



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
6:45 Public Hearing for Installment Agreement
7:00 PM July 10, 2023
AGENDA

Public Hearing

Regular Meeting

1. Call to Order, Pledge of Allegiance and Moment of Silence
2. Conflict of Interest Statement, Proposed Agenda
3. Public Comments
4. Minutes of Board Meeting on June 15, 2023, Minutes of Public Hearing on June 15, 2023
5. Consent Agenda
 - a. Year-to-Date Revenue and Expenditure Reports (Budget vs. Actual)
 - b. Monthly Checks Report
 - c. Public Works Monthly Report
 - d. WWTP Monthly Report
 - e. Police Activity Reports
 - f. Action Items from April BOC Meeting
6. Committee Reports
 - a. Finance and Administration (Ms. Hunter)
 - i. End of Year Financial Update – for information
 - b. Public Works (Mr. Fleming)
 - c. Public Safety (Mr. Ayscue)
 - d. Human Resources/Information Technology (Mr. Blalock)
 - e. Revitalization/Historic District Commission (Mr. Coffman)
 - f. Beautification/Facilities (Ms. Britt)
 - g. Planning/Zoning/Annexation (Mr. Young)
7. Old Business
 - a. Status of Grants – for information
 - b. Resolution for Proposed Parking Lot – for consideration
 - c. Resolution for Installment Purchase Agreement – for discussion and consideration
 - d. Parking Lot Project Fund Appropriation – for discussion and consideration
8. New Business
 - a. Police Department Fees for Parades – for discussion and consideration
 - b. HVAC Maintenance Agreement – for consideration
 - c. Local Water Supply Plan – for discussion and consideration
 - d. Budget Amendment #1 Closing Out Police Eq. Grant – for consideration
9. Announcements
10. Adjournment

PUBLIC HEARING

The Board of Commissioners of the Town of Warrenton is currently seeking construction of a parking lot along S. Front Street in Warrenton. The proposed municipal parking project will include construction of twenty-five to thirty parking spaces, curb and gutter, lighting, and landscaping at an estimated cost of \$125,000. The Town of Warrenton intends to enter into an installment purchase agreement, which is necessary to pay for the cost of this project. Pursuant to GS 160A-20, a public hearing on the municipal parking project and installment purchase agreement has been scheduled for Monday, July 10, 2023, at 6:45 PM at the Warrenton Town Hall.

WOMACK PUBLISHING
PO BOX 530
CHATHAM VA 24531
(434)432-1654ext

ORDER CONFIRMATION

Salesperson: Not Applicable

Printed at 06/26/23 16:43 by mmose-wp

Acct #: 7480

Ad #: 54909

Status: New WHOLD

TOWN OF WARRENTON
PO BOX 281
WARRENTON NC 27589

Start: 06/28/2023 Stop: 06/28/2023
Times Ord: 1 Times Run: ***
STD 2.00 X 3.08 Words: 106
Total STD 6.16
Class: 380 Public Notice
Rate: CL Cost: 66.05

Contact:

Ad Descrpt: PUBLIC HEARING

Phone: (252)257-1122

Given by: *

Fax#:

P.O. #:

Email:

Created: mmose 06/26/23 16:39

Agency:

Last Changed: mmose 06/26/23 16:43

PUB	ZONE	EDT	TP	START	INS	STOP	SMTWTFS
WR	A	99	W	Wed 06/28/23	1	Wed 06/28/23	W

AUTHORIZATION

Under this agreement rates are subject to change with 30 days notice. In the event of a cancellation before schedule completion, I understand that the rate charged will be based upon the rate for the number of insertions used.

Name (print or type)

Name (signature)

PUBLIC HEARING

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The proposed municipal parking project will include construction of twenty-five to thirty parking spaces, curb and gutter, lighting, and landscaping at an estimated cost of \$125,000. The Town of Warrenton intends to enter into an installment purchase agreement, which is necessary to pay for the cost of this project. Pursuant to GS 160A-20, a public hearing on the municipal parking project and installment purchase agreement has been scheduled for Monday, July 10, 2023, at 6:45 PM at the Warrenton Town Hall.



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PUBLIC HEARING
FY 2023/2024 Proposed Budget
June 15, 2023
6:45 PM

Mayor Gardner called to order the Public Hearing of the Town of Warrenton Board of Commissioners on Thursday, June 15, 2023, at 6:45 p.m. The purpose of the public hearing is to receive comments on the proposed FY 2023/2024 Budget. Those attending were Mayor Walter Gardner, Town Administrator, Robert Davie, Commissioners Mary Hunter, Aaron Ayscue, John Blalock, Margaret Britt, Michael Coffman, Jason Young, and Chief Goble Lane.

Mayor Gardner asked for public comments.

There were no public comments.

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



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BOARD OF COMMISSIONERS REGULAR MONTHLY MEETING

June 15, 2023

7:00 P.M.

Minutes

Those in attendance were:

Mayor Walter Gardner	Commissioner Mary Hunter
Commissioner John Blalock	Commissioner Jason Young
Commissioner Michael Coffman	Commissioner Aaron Ayscue
Commissioner Margaret Britt	
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 Thursday, June 15, 2023 at 7:00 p.m. A Moment of Silence was held for all who are sick, suffering, and in need. The Pledge of Allegiance was led by Commissioner Blalock.

Conflict of Interest Statement and Proposed Agenda

The Conflict-of-Interest statement was reviewed. The Proposed Agenda was presented. Mayor Gardner requested the following addition to the proposed agenda:

New Business

(c) Budget Amendment #19 – for consideration

Commissioner Coffman made a motion to approve the proposed agenda with the requested addition, with a second by Commissioner Hunter. The motion was approved by unanimous vote.

Public Comments

There were none.

Minutes

The minutes of the May 8, 2023, meeting and May 31, 2023 Budget Work Session were presented. Commissioner Coffman made a motion to approve the minutes as presented, with a second by Commissioner Britt. The motion was approved by unanimous vote.

Consent Agenda

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

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

Committee Reports

- (a) Finance and Administration –Commissioner Hunter turned the budget presentation over to Town Administrator, Robert Davie. Mr. Davie presented the proposed FY 2023-2024 Budget with the following changes resulting from the Budget Work Session:

- Recalculated Ad Valorem Tax Revenue for General Fund based on 70 cents
- Recalculated Revenue for W/S Fund to include part-time to full-time position
- ARP Funding for soffits at Town Hall not included in the General Fund, as it will be paid directly out of ARP Grant Project Fund.
- Added language for tap fees.
- Added \$400 to IT lines in General Fund
- Police Department special fees and language added (example: for parades)
- Added in anticipation of Dameron Building coming online in 2023.
- C9: Occupancy fee water/sewer (22 units – apt. bldg. intown) \$825.00

Commissioner Hunter made a motion to approve the FY 2023/2024 Budget Ordinance as presented, with a second by Commissioner Blalock. The motion was approved by unanimous vote. Commissioner Blalock made a motion to approve the proposed Fee Schedule included in the FY 2023/2023 Budget, with a second by Commissioner Hunter. The motion was approved by unanimous vote.

Town Administrator, Robert Davie presented an increase in Water/Sewer deposits for new accounts without a social security number. If no social security number is provided, the rate for in-town deposits will increase from \$150 to \$300 and out-of-town deposits from \$200 to \$400. Mr. Davie requested that the rate change be effective as of 6/15/23. Commissioner Blalock made a motion to approve the rate increase as requested to be effective 6/15/23, with a second by Commissioner Hunter. The motion was approved by unanimous vote.

- (b) Public Works – Commissioner Fleming was not in attendance. Public Works Director, Bill Perkinson, had no additional report other than agenda items.

- (c) Public Safety – Commissioner Ayscue had no additional report other than agenda items. He commended Chief Lane and the Warrenton Police Department for the cooperation he has witnessed with the Warren County Sheriff’s Department.
- (d) Human Resources – Information Technology – Commissioner Blalock had no additional report other than agenda items.
- (e) Revitalization/Historic District Commission – Commissioner Coffman stated that the Historic District Commission had no applications for Certificate of Appropriateness in May. He further stated that the Revitalization Promotions Sub-committee has started Movie Night on the Courthouse Square every 2nd Saturday through September. The first movie night was held on June 8, 2023 with a turnout of 40 to 50 people.
- (f) Beautification/Facilities – Commissioner Britt had no additional report other than agenda items.
- (g) Planning/Zoning/Annexation – Commissioner Young had no additional report other than agenda items.

Old Business

(a) Status of Grants

Fund 55 – NC DEQ Water Infrastructure WWTP – \$2,100,000 to rehab most severe area of WWTP. Grant being closed out.

Fund 72 – NC Main Street Solutions Warrenton Brewery Grant – \$100,000 grant with 2 to 1 match. This grant is to help renovate 120 S. Main Street for a Brewery and Meadery. Final closeout documents received from NC Commerce. Final annual report due July 2023.

Fund 67 – NC Neighborhood Revitalization Program – 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. Second house delivery scheduled. Third house being constructed offsite.

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

Fund 69 – Volkswagen Settlement Grant – Town awarded \$218,000 for new garbage and dump trucks. Received final reimbursement from State on dump truck. Grant being closed out.

Fund 71 – Brownfield Grant – This \$300,000 grant will be used to analyze the environmental issues with multiple properties in Warrenton. Phase I and Phase II are being conducted for several properties.

Grant Applications Pending:

- FEMA Hazard Mitigation grant – for berm to prevent flooding at WWTP.
- NCDEQ Stormwater AIA – for evaluating stormwater issues.
- NCDEQ – for up to \$500,000 in grant funding for WWTP.
- Golden Leaf Foundation – funding of stormwater issue along N. Main, N. Front and Brehon Street up to \$250,000.

- (b) Update on Parking Lot and Soffit Projects – for information** - Town Administrator, Robert Davie informed the board that after speaking with the Local Government Commission, two quotes were obtained for a 10-year fixed rate loan of \$125,000 for the parking lot, with First Citizen’s Bank submitting the lowest interest rate of 5%.

Commissioner Coffman questioned whether the USDA had been contacted. Mr. Davie stated that the USDA requires an environmental assessment making a loan from them too costly. Commissioner Blalock made a motion to proceed with the loan from First Citizen's Bank with a second by Commissioner Young. The motion was approved by unanimous vote.

New Business

- (a) **Resolution Opposing NC Senate Bill 675 – for consideration** - Town Administrator, Robert Davie presented the resolution opposing NC Senate Bill 675 which seeks to eliminate municipal responsibility for Extra Territorial Jurisdiction. Commissioner Blalock made a motion to approve the resolution, with a second by Commissioner Britt. The motion was approved by unanimous vote.
- (b) **Budget Amendment #18 for Computer Server** - Town Administrator, Robert Davie presented budget amendment #18 to use fund balance to purchase a new server per board direction. Commissioner Blalock made a motion to approve the budget amendment as presented, with a second by Commissioner Young. The motion was approved by unanimous vote.
- (c) **Budget Amendment #19 for Police Department - Salaries** – Town Administrator, Robert Davie presented budget amendment #19 to cover a potential overage in the Police Department full-time salary line. Commissioner Blalock made a motion to approve the budget amendment as presented, with a second by Commissioner Young. The motion was approved by unanimous vote.

Announcements - Town Administration, Robert Davie informed the Board that Scott Levitan, President and CEO of Research Triangle Park would be in town on Monday, June 19, 2023 at 11:00 a.m. for a tour of Frontier Warren.

With no further business, the meeting was adjourned.

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**

Budget vs Actual

Town of Warrenton
7/5/2023 12:00:26 PM

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Period Ending 6/30/2023

34 FRONTIER WARREN								
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent	
Revenues								
34-335-341 NC IDEA Grant Revenue	5,000	0.00	0.00	0.00	0.00	(5,000.00)		
34-335-344 Contribution from WC to Frontier Warren	10,000	0.00	0.00	0.00	0.00	(10,000.00)		
34-351-362 Frontier Warren Events	500	0.00	0.00	0.00	225.00	(275.00)	45%	
34-351-422 Rent Paid to Town Frontier Warren	42,320	0.00	1,940.00	6,790.00	26,430.00	(15,890.00)	62%	
34-352-363 Donations	0	0.00	0.00	0.00	80.00	80.00		
Revenues Totals:	57,820	0.00	1,940.00	6,790.00	26,735.00	(31,085.00)	46%	
Expenses								
34-405-203 Supplies	900	0.00	199.99	362.78	483.96	416.04	54%	
34-405-250 Lights/Heat/Security	4,572	360.78	365.73	912.56	4,211.34	0.00	100%	
34-405-251 Telephone/Internet	3,878	0.00	306.94	920.82	3,878.28	0.03	100%	
34-405-255 Bldg Maint/Clean Srvs	5,500	0.00	2,340.00	2,475.00	4,125.00	1,374.57	75%	
34-405-309 Advertising	1,000	0.00	0.00	0.00	0.00	1,000.00		
34-405-332 Signs below \$5,000	500	0.00	0.00	0.00	0.00	500.00		
34-405-400 Liability Insurance	170	0.00	37.50	37.50	155.00	15.00	91%	
34-405-422 Rent Paid by Town	36,000	0.00	0.00	6,000.00	36,000.00	0.00	100%	
34-405-499 Miscellaneous	300	0.00	0.00	0.00	0.00	300.00		
Non-Departmental Totals:	52,820	360.78	3,250.16	10,708.66	48,853.58	3,605.64	93%	
34-431-700 NC IDEA Grant Expense	5,000	0.00	0.00	0.00	0.00	5,000.00		
Totals:	5,000	0.00	0.00	0.00	0.00	5,000.00		
Expenses Totals:	57,820	360.78	3,250.16	10,708.66	48,853.58	8,605.64	85%	
34 FRONTIER WARREN Revenues Over/(Under) Expenses:			(1,310.16)	(3,918.66)	(22,118.58)			

Budget vs Actual

Town of Warrenton
7/5/2023 12:00:26 PM

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Period Ending 6/30/2023

37 GENERAL FUND							
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
Revenues							
37-302-301 Ad Valorem Taxes - Current	424,000	0.00	0.00	5,546.95	405,211.97	(18,788.03)	96%
37-302-302 Ad Valorem Taxes - Prior Year	8,500	0.00	168.68	848.46	3,769.71	(4,730.29)	44%
37-302-303 Ad Valorem Taxes - all other prior years	8,500	0.00	1,863.29	2,334.67	4,856.60	(3,643.40)	57%
37-302-304 Ad Valorem Taxes - Penalties & Interest	3,300	0.00	145.96	522.01	2,300.42	(999.58)	70%
37-307-310 Motor Vehicles - Current	41,000	0.00	3,582.05	11,075.63	40,655.58	(344.42)	99%
37-320-320 Local Option Sales Tax Monthly	340,000	0.00	31,763.00	84,941.49	270,060.85	(69,939.15)	79%
37-320-321 Annual Refund of Sales Tax the Town paid	33,500	0.00	0.00	0.00	22,519.79	(10,980.21)	67%
37-325-325 Utility Franchise Tax Quarterly	86,000	0.00	26,588.67	26,588.67	68,923.41	(17,076.59)	80%
37-325-326 Beer & Wine Tax Annual	3,600	0.00	0.00	3,875.15	3,875.15	275.15	108%
37-325-328 Refund of Gas Tax paid monthly	1,000	0.00	153.90	257.58	1,089.45	89.45	109%
37-325-329 PD Narcotics Tax	100	0.00	0.00	253.75	253.75	153.75	254%
37-325-330 Solid Waste Disposal Tax Qrly	600	0.00	0.00	163.53	665.99	65.99	111%
37-335-335 Powell Bill	24,888	0.00	0.00	0.00	29,013.37	4,125.37	117%
37-345-345 Zone Board of Adj	400	0.00	0.00	0.00	1,800.00	1,400.00	450%
37-345-346 Code Enforcement	2,750	0.00	200.00	600.00	2,500.00	(250.00)	91%
37-351-350 Run Warrenton 5K	2,500	0.00	0.00	0.00	0.00	(2,500.00)	
37-351-353 Landfill Fees Residential	185,088	0.00	15,401.51	46,315.13	185,761.71	673.71	100%
37-351-355 Cemetery Fees	700	0.00	0.00	0.00	0.00	(700.00)	
37-351-356 Police Rpt Fees	50	0.00	0.00	5.00	90.00	40.00	180%
37-351-357 Court Fees	300	0.00	36.00	126.00	292.50	(7.50)	98%
37-351-360 Cell Tower Rent	62,340	0.00	2,695.00	8,085.00	32,340.00	(30,000.00)	52%
37-351-361 Parking/Ordinance Collections PD	250	0.00	0.00	0.00	680.00	430.00	272%
37-351-401 Debt Setoff Landfill	100	0.00	0.00	36.12	115.85	15.85	116%
37-351-601 Debt Setoff Fire Inspection	0	0.00	0.00	79.00	79.00	79.00	
37-365-001 Interest Income	50	0.00	1.36	4.22	53.67	3.67	107%

Budget vs Actual

Town of Warrenton
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Period Ending 6/30/2023

37 GENERAL FUND							
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
37-365-002 NCCMT Debt Setoff Disbursement	0	0.00	0.00	0.00	(143.05)	(143.05)	
37-365-351 Revitalization Comm	9,500	0.00	500.00	980.00	5,030.00	(4,470.00)	53%
37-365-358 Branded Merchandise for Sale	40	0.00	0.00	0.00	30.00	(10.00)	75%
37-365-370 WWTP 25% of GF Exp	56,781	0.00	0.00	9,232.25	52,734.37	(4,046.63)	93%
37-365-371 WS 25% of GF Exp	105,308	0.00	0.00	15,437.05	98,640.97	(6,667.03)	94%
37-365-373 Insurance Proceeds - Police	1,451	0.00	0.00	0.00	1,450.73	(0.27)	100%
37-365-410 Interest Investment NCCMT	50	0.00	0.00	4,323.63	17,298.74	17,248.74	34597%
37-365-501 Misc Revenue POLICE	0	0.00	0.00	9.00	509.00	509.00	
37-381-070 Transfer in from ARP Grant	4,911	0.00	0.00	0.00	4,911.00	0.00	100%
37-381-074 Transfer In from Rural Transformation Grant	24,825	0.00	0.00	0.00	0.00	(24,825.00)	
37-395-396 Apropiated Fund Balance (Budget Only)	128,704	0.00	0.00	0.00	0.00	(128,704.00)	
Revenues Totals:	1,561,086	0.00	83,099.42	221,640.29	1,257,370.53	(303,715.47)	81%
Expenses							
37-401-010 Salary - Full Time	170,397	0.00	13,288.66	39,865.98	165,827.92	4,569.08	97%
37-401-012 Salary - Adm Assistant	51,530	0.00	3,907.20	11,721.60	51,343.60	186.40	100%
37-401-020 ER-FICA Taxes	12,686	0.00	1,015.98	3,047.94	12,678.02	7.98	100%
37-401-021 ER-FICA Taxes - Adm Assistant	3,928	0.00	298.30	894.90	3,919.98	8.02	100%
37-401-030 ER-Retirement - Orbit	41,917	0.00	3,258.62	9,775.86	41,025.09	891.91	98%
37-401-040 ER-Health Insurance	29,880	0.00	120.00	5,066.16	29,759.55	120.00	100%
37-401-050 ER-Life Insurance	576	0.00	0.00	96.00	576.00	0.00	100%
37-401-060 ER-Workman's Comp	400	0.00	0.00	0.00	347.97	52.03	87%
37-401-200 Travel Expense	1,100	0.00	0.00	93.67	279.05	820.95	25%
37-401-203 Supplies	5,000	242.00	477.68	1,111.90	3,863.25	894.75	82%
37-401-250 Light, Heat & Security	8,585	217.94	1,110.21	1,847.21	7,248.21	1,119.32	87%
37-401-251 Telephone & Postage	3,000	21.63	280.15	735.27	2,826.43	151.94	95%
37-401-255 Bldg. Maint/ Clean SVS	7,371	1,104.53	780.00	1,251.33	6,070.07	196.60	97%

Budget vs Actual

Town of Warrenton
7/5/2023 12:00:26 PM

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Period Ending 6/30/2023

37 GENERAL FUND							
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
37-401-256 Bank Fees/ Petty Cash	3,600	0.00	375.00	875.00	3,525.00	75.00	98%
37-401-301 Computer Maint	3,600	0.00	220.25	953.25	2,967.25	632.75	82%
37-401-302 Software Support	3,300	9.98	72.97	290.79	2,704.15	585.87	82%
37-401-304 Website	2,775	0.00	300.00	300.00	712.50	2,062.50	26%
37-401-306 Awning 25% Fund	500	0.00	0.00	0.00	0.00	500.00	
37-401-307 Special Events	737	0.00	0.00	75.00	736.99	0.02	100%
37-401-309 Advertising	4,483	0.00	0.00	0.00	4,389.07	93.43	98%
37-401-310 Dues & Subscriptions	3,000	0.00	0.00	136.00	2,910.00	90.00	97%
37-401-325 NC Sales/Use Tax Paid (No Tax)	700	0.00	0.00	23.82	310.49	389.51	44%
37-401-400 Liability Insurance	7,095	0.00	942.38	942.38	6,893.37	201.63	97%
37-401-401 County Tax Collection Svs	8,000	0.00	37.35	228.88	6,601.14	1,398.86	83%
37-401-405 Audit Expense	10,667	0.00	0.00	0.00	10,666.66	0.34	100%
37-401-415 Economic Development	250	0.00	(52,026.00)	(52,026.00)	250.00	0.00	100%
37-401-420 Attorney Fees	3,500	0.00	1,726.00	1,726.00	2,926.00	574.00	84%
37-401-497 Sales & Uses Tax Expense	0	0.00	0.00	5,261.26	25,332.36	(25,332.36)	
37-401-499 Miscellaneous Expense	1,617	0.00	0.00	0.00	1,587.28	29.71	98%
37-401-500 Capital Outlay \$5000 and Above	66,241	12,240.94	54,000.00	54,000.00	54,000.00	0.06	100%
37-401-801 Town Hall Roof Loan-Principal	5,554	0.00	462.89	1,388.67	5,485.02	68.98	99%
37-401-831 Town Hall Roof Loan - Interest Admin	338	0.00	9.37	28.11	182.10	155.90	54%
37-401-998 Contingency	1,272	0.00	0.00	0.00	0.00	1,272.28	
General Government Totals:	463,599	13,837.02	30,657.01	89,710.98	457,944.52	(8,182.54)	102%
37-402-014 Mayor Part Time Salary	1,500	0.00	125.00	375.00	1,500.00	0.00	100%
37-402-020 ER - FICA TAXES	115	0.00	9.56	28.68	114.72	0.28	100%
37-402-200 Travel Expense	200	0.00	0.00	0.00	87.29	112.71	44%
37-402-295 Training	75	0.00	0.00	0.00	0.00	75.00	
37-402-402 Commission offsite meetings	500	150.00	0.00	0.00	350.00	0.00	100%
Governing Body Totals:	2,390	150.00	134.56	403.68	2,052.01	187.99	92%
37-405-345 Zoning/Ordinances	10,035	0.00	0.00	0.00	9,999.12	35.88	100%

Budget vs Actual

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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	
37-405-430 Historic District Comm	361	0.00	0.00	0.00	0.00	361.00	
37-405-440 Run Warrenton 5K	2,500	0.00	0.00	0.00	0.00	2,500.00	
37-405-450 Revitalization Comm	7,717	131.76	129.86	1,459.86	3,217.99	4,367.28	43%
37-405-470 Small Town Maint St	3,983	0.00	0.00	1,778.87	3,982.97	0.00	100%
Non-Departmental Totals:	25,096	131.76	129.86	3,238.73	17,200.08	7,764.16	69%
37-501-010 SALARY FULL TIME	233,911	0.00	13,222.98	50,153.74	229,320.72	4,590.28	98%
37-501-014 Salary - Part Time	42,243	0.00	4,370.00	10,790.00	42,162.42	80.58	100%
37-501-016 Salary - Admin Assistant	40,673	0.00	3,086.40	9,259.20	40,673.20	0.00	100%
37-501-019 Salary - Over-Time	13,069	0.00	717.32	4,228.66	12,662.02	406.98	97%
37-501-020 ER-FICA Taxes	24,655	0.00	1,626.98	5,652.92	24,654.72	0.28	100%
37-501-030 ER - Retirement Orbit	54,757	0.00	3,357.60	12,571.29	53,721.95	1,035.05	98%
37-501-031 ER - 401K 5%	13,191	0.00	697.02	2,719.13	12,099.14	1,091.86	92%
37-501-040 ER - Health Insurance	34,771	0.00	0.00	4,946.27	30,314.09	4,456.71	87%
37-501-050 ER - Life Insurance	1,186	0.00	0.00	176.00	1,120.00	66.00	94%
37-501-060 ER - Workman's Comp	4,692	0.00	0.00	0.00	4,209.57	482.43	90%
37-501-200 Travel Expense	824	0.00	0.00	166.60	166.60	657.40	20%
37-501-203 Supplies	4,600	136.20	229.13	833.93	3,662.80	801.00	83%
37-501-204 Uniforms	5,070	140.00	47.49	329.30	3,843.51	1,086.49	79%
37-501-205 Equipment & Material	3,500	0.00	197.62	439.67	3,206.40	293.60	92%
37-501-250 Light, Heat & Security	7,508	321.31	906.21	1,326.64	5,785.41	1,401.28	81%
37-501-251 Telephone & Postage	10,770	29.23	1,579.37	3,247.11	9,345.08	1,395.69	87%
37-501-252 Fuel	23,633	0.00	2,248.63	6,528.18	23,632.18	0.82	100%
37-501-255 Bldg Maint/Clean Svs	7,204	1,104.53	780.00	1,251.33	5,806.40	293.07	96%
37-501-295 Training	2,000	0.00	23.83	69.74	1,443.21	556.79	72%
37-501-301 Computer Maint	5,564	0.00	404.50	1,713.00	5,292.51	270.99	95%
37-501-302 Software Support	7,268	527.04	0.00	500.00	6,605.29	135.67	98%
37-501-351 Maint & Repair Equip	9,435	2,118.12	0.00	2,331.84	7,074.00	242.88	97%
37-501-370 2019 Dodge Car 100	2,000	576.40	164.06	509.12	1,365.59	58.01	97%

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37 GENERAL FUND								
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent	
37-501-371 2017 Dodge Car 200	3,697	0.00	0.00	114.48	2,886.74	810.26	78%	
37-501-372 2016 Dodge Car 300	1,900	841.94	0.00	0.00	801.46	256.60	86%	
37-501-373 2017 Dodge Car 400	7,673	500.26	285.26	2,499.76	6,923.67	249.07	97%	
37-501-374 2010 Ford Car 500	1,500	240.33	0.00	127.71	1,035.33	224.34	85%	
37-501-375 2008 Ford Car 600	1,500	0.00	0.00	0.00	1,178.54	321.46	79%	
37-501-376 2019 Dodge Car 700	2,885	201.66	0.00	743.10	2,487.56	195.78	93%	
37-501-377 2023 Dodge Car 125	1,000	0.00	1,000.00	1,000.00	1,000.00	0.00	100%	
37-501-400 Liability Insurance	16,952	0.00	2,723.24	2,723.24	15,472.86	1,479.14	91%	
37-501-415 Police Shots Medical	1,000	0.00	0.00	770.00	815.00	185.00	82%	
37-501-433 COP Program	500	0.00	0.00	0.00	500.00	0.00	100%	
37-501-436 PD Narcotics Tax/Proceeds	142	0.00	0.00	0.00	141.89	0.11	100%	
37-501-499 Miscellaneous	4,589	0.00	30.00	128.47	3,837.07	751.43	84%	
37-501-801 Town Hall Roof Loan Principal	5,485	0.00	462.89	1,388.67	5,485.02	0.00	100%	
37-501-802 Police 2017 Cars Loan Principal (USDA)	4,343	0.00	0.00	0.00	4,342.69	0.31	100%	
37-501-803 Police Security Camera Loan Principal (USDA)	1,272	0.00	0.00	0.00	1,271.97	0.03	100%	
37-501-804 Police 2019 Cars Loan Principal (USDA)	4,681	0.00	0.00	0.00	4,680.60	0.40	100%	
37-501-831 Town Hall Roof Loan - Interest PD	183	0.00	9.37	28.11	182.10	0.85	100%	
37-501-832 Police 2017 Cars Loan Interest (USDA)	438	0.00	0.00	0.00	437.31	0.69	100%	
37-501-833 Police Security Camera Loan Interest (USDA)	61	0.00	0.00	0.00	61.03	0.00	100%	
37-501-834 Police 2019 Cars Loan Interest (USDA)	746	0.00	0.00	0.00	745.40	0.60	100%	
Police Department Totals:	613,070	6,737.02	38,169.90	129,267.21	582,453.05	23,879.93	96%	
37-601-014 Salary - Part Time Code Enforcement	3,776	0.00	321.30	734.40	3,776.32	0.00	100%	
37-601-020 ER-FICA Taxes	239	0.00	24.58	56.19	238.51	0.00	100%	

Budget vs Actual

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37 GENERAL FUND							
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
37-601-252 Fuel/Truck Expense/Insurance	144	0.00	0.00	0.00	0.00	144.38	
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	17,499.99	69,999.96	0.04	100%
37-601-475 Donation to Town Fire	598	0.00	0.00	0.00	0.00	597.79	
37-601-476 Code Enforcement Exp	708	0.00	0.00	0.00	0.00	708.00	
37-601-710 Fire Museum Expense	19,984	0.00	0.00	0.00	19,984.00	0.00	100%
Fire Totals:	95,649	0.00	6,179.21	18,290.58	93,998.79	1,650.21	98%
37-651-330 Christmas Lights/Santa House	1,731	0.00	0.00	0.00	1,730.02	0.98	100%
37-651-331 Haley Haywood Park	226	0.00	0.00	0.00	121.00	105.00	54%
37-651-332 Signs below \$5,000	2,496	0.00	0.00	825.68	2,495.22	0.78	100%
37-651-333 Street Beautification - Below \$5,000	4,425	0.00	0.00	931.38	3,362.63	1,062.37	76%
37-651-335 Street Lighting Electric Bill	23,637	0.00	2,052.60	6,139.78	23,636.71	0.29	100%
Signs and Lights Totals:	32,515	0.00	2,052.60	7,896.84	31,345.58	1,169.42	96%
37-701-010 Salary - Full Time	54,522	0.00	3,560.35	10,438.17	54,521.29	0.71	100%
37-701-014 Salary - Part Time	15,765	0.00	1,173.10	3,576.49	14,780.83	984.17	94%
37-701-019 Over-Time	1,299	0.00	0.00	0.00	0.00	1,299.00	
37-701-020 ER-FICA Taxes	5,770	0.00	360.93	1,068.59	5,286.33	483.67	92%
37-701-030 ER - Retirement - Orbit	13,057	0.00	832.54	2,470.61	12,384.35	672.65	95%
37-701-040 ER-Health Insurance	16,867	0.00	60.15	2,846.77	16,760.34	106.66	99%
37-701-050 ER-Life Insurance	388	0.00	0.00	64.64	387.84	0.16	100%
37-701-060 ER-Workman's Comp	1,837	0.00	0.00	0.00	1,827.28	9.72	99%
37-701-203 Supplies	3,494	0.00	68.79	338.30	2,736.60	757.40	78%
37-701-204 Uniforms	4,172	112.30	302.59	769.11	3,756.70	303.00	93%
37-701-251 Telephone & Postage	936	0.00	115.42	115.42	709.90	226.10	76%
37-701-252 Fuel	12,597	74.12	621.61	2,376.72	10,914.57	1,608.31	87%
37-701-351 Maint & Repair Equip	9,848	0.00	0.00	0.00	9,847.42	0.58	100%
37-701-352 Vehicle Maintenance	8,413	0.00	713.06	2,329.59	8,408.61	4.39	100%
37-701-400 Liability Insurance	5,738	0.00	1,008.63	1,008.63	5,442.93	295.07	95%

Budget vs Actual

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37 GENERAL FUND								
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent	
37-701-431 Street Debris Disposal	3,517	0.00	0.00	0.00	3,500.00	17.00	100%	
Streets Totals:	158,220	186.42	8,817.17	27,403.04	151,264.99	6,768.59	96%	
37-710-361 Maint & Repair POWELL BILL	29,699	0.00	0.00	0.00	11,011.00	18,688.00	37%	
37-710-405 Audit Expense POWELL BILL	100	0.00	0.00	0.00	0.00	100.00		
Powell Bill Totals:	29,799	0.00	0.00	0.00	11,011.00	18,788.00	37%	
37-801-010 Salary - Full Time Sanitation	49,503	0.00	3,807.92	11,423.76	49,366.13	136.87	100%	
37-801-019 Salary - Over Time Sanitation	692	0.00	0.00	141.18	635.18	56.82	92%	
37-801-020 ER - FICA Sanitation	3,840	0.00	284.94	865.62	3,744.34	95.66	98%	
37-801-030 ER - Retirement - Orbit Sanitation	9,516	0.00	721.60	2,191.55	9,446.68	69.32	99%	
37-801-040 ER - Health Insurance	13,025	0.00	0.00	2,157.52	12,678.73	346.27	97%	
37-801-050 ER - Life Insurance	260	0.00	0.00	43.20	259.20	0.80	100%	
37-801-060 Workman's Compensation	4,080	0.00	0.00	0.00	4,059.19	20.81	99%	
37-801-203 Supplies	781	0.00	54.50	54.50	483.07	298.08	62%	
37-801-204 Uniforms	2,309	0.00	77.23	362.13	2,309.00	0.00	100%	
37-801-251 Telephone & Postage	516	0.00	61.48	61.48	400.31	115.69	78%	
37-801-252 Fuel	3,500	476.28	244.67	701.64	3,023.72	0.00	100%	
37-801-350 Landfill Fees	19,125	0.00	1,903.47	4,738.91	19,117.11	7.89	100%	
37-801-352 Vehicle Maintenance	616	0.00	0.00	214.45	615.82	0.18	100%	
37-801-400 Liability Insurance	4,886	0.00	811.03	811.03	4,439.61	446.39	91%	
Sanitation Totals:	112,649	476.28	7,966.84	23,766.97	110,578.09	1,594.78	99%	
37-901-038 Transfer Out to WS for USDA Loan	7,281	0.00	0.00	0.00	7,281.00	0.00	100%	
37-901-053 Transfer Out to MS Downtown Red Milano's	11,600	0.00	0.00	0.00	11,600.00	0.00	100%	
37-901-069 Transfer Out to NC VW Grant	9,218	0.00	0.00	9,217.85	9,217.85	0.00	100%	
Transfers Out Totals:	28,099	0.00	0.00	9,217.85	28,098.85	0.00	100%	
Expenses Totals:	1,561,086	21,518.50	94,107.15	309,195.88	1,485,946.96	53,620.54	97%	
37 GENERAL FUND Revenues Over/(Under) Expenses:			(11,007.73)	(87,555.59)	(228,576.43)			

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38 WATER / SEWER							
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
Revenues							
38-351-401 Water Sales	801,660	0.00	65,083.16	204,563.19	740,700.23	(60,959.77)	92%
38-351-402 Debt Setoff WATER	78	0.00	0.00	55.98	412.38	334.38	529%
38-351-404 Sewer Services	623,274	0.00	50,742.41	178,169.64	580,563.07	(42,710.93)	93%
38-351-407 Debt Setoff SEWER	42	0.00	0.00	148.91	667.32	625.32	1589%
38-351-408 Town Taps	18,000	0.00	1,387.39	2,612.39	7,472.60	(10,527.40)	42%
38-351-416 Dis/Reconnection Fee	8,972	0.00	484.06	1,391.61	6,869.84	(2,102.16)	77%
38-351-417 Fire Sprinkler	2,302	0.00	187.74	563.22	2,214.48	(87.52)	96%
38-351-418 Late Fees/Penalty/Cut Off	1,000	0.00	2,056.16	4,493.95	20,583.02	19,583.02	2058%
38-351-419 Returned Check Fee	400	0.00	75.00	230.00	855.00	455.00	214%
38-351-420 Debt Setoff Late Fees/Penalty/Cut Off	55	0.00	0.00	220.00	573.56	518.56	1043%
38-365-001 Interest Income	36	0.00	3.95	11.01	41.41	5.41	115%
38-365-014 Cash Over and Short (Daily Difference)	4	0.00	0.00	0.00	(0.78)	(4.78)	-20%
38-365-366 Sale of Fixed Assets/Surplus Property	0	0.00	0.00	5,155.60	8,860.60	8,860.60	
38-365-410 Interest/investment Income NCCMT	23	0.00	0.00	2,160.21	8,643.33	8,620.33	37580%
38-365-421 Account Activation Fee	2,400	0.00	325.00	900.00	3,025.00	625.00	126%
38-365-851 Misc Revenue WATER	32	0.00	1,594.73	1,594.73	1,594.73	1,562.73	4984%
38-381-037 Transfer In From GF	7,281	0.00	0.00	0.00	7,281.00	0.00	100%
38-381-070 Transfer in from ARP Grant	4,792	0.00	0.00	0.00	4,792.05	0.05	100%
38-395-396 Apropriated Fund Balance (Budget Only)	43,326	0.00	0.00	0.00	0.00	(43,326.00)	
Revenues Totals:	1,513,677	0.00	121,939.60	402,270.44	1,395,148.84	(118,528.16)	92%
Expenses							
38-851-010 Salary Full Time	105,650	0.00	7,110.10	23,171.42	105,480.64	169.36	100%
38-851-014 Salary - Part Time	17,590	0.00	1,367.31	4,024.63	17,589.97	0.03	100%
38-851-019 Salary Over-Time	6,705	0.00	264.08	681.46	4,765.05	1,939.95	71%

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38 WATER / SEWER							
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
38-851-020 ER-FICA Taxes	9,941	0.00	621.27	2,025.12	9,343.25	597.75	94%
38-851-030 ER - Retirement Orbit	19,774	0.00	1,223.08	4,027.97	18,496.77	1,277.23	94%
38-851-040 ER - Health Insurance WATER	22,184	0.00	22.43	2,833.43	18,209.00	3,975.00	82%
38-851-050 ER - Life Insurance	500	0.00	0.00	60.64	416.64	83.36	83%
38-851-060 ER - Workman's Comp	1,162	0.00	0.00	0.00	1,162.31	0.00	100%
38-851-200 Travel Expense	215	0.00	0.00	0.00	0.00	215.00	
38-851-203 Supplies	34,427	892.14	2,432.65	6,694.28	26,502.17	7,032.69	80%
38-851-204 Uniforms	2,220	119.33	131.33	399.85	2,100.67	0.00	100%
38-851-250 Light & Heat & Security	5,042	98.97	490.01	803.99	4,575.21	367.82	93%
38-851-251 Telephone & Postage	10,156	36.67	1,044.15	2,021.71	9,891.31	228.02	98%
38-851-252 Fuel	10,300	1,109.10	655.07	1,813.43	7,053.67	2,137.23	79%
38-851-255 Bldg. Maint/Clean Svs	3,622	552.26	390.00	625.67	2,884.54	185.53	95%
38-851-260 Electric Tank/Pumps	4,200	658.91	213.52	440.43	2,455.16	1,085.93	74%
38-851-296 Continuing Education	1,306	0.00	0.00	0.00	1,305.98	0.02	100%
38-851-301 Computer Maintenance	2,158	0.00	181.24	634.42	2,124.88	33.12	98%
38-851-302 Software Support	9,400	0.00	0.00	33.33	8,831.22	568.78	94%
38-851-305 Technology Upgrades	2,144	0.00	583.29	583.29	893.25	1,250.75	42%
38-851-309 Advertising	265	0.00	0.00	0.00	0.00	265.00	
38-851-310 Dues & Subscriptions	687	12.50	250.00	275.00	674.34	0.16	100%
38-851-313 State Permits	1,052	0.00	0.00	0.00	1,043.75	8.25	99%
38-851-345 Water Tank Contract	18,832	0.00	0.00	4,799.80	18,831.35	0.65	100%
38-851-347 Lab Analysis	1,500	120.00	70.00	530.00	1,380.00	0.00	100%
38-851-351 Maint. & Repair Equip	3,648	0.00	668.19	668.19	2,504.64	1,143.55	69%
38-851-352 Vehicle Maintenance	4,428	0.00	0.00	660.55	4,427.60	0.40	100%
38-851-400 Town Liability Insurance	8,775	0.00	1,795.28	1,795.28	8,774.99	0.01	100%
38-851-405 Audit Expense	5,334	0.00	0.00	0.00	5,333.34	0.66	100%
38-851-448 External Contract	19,423	0.00	0.00	5,149.09	19,422.81	0.19	100%
38-851-451 Water Purchase	199,332	0.00	14,601.28	30,726.15	186,550.22	12,781.59	94%
38-851-801 Town Hall Roof Loan - Principal	2,743	0.00	231.45	694.35	2,742.54	0.00	100%

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38 WATER / SEWER							
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
38-851-802 USDA Public Works Trucks - Princ Water	2,651	0.00	0.00	0.00	2,650.22	0.78	100%
38-851-803 USDA Town Hall/WS Loan Principal	29,244	0.00	27,000.00	27,000.00	29,243.50	0.00	100%
38-851-831 Town Hall Roof Loan - Interest Water	92	0.00	4.68	14.04	91.02	1.44	98%
38-851-833 USDA Town Hall/WS Loan Interest	15,527	0.00	14,130.00	14,130.00	15,527.00	0.00	100%
38-851-836 USDA Public Works Trucks - Int Water	267	0.00	0.00	0.00	266.78	0.22	100%
38-851-896 WS 25% of GF Expense	52,654	0.00	0.00	7,718.53	49,320.50	3,333.50	94%
38-851-998 Contingency	32	0.00	0.00	0.00	0.00	32.36	
Water Totals:	635,183	3,599.88	75,480.41	145,036.05	592,866.29	38,716.33	94%
38-852-010 Salary - Full Time	105,650	0.00	7,110.10	23,171.23	105,566.46	83.54	100%
38-852-014 Salary - Part Time	17,590	0.00	1,367.31	4,024.63	17,589.98	0.02	100%
38-852-019 Salary - Over Time Sewer	5,700	0.00	290.81	1,234.41	5,474.85	225.15	96%
38-852-020 ER - FICA Sewer	9,941	0.00	667.87	2,166.26	9,802.87	138.13	99%
38-852-030 ER-Retirement Orbit	19,774	0.00	1,229.82	4,105.79	18,655.63	1,118.37	94%
38-852-040 ER-Health Insurance SEWER	18,256	0.00	22.42	2,834.06	18,213.84	42.16	100%
38-852-050 ER-Life Insurance	500	0.00	0.00	61.92	424.32	75.68	85%
38-852-060 ER-Workman's Comp	1,162	0.00	0.00	0.00	1,162.31	0.00	100%
38-852-200 Travel Expense	215	0.00	0.00	0.00	0.00	215.00	
38-852-203 Supplies	30,228	306.03	1,337.89	6,298.55	29,309.60	612.37	98%
38-852-204 Uniforms	2,220	119.55	131.32	399.82	2,100.45	0.00	100%
38-852-250 Light & Heat & Security	6,000	181.75	490.01	803.98	4,478.62	1,339.63	78%
38-852-251 Telephone & Postage	9,889	36.58	1,052.48	1,952.12	9,797.70	54.72	99%
38-852-252 Fuel	9,892	1,109.19	670.06	1,898.21	7,138.38	1,644.43	83%
38-852-255 Bldg. Maint/Clean Svs	3,622	552.26	390.00	625.67	2,884.55	185.52	95%
38-852-260 Electric Tank/Pumps	10,608	0.00	788.87	2,784.61	10,357.58	250.42	98%
38-852-296 Continuing Education	740	0.00	0.00	19.64	739.64	0.36	100%

Budget vs Actual

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38 WATER / SEWER								
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent	
38-852-301 Computer Maint.	2,158	0.00	181.23	634.38	2,124.85	33.15	98%	
38-852-302 Software Support	9,400	0.00	0.00	33.33	8,831.18	568.82	94%	
38-852-305 Technology Upgrades	1,251	0.00	583.29	583.29	817.99	433.01	65%	
38-852-309 Advertising	651	0.00	0.00	0.00	326.63	324.37	50%	
38-852-310 Dues & Subscriptions	687	12.50	250.00	275.00	674.33	0.17	100%	
38-852-313 State Permits	1,500	0.00	0.00	1,310.00	1,463.75	36.25	98%	
38-852-351 Maint & Repair Equip	2,678	0.00	668.19	668.19	2,504.63	173.37	94%	
38-852-352 Vehicle Maintenance	4,428	0.00	0.00	660.53	4,427.52	0.48	100%	
38-852-400 Liability Insurance	6,140	0.00	1,120.97	1,120.97	6,139.78	0.22	100%	
38-852-405 Audit Expense	5,334	0.00	0.00	0.00	5,333.34	0.66	100%	
38-852-435 Purchase of Sewer Services	363,112	0.00	0.00	47,098.64	341,963.09	21,148.91	94%	
38-852-448 External Contract	17,468	0.00	375.00	1,106.74	17,467.08	0.92	100%	
38-852-473 WWTP Rehab Annual Payment	25,700	0.00	0.00	24,005.23	24,005.23	1,694.77	93%	
38-852-801 Town Hall Roof Loan - Principal	2,743	0.00	231.45	694.35	2,742.54	0.00	100%	
38-852-802 USDA Public Works Trucks - Princ Sewer	2,650	0.00	0.00	0.00	2,650.22	0.00	100%	
38-852-803 USDA Town Hall/WS Loan Principal	29,244	0.00	27,000.00	27,000.00	29,243.50	0.00	100%	
38-852-804 NCDEQ Unity, Bute & Battle Sewer Rehab Princ Only	14,839	0.00	0.00	0.00	14,387.20	451.80	97%	
38-852-809 John Riggans Easement Pmt	1,000	0.00	0.00	0.00	1,000.00	0.00	100%	
38-852-811 NCDEQ Sewer Rehab Annual Loan- Principal	13,750	0.00	0.00	0.00	13,750.00	0.00	100%	
38-852-831 Town Hall Roof Loan - Interest Sewer	91	0.00	4.68	14.04	91.02	0.00	100%	
38-852-833 USDA Town Hall/WS Loan Interest	15,527	0.00	14,130.00	14,130.00	15,527.00	0.00	100%	
38-852-836 USDA Public Works Trucks - Int Sewer	267	0.00	0.00	0.00	266.78	0.22	100%	
38-852-837 NCDEQ Sewer Rehab Annual	3,025	0.00	0.00	0.00	3,025.00	0.00	100%	

Budget vs Actual

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Period Ending 6/30/2023

38 WATER / SEWER								
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent	
Loan- Interest								
38-852-896 WS 25% of GF Expense	52,654	0.00	0.00	7,718.52	49,320.47	3,333.53	94%	
38-852-998 Contingency	1	0.00	0.00	0.00	0.00	0.72		
Sewer Expenses Totals:	828,285	2,317.86	60,093.77	179,434.11	791,779.91	34,186.87	96%	
38-901-039 Transfer Out to WWTP Fund 39	43,326	0.00	0.00	0.00	43,326.00	0.00	100%	
38-901-069 Transfer Out to NC VW Grant	6,748	0.00	0.00	6,747.86	6,747.86	0.00	100%	
38-901-074 Transfer out to USDA 3 PW Grant	136	0.00	136.00	136.00	136.00	0.00	100%	
Transfers Out Totals:	50,210	0.00	136.00	6,883.86	50,209.86	0.00	100%	
Expenses Totals:	1,513,677	5,917.74	135,710.18	331,354.02	1,434,856.06	72,903.20	95%	
38 WATER / SEWER Revenues Over/(Under) Expenses:			(13,634.58)	71,052.42	(39,707.22)			

Budget vs Actual

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39 WWTP							
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
Revenues							
39-351-405 Septic Disposal Service	56,940	0.00	6,240.00	18,980.00	66,890.00	9,950.00	117%
39-351-470 Town Sewer Revenues	363,112	0.00	0.00	47,098.64	341,963.09	(21,148.91)	94%
39-351-471 Sewer Revenues - County	194,153	0.00	0.00	25,183.23	182,844.68	(11,308.32)	94%
39-351-472 Sewer Rev Norlina	213,183	0.00	0.00	27,651.59	200,766.35	(12,416.65)	94%
39-365-001 Interest Income	2	0.00	0.12	0.45	2.65	0.65	133%
39-365-861 Misc Revenue WWTP	0	0.00	356.25	356.25	356.25	356.25	
39-381-038 Transfer In from Water/Sewer	43,326	0.00	0.00	0.00	43,326.00	0.00	100%
Revenues Totals:	870,716	0.00	6,596.37	119,270.16	836,149.02	(34,566.98)	96%
Expenses							
39-861-010 Salary - Full Time	186,071	0.00	12,937.29	40,304.69	184,066.46	2,004.54	99%
39-861-014 Salary - Part Time	17,097	0.00	1,423.31	4,213.27	16,499.69	597.31	97%
39-861-019 Over-Time	14,370	0.00	488.62	2,572.68	8,815.02	5,554.98	61%
39-861-020 ER-FICA Taxes	16,756	0.00	955.31	3,229.46	14,737.88	2,018.12	88%
39-861-030 ER - Retirement Orbit	39,040	0.00	2,267.22	7,334.49	32,863.20	6,176.80	84%
39-861-040 ER- Health Insurance	32,233	0.00	0.00	4,804.92	30,078.49	2,154.51	93%
39-861-050 ER-Life Insurance	625	0.00	0.00	89.60	592.00	33.00	95%
39-861-060 ER-Workman's Comp	2,324	0.00	0.00	0.00	2,259.21	64.79	97%
39-861-200 Travel Expense	211	0.00	0.00	0.00	0.00	211.00	
39-861-203 Supplies	55,581	587.91	793.25	11,788.48	48,806.36	6,186.73	89%
39-861-204 Uniforms	3,120	215.21	179.07	550.97	2,904.79	0.00	100%
39-861-250 Light, Heat & Security	106,499	0.00	9,477.50	27,437.27	106,498.83	0.17	100%
39-861-251 Telephone & Postage	10,709	13.12	1,060.56	1,895.51	10,290.30	405.58	96%
39-861-252 Fuel	10,250	1,816.43	819.61	2,199.29	7,953.80	479.77	95%
39-861-296 Continuing Education	2,000	0.00	0.00	0.00	925.00	1,075.00	46%
39-861-301 Computer Maint.	4,370	0.00	347.90	1,202.65	4,207.52	162.94	96%
39-861-302 Software Support	4,087	0.00	0.00	33.33	4,086.14	0.86	100%
39-861-305 Technology Upgrades	844	0.00	583.28	583.28	817.98	26.02	97%
39-861-309 Advertising	1,000	0.00	0.00	0.00	636.50	363.50	64%

Budget vs Actual

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39 WWTP								
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent	
39-861-310 Dues & Subscriptions	135	0.00	0.00	0.00	135.33	0.01	100%	
39-861-318 Freight Charges	2,145	0.00	235.16	532.39	2,124.13	20.87	99%	
39-861-342 Maint & Repair Plant	47,805	0.00	455.25	1,330.25	47,659.65	145.35	100%	
39-861-344 Sludge Removal	70,000	0.00	8,179.50	26,330.00	69,536.00	464.00	99%	
39-861-345 Beaver Control	750	0.00	0.00	0.00	0.00	750.00		
39-861-346 Lab Material & Supplies	8,135	0.00	0.00	554.30	7,873.19	261.35	97%	
39-861-347 Lab Analysis	18,565	0.00	1,553.00	5,106.00	18,559.45	5.55	100%	
39-861-348 Tar - Pamlico Dues	3,000	0.00	0.00	0.00	2,880.00	120.00	96%	
39-861-349 OSHAComp/Safety M&S	1,326	0.00	1,125.00	1,125.00	1,299.00	27.00	98%	
39-861-352 Vehicle Maintenance	3,736	0.00	0.00	426.63	2,884.61	851.39	77%	
39-861-400 Liability Insurance	16,043	0.00	2,407.05	2,407.05	16,042.27	0.73	100%	
39-861-405 Audit Expense	10,667	0.00	0.00	0.00	10,666.66	0.34	100%	
39-861-441 Certify Lab Services	1,000	0.00	512.03	512.03	612.03	387.97	61%	
39-861-444 Permits & Fees	14,960	0.00	825.00	2,475.00	14,910.00	50.00	100%	
39-861-446 Influent Debris Removal	6,042	40.61	509.14	1,537.05	5,972.23	29.16	100%	
39-861-810 NCDEQ WWTP Phase 2 Principal	23,607	0.00	0.00	0.00	23,606.60	0.40	100%	
39-861-897 WWTP 25% of GF Exp	56,781	0.00	0.00	9,232.25	52,734.37	4,046.63	93%	
39-861-998 Contingency	6	0.00	0.00	0.00	0.00	5.66		
WWTP - Expenses Totals:	791,890	2,673.28	47,134.05	159,807.84	754,534.69	34,682.03	96%	
39-901-055 Transfer Out to WWTP Grant	78,826	0.00	0.00	0.00	78,826.00	0.00	100%	
Fund 55								
Transfers Out Totals:	78,826	0.00	0.00	0.00	78,826.00	0.00	100%	
Expenses Totals:	870,716	2,673.28	47,134.05	159,807.84	833,360.69	34,682.03	96%	
39 WWTP Revenues Over/(Under) Expenses:			(40,537.68)	(40,537.68)	2,788.33			

Check Listing

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Check Number	Bank	Vendor	Date	Amount
66236	30	BRENNA S WILSON	06/06/2023	<u>\$200.00</u>
66237	30	Cash	06/06/2023	<u>\$75.00</u>
66238	30	Michael Coffman	06/06/2023	<u>\$129.86</u>
66239	30	QUILL CORPORATION	06/06/2023	<u>\$218.78</u>
66240	30	AMAZON CAPTIAL SERVICES, INC.	06/08/2023	<u>\$39.59</u>
66241	30	AT&T MOBILITY II LLC	06/08/2023	<u>\$2,466.80</u>
66242	30	BLUE RIDGE SPRINGS, INC	06/08/2023	<u>\$179.00</u>
66243	30	BREEDLOVE ELECTRIC, INC	06/08/2023	<u>\$485.98</u>
66244	30	CAROLINA DIGITAL PHONE INC	06/08/2023	<u>\$316.00</u>
66245	30	DOCUMENT SYSTEMS, INC	06/08/2023	<u>\$40.87</u>
66246	30	DUKE ENERGY PROGRESS	06/08/2023	<u>\$114.42</u>
66247	30	FRONTIER NATURAL GAS	06/08/2023	<u>\$21.09</u>
66248	30	INVOICE CLOUD, INC.	06/08/2023	<u>\$136.55</u>
66249	30	METTLER-TOLEDO, INC.	06/08/2023	<u>\$359.78</u>
66250	30	NORTH CAROLINA 811, INC	06/08/2023	<u>\$25.00</u>
66251	30	PROFESSIONAL MAIL SERVICES, INC	06/08/2023	<u>\$5.09</u>
66252	30	PROFESSIONAL MAIL SERVICES, INC	06/08/2023	<u>\$1.45</u>
66253	30	QUICK PRINT	06/08/2023	<u>\$273.28</u>
66254	30	SONITROL INTEGRATED SECURITY	06/08/2023	<u>\$1,395.00</u>
66255	30	U.S. POSTAL SERVICE	06/08/2023	<u>\$234.00</u>
66256	30	US CELLULAR	06/08/2023	<u>\$497.04</u>
66257	30	USA Bluebook	06/08/2023	<u>\$585.02</u>
66258	30	VERIZON WIRELESS	06/08/2023	<u>\$320.08</u>
66259	30	WILSON'S WATER SERVICES	06/08/2023	<u>\$825.00</u>
66260	30	WRIGHT EXPRESS FSC	06/08/2023	<u>\$1,482.57</u>
66261	30	Community Eye Care	06/09/2023	<u>\$101.40</u>
66262	30	DUKE ENERGY PROGRESS	06/09/2023	<u>\$340.89</u>
66263	30	PETE SMITH TIRE & QUICK LUBE, INC	06/09/2023	<u>\$479.46</u>
66264	30	WRIGHT EXPRESS FSC	06/09/2023	<u>\$2,248.63</u>
66265	30	BANZET,THOMPSON, STYERS & MAY, PLLC	06/13/2023	<u>\$1,200.00</u>
66266	30	FIRST CITIZENS BANK	06/13/2023	<u>\$855.65</u>
66267	30	WARREN COUNTY PUBLIC UTILITIES	06/13/2023	<u>\$14,601.28</u>

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Check Number	Bank	Vendor	Date	Amount
66268	30	Core & Main	06/14/2023	<u>\$1,921.50</u>
66269	30	DOCUMENT SYSTEMS, INC	06/14/2023	<u>\$146.34</u>
66270	30	H.B. Poythress & Assoc.LLC	06/14/2023	<u>\$717.21</u>
66271	30	Joe Barr	06/14/2023	<u>\$109.00</u>
66272	30	MERITECH INC	06/14/2023	<u>\$1,623.00</u>
66273	30	Spectrum Business	06/14/2023	<u>\$169.98</u>
66274	30	UNIFIRST CORPORATION	06/14/2023	<u>\$1,125.33</u>
66275	30	UNITED PARCEL SERVICE	06/14/2023	<u>\$134.60</u>
66276	30	UNUM LIFE INSURANCE COMPANY OF AMERICA	06/14/2023	<u>\$489.60</u>
66277	30	Purchase Power (Pitney Bowes)	06/15/2023	<u>\$100.00</u>
66278	30	A FULL CLEANING SERVICES LLC	06/16/2023	<u>\$2,340.00</u>
66279	30	A FULL CLEANING SERVICES LLC	06/16/2023	<u>\$2,340.00</u>
66280	30	AMAZON CAPTIAL SERVICES, INC.	06/16/2023	<u>\$24.24</u>
66281	30	DOCUMENT SYSTEMS, INC	06/16/2023	<u>\$242.45</u>
66282	30	DUKE ENERGY PROGRESS	06/16/2023	<u>\$3,352.88</u>
66283	30	KING'S FITNESS & NUTRITION CENTER	06/16/2023	<u>\$255.00</u>
66284	30	NEWCOMB TECH	06/16/2023	<u>\$1,182.79</u>
66285	30	PROFESSIONAL MAIL SERVICES, INC	06/16/2023	<u>\$149.17</u>
66286	30	PROFESSIONAL MAIL SERVICES, INC	06/16/2023	<u>\$450.47</u>
66287	30	WARREN COUNTY PUBLIC WORKS	06/16/2023	<u>\$1,903.47</u>
66288	30	DUKE ENERGY PROGRESS	VOIDED 06/19/2023	<u>\$204.00</u>
66289	30	GFL ENVIRONMENTAL	06/19/2023	<u>\$509.14</u>
66290	30	PETE SMITH TIRE & QUICK LUBE, INC	06/19/2023	<u>\$760.27</u>
66291	30	TIME WARNER CABLE	06/19/2023	<u>\$182.97</u>
66292	30	VAUGHAN & SON AUTOBODY	06/19/2023	<u>\$1,000.00</u>
66293	30	DUKE ENERGY PROGRESS	06/19/2023	<u>\$204.00</u>
66294	30	ABBY BROOKE WILKERSON	06/21/2023	<u>\$300.00</u>
66295	30	AMAZON CAPTIAL SERVICES, INC.	06/21/2023	<u>\$20.14</u>
66296	30	BRIGHTSPEED COMMUNICATIONS	06/21/2023	<u>\$288.60</u>
66297	30	CITIZENS INSURANCE & BONDING,	06/21/2023	<u>\$10,846.08</u>
66298	30	FRONTIER NATURAL GAS	06/21/2023	<u>\$24.84</u>
66299	30	KONECRANES INC	06/21/2023	<u>\$1,665.30</u>

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Check Number	Bank	Vendor	Date	Amount
66300	30	TIME WARNER CABLE	06/21/2023	<u>\$117.97</u>
66301	30	Viola Long	06/21/2023	<u>\$800.00</u>
66302	30	AT&T MOBILITY II LLC	06/22/2023	<u>\$417.29</u>
66303	30	DUKE ENERGY PROGRESS	06/22/2023	<u>\$9,473.25</u>
66304	30	LAKE BALANCE CALIBRATION SOLUTIONS	06/22/2023	<u>\$175.00</u>
66305	30	PETE SMITH TIRE & QUICK LUBE, INC	06/22/2023	<u>\$1,468.45</u>
66306	30	UNIFIRST CORPORATION	06/22/2023	<u>\$55.69</u>
66307	30	US CELLULAR	06/22/2023	<u>\$412.38</u>
66308	30	AT&T MOBILITY II LLC	06/26/2023	<u>\$773.18</u>
66309	30	Core & Main	06/26/2023	<u>\$619.89</u>
66310	30	DUKE ENERGY PROGRESS	06/26/2023	<u>\$138.67</u>
66311	30	FRONTIER NATURAL GAS	06/26/2023	<u>\$19.82</u>
66312	30	HARRIS EQUIPMENT COMPANY	06/26/2023	<u>\$24,850.00</u>
66313	30	INFORMATION TECHNOLOGY SERVICE	06/26/2023	<u>\$164.11</u>
66314	30	COLUMBIAN MUTUAL LIFE INS CO	06/27/2023	<u>\$37.20</u>
66315	30	MOBILE COMMUNICATIONS AMERICA	06/27/2023	<u>\$210.96</u>
66316	30	PRUDENTIAL RETIREMENT	06/27/2023	<u>\$1,086.02</u>
66317	30	UNITED PARCEL SERVICE	06/27/2023	<u>\$35.76</u>
66318	30	CARDNO USA, INC.	06/30/2023	<u>\$16,028.74</u>
66319	30	Core & Main	06/30/2023	<u>\$806.28</u>
66320	30	GRANVILLE FARMS, INC.	06/30/2023	<u>\$8,179.50</u>
66321	30	NORFIELD DEVELOPMENT PARTNERS, LLC	06/30/2023	<u>\$475.00</u>
66322	30	UNITED PARCEL SERVICE	06/30/2023	<u>\$64.80</u>
66323	30	VERIZON WIRELESS	06/30/2023	<u>\$320.08</u>
88	Checks Totaling -			\$131,766.97

Totals By Fund

	Checks	Voids	Total
34	\$3,250.16		\$3,250.16
36	\$980.69		\$980.69
37	\$25,976.58	\$204.00	\$25,772.58
38	\$30,494.61		\$30,494.61
39	\$29,386.19		\$29,386.19
67	\$800.00		\$800.00
70	\$24,850.00		\$24,850.00

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Check Number	Bank	Vendor		Date	Amount
			Checks	Voids	Total
71			\$16,028.74		\$16,028.74
Totals:			\$131,766.97	\$204.00	\$131,562.97

Memo

To: Town Commissioners
From: Bill Perkinson
CC: Mayor, Town Administrator
Date: June 28, 2023
Re: June 2023 Monthly Activity Report for Public Works

Water and Sewer

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

- **Completed Water and Sewer System Maintenance/Repair Related Information:** (1) Preventative Maintenance. John Riggan Sewer Lift Station. Overhead crane inspection. Contractor: Konecranes, Inc. (Labor and Mobilization - \$375.00).

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) - \$375.00

- **Water and Sewer Adjustment Request:** For consideration at the July 10, 2023, meeting of the Board of Commissioners. **Selena Mooring** – 411 N. Main St., Account #003-0001310-1. Billing Period: 4-17-23 to 5-15-23. Supply line to outdoor fountain ruptured. Normal usage 4,000. Request is for sewer adjustment of 23,000 gallons at \$10.00/1000. Total \$230.00. Adjustment recommended by staff. For consideration at the July 10, 2023, meeting of the Board of Commissioners. **Michael Bernstein DBA Mutualwin Freedom Camp** – 165 Holland Bland Rd., Account #006-0001441-1. Billing Period: 4-15-23 to 5-15-23. Leak occurred at campsite water supply line. Normal usage 1,000. Request is for sewer adjustment of 70,000 gallons at \$14.65/1000. Total \$1,025.50. Adjustment recommended by staff.

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: June 28, 2023
Re: June 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)** Emergency Repair - Oxidation Ditch No. 2. Rotor 2D would not power off. Repaired motor control. Contractor: Breedlove Electric, Inc. (Labor - \$255.00, Materials - \$200.25).

Total cost for Repairs (Account No. 39-861-342) - \$455.25

- **Plant Discharge Quality:** Our discharge quality remained good throughout the entire month.



Warrenton Police Department

Monthly Summary



COP STOPS

6/24/2023- SGT. OAKLEY - Speed to Elude- On 06/24/2023 at 1904 Hrs, Sgt. Oakley was running stationary radar on N. Main Street in front of First Citizens Bank. He clocked a white SUV at 33 in a 20mph zone and attempted to stop the vehicle. The SUV slowed and pulled to the curb, stopping for only one-to-two seconds before driving off. Sgt. Oakley then activated his siren, but the SUV continued onto W. Market and through the stop sign at Front St., where it accelerated to approximately 40-45mph, going slightly airborne over the speed table. The vehicle continued on, turning left onto Fairview, then right onto Brehon, over Ridgeway, to left on Wilcox. Sgt. Oakley was almost able to head them off at Roger and Spring Streets but missed the opportunity by seconds. However, he saw two black females occupying the driver and passenger seats. The SUV continued to Ridgeway Street towards Norlina, where it picked up speeds of over 100mph. At this point Sgt. Oakley backed off slightly, hoping the driver would reduce speed, but, unfortunately, they did not. Additional units joined, but after losing sight of the SUV on US1 South, Sgt. Oakley called off the chase.

6/9/2023- Officer Tharrington- Man passed out at a stop sign- On 6/09/2023 at 0614 hrs., Officer Tharrington was dispatched to the stop sign at Warrenton-Ridgeway Rd and Ridgeway St, where it was reported that a man was passed out/asleep in his car at the stop sign. Upon arriving, Officer Tharrington parked his vehicle in front of the suspect vehicle and proceeded to the passenger side of the suspect's car, where he spotted a semi-automatic handgun in plain view and a white powdery substance strewn throughout the car. He removed the weapon before attempting to 'wake' the driver, who did "come to" as EMS was arriving. Officer Tharrington asked the suspect what he had taken or what he was on in an attempt to make sure proper medical care could be administered. The suspect stated "coke" and then refused EMS. Officer Tharrington advised the suspect that he would have to arrest him, to which this over 300lb suspect very calmly stated, "I know, man," thus, he was taken into custody without incident, and his bond was set at \$30,000.

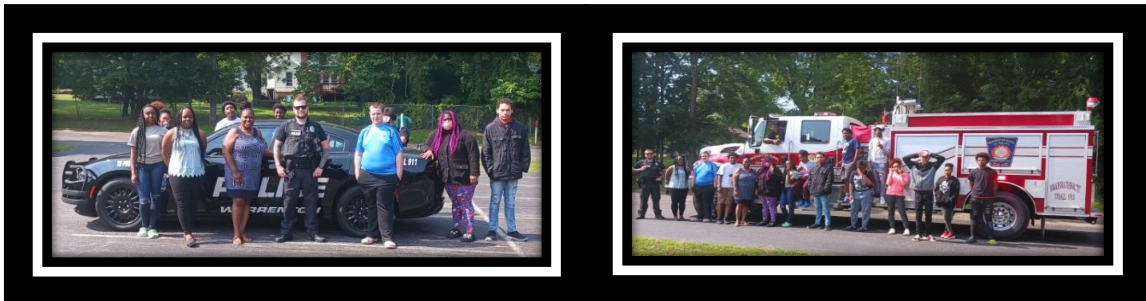
OFFICER



SPOTLIGHT

Officers Campbell and Amos- On 06/17/2023 at approximately 0200 hrs., Warren County Sheriff's Office called for assistance with a complicated and violent situation on Airport Rd. Officers Amos and Campbell responded to the scene. Due to the late time of night, other responding agencies, WRVFD and WCEMS, had delayed or reduced response. Officers Campbell and Amos and the deputies on the scene left their traditional roles as scene security (security was maintained) and leapt into alternate roles. Specifically, Officer Amos, with the assistance of Deputy Seward and Sgt. Hewlin provided life-preserving protection to the victim on scene, who was being moved by well-meaning bystanders, and kept him stable and protected from further injury. Officer Campbell assisted Sgt. Mayo (WCSO) in pulling the fire hose and helped put out the nearby car fire. Neither of these roles is the primary responsibility of a police department or Sheriff's office, and I felt it was a good moment to mention how hard even our part-time officers are willing to work for our community.

Officer Tharrington- On 6/16/2023, Officer Tharrington was a guest speaker at the NCDOT Summer Camp being held at the Warrenton VGCC campus. He talked to the teens about safe driving practices. The program coordinator, Jennifer, was very appreciative and conveyed that Officer Tharrington did an outstanding job with the teens.



Upcoming.....

Shortly after installing the speed signs, our dedicated Galaxy table, with speed data software, stopped working and had to be sent off for repairs. We have received the tablet back, and it is working properly. We plan to have captured data from the signs in next month's WPD Summary.

Activity Log Event Summary (Cumulative Totals)

Warrenton Police Department

(06/01/2023 - 06/30/2023)

911 Hang-up	2	Accident	8
Alarm Activation	17	Animal Complaint	3
Arrest	2	Assist Fire Dept	1
Assist Highway Patrol	1	Assist Other Department	3
Assist WC EMS	13	Assist WCSO	33
B & E	1	C.O.P.S	1
Civil Dispute	2	Complaint	3
Court	1	Dispute	1
Disturbance	5	Domestic	3
Downed Tree / Power Line	1	Escort	4
Follow up Investigation	5	Foot Patrol	1
Funeral Escort	2	Harrassment	1
Injury to Personal Property	2	Investigation and/or Interview	2
Larceny	1	Littering	1
Loitering	2	Medical / Person Hurt or Sick	2
Mental Patient	1	Open Door (Business)	1
Ordinance Violation	6	Parking Violation	1
Patrol	37	Property Check – Business	75
Property Check – Residential	2	Shots fired	1
Speeding to Elude Arrest	1	Stolen Vehicle	2
Suspicious Person / Vehicle	10	Talk with Officer	10
Traffic Control	2	Traffic Stop	47
Training	2	Trespassing	1
Welfare Check	2		

Total Number Of Events: 325

Traffic Stop Summary

Warrenton Police Department

(06/01/2023 - 06/30/2023)

Total Number of Traffic Stops	47	Driver Arrested?		Basis for Search	
		Yes	1	Erratic/Suspicious Behavior	1
		No	46	Informant's Tip	0
Initial Purpose of Traffic Stop		Passenger(s) Arrested?		Observation of Suspected Contraband	1
Checkpoint	0	Yes	0	Other Official Information	0
Driving While Impaired	0	No	47	Suspicious Movement	0
Investigation	1	Officer(s) Encountered Physical Resistance From Driver/Passenger(s)?		Witness Observation	0
Other Motor Vehicle Violation	0	Yes	1	Vehicle Searched?	
Safe Movement Violation	2	No	46	Yes	1
Seat Belt Violation	1	Officer(s) Engaged in Use of Force Against Driver/Passenger(s)?		No	0
Speed Limit Violation	26	Yes	0	Driver Searched?	
Stop Light/Sign Violation	9	No	47	Yes	0
Vehicle Equipment Violation	3	Officer(s) Injured as a Result of the Stop?		No	1
Vehicle Regulatory Violation	5	Yes	0	Passenger Searched?	
Driver's Age		No	47	Yes	0
Under 18	1	Driver Injured as a Result of the Stop?		No	1
18 to 29	6	Yes	0	Personal Effects of the Driver/Passenger(s) Searched?	
30 to 39	13	No	47	Yes	1
40 and Older	27	Passenger(s) Injured as a Result of the Stop?		No	0
Driver's Race		Yes	0	Contraband Found as Result of Search?	
White	16	No	47	Yes	1
Black	30	Vehicle/Driver/Passenger(s) Search Initiated Subsequent to the Traffic Stop?		No	0
Native American	1	Yes	1	Contraband Found	
Asian	0	No	46	Drugs	0
Other	0	Type of Search		Alcohol	0
Driver's Sex		Consent	0	Money	0
Male	22	Search Warrant	0	Weapons	1
Female	25	Probable Cause	0	Other	0
Driver's Ethnicity		Search Incident to Arrest	0	Property Seized as Result of Search?	
Non-Hispanic	13	Protective Frisk	1	Yes	1
Hispanic	2			No	0
Enforcement Action Taken as a Result of the Traffic Stop				Property Seized	
Citation Issued	15			Motor Vehicle	0
No Action Taken	1			Personal Property	1
On-View Arrest	1			Other Property	0
Verbal Warning	29				
Written Warning	1				

Traffic Stop Summary

Warrenton Police Department

(06/01/2023 - 06/30/2023)

Searched Passenger's Age	Searched Passenger's Race	Searched Passenger's Sex
Under 18	White	Male
18 to 29	Black	Female
30 to 39	Native American	
40 and Older	Asian	Searched Passengers's Ethnicity
	Other	Non-Hispanic
		Hispanic



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 June 2023 – Action Items Checklist

1. Execute annexation resolution, file copy of resolution with Register of Deeds, update Ordinance Book as addition to Table 1. (cont.)
 - ✓ Done for Hayley Haywood property. Mayor reviewing other annexed properties.
2. Update zoning map with changes to Holland Bland Road from C-2 to R-20 (Michael Bernstein parcel). Prepare zoning map for update with BOC. Awaiting filing at courthouse and GIS map update. (cont.)
3. Updated ordinances adopted by BOC: Bars, Breweries and Distilleries, Adult establishments, Meter Tampering, Parking Oversized Vehicles, Pan Handling, Axe Throwing, Tethering, Tree Canopy, Availability Fees
 - ✓ Done
4. Execute Budget Ordinance
 - ✓ Done
5. Cut grass at Frankie Blaylock's house
 - ✓ Done
6. Execute Resolution on SB 675 and send to state representatives
 - ✓ Done
7. Execute Resolution for First Citizens Loan and Local Government Commission
 - ✓ Done



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End of Year Financial Report

2022-23 has turned out to be a very tough year on the revenue side of the ledger. Anticipated revenues that did not materialize include:

- Ad valorem taxes (approx. \$20,000)
- T-Mobile Antenna (approx. \$32,000)
- NC Commerce Rural Transformation Grant Administration (approx. \$25,000)
- Use of Fund Balance (\$128,704) for acquisition of property, unexpected health insurance increases, police equipment, unbudgeted vehicle repairs, employee vacation buyout, fire museum, legal fees for Milano's, salary line for police officers, computer server, police vehicle grant overage, garbage truck grant overage, town match for Building Reuse grant and the difference in funding for Frontier Warren after County backed out. For those expenses which were known to require Fund Balance, the cost was unknown and yet to be determined at the time the budget was adopted.

Positives in the revenue side that somewhat offset these negatives include:

- Interest income of est. \$19,500
- Sales tax revenue of est. \$20,000

Fiscal Years 2024-25 and the following couple of years will have to be "rebuilding" years for the fund balance. With the expenditure of \$128,704 and with the rise in the overall budget size, we are getting close to the minimum percentage of General Fund in our fund balance policy, which is 58.85%. Increases in ad valorem rates are expected, post revaluation.



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ARP Grant Fund

After completing all projects except for the remaining soffit repairs on Town Hall, 13,827.65 of funds are left over as the projects came in under budget.

Because the Fund Balance appropriation for FY 2022-23 is so large, my recommendation would be to utilize ARP for the recent server purchase. At the time of appropriation of fund balance, it wasn't known that we would have left over ARP funds. If known, I believe the Board's intent would have been to appropriate ARP funds for the server.

I would also recommend that we use the remaining ARP funds in the following manner.

Remaining Funds: \$13,827.65

Server Purchase and Installation: \$12,294

Painting the main entrance doors to Town Hall and entrance door to fire truck area: \$ TBD, but less than the difference of the above.

By appropriating these remaining funds, we can close out the ARP fund for audit purposes and be well within the deadline of December 31, 2025 for appropriation.

BANZET, THOMPSON, STYERS & MAY, P.L.L.C.
ATTORNEYS AT LAW
PO Box 535 • 101 NORTH FRONT STREET • WARRENTON, NC 27589

MITCHELL G. STYERS
ROBERT T. MAY, JR.

TELEPHONE 252-257-3166
FACSIMILE 252-257-2053
MITCHSTYERS@BANZETLAW.COM

July 5, 2023

Department of State Treasurer
Local Government Commission
325 North Salisbury Street
Raleigh, North Carolina 27603-1385

Re: \$125,000.00 Installment Financing for Construction of a Municipal Parking Lot
Pursuant to N.C.G.S. § 160A-20

Gentlemen and Genteladies:

I am legal counsel for the Town of Warrenton, North Carolina (the "Borrower") and am familiar with its organization and operation. I am familiar with the official action on the part of the Town Board in connection with the financing for the construction of a municipal parking lot by the Town of Warrenton under N.C.G.S. § 160A-20.

In connection with this opinion letter, I have examined:

- A. Drafts of the financing documents from First Citizens Bank, lender;
- B. Resolution of the Town Board of Commissioners;
- C. Article V of the North Carolina Constitution and the appropriate provisions of Chapters 159 and 160A of the North Carolina General Statutes.
- D. Such other documents as I deemed relevant or necessary in rendering this opinion.

Based upon the examination described above, I am of the opinion that:

1. The Town of Warrenton is a municipality, duly organized and validly existing under the laws of the State of North Carolina and is authorized under the laws of the State of North Carolina and the United States of America to enter into the transaction to finance the project under the provisions of N.C.G.S. § 160A-20;
2. The appropriate documents have been duly authorized by a resolution of the Board of Commissioners of the Town of Warrenton, and when duly executed and delivered, will be valid and binding obligations of the Town of Warrenton in accordance with the terms of the documents except that the enforceability may be limited by bankruptcy, insolvency; or similar laws affecting creditors' rights generally, as such laws would apply in the event of bankruptcy, insolvency, reorganization or liquidation of, or other similar occurrence with respect to the Town of Warrenton or in the event of any moratorium, temporary injunction or similar occurrence affecting the Town of Warrenton;
3. The proposed undertaking by the Town of Warrenton is authorized by law and does constitute a public purpose under the Constitution of the State of North Carolina;
4. All necessary and appropriate actions by the Board have been taken including a public hearing, if required, and that such public hearing as conducted, met fundamental requirements of the statutes;
5. The Town of Warrenton has followed applicable bid law requirements in full compliance with applicable public bid statutes; and
6. I am a member of Bar of the State of North Carolina and I do not purport to express any opinion except as to the laws of the State of North Carolina.

Sincerely,



Mitchell G. Styers

Budget vs Actual

70 SR American Rescue Plan Grant							
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
Expenses							
70-431-700 Provision of General Admin Services SR ARP Expense	7,455	0.00	0.00	0.00	3,334.91	4,119.94	45%
70-431-701 Provision of Water/Sewer Services SR ARP Grant	75,599	0.00	0.00	0.00	73,219.19	2,380.00	97%
70-431-702 Provision of Park Services SR ARP Grant	23,100	0.00	0.00	0.00	23,100.00	0.00	100%
70-431-703 Provision of Stormwater Services SR ARP Grant	37,845	0.00	0.00	0.00	26,682.00	11,163.00	71%
70-431-704 Provision of Police Services	10,125	0.00	0.00	0.00	10,029.00	96.20	99%
70-431-706 Contingency	32,803	0.00	0.00	0.00	0.00	32,802.56	
70-902-702 Transfer Out to GF Expense from ARP Grant	38,301	0.00	0.00	0.00	38,300.73	0.00	100%
70-902-703 Transfer Out to WS Expense from ARP Grant	40,247	0.00	0.00	0.00	40,246.52	0.95	100%
Totals:	265,475	0.00	0.00	0.00	214,912.35	50,562.65	81%
Expenses Totals:	265,475	0.00	0.00	0.00	214,912.35	50,562.65	81%
70 SR American Rescue Plan Grant							
Revenues Over/(Under) Expenses:							
			0.00	0.00	40,246.52		

Admin 4000 2yrs zoning software cost 124+'25
 w/s 1,400 labor to replace 2nd pump @ Rieggen
 Admin 31,335 roof repair
 50,562.65 - 36,735 = 13,827.65 remaining Server \$12,294



MAINTENANCE AGREEMENT FOR HVAC SYSTEMS

Company

Gupton Services, Inc.
134 Horner Street
Henderson, NC 27536
Tel (252) 492-5131

Agreement Date: 7/1/2023

Agreement Number: NC095ACC

Bill to:

Town of Warrenton
133 S Bragg Street
Warrenton, NC 27589

Agreement Locations

Town Hall
Waster Water Plant
King Street



Gupton Services, Inc.
(252) 492-5131
Henderson, NC 27536



Gupton Services, Inc. will provide the services described in the maintenance program indicated below.

MAINTENANCE PROGRAM:
PM (HVAC Systems)

Schedules Included:

HVAC Split-System Units

- Quantity: Town Hall – 3; King Street - 1
- Semi-Annual Operating Inspections
- Semi-Annual Filter Changes, pleated
- Annual Condenser Coil cleaning
- Annual Fan Belt change, where equipped

HVAC Packaged Rooftop Units

- Quantity: Town Hall - 3; Water Treatment Plant - 2
- Semi-Annual Operating Inspections
- Semi-Annual Filter Changes, pleated
- Annual Condenser Coil Cleaning
- Annual Belt changes on applicable equipment

Exhaust Fans, WIC/WIF, Ice Machine

- Quantity: NIC

Other

- Priority Service (4-hour response time to any building/customer disruption)



Maintenance Scope of Work

Set up

Take tools and materials to the unit
Electrical disconnect turn off using proper tag & lock procedures
Remove all access panels and prepare for servicing

Closeout

Upon completion of service, replace all access panels and prepare for normal operation
Electrical disconnect turn back on and remove tag & lockout device

Filter Service

Remove old filter(s) and properly dispose of
Replace with new filter(s)

Cooling Operational Inspection

Inspect cooling components for proper operation
Check and verify volts/amps of compressors
Check and verify starters and contact surfaces
Check and verify operating temperatures
Check site glass for moisture and refrigerant level as applicable
Check and verify oil level
Verify wear and operation of bolts
Check and verify all safety and operations controls
Check electrical connections for tightness
Verify cleanliness of condenser and evaporator coils
Check and verify cap tubes and piping for chafing
Visually check for oil and refrigerant leaks
Check and verify fan operation, bearing alignment, sheave wear
Check and verify damper linkages and operation
Verify cleanliness of condensate pans
Check filter condition
Check and verify the expansion valve
Check and verify unusual noises and vibrations
Check and verify unit frame and nonmoving parts are in operative condition
Fill out PM Check sheet

Condenser Cleaning Service

Notify customer what area will be off for coil cleaning
Move water hose and cleaning materials to the unit
Apply condenser cleaner to coil surfaces (if applicable)
Thoroughly rinse coil surfaces

Heating Operational Inspection

Inspect heating components for proper operation
Check and verify operating temperatures
Verify wear and operation of belts
Check and verify fan sheave and bearing alignment
Check and verify all safety and operations controls
Check and verify fan operation
Check and verify damper linkages and operation
Check filter condition
Check and verify unusual noises and vibrations



Agreement coverage will commence on **July 1, 2023.**

The Agreement Price is **\$1,560.00 per year**, payable in advanced installments of **\$130.00** per **month** beginning on the effective date of **July 1, 2023.** The term of the Agreement is **3** years. This agreement can be cancelled by Customer without penalty if given a 30-day written notice.

Gupton Services, Inc. is hereby authorized to proceed with the Scope of Work as detailed in this document.

Signature: _____

Date: _____

Name: _____

Purchase Order: _____

Thank you for considering Gupton Services for this opportunity. Should you have any questions or require additional information, please feel free to contact me at (704) 622-2048 or greg.etheridge@guptonservices.com.

Sincerely,

Greg Etheridge, PE
President



TERMS AND CONDITIONS

1. The terms of payment for all invoices submitted by Gupton Services are net ten (10) days. All Invoices due and unpaid shall bear interest from the date due at the rate of 1.5% per month (18% per annum).
2. Gupton Services shall be entitled to any and all costs associated with the collection of unpaid invoices, including but not limited to reasonable attorney fees, collection fees, court costs, and Gupton Services expenses. Gupton Services reserves the right to discontinue the Work at any time should payments not be made as agreed.
3. In addition to the Agreement Sum, the Customer shall pay Gupton Services any applicable taxes or government charges, existing or imposed in the future, which are required in connection with the service or the material furnished under this Agreement.
4. Any changes, deviations, and additions to this Agreement involving additional costs to Gupton Services shall be billable to the Customer on a time and material basis, unless otherwise negotiated in writing. Loss of time or productivity on the part of Gupton Services due to delays within the control of the Customer shall be invoiced at Gupton Services' then-current service rates.
5. At the end of the initial term and subsequent one-year terms, Gupton Services shall have the right to modify the Agreement Sum and Preferred Billing Rates to reflect increases or decreases in material and labor costs. Any such increases or decreases shall be reflected in the applicable Gupton Services invoice.
6. The Customer shall permit access to building, facility, and Site, permit use of building services such as electric, water, parking, and other reasonable services, and keep areas adjacent to Work area free of extraneous material, which shall include but not be limited to the moving of any stock or fixtures, and Customer shall perform any alteration to the building structure as needed to perform the Work under this Agreement.
7. LIMITED WARRANTY – Gupton Services warrants that workmanship provided hereunder shall be performed as defined in the attached Scope of Service and related schedules. Should any equipment, part, or component provided prove defective, Gupton Services will assign to the Customer any assignable limited warranties provided by the manufacturer. In no event shall Gupton Services' liability under this Agreement exceed the Agreement Sum. Gupton Services, at its sole option, shall repair, replace, or issue credit for any defective item(s) covered under the above warranty, provided such items were not damaged, abused, misused, tampered with, or affected by chemical properties, and this shall be Customer's exclusive remedy for breach of warranty under this Agreement. No claim for defective workmanship may be brought, or cause of action filed unless Customer has provided Gupton Services with written notice of the alleged defect within 30 days of occurrence. Customer agrees that this limited warranty excludes any remedy for damage or defect caused by abuse, modifications not performed by Gupton Services, improper or insufficient maintenance, improper operation, and normal wear and tear under normal usage and Gupton Services expressly disclaims all implied warranties, including warranties of merchantability and fitness for a particular purpose.



8. Gupton Services shall keep in force insurance for workman's compensation, employer's liability, and public liability. The responsibility for insuring Customer's property for fire, theft, and other hazards, rests solely with the Customer.

9. To the fullest extent permitted by law, Customer shall indemnify and hold harmless Gupton Services, its agents, employees, and officers from and against any and all claims, damages, losses, or expenses, and judgments, including but not limited to reasonable attorney's fees, resulting from the performance of Gupton Services' Work, provided that such a claim is caused in whole or in part by an active or passive act or omission of Customer, anyone directly or indirectly employed by Customer, or anyone for whose acts Customer may be liable, regardless of whether it is caused in part by the negligence of Gupton Services.

10. Gupton Services' responsibility for injury to persons shall be limited to injury caused exclusively and directly by Gupton Services' negligence in performing its obligations under this Agreement. Gupton Services shall not be liable for consequential, direct, indirect, special, or punitive damages, or damages for lost profits, lost opportunity, delay, loss of revenue, loss of use of equipment or facilities, loss of product, high or unusual utility cost, investment in substitute facilities, rental of substitute equipment, and the like. Gupton Services shall not be liable for conditions beyond Gupton Services' reasonable control, including but not limited to acts of God, acts of Government, strikes, lockouts, fire, explosion, theft, riot, civil commotion, war, malicious mischief, or the inability to obtain materials or supplies. Gupton Services shall not be required to identify, detect, encapsulate, or remove asbestos, lead-based paint, or other hazardous substances, including but not limited to, mold, bacteria, pollen, dirt, or spores. Gupton Services shall not be responsible for disposal costs associated with glycols, oils, contaminated refrigerants, or unused refrigerants. Gupton Services in no way shall be responsible for or required to identify or remedy any condition, problem or issue arising from or related to indoor air quality (I.A.Q.) including any conditions, changes, or repairs necessary to comply with the Clean Air Act effective 7/1/92 and any government or insurance regulation or requirement. The Customer shall provide Gupton Services with all pertinent material safety data sheets pursuant to OSHA requirements and regulations. Compliance with any refrigerant regulations is solely the responsibility of the Customer.

11. This Agreement covers the complete understanding between the parties and shall become a valid and binding contract when accepted by the Customer, subsequently approved by an agent of Gupton Services, and the Customer's credit has been approved by Gupton Services. No verbal representation, purchase order, or written notice from Customer shall be binding on either party. Any legal action by Customer relating to this Agreement, or the breach thereof, must be commenced not later than one (1) year from the date of substantial completion of the Work. In the event, it becomes necessary to commence legal action to enforce this Agreement; the action shall be tried without a jury in the courts of Vance County, North Carolina. This Agreement shall be governed by the laws of the State of North Carolina.

12. If any phrase, clause or provision of this Agreement is declared invalid or unenforceable by a court of competent jurisdiction, such phrase, clause or provision shall be deemed severed from this Agreement, but will not affect any other provision of this Agreement, which shall otherwise remain in full force and effect to the maximum extent permissible bylaw.

13. Gupton Services agrees to perform all work in accordance with Gupton Services standards and mechanical and electrical codes and practices, to allow only appropriately trained personnel to work on Equipment, to keep all electrical covers in place, clean up all debris associated with the work, and to answer all service calls as promptly as possible. This Agreement cannot be transferred or assigned without the written approval of Gupton Services.



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

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STATUS OF GRANTS

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

- Grant being closed out.

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

- Final annual report to be submitted by July 31, 2023 for closeout.

(Fund 67) NC Neighborhood Revitalization Program

- CDGB 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.
- Second house delivery scheduled, footings in. Third house being constructed offsite.

(Fund 68) Building Reuse Grant

- Town awarded \$50,000 from NC Commerce for Warrenton Veterinary Clinic.
- Job reporting to Commerce and closeout documentation is pending.
- 6 out of 10 required jobs created. NC Commerce sending sample paperwork for clawback of approximately \$20,000.

(Fund 69) Volkswagen Settlement Grant

- Grant being closed out.

(Fund 71) Brownfield Grant

- This \$300,000 grant to analyze environmental issues on properties in Warrenton.
- Phase I's and Phase II's being conducted for several properties.

Outstanding/In Progress Grant Applications:

- FEMA Hazard Mitigation grant – for berm to prevent flooding at WWTP
- NCDEQ Stormwater AIA – for evaluating stormwater issues
- NCDEQ – for up to \$500,000 in grant funding for WWTP
- Golden Leaf Foundation – funding of stormwater issue along N. Main, N. Front and Brehon Street up to \$250,000



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

RESOLUTION

RESOLUTION AUTHORIZING THE FILING OF AN APPLICATION FOR APPROVAL OF A FINANCING AGREEMENT AUTHORIZED BY NORTH CAROLINA GENERAL STATUTE 160A-20.

WHEREAS, the Town of Warrenton, North Carolina desires to construct a municipal parking lot along S. Front Street in Warrenton (the “Project”) to better serve the citizens of Warrenton; and

WHEREAS, the Town of Warrenton desires to finance the Project by the use of an installment contract authorized under North Carolina General Statute 160a, Article 3, Section 20; and

WHEREAS, findings of fact by this governing body must be presented to enable the North Carolina Local Government Commission to make its findings of fact set forth in North Carolina General Statute 159, Article 8, Section 151 prior to approval of the proposed contract;

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of Warrenton, North Carolina meeting in regular session on the 10th day of July 2023 make the following findings of fact:

1. The proposed contract is necessary or expedient because of the immediate needs for parking to support a downtown renovation project and the current requirements to work within the current budget.
2. The proposed contract is preferable to a bond issue for the same purpose because a bond issue would be substantially more costly than a finance contract or loan agreement.
3. The sums to fall due under the contract are adequate and not excessive for the proposed purpose as estimates from a variety of competitive, finance sources have been obtained.
4. The Town of Warrenton’s debt management procedures and policies are good as demonstrated in a consistent history of making debt payments on time in strict compliance with the law.
5. There will be no increase in taxes necessary to meet the sums to fall due under the proposed contract. An increase in ad valorem revenues is anticipated from commercial property improvements currently underway.
6. The Town of Warrenton is not in default on any of its debt service obligations.
7. The attorney for the Town of Warrenton has rendered an opinion that the proposed Project is authorized by law and is a purpose for which the public funds may be expended pursuant to the Constitution and laws of North Carolina.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Mayor, Walter Gardner, is hereby authorized to act on behalf of the Town of Warrenton in filing an application with the North Carolina Local Government Commission for approval of the Project and the proposed financing contract and other actions not inconsistent with this resolution.

The resolution is effective upon its adoption this 10th day of July, 2023. The motion to adopt this resolution was made by _____ and seconded by _____ and passed by a vote of _____ to _____.

Mayor: _____

ATTEST: _____

This is to certify that this is a true and accurate copy of Resolution No. _____ Adopted by the Board of Commissioners of the Town of Warrenton on the 10th day of July, 2023.



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

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**RESOLUTION
BY THE BOARD OF COMMISSIONERS
OF THE TOWN OF WARRENTON
INSTALLMENT PURCHASE**

Whereas, a municipal parking lot functions as a vital component of Warrenton’s economy and its economic development; and

Whereas, a municipal parking lot will impact a current redevelopment project of twenty-two market rate apartments and four retail spaces; and

Whereas, the Town has received two quotes from First Citizens Bank and Truist Bank; and

Whereas, _____ Bank has provided the most competitive rate of ____% over a ____-year term;

Now, therefore, we the Board of Commissioners of the Town of Warrenton do hereby authorize the Town Administrator to accept the terms provided by _____ Bank and seek the approval of funding from the North Carolina Local Government Commission.

The resolution is effective upon its adoption this 10th day of July 2023. The motion to adopt this resolution was made by _____ and seconded by _____ and passed by a vote of _____ to _____.

Mayor: _____

ATTEST: _____

This is to certify that this is a true and accurate copy of Resolution No. _____ Adopted by the Board of Commissioners of the Town of Warrenton on the 10th day of July 2023.



Walter M. Gardner, Jr. – Mayor
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Municipal Parking Lot Project Financing Summary

The Town has purchased land near Nationwide Insurance along S. Front Street for \$54,000 for the purpose of constructing a municipal parking lot. The Town has attempted to secure grant funding from USDA and NC Department of Commerce for the project but does not qualify for USDA funding at a reasonable rate and was not awarded funding from the NC Department of Commerce.

To complete the project in a timely manner, the below loan is required to construct the parking lot and complete the project. Projections for costs are \$115,000 based on engineering estimates and quotes from contractors. The Town is seeking a maximum loan amount of \$125,000.

Option 1:

First Citizens Bank

5 or 7-year term at 5% interest rate

Monthly payments for a 7-year term would be \$1766.74 per month

Option 2:

Truist Bank

10-year term at 5.27% interest rate

Monthly payments for a 10-year term would be \$1342.48 per month



Truist Financial Corporation

Governmental Finance

5130 Parkway Plaza Blvd.
Charlotte, North Carolina 28217
Phone (704) 954-1700

June 12, 2023

Meredith Valentine
TOWN OF WARRENTON
113 S BRAGG ST
WARRENTON, North Carolina
27589-2035

Dear Ms. Valentine:

Truist Bank ("Lender") is pleased to offer this proposal for the financing requested by the TOWN OF WARRENTON ("Borrower").

PROJECT:	paving project
AMOUNT:	\$125,000.00
TERM OR MATURITY DATE:	approximately 10 years
INTEREST RATE:	5.27%
TAX STATUS:	Tax Exempt-BQ
PAYMENTS:	<u>Interest:</u> monthly, quarterly, semi-annual or annual <u>Principal:</u> monthly, quarterly, semi-annual or annual
INTEREST RATE CALCULATION:	30/360
SECURITY:	Security interest in the Project
PREPAYMENT TERMS:	Prepayable in whole at any time without penalty
RATE EXPIRATION:	08/15/23
DOCUMENTATION/ LEGAL REVIEW FEE:	N/A
FUNDING:	Proceeds will be deposited into an account held at Lender pending disbursement until Project completion

Resolution Approving Financing Terms

WHEREAS: The TOWN OF WARRENTON ("Borrower") has previously determined to undertake a project for the financing of Paving project (the "Project"), and the Finance Officer has now presented a proposal for the financing of such Project.

BE IT THEREFORE RESOLVED, as follows:

1. The Borrower hereby determines to finance the Project through Truist Bank ("Lender") in accordance with the proposal dated June 12, 2023. The amount financed shall not exceed \$125,000.00, the annual interest rate (in the absence of default or change in tax status) shall not exceed 5.27000%, and the financing term shall not exceed ten (10) years from closing.

2. All financing contracts and all related documents for the closing of the financing (the "Financing Documents") shall be consistent with the foregoing terms. All officers and employees of the Borrower are hereby authorized and directed to execute and deliver any Financing Documents, and to take all such further action as they may consider necessary or desirable, to carry out the financing of the Project as contemplated by the proposal and this resolution.

3. The Finance Officer is hereby authorized and directed to hold executed copies of the Financing Documents until the conditions for the delivery of the Financing Documents have been completed to such officer's satisfaction. The Finance Officer is authorized to approve changes to any Financing Documents previously signed by Borrower officers or employees, provided that such changes shall not substantially alter the intent of such documents or certificates from the intent expressed in the forms executed by such officers. The Financing Documents shall be in such final forms as the Finance Officer shall approve, with the Finance Officer's release of any Financing Document for delivery constituting conclusive evidence of such officer's final approval of the Document's final form.

4. The Borrower shall not take or omit to take any action the taking or omission of which shall cause its interest payments on this financing to be includable in the gross income for federal income tax purposes of the registered owners of the interest payment obligations. The Borrower hereby designates its obligations to make principal and interest payments under the Financing Documents as "qualified tax-exempt obligations" for the purpose of Internal Revenue Code Section 265(b)(3).

5. The Borrower intends that the adoption of this resolution will be a declaration of the Borrower's official intent to reimburse expenditures for the Project that are to be financed from the proceeds of the Lender financing described above. The Borrower intends that funds that have been advanced, or that may be advanced, from the Borrower's general fund or any other Borrower fund related to the Project, for project costs may be reimbursed from the financing proceeds.

6. All prior actions of Borrower officers in furtherance of the purposes of this resolution are hereby ratified, approved, and confirmed. All other resolutions (or parts thereof) in conflict with this resolution are hereby repealed, to the extent of the conflict. This resolution shall take effect immediately.

Approved this _____ day of _____, 20__

By: _____

By: _____

Title: _____

Title: _____

SEAL



July 7, 2023

To: Meredith Valentine, Finance Officer

Re: Proposal for 2023 Installment Purchase Contract, Town of Warrenton, North Carolina

Following is our offer for the financing requested in the amount of \$125,000:

Rate Structure	Maturity	Payment Structure
5.00% BQ	7 years	Annual principal and interest payments

This transaction can be closed using draft documents provided by First-Citizens Bank & Trust Company. There will be no closing costs or ongoing fees due to the Bank. In addition to executed transaction documents in form satisfactory to the Bank, you must provide an opinion of your attorney addressing certain matters, including, but not limited to:

1. The Borrowing Structure is valid, legal, binding, and enforceable;
2. The tax-exempt status of the interest component of payments due under the financing. The attorney's opinion must state that the borrowing is designated as a "qualified tax-exempt obligation" under Section 265(b)(3)(B) of the Internal Revenue Code of 1986, as amended.

The borrowing entity must also designate the obligation as a "qualified tax-exempt obligation" prior to closing. It is recommended that this designation be included or recited in the borrowing ordinance/resolution. You or your advisors will be responsible for preparing and filing any IRS required documents.

The rate contained in this proposal is subject to change unless the loan is closed within 45 days of the date hereof. If you have any questions, please contact Courtney Dunlap at 803-931-1721 or me at 803-931-1723.

Thank you for the opportunity to submit this proposal.

First-Citizens Bank & Trust Company

By: Steve Groth
Director of Government Lending

The foregoing proposal is
accepted and approval of
rate and funding is requested:

Town of Warrenton, North Carolina

By: _____

Title: _____

Date: _____

Town of Warrenton 2023 IPC

Computation Interval: Annual

Nominal Annual Rate: 5.000%

Cash Flow Data - Loans and Payments

	Event	Date	Amount	Number	Period	End Date
1	Loan	08/16/2023	125,000.00	1		
2	Payment	08/16/2024	21,602.48	6	Annual	08/16/2029
3	Payment	08/16/2030	21,602.47	1		

TValue Amortization Schedule - U.S. Rule, 30E3/360

	Date	Payment	Interest	Principal	Balance
Loan	08/16/2023				125,000.00
2023 Totals		0.00	0.00	0.00	
1	08/16/2024	21,602.48	6,250.00	15,352.48	109,647.52
2024 Totals		21,602.48	6,250.00	15,352.48	
2	08/16/2025	21,602.48	5,482.38	16,120.10	93,527.42
2025 Totals		21,602.48	5,482.38	16,120.10	
3	08/16/2026	21,602.48	4,676.37	16,926.11	76,601.31
2026 Totals		21,602.48	4,676.37	16,926.11	
4	08/16/2027	21,602.48	3,830.07	17,772.41	58,828.90
2027 Totals		21,602.48	3,830.07	17,772.41	
5	08/16/2028	21,602.48	2,941.45	18,661.03	40,167.87
2028 Totals		21,602.48	2,941.45	18,661.03	
6	08/16/2029	21,602.48	2,008.39	19,594.09	20,573.78
2029 Totals		21,602.48	2,008.39	19,594.09	
7	08/16/2030	21,602.47	1,028.69	20,573.78	0.00
2030 Totals		21,602.47	1,028.69	20,573.78	
Grand Totals		151,217.35	26,217.35	125,000.00	

ANNUAL PERCENTAGE RATE	FINANCE CHARGE	Amount Financed	Total of Payments
The cost of your credit as a yearly rate.	The dollar amount the credit will cost you.	The amount of credit provided to you or on your behalf.	The amount you will have paid after you have made all payments as scheduled.
5.000%	\$26,217.35	\$125,000.00	\$151,217.35

WARRENTON - WARRENTON PARKING LOT - 207 S MAIN ST. - 2I-118

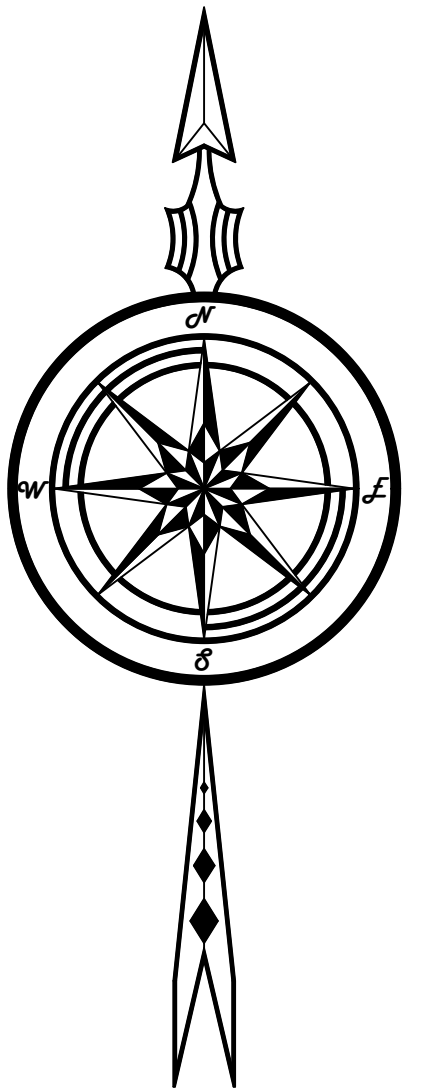
NOT TO SCALE



LITTLE ENVIRONMENTS, PLLC
NCBELS P-1292
P.O. BOX 6388
RALEIGH, N.C. 27628
PHONE: 919-916-9061

[illegible]

NOT TO SCALE



GENERAL NOTES

1.

LOCATION AND TOPOGRAPHICAL INFORMATION WAS TAKEN FROM AN ACTUAL FIELD SURVEY PERFORMED BY NATHAN HYMILLER OCT 2021 REFERENCE DATUM IS NAD 83/ NAVD 88.
2.

BOUNDARY INFORMATION IS SHOWN FOR REFERENCE ONLY. CONSULT PROFESSIONAL LAND SURVEYOR FOR BOUNDARY DATA.
3.

THIS SITE WAS NOT SURVEYED WITH NCDOT TOPOGRAPHY UTILIZED. CONTRACTOR TO VERIFY LOCATION OF ALL ITEMS IN THE FIELD TO ENSURE THAT THE PROJECT CAN BE DONE ACCORDING TO PLAN.
4.

RIGHT-OF WAY AND BOUNDARY INFORMATION ARE ESTIMATES AND NOT AN EXACT LOCATION. CONTRACTOR TO FIELD DETERMINE THE RIGHT-OF WAY AND KEEP THE PROJECT WITHIN THE RIGHT-OF-WAY.
5.

ALL MATERIALS, CONSTRUCTION, WORKMANSHIP SHALL MEET THE TOWN OF WARRENTON'S SPECIFICATIONS, STANDARDS AND DESIGN.
6.

CONTRACTOR SHALL COMPLY WITH ALL PERTINENT PROVISIONS OF THE "MANUAL OF ACCIDENT PREVENTION IN CONSTRUCTION" ISSUED BY AGC OF AMERICA, INC., AND THE SAFETY AND HEALTH REGULATIONS FOR CONSTRUCTION ISSUED BY THE U.S. DEPARTMENT OF LABOR.
7.

THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE REPAIR OF ANY PAVEMENT OR EXISTING UTILITIES THAT MAY BE DAMAGED DUE TO CONSTRUCTION ACTIVITY. EXERCISE CAUTION.
8.

IT IS COMMON FOR REVISIONS TO OCCUR TO THE SEALED DRAWINGS DURING THE PERMITTING AND BIDDING PHASE. AS A RESULT, ONLY PLANS SIGNED AND DATED BY THE ENGINEER OF RECORD IN THE "APPROVED FOR CONSTRUCTION" CERTIFICATE (IN ADDITION TO THE SIGNATURE AND DATE OVER THE SEAL) AND, IF APPLICABLE, ALSO BEARING THE SIGNATURE AND DATE OF THE APPLICABLE LOCAL GOVERNMENT AUTHORITY REVIEWING AND APPROVING THE PLANS, WILL BE CONSIDERED THE APPROVED CONSTRUCTION DRAWINGS. THESE PLANS ONLY ARE TO BE USED FOR CONSTRUCTION. WORK EITHER STAKED OR CONSTRUCTED FROM PLANS STAMPED "PRELIMINARY" OR WITH THE SIGNATURE MISSING FROM THE "APPROVED FOR CONSTRUCTION" CERTIFICATE WILL BE CONSIDERED UNACCEPTABLE FOR CONSTRUCTION. THE CONTRACTOR SHALL BE RESPONSIBLE FOR REMEDIATING AND CORRECTING ALL CONFLICTS CREATED BY HIM, AT HIS OWN EXPENSE, WHICH MAY BE AT VARIANCE WITH THE APPROVED CONSTRUCTION DRAWINGS.
9.

ALL CONCRETE IS TO BE MINIMUM 3000 PSI AT 28 DAYS, UNLESS OTHERWISE NOTED ON THE PLANS.
10.

DO NOT POUR ANY CONCRETE BEFORE FORMS ARE INSPECTED AND APPROVED BY THE CITY CONSTRUCTION INSPECTOR. FAILURE TO DO SO MAY CONSTITUTE REMOVAL OF WORK PERFORMED AT CONTRACTOR'S COST UNTIL MADE SATISFACTORY BY THE INSPECTOR.
11.

CONTRACTOR IS REQUIRED TO PROVIDE "AS-BUILT" DRAWINGS FOR ENGINEER UPON COMPLETION OF CONSTRUCTION. NOTE ANY DEVIATIONS FROM THE ORIGINAL PLANS. PLANS ARE TO REFLECT THE ACTUAL LOCATION, MATERIALS AND DEPTH OF FACILITY ALONG WITH VALVE TIE-DOWNS. FAILURE TO PROVIDE AS-BUILT DRAWINGS MAY DELAY PROJECT AND REQUIRE AT CONTRACTOR'S EXPENSE, A FIELD SURVEY BY A PLS.

- EARTHWORK/EROSION:

12.

SITE DISTURBANCE IS LESS THAN 1 ACRE, THEREFORE AN EROSION CONTROL PERMIT IS NOT REQUIRED. HOWEVER, MISCELLANEOUS MEASURES HAVE BEEN SHOWN TO AID IN PREVENTING SEDIMENT FROM LEAVING THE SITE. CONTRACTOR WILL BE RESPONSIBLE FOR CONTAINING SEDIMENT ON-SITE.
13.

ALL ADDITIONAL EROSION CONTROL ITEMS THAT ARE INSTALLED THAT ARE NOT SHOWN ON THE PLANS, SHALL BE APPROVED BY THE LOCAL AGENCY OR THE ENGINEER BEFORE INSTALLING IN ORDER TO APPROVE FOR PAYMENT. ITEMS NOT APPROVED WILL BE INSTALLED AT THE CONTRACTOR'S EXPENSE.
14.

ALL DISTURBED AREAS SHALL BE LANDSCAPED AND SEEDED WITHIN 7 DAYS OF COMPLETION OF CONSTRUCTION.
15.

THE LOCATION OF THE TOPSOIL STOCKPILE SHALL BE COORDINATED WITH THE TOWN.
16.

ALL CONSTRUCTION DEBRIS SHALL BE DISPOSED OF OFF-SITE IN A STATE PERMITTED LANDFILL.
17.

UNLESS NOTED OTHERWISE, ALL TREES NOT MARKED TO BE REMOVED ARE NOT TO BE DISTURBED. THEY ARE TO BE PROTECTED FROM DAMAGE BY EQUIPMENT DURING CONSTRUCTION.
18.

WHEN CLEARING RIGHT-OF-WAY OR EASEMENTS, WATCH FOR TALL YOUNG SLENDER UNBRACED PINE TREES THAT COULD FALL INTO THE RIGHT-OF-WAY AFTER CONSTRUCTION IS COMPLETE. BRING TO THE ATTENTION OF ENGINEER FOR RESOLUTION DURING CLEARING OPERATION.

- STREETS:

19.

ALL SIGNS, PAVEMENT MARKINGS, AND OTHER TRAFFIC CONTROL DEVICES SHALL CONFORM TO THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES, LATEST EDITION AS AMENDED, AND ARE THE CONTRACTOR'S RESPONSIBILITY.
20.

THE CONTRACTOR SHALL BE RESPONSIBLE FOR ALL WORK ZONE TRAFFIC CONTROL IN OR ADJACENT TO NCDOT OR CITY RIGHT-OF-WAY. ALL METHODS SHALL CONFORM TO THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (MUTCD) AND NCDOT STANDARDS.
21.

WORK WITHIN THE NCDOT RIGHT-OF-WAY SHALL CONFORM TO NCDOT STANDARDS AND SPECIFICATIONS.
22.

CONTRACTOR SHALL SAW-CUT TO PROVIDE SMOOTH TRANSITION AT TIE-IN TO EXISTING EDGE OF PAVEMENT WHERE APPLICABLE.
23.

CONTRACTOR WILL BE RESPONSIBLE FOR PROVIDING ALL PAVEMENT MARKINGS IN HIS BID. ALL LINES ARE TO BE 4" WHITE UNLESS OTHERWISE NOTED.

- UTILITIES:

24.

EXISTING UTILITY LOCATIONS SHOWN, IF ANY, ARE APPROXIMATE AND SHALL BE VERIFIED IN THE FIELD PRIOR TO BEGINNING WORK. CONTRACTOR SHALL CONTACT NC ONE CALL CENTER AT 811 FOR LOCATIONS OF EXISTING UTILITIES PRIOR TO BEGINNING CONSTRUCTION.
25.

ANY RELOCATION OF EXISTING ELECTRICAL FACILITIES WILL BE AT THE TOWN'S EXPENSE.
26.

CONTRACTOR SHALL EXERCISE EXTREME CAUTION WHEN WORKING UNDER, AROUND, AND/OR ADJACENT TO EXISTING POWER LINES.
27.

STORM DRAINAGE PIPE IF SHOWN, IS TO BE CLASS III REINFORCED CONCRETE MEETING ASTM C-76, LATEST REVISION.
28.

ON WATERLINES, "MEGALUG" JOINT RESTRAINTS MAY BE USED IN LIEU OF CONCRETE BLOCKING AT FITTINGS NORMALLY IN LIEU OF CONCRETE BLOCKING AT FITTINGS NORMALLY REQUIRED TO HAVE CONCRETE BLOCKING.
29.

ALL FIRE HYDRANTS SHALL BE SET TO HEIGHT PER CITY DETAIL. ADJUSTING FIRE HYDRANTS TO GRADE IS CONSIDERED INCIDENTAL TO THE COST OF THE FIRE HYDRANT. ALL FIRE HYDRANTS SHALL BE INSTALLED WITH STORZ CONNECTOR ON THE NOZZLE OPENING.
30.

ALL SITE PLUMBING IS TO MEET THE NC STATE BUILDING CODE VOLUME II. PLUMBING.
31.

EXISTING OR NEW OPERABLE MANHOLES OR WETWELLS QUALIFY AS "CONFINED" AND REQUIRE COMPLIANCE WITH OSHA "CONFINED ACCESS ENTRY" REQUIREMENTS. CERTIFIED EQUIPMENT, PROPER NOTIFICATION AND OTHER APPLICABLE EQUIPMENT AND/OR DEVICES MAY BE NECESSARY TO PROTECT WORKERS. AFTER SYSTEM IS OPERATIONAL FROM HYDROGEN-SULFIDE GAS BUILD-UP OR AN OTHERWISE OXYGEN-LESS ENVIRONMENT.
32.

THE COST FOR POWER POLE RELOCATION IS TO BE BORNE BY THE TOWN. CONTRACTOR IS TO COORDINATE RELOCATION WITH THE LOCAL POWER PROVIDER AND THE TOWN.
33.

THE TOWN WILL CONDUCT BACTERIOLOGICAL TESTING OF WATERLINES, WHICH HAVE SUCCESSFULLY PASSED HYDROSTATIC TESTING AND HAVE BEEN DISINFECTED IN CONFORMANCE WITH BOTH THE AWWA STANDARDS. THIS PROCEDURE REQUIRES 5 DAYS TO COMPLETE.

EROSION AND SEDIMENTATION CONTROL NARRATIVE

- I. PROJECT DESCRIPTION

THE PURPOSE OF THIS PROJECT IS TO BUILD A PUBLIC PARKING LOT BEHIND 207 S. MAIN ST AND ACCESSIBLE TO MAIN ST AND FRONT STREET.
- THE PROJECT IS SCHEDULED TO BEGIN CONSTRUCTION IN MARCH 2022, WITH PROJECT COMPLETION AND FINAL STABILIZATION BY JULY 2022. THE EROSION AND SEDIMENT CONTROL PROGRAM FOR THIS PROJECT WILL INCLUDE THE INSTALLATION OF NECESSARY EROSION CONTROL MEASURES, WITH TEMPORARY SEEDING AND PERMANENT SEEDING OF THE SITE.
- II. EXISTING SITE CONDITIONS

THE PROPOSED SITE IS CURRENTLY URBAN/DEVELOPED AND ZONED COMMERCIAL. THE SITE DRAINS TO THE WEST OF THE PROPERTY, ULTIMATELY FLOWING INTO A TRIBUTARY OF THE TAR-PAMLICO RIVER BASIN.
- III. ADJACENT PROPERTY

ALL ADJACENT PROPERTY LINES AND PROPERTY OWNERS ARE SHOWN ON THE SITE PLAN.
- IV. SOILS

THE SOIL AT THIS SITE IS URBAN AS THE STREET IS EXISTING AND THE AREA FULLY DEVELOPED.
- V. EROSION AND SEDIMENT CONTROL MEASURES

ALL VEGETATIVE AND STRUCTURAL EROSION AND SEDIMENT CONTROL PRACTICES SHALL BE CONSTRUCTED AND MAINTAINED BY THE CONTRACTOR ACCORDING TO THESE PLANS AND SPECIFICATIONS AND THE MINIMUM STANDARDS OF THE DEPT. OF ENVIRONMENTAL MANAGEMENT, LAND QUALITY SECTION. THE CONTRACTOR SHALL ALSO FOLLOW ANY ADDITIONAL REQUIREMENTS AS OUTLINED BY THE PROJECT ENGINEER.
- A. STRUCTURAL PRACTICES

1. THE CONTRACTOR IS RESPONSIBLE FOR SECURING A MATERIAL LAY DOWN AND STOCKPILE STORAGE AREA FOR THIS CONTRACT. AS SUCH, THE CONTRACTOR IS RESPONSIBLE FOR THE NECESSARY EROSION CONTROL MEASURES, INCLUDING BUT NOT NECESSARILY LIMITED TO, A CONSTRUCTION ENTRANCE, SILT FENCE, PROTECTION OF STREAMS/BUFFERS, CLEAN UP AND RESTORATION OF SITE TO THE SATISFACTION OF BOTH THE OWNER AND THE DWQ, LAND QUALITY SECTION.

2. VEHICLE WHEELS SHALL BE CLEAN WHEN LEAVING THE SITE TO PREVENT THE TRACKING OF MUD ON PAVED ROADS.

3. CONSTRUCTION ROAD STABILIZATION: CONSTRUCTION TRAFFIC SHALL BE LIMITED TO STABILIZED AREAS. AT A MINIMUM, A TEMPORARY GRAVEL CONSTRUCTION ENTRANCE SHALL BE PROVIDED AS SHOWN ON THIS DRAWING.

4. SILT FENCE: SILT FENCES SHALL BE PROVIDED WHERE SHOWN AND AS NEEDED ON THE SITE PLAN. THESE BARRIERS SHALL BE USED TO CONTAIN SEDIMENT.

5. HORSESHOE STONE CHECK DAMS: PLACE STONE AND FILTER MEDIA TO THE DIMENSIONS AND SHAPE SHOWN AS SOON AS PRACTICAL AFTER GRADING OF DITCHES.

6. TEMPORARY DITCH LINER, NETTING AND MATTING: A TEMPORARY STRIP OF FIBERGLASS NET SHALL BE STAKED DOWN OVER STRAW MULCH. THE NET IS TO HOLD THE STRAW IN PLACE AND STAPLED TO THE GROUND SNUGLY. STAPLE TOP END AT 12" O.C. AND EVERY 3 FEET AROUND THE EDGES AND BOTTOM. OVERLAP SUCCESSIVE ROLLS AT 18". BURY THE UP STREAM END IN A SLOT OR TRENCH NO LESS THAN 6" DEEP, COVER AND TAMP FIRMLY.
- B. VEGETATIVE PRACTICES

1. TEMPORARY SEEDING: ALL DENUDED AREA OR AREAS TO BE GRADED DURING THE CONSTRUCTION PHASES THAT ARE NOT TO BE BROUGHT TO FINAL GRADE WITHIN 7 DAYS SHALL RECEIVE TEMPORARY SEEDING WITHIN 7 DAYS OF COMPLETING INITIAL EARTHWORK. GRADED SLOPES AND FILLS SHALL RECEIVE TEMPORARY OR PERMANENT SEEDING WITHIN 14 CALENDAR DAYS AFTER COMPLETION OF ANY PHASE OF GRADING. TEMPORARY SEEDING SHALL ALSO BE USED TO STABILIZE FINISHED GRADE AREAS IF THE TIME OF YEAR IS OUTSIDE THE SPECIFIED PERMANENT SEEDING PERIODS. TEMPORARY SEEDING SHALL BE IN ACCORDANCE WITH THE SEEDING SPECIFICATION SCHEDULE.
- C. MANAGEMENT STRATEGIES

1. PERIMETER MEASURES ARE TO BE INSTALLED PRIOR TO GRUBBING OR GRADING.

2. TAIL DITCHES SHALL BE STABILIZED IMMEDIATELY FOLLOWING THEIR CONSTRUCTION. AS AN ALTERNATE, ROCK CHECK DAMS MAY BE PROVIDED AT THEIR OUTLETS AND/OR THE TERMINAL DOWNSTREAM END OF DISTURBANCE UNTIL GROUND COVER IS IMPLEMENTED.

3. STOCK PILE AND/OR WASTE AREAS MUST BE MAINTAINED WITHIN THE LIMITS OF THE AREAS PROTECTED BY THE PROPOSED MEASURES AND OTHERWISE TEMPORARILY SEEDED IF TO BE LEFT STOCKPILED OVER 14 DAYS.

4. CONSTRUCTION SHALL BE PLANNED SO THAT GRADING OPERATIONS CAN BEGIN AND END AS QUICKLY AS POSSIBLE.

5. SILT FENCES SHALL ALSO BE INSTALLED PRIOR TO OR AS A FIRST STEP IN CONSTRUCTION.

6. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE INSTALLATION AND MAINTENANCE OF ALL EROSION AND SEDIMENT CONTROL PRACTICES.
- D. VEGETATIVE GROUND COVER

IMMEDIATELY FOLLOWING GRADING, ALL AREAS SHALL RECEIVE EITHER PERMANENT OR TEMPORARY SEEDING, AS APPLICABLE, PER SEEDING SPECIFICATIONS SCHEDULE. SEE CONSTRUCTION DETAILS AND NOTES FOR SEEDING SCHEDULE.
- E. SEED BED PREPARATION

1. THE SOIL SHALL BE SCARIFIED OR OTHERWISE LOOSENED TO A DEPTH OF NOT LESS THAN 5 INCHES EXCEPT AS OTHERWISE DIRECTED BY THE ENGINEER. CLODS SHALL BE BROKEN AND THE TOP THREE INCHES OF SOIL SHALL BE WORKED INTO AN ACCEPTABLE SEEDBED BY THE USE OF SOIL PULVERIZERS, DRAGS, OR HARROWS.

2. ON 2:1 SLOPES A SEEDBED PREPARATION WILL BE REQUIRED THAT IS THE SAME DEPTH AS THAT REQUIRED ON FLATTER AREAS, ALTHOUGH THE DEGREE OF SMOOTHNESS MAY BE REDUCED FROM THAT REQUIRED ON THE FLATTER AREAS.

3. SEEDBED PREPARATION WITHIN TWO FEET OF THE EDGE OF ANY PAVEMENT SHALL BE LIMITED TO A DEPTH OF TWO TO THREE INCHES.

4. THE PREPARATION OF SEEDBEDS SHALL NOT BE DONE WHEN THE SOIL IS FROZEN, EXTREMELY WET, OR WHEN THE ENGINEER DETERMINES THAT IT IS IN AN OTHERWISE UNFAVORABLE WORKING CONDITION.

5. BEFORE MULCH IS APPLIED, THE CONTRACTOR SHALL REMOVE AND DISPOSE OF ALL EXPOSED STONES IN EXCESS OF ONE INCH IN DIAMETER AND ALL ROOTS OR OTHER DEBRIS WHICH PREVENT PROPER CONTACT OF THE MULCH WITH THE SOIL. SEGREGATION OF EXPOSED STONE UNDER ONE INCH SHALL BE AVOIDED AND, IF FOUND, DISPERSED OR DISPOSED OF AT THE DIRECTION OF THE ENGINEER.
- F. MAINTENANCE

1. RESEED AND MULCH BARE SPOTS LARGER THAN 9 SQUARE FEET (LIMITED TO 5% MAXIMUM OF SITE AREA.)

2. MAINTAIN ALL SEEDED AREAS UNTIL UNIFORM STAND IS ACCEPTABLE.

3. IF GROWTH IS NOT ESTABLISHED BY FINAL PROJECT INSPECTION, CONTINUE SPECIFIED ATTENTION UNTIL THE STAND IS ACCEPTABLE.

4. CORRECT AND REPAIR ALL UNDUE SETTLING AND EROSION WITHIN 1 YEAR AFTER FINAL INSPECTION.

5. REMOVE FROM THE SITE, ALL EROSION CONTROL STRUCTURES AFTER COMPLETE STABILIZATION AT END OF CONSTRUCTION PERIOD.

6. REMOVE SILT FROM SEDIMENT PITS AND FROM BEHIND CHECK DAMS WHEN SILT IS WITHIN HALF DEPTH OF THE PIT OR SPILLWAY. DISPOSE OF IN AN AREA WHERE SILT CANNOT RE-ENTER PIT/TRAP.

7. PLACE ROCK FROM ROCK CHECK DAMS AND GRAVEL/RIP RAP FILTER BASINS IN DITCH LINE AS ARMOR PROTECTION. DO NOT DISPOSE OF ROCK. ALL STONE ARMOR PROTECTION IS TO FIT CONTOUR OF CHANNEL. DO NOT DUMP BUT HANDSPREAD.
- G. CALCULATIONS - N/A

VI. OWNERS / FINACIALLY RESPOSIBLE PARTY ADDRESS

FINACIALLY RESPONSIBLE PARTY: CONTRACTOR

CONSTRUCTION SEQUENCE

1.

INSTALL CONSTRUCTION ENTRANCE, INLET PROTECTION AND SILT FENCE.
2.

MAINTAIN THE EXISTING OR SHIFT INSURANCE EXIT DRIVEWAY TO ACCOMODATE BUSINESS & CONSTRUCTION.
3.

GRADE THE SOUTHERN SIDE OF THE PROPOSED PARKING LOT DOWN TO THE SUB-GRADE LEVEL.
4.

INSTALL THE ELECTRICAL CONDUIT AND CONCRETE FOUNDATION FOR THE PARKING LOT LIGHTS.
5.

PERFORM A PROOF ROLL WITH APPROVAL FROM THE ENGINEER PRIOR TO THE NEXT STEP.
6.

INSTALL BASE MATERIAL UNDER CURB & GUTTER AND COMPACT IT.
7.

INSTALL THE CONCRETE CURB AND GUTTER.
8.

INSTALL BASE MATERIAL (ABC) THEN "WET IT" AND "COMPACT IT".
9.

PERFORM A PROOF ROLL WITH APPROVAL FROM THE ENGINEER.
10.

INSTALL THE TACK ON THE BASE.
11.

INSTALL THE 2" OF S9.5B ASPHALT.
12.

ROUTE TRAFFIC FROM INSURANCE COMPANY THRU SOUTH SIDE OF PROPOSED PARKING LOT.
13.

DEMOLISH THE EXISTING ASPHALT DRIVEWAY THROUGH THE SITE.
14.

REPEAT ITEMS 2 THRU 11 FOR THE NORTHERN SIDE OF THE PARKING LOT.
15.

INSTALL STRIPING AND HANDICAP SIGNAGE.
16.

INSTALL SIDEWALK.
17.

INSTALL LANDSCAPING.
18.

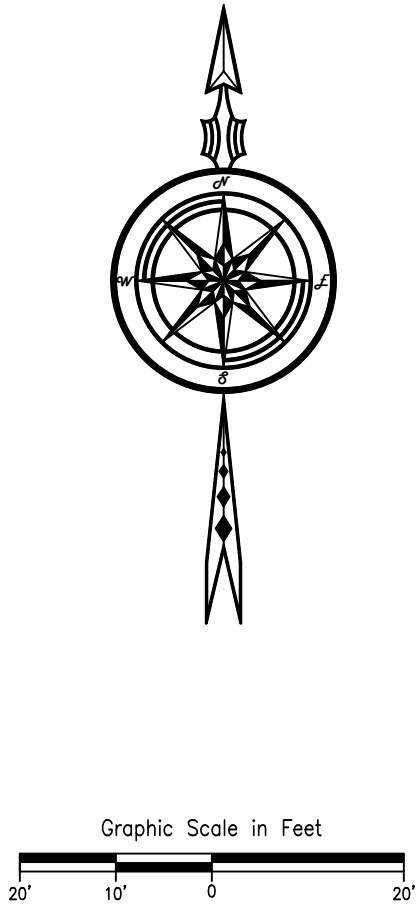
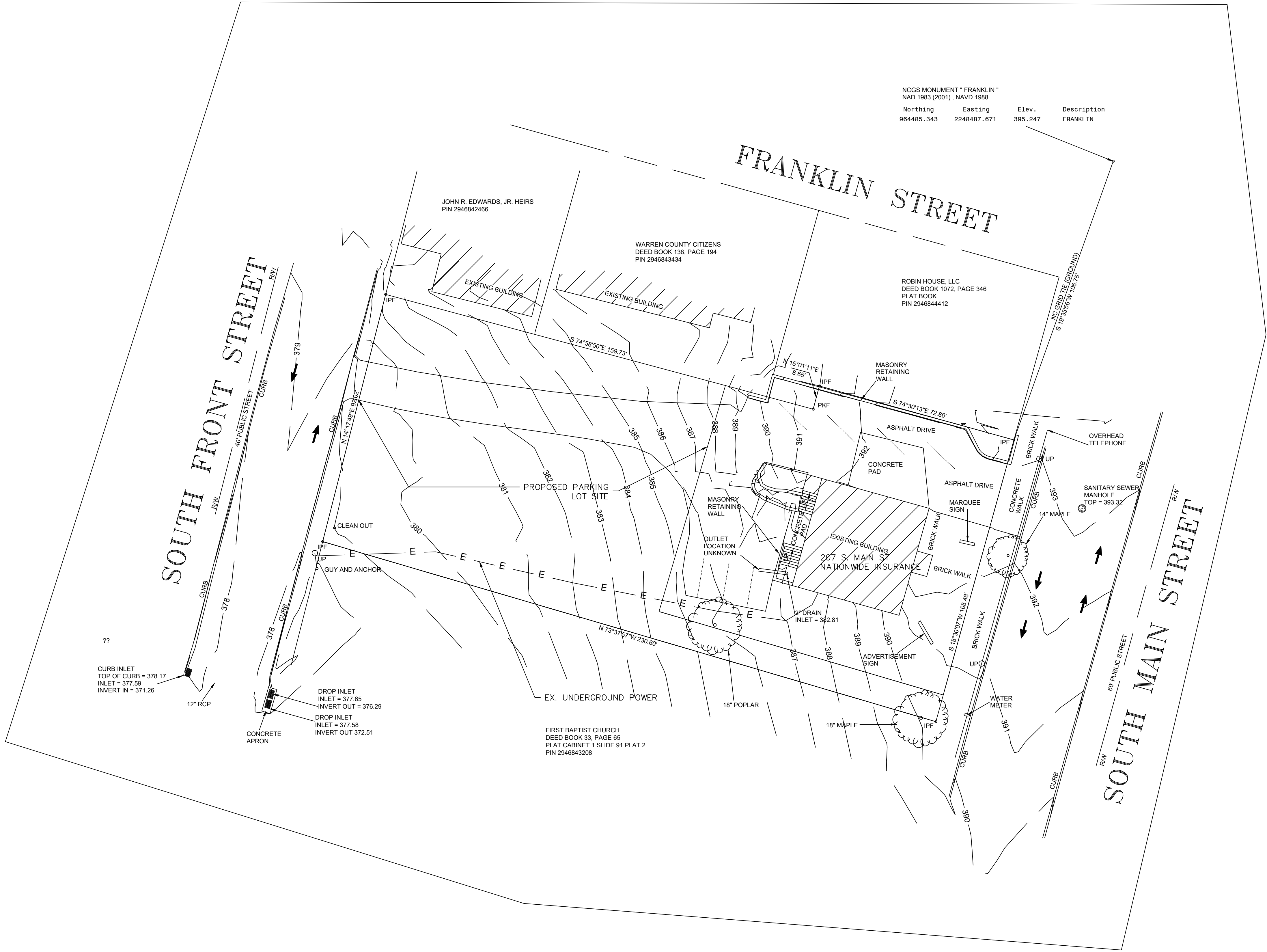
FINAL APPROVAL FROM THE ENGINEER.

GENERAL NOTES
WARRENTON PARKING LOT
207 S FRONT ST
WARRENTON, NC 27589

LITTLE ENVIRONMENTS, PLLC
P.O. BOX 6388
RALEIGH, N.C. 27628
PHONE: 919-916-9061

HOR. SCALE: AS NOTED	DATE: NOV 2021	DESIGN: CT
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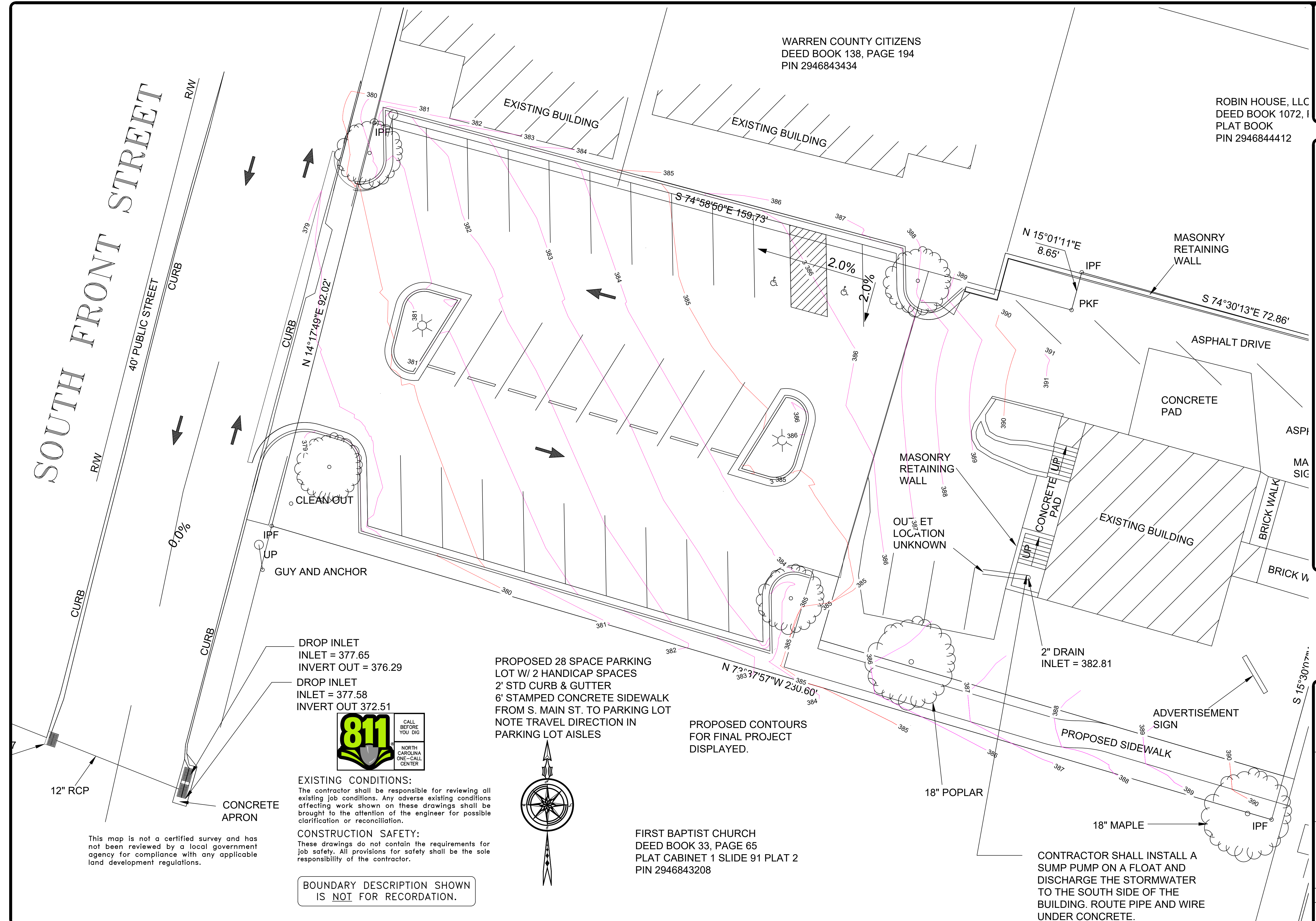
EXISTING CONDITIONS
WARRENTON PARKING LOT
207 S FRONT ST
WARRENTON, NC 27589

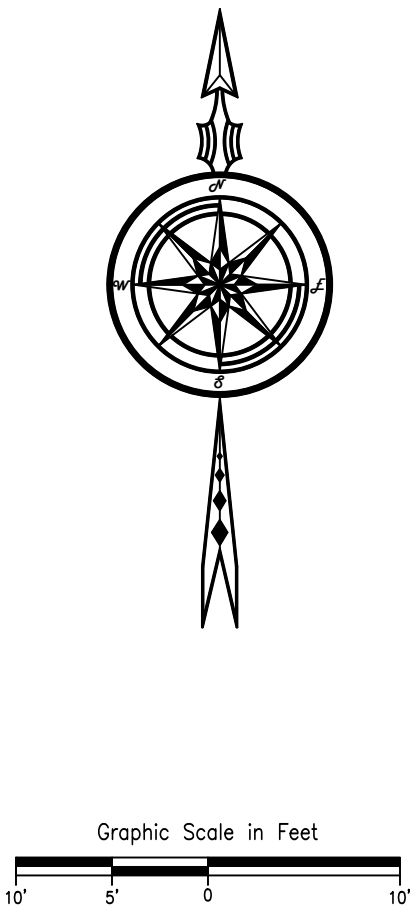
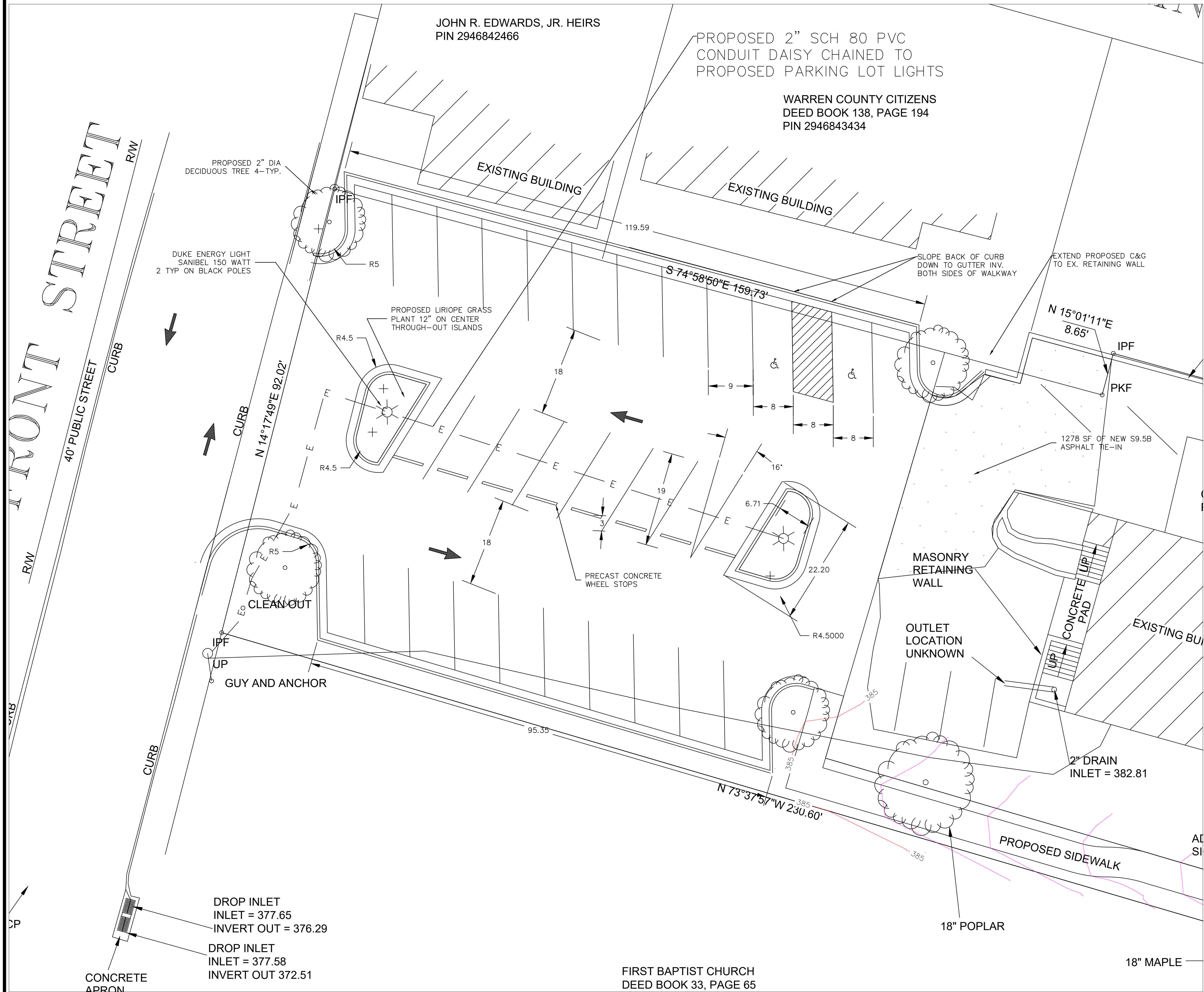
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SITE PLAN
WARRENTON PARKING LOT
207 S FRONT ST
WARRENTON, NC 27589

NO. Δ	DATE:	DESCRIPTION:	BY:	CAD:
$\frac{\Delta}{B}$	7-5-23	Shift Parking Lot. 4' N	CT	CT

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1. PROPOSED 28 STD PARKING SPACES 9'x19' AND SKEWED AT 74-DEG OFF FACE OF CURB.
2. PROPOSED 2 HANDICAP SPACES 8'x19' WITH AN 8' AISLE BETWEEN THE HC SPACES.
3. PROVIDE 2 HANDICAP PARKING SIGNS WHERE THE LEFT SIGN IS FOR VANS.
4. WHEEL STOPS IN CENTER BAY SHALL BE INSET 3' INTO PARKING SPACE.
4. PROPOSED ASPHALT SECTION IS 2" S9.5B OVER 8" OF ABC.
5. STRIPING SHALL BE PAINT-4" WIDE.
6. CURB SHALL SLOPE DOWN AT HC AISLE AND THREE(3) SIDEWALK INTERSECTIONS.
7. PROPOSED 6' SIDEWALK FROM PROPOSED PARKING LOT TO S. MAIN ST. SHALL BE CONCRETE, DYED RED AND STAMPED IN THE SAME BRICK PATTERN AS THE SIDEWALK ON S. MAIN ST.
8. PROPOSED SIDEWALK RUNNING PARALLEL TO FRONT ST SHALL BE 5' WIDE AND RUN FROM THE SOUTHERN PROPERTY LINE AT THE PARKING LOT TO THE EXISTING SIDEWALK ON THE NORTHERN END OF FRONT ST.
9. PROPOSED CURB AND GUTTER SHALL TIE-IN TO THE EXISTING CURB AND GUTTER ON FRONT ST.
10. PROPOSED C&G IN THE NE QUADRANT SHALL TIE-IN TO THE EXISTING RETAINING WALL.
11. CONTRACTOR SHALL RESTRIPE NATIONWIDE'S PARKING LOCATED IN THE SOUTHWEST CORNER OF THEIR LOT BEHIND THE BUILDING.
12. CONTRACTOR SHALL INSTALL 2" SCH 80 PVC FROM THE EXISTING POWER POLE IN THE SE CORNER TO ALL THREE(3) PROPOSED PARKING LOT LIGHTS. DUKE ENERGY SHALL BUILD THE FOUNDATIONS, SET THE LIGHTS AND PULL THE WIRE.

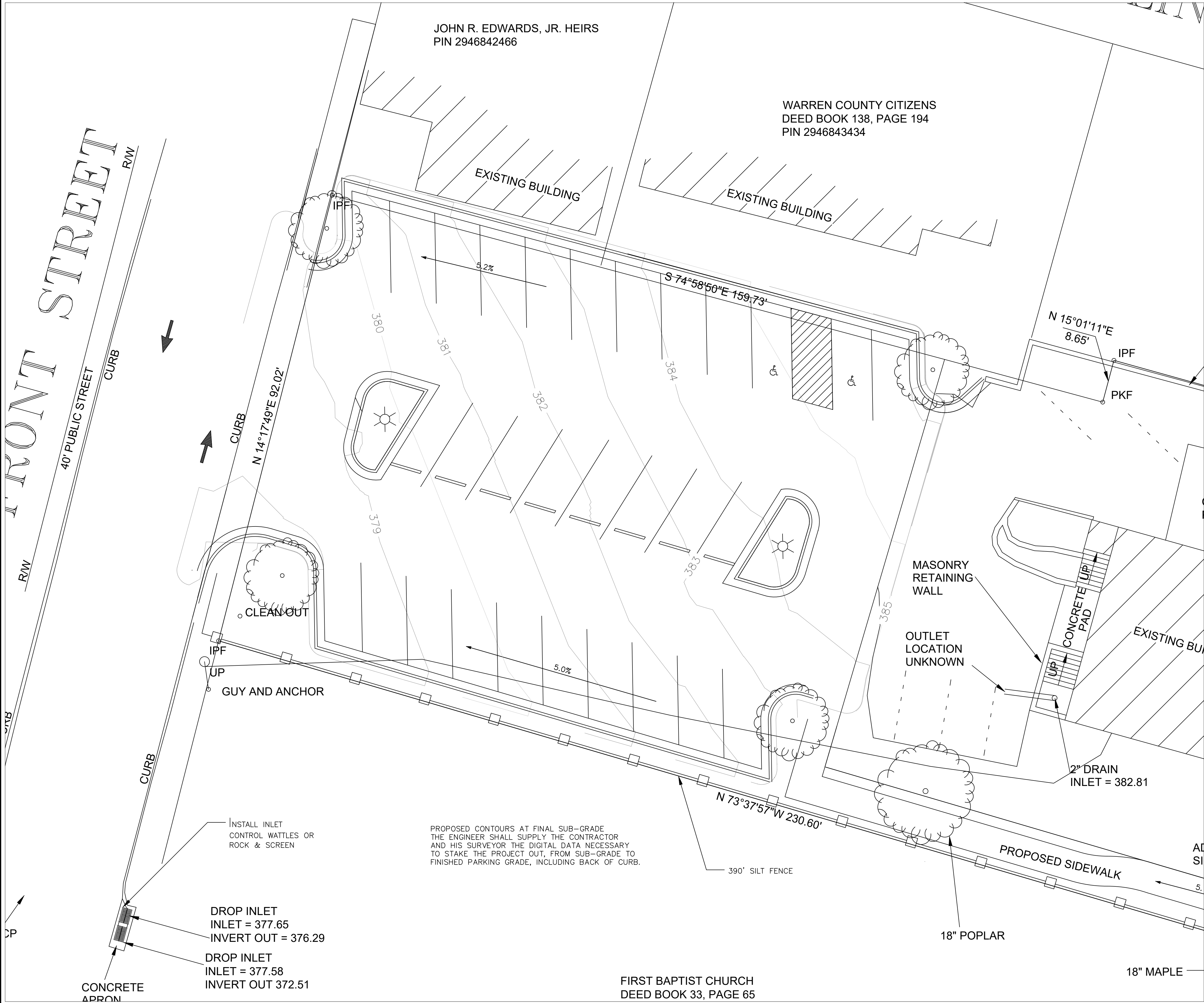
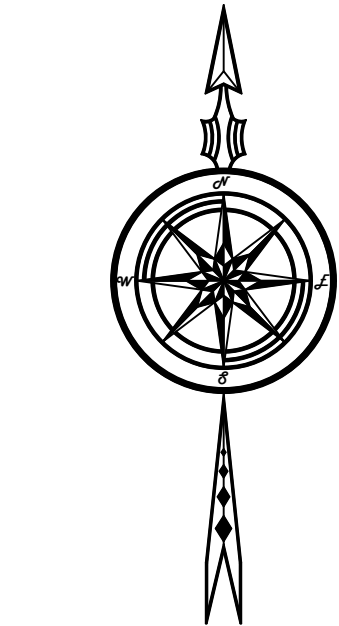
PROPOSED PARKING 30 SPACES
WARRENTON PARKING LOT
207 S FRONT ST
WARRENTON, NC 27589

NO. 1	DATE: 7-5-23	DESCRIPTION: SHIFTED PARKING LOT 4' NORTH	BY: CT	CAD: CT
21-118				

LITTLE ENVIRONMENTS, PLLC
NCBELS P-1292
P.O. BOX 6388
RALEIGH, N.C. 27628
PHONE: 919-916-9061

LITTLE ENVIRONMENTS, PLLC
P.O. BOX 6388
RALEIGH, N.C. 27628
PHONE: 919-916-9061

GRADING
WARRENTON PARKING LOT
207 S FRONT ST
WARRENTON, NC 27589



1. CONTRACTOR SHALL HIRE PLS TO PERFORM THE SITE STAKING.
2. PARKING SHALL BE IN ACCORDANCE WITH WARRENTON'S ORDINANCE - 9'x19' STALLS, 18' AISLE, 74-DEGREE SKEW.
3. CONCRETE WHEEL STOPS IN CENTER BAY 3' INSET INTO BAY.
4. 2'0" STANDARD CURB & GUTTER, NORTH C&G IS A SPILL CURB AND THE SOUTH C&G IS A CATCH CURB. MIN OF 3,000 PSI CONCRETE.
5. ASPHALT SECTION SHALL BE 2" OF S9.5B OVER 8" OF ABC BASE COURSE. SUBGRADE COMPACTED TO 95% STD PROCTOR, BASE COMPACTED TO 100% STD. PROCTOR.
6. PAINTING SHALL BE PAINT AND SHALL TERMINATE AT EDGE OF C&G. FACE OF CURB SHALL BE THE POINT OF ORIGIN FOR THE PARKING STALL.
7. CUT AND FILL VOLUME IS PROVIDED AS AN ESTIMATE FOR THE CONTRACTOR BASED ON MODELING RESULTS WITHOUT CONSIDERATION FOR IN-SITU CONDITIONS. RAW DATA ASSUMES IN-SITU CONDITIONS COMPLETELY COMPACTED. FACTORED DATA ASSUMES A 15% FLUFF FACTOR ON CUT MATERIAL AND A 20% SHRINKAGE FACTOR ON PLACED FILL MATERIAL. NOTE THIS IS AN EXPORT PROJECT.

AREA DESCRIPTION	RAW (CY)	FACTORED (CY)
PAVING GRADED TO SUB-GRADE	290 35	335 - CUT 42 - FILL
SIDEWALK (SOUTH SIDE OF LOT)	1 37	1 - CUT 44 - FILL
TOTAL PROJECT	291 72	336 - CUT 86 - FILL

PROPOSED PARKING LOT ASPHALT AREA	=	10,790 SF
PROPOSED ASPHALT ON EX. LOT	=	1,278 SF
PROPOSED C&G	=	485 LF
CATCH CURB	=	175 LF
SPILL CURB	=	310 LF

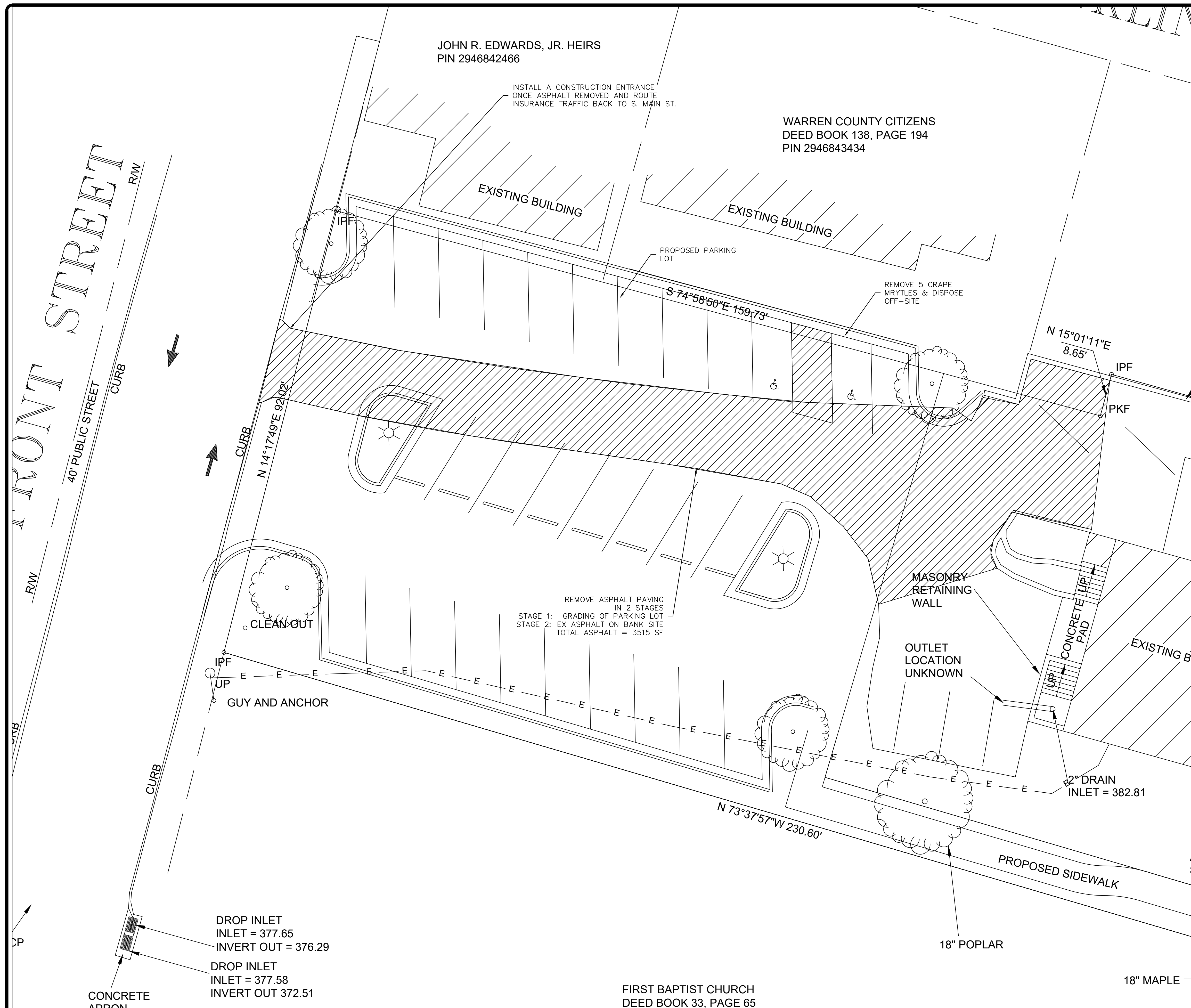
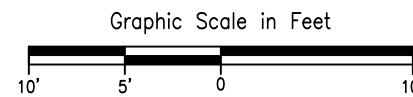
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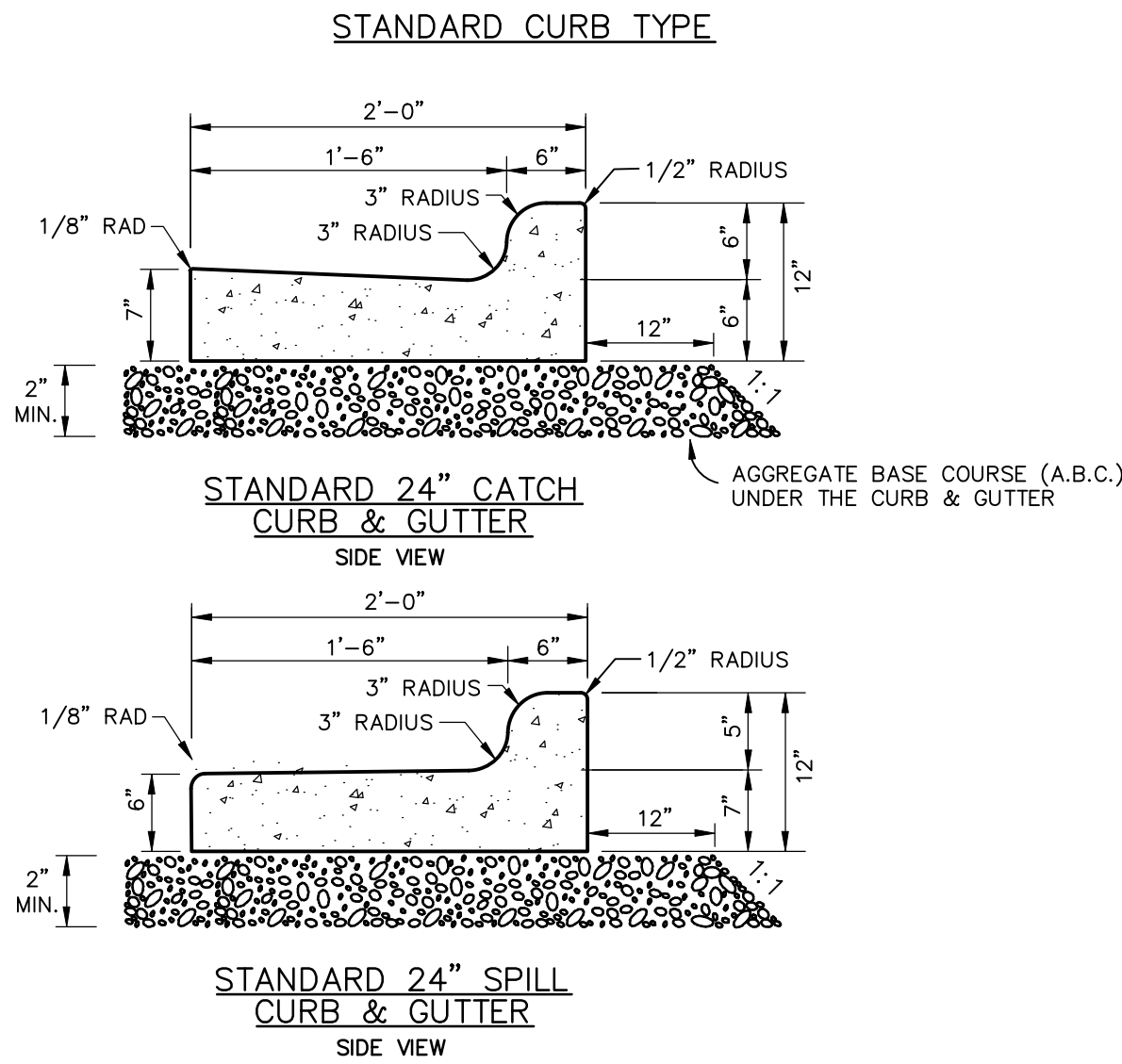
LITTLE ENVIRONMENTS, PLLC
P.O. BOX 6388
RALEIGH, N.C. 27628
PHONE: 919-916-9061

DEMOLITION
WARRENTON PARKING LOT
207 S FRONT ST
WARRENTON, NC 27589

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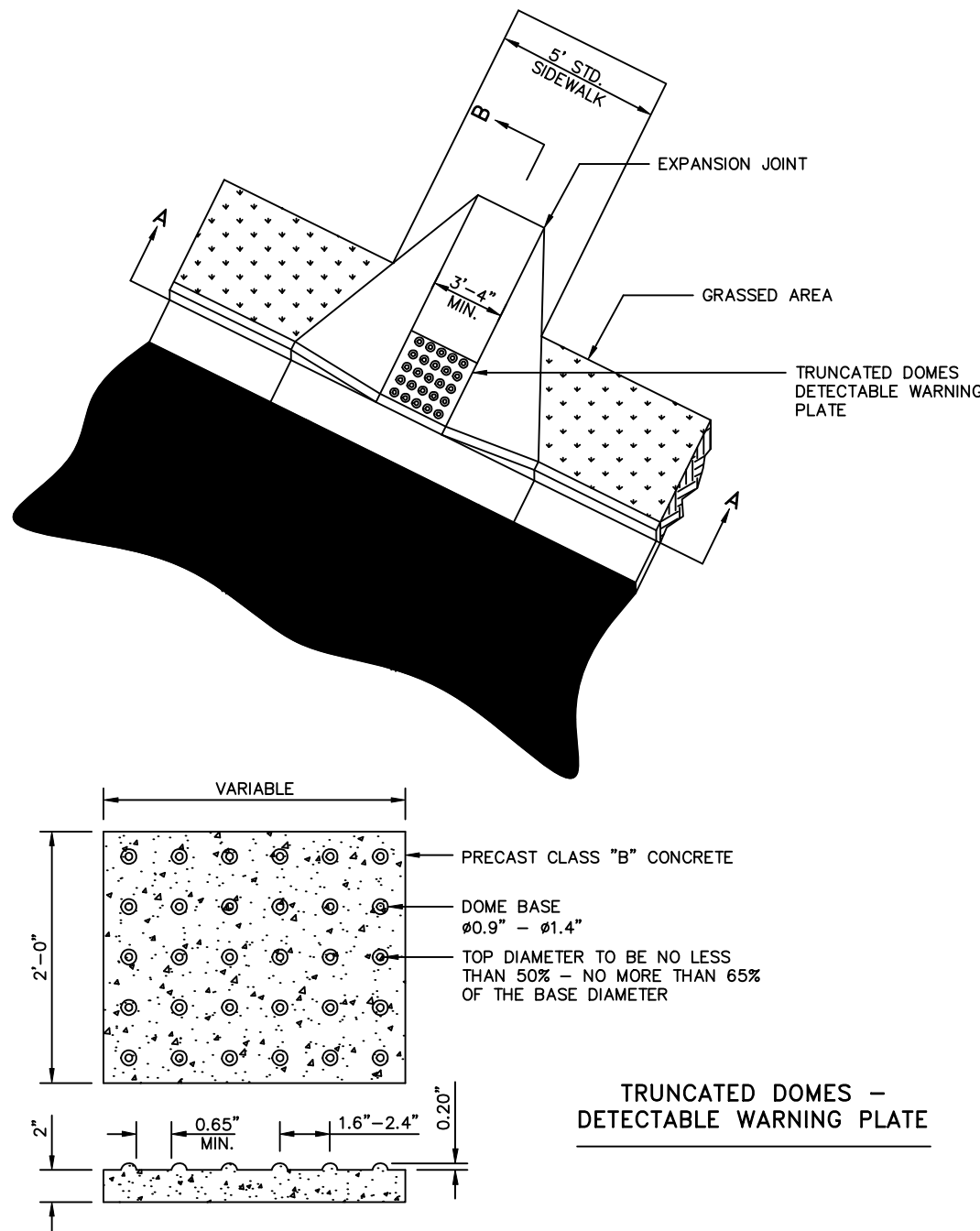
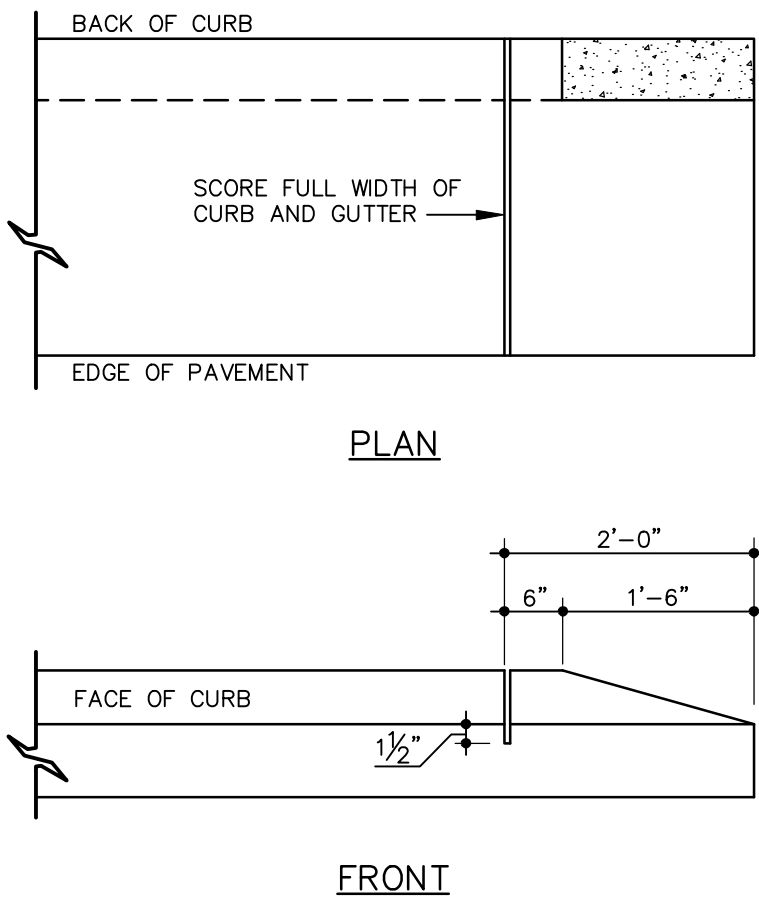
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- NOTES:
1. CONCRETE SHALL BE 3,000 P.S.I.
 2. CONTRACTION JOINTS SHALL BE SPACED AT 10 FOOT INTERVALS.
(A 15 FOOT SPACING WILL BE ALLOWED WHEN A MACHINE IS USED)
 3. FINISH ALL CONCRETE WITH CURING COMPOUND.
 4. REFER TO NCDOT DET. 846.01 FOR CURB & GUTTER

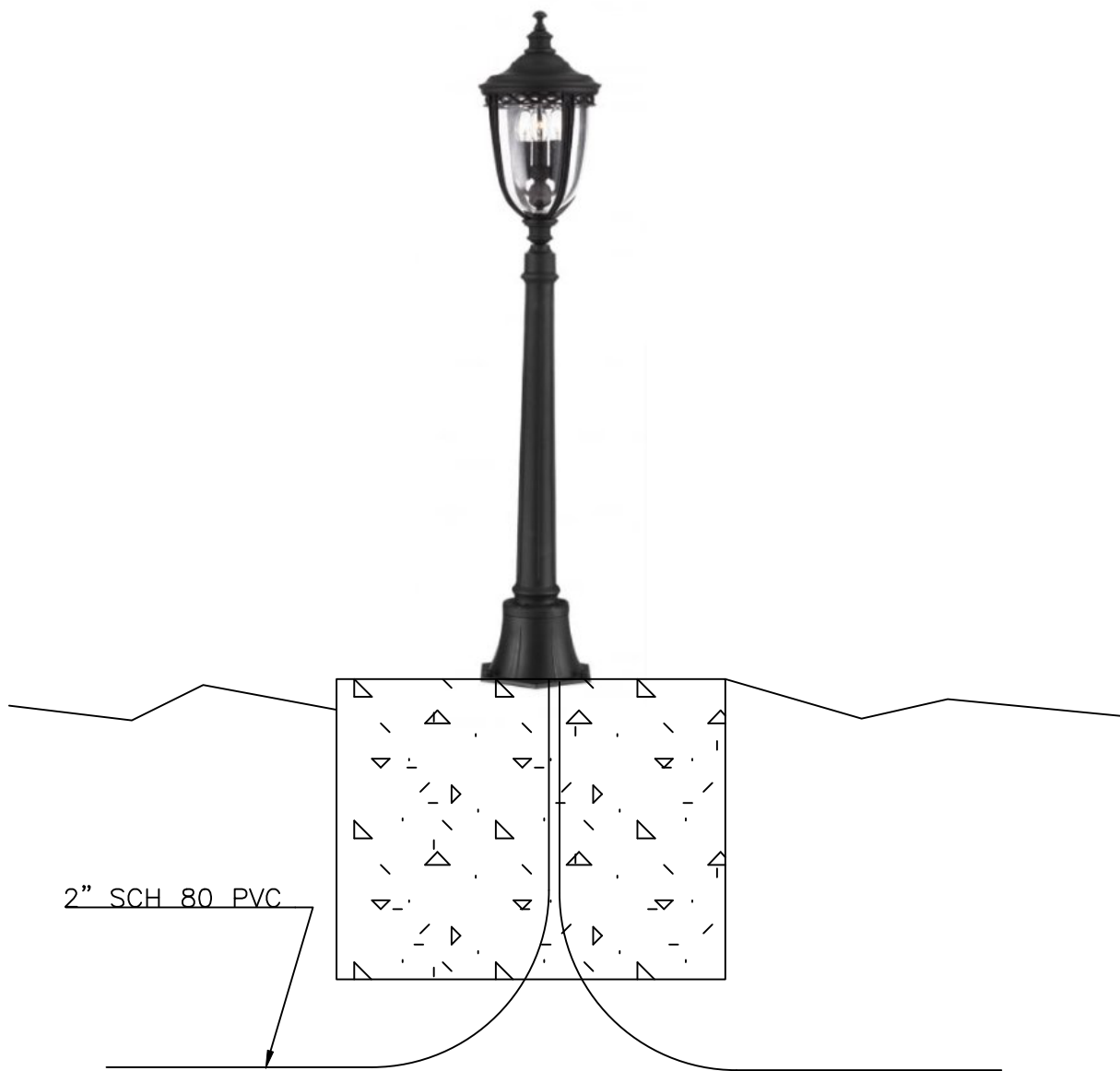
STANDARD METHOD OF ENDING CURB AND GUTTER



- NOTES:
1. DETECTABLE WARNING DOMES SHALL COVER 2'-0" LENGTH AND FULL WIDTH OF THE RAMP FLOOR AS SHOWN ON THE DETAILS.
 2. OBTAIN 70% CONTRAST VISIBILITY WITH ADJOINING SURFACE, EITHER LIGHT-ON-DARK, OR DARK-ON-LIGHT SEQUENCE COVERING THE ENTIRE RAMP.

TITLE:	WHEELCHAIR RAMP- PARALLEL TO CROSSING	REV. DATE:	1/3/22	DWG NO.:	-
PO BOX 6388 RALEIGH NC 27628	LITTLE ENVIRONMENTS, PLLC www.littleenvironments.com	(919) 916-9061	SCALE:	Not To Scale	SHEET # 1 of 3

DUKE ENERGY STREET LIGHT

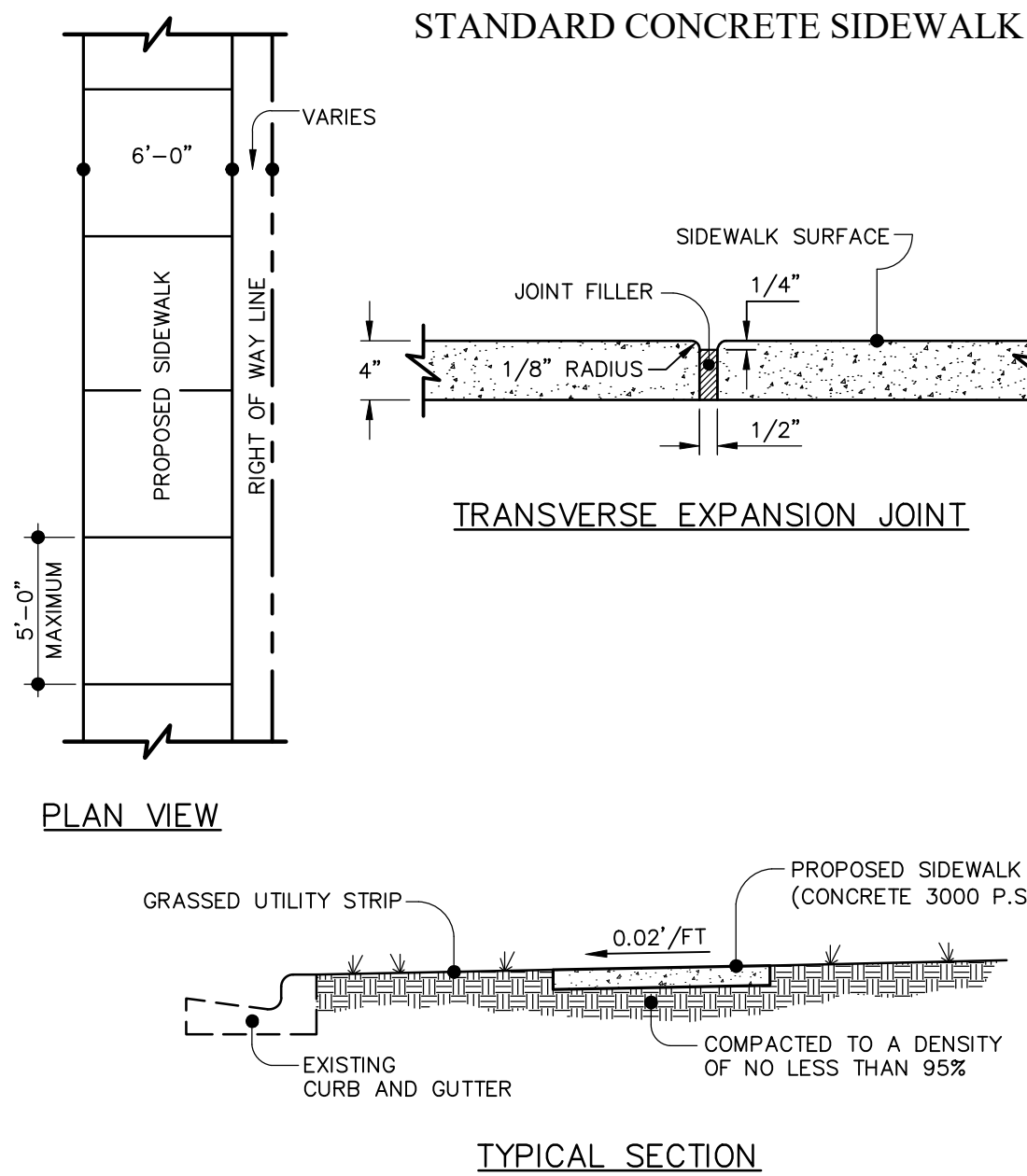


1. CONTRACTOR SHALL INSTALL 2" SCH 80 PVC CONDUIT MIN OF 24" DEEP AND INSTALL A LONG RADIUS 90 DEG ELBOW UP AT LOCATIONS DENOTED WHERE THE LAMPS ARE ON SITE. WHERE 2 CONDUITS ORIGINATE FROM A SINGLE POLE INSTALL 3 ZIP WIRES ON THE PAIR OF CONDUITS TO HOLD THEM STRAIGHT UP.
2. DUKE ENERGY SHALL INSTALL THE FOUNDATION, LIGHT POLE, LAMP, PULL THE WIRE AND PERFORM THE FINAL TERMINATION.

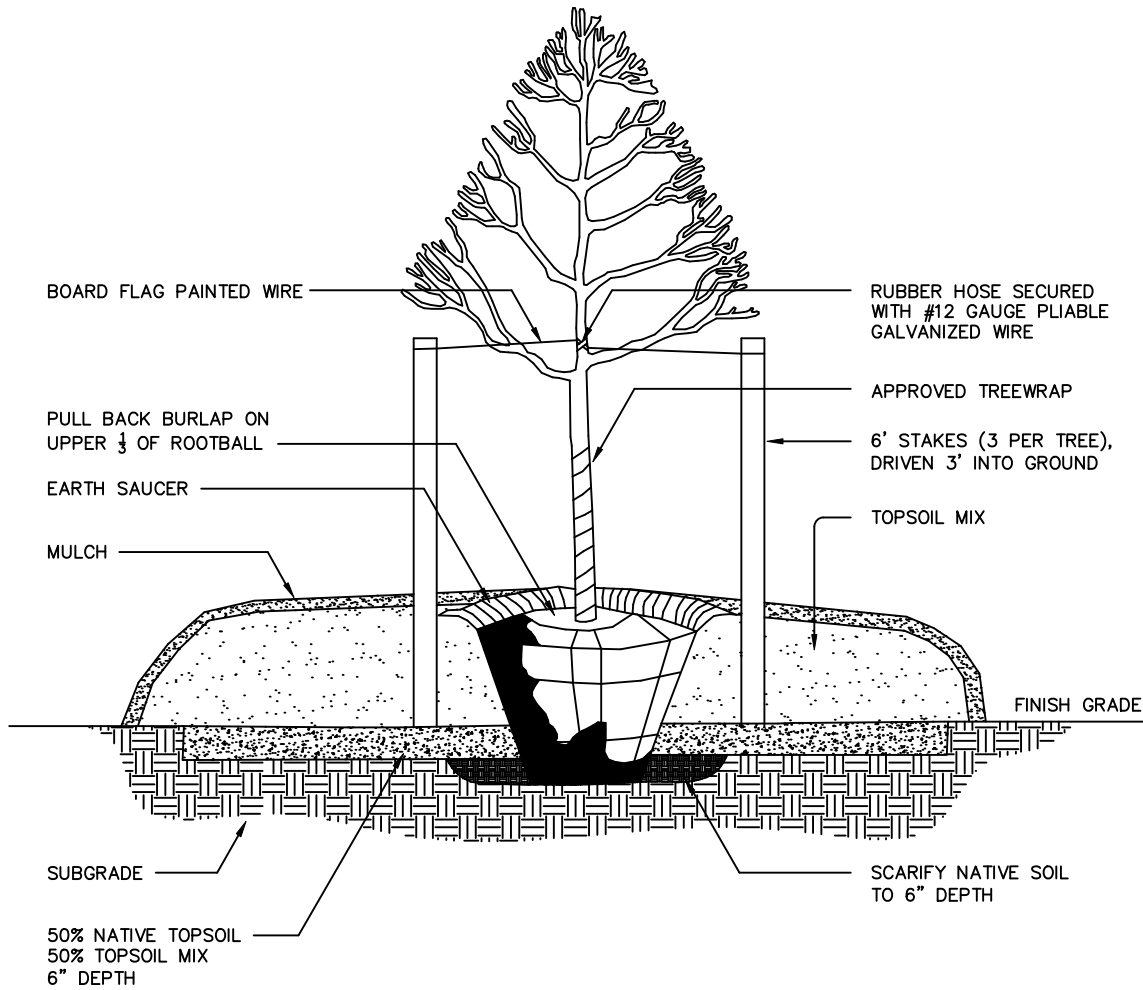
DETAILS
WARRENTON PARKING LOT
207 S FRONT ST
WARRENTON, NC 27589



Final Drawings
Review Purposes ONLY



- NOTES:
1. TRANSVERSE EXPANSION JOINTS TO BE A MAXIMUM OF 50 FEET.
 2. ALL CONCRETE TO BE FINISHED WITH CURING COMPOUND.
 3. A 6 INCH DEPTH IS REQUIRED AT LOCATIONS OF DRIVEWAY CROSSINGS, AT STREET INTERSECTIONS (ALONG THE LENGTH OF RADIUS CURB RETURNS), AND IN THE HANDICAP RAMPS.



TITLE:	SMALL TREE DETAIL	REV. DATE:	1/3/22	DWG NO.:	-
PO BOX 6388 134 ROSE AVENUE RALEIGH, NC 27628	LITTLE ENVIRONMENTS, PLLC www.littleenvironments.com	(919) 916-9061	SCALE:	Not To Scale	SHEET # 1 of 1



1. HANDICAP PARKING SIGN SHALL BE LOCATED IN FRONT OF THE RIGHT HANDICAP PARKING SPACE AND WILL BE 12" WIDE BY 18" TALL WITH THE BOTTOM OF THE SIGN 6'-2" ABOVE GRADE.
2. POST SHALL BE 3' BEHIND BACK OF CURB AND SET IN 3,000 PSI CONCRETE 24" DEEP.



1. VAN HANDICAP SIGN SHALL BE LOCATED IN FRONT OF THE LEFT HANDICAP PARKING SPACE AND WILL BE 12" WIDE BY 18" TALL WITH THE BOTTOM OF THE SIGN 6'-2" ABOVE GRADE.
2. POST SHALL BE 3' BEHIND BACK OF CURB AND SET IN 3,000 PSI CONCRETE 24" DEEP.

HOR. SCALE:	AS NOTED	DATE:	NOV 2021	DESIGN:	CT	CHKD:	JL
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21-118



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

LGC Application Fee

The LGC requires an application fee of \$1250.00 to accompany our application for a loan.

Staff recommends utilizing funds remaining in the Parking Lot Project Fund that were appropriated from ARP funds and of which \$11,800 remain.

Additional engineering fees should come from the remaining \$11,800 also, in the construction phase.

Budget vs Actual

Town of Warrenton
7/7/2023 11:20:02 AM

Page 1 Of 1

Period Ending 1/31/2025

32 (CIP-G) Parking Lot								
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent	
Revenues								
32-381-037 (CIP-G) Parking Lot Transfer In from GF	25,000	0.00	0.00	0.00	25,000.00	0.00	100%	
Revenues Totals:	25,000	0.00	0.00	0.00	25,000.00	0.00	100%	
Expenses								
32-430-600 (CIP-G) Parking Lot Design	25,000	0.00	0.00	0.00	13,200.00	11,800.00	53%	
Totals:	25,000	0.00	0.00	0.00	13,200.00	11,800.00	53%	
Expenses Totals:	25,000	0.00	0.00	0.00	13,200.00	11,800.00	53%	
32 (CIP-G) Parking Lot	Revenues Over/(Under) Expenses:		0.00	0.00	11,800.00			



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

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HVAC Maintenance Agreement

Our current HVAC maintenance provider has not been reliable over the last year. While maintenance has only been on the Town Hall building, the proposed new maintenance provider would service units at King Street and the Waste Water Treatment Plant as well, all for less than half the price of the current provider.

The current provider offers service only at Town Hall and is \$710 quarterly. The proposed agreement is for \$1560 per year and includes quarterly service of systems at Town Hall and semi-annual service of systems at King Street and the WWTP.

Staff recommendation: Approve new contract pending legal review.



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

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www.warrenton.nc.gov

RESOLUTION FOR APPROVING LOCAL WATER SUPPLY PLAN

WHEREAS, North Carolina General Statute 143-355 (l) requires that each unit of local government that provides public water services or plans to provide such services shall, either individually or together with other such units of local government, prepare and submit a Local Water Supply Plan; and

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

WHEREAS, the Board of Commissioners finds that the Local Water Supply 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 Environmental Quality 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 Local Water Supply Plan entitled, 2022 Complete LWSP dated March 30, 2023, is hereby approved and shall be submitted to the Department of Environmental Quality, 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 10th day of July 2023.

Name: _____

Title: Mayor

Signature: _____

ATTEST:

Name: _____

Title: Town Administrator

Signature: _____

Warrenton

2022 ▾

The Division of Water Resources (DWR) provides the data contained within this Local Water Supply Plan (LWSP) as a courtesy and service to our customers. DWR staff does not field verify data. Neither DWR, nor any other party involved in the preparation of this LWSP attests that the data is completely free of errors and omissions. Furthermore, data users are cautioned that LWSPs labeled **PROVISIONAL** have yet to be reviewed by DWR staff. Subsequent review may result in significant revision. Questions regarding the accuracy or limitations of usage of this data should be directed to the water system and/or DWR.

1. System Information

Contact Information

Water System Name: Warrenton PWSID: 02-93-010
 Mailing Address: P. O. Box 281
 Warrenton, NC 27589 Ownership: Municipality

Contact Person: William R. Perkinson Title: Public Works Director
 Phone: 252-257-1776 Cell/Mobile: --

Secondary Contact: Matt Casto/NCRWA Phone: --
 Mailing Address: Cell/Mobile: --

Complete

Distribution System

Line Type	Size Range (Inches)	Estimated % of lines
Asbestos Cement	0	0.00 %
Cast Iron	6	7.00 %
Ductile Iron	6	5.00 %
Galvanized Iron	2	1.00 %
Polyvinyl Chloride	2-10	87.00 %

What are the estimated total miles of distribution system lines? 35 Miles

How many feet of distribution lines were replaced during 2022? 0 Feet

How many feet of new water mains were added during 2022? 0 Feet

How many meters were replaced in 2022? 19

How old are the oldest meters in this system? 3 Year(s)

How many meters for outdoor water use, such as irrigation, are not billed for sewer services? 6

What is this system's finished water storage capacity? 0.6500 Million Gallons

Has water pressure been inadequate in any part of the system since last update? *Line breaks that were repaired quickly should not be included.* No

Programs

Does this system have a program to work or flush hydrants? Yes, Annually

Does this system have a valve exercise program? No, As Needed

Does this system have a cross-connection program? Yes

Does this system have a program to replace meters? Yes

Does this system have a plumbing retrofit program? No

Does this system have an active water conservation public education program? Yes

Does this system have a leak detection program? Yes

We use NCRWA for leak detection as needed.

Water Conservation

What type of rate structure is used? Flat/Fixed, Uniform

How much reclaimed water does this system use? 0.0000 MGD For how many connections? 0

Does this system have an interconnection with another system capable of providing water in an emergency? No

no interconnect available

2. Water Use Information

Service Area

Sub-Basin(s)	% of Service Population	County(s)	% of Service Population
Fishing Creek (15-2)	100 %	Warren	100 %

What was the year-round population served in 2022? **2,250**

Has this system acquired another system since last report? **No**

Water Use by Type

Type of Use	Metered Connections	Metered Average Use (MGD)	Non-Metered Connections	Non-Metered Estimated Use (MGD)
Residential	774	0.0703	0	0.0000
Commercial	112	0.0178	0	0.0000
Industrial	4	0.0048	0	0.0000
Institutional	66	0.0234	0	0.0000

How much water was used for system processes (backwash, line cleaning, flushing, etc.)? **0.0010 MGD**

3. Water Supply Sources

Monthly Withdrawals & Purchases

	Average Daily Use (MGD)	Max Day Use (MGD)		Average Daily Use (MGD)	Max Day Use (MGD)		Average Daily Use (MGD)	Max Day Use (MGD)
Jan	0.1455		May	0.1295		Sep	0.1727	
Feb	0.1464		Jun	0.1490		Oct	0.1663	
Mar	0.1154		Jul	0.1442		Nov	0.1629	
Apr	0.1359		Aug	0.1342		Dec	0.1982	



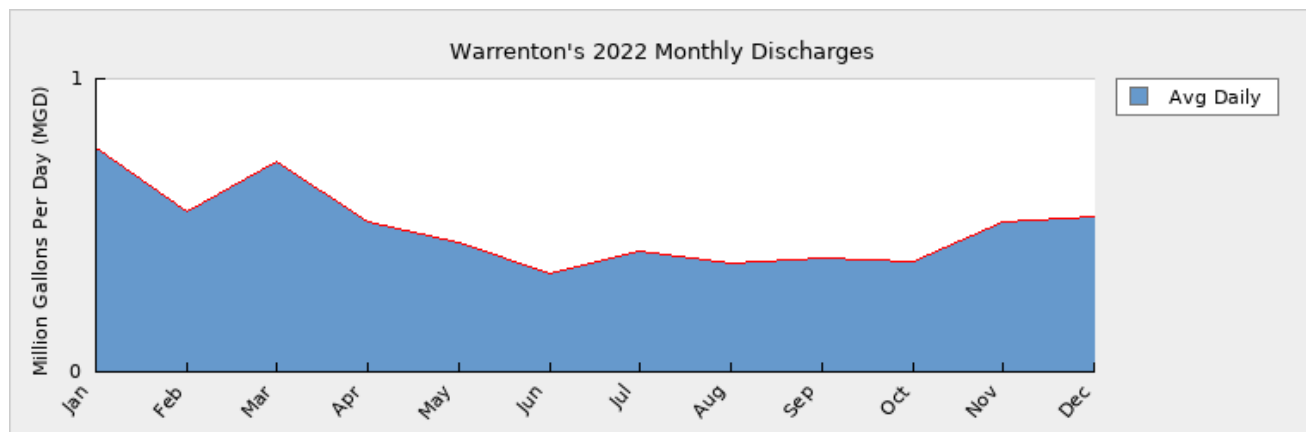
Water Purchases From Other Systems

Seller	PWSID	Average Daily Purchased (MGD)	Days Used	MGD	Contract Expiration	Recurring	Required to comply with water use restrictions?	Pipe Size(s) (Inches)	Use Type
Warren County	02-93-015	0.1500	365	0.4000	2037	Yes	Yes	12	Regular

4. Wastewater Information

Monthly Discharges

	Average Daily Discharge (MGD)		Average Daily Discharge (MGD)		Average Daily Discharge (MGD)
Jan	0.7640	May	0.4410	Sep	0.3880
Feb	0.5460	Jun	0.3360	Oct	0.3780
Mar	0.7170	Jul	0.4100	Nov	0.5100
Apr	0.5090	Aug	0.3680	Dec	0.5320



How many sewer connections does this system have? **748**

How many water service connections with septic systems does this system have? **216**

Are there plans to build or expand wastewater treatment facilities in the next 10 years? **No**

Wastewater Permits

Permit Number	Type	Permitted Capacity (MGD)	Design Capacity (MGD)	Average Annual Daily Discharge (MGD)	Maximum Day Discharge (MGD)	Receiving Stream	Receiving Basin
NC0020834	WWTP	2.0000	2.0000	0.4920	2.4000	Fishing Creek	Fishing Creek (15-2)

Wastewater Interconnections

Water System	PWSID	Type	Average Daily Amount		Contract Maximum (MGD)
			MGD	Days Used	
Norlina	02-93-020	Receiving	0.1340	365	0.0000
Warren County	02-93-015	Receiving	0.1270	365	0.0000

5. Planning

Projections

	2022	2030	2040	2050	2060	2070
Year-Round Population	2,250	2,325	2,325	2,325	2,325	2,325
Seasonal Population	0	0	0	0	0	0
Residential	0.0703	0.0840	0.0840	0.0840	0.0840	0.0840
Commercial	0.0178	0.0210	0.0210	0.0210	0.0210	0.0210
Industrial	0.0048	0.0048	0.0048	0.0048	0.0048	0.0048
Institutional	0.0234	0.0240	0.0240	0.0240	0.0240	0.0240
System Process	0.0010	0.0010	0.0010	0.0010	0.0010	0.0010
Unaccounted-for	0.0327	0.0327	0.0327	0.0327	0.0327	0.0327

Demand v/s Percent of Supply

	2022	2030	2040	2050	2060	2070
Surface Water Supply	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000
Ground Water Supply	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000
Purchases	0.4000	0.4000	0.4000	0.4000	0.4000	0.4000
Future Supplies		0.0000	0.0000	0.0000	0.0000	0.0000
Total Available Supply (MGD)	0.4000	0.4000	0.4000	0.4000	0.4000	0.4000
Service Area Demand	0.1500	0.1675	0.1675	0.1675	0.1675	0.1675
Sales	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000
Future Sales		0.0000	0.0000	0.0000	0.0000	0.0000
Total Demand (MGD)	0.1500	0.1675	0.1675	0.1675	0.1675	0.1675
Demand as Percent of Supply	38%	42%	42%	42%	42%	42%



The purpose of the above chart is to show a general indication of how the long-term per capita water demand changes over time. The per capita water demand may actually be different than indicated due to seasonal populations and the accuracy of data submitted. Water systems that have calculated long-term per capita water demand based on a methodology that produces different results may submit their information in the notes field.

Your long-term water demand is **31** gallons per capita per day. What demand management practices do you plan to implement to reduce the per capita water demand (i.e. conduct regular water audits, implement a plumbing retrofit program, employ practices such as rainwater harvesting or reclaimed water)? If these practices are covered elsewhere in your plan, indicate where the practices are discussed here. **no changes**

Are there other demand management practices you will implement to reduce your future supply needs?

What supplies other than the ones listed in future supplies are being considered to meet your future supply needs?

How does the water system intend to implement the demand management and supply planning components above?

Additional Information

Has this system participated in regional water supply or water use planning? **No**

What major water supply reports or studies were used for planning?

Please describe any other needs or issues regarding your water supply sources, any water system deficiencies or needed improvements (storage, treatment, etc.) or your ability to meet present and future water needs. Include both quantity and quality considerations, as well as financial, technical, managerial, permitting, and compliance issues:

The Division of Water Resources (DWR) provides the data contained within this Local Water Supply Plan (LWSP) as a courtesy and service to our customers. DWR staff does not field verify data. Neither DWR, nor any other party involved in the preparation of this LWSP attests that the data is completely free of errors and omissions. Furthermore, data users are cautioned that LWSPs labeled **PROVISIONAL** have yet to be reviewed by DWR staff. Subsequent review may result in significant revision. Questions regarding the accuracy or limitations of usage of this data should be directed to the water system and/or DWR.

Warrenton Budget Amendments

Date:7/10/2023

Number:#1

Purpose of Amendment:

The purpose of this BA is to reduce the budget to actual costs in order to close the completed GCC Radio Grant

Fund Name:

GCC Radio Grant

Revenue

Account Title/Number:	Increase Amount	Decrease Amount
Grant Revenue/76-335-340		270

Subtotal-270

Total(270)

Grand Total-

Expenditure

Account Title/Number:	Increase Amount	Decrease Amount
In Car Radio/76-437-700		270
Portable Radio/76-437-701		-
Software/76-437-701		-

-270

(270)