CITY COUNCIL REGULAR MEETING

~ AGENDA ~

REGULAR MEETING

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

January 20, 2026 | 7:00 P.M. | Council Chamber

MEETING REGISTRATION:

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

PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE

I. CALL TO ORDER

II. APPROVAL OF MINUTES

1. Minutes January 6, 2026
   City Council Regular Meeting (52).docx

III. CITIZEN'S PRESENTATIONS/PETITIONS

IV. CITY MANAGER/STAFF REPORTS

1. Chief Of Police Status Report
2. Community Development Status Report - December
   December 2025 CDD Report.docx
   December 2025 Permit Issued Report.pdf
3. Public Works Status Report -December
   PW Status Report December .pdf
4. Finance Department Status Report - December
   December 2025 AP Council Report.pdf
   December 2025 General Fund Budget Report.pdf
   December 2025 Capital Fund Budget Report.pdf
   Cash Balance 12-31-2025.pdf
5. Parks and Recreation Status Report - December
   Parks and Recreation.docx
6. City Manager Report

V. COMMUNICATIONS FROM THE MAYOR

1. Oath of Office: Police Chief Jeffrey Cisar

VI. COUNCIL/COMMITTEE ANNOUNCEMENTS

VII. COUNCIL BUSINESS

1. Public Hearing -Ordinance 2025-08 Second Reading, A mending the Ranson Municipal Code, Chapter 19A Smart Code, Article 5. Subdivision & Zoning, Section 5.9 Vehicle Access and Parking, Part 5.9.3 Location of Vehicle Parking, Sub-part a,i.
   Legal Notice 2025-08 Chapter 19A Article 5.docx
2. Ordinance 2025 -08 Second Reading of an Ordinance A mending the Ranson Municipal Code, Chapter 19A Smart Code, Article 5. Subdivision & Zoning, Section 5.9 Vehicle Access and Parking, Part 5.9.3 Location of Vehicle Parking, Sub-part a,i.
   Ordinance 2025-08.docx
3. Consideration of real Property Acquisition - 1.05 Ac - Rt 9 Wysong SWM & Park - Robelei Subd
4. Ranson Municipal Committee Referral - FY 26 Ranson Mini Grant
5. Consideration of Appeal – WV Public Service Commission (CTUB Capacity Improvement Fees) - Possible Executive Session

VIII. ADJOURNMENT

IX. INFORMATION ONLY

1. Consideration of One (1) appointments to the Board of Building Code Appeals Board
   - January 1, 2026 - December 31, 2028

   Building_Code_Appeals_Board.docx
2. Consideration of Two (2) appointments to the Board of Zoning Appeals
   - January 1, 2026 - December 31, 2029
   - January 1, 2026 - December 31, 2029

   BZA Opening.docx

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 January 6, 2026

ATTACHMENTS:

City Council Regular Meeting (52).docx

CITY COUNCIL REGULAR MEETING
Minutes January 6, 2026

I. CALL TO ORDER

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

II. APPROVAL OF MINUTES

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

III. CITIZEN'S PRESENTATIONS/PETITIONS

Citizen Amanda Stroud spoke to the Council and Mayor regarding the opioid settlement funds received by the City of Ranson. Ms. Stroud stated that the amount of funding received ranges from $25,000 to $27,000.

IV. CITY MANAGER/STAFF REPORTS

1. Police Chief
   No Action at this time

2. City Manager Report

   City Manager Todd Wilt informed the Council and Mayor that two job openings are currently being advertised for the positions of Community Specialist and Operational Director. He also announced that public works staff will collect Christmas trees on Thursday, January 15, 2026, and residents are asked to place trees at the curb. Mr. Wilt further reported that the Mini Grant program has closed. Ranson 2026 City Election candidate filing will begin January 12-

January 31, 2026. Council Member Fagan asked about the status of the City Hall elevator, which has been out of service since approximately August. Mr. Wilt explained that the required part has been ordered but has not yet arrived and that the elevator will likely be included in the next budget revision. Mr. Wilt also informed the council that there had been some discussion regarding the Fairfax Circle sign being covered. He explained to the Mayor and Council that the property is privately owned and that the property owner has placed a cover over the Fairfax signage.

3. Citizen Complaint Report

The City Council requested that citizen complaints be tracked down and presented to the full Council on a quarterly basis. The City Manager asked that any questions be directed to his office.

V. COMMUNICATIONS FROM THE MAYOR

Mayor Ken Suits, Informed the Council Jeffrey Cisar, the new Police Chief will begin on January 18, 2026 and will be present at the Council meeting scheduled for January 20, 2026. Mayor Suits read a statement addressing community concerns about public safety and immigration enforcement activities.

VI. COUNCIL/COMMITTEE ANNOUNCEMENTS

Council member Jaelyn Wratchford gave the Mayor and Council an update on the 5K Race that has been coordinated with the Health and Wellness Fair that will take place at the Ranson Civic Center on March 7, 2026.

1. Ranson Municipal Committee Report

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

VII. COUNCIL BUSINESS

1. Consideration of Statement addressing Community concerns and Public Safety
City of Ranson provided letter to the Ranson Community regarding community concerns.

2. Consideration of One (1) appointment to the Board of Building Code Appeals Board
Antionette Ringgold was appointed to the Building Code Appeals Board on December 16, 2025, Ranason Council meeting. Mrs. Ringgold has not yet taken the oath of office for this position. City Manager Todd Wilt has requested that the Council reconsider and resend the appointment decision and he will appoint Mrs. Ringgold to the Planning Commission Board.

Kenneth Suits, Mayor	**Abstain**
Andy Colandrea	**NO**
Herbie McDaniel	**Absent**
Stephanie Fagan	**Motion**
Wesley Wildrick	**Second**
Jaden Bound	**Yes**
Jaelyn Wratchford	**Yes**

2. Consideration of One (1) appointed to the Board of Planning Commission
    - January 1, 2026- December 31, 2030 (City Managers discretion)

City Manager Todd Wilt appointed Antionette Ringgold to the Planning Commission. Mrs. Ringgold was appointed at the discretion of the City Manager and will continue to serve on the Planning Commission as the City Manager's appointee.

VIII. ADJOURNMENT

The meeting was adjourned at 7:41 p.m. The motion to adjourn was made by Councilmember Jaelyn Wratchford and seconded by Councilmember Jaden Bound. The next Council meeting is scheduled for January 20, 2026, at 7:00 p.m. at the Ranson City Council Chambers, located at 312 S. Mildred Street, Ranson, WV 25438.

IX. INFORMATION ONLY

Kenneth Suits, Mayor

Darla Armstrong, City Clerk

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:

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 - December

- Community Development Report -December
- Community Development Permits - December

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:

December 2025 CDD Report.docx
December 2025 Permit 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 – December 2025

Permitting:

- Staff received 69 permit applications:
  - 48 – regular permit applications (decks, fences, etc.)
  - 11– townhome permit applications
  - 7– single family permit applications
  - 3 – rental registration applications

- Staff issued 91 permits totaling $17,528,329.43 in valuation.
  - 77 were for new homes totaling $17,290,650 in valuation.
  - Permit fees collected totaled $377,590.37.
  - U&O fees collected totaled $5,600.
  - City Service fees collected totaled $61,000.

Code Enforcement:

- Staff started 3 new code cases (property maintenance, work without a permit)

Inspections:

- Staff performed 896 permit inspections. This is the same as last month.
  - Patrick Coulter performed 398 inspections.
  - Matt Anderson & Jeff Small (contracted) performed 71 inspections
  - Gary Englebert (contracted) performed 361 inspections
  - Reiley Stanley performed 63 site, sidewalk, final, and zoning inspections.
  - Kim Hawkins completed 3 rental self-certification inspections
- Department Staff also performed 4 code enforcement inspections.

Planning & Zoning:

- Planning Commission items for December 1:
  - Final plat proposal for President's Pointe Phase 6 and Phase 7
    - Approved
  - The bond is for the amount of $8,058,916.51.

        - Approved
    - Development agreement for President's Pointe Phase 6 and 7
        - Approved
    - Bond reduction for Phase 1 of Parkland Commons (known as the Foundry) for $473,062.68 of $1,178,267.09 total bond amount.
        - Approved
    - Final plat for Phase 2 of the Parkland Commons Neighborhood located off North Mildred Street and Beltline Avenue for lots T18-T37.
        - Approved.
    - Bond to be posted for the Parkland Commons neighborhood Phase 2, lots T18-T37 in the amount of $806,756.54.
        - Approved
    - Development agreement for Parkland Commons Phase 2.
        - Approved

Permits Issued By Permit Type

Between 12/1/2025 & 12/31/2025

Permit Type	Permit Number	Address	Contract Value	Permit Fee	U & O Fee	City Service Fee
Deck (R)	25-1411	287 SHORT BRANCH DR RANSON, WV 25438	$4,500.00	$45.00	$0.00	$0.00
	25-1412	291 SHORT BRANCH DR RANSON, WV 25438	$4,000.00	$40.00	$0.00	$0.00
	25-1413	295 SHORT BRANCH DR RANSON, WV 25438	$4,500.00	$45.00	$0.00	$0.00
	25-1414	299 SHORT BRANCH DR RANSON, WV 25438	$4,000.00	$40.00	$0.00	$0.00
	25-1415	303 SHORT BRANCH DR RANSON, WV 25438	$4,500.00	$45.00	$0.00	$0.00
	25-1418	293 HUNTWELLWEST BLVD RANSON, WV 25438	$7,200.00	$72.00	$0.00	$0.00
	25-1419	297 HUNTWELLWEST BLVD RANSON, WV 25438	$7,200.00	$72.00	$0.00	$0.00
	25-1420	301 HUNTWELLWEST BLVD RANSON, WV 25438	$3,600.00	$36.00	$0.00	$0.00
	25-1421	305 HUNTWELLWEST BLVD RANSON, WV 25438	$7,200.00	$72.00	$0.00	$0.00
	25-1422	309 HUNTWELLWEST BLVD RANSON, WV 25438	$3,600.00	$36.00	$0.00	$0.00
	25-1425	200 HUNTWELLWEST BLVD RANSON, WV 25438	$7,200.00	$72.00	$0.00	$0.00
	25-1431	328 SHORT BRANCH DR RANSON, WV 25438	$0.00	$129.22	$0.00	$0.00
	Total Permit Type: 12		**$57,500.00**	**$704.22**	**$0.00**	**$0.00**
Demolition (R)	25-1479	302 S BUCHANNAN ST RANSON, WV 25438	$0.00	$100.00	$0.00	$0.00
	Total Permit Type: 1		**$0.00**	**$100.00**	**$0.00**	**$0.00**
Electrical Only (C)	25-1357	1740 N FAIRFAX BLVD RANSON, WV 25438	$12,500.00	$250.00	$0.00	$0.00
	Total Permit Type: 1		**$12,500.00**	**$250.00**	**$0.00**	**$0.00**
Electrical Only (R)	25-1397	224 E 3RD AVE RANSON, WV 25438	$0.00	$100.00	$0.00	$0.00
	Total Permit Type: 1		**$0.00**	**$100.00**	**$0.00**	**$0.00**
New Single Family (R)	25-728	365 GERRY ST RANSON, WV 25438	$341,100.00	$2,902.20	$100.00	$1,000.00
	25-729	371 GERRY ST RANSON, WV 25438	$327,900.00	$2,997.50	$100.00	$1,000.00
	25-731	401 GERRY ST RANSON, WV 25438	$327,900.00	$2,997.50	$100.00	$1,000.00
	25-732	415 GERRY ST RANSON, WV 25438	$327,900.00	$2,997.50	$100.00	$1,000.00
	25-738	353 GERRY ST RANSON, WV 25438	$327,900.00	$2,997.50	$100.00	$1,000.00
	25-739	273 MONROE AVE RANSON, WV 25438	$327,900.00	$2,997.50	$100.00	$1,000.00
	25-740	11 PICKERSGILL ST RANSON, WV 25438	$241,100.00	$2,892.90	$100.00	$1,000.00
	25-741	285 MONROE AVE RANSON, WV 25438	$327,900.00	$2,997.50	$100.00	$1,000.00
	25-742	23 PICKERSGILL ST RANSON, WV 25438	$241,100.00	$2,892.90	$100.00	$1,000.00
	25-743	297 MONROE AVE RANSON, WV 25438	$347,000.00	$2,909.20	$100.00	$1,000.00
	25-744	35 PICKERSGILL ST RANSON, WV 25438	$220,500.00	$2,756.80	$100.00	$1,000.00
	25-745	305 MONROE AVE RANSON, WV 25438	$327,900.00	$2,997.50	$100.00	$1,000.00
	25-746	41 PICKERSGILL ST RANSON, WV 25438	$207,800.00	$2,690.40	$100.00	$1,000.00
	25-747	317 MONROE AVE RANSON, WV 25438	$341,100.00	$2,902.20	$100.00	$1,000.00
	25-748	57 PICKERSGILL ST RANSON, WV 25438	$241,100.00	$2,892.90	$100.00	$1,000.00
	25-749	325 MONROE AVE RANSON, WV 25438	$327,900.00	$2,997.50	$100.00	$1,000.00
	25-750	65 PICKERSGILL ST RANSON, WV 25438	$220,500.00	$2,756.80	$100.00	$1,000.00
	25-759	71 PICKERSGILL ST RANSON, WV 25438	$327,900.00	$2,997.50	$100.00	$1,000.00
	25-760	110 PICKERSGILL ST RANSON, WV 25438	$325,900.00	$2,995.00	$100.00	$1,000.00

	25-761	118 PICKERSGILL ST RANSON, WV 25438	$336,550.00	$2,894.70	$100.00	$1,000.00
	25-762	98 PICKERSGILL ST RANSON, WV 25438	$336,550.00	$2,894.70	$100.00	$1,000.00
	25-763	83 PICKERSGILL ST RANSON, WV 25438	$341,100.00	$2,902.20	$100.00	$1,000.00
	25-764	97 PICKERSGILL ST RANSON, WV 25438	$327,900.00	$2,997.50	$100.00	$1,000.00
	25-765	109 PICKERSGILL ST RANSON, WV 25438	$347,000.00	$2,909.20	$100.00	$1,000.00
	25-766	47 AMHERST ST RANSON, WV 25438	$325,900.00	$2,995.00	$100.00	$1,000.00
	25-767	35 AMHERST ST RANSON, WV 25438	$336,550.00	$2,894.70	$100.00	$1,000.00
	25-768	117 PICKERSGILL ST RANSON, WV 25438	$327,900.00	$2,997.50	$100.00	$1,000.00
	25-769	23 AMHERST ST RANSON, WV 25438	$325,900.00	$2,995.00	$100.00	$1,000.00
	25-770	11 AMHERST ST RANSON, WV 25438	$277,500.00	$2,774.30	$100.00	$1,000.00
	25-771	392 GERRY ST RANSON, WV 25438	$336,550.00	$2,894.70	$100.00	$1,000.00
	25-772	370 GERRY ST RANSON, WV 25438	$336,550.00	$2,894.70	$100.00	$1,000.00
	25-776	348 GERRY ST RANSON, WV 25438	$336,500.00	$2,894.70	$100.00	$1,000.00
	25-777	354 GERRY ST RANSON, WV 25438	$325,900.00	$2,995.00	$100.00	$1,000.00
	25-1241	200 HUNTWELLWEST BLVD RANSON, WV 25438	$283,000.00	$10,377.40	$100.00	$1,000.00
	25-1242	204 HUNTWELLWEST BLVD RANSON, WV 25438	$281,000.00	$10,383.50	$100.00	$1,000.00
	25-1243	208 HUNTWELLWEST BLVD RANSON, WV 25438	$298,000.00	$10,567.50	$100.00	$1,000.00
	25-1314	304 E 11TH AVE RANSON, WV 25438	$0.00	$4,523.00	$100.00	$1,000.00
	25-1316	300 E 11TH AVE RANSON, WV 25438	$0.00	$4,523.00	$100.00	$1,000.00
	25-1359	63 BRAXTON AVE RANSON, WV 25438	$337,000.00	$10,355.50	$100.00	$1,000.00
	25-1391	175 HUNTWELLWEST BLVD RANSON, WV 25438	$346,000.00	$10,858.70	$100.00	$1,000.00
	25-1392	130 HUNTWELLWEST BLVD RANSON, WV 25438	$412,000.00	$10,882.70	$100.00	$1,000.00
	25-1393	51 BRAXTON AVE RANSON, WV 25438	$340,000.00	$10,349.50	$100.00	$1,000.00
	25-1408	100 SUMTER AVE RANSON, WV 25438	$385,000.00	$10,762.70	$100.00	$1,000.00
	25-1409	19 JOUETT ST RANSON, WV 25438	$398,000.00	$10,922.70	$100.00	$1,000.00
	25-1410	23 WHISPERING BROOK LN RANSON, WV 25438	$300,000.00	$10,026.45	$50.00	$1,000.00
	25-1430	34 WHISPERING BROOK LN RANSON, WV 25438	$300,000.00	$10,103.00	$50.00	$1,000.00
	Total Permit Type: 46		**$13,976,650.00**	**$221,138.35**	**$4,500.00**	**$46,000.00**
Renovation (R)	25-1434	376 SHORT BRANCH DR RANSON, WV 25438	$10,000.00	$100.00	$0.00	$0.00
	Total Permit Type: 1		**$10,000.00**	**$100.00**	**$0.00**	**$0.00**
Right of Way Use (R)	25-1161	1740 N FAIRFAX BLVD RANSON, WV 25438	$0.00	$250.00	$0.00	$0.00
	Total Permit Type: 1		**$0.00**	**$250.00**	**$0.00**	**$0.00**
Roof (R)	25-1388	93 GLENBROOK RD RANSON, WV 25438	$12,641.18	$50.00	$0.00	$0.00
	Total Permit Type: 1		**$12,641.18**	**$50.00**	**$0.00**	**$0.00**
Season Site Surety (R)	25-1426	407 N PRESTON ST RANSON, WV 25438	$0.00	$1,500.00	$0.00	$0.00
	Total Permit Type: 1		**$0.00**	**$1,500.00**	**$0.00**	**$0.00**
Sign (C)	25-1398	Oasis Dr , WV	$8,000.00	$50.00	$0.00	$0.00
	25-1416	34 WEST VIRGINIA WAY RANSON, WV 25438	$3,366.00	$100.00	$0.00	$0.00
	Total Permit Type: 2		**$11,366.00**	**$150.00**	**$0.00**	**$0.00**
Site Development (C)	25-1455	Flowing Springs Rd Ranson, WV 25438	$0.00	$0.00	$0.00	$0.00
	Total Permit Type: 1		**$0.00**	**$0.00**	**$0.00**	**$0.00**
Townhouse (R)	25-1244	212 HUNTWELLWEST BLVD RANSON, WV 25438	$295,000.00	$10,567.50	$100.00	$1,000.00

	25-1245	216 HUNTWELLWEST BLVD RANSON, WV 25438	$293,000.00	$10,567.50	$100.00	$1,000.00
	25-1246	220 HUNTWELLWEST BLVD RANSON, WV 25438	$301,000.00	$10,617.50	$100.00	$1,000.00
	25-1329	11 UNITED MEWS RANSON, WV 25438	$159,000.00	$9,729.65	$50.00	$1,000.00
	25-1331	15 UNITED MEWS RANSON, WV 25438	$159,000.00	$9,731.40	$50.00	$1,000.00
	25-1332	19 UNITED MEWS RANSON, WV 25438	$159,000.00	$9,729.65	$50.00	$1,000.00
	25-1333	23 UNITED MEWS RANSON, WV 25438	$159,000.00	$9,729.65	$50.00	$1,000.00
	25-1334	27 UNITED MEWS RANSON, WV 25438	$159,000.00	$9,729.65	$50.00	$1,000.00
	25-1335	31 UNITED MEWS RANSON, WV 25438	$159,000.00	$9,731.40	$50.00	$1,000.00
	25-1336	35 UNITED MEWS RANSON, WV 25438	$159,000.00	$9,729.65	$50.00	$1,000.00
	25-1337	39 UNITED MEWS RANSON, WV 25438	$159,000.00	$9,729.65	$50.00	$1,000.00
	25-1404	315 HUNTWELLWEST BLVD RANSON, WV 25438	$295,000.00	$11,124.40	$100.00	$1,000.00
	25-1405	319 HUNTWELLWEST BLVD RANSON, WV 25438	$282,000.00	$10,385.40	$100.00	$1,000.00
	25-1406	323 HUNTWELLWEST BLVD RANSON, WV 25438	$277,000.00	$10,385.40	$100.00	$1,000.00
	25-1407	327 HUNTWELLWEST BLVD RANSON, WV 25438	$299,000.00	$10,501.90	$100.00	$1,000.00
	Total Permit Type: 15		**$3,314,000.00**	**$151,990.30**	**$1,100.00**	**$15,000.00**
Wall or Fence (C)	25-1399	Mountain Laurel Blvd Ranson, WV 00000	$77,205.00	$772.05	$0.00	$0.00
	25-1400	Swift Run Street Ranson, WV 00000	$13,215.00	$132.15	$0.00	$0.00
	25-1401	Whispering Brook Lane Ranson, WV 00000	$18,750.00	$187.50	$0.00	$0.00
	25-1402	Swift Run Street Ranson, WV 00000	$4,080.00	$40.80	$0.00	$0.00
	Total Permit Type: 4		**$113,250.00**	**$1,132.50**	**$0.00**	**$0.00**
Wall or Fence (R)	25-1315	222 E 3RD AVE RANSON, WV 25438	$2,071.25	$50.00	$0.00	$0.00
	25-1424	140 HUNTWELLWEST BLVD RANSON, WV 25438	$5,000.00	$25.00	$0.00	$0.00
	25-1432	328 SHORT BRANCH DR RANSON, WV 25438	$5,200.00	$25.00	$0.00	$0.00
	25-1433	315 WATERCOURSE DR RANSON, WV 25438	$8,151.00	$25.00	$0.00	$0.00
	Total Permit Type: 4		**$20,422.25**	**$125.00**	**$0.00**	**$0.00**
Total	**Total Permits: 91**		**$17,528,329.43**	**$377,590.37**	**$5,600.00**	**$61,000.00**

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 -December

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:

PW Status Report December .pdf

RANSON
AT THE CENTER OF OPPORTUNITY.

Department of Public Works

Status Report 12/11/25 – 01/14/26

PUBLIC WORKS MISSION STATEMENT

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

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

Work Order Summary List

Selected Date Range for Request Dates:12/11/2025 - 1/14/2026 Order By Status, Location

WOID	Location	Bldg./Unit	Deferred By	Request Date	Target Completion Date	Labor Hours	Tot Cos
Priority	Assigned To	Area Description	Reason	WO Age	Actual Completion Date		
Craft		Area Number	Deferred Until	Created Date/Time	Last Status Change Date		
Description			Action Taken				
Requester Name							

Status: Complete

6335	PW VEHICLE	Truck #6 2017 Ford		12/11/2025		$0.
Medium	Robert Hawkins				12/11/2025	
				12/11/2025 10:27:00 AM	12/11/2025	
needs oil change			Tire Rotation front to back. doesn't need oil change right know, tire senor light on because senor in right rear tire needs replaced.			
Robert Hawkins						
6338	Civic Center	BUILDING EXTERIOR		12/15/2025		$0.
Medium	Mike Smith			31		
				12/15/2025 8:06:45 AM	12/15/2025	
Both front door lights not working						
6339	Park - Lance Slusher			12/15/2025		$0.
Medium	Mike Smith			31		
				12/15/2025 8:09:16 AM	12/15/2025	
Light not working at CVB building						
6340	City Hall			12/15/2025		$0.
Medium				1	12/16/2025	
Office Furnishings				12/15/2025 1:55:36 PM	12/16/2025	
Reiley needs our new team member's desk and chair put together as soon as possible please.			Complete by Robert, Randy , Curtis. put desk and chair together			
Kim Hawkins						
6342	PD VEHICLE			12/21/2025		$0.
Medium	Robert Hawkins			9	12/30/2025	
Vehicle Maintenance				12/21/2025 7:27:54 AM	12/30/2025	
says oil light is flashing on and off. I'll have him check the oil but he thinks he needs an oil change.			Service complete at 7485 next service at 12485			
Chuck Lynch						
6345	PD VEHICLE			12/23/2025		$0.
Medium	Robert Hawkins			16	1/8/2026	
Vehicle Maintenance				12/23/2025 11:03:46 AM	1/8/2026	
driver's side rear has slow leak. let me know when you want him to leave the vehicle.			all four tires was replaced			
Chuck Lynch						
6351	PD VEHICLE	PD UNIT #23 2022		12/28/2025		$0
Medium	Robert Hawkins			11	1/8/2026	
Vehicle Maintenance				12/28/2025 4:13:41 PM	1/8/2026	
needs oil change and if you think it needs tires, I am fine with it.			SERVICE COMPLETE AT 27634. NEXT SERVICE AT 32634. AIR AND CABIN FILTER REPLACED.			
Chuck Lynch						

Work Order Summary List

Selected Date Range for Request Dates:12/11/2025 - 1/14/2026 Order By Status, Location

WOID	Location	Bldg./Unit	Deferred By	Request Date	Target Completion Date	Labor Hours	Tot Cos
Priority	Assigned To	Area Description	Reason	WO Age	Actual Completion Date		
Craft		Area Number	Deferred Until	Created Date/Time	Last Status Change Date		
Description			Action Taken				
Requester Name							
6352	Civic Center	MAIN AREA		12/29/2025			$0.
Medium				1	12/30/2025		
Flooring				12/29/2025 9:56:08 PM	12/30/2025		
please come to the civic center to help move items for Tim. need things moved around to get ready for the floor cleaners.							
Debbie McClure							
6359	Public Works Building	Shop		1/7/2026			$0.
Low	Mike Smith			8			
				1/7/2026 7:47:01 AM	1/7/2026		
Wire up exhaust fan							
6360	CH VEHICLE			1/7/2026			$168.
Medium	Robert Hawkins			2	1/9/2026		
Vehicle Maintenance				1/7/2026 3:09:00 PM	1/9/2026		
The vehicle Reiley drives needs to have the brakes checked.			Replaced rear pads and rotors. noise is no longer there.6426 miles				
Kim Hawkins							
6364	Street Lights			1/9/2026			$0.
Medium	Mike Smith			6			
				1/9/2026 8:46:35 AM	1/9/2026		
Replace photcell for pole lights at peanut.							
6365	PD. STATION	PARKING LOT		1/9/2026			$0.
Medium	Mike Smith			4	1/13/2026		
				1/9/2026 8:47:13 AM	1/13/2026		
Gate not working			Mid Atlantic came out, water was getting into the switch. As a precaution i put silicone around box.				
6366	PW EQUIPMENT	KUBOTA RVT900		1/12/2026			$0.
Medium	Robert Hawkins			1	1/13/2026		
				1/12/2026 8:59:32 AM	1/13/2026		
Battery problem							
Robert Hawkins			Replaced battery cable from battery to starter. fixed all battery add ones with new ends Recharge battery				
6378	Streets			1/12/2026		1	$22.
Medium	Randy Cook			3	1/15/2026		
			1/12/2026	1/15/2026 7:27:17 AM	1/15/2026		
pick up 2 dead deer at 5th Ave round about			picked up deer ran them out to DOH pile				
Randy Cook							
6379	Streets			1/5/2026		12	$280.
Medium	Randy Cook		take down Christmas lights	10	1/15/2026		
			1/5/2026	1/15/2026 7:32:34 AM	1/15/2026		
take down all Christmas lights			picked up all cords and Christmas lights				
Randy Cook							

Work Order Summary List

Selected Date Range for Request Dates:12/11/2025 - 1/14/2026 Order By Status, Location

WOID	Location	Bldg./Unit	Deferred By	Request Date	Target Completion Date	Labor Hours	To Cos
Priority	Assigned To	Area Description	Reason	WO Age	Actual Completion Date		
Craft		Area Number	Deferred Until	Created Date/Time	Last Status Change Date		
Description			Action Taken				
Requester Name							
6380	Streets			1/8/2026		31	$815.
Medium	Randy Cook			7	1/15/2026		
				1/15/2026 7:37:03 AM	1/15/2026		
take down Christmas w reaths			removed all wreaths Wed and Thur				
Randy Cook							
6381	Streets			1/9/2026		0.5	$10.
Low	Randy Cook			6	1/15/2026		
				1/15/2026 7:42:17 AM	1/15/2026		
get a count of all the w reaths			counted all wreaths				
Randy Cook							
6382	Streets			1/8/2026		0.5	$17.
High	Randy Cook			7	1/15/2026		
				1/15/2026 7:46:02 AM	1/15/2026		
go check dead tree complaint 306 E 3rd Ave			tree was dead an dangerous scheduled tree service to remove asap				
Randy Cook							
6383	Streets			1/7/2026		2	$45.
High	Randy Cook			8	1/15/2026		
				1/15/2026 7:52:19 AM	1/15/2026		
need to put up temporary stop sign Ranson Estates			put out signs an cones and shut down road				
Randy Cook							
6384	Streets			1/7/2026		2	$45
Emergency	Randy Cook			8	1/15/2026		
				1/15/2026 8:01:43 AM	1/15/2026		
Need to put up road closed signs cones on E7th Ave to Fairfax garbage truck pulled dow n w ires			put out sings and cones				
Randy Cook							
6385	Streets			1/9/2026		1	$35
Low	Randy Cook			6	1/15/2026		
				1/15/2026 8:56:23 AM	1/15/2026		
need to load and pack yard w aste dumpster			loaded and packed dumpster				
Randy Cook							
Count: 21 Work Orders		**Avg. Age of WO's 8**			**Total for Complete**	**50**	**$1,438.**
Status:	**Pending**						
6336	Streets			12/12/2025	12/16/2025		$0
Medium	Tony Dix			34			
Trash Removal				12/12/2025 12:25:05 AM	12/12/2025		
Weekly - PM Schedule created on 6/26/2023 - Refer to PM schedule details.							
Tim Costello							
6337	Park - Briar Run			12/15/2025	12/18/2025		$0
Medium	Tony Dix			31			
Parks				12/15/2025 12:35:40 AM	12/15/2025		
Daily - PM Schedule created on 6/26/2023 - Refer to PM schedule details.							
Tim Costello							

Work Order Summary List

Selected Date Range for Request Dates:12/11/2025 - 1/14/2026 Order By Status, Location

WOID	Location	Bldg./Unit	Deferred By	Request Date	Target Completion Date	Labor Hours	To Cos
Priority	Assigned To	Area Description	Reason	WO Age	Actual Completion Date		
Craft		Area Number	Deferred Until	Created Date/Time	Last Status Change Date		
Description			Action Taken				
Requester Name							
6341	Park - Briar Run			12/20/2025	12/23/2025		$0
Medium	Tony Dix			26			
Parks				12/20/2025 12:11:34 AM	12/20/2025		
Daily - PM Schedule created on 6/26/2023 - Refer to PM schedule details.							
Tim Costello							
6343	Streets			12/23/2025	12/26/2025		$0
Medium	Randy Cook			23			
Grounds				12/23/2025 12:19:07 AM	12/23/2025		
Weekly - PM Schedule created on 6/14/2023 - Refer to PM schedule details.							
Tim Costello							
6344	Streets			12/23/2025	12/27/2025		$0
Medium	Tony Dix			23			
Trash Removal				12/23/2025 12:19:07 AM	12/23/2025		
Weekly - PM Schedule created on 6/26/2023 - Refer to PM schedule details.							
Tim Costello							
6346	Park - Briar Run			12/25/2025	12/28/2025		$0
Medium	Tony Dix			21			
Parks				12/25/2025 12:24:17 AM	12/25/2025		
Daily - PM Schedule created on 6/26/2023 - Refer to PM schedule details.							
Tim Costello							
6347	Visitors Center - Nancy			12/26/2025	12/29/2025		$0
Medium	Robert Hawkins			20			
Fire Extinguishers				12/26/2025 12:21:56 AM	12/26/2025		
Monthly - Fire Extinguishers Inspection - Refer to PM schedule details.							
Tim Costello							
6348	Streets			12/26/2025	12/29/2025		$0
Medium	Randy Cook			20			
Grounds				12/26/2025 12:21:57 AM	12/26/2025		
Weekly - PM Schedule created on 6/14/2023 - Refer to PM schedule details.							
Tim Costello							
6349	Streets			12/26/2025	12/30/2025		$0
Medium	Tony Dix			20			
Trash Removal				12/26/2025 12:21:57 AM	12/26/2025		
Weekly - PM Schedule created on 6/26/2023 - Refer to PM schedule details.							
Tim Costello							

Work Order Summary List

Selected Date Range for Request Dates:12/11/2025 - 1/14/2026 Order By Status, Location

WOID	Location	Bldg./Unit	Deferred By	Request Date	Target Completion Date	Labor Hours	To Cos
Priority	Assigned To	Area Description	Reason	WO Age	Actual Completion Date		
Craft		Area Number	Deferred Until	Created Date/Time	Last Status Change Date		
Description			Action Taken				
Requester Name							
6350	Streets			12/28/2025	12/31/2025		$0
Medium	Randy Cook			18			
Grounds				12/28/2025 12:47:34 AM	12/28/2025		
Weekly - PM Schedule created on 6/14/2023 - Refer to PM schedule details.							
Tim Costello							
6353	Park - Briar Run			12/30/2025	1/2/2026		$0
Medium	Tony Dix			16			
Parks				12/30/2025 12:20:01 AM	12/30/2025		
Daily - PM Schedule created on 6/26/2023 - Refer to PM schedule details.							
Tim Costello							
6354	City Hall			1/2/2026	1/5/2026		$0
Medium	Robert Hawkins			13			
Air Conditioning				1/2/2026 12:19:01 AM	1/2/2026		
Monthly - PM Schedule created on 6/24/2016 - Refer to PM schedule details.							
Tim Costello							
6355	PD. STATION			1/2/2026	1/5/2026		$0
Medium	Robert Hawkins			13			
Air Conditioning				1/2/2026 12:19:01 AM	1/2/2026		
Monthly - PM Schedule created on 6/24/2016 - Refer to PM schedule details.							
Tim Costello							
6356	Streets			1/2/2026	1/5/2026		$0
Medium				13			
Grounds				1/2/2026 12:19:02 AM	1/2/2026		
Monthly - PM Schedule created on 6/14/2023 - Refer to PM schedule details.							
Tim Costello							
6357	Park - Briar Run			1/4/2026	1/7/2026		$0
Medium	Tony Dix			11			
Parks				1/4/2026 12:42:10 AM	1/4/2026		
Daily - PM Schedule created on 6/26/2023 - Refer to PM schedule details.							
Tim Costello							
6358	Streets			1/6/2026	1/10/2026		$0
Medium	Tony Dix			9			
Trash Removal				1/6/2026 12:13:56 AM	1/6/2026		
Weekly - PM Schedule created on 6/26/2023 - Refer to PM schedule details.							
Tim Costello							

Work Order Summary List

Selected Date Range for Request Dates:12/11/2025 - 1/14/2026 Order By Status, Location

WOID	Location	Bldg./Unit	Deferred By	Request Date	Target Completion Date	Labor Hours	To
Priority	Assigned To	Area Description	Reason	WO Age	Actual Completion Date		Cos
Craft		Area Number	Deferred Until	Created Date/Time	Last Status Change Date		
Description			Action Taken				
Requester Name							
6362	Streets			1/9/2026	1/13/2026		$0.
Medium	Tony Dix			6			
Trash Removal				1/9/2026 12:21:34 AM	1/9/2026		
Weekly - PM Schedule created on 6/26/2023 - Refer to PM schedule details.							
Tim Costello							
6363	Park - Briar Run			1/9/2026	1/12/2026		$0.
Medium	Tony Dix			6			
Parks				1/9/2026 12:21:34 AM	1/9/2026		
Daily - PM Schedule created on 6/26/2023 - Refer to PM schedule details.							
Tim Costello							
6367	Streets			1/13/2026	1/16/2026		$0.
Medium	Randy Cook			2			
Grounds				1/13/2026 12:25:51 AM	1/13/2026		
Weekly - PM Schedule created on 6/14/2023 - Refer to PM schedule details.							
Tim Costello							
6368	Park - Briar Run			1/14/2026	1/17/2026		$0.
Medium	Tony Dix			1			
Parks				1/14/2026 12:23:04 AM	1/14/2026		
Daily - PM Schedule created on 6/26/2023 - Refer to PM schedule details.							
Tim Costello							
Count: 20 Work Orders		**Avg. Age of WO's**	**16**		**Total for Pending**	**0**	**$0.(**
Status:	**Work In Progress**						
6361	PR Vehicle			1/8/2026			$0
Medium	Robert Hawkins			7			
Vehicle Maintenance				1/8/2026 2:22:15 PM	1/9/2026		
Right blinker light needs replaced							
Kim Hawkins							
6376	Streets			1/13/2026			$0
Medium	Curtis White			2			
				1/15/2026 7:22:19 AM	1/15/2026		
pick up 2 dead deer at 5th Ave round about							
Randy Cook							
Count: 2 Work Orders		**Avg. Age of WO's**	**5**		**Total for Work In Progress**	**0**	**$0.(**
Count: 43 Work Orders		**Avg. Age of WO's**	**12**		**Grand Total**	**50**	**$1,438**

AGENDA ITEM IV.4

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: PRESENTATION

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

SUBJECT: Finance Department Status Report - December

Staff is providing the following items for your review:

- Accounts Payable Council Report for December 2025
- General Fund Budget Report through December 2025
- Capital Improvement Fund Budget Report through December 2025
- Cash Account Balance as of 12/31/2025

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:

December 2025 AP Council Report.pdf
December 2025 General Fund Budget Report.pdf
December 2025 Capital Fund Budget Report.pdf
Cash Balance 12-31-2025.pdf

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
7-ELEVEN	12/11/25	LYNCH FUEL 11/2/25	GENERAL FUND	POLICE DEPARTMENT	52.29
				TOTAL:	52.29
8X8, INC	12/09/25	PHONES NOV 25	GENERAL FUND	CITY HALL	237.71
				TOTAL:	237.71
ABC PEST CONTROL	12/11/25	PD PEST CONTROL DEC 25	GENERAL FUND	POLICE DEPARTMENT	30.00
				TOTAL:	30.00
AC&T CO INC	12/11/25	P&R PT CRANES LN 10/13/25	PARKS & RECREATION	Parks & Recreation	176.00
	12/11/25	P&R PT LANCE SLUSHER 10/13	PARKS & RECREATION	Parks & Recreation	176.00
	12/11/25	P&R PT WEST END 10/13/25	PARKS & RECREATION	Parks & Recreation	176.00
				TOTAL:	528.00
ADOBE CREATIVE CLOUD	12/11/25	EB ADOBE SUB 11/26-12/25/2	GENERAL FUND	CITY ADMINISTRATION	26.73
	12/11/25	ADOBE SUB 11/7-12/6/25	PARKS & RECREATION	Parks & Recreation	32.09
	12/11/25	ADOBE AI ASSIST 11/7-12/6/	PARKS & RECREATION	Parks & Recreation	7.48
				TOTAL:	66.30
AFLAC	12/04/25	AFLAC AT	GENERAL FUND	NON-DEPARTMENTAL	11.34
	12/04/25	AFLAC AT	GENERAL FUND	NON-DEPARTMENTAL	11.34
	12/04/25	AFLAC Payable B4	GENERAL FUND	NON-DEPARTMENTAL	566.01
	12/04/25	AFLAC Payable B4	GENERAL FUND	NON-DEPARTMENTAL	566.01
	12/04/25	AFLAC PAYABLE B4	PARKS & RECREATION	NON-DEPARTMENTAL	67.74
	12/04/25	AFLAC PAYABLE B4	PARKS & RECREATION	NON-DEPARTMENTAL	67.74
				TOTAL:	1,290.18
AMAZON.COM	12/11/25	CH 3FLR PIC FRAMES/TOASTER	GENERAL FUND	CITY ADMINISTRATION	23.26
	12/11/25	ADMIN GRAND OPENING SUPPLI	GENERAL FUND	CITY ADMINISTRATION	16.99
	12/11/25	ADMIN GRAND OPENING SUPPLI	GENERAL FUND	CITY ADMINISTRATION	55.99
	12/11/25	ADMIN GRAND OPEN STANCHION	GENERAL FUND	CITY ADMINISTRATION	66.99
	12/11/25	ADMIN PICTURE FRAMES X6	GENERAL FUND	CITY ADMINISTRATION	42.29
	12/11/25	WV MAPS RANSON ELEM X30	GENERAL FUND	CITY ADMINISTRATION	31.86
	12/11/25	P&Z DK ORG/STICKY NOTES/TA	GENERAL FUND	PLANNING & ZONING	9.88
	12/11/25	TT TONER X4	GENERAL FUND	CITY HALL	84.36
	12/11/25	BA PENS X24	GENERAL FUND	CITY HALL	24.40
	12/11/25	CH 3FLR PIC FRAMES/TOASTER	GENERAL FUND	CITY HALL	21.33
	12/11/25	P&Z DK ORG/STICKY NOTES/TA	GENERAL FUND	CITY HALL	8.95
	12/11/25	P&Z DK ORG/STICKY NOTES/TA	GENERAL FUND	CITY HALL	6.99
	12/11/25	CH PT X30/TP X48	GENERAL FUND	CITY HALL	33.99
	12/11/25	CH PT X30/TP X48	GENERAL FUND	CITY HALL	33.88
	12/11/25	CH COPY PAPER X10 REAMS	GENERAL FUND	CITY HALL	93.98
	12/11/25	P&Z COFFEE X2	GENERAL FUND	CITY HALL	50.99
	12/11/25	CH FEBREZE X6	GENERAL FUND	CITY HALL	43.98
	12/11/25	CH/PW TP X96	GENERAL FUND	CITY HALL	32.98
	12/11/25	CH COPY PAPER X20 REAMS/CO	GENERAL FUND	CITY HALL	93.98
	12/11/25	CH COPY PAPER X20 REAMS/CO	GENERAL FUND	CITY HALL	34.76
	12/11/25	CH COPY PAPER X20 REAMS/CO	GENERAL FUND	CITY HALL	16.85
	12/11/25	CH COPY PAPER X20 REAMS/CO	GENERAL FUND	CITY HALL	13.49
	12/11/25	PD PAPER TOWELS X30	GENERAL FUND	POLICE DEPARTMENT	33.69
	12/11/25	PD LYSOL CLEANER X2	GENERAL FUND	POLICE DEPARTMENT	8.50
	12/11/25	PD BLACK PRINTER INK X1	GENERAL FUND	POLICE DEPARTMENT	21.23
	12/11/25	PW 7PC WHEEL THREAD KIT	GENERAL FUND	STREETS & TRANSPORT	41.01
	12/11/25	PLATES/CUTLERY/SMK MACHINE	GENERAL FUND	STREETS & TRANSPORT	23.08
	12/11/25	PLATES/CUTLERY/SMK MACHINE	GENERAL FUND	STREETS & TRANSPORT	16.14
	12/11/25	PLATES/CUTLERY/SMK MACHINE	GENERAL FUND	STREETS & TRANSPORT	22.53

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	12/11/25	CH/PW TP X96	GENERAL FUND	STREETS & TRANSPORT	32.98
	12/11/25	CVB BNK BX/ TREE LGHT SUPP	PARKS & RECREATION	Parks & Recreation	79.98
	12/11/25	CVB BNK BX/ TREE LGHT SUPP	PARKS & RECREATION	TOURISM & EVENTS	24.99
	12/11/25	CVB BNK BX/ TREE LGHT SUPP	PARKS & RECREATION	TOURISM & EVENTS	31.99
	12/11/25	CVB BNK BX/ TREE LGHT SUPP	PARKS & RECREATION	TOURISM & EVENTS	61.99
	12/11/25	TREE LGHT 25' RIBBON/BCKDR	PARKS & RECREATION	TOURISM & EVENTS	101.97
	12/11/25	TREE LGHT 25' RIBBON/BCKDR	PARKS & RECREATION	TOURISM & EVENTS	117.98
	12/11/25	XMAS PARADE25' GARLAND X4	PARKS & RECREATION	TOURISM & EVENTS	47.96
	12/11/25	TREE LGHT 25' GRINCH SHOES	PARKS & RECREATION	TOURISM & EVENTS	54.95
	12/11/25	TREE LGHT 25' MRSHMLLWS X5	PARKS & RECREATION	TOURISM & EVENTS	13.90
	12/11/25	TREE LGHT 25' SANTA SUIT/C	PARKS & RECREATION	TOURISM & EVENTS	57.76
	12/11/25	TREE LGHT 25' SANTA SUIT/C	PARKS & RECREATION	TOURISM & EVENTS	66.68
	12/11/25	PLATES/CUTLERY/SMK MACHINE	PARKS & RECREATION	TOURISM & EVENTS	77.98
				TOTAL:	1,779.46
AMERICAN EXPRESS - MERCH FEES	12/05/25	NOV2025 AMEX TRANSACTION F	GENERAL FUND	CITY HALL	0.64
				TOTAL:	0.64
AMERICAN PRODUCERS SUPPLY	12/11/25	P&R SUPPLIES	PARKS & RECREATION	Parks & Recreation	27.96
	12/11/25	P&R SUPPLIES	PARKS & RECREATION	Parks & Recreation	72.07
	12/11/25	P&R SUPPLIES	PARKS & RECREATION	Parks & Recreation	64.01
	12/11/25	P&R SUPPLIES	PARKS & RECREATION	Parks & Recreation	101.96
	12/11/25	P&R SUPPLIES	PARKS & RECREATION	Parks & Recreation	64.01
	12/11/25	P&R SUPPLIES	PARKS & RECREATION	Parks & Recreation	144.14
	12/11/25	P&R SUPPLIES	PARKS & RECREATION	Parks & Recreation	23.85
				TOTAL:	498.00
APPLE VALLEY WASTE	12/11/25	PW P/U OCT 25	GENERAL FUND	STREETS & TRANSPORT	861.15
				TOTAL:	861.15
ASK HEATING & AIR CONDITIONING	12/11/25	CH SERVICE CALL 11/5/25	GENERAL FUND	CITY HALL	159.00
				TOTAL:	159.00
AUTO ZONE	12/11/25	CH #22 KEY FOB BATTERY X1	GENERAL FUND	PLANNING & ZONING	11.63
	12/11/25	PW #1 FLOOR MATS X1	GENERAL FUND	STREETS & TRANSPORT	59.99
	12/11/25	PW FUNNEL KIT X1	GENERAL FUND	STREETS & TRANSPORT	19.59
	12/11/25	PW OIL FILTERS X2	GENERAL FUND	STREETS & TRANSPORT	17.08
				TOTAL:	108.29
BCN TELECOM INC	12/18/25	INTERNET DEC 25	GENERAL FUND	CITY HALL	548.98
	12/18/25	INTERNET DEC 25	GENERAL FUND	POLICE DEPARTMENT	161.90
	12/18/25	INTERNET DEC 25	GENERAL FUND	STREETS & TRANSPORT	149.40
	12/18/25	INTERNET DEC 25	PARKS & RECREATION	Parks & Recreation	149.40
	12/18/25	INTERNET DEC 25	PARKS & RECREATION	Parks & Recreation	190.90
				TOTAL:	1,200.58
BLUERIDGE THRIFT STORE	12/11/25	PIZZAW/SANTA 25' GIFT BASK	PARKS & RECREATION	TOURISM & EVENTS	26.33
				TOTAL:	26.33
BP	12/11/25	WATSON FUEL 11/7-23/25	GENERAL FUND	POLICE DEPARTMENT	289.12
	12/11/25	PORTNER FUEL 10/31-11/22/2	GENERAL FUND	POLICE DEPARTMENT	269.89
	12/11/25	MCBRIDE FUEL 11/11-19/25	GENERAL FUND	POLICE DEPARTMENT	123.51
	12/11/25	HOSBY-BROWN FUEL 11/1-23/2	GENERAL FUND	POLICE DEPARTMENT	234.86
	12/11/25	CUSTER FUEL 10/31-11/20/25	GENERAL FUND	POLICE DEPARTMENT	278.35
	12/11/25	SILVEOUS FUEL 11/18/25	GENERAL FUND	STREETS & TRANSPORT	91.36
				TOTAL:	1,287.09

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
BREEZY HR INC	12/11/25	HR CONSULT 11/20-12/20/25	GENERAL FUND	CITY ADMINISTRATION	189.00
				TOTAL:	189.00
BUREAU FOR CHILD SUPPORT ENFORCEMENT	12/05/25	# 813397	GENERAL FUND	NON-DEPARTMENTAL	353.65
	12/19/25	# 813397	GENERAL FUND	NON-DEPARTMENTAL	353.65
				TOTAL:	707.30
BURR PARK LIBERTY	12/11/25	SIGULINSKY FUEL 11/18/25	GENERAL FUND	POLICE DEPARTMENT	61.00
	12/11/25	LYNCH FUEL 11/8-25/25	GENERAL FUND	POLICE DEPARTMENT	218.85
	12/11/25	LANCASTER FUEL 11/17/25	GENERAL FUND	POLICE DEPARTMENT	58.83
	12/11/25	MCCLURE FUEL 11/13/25	PARKS & RECREATION	Parks & Recreation	41.29
				TOTAL:	379.97
CAPITOL BUILDING SUPPLY	12/11/25	PW BLDG DRYWALL	CAPITAL IMPROVEMEN	STREETS - PUBLIC WORKS	2,284.20
	12/11/25	PW BLDG DRYWALL	CAPITAL IMPROVEMEN	STREETS - PUBLIC WORKS	1,210.00
	12/11/25	PW BLDG DRYWALL	CAPITAL IMPROVEMEN	STREETS - PUBLIC WORKS	673.20
	12/11/25	PW BLDG DRYWALL	CAPITAL IMPROVEMEN	STREETS - PUBLIC WORKS	337.50
	12/11/25	PW BLDG DRYWALL	CAPITAL IMPROVEMEN	STREETS - PUBLIC WORKS	329.00
	12/11/25	PW BLDG DRYWALL	CAPITAL IMPROVEMEN	STREETS - PUBLIC WORKS	962.40
	12/11/25	PW BLDG DRYWALL	CAPITAL IMPROVEMEN	STREETS - PUBLIC WORKS	84.99
				TOTAL:	5,881.29
CHARLES TOWN UTILITIES GENERAL FUND	12/11/25	WATER 9/15-10/15/25	GENERAL FUND	CITY HALL	163.37
	12/11/25	WATER 9/15-10/15/25	GENERAL FUND	POLICE DEPARTMENT	56.16
	12/11/25	WATER 9/15-10/15/25	GENERAL FUND	STREETS & TRANSPORT	249.81
	12/11/25	WATER 9/15-10/15/25	GENERAL FUND	STREETS & TRANSPORT	56.16
	12/11/25	WATER 9/15-10/15/25	GENERAL FUND	STREET LIGHTS	56.16
	12/11/25	P&R WATER 9/15-10/15/25	PARKS & RECREATION	Parks & Recreation	292.47
	12/11/25	P&R WATER 9/15-10/15/25	PARKS & RECREATION	Parks & Recreation	56.16
	12/11/25	CVB WATER 9/15-10/15/25	PARKS & RECREATION	Parks & Recreation	56.16
	12/11/25	MF SEWER 9/30-10/30/25	PARKS & RECREATION	Parks & Recreation	188.44
				TOTAL:	1,174.89
CHATGPT SUBSCRIPTION	12/11/25	WILT OPEN AI SUB 11/25	GENERAL FUND	CITY ADMINISTRATION	21.40
				TOTAL:	21.40
COMPTROLLER OF MARYLAND	12/22/25	MD Withholding	GENERAL FUND	NON-DEPARTMENTAL	213.32
	12/22/25	MD Withholding	GENERAL FUND	NON-DEPARTMENTAL	213.32
	12/22/25	MD Withholding	GENERAL FUND	NON-DEPARTMENTAL	213.32
	12/22/25	MD Withholding	GENERAL FUND	NON-DEPARTMENTAL	213.32
	12/22/25	MD Withholding	GENERAL FUND	NON-DEPARTMENTAL	213.32
	12/22/25	MD Withholding	GENERAL FUND	NON-DEPARTMENTAL	213.32
				TOTAL:	1,279.92
CONSTANT CONTACT	12/11/25	EMAILS NOV 25	PARKS & RECREATION	Parks & Recreation	131.00
				TOTAL:	131.00
CRANE'S WELDING LLC	12/22/25	PW BLDG STAIRS	CAPITAL IMPROVEMEN	STREETS - PUBLIC WORKS	7,975.00
				TOTAL:	7,975.00
CREAMERS TIRE & AUTO SERVICE CENTER	12/11/25	PD #13 TIRE REPAIR	GENERAL FUND	POLICE DEPARTMENT	31.25
	12/11/25	PD #25 PATCH & TIRE X1	GENERAL FUND	POLICE DEPARTMENT	5.00
	12/11/25	PD #25 PATCH & TIRE X1	GENERAL FUND	POLICE DEPARTMENT	5.00
	12/11/25	PD #25 PATCH & TIRE X1	GENERAL FUND	POLICE DEPARTMENT	383.01
	12/11/25	P&R #23 MNT/BAL/ALG TIRES	PARKS & RECREATION	Parks & Recreation	223.60
				TOTAL:	647.86

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
DEPARTMENT OF TAX & REVENUE	12/19/25	WV State Withholding	GENERAL FUND	NON-DEPARTMENTAL	4,325.00
	12/19/25	WV State Withholding	GENERAL FUND	NON-DEPARTMENTAL	52.00
	12/19/25	WV State Withholding	GENERAL FUND	NON-DEPARTMENTAL	292.00
	12/19/25	WV State Withholding	GENERAL FUND	NON-DEPARTMENTAL	4,427.00
	12/19/25	WV State Withholding	GENERAL FUND	NON-DEPARTMENTAL	5.00
				TOTAL:	9,101.00
DIRTY GIRL	12/02/25	CLEANING 11/5-25/25	GENERAL FUND	CITY HALL	600.00
	12/02/25	CLEANING SUPPLIES	GENERAL FUND	CITY HALL	17.29
	12/02/25	CLEANING SUPPLIES	GENERAL FUND	CITY HALL	29.99
	12/02/25	CLEANING SUPPLIES	GENERAL FUND	CITY HALL	11.91
	12/18/25	CLEANING 11/30-12/13/25	GENERAL FUND	CITY HALL	1,000.00
	12/02/25	CLEANING 11/5-25/25	GENERAL FUND	POLICE DEPARTMENT	437.50
	12/18/25	CLEANING 11/30-12/13/25	GENERAL FUND	POLICE DEPARTMENT	350.00
	12/02/25	CLEANING 11/5-25/25	GENERAL FUND	STREETS & TRANSPORT	312.00
	12/18/25	CLEANING 11/30-12/13/25	GENERAL FUND	STREETS & TRANSPORT	250.00
	12/02/25	CLEANING 11/5-25/25	PARKS & RECREATION	Parks & Recreation	400.00
	12/02/25	CLEANING 11/5-25/25	PARKS & RECREATION	Parks & Recreation	300.00
	12/02/25	CLEANING 11/5-25/25	PARKS & RECREATION	Parks & Recreation	300.00
	12/18/25	CLEANING 11/30-12/13/25	PARKS & RECREATION	Parks & Recreation	500.00
	12/18/25	CLEANING 11/30-12/13/25	PARKS & RECREATION	Parks & Recreation	600.00
	12/18/25	CLEANING 11/30-12/13/25	PARKS & RECREATION	Parks & Recreation	200.00
				TOTAL:	5,308.69
DOLLAR GENERAL STORE	12/11/25	TREE LGHT 25' BOWS	PARKS & RECREATION	TOURISM & EVENTS	17.12
				TOTAL:	17.12
DOLLAR TREE	12/11/25	PIZZAW/SANTA 25' DECORATIO	PARKS & RECREATION	TOURISM & EVENTS	22.47
				TOTAL:	22.47
ENCOVA INSURANCE	12/09/25	FY25 WCP INSTALL	GENERAL FUND	CITY HALL	11,180.00
				TOTAL:	11,180.00
ETS CORPORATION	12/02/25	NOV2025 MERCH FEES - MGO C	GENERAL FUND	CITY HALL	1,968.23
				TOTAL:	1,968.23
EXECUTIVE EMERGENCY LIGHTING LLC	12/11/25	PW #29 INSTALL INTR LGHTBA	CAPITAL IMPROVEMEN	STREETS - PUBLIC WORKS	529.20
	12/11/25	PW #27 REAR WIN WRN LIGHT	CAPITAL IMPROVEMEN	STREETS - PUBLIC WORKS	1,074.60
				TOTAL:	1,603.80
FACEBOOK	12/11/25	CRFT FIR/MON BASH AD 10/26	PARKS & RECREATION	Parks & Recreation	6.13
	12/11/25	CRFT FIR/MON BASH AD 10/26	PARKS & RECREATION	Parks & Recreation	21.12
	12/11/25	EVENT AD 10/30-11/14/25	PARKS & RECREATION	Parks & Recreation	8.19
	12/11/25	EVENT AD 10/30-11/14/25	PARKS & RECREATION	Parks & Recreation	16.73
	12/11/25	EVENT AD 10/30-11/14/25	PARKS & RECREATION	Parks & Recreation	8.45
				TOTAL:	60.62
FIRST CITIZEN BANK & TRUST CO	12/02/25	1&3 FLR COPY LEASE NOV 25	GENERAL FUND	CITY HALL	478.00
	12/09/25	P&Z COPIER LEASE NOV 25	GENERAL FUND	CITY HALL	247.00
	12/29/25	1&3 FLR COPIER DEC 25	GENERAL FUND	CITY HALL	478.00
				TOTAL:	1,203.00
FOREMOST PROMOTIONS/PROMOTIONS NOW	12/11/25	PD SUPPLIES	GENERAL FUND	POLICE DEPARTMENT	155.00
	12/11/25	PD SUPPLIES	GENERAL FUND	POLICE DEPARTMENT	190.00
	12/11/25	PD SUPPLIES	GENERAL FUND	POLICE DEPARTMENT	126.30
				TOTAL:	471.30

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
FRONTIER	12/09/25	CH FIRE ALARM DEC 25	GENERAL FUND	CITY HALL	147.98
	12/09/25	CH FAX LINE DEC 25	GENERAL FUND	CITY HALL	149.14
	12/18/25	CH ELEVATOR DEC 25	GENERAL FUND	CITY HALL	96.69
	12/22/25	TRIFECTA ALARM DEC 25	GENERAL FUND	CITY HALL	193.54
	12/29/25	PD FAX LINE DEC 25	GENERAL FUND	POLICE DEPARTMENT	202.92
				TOTAL:	790.27
GO-MART	12/11/25	MILLER FUEL 10/30-11/3/25	GENERAL FUND	POLICE DEPARTMENT	135.45
				TOTAL:	135.45
HARBOR FREIGHT TOOLS	12/11/25	PW SERP BELT KIT/JACK PAD	GENERAL FUND	STREETS & TRANSPORT	82.98
	12/11/25	PAINTING SUIT X 2	GENERAL FUND	STREETS & TRANSPORT	15.98
				TOTAL:	98.96
HARRIS TREE REMOVAL & SERVICES	12/09/25	W 4TH AVE RMVE 3 TREES	CAPITAL IMPROVEMEN	STREETS - PUBLIC WORKS	3,500.00
				TOTAL:	3,500.00
HOBBY LOBBY	12/11/25	TREE LGHT 25' BOWS X9	PARKS & RECREATION	TOURISM & EVENTS	50.41
	12/11/25	TREE LGHT 25' BOWS X13	PARKS & RECREATION	TOURISM & EVENTS	84.37
	12/11/25	TREE LGHT 25' RETURN	PARKS & RECREATION	TOURISM & EVENTS	31.07-
	12/11/25	TREE LGHT 25' BOWS/LIGHTS	PARKS & RECREATION	TOURISM & EVENTS	93.29
				TOTAL:	197.00
HOME DEPOT	12/11/25	FOOD DRIVE BOXES X3	GENERAL FUND	CITY COUNCIL	49.30
	12/11/25	PD BATHROOM FAN X1	GENERAL FUND	POLICE DEPARTMENT	25.00
	12/11/25	PD EXHAUST FAN X1	GENERAL FUND	POLICE DEPARTMENT	22.00
	12/11/25	ZIP TIES TREE LIGHT 25' X6	GENERAL FUND	STREETS & TRANSPORT	24.00
	12/11/25	ZIP TIES TREE LIGHT 25' X5	GENERAL FUND	STREETS & TRANSPORT	48.93
	12/11/25	TREE LGHT 25' UTL PLUGS X6	GENERAL FUND	STREETS & TRANSPORT	71.87
	12/11/25	PW POST DIGGER/WOOD SPLITT	GENERAL FUND	STREETS & TRANSPORT	106.93
	12/11/25	PW CAULK GUN/CAULK	GENERAL FUND	STREETS & TRANSPORT	25.56
	12/11/25	PW SAE WRENCH SET/MM WRENC	GENERAL FUND	STREETS & TRANSPORT	99.94
	12/11/25	PW AA BATT X36/GLOVES X1	GENERAL FUND	STREETS & TRANSPORT	28.75
	12/11/25	PW MAG SCKT RAIL X2/CAULKX	GENERAL FUND	STREETS & TRANSPORT	55.90
	12/11/25	ANTI SKID DOOR STOP X 8	GENERAL FUND	STREETS & TRANSPORT	3.48
	12/11/25	PW PRY BAR SET X1	GENERAL FUND	STREETS & TRANSPORT	60.46
	12/11/25	PW 1/2 FUEL RATCHET X1	GENERAL FUND	STREETS & TRANSPORT	199.00
	12/11/25	PW BLDG DR HANDLE/SCREWS X	CAPITAL IMPROVEMEN	STREETS - PUBLIC WORKS	55.88
	12/11/25	PW BLDG ROOF CAULK X4	CAPITAL IMPROVEMEN	STREETS - PUBLIC WORKS	46.32
	12/11/25	PW ROOF SEALANT	CAPITAL IMPROVEMEN	STREETS - PUBLIC WORKS	79.44
	12/11/25	TREE LGHT 25' TOTES X3	PARKS & RECREATION	Parks & Recreation	20.91
	12/11/25	TREE LGHT 25' SUPPLIES	PARKS & RECREATION	Parks & Recreation	16.87
	12/11/25	XMAS FLT PAINT/BRUSHES	PARKS & RECREATION	TOURISM & EVENTS	194.74
	12/11/25	XMAS FLT PAINT/LIGHTS	PARKS & RECREATION	TOURISM & EVENTS	83.75
	12/11/25	XMAS FLT HINGES/LUMBER	PARKS & RECREATION	TOURISM & EVENTS	47.42
	12/11/25	TREE LGT 25' CHARCOAL X2/P	PARKS & RECREATION	TOURISM & EVENTS	72.28
	12/11/25	XMAS FLT TUBING/FAN/TAPE	PARKS & RECREATION	TOURISM & EVENTS	63.27
	12/11/25	TREE LGHT 25' PAINT X4	PARKS & RECREATION	TOURISM & EVENTS	19.92
	12/11/25	TREE LGHT 25' PAINT RETURN	PARKS & RECREATION	TOURISM & EVENTS	9.96-
	12/11/25	TREE LGHT 25'' SUPPLIES	PARKS & RECREATION	TOURISM & EVENTS	33.96
	12/11/25	TREE LGHT 25'' SUPPLIES	PARKS & RECREATION	TOURISM & EVENTS	29.92
	12/11/25	TREE LGHT 25'' SUPPLIES	PARKS & RECREATION	TOURISM & EVENTS	14.97
	12/11/25	TREE LGHT 25'' SUPPLIES	PARKS & RECREATION	TOURISM & EVENTS	25.96
	12/11/25	TREE LGHT 25'' SUPPLIES	PARKS & RECREATION	TOURISM & EVENTS	22.26
	12/11/25	TREE LGHT 25'' SUPPLIES	PARKS & RECREATION	TOURISM & EVENTS	18.87
	12/11/25	TREE LGHT 25' SUPPLIES	PARKS & RECREATION	TOURISM & EVENTS	14.92

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	12/11/25	TREE LGHT 25' SUPPLIES	PARKS & RECREATION	TOURISM & EVENTS	37.86
				TOTAL:	1,710.68
HOME TEAM PEST DEFENSE	12/11/25	CH PEST CONTROL NOV 25	GENERAL FUND	CITY HALL	273.80
	12/11/25	PW PEST CONTROL OCT 25	GENERAL FUND	STREETS & TRANSPORT	79.40
	12/11/25	PW PEST CONTROL NOV 25	GENERAL FUND	STREETS & TRANSPORT	79.40
				TOTAL:	432.60
IDCREATOR.COM	12/11/25	ID'S 3RD PARTY INSPECTORS	GENERAL FUND	PLANNING & ZONING	31.99
				TOTAL:	31.99
INTERNAL REVENUE SERVICE	12/05/25	Federal Withholding	GENERAL FUND	NON-DEPARTMENTAL	11,478.66
	12/02/25	Federal Withholding	GENERAL FUND	NON-DEPARTMENTAL	54.05
	12/05/25	Federal Withholding	GENERAL FUND	NON-DEPARTMENTAL	1,017.50
	12/19/25	Federal Withholding	GENERAL FUND	NON-DEPARTMENTAL	13,191.93
	12/05/25	Social Security Payable	GENERAL FUND	NON-DEPARTMENTAL	7,586.61
	12/02/25	Social Security Payable	GENERAL FUND	NON-DEPARTMENTAL	105.05
	12/05/25	Social Security Payable	GENERAL FUND	NON-DEPARTMENTAL	446.78
	12/19/25	Social Security Payable	GENERAL FUND	NON-DEPARTMENTAL	7,712.87
	12/15/25	Social Security Payable	GENERAL FUND	NON-DEPARTMENTAL	167.84
	12/16/25	Social Security Payable	GENERAL FUND	NON-DEPARTMENTAL	14.43
	12/29/25	Social Security Payable	GENERAL FUND	NON-DEPARTMENTAL	50.34
	12/05/25	Medicare Payable	GENERAL FUND	NON-DEPARTMENTAL	1,774.27
	12/02/25	Medicare Payable	GENERAL FUND	NON-DEPARTMENTAL	24.57
	12/05/25	Medicare Payable	GENERAL FUND	NON-DEPARTMENTAL	104.49
	12/19/25	Medicare Payable	GENERAL FUND	NON-DEPARTMENTAL	1,803.80
	12/15/25	Medicare Payable	GENERAL FUND	NON-DEPARTMENTAL	39.26
	12/16/25	Medicare Payable	GENERAL FUND	NON-DEPARTMENTAL	3.37
	12/29/25	Medicare Payable	GENERAL FUND	NON-DEPARTMENTAL	11.79
	12/05/25	Social Security Payable	GENERAL FUND	MAYOR'S OFFICE	62.00
	12/05/25	Medicare Payable	GENERAL FUND	MAYOR'S OFFICE	14.50
	12/05/25	Social Security Payable	GENERAL FUND	CITY COUNCIL	310.02
	12/05/25	Medicare Payable	GENERAL FUND	CITY COUNCIL	72.48
	12/05/25	Social Security Payable	GENERAL FUND	CITY ADMINISTRATION	517.65
	12/19/25	Social Security Payable	GENERAL FUND	CITY ADMINISTRATION	517.65
	12/05/25	Medicare Payable	GENERAL FUND	CITY ADMINISTRATION	121.06
	12/19/25	Medicare Payable	GENERAL FUND	CITY ADMINISTRATION	121.06
	12/05/25	Social Security Payable	GENERAL FUND	POLICE JUDGE'S OFFICE	62.00
	12/05/25	Medicare Payable	GENERAL FUND	POLICE JUDGE'S OFFICE	14.50
	12/05/25	Social Security Payable	GENERAL FUND	PLANNING & ZONING	838.15
	12/02/25	Social Security Payable	GENERAL FUND	PLANNING & ZONING	105.05
	12/19/25	Social Security Payable	GENERAL FUND	PLANNING & ZONING	779.16
	12/05/25	Medicare Payable	GENERAL FUND	PLANNING & ZONING	196.03
	12/02/25	Medicare Payable	GENERAL FUND	PLANNING & ZONING	24.57
	12/19/25	Medicare Payable	GENERAL FUND	PLANNING & ZONING	182.23
	12/05/25	Social Security Payable	GENERAL FUND	CITY HALL	666.40
	12/19/25	Social Security Payable	GENERAL FUND	CITY HALL	666.41
	12/05/25	Medicare Payable	GENERAL FUND	CITY HALL	155.85
	12/19/25	Medicare Payable	GENERAL FUND	CITY HALL	155.85
	12/05/25	Social Security Payable	GENERAL FUND	POLICE DEPARTMENT	3,528.53
	12/05/25	Social Security Payable	GENERAL FUND	POLICE DEPARTMENT	104.04
	12/19/25	Social Security Payable	GENERAL FUND	POLICE DEPARTMENT	3,912.23
	12/15/25	Social Security Payable	GENERAL FUND	POLICE DEPARTMENT	167.84
	12/16/25	Social Security Payable	GENERAL FUND	POLICE DEPARTMENT	14.43
	12/29/25	Social Security Payable	GENERAL FUND	POLICE DEPARTMENT	50.34
	12/05/25	Medicare Payable	GENERAL FUND	POLICE DEPARTMENT	825.22

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	12/05/25	Medicare Payable	GENERAL FUND	POLICE DEPARTMENT	24.33
	12/19/25	Medicare Payable	GENERAL FUND	POLICE DEPARTMENT	914.94
	12/15/25	Medicare Payable	GENERAL FUND	POLICE DEPARTMENT	39.26
	12/16/25	Medicare Payable	GENERAL FUND	POLICE DEPARTMENT	3.37
	12/29/25	Medicare Payable	GENERAL FUND	POLICE DEPARTMENT	11.79
	12/05/25	Social Security Payable	GENERAL FUND	STREETS & TRANSPORT	1,601.86
	12/05/25	Social Security Payable	GENERAL FUND	STREETS & TRANSPORT	342.74
	12/19/25	Social Security Payable	GENERAL FUND	STREETS & TRANSPORT	1,837.42
	12/05/25	Medicare Payable	GENERAL FUND	STREETS & TRANSPORT	374.63
	12/05/25	Medicare Payable	GENERAL FUND	STREETS & TRANSPORT	80.16
	12/19/25	Medicare Payable	GENERAL FUND	STREETS & TRANSPORT	429.72
				TOTAL:	65,433.08
JACKSON CONCRETE CORP	12/22/25	PW BLDG CONCRETE POUR	CAPITAL IMPROVEMEN	STREETS - PUBLIC WORKS	2,500.00
				TOTAL:	2,500.00
JEFFERSON COUNTY CHAMBER OF COMMERCE,	12/11/25	RA MEMBERSHIP LUNCH NOV 25	GENERAL FUND	PLANNING & ZONING	30.00
	12/11/25	RA HOLIDAY MIXER 2025	GENERAL FUND	PLANNING & ZONING	10.00
				TOTAL:	40.00
JEFFERSON COUNTY EMERGENCY COMMUNICATI	12/04/25	PD CAD/MOBILE 9/6-10/5/25	GENERAL FUND	POLICE DEPARTMENT	512.81
				TOTAL:	512.81
JEFFERSON COUNTY CVB	12/04/25	HOTEL TX COLLECT NOV 25	GENERAL FUND	INVALID DEPARTMENT	33,394.89
				TOTAL:	33,394.89
JEFFERSON PUBLISHING CO. INC	12/11/25	NPH PRES PNT PH 6&7 11/13/	GENERAL FUND	PLANNING & ZONING	48.50
	12/11/25	NPH PRKLND COMMNS 2 11/13/	GENERAL FUND	PLANNING & ZONING	46.86
	12/11/25	NPH PRKLND COMM PH 1 11/13	GENERAL FUND	PLANNING & ZONING	38.66
	12/11/25	NPH RANSON MUN CODES 11/13	GENERAL FUND	PLANNING & ZONING	53.42
	12/11/25	COUNCIL AT LARGE VAC AD 10	GENERAL FUND	ELECTIONS	43.58
				TOTAL:	231.02
JEFFERSON SECURITY BANK	12/05/25	Christmas Club	GENERAL FUND	NON-DEPARTMENTAL	690.00
	12/19/25	Christmas Club	GENERAL FUND	NON-DEPARTMENTAL	690.00
				TOTAL:	1,380.00
JOHN HANCOCK	12/05/25	457b payment	GENERAL FUND	NON-DEPARTMENTAL	8,502.46
	12/19/25	457b payment	GENERAL FUND	NON-DEPARTMENTAL	8,568.47
	12/05/25	STANLEY 401 LOAN REPYMT	GENERAL FUND	NON-DEPARTMENTAL	104.47
	12/19/25	STANLEY 401 LOAN REPYMT	GENERAL FUND	NON-DEPARTMENTAL	104.47
	12/05/25	Ret OVT Contribution	GENERAL FUND	NON-DEPARTMENTAL	893.88
	12/19/25	Ret OVT Contribution	GENERAL FUND	NON-DEPARTMENTAL	797.34
	12/05/25	ROTH 457b Payment	GENERAL FUND	NON-DEPARTMENTAL	397.52
	12/19/25	ROTH 457b Payment	GENERAL FUND	NON-DEPARTMENTAL	235.79
	12/05/25	401a Payment	GENERAL FUND	CITY ADMINISTRATION	399.73
	12/19/25	401a Payment	GENERAL FUND	CITY ADMINISTRATION	399.73
	12/05/25	457b payment	GENERAL FUND	CITY ADMINISTRATION	399.73
	12/19/25	457b payment	GENERAL FUND	CITY ADMINISTRATION	399.73
	12/05/25	401a Payment	GENERAL FUND	PLANNING & ZONING	652.52
	12/19/25	401a Payment	GENERAL FUND	PLANNING & ZONING	599.07
	12/05/25	457b payment	GENERAL FUND	PLANNING & ZONING	495.74
	12/19/25	457b payment	GENERAL FUND	PLANNING & ZONING	442.02
	12/05/25	401a Payment	GENERAL FUND	CITY HALL	511.84
	12/19/25	401a Payment	GENERAL FUND	CITY HALL	511.84
	12/05/25	457b payment	GENERAL FUND	CITY HALL	511.84

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	12/19/25	457b payment	GENERAL FUND	CITY HALL	511.84
	12/05/25	401a Payment	GENERAL FUND	POLICE DEPARTMENT	2,392.13
	12/19/25	401a Payment	GENERAL FUND	POLICE DEPARTMENT	2,425.04
	12/05/25	457b payment	GENERAL FUND	POLICE DEPARTMENT	2,392.13
	12/19/25	457b payment	GENERAL FUND	POLICE DEPARTMENT	2,425.04
	12/05/25	401a Payment	GENERAL FUND	STREETS & TRANSPORT	1,239.88
	12/19/25	401a Payment	GENERAL FUND	STREETS & TRANSPORT	1,239.88
	12/05/25	457b payment	GENERAL FUND	STREETS & TRANSPORT	1,189.89
	12/19/25	457b payment	GENERAL FUND	STREETS & TRANSPORT	1,189.89
				TOTAL:	39,933.91
K HOVNANIAN COMPANIES	12/18/25	BLD PRMT 25-717 REFUND	GENERAL FUND	NON-DEPARTMENTAL	100.00
				TOTAL:	100.00
KIMLEY - HORN AND ASSOCIATES INC.	12/18/25	FY26 GEN SVC NOV 25	GENERAL FUND	PLANNING & ZONING	2,855.06
				TOTAL:	2,855.06
LEAF	12/11/25	PW COPIER LEASE NOV 25	GENERAL FUND	STREETS & TRANSPORT	123.00
				TOTAL:	123.00
LIBERTY	12/11/25	WHITE FUEL 10/30-11/24/25	GENERAL FUND	STREETS & TRANSPORT	140.00
				TOTAL:	140.00
LINCOLN FINANCIAL GROUP	12/04/25	DEC LIFE INS,STD,LTD,PREMI	GENERAL FUND	NON-DEPARTMENTAL	339.50
	12/04/25	DEC LIFE INS,STD,LTD,PREMI	GENERAL FUND	CITY ADMINISTRATION	141.71
	12/04/25	DEC LIFE INS,STD,LTD,PREMI	GENERAL FUND	PLANNING & ZONING	312.96
	12/04/25	DEC LIFE INS,STD,LTD,PREMI	GENERAL FUND	CITY HALL	267.14
	12/04/25	DEC LIFE INS,STD,LTD,PREMI	GENERAL FUND	POLICE DEPARTMENT	1,192.41
	12/04/25	DEC LIFE INS,STD,LTD,PREMI	GENERAL FUND	STREETS & TRANSPORT	653.98
	12/04/25	DEC LIFE INS,STD,LTD,PREMI	PARKS & RECREATION	NON-DEPARTMENTAL	96.44
	12/04/25	DEC LIFE INS,STD,LTD,PREMI	PARKS & RECREATION	Parks & Recreation	179.55
				TOTAL:	3,183.69
MARONDA HOMES OF VIRGINIA LLC	12/18/25	BLD PRMT 25-1404 REFUND	GENERAL FUND	NON-DEPARTMENTAL	692.50
	12/18/25	BLD PRMT 25-1001 REFUND	GENERAL FUND	NON-DEPARTMENTAL	36.00
				TOTAL:	728.50
MATHEW CUSTER	12/05/25	CUSTER PER DIEM 12/3-5/25	GENERAL FUND	POLICE DEPARTMENT	185.00
				TOTAL:	185.00
MATTHEW W. ANDERSON, PE, PLLC	12/11/25	P&Z INSPECTION 10/27/25	GENERAL FUND	PLANNING & ZONING	500.00
	12/11/25	P&Z INSPECTION 11/7/25	GENERAL FUND	PLANNING & ZONING	500.00
	12/11/25	INSPECTIONS 11/10-14/25	GENERAL FUND	PLANNING & ZONING	2,000.00
	12/11/25	INSPECTION 11/20/25	GENERAL FUND	PLANNING & ZONING	500.00
				TOTAL:	3,500.00
MAXLOCK, LLC	12/11/25	PW BLDG LOCK CYLINDERS X3	CAPITAL IMPROVEMEN	STREETS - PUBLIC WORKS	77.99
				TOTAL:	77.99
METLIFE	12/01/25	DEC 2025 DENTAL INS PREMIU	GENERAL FUND	CITY ADMINISTRATION	115.81
	12/01/25	DEC 2025 DENTAL INS PREMIU	GENERAL FUND	PLANNING & ZONING	327.66
	12/01/25	DEC 2025 DENTAL INS PREMIU	GENERAL FUND	CITY HALL	159.59
	12/01/25	DEC 2025 DENTAL INS PREMIU	GENERAL FUND	POLICE DEPARTMENT	1,268.29
	12/01/25	DEC 2025 DENTAL INS PREMIU	GENERAL FUND	STREETS & TRANSPORT	939.20
	12/01/25	DEC 2025 DENTAL INS PREMIU	PARKS & RECREATION	Parks & Recreation	97.47
				TOTAL:	2,908.02

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
METROPOLITAN COMPOUNDS	12/11/25	ROCK SALT REMOVER 5GAL X6	GENERAL FUND	STREETS & TRANSPORT	3,190.15
				TOTAL:	3,190.15
MICHAELS	12/11/25	PIZZAW/SANTA 25' DECORATIO	PARKS & RECREATION	TOURISM & EVENTS	54.67
	12/11/25	PIZZAW/ SANTA 25' RETURN	PARKS & RECREATION	TOURISM & EVENTS	20.02-
				TOTAL:	34.65
MID ATLANTIC ENTRY MD, LLC	12/02/25	PD STEEL GATE INSTALL	CAPITAL IMPROVEMEN	PUBLIC SAFETY	6,908.00
				TOTAL:	6,908.00
NAPA AUTO PARTS	12/22/25	PD 0W20 OIL X1 CASE	GENERAL FUND	POLICE DEPARTMENT	86.99
				TOTAL:	86.99
ORACLE ELEVATOR HOLDCO, INC	12/11/25	CH ELEVATOR MAINT NOV 25	GENERAL FUND	CITY HALL	159.66
				TOTAL:	159.66
PAYMENTECH - MERCH FEES	12/03/25	NOV2025 TYLER CITY CC FEES	GENERAL FUND	CITY HALL	212.57
				TOTAL:	212.57
PEAC SOLUTIONS	12/18/25	PD COP LES 12/5/25-1/4/26	GENERAL FUND	POLICE DEPARTMENT	416.87
				TOTAL:	416.87
PEIA	12/04/25	DEC 2025 HEALTH INS PREMIU	GENERAL FUND	CITY ADMINISTRATION	3,310.50
	12/04/25	DEC 2025 HEALTH INS PREMIU	GENERAL FUND	PLANNING & ZONING	6,264.90
	12/04/25	DEC 2025 HEALTH INS PREMIU	GENERAL FUND	PLANNING & ZONING	1,840.98-
	12/04/25	DEC 2025 HEALTH INS PREMIU	GENERAL FUND	CITY HALL	4,448.92
	12/04/25	DEC 2025 HEALTH INS PREMIU	GENERAL FUND	POLICE DEPARTMENT	19,419.70
	12/04/25	DEC 2025 HEALTH INS PREMIU	GENERAL FUND	STREETS & TRANSPORT	16,182.80
	12/04/25	DEC 2025 HEALTH INS PREMIU	PARKS & RECREATION	NON-DEPARTMENTAL	21.80
	12/04/25	DEC 2025 HEALTH INS PREMIU	PARKS & RECREATION	Parks & Recreation	2,510.04
				TOTAL:	50,317.68
PITNEY BOWES PURCHASE POWER	12/22/25	POSTAGE DEC 25	GENERAL FUND	CITY HALL	572.70
	12/22/25	POSTAGE DEC 25	PARKS & RECREATION	Parks & Recreation	35.55
				TOTAL:	608.25
POTOMAC EDISON	12/02/25	ELE NOV 25	GENERAL FUND	CITY HALL	864.13
	12/29/25	ELE DEC 25	GENERAL FUND	CITY HALL	1,172.21
	12/02/25	ELE NOV 25	GENERAL FUND	POLICE DEPARTMENT	883.36
	12/29/25	ELE DEC 25	GENERAL FUND	POLICE DEPARTMENT	877.17
	12/02/25	ELE NOV 25	GENERAL FUND	STREETS & TRANSPORT	274.03
	12/29/25	ELE DEC 25	GENERAL FUND	STREETS & TRANSPORT	374.78
	12/02/25	ELE NOV 25	GENERAL FUND	STREET LIGHTS	10,910.21
	12/29/25	ELE DEC 25	GENERAL FUND	STREET LIGHTS	11,726.71
	12/02/25	ELE NOV 25	PARKS & RECREATION	Parks & Recreation	78.83
	12/02/25	ELE NOV 25	PARKS & RECREATION	Parks & Recreation	1,650.17
	12/29/25	ELE DEC 25	PARKS & RECREATION	Parks & Recreation	216.15
	12/29/25	ELE DEC 25	PARKS & RECREATION	Parks & Recreation	1,799.13
				TOTAL:	30,826.88
R&L LANDSCAPES, INC.	12/04/25	LANDSCAPE DEC 25	GENERAL FUND	POLICE DEPARTMENT	166.66
	12/04/25	BRIAR RUN POND 11/4/25	GENERAL FUND	STREETS & TRANSPORT	200.00
	12/04/25	LANDSCAPE DEC 25	GENERAL FUND	STREETS & TRANSPORT	8,321.50
	12/09/25	TRIFECTA SNOW 12/5/25	GENERAL FUND	STREETS & TRANSPORT	700.00
	12/09/25	TRIFECTA SNOW 12/5/25	GENERAL FUND	STREETS & TRANSPORT	400.00
	12/09/25	TRIFECTA SNOW 12/5/25	GENERAL FUND	STREETS & TRANSPORT	330.00

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	12/18/25	TRIF PL SNOW 12/13-14/25	GENERAL FUND	STREETS & TRANSPORT	700.00
	12/18/25	TRIF PL SNOW 12/13-14/25	GENERAL FUND	STREETS & TRANSPORT	640.00
	12/18/25	TRIF PL SNOW 12/13-14/25	GENERAL FUND	STREETS & TRANSPORT	220.00
	12/18/25	TRIF PL SNOW 12/13-14/25	GENERAL FUND	STREETS & TRANSPORT	100.00
	12/04/25	LANDSCAPE DEC 25	PARKS & RECREATION	Parks & Recreation	1,475.00
	12/04/25	LANDSCAPE DEC 25	PARKS & RECREATION	Parks & Recreation	291.66
				TOTAL:	13,544.82
RANSON POST OFFICE	12/11/25	1ST CLASS MAIL BRE ANNEXAT	GENERAL FUND	PLANNING & ZONING	150.78
	12/11/25	1ST CLASS MAIL BRE ANNEXAT	GENERAL FUND	PLANNING & ZONING	420.03
	12/11/25	1ST CLASS MAIL BRE ANNEXAT	GENERAL FUND	PLANNING & ZONING	484.65
	12/11/25	1ST CLASS MAIL BRE ANNEXAT	GENERAL FUND	PLANNING & ZONING	323.10
	12/11/25	1ST CLASS MAIL BRE ANNEXAT	GENERAL FUND	PLANNING & ZONING	49.73
				TOTAL:	1,428.29
RICE TIRE CO	12/11/25	PD #12 TIRES X4	GENERAL FUND	POLICE DEPARTMENT	591.20
				TOTAL:	591.20
RUCKMAN ENGINEERING PLC	12/02/25	PRMT REVW 11/24/25	GENERAL FUND	PLANNING & ZONING	937.50
	12/29/25	PRMT RVW 12/15/25	GENERAL FUND	PLANNING & ZONING	640.00
				TOTAL:	1,577.50
SAMS CLUB	12/11/25	TREE LGHT 25' DEER FMLY/ P	PARKS & RECREATION	TOURISM & EVENTS	229.96
	12/11/25	TREE LGHT 25' DEER FMLY/ P	PARKS & RECREATION	TOURISM & EVENTS	19.92
				TOTAL:	249.88
SCPDC	12/11/25	MY GOV NOV 25	GENERAL FUND	PLANNING & ZONING	540.42
				TOTAL:	540.42
SHEETZ	12/11/25	COULTER FUEL 11/4/25	GENERAL FUND	PLANNING & ZONING	41.66
	12/11/25	MILLER FUEL 11/2-26/25	GENERAL FUND	POLICE DEPARTMENT	360.64
	12/11/25	LUTMAN FUEL 10/31-11/17/25	GENERAL FUND	POLICE DEPARTMENT	131.58
	12/11/25	SEALANDER FUEL 11/18-24/25	GENERAL FUND	POLICE DEPARTMENT	108.99
	12/11/25	LANCASTER FUEL 11/11/25	GENERAL FUND	POLICE DEPARTMENT	67.20
	12/11/25	DIX FUEL 11/4-25/25	GENERAL FUND	STREETS & TRANSPORT	207.00
	12/11/25	HARDER FUEL 11/3-10/25	GENERAL FUND	STREETS & TRANSPORT	139.35
	12/11/25	COOK FUEL 11/13-25/25	GENERAL FUND	STREETS & TRANSPORT	144.82
	12/11/25	SILVEOUS FUEL 11/6/25	GENERAL FUND	STREETS & TRANSPORT	96.10
	12/11/25	SMITH FUEL 11/10/25	GENERAL FUND	STREETS & TRANSPORT	89.00
	12/11/25	PIERSON FUEL 11/5/2025	GENERAL FUND	STREETS & TRANSPORT	73.70
	12/11/25	MICHAEL FUEL 10/31/25	PARKS & RECREATION	Parks & Recreation	57.00
				TOTAL:	1,517.04
SOUTHERN STATES	12/11/25	PW PROPANE	GENERAL FUND	STREETS & TRANSPORT	1.07
				TOTAL:	1.07
SOUTHLAND INSULATORS INC	12/11/25	PW BLDG INSULATION	CAPITAL IMPROVEMEN	STREETS - PUBLIC WORKS	570.00
	12/11/25	PW BLDG INSULATION	CAPITAL IMPROVEMEN	STREETS - PUBLIC WORKS	6,300.00
	12/11/25	PW BLDG INSULATION	CAPITAL IMPROVEMEN	STREETS - PUBLIC WORKS	400.00
	12/11/25	PW BLDG INSULATION	CAPITAL IMPROVEMEN	STREETS - PUBLIC WORKS	1,400.00
				TOTAL:	8,670.00
SUNOCO	12/11/25	LYNCH FUEL 11/24/25	GENERAL FUND	POLICE DEPARTMENT	63.13
	12/11/25	SEALANDER FUEL 11/9-15/25	GENERAL FUND	POLICE DEPARTMENT	110.60
	12/11/25	LANCASTER FUEL 11/8/25	GENERAL FUND	POLICE DEPARTMENT	51.40
	12/11/25	LONGERBEAM FUEL 11/4-18/25	GENERAL FUND	STREETS & TRANSPORT	127.04

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	12/11/25	WHITE FUEL 11/13/25	GENERAL FUND	STREETS & TRANSPORT	96.19
	12/11/25	HAWKINS FUEL 11/17/25	GENERAL FUND	STREETS & TRANSPORT	74.23
				TOTAL:	522.59
SUPERIOR LAUNDRIES INC.	12/04/25	PD & PW MATS 10/29/2025	GENERAL FUND	CITY HALL	1.51
	12/04/25	PD & PW MATS 10/29/2025	GENERAL FUND	CITY HALL	1.51
	12/04/25	PD & PW MATS 10/1/25	GENERAL FUND	POLICE DEPARTMENT	23.99
	12/04/25	PD & PW MATS 10/8/25	GENERAL FUND	POLICE DEPARTMENT	23.99
	12/04/25	PD & PW MATS 10/15/25	GENERAL FUND	POLICE DEPARTMENT	23.99
	12/04/25	PD & PW MATS 10/22/25	GENERAL FUND	POLICE DEPARTMENT	23.99
	12/04/25	PD & PW MATS 10/29/2025	GENERAL FUND	POLICE DEPARTMENT	23.99
	12/04/25	PD & PW MATS 11/5/25	GENERAL FUND	POLICE DEPARTMENT	23.99
	12/04/25	PD & PW MATS 11/12/25	GENERAL FUND	POLICE DEPARTMENT	23.99
	12/04/25	PD & PW MATS 11/19/25	GENERAL FUND	POLICE DEPARTMENT	23.99
	12/04/25	PD & PW MATS 11/26/25	GENERAL FUND	POLICE DEPARTMENT	23.99
	12/04/25	PD & PW MATS 10/1/25	GENERAL FUND	STREETS & TRANSPORT	16.33
	12/04/25	PD & PW MATS 10/8/25	GENERAL FUND	STREETS & TRANSPORT	16.33
	12/04/25	PD & PW MATS 10/15/25	GENERAL FUND	STREETS & TRANSPORT	16.33
	12/04/25	PD & PW MATS 10/22/25	GENERAL FUND	STREETS & TRANSPORT	16.33
	12/04/25	PD & PW MATS 10/29/2025	GENERAL FUND	STREETS & TRANSPORT	16.33
	12/04/25	PD & PW MATS 11/5/25	GENERAL FUND	STREETS & TRANSPORT	16.33
	12/04/25	PD & PW MATS 11/12/25	GENERAL FUND	STREETS & TRANSPORT	16.33
	12/04/25	PD & PW MATS 11/19/25	GENERAL FUND	STREETS & TRANSPORT	16.33
	12/04/25	PD & PW MATS 11/26/25	GENERAL FUND	STREETS & TRANSPORT	16.33
				TOTAL:	365.90
T-MOBILE	12/04/25	CELL PHONES NOV 25	GENERAL FUND	CITY ADMINISTRATION	42.98
	12/04/25	CELL PHONES NOV 25	GENERAL FUND	PLANNING & ZONING	65.76
	12/04/25	CELL PHONES NOV 25	GENERAL FUND	CITY HALL	246.28
	12/04/25	CELL PHONES NOV 25	GENERAL FUND	POLICE DEPARTMENT	70.81
	12/04/25	CELL PHONES NOV 25	GENERAL FUND	STREETS & TRANSPORT	349.00
	12/04/25	CELL PHONES NOV 25	PARKS & RECREATION	Parks & Recreation	32.88
	12/04/25	CELL PHONES NOV 25	PARKS & RECREATION	Parks & Recreation	32.88
				TOTAL:	840.59
TEK ADVISORS LLC	12/02/25	COMP MAINT DEC 25	GENERAL FUND	CITY HALL	6,749.86
	12/02/25	COMP MAINT DEC 25	GENERAL FUND	CITY HALL	451.25
	12/02/25	COMP MAINT DEC 25	GENERAL FUND	POLICE DEPARTMENT	3,131.24
	12/02/25	COMP MAINT DEC 25	GENERAL FUND	STREETS & TRANSPORT	308.75
	12/02/25	COMP MAINT DEC 25	PARKS & RECREATION	Parks & Recreation	118.75
				TOTAL:	10,759.85
THE BUSINESS CENTER	12/11/25	AUDIT CONTRACT MAILING	GENERAL FUND	CITY HALL	22.19
				TOTAL:	22.19
THOMPSON GAS	12/18/25	PW PROPANE 12/6/25	GENERAL FUND	STREETS & TRANSPORT	372.70
				TOTAL:	372.70
TRAVELERS INSURANCE	12/18/25	TRAVELERS 7/1/25-7/1/26	GENERAL FUND	CITY HALL	27,539.75
	12/18/25	TRAVELERS 7/1/25-7/1/26	GENERAL FUND	CITY HALL	2,107.75
	12/18/25	TRAVELERS 7/1/25-7/1/26	GENERAL FUND	CITY HALL	12,153.00
	12/18/25	TRAVELERS 7/1/25-7/1/26	GENERAL FUND	CITY HALL	18,459.75
	12/04/25	PD LYNCH CLAIM F4C2189	GENERAL FUND	POLICE DEPARTMENT	1,368.00
				TOTAL:	61,628.25
TRUIST MERCHANT SERVICES	12/15/25	NOV2025 PD OFFLINE CC FEES	GENERAL FUND	CITY HALL	259.75

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
				TOTAL:	259.75
TSYS MERCHANT SOLUTIONS	12/11/25	PSI PYMT PORTAL NOV 25	GENERAL FUND	CITY HALL	50.00
				TOTAL:	50.00
UNITED WAY OF THE EASTERN PANHANDLE	12/04/25	TEEN CRT FEE REMIT NOV 25	GENERAL FUND	POLICE DEPARTMENT	258.04
				TOTAL:	258.04
US BANK	12/11/25	NOV 25 PCARD STMT PYMT	GENERAL FUND	NON-DEPARTMENTAL	42,517.45
				TOTAL:	42,517.45
VISION SERVICE PLAN	12/04/25	DEC 2025 VISION INS PREMIU	GENERAL FUND	CITY ADMINISTRATION	14.04
	12/04/25	DEC 2025 VISION INS PREMIU	GENERAL FUND	PLANNING & ZONING	44.56
	12/04/25	DEC 2025 VISION INS PREMIU	GENERAL FUND	CITY HALL	35.67
	12/04/25	DEC 2025 VISION INS PREMIU	GENERAL FUND	POLICE DEPARTMENT	258.65
	12/04/25	DEC 2025 VISION INS PREMIU	GENERAL FUND	STREETS & TRANSPORT	188.57
	12/04/25	DEC 2025 VISION INS PREMIU	PARKS & RECREATION	Parks & Recreation	24.51
				TOTAL:	566.00
VITAL SIGNS INC.	12/11/25	COUNCIL PINS/N PLATE/TRK S	GENERAL FUND	CITY COUNCIL	176.00
	12/11/25	COUNCIL PINS/N PLATE/TRK S	GENERAL FUND	CITY COUNCIL	370.00
	12/11/25	COUNCIL PINS/N PLATE/TRK S	GENERAL FUND	CITY COUNCIL	43.00
	12/11/25	PD MILLER BUS CARDS/SIGNS	GENERAL FUND	POLICE DEPARTMENT	59.95
	12/11/25	PD MILLER BUS CARDS/SIGNS	GENERAL FUND	POLICE DEPARTMENT	56.00
	12/11/25	COUNCIL PINS/N PLATE/TRK S	CAPITAL IMPROVEMEN	STREETS - PUBLIC WORKS	420.00
				TOTAL:	1,124.95
WALMART	12/11/25	PD ORDER CANCELLED BY STOR	GENERAL FUND	POLICE DEPARTMENT	6.99-
	12/11/25	P&R HAND SOAP/GLOVES	PARKS & RECREATION	Parks & Recreation	47.39
	12/11/25	TREE LGHT 25' COSTUMES X2	PARKS & RECREATION	TOURISM & EVENTS	69.99
	12/11/25	TREE LGHT 25' COSTUMES X2	PARKS & RECREATION	TOURISM & EVENTS	69.99
	12/11/25	TREE LGHT 25' MRSHMLLWS X1	PARKS & RECREATION	TOURISM & EVENTS	44.16
	12/11/25	TREE LGHT25' MRSHMLLOWS X8	PARKS & RECREATION	TOURISM & EVENTS	29.44
	12/11/25	TREE LGHT MRSHMLLWS X7	PARKS & RECREATION	TOURISM & EVENTS	25.76
	12/11/25	PIZZA W/SANTA BIKES/RIDE O	PARKS & RECREATION	TOURISM & EVENTS	262.00
	12/11/25	PIZZA W/SANTA BIKES/RIDE O	PARKS & RECREATION	TOURISM & EVENTS	174.00
	12/11/25	TREE LGHT 25' MRSHMLLOWS X	PARKS & RECREATION	TOURISM & EVENTS	31.00
	12/11/25	PIZZA W/SANTA BIKES X7	PARKS & RECREATION	TOURISM & EVENTS	682.00
	12/11/25	TREE LGHT 25' DECOR	PARKS & RECREATION	TOURISM & EVENTS	58.84
	12/11/25	TREE LGHT 25' MRSHMLWS/BOW	PARKS & RECREATION	TOURISM & EVENTS	89.81
				TOTAL:	1,577.39
WEIS	12/11/25	SIGULINSKY FUEL 11/5-11/25	GENERAL FUND	POLICE DEPARTMENT	95.50
				TOTAL:	95.50
WEST VIRGINIA AMERICAN WATER	12/11/25	MF IRRIGATION 10/2-11/3/2	PARKS & RECREATION	Parks & Recreation	362.38
	12/11/25	MF WATER 10/2-11/3/25	PARKS & RECREATION	Parks & Recreation	408.19
				TOTAL:	770.57
WV STATE TREASURER'S OFFICE	12/01/25	NOV2025 COURT FEE REMIT	GENERAL FUND	POLICE DEPARTMENT	1,893.26
				TOTAL:	1,893.26

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
**PAYROLL EXPENSES		12/01/2025 - 12/31/2025	GENERAL FUND	MAYOR'S OFFICE	1,000.00
			GENERAL FUND	CITY COUNCIL	5,000.04
			GENERAL FUND	CITY ADMINISTRATION	15,988.98
			GENERAL FUND	POLICE JUDGE'S OFFICE	1,000.00
			GENERAL FUND	PLANNING & ZONING	27,039.56
			GENERAL FUND	CITY HALL	20,473.27
			GENERAL FUND	POLICE DEPARTMENT	120,838.49
			GENERAL FUND	STREETS & TRANSPORT	59,251.70
			PARKS & RECREATION	Parks & Recreation	17,075.95
				TOTAL:	267,667.99

========== FUND TOTALS ==========	
001 GENERAL FUND	660,996.67
201 CAPITAL IMPROVEMENT	37,717.72
900 PARKS & RECREATION	35,033.30
GRAND TOTAL:	733,747.69

TOTAL PAGES: 13

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: 12/01/2025 THRU 12/31/2025

PAYROLL SELECTION

PAYROLL EXPENSES: YES
EXPENSE TYPE: GROSS
CHECK DATE: 12/01/2025 THRU 12/31/2025

PRINT OPTIONS

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

PACKET OPTIONS

INCLUDE REFUNDS: YES
INCLUDE OPEN ITEM:NO

FY 2026
General Fund Budget
December 2025 Financials

50% through Budget Year

	Current Budget FY2026 11-18-2025	Year to Date 12-31-2025	Budget Balance	% of Budget Received
FY25 Carryover Fund Balance	*3,983,532*	*3,983,532*	-	100%
Revenue Summary				
Taxes	5,573,588	2,872,341	(2,701,247)	52%
Fines & Forfeitures	250,000	79,879	(170,121)	32%
Licenses & Permits	906,000	426,698	(479,302)	47%
Intergovernmental	525,000	3,141	(521,859)	1%
Miscellaneous	66,500	40,041	(26,459)	60%
Total Revenues	***11,304,620***	***7,405,633***	***(3,898,987)***	***66%***
Expenditure Summary				
Mayor's Office	18,310	8,039	10,271	44%
City Council	74,800	34,601	40,199	46%
City Administrator	603,515	218,259	385,256	36%
Police Judge's Office	51,300	10,917	40,383	21%
Contribution to Commissions	368,000	40,000	328,000	11%
Regional Development Authority	9,400	9,399	1	100%
Planning & Zoning	1,182,650	419,964	762,686	36%
Elections	11,500	70	11,430	1%
City Hall	1,307,000	622,601	684,399	48%
Contribution/Transfer	1,200,160	-	1,200,160	0%
Contingency	960,452	-	960,452	0%
Police Department	3,096,950	1,172,340	1,924,610	38%
Streets Department	1,446,550	680,801	765,749	47%
Street Lights	130,000	62,397	67,603	48%
Parks & Recreation	594,033	469,909	124,124	79%
Convention & Visitor's Bureau	250,000	125,877	124,123	50%
Total Expenditures	***11,304,620***	***3,875,174***	***7,429,446***	***34%***
Revenue Over Expenses		***3,530,458***		

FY 2026 General Fund Budget Revenues

Account Number	*Description*	*Current Budget FY2026 11-18-2025*	*FY2026 Q1*	*Oct-25*	*Nov-25*	*Dec-25*	*Year to Date*	*Budget Balance*	*% of Budget Received*
	FY25 Carryover Fund Balance	3,983,532	3,983,532	-	-	-	3,983,532	-	*100%*
001.301.100	Ad Valorem Tax Current Year	1,743,738	743,067	213,711	46,629	12,790	1,016,196	727,542	*58%*
001.301.102	Property Tax Prior Years	125,000	30,445	13,264	15,645	2,548	61,902	63,098	*50%*
001.301.106	Supplemental Taxes	50,000	10,144	4,869	3,930	2,654	21,597	28,403	*43%*
001.302.100	Tax Penalties and Interest	20,000	2,965	1,307	1,581	753	6,606	13,394	*33%*
001.303.100	Gas and Oil Severance Tax Current Year	13,600	-	13,545	-	-	13,545	55	*100%*
001.304.100	Utility Tax	300,000	54,088	49,942	16,242	21,691	141,963	158,037	*47%*
001.305.100	Business & Ocupation Tax	2,750,000	42,375	1,089,585	169,346	38,108	1,339,415	1,410,585	*49%*
001.306.100	Wine and Liquor Tax	70,000	-	18,160	-	-	18,160	51,840	*26%*
001.307.100	Animal Tax	1,250	929	149	111	16	1,204	46	*96%*
001.308.100	Hotel/Motel Tax	500,000	111,841	42,348	66,790	30,774	251,753	248,247	*50%*
001.320.100	Fines, Fees, and Court Costs	250,000	42,241	12,540	10,910	14,083	79,774	170,226	*32%*
001.321.100	Parking Tickets	-	50	5	50	-	105	(105)	*N/A*
001.325.100	Business Licenses	30,000	9,107	1,010	825	615	11,557	18,443	*39%*
001.326.100	Building Permits	750,000	169,720	82,724	73,711	57,216	383,372	366,628	*51%*
001.328.100	Franchise Tax	45,000	-	-	11,247	-	11,247	33,753	*25%*
001.329.100	Rental Registration	1,000	160	400	20	60	640	360	*64%*
001.330.100	IRP Fees	80,000	3,867	7,488	5,449	3,078	19,882	60,118	*25%*
001.369.100	Contributions from Other Funds (Sales Tax)	500,000	-	-	-	-	-	500,000	*0%*
001.374.100	Payroll Reimbursement	25,000	1,762	-	737	642	3,141	21,859	*13%*
001.380.100	Interest Gained on Investments	25,000	2,382	7,226	7,179	6,865	23,652	1,348	*95%*
001.382.100	Refunds & Rebates	25,000	211	3,750	3,305	2,116	9,383	15,617	*38%*
001.383.100	Sale of Fixed Asset	5,000	-	-	-	-	-	5,000	*0%*
001.386.100	Insurance Claim	5,000	3,058	-	-	-	3,058	1,942	*61%*
001.389.100	Accident Reports	5,000	1,120	400	320	260	2,100	2,900	*42%*
001.399.100	Miscellaneous	1,000	1,000	73	-	500	1,573	(573)	*157%*
001.399.102	Yard Sale Fees	250	170	20	10	5	205	45	*82%*
001.399.103	Fingerprint Fee	250	50	20	-	-	70	180	*28%*
	Total Revenues	***11,304,620***	***5,214,285***	***1,562,535***	***434,038***	***194,775***	***7,405,633***	***3,898,987***	***66%***

FY 2026 General Fund Budget Expenditures

Account Number	Description	Current Budget FY2026 11-18-2025	FY2026 Q1	Oct-25	Nov-25	Dec-25	Year to date	Budget Balance	Percent of Budget Expended
409 - Mayor's Office									
001.409.101	Mayor Salary	12,000	3,000	1,000	1,000	1,000	6,000	6,000	50%
001.409.104	Mayor FICA	960	230	77	77	77	459	501	48%
001.409.214	Mayor Travel	2,750	942	-	-	-	942	1,808	34%
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	638	-	-	-	638	862	43%
001.409.568	Mayor Contributions	500	-	-	-	-	-	500	0%
	Total	**18,310**	**4,809**	***1,077***	***1,077***	***1,077***	***8,039***	***10,271***	***44%***
410 - City Council									
001.410.101	City Council Salary (6 members)	60,000	14,167	4,583	4,167	5,000	27,917	32,083	47%
001.410.104	City Council FICA	4,800	1,084	351	319	383	2,136	2,664	44%
001.410.214	City Council Travel	7,500	3,276	-	-	-	3,276	4,224	44%
001.410.230	City Council Contracted Services	500	-	-	-	-	-	500	0%
001.410.341	City Council Departmental Supplies	2,000	512	-	638	123	1,273	727	64%
	Total	**74,800**	**19,038**	**4,934**	**5,124**	**5,506**	**34,601**	**40,199**	**46%**
412 - City Administration Office									
001.412.103	City Administration Salary (4 FT employees)	343,000	71,870	19,484	29,631	15,989	136,974	206,026	40%
001.412.104	City Administration FICA	26,765	5,729	1,558	2,324	1,277	10,889	15,876	41%
001.412.105	City Administration Insurance	94,000	17,354	5,732	3,941	3,582	30,610	63,390	33%
001.412.106	City Administration Retirement	33,500	6,660	1,948	1,686	1,599	11,893	21,607	36%
001.412.211	City Administration Phone	1,500	129	43	43	39	254	1,246	17%
001.412.214	City Administration Travel	7,500	1,728	2,683	-	-	4,411	3,089	59%
001.412.220	City Administration Ads/Legal Publications	2,500	-	41	-	-	41	2,459	2%
001.412.221	City Administration Training	5,000	2,388	-	-	-	2,388	2,612	48%
001.412.222	City Administration Dues and Subscriptions	3,500	469	1,106	21	21	1,618	1,882	46%
001.412.223	City Administration Professional Services	25,000	567	189	189	189	1,134	23,866	5%
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	2,021	342	237	1,238	3,839	1,161	77%
001.412.343	City Administration Gas Oil Tires	1,500	199	75	-	-	274	1,226	18%
001.412.345	City Administration Uniforms	2,000	-	-	-	-	-	2,000	0%
001.412.353	City Administration Computer Software	32,500	13,908	-	27	-	13,935	18,565	43%
	Total	**603,515**	**123,022**	***33,201***	***38,101***	***23,935***	***218,259***	***385,256***	***36%***

FY 2026 General Fund Budget Expenditures

Account Number	*Description*	*Current Budget FY2026 11-18-2025*	*FY2026 Q1*	*Oct-25*	*Nov-25*	*Dec-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	5,700	1,900	1,541	1,000	10,141	14,859	41%
001.416.104	Police Judge FICA	2,000	436	145	118	77	776	1,224	39%
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**	**6,136**	***2,045***	***1,659***	***1,077***	***10,917***	***40,383***	***21%***
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	-	35,000	-	-	35,000	19,000	65%
	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	25,000	-	-	5,000	-	5,000	20,000	20%
	Total	**368,000**	***-***	***35,000***	***5,000***	***-***	***40,000***	***328,000***	***11%***
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 11-18-2025	FY2026 Q1	Oct-25	Nov-25	Dec-25	Year to date	Budget Balance	Percent of Budget Expended
437 - Planning and Zoning									
001.437.103	Planning and Zoning Salary (7 FT employees)	501,000	97,627	28,257	36,341	26,726	188,951	312,049	38%
001.437.104	Planning and Zoning FICA	40,150	7,768	2,231	2,877	2,125	15,001	25,149	37%
001.437.105	Planning and Zoning Insurance	134,000	21,353	7,030	7,030	5,109	40,522	93,478	30%
001.437.106	Planning and Zoning Retirement	45,500	8,676	2,512	2,512	2,189	15,890	29,610	35%
001.437.108	Planning and Zoning Overtime/Extra Help	5,000	307	-	367	314	988	4,012	20%
001.437.110	Planning and Zoning Fringe Benefits	750	500	-	-	-	500	250	67%
001.437.211	Planning and Zoning Telephone	2,000	197	66	66	58	386	1,614	19%
001.437.214	Planning and Zoning Travel	3,000	-	-	-	-	-	3,000	0%
001.437.217	Planning and Zoning Vehicle Repair	500	-	260	12	-	272	228	54%
001.437.218	Planning and Zoning Postage	5,000	-	-	1,428	-	1,428	3,572	29%
001.437.220	Planning and Zoning Legal Publications	4,000	749	195	187	64	1,196	2,804	30%
001.437.221	Planning and Zoning Training	10,000	125	160	40	-	325	9,675	3%
001.437.222	Planning and Zoning Dues and Subscriptions	1,500	505	-	-	-	505	995	34%
001.437.223	Planning and Zoning Professional Services	400,000	89,341	28,033	18,405	12,568	148,346	251,654	37%
001.437.226	Planning and Zoning Insurance & Bonds	250	-	-	-	-	-	250	0%
001.437.230	Planning and Zoning Contracted Services	1,000	26	2	-	300	327	673	33%
001.437.341	Planning and Zoning Supplies and Materials	10,000	537	106	42	891	1,576	8,424	16%
001.437.343	Planning and Zoning Gas, Oil, Tires	2,500	256	173	42	37	508	1,992	20%
001.437.345	Planning and Zoning Uniforms	3,500	-	-	-	-	-	3,500	0%
001.437.353	Planning and Zoning Computer Software	13,000	1,621	540	540	540	3,243	9,757	25%
	Total	**1,182,650**	**229,587**	***69,565***	***69,890***	***50,922***	***419,964***	***762,686***	***36%***
438 - Elections									
001.438.220	Elections Advertising	750	27	-	44	-	70	680	9%
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**	**-**	**44**	**-**	**70**	**11,430**	**1%**

FY 2026 General Fund Budget Expenditures

Account Number	*Description*	*Current Budget FY2026 11-18-2025*	*FY2026 Q1*	*Oct-25*	*Nov-25*	*Dec-25*	*Year to date*	*Budget Balance*	*Percent of Budget Expended*
440 - City Hall									
001.440.103	City Hall Salary (4 FT employees)	270,000	70,312	20,473	22,639	20,473	133,897	136,103	50%
001.440.104	City Hall FICA	21,500	5,648	1,645	1,810	1,645	10,747	10,753	50%
001.440.105	City Hall Insurance	72,000	14,944	4,911	4,911	4,911	29,678	42,322	41%
001.440.106	City Hall Retirement	27,000	7,031	2,047	2,047	2,047	13,173	13,827	49%
001.440.108	City Hall Overtime / Extra Help	5,000	-	-	-	-	-	5,000	0%
001.440.211	City Hall Telephone	25,000	5,267	1,869	1,869	1,600	10,605	14,395	42%
001.440.212	City Hall Printing	7,500	189	2,995	-	-	3,184	4,316	42%
001.440.213	City Hall Utilities	25,000	3,673	994	163	2,917	7,748	17,252	31%
001.440.214	City Hall Travel	2,000	-	-	-	-	-	2,000	0%
001.440.215	City Hall Maintenance / Repair Building	15,000	3,113	80	159	42	3,394	11,606	23%
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	1,143	200	222	812	2,378	4,622	34%
001.440.219	City Hall Building and Equipment Rents	11,000	2,354	854	760	690	4,658	6,342	42%
001.440.220	City Hall Advertising / Legal Publications	5,000	188	1,153	-	29	1,370	3,630	27%
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	13,500	4,500	4,500	4,500	27,000	73,000	27%
001.440.224	City Hall Audit Costs	40,000	-	-	-	-	-	40,000	0%
001.440.226	City Hall Insurance and Bonds (Travelers)	298,500	144,291	3,836	-	71,440	219,567	78,933	74%
001.440.230	City Hall Contracted Services	160,000	43,712	9,607	9,559	8,884	71,762	88,238	45%
001.440.232	City Hall Bank Charges	65,000	18,336	2,959	4,417	2,624	28,335	36,665	44%
001.440.341	City Hall Supplies and Materials	30,000	4,406	301	654	983	6,343	23,657	21%
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	44,749	-	-	-	44,749	55,251	45%
001.440.570	City Hall Miscellaneous Fees	2,000	1,804	-	-	-	1,804	196	90%
	Total	**1,307,000**	**386,868**	***58,423***	***53,711***	***123,598***	***622,601***	***684,399***	***48%***
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	960,452	-	-	-	-	-	960,452	0%
	Total	**960,452**	**-**	**-**	**-**	**-**	**-**	***960,452***	***0%***

FY 2026 General Fund Budget Expenditures

Account Number	*Description*	*Current Budget FY2026 11-18-2025*	*FY2026 Q1*	*Oct-25*	*Nov-25*	*Dec-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	366,254	102,165	106,713	101,024	676,156	1,073,844	39%
001.700.104	Police FICA	145,500	32,553	8,867	9,343	9,596	60,359	85,141	41%
001.700.105	Police Insurance	442,000	70,433	22,139	22,139	22,139	136,850	305,150	31%
001.700.106	Police Retirement	163,500	34,154	9,547	9,562	9,634	62,897	100,603	38%
001.700.108	Police Overtime / Extra Help	150,000	40,188	9,187	10,847	19,065	79,288	70,712	53%
001.700.110	Police Fringe Benefits	4,750	2,750	-	-	750	3,500	1,250	74%
001.700.211	Police Telephone	7,500	1,328	436	436	427	2,627	4,873	35%
001.700.212	Police Printing	500	-	-	-	-	-	500	0%
001.700.213	Police Utilities	22,500	2,358	1,130	513	2,330	6,331	16,169	28%
001.700.214	Police Travel	10,000	115	510	-	432	1,057	8,943	11%
001.700.215	Police Maintenance / Repair Building	2,500	-	-	47	-	47	2,453	2%
001.700.216	Police Maintenance / Repair Equipment	1,000	-	-	-	-	-	1,000	0%
001.700.217	Police Vehicle Maintenance	30,000	10,808	695	41	749	12,294	17,706	41%
001.700.218	Police Postage	1,000	71	10	-	28	109	891	11%
001.700.219	Police Building and Equipment Rents	7,000	1,268	417	417	417	2,519	4,481	36%
001.700.220	Police Advertising / Legal Publication	3,000	-	-	-	-	-	3,000	0%
001.700.221	Police Training	10,000	1,125	1,175	-	-	2,300	7,700	23%
001.700.222	Police Dues and Subscriptions	1,500	-	-	-	120	120	1,380	8%
001.700.223	Police Professional Services	32,500	730	-	2,508	734	3,972	28,528	12%
001.700.226	Police Insurance and Bonds	200	-	-	-	-	-	200	0%
001.700.230	Police Contracted Services	30,000	5,789	1,595	1,193	3,798	12,375	17,625	41%
001.700.233	Police Investigation Fees	1,000	-	-	-	-	-	1,000	0%
001.700.235	Police Remittance of Fees Collected	100,000	5,419	2,922	2,638	2,151	13,130	86,870	13%
001.700.341	Police Supplies and Materials	25,000	1,216	1,217	644	827	3,904	21,096	16%
001.700.343	Police Gas Oil Tires	75,000	8,645	3,111	3,753	3,483	18,991	56,009	25%
001.700.345	Police Uniforms	50,000	5,161	11,676	-	17,601	34,437	15,563	69%
001.700.353	Police Software	31,000	13,141	-	-	25,937	39,078	(8,078)	126%
	Total	**3,096,950**	**603,506**	***176,799***	***170,794***	***221,242***	***1,172,340***	***1,924,610***	***38%***

FY 2026 General Fund Budget Expenditures

Account Number	*Description*	*Current Budget FY2026 11-18-2025*	*FY2026 Q1*	*Oct-25*	*Nov-25*	*Dec-25*	*Year to date*	*Budget Balance*	*Percent of Budget Expended*
750 - Streets									
001.750.103	Streets Salary (10 FT employees)	683,000	192,202	49,595	66,090	55,123	363,011	319,990	53%
001.750.104	Streets FICA	54,000	15,393	3,929	5,228	4,667	29,217	24,783	54%
001.750.105	Streets Insurance	229,000	54,433	17,967	17,967	17,965	108,330	120,670	47%
001.750.106	Streets Retirement	66,000	16,774	4,860	4,860	4,860	31,353	34,647	48%
001.750.108	Streets Overtime / Extra Help	17,500	503	21	505	4,128	5,158	12,342	29%
001.750.110	Streets Fringe Benefits	2,500	2,500	-	-	-	2,500	-	100%
001.750.211	Streets Telephone	6,750	1,495	498	498	450	2,941	3,809	44%
001.750.213	Streets Utilities	10,000	1,864	566	306	1,618	4,354	5,646	44%
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	473	260	-	20	754	14,247	5%
001.750.217	Streets Maintenance / Repair Vehicles	20,000	914	386	-	2,643	3,944	16,056	20%
001.750.219	Streets Building and Equipment Rents	5,000	404	230	123	123	881	4,119	18%
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	31,606	27,187	10,569	12,905	82,268	133,733	38%
001.750.341	Streets Supplies and Materials	65,000	15,910	7,328	4,247	1,638	29,123	35,877	45%
001.750.343	Streets Gas Oil Tires	30,000	6,792	4,361	1,279	1,240	13,671	16,329	46%
001.750.345	Streets Uniforms	10,000	-	-	-	1,642	1,642	8,358	16%
001.750.353	Streets Software	7,000	1,488	-	-	-	1,488	5,512	21%
	Total	**1,446,550**	**342,920**	***117,188***	***111,672***	***109,021***	***680,801***	***765,749***	***47%***
751 - Street Lights									
001.751.213	Street Lights - Utilities	130,000	29,065	10,582	56	22,693	62,397	67,603	48%
	Total	**130,000**	**29,065**	***10,582***	***56***	***22,693***	***62,397***	***67,603***	***48%***
900 - Parks & Recreation									
001.900.568	Parks & Recreation Pass through Hotel Tax	250,000	55,921	21,174	33,395	15,387	125,877	124,123	50%
001.900.568.001	Parks & Recreation Operational Contribution	344,033	-	-	344,033	-	344,033	0	100%
	Total	***594,033***	**55,921**	***21,174***	***377,428***	***15,387***	***469,909***	***124,124***	***79%***
901 - Convention & Visitors Bureau (CVB)									
001.901.568	CVB Pass through Hotel Tax	250,000	55,921	21,174	33,395	15,387	125,877	124,123	50%
	Total	**250,000**	**55,921**	***21,174***	***33,395***	***15,387***	***125,877***	***124,123***	***50%***
	Total Expenses	***11,304,620***	***1,866,219***	***551,163***	***867,906***	***589,844***	***3,875,174***	***7,429,446***	***34%***
	Revenue Over Expenses	***-***	***3,348,066***	***1,011,373***	***(433,868)***	***(395,068)***	***3,530,458***		

CITY OF RANSON
CAPITAL FUND BUDGET
FY2026 - December 31, 2025
50% through Budget Year

	FY26 CURRENT BUDGET 9-16-25	FY2026 Q1	OCT 2025	NOV 2025	DEC 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	119,000	68,000	14,000	42,000	243,000	57,000	81%
201.369.100 Contributions from Other Funds	722,602	-	-	-	-	-	722,602	0%
201.376.000 Table Games Income	190,000	36,376	14,631	19,628	18,509	89,144	100,856	47%
201.380.100 Interest Income	85,000	13,974	22,692	21,053	18,282	76,002	8,998	89%
201.381.100 Capital Reimbursements	-	-	96	-	-	96	(96)	-
201.397.100 Video Lottery Income	650,000	45,924	81,542	48,313	63,343	239,123	410,877	37%
TOTAL REVENUES	***12,749,948***	***11,017,621***	***186,961***	***102,994***	***142,135***	***11,449,710***	***1,300,238***	***90%***
EXPENDITURES								
Bank Charges	250	37	-	-	-	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*	*37*	-	-	-	*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	-	12,311	6,908	-	19,219	80,781	19%
New Police Department Building (201-976.459.005)	750,000	-	-	-	-	-	750,000	0%
Total - Public Safety	*1,186,000*	-	*12,311*	*6,908*	-	*19,219*	*1,166,781*	*2%*

CITY OF RANSON
CAPITAL FUND BUDGET
FY2026 - December 31, 2025
50% through Budget Year

	FY26 CURRENT BUDGET 9-16-25	FY2026 Q1	OCT 2025	NOV 2025	DEC 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	-	29,367	-	-	29,367	270,633	10%
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	-	-	3,500	4,500	45,500	9%
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	864	2,024	-	88,609	49,391	64%
Large Dump Truck (201-977.459.008)	39,676	29,133	-	-	-	*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	102,654	35,487	16,899	13,706	168,745	236,892	42%
Total - Streets & Transportation	*3,403,313*	*235,381*	*65,718*	*18,923*	*17,206*	*337,227*	*3,066,086*	*10%*
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	1,200	1,000	2,100	44,340	770,660	5%
Total - Parks & Recreation	*1,455,000*	*40,040*	*1,200*	*1,000*	*2,100*	*44,340*	*1,410,660*	*3%*
Contingencies	6,580,385	-	-	-	-	-	6,580,385	0%
TOTAL EXPENSES	***6,169,563***	***275,458***	***79,229***	***26,831***	***19,306***	***400,823***	***5,768,740***	***6%***
REVENUES OVER EXPENSES	***6,580,385***	***10,742,163***	***107,732***	***76,163***	***122,829***	***11,048,888***		

City of Ranson

Bank Account Balance as of 12/31/2025

Revised 1/14/2026

Account	Fund	Cash Balance as of 9/30/2025	Cash Balance as of 12/31/2025	*$ Amount Incr/Decr*	Near Term Expenditures	Unrestricted Funds	Restricted Funds	Comments
General Fund Operating Checking	General	$ 3,567,866	$ 3,817,602	*$ 249,736*	$ 3,817,602	$ -	$ -	*General fund for operations; assumes complete draw down in near-term.*
Coal Severance Checking	Coal Severance	$ 359,939	$ 365,244	*$ 5,305*	$ -	$ -	$ 365,244	*Special revenue fund used for select expenses, specifically emergency weather expenses.*
Muni Stabilization Checking	Residual	$ 2,985,881	$ 3,001,286	*$ 15,405*	$ -	$ 3,001,286	$ -	*Savings account/emergency fund for the city. No planned expenditures.*
DOJ Checking	Investigative Services	$ 61,398	$ 61,715	*$ 317*	$ -	$ -	$ 61,715	*Funds restricted for limited police activities per DOJ guidelines.*
DOT Checking	Investigative Services	$ 109	$ 110	*$ 1*	$ -	$ -	$ 110	*Funds restricted for limited police activities per DOT guidelines.*
Police Forfeiture Checking	Investigative Services	$ 56,534	$ 56,826	*$ 292*	$ -	$ -	$ 56,826	*Funds restricted for training or equipment for LEO per Forfeiture guidelines.*
Opioid Settlement Fund Checking	Opioid Settlement	$ 24,944	$ 25,073	*$ 129*	$ -	$ -	$ 25,073	*Special revenue fund used for select expenses associated with WV First Foundation, specifically abating opioid impact.*
Sales & Use Tax Checking	Sales Tax	$ 5,985,136	$ 6,657,355	*$ 672,219*	$ 500,000	$ 6,157,355	$ -	*$500,000 budgeted XFR to General Fund for FY2026 (revision dated 9/16/2025)*
CARES Grant Checking	CARES	$ 1,109,391	$ 1,115,114	*$ 5,724*	$ -	$ 1,115,114	$ -	*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	$ 9,844,448	$ 9,891,969	*$ 47,521*	$ 5,768,740	$ -	$ 4,123,229	*Near term expenditures for oustanding budgeted capital projects approved for FY2026; remaining balance restricted to Capital Projects.*
Video Lottery Checking	Capital	$ 1,005,972	$ 1,257,757	*$ 251,785*	$ -	$ -	$ 1,257,757	*Account dedicated to holding Lottery & Gaming Funds distributed by the state; funding received is restricted for capital improvement expenses*
Building Commission Checking	Building Commission	$ 513	$ 516	*$ 3*	$ -	$ 516	$ -	*Account typically used to cover debt obligations (none outstanding as of November 2022)*
Development Bond Checking	Bond Escrow	$ 579,373	$ 68,747	*$ (510,626)*	$ 45,462	$ -	$ 23,285	*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		$ 25,581,502	$ 26,319,312	*$ 737,810*	$ 10,131,804	$ 10,274,271	$ 5,913,237	
Component Unit Account								
Parks & Rec Operating Checking	Board of Parks & Rec	$ 826,301	$ 1,136,535	*$ 310,234*	$ 1,136,535	$ -	$ -	*Account to fund P&R operations; assumes complete draw down in near-term for ongoing expenditures.*
Totals for all Ranson Accounts		**$ 26,407,803**	**$ 27,455,848**	***$ 1,048,044***	**$ 11,268,339**	**$ 10,274,271**	**$ 5,913,237**	

AGENDA ITEM IV.5

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: PRESENTATION

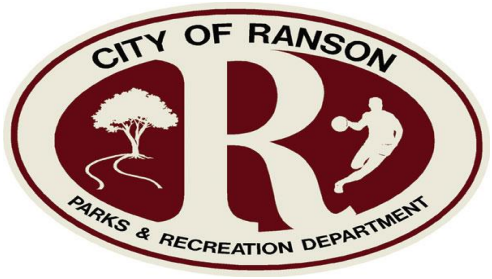
AGENDA SECTION: **CITY MANAGER/STAFF REPORTS**

SUBJECT: Parks and Recreation Status Report - December

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:

Parks and Recreation.docx



Scott Coulter
Stephanie Fagan
Mike Baker
Herbert McDaniel
Jimmy

Williams

Jimmy W

Ranson Parks and Recreation Board
Directors Report
Dec/Jan

Meetings

- Weekly meeting with the City Manager about Parks and Recreation.
- Directors' meeting.
- Conference call with soccer club about collaborating.
- Meetings for Pizza with Santa.
- Meeting on Tree Lighting.
- Christmas Parade Meetings.
- Discussion on Marcus Field.
- Met with prospective rental opportunities.
- Staff training for SmartRec
- Meeting with Race Track about collaborating on Car Show and Festival.
- Meeting with Baylen Out Loud producers to film in our park.
- Meetings for 5K and Health Fair.

Events

- Harvest Pointe Church
- Adult Soccer
- Pickleball/Wildwood Middle School Pickleball Club
- Various Parties
- Red Cross Blood Drive
- Travel Soccer
- Travel Basketball
- Project Linus
- Girl Scout Meetings
- Basketball Skills and Drills Camp
- Frederick Baptist Basketball
- Travel volleyball
- Business Collective Meeting
- Jefferson Baseball

- Police Testing

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 V.1

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: PRESENTATION

AGENDA SECTION: **COMMUNICATIONS FROM THE MAYOR**

SUBJECT: Oath of Office: Police Chief Jeffrey Cisar

Mayor Kenneth Suits will administer the oath of office to the newly appointed Police Chief, Jeffrey Cisar for the City of Ranson.

ATTACHMENTS:

AGENDA ITEM VII.1

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: PRESENTATION

AGENDA SECTION: **COUNCIL BUSINESS**

SUBJECT: Public Hearing -Ordinance 2025-08 Second Reading, A mending the Ranson Municipal Code, Chapter 19A Smart Code, Article 5. Subdivision & Zoning, Section 5.9 Vehicle Access and Parking, Part 5.9.3 Location of Vehicle Parking, Sub-part a,i.

ATTACHMENTS:

Legal Notice 2025-08 Chapter 19A Article 5.docx

LEGAL NOTICE
PUBLIC HEARING NOTICE
CITY OF RANSON

Ranson City Council will hold a public hearing on Tuesday, January 20, 2026, at 7 pm at Ranson City Hall, 312 S. Mildred Street, Ranson, WV. The purpose of the public hearing is to accept public comments on amending the Ranson Municipal Code, Chapter 19A Smart Code, Article 5. Subdivision & Zoning, Section 5.9 Vehicle Access and Parking, Part 5.9.3 Location of Vehicle Parking, Sub-part a,i.

Copies of the proposed zoning amendment are available upon request from the Community Development Department. All persons are invited to attend and make comments about the proposed amendment. If you cannot attend but wish to comment, you may write to the following address prior to January 20, 2026: City of Ranson, Attn: cityclerk@ransonwv.us. Written comments received prior to January 20, 2026, will be provided to the Ranson City Council and inserted into the official record.

AGENDA ITEM VII.2

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: PRESENTATION

AGENDA SECTION: **COUNCIL BUSINESS**

SUBJECT: Ordinance 2025 -08 Second Reading of an Ordinance A mending the Ranson Municipal Code, Chapter 19A Smart Code, Article 5. Subdivision & Zoning, Section 5.9 Vehicle Access and Parking, Part 5.9.3 Location of Vehicle Parking, Sub-part a,i.

This item is the second reading of Ordinance 2025-08. The first reading was held at the Ranson City Council meeting on December 16, 2025. This ordinance amendment was introduced by Councilor Colandrea and was approved by the Ranson Planning Commission on December 1, 2025. The amendment removes the requirement in Section 19A.5.9.3.A.1 that attached garages shall not extend past the face of the primary structure.

ATTACHMENTS:

Ordinance 2025-08.docx

Ordinance 2025-08 - First Reading Amending the Ranson Municipal Code, Chapter 19A Smart Code, Article 5. Subdivision & Zoning, Section 5.9 Vehicle Access and Parking, Part 5.9.3 Location of Vehicle Parking, Sub-part a,i

AN ORDINANCE to amend and reenact certain portions of Chapter 19A of the Ranson Municipal Code as more specifically set forth below.

WHEREAS, the Ranson Planning Commission, during duly noticed public proceedings on December 1, 2025 found that certain text amendments to the Ranson zoning ordinance described below are consistent with the 2024 Ranson Comprehensive Plan; and,

WHEREAS City Council finds that the proposed amendments are in the best interests of the city and,

NOW THEREFORE, be it enacted and ordained by the Council of the City of Ranson, West Virginia, Chapter 19A of the Ranson Municipal Code is amended as follows:

Section 1. Codified Code Edit(s)

Chapter 19-A Smart Code
Article 5. Subdivision & Zoning
Section 5.9 Vehicle Access and Parking

- 5.9.3 Location of Vehicle Parking
  a. All off-street parking shall be located on the lot in accordance with the zoning allocation in accordance with Tables 11 – 14.
     ~~i. Attached garages shall not extend past the face of the primary structure.~~
     ii. If a garage is recessed less than 2 feet from the front of the structure a covered porch no less than 6 feet in depth shall be required.
  b. Open parking areas shall be masked from public frontage (principal and secondary) by a building or streetscreen pursuant to section 5.6.6.c.

Section 2. Administrative Provisions

A. The provisions of this Ordinance hereby are declared to be severable and if any clause, sentence, word, section or provision is declared void or unenforceable for any reasons by any court of competent jurisdiction, such declaration shall not affect any portion of the Ordinance other than said part *or* portion thereof.

B. **Repeal.** All ordinances in conflict with this Ordinance are hereby repealed.
C. **Effective Date.** This Ordinance shall become effective immediately upon final adoption and enactment.

First Reading:	December 16, 2025
Public Hearing:	January 20, 2026
Second Reading:	January 20, 2026

Enacted this 20th day of January 2026

Adopted by the City Council of the City of Ranson after a 1st reading on December 16, 2025 and after a 2nd reading on January 20, 2026 by a vote of ____ in the affirmative, ___ in the negative with ___ abstentions.

_____
Ken Suits, Mayor

ATTEST:

_____
Darla Armstrong, City Clerk

AFFIX CITY SEAL

AGENDA ITEM VII.3

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: PRESENTATION

AGENDA SECTION: **COUNCIL BUSINESS**

SUBJECT: Consideration of real Property Acquisition - 1.05 Ac - Rt 9 Wysong SWM & Park - Robelei Subd

ATTACHMENTS:

AGENDA ITEM VII.4

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: PRESENTATION

AGENDA SECTION: **COUNCIL BUSINESS**

SUBJECT: Ranson Municipal Committee Referral - FY 26 Ranson Mini Grant

Mayor, Kenneth Suits will form a committee to review applications that were submitted for the City Of Ranson 2025 Mini Grant

ATTACHMENTS:

AGENDA ITEM VII.5

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: PRESENTATION

AGENDA SECTION: **COUNCIL BUSINESS**

SUBJECT: Consideration of Appeal – WV Public Service Commission (CTUB Capacity Improvement Fees) - Possible Executive Session

The City Council will continue its deliberation on potential actions related to the newly adopted utility rates of the Charles Town Utility Board.

ATTACHMENTS:

AGENDA ITEM IX.1

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: PRESENTATION

AGENDA SECTION: **INFORMATION ONLY**

SUBJECT: Consideration of One (1) appointments to the Board of Building Code Appeals Board

- January 1, 2026 - December 31, 2028

This is for a vacant 2-year term which commenced January 1, 2026 and expires on December 31, 2028. Staff has advertised the position.

The requirements for the position are outlined as follows:

- Board of Building Code Appeals shall consist of five individuals appointed by the city council whc are qualified by experience and training to pass on matters pertaining to building construction.
- Members may not be employees of the city.

ATTACHMENTS:

Building_Code_Appeals_Board.docx

City of Ranson Building Code Appeals Board

The City of Ranson is seeking applicants for One (1) opening on the Building Code Appeals Board. For the terms of January 1, 2026 ending December 31, 2028 The Building Code Appeals Board assists the city in considering appeals of decisions made by Ranson building officials and other matters related to Ranson building code enforcement. To be eligible for appointment, applicants must meet the following criteria: Must be a qualified resident of the City of Ranson. Must have experience and training relevant to building construction and be qualified to review and make decisions on building-related matters. Members cannot be employees of the City of Ranson.

Qualified residents of Ranson who are interested in serving on the Board must complete an application form available at www.ransonwv.gov any other supporting materials that demonstrate their qualifications to serve can be submitted. 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. This position is open until it is filled, with first consideration of candidates scheduled for January 20, 2026.

AGENDA ITEM IX.2

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: PRESENTATION

AGENDA SECTION: **INFORMATION ONLY**

SUBJECT: Consideration of Two (2) appointments to the Board of Zoning Appeals

- January 1, 2026 - December 31, 2029
- January 1, 2026 - December 31, 2029

Board of Zoning Appeals is responsible for hearing and deciding appeals from any order, requirement, decision, or determination of the city's zoning code and its administration.

The requirements for the position are outlined as follows:

- Applicants must be a resident of the City of Ranson for at least three years prior to appointment.
- Applicants cannot be a member of the Planning Commission.
- Applicants cannot hold any other elective or appointive office within the city

ATTACHMENTS:

BZA Opening.docx

City of Ranson Board of Zoning Appeals Opening

The City of Ranson is accepting applications for Two (2) opening on its Board of Zoning Appeals with a term of January 1, 2026- December 31, 2029, The Board of Zoning Appeals is responsible for hearing and deciding appeals from any order, requirement, decision, or determination of the city's zoning code and its administration. Applicants must be a resident of the City of Ranson for at least three years prior to appointment. Applicants cannot be a member of the Planning Commission. Applicants cannot hold any other elective or appointive office within the city.

Qualified residents of Ranson who are interested in serving on the Commission must complete an application form, which is available at www.ransonwv.gov. Materials should be submitted to cityclerk@ransonwv.gov A hard copy may also be mailed or delivered to attention of the City Clerk at City of Ranson, 312 S. Mildred Street, WV 25438. This position is open until it is filled with the first consideration at the Ranson City Council meeting January 20, 2026.