Permit Type: 24		**$7,022,300.00**	**$202,449.70**	**$2,400.00**	**$24,000.00**
Patio (R)	25-1004	52 SWAN FIELD AVE RANSON, WV 25438	$5,600.00	$56.00	$0.00	$0.00
	Total Permit Type: 1		**$5,600.00**	**$56.00**	**$0.00**	**$0.00**

Plumbing Only (R)	25-1070	203 N FAIRFAX BLVD RANSON, WV 25438	$2,100.00	$25.00	$0.00	$0.00
	25-1075	1214 STALLION ST RANSON, WV 25438	$1,600.00	$25.00	$0.00	$0.00
	Total Permit Type: 2		**$3,700.00**	**$50.00**	**$0.00**	**$0.00**
Renovation (R)	25-1059	38 DEEP CREEK RD RANSON, WV 25438	$17,000.00	$170.00	$0.00	$0.00
	25-1112	86 DEEP CREEK RD RANSON, WV 25438	$10,000.00	$100.00	$0.00	$0.00
	25-1137	311 E 4TH AVE RANSON, WV 25438	$17,000.00	$170.00	$0.00	$0.00
	Total Permit Type: 3		**$44,000.00**	**$440.00**	**$0.00**	**$0.00**
Roof (C)	25-998	230 OAK LEE DR RANSON, WV 25438	$583,449.65	$5,859.50	$0.00	$0.00
	25-1086	102 E 12TH AVE RANSON, WV 25438	$12,500.00	$200.00	$0.00	$0.00
	Total Permit Type: 2		**$595,949.65**	**$6,059.50**	**$0.00**	**$0.00**
Roof (R)	25-1083	113 E 7TH AVE RANSON, WV 25438	$2,659.00	$50.00	$0.00	$0.00
	25-1134	203 E 14TH AVE RANSON, WV 25438	$0.00	$50.00	$0.00	$0.00
	25-1151	517 E 12TH AVE RANSON, WV 25438	$5,600.00	$50.00	$0.00	$0.00
	Total Permit Type: 3		**$8,259.00**	**$150.00**	**$0.00**	**$0.00**
Sign (C)	25-1077	240 JOSHUA M FREEMAN BLVD	$20,200.00	$100.00	$0.00	$0.00
	Total Permit Type: 1		**$20,200.00**	**$100.00**	**$0.00**	**$0.00**
Site Development (C)	25-1104	1208 N MILDRED ST RANSON, WV 25438	$74,640.00	$1,492.80	$0.00	$0.00
	Total Permit Type: 1		**$74,640.00**	**$1,492.80**	**$0.00**	**$0.00**
Storage Building (R)	25-1110	118 E PARK AVE RANSON, WV 25438	$7,500.00	$75.00	$0.00	$0.00
	25-1139	1158 STALLION ST RANSON, WV 25438	$3,500.00	$35.00	$0.00	$0.00
	25-1176	144 RANSON ESTATES CIR RANSON, WV 25438	$550.00	$25.00	$0.00	$0.00
	Total Permit Type: 3		**$11,550.00**	**$135.00**	**$0.00**	**$0.00**
Townhouse (R)	25-1020	60 ALOMA ST CHARLES TOWN, WV 25414	$125,000.00	$10,406.00	$100.00	$1,000.00
	25-1024	56 ALOMA ST CHARLES TOWN, WV 25414	$125,000.00	$9,767.00	$50.00	$1,000.00
	25-1025	52 ALOMA ST CHARLES TOWN, WV 25414	$125,000.00	$9,767.00	$50.00	$1,000.00
	25-1026	48 ALOMA ST CHARLES TOWN, WV 25414	$125,000.00	$9,767.00	$50.00	$1,000.00
	25-1027	44 ALOMA ST CHARLES TOWN, WV 25414	$125,000.00	$9,767.00	$50.00	$1,000.00
	25-1028	40 ALOMA ST CHARLES TOWN, WV 25414	$125,000.00	$9,767.00	$50.00	$1,000.00
	25-1029	34 ALOMA ST CHARLES TOWN, WV 25414	$125,000.00	$9,767.00	$50.00	$1,000.00
	25-1030	30 ALOMA ST CHARLES TOWN, WV 25414	$125,000.00	$9,767.00	$50.00	$1,000.00
	25-1031	26 ALOMA ST CHARLES TOWN, WV 25414	$125,000.00	$9,767.00	$50.00	$1,000.00
	25-1032	22 ALOMA ST CHARLES TOWN, WV 25414	$125,000.00	$9,767.00	$50.00	$1,000.00
	25-1033	18 ALOMA ST CHARLES TOWN, WV 25414	$125,000.00	$9,767.00	$50.00	$1,000.00
	25-1034	14 ALOMA ST CHARLES TOWN, WV 25414	$125,000.00	$9,767.00	$50.00	$1,000.00
	25-1035	10 ALOMA ST CHARLES TOWN, WV 25414	$125,000.00	$9,767.00	$50.00	$1,000.00
	25-1041	317 SHORT BRANCH DR RANSON, WV 25438	$200,000.00	$9,731.20	$50.00	$1,000.00

	25-1042	321 SHORT BRANCH DR RANSON, WV 25438	$200,000.00	$9,621.65	$50.00	$1,000.00
	25-1043	325 SHORT BRANCH DR RANSON, WV 25438	$200,000.00	$9,621.65	$50.00	$1,000.00
	25-1044	329 SHORT BRANCH DR RANSON, WV 25438	$200,000.00	$9,731.20	$50.00	$1,000.00
	25-1065	201 SWAN FIELD AVE RANSON, WV 25438	$200,000.00	$9,731.20	$50.00	$1,000.00
	25-1066	205 SWAN FIELD AVE RANSON, WV 25438	$200,000.00	$9,734.70	$50.00	$1,000.00
	25-1067	209 SWAN FIELD AVE RANSON, WV 25438	$200,000.00	$9,731.20	$50.00	$1,000.00
	25-1068	217 SWAN FIELD AVE RANSON, WV 25438	$200,000.00	$9,731.20	$50.00	$1,000.00
	25-1069	213 SWAN FIELD AVE RANSON, WV 25438	$200,000.00	$9,731.20	$50.00	$1,000.00
	25-1080	1244 RED CLOVER LN RANSON, WV 25438	$200,000.00	$9,735.60	$50.00	$1,000.00
	25-1081	1242 RED CLOVER LN RANSON, WV 25438	$200,000.00	$9,628.70	$50.00	$1,000.00
	25-1082	1240 RED CLOVER LN RANSON, WV 25438	$200,000.00	$9,739.10	$50.00	$1,000.00
	25-1084	1238 RED CLOVER LN RANSON, WV 25438	$200,000.00	$9,628.70	$50.00	$1,000.00
	25-1085	1236 RED CLOVER LN RANSON, WV 25438	$200,000.00	$9,745.60	$50.00	$1,000.00
	25-1087	1234 RED CLOVER LN RANSON, WV 25438	$200,000.00	$9,739.10	$50.00	$1,000.00
	25-1088	1232 RED CLOVER LN RANSON, WV 25438	$200,000.00	$9,628.70	$50.00	$1,000.00
	25-1089	1230 RED CLOVER LN RANSON, WV 25438	$200,000.00	$9,735.60	$50.00	$1,000.00
	Total Permit Type: 30		**$5,025,000.00**	**$292,556.30**	**$1,550.00**	**$30,000.00**
Wall or Fence (R)	25-990	55 ANTHEM ST RANSON, WV 25438	$5,700.00	$25.00	$0.00	$0.00
	25-1018	226 SHORT BRANCH DR RANSON, WV 25438	$6,900.00	$25.00	$0.00	$0.00
	25-1058	Presidents Point Avenue, Section 4 Ranson, WV 25414	$85,400.00	$854.00	$0.00	$0.00
	25-1071	353 MOUNTAIN LAUREL BLVD	$7,300.00	$25.00	$0.00	$0.00
	25-1073	377 MOUNTAIN LAUREL BLVD	$7,926.00	$25.00	$0.00	$0.00
	25-1076	464 THUMPER DR RANSON, WV 25438	$3,500.00	$25.00	$0.00	$0.00
	25-1148	1316 N FAIRFAX BLVD RANSON, WV 25438	$3,607.93	$25.00	$0.00	$0.00
	Total Permit Type: 7		**$120,333.93**	**$1,004.00**	**$0.00**	**$0.00**
Total	**Total Permits: 150**		**$13,403,884.58**	**$509,609.32**	**$3,950.00**	**$54,000.00**

AGENDA ITEM IV.3

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: PRESENTATION

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

SUBJECT: Public Works Status Report - September

Should there be any questions or concerns regarding the information provided, please contact the City Manager or Public Works Director for clarification or further assistance.

ATTACHMENTS:

Public Works- September.pdf

RANSON

AT THE CENTER OF OPPORTUNITY.

Department of Public Works

Status Report 09/10/25 — 10/15/25

PUBLIC WORKS MISSION STATEMENT

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

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

Work Order Summarv List

City of Ransc

Selected Date Range for Completion 10/16/2025 By Status, Location

WOID Location By Request Date Target Completion Date Labor Priority Assigned WO Age Actual Completion Date Hours

Crat Until Created Last Status Change Date

Description Taken

Requester Name

Dates:9/IO/2025- Ord er

BldgJUnit Deferred Tol

To Area Description Reason Cos

Area Number Deferred Date/Time

Action

Status: C om plete

5905 Visitors Center - Nancy Main Floor reception 4/9/2025 2

5905 Visitors Cen ter - Nmcy $45

5906 Visito rs Center - Nmcy 4/9/2025 $0,

Medn.rn Randy Cook 190 10/16/2025

4/9/2025 10/16/2025

please place Jockey Sitk banners on fifth avenue for the m." Breeders aassic. Banner installatbn can be installed the sarre tine as the VWBC Banners. (nstalled 9/26/25 and Removed 10/13/25 5..55..38 PM

Debbie Ntaure

5998 Streets 5122/2025 $0.

Medium Curtis White 147 10/16/2025

5123/2025 10/16/2025

7:48:49 AM

Debbie McClure

Mediu•n Randy Cook 190 10/16/2025

Signæe 41912025 10/16/2025

please put up banners (2) on Ranson Circle and (4) banners on utility poles throughout Ranson. This is for the Breeders aassic Race. Banners w ill be installed 9/26125 and rernoved on 10/13/25. 5..51..01 PM

put up banners and removed on IW14

put up American flags

6015 Street Light 5/30/2025 $0.

Low Mike Smith 117 9/24/2025

5/30/2025 9/24/2025

Randy Cook

7:59:35 AM

6016 Street LighG 5/30/2025 $0,

Work Order Summarv List

Selected Date Range for mpletion 10/16/2025 Order By Status, Location

WOID Location Deferred By Request Date Target Completion Date Labor Priority Assigned WO Age Actual Completion Date Hours

Craft Until Created Last Status Change Date

Description Taken

Requester Name

Low Mike Smith 117 9/24/2025

5/30/2025 9/24/2025

Fix pole lights out#47, #51, #69, ¥70, #85, #93,#96, #184, #215 8:01 AM

Replace broken globe, and light out on pole #86

8:56:40 AM

6078 Park - Marcus Football Building - Facilitæ 7/10/2025 $0.

Medil.m Mike Smith 76 9/24/2025

Air Co nd itoning 7110/2025 9/24/2025

6079 Park * Marcus Football Building - Faciliiæ 7/iO/2025 $0

Med i tm Mike Smith 76 9/24/2025

Eq uip men t Main tenmce 7/10/2025 9/24/2025

Stair Lift was not working properly. Would start and then stop. 8:58:11 AM

Tltmthy Mchael

Nbt cooling upstairs of the building. Timothy Mchael

1:00:37 0

Co Dates:9/10/2025-

To BldgJUnit Area Description Area Number Reason Deferred Action Datemme Tol Cos

Visito rs Center - Nmcy 7/10/2025 1 $22

Mediun Randy Cook 74 9/22/2025

7/10/2025 0/15/2025

4.04.33 PM

Debbie Ntaure

6084 Visitors Center- Nmw 7/10/2025 6 $135.

Mediun Rand y Cook 98 10/16/2025

SignQe 7110/2025 10/16/2025

please place the 20 jockey silk banners on 5th avenue (behind the track) on 9/26 and remove on 10/13. This is part of the Breeders aassic w eekend event. 4.06.29 PM

removed silk bannes

Debbie

Work Order Summarv List

City of Ransc

Selected Date Range for Completion 10/16/2025 By Status, Location

WOID Location By Request Date Target Completion Date Labor Priority Assigned WO Age Actual Completion Date Hours

Crat Until Created Last Status Change Date

Description Taken

Requester Name

please put up the (2) Breeders aassic banners in the circle and 4 pole banners on 9/26 to 10/23.
put up bannff

3:27:54 PM

Repair Gate on back lot installed new one

6138 Streets S. George St 8/1212025 $0.
Medium 65 1 0/16/2025
8/12/2025 1 0/16/2025
1:47:40PM

6097 PD. STATION 7116/2025 $0.
Mediun Keith Pierson 70 9/24/2025
7116/2025 9/24/2025
Debbie McClure

6160 P.O. Vehicle 8/2512025 $0
Medium Robert Hawkins 29 9/23/2025
Vehicle Maintenmce 8/25/2025 9/23/2025
0 .56.47AM

Bats cones out for the African -Anerican festival on Friday 8/15

6163 PD VEHICLE Car24 2023 Dodge 8126/2025 $0
Medium Robert Hawkins 24 9/19/2025
Veh icle Mainten mce 8/26/2025 9/19/2025

flat tire. Chuck Lynch

11:01:11 AM

h•er's side rear tire has a slow leak.

Chuck Lynch

6167 PW EQUIPMENT NEW HOLLAND 8/28/2025 $0
Medium Ro bert Hawk ins 20 9/17/2025
8/28/2025 9/17/2025
2 .14.41 PM

Replaced LR tire.

Fuel gauge not w orking

Replaced fuel galee

Work Order Summarv List

Selected Date Range for mpletion 10/16/2025 Order By Status, Location

WOID Location Deferred By Request Date Target Completion Date Labor Priority Assigned WO Age Actual Completion Date Hours

Craft Until Created Last Status Change Date

Description Taken

Requester Name

6190	City Hall	9/3/2025		$0
Med i un	Keith Pierson	37	10/10/2025	
Custodial Eq uipmen t Rq)ar		9/3/2025	10/10/2025	

Robert I-bw kins

8:58:59 AM

ær enzil from Bob: do we need to put in a w ork request to have the toilet paper hotder secured? I keep chasing tightened ⊎rolls of toaet paper across the floor

Kim kins

1:00:38

Work Order Summarv List

City of Rans<

Selected Date Range for mpletion - 10/16/2025 Order By Status Location

WOID Location Deferred By Request Date Target Completion Date Labor Priority Assigned WO Age Actual Completion Date Hours

Cran Until Created Last Status Change Date

Description Taken

Requester Name

Co Dates:9/10/2025 i.

B nit To

C

To Area Description Reason

Area Number Deferred Date/Time

Action

City Hall 9/16/2025 $0.

Medium 30 0/16/2025

Doors and Hardwa[e]e 9/16/2025 0/16/2025

8:28:35 AM

The door at the top of the stairs going in to Bob's office nost likety needs the battery replaced in the key pad.

6205 Streets 9/16/2025 0.5 $17.

Medium Ran dy Cook 9/16/2025

9/16/2025 9116/2025

Kim I-bw kins

1:20:19 PM

please repair stop sign at W2nd and Buchannan repaired sbp

6206 Streets 9/8/2025 3 $80

H igh Randy Cook 8 9/16/2025

9/16/2025 9/16/2025

Randy Cook

1:24:46 PM

please cut tree off of residence fence that fell from alley cut tree off offence and cleaned up

6207 Streets 9/812025 9 $240.

Med imi Randy Cook 8 9/16/2025

9/16/2025 9/16/2025

1:34:58 PM

please cut dead an leaning trees from alley at corner of W 6TH and Buchannan cleaned up all%/

Randy Cook

Randy Cook

6208 Streets 9/9/2025 2 $45.

6208 Streets

Low Rand y Cook 7 9/16/2025

9/16/2025

Work Order Summarv List

City of Rans<

Selected Date Range for mpletion - 10/16/2025 Order By Status Location

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Cran Until Created Last Status Change Date

Description Taken

Requester Name

9/16/2025

1..39.33 PM

please w eed eat about around E 5th Ave round weed eat areas requested

---

6209 Streets 9/11/2025 6 $160

Mediun Ran d y Cook 5 9/16/2025

9/16/2025 2 9/16/2025

clean lg. piles of gravel off sidew alk betw een Benchw armers an Mldred

-
1
1
-
2
6

cleaned up grad PM

Randy Cook

6210 Streets 9/11/2025 0.5 $10

Med i un Randy Cook 5 9/16/2025

9/16/2025 9/16/2025

2: 14:30 PM

cot tree back from sidew alk at Ranson Square Randy Cook

cut tree back

6211 Streets 9/11/2025 1 $27

Med i un Randy Cook 5 9/16/2025

9116/2025 2 9/16/2025

please install 2- One-Way signs at E 2nd and Reynenn Randy Cook

-
1
7
-
3
0

installed Signs PM

Randy Cook

1:00:38 c

Dates:9/10/2025

Bldg./U nit To

Work Order Summarv List

City of Rans<

Selected Date Range for mpletion - 10/16/2025 Order By Status Location

WOID Location Deferred By Request Date Target Completion Date Labor Priority Assigned WO Age Actual Completion Date Hours

Cran Until Created Last Status Change Date

Description Taken

Requester Name

To Area Description Reasm Cos

Area Number Deferred Date/Time

Action

PWAEHICLE F350 Truck#l 9/23/2025 $0.

Medium Ro bert Hawkins 9/23/2025

9/23/2025 9/23/2025

Needs service done 8 ..25..50AM

Robert I-hw kins Service complete at 25192. next service at 30192. Tire rotatio n co mplete.

6219 City Halt 9/24/2025 9/24/2025 $0.

Mediun Keith Pierson 9/24/2025

9/24/2025 2:29:26 PM

fix toilet seat installed new seat on 3rd door

6220 City Hall 9/24/2025 $0. Mediun Keith Pierson 9/24/2025

9/24/2025 9/24/2025

2:34:04 PM move file

cabinets on first floor and put new cabinets in moved file cabinets to trifecta and put new ones inside

6221 Visitors Cen ter - Nmcy 9125/2025 $0

Mediun Robert Hawkins 4 9/29/2025

Vehicle Main tenmce 9/25/2025 9/29/2025

5:19:48 PM

please check tires and fluids in the escape. Soræone is using it to go to %rgantow n to a conference. Tiank

Checked tires and fluids. Car is good b go you!

6222 Visitors Center - Nancy 9/25/2025 1 $15

Mediun Ran dy Cook 4 9/29/2025

Sign@e please put the two highw ay signs up on bndayt Septerråer 29th. They w ill stay up until Wednesday, 9125/2025 10/16/2025

5:28:18 PM

setout signs

Debbie Ntaure

October 8th. the sign should say Career Fair held at Ranson Civic Center, Tuesday, October 7th 1 pm to 5pm

45+ businesses.

Work Order Summarv List

City of Rans<

Selected Date Range for mpletion - 10/16/2025 Order By Status Location

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Cran Until Created Last Status Change Date

Description Taken

Requester Name

Debbie bvtaure

6228 City Hatl 9/29/2025 $0

Mediu•n Ro bert Hawkins 2 10/112025

Vehicle Maintenmce 9/29/2025 10/1/2025

Pat has a nail or something in the rear right tire. Also, the tire pressure sensor is not functioning properly.

2..10..38 PM

Replaced right rear tire. Replaced all four tire pressure sensors.

Kim kins

6227 PD VEHICLE PD UNIT #13 2018 9/29/2025 $0

Med i tm Robert Hawk ins 17 1 0/16/2025

Veh icle Main tenmoe 9/29/2025 1 0/16/2025

needs oil change and has a bett squeaking. Sig sad he can bring it dow n to you w hen you w ant so you don't have to corre get it.

12:18:45 PM

Service complete at 67947 next service at 72947. rep laced belt. wili need fron t brakes

replaced

Chuck Lynch

1:00:38

6231 PD. STATION 9/30/2025 $0.

Medit.rn 16 1 0/16/2025

Office Furnishings 9/30/2025 1 0/16/2025

1:32:14 PM

Co Dates:9/10/2025

BldgJUnit Tot

To Area Description Reasm Cos

Area Number Deferred Datemme

Action

Retrove desk, chair and book shetf from office and place in storage.

Work Order Summarv List

City of Rans<

Selected Date Range for mpletion - 10/16/2025 Order By Status Location

WOID Location Deferred By Request Date Target Completion Date Labor Priority Assigned WO Age Actual Completion Date Hours

Cran Until Created Last Status Change Date

Description Taken

Requester Name

6240 PW VEHICLE 2017 Ford F450 Dump 10/10/2025 $0.

Medium Ro bert Hawk ins 10/9/2025

10/10/2025 10/9/2025

7:16:31 AM

Travis

Bbeds front tires replaced and brakes tooked at

Replaced two front tires. Replaced all brake pads front and rear at 18,736

Robert I-hw kins

6241 Civic Center 10/10/2025 $0.

6241 Civic

Mediun Keith Pierson 1 0/10/2025

10110/2025 10/10/2025

2:49:57 PM

rmve tables at civic center after job fair moved tables back to storage area

245 PD. STATION 10/16/2025

Mediun Keith Pierson 1 0/16/2025

10/16/2025 10/16/2025

12:19:53

PM rmve furnisher from office to trifecta moved furn i sher to trifect

6246 City Halt 10/16/2025 $0.

Mediun Keith Pierson 10/16/2025

10/16/2025 10/16/2025

12:21:56 PM

put new door on rreyors office w ith a window

installed doorwih a glæs

6248 Public Works Building 10/16/2025 $0.

Medium Bill Silveous 10/16/2025

10/16/2025 10/16/2025

12.37.10 PM

6249 Public Works Building 10/16/2025 $0.

Medit.rn Bill Silveocs 1 0/16/2025

10/16/2025 10/16/2025

Work Order Summarv List

City of Rans<

Selected Date Range for mpletion - 10/16/2025 Order By Status Location

WOID Location Deferred By Request Date Target Completion Date Labor Priority Assigned WO Age Actual Completion Date Hours

Cran Until Created Last Status Change Date

Description Taken

Requester Name

12.39.06 PM

Install netal roofing and siding

6250 Public Works Building 1 oil 6/2025 $0.

Medit.m Bill Silveocs

10/16/2025

10/16/2025 10/16/2025

12:40:26 PM

hstall plunbing and electrical

Install shaft w all for fire w all

Work Order Summarv List

City of Rans(

Selected Date Range for mpletion - 10/16/2025 Order By Status, Location

WOID Location Deferred By Request Date Target Completion Date

Priority Assigned WO Age Actual Completion Date Craft Until Created Last Status Change Date

Description Taken

Requester Name

Co Dates:9/10/2025

To BldgJUnit Area Description Area Number Reason Deferred Action Dateffime La bor Hours Tol Cos

6251 Public Works Building 10/16/2025 $0.

6251 Public Works Building

Mediun Bill SilveoLs 1 oil 6/2025

10/16/2025 10/16/2025

12:41:36 PM

hstall exterior doors and w indow s

6252 Public Works Building 10/16/2025 $0,

Medium Bill Silveocs 10/16/2025

10/16/2025 10/16/2025

12:42:46 PM

6253 Public Works Building 1 Oil 6/2025 $0.

Meditrn Bill Silveous 1 0/16/2025

10/16/2025 1 0/16/2025

hstatl metal siding and roofing for new building 12:50:44 PM

Install plurrbing vents and exhaust vents thru roof

6254 Public Works Building 10/16/2025 $0.

Mediun BillSilveous10/16/2025

10/16/2025 10/16/2025

12:52:27PM

Install plurrbing and electrical in new building

Count: 42 Work Orders Avg. Age of WOt s Total for Complete 32 $7951 Count: 42 Work Orders Avg. Age of WO's 34 Grand Total 32 $795.

AGENDA ITEM IV.4

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong, Finance

ITEM TYPE: PRESENTATION

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

SUBJECT: Finance Department Status Report - September

Staff is providing the following items for your review:

· Accounts Payable Council Report for September 2025

· General Fund Budget Report through September 2025

· Capital Improvement Fund Budget Report through September 2025

· Cash Account Balances as of 9/30/2025

Should there be any questions or concerns regarding the data provided, please contact the City Manager or Finance Director for clarification or further assistance.

ATTACHMENTS:

September 2025 AP Council Report.pdf
September 2025 General Fund Budget Report.pdf
September 2025 Capital Fund Budget Report.pdf
Cash Balance 9-30-2025.pdf

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
7-ELEVEN	8/18/25	ICE FOR KICKBALL GAME 8/14	GENERAL FUND	CITY HALL	21.96
	8/04/25	COOK FUEL 8/1/25	GENERAL FUND	STREETS & TRANSPORT	81.90
				TOTAL:	103.86
84 LUMBER	8/06/25	PW BLDG 2X6X16 X3	CAPITAL IMPROVEMEN	STREETS - PUBLIC WORKS	48.27
	8/28/25	PW BLDG 2X10X8 X6	CAPITAL IMPROVEMEN	STREETS - PUBLIC WORKS	56.16
				TOTAL:	104.43
8X8, INC	9/01/25	PHONES AUG 25	GENERAL FUND	CITY HALL	504.69
				TOTAL:	504.69
ABC PEST CONTROL	9/18/25	PD PEST CONTROL SEP 25	GENERAL FUND	POLICE DEPARTMENT	30.00
				TOTAL:	30.00
AC&T CO INC	8/22/25	P&R PT LANCE SLUSHER 7/21/	PARKS & RECREATION	Parks & Recreation	176.00
	8/22/25	P&R PT CRANES LN 7/21/25	PARKS & RECREATION	Parks & Recreation	176.00
	8/22/25	P&R PT WEST END PARK 7/21/	PARKS & RECREATION	Parks & Recreation	176.00
				TOTAL:	528.00
ADOBE CREATIVE CLOUD	8/27/25	EB ADOBE SUB 8/26-9/25/25	GENERAL FUND	CITY ADMINISTRATION	26.73
				TOTAL:	26.73
ADVANCE AUTO PARTS	8/06/25	PW #15 AIR FILTER	GENERAL FUND	STREETS & TRANSPORT	23.63
				TOTAL:	23.63
AFLAC	8/01/25	AFLAC AT	GENERAL FUND	NON-DEPARTMENTAL	11.34
	8/15/25	AFLAC AT	GENERAL FUND	NON-DEPARTMENTAL	11.34
	8/29/25	AFLAC AT	GENERAL FUND	NON-DEPARTMENTAL	11.34
	8/01/25	AFLAC Payable B4	GENERAL FUND	NON-DEPARTMENTAL	566.01
	8/15/25	AFLAC Payable B4	GENERAL FUND	NON-DEPARTMENTAL	566.01
	8/29/25	AFLAC Payable B4	GENERAL FUND	NON-DEPARTMENTAL	566.01
	8/01/25	AFLAC PAYABLE B4	PARKS & RECREATION	NON-DEPARTMENTAL	67.74
	8/15/25	AFLAC PAYABLE B4	PARKS & RECREATION	NON-DEPARTMENTAL	67.74
	8/29/25	AFLAC PAYABLE B4	PARKS & RECREATION	NON-DEPARTMENTAL	67.74
				TOTAL:	1,935.27
AMAZON.COM	8/18/25	KICKBALL SCHOOL SUPPLY DRI	GENERAL FUND	CITY ADMINISTRATION	231.93
	8/26/25	3RD FLR CUPS X300, TOILET	GENERAL FUND	CITY ADMINISTRATION	80.31
	8/18/25	ADMIN NOTEBK, CUPS, WRTNG	GENERAL FUND	CITY ADMINISTRATION	13.99
	8/18/25	ADMIN NOTEBK, CUPS, WRTNG	GENERAL FUND	CITY ADMINISTRATION	6.29
	8/05/25	3RD FLR/P&R COPY PAPER	GENERAL FUND	CITY HALL	113.38
	8/28/25	FINANCE FOLDERS X100	GENERAL FUND	CITY HALL	31.31
	8/18/25	ADMIN NOTEBK, CUPS, WRTNG	GENERAL FUND	CITY HALL	20.89
	8/14/25	3RD FLR COFFEE CUPS X160	GENERAL FUND	CITY HALL	25.10
	8/21/25	PW COFFEE X42	GENERAL FUND	STREETS & TRANSPORT	61.79
	8/01/25	CVB/P&R COPY PAPER X10 REA	PARKS & RECREATION	Parks & Recreation	83.54
	8/05/25	P&R/CVB PAPER, PENS, BATTE	PARKS & RECREATION	Parks & Recreation	79.94
	8/05/25	P&R/CVB PAPER, PENS, BATTE	PARKS & RECREATION	Parks & Recreation	7.34
	8/05/25	P&R/CVB PAPER, PENS, BATTE	PARKS & RECREATION	Parks & Recreation	22.49
	8/05/25	P&R/CVB PAPER, PENS, BATTE	PARKS & RECREATION	Parks & Recreation	22.48
	8/05/25	P&R/CVB PAPER, PENS, BATTE	PARKS & RECREATION	Parks & Recreation	12.99
	8/05/25	P&R/CVB PAPER, PENS, BATTE	PARKS & RECREATION	Parks & Recreation	4.78
	8/05/25	P&R/CVB PAPER, PENS, BATTE	PARKS & RECREATION	Parks & Recreation	9.99
	8/05/25	3RD FLR/P&R COPY PAPER	PARKS & RECREATION	Parks & Recreation	39.48
	8/20/25	P&R SUPPLIES	PARKS & RECREATION	Parks & Recreation	146.00
	8/20/25	P&R SUPPLIES	PARKS & RECREATION	Parks & Recreation	14.52

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	8/20/25	P&R SUPPLIES	PARKS & RECREATION	Parks & Recreation	49.99
	8/20/25	P&R SUPPLIES	PARKS & RECREATION	Parks & Recreation	68.98
				TOTAL:	1,147.51
AMERICAN EXPRESS - MERCH FEES	9/30/25	AUG2025 AMEX TRANSACTION F	GENERAL FUND	CITY HALL	4.64
				TOTAL:	4.64
ANDERSON TRUCK EQUIPMENT	9/01/25	PW DUMP TRK SNOWPLOW PK	CAPITAL IMPROVEMEN	STREETS - PUBLIC WORKS	9,955.00
				TOTAL:	9,955.00
APPLE VALLEY TIRE LLC.	8/06/25	PD TRAILER TIRE	GENERAL FUND	POLICE DEPARTMENT	105.46
				TOTAL:	105.46
APPLE VALLEY WASTE	8/07/25	PW P/U JUL 25	GENERAL FUND	STREETS & TRANSPORT	861.15
				TOTAL:	861.15
ASK HEATING & AIR CONDITIONING	8/08/25	MF HEAT PUMP SYSTEM 8/4/25	PARKS & RECREATION	Parks & Recreation	12,843.09
				TOTAL:	12,843.09
AUTO ZONE	8/20/25	PW SHOP BATTERY PROTECTOR	GENERAL FUND	STREETS & TRANSPORT	17.26
	8/20/25	PW SHOP BATTERY PROTECTOR	GENERAL FUND	STREETS & TRANSPORT	10.66
	8/25/25	PW 3/4 SCKT SET, IMPACT SC	GENERAL FUND	STREETS & TRANSPORT	36.42
	8/25/25	PW FUSES X3	GENERAL FUND	STREETS & TRANSPORT	33.62
	8/26/25	PW FUSE TAP X1	GENERAL FUND	STREETS & TRANSPORT	9.89
	8/11/25	CVB # KEY FOB BATTERY X1	PARKS & RECREATION	Parks & Recreation	9.99
				TOTAL:	117.84
BCN TELECOM INC	9/15/25	INTERNET SEP 25	GENERAL FUND	CITY HALL	531.24
	9/15/25	INTERNET SEP 25	GENERAL FUND	POLICE DEPARTMENT	161.90
	9/15/25	INTERNET SEP 25	GENERAL FUND	STREETS & TRANSPORT	149.40
	9/15/25	INTERNET SEP 25	PARKS & RECREATION	Parks & Recreation	149.40
	9/15/25	INTERNET SEP 25	PARKS & RECREATION	Parks & Recreation	190.90
				TOTAL:	1,182.84
BERKELEY CLUB BEVERAGES, INC	8/14/25	CH WATER X6	GENERAL FUND	CITY HALL	51.99
	8/14/25	PW WATER X2	GENERAL FUND	STREETS & TRANSPORT	23.31
	8/14/25	P&R WATER X3	PARKS & RECREATION	Parks & Recreation	29.49
				TOTAL:	104.79
BP	8/31/25	WATSON FUEL 8/1-14/25	GENERAL FUND	POLICE DEPARTMENT	203.15
	8/31/25	SWARTZ FUEL 8/1-18/25	GENERAL FUND	POLICE DEPARTMENT	123.29
	8/31/25	MCBRIDE FUEL 7/31-8/28/25	GENERAL FUND	POLICE DEPARTMENT	378.81
	8/31/25	HOSBY-BROWN FUEL 7/31-8/21	GENERAL FUND	POLICE DEPARTMENT	220.42
	8/31/25	CUSTER FUEL 8/1-28/25	GENERAL FUND	POLICE DEPARTMENT	246.77
				TOTAL:	1,172.44
BREEZY HR INC	8/21/25	HR CONSULTING 8/20-9/20/25	GENERAL FUND	CITY ADMINISTRATION	189.00
				TOTAL:	189.00
BUREAU FOR CHILD SUPPORT ENFORCEMENT	9/12/25	# 813397	GENERAL FUND	NON-DEPARTMENTAL	353.65
	9/26/25	# 813397	GENERAL FUND	NON-DEPARTMENTAL	353.65
				TOTAL:	707.30
BURR PARK LIBERTY	8/31/25	LYNCH FUEL 8/3-24/25	GENERAL FUND	POLICE DEPARTMENT	193.02
	8/21/25	LONGERBEAM FUEL 8/19/25	GENERAL FUND	STREETS & TRANSPORT	119.05
				TOTAL:	312.07

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
CAMP DAWSON	8/19/25	CUSTER TRAINING 8/17/25	GENERAL FUND	POLICE DEPARTMENT	75.00
	8/19/25	MCBRIDE TRAINING 8/17/25	GENERAL FUND	POLICE DEPARTMENT	75.00
				TOTAL:	150.00
CAPITAL ELECTRIC	8/25/25	PW BLDG ELECTRIC SUPPLIES	CAPITAL IMPROVEMEN	STREETS - PUBLIC WORKS	3,255.59
	8/28/25	PW BLDG ELE SUPPLIES	CAPITAL IMPROVEMEN	STREETS - PUBLIC WORKS	1,113.66
				TOTAL:	4,369.25
CHARLES TOWN AUTO WASH	8/04/25	CAR CLND DA FOR CONFERENCE	GENERAL FUND	CITY ADMINISTRATION	38.21
	8/18/25	CH #18 WASH FOR PARADE	GENERAL FUND	CITY HALL	25.00
				TOTAL:	63.21
CHARLES TOWN UTILITIES GENERAL FUND	8/07/25	WATER 6/15-7/15/25	GENERAL FUND	CITY HALL	172.59
	8/07/25	WATER 6/15-7/15/25	GENERAL FUND	POLICE DEPARTMENT	56.16
	8/07/25	WATER 6/15-7/15/25	GENERAL FUND	STREETS & TRANSPORT	307.46
	8/07/25	WATER 6/15-7/15/25	GENERAL FUND	STREETS & TRANSPORT	56.16
	8/07/25	WATER 6/15-7/15/25	GENERAL FUND	STREET LIGHTS	56.16
	8/07/25	CVB WATER 6/15-7/15/25	PARKS & RECREATION	Parks & Recreation	56.16
	8/07/25	P&R WATER 6/15-7/15/25	PARKS & RECREATION	Parks & Recreation	249.81
	8/07/25	P&R WATER 6/15-7/15/25	PARKS & RECREATION	Parks & Recreation	56.16
	8/22/25	MF SEWER 6/30-7/30/25	PARKS & RECREATION	Parks & Recreation	30.48
				TOTAL:	1,041.14
CHATGPT SUBSCRIPTION	8/15/25	WILT OPEN AI SUB 8/25	GENERAL FUND	CITY ADMINISTRATION	21.40
				TOTAL:	21.40
CHESAPEAKE PETROLEUM	9/19/25	LIFT INSPECTION 9/15/25	GENERAL FUND	STREETS & TRANSPORT	275.00
				TOTAL:	275.00
CMA'S CHRYSLER DODGE JEEP RAM OF MARTI	8/14/25	PD OIL FILTER STOCK X12	GENERAL FUND	POLICE DEPARTMENT	96.72
	8/14/25	PD #3 FRONT BRAKES	GENERAL FUND	POLICE DEPARTMENT	361.79
	8/14/25	PD #3 FRONT BRAKES	GENERAL FUND	POLICE DEPARTMENT	371.80
				TOTAL:	830.31
COMPLETE DOCUMENT SOLUTIONS, CENTRAL P	9/18/25	CH COP CON 9/25,OVG 8/25	GENERAL FUND	CITY HALL	75.84
	9/18/25	CH COP CON 9/25,OVG 8/25	GENERAL FUND	CITY HALL	34.73
	9/18/25	PW COP OVG AUG 25	GENERAL FUND	STREETS & TRANSPORT	8.51
				TOTAL:	119.08
COMPTROLLER OF MARYLAND	9/30/25	CPRICE 7/18-9/26/25 ST TAX	GENERAL FUND	NON-DEPARTMENTAL	60.00
	9/30/25	CPRICE 7/18-9/26/25 ST TAX	GENERAL FUND	NON-DEPARTMENTAL	64.00
	9/30/25	CPRICE 7/18-9/26/25 ST TAX	GENERAL FUND	NON-DEPARTMENTAL	64.00
	9/30/25	CPRICE 7/18-9/26/25 ST TAX	GENERAL FUND	NON-DEPARTMENTAL	64.00
	9/30/25	CPRICE 7/18-9/26/25 ST TAX	GENERAL FUND	NON-DEPARTMENTAL	64.00
	9/30/25	CPRICE 7/18-9/26/25 ST TAX	GENERAL FUND	NON-DEPARTMENTAL	64.00
	7/03/25	MD Withholding	GENERAL FUND	NON-DEPARTMENTAL	132.54
				TOTAL:	512.54
CONSTANT CONTACT	8/25/25	EMAILS AUG 25	PARKS & RECREATION	Parks & Recreation	131.00
				TOTAL:	131.00
DAKTRONICS INC	8/01/25	MF SCOREBOARD REPAIR	PARKS & RECREATION	Parks & Recreation	2,247.20
				TOTAL:	2,247.20
DARLA ARMSTRONG	9/24/25	DA TOUR CONF 9/29-10/2	GENERAL FUND	CITY ADMINISTRATION	159.00
				TOTAL:	159.00

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
DEAFNET ASSOCIATION, INC	9/22/25	PD COURT INTERPRETING 9/3	GENERAL FUND	POLICE DEPARTMENT	192.40
				TOTAL:	192.40
DEPARTMENT OF ENVIRONMENT PROTECTION	8/20/25	KIDDIE VRF 5/19/25	CAPITAL IMPROVEMEN	STREETS - PUBLIC WORKS	95.60
				TOTAL:	95.60
DEPARTMENT OF TAX & REVENUE	9/02/25	WV State Withholding	GENERAL FUND	NON-DEPARTMENTAL	43.00
	9/12/25	WV State Withholding	GENERAL FUND	NON-DEPARTMENTAL	4,064.00
	9/26/25	WV State Withholding	GENERAL FUND	NON-DEPARTMENTAL	4,480.00
	9/19/25	WV State Withholding	GENERAL FUND	NON-DEPARTMENTAL	208.00
				TOTAL:	8,795.00
DIRTY GIRL	9/27/25	CLEANING 8/12-27/25	GENERAL FUND	CITY HALL	1,000.00
	9/22/25	CLEANING 8/28-9/22/25	GENERAL FUND	CITY HALL	1,400.00
	9/27/25	CLEANING 8/12-27/25	GENERAL FUND	POLICE DEPARTMENT	437.50
	9/22/25	CLEANING 8/28-9/22/25	GENERAL FUND	POLICE DEPARTMENT	525.00
	9/27/25	CLEANING 8/12-27/25	GENERAL FUND	STREETS & TRANSPORT	312.50
	9/22/25	CLEANING 8/28-9/22/25	GENERAL FUND	STREETS & TRANSPORT	375.00
	9/27/25	CLEANING 8/12-27/25	PARKS & RECREATION	Parks & Recreation	500.00
	9/27/25	CLEANING 8/12-27/25	PARKS & RECREATION	Parks & Recreation	200.00
	9/22/25	CLEANING 8/28-9/22/25	PARKS & RECREATION	Parks & Recreation	600.00
	9/22/25	CLEANING 8/28-9/22/25	PARKS & RECREATION	Parks & Recreation	400.00
				TOTAL:	5,750.00
ENCOVA INSURANCE	9/01/25	WC FY26 8/4-9/1/25	GENERAL FUND	CITY HALL	11,180.00
				TOTAL:	11,180.00
ETS CORPORATION	9/02/25	AUG2025 MERCH FEES - MGO C	GENERAL FUND	CITY HALL	2,725.67
				TOTAL:	2,725.67
FEDEX	8/27/25	OVERNIGHT WVSP CRIME LAB	GENERAL FUND	POLICE DEPARTMENT	37.35
				TOTAL:	37.35
FIRST CITIZEN BANK & TRUST CO	8/27/25	1&3 FLR COPIER AUG 25	GENERAL FUND	CITY HALL	478.00
	9/10/25	P&Z COPIER AUG 25	GENERAL FUND	CITY HALL	247.00
				TOTAL:	725.00
FISHER AUTO PARTS INC	8/14/25	PD BRK SET EXTRA SET	GENERAL FUND	POLICE DEPARTMENT	152.79
	8/14/25	PD BRK SET EXTRA SET	GENERAL FUND	POLICE DEPARTMENT	367.29
	8/27/25	PD #14 BATTERY X1	GENERAL FUND	POLICE DEPARTMENT	152.45
	8/27/25	PD #6 BRK PDS, ROTORS, BAT	GENERAL FUND	POLICE DEPARTMENT	45.95
	8/27/25	PD #6 BRK PDS, ROTORS, BAT	GENERAL FUND	POLICE DEPARTMENT	125.24
	8/27/25	PD #6 BRK PDS, ROTORS, BAT	GENERAL FUND	POLICE DEPARTMENT	199.95
	8/05/25	PW #15 BRAKE PAD SET	GENERAL FUND	STREETS & TRANSPORT	75.16
	8/26/25	MICRO2 FUSE KIT	GENERAL FUND	STREETS & TRANSPORT	7.98
	8/05/25	CVB #17 CABIN AIR FILTER	PARKS & RECREATION	Parks & Recreation	18.63
				TOTAL:	1,145.44
FRONTIER	8/10/25	TRIFECTA ALARM AUG 25	GENERAL FUND	CITY HALL	176.08
	8/30/25	CH FIRE ALARM SEP 25	GENERAL FUND	CITY HALL	132.63
	8/30/25	CH FAX LINE SEP 25	GENERAL FUND	CITY HALL	133.79
	9/05/25	CH ELEVATOR SEP 25	GENERAL FUND	CITY HALL	96.00
	9/10/25	TRIFECTA ALARM SEP 25	GENERAL FUND	CITY HALL	191.57
	9/12/25	PD FAX LINE SEP 25	GENERAL FUND	POLICE DEPARTMENT	201.01
				TOTAL:	931.08

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
GALLS INC	8/04/25	CUSTER BOOTS	GENERAL FUND	POLICE DEPARTMENT	94.95
	8/28/25	PD NAMEPLATES X2, SV LETTE	GENERAL FUND	POLICE DEPARTMENT	23.80
	8/28/25	PD NAMEPLATES X2, SV LETTE	GENERAL FUND	POLICE DEPARTMENT	31.35
				TOTAL:	150.10
GOPHER SIGN COMPANY	7/16/25	PW STREET SIGNS	GENERAL FUND	STREETS & TRANSPORT	882.24
	7/16/25	PW STREET SIGNS	GENERAL FUND	STREETS & TRANSPORT	258.22
	7/16/25	PW STREET SIGNS	GENERAL FUND	STREETS & TRANSPORT	2,793.50
				TOTAL:	3,933.96
HAGERSTOWN FORD	9/03/25	PW 25 FORD F-150	CAPITAL IMPROVEMEN	STREETS - PUBLIC WORKS	42,053.00
	9/03/25	PW 25 FORD F-150	CAPITAL IMPROVEMEN	STREETS - PUBLIC WORKS	42,053.00
				TOTAL:	84,106.00
HAMPTON INN	8/11/25	ARMSTRONG HOTEL WVML 8/4-7	GENERAL FUND	CITY ADMINISTRATION	384.15
				TOTAL:	384.15
HARBOR FREIGHT TOOLS	8/05/25	PW JNT SCKT ADPT/RATCHET	GENERAL FUND	STREETS & TRANSPORT	21.98
	8/15/25	PW E TORX SET, FOLDING LIG	GENERAL FUND	STREETS & TRANSPORT	69.98
	8/19/25	PW COMPACT BIT SET	GENERAL FUND	STREETS & TRANSPORT	79.99
				TOTAL:	171.95
HARRIS TREE REMOVAL & SERVICES	9/02/25	PARK AVE TREE RMVL 9/2/25	CAPITAL IMPROVEMEN	STREETS - PUBLIC WORKS	1,000.00
				TOTAL:	1,000.00
HDL COMPANIES	8/31/25	B&O COLLECTIONS AUG 25	GENERAL FUND	CITY HALL	774.98
				TOTAL:	774.98
HOME DEPOT	8/25/25	CH 2ND FLR HOT WATER HEATE	GENERAL FUND	CITY HALL	496.88
	8/04/25	MAYOR OFFICE DUCT WK MATER	GENERAL FUND	CITY HALL	156.28
	8/15/25	PD OFFICE KEY X1	GENERAL FUND	POLICE DEPARTMENT	5.32
	8/15/25	PW TRASH BAGS X5 BOXES	GENERAL FUND	STREETS & TRANSPORT	139.85
	8/18/25	PW RAKES X2	GENERAL FUND	STREETS & TRANSPORT	39.96
	8/25/25	PW DRAIN PAN X1	GENERAL FUND	STREETS & TRANSPORT	17.98
	8/01/25	PW BLDG STAPLE HAMMER/STAP	GENERAL FUND	STREETS & TRANSPORT	34.97
	8/01/25	PW BLDG STAPLE HAMMER/STAP	GENERAL FUND	STREETS & TRANSPORT	25.94
	8/04/25	PW DRILL BIT	GENERAL FUND	STREETS & TRANSPORT	23.47
	8/18/25	PW NAIL GUN	GENERAL FUND	STREETS & TRANSPORT	83.98
	8/22/25	PW BLDG PLUMBING SUPPLIES	GENERAL FUND	STREETS & TRANSPORT	51.94
	8/04/25	PW SHOP COUPLER LOCK	GENERAL FUND	STREETS & TRANSPORT	76.90
	8/25/25	PW CORDLESS IMPACT DRIVER	GENERAL FUND	STREETS & TRANSPORT	149.00
	8/01/25	PW BLDG DRAIN PIPE, HANGE	CAPITAL IMPROVEMEN	STREETS - PUBLIC WORKS	169.08
	8/18/25	PW BLDG NAIL RINGS, NAILS	CAPITAL IMPROVEMEN	STREETS - PUBLIC WORKS	154.00
	8/18/25	PW BLDG NAIL RINGS, NAILS	CAPITAL IMPROVEMEN	STREETS - PUBLIC WORKS	24.77
	8/28/25	PW BLDG 2X4 X16 X3	CAPITAL IMPROVEMEN	STREETS - PUBLIC WORKS	44.04
	8/07/25	PW BLDG 1X3 STRIPS, SCREWS	CAPITAL IMPROVEMEN	STREETS - PUBLIC WORKS	52.67
	8/18/25	PW BLDG SCREWS X4 BOXES	CAPITAL IMPROVEMEN	STREETS - PUBLIC WORKS	53.48
	8/20/25	PW BLDG NAILS, PAINT MARKE	CAPITAL IMPROVEMEN	STREETS - PUBLIC WORKS	64.22
	8/21/25	PW BLDG ROUGH IN PLUMBING	CAPITAL IMPROVEMEN	STREETS - PUBLIC WORKS	945.37
	8/22/25	PW PEX PIPE RETURN	CAPITAL IMPROVEMEN	STREETS - PUBLIC WORKS	124.00-
	8/22/25	PW BLDG PLUMBING SUPPLIES	CAPITAL IMPROVEMEN	STREETS - PUBLIC WORKS	239.62
	8/22/25	PW BLDG PLUMBING SUPPLIES	CAPITAL IMPROVEMEN	STREETS - PUBLIC WORKS	426.97
	8/22/25	PW BLDG PLUMBING SUPPLIES	CAPITAL IMPROVEMEN	STREETS - PUBLIC WORKS	311.94
	8/25/25	PW BLDG PLUMBING SUPPLIES	CAPITAL IMPROVEMEN	STREETS - PUBLIC WORKS	129.26
	8/25/25	PW BLDG PLUMBING SUPPLIES	CAPITAL IMPROVEMEN	STREETS - PUBLIC WORKS	59.69
	8/25/25	PW BLDG PLUMBING SUPPLIES	CAPITAL IMPROVEMEN	STREETS - PUBLIC WORKS	468.28

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	8/27/25	PW BLDG PLUMBING SUPPLIES	CAPITAL IMPROVEMEN	STREETS - PUBLIC WORKS	98.19
	8/27/25	PW BLDG PLUMBING SUPPLIES	CAPITAL IMPROVEMEN	STREETS - PUBLIC WORKS	19.80
	8/27/25	PW BLDG PANEL/CONDUIT	CAPITAL IMPROVEMEN	STREETS - PUBLIC WORKS	231.52
	8/29/25	PW BLDG LOW VOLT BOX	CAPITAL IMPROVEMEN	STREETS - PUBLIC WORKS	66.51
	8/07/25	PW BLDG NAILSX5LBS, RING N	CAPITAL IMPROVEMEN	STREETS - PUBLIC WORKS	25.00
	8/07/25	PW BLDG NAILSX5LBS, RING N	CAPITAL IMPROVEMEN	STREETS - PUBLIC WORKS	303.00
				TOTAL:	5,065.88
HOME TEAM PEST DEFENSE	8/01/25	CH PEST CONTROL JUL 25	GENERAL FUND	CITY HALL	273.80
	8/27/25	CH PEST CONTROL AUG 25	GENERAL FUND	CITY HALL	273.80
	8/07/25	PW PEST CONTROL JUL 25	GENERAL FUND	STREETS & TRANSPORT	79.40
	8/27/25	PW PEST CONTROL AUG 25	GENERAL FUND	STREETS & TRANSPORT	79.40
				TOTAL:	706.40
INSTITUTE OF POLICE TECHNOLOGY AND MAN	9/10/25	WATSON TRNG NOV 25	GENERAL FUND	POLICE DEPARTMENT	895.00
				TOTAL:	895.00
INTERNAL REVENUE SERVICE	9/02/25	Federal Withholding	GENERAL FUND	NON-DEPARTMENTAL	60.93
	9/12/25	Federal Withholding	GENERAL FUND	NON-DEPARTMENTAL	11,270.40
	9/26/25	Federal Withholding	GENERAL FUND	NON-DEPARTMENTAL	11,482.75
	9/22/25	Federal Withholding	GENERAL FUND	NON-DEPARTMENTAL	598.32
	9/02/25	Social Security Payable	GENERAL FUND	NON-DEPARTMENTAL	88.81
	9/12/25	Social Security Payable	GENERAL FUND	NON-DEPARTMENTAL	7,355.48
	9/26/25	Social Security Payable	GENERAL FUND	NON-DEPARTMENTAL	7,855.74
	9/22/25	Social Security Payable	GENERAL FUND	NON-DEPARTMENTAL	349.68
	9/26/25	Social Security Payable	GENERAL FUND	NON-DEPARTMENTAL	184.58
	9/02/25	Medicare Payable	GENERAL FUND	NON-DEPARTMENTAL	20.77
	9/12/25	Medicare Payable	GENERAL FUND	NON-DEPARTMENTAL	1,720.22
	9/26/25	Medicare Payable	GENERAL FUND	NON-DEPARTMENTAL	1,837.20
	9/22/25	Medicare Payable	GENERAL FUND	NON-DEPARTMENTAL	81.78
	9/26/25	Medicare Payable	GENERAL FUND	NON-DEPARTMENTAL	43.23
	9/26/25	Social Security Payable	GENERAL FUND	MAYOR'S OFFICE	62.00
	9/26/25	Medicare Payable	GENERAL FUND	MAYOR'S OFFICE	14.50
	9/26/25	Social Security Payable	GENERAL FUND	CITY COUNCIL	310.02
	9/26/25	Medicare Payable	GENERAL FUND	CITY COUNCIL	72.48
	9/12/25	Social Security Payable	GENERAL FUND	CITY ADMINISTRATION	631.40
	9/26/25	Social Security Payable	GENERAL FUND	CITY ADMINISTRATION	631.40
	9/12/25	Medicare Payable	GENERAL FUND	CITY ADMINISTRATION	147.66
	9/26/25	Medicare Payable	GENERAL FUND	CITY ADMINISTRATION	147.66
	9/26/25	Social Security Payable	GENERAL FUND	POLICE JUDGE'S OFFICE	117.80
	9/26/25	Medicare Payable	GENERAL FUND	POLICE JUDGE'S OFFICE	27.55
	9/12/25	Social Security Payable	GENERAL FUND	PLANNING & ZONING	903.92
	9/26/25	Social Security Payable	GENERAL FUND	PLANNING & ZONING	909.73
	9/12/25	Medicare Payable	GENERAL FUND	PLANNING & ZONING	211.40
	9/26/25	Medicare Payable	GENERAL FUND	PLANNING & ZONING	212.76
	9/12/25	Social Security Payable	GENERAL FUND	CITY HALL	666.41
	9/26/25	Social Security Payable	GENERAL FUND	CITY HALL	666.41
	9/12/25	Medicare Payable	GENERAL FUND	CITY HALL	155.85
	9/26/25	Medicare Payable	GENERAL FUND	CITY HALL	155.85
	9/02/25	Social Security Payable	GENERAL FUND	POLICE DEPARTMENT	88.81
	9/12/25	Social Security Payable	GENERAL FUND	POLICE DEPARTMENT	3,562.08
	9/26/25	Social Security Payable	GENERAL FUND	POLICE DEPARTMENT	3,566.71
	9/22/25	Social Security Payable	GENERAL FUND	POLICE DEPARTMENT	349.68
	9/26/25	Social Security Payable	GENERAL FUND	POLICE DEPARTMENT	184.58
	9/02/25	Medicare Payable	GENERAL FUND	POLICE DEPARTMENT	20.77
	9/12/25	Medicare Payable	GENERAL FUND	POLICE DEPARTMENT	833.06

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	9/26/25	Medicare Payable	GENERAL FUND	POLICE DEPARTMENT	834.15
	9/22/25	Medicare Payable	GENERAL FUND	POLICE DEPARTMENT	81.78
	9/26/25	Medicare Payable	GENERAL FUND	POLICE DEPARTMENT	43.23
	9/12/25	Social Security Payable	GENERAL FUND	STREETS & TRANSPORT	1,591.67
	9/26/25	Social Security Payable	GENERAL FUND	STREETS & TRANSPORT	1,591.67
	9/12/25	Medicare Payable	GENERAL FUND	STREETS & TRANSPORT	372.25
	9/26/25	Medicare Payable	GENERAL FUND	STREETS & TRANSPORT	372.25
				TOTAL:	62,487.38
JEFFERSON COUNTY CHAMBER OF COMMERCE,	8/27/25	2025 NONPROFIT MEMBERSHIP	GENERAL FUND	CITY ADMINISTRATION	125.00
				TOTAL:	125.00
JEFFERSON COUNTY COMMISSION-AMBULANCE	7/01/25	PD AMBUL FEE FY26	GENERAL FUND	CITY HALL	90.00
	7/01/25	CC AMBUL FEE FY26	GENERAL FUND	CITY HALL	512.00
	7/01/25	CVB AMBUL FEE FY26	GENERAL FUND	CITY HALL	50.00
	7/01/25	PW AMBUL FEE FY26	GENERAL FUND	CITY HALL	50.00
				TOTAL:	702.00
JEFFERSON COUNTY EMERGENCY COMMUNICATI	9/02/25	CAD/MOBILE 6/6-7/5/25	GENERAL FUND	POLICE DEPARTMENT	438.81
				TOTAL:	438.81
JEFFERSON COUNTY SOLID WASTE AUTHORITY	8/31/25	PW YARD WASTE 8/15/25	GENERAL FUND	STREETS & TRANSPORT	17.06
				TOTAL:	17.06
JEFFERSON COUNTY CVB	8/31/25	HOTEL TX COL AUG 25	GENERAL FUND	INVALID DEPARTMENT	26,260.24
				TOTAL:	26,260.24
JEFFERSON PUBLISHING CO. INC	8/07/25	NPH RZN WAR ADMIRAL 7/24/2	GENERAL FUND	PLANNING & ZONING	37.02
	8/07/25	NPH LD DEV SLEEPY HOLW 7/2	GENERAL FUND	PLANNING & ZONING	45.22
	8/07/25	PN MINI GRANT APP 7/17/25	GENERAL FUND	CITY HALL	23.90
	8/07/25	PN ORD AMND CHAP 15 7/24/2	GENERAL FUND	CITY HALL	30.46
	8/14/25	BRD ZNG APPEALS OPN 7/31/2	GENERAL FUND	CITY HALL	40.30
	8/14/25	NPH GRNT PRG GIS MP 7/31/2	GENERAL FUND	CITY HALL	43.58
				TOTAL:	220.48
JEFFERSON RENTALS	8/06/25	PW STRING TRIMMER HEAD	GENERAL FUND	STREETS & TRANSPORT	28.99
				TOTAL:	28.99
JEFFERSON SECURITY BANK	9/12/25	Christmas Club	GENERAL FUND	NON-DEPARTMENTAL	595.00
	9/26/25	Christmas Club	GENERAL FUND	NON-DEPARTMENTAL	595.00
				TOTAL:	1,190.00
JEFFREY OR MELISSA HOWELL	9/03/25	25-581 BLD PRMT REFUND	GENERAL FUND	NON-DEPARTMENTAL	50.00
				TOTAL:	50.00
JOHN HANCOCK	9/12/25	457b payment	GENERAL FUND	NON-DEPARTMENTAL	9,255.91
	9/26/25	457b payment	GENERAL FUND	NON-DEPARTMENTAL	9,355.10
	9/12/25	STANLEY 401 LOAN REPYMT	GENERAL FUND	NON-DEPARTMENTAL	104.47
	9/26/25	STANLEY 401 LOAN REPYMT	GENERAL FUND	NON-DEPARTMENTAL	104.47
	9/12/25	Ret OVT Contribution	GENERAL FUND	NON-DEPARTMENTAL	522.42
	9/26/25	Ret OVT Contribution	GENERAL FUND	NON-DEPARTMENTAL	1,026.01
	9/12/25	ROTH 457b Payment	GENERAL FUND	NON-DEPARTMENTAL	559.25
	9/26/25	ROTH 457b Payment	GENERAL FUND	NON-DEPARTMENTAL	561.85
	9/12/25	401a Payment	GENERAL FUND	CITY ADMINISTRATION	487.10
	9/26/25	401a Payment	GENERAL FUND	CITY ADMINISTRATION	487.10
	9/12/25	457b payment	GENERAL FUND	CITY ADMINISTRATION	487.10

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	9/26/25	457b payment	GENERAL FUND	CITY ADMINISTRATION	487.10
	9/12/25	401a Payment	GENERAL FUND	PLANNING & ZONING	706.43
	9/26/25	401a Payment	GENERAL FUND	PLANNING & ZONING	708.84
	9/12/25	457b payment	GENERAL FUND	PLANNING & ZONING	549.65
	9/26/25	457b payment	GENERAL FUND	PLANNING & ZONING	552.06
	9/12/25	401a Payment	GENERAL FUND	CITY HALL	511.84
	9/26/25	401a Payment	GENERAL FUND	CITY HALL	511.84
	9/12/25	457b payment	GENERAL FUND	CITY HALL	511.84
	9/26/25	457b payment	GENERAL FUND	CITY HALL	511.84
	9/12/25	401a Payment	GENERAL FUND	POLICE DEPARTMENT	2,527.51
	9/26/25	401a Payment	GENERAL FUND	POLICE DEPARTMENT	2,457.56
	9/12/25	457b payment	GENERAL FUND	POLICE DEPARTMENT	2,527.51
	9/26/25	457b payment	GENERAL FUND	POLICE DEPARTMENT	2,457.56
	9/12/25	401a Payment	GENERAL FUND	STREETS & TRANSPORT	1,239.88
	9/26/25	401a Payment	GENERAL FUND	STREETS & TRANSPORT	1,239.88
	9/12/25	457b payment	GENERAL FUND	STREETS & TRANSPORT	1,189.89
	9/26/25	457b payment	GENERAL FUND	STREETS & TRANSPORT	1,189.89
				TOTAL:	42,831.90
JUDD FIRE PROTECTION LLC	8/28/25	TRIFEC PL SPRNKLR SVC 8/21	GENERAL FUND	CITY HALL	380.00
				TOTAL:	380.00
KIMBALL MIDWEST PAYEEZY CLOVER .COM	8/26/25	PW SHOP NUTS, BOLTS, WASHE	GENERAL FUND	STREETS & TRANSPORT	227.30
				TOTAL:	227.30
KIMLEY - HORN AND ASSOCIATES INC.	8/31/25	RANSON MAP UPDT AUG 25	GENERAL FUND	PLANNING & ZONING	1,800.00
	8/31/25	BRIAR RUN ANNEX AUG 25	GENERAL FUND	PLANNING & ZONING	7,800.00
	8/31/25	P&Z FY26 SVC AUG 25	GENERAL FUND	PLANNING & ZONING	14,425.93
				TOTAL:	24,025.93
LEAF	9/06/25	PW COPIER AUG 25	GENERAL FUND	STREETS & TRANSPORT	123.00
				TOTAL:	123.00
LENNAR	9/03/25	25-243 BLDG PRMT REFUND	GENERAL FUND	NON-DEPARTMENTAL	50.00
	9/03/25	25-244 BLDG PRMT REFUND	GENERAL FUND	NON-DEPARTMENTAL	50.00
				TOTAL:	100.00
LINCOLN FINANCIAL GROUP	9/01/25	SEP LIFE INS,STD,LTD,PREMI	GENERAL FUND	NON-DEPARTMENTAL	339.50
	9/01/25	SEP LIFE INS,STD,LTD,PREMI	GENERAL FUND	CITY ADMINISTRATION	224.09
	9/01/25	SEP LIFE INS,STD,LTD,PREMI	GENERAL FUND	PLANNING & ZONING	370.41
	9/01/25	SEP LIFE INS,STD,LTD,PREMI	GENERAL FUND	CITY HALL	267.14
	9/01/25	SEP LIFE INS,STD,LTD,PREMI	GENERAL FUND	POLICE DEPARTMENT	1,264.39
	9/01/25	SEP LIFE INS,STD,LTD,PREMI	GENERAL FUND	STREETS & TRANSPORT	656.00
	9/01/25	SEP LIFE INS,STD,LTD,PREMI	PARKS & RECREATION	NON-DEPARTMENTAL	96.44
	9/01/25	SEP LIFE INS,STD,LTD,PREMI	PARKS & RECREATION	Parks & Recreation	179.55
				TOTAL:	3,397.52
LONG FENCE	9/23/25	PW YARD SECURITY FENCE	CAPITAL IMPROVEMEN	STREETS - PUBLIC WORKS	91.08
				TOTAL:	91.08
LOVELYPIXELS	8/20/25	ANNUAL MANAGED HOSTING	GENERAL FUND	CITY HALL	6,000.00
				TOTAL:	6,000.00
LOVES	8/05/25	WILT FUEL 8/4/25	GENERAL FUND	CITY ADMINISTRATION	35.83
				TOTAL:	35.83

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
LOWE'S	8/07/25	PW DRILL BIT SET, HAMMER	GENERAL FUND	STREETS & TRANSPORT	118.40
				TOTAL:	118.40
MARATHON PETRO	8/06/25	ARMSTRONG FUEL 8/5/25	GENERAL FUND	CITY ADMINISTRATION	56.00
				TOTAL:	56.00
MARLIN LEASING CORPORATION	9/15/25	PD COPY LEASE 9/5-10/4/25	GENERAL FUND	POLICE DEPARTMENT	416.87
				TOTAL:	416.87
MARONDA HOMES OF VIRGINIA LLC	8/27/25	24-700 BLDG PRMT REFUND	GENERAL FUND	NON-DEPARTMENTAL	25.00
				TOTAL:	25.00
MARRIOTT	8/11/25	SUITS HOTEL WVML 8/4-6/25	GENERAL FUND	MAYOR'S OFFICE	492.00
	8/11/25	CUSTER HOTEL WVML 8/4-6/25	GENERAL FUND	CITY COUNCIL	592.00
	8/11/25	FAGAN HOTEL WVML 8/4-6/25	GENERAL FUND	CITY COUNCIL	492.00
	8/11/25	BOUND HOTEL WVML 8/4-6/25	GENERAL FUND	CITY COUNCIL	492.00
	8/08/25	WILT HOTEL WVML 8/4-6/25	GENERAL FUND	CITY ADMINISTRATION	517.68
				TOTAL:	2,585.68
MATTHEW W. ANDERSON, PE, PLLC	8/01/25	INSPECTIONS 7/30/25	GENERAL FUND	PLANNING & ZONING	500.00
	8/15/25	INSPECTIONS 8/1-8/25	GENERAL FUND	PLANNING & ZONING	1,500.00
	8/19/25	INSPECTIONS 8/12-15/25	GENERAL FUND	PLANNING & ZONING	1,750.00
	8/26/25	INSPECTIONS 8/20-22/25	GENERAL FUND	PLANNING & ZONING	1,125.00
				TOTAL:	4,875.00
MCP INSPECTIONS	9/05/25	INSPECTIONS 8/11-22/25	GENERAL FUND	PLANNING & ZONING	1,950.00
	9/05/25	INSPECTIONS 8/11-22/25	GENERAL FUND	PLANNING & ZONING	1,700.00
	9/05/25	INSPECTIONS 8/25-9/5/25	GENERAL FUND	PLANNING & ZONING	2,950.00
	9/05/25	INSPECTIONS 8/25-9/5/25	GENERAL FUND	PLANNING & ZONING	2,050.00
				TOTAL:	8,650.00
METLIFE	9/01/25	SEP 2025 DENTAL INS PREMIU	GENERAL FUND	CITY ADMINISTRATION	347.43
	9/01/25	SEP 2025 DENTAL INS PREMIU	GENERAL FUND	PLANNING & ZONING	327.66
	9/01/25	SEP 2025 DENTAL INS PREMIU	GENERAL FUND	CITY HALL	159.59
	9/01/25	SEP 2025 DENTAL INS PREMIU	GENERAL FUND	POLICE DEPARTMENT	1,384.10
	9/01/25	SEP 2025 DENTAL INS PREMIU	GENERAL FUND	STREETS & TRANSPORT	939.20
	9/01/25	SEP 2025 DENTAL INS PREMIU	PARKS & RECREATION	Parks & Recreation	97.47
				TOTAL:	3,255.45
NAPA AUTO PARTS	9/09/25	PD 0W20 OIL X1 BOX	GENERAL FUND	POLICE DEPARTMENT	122.33
	8/07/25	PW 5W30 OIL X1	GENERAL FUND	STREETS & TRANSPORT	95.77
	8/26/25	PW SHOP FUSES X2	GENERAL FUND	STREETS & TRANSPORT	10.28
				TOTAL:	228.38
NCR PAYMENT SOLUTIONS, FL, LLC	8/31/25	PSI PMT PORT AUG 25	GENERAL FUND	CITY HALL	50.00
				TOTAL:	50.00
ORACLE ELEVATOR HOLDCO, INC	8/11/25	CH ELEVATOR MAINT AUG 25	GENERAL FUND	CITY HALL	159.66
	8/29/25	CH ELEVATOR MAINT SEP 25	GENERAL FUND	CITY HALL	159.66
				TOTAL:	319.32
PAYMENTECH - MERCH FEES	9/04/25	AUG2025 TYLER CITY CC FEES	GENERAL FUND	CITY HALL	182.90
				TOTAL:	182.90
PEIA	9/01/25	SEP 2025 HEALTH INS PREMIU	GENERAL FUND	CITY ADMINISTRATION	5,101.48
	9/01/25	SEP 2025 HEALTH INS PREMIU	GENERAL FUND	PLANNING & ZONING	6,264.90

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	9/01/25	SEP 2025 HEALTH INS PREMIU	GENERAL FUND	CITY HALL	4,448.92
	9/01/25	SEP 2025 HEALTH INS PREMIU	GENERAL FUND	POLICE DEPARTMENT	19,317.20
	9/01/25	SEP 2025 HEALTH INS PREMIU	GENERAL FUND	STREETS & TRANSPORT	16,182.80
	9/01/25	SEP 2025 HEALTH INS PREMIU	PARKS & RECREATION	NON-DEPARTMENTAL	21.80
	9/01/25	SEP 2025 HEALTH INS PREMIU	PARKS & RECREATION	Parks & Recreation	2,510.04
				TOTAL:	53,847.14
PITNEY BOWES PURCHASE POWER	9/16/25	CH POSTAGE AUG 25	GENERAL FUND	CITY HALL	502.25
				TOTAL:	502.25
POTOMAC EDISON	8/27/25	ELE AUG 25	GENERAL FUND	CITY HALL	1,248.34
	9/26/25	ELE SEP 25	GENERAL FUND	CITY HALL	948.26
	8/27/25	ELE AUG 25	GENERAL FUND	POLICE DEPARTMENT	587.79
	8/27/25	ELE AUG 25	GENERAL FUND	POLICE DEPARTMENT	9,832.37
	9/26/25	ELE SEP 25	GENERAL FUND	POLICE DEPARTMENT	516.42
	8/27/25	ELE AUG 25	GENERAL FUND	STREETS & TRANSPORT	330.07
	9/26/25	ELE SEP 25	GENERAL FUND	STREETS & TRANSPORT	294.80
	9/26/25	ELE SEP 25	GENERAL FUND	STREET LIGHTS	9,663.78
	8/27/25	ELE AUG 25	PARKS & RECREATION	Parks & Recreation	148.39
	8/27/25	ELE AUG 25	PARKS & RECREATION	Parks & Recreation	3,259.86
	9/26/25	ELE SEP 25	PARKS & RECREATION	Parks & Recreation	117.65
	9/26/25	ELE SEP 25	PARKS & RECREATION	Parks & Recreation	2,572.64
				TOTAL:	29,520.37
R&L LANDSCAPES, INC.	9/01/25	LANDSCAPE SEP 25	GENERAL FUND	POLICE DEPARTMENT	166.66
	9/01/25	BRIAR RUN POND AUG 25	GENERAL FUND	STREETS & TRANSPORT	400.00
	9/01/25	LANDSCAPE SEP 25	GENERAL FUND	STREETS & TRANSPORT	8,321.50
	9/01/25	LANDSCAPE SEP 25	PARKS & RECREATION	Parks & Recreation	1,475.00
	9/01/25	LANDSCAPE SEP 25	PARKS & RECREATION	Parks & Recreation	291.66
				TOTAL:	10,654.82
RCS SECURITY	8/14/25	CC REPL SMK DET 7/31/25	PARKS & RECREATION	Parks & Recreation	342.00
				TOTAL:	342.00
RUCKMAN ENGINEERING PLC	9/29/25	PRMT RVW 25-1023	GENERAL FUND	PLANNING & ZONING	200.00
				TOTAL:	200.00
SCPDC	8/25/25	MY GOV AUG 25	GENERAL FUND	PLANNING & ZONING	540.42
				TOTAL:	540.42
SHEETZ	8/31/25	COULTER FUEL 8/12-28/25	GENERAL FUND	PLANNING & ZONING	85.89
	8/31/25	MILLER FUEL 8/19-27/25	GENERAL FUND	POLICE DEPARTMENT	153.35
	8/11/25	LYNCH FUEL 8/9/25	GENERAL FUND	POLICE DEPARTMENT	46.00
	8/31/25	LUTMAN FUEL 7/31-8/28/25	GENERAL FUND	POLICE DEPARTMENT	184.44
	8/31/25	SEALANDER FUEL 8/10-23/25	GENERAL FUND	POLICE DEPARTMENT	166.24
	8/07/25	SIGULIINSKY FUEL 8/6/25	GENERAL FUND	POLICE DEPARTMENT	69.10
	8/31/25	W SILVEOUS FUEL 8/4-20/25	GENERAL FUND	STREETS & TRANSPORT	177.41
	8/31/25	HARDER FUEL 8/1-28/25	GENERAL FUND	STREETS & TRANSPORT	445.40
	8/31/25	DIX FUEL 8/6-25/25	GENERAL FUND	STREETS & TRANSPORT	116.26
	8/22/25	COOK FUEL 8/21/25	GENERAL FUND	STREETS & TRANSPORT	79.88
	8/26/25	MICHAEL FUEL 8/25/25	PARKS & RECREATION	Parks & Recreation	58.28
	8/18/25	MCCLURE FUEL 8/15/25	PARKS & RECREATION	Parks & Recreation	54.50
				TOTAL:	1,636.75
SIGNIFY NORTH AMERICA CORPORATION	7/01/25	JOSH FREE BLVD ST LIGHT	CAPITAL IMPROVEMEN	STREETS - PUBLIC WORKS	2,095.00
	7/01/25	JOSH FREE BLVD ST LIGHT	CAPITAL IMPROVEMEN	STREETS - PUBLIC WORKS	1,655.72

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	7/02/25	JOSH FREE BLVD ST LIGHT	CAPITAL IMPROVEMEN	STREETS - PUBLIC WORKS	2,095.00
	7/01/25	LED KITS, FIXTURES X16	CAPITAL IMPROVEMEN	STREETS - PUBLIC WORKS	1,655.72
	7/01/25	LED KITS, FIXTURES X16	CAPITAL IMPROVEMEN	STREETS - PUBLIC WORKS	1,875.00
	7/01/25	LED KITS, FIXTURES X16	CAPITAL IMPROVEMEN	STREETS - PUBLIC WORKS	675.00
	7/01/25	16FT POLE X1	CAPITAL IMPROVEMEN	STREETS - PUBLIC WORKS	2,095.00
	7/02/25	JOSH FREE BLVD ST LIGHT	CAPITAL IMPROVEMEN	STREETS - PUBLIC WORKS	1,655.72
	7/01/25	ST LIGHT GLOBES X5	CAPITAL IMPROVEMEN	STREETS - PUBLIC WORKS	2,975.00
				TOTAL:	16,777.16
SPECIALTY PRINTING	8/14/25	TW, KS, DA BUS CARDS X750	GENERAL FUND	MAYOR'S OFFICE	33.00
	8/14/25	TW, KS, DA BUS CARDS X750	GENERAL FUND	CITY ADMINISTRATION	33.00
	8/14/25	TW, KS, DA BUS CARDS X750	GENERAL FUND	CITY ADMINISTRATION	33.00
				TOTAL:	99.00
SUNBELT RENTALS, INC	8/19/25	PW BLDG FORKLIFT 8/4-31/2	CAPITAL IMPROVEMEN	STREETS - PUBLIC WORKS	3,865.00
				TOTAL:	3,865.00
SUNOCO	8/08/25	ARMSTRONG FUEL 8/7/25	GENERAL FUND	CITY ADMINISTRATION	20.25
	8/15/25	SWARTZ FUEL 8/14/25	GENERAL FUND	POLICE DEPARTMENT	71.95
	8/31/25	SEALANDER FUEL 8/4-25/25	GENERAL FUND	POLICE DEPARTMENT	191.47
	8/31/25	WHITE FUEL 8/5-21/25	GENERAL FUND	STREETS & TRANSPORT	145.14
	8/31/25	LONGERBEAM FUEL 8/4-26/25	GENERAL FUND	STREETS & TRANSPORT	236.62
	8/31/25	COOK FUEL 8/22-27/25	GENERAL FUND	STREETS & TRANSPORT	44.64
	8/11/25	HAWKINS FUEL 8/8/25	GENERAL FUND	STREETS & TRANSPORT	97.09
				TOTAL:	807.16
SUPERIOR LAUNDRIES INC.	8/06/25	PD & PW MATS 8/6/2025	GENERAL FUND	POLICE DEPARTMENT	23.99
	8/13/25	PD & PW MATS 8/13/2025	GENERAL FUND	POLICE DEPARTMENT	23.99
	8/20/25	PD & PW MATS 8/20/2025	GENERAL FUND	POLICE DEPARTMENT	23.99
	8/27/25	PD & PW MATS 8/27/2025	GENERAL FUND	POLICE DEPARTMENT	23.99
	8/06/25	PD & PW MATS 8/6/2025	GENERAL FUND	STREETS & TRANSPORT	16.33
	8/13/25	PD & PW MATS 8/13/2025	GENERAL FUND	STREETS & TRANSPORT	16.33
	8/20/25	PD & PW MATS 8/20/2025	GENERAL FUND	STREETS & TRANSPORT	16.33
	8/27/25	PD & PW MATS 8/27/2025	GENERAL FUND	STREETS & TRANSPORT	16.33
				TOTAL:	161.28
T-MOBILE	8/21/25	CELL PHONE AUG 25	GENERAL FUND	CITY ADMINISTRATION	42.97
	9/21/25	CELL PHONE SEP 25	GENERAL FUND	CITY ADMINISTRATION	42.97
	8/21/25	CELL PHONE AUG 25	GENERAL FUND	PLANNING & ZONING	65.74
	9/21/25	CELL PHONE SEP 25	GENERAL FUND	PLANNING & ZONING	65.74
	8/21/25	CELL PHONE AUG 25	GENERAL FUND	CITY HALL	246.27
	9/21/25	CELL PHONE SEP 25	GENERAL FUND	CITY HALL	246.27
	8/21/25	CELL PHONE AUG 25	GENERAL FUND	POLICE DEPARTMENT	84.94
	9/21/25	CELL PHONE SEP 25	GENERAL FUND	POLICE DEPARTMENT	70.79
	8/21/25	CELL PHONE AUG 25	GENERAL FUND	STREETS & TRANSPORT	348.90
	9/21/25	CELL PHONE SEP 25	GENERAL FUND	STREETS & TRANSPORT	348.90
	8/21/25	CELL PHONE AUG 25	PARKS & RECREATION	Parks & Recreation	32.87
	8/21/25	CELL PHONE AUG 25	PARKS & RECREATION	Parks & Recreation	32.87
	9/21/25	CELL PHONE SEP 25	PARKS & RECREATION	Parks & Recreation	32.87
	9/21/25	CELL PHONE SEP 25	PARKS & RECREATION	Parks & Recreation	32.87
				TOTAL:	1,694.97
TARGET	8/14/25	KICKBALL SCHOOL SUPPLY DRI	GENERAL FUND	CITY ADMINISTRATION	303.17
	8/14/25	KICKBALL SCHOOL SUPPLY DRI	GENERAL FUND	CITY ADMINISTRATION	570.19
				TOTAL:	873.36

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
TEK ADVISORS LLC	9/01/25	COMP MAINT SEP 25	GENERAL FUND	CITY HALL	7,143.22
	9/01/25	COMP MAINT SEP 25	GENERAL FUND	CITY HALL	2,069.00
	9/01/25	COMP MAINT SEP 25	GENERAL FUND	POLICE DEPARTMENT	95.00
	9/01/25	COMP MAINT SEP 25	PARKS & RECREATION	Parks & Recreation	83.74
				TOTAL:	9,390.96
TIMOTHY P. STRANKO, ESQ	9/12/25	LEGAL RETAINER SEP 25	GENERAL FUND	CITY HALL	4,500.00
				TOTAL:	4,500.00
TRACTOR SUPPLY	8/19/25	PW CASES OF WATER X7	GENERAL FUND	STREETS & TRANSPORT	38.43
	8/07/25	PW PLIERS, WRENCH SET	GENERAL FUND	STREETS & TRANSPORT	55.56
	8/25/25	PW SHOP METAL	GENERAL FUND	STREETS & TRANSPORT	49.98
				TOTAL:	143.97
TRAVELERS INSURANCE	9/11/25	TRAVELERS 7/1/25-7/1/26	GENERAL FUND	CITY HALL	27,539.75
	9/11/25	TRAVELERS 7/1/25-7/1/26	GENERAL FUND	CITY HALL	2,107.75
	9/11/25	TRAVELERS 7/1/25-7/1/26	GENERAL FUND	CITY HALL	12,153.00
	9/11/25	TRAVELERS 7/1/25-7/1/26	GENERAL FUND	CITY HALL	18,458.75
	9/11/25	TRAVELERS 7/1/25-7/1/26	GENERAL FUND	CITY HALL	130.00
	8/29/25	PD LYNCH CLAIM F4C2189	GENERAL FUND	POLICE DEPARTMENT	245.50
				TOTAL:	60,634.75
TROPHIES PLUS	9/12/25	PD POLO SHIRTS X7	GENERAL FUND	POLICE DEPARTMENT	58.00
	9/12/25	PD POLO SHIRTS X7	GENERAL FUND	POLICE DEPARTMENT	78.00
	9/12/25	PD POLO SHIRTS X7	GENERAL FUND	POLICE DEPARTMENT	70.00
	9/12/25	PD POLO SHIRTS X7	GENERAL FUND	POLICE DEPARTMENT	35.00
				TOTAL:	241.00
TRUIST MERCHANT SERVICES	9/15/25	AUG2025 PD OFFLINE CC FEES	GENERAL FUND	CITY HALL	246.01
				TOTAL:	246.01
TYLER TECHNOLOGIES	9/01/25	ANL SUB 10/1/25-9/30/26	GENERAL FUND	CITY HALL	1,080.00
	9/01/25	ANL SUB 10/1/25-9/30/26	GENERAL FUND	CITY HALL	14,881.55
	9/01/25	ANL SUB 10/1/25-9/30/26	GENERAL FUND	CITY HALL	5,622.75
	9/01/25	ANL SUB 10/1/25-9/30/26	GENERAL FUND	CITY HALL	1,102.50
	9/01/25	ANL SUB 10/1/25-9/30/26	GENERAL FUND	CITY HALL	5,070.40
	9/01/25	ANL SUB 10/1/25-9/30/26	GENERAL FUND	CITY HALL	2,823.50
				TOTAL:	30,580.70
ULINE	9/09/25	FILE CABINETS FINANCE X3	GENERAL FUND	CITY HALL	2,224.33
				TOTAL:	2,224.33
UNITED WAY OF THE EASTERN PANHANDLE	9/02/25	AUG 25 TEEN CRT REMIT	GENERAL FUND	POLICE DEPARTMENT	236.32
				TOTAL:	236.32
US BANK	8/31/25	AUG2025 PCARD STMT PYMT	GENERAL FUND	NON-DEPARTMENTAL	52,226.04
				TOTAL:	52,226.04
VISION SERVICE PLAN	9/01/25	SEP 2025 VISION INS PREMIU	GENERAL FUND	CITY ADMINISTRATION	59.32
	9/01/25	SEP 2025 VISION INS PREMIU	GENERAL FUND	PLANNING & ZONING	67.20
	9/01/25	SEP 2025 VISION INS PREMIU	GENERAL FUND	CITY HALL	35.67
	9/01/25	SEP 2025 VISION INS PREMIU	GENERAL FUND	POLICE DEPARTMENT	281.29
	9/01/25	SEP 2025 VISION INS PREMIU	GENERAL FUND	STREETS & TRANSPORT	188.57
	9/01/25	SEP 2025 VISION INS PREMIU	PARKS & RECREATION	Parks & Recreation	24.51
				TOTAL:	656.56

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
VITAL SIGNS INC.	8/26/25	ENVLPS X5000, MAYR CAR SIG	GENERAL FUND	MAYOR'S OFFICE	90.00
	8/26/25	ENVLPS X5000, MAYR CAR SIG	GENERAL FUND	CITY HALL	950.00
				TOTAL:	1,040.00
WALMART	8/04/25	PD SUPPLIES	GENERAL FUND	POLICE DEPARTMENT	13.50
	8/04/25	PD SUPPLIES	GENERAL FUND	POLICE DEPARTMENT	14.99
	8/04/25	PD SUPPLIES	GENERAL FUND	POLICE DEPARTMENT	59.99
	8/18/25	PD SUPPLIES	GENERAL FUND	POLICE DEPARTMENT	16.47
	8/18/25	PD SUPPLIES	GENERAL FUND	POLICE DEPARTMENT	16.73
	8/18/25	PD SUPPLIES	GENERAL FUND	POLICE DEPARTMENT	18.08
	8/18/25	PD SUPPLIES	GENERAL FUND	POLICE DEPARTMENT	11.98
				TOTAL:	151.74
WEIS	8/31/25	SIGULINSKY FUEL 8/3-26/25	GENERAL FUND	POLICE DEPARTMENT	230.18
	8/06/25	NAT NIGHT OUT HOTDOGS X384	GENERAL FUND	POLICE DEPARTMENT	93.33
				TOTAL:	323.51
WEST VIRGINIA AMERICAN WATER	8/14/25	MF WATER 7/2-8/1/25	PARKS & RECREATION	Parks & Recreation	114.28
	8/14/25	MF IRRIGATION WATER 7/2-8/	PARKS & RECREATION	Parks & Recreation	1,000.00
	8/14/25	MF IRRIGATION WATER 7/2-8/	PARKS & RECREATION	Parks & Recreation	998.69
				TOTAL:	2,112.97
WV STATE TREASURER'S OFFICE	9/02/25	AUG2025 COURT FEE REMIT	GENERAL FUND	POLICE DEPARTMENT	1,698.16
				TOTAL:	1,698.16
WVCMA	8/26/25	TW CITY MNGT DUES 25-26	GENERAL FUND	CITY ADMINISTRATION	50.00
				TOTAL:	50.00
**PAYROLL EXPENSES	9/01/2025 - 9/30/2025		GENERAL FUND	MAYOR'S OFFICE	1,000.00
			GENERAL FUND	CITY COUNCIL	5,000.04
			GENERAL FUND	CITY ADMINISTRATION	19,483.71
			GENERAL FUND	POLICE JUDGE'S OFFICE	1,900.00
			GENERAL FUND	PLANNING & ZONING	28,348.24
			GENERAL FUND	CITY HALL	20,473.28
			GENERAL FUND	POLICE DEPARTMENT	120,258.83
			GENERAL FUND	STREETS & TRANSPORT	49,595.31
			PARKS & RECREATION	Parks & Recreation	16,743.68
				TOTAL:	262,803.09

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT

========== FUND TOTALS ==========	
001 GENERAL FUND	737,467.50
201 CAPITAL IMPROVEMENT	124,126.93
900 PARKS & RECREATION	49,327.71
GRAND TOTAL:	910,922.14

TOTAL PAGES: 14

SELECTION CRITERIA

SELECTION OPTIONS

VENDOR SET: 01-City of Ranson, WV
VENDOR: All
CLASSIFICATION: All
BANK CODE: All
ITEM DATE: 0/00/0000 THRU 99/99/9999
ITEM AMOUNT: 99,999,999.00CR THRU 99,999,999.00
GL POST DATE: 0/00/0000 THRU 99/99/9999
CHECK DATE: 9/01/2025 THRU 9/30/2025

PAYROLL SELECTION

PAYROLL EXPENSES: YES
EXPENSE TYPE: GROSS
CHECK DATE: 9/01/2025 THRU 9/30/2025

PRINT OPTIONS

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

PACKET OPTIONS

INCLUDE REFUNDS: YES
INCLUDE OPEN ITEM:NO

FY 2026
General Fund Budget
September 2025 Financials

25% through Budget Year

	Current Budget FY2026 9-16-2025	Year to Date	Budget Balance	% of Budget Received
FY25 Carryover Fund Balance	*3,983,532*	*3,983,532*	-	100%
Revenue Summary				
Taxes	5,579,988	995,854	(4,584,134)	18%
Fines & Forfeitures	400,000	42,291	(357,709)	11%
Licenses & Permits	906,000	182,854	(723,146)	20%
Intergovernmental	525,000	1,762	(523,238)	0%
Miscellaneous	66,500	7,992	(58,508)	12%
Total Revenues	***11,461,020***	***5,214,285***	***(6,246,735)***	***45%***
Expenditure Summary				
Mayor's Office	17,560	4,809	12,751	27%
City Council	73,300	19,038	54,262	26%
City Administrator	596,515	123,022	473,493	21%
Police Judge's Office	51,300	6,136	45,164	12%
Contribution to Commissions	348,000	-	348,000	0%
Regional Development Authority	9,400	9,399	1	100%
Planning & Zoning	1,182,650	229,587	953,063	19%
Elections	11,500	27	11,473	0%
City Hall	1,307,000	382,914	924,086	29%
Contribution/Transfer	1,200,160	-	1,200,160	0%
Contingency	1,146,102	-	1,146,102	0%
Police Department	3,096,950	602,863	2,494,087	19%
Streets Department	1,446,550	342,481	1,104,069	24%
Street Lights	130,000	29,065	100,935	22%
Parks & Recreation	594,033	55,921	538,112	9%
Convention & Visitor's Bureau	250,000	55,921	194,079	22%
Total Expenditures	***11,461,020***	***1,861,184***	***9,599,836***	***16%***
Revenue Over Expenses		***3,353,101***		

FY 2026 General Fund Budget Revenues

Account Number	*Description*	*Current Budget FY2026 9-16-2025*	*Jul-25*	*Aug-25*	*Sep-25*	*Year to Date*	*Budget Balance*	*% of Budget Received*
	FY25 Carryover Fund Balance	3,983,532	2,562,464	1,421,068	-	3,983,532	-	*100%*
001.301.100	Ad Valorem Tax Current Year	1,743,738	-	56,052	687,015	743,067	1,000,671	*43%*
001.301.102	Property Tax Prior Years	125,000	-	14,860	15,585	30,445	94,555	*24%*
001.301.106	Supplemental Taxes	50,000	-	6,271	3,873	10,144	39,856	*20%*
001.302.100	Tax Penalties and Interest	20,000	-	1,803	1,162	2,965	17,035	*15%*
001.303.100	Gas and Oil Severance Tax Current Year	20,000	-	-	-	-	20,000	*0%*
001.304.100	Utility Tax	300,000	-	9,606	44,482	54,088	245,912	*18%*
001.305.100		2,750,000	-	-	42,375	42,375	2,707,625	*2%*
001.306.100	Wine and Liquor Tax	70,000	-		-	-	70,000	*0%*
001.307.100	Animal Tax	1,250	-	689	240	929	321	*74%*
001.308.100	Hotel/Motel Tax	500,000	-	52,520	59,321	111,841	388,159	*22%*
001.320.100	Fines, Fees, and Court Costs	400,000	18,808	9,465	13,968	42,241	357,759	*11%*
001.321.100	Parking Tickets	-	25	25	-	50	(50)	*N/A*
001.325.100	Business Licenses	30,000	5,270	2,937	900	9,107	20,893	*30%*
001.326.100	Building Permits	750,000	60,285	68,164	41,271	169,720	580,280	*23%*
001.328.100	Franchise Tax	45,000	-	-	-	-	45,000	*0%*
001.329.100	Rental Registration	1,000	100	40	20	160	840	*16%*
001.330.100	IRP Fees	80,000	-	3,867	-	3,867	76,133	*5%*
001.369.100	Contributions from Other Funds (Sales Tax)	500,000	-	-	-	-	500,000	*0%*
001.374.100	Payroll Reimbursement	25,000	-	-	1,762	1,762	23,238	*7%*
001.380.100	Interest Gained on Investments	25,000	2,379	-	3	2,382	22,618	*10%*
001.382.100	Refunds & Rebates	25,000	211	-	-	211	24,789	*1%*
001.383.100	Sale of Fixed Asset	5,000	-	-	-	-	5,000	*0%*
001.386.100	Insurance Claim	5,000	-	2,416	643	3,058	1,942	*61%*
001.389.100	Accident Reports	5,000	460	340	320	1,120	3,880	*22%*
001.399.100.	Miscellaneous	1,000	-	-	1,000	1,000	-	*100%*
001.399.102	Yard Sale Fees	250	40	55	75	170	80	*68%*
001.399.103	Fingerprint Fee	250	15	10	25	50	200	*20%*
	Total Revenues	***11,461,020***	***2,650,057***	***1,650,188***	***914,039***	***5,214,285***	***6,246,735***	***45%***

FY 2026 General Fund Budget Expenditures

Account Number	*Description*	*Current Budget FY2026 7-15-2025*	*Jul-25*	*Aug-25*	*Sep-25*	*Year-to-date*	*Budget Balance*	*Percent of Budget Expended*
409 - Mayor's Office								
001.409.101	Mayor Salary	12,000	1,000	1,000	1,000	3,000	9,000	25%
001.409.104	Mayor FICA	960	77	77	77	230	731	24%
001.409.214	Mayor Travel	2,000	450	492	-	942	1,058	47%
001.409.226	Mayor Insurance Bonds	100	-	-	-	-	100	0%
001.409.230	Mayor Contracted Services	500	-	-	-	-	500	0%
001.409.341	Mayor Departmental Supplies	1,500	515	123	-	638	862	43%
001.409.568	Mayor Contributions	500		-	-	-	500	0%
	Total	**17,560**	**2,041**	***1,692***	***1,077***	***4,809***	***12,751***	***27%***
410 - City Council								
001.410.101	City Council Salary (6 members)	60,000	4,167	5,000	5,000	14,167	45,833	24%
001.410.104	City Council FICA	4,800	319	383	383	1,084	3,716	23%
001.410.214	City Council Travel	6,000	1,700	1,576	-	3,276	2,724	55%
001.410.230	City Council Contracted Services	500	-	-	-	-	500	0%
001.410.341	City Council Departmental Supplies	2,000	-	472	40	512	1,489	26%
	Total	**73,300**	**6,185**	**7,431**	**5,422**	**19,038**	**54,262**	**26%**
412 - City Administration Office								
001.412.103	City Administration Salary (4 FT employees)	343,000	17,885	34,502	19,484	71,870	271,130	21%
001.412.104	City Administration FICA	26,765	1,430	2,741	1,558	5,729	21,036	21%
001.412.105	City Administration Insurance	94,000	5,890	5,732	5,732	17,354	76,646	18%
001.412.106	City Administration Retirement	33,500	1,789	2,923	1,948	6,660	26,840	20%
001.412.211	City Administration Phone	1,500	43	43	43	129	1,371	9%
001.412.214	City Administration Travel	4,000	-	902	826	1,728	2,272	43%
001.412.220	City Administration Ads/Legal Publications	2,500	-	-	-	-	2,500	0%
001.412.221	City Administration Training	2,500	600	-	1,788	2,388	112	96%
001.412.222	City Administration Dues and Subscriptions	3,500	251	196	21	469	3,031	13%
001.412.223	City Administration Professional Services	25,000	189	189	189	567	24,433	2%
001.412.226	City Administration Insurance and Bonds	250	-	-	-	-	250	0%
001.412.230	City Administration Contracted Services	20,000	-	-	-	-	20,000	0%
001.412.341	City AdminIstration Supplies and Materials	5,000	9	465	1,546	2,021	2,979	40%
001.412.343	City Administration Gas Oil Tires	500	87	112	-	199	301	40%
001.412.345	City Administration Uniforms	2,000	-	-	-	-	2,000	0%
001.412.353	City Administration Computer Software	32,500	11,184	2,697	27	13,908	18,592	43%
	Total	**596,515**	**39,357**	**50,502**	***33,163***	***123,022***	***473,493***	***21%***

FY 2026 General Fund Budget Expenditures

Account Number	*Description*	*Current Budget FY2026 7-15-2025*	*Jul-25*	*Aug-25*	*Sep-25*	*Year-to-date*	*Budget Balance*	*Percent of Budget Expended*
416 - Police Judge's Office								
001.416.103	Police Judge Salary (2 Mags; 1 Prosecutor)	25,000	1,900	1,900	1,900	5,700	19,300	23%
001.416.104	Police Judge FICA	2,000	145	145	145	436	1,564	22%
001.416.211	Police Judge/Court Phone	5,000	-	-	-	-	5,000	0%
001.416.213	Police Judge/Court Utilities	5,000	-	-	-	-	5,000	0%
001.416.215	Police Judge/Court Building Maintenance/Repairs	2,500	-	-	-	-	2,500	0%
001.416.219	Police Judge/Court Equip Rentals	3,500	-	-	-	-	3,500	0%
001.416.223	Police Judge Professional Services	7,000	-	-	-	-	7,000	0%
001.416.226	Police Judge Insurance & Bond	300	-	-	-	-	300	0%
001.416.341	Police Judge/Court Supplies	1,000	-	-	-	-	1,000	0%
	Total	**51,300**	**2,045**	***2,045***	***2,045***	***6,136***	***45,164***	***12%***
424 - Contributions								
001.424.568	*Contributions - Dispersed*							
	PANTRAN	15,000	-	-	-	-	15,000	0%
	Ranson Bus Route Funding Contribution	200,000	-	-	-	-	200,000	0%
	Independent Fire Dept	54,000	-	-	-	-	54,000	0%
	Citizen Fire Dept.	14,000	-	-	-	-	14,000	0%
	Charles Town Library	5,000	-	-	-	-	5,000	0%
	Jefferson County P&R - Fireworks	5,000	-	-	-	-	5,000	0%
	Mini-Grant Program	50,000	-	-	-	-	50,000	0%
	Community Sponsorship	5,000	-	-	-	-	5,000	0%
	Total	**348,000**	**-**	**-**	**-**	**-**	***348,000***	***0%***
435 - Regional Development Authority								
001.435.222	Region 9 Planning & Development Council	**9,400**	9,399	-	-	9,399	1	100%

FY 2026 General Fund Budget Expenditures

Account Number	*Description*	*Current Budget FY2026 7-15-2025*	*Jul-25*	*Aug-25*	*Sep-25*	*Year-to-date*	*Budget Balance*	*Percent of Budget Expended*
437 - Planning and Zoning								
001.437.103	Planning & Zoning Salary (7 FT employees)	501,000	26,937	42,385	28,305	97,627	403,373	19%
001.437.104	Planning and Zoning FICA	40,150	2,172	3,358	2,238	7,768	32,382	19%
001.437.105	Planning and Zoning Insurance	134,000	7,293	7,030	7,030	21,353	112,647	16%
001.437.106	Planning and Zoning Retirement	45,500	2,391	3,768	2,517	8,676	36,824	19%
001.437.108	Planning and Zoning Overtime/Extra Help	5,000	110	154	43	307	4,693	6%
001.437.110	Planning and Zoning Fringe Benefits	750	500	-	-	500	250	67%
001.437.211	Planning and Zoning Telephone	2,000	66	66	66	197	1,803	10%
001.437.214	Planning and Zoning Travel	3,000	-	-	-	-	3,000	0%
001.437.217	Planning and Zoning Vehicle Repair	500	-	-	-	-	500	0%
001.437.218	Planning and Zoning Postage	5,000	-	-	-	-	5,000	0%
001.437.220	Planning and Zoning Legal Publications	4,000	514	82	153	749	3,251	19%
001.437.221	Planning and Zoning Training	10,000	97	-	28	125	9,875	1%
001.437.222	Planning and Zoning Dues and Subscriptions	1,500	100	-	405	505	995	34%
001.437.223	Planning and Zoning Professional Services	400,000	32,087	37,241	20,012	89,341	310,659	22%
001.437.226	Planning and Zoning Insurance & Bonds	250	-	-	-	-	250	0%
001.437.230	Planning and Zoning Contracted Services	1,000	7	12	7	26	975	3%
001.437.341	Planning and Zoning Supplies and Materials	10,000	335	-	201	537	9,463	5%
001.437.343	Planning and Zoning Gas, Oil, Tires	2,500	84	86	86	256	2,244	10%
001.437.345	Planning and Zoning Uniforms	3,500	-	-	-	-	3,500	0%
001.437.353	Planning and Zoning Computer Software	13,000	540	540	540	1,621	11,379	12%
	Total	**1,182,650**	**73,233**	***94,723***	***61,632***	***229,587***	***953,063***	***19%***
438 - Elections								
001.438.220	Elections Advertising	750	27	-	-	27	723	4%
001.438.230	Elections Contracted Services (Poll workers)	7,000	-	-	-	-	7,000	0%
001.438.341	Elections Supplies and Materials	3,750	-	-	-	-	3,750	0%
	Total	**11,500**	**27**	**-**	**-**	**27**	**11,473**	**0%**

FY 2026 General Fund Budget Expenditures

Account Number	*Description*	*Current Budget FY2026 7-15-2025*	*Jul-25*	*Aug-25*	*Sep-25*	*Year-to-date*	*Budget Balance*	*Percent of Budget Expended*
440 - City Hall								
001.440.103	City Hall Salary (4 FT employees)	270,000	19,128	30,710	20,473	70,312	199,688	26%
001.440.104	City Hall FICA	21,500	1,536	2,467	1,645	5,648	15,852	26%
001.440.105	City Hall Insurance	72,000	5,121	4,911	4,911	14,944	57,056	21%
001.440.106	City Hall Retirement	27,000	1,913	3,071	2,047	7,031	19,969	26%
001.440.108	City Hall Overtime / Extra Help	5,000	-	-	-	-	5,000	0%
001.440.211	City Hall Telephone	25,000	1,583	1,820	1,863	5,267	19,733	21%
001.440.212	City Hall Printing	7,500	83	106	76	265	7,235	4%
001.440.213	City Hall Utilities	25,000	1,141	1,421	1,112	3,673	21,327	15%
001.440.214	City Hall Travel	2,000	-	-	-	-	2,000	0%
001.440.215	City Hall Maintenance / Repair Building	15,000	1,578	1,033	502	3,113	11,887	21%
001.440.216	City Hall Maintenance / Repair Equipment	500	-	-	-	-	500	0%
001.440.217	City Hall Vehicle Repair	500	-	25	-	25	475	5%
001.440.218	City Hall Postage / Meter	7,000	-	401	742	1,143	5,857	16%
001.440.219	City Hall Building and Equipment Rents	11,000	835	513	1,007	2,354	8,646	21%
001.440.220	City Hall Advertising / Legal Publications	5,000	-	138	50	188	4,812	4%
001.440.221	City Hall Training	5,000	-	-	58	58	4,942	1%
001.440.222	City Hall Dues and Subscriptions	10,000	2,126	-	-	2,126	7,874	21%
001.440.223	City Hall Professional Services	100,000	4,500	4,500	4,500	13,500	86,500	14%
001.440.224	City Hall Audit Costs	40,000	-	-	-	-	40,000	0%
001.440.226	City Hall Insurance and Bonds (Travelers)	298,500	70,568	2,154	71,569	144,291	154,210	48%
001.440.230	City Hall Contracted Services	160,000	13,666	13,881	12,136	39,683	120,317	25%
001.440.232	City Hall Bank Charges	65,000	10,851	4,198	3,287	18,336	46,664	28%
001.440.341	City Hall Supplies and Materials	30,000	738	1,159	2,509	4,406	25,594	15%
001.440.343	City Hall Oil, Gas & Tires	500	-	-	-	-	500	0%
001.440.345	City Hall Uniforms	2,000	-	-	-	-	2,000	0%
001.440.353	City Hall Computer Software	100,000	8,168	6,000	30,581	44,749	55,251	45%
001.440.570	City Hall Miscellaneous Fees	2,000	1,804	-	-	1,804	196	90%
	Total	**1,307,000**	**145,340**	***78,507***	***159,067***	***382,914***	***924,086***	***29%***
444 - Contributions to Other Funds								
1.444.566	Contributions to Others Funds							
	Municipal Capital Improvement	1,200,160	-	-	-	-	1,200,160	0%
	Total	**1,200,160**	**-**	**-**	**-**	**-**	***1,200,160***	***0%***
699 - Contingencies								
1.699.000	Contingencies	1,146,102	-	-	-	-	1,146,102	0%
	Total	**1,146,102**	**-**	**-**	**-**	**-**	***1,146,102***	***0%***

FY 2026 General Fund Budget Expenditures

Account Number	*Description*	*Current Budget FY2026 7-15-2025*	*Jul-25*	*Aug-25*	*Sep-25*	*Year-to-date*	*Budget Balance*	*Percent of Budget Expended*
700 - Police								
001.700.103	Police Salary (19 FT Officers & 2 FT Admin + RR)	1,750,000	109,829	149,424	107,001	366,254	1,383,746	21%
001.700.104	Police FICA	145,500	10,088	12,899	9,565	32,553	112,947	22%
001.700.105	Police Insurance	442,000	24,152	24,033	22,247	70,433	371,567	16%
001.700.106	Police Retirement	163,500	9,242	14,942	9,970	34,154	129,346	21%
001.700.108	Police Overtime / Extra Help	150,000	17,638	12,043	10,507	40,188	109,812	27%
001.700.110	Police Fringe Benefits	4,750	-	-	2,750	2,750	2,000	58%
001.700.211	Police Telephone	7,500	460	434	434	1,328	6,172	18%
001.700.212	Police Printing	500	-	-	-	-	500	0%
001.700.213	Police Utilities	22,500	703	644	1,011	2,358	20,142	10%
001.700.214	Police Travel	10,000	-	-	115	115	9,885	1%
001.700.215	Police Maintenance / Repair Building	2,500	-	-	-	-	2,500	0%
001.700.216	Police Maintenance / Repair Equipment	1,000	-	-	-	-	1,000	0%
001.700.217	Police Vehicle Maintenance	30,000	3,935	1,874	4,356	10,165	19,835	34%
001.700.218	Police Postage	1,000	31	37	3	71	929	7%
001.700.219	Police Building and Equipment Rents	7,000	434	417	417	1,268	5,732	18%
001.700.220	Police Advertising / Legal Publication	3,000	-	-	-	-	3,000	0%
001.700.221	Police Training	10,000	-	150	975	1,125	8,875	11%
001.700.222	Police Dues and Subscriptions	1,500	-	-	-	-	1,500	0%
001.700.223	Police Professional Services	32,500	-	246	484	730	31,770	2%
001.700.226	Police Insurance and Bonds	200	-	-	-	-	200	0%
001.700.230	Police Contracted Services	30,000	3,189	1,249	1,350	5,789	24,211	19%
001.700.233	Police Investigation Fees	1,000	-	-	-	-	1,000	0%
001.700.235	Police Remittance of Fees Collected	100,000	436	3,049	1,934	5,419	94,581	5%
001.700.341	Police Supplies and Materials	25,000	375	194	647	1,216	23,784	5%
001.700.343	Police Gas Oil Tires	75,000	2,420	2,584	3,641	8,645	66,355	12%
001.700.345	Police Uniforms	50,000	81	150	4,930	5,161	44,839	10%
001.700.353	Police Software	31,000	-	13,141	-	13,141	17,859	42%
	Total	**3,096,950**	**183,013**	**237,511**	***182,339***	***602,863***	***2,494,087***	***19%***

FY 2026 General Fund Budget Expenditures

Account Number	*Description*	*Current Budget FY2026 7-15-2025*	*Jul-25*	*Aug-25*	*Sep-25*	*Year-to-date*	*Budget Balance*	*Percent of Budget Expended*
750 - Streets								
001.750.103	Streets Salary (10 FT employees)	683,000	68,214	74,393	49,595	192,202	490,798	28%
001.750.104	Streets FICA	54,000	5,547	5,918	3,928	15,393	38,607	29%
001.750.105	Streets Insurance	229,000	18,392	18,073	17,967	54,433	174,567	24%
001.750.106	Streets Retirement	66,000	4,625	7,289	4,860	16,774	49,226	25%
001.750.108	Streets Overtime / Extra Help	17,500	158	346	-	503	16,997	3%
001.750.110	Streets Fringe Benefits	2,500	2,500	-	-	2,500	-	100%
001.750.211	Streets Telephone	6,750	498	498	498	1,495	5,255	22%
001.750.213	Streets Utilities	10,000	570	694	601	1,864	8,136	19%
001.750.214	Streets Travel	1,000	-	-	-	-	1,000	0%
001.750.215	Streets Maintenance / Repair Building	5,000	-	-	-	-	5,000	0%
001.750.216	Streets Maintenance / Repair Equipment	15,000	40	-	433	473	14,527	3%
001.750.217	Streets Maintenance / Repair Vehicles	20,000	749	99	67	914	19,086	5%
001.750.219	Streets Building and Equipment Rents	5,000	139	134	132	404	4,596	8%
001.750.221	Streets Training	2,500	168	-	-	168	2,333	7%
001.750.222	Streets Dues	500	-	-	-	-	500	0%
001.750.223	Streets Professional Services	500	-	-	-	-	500	0%
001.750.226	Streets Insurance and Bonds	300	-	-	-	-	300	0%
001.750.230	Streets Contracted Services	216,000	10,845	10,440	10,321	31,606	184,394	15%
001.750.341	Streets Supplies and Materials	65,000	10,333	3,740	1,838	15,910	49,090	24%
001.750.343	Streets Gas Oil Tires	30,000	2,605	1,639	2,109	6,354	23,647	21%
001.750.345	Streets Uniforms	10,000	-	-	-	-	10,000	0%
001.750.353	Streets Software	7,000	1,488	-	-	1,488	5,512	21%
	Total	**1,446,550**	**126,870**	***123,264***	***92,348***	***342,481***	***1,104,069***	***24%***
751 - Street Lights								
001.751.213	Street Lights - Utilities	130,000	9,457	9,889	9,720	29,065	100,935	22%
	Total	**130,000**	**9,457**	**9,889**	***9,720***	***29,065***	***100,935***	***22%***

FY 2026 General Fund Budget Expenditures

Account Number	*Description*	*Current Budget FY2026 7-15-2025*	*Jul-25*	*Aug-25*	*Sep-25*	*Year-to-date*	*Budget Balance*	*Percent of Budget Expended*
900 - Parks & Recreation								
001.900.568	Parks & Recreation Pass through Hotel Tax	250,000	-	26,260	29,660	55,921	194,079	22%
001.900.568.001	Parks & Recreation Operational Contribution	344,033	-	-	-	-	344,033	0%
	Total	***594,033***	***-***	***26,260***	***29,660***	***55,921***	***538,112***	***9%***
901 - Convention & Visitors Bureau (CVB)								
001.901.568	CVB Pass through Hotel Tax	250,000	-	26,260	29,660	55,921	194,079	22%
	Total	**250,000**	***-***	***26,260***	***29,660***	***55,921***	***194,079***	***22%***
	Total Expenses	***11,461,020***	***596,967***	***658,083***	***606,134***	***1,861,184***	***9,599,836***	***16%***
	Revenue Over Expenses	***-***	***2,053,090***	***992,106***	***307,905***	***3,353,101***		

CITY OF RANSON
CAPITAL FUND BUDGET
FY2026 - September 30, 2025
25% through Budget Year

	FY26 CURRENT BUDGET 9-16-25	*JULY 2025*	*AUG 2025*	*SEPT 2025*	*YEAR TO DATE*	*Budget Balance*	*% Budget Rcvd/Spent*
Carryover Balance	10,802,346	-	10,802,346	-	10,802,346	-	100%
201.350.100 City Service Fees	300,000	39,000	48,000	32,000	119,000	181,000	40%
201.369.100 Contributions from Other Funds	722,602	-	-	-	-	722,602	0%
201.376.000 Table Games Income	190,000	-	19,849	16,528	36,376	153,624	19%
201.380.100 Interest Income	85,000	10,038	1,989	1,948	13,974	71,026	16%
201.397.100 Video Lottery Income	650,000	-	1,091	44,834	45,924	604,076	7%
TOTAL REVENUES	***12,749,948***	***49,038***	***10,873,274***	***95,309***	***11,017,621***	***1,732,327***	***86%***
EXPENDITURES							
Bank Charges	250	18	19	-	37	213	15%
201.975.459 GENERAL GOVERNMENT CAPITAL EXPENSES							
Computer Replacement Program (201-975.459.001)	100,000	-	-	-	-	100,000	0%
Condemnation of Properties (201-975.459.002)	25,000	-	-	-	-	25,000	0%
Total - General Government	*125,250*	*18*	*19*	-	*37*	*125,213*	*0%*
201.976.459 PUBLIC SAFETY CAPITAL EXPENSES							
3 Patrol Vehicles (201-976.459.001)	168,000	-	-	-	-	168,000	0%
Equipment for Patrol Vehicles (201-976.459.002)	75,000	-	-	-	-	75,000	0%
Three In-Car Camera Systems (201-976.459.002)	37,500	-	-	-	-	37,500	0%
Three CAD units (201-976.459.002)	10,000	-	-	-	-	10,000	0%
E-Ticketing (201-976.459.003)	8,000	-	-	-	-	8,000	0%
Radios (201-976.459.003)	15,000	-	-	-	-	15,000	0%
Radars (201-976.459.003)	7,500	-	-	-	-	7,500	0%
Tasers (201-976.459.003)	15,000	-	-	-	-	15,000	0%
Existing Police Dept Improvements (201-976.459.005)	100,000	-	-	-	-	100,000	0%
New Police Department Building (201-976.459.005)	750,000	-	-	-	-	750,000	0%
Total - Public Safety	*1,186,000*	-	-	-	-	*1,186,000*	*0%*

CITY OF RANSON
CAPITAL FUND BUDGET
FY2026 - September 30, 2025

25% through Budget Year

	FY26 CURRENT BUDGET 9-16-25	*JULY 2025*	*AUG 2025*	*SEPT 2025*	*YEAR TO DATE*	*Budget Balance*	*% Budget Rcvd/Spent*
201.977.459 STREET & TRANSPORTATION CAPITAL EXPENSES							
Street Construction & Repairs							
5th Avenue Streetscape (201-977.459.016)	1,300,000	-	-	-	-	1,300,000	0%
Stormwater Engineering/Repairs							
SWM/Engineering & Construction	50,000	-	-	-	-	50,000	0%
SWM/Engineering (Mildred) - Design (201-977.459.012)	300,000	-	-	-	-	300,000	0%
Miscellaneous Other Capital Projects							
City Hall Roof (201-977.459.011)	20,000	-	-	-	-	20,000	0%
Trifecta Place (201-977.459.013)	500,000	-	-	-	-	500,000	0%
PW Capital Budget Items							
Street Preservation (Asphalt Overlay) (201-977.459.001)	300,000	-	-	-	-	300,000	0%
Alley Construction & Preservation (201-977.459.002)	50,000	-	-	1,000	1,000	49,000	2%
Sidewalk & Curb Replacement (201-977.459.003)	100,000	-	-		-	100,000	0%
Street Design/Engineering (201-977.459.004)	50,000	-	96		96	49,904	0%
Street Light Replacement (201-977.459.005)	75,000	16,777	-		16,777	58,223	22%
2 Ford Trucks (201-977.459.006)	138,000	-	-	85,721	85,721	52,279	62%
Large Dump Truck (201-977.459.008)	39,676	19,178	-	9,955	*29,133*	10,543	73%
Equipment (201-977.459.009)	75,000	-	-		-	75,000	0%
Improvement to Public Works Yard (201-977.459.010)	405,637	33,124	16,776	52,753	102,654	302,983	25%
Total - Streets & Transportation	*3,403,313*	*69,080*	*16,872*	*149,430*	*235,381*	*3,167,932*	*7%*
201.979.459 PARKS & RECREATION CAPITAL EXPENSES							
Civic Center Improvements (201-979.459.001)	40,000	-	-	-	-	40,000	0%
Flowing Springs Trail (201-979.459.008)	600,000	-	-	-	-	600,000	0%
Marcus Fields Improvements (201-979.459.002)	815,000	-	40,040	-	40,040	774,960	5%
Total - Parks & Recreation	*1,455,000*	-	*40,040*	-	*40,040*	*1,414,960*	*3%*
Contingencies	6,580,385	-	-	-	-	6,580,385	0%
TOTAL EXPENSES	***6,169,563***	***69,098***	***56,930***	***149,430***	***275,458***	***5,894,105***	***4%***
REVENUES OVER EXPENSES	***6,580,385***	***(20,060)***	***10,816,344***	***(54,121)***	***10,742,163***		

City of Ranson

Bank Account Balance as of 9/30/2025

Revised 10/15/2025

Account	Fund	Cash Balance as of 6/30/2025	Cash Balance as of 9/30/2025	*$ Amount Incr/Decr*	Near Term Expenditures	Unrestricted Funds	Restricted Funds	Comments
General Fund Operating Checking	General	$ 2,822,764	$ 3,567,866	*$ 745,102*	$ 3,567,866	$ -	$ -	*General fund for operations; assumes complete draw down in near-term.*
Coal Severance Checking	Coal Severance	$ 352,371	$ 359,939	*$ 7,568*	$ -	$ -	$ 359,939	*Special revenue fund used for select expenses, specifically emergency weather expenses.*
Muni Stabilization Checking	Residual	$ 2,967,291	$ 2,985,881	*$ 18,590*	$ -	$ 2,985,881	$ -	*Savings account/emergency fund for the city. No planned expenditures.*
DOJ Checking	Investigative Services	$ 61,016	$ 61,398	*$ 382*	$ -	$ -	$ 61,398	*Funds restricted for limited police activities per DOJ guidelines.*
DOT Checking	Investigative Services	$ 108	$ 109	*$ 1*	$ -	$ -	$ 109	*Funds restricted for limited police activities per DOT guidelines.*
Police Forfeiture Checking	Investigative Services	$ 56,182	$ 56,534	*$ 352*	$ -	$ -	$ 56,534	*Funds restricted for training or equipment for LEO per Forfeiture guidelines.*
Opioid Settlement Fund Checking	Opioid Settlement	$ 22,070	$ 24,944	*$ 2,873*	$ -	$ -	$ 24,944	*Special revenue fund used for select expenses associated with WV First Foundation, specifically abating opioid impact.*
Sales & Use Tax Checking	Sales Tax	$ 5,292,542	$ 5,985,136	*$ 692,594*	$ 500,000	$ 5,485,136	$ -	*$500,000 budgeted XFR to General Fund for FY2026 (revision dated 9/16/2025)*
CARES Grant Checking	CARES	$ 1,102,484	$ 1,109,391	*$ 6,907*	$ -	$ 1,109,391	$ -	*Waiting on instruction regarding intended use for unencumbered CARES grant funding so bank account can be closed as well as official fund.*
Municipal Capital Checking	Capital	$ 10,169,404	$ 9,844,448	*$ (324,956)*	$ 5,894,105	$ -	$ 3,950,343	*Near term expenditures for oustanding budgeted capital projects approved for FY2026; remaining balance restricted to Capital Projects.*
Video Lottery Checking	Capital	$ 881,242	$ 1,005,972	*$ 124,729*	$ -	$ -	$ 1,005,972	*Account dedicated to holding Lottery & Gaming Funds distributed by the state; funding received is restricted for capital improvement expenses*
Building Commission Checking	Building Commission	$ 510	$ 513	*$ 3*	$ -	$ 513	$ -	*Account typically used to cover debt obligations (none outstanding as of November 2022)*
Development Bond Checking	Bond Escrow	$ 571,761	$ 579,373	*$ 7,612*	$ 557,249	$ -	$ 22,124	*Account is used to deposit funds from developers and held until projects are completed. Near Term expenditure is bonds payable to developers; restricted $ is accrued interest the City keeps.*
Totals for City Accounts		$ 24,299,745	$ 25,581,502	*$ 1,281,757*	$ 10,519,220	$ 9,580,920	$ 5,481,362	
Component Unit Account								
Parks & Rec Operating Checking	Board of Parks & Rec	$ 877,871	$ 826,301	*$ (51,569)*	$ 826,301	$ -	$ -	*Account to fund P&R operations; assumes complete draw down in near-term for ongoing expenditures.*
Totals for all Ranson Accounts		**$ 25,177,616**	**$ 26,407,803**	***$ 1,230,188***	**$ 11,345,521**	**$ 9,580,920**	**$ 5,481,362**	

AGENDA ITEM IV.5

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: PRESENTATION

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

SUBJECT: Parks and Recreation Status Report - September

Should there be any questions or concerns regarding the information provided, please contact the City Manager or Parks and Recreation Director for clarification or further assistance.

ATTACHMENTS:

September Directors Report.docx



Scott Coulter
Ken Suits
Herbert McDaniel
Jimmy

Williams **y W**
Mike Baker

Stephanie

Fagan

Ranson Parks and Recreation Board
Directors Report
Sept/Oct

Meetings

- Continuing to meet with Jefferson County Parks and Recreation for fall and winter collaboration events at the Civic Center and Marcus Field
- Weekly meeting with the City Manager about Parks and Recreation.
- Directors' meeting.
- Meeting with Parks and Recreation at Charles Town
- Conference call with soccer club about collaborating.
- Meetings for the Job Fair.
- Meeting for Monster Bash.
- Meeting on Tree Lighting.
- Christmas Parade Meeting.
- Discussion on Marcus Field.
- Multiple SmartRec software meetings and Trainings for implementation.
- Career Fair Meetings.
- Met with prospective rental opportunities.
- Trainings.
- Discussions with multiple groups about E-Sports set ups.
- Discussions on a Sports Club.

Events

- Harvest Pointe Church
- Adult Soccer
- Pickleball
- Various Parties
- Red Cross Blood Drive
- Travel Soccer
- Travel Basketball
- Project Linus
- Girl Scout Meetings

- Homeward Calling Church
- Home School volleyball games
- Eastern Panhandle Clothing Swap
- Ranson Police Testing at Civic Center
- Home School groups
- Basketball Skills and Drills Camp
- Frederick Baptist Volleyball
- Career Fair
- Fall Fest
- Travel volleyball

AGENDA ITEM IV.6

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: PRESENTATION

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

SUBJECT: City Manager Report

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

ATTACHMENTS:

AGENDA ITEM VII.1

City Council Regular Meeting Request for Action

TO:

FROM: Todd Wilt, Administrative

ITEM TYPE: COUNCIL BUSINESS

AGENDA SECTION: **COUNCIL BUSINESS**

SUBJECT: Acknowledgment and Acceptance of Council Member Resignation, At Large Seat, Term Ending June 2026

The City has received a written resignation letter from Council Member Tommy Custer, dated and effective October 15, 2025. City Council is asked to formally acknowledge and accept the resignation.

ATTACHMENTS:

Mr. Custer .pdf

10/15/2025

To: City of Ranson

From: Councilman Tom Custer

I have had a very good time as councilman of the city. I feel I always had the people who elected me in mind and heart. We did some good things here. I wish some of the things I brought to council would have went better, but we govern as a group. The people working here I have grown to have a very good relationship with and walking away from them will be the hardest part.

Do to the down turn in my health I am going to have to step aside and let someone else finish my term. At the last meeting I was struggling to get my point across. And yesterday's doctor visit was the deciding factor.

Living in Ranson has been a dream childhood for me. And buying, building a home here is exactly where Bonnie and I wanted to be. Having our sons have their childhood here was also special. We will continue to try and be involved as our health permits us too. God only knows how heavy this is on me. I pray for the city and all of its workers especially the council.

God Bless you all

Respectfully
Thomas L. Custer

Thomas L. Custer

AGENDA ITEM VII.2

City Council Regular Meeting Request for Action

TO:

FROM: Todd Wilt, Administrative

ITEM TYPE: COUNCIL BUSINESS

AGENDA SECTION: **COUNCIL BUSINESS**

SUBJECT: Consideration of Procedure to Fill City Council At-Large Vacancy, Term Ending June 2026

Following the resignation of Council Member Tommy Custer, an at-large vacancy now exists on the Ranson City Council. The unexpired term extends through June 30, 2026. Pursuant to Section 11 of the Ranson City Charter, the Council may fill the vacancy by appointment until the next regular municipal election, or by special election if it so chooses.

Sec. 11. - Vacancies.
(a)All vacancies occurring, from any cause, in any office in the council, shall be filled by appointment by the council for the unexpired term; but in case of a councilman, such appointment shall be made only of a resident of the same ward of the city in which such vacancy has occurred.(b)Any vacancy caused by resignation, disqualification or death in the office of Mayor shall be filled by appointment by the remaining members of the City Council of one of its members to serve for the unexpired term. (Ord. No. 251, 12-20-13)

Sec. 2-13. - Filling vacancies in office.
When a vacancy shall occur for any cause in the office of mayor, recorder or in the council, the vacancy, until the next succeeding election and until the qualification of an elected successor, shall be filled by appointment by the council from among the eligible citizens of the city.
(Code 1983, § 2-901)

ATTACHMENTS:

Council Vacancy Announcement 2025.docx
Applications for Board, Commission, and Committee.docx

City of Ranson

312 South Mildred Street
Ranson, West Virginia 25438-1621
Phone (304) 725-1010 | Fax (304) 728-8579

Ken Suits - Mayor

Council Members:
Andy Colandrea
Tommy Custer
Herbie McDaniel
Jaden Bound
Stephanie Fagan
Jaelyn Wratchford

VACANCY ANNOUNCEMENT – RANSON CITY COUNCIL (AT-LARGE SEAT)

The Ranson City Council is seeking qualified applicants to fill a vacant At-Large Council seat for the remainder of the current term, which expires on June 30, 2026.

Applicants must be residents of the City of Ranson. Individuals interested in serving on the City Council are encouraged to apply by submitting an application and any supporting documentation to **CityClerk@ransonwv.us** **no later than _____.**

Applications may be downloaded from the City's website at www.Ransonwv.gov or requested directly from the City Clerk or the City Manager.

Applicants should be available and prepared for an interview with the City Council on **Tuesday, _____,** during the regularly scheduled Council meeting, which begins at 7:00 p.m. Digital attendance for the interview may be arranged in advance by coordinating with the City Clerk. The Council intends to make an appointment to fill the vacancy during that meeting.

For more information about this opportunity, please contact City Manager, Todd Wilt at twilt@ransonwv.us .

DRAFT

City of Ranson

312 South Mildred Street
Ranson, West Virginia 25438
Submit application at
www.cityclerk@ransonwv.us

Board, Commission, and Committee Application

Completing this application is one way to indicate your interest in being considered for appointment to some of the Boards, Commissions, and Committees appointed by the City Council. All appointments remain at the discretion of the City Council.

Name:

Address: **Zip:**

Telephone Home: **Email:**

Occupation: **Employer:**

Do you reside in the City Limits of Ranson? **Yes** ☐ **No** ☐ **If so, how long?** _____

Political Affiliation: **Republican** ☐ **Independent** ☐ **Democrat** ☐ **Other** ☐ _____

Education: **Elementary** ☐ **High School** ☐ **College** ☐ **Graduate School** ☐

Degrees/Majors/Course of Study:

Please list Certifications, Licenses, or other Vocational Training received:

Please list volunteer and other community experience (list by date):

If appointed, could you meet: **Mornings** ☐ **Afternoons** ☐ **Evenings** ☐

If appointed, could you meet: **Mon.** ☐ **Tues.** ☐ **Wed.** ☐ **Thurs.** ☐ **Fri.** ☐

Check *all areas* in which you have experience and *three (3) areas* only in which you are interested.

EXP.	INT.		EXP.	INT.		EXP.	INT.	
☐	☐	Recreation	☐	☐	Business Management	☐	☐	Urban Concerns
☐	☐	Law/Police Matters	☐	☐	Cultural Activities	☐	☐	Fund Raising
☐	☐	Environment	☐	☐	Planning/Zoning	☐	☐	Construction Trades
☐	☐	Public Relations	☐	☐	Budgeting	☐	☐	Economic Development
☐	☐	Transportation	☐	☐	Youth	☐	☐	Health Issues
☐	☐	Volunteer Service	☐	☐	Aging Issues	☐	☐	Education Training

Please check three (3) of the City's Boards, Commissions, or Committees for which you would like to be considered for appointment.

☐ **Planning Commission**	☐ **Convention/Visitors Bureau**
☐ **Board of Zoning Appeals**	☐ **Parks and Recreation Comm.**
☐ **Police Civil Service Comm.**	☐ **Building Code Appeals Board**
☐ **Building Commission**	☐ **Council At- Large**

What Board, Commission or Committee have you served (or are serving) on?

References

Name:	**Phone No.:**
Name:	**Phone No.:**

Please explain why you are a good candidate for the position:

Application and any additional Materials should be submitted to cityclerk@ransonwv.us A hard copy may also be mailed or delivered to his attention at City of Ranson, 312 S. Mildred Street, WV 25438.

AGENDA ITEM VII.3

City Council Regular Meeting Request for Action

TO:

FROM: Todd Wilt, Finance

ITEM TYPE: COUNCIL BUSINESS

AGENDA SECTION: **COUNCIL BUSINESS**

SUBJECT: Approval of Award Recommendation - Ranson Audit Engagement Contract (25-224) for FY2025/FY2026

In accordance with the "Procedures Manual for Procuring and Conducting Audits and Reviews of Local Government," Ranson has completed the audit proposal solicitation step in the procurement process. The attached RFP 25-224 was provided to all 30 WVSAO-approved CPA firms, and three firms responded with bids for the audit engagement service. Ranson's Audit Committee held a public meeting on October 20th, 2025, to score the bids utilizing the Chief Inspector's required score sheets and response criteria. The firm with the highest total score must be awarded the audit contract (copy attached).

After reviewing the proposals received, Ranson Audit Committee recommends the contract be awarded to firm David L. Howell, CPA. The signed proposal scoresheet summary is being provided as a table drop, as well as a copy of the October 20th Audit Committee meeting minutes to support the award recommendation.

COUNCIL ACTION:

1. Review Audit Committee award recommendation for FY25/FY26 contract.
2. Call for motion to approve award.
3. Authorize Finance Director to negotiate and execute audit engagement contract 25-224 with firm

ATTACHMENTS:

Audit Committee Meeting Minutes Report Draft 10-20-2025.docx
Resolution Authorizing Audit Contract 25-19.docx
25-224 Contract due 11-20-25.pdf

RANSON AUDIT COMMITTEE

REGULAR MEETING

MINUTES REPORT

City of Ranson
312 S. Mildred Street
Ranson WV 25438
www.ransonwv.gov

October 20, 2025 | 2:00 P.M. | Council Chamber

MEETING CALLED TO ORDER AT 2:00 PM

Jaden Bound – Present
Todd Wilt, City Manager – Present
Breanna Andrews – Present

NEW BUSINESS

I. Scoring Proposals received for FY2025 and FY2026 Audit Engagement Contract (25-224)

Ranson Finance Director Breanna Andrews briefed the Audit Committee on the bids received during the state-mandated procurement process. Ranson RFP #25-224 was made available to all 30 WVSAO approved CPA firms on September 18th, 2025 and received bids from three firms: Ahmad Associates LTD, David Howell CPA, and Fizer & Associates PLLC.

Scoring of the three bids were completed by the committee members using the official WVSAO proposal scorecards, with a maximum total score of 103 points available. The results are as follows.

- *Ahmad Associates LTD – 65 / 103*
- *David L Howell CPA – 68 / 103*
- *Fizer & Associates PLLC – 53 / 103*

II. Award Recommendation for FY2025 and FY2026 Audit Engagement Contract (25-224)

In accordance with the Chief Inspector Division of the WV State Auditor's Office procurement procedures, the committee recommends that Ranson City Council award the audit engagement contract to David L Howell's firm for FY2025 and FY2026 at the next regularly scheduled council meeting.

ADJOURNMENT AT 2:25 PM

Resolution 2025 -19

A RESOLUTION OF THE CITY COUNCIL OF RANSON, WEST VIRGINIA AUTHORIZING THE MAYOR OR HIS DESIGNEE TO NEGOTIATE AND EXECUTE A CONTRACT FOR THE PURPOSES OF AUDITING RANSON FINANCIAL STATEMENTS FOR THE FISCAL YEARS 2025 AND 2026

WHEREAS, W. Va. Code § 8-12-1(2) states that every municipality has plenary power to contract and be contracted with;

WHEREAS, Ranson solicited Request for Bids based on West Virginia State Auditor's Office (WVSAO) selection process to approved Independent Certified Public Accountants to carry out the audit of the City of Ranson's Financial Statements for Fiscal Year 2025 and 20

WHEREAS, three firms responded to Ranson's solicitation;

WHEREAS, a committee consisting of an appointed City Councilmember and City staff has completed the selection process as set out by the WVSAO and it recommends that City Council authorize the Mayor or his designee to negotiate and to enter into a contract with David L. Howell, CPA, the firm who received the highest numeric score, for purposes of carrying out the functions of auditing Ranson's Financial Statements.

THE CITY OF RANSON RESOLVES AS FOLLOWS:

Section 1. The Mayor or his designee is authorized to negotiate and execute any and all documents necessary to enter into a contract with David L. Howell CPA for purposes of carrying out the functions detailed in Ranson's bid package.

Signed and approved this 21st day of October 2025.

_____
Kenneth Suits, Mayor

ATTEST:

_____
Darla Armstrong, City Clerk

UNIFORM CONTRACT TO AUDIT/REVIEW LOCAL GOVERNMENT FINANCIAL STATEMENTS

(Form Prescribed by the WV State Auditor)
Uniform Contract Agreement Between:

(Local Government Name and Address/**the "Entity"**)

Municipality of Ranson
312 S. Mildred Street
Ranson, WV 25438

and

(CPA Name & Address /**the "CPA"**)

David L. Howell, CPA
1740 E. Dupont Avenue
Belle, WV 25015

1. It is agreed by the parties hereto that this contract shall include paragraphs 1 through 19 inclusive as set forth on pages 1-3 inclusive hereof, and all matters set forth on such pages are hereby expressly made a part of this agreement.

2. If an audit is performed, the CPA shall express an opinion on the fair presentation of the entity's financial statements prepared in conformity with generally accepted accounting principles or other comprehensive basis of accounting. The CPA shall conduct the audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards issued by the Comptroller General of the United States. Additionally, if a Single Audit is required, as defined in section 1.6 of the *Procedures Manual for Procuring and Conducting Audits and Reviews of Local Governments*, then such Single Audit shall be performed in accordance with OMB. If a review is performed, the CPA shall express that a review was conducted in accordance with Statements on Standards for Attestation Engagements and *Government Auditing Standards* issued by the Comptroller General of the United States.

3. It is agreed that time is of the essence under this contract. All audits/reviews shall be performed and all reports, documents, audit documentation, and materials to be completed and submitted by the CPA hereunder shall be completed and submitted by the date set forth in paragraph 18, or by an extension date authorized in writing by the Chief Inspector. Such date shall hereinafter be termed the issue date or the completion date. It is agreed that the failure to submit the audit/review report within the specified time period determined with regard to any properly executed and authorized extension of time constitutes a breach of contract as of such date and that such breached contracts are subject to the penalty provisions contained in the *Procedures Manual for Procuring and Conducting Audits and Reviews of Local Governments*. Each audit year must list a separate due date. If the audit period encompasses more than three years, use two contracts. Each contract must be signed and filled out completely.

4. It is agreed that the contract herein referred to represents the entire and integrated agreement between the Entity (auditee), and the CPA (auditor), and supersedes all prior negotiations, representations, or agreements whether written or oral. The *Procedures Manual for Procuring and Conducting Audits and Reviews of Local Governments* and the written audit proposal of the firm selected are by reference incorporated into the contract. The contract may only be amended by written agreement of the Chief Inspector, the CPA, and the Entity. Nothing herein precludes the issuance of a standard governmental audit engagement/arrangement letter. However, said letter may not alter or modify any provision of the proposal, procedures manual or this contract.

5. It is agreed that the CPA bears ultimate responsibility for determining, and will conduct and submit the audit and report for, the type of audit/review required of the entity in accordance with the requirements as specified in section 1.6 of the *Procedures Manual for Procuring and Conducting Audits and Reviews of Local Governments*. It is agreed that the stated contract price is all inclusive and will not be adjusted except for unusual situations which require a significant expansion to the scope of the audit/review. In such case the CPA shall immediately notify the Chief Inspector in writing, providing documentation of the factors and the requested amount of fee adjustment. Such fee adjustments are subject to the review, revision and approval of the Chief Inspector.

6. It is agreed that the CPA's relationship with the entity is limited to that of an independent contractor/vendor. As such, the entity has the right to seek redress to recover damages or losses arising directly out of error, omission, negligent act or the failure to exercise due professional care on the part of the CPA, its subcontractor and/or joint venture parties.

7. The Uniform Contract shall be construed, interpreted and the rights of all parties determined in accordance with the laws of the State of West Virginia. The CPA further shall obey or satisfy all lawful rules, regulations, and requirements issued or promulgated under the laws of any duly authorized State or Federal officials.

8. It is agreed that the CPA shall remain an independent contractor with respect to all services performed hereunder and shall accept full exclusive liability for all payments of any contributions or taxes for social security, unemployment benefits, workers' compensation benefits, pensions and annuities now or hereafter imposed under any state or federal laws which are measured by the wages, salaries or other remuneration paid to persons employed by the CPA on work performed under any Chief Inspector approved Uniform Contract to Audit/Review Financial Statements. The CPA shall indemnify and hold harmless the entity and the Chief Inspector from any contributions, taxes or liability referred to in this article.

UNIFORM CONTRACT TO AUDIT/REVIEW LOCAL GOVERNMENT FINANCIAL STATEMENTS

(Form Prescribed by the WV State Auditor)
Uniform Contract Agreement Between:

(Local Government Name and Address/**the "Entity"**)		(CPA Name & Address /**the "CPA"**)
Municipality of Ranson 312 S. Mildred Street Ranson, WV 25438	and	David L. Howell, CPA 1740 E. Dupont Avenue Belle, WV 25015

9. It is agreed that the Entity shall pay to the CPA the consideration (excluding the Chief Inspector process fee) specified under this contract as stated in paragraph 19 of this contract within 30 days of receipt of the audit/review report by the Chief Inspector. Should payment of such consideration be delayed for any reason, other than breach of contract by the CPA, or unsatisfactory performance of this contract by the CPA, as determined by the Chief Inspector, the Entity agrees to pay interest at a rate of ten percent, compounded annually, on all amounts due to the CPA or the Chief Inspector under this contract from the date such consideration or fee should have been paid until such consideration or fee is paid in full. All parties agree that liability to pay the fee herein set forth is solely that of the Entity. However, in the event that the Chief Inspector exercises the right to reject all or any part of the audit report as specified in paragraph 11 of this contract, the Entity may suspend payment of all consideration and fees set forth in this contract until the report is deemed sufficient by the Chief Inspector.

10. It is agreed that the Entity shall pay the Chief Inspector's process fee as stated in paragraph 19. Such fee shall be paid directly to the Chief Inspector Division and payment will be made within 30 days of being invoiced by the Chief Inspector.

11. It is agreed by all parties hereto that the Chief Inspector may at any time prior to completion of performance of this contract prescribe departures from the aforesaid standards, statements, guidelines, procedures or guides which shall be followed. The Chief Inspector shall have the right to reject, for good cause shown, all or any portion of the audit and working papers of the CPA.

12. If this contract is breached in any way by the CPA, no consideration or payments of any type shall be paid or payable to the CPA. There shall be no consideration paid or payable for partial performance of the contract, and all money, partial payments or considerations paid to the CPA as full or partial, direct or indirect consideration under this contract prior to or subsequent to any breach of this contract by the CPA shall be returned to the Entity in full with ten percent interest, compounded annually, calculated for the period from the time the CPA gained control of such money to the time of repayment in full.

13. The terms of this contract shall not be amended without the express written approval of the Chief Inspector.

14. It is agreed that if this contract is for multiple years, the contract shall be subject to annual renewal or termination. Contract periods must correspond with time periods stipulated on the Chief Inspector Division bid list. Annual renewal shall be by formal motion of the entity's governing body on or after July 1 of the then current fiscal year. Provided, that the Entity may terminate the contract at any time in accordance with section 1.15 of the *Procedures Manual for Procuring and Conducting Audits and Reviews of Local Governments*. The Chief Inspector will determine on a case by case basis if no payment, partial, or full payment is due to the CPA firm for work performed under any Chief Inspector approved Uniform Contract to Audit/Review Financial Statements.

15. Termination shall be by written notice via certified mail to all parties within 90 days prior to the close of the forthcoming fiscal year audit/review. The Chief Inspector retains the right to terminate the contract for forthcoming years at any time or for any reason. Conditions for renewal or termination are specified in section 1.15 of the Procedures Manual for Procuring and Conducting Audits and Reviews of Local Governments incorporated into this contract by paragraph 4.

16. The type of audit or review (use code A, B or C) to be performed by the CPA, subject to the provisions of paragraph 5, is as follows:

Year	**2025**	Year	**2026**	Year	
Type	B	Type	B	Type	

A-Single Audit in accordance with OMB
B-Financial and Compliance Audit in accordance with *Government Auditing Standards* issued by the U.S. Comptroller General
C-Financial and Compliance Review

17. The audit of the Entity shall be for the period(s) stipulated in paragraph 16 of this agreement. If this contract includes future audit years, this contract shall be subject to annual renewal or termination in accordance with the provisions of paragraph 14. ALL CONTRACT PERIODS MUST CORRESPOND WITH THE PERIOD STIPULATED ON THE CID BID LIST

UNIFORM CONTRACT TO AUDIT/REVIEW LOCAL GOVERNMENT FINANCIAL STATEMENTS

(Form Prescribed by the WV State Auditor)
Uniform Contract Agreement Between:

(Local Government Name and Address/**the "Entity"**)		(CPA Name & Address /**the "CPA"**)
Municipality of Ranson 312 S. Mildred Street Ranson, WV 25438	and	David L. Howell, CPA 1740 E. Dupont Avenue Belle, WV 25015

18. The completion date referred to in paragraph 3 must be the 15th, end of the month, or subsequent March 24th:

Year	**2025**	Year	**2026**	Year	
Completion Date	02/28/2026	Completion Date	02/28/2027	Completion Date	

19. The total consideration to the CPA referred to in paragraph 9 shall be outlined below.
An additional 8% process fee referred to in paragraph 10 shall be remitted to the Chief Inspector Division.

Year	**2025**	Year	**2026**	Year	
Nonaudit Service Fee*	$ -	Nonaudit Service Fee*	$ -	Nonaudit Service Fee*	$
Audit Fee	$ 16,990	Audit Fee	$ 17,885	Audit Fee	$
Total	$ 16,990	Total	$ 17,885	Total	$
Process Fee	$ 1,360	Process Fee	$ 1,431	Process Fee	$

*If the CPA determines that management does not possess suitable skill, knowledge, or experience, the firm will not be obligated to complete nonaudit services. In this case, the nonaudit service fee may be adjusted through the use of the Amendment to the Audit/Review Contract Agreement.

Byrd Anti-Lobbying Amendment (31 U.S.C. 1352)—The firm must complete the Anti-Lobbying Certification when (1) a firm's bid exceeds $100,000 (total for all years, inclusive of nonaudit service fees and the 8% Chief Inspector processing fee); and (2) any fee associated with the audit contract is being solicited under a federal award. The firm as represented by the undersigned certifies to the Entity that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. If any funds other than Federal appropriated funds have been paid or will be paid to any person for making lobbying contracts to an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a Federal contract, grant, loan or cooperative agreement, the firm as represented by the undersigned certifies that they have completed and submitted Standard Form-LLL, Disclosure Form to Report Lobbying, in accordance with its instructions as amended by the Government wide Guidance for New Restrictions on Lobbying, 61 Fed. 1413 (1/19/96).

Municipality of Ranson	
Entity Name	Firm Name
Ken Suits, Mayor	
Name and Title (Please print)	Name and Title (Please print)
Signature	Signature
10/21/2025	
Date	Date
ksuits@ransonwv.us	
Email Address	Email Address

After the contract form is completed and signed by the Entity and the CPA, return the original copy and the other required documents to: West Virginia State Auditor's Office, Chief Inspector Division, 1900 Kanawha Blvd. E., Bldg. 1, Room W-100, Charleston, WV 25305.

CONTRACT APPROVED BY THE DEPUTY STATE AUDITOR OR BY AN AUTHORIZED DESIGNEE AS CHIEF INSPECTOR:

Name and Title (Please print)	Signature	Date

AGENDA ITEM VII.4

City Council Regular Meeting Request for Action

TO:

FROM: Todd Wilt, Administrative

ITEM TYPE: COUNCIL BUSINESS

AGENDA SECTION: **COUNCIL BUSINESS**

SUBJECT: Consideration for Establishing a Nonvoting Advisory Position on the Ranson Planning Commission and Conditional Appointment

The Mayor has proposed the creation of a nonvoting advisory position on the Ranson Planning Commission to strengthen coordination and communication with neighboring jurisdictions. The position would be held by a member of the Jefferson County Planning Commission, serving in an ex officio, nonvoting capacity.

Ranson City Code Sec. 16-3. - Advisory members.
As required by statute, a designated representative of the county planning commission shall be an advisory member of the city planning commission. Additional advisory members shall be allowed, at the discretion of the planning commission. All such advisory members shall have all the privileges of membership except the right to vote.
(Code 1983, § 10-103)

The advisory member's role would be to provide periodic updates and insight regarding regional planning initiatives, proposed developments, and policy actions that may affect or inform the work of the Ranson Planning Commission.

Because several substantive issues are scheduled for consideration in November, the Mayor requests that City Council authorize the position this evening and permit the advisory appointment to take effect immediately, with the understanding that the position and appointment are subject to adoption of the corresponding ordinance amendment through the standard ordinance update process.

Recommended Process:

1. **Authorization:** Council authorizes establishment of the nonvoting advisory position.
2. **Conditional Appointment:** The Mayor appoints an advisory representative from the Jefferson County Planning Commission, effective immediately and subject to confirmation through

subsequent ordinance adoption.

3. **Ordinance Preparation:** Staff is directed to prepare a draft ordinance reflecting the establishment and function of the advisory position for Council consideration

ATTACHMENTS: