

PUBLIC HEARING NOTICE

Notice is hereby served that the Warrenton Board of Commissioners will hold a public hearing on Monday, June 8, 2020 in the meeting room of Town Hall located at 113 S. Bragg Street, Warrenton, NC. At 6:30 PM comments will be received on the Proposed Budget for FY 2020-21. All interested citizens are urged to attend via Zoom.

A copy of the budget will be available for public review at the Warrenton Town Hall, by calling 252-257-1122 and making an appointment. The budget will also be available on the Town's website: www.warrenton.nc.gov.

Mayor Walter M. Gardner, Jr.
Warrenton Board of Commissioners

Contingent on the Executive Order from the North Carolina Governor, the Town of Warrenton will be keeping measures in place in an ongoing effort to mitigate the spread of COVID-19. These measures may include barring the public from physical attendance at the meeting, employing social distancing, and implementing remote participation. This meeting will be held electronically with a limited number of Board members being present in the Town Hall located at 113 S. Bragg Street, Warrenton, NC and other Board members joining via Zoom.

Should meeting conditions change a notice will be posted on the front door of Town Hall and also to the Sunshine List. To be added to the Sunshine List for notification, contact the Town Administrator at 252-257-1122 or at townadministrator@warrenton.nc.gov.

Zoom meeting instructions:

Topic: Budget Presentation

Time: June 8, 2020 06:30 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/85770154470?pwd=ZUxROVlKQ1BhTkIEOVhIYzVoRHloUT09>

Meeting ID: 857 7015 4470

Password: 440388

Phone: +1 312 626 6799 US



Walter M. Gardner, Jr. – Mayor
Robert Davie - Town Administrator

P.O. Box 281
Warrenton, NC 27589-0281
(252) 257-1122 Fax (252)2579219
www.warrenton.nc.gov

**BOARD OF COMMISSIONERS
PUBLIC HEARING (BUDGET) 6:30 PM
REGULAR MEETING 7:00 PM
June 8, 2020
AGENDA**

Regular Meeting

1. Regular Meeting Call to Order, Pledge of Allegiance and Moment of Silence
2. Conflict of Interest Statement, Proposed Agenda
3. Public Comments
4. Minutes of Board Meeting from May 11, 2020, Minutes from Public Hearings on May 11, 2020, Minutes from May 18, 2020 Budget Work Session
5. Consent Agenda
 - a. Year-to-Date Revenue and Expenditure Reports (Budget vs. Actual)
 - b. Monthly Checks Report
 - c. Public Works Monthly Report
 - d. WWTP Monthly Report
 - e. Police Activity Reports
6. Committee Reports
 - a. Finance and Administration (Ms. Hunter)
 - b. Public Works (Ms. Harding)
 - c. Public Safety (Mr. Hardy)
 - d. Human Resources/Information Technology (Mr. Blalock)
 - e. Revitalization/Historic District Commission (Mr. Coffman)
 - f. Beautification/Facilities (Ms. Britt)
 - g. Planning/Zoning/Annexation (Mr. Packer)
7. Old Business
 - a. Zoning Ordinance Change – Multi-Family in R-20
 - b. Adoption of Budget Ordinance for FY 2020-21
8. New Business
 - a. Budget Amendment – 2019-20 FY
 - b. Additional Accounting Services
9. Announcements
10. Adjournment

Conflict of Interest Disclaimer

“Members of the Town of Warrenton Board of Commissioners are advised, hereby, of their duty under the State Government Ethics Act to avoid conflicts of interest and the appearance of such conflict; and, further, are instructed to refrain from participating in any matter coming before this Town Board of Commissioners with respect to which there is a conflict of interest or appearance of such conflict”.

- **In accordance with the State Government Ethics Act, it is the duty of every Board member to avoid both conflicts of interest and appearances of conflict.**
- **Does any Board member have any known conflict of interest or appearance of conflict with respect to any matter coming before this Board tonight? If so, please identify the conflict and refrain from any undue participation in the particular matter involved.**

Citizen Comments

Rules for Citizen Comments

- Please sign up to speak.
- The maximum time allotted to each speaker will be five (5) minutes; The Town Administrator will keep time.
- Any group of people who support or oppose the same position should designate a spokesperson.
 - Please address only those items which might not have been addressed by a previous speaker.
 - This is not a question and answer session. If response from the Administrator, Mayor, and/or Board is desired, please leave a copy of your comment(s) with the Town Administrator.
 - After the Citizen Comments period, comments from the audience are not appropriate unless recognized by the Mayor or placed as an agenda item.
 - Order and decorum will be maintained.

Town of Warrenton
Board of Commissioners

Walter M. Gardner, Jr.
Mayor

Robert F. Davie
Town Administrator

Town of Warrenton

"Historically Great - Progressively Strong"

Post Office Box 281
113 S. Bragg Street
Warrenton, NC 27589-0281
PHONE (252) 257-1122 FAX (252)257-9219

Regular Monthly Meeting Town of Warrenton Board of Commissioners May 11, 2020

Those attending were Mayor Walter Gardner, Commissioners Mary Hunter, Michael Coffman, Travis Packer, Kimberly Harding (by phone), William "Tom" Hardy, John Blalock, Margaret Britt, Town Administrator Robert Davie, Police Chief Lane, Public Works Director William "Bill" Perkinson, and Minute Taker Annette Silver. There were several citizens participating by Zoom on computers/smartphones and via telephone to remain compliant with Governor's Executive order.

Call to Odeur/Pledge of Allegiance/ and Moment of Silence

Mayor called Regular monthly meeting of Town of Warrenton to order after Public Hearings ended Monday, May 11, 2020. The Pledge of Allegiance was led by Commissioner Hardy. A Moment of Silence was held for all and especially for the employee that tested positive for COVID-19. Mayor thanked all for assistance in this matter.

Conflict of Interest Statement - Proposed Agenda

Mayor reviewed Conflict Statement. Mayor suggested tabling New Business items 8a and 8b until May 18th meeting and suggested adding Curfew adjustment as item 8a. The Proposed Agenda was accepted with elimination of item 8a and 8b from New Business and adding Curfew adjustment by motion of Commissioner Coffman with second by Commissioner Blalock. The motion was approved by unanimous roll call vote.

Public Comments

Mr. Davie read citizen comments that were presented in writing beforehand. Charla Duncan opted to read her prepared comments. Susan Brown expressed concern over items presented during COVID-19 and wondered why they could not be tabled until citizens could be present to voice opinions. She also believed the UNC School of Government to be the Dr. Fauci of local government and their recommendations should be followed. A number of public comments were submitted in writing and read aloud by Mr. Davie. Copies of the written comments are available at Town Hall.

Minutes of Board Meeting from April 20, 2020

Minutes of Board Meeting from April 20, 2020 were presented. A motion was made by Commissioner Coffman with second by Commissioner Hardy to approve Minutes of April 20, 2020. The motion was approved unanimously.

Consent Agenda

- (a) Year-to-Date Revenue and Expenditure Reports (Budget vs. Actual)
- (b) Monthly Checks Report
- (c) Public Works
- (d) WWTP Monthly Report
- (e) Police Activity Report

A motion was made by Commissioner Blalock with second by Commissioner Hunter to approve Consent Agenda. The motion was approved by unanimous vote.

COMMITTEE REPORTS

Finance and Administration Commissioner Hunter had nothing in addition to written report. Commissioner Blalock inquired if there were any problems with the Budget because of lack of water/sewer/landfill payments. Mr. Davie indicated a loss of approximately \$5000 per month is impacting the budget and would impact the FY 2020-21 budget.

Commissioner Britt inquired if it is known how much longer the reduced payments would last. Mayor stated no one knew definitely, but hoped Congress and the State would make some sort of allocation to assist municipalities financially.

Public Works Commissioner Harding took a moment to thank all Town employees for keeping our town together during this difficult time. Commissioner Harding had nothing in addition to report.

Public Safety Commissioner Hardy had nothing in addition to written report. Everyone seems to be behaving.

Human Resources/Information Technology Commissioner Blalock stated that one employee tested positive for COVID-19 and appropriate measures were being followed. The employee is in quarantine and doing well. Information Technology has no problems.

Revitalization/Historic District Commission Commissioner Coffman had no report from Revitalization. Historic District will meet Monday, May 18, 2020 5:30pm

Beautification/Facilities Commissioner Britt had no report

Planning/Zoning/Annexation Commissioner Packer had no report

OLD BUSINESS

Status of Grants

Fund 51 & 61 USDA Rural Development ADA/Streetscape construction should begin shortly. Approvals all received. A reduction in interest rates, applied to the entire project, along with an increased grant percentage allowed the Town to proceed with no additional cost.

Fund 55 NC DEQ Water Infrastructure WWTP Town received approval of loan portion by LGC. Work should begin soon. Mayor asked if Town should award the contract and that it be added to the next Board meeting.

NC Neighborhood Revitalization Program Currently advertising an RFP for administrative services. Appointment of review committee needed.

EPA Brownfield Grant Town not awarded Grant due to scoring. Town has requested a review meeting with EPA to discuss potential areas of improvement in the application, for possible re-application next year.

Commissioner Blalock inquired to status of Brewery. Mr. Davie stated that the grant allowed for completion through October 2021.

New Business

Mayor Gardner stated if Warren County ends the emergency curfew, he thinks the Town of Warrenton should end its curfew as well. Board agreed unanimously.

Resolution – Supporting Preservation Month. A motion was made by Commissioner Blalock with second by Commissioner Hardy to approve the resolution. The motion was approved by unanimous vote.

Resolution in support of the Town of Warrenton Designation as a NC Main Street Community – A motion to approve the resolution was made by Commissioner Coffman with second by Commissioner Britt. The motion was approved by unanimous vote.

Small Town Main Street Annual Agreement. A motion to approve the renewal of agreement was made by Commissioner Coffman with second by Commissioner Britt. The motion was approved by unanimous vote.

Audit Contract Renewal with Cherry Bekaert LLP presented. Commissioner Blalock inquired to cost. Mr. Davie stated the regular audit increased by \$600 for the coming year and a separate fee of \$3000 each to audit two grants, also increased costs. A motion to approve was made by Commissioner Blalock with second by Commissioner Hunter. The motion was approved by unanimous vote.

Duty Weapons (guns) held by the Police Department are requested to be marked as surplus. Commissioner Harding asked if guns are surplussed, shouldn't they be auctioned off. It was advised that this does not apply to weapons and that they can be traded in. A motion to approve was made by Commissioner Coffman with second by Commissioner Hardy. The motion was approved by unanimous vote.

Appointment of Scattered Site Housing Selection Committee – It is suggested that the committee consist of the Mayor, Town Administrator and Finance Commissioner, Mary Hunter. This committee will review the responses to the RFP for administrative services. A motion to approve the suggested committee was made by Commissioner Blalock with second by Commissioner Hardy. The motion was approved by unanimous vote.

The Board entered into closed session. A motion to enter closed session was made by John Blalock and seconded by Mary Hunter. The motion was approved by unanimous vote.

The Board returned to open session and with no further business the meeting was adjourned.

Walter M. Gardner, Jr.
Mayor

Robert F. Davie
Town Administrator

Town of Warrenton

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BUDGET PRESENTATION MEETING MONDAY, MAY 18, 2020

Present were Mayor Walter Gardner, Town Administrator Robert Davie, Commissioners Mary Hunter, Michael Coffman, Travis Packer, John Blalock, Margaret Britt, Kimberly Harding and William "Tom" Hardy by phone, Police Chief Goble Lane, William "Bill" Perkinson and Annette Silver Minute Taker. Several participated by phone. A Moment of Silence was held for all during these troubling times of COVID-19 and for veterans this Memorial Day holiday. The Pledge of Allegiance was led by Commissioner John Blalock.

Mike Hall, of the North Carolina Rural Water Association (NCRWA), was present by phone to discuss his analysis of Warrenton's current water and sewer rates and structure. The NCRWA, at the Town's request, has performed an analysis of water and sewer rates and provided a guide to determining the appropriate rate increases.

Mr. Hall explained that the purpose of the water/wastewater availability fee is to cover fixed costs such as depreciation. The usage rate per 1,000 gallons should generate sufficient funds to pay for operation and maintenance (O&M) expenses. Its calculation is dependent on knowledge of expected O & M expenses and projection of the amount of water to be sold. The pros and cons were discussed at great depth. Mike Hill recommends increase in user fees and keep price per thousand down with less increases in that area. Mayor Gardner thanked Mike Hall for presentation.

Issues affecting the need to increase water and sewer rates are: a decline in number of water users, decline in payments due to COVID-19, an increase in water cost from rate restructuring by Kerr Lake Regional Water System, and annual increase of 5% from KLRWS.

The Town of Warrenton Budget for FY 2020-2021 was presented by Town Administrator Robert Davie. The General Fund budget is proposed to be \$1,238,000 representing an increase of \$58,000 over current budget. There is **no** planned increase in ad valorem taxes for the 12th consecutive year. Property tax values have increased to \$4,300,000 (additonal \$27,950 over estimated) allowing tax rate to remain the same at 65 cents per thousand (PLEASE VERIFY THIS). The property tax collection rate is 97.47%. Sales tax revenue will be unpredictable due to COVID-19.

A substantial increase is planned in Enterprise funds showing an increase of \$247,592 to reconcile a loss of revenue due to COVID-19 adjustments, fewer water and sewer customers, conservation of water by large users, cost increases from KLRWS over last 5 years, a major restructuring of water costs and a planned increase in water cost to Warrenton advised by Warren County for the coming fiscal year.

The budget provides sufficient funds to maintain current level of services while beginning to address goals and priorities set by BOC (recruiting grocery store, developing downtown apartment living, paving streets, implementing portions of streetscape plan, free WIFI, addressing empty buildings and attracting an urgent care facility).

Using the same provider and plan, health insurance premiums increased by 7.2%. A COLA wage increase of 2% is budgeted. Increases are still needed to bring salaries above the minimum and into competitive, mid-range area according to Town's 2014 Compensation and Classification study. A part-time position remains budgeted for a second year at 18 hours per week. A promotion of an officer to sergeant is proposed and two personnel in Street, Sanitation and Water/sewer departments would receive a raise of one dollar per hour and another two dollars per hour. The State Retirement System has mandated a 13% increase in matching contributions from municipalities.

In agreement with Warrenton Rural Fire Department contribution will remain unchanged as Town is in its second year of a 5 year agreement. Unrestricted Fund Balance is \$857,000 which is 88.08% of General Fund.

An unexpected benefit in the budget was a reduction in interest rates applied to the USDA funded Water/Sewer improvements and Town Hall Renovation. Interest rates dropped and the rate was applied to outstanding prior loans. The Town will experience an annual savings of \$2500 after accounting for the additional ADA accessibility and resurfacing projects.

New expenses include building maintenance and service contracts. There are no vehicle purchases planned in the fiscal year. The purchase of a trash truck remains a long-term priority. The Town has applied for a Grant but has not yet been notified of result. It is recommended that the Landfill Fee be increased by \$5.50 per month to \$32.00. This fee has not increased since 2010.

Economic development efforts have resulted in a partnership with Research Triangle Foundation and the potential for two large housing projects.

The Mayor inquired to a possible one-time budget amendment to assist Plummer Hook and Ladder Museum (PHLM). It was suggested a formal request from PHLM could be made.

A motion was made by Commissioner Blalock with second by Commissioner Britt to go into closed session. The motion was approved by unanimous vote. Commissioner Harding attended the closed session in person, Commissioner Hardy did not participate in the closed session via phone, per Town policy.

Commissioner Hunter motioned to return to open session and Commissioner Packer seconded the motion. The motion was approved by unanimous vote. Commissioner Hunter motioned to adjourn with second by Commissioner Coffman. The motion was approved by unanimous vote.

Walter M. Gardner, Jr.
Mayor

Robert F. Davie
Town Administrator

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**Public Hearing for
Proposed Change to Zoning Ordinance Allowing Multi-Family Dwelling in Area
Zoned R-20 with a Special Use Permit
May 11, 2020 at 6:30 PM**

Those attending were Mayor Walter Gardner, Commissioners Mary Hunter, Michael Coffman, Travis Packer, Kimberly Harding (by phone), William "Tom" Hardy, John Blalock, Margaret Britt, Town Administrator Robert Davie, Police Chief Goble Lane, Public Works Director William "Bill" Perkinson and Minute Taker Annette Silver. There were several citizens participating by Zoom on computer/smartphone and via telephone, maintaining compliance with Governor's Executive order.

Mayor stated written comments will be accepted until 7:00pm Tuesday, May 12, 2020. A petition with 62 signatures opposed to the proposed change was presented to the Board. Mr. Davie read comments from the following who were in opposition: Joel Bartholomew, Susan Brown, Susan Thompson, Randy and Cecil Renn. All written comments received are available at Town Hall. Candy White spoke in favor, wanting affordable housing for all citizens. Charla Duncan spoke in favor of rezoning; saying that a housing opportunity should be created as we have a need for good quality affordable housing.

Mayor thanked all for comments and closed public hearing.

Walter M. Gardner, Jr.
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**Public Hearing for Warrenton to Purchase
Hall Spring Shopping Center
May 11, 2020 at 6:45 PM**

Those attending were Mayor Walter Gardner, Commissioners Mary Hunter, Michael Coffman, Travis Packer, Kimberly Harding (by phone), William "Tom" Hardy, John Blalock, Margaret Britt, Town Administrator Robert Davie, Police Chief Lane, Public Works Director William "Bill" Perkinson, and Minute Taker Annette Silver. There were several citizens participating by Zoom on computer/smartphone and via telephone to remain compliant with Governor's Executive order.

Mayor stated written comments will be accepted until 7:00pm Tuesday, May 12, 2020. Mr. Davie read comments presented to Board. Randy and Cecile Renn question reasoning for purchase of parcel as it would be a loss of income to Town. Susan Thompson was against purchase as well because it would be a loss of income to Town in this time of uncertainty. Susan Brown was not in favor of purchase and wanted to know the incentives. Frank Holt was totally in support of purchase as there is a need for business. Jereann King-Johnson suggested the possible research into Barber County West Virginia where a small county purchased a shopping center and has been very prosperous. Anne Harris was against idea of using public funds while the economy is so questionable. She, also, believes this public hearing should have been held at a larger venue where people could attend and make comments. Why the rush???

Mayor thanked all for comments and closed public hearing.

Budget vs Actual

Town of Warrenton
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Period Ending 6/30/2020

37 GENERAL FUND							
Description	Budget	MTD	QTD	YTD	Variance	Percent	
Revenues							
37-302-301 Ad Valorem Taxes - Current	436,022	0.00	14,202.47	422,124.94	(13,897.06)	97%	
37-302-302 Ad Valorem Taxes - Prior Year	3,000	0.00	239.00	4,929.35	1,929.35	164%	
37-302-303 Ad Valorem Taxes - all other prior years	1,000	0.00	1,157.38	2,098.26	1,098.26	210%	
37-302-304 Ad Valorem Taxes - Penalties & Interest	1,300	0.00	814.10	1,876.80	576.80	144%	
37-307-310 Motor Vehicles - Current	28,302	0.00	5,686.22	28,415.15	113.15	100%	
37-320-320 Local Option Sales Tax	220,000	0.00	35,736.61	216,590.55	(3,409.45)	98%	
37-320-321 Annual Refund of Sales Tax the Town paid	34,000	0.00	0.00	34,741.73	741.73	102%	
37-325-325 Utility Franchise Tax Quarterly	86,000	0.00	0.00	64,574.42	(21,425.58)	75%	
37-325-326 Beer & Wine Tax Annual	3,600	0.00	0.00	0.00	(3,600.00)		
37-325-328 Refund of Gas Tax paid monthly	1,000	0.00	181.94	1,408.09	408.09	141%	
37-325-329 PD Narcotics Tax	142	0.00	0.00	0.00	(142.00)		
37-335-335 Powell Bill	25,965	0.00	0.00	25,582.64	(382.36)	99%	
37-345-345 Zone Board of Adj	500	0.00	125.00	1,300.00	800.00	260%	
37-345-346 Code Enforcement	2,500	0.00	150.00	2,890.00	390.00	116%	
37-351-350 Run Warrenton 5K	1,000	0.00	0.00	91.00	(909.00)	9%	
37-351-353 Landfill Fees Residential	150,000	79.50	24,460.98	135,815.32	(14,184.68)	91%	
37-351-355 Cemetery Fees	1,800	0.00	0.00	0.00	(1,800.00)		
37-351-356 Police Rpt Fees	50	0.00	5.00	55.00	5.00	110%	
37-351-357 Court Fees	300	0.00	94.50	391.50	91.50	131%	
37-351-360 Cell Tower Rent	29,400	0.00	2,560.65	24,610.65	(4,789.35)	84%	
37-351-361 Parking/Ordinance Collections PD	250	0.00	50.00	440.00	190.00	176%	
37-365-001 Interest Income	50	0.00	1.49	48.35	(1.65)	97%	
37-365-351 Revitalization Comm	9,500	0.00	0.00	4,780.00	(4,720.00)	50%	
37-365-358 Branded Merchandise for Sales	500	0.00	0.00	64.00	(436.00)	13%	

Budget vs Actual

Town of Warrenton
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Period Ending 6/30/2020

37 GENERAL FUND							
Description	Budget	MTD	QTD	YTD	Variance	Percent	
37-365-359 Mower Service	500	0.00	0.00	0.00	(500.00)		
37-365-366 Surplus Property	4,000	0.00	0.00	1,550.00	(2,450.00)	39%	
37-365-370 WWTP 25% of GF Exp	41,694	0.00	3,297.35	34,062.83	(7,631.17)	82%	
37-365-371 WS 25% of GF Exp	80,855	0.00	6,453.77	60,567.45	(20,287.55)	75%	
37-365-372 WS Reimburse Streets for mowing	16,000	0.00	0.00	0.00	(16,000.00)		
37-365-401 Mis/Revenue/License Tags	350	0.00	0.00	0.00	(350.00)		
37-365-410 Interest Investment NCCMT	11,950	0.00	173.22	6,563.19	(5,386.81)	55%	
37-365-501 Misc Revenue POLICE	500	0.00	0.00	0.00	(500.00)		
Revenues Totals:	1,192,030	79.50	95,389.68	1,075,571.22	(116,458.78)	90%	
Expenses							
37-401-010 Salary - Full Time	122,500	0.00	21,516.00	112,706.80	9,793.20	92%	
37-401-012 Salary - Adm Assistant	34,468	0.00	8,652.00	31,868.83	2,599.21	92%	
37-401-014 Salary - Part Time	6,753	0.00	1,451.93	6,744.88	8.12	100%	
37-401-020 ER-FICA Taxes	9,377	95.60	1,722.49	8,361.45	1,015.44	89%	
37-401-021 ER-FICA Taxes - Adm Assistant	3,134	0.00	772.92	2,832.23	301.43	90%	
37-401-030 ER-Retirement - Orbit	20,865	0.00	4,219.75	18,769.96	2,095.00	90%	
37-401-040 ER-Health Insurance	22,363	0.00	2,253.65	16,462.48	5,900.52	74%	
37-401-050 ER-Life Insurance	504	0.00	84.00	406.00	98.00	81%	
37-401-060 ER-Workman's Comp	383	0.00	0.00	367.47	15.53	96%	
37-401-200 Travel Expense	1,200	0.00	0.00	616.54	583.46	51%	
37-401-203 Supplies	4,500	0.00	633.88	4,301.57	198.43	96%	
37-401-250 Light, Heat & Security	8,790	0.00	1,035.93	5,384.85	3,405.15	61%	
37-401-251 Telephone & Postage	3,000	0.00	388.45	2,635.39	364.61	88%	
37-401-255 Bldg. Maint/ Clean SVS	5,060	0.00	113.33	2,884.79	2,175.21	57%	
37-401-256 Bank Fees/ Petty Cash	2,000	0.00	200.00	1,300.00	700.00	65%	
37-401-295 Training	62	0.00	10.00	62.00	0.00	100%	
37-401-301 Computer Maint	3,223	0.00	762.05	3,074.17	148.95	95%	
37-401-302 Software Support	2,433	0.00	79.48	1,628.32	804.68	67%	

Budget vs Actual

Town of Warrenton
6/2/2020 11:20:41 AM

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Period Ending 6/30/2020

37 GENERAL FUND							
Description	Budget	MTD	QTD	YTD	Variance	Percent	
37-401-303 Software Purchase less than \$5,000	20	0.00	0.00	0.00	20.00		
37-401-304 Website	5,624	0.00	0.00	5,597.16	26.84	100%	
37-401-305 Technology Upgrades	3,134	0.00	0.00	1,216.40	1,917.32	39%	
37-401-306 Awning 25% Fund	500	0.00	0.00	0.00	500.00		
37-401-307 Special Events	500	0.00	0.00	300.00	200.00	60%	
37-401-309 Advertising	1,592	0.00	711.46	1,591.25	0.75	100%	
37-401-310 Dues & Subscriptions	3,200	0.00	138.00	2,744.10	455.90	86%	
37-401-325 NC Sales/Use Tax Paid (No Tax)	2,500	0.00	321.09	1,133.43	1,366.57	45%	
37-401-400 Liability Insurance	5,521	0.00	0.00	4,450.81	1,070.19	81%	
37-401-401 County Tax Collection Svs	8,250	0.00	546.91	8,076.53	173.47	98%	
37-401-405 Audit Expense	7,584	0.00	0.00	7,446.88	137.12	98%	
37-401-410 Election Cost	4,942	0.00	0.00	3,169.95	1,772.05	64%	
37-401-420 Attorney Fees	3,500	0.00	0.00	2,036.00	1,464.00	58%	
37-401-422 Town Hall Rent	650	0.00	0.00	1,137.50	(487.50)	175%	
37-401-497 Sales & Uses Tax Expense	22,000	0.00	9,645.22	37,306.88	(15,306.88)	170%	
37-401-499 Miscellaneous Expense	8,519	0.00	2,015.94	5,816.70	2,701.95	68%	
37-401-700 WDRI Grant Expense	396	0.00	0.00	395.43	0.57	100%	
37-401-801 Town Hall Roof Loan-Principal	5,148	0.00	428.95	4,290.48	857.85	83%	
37-401-831 Town Hall Roof Loan - Interest Admin	520	0.00	43.30	432.09	87.58	83%	
37-401-889 Reserve for USDA Loans	3,144	0.00	0.00	0.00	3,144.00		
37-401-998 Contingency	670	0.00	0.00	0.00	670.25		
General Government Totals:	338,528	95.60	57,746.73	307,549.32	30,978.97	91%	
37-402-014 Mayor Part Time Salary	1,500	0.00	250.00	1,375.00	125.00	92%	
37-402-020 ER - FICA TAXES	211	(95.60)	(57.36)	105.16	105.60	50%	
37-402-200 Travel Expense	276	0.00	0.00	250.00	25.64	91%	
37-402-402 Commission offsite meetings	50	0.00	14.99	39.99	10.01	80%	
Governing Body Totals:	2,036	(95.60)	207.63	1,770.15	266.25	87%	

Budget vs Actual

Town of Warrenton
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37 GENERAL FUND							
Description	Budget	MTD	QTD	YTD	Variance	Percent	
37-405-407 Branded Clothing Sales	500	0.00	0.00	0.00	500.00		
37-405-430 Historic District Comm	351	0.00	0.00	0.00	350.80		
37-405-440 Runn Warrenton 5K	2,500	0.00	0.00	0.00	2,500.00		
37-405-450 Revitalization Comm	9,500	0.00	1,143.92	4,212.12	5,287.88	44%	
37-405-470 Small Town Maint St	2,394	0.00	1,134.85	2,393.51	0.00	100%	
Non-Departmental Totals:	15,244	0.00	2,278.77	6,605.63	8,638.68	43%	
37-501-010 SALARY FULL TIME	170,311	0.00	29,674.03	154,244.69	16,066.31	91%	
37-501-014 Salary - Part Time	32,570	0.00	4,591.55	31,168.27	1,401.73	96%	
37-501-016 Police Clerical Salary	33,446	0.00	6,432.00	31,423.60	2,022.40	94%	
37-501-019 Salary - Over-Time	5,000	0.00	840.00	4,862.83	137.17	97%	
37-501-020 ER-FICA Taxes	18,336	0.00	3,154.64	16,844.56	1,491.44	92%	
37-501-030 ER - Retirement Orbit	31,257	0.00	6,066.34	31,255.60	0.90	100%	
37-501-031 ER - 401K 5%	10,297	0.00	(998.74)	7,309.42	2,987.58	71%	
37-501-040 ER - Health Insurance	31,003	0.00	2,287.24	26,258.44	4,744.56	85%	
37-501-050 ER - Life Insurance	1,010	0.00	140.00	840.00	170.00	83%	
37-501-060 ER - Workman's Comp	6,420	0.00	0.00	6,256.92	163.08	97%	
37-501-200 Travel Expense	1,000	0.00	0.00	654.18	345.82	65%	
37-501-203 Supplies	4,669	0.00	659.54	4,051.49	617.17	87%	
37-501-204 Uniforms	2,000	0.00	803.76	1,885.69	114.31	94%	
37-501-205 Equipment & Material	7,323	0.00	1,220.56	6,686.96	636.04	91%	
37-501-250 Light, Heat & Security	6,658	0.00	942.60	5,520.54	1,137.46	83%	
37-501-251 Telephone & Postage	7,537	0.00	1,273.06	6,637.91	899.09	88%	
37-501-252 Fuel	16,000	0.00	1,755.16	13,632.77	2,367.23	85%	
37-501-255 Bldg Maint/Clean Svs	2,641	0.00	113.33	2,350.21	291.13	89%	
37-501-295 Training	2,000	0.00	98.00	1,146.43	853.57	57%	
37-501-301 Computer Maint	4,912	0.00	1,782.22	4,911.08	0.92	100%	
37-501-302 Software Support	6,150	0.00	0.00	5,986.91	163.09	97%	
37-501-309 Advertising	492	0.00	78.00	153.00	339.00	31%	
37-501-351 Maint & Repair Equip	7,155	0.00	0.00	3,231.01	3,923.99	45%	

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37 GENERAL FUND							
Description	Budget	MTD	QTD	YTD	Variance	Percent	
37-501-370 2008 Ford Car 100	1,000	0.00	46.71	814.04	185.96	81%	
37-501-371 2017 Dodge Car 200	2,700	0.00	395.67	1,715.68	984.32	64%	
37-501-372 2016 Dodge Car 300	1,000	0.00	461.31	951.16	48.84	95%	
37-501-373 2017 Dodge Car 400	784	0.00	255.84	494.05	289.95	63%	
37-501-374 2010 Ford Car 500	1,832	0.00	65.30	1,741.13	90.87	95%	
37-501-375 2008 Ford Car 600	1,000	0.00	215.30	843.16	156.84	84%	
37-501-376 1993 Chevy Car 700	975	0.00	196.71	932.82	42.18	96%	
37-501-400 Liability Insurance	12,000	0.00	0.00	9,024.84	2,975.16	75%	
37-501-415 Police Shots Medical	500	0.00	0.00	168.00	332.00	34%	
37-501-422 Town Hall Rent	1,138	0.00	0.00	1,137.50	0.00	100%	
37-501-433 COP Program	500	0.00	0.00	115.15	384.85	23%	
37-501-436 PD Narcotics Tax/Proceeds	142	0.00	0.00	50.00	92.00	35%	
37-501-499 Miscellaneous	4,610	0.00	11.00	3,161.45	1,448.55	69%	
37-501-801 Town Hall Roof Loan Principal	5,147	0.00	428.96	4,290.51	856.82	83%	
37-501-802 Police 2017 Cars Loan Principal (USDA)	3,945	0.00	0.00	3,945.44	0.00	100%	
37-501-803 Police Security Camera Loan Principal (USDA)	1,185	0.00	0.00	1,185.49	0.00	100%	
37-501-831 Town Hall Roof Loan - Interest PD	520	0.00	43.31	432.12	87.55	83%	
37-501-832 Police 2017 Cars Loan Interest (USDA)	835	0.00	0.00	834.56	0.00	100%	
37-501-833 Police Security Camera Loan Interest (USDA)	148	0.00	0.00	147.51	0.00	100%	
Police Department Totals:	448,147	0.00	63,033.40	399,297.12	48,849.88	89%	
37-601-014 Salary - Part Time Code Enforcement	3,136	0.00	428.40	3,447.60	(311.32)	110%	
37-601-020 ER-FICA Taxes	214	0.00	32.76	213.72	0.00	100%	
37-601-252 Fuel/Truck Expense/Insurance	435	0.00	0.00	434.00	1.00	100%	
37-601-352 Vehicle Maintenance	200	0.00	0.00	200.00	0.00	100%	
37-601-437 Contract Srvs Fire Protection	70,000	0.00	11,666.66	64,166.63	5,833.37	92%	

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37 GENERAL FUND							
Description	Budget	MTD	QTD	YTD	Variance	Percent	
37-601-475 Donation to Town Fire	1,504	0.00	0.00	1,503.75	0.25	100%	
Fire Totals:	75,489	0.00	12,127.82	69,965.70	5,523.30	93%	
37-651-330 Christmas Lights/Santa House	600	0.00	0.00	600.00	0.00	100%	
37-651-331 Haley Haywood Park	553	0.00	0.00	77.97	475.03	14%	
37-651-332 Signs below \$5,000	3,240	0.00	0.00	3,148.81	91.19	97%	
37-651-333 Street Beautification - Below \$5,000	2,857	0.00	1,735.11	2,856.50	0.50	100%	
37-651-335 Street Lighting Electric Bill	23,000	0.00	3,695.68	19,793.26	3,206.74	86%	
Signs and Lights Totals:	30,250	0.00	5,430.79	26,476.54	3,773.46	88%	
37-701-010 Salary - Full Time	50,103	0.00	8,228.88	45,427.43	4,675.57	91%	
37-701-014 Salary - Part Time	15,679	0.00	2,987.73	13,274.49	2,404.51	85%	
37-701-019 Over-Time	1,714	0.00	0.00	268.22	1,445.78	16%	
37-701-020 ER-FICA Taxes	5,262	0.00	855.08	4,496.98	765.02	85%	
37-701-030 ER - Retirement - Orbit	10,868	0.00	1,772.24	9,219.44	1,648.56	85%	
37-701-040 ER-Health Insurance	11,534	0.00	882.18	10,579.35	954.65	92%	
37-701-050 ER-Life Insurance	269	0.00	43.96	263.76	5.24	98%	
37-701-060 ER-Workman's Comp	4,801	0.00	0.00	4,800.63	0.37	100%	
37-701-203 Supplies	3,619	0.00	91.35	3,218.58	400.42	89%	
37-701-204 Uniforms	3,450	0.00	475.25	3,017.21	432.79	87%	
37-701-251 Telephone & Postage	540	0.00	142.10	503.49	36.51	93%	
37-701-252 Fuel	8,297	0.00	578.18	6,458.08	1,838.92	78%	
37-701-312 Tree Removal	1,200	0.00	0.00	1,200.00	0.00	100%	
37-701-351 Maint & Repair Equip	10,139	0.00	140.99	10,054.79	84.21	99%	
37-701-352 Vehicle Maintenance	2,528	0.00	20.66	1,885.64	642.36	75%	
37-701-400 Liability Insurance	7,112	0.00	0.00	5,219.57	1,892.43	73%	
37-701-431 Street Debris Disposal	5,500	0.00	2,208.75	3,208.75	2,291.25	58%	
37-701-803 LGFCU Street Truck & Trailer Loan Principal	13,000	0.00	0.00	12,999.98	0.02	100%	
37-701-832 LGFCU Street Truck & Trailer	594	0.00	0.00	593.24	0.76	100%	

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37 GENERAL FUND							
Description	Budget	MTD	QTD	YTD	Variance	Percent	
Loan Interest							
Streets Totals:	156,209	0.00	18,427.35	136,689.63	19,519.37	88%	
37-710-361 Maint & Repair POWELL BILL	20,004	0.00	0.00	5,627.00	14,377.00	28%	
37-710-405 Audit Expense POWELL BILL	100	0.00	0.00	0.00	100.00		
37-710-810 BB&T Battle Ave Sewer Loan POWELL - Prin	5,215	0.00	0.00	5,214.28	0.72	100%	
37-710-830 BB&T Battle Ave Sewer Loan POWELL - Int	646	0.00	0.00	646.00	0.00	100%	
Powell Bill Totals:	25,965	0.00	0.00	11,487.28	14,477.72	44%	
37-801-010 Salary - Full Time Sanitation	46,758	0.00	7,419.20	40,403.30	6,354.70	86%	
37-801-019 Salary - Over Time Sanitation	608	0.00	0.00	607.75	0.25	100%	
37-801-020 ER - FICA Sanitation	3,676	0.00	552.76	3,032.65	643.35	82%	
37-801-030 ER - Retirement - Orbit Sanitation	7,593	0.00	1,172.24	6,439.51	1,153.49	85%	
37-801-040 ER - Health Insurance	10,018	0.00	756.95	9,117.28	900.72	91%	
37-801-050 ER - Life Insurance	227	0.00	37.80	226.80	0.20	100%	
37-801-060 Workman's Compensation	3,388	0.00	0.00	3,387.74	0.26	100%	
37-801-203 Supplies	559	0.00	31.37	553.67	5.33	99%	
37-801-204 Uniforms	2,690	0.00	258.96	1,626.56	1,063.44	60%	
37-801-251 Telephone & Postage	350	0.00	82.14	333.69	16.31	95%	
37-801-252 Fuel	2,787	0.00	288.04	2,087.30	699.70	75%	
37-801-350 Landfill Fees	17,596	0.00	3,122.20	14,641.51	2,954.49	83%	
37-801-352 Vehicle Maintenance	5,858	0.00	0.00	5,857.01	0.99	100%	
37-801-400 Liability Insurance	2,553	0.00	0.00	2,379.43	173.57	93%	
Sanitation Totals:	104,661	0.00	13,721.66	90,694.20	13,966.80	87%	
Expenses Totals:	1,196,530	0.00	172,974.15	1,050,535.57	145,994.43	88%	
37 GENERAL FUND Revenues Over/(Under) Expenses:		1,204.50	88,914.57	203,630.74			

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38 WATER / SEWER							
Description	Budget	MTD	QTD	YTD	Variance	Percent	
Revenues							
38-351-401 Water Sales	575,306	538.93	76,701.13	479,450.92	(95,855.08)	83%	
38-351-402 Debt Setoff WATER	35	0.00	33.13	335.04	300.04	957%	
38-351-404 Sewer Services	641,634	419.74	82,025.73	472,323.68	(169,310.32)	74%	
38-351-407 Debt Setoff SEWER	53	0.00	66.33	618.05	565.05	1166%	
38-351-408 Town Taps	2,350	0.00	706.11	16,290.71	13,940.71	693%	
38-351-416 Dis/Reconnection Fee	5,846	0.00	150.00	4,439.81	(1,406.19)	76%	
38-351-417 Fire Sprinkler	2,236	0.00	375.48	2,065.14	(170.86)	92%	
38-351-418 Late Fees/Penalty/Cut Off	17,540	0.00	947.73	11,220.37	(6,319.63)	64%	
38-351-419 Returned Check Fee	900	0.00	50.30	594.96	(305.04)	66%	
38-365-410 Interest/investment Income NCCMT	104	0.00	0.00	0.00	(104.00)		
38-365-421 Account Activation Fee	2,950	0.00	400.00	2,525.00	(425.00)	86%	
38-365-851 Misc Revenue WATER	118	0.00	0.00	62.88	(55.12)	53%	
38-365-852 Misc Revenue SEWER	118	0.00	0.00	0.00	(118.00)		
Revenues Totals:	1,249,190	958.67	161,455.94	989,926.56	(259,263.44)	79%	
Expenses							
38-851-010 Salary Full Time	81,268	0.00	14,689.52	73,595.28	7,672.72	91%	
38-851-014 Salary - Part Time	15,630	0.00	3,236.72	15,432.48	197.52	99%	
38-851-019 Salary Over-Time	6,227	0.00	361.35	3,556.60	2,669.90	57%	
38-851-020 ER-FICA Taxes	7,889	0.00	1,347.73	6,823.37	1,065.63	86%	
38-851-030 ER - Retirement Orbit	12,480	0.00	2,138.52	10,873.57	1,605.93	87%	
38-851-040 ER - Health Insurance WATER	13,704	0.00	1,034.72	12,042.35	1,661.65	88%	
38-851-050 ER - Life Insurance	310	0.00	51.52	309.12	0.38	100%	
38-851-060 ER - Workman's Comp	1,643	0.00	0.00	1,641.82	0.68	100%	
38-851-200 Travel Expense	225	0.00	0.00	0.00	225.00		
38-851-203 Supplies	2,240	0.00	384.74	1,647.59	592.41	74%	
38-851-204 Uniforms	2,360	0.00	310.92	1,826.81	533.19	77%	
38-851-205 Materials & Supplies	32,500	0.00	1,749.05	31,572.00	928.00	97%	

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38 WATER / SEWER							
Description	Budget	MTD	QTD	YTD	Variance	Percent	
38-851-250 Light & Heat & Security	4,731	0.00	737.61	4,421.10	309.40	93%	
38-851-251 Telephone & Postage	7,826	0.00	1,274.69	7,071.63	754.37	90%	
38-851-252 Fuel	5,000	0.00	569.43	3,982.33	1,017.67	80%	
38-851-255 Bldg. Maint/Clean Svs	1,254	0.00	56.67	1,110.10	143.90	89%	
38-851-260 Electric Tank/Pumps	5,500	0.00	357.40	2,268.54	3,231.46	41%	
38-851-296 Continuing Education	625	0.00	54.50	54.50	570.50	9%	
38-851-301 Computer Maintenance	1,969	0.00	316.04	1,736.60	231.90	88%	
38-851-302 Software Support	1,684	0.00	12.38	1,447.28	236.72	86%	
38-851-305 Technology Upgrades	2,307	0.00	0.00	1,566.90	740.10	68%	
38-851-309 Advertising	250	0.00	0.00	0.00	250.00		
38-851-310 Dues & Subscriptions	377	0.00	25.00	376.25	0.75	100%	
38-851-313 State Permits	1,250	0.00	0.00	990.00	260.00	79%	
38-851-345 Water Tank Contract	16,620	0.00	0.00	12,464.61	4,155.39	75%	
38-851-351 Maint. & Repair Equip	7,500	0.00	365.23	2,638.30	4,861.70	35%	
38-851-352 Vehicle Maintenance	2,376	0.00	116.62	2,272.87	103.13	96%	
38-851-400 Town Liability Insurance	6,393	0.00	0.00	6,392.67	0.33	100%	
38-851-405 Audit Expense	3,792	0.00	0.00	3,723.43	68.57	98%	
38-851-422 WS Town Hall Rent	570	0.00	0.00	568.75	1.25	100%	
38-851-441 Certify Lab Services	1,500	0.00	215.00	1,135.00	365.00	76%	
38-851-448 External Contract	25,233	0.00	7,150.00	22,589.78	2,642.72	90%	
38-851-451 Water Purchase	220,288	0.00	15,674.25	170,310.93	49,977.07	77%	
38-851-801 Town Hall Roof Loan - Principal	2,574	0.00	214.47	2,145.74	428.43	83%	
38-851-802 USDA Public Works Trucks - Princ Water	2,408	0.00	0.00	2,407.79	0.21	100%	
38-851-831 Town Hall Roof Loan - Interest Water	260	0.00	21.65	215.53	44.30	83%	
38-851-836 USDA Public Works Trucks - Int Water	509	0.00	0.00	509.21	0.00	100%	
38-851-889 RESERVE FOR USDA LOANS	4,210	0.00	0.00	0.00	4,209.50		

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38 WATER / SEWER							
Description	Budget	MTD	QTD	YTD	Variance	Percent	
38-851-895 Grass Cutting Expense	8,000	0.00	0.00	4,500.00	3,500.00	56%	
38-851-896 WS 25% of GF Expense	40,428	0.00	3,226.88	30,283.72	10,143.78	75%	
38-851-998 Contingency	21,019	0.00	0.00	0.00	21,018.50		
Water Totals:	572,924	0.00	55,692.61	446,504.55	126,419.66	78%	
38-852-010 Salary - Full Time	81,268	0.00	14,689.56	73,257.89	8,010.11	90%	
38-852-014 Salary - Part Time	15,630	0.00	3,236.43	15,432.75	197.25	99%	
38-852-019 Salary - Over Time Sewer	6,227	0.00	369.28	3,171.53	3,054.97	51%	
38-852-020 ER - FICA Sewer	7,889	0.00	1,392.97	6,996.88	892.12	89%	
38-852-030 ER-Retirement Orbit	12,480	0.00	2,137.52	10,764.32	1,715.18	86%	
38-852-040 ER-Health Insurance SEWER	13,704	0.00	1,034.72	12,303.74	1,400.26	90%	
38-852-050 ER-Life Insurance	310	0.00	51.52	309.12	0.38	100%	
38-852-060 ER-Workman's Comp	1,643	0.00	0.00	1,641.81	0.69	100%	
38-852-200 Travel Expense	225	0.00	0.00	0.00	225.00		
38-852-203 Supplies	2,763	0.00	536.83	1,911.93	851.07	69%	
38-852-204 Uniforms	2,400	0.00	310.92	1,828.88	571.12	76%	
38-852-205 Materials & Supplies	27,500	0.00	1,680.89	22,266.61	5,233.39	81%	
38-852-250 Light & Heat & Security	4,819	0.00	691.38	4,124.67	693.83	86%	
38-852-251 Telephone & Postage	7,881	0.00	1,274.64	7,149.53	731.47	91%	
38-852-252 Fuel	5,000	0.00	569.42	3,956.96	1,043.04	79%	
38-852-255 Bldg. Maint/Clean Svs	1,241	0.00	56.67	1,096.78	144.22	88%	
38-852-260 Electric Tank/Pumps	10,500	0.00	1,891.23	8,560.42	1,939.58	82%	
38-852-296 Continuing Education	625	0.00	54.50	54.50	570.50	9%	
38-852-301 Computer Maint.	1,677	0.00	316.03	1,638.22	38.28	98%	
38-852-302 Software Support	1,684	0.00	12.37	1,447.28	236.72	86%	
38-852-305 Technology Upgrades	2,307	0.00	0.00	1,566.88	740.12	68%	
38-852-309 Advertising	419	0.00	0.00	418.50	0.50	100%	
38-852-310 Dues & Subscriptions	377	0.00	25.00	376.25	0.75	100%	
38-852-313 State Permits	1,510	0.00	1,310.00	1,510.00	0.00	100%	
38-852-351 Maint & Repair Equip	7,500	0.00	365.23	2,547.27	4,952.73	34%	

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38 WATER / SEWER							
Description	Budget	MTD	QTD	YTD	Variance	Percent	
38-852-352 Vehicle Maintenance	2,297	0.00	112.87	2,190.20	106.80	95%	
38-852-400 Liability Insurance	6,393	0.00	0.00	6,392.61	0.39	100%	
38-852-405 Audit Expense	3,792	0.00	0.00	3,723.43	68.57	98%	
38-852-422 Town Hall Rent	569	0.00	0.00	568.75	0.25	100%	
38-852-434 WS Grant Expense	20	0.00	0.00	0.00	20.00		
38-852-435 Purchase of Sewer Services	296,037	0.00	22,036.93	233,168.65	62,868.35	79%	
38-852-448 External Contract	43,552	0.00	3,250.00	41,099.68	2,451.82	94%	
38-852-473 WWTP Rehab Annual Payment	24,989	0.00	0.00	0.00	24,989.00		
38-852-801 Town Hall Roof Loan - Principal	2,574	0.00	214.48	2,145.78	428.38	83%	
38-852-802 USDA Public Works Trucks - Princ Sewer	2,408	0.00	0.00	2,407.79	0.21	100%	
38-852-806 Rename principal	0	0.00	0.00	0.00	0.21		
38-852-809 John Riggans Easement Pmt	1,000	0.00	0.00	1,000.00	0.00	100%	
38-852-810 BB&T Battle Avenue Sewer Loan - Principal	6,206	0.00	0.00	6,205.52	0.67	100%	
38-852-811 NCDEQ Sewer Rehab Annual Loan- Principal	13,750	0.00	13,750.00	13,750.00	0.00	100%	
38-852-830 BB&T Battle Ave Sewer Loan - Int	769	0.00	0.00	768.81	0.00	100%	
38-852-831 Town Hall Roof Loan - Interest Sewer	260	0.00	21.66	215.55	44.29	83%	
38-852-836 USDA Public Works Trucks - Int Sewer	509	0.00	0.00	509.21	(0.21)	100%	
38-852-837 NCDEQ Sewer Rehab Annual Loan- Interest	3,850	0.00	1,925.00	3,850.00	0.00	100%	
38-852-889 Reserve for USDA Loans	4,210	0.00	0.00	0.00	4,209.50		
38-852-896 WS 25% of GF Expense	40,428	0.00	3,226.89	30,283.73	10,143.77	75%	
38-852-998 Contingency	7,675	0.00	0.00	0.00	7,674.50		
Sewer Expenses Totals:	678,862	0.00	76,544.94	532,612.43	146,249.78	78%	
38-901-037 Transfer to General Fund	8,000	1,125.00	3,375.00	9,000.00	(1,000.00)	113%	
38-901-064 Transfer Out to Unity Bute, Battle	19,470	0.00	0.00	19,470.00	0.00	100%	

Budget vs Actual

Town of Warrenton
6/2/2020 11:20:41 AM

Period Ending 6/30/2020

38 WATER / SEWER							
Description	Budget	MTD	QTD	YTD	Variance	Percent	
Sewer Grant							
Transfers Out Totals:	27,470	1,125.00	3,375.00	28,470.00	(1,000.00)	104%	
Expenses Totals:	1,279,256	1,125.00	135,612.55	1,007,586.98	271,669.44	79%	
38 WATER / SEWER	Revenues Over/(Under) Expenses:	(166.33)	25,845.12	(6,873.43)			

Budget vs Actual

Town of Warrenton
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Period Ending 6/30/2020

39 WWTP							
Description	Budget	MTD	QTD	YTD	Variance	Percent	
Revenues							
39-351-470 Town Sewer Revenues	296,037	0.00	22,036.93	233,168.65	(62,868.35)	79%	
39-351-471 Sewer Revenues - County	209,003	0.00	15,558.13	164,617.57	(44,385.43)	79%	
39-351-472 Sewer Rev Norlina	165,486	0.00	12,318.72	130,342.07	(35,143.93)	79%	
39-365-861 Misc Revenue WWTP	19,828	1,555.00	4,005.00	12,795.00	(7,033.00)	65%	
Revenues Totals:	690,354	1,555.00	53,918.78	540,923.29	(149,430.71)	78%	
Expenses							
39-861-010 Salary - Full Time	154,998	0.00	28,124.47	144,782.50	10,215.50	93%	
39-861-014 Salary - Part Time	15,361	0.00	3,274.52	15,684.64	(323.64)	102%	
39-861-019 Over-Time	9,020	0.00	1,100.09	8,038.86	981.14	89%	
39-861-020 ER-FICA Taxes	11,317	0.00	2,016.04	10,582.30	734.70	94%	
39-861-030 ER - Retirement Orbit	24,805	0.00	4,361.71	22,912.15	1,892.85	92%	
39-861-040 ER- Health Insurance	24,791	0.00	1,919.83	22,625.60	2,165.40	91%	
39-861-050 ER-Life Insurance	574	0.00	95.20	571.20	2.80	100%	
39-861-060 ER-Workman's Comp	4,004	0.00	0.00	3,220.30	783.70	80%	
39-861-203 Supplies	750	0.00	127.90	464.33	285.67	62%	
39-861-204 Uniforms	4,706	0.00	429.97	2,534.34	2,171.66	54%	
39-861-205 OP Material & supplies	39,000	0.00	5,268.34	36,821.78	2,178.22	94%	
39-861-250 Light, Heat & Security	93,341	0.00	14,242.64	82,866.75	10,474.25	89%	
39-861-251 Telephone & Postage	8,129	0.00	1,237.34	7,374.86	754.14	91%	
39-861-252 Fuel	7,500	0.00	742.76	6,149.13	1,350.87	82%	
39-861-296 Continuing Education	2,430	0.00	0.00	2,430.00	0.00	100%	
39-861-301 Computer Maint.	3,172	0.00	632.09	3,013.04	158.96	95%	
39-861-302 Software Support	3,209	0.00	24.75	2,422.03	786.97	75%	
39-861-305 Technology Upgrades	2,000	0.00	0.00	1,146.28	853.72	57%	
39-861-309 Advertising	643	0.00	0.00	355.73	287.27	55%	
39-861-318 Freight Charges	1,740	0.00	310.30	1,739.39	0.61	100%	
39-861-342 Maint & Repair Plant	90,308	0.00	33,282.17	90,086.76	221.24	100%	

Budget vs Actual

Town of Warrenton
6/2/2020 11:20:41 AM

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Period Ending 6/30/2020

39 WWTP							
Description	Budget	MTD	QTD	YTD	Variance	Percent	
39-861-344 Sludge Removal	55,000	0.00	8,065.00	38,355.00	16,645.00	70%	
39-861-346 Lab Material & Supplies	6,750	0.00	1,221.99	5,758.75	991.25	85%	
39-861-347 Lab Analysis	16,600	0.00	4,058.95	14,472.45	2,127.55	87%	
39-861-348 Tar - Pamlico Dues	3,000	0.00	2,880.00	2,880.00	120.00	96%	
39-861-349 OSHAComp/Safety M&S	1,000	0.00	0.00	737.00	263.00	74%	
39-861-352 Vehicle Maintenance	4,394	0.00	222.31	4,247.56	146.44	97%	
39-861-400 Liability Insurance	18,649	0.00	0.00	12,179.87	6,469.13	65%	
39-861-405 Audit Expense	7,584	0.00	0.00	7,446.87	137.13	98%	
39-861-444 Permits & Fees	6,253	0.00	0.00	6,252.50	0.50	100%	
39-861-445 Certify Lab Expense	1,000	0.00	0.00	423.12	576.88	42%	
39-861-446 Influent Debris removal	4,352	0.00	641.69	3,528.07	823.93	81%	
39-861-447 WWTP Grant Expense	13,850	0.00	0.00	0.00	13,850.00		
39-861-500 Capital Outlay \$5000 and Over	8,430	0.00	0.00	8,430.00	0.00	100%	
39-861-897 WWTP 25% of GF Exp	41,694	0.00	3,297.35	34,062.83	7,631.17	82%	
WWTP - Expenses Totals:	690,354	0.00	117,577.41	604,595.99	85,758.01	88%	
Expenses Totals:	690,354	0.00	117,577.41	604,595.99	85,758.01	88%	
39 WWTP Revenues Over/(Under) Expenses:		1,555.00	(63,658.61)	(63,571.96)			

A/P Check Listing

Vendor Range - 123 OTTO LLC' - 'YOUR TRADEMARK ATTORNEY

Date From - 5/1/2020 Date To - 5/31/2020

Town of Warrenton
06/02/2020 11:27 AM

Page: 1 of 3

Check Number	Bank	Vendor	Date	Amount
62455	30	AMAZON CAPTIAL SERVICES, INC.	05/05/2020	\$196.91
62456	30	DOCUMENT SYSTEMS, INC	05/05/2020	\$281.57
62457	30	LAWMENS	05/05/2020	\$58.98
62458	30	PETE SMITH TIRE & QUICK LUBE, INC	05/05/2020	\$1,254.68
62459	30	Purchase Power (Pitney Bowes)	05/05/2020	\$150.00
62460	30	TIME WARNER CABLE	05/05/2020	\$124.98
62461	30	UNIFIRST CORPORATION	05/05/2020	\$342.83
62462	30	WALKER AUTO STORES	05/05/2020	\$218.20
62463	30	WARREN AUTO PARTS, INC.	05/05/2020	\$291.65
62464	30	WRIGHT EXPRESS FSC	05/05/2020	\$805.12
62465	30	Cash	05/05/2020	\$100.00
62466	30	AMAZON CAPTIAL SERVICES, INC.	05/07/2020	\$59.94
62467	30	CAROLINA DIGITAL PHONE INC	05/07/2020	\$266.79
62468	30	MERITECH INC	05/07/2020	\$1,094.00
62469	30	PETE SMITH TIRE & QUICK LUBE, INC	05/07/2020	\$509.50
62470	30	SHARENIA HENDERSON	05/07/2020	\$108.79
62471	30	AMAZON CAPTIAL SERVICES, INC.	05/12/2020	\$166.55
62472	30	Community Eye Care	05/12/2020	\$100.96
62473	30	GALLS QUARTERMASTER	05/12/2020	\$862.06
62474	30	GRANVILLE FARMS, INC.	05/12/2020	\$7,565.00
62475	30	H.B. Poythress & Assoc.LLC	05/12/2020	\$550.00
62476	30	H.G. REYNOLDS COMPANY, INC	05/12/2020	\$292,135.72
62477	30	HARRIS ENTERPRISES	05/12/2020	\$622.28
62478	30	MUNICIPAL ENGINEERING	05/12/2020	\$16,153.93
62479	30	NORTH CAROLINA 811, INC	05/12/2020	\$25.00
62480	30	WARRENTON SUPPLY CO., INC.	05/12/2020	\$9.09
62481	30	BLUE RIDGE SPRINGS, INC	05/14/2020	\$25.00
62482	30	CENTURY LINK COMMUNICATIONS	05/14/2020	\$165.96
62483	30	DUKE ENERGY PROGRESS	05/14/2020	\$8,633.40
62484	30	GFL ENVIRONMENTAL	05/14/2020	\$317.74

A/P Check Listing

Vendor Range - 123 OTTO LLC' - 'YOUR TRADEMARK ATTORNEY
Date From - 5/1/2020 Date To - 5/31/2020

Town of Warrenton
06/02/2020 11:27 AM

Page: 2 of 3

Check Number	Bank	Vendor	Date	Amount
62485	30	HARRIS ENTERPRISES	05/14/2020	\$26,616.36
62486	30	Joe Barr	05/14/2020	\$109.00
62487	30	MIRANDA E. MEDLIN	05/14/2020	\$90.00
62488	30	NCCMT GOVERNMENT PORTFOLIO	05/14/2020	\$165,005.76
62489	30	PROFESSIONAL MAIL SERVICES, INC	05/14/2020	\$505.84
62490	30	ROBIN SMALL ENGINE SERVICE	05/14/2020	\$388.51
62491	30	TRI-COUNTY POWER EQUIPMENT INC	05/14/2020	\$267.26
62492	30	UNIFIRST CORPORATION	05/14/2020	\$346.75
62493	30	UNITED PARCEL SERVICE	05/14/2020	\$124.00
62494	30	WARREN COUNTY PUBLIC WORKS	05/14/2020	\$1,464.62
62495	30	ALWAYS CARE BENEFITS, INC.	05/19/2020	\$452.48
62496	30	DOCUMENT SYSTEMS, INC	05/19/2020	\$362.21
62497	30	FIRST CITIZENS BANK	05/19/2020	\$1,112.04
62498	30	FRONTIER NATURAL GAS	05/19/2020	\$32.31
62499	30	Meredith Valentine	05/19/2020	\$10.00
62500	30	NC DEPT. OF ENVIRONMENTAL QUALITY	05/19/2020	\$1,310.00
62501	30	TIME WARNER CABLE	05/19/2020	\$116.97
62502	30	DOCUMENT SYSTEMS, INC	05/21/2020	\$284.95
62503	30	DUKE ENERGY PROGRESS	05/21/2020	\$235.65
62504	30	FRONTIER NATURAL GAS	05/21/2020	\$27.60
62505	30	UNIFIRST CORPORATION	05/21/2020	\$871.36
62506	30	United Healthcare	05/21/2020	\$539.93
62507	30	UNITED PARCEL SERVICE	05/21/2020	\$62.30
62508	30	WOMACK PUBLISHING CO. INC.	05/21/2020	\$711.46
62509	30	AMAZON CAPTIAL SERVICES, INC.	05/26/2020	\$463.47
62510	30	COLUMBIAN MUTUAL LIFE INS CO	05/26/2020	\$37.88
62511	30	DOCUMENT SYSTEMS, INC	05/26/2020	\$854.00
62512	30	FLEMING INVESTMENT COMPANY	05/26/2020	\$1,500.00
62513	30	HUMANA SPECIALTY BENEFITS	05/26/2020	\$29.38
62514	30	MUNICIPAL INSURANCE TRUST	05/26/2020	\$666.91

A/P Check Listing

Vendor Range - 123 OTTO LLC' - 'YOUR TRADEMARK ATTORNEY
Date From - 5/1/2020 Date To - 5/31/2020

Town of Warrenton
06/02/2020 11:27 AM

Page: 3 of 3

Check Number	Bank	Vendor	Date	Amount
62515	30	TAR HEEL TIRE SALES/SERVICE	05/26/2020	\$16.01
62516	30	US CELLULAR	05/26/2020	\$1,200.01
62517	30	AMAZON CAPTIAL SERVICES, INC.	05/28/2020	\$310.74
62518	30	BLUE RIDGE SPRINGS, INC	05/28/2020	\$83.50
62519	30	DUKE ENERGY PROGRESS	05/28/2020	\$1,719.81
62520	30	INFORMATION TECHNOLOGY SERVICE	05/28/2020	\$203.03
62521	30	PRUDENTIAL RETIREMENT	05/28/2020	\$1,271.98
62522	30	VERIZON WIRELESS	05/28/2020	\$280.07
62523	30	WRIGHT EXPRESS FSC	05/28/2020	\$720.14
62524	30	NC DEQ	05/29/2020	\$15,675.00
70	Checks Totaling -			\$559,275.92

Totals By Fund

	Checks	Voids	Total
34	\$1,804.61		\$1,804.61
36	\$3,667.16		\$3,667.16
37	\$178,955.13		\$178,955.13
38	\$23,504.69		\$23,504.69
39	\$44,427.79		\$44,427.79
64	\$157,086.00		\$157,086.00
65	\$149,830.54		\$149,830.54
Totals:	\$559,275.92		\$559,275.92

Activity Detail Summary (by Category)

Warrenton Police Department

(05/01/2020 - 05/31/2020)

Incident\Investigations

13A - Aggravated Assault	1
13C - Intimidation	1
23C - Shoplifting	1
23H - All Other Larceny	2
26A - False Pretenses/Swindle/Confidence Game	1
26G - Hacking/Computer Invasion	1
290 - Destruction/Damage/Vandalism of Property	1
40B - Assisting or Promoting Prostitution	1
90C - Disorderly Conduct	4
90Z - All Other Offenses	7

Total Offenses 20

Total Incidents 10

Arrests

13A - Aggravated Assault	1
13C - Intimidation	1
40B - Assisting or Promoting Prostitution	1
90C - Disorderly Conduct	1
90Z - All Other Offenses	4

Total Charges 8

Total Arrests 1

Accidents

Total Accidents 5

Citations

Secondary Charge	0
------------------	---

Total Charges 0

Total Citations 0

Activity Detail Summary (by Category)

Warrenton Police Department

(05/01/2020 - 05/31/2020)

Warning Tickets

Total Charges	0
Total Warning Tickets	0

Ordinance Tickets

Noise Ordinance	1
-----------------	---

Total Ordinance Tickets	1
-------------------------	---

Criminal Papers

Total Criminal Papers Served	0
Total Criminal Papers	0

Civil Papers

Total Civil Papers Served	0
Total Civil Papers	0

Activity Log Event Summary (Cumulative Totals)

Warrenton Police Department

(05/01/2020 - 05/31/2020)

911 Hang-up	1	Abandoned Vehicle	1
Accident	6	Alarm Activation	4
Assist Elderly/Lost person	1	Assist NPD	12
Assist Other Department	3	Assist WC EMS	5
Assist WCSO	4	C.O.P.S. - Main St	16
C.O.P.S.- Neighborhood Patrol	6	Careless and Reckless Driving	2
Civil Dispute	1	Complaint	3
Disabled Vehicle	3	Disturbance	5
Domestic	1	Fight	1
Foot Patrol	10	Fraud	1
Information by Phone	1	Investigation and/or Interview	3
Larceny	2	Lost property	1
Medical / Person Hurt or Sick	2	Non Law Enforcement Issue	1
Non-Law Enforcement Issue	1	Open Door (Business)	1
Ordinance Violation	4	Other	1
Patrol	1	Property Check – Business	14
Speeding to Elude Arrest	1	Suspected Drunk Driver	1
Suspicious Person / Vehicle	7	Talk with Officer	5
Traffic Control	4	Traffic Stop	32
Wash Patrol Vehicle	1	Welfare Check	1

Total Number Of Events: 170

Memo

To: Town Commissioners
From: Bill Perkinson
CC: Mayor, Town Administrator
Date: June 2, 2020
Re: May 2020 Monthly Activity Report for Public Works

Water and Sewer

- **Water and Sewer System Needs – Unfunded:** (1) West Ridgeway St. sewer main (general location is in area between Ridgeway Street and Fairlane Drive) – Determine exact location of sewer main and right of way. (2) Install magnetic flow meter in 14 inch sewer force main where Town of Norlina's and Warren County's Sewer enters Town of Warrenton's sewer system (meter would give us precise measurement of volume of sewer in route to the wastewater treatment plant from our partners thus helping to ensure accurate portioning of monthly wastewater treatment expense between the three partners). (3) Purchase water and sewer line locating equipment. (4) Purchase water main valve exercising equipment.
- **Water and Sewer System Needs – Funded:** (1) Comprehensive water system map (Required by NC DENR) – Creation will be funded by NC DEQ grant. (2) Sewer main located between Bragg St. and Macon St. (serves all businesses located on the east side of South Main Street between Odom's Motor Service and Macon Street and Quilt Lizzy) – Line is failing and will need to be repaired or relocated. Repair will be very difficult due to location of line – Replacement of line will be funded by USDA Rural Development grant. (3) Replace sewer main on Bute Street and Unity Drive – Replacement of lines funded by NC DEQ grant. (4) Replace sewer main on South Main Street from Battle Avenue intersection to sewer trunk line at Horse Creek - Replacement of line funded by NC DEQ grant. (5) Purchase and install public works 2-way radio repeater. Funded by USDA Rural Development grant. (6) Purchase and install SCADA systems on Town's 3 sewer lift stations - Funded by USDA Rural Development grant.
- **Completed Water and Sewer System Maintenance/Repair Related Information:** (1) Repair – Toro Grandstand Lawnmower. Replaced starter and solenoid. Shop: Robin's Small Engine Repair (Labor and Materials - \$370.46)

Total cost for Maintenance and Repair Equipment (Account No. 38-851-351 & 38-852-351) - \$370.46

Total cost for External Contract Maintenance and Repair (Account No. 38-851-448 & 38-852-448) - \$00.00

- **38 Fund Operating Budget Revenue Shortfall:** We are projecting that we will finish this fiscal year with our expenses totaling \$1,173,000. This is \$107,190 under the budgeted amount for expenses. However, we are also projecting that revenues will finish at \$1,080,000. This is \$169,190 under the budgeted revenue amount. This will leave us with a shortfall of \$93,000 between revenues and expenses.

Streets and Sanitation

- **Current Tasks:** Tree pruning. Street curb and gutter cleaning. Signs repair/replacement. Brick sidewalk repairs. Loose leaves/debris pick-up. Grass Cutting.

Memo

To: Town Commissioners
From: Bill Perkinson
CC: Mayor, Town Administrator
Date: June 2, 2020
Re: Revision 1 - May 2020 Monthly Activity Report for Public Works

Water and Sewer

- **Water and Sewer System Needs – Unfunded:** (1) West Ridgeway St. sewer main (general location is in area between Ridgeway Street and Fairlane Drive) – Determine exact location of sewer main and right of way. (2) Install magnetic flow meter in 14 inch sewer force main where Town of Norlina's and Warren County's Sewer enters Town of Warrenton's sewer system (meter would give us precise measurement of volume of sewer in route to the wastewater treatment plant from our partners thus helping to ensure accurate portioning of monthly wastewater treatment expense between the three partners). (3) Purchase water and sewer line locating equipment. (4) Purchase water main valve exercising equipment.
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- **Completed Water and Sewer System Maintenance/Repair Related Information:** (1) Repair – Toro Grandstand Lawnmower. Replaced starter and solenoid. Shop: Robin's Small Engine Repair (Labor and Materials - \$370.46)

Total cost for Maintenance and Repair Equipment (Account No. 38-851-351 & 38-852-351) - \$370.46

Total cost for External Contract Maintenance and Repair (Account No. 38-851-448 & 38-852-448) - \$00.00

- **38 Fund Operating Budget Revenue Shortfall:** We are projecting that we will finish this fiscal year with our expenses totaling \$1,173,000. This is \$106,256 under the budgeted amount for expenses. However, we are also projecting that revenues will finish at \$1,080,000. This is \$199,256 under the budgeted revenue amount. This will leave us with a shortfall of \$93,000 between revenues and expenses.

Streets and Sanitation

- **Current Tasks:** Tree pruning. Street curb and gutter cleaning. Signs repair/replacement. Brick sidewalk repairs. Loose leaves/debris pick-up. Grass Cutting.



Walter M. Gardner, Jr. – Mayor
Robert F. Davie, Jr. – Town Administrator

P.O. Box 281
Warrenton, NC 27589-0281
(252) 257-1122 Fax (252) 257-9219
www.warrenton.nc.gov

BOC Meeting May 11, 2020 – Action Items Checklist

1. Execute annexation resolution, file copy of resolution with Register of Deeds, update Ordinance Book as addition to Table 1. (cont.)
2. Meet with Lowes agent to determine equipment that stays in grocery (cont.)
3. Work with Mitch Styers on ordinance language for HDC penalty (cont.)
4. Work with Mitch Styers on Opal Jones purchase offer for lot on Market St. (cont.)
 - ✓ Mitch tracking down heir ownership
5. Submit PARTF application
 - ✓ Submitted
6. Execute Resolution for Preservation Month
 - ✓ Done
7. Execute Main Street Resolution
 - ✓ Done
8. Execute Main Street renewal agreement
 - ✓ Done
9. Surplus / trade-in police weapons
 - ✓ Underway
10. Document selection committee for CDBG grant, notify Mike Scott
 - ✓ Done
11. Send HDC penalty letter to owner of old dry cleaners on S. Main
 - ✓ Met with owner, who intends to apply for COA

Changes to Ordinances - Special Use for Multi-Family in R-20

151.113 (C)(1)

- Use: Multi-family dwellings and complexes as a special use in R-8 and O&I.
- Change to “(1) Use: Multi-family dwellings and complexes as a special use in R-8, R-20 and O&I.”

151.045

- In the table of permitted uses will have “S” for Special Use for Multi-Family Dwellings in R-20
- In the table of permitted uses R-20 will have “S” for Special Use for Three or four-family dwellings in one building
- In the table of permitted uses R-20 will have “S” for Special Use for Townhouses in one building

151.045

- In the Minimum Lot Area of the table of permitted uses the following language will be added to R-20: “20,000 for first three units plus 5,000 for each additional unit”

151.044

- (A) R-20 – Residential Agricultural District. The purpose of this district is to provide areas for low-density residential development and agriculture in areas outside the corporate limits of the town;
- Change to:
R-20 – Residential Agricultural District. The purpose of this district is to provide areas for a compatible mixture of residential development and agriculture in areas outside the corporate limits of the town;

151.013

- (C)(1) (1) Use: Multi-family dwellings and complexes as a special use in R-8 and O&I.
- Change to: (1) Use: Multi-family dwellings and complexes as a special use in R-8, R-20 and O&I.



Walter M. Gardner, Jr. – Mayor
Robert F. Davie, Jr. – Town Administrator

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**Planning Board
Minutes
June 1, 2020
Warrenton Town Hall**

Chairman Wally Hurst called to order a meeting of the Planning Board at 5 PM at the Warrenton Town Hall. Attending were board members Georgiana Weddington, Bill Overby, Travis Packer, Town Administrator Robert Davie and Justin Cashman. On conference call were Chairman Wally Hurst, Fern Boyd and Kristy Steed. One member of the public included Jimmy Harris. A quorum was present.

Request for Ordinance change to allow Multi-family Dwellings and Complexes as a special use in R-20

Town Administrator Robert Davie described how multi-family dwellings are currently allowed in R-8 areas as a special use. Lot sizes in R-8 are typically not large enough for multi-family dwellings. Minimum lot size and typical lot sizes in R-20 are significantly larger. Making multi-family dwellings subject to a Special Use will place additional conditions on a development and would require Planning Board and Town Board review.

Travis Packer stated that if this ordinance change were to be approved, it would allow Warrenton to expand its population as well as help with water rates. He added that bringing more people to Warrenton would benefit all current and future businesses.

Jimmy Harris spoke against the petition stating that he is not in favor of allowing multi-family dwellings as a special use in R-20. He also voiced concerns and opposed the building size of a potential project on highway 158 business.

Bill Overby mentioned how size was a concern in the public hearing and asked if we could potentially monitor the size of future projects. Town Administrator Robert Davie described that the Special Use requirement would do that. Davie stated that the Special Use language which addresses the building size is "in harmony with existing development and uses within the area in which the project is to be located."

Travis Packer motioned to approve the ordinance change to allow multi-family dwellings as a special use in R-20, which was seconded by Georgianna Weddington. Fern Boyd and Kristy

Steed abstained from voting. With the final vote being 4-0 of those in favor, the motion was approved.

With no further business the meeting was adjourned.

Respectfully submitted, Robert Davie.

Walter Hurst – Chairman
Staff Review

Planning Board
Request for Ordinance Change

PROPERTY ADDRESS: For all of R-20

SUMMARY OF REQUEST: Allow Multi-Family as a Special Use in R-20

APPLICANT/OWNER: Request by Town Board

DETAILS OF REQUESTED ORDINANCE CHANGE

Request that multi-family dwellings and complexes be allowed as a Special Use in areas zoned R-20. Language (“20,000 for first three units plus 5,000 for each additional unit”) should be added to R-20 as currently specified in R-8.

CURRENT ORDINANCES

(See Table of Permitted Uses)

STAFF FINDING OF FACTS

- Currently multi-family dwellings are allowed in R-8 areas as a special use.
- Lot sizes in R-8 are typically not large enough for Multi-family dwellings. Minimum lot size and typical lot sizes in R-20 are significantly larger.
- Table of permitted uses shows all uses currently allowed in R-20: day nurseries, kindergartens, public institutions, etc.
- Currently mobile home parks are permitted uses in R-20 and do not require a Special Use permit. There is currently no Town Board review of mobile home parks in R-20.
- Making multi-family dwellings subject to a Special Use will place additional conditions on a development (see conditions below), and require Town Board review.

In order for any special or conditional use to be granted, the applicant, at the hearing, shall present sufficient evidence to enable the Board to find that the following conditions exist where applicable:

- All applicable specific conditions pertaining to the proposed use have been or will be satisfied;
- Access roads or entrance and exit drives are or will be sufficient in size and properly located to ensure automotive and pedestrian

safety and convenience, traffic flow, and control and access in case of fire or other emergency;

- Off-street parking, loading, refuse, and other service areas are located so as to be safe, convenient, allow for access in case of emergency, and to minimize economic, glare, odor, and other impacts on adjoining properties and properties in the general neighborhood;
 - Utilities, schools, fire, police, and other necessary public and private facilities and services will be adequate to handle the proposed use;
 - The location and arrangement of the use on the site, screening, buffering, landscaping, and pedestrian ways harmonize with adjoining properties and the general area and minimize adverse impacts;
 - The type, size, and intensity of the proposed use, including such considerations as the hours of operation and number of people who are likely to utilize or be attracted to the use, will not have significant adverse impacts on adjoining properties or the neighborhood.
 - The use or development is located, designed, and proposed to be operated so as to maintain or enhance the value of contiguous property, or that the use or development is a public necessity; and
 - The use will not be a detriment or deterrent to economic development;
 - The use will be in harmony with the existing development and uses within the area in which it is to be located.
 - The use or development conforms to the general plans for the physical development of the Town and is consistent with any Town Comprehensive Plan.
-
- Much of R-20, especially along US 158 Business, is mixed use, both commercial and residential at the present, even though it is zoned R-20.
 - Commercial uses along US 158 Business are grandfathered and non-conforming.

PROPOSED BUDGET

FISCAL YEAR 2020-2021



Town Administrator and Budget Officer

Governing Board, Senior Staff and Mission

Mayor: Walter M. Gardner, Jr. (Term expires 12/21)
Home Address: 318 South Main St., Warrenton, NC 27589
Email Address: wgardner@nc.rr.com
Business Address: Warrenton Insurance Agency, Inc.
131 South Main St. (PO Box 633), Warrenton, NC 27589
Business Phone: 252-257-3104
Cell Phone: 252-213-3034

Mayor Pro Tem: Mary Hunter (12/21)
Home Address: PO Box 281, Warrenton, NC 27589
Email Address: m.hunter@warrenton.nc.gov

Commissioner: Kimberly Harding (12/21)
Home Address: 103 Plummer St., Warrenton, NC 27589
Email Address: k.harding@warrenton.nc.gov
Cell Phone: 252-213-3006

Commissioner: W. T. Hardy (Tom) (12/21)
Home Address: PO Box 281, Warrenton, NC 27589
Email Address: t.hardy@warrenton.nc.gov
Cell Phone: 252-432-0604

Commissioner: Michael Coffman (12/23)
Home Address: PO Box 281, Warrenton, NC 27589
Email Address: m.coffman@warrenton.nc.gov

Commissioner: Margaret Britt (12/23)
Home Address: PO Box 281, Warrenton, NC 27589
Email Address: margaretbritt2@gmail.com

Commissioner: Travis Packer (12/23)
Home Address: PO Box 281, Warrenton, NC 27589
Email Address: travis.packer@teachforamerica.org

Commissioner: John Blalock (12/23)
Home Address: PO Box 281, Warrenton, NC 27589
Email Address: j.blalock@warrenton.nc.gov

Senior Staff

Meredith Valentine, Finance Director, 252-257-1122
Bill Perkinson, Director of Public Works, 252-257-1776
Goble Lane, Chief of Police, 252-257-3123

Mission

“Historically Great – Progressively Strong”

Five key tenets of the Town’s mission are: maintaining small town charm, keeping the business district active, keeping young people excited about living in Warrenton, increasing prosperity and vibrancy and respecting history while engaging the future.

Budget Summary

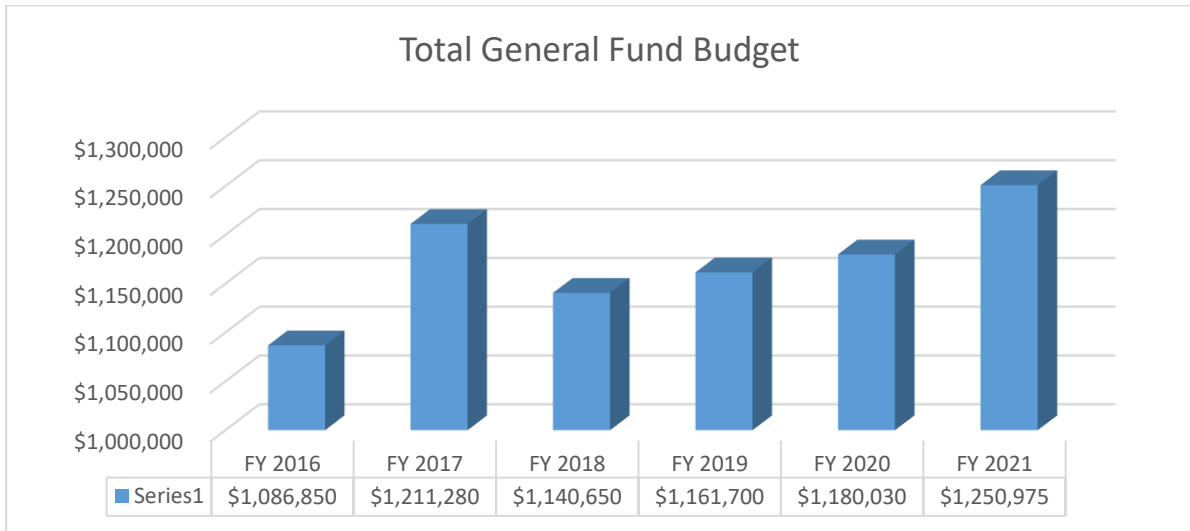
Honorable Mayor and Members of the Warrenton Board of Commissioners,

In accordance with the North Carolina Local Government Budget and Fiscal Control Act, I am pleased to submit to you for your consideration the proposed FY 2020-2021 Warrenton Town Budget. North Carolina General Statute 159-13 requires that boards of commissioners receive proposed budgets from the town budget officer no later than the first day of June, and to officially adopt budget ordinances no later than the first day of July for each fiscal year. A Public Hearing to receive citizen comments on the proposed budget is recommended to be held on June 8, 2020 at 6:30 PM prior to the regularly scheduled Board meeting at the Warrenton Town Hall, 113 S. Bragg Street. Copies of the proposed budget may be obtained at Town Hall at 113 S. Bragg Street by calling in advance to make an appointment. Copies are also available to download from the Town’s website at www.warrenton.nc.gov.

Presented below is the recommended Fiscal Year 2020-2021 budget for the Town of Warrenton. The General Fund budget is proposed to be \$1,251,000 which represents an increase of \$71,000 from the current FY 2019-20 budget. Despite a continued focus on savings, the primary causes for the rise in operating costs are a result of sizable increases in health insurance, mandatory state retirement contributions and overall increased costs of running the Town and its renovated facilities. For the 12th consecutive year there is no planned increase in ad valorem taxes.

In Enterprise funds a substantial increase is planned, representing an increase of \$247,592 to reconcile a loss of revenue due to a convergence of impacts: COVID -19 adjustments, fewer water and sewer customers, conservation of water by large users, cost increases from Kerr Lake Regional Water System over the last five years, a major restructuring of water costs and a planned increase passed along by Warren County in the current year.

In a goal-setting workshop the Board identified top priorities for the Town: recruiting a grocery store, developing downtown apartment living, paving streets, implementing portions of the streetscape plan, free WIFI, addressing empty buildings and attracting an urgent care facility. The budget provides sufficient funds to maintain the current level of services while beginning to address goals and priorities set by the Board of Commissioners.

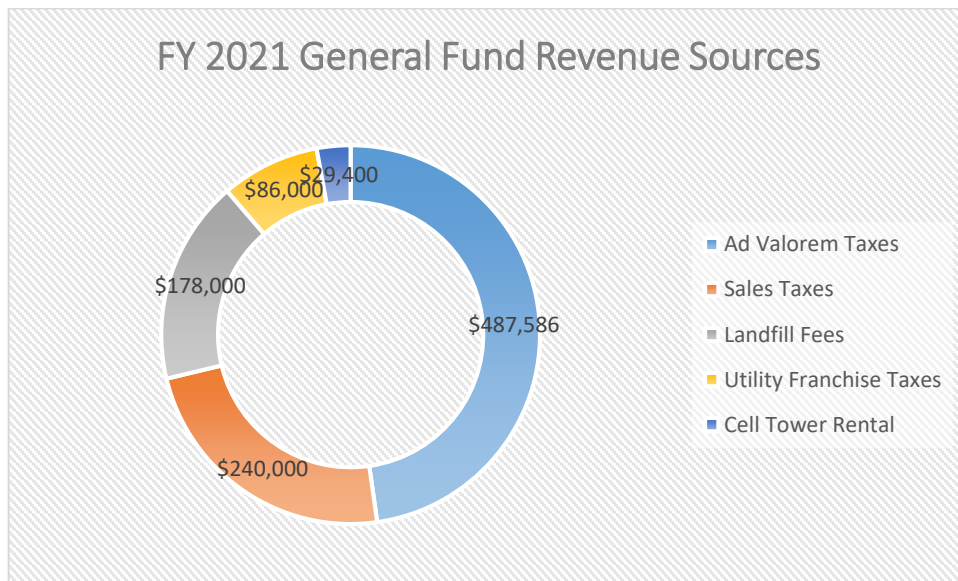


- The budget increases expenditures on health insurance by 7.2%. The Town has provided health census information to various competitive firms in an effort to reduce health premiums.
- The NC League of Municipalities’ Cost of Living Adjustment (COLA) survey for 2020 shows that 35% of municipalities with a population of less than 2500 have budgeted a Cost of Living Adjustment of between 1% and 3% for employees. Another 10% of municipalities the size of Warrenton are budgeting merit increases in their upcoming Fiscal Year. Warrenton’s FY 2020-21 budget includes a COLA wage increase of 2%. The Town also increased wages across the board by 5% in FY 2019-20. But a continually competitive job environment requires the Town to closely monitor salaries in order to retain its highly qualified employees. Increases are still needed to bring salaries above the minimums and into competitive, mid-range areas according to the Town’s 2014 Compensation and Classification study.
- The State Retirement System has mandated a 13% increase in matching contributions from municipalities rising from 9.7% to 10.9% for law enforcement and from 8.95% to 10.15% for other employees. In addition, the Town is obligated to pay 6.85% of total salaries towards the Town’s retirement liability. Fifteen years remain on the retirement liability obligation.
- Contributions to the Warrenton Rural Fire Department remain unchanged as the Town is in its second year of a 5-year agreement for fire protection services.
- The budget maintains the Town’s healthy financial condition with an Unrestricted Fund Balance of \$857,000 which is 88.08% of General Fund expenditures. This fund balance increased substantially in FY 2019 and is projected to increase slightly in the FY ending in 2020. One-time increases in sales tax reimbursements from the USDA grant projects on the revenue side and typical cost controls on the expense side of the ledger are the main contributors to any fund balance increase in FY 2020.

HIGHLIGHTS:

- *Once again, budget includes significant increases in contributions to health insurance, retirement.*
- *2% planned increase in salaries.*

- One unexpected benefit impacting the budget for years to come was a reduction in interest rates applied to the USDA funded Water/Sewer improvements and Town Hall Renovation. While awaiting approval on the final phase, the interest rate dropped significantly and the rate of 1.375% was applied to all outstanding, prior loans. The interest savings combined with the grant portion more than offset the ADA accessibility and street resurfacing additions, so that in effect those projects were obtained at no additional cost to the Town. In fact, the Town will experience an annual savings of \$2500 even after accounting for the additional ADA accessibility and resurfacing projects.



General Fund

Even with no increase in the tax rate, Town ad valorem revenues will increase in FY 2020-21 over the prior year due to increased real and personal property assessed values. Due to the potential impact from COVID-19 there are no projected revenue increases for sales tax revenues, which have been increasing in the past three years. Interest income will be down from the current year, a result in the drop in interest rates, while other revenues will remain overall constant.

Property tax revenue is the primary source of general fund revenues providing approximately 40% of total revenues and a total amount of \$487,000, based on the ad valorem rate of 65 cents per \$100. The good news is that property values have increased by \$4,300,000 over the prior year, generating \$27,950 in new taxable revenue. The Town's long term plan is continuing to pay dividends and we can congratulate ourselves on our efforts to raise property values and subsequent tax revenue in lieu of raising taxes. Total taxable property values are expected to increase in following fiscal years as more buildings and homes are renovated and the Town's overall business climate continues its path of growth. The property tax collection rate is 97.47% which is unimproved from 98.37% in the prior FY. Automobile taxes as administered by the State, are expected to rise slightly. Revenue collected for utility properties are expected to slightly decline. The figures below reflect annual tax bases and tax rates for the most recent nine years.

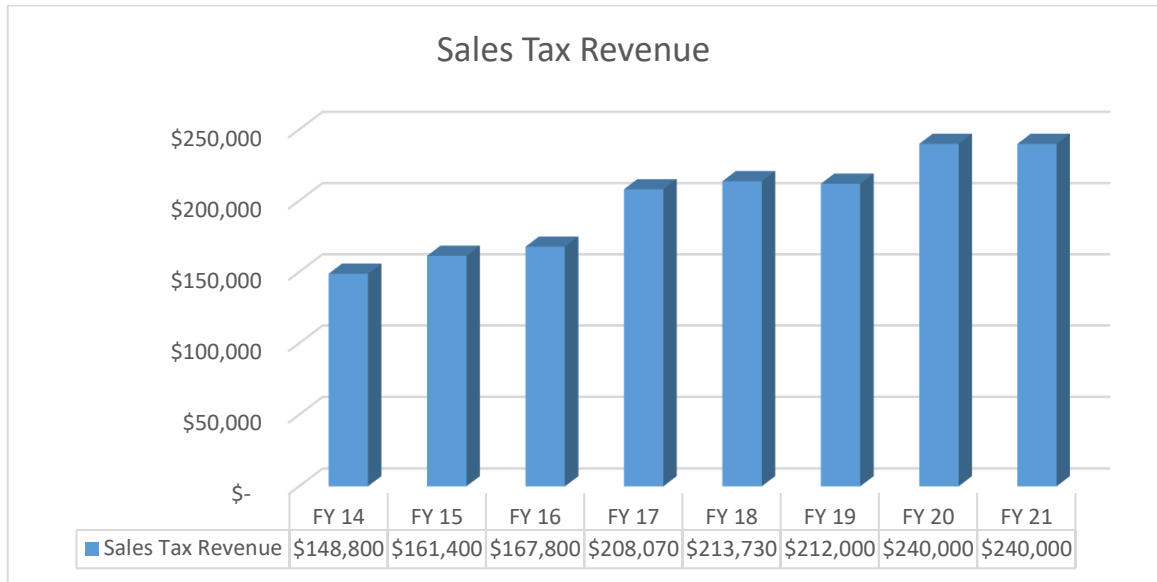
Budget Message 2020-21

Fiscal Year	Taxable Assessed Value	Tax Rate
FY 2013	\$74,469,147	0.61
FY 2014	\$73,471,472	0.61
FY 2015	\$73,332,883	0.61
FY 2016	\$74,218,966	0.61
FY 2017	\$74,606,021	0.61
FY 2018	\$70,931,094	0.65
FY 2019	\$72,011,978	0.65
FY 2020	\$72,417,087	0.65
FY 2021	\$76,732,079	0.65

Tax Calculations

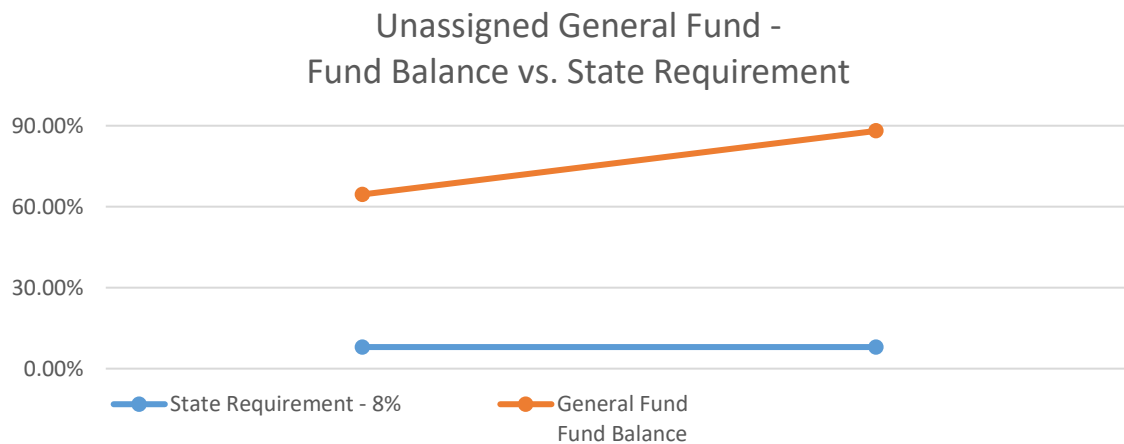
2020 - 2021	Assessed Value	Assessed Rate	Tax Rev Assessed	Collection Rate	Expected Revenue
Real & Personal Property	\$ 67,937,439	0.0065	\$441,593	97.47%	\$430,421
Vehicles	\$ 5,080,633	0.0065	\$33,024	100%	\$33,024
Utility Property	\$ 3,714,007	0.0065	\$24,141	100%	\$24,141
Total Revenue	\$ 76,732,079	0.0065	\$498,758		\$487,586

The second largest source of governmental fund revenue is sales tax. Given the COVID-19 special circumstances, it is difficult to predict sales tax revenues. Revenues from sales taxes could potentially rise given that residents are spending their dollars close to home or could decline just as easily. With this uncertainty in mind, the budget conservatively projects them to remain constant year over year. Increases in the prior fiscal years were due to an expansion and change in the way the state calculates the goods and services currently being taxed. The Town continues to receive sales tax proceeds from the State’s article 44 redistribution which began in FY 2017 and will receive approximately \$240,000 in FY 2020-21 from sales tax distributions.

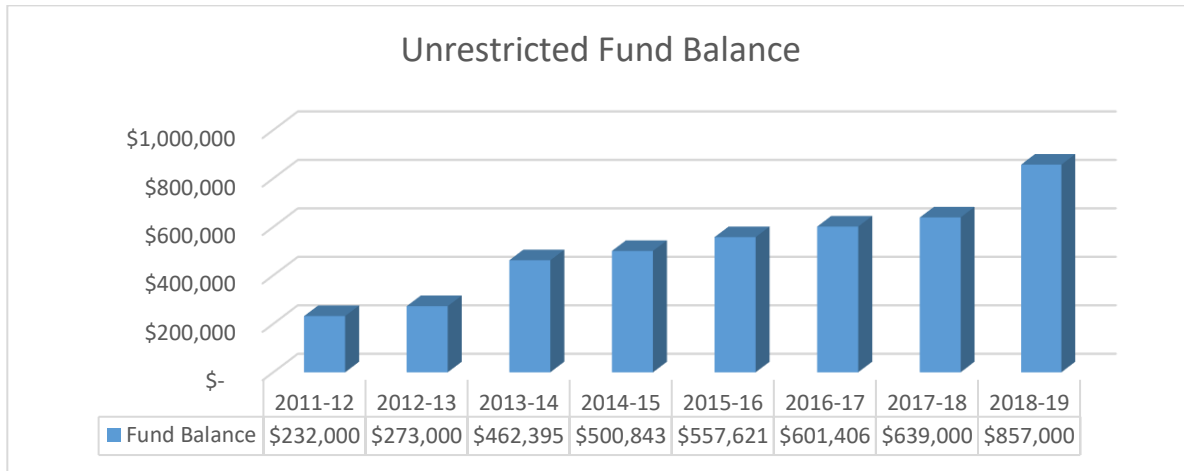


Other important sources of revenue generated at the state level are Utility Franchise Taxes and Motor Vehicle Taxes estimated at \$86,000 and \$33,000 respectively, however down 3% and up 10% respectively year over year. Important sources of revenue that are generated locally include landfill fees of \$178,000 and cell tower rental fees of \$29,400. Because it has been ten years since the last increase, the landfill fee is proposed to increase from \$26.50 to \$32.00 per household per month, generating an increase of \$30,000 in annual revenues to the General Fund. Minor sources of revenue will remain at a relatively constant level in FY 2020-21.

There is no appropriation of fund balance in the proposed budget while there is no proposed contribution either. However, staff typically control expenses and it is possible that, while not budgeted, Fund Balance may increase at the conclusion of the Fiscal Year. The Town Board may also decide to transfer the remaining balance of funds owed to the General Fund by the Waste Water Treatment Fund, which would further increase Fund Balance.



Based on the Town’s adopted policy for fund balance, the Local Government Commission requires the Town to maintain an average Unrestricted Fund Balance of 58.85% of General Fund expenditures. The current balance stands at \$857,000 or 88.08%. Major Town funding objectives such as underground utilities and additional paving of streets, will require appropriation of fund balance as they are implemented in future projects.



General Fund Expenses

The budget as a whole prioritizes the objectives of the Board of Commissioners to improve services while reducing expenses wherever possible. New expenses in the General Fund budget include building maintenance and service contracts. Approximately \$9000 is included in the budget for cleaning the public areas of the renovated Town Hall as well as generator and elevator maintenance contracts. The General Fund’s portion of the Town Hall loan and principal payment totals \$11,485 and is included in the 2020-21 budget. Electric bills are significantly higher.

There are no vehicle purchases planned in the coming fiscal year.

The largest areas of expenditures remain in the areas of: public safety, administration and streets and sanitation and personnel across all departments.

A part-time position continues in the budget for a second year at 18 hours per week instead of 24 hours per week for compliance activities. This position handles an ever increasing workload generated by the Historic District Commission, zoning and planning boards, and nuisance ordinances.

General Fund Expenses

“Health insurance increasing 7.2%.”

“Part-time compliance officer for zoning and historic district is continued for second year at reduced hours.”

The proposed budget includes funding to promote an officer to sergeant status in the police department. Two personnel, with a percentage of their salary assigned to Streets, Sanitation and Water/Sewer

departments, would receive a raise of one dollar per hour. Another employee of Water/Sewer will receive a raise of two dollars per hour. For all other employees there is a 2% pay increase appropriated in order to remain competitive with surrounding municipalities and with Warren County as it undergoes a salary study by HR Consultants, whom the Town used in 2014 for its salary study. At the recommendation of HR Consultants, Warren County plans to raise taxes by 2 cents in order to contribute \$750,000 annually towards salary increases for its employees.

The budget includes increases in health insurance of 7.2% over the prior year. Considered a “small pool” of insured, the Town cannot reap the same discounts as larger insured groups. Going forward the Town will continually work to control health insurance costs while maintaining a competitive benefits package for employees.

Budget Message 2020-21

The budget includes membership in the National Main Street program, NC Main Street and North Carolina Downtown Development Association for the second year. Regular memberships in Kerr-Tar COG and the UNC School of Government are budgeted.

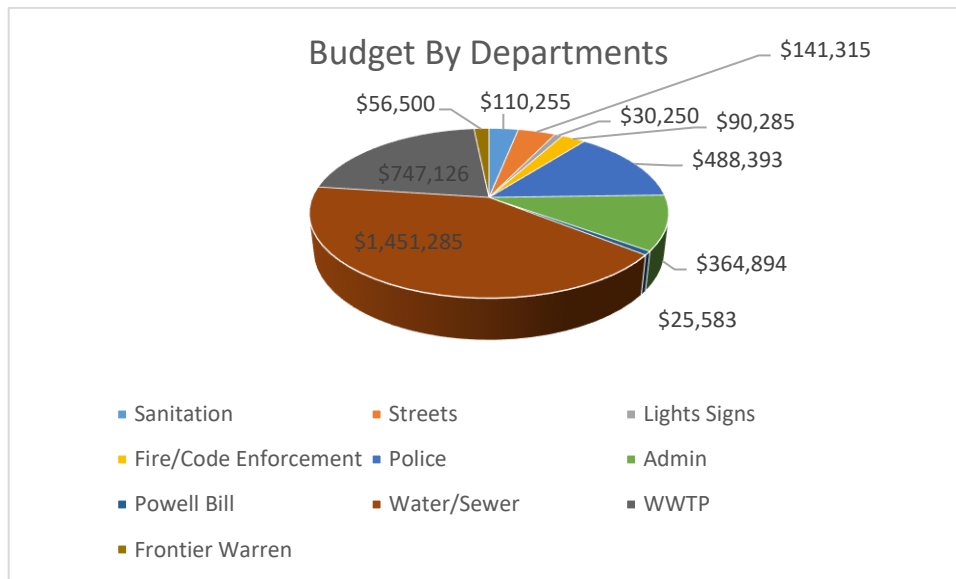
Street Department

Street Department activities include accommodating special requests by citizens as well as:

- Cross training of the Public Works personnel, a strategic asset to the Town
- Adding areas for regular cleanup, Hayley Haywood Park, Hall Street, Town cemetery, Plummer cemetery, utility strips, Cannon House area, dog waste stations
- Continuing to offer year-round debris pickup at reduced staff levels

Sanitation

Citizen feedback on trash pickup continues to be positive. The purchase of a trash truck remains a long-term priority. The Town has not yet been awarded or notified of its application to the State for grant funding to replace the current trash truck. It is recommended that the Landfill Fee be increased by \$5.50, from \$26.50 to \$32.00 per month. This fee has not increased since 2010 while costs in nearly every category have risen dramatically in the past ten years.



Police Department

The PD's budget reflects a projected increase of approximately \$35,000.00. There have been several increases that have affected the new budget, which includes building security, elevator servicing, cleaning, and loan payments for equipment and vehicles. The Town's health insurance and liability insurance increases are borne by the police department as well. The State Retirement system mandated a 13% increase for law enforcement personnel. Three lines for vehicle maintenance were increased by \$500.00 due to vehicle aging and increased repair expenses.

Budget Message 2020-21

The police department remains cautious with its spending as in prior budget years. Able to spread its equipment purchases over several years, the police department is able to purchase several items in the current fiscal year and upcoming fiscal year.

Other Noteworthy Items

- Funding for General Fund's portion of the auditor's expense has been increased from \$5858 to \$7584, due to a required audit of grant activities
- Budget lines have been streamlined to help reduce future audit time and costs

Unfunded Priorities

- Streetscape plan implementation along the Main and Macon corridors
- Placing utilities underground
- Replacement of a 20-year old garbage truck

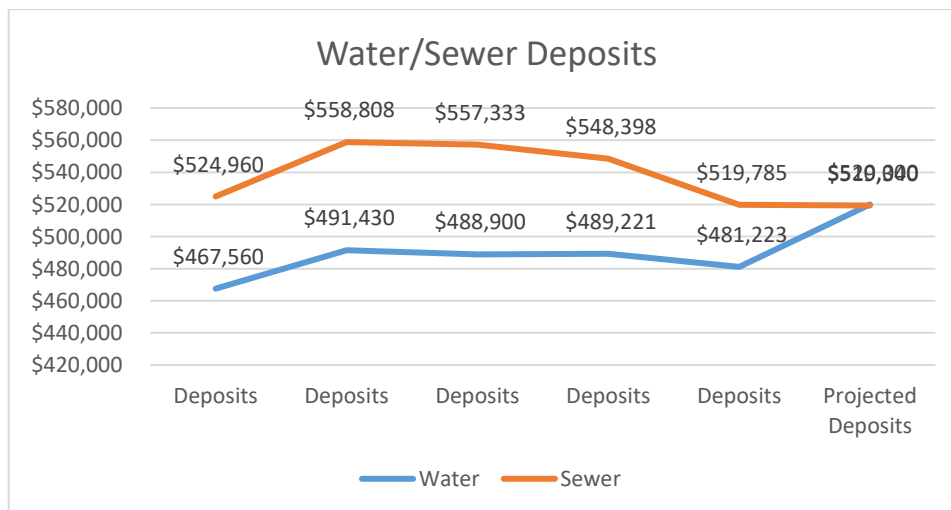
Enterprise Funds

Water Sewer Fund 38

Revenues from water and sewer collections have been declining in recent years. In fact, over the last two years revenues have dropped by \$100,000 or approximately 10%, while over the last five years the cost of water to the Town has increased over 22% (5% annual increases passed along by Kerr Lake Regional Water System). Several other factors contributed to a decline in revenues:

- The Total number of water/sewer customers has dropped from 944 to 912 over a two-year period, and from approximately 970 to 912 over a five-year period.
- Total usage has been declining for certain large water customers – Colonial Lodge has reduced their water consumption by two thirds after a renovation and installation of water-saving appliances, and Just Save has not used any water/sewer for over 18 months.

In the last fiscal year water and sewer expenses also increased. These unexpected expenditures were primarily due to the cost of several repairs to the water main supplying the entire Town with water. Fortunately the USDA grant project has replaced water main trouble spots and no recurrences are expected.



Budget Message 2020-21

While the Town is currently experiencing a 10% increase in water receivables over last year due to the replacement of water meters, it is insufficient to make up the difference in loss of revenue. Water receivables are on an annual run rate of \$520,000 for FY 2019-20 as compared to \$485,000 collected in total last year.

The Town is also experiencing an unplanned reduction in Water / Sewer revenues due to the Governor’s Executive Order and the Town’s adopted disconnection policy. This loss of revenue is approximated at \$20,000 in FY 2019-20 and is expected to continue into the 2020-21 FY at the rate of \$5000 per month. Given the loan application to the LGC associated with the WWTP Phase II Rehab and given the decline in revenues, the LGC is now requiring the Town to increase rates.

Finally, the KLRWS plans to restructure water rates and Warren County has informed the Town that it should expect an increase in water purchase costs in the 2020-21 FY of \$50,000. Those costs are factored into the FY 2020-21 budget.

The North Carolina Rural Water Association (NCRWA), at the Town’s request, has performed an analysis of water and sewer rates and provided a guide to determining the appropriate rate increases. One particular goal to keep in mind while considering rate increases is the threshold to qualify for 100% grant from the NC Department of Environmental Quality. By hitting the threshold, which is linked to the rate charged water customers, the Town is eligible for 100% grant on water infrastructure projects which would benefit users in Town and could save as much as \$1100 per household.

Based on analysis and recommendations from NCRWA, the budget increases water rates and sewer rates in the following manner:

IN-TOWN WATER	1000 Gallons	2000 Gallons	3000 Gallons	4000 Gallons	5000 Gallons
Current	\$ 18.07	\$ 22.73	\$ 27.39	\$ 32.05	\$ 36.71
Proposed	\$ 29.89	\$ 37.25	\$ 44.61	\$ 51.97	\$ 59.33
Difference	\$ 11.82	\$ 14.52	\$ 17.22	\$ 19.92	\$ 22.62

IN-TOWN SEWER	1000 Gallons	2000 Gallons	3000 Gallons	4000 Gallons	5000 Gallons
Current	\$ 18.29	\$ 27.30	\$ 36.31	\$ 45.32	\$ 54.33
Proposed	\$ 22.93	\$ 31.94	\$ 40.95	\$ 49.96	\$ 58.97
Difference	\$ 4.64	\$ 4.64	\$ 4.64	\$ 4.64	\$ 4.64

OUT OF TOWN WATER	1000 Gallons	2000 Gallons	3000 Gallons	4000 Gallons	5000 Gallons
Current	\$ 31.51	\$ 38.54	\$ 45.57	\$ 52.61	\$ 59.65
Proposed	\$ 49.79	\$ 60.90	\$ 72.01	\$ 83.12	\$ 94.23
Difference	\$ 18.28	\$ 22.36	\$ 26.44	\$ 30.51	\$ 34.58

OUT OF TOWN SEWER	1000 Gallons	2000 Gallons	3000 Gallons	4000 Gallons	5000 Gallons
Current	\$ 39.04	\$ 52.69	\$ 66.34	\$ 79.99	\$ 93.64
Proposed	\$ 51.74	\$ 65.39	\$ 79.04	\$ 92.69	\$ 106.34
Difference	\$ 12.70	\$ 12.70	\$ 12.70	\$ 12.70	\$ 12.70

Waste Water Treatment Fund 39

As mentioned earlier, the expenses of the WWTP are shared by the Town, Norlina and Warren County. In FY 2020-21 the Town's percentage of expenses is declining slightly, because the Town's use of services has declined as compared with its partners' usage, after rising slightly the year before. This small decrease is reflected in the budget of Funds 38 and 39.

Grant and additional no-interest, loan funding has been obtained by the Town from the NC Department of Environmental Quality to cover planned portions of Phase 2 of the Capital Improvement Plan for the waste water treatment plant. Expected to enter the construction phase soon, specific upgrades to the treatment plant which total over \$2,000,000 include: submersible mixers and controls, rotor and weir controls, bar screening, grit classifier, lime silo, oxidation ditch cleaning. The Town received approval by the boards of its treatment plant partners, Norlina and Warren County to obtain additional loan funding. The Town continues to receive positive inspections at the plant and has received a renewal of its license to operate the plant.

Special Revenue Funds

The Town must include a new Special Revenue Fund in its proposed budget for the Frontier Warren partnership with Research Triangle Foundation.

Fund 34

Fund 34 accounts for revenues and expenses associated with Frontier Warren. Revenues are received from a variety of sources: rent payments, donations and Town and County appropriations. Expenses are primarily utilities and rent. Donations may be used for capital improvements or capital purchases such as furniture, outdoor decking, lighting and event space.

Outstanding Loans

With payments for loans from both USDA and NC DEQ grant projects coming due in FY 2020-21, it is important to summarize the overall debt position of the Town. The Town's General Fund debt percentage will be less than 1% of the assessed value of property subject to taxation. By State Statute (NC GS 159-55) a municipality's General Fund debt shall not exceed eight percent (8%) of the assessed value of property. Warrenton's maximum debt load for the General Fund is approximately \$5,760,000 while current debt stands at \$53,811. In the eyes of the Local Government Commission the USDA loan for Town Hall is considered an Enterprise Loan, giving the Water Sewer Fund a total outstanding debt of \$4,045,273. However, General Fund will be offsetting a portion of the Water Sewer loan payment for Town Hall as General Fund will be benefitting from use of the office space at Town Hall.

Grants

The Town is very fortunate to have received full funding of its grant application of \$750,000 for low income housing rehabilitation. As a result of this grant award, three houses, outside the historic district, will be torn down and completely reconstructed. Six other houses will receive funding to make necessary repairs. The Town continues to seek grant funding wherever possible, to offset budget appropriations and is particularly hopeful for an award notice that would allow for the purchase of a new garbage truck.

Economic Development

Even with no budget or staff for economic development, the Town has been able to attract local businesses to the corporate limits using grants as incentives, including a recent veterinarian clinic. Economic development efforts have resulted in a partnership with Research Triangle Foundation, the first of its kind in the Foundation's sixty year history, and the potential for two large housing projects, a senior living center and an apartment development comprised of sixty units each. Large development projects such as these also benefit Funds 38 and 39 bringing in significant increases in usage and subsequent revenues to budgets that are suffering from declining usage and declining revenues.

Conclusion

Pleased to present my seventh proposed budget as Town Administrator, I believe this budget reflects the priorities of the Board of Commissioners and citizens of Warrenton. While total expenditures and revenues are increased by \$71,000 in General Fund and \$247,592 in the Water Sewer Fund over the current budget, they are the result of a commitment by staff to reduce expenditures and suggest creative ways to offset increased costs. Attracting appropriate businesses and developing strategic partnerships for Warrenton remains a top priority to solving long-term revenue growth, especially for our Water/Sewer Fund. These efforts are beginning to show demonstrable results with regard to Research Triangle Foundation and proposed senior living and low-income residential developments. I believe that Warrenton is poised to leverage its efforts in economic development along with its grant-funded projects to achieve the long-term goals of citizens. I appreciate the assistance and extensive experience of department heads and staff in establishing this proposed budget. Without their budgetary and operations knowledge it would not have been possible.

Respectfully submitted,

Robert Davie -- Town Administrator and Budget Officer

WATER/SEWER DEPARTMENT RATES

Water Rates (monthly)

In-town availability rate	\$22.53
In-town use rate per 1000 gallons	\$7.36
Out-of-town availability rate	\$38.68
Out-of-town use rate per 1000 gallons	\$11.11

Large volume water users, rate above 100,000 per month

In-town	\$5.36
Out-of-town	\$5.93

Sewer Rates (monthly)

In-town availability rate	\$13.92
In-town use rate per 1000 gallons	\$9.01
Out-of-town availability rate	\$38.09
Out-of-town use rate per 1000 gallons	\$13.65

WATER/SEWER DEPARTMENT RATES

C1: Occupancy fee for water (3 occupants)	\$ 30.00
C2: Occupancy fee for water (2 occupants)	\$20.00
C3: Occupancy fee for water (8 units – apartment bldg.)	\$120.00
C4: Occupancy fee for water (1 occupant)	\$10.00
C5: Occupancy fee for water (36 units – apartment bldg.)	\$720.00
C6: Occupancy fee for water (32 units – apartment bldg.)	\$640.00
C7: 2" Waterline to boiler that also supplies office toilets	\$40.00
C8: Water & sewer availability to small office behind house (consumption measured by house meter)	\$22.40
LF2: Garbage pickup twice weekly	\$100.00

New account deposit: \$150.00 in town, \$200 out of town

No new deposit fee will be charged for customers who wish to open additional accounts if they have an existing account that has been maintained in good standing for at least a year. All customers will have at least one account secured by a deposit.

Activation fee: \$25 non-refundable, with opening of new account

Tamper fee: \$150.00 plus the cost of any necessary repairs

Disconnect/reconnect fee:

This is a processing fee for reconnection and resumption of service when discontinued by Town due to nonpayment of water charges, or when split service does not allow service to be turned off. This fee is in addition to late payment fees and/or bad check fees.

This fee is also charged when service is disconnected or reconnected at the request of the account holder. An exception is made for irrigation systems because they are a secondary account for a regular account. They are charged only when active; there will be no charge to turn irrigation systems on or off seasonally once a year:

During business hours	\$30.00
Any other time	\$50.00
No fault meter test (during business hours only)	\$30.00
Penalty for stealing water (plus court costs)	\$500.00
Bad check fee	\$25.00
Late payment fee	\$25.00

WATER/SEWER DEPARTMENT TAP FEES

Water Taps:

¾ " water tap	\$1300
1" water tap	\$1525
1" water tap w/2-3/4" branch metered services	\$1850
2" water tap-- requires outside contractor, cost TBD by the job +10%	

Sewer Taps:

4" sewer tap	\$1350
Greater than 4" sewer or where main is deeper than 4 feet—requires outside contractor, cost TBD by the job +10%	
2" sewer force main—requires outside contractor, cost TBD by the job +10%	

The water tap charge includes parts and installation of the tap itself, the connection line from the main to the water meter and the meter at the edge of the road or sidewalk. The sewer tap includes parts and installation of the tap itself, the connection line from sewer main to the cleanout at the edge of the road or sidewalk and the cleanout itself. The customer will be responsible for the other costs of installing service. This includes the cost of outside contractors when necessary and the cost of all utility locating, bores, street, gutter and sidewalk repairs. These costs can vary greatly depending on the location and depth of the water or sewer main. A cost estimate will be presented at the time. Connection will not be allowed until county building permits have been approved. Payment must be made in advance. All new sewer taps will include a clean out. Town responsibility for maintaining sewer service will be from the sewer main to the edge of the road or cleanout installed at edge of road or sidewalk. Property owners are responsible for installing cleanouts in existing lines. Town is not responsible for sewer service lines without this cleanout and residents will have to consult with a plumber to determine the location of the problem. The Town is responsible for water service to the water meter outlet only.

Individual pump stations are required to connect to force mains and to serve customers below grade of gravity mains. The rated power of the pump will be determined by the location. Property owner may contract with outside contractor for the pump station or have Town install as part of the overall project. Property owner will have own plumber make final connection after all approvals.

The Town will not connect unless the following requirements have been met:

- Force Main Connection - The pump must be capable of supplying at least 20 lbs. more pressure than the force main. Gravity Main Connection – Minimum of 60 feet Total Dynamic Head
- Must be a grinder pump
- Must have 1000 gallon reserve capacity
- Must have approved check valve
- Must have isolation valve
- County building permit has been signed / Town has approved. Vacant Buildings

When a building has been vacant for a year or more the cost of restoring service will be as if for a new building as described in the previous section, with the property owner assuming all costs.

BUDGET MESSAGE – FY 2019-2020

Split Meters

Split meters (two separate dwelling units served by one water meter) are not permitted by Ordinance or good practice but there remain a number of examples in service. The Town will not allow future split meter applications unless there is no other solution and will work to eliminate those existing.

POLICE DEPARTMENT FEES

Junk car removal fee: No Charge

Police reports \$5

Violations and civil penalties:

Noise Ordinance \$50

Fire lane, public or private \$50

Fire hydrant \$50

Blocking driveway, public or private \$20

No parking zone \$20

Parking left side to curb \$20

Parking on sidewalk \$20

Double parking \$15

Parking too close to corner \$15

2 hour parking limit \$15

2 hour parking limit – second violation \$50

STREET AND SANITATION SPECIAL SERVICES FEES

Landfill Fee: \$32.00

Special services available only when personnel and equipment are available.

Special debris or garbage pick-up fee \$75 plus \$25 per hour per man

A special pickup is defined as:

- Any pickup in addition to the once-a-week pickup covered in the town landfill fee is considered a special pickup.
- More than four trash cans or 100 pounds for the once-a-week scheduled pickup.
- Excessive yard debris that requires more than one truck load per week.
- Twice-weekly garbage pickup is \$100 added to a regular \$32.00 landfill fee.

Special projects requiring specialized equipment such as unusual volume of leaves to pick up: \$25 per hour per man assigned plus \$75 per hour.

Street sweeper, leaf vacuum, backhoe \$75 per hour plus
\$25 per hour per man

Misc. labor fee \$25 per hour per man

Note on Garbage Collection:

The Town of Warrenton collects household garbage once weekly. Garbage must be bagged; loose garbage in cans will not be collected. The maximum amount that will be collected is four standard garbage cans; more than that is considered commercial. Cans must be placed near the side or rear of the house not in the front yard or at the curb. Cans should be covered and not allowed to collect water as cans with water will not be collected and will breed mosquitoes. Dogs must be housed, penned or tied or garbage will not be collected.

Sanitation workers will pick up normal household garbage. They will not pick up animal litter or waste, furniture, carpet/flooring material, insulation, construction debris, old wood, used oil and oil filters, antifreeze, white goods, tires, lead acid batteries or any clearly hazardous materials.

Note on Loose Leaf Pickup:

All debris pickup is performed year round. Leaves, trimmings and sticks must be separated into separated piles for pickup.

WASTE WATER TREATMENT PLANT FEES

Sludge hauled from any source	0–1,500 Gallons	\$65.00
	1,501 – 2,000 Gallons	\$80.00
	2,001 – 3,000 Gallons	\$105.00

WARRENTON CEMETERY FEES

Rates and Charges

	<u>In Town</u>	<u>Out of Town</u>
Burial plot	\$400	\$500
Permit for burial	\$100	\$200
Digging of grave (contract cost plus)	\$200	\$300
Penalty for not acquiring permit (all fees plus)	\$200	\$200

* Proof of residency must be provided at the time of permit request.

* Individual graves for pets are not allowed

ZONING AND PERMIT FEES

Zoning Permit	\$25
Special Use Permit	\$200

COPY AND RESEARCH FEES

Per page fee for copies \$.25

If the request is such as to require extensive use of information technology resources or extensive clerical or supervisory assistance by personnel of the Town, or if producing the record in the medium requested results in a greater use of information technology resources than that established by the Town for reproduction of the volume of information requested, then the Town may charge, in addition to the actual cost of duplication, a special service charge, which shall be reasonable and shall be based on the actual cost incurred for such extensive use of information technology resources or the labor costs of the personnel providing the services, or for a greater use of information technology resources that is actually incurred by the Town or attributable to the Town.

FIRE INSPECTION FEES

Commercial / Business	
Up to 5000 sq. ft.	\$50
5001 to 10000 sq. ft.	\$75
Over 10000 sq. ft.	\$100
Mixed Occupancy	
Occupant	\$25
Common Area	\$25
Accessory Buildings	\$40
Mandated Inspections	
Rest Homes	\$100
Day Cares	\$50
Family Care Homes	\$50
Foster Care Homes	\$25
Schools	\$100
Churches	\$50
Fireworks Display	\$25
Tents	\$20
Flammable Storage Tanks	\$40
Hazardous Explosive	\$50
Re-inspections	
First re-inspection	No charge
Second re-inspection	\$25
Three or more re-inspections	\$50/each

NUISANCE FEES

Towing Charges Saturday and Sunday	\$175
Towing Charges Monday through Friday	\$125
Engaging Wrecker without Tow	\$65
Towing of large vehicles	\$400
Tow Truck Waiting fee per hour/each extra hour	\$65
Use of Dolly during Towing	\$75
Storage Charges per Day	\$40
Administrative Towing Fee	\$50

HISTORIC DISTRICT COMMISSION FEES

Minor COA Application fee	Waived
Major COA Application fee	Waived
Penalty Fee	\$100

SPECIAL APPROVALS

The Board of Commissioners hereby grants and approves that:

The Town Administrator may use his best judgment to make any water and/or sewer billing adjustments as he deems appropriate up to a maximum of \$200. Adjustments over \$200 are to be approved by the Board of Commissioners.

Any adjustments to Ad Valorem Taxes must be approved by the Board of Commissioners.

The Town Administrator may use his best judgment to make any adjustments to the burial fee and payment thereof as he deems appropriate.

The Town Administrator may use his best judgment to negotiate the removal of junk cars that have been ordered removed by the Board of Commissioners as he deems appropriate.

The Town Administrator may use his best judgment to transfer budget line items within departments as long as the total department budget is not exceeded. The Board of Commissioners must approve expenses that would cause the department budget to be exceeded.

The Town Administrator may use his best judgment to renegotiate with and/or change providers of contract services to the Town when it is in the financial best interest of the Town.

ANNUAL OPERATING BUDGET ORDINANCE

Be it ordained by the Board of Commissioners of the Town of Warrenton, North Carolina, that the following anticipated fund revenues and departmental expenditures, together with certain schedules of fees and charges, and with certain restrictions and authorizations, are hereby appropriated and approved for the operation of the Town Government and its activities for the Fiscal Year beginning July 1, 2020 and ending June 30, 2021.

Section 1

Frontier Warren Fund 34	
Revenues	\$ 56,500
Expenses	\$ 56,500

General Fund 37	
Sanitation	\$ 110,255
Streets	\$ 141,315
Lights Signs	\$ 30,250
Fire/Code Enforcement	\$ 90,285
Police	\$ 488,393
Admin	\$ 364,894
Powell Bill	\$ 25,583
<hr/>	
Total Revenues	\$ 1,250,975
Total Expenses	\$ 1,250,975

W/S Fund 38	
Revenues	\$ 1,451,285
Expenses	\$ 1,451,285
WWTP Fund 39	
Revenues	\$ 747,126
Expenses	\$ 747,126

Section 2: Levy of Taxes

An ad valorem tax rate of \$.65 per one hundred (\$100) valuation of taxable property, as assessed by the Warren County Tax Administrator according to the latest valuation of 2016 is hereby levied and established as the official tax rate for the Town of Warrenton for the fiscal year 2020-2021. The rate is based upon a total projected valuation of \$76,732,079 and an estimated combined collection rate of 99.16%.

Section 3: Fees and Charges

There is hereby established, for Fiscal Year 2020-2021, various fees, charges and authorizations as contained in this document.

Section 4: Budget Amendments

The North Carolina Local Government Budget and Fiscal Control Act allows the Board of Commissioners to amend the budget ordinance any time during the fiscal year, so long as it complies with the North Carolina General Statutes. The Board must approve all budget amendments.

Section 5: Utilization of Budget Ordinance

This ordinance shall be the basis of the financial plan for the Town of Warrenton for the Fiscal Year 2020-2021. The Budget Officer shall administer the Annual Operating Budget and shall insure that operating officials are provided guidance and sufficient details to implement their appropriate portion of the budget.

Motion to approve: Commissioner

Second to the motion: Commissioner

Affirmative:

Negative:

Absent: None

Adopted this 8th day of June, 2020

Walter M. Gardner, Jr., Mayor

Robert Davie, Town Administrator

LOAN PAYMENTS												
	Outstanding Loans	Original	Loan	Loan	Fiscal	Fiscal	Fiscal	Fiscal	Fiscal	Fiscal	Due	Last
		Principal	Total	Balance	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	Date	Payment
Loans	Fund 37											
Fist Citizens	Town Hall Roof split	150,000	170,013	34,002	11,334	11,334	11,334	11,334	11,334	11,333	26-Sep	2023
USDA 2019	Two PD Cars	33,800	39,788	34,104			5,426	5,426	5,426	5,426	1-Jun	2026
USDA 2017	Two Police Cars 200&400	29,500	33,460	23,900	4,780	4,780	4,780	4,780	4,780	4,780	Sep	2024
USDA 2016	Police Cameras	8,500	9,327	5,332	1,333	1,333	1,333	1,333	1,333	1,333	12-Dec	2023
LGFCU 2016	Multipurpose Truck		54,372	13,593	13,593	13,593	13,593				Sep	2020
BB&T	Battle Ave sewer rehab P	143,000	82,115	11,364	5,862	5,860	5,860	5,860			12-Apr	2022
USDA	TH LOAN	913,943	1,321,622	1,321,622			11,485	11,485	11,485	11,485	1-Jun	2060
					36,902	36,900	53,811	40,218	34,358	34,357		
	Fund 38				20018-19	2019-20	2020-21	2021-22	2022-23	2023-24	Due	Last
Warren County	Phase I - WWTP Rehab	842,428	1,061,937	338,000	26,808	24,989	25,760	25,065	26,239	26,239	June	2033
NCDEQ	Sewer rehab 2013	275,000	331,168	234,000	17,875	17,600	17,325	17,050	16,775	16,500	1-May	2033
BB&T	Battle Ave sewer rehab W	143,000	97,568	6,973	6,973	6,973	6,975	6,975			12-Apr	2022
USDA	2 PW Trucks	36,000	40,838	5,834	5,834	5,834	5,834	5,834	5,834	5,834	24-Oct	2024
First Citizens	Town Hall Roof split			17001	5,667	5,667	5,667	5,667	5,667	5,667	26-Sep	2023
	Phase 2 - WWTP Rehab											
	NC DEQ - Battle Ave							5750	5750	5750	1-May	2040
	NC DEQ - Bute Unity							9227	9227	9227	1-May	2040
USDA	WS LOAN	1,701,057	2,459,843	2,459,843			82300	82300	82300	82300	1-Jun	2060
		4,126,228	5,702,051	4,505,568	63,157	61,063	143,861	157,868	151,792	151,517		

GL Account	GLAcct Desc	Type	P/Y Budget	P/Y Actual	Current Bgt	Current Act	Recommended	Approved
Fund: 34								
Type: R								
34-352-363	Donations	R	\$0.00	\$0.00	\$12,000.00	\$0.00	\$34,500.00	\$0.00
34-351-422	Rent Paid to Town Frontier Warren	R	\$0.00	\$0.00	\$4,500.00	\$7,340.00	\$22,000.00	\$0.00
			\$0.00	\$0.00	\$16,500.00	\$7,340.00	\$56,500.00	\$0.00
Type: E								
34-405-422	Rent Paid by Town	E	\$0.00	\$0.00	\$4,500.00	\$4,000.00	\$36,000.00	\$0.00
34-405-332	Signs below \$5,000	E	\$0.00	\$0.00	\$2,000.00	\$0.00	\$500.00	\$0.00
34-405-255	Bldg Maint/Clean Svcs	E	\$0.00	\$0.00	\$4,000.00	\$3,737.30	\$10,000.00	\$0.00
34-405-251	Telephone/Internet	E	\$0.00	\$0.00	\$1,000.00	\$464.42	\$3,000.00	\$0.00
34-405-250	Lights/Heat/Security	E	\$0.00	\$0.00	\$3,000.00	\$340.37	\$5,000.00	\$0.00
34-405-203	Supplies	E	\$0.00	\$0.00	\$2,000.00	\$122.24	\$2,000.00	\$0.00
			\$0.00	\$0.00	\$16,500.00	\$8,664.33	\$56,500.00	\$0.00
			\$0.00	\$0.00	\$33,000.00	\$16,004.33	\$113,000.00	\$0.00
Fund: 37								
Type: R								
37-395-396	Apropriated Fund Balance (Budget Only)	R	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
37-395-395	Powell Bill Apropriated Fund Balance (Budaet Only)	R	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
37-381-039	Transfer In from WWTP	R	\$0.00	\$0.00	\$0.00	\$0.00	\$32,497.00	\$0.00
37-365-601	Fire Museum Donations and Revenues	R	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
37-365-501	Misc Revenue POLICE	R	\$0.00	\$0.00	\$500.00	\$0.00	\$0.00	\$0.00
37-365-410	Interest Investment NCCMT	R	\$0.00	\$0.00	\$11,950.00	\$6,563.19	\$6,000.00	\$0.00
37-365-401	Mis/Revenue/License Tags	R	\$0.00	\$0.00	\$350.00	\$0.00	\$0.00	\$0.00
37-365-375	Police Miscellaneous	R	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
37-365-373	Insurance Proceeds - Police	R	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
37-365-372	WS Reimburse Streets for mowing	R	\$0.00	\$0.00	\$16,000.00	\$0.00	\$0.00	\$0.00
37-365-371	WS 25% of GF Exp	R	\$0.00	\$0.00	\$80,855.00	\$67,652.44	\$93,167.00	\$0.00
37-365-370	WWTP 25% of GF Exp	R	\$0.00	\$0.00	\$41,694.00	\$40,592.42	\$42,674.00	\$0.00

GL Account	GLAcct Desc	Type	P/Y Budget	P/Y Actual	Current Bgt	Current Act	Recommended	Approved
37-365-369	Mis Rev/License Tags	R	\$0.00	(\$9,047.61)	\$0.00	\$105.00	\$0.00	\$0.00
37-365-366	Surplus Property	R	\$0.00	\$0.00	\$4,000.00	\$1,550.00	\$0.00	\$0.00
37-365-359	Mower Service	R	\$0.00	\$0.00	\$500.00	\$0.00	\$0.00	\$0.00
37-365-358	Branded Merchandise for Sales	R	\$0.00	\$0.00	\$500.00	\$64.00	\$500.00	\$0.00
37-365-351	Revitalization Comm	R	\$0.00	\$0.00	\$9,500.00	\$4,780.00	\$9,500.00	\$0.00
37-365-001	Interest Income	R	\$0.00	\$0.00	\$50.00	\$48.35	\$50.00	\$0.00
37-351-401	Debt Setoff Landfill	R	\$0.00	\$0.00	\$0.00	\$180.35	\$0.00	\$0.00
37-351-361	Parking/Ordinance Collections PD	R	\$0.00	\$0.00	\$250.00	\$440.00	\$300.00	\$0.00
37-351-360	Cell Tower Rent	R	\$0.00	\$0.00	\$29,400.00	\$24,610.65	\$29,400.00	\$0.00
37-351-357	Court Fees	R	\$0.00	\$0.00	\$300.00	\$400.50	\$300.00	\$0.00
37-351-356	Police Rpt Fees	R	\$0.00	\$0.00	\$50.00	\$55.00	\$50.00	\$0.00
37-351-355	Cemetery Fees	R	\$0.00	\$0.00	\$1,800.00	\$0.00	\$1,800.00	\$0.00
37-351-353	Landfill Fees Residential	R	\$0.00	\$1,215.47	\$150,000.00	\$137,472.99	\$178,176.00	\$0.00
37-351-350	Run Warrenton 5K	R	\$0.00	\$0.00	\$1,000.00	\$91.00	\$0.00	\$0.00
37-345-346	Code Enforcement	R	\$0.00	\$0.00	\$2,500.00	\$2,890.00	\$2,750.00	\$0.00
37-345-345	Zone Board of Adj	R	\$0.00	\$0.00	\$500.00	\$1,300.00	\$1,000.00	\$0.00
37-335-335	Powell Bill	R	\$0.00	\$0.00	\$25,965.00	\$25,582.64	\$25,583.00	\$0.00
37-325-329	PD Narcotics Tax	R	\$0.00	\$0.00	\$142.00	\$0.00	\$142.00	\$0.00
37-325-328	Refund of Gas Tax paid monthly	R	\$0.00	\$0.00	\$1,000.00	\$1,408.09	\$1,000.00	\$0.00
37-325-326	Beer & Wine Tax Annual	R	\$0.00	\$0.00	\$3,600.00	\$3,539.77	\$3,600.00	\$0.00
37-325-325	Utility Franchise Tax Quarterly	R	\$0.00	\$0.00	\$86,000.00	\$64,574.42	\$86,000.00	\$0.00
37-320-320	Local Option Sales Tax	R	\$0.00	\$40,364.79	\$220,000.00	\$216,590.55	\$240,000.00	\$0.00
37-307-310	Motor Vehicles - Current	R	\$0.00	\$3,137.13	\$28,302.00	\$28,415.15	\$33,024.00	\$0.00
37-302-304	Ad Valorem Taxes - Penalties & Interest	R	\$0.00	\$19.35	\$1,300.00	\$1,876.80	\$1,900.00	\$0.00
37-302-303	Ad Valorem Taxes - all other prior years	R	\$0.00	(\$25,927.48)	\$1,000.00	\$2,098.26	\$2,000.00	\$0.00
37-302-302	Ad Valorem Taxes - Prior Year	R	\$0.00	\$0.00	\$3,000.00	\$4,929.35	\$5,000.00	\$0.00
37-302-301	Ad Valorem Taxes - Current	R	\$0.00	\$0.00	\$436,022.00	\$422,124.94	\$454,562.00	\$0.00

GL Account	GLAcct Desc	Type	P/Y Budget	P/Y Actual	Current Bgt	Current Act	Recommended	Approved
			\$0.00	\$9,761.65	\$1,158,030.00	\$1,059,935.86	\$1,250,975.00	\$0.00
Type: E								
37-801-400	Liability Insurance	E	\$0.00	\$0.00	\$2,553.00	\$2,379.43	\$2,844.00	\$0.00
37-801-352	Vehicle Maintenance	E	\$0.00	\$0.00	\$5,858.00	\$5,857.01	\$5,958.00	\$0.00
37-801-350	Landfull Fees	E	\$0.00	\$0.00	\$17,596.00	\$14,641.51	\$17,500.00	\$0.00
37-801-252	Fuel	E	\$0.00	\$0.00	\$2,787.00	\$2,087.30	\$3,000.00	\$0.00
37-801-251	Telephone & Postage	E	\$0.00	\$0.00	\$350.00	\$333.69	\$504.00	\$0.00
37-801-204	Uniforms	E	\$0.00	\$0.00	\$2,690.00	\$1,658.93	\$1,944.00	\$0.00
37-801-203	Supplies	E	\$0.00	\$0.00	\$559.00	\$557.59	\$750.00	\$0.00
37-801-060	Workman's Compensation	E	\$0.00	\$0.00	\$3,388.00	\$3,387.74	\$3,388.00	\$0.00
37-801-050	ER - Life Insurance	E	\$0.00	\$0.00	\$227.00	\$226.80	\$227.00	\$0.00
37-801-040	ER - Health Insurance	E	\$0.00	\$0.00	\$10,018.00	\$9,117.28	\$9,999.00	\$0.00
37-801-030	ER - Retirement - Orbit Sanitation	E	\$0.00	\$0.00	\$7,593.00	\$6,439.51	\$8,853.00	\$0.00
37-801-020	ER - FICA Sanitation	E	\$0.00	\$0.00	\$3,676.00	\$3,032.65	\$3,984.00	\$0.00
37-801-019	Salary - Over Time Sanitation	E	\$0.00	\$0.00	\$608.00	\$607.75	\$608.00	\$0.00
37-801-014	Salary - Part Time Sanitation	E	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
37-801-010	Salary - Full Time Sanitation	E	\$0.00	(\$809.35)	\$46,758.00	\$40,403.30	\$50,696.00	\$0.00
37-710-830	BB&T Battle Ave Sewer Loan POWELL - Int	E	\$0.00	\$0.00	\$646.00	\$646.00	\$646.00	\$0.00
37-710-810	BB&T Battle Ave Sewer Loan POWELL - Prin	E	\$0.00	\$0.00	\$5,215.00	\$5,214.28	\$5,215.00	\$0.00
37-710-405	Audit Expense POWELL BILL	E	\$0.00	\$0.00	\$100.00	\$0.00	\$100.00	\$0.00
37-710-361	Maint & Repair POWELL BILL	E	\$0.00	\$0.00	\$20,004.00	\$5,627.00	\$19,622.00	\$0.00
37-701-998	Contingency	E	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
37-701-895	Mowing	E	\$0.00	\$0.00	(\$4,500.00)	(\$13,500.00)	(\$16,000.00)	\$0.00
37-701-832	LGFCU Street Truck & Trailer Loan Interest	E	\$0.00	\$0.00	\$594.00	\$593.24	\$299.00	\$0.00
37-701-803	LGFCU Street Truck & Trailer Loan Principal	E	\$0.00	\$0.00	\$13,000.00	\$12,999.98	\$13,294.00	\$0.00
37-701-498	Capital Outlay below \$5,000	E	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
37-701-431	Street Debris Disposal	E	\$0.00	\$0.00	\$5,500.00	\$3,208.75	\$2,500.00	\$0.00

GL Account	GLAcct Desc	Type	P/Y Budget	P/Y Actual	Current Bgt	Current Act	Recommended	Approved
37-701-400	Liability Insurance	E	\$0.00	\$0.00	\$7,112.00	\$5,219.57	\$6,589.00	\$0.00
37-701-352	Vehicle Maintenance	E	\$0.00	\$0.00	\$2,528.00	\$1,885.64	\$2,528.00	\$0.00
37-701-351	Maint & Repair Equip	E	\$0.00	\$0.00	\$10,139.00	\$10,054.79	\$10,113.00	\$0.00
37-701-312	Tree Removal	E	\$0.00	\$0.00	\$1,200.00	\$1,200.00	\$1,200.00	\$0.00
37-701-252	Fuel	E	\$0.00	\$0.00	\$8,297.00	\$6,458.08	\$8,000.00	\$0.00
37-701-251	Telephone & Postage	E	\$0.00	\$0.00	\$540.00	\$503.49	\$864.00	\$0.00
37-701-204	Uniforms	E	\$0.00	\$0.00	\$3,450.00	\$3,075.82	\$3,624.00	\$0.00
37-701-203	Supplies	E	\$0.00	\$0.00	\$3,619.00	\$3,237.82	\$3,619.00	\$0.00
37-701-060	ER-Workman's Comp	E	\$0.00	\$0.00	\$4,801.00	\$4,800.63	\$4,801.00	\$0.00
37-701-050	ER-Life Insurance	E	\$0.00	\$0.00	\$269.00	\$263.76	\$269.00	\$0.00
37-701-040	ER-Health Insurance	E	\$0.00	\$0.00	\$11,534.00	\$10,579.35	\$11,800.00	\$0.00
37-701-030	ER - Retirement - Orbit	E	\$0.00	\$0.00	\$10,868.00	\$9,219.44	\$11,976.00	\$0.00
37-701-020	ER-FICA Taxes	E	\$0.00	\$0.00	\$5,262.00	\$4,496.98	\$5,389.00	\$0.00
37-701-019	Over-Time	E	\$0.00	\$0.00	\$1,714.00	\$268.22	\$1,748.00	\$0.00
37-701-014	Salary - Part Time	E	\$0.00	\$0.00	\$15,679.00	\$13,274.49	\$15,993.00	\$0.00
37-701-010	Salary - Full Time	E	\$0.00	\$0.00	\$50,103.00	\$45,427.43	\$52,709.00	\$0.00
37-651-335	Street Lighting Electric Bill	E	\$0.00	\$0.00	\$23,000.00	\$19,793.26	\$23,000.00	\$0.00
37-651-333	Street Beautification - Below \$5,000	E	\$0.00	\$0.00	\$2,857.00	\$2,856.50	\$2,500.00	\$0.00
37-651-332	Signs below \$5,000	E	\$0.00	\$0.00	\$3,240.00	\$3,148.81	\$2,500.00	\$0.00
37-651-331	Haley Haywood Park	E	\$0.00	\$0.00	\$553.00	\$77.97	\$1,650.00	\$0.00
37-651-330	Christmas Lights/Santa House	E	\$0.00	\$0.00	\$600.00	\$600.00	\$600.00	\$0.00
37-601-710	Fire Museum Expense	E	\$0.00	\$0.00	\$0.00	\$0.00	\$15,000.00	\$0.00
37-601-476	Code Enforcement Exp	E	\$0.00	\$0.00	\$0.00	\$0.00	\$150.00	\$0.00
37-601-475	Donation to Town Fire	E	\$0.00	\$0.00	\$1,504.00	\$1,503.75	\$1,000.00	\$0.00
37-601-437	Contract Srvs Fire Protection	E	\$0.00	\$0.00	\$70,000.00	\$69,999.96	\$70,000.00	\$0.00
37-601-352	Vehicle Maintenance	E	\$0.00	\$0.00	\$200.00	\$200.00	\$200.00	\$0.00
37-601-252	Fuel/Truck Expense/Insurance	E	\$0.00	\$0.00	\$435.00	\$434.00	\$435.00	\$0.00

GL Account	GLAcct Desc	Type	P/Y Budget	P/Y Actual	Current Bgt	Current Act	Recommended	Approved
37-601-020	ER-FICA Taxes	E	\$0.00	\$0.00	\$213.72	\$213.72	\$0.00	\$0.00
37-601-014	Salary - Part Time Code Enforcement	E	\$0.00	\$0.00	\$3,136.28	\$3,447.60	\$3,500.00	\$0.00
37-501-834	Police 2018 Cars Loan Interest (USDA)	E	\$0.00	\$0.00	\$0.00	\$0.00	\$1,256.15	\$0.00
37-501-833	Police Security Camera Loan Interest (USDA)	E	\$0.00	\$0.00	\$147.51	\$147.51	\$119.68	\$0.00
37-501-832	Police 2017 Cars Loan Interest (USDA)	E	\$0.00	\$0.00	\$834.56	\$834.56	\$708.27	\$0.00
37-501-831	Town Hall Roof Loan - Interest PD	E	\$0.00	\$0.00	\$519.67	\$432.12	\$388.00	\$0.00
37-501-804	Police 2018 Cars Loan Principal (USDA)	E	\$0.00	\$0.00	\$0.00	\$0.00	\$4,427.85	\$0.00
37-501-803	Police Security Camera Loan Principal (USDA)	E	\$0.00	\$0.00	\$1,185.49	\$1,185.49	\$1,213.32	\$0.00
37-501-802	Police 2017 Cars Loan Principal (USDA)	E	\$0.00	\$0.00	\$3,945.44	\$3,945.44	\$4,071.73	\$0.00
37-501-801	Town Hall Roof Loan Principal	E	\$0.00	\$0.00	\$5,147.33	\$4,290.51	\$5,280.00	\$0.00
37-501-500	Capital - \$5,000 and over	E	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
37-501-499	Miscellaneous	E	\$0.00	\$49.50	\$4,610.00	\$3,161.45	\$4,660.00	\$0.00
37-501-436	PD Narcotics Tax/Proceeds	E	\$0.00	\$0.00	\$142.00	\$50.00	\$142.00	\$0.00
37-501-433	COP Program	E	\$0.00	\$0.00	\$500.00	\$115.15	\$500.00	\$0.00
37-501-415	Police Shots Medical	E	\$0.00	\$0.00	\$500.00	\$168.00	\$500.00	\$0.00
37-501-400	Liability Insurance	E	\$0.00	\$0.00	\$12,000.00	\$9,024.84	\$12,400.00	\$0.00
37-501-376	1993 Chevy Car 700	E	\$0.00	\$0.00	\$975.00	\$932.82	\$1,000.00	\$0.00
37-501-375	2008 Ford Car 600	E	\$0.00	\$0.00	\$1,000.00	\$843.16	\$1,000.00	\$0.00
37-501-374	2010 Ford Car 500	E	\$0.00	\$0.00	\$1,832.00	\$1,741.13	\$1,000.00	\$0.00
37-501-373	2017 Dodge Car 400	E	\$0.00	\$0.00	\$784.00	\$494.05	\$1,000.00	\$0.00
37-501-372	2016 Dodge Car 300	E	\$0.00	\$0.00	\$1,000.00	\$951.16	\$1,000.00	\$0.00
37-501-371	2017 Dodge Car 200	E	\$0.00	\$0.00	\$2,700.00	\$1,715.68	\$1,000.00	\$0.00
37-501-370	2008 Ford Car 100	E	\$0.00	\$0.00	\$1,000.00	\$814.04	\$1,000.00	\$0.00
37-501-351	Maint & Repair Equip	E	\$0.00	\$0.00	\$7,155.00	\$3,953.41	\$3,000.00	\$0.00
37-501-309	Advertising	E	\$0.00	\$0.00	\$182.00	\$153.00	\$0.00	\$0.00
37-501-302	Software Support	E	\$0.00	\$0.00	\$6,150.00	\$5,986.91	\$6,165.00	\$0.00
37-501-301	Computer Maint	E	\$0.00	\$0.00	\$4,912.00	\$4,911.08	\$5,848.00	\$0.00

GL Account	GLAcct Desc	Type	P/Y Budget	P/Y Actual	Current Bgt	Current Act	Recommended	Approved
37-501-295	Training	E	\$0.00	\$0.00	\$2,000.00	\$1,950.42	\$2,000.00	\$0.00
37-501-255	Bldg Maint/Clean Svs	E	\$0.00	\$0.00	\$2,641.34	\$2,393.54	\$4,475.00	\$0.00
37-501-252	Fuel	E	\$0.00	\$0.00	\$16,000.00	\$14,525.52	\$14,000.00	\$0.00
37-501-251	Telephone & Postage	E	\$0.00	\$37.50	\$7,537.00	\$6,807.07	\$7,494.00	\$0.00
37-501-250	Light, Heat & Security	E	\$0.00	\$0.00	\$6,658.00	\$5,520.54	\$10,908.00	\$0.00
37-501-205	Equipment & Material	E	\$0.00	\$0.00	\$7,523.00	\$6,964.96	\$3,000.00	\$0.00
37-501-204	Uniforms	E	\$0.00	\$0.00	\$2,110.00	\$1,885.69	\$2,000.00	\$0.00
37-501-203	Supplies	E	\$0.00	\$0.00	\$4,668.66	\$4,066.86	\$3,000.00	\$0.00
37-501-200	Travel Expense	E	\$0.00	\$13.78	\$1,000.00	\$654.18	\$1,000.00	\$0.00
37-501-060	ER - Workman's Comp	E	\$0.00	\$0.00	\$6,420.00	\$6,256.92	\$6,420.00	\$0.00
37-501-050	ER - Life Insurance	E	\$0.00	\$0.00	\$1,010.00	\$840.00	\$1,010.00	\$0.00
37-501-040	ER - Health Insurance	E	\$0.00	\$0.00	\$31,003.00	\$26,258.44	\$37,370.00	\$0.00
37-501-031	ER - 401K 5%	E	\$0.00	\$0.00	\$10,297.00	\$7,309.42	\$10,573.00	\$0.00
37-501-030	ER - Retirement Orbit	E	\$0.00	\$0.00	\$31,256.50	\$31,255.60	\$44,904.00	\$0.00
37-501-020	ER-FICA Taxes	E	\$0.00	\$0.00	\$18,336.00	\$16,844.56	\$19,552.00	\$0.00
37-501-019	Salary - Over-Time	E	\$0.00	\$0.00	\$5,000.00	\$4,862.83	\$5,000.00	\$0.00
37-501-017	Accrued Vacation Exp	E	\$0.00	\$9,198.00	\$0.00	\$0.00	\$0.00	\$0.00
37-501-016	Police Clerical Salary	E	\$0.00	\$0.00	\$33,446.00	\$31,423.60	\$34,112.00	\$0.00
37-501-014	Salary - Part Time	E	\$0.00	\$0.00	\$32,570.00	\$31,168.27	\$10,000.00	\$0.00
37-501-010	SALARY FULL TIME	E	\$0.00	\$0.00	\$170,311.00	\$154,244.69	\$213,895.00	\$0.00
37-405-894	BUDGETED INCREASE TO FUND BALANCE	E	\$32,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
37-405-470	Small Town Maint St	E	\$0.00	\$0.00	\$2,393.51	\$2,393.51	\$2,200.00	\$0.00
37-405-450	Revitalization Comm	E	\$0.00	\$0.00	\$9,122.89	\$4,212.12	\$9,500.00	\$0.00
37-405-440	Runn Warrenton 5K	E	\$0.00	\$0.00	\$2,500.00	\$0.00	\$2,500.00	\$0.00
37-405-430	Historic District Comm	E	\$0.00	\$0.00	\$727.91	\$350.80	\$220.00	\$0.00
37-405-423	Quilters Lane	E	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
37-405-407	Branded Clothing Sales	E	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	\$0.00

GL Account	GLAcct Desc	Type	P/Y Budget	P/Y Actual	Current Bgt	Current Act	Recommended	Approved
37-402-402	Commission offsite meetings	E	\$0.00	\$0.00	\$50.00	\$39.99	\$50.00	\$0.00
37-402-200	Travel Expense	E	\$0.00	\$0.00	\$275.64	\$250.00	\$500.00	\$0.00
37-402-020	ER - FICA TAXES	E	\$0.00	\$0.00	\$210.76	\$105.16	\$115.00	\$0.00
37-402-014	Mayor Part Time Salary	E	\$0.00	\$0.00	\$1,500.00	\$1,375.00	\$1,500.00	\$0.00
37-401-998	Contingency	E	\$0.00	\$0.00	\$670.25	\$0.00	\$500.00	\$0.00
37-401-889	Reserve for USDA Loans	E	\$0.00	\$0.00	\$3,144.00	\$0.00	\$2,304.00	\$0.00
37-401-833	USDA Town Hall/WS Loan Interest	E	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
37-401-831	Town Hall Roof Loan - Interest Admin	E	\$0.00	\$0.00	\$519.67	\$432.09	\$388.00	\$0.00
37-401-803	USDA Town Hall/WS Loan Principal	E	\$0.00	\$0.00	\$0.00	\$0.00	\$11,485.00	\$0.00
37-401-801	Town Hall Roof Loan-Principal	E	\$0.00	\$0.00	\$5,148.33	\$4,290.48	\$5,280.00	\$0.00
37-401-700	WDRI Grant Expense	E	\$0.00	\$0.00	\$396.00	\$395.43	\$264.00	\$0.00
37-401-499	Miscellaneous Expense	E	\$0.00	\$0.00	\$8,518.65	\$5,816.70	\$4,194.00	\$0.00
37-401-420	Attorney Fees	E	\$0.00	\$0.00	\$3,500.00	\$2,836.00	\$3,500.00	\$0.00
37-401-410	Election Cost	E	\$0.00	\$0.00	\$4,942.00	\$3,169.95	\$0.00	\$0.00
37-401-405	Audit Expense	E	\$0.00	\$0.00	\$7,584.00	\$7,446.88	\$7,600.00	\$0.00
37-401-401	County Tax Collection Svs	E	\$0.00	\$0.00	\$8,250.00	\$8,076.53	\$8,000.00	\$0.00
37-401-400	Liability Insurance	E	\$0.00	\$0.00	\$5,771.14	\$4,450.81	\$5,500.00	\$0.00
37-401-310	Dues & Subscriptions	E	\$0.00	\$0.00	\$3,200.00	\$2,744.10	\$3,000.00	\$0.00
37-401-309	Advertising	E	\$0.00	\$0.00	\$1,592.00	\$1,591.25	\$1,300.00	\$0.00
37-401-307	Special Events	E	\$0.00	\$0.00	\$500.00	\$300.00	\$500.00	\$0.00
37-401-306	Awning 25% Fund	E	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	\$0.00
37-401-305	Technology Upgrades	E	\$0.00	\$0.00	\$3,133.72	\$1,216.40	\$1,250.00	\$0.00
37-401-304	Website	E	\$0.00	\$0.00	\$5,624.00	\$5,597.16	\$1,200.00	\$0.00
37-401-303	Software Purchase less than \$5,000	E	\$0.00	\$0.00	\$20.00	\$0.00	\$500.00	\$0.00
37-401-302	Software Support	E	\$0.00	\$0.00	\$2,322.95	\$1,628.32	\$1,760.00	\$0.00
37-401-301	Computer Maint	E	\$0.00	\$0.00	\$3,333.17	\$3,173.17	\$3,500.00	\$0.00
37-401-295	Training	E	\$0.00	\$0.00	\$62.00	\$62.00	\$1,400.00	\$0.00

GL Account	GLAcct Desc	Type	P/Y Budget	P/Y Actual	Current Bgt	Current Act	Recommended	Approved
37-401-256	Bank Fees/ Petty Cash	E	\$0.00	\$0.00	\$2,000.00	\$1,300.00	\$1,500.00	\$0.00
37-401-255	Bldg. Maint/ Clean SVS	E	\$0.00	\$0.00	\$5,004.30	\$2,928.12	\$4,500.00	\$0.00
37-401-251	Telephone & Postage	E	\$0.00	\$37.50	\$3,055.70	\$2,804.55	\$3,000.00	\$0.00
37-401-250	Light, Heat & Security	E	\$0.00	\$0.00	\$8,790.00	\$5,384.85	\$12,000.00	\$0.00
37-401-203	Supplies	E	\$0.00	\$0.00	\$4,500.00	\$4,316.94	\$5,000.00	\$0.00
37-401-200	Travel Expense	E	\$0.00	\$0.00	\$1,200.00	\$616.54	\$1,200.00	\$0.00
37-401-060	ER-Workman's Comp	E	\$0.00	\$0.00	\$383.00	\$367.47	\$383.00	\$0.00
37-401-050	ER-Life Insurance	E	\$0.00	\$0.00	\$504.00	\$406.00	\$504.00	\$0.00
37-401-040	ER-Health Insurance	E	\$0.00	\$0.00	\$16,627.48	\$16,462.48	\$21,596.00	\$0.00
37-401-030	ER-Retirement - Orbit	E	\$0.00	\$0.00	\$20,864.96	\$18,769.96	\$29,135.00	\$0.00
37-401-021	ER-FICA Taxes - Adm Assistant	E	\$0.00	\$0.00	\$3,133.66	\$2,832.23	\$4,306.00	\$0.00
37-401-020	ER-FICA Taxes	E	\$0.00	\$29.52	\$9,376.89	\$8,361.45	\$9,557.00	\$0.00
37-401-014	Salary - Part Time	E	\$0.00	\$0.00	\$6,753.00	\$6,744.88	\$9,825.00	\$0.00
37-401-012	Salary - Adm Assistant	E	\$0.00	\$0.00	\$34,468.04	\$31,868.83	\$46,450.00	\$0.00
37-401-010	Salary - Full Time	E	\$0.00	\$0.00	\$122,500.00	\$112,706.80	\$134,928.00	\$0.00
			\$32,000.00	\$8,556.45	\$1,160,257.12	\$1,006,670.39	\$1,250,975.00	\$0.00
			\$32,000.00	\$18,318.10	\$2,318,287.12	\$2,066,606.25	\$2,501,950.00	\$0.00
Fund: 38								
Type: R								
38-395-396	Apropriated Fund Balance (Budget Only)	R	\$0.00	\$0.00	\$0.00	\$0.00	\$32,497.00	\$0.00
38-365-852	Misc Revenue SEWER	R	\$0.00	\$0.00	\$118.00	\$0.00	\$0.00	\$0.00
38-365-851	Misc Revenue WATER	R	\$0.00	\$0.00	\$118.00	\$62.88	\$63.00	\$0.00
38-365-421	Account Activation Fee	R	\$0.00	\$0.00	\$2,950.00	\$2,550.00	\$2,875.00	\$0.00
38-365-411	Miscellaneous Revenue	R	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
38-365-366	Sale of Fixed Assets/Surplus Property	R	\$0.00	\$0.00	\$0.00	\$748.20	\$2,000.00	\$0.00
38-365-014	Cash Over and Short (Daily Difference)	R	\$0.00	\$0.00	\$0.00	(\$13.45)	\$0.00	\$0.00
38-365-001	Interest Income	R	\$0.00	\$0.00	\$0.00	\$61.99	\$58.00	\$0.00
38-351-420	Debt Setoff Late Fees/Penalty/Cut Off	R	\$0.00	\$0.00	\$0.00	\$172.60	\$173.00	\$0.00

GL Account	GLAcct Desc	Type	P/Y Budget	P/Y Actual	Current Bgt	Current Act	Recommended	Approved
38-351-419	Returned Check Fee	R	\$0.00	\$0.00	\$900.00	\$594.96	\$545.00	\$0.00
38-351-418	Late Fees/Penalty/Cut Off	R	\$0.00	\$0.00	\$17,540.00	\$11,220.37	\$12,741.00	\$0.00
38-351-417	Fire Sprinkler	R	\$0.00	\$0.00	\$2,236.00	\$2,074.74	\$2,253.00	\$0.00
38-351-416	Dis/Reconnection Fee	R	\$0.00	\$0.00	\$5,846.00	\$4,439.81	\$5,168.00	\$0.00
38-351-408	Town Taps	R	\$0.00	\$0.00	\$2,350.00	\$16,290.71	\$2,350.00	\$0.00
38-351-407	Debt Setoff SEWER	R	\$0.00	\$0.00	\$53.00	\$618.05	\$501.00	\$0.00
38-351-404	Sewer Services	R	\$0.00	\$100,122.42	\$641,634.00	\$476,058.02	\$585,218.00	\$0.00
38-351-402	Debt Setoff WATER	R	\$0.00	\$0.00	\$35.00	\$335.04	\$302.00	\$0.00
38-351-401	Water Sales	R	\$0.00	\$54,196.94	\$575,306.00	\$483,840.59	\$804,541.00	\$0.00
38-320-321	Annual Refund of Sales Tax the Town paid	R	\$0.00	\$32,202.10	\$0.00	\$9,767.67	\$0.00	\$0.00
			\$0.00	\$186,521.46	\$1,249,086.00	\$1,008,822.18	\$1,451,285.00	\$0.00
Type: E								
38-901-902	Transfer Out to Water Treatment Plant	E	\$0.00	\$0.00	\$0.00	\$0.00	\$32,497.00	\$0.00
38-901-037	Transfer to General Fund	E	\$0.00	\$0.00	\$8,000.00	\$9,000.00	\$16,000.00	\$0.00
38-852-998	Contingency	E	\$0.00	\$0.00	\$7,674.50	\$0.00	\$35,581.00	\$0.00
38-852-896	WS 25% of GF Expense	E	\$0.00	\$0.00	\$40,427.50	\$33,826.23	\$46,584.00	\$0.00
38-852-889	Reserve for USDA Loans	E	\$0.00	\$0.00	\$4,209.50	\$0.00	\$4,407.00	\$0.00
38-852-837	NCDEQ Sewer Rehab Annual Loan-Interest	E	\$0.00	\$0.00	\$3,850.00	\$3,850.00	\$3,575.00	\$0.00
38-852-836	USDA Public Works Trucks - Int Sewer	E	\$0.00	\$0.00	\$509.00	\$509.21	\$433.00	\$0.00
38-852-833	USDA Town Hall/WS Loan Interest	E	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
38-852-831	Town Hall Roof Loan - Interest Sewer	E	\$0.00	\$0.00	\$259.84	\$215.55	\$194.00	\$0.00
38-852-830	BB&T Battle Ave Sewer Loan - Int	E	\$0.00	\$0.00	\$768.81	\$768.81	\$523.00	\$0.00
38-852-811	NCDEQ Sewer Rehab Annual Loan-Principal	E	\$0.00	\$0.00	\$13,750.00	\$13,750.00	\$13,750.00	\$0.00
38-852-810	BB&T Battle Avenue Sewer Loan - Principal	E	\$0.00	\$0.00	\$6,206.19	\$6,205.52	\$6,452.00	\$0.00
38-852-809	John Riggans Easement Pmt	E	\$0.00	\$0.00	\$1,000.00	\$1,000.00	\$1,000.00	\$0.00
38-852-804	NCDEQ Unity, Bute & Battle Sewer Rehab Princ Only	E	\$0.00	\$0.00	\$0.00	\$0.00	\$14,977.00	\$0.00
38-852-803	USDA Town Hall/WS Loan Principal	E	\$0.00	\$0.00	\$0.00	\$0.00	\$41,150.00	\$0.00

GL Account	GLAcct Desc	Type	P/Y Budget	P/Y Actual	Current Bgt	Current Act	Recommended	Approved
38-852-802	USDA Public Works Trucks - Princ Sewer	E	\$0.00	\$0.00	\$2,408.00	\$2,407.79	\$2,485.00	\$0.00
38-852-801	Town Hall Roof Loan - Principal	E	\$0.00	\$0.00	\$2,574.16	\$2,145.78	\$2,640.00	\$0.00
38-852-473	WWTP Rehab Annual Payment	E	\$0.00	\$0.00	\$24,989.00	\$0.00	\$24,032.00	\$0.00
38-852-448	External Contract	E	\$0.00	\$0.00	\$43,551.50	\$41,549.68	\$20,000.00	\$0.00
38-852-435	Purchase of Sewer Services	E	\$0.00	\$0.00	\$296,037.00	\$233,168.65	\$300,500.00	\$0.00
38-852-434	WS Grant Expense	E	\$0.00	\$0.00	\$20.00	\$0.00	\$0.00	\$0.00
38-852-405	Audit Expense	E	\$0.00	\$0.00	\$3,792.00	\$3,723.43	\$3,724.00	\$0.00
38-852-400	Liability Insurance	E	\$0.00	\$0.00	\$6,393.00	\$6,392.61	\$1,911.00	\$0.00
38-852-352	Vehicle Maintenance	E	\$0.00	\$0.00	\$2,297.00	\$2,190.20	\$2,400.00	\$0.00
38-852-351	Maint & Repair Equip	E	\$0.00	\$0.00	\$7,500.00	\$2,547.27	\$4,500.00	\$0.00
38-852-313	State Permits	E	\$0.00	\$0.00	\$1,510.00	\$1,510.00	\$1,250.00	\$0.00
38-852-310	Dues & Subscriptions	E	\$0.00	\$0.00	\$377.00	\$376.25	\$400.00	\$0.00
38-852-309	Advertising	E	\$0.00	\$0.00	\$419.00	\$418.50	\$500.00	\$0.00
38-852-305	Technology Upgrades	E	\$0.00	\$0.00	\$2,307.00	\$1,566.88	\$2,250.00	\$0.00
38-852-302	Software Support	E	\$0.00	\$0.00	\$1,684.00	\$1,447.28	\$1,243.00	\$0.00
38-852-301	Computer Maint.	E	\$0.00	\$0.00	\$1,676.50	\$1,638.22	\$2,364.00	\$0.00
38-852-296	Continuing Education	E	\$0.00	\$0.00	\$625.00	\$54.50	\$625.00	\$0.00
38-852-260	Electric Tank/Pumps	E	\$0.00	\$0.00	\$10,500.00	\$8,560.42	\$9,500.00	\$0.00
38-852-255	Bldg. Maint/Clean Svs	E	\$0.00	\$0.00	\$1,241.00	\$1,118.45	\$2,214.00	\$0.00
38-852-252	Fuel	E	\$0.00	\$0.00	\$5,000.00	\$3,956.96	\$6,000.00	\$0.00
38-852-251	Telephone & Postage	E	\$0.00	\$18.75	\$7,881.00	\$7,234.11	\$8,658.00	\$0.00
38-852-250	Light & Heat & Security	E	\$0.00	\$0.00	\$4,818.50	\$4,124.67	\$5,981.00	\$0.00
38-852-205	Materials & Supplies	E	\$0.00	\$0.00	\$27,500.00	\$22,300.55	\$26,000.00	\$0.00
38-852-204	Uniforms	E	\$0.00	\$0.00	\$2,400.00	\$1,866.49	\$2,160.00	\$0.00
38-852-203	Supplies	E	\$0.00	\$0.00	\$2,763.00	\$1,946.06	\$1,778.00	\$0.00
38-852-200	Travel Expense	E	\$0.00	\$0.00	\$225.00	\$0.00	\$225.00	\$0.00
38-852-060	ER-Workman's Comp	E	\$0.00	\$0.00	\$1,642.50	\$1,641.81	\$1,642.00	\$0.00

GL Account	GLAcct Desc	Type	P/Y Budget	P/Y Actual	Current Bgt	Current Act	Recommended	Approved
38-852-050	ER-Life Insurance	E	\$0.00	\$0.00	\$309.50	\$309.12	\$310.00	\$0.00
38-852-040	ER-Health Insurance SEWER	E	\$0.00	\$0.00	\$13,704.00	\$12,303.74	\$13,474.00	\$0.00
38-852-030	ER-Retirement Orbit	E	\$0.00	\$0.00	\$12,479.50	\$10,764.32	\$13,801.00	\$0.00
38-852-020	ER - FICA Sewer	E	\$0.00	\$0.00	\$7,889.00	\$6,996.88	\$8,202.00	\$0.00
38-852-019	Salary - Over Time Sewer	E	\$0.00	\$0.00	\$6,226.50	\$3,171.53	\$6,351.00	\$0.00
38-852-014	Salary - Part Time	E	\$0.00	\$0.00	\$15,630.00	\$15,432.75	\$15,943.00	\$0.00
38-852-010	Salary - Full Time	E	\$0.00	\$0.00	\$81,268.00	\$73,257.89	\$84,922.00	\$0.00
38-851-998	Contingency	E	\$0.00	\$0.00	\$21,018.50	\$0.00	\$31,411.00	\$0.00
38-851-997	Future Expenditures	E	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
38-851-896	WS 25% of GF Expense	E	\$0.00	\$0.00	\$40,427.50	\$33,826.21	\$46,584.00	\$0.00
38-851-895	Grass Cutting Expense	E	\$0.00	\$0.00	\$8,000.00	\$4,500.00	\$0.00	\$0.00
38-851-889	RESERVE FOR USDA LOANS	E	\$0.00	\$0.00	\$4,209.50	\$0.00	\$4,407.00	\$0.00
38-851-836	USDA Public Works Trucks - Int Water	E	\$0.00	\$0.00	\$509.21	\$509.21	\$433.00	\$0.00
38-851-833	USDA Town Hall/WS Loan Interest	E	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
38-851-831	Town Hall Roof Loan - Interest Water	E	\$0.00	\$0.00	\$259.83	\$215.53	\$194.00	\$0.00
38-851-803	USDA Town Hall/WS Loan Principal	E	\$0.00	\$0.00	\$0.00	\$0.00	\$41,150.00	\$0.00
38-851-802	USDA Public Works Trucks - Princ Water	E	\$0.00	\$0.00	\$2,408.00	\$2,407.79	\$2,485.00	\$0.00
38-851-801	Town Hall Roof Loan - Principal	E	\$0.00	\$0.00	\$2,574.17	\$2,145.74	\$2,640.00	\$0.00
38-851-451	Water Purchase	E	\$0.00	\$0.00	\$220,288.00	\$170,310.93	\$256,182.00	\$0.00
38-851-448	External Contract	E	\$0.00	\$0.00	\$25,232.50	\$22,589.78	\$15,656.00	\$0.00
38-851-441	Certify Lab Services	E	\$0.00	\$0.00	\$1,500.00	\$1,275.00	\$1,340.00	\$0.00
38-851-435	Purchase of Sewer Services	E	\$0.00	\$38,223.91	\$0.00	\$0.00	\$0.00	\$0.00
38-851-434	WS grant expense	E	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
38-851-405	Audit Expense	E	\$0.00	\$0.00	\$3,792.00	\$3,723.43	\$3,724.00	\$0.00
38-851-400	Town Liability Insurance	E	\$0.00	\$0.00	\$6,393.00	\$6,392.67	\$7,643.00	\$0.00
38-851-352	Vehicle Maintenance	E	\$0.00	\$0.00	\$2,376.00	\$2,272.87	\$2,400.00	\$0.00
38-851-351	Maint. & Repair Equip	E	\$0.00	\$0.00	\$7,500.00	\$2,638.30	\$4,500.00	\$0.00

GL Account	GLAcct Desc	Type	P/Y Budget	P/Y Actual	Current Bgt	Current Act	Recommended	Approved
38-851-345	Water Tank Contract	E	\$0.00	\$0.00	\$16,620.00	\$12,464.61	\$16,620.00	\$0.00
38-851-313	State Permits	E	\$0.00	\$0.00	\$1,250.00	\$990.00	\$1,250.00	\$0.00
38-851-310	Dues & Subscriptions	E	\$0.00	\$0.00	\$377.00	\$376.25	\$389.00	\$0.00
38-851-309	Advertising	E	\$0.00	\$0.00	\$250.00	\$0.00	\$250.00	\$0.00
38-851-305	Technology Upgrades	E	\$0.00	\$0.00	\$2,307.00	\$1,566.90	\$2,250.00	\$0.00
38-851-302	Software Support	E	\$0.00	\$0.00	\$1,684.00	\$1,447.28	\$1,243.00	\$0.00
38-851-301	Computer Maintenance	E	\$0.00	\$0.00	\$1,968.50	\$1,736.60	\$2,364.00	\$0.00
38-851-296	Continuing Education	E	\$0.00	\$0.00	\$625.00	\$54.50	\$625.00	\$0.00
38-851-260	Electric Tank/Pumps	E	\$0.00	\$107.53	\$5,500.00	\$2,390.72	\$2,750.00	\$0.00
38-851-255	Bldg. Maint/Clean Svs	E	\$0.00	\$0.00	\$1,254.00	\$1,131.77	\$2,214.00	\$0.00
38-851-252	Fuel	E	\$0.00	\$0.00	\$5,000.00	\$3,982.33	\$6,000.00	\$0.00
38-851-251	Telephone & Postage	E	\$0.00	\$18.75	\$7,826.00	\$7,156.21	\$8,658.00	\$0.00
38-851-250	Light & Heat & Security	E	\$0.00	\$0.00	\$4,730.50	\$4,421.10	\$5,981.00	\$0.00
38-851-205	Materials & Supplies	E	\$0.00	\$0.00	\$32,500.00	\$31,615.90	\$36,000.00	\$0.00
38-851-204	Uniforms	E	\$0.00	\$0.00	\$2,360.00	\$1,864.42	\$2,160.00	\$0.00
38-851-203	Supplies	E	\$0.00	\$0.00	\$2,240.00	\$1,671.80	\$1,778.00	\$0.00
38-851-200	Travel Expense	E	\$0.00	\$0.00	\$225.00	\$0.00	\$250.00	\$0.00
38-851-060	ER - Workman's Comp	E	\$0.00	\$0.00	\$1,642.50	\$1,641.82	\$1,643.00	\$0.00
38-851-050	ER - Life Insurance	E	\$0.00	\$0.00	\$309.50	\$309.12	\$310.00	\$0.00
38-851-040	ER - Health Insurance WATER	E	\$0.00	\$0.00	\$13,704.00	\$12,042.35	\$13,474.00	\$0.00
38-851-030	ER - Retirement Orbit	E	\$0.00	\$0.00	\$12,479.50	\$10,873.57	\$13,801.00	\$0.00
38-851-020	ER-FICA Taxes	E	\$0.00	\$0.00	\$7,889.00	\$6,823.37	\$8,202.00	\$0.00
38-851-019	Salary Over-Time	E	\$0.00	\$0.00	\$6,226.50	\$3,556.60	\$6,351.00	\$0.00
38-851-014	Salary - Part Time	E	\$0.00	\$0.00	\$15,630.00	\$15,432.48	\$15,943.00	\$0.00
38-851-010	Salary Full Time	E	\$0.00	\$0.00	\$81,268.00	\$73,595.28	\$84,922.00	\$0.00
			\$0.00	\$38,368.94	\$1,258,647.21	\$995,200.55	\$1,451,285.00	\$0.00
			\$0.00	\$224,890.40	\$2,507,733.21	\$2,004,022.73	\$2,902,570.00	\$0.00

Fund: 39

Southern Software FMS Budget Preparation Transactions

Date: 6/8/2020 9:37 AM

GL Account	GLAcct Desc	Type	P/Y Budget	P/Y Actual	Current Bgt	Current Act	Recommended	Approved
Type: R								
39-381-038	Transfer In from Water/Sewer	R	\$0.00	\$0.00	\$0.00	\$0.00	\$32,497.00	\$0.00
39-365-861	Misc Revenue WWTP	R	\$0.00	\$0.00	\$19,828.00	\$13,275.00	\$19,832.00	\$0.00
39-351-472	Sewer Rev Norlina	R	\$0.00	\$21,111.49	\$165,486.00	\$130,342.07	\$165,292.00	\$0.00
39-351-471	Sewer Revenues - County	R	\$0.00	\$28,555.88	\$209,003.00	\$164,617.57	\$229,005.00	\$0.00
39-351-470	Town Sewer Revenues	R	\$0.00	\$38,223.91	\$296,037.00	\$233,168.65	\$300,500.00	\$0.00
			\$0.00	\$87,891.28	\$690,354.00	\$541,403.29	\$747,126.00	\$0.00
Type: E								
39-901-901	Transfer Out to General Fund	E	\$0.00	\$0.00	\$0.00	\$0.00	\$32,497.00	\$0.00
39-861-998	Contingency	E	\$0.00	\$0.00	\$0.00	\$0.00	\$10,000.00	\$0.00
39-861-897	WWTP 25% of GF Exp	E	\$0.00	\$0.00	\$41,694.00	\$40,592.42	\$42,674.00	\$0.00
39-861-500	Capital Outlay \$5000 and Over	E	\$0.00	\$0.00	\$8,430.00	\$8,430.00	\$0.00	\$0.00
39-861-498	Capital Outlay Below \$5000	E	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
39-861-447	WWTP Grant Expense	E	\$0.00	\$0.00	\$13,526.00	\$0.00	\$34,125.00	\$0.00
39-861-446	Influent Debri removal	E	\$0.00	\$0.00	\$4,352.00	\$3,528.07	\$3,856.00	\$0.00
39-861-445	Certify Lab Expense	E	\$0.00	\$0.00	\$1,000.00	\$423.12	\$1,000.00	\$0.00
39-861-444	Permits & Fees	E	\$0.00	\$0.00	\$6,253.00	\$6,252.50	\$6,253.00	\$0.00
39-861-405	Audit Expense	E	\$0.00	\$0.00	\$7,584.00	\$7,446.87	\$7,500.00	\$0.00
39-861-400	Liability Insurance	E	\$0.00	\$0.00	\$18,649.00	\$12,179.87	\$18,185.00	\$0.00
39-861-352	Vehicle Maintenance	E	\$0.00	\$0.00	\$4,394.00	\$4,247.56	\$3,000.00	\$0.00
39-861-349	OSHAComp/Safety M&S	E	\$0.00	\$0.00	\$1,000.00	\$737.00	\$1,000.00	\$0.00
39-861-348	Tar - Pamlico Dues	E	\$0.00	\$0.00	\$3,000.00	\$2,880.00	\$3,000.00	\$0.00
39-861-347	Lab Analysis	E	\$0.00	\$0.00	\$16,600.00	\$15,513.45	\$17,948.00	\$0.00
39-861-346	Lab Material & Supplies	E	\$0.00	\$0.00	\$6,750.00	\$5,758.75	\$9,000.00	\$0.00
39-861-345	Beaver Control	E	\$0.00	\$0.00	\$0.00	\$0.00	\$2,000.00	\$0.00
39-861-344	Sludge Removal	E	\$0.00	\$0.00	\$55,000.00	\$38,355.00	\$60,000.00	\$0.00
39-861-342	Maint & Repair Plant	E	\$0.00	\$0.00	\$90,308.00	\$90,086.76	\$60,000.00	\$0.00
39-861-318	Freight Charges	E	\$0.00	\$0.00	\$1,740.00	\$1,739.39	\$1,650.00	\$0.00

GL Account	GLAcct Desc	Type	P/Y Budget	P/Y Actual	Current Bgt	Current Act	Recommended	Approved
39-861-309	Advertising	E	\$0.00	\$0.00	\$643.00	\$355.73	\$1,000.00	\$0.00
39-861-305	Technology Upgrades	E	\$0.00	\$0.00	\$2,000.00	\$1,146.28	\$2,000.00	\$0.00
39-861-302	Software Support	E	\$0.00	\$0.00	\$3,209.00	\$2,422.03	\$2,741.00	\$0.00
39-861-301	Computer Maint.	E	\$0.00	\$0.00	\$3,172.00	\$3,013.04	\$4,607.00	\$0.00
39-861-296	Continuing Education	E	\$0.00	\$0.00	\$2,430.00	\$2,430.00	\$1,225.00	\$0.00
39-861-252	Fuel	E	\$0.00	\$0.00	\$7,500.00	\$6,149.13	\$9,000.00	\$0.00
39-861-251	Telephone & Postage	E	\$0.00	\$37.50	\$8,129.00	\$7,502.36	\$7,722.00	\$0.00
39-861-250	Light, Heat & Security	E	\$0.00	\$0.00	\$93,341.00	\$82,866.75	\$95,000.00	\$0.00
39-861-205	OP Material & supplies	E	\$0.00	\$0.00	\$39,000.00	\$36,916.95	\$40,500.00	\$0.00
39-861-204	Uniforms	E	\$0.00	\$0.00	\$4,706.00	\$2,585.17	\$2,916.00	\$0.00
39-861-203	Supplies	E	\$0.00	\$0.00	\$750.00	\$497.38	\$750.00	\$0.00
39-861-200	Travel Expense	E	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00	\$0.00
39-861-060	ER-Workman's Comp	E	\$0.00	\$0.00	\$4,004.00	\$3,220.30	\$3,221.00	\$0.00
39-861-050	ER-Life Insurance	E	\$0.00	\$0.00	\$574.00	\$571.20	\$568.00	\$0.00
39-861-040	ER- Health Insurance	E	\$0.00	\$0.00	\$24,791.00	\$22,625.60	\$24,273.00	\$0.00
39-861-030	ER - Retirement Orbit	E	\$0.00	\$0.00	\$24,805.00	\$22,912.15	\$30,015.00	\$0.00
39-861-020	ER-FICA Taxes	E	\$0.00	\$0.00	\$11,317.00	\$10,582.30	\$14,739.00	\$0.00
39-861-019	Over-Time	E	\$0.00	\$0.00	\$9,020.00	\$8,038.86	\$13,791.00	\$0.00
39-861-014	Salary - Part Time	E	\$0.00	\$0.00	\$15,685.00	\$15,684.64	\$15,668.00	\$0.00
39-861-010	Salary - Full Time	E	\$0.00	\$0.00	\$154,998.00	\$144,782.50	\$163,202.00	\$0.00
			\$0.00	\$37.50	\$690,354.00	\$612,473.13	\$747,126.00	\$0.00
			\$0.00	\$87,928.78	\$1,380,708.00	\$1,153,876.42	\$1,494,252.00	\$0.00
			(\$32,000.00)	\$237,211.50	(\$11,788.33)	(\$5,507.07)	\$0.00	\$0.00
Not Contains([Fund], '36') And Not Contains([Fund], '40') And Not Contains([Fund], '42') And Not Contains([Fund], '43') And Not Contains([Fund], '45') And Not Contains([Fund]								

May 16, 2020

Members of the Board of Commissioners
Town of Warrenton
PO Box 281
Warrenton, NC 27589

Attention: Meredith Valentine

This letter is to confirm our understanding of the terms and objectives of this engagement and the nature and limitations of the financial statement preparation and audit coordination services that will be provided for the Town's year ending June 30, 2020.

FINANCIAL STATEMENT PREPARATION

We will prepare the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Warrenton as of and for the years ended June 30, 2020 and the related notes to the financial statements which collectively comprise the Town's basic financial statements.

FINANCIAL STATEMENT AUDIT COORDINATION

We will facilitate the audit of the Town's financial statements with the Town's auditor. This facilitation will include the 1) preparation of schedules for the auditor which they will need to perform their audit, 2) addressing auditors questions related to the Town's financial statements, 3) scheduling the timing of the audits and other logistical matters for the completion of the audit.

OTHER MATTERS

Unless you indicate otherwise, our firm may transmit confidential information that you provided us to third parties in order to facilitate delivering our services to you. We have secured confidentiality agreements with all our service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have the appropriate procedures in place to prevent the unauthorized release of confidential information to others. We will remain responsible for the work provided by any third-party service providers used under this agreement. By your signature below, you consent to having confidential information transmitted to entities outside the firm. Please feel free to inquire if you would like additional information regarding the transmission of confidential information to entities outside the firm.

INDEMNITY

To the extent I am acting on behalf of the Town and at the direction of management, the Town agrees to indemnify me for any damages that may result from our good faith actions.

CONFIDENTIALITY

During the course of this engagement we may have access to proprietary information of the Town, including, without limitations, oral and written information and material concerning or pertaining to the Town's trade secrets, business methods, plans and/or projects. I acknowledge that such information, regardless of its form, is confidential and proprietary to the Town, and that I shall not use, copy, or disclose the information in whole or in part in any manner or to any person or entity without the express prior written consent of a duly authorized officer of the Town.

FEES

Our fee will be \$8,700 for the year ended June 30, 2020. Statements for services will be sent on a monthly basis, and are payable within fifteen days. Fees do not include out-of-pocket expenses advanced on behalf of the Town, such as computer charges, telephone calls, postage, photocopying, etc.; these will be billed separately.

In addition, in the event our firm or any of its employees or agents is called as a witness or requested to provide any information (whether oral, written, or electronic) in any judicial, quasi-judicial, or administrative hearing or trial regarding information or communications that you have provided to this firm, or any documents and workpapers prepared by Greg W Isley, CPA, PA in accordance with the terms of this agreement, you agree to pay any and all reasonable expenses, including fees and costs for our time at the rates specified in our engagement letter, as well as any legal or other fees that we incur as a result of such appearance or production of documents.

In connection with this engagement, we may communicate with you or others via email transmission. We take reasonable measures to secure your confidential information in our email transmissions, including password protecting confidential documents. However, as email can be intercepted and read, disclosed, or otherwise used or communicated by an unintended third party, or may not be delivered to each of the parties to whom it is directed and only to such parties, we cannot guarantee or warrant that email from us will be properly delivered and read only by the addressee. Therefore, we specifically disclaim and waive any liability or responsibility whatsoever for interception or unintentional disclosure or communication of email transmissions, or for the unauthorized use or failed delivery of email transmitted by us in connection with the performance of this engagement. In that regard, you agree that we shall have no liability for any loss or damage to any person or entity resulting from the use of email transmissions, including any consequential, incidental, direct, indirect, or special damages, such as loss of sales or anticipated profits, or disclosure or communication of confidential or proprietary information.

Billings become delinquent if not paid within thirty days of the invoice date. If billings are past due in excess of thirty days, at our election, we may stop all work until your account is brought current or withdraw from this engagement. Town of Warrenton acknowledges and agrees that we are not required to continue work in the event of Town of Warrenton's failure to pay on a timely basis for services rendered as required by this engagement letter. Town of Warrenton further acknowledges and agrees that in the event we stop work or withdraw from this engagement as a result of Town of Warrenton's failure to pay on a timely basis for services rendered as required by this engagement letter, we will not be liable for any damages that occur as a result of our ceasing to render services.

This engagement contemplates that the audit for 2019 will be conducted during November/December of 2019.

If any dispute arises among the parties hereto, the parties agree to first try in good faith to settle the dispute by mediation administered by the American Arbitration Association under its Rules for Professional Accounting and Related Services Disputes before resorting to litigation. The costs of any mediation proceeding shall be shared equally by all parties.

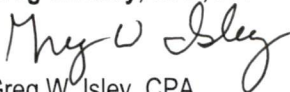
Client and accountant both agree that any dispute over fees charged by the accountant to the client will be submitted for resolution by arbitration in accordance with the Rules for Professional Accounting and Related Services Disputes of the American Arbitration Association. Such arbitration shall be binding and final. IN AGREEING TO ARBITRATION, WE BOTH ACKNOWLEDGE THAT IN THE EVENT OF A DISPUTE OVER FEES CHARGED BY

THE ACCOUNTANT, EACH OF US IS GIVING UP THE RIGHT TO HAVE THE DISPUTE DECIDED IN A COURT OF LAW BEFORE A JUDGE OR JURY AND INSTEAD WE ARE ACCEPTING THE USE OF ARBITRATION FOR RESOLUTION.

I appreciate the opportunity to be of service to you and believe this letter correctly expresses the significant terms of our engagement. If you have any questions, please let me know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to me. This letter will continue in effect until canceled by either party.

Cordially,

Greg W. Isley, CPA, PA



Greg W. Isley, CPA
President

This letter correctly sets forth our understanding.

Acknowledged and agreed on behalf of Town of Warrenton, North Carolina by:

Name: _____

Title: _____

Date: _____

Warrenton Budget Amendments

Date: 6/8/2020
Number: 4

Purpose of Amendment:

This amendment is to cover salary overrun for fire inspections.

Fund Name: Administration

Revenue

Account Title/Number:	Increase Amount	Decrease Amount
37-401-499	312	

Subtotal 312 -
Total 312
Grand Total -

Expenditure

Account Title/Number:	Increase Amount	Decrease Amount
37-601-014	312	

Subtotal 312 -
Total 312