



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 DECEMBER 13, 2023
PUBLIC HEARING 6:45
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 Board Meeting of November 13, 2023, Minutes Public Hearing of November 13, 2023
5. Swearing in of Newly Elected Commissioners
6. Commissioners' Committee Assignments
7. Appointment of Mayor Pro Tem
8. 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 September BOC Meeting
 - g. Budget Amendments 9, 10
9. Committee Reports
 - a. Finance and Administration (Ms. Hunter)
 - b. Public Works (Mr. Blalock)
 - c. Public Safety (Mr. Ayscue)
 - d. Human Resources/Information Technology (Mr. White)
 - e. Revitalization/Historic District Commission (Mr. Coffman)
 - f. Beautification/Facilities (Ms. Sourelis)
 - g. Planning/Zoning/Annexation (Mr. Young)
10. Old Business
 - a. Presentation of Blue Green project – Robert Stevenson
 - b. Status of Grants – for information
 - c. Noise Ordinance Language (legal reviewed and edited) – for consideration
 - d. SEID Grant Application – for consideration
11. New Business
 - a. Town Appointments – for consideration
 - b. Committee Term Extensions – for consideration
 - c. Changes to Historic District Guidelines, invasive trees – for discussion and consideration
 - d. Duke Energy Agreement for Street Light Addition – for discussion and consideration
 - e. Warren County Water Rate Increase to Town – for discussion
 - f. Water Shortage Response Plan and Resolution – for consideration
 - g. Schedule Public Hearing for Two AirBnB Special Use Applications – for consideration
12. Announcements
13. Adjournment

Public Hearing Notice

The Town of Warrenton Board of Commissioners will hold a Public Hearing on Monday, December 11, 2023 at 6:45 pm in the Warrenton Town Hall located at 113 S. Bragg Street to receive public comments on the following item:

- *Allowing commercial hydroponics and aquaponics businesses in areas zoned C-2 Commercial and I - Industrial.*

Following the public hearing the Warrenton Planning Board will consider the proposed allowance and make recommendations to the Warrenton Board of Commissioners for consideration at 7:00 PM at the January 8, 2024 regular Board of Commissioners meeting.

Citizens wishing to be heard on these matters may do so at the above-mentioned time and place.

A regularly scheduled Board of Commissioners meeting will be held following the public hearing at 7:00 PM.

Robert Davie
Town Administrator
Town of Warrenton
252-257-1122

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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PUBLIC HEARING
Special Use Permits
November 13, 2023
6:45 PM

Mayor Gardner called the Public Hearing of the Town of Warrenton Board of Commissioners to order on Monday, November 13, 2023 at 6:45 p.m. The purpose of this public hearing was to receive comments on the proposed Special Use Permit approval to allow liquor sales at Mill Hill Brewery and Bragging Rooster. Those attending were Mayor Walter Gardner, Town Administrator, Robert Davie, Commissioners Mary Hunter, Aaron Ayscue, John Blalock, Michael Coffman, Jason Young, Al Fleming, Margaret Britt, and Chief Goble Lane.

Mayor Gardner asked for public comments.

There were no public comments.

After allowing ten minutes for comments the Public Hearing was closed.



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BOARD OF COMMISSIONERS REGULAR MONTHLY MEETING

November 13, 2023

7:00 P.M.

Minutes

Those in attendance were:

Mayor Walter Gardner	Commissioner Mary Hunter
Commissioner John Blalock	Commissioner Al Fleming
Commissioner Michael Coffman	Commissioner Margaret Britt
Commissioner Jason Young	Commissioner Aaron Ayscue
Town Administrator, Robert Davie	
Chief Goble Lane, Police Department	
Bill Perkinson, Public Works Director	
Tracy Stevenson, Minute Taker	
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, November 13, 2023, at 7:00 p.m. A Moment of Silence was held for all who are sick, suffering, and in need. Mayor Gardner asked that we remember the family of former district attorney, David Waters, who recently lost his battle with cancer. The Pledge of Allegiance was led by Commissioner Fleming.

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 none.

Minutes

The minutes of the October 9, 2023, were presented. Commissioner Jason Young requested that the minutes be corrected to reflect that Mayor Gardner was not in attendance. Commissioner Coffman made a motion to approve the minutes with the correction as

presented, with a second by Commissioner Hunter. The motion was approved by unanimous vote.

Mayor Gardner and Chief Lane presented Officer E. Tharrington with the Life-Saving Certificate and Commendation Bar in recognition for his quick action in rendering aid to a juvenile.

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 April BOC meeting

Commissioner Young made a motion to approve the Consent Agenda, with a second by Commissioner Blalock. Commissioner Coffman abstained from the vote and the motion was approved by unanimous vote of the remaining board members.

Committee Reports

- (a) Finance and Administration –Commissioner Hunter had no additional report other than agenda items. Shelton Ennis presented the audit findings for the fiscal year ending June 30, 2023. He informed the board of a clean audit finding for the Town.
- (b) Public Works – Commissioner Fleming had no additional report other than agenda items. In his last board meeting Mr. Fleming praised the entire Public Works department and Bill Perkinson for their ongoing stupendous efforts.
- (c) Public Safety – Commissioner Ayscue had no additional report other than agenda items.
- (d) Human Resources – Information Technology – Commissioner Blalock stated that we currently have a vacancy for one permanent position with Public Works.
- (e) Revitalization/Historic District Commission – Commissioner Coffman stated that the Historic District Commission had two applications for a Certificate of Appropriateness in October. A COA application for 102 College Street was approved for removal of a tree and a COA application for 217 N. Main Street was approved for replacement of windows. He further stated that the Revitalization Committee along with the Rotary Club, Chief Lane, and Sgt. Oakley had met to discuss the Christmas Parade.
- (f) Beautification/Facilities – Commissioner Britt stated this would be her last meeting after 20+ years serving on the Town Board. She expressed her gratitude to Mayor Gardner and Town Administrator, Robert Davie for their hard work for the Town of Warrenton. She questioned the status of several trees that needed removal around town. Bill Perkinson, Public Works Director stated they were coordinating with another company, but that the trees should be removed shortly.
- (g) Planning/Zoning/Annexation – Commissioner Young stated that the Zoning Board approved a variance for lot width for the property at 522 King Street.

Old Business

- (a) Status of Grants

NC DEQ Water Infrastructure WWTP – \$750,000 awarded. Received award letter. To replace 44-year-old rotors and clean out oxidation ditch #1, which are currently the most critical issues at the WWTP.

Fund 67 – NC Neighborhood Revitalization Program – CDBG funds to assist in repairing houses owned by citizens of low or moderate incomes. NC Commerce has granted an additional \$200,000 in funding due to inflation. All three houses now installed on foundations with two receiving certificates of occupancy. Moving into second phase which are repairs for houses on S. Bragg and Bute Streets. Bids are being solicited.

Fund 68 – Building Reused Grant – Town awarded \$50,000 from NC Commerce for Warrenton Veterinary Clinic. NC Commerce sent paperwork for claw back of approximately \$20,000. Paperwork submitted to NC Commerce. Two repayments due six months apart.

Fund 71 – Brownfield Grant – This \$300,000 grant will be used to analyze the environmental issues with multiple properties in Warrenton. EPA approved funding for a Landmark status application to the National Parks Service for All Saints Episcopal Church. Phase 2 at Southern States, Peck, and old cotton gin are complete. Asbestos analysis is underway at All Saints.

Golden Leaf Storm Water Grant – Town awarded \$196,447.50 for stormwater repairs to Brehon Street.

Outstanding/In Progress Grant Applications:

- Town-wide Water System Improvements: \$1,564,600
- Sanitary Sewer Rehabilitation: \$1,576,040
- WWTP Improvements: \$1,755,000
- Stormwater Planning Grant: \$400,000

Southern Crescent Regional Commission

- The Town has been invited to submit a full application for the State Economic and Infrastructure Development (SEID) Grant Program. This grant is designed to “Foster Entrepreneurial and Business Development Activities.”

(b) Special Use Permits - for consideration - Town Administrator, Robert Davie presented two Special Use Permit applications for consideration from Hillmon Poythress/Grain Hustle at 112 Madison Street and Rickey Branning and Kim Catron of the Bragging Rooster at 120 S. Main Street to allow liquor to be served at these locations. Commissioner Young stated that the Special Use application had been reviewed and recommended for approval by the Planning Board. Commission Blalock made a motion to approve both Special Use Permits, with a second by Commissioner Young. The motion was approved by unanimous vote.

(c) Budget Amendment, Bathrooms – for consideration - Town Administrator, Robert Davie presented Budget Amendment #8 to appropriate funds to purchase a portable toilet for Town events. The board approved the expense at the October 9, 2023, meeting. Commissioner Coffman made a motion to approve the budget amendment as presented, with a second by Commissioner Young. The motion was approved by unanimous vote.

(d) Golden Leaf Grant Agreement – for consideration (legal reviewed already) – Town Administrator, Robert Davie presented the Golden Leaf Grant Agreement for the Brehon Street Stormwater Improvements in the amount of \$196,447.50. Commissioner Blalock

made a motion to approve the agreement as presented, with a second by Commissioner Hunter. The motion was approved by unanimous vote.

- (e) **Grant Project Ordinance for Golden Leaf – for consideration** – Town Administrator, Robert Davie presented the Grant Project Ordinance for the Brehon Street Stormwater Improvements for consideration. Commissioner Blalock made a motion to approve the ordinance as presented, with a second by Commissioner Young. The motion was approved by unanimous vote.
- (f) **MESCO Agreement – for consideration (authorize Town Administrator to sign, legal reviewed already)** – Town Administrator, Robert Davie presented the agreement between the Town of Warrenton and Municipal Engineering, Inc. for the Front Street/Brehon Street Stormwater System Improvements. Commissioner Coffman made a motion to approve the agreement as presented, with a second by Commissioner Hunter. The motion was approved by unanimous vote.
- (g) **National Register Historic District Map update – for information** – Town Administrator, Robert Davie presented the updated National Register Historic District Map. He informed the board that the updated map would be presented to the Town of Warrenton Historic District Commission at their January 22, 2024 meeting. The local Historic District map will remain the same.
- (h) **Ordinances for Cross Connections – for consideration** – Town Administrator, Robert Davie presented the Cross Connection Ordinance Summary. He informed the board that the software system was ready to launch and requested a December 1, 2023, adoption date. Commissioner Young asked if the town would notify businesses affected by the change. Mr. Davie stated that they will be notified by a letter and given a six- month window to become compliant. Commissioner Coffman made a motion to approve the ordinance as presented with a second by Commissioner Britt. The motion was approved by unanimous vote.
- (i) **Christmas Parade Resolution – for consideration** – Town Administrator, Robert Davie presented the Christmas Parade Resolution for the 2023 Christmas Parade to be held on Saturday, December 9, 2023, at 5:00 PM. Mr. Davie informed the board that the Warrenton Rotary Club, who usually sponsors the parade, did not get the required application turned in on time and hence the resolution was needed. Commissioner Blalock made a motion to approve the resolution as presented, with a second by Commissioner Ayscue. The motion was approved by unanimous vote.
- (j) **Christmas Parade Ordinance Change, Application – for discussion** – Town Administrator, Robert Davie presented for discussion the possible changes to the Christmas Parade Ordinance as follows:
- Change “45 days” to “90 days”
 - Update (A)(1) with requirements added to the new Applications (both sponsor and participant applications).
- Town Administrator, Davie, will work with Commissioner Coffman and a representative from the fire departments on revisions to the proposed parade application.

New Business

- (a) **Noise Ordinance Change – for discussion –** Town Administrator, Robert Davie presented the proposed ordinance change. After some discussion, the board agreed to table the discussion for exact wording to be presented at the December meeting.
- (b) **Schedule Public Hearing, Refer to Planning Board, Urban Farm – for consideration**
Town Administrator, Robert Davie and Mayor Gardner informed the board the Robert Steverson has leased 20,000 of the 30,000 sq. feet of the old Just Save property to Blue Green Marketplace for an urban farming operation that includes hydroponics and aquaponics.

Announcements - Mayor Gardner informed the Board of the US 401 Improvement Project Ribbon Cutting, scheduled for Tuesday, November 14, 2023, at 1:00 PM at 3822 US 401, Louisburg, NC. Town Administrator, Robert Davie informed the Board of the Employee Appreciation Luncheon to be held on December 12, 2023, at 12:00 PM at the Warrenton Rural Fire Department.

With no further business, the meeting was adjourned.



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Robert F. Davie, Jr. - Town Administrator



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Mayor's Committee Appointments for 2023-2025

Finance/Administration -

(Budgeting/Tax Collection)

(Long Range Planning) (Facilities)

Mary Hunter, Chairperson

John Blalock

Jason Young

Public Safety -

(Police/Fire) (Fire Inspections)

Aaron Ayscue, Chairperson

John Blalock

Dian Sourelis

Beautification/Museum -

(Streetscape) (Quilters Lane Committee)

(Plummer Hook & Ladder Co. Museum)

Dian Sourelis, Chairperson

Michael Coffman

Aaron Ayscue

Public Works -

(Streets/Sanitation/Water/Sewer/

Waste Water Treatment)

John Blalock, Chairperson

Michael Coffman

Dian Sourelis

Human Resources/ -

Information Technology

(Personnel) (Information Technology)

Nat White, Chairperson

Mary Hunter

Aaron Ayscue

Planning/Zoning/Cemetery -

(Planning Board & Board of Adjustment)

(Warrenton Cemetery) (Annexation)

Jason Young, Chairperson

Nat White

Mary Hunter

Revitalization/Historical -

(Revitalization Committee)

(Historical District Commission)

(Small Town Main Street Program)

Michael Coffman, Chairperson

Jason Young

Nat White

Budget vs Actual

Town of Warrenton
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Period Ending 11/30/2023

34 FRONTIER WARREN								
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent	
Revenues								
34-351-422 Rent Paid to Town Frontier Warren	31,000	0.00	1,540.00	4,340.00	10,200.00	(20,800.00)	33%	
34-381-037 Transfer in from GF	14,870	0.00	0.00	0.00	14,870.00	0.00	100%	
Revenues Totals:	45,870	0.00	1,540.00	4,340.00	25,070.00	(20,800.00)	55%	
Expenses								
34-405-203 Supplies	700	0.00	0.00	0.00	0.00	700.00		
34-405-250 Lights/Heat/Security	3,000	631.17	141.43	293.98	930.93	1,437.90	52%	
34-405-251 Telephone/Internet	3,000	1,420.97	195.96	384.93	1,335.81	243.22	92%	
34-405-255 Bldg Maint/Clean Srvs	2,500	405.00	900.00	997.00	1,767.00	328.00	87%	
34-405-400 Liability Insurance	170	0.00	0.00	0.00	37.50	132.50	22%	
34-405-422 Rent Paid by Town	36,000	18,000.00	3,000.00	6,000.00	18,000.00	0.00	100%	
34-405-499 Miscellaneous	500	0.00	0.00	0.00	0.00	500.00		
Non-Departmental Totals:	45,870	20,457.14	4,237.39	7,675.91	22,071.24	3,341.62	93%	
Expenses Totals:	45,870	20,457.14	4,237.39	7,675.91	22,071.24	3,341.62	93%	
34 FRONTIER WARREN	Revenues Over/(Under) Expenses:		(2,697.39)	(3,335.91)	2,998.76			

Budget vs Actual

Town of Warrenton
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Period Ending 11/30/2023

37 GENERAL FUND							
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
Revenues							
37-302-301 Ad Valorem Taxes - Current	456,502	0.00	0.00	49,957.82	67,547.82	(388,954.18)	15%
37-302-302 Ad Valorem Taxes - Prior Year	4,000	0.00	0.00	765.54	3,664.73	(335.27)	92%
37-302-303 Ad Valorem Taxes - all other prior years	4,000	0.00	0.00	590.93	191.99	(3,808.01)	5%
37-302-304 Ad Valorem Taxes - Penalties & Interest	4,000	0.00	0.00	330.68	938.19	(3,061.81)	23%
37-307-310 Motor Vehicles - Current	43,259	0.00	0.00	2,628.92	12,246.32	(31,012.68)	28%
37-320-320 Local Option Sales Tax Monthly	385,000	0.00	32,661.59	63,782.05	70,157.84	(314,842.16)	18%
37-320-321 Annual Refund of Sales Tax the Town paid	25,000	0.00	(18,936.49)	27,233.70	27,233.70	2,233.70	109%
37-325-325 Utility Franchise Tax Quarterly	86,000	0.00	0.00	0.00	(157.29)	(86,157.29)	0%
37-325-326 Beer & Wine Tax Annual	3,400	0.00	0.00	0.00	0.00	(3,400.00)	
37-325-328 Refund of Gas Tax paid monthly	1,200	0.00	84.24	208.58	311.86	(888.14)	26%
37-325-329 PD Narcotics Tax	154	0.00	0.00	0.00	0.00	(154.00)	
37-325-330 Solid Waste Disposal Tax Qrly	600	0.00	171.01	171.01	342.43	(257.57)	57%
37-335-335 Powell Bill	29,013	0.00	0.00	0.00	14,268.18	(14,744.82)	49%
37-345-344 Historic District Comm Fees	0	0.00	0.00	25.00	75.00	75.00	
37-345-345 Zone Board of Adj	1,800	0.00	600.00	1,000.00	1,950.00	150.00	108%
37-345-346 Code Enforcement	2,750	0.00	75.00	375.00	1,075.00	(1,675.00)	39%
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	208,224	0.00	17,421.69	35,065.94	82,840.14	(125,383.86)	40%
37-351-355 Cemetery Fees	700	0.00	0.00	0.00	0.00	(700.00)	
37-351-356 Police Rpt Fees	55	0.00	5.00	5.00	20.00	(35.00)	36%
37-351-357 Court Fees	200	0.00	9.00	58.50	118.66	(81.34)	59%
37-351-360 Cell Tower Rent	32,340	0.00	2,695.00	5,390.00	13,475.00	(18,865.00)	42%
37-351-361 Parking/Ordinance Collections PD	700	0.00	170.00	170.00	210.00	(490.00)	30%
37-351-401 Debt Setoff Landfill	100	0.00	0.00	0.00	79.50	(20.50)	80%
37-365-001 Interest Income	50	0.00	0.96	6.78	19.70	(30.30)	39%

Budget vs Actual

Town of Warrenton
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Period Ending 11/30/2023

37 GENERAL FUND								
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent	
37-365-351 Revitalization Comm	9,500	0.00	0.00	805.00	1,180.00	(8,320.00)	12%	
37-365-358 Branded Merchandise for Sale	0	0.00	0.00	0.00	200.00	200.00		
37-365-366 Surplus Property	0	0.00	3,604.74	3,604.74	3,604.74	3,604.74		
37-365-370 WWTP 25% of GF Exp	60,675	0.00	4,842.66	9,698.75	25,656.73	(35,018.27)	42%	
37-365-371 WS 25% of GF Exp	107,630	0.00	9,632.93	17,270.38	45,797.96	(61,832.04)	43%	
37-365-401 Mis/Revenue/License Tags	2,000	0.00	0.00	0.00	0.00	(2,000.00)		
37-365-410 Interest Investment NCCMT	20,000	0.00	0.00	2,435.60	9,501.28	(10,498.72)	48%	
37-365-501 Misc Revenue POLICE	500	0.00	0.00	0.00	0.00	(500.00)		
37-395-396 Appropriated Fund Balance (Budget Only)	86,979	0.00	0.00	0.00	0.00	(86,979.00)		
Revenues Totals:	1,578,831	0.00	53,037.33	221,579.92	382,549.48	(1,196,281.52)	24%	
Expenses								
37-401-010 Salary - Full Time	170,770	0.00	13,687.80	27,375.60	67,061.43	103,708.57	39%	
37-401-012 Salary - Adm Assistant	52,868	0.00	4,024.00	8,048.00	20,120.00	32,748.00	38%	
37-401-020 ER-FICA Taxes	13,064	0.00	1,046.52	2,093.04	4,973.00	8,091.00	38%	
37-401-021 ER-FICA Taxes - Adm Assistant	4,045	0.00	307.24	614.48	1,689.82	2,355.18	42%	
37-401-030 ER-Retirement - Orbit	44,057	0.00	3,489.22	6,978.44	17,174.72	26,882.28	39%	
37-401-040 ER-Health Insurance	38,375	18,566.16	2,860.29	5,921.21	18,121.46	1,687.38	96%	
37-401-050 ER-Life Insurance	576	288.00	48.00	96.00	288.00	0.00	100%	
37-401-060 ER-Workman's Comp	275	0.00	0.00	0.00	263.85	11.15	96%	
37-401-200 Travel Expense	1,200	0.00	0.00	0.00	166.36	1,033.64	14%	
37-401-203 Supplies	5,000	886.55	227.08	351.62	1,069.30	3,044.15	39%	
37-401-250 Light, Heat & Security	8,000	2,496.13	628.15	842.50	2,893.87	2,610.00	67%	
37-401-251 Telephone & Postage	4,515	1,804.52	326.65	462.75	1,103.06	1,607.42	64%	
37-401-255 Bldg. Maint/ Clean SVS	6,160	4,448.63	406.67	508.32	1,673.29	38.08	99%	
37-401-256 Bank Fees/ Petty Cash	3,750	0.00	300.00	610.00	1,510.00	2,240.00	40%	
37-401-295 Training	1,400	0.00	0.00	0.00	0.00	1,400.00		
37-401-301 Computer Maint	4,800	3,593.37	422.90	422.90	1,048.13	158.50	97%	
37-401-302 Software Support	3,472	781.73	1,063.08	1,354.05	2,695.93	(6.10)	100%	

Budget vs Actual

Town of Warrenton
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Period Ending 11/30/2023

37 GENERAL FUND							
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
37-401-304 Website	1,600	0.00	400.00	400.00	812.50	787.50	51%
37-401-305 Technology Upgrades	1,880	940.00	940.00	940.00	940.00	0.00	100%
37-401-306 Awning 25% Fund	500	0.00	0.00	0.00	0.00	500.00	
37-401-307 Special Events	1,250	375.00	400.00	570.00	810.00	65.00	95%
37-401-309 Advertising	2,270	304.30	156.30	156.30	313.90	1,651.80	27%
37-401-310 Dues & Subscriptions	2,950	516.00	170.00	410.00	2,390.00	44.00	99%
37-401-325 NC Sales/Use Tax Paid (No Tax)	700	0.00	0.00	450.59	517.08	182.92	74%
37-401-400 Liability Insurance	7,000	0.00	0.00	0.00	942.38	6,057.62	13%
37-401-401 County Tax Collection Svs	8,000	0.00	0.00	781.44	1,162.36	6,837.64	15%
37-401-405 Audit Expense	11,500	0.00	3,499.99	3,499.99	11,500.00	0.00	100%
37-401-410 Election Cost	5,000	0.00	0.00	0.00	0.00	5,000.00	
37-401-420 Attorney Fees	3,500	2,400.00	0.00	0.00	0.00	1,100.00	69%
37-401-497 Sales & Uses Tax Expense	0	0.00	3,203.96	4,395.88	10,386.45	(10,386.45)	
37-401-499 Miscellaneous Expense	415	0.00	155.00	155.00	155.00	260.28	37%
37-401-500 Capital Outlay \$5000 and Above	15,000	0.00	0.00	15,000.00	15,000.00	0.00	100%
37-401-801 Town Hall Roof Loan-Principal	1,389	0.00	0.00	0.00	1,388.67	0.22	100%
37-401-802 Truist Parking Lot Loan Principal	100	0.00	0.00	0.00	0.00	100.00	
37-401-831 Town Hall Roof Loan - Interest Admin	28	0.00	0.00	0.00	28.11	0.00	100%
37-401-832 Truist Parking Lot Loan Interest	100	0.00	0.00	0.00	0.00	100.00	
37-401-998 Contingency	765	0.00	0.00	0.00	0.00	764.54	
General Government Totals:	426,273	37,400.39	37,762.85	82,438.11	188,198.67	200,674.32	53%
37-402-014 Mayor Part Time Salary	1,500	0.00	125.00	250.00	625.00	875.00	42%
37-402-020 ER - FICA TAXES	115	0.00	9.56	19.12	47.80	67.20	42%
37-402-060 Workers Comp Mayor & Council	70	0.00	0.00	0.00	57.68	12.32	82%
37-402-295 Training	930	700.00	0.00	0.00	0.00	230.00	75%
37-402-402 Commission offsite meetings	200	30.00	0.00	0.00	158.00	12.00	94%
Governing Body Totals:	2,815	730.00	134.56	269.12	888.48	1,196.52	57%
37-405-345 Zoning/Ordinances	200	0.00	0.00	0.00	0.00	200.00	

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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	
37-405-423 Quilters Lane	2,453	2,050.40	0.00	0.00	313.39	89.43	96%
37-405-430 Historic District Comm	220	0.00	0.00	0.00	0.00	220.00	
37-405-440 Run Warrenton 5K	2,500	0.00	0.00	0.00	0.00	2,500.00	
37-405-450 Revitalization Comm	8,655	0.00	259.34	1,009.34	1,129.34	7,526.06	13%
37-405-470 Small Town Maint St	2,500	0.00	375.00	375.00	375.00	2,125.00	15%
Non-Departmental Totals:	17,029	2,050.40	634.34	1,384.34	1,817.73	13,160.49	23%
37-501-010 SALARY FULL TIME	209,521	0.00	13,388.52	26,441.20	65,627.75	143,893.00	31%
37-501-014 Salary - Part Time	75,000	0.00	7,700.00	15,755.00	42,380.00	32,620.00	57%
37-501-016 Salary - Admin Assistant	37,100	0.00	2,811.20	5,622.40	14,056.00	23,044.00	38%
37-501-019 Salary - Over-Time	12,000	0.00	2,024.48	4,508.99	8,368.96	3,631.04	70%
37-501-020 ER-FICA Taxes	24,438	0.00	1,973.02	3,982.69	9,922.06	14,515.94	41%
37-501-030 ER - Retirement Orbit	63,903	0.00	3,773.58	7,573.10	17,992.45	45,910.55	28%
37-501-031 ER - 401K 5%	13,618	9,693.73	770.65	1,547.51	3,924.27	0.00	100%
37-501-040 ER - Health Insurance	49,620	11,507.45	1,940.30	3,934.35	11,311.25	26,801.30	46%
37-501-050 ER - Life Insurance	1,010	0.00	64.00	128.00	339.79	670.21	34%
37-501-060 ER - Workman's Comp	6,420	0.00	0.00	0.00	4,226.98	2,193.02	66%
37-501-200 Travel Expense	1,000	500.00	0.00	0.00	0.00	500.00	50%
37-501-203 Supplies	4,900	1,714.07	433.82	765.74	1,655.15	1,530.78	69%
37-501-204 Uniforms	3,000	75.93	881.38	881.38	1,661.21	1,262.86	58%
37-501-205 Equipment & Material	3,500	168.77	539.80	951.25	1,604.26	1,726.97	51%
37-501-250 Light, Heat & Security	9,000	3,474.60	235.33	449.68	1,915.40	3,610.00	60%
37-501-251 Telephone & Postage	9,237	6,213.08	717.30	1,244.10	2,581.10	442.82	95%
37-501-252 Fuel	20,000	10,189.18	1,950.72	3,772.54	9,810.82	0.00	100%
37-501-255 Bldg Maint/Clean Svs	6,320	4,499.68	406.66	837.27	1,817.27	3.05	100%
37-501-295 Training	2,000	650.00	200.00	200.00	200.00	1,150.00	43%
37-501-301 Computer Maint	5,990	3,630.38	306.90	361.90	1,636.62	723.00	88%
37-501-302 Software Support	8,553	1,401.78	1,122.10	1,248.83	6,327.57	823.65	90%
37-501-305 Technology Upgrades	1,000	0.00	0.00	0.00	0.00	1,000.00	

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37 GENERAL FUND								
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent	
37-501-318 Freight Charges	500	0.00	13.99	164.85	200.99	299.01	40%	
37-501-351 Maint & Repair Equip	6,680	0.00	0.00	0.00	6,133.06	546.94	92%	
37-501-370 2019 Dodge Car 100	1,500	860.97	140.67	140.67	202.28	436.75	71%	
37-501-371 2017 Dodge Car 200	1,800	0.00	461.00	461.00	785.95	1,014.05	44%	
37-501-372 2016 Dodge Car 300	1,500	281.43	275.71	295.31	601.52	617.05	59%	
37-501-373 2017 Dodge Car 400	1,500	341.94	57.14	57.14	221.31	936.75	38%	
37-501-374 2010 Ford Car 500	406	0.00	0.00	400.00	406.11	0.00	100%	
37-501-375 2008 Ford Car 600	1,594	500.00	57.14	57.14	63.25	1,030.64	35%	
37-501-376 2019 Dodge Car 700	1,500	428.72	57.14	57.14	134.53	936.75	38%	
37-501-377 2023 Dodge Car 125	1,500	410.32	146.84	146.84	152.95	936.73	38%	
37-501-378 2023 Dodge Car 225	5,979	5,268.13	0.00	0.00	6.11	705.01	88%	
37-501-400 Liability Insurance	18,000	0.00	0.00	0.00	2,723.24	15,276.76	15%	
37-501-415 Police Shots Medical	1,000	0.00	110.00	110.00	110.00	890.00	11%	
37-501-433 COP Program	500	110.32	189.68	237.55	237.55	152.13	70%	
37-501-436 PD Narcotics Tax/Proceeds	154	0.00	0.00	0.00	0.00	154.00		
37-501-499 Miscellaneous	1,590	375.00	185.00	215.00	356.47	858.53	46%	
37-501-801 Town Hall Roof Loan Principal	1,389	0.00	0.00	0.00	1,388.67	0.22	100%	
37-501-802 Police 2017 Cars Loan Principal (USDA)	4,484	0.00	0.00	0.00	4,483.83	0.17	100%	
37-501-803 Police Security Camera Loan Principal (USDA)	1,303	0.00	0.00	0.00	0.00	1,303.00		
37-501-804 Police 2019 Cars Loan Principal (USDA)	4,822	0.00	4,821.02	4,821.02	4,821.02	0.98	100%	
37-501-805 Police 2023 Cars Loan Principle (USDA)	7,177	0.00	0.00	0.00	0.00	7,177.00		
37-501-831 Town Hall Roof Loan - Interest PD	28	0.00	0.00	0.00	28.11	0.00	100%	
37-501-832 Police 2017 Cars Loan Interest (USDA)	297	0.00	0.00	0.00	296.17	0.83	100%	
37-501-833 Police Security Camera Loan Interest (USDA)	31	0.00	0.00	0.00	0.00	31.00		

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37 GENERAL FUND							
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
37-501-834 Police 2019 Cars Loan Interest (USDA)	605	0.00	604.98	604.98	604.98	0.02	100%
37-501-835 Police 2023 Cars Loan Interest (USDA)	1,801	0.00	0.00	0.00	0.00	1,801.00	
Police Department Totals:	634,770	62,295.48	48,360.07	87,974.57	231,317.01	341,157.51	46%
37-601-014 Salary - Part Time Code Enforcement	2,682	0.00	122.40	367.20	856.80	1,825.20	32%
37-601-020 ER-FICA Taxes	230	0.00	9.36	28.08	65.52	164.48	28%
37-601-060 Workers Comp	660	0.00	0.00	0.00	620.56	39.44	94%
37-601-252 Fuel/Truck Expense/Insurance	456	0.00	0.00	0.00	456.00	0.00	100%
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	11,666.66	29,166.65	40,833.35	42%
37-601-475 Donation to Town Fire	1,547	0.00	0.00	0.00	1,546.30	0.35	100%
37-601-476 Code Enforcement Exp	550	0.00	0.00	0.00	544.00	6.35	99%
Fire Totals:	76,325	0.00	5,965.09	12,061.94	33,255.83	43,069.17	44%
37-651-330 Christmas Lights/Santa House	1,730	1,274.95	0.00	0.00	0.00	455.05	74%
37-651-331 Haley Haywood Park	785	0.00	0.00	0.00	0.00	785.00	
37-651-332 Signs below \$5,000	2,000	0.00	0.00	650.00	650.00	1,350.00	33%
37-651-333 Street Beautification - Below \$5,000	6,235	31.98	2,746.00	2,936.71	3,634.69	2,568.33	59%
37-651-335 Street Lighting Electric Bill	24,000	12,757.67	2,343.42	4,597.18	11,242.33	0.00	100%
Signs and Lights Totals:	34,750	14,064.60	5,089.42	8,183.89	15,527.02	5,158.38	85%
37-701-010 Salary - Full Time	59,178	0.00	4,471.58	8,943.16	22,357.90	36,820.10	38%
37-701-014 Salary - Part Time	17,451	0.00	1,194.14	2,202.04	5,353.09	12,097.91	31%
37-701-019 Over-Time	1,338	0.00	0.00	122.91	122.91	1,215.09	9%
37-701-020 ER-FICA Taxes	5,964	0.00	432.23	859.61	2,122.69	3,841.31	36%
37-701-030 ER - Retirement - Orbit	15,360	0.00	1,089.40	2,193.07	5,378.72	9,981.28	35%
37-701-040 ER-Health Insurance	21,706	10,246.48	1,641.21	3,414.58	10,390.87	1,068.65	95%
37-701-050 ER-Life Insurance	388	123.04	55.20	99.52	264.80	0.16	100%

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37 GENERAL FUND							
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
37-701-060 ER-Workman's Comp	1,837	0.00	0.00	0.00	1,699.49	137.51	93%
37-701-203 Supplies	3,000	716.26	455.21	545.01	2,220.33	63.41	98%
37-701-204 Uniforms	4,212	3,066.23	0.00	435.38	1,145.77	0.00	100%
37-701-251 Telephone & Postage	925	431.49	57.72	115.44	288.51	205.00	78%
37-701-252 Fuel	12,000	7,138.72	916.39	2,193.75	4,860.98	0.30	100%
37-701-312 Tree Removal	1,800	1,800.00	0.00	0.00	0.00	0.00	100%
37-701-351 Maint & Repair Equip	11,000	7,415.00	267.00	267.00	267.00	3,318.00	70%
37-701-352 Vehicle Maintenance	6,000	0.00	294.04	863.28	2,195.95	3,804.05	37%
37-701-400 Liability Insurance	5,020	0.00	0.00	0.00	1,008.63	4,011.37	20%
37-701-431 Street Debris Disposal	5,400	0.00	0.00	1,000.00	1,000.00	4,400.00	19%
37-701-895 Mowing	(16,000)	0.00	(1,333.00)	(2,666.00)	(6,665.00)	(9,335.00)	42%
Streets Totals:	156,579	30,937.22	9,541.12	20,588.75	54,012.64	71,629.14	54%
37-710-361 Maint & Repair POWELL BILL	28,913	0.00	0.00	0.00	0.00	28,913.00	
37-710-405 Audit Expense POWELL BILL	100	0.00	0.00	0.00	0.00	100.00	
Powell Bill Totals:	29,013	0.00	0.00	0.00	0.00	29,013.00	
37-801-010 Salary - Full Time Sanitation	50,988	0.00	3,922.08	7,844.16	19,610.40	31,377.60	38%
37-801-019 Salary - Over Time Sanitation	713	0.00	0.00	67.11	103.40	609.60	15%
37-801-020 ER - FICA Sanitation	3,955	0.00	293.44	592.01	1,471.81	2,483.19	37%
37-801-030 ER - Retirement - Orbit Sanitation	10,185	0.00	772.64	1,558.50	3,876.42	6,308.58	38%
37-801-040 ER - Health Insurance	17,048	7,934.11	1,279.99	2,642.04	7,979.20	1,134.69	93%
37-801-050 ER - Life Insurance	259	129.36	21.60	43.20	129.60	0.04	100%
37-801-060 Workman's Compensation	4,415	0.00	0.00	0.00	4,414.84	0.16	100%
37-801-203 Supplies	1,000	0.00	0.00	0.00	354.99	645.01	35%
37-801-204 Uniforms	2,808	2,083.93	0.00	300.79	724.07	0.00	100%
37-801-251 Telephone & Postage	720	230.34	30.75	61.50	153.66	336.00	53%
37-801-252 Fuel	3,645	1,979.62	261.58	528.04	1,220.38	445.00	88%
37-801-350 Landfull Fees	20,250	11,747.61	1,825.75	3,323.20	8,252.39	250.00	99%
37-801-352 Vehicle Maintenance	1,000	0.00	276.61	276.61	335.92	664.08	34%
37-801-400 Liability Insurance	4,035	0.00	0.00	0.00	811.03	3,223.97	20%

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Sanitation Totals:	121,021	24,104.97	8,684.44	17,237.16	49,438.11	47,477.92	61%
37-901-032 Transfer out to Capital Project Parking Lot	55,324	0.00	0.00	798.00	55,324.00	0.00	100%
37-901-034 Transfer Out to Frontier Warren	14,870	0.00	0.00	0.00	14,870.00	0.00	100%
37-901-038 Transfer Out to WS for USDA Loan	7,281	0.00	0.00	0.00	7,281.00	0.00	100%
37-901-889 Transfer Out to USDA Loan Reserve	2,781	0.00	0.00	0.00	0.00	2,781.00	
Transfers Out Totals:	80,256	0.00	0.00	798.00	77,475.00	2,781.00	97%
Expenses Totals:	1,578,831	171,583.06	116,171.89	230,935.88	651,930.49	755,317.45	52%
37 GENERAL FUND Revenues Over/(Under) Expenses:			(63,245.56)	(9,355.96)	(269,381.01)		

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38 WATER / SEWER							
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
Revenues							
38-351-401 Water Sales	837,532	0.00	63,181.07	129,629.99	290,574.60	(546,957.40)	35%
38-351-402 Debt Setoff WATER	224	0.00	0.00	0.00	163.70	(60.30)	73%
38-351-404 Sewer Services	632,186	0.00	48,520.15	95,603.11	215,002.55	(417,183.45)	34%
38-351-407 Debt Setoff SEWER	196	0.00	56.00	56.00	191.93	(4.07)	98%
38-351-408 Town Taps	18,000	0.00	1,110.95	1,110.95	1,110.95	(16,889.05)	6%
38-351-416 Dis/Reconnection Fee	9,122	0.00	736.34	1,703.24	3,324.22	(5,797.78)	36%
38-351-417 Fire Sprinkler	2,176	0.00	196.14	392.28	963.90	(1,212.10)	44%
38-351-418 Late Fees/Penalty/Cut Off	21,850	0.00	2,096.18	4,452.51	10,362.99	(11,487.01)	47%
38-351-419 Returned Check Fee	825	0.00	100.00	175.00	350.00	(475.00)	42%
38-351-420 Debt Setoff Late Fees/Penalty/Cut Off	91	0.00	55.00	55.00	154.52	63.52	170%
38-365-001 Interest Income	36	0.00	2.91	4.65	12.74	(23.26)	35%
38-365-014 Cash Over and Short (Daily Difference)	0	0.00	(11.00)	(11.00)	(11.00)	(11.00)	
38-365-410 Interest/investment Income NCCMT	8,184	0.00	0.00	1,217.04	4,747.20	(3,436.80)	58%
38-365-421 Account Activation Fee	2,813	0.00	275.00	475.00	1,125.00	(1,688.00)	40%
38-381-037 Transfer In From GF	7,281	0.00	0.00	0.00	7,281.00	0.00	100%
Revenues Totals:	1,540,516	0.00	116,318.74	234,863.77	535,354.30	(1,005,161.70)	35%
Expenses							
38-851-010 Salary Full Time	112,829	0.00	8,310.84	16,146.37	38,199.53	74,629.47	34%
38-851-014 Salary - Part Time	13,131	0.00	1,266.86	2,489.68	6,212.31	6,918.69	47%
38-851-019 Salary Over-Time	7,527	0.00	225.00	461.61	1,910.05	5,616.95	25%
38-851-020 ER-FICA Taxes	10,212	0.00	717.71	1,396.56	3,366.62	6,845.38	33%
38-851-030 ER - Retirement Orbit	21,599	0.00	1,202.81	2,480.86	6,000.17	15,598.83	28%
38-851-040 ER - Health Insurance WATER	29,178	9,721.40	2,090.16	3,769.69	10,361.06	9,095.54	69%
38-851-050 ER - Life Insurance	500	161.04	15.11	47.43	174.71	164.25	67%
38-851-060 ER - Workman's Comp	1,163	0.00	0.00	0.00	1,055.64	107.36	91%

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38 WATER / SEWER							
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
38-851-200 Travel Expense	215	0.00	0.00	0.00	0.00	215.00	
38-851-203 Supplies	29,315	2,237.55	1,174.59	2,886.68	15,421.29	11,655.69	60%
38-851-204 Uniforms	2,496	1,778.82	0.00	296.86	717.18	0.00	100%
38-851-250 Light & Heat & Security	6,090	2,822.65	157.44	741.97	1,585.35	1,682.00	72%
38-851-251 Telephone & Postage	9,410	5,730.82	826.32	1,549.71	3,602.87	76.31	99%
38-851-252 Fuel	10,300	4,402.00	557.26	1,103.15	3,088.85	2,809.15	73%
38-851-255 Bldg. Maint/Clean Svs	3,117	2,224.36	203.34	254.19	744.20	148.44	95%
38-851-260 Electric Tank/Pumps	3,198	1,684.22	200.81	493.64	915.78	598.00	81%
38-851-296 Continuing Education	1,300	300.00	0.00	0.00	88.56	911.44	30%
38-851-301 Computer Maintenance	3,500	2,355.03	289.59	382.90	871.66	273.31	92%
38-851-302 Software Support	9,000	499.67	90.40	295.40	7,605.41	894.92	90%
38-851-305 Technology Upgrades	2,250	401.34	0.00	0.00	1,388.11	460.55	80%
38-851-309 Advertising	265	0.00	0.00	0.00	0.00	265.00	
38-851-310 Dues & Subscriptions	450	100.00	12.50	164.34	339.34	10.66	98%
38-851-313 State Permits	1,250	0.00	1,090.00	1,090.00	1,090.00	160.00	87%
38-851-345 Water Tank Contract	19,750	9,972.81	0.00	4,977.39	9,777.19	0.00	100%
38-851-347 Lab Analysis	1,500	285.00	70.00	685.00	1,215.00	0.00	100%
38-851-351 Maint. & Repair Equip	3,000	0.00	0.00	0.00	0.00	3,000.00	
38-851-352 Vehicle Maintenance	3,750	0.00	153.50	341.35	970.83	2,779.17	26%
38-851-400 Town Liability Insurance	9,234	0.00	0.00	0.00	1,795.28	7,438.72	19%
38-851-405 Audit Expense	5,750	0.00	1,750.00	1,750.00	5,750.00	0.00	100%
38-851-448 External Contract	7,500	2,875.00	0.00	2,397.60	3,647.60	977.40	87%
38-851-451 Water Purchase	200,000	107,299.27	17,898.61	34,802.49	53,028.40	39,672.33	80%
38-851-500 Capital Outlay \$5000 and Above	5,685	0.00	0.00	0.00	5,685.47	0.00	100%
38-851-801 Town Hall Roof Loan - Principal	695	0.00	0.00	0.00	694.35	0.61	100%
38-851-802 USDA Public Works Trucks - Princ Water	8,534	0.00	0.00	2,736.35	2,736.35	5,797.65	32%
38-851-803 USDA Town Hall/WS Loan Principal	29,272	0.00	0.00	0.00	0.00	29,272.00	

Budget vs Actual

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38 WATER / SEWER								
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent	
38-851-831 Town Hall Roof Loan - Interest Water	14	0.00	0.00	0.00	14.04	0.00	100%	
38-851-833 USDA Town Hall/WS Loan Interest	15,196	0.00	0.00	0.00	0.00	15,196.00		
38-851-836 USDA Public Works Trucks - Int Water	1,349	0.00	0.00	180.64	180.64	1,168.36	13%	
38-851-895 Grass Cutting Expense	16,000	0.00	1,333.00	2,666.00	6,665.00	9,335.00	42%	
38-851-896 WS 25% of GF Expense	53,815	0.00	4,816.46	8,635.19	22,898.97	30,916.03	43%	
38-851-998 Contingency	3,676	0.00	0.00	0.00	0.00	3,676.00		
Water Totals:	663,015	154,850.98	44,452.31	95,223.05	219,797.81	288,366.21	57%	
38-852-010 Salary - Full Time	112,829	0.00	8,310.84	16,146.37	38,528.37	74,300.63	34%	
38-852-014 Salary - Part Time	13,131	0.00	1,266.86	2,489.68	6,212.00	6,919.00	47%	
38-852-019 Salary - Over Time Sewer	7,527	0.00	313.92	613.02	1,475.22	6,051.78	20%	
38-852-020 ER - FICA Sewer	10,212	0.00	753.69	1,466.53	3,518.94	6,693.06	34%	
38-852-030 ER-Retirement Orbit	21,599	0.00	1,198.82	2,464.15	5,928.55	15,670.45	27%	
38-852-040 ER-Health Insurance SEWER	29,178	9,733.72	2,080.31	3,760.18	10,352.94	9,091.34	69%	
38-852-050 ER-Life Insurance	500	181.52	(0.89)	32.07	161.91	156.57	69%	
38-852-060 ER-Workman's Comp	1,163	0.00	0.00	0.00	1,055.64	107.36	91%	
38-852-200 Travel Expense	215	0.00	0.00	0.00	0.00	215.00		
38-852-203 Supplies	19,917	2,687.37	603.90	2,016.96	7,796.16	9,433.00	53%	
38-852-204 Uniforms	2,496	1,778.91	0.00	296.83	717.09	0.00	100%	
38-852-250 Light & Heat & Security	6,025	3,267.50	220.97	869.03	1,902.98	854.52	86%	
38-852-251 Telephone & Postage	9,437	5,730.97	819.70	1,560.74	3,622.58	83.45	99%	
38-852-252 Fuel	10,300	4,402.01	557.24	1,103.13	3,088.83	2,809.16	73%	
38-852-255 Bldg. Maint/Clean Svs	3,117	2,224.37	203.33	254.18	744.20	148.43	95%	
38-852-260 Electric Tank/Pumps	9,000	5,311.15	804.25	1,528.61	3,688.85	0.00	100%	
38-852-296 Continuing Education	720	150.00	0.00	0.00	115.00	455.00	37%	
38-852-301 Computer Maint.	5,000	2,355.03	289.58	382.90	871.66	1,773.31	65%	
38-852-302 Software Support	9,000	499.67	90.40	295.40	7,605.38	894.95	90%	

Budget vs Actual

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38 WATER / SEWER								
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent	
38-852-305 Technology Upgrades	2,250	401.33	0.00	0.00	1,388.09	460.58	80%	
38-852-309 Advertising	683	0.00	0.00	326.63	326.63	356.37	48%	
38-852-310 Dues & Subscriptions	439	100.00	12.50	164.33	339.33	0.00	100%	
38-852-313 State Permits	1,500	200.00	0.00	0.00	0.00	1,300.00	13%	
38-852-351 Maint & Repair Equip	3,000	0.00	0.00	0.00	0.00	3,000.00		
38-852-352 Vehicle Maintenance	3,750	0.00	153.49	341.31	970.79	2,779.21	26%	
38-852-400 Liability Insurance	5,851	0.00	0.00	0.00	1,120.97	4,730.03	19%	
38-852-405 Audit Expense	5,750	0.00	1,750.00	1,750.00	5,750.00	0.00	100%	
38-852-435 Purchase of Sewer Services	387,485	0.00	0.00	0.00	103,718.88	283,766.12	27%	
38-852-448 External Contract	9,000	0.00	736.89	1,771.29	4,226.95	4,773.05	47%	
38-852-473 WWTP Rehab Annual Payment	23,918	0.00	0.00	0.00	0.00	23,918.00		
38-852-500 Capital Outlay \$5000 and Above	5,685	0.00	0.00	0.00	5,685.47	0.00	100%	
38-852-801 Town Hall Roof Loan - Principal	706	0.00	0.00	0.00	694.35	11.65	98%	
38-852-802 USDA Public Works Trucks - Princ Sewer	8,534	0.00	0.00	2,736.36	2,736.36	5,797.64	32%	
38-852-803 USDA Town Hall/WS Loan Principal	29,272	0.00	0.00	0.00	0.00	29,272.00		
38-852-804 NCDEQ Unity, Bute & Battle Sewer Rehab Princ Only	14,388	0.00	0.00	0.00	0.00	14,388.00		
38-852-809 John Riggans Easement Pmt	1,000	1,000.00	0.00	0.00	0.00	0.00	100%	
38-852-811 NCDEQ Sewer Rehab Annual Loan- Principal	13,750	0.00	0.00	0.00	0.00	13,750.00		
38-852-831 Town Hall Roof Loan - Interest Sewer	57	0.00	0.00	0.00	14.04	42.96	25%	
38-852-833 USDA Town Hall/WS Loan Interest	15,196	0.00	0.00	0.00	0.00	15,196.00		
38-852-836 USDA Public Works Trucks - Int Sewer	1,349	0.00	0.00	180.65	180.65	1,168.35	13%	
38-852-837 NCDEQ Sewer Rehab Annual Loan- Interest	2,750	0.00	0.00	1,375.00	1,375.00	1,375.00	50%	

Budget vs Actual

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38 WATER / SEWER							
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
38-852-896 WS 25% of GF Expense	53,815	0.00	4,816.47	8,635.19	22,898.99	30,916.01	43%
38-852-998 Contingency	6,693	0.00	0.00	0.00	0.00	6,692.67	
Sewer Expenses Totals:	868,187	40,023.55	24,982.27	52,560.54	248,812.80	579,350.65	33%
38-901-889 Transfer Out to USDA Loan Reserve	9,314	0.00	0.00	0.00	0.00	9,314.00	
Transfers Out Totals:	9,314	0.00	0.00	0.00	0.00	9,314.00	
Expenses Totals:	1,540,516	194,874.53	69,434.58	147,783.59	468,610.61	877,030.86	43%
38 WATER / SEWER Revenues Over/(Under) Expenses:			46,884.16	87,080.18	66,743.69		

Budget vs Actual

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39 WWTP								
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent	
Revenues								
39-351-405 Septic Disposal Service	62,340	0.00	3,185.00	5,345.00	15,205.00	(47,135.00)	24%	
39-351-470 Town Sewer Revenues	387,485	0.00	0.00	0.00	103,718.88	(283,766.12)	27%	
39-351-471 Sewer Revenues - County	240,446	0.00	0.00	0.00	64,360.76	(176,085.24)	27%	
39-351-472 Sewer Rev Norlina	222,003	0.00	0.00	0.00	59,423.94	(162,579.06)	27%	
39-365-001 Interest Income	0	0.00	0.08	0.11	0.33	0.33		
Revenues Totals:	912,274	0.00	3,185.08	5,345.11	242,708.91	(669,565.09)	27%	
Expenses								
39-861-010 Salary - Full Time	211,186	0.00	15,271.06	31,046.88	77,968.00	133,218.00	37%	
39-861-014 Salary - Part Time	18,338	0.00	998.32	1,621.52	4,052.81	14,285.19	22%	
39-861-019 Over-Time	16,345	0.00	705.96	1,783.22	4,343.46	12,001.54	27%	
39-861-020 ER-FICA Taxes	18,809	0.00	1,103.93	2,246.19	5,588.81	13,220.19	30%	
39-861-030 ER - Retirement Orbit	45,036	0.00	2,844.35	5,608.23	12,733.56	32,302.44	28%	
39-861-040 ER- Health Insurance	47,451	20,849.41	3,332.39	6,816.20	19,943.74	6,657.85	86%	
39-861-050 ER-Life Insurance	625	268.80	13.18	57.98	237.18	119.02	81%	
39-861-060 ER-Workman's Comp	2,260	0.00	0.00	0.00	2,048.83	211.17	91%	
39-861-200 Travel Expense	500	0.00	0.00	0.00	0.00	500.00		
39-861-203 Supplies	51,315	6,902.96	12,112.83	20,241.15	37,916.80	6,494.77	87%	
39-861-204 Uniforms	3,432	2,066.04	0.00	592.83	1,365.96	0.00	100%	
39-861-250 Light, Heat & Security	119,000	62,305.32	9,385.71	18,116.02	45,470.68	11,224.00	91%	
39-861-251 Telephone & Postage	9,050	4,146.22	570.73	1,110.61	3,287.26	1,616.52	82%	
39-861-252 Fuel	10,250	5,024.60	709.99	1,428.26	3,466.51	1,758.89	83%	
39-861-296 Continuing Education	2,000	150.00	0.00	0.00	0.00	1,850.00	8%	
39-861-301 Computer Maint.	5,609	3,939.83	487.36	657.48	1,668.90	0.27	100%	
39-861-302 Software Support	4,208	1,985.92	107.12	312.12	1,926.19	295.89	93%	
39-861-305 Technology Upgrades	2,000	401.33	0.00	0.00	1,096.72	501.95	75%	
39-861-309 Advertising	1,000	0.00	0.00	670.00	670.00	330.00	67%	
39-861-310 Dues & Subscriptions	139	0.00	0.00	139.33	139.33	0.00	100%	
39-861-318 Freight Charges	2,250	1,177.56	551.26	641.26	1,014.77	57.67	97%	

Budget vs Actual

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39 WWTP							
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
39-861-342 Maint & Repair Plant	86,380	6,350.00	35,646.50	55,644.25	78,517.53	1,512.47	98%
39-861-344 Sludge Removal	70,000	43,600.50	7,318.50	7,318.50	25,399.50	1,000.00	99%
39-861-345 Beaver Control	750	0.00	0.00	0.00	575.00	175.00	77%
39-861-346 Lab Material & Supplies	9,000	0.00	1,423.15	2,745.87	7,964.15	1,035.85	88%
39-861-347 Lab Analysis	21,662	10,708.00	1,863.00	1,863.00	10,954.00	0.00	100%
39-861-348 Tar - Pamlico Dues	3,000	0.00	0.00	0.00	0.00	3,000.00	
39-861-349 OSHAComp/Safety M&S	1,500	0.00	0.00	0.00	0.00	1,500.00	
39-861-352 Vehicle Maintenance	4,750	0.00	145.00	415.52	522.58	4,227.42	11%
39-861-400 Liability Insurance	17,174	0.00	0.00	0.00	3,602.86	13,571.14	21%
39-861-405 Audit Expense	11,500	0.00	3,500.01	3,500.01	11,500.00	0.00	100%
39-861-441 Certify Lab Services	1,000	0.00	175.00	175.00	175.00	825.00	18%
39-861-444 Permits & Fees	15,735	5,875.00	1,075.00	1,900.00	7,965.00	1,895.00	88%
39-861-446 Influent Debris Removal	5,999	3,429.29	523.55	1,045.89	2,569.71	0.00	100%
39-861-500 Capital Outlay \$5000 and Over	5,685	0.00	0.00	0.00	5,685.47	0.00	100%
39-861-810 NCDEQ WWTP Phase 2 Principal	23,607	0.00	0.00	0.00	0.00	23,607.00	
39-861-897 WWTP 25% of GF Exp	60,675	0.00	4,842.66	9,698.75	25,656.73	35,018.27	42%
39-861-998 Contingency	3,054	0.00	0.00	0.00	0.00	3,053.67	
WWTP - Expenses Totals:	912,274	179,180.78	104,706.56	177,396.07	406,027.04	327,066.18	64%
Expenses Totals:	912,274	179,180.78	104,706.56	177,396.07	406,027.04	327,066.18	64%
39 WWTP Revenues Over/(Under) Expenses:			(101,521.48)	(172,050.96)	(163,318.13)		

Check Listing

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Check Number	Bank	Vendor	Date	Amount
66791	30	CAROLINA DIGITAL PHONE INC	11/01/2023	<u>\$316.00</u>
66792	30	COLUMBIAN MUTUAL LIFE INS CO	11/01/2023	<u>\$37.20</u>
66793	30	WRIGHT EXPRESS FSC	11/01/2023	<u>\$2,389.22</u>
66794	30	AMAZON CAPTIAL SERVICES, INC.	11/02/2023	<u>\$410.38</u>
66795	30	ClearWater, Inc	11/02/2023	<u>\$843.33</u>
66796	30	DOCUMENT SYSTEMS, INC	11/02/2023	<u>\$123.83</u>
66797	30	DUKE ENERGY PROGRESS	11/02/2023	<u>\$127.51</u>
66798	30	FOSTER SEPTIC TANK CLEANING	11/02/2023	<u>\$700.00</u>
66799	30	PICTURESQUE HOMES LLC	11/02/2023	<u>\$500.00</u>
66800	30	USA Bluebook	11/02/2023	<u>\$1,205.65</u>
66801	30	WARREN COUNTY PUBLIC UTILITIES	11/02/2023	<u>\$17,898.61</u>
66802	30	WILSON'S WATER SERVICES	11/02/2023	<u>\$825.00</u>
66803	30	AMAZON CAPTIAL SERVICES, INC.	11/07/2023	<u>\$58.56</u>
66804	30	ClearWater, Inc	11/07/2023	<u>\$10,559.46</u>
66805	30	DOCUMENT SYSTEMS, INC	11/07/2023	<u>\$409.71</u>
66806	30	DRAWINGBOARD PRINTING	11/07/2023	<u>\$175.28</u>
66807	30	GALLS QUARTERMASTER	11/07/2023	<u>\$108.90</u>
66808	30	INVOICE CLOUD, INC.	11/07/2023	<u>\$129.85</u>
66809	30	PITNEY BOWES GLOBAL	11/07/2023	<u>\$223.16</u>
66810	30	Spectrum Business	11/07/2023	<u>\$169.98</u>
66811	30	TOWN OF WARRENTON	11/07/2023	<u>\$270.32</u>
66812	30	ULINE	11/07/2023	<u>\$388.78</u>
66813	30	UNITED PARCEL SERVICE	11/07/2023	<u>\$107.23</u>
66814	30	VC3, Inc.	11/07/2023	<u>\$1,227.59</u>
66815	30	WARREN AUTO PARTS, INC.	11/07/2023	<u>\$474.82</u>
66816	30	WATER GUARD, INC.	11/07/2023	<u>\$2,976.41</u>
66817	30	AMAZON CAPTIAL SERVICES, INC.	11/08/2023	<u>\$173.93</u>
66818	30	CAROLINA DIGITAL PHONE INC	11/08/2023	<u>\$316.00</u>
66819	30	ClearWater, Inc	11/08/2023	<u>\$3,165.37</u>
66820	30	Community Eye Care	11/08/2023	<u>\$126.64</u>
66821	30	DUKE ENERGY PROGRESS	11/08/2023	<u>\$2,189.36</u>
66822	30	DUKE ENERGY PROGRESS	11/08/2023	<u>\$129.01</u>

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Check Number	Bank	Vendor	Date	Amount
66823	30	GFL ENVIRONMENTAL	11/08/2023	<u>\$523.55</u>
66824	30	GUPTON SERVICES, INC	11/08/2023	<u>\$130.00</u>
66825	30	NC DEPT. OF ENVIRONMENTAL QUALITY	11/08/2023	<u>\$1,090.00</u>
66826	30	NC DEQ/DWR/WSS Laboratory Cert. Branch	11/08/2023	<u>\$250.00</u>
66827	30	NORTH CAROLINA 811, INC	11/08/2023	<u>\$25.00</u>
66828	30	PETE SMITH TIRE & QUICK LUBE, INC	11/08/2023	<u>\$190.72</u>
66829	30	TAR HEEL TIRE SALES/SERVICE	11/08/2023	<u>\$5.34</u>
66830	30	WARREN AUTO PARTS, INC.	11/08/2023	<u>\$80.01</u>
66849	30	AMAZON CAPTIAL SERVICES, INC.	11/15/2023	<u>\$359.13</u>
66850	30	APPLIED INDUSTRIAL TECHNOLOGIES - DIXIE, INC.	11/15/2023	<u>\$11,061.60</u>
66851	30	DOCUMENT SYSTEMS, INC	11/15/2023	<u>\$55.45</u>
66852	30	DUKE ENERGY PROGRESS	11/15/2023	<u>\$1,475.78</u>
66853	30	GALLS QUARTERMASTER	11/15/2023	<u>\$133.07</u>
66854	30	MERITECH INC	11/15/2023	<u>\$1,933.00</u>
66855	30	MIRANDA E. MEDLIN	11/15/2023	<u>\$150.00</u>
66856	30	Pete Smith Garage, Inc.	11/15/2023	<u>\$179.18</u>
66857	30	PETE SMITH TIRE & QUICK LUBE, INC	11/15/2023	<u>\$1,077.18</u>
66858	30	PROFESSIONAL MAIL SERVICES, INC	11/15/2023	<u>\$151.51</u>
66859	30	PROFESSIONAL MAIL SERVICES, INC	11/15/2023	<u>\$487.68</u>
66860	30	SCOTT ERIC LILES	11/15/2023	<u>\$8,500.00</u>
66861	30	UNITED PARCEL SERVICE	11/15/2023	<u>\$94.80</u>
66862	30	VANCE FAMILY MEDICINE PA	11/15/2023	<u>\$110.00</u>
66863	30	VAUGHAN & SON AUTOBODY	11/15/2023	<u>\$453.46</u>
66864	30	WARREN COUNTY PUBLIC WORKS	11/15/2023	<u>\$1,825.75</u>
66865	30	WESLEY MEMORIAL UMC	11/15/2023	<u>\$155.00</u>
66866	30	WRIGHT EXPRESS FSC	11/15/2023	<u>\$1,950.72</u>
66867	30	AMAZON CAPTIAL SERVICES, INC.	11/17/2023	<u>\$52.18</u>
66868	30	CAROLINA PARKS & PLAY	11/17/2023	<u>\$2,931.36</u>
66869	30	DUKE ENERGY PROGRESS	11/17/2023	<u>\$392.82</u>
66870	30	FRONTIER NATURAL GAS	11/17/2023	<u>\$12.42</u>
66871	30	LITTLE ENVIRONMENTS, PLLC	11/17/2023	<u>\$5,220.00</u>

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Check Number	Bank	Vendor	Date	Amount
66872	30	TIME WARNER CABLE	11/17/2023	<u>\$182.97</u>
66873	30	UNUM LIFE INSURANCE COMPANY OF AMERICA	11/17/2023	<u>\$551.61</u>
66874	30	WOMACK PUBLISHING CO. INC.	11/17/2023	<u>\$156.30</u>
66875	30	A FULL CLEANING SERVICES LLC	11/21/2023	<u>\$900.00</u>
66876	30	AMAZON CAPTIAL SERVICES, INC.	11/21/2023	<u>\$358.37</u>
66877	30	BLUE CROSS BLUE SHIELD VOIDED	11/21/2023	<u>\$17,027.98</u>
66878	30	BLUE RIDGE SPRINGS, INC	11/21/2023	<u>\$287.30</u>
66879	30	BREEDLOVE ELECTRIC, INC	11/21/2023	<u>\$786.63</u>
66880	30	DUKE ENERGY PROGRESS	11/21/2023	<u>\$9,476.99</u>
66881	30	FRONTIER NATURAL GAS	11/21/2023	<u>\$20.08</u>
66882	30	GRANVILLE FARMS, INC.	11/21/2023	<u>\$7,318.50</u>
66883	30	HUMANA SPECIALTY BENEFITS	11/21/2023	<u>\$29.38</u>
66884	30	JENNIE HOREIN	11/21/2023	<u>\$150.00</u>
66885	30	JOYCE AND COMPANY, CPA	11/21/2023	<u>\$10,500.00</u>
66886	30	LAKE BALANCE CALIBRATION SOLUTIONS	11/21/2023	<u>\$80.00</u>
66887	30	McMASTER-CARR SUPPLY COMPANY	11/21/2023	<u>\$139.79</u>
66888	30	MUNICIPAL INSURANCE TRUST VOIDED	11/21/2023	<u>\$793.45</u>
66889	30	NC DEPT OF STATE TREASURER	11/21/2023	<u>\$275.73</u>
66890	30	PETE SMITH TIRE & QUICK LUBE, INC	11/21/2023	<u>\$1,145.66</u>
66891	30	UNITED PARCEL SERVICE	11/21/2023	<u>\$52.53</u>
66892	30	VC3, Inc.	11/21/2023	<u>\$83.80</u>
66893	30	WARREN AUTO PARTS, INC.	11/21/2023	<u>\$513.94</u>
66894	30	MUNICIPAL INSURANCE TRUST	11/21/2023	<u>\$793.45</u>
66895	30	BLUE CROSS BLUE SHIELD	11/21/2023	<u>\$17,552.38</u>
66896	30	AHNER SECURITY INC.	11/27/2023	<u>\$106.75</u>
66897	30	AT&T MOBILITY II LLC	11/27/2023	<u>\$399.14</u>
66898	30	Carolina Images by Angela, LLC	11/27/2023	<u>\$725.90</u>
66899	30	ENVIRONMENTAL SAFETY PROFESSIONALS, INC.	11/27/2023	<u>\$100.00</u>
66900	30	FIRST CITIZENS BANK	11/27/2023	<u>\$6,334.41</u>
66901	30	HYMILLER LAND SURVEYING	11/27/2023	<u>\$1,760.00</u>
66902	30	NC DEPARTMENT OF REVENUE	11/27/2023	<u>\$18,936.49</u>

Check Listing

Date From: 11/1/2023 Date To: 11/30/2023
Vendor Range: 1 800 FLAGPOLE.COM - ZIMA CORPORATION

Town of Warrenton
12/07/2023 12:00 PM

Page: 4 of 4

Check Number	Bank	Vendor	Date	Amount
66903	30	PLATTERIFIC CATERING, LLC	11/27/2023	<u>\$375.00</u>
66904	30	PUMPS PARTS & SERVICE	11/27/2023	<u>\$8,790.18</u>
66905	30	SCOTT ERIC LILES	11/27/2023	<u>\$2,250.00</u>
66906	30	TRIANGLE BUSINESS JOURNAL	11/27/2023	<u>\$181.47</u>
66907	30	USA Bluebook	11/27/2023	<u>\$114.45</u>
66908	30	Wash Depot	11/27/2023	<u>\$400.00</u>
66909	30	A FULL CLEANING SERVICES LLC	11/29/2023	<u>\$720.00</u>
66910	30	ABBY BROOKE WILKERSON	11/29/2023	<u>\$400.00</u>
66911	30	AT&T MOBILITY II LLC	11/29/2023	<u>\$773.08</u>
66912	30	COLUMBIAN MUTUAL LIFE INS CO	11/29/2023	<u>\$37.20</u>
66913	30	INFORMATION TECHNOLOGY SERVICE	11/29/2023	<u>\$164.15</u>
66914	30	LAKE BALANCE CALIBRATION SOLUTIONS	11/29/2023	<u>\$75.00</u>
66915	30	MONCURE HOMES	11/29/2023	<u>\$17,496.00</u>
66916	30	NATALIE BOLTON CARRARA	11/29/2023	<u>\$89.11</u>
66917	30	PRUDENTIAL RETIREMENT	11/29/2023	<u>\$1,159.65</u>
66918	30	VERIZON WIRELESS	11/29/2023	<u>\$320.08</u>
66919	30	WRIGHT EXPRESS FSC	11/29/2023	<u>\$1,883.39</u>
66920	30	CARDNO USA, INC.	11/30/2023	<u>\$10,115.00</u>
66921	30	DANIEL BEECH	11/30/2023	<u>\$259.34</u>
66922	30	PRO, INC.	11/30/2023	<u>\$2,000.00</u>
66923	30	ERIN MCGEE BANKERT	11/30/2023	<u>\$148.75</u>
66924	30	FLEMING INVESTMENT COMPANY	11/30/2023	<u>\$3,000.00</u>
116	Checks Totaling -			\$238,105.18

Totals By Fund

	Checks	Voids	Total
32	\$6,980.00		\$6,980.00
34	\$4,237.39		\$4,237.39
36	\$3,203.96		\$3,203.96
37	\$65,373.29	\$8,143.38	\$57,229.91
38	\$40,726.69	\$3,889.54	\$36,837.15
39	\$87,702.53	\$5,788.51	\$81,914.02
67	\$19,766.32		\$19,766.32
71	\$10,115.00		\$10,115.00
Totals:	\$238,105.18	\$17,821.43	\$220,283.75



Warrenton Police Department

December 2023 Summary

Incident Log Details

November 8th – Property Damage: *Officer Tharrington* responded to the Burger Barn reference property damage at 325 E. Macon Street. When he arrived, he found a four-door gold in color Honda Accord in the ditch. He ran the license plate and spoke to the driver, who stated that he just left dialysis and drove to Burger Barn to get himself something to eat. He did not recall what happened, as he believed he must have blacked out. I asked Mr. Jones if he needed EMS, and he stated he did not. Officer Tharrington observed the scene and deduced that the driver must have driven directly into the ditch in front of the Burger Barn—the vehicle sustained damage to the front bumper. Fred's Towing was contacted to retrieve the vehicle out of the ditch; I seized the license plate due to a “pick up” order, and a family member arrived to take the driver of the Honda home.

November 14th – Cyber Crime Obtaining Property by False Pretenses: *Officer Tharrington* was dispatched to the PD for a subject who needed a report. When he arrived, the victim stated that she had been contacted via FACEBOOK by a company called ASHOC Energy Drink, offering to pay her money to put their decal on her car. She then sent a payment of \$3,290.00 to a CASH APP for a decal installer as instructed. The victim sent this payment on 11/08/2023 to Toni Lynn Dantoni on CASH APP. The victim does not know where the Dantoni subject is and has never met them in person. She has been unable to contact anyone from the “company” and said they had cut off all contact with her. The victim said she would be heading straight to her bank after reporting this incident.

November 15th – Larceny and RDO (Resist, Delay, Obstruct): *Sgt. Oakley* was dispatched to Fairlane Dr for a domestic disturbance. Upon arrival, a female subject advised that the male subject had her car keys and she needed to go to work. The male subject advised he had the keys, but he couldn't drive because he had been drinking. After a few moments of non sequitur argument, I advised the male subject that I would arrest him if he did not give the keys to the female subject. He then threw the keys into the neighbor's yard. I placed him under arrest for Larceny of the keys since he carried them away in an effort to deprive the owner (female subject) of their use, and RDO for throwing the keys into an unknown area of the neighbor's yard requiring me and the female subject to look for them.

November 17th – Fraud: *Officer Welborn* met a male subject at the Police Department who needed to report a fraud that happened at State Employees Credit Union at 670 W. Ridgeway Street. The victim stated that he checked his bank account on 11-16-2023 and noticed someone had written a check for \$60.00 dated the same day. The victim could not tell Officer Welborn who the check was made out to, only that it had been signed with several numbers. The victim stated that no one had access to his account, and he did not know who would do this. The victim had already been to the credit union and closed the account.

November 24th- Shots Fired: *Officer Welborn*, while on patrol on Ridgeway Street, heard multiple shots being fired on Main Street from the area of Timeout bar. While en route to Main Street, Sgt. Hewlin called in a shots fired call over the radio at Timeout Bar. Officer Welborn arrived within a minute, and multiple persons and vehicles were leaving the area. He stopped his patrol vehicle in the roadway where several subjects were standing. As he tried to make sure no one was shot or injured, people were still exiting the area. As he approached Pete Smith's parking lot, he noticed multiple spent .556 cal shell casings lying on the ground. He did not locate any victims who were shot or injured. He then retrieved evidence collection bags from his patrol car and collected 15 spent .556 Cal shell casings. He then spoke with employees from Timeout Bar, who stated some people from The Deck (Club in Norlina) had shown up at Time Out because the Deck closed early. They also stated that they did not let the people from The Deck into the sports bar, and they believed that was why someone in that group shot off rounds. He then checked the surrounding businesses for possible property damage and placed shell casings into evidence.

November 27th – Speeding, DWLR, RDO, and CANCL/REVOK/SUSP CERTIF/TAG: *Sgt. Oakley* was running RADAR on W Franklin St near Hawkins Campus Dr. when a 2007 Honda CR-V passed by traveling West. He estimated the vehicle's speed to be 40 MPH. He activated his RADAR unit, and the speed registered 42 MPH, increasing rapidly. As the vehicle passed Park Dr, he locked it in at 51 MPH. He then moved to initiate a traffic stop by accelerating to get behind the Honda, when it was passing Holland-Bland Rd he activated his Blue Lights. The vehicle then pulled into the PVA of the DOT yard. As it entered, it slowed and then pulled up to the fuel pumps and stopped. This maneuver was almost a complete 180-degree turn from the roadway and seemed odd.

Sgt. Oakley called into communications that he was stopping the car, and as he was about to get out of his patrol vehicle, the suspect vehicle began pulling forward again and he suspected they might be attempting to flee. However, the vehicle turned toward the fence and stopped in front of the air pump. Sgt. Oakley then positioned his vehicle as to prevent them from moving further and as he began to step out, the driver's door of the Honda flew open, and as a precaution Sgt. Oakley drew his service weapon, placed it in a low-ready position, and ordered the driver to remain in the vehicle. The Driver complied, so he holstered his weapon and approached the door. It was then that the driver, later identified as Mr. Smith, began to yell at Sgt. Oakley saying that he was doing things wrong. He was clearly confused and asked Sgt to "chill." Sgt. Oakley attempted to explain that it was unsafe to allow him to exit the vehicle, but Mr. Smith wanted to argue, even stating that he knew who Sgt. Oakley was based on rumors and said that Sgt. Oakley's "client" profiled him at Dollar General stating "I know about y'all." From that point forward Smith did nothing but attempt to talk over and argue with Sgt. Oakley about pulling his firearm out. He stated that Sgt. Oakley was about to shoot him, even though Sgt. never pointed his weapon at him and holstered it when he complied by getting back into the vehicle. He became increasingly agitated, so as a precaution and to allow him to calm himself, Sgt. detained him and placed him in the back of his patrol car.

As he was placing Smith in the patrol car, the female passenger got out of the driver's side of the vehicle. Since he already had one subject being verbally aggressive and being the only officer on the stop, he ordered her to remain in the car. She flatly refused, saying, "No." When he advised her she would be detained, too, she stated, "No, I'm not doing that! Don't touch me!" She then dove back into the vehicle and began pulling away from Sgt. Oakley, and not knowing if she had a weapon in the car she might try to get to, he attempted to remove her from the vehicle and detain her. He then called for additional units and proceeded several times to remove her from the car. During the struggle, his radio was turned off. He attempted a wrist lock to gain pain compliance, but that failed. He tried to remove her by locking one of her legs under his arm and pulling, but that failed. He was able to place 1 cuff on her left hand and attempted to gain pain compliance by twisting that cuff and pulling her out of the vehicle, but that failed as well. During all this, she had both of her feet on the car door frame, which was why his attempts failed. Sgt. Oakley, running out of options to get her secured, decided that a Taser deployment would be less likely to cause injury to himself or the female. He then drew his Taser 7 and placed it against her abdomen. He advised her she would be tased if she did not get out of the car. She again refused and he fired the taser into her abdomen. He intended to apply a drive stun, but under the adrenaline he was experiencing, his hand reverted to muscle memory and pulled the trigger, firing the probes into the female. The taser was effective in gaining compliance, and he was then able to remove her from the car and sat her on the ground. He was able to then put her into both cuffs.

Moments later, several units with the Norlina PD and WCSO arrived to assist. Sgt. Oakley asked Deputy Hawkins to place the female into her car since she is also a female and she could transport without special circumstances. He then double-locked the cuffs on the female, and she was escorted to Dep. Hawkins vehicle. He then gave the assisting deputies a short version of the above events

I then transported the driver and met Dep. Hawkins and the female at the Magistrate's office. I presented my case to Magistrate Simmons, whom the female was very disrespectful to, and she was given a \$1000 Bond for RDO, and the male was given a \$2000 Bond for Speeding, DWLR, Revoked tags, and RDO.

Merry Christmas from all of us!
May each of you experience
Hope, Joy, Peace and Love
during this wonderful season.

Activity Log Event Summary (Cumulative Totals)

Warrenton Police Department

(11/01/2023 - 11/30/2023)

911 Hang-up	3	Abandoned Vehicle	1
Accident	3	Alarm Activation	12
Animal Complaint	2	Assist Fire Dept	3
Assist Motorist	2	Assist NPD	1
Assist WC EMS	14	Assist WCSO	25
C.O.P.S	1	Careless and Reckless Driving	3
Check Station/ Checkpoint	7	Complaint	4
Court	1	Disabled Vehicle	2
Disturbance	2	Domestic	2
Escort	2	Follow up Investigation	2
Foot Patrol	3	Found Property/Item	2
Fraud	3	Funeral Escort	1
Investigation and/or Interview	2	Lost property	1
Medical / Person Hurt or Sick	1	Missing Person – Attempt to Locate	1
Non Law Enforcement Issue	1	Other	1
Parking Violation	5	Patrol	32
Property Check – Business	48	Property Check – Residential	3
Shots fired	1	Suspected Drunk Driver	1
Suspicious Person / Vehicle	12	Talk with Officer	6
Traffic Control	1	Traffic Light / Street Safety Issue	3
Traffic Stop	55	Trespassing	3
Welfare Check	3		

Total Number Of Events: 281

Traffic Stop Summary

Warrenton Police Department

(11/01/2023 - 11/30/2023)

Total Number of Traffic Stops	55	Driver Arrested?		Basis for Search	
		Yes	1	Erratic/Suspicious Behavior	0
		No	54	Informant's Tip	0
Initial Purpose of Traffic Stop		Passenger(s) Arrested?		Observation of Suspected Contraband	0
Checkpoint	6	Yes	1	Other Official Information	0
Driving While Impaired	0	No	54	Suspicious Movement	0
Investigation	2			Witness Observation	0
Other Motor Vehicle Violation	1	Officer(s) Encountered Physical Resistance From Driver/Passenger(s)?		Vehicle Searched?	
Safe Movement Violation	2	Yes	1	Yes	0
Seat Belt Violation	0	No	54	No	0
Speed Limit Violation	29	Officer(s) Engaged in Use of Force Against Driver/Passenger(s)?		Driver Searched?	
Stop Light/Sign Violation	4	Yes	1	Yes	0
Vehicle Equipment Violation	6	No	54	No	0
Vehicle Regulatory Violation	4	Officer(s) Injured as a Result of the Stop?		Passenger Searched?	
Driver's Age		Yes	0	Yes	0
Under 18	3	No	55	No	0
18 to 29	14	Driver Injured as a Result of the Stop?		Personal Effects of the Driver/Passenger(s) Searched?	
30 to 39	7	Yes	0	Yes	0
40 and Older	31	No	55	No	0
Driver's Race		Passenger(s) Injured as a Result of the Stop?		Contraband Found as Result of Search?	
White	13	Yes	0	Yes	0
Black	38	No	55	No	0
Native American	3	Vehicle/Driver/Passenger(s) Search Initiated Subsequent to the Traffic Stop?		Contraband Found	
Asian	1	Yes	0	Drugs	0
Other	0	No	55	Alcohol	0
Driver's Sex		Type of Search		Money	0
Male	32	Consent	0	Weapons	0
Female	23	Search Warrant	0	Other	0
Driver's Ethnicity		Probable Cause	0	Property Seized as Result of Search?	
Non-Hispanic	15	Search Incident to Arrest	0	Yes	0
Hispanic	2	Protective Frisk	0	No	0
Enforcement Action Taken as a Result of the Traffic Stop				Property Seized	
Citation Issued	24			Motor Vehicle	0
No Action Taken	1			Personal Property	0
On-View Arrest	1			Other Property	0
Verbal Warning	29				
Written Warning	0				

Traffic Stop Summary

Warrenton Police Department

(11/01/2023 - 11/30/2023)

Searched Passenger's Age

Under 18

18 to 29

30 to 39

40 and Older

Searched Passenger's Race

White

Black

Native American

Asian

Other

Searched Passenger's Sex

Male

Female

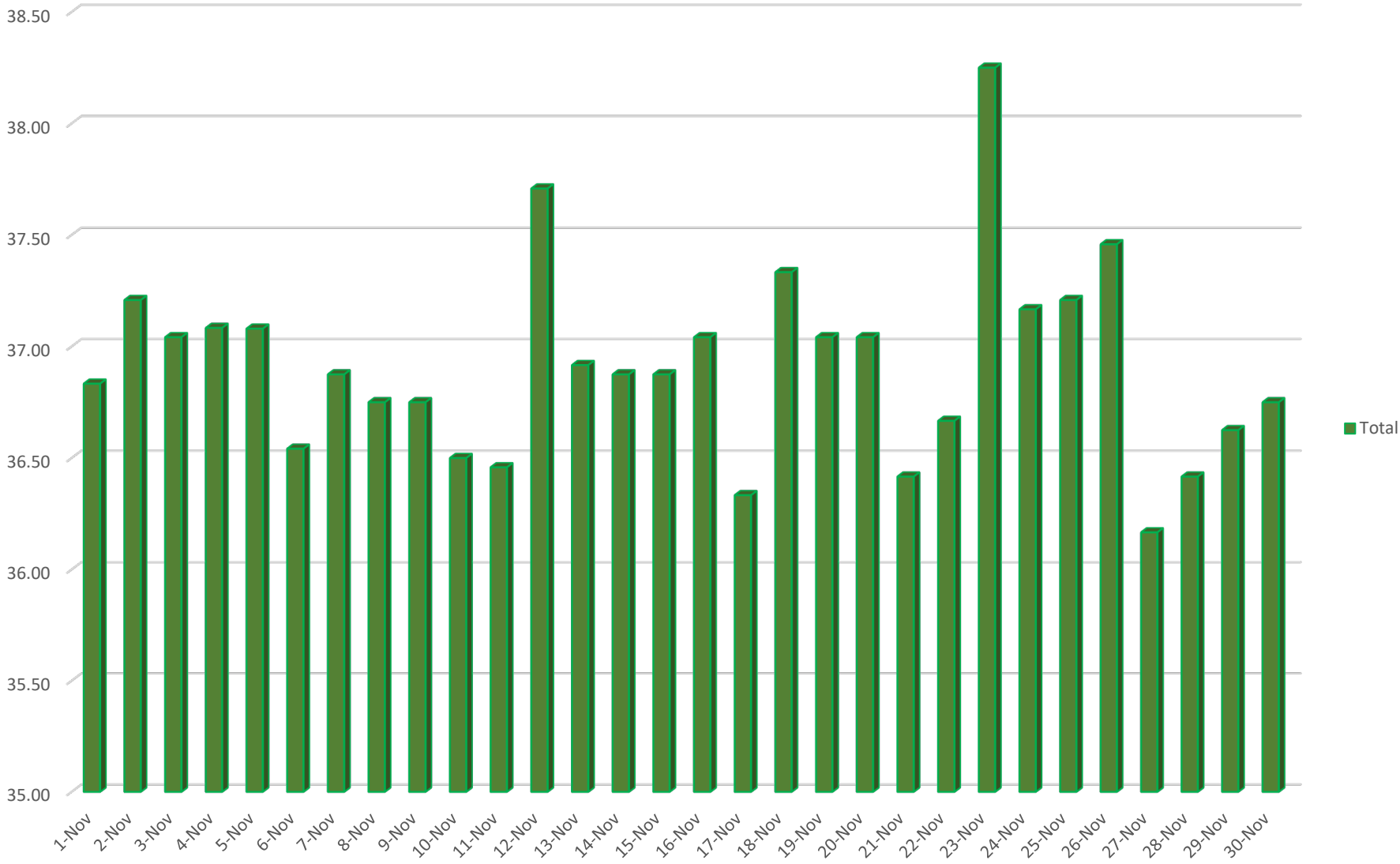
Searched Passengers's Ethnicity

Non-Hispanic

Hispanic

Average of Average speed

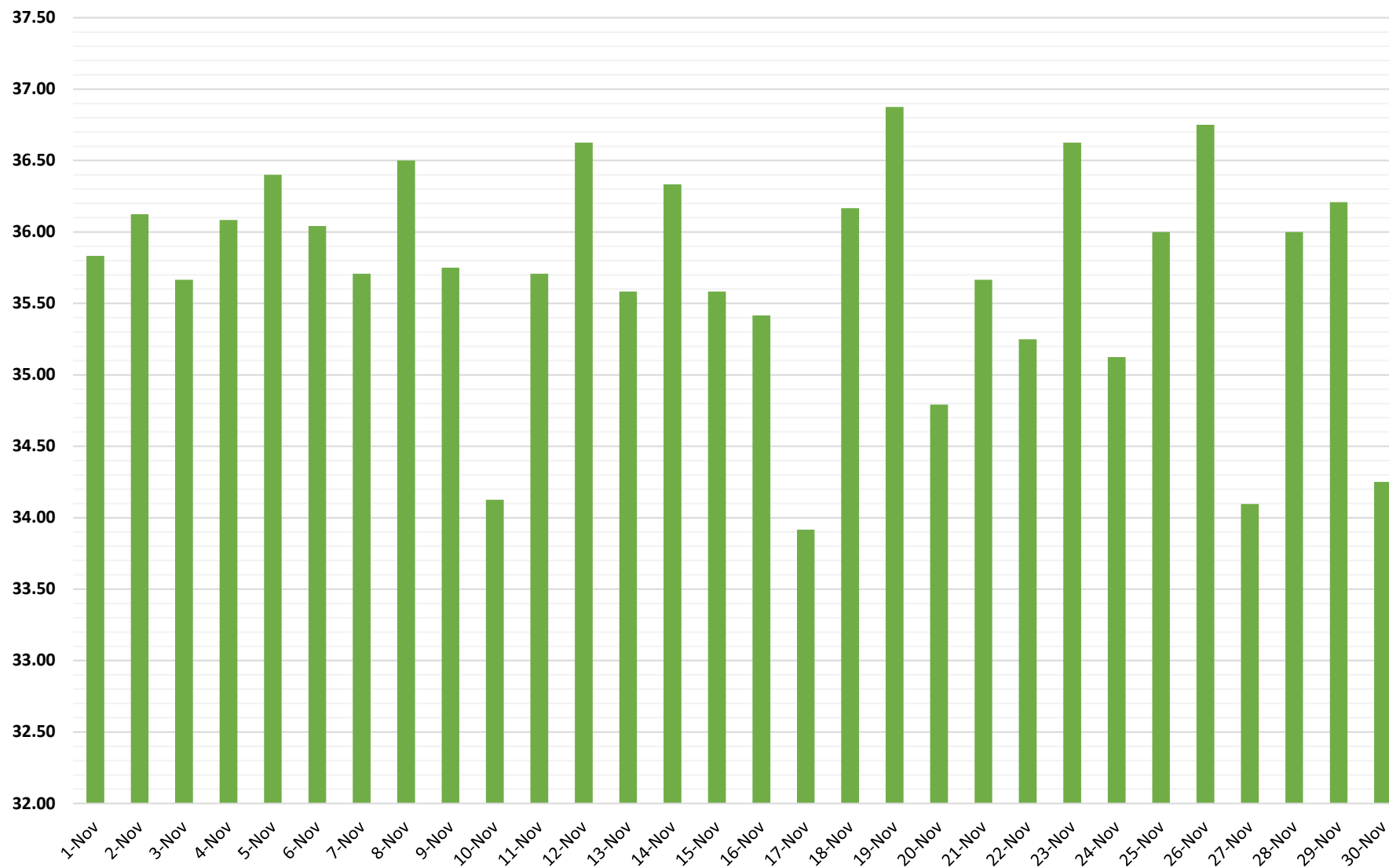
E. Macon/Average Speed/Nov. 2023



Days (Log time) Log time

Average of Average speed

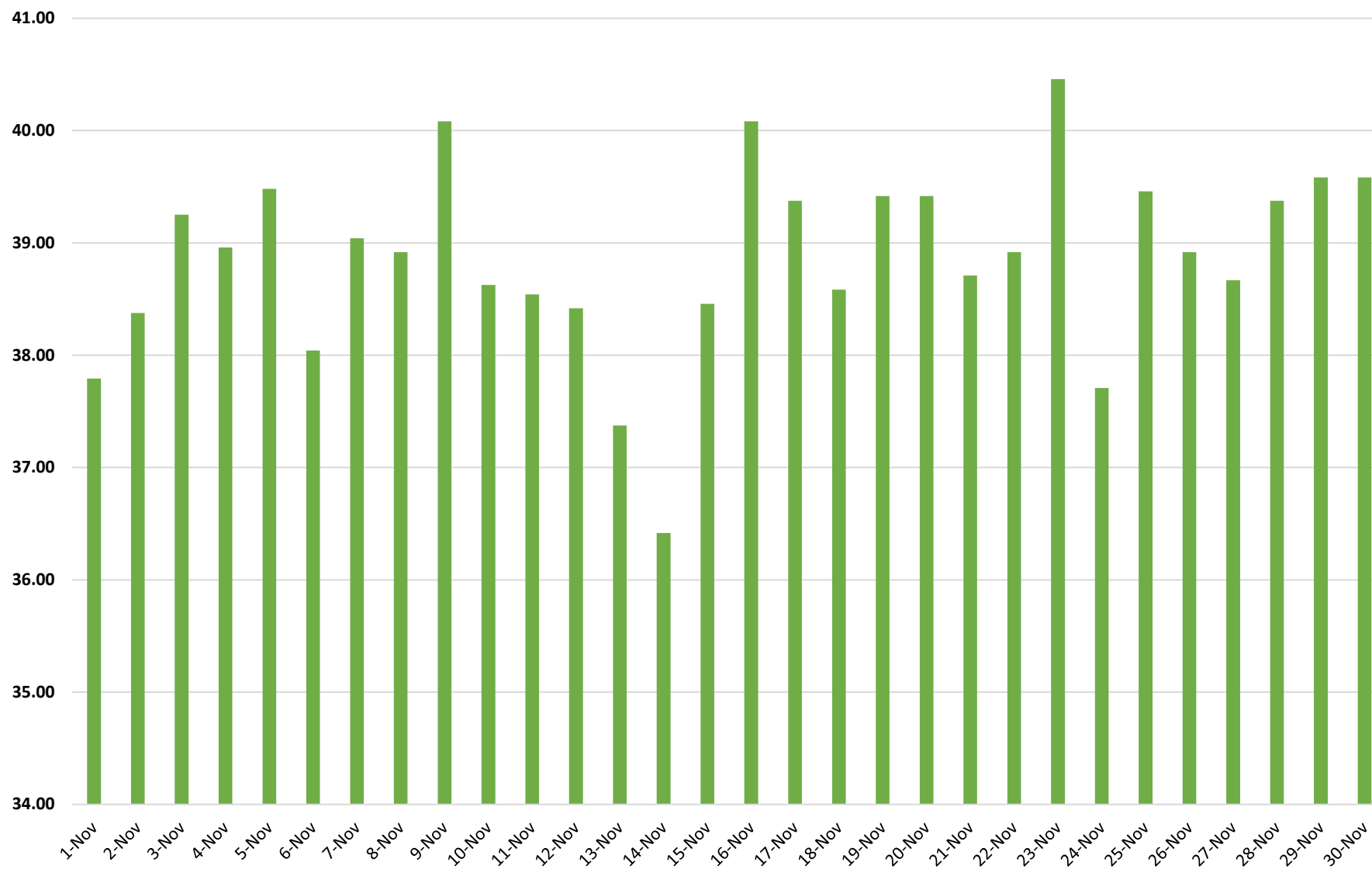
N. Main/Average Speed/November 2023



Days (Log time)

Average of Average speed

S. Main/Average Speed/November 2023



Days (Log time)

Log time



Criminal Information and Identification Section
Compliance Unit
3320 Garner Road
Raleigh, NC 27610
(919) 582 - 8640



Date: 12/5/2023

2023-2024 CYCLE

AGENCY AUDIT REPORT

AUDIT FILE NUMBER: 2023-0335

AGENCY: Warrenton Police Department

ORI: NC0930200

SBI DISTRICT: 4

COUNTY: Warren

PHYSICAL ADDRESS: 133 S. Bragg Street
Warrenton, 27589

MAILING ADDRESS: PO Box 281
Warrenton, 27589

AGENCY HEAD: Chief Goble Lane

AGENCY TAC/POC: Administrative Assistant Barbara Koehn

Auditor:

Lindsey Collins

lcollins@ncsbi.gov

Audit Notes and/or Recommendations:

Compliant

AUDIT FINDINGS

Requirement

Authority

Timely Submission of Audit

Compliant

A. CCH/NICS

Compliant	Purpose Codes	NCAC - 18B.0402
Compliant	Dissemination of CCH/NICS	NCAC - 18B.0401
Compliant	CCH/NICS Logs	NCAC - 18B.0401
Not Applicable	Gun Permits	NCGS 14 - 404

B. DMV

Compliant	Dissemination of DMV Information	NCAC - 18B.0701
Compliant	Use of DMV Info/Driver's History Log	NCAC - 18B.0701
Not Applicable	Defense Attorney Requests	NCAC - 18B.0409

C. Security

Compliant	Technical Security	NCAC - 18B.0801
Compliant	Certification of Users	NCAC - 18A.0402
Compliant	Use of DCIN User ID	NCAC - 18A.0402
Compliant	Removal of Inactive Users	NCAC - 18A.0402
Compliant	Security Awareness Training	NCAC - 18B.0104
Compliant	Screening of IT Personnel & DCIN Users	NCAC - 18A.040

D. Agreements

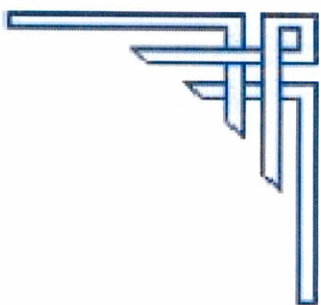
Compliant	DCIN User Agreement	NCAC - 18A.0301
Compliant	Servicing Agreements	NCAC - 18A.0302
Not Applicable	Management Control	NCAC - 18A.0303
Compliant	Private Contractor Agreement/Addendum	NCAC - 18A.0303

E. NCIC Record Policies

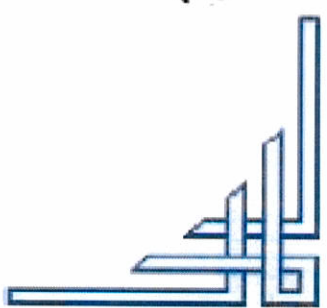
Compliant	Second Party Checks	NCAC - 18B.0201
Compliant	Hit Confirmations	NCAC - 18B.0204

F. Files

Not Applicable	Completeness & Accuracy of Hot Files	NCAC - 18B.0201
Not Applicable	Timeliness of Entry	NCAC - 18B.0202



Certificate Of Completion



This Certifies That

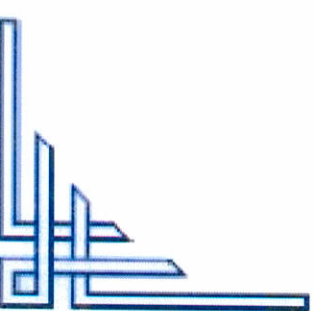
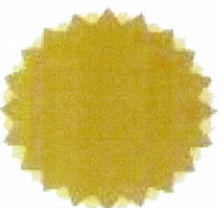
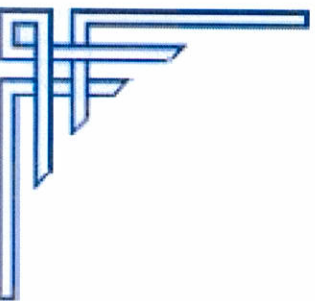
BARBARA KOEHN

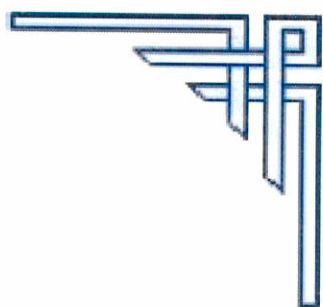
*has successfully passed the following test and should be afforded the
rights and responsibilities pertaining thereto*
Module 3 - File

Transactions

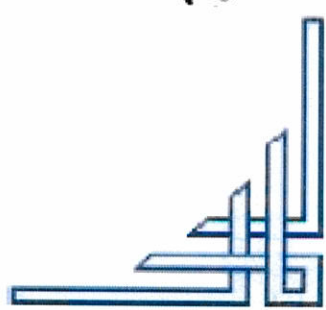
November 16, 2023

On This Day Of





Certificate Of Completion



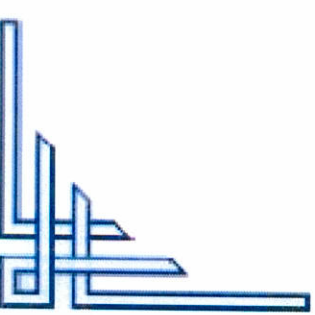
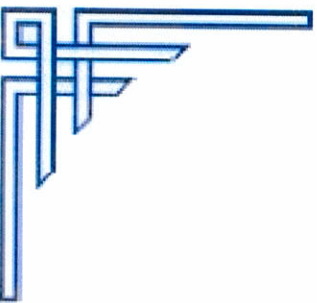
This Certifies That
BARBARA KOEHN

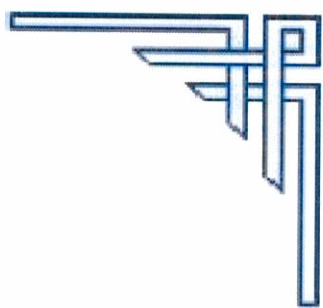
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rights and responsibilities pertaining thereto*
Module 1 - General

Inquiries

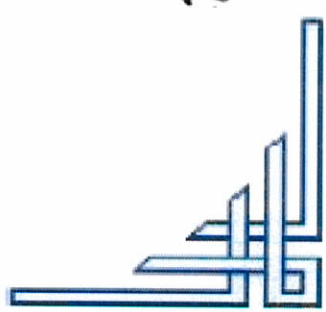
November 16, 2023

On This Day Of





Certificate Of Completion



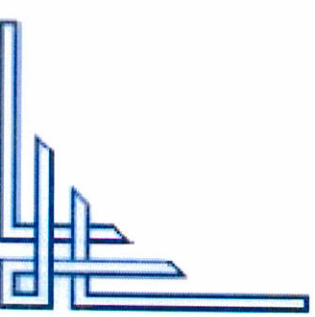
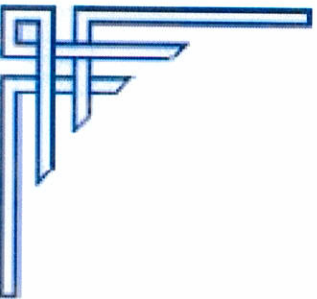
This Certifies That
BARBARA KOEHN

*has successfully passed the following test and should be afforded the
rights and responsibilities pertaining thereto*
Module 2 - Criminal Record

Inquiries

November 16, 2023

On This Day Of



**Criminal Justice Information Services
Security and Privacy Training**



This is to certify that
BARBARA KOEHN
has successfully completed the
Security and Privacy: Privileged Role

11/20/2023

Certification Date



11/20/2024

Expiration Date

Memo

To: Town Commissioners
From: Bill Perkinson
CC: Mayor, Town Administrator
Date: December 6, 2023
Re: November 2023 Monthly Activity Report for Public Works

Water and Sewer

- **Water and Sewer System Needs – Unfunded:** (1) 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). (2) Purchase water main valve exercising equipment.
- **Completed Water and Sewer System Maintenance/Repair Related Information:** (1) Emergency Repair – Riggans Sewer Lift Station. Troubleshooted electrical issue and replaced float switches. Contractor: Breedlove Electric. (Labor - \$357.50, Parts - \$379.39).

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) - \$736.89

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: December 6, 2023
Re: November 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:** **(1)** Repair – Rotor 2D. Replaced transmission/gear box. Contractor: Liles Pump Repair. (Labor - \$2,250.00, Parts purchased directly from Applied Industrial Technologies - \$10,362.15). **(2)** Emergency Repair Parts – Influent Pump No. 1. Double mechanical seal kit purchased for upcoming repair. Parts Vendor: Pumps, Parts, and Service. (Parts - \$8,234.35). **(3)** Emergency Repair – Sludge Recirculation Pump No. 1. Removed pump, overhauled in shop, and reinstalled. Contractor: Liles Pump Repair. (Labor - \$8,500.00, Parts purchased by Town directly from Clearwater, Inc. - \$5,600.00). **(4)** Preventative Maintenance – Grit Classifier. Removed/cleaned grit from collection chamber. Contractor: Foster Septic Tank Cleaning. (Labor - \$700.00).

Total cost for Repairs (Account No. 39-861-342) - \$35,646.50

- **Plant Discharge Quality:** Our discharge quality remained good throughout the entire month. 8.82 million gallons were treated.



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 November 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. Send parade resolution to NCDOT
 - ✓ Done
3. Work with Commissioner Coffman on parade application. Send to Joey Andrews for comment.
 - ✓ Sent draft application to Joey. No response.
4. Develop exact language for Noise Ordinance change.
 - ✓ Done. Language reviewed by Mayor and Commissioner Young.
5. Schedule Public Hearing ads for zoning ordinance proposed change.
 - ✓ Done
6. Execute agreements/project ordinance for: MESCO, Golden Leaf, Town's Grant Proj Ord.
 - ✓ Done
7. Update full ordinances with new Cross Connect ordinance.
 - ✓ Done

Warrenton Budget Amendments

Date:12/11/2023

Number:#9

Purpose of Amendment: The purpose of this BA is to transfer Powell Bill funds to the Golden Leaf Brehon St. Stormwater Improvements Grant. The PB funds will be used for Legal and Easement expenses not covered by Golden Leaf.

Fund Name:

Revenue

Account Title/Number:	Increase Amount	Decrease Amount

Subtotal- -

Total- -

Grand Total- -

Expenditure

Account Title/Number:	Increase Amount	Decrease Amount
Maint & Repair PB/37-710-361		13,000
Trans Out to Grant/37-901-077	13,000	

13,00013,000

-

Warrenton Budget Amendments

Date:12/11/2023

Number:#10

Purpose of Amendment:

The purpose of this BA is to receive funds from the sale of police vehicles.

Fund Name:

General Fund

Revenue

Account Title/Number:	Increase Amount	Decrease Amount
Surplus Prop/37-365-366	4,808	

Subtotal4,808-

Total4,808

Grand Total-

Expenditure

Account Title/Number:	Increase Amount	Decrease Amount
Misc Exp/37-501-499	4,808	

4,808-

4,808



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

P.O. Box 281
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STATUS OF GRANTS

NC DEQ Water Infrastructure WWTP -- \$750,000 awarded. Received award letter.

- To replace 44-year-old rotors and clean out oxidation ditch #1, which are currently the most critical issues at the WWTP.

(Fund 67) NC Neighborhood Revitalization Program

- CDBG funds to assist in repairing houses owned by citizens of low or moderate incomes.
- NC Commerce has granted an additional \$200,000 in funding due to inflation.
- Third house awaiting certificate of occupancy.

(Fund 68) Building Reuse Grant

- Town awarded \$50,000 from NC Commerce for Warrenton Veterinary Clinic.
- NC Commerce sent paperwork for claw back of approximately \$20,000. Paperwork submitted to NC Commerce. Two repayments due six months apart.

(Fund 71) Brownfield Grant

- This \$300,000 grant to analyze environmental issues on properties in Warrenton.
- EPA approved funding for a Landmark status application to the National Parks Service for All Saints Episcopal Church.
- Asbestos analysis is underway at All Saints. Two additional properties, along W. Franklin Street, will undergo Phase 1s.

Golden Leaf Storm Water Grant

- Town awarded \$196,447.50 for stormwater repairs to Brehon Street.
- Awaiting a survey of affected area to be followed by easements prepared by town attorney.

Southeast Crescent Regional Commission

- The Town has been invited to submit a full application for the *State Economic and Infrastructure Development* (SEID) Grant Program. This grant is designed to “Foster Entrepreneurial and Business Development Activities”. Application budget will be \$120,000 of which \$20,000 is in-kind match provided by Research Triangle Foundation, Kerr-Tar COG, Lake Gaston Chamber of Commerce and Town of Warrenton. There will be no financial cost to the Town.

In Progress Grant Applications:

- Town-Wide Water System Improvements: \$1,564,600
- Sanitary Sewer Rehabilitation: \$1,576,040
- WWTP Improvements: \$1,755,000
- Stormwater Planning Grant: \$400,000



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CHAPTER 94: NUISANCES - NOISES

§94.01 DEFINITIONS

All words used in this chapter not defined below shall be in conformance with the applicable publications of the American National Standards Institute (ANSI) or its successor body. For the purpose of this chapter, the following words and phrases are defined and shall be construed as defined below unless it shall be apparent from the context that a different meaning is intended:

SOUND. An oscillation in pressure, particle displacement, particle velocity or other physical parameter, in a medium with internal forces that causes compression, and rarefaction of that medium. The description of sound may include any characteristic of such sound, including duration, intensity and frequency.

TOWN. All areas within the corporate limits of the Town of Warrenton, North Carolina along with the statutorily proscribed extra-territorial jurisdiction.

NOISE. Any loud, raucous, disturbing Sound which is made unlawful by the subsequent sections of this chapter.

§94.02 NOISES PROHIBITED, GENERALLY

It shall be unlawful for any person to create or assist in creating any unreasonably loud, raucous, and disturbing Noise in the Town limits.

§94.03 PARTICULAR SOUNDS IMPACTING LIFE IN TOWN

(A) It shall be unlawful to carry on the following activities in any area of the Town:

- (1) Operate or permit the operation of construction machinery between the hours of 10:00 p.m. and 6:00 a.m. on **Monday through Friday**; between the hours of **10:00 p.m. Friday and 7:00 a.m. Saturday**; between the hours of **10:00 p.m. Saturday and 8:00 a.m. Sunday**.
- (2) Operate or permit the operation of commercial machinery between the hours of 10:00 p.m. and 6:00 a.m. on **Monday through Friday**; between the hours of **10:00 p.m. Friday and 7:00 a.m. Saturday**; between the hours of **10:00 p.m. Saturday and 8:00 a.m. Sunday**.

- (3) Operate or permit the operation of lawn mowers and other domestic power tools out-of-doors between 10:00 p.m. and 6:00 a.m. on **Monday through Friday**; between the hours of **10:00 p.m. Friday and 7:00 a.m. Saturday**; between the hours of **10:00 p.m Saturday and 8:00 a.m. Sunday**.
- (4) Create or permit the creation of any mechanical sound which is deemed to be offensive to a complainant at the complainant's nearest property line.

(B) This section shall not apply to operations which are carried on in such a manner or in such a location as not to create sounds that negatively impact the quality of life in Town and shall not apply to emergency operations designed to protect the public health and safety.

§94.04 AMPLIFIED SOUND

(A) It shall be unlawful and shall constitute noise to:

- (1) Operate or allow the operation of any sound amplification equipment deemed to be offensive to a complainant at the complainant's nearest property line between 10:00 p.m. and 6:00 a.m. on **Monday through Friday**; between the hours of **10:00 p.m. Friday and 7:00 a.m. Saturday**; between the hours of **10:00 p.m Saturday and 8:00 a.m. Sunday**, as measured at the boundary line of the nearest occupied residential property, except in accordance with a permit obtained from the Chief of Police properly issue in accordance with section 5 of this ordinance.
- (2) As to all multifamily structures including apartments, condominiums, or other residential property it shall be unlawful to operate or allow the operation of any sound amplification equipment so as to create sounds deemed to be offensive to a complainant between 10:00 p.m. and 6:00 a.m. on **Monday through Friday**; between the hours of **10:00 p.m. Friday and 7:00 a.m. Saturday**; between the hours of **10:00 p.m Saturday and 8:00 a.m. Sunday**, as measured from any point within the interior of the complainant's residential unit in the same complex or within the boundary line of the nearest occupied residential property, except in accordance with a permit obtained from the Chief of Police.
- (3) As to places of public entertainment having a capacity of fifty (50) or more persons to operate or allow the operation of any sound amplification equipment so as to create sounds deemed to be offensive to a complainant between 10:00 p.m. and 6:00 a.m. on **Monday through Friday**; between the hours of **10:00 p.m. Friday and 7:00 a.m. Saturday**; between the hours of **10:00 p.m Saturday and 8:00 a.m. Sunday**, as measured anywhere within the boundary line of the nearest occupied residential property, except in accordance with a permit obtained from the Chief of Police.
- (4) Operate or allow the operation of any sound amplification equipment for advertising purposes or otherwise to attract customers so as to cast sounds which are unreasonably loud and disturbing to a complainant at or on the boundary of the nearest public right-of-way or public space.
- (5) Operate or allow the operation for personal use of any sound amplification equipment on the public right-of-way, including streets or sidewalks, or in the public parks so as to produce Sound disturbing to a complainant at any time.

(B) The foregoing limitations on the operation of sound amplification equipment shall not apply to the operation of horns, sirens, or other emergency warning devices actually being used in emergency circumstances.

§94.05 PERMITS FOR ADDITIONAL AMPLIFICATION

(A) Any person desiring to operate amplified sound equipment between 10:00 p.m. and 6:00 a.m. on **Monday through Friday**; between the hours of **10:00 p.m. Friday and 7:00 a.m. Saturday**; between the hours of **10:00 p.m. Saturday and 8:00 a.m. Sunday** shall be required to make application for a permit for additional amplification to the Chief of Police at least fifteen (15) working days in advance of the planned use. The application shall designate an individual person or persons who shall be in control of the sound amplification equipment and assure that its use complies with the terms of the permit.

(B) No permits shall be issued which shall have the effect of allowing more than twenty (20) hours of excess amplification per year at any place of public entertainment having a capacity of fifty (50) or more persons or ten (10) hours of excess amplification at any other location. Permits shall be tentatively approved and subsequently granted by the Chief of Police in the order of receipt unless permits for twenty (20) or more hours have previously been issued for the same or other locations within a one-thousand-foot radius of the facility in the same calendar year, in which event the applicant shall elect whether to limit his request so as to keep the year's accumulated hours of excess amplification in that location below twenty (20) hours or select another location.

(C) If an applicant has been denied a permit under this Section and believes the denial is illegal by virtue of applicable state or federal law or is not in conformance with this Ordinance, he shall promptly submit a copy of the denied permit application together with a short statement of the reasons he believes he is entitled to a permit to the Town Administrator. The Town Administrator shall have the discretion to grant an exceptional permit waiving location, time, and/or sound requirements, upon his determination that the applicant has made a substantial showing of legal entitlement. Any such exceptional permit shall be promptly reported to the Board of Commissioners.

§94.06 ANIMALS. (AS SET FORTH IN SECTION 90.04)

A violation of Section 90.04 shall also constitute a violation of this section and shall be subject to the penalties as set out below in subsection 94.09 – Enforcement and Penalties.

§94.07 MOTOR VEHICLES

It shall be unlawful to operate or allow the operation of any motor vehicle in the city:

(A) By engaging in jackrabbit starts, spinning tires, racing engines, or other operations which create unreasonably loud and disturbing Noises.

(B) Off the boundaries of a public street for racing or other operations which create unreasonably loud and disturbing Noises.

(C) So out of repair, so loaded, or operated in such manner as to create loud or unnecessary grating, grinding, rattling, screeching of tires, or other noise, and the use of any motor vehicle so out of repair because of inadequate or defective mufflers or other equipment so as to create loud or unnecessary noise so as to create unreasonably loud and disturbing noises.

(D) By the sounding of any horn, whistle, or signal device on any automobile, motorcycle, bus, or other vehicle or railroad train, except as a danger signal or as required by law, so as to create any unreasonable, loud, or harsh sound or the sounding of such device for an unnecessary and unreasonable period of time.

(E) By the playing of any car radio, stereo or other sound reproduction system, or sound producing or sound-amplifying device in such manner or with such volume which will create unreasonably loud and disturbing noises.

§94.08 OWNER'S RESPONSIBILITY

The owner of every premises shall be responsible and liable for the actions of his tenants of which the owner has knowledge when such actions violate this article. A letter from the chief of police or town administrator enumerating tenant violation or a copy of a prior citation issued to the tenant shall be provided to the landlord to give actual notice of the existence of a violation hereunder. Thereafter, such violation by his tenants shall result in owner responsibility under this article. However, violations by his tenants shall subject the owner only to civil penalties and/or civil action set forth in section 8A of this article, and N.C.N.C.G.S. §§153A 123(a), (c), (d), (e), (f) and (g), and the owner shall not incur criminal penalties for violations of the ordinance by the actions or inactions of any tenant. This owner's responsibility provision shall in no way relieve any tenant from liability for any violations of this article.

§94.09 ENFORCEMENT AND PENALTIES

(A) Where there is a reported violation of any provision of this Ordinance, which such violation is observed by a Town police officer, or in the event that a Town police officer observes a violation in the absence of a report, the Town police officer may issue a citation subjecting the violator to civil and criminal penalties as set forth below,

- (1) Any violation of this chapter shall subject the offender to a civil penalty in the amount of \$50.
- (2) Each day's continuing violation shall be a separate and distinct offense which shall subject the offender to an additional civil penalty in the amount of \$50 per day of the continuing violation.
- (3) Notwithstanding subsections (1) and (2) above, provisions of this chapter may be enforced through equitable remedies issued by a court of competent jurisdiction.
- (4) In addition to or in lieu of remedies authorized in subsections (1) through (3) above, violations of this chapter may be prosecuted as a misdemeanor with a fine of \$50.00 plus court costs in accordance with N.C.G.S. §160A-175.

(B) Any violation of the provisions of a permit shall subject the offender to immediate revocation of the permit and to a civil penalty in the amount of \$200. Upon revocation of a permit, sound levels shall be reduced to those otherwise permitted in this Ordinance.

§94.10 SEVERABILITY

The provisions of this chapter are considered severable and in the event that any provisions herein or part thereof shall be deemed unconstitutional, invalid or unenforceable, the other provisions hereof shall remain in full force and effect.

Ord. ADOPTED JULY 9, 2007.



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

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Southeast Crescent Regional Commission (SCRC) State Economic and Infrastructure Development Program (SEID grant)

Action Item

Board approval of the full grant application, due December 15, with local matches being in-kind matches.

Organization Summary

SCRC is a federal-state partnership authorized to promote and encourage economic development in areas of Alabama, Georgia, Mississippi, North Carolina, South Carolina, Virginia, and all of Florida. SCRC invests in projects that support basic infrastructure, business development, natural resources, and workforce/labor development. Modeled after the Appalachian Regional Commission, SCRC's mission is to help create jobs, build communities, and improve the lives of those who reside in the 428 counties of the seven-state region.

SCRC Investment Goals and Objectives

Goal 1 – Invest in Critical Infrastructure

Goal 2 – Improve Health and Support Services Access and Outcomes

Goal 3 – Strengthen Workforce Capacity

Goal 4 – Foster Entrepreneurial and Business Development Activities

Goal 5 – Expand Affordable Housing Stock and Access

Goal 6 – Promote Environmental Conservation, Preservation and Access

Warrenton's Application and Goals

- Use only in-kind matches from a variety of partners including: Research Triangle Foundation, Lake Gaston Chamber of Commerce, Kerr-Tar Council of Governments.
- Retain RIoT, based in Raleigh, to run an Entrepreneurial Foundations program in Warrenton. The curriculum is all about being laser-focused on a few first principles of running a profitable business, "solving a problem", and diving into fundamental truths of entrepreneurship. The curriculum will address the ingredients necessary to launch or expand a successful business. RIoT's long history and experience with the RIoT Accelerator Program (RAP) has supported over 80 startups since 2018, generating \$100 million in revenue and creating 250+ job opportunities.

- In addition to RIoT's six-week Foundations program in Warrenton there will be events hosted at Research Triangle Park such as a Pitch Contest, a social networking day, guided tours, and an integration with RTP's existing diversity and DEI initiative.
- The Lake Gaston Chamber will be actively involved in recruiting for the Warrenton cohort while identifying entrepreneurs at the Lake who can provide input on the unique startup issues in our area, such as seasonality.

Budget

The budget will be \$120,000 of which \$20,000 must be a local matching contribution. Warrenton's application will include in-kind matches only from Warrenton staff and facilities, RTP staff and facilities, Lake Gaston Chamber staff and facilities. There will be no financial commitment required from the Town.

The program will begin in 2024 and last for approximately 6 months, with 24 months allowed for completion.

Enthusiasm

As the Town Administrator, I am very excited about this grant opportunity. Its curriculum is the very next logical step in the process of establishing an entrepreneurial ecosystem in Warrenton and Warren County. The Town has demonstrated success with Frontier Warren, particularly in the rented office spaces and having launched multiple local companies and side businesses as a result of cohorts of Ice House classes (entrepreneurial mindset classes), speaker events and networking events.

In addition, Diane Cox, Executive Director of the Kerr-Tar COG, stated that SCRC is most excited about Warrenton's initial proposal and that only two entities in the Kerr-Tar region were asked to submit full applications out of dozens of applications.

RIoT Foundations - Curriculum Overview

Workshop 1 - Fundamental Business Truths & Best Practices

Running a profitable business is all about being-laser focused on a few first principles. Most importantly: Your business *must solve a problem*. We'll dive into this "fundamental truth" and more. What are all the ingredients you need to operate a successful business? And what are the habits you must build as a business owner to establish and grow your business?

What to Expect in Your 1:1 Meeting

- Get to know you and your business idea
- What are some near-term goals? What is the most important next step to focus on?
- What's your biggest challenge to moving forward today?

Homework

Read:

- [An Introduction to the Lean Canvas](#)
- [Why the Lean Canvas](#)
- [What is the Right Fill Order for a Lean Canvas](#)
- Lean Canvas example [Beautometry] (pdf form shared in separate attachment)

Workshop 2 - Intro to Business Planning with the Lean Canvas

The Lean Canvas is a 1-page business plan template (created by Ash Maurya) that helps you deconstruct your business idea into its fundamental parts. The Canvas replaces an elaborate written business plan with a simple high-level view of all aspects of your business. It is a useful tool for identifying gaps and "assumptions"-- those elements of your business that you have not yet validated or figured out.

Homework

Activity:

- Fill out the Lean Canvas for your business using the blank template provided

Read:

- [Door Dash Founding Story Twitter Thread](#)
- [The Problem With Problems](#)

What to Expect in Your 1:1 Meeting

- Answer your Lean Canvas questions
- Review your first draft Lean Canvas - we can work together on this during the 1:1

Workshop 3 - Problem/Solution Validation & Customer Discovery

When a new business idea comes to mind, how do you get started? Successful entrepreneurs lead with market validation. How do you *know* you're creating something that someone truly *wants* (and will pay for!)? Learn from the origin stories of companies like Airbnb and DoorDash—how did they get into the environment of their customer and run simple experiments to validate that their business idea had legs?

Business is about solving problems. Which means you can't ignore who you are solving them for: your CUSTOMER. How do you engage with your customers (or potential customers) to understand if you're solving a real problem with the right solution? We'll demystify the "customer discovery" and walk through a methodical approach to continuous market validation: the problem interview.

Homework

Activity:

- Write out your Customer Discovery script
 - Use your Lean Canvas to identify where customer discovery will help you learn more about unanswered questions
 - Set Customer Discovery Goals: Who do you need to talk to? How many interviews should you target?

What to Expect in Your 1:1 Meeting

- Review Customer Discovery Script

Workshop 4 - Business Operations 101

Every business can optimize success by making sure you run a smooth operation. Business operations is all about how you manage your most critical assets: Your TIME, your MONEY, and your RELATIONSHIPS. How do you pay attention to how you are spending these assets day to day? And better yet—use that data to make smart business decisions, optimize your internal processes, and serve your customers better.

What to Expect in Your 1:1 Meeting

- What operational activities do you need to monitor in your business? How can you become more data-driven in your approach to spending your time, money, or relationship capital?
- Are there business processes you can begin to automate through documentation or technology?
- Discuss next steps for your business development



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Town Appointments 2024

Town Administrator/Town Clerk/Zoning Administrator – Robert Davie
Director of Public Works – Bill Perkinson
Chief of Police – Goble Lane
Town Attorney – Mitch Styers

Finance Officer – Meredith Valentine
Deputy Finance Officer – Tracy Stevenson

Kerr Tar Regional Council of Government
C – Mayor Walter Gardner
Alternate – Robert Davie

Local Firefighter's Relief Fund Trustees
T. Lee Edmonds
Joyce Greene-Williams

ZONING BOARD

Bobby Tippet	In Town	2024	252-432-7150 atiprealtor@yahoo.com
Al Fleming (Chair)	In Town	2025	257-1779 alfleming220@gmail.com
Peter Holloway	In Town	2025	204-9293 pnh55@aol.com
Monique Hinton (alternate)	In Town	2025	908-675-1296 moniquehinton@warrencountync.org
Calvin Alston	Out of Town	2024	257-4108, 213-4040 calston61@msn.com
Bob Neal	Out of Town	2026	432-9850 bobneal@centurylink.net
Annette Silver (alternate)	Out of Town	2026	257-2452 a.silver@warrenton.nc.gov

ZONING ADMINISTRATOR

The zoning Administrator who shall be appointed by the Town Board of Commissioners is duly charged with the enforcement of the provisions of this chapter. If the Zoning Administrator finds that any of the provisions of this chapter are being violated, the Zoning Administrator shall notify in writing the person responsible for such violations, indicating the nature of the violation and ordering the action necessary to correct it. The Zoning Administrator shall also take any other action authorized by this chapter to ensure compliance with or to prevent violation of its provisions.

ZONING BOARD OF ADJUSTMENT

There shall be and is hereby created a Board of Adjustment (hereinafter called the Board) consisting of five members, including three residents of the town of and two members of the one-mile extraterritorial jurisdiction. The town residence members of the Board shall be appointed by the Town Board of Commissioners. Residents of the one-mile extraterritorial jurisdiction shall be appointed by the County Commissioners. Subsequent terms shall be for three years. If the Board of County Commissioners fail to appoint the extraterritorial members within 90 days after receiving a resolution from the Town Board of Commissioners requesting that there appointments be made, the Town Board of Commissioners may make them. The Board of Adjustment shall elect a chairman and vice-chairman from its regular members, who shall serve for one year or until re-elected or until their successors are elected.

(Ord. passed 12-16-85)

PLANNING BOARD

George Humphries	In Town	2024	820-3404 h trimboss1972@gmail.com
Dian Sourelis (Vice Chair)	In Town	2024	773-848-3400 m dian@sourelis.com
Georgiana Weddington	In Town	2025	257-4663, 646-361-8996
Vacant	In Town	2025	
Kristy Steed	Out of Town	2024	252-204-0081 kreetiebelle@hotmail.com
Carlos Verdaguer	Out of Town	2025	757-390-6846 carlos.e.verdaguer@dominionenergy.com
Cynthia Jenkins (chair)	Out of Town	2024	919-260-8008 m cynthiajenkins1948@me.com

MEMBERSHIP AND VACANCIES

The Planning Board shall consist of seven members. Four members shall be citizens and residents of the town and shall be appointed by the Board of Commissioners; three members shall be citizens and residents of the territory surrounding the town, as described in N.C.G.S. §160A-362, and shall be appointed by the Board of Commissioners. The outside representatives shall have equal rights, privileges, and duties with the other members of the Planning Board, regardless of whether the matters at issue arise within the town or within the extraterritorial area. Four of the initial members shall be appointed for a term of two years, and three for four years. The Chairman of the Town Committee of Future Planning and Public Relations shall serve as an ex officio member of the Planning Board. Vacancies occurring for reasons other than expiration of terms shall be filled as they occur for the period of the unexpired term. Faithful attendance at the meetings of the Board is considered a prerequisite for the maintenance of membership on the Board.

Within 30 days after appointment the Planning Board shall meet and elect a Chairperson and create and fill such offices as it may determine. The term of the Chairperson and other officers shall be one year, with eligibility for re-election. The Board shall adopt rules for transaction of its business and shall keep a record of its members' attendance and of the resolutions, discussions, findings, and recommendations, which record shall be a public record. The Board shall hold at least one meeting monthly, unless the meeting is canceled by the Chairperson, and all of its meetings shall be open to the public. The Board shall hold at least one meeting annually jointly with the Board of Commissioners. There shall be a quorum of five members for the purpose of taking any official action required by this subchapter.

(Ord. passed 10-16-72)

HISTORIC DISTRICT COMMISSION

Richard Hunter (Chair) rehunter@embarqmail.com	2026	4-year (rec. by Jacob Holt Foundation)
Cynthia Jenkins	2025	4-year (rec. by Jacob Holt Foundation)
Bobby Tippet	2026	4-year (rec. by Preservation Warrenton)
Kate Hazen wvhazen@gmail.com	2025	4-year (rec. by Preservation Warrenton)
Marsha West	2026	4-year (at-large) jwest0921@aol.com
Bob Shingler	2025	4-year (at-large) kderring@nc.rr.com
Michael Coffman	2024	1-year (Representing Board of Commissioners)

Composition: The Commission shall consist of seven (7) members. All the members shall reside within the territorial jurisdiction of the town. Members of the Commission shall have demonstrated special interest, experience or education in history, architecture, archaeology or related fields. Two members of the Commission shall be recommended by Preservation Warrenton, two members of the Commission shall be recommended by the Jacob Holt Foundation, two members as recommended by the Board of Commissioners from the public and the seventh member of the Commission shall be a member of the Board of Commissioners of the Town of Warrenton (herein referred to as "BOC"), although Commission members recommendations by Preservation Warrenton and/or the Jacob Holt Foundations as set forth herein need not be members of those organizations. Upon the recommending The BOC shall appoint members.

Terms of Office: Members of the Commission shall serve terms of four years. Terms shall be staggered with the initial term of members being as follows: one (1) member for two (2) years, three (3) members for three (3) years and three (3) members for four (4) years. A member may be reappointed for consecutive terms. In the event that a member should need replacement, the replacing member shall serve the remainder of the current term and shall be recommended to the BOC from the appropriate organization as set forth above.

Officers: The Historic Preservation Commission shall elect from among its members a chairman, vice-chairman and treasurer. Officers shall be elected annually and may be re-elected. A staff member of the Town of Warrenton may be appointed to serve as a secretary or an administrative advisor for the Commission. The Commission may appoint advisory bodies and committees as appropriate.

Meetings: The Commission shall hold at least one regular meeting each month, except when it has no business pending. Special meetings may be called in a manner determined by the Commission and its rules and procedures. All meetings shall be subject to the North

Carolina Open Meeting laws and a public record shall be kept of the Commission's resolutions, proceedings, and actions.

REVITALIZATION COMMITTEE

Commissioner Michael Coffman, Chairman, by appointment of Mayor
Ex-Officio: Town Administrator Robert Davie

Promotion

Daniel Beech	910-409-7944 danielcbeech@gmail.com
Adam Foreman	717-269-3465 adamjforeman@gmail.com
Morgan Leigh Stall	252-213-3563 morganleighstall@gmail.com
Jereann Johnson	252-213-1517 jefeannkingblue@gmail.com
Victoria Lehman	252-213-5172 victoria.l.lehman@gmail.com
Jennifer Crissman	919-818-0133 jenniferb.crissman@gmail.com
Rose Derring	252-257-3066 kderring@nc.rr.com

Design

Christine Dickenson	330-388-3348 imm2003cd@yahoo.com
Carol Halsey	910-657-6461 halseycnc@gmail.com
Mike Kelley	631-871-7489 mike.kelley@live.com
Heather Sargent	803-221-8951 heathersargent@icloud.com
Cynthia Jenkins	919-260-8008 cynthisjenkins1948@me.com
George Weddington	646-361-8999 george@highknife.com

Economic Vitality

Chris Privett	252-432-5982 chris@devaldia.com
Vanity Newell	252-213-1983 kingsfitnesscenter.wc@gmail.com
Scott Plueddemann	919-452-6174 sdp@duke.edu
Mark Wethington	910-295-7720 markwethington1@gmail.com

Members appointed by Board of Commissioners. Do not have to be town resident.

BEAUTIFICATION COMMITTEE

Richard Hunter (Chair)
Fern Boyd
Vacant
Margaret Britt

Appointed by Board of Commissioners.

QUILTER'S LANE COMMITTEE

The Quilter's Lane Committee will have Commissioner Hardy as is Chair and the following members:

- A Representative from Revitalization Committee – Charla Duncan
- A representative from Preservation Warrenton – Victoria Lehman
victoria.l.lehman@gmail.com
- ~~A representative from Quilt Lizzy – Susan Harris~~
- A representative from Heritage Quilters – Jere Ann King
- A citizen – in town – Dian Sourelis
- A citizen – out of town (appointed by County Commissioners) – Magnolia Clanton

The committee would be tasked with:

- Designing banners
- Securing Ellis property for landscaping and interactive display on W. Market St.
- Securing permission to include and develop Courthouse Square property behind Tax Office
- Developing Wayfinding Signage in keeping with Branding Strategy
- Designating building locations suitable for murals and secure permission
- Establishing anchors with Heritage Quilters and Quilt Lizzy Training Center locations
- Securing funding to meet and implement these goals

Appointed by Board of Commissioners.

PLUMMER HOOK & LADDER CO. MUSEUM BOARD

Anne A. Harris (Chair)
Jennifer Harris Franks (Secretary)
Walter Gardner (Vice Chair)
Annette Silver (Treasurer)
Don Stith
D. K. Trotman
Vacant

Separate 501C-3 status as museum operator. NO LONGER a town-appointed committee.



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

Page 10 and 11 HDC Guidelines Regarding Trees

From Page 10

If a significant tree or planting is so diseased or damaged that it must be removed, it should be replaced with a healthy new specimen that will create a similar appearance at maturity.

A Certificate of Appropriateness is required for the removal of mature ornamentals as well as other trees over 8 inches in diameter at 4 feet off the ground.

From Page 11, item 8

Replace significant plantings, including mature trees, prominent hedges, and foundation plantings, that are diseased or damaged with new plantings that are similar if not identical in species.

Recommended Changes

From Page 10

If a significant tree or planting is so diseased or damaged that it must be removed, it should be replaced with a healthy new specimen that will create a similar appearance at maturity, **unless it is a non-native aggressive species of the following: Ailanthus altissima (Tree-of-Heaven), Albizia julibrissin (Mimosa), Melia azedarach (Chinaberry), Paulownia tomentosa (Princess Tree), Pyrus calleryana (Bradford Pear), Triadica sebifera (Chinese Tallow Tree), Broussonetia papyrifera (Paper Mulberry).**

A Certificate of Appropriateness is required for the removal of mature ornamentals as well as other trees over 8 inches in diameter at 4 feet off the ground, **unless it is a non-native aggressive species of the following: Ailanthus altissima (Tree-of-Heaven), Albizia julibrissin (Mimosa), Melia azedarach (Chinaberry), Paulownia tomentosa (Princess Tree), Pyrus calleryana (Bradford Pear), Triadica sebifera (Chinese Tallow Tree), Broussonetia papyrifera (Paper Mulberry).**

From Page 11, item 8

Replace significant plantings, including mature trees, prominent hedges, and foundation plantings, that are diseased or damaged with new plantings that are similar if not identical in species, **unless it is a non-native aggressive species of the following: *Ailanthus altissima* (Tree-of-Heaven), *Albizia julibrissin* (Mimosa), *Melia azedarach* (Chinaberry), *Paulownia tomentosa* (Princess Tree), *Pyrus calleryana* (Bradford Pear), *Triadica sebifera* (Chinese Tallow Tree), *Broussonetia papyrifera* (Paper Mulberry).**

Outdoor Lighting



*Mitchell LED,
Mitchell Top Hat LED,
Mitchell LED with ribs,
bands and medallions,
Mitchell Open LED,
Mitchell Top Hat LED with
ribs, bands and medallions*

MITCHELL LED SERIES

Light source: LED (white)

Lumens: 4,332 – 6,850 (Fixture Dependent)

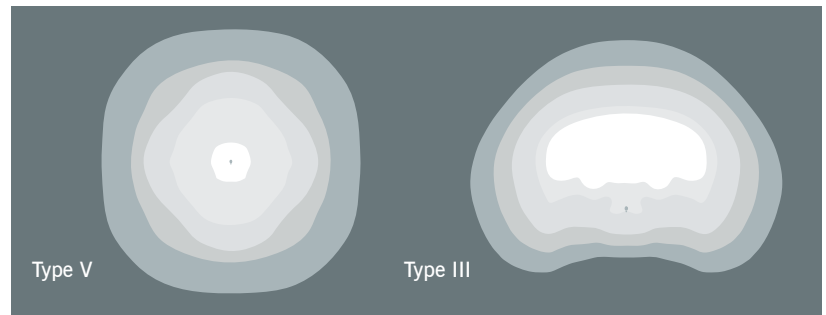
Color temperature: 3,000K | 4,000K

LED
(Light-emitting diode) 50 | 70 watts (Mitchell Open)

Mounting height 12' – 17'

Color Black
Green (Special conditions)

Pole Fiberglass
Smooth round concrete
Style V
Style VI
Style VII
Style I



light distribution patterns

LIGHTING	WATTS	TYPE	BUG RATING
Mitchell	50	III, V	B2U5G3 (Type III) B3U4G3 (Type V)
Mitchell Top Hat	50	III, V	B2U4G3 (Type III, 3,000K) B2U4G4 (Type III, 4,000K) B3U3G3 (Type V)
Mitchell Open	50, 70	III, V (70W Only)	B1U0G1 (50W, Type III) B2U0G2 (70W, Type III) B3U0G1 (70W, Type V)
Mitchell Ribs Bands Medallions	50	III, V	B2U4G3 (Type III, 3,000K) B2U5G3 (Type III, 4,000K) B3U4G3 (Type V, 3,000K 4,000K)
Top Hat Ribs Bands Medallions	50	III, V	B2U3G3 (Type III) B3U3G3 (Type V)

POLE AVAILABLE	MOUNTING HEIGHT	COLOR
Aluminum	12', 15', 17'	Black
Fiberglass	16'	Black
Fluted concrete	13'	Black
Decorative Aluminum	12', 16'	Black

For additional information, contact
us at ODLCarolinas@duke-energy.com.



BUILDING A SMARTER ENERGY FUTURE®



NC02 LIGHTING SERVICE AGREEMENT

Customer Information:

TOWNADMINISTRATOR@WARRENTON.NC.GOV

..

Project Information:

WARRENTON North Carolina 27589

Account Number:

9100 8032 8092

Work Order Number:

51698513

Duke Energy Representative Contact Info:

Joey Whitt

This Lighting Service Agreement is hereby entered into this 27th day of November, 2023, between Duke Energy Progress (hereinafter called the "Company") and WARRENTON TOWN OF (hereinafter referred to as the "Customer") for lighting service at the above location(s). The Customer agrees to receive and pay for lighting service from the Company in accordance with the rates, terms and provisions of the Company's Rate Schedule ALS and Service Regulations, or its successor, as the same is on file with the North Carolina Public Service Commission (NORTH CAROLINA UTILITIES COMMISSION) and as may be amended and subsequently filed with the NORTH CAROLINA UTILITIES COMMISSION.

To the extent there is any conflict between this Agreement and the Lighting Service Rate Schedule, the Lighting Service Rate Schedule shall control. In the event of termination by the Customer during the initial term of this agreement under this rate schedule or upon early termination of service under this schedule, the customer agrees to pay remaining terms of this agreement as delegated by the NORTH CAROLINA UTILITIES COMMISSION.

The date of *initiation* of service shall be defined as the date the first light(s) is energized or billing is transferred and shall continue hereafter until terminated *by either party upon written notice 10 days prior to termination*. It is further agreed that Duke Energy reserves the right to discontinue service and remove any Duke Energy-owned facilities from the Customers premise if the Customer violates any of the terms of the Service Regulations, Rate Schedule or this Agreement.

Customer Signature _____

Date Signed _____

Duke Energy Representative _____

Date Signed _____

THIS IS NOT A BILL. PLEASE DO NOT SEND A PAYMENT IN RESPONSE TO THIS COMMUNICATION.

Summary of Estimated Charges				
Minimum Service Term	Initial Monthly Cost	Total One Time Charges	Total Cost for Initial term	Ongoing Monthly Charge post Term
5 Years (60) Months	73.38	0.00	4402.80	73.38

Monthly Base Charges							
Service Required	Quantity	Product Description Fixtures and Poles	Equipment Rental**	Maintenance	Energy	Unit Total	Sub-Total
I	001	Light Fixture Mitchell Top Hat with Ribs, Bands, and Me	0.00	0.00	0.00	8.78	8.78
I	001	Light Fixture Mitchell Top Hat with Ribs, Bands, and Me	0.00	0.00	0.00	8.78	8.78
I	002	Light Pole Style VII Concrete 17 foot long Black fluted	0.00	0.00	0.00	0.00	0.00
		Rental, Maintenance, F&E Totals:	\$0	\$0	\$0		
		Estimated Change to Base Monthly Charge Total					\$17.56

Additional Monthly Charges				
Service Required	Quantity Required	Description	Unit Price	Sub-Total
I	002	Underground Service Charge : Light Pole Style VII Concrete 17 foot long Black fluted pole Private DEPNC51698513	3.24	6.48
I	001	NON STANDARD FACILITIES : Light Fixture Mitchell Top Hat with Ribs, Bands, and Medallions LED 50W Black TYPE III 3000K P DEPNC51698513	7.58	7.58
I	001	NON STANDARD FACILITIES : Light Fixture Mitchell Top Hat with Ribs, Bands, and Medallions LED 50W Black TYPE V 3000K DEPNC51698513	7.58	7.58
I	002	NON STANDARD FACILITIES : Light Pole Style VII Concrete 17 foot long Black fluted pole Private DEPNC51698513	17.09	34.18
		Estimated Change to Additional Monthly Charge Total <i>excludes any applicable taxes, franchise fees or customer charge</i>		\$55.82

THIS IS NOT A BILL. PLEASE DO NOT SEND A PAYMENT IN RESPONSE TO THIS COMMUNICATION.



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

Water Rate Analysis

The below recommendation is designed to cover the cost of water increase passed along from Warren County of \$.48 per thousand gallons. It adjusts the water rate only and not the sewer rate. The increase applied equally to both In-Town and Out-of-Town customers is \$.50.

1. Super user rate (over 100,000 Gallons Per Month)
 - a. In-Town will go from \$5.36 to \$5.86
 - b. Out-of-Town will go from \$5.93 to \$6.43
2. Regular user rate
 - a. In-Town will go from \$8.36 to \$8.86
 - b. Out-of-Town will go from \$12.11 to \$12.61



WARREN COUNTY BOARD OF COMMISSIONERS

602 WEST RIDGEWAY STREET
POST OFFICE BOX 619
WARRENTON, NORTH CAROLINA 27589

Bertadean Baker, Chairman
Victor Hunt, Vice Chairman
Tare Davis
Jennifer Pierce
Walter Powell

Vincent Jones
County Manager

Paula Pulley
Clerk to the Board

TO: Robert Davie, Town Administrator, Town of Warrenton

Blaine Reese, Director of Operations, Town of Norlina

FROM: Vincent Jones, County Manager

DATE: November 27, 2023

SUBJECT: Notice of Change/Increase in Water Rates effective December 31, 2023,
and billed in January

Background

As you know the Kerr Lake Regional Water System is involved in a plant upgrade and expansion. The approximate cost for the project comes in at approximately \$79 million dollars. This is double initial estimates after supply chain issues were impacted by the COVID-19 pandemic. Additionally, there are approximately \$25 million dollars in deferred projects that need completion. The plant upgrades will allow KLRWS to continue to meet Federal guidelines and expand the capacity of the facility to provide treated water. The capacity of the plant will increase from 10MGD to 20MGD, at full build out. Warren County is a partner of KLRWS, and as such, is responsible for contributing to the costs of the project.

As part of the funding plan for the project, the KLRWS Advisory Board has approved a new water rate structure. The new structure is based partly on each partner paying for their capacity/allotment of the plant's production capacity. Warren County is a 20% partner and as such is responsible for 20% of the capital costs associated with the plant upgrades and expansion. As a result, our capacity for treated water will grow from 2MGD to 4MGD with implementation of some deferred items and upon full plant build out.

Here is a timeline:

- February 27, 2020, KLRWS Advisory Board approved adopting the Stantec Model
- March 9, 2020, City of Henderson Council (City of Henderson is the managing partner of the system) voted to adopt the Stantec Financial Model with implementation on July 1, 2020
- June 14, 2021, Council deferred its implementation until July 1, 2022
- August 14, 2023, Council implements the Financial Model retroactive to July 1, 2023

Phone: (252) 257-3115
Fax: (252) 257-5971
www.warrencountync.com

"This institution is an equal opportunity provider and employer."

Based on the terms that we have followed from our expired agreement the County has historically charged a 5% mark up on the wholesale costs of the treated water we provide.

We are currently charging the towns \$2.32 per thousand. Henderson is charging us \$2.65 per thousand as of August 2023. The County has absorbed that cost to this point. The new rate for the towns will be \$2.80 per thousand gallons.

Effective December 31, 2023, which you will receive from us in January 2024. The rates will be \$2.80 per thousand gallons of treated water.

We also propose to renew the existing agreement for the sale of water with the same terms. As the debt schedule is put in place, we will adjust rates accordingly. KLRWS will continue to pursue additional grant funds to reduce the impact on future water rates.

If this is acceptable, please return a signed copy acknowledging your receipt of this correspondence and the County Attorney will provide an updated agreement for your review and execution.

We look forward to continuing to work with the Towns as we provide residents with this invaluable resource.

Signature and Title


Warren County

C: Warren County Board of Commissioners
Shiekell Richardson, County Attorney
Eric St. Sing, Director, Public Utilities
Nikki Dickerson, Finance Director



WARREN COUNTY BOARD OF COMMISSIONERS

602 WEST RIDGEWAY STREET
POST OFFICE BOX 619
WARRENTON, NORTH CAROLINA 27589

July 8, 2014

Bertadean Baker, Chairman
Jennifer Jordan, Vice Chairman
Ruby Downey
Barry Richardson
Ulysses S. Ross

Linda T. Worth
County Manager

Angelena Kearney-Dunlap
Clerk to the Board

Mr. Robert Davie
Town Administrator
Town of Warrenton
P.O. Box 281
Warrenton, NC 27589

Re: Second Modification to Water Sales Agreement

Dear Mr. Davie:

Please find enclosed two properly executed copies of the Second Modification to Water Sales Agreement that amends and modifies certain terms of the March 1, 1979 Water Sales Agreement between the Town of Warrenton and Warren County, assignee, as well as the first Modification Agreement dated January 5, 2004. The Second Modification Agreement is effective July 1, 2014.

Please present this Second Modification Agreement to your Board of Commissioners for consideration and adoption at a regularly scheduled meeting of the Board. Following adoption by the Town of Warrenton, please sign both copies of the Second Modification Agreement, retain one copy for your files, and return one to me.

Should you have any questions or concerns, please do not hesitate to contact me. Thank you for your assistance in this matter.

Sincerely,

Linda T. Worth
Warren County Manager

cc: Bill Perkinson, Warrenton Public Works Director
Macon Robertson, Warren County Public Utilities Director
Gloria Edmonds, Finance Director

Enclosures

Phone: (252) 257-3115
Fax: (252) 257-5971
www.warrencountync.com

NORTH CAROLINA
WARREN COUNTY

SECOND MODIFICATION AGREEMENT

THIS AGREEMENT, made and entered into this the 1st day of July, 2014, by and between **WARREN COUNTY** (herein referred to as "COUNTY", a political subdivision of the State of North Carolina, and the **TOWN OF WARRENTON**, herein referred to as "TOWN", a municipal corporation of the State of North Carolina, located in Warrenton, Warren County, North Carolina;

WITNESSETH:

THAT WHEREAS, on the 1st day of March, 1979, Soul City Sanitary District (hereinafter, "the District") and the Town of Warrenton entered into an Agreement for the sale of water to the TOWN, a copy of which is attached hereto and fully incorporated herein by reference; and,

WHEREAS, on or about April 5, 1982, Warren County Board of Commissioners accepted an assignment by the Soul City Sanitary District Board of Commissioners to Warren County of all of the District's right, title, and interest in and to the above-referenced Agreement for the sale of water to the Town; and,

WHEREAS, pursuant to said assignment, Warren County became (and continues to be) vested with all right, title, and interest in said Agreement to sell water; and,

WHEREAS, COUNTY and TOWN entered into a Modification Agreement on January 5, 2004 (a copy of which is hereto attached and fully incorporated herein by reference), through which the parties agreed certain terms of the original Agreement would be modified; and,

WHEREAS, COUNTY and TOWN, acting through their respective governing boards have each agreed to again amend and modify certain terms of said Agreement.

NOW, THEREFORE, in light of the above recitations and in consideration of the mutual covenants contained herein, the sufficiency of which is hereby acknowledged, the parties hereto agree that the Agreement dated March 1, 1979 and modified by the April 5, 1982 assignment and the January 5, 2004 Modification Agreement, is hereby further modified and

changed as follows:

1. Paragraph 2 of the TERMS AND CONDITIONS of the original Agreement labeled "Quantities To Be Furnished" which delineated the amount of water to be sold to the TOWN, and which amount was modified by Paragraph 1 of the Modification Agreement to be "up to a maximum of five hundred thousand (500,000) gallons per day subject to the provisions of paragraph 3 of the original agreement[.]" is hereby replaced with the following language: "up to a maximum of four hundred thousand (400,000) gallons per day subject to the provisions of paragraph 3 of the original agreement."

2. Paragraph 5 of the TERMS AND CONDITIONS of the original Agreement labeled "Rates," Subsection (a) is hereby replaced with the following language: "Charges for water furnished to the TOWN shall be at rates established by the COUNTY. Such rates shall be established at a level no greater than is necessary to provide to the COUNTY the actual cost to the COUNTY of the water supplied to the TOWN "plus an overhead factor of five percent (5%) as the reasonable cost of maintenance and operations of the works of the COUNTY."

3. Paragraph 5 of the TERMS AND CONDITIONS of the original Agreement labeled "Rates," Subsection (b), which delineated the minimum amount of water per day for which the TOWN would pay, and which amount was modified by Paragraph 2 of the Modification Agreement so that "the TOWN agree[d] to pay for a minimum of three hundred thousand (300,000) gallons per day of water, regardless of the amount of water actually used by the TOWN until such time as the Town's actual usage exceeds such amount[.]" is hereby replaced with the following language: "The TOWN hereby agrees to pay the County for a minimum of two hundred fifty thousand (250,000) gallons of water per day, regardless of the amount of water actually used by the TOWN until such time as the Town's actual usage exceeds such amount. For any and every given day in which the TOWN's usage exceeds two hundred fifty thousand (250,000) gallons of water per day, the TOWN shall pay the County for the actual amount of water used."

4. Paragraph 6, entitled "Term," of the TERMS AND CONDITIONS of the original Agreement is hereby replaced with the following language: "Unless sooner terminated by the TOWN, pursuant to paragraph 7 hereof, this Agreement shall be in full force and effect for an additional period of twenty-three (23) years, beginning July 1, 2014, and ending on the 20th day of March, 2037. Thereafter said Agreement may be renewed or extended for such term, or terms, as may be mutually agreeable. However, any such renewal or extension shall be in writing, executed with the same formality as this Second Modification Amendment.

5. The parties agree that the changes provided for herein shall become effective on the 1st day of July, 2014.

EXCEPT WHERE DIRECTLY INCONSISTENT WITH THE TERMS AND PROVISIONS HEREOF, THE ORIGINAL AGREEMENT OF MARCH 1, 1979 (AND THE PRIOR AMENDMENT THERETO) IS IN NO WAY MODIFIED AND THE SAME IS HEREBY RATIFIED AND REAFFIRMED IN ALL OTHER RESPECTS.

IN TESTIMONY WHEREOF, Warren County and the Town of Warrenton have each caused this Second Modification Agreement to be executed in duplicate, and each by authority of their respective governing bodies.

WARREN COUNTY

BY: Burtadean W. Baker
TITLE: Chairman Board of Commissioners

ATTEST:

Aearney
TITLE: Clerk to the Board
6-25-14

TOWN OF WARRENTON

BY: _____

TITLE: _____

ATTEST:

TITLE: _____

NORTH CAROLINA

WARREN COUNTY

Paul
WATER AGREEMENT

THIS AGREEMENT, made and entered into this the 21st day of August, 1996, by and between the County of Warren, hereinafter referred to as the "County", a body politic and corporate, existing pursuant to the laws of the State of North Carolina; and the Town of Warrenton, hereinafter referred to as "Town", a municipal corporation organized and existing under the laws of the State of North Carolina and being situated in Warren County.

RECITALS:

1. The County and the Town within Warren County are in the process of coordinating the planning and construction of water distribution facilities within the county in order to efficiently and effectively serve the future needs of the citizens of Warren County.
2. The County has established Water and Sewer District 1 comprising the townships of Sandy Creek, Warrenton and Shocco, excluding the municipalities of Warrenton and Norlina. The residents of these townships have approved a bond issue to provide necessary funding for this district.
3. The County and the Town have previously entered into agreements providing for the treatment of the County's waste water, to provide for the sale of water by the County to the Town, to operate the County's Regional Waste Water Treatment Plant, and to operate and maintain the water and sewer district formerly known as the Soul City Sanitary District and extensions thereof which include portions of Vance county.
4. The County has requested that they be allowed to connect District 1 water mains to the water mains owned and operated by the Town at the five (5) points designated by the Resident Engineer for District 1 and the Town is willing to enter into an agreement with the County to connect District 1 water mains to the Town's Water System.
5. The transportation of water from Town's Master Meter to District 1's five (5) connect points will be made possible by use of the Town's water mains.

NOW, THEREFORE, in consideration of the agreements and covenants made herein by the parties to this Agreement, it is agreed as follows:

1. Rates.

(a) The County reconfirms its commitment to sell to the Town water at a "rate established at a level no greater than is necessary to provide to the County the actual cost to the County of the water supplied to the Town".

(b) The Town agrees to allow water supplied to the County for District 1 to pass through the Town's water system at no charge.

2. Town Water System.

(a) The Town's Water System consists of the following:

- (1) Water mains within the town limits of the Town.
- (2) From the Town Limits to the intersection of SR 1600 and 1601, then south on SR 1600 for 1 mile to and including F&M Trailer Park.
- (3) From the Town Limits south on US Highway 401S to SR 1142 (Downtin Road), then south on US Highway 401S for .7 mile (3,696 feet).
- (4) From Town Limits (Horse Creek) on SR 1001 west for .5 mile (2,640 feet).
- (5) From centerline of US Highway 401N/158Bus west on SR 1107 for 1,008 Feet.
- (6) From Town's Master Meter at the intersection of US Highway 158 Bus. and US Highway 158 Bypass south on US Highway 158 Bus/401 to the Town Limits.
- (7) From intersection of US Highway 158 Bus/401 and SR 1332 east on SR 1332 for .55 miles (2904 feet) to and including Crestwood Mobile Home Park.
- (8) From Town Limits north on North Main Street/SO 1305 to intersection of SR 1305 and SR 1325 then north on SR 1305 for 745 feet to intersection of SR 1305 and SR 1364 including North Warren Village.
- (9) From intersection of SR 1305 and SR 1325 proceed east on SR 1325 for .4 mile (2,112 feet).

(10) From Town Limits to intersection of US Highway 158 Bus and NC Highway 58, then south on NC Highway 58 for .6 mile (3,168 feet) to and including Warren Co. Detention Center.

(11) From intersection of US Highway 158 Bus and NC Highway 58 east on US Highway 158 Bus for .51 mile (2,664 feet).

(12) From the Town Limits on Warren Street, east on Warren Street and Warren St. Extension to intersection of SR 1332 (Red Hill), then north on SR 1332 for .5 mile (2,640 feet) to the Town Sewer Pumping Station on SR 1332.

(13) From intersection of Warren St. Extension and SR 1332 south on SR 1332 to intersection of US Highway 158 Bus.

(b) The County accepts that all customers, present and future, serviced by water mains and lines owned by or dedicated to the Town, as described in 2(a) above, including the main from the Master Meter to the city limits of the Town are now and always will be the Town's customers and will be known as the Warrenton Water System.

(c) The County agrees to allow the Town to connect to new water mains installed by the County running through the Town's Water System, as established in 2 (a) above (see attached map), without tap fees.

3. Determining Town Usage.

The Town will read the Master Meter on the first day of each month to determine the amount of water entering the Town's Water System the previous month. To determine the total amount of water used by the Town the following procedure will be used:

(a) Determine the total gallons used by the Town by reading each customers service meter monthly.

(b) Total all customers consumption to determine the Town's monthly gross consumption.

(c) To determine the amount of water used for Fire Protection by the Town's System the Town will utilize the American Water Works Association (AWWA) Standards for the current unaccountable water formula provided by the Department of Natural Resources.

(d) The total gallons determined by Step b and c above will be the total number of gallons the Town will be billed for.

4. Amendments.

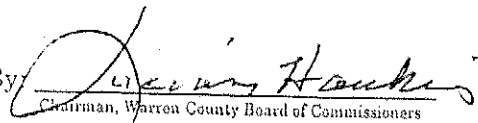
Each party to this agreement shall give sixty days notice, in writing, of its intention to amend this agreement.

5. Miscellaneous.

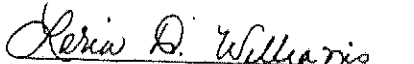
- (a) This Agreement is governed by the laws of the State of North Carolina.
- (b) This Agreement is to be binding upon the heirs and successors of the parties.
- (c) This Agreement does not modify, change or supersede any previous agreement entered into by the County and Town. Where conflict exists the previous agreement will take precedence.
- (d) This Agreement is valid for the term of the loan and may be extended at the end of that term.

IN WITNESS WHEREOF, the parties have executed this Agreement in duplicate originals, one of which is retained by each of the parties, the day and year first above written.


WARREN COUNTY

By: 
Chairman, Warren County Board of Commissioners

ATTEST:

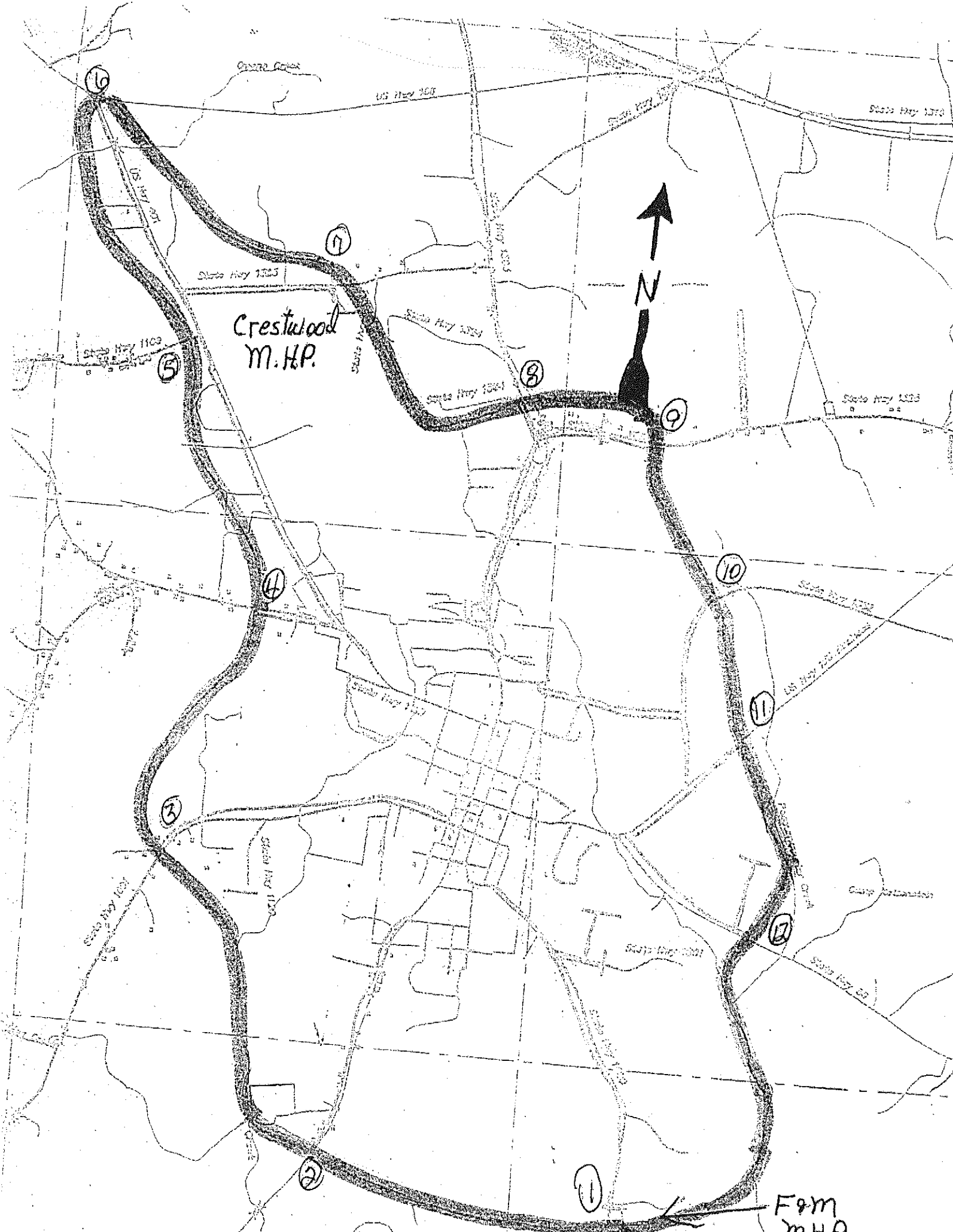

Clerk to the Board

TOWN OF WARRENTON

By: 
Mayor, Town of Warrenton

ATTEST:


Town Administrator





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

Water Shortage and Response Plan and Resolution

Each five years the Town must re-affirm its Water Shortage and Response Plan. The Town works under the umbrella of the Kerr-Lake Regional Water System (KLRWS) and so we are adopting the same plan as KLRWS. The plan is identical to the one adopted in 2018.

NC Division of Water Resources requires board approval of both the plan and resolution.

**Water Shortage Response Plan
Town of Warrenton, North Carolina
Updated December 11, 2023**

The procedures herein are written to reduce potable water demand and supplement existing drinking water supplies whenever existing water supply sources are inadequate to meet current demands for potable water.

I. Authorization

The Town of Warrenton Administrator shall enact the following water shortage response provisions whenever the trigger conditions outlined in Section IV are met. In his or her absence, the Public Works Director will assume this role.

Robert Davie
Town of Warrenton Administrator
Phone: (252) 257-1122
E-mail:
townadministrator@warrenton.nc.gov

William Perkinson
Town of Warrenton Public Works
Director
Phone: (252) 257-1776
E-mail:
publicworksdirector@warrenton.nc.gov

II. Notification

The following notification methods will be used to inform water system employees and customers of a water shortage declaration: employee e-mail announcements, notices at municipal buildings, notices in water bills. Required water shortage response measures will be communicated through *The Warren Record*, PSA announcements on local radio and cable stations. Declaration of emergency water restrictions or water rationing will be communicated to all customers by telephone or door hangers if necessary.

III. Levels of Response

Responses are in the attached Kerr Lake Regional Water System Plan (RWS).

IV. Triggers

Town of Warrenton is provided water solely by purchase from Kerr Lake RWS. When Kerr Lake RWS declares a water shortage the town of Warrenton is required to do so as well. During this time Town of Warrenton Public Works Director will stay in close contact with Kerr Lake Water System and follow their triggers.

Return to Normal

When water shortage conditions have abated and the situation is returning to normal, water conservation measures employed during each phase should be decreased in reverse order of implementation. Permanent measures directed toward long-term monitoring and conservation should be implemented or continued so that the community will be in a better position to prevent shortages and respond to recurring water shortage conditions.

V. Enforcement

The provisions of the water shortage response plan will be enforced by Town of Warrenton personnel and local law enforcement. Violators may be reported on the Town's phone line. Citations are assessed according to the following schedule depending on the number of prior violations and current level of water shortage.

Water Shortage Level	First Violation	Second Violation	Third Violation
Voluntary Reductions	N/A	N/A	N/A
Mandatory Reductions (Stages 2 and 3)	Warning	\$250	Discontinuation of Service
Emergency Reductions	\$250	Discontinuation of Service	Discontinuation of Service
Water Rationing	\$500	Discontinuation of Service	Discontinuation of Service

VI. Public Comment

Customers will have multiple opportunities to comment on the provisions of the water shortage response plan. First, a draft plan will be available at Town Hall and on the Town website www.warrenton.nc.gov for customers to view. A notice will be included in customer water bill notifying them of such. All subsequent revisions to the draft plan will be published at least 30 days prior to an adoption vote by Town of Warrenton Commissioners.

VII. Variance Protocols

Applications for water use variance requests are available from the Town Hall. All applications must be submitted to the Town Hall for review by the Town Administrator or his or her designee. A decision to approve or deny individual variance requests will be determined within two weeks of submittal after careful consideration of the following criteria: impact on water demand, expected duration, alternative source options, social

and economic importance, purpose (i.e. necessary use of drinking water) and the prevention of structural damage.

VIII. Effectiveness

The effectiveness of the Town of Warrenton water shortage response plan will be determined by comparing the stated water conservation goals with observed water use reduction data. Other factors to be considered include frequency of plan activation, any problem periods without activation, total number of violation citations, desired reductions attained and evaluation of demand reductions compared to the previous year's seasonal data.

IX. Revision

The water shortage response plan will be reviewed and revised as needed to adapt to new circumstances affecting water supply and demand, following implementation of emergency restrictions, and at a minimum of every five years in conjunction with the updating of our Local Water Supply Plan. Further, a water shortage response planning work group will review procedures following each emergency or rationing stage to recommend any necessary improvements to the plan to Town of Warrenton's Commissioners. The Town of Warrenton Public Works Director is responsible for initiating all subsequent revisions.

X. EFFECTIVE DATE

This agreement shall take effect immediately upon adoption or passage by the Warrenton Town Board of Commissioners.

XI. EFFECTIVE PERIOD

This agreement will remain in effect until terminated by action of the Warrenton Town Board of Commissioners.

Date

Walter M. Gardner, Jr., Mayor

Attested By:

Date

Robert Davie, Town Administrator

Attachment A Resolution 10-110

**KERR LAKE REGIONAL WATER SYSTEM
HENDERSON, NORTH CAROLINA
WATER SHORTAGE RESPONSE AGREEMENT**

This is an agreement authorizing the declaration of Water Shortage Conditions, and Establishing Procedures and Measures for the Essential Conservation of Water Resources. Be It Agreed on behalf of the Kerr Lake Regional Water System by the City of Henderson, the City of Oxford and Warren County all of North Carolina.

SECTION 1. PURPOSE:

The purpose of this agreement is to provide for the declaration of official phases of water supply shortage situations and the implementation of voluntary and mandatory water conservation measures in the event a shortage or water emergency is declared by the governing body or an appointed representative of the Kerr Lake Regional Water System. These measures would apply to the bulk customers, being the City of Henderson, the City of Oxford and Warren County. It shall be the responsibility of each of these bulk customer to notify its employees and customers.

SECTION 2. DEFINITIONS:

- (a) "Any Water," as the term is used in this agreement, shall mean any person using water, including fresh water, wastewater, or reclaimed water.
- (b) "Customer," as the term is used in this agreement, shall mean any person using water for any purpose from the Kerr Lake Regional Water Supply System and for which either a regular charge is made or, in this case of bulk sales, a cash charge is made at the site of delivery.
- (c) "Emergency," as the term is used in this agreement, shall mean that water supplies are below the level necessary, to meet normal needs and that serious shortages exist in the area.
- (d) "Excess Use," as the term is used in this agreement, shall mean the usage of water by a water customer in excess of water allotment provided under the water rationing provisions of this agreement for that customer, over any applicable period.
- (e) "Fresh Water," as the term is used in this agreement, shall mean water withdrawn from surface or groundwater that has not been previously used.
- (f) "Mandatory Conservation," as the term is used in this agreement, shall mean that raw water supplies reservoir levels are consistently below seasonal averages, and if they continue to decline, may not to be adequate to meet normal needs.
- (g) "Rationing," as the term is used in this agreement, shall mean procedures established to provide for the equitable distribution of critically-limited water supplies, in order to balance demand and limited available supplies, and to assure that sufficient water is available to preserve public health and safety.

Water Shortage Response Agreement
Kerr Lake Regional Water System

- (h) “Voluntary Conservation,” as the term is used in this agreement, shall mean that conditions exist which indicate the potential for serious water supply shortages.
- (i) “Waste of Water,” as the term is used in this agreement, includes, but is not limited to (1) permitting water to escape down a gutter, ditch, or other surface drain, or (2) failure to repair a controllable leak of water due to defective plumbing.
- (j) “Water,” as the term is used in this agreement, shall mean water available to the City of Henderson, the City of Oxford and Warren County from the Kerr Lake Regional Water System by virtue of its contract, for introduction into their respective water distribution systems, including water offered for sale.
- (k) “Water Use Classes,” as the term used in this agreement, shall be established as follows:

CLASS 1 ESSENTIAL WATER USES:

Domestic Use:

- Water necessary to sustain human life and the lives of domestic pets, and to maintain minimum standards of hygiene and sanitation.

Health Care Facilities:

- Fire Hydrants
 1. Firefighting.
 2. Certain testing and drills by the fire department if performed in the interest of public safety and if approved by the municipal governing body.
- Flushing of Sewers and Hydrants: As needed to ensure public health and safety and if approved by the governing body.

Water Shortage Response Agreement
Kerr Lake Regional Water System

CLASS 2 SOCIALLY OR ECONOMICALLY IMPORTANT USES OF WATER:

All Domestic Uses Other Than Those Included in Classes 1 and 3:

- Home water use including kitchen, bathroom and laundry use.
- Minimal watering of vegetable gardens.
- Watering of trees where necessary to preserve them.

Commercial, Agricultural, Industrial and Institutional Uses

- Outdoor commercial watering (public or private) using conservation measures and to the extent that sources of water other than fresh water are not available to use.
- Irrigation for commercial vegetable gardens and fruit orchards or the maintenance of livestock.
- Watering by commercial nurseries at a minimum level necessary to maintain stock.
- Water use by arboretums and public gardens of national, State, or regional significance where necessary to preserve specimens.
- Use of fresh water at minimum rate necessary to implement vegetation following earth moving, where such vegetation is required by law or regulation.
- Watering of golf course greens.
- Filling and Operation of Swimming Pools:
 1. Residential pools which serve more than 25 dwelling units.
 2. Pools used by health care facilities for patient care and rehabilitation.
 3. Municipal pools.
- Commercial car and truck washes.
- Commercial Laundromats.
- Restaurants, clubs, and Eating Places.
- Air Conditioning:
 1. Refilling for start up at the beginning of the cooling season.
 2. Make-up of water during the cooling season.
 3. Refilling specifically approved by health officials and the municipal governing body, where the system has been drained for health protection or repair purposes.
- Schools, Churches, Motels/Hotels and Similar Commercial Establishments.

Water Shortage Response Agreement
Kerr Lake Regional Water System

CLASS 3 NON-ESSENTIAL USES OF WATER:

Ornamental Purposes:

- Fountains, reflecting pools, and artificial waterfalls.

Outdoor Non-Commercial Watering (public or private):

- Gardens, lawns, parks, golf course (except greens), playing fields and other recreational areas.
- Filling and operation of recreational swimming pools which serve fewer than 25 dwellings.
- Non-commercial washing of motor vehicles.
- Serving water in restaurants, clubs, or eating places except by specific request.
- Air Conditioning: refilling cooling towers after draining except as specified in Class 1.

SECTION 3 DECLARATION OF VOLUNTARY CONSERVATION:

Whenever the governing body of the Kerr Lake Regional Water System, finds the water level in Kerr Lake is nearing elevation 294, it shall declare that Voluntary Conservation conditions exist, and that the Director of the Kerr Lake Regional Water System shall, on a daily basis, monitor the lake level and the water use demand.

In addition, the Kerr Lake Regional Water System shall call upon its bulk customers to employ voluntary water conservation measures within 48 hours of receiving notice (see Addendum) to limit water use (especially Class 3 uses) and eliminate the waste of water. It shall be the responsibility of each of the bulk customers to employ voluntary water conservation measures on their water customers. The goal for water reduction shall be 5%.

SECTION 4. DECLARATION OF MANDATORY CONSERVATION:

Whenever the governing body of the Kerr Lake Regional Water System finds the water level in Kerr Lake is nearing elevation 289, it shall declare that Mandatory Conservation conditions exist. This implies that lake level is nearing a level where insufficient water can enter the raw water intake.

The Kerr Lake Regional Water System shall continue to encourage voluntary water conservation measures for the bulk customers of the Kerr Lake Regional Water System as defined under the Voluntary Conservation declaration, and shall further require mandatory measures be put in place, such as a ban be imposed on all Class 3 uses for the duration of the shortage. The goal for water reduction shall be 10%. Official notice shall be given to the City of Henderson, the City of Oxford, and Warren County.

Page 4 of 11 Pages

Water Shortage Response Agreement
Kerr Lake Regional Water System

SECTION 5. DECLARATION OF A WATER SHORTAGE EMERGENCY:

Whenever the governing body of the Kerr Lake Regional Water System finds that water level in Kerr Lake has dropped to elevation 284 or below, and/or that a serious shortage exists due to other reasons it shall declare that a water shortage Emergency exists. It would be the recommendation of the Regional Water System that the City of Henderson, the City of Oxford and Warren County identify all Class 1, Essential Uses, in specific, and make them targets for voluntary conservation initiatives.

The Kerr Lake Regional Water System shall require mandatory measures be put in place, such as a ban be imposed on all Class 2 and Class 3 uses for the duration of the shortage. The goal for water reduction shall be 40%. These restrictions should be continued until the emergency is declared ended.

Official notice shall be given to the City of Henderson, the City of Oxford and Warren County of the emergency situation. It shall be the responsibility of each separate bulk water user, the City of Henderson, the City of Oxford and Warren County, to employ water restrictions on their water customers.

SECTION 6. DECLARATION OF RATIONING:

Whenever the governing body of the Kerr Lake Regional Water System finds that water level in Kerr Lake has dropped to elevation 280, declared a Water Shortage Emergency, and finds a need to provide for the equitable distribution of critically-limited water supplies, in order to balance demand on limited available supplies, and to assure that sufficient water is available to preserve public health and safety, it shall call for mandatory rationing by all three (3) of the members and their water users until the emergency is declared ended.

It shall be the responsibility of each of the three (3) members to employ water restrictions on their water customers.

During this emergency situation, the amount of water to each member could be reduced by fifty percent (50%) or more. This amount shall be determined by the governing body of the Kerr Lake Regional Water System. Official notice shall be given to the City of Henderson, City of Oxford and Warren County.

SECTION 6A. OBJECTIVES OF RATIONING:

It is imperative that water customers achieve an immediate further reduction in water use in order to extend existing water supplies and at the same time, assure that sufficient water is available to preserve the public health and sanitation and to provide fire protection service.

Hospitals and health care facilities should comply with all restriction imposed on residential and non-residential water customers as may be applicable to each individual institution, to the extent compliance will not endanger the health of the patients or residents of the institution.

Water Shortage Response Agreement
Kerr Lake Regional Water System

SECTION 6B. ENFORCEMENT OF WATER RATIONING

Each of three (3) members has primary responsibility for monitoring of compliance with the water-rationing measures. There are no enforcement provisions associated with this agreement.

SECTION 7. ENFORCEMENT

In order to effectuate compliance with this plan, enforcement of water conservation restrictions shall be the responsibility of each of the three (3) bulk customers. Each customer shall employ measures not limited to written notices, administrative and civil penalties, and service disruption.

SECTION 8. VARIANCE PROTOCOL

Kerr Lake Regional Water System understands that water restrictions can cause economic hardships on certain portions of their water customers: additionally, the restriction could be infeasible for others that have implemented water use reduction strategies into their daily practices prior to drought conditions being in place. Each of the three (3) bulk customers has the authority to consider variances for those showing proof of economic hardship, public health care facilities, or those that have previously implemented and documented water use reduction strategies such that achieving further water reduction goals may not be achievable. Each of the three (3) bulk customer shall adopt a protocol for accepting and ruling on a variance request. A copy of each variance request and decisions shall be forwarded to the governing body of the Kerr Lake Regional water System for record keeping.

SECTION 9. EFFECTIVENESS

The effectiveness of the Kerr Lake Regional Water System WSRP will be determined by comparing the stated water conservation goals with observed water use reduction data for each of the three (3) bulk customers. Data will be compared against the previous non-water restrictions year's data to determine effectiveness of its actions. Tracking will be conducted using a spreadsheet, updated monthly, which compares water use against the baseline time period seasonal data. Other factors to be considered include use of a shortage water rate structure, frequency of plan activation, notification procedures, any problem periods without activation, and total number of enforcement actions.

SECTION 10. REVISION PROTOCOL

This WSRP will be reviewed and revised as needed to adapt to new circumstances affecting water supply and demand, following implementation of emergency restrictions, and at a minimum of every five years in conjunction with the update in of the Local Water Supply Plans of each of the three (3) bulk customers. Further, the governing body of the Kerr Lake Regional Water System will review procedures following each emergency or rationing stage to recommend any necessary improvements to the plan. Each of the three (3) bulk customers shall also conduct a review of their plan and actions on this cycle and provide comments or suggestions to the Kerr Lake Regional Water System. If revisions are not recommended following a review, a memo will be filed documenting the effectiveness of the WSRP. The governing body of the Kerr Lake Regional Water System is responsible for initiating all subsequent revisions.

Page 6 of 11 Pages

Water Shortage Response Agreement
Kerr Lake Regional Water System

SECTION 11. EFFECTIVE DATE

This agreement shall take effect immediately upon adoption or passage by the governing body of the Kerr Lake Regional Water System.

SECTION 12. EFFECTIVE PERIOD

This agreement will remain in effect until terminated by action of the governing body of the Kerr Lake Regional Water System.

CITY OF HENDERSON

Date

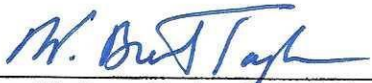


6/2/2023

Terrell Blackmon, Henderson City Manager

CITY OF OXFORD

Date



6/12/23

W. Brent Taylor, Oxford City Manager

WARREN COUNTY

Date



6/8/2023

Vincent Jones, County Manager

KERR LAKE REGIONAL WATER SYSTEM
WATER SHORTAGE RESPONSE AGREEMENT

CONSERVATION MEASURES

Direct users to adopt the following conservation measures:

INDOOR RESIDENTIAL USE:

CONSERVATION FOR VOLUNTARY AND MANDATORY CONSERVATION PHASES:

- Use dishwashers only when they are full. Washing dishes by hand (don't let the tap run!) Saves about 25 gallons.
- Adjust water level on clothes washing machines, if possible. Use full load only, if not adjustable.
- Turn off faucets while brushing teeth, etc. Saves about 5 gallons per day.
- Reduce water used per flush by installing toilet tank displacement inserts. A plastic jug may often be used as an alternative. DO NOT USE BRICKS – they disintegrate when soaked and the resulting grit hinders closing of the flap valve.
- Do not use the toilet as a trash can.
- Use sink and tub stoppers to avoid wasting water.
- Keep a bottle of chilled water in the refrigerator for drinking.
- Find and fix leaks in faucets and water-using appliances. Faucets can usually be fixed cheaply and quickly by replacing washers.
- Adapt plumbing with flow restricting or other water-saving devices. These are usually inexpensive and easy to install. See attached list of devices. (Need list.)
- Learn to read your water meter so you can judge how much water you use and what difference conservation makes.
- Take shorter showers and shallow baths. Saves about 25 gallons.
- Reduce the number of toilet flushes per day. Each flush uses about 5 gallons (2-3 if you have water saving toilets).
- Don't use a garbage disposal.
- Use non-phosphate detergent and save laundry water for lawns and plants.

Water Shortage Response Agreement
Kerr Lake Regional Water System

CONSERVATION FOR EMERGENCY CONSERVATION OR RATIONING PHASE (In addition to measures listed above).

- Turn off shower while soaping up.
- Use disposable eating utensils.

OUTDOOR RESIDENTIAL USE

CONSERVATION FOR NORMAL CONDITIONS AND VOLUNTARY CONSERVATION PHASE:

Lawns:

- Water before 10:00 a.m. to prevent evaporation that occurs during the hottest part of the day. Morning is better than evening, when the dampness encourages growth of fungus.
- Water only when lawn shows signs of wilt. Grass that springs back when stepped on does not need water.
- Water thoroughly, not frequently: long enough to soak roots. A light sprinkling evaporates quickly and encourages shallow root systems. Water slowly to avoid runoff.
- Don't let the sprinkler run any longer than necessary. In an hour, 600 gallons can be wasted.
- Allow maximum of one inch of water per week on your lawn. To measure, place cake tins outside to collect rain and water from sprinklers.
- Use pistol-grip nozzles on hoses to avoid waste when watering flowers and shrubs.
- Aerate lawns by punching holes 6 inches apart. This allows water to reach roots rather than run off surfaces.
- Position sprinklers to water the lawn, not the pavement.
- Avoid watering on windy days when the wind not only blows water off target, but also causes excess evaporation.
- Keep sprinkler heads clean to prevent uneven watering.
- Adjust hose to simulate gentle rain. Sprinklers that produce a fine mist waste water through evaporation.
- Know how to turn off an automatic sprinkler system in case of rain.
- Use an alarm clock or stove timer to remind you to shut off sprinklers that don't have timers.

Water Shortage Response Agreement
Kerr Lake Regional Water System

Vegetables and Flower Gardens:

- Water deeply, slowly and weekly. Most vegetables require moisture to a depth of 6 to 8 inches.
- Keep soil loose so water can penetrate easily.
- Keep weeds out to reduce competition for water.
- Put the water where you want it and avoid evaporation by using soil-soakers or slow running hoses, not sprinklers.

Trees and Shrubs:

- Water deeply using a soil-soaker or drip-irrigation.
- Water only when needed. Check the depth of soil dryness by digging with a trowel.
- Mulch to reduce evaporation. A 2" to 3" layer of wood chips, pine needles, grass clippings, or straw keeps the soil cool in summer.
- Dig troughs around plants to catch and retain water.
- Water trees growing in full sun more often than those in shade.
- Do not use sprinklers. Apply water directly at base.
- Do not fertilize during the summer. Fertilizing increases a plant's need for water.
- Postpone planting until fall or spring when there is generally less need for water.
- Install trickle-drip irrigation systems close to the roots of your plants. By dripping water slowly, the system doesn't spray water in to the air. Use soil probes for large trees.
- Water when cloudy, at night, or even when a light rain is falling.

OUTDOOR RESIDENTIAL USE CONSERVATION FOR VOLUNTARY CONSERVATION PHASE
(in addition to measures listed above).

- Do not allow children to play with hose or sprinklers.
- Limit car washing.
- Be ready to catch rainfall that occurs. Place containers under drain sprouts.
- Use leftover household water if available.
- Consider delaying the seeding or sodding of new lawns.
- Determine the amount of water being used outdoors by comparing water bills for summer and winter.

Water Shortage Response Agreement
Kerr Lake Regional Water System

CONSERVATION FOR MANDATORY CONSERVATION PHASE (In addition to measures listed above).

- Vegetable gardens and food trees should be given minimal amounts of water on an individual basis only.
- Do not water lawns and inedible plants.
- Do not use sprinklers.

Most outdoor watering is prohibited under Emergency Conservation conditions.

HOSPITAL AND HEALTH CARE FACILITY USE:

- Reduce laundry usage or services by changing the linens, etc. only when necessary to preserve the health of patients or residents.
- Use disposable food service items.
- Eliminate, postpone, or reduce, as they may be appropriate, elective surgical procedures during the period of emergency.

INDUSTRIAL USE

- Identify and repair all leaky fixtures and water-using equipment. Give special attention to equipment connected directly to waterlines, such as processing machines, steam-using machines, washing machines, water-cooled air conditioners, and furnaces.
- Assure that valves and solenoids that control water flows are shut off completely when the water-using cycle is not engaged.
- Adjust water-using equipment to use the minimum amount of water required to achieve its stated purpose.
- Shorten rinse cycles for laundry machines as much as possible; implement lower water levels wherever possible.
- For processing, cooling, and other uses, either re-use water or use water from sources that would not adversely affect public water supplies.
- Advise employees, students, patients, customers, and other users not to flush toilets after every use. Install toilet tank displacement inserts; place flow restrictors in showerheads and faucets; close down automatic flushes overnight.
- Install automatic flushing valves to use as little water as possible or to cycle at longer intervals.
- Place water-saving posters and literature where employees, students, patients, customers', etc. will have access to them.
- Check meters on a frequent basis to determine consumptive patterns.
- Review usage patterns to see where other savings can be made.

Resolution Approving Water Shortage Response Plan

WHEREAS, North Carolina General Statute 143-355 (l) requires that each unit of local government that provides public water service and each large community water system shall develop and implement water conservation measures to respond to drought or other water shortage conditions as set out in a Water Shortage Response Plan and submitted to the Department for review and approval; and

WHEREAS, as required by the statute and in the interests of sound local planning, a Water Shortage Response Plan for the Town of Warrenton, has been developed and submitted to the for approval; and

WHEREAS, the Board of Commissioners finds that the Water Shortage Response Plan is in accordance with the provisions of North Carolina General Statute 143-355 (l) and that it will provide appropriate guidance for the future management of water supplies for the Town of Warrenton as well as useful information to the Department of Environment and Natural Resources for the development of a state water supply plan as required by statute;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Town of Warrenton that the Water Shortage Response Plan entitled, Town of Warrenton Water Shortage Response Plan dated December 11, 2023, is hereby approved and shall be submitted to the Department of Environment and Natural Resources, Division of Water Resources; and

BE IT FURTHER RESOLVED that the Board of Commissioners intends that this plan shall be revised to reflect changes in relevant data and projections at least once every five years or as otherwise requested by the Department, in accordance with the statute and sound planning practice.

This the _____ day of _____, 20_____.

TOWN OF WARRENTON

Walter M. Gardner, Jr., Mayor

ATTEST:

Robert Davie, Town Administrator



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

APPLICATION FOR ZONING SPECIAL USE PERMIT

* \$200 processing fee is required *

Date: 11.12.23

Name of Applicant: dian sourellis Telephone No. 713.848.3400

Address: 105 halifax Warrenton NC 27589

Owner: same Telephone No. _____

Address: _____

Current Zoning: Residential Tax Number of Parcel: E 6 B 555

Location of Land for which the Special Use is being requested:

see above

Specific Zoning ordinance for which the variance is being requested:

Special Use Request: short term rental of single bedroom
in existing home

Use of each adjacent property: n/a

* Attach additional pages as necessary *

All applicable specific conditions pertaining to the proposed use have been or will be satisfied;

yes

Access roads or entrance and exit drives are or will be sufficient in size and properly located to ensure automotive and pedestrian safety and convenience, traffic flow, and control and access in case of fire or other emergency;

yes

Off-street parking, loading, refuse, and other service areas are located so as to be safe, convenient, allow for access in case of emergency, and to minimize economic, glare, odor, and other impacts on adjoining properties and properties in the general neighborhood;

yes

Utilities, schools, fire, police, and other necessary public and private facilities and services will be adequate to handle the proposed use;

yes

The location and arrangement of the use on the site, screening, buffering, landscaping, and pedestrian ways harmonize with adjoining properties and the general area and minimize adverse impacts;

yes

The type, size, and intensity of the proposed use, including such considerations as the hours of operation and number of people who are likely to utilize or be attracted to the use, will not have significant adverse impacts on adjoining properties or the neighborhood.

yes, no impact

The use or development is located, designed, and proposed to be operated so as to maintain or enhance the value of contiguous property, or that the use or development is a public necessity; and

yes

* Attach additional pages as necessary *

The use will not be a detriment or deterrent to economic development;

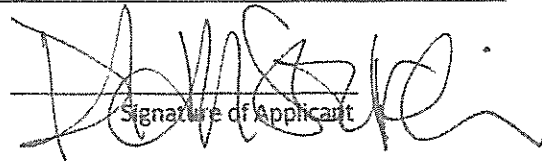
correct

The use will be in harmony with the existing development and uses within the area in which it is to be located.

yes

The use or development conforms to the general plans for the physical development of the Town and is consistent with any Town Comprehensive Plan.

yes


Signature of Applicant

For Town Staff Use Only

Fee Paid: \$ _____ (\$200.00)

Public Hearing Held on _____ At: _____

Board of Commissioners meeting held on _____ At _____

Approved: _____ Denied: _____

Explanation: _____

Date: _____

Robert F. Davie, Jr.
Town Administrator

Town of
Warrenton

NORTH CAROLINA

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

APPLICATION FOR ZONING SPECIAL USE PERMIT

* \$200 processing fee is required *

Date: 11-13-2023

Name of Applicant: Bebbie Widmann Telephone No. 914 656-3012

Address: 327 N MAIN ST.

Owner: D. Widmann & P. Holloway Telephone No. _____

Address: _____

Current Zoning: Residential Tax Number of Parcel: ESD106, plat book # page 00373/0005

Location of Land for which the Special Use is being requested:

SEE ABOVE ADDRESS

Specific Zoning ordinance for which the variance is being requested:

Special Use Request: SHORT TERM Rental OF
BEDROOM IN OUR current home.

Use of each adjacent property: _____

* Attach additional pages as necessary *

All applicable specific conditions pertaining to the proposed use have been or will be satisfied;

YES

Access roads or entrance and exit drives are or will be sufficient in size and properly located to ensure automotive and pedestrian safety and convenience, traffic flow, and control and access in case of fire or other emergency;

YES

Off-street parking, loading, refuse, and other service areas are located so as to be safe, convenient, allow for access in case of emergency, and to minimize economic, glare, odor, and other impacts on adjoining properties and properties in the general neighborhood;

YES

Utilities, schools, fire, police, and other necessary public and private facilities and services will be adequate to handle the proposed use;

YES

The location and arrangement of the use on the site, screening, buffering, landscaping, and pedestrian ways harmonize with adjoining properties and the general area and minimize adverse impacts;

YES

The type, size, and intensity of the proposed use, including such considerations as the hours of operation and number of people who are likely to utilize or be attracted to the use, will not have significant adverse impacts on adjoining properties or the neighborhood.

YES ~ WITH ZERO IMPACT

The use or development is located, designed, and proposed to be operated so as to maintain or enhance the value of contiguous property, or that the use or development is a public necessity; and

YES

* Attach additional pages as necessary *

The use will not be a detriment or deterrent to economic development;

IT WILL NOT BE A DETRIMENT ~ HOPEFULLY
HELP THE TOWN.

The use will be in harmony with the existing development and uses within the area in which it is to be located.

YES

The use or development conforms to the general plans for the physical development of the Town and is consistent with any Town Comprehensive Plan.

YES


Signature of Applicant

For Town Staff Use Only

Fee Paid: \$ _____ (\$200.00)

Public Hearing Held on _____ At: _____

Board of Commissioners meeting held on _____ At: _____

Approved: _____ Denied: _____

Explanation: _____

Date: _____

Robert F. Davie, Jr.
Town Administrator

