



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

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

BOARD OF COMMISSIONERS REGULAR MEETING

7:00 PM May 9, 2023

AGENDA

Regular Meeting

1. 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 on April 10, 2023, Minutes Public Hearing on April 10, 2023
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
 - f. Action Items from April BOC Meeting
6. Committee Reports
 - a. Finance and Administration (Ms. Hunter)
 - i. FY 2023-24 Budget Presentation
 - b. Public Works (Mr. Fleming)
 - c. Public Safety (Mr. Ayscue)
 - d. Human Resources/Information Technology (Mr. Blalock)
 - e. Revitalization/Historic District Commission (Mr. Coffman)
 - f. Beautification/Facilities (Ms. Britt)
 - g. Planning/Zoning/Annexation (Mr. Young)
7. Old Business
 - a. Status of Grants – for information
 - b. Server Hosting Options – for discussion and consideration
8. New Business
 - a. Verizon Wireless Amendment – for consideration (pending legal review)
 - b. Granite Agency Agreement, Broadband for WWTP – for consideration (legal approved)
 - c. National Main Street Affiliation, Annual Renewal – for consideration (pending legal review)
 - d. Budget Amendments 15, 16, 17 – for consideration
 - e. Warren County Site Identification Project – for information
 - f. Declaration of Public Arts Day – for consideration
9. Announcements
10. Closed Session per NC General Statute § 143-318.11 (a)(5) Regarding Negotiations
11. 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**



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Robert F. Davie, Jr. – Town Administrator

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PUBLIC HEARING
Stormwater Improvements for Residences and Businesses
April 10, 2023
6:45 PM

Mayor Gardner called the Public Hearing of the Town of Warrenton Board of Commissioners to order on Monday, April 10, 2023 at 6:45 p.m. The purpose of the public hearing is to receive comments on Stormwater Improvements for Residences and Businesses. Those attending were Mayor Walter Gardner, Town Administrator, Robert Davie, Commissioners Mary Hunter, Aaron Ayscue, John Blalock, Margaret Britt, Michael Coffman, Al Fleming, Jason Young, and Chief Goble Lane.

Mayor Gardner asked for public comments.

There were no public comments.

With no comments voiced during the Public Hearing, the Public Hearing was closed.



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BOARD OF COMMISSIONERS REGULAR MONTHLY MEETING

April 10, 2023

7:00 P.M.

Minutes

Those in attendance were:

Mayor Walter Gardner	Commissioner Mary Hunter
Commissioner John Blalock	Commissioner Al Fleming
Commissioner Jason Young	Commissioner Michael Coffman
Commissioner Margaret Britt	Commissioner Aaron Ayscue
Town Administrator, Robert Davie	
Chief Goble Lane, Police Department	
Barbara Koehn, Police Department	
Bill Perkinson, Public Works Director	
Jennifer Harris, Media	

Call to Order – Pledge of Allegiance and Moment of Silence

Mayor Gardner called the regular monthly meeting of the Town of Warrenton Board of Commissioners to order on Monday, April 10, 2023, at 7:00 p.m. A Moment of Silence was held for all who are sick, suffering, and in need. The Pledge of Allegiance was led by Commissioner Young.

Conflict of Interest Statement and Proposed Agenda

The Conflict-of-Interest statement was reviewed. The Proposed Agenda was presented. Commissioner Blalock made a motion to approve the proposed agenda, with a second by Commissioner Fleming. The motion was approved by unanimous vote.

Public Comments

There were no public comments.

Minutes

The minutes of the March 13, 2023, meeting were presented. Commissioner Blalock made a motion to approve the minutes as presented, with a second by Commissioner Hunter. The motion was approved by unanimous vote.

Consent Agenda

- (a) Year-to-Date Revenue and Expenditure Reports (Budget vs. Actual)
- (b) Monthly Check Report
- (c) Public Works Monthly Report
- (d) WWTP Monthly Report
- (e) Police Activity Report
- (f) Action Items from July BOC meeting

Commissioner Coffman made a motion to approve the Consent Agenda, with a second by Commissioner Young. The motion was approved by unanimous vote.

Committee Reports

- (a) Finance and Administration –Commissioner Hunter had no additional report other than agenda items. Town Administrator Davie briefly mentioned difficulties in balancing the upcoming budget without raising taxes.
- (b) Public Works – Commissioner Fleming had no additional report other than agenda items. Commissioner Blalock questioned Public Works Director, Bill Perkinson, about any issues at the WWTP due to the heavy rainfall over the weekend. Mr. Perkinson stated they received heavy flows due to four inches of rain at the plant.
- (c) Public Safety – Commissioner Ayscue had no additional report other than agenda items. He recognized Chief Lane and Police Department Administrative Assistant, Barbara Koehn, for a new, more detailed report of the department’s activities. Chief Lane stated that all three speed signs have been installed. Commissioner Blalock asked about license plate cameras like those utilized in Louisburg and Roanoke Rapids. Chief Lane stated those types of cameras, though costly, would be a significant help to the Police Department.
- (d) Human Resources – Information Technology – Commissioner Blalock had no additional report other than agenda items.
- (e) Revitalization/Historic District Commission – Commissioner Coffman stated that the Historic District Commission approved four applications for Certificate of Appropriateness in March. He further stated that Duke Energy has agreed to be a sponsor for Spring Fest 2023, with a \$1,000 donation. He advised the board that the Quilter’s Lane Committee discussed crosswalks and banners at the last meeting and would be presenting ideas at the May meeting of the Board of Commissioners.
- (f) Beautification/Facilities – Commissioner Britt had no additional report other than agenda items. Mrs. Britt took this time to express how lovely the tulips were in the planters downtown.
- (g) Planning/Zoning/Annexation – Commissioner Young stated that the Planning Board recommends approval of the updated Tree and Pan Handling Ordinances for update and consideration. He had no additional report other than agenda items.

Old Business

(a) Status of Grants

Fund 55 – NC DEQ Water Infrastructure WWTP – Grant project wrapping up. In the final stages.

Fund 72 NC Main Street Solutions Warrenton Brewery Grant – Final closeout documents received from NC Commerce. Final annual report due July 2023.

Fund 67 – NC Neighborhood Revitalization Program – CDBG funds to assist in repairing houses owned by citizens of low or moderate incomes. Preliminary title work completed (legal). NC Commerce has granted an additional \$200,000 in funding due to construction cost increases. Demolition of houses is complete. One of three houses scheduled for delivery has been delayed, unsure of date of delivery.

Fund 68 – Building Reuse Grant – Town awarded \$50,000 from NC Commerce for Warrenton Veterinary Clinic. Job reporting to Commerce and closeout documentation is underway.

Fund 69 – Volkswagen Settlement Grant – Town awarded \$218,000 for new garbage and dump trucks. Utility/dump truck delivered to Town. Certificate of Destruction provided to state. Awaiting final reimbursement from the state.

Fund 71 – Brownfield Grant – This \$300,000 grant will be used to analyze the environmental issues with multiple properties in Warrenton. Phase II being scheduled for several properties in Town. Phase I is continuing on additional properties.

Fund 74 – USDA Community Facilities \$154,488 (trucks) –All three trucks have been delivered.

Fund 75 – USDA Community Facilities \$106,864 (police SUV's) – Two SUV's have been delivered and decals and lights are being installed.

Grant Applications Pending:

FEMA Hazard Mitigation grant – for berm to prevent flooding at WWTP.

- (b) **Tree Ordinance – for update and consideration** – Town Administrator, Robert Davie, presented the updated Tree Ordinance for consideration. After questions were answered and with the recommendation of the Planning Board, Commissioner Young made a motion to approve the ordinance as presented, with a second by Commissioner Coffman. The motion was approved by unanimous vote.
- (c) **Pan Handling Ordinance – for update and consideration** – Town Administrator, Robert Davie, presented the updated ordinance for consideration, noting a minor change that the Board had requested and which would allow for various fund raisers. Commissioner Blalock made a motion to approve the ordinance as presented, with a second by Commissioner Young. The motion was approved by unanimous vote.

New Business

- (a) **IT Services Agreement – for consideration (pending legal review)** – Town Administrator, Robert Davie, presented the IT Services Agreement with VC3, Inc. for consideration. After a brief discussion and questions, Commissioner Blalock made a motion to approve the agreement, with a second by Commissioner Britt. The motion was approved by unanimous vote.
- (b) **Renewal of Frontier Warren Lease Agreements – for consideration-** Town Administrator, Robert Davie, presented the renewal of the lease agreements for Frontier Warren locations at 136 S. Main Street and 140 S. Main Street at the same rate as the previous agreement. Commissioner Fleming abstained from voting due to a conflict of interest. Commissioner Blalock made a motion to approve the renewal agreements, with a second by Commissioner Ayscue. Commissioner Al Fleming recused himself from the vote. The motion was approved by unanimous vote of the remaining board members.

(c) **Proposed Budget Process – for consideration** – Town Administrator, Robert Davie, informed the board of following:

Proposed Budget Process:

- Presentation of draft budget for FY 2023-24 to BOC at the May 8, 2023, regular meeting.
- Presentation of Budget and Budget Ordinance at the June 12, 2023, regular BOC meeting.
- FY 2024-25, not the coming proposed year but the following year, will be a revaluation year and a tax increase will be necessary. It will be the first increase in property taxes in 16 years or in two revaluation cycles.
- Sales tax, once typically one half of the revenue of property taxes may exceed property tax collections altogether in FY 2024-25.
- Property taxes used to offset the entire budget of the police department, but now represent just two thirds of the PD budget

Mayor Gardner suggested that the Finance Committee schedule a budget work session and that other commissioners contact the Town Administrator directly with questions or with items they would like to see in the budget.

(d) **Golden Leaf Grant Application for Storm Water Repairs – for consideration** – Town Administrator, Robert Davie, presented the Golden Leaf Grant Application for Storm Water Repairs for consideration. It was noted that there is no required match from the Town. Commissioner Ayscue made a motion to approve the grant application as presented, with a second by Commissioner Hunter. The motion was approved by unanimous vote.

(e) **Resolution for NCDEQ Grant Applications (WWTP, Stormwater AIA) – for consideration** – Town Administrator, Robert Davie, presented the resolution for NCDEQ Grant Applications for WWTP and Stormwater AIA for consideration. It was noted that there is no required match from the Town. Commissioner Blalock made a motion to approve the resolution for grant applications as presented, with a second by Commissioner Young. The motion was approved by unanimous vote.

(f) **Resolution Adopting Updated WWTP Asset Management Plan – for consideration** – Town Administrator, Robert Davie, presented the resolution Adopting and Implementing the Updated Town of Warrenton's Wastewater Treatment Plant Asset Management Plan for consideration. Commissioner Blalock made a motion to approve the resolution as presented, with a second by Commissioner Britt. The motion was approved by unanimous vote.

(g) **Resolution Adopting Updated CIP for WWTP – for consideration** – Town Administrator, Robert Davie, presented the resolution Adopting the Updated Town of Warrenton's 10-Year WWTP Capital Improvements Plan for consideration. Commissioner Fleming made a motion to approve the resolution as presented, with a second by Commissioner Hunter. The motion was approved by unanimous vote.

Announcements - There were none.

With no further business, the meeting was adjourned.

Budget vs Actual

Town of Warrenton
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Period Ending 4/30/2023

34 FRONTIER WARREN								
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent	
Revenues								
34-335-341 NC IDEA Grant Revenue	5,000	0.00	0.00	0.00	0.00	(5,000.00)		
34-335-344 Contribution from WC to Frontier Warren	10,000	0.00	0.00	0.00	0.00	(10,000.00)		
34-351-362 Frontier Warren Events	500	0.00	0.00	0.00	225.00	(275.00)	45%	
34-351-422 Rent Paid to Town Frontier Warren	42,320	0.00	2,590.00	2,590.00	24,070.00	(18,250.00)	57%	
34-352-363 Donations	0	0.00	0.00	0.00	80.00	80.00		
Revenues Totals:	57,820	0.00	2,590.00	2,590.00	24,375.00	(33,445.00)	42%	
Expenses								
34-405-203 Supplies	900	0.00	162.79	162.79	283.97	616.03	32%	
34-405-250 Lights/Heat/Security	4,250	393.12	330.71	330.71	3,629.49	227.39	95%	
34-405-251 Telephone/Internet	3,500	12.00	306.94	306.94	3,264.40	223.60	94%	
34-405-255 Bldg Maint/Clean Srvs	6,000	3,380.00	50.00	50.00	1,700.00	920.00	85%	
34-405-309 Advertising	1,000	0.00	0.00	0.00	0.00	1,000.00		
34-405-332 Signs below \$5,000	500	0.00	0.00	0.00	0.00	500.00		
34-405-400 Liability Insurance	170	0.00	0.00	0.00	117.50	52.50	69%	
34-405-422 Rent Paid by Town	36,000	3,000.00	3,000.00	3,000.00	33,000.00	0.00	100%	
34-405-499 Miscellaneous	500	0.00	0.00	0.00	0.00	500.00		
Non-Departmental Totals:	52,820	6,785.12	3,850.44	3,850.44	41,995.36	4,039.52	92%	
34-431-700 NC IDEA Grant Expense	5,000	0.00	0.00	0.00	0.00	5,000.00		
Totals:	5,000	0.00	0.00	0.00	0.00	5,000.00		
Expenses Totals:	57,820	6,785.12	3,850.44	3,850.44	41,995.36	9,039.52	84%	
34 FRONTIER WARREN Revenues Over/(Under) Expenses:			(1,260.44)	(1,260.44)	(17,620.36)			

Budget vs Actual

Town of Warrenton
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Period Ending 4/30/2023

37 GENERAL FUND							
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
Revenues							
37-302-301 Ad Valorem Taxes - Current	424,000	0.00	3,489.07	3,489.07	402,372.71	(21,627.29)	95%
37-302-302 Ad Valorem Taxes - Prior Year	8,500	0.00	124.02	124.02	3,274.28	(5,225.72)	39%
37-302-303 Ad Valorem Taxes - all other prior years	8,500	0.00	90.22	90.22	1,925.39	(6,574.61)	23%
37-302-304 Ad Valorem Taxes - Penalties & Interest	3,300	0.00	159.63	159.63	1,938.04	(1,361.96)	59%
37-307-310 Motor Vehicles - Current	41,000	0.00	4,480.00	4,480.00	33,156.70	(7,843.30)	81%
37-320-320 Local Option Sales Tax Monthly	340,000	0.00	28,286.51	28,286.51	213,405.87	(126,594.13)	63%
37-320-321 Annual Refund of Sales Tax the Town paid	33,500	0.00	0.00	0.00	22,519.79	(10,980.21)	67%
37-325-325 Utility Franchise Tax Quarterly	86,000	0.00	0.00	0.00	42,334.74	(43,665.26)	49%
37-325-326 Beer & Wine Tax Annual	3,600	0.00	0.00	0.00	0.00	(3,600.00)	
37-325-328 Refund of Gas Tax paid monthly	1,000	0.00	0.00	0.00	831.87	(168.13)	83%
37-325-329 PD Narcotics Tax	100	0.00	0.00	0.00	0.00	(100.00)	
37-325-330 Solid Waste Disposal Tax Qrly	600	0.00	0.00	0.00	502.46	(97.54)	84%
37-335-335 Powell Bill	24,888	0.00	0.00	0.00	29,013.37	4,125.37	117%
37-345-345 Zone Board of Adj	400	0.00	0.00	0.00	1,800.00	1,400.00	450%
37-345-346 Code Enforcement	2,750	0.00	300.00	300.00	2,200.00	(550.00)	80%
37-351-350 Run Warrenton 5K	2,500	0.00	0.00	0.00	0.00	(2,500.00)	
37-351-353 Landfill Fees Residential	185,088	0.00	15,239.32	15,239.32	154,685.90	(30,402.10)	84%
37-351-355 Cemetery Fees	700	0.00	0.00	0.00	0.00	(700.00)	
37-351-356 Police Rpt Fees	50	0.00	5.00	5.00	90.00	40.00	180%
37-351-357 Court Fees	300	0.00	45.00	45.00	211.50	(88.50)	71%
37-351-360 Cell Tower Rent	62,340	0.00	0.00	0.00	24,255.00	(38,085.00)	39%
37-351-361 Parking/Ordinance Collections PD	250	0.00	0.00	0.00	680.00	430.00	272%
37-351-401 Debt Setoff Landfill	100	0.00	0.00	0.00	79.73	(20.27)	80%
37-365-001 Interest Income	50	0.00	0.00	0.00	49.45	(0.55)	99%
37-365-002 NCCMT Debt Setoff	0	0.00	0.00	0.00	(143.05)	(143.05)	

Budget vs Actual

Town of Warrenton
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Period Ending 4/30/2023

37 GENERAL FUND							
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
Disbursement							
37-365-351 Revitalization Comm	9,500	0.00	480.00	480.00	4,530.00	(4,970.00)	48%
37-365-358 Branded Merchandise for Sale	40	0.00	0.00	0.00	30.00	(10.00)	75%
37-365-370 WWTP 25% of GF Exp	56,781	0.00	0.00	0.00	43,502.12	(13,278.88)	77%
37-365-371 WS 25% of GF Exp	105,308	0.00	0.00	0.00	83,203.92	(22,104.08)	79%
37-365-373 Insurance Proceeds - Police	1,451	0.00	0.00	0.00	1,450.73	(0.27)	100%
37-365-401 Mis/Revenue/License Tags	0	0.00	0.00	0.00	2,142.38	2,142.38	
37-365-410 Interest Investment NCCMT	50	0.00	0.00	0.00	12,975.11	12,925.11	25950%
37-365-501 Misc Revenue POLICE	0	0.00	0.00	0.00	500.00	500.00	
37-381-070 Transfer in from ARP Grant	4,911	0.00	0.00	0.00	4,911.00	0.00	100%
37-381-074 Transfer In from Rural Transformation Grant	24,825	0.00	0.00	0.00	0.00	(24,825.00)	
37-395-396 Apropiated Fund Balance (Budget Only)	111,463	0.00	0.00	0.00	0.00	(111,463.00)	
Revenues Totals:	1,543,845	0.00	52,698.77	52,698.77	1,088,429.01	(455,415.99)	71%
Expenses							
37-401-010 Salary - Full Time	170,397	0.00	13,288.66	13,288.66	139,250.60	31,146.40	82%
37-401-012 Salary - Adm Assistant	51,530	0.00	3,907.20	3,907.20	43,529.20	8,000.80	84%
37-401-020 ER-FICA Taxes	12,686	0.00	1,015.98	1,015.98	10,646.06	2,039.94	84%
37-401-021 ER-FICA Taxes - Adm Assistant	3,928	0.00	298.30	298.30	3,323.38	604.62	85%
37-401-030 ER-Retirement - Orbit	41,917	0.00	3,258.62	3,258.62	34,507.85	7,409.15	82%
37-401-040 ER-Health Insurance	27,516	315.99	2,506.35	2,506.35	27,199.74	0.27	100%
37-401-050 ER-Life Insurance	576	48.00	48.00	48.00	528.00	0.00	100%
37-401-060 ER-Workman's Comp	400	0.00	0.00	0.00	347.97	52.03	87%
37-401-200 Travel Expense	1,100	0.00	93.67	93.67	279.05	820.95	25%
37-401-203 Supplies	5,000	199.80	101.86	101.86	2,853.21	1,946.99	61%
37-401-250 Light, Heat & Security	9,690	1,431.58	439.34	439.34	5,840.34	2,418.08	75%
37-401-251 Telephone & Postage	3,000	432.19	259.03	259.03	2,350.19	217.62	93%
37-401-255 Bldg. Maint/ Clean SVS	6,267	944.33	471.33	471.33	5,290.07	32.27	99%

Budget vs Actual

Town of Warrenton
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Period Ending 4/30/2023

37 GENERAL FUND								
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent	
37-401-256 Bank Fees/ Petty Cash	3,600	0.00	0.00	0.00	2,650.00	950.00	74%	
37-401-295 Training	1,400	0.00	0.00	0.00	0.00	1,400.00		
37-401-301 Computer Maint	3,600	316.75	386.75	386.75	2,400.75	882.50	75%	
37-401-302 Software Support	3,300	61.94	72.97	72.97	2,486.33	751.73	77%	
37-401-304 Website	2,775	0.00	0.00	0.00	412.50	2,362.50	15%	
37-401-306 Awning 25% Fund	500	0.00	0.00	0.00	0.00	500.00		
37-401-307 Special Events	662	0.00	0.00	0.00	661.99	0.02	100%	
37-401-309 Advertising	4,483	0.00	0.00	0.00	4,389.07	93.43	98%	
37-401-310 Dues & Subscriptions	3,000	7.00	136.00	136.00	2,910.00	83.00	97%	
37-401-325 NC Sales/Use Tax Paid (No Tax)	700	0.00	23.82	23.82	310.49	389.51	44%	
37-401-400 Liability Insurance	7,095	0.00	0.00	0.00	5,950.99	1,144.01	84%	
37-401-401 County Tax Collection Svs	8,000	0.00	143.36	143.36	6,515.62	1,484.38	81%	
37-401-405 Audit Expense	10,667	0.00	0.00	0.00	10,666.66	0.34	100%	
37-401-415 Economic Development	54,000	0.00	0.00	0.00	52,276.00	1,724.00	97%	
37-401-420 Attorney Fees	3,500	1,200.00	0.00	0.00	1,200.00	1,100.00	69%	
37-401-497 Sales & Uses Tax Expense	0	0.00	0.00	0.00	20,071.10	(20,071.10)		
37-401-499 Miscellaneous Expense	1,867	0.00	0.00	0.00	1,587.28	279.71	85%	
37-401-801 Town Hall Roof Loan-Principal	5,554	0.00	462.89	462.89	4,559.24	994.76	82%	
37-401-831 Town Hall Roof Loan - Interest Admin	338	0.00	9.37	9.37	163.36	174.64	48%	
37-401-998 Contingency	2,311	0.00	0.00	0.00	0.00	2,310.83		
General Government Totals:	451,358	4,957.58	26,923.50	26,923.50	395,157.04	51,243.38	89%	
37-402-014 Mayor Part Time Salary	1,500	0.00	125.00	125.00	1,250.00	250.00	83%	
37-402-020 ER - FICA TAXES	115	0.00	9.56	9.56	95.60	19.40	83%	
37-402-200 Travel Expense	200	0.00	0.00	0.00	87.29	112.71	44%	
37-402-295 Training	225	0.00	0.00	0.00	0.00	225.00		
37-402-402 Commission offsite meetings	350	0.00	0.00	0.00	350.00	0.00	100%	
Governing Body Totals:	2,390	0.00	134.56	134.56	1,782.89	607.11	75%	
37-405-345 Zoning/Ordinances	10,035	0.00	0.00	0.00	9,999.12	35.88	100%	

Budget vs Actual

Town of Warrenton
5/1/2023 8:59:20 AM

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Period Ending 4/30/2023

37 GENERAL FUND							
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
37-405-407 Branded Clothing Sales	500	0.00	0.00	0.00	0.00	500.00	
37-405-430 Historic District Comm	361	0.00	0.00	0.00	0.00	361.00	
37-405-440 Run Warrenton 5K	2,500	0.00	0.00	0.00	0.00	2,500.00	
37-405-450 Revitalization Comm	7,995	0.00	125.00	125.00	1,883.13	6,111.87	24%
37-405-470 Small Town Maint St	3,705	0.00	1,778.87	1,778.87	3,982.97	(277.97)	108%
Non-Departmental Totals:	25,096	0.00	1,903.87	1,903.87	15,865.22	9,230.78	63%
37-501-010 SALARY FULL TIME	245,128	0.00	16,802.98	16,802.98	195,969.96	49,158.04	80%
37-501-014 Salary - Part Time	31,373	0.00	4,100.00	4,100.00	35,472.42	(4,099.42)	113%
37-501-016 Police Clerical Salary	40,123	0.00	3,086.40	3,086.40	34,500.40	5,622.80	86%
37-501-019 Salary - Over-Time	8,434	0.00	1,671.78	1,671.78	10,105.14	(1,671.14)	120%
37-501-020 ER-FICA Taxes	24,469	0.00	1,947.46	1,947.46	20,949.26	3,519.74	86%
37-501-030 ER - Retirement Orbit	56,063	0.00	4,259.51	4,259.51	45,410.17	10,652.83	81%
37-501-031 ER - 401K 5%	13,191	2,696.25	923.74	923.74	10,303.75	191.00	99%
37-501-040 ER - Health Insurance	39,584	10,280.14	2,478.12	2,478.12	27,845.94	1,457.72	96%
37-501-050 ER - Life Insurance	1,186	0.00	96.00	96.00	1,040.00	146.00	88%
37-501-060 ER - Workman's Comp	6,420	0.00	0.00	0.00	4,209.57	2,210.43	66%
37-501-200 Travel Expense	824	0.00	166.60	166.60	166.60	657.40	20%
37-501-203 Supplies	4,600	536.35	280.27	280.27	3,109.14	954.51	79%
37-501-204 Uniforms	5,070	1,056.88	0.00	0.00	3,514.21	498.91	90%
37-501-205 Equipment & Material	3,500	481.58	172.05	172.05	2,938.78	79.64	98%
37-501-250 Light, Heat & Security	8,908	1,694.60	260.78	260.78	4,719.55	2,493.85	72%
37-501-251 Telephone & Postage	9,770	2,800.33	854.88	854.88	6,952.85	16.82	100%
37-501-252 Fuel	20,000	783.99	2,112.01	2,112.01	19,216.01	0.00	100%
37-501-255 Bldg Maint/Clean Svs	6,004	944.33	471.33	471.33	5,026.40	33.27	99%
37-501-295 Training	2,000	355.00	0.00	0.00	1,373.47	271.53	86%
37-501-301 Computer Maint	5,106	594.50	904.00	904.00	4,483.51	27.99	99%
37-501-302 Software Support	6,740	0.00	0.00	0.00	6,105.29	634.71	91%
37-501-351 Maint & Repair Equip	7,959	2,654.94	520.00	520.00	5,262.16	41.90	99%
37-501-370 2019 Dodge Car 100	2,000	1,085.52	0.00	0.00	856.47	58.01	97%

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37 GENERAL FUND							
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
37-501-371 2017 Dodge Car 200	3,697	800.00	114.48	114.48	2,886.74	10.26	100%
37-501-372 2016 Dodge Car 300	1,900	841.94	0.00	0.00	801.46	256.60	86%
37-501-373 2017 Dodge Car 400	7,673	285.52	2,214.50	2,214.50	6,638.41	749.07	90%
37-501-374 2010 Ford Car 500	1,500	240.33	127.71	127.71	1,035.33	224.34	85%
37-501-375 2008 Ford Car 600	1,500	0.00	0.00	0.00	1,178.54	321.46	79%
37-501-376 2019 Dodge Car 700	2,885	201.66	743.10	743.10	2,487.56	195.78	93%
37-501-400 Liability Insurance	16,952	0.00	0.00	0.00	12,749.62	4,202.38	75%
37-501-415 Police Shots Medical	1,000	0.00	0.00	0.00	45.00	955.00	5%
37-501-433 COP Program	500	0.00	0.00	0.00	500.00	0.00	100%
37-501-436 PD Narcotics Tax/Proceeds	142	0.00	0.00	0.00	141.89	0.11	100%
37-501-499 Miscellaneous	4,660	514.00	98.47	98.47	3,807.07	338.93	93%
37-501-801 Town Hall Roof Loan Principal	5,485	0.00	462.89	462.89	4,559.24	925.78	83%
37-501-802 Police 2017 Cars Loan Principal (USDA)	4,343	0.00	0.00	0.00	4,342.69	0.31	100%
37-501-803 Police Security Camera Loan Principal (USDA)	1,272	0.00	0.00	0.00	1,271.97	0.03	100%
37-501-804 Police 2019 Cars Loan Principal (USDA)	4,681	0.00	0.00	0.00	4,680.60	0.40	100%
37-501-831 Town Hall Roof Loan - Interest PD	183	0.00	9.37	9.37	163.36	19.59	89%
37-501-832 Police 2017 Cars Loan Interest (USDA)	438	0.00	0.00	0.00	437.31	0.69	100%
37-501-833 Police Security Camera Loan Interest (USDA)	61	0.00	0.00	0.00	61.03	0.00	100%
37-501-834 Police 2019 Cars Loan Interest (USDA)	746	0.00	0.00	0.00	745.40	0.60	100%
Police Department Totals:	608,070	28,847.86	44,878.43	44,878.43	498,064.27	81,157.87	87%
37-601-014 Salary - Part Time Code Enforcement	3,042	0.00	290.70	290.70	3,332.62	(290.62)	110%
37-601-020 ER-FICA Taxes	230	0.00	22.25	22.25	204.57	25.43	89%
37-601-252 Fuel/Truck Expense/Insurance	435	0.00	0.00	0.00	0.00	435.00	

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37 GENERAL FUND							
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
37-601-352 Vehicle Maintenance	200	0.00	0.00	0.00	0.00	200.00	
37-601-437 Contract Srvs Fire Protection	70,000	0.00	5,833.33	5,833.33	58,333.30	11,666.70	83%
37-601-475 Donation to Town Fire	1,500	0.00	0.00	0.00	0.00	1,500.00	
37-601-476 Code Enforcement Exp	258	0.00	0.00	0.00	0.00	258.00	
37-601-710 Fire Museum Expense	19,984	0.00	0.00	0.00	19,984.00	0.00	100%
Fire Totals:	95,649	0.00	6,146.28	6,146.28	81,854.49	13,794.51	86%
37-651-330 Christmas Lights/Santa House	1,731	0.00	0.00	0.00	1,730.02	0.98	100%
37-651-331 Haley Haywood Park	725	0.00	0.00	0.00	121.00	604.00	17%
37-651-332 Signs below \$5,000	2,496	825.68	0.00	0.00	1,669.54	0.78	100%
37-651-333 Street Beautification - Below \$5,000	4,563	882.93	0.00	0.00	2,431.25	1,248.82	73%
37-651-335 Street Lighting Electric Bill	23,000	459.12	2,043.95	2,043.95	19,540.88	3,000.00	87%
Signs and Lights Totals:	32,515	2,167.73	2,043.95	2,043.95	25,492.69	4,854.58	85%
37-701-010 Salary - Full Time	57,484	0.00	3,349.50	3,349.50	47,432.62	10,051.38	83%
37-701-014 Salary - Part Time	16,643	0.00	1,217.89	1,217.89	12,422.23	4,220.77	75%
37-701-019 Over-Time	1,299	0.00	0.00	0.00	0.00	1,299.00	
37-701-020 ER-FICA Taxes	5,770	0.00	348.22	348.22	4,565.96	1,204.04	79%
37-701-030 ER - Retirement - Orbit	14,557	0.00	806.18	806.18	10,719.92	3,837.08	74%
37-701-040 ER-Health Insurance	16,687	687.23	1,408.92	1,408.92	15,322.49	677.28	96%
37-701-050 ER-Life Insurance	388	0.00	32.32	32.32	355.52	32.48	92%
37-701-060 ER-Workman's Comp	1,837	0.00	0.00	0.00	1,827.28	9.72	99%
37-701-203 Supplies	3,494	14.29	105.65	105.65	2,503.95	975.76	72%
37-701-204 Uniforms	3,869	492.56	388.85	388.85	3,376.44	0.00	100%
37-701-251 Telephone & Postage	936	0.00	0.00	0.00	594.48	341.52	64%
37-701-252 Fuel	14,097	179.45	1,713.44	1,713.44	10,251.29	3,666.26	74%
37-701-351 Maint & Repair Equip	9,848	0.00	0.00	0.00	9,847.42	0.58	100%
37-701-352 Vehicle Maintenance	7,473	0.00	1,393.08	1,393.08	7,472.10	0.90	100%
37-701-400 Liability Insurance	5,738	0.00	0.00	0.00	4,434.30	1,303.70	77%
37-701-431 Street Debris Disposal	4,100	0.00	0.00	0.00	3,500.00	600.00	85%

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Streets Totals:	164,220	1,373.53	10,764.05	10,764.05	134,626.00	28,220.47	83%
37-710-361 Maint & Repair POWELL BILL	29,699	0.00	0.00	0.00	11,011.00	18,688.00	37%
37-710-405 Audit Expense POWELL BILL	100	0.00	0.00	0.00	0.00	100.00	
Powell Bill Totals:	29,799	0.00	0.00	0.00	11,011.00	18,788.00	37%
37-801-010 Salary - Full Time Sanitation	49,503	0.00	3,807.92	3,807.92	41,750.29	7,752.71	84%
37-801-019 Salary - Over Time Sanitation	692	0.00	0.00	0.00	494.00	198.00	71%
37-801-020 ER - FICA Sanitation	3,840	0.00	284.94	284.94	3,163.66	676.34	82%
37-801-030 ER - Retirement - Orbit Sanitation	9,688	0.00	721.60	721.60	7,976.73	1,711.27	82%
37-801-040 ER - Health Insurance	13,063	1,166.93	1,066.75	1,066.75	11,587.96	308.11	98%
37-801-050 ER - Life Insurance	259	21.36	21.60	21.60	237.60	0.04	100%
37-801-060 Workman's Compensation	4,080	0.00	0.00	0.00	4,059.19	20.81	99%
37-801-203 Supplies	1,000	0.00	0.00	0.00	428.57	571.43	43%
37-801-204 Uniforms	2,309	124.63	237.50	237.50	2,184.37	0.00	100%
37-801-251 Telephone & Postage	516	0.00	0.00	0.00	338.83	177.17	66%
37-801-252 Fuel	4,781	720.95	456.97	456.97	2,779.05	1,281.00	73%
37-801-350 Landfull Fees	20,250	4,192.02	1,429.78	1,429.78	15,807.98	250.00	99%
37-801-352 Vehicle Maintenance	1,000	0.00	214.45	214.45	615.82	384.18	62%
37-801-400 Liability Insurance	4,886	0.00	0.00	0.00	3,628.58	1,257.42	74%
Sanitation Totals:	115,867	6,225.89	8,241.51	8,241.51	95,052.63	14,588.48	87%
37-901-038 Transfer Out to WS for USDA Loan	7,281	0.00	0.00	0.00	7,281.00	0.00	100%
37-901-053 Transfer Out to MS Downtown Red Milano's	11,600	0.00	0.00	0.00	11,600.00	0.00	100%
Transfers Out Totals:	18,881	0.00	0.00	0.00	18,881.00	0.00	100%
Expenses Totals:	1,543,845	43,572.59	101,036.15	101,036.15	1,277,787.23	222,485.18	86%
37 GENERAL FUND Revenues Over/(Under) Expenses:			(48,337.38)	(48,337.38)	(189,358.22)		

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38 WATER / SEWER							
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
Revenues							
38-351-401 Water Sales	801,660	0.00	57,927.94	57,927.94	594,064.98	(207,595.02)	74%
38-351-402 Debt Setoff WATER	78	0.00	0.00	0.00	356.40	278.40	457%
38-351-404 Sewer Services	623,274	0.00	44,045.11	44,045.11	446,438.54	(176,835.46)	72%
38-351-407 Debt Setoff SEWER	42	0.00	0.00	0.00	518.41	476.41	1234%
38-351-408 Town Taps	18,000	0.00	1,500.00	1,500.00	6,360.21	(11,639.79)	35%
38-351-416 Dis/Reconnection Fee	8,972	0.00	232.55	232.55	5,710.78	(3,261.22)	64%
38-351-417 Fire Sprinkler	2,302	0.00	191.94	191.94	1,843.20	(458.80)	80%
38-351-418 Late Fees/Penalty/Cut Off	1,000	0.00	1,173.47	1,173.47	17,262.54	16,262.54	1726%
38-351-419 Returned Check Fee	400	0.00	55.00	55.00	680.00	280.00	170%
38-351-420 Debt Setoff Late Fees/Penalty/Cut Off	55	0.00	0.00	0.00	353.56	298.56	643%
38-365-001 Interest Income	36	0.00	0.00	0.00	30.40	(5.60)	84%
38-365-014 Cash Over and Short (Daily Difference)	4	0.00	0.00	0.00	(0.78)	(4.78)	-20%
38-365-366 Sale of Fixed Assets/Surplus Property	0	0.00	5,155.60	5,155.60	8,860.60	8,860.60	
38-365-410 Interest/investment Income NCCMT	23	0.00	0.00	0.00	6,483.12	6,460.12	28187%
38-365-421 Account Activation Fee	2,400	0.00	225.00	225.00	2,350.00	(50.00)	98%
38-365-851 Misc Revenue WATER	32	0.00	0.00	0.00	0.00	(32.00)	
38-381-037 Transfer In From GF	7,281	0.00	0.00	0.00	7,281.00	0.00	100%
38-381-070 Transfer in from ARP Grant	4,792	0.00	0.00	0.00	4,792.05	0.05	100%
38-395-396 Apropriated Fund Balance (Budget Only)	43,326	0.00	0.00	0.00	0.00	(43,326.00)	
Revenues Totals:	1,513,677	0.00	110,506.61	110,506.61	1,103,385.01	(410,291.99)	73%
Expenses							
38-851-010 Salary Full Time	105,650	0.00	7,977.66	7,977.66	90,286.88	15,363.12	85%
38-851-014 Salary - Part Time	16,987	0.00	1,357.07	1,357.07	14,922.41	2,064.59	88%
38-851-019 Salary Over-Time	7,308	0.00	83.52	83.52	4,167.11	3,140.89	57%

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38 WATER / SEWER							
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
38-851-020 ER-FICA Taxes	9,941	0.00	690.47	690.47	8,008.60	1,932.40	81%
38-851-030 ER - Retirement Orbit	19,774	0.00	1,370.10	1,370.10	15,838.90	3,935.10	80%
38-851-040 ER - Health Insurance WATER	23,979	1,699.56	1,536.62	1,536.62	16,912.19	5,367.25	78%
38-851-050 ER - Life Insurance	500	35.60	35.60	35.60	391.60	72.80	85%
38-851-060 ER - Workman's Comp	1,162	0.00	0.00	0.00	1,162.31	0.00	100%
38-851-200 Travel Expense	215	0.00	0.00	0.00	0.00	215.00	
38-851-203 Supplies	35,000	2,191.92	3,419.99	3,419.99	23,227.88	9,580.20	73%
38-851-204 Uniforms	2,220	295.37	223.81	223.81	1,924.63	0.00	100%
38-851-250 Light & Heat & Security	5,042	860.74	234.15	234.15	4,005.37	175.89	97%
38-851-251 Telephone & Postage	9,436	781.46	609.99	609.99	8,479.59	174.95	98%
38-851-252 Fuel	10,300	2,182.78	739.75	739.75	5,979.99	2,137.23	79%
38-851-255 Bldg. Maint/Clean Svs	3,622	472.17	235.67	235.67	2,494.54	655.62	82%
38-851-260 Electric Tank/Pumps	4,200	1,032.47	66.87	66.87	2,081.60	1,085.93	74%
38-851-296 Continuing Education	1,306	0.00	0.00	0.00	1,305.98	0.02	100%
38-851-301 Computer Maintenance	2,000	161.41	273.63	273.63	1,764.09	74.50	96%
38-851-302 Software Support	9,400	0.00	0.00	0.00	8,797.89	602.11	94%
38-851-305 Technology Upgrades	2,250	0.00	0.00	0.00	309.96	1,940.04	14%
38-851-309 Advertising	265	0.00	0.00	0.00	0.00	265.00	
38-851-310 Dues & Subscriptions	687	275.00	12.50	12.50	411.84	0.16	100%
38-851-313 State Permits	1,250	0.00	0.00	0.00	1,043.75	206.25	84%
38-851-345 Water Tank Contract	18,832	0.00	4,799.80	4,799.80	18,831.35	0.65	100%
38-851-347 Lab Analysis	1,500	190.00	460.00	460.00	1,310.00	0.00	100%
38-851-351 Maint. & Repair Equip	3,000	0.00	0.00	0.00	1,836.45	1,163.55	61%
38-851-352 Vehicle Maintenance	4,205	0.00	437.10	437.10	4,204.15	0.85	100%
38-851-400 Town Liability Insurance	6,980	0.00	0.00	0.00	6,979.71	0.29	100%
38-851-405 Audit Expense	5,334	0.00	0.00	0.00	5,333.34	0.66	100%
38-851-434 WS grant expense	68	0.00	0.00	0.00	68.00	0.00	100%
38-851-448 External Contract	19,423	0.00	5,149.09	5,149.09	19,422.81	0.19	100%
38-851-451 Water Purchase	200,000	0.00	16,124.87	16,124.87	171,948.94	28,051.06	86%

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38 WATER / SEWER								
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent	
38-851-801 Town Hall Roof Loan - Principal	2,743	0.00	231.45	231.45	2,279.64	462.90	83%	
38-851-802 USDA Public Works Trucks - Princ Water	2,651	0.00	0.00	0.00	2,650.22	0.78	100%	
38-851-803 USDA Town Hall/WS Loan Principal	29,244	0.00	0.00	0.00	2,243.50	27,000.00	8%	
38-851-831 Town Hall Roof Loan - Interest Water	92	0.00	4.68	4.68	81.66	10.80	88%	
38-851-833 USDA Town Hall/WS Loan Interest	15,527	0.00	0.00	0.00	1,397.00	14,130.00	9%	
38-851-836 USDA Public Works Trucks - Int Water	267	0.00	0.00	0.00	266.78	0.22	100%	
38-851-896 WS 25% of GF Expense	52,654	0.00	0.00	0.00	41,601.97	11,052.03	79%	
38-851-998 Contingency	1,236	0.00	0.00	0.00	0.00	1,236.36		
Water Totals:	636,251	10,178.48	46,074.39	46,074.39	493,972.63	132,099.39	79%	
38-852-010 Salary - Full Time	105,650	0.00	7,977.66	7,977.66	90,372.89	15,277.11	86%	
38-852-014 Salary - Part Time	16,987	0.00	1,357.07	1,357.07	14,922.42	2,064.58	88%	
38-852-019 Salary - Over Time Sewer	7,308	0.00	390.25	390.25	4,630.69	2,677.31	63%	
38-852-020 ER - FICA Sewer	9,941	0.00	741.08	741.08	8,377.69	1,563.31	84%	
38-852-030 ER-Retirement Orbit	19,774	0.00	1,402.79	1,402.79	15,952.63	3,821.37	81%	
38-852-040 ER-Health Insurance SEWER	17,943	782.07	1,536.93	1,536.93	16,916.71	244.22	99%	
38-852-050 ER-Life Insurance	500	36.24	36.24	36.24	398.64	65.12	87%	
38-852-060 ER-Workman's Comp	1,162	0.00	0.00	0.00	1,162.31	0.00	100%	
38-852-200 Travel Expense	215	0.00	0.00	0.00	0.00	215.00		
38-852-203 Supplies	30,394	2,464.64	3,432.27	3,432.27	26,443.32	1,486.04	95%	
38-852-204 Uniforms	2,220	295.58	223.79	223.79	1,924.42	0.00	100%	
38-852-250 Light & Heat & Security	6,000	957.30	234.14	234.14	3,908.78	1,133.92	81%	
38-852-251 Telephone & Postage	9,153	781.41	540.14	540.14	8,385.72	(14.13)	100%	
38-852-252 Fuel	10,300	2,182.86	809.54	809.54	6,049.71	2,067.43	80%	
38-852-255 Bldg. Maint/Clean Svs	3,622	472.17	235.67	235.67	2,494.55	655.61	82%	
38-852-260 Electric Tank/Pumps	9,000	0.00	1,053.40	1,053.40	8,626.37	373.63	96%	

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38 WATER / SEWER								
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent	
38-852-296 Continuing Education	720	0.00	0.00	0.00	720.00	0.00	100%	
38-852-301 Computer Maint.	2,000	161.42	273.61	273.61	1,764.08	74.50	96%	
38-852-302 Software Support	9,400	0.00	0.00	0.00	8,797.85	602.15	94%	
38-852-305 Technology Upgrades	2,250	0.00	0.00	0.00	234.70	2,015.30	10%	
38-852-309 Advertising	683	0.00	0.00	0.00	326.63	356.37	48%	
38-852-310 Dues & Subscriptions	687	275.00	12.50	12.50	411.83	0.17	100%	
38-852-313 State Permits	1,500	0.00	0.00	0.00	153.75	1,346.25	10%	
38-852-351 Maint & Repair Equip	3,000	0.00	0.00	0.00	1,836.44	1,163.56	61%	
38-852-352 Vehicle Maintenance	4,205	0.00	437.08	437.08	4,204.07	0.93	100%	
38-852-400 Liability Insurance	5,552	0.00	0.00	0.00	5,018.81	533.19	90%	
38-852-405 Audit Expense	5,334	0.00	0.00	0.00	5,333.34	0.66	100%	
38-852-434 WS Grant Expense	68	0.00	0.00	0.00	68.00	0.00	100%	
38-852-435 Purchase of Sewer Services	363,112	0.00	0.00	0.00	247,491.52	115,620.48	68%	
38-852-448 External Contract	17,000	375.00	0.00	0.00	16,360.34	264.66	98%	
38-852-473 WWTP Rehab Annual Payment	25,700	0.00	0.00	0.00	0.00	25,700.00		
38-852-801 Town Hall Roof Loan - Principal	2,743	0.00	231.45	231.45	2,279.64	462.90	83%	
38-852-802 USDA Public Works Trucks - Princ Sewer	2,650	0.00	0.00	0.00	2,650.22	0.00	100%	
38-852-803 USDA Town Hall/WS Loan Principal	29,244	0.00	0.00	0.00	2,243.50	27,000.00	8%	
38-852-804 NCDEQ Unity, Bute & Battle Sewer Rehab Princ Only	14,839	0.00	0.00	0.00	14,387.20	451.80	97%	
38-852-809 John Riggans Easement Pmt	1,000	0.00	0.00	0.00	1,000.00	0.00	100%	
38-852-811 NCDEQ Sewer Rehab Annual Loan- Principal	13,750	0.00	0.00	0.00	13,750.00	0.00	100%	
38-852-831 Town Hall Roof Loan - Interest Sewer	91	0.00	4.68	4.68	81.66	9.36	90%	
38-852-833 USDA Town Hall/WS Loan Interest	15,527	0.00	0.00	0.00	1,397.00	14,130.00	9%	
38-852-836 USDA Public Works Trucks - Int	267	0.00	0.00	0.00	266.78	0.22	100%	

Budget vs Actual

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38 WATER / SEWER								
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent	
Sewer								
38-852-837 NCDEQ Sewer Rehab Annual Loan- Interest	3,025	0.00	0.00	0.00	3,025.00	0.00	100%	
38-852-896 WS 25% of GF Expense	52,654	0.00	0.00	0.00	41,601.95	11,052.05	79%	
38-852-998 Contingency	6,931	0.00	0.00	0.00	0.00	6,930.58		
Sewer Expenses Totals:	834,101	8,783.69	20,930.29	20,930.29	585,971.16	239,345.65	71%	
38-901-039 Transfer Out to WWTP Fund 39	43,326	0.00	0.00	0.00	43,326.00	0.00	100%	
Transfers Out Totals:	43,326	0.00	0.00	0.00	43,326.00	0.00	100%	
Expenses Totals:	1,513,677	18,962.17	67,004.68	67,004.68	1,123,269.79	371,445.04	75%	
38 WATER / SEWER Revenues Over/(Under) Expenses:			43,501.93	43,501.93	(19,884.78)			

Budget vs Actual

Town of Warrenton
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Period Ending 4/30/2023

39 WWTP							
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
Revenues							
39-351-405 Septic Disposal Service	56,940	0.00	6,885.00	6,885.00	54,795.00	(2,145.00)	96%
39-351-470 Town Sewer Revenues	363,112	0.00	0.00	0.00	247,491.52	(115,620.48)	68%
39-351-471 Sewer Revenues - County	194,153	0.00	0.00	0.00	132,331.56	(61,821.44)	68%
39-351-472 Sewer Rev Norlina	213,183	0.00	0.00	0.00	145,302.14	(67,880.86)	68%
39-365-001 Interest Income	2	0.00	0.00	0.00	2.20	0.20	110%
39-381-038 Transfer In from Water/Sewer	43,326	0.00	0.00	0.00	43,326.00	0.00	100%
Revenues Totals:	870,716	0.00	6,885.00	6,885.00	623,248.42	(247,467.58)	72%
Expenses							
39-861-010 Salary - Full Time	186,071	0.00	13,696.26	13,696.26	157,458.03	28,612.97	85%
39-861-014 Salary - Part Time	17,097	0.00	1,397.42	1,397.42	13,683.84	3,413.16	80%
39-861-019 Over-Time	15,869	0.00	1,161.80	1,161.80	7,404.14	8,464.86	47%
39-861-020 ER-FICA Taxes	16,756	0.00	1,147.39	1,147.39	12,655.81	4,100.19	76%
39-861-030 ER - Retirement Orbit	39,040	0.00	2,545.99	2,545.99	28,074.70	10,965.30	72%
39-861-040 ER- Health Insurance	32,198	2,766.14	2,537.69	2,537.69	27,811.26	1,620.60	95%
39-861-050 ER-Life Insurance	625	50.24	50.24	50.24	552.64	22.12	96%
39-861-060 ER-Workman's Comp	2,324	0.00	0.00	0.00	2,259.21	64.79	97%
39-861-200 Travel Expense	500	0.00	0.00	0.00	0.00	500.00	
39-861-203 Supplies	57,000	1,339.09	6,657.76	6,657.76	43,675.64	11,985.27	79%
39-861-204 Uniforms	3,120	456.18	310.00	310.00	2,663.82	0.00	100%
39-861-250 Light, Heat & Security	105,000	12,022.75	9,201.69	9,201.69	88,263.25	4,714.00	96%
39-861-251 Telephone & Postage	9,805	1,016.28	409.18	409.18	8,803.97	(15.25)	100%
39-861-252 Fuel	10,250	3,208.75	761.97	761.97	6,516.48	524.77	95%
39-861-296 Continuing Education	2,000	0.00	0.00	0.00	925.00	1,075.00	46%
39-861-301 Computer Maint.	3,885	354.92	520.48	520.48	3,525.35	4.73	100%
39-861-302 Software Support	4,053	0.00	0.00	0.00	4,052.81	0.19	100%
39-861-305 Technology Upgrades	2,000	0.00	0.00	0.00	234.70	1,765.30	12%
39-861-309 Advertising	1,000	0.00	0.00	0.00	636.50	363.50	64%
39-861-310 Dues & Subscriptions	135	0.00	0.00	0.00	135.33	0.01	100%

Budget vs Actual

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39 WWTP							
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
39-861-318 Freight Charges	1,775	27.62	154.80	154.80	1,746.54	0.84	100%
39-861-342 Maint & Repair Plant	46,930	600.00	0.00	0.00	46,329.40	0.60	100%
39-861-344 Sludge Removal	70,000	8,184.00	9,110.00	9,110.00	52,316.00	9,500.00	86%
39-861-345 Beaver Control	750	0.00	0.00	0.00	0.00	750.00	
39-861-346 Lab Material & Supplies	9,000	0.00	554.30	554.30	7,873.19	1,126.81	87%
39-861-347 Lab Analysis	18,565	3,212.50	1,899.00	1,899.00	15,352.45	0.05	100%
39-861-348 Tar - Pamlico Dues	3,000	0.00	0.00	0.00	2,880.00	120.00	96%
39-861-349 OSHAComp/Safety M&S	1,360	1,125.00	0.00	0.00	174.00	61.00	96%
39-861-352 Vehicle Maintenance	4,469	0.00	203.18	203.18	2,661.16	1,807.84	60%
39-861-400 Liability Insurance	14,624	0.00	0.00	0.00	13,635.22	988.78	93%
39-861-405 Audit Expense	10,667	0.00	0.00	0.00	10,666.66	0.34	100%
39-861-441 Certify Lab Services	1,000	0.00	0.00	0.00	100.00	900.00	10%
39-861-444 Permits & Fees	14,535	1,275.00	825.00	825.00	13,260.00	0.00	100%
39-861-446 Influent Debris Removal	6,042	1,061.30	516.36	516.36	4,951.54	29.16	100%
39-861-810 NCDEQ WWTP Phase 2 Principal	23,607	0.00	0.00	0.00	23,606.60	0.40	100%
39-861-897 WWTP 25% of GF Exp	56,781	0.00	0.00	0.00	43,502.12	13,278.88	77%
39-861-998 Contingency	57	0.00	0.00	0.00	0.00	56.66	
WWTP - Expenses Totals:	791,890	36,699.77	53,660.51	53,660.51	648,387.36	106,802.87	87%
39-901-055 Transfer Out to WWTP Grant	78,826	0.00	0.00	0.00	78,826.00	0.00	100%
Fund 55							
Transfers Out Totals:	78,826	0.00	0.00	0.00	78,826.00	0.00	100%
Expenses Totals:	870,716	36,699.77	53,660.51	53,660.51	727,213.36	106,802.87	88%
39 WWTP Revenues Over/(Under) Expenses:			(46,775.51)	(46,775.51)	(103,964.94)		

Check Listing

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Check Number	Bank	Vendor	Date	Amount
66037	30	CARDNO USA, INC.	04/04/2023	\$10,974.00
66038	30	KERR-TAR REG COUNCIL OF GOV	04/04/2023	\$136.00
66039	30	STEVEN HEWETT	04/04/2023	\$70.99
66040	30	WHITCO TERMITE & PEST CONTROL	04/04/2023	\$50.00
66041	30	AMAZON CAPTIAL SERVICES, INC.	04/05/2023	\$176.86
66042	30	Core & Main	04/05/2023	\$5,871.25
66043	30	HARRIS EQUIPMENT COMPANY	04/05/2023	\$5,149.09
66044	30	UNIFIRST CORPORATION	04/05/2023	\$703.60
66045	30	WARREN AUTO PARTS, INC.	04/05/2023	\$553.48
66046	30	WILSON'S WATER SERVICES	04/05/2023	\$825.00
66047	30	WRIGHT EXPRESS FSC	04/05/2023	\$1,438.48
66048	30	BLUE RIDGE SPRINGS, INC	04/06/2023	\$67.95
66049	30	DOCUMENT SYSTEMS, INC	04/06/2023	\$245.01
66050	30	NC DEPARTMENT OF REVENUE	04/06/2023	\$23.82
66051	30	Spectrum Business	04/06/2023	\$169.98
66052	30	UNITED PARCEL SERVICE	04/06/2023	\$60.00
66053	30	WHITCO TERMITE & PEST CONTROL	04/06/2023	\$100.00
66054	30	WILLIAMS FIRE SPRINKLER	04/06/2023	\$1,014.00
66055	30	BLUE RIDGE SPRINGS, INC	04/10/2023	\$128.05
66056	30	CAROLINA DIGITAL PHONE INC	04/10/2023	\$316.00
66057	30	Community Eye Care	04/10/2023	\$101.40
66058	30	DUKE ENERGY PROGRESS	04/10/2023	\$147.14
66059	30	DUKE ENERGY PROGRESS	04/10/2023	\$1,909.45
66060	30	INVOICE CLOUD, INC.	04/10/2023	\$166.70
66061	30	PITNEY BOWES GLOBAL	04/10/2023	\$97.45
66062	30	USA Bluebook	04/10/2023	\$554.30
66063	30	WARREN AUTO PARTS, INC.	04/10/2023	\$10.21
66064	30	AMAZON CAPTIAL SERVICES, INC.	04/11/2023	\$45.89
66065	30	DOCUMENT SYSTEMS, INC	04/11/2023	\$327.65
66066	30	MERITECH INC	04/11/2023	\$2,359.00
66067	30	NORTH CAROLINA 811, INC	04/11/2023	\$25.00
66068	30	UNIFIRST CORPORATION	04/11/2023	\$421.25

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66069	30	UNITED PARCEL SERVICE	04/11/2023	<u>\$30.00</u>
66070	30	FIRST CITIZENS BANK	04/13/2023	<u>\$3,515.28</u>
66071	30	THE ESTATE OF JOHN THOMAS HARRIS	04/14/2023	<u>\$2,141.67</u>
66072	30	Wash Depot	04/14/2023	<u>\$800.00</u>
66073	30	WRIGHT EXPRESS FSC	04/14/2023	<u>\$2,112.01</u>
66074	30	DRAXIE ELSWICK	04/14/2023	<u>\$81.55</u>
66075	30	AMAZON CAPTIAL SERVICES, INC.	04/17/2023	<u>\$51.21</u>
66076	30	BRIGHTSPEED COMMUNICATIONS	04/17/2023	<u>\$288.99</u>
66077	30	DUKE ENERGY PROGRESS	04/17/2023	<u>\$10,886.63</u>
66078	30	GFL ENVIRONMENTAL	04/17/2023	<u>\$516.36</u>
66079	30	NEWCOMB TECH	04/17/2023	<u>\$1,182.79</u>
66080	30	PETE SMITH TIRE & QUICK LUBE, INC	04/17/2023	<u>\$1,339.10</u>
66081	30	PROFESSIONAL MAIL SERVICES, INC	04/17/2023	<u>\$151.42</u>
66082	30	PROFESSIONAL MAIL SERVICES, INC	04/17/2023	<u>\$457.68</u>
66083	30	SOUTHERN CORROSION, INC.	04/17/2023	<u>\$4,799.80</u>
66084	30	UNUM LIFE INSURANCE COMPANY OF AMERICA	04/17/2023	<u>\$571.16</u>
66085	30	US CELLULAR	04/17/2023	<u>\$585.29</u>
66086	30	Radio Communications Co.	04/17/2023	<u>\$18,167.46</u>
66087	30	United Healthcare	04/17/2023	<u>\$13,751.39</u>
66088	30	Cash	VOIDED 04/18/2023	<u>\$125.00</u>
66089	30	DUKE ENERGY PROGRESS	04/18/2023	<u>\$178.56</u>
66090	30	Ronnie Parrish	VOIDED 04/18/2023	<u>\$1,200.00</u>
66091	30	TIME WARNER CABLE	04/18/2023	<u>\$182.97</u>
66092	30	AMAZON CAPTIAL SERVICES, INC.	04/19/2023	<u>\$957.08</u>
66093	30	CHADWICK INSTRUMENT SERVICE	04/19/2023	<u>\$416.33</u>
66094	30	PETE SMITH TIRE & QUICK LUBE, INC	04/19/2023	<u>\$988.18</u>
66095	30	UNITED PARCEL SERVICE	04/19/2023	<u>\$64.80</u>
66096	30	WARREN COUNTY PUBLIC WORKS	04/19/2023	<u>\$1,429.78</u>
66097	30	WATER GUARD, INC.	04/19/2023	<u>\$5,487.81</u>
66098	30	DUKE ENERGY PROGRESS	04/24/2023	<u>\$384.67</u>
66099	30	MOBILE COMMUNICATIONS AMERICA	04/24/2023	<u>\$1,450.73</u>
66100	30	NEILL M. SINGLETARY	04/24/2023	<u>\$370.00</u>

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66101	30	PETE SMITH TIRE & QUICK LUBE, INC	04/24/2023	<u>\$122.20</u>
66102	30	TIME WARNER CABLE	04/24/2023	<u>\$117.97</u>
66103	30	WARREN AUTO PARTS, INC.	04/24/2023	<u>\$13.17</u>
66104	30	ANDREA SHANNON	04/25/2023	<u>\$20.00</u>
66105	30	FLEMING INVESTMENT COMPANY	04/25/2023	<u>\$3,000.00</u>
66106	30	GOVCONNECTION, INC.	04/25/2023	<u>\$183.66</u>
66107	30	GRANVILLE FARMS, INC.	04/25/2023	<u>\$8,610.00</u>
66108	30	HUMANA SPECIALTY BENEFITS	04/25/2023	<u>\$29.38</u>
66109	30	MOBILE COMMUNICATIONS AMERICA	04/25/2023	<u>\$160.13</u>
66110	30	PETE SMITH TIRE & QUICK LUBE, INC	04/25/2023	<u>\$132.42</u>
66111	30	PICTURESQUE HOMES LLC	04/25/2023	<u>\$300.00</u>
66112	30	FRONTIER NATURAL GAS	04/27/2023	<u>\$58.66</u>
66113	30	FRONTIER NATURAL GAS	04/27/2023	<u>\$124.91</u>
66114	30	MUNICIPAL INSURANCE TRUST	04/27/2023	<u>\$856.99</u>
66115	30	PRUDENTIAL RETIREMENT	04/27/2023	<u>\$1,312.74</u>
66116	30	WRIGHT EXPRESS FSC	04/27/2023	<u>\$1,576.26</u>
66117	30	AMAZON CAPTIAL SERVICES, INC.	04/27/2023	<u>\$68.99</u>
66118	30	COLUMBIAN MUTUAL LIFE INS CO	04/27/2023	<u>\$37.20</u>
66119	30	DUKE ENERGY PROGRESS	04/27/2023	<u>\$63.79</u>
66120	30	FRONTIER NATURAL GAS	04/27/2023	<u>\$111.22</u>
66121	30	INFORMATION TECHNOLOGY SERVICE	04/27/2023	<u>\$164.09</u>
66122	30	KING'S FITNESS & NUTRITION CENTER	04/27/2023	<u>\$330.00</u>
66123	30	TAR HEEL TIRE SALES/SERVICE	04/27/2023	<u>\$6.41</u>
66124	30	UNIFIRST CORPORATION	04/27/2023	<u>\$701.46</u>
66125	30	WARREN COUNTY PUBLIC UTILITIES	04/27/2023	<u>\$16,124.87</u>
66126	30	ADA LEE TOWNES	04/28/2023	<u>\$62.16</u>
66127	30	AMAZON CAPTIAL SERVICES, INC.	04/28/2023	<u>\$18.78</u>
66128	30	BINACA ALSTON	04/28/2023	<u>\$95.55</u>
66129	30	GRANVILLE FARMS, INC.	04/28/2023	<u>\$500.00</u>
66130	30	JAMES ALEXANDER	04/28/2023	<u>\$148.75</u>
66131	30	JOSEPH ALEXANDER ELAM	04/28/2023	<u>\$43.80</u>
66132	30	KORY CAMELIA EPPS	04/28/2023	<u>\$45.55</u>

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Check Number	Bank	Vendor	Date	Amount
66133	30	MOBILE COMMUNICATIONS AMERICA	04/28/2023	<u>\$23,630.26</u>
66134	30	NORTH WARR. BAPTIST CHURCH	04/28/2023	<u>\$45.00</u>
66135	30	PETE SMITH TIRE & QUICK LUBE, INC	04/28/2023	<u>\$2,725.78</u>
66136	30	PITNEY BOWES GLOBAL	04/28/2023	<u>\$223.16</u>
66137	30	SHANTAE R JONES	04/28/2023	<u>\$95.55</u>
66138	30	TRACI D.R. HARGROVE	04/28/2023	<u>\$12.73</u>
66139	30	TRINITY INVESTMENTS I	04/28/2023	<u>\$19.96</u>
66140	30	VERIZON WIRELESS	04/28/2023	<u>\$320.08</u>
66141	30	WALTER GARDNER	<div style="background-color: red; color: white; padding: 2px;">VOIDED</div> 04/28/2023	<u>\$93.67</u>
66142	30	ROBERT DAVIE	04/28/2023	<u>\$93.67</u>
106	Checks Totaling -			\$171,305.67

Totals By Fund

	Checks	Voids	Total
34	\$3,850.44		\$3,850.44
36	\$4,283.60		\$4,283.60
37	\$31,654.29	\$1,418.67	\$30,235.62
38	\$46,316.83		\$46,316.83
39	\$35,071.73		\$35,071.73
71	\$10,974.00		\$10,974.00
74	\$22,136.08		\$22,136.08
76	\$17,018.70		\$17,018.70
Totals:	\$171,305.67	\$1,418.67	\$169,887.00

Memo

To: Town Commissioners
From: Bill Perkinson
CC: Mayor, Town Administrator
Date: May 3, 2023
Re: April 2023 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 camera/locating equipment. (4) Purchase water main valve exercising equipment.
- **Completed Water and Sewer System Maintenance/Repair Related Information:** (1) Emergency Repair. F and M Mobile Home Park. Repaired major leaks at the intersection of two 4-inch water mains. Contractor: Harris Equipment Company (Labor and Mobilization - \$3,839.69, Materials - \$1,309.40).

Total cost for Maintenance and Repair Equipment (Account No. 38-851-351 & 38-852-351) - \$00.00

Total cost for External Contract Maintenance and Repair (Account No. 38-851-448 & 38-852-448) - \$5,149.09

Streets and Sanitation

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

Memo

To: Town Commissioners
From: Bill Perkinson
CC: Mayor, Town Administrator, Warren County Director of Public Works, Norlina Director of Public Works
Date: May 3, 2023
Re: April 2023 Monthly Activity Report for WWTP

- **Pending Equipment Repairs:** **(1)** Effluent filter controls – Safety issue - Replace cylinders and control mechanism for valves located in pit area of filter building. **(2)** Sand blast and refinish site metal structures. **(Estimated Cost – Refinishing remaining structures - \$58,000)**
- **Completed Plant Maintenance/Repair Related Information:** No Repair Expense to report.

Total cost for Repairs (Account No. 39-861-342) - \$00.00

- **Plant Discharge Quality:** Our discharge quality remained good throughout the entire month; 22.43 million gallons were treated.



Warrenton Police Department

Monthly Summary

CAPTURED

Wednesday, April 27, 2023, Marion Andrew Anderson was arrested by Raleigh PD on Drug and weapon charges (see attached) and is now in the Wake County Jail under NO BOND.

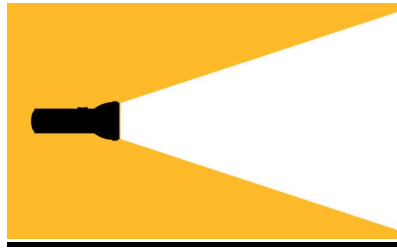
12/8/2022- Mr. Anderson was charged with **Robbery w/ a Dangerous Weapon / Assault by Pointing a Gun / Larceny from the Person** after he held up a cashier at Warrenton Walgreens, making off with \$650 cash. As a result, he was placed in the National Crime Information Center Database (NCIC), which alerts any responding officers when the suspect's name is run through a 911 center.

Cop Stops

4/8/2023 -Runaway Vehicle Officer Tharrington was dispatched to Speedway for a report of a hit and run. On his arrival, he located the truck owner, the victim (V1), who told Tharrington that a white Chrysler with white wheels came down the parking lot of Dollar Tree, went past the ATM, over the curbing and hill of grass into Speedway's parking lot, striking V1's truck, causing minor damage to the wheel and tire. It was later discovered that the victim (V1) had actually witnessed the owner of the white Chrysler running towards his runaway vehicle, shouting, "I don't have a license! I'm just gonna drive away!" and the victim shouted back, "Do what you want, but I'm reporting this!" Through Officer Tharrington's investigation, he was able to locate the owner of the runaway vehicle and has taken out a Criminal Summons for Hit and Run-Failure to Stop at the Scene of the Crash.

4/17/2023 -DWI Sgt. Oakley stopped a car for running the stop sign at Academy, and N Main St. During the stop, suspicion was raised that the driver might be intoxicated. After a few moments of dealing with the driver and having him do the field sobriety tests, it was determined that he was intoxicated and advised that he was being placed under arrest. At that time, the passenger jumped out of the car and fled on foot, prompting the driver to flee. Sgt. Oakley chased the driver on foot while requesting WCSO assistance searching for the suspects. The driver had already provided his name and date of birth; therefore, Sgt. Oakley went to the Magistrate's Office to take out charges for DWI, Resist, Delay or Obstruct, Reckless Driving, Failure to Stop at a Duly Erected Stop Sign, Driving While License Revoked, and Property Damage >\$200.

4/17/2023 -Warrant Service Sgt. Oakley was asked by the Sheriff's Office to assist in serving a high-risk warrant. Due to a lack of manpower, the sheriff's office had Det. Hicks, and two deputies that were currently on duty, Wiggins and Brown. The four of them went to Norlina, located the suspect, and placed him into the custody of the Sheriff's office without incident.



Officer Spotlight

Officer Tharrington – Assisted an elderly lady who had walked to the PD from Graham Street; she had locked herself out of her house. Officer Tharrington drove her back to her residence and checked all the doors and windows, but everything was secure. She thought she might have a spare key in the shed. Hence, Officer Tharrington attempted to get in through a window, but after realizing that he would have to commit to falling face-first onto the floor; he decided to ask if she was 100% sure there was a key in the shed; she was not.

At this point, Officer Tharrington decided he would try to find another way. He noticed that the padlocked door on the shed had three hinges that required only a screwdriver to remove. After getting into the shed, there was no spare key, so he screwed the door back into place and started to look again to gain entry into the house. One last look at the back door revealed that the doorknob looked slightly off. Sure enough, it appeared to have been installed incorrectly and was difficult to open; he explained this to the homeowner and showed her how to get the door to open.

Officer Tharrington then told her to call the WPD if she had any future issues. She was very thankful for Officer Tharrington's help and was grateful that Warrenton had "such good officers."

Officer Greene – A citizen found a purse in the roadway as he was traveling through Macon and gave it to Officer Greene, who looked at the purse's contents, trying to identify the owner. After several calls to credit cards etc., he was able to get in touch with the owner. They arranged a time to meet at Speedway, and just over two hours after the purse was found, it was returned to the owner.

Interesting Bits

Barbara Koehn received her certificate on August 11, 2022, for completion of the **FBI's Criminal Justice Information Services Division, National Incident-Based Reporting System Training Program, NIBRS.**

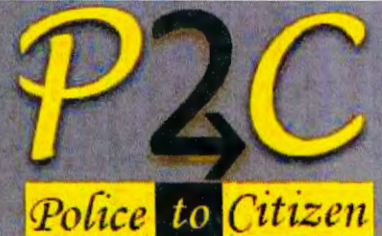
The Summary Reporting System (SRS) was used from the 1930s to 2021; it collected data under a hierarchical rule that reported **only** the most severe offense in an incident; however, most crimes committed include additional offenses. With NIBRS, **there is no hierarchy rule**. This allows for multiple crimes to be documented per incident. In addition, the ability to provide circumstances and context for crimes, like location, time of day, and whether the incident was cleared, provides a more accurate view of crime.

WPD has been reporting ALL crime stats to the FBI since 2007





Wake County Sheriff's Office



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[DAILY BULLETIN](#) [COMMENDATION / COMPLAINT](#) [CONTACT US](#)

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INMATE DETAIL

Name:	ANDERSON, MARION ANDREW	
Age:	25 YEARS OLD	
Race / Sex:	BLACK / MALE	
Arrest Date:	4/27/2023	
Release Date:		
Next Court Date:	5/18/2023	

Charge	Status	Docket #	Bond Amount
ROBBERY WITH DANGEROUS WEAPON	AWAITING TRIAL	22CR362861	NO BOND
ASSAULT BY POINTING A GUN	AWAITING TRIAL	22CR362861	NO BOND
LARCENY FROM THE PERSON	AWAITING TRIAL	22CR362861	NO BOND
IDENTITY THEFT	AWAITING TRIAL	23CR292037	SECURE BOND \$0.00
FELONY POSSESSION SCH II CS	AWAITING TRIAL	23CR292037	SECURE BOND \$0.00
PWMSD COCAINE	AWAITING TRIAL	23CR292037	SECURE BOND \$150,000.00
M/S/D/P CS W/N 1000FT OF PARK	AWAITING TRIAL	23CR292037	SECURE BOND \$0.00
POSSESSION OF FIREARM BY FELON	AWAITING TRIAL	23CR292038	NO BOND
CARRYING CONCEALED GUN(M)	AWAITING TRIAL	23CR292037	SECURE BOND \$0.00
OTHER - FREE TEXT - (DO NOT USE FOR OFA)	AWAITING TRIAL	22CR362861	NO BOND

Total Bond Amount: NO BOND

- WPD Charges - Walgreens DCA#22-02918
- Raleigh PD charges on 4/27/23

Activity Log Event Summary (Cumulative Totals)

Warrenton Police Department

(04/01/2023 - 04/30/2023)

<No Event Type Specified>	1	911 Hang-up	5
Accident	4	Alarm Activation	17
Animal Complaint	2	Arrest	1
Assist Elderly/Lost person	2	Assist Fire Dept	2
Assist Motorist	1	Assist Other Department	4
Assist WC EMS	16	Assist WCSO	26
Careless and Reckless Driving	1	Check Station/ Checkpoint	1
Communicating Threats	2	Complaint	3
Crime Alert-information from other agency	1	Dispute	1
Disturbance	4	Domestic	6
DWI	1	Escort	7
Follow up Investigation	5	Foot Patrol	10
Found Property/Item	1	Fraud	3
Funeral Escort	2	Injury to Personal Property	1
Investigation and/or Interview	1	Juvenile Issues	1
Larceny	2	Medical / Person Hurt or Sick	1
Mental Patient	2	Non Law Enforcement Issue	1
Open Door (Business)	1	Ordinance Violation	3
Other	1	Parking Violation	16
Patrol	53	Property Check – Business	69
Property Check – Residential	1	Public Awareness Event	2
Suspicious Person / Vehicle	13	Talk with Officer	18
Traffic Control	1	Traffic Stop	37
Trespassing	3	Vehicle Lockout	1
Vehicle Pursuit	1	Warrant	1
Welfare Check	3		

Total Number Of Events: 362

Traffic Stop Summary

Warrenton Police Department

(04/01/2023 - 04/30/2023)

Total Number of Traffic Stops	35	Driver Arrested?		Basis for Search	
		Yes	1	Erratic/Suspicious Behavior	1
		No	34	Informant's Tip	0
Initial Purpose of Traffic Stop		Passenger(s) Arrested?		Observation of Suspected Contraband	0
Checkpoint	3	Yes	0	Other Official Information	0
Driving While Impaired	0	No	35	Suspicious Movement	1
Investigation	1	Officer(s) Encountered Physical Resistance From Driver/Passenger(s)?		Witness Observation	0
Other Motor Vehicle Violation	2	Yes	1	Vehicle Searched?	
Safe Movement Violation	2	No	34	Yes	1
Seat Belt Violation	0	Officer(s) Engaged in Use of Force Against Driver/Passenger(s)?		No	0
Speed Limit Violation	8	Yes	0	Driver Searched?	
Stop Light/Sign Violation	8	No	35	Yes	0
Vehicle Equipment Violation	7	Officer(s) Injured as a Result of the Stop?		No	1
Vehicle Regulatory Violation	4	Yes	0	Passenger Searched?	
Driver's Age		No	35	Yes	0
Under 18	0	Driver Injured as a Result of the Stop?		No	1
18 to 29	11	Yes	0	Personal Effects of the Driver/Passenger(s) Searched?	
30 to 39	4	No	35	Yes	0
40 and Older	20	Passenger(s) Injured as a Result of the Stop?		No	1
Driver's Race		Yes	0	Contraband Found as Result of Search?	
White	11	No	35	Yes	0
Black	24	Vehicle/Driver/Passenger(s) Search Initiated Subsequent to the Traffic Stop?		No	1
Native American	0	Yes	0	Contraband Found	
Asian	0	No	35	Drugs	0
Other	0	Type of Search		Alcohol	0
Driver's Sex		Consent	0	Money	0
Male	20	Search Warrant	0	Weapons	0
Female	15	Probable Cause	1	Other	0
Driver's Ethnicity		Search Incident to Arrest	0	Property Seized as Result of Search?	
Non-Hispanic	33	Protective Frisk	0	Yes	0
Hispanic	2	Enforcement Action Taken as a Result of the Traffic Stop		No	0
Citation Issued	11			Property Seized	
No Action Taken	0			Motor Vehicle	0
On-View Arrest	1			Personal Property	0
Verbal Warning	19			Other Property	0
Written Warning	4				

Traffic Stop Summary

Warrenton Police Department

(04/01/2023 - 04/30/2023)

Searched Passenger's Age

Under 18	0
18 to 29	0
30 to 39	1
40 and Older	0

Searched Passenger's Race

White	0
Black	1
Native American	0
Asian	0
Other	0

Searched Passenger's Sex

Male	1
Female	0

Searched Passengers's Ethnicity

Non-Hispanic	1
Hispanic	0



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 April 2023 – Action Items Checklist

1. Execute annexation resolution, file copy of resolution with Register of Deeds, update Ordinance Book as addition to Table 1. (cont.)
 - ✓ Done for Hayley Haywood property. Mayor reviewing other annexed properties.
2. Update zoning map with changes to Holland Bland Road (Michael Bernstein parcel). Prepare zoning map for update with BOC. (cont.)
3. Update ordinances with Bar and Adult additions. Add Meter Tampering ordinance to master copy of ordinances. Strike “private or” and add “where” to Parking Oversized Vehicles ordinance and add to master copy of ordinances. After legal review, update ordinances with Pan Handling, Axe Throwing, Tethering, Tree additions, 51.0432 Availability Fees.
4. Inform nuisance properties of violations and final notice
 - ✓ First notice of violations sent.
5. Edit Commissioner Hunter’s two changes to March minutes.
 - ✓ Done
6. Work with Commissioner Hunter on Finance Committee meeting
 - ✓ Done
7. Execute resolutions with Mayor’s signature, forward to Town Engineer
 - ✓ Done
8. Execute agreement with IT support provider VC3
 - ✓ In progress
9. Renew agreements on Frontier Warren
 - ✓ In progress

PROPOSED BUDGET

FISCAL YEAR 2023-2024



Town Administrator and Budget Officer

Governing Board, Senior Staff and Mission

Mayor: Walter M. Gardner, Jr. (Term expires 12/25)
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 (12/25)
Home Address: PO Box 281, Warrenton, NC 27589
Email Address: m.hunter@warrenton.nc.gov

Commissioner: Jason Young (12/25)
Home Address: PO Box 281, Warrenton, NC 27589
Email Address: j.young@warrenton.nc.gov

Commissioner: Aaron Ayscue (12/25)
Home Address: PO Box 281, Warrenton, NC 27589
Email Address: a.ayscue@warrenton.nc.gov

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: Al Fleming (12/23)
Home Address: PO Box 281, Warrenton, NC 27589
Email Address: alfleming220@gmail.com

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

Senior Staff

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

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 understanding and capitalizing on a variety of histories while engaging the future.

In the most recent goal setting workshop, the Board identified top priorities for the Town:

Maintain Small Town Charm

1. Continue implementing streetscape plan, incorporating main street ideas, and incorporating underground utilities.
2. Engage a part-time marketing and promotional person to coordinate a merchants’ association, create and schedule coordinated events and take on events at Frontier Warren. Incorporating an investigation into wayfinding and coordination of colors of paint for the central business district.

Keep Business District Active

1. Continue revitalization of downtown business district
2. Discourage building neglect and encourage property improvements
3. Develop S. Main Parking lot – behind Nationwide Insurance
4. Continue grocery store recruitment

Keep Young People Excited about Living in Warrenton

1. Downtown activities at night (events person)
2. Trails and parks, continue implementing bi/ped plan inside ETJ
3. Events tailored to younger population (events person)

Increase Prosperity and Vibrancy

1. Recruit and secure downtown housing, urgent care and grocery store
2. Market Frontier Warren

Understand and Capitalize on a Variety of Histories While Engaging in the Future

1. Improve level of engagement in community heritage projects, such as Plummer Hook and Ladder Fire Museum, All Saints Episcopal Church.
2. Investigate equity training with an eye toward reviewing town policies. Begin on positive note with all town is doing at present to support minorities.

Budget Summary

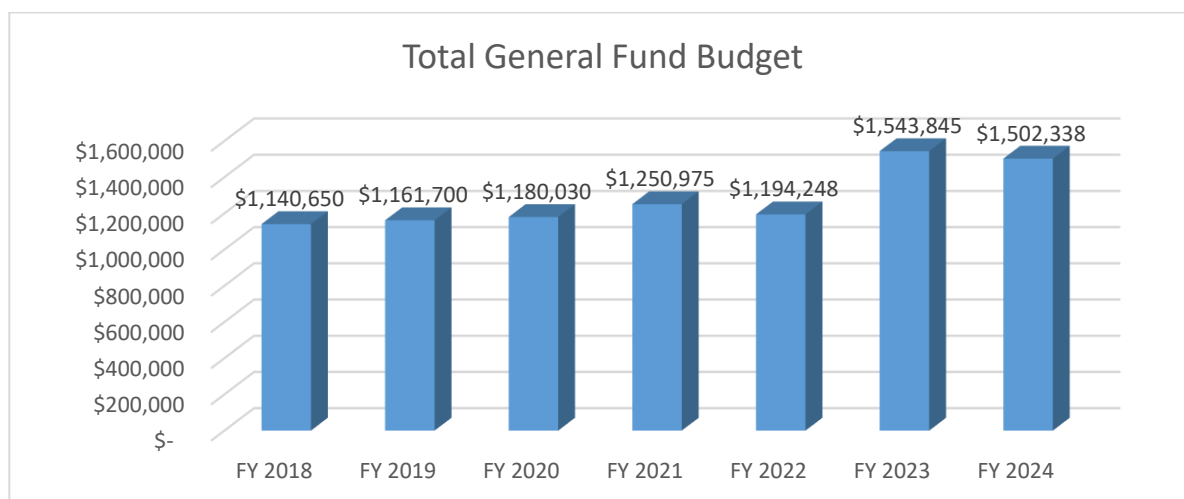
Honorable Mayor and Members of the Warrenton Board of Commissioners,

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 2023-2024 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 14, 2023, at 6:45 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 FY 2023-2024 budget for the Town of Warrenton. The General Fund budget is proposed to be \$1,502,338 which represents an increase of \$20,293 from the FY 2022-23 budget after deducting out a special one-time appropriation of \$50,000 for municipal parking. (It is also important to note that ARP funds have slightly skewed the current General Fund Budget.) Despite paying attention to areas for identifiable savings, the primary causes for the rise in operating costs are inflation in cost of goods and services and a cost-of-living increase. For the first time in over fourteen years there is a planned increase in ad valorem taxes.

In Enterprise Fund 38 an increase is also shown in the amount of \$17,543, primarily due to inflation, costs of goods, and Cost of Living Adjustments (COLAs) for employees and reflects an increase in revenue from changes to accessibility fees. Enterprise Fund 39 also shows an increase of \$56,742, again due to inflation, cost of electricity, insurance, contribution to General Fund and COLAs even with a slight decrease in Warrenton's percentage out of the three partners. Fund 34 for Frontier Warren shows a significant decrease of \$11,950, from reduced utility payments.

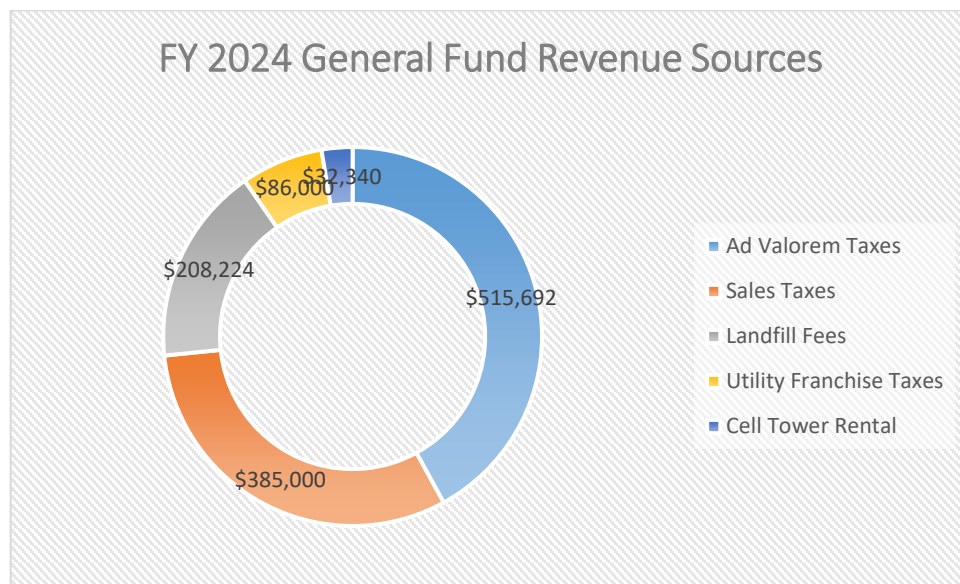
General Fund



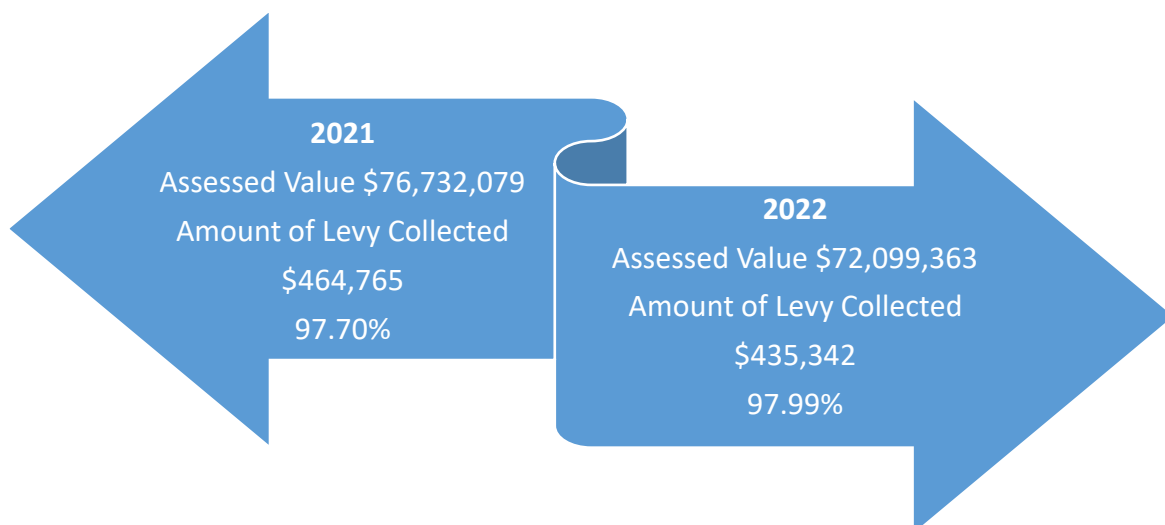
- The budget as usual contains increases for health insurance. The Town continues to provide information to insurance brokers to receive competitively priced health premiums.
- The NC League of Municipalities' Cost of Living Adjustment (COLA) survey for 2022-23 showed that 75% of municipalities with a population of less than 2500 had budgeted a Cost of Living Adjustment of an average 4.7% for employees. The Town increased wages by 2% in FY 2022-23, by comparison, for employees already above the minimum salary point of their respective grades. However, demographic forces at work country-wide are creating a competitive job environment requiring the Town to closely monitor salaries in order to retain its highly qualified employees. Because inflation has averaged 6.75% over the last two years and at the recommendation of the Finance Committee, there is a planned increase in salaries for FY 2023-24 of 3%. It is important to point out changing demographics. Expert demographers indicate that each year approximately 400,000 more persons leave rather than enter the work force, due to the retiring of the baby-boom generation. Demographers predict shortages of labor for the next ten to fifteen years.
- The State Retirement System has raised matching contributions from municipalities from 12.10% to 12.85% for the coming fiscal year. In addition, the Town is obligated to pay 6.85% of total salaries towards the Town's retirement liability. Eleven years remain on the retirement liability obligation.
- Contributions to the Warrenton Rural Fire Department remain unchanged as the Town is in its fifth 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 an estimated \$894,863 which is 59% of General Fund expenditures. This fund balance is expected to decrease substantially in the current year due to the purchase of real property, legal fees, etc. and not expected to increase in the upcoming year.
- There are planned increases in fees charged by the Town, for a variety of services including fire inspections, solid waste collections, occupancy, special use permits and Historic District Commission Certificates of Appropriateness.
- The budget includes a continuation of the Frontier Warren project (Fund 34), which has been a partnership with Warren County and Research Triangle Foundation. The County committed to two years of funding and will not continue financial support going forward. Staff plan to seek grant funding from USDA with an RDBG grant application in February 2024 for ongoing operations.
- The Town received its second tranche of ARP grant funds in July 2022 and retains approximately \$32,000 of unspent or unassigned funds out of a total received of \$264,000.
- There is no planned contribution of \$10,000 to the Plummer Hook & Ladder Museum non-profit organization.

HIGHLIGHTS:

- ***Inflationary pressures are creating cost increases in a variety of areas.***
- ***Demographic changes and the retiring of baby boomers is creating a very competitive job market.***



Projected ad valorem revenues for FY 2023-24 reflect a 3% increase in the tax rate. The Town is dependent on the County for tax collection and tax valuations. The impact of the 2020 Census on sales tax revenues has been a positive one, increasing revenues an estimated \$36,000 over the prior year. This increase will only last as long as the Town continues to grow in population relative to the County and other municipalities. Rental income from T-Mobile Communications for cellular antenna did not materialize as anticipated in 2022-23. However, the Town remains hopeful that a partially signed contract will eventually be fully executed. Due to climbing interest rates, interest income has increased from several hundred dollars to almost \$10,000 in the current year and is projected to reach \$20,000 in the upcoming FY. Fee income is expected to increase by \$26,000 with \$23,000 of the total from an increase in the solid waste fee. Other revenues are expected to remain constant overall.



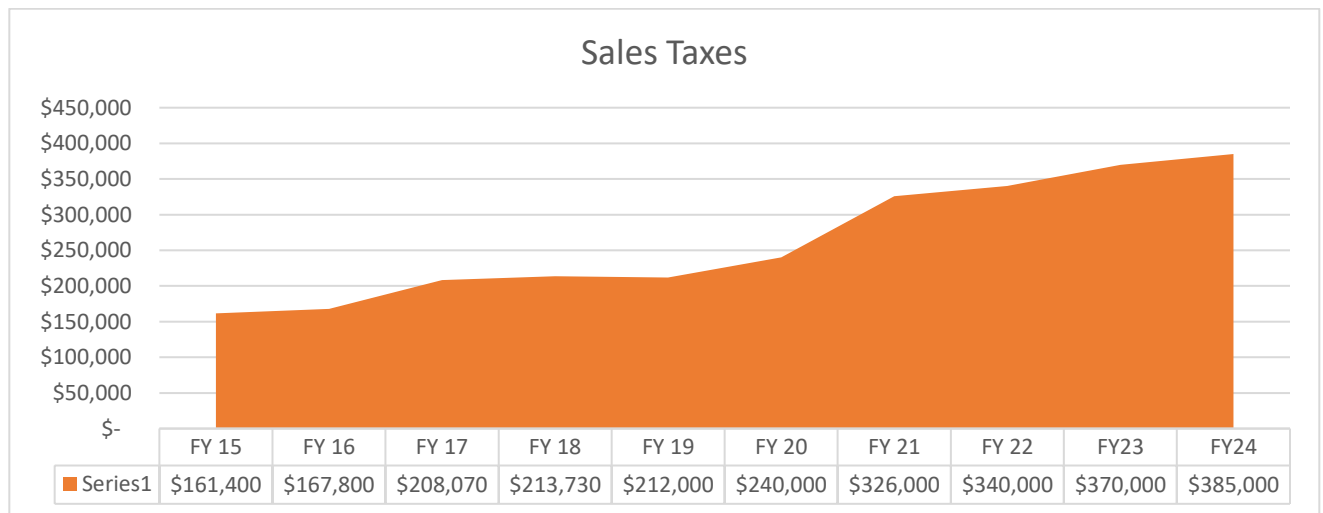
Property tax revenue is the primary source of general fund revenues providing not quite one third of total revenues and a total amount of \$473,669, based on the ad valorem rate of 68 cents per \$100. The upcoming year is not a tax revaluation year and total taxable property values have not increased in the last year. But, as more buildings and homes are renovated and the Town's overall business climate continues on its current path of growth, increases in total value should increase. The property tax collection rate is 98.51% which is slightly improved from 97.99% in the prior fiscal year. Automobile taxes, as administered by the State, are expected to rise by 2.5%. Revenue collected for utility properties is expected to remain constant. The figures below reflect annual tax bases and tax rates for the most recent twelve years.

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
FY 2022	\$72,099,363	0.65
FY 2023	\$76,177,886	0.65
FY 2024	\$76,177,886	0.68

Tax Calculations

2023 - 2024	Assessed Value	Assessed Rate	Tax Rev Assessed	Collection Rate	Expected Revenue
Real & Personal Property	\$ 66,676,034	0.0068	\$453,397	98.51%	\$446,641
Vehicles	\$ 6,179,869	0.0068	\$42,023	100%	\$42,023
Utility Property	\$ 3,974,746	0.0068	\$27,028	100%	\$27,028
Total Revenue	\$ 76,177,886	0.0068	\$522,448		\$515,692

The second largest source of governmental fund revenue is sales tax. Sales tax revenues are now approaching total ad valorem revenue, as property taxes have remained unchanged for 14 years. The general trend for sales taxes is one of increasing revenues and that trend has continued beyond the COVID-19 pandemic and into the subsequent inflationary period. Given the special economic circumstances it is difficult to predict sales tax revenues. However, one reliable impact on sales tax revenue is the increase in Warrenton's population relative to the county and other municipalities in the county. Warrenton's population remained stable while populations elsewhere dropped, thereby increasing Warrenton's percent share of the sales taxes. The budget projects sales tax revenues to increase by \$15,000 over actual receipts in 2023, which given recent reports of flat consumer spending, may be an optimistic estimate.



Other important sources of revenue generated at the state level are Utility Franchise Taxes and Motor Vehicle Taxes estimated at \$86,000 and \$42,023 respectively, static for Utilities and up 2.5% for Motor Vehicles year over year. Important sources of revenue that are generated locally include landfill fees of \$208,000, up \$23,000 over \$185,000 due to the proposed \$4 per month increase in the solid waste fee, and cell tower rental fees of \$31,170 which are unchanged over the previous year. Should the T-Mobile contract come into effect cell tower rental revenues would double. Minor sources of revenue will remain at a relatively constant level in FY 2023-24.

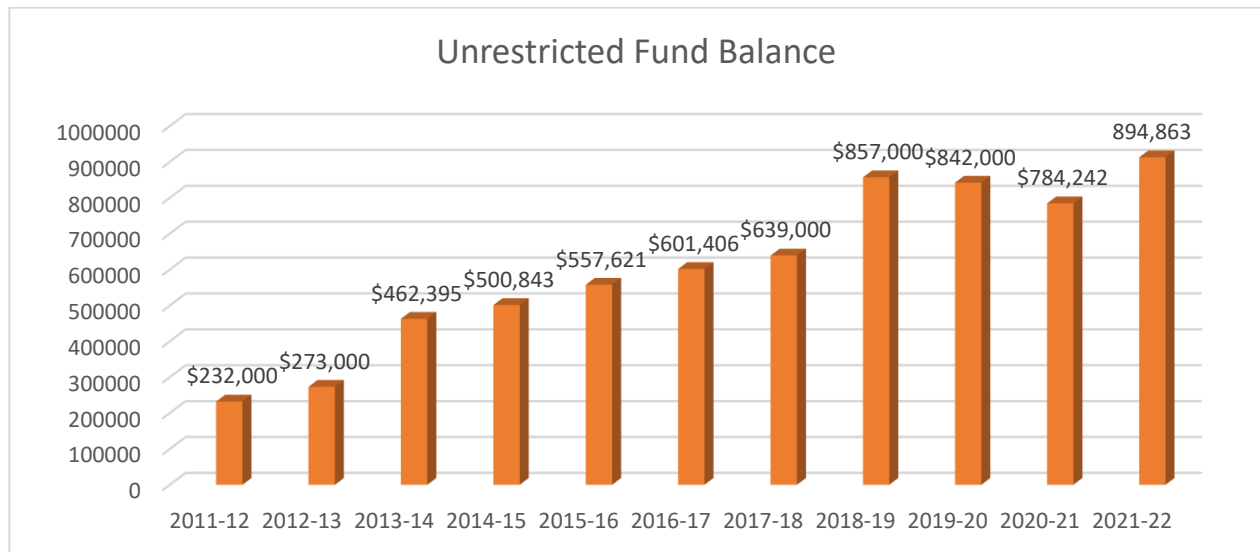
There is an appropriation of \$21,737 in fund balance in the proposed budget. Staff has been able to control expenses over the last decade, however, until the town reaches the revaluation year in 2024-25 Fund Balance is needed in lieu of additional increased taxes. The Town has identified some one-time uses for the appropriated fund balance as recommended by the Local Government Commission.

Also, the current budget shows a minimum amount Powell Bill expenditures and reflects a focus on accumulating Powell Bill revenues for the second year in a row, after several years of spending down Powell Bill fund balance.

American Rescue Plan grant funds are not appropriated in the General Fund budget but are accounted for in a separate grant project fund and can be transferred into other funds as needed. These funds are federal grant dollars, received in two tranches of \$132,000 in June of 2021 and \$132,000 in June of 2022.

Based on the Town's adopted policy for fund balance, the Local Government Commission advises the Town to maintain an average Unrestricted Fund Balance of 58.85% of General Fund expenditures. Unrestricted Fund Balance increased significantly in FY 2021-22.

Restricted Fund Balance also increased significantly from \$1,075,211 to \$1,147,039.



General Fund Expenses

As a whole the budget prioritizes the objectives of the Board of Commissioners to improve services while holding down expenses wherever possible. The largest areas of expenditures remain in the areas of public safety, administration, streets and sanitation, and insurance across all departments.

There are no vehicle or equipment purchases planned for FY 2023-24, however, significant purchases will be needed in following years. USDA grant funds will be sought, as is the practice, for all vehicle and equipment purchases.

Though a top priority in the 2021 Board goal-setting workshop, a part-time position to address the combined needs of organizing and establishing a merchants' association and planning and scheduling events at Frontier Warren is again unfunded. Although a merchants' association has been established, no significant activities have been completed. Last year activities surrounding Frontier Warren's co-working space were spread between the Town Administrator and other staff. Frontier Warren's building, housing office spaces, remains fully leased with a waiting list and produces income over and above its expenses. Though discussion with the County has centered around renting the co-working space to a startup company in order to reduce expenses on the Town and County, the County has opted out of funding in the current FY 2022-23 and also going forward.

General Fund Expenses

- ***"All costs of doing business are increasing."***
- ***"A shortage of labor puts pressure on staff retention."***

The budget includes planned increases over the prior year for health insurance. Typically, year over year increases have been held to between 10% to 15% as deductibles on employees are increased to mitigate costs. Considered a "small pool" of insured, the Town cannot reap similar

discounts at larger insured groups. However, staff continues to solicit quotes from United Healthcare, Aetna, and Blue Cross Blue Shield.

In FY 2022-23 the budget salary adjustments for the Town Administrator, Finance Director, Public Works Director, Chief of Police and police officers brought staff to slightly above the minimum threshold of their respective job classifications while implementing a 2% increase for all other staff. The proposed budget reflects a 3% across the board increase in salaries. It is again important to note that Warren County raised taxes by 2 cents in FY 2020-21 in order to contribute \$750,000 annually towards salary increases for its employees.

ARP grant funding has made it possible to complete various necessary infrastructure projects during these inflationary times, however ARP funds have been nearly fully utilized. Due to inflationary pressures in the national economy prices for items regularly purchased by the Town continue to increase at alarming rates. This budget does not attempt to predict costs other than specific areas where increases are known.

The budget includes membership in the National Main Street program, NC Main Street, Kerr-Tar COG and the UNC School of Government.

Though disappointingly not awarded grant funds from the State for water/sewer projects while in Vulnerable Utility status, The Town is in the process of seeking grant funds from the NC Department of Environmental Quality and Golden Leaf Foundation in the amounts of \$500,000, \$200,000 respectively.

Street Department

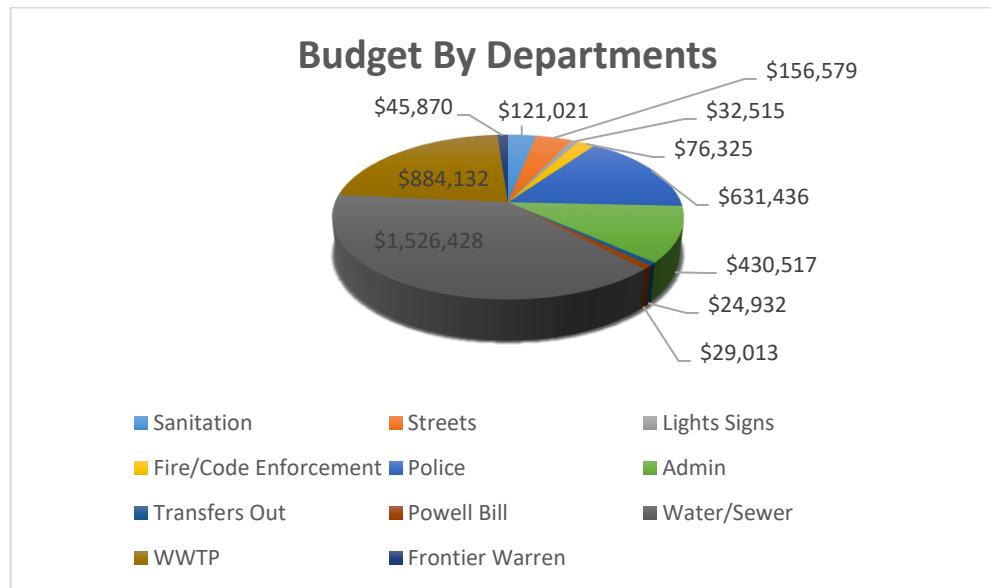
Street Department activities consist of accommodating special requests by citizens as well as:

- 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, proposed municipal parking lot, corner of Macon and Main and Reynolds Tavern
- Continuing to offer year-round debris pickup

Major storm water repairs to areas along Spring and Crocket Streets were completed in FY 2021-22 utilizing ARP grant funds. An ongoing storm water issue along Battle Avenue is underway and projected to be completed in FY 2022-23 and will require funds set aside from the American Rescue Plan fund.

Sanitation

Citizen feedback on trash pickup continues to be positive. There is a planned increase in the Landfill Fee of \$4.00 per month to \$36.00. The current rate of \$32.00 has been in effect for four years.



Police Department

The PD's budget reflects significant increases in health insurance and vehicle loan payments and minor increases in part-time and overtime staffing, office supplies, equipment and vehicle maintenance. The police department remains conservative with its spending parceling out purchases over multiple budget cycles. By making those purchases, the PD is able to spread out equipment purchases over several years. Staffing remains a challenge given the tight employment situation across police departments and one full-time officer position is open.

Unfunded Priorities in General Fund

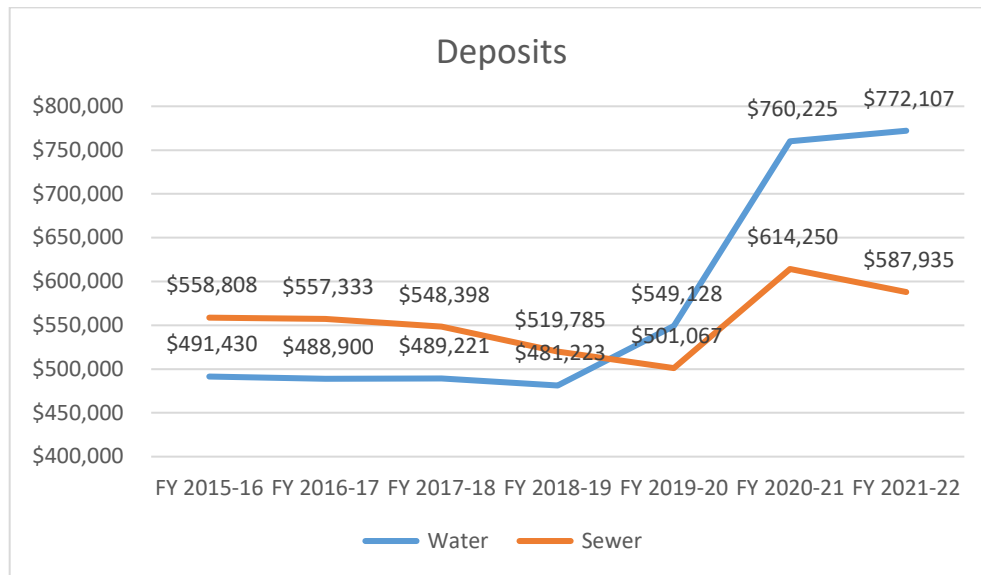
- Implementation of Streetscape Plan
- Placement of utilities underground
- Stand-on skid steer for street, park and cemetery
- Leaf vacuum to replace current 19-year-old vacuum
- Backhoe to replace current, 19+ year-old backhoe
- Replacement of three personal computers in the Police Department

Enterprise Funds

Water Sewer Fund 38

The increase in water and sewer rates in FY 2020-21 resulted in revenues less than expected in subsequent years, due in part to the loss of several of the top ten customers, Elberta Crate and Just Save. One bright spot, however, is the total number of water/sewer accounts have increased back to a recent high of 943, an indicator of steady progress in the real estate market in Warrenton. The recently approved increase in Occupancy Fees, the first increase since 1998, impacts primarily residential apartments inside the Town limits and will generate \$13,000 in additional revenue for Fund 38.

Budget Message 2023-24



Planned increases in water costs from a restructuring of rates by Kerr Lake Regional Water System continue to be delayed and are not expected to occur in FY 2023-24. Nor is there any anticipated increase in the regular water rate charged by Warren County.

The monthly run rate to meet budget projections of Fund 38 are:

Water Revenues: \$67,000

Sewer Revenues: \$52,000

Many needs in the area for water remain priorities due to a lack of grant funding, such as:

Location	Length (Ft.)	Diameter	Material
• Rodwell Street (Wilcox to Hazelwood)	2,953	1.5	Galvanized
• North Main Street (N. Main St. Tank to Airport Rd)	12,468	4	CIP
• Airport Road (N. Main St. to Barnette Drive)	4,922	2	Galvanized
• Connell St. (Hazelwood Rd. to end of Connell)	985	2	Galvanized
• Fairview St. ((N. Front St. to Brehon St.)	2,297	6	CIP
• Fairview St. East end (Brehon St. to curve before creek)	1,969	1.5	Galvanized
• Brehon St. (Graham St. to Dead End)	1,313	4, 2	PVC, Galvanized
• Ridgeway-Warrenton Road	2,625	2	Galvanized
• Church St. (Near eastern end to E. Macon St.)	1,313	6	CIP
• Highway 158 Business East (From Highway 58 to Red Hill Loop Road)	5,250	2	Galvanized
• Highway 158 Business East (From Red Hill Loop Rd. to end of 1st Lane to Rt.)	3,609	2	Galvanized
• Highway 58 (Going southeast from Hwy 158 East redo 1st four service connections on left side of road) - connect to 8-inch PVC main.			
• Ridgecrest Drive and connecting streets	16,404	6	CIP
• Halifax St/Baltimore Road going south just past Hall St.	19,029	3	Galvanized
• West Side Drive	2,297	1	Galvanized
• King St. Complex to Hwy 401 South	2,297	6	CIP
• Hwy 401 South going south just past WWTP entrance	7,218	2	Galvanized
• E. Macon and Ridgecrest	TBD		CIP

- Fairgrounds Tank Vault
- Galvanized line on Hayley Street, Dameron Street
- Warrenton-Ridgeway 2-inch galvanized line needs to be abandoned

Areas of need for sewer remain priorities due to a lack of grant funding include:

- Replace second pump at Riggans pump station
- Replace air relief valves for Riggans sewer force main
- Add generators to Red Hill Loop and Ridgeway Warrenton Road pump stations
- Replace electrical panels at Red Hill Loop and Ridgeway Warrenton Road pump stations
- Purchase an additional pump for F&M as emergency replacement, current pumps are 15 years old, or alternatively replace both pumps
- Install emergency/auxiliary bypass port at F&M
- Purchase equipment: sewer locator/video camera, sewer jetter, backhoe, 4-wheel drive tractor, four service trucks, 10-foot bush hog for tractor
- Replace 12,840 linear feet of sewer lines in poor condition (reference AIA document)
- Replace sewer line that services buildings on east side of S. Main Street between E. Market and E. Macon (not in AIA)
- Replace 4- and 6-inch VC line beginning at 406 Halifax Street to manhole 126C and include manholes 126B and 128A
- Replace 4-inch sewer extension running parallel with Hazelwood and connects to Connell Street
- Replace 4-inch VC line at lower end of W. Franklin St
- Replace 4-inch community line with 8-inch on Park Drive mobile home court along with houses beside that could connect to community line
- Replace 4-inch sewer extension on from Reid Circle to Church St line
- Magnetic Meter for measuring sewer flow from Norlina and Warren County

Unfunded priorities include replacement of the maintenance tractor and backhoe, which are models from 2007 and 2004 respectively.

American Rescue Plan grant funds have been appropriated in the following areas:

- Hayley-Haywood Park Walking Path
- Riggan Pump Replacement
- F&M Pump Station Repair
- Spring Street Storm Water Repairs
- Battle Ave Stormwater (committed but unspent)
- PD Radars
- Zoning Software

Waste Water Treatment Fund 39

The expenses of the WWTP are shared by the Town, Norlina and Warren County. In FY 2022-23 the Town's portion of services increased by .63% as compared usage of partners, after increasing the year before by .65%. This increase in usage and associated costs are reflected in the budget of Funds 38 and 39.

In FY 2023-24 the Town hopes to continue conversations and negotiations with Warren County over the 40-year lease which expired on December 31, 2021. Under the current lease Warren County is primarily responsible for obtaining funds for capital upgrades, but the Town continues to

apply for grant funding upgrades from NC DEQ given the Town's qualification for 100% grant. Warrenton's status helps not only its citizens but also citizens of Warren County and Norlina.

The Town hopes County-led negotiations with the Town of Norlina and Warren County over the operating agreement of the treatment plant will restart. Last amended in 2005, the agreement allows for continued operation of the plant should the three parties not agree to a replacement contract. Warrenton holds the license from the State to operate the plant and continues to receive exemplary inspections and subsequent renewals of its license.

The treatment plant has been reclassified as a Grade 4 plant from Grade 3, which requires lab testing five days per week instead of three days per week and which requires the operator to have a Grade 4 license and the backup operator a Grade 3 license. While staff are in the process of obtaining a necessary Grade 3 certification, the Town is continuing a temporary contract for the necessary certification.

Unfunded priorities of the WWTP unaddressed in recently unawarded grant applications include replacement of 40-year-old rotors and drive trains, cleaning of the vegetation in the second oxidation ditch, and updating of the filter building and tertiary filters. It is not financially feasible to replace the aging plant, as it would cost the partners in the tens of millions of dollars. Unfortunately, though on the Vulnerable Utility list of the State, Warrenton has not received grant funding after two rounds of applications which would have addressed these long-standing issues.

Areas of need addressed in ongoing grant applications to NC DEQ:

- Replace 4 rotors and drivetrains at WWTP
- Clean out oxidation ditch at WWTP
- Building addition for admin at WWTP
- Rehabilitate tertiary filter building and convert to ultraviolet light for disinfection
- Install screen at septage receiving station

Special Revenue Funds

Fund 34

The Town will include the Special Revenue Fund 34 in the proposed budget for the Frontier Warren partnership with Research Triangle Foundation and Warren County. 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 utilities and general operation of the co-working space. Warren County has indicated it will not continue to support to the joint venture for the FY 2022-23 nor FY 2023-24 due to the change in use of building 140 S. Main, from co-working space to a grocery store.

Outstanding Loans

All three USDA loans total \$2,843,000 and the annual payment for FY 2023-24 is \$89,540. 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. The Town's General Fund debt percentage remains less than 1% of the assessed value of property subject to taxation. Warrenton's maximum debt load for the General Fund is approximately \$6,094,000 while current debt stands at \$35,430. 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 \$4,647,390. However, General Fund is offsetting a portion of the Water Sewer loan payment for Town Hall as General Fund is benefitting from use of the office space at Town Hall. Removed from the proposed budget is the expired twenty-year loan for Battle Avenue sewer replacement. First payment on the WWTP Phase 2 rehabilitation was made in FY 2021-22. New loan payments are reflected in the FY 2024-25 as police patrol and public works vehicles are delivered. Two police vehicles will rotate off the outstanding loan list in FY 2024-25. The last payment for the Town Hall roof loan is the 2023-24 FY.

Grants

The Town continues its focus on grant funding to offset budget items wherever possible, for example a planned grant application for the USDA Rural Business Development Grant. If awarded this grant, funds may offset portions of the ongoing expenses related to Frontier Warren. Continued applications, submitted to the NC Department of Environmental Quality and Golden Leaf Foundation will address a portion of the identified issues with Warrenton's water, sewer, and waste-water infrastructure.

Economic Development

Years of investment in infrastructure, Town Hall renovation, and planning have begun to pay off dramatically with subsequent private investment in downtown buildings and businesses, both leading to increased property values. Weekdays and weekends show increased activity in entertainment options and nightlife. By offering grants as incentives, the Town has been able to attract a developer to renovate the Dameron building and is subsequently focused on expanding parking along S. Main Street to address a parking shortage. Though the Dameron building will bring 22 market rate apartments on the market, additional single-family housing along with developable lots is desperately needed. The Town's focus on entrepreneurship as economic development has demonstrated a need for micro-sized office space in the area and is facilitating the recruitment of a grocery store. Its successful partnership with Research Triangle Foundation is now beginning its fourth year of operation.

Conclusion

Pleased to present my tenth proposed budget as Town Administrator, I would like to thank staff, Meredith Valentine, Bill Perkinson and Goble Lane, for their assiduous contributions. I believe this budget reflects the priorities of the Board of Commissioners and citizens of Warrenton. While total expenditures and revenues increased by \$20,293 in General Fund, by \$17,543 in the Water Sewer Fund, and by \$56,742 in the Waste-Water Fund over the current budget, they are primarily the result of inflation, insurance and COLAs. Sanguine for the future of Warrenton, I believe that our focus on attracting new business, developing strategic partnerships, and chasing down every grant dollar will improve our long-term prospects and result in intrinsic growth and increased sales taxes, ad valorem taxes, and utility collections.

Respectfully submitted,

Robert Davie -- Town Administrator and Budget Officer

WATER/SEWER DEPARTMENT RATES

Water Rates (monthly)

In-town availability rate	\$23.00
In-town use rate per 1000 gallons	\$8.36
Out-of-town availability rate	\$39.15
Out-of-town use rate per 1000 gallons	\$12.11

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

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

Sewer Rates (monthly)

	\$14.50
In-town availability rate	\$10.00
In-town use rate per 1000 gallons	
Out-of-town availability rate	\$38.56
Out-of-town use rate per 1000 gallons	\$14.65

WATER/SEWER DEPARTMENT RATES

C0: Office occupancy fee water/sewer (4 addtl occupants intown)	\$ 40.00 to \$45.00
C1: Office occupancy fee water/sewer (3 addtl occupants intown)	\$ 30.00 to \$33.75
C2: Office occupancy fee water/sewer (2 addtl occupants intown)	\$ 20.00 to \$22.50
C3: Residential occupancy fee water/sewer (8 units – apt bldg intown)	\$ 120.00 to \$300.00
C4: Office occupancy fee water/sewer (1 addtl occupant intown)	\$10.00 to \$11.25
C5: Occupancy fee water/sewer (36 units – apt bldg intown)	\$ 720.00 to \$1,350.00
C6: Occupancy fee water/sewer (32 units – apt bldg intown)	\$ 640.00 to \$1,200.00
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	\$ 1500 to \$1800
1" water tap	\$ 1725 to \$2025
1" water tap w/2-3/4" branch metered services	\$ 2100 to \$2400
2" water tap-- requires outside contractor, cost TBD by the job +10%	
4" sewer tap – requires outside contractor, cost TBD by the job +10%	

Sewer Taps:

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

BUDGET MESSAGE – FY 2023-2024

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.

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 to \$36.00

Special services available only when personnel and equipment are available.

Special debris or garbage pick-up fee \$75 \$100 plus \$25 to \$50 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 to \$100 per hour plus \$25 to \$50 per hour per man
Misc. labor fee	\$25 to \$50 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
	3,001 – 3,500 Gallons	\$125.00

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 to \$300
Variance Fee	\$200 to \$300
Plan Approval Fee (NORLINA)	\$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		<u>Proposed</u>
Up to 5000 sq. ft.	\$50	\$75
5001 to 10000 sq. ft.	\$75	\$100
Over 10000 sq. ft.	\$100	\$150
Mixed Occupancy		
Occupant	\$25	\$50
Common Area	\$25	\$50
Accessory Buildings	\$40	\$60
Mandated Inspections		
Rest Homes	\$100	\$150
Day Cares	\$50	\$75
Family Care Homes	\$50	\$75
Foster Care Homes	\$25	\$50
Schools	\$100	\$150
Churches	\$50	\$75
Fireworks Display	\$25	\$50
Tents	\$20	\$25
Flammable Storage Tanks	\$40	\$60
Hazardous Explosive	\$50	\$75
Re-inspections		
First re-inspection	No charge	
Second re-inspection	\$25	\$50
Three or more re-inspections	\$50/each \$75/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 to \$25
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.

GL Account	GLAcct Desc	Type	P/Y Budget	P/Y Actual	Current Bgt	Current Act	Recommended
Fund: 34							
Type: R							
34-351-422	Rent Paid to Town Frontier Warren	R	\$24,000.00	\$30,759.08	\$42,320.00	\$24,070.00	\$31,000.00
34-381-037	Transfer in from GF	R	\$0.00	\$0.00	\$0.00	\$0.00	\$14,870.00
			\$24,000.00	\$30,759.08	\$42,320.00	\$24,070.00	\$45,870.00
Type: E							
34-405-203	Supplies	E	\$824.63	\$824.63	\$900.00	\$283.97	\$700.00
34-405-250	Lights/Heat/Security	E	\$4,760.00	\$4,694.33	\$4,250.00	\$3,629.49	\$3,000.00
34-405-251	Telephone/Internet	E	\$3,309.50	\$3,121.46	\$3,500.00	\$3,264.40	\$3,000.00
34-405-255	Bldg Maint/Clean Svcs	E	\$17,671.37	\$5,490.00	\$6,000.00	\$1,700.00	\$2,500.00
34-405-400	Liability Insurance	E	\$134.50	\$134.50	\$170.00	\$117.50	\$170.00
34-405-422	Rent Paid by Town	E	\$36,000.00	\$36,000.00	\$36,000.00	\$33,000.00	\$36,000.00
34-405-499	Miscellaneous	E	\$300.00	\$300.00	\$500.00	\$0.00	\$500.00
			\$63,000.00	\$50,564.92	\$51,320.00	\$41,995.36	\$45,870.00
			\$87,000.00	\$81,324.00	\$93,640.00	\$66,065.36	\$91,740.00
Fund: 37							
Type: R							
37-302-301	Ad Valorem Taxes - Current	R	\$403,379.00	\$425,166.10	\$424,000.00	\$402,372.71	\$446,641.00
37-302-302	Ad Valorem Taxes - Prior Year	R	\$6,000.00	\$7,741.19	\$8,500.00	\$3,274.28	\$4,000.00
37-302-303	Ad Valorem Taxes - all other prior years	R	\$3,000.00	\$3,904.55	\$8,500.00	\$1,925.39	\$4,000.00
37-302-304	Ad Valorem Taxes - Penalties & Interest	R	\$1,800.00	\$4,440.55	\$3,300.00	\$1,938.04	\$4,000.00
37-307-310	Motor Vehicles - Current	R	\$36,007.00	\$41,791.00	\$41,000.00	\$33,156.70	\$42,023.00
37-320-320	Local Option Sales Tax Monthly	R	\$270,000.00	\$336,277.32	\$340,000.00	\$213,405.87	\$385,000.00
37-320-321	Annual Refund of Sales Tax the Town paid	R	\$0.00	\$0.00	\$33,500.00	\$22,519.79	\$25,000.00
37-325-325	Utility Franchise Tax Quarterly	R	\$86,000.00	\$87,170.06	\$86,000.00	\$42,334.74	\$86,000.00
37-325-326	Beer & Wine Tax Annual	R	\$3,600.00	\$3,369.51	\$3,600.00	\$0.00	\$3,400.00
37-325-328	Refund of Gas Tax paid monthly	R	\$1,000.00	\$1,372.85	\$1,000.00	\$831.87	\$1,200.00
37-325-330	Solid Waste Disposal Tax Qrly	R	\$0.00	\$642.95	\$600.00	\$502.46	\$600.00

GL Account	GLAcct Desc	Type	P/Y Budget	P/Y Actual	Current Bgt	Current Act	Recommended
37-335-335	Powell Bill	R	\$24,128.00	\$29,194.85	\$24,888.00	\$29,013.37	\$29,013.00
37-345-345	Zone Board of Adj	R	\$500.00	\$1,125.00	\$400.00	\$1,800.00	\$1,800.00
37-345-346	Code Enforcement	R	\$2,750.00	\$3,100.00	\$2,750.00	\$2,200.00	\$2,750.00
37-351-350	Run Warrenton 5K	R	\$2,500.00	\$0.00	\$2,500.00	\$0.00	\$2,500.00
37-351-353	Landfill Fees Residential	R	\$180,480.00	\$185,573.80	\$185,088.00	\$154,749.90	\$208,224.00
37-351-355	Cemetery Fees	R	\$1,400.00	\$0.00	\$700.00	\$0.00	\$700.00
37-351-356	Police Rpt Fees	R	\$50.00	\$55.00	\$50.00	\$90.00	\$55.00
37-351-357	Court Fees	R	\$300.00	\$306.00	\$300.00	\$211.50	\$200.00
37-351-360	Cell Tower Rent	R	\$29,400.00	\$29,212.12	\$62,340.00	\$24,255.00	\$32,340.00
37-351-361	Parking/Ordinance Collections PD	R	\$250.00	\$195.13	\$250.00	\$680.00	\$700.00
37-351-401	Debt Setoff Landfill	R	\$100.00	\$236.31	\$100.00	\$79.73	\$100.00
37-365-001	Interest Income	R	\$50.00	\$38.93	\$50.00	\$49.45	\$50.00
37-365-351	Revitalization Comm	R	\$9,500.00	\$2,490.00	\$9,500.00	\$4,530.00	\$9,500.00
37-365-370	WWTP 25% of GF Exp	R	\$44,247.00	\$43,877.87	\$56,781.00	\$43,502.12	\$60,675.00
37-365-371	WS 25% of GF Exp	R	\$87,356.00	\$84,434.75	\$105,308.00	\$83,203.92	\$107,630.00
37-365-401	Mis/Revenue/License Tags	R	\$100.00	\$16,475.62	\$0.00	\$2,142.38	\$2,000.00
37-365-410	Interest Investment NCCMT	R	\$500.00	\$832.85	\$50.00	\$12,975.11	\$20,000.00
37-365-501	Misc Revenue POLICE	R	\$500.00	\$0.00	\$0.00	\$500.00	\$500.00
37-395-396	Apropriated Fund Balance (Budget Only)	R	\$116,911.55	\$0.00	\$111,463.00	\$0.00	\$21,737.00
			\$1,311,808.55	\$1,309,024.31	\$1,512,518.00	\$1,082,244.33	\$1,502,338.00
Type: E							
37-401-010	Salary - Full Time	E	\$128,031.00	\$121,948.80	\$170,397.00	\$139,250.60	\$170,770.00
37-401-012	Salary - Adm Assistant	E	\$47,353.00	\$47,621.06	\$51,530.00	\$43,529.20	\$52,868.00
37-401-020	ER-FICA Taxes	E	\$9,747.00	\$9,839.22	\$12,686.00	\$10,646.06	\$13,064.00
37-401-021	ER-FICA Taxes - Adm Assistant	E	\$3,623.00	\$3,615.00	\$3,928.00	\$3,323.38	\$4,045.00
37-401-030	ER-Retirement - Orbit	E	\$31,806.00	\$32,084.83	\$41,917.00	\$34,507.85	\$44,057.00
37-401-040	ER-Health Insurance	E	\$24,780.00	\$24,210.72	\$27,516.00	\$27,199.74	\$38,375.00

GL Account	GLAcct Desc	Type	P/Y Budget	P/Y Actual	Current Bgt	Current Act	Recommended
37-401-050	ER-Life Insurance	E	\$604.00	\$576.00	\$576.00	\$528.00	\$576.00
37-401-060	ER-Workman's Comp	E	\$400.00	\$326.20	\$400.00	\$347.97	\$275.00
37-401-200	Travel Expense	E	\$566.00	\$0.00	\$1,100.00	\$279.05	\$1,200.00
37-401-203	Supplies	E	\$4,089.50	\$1,908.06	\$5,000.00	\$2,853.21	\$5,000.00
37-401-250	Light, Heat & Security	E	\$11,800.00	\$6,525.10	\$9,690.00	\$5,840.34	\$8,000.00
37-401-251	Telephone & Postage	E	\$3,000.00	\$2,664.77	\$3,000.00	\$2,350.19	\$4,515.00
37-401-255	Bldg. Maint/ Clean SVS	E	\$5,545.00	\$3,914.79	\$6,266.67	\$5,290.07	\$6,000.00
37-401-256	Bank Fees/ Petty Cash	E	\$3,350.00	\$3,350.00	\$3,600.00	\$2,650.00	\$4,200.00
37-401-295	Training	E	\$1,025.00	\$860.00	\$1,400.00	\$0.00	\$1,400.00
37-401-301	Computer Maint	E	\$3,949.00	\$3,602.64	\$3,600.00	\$2,400.75	\$3,700.00
37-401-302	Software Support	E	\$2,570.07	\$2,416.50	\$3,300.00	\$2,486.33	\$3,000.00
37-401-304	Website	E	\$1,575.00	\$1,575.00	\$2,775.00	\$412.50	\$1,600.00
37-401-306	Awning 25% Fund	E	\$500.00	\$0.00	\$500.00	\$0.00	\$500.00
37-401-307	Special Events	E	\$576.00	\$576.00	\$662.01	\$661.99	\$800.00
37-401-309	Advertising	E	\$1,300.00	\$709.38	\$4,482.50	\$4,389.07	\$2,270.00
37-401-310	Dues & Subscriptions	E	\$2,800.00	\$2,745.00	\$3,000.00	\$2,910.00	\$2,950.00
37-401-325	NC Sales/Use Tax Paid (No Tax)	E	\$700.00	\$373.30	\$700.00	\$310.49	\$700.00
37-401-400	Liability Insurance	E	\$7,072.00	\$5,734.65	\$7,095.00	\$5,950.99	\$7,000.00
37-401-401	County Tax Collection Svs	E	\$8,000.00	\$7,208.72	\$8,000.00	\$6,515.62	\$8,000.00
37-401-405	Audit Expense	E	\$9,200.00	\$8,733.33	\$10,667.00	\$10,666.66	\$11,500.00
37-401-410	Election Cost	E	\$4,565.70	\$4,520.70	\$0.00	\$0.00	\$5,000.00
37-401-420	Attorney Fees	E	\$28,500.00	\$2,400.00	\$3,500.00	\$1,200.00	\$3,500.00
37-401-499	Miscellaneous Expense	E	\$636.00	\$259.58	\$1,866.99	\$1,587.28	\$3,000.00
37-401-801	Town Hall Roof Loan-Principal	E	\$7,026.27	\$5,547.61	\$5,554.00	\$4,559.24	\$1,411.00
37-401-831	Town Hall Roof Loan - Interest Admin	E	\$259.80	\$119.51	\$338.00	\$163.36	\$6.00
37-401-998	Contingency	E	\$904.00	\$0.00	\$2,310.83	\$0.00	\$3,000.00
37-402-014	Mayor Part Time Salary	E	\$1,500.00	\$1,393.00	\$1,500.00	\$1,250.00	\$1,500.00

GL Account	GLAcct Desc	Type	P/Y Budget	P/Y Actual	Current Bgt	Current Act	Recommended
37-402-020	ER - FICA TAXES	E	\$115.00	\$106.72	\$115.00	\$95.60	\$115.00
37-402-060	Workers Comp Mayor & Council	E	\$0.00	\$0.00	\$0.00	\$0.00	\$70.00
37-402-295	Training	E	\$900.00	\$900.00	\$225.00	\$0.00	\$1,080.00
37-402-402	Commission offsite meetings	E	\$50.00	\$36.08	\$350.00	\$350.00	\$50.00
37-405-345	Zoning/Ordinances	E	\$0.00	\$0.00	\$10,035.00	\$9,999.12	\$200.00
37-405-407	Branded Clothing Sales	E	\$500.00	\$0.00	\$500.00	\$0.00	\$500.00
37-405-430	Historic District Comm	E	\$14,870.00	\$1,806.00	\$361.00	\$0.00	\$220.00
37-405-440	Run Warrenton 5K	E	\$2,500.00	\$0.00	\$2,500.00	\$0.00	\$2,500.00
37-405-450	Revitalization Comm	E	\$9,500.00	\$1,742.91	\$7,995.00	\$1,883.13	\$9,500.00
37-405-470	Small Town Maint St	E	\$2,200.00	\$1,225.00	\$3,705.00	\$3,982.97	\$2,500.00
37-501-010	SALARY FULL TIME	E	\$206,197.00	\$207,020.58	\$245,128.00	\$195,969.96	\$262,000.00
37-501-014	Salary - Part Time	E	\$15,976.50	\$16,072.85	\$31,373.00	\$35,472.42	\$30,000.00
37-501-016	Police Clerical Salary	E	\$35,349.00	\$36,650.37	\$40,123.20	\$34,500.40	\$37,100.00
37-501-019	Salary - Over-Time	E	\$9,494.00	\$9,493.70	\$8,434.00	\$10,105.14	\$10,000.00
37-501-020	ER-FICA Taxes	E	\$20,168.00	\$20,569.88	\$24,469.00	\$20,949.26	\$24,438.00
37-501-030	ER - Retirement Orbit	E	\$46,785.00	\$47,567.87	\$56,063.00	\$45,410.17	\$64,203.00
37-501-031	ER - 401K 5%	E	\$10,912.00	\$10,713.46	\$13,191.00	\$10,303.75	\$13,618.00
37-501-040	ER - Health Insurance	E	\$35,860.00	\$35,646.50	\$39,583.80	\$27,845.94	\$49,620.00
37-501-050	ER - Life Insurance	E	\$1,074.00	\$1,024.00	\$1,186.00	\$1,040.00	\$1,010.00
37-501-060	ER - Workman's Comp	E	\$4,612.00	\$4,600.47	\$6,420.00	\$4,209.57	\$6,420.00
37-501-200	Travel Expense	E	\$1,000.00	\$988.16	\$824.00	\$166.60	\$1,000.00
37-501-203	Supplies	E	\$3,037.00	\$2,980.25	\$4,600.00	\$3,109.14	\$5,000.00
37-501-204	Uniforms	E	\$2,000.00	\$1,923.13	\$5,070.00	\$3,514.21	\$2,000.00
37-501-205	Equipment & Material	E	\$3,000.00	\$2,938.48	\$3,500.00	\$2,938.78	\$3,500.00
37-501-250	Light, Heat & Security	E	\$5,918.00	\$5,587.11	\$8,908.00	\$4,719.55	\$9,000.00
37-501-251	Telephone & Postage	E	\$9,628.88	\$9,628.83	\$9,770.00	\$6,952.85	\$10,150.00
37-501-252	Fuel	E	\$27,511.00	\$27,510.40	\$20,000.00	\$19,216.01	\$20,000.00

GL Account	GLAcct Desc	Type	P/Y Budget	P/Y Actual	Current Bgt	Current Act	Recommended
37-501-255	Bldg Maint/Clean Svs	E	\$5,901.12	\$4,636.46	\$6,004.00	\$5,026.40	\$6,110.00
37-501-295	Training	E	\$610.00	\$608.84	\$2,000.00	\$1,373.47	\$2,000.00
37-501-301	Computer Maint	E	\$5,554.00	\$4,718.66	\$5,106.00	\$4,483.51	\$5,990.00
37-501-302	Software Support	E	\$6,807.00	\$6,805.71	\$6,740.00	\$6,105.29	\$6,540.00
37-501-351	Maint & Repair Equip	E	\$6,944.00	\$6,939.17	\$7,959.00	\$5,262.16	\$3,500.00
37-501-370	2019 Dodge Car 100	E	\$531.00	\$530.98	\$2,000.00	\$856.47	\$1,500.00
37-501-371	2017 Dodge Car 200	E	\$1,714.00	\$1,713.92	\$3,697.00	\$2,886.74	\$1,500.00
37-501-372	2016 Dodge Car 300	E	\$1,500.00	\$1,484.25	\$1,900.00	\$801.46	\$1,500.00
37-501-373	2017 Dodge Car 400	E	\$2,300.00	\$2,264.08	\$7,673.00	\$6,638.41	\$1,500.00
37-501-374	2010 Ford Car 500	E	\$600.00	\$358.05	\$1,500.00	\$1,035.33	\$1,000.00
37-501-375	2008 Ford Car 600	E	\$672.00	\$671.56	\$1,500.00	\$1,178.54	\$1,000.00
37-501-376	2019 Dodge Car 700	E	\$1,190.00	\$1,183.81	\$2,885.00	\$2,487.56	\$1,500.00
37-501-377	2023 Dodge Car 125	E	\$0.00	\$0.00	\$0.00	\$0.00	\$1,500.00
37-501-378	2023 Dodge Car 225	E	\$0.00	\$0.00	\$0.00	\$0.00	\$1,500.00
37-501-400	Liability Insurance	E	\$16,260.00	\$16,259.43	\$16,952.00	\$12,749.62	\$18,000.00
37-501-415	Police Shots Medical	E	\$420.00	\$333.88	\$1,000.00	\$45.00	\$1,000.00
37-501-433	COP Program	E	\$1.00	\$0.00	\$500.00	\$500.00	\$500.00
37-501-499	Miscellaneous	E	\$3,010.00	\$3,009.23	\$4,660.00	\$3,807.07	\$4,300.00
37-501-801	Town Hall Roof Loan Principal	E	\$7,025.70	\$5,547.66	\$5,485.02	\$4,559.24	\$1,411.00
37-501-802	Police 2017 Cars Loan Principal (USDA)	E	\$4,206.00	\$4,206.00	\$4,343.00	\$4,342.69	\$4,484.00
37-501-803	Police Security Camera Loan Principal (USDA)	E	\$1,243.00	\$1,242.46	\$1,272.00	\$1,271.97	\$1,303.00
37-501-804	Police 2019 Cars Loan Principal (USDA)	E	\$4,545.00	\$4,544.28	\$4,681.00	\$4,680.60	\$4,822.00
37-501-805	Police 2023 Cars Loan Principle (USDA)	E	\$0.00	\$0.00	\$0.00	\$0.00	\$7,177.00
37-501-831	Town Hall Roof Loan - Interest PD	E	\$252.58	\$119.58	\$182.95	\$163.36	\$6.00
37-501-832	Police 2017 Cars Loan Interest (USDA)	E	\$574.00	\$574.00	\$438.00	\$437.31	\$297.00
37-501-833	Police Security Camera Loan Interest (USDA)	E	\$91.00	\$90.54	\$61.03	\$61.03	\$31.00
37-501-834	Police 2019 Cars Loan Interest (UDSA)	E	\$882.00	\$881.72	\$746.00	\$745.40	\$605.00

GL Account	GLAcct Desc	Type	P/Y Budget	P/Y Actual	Current Bgt	Current Act	Recommended
37-501-835	Police 2023 Cars Loan Interest (USDA)	E	\$0.00	\$0.00	\$0.00	\$0.00	\$1,801.00
37-601-014	Salary - Part Time Code Enforcement	E	\$3,508.68	\$3,650.75	\$3,042.00	\$3,332.62	\$3,000.00
37-601-020	ER-FICA Taxes	E	\$225.63	\$236.50	\$230.00	\$204.57	\$230.00
37-601-060	Workers Comp	E	\$0.00	\$0.00	\$0.00	\$0.00	\$660.00
37-601-252	Fuel/Truck Expense/Insurance	E	\$473.00	\$473.00	\$435.00	\$0.00	\$435.00
37-601-352	Vehicle Maintenance	E	\$0.00	\$0.00	\$200.00	\$0.00	\$200.00
37-601-437	Contract Srvs Fire Protection	E	\$70,000.00	\$69,999.96	\$70,000.00	\$58,333.30	\$70,000.00
37-601-475	Donation to Town Fire	E	\$1,472.90	\$1,472.90	\$1,500.00	\$0.00	\$1,500.00
37-601-476	Code Enforcement Exp	E	\$5,000.00	\$5,000.00	\$258.00	\$0.00	\$300.00
37-651-330	Christmas Lights/Santa House	E	\$906.00	\$905.45	\$1,731.00	\$1,730.02	\$1,730.00
37-651-331	Haley Haywood Park	E	\$1,650.00	\$25.57	\$725.00	\$121.00	\$785.00
37-651-332	Signs below \$5,000	E	\$2,194.00	\$1,916.26	\$2,496.00	\$1,669.54	\$2,000.00
37-651-333	Street Beautification - Below \$5,000	E	\$4,765.00	\$4,648.99	\$4,563.00	\$2,431.25	\$4,000.00
37-651-335	Street Lighting Electric Bill	E	\$23,000.00	\$21,804.40	\$23,000.00	\$19,540.88	\$24,000.00
37-701-010	Salary - Full Time	E	\$52,698.00	\$52,893.26	\$57,484.00	\$47,432.62	\$59,178.00
37-701-014	Salary - Part Time	E	\$14,316.00	\$13,999.57	\$16,643.00	\$12,422.23	\$17,451.00
37-701-019	Over-Time	E	\$910.00	\$61.55	\$1,299.00	\$0.00	\$1,338.00
37-701-020	ER-FICA Taxes	E	\$5,659.00	\$5,107.27	\$5,770.00	\$4,565.96	\$5,964.00
37-701-030	ER - Retirement - Orbit	E	\$11,632.00	\$10,928.04	\$14,557.00	\$10,719.92	\$15,360.00
37-701-040	ER-Health Insurance	E	\$14,114.00	\$12,866.80	\$16,687.00	\$15,322.49	\$21,706.00
37-701-050	ER-Life Insurance	E	\$383.00	\$350.44	\$388.00	\$355.52	\$388.00
37-701-060	ER-Workman's Comp	E	\$1,837.00	\$1,836.17	\$1,837.00	\$1,827.28	\$1,837.00
37-701-203	Supplies	E	\$3,453.00	\$3,331.77	\$3,494.00	\$2,503.95	\$3,000.00
37-701-204	Uniforms	E	\$4,009.00	\$3,945.95	\$3,869.00	\$3,376.44	\$4,212.00
37-701-251	Telephone & Postage	E	\$964.00	\$963.93	\$936.00	\$594.48	\$925.00
37-701-252	Fuel	E	\$10,880.00	\$10,694.16	\$14,097.00	\$10,251.29	\$12,000.00
37-701-312	Tree Removal	E	\$500.00	\$500.00	\$0.00	\$0.00	\$1,200.00

GL Account	GLAcct Desc	Type	P/Y Budget	P/Y Actual	Current Bgt	Current Act	Recommended
37-701-351	Maint & Repair Equip	E	\$7,226.00	\$6,534.41	\$9,848.00	\$9,847.42	\$11,000.00
37-701-352	Vehicle Maintenance	E	\$20,569.00	\$19,237.85	\$7,473.00	\$7,472.10	\$6,000.00
37-701-400	Liability Insurance	E	\$6,011.00	\$5,793.66	\$5,738.00	\$4,434.30	\$5,020.00
37-701-431	Street Debris Disposal	E	\$3,500.00	\$3,500.00	\$4,100.00	\$3,500.00	\$6,000.00
37-701-895	Mowing	E	(\$16,000.00)	(\$13,500.00)	\$0.00	\$0.00	(\$16,000.00)
37-710-361	Maint & Repair POWELL BILL	E	\$18,167.00	\$17,940.19	\$29,699.00	\$11,011.00	\$28,913.00
37-710-405	Audit Expense POWELL BILL	E	\$100.00	\$0.00	\$100.00	\$0.00	\$100.00
37-801-010	Salary - Full Time Sanitation	E	\$48,727.00	\$48,894.20	\$49,503.00	\$41,750.29	\$50,988.00
37-801-019	Salary - Over Time Sanitation	E	\$75.00	\$74.02	\$692.00	\$494.00	\$713.00
37-801-020	ER - FICA Sanitation	E	\$3,764.00	\$3,533.25	\$3,840.00	\$3,163.66	\$3,955.00
37-801-030	ER - Retirement - Orbit Sanitation	E	\$8,882.00	\$8,925.74	\$9,688.00	\$7,976.73	\$10,185.00
37-801-040	ER - Health Insurance	E	\$11,101.00	\$10,888.06	\$13,063.00	\$11,587.96	\$17,048.00
37-801-050	ER - Life Insurance	E	\$281.00	\$259.20	\$259.00	\$237.60	\$259.00
37-801-060	Workman's Compensation	E	\$4,080.00	\$4,079.31	\$4,080.00	\$4,059.19	\$4,060.00
37-801-203	Supplies	E	\$2,774.00	\$432.66	\$1,000.00	\$428.57	\$1,000.00
37-801-204	Uniforms	E	\$2,445.00	\$2,445.00	\$2,309.00	\$2,184.37	\$2,808.00
37-801-251	Telephone & Postage	E	\$572.00	\$571.22	\$516.00	\$338.83	\$720.00
37-801-252	Fuel	E	\$2,877.00	\$2,876.03	\$4,781.00	\$2,779.05	\$4,000.00
37-801-350	Landfull Fees	E	\$20,444.00	\$20,443.71	\$20,250.00	\$15,807.98	\$20,250.00
37-801-352	Vehicle Maintenance	E	\$377.00	\$375.06	\$1,000.00	\$615.82	\$1,000.00
37-801-400	Liability Insurance	E	\$5,873.00	\$5,872.01	\$4,886.00	\$3,628.58	\$4,035.00
37-901-034	Transfer Out to Frontier Warren	E	\$0.00	\$0.00	\$0.00	\$0.00	\$14,870.00
37-901-038	Transfer Out to WS for USDA Loan	E	\$0.00	\$0.00	\$7,281.00	\$7,281.00	\$7,281.00
37-901-889	Transfer Out to USDA Loan Reserve	E	\$1,883.00	\$0.00	\$0.00	\$0.00	\$2,781.00
			\$1,287,622.33	\$1,199,604.76	\$1,457,919.00	\$1,173,626.95	\$1,502,338.00
			\$2,599,430.88	\$2,508,629.07	\$2,970,437.00	\$2,255,871.28	\$3,004,676.00
Fund: 38							
Type: R							

GL Account	GLAcct Desc	Type	P/Y Budget	P/Y Actual	Current Bgt	Current Act	Recommended
38-351-401	Water Sales	R	\$776,347.00	\$772,106.60	\$801,660.00	\$594,453.75	\$829,501.00
38-351-402	Debt Setoff WATER	R	\$302.00	\$386.38	\$78.00	\$356.40	\$224.00
38-351-404	Sewer Services	R	\$594,414.00	\$587,934.89	\$623,274.00	\$446,790.74	\$626,129.00
38-351-407	Debt Setoff SEWER	R	\$501.00	\$620.48	\$42.00	\$518.41	\$196.00
38-351-408	Town Taps	R	\$18,651.00	\$17,797.32	\$18,000.00	\$6,360.21	\$18,000.00
38-351-416	Dis/Reconnection Fee	R	\$7,320.00	\$9,084.74	\$8,972.00	\$5,740.78	\$9,122.00
38-351-417	Fire Sprinkler	R	\$2,253.00	\$2,174.82	\$2,302.00	\$1,843.20	\$2,176.00
38-351-418	Late Fees/Penalty/Cut Off	R	\$12,741.00	\$6,169.38	\$1,000.00	\$17,287.54	\$21,850.00
38-351-419	Returned Check Fee	R	\$430.00	\$350.00	\$400.00	\$680.00	\$825.00
38-351-420	Debt Setoff Late Fees/Penalty/Cut Off	R	\$27.00	\$160.00	\$55.00	\$353.56	\$91.00
38-365-001	Interest Income	R	\$26.00	\$44.86	\$36.00	\$30.40	\$36.00
38-365-410	Interest/investment Income NCCMT	R	\$0.00	\$416.03	\$23.00	\$6,483.12	\$8,184.00
38-365-421	Account Activation Fee	R	\$2,875.00	\$2,700.00	\$2,400.00	\$2,350.00	\$2,813.00
38-381-037	Transfer In From GF	R	\$0.00	\$0.00	\$7,281.00	\$7,281.00	\$7,281.00
			\$1,415,887.00	\$1,399,945.50	\$1,465,523.00	\$1,090,529.11	\$1,526,428.00
Type: E							
38-851-010	Salary Full Time	E	\$95,669.00	\$91,988.22	\$105,650.00	\$90,286.88	\$110,081.00
38-851-014	Salary - Part Time	E	\$18,194.00	\$17,216.46	\$16,987.00	\$14,922.41	\$17,595.00
38-851-019	Salary Over-Time	E	\$5,121.00	\$3,675.58	\$7,308.00	\$4,167.11	\$7,527.00
38-851-020	ER-FICA Taxes	E	\$9,373.00	\$8,584.26	\$9,941.00	\$8,008.60	\$10,343.00
38-851-030	ER - Retirement Orbit	E	\$15,584.00	\$14,854.03	\$19,774.00	\$15,838.90	\$21,058.00
38-851-040	ER - Health Insurance WATER	E	\$18,024.00	\$15,973.46	\$23,979.00	\$16,912.19	\$27,529.00
38-851-050	ER - Life Insurance	E	\$440.00	\$404.14	\$500.00	\$391.60	\$500.00
38-851-060	ER - Workman's Comp	E	\$1,071.00	\$1,070.01	\$1,162.31	\$1,162.31	\$1,163.00
38-851-200	Travel Expense	E	\$215.00	\$0.00	\$215.00	\$0.00	\$215.00
38-851-203	Supplies	E	\$36,826.10	\$28,368.17	\$35,000.00	\$23,227.88	\$35,000.00
38-851-204	Uniforms	E	\$2,332.00	\$2,331.02	\$2,220.00	\$1,924.63	\$2,496.00

GL Account	GLAcct Desc	Type	P/Y Budget	P/Y Actual	Current Bgt	Current Act	Recommended
38-851-250	Light & Heat & Security	E	\$4,384.00	\$3,990.13	\$5,042.00	\$4,005.37	\$6,090.00
38-851-251	Telephone & Postage	E	\$8,790.00	\$8,334.52	\$9,436.00	\$8,479.59	\$8,551.00
38-851-252	Fuel	E	\$7,846.00	\$7,845.96	\$10,300.00	\$5,979.99	\$10,300.00
38-851-255	Bldg. Maint/Clean Svs	E	\$2,036.00	\$1,672.59	\$3,622.33	\$2,494.54	\$3,117.00
38-851-260	Electric Tank/Pumps	E	\$3,423.00	\$2,745.96	\$4,200.00	\$2,081.60	\$3,198.00
38-851-296	Continuing Education	E	\$622.00	\$241.25	\$1,306.00	\$1,305.98	\$1,300.00
38-851-301	Computer Maintenance	E	\$2,547.00	\$1,913.11	\$2,000.00	\$1,764.09	\$3,500.00
38-851-302	Software Support	E	\$10,545.00	\$10,531.97	\$9,400.00	\$8,797.89	\$9,000.00
38-851-305	Technology Upgrades	E	\$829.00	\$639.32	\$2,250.00	\$309.96	\$2,250.00
38-851-309	Advertising	E	\$265.00	\$264.35	\$265.00	\$0.00	\$265.00
38-851-310	Dues & Subscriptions	E	\$424.00	\$423.01	\$687.00	\$411.84	\$450.00
38-851-313	State Permits	E	\$1,088.00	\$1,051.59	\$1,250.00	\$1,043.75	\$1,250.00
38-851-345	Water Tank Contract	E	\$17,961.00	\$17,504.73	\$18,832.00	\$18,831.35	\$19,750.00
38-851-347	Lab Analysis	E	\$1,675.00	\$1,570.00	\$1,500.00	\$1,310.00	\$1,500.00
38-851-351	Maint. & Repair Equip	E	\$1,803.00	\$1,986.42	\$3,000.00	\$1,836.45	\$3,000.00
38-851-352	Vehicle Maintenance	E	\$4,247.00	\$3,699.74	\$4,205.00	\$4,204.15	\$3,750.00
38-851-400	Town Liability Insurance	E	\$5,730.00	\$5,639.90	\$6,980.00	\$6,979.71	\$9,234.00
38-851-405	Audit Expense	E	\$4,367.00	\$4,366.66	\$5,334.00	\$5,333.34	\$5,750.00
38-851-448	External Contract	E	\$24,854.50	\$24,161.87	\$19,423.00	\$19,422.81	\$5,000.00
38-851-451	Water Purchase	E	\$201,423.00	\$183,131.65	\$200,000.00	\$171,948.94	\$200,000.00
38-851-801	Town Hall Roof Loan - Principal	E	\$2,708.00	\$0.00	\$2,742.54	\$2,279.64	\$706.00
38-851-802	USDA Public Works Trucks - Princ Water	E	\$2,567.00	\$0.00	\$2,651.00	\$2,650.22	\$8,534.00
38-851-803	USDA Town Hall/WS Loan Principal	E	\$26,000.00	\$0.00	\$29,243.50	\$2,243.50	\$29,272.00
38-851-831	Town Hall Roof Loan - Interest Water	E	\$129.90	\$61.27	\$92.46	\$81.66	\$3.00
38-851-833	USDA Town Hall/WS Loan Interest	E	\$14,423.00	\$10,350.75	\$15,527.00	\$1,397.00	\$15,196.00
38-851-836	USDA Public Works Trucks - Int Water	E	\$351.00	\$350.20	\$267.00	\$266.78	\$1,349.00
38-851-889	Reserve for USDA Loans	E	\$0.00	\$0.00	\$0.00	\$0.00	\$4,657.00

GL Account	GLAcct Desc	Type	P/Y Budget	P/Y Actual	Current Bgt	Current Act	Recommended
38-851-895	Grass Cutting Expense	E	\$16,000.00	\$13,500.00	\$0.00	\$0.00	\$16,000.00
38-851-896	WS 25% of GF Expense	E	\$45,858.00	\$42,217.37	\$52,654.00	\$41,601.97	\$53,815.00
38-851-998	Contingency	E	\$0.00	\$0.00	\$1,236.36	\$0.00	\$7,035.00
38-852-010	Salary - Full Time	E	\$94,458.00	\$91,582.71	\$105,650.00	\$90,372.89	\$110,081.00
38-852-014	Salary - Part Time	E	\$17,483.00	\$17,382.07	\$16,987.00	\$14,922.42	\$17,595.00
38-852-019	Salary - Over Time Sewer	E	\$6,477.00	\$6,102.27	\$7,308.00	\$4,630.69	\$7,527.00
38-852-020	ER - FICA Sewer	E	\$9,373.00	\$9,016.56	\$9,941.00	\$8,377.69	\$10,343.00
38-852-030	ER-Retirement Orbit	E	\$16,970.00	\$15,148.29	\$19,774.00	\$15,952.63	\$21,058.00
38-852-040	ER-Health Insurance SEWER	E	\$18,025.00	\$15,983.88	\$17,943.00	\$16,916.71	\$27,529.00
38-852-050	ER-Life Insurance	E	\$449.00	\$411.82	\$500.00	\$398.64	\$500.00
38-852-060	ER-Workman's Comp	E	\$1,191.04	\$1,070.00	\$1,162.31	\$1,162.31	\$1,163.00
38-852-200	Travel Expense	E	\$37.00	\$0.00	\$215.00	\$0.00	\$215.00
38-852-203	Supplies	E	\$29,051.33	\$34,147.90	\$30,394.00	\$26,443.32	\$25,602.00
38-852-204	Uniforms	E	\$2,331.00	\$2,330.72	\$2,220.00	\$1,924.42	\$2,496.00
38-852-250	Light & Heat & Security	E	\$4,981.00	\$3,989.95	\$6,000.00	\$3,908.78	\$6,025.00
38-852-251	Telephone & Postage	E	\$8,714.00	\$8,270.72	\$9,153.00	\$8,385.72	\$8,551.00
38-852-252	Fuel	E	\$8,024.00	\$8,023.86	\$10,300.00	\$6,049.71	\$10,300.00
38-852-255	Bldg. Maint/Clean Svs	E	\$2,325.00	\$1,672.61	\$3,622.33	\$2,494.55	\$3,117.00
38-852-260	Electric Tank/Pumps	E	\$13,969.00	\$10,177.09	\$9,000.00	\$8,626.37	\$9,000.00
38-852-296	Continuing Education	E	\$351.00	\$241.25	\$720.00	\$720.00	\$720.00
38-852-301	Computer Maint.	E	\$2,337.00	\$1,820.17	\$2,000.00	\$1,764.08	\$5,000.00
38-852-302	Software Support	E	\$10,545.00	\$10,531.94	\$9,400.00	\$8,797.85	\$9,000.00
38-852-305	Technology Upgrades	E	\$653.00	\$639.28	\$2,250.00	\$234.70	\$2,250.00
38-852-309	Advertising	E	\$683.00	\$682.83	\$683.00	\$326.63	\$683.00
38-852-310	Dues & Subscriptions	E	\$423.00	\$423.00	\$687.00	\$411.83	\$426.00
38-852-313	State Permits	E	\$1,460.00	\$1,460.00	\$1,500.00	\$153.75	\$1,500.00
38-852-351	Maint & Repair Equip	E	\$1,803.00	\$1,986.40	\$3,000.00	\$1,836.44	\$3,000.00

GL Account	GLAcct Desc	Type	P/Y Budget	P/Y Actual	Current Bgt	Current Act	Recommended
38-852-352	Vehicle Maintenance	E	\$4,177.00	\$3,629.67	\$4,205.00	\$4,204.07	\$3,750.00
38-852-400	Liability Insurance	E	\$5,898.00	\$5,859.75	\$5,552.00	\$5,018.81	\$5,851.00
38-852-405	Audit Expense	E	\$4,367.00	\$4,366.66	\$5,334.00	\$5,333.34	\$5,750.00
38-852-435	Purchase of Sewer Services	E	\$334,513.00	\$296,324.92	\$363,112.00	\$247,491.52	\$374,655.00
38-852-448	External Contract	E	\$33,102.17	\$40,804.85	\$17,000.00	\$16,360.34	\$9,000.00
38-852-473	WWTP Rehab Annual Payment	E	\$25,325.00	\$24,142.34	\$25,700.00	\$0.00	\$23,918.00
38-852-801	Town Hall Roof Loan - Principal	E	\$2,708.00	\$0.00	\$2,742.54	\$2,279.64	\$706.00
38-852-802	USDA Public Works Trucks - Princ Sewer	E	\$2,567.00	\$0.00	\$2,650.22	\$2,650.22	\$8,534.00
38-852-803	USDA Town Hall/WS Loan Principal	E	\$26,000.00	\$0.00	\$29,243.50	\$2,243.50	\$29,272.00
38-852-804	NCDEQ Unity, Bute & Battle Sewer Rehab Princ On	E	\$14,977.00	\$0.00	\$14,839.00	\$14,387.20	\$14,388.00
38-852-809	John Riggans Easement Pmt	E	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00
38-852-811	NCDEQ Sewer Rehab Annual Loan- Principal	E	\$13,750.00	\$0.00	\$13,750.00	\$13,750.00	\$13,750.00
38-852-831	Town Hall Roof Loan - Interest Sewer	E	\$129.96	\$61.33	\$91.02	\$81.66	\$57.00
38-852-833	USDA Town Hall/WS Loan Interest	E	\$14,423.00	\$15,847.50	\$15,527.00	\$1,397.00	\$15,196.00
38-852-836	USDA Public Works Trucks - Int Sewer	E	\$351.00	\$350.20	\$267.00	\$266.78	\$1,349.00
38-852-837	NCDEQ Sewer Rehab Annual Loan- Interest	E	\$3,300.00	\$3,300.00	\$3,025.00	\$3,025.00	\$2,750.00
38-852-889	Reserve for USDA Loans	E	\$0.00	\$0.00	\$0.00	\$0.00	\$4,657.00
38-852-896	WS 25% of GF Expense	E	\$45,858.00	\$42,217.38	\$52,654.00	\$41,601.95	\$53,815.00
38-852-998	Contingency	E	\$0.00	\$0.00	\$6,930.58	\$0.00	\$7,020.00
38-901-889	Transfer Out to USDA Loan Reserve	E	\$8,669.00	\$0.00	\$0.00	\$0.00	\$0.00
			\$1,408,974.00	\$1,213,659.59	\$1,470,215.00	\$1,079,807.79	\$1,526,428.00
			\$2,824,861.00	\$2,613,605.09	\$2,935,738.00	\$2,170,336.90	\$3,052,856.00
Fund: 39							
Type: R							
39-351-405	Septic Disposal Service	R	\$18,828.00	\$56,340.00	\$56,940.00	\$54,795.00	\$62,340.00
39-351-470	Town Sewer Revenues	R	\$334,513.00	\$296,324.92	\$363,112.00	\$247,491.52	\$374,655.00
39-351-471	Sewer Revenues - County	R	\$190,349.00	\$168,618.45	\$194,153.00	\$132,331.56	\$232,485.00
39-351-472	Sewer Rev Norlina	R	\$194,521.00	\$172,314.54	\$213,183.00	\$145,302.14	\$214,652.00

GL Account	GLAcct Desc	Type	P/Y Budget	P/Y Actual	Current Bgt	Current Act	Recommended
			\$738,211.00	\$693,597.91	\$827,388.00	\$579,920.22	\$884,132.00
Type: E							
39-861-010	Salary - Full Time	E	\$166,771.00	\$165,197.65	\$186,071.00	\$157,458.03	\$192,951.00
39-861-014	Salary - Part Time	E	\$14,987.00	\$14,718.42	\$17,097.00	\$13,683.84	\$18,338.00
39-861-019	Over-Time	E	\$14,064.00	\$10,262.11	\$15,869.00	\$7,404.14	\$16,345.00
39-861-020	ER-FICA Taxes	E	\$15,037.00	\$12,291.43	\$16,756.00	\$12,655.81	\$17,414.00
39-861-030	ER - Retirement Orbit	E	\$33,686.00	\$27,557.86	\$39,040.00	\$28,074.70	\$41,444.00
39-861-040	ER- Health Insurance	E	\$27,820.00	\$25,025.29	\$32,198.00	\$27,811.26	\$42,530.00
39-861-050	ER-Life Insurance	E	\$634.00	\$546.40	\$625.00	\$552.64	\$625.00
39-861-060	ER-Workman's Comp	E	\$2,324.00	\$2,081.21	\$2,324.00	\$2,259.21	\$2,260.00
39-861-200	Travel Expense	E	\$500.00	\$0.00	\$500.00	\$0.00	\$500.00
39-861-203	Supplies	E	\$56,289.00	\$55,397.97	\$57,000.00	\$43,675.64	\$57,000.00
39-861-204	Uniforms	E	\$3,232.00	\$3,231.44	\$3,120.00	\$2,663.82	\$3,432.00
39-861-250	Light, Heat & Security	E	\$100,492.00	\$100,491.67	\$105,000.00	\$88,263.25	\$119,000.00
39-861-251	Telephone & Postage	E	\$8,935.00	\$8,806.74	\$9,805.00	\$8,803.97	\$9,050.00
39-861-252	Fuel	E	\$9,000.00	\$8,756.60	\$10,250.00	\$6,516.48	\$10,250.00
39-861-296	Continuing Education	E	\$2,291.00	\$2,291.00	\$2,000.00	\$925.00	\$2,000.00
39-861-301	Computer Maint.	E	\$4,562.50	\$3,559.67	\$3,885.00	\$3,525.35	\$5,546.00
39-861-302	Software Support	E	\$3,848.00	\$3,681.60	\$4,053.00	\$4,052.81	\$4,208.00
39-861-305	Technology Upgrades	E	\$865.50	\$639.29	\$2,000.00	\$234.70	\$2,000.00
39-861-309	Advertising	E	\$1,181.00	\$1,180.82	\$1,000.00	\$636.50	\$1,000.00
39-861-310	Dues & Subscriptions	E	\$132.00	\$131.33	\$135.34	\$135.33	\$136.00
39-861-318	Freight Charges	E	\$2,152.00	\$2,103.15	\$1,775.00	\$1,746.54	\$1,750.00
39-861-342	Maint & Repair Plant	E	\$60,052.00	\$50,693.37	\$46,930.00	\$46,329.40	\$80,000.00
39-861-344	Sludge Removal	E	\$60,420.00	\$60,420.00	\$70,000.00	\$52,316.00	\$70,000.00
39-861-345	Beaver Control	E	\$394.00	\$0.00	\$750.00	\$0.00	\$750.00
39-861-346	Lab Material & Supplies	E	\$10,062.00	\$10,061.63	\$9,000.00	\$7,873.19	\$9,000.00

GL Account	GLAcct Desc	Type	P/Y Budget	P/Y Actual	Current Bgt	Current Act	Recommended
39-861-347	Lab Analysis	E	\$19,832.00	\$19,831.45	\$18,565.00	\$15,352.45	\$21,662.00
39-861-348	Tar - Pamlico Dues	E	\$3,000.00	\$2,880.00	\$3,000.00	\$2,880.00	\$3,000.00
39-861-349	OSHAComp/Safety M&S	E	\$1,000.00	\$926.50	\$1,360.00	\$174.00	\$1,500.00
39-861-352	Vehicle Maintenance	E	\$4,250.00	\$2,417.23	\$4,469.00	\$2,661.16	\$4,750.00
39-861-400	Liability Insurance	E	\$19,096.00	\$16,006.90	\$14,624.00	\$13,635.22	\$17,174.00
39-861-405	Audit Expense	E	\$8,734.00	\$8,733.35	\$10,667.00	\$10,666.66	\$11,500.00
39-861-441	Certify Lab Services	E	\$914.00	\$792.40	\$1,000.00	\$100.00	\$1,000.00
39-861-444	Permits & Fees	E	\$9,232.00	\$8,658.33	\$14,535.00	\$13,260.00	\$15,735.00
39-861-446	Influent Debris Removal	E	\$5,557.00	\$4,987.08	\$6,042.00	\$4,951.54	\$5,999.00
39-861-810	NCDEQ WWTP Phase 2 Principal	E	\$23,607.00	\$0.00	\$23,607.00	\$23,606.60	\$23,607.00
39-861-897	WWTP 25% of GF Exp	E	\$44,247.00	\$43,877.87	\$56,781.00	\$43,502.12	\$60,675.00
39-861-998	Contingency	E	\$11.00	\$0.00	\$56.66	\$0.00	\$10,000.00
			\$739,211.00	\$678,237.76	\$791,890.00	\$648,387.36	\$884,131.00
			\$1,477,422.00	\$1,371,835.67	\$1,619,278.00	\$1,228,307.58	\$1,768,263.00



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

P.O. Box 281
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**Meeting Minutes
Finance Committee of BOC
April 14, 2023**

Commissioner and Finance Committee Chair, Mary Hunter, called to order the meeting of the Finance Committee of the Board of Commissioners at 10:00 AM at Town Hall. In attendance were fellow Commissioners and committee members Jason Young and John Blalock as well as Town staff and Town Administrator Robert Davie.

Difficulties making the budget balance were outlined. The immediate need for a new computer server was highlighted. The Chief of Police presented two alternatives for increasing his budget and the lack of staff and cost of staff was discussed.

The Finance Committee tasked the Town Administrator with making revisions to the budget that include: a tax increase of 5 cents, a 3% salary increase for employees, the cost for construction the municipal parking lot, increased costs for fuel, and fund balance as necessary.

A follow up meeting was scheduled for April 20, 2023 at 10:00 AM at Town Hall.

With no further business the meeting was adjourned.



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

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**Meeting Minutes
Finance Committee of BOC
April 20, 2023**

Commissioner and Finance Committee Chair, Mary Hunter, called to order the meeting of the Finance Committee of the Board of Commissioners at 10:00 AM at Town Hall. In attendance were fellow Commissioners and committee members Jason Young and John Blalock as well as Town staff Robert Davie, Bill Perkinson, Goble Lane and Meredith Valentine.

The minutes of the Finance Committee meeting of April 14, 2023 were reviewed and approved as presented.

Revisions to the budget included a 3% increase in salaries across the board and the police budget had been revised with slight additions to Part Time positions and Overtime of \$10,000 and \$5,000 respectively. The gap between revenues and expenses was noted as approximately \$57,000 and that a percentage of Fund Balance and tax increases were necessary.

Various scenarios were discussed and agreement centered around reducing the 3% salary increase to 2%, eliminating the contribution to the fire museum and raising taxes by 3 cents.

The Finance Committee tasked the Town Administrator with making these revisions to the budget but to also include in a separate spreadsheet for the full board of commissioners a comparison with a 3% salary increase with its impact on taxes and Fund Balance.

With no further business the meeting was adjourned.



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

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Tax rate comparison in cents/\$100

Warrenton	65 current, 68 proposed
Norlina	70
Henderson	71
Warren County	81
Enfield	93
Halifax	66
Littleton	80
Roanoke Rapids	66
Scotland Neck	78
Weldon	72
Franklinton	75
Louisburg	45
Youngsville	65
Oxford	64

	2% Salary	Orbit 19.70%	Fica 7.65%	401K 5%	Total 2%
GF TOTAL	\$364,980.51	\$71,901.16	\$27,921.01		\$464,802.68
W/S TOTAL	\$149,375.39	\$29,426.95	\$11,427.22		\$190,229.56
WWTP TOTAL	\$354,189.40	\$69,775.31	\$27,095.49		\$451,060.20
POLICE TOTAL	\$295,809.41	\$61,357.33	\$22,629.42	\$12,953.25	<u>\$392,749.40</u> 1,545,635.96

	3% Salary	Orbit 19.70%	Fica 7.65%	401K 5%	Total 3%
GF TOTAL	\$368,521.01	\$72,598.64	\$28,191.86		\$469,311.50
W/S TOTAL	\$150,818.29	\$29,711.20	\$11,537.60		\$192,067.09
WWTP TOTAL	\$357,624.10	\$70,451.95	\$27,358.24		\$455,434.29
POLICE TOTAL	\$298,677.15	\$61,952.17	\$22,848.80	\$13,078.89	<u>\$396,557.01</u> 1,560,615.91

Police Department Orbit rate is 20.89%

Difference of \$14,979.95

Account - 37-395-396 Appropriated Fund Balance (Budget Only)

GL Account	Date	FP	Description	Desc2	Debit	Credit	Batch
GL Account: 37-395-396 Appropriated Fund Balance (Budget Only)							
FP: 50							
37-395-396	07/01/2022		50 Budget Prep Entry/FP- 50		\$0.00	\$10,291.00	363987
37-395-396	07/18/2022		50 BA #1 HEALTH INS EXPENSE	APROP FUND	\$0.00	\$14,453.00	365406
37-395-396	08/16/2022		50 BA #2 PURCHASE PROPERTY	INCREASE AP	\$0.00	\$54,000.00	365644
37-395-396	10/11/2022		50 BA #3 INCREASE LEGAL FEES,	INCREASE AP	\$0.00	\$11,600.00	366174
37-395-396	10/11/2022		50 BA #4 PAY FIRE MUSEUM UN	INCREASE AP	\$0.00	\$9,984.00	366177
37-395-396	01/10/2023		50 BA #9 POLICE DEPT	INCREASE AP	\$0.00	\$11,135.00	367043
					\$0.00	\$111,463.00	
					\$0.00	\$111,463.00	
					\$0.00	\$111,463.00	

	LOAN PAYMENTS										
	Outstanding Loans	Original	Loan	Loan and Prin	FY	FY	FY	FY	FY	Due	Last
		Principal	Total	Balance	2020-21	2021-22	2022-23	2023-24	2024-25	Date	Payment
LENDERS	FUND 37										
Fist Citizens	Town Hall Roof split	\$ 150,000	\$ 113,342	\$ 2,833	\$ 11,334	\$ 11,334	\$ 11,334	\$ 2,833		26-Sep	2023
USDA 2019	Two PD Cars	\$ 33,800	\$ 37,982	\$ 21,704	\$ 5,426	\$ 5,426	\$ 5,426	\$ 5,426	\$ 5,426	20-Nov	2026
USDA 2017	Two Police Cars 200&400	\$ 29,500	\$ 33,460	\$ 9,560	\$ 4,780	\$ 4,780	\$ 4,780	\$ 4,780	\$ 4,780	Sep	2024
	2 PD Cars							\$ 8,977	\$ 8,977	28-Mar	2031
USDA 2016	Police Cameras	\$ 8,500	\$ 9,327	\$ 1,333	\$ 1,333	\$ 1,333	\$ 1,333	\$ 1,333		12-Dec	2023
BB&T	Battle Ave sewer rehab Powell Bill	\$ -	\$ -	\$ -	\$ 5,860	\$ 5,860				12-Apr	2022
USDA	Town Hall Loan Portion USDA				\$ 7,280	\$ 7,280	\$ 7,280	\$ 7,280	\$ 7,280	1-Jun	2060
	SUBTOTAL FUND 37'	\$ 221,800	\$ 194,111	\$ 35,430	\$ 36,013	\$ 36,013	\$ 30,153	\$ 30,629	\$ 26,463		
	FUNDS 38 and 39										
Warren County	Phase I - WWTP Rehab	\$ 842,428	\$ 1,061,937	\$ 253,857	\$ 25,760	\$ 24,539	\$ 24,119	\$ 23,608	\$ 23,143	June	2033
NCDEQ	Sewer rehab 2013	\$ 275,000	\$ 331,168	\$ 169,399	\$ 17,325	\$ 17,050	\$ 16,775	\$ 16,500	\$ 16,225	1-May	2033
BB&T	Battle Ave sewer rehab W/S	\$ 143,000	\$ 192,519	\$ -	\$ 6,975	\$ 6,485				12-Apr	2022
USDA	2 PW Trucks	\$ 36,000	\$ 40,838	\$ 23,336	\$ 5,834	\$ 5,834	\$ 5,834	\$ 5,834	\$ 5,834	24-Oct	2024
	3 PW Trucks							\$ 10,947	\$ 10,947	10-Jan	2030
	3 PW Trucks							\$ 2,982	\$ 2,982	10-Jan	2030
First Citizens	Town Hall Roof split		\$ 56,671	\$ 7,083	\$ 5,667	\$ 5,667	\$ 5,667	\$ 1,417		26-Sep	2023
NCDEQ	Phase 2 - WWTP Rehab	\$ 472,132	\$ 472,132	\$ -		\$ 10,422	\$ 10,422	\$ 10,422	\$ 10,422		2041
NCDEQ	NC DEQ - Bute Unity	\$ 115,000	\$ 115,000	\$ 101,011	\$ 5,750	\$ 5,750	\$ 5,611	\$ 5,611	\$ 5,611	1-May	2040
NCDEQ	NC DEQ - Battle Ave	\$ 184,531	\$ 184,531	\$ 157,958	\$ 9,227	\$ 9,227	\$ 8,775	\$ 8,775	\$ 8,775	1-May	2040
USDA	WS LOAN	\$ 2,615,000	\$ 3,254,531	\$ 3,100,420	\$ 73,326	\$ 80,845	\$ 82,260	\$ 81,652	\$ 81,045	1-Jun	2060
	SUBTOTAL FUND 38	\$ 4,683,091	\$ 5,709,327	\$ 3,813,064	\$124,104	\$141,280	\$135,344	\$144,140	\$141,841		
	TOTALS FUNDS 37 AND 38	\$ 4,904,891	\$ 5,903,438	\$ 3,848,494	\$160,117	\$177,293	\$165,497	\$174,769	\$168,304		



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

STATUS OF GRANTS

(Fund 55) NC DEQ Water Infrastructure WWTP -- \$2,100,000 to rehab most severe areas of WWTP

- Town \$1,600,000 with 100% grant and Town to pay 1.5% processing fee. Town borrowing additional \$500,000 to pay for cost increases in marketplace.
- Grant being closed out.

(Fund 72) NC Main Street Solutions Warrenton Brewery Grant - \$100,000 grant with 2 to 1 match. This grant is to help renovate 120 S. Main Street for a Brewery and Meadery.

- Final closeout documents received from NC Commerce. Final Annual Report due July 2023.

(Fund 67) NC Neighborhood Revitalization Program

- CDGB funds to assist in repairing houses owned by citizens of low or moderate incomes.
- Preliminary title work completed (legal).
- NC Commerce has granted an additional \$200,000 in funding due to construction cost increases.
- Second house delivery scheduled. Third house being constructed offsite.

(Fund 68) Building Reuse Grant

- Town awarded \$50,000 from NC Commerce for Warrenton Veterinary Clinic.
- Job reporting to Commerce and closeout documentation is pending.

(Fund 69) Volkswagen Settlement Grant

- Town awarded \$218,000 for new garbage and dump trucks. Utility/dump truck delivered to Town. Awaiting final reimbursement from State on dump truck.

(Fund 71) Brownfield Grant

- This \$300,000 grant will be used to analyze the environmental issues with multiple properties in Warrenton.
- Phase II being scheduled for several properties in Town. Phase I's continuing on additional properties.

(Fund 74) USDA Community Facilities \$154,488 (trucks)

- Town awarded approximately 55% grant with balance in a 7-year loan.
- Grant complete.

(Fund 75) USDA Community Facilities \$106,864 (police SUVs)

- Town awarded approximately 55% grant with balance in a 7-year loan.
- Two SUVs have been delivered. Grant complete.

Grant Applications:

- FEMA Hazard Mitigation grant – for berm to prevent flooding at WWTP
- NCDEQ Stormwater AIA – for evaluating stormwater issues
- NCDEQ – for up to \$500,000 in grant funding for WWTP
- Golden Leaf Foundation – funding of stormwater issue along N. Main, N. Front and Brehon Street



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Server Update – Local Server versus Hosted Server

The Town's main server, hosting financial and utility personal information is over eight years old and the server software is over 10 years old. Microsoft will no longer be supporting our version of software as of October 2023, leaving it vulnerable to hacking. Furthermore, the current server has only one drive and does not utilize RAID, or redundant hard drives.

The Town has two options for replacing the server: 1) purchase and install a new server at Town Hall, or 2) allow Southern Software to purchase a server and host the server at Microsoft Azure. The plusses and minuses are:

Hosted Server: (Southern Software – Microsoft Azure)

- Microsoft responsible for security
- More robust security by Microsoft
- Hardware and software upgrades are responsibility of Southern Software and Microsoft
- Reduced support fees from VC3
- **Cost: \$8,460 annually.**

Local Server:

- Town and VC3 are responsible for security.
- Security will not be as robust as Microsoft's.
- Town responsible for continuous software updates and hardware updates every 5 years
- **Cost: \$12,240.**

Endpoints (PCs) – Do Nothing versus Update to Best Practices

Status Quo

For PCs... the offsite backup and security software the Town will transition to with VC3 is included in their monthly rate, however, the backup assumes a local server is in place. With hosted servers there is a charge for backing up which is part of the assumed \$300 monthly savings which originally justified the increase in price with VC3. This option is keeping things as they are without moving to best practices for security.

- **Cost: Monthly increases of \$200-\$500.**

Best Practices

The second option is to convert all systems over to best practices with VC3, which include updating Windows 365 email licenses, Windows Office licenses, managing backups differently, engaging the best security practices. The best security practices include:

- Proactive monitoring of VC3 security team
- Web content filtering, blocking employees from harmful sites
- Security awareness training, phishing tests for employees
- Email protection, encrypts email, scans email for malware, stops most email phishing attempts
- Dark Web scanning for Warrenton data possibly existing in Dark Web
- Easily readable reports on above
- **Cost: Monthly increases of \$1621.**

Two decision points for Board of Commissioners:

1. Host server locally at town hall and assume responsibility and risk versus allow Southern Software to host server at Microsoft Azure, who assumes responsibility and risk.
2. Keep endpoints (PCs) at current level of security versus update to best practices.

§ 75-65. Protection from security breaches.

(a) Any business that owns or licenses personal information of residents of North Carolina or any business that conducts business in North Carolina that owns or licenses personal information in any form (whether computerized, paper, or otherwise) shall provide notice to the affected person that there has been a security breach following discovery or notification of the breach. The disclosure notification shall be made without unreasonable delay, consistent with the legitimate needs of law enforcement, as provided in subsection (c) of this section, and consistent with any measures necessary to determine sufficient contact information, determine the scope of the breach and restore the reasonable integrity, security, and confidentiality of the data system. For the purposes of this section, personal information shall not include electronic identification numbers, electronic mail names or addresses, Internet account numbers, Internet identification names, parent's legal surname prior to marriage, or a password unless this information would permit access to a person's financial account or resources.

(b) Any business that maintains or possesses records or data containing personal information of residents of North Carolina that the business does not own or license, or any business that conducts business in North Carolina that maintains or possesses records or data containing personal information that the business does not own or license shall notify the owner or licensee of the information of any security breach immediately following discovery of the breach, consistent with the legitimate needs of law enforcement as provided in subsection (c) of this section.

(c) The notice required by this section shall be delayed if a law enforcement agency informs the business that notification may impede a criminal investigation or jeopardize national or homeland security, provided that such request is made in writing or the business documents such request contemporaneously in writing, including the name of the law enforcement officer making the request and the officer's law enforcement agency engaged in the investigation. The notice required by this section shall be provided without unreasonable delay after the law enforcement agency communicates to the business its determination that notice will no longer impede the investigation or jeopardize national or homeland security.

(d) The notice shall be clear and conspicuous. The notice shall include all of the following:

- (1) A description of the incident in general terms.
- (2) A description of the type of personal information that was subject to the unauthorized access and acquisition.
- (3) A description of the general acts of the business to protect the personal information from further unauthorized access.
- (4) A telephone number for the business that the person may call for further information and assistance, if one exists.
- (5) Advice that directs the person to remain vigilant by reviewing account statements and monitoring free credit reports.
- (6) The toll-free numbers and addresses for the major consumer reporting agencies.
- (7) The toll-free numbers, addresses, and Web site addresses for the Federal Trade Commission and the North Carolina Attorney General's Office, along with a statement that the individual can obtain information from these

interagency guidance, shall be deemed to be in compliance with this section.

(i) A violation of this section is a violation of G.S. 75-1.1. No private right of action may be brought by an individual for a violation of this section unless such individual is injured as a result of the violation.

(j) Causes of action arising under this Article may not be assigned. (2005-414, s. 1; 2009-355, s. 2; 2009-573, s. 10.)



Attorney General

Josh Stein

[NCDOJ](#) > [Protecting Consumers](#) > [Protecting Your Identity](#) > [Protect Your Business From ID Theft](#) > [Security Breach Information](#)

Security Breach Information

Security Breach: Your Requirements

The [Identity Theft Protection Act](#) requires businesses and state and local government to notify people when there is a security breach involving their personal identifying information. As of July 2019, over 6,500 breaches have been reported impacting over 16 million North Carolina consumers.

What is a Security Breach?

A “security breach” is defined as the unauthorized release of unencrypted or unredacted records or data containing personal information with corresponding names, such as a person’s first initial and last name. The acquisition of encrypted data only is a breach if a confidential process or key needed to unlock the data is also breached. The authorized access of personal information by an employee or agent is not considered a security breach so long as the information is used for a lawful purpose.

Personal Information

Personal information includes: an individual's Social Security number (SSN), employer taxpayer identification number (TIN), driver's license or state identification number, passport number, checking/saving account number, credit/debit card number, PIN, digital signature, biometric data, fingerprints or any number that can be used to access his financial resources. An individual's email name or address, Internet account number, Internet username or password may be considered a breach if it would permit someone to access financial accounts or resources. Personal information does not include directories available to the public.

Who Must Notify?

A business, state or local government agency that owns or licenses records or data with personal information that has been subject to a security breach must notify. A business includes sole proprietorships, partnerships, corporations, associations, charities or any group, however organized. The business must be (1) located in North Carolina or (2) own/license the personal information (in any form) of North Carolina residents. Businesses that keep records/data with the personal information of North Carolina residents on behalf of another company must notify the owner or licensee of a security breach.

Notification Requirements

Once your business or agency discovers a security breach, you must notify the people affected. The notice must be clear and conspicuous and given without unreasonable delay. Notice can only be delayed at the request of law enforcement if it would harm a criminal investigation or national security.

The Notice Must Include:

- General description of the security breach incident;
- Type of personal information breached;
- General description of your efforts to avoid further unauthorized access to personal information;
- Telephone number where people can call for more information and assistance, if one exists;
- Advice for people who are affected; and
- Contact information for the major consumer reporting agencies, the Federal Trade Commission and the North Carolina Attorney General's office.

How To Send the Notice

The notice can be mailed, emailed if you have a valid email address and they've agreed to receive communications electronically, or given via telephone directly to the affected person. Substitute notice may be given if (1) the cost of providing the notice exceeds \$250,000; (2) the number of affected persons is greater than 500,000; or (3) your agency or business does not have the contact information to notify the person in another way. Substitute notice must include posting a notice on your website, emailing affected persons and notifying major statewide media.

Additional Requirements

Businesses and state and local government agencies must also report security breaches to the Attorney General's Consumer Protection Division, as well as to the three major consumer reporting agencies.



Main Campus

114 West Edenton Street
Raleigh, NC 27603

p: (919) 716-6400
f: (919) 716-6750

State Crime Laboratory

121 East Tryon Road
Raleigh, NC 27603

p: (919) 582-8700
f: (919) 662-4475

Triad Regional

State Crime Laboratory
2306 West Meadowview Road
Suite 110
Greensboro, NC 27047

NC Justice Academy

Salemburg Campus:
PO Box 99
Salemburg, NC 28385

p: (910) 525-4151
f: (910) 525-5439

NC Justice Academy

Edneyville Campus:
PO Box 600
Edneyville, NC 28727

p: (828) 685-3600
f: (828) 685-9933

Sheriffs' Training & Standards

PO Box 629
Raleigh, NC 27602

p: (919) 779-8213
f: (919) 662-4515

PROTECT SHIELD

We keep you secure.

90% of cyberattacks begin in an email.

Today, the world of cybersecurity is scary. Cyberattackers look for any weak spots. Ransomware deploys unexpectedly and shuts down operations. Permanent data loss results from an ill-timed click of a mouse.

Protect Shield augments your existing cybersecurity measures by lessening the risk of an employee making a critical mistake that leads to a cyberattack. We provide you security awareness training, advanced email security, and monitoring by a 24x7x365 security operations center to detect cyberattacks before they even begin.

In one package, Protect Shield provides tools that lessen the risk of employees accidentally causing your organization to fall victim to a cybersecurity incident.



SECURITY INCIDENT MANAGEMENT

24x7x365 proactive monitoring and incident response by a certified security team.



ADVANCED OFFICE 365 CLOUD PROTECTION

Monitors security events 24x7x365 with the Office 365 environment. Detects log ins, excessive downloads of data, or unauthorized changes.



SECURITY AWARENESS TRAINING

Provides phishing tests and security awareness training to keep employees sharp, skilled, and smart to counter cyberattacks.



DARK WEB STOLEN CREDENTIAL SCANNING

Scans the dark web to uncover compromised usernames and passwords shared or sold by criminals, allowing you to take security steps.



WEB CONTENT FILTERING

Proactively blocks employees from accessing websites that may cause harm to your organization.



ENDPOINT DETECTION AND RESPONSE (EDR)

Detects malware and potential cyberattacks on endpoint devices (servers, desktops, laptops, etc), preventing attacks.



ADVANCED EMAIL PROTECTION

Encrypts your email, scans it for malware, and stops most phishing and spam attempts from ever reaching your employees.



COMPREHENSIVE REPORTING

Visibility for decision makers through non-technical business-driven reports.

REST EASY KNOWING THAT YOU'RE PROTECTED TODAY AND PREPARED FOR WHATEVER TOMORROW BRINGS.

Take the first step today!

VC3.COM | 800-787-1160



THIRD AMENDMENT TO WATER TOWER ATTACHMENT COMMUNICATION SITE AGREEMENT

THIS THIRD AMENDMENT TO WATER TOWER ATTACHMENT COMMUNICATION SITE AGREEMENT (the “Third Amendment”) is made and shall be effective, as of the last date of the signatures below (“Effective Date”), between Town of Warrenton, North Carolina, (“Landlord”) and ALLTEL CORPORATION d/b/a Verizon Wireless (“Tenant”). Landlord and Tenant (or their predecessors in interest) entered into that certain Water Tower Attachment Communication Site Agreement dated April 22, 2005, as may have been previously amended and/or assigned (the “Lease”), pursuant to which Tenant is leasing from Landlord a portion of that certain property located at 543 King Street, Warrenton, North Carolina 27859, as more particularly described in the Lease. Landlord and Tenant may be referenced in this Third Amendment individually as a “Party” or collectively as the “Parties.”

In consideration of the mutual covenants and promises contained in this Third Amendment, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged by the Parties, the Parties agree to amend the Lease as follows:

1. Tenant shall be allowed to make the equipment additions or removals necessary to configure Tenant’s equipment as shown on Attachment A, attached hereto. For all purposes under the Lease as amended hereby, the descriptions and specifications of Tenant’s equipment set forth in the Lease, including, without limitation, any equipment descriptions and specifications with respect to Tenant’s equipment set forth in any schedules, exhibits or attachments to the Lease, are hereby deleted and replaced with the specifications of Tenant’s equipment described in Attachment A, attached hereto.
2. Unless otherwise provided herein, all defined terms shall have the same meaning as ascribed to such terms in the Lease.
3. In the event of any conflict or inconsistency between the terms of this Third Amendment and the Lease, the terms of this Third Amendment shall govern and control.
4. Except as otherwise provided for in this Third Amendment, the Lease shall remain in full force and effect in accordance with the original terms of the Lease.

[SIGNATURE PAGE TO FOLLOW]

Tenant Site Name: Warrenton – City WT

Tenant Contract #: 90742

IN WITNESS WHEREOF, this Third Amendment is effective and entered into as of the date last written below:

LANDLORD:

TOWN OF WARRENTON, NORTH CAROLINA

By:_____

Name:_____

Title:_____

Date:_____

TENANT:

ALLTEL CORPORATION

d/b/a Verizon Wireless

By: _____

Name: _____

Title: _____

Date: _____

Tenant Site Name: Warrenton – City WT
Tenant Contract #: 90742

ATTACHMENT A
EQUIPMENT SPECIFICATIONS

See attached



GOVERNMENT ACCOUNT FORM AND LETTER OF AGENCY

Sales Rep: Andrew Paschal

MULTI-SERVICES

Order Date:

CUSTOMER INFORMATION

Government Entity Name ("Customer"): Town of Warrenton

Billing Telephone Number: 252-257-1122

Designated Contact:

Contact Phone Number:

Service Address (Street/Suite): See **Appendix A-1**

Mailing/Billing Address (Street/Suite): 113 South Bragg Street

City: Warrenton

State/Zip Code: NC/27589

Additional Comments/Notes (if any):

AGREEMENT AND AUTHORIZATION

By signing this Government Account Form and Letter of Agency ("**LOA**"), Customer hereby (a) engages Granite Telecommunications, LLC and/or its affiliates ("**Granite**") to provide Services as set forth in **Appendix A**, attached hereto and incorporated herein, and such other Services as Customer may order from time to time after the date hereof and (b) authorizes and appoints Granite to act as its agent solely for the purposes of handling all arrangements for establishing, converting, ordering, changing and/or maintaining such Services, and to take such other actions as are reasonably necessary to provide such Services and as Customer may request from time to time. Customer directs its current service provider(s), if any, to work with Granite to affect these changes.

Customer agrees to all of the Terms and Conditions of Service as set forth at www.granitenet.com/legal (as such may be modified from time to time, the "**Terms of Service**"), including, without limitation, the additional terms and conditions of service specifically applicable to a specific service.

Services under this Agreement shall be month to month for the POTS and three years for internet. Customer may cancel services at any time given 30 (thirty) days written notice.

The Terms of Service set forth rights and responsibilities of Customer and Granite concerning Services to be provided and in regards to other important topics. If Customer does not agree to the Terms of Service, the authorized representative of Customer should not sign this LOA. All terms and conditions of the Terms of Service are incorporated herein by reference. ***The Customer Disclosures attached hereto are an integral part of this LOA. This LOA is confidential and may not be disclosed to third parties except as required by applicable law.***

SIGNATURE

The undersigned is authorized to sign on behalf of Customer and Customer agrees to be bound by the Terms of Service. This LOA is effective as of the date of execution below.

Customer

By: _____

Print Name: _____

Title: _____

Date: _____

Signing this Government Account Form and Letter of Agency will result in a change of service provider(s).

{999997-016/00031993-1 }

Government Account Form and LOA (Multi-Services)

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CUSTOMER DISCLOSURES

INTERNET BASED SERVICES

Customer acknowledges and agrees that certain Internet Based Services (which for purposes of this Customer Disclosure, includes, but is not limited to, Hosted PBX, SIP Trunking, SIP PRI, Hosted Voice, Virtual Auto Attendant and Virtual Voicemail Services), ordered through Granite may not operate in the same manner as traditional wireline phone service and that the following terms and conditions apply with respect to such Internet-Based Services: (a) such services are designed only for use with a compatible PBX or similar advanced telephone system; (b) such services only support Granite's local, intralata toll, interstate long distance and international voice services; (c) such services DO NOT support auto dialers, predictive dialers, telemarketing applications, modems, credit card process, heavy faxing lines and elevator lines (only POTS lines should be used for these purposes); (d) a qualified vendor must install the equipment and service at Customer's sole expense and Granite will not process any order without a qualified vendor involved in the installation process; and (e) Granite requires that Customer provide a complete list of all phone numbers to be ported, any numbers omitted from the list may result in those numbers not being ported at the time of circuit turn-up. Granite will attempt to retrieve CSRs from the existing carrier(s), but cannot guarantee its ability to obtain such CSRs. Customer agrees to provide Granite with complete CSRs, if requested.

CUSTOMER ACKNOWLEDGES AND AGREES THAT SOME OF THE SERVICES PROVIDED BY GRANITE ARE INTERNET-BASED SERVICES AND THAT 911 SERVICES ON INTERNET-BASED SERVICES ARE DIFFERENT THAN THAT OF TRADITIONAL WIRELINE SERVICE. FOR BASIC 911 OR E911 TO BE ACCURATELY ROUTED TO THE APPROPRIATE EMERGENCY RESPONDER, CUSTOMER MUST PROVIDE GRANITE WITH THE TELEPHONE NUMBER(S) ASSOCIATED WITH SUCH INTERNET-BASED SERVICES FOR THE REGISTERED ADDRESS.

CUSTOMER ACKNOWLEDGES THAT INTERNET-BASED SERVICES PROVIDED BY GRANITE MAY NOT SUPPORT BASIC 911 OR E911 DIALING IN THE SAME MANNER AS TRADITIONAL WIRELINE PHONE SERVICE. CUSTOMER AGREES TO INFORM THIRD PARTIES OF THE POTENTIAL COMPLICATIONS ARISING FROM BASIC 911 OR E911 DIALING. SPECIFICALLY, CUSTOMER ACKNOWLEDGES AND AGREES TO INFORM ALL EMPLOYEES, GUESTS, AND OTHER THIRD PERSONS WHO MAY USE SUCH INTERNET-BASED SERVICES THAT BASIC 911 AND E911 SERVICES WILL NOT FUNCTION IN THE CASE OF A SERVICE FAILURE FOR ANY OF THE FOLLOWING REASONS: (A) POWER FAILURES; (B) SUSPENDED OR TERMINATED INTERNET ACCESS SERVICE; (C) SUSPENSION OF SERVICES DUE TO BILLING ISSUES; AND/OR (D) ANY OTHER SERVICE OUTAGES NOT DESCRIBED HEREIN. CUSTOMER FURTHER ACKNOWLEDGES AND AGREES THAT FAILURE TO PROVIDE A CORRECT PHYSICAL ADDRESS IN THE REQUISITE FORMAT MAY CAUSE ALL BASIC 911 OR E911 CALLS TO BE ROUTED TO THE INCORRECT LOCAL EMERGENCY SERVICE PROVIDER. FURTHERMORE, CUSTOMER RECOGNIZES THAT USE OF SUCH INTERNET-BASED SERVICES FROM A LOCATION OTHER THAN THE LOCATION TO WHICH SUCH SERVICE WAS ORDERED, I.E., THE "REGISTERED ADDRESS," MAY RESULT IN BASIC 911 OR E911 CALLS BEING ROUTED TO THE INCORRECT LOCAL EMERGENCY SERVICE PROVIDER.

CUSTOMER IS REQUIRED TO REGISTER THE PHYSICAL LOCATION OF THEIR EQUIPMENT (I.E., IP PHONE, SOFTPHONE, DIGITAL TELEPHONE ADAPTER OR VIDEOPHONE, ETC.) WITH GRANITE AND AGREES TO UPDATE, AND PROVIDE PRIOR WRITTEN NOTICE TO, GRANITE OF THE LOCATION OF SUCH EQUIPMENT WHENEVER THE PHYSICAL LOCATION OF SERVICE FOR A PARTICULAR TELEPHONE NUMBER CHANGES.

TO THE EXTENT THAT GRANITE PROVIDES INTERNET-BASED SERVICES WHICH CUSTOMER UTILIZES FOR TRANSMISSION OF ALARM SYSTEM SIGNALS, CUSTOMER ACKNOWLEDGES THAT GRANITE IS NOT RESPONSIBLE FOR THE FUNCTIONALITY OF SUCH ALARM SYSTEMS AND SIGNALS. CUSTOMER UNDERSTANDS THAT INTERNET-BASED SERVICES ARE NOT INFALLIBLE. CUSTOMER SPECIFICALLY ACKNOWLEDGES THAT GRANITE DOES NOT REPRESENT OR WARRANT THAT THE TRANSMISSION OF ALARM SIGNALS WILL NOT BE INTERRUPTED, CIRCUMVENTED OR COMPROMISED. IF INTERNET BASED SERVICES ARE NOT OPERATIVE, NO ALARM SIGNALS CAN BE RECEIVED BY THE MONITORING STATION. CUSTOMER UNDERSTANDS THAT INTERNET-BASED SERVICES MAY BE IMPAIRED OR INTERRUPTED BY ATMOSPHERIC CONDITIONS, INCLUDING ELECTRICAL STORMS, POWER FAILURES OR OTHER CONDITIONS AND EVENTS BEYOND GRANITE'S CONTROL. THE USE OF INTERNET-BASED SERVICES MAY PREVENT FROM THE TRANSMISSION OF ALARM SIGNALS AT ANY TIME, AND/OR INTERFERE WITH THE TELEPHONE LINE-SEIZURE FEATURES OF CUSTOMER'S ALARM SYSTEM. IN THE EVENT CUSTOMER ELECTS TO USE INTERNET-BASED SERVICES FOR ALARM LINES; CUSTOMER IS RESPONSIBLE FOR HAVING THESE SERVICES TESTED BY AN AUTHORIZED ALARM INSPECTION COMPANY TO ENSURE SIGNAL TRANSMISSION FEATURES ARE OPERATIONAL. THESE FEATURES INCLUDE BUT ARE NOT LIMITED TO PROPER FUNCTIONING OF LINE SEIZURE AND THE SUCCESSFUL TRANSMISSION OF SIGNALS TO THE MONITORING STATION. CUSTOMER ACCEPTS FULL RESPONSIBILITY FOR ALARM SYSTEM COMPLIANCE WITH THE AUTHORITY HAVING JURISDICTION.

CUSTOMER ACKNOWLEDGES AND AGREES THAT CUSTOMER SHALL BEAR THE SOLE RESPONSIBILITY OF INFORMING THIRD PARTIES OF POTENTIAL CALL RECORDING USING THE INTERNET-BASED SERVICES.

Initialed by Authorized Signer

Appendix A

Services Selected

- ☐ Voice Services (POTs, Long Distance, Local and LD T1 and PRI) (See Note 1)
- ☐ Broadband Services
- ☐ MPLS and/or Dedicated Internet Access Services
- ☐ VoIP Services (Hosted PBX, SIP Trunking, SIP PRI, Hosted Voice, Voice over Cable, Virtual Auto Attendant and Virtual Voicemail Services)
- ☐ Mobility Services (Mobility Data and Mobility Voice)
- ☐ Granite Grid Services
- ☐ Conferencing Services (Audio Conferencing and Web Conferencing)
- ☐ Managed Services
- ☐ Monitoring Services
- ☐ Other Services (List): _____

Note 1: Unless otherwise noted herein, in addition to these rates and charges set forth in this LOA (a) certain other rates and charges may apply, as provided for by tariff, the FCC or other governmental entity, or other regulation or requirements and (b) Customer will pay to Granite all applicable taxes (including sales, use and excise taxes). In the event that Customer elects additional services, additional fees may apply. Customer acknowledges that it will be charged in accordance with the rates and plans listed on Appendix A-1, attached hereto and incorporated herein, plus any and all additional charges as may be set forth in the Terms of Service.

Note 2: See quote and other documents attached hereto as Appendix A-1 for specific details related to Services ordered.

Appendix A-1

Service Locations and Specifics
(Insert Service Locations, quantities, and the Quote)

{999997-016/00031993-1 }



**NC SMALL TOWN
MAIN STREET**
Designated Community

Name of City/Town _____

Date: _____

2023-24 Annual Agreement

North Carolina Small Town Main Street® Designation

Designated Small Town Main Street communities (Small Town Main Street Coordinator and Town Manager) must sign this document and return to the NC Main Street & Rural Planning Center no later than June 30, 2023, to remain active in the program.

A signed document confirms that the local Small Town Main Street program has a thorough understanding of the benefits and requirements of active participation in the NC Main Street program. **The Small-Town Main Street Coordinator should share a copy of the signed document with the Small Town Main Street Committee or Board.**

Program Background

Nationally:

Main Street America™ has been helping revitalize older and historic commercial districts for more than 40 years. Today it is a network of more than 1,200 neighborhoods and communities, rural and urban, who share both a commitment to place and to building stronger communities through preservation-based economic development. Main Street America is a program of the nonprofit National Main Street Center, a subsidiary of the National Trust for Historic Preservation.

Main Street America is a mark of distinction. It is a seal, recognizing that participating programs, organizations, and communities are part of a national movement with a proven track record for celebrating community character, preserving local history, and generating impressive economic returns. Since 1980, over 2,000 communities have been part of Main Street, bringing renewed energy and activity to America's downtowns and commercial districts, securing more than \$89.57 billion in new investment creating 687,321 net new jobs and rehabilitating 303,836 buildings.

Main Street America is a time-tested strategy. Main Street America communities are encouraged to make use of a time-tested approach, known as the Main Street Approach. The Main Street Approach is rooted in a commitment to broad-based community engagement, a holistic understanding of the factors that impact the quality of life in a community, and strategic focus on the core principles of downtown and neighborhood revitalization: Economic Vitality, Quality Design, Effective Promotion, and Sustainable Organization. For more information, visit www.mainstreet.org.

In North Carolina:

The NC Main Street & Rural Planning Center within the N.C. Department of Commerce is the licensed agency that is charged with administering the Main Street program throughout the state. The Center is committed to following the

program guidelines and licensing agreement as outlined by the National Main Street Center and signed by the N.C. Department of Commerce.

The N.C. Department of Commerce designates communities as a “North Carolina Small Town Main Street community”. When designated, the local city or town government, and specifically the chief elected official, is notified of the designation. The city or town government determines who will administer the Small-Town Main Street program at the local level and the town manager communicates that information to the N.C. Main Street & Rural Planning Center. **From time-to-time, that administration may change. If there is a change, this document outlines the steps that must be followed for a change in local administration to occur.**

Benefits for NC Small Town Main Street Communities

North Carolina Small Town Main Street communities’ benefit from the following:

Partnership:

- Communities selected to participate in the Small-Town Main Street program become partners with the North Carolina Department of Commerce, NC Main Street & Rural Planning Center in a long-term, asset-based economic development effort that has proven to have a positive impact on investment and job creation.
- Small Town Main Street communities are limited in number and therefore receive focused and personal attention from NC Main Street staff.
- North Carolina communities are selected through a competitive process and only a few are designated; therefore, Small Town Main Street designation is an honor bestowed upon only a few special communities.
- In the first several years of a local Small Town Main Street program, the state of North Carolina invests approximately \$100,000 in on-site visits, training, and technical assistance. After the initial start-up phase, the state annually invests approximately \$5,000 in each Small-Town Main Street community in the form of ongoing town-specific technical assistance, and statewide and on-site training for directors and volunteers.

Training:

- Small Town Main Street communities are eligible to attend and participate in the NC Main Street Conference, NC Main Street Basic Training, Board and Committee Training, Biannual Regional Meetings, and subject specific workshops.
- Designated North Carolina Small Town Main Street communities receive one free registration to the North Carolina Main Street Conference held in March.

Technical Assistance:

- The North Carolina Main Street program staff guides designated communities through a strategic planning process which helps communities create a vision, develop economic development strategies that will transform downtown, and produce action plans so that limited resources are focused, and results are magnified.
- The North Carolina Main Street staff guide participating communities through board development, volunteer development and downtown manager training.

- The North Carolina Main Street staff provide guidance and support to communities on ways to find and develop financial resources.
- Property and business owners in Small Town Main Street communities receive **upon request free building exterior design recommendations** from design specialists at the UNC-Greensboro Department of Interior Architecture, in collaboration with the NC Main Street & Rural Planning Center staff.
- The North Carolina Main Street staff can provide upon request **retail market analysis** for Main Street & Small-Town Main Street programs.
- North Carolina Main Street staff has extensive experience in organizational development and nonprofit management, historic preservation, building rehabilitation, investment tax credits, incentive programs, tourism development, marketing, image building, special event development, communications, and a range of other pertinent areas.
- The North Carolina Main Street staff is among the nation's leading authorities on downtown development with experience helping North Carolina towns with revitalization challenges.
- The North Carolina Main Street staff conducts an annual program assessment and review of each Small-Town Main Street program.
- The North Carolina Main Street staff conducts an annual budget and salary analysis of Small-Town Main Street programs.
- The North Carolina Main Street staff conducts an annual statistical data collection and analysis.

Network:

- North Carolina Small Town Main Street communities may use the Main Street trademarks on materials designed to promote the work of their program in collaboration with the state of North Carolina and the National Main Street Center.
- The North Carolina Main Street network possesses some of the most experienced downtown development professionals in the country.
- Small Town Main Street communities may take advantage of and participate in a special network of Main Street cities statewide and nationally, with over 1,200 communities across the nation, and 45 city, state, and regional Coordinating Programs, that participate in the Main Street program. This allows them to learn best practices, techniques, and strategies for downtown development.

Funding:

- When available, Main Street communities are eligible to apply for downtown revitalization funding programs to assist small business development and property rehabilitation.
- The NC Main Street & Rural Planning Center maintains and distributes a funding guide of federal, state, corporate and foundation sources commonly used for funding downtown projects.

Resources:

- Through the North Carolina Main Street program, communities can identify resource people, consultants and specialists on topics of interest to the community.

Economic Impact:

- Since 1980, over 117 communities have directly benefitted from the North Carolina Main Street program, bringing economic strength to North Carolina's downtown commercial districts, securing **\$4.52 billion** in **new investment** creating more than **32,175 net new jobs** and **rehabilitating 7,502 buildings**.
- The North Carolina Main Street staff facilitate statewide economic impact studies and collects data to determine trends in Main Street and Small-Town Main Street communities.

Recognition:

- Designated North Carolina Small Town Main Street communities are eligible to receive statewide recognition through the North Carolina Small Town Main Street Awards program.
- North Carolina Small Town Main Street communities receive publicity about their programs through press releases distributed through the N.C. Department of Commerce, NC Main Street & Rural Planning Center updates and annual reports, Main Street presentations and the NC Main Street Center social media sites.

*Note – in the event of a natural disaster or pandemic event, programs and services may be changed, conducted virtually or cancelled in accordance to recommended guidelines from the Center for Disease Control and NC State Emergency Management.

Requirements of Designated N.C Small Town Main Street Communities

Small Town Main Street communities are 5,000 and under in population at the time of designation.

- 1. Participate in all services provided to the local community by the NC Main Street & Rural Planning Center.**
- 2. Designate a paid OR volunteer Small Town Main Street Coordinator (5 hours/week minimum) who will coordinate and facilitate the work of the program.**
- 3. Establish broad-based support for the commercial district revitalization process, with strong support from both the public and private sectors.**
 - The Small-Town Main Street organization should have the active participation of various stakeholders at the committee and board levels.
 - Participants should contribute financial, in-kind, and volunteer support for the revitalization program.
 - Participants should also look for, and act on, opportunities to make connections between other programs with which they are involved and the Small-Town Main Street revitalization effort so that, by doing their own work a little smarter, or in a more integrated way, other programs help further the revitalization process.
 - The program should include an ongoing process for volunteer recruitment, orientation, and recognition, constantly refreshing its pool of volunteers and involving new people each year.
 - The revitalization program has broad-based philosophical support from the community.
 - Municipal government demonstrates a philosophical commitment to commercial district revitalization.
- 4. Establish and maintain an active Organizational Core Team and 3-Committees (Design, Promotion and Economic Vitality) using the Main Street Four-Point Approach® and develop a comprehensive Small Town Main Street Work Plan using the Main Street Four-Point Approach®.**

Main Street revitalization by nature is a community-driven process. Therefore, community members must take an active role in leading and implementing positive change. While the coordinator is responsible for facilitating the work of volunteers, this staff member is not tasked with single-handedly revitalizing the commercial district. The direct involvement of an active core team and committees are keys to success.

If a Small-Town Main Street program is housed within another entity (e.g., a community development corporation), it is still important to have its own core team and committee structure.

- The core team is a working, functional team that understands its roles and responsibilities and is willing to put forth the effort to make the program succeed.
- Committee members assume responsibility for the implementation of the work plan.
- The program has a dedicated governing body, its own rules of operation, its own budget, and its own bylaws, and is empowered to carry out Main Street's mission, even if the Small-Town Main Street program is a part of a larger organization.
- The core team has well-managed, regular monthly meetings, with an advance agenda and regular distribution of minutes.
- Committees have regularly scheduled monthly meetings with an advance agenda that addresses the committee work plan.

5. Establish an annual work plan/planning process for downtown.

A comprehensive annual work plan provides a detailed blueprint for the Small-Town Main Street program's activities; reinforces the program's accountability both within the organization and in the broader community; and provides measurable objectives by which the program can track its progress.

- The work plan should contain a balance of activities in each of the four broad program areas that comprise the Main Street approach — Economic Vitality, Quality Design, Effective Promotion, and Sustainable Organization.
- The work plan should contain measurable objectives, including timelines, budgets, desired outcomes, and specific responsibilities.
- The work plan should be reviewed, and a new one should be developed annually.
- Ideally, the full board and committees will be involved in developing the annual work plan. At a minimum, the full board should adopt/approve the annual work plan.
- The work plan should distribute work activities and tasks to a broad range of volunteers and program participants.
- There has been significant progress in each of the four points based on the work plan submitted for the previous year.

6. Adopt and exhibit a Historic Preservation Ethic and design management program.

Historic preservation is central to the Main Street program's purpose and is what makes historic and traditional commercial districts authentic places. Historic preservation involves saving, rehabilitating, and finding new uses for existing buildings, as well as intensifying the uses of the existing buildings, through building improvement projects and policy and regulatory changes that make it easier to develop property within the commercial district.

- The program has, or is working toward putting in place, an active and effective design management program (which may include financial incentives, design assistance, regulatory relief, design review, education, and other forms of management).
- The program encourages appropriate building renovation, restoration, and rehabilitation projects.

- When faced with a potential demolition or substantial structural alteration of a significant, historic, or traditional building in the Main Street district, the program actively works to prevent the demolition or alteration, including working with appropriate partners at the state, local, or national level to attempt to stay or alter the proposed activity; developing alternative strategies for the building's use; and/or educating local leaders about the importance of retaining existing buildings and maintaining their architectural integrity.
- The program works to find creative adaptive use, financing, and physical rehabilitation solutions for preserving old buildings.
- The program recognizes the importance of planning and land-use policies that support the revitalization of existing commercial centers and works toward putting planning and land-use policies in place that make it as easy (if not easier) to develop property within the commercial district as it is outside the commercial district. Similarly, it ensures that financing, technical assistance, and other incentives are available to facilitate the process of attracting investment to the historic commercial district.
- The program builds public awareness for the commercial district's historic buildings and for good design.

- 7. Demonstrate an established vision for downtown and a mission that defines the role of the organization that will manage the downtown initiative.**
 - The organization has an appropriate written mission statement.
 - The mission statement is reviewed annually and updated as appropriate.
 - The organization has an appropriate written vision statement for downtown that is reviewed annually and updated as appropriate. The vision statement should define the economic potential of downtown.
- 8. New Small Town Main Street Coordinator attendance at Main Street Orientation, held each month in Raleigh, within three months of start date (if not previously attended).**
- 9. Small Town Main Street Coordinator attendance at Main Street Basic Training each time there is a change in management (if not previously attended).**
- 10. Fund the local Small Town Main Street program through both public and private partnerships at a level allowing for full implementation of the program based on the Four-Point Approach® and the adopted annual work plan.**

The Small-Town Main Street program's budget should be adequate to achieve the program's goals. The dollar amount that is "adequate" for a program budget may vary.

 - The budget should be specifically dedicated for the purpose of revitalizing the commercial district.
 - The Small-Town Main Street program's budget should contain funds adequate to cover the salary and benefits of staff if applicable; office expenses if applicable; travel; professional development; and committee activities.
 - Revenue sources are varied and broad-based, including appropriate support from the municipal government.
 - There is a strategy in place to help maintain stable funding.
 - There is a process in place for financial oversight and management.
 - Regular monthly financial reports are made by the treasurer to the board.
- 11. Coordinator, Town Staff Member OR Volunteer attendance at a minimum of one of two bi-annual regional meetings each year. (Held in May and October/November.)** *It is recommended that the community attends both meetings, not just one.

12. **Small Town Main Street Coordinator attendance at the annual N.C. Main Street Conference - (NCMS provides each designated STMS community with one complimentary registration).**
13. **Submit annual Statistical data in July. Budget information and Program Assessment Survey in January if requested to the NCMS&RP Center.** NCMS staff has not requested budget and program assessment surveys as STMS programs will not qualify for National Main Street Accreditation. STMS programs will remain at an Affiliate status as long as statistics are reported annually, attend any required trainings including the conference and annually renew the Main Street America membership.
14. Maintain an annual membership with the National Main Street Center at a \$375 [Main Street America Community Member](#) level.
15. **Reimbursement of NCMS&RP Center's travel expenses, when traveling to the local community, at the IRS state rate plus meals at the state per diem rate and lodging in accordance with the NC Main Street & Rural Planning Center Travel Policy.**
16. **Small Town Main Street Program must also sign and follow the attached National Main Street sublicense agreement and must comply with all Affiliate community requirements.** Logos and Website language will be sent following receipt of signed agreements.

Documents Needed for a Change in Administration of the Local Small Town Main Street Program, including if the organization changes from a nonprofit, government or quasi-public-private structure to a different structure:

- The Town Council has the authority to designate another agency/entity to administer the Small-Town Main Street program.
 - North Carolina Main Street & Rural Planning Center requires:
 - A resolution from the Town Council that authorizes this change.
 - Minutes of the Town Council Meeting clearly demonstrating the majority vote.
 - Documentation demonstrating how the entity that will be administering the Small-Town Main Street Program will address the items listed under the requirements section of this document.
- These documents must be emailed to the Director of the NC Main Street & Rural Planning Center within two months of a change in administration.

Benefits of Membership with The National Main Street Center

Designated Main Street Member

(Required for all active, designated N.C. Main Street and Small-Town Main Street communities)

Your program, as a Designated Main Street Member is a recognized leader among the largest network of commercial district organizations in the world. Tap into the expertise of our large network of Main Street Programs, BIDs, CDC's, planners, local government agencies, consultants, and others to learn, research and share useful experience with each other. This guide explains the benefits of membership and how to access these tools.

We want you to get as much out of your membership as possible! Please contact us if you require any assistance with your benefits.

Your benefits include:

- Exclusive eligibility to be recognized as an Affiliate or Accredited Main Street America program.
- Exclusive eligibility to enter into a Licensing Agreement with the NMSC, or your Coordinating Program, to use Main Street America™ name and logo.
- Up to six free sub-memberships to share access to resources with your team
- Access to The Point, our exclusive online member networking platform.
- Access to *Main Street News*, a weekly newsletter on new trends, stories from the field, and need-to-know information for those in the commercial district revitalization field.
- Members-only rates at the annual Main Street Now Conference, and the Main Street America Institute.
- *State of Main*, our annual printed publication.
- Access to our digital library of must-read revitalization publications and resource guides, including exclusive training materials on the Main Street Approach and full archives of the Main Street Now journal.
- Free online training opportunities.
- Full access to the Main Street Resource Center with sample documents, articles, reports, and more from your peers and experts in the field—all at your fingertips.
- Ability to post job openings for your local program through the National Trust for Historic Preservation's online Career Center.
- Access to tailored insurance products from the National Trust Insurance Services, LLC.
- Family level membership with the National Trust for Historic Preservation including a subscription to *Preservation* magazine.
- And more!

Annual Dues: \$375

Information from:

<https://www.mainstreet.org/join>

Signature Page

1. Designated Small Main Street City/Town: _____

2. Name of Local Small Town Main Street Administrating Organization: _____

3. Check Which One Applies:

☐ Public (Town) Administered

☐ Private (Non-Profit) Administered

☐ Quasi-Public-Private (Town/Non-Profit) Administered

4. Name of Small-Town Main Street Coordinator: Robert Davie

Title: Town Administrator

Signature: _____

Date: _____

5. Name of Town Manager **OR** Mayor depending on Program Structure:

Title: _____

Signature of Town Manager: _____

Date: _____

Warrenton Budget Amendments

Date:

5/8/2023

Number:

#15

Purpose of Amendment:

The purpose of this budget amendment is to pay for expenses over the grant award for the Garbage Truck caused by delay and cost increases.

Fund Name:

NC VW Settlement Grant

Revenue

[illegible]

Subtotal

10,486

—

Total

10,486

Grand Total

—

Expenditure

Account Title/Number:	Increase Amount	Decrease Amount
Town Contribution/69-430-702	10,486	
Street Salary/37-701-010		3,000
Street Retirement/37-701-030		1,500
Street Fuel/37-701-252		1,500
Sanitation Retirement/37-801-030		1,000
Sanitation Supplies/37-801-203		218
Sanitation Fuel/37-801-252		1,000
Sanitation Lndfill fees/37-801-350		1,000
Transfer out to grant/37-901-069	9,218	

19,704

9,218

10,486

Warrenton Budget Amendments

Date:5/8/2023

Number:#16

Purpose of Amendment:

The purpose of this budget amendment is to pay for expenses over the grant award for the Dump Truck caused by cost increases.

Fund Name:

NC VW Settlement Grant

Revenue

Account Title/Number:	Increase Amount	Decrease Amount

Subtotal- -

Total- -

Grand Total- -

Expenditure

Account Title/Number:	Increase Amount	Decrease Amount
Contingency Water/38-851-998		1,000
Contingency Sewer/38-852-998		5,748
Transfer out to grant/38-901-069	6,748	

6,7486,748

-

Warrenton Budget Amendments

5/8/2023

#17

The purpose of this budget amendment is to pay for expenses over the grant award for the two Police Vehicles caused by a cost increase.

USDA 2 PD Vehicles Grant

Revenue

[illegible]

5,840

—

5,840

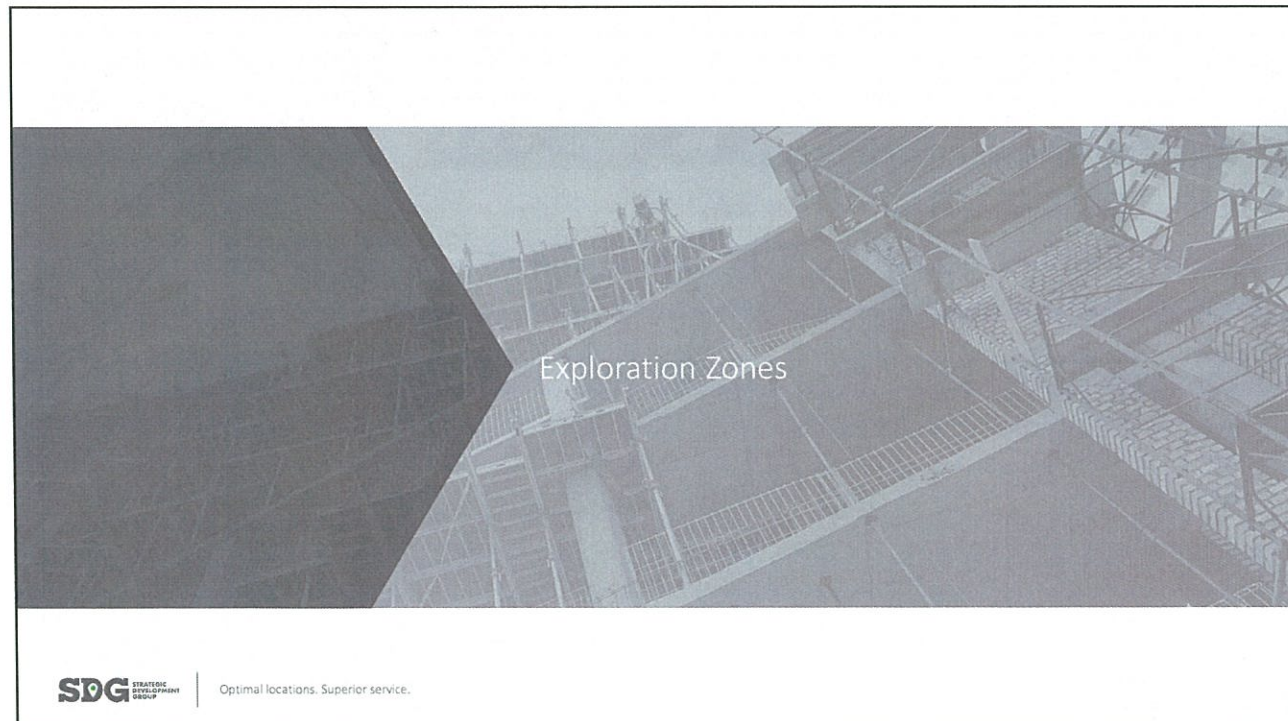
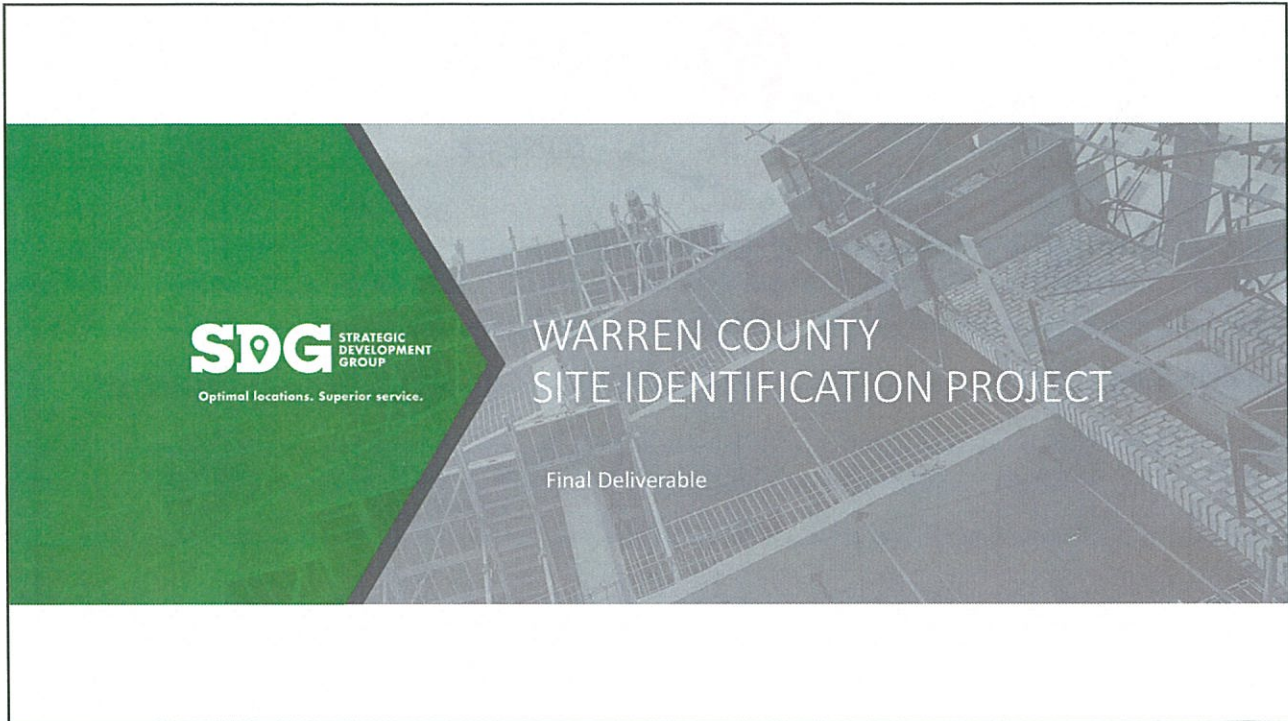
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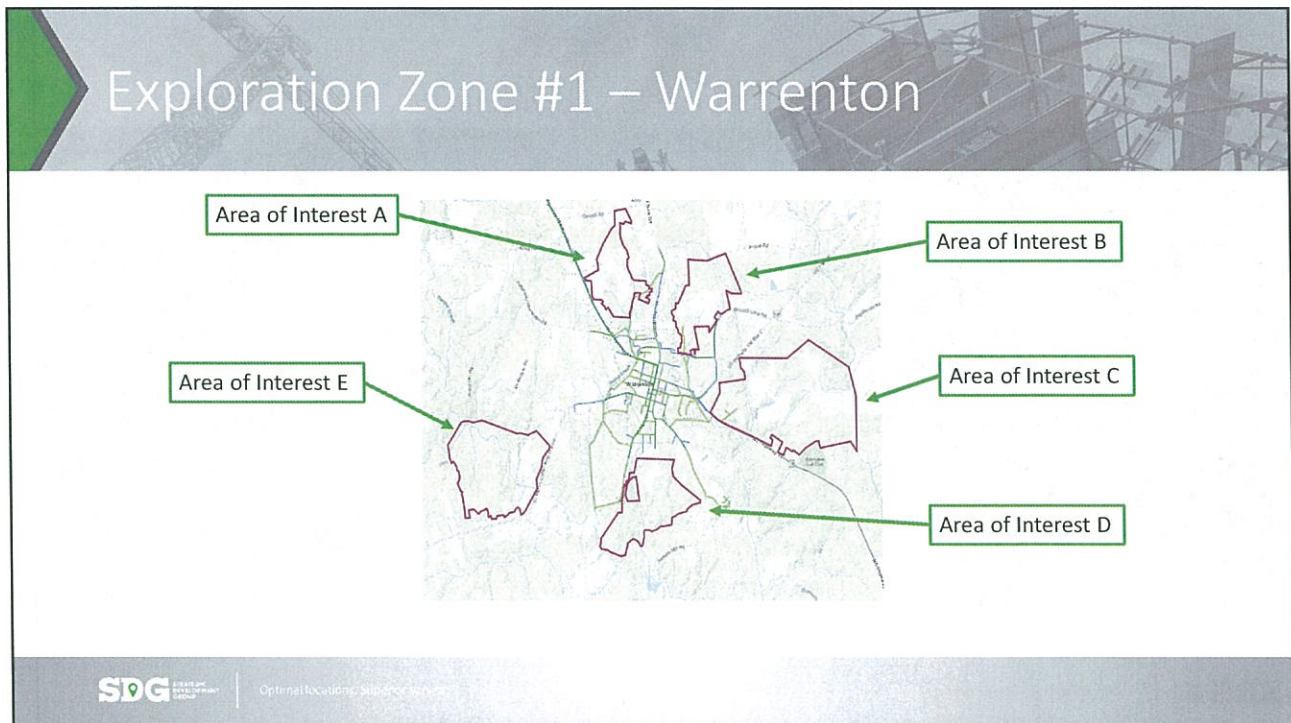
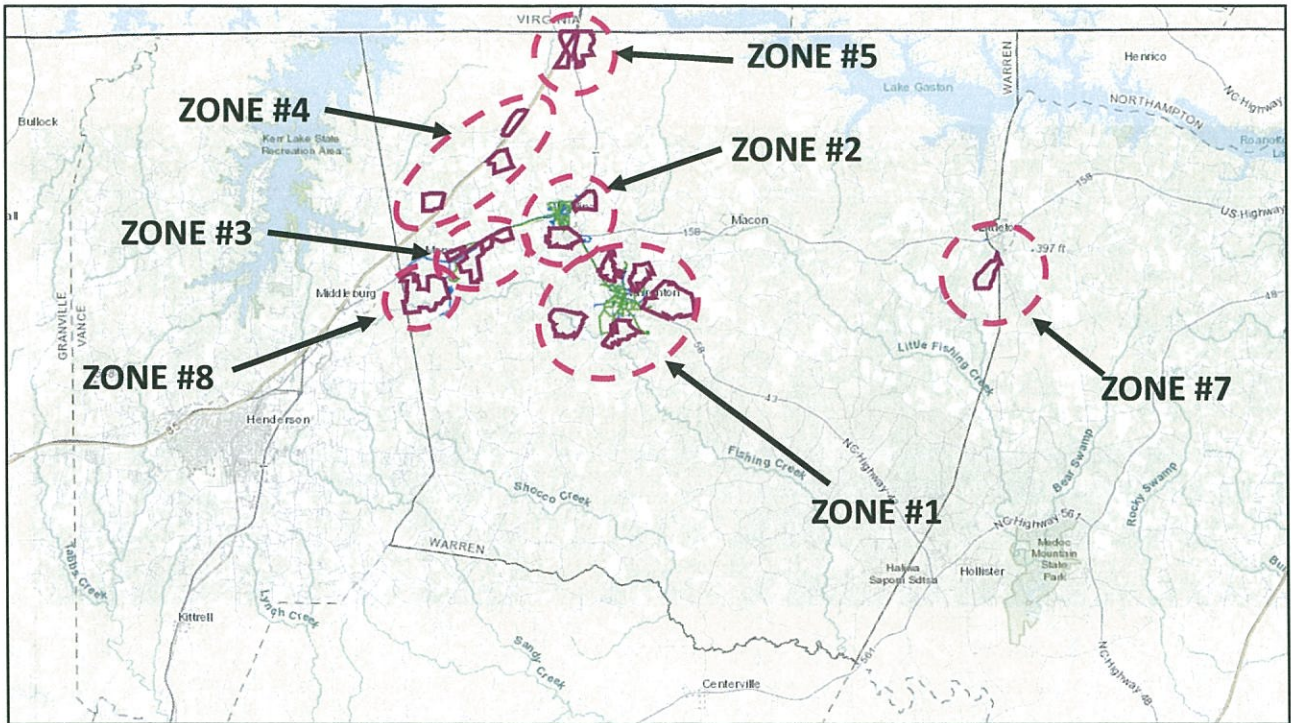
Expenditure

[illegible]

5,840

5,840





EZ #1 – Area of Interest A



Parcel	Acres	Ownership
1	80	David Connell & Cynthia Floyd
2	86	Henry Pulley
3	~88	Peggy Luce
4	19	Deacon Homes LLC
	273	



Optimal locations. Superior service.

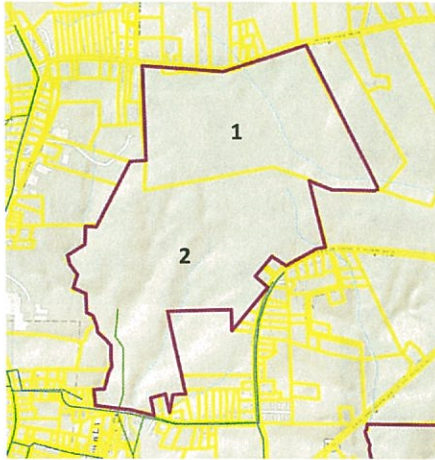
EZ #1 – Area of Interest A

Proposed Development Type	Development Potential	Time Frame	Strengths	Weaknesses	Next Steps / Recommendations
Light Industrial <i>Minimize truck traffic through downtown Warrenton</i>	High	Short-term	<ul style="list-style-type: none"> Good access to 401 and is adjacent to 158 Existing municipal right of ways for access from Main Street Abundance of water and sewer frontage along 158 Center parcels in the site have developable acreage and buffer. Adjacent to existing manufacturing Site is in the City's ETJ 	<ul style="list-style-type: none"> Stream feature in eastern and southern portion of the site. Potential truck traffic along Connell Rd and other nearby residential roads is not ideal. 	<ul style="list-style-type: none"> Approach landowners about interest in entering into a long-term option agreement for industrial development. Do a buildability analysis of the site that will exclude wetlands, and other potential impediments to development This buildability analysis will determine number of available acreage for development, location of potential building pads.



Optimal locations. Superior service.

EZ #1 – Area of Interest B



Parcel	Acres	Ownership
1	127	W J Renn Heirs
2	193	Wilson Jane C Family LLP
	320	



Optimal locations. Superior service.

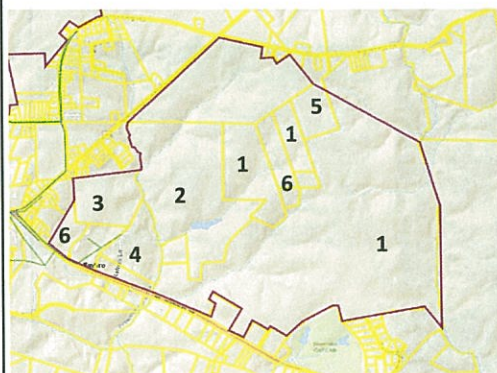
EZ #1 – Area of Interest B

Proposed Development Type	Development Potential	Time Frame	Strengths	Weaknesses	Next Steps / Recommendations
Light Industrial	Moderate	Mid-term	<ul style="list-style-type: none"> Site size and suitability for single industrial user. Electric infrastructure on site (may limit developability). Water and sewer are both within 0.5 miles from site. Airport Road would be best ingress/egress point Site is in the City's ETJ 	<ul style="list-style-type: none"> Some water features in southern area. Some residential areas on the route to the site may be a challenge. 	<ul style="list-style-type: none"> Approach landowners about interest in entering into a long-term option and industrial development. SDG recommends placing a lower priority on this site.



Optimal locations. Superior service.

EZ #1 – Area of Interest C



Parcel	Acres	Ownership
1	665	NC State Property Office
2	162	Alan Daeke
3	40	H D Forestry LLC
4	33	Warren County
5	32	Alston Luther Jr Heirs
6	60	Other Miscellaneous
7	134	Jane Wilson Family LLC
	1,126	

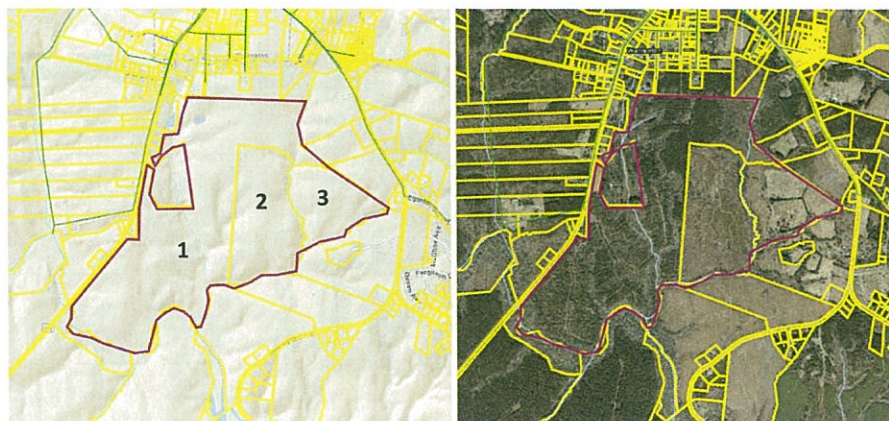


Optimal locations, timing or studies

EZ #1 – Area of Interest C

Proposed Development Type	Development Potential	Time Frame	Strengths	Weaknesses	Next Steps / Recommendations
Light Industrial <i>Minimize truck traffic through downtown Warrenton</i>	Moderate	Mid-term	<ul style="list-style-type: none"> Expansion to northern parcel bordering Hwy. 158 and Big Woods Road could provide site access. 3-phase power appears to be along Hwy. 58. Potential for a large, single-user site. In the City's ETJ. 	<ul style="list-style-type: none"> NC game lands – may be harder to acquire Number of water features in the site. Much of potential truck traffic would pass through town center to get to major highways. End of the county sewer line so upgrades might be needed for service. 	<ul style="list-style-type: none"> Approach the state about willingness to enter into long-term option agreement for industrial development. <i>If there is interest:</i> <ul style="list-style-type: none"> Conduct minimal due diligence to determine number of developable acres. Develop plans (including cost and schedule) for sewer infrastructure upgrades County long-range planning consider sewer upgrades to improve this site's potential

EZ #1 – Area of Interest D

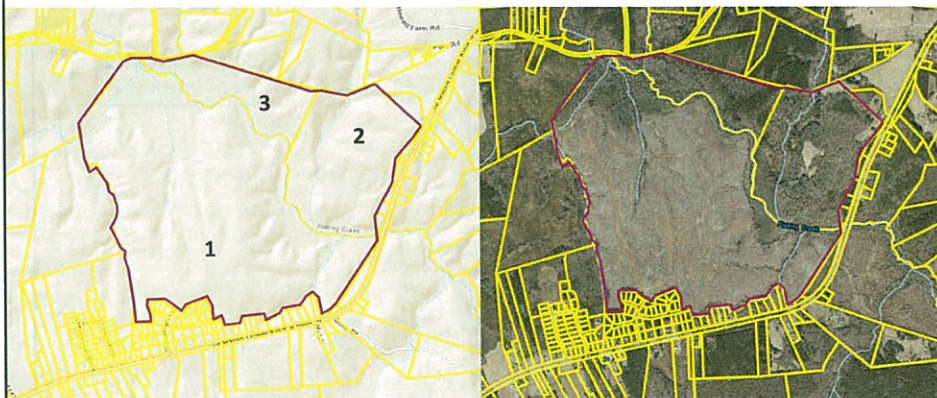


Parcel	Acres	Ownership
1	306	Jane C Wilson Family LLP
2	84	Anne Wittke & Dameron Barton
3	51	Peggy Luce
	443	

EZ #1 – Area of Interest D

Proposed Development Type	Development Potential	Time Frame	Strengths	Weaknesses	Next Steps / Recommendations
Light Industrial <i>Minimize truck traffic through downtown Warrenton</i>	Moderate	Long-term	<ul style="list-style-type: none"> Good frontage along 401 Robust sewer infrastructure nearby (WWTP). Southern areas have good residential buffer. In the city's ETJ 	<ul style="list-style-type: none"> Truck traffic would likely pass through the center of town. Water feature bisects the site. 	<ul style="list-style-type: none"> Develop plans (including cost and schedule) for sewer upgrades <p><i>If water and sewer upgrades are reasonable:</i></p> <ul style="list-style-type: none"> Approach landowners about willingness to enter into long-term option agreement for industrial development. Conduct minimal due diligence to determine number of developable acres.

EZ #1 – Area of Interest E



Parcel	Acres	Ownership
1	389	Pruitt Bland B Jr & Others
2	128	Newell Family Farm LLC
3	58	Laura S Taylor Heirs & TH Hooper Jr.
	575	

SDG

Optimal locations. Superior service.

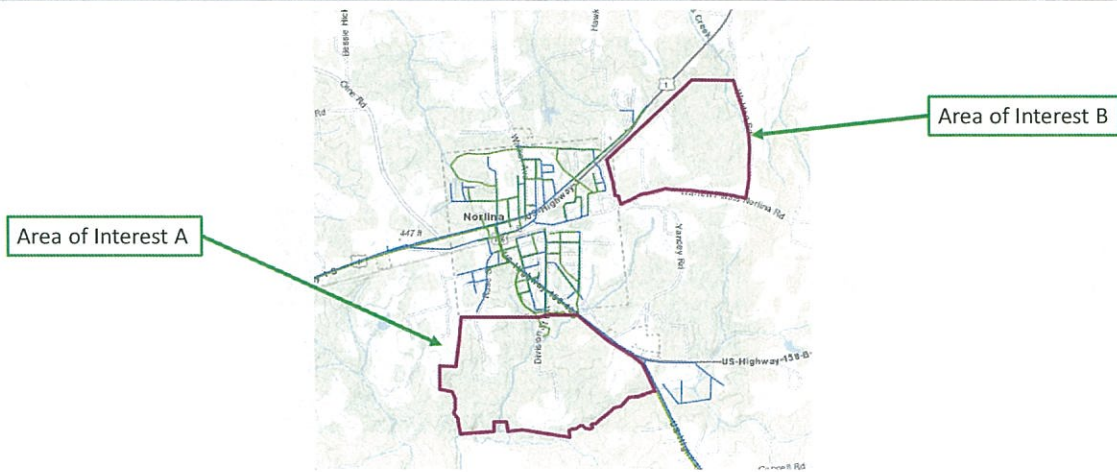
EZ #1 – Area of Interest E

Proposed Development Type	Development Potential	Time Frame	Strengths	Weaknesses	Next Steps / Recommendations
Light Industrial <i>Minimize truck traffic through downtown Warrenton</i>	Moderate	Long-term	<ul style="list-style-type: none"> Site size Large, open parcel. 	<ul style="list-style-type: none"> Water and sewer extensions required. Any access to interstates seem to run through residential or town center. County would need to control smaller parcels for site access. Outside the City's ETJ. 	<ul style="list-style-type: none"> Approach landowners about willingness to enter into long-term option agreement for industrial development. Conduct minimal due diligence to determine number of developable acres. Develop plans (including cost and schedule) for water and sewer infrastructure extensions and upgrades

SDG

Optimal locations. Superior service.

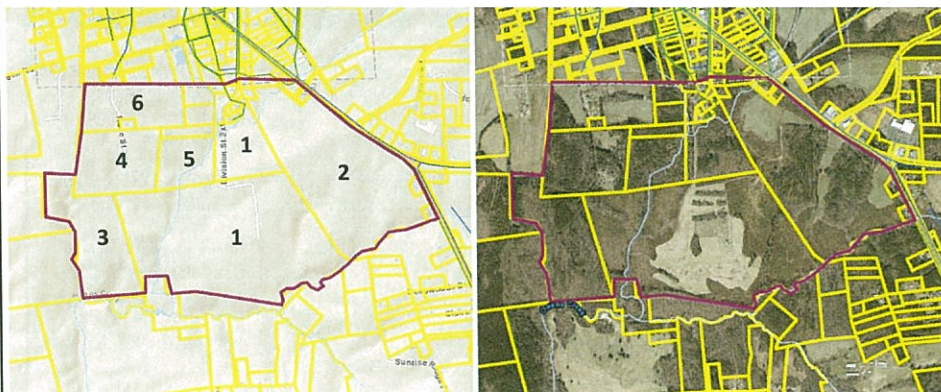
Exploration Zone #2 – Norlina



SDG

Optimal Locations: Superior 2023

EZ #2 – Area of Interest A



Parcel	Acres	Ownership
1	156	Teresa Abbott
2	132	Richard Williams
3	39	Bryant Williams & Jack Paul
4	34	James Clark & Dolores E.
5	18	SIHC LLC
6	31	Amy Simmons & Tucker Thompson
	410	

SDG

Optimal Locations: Superior 2023



Walter M. Gardner, Jr. – Mayor
Meredith Valentine - Interim Town Administrator

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

RESOLUTION TO ESTABLISH AN ONGOING PUBLIC ARTS DAY

Whereas, arts comprise a rich array of disciplines including dance, music, theatre, media arts, literature, design, and visual arts; and

Whereas, the arts affect every aspect of life in America today including the economy, social problem solving, job creation, education, creativity, and community livability; and

Whereas, public art helps to create memorable experiences that are vital to community development; and

Whereas, public art plays a vital role in creating a sense of identity and understanding of the places we live, work, and play; and

Whereas, in an ongoing effort to revitalize Warrenton's business district, Quilters Lane has been established along East and West Market Street; and

Whereas, along Quilters Lane art work in the way of quilts, quilt patterns and related displays will be on temporary and permanent display; and

Whereas, it seems appropriate that an annual opportunity be given to artists to utilize this Lane and areas around Warrenton to share their work and talents with the public.

Now Therefore be it Resolved by the Board of Commissioners of the Town of Warrenton that the first Saturday in June of each year will be Warrenton's Public Arts Day and artists are encouraged to observe this day with appropriate activities.

Adopted this 8th day of May, 2023.

Walter M. Gardner, Jr., Mayor