



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

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

BOARD OF COMMISSIONERS REGULAR MEETING
6:45 Public Hearing – Proposed Annual Budget
7:00 PM June 13, 2022
AGENDA

Regular Meeting

1. Call to Order, Pledge of Allegiance and Moment of Silence
2. Conflict of Interest Statement, Proposed Agenda
3. Public Comments
4. Minutes of Board Meeting on May 9, 2022, Minutes of Public Hearing – Vehicles May 9, 2022, Minutes of Public Hearing – Special Use Permit May 9, 2022
5. Consent Agenda
 - a. Year-to-Date Revenue and Expenditure Reports (Budget vs. Actual)
 - b. Monthly Checks Report
 - c. Public Works Monthly Report
 - d. WWTP Monthly Report
 - e. Police Activity Reports
 - f. Action Items from February BOC Meeting
6. Committee Reports
 - a. Finance and Administration (Ms. Hunter)
 - b. Public Works (Mr. Fleming)
 - c. Public Safety (Mr. Ayscue)
 - d. Human Resources/Information Technology (Mr. Blalock)
 - e. Revitalization/Historic District Commission (Mr. Coffman)
 - f. Beautification/Facilities (Ms. Britt)
 - g. Planning/Zoning/Annexation (Mr. Young)
7. Old Business
 - a. Status of Grants – for information
 - b. USDA Grant/Loan Agreement – for consideration
 - c. Annual Budget Ordinance – for consideration
8. New Business
 - a. Budget Amendment #16 Frontier Warren – for consideration
 - b. Budget Amendment #17 Streets/Sanitation – for consideration
 - c. Budget Amendment #18 Police Department – for consideration
 - d. Preservation Warrenton Recommendation for Historic District Commission – for consideration
 - e. Recommendation to Appoint Bobby Tippet to Board of Adjustment – for consideration
 - f. ARP Funding for Battle Avenue for Stream Analysis – for consideration
 - g. Adopt No Turn on Red at corner of S. Main and E. Franklin Streets – for consideration
 - h. Refer to Planning Board Rezoning Request on (Bland Road) – for consideration
9. Announcements
10. Adjournment

PUBLIC HEARING NOTICE

Notice is hereby served that the Warrenton Board of Commissioners will hold a public hearing on Monday, June 13, 2022 in the meeting room of Town Hall located at 113 S. Bragg Street, Warrenton, NC. At 6:45 PM comments will be received on the Proposed Budget for FY 2022-23. All interested citizens are urged to attend.

A copy of the budget will be available for public review at the Warrenton Town Hall, by calling 252-257-1122 and making an appointment. The budget will also be available on the Town's website: www.warrenton.nc.gov.

Mayor Walter M. Gardner, Jr.
Warrenton Board of Commissioners

Conflict of Interest Disclaimer

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

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

Citizen Comments

Rules for Citizen Comments

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

Town of Warrenton
Board of Commissioners



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

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BOARD OF COMMISSIONERS REGULAR MONTHLY MEETING

May 9, 2022

7:00 P.M.

Minutes

Those in attendance were:

Mayor Walter Gardner	Commissioner Mary Hunter
Commissioner John Blalock	Commissioner Al Fleming
Commissioner Jason Young	Commissioner Margaret Britt
Commissioner Coffman (via conference call)	
Town Administrator, Robert Davie	
William "Bill" Perkinson, Public Works	
Sgt. M. Oakley, Police Department	
Tracy Stevenson, Minute Taker	

Call to Order – Pledge of Allegiance and Moment of Silence

Mayor Gardner called the regular monthly meeting of the Town of Warrenton Board of Commissioners to order on Monday, May 9, 2022 at 7:00 p.m. Mayor Gardner asked that everyone remember the family of Town Administrator, Robert Davie who lost his nephew, Dobbs Davie, the family of Chief Lane who lost his mother, Toni Ferrell, and the family of Commissioner Ayscue who was unable to attend as they are dealing with a family illness. A Moment of Silence was held for all who are sick, suffering, and in need. The Pledge of Allegiance was led by Commissioner Blalock. Commissioner Coffman was unable to attend in person but joined via conference call.

Conflict of Interest Statement and Proposed Agenda

The Conflict-of-Interest statement was reviewed. The Proposed Agenda was presented. Mayor Gardner requested that a change in order be made to the agenda as follows:

Committee Reports to be presented in reverse order

Commissioner Blalock made a motion to approve the proposed agenda with the requested order change, which was seconded by Commissioner Hunter. Town Administrator, Robert Davie conducted a roll call vote. The motion was approved by unanimous vote.

Public Comments

Jereann Johnson was recognized for public comments. Ms. Johnson expressed the need for equitable distribution of grant funds and announced a series of public panel discussions to be held at the Warren County Memorial Library, with the first session to be held Saturday, May 14, 2022 from 11:00 am to 12:30 pm. Craig Hahn was recognized for public comments. Mr. Hahn requested a refund be granted for a \$300.00 fine he received due to tree cutting on his property without a permit at 109 W. Ridgeway Street.

Minutes of Board Meeting on March 14, 2022

The minutes of April 11, 2022 were presented. Commissioner Fleming made a motion to approve the minutes as presented, which was seconded by Commissioner Britt. Town Administrator, Robert Davie conducted a roll call vote. The motion was approved by unanimous vote.

Consent Agenda

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

A motion was made by Commissioner Blalock to approve the Consent Agenda, with a second by Commissioner Hunter. Town Administrator, Robert Davie conducted a roll call vote. The motion was approved by unanimous vote.

Committee Reports (Note: Committee Reports were presented in reverse order)

- (a) Finance and Administration – Commissioner Hunter had no additional report other than agenda items. She expressed her appreciation for the proactive, visionary approach of Town Administrator, Robert Davie on a comprehensive, well-planned budget proposal.
- (b) Public Works – Commissioner Fleming stated the Public Works department was running as usual but had no additional report other than agenda items. Commissioner Young requested that the Public Works Department troubleshoot a mirror at the intersection of Ridgeway Street and Brehon Street.
- (c) Public Safety – Commissioner Ayscue was not in attendance. Sgt. Oakley had no additional report other than agenda items.
- (d) Human Resources – Information Technology – Commissioner Blalock stated in reference to the staffing issues in the Police Department that an offer had been made to an applicant for a full time position. Sgt. Oakley informed the Board that the offer had been accepted and the new hire would start after completing notice with his current employer.
- (e) Revitalization/Historic District Commission – Commissioner Coffman reported that the Historic District Commission approved two Certificate of Appropriateness for properties located at 414 S. Main Street and 420 S. Main Street. Commissioner Coffman stated that based on Town Administrator, Robert Davie’s recommendation that the fine of \$300.00 received from Craig Hahn be refunded, and he made a

- motion to approve this refund, which was seconded by Commissioner Young. Town Administrator, Robert Davie conducted a roll call vote. The motion was approved by unanimous vote. Commissioner Coffman presented the restructuring plan for the Revitalization Committee for Board review.
- (f) Beautification/Facilities – Commissioner Britt had no additional report other than agenda items. Commissioner Britt thanked the Public Works Department for the quick repair of several potholes on Church Street and Bragg Street that were discussed at the last meeting.
 - (g) Planning/Zoning/Annexation – Commissioner Young stated in reference to the Special Use Permit for Play'D Out Sports, LLC at 109 S. Hall Street, the Planning Board had recommended denial of the special use permit citing inadequate parking, the proximity of a sports bar to the proposed children's arcade, and noise complaints of surrounding neighbors. Commissioner Blalock made a motion to deny the Special Use Permit based on the reasons outlined in the recommendation from the Planning Board, which was seconded by Commissioner Britt. Town Administrator, Robert Davie conducted a roll call vote. The motion to deny the special use permit was approved by unanimous vote. Commissioner Young stated that he and Robert Davie were working on the language of the proposed, new ordinances and would present at a later date.

Old Business

(a) Status of Grants

Fund 53 – NC Commerce Main Street Downtown Redevelopment – Project received extension to June 30, 2022.

Fund 55 – NC DEQ Water Infrastructure WWTP – Working with Tommy Breedlove on installation of SCADA. Materials are delayed across most projects with Municipal Engineering.

Fund 72 NC Main Street Solutions Warrenton Brewery Grant – Owners have received Temporary Certificate of Occupancy.

Fund 67 – NC Neighborhood Revitalization Program – Scheduling a meeting with property owners to discuss options given pricing increases on materials and labor. NC Commerce is considering request for additional funding due to construction cost increases.

Fund 68 – Building Reuse Grant – Awaiting Certificate of Occupancy. Not yet entered into reporting period with NC Commerce.

Fund 69 – Volkswagen Settlement Grant – Utility/dump truck delayed again by Ford Motor Company after scheduling to be built in April, after a delay from February. Upon completion of manufacturing, 8 additional weeks needed for addition of lights, signage on truck. Will have to make up some funding from budget because of price increases since grant was awarded.

Fund 71 – Brownfield Grant – Phase 1 completed on old County Jail and provided to site lessees. Other sites are being identified for Phase 1 studies.

No Fund – NC IDEA – Ice House Grant – 4th Cohort began in March 2022. Coming to an end soon.

Grants submitted since last BOC meeting –

NC Rural Transformation Grant \$500,000 (Parking, Parks, Eaves)

NCDEQ SLRF Grant \$19,187,222

Water System Improvements: \$4,272,783

Sewer System Rehabilitation: \$4,096,663

WWTP Improvements: \$10,817,776
USDA Community Facilities \$150,000 (trucks)

- (b) **ARP Summary** – Town Administrator, Robert Davie presented an ARP summary. Approved expenditures of \$85,241 leave an available balance of \$180,224.
- (c) **Grant Project Ordinance, USDA work trucks** – Town Administrator, Robert Davie presented the ordinance to purchase three Public Works work trucks. Commissioner Blalock made a motion to approve the ordinance, with a second by Commissioner Hunter. Town Administrator, Robert Davie conducted a roll call vote. The motion was approved by unanimous vote.
- (d) **Grant Project Ordinance, USDA police vehicles** – Town Administrator, Robert Davie presented the ordinance to purchase two Police vehicles. Commissioner Blalock made a motion to approve the ordinance, with a second by Commissioner Hunter. Town Administrator, Robert Davie conducted a roll call vote. The motion was approved by unanimous vote.
- (e) **Special Use Permit** – Permit was presented during Planning/Zoning/Annexation Committee reports by Commissioner Young. The special use permit was not approved.

New Business

- (a) **Current Budget Highlights** - Town Administrator Robert Davie stated that sales tax is running \$50,000 over budget projections and ad valorem tax revenue is on target as projected. He further stated that Revenue shortfall could happen for Fund 38, if run rates do not hold, of approximately \$13,000. Expenses will be within budget but could exceed revenues in Fund 38.
- (b) **Presentation of FY 2022-23 Budget** – Town Administrator, Robert Davie presented the proposed FY 2022-23 Budget. The General Fund budget is proposed to be \$1,436,311 which represents an increase of \$85,160 from the FY 2021-22 budget. The primary causes for the rise in operating costs are inflation and cost of goods and services, particularly gasoline, and salary increases and Cost of Living Adjustments for employees. For the 14th consecutive year there is no planned increase in ad valorem taxes. The budget has no increases for health insurance. Mayor Gardner stated there will be a Public hearing to address the proposed FY 2022-23 budget on June 13, 2022 at 6:45 pm, prior to the next Board of Commissioners meeting.
- (c) **Audit Proposal** - Town Administrator, Robert Davie presented a list of auditing firms that were contacted for proposals. He stated that Joyce and Company was the preferred option based on a price and qualifications. Commissioner Fleming made a motion to approve Joyce and Company as the audit firm for the Town of Warrenton, which was seconded by Commissioner Britt. Town Administrator, Robert Davie conducted a roll call vote. The motion was approved by unanimous vote.
- (d) **Budget Amendments #13, 14, 15** – Town Administrator, Robert Davie presented Budget Amendments #13, 14, and 15 for approval. He stated the budget amendments are necessary to close out grant funds. Commissioner Blalock made a motion to approve the budget amendments as presented, with a second by Commissioner Hunter. Town Administrator, Robert Davie conducted a roll call vote. The motion was approved by unanimous vote.

Announcements – Mayor Walter Gardner announced that Public Works Director, Bill Perkinson has been chosen by the NC Rural Water Association as the recipient of the 2022 AI Deratt

Award. Mr. Perkinson will be recognized at their upcoming NCRWA 2022 Annual Conference & Exhibition Awards Banquet in Winston Salem on Wednesday, May 11, 2022.

With no further business, the meeting was adjourned.



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PUBLIC HEARING FOR PROPOSED VEHICLE PURCHASE

May 9, 2022

6:30 PM

Mayor Gardner called the Public Hearing of the Town of Warrenton Board of Commissioners to order on Monday, May 9, 2022 at 6:30 p.m. The purpose of this public hearing is to receive comments on the proposed purchase of 2 Police vehicles and 3 Public Works trucks. Funding for the proposed project will be a combination of grant and loan funding provided by USDA Rural Development. Those attending were Mayor Walter Gardner, Town Administrator, Robert Davie, Commissioners Mary Hunter, John Blalock, Margaret Britt, Al Fleming, and Jason Young, Sgt. M. Oakley, Tracy Stevenson, and citizens. Commissioner Michael Coffman was unable to attend in person but joined via conference call.

Mayor Gardner asked for public comments. After ten minutes with no comments voiced during the Public Hearing, the meeting was closed.



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PUBLIC HEARING FOR SPECIAL USE PERMIT
109 S. HALL STREET
May 9, 2022
6:45 PM

Mayor Gardner called the Public Hearing of the Town of Warrenton Board of Commissioners to order on Monday, May 9, 2022 at 6:45 p.m. The purpose of this public hearing is to receive comments on a requested Special Use permit for a children's arcade at 109 S. Hall Street. Those attending were Mayor Walter Gardner, Town Administrator, Robert Davie, Commissioners Mary Hunter, John Blalock, Margaret Britt, Al Fleming, and Jason Young, Sgt. M. Oakley, Tracy Stevenson, and citizens. Commissioner Michael Coffman was unable to attend in person but joined via conference call.

Mayor Gardner asked for public comments. Ann Satterwhite stated that she had plans to open a Board-approved AirBNB at her property at 128 E. Franklin Street, which is an adjoining property to the proposed arcade, but that she cannot continue with these plans if there is any additional noise at the 109 S. Hall Street location. There is already a too much noise from the existing business.

After ten minutes with no other comments voiced during the Public Hearing, the meeting was closed.

Budget vs Actual

Town of Warrenton
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Period Ending 5/31/2022

34 FRONTIER WARREN								
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent	
Revenues								
34-335-341 NC IDEA Grant Revenue	5,000	0.00	0.00	0.00	5,000.00	0.00	100%	
34-335-344 Contribution from WC to Frontier Warren	10,000	0.00	0.00	0.00	10,000.00	0.00	100%	
34-351-362 Frontier Warren Events	0	0.00	160.00	344.00	1,215.80	1,215.80		
34-351-422 Rent Paid to Town Frontier Warren	24,000	0.00	2,900.00	4,980.00	27,260.00	3,260.00	114%	
34-352-363 Donations	2,000	0.00	89.00	156.50	738.75	(1,261.25)	37%	
Revenues Totals:	41,000	0.00	3,149.00	5,480.50	44,214.55	3,214.55	108%	
Expenses								
34-405-098 American Rescue Plan Reimbursement	(13,000)	0.00	0.00	0.00	0.00	(13,000.00)		
34-405-203 Supplies	825	0.00	0.00	150.95	824.63	0.00	100%	
34-405-250 Lights/Heat/Security	4,400	0.00	229.51	534.47	4,400.00	0.00	100%	
34-405-251 Telephone/Internet	3,028	0.00	281.94	563.88	2,828.52	198.98	93%	
34-405-255 Bldg Maint/Clean Srvs	4,355	0.00	450.00	550.00	4,320.00	35.37	99%	
34-405-400 Liability Insurance	93	0.00	0.00	42.50	92.00	0.50	99%	
34-405-422 Rent Paid by Town	36,000	0.00	3,000.00	6,000.00	36,000.00	0.00	100%	
34-405-499 Miscellaneous	300	0.00	0.00	0.00	300.00	0.00	100%	
Non-Departmental Totals:	36,000	0.00	3,961.45	7,841.80	48,765.15	(12,765.15)	135%	
34-431-700 NC IDEA Grant Expense	5,000	0.00	1,250.00	1,250.00	5,000.00	0.00	100%	
Totals:	5,000	0.00	1,250.00	1,250.00	5,000.00	0.00	100%	
Expenses Totals:	41,000	0.00	5,211.45	9,091.80	53,765.15	(12,765.15)	131%	
34 FRONTIER WARREN	Revenues Over/(Under) Expenses:		(2,062.45)	(3,611.30)	(9,550.60)			

Budget vs Actual

Town of Warrenton
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Period Ending 5/31/2022

37 GENERAL FUND								
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent	
Revenues								
37-302-301 Ad Valorem Taxes - Current	403,379	0.00	0.00	7,254.84	411,120.29	7,741.29	102%	
37-302-302 Ad Valorem Taxes - Prior Year	6,000	0.00	0.00	2,123.97	7,528.58	1,528.58	125%	
37-302-303 Ad Valorem Taxes - all other prior years	3,000	0.00	0.00	1,374.74	1,777.97	(1,222.03)	59%	
37-302-304 Ad Valorem Taxes - Penalties & Interest	1,800	0.00	0.00	854.74	2,668.19	868.19	148%	
37-307-310 Motor Vehicles - Current	36,007	0.00	0.00	3,364.96	26,159.81	(9,847.19)	73%	
37-320-320 Local Option Sales Tax Monthly	270,000	0.00	24,086.21	48,467.27	212,943.73	(57,056.27)	79%	
37-320-321 Annual Refund of Sales Tax the Town paid	0	0.00	0.00	0.00	23,439.89	23,439.89		
37-325-325 Utility Franchise Tax Quarterly	86,000	0.00	0.00	0.00	41,861.65	(44,138.35)	49%	
37-325-326 Beer & Wine Tax Annual	3,600	0.00	3,369.51	3,369.51	3,369.51	(230.49)	94%	
37-325-328 Refund of Gas Tax paid monthly	1,000	0.00	91.63	91.63	1,008.24	8.24	101%	
37-325-329 PD Narcotics Tax	100	0.00	0.00	0.00	0.00	(100.00)		
37-325-330 Solid Waste Disposal Tax Qrly	0	0.00	160.38	160.38	642.95	642.95		
37-335-335 Powell Bill	24,128	0.00	0.00	0.00	29,194.85	5,066.85	121%	
37-345-345 Zone Board of Adj	500	0.00	200.00	200.00	700.00	200.00	140%	
37-345-346 Code Enforcement	2,750	0.00	100.00	200.00	3,050.00	300.00	111%	
37-351-350 Run Warrenton 5K	2,500	0.00	0.00	0.00	0.00	(2,500.00)		
37-351-353 Landfill Fees Residential	180,480	0.00	15,346.92	30,970.48	170,046.52	(10,433.48)	94%	
37-351-355 Cemetery Fees	1,400	0.00	0.00	0.00	0.00	(1,400.00)		
37-351-356 Police Rpt Fees	50	0.00	5.00	5.00	50.00	0.00	100%	
37-351-357 Court Fees	300	0.00	27.00	54.00	283.50	(16.50)	95%	
37-351-359 Charge for Grass Mowing	0	0.00	0.00	0.00	1,212.50	1,212.50		
37-351-360 Cell Tower Rent	29,400	0.00	0.00	2,695.00	26,950.00	(2,450.00)	92%	
37-351-361 Parking/Ordinance Collections PD	250	0.00	50.00	50.00	100.00	(150.00)	40%	
37-351-401 Debt Setoff Landfill	100	0.00	103.81	103.81	209.81	109.81	210%	

Budget vs Actual

Town of Warrenton
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Period Ending 5/31/2022

37 GENERAL FUND								
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent	
37-365-001 Interest Income	50	0.00	0.00	0.84	31.18	(18.82)	62%	
37-365-002 NCCMT Debt Setoff Disbursement	0	0.00	512.93	512.93	512.93	512.93		
37-365-351 Revitalization Comm	9,500	0.00	0.00	1,010.00	2,490.00	(7,010.00)	26%	
37-365-358 Branded Merchandise for Sales	500	0.00	0.00	0.00	40.00	(460.00)	8%	
37-365-366 Surplus Property	1,500	0.00	0.00	0.00	8,712.50	7,212.50	581%	
37-365-370 WWTP 25% of GF Exp	44,247	0.00	0.00	4,164.19	36,967.31	(7,279.69)	84%	
37-365-371 WS 25% of GF Exp	87,356	0.00	0.00	8,232.04	79,460.58	(7,895.42)	91%	
37-365-374 Insurance Proceeds GF	13,240	0.00	0.00	0.00	13,240.00	0.00	100%	
37-365-401 Mis/Revenue/License Tags	100	0.00	0.00	0.00	3,228.30	3,128.30	3228%	
37-365-410 Interest Investment NCCMT	500	0.00	0.00	89.97	158.42	(341.58)	32%	
37-365-501 Misc Revenue POLICE	500	0.00	0.00	0.00	0.00	(500.00)		
37-395-396 Apropriated Fund Balance (Budget Only)	110,812	0.00	0.00	0.00	0.00	(110,811.55)		
Revenues Totals:	1,321,049	0.00	44,053.39	115,350.30	1,109,159.21	(211,889.34)	84%	
Expenses								
37-401-010 Salary - Full Time	128,031	0.00	10,191.98	22,384.76	117,213.38	10,817.62	92%	
37-401-012 Salary - Adm Assistant	47,353	0.00	3,600.00	9,000.00	43,750.00	3,603.00	92%	
37-401-020 ER-FICA Taxes	9,747	0.00	779.12	1,711.02	8,960.04	786.96	92%	
37-401-021 ER-FICA Taxes - Adm Assistant	3,623	0.00	274.84	687.10	3,340.16	282.84	92%	
37-401-030 ER-Retirement - Orbit	31,806	0.00	2,510.14	5,712.03	29,295.34	2,510.66	92%	
37-401-040 ER-Health Insurance	24,780	107.64	2,073.27	4,146.54	24,210.72	461.64	98%	
37-401-050 ER-Life Insurance	604	0.00	48.00	96.00	576.00	28.00	95%	
37-401-060 ER-Workman's Comp	400	0.00	0.00	0.00	326.20	73.80	82%	
37-401-098 American Rescue Plan Reimbursement	(30,103)	0.00	0.00	0.00	0.00	(30,103.07)		
37-401-200 Travel Expense	745	0.00	0.00	0.00	0.00	745.00		
37-401-203 Supplies	4,090	69.49	678.91	865.64	3,072.71	947.30	77%	
37-401-250 Light, Heat & Security	12,000	434.00	483.48	863.60	5,786.74	5,779.26	52%	

Budget vs Actual

Town of Warrenton
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Period Ending 5/31/2022

37 GENERAL FUND								
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent	
37-401-251 Telephone & Postage	3,000	173.92	249.41	525.49	2,440.51	385.57	87%	
37-401-255 Bldg. Maint/ Clean SVS	5,545	276.66	630.00	663.33	4,004.79	1,263.55	77%	
37-401-256 Bank Fees/ Petty Cash	3,150	0.00	350.00	600.00	3,100.00	50.00	98%	
37-401-295 Training	1,025	0.00	0.00	175.00	500.00	525.00	49%	
37-401-301 Computer Maint	3,770	703.99	0.00	166.50	3,065.64	0.37	100%	
37-401-302 Software Support	2,570	124.45	96.19	216.33	1,986.51	459.11	82%	
37-401-304 Website	1,575	0.00	0.00	0.00	1,575.00	0.00	100%	
37-401-305 Technology Upgrades	910	0.00	0.00	0.00	909.01	0.99	100%	
37-401-306 Awning 25% Fund	500	0.00	0.00	0.00	0.00	500.00		
37-401-307 Special Events	576	0.00	0.00	0.00	576.00	0.00	100%	
37-401-309 Advertising	1,300	0.00	239.25	239.25	326.58	973.42	25%	
37-401-310 Dues & Subscriptions	2,800	0.00	0.00	138.00	2,745.00	55.00	98%	
37-401-325 NC Sales/Use Tax Paid (No Tax)	700	0.00	0.00	44.78	373.30	326.70	53%	
37-401-400 Liability Insurance	7,072	0.00	0.00	1,262.14	4,472.51	2,599.49	63%	
37-401-401 County Tax Collection Svs	8,000	0.00	0.00	174.13	6,970.00	1,030.00	87%	
37-401-405 Audit Expense	9,200	0.00	0.00	0.00	4,150.00	5,050.00	45%	
37-401-410 Election Cost	4,566	0.00	0.00	0.00	4,520.70	45.00	99%	
37-401-415 Economic Development	12,000	0.00	1,000.00	2,000.00	12,000.00	0.00	100%	
37-401-420 Attorney Fees	28,500	1,200.00	0.00	0.00	18,200.00	9,100.00	68%	
37-401-497 Sales & Uses Tax Expense	0	0.00	1,016.48	3,620.75	21,003.15	(21,003.15)		
37-401-499 Miscellaneous Expense	540	0.00	26.95	26.95	16.36	523.64	3%	
37-401-700 WDRI Grant Expense	132	0.00	0.00	0.00	131.81	0.19	100%	
37-401-801 Town Hall Roof Loan-Principal	7,026	0.00	451.28	902.56	6,574.35	451.92	94%	
37-401-803 USDA Town Hall/WS Loan Principal	4,431	0.00	0.00	0.00	4,431.00	0.00	100%	
37-401-831 Town Hall Roof Loan - Interest Admin	260	0.00	20.98	41.96	230.78	29.02	89%	
37-401-833 USDA Town Hall/WS Loan Interest	2,850	0.00	0.00	0.00	2,850.00	0.00	100%	

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37 GENERAL FUND								
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent	
37-401-998 Contingency	1,000	0.00	0.00	0.00	0.00	1,000.00		
General Government Totals:	346,073	3,090.15	24,720.28	56,263.86	343,684.29	(701.17)	100%	
37-402-014 Mayor Part Time Salary	1,500	0.00	125.00	250.00	1,375.00	125.00	92%	
37-402-020 ER - FICA TAXES	115	0.00	9.56	19.12	105.16	9.84	91%	
37-402-200 Travel Expense	200	0.00	70.00	70.00	70.00	130.00	35%	
37-402-295 Training	900	0.00	0.00	0.00	900.00	0.00	100%	
37-402-402 Commission offsite meetings	50	0.00	0.00	0.00	36.08	13.92	72%	
Governing Body Totals:	2,765	0.00	204.56	339.12	2,486.24	278.76	90%	
37-405-407 Branded Clothing Sales	500	0.00	0.00	0.00	0.00	500.00		
37-405-430 Historic District Comm	14,870	0.00	0.00	0.00	1,806.00	13,064.00	12%	
37-405-440 Run Warrenton 5K	2,500	0.00	0.00	0.00	0.00	2,500.00		
37-405-450 Revitalization Comm	9,500	0.00	0.00	1,250.00	1,742.91	7,757.09	18%	
37-405-470 Small Town Maint St	2,200	0.00	0.00	0.00	1,115.00	1,085.00	51%	
Non-Departmental Totals:	29,570	0.00	0.00	1,250.00	4,663.91	24,906.09	16%	
37-501-010 SALARY FULL TIME	207,333	0.00	15,049.34	33,700.74	189,312.72	18,020.28	91%	
37-501-014 Salary - Part Time	15,977	0.00	3,240.00	5,400.00	12,855.99	3,120.51	80%	
37-501-016 Police Clerical Salary	34,795	0.00	2,676.80	6,692.00	32,671.60	2,123.40	94%	
37-501-019 Salary - Over-Time	9,000	0.00	355.16	1,598.22	8,482.86	517.14	94%	
37-501-020 ER-FICA Taxes	19,566	0.00	1,619.40	3,596.21	18,458.89	1,107.11	94%	
37-501-030 ER - Retirement Orbit	44,440	0.00	3,397.09	7,885.93	43,309.82	1,130.18	97%	
37-501-031 ER - 401K 5%	10,912	806.79	770.23	1,764.95	9,889.78	215.43	98%	
37-501-040 ER - Health Insurance	38,960	3,162.70	2,668.10	5,336.20	35,646.50	150.80	100%	
37-501-050 ER - Life Insurance	1,090	0.00	80.00	160.00	1,024.00	66.00	94%	
37-501-060 ER - Workman's Comp	6,420	0.00	0.00	0.00	4,600.47	1,819.53	72%	
37-501-200 Travel Expense	1,000	0.00	0.00	0.00	988.16	11.84	99%	
37-501-203 Supplies	3,000	69.49	112.73	620.56	2,764.41	166.10	94%	
37-501-204 Uniforms	2,000	0.00	105.75	105.75	1,923.13	76.87	96%	
37-501-205 Equipment & Material	3,000	76.97	850.00	850.00	2,814.20	108.83	96%	

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37 GENERAL FUND							
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
37-501-250 Light, Heat & Security	5,928	434.00	360.21	597.62	4,927.41	566.59	90%
37-501-251 Telephone & Postage	9,387	136.58	822.82	1,696.05	8,268.84	981.58	90%
37-501-252 Fuel	24,700	0.00	2,089.87	4,290.82	22,010.38	2,689.62	89%
37-501-255 Bldg Maint/Clean Svs	5,904	276.66	270.00	303.33	4,366.46	1,260.88	79%
37-501-295 Training	610	(0.20)	0.00	0.00	608.84	1.36	100%
37-501-301 Computer Maint	5,856	999.00	0.00	0.00	3,619.67	1,237.33	79%
37-501-302 Software Support	6,665	0.00	0.00	0.00	6,649.71	15.29	100%
37-501-351 Maint & Repair Equip	4,989	0.00	41.40	2,030.15	4,062.58	926.42	81%
37-501-370 2019 Dodge Car 100	1,000	0.00	0.00	55.24	163.68	836.32	16%
37-501-371 2017 Dodge Car 200	1,000	0.00	0.00	0.00	728.92	271.08	73%
37-501-372 2016 Dodge Car 300	1,500	0.00	0.00	500.00	1,484.25	15.75	99%
37-501-373 2017 Dodge Car 400	2,300	0.00	0.00	0.00	2,208.84	91.16	96%
37-501-374 2010 Ford Car 500	1,000	0.00	0.00	0.00	336.46	663.54	34%
37-501-375 2008 Ford Car 600	684	0.00	0.00	150.40	150.40	533.60	22%
37-501-376 2019 Dodge Car 700	1,190	0.00	0.00	0.00	1,183.81	6.19	99%
37-501-400 Liability Insurance	12,400	0.00	0.00	4,237.87	12,021.56	378.44	97%
37-501-415 Police Shots Medical	420	110.00	68.88	68.88	68.88	241.12	43%
37-501-433 COP Program	1	0.00	0.00	0.00	0.00	1.00	
37-501-436 PD Narcotics Tax/Proceeds	1	0.00	0.00	0.00	0.00	0.50	
37-501-499 Miscellaneous	3,410	628.58	940.01	2,198.18	2,184.78	596.64	83%
37-501-801 Town Hall Roof Loan Principal	6,890	0.00	451.28	902.56	6,574.42	315.86	95%
37-501-802 Police 2017 Cars Loan Principal (USDA)	4,206	0.00	0.00	0.00	4,206.00	0.00	100%
37-501-803 Police Security Camera Loan Principal (USDA)	1,243	0.00	0.00	0.00	1,242.46	0.54	100%
37-501-804 Police 2019 Cars Loan Principal (USDA)	4,545	0.00	0.00	0.00	4,544.28	0.72	100%
37-501-831 Town Hall Roof Loan - Interest PD	388	0.00	20.98	41.96	230.84	157.16	59%
37-501-832 Police 2017 Cars Loan Interest (USDA)	574	0.00	0.00	0.00	574.00	0.00	100%

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37 GENERAL FUND								
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent	
37-501-833 Police Security Camera Loan Interest (USDA)	91	0.00	0.00	0.00	90.54	0.46	99%	
37-501-834 Police 2019 Cars Loan Interest (USDA)	882	0.00	0.00	0.00	881.72	0.28	100%	
Police Department Totals:	505,256	6,700.57	35,990.05	84,783.62	458,132.26	40,423.45	92%	
37-601-014 Salary - Part Time Code Enforcement	3,000	0.00	397.80	734.40	3,263.88	(263.88)	109%	
37-601-020 ER-FICA Taxes	230	0.00	30.42	56.17	206.91	23.09	90%	
37-601-252 Fuel/Truck Expense/Insurance	435	0.00	0.00	0.00	0.00	435.00		
37-601-352 Vehicle Maintenance	200	0.00	0.00	0.00	0.00	200.00		
37-601-437 Contract Srvs Fire Protection	70,000	0.00	5,833.33	11,666.66	64,166.63	5,833.37	92%	
37-601-475 Donation to Town Fire	1,500	0.00	0.00	0.00	0.00	1,500.00		
37-601-476 Code Enforcement Exp	5,300	0.00	0.00	0.00	5,000.00	300.00	94%	
37-601-710 Fire Museum Expense	10,000	0.00	0.00	0.00	0.00	10,000.00		
Fire Totals:	90,665	0.00	6,261.55	12,457.23	72,637.42	18,027.58	80%	
37-651-330 Christmas Lights/Santa House	906	0.00	0.00	0.00	905.45	0.55	100%	
37-651-331 Haley Haywood Park	1,650	0.00	0.00	0.00	25.57	1,624.43	2%	
37-651-332 Signs below \$5,000	2,194	0.00	0.00	294.88	1,857.47	336.53	85%	
37-651-333 Street Beautification - Below \$5,000	4,765	0.00	657.78	915.66	4,648.99	116.01	98%	
37-651-335 Street Lighting Electric Bill	23,000	0.00	1,896.94	3,791.25	19,717.94	3,282.06	86%	
Signs and Lights Totals:	32,515	0.00	2,554.72	5,001.79	27,155.42	5,359.58	84%	
37-701-010 Salary - Full Time	53,498	0.00	4,468.22	10,784.45	48,167.42	5,330.58	90%	
37-701-014 Salary - Part Time	16,316	0.00	896.86	2,205.96	13,271.12	3,044.88	81%	
37-701-019 Over-Time	910	0.00	0.00	0.00	61.55	848.45	7%	
37-701-020 ER-FICA Taxes	5,659	0.00	409.25	990.81	4,690.52	968.48	83%	
37-701-030 ER - Retirement - Orbit	13,832	0.00	892.11	2,026.95	9,906.88	3,925.12	72%	
37-701-040 ER-Health Insurance	14,114	76.50	1,208.16	2,416.32	12,866.80	1,170.70	92%	
37-701-050 ER-Life Insurance	383	0.00	32.32	64.64	350.44	32.56	91%	

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37 GENERAL FUND								
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent	
37-701-060 ER-Workman's Comp	1,837	0.00	0.00	0.00	1,836.17	0.83	100%	
37-701-203 Supplies	3,453	0.00	353.46	1,020.14	3,173.68	279.32	92%	
37-701-204 Uniforms	4,009	0.00	383.81	1,022.24	3,513.36	495.64	88%	
37-701-251 Telephone & Postage	936	0.00	166.27	242.94	838.09	97.91	90%	
37-701-252 Fuel	10,880	0.00	1,878.86	2,070.26	9,495.13	1,384.87	87%	
37-701-256 Street Maintenance	5,760	0.00	0.00	0.00	5,760.00	0.00	100%	
37-701-312 Tree Removal	500	0.00	0.00	0.00	500.00	0.00	100%	
37-701-351 Maint & Repair Equip	7,226	399.28	120.00	243.71	6,135.13	691.59	90%	
37-701-352 Vehicle Maintenance	20,569	451.87	0.00	0.00	18,578.21	1,538.92	93%	
37-701-400 Liability Insurance	6,039	0.00	0.00	1,388.85	4,404.81	1,634.19	73%	
37-701-431 Street Debris Disposal	3,500	0.00	0.00	0.00	3,500.00	0.00	100%	
37-701-895 Mowing	(16,000)	0.00	(1,125.00)	(2,250.00)	(12,375.00)	(3,625.00)	77%	
Streets Totals:	153,421	927.65	9,684.32	22,227.27	134,674.31	17,819.04	88%	
37-710-361 Maint & Repair POWELL BILL	18,167	0.00	796.00	994.00	9,406.00	8,761.00	52%	
37-710-405 Audit Expense POWELL BILL	100	0.00	0.00	0.00	0.00	100.00		
37-710-810 BB&T Battle Ave Sewer Loan POWELL - Prin	5,637	0.00	0.00	5,636.54	5,636.54	0.46	100%	
37-710-830 BB&T Battle Ave Sewer Loan POWELL - Int	224	0.00	0.00	223.76	223.76	0.24	100%	
Powell Bill Totals:	24,128	0.00	796.00	6,854.30	15,266.30	8,861.70	63%	
37-801-010 Salary - Full Time Sanitation	48,527	0.00	3,732.72	9,331.80	44,993.52	3,533.48	93%	
37-801-019 Salary - Over Time Sanitation	(54)	0.00	74.02	74.02	74.02	(128.02)	-137%	
37-801-020 ER - FICA Sanitation	3,764	0.00	285.06	704.16	3,373.85	390.15	90%	
37-801-030 ER - Retirement - Orbit Sanitation	7,851	0.00	692.83	1,711.87	8,202.35	(351.35)	104%	
37-801-040 ER - Health Insurance	11,101	104.90	892.07	1,829.14	10,888.06	108.04	99%	
37-801-050 ER - Life Insurance	281	0.00	21.60	43.20	259.20	21.80	92%	
37-801-060 Workman's Compensation	4,080	0.00	0.00	0.00	4,079.31	0.69	100%	
37-801-203 Supplies	648	0.00	139.47	157.51	432.66	215.34	67%	
37-801-204 Uniforms	2,388	0.00	253.64	657.72	2,199.15	188.85	92%	

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37 GENERAL FUND								
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent	
37-801-251 Telephone & Postage	516	14.90	138.41	179.75	501.10	0.00	100%	
37-801-252 Fuel	2,620	0.00	592.39	592.39	2,532.51	87.49	97%	
37-801-350 Landfill Fees	19,300	823.41	1,608.00	3,309.80	18,476.59	0.00	100%	
37-801-352 Vehicle Maintenance	377	0.00	0.00	0.00	375.06	1.94	99%	
37-801-400 Liability Insurance	5,873	0.00	0.00	1,175.93	4,696.08	1,176.92	80%	
Sanitation Totals:	107,272	943.21	8,430.21	19,767.29	101,083.46	5,245.33	95%	
37-901-032 Transfer out to Capital Project Parking Lot	25,000	0.00	0.00	0.00	25,000.00	0.00	100%	
37-901-037 Transfer Out To GF Bank 30	0	0.00	0.00	0.00	(500.00)	500.00		
37-901-068 Transfer Match to Warrenton Animal Clinic Grant	2,500	0.00	0.00	0.00	0.00	2,500.00		
37-901-889 Transfer Out to USDA Loan Reserve	1,883	0.00	0.00	0.00	0.00	1,883.00		
Transfers Out Totals:	29,383	0.00	0.00	0.00	24,500.00	4,883.00	83%	
Expenses Totals:	1,321,049	11,661.58	88,641.69	208,944.48	1,184,283.61	125,103.36	91%	
37 GENERAL FUND Revenues Over/(Under) Expenses:			(44,588.30)	(93,594.18)	(75,124.40)			

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38 WATER / SEWER							
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
Revenues							
38-351-401 Water Sales	776,347	0.00	70,640.13	135,098.84	676,913.04	(99,433.96)	87%
38-351-402 Debt Setoff WATER	302	0.00	133.99	133.99	253.34	(48.66)	84%
38-351-404 Sewer Services	594,414	0.00	58,030.19	108,634.02	518,877.39	(75,536.61)	87%
38-351-407 Debt Setoff SEWER	501	0.00	57.57	57.57	267.71	(233.29)	53%
38-351-408 Town Taps	18,651	0.00	654.21	874.06	17,797.32	(853.68)	95%
38-351-416 Dis/Reconnection Fee	7,320	0.00	270.00	1,105.44	8,112.66	792.66	111%
38-351-417 Fire Sprinkler	2,253	0.00	178.14	356.28	1,996.68	(256.32)	89%
38-351-418 Late Fees/Penalty/Cut Off	12,741	0.00	2,671.45	2,671.45	3,487.83	(9,253.17)	27%
38-351-419 Returned Check Fee	430	0.00	50.00	50.00	300.00	(130.00)	70%
38-351-420 Debt Setoff Late Fees/Penalty/Cut Off	27	0.00	0.00	0.00	55.00	28.00	204%
38-365-001 Interest Income	26	0.00	0.00	5.80	35.45	9.45	136%
38-365-014 Cash Over and Short (Daily Difference)	0	0.00	0.00	0.00	3.66	3.66	
38-365-410 Interest/investment Income NCCMT	0	0.00	0.00	44.96	79.15	79.15	
38-365-421 Account Activation Fee	2,875	0.00	300.00	475.00	2,550.00	(325.00)	89%
38-365-851 Misc Revenue WATER	63	0.00	0.00	0.00	31.49	(31.51)	50%
Revenues Totals:	1,415,950	0.00	132,985.68	249,507.41	1,230,760.72	(185,189.28)	87%
Expenses							
38-851-010 Salary Full Time	97,849	0.00	7,530.82	18,055.51	86,682.63	11,166.37	89%
38-851-014 Salary - Part Time	18,194	0.00	1,226.72	3,047.05	15,944.20	2,249.80	88%
38-851-019 Salary Over-Time	5,121	0.00	75.02	236.97	3,573.77	1,547.23	70%
38-851-020 ER-FICA Taxes	9,373	0.00	651.62	1,572.32	7,835.70	1,537.30	84%
38-851-030 ER - Retirement Orbit	15,584	0.00	1,207.52	2,842.19	13,169.93	2,414.07	85%
38-851-040 ER - Health Insurance WATER	18,024	0.00	1,495.20	2,990.40	15,973.46	2,050.54	89%
38-851-050 ER - Life Insurance	440	0.00	35.60	71.20	404.14	35.86	92%
38-851-060 ER - Workman's Comp	1,071	0.00	0.00	0.00	1,070.01	0.99	100%

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38 WATER / SEWER								
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent	
38-851-200 Travel Expense	215	0.00	0.00	0.00	0.00	215.00		
38-851-203 Supplies	34,986	34.74	1,398.26	4,470.93	34,639.12	312.24	99%	
38-851-204 Uniforms	2,172	0.00	241.96	623.05	2,098.47	73.53	97%	
38-851-250 Light & Heat & Security	4,384	217.00	224.56	391.89	3,615.65	551.35	87%	
38-851-251 Telephone & Postage	8,357	689.88	876.54	1,591.69	7,465.47	201.65	98%	
38-851-252 Fuel	7,223	0.00	738.86	1,054.80	6,286.77	936.23	87%	
38-851-255 Bldg. Maint/Clean Svs	3,039	138.34	135.00	151.67	1,537.59	1,363.07	55%	
38-851-260 Electric Tank/Pumps	3,423	0.00	285.98	350.97	2,577.88	845.12	75%	
38-851-296 Continuing Education	625	0.00	54.50	54.50	204.50	420.50	33%	
38-851-301 Computer Maintenance	2,547	290.25	92.94	247.48	1,622.86	633.89	75%	
38-851-302 Software Support	10,492	12.38	33.33	33.33	10,461.97	17.65	100%	
38-851-305 Technology Upgrades	1,308	0.00	124.29	124.29	591.06	716.94	45%	
38-851-309 Advertising	265	0.00	0.00	0.00	264.35	0.65	100%	
38-851-310 Dues & Subscriptions	424	12.50	25.00	37.50	410.51	0.99	100%	
38-851-313 State Permits	1,250	0.00	0.00	0.00	1,051.59	198.41	84%	
38-851-345 Water Tank Contract	18,176	0.00	0.00	4,431.95	17,504.73	671.27	96%	
38-851-347 Lab Analysis	1,460	175.00	70.00	285.00	1,285.00	0.00	100%	
38-851-351 Maint. & Repair Equip	1,803	(184.17)	0.00	0.00	1,986.42	0.75	100%	
38-851-352 Vehicle Maintenance	4,247	608.70	614.33	614.33	3,637.89	0.41	100%	
38-851-400 Town Liability Insurance	7,160	0.00	0.00	1,291.94	4,347.96	2,812.04	61%	
38-851-405 Audit Expense	4,347	0.00	0.00	0.00	2,075.00	2,272.00	48%	
38-851-448 External Contract	24,907	0.00	0.00	1,292.75	23,611.37	1,295.13	95%	
38-851-451 Water Purchase	201,423	17,885.33	14,804.86	43,590.89	183,537.43	0.24	100%	
38-851-801 Town Hall Roof Loan - Principal	2,708	0.00	225.64	451.28	2,482.04	225.96	92%	
38-851-802 USDA Public Works Trucks - Princ Water	2,567	0.00	0.00	0.00	2,566.80	0.20	100%	
38-851-803 USDA Town Hall/WS Loan Principal	26,000	0.00	0.00	0.00	0.00	26,000.00		
38-851-831 Town Hall Roof Loan - Interest	130	0.00	10.49	20.98	115.39	14.51	89%	

Budget vs Actual

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Period Ending 5/31/2022

38 WATER / SEWER								
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent	
Water								
38-851-833 USDA Town Hall/WS Loan Interest	14,423	0.00	0.00	0.00	0.00	14,423.00		
38-851-836 USDA Public Works Trucks - Int Water	351	0.00	0.00	0.00	350.20	0.80	100%	
38-851-895 Grass Cutting Expense	16,000	0.00	1,125.00	2,250.00	12,375.00	3,625.00	77%	
38-851-896 WS 25% of GF Expense	43,678	0.00	0.00	4,116.02	39,730.29	3,947.71	91%	
Water Totals:	615,746	19,879.95	33,304.04	96,292.88	513,087.15	82,778.40	87%	
38-852-010 Salary - Full Time	96,406	0.00	7,530.82	18,055.51	86,606.58	9,799.42	90%	
38-852-014 Salary - Part Time	18,194	0.00	1,226.72	3,047.05	16,109.81	2,084.19	89%	
38-852-019 Salary - Over Time Sewer	6,477	0.00	363.96	451.11	5,815.66	661.34	90%	
38-852-020 ER - FICA Sewer	9,373	0.00	695.06	1,642.02	8,269.93	1,103.07	88%	
38-852-030 ER-Retirement Orbit	16,970	0.00	1,254.10	2,872.16	13,491.11	3,478.89	79%	
38-852-040 ER-Health Insurance SEWER	18,025	0.00	1,496.08	2,992.16	15,983.88	2,041.12	89%	
38-852-050 ER-Life Insurance	449	0.00	36.24	72.48	411.82	37.18	92%	
38-852-060 ER-Workman's Comp	1,191	0.00	0.00	0.00	1,070.00	121.04	90%	
38-852-098 American Resecu Plan Reimbursement	(927)	0.00	0.00	0.00	0.00	(927.33)		
38-852-200 Travel Expense	202	0.00	0.00	0.00	0.00	202.00		
38-852-203 Supplies	27,879	34.76	1,426.13	18,794.28	27,647.64	196.93	99%	
38-852-204 Uniforms	2,172	0.00	241.94	622.99	2,098.20	73.80	97%	
38-852-250 Light & Heat & Security	5,981	217.00	224.54	391.84	3,615.49	2,148.51	64%	
38-852-251 Telephone & Postage	8,300	689.95	820.97	1,536.10	7,409.31	200.74	98%	
38-852-252 Fuel	7,380	0.00	738.85	1,054.79	6,464.71	915.29	88%	
38-852-255 Bldg. Maint/Clean Svs	3,039	138.34	135.00	151.67	1,537.61	1,363.05	55%	
38-852-260 Electric Tank/Pumps	14,000	0.00	698.92	2,757.77	9,490.66	4,509.34	68%	
38-852-296 Continuing Education	354	0.00	54.50	54.50	204.50	149.50	58%	
38-852-301 Computer Maint.	2,337	290.25	0.00	154.54	1,529.92	516.83	78%	
38-852-302 Software Support	10,492	12.37	33.33	33.33	10,461.94	17.69	100%	

Budget vs Actual

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38 WATER / SEWER								
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent	
38-852-305 Technology Upgrades	653	0.00	124.28	124.28	591.02	61.98	91%	
38-852-309 Advertising	683	0.00	0.00	0.00	682.83	0.17	100%	
38-852-310 Dues & Subscriptions	423	12.50	25.00	37.50	410.50	0.00	100%	
38-852-313 State Permits	1,460	0.00	1,310.00	1,310.00	1,460.00	0.00	100%	
38-852-351 Maint & Repair Equip	1,803	(184.17)	0.00	0.00	1,986.40	0.77	100%	
38-852-352 Vehicle Maintenance	4,177	608.70	614.32	614.32	3,567.83	0.47	100%	
38-852-400 Liability Insurance	6,436	0.00	0.00	1,365.22	4,494.53	1,941.47	70%	
38-852-405 Audit Expense	4,347	0.00	0.00	0.00	2,075.00	2,272.00	48%	
38-852-435 Purchase of Sewer Services	334,513	0.00	0.00	45,362.68	223,369.30	111,143.70	67%	
38-852-448 External Contract	33,530	0.00	2,132.50	3,425.25	33,529.35	0.15	100%	
38-852-473 WWTP Rehab Annual Payment	25,357	0.00	24,142.34	24,142.34	24,142.34	1,214.66	95%	
38-852-801 Town Hall Roof Loan - Principal	2,708	0.00	225.64	451.28	2,482.10	225.90	92%	
38-852-802 USDA Public Works Trucks - Princ Sewer	2,567	0.00	0.00	0.00	2,566.80	0.20	100%	
38-852-803 USDA Town Hall/WS Loan Principal	26,000	0.00	0.00	0.00	0.00	26,000.00		
38-852-804 NCDEQ Unity, Bute & Battle Sewer Rehab Princ Only	14,977	0.00	0.00	14,392.90	14,392.90	584.10	96%	
38-852-809 John Riggans Easement Pmt	1,000	0.00	0.00	0.00	1,000.00	0.00	100%	
38-852-810 BB&T Battle Avenue Sewer Loan - Principal	6,709	0.00	0.00	6,708.04	6,708.04	0.96	100%	
38-852-811 NCDEQ Sewer Rehab Annual Loan- Principal	13,750	0.00	0.00	13,750.00	13,750.00	0.00	100%	
38-852-830 BB&T Battle Ave Sewer Loan - Int	267	0.00	0.00	266.28	266.28	0.72	100%	
38-852-831 Town Hall Roof Loan - Interest Sewer	130	0.00	10.49	20.98	115.45	14.51	89%	
38-852-833 USDA Town Hall/WS Loan Interest	14,423	0.00	0.00	0.00	0.00	14,423.00		
38-852-836 USDA Public Works Trucks - Int Sewer	351	0.00	0.00	0.00	350.20	0.80	100%	

Budget vs Actual

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38 WATER / SEWER								
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent	
38-852-837 NCDEQ Sewer Rehab Annual Loan- Interest	3,300	0.00	0.00	1,650.00	3,300.00	0.00	100%	
38-852-896 WS 25% of GF Expense	43,678	0.00	0.00	4,116.02	39,730.29	3,947.71	91%	
Sewer Expenses Totals:	791,536	1,819.70	45,561.73	172,421.39	599,189.93	190,525.87	76%	
38-901-889 Transfer Out to USDA Loan Reserve	8,669	0.00	0.00	0.00	0.00	8,669.00		
Transfers Out Totals:	8,669	0.00	0.00	0.00	0.00	8,669.00		
Expenses Totals:	1,415,950	21,699.65	78,865.77	268,714.27	1,112,277.08	281,973.27	80%	
38 WATER / SEWER Revenues Over/(Under) Expenses:			54,119.91	(19,206.86)	118,483.64			

Budget vs Actual

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Period Ending 5/31/2022

39 WWTP							
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
Revenues							
39-351-405 Septic Disposal Service	18,828	0.00	1,335.00	3,705.00	46,045.00	27,217.00	245%
39-351-470 Town Sewer Revenues	334,513	0.00	0.00	45,362.68	223,369.30	(111,143.70)	67%
39-351-471 Sewer Revenues - County	190,349	0.00	0.00	25,812.83	127,104.35	(63,244.65)	67%
39-351-472 Sewer Rev Norlina	194,521	0.00	0.00	26,378.64	129,890.45	(64,630.55)	67%
39-365-001 Interest Income	0	0.00	0.00	0.80	3.13	3.13	
39-365-861 Misc Revenue WWTP	1,000	0.00	0.00	0.00	4.50	(995.50)	0%
Revenues Totals:	739,211	0.00	1,335.00	101,259.95	526,416.73	(212,794.27)	71%
Expenses							
39-861-010 Salary - Full Time	168,825	0.00	13,060.53	31,304.07	150,965.42	17,859.58	89%
39-861-014 Salary - Part Time	13,673	0.00	716.96	1,636.42	14,333.84	(660.84)	105%
39-861-019 Over-Time	14,064	0.00	593.71	1,817.90	9,755.62	4,308.38	69%
39-861-020 ER-FICA Taxes	15,037	0.00	902.51	2,203.79	11,118.55	3,918.45	74%
39-861-030 ER - Retirement Orbit	33,686	0.00	2,173.85	5,060.62	24,794.77	8,891.23	74%
39-861-040 ER- Health Insurance	27,820	68.94	2,357.46	4,714.92	25,025.29	2,725.77	90%
39-861-050 ER-Life Insurance	634	37.28	50.24	100.48	546.40	50.32	92%
39-861-060 ER-Workman's Comp	2,324	0.00	0.00	0.00	2,081.21	242.79	90%
39-861-200 Travel Expense	500	0.00	0.00	0.00	0.00	500.00	
39-861-203 Supplies	55,289	0.00	2,512.51	11,855.30	54,796.61	492.39	99%
39-861-204 Uniforms	3,120	0.00	317.41	845.51	2,804.48	315.52	90%
39-861-250 Light, Heat & Security	95,000	0.00	3,554.28	19,377.82	85,311.22	9,688.78	90%
39-861-251 Telephone & Postage	8,286	282.87	906.47	1,655.88	7,748.86	254.27	97%
39-861-252 Fuel	9,000	0.00	490.71	895.23	6,288.35	2,711.65	70%
39-861-296 Continuing Education	2,291	0.00	255.00	255.00	2,291.00	0.00	100%
39-861-301 Computer Maint.	4,369	1,389.25	116.10	370.37	2,979.17	0.58	100%
39-861-302 Software Support	3,670	24.75	33.33	33.33	3,214.85	430.40	88%
39-861-305 Technology Upgrades	1,389	0.00	124.29	124.29	591.03	797.97	43%
39-861-309 Advertising	1,000	0.00	0.00	0.00	833.91	166.09	83%

Budget vs Actual

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39 WWTP								
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent	
39-861-310 Dues & Subscriptions	132	0.00	0.00	0.00	131.33	0.67	99%	
39-861-318 Freight Charges	2,152	0.00	144.00	324.00	1,920.99	231.01	89%	
39-861-342 Maint & Repair Plant	66,867	0.00	0.00	1,653.31	49,928.37	16,938.63	75%	
39-861-344 Sludge Removal	60,000	0.00	8,147.50	15,795.00	53,175.00	6,825.00	89%	
39-861-345 Beaver Control	750	0.00	0.00	0.00	0.00	750.00		
39-861-346 Lab Material & Supplies	10,062	0.00	1,496.92	2,339.39	10,061.63	0.37	100%	
39-861-347 Lab Analysis	18,466	0.00	2,467.00	5,251.00	16,793.45	1,672.55	91%	
39-861-348 Tar - Pamlico Dues	3,000	0.00	0.00	0.00	0.00	3,000.00		
39-861-349 OSHAComp/Safety M&S	1,000	0.00	662.50	752.50	926.50	73.50	93%	
39-861-352 Vehicle Maintenance	4,250	472.11	409.55	409.55	2,170.12	1,607.77	62%	
39-861-400 Liability Insurance	20,000	0.00	0.00	3,610.55	12,396.35	7,603.65	62%	
39-861-405 Audit Expense	8,694	0.00	0.00	0.00	4,150.00	4,544.00	48%	
39-861-441 Certify Lab Services	1,000	0.00	0.00	0.00	792.40	207.60	79%	
39-861-444 Permits & Fees	9,232	0.00	750.00	1,500.00	8,481.66	750.34	92%	
39-861-446 Influent Debris Removal	5,664	0.00	25.99	536.74	4,715.46	948.54	83%	
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	44,247	0.00	0.00	4,164.19	36,967.31	7,279.69	84%	
39-861-998 Contingency	111	0.00	0.00	0.00	0.00	111.00		
WWTP - Expenses Totals:	739,211	2,275.20	42,268.82	142,193.76	631,697.75	105,238.05	86%	
Expenses Totals:	739,211	2,275.20	42,268.82	142,193.76	631,697.75	105,238.05	86%	
39 WWTP Revenues Over/(Under) Expenses:			(40,933.82)	(40,933.81)	(105,281.02)			

Check Listing

Date From: 5/1/2022 Date To: 5/31/2022

Vendor Range: 1 800 FLAGPOLE.COM - YVONNE D MATTHEWS

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Check Number	Bank	Vendor	Date	Amount
64780	30	AMAZON CAPTIAL SERVICES, INC.	05/02/2022	<u>\$41.59</u>
64781	30	GRANVILLE FARMS, INC.	05/02/2022	<u>\$7,647.50</u>
64782	30	KING'S FITNESS & NUTRITION CENTER	05/02/2022	<u>\$375.00</u>
64783	30	LORD & COMPANY, INC	05/02/2022	<u>\$1,764.91</u>
64784	30	SONITROL INTEGRATED SECURITY	05/02/2022	<u>\$316.20</u>
64785	30	WatchGuard Video	05/02/2022	<u>\$44.19</u>
64786	30	WPCSOCC	05/02/2022	<u>\$85.00</u>
64787	30	WPCSOCC	05/02/2022	<u>\$85.00</u>
64788	30	WPCSOCC	05/02/2022	<u>\$85.00</u>
64789	30	WRIGHT EXPRESS FSC	05/02/2022	<u>\$2,309.37</u>
64790	30	AMAZON CAPTIAL SERVICES, INC.	05/03/2022	<u>\$664.25</u>
64791	30	CAROLINA DIGITAL PHONE INC	05/03/2022	<u>\$316.00</u>
64792	30	HACH COMPANY	05/03/2022	<u>\$611.12</u>
64793	30	PETE SMITH TIRE & QUICK LUBE, INC	05/03/2022	<u>\$1,732.77</u>
64794	30	Spectrum Business	05/03/2022	<u>\$129.98</u>
64795	30	UNITED PARCEL SERVICE	05/03/2022	<u>\$36.00</u>
64796	30	USA Bluebook	05/03/2022	<u>\$165.23</u>
64797	30	WILSON'S WATER SERVICES	05/03/2022	<u>\$750.00</u>
64798	30	WRIGHT EXPRESS FSC	05/03/2022	<u>\$2,089.87</u>
64799	30	BLUE RIDGE SPRINGS, INC	05/05/2022	<u>\$85.20</u>
64800	30	CARDNO USA, INC.	05/05/2022	<u>\$4,606.53</u>
64801	30	Cash	05/05/2022	<u>\$100.00</u>
64802	30	UNIFIRST CORPORATION	05/05/2022	<u>\$318.49</u>
64803	30	WARREN AUTO PARTS, INC.	05/05/2022	<u>\$12.29</u>
64804	30	WARREN COUNTY PUBLIC UTILITIES	05/05/2022	<u>\$24,142.34</u>
64805	30	UNUM LIFE INSURANCE COMPANY OF AMERICA	05/06/2022	<u>\$470.64</u>
64806	30	BLUE RIDGE SPRINGS, INC	05/09/2022	<u>\$41.70</u>
64807	30	Community Eye Care	05/09/2022	<u>\$92.84</u>
64808	30	DUKE ENERGY PROGRESS	05/09/2022	<u>\$168.76</u>
64809	30	DUKE ENERGY PROGRESS	05/09/2022	<u>\$1,769.87</u>
64810	30	GRANVILLE FARMS, INC.	05/09/2022	<u>\$500.00</u>
64811	30	Lee Roy West Plumbing & Heating	05/09/2022	<u>\$4.79</u>

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Check Number	Bank	Vendor	Date	Amount
64812	30	MERITECH INC	05/09/2022	<u>\$2,537.00</u>
64813	30	Purchase Power (Pitney Bowes)	05/09/2022	<u>\$150.00</u>
64814	30	WALKER AUTO STORES	05/09/2022	<u>\$8.00</u>
64815	30	COUNTRYBOY'S EXCAVATING	05/12/2022	<u>\$300.00</u>
64816	30	DOCUMENT SYSTEMS, INC	05/12/2022	<u>\$444.25</u>
64817	30	DUKE ENERGY PROGRESS	05/12/2022	<u>\$1,413.49</u>
64818	30	GFL ENVIRONMENTAL	05/12/2022	<u>\$25.99</u>
64819	30	GRANVILLE FARMS, INC.	05/12/2022	<u>\$7,647.50</u>
64820	30	Joe Burchett	05/12/2022	<u>\$53.34</u>
64821	30	NC DEPT. OF ENVIRONMENTAL QUALITY	05/12/2022	<u>\$1,310.00</u>
64822	30	NORTH CAROLINA 811, INC	05/12/2022	<u>\$25.00</u>
64823	30	PROFESSIONAL MAIL SERVICES, INC	05/12/2022	<u>\$694.69</u>
64824	30	PROFESSIONAL MAIL SERVICES, INC	05/12/2022	<u>\$245.82</u>
64825	30	UNITED PARCEL SERVICE	05/12/2022	<u>\$36.00</u>
64826	30	US CELLULAR	05/12/2022	<u>\$1,791.27</u>
64827	30	USA Bluebook	05/12/2022	<u>\$924.44</u>
64828	30	WALKER AUTO STORES	05/12/2022	<u>\$7.46</u>
64829	30	WARREN AUTO PARTS, INC.	05/12/2022	<u>\$30.46</u>
64830	30	NORTH CAROLINA 811, INC	05/16/2022	<u>\$25.00</u>
64831	30	CENTURY LINK COMMUNICATIONS	05/17/2022	<u>\$287.22</u>
64832	30	Company Wrench	05/17/2022	<u>\$121.90</u>
64833	30	DOCUMENT SYSTEMS, INC	05/17/2022	<u>\$351.21</u>
64834	30	DRAWINGBOARD PRINTING	05/17/2022	<u>\$175.28</u>
64835	30	HARRIS ENTERPRISES	05/17/2022	<u>\$1,857.46</u>
64836	30	TIME WARNER CABLE	05/17/2022	<u>\$177.97</u>
64837	30	TRI-COUNTY POWER EQUIPMENT INC	05/17/2022	<u>\$860.74</u>
64838	30	UNITED PARCEL SERVICE	05/17/2022	<u>\$36.00</u>
64839	30	WALKER AUTO STORES	05/17/2022	<u>\$6.38</u>
64840	30	WARREN AUTO PARTS, INC.	05/17/2022	<u>\$263.25</u>
64841	30	WARREN COUNTY PUBLIC WORKS	05/17/2022	<u>\$1,608.00</u>
64842	30	WOMACK PUBLISHING CO. INC.	05/17/2022	<u>\$239.25</u>
64843	30	FIRST CITIZENS BANK	05/18/2022	<u>\$2,185.92</u>

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Date From: 5/1/2022 Date To: 5/31/2022
Vendor Range: 1 800 FLAGPOLE.COM - YVONNE D MATTHEWS

Town of Warrenton
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Check Number	Bank	Vendor	Date	Amount
64844	30	Cross Creek Outdoor Supplies	05/19/2022	<u>\$907.38</u>
64845	30	DUKE ENERGY PROGRESS	05/19/2022	<u>\$104.29</u>
64846	30	KORITA STEVERSON	05/19/2022	<u>\$1,250.00</u>
64847	30	TIME WARNER CABLE	05/19/2022	<u>\$97.97</u>
64848	30	TRI-COUNTY POWER EQUIPMENT INC	05/19/2022	<u>\$1,992.38</u>
64849	30	United Healthcare	05/19/2022	<u>\$14,326.39</u>
64850	30	A FULL CLEANING SERVICES LLC	05/24/2022	<u>\$810.00</u>
64851	30	DANETTA McKNIGHT	05/24/2022	<u>\$17.84</u>
64852	30	EDNA M. SCOTT	05/24/2022	<u>\$25.44</u>
64853	30	EILEEN M McKINLEY	05/24/2022	<u>\$150.00</u>
64854	30	H.B. Poythress & Assoc.LLC	05/24/2022	<u>\$550.00</u>
64855	30	HOLLY RODWELL	05/24/2022	<u>\$150.00</u>
64856	30	HUMANA SPECIALTY BENEFITS	05/24/2022	<u>\$29.38</u>
64857	30	PROFESSIONAL MAIL SERVICES, INC	05/24/2022	<u>\$147.86</u>
64858	30	REGINA HOWARD	05/24/2022	<u>\$62.16</u>
64859	30	SHILON JENNINGS	05/24/2022	<u>\$95.55</u>
64860	30	A FULL CLEANING SERVICES LLC	05/26/2022	<u>\$810.00</u>
64861	30	DUKE ENERGY PROGRESS	05/26/2022	<u>\$3,742.82</u>
64862	30	INFORMATION TECHNOLOGY SERVICE	05/26/2022	<u>\$175.38</u>
64863	30	INVOICE CLOUD, INC.	05/26/2022	<u>\$109.00</u>
64864	30	Joe Barr	05/26/2022	<u>\$109.00</u>
64865	30	KING'S FITNESS & NUTRITION CENTER	05/26/2022	<u>\$330.00</u>
64866	30	KONECRANES INC	05/26/2022	<u>\$960.75</u>
64867	30	KPH PAVING & LANDSCAPING, INC.	05/26/2022	<u>\$796.00</u>
64868	30	MUNICIPAL INSURANCE TRUST	05/26/2022	<u>\$768.79</u>
64869	30	PETE SMITH TIRE & QUICK LUBE, INC VOIDED	05/26/2022	<u>\$4,050.32</u>
64870	30	PROFESSIONAL MAIL SERVICES, INC	05/26/2022	<u>\$403.15</u>
64871	30	PRUDENTIAL RETIREMENT	05/26/2022	<u>\$1,159.23</u>
64872	30	QUILL CORPORATION	05/26/2022	<u>\$283.88</u>
64873	30	TAR HEEL TIRE SALES/SERVICE	05/26/2022	<u>\$167.57</u>
64874	30	UNITED PARCEL SERVICE	05/26/2022	<u>\$36.00</u>
64875	30	VERIZON WIRELESS	05/26/2022	<u>\$352.09</u>

Check Listing

Date From: 5/1/2022 Date To: 5/31/2022
Vendor Range: 1 800 FLAGPOLE.COM - YVONNE D MATTHEWS

Town of Warrenton
06/01/2022 04:11 PM

Page: 4 of 4

Check Number	Bank	Vendor	Date	Amount
64876	30	WARREN AUTO PARTS, INC.	05/26/2022	<u>\$189.99</u>
64877	30	ALANNA FLYNNE MEARES	05/27/2022	<u>\$1,000.00</u>
64878	30	DUKE ENERGY PROGRESS	05/27/2022	<u>\$110.41</u>
64879	30	FLEMING INVESTMENT COMPANY	05/27/2022	<u>\$3,000.00</u>
64880	30	FRONTIER NATURAL GAS	05/27/2022	<u>\$19.05</u>
64881	30	FRONTIER NATURAL GAS	05/27/2022	<u>\$79.73</u>
64882	30	WARREN COUNTY PUBLIC UTILITIES	05/27/2022	<u>\$14,804.86</u>
64883	30	WRIGHT EXPRESS FSC	05/27/2022	<u>\$2,185.96</u>
64884	30	CARDNO USA, INC.	05/27/2022	<u>\$2,400.00</u>
105	Checks Totaling -			\$136,163.34

Totals By Fund

	Checks	Voids	Total
34	\$5,211.45		\$5,211.45
36	\$1,208.46	\$170.46	\$1,038.00
37	\$27,275.34	\$870.72	\$26,404.62
38	\$57,773.59	\$1,878.57	\$55,895.02
39	\$37,672.98	\$1,130.57	\$36,542.41
70	\$14.99		\$14.99
71	\$7,006.53		\$7,006.53
Totals:	\$136,163.34	\$4,050.32	\$132,113.02

Memo

To: Town Commissioners
From: Bill Perkinson
CC: Mayor, Town Administrator
Date: June 2, 2022
Re: May 2022 Monthly Activity Report for Public Works

Water and Sewer

- **Water and Sewer System Needs – Unfunded:** (1) West Ridgeway St. sewer main (general location is in area between Ridgeway Street and Fairlane Drive) – Determine exact location of sewer main and right of way. (2) Install magnetic flow meter in 14-inch sewer force main where Town of Norlina's and Warren County's Sewer enters Town of Warrenton's sewer system (meter would give us precise measurement of volume of sewer in route to the wastewater treatment plant from our partners thus helping to ensure accurate portioning of monthly wastewater treatment expense between the three partners). (3) Purchase water and sewer line camera/locating equipment. (4) Purchase water main valve exercising equipment.
- **Completed Water and Sewer System Maintenance/Repair Related Information:** (1) Locate Services – Located sewer line at 132 S. Main Street – Contractor: Country Boys Excavating (Labor - \$300.00). (2) Repair – Riggans Sewer Lift Station – Installed new sewer pump. – Contractor: Harris Enterprises (Labor - \$1,470.00, Pump and Supplies – Provided by Town). (3) Repair – Riggans Sewer Lift Station – Repaired vacuum leak. – Contractor: Harris Enterprises (Labor - \$350.00). (4) Preventative Maintenance – Riggans Sewer Lift Station – Inspection of Overhead Crane (Required annually for OSHA compliance) – Contractor: Konecranes (Labor - \$212.50).

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) - \$2132.50

- **Water and Sewer Adjustment Request:** For consideration at the June 13, 2022 meeting of the Board of Commissioners. **Speedway LLC** – 301 E. Macon St., Account #003-0000520-1. (Billing Period March 15, 2022 thru April 15, 2022) Leak occurred underground between meter

box and store. Normal usage 110,000. Request is for sewer adjustment of 114,000 gallons at \$10.00/1000. Total \$1,140.00. Adjustment recommended by staff.

Streets and Sanitation

- **Current Tasks:** Tree pruning. Street curb and gutter cleaning. Signs repair/replacement. Loose leaves/debris pick-up. Grass Cutting.

Memo

To: Town Commissioners
From: Bill Perkinson
CC: Mayor, Town Administrator, Warren County Director of Public Works, Norlina Director of Public Works
Date: June 2, 2022
Re: May 2022 Monthly Activity Report for WWTP

- **Pending Equipment Repairs: (1)** Effluent filter controls – Safety issue - Replace cylinders and control mechanism for valves located in pit area of filter building. **(2)** Sand blast and refinish site metal structures. **(Estimated Cost – Refinishing remaining structures - \$58,000)**
- **Completed Plant Maintenance/Repair Related Information:** No details to report.

Total cost for Repairs (Account No. 39-861-342) - \$0.00

- **Plant Discharge Quality:** Our discharge quality remained good throughout the entire month; 13.67 million gallons were treated.

Activity Detail Summary (by Category)

Warrenton Police Department

(05/01/2022 - 05/31/2022)

Incident Investigations

13A - Aggravated Assault	1
13B - Simple Assault	1
13C - Intimidation	1
200 - Arson	1
220 - Burglary/Breaking & Entering	1
23D - Theft From Building	2
23H - All Other Larceny	2
240 - Motor Vehicle Theft	1
26A - False Pretenses/Swindle/Confidence Game	4
290 - Destruction/Damage/Vandalism of Property	1
35A - Drug/Narcotic Violations	2
90D - Driving Under the Influence	1
90J - Trespass of Real Property	2
90Z - All Other Offenses	8
Total Offenses	28
Total Incidents	13

Arrests

11D - Fondling	1
13A - Aggravated Assault	1
13B - Simple Assault	1
13C - Intimidation	1
200 - Arson	1
35A - Drug/Narcotic Violations	2
90D - Driving Under the Influence	1
90OJ - Warrant/Summons Other Jurisdiction	1
90Z - All Other Offenses	3
Total Charges	12
Total Arrests	4

Activity Detail Summary (by Category)

Warrenton Police Department

(05/01/2022 - 05/31/2022)

Accidents

Total Accidents	1
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Citations

Failure To Reduce Speed	1
-------------------------	---

No Insurance	1
--------------	---

No Operator License	2
---------------------	---

Other (Infraction)	1
--------------------	---

Unsafe Movement	1
-----------------	---

Secondary Charge	2
------------------	---

Total Charges	8
---------------	---

Total Citations	6
-----------------	---

Warning Tickets

Total Charges	0
---------------	---

Total Warning Tickets	0
-----------------------	---

Ordinance Tickets

No Parking Zone Violation	1
---------------------------	---

Total Ordinance Tickets	1
-------------------------	---

Criminal Papers

Total Criminal Papers Served	0
------------------------------	---

Total Criminal Papers	0
-----------------------	---

Civil Papers

Total Civil Papers Served	0
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Total Civil Papers	0
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Activity Detail Summary (by Category)

Warrenton Police Department

(05/01/2022 - 05/31/2022)

Activity Log Event Summary (Cumulative Totals)

Warrenton Police Department

(05/01/2022 - 05/31/2022)

911 Hang-up	1	Abandoned Vehicle	1
Accident	4	Alarm Activation	10
Animal Complaint	1	Arson-Burning Personal Property	1
Assist Highway Patrol	2	Assist NPD	1
Assist Other Department	3	Assist WC EMS	3
Assist WCSO	12	B & E	3
Careless and Reckless Driving	2	Civil Dispute	1
Communicating Threats	1	Complaint	1
Disabled Vehicle	5	Dispute	2
Disturbance	4	Domestic	3
Downed Tree / Power Line	1	Escort	2
Follow up Investigation	1	Foot Patrol	2
Fraud	1	Funeral Escort	2
Information by Phone	4	Investigation and/or Interview	2
Larceny	2	Lost property	1
Missing Person – Attempt to Locate	2	Non Law Enforcement Issue	4
Ordinance Violation	1	Other	1
Parking Violation	3	Patrol	2
Property Check – Business	59	Property Check – Residential	1
Shots fired	1	Stolen Vehicle	1
Suspicious Person / Vehicle	2	Talk with Officer	9
Traffic Stop	29	Training	2
Trespassing	4	Vandalism	2
Vehicle Lockout	1	Welfare Check	3

Total Number Of Events: 206



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 May 2022 – Action Items Checklist

1. Execute annexation resolution, file copy of resolution with Register of Deeds, update Ordinance Book as addition to Table 1. (cont.)
 - ✓ Done for Hayley Haywood property. Mayor reviewing other annexed properties.
2. Investigate resources for painting the fire hydrants
 - ✓ Bill Perkinson... working with Southern Corrosion to identify contractor. Anticipated cost \$8000 to \$12,000.
3. Notify Play'D Out of outcome of Special Use permit application
4. Refund \$300 to Craig and Donna Hahn
 - ✓ Check returned via registered mail. Emailed notification prior.
5. Address tilted mirror at Brehon and Ridgeway Streets
 - ✓ Done
6. Execute grant project ordinances
 - ✓ Done
7. Upload budget to website
 - ✓ Done
8. Enter into Agreement with Joyce for audit



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

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STATUS OF GRANTS

(Fund 53) NC Commerce Main Street Downtown Redevelopment -- \$500,000 to redevelop 107 N. Main Street.

- Received bids for Phase 2. Received some lower bids for electrical, concrete and plumbing. Phase 2 plans may be revised and rebid, else project could continue as Phase 1 cost estimates are similar to prior estimates.
- Town placed building under its insurance policy.
- Project received extension to June 30, 2022.

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

- Town \$1,600,000 with 100% grant and Town to pay 1.5% processing fee. Town borrowing additional \$500,000 to pay for cost increases in marketplace.
- Grit classifier is now in operation after installing controls. Electrical work and transformer along with four motor starters for new mixers remain action items.

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

- NC Commerce and Main Street extended the grant deadline to December 31, 2021. New owners have applied for transfer of grant funding from Commerce. Commerce has approved transfer of grant.
- Application for reimbursement from Commerce is underway.

(Fund 67) NC Neighborhood Revitalization Program

- CDGB funds to assist in repairing houses owned by citizens of low or moderate incomes.
- Preliminary title work completed (legal).
- NC Commerce is considering additional funding due to construction cost increases.

(Fund 68) Building Reuse Grant

- Town awarded \$50,000 from NC Commerce for Warrenton Veterinary Clinic.
- Grant deadline extended to December 12, 2022.

- Reimbursement from NC Commerce has been received and paid out to Warrenton Veterinary Clinic
- Job reporting to Commerce and closeout documentation is underway.

(Fund 69) Volkswagen Settlement Grant

- Town awarded \$218,000 for new garbage and dump trucks.
- Utility/dump truck delayed again by Ford Motor Company after scheduling to be built in April, after a delay from February. Upon completion of manufacturing, 8 additional weeks needed for addition of lights, signage on truck. Will have to make up some funding from budget because of price increases since grant was awarded.

(Fund 71) Brownfield Grant

- This grant will analyze the environmental issues with multiple properties in Warrenton.
- The Town has been officially been awarded a grant of \$300,000.
- Two other sites have been identified for Phase 1 studies.

(No Fund) NC IDEA – Ice House Grant

- Town awarded and received \$5,000 from NC IDEA to pay for teachers for two more Ice House classes.
- Grant reporting to NC IDEA is underway.

Grants submitted since April BOC meeting:

- NC Rural Transformation Grant \$500,000 (Parking, Parks, Eaves)
- NCDEQ SLRF Grant **\$19,187,222**
 - Water System Improvements: \$4,272,783
 - Sewer System Rehabilitation: \$4,096,663
 - WWTP Improvements: \$10,817,776
- USDA Community Facilities \$150,000 (trucks)

Resolution No: _____

BE IT RESOLVED

That the **Town of Warrenton** Town Council accepts the conditions set forth in a Letter of Conditions dated **June 13, 2022**, Loan Resolution (Public Body) and Security Agreement:

That the Mayor and Town Clerk be authorized to execute all forms necessary to obtain a loan and grant from Rural Development, including, but not limited to the following forms:

- | | |
|---------------------|--|
| Form RD 1942-46 | Letter of Intent to Meet Conditions |
| Form RD 1942-47 | Loan Resolution (Public Body) |
| Form RD 442-7 | Operating Budget |
| Form RD 1940-1 | Request for Obligation of Funds |
| Form RD 400-1 | Equal Opportunity Agreement |
| Form RD 400-4 | Assurance Agreement |
| Form RD 1910-11 | Applicant Certification Federal Collection Policies for Consumer or Commercial Debts |
| 1940-Q, Exhibit A-1 | Certification for Contracts, Grants and Loans (Lobbying Certification) |
| Form RD 3570-3 | Community Facilities Grant Agreement |
| Unnumbered Form | Certificate of Compliance |

That if the interest rate charged by Rural Development should change between this date and the date of actual approval, the Mayor and Town Clerk be authorized to execute new forms reflecting the current interest rate and revised payments as required by Rural Development.

That the Town Council elects to have the interest charged by Rural Development to be the lower of the rate in effect at either the time of loan approval or loan closing.

This resolution is to become a part of the official minutes of the Town Council meeting held on June 13, 2022.

MOTION MADE BY: _____
SECONDED BY : _____
TO ADOPT THE RESOLUTION.

MOTION PASSED _____ to _____.

By: _____
Walter M. Gardner, Jr., Mayor

Attest: _____
Robert F. Davie, Jr., Town Clerk



June 13, 2022

Honorable Walter M. Gardner, Jr., Mayor
Town of Warrenton
P.O. Box 281
113 S Bragg Street
Warrenton, NC 27589

Subject: Letter of Conditions for a Community Facilities Program Loan/Grant to
Purchase Three (3) Public Works Vehicles

Dear Mayor Gardner:

This letter, with attachments, establishes conditions that must be understood and agreed to by the applicant before further consideration may be given to the application for Federal Assistance. The State and Area Office staff of USDA Rural Development (RD) will administer the loan and/or grant funds for this project on behalf of the Rural Housing Service. All parties may access information and regulations referenced in this letter at our website located at: <https://www.rd.usda.gov/programs-services/community-facilities>. Any changes in project cost, source of funds, scope of services, or any other significant change (this includes significant changes in the Borrower's financial condition, operation, organizational structure or executive leadership) in the project or applicant must be reported to and approved by USDA Rural Development by written amendment to this letter. **Any changes not approved by USDA Rural Development will be cause for discontinuing processing of the application.** If you do not meet the conditions of this letter, the Agency reserves the right to withdraw Agency funding. This letter is not to be considered as loan/grant approval or as representation to the availability of funds. The application can be processed on the basis of a USDA Rural Development loan not to exceed \$69,500.00 and grant not to exceed \$84,900.00 along with applicant contributions in the amount of \$88.00. Funds for this project are provided by the Rural Housing Service (RHS).

Please complete and return the attached Form RD 1942-46, "Letter of Intent to Meet Conditions," and Form RD 1940-1, "Request for Obligation of Funds," within the next ten (10) days, if you desire that we give further consideration to your application. The execution of these and all other documents required by USDA Rural Development must be authorized by appropriate resolutions of the applicant's governing body.

The loan/grant will be considered approved on the date Form RD 1940-1, "Request for Obligation of Funds," is mailed by USDA Rural Development. This is also the date that the interest rate is established. If the interest rate is lower at the time of loan closing, you must make a request in writing to receive the lower rate in effect.

Rural Development • North Carolina • Henderson Area Office
853 S. Beckford Drive, Suite A • Henderson, NC 27536
Voice (252) 438-3134 Ext. 4 • Fax (844) 325-6826 • TTY 711

USDA is an equal opportunity provider, employer, and lender.

The loan will be repayable over a period not to exceed 7 years from the date of loan closing at the market interest rate. The first interest installment will be due no later than one full year from the date of loan closing. The loan repayment will be made in amortized annual installments.

Project Budget—Based on Standard Form 424, “Application for Federal Assistance,” the project cost and funding will be as follows:

a.	<u>Project Cost</u>	<u>Total</u>
	Public Works Vehicles	\$148,413.00
	Legal Services	\$2,500.00
	Title, tax, tags & DMV fee	\$3,507.00
	UCC Filing Fee	\$38.00
	Dealer Support Services Fee	<u>\$30.00</u>
	TOTAL:	\$154,488.00
b.	<u>Source of Funds</u>	
	USDA Loan	\$69,500.00
	USDA Grant	\$84,900.00
	Applicant Contribution	<u>\$88.00</u>
	TOTAL:	\$154,488.00

Any changes in funding sources following obligation of Agency funds must be reported to the processing official. Project feasibility and funding will be reassessed if there is a significant change in project costs after bids are received. If actual project costs exceed the project cost estimates, an additional contribution by the borrower may be necessary.

The applicant will ensure projects are completed in a timely, efficient, and economical manner. Section I of the attached conditions must be satisfied prior to loan closing not later than one (1) year from the date of this letter. **In the event the project has not advanced to the point of closing within one (1) year, USDA Rural Development reserves the right to discontinue the processing of the application.**

If you have any questions, feel free to contact me in the Winton Office at (252) 358-7924 or by email at monica.thornton@usda.gov.

Sincerely,

Monica Thornton
Area Specialist

ATTACHMENT TO LETTER OF CONDITIONS

SECTION I. CONDITIONS TO BE SATISFIED PRIOR TO LOAN/GRANT CLOSING OR BEFORE CONSTRUCTION BEGINS, WHICHEVER OCCURS FIRST

1. **Reserves**—The applicant will establish a separate debt service reserve account in an amount at least equal to an average annual loan installment. This reserve will be accumulated at the rate of at least one-tenth of the average annual installment each year until the required level is reached, which is one average annual loan installment. The reserve account balance must be reported annually to the State Office and included in the audit as a separate and identifiable line item as restricted.

For any fiscal year end in which the debt service reserve account balance is less than the required account total; the applicant will provide the Agency with a twelve-month budget and plan to correct the cash shortfall.

2. **Disbursement of Funds**

- a. The applicant's contribution of funds toward the project cost shall be considered the first funds expended and must be deposited in its project account before construction is started. Please provide Rural Development evidencing applicant's contribution.
- b. Agency funds will not be used to pre-finance funds committed to the project from other sources.
- c. The Debt Collection Improvement Act (DCIA) of 1996 requires that all Federal payments be made by Electronic Funds Transfer/Automated Clearing House (EFT/ACH). Borrowers receiving payments by EFT will have funds directly deposited to a specified account at a financial institution with funds being available to the recipient on the date of payment. The borrower should complete Form SF-3881, Electronic Funds Transfer Payment Enrollment Form, for each account where funds will be electronically received. The completed form(s) must be received by Rural Development at least forty-five (45) days prior to the first advance of funds. Failure to do so could delay loan closing.

3. **Security Requirements**

- a. At loan closing the applicant will execute the attached Form RD 1942-47, "Loan Resolution (Public Bodies)". Please note the refinancing provision in paragraph 2. Also, on page 3 there is a certification to be executed at loan closing.
- b. The applicant will be required to execute and complete Form RD 3570-03, "Agreement for Administrative Requirements for Community Facilities Grants" and "Notice of Federal Interest" at the time of grant closing.

- c. A UCC Financing Statement lien search will be conducted by the Agency to identify lien priority position. Form UCC-1, "Financing Statement," with Form UCC-1Ad, "UCC Financing Statement Addendum," as appropriate, or other action as allowed by State statute, will be prepared by USDA Rural Development and filed with the North Carolina Secretary of State listing security of the vehicles financed.
 - d. An Installment Purchase Contract will be secured by the United States of America, acting through the Rural Housing Service being named as the registered lien holder on the Certificate of Title for the vehicles being financed.
 - e. The applicant is required to execute Form RD 449-15, Security Agreement if required by OGC.
4. **Insurance and Bonding Requirements**—The applicant must provide evidence of adequate insurance and fidelity bond coverage by loan closing or start of construction, whichever occurs first. Adequate coverage, in accordance with USDA Rural Development's regulations, must then be maintained for the life of the loan and evidence must be submitted to Rural Development annually. Evidence that coverage is being maintained must be provided annually thereafter. It is the responsibility of the applicant and not that of USDA Rural Development to assure that adequate insurance and fidelity bond coverage is maintained. Applicants are encouraged to review coverage amounts and deductible provisions with their attorney, consulting engineer, and/or insurance provider(s).
- a. **Property Insurance**—Fire and extended coverage will be required on all above-ground structures, including applicant-owned equipment and machinery housed therein. Provide USDA Rural Development with proof of coverage and attach Lender's Loss Payable Endorsement (438 BFU or equivalent) naming the UNITED STATES OF AMERICA as lender.
 - b. **Corporate Liability Insurance** - The Applicant will provide public liability, and property damage insurance in an amount to adequately protect the applicant from civil action arising from the function of the applicant relative to the project.
 - c. **Workers' Compensation Insurance**—The applicant will be required to carry workers' compensation insurance for all employees in accordance with the State law. Provide USDA Rural Development with proof of coverage.
 - d. **General liability and vehicular coverage must be maintained**—Provide USDA Rural Development with proof of coverage.
 - e. **Fidelity Bond**—Persons who have access to the funds and custody to any property will be covered by a fidelity bond or an adequate crime policy that protects the applicant from an employee crime. Coverage may be provided either for all individual positions or persons, or through "blanket" coverage providing protection for all appropriate employees and/or officials. The amount of coverage required by USDA Rural Development will be sufficient to cover the total annual debt and

reserve service requirements for the loan. The United States of America will be named as co-obligee on the bond. A certified power-of-attorney with effective date will be attached to each bond. Provide USDA Rural Development with a copy of the bond and the power of attorney.

5. **Civil Rights & Equal Opportunity**— The borrower/grantee has received an award of Federal funding and is required to comply with U.S. statutory and public policy requirements, including but not limited to:
- a. **Section 504 of the Rehabilitation Act of 1973** – Under Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. 794), no handicapped individual in the United States shall, solely by reason of their handicap, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Agency financial assistance. The Standard for compliance is the Architectural Barriers Act Accessibility Standards (ABAAS).
 - b. **Civil Rights Act of 1964** – All recipients are subject to, and facilities must be operated in accordance with, Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d *et seq.*) and 7 CFR 1901, Subpart E, particularly as it relates to conducting and reporting of compliance reviews. Instruments of conveyance for loans and/or grants subject to the Act must contain the covenant required by Paragraph 1901.202(e) of this Title.
 - c. **The Americans with Disabilities Act (ADA) of 1990** – This Act (42 U.S.C. 12101 *et seq.*) prohibits discrimination on the basis of disability in employment, State and local government services, public transportation, public accommodations, facilities, and telecommunications.
 - d. **Age Discrimination Act of 1975** – This Act (42 U.S.C. 6101 *et seq.*) provides that no person in the United States shall on the basis of age, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.
 - e. **Limited English Proficiency (LEP) under Executive Order 13166** - LEP statutes and authorities prohibit exclusion from participation in, denial of benefits of, and discrimination under Federally-assisted and/or conducted programs on the ground of race, color, or national origin. Title VI of the Civil Rights Act of 1964 covers program access for LEP persons. LEP persons are individuals who do not speak English as their primary language and who have a limited ability to read, speak, write, or understand English. These individuals may be entitled to language assistance, free of charge. The recipient must take reasonable steps to ensure that LEP persons receive the language assistance necessary to have meaningful access to USDA programs, services, and information the recipient provides. These protections are pursuant to Executive Order 13166 entitled, “Improving Access to Services by Persons with Limited English Proficiency” and further affirmed in the USDA Departmental Regulation 4330-005, “Prohibition Against National Origin Discrimination Affecting

Persons with Limited English Proficiency in Programs and Activities Conducted by USDA.”

Agency financial programs must be extended without regard to race, color, religion, sex, national origin, marital status, age, or physical or mental handicap. The recipient must display posters (provided by the Agency) informing users of these requirements, and the Agency will monitor the recipient’s compliance with these requirements during regular compliance reviews.

As a recipient of Rural Development funding, you are required to post a copy of the Non-Discrimination Statement listed below in your office and include in full, on all materials produced for public information, public education, and public distribution both print and non-print.

Non-Discrimination Statement

“This institution is an equal opportunity provider and employer.”

If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, found online at <https://www.ocio.usda.gov/document/ad-3027>, or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter to us by mail at U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, S.W., Stop 9410, Washington, D.C. 20250-9410, by fax (202) 690-7442 or email at program.intake@usda.gov.

If the material is too small to permit the full statement to be included, the material at a minimum includes the statement in print size no smaller than the text that “This institution is an equal opportunity provider and employer.”

6. **Automatic Payments**—The applicant is required to participate in the Pre-Authorized Debit (PAD) payment process for all new and existing indebtedness to USDA Rural Development. It will allow for the applicant’s payment to be electronically debited from its account on the date their payment is due. Form RD 3550-28, “Authorization Agreement for Pre-Authorized Payments,” is attached. Please fill out and sign your “Individual/Company Information” section, then have your financial institution/bank fill out the bottom portion prior to submitting the form to the USDA Rural Development service office.
7. **System for Award Management Registration and Unique Entity ID**—You as the recipient must maintain the currency of your information in the System for Award Management (SAM) until you submit the final financial report required under this award and all grant funds under this award have been disbursed or de-obligated, whichever is later. This requires that you review and update the information at least annually after the initial registration, and more frequently if required by changes in your information or another award term. Recipients can register on-line at (<https://www.sam.gov>) You as the

recipient may not make a sub-award to an entity unless the entity has provided its Unique Entity ID from SAM.gov to you.

8. **Suspension and Debarment Screening** – You will be asked to provide information on the principals of your organization. Agency staff must conduct screening for suspension and debarment of the entity, as well as its principals through the Do Not Pay Portal.
 - a. Principal –
 - i. An officer, director, owner, partner, principal investigator, or other person within a participant with management or supervisory responsibilities related to a covered transaction; or
 - ii. A consultant or other person, whether or not employed by the participant or paid with federal funds, who –
 1. Is in a position to handle federal funds;
 2. Is in a position to influence or control the use of those funds; or,

Occupies a technical or professional position capable of substantially influencing the development or outcome of an activity required to perform the covered transaction. (2 CFR §180.995)
9. **Litigation**. You are required to notify the Agency within 30 days of receiving notification of being involved in any type of litigation prior to loan closing or start of construction, whichever occurs first. Additional documentation regarding the situation and litigation may be requested by the Agency.
10. **Excess Funds**—Any remaining funds must be utilized for approved purposes within 60 days following the final inspection or the funds will be canceled without further notification from USDA Rural Development.

SECTION III. LOAN CONDITIONS TO BE SATISFIED AFTER PROJECT COMPLETION

1. **Financial Statements**—To be submitted on an annual basis in accordance with the following:
 - a. Borrowers and grantees that meet the Federal awards expended threshold established in 2 CFR 200, Subpart F, “Audit Requirements” (expends \$750,000 or more in federal financial assistance per fiscal year) shall submit an audit performed in accordance with the requirements of 2 CFR 200, Subpart F. Audits shall be submitted to USDA Rural Development in accordance with 2 CFR 200, Subpart F.
 - b. All borrowers exempt from USDA audit requirements and who do not otherwise have annual audits, will within 60 days following the end of the borrower’s fiscal year furnish USDA with annual financial statements, consisting of a verification of the organization’s balance sheet and statement of income and expenses. The recipient may use Form RD 442-2, “Statement of Budget, Income and Equity,” and 442-3, “Balance Sheet,” or similar format to provide the financial information.

- c. An annual audit may be submitted in lieu of annual financial statements for any borrower or grantee that has an audit prepared at its own discretion and expense.
2. **Audit agreement**—If you are required to obtain the services of a licensed Certified Public Accountant (CPA), you must enter into a written audit agreement with the auditor. The audit agreement may include terms and conditions that you and auditor deem appropriate.
3. **Compliance Reviews**—Rural Development will be required to periodically conduct a compliance review of this facility and operation. Compliance reviews will be completed one year after loan closing and every three years thereafter. You will need to provide the local office the statistical information as requested.

The Agency will conduct regular compliance reviews of the borrower and its operation in accordance with 7 CFR Part 1901, Subpart E, and 36 CFR 1191, Americans with Disabilities Act (ADA) Accessibility Guidelines for Buildings and Facilities; Architectural Barriers Act (ABA) Accessibility Guidelines. Compliance reviews will typically be conducted in conjunction with the security inspections described in this letter. If beneficiaries (users) are required to complete an application or screening for the use of the facility or service that the recipient provides, the recipient must request and collect data by race (American Indian or Alaska Native, Asian, Black or African American, White); ethnicity (Hispanic or Latino, Not Hispanic or Latino); and by sex. The Agency will utilize this data as part of the required compliance review.

4. **Continuation of Financing Statement**- At the time of renewal (every 5 years) the borrower must provide a **\$38.00** (or applicable filing fee) check payable to the **Secretary of State** (fee subject to change based on current Secretary of State fee schedule) for the continuation of the Financing Statement until the loan is paid in full.
5. **Security Inspections**—Rural Development is required to conduct an inspection of the facility a minimum of once every three years. The recipient must participate in these inspections and provide the required information.
6. **Graduation**—You may be required to refinance (graduate) the unpaid balance of the RD loan, in whole or in part, if at any time RD determines your entity is able to obtain a loan for such purposes from responsible cooperative or private sources at reasonable rates and terms for loans for similar purposes and periods of time, the recipient will be requested to refinance. The ability to refinance will be assessed every other year for those loans that are five years old or older.
7. **Prepayment and Extra Payments** - Prepayments of scheduled installments, or any portion thereof, may be made at any time at the option of borrower, with no penalty.

Security instruments, including bonding documents, must contain the following language regarding extra payments, unless prohibited by State statute:

Prepayments of scheduled installments, or any portion thereof, may be made at any time at the option of borrower. Refunds, extra payments and loan proceeds obtained from outside sources for the purpose of paying down the Agency debt, shall, after payment of interest, be applied to the installments last to become due under this note and shall not affect the obligation of borrower to pay the remaining installments as scheduled in your security instruments.

LETTER OF INTENT TO MEET CONDITIONS

Date 06-13-2022

TO: United States Department of Agriculture

Rural Development

(Name of USDA Agency)

P.O. Box 8
Winton, NC 27986

(USDA Agency Office Address)

We have reviewed and understand the conditions set forth in your letter dated 06-13-2022 . It is our intent to meet all of them not later than 06-13-2023 .

Town of Warrenton

(Name of Association)

BY _____

Walter M. Gardner, Jr., Mayor

(Title)

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a persons is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0575-0015 and 0570-0062. The time required to complete this information collection is estimated to average 1 hour per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data. needed, and completing and reviewing the collection of information.

USDA

Form RD 1942-47
(Rev. 12-97)LOAN RESOLUTION
(Public Bodies)FORM APPROVED
OMB NO. 0575-0015A RESOLUTION OF THE Town CouncilOF THE Town of WarrentonAUTHORIZING AND PROVIDING FOR THE INCURRENCE OF INDEBTEDNESS FOR THE PURPOSE OF PROVIDING
A PORTION OF THE COST OF ACQUIRING, CONSTRUCTING, ENLARGING, IMPROVING, AND/OR EXTENDING ITSPublic Works Vehicles (3)

FACILITY TO SERVE AN AREA LAWFULLY WITHIN ITS JURISDICTION TO SERVE.

WHEREAS, it is necessary for the Town of Warrenton
(Public Body)(herein after called Association) to raise a portion of the cost of such undertaking by issuance of its bonds in the principal amount of
69,500.00pursuant to the provisions of N. C. G. S. 160A; and

WHEREAS, the Association intends to obtain assistance from the Rural Housing Service, Rural Business - Cooperative Service, Rural Utilities Service, or their successor Agencies with the United States Department of Agriculture, (herein called the Government) acting under the provisions of the Consolidated Farm and Rural Development Act (7 U.S.C. 1921 et seq.) in the planning, financing, and supervision of such undertaking and the purchasing of bonds lawfully issued, in the event that no other acceptable purchaser for such bonds is found by the Association:

NOW THEREFORE in consideration of the premises the Association hereby resolves:

1. To have prepared on its behalf and to adopt an ordinance or resolution for the issuance of its bonds containing such items and in such forms as are required by State statutes and as are agreeable and acceptable to the Government.
2. To refinance the unpaid balance, in whole or in part, of its bonds upon the request of the Government if at any time it shall appear to the Government that the Association is able to refinance its bonds by obtaining a loan for such purposes from responsible cooperative or private sources at reasonable rates and terms for loans for similar purposes and periods of time as required by section 333(c) of said Consolidated Farm and Rural Development Act (7 U. S. C. 1983 (c)).
3. To provide for, execute, and comply with Form RD 400-4, "Assurance Agreement," and Form RD 400-1, "Equal Opportunity Agreement," including an "Equal Opportunity Clause," which clause is to be incorporated in, or attached as a rider to, each construction contract and subcontract involving in excess of \$ 10,000.
4. To indemnify the Government for any payments made or losses suffered by the Government on behalf of the Association. Such indemnification shall be payable from the same source of funds pledged to pay the bonds or any other legal permissible source.
5. That upon default in the payments of any principal and accrued interest on the bonds or in the performance of any covenant or agreement contained herein or in the instruments incident to making or insuring the loan, the Government at its option may (a) declare the entire principal amount then outstanding and accrued interest immediately due and payable, (b) for the account of the Association (payable from the source of funds pledged to pay the bonds or any other legally permissible source), incur and pay reasonable expenses for repair, maintenance, and operation of the facility and such other reasonable expenses as may be necessary to cure the cause of default, and/or (c) take possession of the facility, repair, maintain, and operate or rent it. Default under the provisions of this resolution or any instrument incident to the making or insuring of the loan may be construed by the Government to constitute default under any other instrument held by the Government and executed or assumed by the Association, and default under any such instrument may be construed by the Government to constitute default hereunder.
6. Not to sell, transfer, lease, or otherwise encumber the facility or any portion thereof, or interest therein, or permit others to do so without the prior written consent of the Government.
7. Not to defease the bonds, or to borrow money, enter into any contract or agreement, or otherwise incur any liabilities for any purpose in connection with the facility (exclusive of normal maintenance) without the prior written consent of the Government if such undertaking would involve the source of funds pledged to pay the bonds.
8. To place the proceeds of the bonds on deposit in an account and in a manner approved by the Government. Funds may be deposited in institutions insured by the State or Federal Government or invested in readily marketable securities backed by the full faith and credit of the United States. Any income from these accounts will be considered as revenues of the system.
9. To comply with all applicable State and Federal laws and regulations and to continually operate and maintain the facility in good condition.
10. To provide for the receipt of adequate revenues to meet the requirements of debt service, operation and maintenance, and the establishment of adequate reserves. Revenue accumulated over and above that needed to pay operating and maintenance, debt service and reserves may only be retained or used to make prepayments on the loan. Revenue cannot be used to pay any expenses which are not directly incurred for the facility financed by the Government. No free service or use of the facility will be permitted.

CERTIFICATION TO BE EXECUTED AT LOAN CLOSING

I, the undersigned, as _____ of the Town of Warrenton
 hereby certify that the _____ of such Association is composed of
 _____ members, of whom _____, constituting a quorum, were present at a meeting thereof duly called and
 held on the _____ day of _____, _____; and that the foregoing resolution was adopted at such meeting
 by the vote shown above. I further certify that as of _____, the date of closing of the loan from the Government, said resolution
 remains in effect and has not been rescinded or amended in any way.

Dated, this _____ day of _____, _____.

 Title _____

Name		Address		State (Including ZIP Code)					
Warrenton, Town of		PO Box 281		Warrenton, NC 27589-					
Applicant Fiscal Year		County		State (Including ZIP Code)					
From	To	Warren		NC 27589-					
	20	20	21	20	22	20	23	First Full Year	
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	
OPERATING INCOME									
1. Total Revenue			999,995		1,275,099		1,300,601	1,314,571	
2.									
3.									
4.									
5. Miscellaneous	0		50,000		0		0	12,042	
6. Less: Allowances and Deductions	()	()	()	()	0
7. Total Operating Income (Add Lines 1 through 6)	0		1,049,995		1,275,099		1,300,601	1,326,613	
OPERATING EXPENSES									
8. interest adjustment			-2,622		-2,050		-1,468	-2,648	
9. Other			0					0	
10. Total Expense			1,025,015		1,251,005		1,276,640	1,304,093	
11.									
12.									
13.									
14.									
15. Interest (RD)	0		2,622		2,050		1,468	2,648	
16. Depreciation	0		68,109		85,136		106,420	133,025	
17. Total Operating Expense (Add lines 8 through 16)	0		1,093,124		1,336,141		1,383,060	1,437,118	
18. NET OPERATING INCOME (LOSS) (Line 7 less 17)	0		-43,129		-61,042		-82,459	-110,505	
NONOPERATING INCOME									
19.									
20.									
21. Total Nonoperating Income (Add Lines 19 and 20)	0		0		0		0	0	
22. NET INCOME (LOSS) (Add Lines 18 and 21) (Transfer to Line A Schedule 2)	0		-43,129		-61,042		-82,459	-110,505	

Budget and Projected Cash Flow Approved by Governing Body

Attest: _____ 06/13/2022
 Robert F. Davie, Jr., Town Clerk ~~Secretary~~ Date
 _____ 06/13/2022
 Walter M. Gardner, Jr., Mayor ~~Appropriate Official~~ Date

PROJECTED CASH FLOW

	20	20 21	20 22	20 23	First Full Year
A. Line 22 from Schedule 1 Income (Loss)	0	-43,129	-61,042	-82,459	-110,505
Add					
B. Items in Operations not Requiring Cash:					
1. Depreciation (Line 16, Schedule 1)	0	68,109	85,136	106,420	133,025
2. Others: _____	0	0	0	0	0
C. Cash Provided from:					
1. Proceeds from RD loan/grant	0	0	0	154,400	0
2. Proceeds from others	0	0	0	0	0
3. Increase (Decrease) in Accounts Payable, Accruals and other Current Liabilities	0	0	0	0	0
4. Decrease (Increase) in Accounts Receivable, inventories and Other Current Assets (Exclude Cash)	0	0	0	0	0
5. Other: _____	0	0	0	0	0
6. _____	0	0	0	0	0
D. Total all A, B and C Items	0	24,980	24,094	178,361	22,520
E. Less: Cash Expended for:					
1. All Construction, Equipment and New Capital Items (Loan and grant funds)	0	0	0	154,488	0
2. Replacement and Additions to Existing Property, Plant and Equipment	0	0	0	0	0
3. Principal Payment RD Loan	0	20,318	20,889	21,472	11,195
4. Principal Payment Other Loans	0	0	0	0	9,210
5. Other: _____	0	0	0	0	0
6. Total E 1 through 5	0	20,318	20,889	175,960	20,405
Add					
F. Beginning Cash Balances	0	1,154,664	1,159,326	11	1,164,932
G. Ending Cash Balances (Total of D minus E 6 plus F)	0	1,159,326	1,162,530	2,412	1,167,047
Item G Cash Balances Composed of:					
Construction Account	0	0	0	0	0
Revenue Account	0	0	0	0	0
Debt Payment Account	0	0	0	0	0
O&M Account	0	1,158,171	1,161,376	1,163,911	1,165,409
Reserve Account	0	1,155	1,155	1,021	1,638
Funded Depreciation Account	0	0	0	0	0
Others: _____	0	0	0	0	0
Total - Agrees with Item G	0	1,159,326.00	1,162,531.00	1,164,932.00	1,167,047.00

BUDGET ATTACHMENT

Income Detail

<u>Income Source</u>	<u>Year1_0</u>	<u>Year2_2021</u>	<u>Year3_2022</u>	<u>Year4_2023</u>	<u>First Full Year</u>
Miscellaneous	0.00	50,000.00	0.00	0.00	12,042.00
Less: Allowances and	0.00	0.00	0.00	0.00	0.00
Total Revenue	0.00	999,994.75	1,275,099.00	1,300,601.00	1,314,571.00
TOTALS		1,049,995	1,275,099	1,300,601	1,326,613

Expense Detail

<u>Expense Source</u>	<u>Year1_0</u>	<u>Year2_2021</u>	<u>Year3_2022</u>	<u>Year4_2023</u>	<u>First Full Year</u>
Other	0.00	-2,622.00	-2,050.00	-1,468.00	-2,648.00
Other	0.00	0.00	0.00	0.00	0.00
Interest	0.00	2,621.78	2,050.29	1,467.76	2,648.00
	0.00	68,109.00	85,136.00	106,420.00	133,025.00
Total Expense	0.00	1,025,015.00	1,251,005.00	1,276,640.00	1,304,093.00
TOTALS		1,093,124	1,336,141	1,383,060	1,437,118

REQUEST FOR OBLIGATION OF FUNDS

INSTRUCTIONS-TYPE IN CAPITALIZED ELITE TYPE IN SPACES MARKED ()			
Complete Items 1 through 29 and applicable Items 30 through 34. See FMI.			
1. CASE NUMBER ST CO BORROWER ID 38-093-*****1362		LOAN NUMBER	FISCAL YEAR
2. BORROWER NAME Warrenton, Town of		3. NUMBER NAME FIELDS (1, 2, or 3 from Item 2)	
		4. STATE NAME North Carolina	
		5. COUNTY NAME Warren	
GENERAL BORROWER/LOAN INFORMATION			
6. RACE/ETHNIC CLASSIFICATION 1 - WHITE 2 - BLACK 3 - AI/AN 4 - HISPANIC 5 - API	7. TYPE OF APPLICANT 1 - INDIVIDUAL 2 - PARTNERSHIP 3 - CORPORATION 4 - PUBLIC BODY 5 - ASSOC OF FARMERS 4	8. COLLATERAL CODE 1 - REAL ESTATE SECURED 2 - REAL ESTATE AND CHATTEL 3 - NOTE ONLY OR CHATTEL ONLY 3 4 - MACHINERY ONLY 5 - LIVESTOCK ONLY 6 - CROPS ONLY 7 - SECURED BY BONDS 8 - RLF ACCT	9. EMPLOYEE RELATIONSHIP CODE 1 - EMPLOYEE 2 - MEMBER OF FAMILY 3 - CLOSE RELATIVE 4 - ASSOC
10. SEX CODE 6 1 - MALE 2 - FEMALE 3 - FAMILY UNIT 4 - ORGAN MALE OWNED 5 - ORGAN FEMALE OWNED 6 - PUBLIC BODY	11. MARITAL STATUS 1 - MARRIED 2 - SEPARATED 3 - UNMARRIED (INCLUDES WIDOWED/DIVORCED)	12. VETERAN CODE 1 - YES 2 - NO	13. CREDIT REPORT 2 1 - YES 2 - NO
14. DIRECT PAYMENT 2 (See FMI)	15. TYPE OF PAYMENT 2 1 - MONTHLY 2 - ANNUALLY 3 - SEMI-ANNUALLY 4 - QUARTERLY	16. FEE INSPECTION 2 1 - YES 2 - NO	
17. COMMUNITY SIZE 1 - 10 000 OR LESS (FOR SFH AND HPG ONLY) 2 - OVER 10,000		18. USE OF FUNDS CODE (See FMI)	
COMPLETE FOR OBLIGATION OF FUNDS			
19. TYPE OF ASSISTANCE 238 (See FMI)	20. PURPOSE CODE 8	21. SOURCE OF FUNDS	22. TYPE OF ACTION 1 - OBLIGATION ONLY 2 - OBLIGATION/CHECK REQUEST 3 - CORRECTION OF OBLIGATION
23. TYPE OF SUBMISSION 2 1 - INITIAL 2 - SUBSEQUENT	24. AMOUNT OF LOAN \$69,500.00		25. AMOUNT OF GRANT \$84,900.00
26. AMOUNT OF IMMEDIATE ADVANCE		27. DATE OF APPROVAL MO DAY YR	28. INTEREST RATE 2.5000 %
			29. REPAYMENT TERMS 7
COMPLETE FOR COMMUNITY PROGRAM AND CERTAIN MULTIPLE-FAMILY HOUSING LOANS			
30. PROFIT TYPE 1 - FULL PROFIT 2 - LIMITED PROFIT 3 - NONPROFIT			
COMPLETE FOR EM LOANS ONLY		COMPLETE FOR CREDIT SALE-ASSUMPTION	
31. DISASTER DESIGNATION NUMBER (See FMI)		32. TYPE OF SALE 1 - CREDIT SALE ONLY 2 - ASSUMPTION ONLY 3 - CREDIT SALE WITH SUBSEQUENT LOAN 4 - ASSUMPTION WITH SUBSEQUENT LOAN	
FINANCE OFFICE USE ONLY		COMPLETE FOR FP LOANS ONLY	
33. OBLIGATION DATE MO DA YR		34. BEGINNING FARMER/RANCHER (See FMI)	

If the decision contained above in this form results in denial, reduction or cancellation of USDA assistance, you may appeal this decision and have a hearing or you may request a review in lieu of a hearing. Please use the form we have included for this purpose.

Position 2

ORIGINAL - Borrower's Case Folder COPY 1 - Finance Office COPY 2 - Applicant/Lender COPY 3 - State Office

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0570-0062. The time required to complete this information collection is estimated to average 15 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

CERTIFICATION APPROVAL

For All Farmers Programs

EM, OL, FO, and SW Loans

This loan is approved subject to the availability of funds. If this loan does not close for any reason within 90 days from the date of approval on this document, the approval official will request updated eligibility information. The undersigned loan applicant agrees that the approval official will have 14 working days to review any updated information prior to submitting this document for obligation of funds. If there have been significant changes that may affect eligibility, a decision as to eligibility and feasibility will be made within 30 days from the time the applicant provides the necessary information.

If this is a loan approval for which a lien and/or title search is necessary, the undersigned applicant agrees that the 15-working-day loan closing requirement may be exceeded for the purposes of the applicant's legal representative completing title work and completing loan closing.

35. COMMENTS AND REQUIREMENTS OF CERTIFYING OFFICIAL

As per the conditions set forth in the Letter of Conditions dated June 13, 2022.

36. I HEREBY CERTIFY that I am unable to obtain sufficient credit elsewhere to finance my actual needs at reasonable rates and terms, taking into consideration prevailing private and cooperative rates and terms in or near my community for loans for similar purposes and periods of time. I agree to use the sum specified herein, subject to and in accordance with regulations applicable to the type of assistance indicated above, and request payment of such sum. I agree to report to USDA any material adverse changes, financial or otherwise, that occur prior to loan closing. I certify that no part of the sum specified herein has been received. I have reviewed the loan approval requirements and comments associated with this loan request and agree to comply with these provisions.

(For FP loans at eligible terms only) If this loan is approved, I elect the interest rate to be charged on my loan to be the lower of the interest rate in effect at the time of loan approval or loan closing. If I check "NO", the interest rate charged on my loan will be the rate specified in Item 28 of this form. YES NO

WARNING: Whoever, in any matter within the jurisdiction of any department or agency of the United States knowingly and willfully falsifies, conceals or covers up by any trick, scheme, or device a material fact, or makes any false, fictitious or fraudulent statements or representations, or makes or uses any false writing or document knowing the same to contain any false, fictitious or fraudulent statement or entry, shall be fined under this title or imprisoned not more than five years, or both."

Date June 13, 20 22

Walter M. Gardner, Jr., Mayor

(Signature of Applicant)

(SEAL)

Date June 13, 20 22

Robert F. Davie, Jr., Town Clerk

(Signature of Co-Applicant)

37. I HEREBY CERTIFY that all of the committee and administrative determinations and certifications required by regulations prerequisite to providing assistance of the type indicated above have been made and that evidence thereof is in the docket, and that all requirements of pertinent regulations have been complied with. I hereby approve the above-described assistance in the amount set forth above, and by this document, subject to the availability of funds, the Government agrees to advance such amount to the applicant for the purpose of and subject to the availability prescribed by regulations applicable to this type of assistance.

(Signature of Approving Official)

Typed or Printed Name: Reginald Speight

Date Approved:

Title: State Director

38. TO THE APPLICANT: As of this date, this is notice that your application for financial assistance from the USDA has been approved, as indicated above, subject to the availability of funds and other conditions required by the USDA. If you have any questions contact the appropriate USDA Servicing Office.

EQUAL OPPORTUNITY AGREEMENT

This agreement, dated 06-13-2022 between
Town of Warrenton

(herein called "Recipient" whether one or more) and United States Department of Agriculture (USDA), pursuant to the rules and regulations of the Secretary of Labor (herein called the 'Secretary') issued under the authority of Executive Order 11246 as amended, witnesseth:

In consideration of financial assistance (whether by a loan, grant, loan guaranty, or other form of financial assistance) made or to be made by the USDA to Recipient, Recipient hereby agrees, if the cash cost of construction work performed by Recipient or a construction contract financed with such financial assistance exceeds \$10,000 - unless exempted by rules, regulations or orders of the Secretary of Labor issued pursuant to Section 204 of Executive Order 11246 of September 24, 1965.

1. To incorporate or cause to be incorporated into any contract for construction work, or modification thereof, subject to the relevant rules, regulations, and orders of the Secretary or of any prior authority that remain in effect, which is paid for in whole or in part with the aid of such financial assistance, the following "Equal Opportunity Clause":

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

- (a) The contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex or national origin. The contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, sex or national origin. Such action shall include, but not be limited, to the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the USDA setting forth the provisions of this nondiscrimination clause.
- (b) The contractor will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex or national origin.
- (c) The contractor will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the USDA, advising the said labor union or workers' representative of the contractor's commitments under this agreement and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
- (d) The contractor will comply with all provisions of Executive Order 11246 of September 24, 1965, and of all rules, regulations and relevant orders of the Secretary of Labor.
- (e) The contractor will furnish all information and reports required by Executive Order 11246 of September 24, 1965, rules, regulations, and orders, or pursuant thereto, and will permit access to his books, records, and accounts by the USDA Civil Rights Office, and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.
- (f) In the event of the contractor's noncompliance with the nondiscrimination clauses of this contract or with any of the said rules, regulations, or orders, this contract may be cancelled, terminated, or suspended in whole or in part and the contractor may be declared ineligible for further Government contracts or federally assisted construction contracts in accordance with procedures authorized in Executive Order No. 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order No. 11246 of September 24, 1965, or by rule, regulation or order of the Secretary of Labor, or as otherwise provided by Law.
- (g) The contractor will include the provisions of paragraph 1 and paragraph (a) through (g) in every subcontract or purchase order, unless exempted by the rules, regulations, or orders of the Secretary of Labor issued pursuant to Section 204 of Executive Order No. 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. The contractor will take such action with respect to any subcontract or purchase order as the USDA may direct as a means of enforcing such provisions, including sanctions for noncompliance: Provided, however, that in the event the contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the USDA, the contractor may request the United States to enter into such litigation to protect the interest of the United States.

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collections is 0575-0018. The time required to complete this information collection is estimated to average 10 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

2. To be bound by the above equal opportunity clause with respect to its own employment practices when it participates in federally assisted construction work: Provided, that if the organization so participating is a State or local government, the above equal opportunity clause is not applicable to any agency, instrumentality or subdivision of such government which does not participate in work on or under the contract.
3. To notify all prospective contractors to file the required 'Compliance Statement', Form RD 400-6, with their bids.
4. Form AD-425, Instructions to Contractors, will accompany the notice of award of the contract. Bid conditions for all nonexempt federal and federally assisted construction contracts require inclusion of the appropriate "Hometown" or "Imposed" plan affirmative action and equal employment opportunity requirements. All bidders must comply with the bid conditions contained in the invitation to be considered responsible bidders and hence eligible for the award.
5. To assist and cooperate actively with USDA and the Secretary in obtaining the compliance of contractors and subcontractors with the equal opportunity clause and rules, regulations, and relevant orders of the Secretary, that will furnish USDA and the Secretary such information such as , but not limited to, Form AD-560, Certification of Nonsegregated Facilities, to submit the Monthly Employment Utilization Report, Form CC-257, as they may require for the supervision of such compliance, and that it will otherwise assist USDA in the discharge of USDA's primary responsibility for securing compliance.
6. To refrain from entering into any contract or contract modification subject to such Executive Order 11246 of September 24, 1965, with a contractor debarred from, or who has not demonstrated eligibility for, Government contracts and Federally assisted construction contracts pursuant to the Executive Order and will carry out such sanctions and penalties for violation of the equal opportunity clause as may be imposed upon contractors and subcontractors by USDA or the Secretary of Labor pursuant to Part II, Subpart D, of the Executive Order.
7. That if the recipient fails or refuses to comply with these undertakings, the USDA may take any or all of the following actions: Cancel, terminate, or suspend in whole or in part this grant (contract, loan, insurance, guarantee); refrain from extending any further assistance to the organization under the program with respect to which the failure or refund occurred until satisfactory assurance of future compliance has been received from such organization; and refer the case to the Department of Justice for appropriate legal proceedings.

Signed by the Recipient on the date first written above.

Recipient

(CORPORATE SEAL)

Recipient

Town of Warrenton

Name of Corporate Recipient

Attest:

Robert F. Davie, Jr., Town Clerk

Secretary

By Walter M. Gardner, Jr., Mayor

President

UNITED STATES DEPARTMENT OF AGRICULTURE
RURAL DEVELOPMENT

APPLICANT CERTIFICATION
FEDERAL COLLECTION POLICIES FOR CONSUMER OR COMMERCIAL DEBTS

The Federal Government is authorized to check credit information about the applicant(s) including using the federal Credit Alert Interactive Voice Response System (CAIVRS) or its successors to check to see if the applicant(s) are delinquent or in default on a Federal debt.

The Federal Government is also authorized by law to take any or all of the following actions in the event your loan payments become delinquent or you default on your loan:

- Report your name and account information to a credit reporting agency, and the Credit Alert Interactive Voice Response System (CAIVRS).
- Assess interest and penalty charges for the period of time that payment is not made.
- Assess charges to cover additional administrative costs incurred by the government to service your account.
- Offset amounts to be paid to you from your Federal income tax refund.
- Offset amounts to be paid to you under other Federal Programs.
- Refer your account to a private collection agency to collect the amount due.
- Foreclose on any security you have given for the loan.
- Pursue legal action to collect through the courts.
- Report any written off debt to the Internal Revenue Service as taxable income.
- If you are a current or retired Federal employee, take action to offset your salary, or civil service retirement benefits.
- Debar or suspend you from doing business with the Federal Government either as a participant or principal throughout the executive branch of the Federal Government for the period of debarment or suspension.
- Refer any debt that is delinquent to the Treasury Offset Program (TOP) in accordance with the Debt Collection Improvement Act of 1996.
- Refer any eligible debt that is delinquent to the Treasury for cross servicing in accordance with the Debt Collection Improvement Act of 1996.
- Garnish your wages as allowed by the Debt Collection Improvement Act of 1996.

Any or all of these actions may be used to recover any debts owed when it is determined to be in the interest of the Government to do so.

CERTIFICATION: I/we have read and I/we understand the actions the Federal Government may take in the event that I/we fail to meet my/our scheduled payments in accordance with the terms and conditions of my/our agreement. I/we understand that the above list is not all inclusive and that the Federal Government may deem additional actions necessary to collect should I/we become delinquent.

(Signature-Individual(s))	(Date)	(Signature-Individual(s))	(Date)
(SEAL)		06-13-2022	Town of Warrenton
		(Date)	(Name of Applicant)
ATTEST:		(Signature of Authorized Entity Official)	
		Walter M. Gardner, Jr., Mayor	
		(Title of Authorized Entity Official)	
(Signature of Attesting Official)		PO Box 281	
Robert F. Davie, Jr., Town Clerk		(Address)	
(Title of Attesting Official)		Warrenton, NC 27589-	
		(City, State, and Zip Code)	

CERTIFICATION FOR CONTRACTS, GRANTS AND LOANS

The undersigned certifies, to the best of his or her knowledge and belief, that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant or Federal loan, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant or loan.

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

3. The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including contracts, subcontracts, and subgrants under grants and loans) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Walter M. Gardner, Jr., Mayor
(name)

06-13-2022
(date)

Town of Warrenton
(title)

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(Rev. 07-20)

COMMUNITY FACILITIES GRANT AGREEMENT

Grantee and Agency

This Grant Agreement (Agreement) dated 06/13/2022, is a contract for receipt of grant funds under the Community Facility Grant program (7 C.F.R. part 3570, subpart B). These requirements do not supersede the applicable requirements for receipt of Federal funds stated in 2 C.F.R. Part 200, "UNIFORM ADMINISTRATIVE REQUIREMENTS, COST PRINCIPLES, AND AUDIT REQUIREMENTS FOR FEDERAL AWARDS", which are incorporated by reference into this Agreement. Further, 7 C.F.R. part 3570, subpart B, and all relevant regulatory requirements apply to applicants and are also incorporated by reference into this Agreement.

This Agreement for the Project and Amount described below (the "Project Description") and for the Community Facilities grant, CFDA Number 10.766, is between the Grantee, a public body, nonprofit corporation or Indian tribe (you), and the United States of America acting through the Rural Housing Service (RHS or Agency).

I. GENERAL AWARD INFORMATION

1. Grantee Name & Address Warrenton, Town of PO Box 281 Warrenton, NC 27589-	2. DUNS No. 798312138	3. SAM No. 6SQL3
5. Federal Award Identification Number (FAIN)	4. Case No. 38-093-*****1362	
7. Performance Start Date 06/13/2022	6. Award Date	
9. Amount of Federal Funds Obligated for this Action, 84,900.00 and Total Amount of Federal Funds Obligated 154,400.00	8. Performance End Date 09/30/2027	
11. Total Project Cost (Budget Approved Amount) 154,488.00	10. Amount of Matching/Other Funds (if applicable) 88.00	
13. Grantee Contact (Name, Title, Contact Info) Walter M. Garnder, Jr., Mayor 252-257-1122	12. Award as Percentage of Total Project Cost 54.95 %	
15. Description of Real Property covered by the grant N/A	14. Agency Contact (Name, Title, Contact Info) Monica R. Thornton, Area Specialist 252-358-7924	
	16. Description of Equipment covered by the grant Three Public Works Vehicles	

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is [0570-0050]. The time required to complete this information collection is estimated to average 1 hour per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

The Agency has agreed to give the Grantee the Grant Funds, subject to the terms and conditions established by the Agency. Provided, however, that any Grant Funds actually advanced and not needed for grant purposes shall be returned immediately to the Agency. The Agency may terminate the grant in whole, or in part, at any time before the date of completion, whenever it is determined that the Grantee has failed to comply with the conditions of this Agreement or the applicable regulation.

II. RESPONSIBILITIES

A. Grantee. The Grantee shall cause said project to be completed within the total sums available to it, including Grant Funds, in accordance with any architectural or engineering reports, and any necessary modifications, prepared by Grantee and approved by the Agency as required by 7 C.F.R. part 3570. The Grantee will remain in compliance with all applicable laws, regulations, Executive Orders, and other generally applicable requirements for the duration of the Agreement including 7 C.F.R. part 3570, subpart B and 2 C.F.R. parts 200, 400, 415, 416, 417, 418, 421, and 422. The most commonly-referenced provisions are identified below.

1. **Financial and Program Management.** You must follow the financial and performance management requirements in 2 C.F.R. § 200.300-.309.
 - a. **Financial Management.** You must maintain a financial management system in compliance with 2 C.F.R. § 200.302.
 - b. **Internal Controls.** You must maintain internal controls in compliance with 2 C.F.R. § 200.303.
 - c. **Payments.** You must comply with the payment requirements described in 2 C.F.R. § 200.305. Payment must be requested by using the SF-270, "Request for Advance or Reimbursement" or SF-271, "Request for Reimbursement for Construction Programs" (as applicable). Receipts, hourly wage rate, personnel payroll records, or other documentation must be provided upon request from RHS if the request is for an advance; otherwise, the documentation must be provided at the time of the request. Requests for payment must be sent to the Agency contact listed in Section I.14.
 - d. **Revisions of the Work Plan and Budget.** You must complete all elements of the Work Plan in Attachment A in accordance with that Attachment and must use project funds only for the purposes and activities specified in Attachment A - Approved Work Plan and Budget. You must further complete the outcomes shown for each Work Plan items within the time and scope constraints shown in Attachment A. You must report any changes and request prior approvals in accordance with 2 C.F.R. § 200.308.
 - e. **Period of Performance.** You may only incur costs chargeable to the award in accordance with 2 C.F.R. § 200.309.
 - f. **Bonding.** You must maintain your fidelity bond coverage in the amount of \$ 10,947.00 for the Period of Performance of the award. (See 2 C.F.R. § 200.304)

g. **Program Income.** You must comply with the requirements of 2 C.F.R. § 200.307. Additionally, if program income is earned during the period of performance, you may use it in accordance with 2 C.F.R. § 200.307(e)(2), provided that you inform us in writing of your intent prior to the award date. However, if you earn program income in excess of what can be used under 2 C.F.R. § 200.307(e)(2) or if you earn unanticipated program income, you must comply with 2 C.F.R. § 200.307(e)(1). Costs incidental to the generation of program income may be deducted from gross income to determine program income, provided these costs have not been charged to the award.

2. **Procurement and Property Standards.** You must follow the procurement standards requirements in 2 C.F.R. § 200.310-.326.

3. **Performance and Financial Monitoring and Reporting.** You must follow the requirements in 2 C.F.R. Part 170, including Appendix A, and 2 C.F.R. § 200.327-.329, and submit reports as outlined below. Unless otherwise directed in the addendum to this Agreement, the reports are due as indicated below.

a. **Form SF-425, “Financial Status Report.”** Reports are due 30 calendar days after the reporting period ends. A final report is due within 90 days after the Performance End Date specified in Section I.8. of this Agreement or at the completion of your project, whichever date is sooner. Your reporting periods are below (mark one):

Semi-Annually: January 1 – June 30 and July 1 – December 31

Semi-Annually: April 1 – September 30 and October 1 – March 31

Quarterly: January 1 – March 31, April 1 – June 30, July 1 – September 30, October 1 – December 31

b. **Performance Reports.** SF-PPR, “Performance Progress Report” is due 30 calendar days after the reporting period ends. A final report is due within 90 days after the Performance End Date specified in Section I.8. of this Agreement or at the completion of your project, whichever date is sooner. Your reporting periods are below (mark one):

Semi-Annually: January 1 – June 30 and July 1 – December 31

Semi-Annually: April 1 – September 30 and October 1 – March 31

Quarterly: January 1 – March 31, April 1 – June 30, July 1 – September 30, October 1 – December 31

The performance narrative on the Performance Project Report shall include, but is not limited to, the following:

i. Describe the activities that the funds reflected in the financial status report were used for;

- ii. A comparison of actual accomplishments to the objectives established for that period;
- iii. Reasons why established objectives were not met, if applicable;
- iv. Problems, delays, or adverse conditions which will affect attainment of overall project objectives, prevent meeting time schedules or objectives, or preclude the attainment of project work elements during established time periods. This disclosure shall be accompanied by a statement of the action taken or planned to resolve the situation;
- v. Objectives and timetables established for the next reporting period;

The final report (due 90 calendar days after the period of performance end date) will also address the following:

- i. What have been the most challenging or unexpected aspects of this program?
- ii. What advice, best practices, and actions would you recommend to other organizations planning a similar program that would increase the success of their program? Please include strengths and limitations of the program. If you had the opportunity, what would you have done differently?

- 4. **Operations.** The Grantee will manage, operate and maintain the facility, including this project if less than the whole of said facility, continuously in an efficient and economical manner in accordance with 7 C.F.R. § 3570.61(e).
- 5. **Funding.** The Grantee will not use grant funds to replace any financial support previously provided or assured from any other source. The Grantee agrees that the Grantee's level of expenditure for the Project shall be maintained and not reduced as a result of Grant Funds in accordance with 7 C.F.R. § 3570.66.
- 6. **Default.** Upon any default under its representations or agreements contained in this instrument, 2 C.F.R. Part 200, or 7 C.F.R. Part 3570, Grantee, at the option and demand of the Agency, will immediately repay to the Agency the Grant Funds with any legally permitted interest from the date of the default. Default by the Grantee will constitute termination of the grant thereby causing cancellation of Federal assistance under the grant. The provisions of this Agreement may be enforced by the Agency, at its option and without regard to prior waivers of previous defaults by Grantee, by judicial proceedings to require specific performance of the terms of this Agreement or by such other proceedings in law or equity, in either Federal or State courts, as may be deemed necessary by the Agency to assure compliance with the provisions of this Agreement and the laws and regulations under which this grant is made.

7. **Real Property.** Use the real property including land, improvements, structures, and appurtenances thereto, for authorized purposes of the grant as long as needed and in accordance with 2 C.F.R. § 200.311; 2 C.F.R. § 200.312; 7 C.F.R. §15.4(a)(2) and 7 C.F.R. § 3570.92. In accordance with Title VI of the Civil Rights Act of 1964, deeds for real property must comply with the requirements for the Reverter and Habendum clauses.
- a. Title to real property shall vest in the Grantee subject to the condition that the Grantee shall use the real property for the authorized purpose of the original grant as long as needed.
 - b. The Grantee shall obtain the Agency's approval to use the real property in other projects when the Grantee determines that the property is no longer needed for the original grant purposes. Use in other projects shall be limited to those under other Federal grant programs or programs that have purposes consistent with those authorized for support by the Agency.
 - c. When the real property is no longer needed, as provided in paragraphs (a) and (b) above, the Grantee shall request disposition instructions from the Agency. The Agency will observe the following rules in the disposition instructions:
 - i. The Grantee may be permitted to retain title after it compensates the Federal government in an amount computed by applying the Federal percentage of participation in the cost of the original Project to the fair market value of the property;
 - ii. The Grantee may be directed to sell the property under guidelines provided by the Agency and pay the Federal government an amount computed by applying the Federal percentage of participation in the cost of the original Project to the proceeds from sale (after deducting actual and reasonable selling and fix-up expenses, if any, from the sales proceeds). When the Grantee is authorized or required to sell the property, proper sales procedures shall be established that provide for competition to the extent practical and result in the highest possible return;
 - iii. The Grantee may be directed to transfer title to the property to the Federal government provided that in such cases the Grantee shall be entitled to compensation computed by applying the Grantee's percentage of participation in the cost of the program or Project to the current fair market value of the property;

Equipment. Abide by the following conditions pertaining to equipment which is furnished by the Agency or acquired wholly or in part with Grant Funds. Equipment is defined at 2 C.F.R. § 200.33 and is tangible, non-expendable personal property having a useful life of more than one year and an acquisition cost of \$5,000 or more per unit.

- d. **Use of equipment.** The Grantee shall use the equipment in the Project for which it was acquired as long as needed. When no longer needed for the original project, the Grantee shall use the equipment in connection with its other federally sponsored activities, if any, in the following order of priority:
- i. Activities sponsored by the Agency.
 - ii. Activities sponsored by other Federal agencies.
- b. **Use of equipment.** During the time that equipment is held for use on the project for which it was acquired, the Grantee shall make it available for use on other projects if such other use will not interfere with the work on the project for which the property was originally acquired. First preference for such other use shall be given to the Agency sponsored projects. Second preference will be given to other federally sponsored projects.
- c. **Disposition of equipment.** When the Grantee no longer needs the property as provided in paragraph 1 (a) and (b) above, the equipment may be sold or used for other activities in accordance with 2 C.F.R. § 200.313 and 7 C.F.R. §15.4(a)(3) :
- i. Equipment with a current fair market value of less than \$5,000. The Grantee may use the property for other activities without reimbursement to the Federal government or sell the property and retain the proceeds.
 - ii. Equipment with a current fair market value of \$5,000 or more. The Grantee may retain the property for other uses provided that compensation is made to the Agency. The amount of compensation shall be computed by applying the percentage of Federal participation in the cost of the original Project to the current fair market value of the property. If the Grantee has no need for the equipment and the equipment has further use value, the Grantee shall request disposition instructions from the Agency.
 - iii. The Agency shall determine whether the equipment can be used to meet RHS or its successor agency's requirements. If no such requirements exist, the availability of the property shall be reported, in accordance with the guidelines of the Federal Property Management Regulations (FPMR), to the General Services Administration by the Agency to determine whether a requirement for the equipment exists in other Federal agencies. They shall issue instructions to the Grantee no later than 120 days after the Grantee's request and the following procedures shall govern:

- If so instructed or if disposition instructions are not issued within 120 calendar days after the Grantee's request, the Grantee shall sell the equipment and reimburse the Agency an amount computed by applying to the sales proceeds the percentage of Federal participation in the cost of the original project or program. However, the Grantee shall be permitted to deduct and retain from the Federal share 10 percent of the proceeds or \$500, whichever is less, for the Grantee's selling and handling expenses.
 - If the Grantee is instructed to ship the property elsewhere, the Grantee shall be reimbursed by the benefiting Federal agency with an amount which is computed by applying the percentage of the Grantee participation in the cost of the original grant Project or program to the current fair market value of the equipment plus any reasonable shipping or interim storage costs incurred.
 - If the Grantee is instructed to otherwise dispose of the equipment, the Grantee shall be reimbursed by the Agency for such costs incurred in its disposition.
- d. The Grantee's property management standards for equipment shall be in accordance with 2 CFR § 200.313 and shall include:
- i. Property records which accurately provide for: a description of the equipment; manufacturer's serial number or other identification number; acquisition date and cost; source of the equipment; percentage (at the end of budget year) of Federal participation in the cost of the Project for which the equipment was acquired; location, use, and condition of the equipment and the date the information was reported; and ultimate disposition data including sales price, or the method used to determine current fair market value if the Grantee reimburses the Agency for its share.
 - ii. A physical inventory of equipment shall be taken, and the results reconciled with the equipment records at least once every two years to verify the existence, current utilization, and continued need for the equipment.
 - iii. A control system shall be in effect to ensure adequate safeguards to prevent loss, damage, or theft of the equipment. Any loss, damage, or theft of equipment shall be investigated and fully documented.
 - iv. Adequate maintenance procedures shall be implemented to keep the equipment in good condition.
 - v. Proper sales procedures shall be established for unneeded equipment which would provide for competition to the extent practicable and result in the highest possible return;

9. **Earned Interest.** Grantee agree to account for and to return to Agency interest earned on grant funds pending their disbursement for program purposes when the Grantee is a unit of local government. States and agencies or an instrumentality of a State shall not be held accountable for interest earned on Grant Funds pending their disbursement.
10. **Record Retention and Access.** You must retain records related to this work performed under this Agreement and allow access to them in accordance with 2 C.F.R. § 200.333-.337.
11. **Closeout.** You must comply with the closeout requirements in 2 C.F.R. § 200.343.
12. **Post-Closeout Adjustments and Continuing Responsibilities.** You must continue to comply with the requirements in 2 C.F.R. § 200.344 even after the Period of Performance for this Agreement has ended.
13. **Cost Principles.** You must comply with the provisions in 2 C.F.R. Part 200, Subpart E.
14. **Audits.** You must comply with the provisions in 2 C.F.R. Part 200, Subpart F.
15. **Civil Rights Compliance.** Unless otherwise provided in the addendum, you must comply with Executive Order 12898, Executive Order 13166- Limited English Proficient, the Americans with Disabilities Act of 1990, Title VI of the Civil Rights Act of 1964, and Section 504 of the Rehabilitation Act of 1973 as applicable. You must make the public facility or services available to all persons in the Grantee's service area without discrimination as to race, color, religion, sex, national origin, age, marital status or physical or mental disability at reasonable rates, including assessments, taxes, or fees. You may make modifications as long as they are reasonable and nondiscriminatory. Your compliance shall include collection and maintenance of data on race, sex, and national origin of your membership, ownership, and employees. This data must be available to us for Civil Rights Compliance Reviews. You must submit to a post-award compliance review conducted after the final disbursement of grant funds has occurred.
16. **Execute Agreements.** The Grantee will execute any agreements required by the Agency which the Grantee is legally authorized to execute. If any such agreement has been executed by the Grantee as a result of a loan being made to the Grantee by the Agency contemporaneously with the making of this grant, that agreement applies equally to the grant and another identical agreement need not be executed in connection with this grant.

17. **Universal Identifier and Central Contractor Registration.** The Grantee must have a Dun & Bradstreet Universal Numbering System (DUNS) number in order to apply for, receive, and report on a Federal award. Additionally, the Grantee must comply with the additional requirements set forth in Attachment C regarding the DUNS Requirements and the Central Contractor Registry (CCR) Requirements found at 2 CFR Part 25, including Appendix A. For the purposes of this Agreement, “you” in Attachment B shall mean “Grantee” as defined hereunder;
 18. **Federal Funding Accountability and Transparency Act.** The Grantee is responsible for complying with all requirements of the Federal award. For all Federal awards, this includes the provisions of the Federal Funding Accountability and Transparency Act (FFATA), which includes requirements on executive compensation, and also requirements implementing the Act for the Grantee at 2 CFR Part 25 Financial Assistance Use of Universal Identifier and Central Contractor Registration and 2 CFR Part 170 Reporting Subaward and Executive Compensation Information. See also statutory requirements for whistleblower protections at 10 U.S.C. 2409, 41 U.S.C. 4712, 10 U.S.C. 2324, 41 U.S.C. 4304 and 4310. See also 2 C.F.R. § 200.11-200.113.
 19. Not encumber, transfer or dispose of the property or any part thereof, furnished by the Agency or acquired wholly or in part with Agency funds without the written consent of the Agency except as provided in paragraph 8 (c).
 20. Not duplicate other Project purposes for which monies have been received, are committed, or are applied to from other sources (public or private).
- B. Rural Housing Service (RHS).** RHS has agreed to give the Grantee the grant funds, subject to the terms and conditions established by RHS. Provided, however, that any grant funds actually advance and not needed for grant purposes shall be returned immediately to RHS. RHS may terminate the grant in whole, or in part, at any time before the date of completion, whenever it is determined that the Grantee has failed to comply with the conditions of this Agreement or the applicable regulation. RHS shall remain in compliance with all applicable laws, regulations, Executive Orders, and other generally applicable requirements for the duration of the Agreement. The most commonly-referenced provisions are identified below.
1. **Payments.** We will advance or reimburse funds up to the Award Amount identified in Section I.9 upon the Grantee’s proper request according to Section II.A.1.c.
 2. **Monitoring and Enforcement.** We will monitor the project to ensure that you are in compliance with the terms of the award. If we find that you are not in

compliance, we will enforce the terms of this Agreement using the provisions of 2 C.F.R. § 200.338-.342.

- a. Will assist Grantee, within available appropriations, with such technical assistance as Agency deems appropriate in planning the Project and coordinating the plan with local official comprehensive plans for essential community facilities and with any State or area plans for the area in which the project is located.
 - b. At its sole discretion and at any time may give any consent, deferment, subordination, release, satisfaction, or termination of any or all of Grantee's grant obligations, with or without valuable consideration, upon such terms and conditions as Agency may determine to be (1) advisable to further the purpose of the grant or to protect Agency's financial interest therein and (2) consistent with both the statutory purposes of the grant and the limitations of the statutory authority under which it is made.
3. **Termination of This Agreement.** This Agreement may be terminated for cause in the event of default on the part of the Grantee or for convenience of the Agency and Grantee prior to the date of completion of the grant purpose. Termination for convenience will occur when both the Grantee and Agency agree that the continuation of the Project will not produce beneficial results commensurate with the further expenditure of funds. In all cases termination and notification will be in accordance with 2 C.F.R. § 200.339 and 200.340.

C. Both Parties. The Grantee and RHS agree to the following:

1. **Invalid Clauses.** The invalidity of any one or more phrases, clauses, sentences, paragraphs, or provisions of this Agreement shall not affect the remaining portions of the Agreement.
2. **Conflict between this Agreement and Other Applicable Regulations or Laws.** If there is a conflict between this Agreement and the applicable Program Regulation, the applicable Program Regulation shall prevail. If there is a conflict between this Agreement and another law or regulation, RHS shall seek a legal opinion to determine which provision applies.
3. **Dates.** When the date fixed for the performance of an act under this Agreement is on a weekend or Federal holiday, then the performance by the close of business on the next Federal work day shall have the same force and effect as if made performed or exercised on the specified date.

The signatories below certify that they have authority to enter into this Agreement.

Approved by an Authorized Representative of the Grantee:

Walter M. Gardner, Jr.

Name (Please Print)

Mayor

Title (Please Print)

Signature

06/13/2022

Date

Approved by the United States of America, Rural Housing Service by:

Monica R. Thornton

Name (Please Print)

Area Specialist

Title (Please Print)

Signature

06/13/2022

Date

Attachment A

Approved Work Plan and Budget

(The work plan must have time, scope, and outcome entries for each task.)

Purchase three public works vehicles for the Town within one year of the grant agreement.

ATTACHMENT B

I. Reporting Subawards and Executive Compensation.

A. Reporting of first-tier subawards.

1. *Applicability.* Unless you are exempt as provided in paragraph d. of this award term, you must report each action that obligates \$25,000 or more in Federal funds that does not include Recovery funds (as defined in section 1512(a)(2) of the American Recovery and Reinvestment Act of 2009, Pub. L. 111-5) for a subaward to an entity (see definitions in paragraph e. of this award term).
2. *Where and when to report.*
 - a. You must report each obligating action described in paragraph a.1. of this award term to <http://www.fsrs.gov>.
 - b. For subaward information, report no later than the end of the month following the month in which the obligation was made. (For example, if the obligation was made on November 7, 2010, the obligation must be reported by no later than December 31, 2010.)
3. *What to report.* You must report the information about each obligating action that the submission instructions posted at <http://www.fsrs.gov> specify.

B. Reporting Total Compensation of Recipient Executives.

1. *Applicability and what to report.* You must report total compensation for each of your five most highly compensated executives for the preceding completed fiscal year, if:
 - a. the total Federal funding authorized to date under this award is \$25,000 or more;
 - b. in the preceding fiscal year, you received
 - i. 80 percent or more of your annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 CFR 170.320 (and subawards); and
 - ii. \$25,000,000 or more in annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 CFR 170.320 (and subawards);
 - c. The public does not have access to information about the compensation of the executives through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986. (To determine if the public has access to the compensation information, see the U.S. Security and Exchange Commission total compensation filings at <http://www.sec.gov/answers/execomp.html>)
2. *Where and when to report.* You must report executive total compensation described in paragraph b.1. of this award term:
 - a. As part of your registration profile at <http://www.ccr.gov>.
 - b. By the end of the month following the month in which this award is made, and annually thereafter.

C. Reporting of Total Compensation of Subrecipient Executives.

1. **Applicability and what to report.** Unless you are exempt as provided in paragraph d. of this award term, for each first-tier subrecipient under this award, you shall report the names and total compensation of each of the subrecipient's five most highly compensated executives for the subrecipient's preceding completed fiscal year, if
 - a. in the subrecipient's preceding fiscal year, the subrecipient received—
 - i. 80 percent or more of its annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 C.F.R. § 170.320 (and subawards); and
 - ii. \$25,000,000 or more in annual gross revenues from Federal procurement contracts (and subcontracts), and Federal financial assistance subject to the Transparency Act (and subawards); and
 - b. The public does not have access to information about the compensation of the executives through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986. (To determine if the public has access to the compensation information, see the U.S. Security and Exchange Commission total compensation filings at <http://www.sec.gov/answers/execomp.htm>.)
2. **Where and when to report.** You must report subrecipient executive total compensation described in paragraph c.1. of this award term:
 - a. To the recipient.
 - b. By the end of the month following the month during which you make the subaward. For example, if a subaward is obligated on any date during the month of October of a given year (*i.e.*, between October 1 and 31), you must report any required compensation information of the subrecipient by November 30 of that year.

D. Exemptions. If, in the previous tax year, you had gross income, from all sources, under \$300,000, you are exempt from the requirements to report:

1. Subawards, and
2. The total compensation of the five most highly compensated executives of any subrecipient.

E. Definitions. For purposes of this award term:

1. **Entity** means all of the following, as defined in 2 CFR part 25:
 - a. A Governmental organization, which is a State, local government, or Indian tribe;
 - b. A foreign public entity;
 - c. A domestic or foreign nonprofit organization;
 - d. A domestic or foreign for-profit organization;
 - e. A Federal agency, but only as a subrecipient under an award or subaward to a
 - f. non-Federal entity.
2. **Executive** means officers, managing partners, or any other employees in management positions.
3. **Subaward:**
 - a. This term means a legal instrument to provide support for the performance of any portion of the substantive project or program for which you received this award and that you as the recipient award to an eligible subrecipient.
 - b. The term does not include your procurement of property and services needed to carry out the project or program.

- c. A subaward may be provided through any legal agreement, including an agreement that you or a subrecipient considers a contract.
- 4. *Subrecipient* means an entity that:
 - a. Receives a subaward from you (the recipient) under this award; and
 - b. Is accountable to you for the use of the Federal funds provided by the subaward.
- 5. *Total compensation* means the cash and noncash dollar value earned by the executive during the recipient's or subrecipient's preceding fiscal year and includes the following (for more information see 17 C.F.R. § 229.402(c)(2)):
 - a. *Salary and bonus.*
 - b. *Awards of stock, stock options, and stock appreciation rights.* Use the dollar amount recognized for financial statement reporting purposes with respect to the fiscal year in accordance with the Statement of Financial Accounting Standards No. 123 (Revised 2004) (FAS 123R), Shared Based Payments.
 - c. *Earnings for services under non-equity incentive plans.* This does not include group life, health, hospitalization or medical reimbursement plans that do not discriminate in favor of executives, and are available generally to all salaried employees.
 - d. *Change in pension value.* This is the change in present value of defined benefit and actuarial pension plans.
 - e. *Above-market earnings on deferred compensation which is not tax-qualified.*
 - f. *Other compensation, if the aggregate value of all such other compensation (e.g. severance, termination payments, value of life insurance paid on behalf of the employee, perquisites or property) for the executive exceeds \$10,000.*

ATTACHMENT C

I. System for Award Management and Universal Identifier Requirements

- A. Requirement for Registration with the General Services Administration's System for Award Management. Unless you are exempted from this requirement under 2 CFR 25.110, you as the recipient must maintain the currency of your information in the CCR until you submit the final financial report required under this award or receive the final payment, whichever is later. This requires that you review and update the information at least annually after the initial registration, and more frequently if required by changes in your information or another award term.
- B. Requirement for Data Universal Numbering System (DUNS) Numbers.
The Grantee must have a Dun & Bradstreet Universal Numbering System (DUNS) number in order to apply for, receive, and report on a Federal award.
- C. Definitions. For purposes of this award term:
 1. System for Award Management (SAM) means the Federal repository into which an entity must provide information required for the conduct of business as a recipient. Additional information about registration procedures may be found at the SAM Internet site (currently at <http://www.sam.gov>).
 2. Data Universal Numbering System (DUNS) number means the nine-digit number established and assigned by Dun and Bradstreet, Inc. (D & B) to uniquely identify business entities. A DUNS number may be obtained from D & B by telephone (currently 866-705-5711) or the Internet (currently at <http://fedgov.dnb.com/webform>).
 3. Entity, as it is used in this award term, means all of the following, as defined at 2 CFR part 25, subpart C:
 - a. A Governmental organization, which is a State, local government, or Indian Tribe;
 - b. A foreign public entity;
 - c. A domestic or foreign nonprofit organization;
 - d. A domestic or foreign for-profit organization; and
 - e. A Federal agency, but only as a subrecipient under an award or subaward to a non-Federal entity.
 4. Subaward:
 - a. This term means a legal instrument to provide support for the performance of any portion of the substantive project or program for which you received this award and that you as the recipient award to an eligible subrecipient.
 - b. The term does not include your procurement of property and services needed to carry out the project or program.
 - c. A subaward may be provided through any legal agreement, including an agreement that you consider a contract.

PO Box 281

Warrenton, NC 27589-

RURAL DEVELOPMENT, USDA

P.O. Box 8

Winton, NC 27986

This is to certify that the _____ Town of Warrenton
is in compliance with Federal, State, and Local requirements include the following:

- a. Compliance with special laws and regulations.
- b. Compliance with State Pollution Control or Environmental Protection Agency standards.
- c. Consistency with other development plans of the area.
- d. Compliance with State agency regulating water rights.
- e. Compliance with Civil Rights Act of 1964.
- f. Compliance with Title IX of the Education Amendments of 1972.
- g. Compliance with Section 504 of the Rehabilitation Act of 1973.
- h. Compliance with Age Discrimination Act of 1975.
- i. Compliance with A-133 audit requirements.

BY: _____
Walter M. Gardner, Jr., Mayor

6/13/2022

Date

TOWN OF WARRENTON

I certify the following names as being all the Commissioners of the Town of Warrenton, a North Carolina Body Politic. This certification is made this 13th day of June 2022.

Commissioner	Term Expiration
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Robert F. Davie, Jr., Town Clerk
June 13, 2022

Seal:

Annual Amortization Factor & Amortization Schedule Calculator

Town of Warrenton 3 PW Vehicles (Estimate)

\$	69,500.00	Loan Amount	**Disclaimer - Please note that the breakdown of principal and interest payments shown are an estimate only and don't account for leap years. Actual amounts are dependent upon the actual date of application of payment. Interest accrues daily from one payment to the next.
	2.500%	Interest Rate (entered as a percentage i.e. 3.625%)	
	7	Term	
	0	# of Years of Principal Deferral (Select from drop-down)	
	7	Amortization Period	
	1	Payments per Year	
	157.50	Amortization Factor	
\$	10,947.00	Payment	
	10/1/2022	Date of Loan Closing	Balance

		<i>Interest</i>	<i>Principal</i>		
				\$	69,500.00
Payment				\$	
	10/1/2023	\$ 1,737.50	\$ 9,209.50	\$	60,290.50
	10/1/2024	\$ 1,511.39	\$ 9,435.61	\$	50,854.89
	10/1/2025	\$ 1,271.37	\$ 9,675.63	\$	41,179.26
	10/1/2026	\$ 1,029.48	\$ 9,917.52	\$	31,261.75
	10/1/2027	\$ 781.54	\$ 10,165.46	\$	21,096.29
	10/1/2028	\$ 528.85	\$ 10,418.15	\$	10,678.14
	10/1/2029	\$ 266.95	\$ 10,680.05	\$	(1.90)
	10/1/2030	\$ -	\$ -	\$	-
	10/1/2031	\$ -	\$ -	\$	-
	10/1/2032	\$ -	\$ -	\$	-
	10/1/2033	\$ -	\$ -	\$	-
	10/1/2034	\$ -	\$ -	\$	-
	10/1/2035	\$ -	\$ -	\$	-
	10/1/2036	\$ -	\$ -	\$	-
	10/1/2037	\$ -	\$ -	\$	-
	10/1/2038	\$ -	\$ -	\$	-
	10/1/2039	\$ -	\$ -	\$	-
	10/1/2040	\$ -	\$ -	\$	-
	10/1/2041	\$ -	\$ -	\$	-
	10/1/2042	\$ -	\$ -	\$	-
	10/1/2043	\$ -	\$ -	\$	-
	10/1/2044	\$ -	\$ -	\$	-
	10/1/2045	\$ -	\$ -	\$	-
	10/1/2046	\$ -	\$ -	\$	-
	10/1/2047	\$ -	\$ -	\$	-
	10/1/2048	\$ -	\$ -	\$	-
	10/1/2049	\$ -	\$ -	\$	-
	10/1/2050	\$ -	\$ -	\$	-
	10/1/2051	\$ -	\$ -	\$	-
	10/1/2052	\$ -	\$ -	\$	-
	10/1/2053	\$ -	\$ -	\$	-
	10/1/2054	\$ -	\$ -	\$	-
	10/1/2055	\$ -	\$ -	\$	-
	10/1/2056	\$ -	\$ -	\$	-
	10/1/2057	\$ -	\$ -	\$	-
	10/1/2058	\$ -	\$ -	\$	-
	10/1/2059	\$ -	\$ -	\$	-
	10/1/2060	\$ -	\$ -	\$	-
	10/1/2061	\$ -	\$ -	\$	-

Warrenton Budget Amendments

Date:

6/13/2022

Number:

#17

Purpose of Amendment:

The purpose of this budget amendment is to replace use of ARP funds for the Frontier Warren budget of FY 2022.

Fund Name:

Frontier Warren

Revenue

Account Title/Number:	Increase Amount	Decrease Amount
Approp Fund Bal/34-395-396	14,000	

Subtotal	14,000	-
Total	14,000	
Grand Total	-	

Expenditure

Account Title/Number:	Increase Amount	Decrease Amount
Lights/Heat/34-405-250	360	
Internet/34-405-251	282	
Bldg Maint/Clean/34-405-255	13,358	

Subtotal	14,000	-
Total	14,000	

Warrenton Budget Amendments

Date:

6/13/2022

 Number:

#18

Purpose of Amendment:

The purpose of this budget amendment is to cover increased fuel costs for the Police Department in the remaining portion of FY 2022.
--

Fund Name:

Police Department

Revenue

Account Title/Number:	Increase Amount	Decrease Amount
Approp Fund Bal/37-395-396	5,000	
Subtotal	5,000	-
Total	5,000	
Grand Total	-	

Expenditure

Account Title/Number:	Increase Amount	Decrease Amount
Fuel/37-501-252	5,000	
Subtotal	5,000	-
Total	5,000	
Grand Total	-	



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

Recommendation to Appoint Kate Pozen to Historic District Commission

- Preservation Warrenton would like to recommend Kate Pozen to replace Audrey Tippet on the Historic District Commission. Ms. Pozen is a resident of Warrenton, living at the corner of E. Franklin and S. Bragg Streets. She is the daughter of Janet Coleman of Inez, NC. By Warrenton’s ordinances, this position on the Historic District Commission is a recommendation by Preservation Warrenton.
- Her services are needed immediately at the next scheduled meeting of the Historic District Commission on June 27, 2022.



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

P.O. Box 281
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Recommendation to Appoint Bobby Tippett to Board of Adjustments

- Staff would like to recommend Bobby Tippett to replace Robert Alston on the Zoning Board of Adjustments. Mr. Alston has not attended the prior six meetings as a board member.
- It is very difficult to regularly achieve a quorum for this particular board due to a variety of issues with board members. Zoom is required for each meeting as two of the board members can only participate remotely.
- Bobby Tippett is available during the day when these meetings typically take place and is a reliable citizen. Furthermore Bobby Tippett is involved in and competent in matters of real estate, a skill set important to the Board of Adjustments.
- His services are needed immediately at a scheduled meeting of the Board of Adjustments on June 23, 2022.

TOWN OF WARRENTON

'Historically Great - Progressively Strong'

P. O. Box 281

Warrenton, NC 27589-0281

PHONE (252) 257-3315 FAX (252) 257-9219

www.warrenton.nc.gov

STATEMENT OF INTEREST TO SERVE

If you are a Town of Warrenton or Warren County resident and would like to be appointed or volunteer your time and expertise to your community, please complete and return to:

Warrenton Board of Commissioners
c/o Town Administrator
P O Box 281
Warrenton, NC 27589

Please list in order of preference the Boards and Commissions for which you would be willing to serve:

1. Zoning Board of Adjustment
2. _____
3. _____
4. _____

Your full name: Robert C. Tippett

Date of Birth: 7-1-53 Sex M Race white

Mailing Street Address: 206 Halifax St.

City and Zip Code _____

Home Phone _____ Work Phone 257-1500 Cell Phone 213-7153

Job Title Broker/Owner

Company or Agency Benton Real Estate

Email Address atiprealtor@yahoo.com

Are you a full time resident of the Town of Warrenton YES NO

Educational Background

Name of High School Attended Henderson High School

Name of College Attended Elon College

Degree Received BA in Business Adm.

Please list any military experience and rank when discharged N/A

If you are presently serving or have previously served as an elected or appointed official, please explain: No

Please list all past employers and volunteer experience you have had which may be beneficial in evaluating your qualifications. **Please feel free to attach a resume if so desired.**

Work Experience 22 years Harriet and Henderson Yarns HR Manager
12 years Dot's Hallmark Shop Owner
18 years Benton Real Estate Broker

Volunteer Experience Henderson Kiwanis Club

How did you become aware of Town of Warrenton volunteer or appointment opportunities? (Please circle appropriate response)

Newspaper Current Town of Warrenton Volunteer Web Site Staff Other

If other, please explain _____

I affirm that the above statements are true and if appointed, I will serve to the best of my ability.

Signature Robert C. Tippett

Date 5-19-22



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
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ARP Funding Request for Battle Avenue Storm Water

Issue

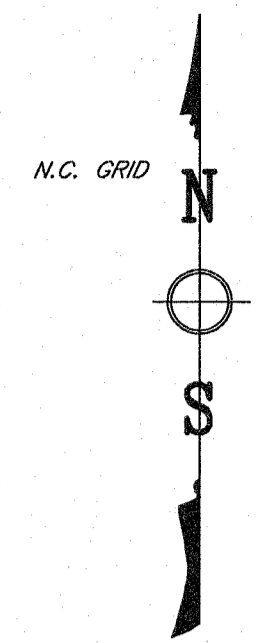
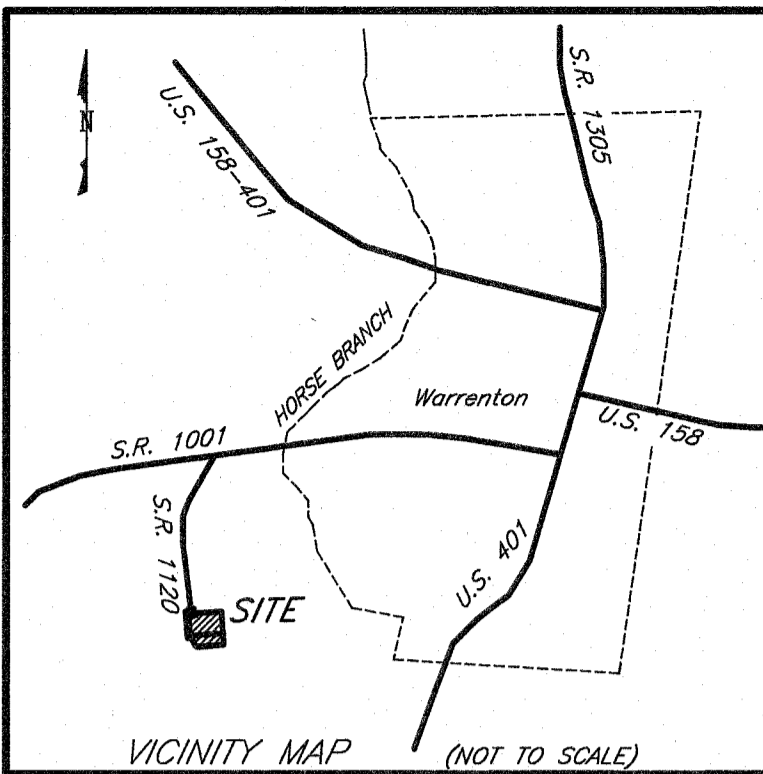
Storm water runoff along Battle Avenue where it nears S. Main Street has been a long-standing issue with homeowners, particularly the Retzlaff family whose basement has flooded numerous times in the past several years. The flooding is caused by a buildup of plant material, primarily bamboo, which prohibits the natural flow of the water through the landscape and results in ponding in the back yard and flooding in the basement of the Retzlaff's home. The Retzlaff family has been very patient while the town has searched for a solution and the funding to pay for it. Surrounding property owners, with the exception of Mr. Layne, have all executed easement paperwork for Town to access and address areas on their properties.

Current Request

\$1000 for Town's engineering firm to complete a request to review the watershed from the Division of Water Resources at the State. Mr. Michael Layne has requested that the Town engage the State to determine if a temporary stream exists in the area of the proposed work.

Future Request

An estimated \$25,000 in additional ARP Funding will be needed to clear the area of plant material blocking the flow of water, and for straightening out the flow area so that water moves through in an easier manner. Estimate has been provided by Jimmy Harris.



JOYCE B. HINTON and ANGIE BLAND DEED BOOK 320 PAGE 294 LOT 4, CARTER L. BLAND SUBDIVISION SEE NON-RECORDED MAP FROM L.E. STEGALL, P.L.S. DATED JULY 14, 1979

BOYD'S FUNERAL SERVICE, INC. DEED BOOK 845 PAGE 526 PLAT CABINET 1 SLIDE 256 PLAT 18 See Drawing No. 00207-A SEE ALSO PLAT BOOK 15 PAGE 73

LEGEND table listing symbols for E.I.S., E.I.P., N.I.S., N.I.P., R.R.S., E.C.M., P.K., EX.I.S., I.S., T.P., P.P., C.L.F., R, R, Lc, C.P., G.P., GUY, F.H., W.M., S.M.H., S.C.O., M.L.P., C.L.F.

Note: The property shown hereon was surveyed without the benefit of a title report and does not necessarily reflect all encumbrances or important matters of title which a thorough title examination might disclose.

HARRIS INVESTMENTS, INC. and GCLA, LLC DEED BOOK 1015, PAGE 521

Note: See Zoning Board of Adjustment Minutes and Permit # dated

This plat has been reviewed by the Town of Warrenton, NC, for zoning ordinance compliance and is hereby approved for recording.

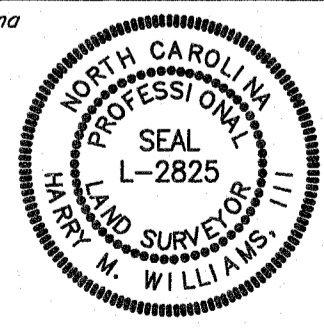
Date Town Administrator

State of North Carolina County of Warren I, Review Officer of Warren County, certify that the map or plat to which this certification is affixed meets all statutory requirements for recording.

Date Review Officer

I, HARRY M. WILLIAMS, III, professional land surveyor no. L-2825, certify that this plat is of a survey that creates a subdivision of land within the area of a county or municipality that has an ordinance that regulates parcels of land.

I, HARRY M. WILLIAMS, III, certify that this plat was drawn under my supervision from (an actual survey made under my supervision) (deed description recorded in Book 1015, page 521, etc.) (other) that the ratio of precision as calculated by latitude and departures is 1/15,000, that the boundaries not surveyed are shown as broken lines plotted from information found in Book, page; that this plat was prepared in accordance with G.S. 47-30 as amended. Witness my original signature, registration number and seal this 16th day of May, A.D., 2022.



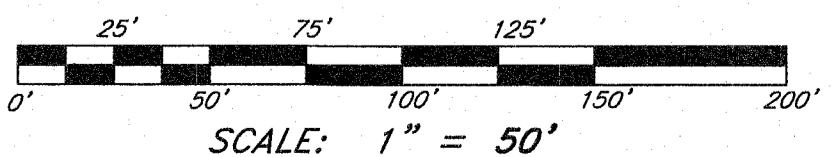
NORTH CAROLINA WARREN COUNTY This instrument was presented for registration and recorded in Plat Cabinet, Slide, Plat at, 20, at M.

Register of Deeds By Deputy Reg. of Deeds

Recorded in Plat Cabinet, Slide, Plat

NOTE: DOCUMENTATION RELATIVE TO LOCATIONS OF SUB-SURFACE INFRASTRUCTURE NOT PROVIDED.

NOTE: NOT ALL IMPROVEMENTS LOCATED THIS DATE. NOTE: ALL POINTS ARE N.I.S., UNLESS OTHERWISE DENOTED. NOTE: THIS PLAT IS SUBJECT TO ALL EASEMENTS, AGREEMENTS, AND RIGHTS-OF-WAY OF RECORD PRIOR TO THE DATE OF THIS PLAT. NOTE: ALL DISTANCES SHOWN ON THIS PLAT ARE HORIZONTAL GROUND DISTANCES, UNLESS OTHERWISE DESIGNATED. NOTE: ALL AREAS ARE COMPUTED BY COORDINATE METHOD.



HARRIS INVESTMENTS, INC. and GCLA, LLC DEED BOOK 1015 PAGE 521

1.708 ACRES 74,413 SQ. FT. PROPOSED TO BE RE-ZONED & SETBACKS TO BE DETERMINED

1.745 ACRES 76,018 SQ. FT.

HARRIS INVESTMENTS, INC. and GCLA, LLC DEED BOOK 1015 PAGE 521

3.569 ACRES TOTAL 155,465 SQ. FT. TOTAL INCLUSIVE OF AREA IN PRIVATE ACCESS EASEMENT

HARRIS INVESTMENTS, INC. and GCLA, LLC DEED BOOK 1015 PAGE 521

LINE TABLE with columns: LINE, BEARING, LENGTH, and description of line connections.

FINAL PLAT

Survey and mapping information for Harris Investments, Inc. & GCLA, LLC. Includes date (March 29, 2022), county (Warren), and drawing number (02122-A).