



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
July 13, 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 June 8, 2026, Minutes of Public Hearings June 8, 2026, Minutes Emergency Meeting July 1, 2026
6. Consent Agenda
 - a. Mission and Goals
 - b. Year-to-Date Revenue and Expenditure Reports
 - 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)
 - i. Presentation, Cherie Nielson Warren County TDA
 - ii. Report, Quilter's Lane
 - g. Planning/Zoning/Annexation (Mr. Young)
8. Old Business
 - a. Budget Amendments for Siren, Insurance Proceeds – for consideration
9. New Business
 - a. Flock/Body Camera Grant Update – for information
 - b. Resolution for Christmas Parade street closure – for consideration
 - c. Resolution for Homecoming Parade street closure – for consideration
 - d. Resolution for Harvest Moon Festival street closure – for consideration
 - e. Maintenance Agreement Town Hall Generator – for consideration
 - f. Grant Project Ordinance – Stormwater AIA – for consideration
 - g. Out-of-Town Water/Sewer Rate Justification – 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**



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Robert F. Davie, Jr. – Town Administrator

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BOARD OF COMMISSIONERS REGULAR MONTHLY MEETING

June 8, 2026

7:00 P.M.

Minutes

Those in attendance were:

Mayor Walter Gardner	Commissioner Aaron Ayscue
Commissioner Nat White	Commissioner Dian Sourelis
Commissioner Michael Coffman	Commissioner Jason Young
Commissioner Mary Hunter	Commissioner John Blalock
Robert Davie, Town Administrator	Meredith Valentine, Finance Director
Brandon Elliott, Public Works Director	
Sgt. E. Tharrington	
Tracy Murray, 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, June 8, 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 Commissioner Sourelis.

Conflict of Interest Statement and Proposed Agenda

The Conflict-of-Interest statement was reviewed. The Proposed Agenda was presented. Commissioner Blalock made a motion to approve the proposed agenda as presented, with a second by Commissioner Hunter. The motion was approved by unanimous vote.

Public Comments

There were none.

Minutes

The minutes of the May 11, 2026, Board of Commissioners meeting were presented. Commissioner Coffman 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 Checks Report
- (d) Public Works Monthly Reports
- (e) Sewer Adjustments
- (f) WWTP Monthly Report
- (g) Police Activity Report
- (h) Action Items from Prior BOC Meeting
- (i) Status of Grants

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.

Check Presentation – Beth Townsend, Duke Energy – Beth Townsend with Duke Energy presented Preservation Warrenton with a check for \$15,000. Accepting the check on behalf of Preservation Warrenton were Cynthia Jenkins and Cherie Nielson.

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.
- (c) Public Safety – Commissioner Ayscue had no additional report other than agenda items.
- (d) Human Resources – Information Technology – Commissioner White had no additional report other than agenda items.
- (e) Revitalization/Historic District Commission – Commissioner Coffman stated the Historic District Commission did not receive any applications for the month. Mr. Coffman presented four statements of interest to serve on the Revitalization Committee for approval. The applicants are Angie Rivera, Lenore McGahy, Madelynn Hundley, and Meagan McMillan. Commissioner Young made a motion to approve the applicants as recommended by the Revitalization Committee, with a second by Commissioner Hunter. The motion was approved by unanimous vote. Commissioner Coffman presented the Mural Agreement subject to legal review for discussion and consideration. Commissioner White made a motion to approve the agreement with mural designed to be determined, with a second by Commissioner Sourelis. The motion was approved by unanimous vote.
- (f) Beautification/Facilities – Commissioner Sourelis noted that several vinyl banners had been installed highlighting the 250th anniversary of the founding of the United States, which could be reused in 2029 for the Town's 250th anniversary.
- (g) Planning/Zoning/Annexation – Commissioner Young informed the Board that donations for the siren repairs exceeded the cost of the repairs.

Old Business

- a) **Budget Changes – for information and discussion–** Town Administrator, Robert Davie presented changes to the narrative for the proposed FY 2026-27 Budget. There were no changes to the total dollar amount budgeted as the changes have nominal effect.
- “A \$1.65 per 1,000 gallons increase to the water usage rate”. \$1.65 was changed to \$1.66.*
 - “A slight decrease is planned for out-of-town user sewer rate, from \$42.56 to \$42.50”. \$42.50 was changed to \$42.55.*
 - It was stated that the Town would NOT be seeking grant/loan funding for any vehicles, however, the Town will be seeking grant/loan funding for two Public Works trucks and two Police Patrol vehicles to replace existing aging vehicles (12 years old in Public Works and 9 years old in Police Departments). There is no financial impact on the proposed budget as USDA loan portions are deferred for one year.*
- b) **Budget Resolution – for discussion and consideration –** Town Administrator, Robert Davie presented the Budget Resolution for FY 2026/2027 for consideration. Commissioner Blalock made a motion to approve the Budget Ordinance as presented to include the fee schedule, with a second by Commissioner Hunter. The motion was approved by unanimous vote.
- c) **Budget Amendment #17 – for consideration –** Town Administrator, Robert Davie presented Budget Amendment #17 to adjust negative current year cash and negative prior years fund balance to zero for Fund 34 – Frontier Warren. Commissioner White made a motion to approve the budget amendment as presented, with a second by Commissioner Sourelis. The motion was approved by unanimous vote.
- d) **Christmas Decorations – for discussion and consideration –** Town Administrator, Robert Davie displayed a wreath and described bulb and bow replacement. He informed the Board that bulbs and bows replacements with Mosca Design would cost \$3,728, which would not include shipping costs. Commissioner Hunter made a motion to move forward with the bulb and bow replacement for the existing wreaths, with a second by Commissioner Ayscue. The motion was approved by unanimous vote.
- e) **Administrator’s Recommended Changes for HDC – for information and discussion –** Town Administrator, Robert Davie presented recommendations for changes to the Historic District Commission. After some discussion, Board members agreed that more discussion was needed and Commissioner Coffman will convene his Board committee to discuss further.

New Business

- (a) **USDA RBDG Grant Application – for information, discussion, and consideration -** Town Administrator, Robert Davie presented the Warren County Regional Creative Placemaking and Downtown Revitalization Initiative that will transform the historic courthouse square into a vibrant digital canvas through the art of 3D Projection Mapping. Commissioner Sourelis stated that the Tourism Development Authority (TDA) would help with the required match from the Town. Commissioner Sourelis made a motion to approve the grant application seeking match assistance from the TDA. Commissioner Hunter seconded the motion and the motion was approved by unanimous vote.

(b) MESCO Engineering Agreements – Project Scopes – for discussion and consideration –

Town Administrator, Robert Davie presented engineering agreements with Municipal Engineering, regarding AIA grant projects for Town water and sewer systems, for consideration. Commissioner Blalock made a motion to approve the engineering agreements as presented, with a second by Commissioner Young. The motion was approved by unanimous vote.

(c) DSI Printer Agreement – for discussion and consideration – Town Administrator, Robert Davie presented an agreement with DSI for necessary upgrade of six printers which will save the Public Works department \$23 per month. Commissioner White made a motion to approve the agreement as presented, with a second by Commissioner Hunter. The motion was approved unanimously.

(d) Crosswalk Mockup – for information – Town Administrator, Robert Davie presented a proposed crosswalk change by DOT at Market and Main Street. A minimum of twenty feet for pedestrian visibility is necessary at the crosswalk and currently there is only nine feet between where the crosswalk needs to be and the first parking stall. This change would require the removal of two parking spaces and shifting of handicapped parking. Commissioner Blalock made a motion to approve the crosswalk change as requested, with a second by Commissioner Sourelis. The motion was approved unanimously.

Announcements – There were none.

Closed Session: NC GS 143-318.11.a.4 to discuss matters relating to the expansion of a business - Commissioner Hunter made a motion to go into closed session, with a second by Commissioner White. The motion was approved by unanimous vote.

Return to Open Session

Commissioner White motioned to reenter open session. Commissioner Sourelis seconded the motion and the motion was approved by unanimous vote. No action was taken by the Board after reentering open session.

Commissioner Blalock motioned to adjourn with a second from Commissioner Young. The motion was approved by unanimous vote.

With no further business, the meeting was adjourned.



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PUBLIC HEARING
Proposed FY 2026/2027 Budget
June 8, 2026
6:45 PM

Mayor Gardner called the Public Hearing of the Town of Warrenton Board of Commissioners to order on Monday, June 8, 2026, at 6:45 p.m. The purpose of this public hearing is to invite citizen comments on the Proposed FY 2026/2027 Budget. Those attending were Mayor Walter Gardner, Town Administrator, Robert Davie, Commissioners Mary Hunter, Michael Coffman, Nat White, Dian Sourelis, Aaron Ayscue, John Blalock, and Jason Young.

Mayor Gardner asked for public comments.

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



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PUBLIC HEARING
Proposed Purchase and Installation of Public Light Display
June 8, 2026
6:45 PM

Mayor Gardner called the Public Hearing of the Town of Warrenton Board of Commissioners to order on Monday, June 8, 2026, at 6:45 p.m. The purpose of this public hearing is to invite citizen comments on the proposed purchase and installation of a permanent public light display at the courthouse square. Those attending were Mayor Walter Gardner, Town Administrator, Robert Davie, Commissioners Mary Hunter, Michael Coffman, Nat White, Dian Sourelis, Aaron Ayscue, John Blalock, and Jason Young.

Mayor Gardner asked for public comments.

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



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PUBLIC HEARING
Proposed Vehicle Purchases
June 8, 2026
6:45 PM

Mayor Gardner called the Public Hearing of the Town of Warrenton Board of Commissioners to order on Monday, June 8, 2026, at 6:45 p.m. The purpose of this public hearing is to invite citizen comments on the proposed purchase of vehicles for the Public Works Department and Police Department. Those attending were Mayor Walter Gardner, Town Administrator, Robert Davie, Commissioners Mary Hunter, Michael Coffman, Nat White, Dian Sourelis, Aaron Ayscue, John Blalock, and Jason Young.

Mayor Gardner asked for public comments.

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



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**Emergency Meeting
Warrenton Board of Commissioners
5:30 PM July 1, 2026
Minutes**

Mayor Gardner called to order the Emergency Meeting of the Warrenton Board of Commissioners on July 1, 2026, at 5:30 PM. Public notice of the meeting had been made per NC General Statutes. Attending were: Mayor Gardner, Commissioners Coffman, Young, Ayscue, Hunter, Blalock, Sourelis and White, and Town Administrator Robert Davie.

Mayor Gardner stated that the purpose of the meeting was to discuss the patriotic banners on Main Street. He summarized the situation, stating that there had been concerns about the wording on the banners, that the banners were taken down and then replaced with tape covering some of the wording. He asked for commissioner comments.

Commissioner Hunter stated that she believed the meeting to be in violation of the public meetings law, in that banners were not an “emergency” as would be a water tower failure or some other serious issue. She cited UNC School of Government references that indicated an offensive banner does not meet the standard, with no immediate harm or catastrophic loss present. She stated that if action was taken the Town would be subject to litigation risk.

Commissioner Blalock stated that he was in favor of removing the tape, covering over the words “of freedom”, and stated that the Board did not need to take action to remove the tape.

Commissioner Hunter stated that she was in favor of leaving the banners as they are.

Commissioner Sourelis stated that the Commission did not usually or ordinarily vote on these types of small details. She stated that no preparation for the 250th anniversary of the Declaration of Independence had been done until the last minute, and banners were ordered from the remaining in stock options and intended to serve two purposes including the Town’s upcoming 250th anniversary in 2029.

Commissioner Coffman stated that his Revitalization Committee makes decisions all the time regarding banners for sponsors, flyers all without Board prior approval. His committee could not function if Board approval was required for small decisions. He stated that he understood

that the current banner issue was sensitive with a trigger word, and at this point he was in favor of leaving the banners as they are.

Commissioner Hunter stated that the covering with tape was an effort at compromise and if changed would be offensive to a large percentage of population of the entire county.

Commissioner Sourelis stated that once concerns were expressed about the wording, she considered replacement options but that at such a late date no banners were available nor in stock and a special order would take three weeks to be delivered. She stated that "Celebrating Independence" would have been a better word choice than "Freedom" on a non-standard banner.

Commissioner Young stated that surrounding areas of Littleton and Lake Gaston had used the word "freedom" in their banners and festivals without issue.

Commissioner White stated that no actions had been taken with malintent. He agreed with Commissioner Hunter that if the legality of the meeting was in question no decisions should be made.

Mayor Gardner suggested that the matter be turned over to the Beautification Committee for consideration and for a recommendation to the Board of Commissioners. With no further discussion the Mayor closed the Emergency Meeting.

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 6/30/2026

34 FRONTIER WARREN								
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent	
Revenues								
34-335-340 State Econ & Infra Dev Grant FW Rev	13,333	0.00	0.00	13,333.35	13,333.35	0.35	100%	
34-351-422 Rent Paid to Town Frontier Warren	41,850	0.00	0.00	9,110.00	27,737.00	(14,113.00)	66%	
34-381-037 Transfer in from GF	48,533	0.00	46,545.39	46,545.39	46,545.39	(1,988.00)	96%	
34-395-396 Apropiated Fund Balance (budget only)	(46,545)	0.00	0.00	0.00	0.00	46,545.39		
Revenues Totals:	57,171	0.00	46,545.39	68,988.74	87,615.74	30,444.74	153%	
Expenses								
34-405-203 Supplies	300	0.00	0.00	0.00	146.10	153.90	49%	
34-405-250 Lights/Heat/Security	3,000	0.00	0.00	278.05	2,400.53	599.47	80%	
34-405-251 Telephone/Internet	2,900	0.00	0.00	215.66	2,323.57	576.43	80%	
34-405-255 Bldg Maint/Clean Srvs	2,800	0.00	0.00	900.00	2,367.00	433.00	85%	
34-405-400 Liability Insurance	38	0.00	9.50	9.50	28.50	9.50	75%	
34-405-422 Rent Paid by Town	34,500	0.00	0.00	0.00	30,000.00	4,500.00	87%	
34-405-499 Miscellaneous	300	0.00	0.00	0.00	0.00	300.00		
Non-Departmental Totals:	43,838	0.00	9.50	1,403.21	37,265.70	6,572.30	85%	
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	0.00	9.50	1,403.21	50,599.03	6,571.97	89%	
34 FRONTIER WARREN Revenues Over/(Under) Expenses:			46,535.89	67,585.53	37,016.71			

Budget vs Actual

Town of Warrenton
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Period Ending 6/30/2026

37 GENERAL FUND							
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
Revenues							
37-302-301 Ad Valorem Taxes - Current	620,784	0.00	0.00	37,847.81	621,808.00	1,024.00	100%
37-302-302 Ad Valorem Taxes - Prior Year	5,000	0.00	0.00	108.68	4,717.49	(282.51)	94%
37-302-303 Ad Valorem Taxes - all other prior years	2,000	0.00	0.00	398.21	6,105.27	4,105.27	305%
37-302-304 Ad Valorem Taxes - Penalties & Interest	2,200	0.00	0.00	1,965.15	6,782.85	4,582.85	308%
37-307-310 Motor Vehicles - Current	41,054	0.00	0.00	4,048.19	35,792.20	(5,261.80)	87%
37-320-320 Local Option Sales Tax Monthly	377,000	0.00	33,639.08	90,503.09	292,251.09	(84,748.91)	78%
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	28,695.85	28,695.85	71,652.43	(16,947.57)	81%
37-325-326 Beer & Wine Tax Annual	0	0.00	0.00	3,287.13	3,287.13	3,287.13	
37-325-328 Refund of Gas Tax paid monthly	1,000	0.00	217.71	375.56	1,002.26	2.26	100%
37-325-330 Solid Waste Disposal Tax Qrly	600	0.00	0.00	153.64	646.24	46.24	108%
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	0.00	5,434.00	5,534.00	5,334.00	2767%
37-345-345 Zone Board of Adj	1,800	0.00	100.00	150.00	2,900.00	1,100.00	161%
37-345-346 Code Enforcement	3,500	0.00	100.00	550.00	3,050.00	(450.00)	87%
37-351-353 Landfill Fees Residential	208,926	0.00	17,505.54	53,191.09	213,824.73	4,898.73	102%
37-351-355 Cemetery Fees	700	0.00	0.00	700.00	1,700.00	1,000.00	243%
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	4.50	31.50	72.00	(128.00)	36%
37-351-360 Cell Tower Rent	64,680	0.00	5,659.50	16,978.50	64,232.31	(447.69)	99%
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	32.00	32.00	(68.00)	32%
37-352-363 Donations	0	0.00	4,135.00	8,330.00	8,330.00	8,330.00	
37-365-001 Interest Income	60	0.00	14.96	25.85	88.61	28.61	148%
37-365-002 NCCMT Debt Setoff	500	0.00	198.60	198.60	198.60	(301.40)	40%

Budget vs Actual

Town of Warrenton
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Period Ending 6/30/2026

37 GENERAL FUND								
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent	
Disbursement								
37-365-034 Storefront Beautification Rev	15,000	0.00	0.00	0.00	6,760.00	(8,240.00)	45%	
37-365-351 Revitalization Comm	25,000	0.00	0.00	4,728.00	16,274.18	(8,725.82)	65%	
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	20.00	20.00	(980.00)	2%	
37-365-370 WWTP 25% of GF Exp	64,057	0.00	0.00	10,420.15	58,510.63	(5,546.37)	91%	
37-365-371 WS 25% of GF Exp	122,255	0.00	0.00	18,600.46	113,074.77	(9,180.23)	92%	
37-365-374 Insurance Proceeds GF	11,174	0.00	0.00	0.00	11,173.57	0.00	100%	
37-365-401 Mis/Revenue/License Tags	100	0.00	0.00	0.00	0.34	(99.66)	0%	
37-365-410 Interest Investment NCCMT	24,000	0.00	0.00	3,626.82	21,261.01	(2,738.99)	89%	
37-365-501 Misc Revenue POLICE	0	0.00	0.00	500.00	554.14	554.14		
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)	7,241	0.00	0.00	0.00	0.00	(7,241.00)		
37-395-396 Appropriated Fund Balance (Budget Only)	51,895	0.00	0.00	0.00	0.00	(51,895.39)		
Revenues Totals:	1,776,325	0.00	90,270.74	290,900.28	1,642,871.49	(133,453.47)	92%	
Expenses								
37-401-010 Salary - Full Time	186,796	0.00	14,960.78	44,663.13	182,217.97	4,578.08	98%	
37-401-012 Salary - Adm Assistant	58,180	0.00	4,268.80	12,806.40	56,044.40	2,135.60	96%	
37-401-020 ER-FICA Taxes	13,940	0.00	1,144.02	3,415.29	13,933.45	6.40	100%	
37-401-021 ER-FICA Taxes - Adm Assistant	4,287	0.00	326.08	978.24	4,281.12	5.88	100%	
37-401-030 ER-Retirement - Orbit	50,512	0.00	4,076.66	12,183.51	50,511.53	0.83	100%	
37-401-040 ER-Health Insurance	31,686	0.00	2,353.59	7,848.61	31,685.38	0.62	100%	
37-401-050 ER-Life Insurance	570	0.00	0.00	93.00	558.00	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	966	0.00	0.00	0.00	884.88	81.12	92%	
37-401-203 Supplies	4,500	107.16	821.72	957.06	3,208.68	1,184.16	74%	
37-401-250 Light, Heat & Security	7,236	162.34	803.41	1,310.99	6,057.67	1,015.99	86%	

Budget vs Actual

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37 GENERAL FUND							
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
37-401-251 Telephone & Postage	4,000	91.06	267.31	769.70	2,994.40	914.54	77%
37-401-255 Bldg. Maint/ Clean SVS	25,974	4,101.43	0.00	3,721.98	19,917.84	1,954.95	92%
37-401-256 Bank Fees/ Petty Cash	3,750	0.00	300.00	900.00	3,600.00	150.00	96%
37-401-295 Training	2,529	0.00	0.00	25.00	365.00	2,164.49	14%
37-401-301 Computer Maintenance	9,077	0.00	682.75	2,183.31	9,075.96	1.04	100%
37-401-302 Software Support	1,000	35.98	35.98	107.94	690.47	273.55	73%
37-401-304 Website	413	0.00	0.00	0.00	412.50	0.50	100%
37-401-305 Technology Upgrades	865	0.00	367.24	367.24	851.43	13.23	98%
37-401-306 Awning 25% Fund	500	0.00	0.00	0.00	500.00	0.00	100%
37-401-307 Special Events	1,765	0.00	98.46	273.46	1,748.75	16.25	99%
37-401-309 Advertising	1,415	289.90	451.58	451.58	747.03	378.07	73%
37-401-310 Dues & Subscriptions	4,000	0.00	0.00	140.00	2,893.15	1,106.85	72%
37-401-325 NC Sales/Use Tax Paid (No Tax)	2,000	337.88	0.00	30.87	1,652.23	9.89	100%
37-401-400 Liability Insurance	8,354	0.00	1,778.85	1,778.85	8,354.25	0.00	100%
37-401-401 County Tax Collection Svs	10,249	0.00	0.00	634.61	10,248.17	0.83	100%
37-401-405 Audit Expense	12,717	0.00	0.00	0.00	12,700.00	17.00	100%
37-401-410 Election Cost	6,473	0.00	0.00	6,472.82	6,472.82	0.52	100%
37-401-415 Economic Development	352	0.00	0.00	0.00	352.05	0.03	100%
37-401-420 Attorney Fees	3,900	1,500.00	0.00	1,200.00	2,400.00	0.00	100%
37-401-497 Sales & Uses Tax Expense	0	0.00	5,990.45	9,625.15	30,985.68	(30,985.68)	
37-401-499 Miscellaneous Expense	5,556	0.00	2,412.51	2,461.22	5,554.70	1.22	100%
37-401-802 Truist Parking Lot Loan Principal	10,576	0.00	0.00	0.00	10,575.50	0.50	100%
37-401-832 Truist Parking Lot Loan Interest	5,667	0.00	0.00	0.00	5,666.50	0.50	100%
37-401-998 Contingency	1,774	0.00	0.00	0.00	1,070.00	704.00	60%
General Government Totals:	481,980	6,763.43	41,140.19	115,399.96	489,467.99	(14,251.20)	103%
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	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	

Budget vs Actual

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37 GENERAL FUND								
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent	
37-402-295 Training	1,500	0.00	0.00	0.00	103.64	1,396.36	7%	
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	403.68	1,766.65	1,896.64	49%	
37-405-345 Zoning/Ordinances	8,000	0.00	532.00	532.00	7,572.00	428.00	95%	
37-405-407 Branded Clothing Sales	500	0.00	0.00	200.00	200.00	300.00	40%	
37-405-423 Quilters Lane	1,250	0.00	0.00	0.00	1,090.00	159.82	87%	
37-405-430 Historic District Comm	223	0.00	0.00	41.37	222.80	0.38	100%	
37-405-434 Storefront Beautification Exp	15,000	0.00	1,690.00	2,892.79	3,494.43	11,505.57	23%	
37-405-450 Revitalization Comm	25,000	0.00	600.48	3,834.17	8,499.39	16,500.61	34%	
37-405-470 Small Town Maint St	1,497	0.00	0.00	174.76	1,488.50	8.50	99%	
Non-Departmental Totals:	51,470	0.00	2,822.48	7,675.09	22,567.12	28,902.88	44%	
37-501-010 SALARY FULL TIME	283,008	0.00	21,167.26	62,834.26	269,228.63	13,779.15	95%	
37-501-014 Salary - Part Time	20,505	0.00	330.00	4,575.00	20,505.00	0.00	100%	
37-501-015 Salary-LEO Separation Allowance	15,000	0.00	1,085.94	3,257.82	13,031.28	1,968.72	87%	
37-501-016 Salary - Admin Assistant	43,827	0.00	3,329.60	9,988.80	43,668.32	158.68	100%	
37-501-019 Salary - Over-Time	5,078	0.00	929.28	1,604.16	4,344.33	733.35	86%	
37-501-020 ER-FICA Taxes	26,531	0.00	2,033.42	6,232.91	26,530.99	0.01	100%	
37-501-030 ER - Retirement Orbit	78,982	0.00	5,772.62	16,893.39	71,825.28	7,156.72	91%	
37-501-031 ER - 401K 5%	15,084	0.00	1,104.83	3,221.92	14,023.15	1,060.85	93%	
37-501-040 ER - Health Insurance	53,197	0.00	3,138.12	9,865.86	38,703.92	14,493.08	73%	
37-501-050 ER - Life Insurance	1,152	0.00	0.00	155.00	930.00	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	944	0.00	0.00	0.00	791.78	152.56	84%	
37-501-203 Supplies	4,979	(342.10)	735.74	1,918.93	4,870.73	450.62	91%	
37-501-204 Uniforms	4,331	0.00	616.00	1,272.89	4,065.69	265.31	94%	
37-501-205 Equipment & Material	9,031	2,354.80	3,849.70	4,801.08	6,467.29	209.20	98%	
37-501-206 Ammunition	640	0.00	0.00	640.00	640.00	0.00	100%	
37-501-250 Light, Heat & Security	6,668	162.34	803.41	1,310.99	6,057.67	447.99	93%	
37-501-251 Telephone & Postage	8,126	0.00	842.67	1,332.10	8,125.69	0.00	100%	

Budget vs Actual

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37 GENERAL FUND							
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
37-501-252 Fuel	17,500	1,610.97	1,485.95	5,134.99	15,889.03	0.00	100%
37-501-255 Bldg Maint/Clean Svs	12,236	755.45	0.00	1,926.50	11,415.41	64.69	99%
37-501-295 Training	2,000	0.00	0.00	0.00	1,976.38	23.62	99%
37-501-301 Computer Maintenance	11,396	0.00	752.36	2,654.14	9,832.72	1,563.28	86%
37-501-302 Software Support	10,259	84.29	139.99	1,279.97	10,002.71	172.00	98%
37-501-305 Technology Upgrades	769	0.00	367.24	367.24	769.27	0.00	100%
37-501-310 Dues and Subscriptions	537	0.00	0.00	0.00	537.00	0.00	100%
37-501-351 Maint & Repair Equip	5,085	0.00	0.00	904.67	4,866.11	218.89	96%
37-501-370 2019 Dodge Car 100	3,525	0.00	0.00	1,072.79	1,739.75	1,785.04	49%
37-501-371 2017 Dodge Car 200	710	0.00	0.00	0.00	709.72	0.28	100%
37-501-372 2016 Dodge Car 300	1,128	0.00	0.00	389.87	1,127.82	0.00	100%
37-501-373 2017 Dodge Car 400	415	0.00	0.00	0.00	376.87	38.28	91%
37-501-376 2019 Dodge Car 700	1,026	0.00	0.00	260.99	1,025.77	0.00	100%
37-501-377 2023 Dodge Car 125	944	0.00	0.00	91.24	943.83	0.00	100%
37-501-378 2023 Dodge Car 225	1,466	0.00	0.00	23.84	1,272.93	193.46	87%
37-501-400 Liability Insurance	23,797	0.00	5,086.70	5,086.70	21,141.30	2,655.70	89%
37-501-415 Medical	1,992	0.00	910.00	910.00	1,270.00	722.00	64%
37-501-420 Attorney Fees	11,000	5,040.00	0.00	0.00	1,710.00	4,250.00	61%
37-501-433 COP Program	3,000	250.00	240.00	535.99	1,538.81	1,211.19	60%
37-501-437 PD Informant	500	0.00	0.00	0.00	0.00	500.00	
37-501-499 Miscellaneous	556	0.00	0.00	(48.00)	435.94	120.00	78%
37-501-804 Police 2019 Cars Loan Principal (USDA)	5,115	0.00	0.00	0.00	5,114.59	0.00	100%
37-501-805 Police 2023 Cars Loan Principle (USDA)	7,651	0.00	0.00	0.00	7,650.55	0.45	100%
37-501-834 Police 2019 Cars Loan Interest (USDA)	311	0.00	0.00	0.00	311.41	0.00	100%
37-501-835 Police 2023 Cars Loan Interest (USDA)	1,327	0.00	0.00	0.00	1,326.45	0.55	100%
Police Department Totals:	707,853	9,915.75	54,720.83	150,496.04	643,125.46	54,811.79	92%

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37-601-014 Salary - Part Time Code Enforcement	3,114	0.00	126.08	441.28	3,113.96	0.00	100%
37-601-020 ER-FICA Taxes	238	0.00	9.65	33.77	238.28	0.00	100%
37-601-060 Workers Comp	660	66.59	0.00	0.00	569.36	24.05	96%
37-601-252 Fuel/Truck Expense/Insurance	548	0.00	548.00	548.00	548.00	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	87,600	0.00	7,300.00	21,900.00	87,600.00	0.00	100%
37-601-475 Donation to Town Fire	1,458	135.47	919.53	919.53	919.53	403.00	72%
37-601-476 Code Enforcement Exp	110	0.00	0.00	0.00	90.00	19.76	82%
Fire Totals:	93,928	202.06	8,903.26	23,842.58	93,079.13	646.81	99%
37-651-330 Christmas Lights/Santa House	2,430	0.00	0.00	102.60	2,429.16	0.84	100%
37-651-332 Signs below \$5,000	892	0.00	0.00	706.35	888.83	3.17	100%
37-651-333 Street Beautification - Below \$5,000	5,213	0.00	1,515.00	3,666.55	5,212.64	0.36	100%
37-651-335 Street Lighting Electric Bill	32,000	70.66	2,714.37	8,133.96	31,929.34	0.00	100%
Signs and Lights Totals:	40,535	70.66	4,229.37	12,609.46	40,459.97	4.37	100%
37-701-010 Salary - Full Time	82,695	0.00	6,575.20	19,531.00	82,693.70	1.00	100%
37-701-019 Over-Time	1,215	0.00	0.00	1,002.70	1,214.68	0.32	100%
37-701-020 ER-FICA Taxes	6,693	0.00	499.92	1,561.60	6,388.25	304.75	95%
37-701-030 ER - Retirement - Orbit	18,171	0.00	1,393.95	4,353.16	17,721.33	449.67	98%
37-701-040 ER-Health Insurance	14,225	0.00	760.99	2,442.85	10,199.18	4,026.12	72%
37-701-050 ER-Life Insurance	489	0.00	0.00	97.02	482.92	6.08	99%
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	6,500	727.11	518.90	1,138.80	5,277.13	495.76	92%
37-701-204 Uniforms	5,280	144.60	2,160.91	3,129.47	4,930.24	205.16	96%
37-701-251 Telephone & Postage	735	115.80	0.00	53.48	555.20	64.00	91%
37-701-252 Fuel	9,945	1,292.91	1,146.97	2,871.79	8,217.55	434.54	96%
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	10,708	0.00	0.00	0.00	10,707.49	0.51	100%
37-701-352 Vehicle Maintenance	17,064	110.90	1,640.12	8,609.04	16,708.21	244.51	99%
37-701-400 Liability Insurance	9,795	0.00	2,032.96	2,276.96	8,740.19	1,054.81	89%

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37 GENERAL FUND							
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
37-701-431 Street Debris Disposal	3,680	0.00	0.00	0.00	3,680.00	0.00	100%
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)	(3,999.00)	(15,996.00)	(4.00)	100%
Streets Totals:	178,721	2,391.32	15,396.92	43,068.87	168,985.94	7,343.36	96%
37-710-361 Maint & Repair POWELL BILL	22,241	0.00	3,500.00	(1,174.00)	20,741.00	1,500.00	93%
37-710-405 Audit Expense POWELL BILL	100	0.00	0.00	0.00	100.00	0.00	100%
Powell Bill Totals:	22,341	0.00	3,500.00	(1,174.00)	20,841.00	1,500.00	93%
37-801-010 Salary - Full Time Sanitation	58,089	0.00	4,655.56	13,966.68	58,028.41	60.59	100%
37-801-019 Salary - Over Time Sanitation	529	0.00	17.79	17.79	528.54	0.00	100%
37-801-020 ER - FICA Sanitation	4,503	0.00	353.95	1,059.15	4,439.56	63.44	99%
37-801-030 ER - Retirement - Orbit Sanitation	12,225	0.00	990.75	2,964.71	11,390.42	834.58	93%
37-801-040 ER - Health Insurance	16,674	0.00	1,843.65	5,548.53	16,673.60	0.40	100%
37-801-050 ER - Life Insurance	251	0.00	0.00	9.92	59.52	191.48	24%
37-801-060 Workman's Compensation	3,664	1,363.12	0.00	0.00	2,232.57	68.31	98%
37-801-203 Supplies	430	0.00	0.00	0.00	423.70	6.30	99%
37-801-204 Uniforms	1,976	0.00	0.00	35.15	1,976.00	0.00	100%
37-801-251 Telephone & Postage	535	0.00	0.00	113.82	399.40	135.60	75%
37-801-252 Fuel	3,339	600.00	359.97	947.26	2,738.59	0.41	100%
37-801-350 Landfill Fees	22,266	3,308.50	1,597.50	5,011.34	17,957.30	1,000.66	96%
37-801-352 Vehicle Maintenance	3,932	128.26	245.77	1,208.28	3,415.33	388.14	90%
37-801-400 Liability Insurance	6,603	0.00	1,735.49	1,735.49	6,602.74	0.26	100%
Sanitation Totals:	135,016	5,399.88	11,800.43	32,618.12	126,865.68	2,750.17	98%
37-901-034 Transfer Out to Frontier Warren	48,533	0.00	46,545.39	46,545.39	46,545.39	1,988.00	96%
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	

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Transfers Out Totals:	60,796	0.00	46,545.39	46,545.39	56,639.39	4,157.00	93%	
Expenses Totals:	1,776,325	24,764.81	189,193.43	431,485.19	1,663,798.33	87,761.82	95%	
37 GENERAL FUND	Revenues Over/(Under) Expenses:		(98,922.69)	(140,584.91)	(20,926.84)			

Budget vs Actual

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38 WATER / SEWER

Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
Revenues							
38-351-401 Water Sales	911,133	0.00	78,248.53	230,194.61	901,764.82	(9,368.18)	99%
38-351-402 Debt Setoff WATER	53	0.00	0.00	1,254.93	1,440.25	1,387.25	2717%
38-351-404 Sewer Services	717,364	0.00	60,108.76	175,886.21	687,553.19	(29,810.81)	96%
38-351-407 Debt Setoff SEWER	42	0.00	0.00	1,001.37	1,232.17	1,190.17	2934%
38-351-408 Town Taps/Connection Fee	22,000	0.00	0.00	394.78	8,031.49	(13,968.51)	37%
38-351-416 Dis/Reconnection Fee	9,960	0.00	628.41	1,847.53	6,886.21	(3,073.79)	69%
38-351-417 Fire Sprinkler	2,620	0.00	353.70	1,048.50	4,058.10	1,438.10	155%
38-351-418 Late Fees/Penalty/Cut Off	20,972	0.00	1,405.23	5,434.39	20,640.55	(331.45)	98%
38-351-419 Returned Check Fee	987	0.00	35.00	70.00	1,080.00	93.00	109%
38-351-420 Debt Setoff Late Fees/Penalty/Cut Off	25	0.00	0.00	389.35	444.35	419.35	1777%
38-365-373 Insurance Proceeds W/S	1,483	0.00	0.00	0.00	1,482.54	0.00	100%
38-365-410 Interest/investment Income NCCMT	13,628	0.00	0.00	1,811.27	10,622.34	(3,005.66)	78%
38-365-421 Account Activation Fee	2,925	0.00	125.00	525.00	3,025.00	100.00	103%
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)	65,310	0.00	0.00	0.00	0.00	(65,310.00)	
Revenues Totals:	1,775,783	0.00	140,904.63	419,857.94	1,656,183.90	(119,598.64)	93%
Expenses							
38-851-010 Salary Full Time	121,603	0.00	9,210.74	27,640.13	116,113.73	5,489.27	95%
38-851-014 Salary - Part Time	13,108	0.00	1,121.62	2,988.25	13,107.23	0.77	100%
38-851-019 Salary Over-Time	5,406	0.00	116.04	493.44	2,766.24	2,639.76	51%
38-851-020 ER-FICA Taxes	11,096	0.00	796.68	2,373.00	10,061.99	1,034.01	91%
38-851-030 ER - Retirement Orbit	25,633	0.00	1,684.36	5,099.86	21,353.97	4,279.03	83%
38-851-040 ER - Health Insurance WATER	24,997	0.00	1,663.21	5,111.95	19,265.73	5,731.27	77%
38-851-050 ER - Life Insurance	382	0.00	0.00	57.38	360.69	21.31	94%

Budget vs Actual

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38 WATER / SEWER							
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
38-851-060 ER - Workman's Comp	1,112	304.64	0.00	0.00	730.96	76.40	93%
38-851-200 Travel Expense	215	0.00	0.00	0.00	0.00	215.00	
38-851-203 Supplies	36,000	650.23	1,542.34	2,901.39	34,547.32	802.45	98%
38-851-204 Uniforms	5,220	128.04	1,021.82	1,631.98	3,680.98	1,410.98	73%
38-851-250 Light & Heat & Security	5,520	408.74	431.82	761.60	4,607.15	504.11	91%
38-851-251 Telephone & Postage	11,666	1,367.72	739.81	2,301.15	9,987.48	310.80	97%
38-851-252 Fuel	9,220	2,082.26	900.32	2,519.04	6,952.94	184.80	98%
38-851-255 Bldg. Maint/Clean Svs	6,672	377.74	0.00	963.27	6,082.41	211.85	97%
38-851-260 Electric Tank/Pumps	3,401	(102.73)	193.77	753.14	2,888.91	614.82	82%
38-851-296 Continuing Education	1,074	0.00	0.00	0.00	1,074.00	0.00	100%
38-851-301 Computer Maintenance	5,499	100.00	341.38	1,193.17	5,256.11	142.89	97%
38-851-302 Software Support	9,300	0.00	0.00	0.00	8,773.26	526.74	94%
38-851-305 Technology Upgrades	742	0.00	425.62	425.62	667.22	74.38	90%
38-851-309 Advertising	123	0.00	20.54	20.54	122.57	0.00	100%
38-851-310 Dues & Subscriptions	747	0.00	17.05	51.15	333.97	413.03	45%
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	0.00	0.00	5,265.04	21,060.16	0.84	100%
38-851-347 Lab Analysis	1,600	260.00	70.00	390.00	1,310.00	30.00	98%
38-851-351 Maint. & Repair Equip	8,327	0.00	0.00	1,804.57	8,050.09	276.91	97%
38-851-352 Vehicle Maintenance	4,491	0.00	374.32	930.65	4,256.13	235.14	95%
38-851-400 Town Liability Insurance	13,253	0.00	2,837.38	2,837.38	11,638.21	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	19	0.00	0.00	0.00	19.00	0.00	100%
38-851-448 External Contract	30,368	172.50	0.00	12,850.00	30,194.76	0.57	100%
38-851-451 Water Purchase	219,639	20,220.61	15,682.45	73,965.95	169,958.39	29,460.00	87%
38-851-499 Miscellaneous	2,500	0.00	0.00	0.00	2,500.00	0.00	100%
38-851-500 Capital Outlay \$5000 and Above	23,385	0.00	18,070.77	18,070.77	20,140.27	3,244.73	86%
38-851-802 USDA Public Works Trucks - Princ Water	6,109	0.00	0.00	0.00	6,108.52	0.48	100%

Budget vs Actual

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38 WATER / SEWER							
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
38-851-803 USDA Town Hall/WS Loan Principal	29,829	0.00	27,500.00	27,500.00	29,828.50	0.75	100%
38-851-833 USDA Town Hall/WS Loan Interest	14,531	0.00	13,218.75	13,218.75	14,530.75	0.00	100%
38-851-836 USDA Public Works Trucks - Int Water	856	0.00	0.00	0.00	855.96	0.04	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	59,399	0.00	0.00	9,300.23	56,537.38	2,861.62	95%
Water Totals:	757,992	25,969.75	99,313.79	227,418.40	669,399.98	62,622.54	92%
38-852-010 Salary - Full Time	121,604	0.00	9,210.74	27,639.92	115,578.84	6,025.16	95%
38-852-014 Salary - Part Time	13,107	0.00	1,121.46	2,988.09	13,106.57	0.43	100%
38-852-019 Salary - Over Time Sewer	5,030	0.00	174.32	209.33	3,808.52	1,221.48	76%
38-852-020 ER - FICA Sewer	11,096	0.00	803.24	2,357.54	10,127.54	968.46	91%
38-852-030 ER-Retirement Orbit	25,633	0.00	1,694.67	5,051.80	21,509.43	4,123.57	84%
38-852-040 ER-Health Insurance SEWER	24,997	0.00	1,663.21	5,111.90	19,265.34	5,731.66	77%
38-852-050 ER-Life Insurance	382	0.00	0.00	57.36	360.61	21.39	94%
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	34,924	731.97	1,449.76	2,493.43	33,725.93	466.10	99%
38-852-204 Uniforms	4,170	402.06	1,021.75	1,357.91	3,406.76	361.18	91%
38-852-250 Light & Heat & Security	6,615	408.78	431.83	761.59	4,814.97	1,391.25	79%
38-852-251 Telephone & Postage	11,717	1,367.94	772.00	2,368.65	10,194.84	154.22	99%
38-852-252 Fuel	9,620	2,082.29	900.29	2,519.00	6,952.88	584.83	94%
38-852-255 Bldg. Maint/Clean Svs	6,672	377.74	0.00	963.27	6,082.42	211.84	97%
38-852-260 Electric Tank/Pumps	12,000	1,515.88	802.08	2,427.31	10,304.49	179.63	99%
38-852-296 Continuing Education	1,300	0.00	0.00	0.00	385.00	915.00	30%
38-852-301 Computer Maintenance	5,399	100.00	341.37	1,193.12	5,255.92	43.08	99%
38-852-302 Software Support	8,850	0.00	0.00	0.00	8,773.25	76.75	99%
38-852-305 Technology Upgrades	762	0.00	425.62	425.62	667.22	94.78	88%

Budget vs Actual

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38 WATER / SEWER								
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent	
38-852-309 Advertising	500	0.00	20.55	20.55	413.00	87.00	83%	
38-852-310 Dues & Subscriptions	880	0.00	17.05	51.15	333.97	546.03	38%	
38-852-313 State Permits	2,124	0.00	1,859.00	1,859.00	2,124.00	0.00	100%	
38-852-351 Maint & Repair Equip	8,327	0.00	0.00	1,804.57	8,050.08	276.92	97%	
38-852-352 Vehicle Maintenance	4,491	0.00	374.28	930.58	4,256.03	235.24	95%	
38-852-400 Liability Insurance	7,228	0.00	1,658.88	1,658.88	6,748.49	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	5,327	0.00	5,131.25	5,307.25	5,326.25	0.75	100%	
38-852-435 Purchase of Sewer Services	434,416	0.00	0.00	70,011.26	360,567.27	73,848.73	83%	
38-852-448 External Contract	23,620	508.02	1,258.09	2,736.27	23,029.24	82.74	100%	
38-852-473 WWTP Rehab Annual Payment	22,073	0.00	0.00	21,874.28	21,874.28	198.72	99%	
38-852-499 Miscellaneous	2,500	0.00	0.00	0.00	2,500.00	0.00	100%	
38-852-500 Capital Outlay \$5000 and Above	42,070	0.00	40,000.00	40,000.00	42,069.50	0.50	100%	
38-852-802 USDA Public Works Trucks - Princ Sewer	6,109	0.00	0.00	0.00	6,108.54	0.46	100%	
38-852-803 USDA Town Hall/WS Loan Principal	29,829	0.00	27,500.00	27,500.00	29,828.50	0.75	100%	
38-852-804 NCDEQ Unity, Bute & Battle Sewer Rehab Princ Only	14,388	0.00	0.00	14,387.20	14,387.20	0.80	100%	
38-852-809 John Riggans Easement Pmt	1,000	0.00	0.00	0.00	0.00	1,000.00		
38-852-811 NCDEQ Sewer Rehab Annual Loan- Principal	13,750	0.00	0.00	13,750.00	13,750.00	0.00	100%	
38-852-833 USDA Town Hall/WS Loan Interest	14,531	0.00	13,218.75	13,218.75	14,530.75	0.00	100%	
38-852-836 USDA Public Works Trucks - Int Sewer	856	0.00	0.00	0.00	855.98	0.02	100%	
38-852-837 NCDEQ Sewer Rehab Annual Loan- Interest	2,200	0.00	0.00	1,100.00	2,200.00	0.00	100%	
38-852-896 WS 25% of GF Expense	59,399	0.00	0.00	9,300.23	56,537.39	2,861.61	95%	
38-852-998 Contingency	848	0.00	0.00	0.00	0.00	848.00		

Budget vs Actual

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Sewer Expenses Totals:	1,008,230	7,799.33	111,850.19	283,435.81	896,891.95	103,538.99	90%	
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:	1,775,783	33,769.08	211,163.98	510,854.21	1,566,291.93	175,721.53	90%	
38 WATER / SEWER	Revenues Over/(Under) Expenses:		(70,259.35)	(90,996.27)	89,891.97			

Budget vs Actual

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Period Ending 6/30/2026

39 WWTP							
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
Revenues							
39-351-405 Septic Disposal Service	49,980	0.00	1,380.00	10,715.00	56,930.00	6,950.00	114%
39-351-470 Town Sewer Revenues	434,416	0.00	0.00	70,011.26	360,567.27	(73,848.73)	83%
39-351-471 Sewer Revenues - County	316,092	0.00	0.00	50,941.99	262,357.96	(53,734.04)	83%
39-351-472 Sewer Rev Norlina	241,310	0.00	0.00	38,889.81	200,287.72	(41,022.28)	83%
39-365-373 Insurance Proceeds WWTP	1,483	0.00	0.00	0.00	1,482.55	0.00	100%
39-365-861 Misc Revenue WWTP	0	0.00	0.00	0.00	20.00	20.00	
Revenues Totals:	1,043,281	0.00	1,380.00	170,558.06	881,645.50	(161,635.05)	85%
Expenses							
39-861-010 Salary - Full Time	246,836	0.00	19,059.46	57,255.40	244,551.33	2,284.67	99%
39-861-014 Salary - Part Time	9,525	0.00	717.50	2,152.50	9,525.00	0.00	100%
39-861-019 Over-Time	14,829	0.00	377.53	1,615.66	12,566.12	2,263.05	85%
39-861-020 ER-FICA Taxes	21,206	0.00	1,453.13	4,418.24	19,005.22	2,200.78	90%
39-861-030 ER - Retirement Orbit	53,582	0.00	3,774.52	11,425.96	49,794.20	3,787.80	93%
39-861-040 ER- Health Insurance	41,314	0.00	3,483.30	10,712.53	40,468.53	845.47	98%
39-861-050 ER-Life Insurance	802	0.00	0.00	119.32	735.76	66.24	92%
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	76,430	1,723.75	6,568.64	15,499.81	73,283.48	1,422.77	98%
39-861-204 Uniforms	7,140	86.80	2,029.91	2,978.42	7,053.20	0.00	100%
39-861-250 Light, Heat & Security	97,500	11,469.72	7,495.27	22,165.59	84,191.35	1,838.93	98%
39-861-251 Telephone & Postage	7,158	129.28	305.21	1,757.73	6,713.64	315.08	96%
39-861-252 Fuel	9,765	2,377.37	979.75	2,548.84	7,159.55	228.08	98%
39-861-296 Continuing Education	120	0.00	0.00	0.00	120.00	0.00	100%
39-861-301 Computer Maintenance	8,609	80.00	594.50	1,897.24	8,311.83	217.17	97%
39-861-302 Software Support	4,099	314.10	0.00	0.00	3,384.89	400.00	90%
39-861-305 Technology Upgrades	1,008	0.00	528.58	528.58	528.58	479.42	52%
39-861-309 Advertising	1,000	0.00	41.08	41.08	568.71	431.29	57%
39-861-310 Dues & Subscriptions	3,154	0.00	0.00	2,880.00	2,880.00	274.00	91%

Budget vs Actual

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Period Ending 6/30/2026

39 WWTP							
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
39-861-318 Freight Charges	1,312	0.00	89.53	115.23	1,265.31	46.70	96%
39-861-342 Maint & Repair Plant	106,314	320.29	(25,503.98)	(9,129.49)	101,055.34	4,938.20	95%
39-861-344 Sludge Removal	68,235	2,385.00	8,505.00	26,115.00	64,568.00	1,282.00	98%
39-861-346 Lab Material & Supplies	11,711	65.02	173.71	795.87	11,131.68	514.30	96%
39-861-347 Lab Analysis	33,525	1,108.00	4,487.00	11,301.00	31,517.00	900.00	97%
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	6,233	0.00	712.12	963.41	4,843.62	1,388.93	78%
39-861-400 Liability Insurance	25,068	0.00	5,466.22	5,466.22	21,994.16	3,073.84	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 Expense	30,000	0.00	0.00	0.00	0.00	30,000.00	
39-861-441 Certify Lab Services	1,000	0.00	189.00	653.59	935.59	64.41	94%
39-861-444 Permits & Fees	16,381	0.00	970.00	2,910.00	16,380.08	0.92	100%
39-861-446 Influent Debris Removal	7,044	1,963.93	216.12	647.47	5,080.07	0.00	100%
39-861-500 Capital Outlay \$5000 and Over	28,070	0.00	26,000.00	26,000.00	28,069.49	0.51	100%
39-861-810 NCDEQ WWTP Phase 2 Principal	23,607	0.00	0.00	23,606.60	23,606.60	0.40	100%
39-861-897 WWTP 25% of GF Exp	64,003	0.00	0.00	10,420.15	58,510.63	5,492.37	91%
WWTP - Expenses Totals:	1,043,281	22,059.97	68,713.10	237,861.95	954,157.87	67,062.71	94%
Expenses Totals:	1,043,281	22,059.97	68,713.10	237,861.95	954,157.87	67,062.71	94%
39 WWTP Revenues Over/(Under) Expenses:			(67,333.10)	(67,303.89)	(72,512.37)		

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Date From: 6/1/2026 Date To: 6/30/2026

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Check Number	Bank	Vendor	Date	Amount
70015	30	BLUE RIDGE SPRINGS, INC	06/02/2026	<u>\$63.70</u>
70016	30	BREEDLOVE ELECTRIC, INC	06/02/2026	<u>\$256.20</u>
70017	30	COLUMBIAN MUTUAL LIFE INS CO	06/02/2026	<u>\$26.09</u>
70018	30	DUKE ENERGY PROGRESS	06/02/2026	<u>\$121.91</u>
70019	30	GREGORY POOLE EQUIPMENT CO.	06/02/2026	<u>\$1,070.54</u>
70020	30	MERITECH INC	06/02/2026	<u>\$4,487.00</u>
70021	30	PEAC SOLUTIONS	06/02/2026	<u>\$161.85</u>
70022	30	PETE SMITH TIRE & QUICK LUBE, INC	06/02/2026	<u>\$262.36</u>
70023	30	SONITROL INTEGRATED SECURITY	06/02/2026	<u>\$1,538.04</u>
70024	30	USA Bluebook	06/02/2026	<u>\$90.42</u>
70025	30	VERIZON WIRELESS	06/02/2026	<u>\$320.08</u>
70026	30	WILSON'S WATER SERVICES	06/02/2026	<u>\$970.00</u>
70027	30	AMAZON CAPITAL SERVICES, INC.	06/03/2026	<u>\$219.41</u>
70028	30	Brimar Industries	06/03/2026	<u>\$60.86</u>
70029	30	LAKE BALANCE CALIBRATION SOLUTIONS	06/03/2026	<u>\$189.00</u>
70030	30	MERITECH INC	06/03/2026	<u>\$70.00</u>
70031	30	NCDEQ-DIVISION OF	06/03/2026	<u>\$1,859.00</u>
70032	30	U.S. POSTAL SERVICE	06/03/2026	<u>\$260.00</u>
70033	30	WARREN AUTO PARTS, INC.	06/03/2026	<u>\$81.15</u>
70034	30	AMAZON CAPITAL SERVICES, INC.	06/05/2026	<u>\$209.17</u>
70035	30	CAROLINA DIGITAL PHONE INC	06/05/2026	<u>\$316.00</u>
70036	30	EMPIRE DESIGN AND INSIGNIA LLC	06/05/2026	<u>\$240.00</u>
70037	30	INVOICE CLOUD, INC.	06/05/2026	<u>\$142.60</u>
70038	30	KATALYST NETWORK GROUP LLC	06/05/2026	<u>\$7,776.00</u>
70039	30	PETE SMITH TIRE & QUICK LUBE, INC	06/05/2026	<u>\$776.69</u>
70040	30	Spectrum Business	06/05/2026	<u>\$169.99</u>
70041	30	TRANSUNION RISK AND ALTERNATIVE DATA SOLUTIONS, IN	06/05/2026	<u>\$120.00</u>
70042	30	WARREN AUTO PARTS, INC.	06/05/2026	<u>\$3.82</u>
70043	30	WOMACK PUBLISHING CO. INC.	06/05/2026	<u>\$659.25</u>

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Check Number	Bank	Vendor	Date	Amount
70044	30	WRIGHT EXPRESS FSC	06/05/2026	<u>\$1,485.95</u>
70045	30	AT&T MOBILITY II LLC	06/09/2026	<u>\$53.96</u>
70046	30	CRAIG'S FIREARM SUPPLY	06/09/2026	<u>\$2,573.04</u>
70047	30	DOCUMENT SYSTEMS, INC	06/09/2026	<u>\$184.16</u>
70048	30	NovaCharge, Inc	06/09/2026	<u>\$70,870.62</u>
70049	30	ROANOKE WILDWOOD VFD AUX BINGO	06/09/2026	<u>\$96.50</u>
70050	30	WOMACK PUBLISHING CO. INC.	06/09/2026	<u>\$406.50</u>
70051	30	MERITECH INC	06/09/2026	<u>\$2,707.00</u>
70052	30	Always N Bloom	06/11/2026	<u>\$20.78</u>
70053	30	AMAZON CAPITAL SERVICES, INC.	06/11/2026	<u>\$79.60</u>
70054	30	CITIZENS INSURANCE & BONDING,	06/11/2026	<u>\$20,605.98</u>
70055	30	DUKE ENERGY PROGRESS	06/11/2026	<u>\$4,163.57</u>
70056	30	DUKE ENERGY PROGRESS	06/11/2026	<u>\$7,362.78</u>
70057	30	GARY BEYER	06/11/2026	<u>\$189.99</u>
70058	30	GFL ENVIRONMENTAL	06/11/2026	<u>\$216.12</u>
70059	30	GUPTON SERVICES, INC	06/11/2026	<u>\$130.00</u>
70060	30	Jarad Robinson	06/11/2026	<u>\$225.00</u>
70061	30	KATALYST NETWORK GROUP LLC	06/11/2026	<u>\$2,378.00</u>
70062	30	PETE SMITH TIRE & QUICK LUBE, INC	06/11/2026	<u>\$80.91</u>
70063	30	PETE SMITH TIRE & QUICK LUBE, INC	06/11/2026	<u>\$1,519.00</u>
70064	30	UNIFIRST CORPORATION	06/11/2026	<u>\$2,082.19</u>
70065	30	WARREN COUNTY PUBLIC WORKS	06/11/2026	<u>\$1,597.50</u>
70066	30	FIRST CITIZENS BANK	06/16/2026	<u>\$6,218.95</u>
70067	30	Dian Sourelis	06/16/2026	<u>\$41.80</u>
70068	30	Jarad Robinson	06/16/2026	<u>\$150.00</u>
70069	30	Jason Young	06/16/2026	<u>\$1,000.00</u>
70070	30	PETE SMITH TIRE & QUICK LUBE, INC	06/16/2026	<u>\$724.13</u>
70071	30	UNIFIRST CORPORATION	06/16/2026	<u>\$571.12</u>
70072	30	COMMONWEALTH ENGINEERING & SALES, INC.	06/18/2026	<u>\$42,666.86</u>

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70073	30	UNIFIRST CORPORATION	06/18/2026	<u>\$1,629.86</u>
70074	30	VAUGHAN & SON AUTOBODY	06/18/2026	<u>\$1,000.00</u>
70075	30	WARREN AUTO PARTS, INC.	06/18/2026	<u>\$8.42</u>
70076	30	All American Welding & Machine, LLC	06/19/2026	<u>\$356.03</u>
70077	30	AMAZON CAPITAL SERVICES, INC.	06/19/2026	<u>\$263.74</u>
70078	30	AT&T MOBILITY II LLC	06/19/2026	<u>\$499.00</u>
70079	30	BURNETT LIME COMPANY, INC	06/19/2026	<u>\$4,678.21</u>
70080	30	CONSOLIDATED PIPE & SUPPLY COMPANY, INC.	06/19/2026	<u>\$12,725.42</u>
70081	30	DUKE ENERGY PROGRESS	06/19/2026	<u>\$200.76</u>
70082	30	FRONTIER NATURAL GAS	06/19/2026	<u>\$25.71</u>
70083	30	GRANVILLE FARMS, INC.	06/19/2026	<u>\$8,505.00</u>
70084	30	LAKE BALANCE CALIBRATION SOLUTIONS	06/19/2026	<u>\$89.00</u>
70085	30	MOSCA DESIGN	06/19/2026	<u>\$4,192.62</u>
70086	30	PETE SMITH TIRE & QUICK LUBE, INC	06/19/2026	<u>\$1,013.02</u>
70087	30	SouthData, Inc	06/19/2026	<u>\$677.02</u>
70088	30	UNIFIRST CORPORATION	06/19/2026	<u>\$570.65</u>
70089	30	WARREN AUTO PARTS, INC.	06/19/2026	<u>\$42.66</u>
70090	30	DUKE ENERGY PROGRESS	06/22/2026	<u>\$35.95</u>
70091	30	HUMANA SPECIALTY BENEFITS	06/22/2026	<u>\$29.38</u>
70092	30	INFORMATION TECHNOLOGY SERVICE	06/22/2026	<u>\$458.33</u>
70093	30	MUNICIPAL ENGINEERING INC	06/22/2026	<u>\$5,131.25</u>
70094	30	MUNICIPAL ENGINEERING INC	06/22/2026	<u>\$138,600.00</u>
70095	30	QUICK PRINT	06/22/2026	<u>\$268.00</u>
70096	30	Teresa Harris	06/22/2026	<u>\$100.00</u>
70098	30	AMAZON CAPITAL SERVICES, INC.	06/26/2026	<u>\$25.08</u>
70099	30	LAKE GASTON SIGNS & GRAPHIC CO.	06/26/2026	<u>\$315.00</u>
70100	30	NORTH CAROLINA 811, INC	06/26/2026	<u>\$34.10</u>
70101	30	Swank Motion Pictures	06/26/2026	<u>\$450.00</u>
70102	30	UNIFIRST CORPORATION	06/26/2026	<u>\$1,135.26</u>

Check Listing

Date From: 6/1/2026 Date To: 6/30/2026
Vendor Range: 1 800 FLAGPOLE.COM - ZIMA CORPORATION

Town of Warrenton
07/02/2026 02:51 PM

Page: 4 of 4

Check Number	Bank	Vendor	Date	Amount
70103	30	WARREN AUTO PARTS, INC.	06/26/2026	<u>\$82.82</u>
70104	30	AMAZON CAPITAL SERVICES, INC.	06/30/2026	<u>\$52.30</u>
70105	30	AVA WOODS	06/30/2026	<u>\$40.10</u>
70106	30	BLUE RIDGE SPRINGS, INC	06/30/2026	<u>\$12.50</u>
70107	30	COLUMBIAN MUTUAL LIFE INS CO	06/30/2026	<u>\$26.09</u>
70108	30	CURTIS WAYNE DANIEL JR.	06/30/2026	<u>\$3,500.00</u>
70109	30	HENRY CLIFTON HAYES	06/30/2026	<u>\$40.10</u>
70110	30	Meredith Valentine	06/30/2026	<u>\$6.44</u>
70111	30	PEAC SOLUTIONS	06/30/2026	<u>\$161.85</u>
70112	30	PRUDENTIAL RETIREMENT	06/30/2026	<u>\$1,484.83</u>
70113	30	THE FMRT GROUP	06/30/2026	<u>\$910.00</u>
70114	30	UNIFIRST CORPORATION	06/30/2026	<u>\$1,013.94</u>
70115	30	VERIZON WIRELESS	06/30/2026	<u>\$320.08</u>
70116	30	WARREN AUTO PARTS, INC.	06/30/2026	<u>\$2,026.52</u>
70117	30	WARREN COUNTY PUBLIC UTILITIES	06/30/2026	<u>\$15,682.45</u>
70118	30	YOLANY L CARIAS	06/30/2026	<u>\$46.69</u>
70119	30	Carolina Images by Angela, LLC	06/30/2026	<u>\$657.58</u>
70120	30	CURTIS WAYNE DANIEL JR.	06/30/2026	<u>\$6,150.00</u>
70121	30	MOSCA DESIGN	06/30/2026	<u>\$420.45</u>
70122	30	UNIFIRST CORPORATION	06/30/2026	<u>\$1,051.23</u>
107	Checks Totaling -			\$409,668.58

Totals By Fund

	Checks	Voids	Total
34	\$9.50		\$9.50
36	\$6,061.68		\$6,061.68
37	\$45,719.84		\$45,719.84
38	\$98,773.49		\$98,773.49
39	\$41,857.45		\$41,857.45
78	\$7,776.00		\$7,776.00
80	\$70,870.62		\$70,870.62
81	\$138,600.00		\$138,600.00
Totals:	\$409,668.58		\$409,668.58

Memo

To: Town Commissioners
From: Brandon Elliott
CC: Mayor, Town Administrator
Date: July 7, 2026
Re: June 2026 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) 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). (6) Fairlane Tank Vault- Replace 12" check valve and 12" butterfly valve. (Estimated Cost 28,000).

- **Completed Water and Sewer System Maintenance/Repair Related Information:**

(1) Repairs – Replacement of Floats at Warrenton-Ridgeway Pump Station. Contractor – Breedlove Electric. Part provided by the Town. Labor \$240.00. (2) Emergency Repair – Replacement of Thermoset/Water Temp Housing on the John Riggan Generator. (Parts 81.10) (Labor 780.00) (Miscellaneous 156.99)

Total cost for Maintenance and Repair Equipment (Account No. 38-851-351 & 38-852-351) – 0.00

Total cost for External Contract Maintenance and Repair (Account No. 38-851-448 & 38-852-448) - \$1,258.09

- **Water System Fire Hydrants Out of Service:** We currently have 7 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 (April 2026 – June 2026) Unaccounted for water is 21%. June 2026 unaccounted for water was 18%.** (4,596,000 gallons purchased and 3,775,000 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.

Memo

To: Town Commissioners

From: Brandon Elliott

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

Date: July 7, 2026

Re: 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) Maintenance – Annual Backflow RP Inspection. Contractor Mosley Plumbing. (Cost \$162.50) (2) Repair – Fabricated a new Bar screen rake for Influent. Contractor All American Welding. Cost Labor 255.00 and Parts 78.52.

Total cost for Repairs (Account No. 39-861-342) - \$496.02

- **Plant Discharge Quality:** Our discharge quality remained good throughout the entire month with a total flow of 7.953 million gallons.

Hydrants Out of Service as of 7-7-26

Hydrant #	Location	Hydrant Brand	Model	Barrel Size	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.	REPLACED 6/17/26
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.	REPLACED 6/19/26
72	204 Red Hill Loop Rd.	USP	85560	5 1/2	1984	Flange is broken - hydrant leaks.	HYDRANT WILL NEED TO BE REPLACED - PARTS UNAVAILABLE
80	On Right in front of Armory	Mueller	Centurion	4 1/2	1990	Hydrant will not cut off.	REPAIRED 7/7/26
82	Across from 318 N. Bute St.	Mueller	Centurion	4 1/2	?	Vehicle damage - damage is beyond repair.	REPLACED 6/18/26
110	Left of Walgreens E. Macon St.	Mueller	Centurion	4 1/2	1975	No water coming out of hydrant	REPAIRED 7/7/26
91	S Main St & College St	Mueller	Centurion	4 1/2	1986	Hydrant or hydrant leg is leaking.	Valve seat received.
139	Hall & Macon	MH	#445310	4 1/2	1974	Hydrant leaks/cannot be repaired	Going to Replace

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
Month	Gallons Purchased	Gallons Purchased	Gallons Purchased	Gallons Purchased	Gallons Purchased	Gallons Purchased	Gallons Purchased	Gallons Purchased	Gallons Purchased	Gallons Purchased	Gallons Purchased	Gallons Purchased	Gallons Purchased	Gallons Purchased	Gallons Purchased
July	8,165,930	10,236,700	5,985,900	6,951,000	6,030,000	6,229,000	6,396,000	6,936,000	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	5,880,000
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	4,438,000
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	4,464,000
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	4,093,000
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	4,596,000
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	54,802,000

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
Month	Gallons Sold	Gallons Sold	Gallons Sold	Gallons Sold	Gallons Sold	Gallons Sold	Gallons Sold	Gallons Sold	Gallons Sold	Gallons Sold	Gallons Sold	Gallons Sold	Gallons Sold	Gallons Sold	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	3,751,000	3,717,000	2,982,000	3,131,000	3,687,000	3,288,000
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	2,916,000
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	3,244,000
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	3,370,000
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	3,775,000
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	39,568,000

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
Month									%	%	%	%	%	%	%
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	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	44
March	53	29	28	24	34	36	40	40	43	34	8	42	39	38	34
April	50	40	33	28	24	39	32	2	38	27	-4	13	41	18	27
May	57	41	41	41	29	26	27	23	43	7	12	21	44	17	18
June	45	-1	38	7	37	24	36	52	35	4	16	-7	41	22	18
Average	38	37	30	24	26	32	34	37	26	27	15	27	43	35	27

Activity Log Event Summary (Cumulative Totals)

Warrenton Police Department

(06/01/2026 - 06/30/2026)

<No Event Type Specified>	1	Abandoned Vehicle	2
Accident	6	Alarm Activation	7
Animal Complaint	2	Arrest	1
Assault w/weapon (non- physical)	1	Assist Elderly/Lost person	1
Assist Fire Dept	4	Assist Highway Patrol	1
Assist Motorist	1	Assist Other Department	1
Assist WC EMS	3	Assist WCSO	22
Careless and Reckless Driving	1	Complaint	2
Disabled Vehicle	1	Dispute	1
Disturbance	3	Escort	1
Follow up Investigation	1	Foot Patrol	5
Fraud	2	Funeral Escort	1
Injury to Personal Property	1	Investigation and/or Interview	3
Larceny	1	Lost property	1
Mental Patient	1	Non-Law Enforcement Issue	2
Other	3	Patrol	9
Property Check – Business	109	Property Check – Residential	28
Shoplifting	1	Shots fired	1
Suspicious Person / Vehicle	2	Talk with Officer	7
Traffic Stop	3	Trespassing	5
Vandalism	1	Vehicle Lockout	1
Welfare Check	7		

Total Number Of Events: 257



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 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. (cont.)
 - ✓ Awaiting a reply from Mitch Styers
3. Investigate options to opt out of early voting and voting at one location on election day (cont.)
 - ✓ Contact new BOE director when appointed.
4. Execute NC Main Street annual agreement (cont.)
 - ✓ Done
5. Update Revitalization Committee list with new appointees
 - ✓ Done
6. Execute contract for mural upon legal review
 - ✓ Sent to Mitch
7. Execute budget ordinance
 - ✓ Done
8. Order wreath lights and bows
 - ✓ Done
9. Work with Michael Coffman for committee meeting to discuss HDC changes
 - ✓ Done, sub-committee discussed and referred to HDC Board
10. Apply for USDA RBDG with potential match from TDA
 - ✓ Done
11. Execute engineering agreements for AIA grants
 - ✓ Done
12. Contact NCDOT regarding crosswalk at S. Main and Market Streets
 - ✓ Done
13. Contact NCDOT regarding pedestrian crossing signage at Macon and Main Streets
 - ✓ Done
14. Contact Bob Shingler about burned out lawn mower in front yard



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

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STATUS OF GRANTS (Changes are underlined)

NC DEQ Wastewater Asset Inventory & Assessment AIA-W-0349

Warrenton has been awarded \$150,000 to assess its wastewater infrastructure

NC DEQ Water Asset Inventory & Assessment AIA-D-0346

Warrenton has been awarded \$150,000 to assess its water infrastructure

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. DEQ has approved engineering design plans.

NC DEQ Water AIA Stormwater Planning SRP-SW-0007

- Town awarded \$400,000 for stormwater planning. Town has adopted resolution accepting award. Team has completed camera and cleaning work on stormwater drains and pipes and is preparing a report with asset map for the Town.

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. This grant may be combined with \$2,000,000 already awarded for WWTP.

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. Bids received by the State have come in higher than the amount of prior funding and are being rebid.

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 Charging Station:

The EV Charger has been installed and is awaiting account set up by Duke Energy. Staff plan to set the initial charge rate at 50 cents per kilowatt-hour, exceeding costs the Town will incur from Duke Energy.

NCDEQ Viable Utility Grant Application

- Municipal Engineering has applied for a \$3,800,000 in grant funds during the Spring round for viable utility funding. This amount would supplement the \$2,000,000 already received to bring online the second oxidation ditch and update the current oxidation ditch.

Office of Representative Don Davis

- In March 2026 the office of Representative Don Davis has applied, on behalf of the Town, for \$1,440,000 as a federal appropriation to be used to construct an ultraviolet disinfection system at the WWTP. Town match would be \$360,000 if awarded.

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 sizesEstimate items to be presented to Board in 2026

Warrenton Budget Amendments

Date:7/13/2026

Number:#1

Purpose of Amendment:

The purpose of this BA is to use the donations collected to pay for the siren repair and other related expenses.

Fund Name:

Revenue

Account Title/Number:	Increase Amount	Decrease Amount
37-395-396/Approp Fund Balance	8,330	-

Subtotal8,330-

Total8,330

Grand Total-

Expenditure

Account Title/Number:	Increase Amount	Decrease Amount
37-601-363/Siren Donation Exp	8,330	-
	-	

Subtotal8,330-

Total8,330

Warrenton Budget Amendments

Date:7/13/2026

Number:#2

Purpose of Amendment:

The purpose of this BA is to receive and spend insurance proceeds to replace bollards on Macon & Main.

Fund Name:

Streets

Revenue

Account Title/Number:	Increase Amount	Decrease Amount
Insurance Proceeds/37-365-374	3,500	-

Subtotal3,500-

Total3,500

Grand Total-

Expenditure

Account Title/Number:	Increase Amount	Decrease Amount
Maint & Repair /37-701-351	3,500	-
	-	

Subtotal3,500-

Total3,500



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

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Flock Camera Update

Currently there are four Flock cameras installed around Town. The renewal for these cameras is \$12,000 annually on two different contracts, one at \$9000 and one for \$3000. The Town has applied for grant funding from the Governor's Crime Commission, which the Town will find out in August of 2026. Funding announcements are running late this year as they are typically awarded in June or July at the latest.

The Town will request an extension from Flock to pay its invoice in August rather than July, but if an extension is not granted the Town will go ahead and pay for three of the cameras (\$9000) out of the upcoming budget. The upcoming budget included funds for Flock in the event we did not receive grant funding.

If we receive grant funding for the Flock cameras after paying the invoice, then those funds can be applied to the following FY.



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**Warrenton Board of Commissioners Meeting
Christmas Parade Resolution
July 13, 2026**

Whereas, the Town of Warrenton hosts an annual Christmas parade;

Whereas, the Town of Warrenton considers its annual Christmas parade to be beneficial to residents and tourists alike;

Whereas, the Warren Record newspaper will notify residents of details of the event including its route;

Now therefore, the Board of Commissioners of the Town of Warrenton to hereby declare that Saturday, December 12, 2026 at 5:00 PM the Town will host its Christmas parade along South and North Main Streets, beginning at Cousin Lucy's Lane and ending at Ridgeway Street.

Motion made by: Commissioner

Second made by: Commissioner

Vote in favor: Votes in opposition:

Walter M. Gardner, Jr.
Mayor



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

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**Warrenton Board of Commissioners Meeting
Homecoming Parade Resolution
July 13, 2026**

Whereas, the Town of Warrenton often hosts a Homecoming parade;

Whereas, the Town of Warrenton considers its Homecoming parade to be beneficial to residents and tourists alike;

Whereas, the Warren Record newspaper will notify residents of details of the event including its route;

Now therefore, the Board of Commissioners of the Town of Warrenton to hereby declare that Friday, September 18, 2026 at 5:00 PM the Town will host its Homecoming parade along South and North Main Streets, beginning at Plummer Street and ending at Ridgeway Street. Parts of Main Street will be closed from **4:00PM to 6:00PM**.

Motion made by: Commissioner

Second made by: Commissioner

Vote in favor: Votes in opposition:

Walter M. Gardner, Jr.
Mayor



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

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**Warrenton Board of Commissioners Meeting
Road Closure Resolution
July 13, 2026**

Whereas, the Town of Warrenton hosts an annual Harvest Moon festival;

Whereas, the Town of Warrenton considers its annual Harvest Moon festival to be beneficial to residents and tourists alike;

Whereas, the Warren Record newspaper will notify residents of details of the event including its route;

Now therefore, the Board of Commissioners of the Town of Warrenton to hereby declare that Saturday, October 10, 2026 at 8:00 AM until 6:00 PM the Town will host its Harvest Moon festival along South and North Main Streets, beginning at E. Macon and ending at Franklin Street.

Motion made by: Commissioner

Second made by: Commissioner

Vote in favor: Votes in opposition:

Walter M. Gardner, Jr.
Mayor

C086916

Town Of Warrenton
113 S BRAGG ST
Warrenton, NC, 27589

Contact: MEREDITH VALENTINE

Phone No: 252-257-1122

E-Mail: M.VALENTINE@WARRENTON.NC.GOV

Other Phone No: EXT. 202

Quotation No: **PME-L461849662**

KM

Contract Date: **June 11, 2026**

Contract Rep: **Kassl Barnes**

Phone No: **(919) 755-7058**

Email: **kassl.barnes@gregpoole.com**



Site/Job \$

Scheduling

☒ Regular
Weekday

Total

*Last yr 1
\$ 403.38*

Agreement



ite:	Coverage Years:	1
Generator/Engine Services		\$0.00
Switchgear Services		\$0.00
Ice for UPS Services		\$0.00
Additional Services		\$431.64
		\$431.64

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

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

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

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

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

Terms and Conditions:

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

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

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

AUTHORIZED SIGNATURE

PO NUMBER

BY GREGORY POOLE EQUIPMENT COMPANY

Date: _____



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

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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	\$ 210,000.00
Stormwater Management Plan	\$ 0.00
5 -Year Capital Improvement Plan	\$ 25,000.00
Stormwater Operations & Maintenance Plan	\$ 25,000.00
Grant Administration	\$ 20,000.00
Total Project Costs	\$ 400,000.00

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

LASII grant	\$ 400,000.00
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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

Proposed Project Funding Reallocation

Project Name: Warrenton Stormwater Planning
State Project No.: SRP-SW-0007
MEI Project No.: G22119.0

The Town of Warrenton requests the Division of Water Infrastructure allow a reallocation of task funds to cover the unanticipated costs of locating, cleaning and inspecting its stormwater infrastructure.

Justification:

The Town of Warrenton have no maps of the existing stormwater infrastructure. Most of the information regarding the system comes for a few hand sketches and employee knowledge. As work began on mapping and assessing the system, it was discovered that the town had far more infrastructure than they realized. On top of that, many of the stormwater structures had debris which prevented CCTV inspection crews from properly inspecting and documenting the condition of the structures. This debris also prevented the GIS mapping crew from getting accurate information on the structures such as construction materials, pipe sizes, inverts, and connectivity.

Although some of the original inspection costs included some limited cleaning, the current cost allocation for condition inspection and assessment will not cover the additional costs encountered due the larger than anticipated size of the system and the amount of debris removal required to properly inspect, assess and GIS map the system.

The mapping, inspection, and assessment of the town's stormwater system are, by far, the most critical parts of this project. Before the town can develop a systematic approach to stormwater management, it must first know the extent and location of its stormwater assets and the current condition of those assets. Since the town is not a MS4 community, an O&M plan and a CIP would be more useful to the town, at this time, than a formal Stormwater Management Plan.

For those reasons, the town would like to reallocate currently funded tasks to cover these unanticipated costs, as follows:

Task No.	Description	Original Cost	Revised Est. Costs	Reallocation 1	Reallocated Costs
.1	Project Management	\$ 20,000.00	\$ 20,000.00	\$ -	\$ 20,000.00
.2	GIS Mapping	\$ 100,000.00	\$ 100,000.00	\$ -	\$ 100,000.00
.3	Condition Inspection/Assessment	\$ 150,000.00	\$ 210,000.00	\$ 60,000.00	\$ 210,000.00
.4	Stormwater Management Plan	\$ 50,000.00	\$ -	\$ (50,000.00)	\$ -
.5	5-Year CIP Development	\$ 30,000.00	\$ 25,000.00	\$ (5,000.00)	\$ 25,000.00
.6	Stormwater O&M Plan	\$ 30,000.00	\$ 25,000.00	\$ (5,000.00)	\$ 25,000.00
.7	Grant Administration	\$ 20,000.00		\$ -	\$ 20,000.00
	TOTAL	\$ 400,000.00		\$ -	\$ 400,000.00

Prepared by:
Gary M. Flowers, PE
Senior Principal Project Manager
Municipal Engineering, Inc.



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

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NC GS Requiring Public Hearing for Out-of-Town Rates

Recently adopted HB 376 requires a water/sewer provider to hold a public hearing.

(b) Any local government service provider establishing an increase in the rates, fees, or charges for water or sewer system customers outside of the local government service provider's jurisdictional boundaries may impose rates, fees, and charges that exceed the charges to customers inside its boundaries. Notwithstanding G.S. 130A-64.1, 153A-277(a1)(1), 160A-314(a1)(1), and 162A-9(a), if the total of all rates, fees, and charges, excluding tap fees and impact fees, does not exceed the rates, fees, and charges to customers inside its boundaries by more than twenty-five percent (25%), the local government service provider shall not be required to hold a public hearing except as may be provided for service to customers inside the boundaries of the local government service provider. If the total of all rates, fees, and charges, excluding tap fees and impact fees, exceeds the rates, fees, and charges to customers inside its boundaries by more than twenty-five percent (25%), the local government service provider shall hold a public hearing and explain how the rates, fees, and charges for customers outside its boundaries were determined. This section shall not be construed to prohibit a local government service provider from charging a tap fee or impact fee separate from the provisions of this subsection."

Forward Plan

The UNC SOG has provided guidance for justifying and calculating rates including the Multiplier Method. Using the Multiplier Method going forward, staff will provide the Board with data comparisons of estimated costs of Out-of-town areas over and above intown areas. Examples of increased costs will include average feet of pipe per customer, pump stations, etc.

Ratified June 25, 2026, HB 376 requires entities to hold a public hearing only when "establishing an increase". Therefore, and according to UNC SOG, Warrenton would not need to hold a public hearing until the next time it raises rates, as the recently adopted town budget was approved prior to the passage of HB 376.

Public Hearing for Out of Town Rates	Intown Current	Times 1.25	Out of Town Current	Amount over 1.25
Intown Av Water	\$32.00	\$40.00	\$48.15	\$8.15
Intown Use Water	\$11.15	\$13.94	\$14.90	\$0.96
Intown Av Sewer	\$18.50	\$23.13	\$42.55	\$19.43
Intown Use Sewer	\$16.50	\$20.63	\$21.00	\$0.38
Intown Large Volume	\$9.15	\$11.44	\$11.15	-\$0.29

Cost of Operating/Maintaining 3 Pump Stations Annually - Serving Only Out of Town Custon \$27,800.00

Just to operate the Pump Stations would be an additional \$4.55 per month for each out of town customer.

Pump replacement of F&M Pump station in FY 2025-26 = \$40,000 or another \$6.54 per month per customer.

Customers per linear foot of water lines

158 Bus - Town limits to Food Lion	9420 feet	26 customers	Feet per customer - 362
Hazelwood/Connell	1837 feet	23 customers	Feet per customer - 80

Customers per linear foot of sewer lines

F&M to Town limits	10007 feet	33 customers	Feet per customer - 303
Hazelwood/Connell	1850 feet	23 customers	Feet per customer - 80

Area to maintain/improve/replace outside of town limits is roughly 4 times what intown area is.

436 intown customers

510 out of town customers