



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 July 8, 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 June 10, 2024, Minutes of Public Hearing of June 10, 2024
5. Consent Agenda
 - a. Mission and Goals
 - b. Monthly Checks Report
 - c. Public Works Monthly Report
 - d. WWTP Monthly Report
 - e. Police Activity Reports
 - f. Action Items from Prior BOC Meeting
6. Committee Reports
 - a. Finance and Administration (Ms. Hunter)
 - i. Year-to-Date Revenue and Expenditure Reports (Budget vs. Actual)
 - 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)
7. Old Business
 - a. Status of Grants – for information
8. New Business
 - a. Budget Amendment for Fund 38, various emergency needs – for consideration
 - b. Warren County (KLRWS) Water Price Increase – for information
 - c. Nomination of representative to serve on Warren County Tourism Development Authority – for discussion and consideration
9. Announcements
10. Adjournment

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

ORDER CONFIRMATION

Salesperson: Not Applicable

Printed at 06/19/24 10:01 by aelli-wp

Acct #: 14839

Ad #: 65546

Status: New

TOWN OF WARRENTON
PO BOX 281
WARRENTON NC 27589

Start: 06/26/2024 Stop: 06/26/2024
Times Ord: 1 Times Run: ***
STD 3.00 X 5.38 Words: 376
Total STD 16.14

Class: 380 Public Notice

Rate: CL Cost: 212.55

Ad Descrpt: 8 JUL TOWN CDBG MEETING

Descr Cont: TOWN OF WARRENTON PUBLIC

Given by: *

P.O. #:

Contact: ROBERT DAVIE-TOWN ADMINISTRA

Phone: (252)257-1122

Fax#:

Email: townadministrator@warrenton.

Agency:

Created: aelli 06/19/24 09:54

Last Changed: aelli 06/19/24 10:01

PUB ZONE EDT TP RUN DATES
WR A 99 S 06/26

AUTHORIZATION

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

Name (print or type)

Name (signature)

(CONTINUED ON NEXT PAGE)

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

ORDER CONFIRMATION (CONTINUED)

Salesperson: Not Applicable

Printed at 06/19/24 10:01 by aelli-wp

Acct #: 14839

Ad #: 65546

Status: New

TOWN OF WARRENTON PUBLIC HEARING NOTICE

Notice is hereby given that the Town of Warrenton will hold a public hearing on the closeout of the 2016 Community Development Block Grant (CDBG) Project on Monday, July 8, 2024 at 6:45 p.m. at the Town Hall at 113 S. Bragg Street, Warrenton, NC 27589. The Town received \$500,000 representing 93.7% of project costs to renovate the building at 107 N. Main Street in Warrenton.

The purpose of this hearing is to invite citizen comment on the project and activities that have been accomplished through the 2016 CDBG Milano's of Warrenton Grant No. 15-E-2768. The activities are complete, and the Town is in the process of closing out the 2016 CDBG Grant. The budget for the CDBG expenditures for the Milano's of Warrenton Project was: 53-400-000 - \$500,000; 53-400-001- \$5,000; 53-400-002 - \$28,600; Administration - \$0.0. None of the activities resulted in the permanent displacement of families and the construction renovation project primarily benefited low to moderate income people. No households were connected to the new sewer lines.

In addition, information will be provided regarding state and federal fair housing laws in accordance with CDBG regulations and the Town's efforts to promote fair housing. Citizens are encouraged to attend and participate in the discussion of these items. Anyone having questions about the public hearing may contact Robert Davie, Town Administrator, at PO Box 281, Warrenton, NC 27589, (252)257-1122. Written comments may be submitted prior to the public hearing to the attention of Robert Davie, Town Administrator at PO Box 281, Warrenton, NC 27589, for which a written response will be provided withing ten days.

Persons with disabilities or who otherwise need assistance should contact Robert Davie, Town Administrator, at townadministrator@warrenton.nc.gov at least three working days before the meeting. Accommodation will be made for all who request assistance with participating in the meeting. Town of Warrenton is an equal opportunity employer and service provider. This information is available in Spanish or any other language upon request. Esta información está disponible en español o en cualquier otro idioma bajo petición. Por favor, póngase en contacto con Robert Davie, administrador de la ciudad, al (252)257-1122 o en Warrenton Town Hall, 113 S Bragg St, Warrenton, NC 27589, de alojamiento para esta solicitud.



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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

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BOARD OF COMMISSIONERS REGULAR MONTHLY MEETING

June 10, 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	Commissioner Jason Young
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, June 10, 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 Commissioner Coffman.

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 addition be made to the agenda:

Closed Session - pursuant to NC GS§ 143-318.11 (A)(6) .

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

Public Comments

Vielka Maria Gabriel-Alston addressed the board. She stated that she appreciated the Town's quick response to her concerns voiced during the April 2024 Board of Commissioners meeting. She again expressed her concern for the trash in the area of her N. Main Street residence. Mayor Gardner informed Ms. Gabriel-Alston that her residence was not within the Town's

jurisdiction for trash pickup and that the County had Convenience Centers available as well as the Warren County Landfill for County residents.

Minutes

The minutes of the May 13, 2024, board meeting were presented. Commissioner Blalock made a motion to approve the minutes as presented, with a second by Commissioner Sourelis. 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) Budget Amendment #20

Commissioner Young 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 revisions to the proposed FY 2024/2025 Town of Warrenton Budget which include a 3% salary increase for all employees and \$0.76 ad valorem tax rate. Mr. Davie informed the board of the age and status of failing WWTP and W/S infrastructure. He further stated that the grants the Town is awarded are not enough to cover the much-needed repairs required of the forty-six-year-old Waste Water Treatment Plant. Commissioner Blalock suggested meeting with the County and the Town of Norlina to discuss the issues and determine a plan for moving forward. Commissioner Blalock made a motion to approve the FY 2024/2025 Budget Ordinance as presented, with a second by Commissioner Coffman. The motion was approved by unanimous vote.
- (b) Public Works – Commissioner Blalock had no additional report other than agenda items. He questioned Public Works Director, Bill Perkinson, on the status of the sewer meter at the Town of Norlina. Town Administrator, Robert Davie stated that County Attorney, Mitch Styers, had reviewed the operating agreement and determined that the Town can install a sewer meter, but it is questionable whether or not the Town of Norlina would pay for the increase an accurate meter may entail. The board agreed that discussions should take place with the Town of Norlina and Warrenton elected officials before moving forward.
- (c) Public Safety – Commissioner Ayscue had no additional report other than agenda items. He informed the Board that the positions of Police Officers and the Chief of Police have been posted. Commissioner Ayscue presented a Resolution Awarding a Service Firearm to a Retiring Police Chief of Warrenton allowing Chief Goble Lane to retain his badge and a Glock Model 17 service firearm for \$1.00.

Commissioner Ayscue made a motion to approve the resolution as presented, with a second by Commissioner Young. The motion was approved by unanimous vote.

Tracy Stevenson presented the Board of Commissioners with \$1.00.

- (d) Human Resources – Information Technology – Commissioner White had no additional report other than agenda items.
- (e) Revitalization/Historic District Commission – Commissioner Coffman stated that two Movie Nights had been held on the Courthouse Square with approximately thirty people in attendance.
- (f) Beautification/Facilities – Commissioner Sourelis had no additional report other than agenda items.
- (g) Planning/Zoning/Annexation – Commissioner Young presented three recommendations from the Planning Board for Special Use Permits. David and Evelyn Woodson, property owners at 305 Halifax Street, submitted a Special Use Permit application to operate an Air B and B at this location. Commissioner Sourelis made a motion to approve the Special Use Permit, with a second by Commissioner Blalock. The motion was approved by unanimous vote. A Special Use Permit was submitted by Milton Fuentes to serve alcohol at 139 S. Main Street. The applicant proposes to operate a Mexican restaurant at this location. The applicant included a copy of the lease with the application. Commissioner Young made a motion to approve the Special Use Permit, with a second by Commissioner Sourelis. The motion was approved by unanimous vote. Applicant Javon Fleming submitted a Special Use Permit application to operate a car dealership at 201 S. Main Street. Commissioner White questioned the available parking at this location. Commissioner Sourelis stated that Mr. Fleming was just starting out and planned to have only two to three cars at the location, with no repairs to be done on site. Commissioner Ayscue made a motion to approve the Special Use Permit with a second by Commissioner Hunter. The motion was approved by unanimous vote.

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 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. The first of 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 the town attorney have been completed.

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 \$120,000 of which \$20,000 is in-kind match provided by Research Triangle Foundation, Kerr-Tar COG, Lake Gaston Chamber of Commerce and Town of Warrenton. Town has received preliminary notice of award. Expecting official 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)
- PARTF Grant application submitted for park parcels along Church and N. Hall Streets.
- NCDEQ applications for Wastewater and WWTP submitted for spring round of funding (award notification in Fall of 2024).

(b).Contracts for Substantial Rehabilitation – Neighborhood Revitalization Grant (homes for Rollinson and Patsy Boyd) – for consideration

– Town Administrator Robert Davie presented contracts for Substantial Rehabilitation – Neighborhood Revitalization Grant for homes for Bettie Rollinson and Patsy Boyd with Contractor George Humphries. Mr. Davie informed the board that the contracts have been reviewed by County Attorney, Mitch Styers. Commissioner Blalock made a motion to approve the contracts as presented with a second by Commissioner Hunter. The motion was approved by unanimous vote.

New Business

(a) Gregory Poole Contract for Town Hall Generator - Town Administrator Robert Davie presented a contract with Gregory Poole for multi-year maintenance on the generator at Town Hall for \$10,274.82. Commissioner Blalock made a motion to approve the contract as presented with a second by Commissioner Sourelis. The motion was approved by unanimous vote.

(b) NCDOT installing ADA ramps in Historic District – Mayor Gardner briefly discussed plans by NCDOT to install ADA ramps at seven intersections within the Town of Warrenton’s Historic District.

Announcements – Mayor Gardner announced there will be a Floating Retirement Celebration for Public Utilities employee, Greg Beyrent, and Chief of Police, Goble Lane, on Friday, June 14, 2024, from 11:00 AM to 2:00 PM in the lobby of the second floor at Town Hall.

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

A motion was made by Commissioner Ayscue to adjourn the regular meeting, with a second by Commissioner Hunter. The motion was approved by unanimous vote.



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Robert F. Davie, Jr. – Town Administrator

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PUBLIC HEARING
Proposed FY 2024/2025 Budget Ordinance
June 10, 2024
6:45 PM

Mayor Gardner called the Public Hearing of the Town of Warrenton Board of Commissioners to order on Monday, June 10, 2024, at 6:45 p.m. The purpose of this public hearing is to receive comments on the proposed FY 2024/2025 Budget Ordinance. Those attending were Mayor Walter Gardner, Town Administrator, Robert Davie, Commissioners Mary Hunter, John Blalock, Michael Coffman, Nat White, Dian Sourelis, Aaron Ayscue, Jason Young and Chief Goble Lane.

Mayor Gardner asked for public comments.

There were no public comments, so the meeting was adjourned.



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PUBLIC HEARING
Special Use Permit for Car Dealership
June 10, 2024
6:45 PM

Mayor Gardner called the Public Hearing of the Town of Warrenton Board of Commissioners to order on Monday, June 10, 2024, at 6:45 p.m. The purpose of this public hearing is to receive comments on allowing a Special Use Permit for a car dealership at 201 S. Main Street. Those attending were Mayor Walter Gardner, Town Administrator, Robert Davie, Commissioners Mary Hunter, John Blalock, Michael Coffman, Nat White, Dian Sourelis, Aaron Ayscue, Jason Young and Chief Goble Lane.

Mayor Gardner asked for public comments.

There were no public comments, so 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

Check Listing

Date From: 6/1/2024 Date To: 6/30/2024

Vendor Range: 1 800 FLAGPOLE.COM - ZIMA CORPORATION

Town of Warrenton
07/02/2024 11:47 AM

Page: 1 of 3

Check Number	Bank	Vendor	Date	Amount
67532	30	Always N Bloom	06/03/2024	<u>\$19.20</u>
67533	30	BREEDLOVE ELECTRIC, INC	06/03/2024	<u>\$176.14</u>
67534	30	HACH COMPANY	06/03/2024	<u>\$66.50</u>
67535	30	UNIFIRST CORPORATION	06/03/2024	<u>\$2,494.64</u>
67536	30	WARREN AUTO PARTS, INC.	06/03/2024	<u>\$21.59</u>
67537	30	AMAZON CAPTIAL SERVICES, INC.	06/05/2024	<u>\$119.18</u>
67538	30	BLUE RIDGE SPRINGS, INC	06/05/2024	<u>\$12.50</u>
67539	30	HOLLAND INDUSTRIAL	06/05/2024	<u>\$192.49</u>
67540	30	Purchase Power (Pitney Bowes)	06/05/2024	<u>\$150.00</u>
67541	30	TRI-COUNTY POWER EQUIPMENT INC	06/05/2024	<u>\$125.54</u>
67542	30	WARREN COUNTY PUBLIC UTILITIES	06/05/2024	<u>\$18,282.73</u>
67543	30	WILSON'S WATER SERVICES	06/05/2024	<u>\$825.00</u>
67544	30	Amwell	06/05/2024	<u>\$2,285.00</u>
67545	30	CAROLINA DIGITAL PHONE INC	06/05/2024	<u>\$316.00</u>
67546	30	FOSTER SEPTIC TANK CLEANING	06/05/2024	<u>\$625.00</u>
67547	30	INVOICE CLOUD, INC.	06/05/2024	<u>\$133.15</u>
67548	30	Marlin Leasing Corporation	06/05/2024	<u>\$161.85</u>
67549	30	Mission Communications, LLC	06/05/2024	<u>\$816.36</u>
67550	30	MUNICIPAL INSURANCE TRUST	06/05/2024	<u>\$743.80</u>
67551	30	Spectrum Business	06/05/2024	<u>\$169.98</u>
67552	30	TAR HEEL TIRE SALES/SERVICE	06/05/2024	<u>\$30.08</u>
67553	30	WARREN AUTO PARTS, INC.	06/05/2024	<u>\$33.08</u>
67554	30	AMAZON CAPTIAL SERVICES, INC.	06/07/2024	<u>\$124.60</u>
67555	30	DOCUMENT SYSTEMS, INC	06/07/2024	<u>\$332.09</u>
67556	30	DUKE ENERGY PROGRESS	06/07/2024	<u>\$2,345.80</u>
67557	30	U.S. POSTAL SERVICE	06/07/2024	<u>\$246.00</u>
67558	30	UNITED PARCEL SERVICE	06/07/2024	<u>\$116.26</u>
67559	30	PLATTERIFIC CATERING, LLC	06/10/2024	<u>\$306.37</u>
67560	30	Community Eye Care	06/11/2024	<u>\$135.20</u>
67561	30	DUKE ENERGY PROGRESS	06/11/2024	<u>\$169.42</u>
67562	30	FOSTER SEPTIC TANK CLEANING	06/11/2024	<u>\$1,375.00</u>
67563	30	Joe Barr	06/11/2024	<u>\$135.00</u>

Check Listing

Date From: 6/1/2024 Date To: 6/30/2024

Vendor Range: 1 800 FLAGPOLE.COM - ZIMA CORPORATION

Town of Warrenton
07/02/2024 11:47 AM

Page: 2 of 3

Check Number	Bank	Vendor	Date	Amount
67564	30	OLIVIA CASHAW	06/11/2024	<u>\$90.15</u>
67565	30	SONITROL INTEGRATED SECURITY	06/11/2024	<u>\$1,395.00</u>
67566	30	UNITED PARCEL SERVICE	06/11/2024	<u>\$32.90</u>
67567	30	WRIGHT EXPRESS FSC	06/11/2024	<u>\$1,262.19</u>
67568	30	ZIMA CORPORATION	06/11/2024	<u>\$2,405.28</u>
67569	30	DUKE ENERGY PROGRESS	06/17/2024	<u>\$10,649.16</u>
67570	30	GFL ENVIRONMENTAL	06/17/2024	<u>\$561.39</u>
67571	30	GRANVILLE FARMS, INC.	06/17/2024	<u>\$8,445.50</u>
67572	30	GUPTON SERVICES, INC	06/17/2024	<u>\$130.00</u>
67573	30	HACH COMPANY	06/17/2024	<u>\$119.86</u>
67574	30	LAKE GASTON SIGNS & GRAPHIC CO.	06/17/2024	<u>\$38.00</u>
67575	30	Meredith Valentine	06/17/2024	<u>\$52.87</u>
67576	30	WARREN COUNTY PUBLIC WORKS	06/17/2024	<u>\$1,637.48</u>
67577	30	WOMACK PUBLISHING CO. INC.	06/17/2024	<u>\$58.00</u>
67578	30	FRONTIER NATURAL GAS	06/18/2024	<u>\$12.42</u>
67579	30	QUICK PRINT	06/18/2024	<u>\$240.19</u>
67580	30	TIME WARNER CABLE	06/18/2024	<u>\$189.98</u>
67581	30	FIRST CITIZENS BANK	06/19/2024	<u>\$2,070.80</u>
67582	30	AMAZON CAPTIAL SERVICES, INC.	06/19/2024	<u>\$149.98</u>
67583	30	AT&T MOBILITY II LLC	06/19/2024	<u>\$772.88</u>
67584	30	DUKE ENERGY PROGRESS	06/19/2024	<u>\$231.33</u>
67585	30	FRONTIER NATURAL GAS	06/19/2024	<u>\$8.28</u>
67586	30	MONCURE HOMES	06/19/2024	<u>\$1,607.14</u>
67587	30	PETE SMITH TIRE & QUICK LUBE, INC	06/19/2024	<u>\$13.47</u>
67588	30	PRO, INC.	06/19/2024	<u>\$4,000.00</u>
67589	30	MUNICIPAL INSURANCE TRUST	06/20/2024	<u>\$4.10</u>
67590	30	AMAZON CAPTIAL SERVICES, INC.	06/20/2024	<u>\$289.28</u>
67591	30	NORTH CAROLINA 811, INC	06/20/2024	<u>\$25.00</u>
67592	30	PETE SMITH TIRE & QUICK LUBE, INC	06/20/2024	<u>\$109.33</u>
67593	30	AT&T MOBILITY II LLC	06/20/2024	<u>\$798.20</u>
67594	30	BARBARA MEDLIN KOEHN	06/20/2024	<u>\$86.39</u>
67595	30	PROFESSIONAL MAIL SERVICES, INC	06/26/2024	<u>\$155.10</u>

Check Listing

Date From: 6/1/2024 Date To: 6/30/2024
Vendor Range: 1 800 FLAGPOLE.COM - ZIMA CORPORATION

Town of Warrenton
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Check Number	Bank	Vendor	Date	Amount
67596	30	PROFESSIONAL MAIL SERVICES, INC	06/26/2024	\$484.61
67597	30	PRUDENTIAL RETIREMENT	06/26/2024	\$1,211.72
67598	30	SCHOOL OF GOVERNMENT AT UNC	06/26/2024	\$3,850.00
67599	30	TAR HEEL TIRE SALES/SERVICE	06/26/2024	\$239.02
67600	30	COLUMBIAN MUTUAL LIFE INS CO	06/28/2024	\$36.89
67601	30	DUKE ENERGY PROGRESS	06/28/2024	\$105.64
67602	30	GREGORY POOLE EQUIPMENT CO.	06/28/2024	\$1,635.22
67603	30	INFORMATION TECHNOLOGY SERVICE	06/28/2024	\$237.94
67604	30	Marlin Leasing Corporation	06/28/2024	\$161.85
67605	30	POINTE REALTY GROUP	06/28/2024	\$76.50
67606	30	VC3, Inc.	06/28/2024	\$1,085.07
67607	30	VERIZON WIRELESS	06/28/2024	\$320.08
67608	30	WARREN AUTO PARTS, INC.	06/28/2024	\$548.60
77	Checks Totaling -			\$80,720.34

Totals By Fund

	Checks	Voids	Total
34	\$379.02		\$379.02
36	\$566.60		\$566.60
37	\$16,059.63		\$16,059.63
38	\$29,343.47		\$29,343.47
39	\$28,764.48		\$28,764.48
67	\$5,607.14		\$5,607.14
Totals:	\$80,720.34		\$80,720.34

Memo

To: Town Commissioners
From: Bill Perkinson
CC: Mayor, Town Administrator
Date: July 3, 2024
Re: June 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) North Main Street Elevated Tank – Repair level/pump controls. (Estimated Cost – Still Gathering Information).
- **Completed Water and Sewer System Maintenance/Repair Related Information:**
(1) Repair – Woods Batwing Mower. Replaced tire. Repair Shop: Tarheel Tire (Labor and Materials - \$223.00). (2) Repair Parts – Mission SCADA units. Purchased 3 transducers (0 – 75 PSI). Vendor: Mission Communications (Parts - \$816.36). (3) Emergency Repair – Red Hill Loop Road Sewer Lift Station. Replaced 2 wet well level floats. Contractor: Breedlove Electric (Labor – \$165.00, Parts provided by Town). (4) Preventative Maintenance – Town Operated Sewer Lift Stations (4). Cleaned grease and scum from wet wells. Contractor: Foster Septic Tank Service (Labor and Mobilization - \$625.00). (5) Repair Parts – Riggans Sewer Lift Station Generator. Purchased replacement fuel actuator/governor. Supplier: Gregory Poole (Parts - \$1,524.69).

Total cost for Maintenance and Repair Equipment (Account No. 38-851-351 & 38-852-351) - \$1,037.36

Total cost for External Contract Maintenance and Repair (Account No. 38-851-448 & 38-852-448) - \$2,314.69

- **High Priority Unfunded Repair - No. 1:** Water System Pressure Reducing Valves Replacement. Note: These valves are approximately 45 years old and are no longer functioning properly. They are critical for the proper operation of the water system. **(Total cost to replace the 8-inch PRV and the 4-inch PRV – \$24,150.00)**
- **High Priority Unfunded Repair – No. 2:** Fairlane Elevated Tank Altitude Valve. Note: This valve is approximately 56 years old and is no longer functioning properly. It is critical for the proper operation of the tank. **(Total Cost to replace the altitude valve and associated isolation valves – \$22,700.00)**
- **High Priority Unfunded Repair – No. 3:** Additional Cost to complete Mission SCADA units' installation at three of the Town operated sewer lift stations. The auto-dialer has failed at one of these stations. These units are critical for compliance and proper operation of our sewer lift stations. **(Additional Cost –\$7,484.00)**
- **Water and Sewer Adjustment Request:** For consideration at the July 8, 2024, meeting of the Board of Commissioners. **Grain Hustle/Angela Whitney** – 112 Madison St., Account #004-0000910-2. Billing Period: May 15, 2024 – June 17, 2024. Leak occurred between meter box and structure. Normal usage 3,000 gallons. Request is for sewer adjustment of 34,000 gallons at \$14.65/1000. Total \$498.10. 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: July 3, 2024
Re: June 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)** Survey to Troubleshoot Equipment Issue. Influent Works - Mechanical Bar Rake. Contractor: Zima Corporation (Labor and Travel - \$2,405.28) **(2)** Preventative Maintenance. Oxidation Ditch No. 2. Removed scum. Contractor: Foster Septic Tank Service (Labor and Mobilization - \$1,375.00)

Total cost for Repairs (Account No. 39-861-342) - \$3,780.28

- **Plant Discharge Quality:** Our discharge quality remained good throughout the entire month. 8.81 million gallons were treated.



Warrenton Police Department

Monthly Summary/ July 2024

Incident Briefs

6/2/2024	Injury to Real Property Larceny-Misdemeanor	Closed by Other Means
6/16/2024	Damage to Personal Property	Closed by Other Means
6/23/2024	Found Property- Same has been returned	Closed
6/29/2024	Assault w/Deadly Weapon Inflicting Serious Injury	Active

Activity Log Event Summary (Cumulative Totals)

Warrenton Police Department

(06/01/2024 - 06/30/2024)

911 Hang-up	1	Accident	2
Alarm Activation	5	Assault-Physical	1
Assist Fire Dept	1	Assist Motorist	2
Assist NPD	1	Assist WC EMS	7
Assist WCSO	9	Complaint	1
Disabled Vehicle	1	Disturbance	3
Domestic	1	Escort	1
False Report	1	Follow up Investigation	4
Found Property/Item	1	Funeral Escort	2
Injury to Personal Property	1	Investigation and/or Interview	1
Larceny	1	Other	1
Patrol	3	Property Check – Business	12
Stolen Vehicle	1	Suspected Drunk Driver	1
Suspicious Person / Vehicle	5	Talk with Officer	2
Traffic Control	1	Traffic Stop	1
Trespassing	2		

Total Number Of Events: 76



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

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

BOC Meeting June 2024 – Action Items Checklist

1. Execute annexation resolution, file copy of resolution with Register of Deeds, update Ordinance Book as addition to Table 1. (cont.)
 - ✓ Done for Hayley Haywood property. Mayor reviewing other annexed properties.
2. Make changes to zoning map with Reynolds Tavern change. (cont.)
3. Vacant Building Ordinance letters... work with Commissioner Sourelis (cont.)
4. Evaluate mobile bathroom rental requirements and costs (cont.)
5. Send adopted budget to printer.
 - ✓ Done
6. Discuss with County Manager funding for WWTP, including loans and federal or state legislative appropriations.
 - ✓ County Manager taking concerns to her Board. Also put on agenda for joint meeting scheduled for August 21, 2024
7. Work with Mayor and Commissioners on meeting with Norlina elected officials.
 - ✓ Waiting till after discussion with County Manager of WWTP needs.
8. Execute resolution for award of service firearm.
 - ✓ Done
9. Issue special use permits for approved applications.
 - ✓ 2 of 3 done. Third applicant has not submitted his application fee.
10. Execute agreements for Neighborhood Revitalization rehab of Bute and S. Bragg houses.
 - ✓ Done
11. Execute service agreement for generator with Gregory Poole. Cancel agreement with National Power.
 - ✓ Sent termination email to National Power. Waiting until new FY to generate PO and execute agreement with Gregory Poole.

Budget vs Actual

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Period Ending 6/30/2024

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	2,660.00	7,510.00	27,630.00	(3,370.00)	89%	
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	2,660.00	7,510.00	42,500.00	(3,370.00)	93%	
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	0.00	181.84	479.58	2,383.99	616.01	79%	
34-405-251 Telephone/Internet	3,000	93.38	197.18	591.54	2,691.44	215.18	93%	
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	37.50	0.00	0.00	112.50	20.00	88%	
34-405-422 Rent Paid by Town	36,000	0.00	0.00	6,000.00	36,000.00	0.00	100%	
Non-Departmental Totals:	45,870	840.88	379.02	7,301.12	44,066.39	962.73	98%	
Expenses Totals:	45,870	840.88	379.02	7,301.12	44,066.39	962.73	98%	
34 FRONTIER WARREN	Revenues Over/(Under) Expenses:		2,280.98	208.88	(1,566.39)			

Budget vs Actual

Town of Warrenton
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Period Ending 6/30/2024

37 GENERAL FUND							
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
Revenues							
37-302-301 Ad Valorem Taxes - Current	456,502	0.00	3,370.72	15,907.76	425,010.09	(31,491.91)	93%
37-302-302 Ad Valorem Taxes - Prior Year	4,000	0.00	16.56	498.15	4,961.59	961.59	124%
37-302-303 Ad Valorem Taxes - all other prior years	4,000	0.00	78.83	78.83	1,232.44	(2,767.56)	31%
37-302-304 Ad Valorem Taxes - Penalties & Interest	4,000	0.00	280.96	990.38	2,576.93	(1,423.07)	64%
37-307-310 Motor Vehicles - Current	43,259	0.00	4,335.20	11,021.72	43,440.39	181.39	100%
37-320-320 Local Option Sales Tax Monthly	385,000	0.00	32,312.29	88,531.21	283,613.00	(101,387.00)	74%
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	27,403.96	27,403.96	69,267.44	(16,732.56)	81%
37-325-326 Beer & Wine Tax Annual	3,400	0.00	0.00	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	0.00	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	300.00	800.00	3,525.00	1,725.00	196%
37-345-346 Code Enforcement	2,750	0.00	325.00	700.00	3,155.00	405.00	115%
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	16,910.87	51,479.72	203,486.91	(4,737.09)	98%
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	0.00	15.00	45.00	(10.00)	82%
37-351-357 Court Fees	200	0.00	0.00	36.71	269.89	69.89	135%
37-351-360 Cell Tower Rent	32,340	0.00	0.00	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	0.00	6.47	55.44	5.44	111%

Budget vs Actual

Town of Warrenton
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Period Ending 6/30/2024

37 GENERAL FUND							
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
37-365-345 HDC Debt Setoff	0	0.00	604.00	604.00	604.00	604.00	
37-365-351 Revitalization Comm	11,285	0.00	0.00	6,755.00	11,285.00	0.00	100%
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	9,681.88	55,931.67	(4,743.33)	92%
37-365-371 WS 25% of GF Exp	107,630	0.00	0.00	16,671.24	102,662.50	(4,967.50)	95%
37-365-374 Insurance Proceeds GF	0	0.00	0.00	2,137.41	2,137.41	2,137.41	
37-365-401 Mis/Revenue/License Tags	2,000	0.00	110.00	112.97	40.97	(1,959.03)	2%
37-365-410 Interest Investment NCCMT	20,000	0.00	0.00	4,912.39	26,507.03	6,507.03	133%
37-365-501 Misc Revenue POLICE	500	0.00	20.50	20.50	20.50	(479.50)	4%
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:	1,599,075	0.00	86,068.89	248,235.58	1,343,357.25	(255,718.13)	84%
Expenses							
37-401-010 Salary - Full Time	170,770	0.00	13,687.80	41,063.40	166,687.23	4,082.77	98%
37-401-012 Salary - Adm Assistant	52,868	0.00	4,024.00	12,072.00	50,850.00	2,018.00	96%
37-401-020 ER-FICA Taxes	13,064	0.00	1,046.52	3,139.56	12,589.91	474.09	96%
37-401-021 ER-FICA Taxes - Adm Assistant	4,045	0.00	307.24	921.72	4,036.20	8.80	100%
37-401-030 ER-Retirement - Orbit	44,057	0.00	3,489.22	10,467.66	42,854.78	1,202.22	97%
37-401-040 ER-Health Insurance	38,375	435.51	77.49	6,271.47	36,702.11	1,237.38	97%
37-401-050 ER-Life Insurance	576	0.00	48.00	96.00	576.00	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	4,520	334.43	480.14	749.13	3,101.31	1,084.62	76%
37-401-250 Light, Heat & Security	8,856	125.64	1,040.02	2,131.01	8,730.73	0.00	100%
37-401-251 Telephone & Postage	4,515	187.50	281.10	751.47	2,898.75	1,428.75	68%
37-401-255 Bldg. Maint/ Clean SVS	6,070	609.99	0.00	219.99	4,634.70	825.31	86%
37-401-256 Bank Fees/ Petty Cash	3,750	0.00	300.00	900.00	3,610.00	140.00	96%

Budget vs Actual

Town of Warrenton
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Period Ending 6/30/2024

37 GENERAL FUND							
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
37-401-295 Training	1,140	0.00	770.00	855.00	987.08	152.92	87%
37-401-301 Computer Maint	4,815	602.68	271.27	1,167.74	4,212.31	0.01	100%
37-401-302 Software Support	3,478	473.20	35.98	107.94	2,994.70	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	2,285	0.00	221.37	331.37	2,259.56	25.00	99%
37-401-309 Advertising	2,270	636.60	0.00	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	973.23	0.00	0.00	5,489.36	537.41	92%
37-401-401 County Tax Collection Svs	7,994	0.00	56.20	262.10	6,583.95	1,410.05	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	0.00	2,358.32	18,301.79	(18,301.79)	
37-401-499 Miscellaneous Expense	155	0.00	(10,000.00)	(10,000.00)	(9,845.00)	10,000.00	-6352%
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	5,578.78	16,136.35	75,822.62	422,312.11	10,009.05	98%
37-402-014 Mayor Part Time Salary	1,500	0.00	125.00	375.00	1,500.00	0.00	100%
37-402-020 ER - FICA TAXES	115	0.00	9.56	28.68	114.72	0.28	100%
37-402-060 Workers Comp Mayor & Council	70	0.00	0.00	0.00	57.68	12.32	82%

Budget vs Actual

Town of Warrenton
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Period Ending 6/30/2024

37 GENERAL FUND							
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
37-402-295 Training	930	0.00	192.50	192.50	892.50	37.50	96%
37-402-402 Commission offsite meetings	200	0.00	0.00	0.00	158.00	42.00	79%
Governing Body Totals:	2,815	0.00	327.06	596.18	2,722.90	92.10	97%
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	10,440	3,000.00	38.00	6,142.47	6,874.81	565.59	95%
37-405-470 Small Town Maint St	2,500	0.00	0.00	625.14	1,706.69	793.31	68%
Non-Departmental Totals:	18,814	3,000.00	38.00	6,767.61	11,030.94	4,782.68	75%
37-501-010 SALARY FULL TIME	172,396	0.00	9,532.84	28,531.50	153,960.15	18,435.60	89%
37-501-014 Salary - Part Time	105,000	0.00	5,085.00	20,310.00	99,197.42	5,802.58	94%
37-501-016 Salary - Admin Assistant	37,100	0.00	2,811.20	8,433.60	35,690.00	1,410.00	96%
37-501-019 Salary - Over-Time	17,000	0.00	0.00	394.23	15,360.63	1,639.37	90%
37-501-020 ER-FICA Taxes	24,438	0.00	1,329.12	4,399.10	23,157.46	1,280.54	95%
37-501-030 ER - Retirement Orbit	52,203	340.00	2,545.22	7,704.01	42,167.52	9,695.48	81%
37-501-031 ER - 401K 5%	13,618	4,927.53	476.64	1,446.29	8,690.47	0.00	100%
37-501-040 ER - Health Insurance	41,120	2,179.14	63.56	1,994.41	21,085.54	17,855.32	57%
37-501-050 ER - Life Insurance	1,010	0.00	48.00	80.00	675.79	334.21	67%
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	86.39	86.39	490.31	509.69	49%
37-501-203 Supplies	5,400	526.88	646.97	1,597.04	4,862.39	10.73	100%
37-501-204 Uniforms	5,000	36.11	213.89	423.88	2,395.47	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	125.64	835.38	1,465.69	6,894.32	2,480.04	74%
37-501-251 Telephone & Postage	9,237	1,873.10	1,082.60	1,943.60	7,099.31	264.59	97%
37-501-252 Fuel	23,000	0.00	1,262.19	4,437.46	20,908.77	2,091.23	91%
37-501-255 Bldg Maint/Clean Svs	6,320	610.00	0.00	219.99	4,778.68	931.32	85%

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37 GENERAL FUND								
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent	
37-501-295 Training	2,000	0.00	0.00	44.60	891.56	1,108.44	45%	
37-501-301 Computer Maint	5,990	602.69	271.27	1,363.74	4,863.81	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	0.00	1,139.28	1,717.62	897.47	70%	
37-501-371 2017 Dodge Car 200	4,350	500.00	0.00	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	0.00	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	2,047.68	0.00	0.00	10,475.62	5,476.70	70%	
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	461.38	1,201.12	1,845.12	2,274.57	186.87	94%	
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%	

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37 GENERAL FUND								
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent	
37-501-832 Police 2017 Cars Loan Interest (USDA)	297	0.00	0.00	0.00	296.17	0.83	100%	
37-501-833 Police Security Camera Loan Interest (USDA)	31	0.00	0.00	0.00	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	18,925.83	27,491.39	93,789.41	537,855.46	84,821.53	87%	
37-601-014 Salary - Part Time Code Enforcement	2,682	0.00	306.00	657.90	2,459.77	222.23	92%	
37-601-020 ER-FICA Taxes	230	0.00	23.40	50.31	188.13	41.87	82%	
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	0.00	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	329.40	12,374.87	69,981.39	6,343.61	92%	
37-651-330 Christmas Lights/Santa House	1,746	0.00	0.00	0.00	1,644.95	101.05	94%	
37-651-331 Haley Haywood Park	769	0.00	0.00	0.00	156.00	613.00	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	0.00	977.74	4,612.43	0.91	100%	
37-651-335 Street Lighting Electric Bill	28,807	0.00	2,593.14	7,642.38	28,683.82	123.18	100%	
Signs and Lights Totals:	36,750	164.66	2,593.14	8,620.12	35,747.20	838.14	98%	
37-701-010 Salary - Full Time	57,445	0.00	3,939.61	12,968.81	56,816.37	628.63	99%	
37-701-014 Salary - Part Time	17,161	0.00	1,249.32	3,942.84	15,636.77	1,524.23	91%	
37-701-019 Over-Time	1,338	0.00	0.00	409.70	532.61	805.39	40%	
37-701-020 ER-FICA Taxes	5,964	0.00	395.77	1,321.49	5,567.83	396.17	93%	

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37 GENERAL FUND							
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
37-701-030 ER - Retirement - Orbit	14,858	0.00	1,022.22	3,412.30	13,989.25	868.75	94%
37-701-040 ER-Health Insurance	21,680	246.85	36.31	3,455.53	20,791.05	642.10	97%
37-701-050 ER-Life Insurance	468	0.00	27.20	54.40	468.00	0.00	100%
37-701-060 ER-Workman's Comp	1,762	0.00	0.00	0.00	1,761.51	0.00	100%
37-701-203 Supplies	4,904	117.00	208.99	620.62	4,786.86	0.63	100%
37-701-204 Uniforms	4,212	858.38	403.70	822.88	3,353.62	0.00	100%
37-701-251 Telephone & Postage	925	0.00	57.71	173.13	692.55	232.45	75%
37-701-252 Fuel	12,043	632.85	32.64	1,517.07	9,497.44	1,912.71	84%
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	7,140	89.68	0.00	0.00	7,049.90	0.42	100%
37-701-400 Liability Insurance	6,899	1,525.70	0.00	0.00	5,372.91	0.39	100%
37-701-431 Street Debris Disposal	1,152	0.00	0.00	0.00	1,000.00	152.00	87%
37-701-895 Mowing	(16,000)	0.00	(1,333.00)	(3,999.00)	(15,996.00)	(4.00)	100%
Streets Totals:	156,579	3,470.46	6,040.47	25,678.12	145,948.00	7,160.54	95%
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	11,766.24	49,768.50	(780.50)	102%
37-801-019 Salary - Over Time Sanitation	380	0.00	0.00	262.50	365.90	14.10	96%
37-801-020 ER - FICA Sanitation	3,954	0.00	293.44	900.41	3,749.51	204.49	95%
37-801-030 ER - Retirement - Orbit Sanitation	10,185	0.00	772.64	2,317.92	9,817.49	367.51	96%
37-801-040 ER - Health Insurance	17,048	196.07	27.76	2,696.94	16,037.49	814.44	95%
37-801-050 ER - Life Insurance	260	0.00	21.60	43.20	259.20	0.80	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	284.50	284.50	741.99	258.01	74%
37-801-204 Uniforms	2,808	628.74	251.22	510.30	2,179.26	0.00	100%
37-801-251 Telephone & Postage	720	0.00	30.74	92.22	368.88	351.12	51%
37-801-252 Fuel	3,645	232.44	0.00	517.56	2,620.18	792.38	78%

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37 GENERAL FUND							
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
37-801-350 Landfull Fees	20,250	1,202.48	1,637.48	4,750.97	18,797.52	250.00	99%
37-801-352 Vehicle Maintenance	1,000	0.00	0.00	0.00	680.09	319.91	68%
37-801-400 Liability Insurance	4,368	985.26	0.00	0.00	3,382.04	0.70	100%
Sanitation Totals:	119,021	3,244.99	7,241.46	24,142.76	113,182.89	2,593.12	98%
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:	1,599,075	34,384.72	60,197.27	250,507.55	1,431,971.75	132,718.91	92%
37 GENERAL FUND Revenues Over/(Under) Expenses:			25,183.47	(2,271.97)	(88,614.50)		

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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	66,264.81	192,295.27	737,019.42	(112,418.58)	87%
38-351-402 Debt Setoff WATER	224	0.00	0.00	981.78	1,161.21	937.21	518%
38-351-404 Sewer Services	632,186	0.00	46,326.87	135,472.48	535,692.93	(96,493.07)	85%
38-351-407 Debt Setoff SEWER	196	0.00	0.00	1,055.91	1,247.84	1,051.84	637%
38-351-408 Town Taps/Connection Fee	18,000	0.00	6,358.36	27,964.99	36,514.93	18,514.93	203%
38-351-416 Dis/Reconnection Fee	9,122	0.00	690.00	1,260.00	7,255.64	(1,866.36)	80%
38-351-417 Fire Sprinkler	2,176	0.00	196.14	588.42	2,336.88	160.88	107%
38-351-418 Late Fees/Penalty/Cut Off	21,850	0.00	1,857.74	5,101.82	21,659.24	(190.76)	99%
38-351-419 Returned Check Fee	825	0.00	75.00	225.00	750.00	(75.00)	91%
38-351-420 Debt Setoff Late Fees/Penalty/Cut Off	91	0.00	0.00	322.33	476.85	385.85	524%
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	2,452.91	13,243.04	5,059.04	162%
38-365-421 Account Activation Fee	2,813	0.00	75.00	500.00	2,375.00	(438.00)	84%
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	121,843.92	368,224.07	1,368,115.73	(202,400.27)	87%
Expenses							
38-851-010 Salary Full Time	106,055	0.00	9,511.92	28,535.76	106,972.72	(917.72)	101%
38-851-014 Salary - Part Time	13,120	0.00	655.86	2,016.11	12,949.10	170.90	99%
38-851-019 Salary Over-Time	5,005	0.00	580.07	1,414.08	4,119.39	885.61	82%
38-851-020 ER-FICA Taxes	9,570	0.00	787.04	2,339.86	9,052.74	517.26	95%
38-851-030 ER - Retirement Orbit	16,846	0.00	1,810.42	4,962.76	16,952.20	(106.20)	101%

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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	40.35	4,863.16	23,966.89	529.11	98%	
38-851-050 ER - Life Insurance	500	0.00	34.56	69.12	394.23	105.77	79%	
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	476.91	783.45	5,196.35	33,959.88	499.74	99%	
38-851-204 Uniforms	2,496	273.81	296.09	608.56	2,222.19	0.00	100%	
38-851-250 Light & Heat & Security	6,090	476.90	531.13	897.85	4,772.48	840.62	86%	
38-851-251 Telephone & Postage	9,819	343.70	843.47	2,421.99	9,344.08	131.22	99%	
38-851-252 Fuel	10,300	1,904.32	32.63	1,085.54	6,181.63	2,214.05	79%	
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	123.65	180.66	668.91	2,699.48	374.87	88%	
38-851-295 Training	563	0.00	481.25	481.25	481.25	81.25	86%	
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	574.65	256.98	853.16	2,860.29	65.06	98%	
38-851-302 Software Support	9,000	336.30	0.00	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	12.50	12.50	37.50	426.84	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	19,749	0.00	0.00	4,977.39	19,731.97	17.03	100%	
38-851-347 Lab Analysis	2,210	215.00	0.00	495.00	1,995.00	0.00	100%	
38-851-351 Maint. & Repair Equip	2,208	25.12	649.22	2,564.68	2,182.75	0.13	100%	
38-851-352 Vehicle Maintenance	1,428	374.23	0.00	71.80	1,052.01	1.76	100%	
38-851-400 Town Liability Insurance	10,659	2,318.25	0.00	0.00	8,340.05	0.70	100%	
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	35,717.27	18,282.73	51,878.68	187,492.46	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%	

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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	27,000.00	27,000.00	29,271.50	0.50	100%
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	13,826.24	13,826.24	15,195.24	0.76	100%
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	3,999.00	15,996.00	4.00	100%
38-851-896 WS 25% of GF Expense	53,815	0.00	0.00	8,335.62	51,331.24	2,483.76	95%
38-851-998 Contingency	78	0.00	0.00	0.00	0.00	77.50	
Water Totals:	693,015	43,477.61	77,929.57	177,187.94	632,272.61	17,264.78	98%
38-852-010 Salary - Full Time	106,916	0.00	10,043.89	29,067.73	107,833.53	(917.53)	101%
38-852-014 Salary - Part Time	13,131	0.00	655.86	2,016.11	12,948.62	182.38	99%
38-852-019 Salary - Over Time Sewer	7,362	0.00	386.89	1,236.32	5,811.86	1,550.14	79%
38-852-020 ER - FICA Sewer	9,756	0.00	844.52	2,461.67	9,641.76	114.24	99%
38-852-030 ER-Retirement Orbit	17,294	0.00	1,873.58	5,039.30	17,387.92	(93.92)	101%
38-852-040 ER-Health Insurance SEWER	24,165	0.00	64.41	4,911.29	24,021.07	143.93	99%
38-852-050 ER-Life Insurance	500	0.00	40.32	80.64	382.71	117.29	77%
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	477.28	540.33	5,347.68	20,023.90	221.35	99%
38-852-204 Uniforms	2,496	274.06	296.07	608.51	2,221.94	0.00	100%
38-852-250 Light & Heat & Security	6,028	728.70	531.12	897.82	5,282.99	16.31	100%
38-852-251 Telephone & Postage	10,047	343.78	862.57	2,602.79	9,498.94	204.28	98%
38-852-252 Fuel	10,001	1,904.36	32.63	1,085.53	6,225.89	1,870.75	81%
38-852-255 Bldg. Maint/Clean Svs	3,114	305.01	0.00	110.01	2,224.93	584.06	81%
38-852-260 Electric Tank/Pumps	10,722	114.47	886.72	2,815.83	10,594.85	12.68	100%
38-852-295 Training	563	0.00	481.25	481.25	481.25	81.25	86%

Budget vs Actual

Town of Warrenton
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Period Ending 6/30/2024

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	574.67	256.98	853.15	2,860.27	1,565.06	69%	
38-852-302 Software Support	9,000	336.30	0.00	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	12.50	12.50	37.50	426.83	0.00	100%	
38-852-313 State Permits	1,960	0.00	0.00	1,760.00	1,960.00	0.00	100%	
38-852-351 Maint & Repair Equip	3,036	25.12	388.14	2,511.61	3,010.70	0.18	100%	
38-852-352 Vehicle Maintenance	3,750	374.22	0.00	71.80	1,051.96	2,323.82	38%	
38-852-400 Liability Insurance	5,851	1,141.82	0.00	0.00	4,327.65	381.53	93%	
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	27,647	7,699.35	2,314.69	6,015.09	19,946.62	1.20	100%	
38-852-473 WWTP Rehab Annual Payment	23,918	0.00	0.00	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	27,000.00	27,000.00	29,271.50	0.50	100%	
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	13,826.26	13,826.26	15,195.26	0.74	100%	
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

Town of Warrenton
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Period Ending 6/30/2024

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	8,335.62	51,331.26	2,483.74	95%	
Sewer Expenses Totals:	868,187	14,311.64	61,338.73	167,280.15	783,167.30	70,708.06	92%	
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	57,789.25	139,268.30	344,468.09	1,415,439.91	97,286.84	94%	
38 WATER / SEWER Revenues Over/(Under) Expenses:			(17,424.38)	103,055.98	(47,324.18)			

Budget vs Actual

Town of Warrenton
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Period Ending 6/30/2024

39 WWTP								
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent	
Revenues								
39-351-405 Septic Disposal Service	62,340	0.00	145.00	9,980.00	39,640.00	(22,700.00)	64%	
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	145.00	65,477.55	768,804.90	(143,469.10)	84%	
Expenses								
39-861-010 Salary - Full Time	197,590	0.00	16,988.81	50,122.69	199,425.47	(1,835.47)	101%	
39-861-014 Salary - Part Time	15,816	0.00	1,560.72	4,691.55	15,719.34	96.66	99%	
39-861-019 Over-Time	13,519	0.00	2,129.64	3,440.76	13,521.90	(2.90)	100%	
39-861-020 ER-FICA Taxes	18,809	0.00	1,387.26	3,872.46	15,064.58	3,744.42	80%	
39-861-030 ER - Retirement Orbit	40,635	0.00	3,557.28	9,579.89	35,865.48	4,769.52	88%	
39-861-040 ER- Health Insurance	45,453	0.00	100.16	7,636.99	41,581.16	3,871.84	91%	
39-861-050 ER-Life Insurance	625	0.00	68.32	136.64	600.06	24.94	96%	
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	62,753	677.92	3,552.01	14,501.31	61,542.64	531.97	99%	
39-861-204 Uniforms	4,883	478.36	567.94	1,161.40	4,404.64	0.00	100%	
39-861-250 Light, Heat & Security	119,000	0.00	8,425.83	25,854.65	112,062.01	6,937.99	94%	
39-861-251 Telephone & Postage	9,050	437.52	596.47	1,628.82	7,035.08	1,577.40	83%	
39-861-252 Fuel	9,735	2,057.42	0.00	990.05	6,558.97	1,118.61	89%	
39-861-295 Training	1,125	0.00	962.50	962.50	962.50	162.50	86%	
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	732.83	271.27	1,037.75	5,042.40	0.77	100%	
39-861-302 Software Support	4,233	1,022.55	0.00	370.57	3,210.05	0.40	100%	
39-861-305 Technology Upgrades	1,993	0.00	0.00	0.00	1,498.05	494.95	75%	
39-861-309 Advertising	729	0.00	58.00	58.00	728.00	1.00	100%	
39-861-310 Dues & Subscriptions	139	0.00	0.00	0.00	139.33	0.00	100%	

Budget vs Actual

Town of Warrenton
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Period Ending 6/30/2024

39 WWTP							
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
39-861-318 Freight Charges	2,746	101.09	149.16	567.37	2,425.97	218.94	92%
39-861-342 Maint & Repair Plant	102,525	3,338.94	3,780.28	5,267.28	99,186.06	0.00	100%
39-861-344 Sludge Removal	69,000	7,870.50	8,445.50	16,446.50	61,129.50	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	11,764	0.00	174.56	236.85	11,762.77	1.23	100%
39-861-347 Lab Analysis	21,937	389.00	0.00	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	293.05	115.89	163.76	694.72	415.23	70%
39-861-400 Liability Insurance	19,679	4,078.79	0.00	0.00	15,599.64	0.57	100%
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	0.00	0.00	349.20	524.20	0.80	100%
39-861-444 Permits & Fees	15,735	0.00	825.00	2,475.00	13,960.00	1,775.00	89%
39-861-446 Influent Debris Removal	6,466	0.00	561.39	1,684.18	6,461.73	4.27	100%
39-861-500 Capital Outlay \$5000 and Over	5,685	0.00	0.00	0.00	5,685.47	0.00	100%
39-861-810 NCDEQ WWTP Phase 2 Principal	23,607	0.00	0.00	0.00	23,606.60	0.40	100%
39-861-897 WWTP 25% of GF Exp	60,675	0.00	0.00	9,681.88	55,931.67	4,743.33	92%
39-861-998 Contingency	1	0.00	0.00	0.00	0.00	0.67	
WWTP - Expenses Totals:	912,274	21,477.97	54,277.99	166,255.05	860,848.54	29,947.49	97%
Expenses Totals:	912,274	21,477.97	54,277.99	166,255.05	860,848.54	29,947.49	97%
39 WWTP Revenues Over/(Under) Expenses:			(54,132.99)	(180,077.50)	(92,043.64)		



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

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

STATUS OF GRANTS

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. Renovation to commence July 8, 2024. Third of three replacement houses now complete (Fairlane Dr.). Resident moving in shortly.

(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. Final repayment made to Commerce and reimbursed by Warrenton Veterinary Clinic. Expect closeout soon.

(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.
- \$32,000 of \$300,000 remaining in budget.

Golden Leaf Storm Water Grant

- Town awarded \$196,447.50 for stormwater repairs to Brehon Street.
- Survey of affected area is complete.
- Engineer preparing bid documents.

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 in July.

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
 - Creation of basic subdivision ordinance

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 N. Hall Sts.
- NCDEQ applications for Waste Water and WWTP submitted for spring round of funding.



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Budget Amendment – 45-Year-old Public Utilities Infrastructure

This budget amendment is to appropriate W/S Fund Balance to replace both the 4-inch and 8-inch Pressure Reducing Valves located in the vault in front of Warren County Public Utilities. All the water supplied to the Town's water system flows through these two valves. The valves throttle the system pressure so that the Town can maintain a consistent system pressure. These valves automatically open and close as needed in their operation.

The cost to **overhaul** just the 45-year-old 8-inch PRV is **\$7,167.00**. This was last quoted in September 2023. I would estimate the price would be at least 10% greater for a current quote.

The cost to **replace** the 8-inch Ross PRV with another Ross unit is **\$12,456.00**. This price does not include peripheral hardware that would need attention also as it is 45 years old. The distributor for Ross is not local and it has been difficult to acquire pricing from him.

The cost to **replace** the 8-inch Ross PRV with the 8-inch Clay-Val is **\$14,850.00**. This is turnkey and includes all peripheral hardware. The distributor is local (Charles P. Underwood, Sanford, NC) and they also provide the labor to install. This option is staff's recommendation.

The 4-inch Ross PRV (45 years old) also needs to be overhauled or replaced. The price of **\$9,300** converts the unit to Clay-Val and includes all peripherals associated with it. Staff also recommend this replacement at the same time as the 8-inch PRV. Based on the age of both units an overhaul is not recommended for either.

Warrenton Budget Amendments

Date:7/8/2024

Number:#1

Purpose of Amendment:

Appropriate Fund Balance from Restricted Enterprise funds to address emergency needs not included in the budget.

Fund Name:

Water/Sewer

Revenue

Account Title/Number:	Increase Amount	Decrease Amount
Aprop FB/38-395-396	\$ 54,334.00	

Subtotal\$ 54,334.00-

Total\$ 54,334.00

Grand Total-

Expenditure

Account Title/Number:	Increase Amount	Decrease Amount
Capital Outlay 5K & Over/38-851-500	\$ 46,850.00	
Capital Outlay 5K & Over/38-852-500	\$ 7,484.00	

\$ 54,334.00-

\$ 54,334.00

Charles R. Underwood, Inc.

Phone: 919-775-2463 Fax: 919-708-7232

To:

Town of Warrenton
PO Box 281
Warrenton, NC 27589

Date	Estimate #
6/13/2024	22858T

Item	Description	Qty	Cost	Total
Non-Stock	8" Pressure reducing valve Replacement We will provide 3 Confined space rescue trained men and tools to: Remove 8" Ross Pressure reducing valve . We will provide and install one Cla-Val 8" 93-01 BYP pressure reducing valve with solenoid override. We will modify piping to accommodate new Cla-Val. We will use existing electrical connection. Materials include 1-8" 93-01 Cla-Val 1-Mega Flange 2- flange kits Misc hardware to restrain existing piping We will test valve after installation Valve will have SS tubes and fittings. CRD pilot 20-105 psi P1-P2 0-200 Solenoid 120/60 will need to Know if valve is energized to open or energized to close	1	14,850.00	14,850.00T
	*****ADDER*****			
Non-Stock	To replace 4" Ross bypass valve We will provide 3 Confined space rescue trained men and tools to: Remove 4" Ross Pressure reducing valve . We will provide and install one Cla-Val 4" 93-01 BYP pressure reducing valve with solenoid override. We will modify piping to accommodate new Cla-Val. We will use existing electrical connection. Materials include 1-4" 93-01 Cla-Val 1-Mega Flange 2- flange kits We will test valve after installation Valve will have SS tubes and fittings. CRD pilot 20-105 psi P1-P2 0-200 Solenoid 120/60 will need to Know if valve is energized to open or energized to close	1	9,300.00	9,300.00T

Subtotal

Sales Tax (6.75%)

Total

Thank you for opportunity to quote
on this project.

Charles R. Underwood, Inc.

Phone: 919-775-2463 Fax: 919-708-7232

To:

Town of Warrenton
PO Box 281
Warrenton, NC 27589

Date	Estimate #
6/13/2024	22858T

Item	Description	Qty	Cost	Total
	<p>-Town of Warrenton is responsible for isolating valve so work can be preformed safely. -We request you to confirm valve can be isolated prior to scheduling crew. -Scada interface is by others. -Lead time is 4-6 weeks after receipt of approved submittals -Price does not include attaching hardware, installation, or other accessories not listed above. -As of March 1, 2016, North Carolina law now requires applicable sales tax on materials, freight, and labor -The above pricing does not include applicable sales tax or freight •Prices are valid for 30 days from the above quote date.</p> <p>As always, we appreciate the opportunity to work with you on this project. If we can be of further service, or if you have any questions, please contact us.</p> <p>Best regards, Gary Wilkinson</p>			

Subtotal	\$24,150.00
Sales Tax (6.75%)	\$1,630.13
Total	\$25,780.13

**Thank you for opportunity to quote
on this project.**

3170 Reps Miller Rd, Ste. 190
Norcross GA 30071
PH: 877-993-1911 FX: 678-969-0541

Date	Quote #
7/1/2024	20053953

Customer Information
Warrenton NC, Town of Attn: Bill Perkins PO Box 281 Warrenton NC 27589

Ship To		
Warrenton NC, Town of Attn: Teresa Harris 738 US Hwy 401 South Warrenton, NC 27589		
End User	Good Through	Terms
Warrenton NC, Town of	7/31/2024	Net 30

Qty	Item	Description	SerialNumber	Service St...	Service ...	Cost	Total
		Warrenton NC, Town of					
1	UM852T	RTU – MyDro Upgrade Tellit LTE Wireless Real-Time Alarm System with Streaming Data – NEMA 4X Enclosure (Outdoor enclosure; Includes all parts for standard installation)	18MIS23589R	Warrenton ...		2,850.00	2,850.00
	T-20%	20% Trade-in Value for RTU or Expansion Board for Upgrade to the MyDro Series. This trade-in value is available in the fifth year of equipment purchase. - Approved per RichardL	18MIS23589			-20.00%	-570.00
1	SP850-36R	Service Package - MyDro M850 Series - 3 year (15% discount included), Renewal	18MIS23589			1,437.00	1,437.00
1	UM852T	RTU – MyDro Upgrade Tellit LTE Wireless Real-Time Alarm System with Streaming Data – NEMA 4X Enclosure (Outdoor enclosure; Includes all parts for standard installation)	18MIS23590R	Red Hill Loop		2,850.00	2,850.00
	T-20%	20% Trade-in Value for RTU or Expansion Board for Upgrade to the MyDro Series. This trade-in value is available in the fifth year of equipment purchase. - Approved per RichardL	18MIS23590			-20.00%	-570.00

Total



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Warren County Water Rate Increase

County raising its rates to its customers effective July 1, 2024. Rate increase will be passed along to Norlina as well as Warrenton.

Expected to increase again on July 1, 2025. The Town is awaiting a schedule of planned increases from Warren County Public Utilities in coming years, which is to pay for \$130 million expansion of KLRWS water plant.

Prior water rate increases from Warren County in December of 2024 caused the Town to increase water rates outlined below:

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

What was not included in the above rate increase was the fixed water rate, which is the difference between what is actually used (both by users and unaccounted for water) and what is reserved for usage by the town. So to make the difference and break even the town increased the usage rate by .37 cents per thousand gallons.

Current water rates, as passed in the FY 2024-25 budget, are below:

1. Super user rate (over 100,000 Gallons Per Month)
 - a. In-Town \$6.09
 - b. Out-of-Town \$ 6.66
2. Regular user rate
 - a. In-Town \$9.09
 - b. Out-of-Town \$12.84

Recommendation

Like predicting the weather... predicting water usage depends very much on the weather, particularly in summer months. Staff need another 30 days to make proper calculations before

making a final recommendation to the Board, but we believe it will cost the Town another \$30,000 or approximately 75 to 79 cents per thousand gallons used. This takes into consideration that there are no move fees for unused water. We are including those savings in our calculations. And the County has informed us that this is the first of many increases to pay for the KLRWS expansion.

Mitch Styers has created a draft modification (Modification #3) to the water purchase agreement and Bill and I have reviewed and then forwarded to the County Manager.

From: Charla Duncan <CharlaDuncan@warrencountync.gov>
Sent: Tuesday, July 2, 2024 12:25 PM
To: townadministrator warrenton.nc.gov; blaine@townofnorlina.com; waycock201@yahoo.com; wgardner@nc.rr.com; Town of Macon; townclerk@townofnorlina.com
Cc: Paula Pulley
Subject: Municipal recommendations for appointment requested for county's TDA
Attachments: 0701202_Resolution to Establish a TDA_Signed.pdf

Follow Up Flag: Follow up
Flag Status: Flagged

Dear Mayors and municipal staff- At their July 1st meeting, the board of commissioners approved a resolution establishing a Warren County Tourism Development Authority (see the attached resolution). In the composition of the TDA board, each of the towns are asked to appoint a representative for a three-year term. We would like to bring a slate of names for consideration to the commissioners at their August 21st work session.

We ask that you please be prepared with your recommended representative by August 9th.

We are currently creating a dedicated Statement of Interest to Serve for the TDA. When that is ready, we will send it out to you for your appointment recommendation to complete. We request that you submit a formal letter of recommendation as well.

Please let me know if you have any questions. I have cc'd our Clerk to the Board of Commissioners, Paula Pulley, on this email. We will follow-up with you soon, but we wanted to go ahead and put this on your radar.

Your recommendation for appointment should be actively involved in the active promotion of travel and tourism in your town/the county and/or be affiliated with a business that collects the occupancy tax in the county (in other words, a short-term rental owner). This person can be a staff member or council-member, but also may be a resident or business owner affiliated with travel and tourism.

Thank you!

Charla Duncan
(she/her) ([what's this?](#))
Community & Economic Development Director
602 W. Ridgeway St., Warrenton, NC 27589
Office Ph. (252) 257-3115
Cell Ph. (252) 213-6510
www.warrencountync.org



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RESOLUTION ESTABLISHING WARREN COUNTY TOURISM DEVELOPMENT AUTHORITY

WHEREAS, the County of Warren is committed to investment in infrastructure and programming that brings visitors to the community; and,

WHEREAS, enhancing the County of Warren's tourism-related assets and the recognition of those assets provide increased economic impact to area short-term lodging facilities, restaurants, and retail establishments; and,

WHEREAS, the North Carolina General Assembly has expressly granted Warren County the authority to enact an Occupancy Tax to support the promotion of and investment in tourism-related assets, said authority being contained in N.C.S.L. 2023-144, Senate Bill 154, Part 13; and,

WHEREAS, the Warren County Board of Commissioners voted unanimously on June 3, 2024, to implement a 5% occupancy tax in Warren County effective July 1, 2024.

NOW, THEREFORE, IN ACCORDANCE WITH N.C.S.L. 2023-144, SENATE BILL 154, Part 13, BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF WARREN COUNTY, NORTH CAROLINA:

Section 1. A Warren County Tourism Development Authority is established as a public authority under the Local Government Budget and Fiscal Control Act.

Section 2. In accordance with N.C.S.L. 2023-144, SENATE BILL 154, Part 13, the Authority's membership composition will be at least one-third of the members shall be individuals who are affiliated with businesses that collect the tax in the county, and at least one-half of the members shall be individuals who are currently active in the promotion of travel and tourism in the county.

The Authority will consist of seven (7) voting members appointed by the Warren County Board of Commissioners. Membership composition will be made from the following areas:

- One (1) Town of Macon representative recommended by the Town of Macon's Board of Commissioners to be appointed to a three-year term.
- One (1) Town of Norlina representative recommended by the Town of Norlina's Board of Commissioners to be appointed to a three-year term.
- One (1) Town of Warrenton representative recommended by the Town of Warrenton's Board of Commissioners to be appointed to a three-year term.
- One (1) representative recommended by the Lake Gaston Regional Chamber of Commerce to be appointed to a three-year term; this representative should be staff of the Chamber, or a member of the Chamber's board that is also a Warren County-based business owner

- o The Director of Warren County Community and Economic Development (CED). The CED Director's term is not limited in the number of years.
- o One (1) short-term rental owner to be appointed to a two-year term; this membership position is intended to be filled by a property owner renting out a private residence as a short-term rental
- o One (1) Warren County hotel, motel, or bed-and-breakfast operator to be appointed to a two-year term; in the absence of such a business, this member can be a private residence short-term rental owner
- o One (1) Warren County tourism-related business owner to be appointed to a two-year term.

Section 3. The finance officer for Warren County shall be the ex officio finance officer of the Authority.

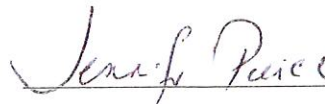
Section 4. The Warren County Board of Commissioners shall designate one member of the Authority as chair and shall determine the compensation, if any, to be paid to members of the Authority.

Section 5. The Authority shall meet at the call of the chair and shall adopt rules of procedure to govern its meetings.

Section 6. The Authority shall expend the net proceeds of the 5% occupancy tax to promote travel and tourism and for tourism-related expenditures, as these terms are defined in N.C.S.L. 2023-144, SENATE BILL 154, Part 13.1.(c).

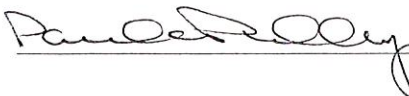
Section 7. The Authority shall report quarterly and at the close of the fiscal year to the Warren County Board of Commissioners on its receipts and expenditures for the preceding quarter and for the year in such detail as the Board of Commissioners may require.

ADOPTED THIS 1ST DAY OF JULY 2024 BY THE WARREN COUNTY BOARD OF COMMISSIONERS.



Jennifer Pierce, Chair

ATTEST:



Paula Pulley, Clerk to the Board

