



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

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

BOARD OF COMMISSIONERS REGULAR MEETING

6:45 PM Public Hearing

7:00 PM June 10, 2024

AGENDA

Regular Meeting

1. Call to Order, Pledge of Allegiance and Moment of Silence
2. Conflict of Interest Statement, Proposed Agenda
3. Public Comments
4. Minutes Board Meeting of May 13, 2024
5. Consent Agenda
 - a. Mission and Goals
 - b. Year-to-Date Revenue and Expenditure Reports (Budget vs. Actual)
 - c. Monthly Checks Report
 - d. Public Works Monthly Report
 - e. WWTP Monthly Report
 - f. Police Activity Reports
 - g. Action Items from Prior BOC Meeting
 - h. Budget Amendment #20
6. Committee Reports
 - a. Finance and Administration (Ms. Hunter)
 - i. Budget Revisions (Town Administrator) – for discussion and/or consideration
 - b. Public Works (Mr. Blalock)
 - c. Public Safety (Mr. Ayscue)
 - d. Human Resources/Information Technology (Mr. White)
 - e. Revitalization/Historic District Commission (Mr. Coffman)
 - f. Beautification/Facilities (Ms. Sourelis)
 - g. Planning/Zoning/Annexation (Mr. Young)
 - i. Planning Board Recommendations for Special Use Permits: Air BnB for 305 Halifax, Car Dealership for 201 S. Main, Alcohol at restaurant for 139 S. Main (for consideration)
7. Old Business
 - a. Status of Grants – for information
 - b. Contracts for Substantial Rehabilitation – Neighborhood Revitalization Grant (homes for Bettie Rolinson and Patsy Boyd) – for consideration
8. New Business
 - a. Gregory Poole Contract for Town Hall Generator – for consideration
 - b. NCDOT installing ADA ramps in Historic District – for information
9. Announcements
10. Adjournment

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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.

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Public Hearing Notice
The Town of Warrenton Board of Commissioners will hold a Public Hearing on Monday, June 10, 2024 at 6:45 pm in the Warrenton Town Hall located at 113 S. Bragg Street to receive public comments on the following items:

- Special Use Permit for used car dealership and outdoor storage of cars

The Warrenton Planning Board will review the proposed Special Use application and will make recommendations to the Warrenton Board of Commissioners.

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

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

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

Conflict of Interest Disclaimer

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

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

Citizen Comments

Rules for Citizen Comments

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

**Town of Warrenton
Board of Commissioners**



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

BOARD OF COMMISSIONERS REGULAR MONTHLY MEETING

May 13, 2024

7:00 P.M.

Minutes

Those in attendance were:

Mayor Walter Gardner	Commissioner Mary Hunter
Commissioner John Blalock	Commissioner Nat White
Commissioner Michael Coffman	Commissioner Dian Sourelis
Commissioner Aaron Ayscue	
Finance Director, Meredith Valentine	
Chief Goble Lane, Police Department	
Bill Perkinson, Public Works Director	
Tracy Stevenson, Minute Taker	

Call to Order – Pledge of Allegiance and Moment of Silence

Mayor Walter Gardner called the regular monthly meeting of the Town of Warrenton Board of Commissioners to order Monday, May 13, 2024, 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 Mayor Gardner.

Conflict of Interest Statement and Proposed Agenda

The Conflict-of-Interest statement was reviewed. The Proposed Agenda was presented. Mayor Gardner requested that the following changes be made to the agenda:

Addition of:

6. Committee Reports

(b) Public Works (Mr. Blalock) – Lead Pipe Inventory Grant Resolution – for consideration

Move the following items to the consent agenda:

7. Old Business

(b) Response letter Mrs. Gabriel-Alston – for information

(c) Response letter Dr. George – for information

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

Public Comments

There were no public comments.

Minutes

The minutes of the April 8, 2024, board meeting and April 25, 2024, called meeting were presented. Commissioner Coffman made a motion to approve the minutes as presented, with a second by Commissioner Hunter. The motion was approved by unanimous vote.

Consent Agenda

- (a) Mission and Goals
- (b) Year-to-Date Revenue and Expenditure Reports (Budget vs. Actual)
- (c) Monthly Check Report
- (d) Public Works Monthly Report
- (e) WWTP Monthly Report
- (f) Police Activity Report
- (g) Action Items from Prior BOC meeting
- (h) Response letter Mrs. Gabriel-Alston – for information
- (i) Response letter Dr. George – for information

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

Committee Reports

- (a) Finance and Administration –Commissioner Hunter had no additional report other than agenda items. Town Administrator, Robert Davie presented the proposed FY 2024/2025 Town of Warrenton Budget: “The General Fund budget is proposed to be \$1,509,343 which represents an increase of \$6,251 from the FY 2023-2024 budget. Due to reductions in anticipated revenues, the budget reflects cost-cutting to offset the rise in typical operating costs due to inflation. For the second year in a row, after fourteen years with no tax increases, there is a planned increase in ad valorem taxes of five cents. In Enterprise Fund 38 an increase is also shown in the amount of \$90,007, due to increases in water rates from the regional water system and resulting increase in our water rates, inflation in costs of goods, and a planned increase in the sewer usage rate of \$2.69 per thousand gallons. Enterprise Fund 39 also shows an increase of \$77,273 due to inflation in material prices, cost of electricity, repair costs, supplies, and lab analysis.” Fund 34 for Frontier Warren shows no increase from the prior year, but for the first time is self-sustaining. Rent will begin for the grocery store space on September 1, 2024, at the same rate that the Town pays. Mr. Davie stated that an increase in the cost of fire protection by \$17,000, the loss of tax revenue from utilities by \$25,191, LEO Separation Allowance of \$14,996 per year going forward for the next eight years have made this a particularly difficult budget. He further stated that there is no planned increase in salaries and areas of cost cutting include limiting expenditures on health insurance by shifting more of the burden to employees in the form of out-of-pocket costs and

copays. There are no planned increases in fees charged by the Town, however, police parking violations have been increased from \$15 and \$20 to \$50. Mr. Davie stated that copies of the proposed budget may be obtained at Town Hall by calling in advance to make an appointment and copies are also available to download from the Town's website at www.warrenton.nc.gov. Mayor Gardner announced a Public Hearing on the Proposed FY 2024-2025 Budget to be held on June 10, 2024, at 6:45 P.M. at Town Hall and stated that if a work session was needed it could be scheduled at that time.

- (b) Public Works – Commissioner Blalock presented a Resolution for the Town of Warrenton LSL Inventory and Replacement Project for consideration. The Town of Warrenton has a need for and intends to construct, plan for, or conduct a study to inventory and replace lead service lines in a project described as Town of Warrenton LSL Inventory and Replacement Project. Commissioner Blalock made a motion to approve the resolution to apply for the proposed grant, with a second by Commissioner Sourelis. The motion was approved by unanimous vote.
- (c) Public Safety – Commissioner Ayscue had no additional report other than agenda items.
- (d) Human Resources – Information Technology – Commissioner White had no additional report other than agenda items.
- (e) Revitalization/Historic District Commission – Commissioner Coffman stated that the Eastern Bluebird Festival was highly successful. He noted a Proclamation from Governor Roy Cooper for North Carolina and Warren County as the National Capital of the Eastern Bluebird. The Historic District Commission tabled two Certificate of Appropriateness applications for 305 Halifax Street as the property owner/applicant had not followed proper procedures. It also approved a Certificate of Appropriateness for an accessory building and privacy fence in rear yard at 112 N. Hall Street. A called meeting of the Historic District Commission was held on May 13, 2024, and the two tabled COAs were approved at that time. Commissioner Coffman stated that Historic District Commission member, Marsha West had stepped down and three applicants, David Woodson, Evelyn Woodson, and Steve Milligan had completed a Statement of Interest to serve. Town Administrator, Robert Davie recommended Steve Milligan. Commissioner Coffman made a motion to appoint Steve Milligan to the Town of Warrenton Historic District Commission, with a second by Commissioner White. The motion was approved by unanimous vote.
- (f) Beautification/Facilities – Commissioner Sourelis had no additional report other than agenda items. She stated that she continues to work on the vacant storefronts and has found that the face-to-face approach seems to work better than the letters.
- (g) Planning/Zoning/Annexation – Commissioner Young was not in attendance. Mayor Gardner stated that the Special Use Permit Application to allow serving of alcohol at 139 S. Main Street will be sent to the Planning Board for their recommendation at the June 5, 2024, meeting. There was no additional report other than agenda items.

Old Business

(a) Status of Grants and Presentation on CDBG Grant Project Presentation –

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

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 phase rehab of two homes. Revised bids and scope determined. Renovation work to begin very soon.

Fund 68 – Building Reuse Grant – Town awarded \$50,000 from NC Commerce for Warrenton Veterinary Clinic. NC Commerce sent paperwork for claw back of approximately \$20,000. Paperwork submitted to NC Commerce. Two repayments due six months apart. The first two repayments was made to Commerce and reimbursed by Warrenton Veterinary Clinic.

Fund 71 – Brownfield Grant – This \$300,000 grant will be used to analyze the environmental issues with multiple properties in Warrenton. EPA approved funding for a Landmark status application to the National Parks Service for All Saints Episcopal Church. Asbestos analysis is underway at All Saints. Two additional properties, along W. Franklin Street, have undergone Phase 1s.

Golden Leaf Storm Water Grant – Town awarded \$196,447.50 for stormwater repairs to Brehon Street. The survey of affected areas is complete. Easements prepared by town attorney and sent to property owners.

Southern Crescent Regional Commission

The Town has been invited to submit a full application for the State Economic and Infrastructure Development (SEID) Grant Program. This grant is designed to “Foster Entrepreneurial and Business Development Activities.” Application budget will be \$100,000 of which \$20,000 is in-kind match provided by Research Triangle Foundation, Kerr-Tar COG, Lake Gaston Chamber of Commerce and Town of Warrenton. Awaiting notice of award.

NCLM Assistance Grant

The Town was awarded an in-kind grant from NC League of Municipalities to evaluate and recommend changes to the Town’s zoning ordinances. Funding by ARP, the League will engage the legal firm of Parker Poe to assist the Town in making changes at no cost to the Town. Scope of work to include:

- Compliance of zoning code with any updated requirements from state
- Review of sign ordinances
- Review of Special Use permit process
- Recommendations for driveway sizes

In Progress Grant Applications:

- Town-wide Water System Improvements: \$1,564,600 (Received award notice)
- Stormwater Planning Grant: \$400,000 (Not awarded.)
- PARTF Grant application submitted for park parcels along Church and Hall Streets.
- NCDEQ applications for Wastewater and WWTP submitted for spring round of funding.

New Business

- (a) **Jane Wilson Deed Correction – for discussion -** Mitch Styers stated that Jane Wilson requested a corrective deed for the easement located along the northern edge of her land running between King and White Street. The deed should have stated an easement rather than fee simple ownership. The surrounding property owner's deed did contain the easement rather than the fee simple ownership. Commissioner White made a motion to authorize Mayor Gardner to sign a corrected deed to Jane Wilson for the strip of land, reserving the utility easement, with a second by Commissioner Ayscue. The motion was approved by unanimous vote.
- (b) **Fire Services Agreement – for discussion and/or consideration** – Town Administrator, Robert Davie presented the Contract for Town Fire Service Between Town of Warrenton and Warrenton Rural Voluntary Fire Association, Inc. Mr. Davie stated that the five-year contract contains an increase of \$17,600 from the existing contract. He further stated he requested a decrease in the contract cost, but Warrenton Rural Fire Department was not willing to reduce the contract amount. The contract states, "It is acknowledged that the positions of Mayor of the Town of Warrenton and the Battalion Chief of Warrenton Rural Volunteer Fire Department are both currently held by Walter M. Gardner, Jr. Therefore, in order to avoid any perception of a conflict of interest, he is not involved in the execution of this contract." Commissioner Coffman made a motion to approve the contract as presented, with a second by Commissioner Sourelis. Commissioner Ayscue abstained from the vote. The motion was approved by unanimous vote of the remaining board members.
- (c) **Bathroom Rental – for discussion** – At the request of Commissioner Coffman, Town Administrator Robert Davie, discussed the costs and efforts required for renting out the restroom trailer. Commissioner Sourelis expressed concern about the extra work this would put on the Public Works staff. The board agreed to review additional information at a later date.
- (d) **Budget Amendment #17, #18, #19** – Town Administrator, Robert Davie, presented Budget Amendment #17 to transfer \$79,300 back from WWTP to WS at the suggestion of auditors, since the proposed rotor repair will not be done in the current fiscal year. Commissioner Blalock made a motion to approve the budget amendment as presented, with a second by Commissioner Ayscue. The motion was approved by unanimous vote. Mr. Davie presented Budget Amendment #18 to move funds from Sanitation to Signs and Lights for Duke Power price increase. Commissioner Ayscue made a motion to approve the budget amendment as presented, with a second by Commissioner Hunter. The motion was approved by unanimous vote. Mr. Davie presented budget amendment #19 to cover the increase in the cost of water from a water system leak over a five-month period. Commissioner Coffman made a motion to approve the budget amendment as presented, with a second by Commissioner Sourelis. The motion was approved by unanimous vote.
- (e) **Main Street Annual Renewal Agreement – for consideration**- Town Administrator, Robert Davie presented the Main Street Annual Renewal Agreement for 2024-2025 subject to legal review. Commissioner Coffman made a motion to approve the agreement as presented upon legal review, with a second by Commissioner Ayscue. The motion was approved by unanimous vote.

Announcements – Mayor Gardner announced that on Wednesday, May 22, 2024, Congressman Don Davis will be at Town Hall from 10:00 AM to 12:00 PM for information on Federal help available to citizens in the area. The meeting will be open to the public. Mayor Gardner further stated that John Tayloe with Senator Budd’s office will tour the WWTP on Thursday, May 23, 2024.

Closed Session for Personnel Matter NC GS§ 143-318.11 (A)(6) - Mayor Gardner announced that the Board would enter into closed session. Commissioner Coffman made a motion to proceed with closed session, with a second by Commissioner Hunter. The motion was approved by unanimous vote. Commissioner Blalock made a motion to return to open session, with a second by Commissioner Sourelis. The motion was approved by unanimous vote.

With no further business, the meeting was adjourned.

Mission

"Historically Great – Progressively Strong"

Five key tenets of the Town's mission are: maintaining small town charm, keeping the business district active, keeping young people excited about living in Warrenton, increasing prosperity and vibrancy, and understanding and capitalizing on a variety of histories while engaging the future.

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

GOAL 1: To improve water and sewer Infrastructure.

Key Strategic Actions

Work on the \$15 million of improvements already identified

- 1.5M already completed
- Apply for grants every 6 months

Ongoing

GOAL 2: To generate activity in downtown.

Key Strategic Actions

Revisualize SpringFest

Short term

Encourage pop-ups, like Lake Gaston coffee

Short term

Explore intern possibilities

Short term

Clean up Storefronts

Short term;

Seek compliance on existing violations.

Ongoing

Develop (options for) job description and salary range for position

Medium term

Fund Start Streetscape Plan (only as oppty presents)

Ongoing

GOAL 3: To add or enhance recreational opportunities.

Key Strategic Actions

Secure Parks & Rec Trust Fund grant for appraisal of Church Street 11 acres

Short term

CORE

Ongoing

Eye out for grants for existing park improvements that could include...

Ongoing

GOAL 4: To improve relationships with key partners.

Key Strategic Actions

Staff and Elected officials to reach out to Warren County Schools to express Town's interest in supporting schools and solicit their needs that Town can help with

- Explore plans for abandoned elementary school
- Gauge developer interest in redeveloping into teacher housing

Short term

Staff and Elected officials to reply to invitation from Warren County Government to attend joint board meetings and shared interests.

- Possible suggest rotating meetings.
- Develop relationships with other area municipalities

Short term and
Ongoing

GOAL 5: To increase the availability and variety of housing options.

Key Strategic Actions

Identify derelict properties. Consider fines or takeover and demolition.	Short term
Explore Main street options. Pay for acquisition or renovation?	Short term
Explore if abandoned elementary school can be converted to teacher housing	Medium Term
Connect with builders to determine their interest in available parcels	Ongoing
Eye out for opptys to add 'above retail' housing in downtown	Ongoing

GOAL 6: To sustain the work of the organization.

Key Strategic Actions

Plan for Key Staff Retirements

Network with area universities for interns (UNC MPA; SOG's Lead for NC; NC State for design) (short term)	Short term
Undertake informal salary study (on behalf of Police Department) by reaching out to NCLM or HRCentral or Warren County	Short term
Consider contracting for certification needs, when/where possible	Medium term
Encourage Kenny to keep getting certifications (ongoing)	Ongoing

Budget vs Actual

Town of Warrenton
6/3/2024 2:45:47 PM

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Period Ending 5/31/2024

34 FRONTIER WARREN								
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent	
Revenues								
34-351-422 Rent Paid to Town Frontier Warren	31,000	0.00	1,740.00	4,850.00	24,970.00	(6,030.00)	81%	
34-381-037 Transfer in from GF	14,870	0.00	0.00	0.00	14,870.00	0.00	100%	
Revenues Totals:	45,870	0.00	1,740.00	4,850.00	39,840.00	(6,030.00)	87%	
Expenses								
34-405-203 Supplies	178	0.00	0.00	0.00	66.46	111.54	37%	
34-405-250 Lights/Heat/Security	3,000	144.67	137.37	297.74	2,202.15	653.18	78%	
34-405-251 Telephone/Internet	3,000	262.52	197.18	394.36	2,494.26	243.22	92%	
34-405-255 Bldg Maint/Clean Srvs	3,522	710.00	0.00	230.00	2,812.00	0.00	100%	
34-405-400 Liability Insurance	170	0.00	0.00	0.00	112.50	57.50	66%	
34-405-422 Rent Paid by Town	36,000	0.00	3,000.00	6,000.00	36,000.00	0.00	100%	
Non-Departmental Totals:	45,870	1,117.19	3,334.55	6,922.10	43,687.37	1,065.44	98%	
Expenses Totals:	45,870	1,117.19	3,334.55	6,922.10	43,687.37	1,065.44	98%	
34 FRONTIER WARREN Revenues Over/(Under) Expenses:			(1,594.55)	(2,072.10)	(3,847.37)			

Budget vs Actual

Town of Warrenton
6/3/2024 2:45:47 PM

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Period Ending 5/31/2024

37 GENERAL FUND							
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
Revenues							
37-302-301 Ad Valorem Taxes - Current	456,502	0.00	6,374.04	12,537.04	421,639.37	(34,862.63)	92%
37-302-302 Ad Valorem Taxes - Prior Year	4,000	0.00	374.65	481.59	4,945.03	945.03	124%
37-302-303 Ad Valorem Taxes - all other prior years	4,000	0.00	0.00	0.00	1,153.61	(2,846.39)	29%
37-302-304 Ad Valorem Taxes - Penalties & Interest	4,000	0.00	346.58	709.42	2,295.97	(1,704.03)	57%
37-307-310 Motor Vehicles - Current	43,259	0.00	3,377.48	6,686.52	39,105.19	(4,153.81)	90%
37-320-320 Local Option Sales Tax Monthly	385,000	0.00	27,931.65	56,218.92	251,300.71	(133,699.29)	65%
37-320-321 Annual Refund of Sales Tax the Town paid	25,000	0.00	0.00	0.00	27,233.70	2,233.70	109%
37-325-325 Utility Franchise Tax Quarterly	86,000	0.00	0.00	0.00	41,863.48	(44,136.52)	49%
37-325-326 Beer & Wine Tax Annual	3,400	0.00	4,143.02	4,143.02	4,143.02	743.02	122%
37-325-328 Refund of Gas Tax paid monthly	1,200	0.00	0.00	106.66	640.97	(559.03)	53%
37-325-329 PD Narcotics Tax	154	0.00	0.00	0.00	0.00	(154.00)	
37-325-330 Solid Waste Disposal Tax Qrly	600	0.00	161.52	161.52	675.21	75.21	113%
37-335-335 Powell Bill	29,013	0.00	0.00	0.00	31,826.31	2,813.31	110%
37-345-344 Historic District Comm Fees	0	0.00	0.00	25.00	175.00	175.00	
37-345-345 Zone Board of Adj	1,800	0.00	450.00	500.00	3,225.00	1,425.00	179%
37-345-346 Code Enforcement	2,750	0.00	150.00	375.00	2,830.00	80.00	103%
37-351-350 Run Warrenton 5K	2,500	0.00	0.00	0.00	0.00	(2,500.00)	
37-351-353 Landfill Fees Residential	208,224	0.00	17,016.39	34,568.85	186,576.04	(21,647.96)	90%
37-351-355 Cemetery Fees	700	0.00	0.00	0.00	0.00	(700.00)	
37-351-356 Police Rpt Fees	55	0.00	10.00	15.00	45.00	(10.00)	82%
37-351-357 Court Fees	200	0.00	10.11	36.71	269.89	69.89	135%
37-351-360 Cell Tower Rent	32,340	0.00	2,695.00	5,390.00	26,950.00	(5,390.00)	83%
37-351-361 Parking/Ordinance Collections PD	700	0.00	0.00	0.00	360.00	(340.00)	51%
37-351-401 Debt Setoff Landfill	100	0.00	0.00	44.08	123.58	23.58	124%
37-365-001 Interest Income	50	0.00	4.81	6.47	55.44	5.44	111%

Budget vs Actual

Town of Warrenton
6/3/2024 2:45:47 PM

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Period Ending 5/31/2024

37 GENERAL FUND							
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
37-365-351 Revitalization Comm	9,500	0.00	645.00	6,755.00	11,285.00	1,785.00	119%
37-365-358 Branded Merchandise for Sale	0	0.00	0.00	0.00	200.00	200.00	
37-365-366 Surplus Property	6,833	0.00	0.00	0.00	6,832.06	(0.76)	100%
37-365-370 WWTP 25% of GF Exp	60,675	0.00	0.00	4,847.33	51,097.12	(9,577.88)	84%
37-365-371 WS 25% of GF Exp	107,630	0.00	0.00	9,218.69	95,209.95	(12,420.05)	88%
37-365-374 Insurance Proceeds GF	0	0.00	2,137.41	2,137.41	2,137.41	2,137.41	
37-365-401 Mis/Revenue/License Tags	2,000	0.00	0.00	2.25	(69.75)	(2,069.75)	-3%
37-365-410 Interest Investment NCCMT	20,000	0.00	0.00	2,412.08	24,006.72	4,006.72	120%
37-365-501 Misc Revenue POLICE	500	0.00	0.00	0.00	0.00	(500.00)	
37-381-032 Transfer In from Parking Lot Fund	4,369	0.00	0.00	0.00	4,369.20	0.00	100%
37-395-396 Appropriated Fund Balance (Budget Only)	94,236	0.00	0.00	0.00	0.00	(94,236.36)	
Revenues Totals:	1,597,290	0.00	65,827.66	147,378.56	1,242,500.23	(354,790.15)	78%
Expenses							
37-401-010 Salary - Full Time	170,770	0.00	13,687.80	27,375.60	152,999.43	17,770.57	90%
37-401-012 Salary - Adm Assistant	52,868	0.00	4,024.00	8,048.00	46,826.00	6,042.00	89%
37-401-020 ER-FICA Taxes	13,064	0.00	1,046.52	2,093.04	11,543.39	1,520.61	88%
37-401-021 ER-FICA Taxes - Adm Assistant	4,045	0.00	307.24	614.48	3,728.96	316.04	92%
37-401-030 ER-Retirement - Orbit	44,057	0.00	3,489.22	6,978.44	39,365.56	4,691.44	89%
37-401-040 ER-Health Insurance	38,375	513.00	3,109.32	6,193.98	36,624.62	1,237.38	97%
37-401-050 ER-Life Insurance	576	48.00	0.00	48.00	528.00	0.00	100%
37-401-060 ER-Workman's Comp	283	0.00	0.00	0.00	283.28	0.00	100%
37-401-200 Travel Expense	250	0.00	0.00	0.00	191.82	58.18	77%
37-401-203 Supplies	4,825	566.77	40.50	268.99	2,621.17	1,637.06	66%
37-401-250 Light, Heat & Security	8,650	953.81	486.46	1,090.99	7,690.71	5.48	100%
37-401-251 Telephone & Postage	4,515	397.86	199.80	470.37	2,617.65	1,499.49	67%
37-401-255 Bldg. Maint/ Clean SVS	6,160	609.99	0.00	219.99	4,634.70	915.31	85%
37-401-256 Bank Fees/ Petty Cash	3,750	0.00	300.00	600.00	3,310.00	440.00	88%
37-401-295 Training	1,140	895.00	85.00	85.00	217.08	27.92	98%

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37 GENERAL FUND							
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
37-401-301 Computer Maint	4,815	873.95	414.07	896.47	3,941.04	0.01	100%
37-401-302 Software Support	3,478	509.18	35.98	71.96	2,958.72	9.76	100%
37-401-304 Website	1,600	0.00	0.00	0.00	812.50	787.50	51%
37-401-305 Technology Upgrades	1,880	0.00	0.00	0.00	1,861.91	18.09	99%
37-401-306 Awning 25% Fund	500	0.00	0.00	0.00	0.00	500.00	
37-401-307 Special Events	2,096	0.00	110.00	110.00	2,038.19	58.10	97%
37-401-309 Advertising	2,270	636.60	363.40	363.40	1,284.90	348.50	85%
37-401-310 Dues & Subscriptions	2,956	0.00	0.00	140.00	2,950.00	6.00	100%
37-401-325 NC Sales/Use Tax Paid (No Tax)	900	0.00	0.00	103.34	728.89	171.11	81%
37-401-400 Liability Insurance	7,000	0.00	0.00	0.00	5,489.36	1,510.64	78%
37-401-401 County Tax Collection Svs	7,994	0.00	106.43	205.90	6,527.75	1,466.25	82%
37-401-405 Audit Expense	11,500	0.00	0.00	0.00	11,500.00	0.00	100%
37-401-410 Election Cost	7,356	0.00	0.00	0.00	7,355.56	0.00	100%
37-401-420 Attorney Fees	3,500	1,200.00	0.00	0.00	1,200.00	1,100.00	69%
37-401-448 External Contract	1,350	0.00	0.00	1,350.00	1,350.00	0.00	100%
37-401-497 Sales & Uses Tax Expense	0	0.00	1,385.40	2,358.32	18,301.79	(18,301.79)	
37-401-499 Miscellaneous Expense	155	0.00	0.00	0.00	155.00	0.00	100%
37-401-500 Capital Outlay \$5000 and Above	15,000	0.00	0.00	0.00	15,000.00	0.00	100%
37-401-801 Town Hall Roof Loan-Principal	1,389	0.00	0.00	0.00	1,388.67	0.22	100%
37-401-802 Truist Parking Lot Loan Principal	4,827	0.00	0.00	0.00	4,827.25	0.00	100%
37-401-831 Town Hall Roof Loan - Interest Admin	28	0.00	0.00	0.00	28.11	0.00	100%
37-401-832 Truist Parking Lot Loan Interest	3,294	0.00	0.00	0.00	3,293.75	0.00	100%
37-401-998 Contingency	684	0.00	0.00	0.00	0.00	684.15	
General Government Totals:	437,900	7,204.16	29,191.14	59,686.27	406,175.76	24,520.02	94%
37-402-014 Mayor Part Time Salary	1,500	0.00	125.00	250.00	1,375.00	125.00	92%
37-402-020 ER - FICA TAXES	115	0.00	9.56	19.12	105.16	9.84	91%
37-402-060 Workers Comp Mayor & Council	70	0.00	0.00	0.00	57.68	12.32	82%
37-402-295 Training	930	230.00	0.00	0.00	700.00	0.00	100%

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37 GENERAL FUND							
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
37-402-402 Commission offsite meetings	200	0.00	0.00	0.00	158.00	42.00	79%
Governing Body Totals:	2,815	230.00	134.56	269.12	2,395.84	189.16	93%
37-405-345 Zoning/Ordinances	200	0.00	0.00	0.00	0.00	200.00	
37-405-407 Branded Clothing Sales	500	0.00	0.00	0.00	0.00	500.00	
37-405-423 Quilters Lane	2,453	0.00	0.00	0.00	2,449.44	3.78	100%
37-405-430 Historic District Comm	220	0.00	0.00	0.00	0.00	220.00	
37-405-440 Run Warrenton 5K	2,500	0.00	0.00	0.00	0.00	2,500.00	
37-405-450 Revitalization Comm	8,655	0.00	469.74	6,104.47	6,836.81	1,818.59	79%
37-405-470 Small Town Maint St	2,500	0.00	14.78	625.14	1,706.69	793.31	68%
Non-Departmental Totals:	17,029	0.00	484.52	6,729.61	10,992.94	6,035.68	65%
37-501-010 SALARY FULL TIME	172,396	0.00	9,369.32	18,998.66	144,427.31	27,968.44	84%
37-501-014 Salary - Part Time	105,000	0.00	6,885.00	15,225.00	94,112.42	10,887.58	90%
37-501-016 Salary - Admin Assistant	37,100	0.00	2,811.20	5,622.40	32,878.80	4,221.20	89%
37-501-019 Salary - Over-Time	17,000	0.00	306.60	394.23	15,360.63	1,639.37	90%
37-501-020 ER-FICA Taxes	24,438	0.00	1,477.76	3,069.98	21,828.34	2,609.66	89%
37-501-030 ER - Retirement Orbit	52,203	340.00	2,575.11	5,158.79	39,622.30	12,240.70	77%
37-501-031 ER - 401K 5%	13,618	5,404.17	483.80	969.65	8,213.83	0.00	100%
37-501-040 ER - Health Insurance	41,120	2,179.14	961.44	1,930.85	21,021.98	17,918.88	56%
37-501-050 ER - Life Insurance	1,010	0.00	0.00	32.00	627.79	382.21	62%
37-501-060 ER - Workman's Comp	6,420	0.00	0.00	0.00	4,736.63	1,683.37	74%
37-501-200 Travel Expense	1,000	0.00	0.00	0.00	403.92	596.08	40%
37-501-203 Supplies	5,400	857.56	159.17	950.07	4,215.42	327.02	94%
37-501-204 Uniforms	5,000	250.00	34.99	209.99	2,181.58	2,568.42	49%
37-501-205 Equipment & Material	7,200	81.08	0.00	783.55	6,911.93	206.99	97%
37-501-250 Light, Heat & Security	9,500	669.54	294.77	630.31	6,058.94	2,771.52	71%
37-501-251 Telephone & Postage	9,237	2,850.81	576.92	861.00	6,016.71	369.48	96%
37-501-252 Fuel	23,000	353.42	1,499.72	3,175.27	19,646.58	3,000.00	87%
37-501-255 Bldg Maint/Clean Svs	6,320	610.00	0.00	219.99	4,778.68	931.32	85%
37-501-295 Training	2,000	0.00	44.60	44.60	891.56	1,108.44	45%

Budget vs Actual

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37 GENERAL FUND							
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
37-501-301 Computer Maint	5,990	873.96	277.07	1,092.47	4,592.54	523.50	91%
37-501-302 Software Support	8,553	601.78	0.00	500.00	7,127.57	823.65	90%
37-501-305 Technology Upgrades	5,000	0.00	0.00	0.00	4,650.20	349.80	93%
37-501-318 Freight Charges	500	0.00	0.00	0.00	233.99	266.01	47%
37-501-351 Maint & Repair Equip	7,680	0.00	0.00	491.50	6,642.55	1,037.45	86%
37-501-370 2019 Dodge Car 100	3,000	384.91	1,139.28	1,139.28	1,717.62	897.47	70%
37-501-371 2017 Dodge Car 200	4,350	500.00	138.11	138.11	3,575.38	274.62	94%
37-501-372 2016 Dodge Car 300	1,500	300.00	0.00	0.00	989.75	210.25	86%
37-501-373 2017 Dodge Car 400	5,500	672.41	0.00	788.25	4,530.11	297.48	95%
37-501-374 2010 Ford Car 500	406	0.00	0.00	0.00	406.11	0.00	100%
37-501-375 2008 Ford Car 600	1,594	0.00	0.00	0.00	637.88	956.01	40%
37-501-376 2019 Dodge Car 700	7,075	2,000.67	175.62	3,193.07	3,862.60	1,211.73	83%
37-501-377 2023 Dodge Car 125	1,500	176.13	0.00	0.00	387.14	936.73	38%
37-501-378 2023 Dodge Car 225	4,479	478.70	0.00	0.00	3,205.54	795.01	82%
37-501-400 Liability Insurance	18,000	0.00	0.00	0.00	10,475.62	7,524.38	58%
37-501-415 Police Shots Medical	1,000	0.00	0.00	0.00	110.00	890.00	11%
37-501-433 COP Program	1,500	0.00	0.00	35.00	277.89	1,222.11	19%
37-501-436 PD Narcotics Tax/Proceeds	154	0.00	0.00	0.00	0.00	154.00	
37-501-499 Miscellaneous	2,923	1,625.00	22.00	644.00	1,073.45	224.37	92%
37-501-801 Town Hall Roof Loan Principal	1,389	0.00	0.00	0.00	1,388.67	0.22	100%
37-501-802 Police 2017 Cars Loan Principal (USDA)	4,484	0.00	0.00	0.00	4,483.83	0.17	100%
37-501-803 Police Security Camera Loan Principal (USDA)	1,303	0.00	0.00	0.00	1,302.18	0.82	100%
37-501-804 Police 2019 Cars Loan Principal (USDA)	4,822	0.00	0.00	0.00	4,821.02	0.98	100%
37-501-805 Police 2023 Cars Loan Principle (USDA)	7,177	0.00	0.00	0.00	7,176.50	0.50	100%
37-501-831 Town Hall Roof Loan - Interest PD	28	0.00	0.00	0.00	28.11	0.00	100%
37-501-832 Police 2017 Cars Loan Interest	297	0.00	0.00	0.00	296.17	0.83	100%

Budget vs Actual

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37 GENERAL FUND								
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent	
(USDA)								
37-501-833 Police Security Camera Loan Interest (USDA)	31	0.00	0.00	0.00	30.82	0.18	99%	
37-501-834 Police 2019 Cars Loan Interest (USDA)	605	0.00	0.00	0.00	604.98	0.02	100%	
37-501-835 Police 2023 Cars Loan Interest (USDA)	1,801	0.00	0.00	0.00	1,800.50	0.50	100%	
Police Department Totals:	641,603	21,209.28	29,232.48	66,298.02	510,364.07	110,029.47	83%	
37-601-014 Salary - Part Time Code Enforcement	2,682	0.00	76.50	351.90	2,153.77	528.23	80%	
37-601-020 ER-FICA Taxes	230	0.00	5.85	26.91	164.73	65.27	72%	
37-601-060 Workers Comp	660	0.00	0.00	0.00	620.56	39.44	94%	
37-601-252 Fuel/Truck Expense/Insurance	456	0.00	0.00	0.00	456.00	0.00	100%	
37-601-352 Vehicle Maintenance	200	0.00	0.00	0.00	0.00	200.00		
37-601-437 Contract Srvs Fire Protection	70,000	0.00	5,833.33	11,666.66	64,166.63	5,833.37	92%	
37-601-475 Donation to Town Fire	1,547	0.00	0.00	0.00	1,546.30	0.35	100%	
37-601-476 Code Enforcement Exp	550	0.00	0.00	0.00	544.00	6.35	99%	
Fire Totals:	76,325	0.00	5,915.68	12,045.47	69,651.99	6,673.01	91%	
37-651-330 Christmas Lights/Santa House	1,730	0.00	0.00	0.00	1,644.95	85.05	95%	
37-651-331 Haley Haywood Park	785	0.00	0.00	0.00	156.00	629.00	20%	
37-651-332 Signs below \$5,000	650	0.00	0.00	0.00	650.00	0.00	100%	
37-651-333 Street Beautification - Below \$5,000	4,778	164.66	893.00	977.74	4,612.43	0.91	100%	
37-651-335 Street Lighting Electric Bill	28,807	2,580.14	2,543.58	5,049.24	26,090.68	136.18	100%	
Signs and Lights Totals:	36,750	2,744.80	3,436.58	6,026.98	33,154.06	851.14	98%	
37-701-010 Salary - Full Time	58,971	0.00	4,557.62	9,029.20	52,876.76	6,094.24	90%	
37-701-014 Salary - Part Time	17,161	0.00	1,263.22	2,693.52	14,387.45	2,773.55	84%	
37-701-019 Over-Time	1,338	0.00	409.70	409.70	532.61	805.39	40%	
37-701-020 ER-FICA Taxes	5,964	0.00	475.43	925.72	5,172.06	791.94	87%	
37-701-030 ER - Retirement - Orbit	14,991	0.00	1,227.41	2,390.08	12,967.03	2,023.97	86%	

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37 GENERAL FUND							
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
37-701-040 ER-Health Insurance	21,680	246.85	1,720.40	3,419.22	20,754.74	678.41	97%
37-701-050 ER-Life Insurance	441	0.00	0.00	27.20	440.80	0.20	100%
37-701-060 ER-Workman's Comp	1,837	0.00	0.00	0.00	1,761.51	75.49	96%
37-701-203 Supplies	4,786	156.20	296.02	411.63	4,577.87	51.93	99%
37-701-204 Uniforms	4,212	1,262.08	419.18	419.18	2,949.92	0.00	100%
37-701-251 Telephone & Postage	925	85.16	115.42	115.42	634.84	205.00	78%
37-701-252 Fuel	12,043	450.14	777.06	1,484.43	9,464.80	2,128.06	82%
37-701-312 Tree Removal	2,500	0.00	0.00	0.00	2,500.00	0.00	100%
37-701-351 Maint & Repair Equip	12,128	0.00	0.00	978.35	12,127.33	0.67	100%
37-701-352 Vehicle Maintenance	7,050	0.00	0.00	0.00	7,049.90	0.10	100%
37-701-400 Liability Insurance	5,373	0.00	0.00	0.00	5,372.91	0.09	100%
37-701-431 Street Debris Disposal	1,179	0.00	0.00	0.00	1,000.00	179.00	85%
37-701-895 Mowing	(16,000)	0.00	(1,333.00)	(2,666.00)	(14,663.00)	(1,337.00)	92%
Streets Totals:	156,579	2,200.43	9,928.46	19,637.65	139,907.53	14,471.04	91%
37-710-361 Maint & Repair POWELL BILL	15,913	0.00	0.00	2,715.86	2,715.86	13,197.14	17%
37-710-405 Audit Expense POWELL BILL	100	0.00	0.00	0.00	0.00	100.00	
Powell Bill Totals:	16,013	0.00	0.00	2,715.86	2,715.86	13,297.14	17%
37-801-010 Salary - Full Time Sanitation	48,988	0.00	3,922.08	7,844.16	45,846.42	3,141.58	94%
37-801-019 Salary - Over Time Sanitation	713	0.00	262.50	262.50	365.90	347.10	51%
37-801-020 ER - FICA Sanitation	3,955	0.00	313.53	606.97	3,456.07	498.93	87%
37-801-030 ER - Retirement - Orbit Sanitation	10,185	0.00	772.64	1,545.28	9,044.85	1,140.15	89%
37-801-040 ER - Health Insurance	17,048	223.83	1,343.69	2,669.18	16,009.73	814.44	95%
37-801-050 ER - Life Insurance	259	21.36	0.00	21.60	237.60	0.04	100%
37-801-060 Workman's Compensation	4,415	0.00	0.00	0.00	4,414.84	0.16	100%
37-801-203 Supplies	1,000	0.00	0.00	0.00	457.49	542.51	46%
37-801-204 Uniforms	2,808	879.96	259.08	259.08	1,928.04	0.00	100%
37-801-251 Telephone & Postage	720	45.86	61.48	61.48	338.14	336.00	53%
37-801-252 Fuel	3,645	232.44	240.12	517.56	2,620.18	792.38	78%
37-801-350 Landfull Fees	20,250	2,839.96	1,725.92	3,113.49	17,160.04	250.00	99%

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37 GENERAL FUND								
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent	
37-801-352 Vehicle Maintenance	1,000	0.00	0.00	0.00	680.09	319.91	68%	
37-801-400 Liability Insurance	4,035	0.00	0.00	0.00	3,382.04	652.96	84%	
Sanitation Totals:	119,021	4,243.41	8,901.04	16,901.30	105,941.43	8,836.16	93%	
37-901-032 Transfer out to Capital Project Parking Lot	55,324	0.00	0.00	0.00	55,324.00	0.00	100%	
37-901-034 Transfer Out to Frontier Warren	14,870	0.00	0.00	0.00	14,870.00	0.00	100%	
37-901-038 Transfer Out to WS for USDA Loan	7,281	0.00	0.00	0.00	7,281.00	0.00	100%	
37-901-077 Transfer Out to Golden Leaf Stormwater Grant	13,000	0.00	0.00	0.00	13,000.00	0.00	100%	
37-901-889 Transfer Out to USDA Loan Reserve	2,781	0.00	0.00	0.00	0.00	2,781.00		
Transfers Out Totals:	93,256	0.00	0.00	0.00	90,475.00	2,781.00	97%	
Expenses Totals:	1,597,290	37,832.08	87,224.46	190,310.28	1,371,774.48	187,683.82	88%	
37 GENERAL FUND Revenues Over/(Under) Expenses:			(21,396.80)	(42,931.72)	(129,274.25)			

Budget vs Actual

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38 WATER / SEWER								
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent	
Revenues								
38-351-401 Water Sales	849,438	0.00	63,928.35	126,235.30	670,959.45	(178,478.55)	79%	
38-351-402 Debt Setoff WATER	224	0.00	157.28	776.94	956.37	732.37	427%	
38-351-404 Sewer Services	632,186	0.00	46,115.26	89,414.44	489,634.89	(142,551.11)	77%	
38-351-407 Debt Setoff SEWER	196	0.00	153.82	787.08	979.01	783.01	499%	
38-351-408 Town Taps	18,000	0.00	22,160.40	21,606.63	30,156.57	12,156.57	168%	
38-351-416 Dis/Reconnection Fee	9,122	0.00	270.00	570.00	6,565.64	(2,556.36)	72%	
38-351-417 Fire Sprinkler	2,176	0.00	196.14	392.28	2,140.74	(35.26)	98%	
38-351-418 Late Fees/Penalty/Cut Off	21,850	0.00	1,456.80	3,257.05	19,814.47	(2,035.53)	91%	
38-351-419 Returned Check Fee	825	0.00	50.00	150.00	675.00	(150.00)	82%	
38-351-420 Debt Setoff Late Fees/Penalty/Cut Off	91	0.00	144.36	309.36	463.88	372.88	510%	
38-365-001 Interest Income	36	0.00	0.00	2.76	22.97	(13.03)	64%	
38-365-014 Cash Over and Short (Daily Difference)	0	0.00	0.00	0.40	(10.61)	(10.61)		
38-365-410 Interest/investment Income NCCMT	8,184	0.00	0.00	1,204.10	11,994.23	3,810.23	147%	
38-365-421 Account Activation Fee	2,813	0.00	175.00	425.00	2,300.00	(513.00)	82%	
38-365-851 Misc Revenue WATER	0	0.00	0.00	0.00	1,089.39	1,089.39		
38-381-037 Transfer In From GF	7,281	0.00	0.00	0.00	7,281.00	0.00	100%	
38-395-396 Apropriated Fund Balance (Budget Only)	18,094	0.00	0.00	0.00	0.00	(18,094.00)		
Revenues Totals:	1,570,516	0.00	134,807.41	245,131.34	1,245,023.00	(325,493.00)	79%	
Expenses								
38-851-010 Salary Full Time	104,526	0.00	9,511.92	19,023.84	97,460.80	7,065.20	93%	
38-851-014 Salary - Part Time	13,131	0.00	653.51	1,360.25	12,293.24	837.76	94%	
38-851-019 Salary Over-Time	6,997	0.00	734.15	834.01	3,539.32	3,457.68	51%	
38-851-020 ER-FICA Taxes	9,756	0.00	798.65	1,552.82	8,265.70	1,490.30	85%	
38-851-030 ER - Retirement Orbit	18,831	0.00	1,629.77	3,152.34	15,141.78	3,689.22	80%	

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38 WATER / SEWER							
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
38-851-040 ER - Health Insurance WATER	24,496	0.00	2,434.14	4,822.81	23,926.54	569.46	98%
38-851-050 ER - Life Insurance	500	0.00	0.00	34.56	359.67	140.33	72%
38-851-060 ER - Workman's Comp	1,163	0.00	0.00	0.00	1,111.85	51.15	96%
38-851-200 Travel Expense	51	0.00	0.00	0.00	0.00	51.00	
38-851-203 Supplies	34,937	1,602.44	3,627.12	4,412.90	33,176.43	157.66	100%
38-851-204 Uniforms	2,496	569.90	312.47	312.47	1,926.10	0.00	100%
38-851-250 Light & Heat & Security	6,090	871.58	184.82	366.72	4,241.35	977.07	84%
38-851-251 Telephone & Postage	9,622	1,099.36	919.11	1,578.52	8,500.61	22.03	100%
38-851-252 Fuel	10,300	1,904.32	412.65	1,052.91	6,149.00	2,246.68	78%
38-851-255 Bldg. Maint/Clean Svs	3,117	305.00	0.00	110.01	2,224.93	587.07	81%
38-851-260 Electric Tank/Pumps	3,198	224.96	225.73	488.25	2,518.82	454.22	86%
38-851-295 Training	563	562.50	0.00	0.00	0.00	0.00	100%
38-851-296 Continuing Education	1,271	0.00	0.00	0.00	388.56	882.44	31%
38-851-301 Computer Maintenance	3,500	706.63	249.10	596.18	2,603.31	190.06	95%
38-851-302 Software Support	9,000	336.30	33.33	33.33	7,752.03	911.67	90%
38-851-305 Technology Upgrades	1,790	0.00	0.00	0.00	1,789.45	0.55	100%
38-851-310 Dues & Subscriptions	450	25.00	12.50	25.00	414.34	10.66	98%
38-851-313 State Permits	1,270	0.00	0.00	0.00	1,270.00	0.00	100%
38-851-345 Water Tank Contract	19,750	0.00	0.00	4,977.39	19,731.97	18.03	100%
38-851-347 Lab Analysis	2,210	215.00	140.00	495.00	1,995.00	0.00	100%
38-851-351 Maint. & Repair Equip	1,559	25.12	1,125.09	1,915.46	1,533.53	0.35	100%
38-851-352 Vehicle Maintenance	1,053	0.00	0.00	71.80	1,052.01	0.99	100%
38-851-400 Town Liability Insurance	9,234	0.00	0.00	0.00	8,340.05	893.95	90%
38-851-405 Audit Expense	5,750	0.00	0.00	0.00	5,750.00	0.00	100%
38-851-448 External Contract	25,767	0.00	0.00	7,444.23	25,766.83	0.17	100%
38-851-451 Water Purchase	230,000	54,000.00	17,760.84	33,595.95	169,209.73	6,790.27	97%
38-851-500 Capital Outlay \$5000 and Above	5,685	0.00	0.00	0.00	5,685.47	0.00	100%
38-851-801 Town Hall Roof Loan - Principal	695	0.00	0.00	0.00	694.35	0.61	100%
38-851-802 USDA Public Works Trucks -	8,534	0.00	0.00	0.00	8,533.10	0.90	100%

Budget vs Actual

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38 WATER / SEWER								
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent	
Princ Water								
38-851-803 USDA Town Hall/WS Loan Principal	29,272	0.00	0.00	0.00	2,271.50	27,000.50	8%	
38-851-831 Town Hall Roof Loan - Interest Water	14	0.00	0.00	0.00	14.04	0.00	100%	
38-851-833 USDA Town Hall/WS Loan Interest	15,196	0.00	0.00	0.00	1,369.00	13,827.00	9%	
38-851-836 USDA Public Works Trucks - Int Water	1,349	0.00	0.00	0.00	1,348.39	0.61	100%	
38-851-895 Grass Cutting Expense	16,000	0.00	1,333.00	2,666.00	14,663.00	1,337.00	92%	
38-851-896 WS 25% of GF Expense	53,815	0.00	0.00	4,609.35	47,604.97	6,210.03	88%	
38-851-998 Contingency	78	0.00	0.00	0.00	0.00	77.50		
Water Totals:	693,015	62,448.11	42,097.90	95,532.10	550,616.77	79,950.12	88%	
38-852-010 Salary - Full Time	105,522	0.00	9,511.92	19,023.84	97,789.64	7,732.36	93%	
38-852-014 Salary - Part Time	13,131	0.00	653.51	1,360.25	12,292.76	838.24	94%	
38-852-019 Salary - Over Time Sewer	7,362	0.00	685.04	849.43	5,424.97	1,937.03	74%	
38-852-020 ER - FICA Sewer	9,756	0.00	826.47	1,617.15	8,797.24	958.76	90%	
38-852-030 ER-Retirement Orbit	20,927	0.00	1,630.44	3,165.72	15,514.34	5,412.66	74%	
38-852-040 ER-Health Insurance SEWER	29,178	0.00	2,434.16	4,846.88	23,956.66	5,221.34	82%	
38-852-050 ER-Life Insurance	500	1.04	0.00	40.32	342.39	156.57	69%	
38-852-060 ER-Workman's Comp	1,163	0.00	0.00	0.00	1,111.84	51.16	96%	
38-852-200 Travel Expense	215	0.00	0.00	0.00	0.00	215.00		
38-852-203 Supplies	20,723	909.87	3,230.58	4,807.35	19,483.57	329.09	98%	
38-852-204 Uniforms	2,496	570.13	312.44	312.44	1,925.87	0.00	100%	
38-852-250 Light & Heat & Security	6,025	1,123.52	184.81	366.70	4,751.87	149.61	98%	
38-852-251 Telephone & Postage	10,047	1,099.69	1,061.81	1,740.22	8,636.37	310.94	97%	
38-852-252 Fuel	10,300	1,904.36	412.65	1,052.90	6,193.26	2,202.38	79%	
38-852-255 Bldg. Maint/Clean Svs	3,117	305.01	0.00	110.01	2,224.93	587.06	81%	
38-852-260 Electric Tank/Pumps	10,722	1,001.19	901.32	1,929.11	9,708.13	12.68	100%	
38-852-295 Training	563	562.50	0.00	0.00	0.00	0.00	100%	

Budget vs Actual

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38 WATER / SEWER								
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent	
38-852-296 Continuing Education	720	0.00	0.00	0.00	265.00	455.00	37%	
38-852-301 Computer Maint.	5,000	706.65	249.10	596.17	2,603.29	1,690.06	66%	
38-852-302 Software Support	9,000	336.30	33.33	33.33	7,752.00	911.70	90%	
38-852-305 Technology Upgrades	2,250	0.00	0.00	0.00	1,789.42	460.58	80%	
38-852-309 Advertising	683	0.00	0.00	0.00	326.63	356.37	48%	
38-852-310 Dues & Subscriptions	439	25.00	12.50	25.00	414.33	0.00	100%	
38-852-313 State Permits	1,960	0.00	1,760.00	1,760.00	1,960.00	0.00	100%	
38-852-351 Maint & Repair Equip	2,648	25.12	1,162.97	2,123.47	2,622.56	0.32	100%	
38-852-352 Vehicle Maintenance	3,750	0.00	0.00	71.80	1,051.96	2,698.04	28%	
38-852-400 Liability Insurance	5,851	0.00	0.00	0.00	4,327.65	1,523.35	74%	
38-852-405 Audit Expense	5,750	0.00	0.00	0.00	5,750.00	0.00	100%	
38-852-435 Purchase of Sewer Services	387,485	0.00	0.00	25,301.31	331,273.63	56,211.37	85%	
38-852-448 External Contract	20,484	2,851.80	3,575.40	3,700.40	17,631.93	0.44	100%	
38-852-473 WWTP Rehab Annual Payment	23,918	0.00	22,772.00	22,772.00	22,772.00	1,146.00	95%	
38-852-500 Capital Outlay \$5000 and Above	5,685	0.00	0.00	0.00	5,685.47	0.00	100%	
38-852-801 Town Hall Roof Loan - Principal	706	0.00	0.00	0.00	694.35	11.65	98%	
38-852-802 USDA Public Works Trucks - Princ Sewer	8,534	0.00	0.00	0.00	8,533.11	0.89	100%	
38-852-803 USDA Town Hall/WS Loan Principal	29,272	0.00	0.00	0.00	2,271.50	27,000.50	8%	
38-852-804 NCDEQ Unity, Bute & Battle Sewer Rehab Princ Only	14,388	0.00	0.00	0.00	14,387.20	0.80	100%	
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	57	0.00	0.00	0.00	14.04	42.96	25%	
38-852-833 USDA Town Hall/WS Loan Interest	15,196	0.00	0.00	0.00	1,369.00	13,827.00	9%	
38-852-836 USDA Public Works Trucks - Int	1,349	0.00	0.00	0.00	1,348.40	0.60	100%	

Budget vs Actual

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38 WATER / SEWER								
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent	
Sewer								
38-852-837 NCDEQ Sewer Rehab Annual Loan- Interest	2,750	0.00	0.00	0.00	2,750.00	0.00	100%	
38-852-896 WS 25% of GF Expense	53,815	0.00	0.00	4,609.34	47,604.98	6,210.02	88%	
Sewer Expenses Totals:	868,187	11,422.18	51,410.45	102,215.14	718,102.29	138,662.53	84%	
38-901-889 Transfer Out to USDA Loan Reserve	9,314	0.00	0.00	0.00	0.00	9,314.00		
Transfers Out Totals:	9,314	0.00	0.00	0.00	0.00	9,314.00		
Expenses Totals:	1,570,516	73,870.29	93,508.35	197,747.24	1,268,719.06	227,926.65	85%	
38 WATER / SEWER Revenues Over/(Under) Expenses:			120,599.06	126,684.10	(23,696.06)			

Budget vs Actual

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39 WWTP							
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
Revenues							
39-351-405 Septic Disposal Service	62,340	0.00	7,580.00	9,835.00	39,495.00	(22,845.00)	63%
39-351-470 Town Sewer Revenues	387,485	0.00	0.00	25,301.31	331,273.63	(56,211.37)	85%
39-351-471 Sewer Revenues - County	240,446	0.00	0.00	15,700.24	205,565.50	(34,880.50)	85%
39-351-472 Sewer Rev Norlina	222,003	0.00	0.00	14,495.94	189,797.49	(32,205.51)	85%
39-365-001 Interest Income	0	0.00	0.00	0.06	1.58	1.58	
39-365-861 Misc Revenue WWTP	0	0.00	0.00	0.00	2,526.70	2,526.70	
Revenues Totals:	912,274	0.00	7,580.00	65,332.55	768,659.90	(143,614.10)	84%
Expenses							
39-861-010 Salary - Full Time	199,210	0.00	16,544.26	33,133.88	182,436.66	16,773.34	92%
39-861-014 Salary - Part Time	15,816	0.00	1,598.54	3,130.83	14,158.62	1,657.38	90%
39-861-019 Over-Time	14,358	0.00	401.09	1,311.12	11,392.26	2,965.74	79%
39-861-020 ER-FICA Taxes	18,809	0.00	1,223.95	2,485.20	13,677.32	5,131.68	73%
39-861-030 ER - Retirement Orbit	43,754	0.00	2,976.69	6,022.61	32,308.20	11,445.80	74%
39-861-040 ER- Health Insurance	47,451	0.00	3,784.92	7,536.83	41,481.00	5,970.00	87%
39-861-050 ER-Life Insurance	625	0.00	0.00	68.32	531.74	93.26	85%
39-861-060 ER-Workman's Comp	2,121	0.00	0.00	0.00	2,120.55	0.45	100%
39-861-203 Supplies	59,169	1,120.22	7,386.99	10,949.30	57,990.63	57.68	100%
39-861-204 Uniforms	4,883	1,046.30	593.46	593.46	3,836.70	0.00	100%
39-861-250 Light, Heat & Security	119,000	65.00	8,667.38	17,428.82	103,636.18	15,298.82	87%
39-861-251 Telephone & Postage	9,050	1,024.52	785.57	1,032.35	6,438.61	1,586.87	82%
39-861-252 Fuel	9,735	2,057.42	211.69	990.05	6,558.97	1,118.61	89%
39-861-295 Training	1,125	1,125.00	0.00	0.00	0.00	0.00	100%
39-861-296 Continuing Education	1,210	0.00	0.00	0.00	150.00	1,060.00	12%
39-861-301 Computer Maint.	5,776	1,004.10	277.07	766.48	4,771.13	0.77	100%
39-861-302 Software Support	4,233	1,022.55	33.33	370.57	3,210.05	0.40	100%
39-861-305 Technology Upgrades	2,000	0.00	0.00	0.00	1,498.05	501.95	75%
39-861-309 Advertising	722	0.00	0.00	0.00	670.00	52.00	93%
39-861-310 Dues & Subscriptions	139	0.00	0.00	0.00	139.33	0.00	100%

Budget vs Actual

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39 WWTP							
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
39-861-318 Freight Charges	2,746	395.88	245.75	418.21	2,276.81	73.31	97%
39-861-342 Maint & Repair Plant	101,151	5,744.22	1,487.00	1,487.00	95,405.78	1.00	100%
39-861-344 Sludge Removal	69,000	16,316.00	0.00	8,001.00	52,684.00	0.00	100%
39-861-345 Beaver Control	750	0.00	0.00	0.00	575.00	175.00	77%
39-861-346 Lab Material & Supplies	11,651	0.00	0.00	62.29	11,588.21	62.79	99%
39-861-347 Lab Analysis	21,937	389.00	1,438.00	3,337.00	21,548.00	0.00	100%
39-861-348 Tar - Pamlico Dues	2,937	0.00	0.00	0.00	2,880.00	57.00	98%
39-861-349 OSHAComp/Safety M&S	145	0.00	0.00	0.00	145.00	0.00	100%
39-861-352 Vehicle Maintenance	1,403	0.00	0.00	47.87	578.83	824.17	41%
39-861-400 Liability Insurance	17,174	0.00	0.00	0.00	15,599.64	1,574.36	91%
39-861-405 Audit Expense	11,500	0.00	0.00	0.00	11,500.00	0.00	100%
39-861-441 Certify Lab Services	525	0.09	349.20	349.20	524.20	0.71	100%
39-861-444 Permits & Fees	15,735	825.00	825.00	1,650.00	13,135.00	1,775.00	89%
39-861-446 Influent Debris Removal	6,466	98.66	560.07	1,122.79	5,900.34	467.00	93%
39-861-500 Capital Outlay \$5000 and Over	5,685	0.00	0.00	0.00	5,685.47	0.00	100%
39-861-810 NCDEQ WWTP Phase 2 Principal	23,607	0.00	0.00	0.00	23,606.60	0.40	100%
39-861-897 WWTP 25% of GF Exp	60,675	0.00	0.00	4,847.33	51,097.12	9,577.88	84%
39-861-998 Contingency	1	0.00	0.00	0.00	0.00	0.67	
WWTP - Expenses Totals:	912,274	32,233.96	49,389.96	107,142.51	801,736.00	78,304.04	91%
Expenses Totals:	912,274	32,233.96	49,389.96	107,142.51	801,736.00	78,304.04	91%
39 WWTP Revenues Over/(Under) Expenses:			(121,109.96)	(121,109.96)	(33,076.10)		

Check Listing

Date From: 5/1/2024 Date To: 5/31/2024
Vendor Range: 1 800 FLAGPOLE.COM - ZIMA CORPORATION

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Check Number	Bank	Vendor	Date	Amount
67440	30	CARDNO USA, INC.	05/02/2024	<u>\$1,688.29</u>
67441	30	CARDNO USA, INC.	05/02/2024	<u>\$6,052.39</u>
67442	30	WATER GUARD, INC.	05/02/2024	<u>\$2,004.43</u>
67443	30	Ada Davis	05/07/2024	<u>\$800.00</u>
67444	30	AT&T MOBILITY II LLC	05/07/2024	<u>\$399.10</u>
67445	30	AT&T MOBILITY II LLC	05/07/2024	<u>\$772.88</u>
67446	30	BLUE RIDGE SPRINGS, INC	05/07/2024	<u>\$143.25</u>
67447	30	CAROLINA DIGITAL PHONE INC	05/07/2024	<u>\$316.00</u>
67448	30	Core & Main	05/07/2024	<u>\$5,124.74</u>
67449	30	DOCUMENT SYSTEMS, INC	05/07/2024	<u>\$146.25</u>
67450	30	GUPTON SERVICES, INC	05/07/2024	<u>\$1,487.00</u>
67451	30	INVOICE CLOUD, INC.	05/07/2024	<u>\$142.25</u>
67452	30	JUST FLOWERS LLC	05/07/2024	<u>\$117.43</u>
67453	30	TAR HEEL TIRE SALES/SERVICE	05/07/2024	<u>\$64.11</u>
67454	30	UNIFIRST CORPORATION	05/07/2024	<u>\$287.07</u>
67455	30	WILSON'S WATER SERVICES	05/07/2024	<u>\$825.00</u>
67456	30	Community Eye Care	05/08/2024	<u>\$135.20</u>
67457	30	DUKE ENERGY PROGRESS	05/08/2024	<u>\$135.33</u>
67458	30	GFL ENVIRONMENTAL	05/08/2024	<u>\$560.07</u>
67459	30	MERITECH INC	05/08/2024	<u>\$1,578.00</u>
67460	30	Spectrum Business	05/08/2024	<u>\$169.98</u>
67461	30	TAR HEEL TIRE SALES/SERVICE	05/08/2024	<u>\$139.39</u>
67462	30	WRIGHT EXPRESS FSC	05/08/2024	<u>\$1,499.72</u>
67463	30	Company Wrench	05/13/2024	<u>\$415.01</u>
67464	30	DOCUMENT SYSTEMS, INC	05/13/2024	<u>\$315.92</u>
67465	30	DUKE ENERGY PROGRESS	05/13/2024	<u>\$1,096.79</u>
67466	30	NORTH CAROLINA 811, INC	05/13/2024	<u>\$25.00</u>
67467	30	ROBERT DAVIE	05/13/2024	<u>\$14.78</u>
67468	30	TRI-COUNTY POWER EQUIPMENT INC	05/13/2024	<u>\$58.62</u>
67469	30	UNITED PARCEL SERVICE	05/13/2024	<u>\$81.19</u>
67470	30	Victoria Lehman	05/13/2024	<u>\$303.17</u>
67471	30	WARREN AUTO PARTS, INC.	05/13/2024	<u>\$359.12</u>

Check Listing

Date From: 5/1/2024 Date To: 5/31/2024

Vendor Range: 1 800 FLAGPOLE.COM - ZIMA CORPORATION

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Check Number	Bank	Vendor	Date	Amount
67472	30	WOMACK PUBLISHING CO. INC.	05/13/2024	<u>\$293.30</u>
67473	30	All American Welding & Machine, LLC	05/14/2024	<u>\$85.00</u>
67474	30	DUKE ENERGY PROGRESS	05/14/2024	<u>\$9,294.50</u>
67475	30	FRONTIER NATURAL GAS	05/14/2024	<u>\$12.42</u>
67476	30	GARY V. WILLIAMS	05/14/2024	<u>\$1,440.00</u>
67477	30	GUPTON SERVICES, INC	05/14/2024	<u>\$130.00</u>
67478	30	PETE SMITH TIRE & QUICK LUBE, INC	05/14/2024	<u>\$261.93</u>
67479	30	UNITED PARCEL SERVICE	05/14/2024	<u>\$35.53</u>
67480	30	VC3, Inc.	05/14/2024	<u>\$1,108.27</u>
67481	30	WARREN COUNTY PUBLIC UTILITIES	05/14/2024	<u>\$22,772.00</u>
67482	30	FIRST CITIZENS BANK	05/17/2024	<u>\$2,633.18</u>
67483	30	AMAZON CAPTIAL SERVICES, INC.	05/17/2024	<u>\$513.33</u>
67484	30	Core & Main	05/17/2024	<u>\$518.50</u>
67485	30	DUKE ENERGY PROGRESS	05/17/2024	<u>\$2,345.80</u>
67486	30	FRONTIER NATURAL GAS	05/17/2024	<u>\$10.22</u>
67487	30	NCDEQ-DIVISION OF	05/17/2024	<u>\$1,760.00</u>
67488	30	PROFESSIONAL MAIL SERVICES, INC	05/17/2024	<u>\$156.01</u>
67489	30	PROFESSIONAL MAIL SERVICES, INC	05/17/2024	<u>\$481.23</u>
67490	30	TRI-COUNTY POWER EQUIPMENT INC	05/17/2024	<u>\$404.96</u>
67491	30	WARREN COUNTY PUBLIC WORKS	05/17/2024	<u>\$1,725.92</u>
67492	30	AMAZON CAPTIAL SERVICES, INC.	05/21/2024	<u>\$323.07</u>
67493	30	DOCUMENT SYSTEMS, INC	05/21/2024	<u>\$79.86</u>
67494	30	DUKE ENERGY PROGRESS	05/21/2024	<u>\$339.70</u>
67495	30	HUMANA SPECIALTY BENEFITS	05/21/2024	<u>\$29.38</u>
67496	30	KING'S FITNESS & NUTRITION CENTER	05/21/2024	<u>\$405.00</u>
67497	30	LAWMENS	05/21/2024	<u>\$37.53</u>
67498	30	TALON MACHINERY LLC	05/21/2024	<u>\$186.87</u>
67499	30	TAR HEEL TIRE SALES/SERVICE	05/21/2024	<u>\$40.44</u>
67500	30	TIME WARNER CABLE	05/21/2024	<u>\$189.98</u>
67501	30	UNIFIRST CORPORATION	05/21/2024	<u>\$437.23</u>
67502	30	UNUM LIFE INSURANCE COMPANY OF AMERICA	05/21/2024	<u>\$509.24</u>
67503	30	Wash Depot	VOIDED 05/21/2024	<u>\$800.00</u>

Check Listing

Date From: 5/1/2024 Date To: 5/31/2024
Vendor Range: 1 800 FLAGPOLE.COM - ZIMA CORPORATION

Town of Warrenton
06/03/2024 02:48 PM

Page: 3 of 4

Check Number	Bank	Vendor	Date	Amount
67504	30	AMAZON CAPTIAL SERVICES, INC.	05/24/2024	<u>\$31.51</u>
67505	30	AT&T MOBILITY II LLC	05/24/2024	<u>\$772.88</u>
67506	30	BANZET,THOMPSON, STYERS & MAY, PLLC	05/24/2024	<u>\$347.00</u>
67507	30	BONNIE C ANDREWS	05/24/2024	<u>\$76.50</u>
67508	30	BURNETT LIME COMPANY, INC	05/24/2024	<u>\$4,500.15</u>
67509	30	DUKE ENERGY PROGRESS	05/24/2024	<u>\$159.86</u>
67510	30	DULSE ALONDRA MOLINA ESPINOSA	05/24/2024	<u>\$94.82</u>
67511	30	GLAMOUR AND SMILES	05/24/2024	<u>\$76.50</u>
67512	30	HANK C LAZZARA	05/24/2024	<u>\$38.34</u>
67513	30	HARRIS EQUIPMENT COMPANY	05/24/2024	<u>\$3,575.40</u>
67514	30	METTLER-TOLEDO, INC.	05/24/2024	<u>\$372.77</u>
67515	30	SHARON DAVIS	05/24/2024	<u>\$200.00</u>
67516	30	UNITED PARCEL SERVICE	05/24/2024	<u>\$96.13</u>
67517	30	WARREN COUNTY PUBLIC UTILITIES	05/24/2024	<u>\$17,760.84</u>
67518	30	BLUE CROSS BLUE SHIELD	05/28/2024	<u>\$18,093.87</u>
67519	30	COLUMBIAN MUTUAL LIFE INS CO	05/28/2024	<u>\$36.89</u>
67520	30	FLEMING INVESTMENT COMPANY	05/28/2024	<u>\$3,000.00</u>
67521	30	HOLLAND INDUSTRIAL	05/28/2024	<u>\$158.12</u>
67522	30	INFORMATION TECHNOLOGY SERVICE	05/28/2024	<u>\$237.96</u>
67523	30	PETE SMITH TIRE & QUICK LUBE, INC	05/28/2024	<u>\$1,363.14</u>
67524	30	UNIFIRST CORPORATION	05/28/2024	<u>\$1,738.42</u>
67525	30	UNITED PARCEL SERVICE	05/28/2024	<u>\$32.90</u>
67526	30	WRIGHT EXPRESS FSC	05/28/2024	<u>\$1,924.14</u>
67527	30	BLUE RIDGE SPRINGS, INC	05/30/2024	<u>\$12.50</u>
67528	30	DUKE ENERGY PROGRESS	05/30/2024	<u>\$112.00</u>
67529	30	PRUDENTIAL RETIREMENT	05/30/2024	<u>\$1,218.88</u>
67530	30	VERIZON WIRELESS	05/30/2024	<u>\$320.08</u>
67531	30	WOMACK PUBLISHING CO. INC.	05/30/2024	<u>\$70.10</u>
92	Checks Totaling -			\$133,039.58

Totals By Fund

	Checks	Voids	Total
34	\$3,344.93		\$3,344.93

Check Listing

Date From: 5/1/2024 Date To: 5/31/2024
Vendor Range: 1 800 FLAGPOLE.COM - ZIMA CORPORATION

Town of Warrenton
06/03/2024 02:48 PM

Check Number	Bank	Vendor		Date	Amount
			Checks	Voids	Total
36			\$1,401.80		\$1,401.80
37			\$23,528.31	\$800.00	\$22,728.31
38			\$66,545.95		\$66,545.95
39			\$29,330.91		\$29,330.91
67			\$800.00		\$800.00
71			\$7,740.68		\$7,740.68
77			\$347.00		\$347.00
Totals:			\$133,039.58	\$800.00	\$132,239.58

Memo

To: Town Commissioners
From: Bill Perkinson
CC: Mayor, Town Administrator
Date: June 6, 2024
Re: May 2024 Monthly Activity Report for Public Works

Water and Sewer

- **Water and Sewer System Needs – Unfunded:** (1) Install magnetic flow meter in 14-inch sewer force main where Town of Norlina's and Warren County's Sewer enters Town of Warrenton's sewer system (meter would give us precise measurement of volume of sewer in route to the wastewater treatment plant from our partners thus helping to ensure accurate portioning of monthly wastewater treatment expense between the three partners...Estimated Cost - \$75,000). (2) Purchase water main valve exercising equipment (Estimated Cost – \$30,000). (3) Replace water system pressure reducing valve (Estimated Cost for Labor and Materials - \$12,000.00). (4) Purchase spare pump for Riggans Sewer Lift Station – (Estimated Cost for pump - \$20,000.00). (5) Purchase spare pump for F&M Sewer Lift Station and install emergency port – (Estimated Cost – \$45,000). (6) Highway 158 Business East Water Customers...From Highway 58 to just past Red Hill Loop Road...Abandon old 2-inch galvanized water main and reconnect active services to 8-inch PVC water main (Estimated Cost - \$50,000.00). (7) Replace two 6-inch master water meters (Estimated Shared Cost with Warren County - \$7,000.00). (8) Complete Mission SCADA installation at three of the Town operated sewer lift stations (Estimated Cost - \$5,364.00). (9) Replace Motor Control Panel and all related components at Red Hill Loop Road Sewer Lift Station (Estimated Cost - \$24,040.00).
- **Completed Water and Sewer System Maintenance/Repair Related Information:** (1) Emergency Repair – JCB Backhoe. Repaired ruptured hydraulic fluid lines and tank. Contractor: Gary Williams (Labor - \$1,440.00), Welding provided by All American Welding and Machine (\$85.00). Parts provided by Company Wrench – (\$388.76) and Warren Auto Parts – (\$336.42). (2) Repair – Woods Bushhog. Repaired tire. Repair Shop: Tarheel Tire (Labor and Materials - \$37.88). (3) New Installation – Installed new sewer service connection at 719 N. Main Street. Customer paid for tap cost. Contractor: Harris Equipment Company (Labor and Materials - \$3,575.40).

Total cost for Maintenance and Repair Equipment (Account No. 38-851-351 & 38-852-351) - \$2,288.06

Total cost for External Contract Maintenance and Repair (Account No. 38-851-448 & 38-852-448) - \$3,575.40

- **Water and Sewer Adjustment Request:** For consideration at the June 10, 2024, meeting of the Board of Commissioners. **Caroline Gresham** – 503 S. Main St., Account #001-0000610-1. Billing Period: April 15, 2024 – May 15, 2024. Leak occurred between meter box and house. Normal usage 5,000 gallons. Request is for sewer adjustment of 35,000 gallons at \$10.00/1000. Total \$350.00. 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. Water and sewer line right of ways trimming and 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 6, 2024
Re: May 2024 Monthly Activity Report for WWTP

- **Pending Equipment Maintenance and 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)** **(3)** Rebuild Sludge Recirculation Pump 2. **(Estimated Labor Cost – \$8,000)** **(4)** Replace Influent Pump 1 and 2 Double Mechanical Seal. **(Estimated Parts and Labor Cost –\$22,500)** **(5)** WWTP Sewer Trunk Line – additional construction work to resolve drainage issues. **(Estimated Cost –\$7,000)** **(6)** Oxidation Ditch 2 – integrate SCADA system for control of 4 existing mixers. **(Estimated Cost –\$21,000)** **(7)** Mechanical Bar Screen – Replace main chain, upper and lower drive sprockets, bearings, and rakes. **(Estimated Cost –\$38,000)** **(8)** Plant Collection System – Repair manhole invert. This manhole serves drain lines from the filter building, sludge recirculation building, and Clarifier No. 2. **(Estimated Cost –\$5,000)**
- **High Priority Unfunded Repair:** Rotor 2C and Complete Drive Train Replacement. Note: This rotor is no longer functional and is critical to the plant's operation. **(Estimated Parts and Labor Cost –\$115,000)**
- **Completed Plant Maintenance/Repair Related Information:** **(1)** Repair. Administration Office. Repaired one of the two rooftop HVAC units. Contractor: Gupton Services (Labor and Parts - \$1,487.00)

Total cost for Repairs (Account No. 39-861-342) - \$1,487.00

- **Plant Discharge Quality:** Our discharge quality remained good throughout the entire month. 11.24 million gallons were treated.

Activity Log Event Summary (Cumulative Totals)

Warrenton Police Department

(05/01/2024 - 05/31/2024)

911 Hang-up	5	Accident	6
Alarm Activation	9	Animal Complaint	1
Assist Fire Dept	1	Assist Motorist	2
Assist WC EMS	8	Assist WCSO	3
B & E	1	Complaint	3
Disturbance	1	Domestic	1
Downed Tree / Power Line	1	Escort	4
Follow up Investigation	2	Information by Phone	1
Injury to Personal Property	1	Investigation and/or Interview	3
Juvenile Issues	1	Mental Patient	1
Non Law Enforcement Issue	1	Ordinance Violation	1
Other	4	Patrol	1
Property Check – Business	14	Suspicious Person / Vehicle	3
Talk with Officer	3	Traffic Control	1
Traffic Stop	3	Welfare Check	3

Total Number Of Events: 89



Warrenton Police Department

Monthly Summary/ June 2024

Incident Briefs

5/1/2024	Obtaining Property by False Pretense Uttering Forged Checks and Securities	Closed by Arrest
5/8/2024	Property Damage	Closed by Other Means
5/9/2024	Obtaining Property by False Pretense Uttering Forged Checks and Securities	Active
5/10/2024	Damage to Property	Closed by Other Means
5/10/2024	Failed to Stop at Scene of Crash Property Damage	Inactive
5/16/2024	Break and Enter Motor Vehicle Larceny After Break and Enter	Closed by Other Means

Date:	6/10/2024
Number:	#20

6/10/2024

#20

The purpose of this BA it to increase the Revitalization Budget to reflect additonal revenues and expenses.

General Fund

Subtotal	1,785	-
Total	1,785	
Grand Total	-	

1,785	-
1,785	



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

Budget Changes

- Reduced Sales Tax Revenues by \$7000 and increased Interest Income by \$7000.
- Added sale of patrol car to GF revenue - \$4000 to offset 3% salary increase in GF
- Added one more penny to ad valorem tax rate – 76 cents instead of 75 cents to make up part of difference in 3% increase in general fund salaries
- Added 3% increase in salaries across all departments
- Sewer rate increased from \$2.69 to \$3.41 in order to offset 3% salary increase and additional \$20,000 needed for Plant Maintenance line in Fund 39
- The top 5 uncontrolled expenses for this year (LEO Separation, fire services, reduced utility taxes, legal fees and energy costs) total \$75,000 and alone would require a 10-cent tax rate increase. Employee 3% is simply a trade-off of health benefits for salary benefits. Reduction in health benefits still exceeds salary increase of 3%.
- Renegotiating water allotment with county not included in budget but can be windfall if agreement concluded before July 1 of 2025.



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**Planning Board
June 5, 2024
Minutes**

Dian Sourelis called to order a meeting of the Planning Board at 5:30 PM at the Warrenton Town Hall. Attending were board members George Humphries, Stephen White, Kristie Steed, Carlos Verdaguer, Robert Davie, Commissioner Jason Young, and Tracy Stevenson. Chairperson Cynthia Jenkins joined the meeting via phone. A quorum was present.

Cynthia Jenkins made a motion to approve the April minutes with a second by Kristie Steed. The minutes were approved by unanimous vote.

Dian Sourelis asked if any ex-parte communication had taken place. There was none. Ms. Sourelis inquired of conflicts of interest with the applicant or applications. There was none. Ms. Sourelis then opened the public part of the meeting.

Special Use Permit – 305 Halifax Street

Property owners David and Evelyn Woodson were not in attendance. Ms. Sourelis reminded the board that this Special Use request had been tabled at our last meeting due to existing compliance issues with the property owners. She further stated that these have since been resolved but informed the board that the property owners have been operating the Air BNB at the location without the proper permit. George Humphries made a motion to recommend approval of the special use permit to the Town Board of Commissioners, with a second by Carlos Verdaguer. The motion was approved by unanimous vote.

Special Use Permit –139 S. Main Street

Applicant Milton Fuentes has requested a Special Use permit to serve alcohol at this location which is to operate as a Mexican restaurant. Mr. Fuentes was not in attendance. Surrounding property owner, Michael Layne questioned as to whether this would be a bar or a restaurant. Town Administrator, Robert Davie stated that the location would be a restaurant and further stated that Mr. Fuentes had included a copy of the lease with his application as he is not the property owner. Kristie Steed made a motion to recommend approval of the special use permit to the Town Board of Commissioners, with a second by George Humphries. The motion was approved by unanimous vote.

Special Use Permit – 201 S Main Street

Applicant Javon Fleming presented a request for a Special Use Permit to operate a car dealership at this location. Mr. Fleming stated that this would be a small dealership with two to three vehicles. Mr. Verdaguer questioned whether vehicle repairs would be offered at the location and Mr. Fleming stated they would not. Town Administrator, Robert Davie informed the board that there is no existing lease for Mr. Fleming as it is dependent on the approval of the Special Use Permit. George Humphries made a motion to recommend approval of the special use permit to the Town Board of Commissioners, with a second by Carlos Verdaguer. The motion was approved by unanimous vote.

With no further business, the meeting was adjourned.



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Robert F. Davie, Jr. – Town Administrator

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STATUS OF GRANTS

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

- To replace 44-year-old rotors and clean out oxidation ditch #1, which are currently the most critical issues at the WWTP. Awaiting approval from NCDEQ with revised commitments.

(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 phase rehab of two homes. Revised bids and scope determined. Renovation contracts before BOC this month.

(Fund 68) Building Reuse Grant

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

(Fund 71) Brownfield Grant

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

Golden Leaf Storm Water Grant

- Town awarded \$196,447.50 for stormwater repairs to Brehon Street.
- Survey of affected area is complete.
- Easements prepared by Town attorney have been completed.

Southeast Crescent Regional Commission

- The Town has been invited to submit a full application for the *State Economic and Infrastructure Development* (SEID) Grant Program. This grant is designed to “Foster Entrepreneurial and Business Development Activities”. Application budget will be \$100,000 of which \$20,000 is in-kind match provided by Research Triangle Foundation,

Kerr-Tar COG, Lake Gaston Chamber of Commerce and Town of Warrenton. Town has received preliminary notice of award. Expecting official notice of award.

NCLM Assistance Grant

- Town awarded an in-kind grant from the NC League of Municipalities to evaluate and recommend changes to Town's zoning ordinances. Funded by ARP, the League will engage the legal firm of Parker Poe to assist the Town in making changes at no cost to the Town. Scope of work to include:
 - Compliance of zoning code with any updated requirements from state
 - Review of sign ordinances
 - Review of Special Use permit process
 - Recommendations for driveway sizes

In Progress Grant Applications:

- Town-Wide Water System Improvements: \$1,564,600 (Received award notice.)
- PARTF Grant application submitted for park parcels along Church and N. Hall Sts.
- NCDEQ applications for Waste-Water and WWTP submitted for spring round of funding (award notification in Fall of 2024).

TOWN OF WARRENTON

2018 CDBG-NEIGHBORHOOD REVITALIZATION PROJECT

REHABILITATION CONTRACT

THIS CONTRACT, made and entered into this _____ day of June 2024 by and between Betty E. Rollison, hereinafter referred to as "Owner", and George Humphries Contracting, hereinafter referred to as "Contractor", and the Town of Warrenton, North Carolina, hereinafter referred to as "Town".

WITNESSETH THAT:

WHEREAS, the Town of Warrenton, North Carolina, is the recipient of a Community Development Block Grant from the North Carolina Department of Commerce, Division of Community Assistance for the purpose of providing rehabilitation assistance to address long-term housing needs of low and moderate-income citizens.

WHEREAS, the Contractor has inspected the property owned by the Owner located at 210 S. Bragg St., Warrenton, NC, further described as Unit #4, and does hereby agree to provide all materials, tools, machinery, and supervision necessary for the rehabilitation of said property for the total sum of Ninety-three thousand, two hundred and thirty Dollars (\$93,230.00) all in accordance with the Work Write-Up, attached hereto as Exhibit "A" and General Specifications for Rehabilitation for the Town of Warrenton, expressly incorporated herein by reference;

WHEREAS, the property is located within the Town of Warrenton at 210 S. Bragg St., Warrenton, NC, is owned by the person(s) herein above designated as Owner, and said Owner wishes to participate in the rehabilitation program which has been established.

IT IS THEREFORE MUTUALLY AGREED:

The Owner specifically agrees:

- A. That the Contractor shall have access to the property described above, during the time work is in progress;
- B. That the Contractor may have reasonable use of electricity and water supplies necessary for the completion of the work at no cost to the Contractor.
- C. To cooperate with the Contractor and be responsible for taking reasonable precautions to protect his or her personal property, such as furniture, during the course of work.
- D. That representatives of the Town, the Warren County Building Inspector, and the North Carolina Department of Commerce, Rural Economic Development Division, shall have the right to inspect the property during reasonable hours for the purpose of determining whether the rehabilitation is being accomplished.
- E. Not to discriminate upon the basis of race, color, religion, creed, national origin, sex, age, or handicap in the sale, lease, rental, use or occupancy of the real property rehabilitated as a result of this Contract.
- F. That all information given to the Town is true and correct to the best of his or her knowledge and belief.
- G. Owner will execute a Promissory Note for the amount of the rehabilitation cost and a Deed of Trust securing the same.
- H. In the case of investor-owned property, Owner shall execute a rent control agreement.

1

The Owner, with approval of the Rehabilitation Specialist, shall select the color of paint, shingles, paneling, or flooring to be used and will initial a sample provided by the Contractor as proof of selection. Colors which match the initialed sample will not be changed. The use of lead-based paint is strictly prohibited. Use of such paint is grounds for termination of this Contract.

2

It is agreed that the Owner and Town will issue a written "Notice to Proceed" to the Contractor within ten (10) calendar days from the date of execution of this Contract. It is

further agreed that the Contractor will, after receipt of such "Notice" begin the work to be performed under this Contract within ten (10) calendar days of the date of such "Notice". Upon commencement of work, Contractor hereby agrees to complete the same within sixty (60) calendar days, or by _____, 2024, time being of the essence.

3

The Contractor does hereby agree that he will perform the work diligently and in a good workmanship manner, using the materials specified or materials of at least equal quality, in compliance with local building codes.

4

The Contractor shall be responsible for obtaining all necessary permits for the work to be performed, and the work being done, or any part thereof, shall not be deemed complete until same has been accepted as satisfactory by the Owner and Town.

5

The Contractor hereby agrees not to assign or sublet this Contract or parts thereof without the written consent of the Owner and Town.

6

The Contractor shall keep the job premises clean and orderly during the course of the work, being ever mindful of the fact that the Owner continues to reside on the premises and shall remove debris from time to time as the work progresses and remove all remaining debris and any equipment at the completion of the work herein agreed to be done. Materials and equipment that have been removed and replaced as a part of the work herein contracted to be done shall belong to the Contractors.

7

The Contractor covenants and agrees to and does hereby indemnify and hold harmless and defend the Owner, the Town, the North Carolina Department of Commerce, Rural Economic Development Division, their agents, servants and employees from and against any and all claims for injuries or damages to persons or property of whatsoever kind of character, whether real or asserted, arising out of this Contract or the work to be

performed hereunder. The Contractor hereby assumes all liability and responsibility for injuries, claims or suits for damages to persons or property of whatsoever kind of character, whether real or asserted, occurring during the time the work is being performed and arising out of the performance of same. The Contractor has provided to the Town of Warrenton proof of minimum \$100,000 property damage and \$300,000 personal injury liability insurance and such proof is attached hereto as Exhibit "B."

8

The Contractor shall, upon completion of the work, and prior to the time of final payment, furnish a "Certification of Completion and Release of Liens" stating that all work is complete and all charges for materials and any other expenses incurred by the Contractor pertaining to the execution of this Contract have been paid or waived in full to the end that no liens of any kind or character (save and except those between the parties hereto) may be affixed against the above described property. Final payment on the Contract will be made only after final inspection and acceptance by the Owner and the Town of all work to be performed by the Contractor, and the Contractor satisfactorily releases liens or claims for liens by sub-contractor, laborers, and material suppliers.

9

Contractor hereby guarantees and warrants the improvements herein provided for, for a period of one (1) year from the date of the "Final Inspection Report," all work identified in this Contract. Should any defects appear within a one (1) year period, the same shall be corrected by Contractor within one (1) month of notification. It is further agreed that the Contractor will furnish Owner with all manufacturers' and suppliers' written guarantee, warranties, and/or instruction covering materials and equipment furnished under this Contract.

10

The Town will provide to the Owner a deferred, forgivable loan according to the Rehabilitation Grant Program Guidelines adopted by the Town of Warrenton Board of

Commissioners, from its Community Development funds for the purpose of rehabilitating the herein named property.

11

The Town, through its Project Administrators, will follow the construction from beginning to end to insure compliance with the Work Write-Up.

12

The Town shall make payment(s) to the Contractor. Progress payment(s) will be computed using percentage of total work complete to date minus 10% retainage. Prior to final payment, a final inspection will be conducted to ensure completion of all Work Write-Up items. Retainage will be released upon satisfactory completion of all work.

13

This instrument constitutes the entire Contract between the parties and no written or oral Contract of any kind exists to change the provisions hereof. No other work shall be done, nor additional monies paid, unless provided for in a written change order signed by the Owner, the Town, and the CDBG Project Administrators. Change orders are an amendment to the Contract and must be approved prior to work being initiated.

14

In the event of any breach of this Contract, the Owner and Town can engage the services of another Contractor to complete the work and deduct the cost of such completion from any amount due the Contractor hereunder.

15

If, through any cause, the Contractor shall fail to fulfill in a timely and proper manner his obligations under this Contract, the Town of Warrenton shall thereupon have the right to terminate this Contract by giving written notice to the Contractor of such termination and specifying the date of termination. If the Contract is terminated, the Contractor will be paid for work satisfactorily completed at the date of termination.

16

In the event there is any conflict between the provisions of this Contract and the provisions of Exhibit "A", the Work Write-Up, the provisions of this Contract shall in all cases prevail.

17

The Contractor does hereby agree to comply with applicable CDBG Contract Requirements. These Requirements are attached as Exhibit "C" and expressly incorporated herein by reference and made a part hereof.

IN WITNESS WHEREOF, the parties hereto have hereunto set their hands and seals including the adopting of the typed word and characters (SEAL) as their seal, the day and year first above written.

CONTRACTOR

OWNER

George Humphries Contracting

Betty E. Rollison

TOWN OF WARRENTON

Robert Davie, Town Administrator

EXHIBITS

- A. Work Write-Up
- B. Contractor's Evidence of Property Damage & Personal Liability Insurance
- C. CDBG Contract Provisions

This instrument has been pre-audited in the manner required by the Town Budget and Fiscal Control Act.

Finance Officer

Betty Rollison
Unit No. 4

EXHIBIT A
Town of Warrenton
2018 CDBG-NRP Project
Work Write-Up

210 S. Bragg St
Warrenton, NC
252-257-0426 (H)
252-257-1604 (W)

		WORK DESCRIPTION	COST
ITEM	Section 1	Exterior	
1a.			
1b.		Install 6-mil. Poly vapor barrier in crawl space	\$1560
1c.		Power wash exterior siding, including all window awnings	\$910
1d.		Repair or replace damaged or missing siding pieces	\$1560
1e.		Install 2 Storm doors- front (requires 2 doors- RH and LH swing and back doors	\$1235
1f.		Re-finish front door and replace all hardware	\$313
1g.		Replace exterior back door with 36-inch exterior steel door with all hardware, including deadbolt lock	\$1880
1h.		Repair as needed back door jam and casing to accommodate new exterior door	\$585
1i.		Replace glass side panes/panels on each side of rear door to match replacement door. Frame in and install siding where needed	\$3640
1j.		Remove and rebuild rear steps with two hand-rails using treated lumber	\$3250
1k.		Repair, scrape and paint front porch, including screened section, floor, steps, ceiling and railings. This is a Lead Based-Paint area. Please see LBP Assessment Report attached	\$7800
1l.		Power wash and paint front porch awning	\$585
1m.		Remove existing screening on front screen porch	\$350
1n.		Re-set existing front porch handrails and re-paint securely anchored onto porch and walkway	\$800
1o.		Remove existing metal roof and replace with 29 gauge metal roofing	\$9100
1p.		Install outdoor ceiling fan with light and remote on front porch	\$585

Betty Rollison
Unit No. 4

Town of Warrenton
2018 CDBG-NRP Project
Work Write-Up

210 S. Bragg St
Warrenton, NC
252-257-0426 (H)
252-257-1604 (W)

1q.		Repair and paint 4 windows on front of house, and install 2 storm windows	\$2676
1s.		REPLACE 12 wood windows(various sizes) on Right-side, left-side and rear of house with similarly sized vinyl windows and half-screen. Verify count and sizes	\$7800
		TOTAL	\$44,629
	Section 2	GENERAL AND SYSTEMS	
2a.		Install two (2) 3-ton 15 SEER heat pumps and replace (2) existing natural gas furnaces utilizing existing ductwork. New gas furnaces shall be rated 95% efficiency furnaces and connected as air handlers and auxiliary heat sources for heat pumps. (Note: Electrical may or may not qualify for the 2 systems & there are 2 Electrical Meters)	\$17,680
2b.		Insulate floor to R-19	\$8775
2c.		Remove two (2) electric water heaters under house and replace with one 40 gal. electric water heater. Connect plumbing between the removed water heaters with the new water heater	\$7680
2d.		Upgrade existing electrical wiring and bring to code.	\$1600
2e.		Exterminate for termites, roaches, etc. Owner shall be issued a certificate of warranty	\$1990
2f.		Remove 2 meters- 100 AMP and replace with 1 200 AMP service. Make existing panel boxes junction boxes. Add 1 200 AMP panel outside. Run homeruns to the new panel as needed, repair any sheetrock and vinyl siding damaged behind meters.	\$5,900
		TOTAL	\$43,361

Betty Rollison
Unit No. 4

Town of Warrenton
2018 CDBG-NRP Project
Work Write-Up

210 S. Bragg St
Warrenton, NC
252-257-0426 (H)
252-257-1604 (W)

	Section 3	Kitchen	
3a.		Patch and paint ceiling 2 coats	\$975
3b.		Install one electrical outlet beneath side-wall window	\$905
		TOTAL	\$1,880
	Section 4	BATHROOM	
4a.		Install water proof vinyl plan flooring in bathroom. Owner to select flooring.	\$585
		TOTAL	\$585
	Section 5	LIVING ROOM	
5a.		Patch and paint ceiling 2 coats	\$975
		TOTAL	\$975

Betty Rollison
Unit No. 4

Town of Warrenton
2018 CDBG-NRP Project
Work Write-Up

210 S. Bragg St
Warrenton, NC
252-257-0426 (H)
252-257-1604 (W)

		ROOM/AREA	AMOUNT
		Exterior	\$44,629
		General & Systems	\$43,361
		Kitchen	\$1,880
		Bathroom	\$585
		Living Room	\$975
		Lead Cleaning Prior to Clearance	\$1,600
		TOTAL	\$93,230

***NOTE: Contract must read unforeseen or additional work requested by owner and approved will be performed @ cost + 22%**



Exhibit B

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

05/17/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Ferguson Insurance Center LLC 1407 Stephanie Way, Unit A Chesapeake, VA 23320	CONTACT NAME: Stacie Fogarty PHONE (A/C, No. Ext): (757)201-3000 E-MAIL ADDRESS: s.roach@fergusonins.com FAX (A/C, No): (877)330-8733
INSURED George Humphries 139 Ridgecrest Dr Warrenton, NC 27589	INSURER(S) AFFORDING COVERAGE INSURER A: Clear Blue Specialty Insurance Co INSURER B: Appalachian Underwriters INSURER C: INSURER D: INSURER E: INSURER F:

COVERAGES

CERTIFICATE NUMBER: 00002664-142844

REVISION NUMBER: 15


THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			BGNC0027161801	02/03/2024	02/03/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y / N <input type="checkbox"/>	N / A	WC064022024	03/15/2024	03/15/2025	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER \$ 1,000,000 E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

CANCELLATION

Town of Warrenton	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE  (SKF)

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EXHIBIT C

CDBG Contract Provisions *(Rehabilitation over \$10,000)*

Conflict of Interest

No member, officer, or employee of the recipient, or its agents, no member of the governing body of the County, and no other public official of or other localities who exercises any functions or responsibilities with respect to the program during his or her tenure for one year thereafter, shall have any interest, direct or indirect, in this Agreement or subcontract, or the proceeds thereof, for work to be performed in connection with the program assisted under this Agreement. Immediate family members of said members, officers, employees, and officials are similarly barred from financial interest in this Agreement.

Legal Remedies

If at the end of the approved project period Contractor has failed to carry out the activities described in this Agreement, Contractor will pay to the County an amount as determined by the County, based on the level of accomplishment and original project goals. If failure to accomplish project activities is based on events beyond the control of County, this commitment may be partially waived by the County with prior approval by the Division of Community Assistance, NC Department of Commerce.

Termination

If, through any cause, the Contractor shall fail to fulfill in a timely and proper manner the obligations under this Agreement, the County shall thereupon have the right to terminate this Agreement by giving written notice to the Contractor of such termination and specifying the date of termination. If the Agreement is terminated, the Contractor will be paid for work satisfactorily completed at the date of termination.

Non-Discrimination

No person in the United States shall on the grounds of race, color, national origin or sex be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity funded in whole or part with HUD funds.

Age Discrimination

No qualified person shall on the basis of age be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under this project.

Handicapped Discrimination

No qualified handicapped person shall, on the basis of handicap, be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any activity in connection with this project.

Executive Order 11246

During the performance of this contract, the contractor agrees as follows:

The contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex or national origin. The contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, sex, or national origin. Such action shall include, but not be limited to the following: employment, upgrading, demotion, or transfer, recruitment or recruitment advertising, layoff or termination; rates of pay or other forms of compensation; and selection for training including apprenticeship. The contractor agrees to post in a

conspicuous place, available to employees and applicants for employment, notices to be provided by the contracting officer setting forth the provision in this nondiscrimination clause.

The contractor will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex or national origin.

The contractor will send to each labor union or representative of workers with which he has a collective bargaining agreement or any other contract of understanding, a notice, to be provided by the agency contracting officer, advising the labor union or worker's representative of the contractor's commitments under section 202 of Executive Order 11246 of September 24, 1965, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

The contractor will comply with all provisions of Executive Order 11246 of September 24, 1965, and of the rules, regulations, and relevant orders of the Secretary of Labor.

The contractor will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by the rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records and accounts by the contracting agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.

In the event of the contractor's noncompliance with the non-discrimination clauses of this contract or with any of such rules, regulations, or orders, this contract may be canceled, terminated or suspended in whole or in part and the contractor may be declared ineligible for further Government contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.

The contractor will include the provisions of paragraphs (1) through (7) in every subcontract or purchase order unless exempted by rules, regulations or orders of the Secretary of Labor issued pursuant to section 204 of Executive Order No. 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. This contractor will take such action with respect to any subcontractor or purchase order as the contracting agency may direct as a means of enforcing such provisions, including sanctions or noncompliance. Provided, however, that in the event the contract becomes involved in, or threatened with, litigation with a subcontractor or vendor as a result a result of such direction by the contracting agency, the contractor may request the United States to enter into such litigation to protect the interests of the United States.

Section 3

A. The work to be performed under this contract is subject to the requirements of section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u (Section 3). The purpose of Section 3 is to ensure that employment and other economic opportunities generated by HUD assistance or HUD-assisted projects covered by Section 3, shall, to the greatest extent feasible, be directed to low- and very low-income persons, particularly persons who are recipients of HUD assistance for housing.

B. The parties to this contract agree to comply with HUD's regulations in 24 CFR part 135, which implement Section 3. As evidenced by their execution of this

contract, the parties to this contract certify that they are under no contractual or other impediment that would prevent them from complying with the part 135 regulations.

C. The contractor agrees to send to each labor organization or representative or workers with which the contractor has a collective bargaining agreement or other understanding, if any, a notice advising the labor organization or workers' representative of the contractor's commitments under this Section 3 clause, and will post copies of the notice in conspicuous places at the work site where both employees and applicants for training and employment positions can see the notice. The notice shall describe the Section 3 preference, shall set forth minimum number and job titles subject to hire, availability of apprenticeship and training positions, the qualifications for each; and the name and location of the person(s) taking applications for each of the positions; and the anticipated date the work shall begin.

D. The contractor agrees to include this Section 3 clause in every subcontract subject to compliance with regulations in 24 CFR part 135, and agrees to take appropriate action, as provided in an applicable provision of the subcontract or in this Section 3 clause, upon a finding that the subcontractor is in violation of the regulations in 24 CFR part 135. The contractor will not subcontract with any subcontractor where the contractor has notice or knowledge that the subcontractor has been found in violation of the regulations in 24 CFR part 135.

E. The contractor will certify that any vacant employment positions, including training positions, that are filled (1) after the contractor is selected but before the contract is executed, and (2) with persons other than those to whom the regulations of 24 CFR part 135 require employment opportunities to be directed, were not filled to circumvent the contractor's obligations under 24 CFR part 135.

F. Noncompliance with HUD's regulations in 24 CFR part 135 may result in sanctions, termination of this contract for default, and debarment or suspension from future HUD assisted contracts.

G. With respect to work performed in connection with Section 3 covered Indian housing assistance, section 7(b) of the Indian Self-Determination and Education Assistance Act (25 U.S.C. 450e) also applies to the work to be performed under this contract. Section 7(b) requires that to the greatest extent feasible (i) preference and opportunities for training and employment shall be given to Indians, and (ii) preference in the award of contracts and subcontracts shall be given to Indian organizations and Indian-owned Economic Enterprises. Parties to this contract that are subject to the provisions of Section 3 to the maximum extent feasible, but not in derogation of compliance with section 7(b).

Copeland Act

All contracts and subcontracts for construction or repair shall include a provision for compliance with the Copeland "Anti-Kickback" Act (18 USC 874) as supplemented in Department of Labor Regulations (29 CFR, Part 3). This Act provides that each contractor or subgrantee shall be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he is otherwise entitled. The grantee shall report all suspected or reported violations to the grantor agency.

Lead-Based Paint

The Contractor is hereby specifically made aware of the DCA lead-based paint regulations, 4 NCAC 19L, Rule .1011, which are applicable to the construction or

rehabilitation of residential structures. To the extent that the subject matter of this contract involves residential structures, the Contractor will comply with the lead-based paint regulations.

Lobbying

No federally appropriated funds have been or will be paid by or on behalf of the undersigned to any persons for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the awarding of federal contracts, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan or cooperative agreement.

If any funds other than federally appropriated funds have been or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form LLL, "Disclosure Form to Report Lobbying" in accordance with its instructions.

TOWN OF WARRENTON

2018 CDBG-NEIGHBORHOOD REVITALIZATION PROJECT

REHABILITATION CONTRACT

THIS CONTRACT, made and entered into this _____ day of June 2024 by and between Patsy Boyd, hereinafter referred to as "Owner", and George Humphries Contracting, hereinafter referred to as "Contractor", and the Town of Warrenton, North Carolina, hereinafter referred to as "Town".

WITNESSETH THAT:

WHEREAS, the Town of Warrenton, North Carolina, is the recipient of a Community Development Block Grant from the North Carolina Department of Commerce, Division of Community Assistance for the purpose of providing rehabilitation assistance to address long-term housing needs of low and moderate-income citizens.

WHEREAS, the Contractor has inspected the property owned by the Owner located at 301 E. Bute St., Warrenton, NC, further described as Unit #8, and does hereby agree to provide all materials, tools, machinery, and supervision necessary for the rehabilitation of said property for the total sum of Eighty-nine thousand, One hundred, sixty-six dollars (\$89,166.00) all in accordance with the Work Write-Up, attached hereto as Exhibit "A" and General Specifications for Rehabilitation for the Town of Warrenton, expressly incorporated herein by reference;

WHEREAS, the property is located within the Town of Warrenton at 301 E. Bute St., Warrenton, NC, is owned by the person(s) herein above designated as Owner, and said Owner wishes to participate in the rehabilitation program which has been established.

IT IS THEREFORE MUTUALLY AGREED:

The Owner specifically agrees:

- A. That the Contractor shall have access to the property described above, during the time work is in progress;
- B. That the Contractor may have reasonable use of electricity and water supplies necessary for the completion of the work at no cost to the Contractor.
- C. To cooperate with the Contractor and be responsible for taking reasonable precautions to protect his or her personal property, such as furniture, during the course of work.
- D. That representatives of the Town, the Warren County Building Inspector, and the North Carolina Department of Commerce, Rural Economic Development Division, shall have the right to inspect the property during reasonable hours for the purpose of determining whether the rehabilitation is being accomplished.
- E. Not to discriminate upon the basis of race, color, religion, creed, national origin, sex, age, or handicap in the sale, lease, rental, use or occupancy of the real property rehabilitated as a result of this Contract.
- F. That all information given to the Town is true and correct to the best of his or her knowledge and belief.
- G. Owner will execute a Promissory Note for the amount of the rehabilitation cost and a Deed of Trust securing the same.
- H. In the case of investor-owned property, Owner shall execute a rent control agreement.

1

The Owner, with approval of the Rehabilitation Specialist, shall select the color of paint, shingles, paneling, or flooring to be used and will initial a sample provided by the Contractor as proof of selection. Colors which match the initialed sample will not be changed. The use of lead-based paint is strictly prohibited. Use of such paint is grounds for termination of this Contract.

2

It is agreed that the Owner and Town will issue a written "Notice to Proceed" to the Contractor within ten (10) calendar days from the date of execution of this Contract. It is

further agreed that the Contractor will, after receipt of such "Notice" begin the work to be performed under this Contract within ten (10) calendar days of the date of such "Notice". Upon commencement of work, Contractor hereby agrees to complete the same within sixty (60) calendar days, or by _____, 2024, time being of the essence.

3

The Contractor does hereby agree that he will perform the work diligently and in a good workmanship manner, using the materials specified or materials of at least equal quality, in compliance with local building codes.

4

The Contractor shall be responsible for obtaining all necessary permits for the work to be performed, and the work being done, or any part thereof, shall not be deemed complete until same has been accepted as satisfactory by the Owner and Town.

5

The Contractor hereby agrees not to assign or sublet this Contract or parts thereof without the written consent of the Owner and Town.

6

The Contractor shall keep the job premises clean and orderly during the course of the work, being ever mindful of the fact that the Owner continues to reside on the premises and shall remove debris from time to time as the work progresses and remove all remaining debris and any equipment at the completion of the work herein agreed to be done. Materials and equipment that have been removed and replaced as a part of the work herein contracted to be done shall belong to the Contractors.

7

The Contractor covenants and agrees to and does hereby indemnify and hold harmless and defend the Owner, the Town, the North Carolina Department of Commerce, Rural Economic Development Division, their agents, servants and employees from and against any and all claims for injuries or damages to persons or property of whatsoever kind of character, whether real or asserted, arising out of this Contract or the work to be

performed hereunder. The Contractor hereby assumes all liability and responsibility for injuries, claims or suits for damages to persons or property of whatsoever kind of character, whether real or asserted, occurring during the time the work is being performed and arising out of the performance of same. The Contractor has provided to the Town of Warrenton proof of minimum \$100,000 property damage and \$300,000 personal injury liability insurance and such proof is attached hereto as Exhibit "B."

8

The Contractor shall, upon completion of the work, and prior to the time of final payment, furnish a "Certification of Completion and Release of Liens" stating that all work is complete and all charges for materials and any other expenses incurred by the Contractor pertaining to the execution of this Contract have been paid or waived in full to the end that no liens of any kind or character (save and except those between the parties hereto) may be affixed against the above described property. Final payment on the Contract will be made only after final inspection and acceptance by the Owner and the Town of all work to be performed by the Contractor, and the Contractor satisfactorily releases liens or claims for liens by sub-contractor, laborers, and material suppliers.

9

Contractor hereby guarantees and warrants the improvements herein provided for, for a period of one (1) year from the date of the "Final Inspection Report," all work identified in this Contract. Should any defects appear within a one (1) year period, the same shall be corrected by Contractor within one (1) month of notification. It is further agreed that the Contractor will furnish Owner with all manufacturers' and suppliers' written guarantee, warranties, and/or instruction covering materials and equipment furnished under this Contract.

10

The Town will provide to the Owner a deferred, forgivable loan according to the Rehabilitation Grant Program Guidelines adopted by the Town of Warrenton Board of

Commissioners, from its Community Development funds for the purpose of rehabilitating the herein named property.

11

The Town, through its Project Administrators, will follow the construction from beginning to end to ensure compliance with the Work Write-Up.

12

The Town shall make payment(s) to the Contractor. Progress payment(s) will be computed using percentage of total work complete to date minus 10% retainage. Prior to final payment, a final inspection will be conducted to ensure completion of all Work Write-Up items. Retainage will be released upon satisfactory completion of all work.

13

This instrument constitutes the entire Contract between the parties and no written or oral Contract of any kind exists to change the provisions hereof. No other work shall be done, nor additional monies paid, unless provided for in a written change order signed by the Owner, the Town, and the CDBG Project Administrators. Change orders are an amendment to the Contract and must be approved prior to work being initiated.

14

In the event of any breach of this Contract, the Owner and Town can engage the services of another Contractor to complete the work and deduct the cost of such completion from any amount due the Contractor hereunder.

15

If, through any cause, the Contractor shall fail to fulfill in a timely and proper manner his obligations under this Contract, the Town of Warrenton shall thereupon have the right to terminate this Contract by giving written notice to the Contractor of such termination and specifying the date of termination. If the Contract is terminated, the Contractor will be paid for work satisfactorily completed at the date of termination.

16

In the event there is any conflict between the provisions of this Contract and the provisions of Exhibit "A", the Work Write-Up, the provisions of this Contract shall in all cases prevail.

17

The Contractor does hereby agree to comply with applicable CDBG Contract Requirements. These Requirements are attached as Exhibit "C" and expressly incorporated herein by reference and made a part hereof.

IN WITNESS WHEREOF, the parties hereto have hereunto set their hands and seals including the adopting of the typed word and characters (SEAL) as their seal, the day and year first above written.

CONTRACTOR

OWNER

George Humphries Contracting

Patsy Boyd

TOWN OF WARRENTON

Robert Davie, Town Administrator

EXHIBITS

- A. Work Write-Up
- B. Contractor's Evidence of Property Damage & Personal Liability Insurance
- C. CDBG Contract Provisions

This instrument has been pre-audited in the manner required by the Town Budget and Fiscal Control Act.

Finance Officer

Patsy Boyd
Unit No. 8

Exhibit A
Town of Warrenton
2018 CDBG-NRP Project
Work Write-Up

301 E. Bute St.
Warrenton, NC
252-204-4846

		WORK DESCRIPTION	COST
ITEM	Section 1	Exterior	
1a.		Install 2 louvered foundation vents spaced equally & 2 wells to the right of the home	\$640
1b.		Install 6-mil. Poly vapor barrier in crawl space	\$1200
1c.		Install support piers under living room and kitchen to eliminate floor sagging and vibration	\$4200
1d.		Strip off old roof. Replace with 25-year warranty (minimum) architectural shingles. Replace/repair deteriorated underlayment, as needed. Install new sheathing. Install ridge vent system.	\$7800
1e.		Grind & Patch & Pressure Wash Existing Concrete Walkway	\$1600
1f.		Demolish chimney to below roof line	\$850
1g.		Remove existing TV antenna	\$98
1j.		Power wash exterior siding	\$390
1k.		Repair or replace damaged or missing vinyl siding pieces	\$800
1l.		Replace screen on Kitchen window	\$98
1n.		Install 2 storm doors- front and back doors	\$1050
1o.		Adjust and oil front and back doors. Prime and paint. Owner selects color.	\$576
1p.		Clean and paint the front porch and steps. Owner selects color	\$1000
1q.		Remove existing front porch handrails and build front porch handrails with treated wood	\$600
1r.		Install light on front porch	\$125
1s.		Provide on-site storage container for home-owner	\$1105

		TOTAL	\$22,132
	Section 2	GENERAL AND SYSTEMS	
2a.		Insulate attic to the maximum feasible up to R-31	\$2340
2b.		Insulate floor to R-19	\$2340
2c.		Remove and replace 40-gallon low-boy electric water heater in kitchen wired in flexible conduit. Pipe pressure relief-valve to the exterior.	\$1560
2d.		Check and repair/replace electrical outlets	\$1536
2e.		Install approx. 450 Sq. ft. LVP flooring with matching shoe mold and thresholds, in kitchen, living room and bathroom. Install approx. 390 Sq. Ft of carpet in Bedrooms.	\$4,544
2f.		Install appropriately sized (15 SEER) heat pump with ductwork and thermostat- *Note: Need to qualify Electrical Capacity	\$10,400
2g.		Exterminate for termites, roaches, etc. Owner shall be issued a certificate of warranty	\$1950
2h.		Insulate waterlines	\$975
2i.		Install 3 smoke detectors with 10-year batteries	\$488
2j.		New Baseboard throughout	\$1138
2k.		Misc. Interior trim	\$975
2l.		Due to inefficiencies in servicing the specified HVAC system, we plan to install a main breaker box under the exterior meter, and convert it to a junction box. Repairs to drywall/siding/roof as needed. 1 100-200 AMP changeout	\$5,200
		TOTAL	\$33,446

	Section 3	KITCHEN (13' X 13')	
3a.		Repair ceiling and paint 2 coats	\$1610
3b.		Repair walls and paint 2 coats	\$1610
3c.		Tear out damaged flooring under water heater. Level and install 3 / 4" subflooring and 1 / 4" underlayment	\$1300
3d.		Restore and refinish existing base cabinets with hardware-white	\$3584
3e.		Refinish wall cabinets with hardware-white	\$1,800
3f.		Install GFI outlet	\$585
3g.		Install vented rangehood	\$293
3h.		Replace faucet and sprayer	\$512
3i.		Install 30" electric or gas range	\$1088
3j.		Install and 18 cub. Ft. Refrigerator	\$944
		TOTAL	\$13,326
	Section 4	BATHROOM (7X7)	
4a.		Remove closet door and wall in bathroom and finish	\$650
4b.		Patch and paint ceiling 2 coats	\$520
4c.		Patch and paint walls 2 coats	\$520
4d.		Install commode complete with necessary plumbing	\$1152
4e.		Remove existing bathtub. Install a 3x4 fiberglass walk-in shower with seat and handicap bars complete with glass door, shower head, faucet and all plumbing and sewer connections	\$4940
4f.		Install basin with vanity, complete with faucet and all necessary plumbing	\$845

4g.		Install a medicine cabinet	\$293
4h.		Install GFI outlet	\$789
4i.		Install bathroom exhaust fan with light and heater	\$1170
		TOTAL	\$10,879
	Section 5	LIVING ROOM (15' X 13')	
5a.		Patch and paint ceiling 2 coats	\$650
5b.		Patch and paint walls 2 coats	\$650
		TOTAL	\$1,300
	Section 6	BEDROOM #1 - LEFT FRONT (15' X 13')	
6a.		Remove and dispose of old kerosene heater- Seal Flue vent hole	\$358
6b.		Patch and paint ceiling 2 coats	\$520
6c.		Patch and paint walls 2 coats	\$520
6d.		Refurbish, prime and paint interior door to living room with hardware	\$375
6e.		Refurbish, prime and paint door to closet with hardware	\$375
6f.		Install light fixture	\$125
		TOTAL	\$2,273
	Section 7	Bedroom #2- LEFT REAR (13' X 13')	
7a.		Patch and paint ceiling 2 coats	\$520
7b.		Patch and paint walls 2 coats	\$520
7c.		Refurbish, prime and paint door to closet complete	\$375
7d.		Refurbish two (2) interior doors, prime and paint	\$715

Patsy Boyd
Unit No. 8

Town of Warrenton
2018 CDBG-NRP Project
Work Write-Up

301 E. Bute St.
Warrenton, NC
252-204-4846

		TOTAL	\$2,130
	Section 8	BACK PORCH (8' X 7')	
8a.		Replace Windows	\$1900
8b.		Repair, prime and paint ceiling	\$512
8c.		Install light fixture with switch	\$845
		TOTAL	\$3,257
		GRAND TOTALS	
		ROOM/AREA	AMOUNT
		Exterior	\$22,132
		General & Systems	\$33,446
		Kitchen	\$13,326
		Bathroom	\$10,879
		Living Room	\$1,300
		Bedroom #1	\$2,273
		Bedroom #2	\$2,080
		Back Porch	\$2,130
		Lead Clean of Home	\$1,600
		Total	\$89,166



Exhibit B

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

05/17/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Ferguson Insurance Center LLC 1407 Stephanie Way, Unit A Chesapeake, VA 23320	CONTACT NAME: Stacie Fogarty PHONE (A/C, No. Ext): (757)201-3000 E-MAIL ADDRESS: s.roach@fergusonins.com FAX (A/C, No): (877)330-8733
INSURED George Humphries 139 Ridgecrest Dr Warrenton, NC 27589	INSURER(S) AFFORDING COVERAGE INSURER A: Clear Blue Specialty Insurance Co INSURER B: Appalachian Underwriters INSURER C: INSURER D: INSURER E: INSURER F:

COVERAGES

CERTIFICATE NUMBER: 00002664-142844

REVISION NUMBER: 15


THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			BGNC0027161801	02/03/2024	02/03/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y / N <input type="checkbox"/>	N / A	WC064022024	03/15/2024	03/15/2025	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER \$ 1,000,000 E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

CANCELLATION

Town of Warrenton	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE  (SKF)

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EXHIBIT C

CDBG Contract Provisions

(Rehabilitation over \$10,000)

Conflict of Interest

No member, officer, or employee of the recipient, or its agents, no member of the governing body of the County, and no other public official of or other localities who exercises any functions or responsibilities with respect to the program during his or her tenure for one year thereafter, shall have any interest, direct or indirect, in this Agreement or subcontract, or the proceeds thereof, for work to be performed in connection with the program assisted under this Agreement. Immediate family members of said members, officers, employees, and officials are similarly barred from financial interest in this Agreement.

Legal Remedies

If at the end of the approved project period Contractor has failed to carry out the activities described in this Agreement, Contractor will pay to the County an amount as determined by the County, based on the level of accomplishment and original project goals. If failure to accomplish project activities is based on events beyond the control of County, this commitment may be partially waived by the County with prior approval by the Division of Community Assistance, NC Department of Commerce.

Termination

If, through any cause, the Contractor shall fail to fulfill in a timely and proper manner the obligations under this Agreement, the County shall thereupon have the right to terminate this Agreement by giving written notice to the Contractor of such termination and specifying the date of termination. If the Agreement is terminated, the Contractor will be paid for work satisfactorily completed at the date of termination.

Non-Discrimination

No person in the United States shall on the grounds of race, color, national origin or sex be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity funded in whole or part with HUD funds.

Age Discrimination

No qualified person shall on the basis of age be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under this project.

Handicapped Discrimination

No qualified handicapped person shall, on the basis of handicap, be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any activity in connection with this project.

Executive Order 11246

During the performance of this contract, the contractor agrees as follows:

The contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex or national origin. The contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, sex, or national origin. Such action shall include, but not be limited to the following: employment, upgrading, demotion, or transfer, recruitment or recruitment advertising, layoff or termination; rates of pay or other forms of compensation; and selection for training including apprenticeship. The contractor agrees to post in a

conspicuous place, available to employees and applicants for employment, notices to be provided by the contracting officer setting forth the provision in this nondiscrimination clause.

The contractor will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex or national origin.

The contractor will send to each labor union or representative of workers with which he has a collective bargaining agreement or any other contract of understanding, a notice, to be provided by the agency contracting officer, advising the labor union or worker's representative of the contractor's commitments under section 202 of Executive Order 11246 of September 24, 1965, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

The contractor will comply with all provisions of Executive Order 11246 of September 24, 1965, and of the rules, regulations, and relevant orders of the Secretary of Labor.

The contractor will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by the rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records and accounts by the contracting agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.

In the event of the contractor's noncompliance with the non-discrimination clauses of this contract or with any of such rules, regulations, or orders, this contract may be canceled, terminated or suspended in whole or in part and the contractor may be declared ineligible for further Government contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.

The contractor will include the provisions of paragraphs (1) through (7) in every subcontract or purchase order unless exempted by rules, regulations or orders of the Secretary of Labor issued pursuant to section 204 of Executive Order No. 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. This contractor will take such action with respect to any subcontractor or purchase order as the contracting agency may direct as a means of enforcing such provisions, including sanctions or noncompliance. Provided, however, that in the event the contract becomes involved in, or threatened with, litigation with a subcontractor or vendor as a result a result of such direction by the contracting agency, the contractor may request the United States to enter into such litigation to protect the interests of the United States.

Section 3

A. The work to be performed under this contract is subject to the requirements of section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u (Section 3). The purpose of Section 3 is to ensure that employment and other economic opportunities generated by HUD assistance or HUD-assisted projects covered by Section 3, shall, to the greatest extent feasible, be directed to low- and very low-income persons, particularly persons who are recipients of HUD assistance for housing.

B. The parties to this contract agree to comply with HUD's regulations in 24 CFR part 135, which implement Section 3. As evidenced by their execution of this

contract, the parties to this contract certify that they are under no contractual or other impediment that would prevent them from complying with the part 135 regulations.

C. The contractor agrees to send to each labor organization or representative or workers with which the contractor has a collective bargaining agreement or other understanding, if any, a notice advising the labor organization or workers' representative of the contractor's commitments under this Section 3 clause, and will post copies of the notice in conspicuous places at the work site where both employees and applicants for training and employment positions can see the notice. The notice shall describe the Section 3 preference, shall set forth minimum number and job titles subject to hire, availability of apprenticeship and training positions, the qualifications for each; and the name and location of the person(s) taking applications for each of the positions; and the anticipated date the work shall begin.

D. The contractor agrees to include this Section 3 clause in every subcontract subject to compliance with regulations in 24 CFR part 135, and agrees to take appropriate action, as provided in an applicable provision of the subcontract or in this Section 3 clause, upon a finding that the subcontractor is in violation of the regulations in 24 CFR part 135. The contractor will not subcontract with any subcontractor where the contractor has notice or knowledge that the subcontractor has been found in violation of the regulations in 24 CFR part 135.

E. The contractor will certify that any vacant employment positions, including training positions, that are filled (1) after the contractor is selected but before the contract is executed, and (2) with persons other than those to whom the regulations of 24 CFR part 135 require employment opportunities to be directed, were not filled to circumvent the contractor's obligations under 24 CFR part 135.

F. Noncompliance with HUD's regulations in 24 CFR part 135 may result in sanctions, termination of this contract for default, and debarment or suspension from future HUD assisted contracts.

G. With respect to work performed in connection with Section 3 covered Indian housing assistance, section 7(b) of the Indian Self-Determination and Education Assistance Act (25 U.S.C. 450e) also applies to the work to be performed under this contract. Section 7(b) requires that to the greatest extent feasible (i) preference and opportunities for training and employment shall be given to Indians, and (ii) preference in the award of contracts and subcontracts shall be given to Indian organizations and Indian-owned Economic Enterprises. Parties to this contract that are subject to the provisions of Section 3 to the maximum extent feasible, but not in derogation of compliance with section 7(b).

Copeland Act

All contracts and subcontracts for construction or repair shall include a provision for compliance with the Copeland "Anti-Kickback" Act (18 USC 874) as supplemented in Department of Labor Regulations (29 CFR, Part 3). This Act provides that each contractor or subgrantee shall be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he is otherwise entitled. The grantee shall report all suspected or reported violations to the grantor agency.

Lead-Based Paint

The Contractor is hereby specifically made aware of the DCA lead-based paint regulations, 4 NCAC 19L, Rule .1011, which are applicable to the construction or

rehabilitation of residential structures. To the extent that the subject matter of this contract involves residential structures, the Contractor will comply with the lead-based paint regulations.

Lobbying

No federally appropriated funds have been or will be paid by or on behalf of the undersigned to any persons for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the awarding of federal contracts, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan or cooperative agreement.

If any funds other than federally appropriated funds have been or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form LLL, "Disclosure Form to Report Lobbying" in accordance with its instructions.



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

Town Hall Generator Support Contract

The contract will be effective immediately for the generator at Town Hall. An existing agreement with National Power will be terminated with 30-day notice. The Town is at the end of a 5-year agreement in August with National Power.

- Over the last 3 years National Power invoices/costs to the Town have totaled \$7,590.
- Over the coming three years the 3-year contract with Gregory Poole will be \$10,274, that this agreement includes major maintenance.
- Major maintenance is due on the generator at its 5-year point. We were unable to get a price from National Power for maintenance costs to compare with Gregory Poole. Though the 5-year renewal with National Power would be at the current rate, excluding maintenance, staff preference is to switch to Gregory Poole. National Power has poor service, which resulted in repeated service calls at the Town's expense. National Power even attempted to overcharge the Town for service calls.

The additional \$900 per year over the next three years has been budgeted in the upcoming 2024-25 FY Budget.

The Public Works support contract was entered into with Gregory Poole in February 2024, covering four generators in the Public Works area. And this agreement for Town Hall's generator will bring all maintenance under Gregory Poole.



Gregory Poole Equipment Company
CVA - CUSTOMER VALUE AGREEMENT (MAINTENANCE SERVICES PROGRAM)

3201 Integrity Drive • Garner, NC. 27529 • Phone 800-447-3144 • Direct 919-755-7088 • Fax 919-755-7039 • www.GregoryPoole.com

Quotation No: PME-L453209662 CW

C002449
Town Of Warrenton
P O Box 281
Warrenton, NC. 27589

Contract Date: **January 29, 2024**
Contract Rep: **Willie Reaves**
Phone No: **(919)-755-7098**

Email: willie.reaves@gregpoole.com



Maintenance Agreement Start Date: _____ Coverage Years: 3

Site/Job Specific Requirements (Check all that apply)

- ☐ Site Considerations / Safety Training
☐ Fluid Handling Requirements / MSDS
☐ Terms and Conditions (Required)
☐ Third Party Invoicing

Scheduling Preference:

- ☒ Regular Time ☐ Over Time ☐ Premium Time
Weekday Hours Evenings & Saturdays Sundays & Holidays

Total Estimate (Year Price) \$2,168.93

Excludes Estimated Taxes

Total Estimate (Multi Year Price)Purchase Order total must reflect Multi Year Price to lock in quoted totals for duration of contract..... \$10,274.82

Excludes Estimated Taxes

Agreement Notes:

Effective with the date of this agreement, Gregory Poole Power Systems is authorized to perform Scheduled Programmed Maintenance as outlined in the applicable PM checklists. This agreement covers parts, labor, and fluids to provide maintenance services at various interval levels (PM level I and PM level II inspection). These services are provided for a charge as listed above per unit / equipment from Gregory Poole Power Systems Maintenance Services Pricing Schedule. All travel charges are included in the PM pricing. If repairs or adjustments are necessary, Gregory Poole Power Systems will advise and secure customer's permission before proceeding with repairs. If a customer requests an estimate before repairs are made, prices will be provided. Travel time and mileage will be charged if additional trips are necessary. Charges for labor and parts for additional services will be billed at rates in effect at the time of repair.

In accepting this agreement, the customer agrees to allow Gregory Poole Power Systems personnel reasonable access to the equipment to perform the services during normal working hours. If the equipment is not released for service as previously scheduled, the trip will be charged at prevailing rates. Site safety considerations or training need to be indicated before pricing contract, or they will be billed separately. The customer can request prices to have work performed at overtime or double time rates up front in the pricing of the contract.

This agreement becomes effective upon execution by both parties and will continue in effect for the number of coverage years listed above. PO, if required, must reflect.

Oil surcharge may be added to the total flat rate amount, if prevailing rates increase greater than 15%.

Delays in performance by Gregory Poole Power Systems or its suppliers shall be excused if by natural catastrophes, strikes, or other causes beyond the control of Gregory Poole Power Systems or its suppliers. It is the ultimate responsibility of the customer to ensure that Scheduled Programmed Maintenance is performed in a timely manner by providing sufficient lead time for scheduling services at proper PM intervals. In no event shall Gregory Poole Power Systems be liable for loss of use or other consequential damages. We agree to pay Gregory Poole Power Systems for the services rendered pursuant to this agreement by cash or upon terms and conditions of our open account. Agreement may be terminated by either party upon giving sixty (60) days prior written notification at the address shown Above.

Terms and Conditions:

- Pricing for the above estimate is valid for sixty days
- Price is based on customer providing ready access to equipment for continuous, uninterrupted work. Any unusual delays not caused by Gregory Poole will be billed at the applicable Regular or Overtime Rates
- Customer provides written notification of any site-specific safety practices prior to start of work that need to be included in this estimate for additional time for site entry or application related concerns (such as security). In the absence of site- Specific safety practices, Gregory Poole will follow the safety procedures in the Gregory Poole Safety Policy and Procedure Manual
- Proposal must be approved, signed with Purchase Order (if required by your company), and returned to the location listed at the top of this quote before maintenance can be scheduled.
- Materials and supplies pricing are subject to change based on or conditions outside of our control

This agreement becomes effective upon execution by both parties and will continue in effect for the number of coverage years listed above. At the end of the coverage years this agreement will automatically renew, providing you with uninterrupted service. Upon reenrollment, the per visit price will be readjusted to the current per visit list price and guaranteed for the same number of coverage years as listed above. This renewal process will continue as stated until terminated by either party upon giving Sixty (60) days prior written notification at the address shown above.

Initial here if you are agreeing to the automatic renewal of the equipment listed on this agreement at the end of the coverage years listed above.

AUTHORIZED SIGNATURE PO NUMBER BY GREGORY POOLE EQUIPMENT COMPANY

/ Date: _____

Gregory Poole Power Systems		CVA - MAINTENANCE SERVICES PROGRAM																	CAT	
Services	Equip Type	Make	Model	Serial No.	Unit ID#	Owner Customer Account No.	Site Location	Service Description	Service Qty Per Year	Excludes Estimated Taxes			Additional Service Description	Service Qty Per Year	Excludes Estimated Taxes			Total PM Annual Pricing		
										Tax	Service Cost Each	Extended Price			Tax	Service Cost Each	Extended Price			
	01	GEN	GENERAC	SG200	3004299662	Town Hall Gen	C002449	Town Hall	Year 1 PM1 With Samples	1		\$290.02	\$290.02	Year 1 PM2 With Oil Change	1		\$1,065.36	\$1,355.38		
	02	GEN	GENERAC	SG200	3004299662	Town Hall Gen	C002449	Town Hall	Year 2 PM1 With Samples	1		\$304.52	\$304.52	Year 2 PM3 With Oil Change and Batteries	1		\$4,555.90	\$4,860.42		
	03	GEN	GENERAC	SG200	3004299662	Town Hall Gen	C002449	Town Hall	Year 3 PM1 With Samples	1		\$319.75	\$319.75	Year 3 PM2 With Oil Change	1		\$1,174.56	\$1,494.31		
	04	ATS	EATON	ATV3MDC30600WRU	J190129071	Town Hall ATS	C002449	Town Hall	Year 1 ATS Level 2 Service	1		\$813.55	\$813.55					\$813.55		
	05	ATS	EATON	ATV3MDC30600WRU	J190129071	Town Hall ATS	C002449	Town Hall	Year 2 ATS Level 2 Service	1		\$854.23	\$854.23					\$854.23		
	06	ATS	EATON	ATV3MDC30600WRU	J190129071	Town Hall ATS	C002449	Town Hall	Year 3 ATS Level 2 Service	1		\$896.94	\$896.94					\$896.94		
	07																			
	08																			
	09																			
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	27																			

Note: The above quoted services are your basic Programmed Maintenance Services provided by Gregory Poole Power Systems. Please note that the Operation and Maintenance Manual (OMM) requires that additional services be performed on your equipment during scheduled maintenance periods.

Total Estimate (Per Year) **\$10,274.82**
Excludes Estimated Taxes

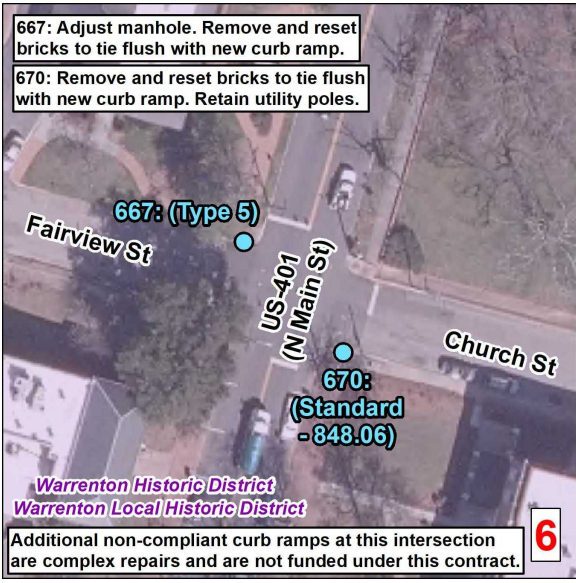
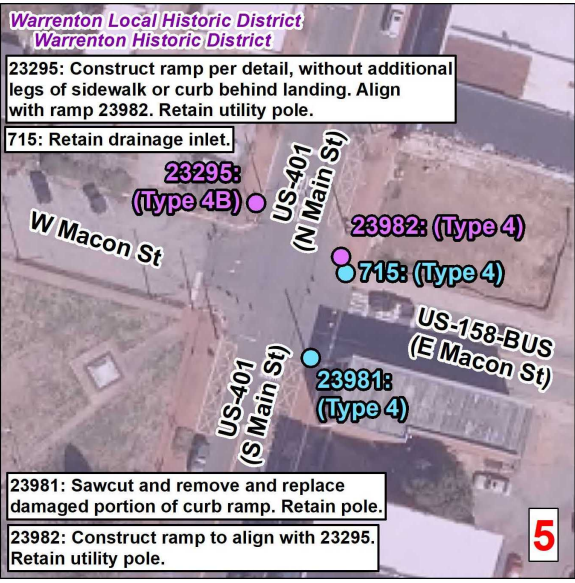
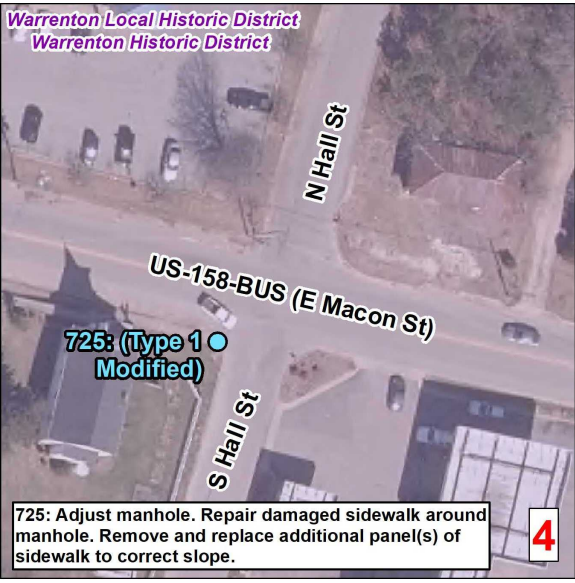
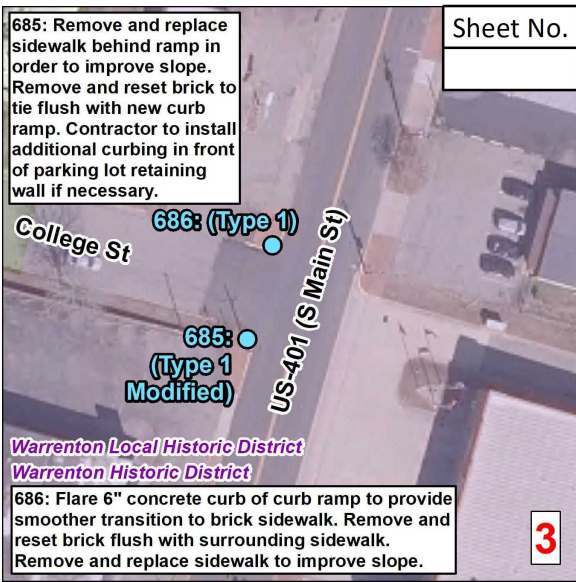
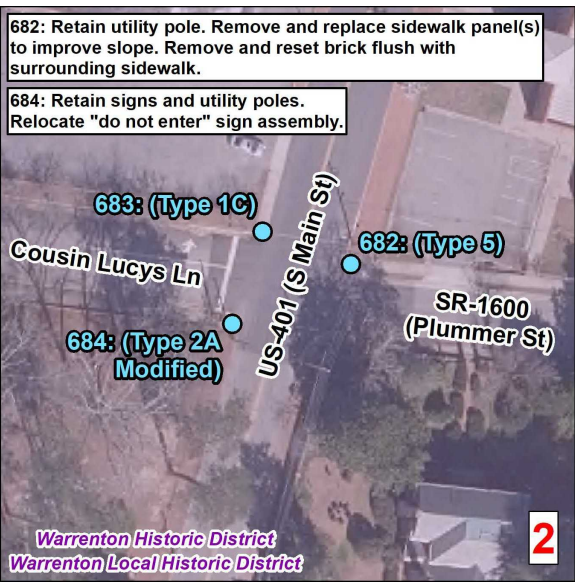
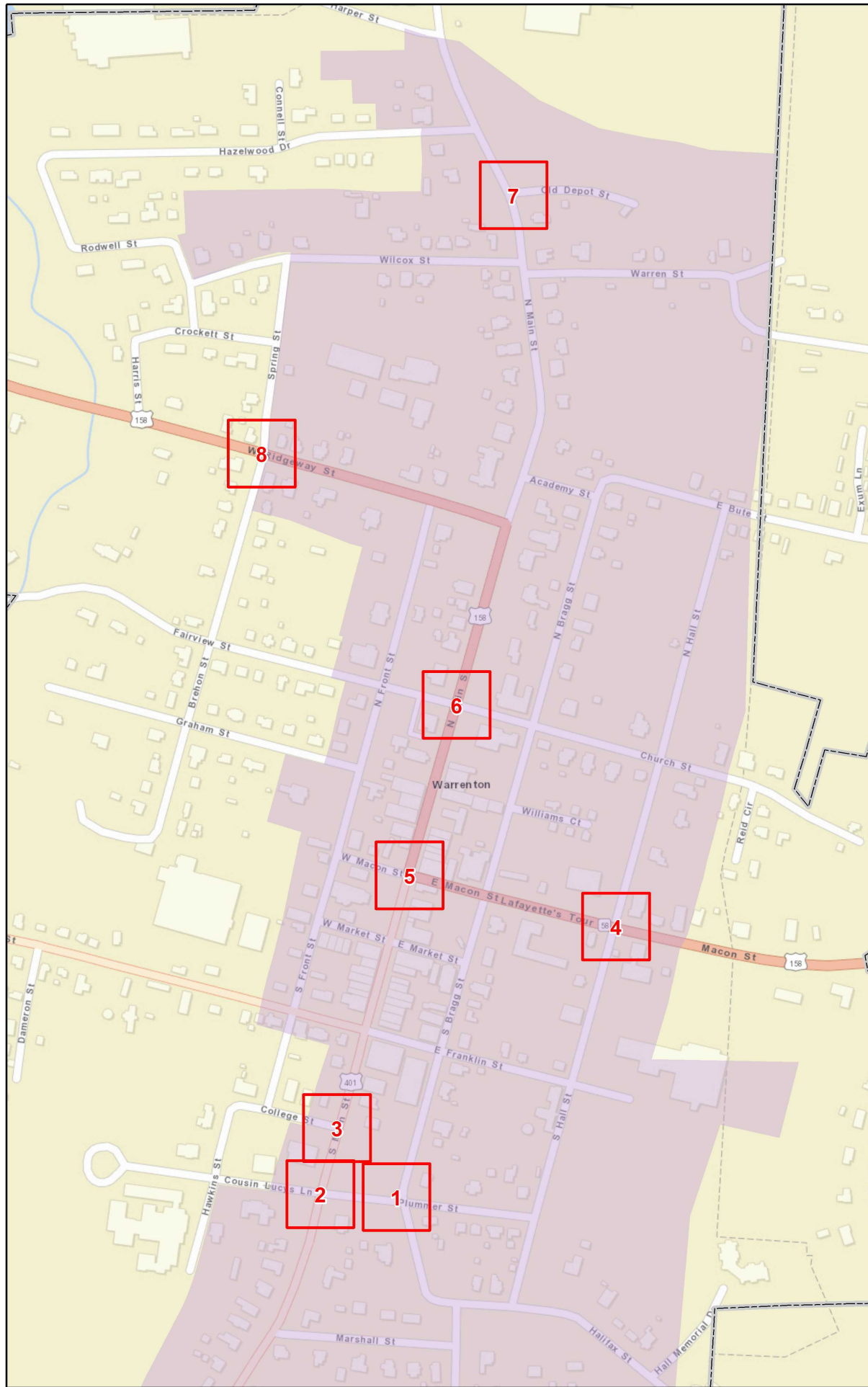
ADA SUMMARY OF QUANTITIES - WARRENTON

Municipality:	Warrenton
Project Number:	BO-2405A
WBS Number:	50934.1.2
County:	Warren

Sheet No.

Ramp ID	Inset Map Number	Route 1	Route 2	2549000000-E (LF) 2'-6" Concrete Curb & Gutter	2752000000-E (LF) Remove and Replace Curb & Gutter	2535000000-E (LF) 8" X 12" Concrete Curb	2738000000-E (SY) Remove and Replace Sidewalk	2830000000-N (EA) Adjustment of Manholes	2845000000-N (EA) Adjustment of Meter Boxes or Valve Boxes	2759000000-N (EA) Retrofit Curb Ramp Detectable Warnings	2612500000-N (EA) Remove and Replace Concrete Curb Ramps	2605000000-N (EA) Concrete Curb Ramps	Improvement Type
672	1	SR-1600 (Plummer St)	S Bragg St				3				1		Type 2A Modified - 848.06
682	2	US-401 (S Main St)	SR-1600 (Plummer St)				12				1		Type 5 - 848.06
684	2	US-401 (S Main St)	Cousin Lucys Ln				3				1		Type 2A Modified - 848.06
683	2	US-401 (S Main St)	Cousin Lucys Ln								1		Type 1C - 848.06
686	3	US-401 (S Main St)	College St				15				1		Type 1 - 848.06
685	3	US-401 (S Main St)	College St	7	22	20	15				1		Type 1 Modified - 848.06
725	4	US-158-BUS (E Macon St)	S Hall St				9	1			1		Type 1 Modified - 848.06
23981	5	US-401 (S Main St)	US-158-BUS (E Macon St)		2						1		Type 4 - 848D0610
715	5	US-401 (N Main St)	US-158-BUS (E Macon St)								1		Type 4 - 848D0610
23982	5	US-401 (N Main St)	US-158-BUS (E Macon St)									1	Type 4 - 848D0610
23295	5	US-401 (S Main St)	W Macon St									1	Type 4B - 848D0610
667	6	US-401 (N Main St)	Fairview St					1			1		Type 5 - 848.06
670	6	US-401 (N Main St)	Church St								1		Standard - 848.06
662	7	SR-1305 (N Main St)	Old Depot St	3			3				1		Type 1 Modified - 848.06
649	8	US-401 (W Ridgeway St)	Spring St				3				1		Type 1 Modified - 848.06
Sub-Total for Warrenton				10	24	20	63	2	0	0	13	2	

Note: ADA quantity totals are provided on the project 'ADA SUMMARY OF QUANTITIES - TOTALS' page.



Curb Ramps To Be Repaired

- Retrofit
- Remove and Replace
- New Curb Ramp
- Remove Ramp

Municipal Boundary

Census Urban Areas (>5,000 Pop)

NCHPO Historic Boundary (NR and LHD)

Curb Ramps in Areas <5,000 Population

Municipality: Warrenton

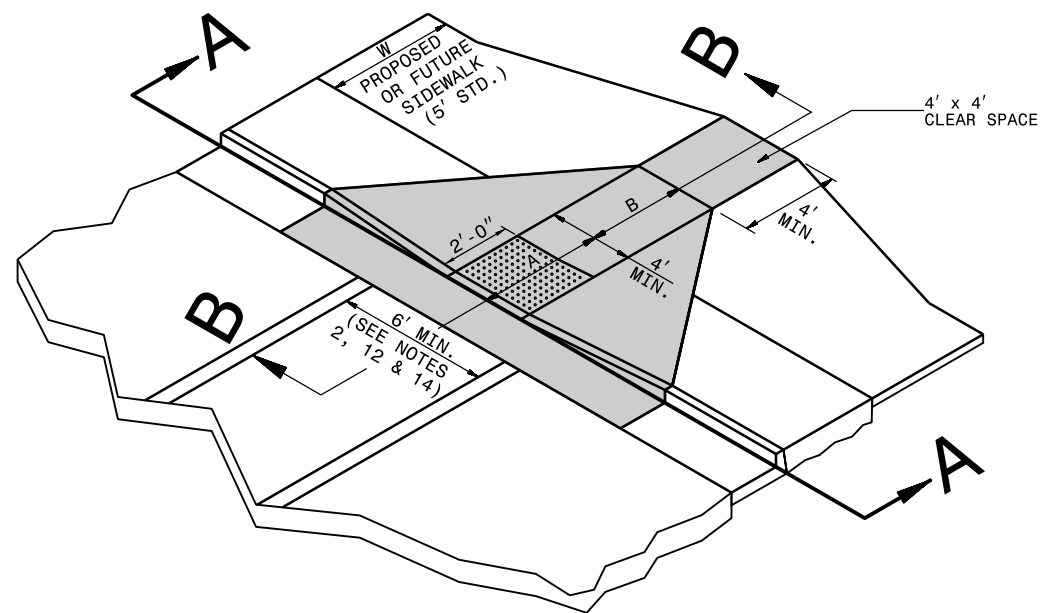
TIP Number: BO-2405A

WBS Number: 50934.1.2

County: Warren

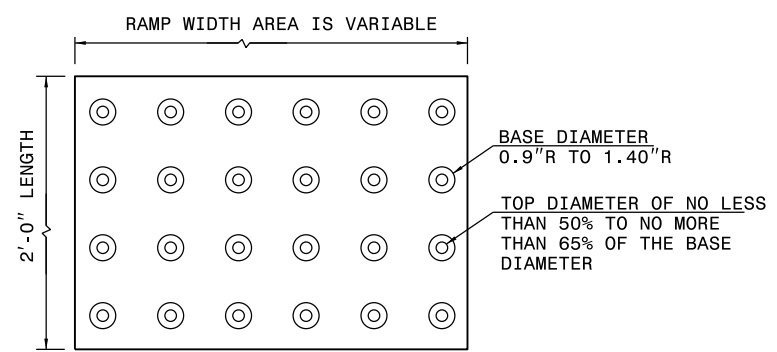
NORTH CAROLINA DEPARTMENT OF TRANSPORTATION
DIVISION 5

Source: NV5 Engineers and Consultants Inc., ESRI, NC OneMap, NCDOT, NCHPO



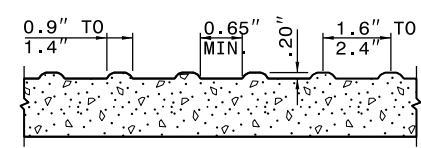
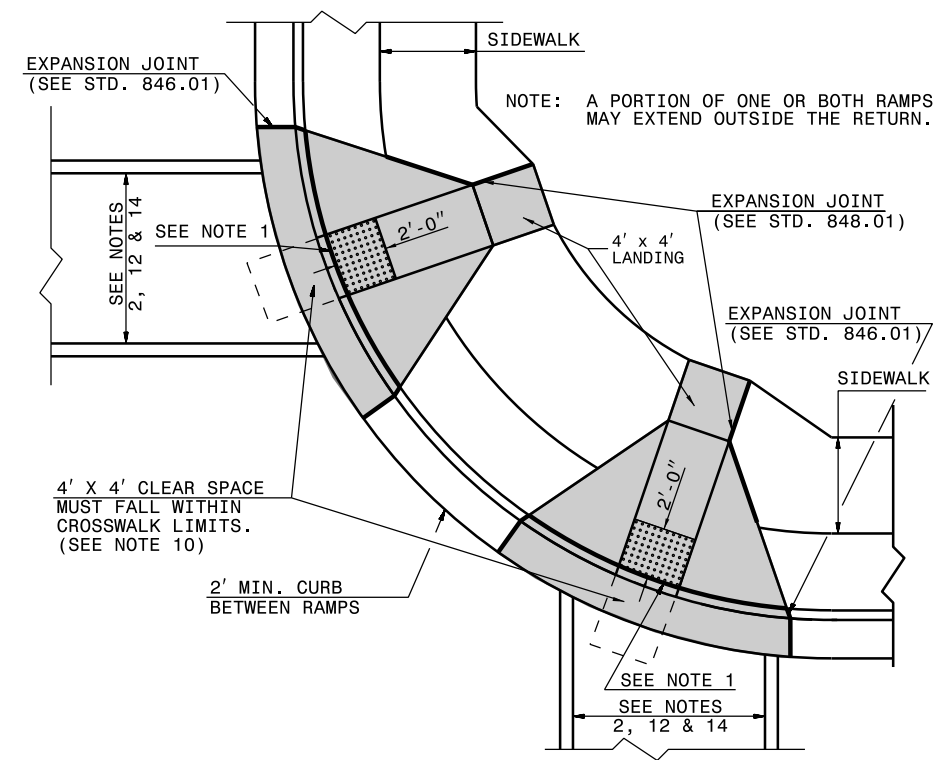
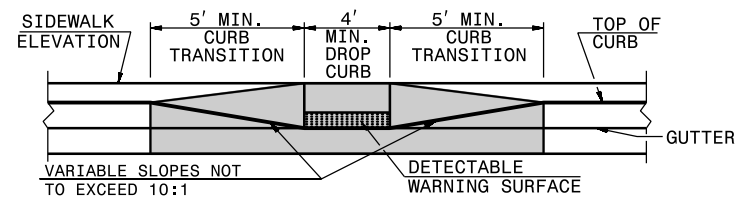
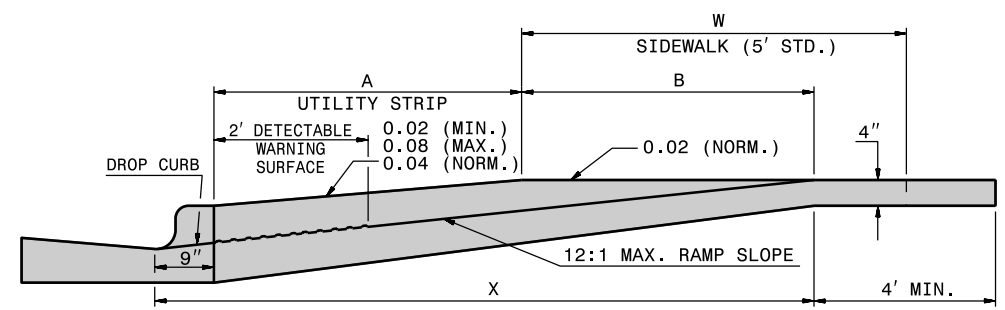
PAY LIMITS FOR CURB RAMP

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



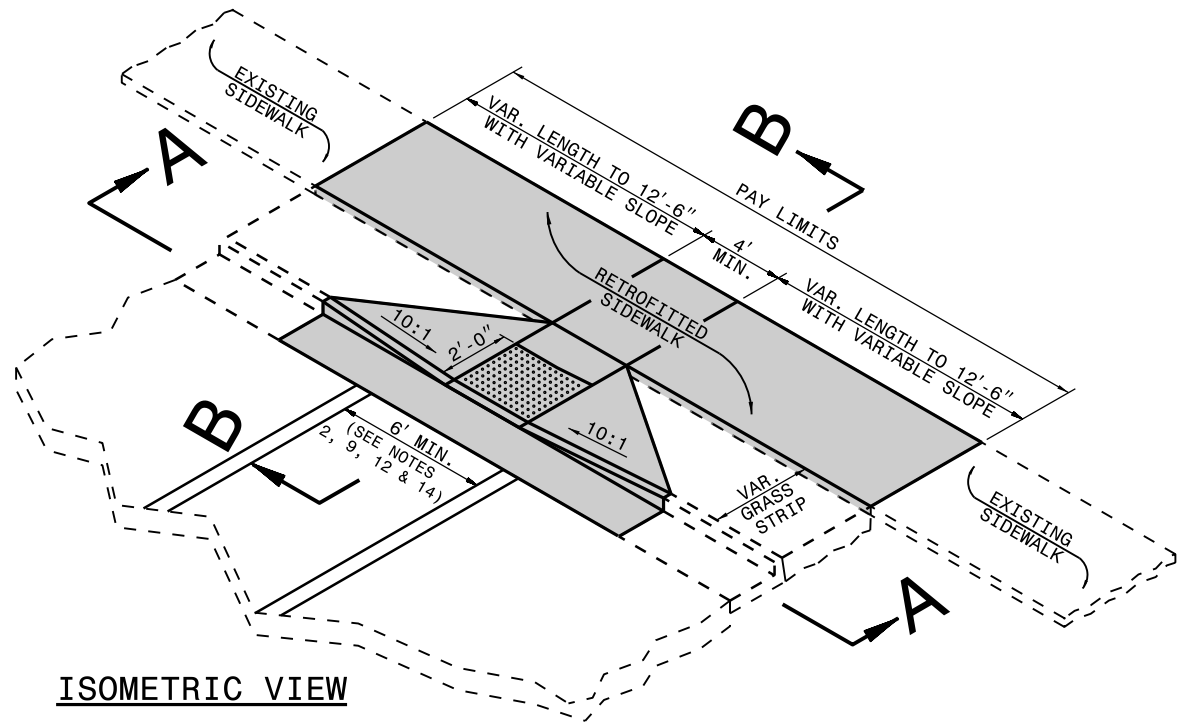
W	A	W+A+9"	X	B
5'	0.0'	5.8'	5.8'	5.0'*
6'	0.0'	6.8'	6.8'	6.0'**
7'	0.0'	7.8'	7.3'	6.5'**
8'	0.0'	8.8'	7.3'	6.5'**
5'	2.0'	7.8'	7.8'	5.0'
5'	2.5'	8.3'	8.1'	4.8'
5'	3.0'	8.8'	8.3'	4.4'
5'	3.5'	9.3'	8.4'	4.1'
5'	4.0'	9.8'	8.6'	3.8'
5'	4.5'	10.3'	8.7'	3.4'
5'	5.0'	10.8'	8.9'	3.1'

$B = X - (A + 9")$
 B = DISTANCE FROM FRONT EDGE OF SIDEWALK TO BACK POINT OF 12:1 (8.33%) SLOPE.
 * BACK OF SIDEWALK DROP REQUIRED FOR ALL SIDEWALK SLOPES.
 ** BACK OF SIDEWALK DROP REQUIRED FOR SIDEWALK SLOPES 0.04.



DETECTABLE WARNING SURFACE

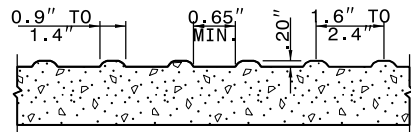
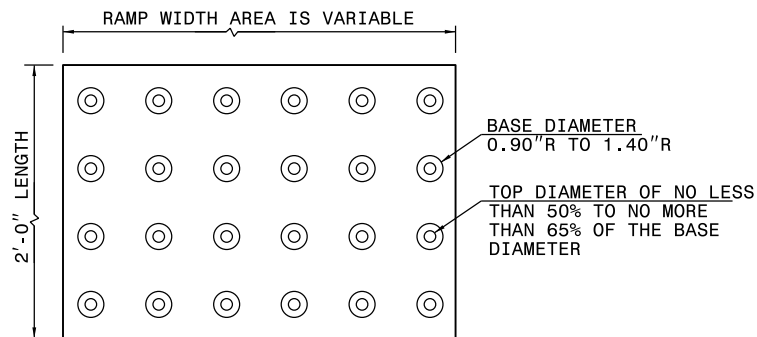
PLAN VIEW
 DUAL RAMPS
 ANY RADII
 (4' MIN. FLOOR WIDTH)




NOTES:

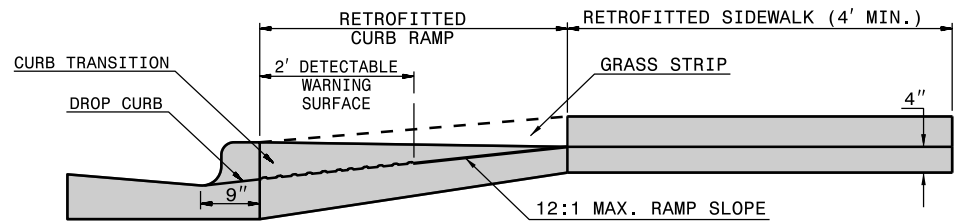
DETECTABLE WARNING SURFACE SHALL COVER 2'-0" LENGTH AND FULL WIDTH OF THE RAMP FLOOR AS SHOWN ON THE DETAILS.

DETECTABLE WARNING SURFACE SHALL CONTRAST VISIBLY WITH ADJOINING SURFACE, EITHER LIGHT-ON-DARK, OR DARK-ON-LIGHT SEQUENCE COVERING THE ENTIRE RAMP.

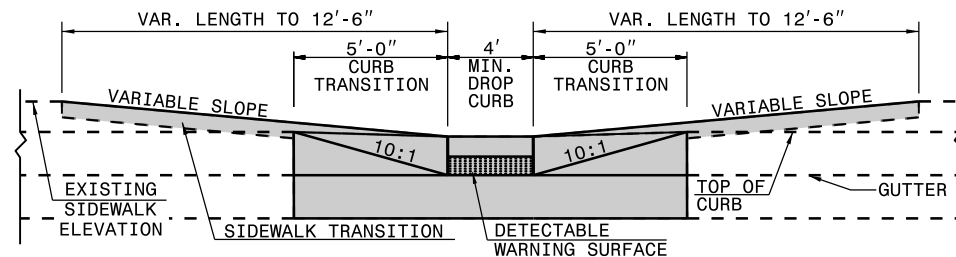


DETECTABLE WARNING SURFACE

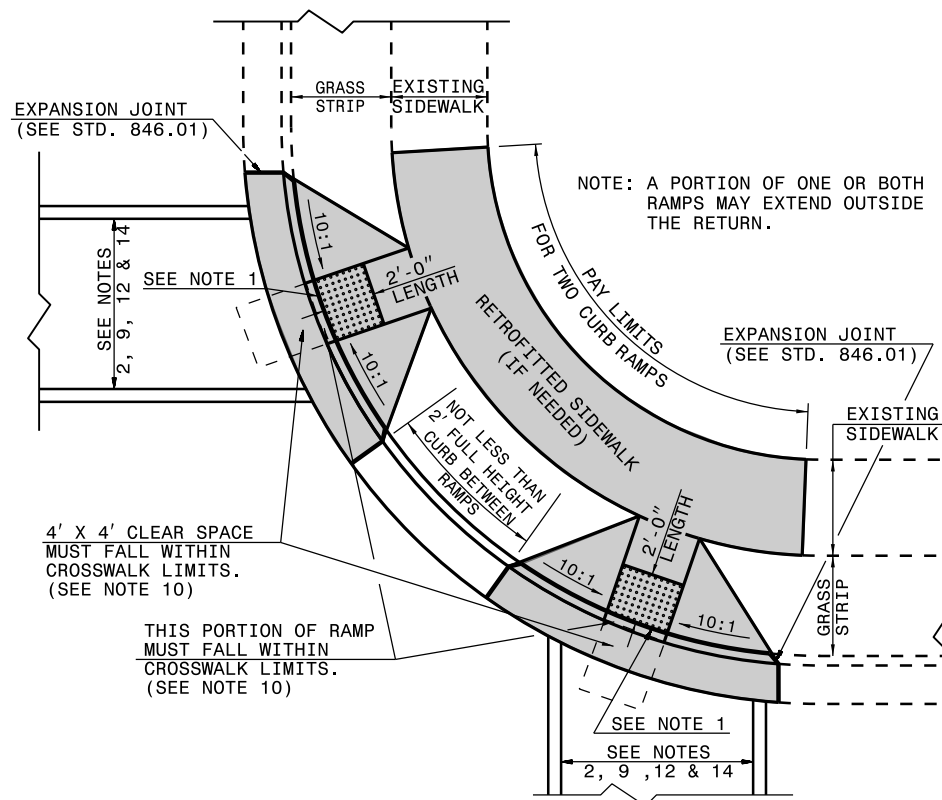
 PAY LIMITS OF CURB RAMP



SECTION B-B

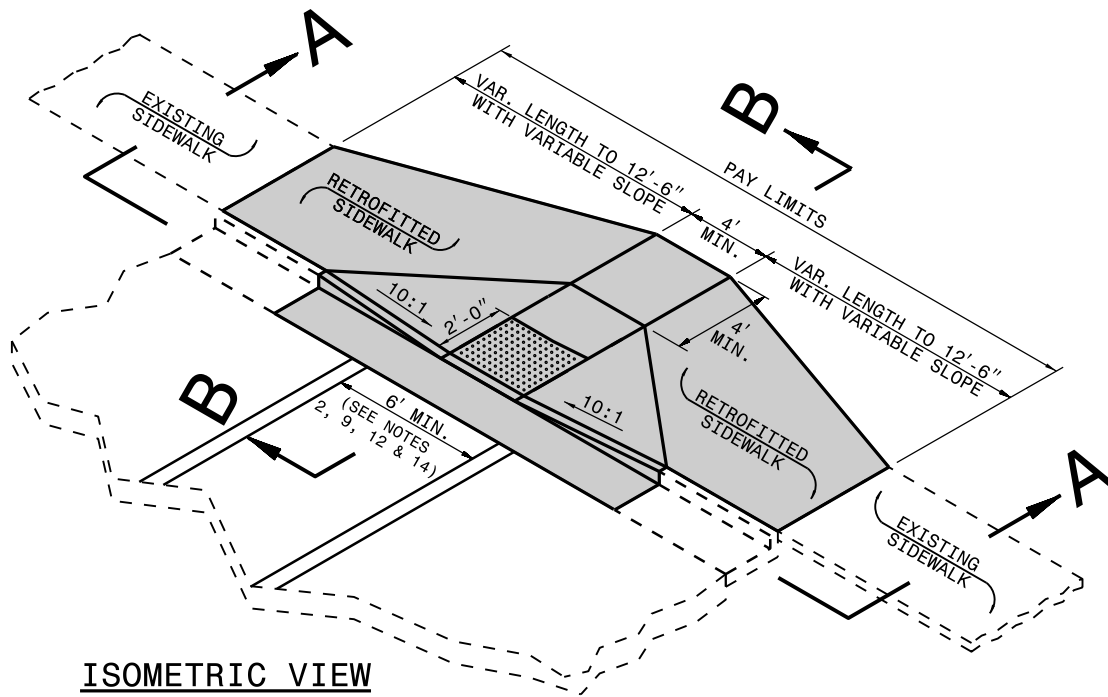


SECTION A-A

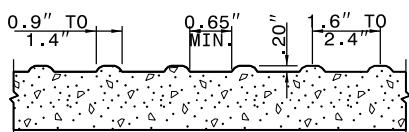
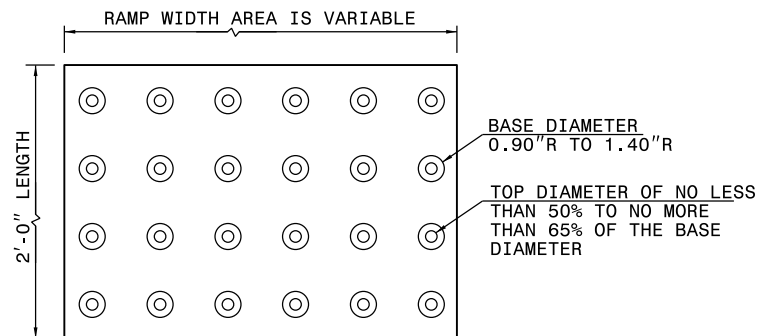


PLAN VIEW

DUAL RAMPS
ANY RADII
(40" MIN. FLOOR WIDTH)

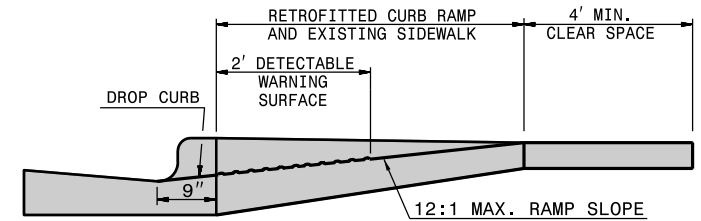


NOTES:
 DETECTABLE WARNING SURFACE SHALL COVER 2'-0" LENGTH AND FULL WIDTH OF THE RAMP FLOOR AS SHOWN ON THE DETAILS.
 DETECTABLE WARNING SURFACE SHALL CONTRAST VISIBLY WITH ADJOINING SURFACE, EITHER LIGHT-ON-DARK, OR DARK-ON-LIGHT SEQUENCE COVERING THE ENTIRE RAMP.

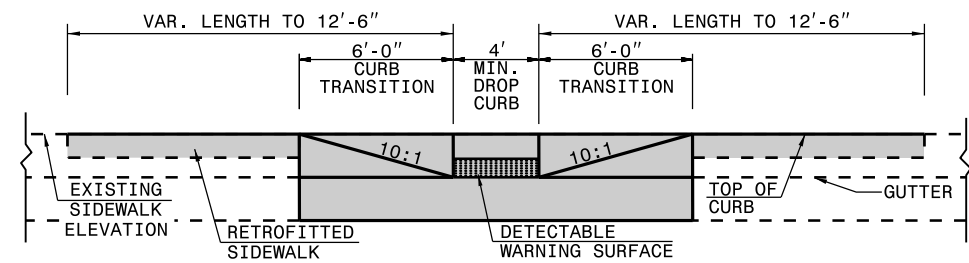


DETECTABLE WARNING SURFACE

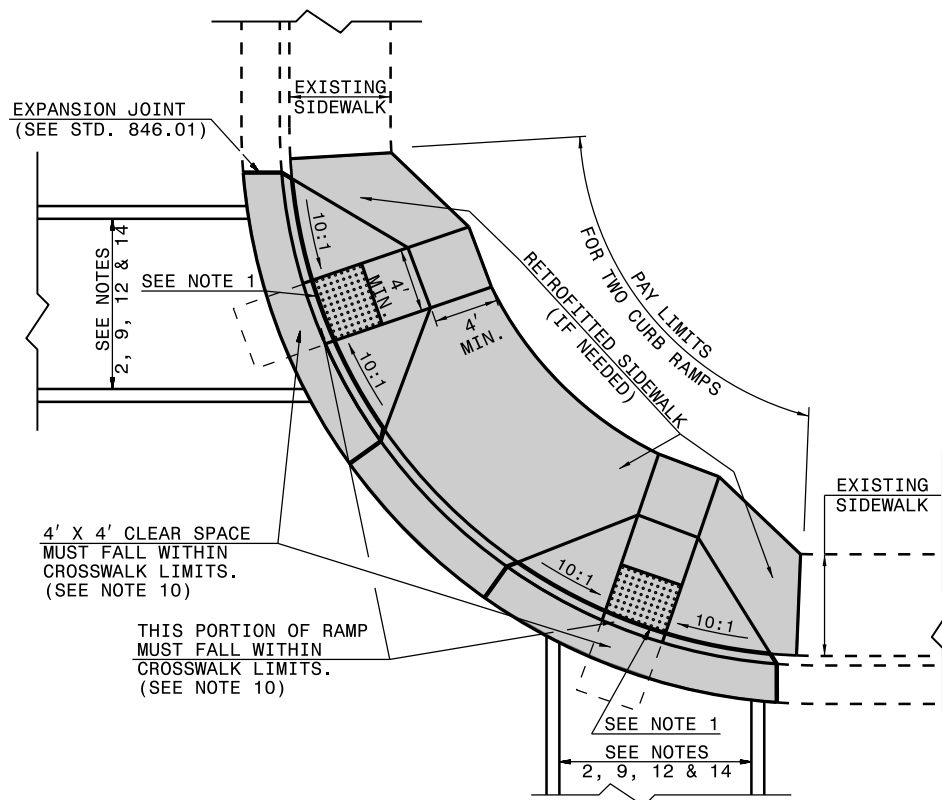
PAY LIMITS OF CURB RAMP



SECTION B-B

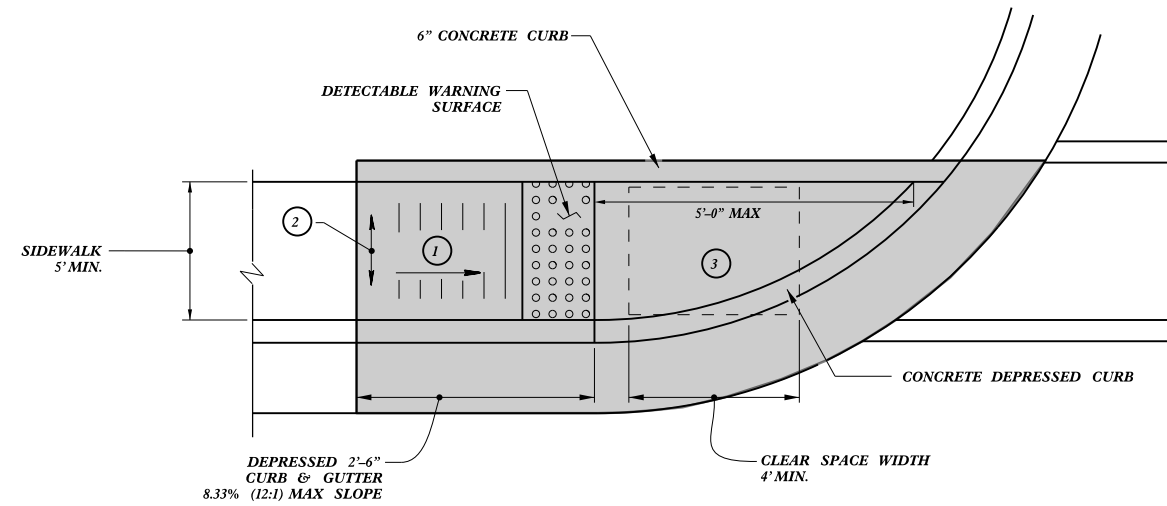


SECTION A-A

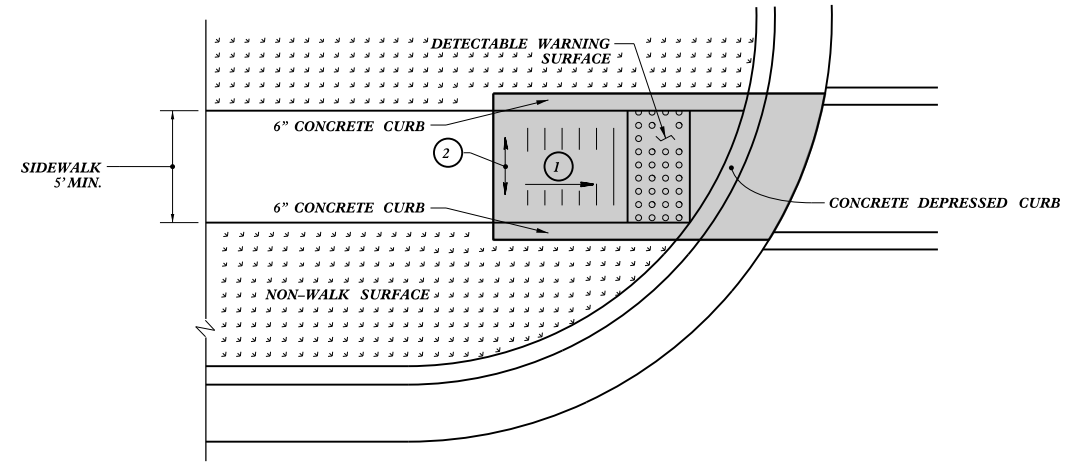


PLAN VIEW

DUAL RAMPS
 ANY RADII
 (40" MIN. FLOOR WIDTH)



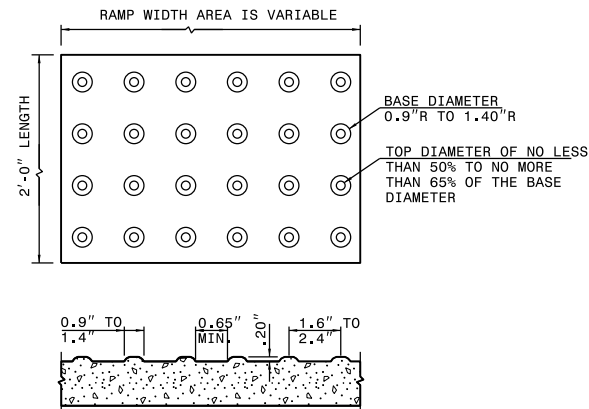
TYPE 1



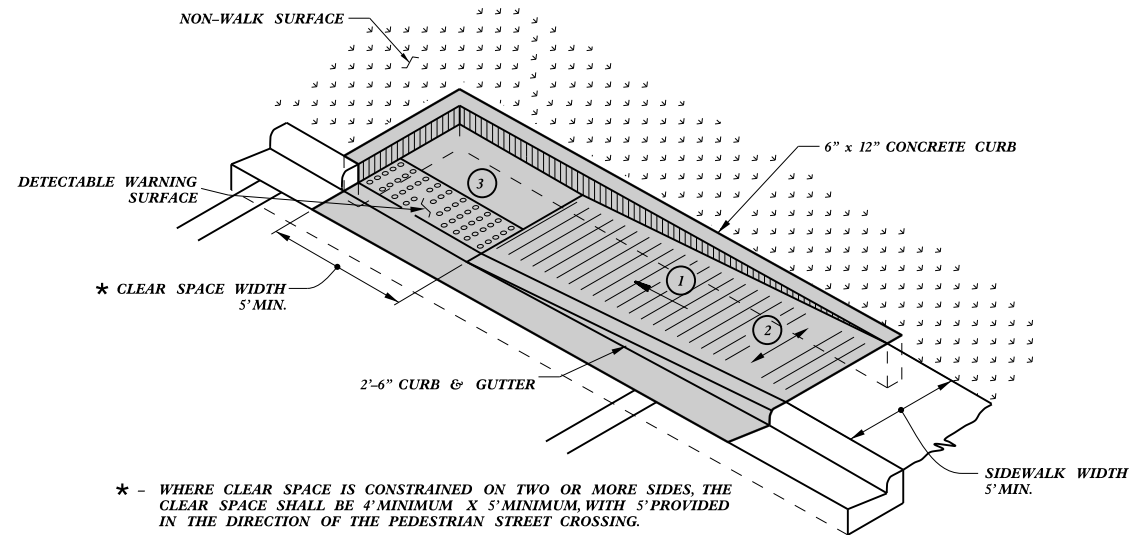
TYPE 1 MODIFIED

- ① 8.33% (12:1) MAX RAMP SLOPE
- ② CROSS SLOPE: 2.00%
- ③ MAXIMUM CROSS SLOPE AND LONGITUDINAL SLOPE OF 2.00%.


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

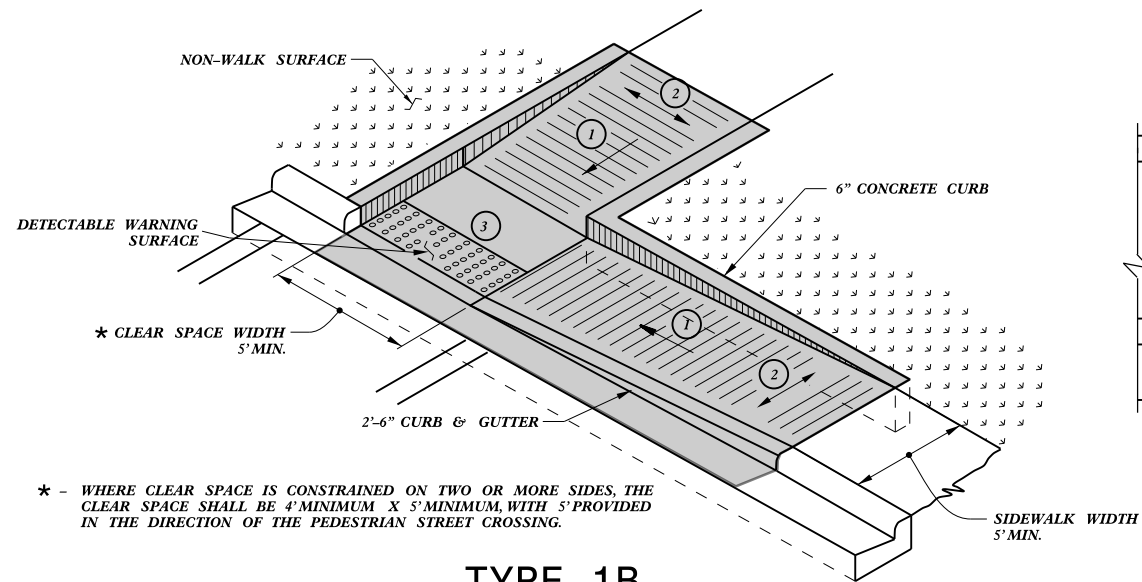


DETECTABLE WARNING SURFACE



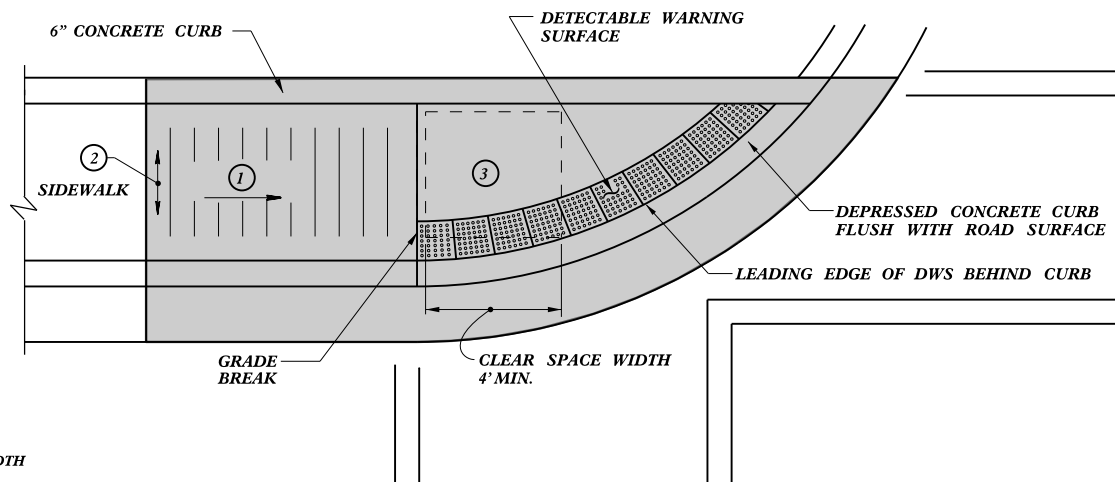
TYPE 1A

 PAY LIMITS FOR 1 CURB RAMP



★ - WHERE CLEAR SPACE IS CONSTRAINED ON TWO OR MORE SIDES, THE CLEAR SPACE SHALL BE 4' MINIMUM X 5' MINIMUM, WITH 5' PROVIDED IN THE DIRECTION OF THE PEDESTRIAN STREET CROSSING.

TYPE 1B

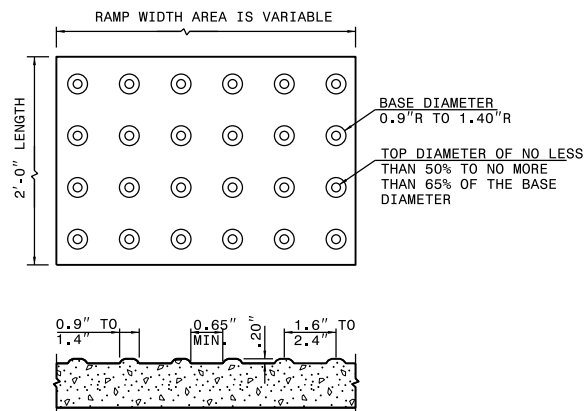


TYPE 1C

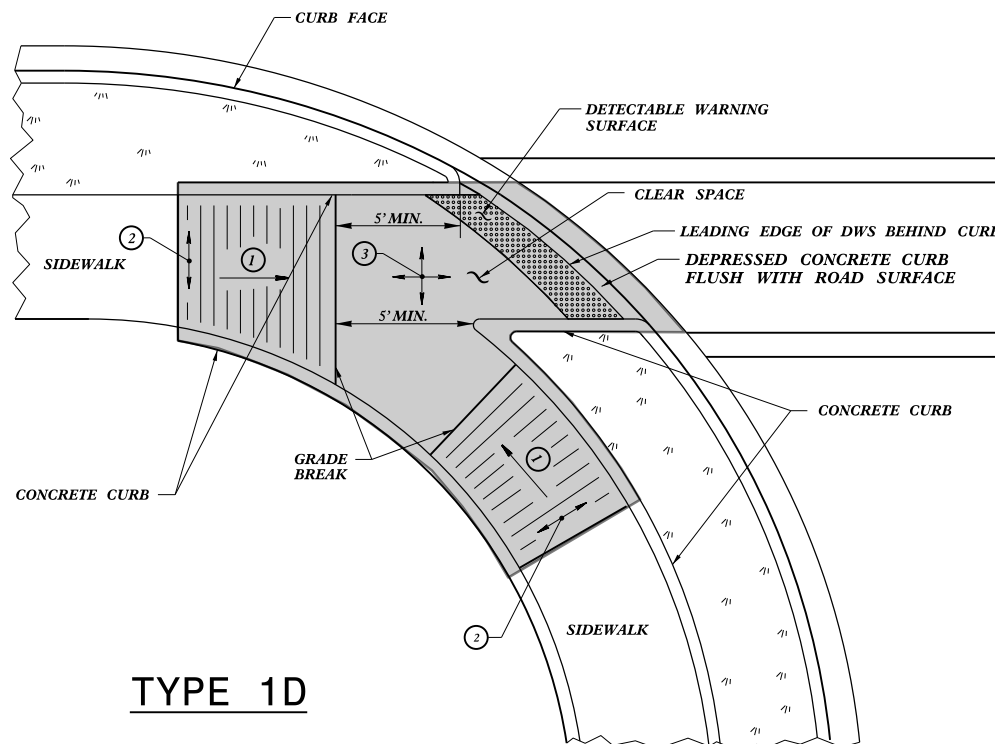
- ① 8.33% (12:1) MAX RAMP SLOPE
- ② CROSS SLOPE: 2.00%
- ③ MAXIMUM CROSS SLOPE AND LONGITUDINAL SLOPE OF 2.00%.

NOTES:
DETECTABLE WARNING SURFACE SHALL COVER 2'-0" LENGTH AND FULL WIDTH OF THE RAMP FLOOR AS SHOWN ON THE DETAILS.

DETECTABLE WARNING SURFACE SHALL CONTRAST VISIBLY WITH ADJOINING SURFACE, EITHER LIGHT-ON-DARK, OR DARK-ON-LIGHT SEQUENCE COVERING THE ENTIRE RAMP.



DETECTABLE WARNING SURFACE



TYPE 1D

PAY LIMITS FOR 1 CURB RAMP

ROADWAY STANDARD DRAWING FOR

CURB RAMP
DIRECTIONAL RAMP

1-24

STATE OF

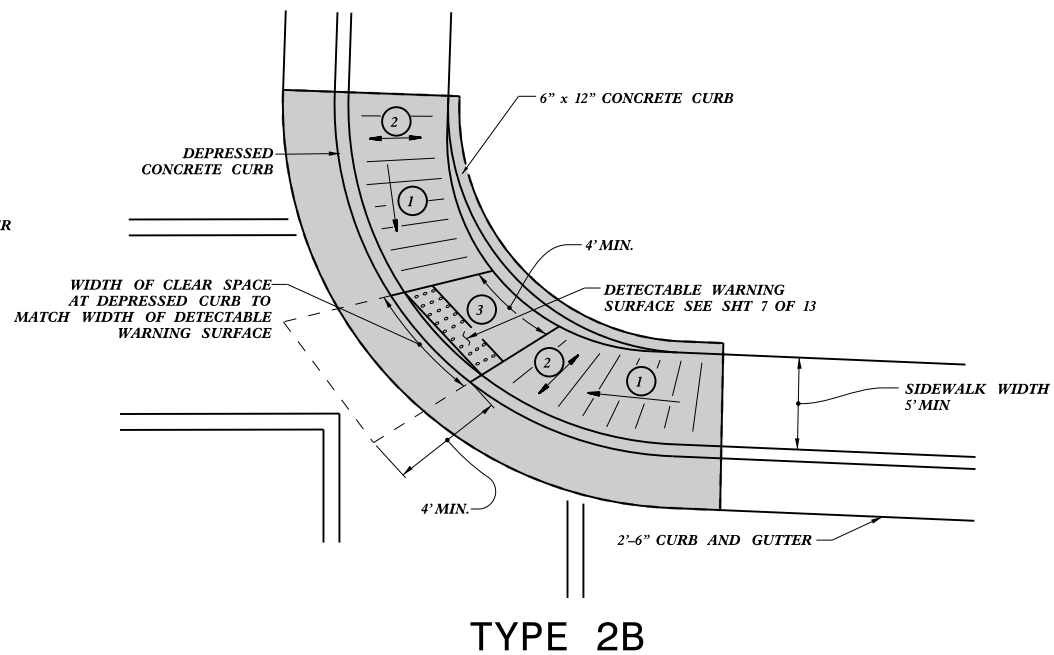
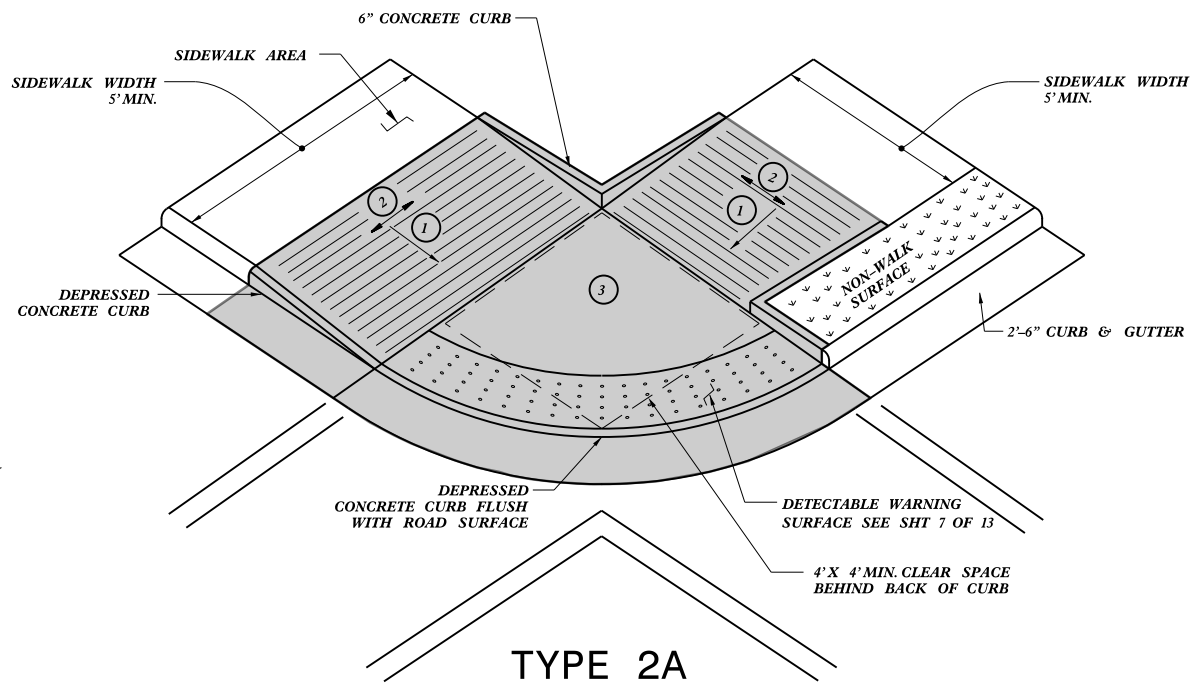
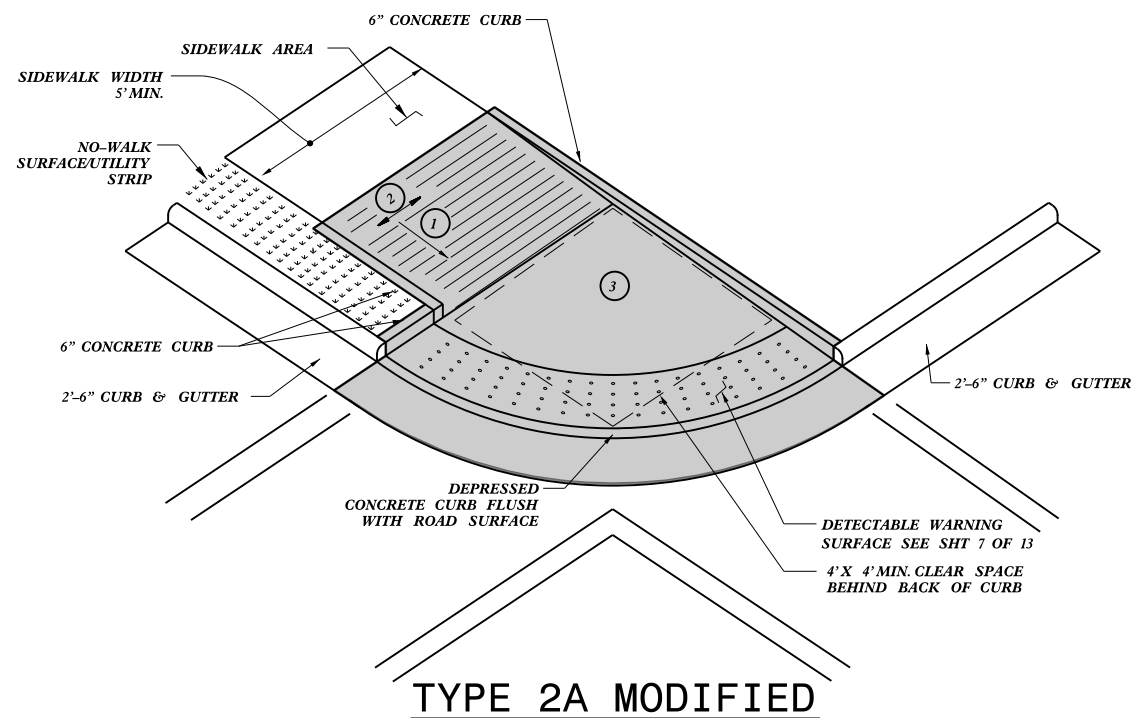
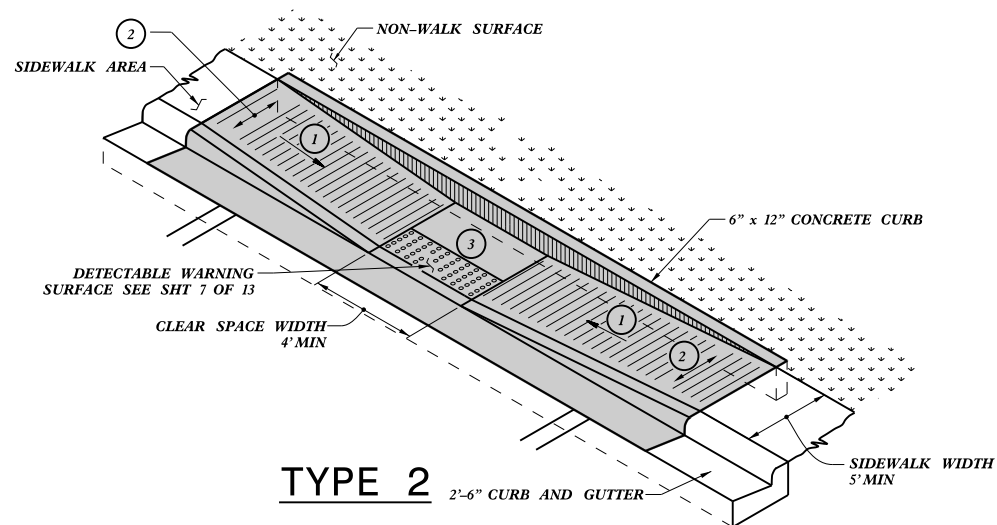
NORTH CAROLINA

DEPT. OF TRANSPORTATION
DIVISION OF HIGHWAYS

RALEIGH, N.C.

SHEET 7 OF 13

848.06



- ① 8.33% (12:1) MAX RAMP SLOPE
- ② CROSS SLOPE: 2.00%
- ③ MAXIMUM CROSS SLOPE AND LONGITUDINAL SLOPE OF 2.00%



PAY LIMITS FOR 1 CURB RAMP

ROADWAY STANDARD DRAWING FOR

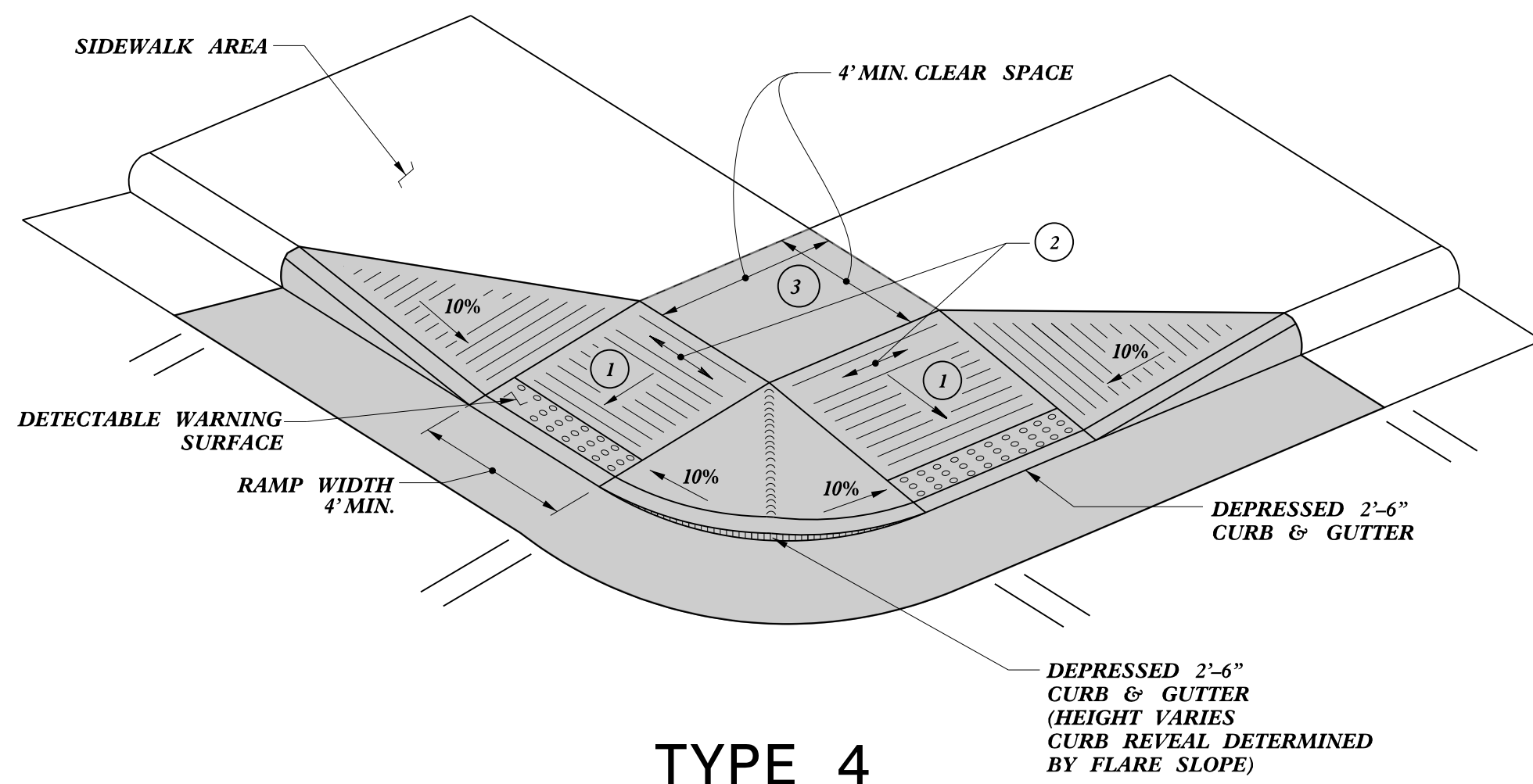
CURB RAMP
PARALLEL RAMP

1-24

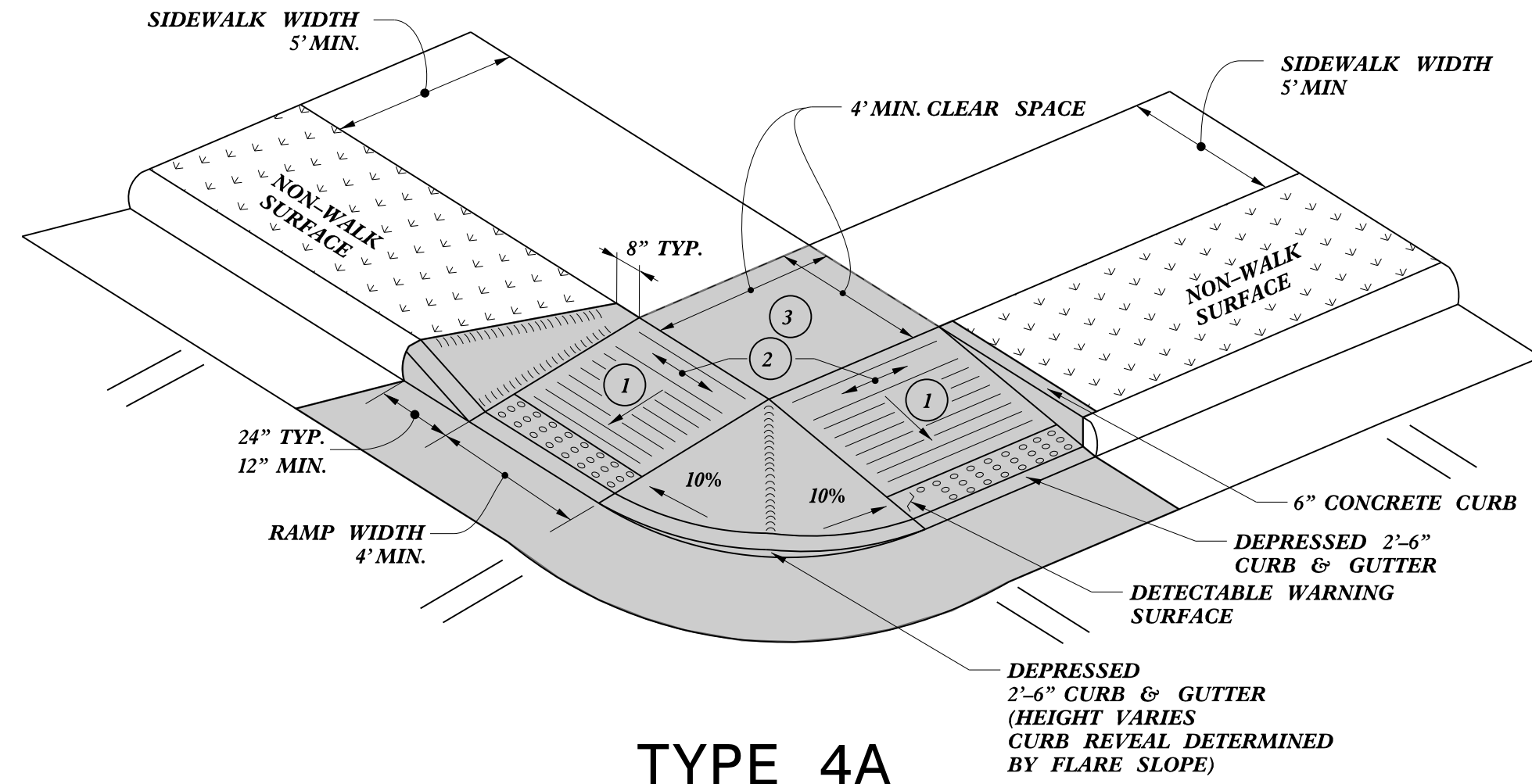
STATE OF
NORTH CAROLINA
DEPT. OF TRANSPORTATION
DIVISION OF HIGHWAYS
RALEIGH, N.C.

SHEET 8 OF 13

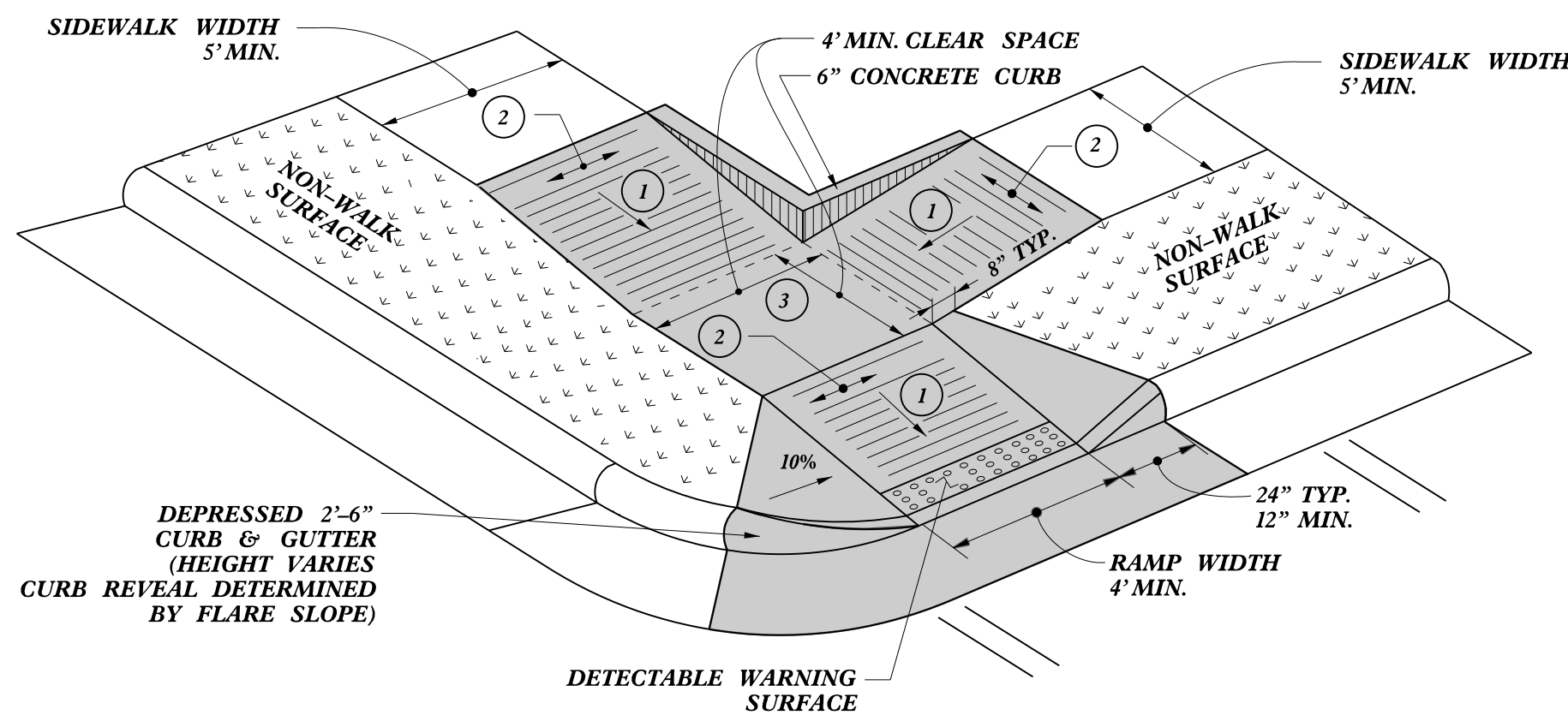
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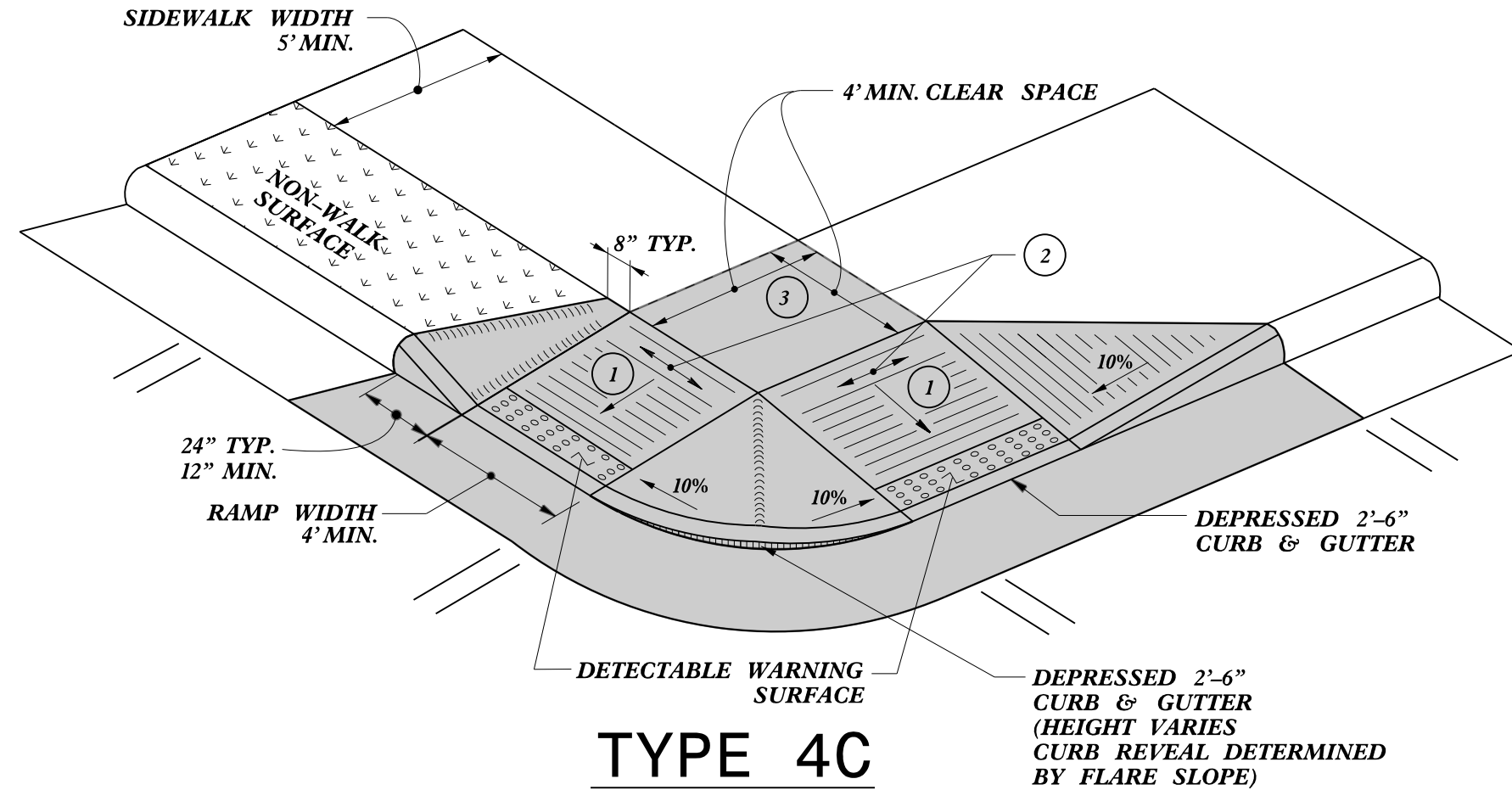
TYPE 4



TYPE 4A

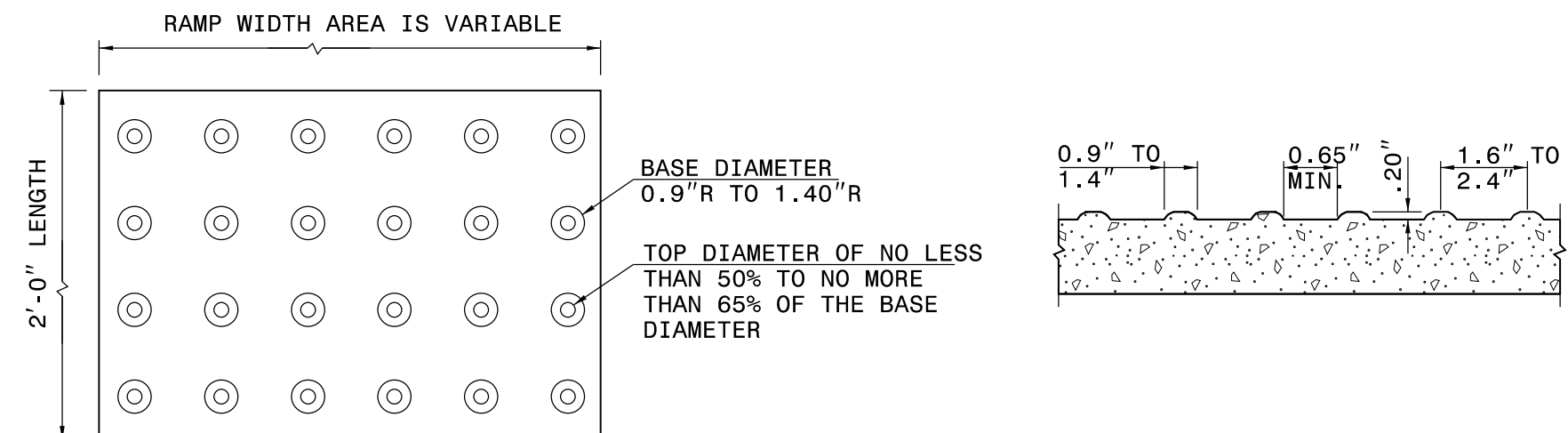


TYPE 4B



TYPE 4C

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



DETECTABLE WARNING SURFACE

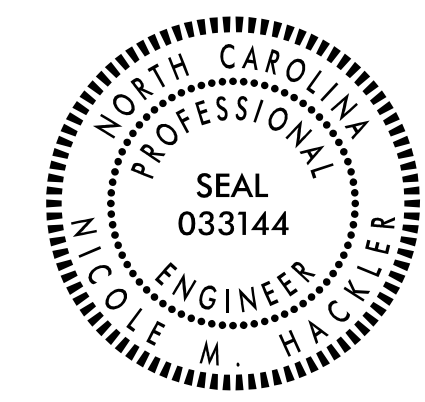
- 1 8.33% (12:1) MAX RAMP SLOPE
- 2 CROSS SLOPE: 2.00%
- 3 MAXIMUM CROSS SLOPE AND LONGITUDINAL SLOPE OF 2.00%

PAY LIMITS FOR 1 OR 2 CURB RAMPS
(CALCULATE BASED ON NUMBER OF SETS OF DETECTABLE WARNING SURFACES)

STATE OF
NORTH CAROLINA
DEPT. OF TRANSPORTATION
DIVISION OF HIGHWAYS
RALEIGH, N.C.

ROADWAY STANDARD DRAWING FOR
CURB RAMP
SHARED LANDING

SHEET 10 OF 13
848D06

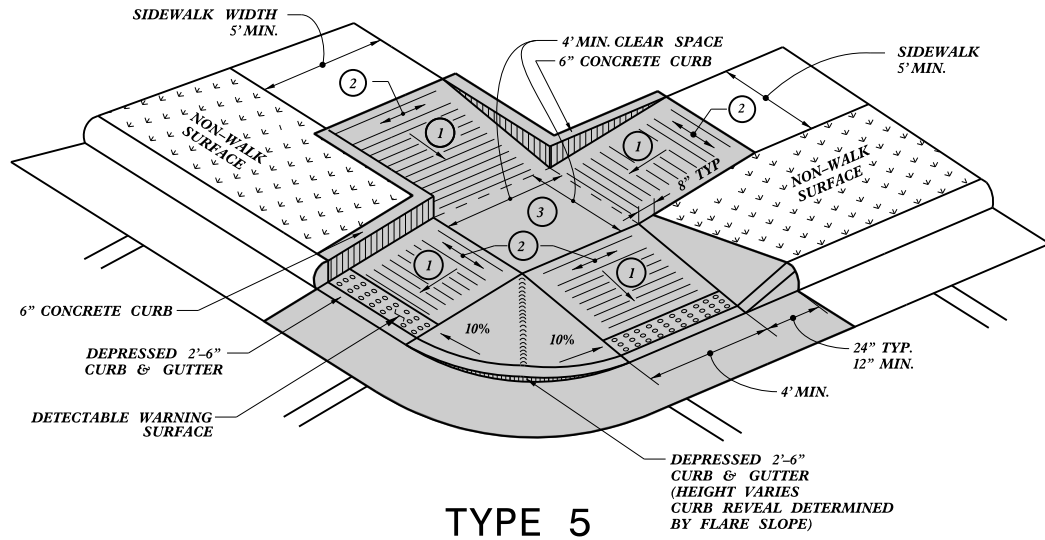


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Office 919-707-6950 FAX 919-250-4119

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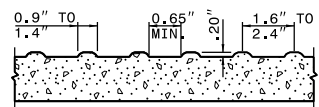
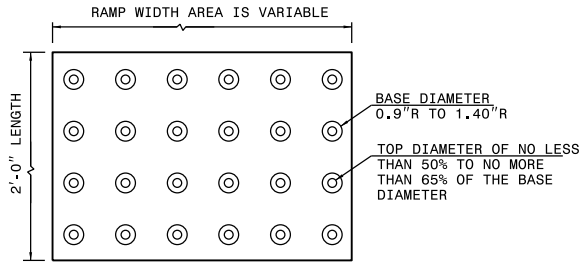
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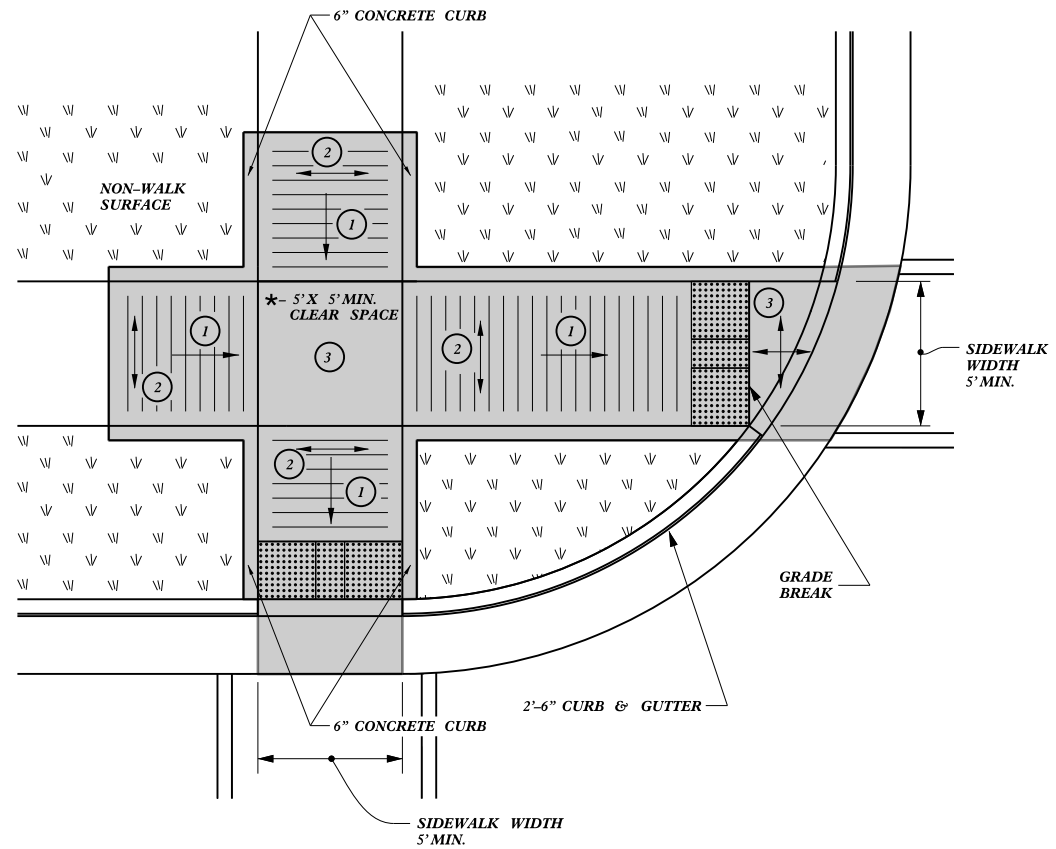
NOTES:

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DETECTABLE WARNING SURFACE SHALL CONTRAST VISIBLY WITH ADJOINING SURFACE, EITHER LIGHT-ON-DARK, OR DARK-ON-LIGHT SEQUENCE COVERING THE ENTIRE RAMP.



DETECTABLE WARNING SURFACE



* - WHERE CLEAR SPACE IS CONSTRAINED ON TWO OR MORE SIDES, THE CLEAR SPACE SHALL BE 4' MINIMUM X 5' MINIMUM, WITH 5' PROVIDED IN THE DIRECTION OF THE PEDESTRIAN STREET CROSSING.

TYPE 5A

- 1 8.33% (12:1) MAX RAMP SLOPE
- 2 CROSS SLOPE: 2.00%
- 3 MAXIMUM CROSS SLOPE AND LONGITUDINAL SLOPE OF 2.00%

PAY LIMITS FOR 1 OR 2 CURB RAMPS (CALCULATE BASED ON NUMBER OF SETS OF DETECTABLE WARNING SURFACES)