



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

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**BOARD OF COMMISSIONERS REGULAR MEETING**

**6:45 Public Hearing Special Use Permit**

**7:00 PM Board Meeting**

**February 9, 2026**

**AGENDA**

**Regular Meeting**

1. Call to Order, Pledge of Allegiance and Moment of Silence
2. Conflict of Interest Statement
3. Proposed Agenda
4. Public Comments
5. Minutes of Board Meeting from January 12, 2026
6. 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 Reports
  - e. WWTP Monthly Report
  - f. Police Activity Reports
  - g. Action Items from Prior BOC Meeting
  - h. Status of Grants
7. Committee Reports
  - a. Finance and Administration (Ms. Hunter)
  - b. Public Works (Mr. Blalock)
  - c. Public Safety (Mr. Ayscue)
  - d. Human Resources/Information Technology (Mr. White)
  - e. Revitalization/Historic District Commission (Mr. Coffman)
  - f. Beautification/Facilities (Ms. Sourelis)
  - g. Planning/Zoning/Annexation (Mr. Young)
8. Old Business
  - a. Christmas Decorations – for discussion and consideration
  - b. Budget Amendments 10 – for discussion and consideration
  - c. Budget Amendments 11 – for discussion and consideration
9. New Business
  - a. Grant project ordinance – for discussion and consideration
  - b. Refer Special Use Application to Planning Board & Schedule Public Hearing – for consideration
  - c. Water Rate Increases – for information
  - d. Town Hall repairs – for information
10. Announcements
11. Adjournment

## **Conflict of Interest Disclaimer**

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

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

## **Citizen Comments**

### **Rules for Citizen Comments**

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

**Town of Warrenton  
Board of Commissioners**



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

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## BOARD OF COMMISSIONERS REGULAR MONTHLY MEETING

**November 10, 2025**

**7:00 P.M.**

**Minutes**

Those in attendance were:

Mayor Walter Gardner	Commissioner Mary Hunter
Commissioner Nat White	Commissioner Dian Sourelis
Commissioner Michael Coffman	Commissioner John Blalock
Commissioner Jason Young	Robert Davie, Town Administrator
Meredith Valentine, Finance Director	
Brandon Elliott, Public Works Director	
David Elliott, Chief of Police	
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 on Monday, January 12, 2026, 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 Town Administrator, Robert Davie.

### **Conflict of Interest Statement and Proposed Agenda**

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

**New Business**

**(b) Road Closure Resolution - for consideration**

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

### **Public Comments**

There were none.

## **Minutes**

The minutes of the December 8, 2025, Board of Commissioners meeting were presented. Mayor Gardner requested the following correction be made to the minutes and requested the following addition to the proposed agenda:

### **Old Business**

(a) Social District – for consideration  
Commissioner Coffman made the second to approve, not Commissioner White. Commissioner White was not in attendance.

Commissioner White made a motion to approve the minutes as amended, 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 Checks Report
- (d) Public Works Monthly Report
- (e) WWTP Monthly Report
- (f) Police Activity Report
- (g) Action Items from Prior BOC Meeting
- (h) Status of Grants
- (i) Budget Amendments 6, 7, 8, and 9

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

## **Committee Reports**

- (a) Finance and Administration –Commissioner Hunter had no additional report other than agenda items.
- (b) Public Works – Commissioner Blalock had no additional report other than agenda items. Town Administrator, Robert Davie presented a contract renewal for Wilson's Water Service with an increase from \$825.00 to 970.00 a month for back-up ORC services at the Waste Water Treatment Plant, which is required by state law. The contract is for a three-year period. Commissioner Blalock made a motion to approve the renewal as presented, with a second by Commissioner White. The motion was approved by unanimous vote.
- (c) Public Safety – Commissioner Ayscue was not in attendance. Chief David Elliott presented the monthly report to the Board, with only two incident reports.
- (d) Human Resources – Information Technology – Commissioner White had no additional report other than agenda items. Town Administrator, Robert Davie informed the board that a part-time employee has been hired for the Water Department.
- (e) Revitalization/Historic District Commission – Commissioner Coffman stated there were no Historic District Commission or Revitalization meetings for December. He stated that the Christmas parade was a success with only a few concerns that he planned to address with the Rotary Club during their next meeting.
- (f) Beautification/Facilities – Commissioner Sourelis had no additional report other than agenda items. Ms. Sourelis presented a quote from Mosca Designs for snowflake

decorations to include mounting hardware at a reduced rate of \$21,643.00 for consideration. Commissioner Sourelis further stated that she would request donations from Revitalization and Preservation Warrenton for additional funding. Commissioner Sourelis made a motion to proceed with the purchase at the reduced rates, with a second by Commissioner Coffman. The motion was approved by a five-one vote, with Commissioner Hunter casting the dissenting vote.

(g) Planning/Zoning/Annexation – Commissioner Young had no additional report other than agenda items.

### **Old Business**

a) **Increase in Water Usage from Dameron Building – for information** – Town Administrator, Robert Davie informed the Board of the Town's first significant increase in water/sewer usage in many years. He further stated that the last two billing cycles for the Dameron Building show an increase from zero gallons to an average of between 37,000 to 42,000 gallons per month, generating between \$2200 and \$2300 per month or over \$25,000 annually.

b) **Certifications of Engineering Services Procurement for Grants: SRP-W-0224 Sanitary Sewer Rehab, SRP-W-0044 WWTP Improvements Phase IV, 2026 Water and Wastewater AIA – for consideration** – Town Administrator, Robert Davie, presented the Certifications of Engineering Services Procurement for Grants: SRP-W-0224 Sanitary Sewer Rehab, SRP-W-0044 WWTP Improvements Phase IV, 2026 Water and Wastewater AIA with Municipal Engineering, Inc. Commissioner Blalock made a motion to approve the three certifications as presented, with a second by Commissioner Coffman. The motion was approved by unanimous vote.

### **New Business**

(a) **Southern Software Agreement Renewals (Administration, Police) – for consideration** – Town Administrator, Robert Davie presented Southern Software Agreement Renewals for FMS for Administration with a new annual cost of \$4414, a 15% increase over the previous year, and RMS & Quarter Master for the Police Department, with a new annual cost for Quarter Master of \$867 and a cost of \$3838 for RMS, no increase over prior year. Commissioner Blalock made a motion to approve renewals as presented, with a second by Commissioner Young. The motion was approved by unanimous vote.

(b) **Road Closure Resolution for Eastern Bluebird Festival – for consideration** – Town Administrator, Robert Davie presented the Road Closure Resolution for the Eastern Bluebird Festival for consideration. The road closure would include Main Street from E. Macon to Franklin Streets. After some discussion about the length of time for the closure, Commissioner Coffman made a motion to approve the resolution as presented, with a second by Commissioner Hunter. The motion was approved by unanimous vote.

**Announcements** – There were none.

**Closed Session per NC GS § 143-318.11 (4) to discuss matters relating to the location or expansion of industries or other businesses** – Commissioner Blalock made a motion to go into closed session, with a second by Commissioner White. The motion was approved by unanimous vote. Commissioner Hunter motioned to return to open session with a second by

Commissioner Sourelis. The motion was approved by unanimous vote. Upon returning to open session, Commissioner Blalock motioned to approve expenditures out of the budgeted line for police salaries to support the right candidate for BLET training, with the Town paying for the six-month training and a monthly stipend/salary during training. Commissioner Hunter seconded the motion, and 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

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Period Ending 1/31/2026

## 34 FRONTIER WARREN

Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
<b>Revenues</b>							
34-335-340 State Econ & Infra Dev Grant FW Rev	13,333	0.00	0.00	0.00	0.00	(13,333.00)	
34-351-422 Rent Paid to Town Frontier Warren	41,850	0.00	1,850.00	1,850.00	15,387.00	(26,463.00)	37%
34-381-037 Transfer in from GF	1,988	0.00	0.00	0.00	0.00	(1,988.00)	
Revenues Totals:	57,171	0.00	1,850.00	1,850.00	15,387.00	(41,784.00)	27%
<b>Expenses</b>							
34-405-203 Supplies	300	0.00	0.00	0.00	34.26	265.74	11%
34-405-250 Lights/Heat/Security	3,000	636.43	273.14	273.14	1,538.57	825.00	73%
34-405-251 Telephone/Internet	2,900	1,128.00	198.40	198.40	1,676.40	95.60	97%
34-405-255 Bldg Maint/Clean Svrs	2,800	1,310.00	50.00	50.00	1,467.00	23.00	99%
34-405-400 Liability Insurance	38	19.00	9.50	9.50	9.50	9.50	75%
34-405-422 Rent Paid by Town	34,500	9,000.00	3,000.00	3,000.00	24,000.00	1,500.00	96%
34-405-499 Miscellaneous	300	0.00	0.00	0.00	0.00	300.00	
Non-Departmental Totals:	43,838	12,093.43	3,531.04	3,531.04	28,725.73	3,018.84	93%
34-432-701 State Econ & Infra Dev Grant FW Exp	13,333	0.00	0.00	0.00	13,333.33	(0.33)	100%
Totals:	13,333	0.00	0.00	0.00	13,333.33	(0.33)	100%
Expenses Totals:	57,171	12,093.43	3,531.04	3,531.04	42,059.06	3,018.51	95%
34 FRONTIER WARREN	Revenues Over/(Under) Expenses:		(1,681.04)	(1,681.04)	(26,672.06)		

## Budget vs Actual

Town of Warrenton

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Period Ending 1/31/2026

37 GENERAL FUND							
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
<strong>Revenues</strong>							
37-302-301 Ad Valorem Taxes - Current	620,784	0.00	220,020.45	220,020.45	486,552.49	(134,231.51)	78%
37-302-302 Ad Valorem Taxes - Prior Year	5,000	0.00	324.09	324.09	4,064.06	(935.94)	81%
37-302-303 Ad Valorem Taxes - all other prior years	2,000	0.00	0.00	0.00	2,071.08	71.08	104%
37-302-304 Ad Valorem Taxes - Penalties & Interest	2,200	0.00	35.04	35.04	1,515.66	(684.34)	69%
37-307-310 Motor Vehicles - Current	41,054	0.00	0.00	0.00	24,633.46	(16,420.54)	60%
37-320-320 Local Option Sales Tax Monthly	377,000	0.00	31,274.65	31,274.65	134,049.43	(242,950.57)	36%
37-320-321 Annual Refund of Sales Tax the Town paid	0	0.00	0.00	0.00	37,665.00	37,665.00	
37-325-325 Utility Franchise Tax Quarterly	88,600	0.00	0.00	0.00	22,851.63	(65,748.37)	26%
37-325-328 Refund of Gas Tax paid monthly	1,000	0.00	101.15	101.15	313.10	(686.90)	31%
37-325-330 Solid Waste Disposal Tax Qrly	600	0.00	0.00	0.00	315.68	(284.32)	53%
37-335-335 Powell Bill	33,916	0.00	0.00	0.00	33,570.64	(345.36)	99%
37-345-344 Historic District Comm Fees	200	0.00	25.00	25.00	75.00	(125.00)	38%
37-345-345 Zone Board of Adj	1,800	0.00	350.00	350.00	2,350.00	550.00	131%
37-345-346 Code Enforcement	3,500	0.00	75.00	75.00	2,125.00	(1,375.00)	61%
37-351-353 Landfill Fees Residential	208,926	0.00	18,040.98	18,040.98	124,215.78	(84,710.22)	59%
37-351-355 Cemetery Fees	700	0.00	0.00	0.00	1,000.00	300.00	143%
37-351-356 Police Rpt Fees	50	0.00	0.00	0.00	0.00	(50.00)	
37-351-357 Court Fees	200	0.00	0.00	0.00	22.50	(177.50)	11%
37-351-360 Cell Tower Rent	64,680	0.00	24,885.31	24,885.31	35,934.81	(28,745.19)	56%
37-351-361 Parking/Ordinance Collections PD	100	0.00	0.00	0.00	0.00	(100.00)	
37-351-401 Debt Setoff Landfill	100	0.00	0.00	0.00	0.00	(100.00)	
37-365-001 Interest Income	60	0.00	0.00	0.00	37.48	(22.52)	62%
37-365-002 NCCMT Debt Setoff Disbursement	500	0.00	0.00	0.00	0.00	(500.00)	
37-365-034 Storefront Beautification Rev	15,000	0.00	0.00	0.00	7,260.00	(7,740.00)	48%

## Budget vs Actual

Town of Warrenton

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Period Ending 1/31/2026

### 37 GENERAL FUND

Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
37-365-351 Revitalization Comm	25,000	0.00	1,180.00	1,180.00	6,881.18	(18,118.82)	28%
37-365-354 Quilters Lane Revenue	750	0.00	0.00	0.00	0.00	(750.00)	
37-365-358 Branded Merchandise for Sale	1,000	0.00	0.00	0.00	0.00	(1,000.00)	
37-365-370 WWTP 25% of GF Exp	64,057	0.00	0.00	0.00	31,851.38	(32,205.62)	50%
37-365-371 WS 25% of GF Exp	122,255	0.00	0.00	0.00	63,199.31	(59,055.69)	52%
37-365-374 Insurance Proceeds GF	7,478	0.00	0.00	0.00	7,477.55	0.00	100%
37-365-401 Mis/Revenue/License Tags	100	0.00	0.00	0.00	0.00	(100.00)	
37-365-410 Interest Investment NCCMT	24,000	0.00	0.00	0.00	12,252.69	(11,747.31)	51%
37-381-038 Transfer in from W/S	883	0.00	0.00	0.00	0.00	(883.00)	
37-395-395 Powell Bill Apropriated Fund Balance (Budget Only)	6,915	0.00	0.00	0.00	0.00	(6,915.00)	
37-395-396 Appropriated Fund Balance (Budget Only)	4,000	0.00	0.00	0.00	0.00	(4,000.00)	
Revenues Totals:	1,724,408	0.00	296,311.67	296,311.67	1,042,284.91	(682,122.64)	60%

### Expenses

37-401-010 Salary - Full Time	181,117	0.00	17,399.16	17,399.16	108,510.12	72,606.88	60%
37-401-012 Salary - Adm Assistant	56,039	0.00	6,403.20	6,403.20	34,700.40	21,338.60	62%
37-401-020 ER-FICA Taxes	13,856	0.00	1,330.32	1,330.32	8,297.20	5,558.80	60%
37-401-021 ER-FICA Taxes - Adm Assistant	4,287	0.00	489.12	489.12	2,650.72	1,636.28	62%
37-401-030 ER-Retirement - Orbit	49,257	0.00	5,046.09	5,046.09	30,360.58	18,896.42	62%
37-401-040 ER-Health Insurance	35,000	1,575.68	2,747.51	2,747.51	18,341.75	15,082.57	57%
37-401-050 ER-Life Insurance	570	186.00	46.50	46.50	372.00	12.00	98%
37-401-060 ER-Workman's Comp	400	137.68	0.00	0.00	256.48	5.84	99%
37-401-200 Travel Expense	2,000	39.38	0.00	0.00	461.48	1,499.14	25%
37-401-203 Supplies	5,000	200.97	770.68	770.68	2,256.06	2,542.97	49%
37-401-250 Light, Heat & Security	8,500	2,412.79	487.70	487.70	3,352.31	2,734.90	68%
37-401-251 Telephone & Postage	4,000	1,083.89	243.77	243.77	1,833.83	1,082.28	73%
37-401-255 Bldg. Maint/ Clean SVS	22,278	2,216.51	56.33	56.33	14,811.73	5,249.96	76%
37-401-256 Bank Fees/ Petty Cash	3,750	0.00	0.00	0.00	1,800.00	1,950.00	48%

# Budget vs Actual

Town of Warrenton

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Period Ending 1/31/2026

## 37 GENERAL FUND

Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
37-401-295 Training	4,446	0.00	0.00	0.00	340.00	4,105.75	8%
37-401-301 Computer Maint	9,000	3,422.93	822.26	822.26	5,566.80	10.27	100%
37-401-302 Software Support	1,000	215.88	35.98	35.98	510.57	273.55	73%
37-401-304 Website	800	0.00	0.00	0.00	412.50	387.50	52%
37-401-305 Technology Upgrades	1,000	412.03	0.00	0.00	71.17	516.80	48%
37-401-306 Awning 25% Fund	500	0.00	0.00	0.00	500.00	0.00	100%
37-401-307 Special Events	2,500	30.00	121.72	121.72	1,475.29	994.71	60%
37-401-309 Advertising	2,270	0.00	0.00	0.00	295.45	1,974.55	13%
37-401-310 Dues & Subscriptions	4,000	426.00	0.00	0.00	2,543.15	1,030.85	74%
37-401-325 NC Sales/Use Tax Paid (No Tax)	2,000	368.75	69.41	69.41	1,621.36	9.89	100%
37-401-400 Liability Insurance	8,354	3,630.15	3,116.45	3,116.45	4,724.10	0.00	100%
37-401-401 County Tax Collection Svcs	8,000	0.00	3,305.70	3,305.70	7,965.10	34.90	100%
37-401-405 Audit Expense	13,117	0.00	0.00	0.00	12,700.00	417.00	97%
37-401-410 Election Cost	8,500	0.00	0.00	0.00	0.00	8,500.00	
37-401-415 Economic Development	352	0.00	0.00	0.00	352.05	0.03	100%
37-401-420 Attorney Fees	3,500	1,200.00	0.00	0.00	1,200.00	1,100.00	69%
37-401-497 Sales & Uses Tax Expense	0	0.00	0.00	0.00	15,694.09	(15,694.09)	
37-401-499 Miscellaneous Expense	3,552	400.52	653.48	653.48	3,093.48	57.92	98%
37-401-802 Truist Parking Lot Loan Principal	10,576	0.00	5,356.51	5,356.51	10,575.50	0.50	100%
37-401-832 Truist Parking Lot Loan Interest	5,667	0.00	2,764.49	2,764.49	5,666.50	0.50	100%
37-401-998 Contingency	3,096	0.00	0.00	0.00	0.00	3,096.00	
General Government Totals:	478,284	17,959.16	51,266.38	51,266.38	303,311.77	157,013.27	67%
37-402-014 Mayor Part Time Salary	1,500	0.00	125.00	125.00	875.00	625.00	58%
37-402-020 ER - FICA TAXES	115	0.00	9.56	9.56	66.92	48.08	58%
37-402-060 Workers Comp Mayor & Council	70	21.71	0.00	0.00	48.29	0.00	100%
37-402-200 Travel Expense	300	0.00	0.00	0.00	0.00	300.00	
37-402-295 Training	1,500	0.00	0.00	0.00	60.00	1,440.00	4%
37-402-402 Commission offsite meetings	200	0.00	0.00	0.00	0.00	200.00	
Governing Body Totals:	3,685	21.71	134.56	134.56	1,050.21	2,613.08	29%

## Budget vs Actual

Town of Warrenton

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Period Ending 1/31/2026

### 37 GENERAL FUND

Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
37-405-345 Zoning/Ordinances	7,500	0.00	0.00	0.00	7,040.00	460.00	94%
37-405-407 Branded Clothing Sales	1,000	0.00	0.00	0.00	0.00	1,000.00	
37-405-423 Quilters Lane	1,250	0.00	0.00	0.00	1,090.00	160.00	87%
37-405-430 Historic District Comm	220	0.00	0.00	0.00	181.43	38.57	82%
37-405-434 Storefront Beautification Exp	15,000	4.66	296.00	296.00	1,453.44	13,541.90	10%
37-405-450 Revitalization Comm	25,000	500.00	0.00	0.00	4,173.22	20,326.78	19%
37-405-470 Small Town Maint St	1,500	1,480.00	0.00	0.00	0.00	20.00	99%
Non-Departmental Totals:	51,470	1,984.66	296.00	296.00	13,938.09	35,547.25	31%
37-501-010 SALARY FULL TIME	286,566	0.00	31,337.67	31,337.67	165,494.07	121,071.71	58%
37-501-014 Salary - Part Time	17,000	0.00	5,010.00	5,010.00	14,430.00	2,570.00	85%
37-501-015 Salary-LEO Separation Allowance	15,000	0.00	1,085.94	1,085.94	7,601.58	7,398.42	51%
37-501-016 Salary - Admin Assistant	43,827	0.00	4,994.40	4,994.40	27,186.80	16,640.20	62%
37-501-019 Salary - Over-Time	10,000	0.00	156.33	156.33	2,411.85	7,588.15	24%
37-501-020 ER-FICA Taxes	26,431	0.00	3,178.77	3,178.77	16,406.49	10,024.51	62%
37-501-030 ER - Retirement Orbit	78,982	0.00	8,117.56	8,117.56	44,101.69	34,880.31	56%
37-501-031 ER - 401K 5%	15,084	6,329.02	1,539.19	1,539.19	8,739.80	15.18	100%
37-501-040 ER - Health Insurance	55,982	903.00	3,363.87	3,363.87	22,110.32	32,968.68	41%
37-501-050 ER - Life Insurance	1,152	310.00	77.50	77.50	620.00	222.00	81%
37-501-060 ER - Workman's Comp	6,525	0.00	0.00	0.00	6,331.34	194.12	97%
37-501-200 Travel Expense	1,500	545.44	(30.83)	(30.83)	223.73	730.83	51%
37-501-203 Supplies	5,000	461.02	(142.01)	(142.01)	2,325.42	2,213.56	56%
37-501-204 Uniforms	5,000	1,188.55	224.76	224.76	1,329.11	2,482.34	50%
37-501-205 Equipment & Material	4,000	803.48	(108.00)	(108.00)	913.46	2,283.06	43%
37-501-206 Ammunition	420	0.00	0.00	0.00	0.00	420.00	
37-501-250 Light, Heat & Security	9,000	2,412.79	487.71	487.71	3,352.31	3,234.90	64%
37-501-251 Telephone & Postage	8,106	3,005.22	681.86	681.86	4,866.00	234.82	97%
37-501-252 Fuel	15,000	5,254.80	2,673.67	2,673.67	9,745.20	0.00	100%
37-501-255 Bldg Maint/Clean Svcs	10,855	1,522.85	56.33	56.33	8,967.53	364.40	97%
37-501-295 Training	2,000	0.00	0.00	0.00	1,976.38	23.62	99%

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## 37 GENERAL FUND

Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
37-501-301 Computer Maint	9,532	3,638.95	722.72	722.72	5,803.77	89.28	99%
37-501-302 Software Support	9,337	894.24	289.99	289.99	8,442.76	0.00	100%
37-501-305 Technology Upgrades	413	412.03	0.00	0.00	0.00	0.97	100%
37-501-310 Dues and Subscriptions	537	200.00	337.00	337.00	337.00	0.00	100%
37-501-351 Maint & Repair Equip	4,000	0.00	0.00	0.00	1,230.22	2,769.78	31%
37-501-370 2019 Dodge Car 100	1,500	399.25	0.00	0.00	600.75	500.00	67%
37-501-371 2017 Dodge Car 200	1,500	557.30	0.00	0.00	389.72	552.98	63%
37-501-372 2016 Dodge Car 300	1,500	704.77	0.00	0.00	647.96	147.27	90%
37-501-373 2017 Dodge Car 400	1,300	500.00	0.00	0.00	10.00	790.00	39%
37-501-376 2019 Dodge Car 700	1,500	802.29	0.00	0.00	207.71	490.00	67%
37-501-377 2023 Dodge Car 125	1,500	0.00	0.00	0.00	852.59	647.41	57%
37-501-378 2023 Dodge Car 225	1,500	562.15	0.00	0.00	524.60	413.25	72%
37-501-400 Liability Insurance	23,797	10,245.85	5,180.90	5,180.90	10,895.45	2,655.70	89%
37-501-415 Medical	2,247	0.00	360.00	360.00	360.00	1,887.00	16%
37-501-420 Attorney Fees	12,500	5,040.00	315.00	315.00	1,710.00	5,750.00	54%
37-501-433 COP Program	3,000	262.23	206.05	206.05	82.82	2,654.95	12%
37-501-499 Miscellaneous	356	0.00	0.00	0.00	355.94	0.00	100%
37-501-804 Police 2019 Cars Loan Principal (USDA)	5,268	0.00	0.00	0.00	5,114.59	153.41	97%
37-501-805 Police 2023 Cars Loan Principle (USDA)	7,651	0.00	0.00	0.00	0.00	7,651.00	
37-501-834 Police 2019 Cars Loan Interest (USDA)	158	0.00	0.00	0.00	311.41	(153.41)	197%
37-501-835 Police 2023 Cars Loan Interest (USDA)	1,327	0.00	0.00	0.00	0.00	1,327.00	
Police Department Totals:	707,853	46,955.23	70,116.38	70,116.38	387,010.37	273,887.40	61%
37-601-014 Salary - Part Time Code Enforcement	2,682	0.00	126.08	126.08	1,853.16	828.84	69%
37-601-020 ER-FICA Taxes	230	0.00	9.65	9.65	141.81	88.19	62%
37-601-060 Workers Comp	660	66.59	0.00	0.00	569.36	24.05	96%

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### 37 GENERAL FUND

Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
37-601-252 Fuel/Truck Expense/Insurance	456	0.00	0.00	0.00	0.00	456.00	
37-601-352 Vehicle Maintenance	200	0.00	0.00	0.00	0.00	200.00	
37-601-437 Contract Svrs Fire Protection	87,600	0.00	0.00	0.00	51,100.00	36,500.00	58%
37-601-475 Donation to Town Fire	1,550	0.00	0.00	0.00	0.00	1,550.00	
37-601-476 Code Enforcement Exp	550	0.00	0.00	0.00	90.00	460.00	16%
Fire Totals:	93,928	66.59	135.73	135.73	53,754.33	40,107.08	57%
37-651-330 Christmas Lights/Santa House	1,784	0.00	1,045.37	1,045.37	1,869.33	(85.33)	105%
37-651-331 Haley Haywood Park	751	0.00	0.00	0.00	0.00	751.00	
37-651-332 Signs below \$5,000	2,000	0.00	0.00	0.00	182.48	1,817.52	9%
37-651-333 Street Beautification - Below \$5,000	4,000	0.00	0.00	0.00	1,546.09	2,453.91	39%
37-651-335 Street Lighting Electric Bill	32,000	12,624.80	2,694.50	2,694.50	18,375.20	1,000.00	97%
Signs and Lights Totals:	40,535	12,624.80	3,739.87	3,739.87	21,973.10	5,937.10	85%
37-701-010 Salary - Full Time	86,007	0.00	9,920.05	9,920.05	50,206.90	35,800.10	58%
37-701-019 Over-Time	1,026	0.00	0.00	0.00	182.04	843.96	18%
37-701-020 ER-FICA Taxes	6,693	0.00	754.27	754.27	3,839.39	2,853.61	57%
37-701-030 ER - Retirement - Orbit	18,171	0.00	2,080.61	2,080.61	10,615.17	7,555.83	58%
37-701-040 ER-Health Insurance	24,036	377.71	840.93	840.93	6,074.47	17,583.82	27%
37-701-050 ER-Life Insurance	391	32.84	48.51	48.51	288.88	69.28	82%
37-701-060 ER-Workman's Comp	1,856	0.00	0.00	0.00	1,796.37	59.63	97%
37-701-203 Supplies	5,500	1,477.12	191.29	191.29	3,690.49	332.39	94%
37-701-204 Uniforms	3,400	1,703.57	263.55	263.55	1,696.43	0.00	100%
37-701-251 Telephone & Postage	540	136.55	56.29	56.29	394.45	9.00	98%
37-701-252 Fuel	10,000	748.29	1,108.24	1,108.24	4,089.43	5,162.28	48%
37-701-312 Tree Removal	3,600	0.00	0.00	0.00	3,600.00	0.00	100%
37-701-351 Maint & Repair Equip	10,507	0.00	6,536.67	6,536.67	8,701.49	1,805.51	83%
37-701-352 Vehicle Maintenance	6,629	0.00	0.00	0.00	6,280.74	347.88	95%
37-701-400 Liability Insurance	9,795	4,065.92	2,127.16	2,127.16	4,430.27	1,298.81	87%
37-701-431 Street Debris Disposal	4,500	0.00	0.00	0.00	3,680.00	820.00	82%

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### 37 GENERAL FUND

Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
37-701-500 Capital Outlay over \$5000	2,070	0.00	0.00	0.00	2,069.50	0.50	100%
37-701-895 Mowing	(16,000)	0.00	(1,333.00)	(1,333.00)	(9,331.00)	(6,669.00)	58%
Streets Totals:	178,721	8,542.00	22,594.57	22,594.57	102,305.02	67,873.60	62%
37-710-361 Maint & Repair POWELL BILL	21,915	0.00	0.00	0.00	5,100.00	16,815.00	23%
37-710-405 Audit Expense POWELL BILL	100	0.00	0.00	0.00	100.00	0.00	100%
Powell Bill Totals:	22,015	0.00	0.00	0.00	5,200.00	16,815.00	24%
37-801-010 Salary - Full Time Sanitation	58,089	0.00	6,983.34	6,983.34	34,750.61	23,338.39	60%
37-801-019 Salary - Over Time Sanitation	517	0.00	0.00	0.00	510.75	6.25	99%
37-801-020 ER - FICA Sanitation	4,503	0.00	528.90	528.90	2,675.21	1,827.79	59%
37-801-030 ER - Retirement - Orbit Sanitation	12,225	0.00	1,480.47	1,480.47	6,451.75	5,773.25	53%
37-801-040 ER - Health Insurance	15,273	35.16	1,852.44	1,852.44	7,420.19	7,817.65	49%
37-801-050 ER - Life Insurance	251	19.84	4.96	4.96	39.68	191.48	24%
37-801-060 Workman's Compensation	3,665	1,363.12	0.00	0.00	2,232.57	69.31	98%
37-801-203 Supplies	430	135.10	0.00	0.00	293.95	0.95	100%
37-801-204 Uniforms	1,976	189.43	373.32	373.32	1,786.57	0.00	100%
37-801-251 Telephone & Postage	500	272.70	31.17	31.17	225.00	2.30	100%
37-801-252 Fuel	3,674	300.00	416.89	416.89	1,394.87	1,979.13	46%
37-801-350 Landfull Fees	23,378	13,158.28	1,871.38	1,871.38	10,173.36	46.36	100%
37-801-352 Vehicle Maintenance	2,582	374.03	0.00	0.00	2,207.05	0.65	100%
37-801-400 Liability Insurance	6,603	3,470.98	1,829.69	1,829.69	3,131.76	0.26	100%
Sanitation Totals:	133,666	19,318.64	15,372.56	15,372.56	73,293.32	41,053.77	69%
37-901-034 Transfer Out to Frontier Warren	1,988	0.00	0.00	0.00	0.00	1,988.00	
37-901-038 Transfer Out to WS for USDA Loan	7,281	0.00	0.00	0.00	7,281.00	0.00	100%
37-901-079 Transfer out to USDA Leaf Machine Grant	2,813	0.00	0.00	0.00	2,813.00	0.00	100%
37-901-889 Transfer Out to USDA Loan Reserve	2,169	0.00	0.00	0.00	0.00	2,169.00	
Transfers Out Totals:	14,251	0.00	0.00	0.00	10,094.00	4,157.00	71%

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Expenses	Totals:	1,724,408	107,472.79	163,656.05	163,656.05	971,930.21	645,004.55	63%
37 GENERAL FUND	Revenues Over/(Under) Expenses:			132,655.62	132,655.62	70,354.70		

## Budget vs Actual

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### 38 WATER / SEWER

Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
<b>Revenues</b>							
38-351-401 Water Sales	911,133	0.00	73,845.77	73,845.77	503,424.66	(407,708.34)	55%
38-351-402 Debt Setoff WATER	53	0.00	0.00	0.00	97.58	44.58	184%
38-351-404 Sewer Services	717,364	0.00	55,325.10	55,325.10	384,088.85	(333,275.15)	54%
38-351-407 Debt Setoff SEWER	42	0.00	0.00	0.00	98.02	56.02	233%
38-351-408 Town Taps/Connection Fee	22,000	0.00	0.00	0.00	5,701.30	(16,298.70)	26%
38-351-416 Dis/Reconnection Fee	9,960	0.00	480.00	480.00	4,148.54	(5,811.46)	42%
38-351-417 Fire Sprinkler	2,620	0.00	349.50	349.50	2,310.60	(309.40)	88%
38-351-418 Late Fees/Penalty/Cut Off	20,972	0.00	2,508.85	2,508.85	11,501.89	(9,470.11)	55%
38-351-419 Returned Check Fee	987	0.00	105.00	105.00	835.00	(152.00)	85%
38-351-420 Debt Setoff Late Fees/Penalty/Cut Off	25	0.00	0.00	0.00	55.00	30.00	220%
38-365-410 Interest/investment Income NCCMT	13,628	0.00	0.00	0.00	6,122.38	(7,505.62)	45%
38-365-421 Account Activation Fee	2,925	0.00	200.00	200.00	1,925.00	(1,000.00)	66%
38-365-851 Misc Revenue WATER	0	0.00	0.00	0.00	641.89	641.89	
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)	60,310	0.00	0.00	0.00	0.00	(60,310.00)	
<b>Revenues Totals:</b>	<b>1,769,300</b>	<b>0.00</b>	<b>132,814.22</b>	<b>132,814.22</b>	<b>928,231.71</b>	<b>(841,068.29)</b>	<b>52%</b>
<b>Expenses</b>							
38-851-010 Salary Full Time	119,585	0.00	12,189.17	12,189.17	69,956.34	49,628.66	58%
38-851-014 Salary - Part Time	12,876	0.00	1,615.93	1,615.93	8,072.39	4,803.61	63%
38-851-019 Salary Over-Time	7,987	0.00	773.04	773.04	1,903.88	6,083.12	24%
38-851-020 ER-FICA Taxes	11,096	0.00	1,111.29	1,111.29	6,092.83	5,003.17	55%
38-851-030 ER - Retirement Orbit	25,633	0.00	2,274.46	2,274.46	12,823.82	12,809.18	50%
38-851-040 ER - Health Insurance WATER	24,997	296.06	1,738.33	1,738.33	10,705.04	13,995.90	44%
38-851-050 ER - Life Insurance	382	129.91	32.56	32.56	245.93	6.16	98%
38-851-060 ER - Workman's Comp	1,112	304.64	0.00	0.00	730.96	76.40	93%

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### 38 WATER / SEWER

Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
38-851-200 Travel Expense	215	0.00	0.00	0.00	0.00	215.00	
38-851-203 Supplies	35,000	5,059.54	5,059.33	5,059.33	27,707.74	2,232.72	94%
38-851-204 Uniforms	3,120	1,193.01	303.48	303.48	1,926.99	0.00	100%
38-851-250 Light & Heat & Security	6,090	2,176.63	448.33	448.33	2,559.92	1,353.45	78%
38-851-251 Telephone & Postage	10,896	5,265.84	594.98	594.98	5,612.40	17.76	100%
38-851-252 Fuel	10,000	3,917.37	630.30	630.30	3,101.05	2,981.58	70%
38-851-255 Bldg. Maint/Clean Svcs	6,161	884.34	28.17	28.17	4,858.95	417.71	93%
38-851-260 Electric Tank/Pumps	3,401	1,096.26	292.16	292.16	1,453.74	851.00	75%
38-851-296 Continuing Education	1,300	0.00	50.00	50.00	880.00	420.00	68%
38-851-301 Computer Maintenance	5,819	2,515.73	436.23	436.23	3,205.20	98.07	98%
38-851-302 Software Support	9,300	0.00	123.46	123.46	8,773.26	526.74	94%
38-851-305 Technology Upgrades	1,738	206.02	0.00	0.00	35.58	1,496.40	14%
38-851-309 Advertising	265	0.00	0.00	0.00	102.03	162.97	39%
38-851-310 Dues & Subscriptions	880	87.50	0.00	0.00	219.17	573.33	35%
38-851-313 State Permits	1,331	0.00	0.00	0.00	1,331.00	0.00	100%
38-851-345 Water Tank Contract	21,061	5,265.04	5,265.04	5,265.04	15,795.12	0.84	100%
38-851-347 Lab Analysis	1,200	150.00	320.00	320.00	850.00	200.00	83%
38-851-351 Maint. & Repair Equip	8,327	0.00	50.00	50.00	5,969.48	2,357.52	72%
38-851-352 Vehicle Maintenance	3,750	0.00	0.00	0.00	2,381.28	1,368.72	64%
38-851-400 Town Liability Insurance	13,253	5,710.98	2,884.48	2,884.48	5,927.23	1,614.79	88%
38-851-405 Audit Expense	6,559	0.00	0.00	0.00	6,350.00	209.00	97%
38-851-434 WS grant expense	31,292	0.00	0.00	0.00	19.00	31,273.00	0%
38-851-448 External Contract	17,018	172.50	0.00	0.00	16,844.76	0.74	100%
38-851-451 Water Purchase	250,000	168,241.63	0.00	0.00	81,758.37	0.00	100%
38-851-499 Miscellaneous	2,500	0.00	2,500.00	2,500.00	2,500.00	0.00	100%
38-851-500 Capital Outlay \$5000 and Above	2,070	0.00	0.00	0.00	2,069.50	0.50	100%
38-851-802 USDA Public Works Trucks - Princ Water	6,109	0.00	6,108.52	6,108.52	6,108.52	0.48	100%
38-851-803 USDA Town Hall/WS Loan	29,858	0.00	0.00	0.00	2,328.50	27,529.50	8%

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## 38 WATER / SEWER

Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
<b>Principal</b>							
38-851-833 USDA Town Hall/WS Loan Interest	14,502	0.00	0.00	0.00	1,312.00	13,190.00	9%
38-851-836 USDA Public Works Trucks - Int Water	856	0.00	855.96	855.96	855.96	0.04	100%
38-851-895 Grass Cutting Expense	16,000	0.00	1,333.00	1,333.00	9,331.00	6,669.00	58%
38-851-896 WS 25% of GF Expense	59,399	0.00	0.00	0.00	31,599.64	27,799.36	53%
38-851-998 Contingency	1,832	0.00	0.00	0.00	0.00	1,832.00	
Water Totals:	784,770	202,673.00	47,018.22	47,018.22	364,298.58	217,798.42	72%
38-852-010 Salary - Full Time	119,585	0.00	11,904.61	11,904.61	69,563.94	50,021.06	58%
38-852-014 Salary - Part Time	12,876	0.00	1,615.93	1,615.93	8,072.05	4,803.95	63%
38-852-019 Salary - Over Time Sewer	7,487	0.00	278.88	278.88	2,650.85	4,836.15	35%
38-852-020 ER - FICA Sewer	11,096	0.00	1,054.86	1,054.86	6,136.23	4,959.77	55%
38-852-030 ER-Retirement Orbit	25,633	0.00	2,158.37	2,158.37	12,934.67	12,698.33	50%
38-852-040 ER-Health Insurance SEWER	24,997	295.94	1,738.31	1,738.31	10,704.76	13,996.30	44%
38-852-050 ER-Life Insurance	382	129.95	32.56	32.56	245.89	6.16	98%
38-852-060 ER-Workman's Comp	1,112	304.65	0.00	0.00	730.95	76.40	93%
38-852-200 Travel Expense	215	0.00	0.00	0.00	0.00	215.00	
38-852-203 Supplies	34,124	3,709.97	905.32	905.32	29,822.92	591.11	98%
38-852-204 Uniforms	3,120	1,193.14	303.46	303.46	1,926.86	0.00	100%
38-852-250 Light & Heat & Security	7,000	2,176.61	448.30	448.30	2,559.87	2,263.52	68%
38-852-251 Telephone & Postage	11,312	5,229.75	613.84	613.84	5,726.47	355.78	97%
38-852-252 Fuel	10,000	3,917.40	630.31	630.31	3,101.04	2,981.56	70%
38-852-255 Bldg. Maint/Clean Svcs	6,161	884.34	28.17	28.17	4,858.96	417.70	93%
38-852-260 Electric Tank/Pumps	12,000	5,732.57	965.76	965.76	6,042.87	224.56	98%
38-852-296 Continuing Education	1,300	0.00	0.00	0.00	385.00	915.00	30%
38-852-301 Computer Maint.	5,819	2,515.73	436.20	436.20	3,205.08	98.19	98%
38-852-302 Software Support	9,300	0.00	123.46	123.46	8,773.25	526.75	94%
38-852-305 Technology Upgrades	1,738	206.02	0.00	0.00	35.58	1,496.40	14%

## Budget vs Actual

Town of Warrenton

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### 38 WATER / SEWER

Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
38-852-309 Advertising	500	0.00	0.00	0.00	392.45	107.55	78%
38-852-310 Dues & Subscriptions	880	87.50	0.00	0.00	219.17	573.33	35%
38-852-313 State Permits	1,500	0.00	0.00	0.00	265.00	1,235.00	18%
38-852-351 Maint & Repair Equip	8,327	0.00	50.00	50.00	5,969.47	2,357.53	72%
38-852-352 Vehicle Maintenance	3,750	0.00	0.00	0.00	2,381.25	1,368.75	64%
38-852-400 Liability Insurance	7,228	3,353.99	1,705.98	1,705.98	3,394.50	479.51	93%
38-852-405 Audit Expense	6,559	0.00	0.00	0.00	6,350.00	209.00	97%
38-852-434 WS Grant Expense	15,000	0.00	0.00	0.00	19.00	14,981.00	0%
38-852-435 Purchase of Sewer Services	434,416	0.00	0.00	0.00	198,177.61	236,238.39	46%
38-852-448 External Contract	22,000	7,483.11	1,027.50	1,027.50	8,266.65	6,250.24	72%
38-852-473 WWTP Rehab Annual Payment	22,073	0.00	0.00	0.00	0.00	22,073.00	
38-852-499 Miscellaneous	2,500	0.00	2,500.00	2,500.00	2,500.00	0.00	100%
38-852-500 Capital Outlay \$5000 and Above	2,070	0.00	0.00	0.00	2,069.50	0.50	100%
38-852-802 USDA Public Works Trucks - Princ Sewer	6,109	0.00	1,270.72	1,270.72	1,270.72	4,838.28	21%
38-852-803 USDA Town Hall/WS Loan Principal	29,858	0.00	4,837.82	4,837.82	7,166.32	22,691.68	24%
38-852-804 NCDEQ Unity, Bute & Battle Sewer Rehab Princ Only	14,388	0.00	0.00	0.00	0.00	14,388.00	
38-852-809 John Riggans Easement Pmt	1,000	1,000.00	0.00	0.00	0.00	0.00	100%
38-852-811 NCDEQ Sewer Rehab Annual Loan- Principal	13,750	13,750.00	0.00	0.00	0.00	0.00	100%
38-852-833 USDA Town Hall/WS Loan Interest	14,502	0.00	0.00	0.00	1,312.00	13,190.00	9%
38-852-836 USDA Public Works Trucks - Int Sewer	856	0.00	855.98	855.98	855.98	0.02	100%
38-852-837 NCDEQ Sewer Rehab Annual Loan- Interest	2,200	1,100.00	0.00	0.00	1,100.00	0.00	100%
38-852-896 WS 25% of GF Expense	59,399	0.00	0.00	0.00	31,599.67	27,799.33	53%
38-852-998 Contingency	848	0.00	0.00	0.00	0.00	848.00	

## Budget vs Actual

Town of Warrenton  
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Sewer Expenses	Totals:	974,970	53,070.67	35,486.34	35,486.34	450,786.53	471,112.80	52%
38-901-889 Transfer Out to USDA Loan Reserve		9,560	0.00	0.00	0.00	0.00	9,560.00	
Transfers Out	Totals:	9,560	0.00	0.00	0.00	0.00	9,560.00	
Expenses	Totals:	1,769,300	255,743.67	82,504.56	82,504.56	815,085.11	698,471.22	61%
38 WATER / SEWER	Revenues Over/(Under) Expenses:			50,309.66	50,309.66	113,146.60		

## Budget vs Actual

Town of Warrenton

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Period Ending 1/31/2026

39 WWTP								
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent	
<strong>Revenues</strong>								
39-351-405 Septic Disposal Service	49,980	0.00	4,270.00	4,270.00	40,505.00	(9,475.00)	81%	
39-351-470 Town Sewer Revenues	434,416	0.00	0.00	0.00	198,177.61	(236,238.39)	46%	
39-351-471 Sewer Revenues - County	316,092	0.00	0.00	0.00	144,199.09	(171,892.91)	46%	
39-351-472 Sewer Rev Norlina	241,310	0.00	0.00	0.00	110,083.60	(131,226.40)	46%	
39-365-861 Misc Revenue WWTP	0	0.00	0.00	0.00	20.00	20.00		
<strong>Revenues Totals:</strong>	<strong>1,041,798</strong>	<strong>0.00</strong>	<strong>4,270.00</strong>	<strong>4,270.00</strong>	<strong>492,985.30</strong>	<strong>(548,812.70)</strong>	<strong>47%</strong>	
<strong>Expenses</strong>								
39-861-010 Salary - Full Time	250,406	0.00	25,287.39	25,287.39	149,340.48	101,065.52	60%	
39-861-014 Salary - Part Time	9,455	0.00	1,076.25	1,076.25	5,946.25	3,508.75	63%	
39-861-019 Over-Time	17,343	0.00	2,407.22	2,407.22	9,808.87	7,534.13	57%	
39-861-020 ER-FICA Taxes	21,206	0.00	2,085.83	2,085.83	11,644.37	9,561.63	55%	
39-861-030 ER - Retirement Orbit	53,582	0.00	5,368.41	5,368.41	30,796.39	22,785.61	57%	
39-861-040 ER- Health Insurance	46,714	553.47	3,642.53	3,642.53	22,526.76	23,633.77	49%	
39-861-050 ER-Life Insurance	802	229.96	67.41	67.41	497.12	74.92	91%	
39-861-060 ER-Workman's Comp	1,584	36.71	0.00	0.00	1,508.91	38.38	98%	
39-861-200 Travel Expense	500	0.00	0.00	0.00	0.00	500.00		
39-861-203 Supplies	77,930	15,103.84	4,229.45	4,229.45	46,021.82	16,804.34	78%	
39-861-204 Uniforms	5,460	1,631.17	617.52	617.52	3,828.83	0.00	100%	
39-861-250 Light, Heat & Security	90,000	33,978.73	9,428.45	9,428.45	44,922.67	11,098.60	88%	
39-861-251 Telephone & Postage	6,808	2,929.88	540.53	540.53	3,883.50	(5.38)	100%	
39-861-252 Fuel	10,250	5,445.18	535.65	535.65	3,380.21	1,424.61	86%	
39-861-296 Continuing Education	1,500	0.00	0.00	0.00	120.00	1,380.00	8%	
39-861-301 Computer Maint.	10,289	4,309.48	635.35	635.35	5,070.85	908.67	91%	
39-861-302 Software Support	3,699	314.10	159.36	159.36	3,384.89	0.01	100%	
39-861-305 Technology Upgrades	2,000	0.00	0.00	0.00	0.00	2,000.00		
39-861-309 Advertising	1,000	0.00	0.00	0.00	527.63	472.37	53%	
39-861-310 Dues & Subscriptions	154	0.00	0.00	0.00	0.00	154.00		
39-861-318 Freight Charges	2,250	0.00	0.00	0.00	1,150.08	1,099.92	51%	

# Budget vs Actual

Town of Warrenton

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39 WWTP							
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
39-861-342 Maint & Repair Plant	120,000	6,492.22	6,220.27	6,220.27	94,825.83	18,681.95	84%
39-861-344 Sludge Removal	72,000	45,407.00	0.00	0.00	26,593.00	0.00	100%
39-861-345 Beaver Control	750	0.00	0.00	0.00	0.00	750.00	
39-861-346 Lab Material & Supplies	11,526	185.61	19.94	19.94	7,643.39	3,697.00	68%
39-861-347 Lab Analysis	27,225	11,175.00	1,966.00	1,966.00	16,050.00	0.00	100%
39-861-348 Tar - Pamlico Dues	3,000	0.00	0.00	0.00	0.00	3,000.00	
39-861-349 OSHACOMP/Safety M&S	1,500	0.00	0.00	0.00	150.00	1,350.00	10%
39-861-352 Vehicle Maintenance	4,750	0.00	0.00	0.00	1,991.80	2,758.20	42%
39-861-400 Liability Insurance	25,068	11,004.87	5,560.44	5,560.44	10,989.27	3,073.86	88%
39-861-405 Audit Expense	13,117	0.00	0.00	0.00	12,700.00	417.00	97%
39-861-434 WWTP Grant Expenses	30,000	0.00	0.00	0.00	0.00	30,000.00	
39-861-441 Certify Lab Services	1,000	0.00	0.00	0.00	282.00	718.00	28%
39-861-444 Permits & Fees	15,674	4,125.00	825.00	825.00	11,548.08	0.92	100%
39-861-446 Influent Debris Removal	7,044	2,611.40	639.65	639.65	4,432.60	0.00	100%
39-861-500 Capital Outlay \$5000 and Over	2,070	0.00	0.00	0.00	2,069.49	0.51	100%
39-861-810 NCDEQ WWTP Phase 2 Principal	23,607	0.00	0.00	0.00	0.00	23,607.00	
39-861-897 WWTP 25% of GF Exp	64,003	0.00	0.00	0.00	31,851.38	32,151.62	50%
39-861-998 Contingency	6,532	0.00	0.00	0.00	0.00	6,532.00	
WWTP - Expenses Totals:	1,041,798	145,533.62	71,312.65	71,312.65	565,486.47	330,777.91	68%
Expenses Totals:	1,041,798	145,533.62	71,312.65	71,312.65	565,486.47	330,777.91	68%
39 WWTP	Revenues Over/(Under) Expenses:		(67,042.65)	(67,042.65)	(72,501.17)		

## Check Listing

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Vendor Range: 1 800 FLAGPOLE.COM - ZIMA CORPORATION

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Check Number	Bank	Vendor	Date	Amount
69564	30	All American Welding & Machine, LLC	01/05/2026	<u><b>\$6,937.33</b></u>
69565	30	CNA SURETY DIRECT BILL	01/05/2026	<u><b>\$1,337.60</b></u>
69566	30	Core & Main	01/05/2026	<u><b>\$2,866.32</b></u>
69567	30	EMPLOYEE NETWORK, INC.	01/05/2026	<u><b>\$360.00</b></u>
69568	30	Fastenal Co.	01/05/2026	<u><b>\$142.26</b></u>
69569	30	GALLS QUARTERMASTER	01/05/2026	<u><b>\$147.50</b></u>
69570	30	GARY BEYER	01/05/2026	<u><b>\$13.10</b></u>
69571	30	HAWKINS, INC.	01/05/2026	<u><b>\$3,868.57</b></u>
69572	30	KONECRANES INC	01/05/2026	<u><b>\$1,697.33</b></u>
69573	30	MERITECH INC	01/05/2026	<u><b>\$2,286.00</b></u>
69574	30	NC STATE BUREAU OF INVESTIGATION	01/05/2026	<u><b>\$150.00</b></u>
69575	30	TRANSUNION RISK AND ALTERNATIVE DATA SOLUTIONS, IN	01/05/2026	<u><b>\$120.00</b></u>
69576	30	WILSON'S WATER SERVICES	01/05/2026	<u><b>\$825.00</b></u>
69577	30	AAA GAS AND APPLIANCE CO.	01/07/2026	<u><b>\$540.52</b></u>
69578	30	AMAZON CAPITAL SERVICES, INC.	01/07/2026	<u><b>\$181.80</b></u>
69579	30	DOCUMENT SYSTEMS, INC	01/07/2026	<u><b>\$211.86</b></u>
69580	30	Henderson	01/07/2026	<u><b>\$710.15</b></u>
69581	30	Jarad Robinson	01/07/2026	<u><b>\$296.00</b></u>
69582	30	NC DEPARTMENT OF REVENUE	01/07/2026	<u><b>\$69.41</b></u>
69583	30	WARREN AUTO PARTS, INC.	01/07/2026	<u><b>\$9.61</b></u>
69584	30	WRIGHT EXPRESS FSC	01/07/2026	<u><b>\$2,673.67</b></u>
69585	30	AMAZON CAPITAL SERVICES, INC.	01/08/2026	<u><b>\$15.36</b></u>
69586	30	BLUE RIDGE SPRINGS, INC	01/08/2026	<u><b>\$25.00</b></u>
69587	30	CAROLINA DIGITAL PHONE INC	01/08/2026	<u><b>\$316.00</b></u>
69588	30	CITIZENS INSURANCE & BONDING,	01/08/2026	<u><b>\$21,077.00</b></u>
69589	30	DOCUMENT SYSTEMS, INC	01/08/2026	<u><b>\$335.67</b></u>
69590	30	INVOICE CLOUD, INC.	01/08/2026	<u><b>\$161.55</b></u>
69591	30	PITNEY BOWES GLOBAL	01/08/2026	<u><b>\$223.16</b></u>
69592	30	AMAZON CAPITAL SERVICES, INC.	01/09/2026	<u><b>\$165.33</b></u>

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Check Number	Bank	Vendor	Date	Amount
69593	30	DUKE ENERGY PROGRESS	01/09/2026	<u><b>\$194.24</b></u>
69594	30	UNIFIRST CORPORATION	01/09/2026	<u><b>\$2,463.48</b></u>
69595	30	CURTIS WAYNE DANIEL JR.	01/13/2026	<u><b>\$33,475.00</b></u>
69596	30	DRAWINGBOARD PRINTING	01/13/2026	<u><b>\$199.27</b></u>
69597	30	PITNEY BOWES GLOBAL	01/13/2026	<u><b>\$120.49</b></u>
69598	30	DUKE ENERGY PROGRESS	01/14/2026	<u><b>\$2,213.85</b></u>
69599	30	KATALYST NETWORK GROUP LLC	01/14/2026	<u><b>\$2,378.00</b></u>
69600	30	QUILL CORPORATION	01/14/2026	<u><b>\$157.46</b></u>
69601	30	Virginia G. Booker	01/14/2026	<u><b>\$5,000.00</b></u>
69602	30	FIRST CITIZENS BANK	01/16/2026	<u><b>\$3,166.76</b></u>
69603	30	Always N Bloom	01/20/2026	<u><b>\$8.92</b></u>
69604	30	AMAZON CAPITAL SERVICES, INC.	01/20/2026	<u><b>\$83.60</b></u>
69605	30	Core & Main	01/20/2026	<u><b>\$2,662.97</b></u>
69606	30	DONNIE MATTHEWS	01/20/2026	<u><b>\$100.00</b></u>
69607	30	DUKE ENERGY PROGRESS	01/20/2026	<u><b>\$12,008.27</b></u>
69608	30	GFL ENVIRONMENTAL	01/20/2026	<u><b>\$789.78</b></u>
69609	30	GUPTON SERVICES, INC	01/20/2026	<u><b>\$130.00</b></u>
69610	30	INFORMATION TECHNOLOGY SERVICE	01/20/2026	<u><b>\$258.23</b></u>
69611	30	PETE SMITH TIRE & QUICK LUBE, INC	01/20/2026	<u><b>\$1,076.31</b></u>
69612	30	RICK EDWARDS ELECTRIC	01/20/2026	<u><b>\$720.00</b></u>
69613	30	SouthData, Inc	01/20/2026	<u><b>\$11.61</b></u>
69614	30	SOUTHERN CORROSION, INC.	01/20/2026	<u><b>\$5,265.04</b></u>
69615	30	TIME WARNER CABLE	01/20/2026	<u><b>\$190.00</b></u>
69616	30	WARREN COUNTY PUBLIC WORKS	01/20/2026	<u><b>\$1,721.25</b></u>
69617	30	AMAZON CAPITAL SERVICES, INC.	01/21/2026	<u><b>\$102.44</b></u>
69618	30	FRONTIER NATURAL GAS	01/21/2026	<u><b>\$322.87</b></u>
69619	30	FRONTIER NATURAL GAS	01/21/2026	<u><b>\$78.90</b></u>
69620	30	Teague Campbell Dennis & Gorham	01/21/2026	<u><b>\$315.00</b></u>
69621	30	WHITCO TERMITE & PEST CONTROL	01/21/2026	<u><b>\$50.00</b></u>

## Check Listing

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Check Number	Bank	Vendor	Date	Amount
69622	30	AT&T MOBILITY II LLC	01/22/2026	<u><b>\$445.13</b></u>
69623	30	GALLS QUARTERMASTER	01/22/2026	<u><b>\$59.52</b></u>
69624	30	NCWTFO CERTIFICATION BOARD	01/22/2026	<u><b>\$50.00</b></u>
69625	30	BREEDLOVE ELECTRIC, INC	01/23/2026	<u><b>\$6,039.67</b></u>
69626	30	DUKE ENERGY PROGRESS	01/23/2026	<u><b>\$71.04</b></u>
69627	30	FLEMING INVESTMENT COMPANY	01/23/2026	<u><b>\$3,000.00</b></u>
69628	30	KING'S FITNESS & NUTRITION CENTER	01/23/2026	<u><b>\$300.00</b></u>
69629	30	T-RAZ Inc. Zar Electric	01/23/2026	<u><b>\$73.66</b></u>
69630	30	WHITCO TERMITE & PEST CONTROL	01/23/2026	<u><b>\$100.00</b></u>
69631	30	BANZET,THOMPSON, STYERS & MAY, PLLC	01/28/2026	<u><b>\$1,500.00</b></u>
69632	30	BANZET,THOMPSON, STYERS & MAY, PLLC	01/28/2026	<u><b>\$1,313.00</b></u>
69633	30	DEPT OF THE SECRETARY OF STATE	01/28/2026	<u><b>\$38.00</b></u>
69634	30	HUMANA SPECIALTY BENEFITS	01/28/2026	<u><b>\$29.38</b></u>
69635	30	MUTUAL OF OMAHA	01/28/2026	<u><b>\$1,806.33</b></u>
69636	30	PRUDENTIAL RETIREMENT	01/28/2026	<u><b>\$2,069.19</b></u>
69637	30	AMAZON CAPITAL SERVICES, INC.	01/29/2026	<u><b>\$10.66</b></u>
69638	30	AT&T MOBILITY II LLC	01/29/2026	<u><b>\$778.74</b></u>
69639	30	COLUMBIAN MUTUAL LIFE INS CO	01/29/2026	<u><b>\$26.09</b></u>
69640	30	DEBORAH M PATILLO	01/29/2026	<u><b>\$40.12</b></u>
69641	30	HARRIS INVESTMENTS INC	01/29/2026	<u><b>\$151.85</b></u>
69642	30	PEAC SOLUTIONS	01/29/2026	<u><b>\$161.85</b></u>
69643	30	TOPOS UNDERGROUND BORING LLC	01/29/2026	<u><b>\$388.56</b></u>
69644	30	VERIZON WIRELESS	01/29/2026	<u><b>\$320.08</b></u>
69645	30	Truist Governmental Finance	01/30/2026	<u><b>\$8,121.00</b></u>
69646	30	UNIFIRST CORPORATION	01/30/2026	<u><b>\$1,042.61</b></u>
83		Checks Totaling -		<b><u>\$150,963.32</u></b>

### Totals By Fund

	Checks	Voids	Total
34	\$3,531.04		\$3,531.04
36	\$2,053.84		\$2,053.84
37	\$47,543.08		\$47,543.08

## Check Listing

Date From: 1/1/2026 Date To: 1/31/2026  
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Check Number	Bank	Vendor	Date	Amount	
			Checks	Voids	Total
38			\$29,312.79		\$29,312.79
39			\$32,234.57		\$32,234.57
77			\$33,475.00		\$33,475.00
79			\$2,813.00		\$2,813.00
Totals:			\$150,963.32		\$150,963.32

# Memo

**To:** Town Commissioners  
**From:** Brandon Elliott  
**CC:** Mayor, Town Administrator  
**Date:** February 4, 2025  
**Re:** January 2026 Monthly Activity Report for Public Works

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## 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) Purchase spare pump for Riggans Sewer Lift Station – (Estimated Cost for pump - \$29,000.00). (4) Purchase spare pump for F&M Sewer Lift Station and install emergency port – (Estimated Cost – \$65,000). (5) 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).  
  
• **Completed Water and Sewer System Maintenance/Repair Related Information:**  
(1) Repair – Hauling the John Deere tractor to get repaired. (\$100.00) (2) Emergency Repair – Vac Pump Replacement at F&M pump station. Contractor: Breedlove Electric. Parts provided by the Town. (Labor 630.00) (3) Preventive Maintenance – Crane Inspection & Routine Maintenance. Contractor: Konecranes INC (Labor 397.50).

**Total cost for Maintenance and Repair Equipment (Account No. 38-851-351 & 38-852-351) - \$100.00**

**Total cost for External Contract Maintenance and Repair (Account No. 38-851-448 & 38-852-448) - \$1,027.50**

- **Water System Fire Hydrants Out of Service:** No change. We currently have 12 of 171 hydrants that are out of service for various reasons. A status report has been included in the board packet with details.
- **Unaccounted for Water %:** Please note these statistics: **3-Month Average (November 2025 – January 2026) Unaccounted for water is 24%. January 2026 unaccounted for water was 22%.** (4,593,000 gallons purchased and 3,577,000 gallons sold). Please see attached summary for full historical information.

## **Streets and Sanitation**

- **Current Tasks:** 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. Brick sidewalk power washing. Snow removal.



# Memo

**To:** Town Commissioners

**From:** Brandon Elliott

**CC:** Mayor, Town Administrator, Warren County Director of Public Utilities, Norlina Director of Public Works

**Date:** February 4, 2025

**Re:** January 2026 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) WWTP Sewer Trunk Line – additional construction work to resolve drainage issues. (**Estimated Cost -\$12,500**) (4) Oxidation Ditch 2 – integrate SCADA system for control of 4 existing mixers. (**Estimated Cost -\$21,000**)
- **Completed Plant Maintenance/Repair Related Information:** (1) Repair – Oxidation Ditch Mixer 1,3 and 4 installed and wired up by Breedlove Electric. (Labor 2,040.00 and Parts 2,567.77) (3) Preventative Maintenance – Crane Inspection & Routine Maintenance on Cranes. (Labor 1,192.50)

**Total cost for Repairs (Account No. 39-861-342) - \$6,220.27**

- **Plant Discharge Quality:** Our discharge quality remained good throughout the entire month with a total flow of 9.397 million gallons.

### Bulk Water Purchased From Warren County

	FY 2011 - 2012	FY 2012 - 2013	FY 2013 - 2014	FY 2014 - 2015	FY 2015 - 2016	FY 2016 - 2017	FY 2017 - 2018	FY 2018 - 2019	FY 2019 - 2020	FY 2020 - 2021	FY 2021 - 2022	FY 2022 - 2023	FY 2023 - 2024	FY 2024 - 2025	FY 2025 - 2026
<u>Month</u>	Gallons Purchased														
July	8,165,930	10,236,700	5,985,900	6,951,000	6,030,000	6,229,000	6,396,000	7,800,000	6,605,000	6,658,000	4,470,000	7,551,167	5,808,000	4,819,000	
August	8,853,170	10,071,600	6,082,000	5,915,000	7,050,000	6,787,000	6,176,000	7,205,000	7,438,000	6,766,000	4,981,333	4,160,000	6,017,167	5,828,000	4,503,000
September	8,055,100	9,384,800	6,031,000	4,848,000	6,000,000	6,404,000	5,996,000	7,235,000	6,180,000	5,282,000	4,228,333	5,180,000	7,272,167	6,470,000	4,568,000
October	7,112,400	8,593,100	5,532,000	5,809,000	6,130,000	4,997,001	6,018,000	7,437,000	6,306,000	5,638,000	3,961,333	5,154,000	8,937,167	6,660,000	4,451,000
November	6,923,700	4,977,400	5,677,000	5,892,000	5,420,000	5,744,000	5,832,000	6,969,000	5,910,000	5,682,000	4,762,333	4,886,000	9,638,167	5,555,000	4,003,000
December	7,166,100	5,293,190	5,383,000	5,037,000	5,990,000	7,305,000	9,051,000	8,237,000	5,129,000	6,756,000	4,123,333	6,145,000	5,316,000	5,001,000	4,394,000
January	6,216,600	6,086,000	6,602,000	5,974,000	5,747,000	6,465,604	7,768,000	6,389,000	5,646,000	5,320,000	4,509,000	4,710,000	4,722,000	5,233,000	4,593,000
February	5,770,050	5,693,400	6,890,000	6,570,000	6,152,000	5,947,000	5,422,000	6,668,000	5,376,000	4,852,000	4,100,000	4,282,167	3,665,000	3,899,000	
March	8,927,000	6,079,500	6,928,000	7,289,000	6,606,000	6,023,000	6,382,000	6,067,000	6,120,000	4,987,000	3,578,000	5,123,167	4,532,000	4,483,000	
April	8,474,900	6,125,000	6,494,000	6,870,000	5,275,000	6,246,000	5,982,653	5,837,000	6,161,000	4,985,000	4,076,000	3,855,167	5,199,000	3,859,000	
May	9,256,300	6,672,640	6,582,362	6,850,000	6,155,000	6,039,000	5,890,033	6,725,000	6,605,000	4,297,000	4,014,000	4,511,167	5,882,000	3,833,000	
June	9,941,150	5,006,600	6,656,000	6,320,000	7,404,000	6,419,000	6,047,314	7,800,000	6,766,000	4,357,000	4,469,000	3,334,167	6,480,000	4,316,000	
Total	94,862,400	84,219,930	74,843,262	74,325,000	73,959,000	74,605,605	76,961,000	83,505,000	75,437,000	65,527,000	53,460,667	55,810,835	75,211,835	60,945,000	31,331,000

### Water Sales - Gallons Billed Out to Town Customers

	FY 2011 - 2012	FY 2012 - 2013	FY 2013 - 2014	FY 2014 - 2015	FY 2015 - 2016	FY 2016 - 2017	FY 2017 - 2018	FY 2018 - 2019	FY 2019 - 2020	FY 2020 - 2021	FY 2021 - 2022	FY 2022 - 2023	FY 2023 - 2024	FY 2024 - 2025	FY 2025 - 2026
<u>Month</u>	Gallons Sold														
July	5,044,040	4,746,009	3,983,000	4,987,000	3,955,000	4,478,000	3,656,000	4,588,000	6,318,006	4,692,003	3,760,000	3,360,000	3,711,000	3,447,000	3,265,000
August	6,226,031	5,874,014	4,779,000	5,304,000	5,914,000	3,956,000	5,043,004	4,266,000	6,810,003	4,553,003	3,793,000	3,458,000	3,261,000	3,105,000	3,326,000
September	5,175,024	4,242,015	4,735,000	4,478,000	5,627,000	5,082,000	3,994,000	4,369,000	5,412,004	4,302,001	3,658,000	3,355,000	3,419,000	3,318,000	3,401,000
October	4,602,016	3,859,012	4,270,000	3,592,000	3,875,000	3,815,000	3,772,000	4,110,000	7,454,004	3,772,000	3,445,000	3,516,000	3,496,000	2,931,000	3,191,000
November	5,403,028	3,849,010	4,041,000	4,466,000	4,851,000	4,790,000	4,557,000	4,020,000	4,716,004	4,041,000	3,510,000	3,266,000	3,253,000	3,179,000	3,384,000
December	4,149,021	4,348,014	3,852,000	4,597,000	4,237,000	3,317,000	3,837,000	3,764,000	4,592,004	3,293,007	3,703,000	3,016,000	3,737,100	3,011,000	2,831,000
January	4,187,013	3,934,009	4,773,000	3,708,000	4,028,000	3,543,000	4,613,000	4,417,000	3,769,003	3,500,000	3,962,000	3,422,000	3,219,100	3,017,000	3,577,000
February	4,785,012	4,690,010	4,540,000	4,529,000	4,437,000	4,440,000	4,374,000	3,829,005	4,379,008	3,751,002	3,717,000	2,982,000	3,131,000	3,687,000	
March	4,159,011	4,315,013	5,012,000	5,543,000	4,362,000	3,883,000	3,811,000	3,622,004	3,480,004	3,280,000	3,280,006	2,992,000	2,784,000	2,796,000	
April	4,201,009	3,687,003	4,321,000	4,965,000	4,010,000	3,797,000	4,041,000	5,713,009	3,809,003	3,650,000	4,248,000	3,367,000	3,072,000	3,170,000	
May	3,987,008	3,938,003	3,893,000	4,056,000	4,384,000	4,494,000	4,286,000	5,192,007	3,787,003	3,988,000	3,547,000	3,576,000	3,270,000	3,198,000	
June	5,473,014	5,039,000	4,096,000	5,871,000	4,650,000	4,882,000	3,843,000	3,707,007	4,378,003	4,190,000	3,765,000	3,571,000	3,808,000	3,387,000	
Total	57,391,227	52,521,112	52,295,000	56,096,000	54,330,000	50,477,000	49,827,004	51,597,032	58,904,049	47,012,014	44,388,006	39,881,000	40,161,200	38,246,000	22,975,000

### Unaccounted-For Water (%)

	FY 2011 - 2012	FY 2012 - 2013	FY 2013 - 2014	FY 2014 - 2015	FY 2015 - 2016	FY 2016 - 2017	FY 2017 - 2018	FY 2018 - 2019	FY 2019 - 2020	FY 2020 - 2021	FY 2021 - 2022	FY 2022 - 2023	FY 2023 - 2024	FY 2024 - 2025	FY 2025 - 2026
<u>Month</u>										%	%	%	%	%	%
July	38	54	33	28	34	28	43	34	19	29	44	25	51	41	32
August	30	42	21	10	16	42	18	41	8	33	24	17	46	47	26
September	36	55	21	8	6	21	33	40	12	19	13	35	53	49	26
October	35	55	23	38	37	24	37	45	33	13	32	61	56	28	
November	22	23	29	24	10	17	22	42	20	29	26	33	66	43	15
December	42	18	28	9	29	55	58	54	10	51	10	51	30	40	36
January	33	35	28	38	30	45	41	31	33	34	12	27	32	42	22
February	17	18	34	31	28	25	19	43	19	23	9	30	15	5	
March	53	29	28	24	34	36	40	40	43	34	8	42	39	38	
April	50	40	33	28	24	39	32	2	38	27	13	41	18		
May	57	41	41	41	29	26	27	23	43	7	12	21	44	17	
June	45	-1	38	7	37	24	36	52	35	4	16	-7	41	22	
Average	38	37	30	24	26	32	34	37	26	27	17	27	43	35	26

**Hydrants Out of Service as of 2-5-26**

Hydrant #	Location	Hydrant Brand	Model	Bury Depth	Year	Description of Problem (vehicle damage, leaking, etc.)	Parts Needed
19	West Ridgeway & Spring St.	MH	#445310	?	1974	No water coming out of hydrant.	
47	Wilcox & Spring	Clow	Medallion	4 1/2	2013	Inadequate Flow	
31	220 Hayley St.	MH	#445310	4 1/2	1973	Hydrant assembly is seized.	
33	Across from 514 W Franklin St.	WATEROUS	W-67U	?	?	Hydrant assembly is seized.	
52	End of Pluto St.	Kennedy	150`	?	1974	Hydrant assembly is seized.	
66	209 Warren St.	USP	855600	5 1/2	1984	Hydrant assembly is seized.	
72	204 Red Hill Loop Rd.	USP	855600	5 1/2	1984	Flange is broken - hydrant leaks.	Ordered flange repair kit from Consolidated Pipe 3-5-25 - 5/7/25 - Supplier has not received repair kit.
80	On Right in front of Armory	Mueller	Centurion	4 1/2	1990	Hydrant will not cut off.	Valve seat received.
82	Across from 318 N. Bute St.	Mueller	Centurion	4 1/2	?	Vehicle damage - damage is beyond repair.	
110	Left of Walgreens E. Macon St.	Mueller	Centurion	4 1/2	1975	No water coming out of hydrant.	Valve seat received.
139	Hall Street	MH	#445310	4 1/2	1974	Hydrant will not cut off	
91	S Main St & College St	Mueller	Centurion	4 1/2	1986	Hydrant or hydrant leg is leaking.	Valve seat received.



## Warrenton Police Department



Board of Commissions Meeting - **February** (reporting period: **January**)

DATE	EVENT TYPE	STATUS
1/6/2026	Warrant Service	Closed
1/7/2026	Obtaining a Thing of Value by Financial Transaction Card Fraud	Closed
1/12/2026	Obtaining Property by False Pretenses	Active
1/17/2026	Injury to Real Property	Inactive
1/23/2026	Obtaining Property by False Pretenses	Active
1/30/2026	Suspicious Death	Inactive

# Activity Log Event Summary (Cumulative Totals)

Warrenton Police Department

(01/01/2026 - 01/31/2026)

Accident	2	Alarm Activation	6
Arrest	1	Assist Elderly/Lost person	3
Assist Fire Dept	3	Assist Motorist	3
Assist WC EMS	3	Assist WCSO	13
Careless and Reckless Driving	3	Check Station/ Checkpoint	1
Child Custody Exchange	1	Civil Dispute	1
Complaint	3	Court	1
Disabled Vehicle	2	Dispute	1
Disturbance	1	Escort	3
Follow up Investigation	3	Foot Patrol	10
Fraud	3	Information by Phone	1
Investigation and/or Interview	4	Juvenile Issues	1
Open Door (Residence)	1	Other	2
Parking Violation	1	Patrol	21
Property Check – Business	121	Property Check – Residential	27
Suspicious Person / Vehicle	1	Talk with Officer	13
Traffic Control	1	Traffic Stop	21
Training	4	Welfare Check	7

Total Number Of Events: 293



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

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### **BOC Meeting January 2026 – Action Items Checklist**

1. Make changes to zoning map with Reynolds Tavern change. (cont.)
2. Execute recombination deed with Mayor and submit to Mitch Styers for filing at Register of Deeds.
  - ✓ Awaiting a reply from Mitch Styers
3. Investigate options to opt out of early voting and voting at one location on election day
  - ✓ Contacted Debbie Formyduval. Will follow up when she returns from surgery.
4. Execute Dennis Wilson's Backup ORC agreement
  - ✓ Done
5. Work on Christmas decorations with Dian
  - ✓ Ongoing
6. Determine Dameron building solid waste fee
  - ✓ There is none, they handle own trash.
7. Execute certifications for grant related engineering services
  - ✓ Done
8. Execute resolution for street closure during festivals
  - ✓ Done



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### **STATUS OF GRANTS (Changes are underlined)**

#### **NC DEQ Waste Water SRP-W-0224**

- Town awarded \$1,000,000 for improvements to the town's sewer lines. (SRP projects limited to \$3MM award every 5 years for both water and sewer.) Engineering plans due to State by December 2025. Possible project bid Spring 2026.

#### **NC DEQ WWTP SRP-W-0220**

- \$2,000,000 awarded. Project to replace 44-year-old rotors and clean out oxidation ditch #1, which are currently the most critical issues at the WWTP and bring oxidation ditch #2 online. Engineering plans being developed, due to State by June 2026.

#### **NC DEQ Water Infrastructure Rehab SRF-D-2057**

- Town-Wide Water System Improvements: \$1,564,600 (Received award notice.) Engineering plans have been submitted to the State for review. Possible project bid in Winter 2025.

#### **NC DEQ Water AIA Stormwater Planning SRP-SW-0007**

- Town awarded \$400,000 for stormwater planning. Town has adopted resolution accepting award. A team has been inspecting all stormwater infrastructure for the past month. No major issues have been found to date.

#### **NCDEQ: WWTP Improvements SRP-W-0044**

- Warrenton has been approved grants to receive \$3,000,000. ER will need to be adjusted for \$3,000,000 to utilize grant funds only and not a loan.

#### **FEMA Generator Grant:**

- Town on the list to receive funding to establish backup generators at Red Hill Loop and Ridgeway Warrenton pump stations totaling approximately \$170,000. Sent State opt in to State Centric project bidding and management process. A follow up agreement between state and town will be generated. A 5% match is required from the Town, which is lower than usual because this award is part of Helene funding. The Town will also be required to pay for fencing. Once the agreement to manage and bid the project is signed, the state will go out to bid for 30 days. Normally, they seek three bids.

**USDA Community Facilities:**

- USDA has awarded the Town a grant/loan package for purchase of leaf machine. \$93,000 total, requesting \$50,000 in grant funding and \$43,000 financed over 5 years with annual payment of \$9898. The Town has taken delivery of the leaf machine and a loan closing has been completed.

**Golden Leaf Storm Water Grant**

- Town awarded \$196,447.50 for stormwater repairs to Brehon Street.
- Survey of affected area is complete.
- Construction began on 5/5/2025. Recently approved 220 feet stormwater piping connecting to the project area has been completed and all reimbursements have been applied for.

**FEMA Cybersecurity Grant:**

- State and Local Cybersecurity Grant awarded to the town of Warrenton in the amount of \$48,982. Sequentially implementing parts of grant project.

**NCDEQ:**

- NC Dept of Air Quality grant application for replacement of EV Charging Station in amount of approximately \$141,000. This 100% grant has been awarded to the Town of Warrenton. Awaiting approvals from Warren County before can install electrical, both for the EV Station and for Duke Energy's underground wiring.

**NCLM Assistance Grant**

- Funded by ARP through NCLM, the League engaged the legal firm of Parker Poe to assist the Town in making changes, at no cost to the Town, to:
  - Compliance of zoning code with any updated requirements from state
  - Review of sign ordinances
  - Recommendations for driveway sizes

Estimate items to be presented to Board in Fall 2025

## Warrenton Budget Amendments

Date:

2/9/2026

**Number:**

#10

### **Purpose of Amendment:**

The purpose of this BA is to purchase new Christmas decorations to replace the wreaths on the electric poles.

**Fund Name:**

## Signs & Lights

## Revenue

Account Title/Number:	Increase Amount	Decrease Amount
Approp FB/37-395-396	18506.07	-
		-

**Subtotal**

18,506

1

Total

18.506

18,506

18.506

### Grand Total

## Warrenton Budget Amendments

Date:

2/9/2026

**Number:**

#11

### **Purpose of Amendment:**

The purpose of this BA is to pay for Ginger Booker to review the water/sewer ordinances and make clarifications, revisions and bring ordinances up to date with current laws.

**Fund Name:**

## Water/Sewer

## Revenue

Account Title/Number:	Increase Amount	Decrease Amount
Approp FB WS/38-395-396	5,000	-
	-	

## Subtotal

5,000

1

Total

5.000

### Grand Total

5,000

5.000



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

P.O. Box 281  
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GRANT PROJECT ORDINANCE  
(AIA Stormwater Mapping)

**BE IT ORDAINED** by the Board of Commissioners of the Town of Warrenton, North Carolina that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following Grant Project Ordinance is hereby adopted:

**Section 1:** The Grant Project authorized by the Board of Commissioners of the Town of Warrenton is for the purpose of receiving and distributing funds for the Stormwater Mapping Grant funded by the Local Assistance for Stormwater Infrastructure Investments (LASII) grant program of the State of North Carolina.

**Section 2:** The Board of Commissioners of the Town of Warrenton directs the Town Administrator to proceed with the Grant Project within the terms of the grant documents, the rules and regulations of LASII and the budget contained herein.

**Section 3:** The following expenditure amounts are appropriated for the project:

<u>Engineering Services</u>	
Project Management	\$ 20,000.00
GIS Stormwater System Inventory/Mapping	\$ 100,000.00
Stormwater System Inspection/Condition Assess	\$ 150,000.00
Stormwater Management Plan	\$ 50,000.00
5 -Year Capital Improvement Plan	\$ 30,000.00
Stormwater Operations & Maintenance Plan	\$ 30,000.00
Grant Administration	\$ 20,000.00
<b>Total Project Costs</b>	<b>\$ 400,000.00</b>

**Section 4:** The following financing source is available to complete this project:

<b>LASII grant</b>	<b>\$ 400,000.00</b>
--------------------	----------------------

**Section 5:** The Town Administrator is hereby directed to maintain within the Grant Project fund sufficient specific detailed accounting records to provide the accounting to the grantor agency required by the grant agreement and Federal and State regulations.

**Section 6:** The Town Administrator is directed to include a detailed analysis of past and future costs and revenues of this Grant Project in every budget submission made to this Board of Commissioners.

**Section 7:** The Town Administrator shall be authorized to transfer appropriations within the various line items of this Grant Project ordinance, as he deems necessary, subject to the approval of the Local Government Commission. All such transfers shall be reported to the Board of Commissioners.

**Section 8:** The Mayor and Town Administrator be authorized to execute all necessary forms related to this project.

Adopted this day of February 9, 2026.

---

Walter M. Gardner, Jr. - Mayor

Date

---

Robert Davie - Town Administrator

Date

Town of *Warrenton*  
NORTH CAROLINA

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

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APPLICATION FOR ZONING SPECIAL USE PERMIT

\* \$300 processing fee is required \*

Date: 1/15/26

Name of Applicant: Ruth Reid (Kangaroo Kids) Telephone No. 252-252-9108

Address: 139 South Main St. Warrenton, N.C.

Owner: Ruth Reid Telephone No. 252-820-9651

Address: 157 Oak Rd. Macon, N.C.

Current Zoning: \_\_\_\_\_

Tax Number of Parcel: \_\_\_\_\_

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

139 Main St Warrenton

Specific Zoning ordinance for which the variance is being requested:

111.02

Special Use Request: party venue, arcade,

Use of each adjacent property: barbershop, museum

\* Attach additional pages as necessary \*

Explain how all applicable specific conditions pertaining to the proposed use have been or will be satisfied;

daytime hours, parking in rear of building, will not effect adjoining businesses.

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

main st. parking along with parking in rear of building.

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

same as above

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

building inspected by fire marshal, working with library for children to visit, it is more than adequate.

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

outside & inside window are decorated and pleasing to the public.

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

Hours: Sat. 11-6 Sun 12-5

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

The building will be for youth birthday parties.

Provides a safe fun place for families to bring their children.

\* Attach additional pages as necessary \*

Explain how the use will not be a detriment or deterrent to economic development;

It will enhance the downtown business area.

It will bring families to downtown Warrenton.

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

The business will in no way interfere with existing businesses, and will bring a safe entertainment area for children in the area.

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

The building is part of the buildings along Main St.  
Warrenton.

Ruth K. Reid  
Signature of Applicant

**Signature of Applicant**

**For Town Staff Use Only**

Fee Paid: \$        (\$300.00)

Public Hearing Held on \_\_\_\_\_ At: \_\_\_\_\_

Board of Commissioners meeting held on \_\_\_\_\_ At \_\_\_\_\_

Approved: \_\_\_\_\_ Denied: \_\_\_\_\_

**Explanation:** \_\_\_\_\_

Date:

Robert F. Davie, Jr.  
Town Administrator

Town of *Warrenton*  
NORTH CAROLINA

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

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Warrenton, NC 27589-0281  
(252) 257-1122 Fax (252) 257-9219  
[www.warrenton.nc.gov](http://www.warrenton.nc.gov)

**APPLICATION FOR GAME ROOM PERMIT**

DATE: 11/15/2026

The Town of Warrenton requires an investigative background check pursuant to the Town Ordinances regarding Amusements (Chapter 111). The Applicant acknowledges that the Town may now, or at any time while the gaming operation is in existence, perform a background check, which may include but not limited to: driving record, criminal records from Federal, State or Local criminal justice Agency in North Carolina or any other State. The results of this process will be used to determine eligibility for a Game Room in the Town's zoning district. All results will be kept CONFIDENTIAL.

Applicant Name (First Middle Last): Ruth Kathleen Reid

Other Name(s) Used (like Maiden): Rohaly

Social Security Number: 156-46-8790 Sex. Race: F, W

Driver's License No. and State of Issue: \_\_\_\_\_

Month, Day and Year of Birth: 10/16/1952

Place of Birth (City, State, Country): Irvington, N.J.

Current Address (street address): 157 Oak Rd.

Current City, State, Zip Code: Macon, N.C. 27551

Former Address (1): \_\_\_\_\_

Former City, State, Zip Code: \_\_\_\_\_

Former Address (2): \_\_\_\_\_

Former City, State, Zip Code: \_\_\_\_\_

How many employees does the business have? 1

What are the operating hours of business? Sat. 11-6, Sun. 12-5

How did the applicant become involved in this business? own Bouncehouse business

Kangaroo Kids Bounce House & Party Rentals

Background Application Page 2

List any other partners and/or shareholders in the business:

N/A

List any other businesses that the applicant is associated with:

N/A

List five (5) character references including address and telephone numbers:

David Erdmann

Sherry Herman

Eric Freeman

Dana Coon

I have carefully read and understand this disclosure and consent form and by my signature consent for the Town of Warrenton Police Department to conduct and prepare an investigative report in conjunction with my application for a Game Room permit. I further understand that this consent will apply during the period that the Game Room is in operation and that such consent will remain in effect until revoked in a written document signed by me. In the event that I wish to refuse or revoke my consent at any time, I understand that I may do so. I further understand that refusing or revoking consent may be cause for revoking my Game Room permit.

I, the undersigned Applicant, do hereby certify that the information provided by me for the purpose of a Game Room permit is true and complete to the best of my knowledge. I understand that if I am granted a permit any false statements will be considered as a cause for revocation of my license to operate a Game Room in the Town of Warrenton.

I authorize the Town of Warrenton Police Department to conduct a background investigation as required by Warrenton Code of Ordinances Chapter 111 and hereby authorize the release of records that may be required to complete this investigation.

Ruth K. Reid

Applicant Signature

1/15/26

Date

Ruth K. Reid

Typed or Printed Name



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

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### **Water Rate Increases from Warren County**

Warren County is a partner in the Kerr Lake Regional Water System (KLRWS). The Town's current purchase contract with Warren County is 5% over the cost that Warren County pays to the KLRWS.

Costs to the Town of Warrenton from Warren County are expected to increase at least 55% from current rates beginning July 1, 2026.

**Current rate: \$3.17**

**Planned rate: \$4.69**

**Difference: \$1.52**

During the Town's budget preparation process, rate increases will need to be considered for all types of users including in-town, out-of-town, super users, etc. This increase would be for water only, though sewer increases may be needed as well.

At this point, the usage rate to users would be the most logical area to increase, by at least the same dollar amount rather than the percentage. So, in-town users who currently pay \$9.49 per thousand gallons, for example, would see an increase to \$11.01 per thousand gallons at a minimum.



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

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### **Water Damage at Town Hall**

A six-gallon water heater located in the 2<sup>nd</sup> floor ceiling failed and water came into the kitchen area eventually into the museum area of Town Hall. An insurance claim has been filed and the Town will have a \$2500 deductible.

Remediation is including:

- Replacement of water heater
- Replacement of ceiling tiles
- Replacement of insulation surrounding ductwork
- Dehumidification
- Possible wall deconstruction and mold mitigation

Remediation work is ongoing.