



TOWN COUNCIL REGULAR MEETING

21 Main Street

Tuesday, February 10, 2026 at 9:00 AM

AGENDA

Possible additions to the agenda and related materials are not set forth herein.

Times set forth are approximate and may be adjusted as necessary.

I. WORKSESSION - 9:00 AM

- A. Closed Session- Legal Updates
- B. Dark Skies Presentation
- C. Planning Commission Update
- D. Post-Emergency Update: Winter Storm Fern
- E. Ordinance Update Discussion: Town Code § 14-5 (Disposition of Snow, Ice, etc.)
- F. Agenda Review

II. REGULAR MEETING - 6:30 PM

- A. INVOCATION.
- B. PLEDGE OF ALLEGIANCE.
- C. PROCLAMATIONS AND RECOGNITIONS.
- D. CITIZEN'S TIME.
- E. APPROVAL OF THE AGENDA.
- F. PUBLIC HEARINGS.
 - a. A Public Hearing to Appropriate Virginia Department of Conservation and Recreation Grant Funding

G. CONSENT AGENDA.

- a. Quarterly Reports
- b. LBBCA Appointment of Ms. Chelsea M. Greer.
- c. Confirmation - Local State of Emergency Declaration

d. A resolution to amend the fiscal year 2026 adopted budget to appropriate \$153,064 to fund the former town manager's leave pay out, the Interim Town Manager position, and an executive search firm for the recruitment of a permanent Town Manager.

H. NEW BUSINESS.

I. UNFINISHED BUSINESS.

J. TOWN ATTORNEY'S REPORT.

K. TOWN MANAGER'S REPORT

L. COUNCILMEMBERS TIME.

M. ADJOURNMENT.



Office of the Town Manager
Christopher E. Martino

Item A.

STAFF REPORT

Warrenton Town Council
Carter Nevill, Mayor
Roy Francis, Ward 1
William Semple, Ward 2
Larry Kovalik, Ward 3
Michele O'Halloran, Ward 4
Eric Gagnon, Ward 5
Paul Mooney, At Large
David McGuire, At Large

Council Meeting Date:	February 10 th , 2026.
Agenda Title:	Closed Session- Legal Updates
Requested Action:	Enter into closed session to meet with the Town Attorney
Department / Agency Lead:	Town Attorney
Staff Lead:	Town Attorney, Mr. Philip Strother

EXECUTIVE SUMMARY

The Town Attorney has requested a closed session to provide an update to the Town Council on active legal items within the Town. The closed session motion will be uploaded when available.

BACKGROUND

Mr. Philip Strother was appointed as the Town Attorney for a period of 90 days at the January 13th, 2026, Regular Town Council meeting.

STAFF RECOMMENDATION

Enter into Closed session to hear from the Town Attorney.

Service Level/Collaborative Impact

These items affect a wide variety of departments and require collaboration of the Town Attorney, Town Staff, and Town Council.

Policy Direction/Warrenton Plan 2040

These items will impact policy and work towards the Council's goals outlined in Warrenton Plan 2040.

Fiscal Impact

A fiscal impact has not been completed for this item.

Legal Impact

Legal impact will vary based on the resolution. Please see the motion for consideration.

ATTACHMENTS

- 1.
- 2.
- 3.



Motion for Convening a Closed Session

Council Meeting Date:

I move that the Council convene in closed session to discuss the following:

- As permitted by Virginia Code § 2.2-3711 (A)(1), a personnel matter involving:
 - Discussion, consideration or interviews of prospective candidates for employment or appointment; OR
 - assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of the Town; specifically dealing with _____ [Give department, job title(s), or job category].
- As permitted by Virginia Code § 2.2-3711 (A)(3), a matter involving:
 - discussion or consideration of the acquisition of real property for a public purpose; OR
 - disposition of publicly held real property
 specifically involving _____ [Give location of property], because discussion in an open meeting would adversely affect the City's bargaining position or negotiating strategy.
- As permitted by Virginia Code § 2.2-3711 (A)(4), a matter requiring the protection of the privacy of individuals in personal matters not involving the public business.
- As permitted by Virginia Code § 2.2-3711 (A)(7), consultation with legal counsel or briefing by staff members or consultants pertaining to:
 - probable litigation involving _____ [Give subject]; OR
 - the pending case of Cross v. Town of Warrenton; BZA 2025-3 Appeal; and MacDonald v. Town of Warrenton,
 where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the City.
- As permitted by Virginia Code § 2.2-3711 (A)(8), consultation with legal counsel regarding specific legal matters requiring the provision of legal advice by such counsel, relating to _____ [Give nature of matter].
- As permitted by Virginia Code § 2.2-3711 (A)(29), discussion of the award of a public contract for _____ [Give nature of the contract] involving the expenditure of public funds, including interviews of bidders or offerors, and discussion of the terms or scope of such contract, where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the City Council.
- As permitted by Virginia Code § _____, a matter involving:

_____.

[IDENTIFY THE APPLICABLE PARAGRAPH OF § 2.2-3711(A) OR OTHER LAW AND GIVE THE SUBJECT MATTER AND PURPOSE FOR THE CLOSED SESSION.]

Votes:

Ayes:

Nays:

Absent from Vote: None

CERTIFICATION MOTION AFTER RECONVENING IN PUBLIC SESSION:
(requires a recorded roll call vote)

I move that the Council certify that, in the closed session just concluded, nothing was discussed except the matter or matters (1) specifically identified in the motion to convene in closed session and (2) lawfully permitted to be discussed in a closed session under the provisions of the Virginia Freedom of Information Act as cited in that motion.

Votes:

Ayes:

Nays:

Absent from Vote: None

For Information:

Town Clerk

Effective date:

Stephen Clough, Town Recorder



Office of the Town Manager
Christopher E. Martino

Item B.

STAFF REPORT

Warrenton Town Council
Carter Nevill, Mayor
Roy Francis, Ward 1
William Semple, Ward 2
Larry Kovalik, Ward 3
Michele O'Halloran, Ward 4
Eric Gagnon, Ward 5
Paul Mooney, At Large
David McGuire, At Large

Council Meeting Date:	February 10 th , 2026
Agenda Title:	Dark Skies Presentation
Requested Action:	Receive the Information
Department / Agency Lead:	Town Council, Mr. Larry Kovalik (Ward 3)
Staff Lead:	None

EXECUTIVE SUMMARY

Mr. Torney Van Acker from the Rappahannock League for Environmental Protection will offer the Council a Dark Skies presentation.

BACKGROUND

The preservation of dark skies is a core environmental priority for Rappahannock County, championed significantly by the Rappahannock League for Environmental Protection (RLEP) and advocates like Torney Van Acker. This initiative focuses on mitigating light pollution—the excessive or misdirected artificial light that obscures the night sky. Beyond simply protecting the aesthetic beauty of the Milky Way, dark sky preservation is critical for maintaining the county's rural character, protecting nocturnal wildlife habitats, and supporting human health by preserving natural circadian rhythms. Through community education and the promotion of "smart" lighting practices, the RLEP seeks to ensure that the night sky remains a protected natural resource for the benefit of all residents and the local ecosystem.

<http://www.savingdarks skies.com/>

STAFF RECOMMENDATION

Receive the information from the presentation.

Service Level/Collaborative Impact

This item has been requested by Councilmen Kovalik.

Policy Direction/Warrenton Plan 2040

The presentation does not directly apply to current policy direction or Warrenton Plan 2040.

Fiscal Impact

A fiscal impact analysis has not been completed for this item. A presentation does not impact the budget unless actions are taken by the Council.

Legal Impact

A legal impact analysis has not been conducted.

ATTACHMENTS

- 1.
- 2.
- 3.

Components of an Outdoor Lighting Ordinance

Content Source: Template from DarkSky International

<https://darksky.org/darksky-policy-templates/>

Background

Item B.

- Objective
 - Provide a template of outdoor lighting requirements for any county or jurisdiction seeking to implement a responsible outdoor lighting ordinance
- Content
 - Specifies requirements that work together to meet the 'Five Principles for Responsible Outdoor Lighting' co-authored by DarkSky International and the Illuminating Engineering Society
 - Allows tailoring to reflect local situations
 - Includes narratives explaining why a topic is being addressed as well as optional requirements or choices

Five Principles for Responsible Outdoor Lighting

Item B.

- Useful
 - Use light only if it is needed
- Targeted
 - Direct light so it falls only where it is needed
- Light Levels
 - Light should be no brighter than necessary
- Controlled
 - Use light only when it is needed
- Warm-Colored
 - Use warmer colored lights where possible

Purposes of the Ordinance

Item B.

- Protect the health and welfare of all residents
- Enhance the character and quality of life
- Prevent inappropriate or poorly installed lighting
- Reduce lighting conflicts between property owners
- Preserve the naturally dark sky for the benefit of residents, visitors, wildlife, and the environment

Applicability

Item B.

- All sources of outdoor lighting installed or replaced within the jurisdiction
 - Newly permitted development and construction projects involving dwellings, roadways, public right-of-way, buildings, facilities, properties, landscapes, parking lots, hardscapes, non-habitable structures, and monuments
- Existing outdoor lighting lawfully installed prior to the adoption date of the ordinance that does not meet the requirements is considered legal and repairable but non-conforming. All non-conforming lighting may continue to be used until one of the following occurs:
 - Light constitutes a public safety hazard or is a nuisance
 - When a property is re-zoned for a new land use

Exemptions

Item B.

- **Lawful**: Lighting mandated by a legal jurisdiction with broader authority than the county
 - FAA, DoT, OSHA
- **Safety**: Lighting installed for public safety
- **Historic**: Lighting replicating historical character and lighting effect protected by historical registration
- **Permitted**: Temporary lighting approved by permit for special events, festivals, and community benefit, provided the permitted lighting still meets light trespass requirements
- **Seasonal**: Lighting used during specific times of year

Prohibitions

Item B.

- Lighting must not interfere with the safe movement of motor vehicles
 - Any lighting that distracts or disables the vision of a motor vehicle operator (e.g., excessively bright or rapid blinking, flashing, and/or motion video) or contributes to traffic control confusion (e.g., sources resembling or imitating traffic or railroad signals) is prohibited
- Beacons and searchlights, except for emergency use by authorized first responders

Definitions

Item B.

- Provides definitions to key terms used in the ordinance
 - Light fixture
 - Lamp
 - Fully shielded
 - Directionally shielded
 - Illuminance
 - Correlated Color Temperature (CCT)

General Performance Requirements

Item B.

- **Legal**: All outdoor lighting installations shall comply with federal and state law; county codes; applicable energy and building codes; product safety labeling; the requirements of this ordinance
- **Light Level**: Lighting installed for outdoor use shall not exceed 125% of the light level recommended by the applicable standard
- **Distribution**: Light fixtures emitting more than 1000 lumens shall be fully shielded and shall emit no more than 5% of their total light output above 80 degrees from nadir
- **Height**: Mounting height shall not exceed 25 feet

General Performance Requirements

Item B.

- **Trespass**: Light trespass onto residential use property shall measure no greater than 1 lux (0.1 fc)
- **Curfew**: Non-essential outdoor lighting, including but not limited to landscape and decorative lighting elements, shall be dimmed or extinguished during night time hours
- **Controls**: Lighting activated by motion detection shall automatically turn off or return to their dimmed state no more than 15 minutes after activity is no longer detected
- **Spectrum**: The maximum allowable correlated color temperature (CCT) is 3000K (2700K is preferred) unless a public safety need is documented

Case-Specific Requirements

Item B.

- Residential Use
 - Includes a table of per-dwelling lumen allowance as a function of effective property size and declared lighting zone
 - Directed at multi-family units, apartment buildings
- Non-Residential Use
 - Increases lumen exemption limit from 1000 to 3000 lumens
 - Increases allowed light trespass from 1 lux to 3 lux
- Sports Lighting
 - Relaxes various general performance requirements

Administrative Requirements

Item B.

- Permit Application
 - **Submittal**: Whenever a building permit is applied for, an outdoor lighting plan must be submitted along with a compliance statement
 - **Review**: Lighting plan and compliance statement shall be subject to review & approval by the zoning administrator
- Enforcement
 - **Enforcement**: Zoning administrator shall be responsible to implement, administer, and enforce this ordinance, including investigations of alleged violation
 - **Penalty**: Any property owner not meeting the requirements of this ordinance shall be in violation and shall be issued a notice and administrative citation as provided by the municipal code

Q & A



Community Development
Department

STAFF REPORT

Town Council Meeting Date:	January 13 th , 2026.
Agenda Title:	Planning Commission Update
Requested Action:	Informational Purposes
Staff Lead:	Rob Walton, Director of Community Development

EXECUTIVE SUMMARY

The Planning Commission did not meet in January, 2026. There is currently a vacancy on the Planning Commission.

Mr. Walton will provide an update on the Zoning Ordinance Update.

BACKGROUND

The Town website contains the agenda, meeting materials, and a video recording of the previous meetings.

STAFF RECOMMENDATION

For Informational Purposes.



Office of the Town Manager
Christopher Martino

Item D.

STAFF REPORT

Warrenton Town Council
Carter Nevill, Mayor
Roy Francis, Ward 1
William Semple, Ward 2
Larry Kovalik, Ward 3
Michele O'Halloran, Ward 4
Eric Gagnon, Ward 5
Paul Mooney, At Large
David McGuire, At Large

Council Meeting Date:	February 10 th , 2026
Agenda Title:	Post-Emergency Update: Winter Storm Fern
Requested Action:	Receive the Information
Department / Agency Lead:	Office of Emergency Management
Staff Lead:	Johnny Switzer, Emergency Management Coordinator

EXECUTIVE SUMMARY

Winter Storm Fern was a significant snow and ice event that impacted the Town of Warrenton from January 24 through February 4, 2026. Characterized by heavy snowfall, significant icing, and a subsequent week-long "deep freeze," the storm necessitated the declaration of a Local State of Emergency on January 22, 2026. This report outlines the proactive measures taken by Town staff, the effectiveness of the emergency response, and the ongoing recovery efforts.

Overall, the Town successfully maintained essential services, though the severity of icing and subfreezing temperatures created unprecedented challenges for secondary road clearance and pedestrian accessibility; however, **the strategic acquisition of heavy equipment in the FY26 budget proved to be the decisive factor in the Town's ability to clear primary routes and manage the "snow-crete" conditions.**

CRITICAL INFRASTRUCTURE ACQUISITION

The FY26 purchase of the Wheel Loader and specialized snowplow attachment was the cornerstone of the Storm Fern response. Prior to this fiscal year, the Town had been unable to secure a dedicated loader since the last unit was sold in 1994. For over three decades, staff relied on smaller, less capable equipment.

Without this machine, the response to Storm Fern would not have reached the level of effectiveness seen in previous years. Standard plows were ineffective against the 6+ inches of sleet and "snow-crete."

The loader allowed Public Works to physically break, lift, and remove massive ice accumulations that would have otherwise remained on the roadway for the duration of the 150-hour deep freeze.

BACKGROUND

On January 22, 2026, the Interim Town Manager, Christopher Martino, in coordination with the Emergency Management Coordinator, Johnny Switzer, declared a Local State of Emergency under Virginia Code § 44-146.21 in anticipation of Winter Storm Ferm.

The Event: The storm began late Saturday, January 24, delivering a mix of snow and sleet. On Sunday, January 25, the region experienced up to 6+ inches of sleet, the highest total in decades, followed by a record-breaking 150+ consecutive hours of subfreezing temperatures.

Impact: The storm caused significant power outages across the Commonwealth and led to a spike in wholesale electricity prices. In Warrenton, the primary challenge shifted from snow removal to managing "snow-crete" (solid-bonded ice on pavement and snowpack) during the deep freeze.

THE VIRGINIA PUBLIC ASSISTANCE (PA) PROCESS

To recover costs through VDEM, the Town must adhere to a strict federal and state regulatory framework:

Step 1: Damage Survey Reports: VDEM and Town staff conduct joint site inspections to validate the scope of work and cost estimates for each damaged site.

Step 2: Eligibility Determination: VDEM categorizes work into Emergency Work (debris removal/life safety) and Permanent Work (restoration of infrastructure like roads and water systems).

Step 3: Cost Sharing: The PA program typically operates on a cost-share basis. Usually, the State government covers 60%–75% of eligible costs, significantly reducing the burden on the Town's general fund.

Step 4: Documentation: Every hour of staff labor and every piece of equipment used must be meticulously logged to ensure reimbursement compliance.

STAFF RECOMMENDATION

Staff recommend the Town Council:

1. **Accept** the Emergency Management Update regarding Winter Storm Ferm and formally confirm the Declaration of a Local State of Emergency issued on January 22, 2026.
2. **Direct** staff to develop a fiscal analysis of Winter Storm Ferm for the March meeting, outlining the budgetary impact of the emergency response and specifying the supplemental appropriations required to reconcile FY26 overtime and operational expenditures.
3. **Recognize** the critical role that the FY26 and all future internal staff and capital asset investments play in maintaining public safety during a historic weather event.

Service Level/Collaborative Impact

The response demonstrated high levels of inter-agency cooperation:

- **Public Works:** Activated Snow Emergency Routes 12 hours in advance. Crews worked 24-hour rotations; however, the transition to ice on January 25 limited the effectiveness of standard plows. **The deployment of the new FY26 Wheel Loader was essential;** while the transition to ice on January 25 limited standard plows, the loader remained operational, clearing heavy ice blockages and ensuring primary emergency routes remained passable for first responders.
- **Public Safety:** The Warrenton Police Department managed the calls for service related to wellness checks, stuck vehicles, and minor traffic incidents.
- **Emergency Management:** The Emergency Management Coordinator successfully provided leadership and overall situational awareness for the duration of the Local State of Emergency.
- **Community Support:** Warming centers were successfully operated at **Town Hall** and the **WARF**, providing refuge for residents without power.
- **Regional Coordination:** Staff remained in constant contact with the Virginia Department of Emergency Management, Fauquier County Government, Dominion Energy, Fauquier Health, and other regional partners to prioritize regional coordination.

Policy Direction/Warrenton Plan 2040

The response to Winter Storm Fern aligns with the core goals of **Plan Warrenton 2040:**

- **Public Facilities & Infrastructure:** The Town's ability to maintain utility uptime (water/sewer) during the deep freeze supports the 2040 plan's goal of providing resilient and reliable public services.
- **Environmental Stewardship:** Pre-treatment strategies were adjusted to minimize salt runoff while ensuring safety, adhering to the plan's focus on protecting local watersheds.
- **Safety & Wellness:** The activation of AlertWarrenton! and the community hotline fulfilled the plan's directive for enhanced community engagement and emergency transparency.

Legal & Fiscal Impact

Legal: All actions taken under the Local Emergency Declaration were consistent with Virginia *Emergency Services and Disaster Law*. The declaration allowed for the suspension of certain administrative procedures to expedite the procurement of emergency de-icing supplies.

Fiscal Impact: Preliminary estimates indicate approximately \$250,000 in preparation, response, and recovery costs from Winter Storm Fern. This includes:

- Personnel Expenses
- Contractor Support (Snow Removal)
- Materials (Salt/Sand/Supplies/Repairs/Equipment)

- Potential reimbursement from VDEM/FEMA is being explored, though the event may not meet the federal threshold for individual assistance.

Local State of Emergency: A local state of emergency was declared effective January 22, 2026, under Code of Virginia § 44-146.21. This declaration was legally required to activate emergency powers, streamline procurement for immediate repairs, and qualify the Town for state and federal financial assistance.

ATTACHMENTS

- A. Declaration of Local Emergency
- B. Termination of Local Emergency
- C. Snow Emergency Route Activation
- D. Press Release – Local Declaration of Emergency
- E. Press Release – Activation of EOP
- F. Winter Storm Fern – Presentation
- G. Resolution – Confirmation of Local Emergency



Christopher Martino
TOWN MANAGER
T (540) 347-1101
townmanager@warrentonva.gov

TOWN COUNCIL
Carter Nevill, Mayor
Paul Mooney
David McGuire
Roy Francis
William Semple II, Vice Mayor
Larry Kovalik
Michele O'Halloran
Eric Gagnon

Item D.

DECLARATION OF LOCAL EMERGENCY FOR THE TOWN OF WARRENTON

WHEREAS, the Town of Warrenton is facing an imminent threat from a significant winter storm system forecasted to impact the region beginning Saturday, January 24, 2026; and

WHEREAS, the National Weather Service indicates high confidence in a major winter event, with a 60-80% probability of at least 4 inches of snow and a 50-75% probability of accumulations exceeding 8 inches, followed by a prolonged Arctic air mass with temperatures remaining below freezing for several days; and

WHEREAS, I, Christopher Martino, as Interim Town Manager for the Town of Warrenton, find that the impending winter storm, the potential for hazardous travel, and the threat of loss or interruption of vital Town services—including public safety, water, sewer, and transportation—constitutes a situation of sufficient severity and magnitude to warrant coordinated local government action to prevent or alleviate potential damage, loss, hardship, or suffering; and

WHEREAS, Chapter 20 of the Town of Warrenton Code of Ordinances addresses emergency management and disaster preparedness, specifically including Sec. 20-5 regarding the declaration of emergencies; and

NOW, THEREFORE, IT IS HEREBY PROCLAIMED on this 21st day of January 2026, to be **effective at 8:00 AM on January 22, 2026**, to allow residents and Town staff sufficient time to prepare for impending conditions, that a state of local emergency shall exist throughout the Town of Warrenton, Virginia; and

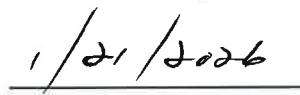
BE IT FURTHER PROCLAIMED that acting as Director of Emergency Management, I, Christopher Martino, exercise the authority given to me under Code of Virginia § 44-146.21 and the Town of Warrenton Code of Ordinances, Chapter 20, Section 5, to declare this local state of emergency, which shall remain in effect until rescinded or terminated by a subsequent order; and

BE IT YET FURTHER PROCLAIMED that I shall present a resolution ratifying said declaration of local emergency at the next regular meeting of the Town of Warrenton Town Council, pursuant to Code of Virginia § 44-146.21 and the Town of Warrenton Code of Ordinances, Chapter 20, Section 5.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the Town of Warrenton to be affixed this 21st day of January, 2026.


Christopher Martino

Interim Town Manager


Date

EXPERIENCE



Christopher Martino
TOWN MANAGER
T (540) 347-1101
townmanager@warrentonva.gov

TOWN COUNCIL
H.E. Carter Nevill, Mayor
Paul W. Mooney
David A. McGuire
Roy Francis
William T. Semple II
Larry Kovalik
Michele O'Halloran
Eric F. Gagnon

Item D.

TERMINATION OF LOCAL STATE OF EMERGENCY FOR THE TOWN OF WARRENTON, VA

WHEREAS, the Town of Warrenton was significantly impacted by the severe weather conditions and heavy accumulation of snow associated with **Winter Storm Fern**, beginning on or about January 24, 2026; and

WHEREAS, pursuant to § 44-146.21 of the Code of Virginia and the Warrenton Town Code, a **Local State of Emergency** was declared on January 22, 2025, to facilitate the mobilization of resources, activate emergency response protocols, and engage private contractors for snow removal and community assistance; and

WHEREAS, the Town's Public Works Department, in coordination with private vendors and community partners, has successfully completed the clearing of primary roadways, neighborhood streets, and critical pedestrian facilities along main arterial snow emergency routes; and

WHEREAS, municipal services, including refuse and recycling collection, have returned to their normal schedules, and the immediate threat to public safety and property posed by the storm has been sufficiently mitigated; and

WHEREAS, the Coordinator of Emergency Management and Town staff have determined that the Town has entered the final stages of operational recovery and administrative reconciliation, and the extraordinary powers granted under the declaration are no longer required to maintain public order and safety.

NOW, THEREFORE, BE IT RESOLVED by the Town Manager of Warrenton, Virginia, this 4th day of February 2026, that:

1. **Termination of Emergency:** The Local State of Emergency declared in response to Winter Storm Fern is hereby terminated, effective today, **February 4, 2026, at 4:00 PM**.
2. **Transition to Normal Operations:** All emergency response plans and special authorities activated under said declaration are deactivated, and Town operations shall return to standard administrative protocols.
3. **Ongoing Recovery:** The termination of this declaration shall not affect the ongoing internal data review, cost reconciliation, or the completion of the After-Action Review (AAR) processes currently underway.

ADOPTED this 4th day of February 2026.

Christopher Martino

Date



TOWN OF WARRENTON

OFFICE OF EMERGENCY MANAGEMENT

21 Main Street | Warrenton, Virginia 20186

MAIN TELEPHONE (540) 347-1101

EM HOTLINE (540) 215-0054



Snow Emergency Route Activation

Issued: January 21, 2026, at 1:00 PM

Effective: Saturday, January 24, 2026, To Begin at 8:00 AM

The National Weather Service has issued a Winter Storm Threat for Saturday, January 24, through Sunday, January 25. Confidence is rapidly increasing for a significant and impactful winter storm across the region.

Pursuant to the provisions of Chapter 10, Article VI of the Town of Warrenton Code of Ordinances (specifically Sections 10-62 through 10-64), the Snow Emergency Routes are hereby declared activated on Saturday, January 24, 2026, at 8:00 AM. This order shall remain in effect for a duration of 72 hours or until revoked. This order activates all designated Snow Emergency Routes within the Town of Warrenton.

Parking Restrictions:

- Parking is strictly prohibited on all designated Snow Emergency Routes.
- Vehicles parked on Snow Emergency Routes during this Snow Emergency may be ticketed and towed at the owner's expense.

Designated Snow Emergency Routes

Alexandria Pike	East Lee Street	Main Street
Bear Wallow Road	East Shirley Avenue	Old Broadview Avenue
Blackwell Road	Falmouth Street	Waterloo Road
Broadview Avenue	Frost Avenue	Waterloo Street
Carriage House Lane (between West Shirley Avenue and Veterans Drive).	Keith Street	West Lee Street (between Culpeper Street and Keith Street)
Culpeper Street	Lee Highway	West Shirley Avenue
		Winchester Street

This Snow Emergency Route Activation Order will remain in effect for a duration of 72 hours or until revoked.

For updates on the Snow Event, please visit the Town of Warrenton website at
<https://www.warrentonva.gov>

Christopher Martino
Interim Town Manager



PRESS RELEASE

For Immediate Release: January 22, 2026

Town Of Warrenton Declares Local Emergency Ahead of Significant Winter Storm; Snow Emergency Routes Activated

WARRENTON, VA – In response to an impending significant winter storm, Interim Town Manager Christopher Martino has officially declared a **State of Local Emergency** for the Town of Warrenton, effective at **8:00 AM on Thursday, January 22, 2026**. This proactive measure is designed to allow residents, business owners, and Town staff sufficient time to prepare for hazardous conditions and to ensure the continuity of vital public services.

The National Weather Service (NWS) has advised of a possible **Moderate Winter Storm Threat** for the region, effective Saturday, January 24, through Sunday, January 25. Forecasters indicate rapidly increasing confidence in a major weather event.

- **Extreme Cold:** Following the snowfall, a prolonged Arctic air mass will settle into the area. Temperatures are expected to remain well below freezing for several days, creating a risk for refreezing and dangerous wind chills.

Pursuant to Chapter 10 of the Town Code, Christopher Martino has also ordered the activation of the **Snow Emergency Routes** effective **Saturday, January 24, 2026, at 8:00 AM**. This activation will remain in effect for 72 hours unless otherwise revoked.

To facilitate effective snow removal and ensure emergency vehicle access, **parking is strictly prohibited on all designated Snow Emergency Routes**. Vehicles remaining on these routes after 12:00 PM Saturday may be ticketed and towed at the owner's expense.

Designated Snow Emergency Routes

Alexandria Pike	East Lee Street	Main Street
Bear Wallow Road	East Shirley Avenue	Old Broadview Avenue
Blackwell Road	Falmouth Street	Waterloo Road
Broadview Avenue	Frost Avenue	Waterloo Street
Carriage House Lane (between West Shirley Avenue and Veterans Drive)	Keith Street	West Lee Street (between Culpeper Street and Keith Street)
Culpeper Street	Lee Highway	West Shirley Avenue
		Winchester Street

For press inquiries, please contact Lyndie Paul, Communications Manager at lpaul@warrentonva.gov.



Item D.

Town of Warrenton
21 Main Street
Warrenton, VA 20188
P (540) 347-1101
F (540) 349-2414

PRESS RELEASE

CONTACT:

Lyndie Paul
Communications Manager
lpaul@warrentonva.gov

FOR IMMEDIATE RELEASE:
January 24, 2026

Town of Warrenton Activates Emergency Operations Plan Ahead of Historic Winter Storm Fern

Warrenton, VA - The Town of Warrenton has officially activated its Emergency Operations Plan (EOP) in response to Winter Storm Fern, a confirmed historic weather event. With the National Weather Service (NWS) issuing a Winter Storm Warning effectively through Monday morning, we are urging residents to finalize all safety preparations immediately and are strongly encouraged to stay off the roads. The Town is moving to maximum readiness to ensure the safety of our residents and the continuity of our critical infrastructure.

Updated Triple-Phase Forecast

Residents should prepare for three distinct phases of hazardous weather:

- Phase 1 (Immediate): Extreme Cold. A Cold Weather Advisory is currently in effect. Residents are advised to limit outdoor exposure.
- Phase 2 (Saturday-Sunday): Heavy Snow & Ice. Light snow begins Saturday afternoon, turning heavy overnight. Sunday will see a transition to sleet and freezing rain.
 - Snowfall: 10 to 13 inches expected.
 - Ice: Up to 1/3" of accumulation, posing a severe risk for widespread power outages and downed trees.
- Phase 3 (Monday-Next Week): Historic Deep Freeze. Temperatures will remain below freezing. Wind chills are projected to plummet to -11°F by Monday night.

Town Operations & Public Safety

All Town departments are operating around the clock to manage storm conditions and maintain public safety. Crews have adjusted schedules and equipment to support continuous snow and ice removal, while emergency management staff are coordinating closely with essential personnel and community partners. Measures are in place to support critical infrastructure and maintain utility stability, and police patrols are actively monitoring road conditions to ensure public safety.

Snow Emergency Routes & Parking

Snow Emergency Routes are currently in effect as of today, Saturday, January 24th at 8:00 AM. All vehicles must be removed from designated Snow Emergency Routes by 12:00 PM. Vehicles remaining on these routes after the deadline may be towed to allow for essential snow clearing.

Non-Emergency Hotline

The Town has a non-emergency hotline ready for essential services or non-life-threatening support. Residents may call (540) 215-0054 (Option #4). Staff are triaging requests based on urgency. For any life-threatening emergencies, dial 911.

#

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Winter Storm Fern Preparation, Response & Recovery

Town Council Regular Meeting

February 10, 2026

Overview

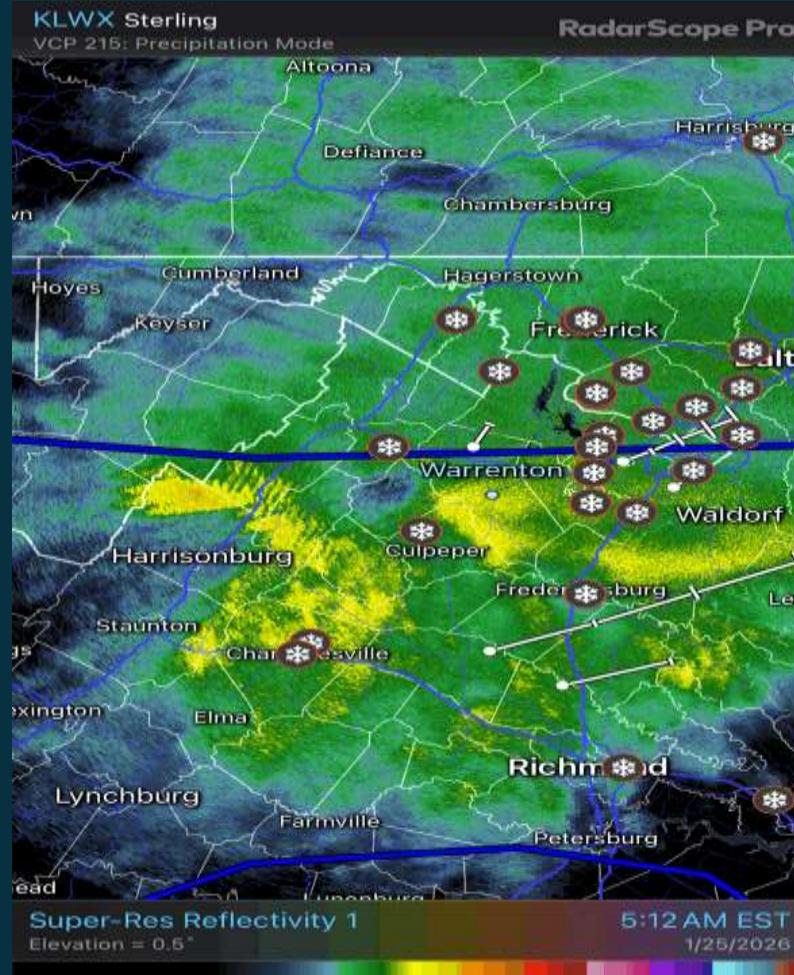
Winter Storm Fern: A Historic Impact

Event Duration: January 22 – February 4, 2026.

The Challenge: A three-phase "perfect storm" of extreme cold, heavy frozen precipitation, and a prolonged deep freeze.

The Goal: Preservation of life safety, maintenance of critical roads & infrastructure, and restoration of community mobility.

The Storm Profile



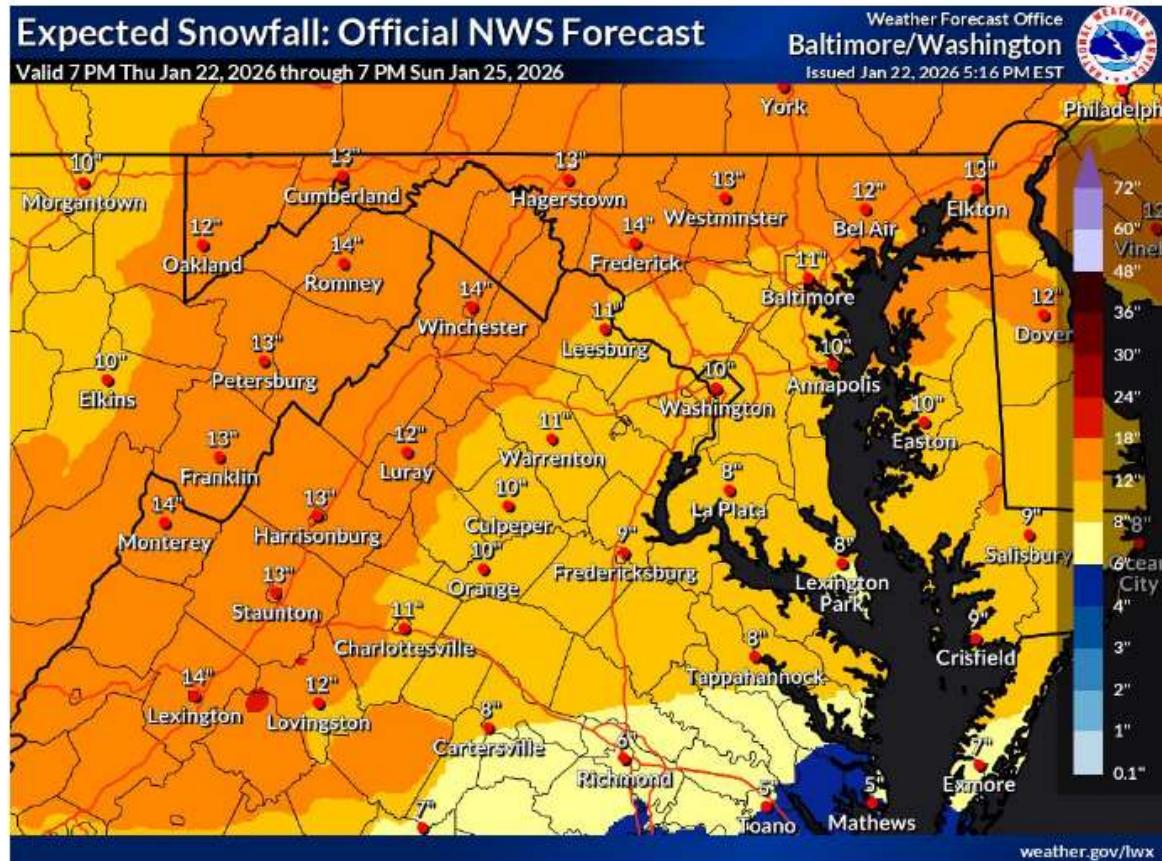


Expected & Range of Possible Snowfall

January 22, 2026
6:00 PM

Item D.

Expected Snow Forecast through 7 PM Sunday (most of the event)



Forecast snow amounts remain highly uncertain as snow will likely transition to sleet and freezing rain for some areas Sunday morning, with most confidence of transition along and south of I-66/U.S. 50.



National Oceanic and
Atmospheric Administration
U.S. Department of Commerce

National Weather Service
Baltimore/Washington

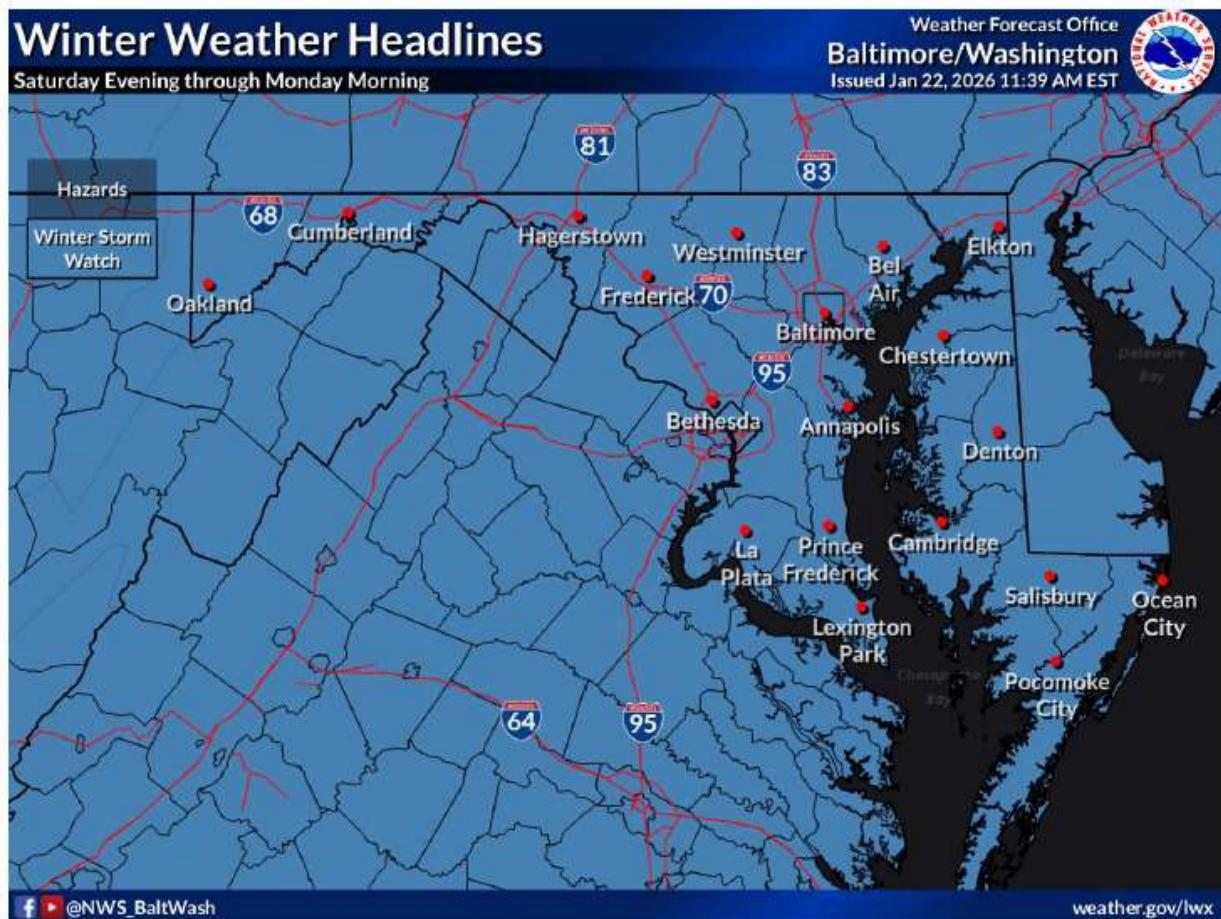


Winter Storm Watch Issued

January 22, 2026
6:00 PM

Item D.

Timing and Intensity Details



- **Onset Time:** Accumulating light snow starts Saturday evening, spreading northeast and reaching northeastern MD late evening/near midnight. Likely mixes with sleet and freezing rain Sunday afternoon for all but western MD.
- **End Time:** Monday morning (tapering to flurries)
- **Most Intense Period:** 12-18 hour period of heavy snow late Saturday night through Sunday morning.
 - Travel will be hazardous and life-threatening, *if not impossible*, Saturday night into Sunday through much of the region.





Projected Ice Totals - Event Total

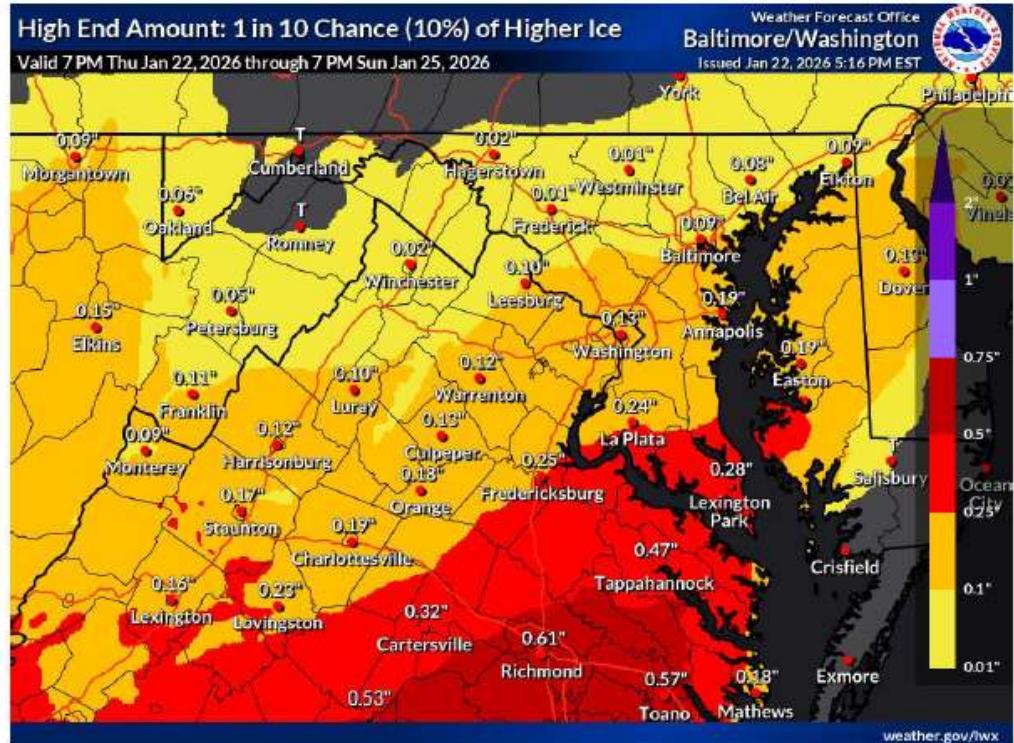
January 22, 2026
6:00 PM

Item D.

Expected and High End Ice Amounts through 7 PM Sunday (most of the event)



- Still lots of uncertainty with ice amounts.
- Highest confidence for ice is along and south of I-66/US-50.



- This scenario would play out if we get a very strong surge of warm air, transitioning precipitation predominantly into freezing rain, especially southeast of I-66/U.S. 50 which could result in tree damage and power outages.



National Oceanic and
Atmospheric Administration
U.S. Department of Commerce

National Weather Service
Baltimore/Washington

Strategic Readiness

- Local Emergency Declaration: Issued Jan 22 to mobilize resources and expedite procurement.
- Infrastructure Safeguards:
 - Secured rental emergency generator.
 - Equipped all snow fleet with ice chains.
 - Transferred 25 tons of salt to Fauquier County (Mutual Aid)
- Snow Emergency Routes: Activated Jan 24 (8:00 AM) with a strategic delay in the business district to support local merchants.
- Personnel: Secured lodging for essential staff to ensure 24-hour operational continuity.

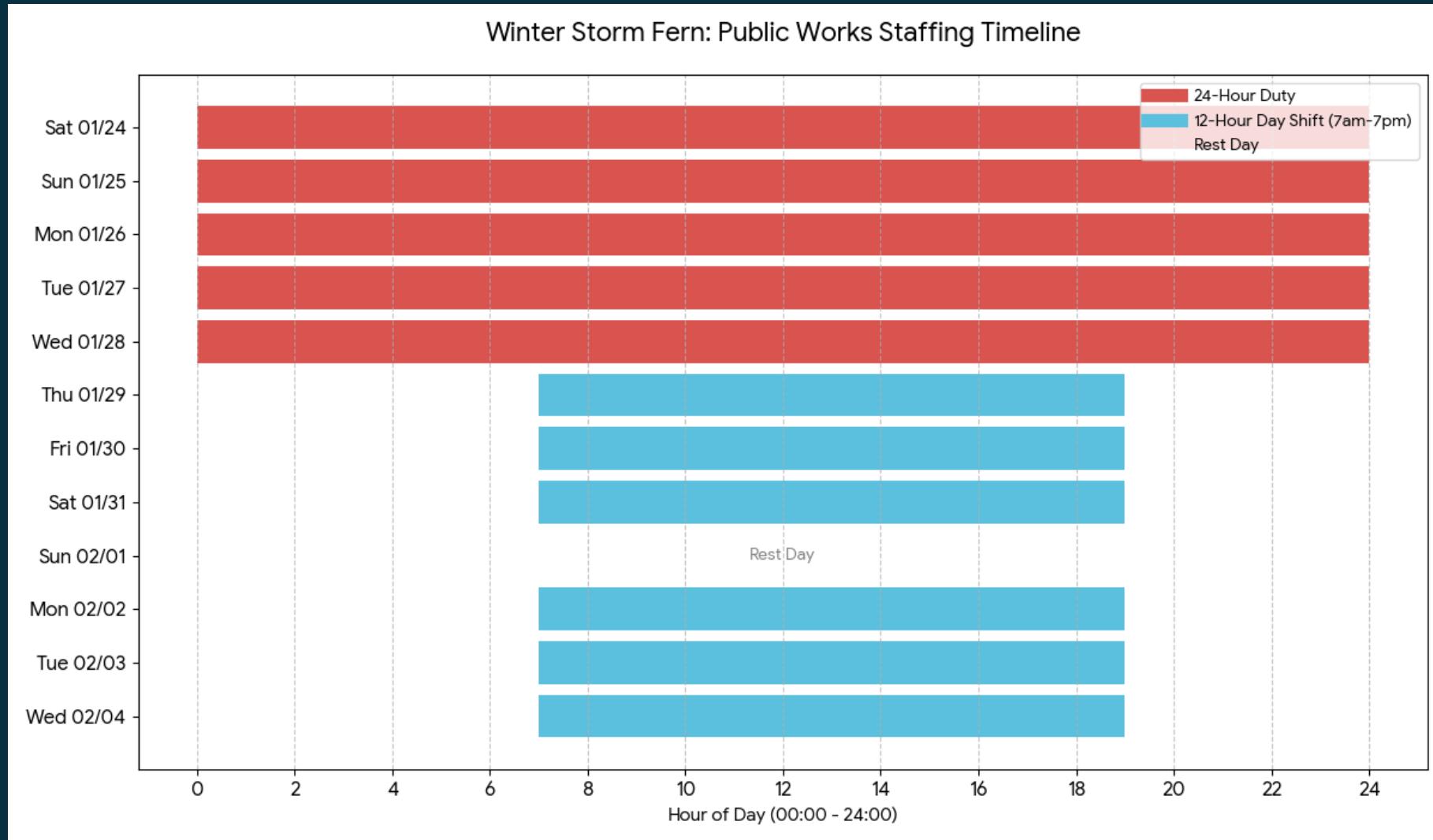
Strategic Readiness



Operational Response Highlights

- Public Works: Transitioned to 24-hour duty with 12-hour rotations. Managed “snow-crete” conditions using 50/50 salt-sand mixes.
- Utility Stability: Zero infrastructure-related power or water outages reported—a major success given the ice loading.
- Field-Based EOC: The Emergency Operations Center operated from the field, providing real-time crew support and resident education.
- Public Safety: WPD utilized high-clearance trucks for patrols and prioritized wellness checks.

Storm Response Timeline



Operational Response Highlights



Support & Wellness

- Warming Centers: Successfully operated at Town Hall and The WARF (the only centers active in the immediate area).
- Community Hotline: 37 requests for assistance triaged.
- Volunteer Partnership: Collaborated with Christ in Action for debris and resident assistance.
- Wellness: Distributed pre-arranged meals to crews to maintain essential operations.

Support & Wellness

Storm Recovery Assistance for Elderly and Disadvantaged Residents



warrentonva@email.getrave.com

To Johnny Switzer

You forwarded this message on 1/28/2026 2:55 PM.



Wed 1/28/2026 10:56 AM

[EXTERNAL EMAIL] DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe.

AlertWarrenton!: Need help?

In the wake of the recent storm, we want to ensure that no one in Warrenton is left behind—especially our elderly residents and those facing significant hardships.

We have partnered with a **Volunteer Organization Active in Disasters (VOAD)** group that is mobilizing in Warrenton to provide recovery assistance.

How to Request Help: If you or a neighbor is disadvantaged, elderly, or suffering from the impacts of the storm and cannot manage recovery efforts alone, please contact us immediately:

- **Call the Hotline:** 540-215-0054 - Option #4
- **Email:** EM@warrentonva.gov

Please include:

1. Full Name
2. Street Address
3. Phone Number
4. Brief description of the help needed (e.g., clearing debris, property damage, or wellness checks).

Our goal is to prioritize those who need it most and get our community back on its feet. Please share this information with your neighbors who may not have internet access.

Stay Safe,

- Warrenton Emergency Management Agency -

Volunteer Organization Active in Disasters (VOAD)



Volunteer Organization Active in Disasters (VOAD)



Recovery & Pedestrian Accessibility

- Contractor Assistance: When recovery efforts exceeded internal capacity, four contractors were activated for high-priority pedestrian areas.
- Debris Management: Established a snow-hauling site at the dead end of Alexandria Pike.
- Refuse/Recycling: Successfully resumed normal schedules by Wednesday, Jan 28.

Fiscal & Policy Outlook

- Fiscal Impact: Estimated \$250,000+
 - (Personnel, Contractors, Materials, Repairs).
- Policy Review:
 - Sidewalk Ordinance: Staff is reviewing regional standards (24-48 hour clear times) to present options for Town Code updates.
- Termination of SOE: The Local State of Emergency was formally terminated today, Feb 4, at 4:00 PM.

Next Steps

1. Conduct a Formal After-Action Report (AAR)
2. Modernize the Snow and Ice Ordinance
3. Explore all available avenues for reimbursement and cost recoveries from state and federal partners.
4. Conduct a Comprehensive Review of Snow Removal Budget & Contractor Support Framework

Staff Recommendations

- **Accept** the Emergency Management Update regarding Winter Storm Ferm and formally confirm the Declaration of a Local State of Emergency issued on January 22, 2026.
- **Direct** staff to develop a fiscal analysis of Winter Storm Ferm for the March meeting, outlining the budgetary impact of the emergency response and specifying the supplemental appropriations required to reconcile FY26 overtime and operational expenditures.
- **Recognize** the critical role that the FY26 and all future internal staff and capital asset investments play in maintaining public safety during a historic weather event.



Questions?

February 10th, 2026

Town Council

Regular Meeting

Res. No.

Item D.

RESOLUTION CONFIRMING THE DECLARATION OF LOCAL EMERGENCY FOR WARRENTON, VA

WHEREAS, on Thursday, January 22, 2025, Governor Spanberger declared a state of emergency in the Commonwealth of Virginia based on National Weather Service forecasts indicating a severe winter storm with heavy snow, sleet, ice, and record-breaking subfreezing temperatures likely to cause significant transportation difficulties and power outages; and

WHEREAS, a potential, serious threat to public health, safety, and welfare was created by Winter Storm Fern in the Town of Warrenton beginning January 24, 2026; and

WHEREAS, the disruption in transportation routes threatens the delivery of public safety services and goods to citizens and businesses, requiring additional personnel, equipment, contractors, and resources to be mobilized; and

WHEREAS, on January 22, 2026, Interim Town Manager Christopher Martino, in his capacity as the local director of emergency management, issued a Declaration of Local Emergency to proactively address the impacts of the storm; and

NOW, THEREFORE, IT IS HEREBY PROCLAIMED, that on January 22, 2025, under the Code of Virginia § 44- 146.19 Powers and duties of political subdivisions, and § 44-146.21 Declaration of local emergency, a local emergency existed in the Town of Warrenton, Virginia.

IT IS FURTHER PROCLAIMED AND ORDERED, that during the existence of said emergency, the powers, functions, and duties of the Emergency Manager and Emergency Management Coordinator of the Town of Warrenton shall be those prescribed by State law and the ordinances, resolutions, and approved plans of the Town, in order to mitigate the effects of said emergency.

- All Town of Warrenton assets are hereby ordered to be placed at the disposal of the Town Manager or Emergency Management Coordinator
- All Town regulations prescribing procedures for the conduct of Town business, if strict compliance would hinder necessary action in coping with the emergency, are hereby suspended. Suspension of such procedures shall be at the direction of the Town Manager or designee.
- All employees of the Town are hereby directed to exercise the utmost diligence in the discharge of duties required of them for the duration of the emergency and in execution of emergency laws, regulations, and directives – state and local.
- All citizens are called upon and directed to comply with necessary emergency measures, to cooperate with public officials and emergency responders in executing emergency operations plans, and to obey and comply with the lawful directions of properly identified officials.

NOW THEREFORE BE IT RESOLVED by the Town Council of Warrenton, Virginia, this day, February 10, 2026, that the Declaration of Local Emergency made by the Town Manager on January 22, 2026, which was furthermore terminated on February 4, 2026, as a result of Winter Storm Fern, is hereby confirmed.

BE IT FURTHER RESOLVED, that this resolution shall take effect upon its adoption.

ATTACHMENT: None

Votes:

Ayes:

Nays:

Absent from Vote:

Absent from Meeting:

For Information:

Town Manager

Town Emergency Management Coordinator

ATTEST: _____

Town Recorder



Office of the Town Manager
Christopher Martino

Item E.

STAFF REPORT

Warrenton Town Council
Carter Nevill, Mayor
Roy Francis, Ward 1
William Semple, Ward 2
Larry Kovalik, Ward 3
Michele O'Halloran, Ward 4
Eric Gagnon, Ward 5
Paul Mooney, At Large
David McGuire, At Large

Council Meeting Date:	February 10 th , 2026
Agenda Title:	Ordinance Update: Review of Town Code § 14-5 (Disposition of Snow, Ice, etc.)
Requested Action:	Receive the Information
Department / Agency Lead:	Office of Emergency Management / Public Works
Staff Lead:	Johnny Switzer, Emergency Management Coordinator John D. Ward, Director of Public Works

EXECUTIVE SUMMARY

The response to **Winter Storm Fern** highlighted significant deficiencies in the Town's existing sidewalk clearing ordinance, which has remained largely unchanged since 1981. The current 6-hour removal window proved unattainable for many residents during the recent extreme weather, and the criminal penalty structure (Class 4 Misdemeanor) is increasingly viewed as an outdated enforcement mechanism. Staff proposes a modernization of **Town Code § 14-5** to transition toward a tiered compliance window, civil penalties, and equitable exceptions for vulnerable populations.

BACKGROUND

The current language of **Sec. 14-5** mandates that snow be removed within **6 hours** of cessation. During Winter Storm Fern, the combination of 12 inches of frozen precipitation and sub-zero temperatures made 6-hour compliance physically impossible for a majority of the community.

Key Issues Identified:

- **Unrealistic Timelines:** 6 hours does not account for storm severity or the "snow-crete" conditions seen in 2026.
- **Lack of Flexibility:** The code does not allow the Town Manager flexibility to extend deadlines during exceptional situations.
- **Inequitable Enforcement:** The code does not provide waivers for the elderly or residents with disabilities.
- **Criminalization:** A Class 4 Misdemeanor requires police resources for enforcement; a civil penalty model is more appropriate for municipal code compliance.

STAFF RECOMMENDATION

Staff recommends a "Hybrid Modernization" approach, drawing from the best practices of regional localities.

Proposed Ordinance Structure

Feature	Existing Code (1981)	Proposed Update (2026)
Compliance Window	6 Hours	Tiered: 24 hrs (\leq 6") / 48 hrs ($>$ 6")
Managerial Authority	None	The Town Manager, Public Works Director, or Emergency Management Coordinator may modify during Snow Emergencies
Penalty Type	Class 4 Misdemeanor	Town Collection of Removal Costs
Exemptions	None	Age (65+) and Physical/Mental Disability
Abatement	No provision for Town action	The town may clear and bill the owner

Service Level/Collaborative Impact

The proposed update to **Town Code § 14-5** is not merely a legal shift; it fundamentally redefines the operational relationship between the Town, its residents, and regional partners.

1. Enhancement of Pedestrian Service Levels

Under the 1981 code, the "all-or-nothing" 6-hour window often resulted in widespread non-compliance during major events. By establishing a **Tiered Compliance Strategy**, the Town can set realistic service-level expectations for the community.

- **Predictability:** Residents and business owners gain a clear timeframe (24/48 hours) to manage their properties, reducing panic-clearing during active snowfall.
- **Accessibility:** By shifting to a civil enforcement model with a "Self-Help" provision, the Town can prioritize the clearing of high-traffic "Safe Routes to School" and arterial business corridors when owners fail to act, ensuring a consistent level of service for transit-dependent residents.

2. Interdepartmental & Regional Collaboration

The modernization of this ordinance allows for a more integrated response during future emergencies:

- **Public Works:** They will coordinate on "abatement missions." If a sidewalk remains blocked after the 48-hour window, they can trigger a Public Works work order to clear the hazard, with the cost captured via the Finance Department.
- **Police Department Realignment:** Transitioning from a Class 4 Misdemeanor to a civil penalty removes the burden of "snow enforcement" from sworn officers. This allows the **Warrenton Police Department** to remain focused on high-priority life-safety calls and traffic management during storm events.
- **Social Services & VOAD Engagement:** The inclusion of an "Age and Disability Exception" creates a formal "hand-off" point. Instead of penalizing vulnerable residents, the Town can collaborate with volunteer organizations to match those in need with clearing assistance.

3. Impact on Business District Vitality

During **Winter Storm Fern**, the "snow-crete" conditions made the 6-hour window impossible for merchants, many of whom were already struggling with staffing.

- **Economic Resilience:** The updated ordinance allows the **Town Manager** to provide a "Grace Period" during State of Emergencies. This supports the local economy by preventing the accumulation of fines while business owners are focused on safely reopening their shops and protecting their staff.

Policy Direction/Warrenton Plan 2040

The proposed revision of Town Code § 14-5 is a strategic alignment with the community's long-term vision. It moves the Town away from a reactive, punitive posture and toward a proactive, resilience-based framework.

Legal & Fiscal Impact

Legal: Transitioning from criminal to civil penalties simplifies the enforcement process for the Town Attorney's office and the Police Department. The "cost collection" provision is authorized under *Virginia Code § 15.2-1115*.

Fiscal Impact: The shift to civil penalties may generate modest revenue to offset the cost of Town-led abatement. However, additional consideration must be given to the Public Works budget if the Town assumes responsibility for clearing primary sidewalks when owners fail to do so.

ATTACHMENTS

1. Draft Ordinance Update

Sec. 14-5. ~~Disposition of snow, ice, etc.~~ Removal of snow and ice.

(a) ~~It shall be the duty of the occupant of any house and lot which abuts upon a paved sidewalk or a footway of stone, brick or wood to have all snow removed from such sidewalk or footway within six (6) hours after the same shall have ceased falling, unless such snow shall have fallen during the night or on a Sunday, in which case it shall be removed by 12:00 noon of the day following. The same requirements shall exist with respect to ice or sleet on sidewalks or footways; except, that ice or sleet, when it cannot be removed without injury to the sidewalk or footway, shall be covered, within the period of time as above specified, with sand, ashes or some other substance which will render it safe for travel on foot. Whenever any house or lot is unoccupied, it shall be the duty of the owner, or of the agent of the owner, to have the snow or ice removed from his sidewalk or footway in the same manner as set forth above for occupants of properties. Each violation of this subsection shall be a class 4 misdemeanor, and every six (6) hours that such snow or ice is allowed to remain in violation of this subsection shall constitute a separate offense.~~

(b) ~~It shall be unlawful for any person removing ice or snow from his premises to place or deposit such ice or snow upon any street or sidewalk.~~

(a) Removal Required. Every occupant, owner or other person in charge of any occupied property in the Town which has a sidewalk or a footway of stone, brick, gravel, cinder, wood or other substance, when such sidewalk or footway is publicly owned or maintained, and is adjoining and touching the property in front, rear or either side thereof, shall have all snow and ice, and any combination thereof, removed from such sidewalk or footway within twenty-four (24) hours after such snow or ice ceases falling, or within forty-eight (48) hours after it has ceased falling for accumulations of more than six inches. When there is no occupant of such property, it shall be the duty of the owner thereof to have snow, ice, and sleet removed or covered as provided in this section.

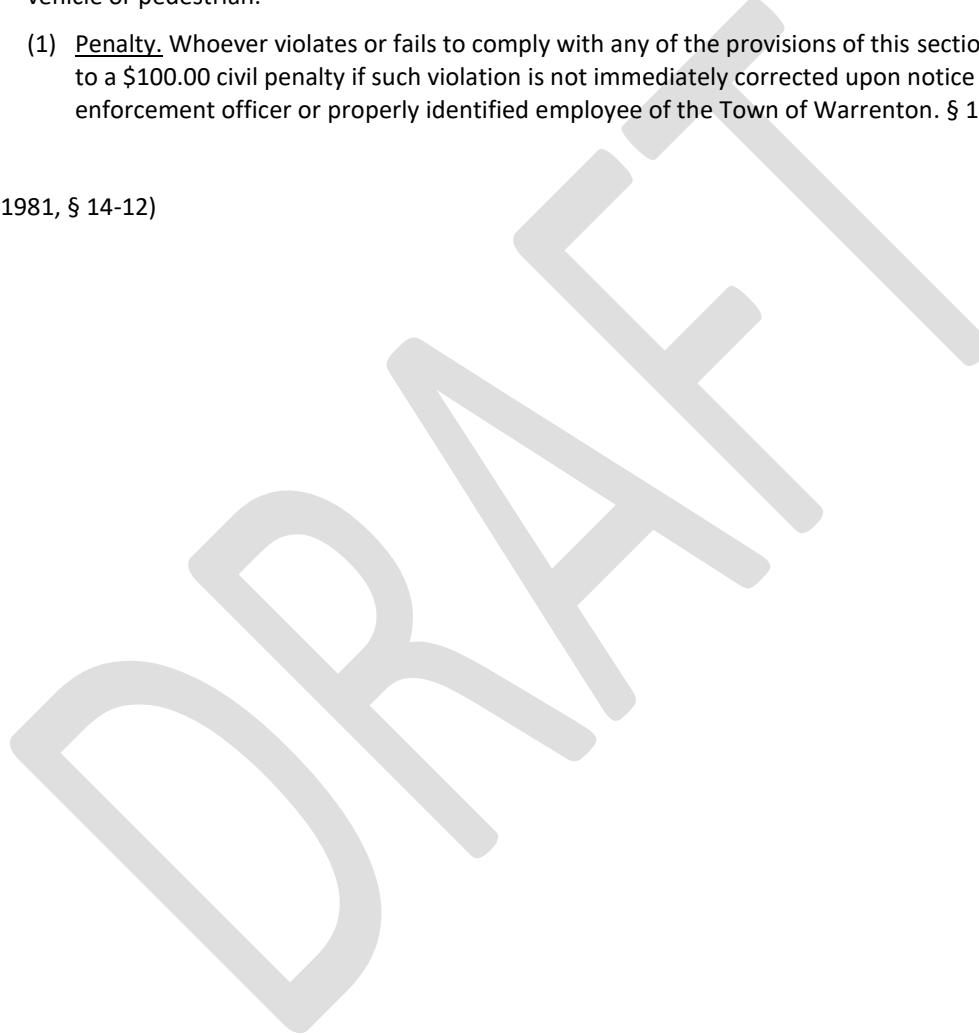
(b) When Removal Not Required. The requirements of subsection (a) hereof shall not apply when such snow or ice, or a combination thereof, cannot be removed without injury to the sidewalk or footway. In such an event, however, such sidewalk or footway shall be covered within the applicable period of time as specified in subsection (a) hereof with sand, salt, or some other substance that will render it safe for travel.

(c) Exceptions. This section shall not apply to the following:

- (1) Age and/or Disability. When the occupant, owner or other person in charge of a property is prevented from fulfilling the requirements of subsections (a) and (b) hereof because of physical or mental disability or is sixty-five (65) years of age or older, and said occupant, owner or other person in charge has made reasonable efforts to undertake alternative means for fulfilling said requirements.
- (2) Government Closure. In the event that snow or ice, or a combination thereof, causes the closure of the Town of Warrenton Government, the occupant, owner, or other person in charge of a property shall have an additional twenty-four (24) hours to fulfill the requirements of subsections (a) and (b) hereof.
- (d) Enforcement. The Department of Public Works, and/or other such Department as may be designated by the Town Manager, shall be responsible for the enforcement of this section. If after such reasonable notice as the town may prescribe the owner, occupant, or other person in charge of a property affected by the provisions of this section shall fail to abate or obviate the condition, the Department of Public Works or their authorized agent may do so and charge and collect the cost thereof from the owner or occupant of the property affected in any manner provided by law for the collection of Commonwealth or local taxes. § 15.2-1115

- (e) Modifications and/or Extensions. The Town Manager, Director of Public Works, or Emergency Management Coordinator may further modify or extend the time periods for compliance as part of a declaration of local emergency, based on the total amount of accumulation of snow and ice, the projected temperatures in the town, and any other relevant weather conditions.
- (f) Disposition of Snow, Ice, Etc. It shall be unlawful for any occupant, owner, or other person in charge of a property to remove or cause to be removed ice, snow, or slush from their premises and for it to be placed or deposited onto or across a public street, roadway, or sidewalk in a manner that obstructs a motor vehicle or pedestrian.
 - (1) Penalty. Whoever violates or fails to comply with any of the provisions of this section shall be subject to a \$100.00 civil penalty if such violation is not immediately corrected upon notice of any law enforcement officer or properly identified employee of the Town of Warrenton. § 15.2-2025.

(Code 1981, § 14-12)



Code of Virginia
Title 15.2. Counties, Cities and Towns
Subtitle II. Powers of Local Government
Chapter 20. Streets and Alleys
Article 5. Miscellaneous

§ 15.2-2025. Removal of snow and ice; civil penalty

Notwithstanding the provisions of subsection A of § [15.2-2000](#), any county in Northern Virginia Planning District 8, or any county outside Planning District 8 that has adopted the county executive form of government, may provide by ordinance reasonable criteria and requirements for the removal of accumulations of snow and ice from public sidewalks, by the owner or other person in charge of any occupied property.

Such ordinance shall include reasonable time frames for compliance and reasonable exceptions for individuals with disabilities, elderly individuals, and those otherwise physically incapable of meeting the criteria and requirements for such removal.

Civil penalties not to exceed \$100 may be imposed for violation of such ordinance.

1988, c. 356, § 15.1-29.16; 1997, c. [587](#);2018, cc. [323](#), [661](#);2023, cc. [148](#), [149](#).

The chapters of the acts of assembly referenced in the historical citation at the end of this section(s) may not constitute a comprehensive list of such chapters and may exclude chapters whose provisions have expired.

Code of Virginia

Title 15.2. Counties, Cities and Towns

Subtitle II. Powers of Local Government

Chapter 11. Powers of Cities and Towns

Article 1. Uniform Charter Powers

§ 15.2-1115. Abatement or removal of nuisances

A. A municipal corporation may compel the abatement or removal of all nuisances, including but not limited to the removal of weeds from private and public property and snow from sidewalks; the covering or removal of offensive, unwholesome, unsanitary or unhealthy substances allowed to accumulate in or on any place or premises; the filling in to the street level, fencing or protection by other means, of the portion of any lot adjacent to a street where the difference in level between the lot and the street constitutes a danger to life and limb; the raising or draining of grounds subject to be covered by stagnant water; and the razing or repair of all unsafe, dangerous or unsanitary public or private buildings, walls or structures which constitute a menace to the health and safety of the occupants thereof or the public. If after such reasonable notice as the municipal corporation may prescribe the owner or owners, occupant or occupants of the property or premises affected by the provisions of this section shall fail to abate or obviate the condition or nuisance, the municipal corporation may do so and charge and collect the cost thereof from the owner or owners, occupant or occupants of the property affected in any manner provided by law for the collection of state or local taxes.

B. Every charge authorized by this section in excess of \$200 which has been assessed against the owner of any such property and which remains unpaid shall constitute a lien against such property. Such liens shall have the same priority as liens for other unpaid local real estate taxes and shall be enforceable in the same manner as provided in Articles 3 (§ 58.1-3940 et seq.) and 4 (§ 58.1-3965 et seq.) of Chapter 39 of Title 58.1. A locality may waive such liens in order to facilitate the sale of the property. Such liens may be waived only as to a purchaser who is unrelated by blood or marriage to the owner and who has no business association with the owner. All such liens shall remain a personal obligation of the owner of the property at the time the liens were imposed.

Code 1950, § 15-77.31; 1958, c. 328; 1962, c. 623, § 15.1-867; 1997, c. 587; 2004, cc. 533, 968; 2017, cc. 118, 610.

The chapters of the acts of assembly referenced in the historical citation at the end of this section(s) may not constitute a comprehensive list of such chapters and may exclude chapters whose provisions have expired.



Snow & Ice Removal Ordinance Update

Town Council Regular Meeting

February 10, 2026

Executive Summary

Winter Storm Ferm revealed significant deficiencies in the Town's existing sidewalk clearing ordinance, which has remained largely unchanged since 1981.

The Problem: The current 6-hour removal window was unattainable during moderate - extreme conditions, and the criminal penalty structure (Class 4 Misdemeanor) is an outdated enforcement mechanism.

The Goal: Transition toward a tiered compliance window, civil penalties, and equitable exceptions for vulnerable populations.

Why Change is Needed

- **Unrealistic Timelines:** The 1981 code mandates removal within 6 hours, which does not account for storm severity or the 12 inches of frozen precipitation seen in 2026.
- **Lack of Flexibility:** Currently, there is no provision for the Town Manager to extend deadlines during exceptional weather events.
- **Inequitable Enforcement:** The code lacks waivers for the elderly or residents with disabilities.
- **Misalignment of Resources:** Using police resources for "snow enforcement" (criminal misdemeanors) diverts them from life-safety calls.

Proposed Modernization

Feature	Existing Code (1981)	Proposed Update (2026)
Compliance Window	6 Hours	Tiered: 24 hrs ($\leq 6"$) / 48 hrs ($> 6"$) / + 24 additional hours with government closure
Managerial Authority	None	Extended: Town Manager may modify during emergencies
Penalty Type	Class 4 Misdemeanor	Civil Penalty
Exemptions	None	Protections: Age (65+) and Physical/Mental Disability
Abatement	No Provision	Town may clear and bill the owner

Service Level & Collaborative Impact

- **Enhancing Pedestrian Safety:** Realistic 24/48-hour windows provide predictability for residents and business owners while reducing "rushed-clearing" during active storms.
- **Integrated Public Works Response:** If a sidewalk remains blocked after 24/48 hours, Public Works can trigger an "abatement mission" to clear hazards in high-traffic corridors.
- **Community Support:** The "Age and Disability Exception" allows the Town to recognize those in need rather than penalizing them.

Policy Alignment

- Safety & Wellness: Clear sidewalks are essential for transit-dependent residents and those using mobility aids.
- Economic Resilience: During emergencies, the Town Manager, Public Works Director, or EM Coordinator can provide a "Grace Period" to prevent merchants from accumulating fines while they focus on reopening safely.
- Modern Governance: Updating a 45-year-old code section reflects the Town's goal of modernizing municipal operations to reflect 2026 community needs.

Legal & Fiscal Framework

- Legal Authority: The transition to civil penalties and cost collection is authorized under Virginia Code § 15.2-1115 and § 15.2-2025.
- Fiscal Impact: Civil penalties and cost recovery are expected to offset abatement costs.
- Budget Consideration: Future budgets must account for potential Public Works labor if the Town assumes clearing responsibility for non-compliant primary sidewalks.

Next Steps

Staff recommend that the Town Council:

- 1. Direct staff to review the proposed draft ordinance update with the Town Attorney to ensure full compliance with the Code of Virginia § 15.2-1115 and § 15.2-2025.**
- 2. Add the Snow and Ice Ordinance Update to the March Public Safety Committee Meeting and the Town Council Work Session agenda for final policy review and discussion.**
- 3. Schedule a Public Hearing for the March Town Council Meeting to receive community input on the proposed update to the Town Code of Ordinances regarding snow and ice removal.**



Questions?



STAFF REPORT

Warrenton Town Council
Carter Nevill, Mayor
Roy Francis, Ward 1
William Semple, Ward 2
Larry Kovalik, Ward 3
Michele O'Halloran, Ward 4
Eric Gagnon, Ward 5
Paul Mooney, At Large
David McGuire, At Large

Council Meeting Date:	February 10, 2026
Agenda Title:	DCR CFPF funding – Phase Two of the Master Drainage Plan
Requested Action:	Appropriate DCR Grant Funding
Department / Agency Lead:	Finance
Staff Lead:	Brooke Campbell, Budget Manager

EXECUTIVE SUMMARY

The Community Flood Preparedness Fund (CFPF) provides support for localities across Virginia to reduce the impacts of flooding. The fund prioritizes projects that are in concert with local, state and federal floodplain management standards, local resilience plans and the Virginia Coastal Resilience Master Plan. The fund empowers communities to complete vulnerability assessments and develop action-oriented approaches to bolster flood preparedness and increase resilience.

BACKGROUND

The Town has applied for and received CFPF funding from the Virginia Department of Conservation and Recreation (DCR) for phase two of the master drainage plan. As detailed in the attached award letter, DCR has agreed to reimburse the Town for 50% of the project costs up to \$ \$539,830.81. Today's resolution is to accept and appropriate the grant funding and to direct the Town Manager to sign the agreement with DCR.

STAFF RECOMMENDATION

Staff recommends that the Council adopt the following resolution to appropriate the SLAF funds:

1. A Resolution to Amend the Fiscal Year 2026 Adopted Budget to Appropriate Virginia Department of Conservation and Recreation Reimbursable Grant Funding in the Amount of \$539,830.81 to Fund Phase Two of the Master Drainage Plan

ATTACHMENTS

1. DCR Award Letter – Grant Number: CFPF-25-06-46



COMMONWEALTH of VIRGINIA
DEPARTMENT OF CONSERVATION AND RECREATION

Darryl Glover
Deputy Director for
Dam Safety,
Floodplain Management and
Soil and Water Conservation

Laura Ellis
Deputy Director for
Administration and Finance

January 15, 2026

Stephanie Miller
21 Main Street
Warrenton, Virginia 20186
smiller@warrentonva.gov

Re: **Community Flood Preparedness Fund (CFPF)**

CY2025 Round 6 Grant Application: 3649

Grant Number: CFPF-25-06-46

Application Category: Study

Community Name: Town of Warrenton CID: 510057

Primary Contact: Kerry Wharton

Primary Contact Email Address: kwharton@warrentonva.gov

Requested Grant Amount: \$539,830.81

Approved Grant Amount: \$539,830.81

Dear Stephanie Miller:

This letter is to advise you that the Department of Conservation and Recreation (DCR) received your request to fund a Study application. If the application category listed above is different from the initial application, a change was necessary based on DCR's assessment of the project or activity. A change in application category may have resulted in the recalculation in the CFPF and match percentages represented above.

DCR, in consultation with the Secretary of Natural and Historic Resources and the Chief Resilience Officer of the Commonwealth of Virginia, has reviewed your application and your request for funding is approved. The total approved funding is as follows:

- Approved CFPF Approved Amount: \$539,830.81
- Approved Match Amount: \$539,830.81
- Approved Total Project Cost: \$1,079,661.62

In the coming weeks, you will receive an award package and grant agreement from Virginia Resources Authority (VRA) that will include an Award Letter detailing any changes in award amounts and conditions related to the award. Grant specific conditions, if any, will be incorporated into your award document and are as follows:

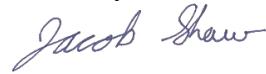
N/A

The above condition(s) must be completed and returned to DCR within 30 days of receipt of this letter. If more than 30 days is needed to fulfil these condition(s), please notify DCR.

Your Grant Agreement will include all requirements related to this award including information on how to receive reimbursement, submit reports, and requirements for final deliverables for completed projects or activities. This package must be signed and returned to VRA within 90 days of receipt or funds will be rescinded.

Should you have any questions, please feel free to contact me at Jake.Shaw@dcr.virginia.gov.

Sincerely,



Jake Shaw
Grants Manager,
Dam Safety and Floodplain Management

cc: Darryl M. Glover, Deputy Director, DCR
Angela Davis, Division Director, DCR
Tony Leone, VRA

February 10, 2026
Town Council
Regular Meeting
RES-

A RESOLUTION TO AMEND THE FISCAL YEAR 2026 ADOPTED BUDGET TO APPROPRIATE VIRGINIA DEPARTMENT CONSERVATION AND RECREATION REIMBURSABLE GRANT FUNDING IN THE AMOUNT OF \$539,830.81 TO FUND PHASE TWO OF THE MASTER DRAINAGE PLAN

WHEREAS, the Warrenton Town Council is charged by the Code of Virginia with the preparation of an annual budget for the Town of Warrenton; and

WHEREAS, on June 10, 2025, the Town Council adopted the Town of Warrenton Fiscal Year 2026 Budget; and

WHEREAS, during the fiscal year, certain events occur that necessitate amending the budget; and

WHEREAS, the Town has been approved by the Virginia Department of Conservation and Recreation to receive \$539,830.81 of reimbursable grant revenue funds for phase two of the Master Drainage Plan; and

NOW, THEREFORE, BE IT RESOLVED, that the Warrenton Town Council Hereby directs staff to sign the agreement for Grant No. CFPF-25-06-46 and amends the Fiscal Year 2026 Adopted Budget to appropriate \$539,830.81 of reimbursable grant revenue to implement phase two of the Master Drainage Plan.

Votes:

Ayes:

Nays:

Absent from Meeting:

For Information:

Budget Manager

ATTEST: _____

Town Recorder



Office of the Town Manager
Christopher E. Martino

STAFF REPORT

Warrenton Town Council
Carter Nevill, Mayor
Roy Francis, Ward 1
William Semple, Ward 2 Vice Mayor
Larry Kovalik, Ward 3
Michele O'Halloran, Ward 4
Eric Gagnon, Ward 5
Paul Mooney, At Large
David McGuire, At Large

Item a.

Council Meeting Date:	February 10th 2025.
Agenda Title:	Quarterly Reports
Requested Action:	Receive the Departmental Reports- Informational
Department / Agency Lead:	All
Staff Lead:	Mr. Frank Cassidy, Town Manager.

EXECUTIVE SUMMARY

Departmental quarterly reports are a tool that the Town Staff uses to promote transparency and show the projects and actions that various departments have undertaken. They are presented on the following schedule.

Quarter One

July, August, September

Reports to Council are presented in November.

Quarter Two

October, November December

Reports to Council are presented in February.

Quarter Three

January, February March,

Reports to Council are presented in May.

Quarter Four

April, May, June

Reports to Council are presented in August.

Current Staff reports

- Finance & Procurement
- Parks and Recreation
- Warrenton Police Department
- Community Development
- Public Works and Utilities
- Information and Technology
- Capital Improvement Plan
- Street Maintenance
- Facilities and Fleet Management
- Human Capital
- Emergency Management

Quarterly Report

Department

Town Council Meeting Date: February 10, 2026

Second Quarter 2026: October, November, December



Please accept this as the quarterly report for the department

The Department of Community Development is involved in a number of day-to-day activities including:

- Site plan and plat reviews
- Zoning Determinations/Zoning Verifications
- Processing of legislative applications (Special Use Permits, Rezonings, Certificates of Appropriateness, and Variances)
- Staffing of various boards and commissions (Planning Commission, BZA, ARB, Tree Board, Warrenton Arts Group, etc.)
- Enforcement (zoning, property maintenance, and building codes)
- Fire prevention inspection program
- Permitting (signs, building, zoning, business license review)
- Building inspections associated with building permits
- Fire Safety Inspections

Over the second three (3) months of FY2026, the department processed 20 business license applications, 11 sign permits, 10 zoning permits, 20 land development project reviews, 3 pre-application meeting requests, 132 building permit reviews and 575 associated inspections, processing of legislative applications (Special Use Permits, Certificates of Appropriateness, Subdivision Ordinance Waiver). The department continues to perform zoning and property maintenance enforcement. The building inspector, code enforcement inspector, Zoning Administrator and Director handle off-hour emergencies, special event inspections when food vendors and/or amusement devices are anticipated, property maintenance issues and zoning enforcement.

1) Project Progress:

- Fauquier Transportation Coordination Meetings
- Zoning Ordinance Rewrite – Steering Committee Meeting
- Budget
- Septic Remediation Committee: Continue working with DEQ to move forward with public sewer connections (7 connections have been completed and reimbursement requested)

- Warrenton Arts Commission: Monthly meetings

2) Data:

Legislative Applications/Special Projects

Architectural Review Board

- Two meetings held.
- Certificates of Appropriateness: 8 Legislatively Approved Applications

Local Board of Building Code Appeals

- No meetings over the second three months of 2025

Board of Zoning Appeals

- BZA-25-2 Variance request for 130-134 Haiti Street

Planning Commission

- Zoning and Future Land Use Map Update Work Sessions
- **LWAV-25-2** - Daniels Property work session to authorize a dead-end street.
- **SUP 2025-02** - Home Depot work session to allow undercover storage for rental equipment.

Town Council

- **LWAV-25-2** - Daniels Property work session to authorize a dead-end street.
- **SUP 2025-02** - Home Depot public hearing to allow undercover storage for rental equipment.

3 Pre-Application Meetings

- Habitat for Humanity 25 Horner St. (**PRE-25-13- Ward 2**)
- Duke of Warrenton Apartments (**PRE-25-14 – Ward 3**)
- Allen 496 Falmouth (**PRE-25-15 – Ward 2**)

Zoning Applications/Permits

- 20 Business Licenses
- 11 Sign Permits
- 3 New Zoning Enforcement case
- 10 Zoning Permits
- 9 Zoning Inspections

1 Zoning Determination

- Amazon alleged vested rights 719 Blackwell Road (**ZNG-25-53**)

20 Land Development Projects

- Walmart Minor Revision for Construction Storage (**SDP-25-21**)
- Walmart Minor Revision for Signage (**SDP-25-20**)
- Warrenton Crossing Minor Amendment for Waterline A (**SDP-25-14**)
- Warrenton Crossing II Site Plan Review (Daniels Property) (**SDP-25-19**)
- Waterloo Junction Bonding Review (**SDP-23-16**)
- Sheetz Remodel Site Plan Amendment (light pole locations) (**SDP-25-17**)
- Hero's Bridge Site Plan Review (**SDP-25-18**)
- Main Street Improvement Project Site Plan Review (**SDP-25-15**)
- St. John's Office Building – ROW Dedication Plat Review & Approval (**ESMT-5-4**)
- St. John's Office Building – On-Site Easement Plat Review (**ESMT-25-8**)
- Arrington Preliminary Plat Review (**PP-25-1**)
- Fauquier High School Turf Project Easement Plat Review (**ESMT-25-7**)
- 130 Haiti Street Subdivision Plat Review (**FP-25-6**)
- Walter Story Property Boundary Adjustment & Easement Plat Review (**ESMT-25-6 & BLA-25-5**)
- Waterloo Junction Final Plat Review (**FP-25-5**)
- Waterloo Junction Easement Plat Review (**ESMT-25-5**)
- 165 Green Street As-Built Review (**ABLT-25-5**)
- Fields of Dakota As-Built Review Lot 1 & Lot 4 (**ABLT-23-1**)
- Milestone at Fauquier High School Telecom Tower As-Built Review (**ABLT-25-3**)
- Old Alexandria Knolls Bond Reduction Request Review (**BOND-25-3**)

2 Post- Comment Review Meetings

- Arrington Preliminary Plat (**PP-25-1**)
- Hero's Bridge (**SDP-25-18**)

15 Special Projects

- Site visits with homeowners and business owners to discuss concerns and/or permitting for their projects
- Site visits with homeowners and business owners to discuss active zoning violations and remedies
- Site inspections for occupancy approvals and bond reduction requests.
- Zoning staff facilitated meetings between the Public Works Department and the Engineering firm for various projects to address comments and concerns brought forward during plan review
- Zoning staff attended several meetings with developers to discuss various projects and their status or next steps
- Zoning staff continue to attend the Zoning Ordinance Update Steering Committee meetings
- Zoning staff continue to work with Planning staff and the Director to review the draft Zoning Ordinance updates
- Zoning staff continue to attend meetings with the code enforcement division to discuss current enforcement cases and actions
- Zoning staff attended a virtual check-in hosted by the Virginia Association of

- Zoning Officials with other local government zoning officials
- Zoning Administrator site tour of CloudHQ Data Center with VAZO Region 5
- Zoning Official continues to manage the Community Development website and the Opengov permit portal
- Zoning Administrator continues to assist in facilitating the Town's Tree Board meetings and the Tree Board's participation in First Friday
- Zoning staff is working on a comprehensive review of the land development fee schedule
- Review of Special Use Permits
- FOIA Requests

Building Applications/Permits

- Fire Inspections completed for Business License Applications:
 - 20 Records Created
 - 17 Inspections Completed
 - 20 Permits Issued
- Annual Fire Prevention Inspections
 - 26 Records Created
 - 34 Inspections Completed
- Code Enforcement
 - 36 Records Created
 - 35-45 Inspections Performed
- Building Permits
 - 132 Records Created
 - 575 Inspections Completed
 - 156 Permits Issued
- Amusement Devices
 - 1 Records Created
 - 0 Inspections Completed
 - 0 Permits Issued
- 72 Active Enforcement Cases

Property Maintenance Update

151 Main Street - (Exterior Property Maintenance) Work is complete.

25 N Sixth Street- Stairs have been repaired.

92 Winchester St- Waiting for court.

23 South Fifth St- James Tucker (Exterior Property Maintenance) Meeting with building owner to discuss violations.

17 South Fifth St- James Tucker (Exterior Property Maintenance) Meeting with building owner to discuss violations.

329 Falmouth St- Kristin Worthington (Exterior Property Maintenance) Notice of Violation sent 10/15/24. Demand letter sent June 18. Homeowner is working with Habitat for assistance with repairs.

145 Main St- Work complete

45 Winchester St- Summary judgement granted

3 Hotel St- Waiting for attorney to schedule next court date.

100 East Lee St- Eva Harris (Exterior Property Maintenance) New owners are working with current tenants permits have been issued and work is ongoing

162 Winchester- Work complete

705 Bear Wallow Rd- Christian Frederick (Exterior Property Maintenance) Permits issued Homeowner actively working.

69 South Fourth St- Minnie Smith (Fire Damage) Property has sold waiting to be rehabilitated.

388 Waterloo St- ABC and J LLC (Outdoor storage/Blocked fire lane) Meeting was held on 10/25/24 Mr. Ferrero has agreed to make the changes discussed. Bollard design has been selected and owner is working with a contractor to apply for permits.

75 South 3rd St – Small fire on rear deck on 10/24/24 – Building permit has been applied for but not issued, waiting for contractor information.

29 Main St – Property maintenance, peeling paint. Building owner anticipates a mural being placed there.

318 Waterloo St – House fire on 11/8/24 – Building permits have been issued and work is ongoing

129 Derby Way- Complete

50 South Third St – On 12/23/24 there was a fire at Silver Branch Brewery. The business owner is working with insurance on reconstruction.

347 Falmouth St- House fire. Homeowner is working with insurance and contract to apply for permits to begin work.

105 Old Mill Lane – House fire. Homeowner heirs are working with Habitat For Humanity to sell property.

423 and 425 Denning Ct. – Permits applied for and work is underway

146 Haiti St – Property maintenance- Outdoor storage and garbage complaint. NOV mailed 09/05/25

148 Haiti St – Property maintenance – Outdoor storage and garbage complaint.

124 Haiti St – Property maintenance – Outdoor storage.

70 Moffett Ave – Property maintenance – Retaining wall and drainage issues. We are working with the resident to address issues

27 Fairfax St – Property maintenance – Information sent to homeowner for assistance

29 Fairfax St – Property maintenance – Door hanger left and courtesy letter mailed 10/23/25

624 Bear Wallow Road – Small house fire. Homeowner is working with insurance.

119 Haiti Street – Property maintenance issues with front stairs- working with Foothills to secure funding and repairs

134 Main Street – Deck issues. Homeowner is working with contractor to schedule repairs.

146 Haiti Street- Outdoor storage complaint. Homeowner has abated most of the violation.

148 Haiti Street- Outdoor storage complaint. Homeowner has abated most of the violation.

124 Haiti Street – Outdoor storage complaint. Homeowner has abated the violation.

110 Haiti Street – Inoperative vehicle. Courtesy letter was sent on 01/07/26

241 West Shirley – Work without permit. We are working with attorney to address issues.

104 Aviary Street – Outdoor storage. Homeowner is working to remove.

Administrative:

- Warrenton Arts Commission Meetings
- Special Event Meetings
- FOIA's
- Septic Remediation
- VDOT/Fauquier/Town Transportation Coordination Meetings
- Zoning Ordinance Update

Quarterly Report

Parks and Recreation Department

Town Council Meeting Date: November 12, 2025.

First Quarter FY-2026: July, August, September



Item a.

Please accept this as the quarterly report for the Parks and Recreation Department

Department introduction:

The Town of Warrenton Parks and Recreation Department's mission to enhance the quality of life by connecting the community to accessible services, diverse programs and well-maintained parks and facilities. We strive to be a leading provider of high-quality recreational programs, services and facilities in the Town of Warrenton. Our values are as follows: **Growth**-embracing new ideas and innovation to enhance our services, **Accessibility**-Ensuring that all community members feel welcome, safe and valued, **Teamwork**-Collaborating effectively with other departments, organizations and community members to achieve shared goals, **Health and Wellness**-Promoting physical, mental and emotion well-being through recreational opportunities, **Excellence**-Striving for the highest standards in all aspects of service delivery, **Respect**-Treating every individual, community member and the environment with dignity, fairness and kindness. We invite you to GATHER at one of our facilities, parks or programs.

Commendable Achievements:

Hosted a Taylor Swift Eras Tour outdoor movie pop up event at the WARF

Our Halloween events are certainly the highlight of the Fall season which kicked off with the Halloween Parade on Main St, then Trunk or Treat at the WARF and finally Flashlight Candy Hunt at Rady Park.

Finalized our updated Emergency Procedures Guide with assistance from Human Capital, Community Development, Emergency Management and the Police Department.

Take a Puzzle, Leave a puzzle box was installed at the WARF having been designed and built by our incredibly talented Public Works staff.

Worked with Public Works and our parks mowing contractor to procure a tree to be decorated for Christmas and then afterwards will be later planted at the WARF

The Town's Christmas Parade Float this year was designed by our parks and recreation intern and involved collaboration from all town departments to put together.

Holiday House Decorating Contest had 12 entries with winners chose for Most Traditional, Most Creative and Most Wow Factor.

Our Swim with Santa event had over 50 children in attendance.

For the pass sale that ran from November 28 through January 5, we had 145 new annual memberships, 114 renewed annual memberships, 49 new monthly memberships and 63 renewed monthly memberships for a total of \$81, 826 in revenue.

Project Progress:

Parks and Recreation Master Plan-Kimley Horn completed the stakeholder interviews, focus groups, as well as the survey summary. That along with the summary of their findings from the demographics analysis, parks and facilities evaluations, benchmarking, funding and revenue assessment completed the Needs Assessment Summary for Phase 1 of our Master Plan. This summary will be reviewed with council during the January work session.

Water Play Structure-Scope of work was finalized and an IFB was published with a goal of choosing a vendor to complete the work by the end of January.

Community Garden-We are working with the Master Gardeners to develop an MOU to develop and manage a community garden at the WARF.

CARP projects-In preparation for the FY 27 budget, we have been evaluating and putting together an additional list of larger scale items that need to be fixed or replaced to include the large slide tower at the WARF and plaster of the leisure pool.

WARF Front Walkway lights-we are currently exploring options to replace the lights that were removed during the front walkway repairs.

Park Restrooms-We have started repairs and upgrades to the park restrooms during the downtime of winter to include light and fixture replacement, power washing and painting.

Charts and information:



**Town of Warrenton
Department of Parks and Recreation
Second Quarter FY26**

Revenue Summary

	FY 2025 FY 25 2nd Qtr.	FY 2025 3rd Qtr.	FY 2025 4th Qtr.	FY 2025 YTD	FY 2026 1st Qtr.	FY 2026 FY 26 2nd Qtr.	FY 2026 YTD
Memberships	\$87,516.37	\$94,633.72	\$99,888.59	\$374,784.52	\$96,871.42	\$113,526.60	\$210,398.02
MVPasses	\$10,849.50	\$12,748.82	\$13,418.75	\$47,097.77	\$11,320.00	\$13,457.20	\$24,777.20
Daily Admissions	\$34,027.50	\$53,060.50	\$84,296.00	\$234,725.00	\$68,870.00	\$46,401.00	\$15,271.00
Group Fitness 15 Class Pass	\$1,890.00	\$2,390.00	\$1,485.00	\$7,655.00	\$2,250.00	\$1,200.00	\$3,450.00
Programs (Aquatics, Fitness, Recreation)	\$23,603.38	\$35,968.00	\$59,390.33	\$150,489.21	\$24,537.88	\$31,057.32	\$55,595.20
Rentals	\$54,884.50	\$99,241.00	\$34,044.50	\$229,319.84	\$36,213.50	\$39,051.10	\$75,264.60
Individual Instruction	\$7,563.00	\$9,805.00	\$14,475.00	\$40,582.00	\$11,905.00	\$9,810.00	\$21,15.00
Merchandise	\$936.92	\$1,087.63	\$6,650.49	\$10,021.93	\$1,314.60	\$790.34	\$2,104.94
Sponsorship/Grant/ Ad Sales	\$2,000.00	\$5,400.00	\$6,800.00	\$15,100.00	\$2,900.00	\$3,200.00	\$6,100.00
Park Rentals and Events	\$540.00	\$2,845.00	\$3,887.50	\$9,407.50	\$4,122.50	\$845.00	\$4,967.50
Vending Commission	\$1,132.66	\$2,894.77	\$2,092.01	\$8,528.26	\$3,017.23	\$1,695.34	\$4,712.57
End of period	\$224,943.83	\$320,074.44	\$326,428.17	\$1,127,711.03	\$263,322.13	\$261,033.90	\$524,356.03

Monthly Memberships/25 Visit Passes/Admissions Sales Summary

	FY 2025 FY 25 2nd Qtr.	FY 2025 3rd Qtr.	FY 2025 4th Qtr.	FY 2025 YTD	FY 2026 1st Qtr.	FY 2026 FY 26 2nd Qtr.	FY 2026 YTD
New Annual Memberships	88	128	73	397	89	128	217
Renewed Annual Membership	126	111	133	496	114	150	264
Renewal Rate	59%	46%	58%	55%	57%	54%	55%
Monthly Memberships	193	212	270	832	196	204	400
25 Visit Passes	70	83	88	315	67	81	148
Group Fitness 15 Class Pass	14	18	11	59	15	8	23
Daily Admissions	5,253	7,924	12,896	36,190	9,840	6,497	16,337
Total Number of Check-ins	25,783	29,482	32,818	114,578	29,134	25,432	54,566

Monthly Programming Summary

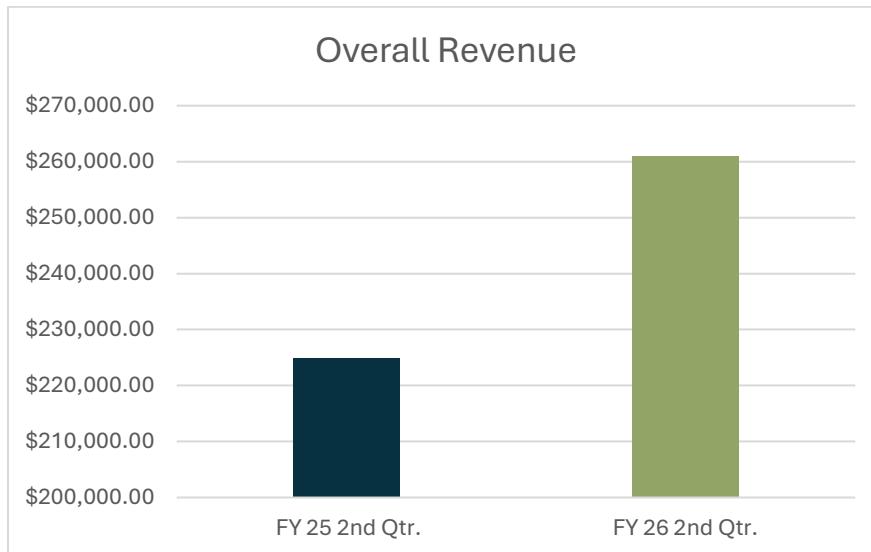
	FY 2025 2nd Qtr.	FY 2025 3rd Qtr.	FY 2025 4th Qtr.	FY 2025 YTD	FY 2026 1st Qtr.	FY 2026 2nd Qtr.	FY 2026 YTD
Aquatic Classes Offered	6	42	114	251	84	30	114
Number of Participants in Aquatic Classes	21	203	547	1146	345	118	463
Fitness Classes Offered	691	604	663	2616	650	635	1285
Number of Participants in Fitness Classes	6441	6639	6993	26079	4811	6794	11605
Specialty Classes Offered	3	3	3	13	3	3	6
Number of Participants in Specialty Classes	16	24	21	82	17	26	43
Recreation Programs/Events Offered	5	4	8	23	5	5	10
Number of Participants in Recreation Programs/Events	131	48	282	521	58	156	214

Rentals

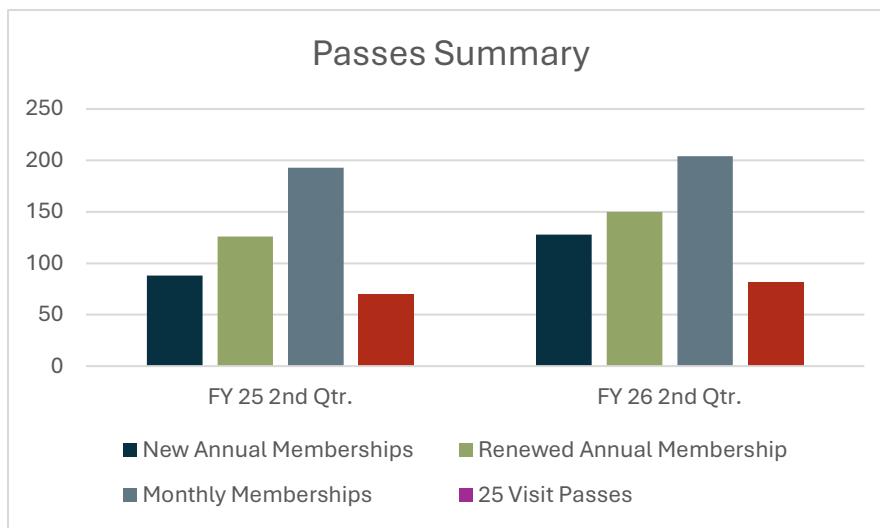
	FY 2025 2nd Qtr.	FY 2025 3rd Qtr.	FY 2025 4th Qtr.	FY 2025 YTD	FY 2026 1st Qtr.	FY 2026 2nd Qtr.	FY 2026 YTD
Swim Lanes	2608	3108.5	1224.5	7709	449	1880.5	2329.5
Birthday Parties	71	75	65	265	39	39	78
Facility Rentals/Group Swims	47	33	19	136	15	18	33
Pavilion Rentals	17	9	56	117	45	27	72
Field Rentals	0	0	0	0	13	10	23

Data:**Revenue:**

Overall revenue has increased by 14% compared to FY 25-2nd quarter. Even with the reduction in revenue for our Swim Lane rentals, there's been an increase in the rest of our revenue line items to include memberships, daily admissions, personal training, and programs.

**Passes:**

Compared to the second quarter of FY 25, we've seen an increase annual memberships, renewals, monthly memberships and 25 visit passes. We have a pass sale during the month of December, which is where we see the annual, monthly and renewal increase. Additionally, we've seen a 19% increase in our daily admissions as well.



Programs:

Our participation numbers are back up this quarter showing an increase from FY 25-2nd quarter in our aquatic, fitness and recreation programs. We added a short session of swim lessons in November through December.

Rentals:

Compared to FY 25-2nd quarter, we are seeing about a 28% decrease in swim lane rentals, 45% decrease in birthday parties, 61% decrease in group swims with a 59% increase in pavilion rentals, as well as a new soccer field rental at Rady Park that we have not had in the past.

Quarterly Report

Department of Finance & Procurement

Town Council Meeting Date: February 10, 2025

Second Quarter 2026: October, November, December 2025



Department introduction:

The mission of the Department of Finance and Procurement is to promote excellence and transparency in the delivery of effective and efficient financial management services to our internal and external customers and stakeholders. This is accomplished by adhering to sound financial management practices, demonstrating integrity in all that we do, and working as a team to support the Town's mission, vision, and values.

The Department is responsible for accounting and financial reporting, budget preparation and monitoring, debt management, accounts receivable, accounts payable, payroll processing, procurement, tax billing, utility billing, collections, and investment management.

Project Progress:

Accounting and Financial Reporting:

- Annual external audit
 - Our external auditors, Brown, Edwards & Company, finalized the fiscal year 2025 audit and issued an unmodified opinion on our Annual Comprehensive Financial Report for the Fiscal Year Ended June 30, 2025.
 - The auditors presented the results of the fiscal year 2025 audit and Annual Comprehensive Financial Report to the Council at the December 2025 meeting.

Debt Issuance:

- Council adopted a Reimbursement Resolution in September 2025 that will allow the Town to use bond proceeds to replenish reserves that are currently being used to fund capital.
- In November 2025, the Town's financial advisors conducted 2 by 2 meetings with Council members to discuss the upcoming debt issuance and credit rating process.
- Town Council conducted a public hearing on the issuance of debt at the January 2026 Council meeting. The process is underway to obtain a credit rating in conjunction with the debt issuance.

Budget:

- Fiscal Year 2027 Budget:
 - All requests from departments and outside agencies were received and have been

compiled into a draft version of the proposed budget. Staff are working through this draft version with the Interim Town Manager.

Tax Administration:

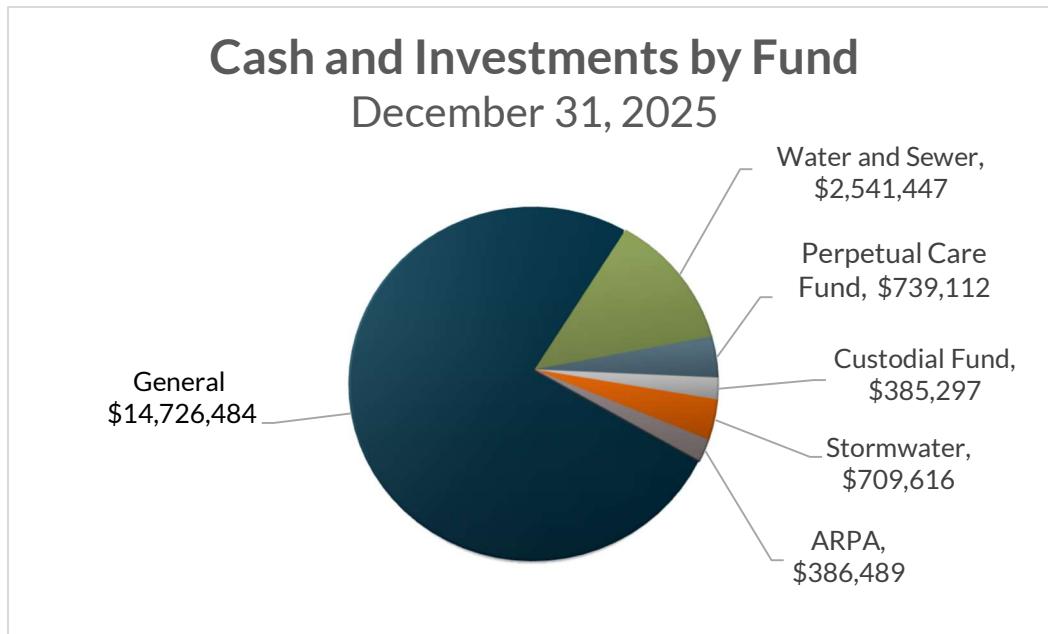
- Real estate tax and stormwater management fees for the second half of 2025 and the annual personal property tax were due on December 15th.

Charts and information:

The following charts are provided based on the information contained in the **attached financial statements for the period ending December 30, 2025**.

Cash and Investments

The following chart shows the cash and investment balances for each of the Town's major funds. The total has decreased by approximately \$11.8 million compared to the same period last year primarily due to the spending of ARPA funds and Water and Sewer capital spending.



Reserve Amounts

The reserve amounts reported in this section fall below the Town's adopted policy thresholds. This is pending the issuance of debt to reimburse reserves currently being used to fund capital projects.

General Fund Unassigned Fund Balance

The council adheres to an adopted minimum unassigned fund balance policy for the General Fund equivalent to 50% of current adopted annual operating expenditure. The current estimate is provided below.

Fiscal Year	UFB as Percentage of Budgeted Operating Expenditures
FY26	36.42%

- **FY26:** The policy threshold for FY26 is \$9.6 million. The current unassigned fund balance is **36.42%** of the FY26 operating budget. This is \$2,620,528 less than the policy threshold.

Water and Sewer Fund Cash Balance

For the Water and Sewer fund, the Council adopted a policy to maintain a cash balance equivalent to 200 days of operating expenses.

Fiscal Year	Cash Balance Equivalent to Days of Operating Expenses
FY26	95

- **FY26:** The policy threshold for FY26 is \$4.7 million. The current cash balance falls short of meeting the policy by \$2,464,414. This is equivalent to **95** days of operating expenses.

Budget and Actual by Fund

The following pages contain graphs for each fund that compare the budget to the actual revenue or expenditures recorded year-to-date. Capital projects are included for each fund. This can distort the budget-to-actual comparison, since most capital spending crosses over fiscal years.

Each graph shows:

- the total budget for the fund, represented by the dark blue bar at the top of each graph.
- revenue received year-to-date, represented by the green bar.
- expenditures recorded year-to-date.
 - This is further broken down into
 - Operating (blue)
 - Capital (light gray)
 - Encumbrances (orange) – this represents the total value of purchase orders issued to vendors for services, equipment, materials, and supplies. While not part of the actual expenditure as of the end of the period, these amounts will be expended in the coming months.

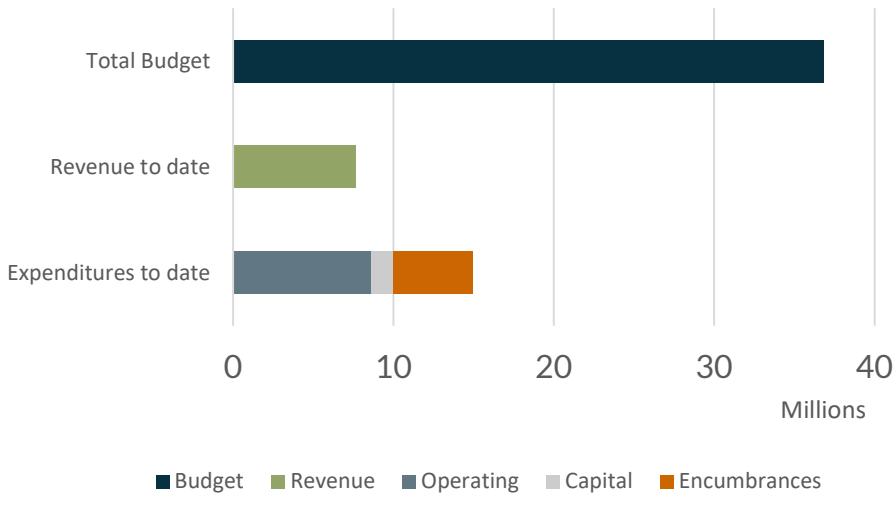
Impact of Accruals for Financial Reporting

For the general fund, the accrual of revenues to the prior fiscal year for financial reporting purposes may result in those revenue categories appearing lower than the expected amount for this point in the year. Significant revenue accrual amounts are listed below:

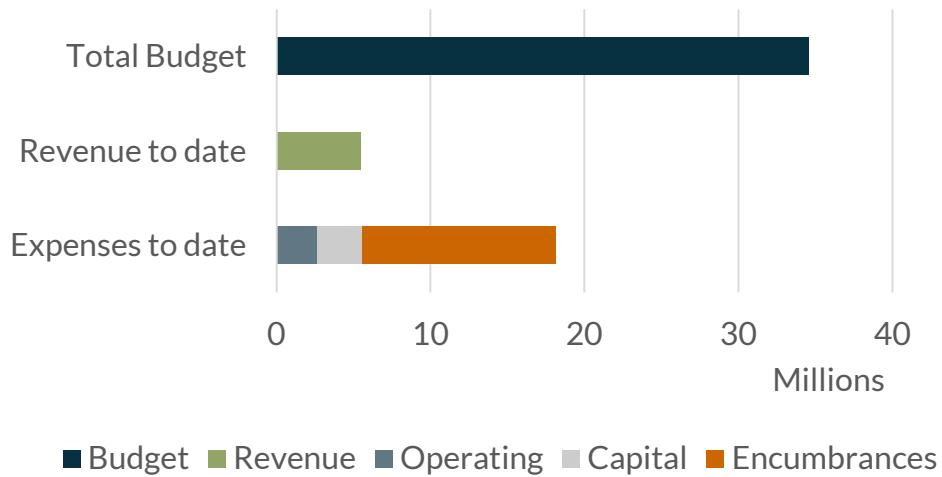
Category	Amount
Business License	\$418,294
Meals Tax	\$495,149
Lodging Tax	\$28,293
Sales Tax	\$268,815
Communications Tax	\$55,780
Motor Vehicle Rental Tax	\$24,254
Court Fines	\$4,102
Utility and Consumption Taxes	\$40,444
TOTAL	\$1,335,131

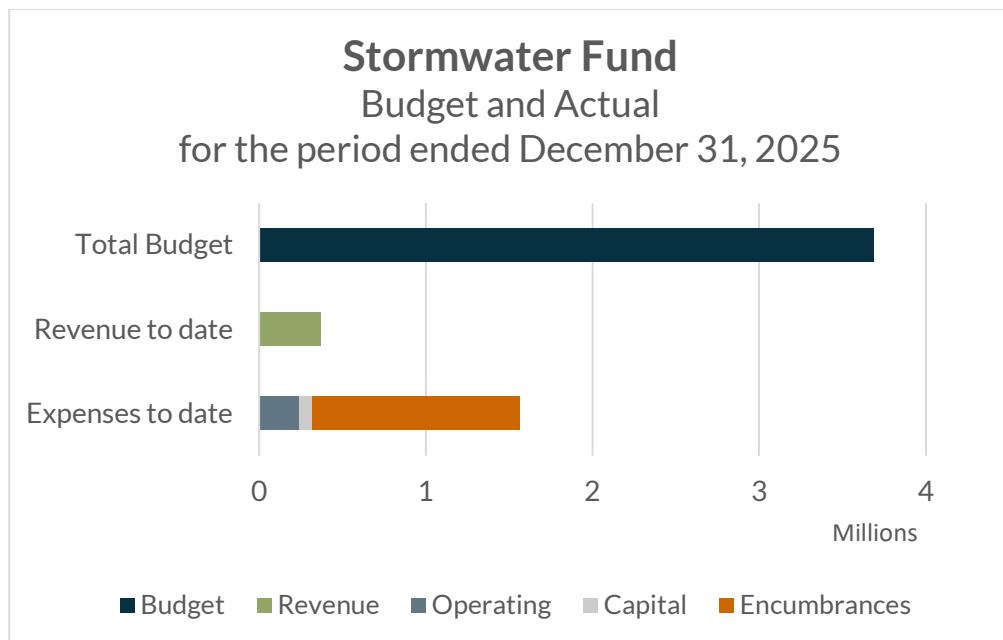
Adding this total to the actual year-to-date revenue for the general fund results in a total of \$8,947,948, which exceeds the expected amount by \$360,216.

General Fund
Budget and Actual
for the period ended December 31, 2025



Water and Sewer Fund
Budget and Actual
for the period ended December 31, 2025

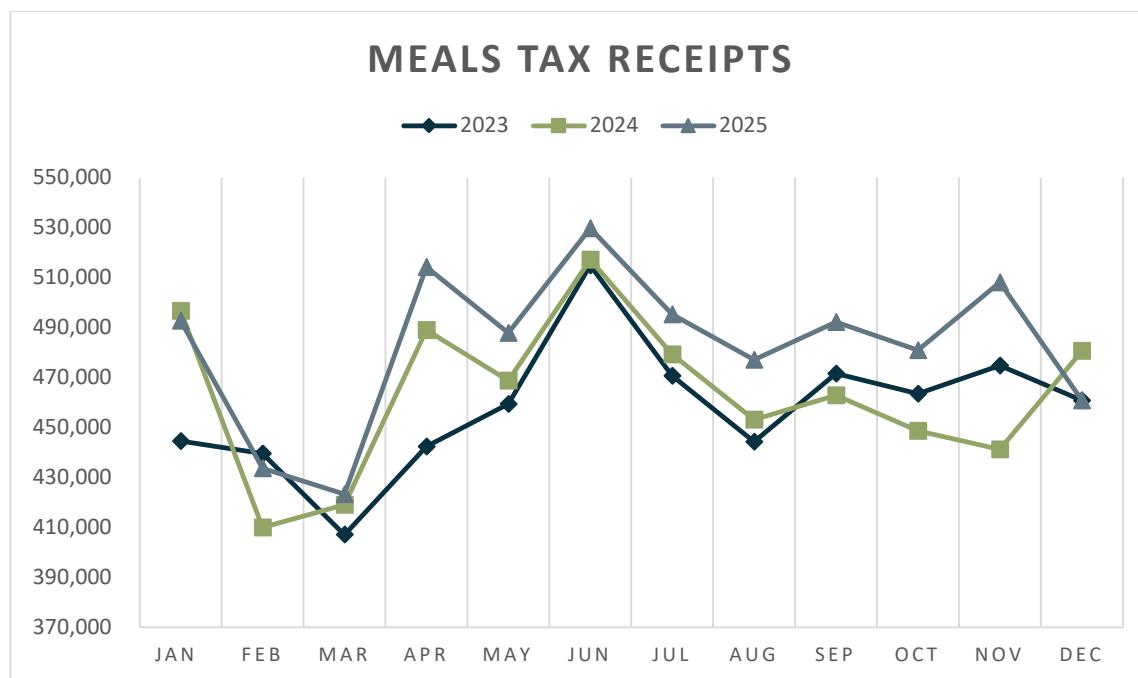




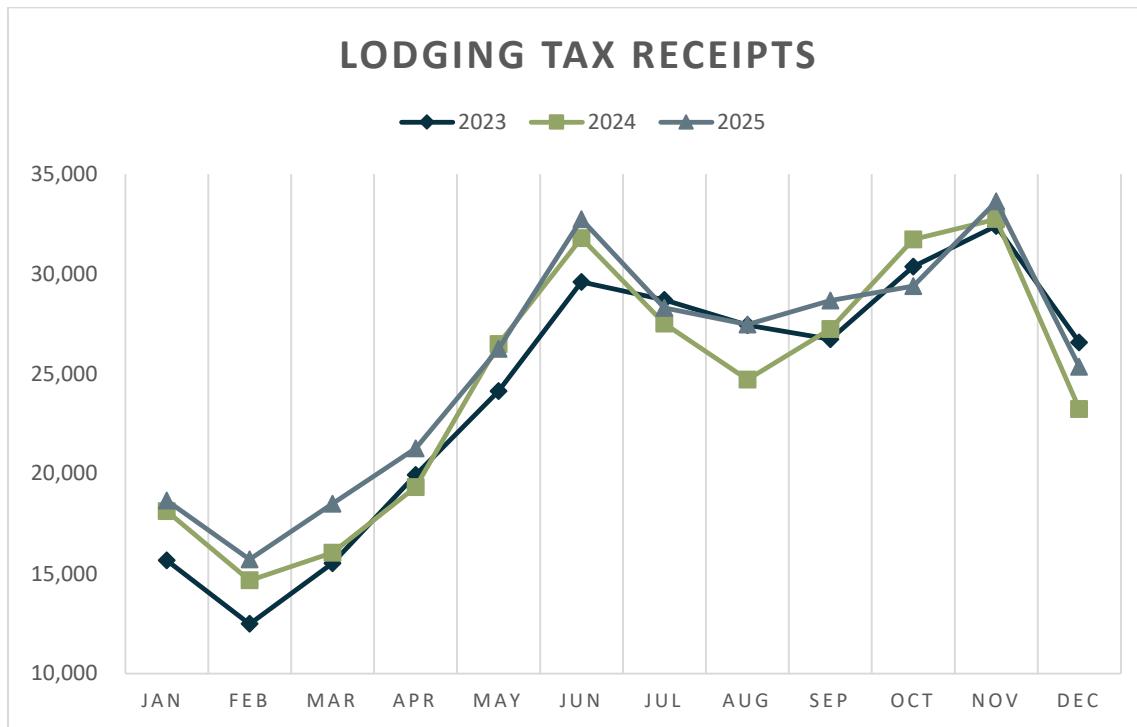
REVENUE TRENDS

A review of the monthly revenue categories is provided to assist in understanding how our current receipts compare to prior periods. The data is presented on a cash basis for the current calendar year (2025) and two prior years (2024 and 2023). The monthly revenue categories are Meals Tax, Lodging Tax, Local Sales Tax, and Utility Billing Receipts.

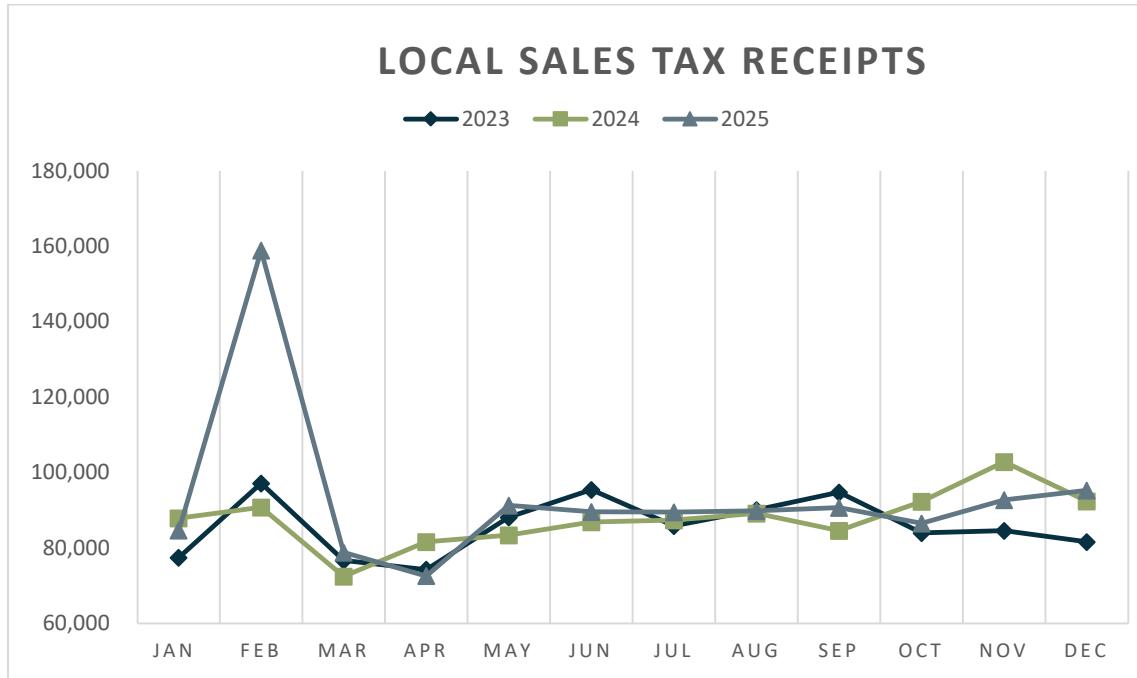
Meals Tax - This is the largest revenue source for the General Fund. Collections increased in October and November compared with prior year receipts but fell to previous levels for December.



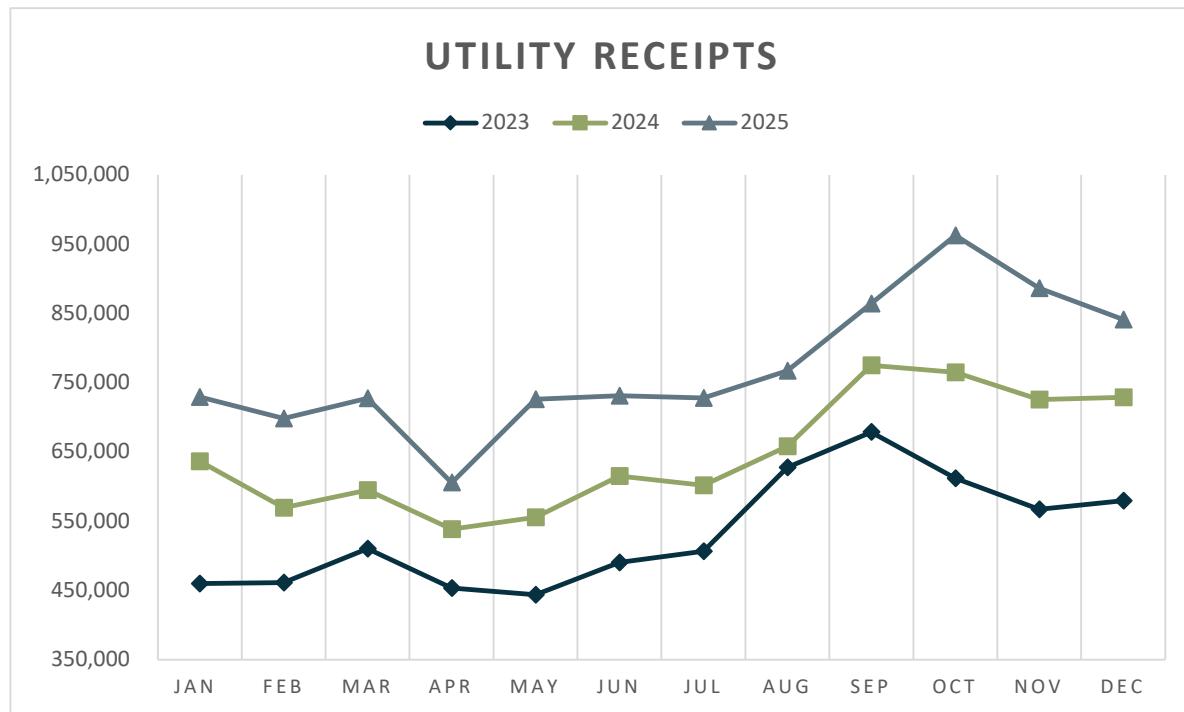
Lodging Tax – Lodging tax revenue has followed the same trend as in prior years.



Local Sales Tax – Sales Tax receipts for October and November were lower than 2024 but rebounded in December. The remittance lags the month of collection by two months (e.g. – sales tax collected in December is received in February).



Utility Receipts - The chart below shows the monthly receipts for Water and Sewer bills. The increase in the August and September time frame for each year reflects the annual adopted rate increases of approximately 23% in accordance with the Water and Sewer rate study update finalized in 2023.



Data:

DELINQUENT ACCOUNT BALANCES

Real Estate Tax and Stormwater Management Utility Fee

Real Estate tax and the Stormwater Management Utility fee are due twice a year, on June 15th and December 15th. The percentage collected and unpaid balances for FY24 and FY25 are shown below:

Fiscal Year	Real Estate Tax	Percentage Collected	Unpaid Balance
FY24	1st half, CY2024	99.6%	\$1,785.81
FY25	2nd half, CY2024	99.6%	\$1,865.56
FY25	1st half, CY2025	99.2%	\$4,777.46
FY26	2nd half, CY2025	98.1%	\$10,787.67

Fiscal Year	Stormwater Utility Fee	Percentage Collected	Unpaid Balance
FY24	1st half, CY2024	99.8%	\$865.48
FY25	2nd half, CY2024	99.8%	\$897.88
FY25	1st half, CY2025	99.5%	\$1,878.11
FY26	2nd half, CY2025	98.3%	\$5,985.22

Personal Property Tax and Vehicle License Fee

Personal Property taxes and vehicle license fees are due once a year on December 15th. The percentage collected and unpaid balances for the December 15, 2025, billing are shown below:

Fiscal Year	Type	Percentage Collected	Unpaid Balance
FY26	Personal Property Tax	93.4%	\$75,634.87
FY26	Business Personal Property Tax	83.9%	\$70,248.21
FY26	Vehicle License Fee	68.6%	\$75,158.41

Business License Tax

Business license renewal applications are due annually on April 15th for the license year beginning July 1. The payment for the license is due on June 30th. The percentage collected and unpaid balances are shown below for the current and last three years.

Fiscal Year	Type	Percentage Collected	Unpaid Balance
FY24	Business License 2024	99.4%	\$14,436.35
FY25	Business License 2025	99.0%	\$23,181.76
FY26	Business License 2026	98.7%	\$31,622.82

Meals Tax

Meals Tax collectors must file for us to know the amount of tax owed. If they fail to file, we may issue a statutory assessment based on the best available information and pursue collection of that amount.

Past Due Amounts and Delinquent Filings: The Town has a total of 89 registered Meals Tax collectors. The following businesses have past due Meals Tax balances or are not current on their filings.

Balance Due Range	Business	No. of Months Past Due Filing
< \$10,000	Fat Tuesday's	0
	Talk of the Mountain	0
	Wild Hare Hard Cider *	0
	Little Caesars	0
	The Bluebird Bakeshoppe	1

* statutory assessments issued due to non-filing

Lodging Tax

Like Meals Tax, businesses must file for us to create an assessment. All registered collectors are current in their filings and payments.

Sales Tax

Sales tax is remitted to the State each month based on the County, not the Town, that the business is located in. The local 1% is then sent back to the County. The amount to be distributed to the Towns is determined based on the residency of school-aged children. The County retains 50% of that amount and distributes the remaining 50% to the incorporated Towns based on the percentage of school-aged children residing in each town. There is no information provided by the State regarding delinquent accounts.

Utility Billing

The total delinquent balance has increased by \$1,180 compared to December 2024. This represents a 0.7% increase compared to FY25.

	December 31, 2024	December 31, 2025	Incr. / (Decr.)
Over 30	101,315	100,133	\$ (1,182)
Over 60	44,695	34,132	(10,563)
Over 90	13,405	26,330	12,925
Total	\$ 159,415	\$ 160,595	\$ 1,180



Financial Statements

For the Period Ended December 31, 2025

Table of Contents

- 1 – Cash, Investments and Receivables
- 2 – Budget to Actual – Revenues
- 3 – Budget to Actual – Expenditures

Town of Warrenton, Virginia
Cash, Investment and Receivable Balances

	<u>December 31, 2024</u>	<u>December 31, 2025</u>	
CASH			
On Hand	\$ 2,580	\$ 2,580	
Checking Accounts	6,196,942	2,287,903	
Money Market Accounts	420,074	423,109	
TOTAL CASH IN BANK	\$ 6,619,596	\$ 2,713,592	
INVESTMENTS			
Virginia Local Government Investment Pool	17,894,054	13,655,003	
Virginia Investment Pool	3,922,941	3,119,850	
Virginia SNAP	2,807,639	-	
TOTAL INVESTMENTS	\$ 24,624,634	\$ 16,774,853	
TOTAL CASH AND INVESTMENTS	\$ 31,244,230	\$ 19,488,445	
Comparison of Yields			
Virginia Local Government Investment Pool	5.40%	4.36%	
Virginia Investment Pool	4.39%	3.93%	
Virginia SNAP	5.09%	-	
CASH AND INVESTMENT BALANCES BY FUND			
General Fund	\$ 15,539,037	\$ 14,726,484	
Water and Sewer Operating	4,688,143	2,541,447	
Water and Sewer Capital	2,208,523	-	
Stormwater Fund	634,542	709,616	
CSLFRF Fund (ARPA)	7,020,095	386,489	
Perpetual Care Fund	709,257	739,112	
Custodial Fund	444,634	385,297	
CASH PROFFER BALANCES			
Highland	\$ 114,865	\$ 121,406	
Recreation	59,905	59,905	
Academy Hill Park	29,260	29,260	
Waterloo Junction Parks	-	1,555	
	\$ 204,030	\$ 212,126	
WATER AND SEWER OPERATING A/R AGING			
	<u>December 31, 2024</u>	<u>December 31, 2025</u>	<u>Incr. / (Decr.)</u>
Over 30	101,315	100,133	\$ (1,182)
Over 60	44,695	34,132	(10,563)
<u>Over 90</u>	<u>13,405</u>	<u>26,330</u>	<u>12,925</u>
Total	\$ 159,415	\$ 160,595	\$ 1,180
RESERVE AMOUNTS			
	Policy	Calculated Threshold	December 31, 2025
General Fund Unassigned Fund Balance Estimate	<i>50% of adopted operating budget</i>	\$ 9,648,526	\$ 7,027,997
-Budget Stabilization	<i>50% of annual surplus, up to 10% operating budget</i>	\$ 1,929,705	\$ 1,611,068
-Capital Reserve	<i>50% of annual surplus</i>	n/a	\$ -
Water and Sewer Operating	<i>Cash balance = 200 days</i>	\$ 4,703,107	\$ 2,238,693

Town of Warrenton, Virginia
Budget to Actual -- Revenues as of December 31, 2025

Fund / Source of Revenue	Budget		Actual		% of Budget	Budget Remaining		
	Full Year	Expected Year-to-Date	Year-to-Date					
GENERAL FUND								
<u>OPERATING</u>								
General Property Taxes	\$ 2,010,395	\$ 1,365,198	\$ 1,169,158	58.16%	\$ 841,237			
Local Sales Tax	1,080,000	540,000	365,166	33.81%	714,834			
Consumer Utility Tax	520,330	260,165	187,493	36.03%	332,837			
BPOL	2,400,000	-	93,648	3.90%	2,306,352			
Consumption Tax	53,000	26,500	15,991	30.17%	37,009			
Motor Vehicle License Fee	220,000	-	164,770	74.90%	55,230			
Bank Franchise Tax	1,240,000	-	-	0.00%	1,240,000			
Meals Tax	5,500,000	2,750,000	2,417,863	43.96%	3,082,137			
Cigarette Tax	300,000	150,000	104,469	34.82%	195,531			
Lodging Tax	300,000	150,000	144,458	48.15%	155,542			
Permits, Privilege Fees & Licenses	244,250	122,125	224,578	91.95%	19,672			
Fines & Forfeitures	77,500	38,750	46,056	59.43%	31,444			
Use of Money & Property	800,000	400,000	337,655	42.21%	462,345			
Charges for Services	1,075,500	537,750	516,919	48.06%	558,581			
Miscellaneous Revenue	258,344	129,172	241,553	93.50%	16,791			
Non-Categorical Aid	480,085	240,043	163,728	34.10%	316,357			
Categorical Aid	2,954,595	1,477,298	1,403,733	47.51%	1,550,862			
Federal Revenue	801,466	400,733	15,578	0.00%	785,888			
Transfers In	657,490	-	-	0.00%	657,490			
Non-revenue Receipts	4,754,148	-	-	0.00%	4,754,148			
<u>Use of Fund Balance</u>	-	-	-	0.00%	0			
TOTAL GENERAL FUND	\$ 25,727,103	\$ 8,587,732	\$ 7,612,817	29.59%	\$ 18,114,286			
<u>CAPITAL PROJECTS FUND</u>								
Commonwealth Revenue	\$ 1,537,929	768,965	-	0.00%	1,537,929			
<u>Transfers</u>	<u>\$ 4,890,756</u>	<u>\$ -</u>	<u>\$ -</u>	<u>0.00%</u>	<u>\$ 4,890,756</u>			
TOTAL CAPITAL PROJECTS FUND	\$ 6,428,685	\$ -	\$ -	0.00%	\$ 6,428,685			
<u>ASSET REPLACEMENT FUND</u>								
Miscellaneous Revenue	\$ -	\$ -	\$ 46,082	0.00%	\$ (46,082)			
<u>Transfers</u>	<u>4,660,420</u>	<u>-</u>	<u>-</u>	<u>0.00%</u>	<u>4,660,420</u>			
TOTAL GENERAL CARP FUND	\$ 4,660,420	\$ -	\$ 46,082	0.99%	\$ 4,614,338			
TOTAL GENERAL FUND	<u>\$ 36,816,208</u>	<u>\$ 8,587,732</u>	<u>\$ 7,658,899</u>	<u>20.80%</u>	<u>\$ 29,157,309</u>			
WATER AND SEWER FUND								
<u>OPERATING FUND</u>								
Transfer Fees	\$ 8,250	\$ 4,125	\$ 4,325	52.42%	\$ 3,925			
Use of Money & Property	397,077	198,539	144,770	36.46%	252,307			
Charges for Services	10,132,492	5,066,246	5,185,646	51.18%	4,946,846			
Recovered Costs	33,913	16,956	8,402	24.78%	25,511			
Miscellaneous Revenue	16,000	8,000	17,710	110.69%	(1,710)			
Federal Revenue	-	-	-	0.00%	-			
<u>Non-Revenue Receipts</u>	<u>53,932</u>	<u>-</u>	<u>-</u>	<u>0.00%</u>	<u>53,932</u>			
TOTAL W&S OPERATING FUND	\$ 10,641,663	\$ 5,293,866	\$ 5,360,853	50.38%	\$ 5,280,810			
<u>CAPITAL FUND</u>								
Use of Money & Property	\$ 100,000	\$ 50,000	\$ 11,276	0.00%	\$ 88,724			
Federal Revenue	92,469	-	-	0.00%	92,469			
<u>Transfers</u>	<u>19,002,640</u>	<u>-</u>	<u>-</u>	<u>0.00%</u>	<u>19,002,640</u>			
<u>Non-Revenue Receipts</u>	<u>15,390,840</u>	<u>-</u>	<u>110,250</u>	<u>0.58%</u>	<u>18,892,390</u>			
TOTAL W&S CAPITAL FUND	\$ 34,585,949	\$ 50,000	\$ 121,526	0.79%	\$ 15,269,314			
TOTAL WATER AND SEWER FUND	<u>\$ 45,227,612</u>	<u>\$ 5,343,866</u>	<u>\$ 5,482,379</u>	<u>51.17%</u>	<u>\$ 20,550,124</u>			
STORMWATER MANAGEMENT FUND								
Local Revenue	\$ 737,000	\$ -	\$ 365,883	49.64%	\$ 371,117			
State Revenue	1,225,305	368,500	-	0.00%	1,225,305			
<u>Transfers</u>	<u>1,725,131</u>	<u>-</u>	<u>-</u>	<u>0.00%</u>	<u>1,725,131</u>			
TOTAL SWM FUND	\$ 3,687,436	\$ -	\$ 365,883	9.92%	\$ 3,321,553			
CSLFRF FUND (ARPA)								
<u>Federal Revenue</u>	<u>\$ 3,070,914</u>	<u>\$ -</u>	<u>\$ -</u>	<u>0.00%</u>	<u>\$ 3,070,914</u>			
TOTAL CSLFRF FUND	<u>\$ 88,802,170</u>	<u>\$ 13,931,598</u>	<u>\$ 13,507,161</u>	<u>15.21%</u>	<u>\$ 56,099,901</u>			

Budget to Actual -- Expenditures as of December 31, 2025

Fund/Category	Budget		Actual		% of Budget	Budget Remaining		
	Full Year	Expected	Year-to-Date	Encumbered				
GENERAL FUND								
<u>OPERATING</u>								
Council	\$ 259,147	\$ 129,574	\$ 101,912	\$ 414	39.49%	\$ 156,822		
Town Manager	233,806	116,903	101,392	5,480	45.71%	126,934		
Legal Services	350,500	175,250	106,818	246,776	100.88%	(3,094)		
Human Capital	329,400	164,700	134,080	32,845	50.68%	162,475		
Information Technology	2,067,534	1,033,767	960,621	456,345	68.53%	650,568		
Finance	1,013,440	506,720	417,760	42,180	45.38%	553,500		
Other Organizations	9,958	4,979	9,850	-	98.91%	109		
Insurance	141,974	70,987	102,086	-	71.90%	39,888		
Electoral Board	-	-	-	-	0.00%	-		
Police	3,724,983	1,862,492	1,574,006	27,490	42.99%	2,123,488		
Emergency Services	75,733	37,867	34,333	-	45.33%	41,400		
Public Works Administration	463,564	231,782	202,867	29,871	50.21%	230,826		
Street Maintenance	2,698,085	1,349,042	799,987	193,948	36.84%	1,704,150		
Sanitation	623,035	311,518	321,240	29,040	56.22%	272,755		
Fleet	857,946	428,973	399,842	227,492	73.12%	230,612		
Facilities	910,211	455,106	325,820	183,658	55.97%	400,733		
Cemetery	168,547	84,274	73,998	13,603	51.97%	80,946		
Parks and Recreation	2,730,731	1,365,366	1,151,139	241,044	50.98%	1,338,548		
Community Development	2,238,741	1,119,370	735,811	248,305	43.96%	1,254,625		
Communications	212,914	106,457	89,969	7,802	45.92%	115,143		
Contributions	48,650	24,325	110,132	-	226.38%	(61,482)		
Non-departmental	436,468	218,234	188,252	-	43.13%	248,217		
Transfers	5,301,566	2,650,783	-	-	0.00%	5,301,566		
<u>Debt Service</u>	<u>830,169</u>	<u>415,085</u>	<u>702,259</u>	<u>-</u>	<u>84.59%</u>	<u>127,910</u>		
TOTAL GENERAL FUND	\$ 25,727,103	\$ 12,863,551	\$ 8,644,173	\$ 1,986,294	41.32%	\$ 15,096,637		
CAPITAL PROJECTS FUND								
<u>Capital Projects</u>	<u>\$ 6,428,685</u>	<u>\$ 3,214,343</u>	<u>\$ 96,488</u>	<u>\$ 1,743,151</u>	<u>28.62%</u>	<u>\$ 4,589,047</u>		
TOTAL CAP. PROJECTS FUND	\$ 6,428,685	\$ 3,214,343	\$ 96,488	\$ 1,743,151	28.62%	\$ 4,589,047		
ASSET REPLACEMENT FUND								
<u>Asset Replacements</u>	<u>\$ 4,660,420</u>	<u>\$ 2,330,210</u>	<u>\$ 1,290,701</u>	<u>\$ 1,193,211</u>	<u>53.30%</u>	<u>\$ 2,176,508</u>		
TOTAL GEN. CARP FUND	\$ 4,660,420	\$ 2,330,210	\$ 1,290,701	\$ 1,193,211	53.30%	\$ 2,176,508		
TOTAL GENERAL FUND	\$ 36,816,208	\$ 18,408,104	\$ 10,031,362	\$ 4,922,655	40.62%	\$ 21,862,191		
WATER AND SEWER FUND								
WATER & SEWER OPERATING FUND								
Water Department	\$ 2,947,006	\$ 1,473,503	\$ 1,099,200	\$ 650,258	59.36%	\$ 1,197,548		
Wastewater Department	2,713,188	1,356,594	892,017	678,793	57.90%	1,142,378		
Water / Sewer Administration	1,361,919	680,959	586,595	133,117	52.85%	642,207		
Debt Service	1,293,510	646,755	70,771	-	5.47%	1,222,739		
<u>Transfers Out</u>	<u>2,326,041</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>0.00%</u>	<u>2,326,041</u>		
TOTAL W&S OPERATING FUND	\$ 10,641,663	\$ 5,320,832	\$ 2,648,583	\$ 1,462,167	38.63%	\$ 6,530,913		
WATER & SEWER CAPITAL FUND								
Asset Replacements	\$ 2,087,330	\$ 1,043,665	\$ 720,426	\$ 151,012	41.75%	\$ 1,215,893		
<u>Capital Projects</u>	<u>32,498,618</u>	<u>16,249,309</u>	<u>2,226,976</u>	<u>10,934,995</u>	<u>40.50%</u>	<u>19,336,647</u>		
TOTAL W&S CAPITAL FUND	\$ 34,585,949	\$ 17,292,974	\$ 2,947,402	\$ 11,086,007	40.58%	\$ 20,552,540		
TOTAL WATER AND SEWER FUND	\$ 45,227,612	\$ 22,613,806	\$ 5,595,985	\$ 12,548,174	40.12%	\$ 27,083,453		
STORMWATER MANAGEMENT FUND								
Operating	\$ 674,851	\$ 337,425	\$ 237,372	\$ 14,913	37.38%	\$ 437,479		
Capital Projects	2,956,084	1,478,042	78,404	1,231,795	44.32%	1,645,885		
<u>Transfers Out</u>	<u>56,501</u>	<u>28,251</u>	<u>-</u>	<u>-</u>	<u>0.00%</u>	<u>56,501</u>		
TOTAL SWM FUND	\$ 3,687,436	\$ 1,843,718	\$ 315,776	\$ 1,246,707	42.37%	\$ 3,371,660		
CSLRF FUND								
<u>Expenditures</u>	<u>\$ 3,070,914</u>	<u>\$ 1,535,457</u>	<u>\$ 2,996,389</u>	<u>\$ 79,811</u>	<u>0.00%</u>	<u>\$ (5,286)</u>		
TOTAL CSLRF FUND	\$ 3,070,914	\$ 1,535,457	\$ 2,996,389	\$ 79,811	0.00%	\$ (5,286)		
TOTAL ALL FUNDS	\$ 88,802,170	\$ 44,401,085	\$ 18,939,512	\$ 18,797,347	42.50%	\$ 51,065,311		



Quarterly Report

Information Technology

Department

Town Council Meeting Date: Feb 10, 2026

Second Quarter: 2026 Oct, Nov, Dec

Please accept this as the quarterly report for the **Information Technology** department

Department Overview:

The Information Technology (IT) department plays a crucial role in the seamless operation of the Town, serving as the foundation for reliable, secure, and efficient technology services across all departments. By ensuring that systems are consistently available and effectively utilized, IT enables more efficient processes, enhances interdepartmental communication, and fosters stronger collaboration among teams to drive productivity.

The Information Technology department is committed to supporting the Town's mission of *Excellence in Action* by driving innovation, enhancing infrastructure, and fostering collaboration in alignment with the goals of *Plan Warrenton 2040*.

Building a Security-First Culture

In an increasingly interconnected digital landscape, cybersecurity risk extends far beyond technical concerns, it is a fundamental priority for local government operations. A security incident could interrupt critical public services, compromise sensitive resident information, or undermine community confidence. This reality emphasizes the essential role of robust cybersecurity practices, informed decision-making, and responsible data management in protecting Town systems and ensuring uninterrupted service delivery.

Every member of our workforce contributes to this effort. A single inadvertent action, such as opening a phishing email, using a compromised password, or operating an unpatched device. All of these actions can expose confidential records, financial systems, or public safety information. By maintaining vigilance and adhering to established protocols, we collectively strengthen our defenses, protect our residents, and uphold the integrity of the services they depend on.

Commendable Achievements:

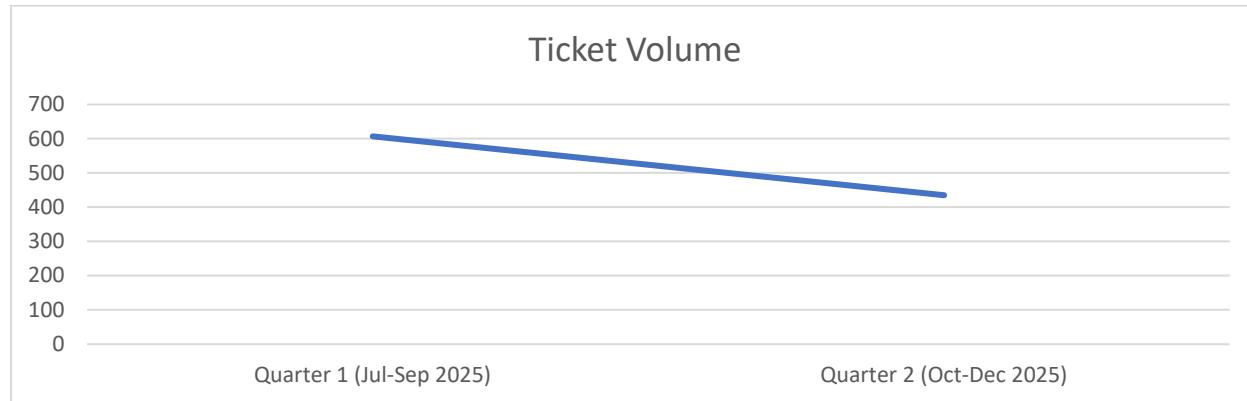
None.

Project Progress:

Modernization updates:

- Network equipment was updated to maintain system readiness and efficiency.
- Continued implementation of the ERP system, with ongoing progress in finance, human resources, and payroll modules, advancing the modernization of municipal operations and enhancing data transparency and integration across departments.
- Windows 11 workstation upgrades are 93% complete.

Charts and information:



Ticket Volume Comparison:

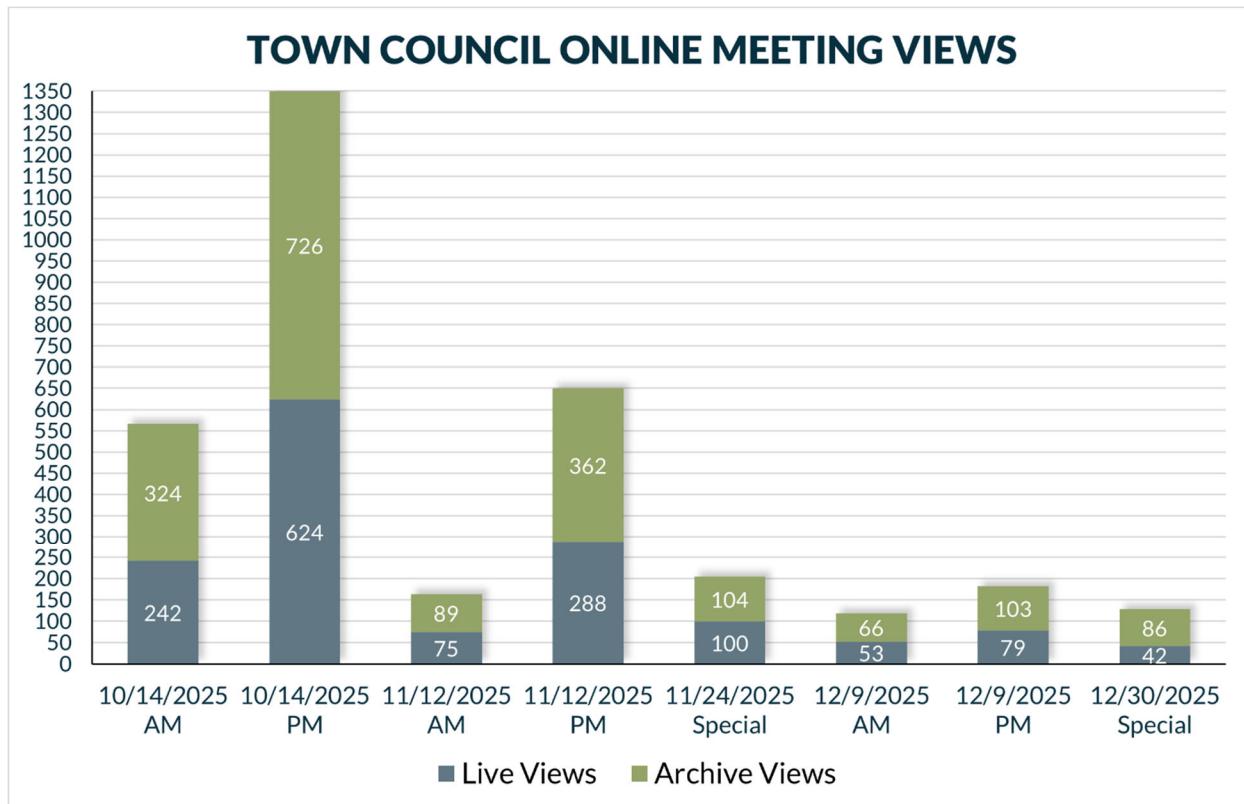
- In the **previous quarter**, there were **607 tickets**.
- In the **most recent quarter**, the number of tickets reduced to **435 tickets**.
- This represents a decrease of **28%** over the two quarters.

Trending in Ticket Volume:

- Help desk ticket volume decreased from 607 in the previous quarter to 435 this quarter, representing a **28% reduction**. This sustained decline reflects improvements in system stability, issue prevention, and end-user self-sufficiency, resulting in fewer repeat and avoidable incidents.
- The reduction in ticket volume allowed the help desk team to shift focus from reactive support to proactive maintenance and service improvements. Fewer incidents resulted in reduced end-user disruption and increased productivity across supported departments.
- Reduced ticket volume increased available support capacity, enabling improved response times, better follow-up on complex issues, and additional focus on preventative maintenance and internal process improvements.

Town Council Meeting Views:

This report provides an overview of online viewership for recent Town Council meetings, highlighting both live and archive viewing trends. Data was collected from sessions held between October and December 2025 and reflects public engagement across different meeting times. Analyzing these trends helps to assess the community's preferred viewing habits and inform decisions on scheduling and promoting Council meetings to maximize accessibility and participation.



Quarterly Report

Public Works & Utilities

Departments



Town Council Meeting Date:

2nd. Quarter FY-2026:

Please accept this as the quarterly report for the **Public Works & Utilities** departments.

Project Progress:

- Town employees decorated Old Town again for the Christmas Holiday. This included designing and constructing a decorative planter for a 12' tree by Town Hall. After the holiday this tree will be planted at the Warrenton Aquatic and Recreation Facility.



- The Street crew cleaned up and removed sediment from the concrete box culverts for better storm water drainage. Almost 650 tons of sediment and debris were removed. This can minimize flooding that could cause damage to infrastructure, and improves the quality of the water to meet D.E.Q. mandates.



- The original flagpole in the old section at the cemetery was in disrepair. The Cemetery maintenance crew restored it to its former glory. They repaired the pole and installed a new flag. Then installed a block retaining wall around it and added white gravel at the base, with a solar light.



- Town crews raised the canopies of the trees on Lee Highway. The limbs were blocking the Opticom at the signals for the First-Responders. When approaching traffic lights, the Approaching First-Responder will get the green light, and the other lights at that intersection will turn red.

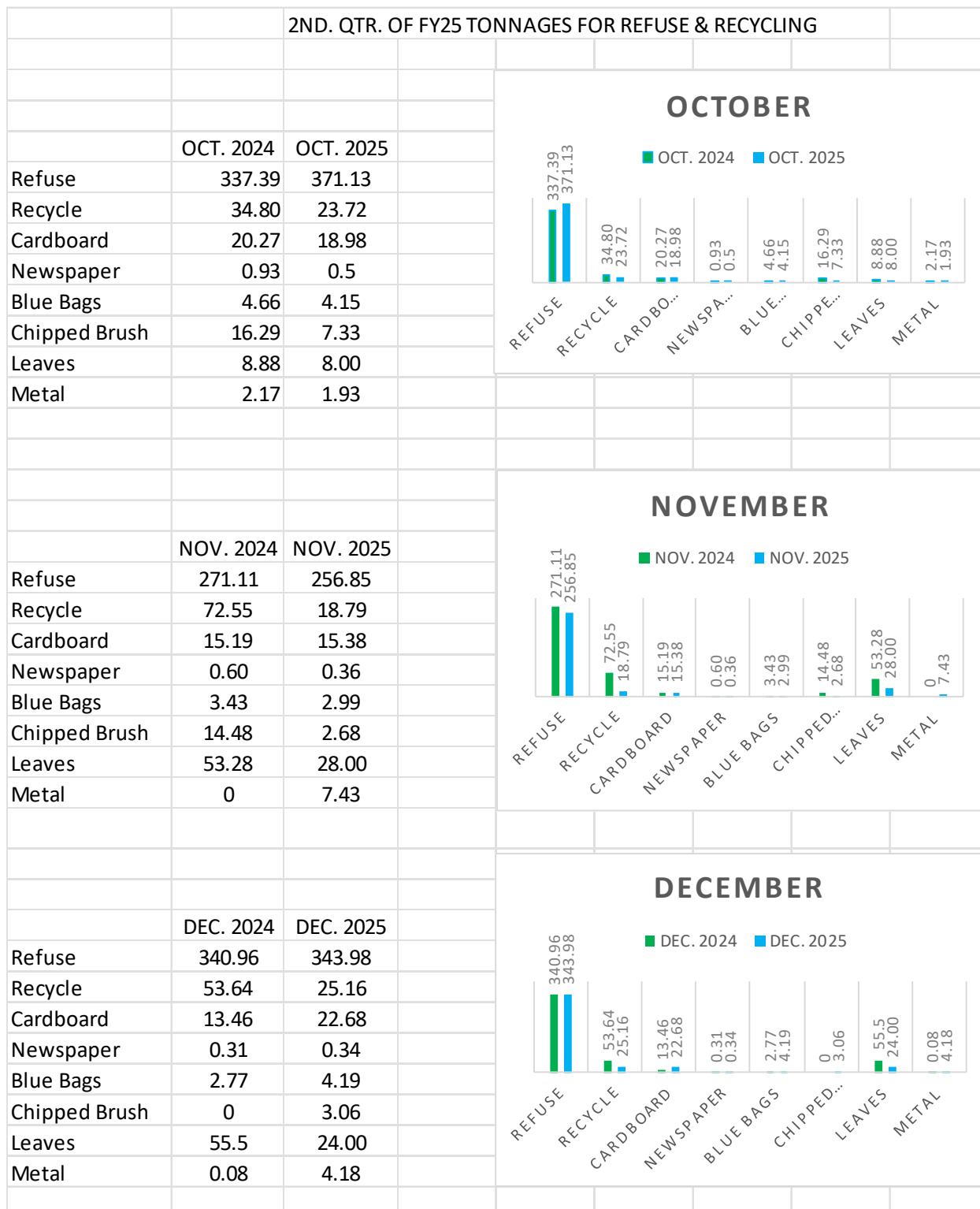


- The Town crew upgraded the basketball court at Eva Walker Park. This included prepping and resealing the asphalt court. Grinding, sanding, and painting the basketball hoop pole. Then installed new nets.



- 4 Burial permits issued: Oct. 1, Nov. 1, Dec. 2.

Charts and information:



Public Utilities:

- Staff replaced the sewer lateral from the cleanout in White's Mill. The line was broken at the cleanout connection. Exposing the line that was more than 18 feet

deep.

Meter Dept:

- 60 Read & Transfer.
- 5 Water connections issued. 5 Sewer connections issued
- 8 Water cut-ons/offs.
- 0 Meter registers replaced.

Data:

Taps Committed & Available for Sale:

(Based on the December 2002 Capacity and Growth Evaluation, Performed by Whitman & Requardt & Associates)

Residential:	Oct.	Nov.	Dec.
In-Town Water	<u>799.5</u>	<u>799.5</u>	<u>798.5</u>
In Town Sewer	<u>688</u>	<u>688</u>	<u>687</u>
Out of Town Water	<u>261</u>	<u>260</u>	<u>260</u>
Out of Town Sewer	<u>268</u>	<u>267</u>	<u>267</u>

Commercial:

	Oct.	Nov.	Dec.
In-Town Water	<u>347</u>	<u>347</u>	<u>347</u>
In Town Sewer	<u>361</u>	<u>361</u>	<u>361</u>
Out of Town Water	<u>15</u>	<u>15</u>	<u>15</u>
Out of Town Sewer	<u>15</u>	<u>15</u>	<u>15</u>

Taps Sold Water & Sewer:

Water: 4	Oct. <u>3</u>	Nov. <u>1</u>	Dec. <u>1</u>
Sewer: 4	Oct. <u>3</u>	Nov. <u>1</u>	Dec. <u>1</u>

Water Treatment Plant:

	Oct.	Nov.	Dec.
--	------	------	------

Total gallons pumped (All Sources): 38,521,577 34,217,524 36,762,402

Average gallons per day: 1,242,632 1,103,791 1,185,884

Total gals. pumped same month last year: 38,744,149 34,459,677 35,261,598

Average gallons per day: 1,249,811 1,111,602 1,137,471

Wastewater Treatment Plant:

	Oct.	Nov.	Dec.
--	------	------	------

Total gals. flow through the sewage plant: 39,930,000 37,640,000 39,750,000

Average gallons per day: 1,288,065 1,214,194 1,282,258

Total gals. flow during the same month last year: 44,850,000 40,390,000 44,750,000

Average gallons per day: 1,446,774 1,302,903 1,443,548

Total inches rainfall: 1.42 .95 1.3

Total snow .95

DEQ Report of Operation Report:

Oct.	2024	2025
------	------	------

Reported Water Connections: 5,058 5,058

People served: 11,886 11,886

Nov. **2024** **2025**

Reported Water Connections: 5,046 5,050

People served: 11,858 11,867

Dec. **2024** **2025**

Reported Water Connections: 5,040 5,065

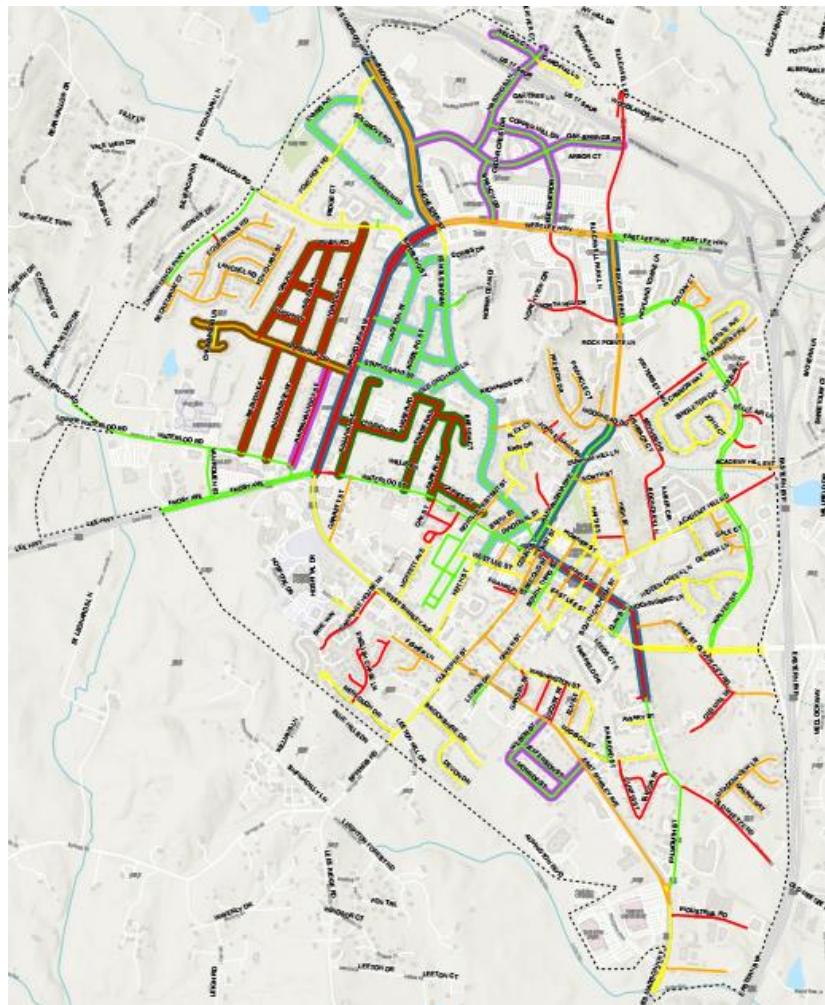
People served: 11,844 11,902



Item a.

The Town of Warrenton
P.O. Box 341
Warrenton, VA 20188
P (540) 347-1101
F (540) 349-2414

January 2026 Road Conditions Report



VDOT State of Good Repair

- **VDOT State of Good Repair Program- Local Pavement Program**
 - 100% funding from VDOT via FHWA
 - ADA Ramps upgraded to present standards
 - Mill and overlay deteriorated streets
- **VDOT SGR 2023**
 - **VDOT awards the Town \$598,723.49 of SGR Funds to paving the following routes:**
 - Falmouth Street- from Falmouth Court to Main Street
 - Main Street- from Falmouth Street to Alexandria Pike
 - Alexandria Pike- from Main Street to Old Alexandria Pike
 - Scheduled for pavement in July 2026
- **VDOT SGR 2025 application**
 - Broadview Avenue- from Roebling Street to Town Limits
 - Blackwell Road- from Lee Highway to Walker Drive
- **VDOT CTB Requirements**
 - CTB FY-2029 Goal
 - 82 % of Arterial Streets need a CCI score of 60 or greater
 - 75 % of Collector Streets need a CCI score of 60 or greater

Pavement Overlay and Sidewalk Replacement Plan

- **FY-25 Pavement Overlay Schedule**
 - FY-25 schedule completed in September 2024
 - Total Cost- \$758,703.01
- **FY-26 Pavement Overlay Schedule**
 - Award PO July 2025
 - Collector Routes
 - Beacon Road
 - Blue Ridge Street
 - Dover Road
 - First Street
 - Gold Cup Drive

- Haiti Street
- Norfolk Drive
- Piedmont Street
- Short Street
- Fix broken curbs and sidewalks on proposed routes
 - Estimate 35% to 40% replacement
- Sidewalk Repairs- Summer 2025
- Asphalt placement- Completed before July 1, 2026
- Approved Funding- \$450,000.00

➤ **FY-27 Pavement Overlay Schedule**

- Award PO July 2026
- Collector Routes
 - Church Street
 - Sullivan Street
 - Frazier Road
 - Moser Road
- Fix broken curbs and sidewalks on proposed routes
 - Estimate 35% to 40% replacement
- Sidewalk Repairs- Summer 2026
- Asphalt placement- Completed before July 1, 2027
- Estimated Funding Request- \$450,000.00

➤ **Pavement Evaluation**

- Forecast future funding demands
- Spring 20245 evaluates Poor and Fair Roadways
- Start Planning for FY-27 Pavement Overlay and Sidewalk Replacement

➤ **Current Pavement Conditions**

Current Road Conditions (1st Quarter 2025)					
Arterial Routes			Collector Routes		
Condition	Lane Miles	Percentage	Condition	Lane Miles	Percentage
Good	10.2	30.3%	Good	12.8	27.0%
Satisfactory	7.1	21.5%	Satisfactory	14.3	21.7%
Fair	9.6	18.0%	Fair	15.2	28.3%
Poor	5.9	30.2%	Poor	23.8	23.0%
Total Lane Miles	32.8		Total Lane Miles	66.1	

- **Town Current CCI Score**
 - Arterial Street- 64.3
- **Other Pavement Projects**
 - Town Hall Parking Lot-August 2025
 - Eva Walker Basketball Court- August 2025

Sidewalk Construction

- **Fauquier Road**
 - Started Preliminary Engineering on September 28, 2023
 - Survey work completed by end of October 2023
 - Concept Plan completed December 2023
 - Public Comment
 - 30% Design completed by end of 2024
 - Submit for VDOT Revenue Share funding in FY-25
- **Main Street**
 - VDOT Agreement: October 2024
 - Start Design: November 2024
 - Public Meeting: March 26, 2025
 - VDOT Review: July 2025
 - Plans Approved: September 2025
 - Construction Start: August 2025
- **Courthouse Square**
 - Install Medians- October 2025
- **Waterloo Street**
 - Construction: October 2025
- **Future Sidewalks in planning stage**
 - Gay Road
 - Foxcroft Road

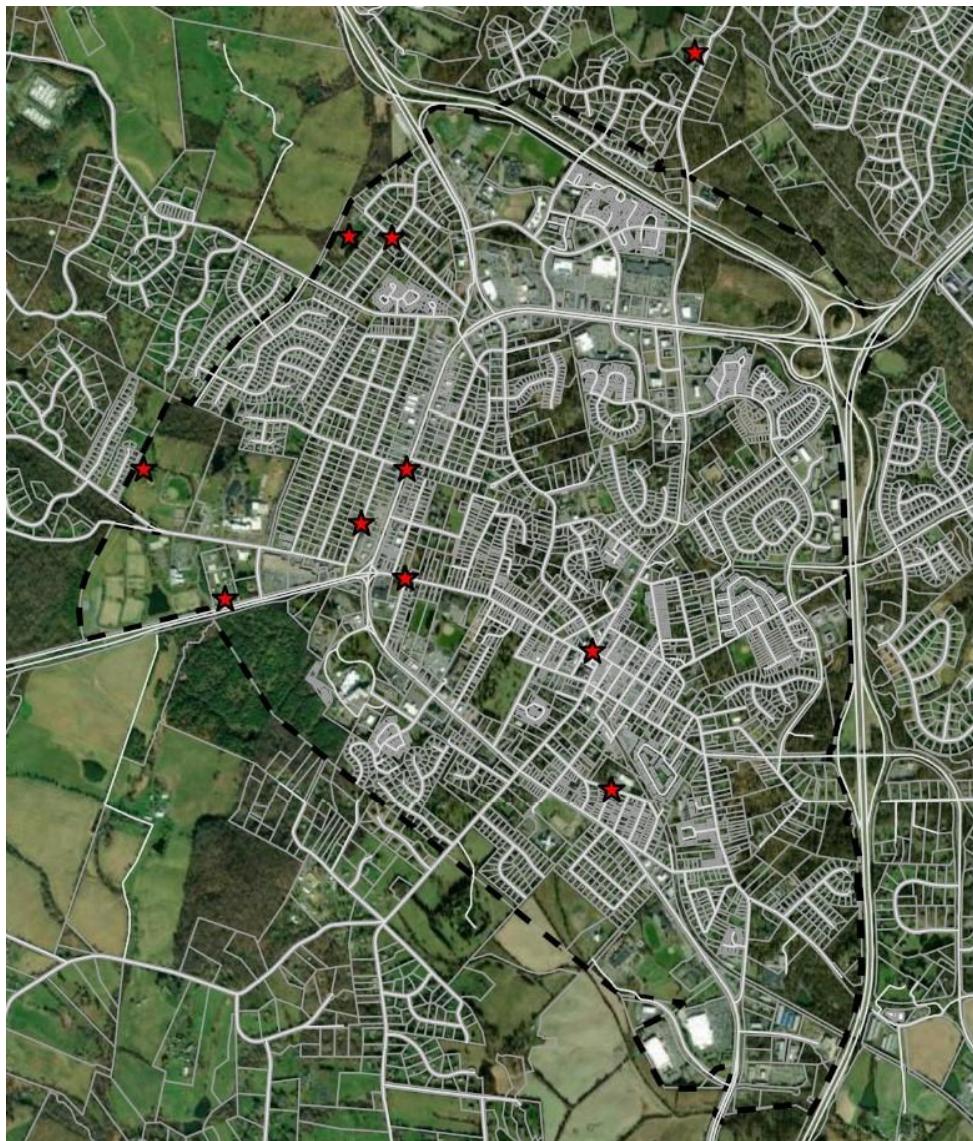


Item a.

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January 2026 CIP Report

Capital Improvement Projects



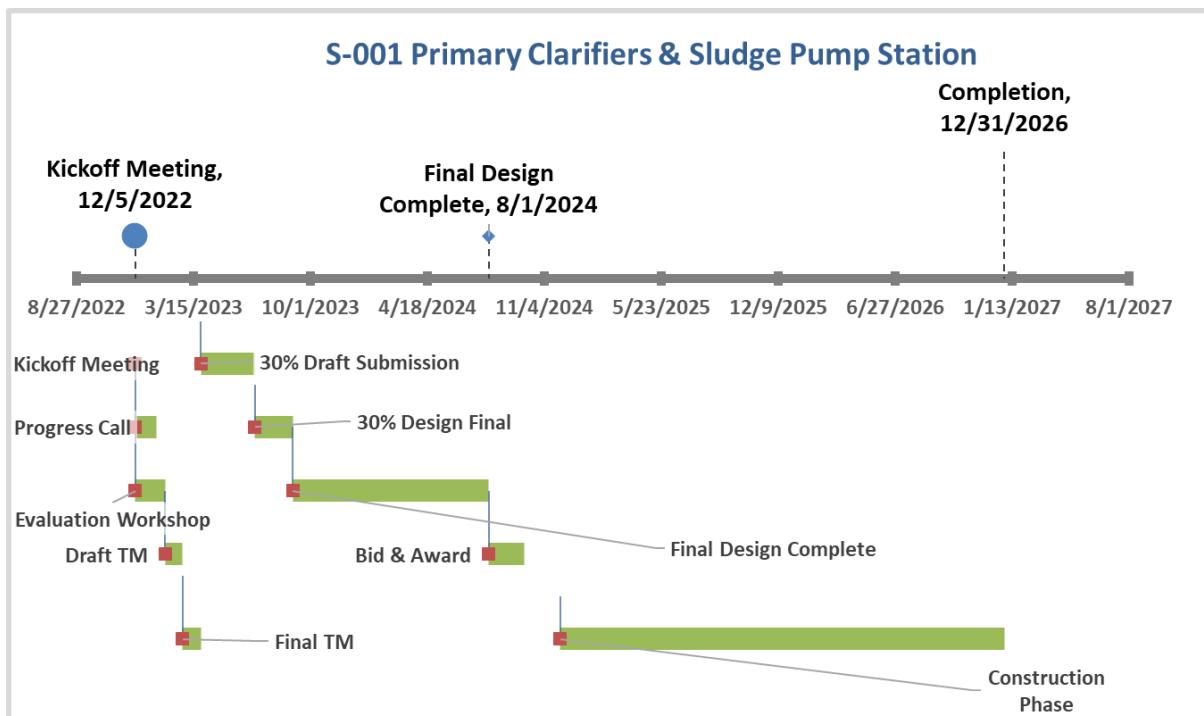
Project Name: S-001 Primary Clarifiers & Sludge Pump Station

Project Objective: Replace the existing primary clarifiers and sludge pumps.

Project Status Update: The contractor is preparing to install the clarifier tanks in September 2025

PROJECT SCHEDULE			
Phase (Task)	Start	Finish	% Complete
PE Design	December 5, 2022	September 1, 2023	100%
Final Design	September 5, 2023	August 1, 2024	100%
Project Bid	August 1, 2024	September 30, 2024	100%
Construction	October 1, 2024	December 31, 2026	26%

PROJECT BUDGET		PROJECT FUNDING SOURCE	
Design	\$ 474,682.00	Debt	\$ 8,574,682.00
Construction	\$ 14,150,000.00	Federal	\$ 5,400,000.00
		W&S Fund	\$ 650,000.00



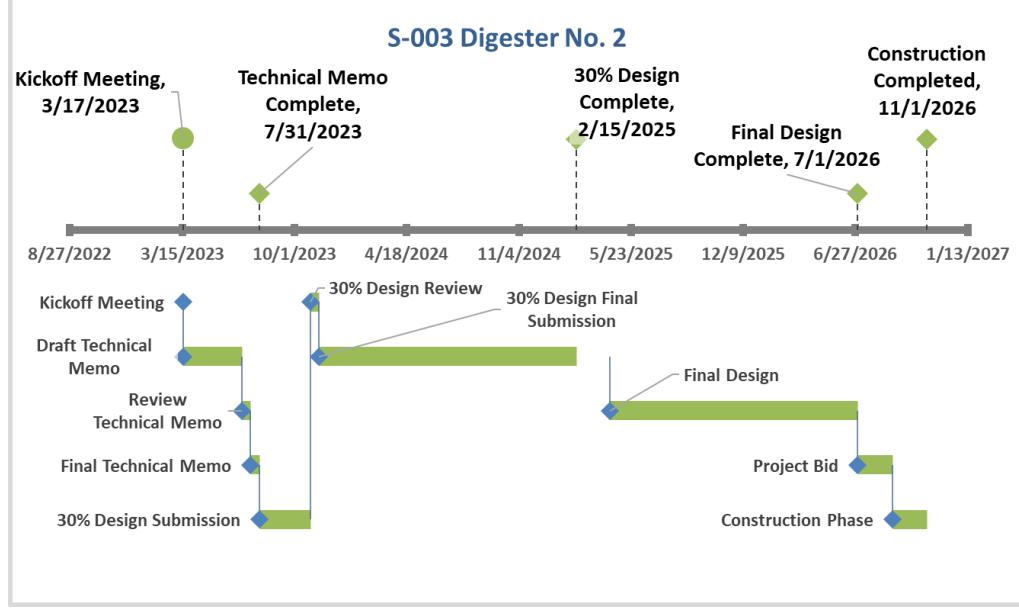
Project Name: S-003 Digester No. 2

Project Objective: A new digester to breakdown wastewater biosolids

Project Status Update: The designer is currently working on 60% design.

PROJECT SCHEDULE			
Phase (Task)	Start	Finish	% Complete
PE Design	March 17, 2023	January 1, 2025	100%
Final Design	April 15, 2025	July 1, 2026	20%
Project Bid	July 1, 2026	September 1, 2026	0%
Construction	September 1, 2026	October 1, 2028	0%

PROJECT BUDGET		PROJECT FUNDING SOURCE	
Design	\$ 710,000.00	Debt	\$ 6,063,750.00
Construction	\$ 6,063,750.00		\$ 710,000.00



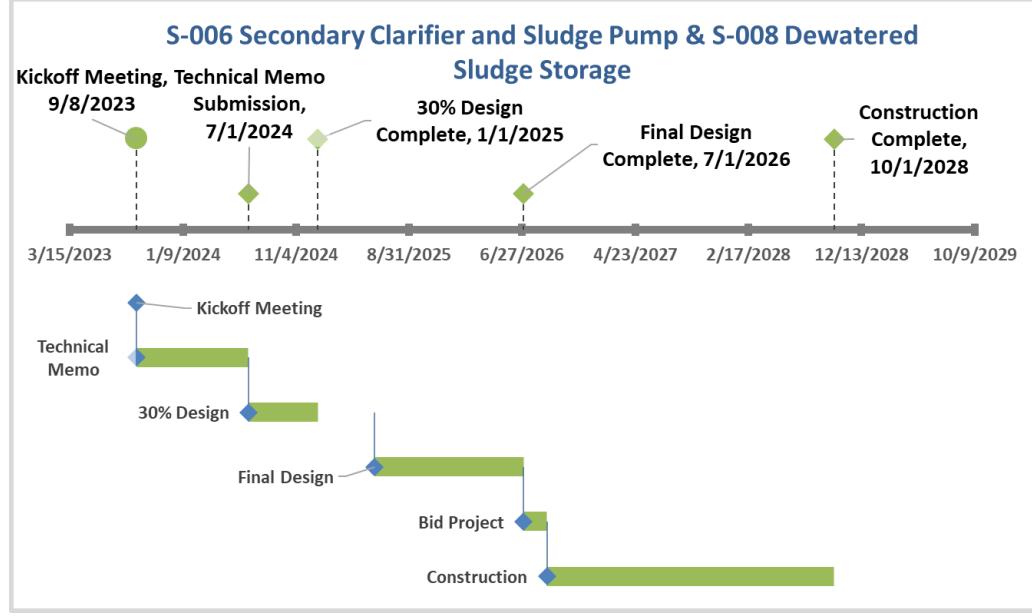
Project Name: S-006 Secondary Clarifier and Sludge Pump & S-008- Dewatered Sludge Storage

Project Objective: Replace the existing secondary clarifiers, sludge pumps and rehab the existing sludge storage structure.

Project Status Update: The designer has started working on the final design.

PROJECT SCHEDULE			
Phase (Task)	Start	Finish	% Complete
PE Design	March 17, 2023	January 1, 2025	100%
Final Design	June 1, 2025	July 1, 2026	10%
Project Bid	July 1, 2026	September 1, 2026	0%
Construction	September 1, 2026	October 1, 2028	0%

PROJECT BUDGET		PROJECT FUNDING SOURCE	
Design	\$ 630,000.00	Debt	\$ 10,500,000.00
Construction	\$ 11,250,000.00	W&S Fund	\$ 1,380,000.00



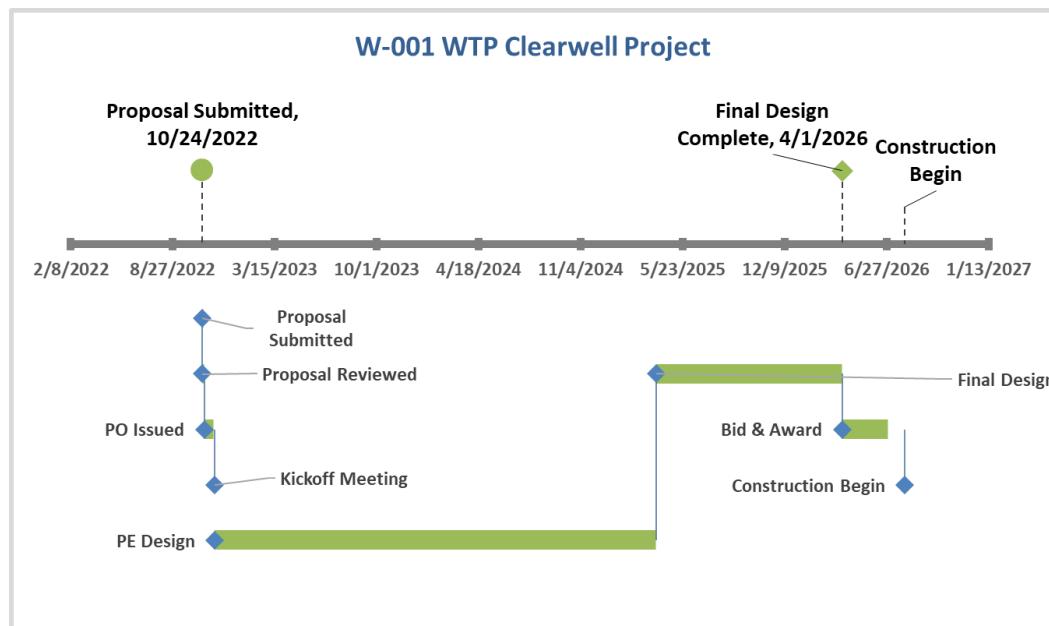
Project Name: W-001 WTP Clearwell Project

Project Objective: Study, design and construct a clearwell at the Water Treatment Plant. This will allow for additional resiliency.

Project Status Update: The designer is working on final design.

PROJECT SCHEDULE			
Phase (Task)	Start	Finish	% Complete
PE Design	October 24, 2022	April 1, 2024	100%
Final Design	April 1, 2024	April 1, 2026	50%
Project Bid	April 1, 2026	June 30, 2026	0%
Construction	August 1, 2026	August 1, 2028	0%

PROJECT BUDGET		PROJECT FUNDING SOURCE	
Design	\$ 595,000.00	Debt	\$ 7,775,000.00
Construction	\$ 8,609,000.00	W&S Fund	\$ 1,429,000.00

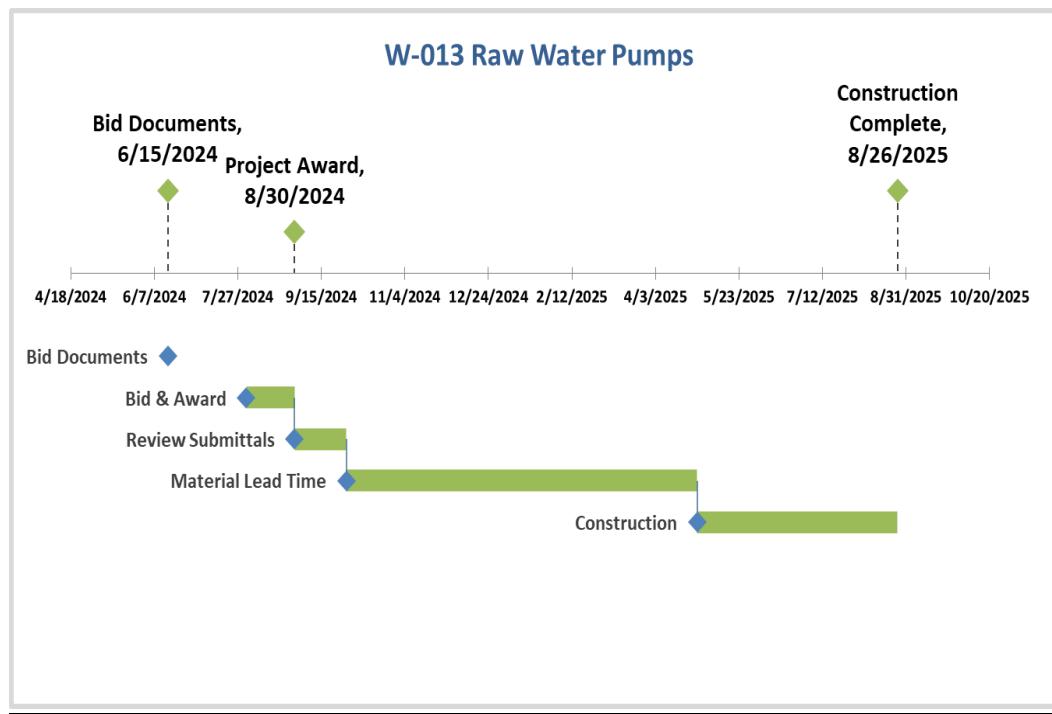


Project Name: W-013 Raw Water Pumps

Project Objective: Replace the aging and obsolete raw water pumps.

Project Status Update: The contractor is in process of replacing the Vacuum Pump system.

Phase (Task)	Start	Finish	% Complete
Bid Documents	June 15, 2024	August 1, 2024	100%
Project Bid	August 1, 2024	August 30, 2024	100%
Construction	August 30, 2024	April 1, 2026	95%
<hr/>			
PROJECT BUDGET		PROJECT FUNDING SOURCE	
Design	\$ 70,000.00	Debt	\$ -
Construction	\$ 700,000.00	W&S Fund	\$ 770,000.00



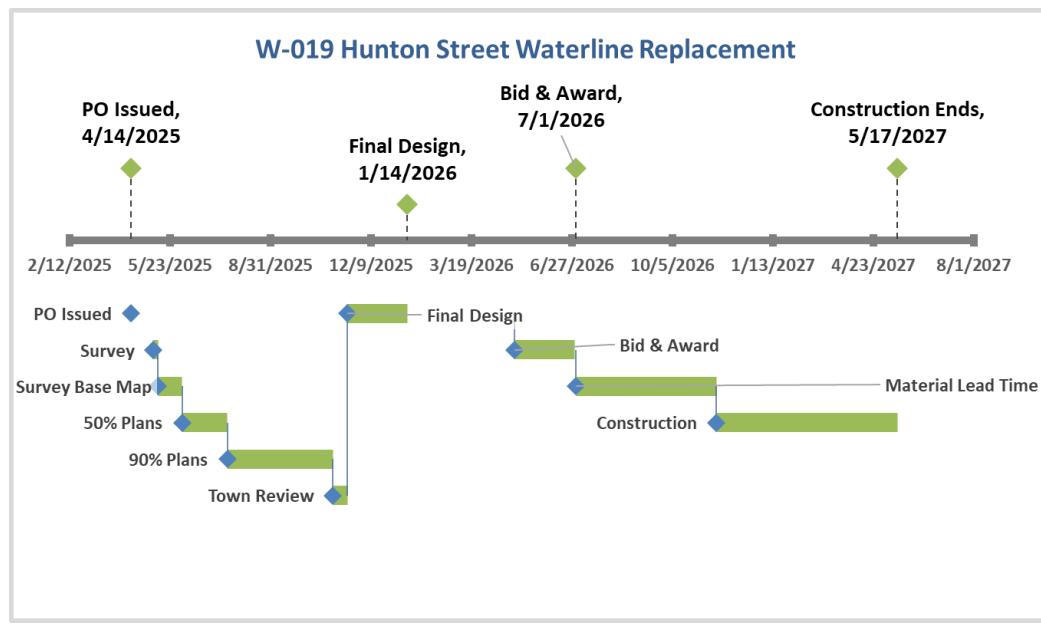
Project Name: W-019 Hunton Street Waterline Replacement

Project Objective: Replace the existing cast iron waterline with ductile iron, which will improve fire flows and reduce pipe breaks.

Project Status Update: The designer has submitted 100% design for review. VDOT is currently reviewing the plans.

PROJECT SCHEDULE			
Phase (Task)	Start	Finish	% Complete
Design	March 27, 2025	August 1, 2025	100%
Project Bid	May 1, 2026	July 1, 2026	0%
Construction	July 1, 2026	June 30, 2027	0%

PROJECT BUDGET		PROJECT FUNDING SOURCE	
Design	\$ 96,611.00	Debt	\$ -
Construction	\$ 1,000,000.00	W&S Fund	\$ 75,000.00



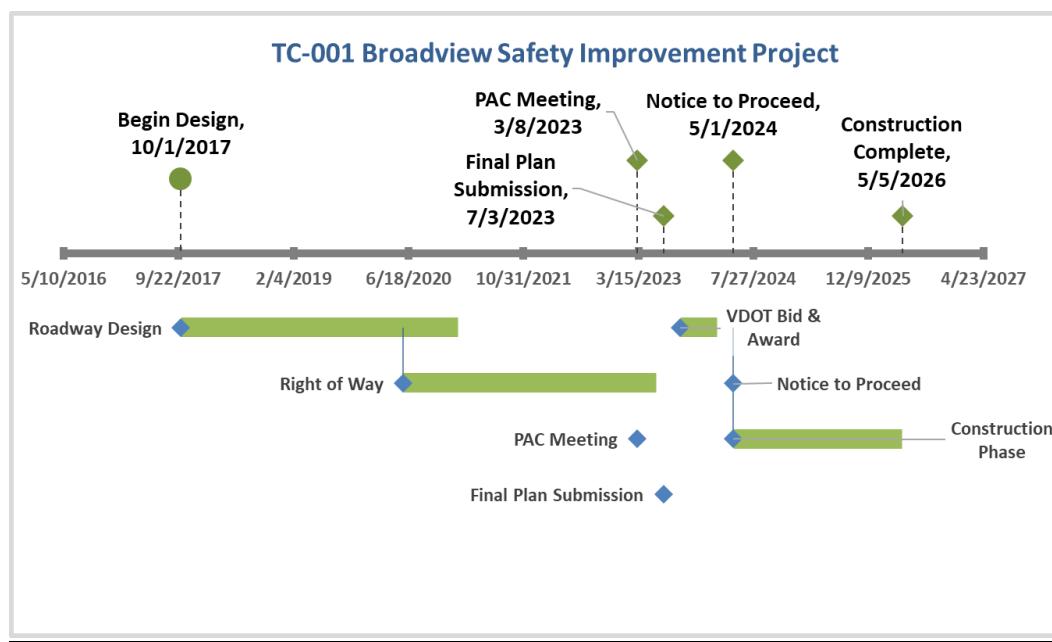
Project Name: TC-001 Broadview Safety Improvement

Project Objective: To improve safety and access management to businesses.

Project Status Update: VDOT has started the project and is on-schedule to complete by May 2026.

PROJECT SCHEDULE			
Phase (Task)	Start	Finish	% Complete
Design	October 1, 2017	July 3, 2023	100%
Project Bid	July 3, 2023	February 21, 2024	50%
Construction	May 1, 2024	May 2026	65%

PROJECT BUDGET		PROJECT FUNDING SOURCE	
R/W	\$ 2,032,481.00	General Fund	\$ 1,488,000.00
Design	\$ -		\$ 6,363,893.00
Construction	\$ 5,819,412.00		



Project Name: TC-008 Main Street Improvements

Project Objective: Town's Main Street Improvements project will enhance the crosswalks and sidewalks.

Project Status Update: Designer submitted 90% plans to VDOT for review. Construction is scheduled to start early 2026.

PROJECT SCHEDULE			
Phase (Task)	Start	Finish	% Complete
Design	October 1, 2024	February 5, 2026	100%
Project Bid	February 5, 2026	May 22, 2026	0%
Construction	May 22, 2026	April 22, 2027	0%

PROJECT BUDGET		PROJECT FUNDING SOURCE	
Design	\$ 146,003.00	General Fund	\$ 448,002.00
Construction	\$ 1,843,614.00	VDOT	\$ 807,308.00
		Debt	\$ 734,307.00



QUARTERLY REPORT

HUMAN CAPITAL & RISK

DEPARTMENT

Town Council Meeting Date: February 10, 2026.

Second Quarter FY-2026: October, November, December



Please accept this as the quarterly report for the **Human Capital** department

DEPARTMENT INTRODUCTION:

- ◆ The Town's Human Capital (HC) & Risk Department serves as both a strategic advisor and a service-oriented partner dedicated to supporting all employees in a way that fosters a **positive, high-performing** workplace.
- ◆ Our mission is to **create and maintain** a work environment that **inspires** employee excellence, encourages **collaboration**, and **empowers** individuals to do what they do best—serve the Town and its residents through **Excellence in Action!**
- ◆ **We prioritize human sustainability by placing the workforce at the forefront of internal operational decision-making.** This approach ensures that employees have the **tools, support, and opportunities** necessary to thrive—both professionally and personally.
- ◆ When employees are supported, engaged, and aligned with the organization's goals, the result is a **collaborative culture that consistently meets—and exceeds—mission expectations.** Therefore, we are committed to ensuring that the Town's public services are delivered effectively and sustainably—by supporting the workforce behind them.
- ◆ Our pledge is to provide employees with the **resources and environment** they need to **become the best versions of themselves**—for their teams, their families, and the community they serve.
- ◆ The HC function goes beyond standard HR. It is rooted in the belief that **PEOPLE ARE THE TOWN'S GREATEST ASSET.**

COMMENDABLE ACHIEVEMENTS:

OCTOBER	NOVEMBER	DECEMBER
HC Department - Employees Participated in Citizens Academy	Employee Recognition Thanksgiving Appreciation: Goodies Provided to Employees	Employee Recognition Christmas Holiday Appreciation: Goodies Provided to Employees
Employee Recognition Halloween Appreciation: Goodies Provided to Employees	Learning & Development: Safety VRSA Site Inspections: PW, TH, PD, and WARF RM/EM/FM Conducted Department-Wide Fire Evacuation Safety Training	Employee Luncheon & Employee Team Of Year/Employees of the Year Awards
Learning & Development: Safety HC EE Participated in HC Compliance Training	Learning & Development: Performance Employee Performance Reviews On-Going	Learning & Development: Safety RM/EM/FM Conducted Department-Wide Fire Evacuation Safety Training Hazardous Abatement Review at WTP VRSA Tri-fecta Course CPR/First-Aid/AED Training
Learning & Development: Performance Employee Performance Review Kick-Off	Benefits Awareness Financial & Health Awareness EE Comms	Learning & Development: Performance Employee Performance Reviews Due to HC
Benefits Awareness Financial & Health Awareness EE Comms	Risk Management VRSA Stewardship Meeting - Virtual	Benefits Awareness Financial & Health Awareness EE Comms Benefits Fair
Risk Management VRSA Fall Forum		

PROJECT PROGRESS:

HC continues to assess and enhance programs, processes, and procedures to support the Town's retention goals and overall operational efficiency. All efforts are aligned with the strategic direction of the Town Manager and Town Council. Collectively, these initiatives strengthen the workforce, ensure alignment with strategic objectives, and promote long-term retention and organizational success. Ongoing updates and new initiatives for this fiscal year include, but are not limited to, the following:

A. Enhancing and streamlining Human Capital processes and procedures to maximize efficiency, consistency, and impact

- Continue on building upon the partnership with Town Council on identifying HC cost-effective program initiatives that meet their strategic objectives while maintaining a competitive retention program.
- HC is working closely with the Director of Finance and Town Manager to propose an enhanced benefits program to the Town Council—including retirement, leave, professional development, recognition, and other monetary and career-enhancing benefits—that advances our total compensation program while maintaining a minimal impact on overall personnel costs compared with the value of employee retention.
- Continuous review of internal policies and procedures that foster an inclusive and diverse workforce.
- Work closely with the Director of Finance and Town Manager on building out Workforce Planning strategic process and program.
- Work closely with the Town Manager and Director of Finance on a proposal to TOC on an Organizational Study and/or Classification & Compensation study for FY27 budget consideration.
- Continue to enhance the Town's hiring, onboarding, and performance management programs
- Continuous collaboration with Fauquier County HR and Risk Management teams on building upon HC programs (benefits, facilities, etc.) and training programs partnerships.
- HC participation in the Finance Committee & Safety Committee initiatives.
- HC Director met with several members of Town Council individually to review HC programs.
- HC continues to work with Tyler consultants on the HRIS modules implementation

B. Expanding training and development programs.

- Internally kicked off *Igniting Excellence Learning & Development Program* with the Leadership Team in Q1
- Igniting Excellence program (and annual training requirements) is scheduled to be rolled out to employees Q3.
- E.I.L. Training Program is anticipating starting Phase 2 of the training in Q3/Q4 of 2026
- HC/RM will kick off the Safety Officer program in Q3 Town-wide
- HC/RM will continue to collaborate with the FM and EM on Fire Safety and Emergency Preparedness Safety response and awareness training initiatives in all facilities
- HC/RM will begin mini-L&D safety awareness sessions in Q3

C. Advancing risk management and safety initiatives to protect employees and organizational assets through training and collaboration efforts

- Works closely with the Aquatics Coordinator & their team on the outreach and scheduling of Town employee CPR/AED training
- Works closely with the PW leadership team & administrative staff on ensuring employees are processed within the administrative regulations for the Town's internal CDL certification program.
- Collaborating with HC and Risk vendors, the enhancement of employee programs, such as VRSA and Workers Compensation.

D. Maintaining and enhancing employee wellness and support initiatives.

- Continuing to partner with the Wellness Connection Committee to better understand and support employee needs
- Annual Benefits survey will be sent to all employees in Q3
- The Town will release an RFP in Q3 to evaluate medical providers and survey the market for cost-effective insurance options for the upcoming plan year; a new provider may or may not be selected.
- continuation of building partnerships with CommonHealth and local organizations around Town/County.

Charts and information-Data: Employee Metrics

FY26 ALL DEPARTMENTS	Quarter 1	Quarter 2
Total Headcount - Full Time	131	130
# Hires	6	7
# Voluntary Sep.	3	5
# Involuntary Sep.	3	3
# Voluntary Turnover %	2.28%	3.83%
# Involuntary Turnover %	2.28%	2.30%
Total Headcount - Part Time	134	141
# Hires	6	10
# Voluntary Sep.	6	2
# Involuntary Sep.	0	1
# Voluntary Turnover %	4.51%	1.45%
# Involuntary Turnover %	0.00%	0.73%

FY26
Full Time Hires
13
Full Time Terminations
14
Part Time Hires
16
Part Time Terminations
9
CHURNOVERS (INTERNAL)
FT Hired & Termed within year
Reasons for Leaving - Full Time
11
Better Opportunity/Compensation
2
Better Opportunity
2
Compensation
0
New Career Field
0
Not best fit - position/culture
0
Involuntary Due to Performance
4
Relocation
1
Resigned In lieu of Termination
<i>not counted in total-informational purposes only</i>
0
Retirement
1
Work/Life Balance (school, other)
1
Other / Unknown
0
of EE's who listed more than one reason for leaving
4
Reasons for Leaving - Part Time
9
Better Opportunity/Compensation
0
Better Opportunity
1
Compensation
1
New Career
0
Not best fit - position/culture
1
Involuntary Due to Performance
1
Relocation
0
Retirement
0
Work/Life Balance (school, other)
5
Other / Unknown
0
CHURNOVERS (INTERNAL)
0
of EE's who listed more than one reason for leaving
0

Other: Schedule ONLY

Other: Medical, personal

Other: Medical, family member

◆ Risk Data

Data Point	31-Jul	31-Aug	30-Sep	31-Oct	30-Nov	31-Dec
TOTAL INCIDENT	18	11	3	11	4	10
TOTAL CLAIMS - FAULT - SUBMITTED	12	5	3	5	2	3
TOTAL CLAIMS - NO FAULT - NOT SUBMITTED	6	6		6	2	7
INJURY - WORKERS COMPENSATION						
Claim Submitted <i>All details of claim submitted to VRSA for processing and, if applicable, payment to Town and/or Citizen</i>	5	4	1	3		1
No Claim Submitted To VRSA. <i>Internal Record ONLY</i>	6	2		5	2	5
Report Only <i>Submitted to VRSA as a FYI ONLY</i>						
Type of Injury				Phusical	Physical	Physical
<i>Physical, Exposure, Other...</i>						
VEHICLES						
Vehicle/Accident - Town Vehicle, Employee Fault	1					
Claim Submitted <i>All details of claim submitted to VRSA for processing and,</i>						
Vehicle/Accident - Town Vehicle, Citizen/Other Fault	2	1	1	1		2
No Claim Submitted To VRSA. <i>Internal Record ONLY</i>				1		1
Type of Accident				Citizen hit Town Vehicle		
<i>Hit rock, fender bender, head-on, hit deer, other.</i>						
PROPERTY						
Town Employee Accident		3			1	
Citizen Accident	4		1	1	1	
No Claim Submitted To VRSA. <i>Internal Record ONLY</i>						1
Type of Accident				Pipe Break	Pole& Tamper	Sign Damage
<i>Curb damage, sign damage, hit pole, other.</i>						

Quarterly Report

Police Department

Town Council Meeting Date: February 10, 2026

Last Quarter 2025: October, November, December



Please accept this as the quarterly report for the **Police** department.

Department introduction:

The Warrenton Police Department is a state accredited, full-service law enforcement agency. We provide patrol, investigative, parking and community engagement services. The department is authorized 27 sworn officers, 1 sworn, part-time parking enforcement officer, and four civilian employees. Each of our employees, both sworn and civilian, is well-trained.

Our personnel use up-to-date equipment to better serve our citizens.

Commendable Achievements:

- On October 18, 2025, the Warrenton Police Department participated in the 2025 Battle of the Badges charity softball tournament along with Fauquier County Sheriff's Office, Fauquier County Fire and Rescue, and the Virginia State Police. This free event, open to the public, was held at Fauquier High School and was well attended by town and county residents. All proceeds from the event were donated to the Tripp Bopp Agricultural and Land Fund at Fauquier High School, created after the death of 24-year-old Trip Bopp of Remington, who was an avid 4-H'er and livestock showman for many years. The fund was created through the Northern Piedmont Community Foundation; it was developed to provide help for others pursuing their interests in agriculture, land use and farming and in turn pay tribute to Bopp, a farmer and enthusiastic lover of the land.
- On October 30, 2025, Chief Carter served on an interview panel for the Town of Berryville's selection process for the position of Chief of Police. The selection process was run by the Virginia Association of Chiefs of Police (VACP). The panel members interviewed ½ dozen finalists, who applied from various locations around the country, and made recommendations to the Berryville Town Manager for the final selection.
- On November 20, 2025, Lieutenant Justin Pierce was awarded the Law Enforcement Officer of the Year award by the Warrenton Ruritan Club for the breadth of his law enforcement work over the past year.
- On December 16, 2025, the Warrenton Police Department held a Christmas dinner and awards banquet in the department's community room. Many awards were presented, including the Officer of the Year award (Detective Jacob Hill), Civilian Staff Member of the Year award (Accreditation Manager Brian Larkin), and Employee of the Quarter: (4th quarter 2024: Lt. J. Pierce), (1st quarter 2025: Volunteer Coordinator B. Compton), (2nd quarter 2025: Detective J. Hill), (3rd quarter 2025: Detective M. Howser). Additionally, we recognized the promotions of Miguel Sosa Salle (Corporal), Rachel Shockey (Corporal), Jay Perez (Corporal), Matthew Eggers (Sergeant – CID), and Ashley Bowman (Sergeant).

- During the quarter, officers of the Warrenton Police Department participated in community engagement and special events such as Brumfield Elementary School's Trunk-or-Treat, Town of Warrenton Halloween Parade, Town of Warrenton Trunk-or-Treat, Town of Warrenton Flashlight Candy Hunt, the Clothesline Project, Highland School Homecoming Dance, American Legion Post 72 Flags-In and Flags-Out projects, Coffee with a Cop, Turkey Trot, Shop with a Cop, several political rallies, First Fridays, Fall Festival, Touch-A-Truck, National Drug Take Back Day, No Kings Rally, and the Warrenton Christmas Parade.

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Police Department Quarterly Report Q2

Project Progress:

- The Police Department created an internal policy review committee in December 2024. This committee, made up of police department employees, reviews the department's policies and procedures and makes recommendations for any improvements. This committee works in collaboration with the department's Community Action Team, a nine-member group of citizens whose mission is to bring the local police department into the 21st century through adopting best policing practices, addressing neighborhood concerns, recognizing issues to protect citizens and community members in a non-biased way, reviewing incidents with sensitive, respect, and objectivity, applying logic and truth to all commentary regarding incidents, and building community trust through transparency and accountability. During the quarter the internal policy review committee helped to review and make changes to ten policies.
- During the quarter, the Warrenton Police Department converted a sworn, full-time position to civilian in order to staff the department's property and evidence (P&E) function. Previously this function was handled by a sworn employee who also handled the department's training function. Separation of the P&E function provides for greater operational efficiency of both functions. Additionally, sworn employee interest in the P&E function as a stand-alone position was extremely low. P&E positions are increasingly becoming civilian roles in law enforcement agencies as part of a broader civilization trend, designed to reduce costs and free up sworn officers for field duties.
- The Police Department has partnered with T2 Systems to handle the collection of overdue payments on parking tickets. The first round of late notices/collections will be going out this month for tickets issued prior to November 1, 2025, which haven't been paid yet. There is no charge to the Town for the collections service as any cost incurred is passed on to the violator.
- The Police Department continues to aggressively recruit applicants for our vacant sworn officer positions. Due to recent resignations and personnel matters, we have vacancies at the ranks of Sergeant (1), Corporal (2), and Officer (3). The impact of this number of vacancies is:
 - Increased use of overtime to cover shifts when officers are on leave or in training, when additional responsibilities require up-staffing (special events, special assignments, mental health emergency custody details, etc.), or to handle duties normally handled by a position that is currently vacant.
 - Proactive policing declines due to lack of manpower
 - Increased workload and stress for existing officers
 - Strain on community relations due to reduced community engagement
 - Recruitment and Training challenges

These potential impacts are being mitigated through the hard work and dedication of

WPD staff. We face stiff competition, both from the public and private sector, for an increasingly smaller pool of applicants in both sworn and civilian positions. In an effort to remain as competitive as possible, we have adjusted internal recruitment and hiring practices, and we continue working with the Town's Human Capital and Finance Departments on pay, benefits, and internal structure and cultural changes.

Item a.

Charts and information:

See included statistical reports for the months of October through December 2025.

Data:

See appended reports.



TOWN OF WARRENTON

POLICE DEPARTMENT

333 Carriage House Lane • Warrenton, Virginia 20186
Telephone (540) 347-1107 • Fax (540) 341-4190



Item a.

MONTHLY REPORT - OCTOBER - 2025

TOTAL CALLS FOR SERVICE TO INCLUDE:

SELF INITIATED
DISPATCHED

ACCIDENTS:

REPORTABLE
NON-REPORTABLE (No injury, under \$1500 or
private property)

ARRESTS (CRIMINAL):

FELONY
MISDEMEANOR

TRAFFIC ENFORCEMENT (NON-CRIMINAL):

SUMMONS
PARKING
WRITTEN WARNINGS

DRUG ARRESTS:

FELONY
MISDEMEANOR

OVERDOSES:

MONTH	CALENDAR	CALENDAR
OCTOBER	YTD '25	YTD '24
2219	21030	20578
1138	10258	9618
1081	10772	10960
34	436	425
15	179	194
19	257	231
2	28	26
11	140	130
49	1110	740
160	1690	1312
93	1264	767
0	6	6
0	0	0
1	4	2

REPORTED CRIMES OCTOBER 2025

CLASSIFICATION

		OCTOBER	YTD '25	YTD '24
1a	Murder and Non-Negligent Manslaughter			
1b	Manslaughter by Negligence			
2	Forcible Rape			
3	Robbery			2
4	Assault	5	68	52
5	Burglary		4	2
6	Larceny	14	96	97
7	Motor Vehicle Theft		6	6
9	Arson			1
10	Forgery and Counterfeiting		1	3
11	Fraud	1	46	45
12	Embezzlement		1	2
13	Stolen Property: Buy/Receive/Possess			
14	Vandalism/Graffiti	2	41	51
15	Weapons			4
16	Prostitution/Vice			
17	Sex Offenses		7	5
18	Drug Violations		3	4
19	Gambling			
20	Offenses Against Family	2	58	67
21	Driving Under Influence	3	17	11
22	Liquor Laws			
23	Drunk in Public	1	25	22
24	Disorderly	3	27	28
25	All Other Offenses			
26	Curfew/Loitering			
27	Runaway			
28	Reckless Driving		1	
29	Drive suspended/revoked		1	
30	Contempt of Court			
31	Unauthorized use	1	1	3
32	Hit & Run	3	35	34
33	Contributing to delinquency of minor		1	1
34	False report to police			1
35	Abduction/Kidnapping		1	1
36	Shooting into Building			
37	Child Neglect			1

Record ID	Stop Date	Agency DB#	Location	Person Type	Reason for Stop	Affiliation Code	Person Type	Race	Ethnicity	Age	Gender	English Speaking	Action	Specific Violation	Virginia Crime Code	Person Searched	Vehicle Searched	Force Used by Officer	Force Used by Subject	Handcuffed
W61770	100125	VA0300200	WALKER DR / CANNON WAY	030 T	D	A	N	58 F	Y	W			46-2-821		N	N	N	N	N	
W61771	100125	VA0300200	WALKER DR / ALEXANDRIA PIKE	030 T	D	W	N	64 M	Y	W			46-2-821		N	N	N	N	N	
W61769	100125	VA0300200	WALKER DR / ACADEMY HILL RD	030 T	D	W	N	79 F	Y	W			46-2-821		N	N	N	N	N	
W61768	100125	VA0300200	HOLIDAY CT / WALKER DR	030 T	D	W	N	61 M	Y	W			46-2-821		N	N	N	N	N	
W61482	100125	VA0300200	WALKER DR / BELLE AVE LN	030 T	D	W	N	43 F	Y	W			46-2-821		N	N	N	N	N	
W61481	100125	VA0300200	FORBES CT / WINCHESTER ST	030 T	D	B	N	23 F	Y	W			46-2-821		N	N	N	N	N	
W60414	100125	VA0300200	W. LEE HWY / FLETCHER DR	030 T	D	W	H	47 M	Y	W			46-2-1013		N	N	N	N	N	
W60415	100125	VA0300200	29 SYCAMORE ST	030 T	D	W	N	17 M	Y	W			46-2-715		N	N	N	N	N	
W60416	100125	VA0300200	333 CARRIAGE HOUSE LN	030 T	D	W	N	31 M	Y	W			46-2-818.2		N	N	N	N	N	
W60417	100125	VA0300200	52 W SHIRLEY AVE	030 T	D	W	N	79 F	Y	W			46-6-613		N	N	N	N	N	
W60418	100125	VA0300200	FOXGROVE / BEAR WALLOW RD	030 T	D	W	H	57 M	Y	W			46-2-716		N	N	N	N	N	
W61583	100125	VA0300200	276 WEST LEE HWY	030 T	D	W	N	26 F	Y	W			46-2-821		N	N	N	N	N	
W61588	100125	VA0300200	BLACKWELL PARK LN / WEST LEE HWY	030 T	D	W	N	35 M	Y	W			46-2-715		N	N	N	N	N	
W61386	100125	VA0300200	40 ALEXANDRIA PIKE	030 T	D	W	H	20 F	Y	W			46-2-821		N	N	N	N	N	
W61387	100125	VA0300200	700 JAMES MADISON HWY	030 T	D	W	N	32 M	Y	W			46-2-874		N	N	N	N	N	
W61388	100125	VA0300200	369 NORFOLK DR / PLAIN RD	030 T	D	W	N	46 M	Y	W			46-2-830		S	S	S	S	S	
W61389	100125	VA0300200	286 BROADVIEW AVE	030 T	D	W	N	64 M	Y	W			46-2-115.8		N	N	N	N	N	
W61388	100125	VA0300200	309 WEST LEE HWY	030 T	D	W	N	42 F	Y	W			46-2-874		N	N	N	N	N	
W61386	100125	VA0300200	288 FORBES CT	030 T	D	W	N	39 M	Y	W			46-2-821		N	N	N	N	N	
W61772	100125	VA0300200	ALEXANDRIA PIKE / WALKER DR	030 T	D	W	N	79 M	Y	W			46-2-821		N	N	N	N	N	
W61486	100125	VA0300200	HOLIDAY CT / WALKER DR	030 T	D	W	N	68 F	Y	W			46-2-821		N	N	N	N	N	
W61485	100125	VA0300200	WALKER DR / HOLIDAY CT	030 T	D	W	N	76 F	Y	W			46-2-821		N	N	N	N	N	
W61384	100125	VA0300200	ALEXANDRIA PIKE / MAIN ST	030 T	D	W	N	43 F	Y	W			46-2-821		N	N	N	N	N	
W61385	100125	VA0300200	HOTEL ST / ASHBY ST	030 T	D	W	N	31 M	Y	W			46-2-833		N	N	N	N	N	
W61774	100125	VA0300200	WALKER DR / BELLE AVE LN	030 T	D	W	N	66 M	Y	W			46-2-821		N	N	N	N	N	
W61773	100125	VA0300200	WALKER DR / BELLE AVE LN	030 T	D	W	N	52 F	Y	W			46-2-821		N	N	N	N	N	
W61775	100125	VA0300200	HOLIDAY CT / WALKER DR	030 T	D	W	N	44 M	Y	W			46-2-821		N	N	N	N	N	
W61776	100125	VA0300200	99 WEST LEE HWY / FLETCHER DR	030 T	D	W	N	19 M	Y	W			46-2-821		N	N	N	N	N	
W61775	100125	VA0300200	52 BROADVIEW AVE	030 T	D	W	N	21 F	Y	W			46-2-821		N	N	N	N	N	
W61776	100125	VA0300200	53 BROADVIEW AVE	030 T	D	W	N	27 F	Y	W			46-2-707		N	N	N	N	N	
W61777	100125	VA0300200	1 WEST LEE HWY / EAST LEE HWY	030 T	D	W	N	38 F	Y	W			46-2-821		N	N	N	N	N	
W61778	100125	VA0300200	WEST LEE ST / ASHBY ST	030 T	D	W	N	21 M	Y	W			46-2-821		N	N	N	N	N	
W61779	100125	VA0300200	50 WEST LEE ST	030 T	D	W	N	43 M	Y	W			46-2-115.8		N	N	N	N	N	
W61778	100125	VA0300200	COLONY CT / WALKER DR	030 T	D	B	N	31 F	Y	W			46-2-821		N	N	N	N	N	
W61779	100125	VA0300200	244 WATERLOO ST	030 T	D	W	N	19 M	Y	W			46-2-821		N	N	N	N	N	
W61780	100125	VA0300200	55 BROADVIEW AVE	030 T	D	W	N	57 F	Y	W			46-2-103		N	N	N	N	N	
W61779	100125	VA0300200	WALKER DR / ROSEDALE CT	030 T	D	W	N	61 F	Y	W			46-2-821		N	N	N	N	N	
W61780	100125	VA0300200	ROSEDALE CT	030 T	D	W	N	21 M	Y	W			46-2-821		N	N	N	N	N	
W61781	100125	VA0300200	510 FROST AVE	030 T	D	W	N	54 F	Y	W			46-2-821		N	N	N	N	N	
W61782	100125	VA0300200	700 JAMES MADISON HWY	030 T	D	W	N	55 F	Y	W			46-2-821		N	N	N	N	N	
W61783	100125	VA0300200	WALKER DR / HOLIDAY CT	030 T	D	W	N	24 F	Y	W			46-2-821		N	N	N	N	N	
W61784	100125	VA0300200	121 BROADVIEW AVE	030 T	D	W	N	57 F	Y	W			46-2-821		N	N	N	N	N	
W61785	100125	VA0300200	WINCHESTER ST / OLD ORCHARD LN	030 T	D	W	N	21 F	Y	W			46-2-821		N	N	N	N	N	
W61786	100125	VA0300200	GARRETT ST / WATERLOO ST	030 T	D	W	N	19 F	Y	W			46-2-878		N	N	N	N	N	
W61787	100125	VA0300200	700 JAMES MADISON HWY	030 T	D	W	N	54 F	Y	W			46-2-846		N	N	N	N	N	
W61788	100125	VA0300200	WEST LEE HWY / FLETCHER DR	030 T	D	W	N	44 M	Y	W			46-2-821		N	N	N	N	N	
W61789	100125	VA0300200	W. LEE HWY / BRANCH DR	030 T	D	W	N	19 F	Y	W			46-2-878		N	N	N	N	N	
W61790	100125	VA0300200	10 EAST LEE HWY	030 T	D	W	N	72 M	Y	W			46-2-878		N	N	N	N	N	
W61777	100125	VA0300200	BREEZEWOOD DR / WALKER DR	030 T	D	W	N	45 F	Y	W			46-2-115.8		N	N	N	N	N	
W61776	100125	VA0300200	510 FROST AVENUE	030 T	D	W	N	21 M	Y	W			46-2-821		N	N	N	N	N	
W61775	100125	VA0300200	244 WATERLOO ST	030 T	D	W	N	49 M	Y	W			46-2-30		N	N	N	N	N	
W61774	100125	VA0300200	FROST AVENUE / VAN ROUEN ST	030 T	D	W	N	57 F	Y	W			46-2-821		N	N	N	N	N	
W61773	100125	VA0300200	150 WEST LEE HWY	030 T	D	W	N	20 M	Y	W			46-2-103		N	N	N	N	N	
W61772	100125	VA0300200	10 EAST LEE HWY	030 T	D	W	N	49 M	Y	W			46-2-821		N	N	N	N	N	
W61771	100125	VA0300200	FORBES ST / PELHAM ST	030 T	D	W	N	60 M	Y	W			46-2-821		N	N	N	N	N	
W61770	100125	VA0300200	FORBES ST / WINCHESTER ST	030 T	D	W	N	26 M	Y	W			46-2-821		N	N	N	N	N	
W61769	100125	VA0300200	11 EAST LEE HWY	030 T	D	W	N	30 F	Y	W			46-2-821		N	N	N	N	N	
W61768	100125	VA0300200	ACADEMY HILL RD / WALKER DR	030 T	D	W	N	56 M	Y	W			46-2-821		N	N	N	N	N	
W61767	100125	VA0300200	HOLIDAY CT / WALKER DR	030 T	D	W	N	39 F	Y	W			46-2-821		N	N	N	N	N	
W61766	100125	VA0300200	ACADEMY HILL RD / WALKER DR	030 T	D	W	N	76 M	Y	W			46-2-821		N	N	N	N	N	
W61765	100125	VA0300200	WALKER DR / ACADEMY HILL RD	030 T	D	W	N	57 F	Y	W			46-2-821		N	N	N	N	N	
W61764	100125	VA0300200	410 BULK ROSEDALE CT	030 T	D	W	N	34 F	Y	W			46-2-821		N	N	N	N	N	
W61763	100125	VA0300200	WEST LEE HWY / VAN ROUEN ST	030 T	D	W	N	71 F	Y	W			46-2-846		N	N	N	N	N	
W61762	100125	VA0300200	FORBES ST / WINCHESTER ST	030 T	D	W	N	38 M	Y	W			46-2-821		N	N	N	N	N	
W61761	100125	VA0300200	10 EAST LEE HWY	030 T	D	W	N	43 F	Y	W			46-2-821		N	N	N	N	N	
W61760	100125	VA0300200	ACADEMY HILL RD / WALKER DR	030 T	D	W	N	25 F	Y	W			46-2-821		N	N	N	N	N	
W61759	100125	VA0300200	284 FORBES CT	030 T	D	W	N	24 M	Y	W			46-2-821		N	N	N	N	N	
W61758	100125	VA0300200	FORBES CT / WINCHESTER ST	030 T	D	W	N	70 M	Y	W			46-2-821		N	N	N	N	N	
W61757	100125	VA0300200	FORBES CT / WINCHESTER ST	030 T	D	W	N	53 M	Y	W			46-2-821		N	N	N	N	N	
W61756	100125	VA0300200	328 EAST LEE HWY	030 T	D	W	N	5					46-2-821		N	N	N	N	N	

Incident ID	Stop Date	Agency Obj	Location	Person Type	Race	Ethnicity	Age	Gender	English Speaking	Action Taken	Specific Violation	Virginia Crime Code	Person Searched	Vehicle Searched	Force Used by Officer	Residency
S2025000765	10/13/25	VA0302000	500 FROST AVE / BROADVIEW AVE	030 T	D	W	N	47 M	Y	S	46-2-833		N	N	N	N
W61780	10/15/25	VA0302000	316 WEST LEE HWY	030 T	D	W	N	62 M	Y	W	46-2-821		N	N	N	N
W65779	10/15/25	VA0302000	CULPEPER ST / MENLOUGH DR	030 T	D	W	N	81 F	Y	W	46-2-830		N	N	N	N
S2025000767	10/15/25	VA0302000	459 WINCHESTER ST / PATRICK RYAN WAY	030 T	D	W	N	45 F	Y	W	46-2-646		N	N	N	N
S2025000769	10/16/25	VA0302000	331 EAST LEE HWY	030 T	D	W	N	56 M	Y	S	46-2-821		N	N	N	N
S2025000768	10/16/25	VA0302000	175 WEST SHIRLEY AVE	030 T	D	W	N	26 F	Y	S	46-2-878		N	N	N	N
W61593	10/17/25	VA0302000	255 WEST LEE HWY	030 T	D	W	N	28 M	Y	S	46-2-833		N	N	N	N
W61659	10/17/25	VA0302000	307 BROADVIEW AVE	030 T	D	B	N	77 M	Y	W	46-2-878		N	N	N	N
S66604	10/17/25	VA0302000	LEE HWY / BROADVIEW AVE	030 T	D	W	H	22 M	Y	W	46-2-1157		N	N	N	N
S66603	10/17/25	VA0302000	BLACKWELL PARK LN / WEST LEE HWY	030 T	D	B	N	48 F	Y	S	46-2-1157		N	N	N	N
S2025000770	10/17/25	VA0302000	28 BLACKWELL PARK LN	030 T	D	W	N	64 M	Y	S	46-2-646		N	N	N	N
W61391	10/18/25	VA0302000	286 BROADVIEW AVE	030 T	D	W	N	82 F	Y	W	46-2-646		N	N	N	N
W61395	10/18/25	VA0302000	269 BROADVIEW AVE / CHAPPEL ST	030 T	D	W	N	17 F	Y	W	46-2-845		N	N	N	N
S2025000771	10/18/25	VA0302000	212 CLOUD SPRINGS DR/LEAF CHER DR	030 T	D	W	N	19 M	Y	S	46-2-836		N	N	N	N
W60823	10/19/25	VA0302000	LEE HWY / COMFORT INN DR	030 T	D	B	N	19 M	Y	S	46-2-821		N	N	N	N
W61592	10/19/25	VA0302000	BLACKWELL RD / WEST LEE HWY	030 T	D	W	N	41 M	Y	W	46-2-830		N	N	N	N
W60364	10/21/25	VA0302000	671 FALMOUTH ST	030 T	D	B	N	24 M	Y	W	46-2-878		N	N	N	N
W61594	10/20/25	VA0302000	87 WEST LEE HWY	030 T	D	B	N	28 M	Y	W	46-2-878		N	N	N	N
W61395	10/21/25	VA0302000	CULPEPER ST / MENLOUGH DR	030 T	D	W	N	77 F	Y	W	46-2-878		N	N	N	N
W61632	10/22/25	VA0302000	510 FROST AVE	030 T	D	B	N	54 M	Y	W	46-2-830		N	N	N	N
W61631	10/22/25	VA0302000	319 WATERLOO ST	030 T	D	B	N	43 F	Y	W	46-2-821		N	N	N	N
W60449	10/22/25	VA0302000	700 BULK WATERLOO ST	030 T	D	W	N	43 F	Y	W	46-2-878		N	N	N	N
W61496	10/22/25	VA0302000	HOLIDAY CT / WALKER DR	030 T	D	W	N	59 M	Y	W	46-2-878		N	N	N	N
W61542	10/21/25	VA0302000	457 EAST SHIRLEY AVE	030 T	D	W	N	63 M	Y	W	46-2-821		N	N	N	N
W61541	10/21/25	VA0302000	140 BALK RAPAHANNOCK ST	030 T	D	W	N	29 F	Y	W	46-2-874		N	N	N	N
W61540	10/22/25	VA0302000	360 BROADVIEW AVE	030 T	D	W	N	77 F	Y	W	46-2-878		N	N	N	N
W61632	10/22/25	VA0302000	329 EAST LEE ST / OLIVER CITY RD	030 T	D	W	N	67 M	Y	W	46-2-833		N	N	N	N
S2025000774	10/22/25	VA0302000	212 WEST LEE HWY / BRANCH DR	030 T	D	W	N	22 F	Y	S	46-2-1158		N	N	N	N
W65397	10/21/25	VA0302000	WALKER DR / ROSEDALE CT	030 T	D	B	N	52 M	Y	S	46-2-1158		N	N	N	N
W66582	10/22/25	VA0302000	244 WATERLOO ST	030 T	D	W	N	58 F	Y	S	46-2-830		N	N	N	N
W60144	10/22/25	VA0302000	90 BROADVIEW AVE	030 T	D	W	H	25 F	Y	S	46-2-821		N	N	N	N
W60146	10/22/25	VA0302000	W. SHIRLEY / HOSPITAL DR	030 T	D	W	N	43 M	Y	W	46-2-1121		N	N	N	N
W60145	10/22/25	VA0302000	JENNIFER DR / WINCHESTER ST	030 T	D	W	N	68 M	Y	W	46-2-715		N	N	N	N
S2025000773	10/22/25	VA0302000	59 ALEXANDRIA PL	030 T	D	W	N	46 F	Y	W	46-2-821		N	N	N	N
W61497	10/24/25	VA0302000	ACADEMY HILL DR / WALKER DR	030 T	D	W	N	30 F	Y	S	46-2-924		N	N	N	N
W61545	10/24/25	VA0302000	575 VAN ROLEN ST	030 T	D	W	N	67 M	Y	W	46-2-821		N	N	N	N
W61543	10/24/25	VA0302000	457 EAST SHIRLEY AVE	030 T	D	W	N	49 F	Y	W	46-2-874		N	N	N	N
W61544	10/24/25	VA0302000	FISHER LN / CULPEPER ST	030 T	D	W	N	61 F	Y	W	46-2-874		N	N	N	N
W60420	10/23/25	VA0302000	BLACKWELL RD / MORNHEAD DR	030 T	D	B	N	62 M	Y	W	46-2-830		N	N	N	N
W61393	10/23/25	VA0302000	288 FORBES CT	030 T	D	W	H	69 F	Y	W	46-2-874		N	N	N	N
W61595	10/24/25	VA0302000	411 WEST LEE HWY	030 T	D	W	N	67 M	Y	W	46-2-821		N	N	N	N
W61392	10/24/25	VA0302000	JACKSON ST / WINCHESTER ST	030 T	D	W	H	57 M	Y	W	46-2-821		N	N	N	N
S2025000778	10/25/25	VA0302000	327 EAST LEE HWY	030 T	D	W	N	19 M	Y	W	46-2-874		N	N	N	N
W61633	10/24/25	VA0302000	101 EAST LEE HWY / BLACKWELL RD	030 T	D	W	N	22 M	Y	S	46-2-878		N	N	N	N
W60147	10/28/25	VA0302000	551 FROST AVE	030 T	D	W	N	25 F	Y	S	46-2-1358		N	N	N	N
S2025000780	10/28/25	VA0302000	545 PLAIN RD / NORFOLK DR	030 T	D	W	N	17 M	Y	W	46-2-806		N	N	N	N
S2025000779	10/28/25	VA0302000	212 OAK SPRINGS DR / FLITCHER DR	030 T	D	W	N	40 M	Y	S	46-2-1172		N	N	N	N
S2025000784	10/29/25	VA0302000	154 MAIN ST / SOUTH CALHOUN ST	030 T	D	B	N	46 F	Y	S	46-2-1158		N	N	N	N
S2025000783	10/29/25	VA0302000	1 WEST LEE HWY / CULPEPER ST	030 T	D	B	N	05 M	Y	S	46-2-835		N	N	N	N
S2025000782	10/29/25	VA0302000	365 NORFOLK DR / PLAIN RD	030 T	D	W	N	57 F	Y	S	46-2-830		N	N	N	N
S2025000781	10/29/25	VA0302000	661 FROST AVE / VAN ROLEN ST	030 T	D	W	N	55 M	Y	S	46-2-862		N	N	N	N
S2025000785	10/29/25	VA0302000	101 EAST LEE HWY / BLACKWELL RD	030 T	D	W	N	76 M	Y	S	46-2-853		N	N	N	N
S2025000789	10/30/25	VA0302000	25 WEST LEE ST	030 T	D	W	N	61 M	Y	S	46-2-390		N	N	N	N
103025	10/30/25	VA0302000	175 WEST SHIRLEY AVE / MANOR CT	030 T	D	B	N	63 F	Y	S	46-2-1158		N	N	N	N
S2025000786	10/30/25	VA0302000	450 BROADVIEW AVE / OAK SPRINGS DR	030 T	D	B	N	23 M	Y	S	46-2-833		N	N	N	N
103125	10/30/25	VA0302000	365 NORFOLK / PLAIN RD	030 T	D	W	H	53 M	Y	S	46-2-830		N	N	N	N



TOWN OF WARRENTON

POLICE DEPARTMENT

333 Carriage House Lane • Warrenton, Virginia 20186
Telephone (540) 347-1107 • Fax (540) 341-4190



Item a.

MONTHLY REPORT - NOVEMBER - 2025

TOTAL CALLS FOR SERVICE TO INCLUDE:

SELF INITIATED
DISPATCHED

ACCIDENTS:

REPORTABLE
NON-REPORTABLE (No injury, under \$1500 or
private property)

ARRESTS (CRIMINAL):

FELONY
MISDEMEANOR

TRAFFIC ENFORCEMENT (NON-CRIMINAL):

SUMMONS
PARKING
WRITTEN WARNINGS

DRUG ARRESTS:

FELONY
MISDEMEANOR

OVERDOSES:

MONTH	CALENDAR	CALENDAR
NOVEMBER	YTD '25	YTD '24
1718	22748	22574
756	11014	10570
962	11734	12004
51	487	465
16	195	210
35	292	255
2	30	29
9	149	135
42	1152	784
174	1864	1505
67	1331	841
1	7	6
0	0	0
0	4	3

REPORTED CRIMES NOVEMBER 2025

CLASSIFICATION

		NOVEMBER	YTD '25	YTD '24
1a	Murder and Non-Negligent Manslaughter			
1b	Manslaughter by Negligence			
2	Forcible Rape			
3	Robbery			3
4	Assault	7	75	61
5	Burglary		4	2
6	Larceny	11	107	124
7	Motor Vehicle Theft		5	11
9	Arson			1
10	Forgery and Counterfeiting	1	2	5
11	Fraud	5	51	56
12	Embezzlement		1	3
13	Stolen Property: Buy/Receive/Possess			
14	Vandalism/Graffiti	7	48	58
15	Weapons	1	1	4
16	Prostitution/Vice			
17	Sex Offenses		7	7
18	Drug Violations		3	5
19	Gambling			
20	Offenses Against Family	7	66	80
21	Driving Under Influence	3	20	11
22	Liquor Laws			
23	Drunk in Public	1	26	28
24	Disorderly	1	28	30
25	All Other Offenses			
26	Curfew/Loitering			
27	Runaway			1
28	Reckless Driving		1	
29	Drive suspended/revoked		1	2
30	Contempt of Court			
31	Unauthorized use		1	3
32	Hit & Run	4	39	37
33	Contributing to delinquency of minor		1	2
34	False report to police			1
35	Abduction/Kidnapping		1	1
36	Shooting into Building			
37	Child Neglect			1

Record ID	Stop Date	Agency ORI	Location	Jurisdiction Code	Reason for Stop	Person Type	Race	Ethnicity	Age	Gender	English Speaking	Action Taken	Specific Violation	Virginia Crime Code	Person Searched	Vehicle searched	Force Used by Officer	Force Used by Subject	Residency
S2025000792	10/12/25	VA0300200	236 BROADVIEW AVE	030 T	0	W	W	N	29	M	S	46-2-646		N	N	N	N	R	
S2025000794	10/03/25	VA0300200	175 WEST SHIRLEY AVE / CARRIAGE HOUSE LN	030 T	0	W	W	N	75	M	S	46-2-833		N	N	N	N	V	
S2025000795	10/03/25	VA0300200	817 JAMES MADISON HWY	030 T	0	D	W	N	21	M	S	46-2-874		N	N	N	N	N	
S2025000797	10/06/25	VA0300200	510 FROST AVE	030 T	0	D	W	N	23	M	S	46-2-707		N	N	N	N	N	
S2025000798	11/11/25	VA0300200	250 WEST SHIRLEY AVE	030 T	0	A	N	N	42	M	S	46-2-988		N	N	N	N	V	
S2025000801	11/13/25	VA0300200	1 BRAODVIEW AVE / FROST AVE	030 T	0	D	W	N	17	M	S	46-2-300		N	N	N	N	V	
S2025000803	11/13/25	VA0300200	700 JAMES MADISON HWY	030 T	0	D	W	H	50	M	S	46-2-826		N	N	N	N	V	
S2025000804	11/13/25	VA0300200	284 WEST LEE HWY / WINCHESTER ST	030 T	0	D	W	N	39	M	S	46-2-846		N	N	N	N	V	
S2025000805	11/16/25	VA0300200	139 CULPEPER ST	030 T	0	D	B	N	47	F	S	46-2-830		N	N	N	N	N	
S2025000806	11/17/25	VA0300200	212 OAK SPRINGS DR / FLETCHER DR	030 T	0	D	W	N	37	F	S	46-2-821		N	N	N	N	R	
S2025000807	11/18/25	VA0300200	369 BLACKWELL RD / ROCK POINT LN	030 T	0	D	W	N	35	M	S	46-2-1158		N	N	N	N	V	
S2025000809	11/18/25	VA0300200	BROADVIEW AVE	030 T	0	D	W	N	34	M	S	46-2-301		N	N	N	N	V	
S2025000810	11/19/25	VA0300200	329 EAST LEE ST / OLIVER CITY RD	030 T	0	D	W	N	56	F	S	46-2-830		N	N	N	N	V	
S2025000811	11/19/25	VA0300200	24 WEST LEE ST / ASHY ST	030 T	0	D	W	H	64	F	S	46-2-821		N	N	N	N	V	
S2025000812	11/19/25	VA0300200	175 NORFOLK DR / GOLD CUP DR	030 T	0	D	W	N	16	M	S	46-2-334.01		N	N	N	N	R	
S2025000815	11/24/25	VA0300200	351 BROADVIEW AVE	030 T	0	D	W	N	32	F	S	46-2-1158		N	N	N	N	V	
S2025000820	11/28/25	VA0300200	585 FROST AVE	030 T	0	D	W	N	36	M	S	46-2-853		N	N	N	N	V	
S655986	11/17/25	VA0300200	312 WEST SHIRLEY AVE / WATERLOO ST	030 T	0	D	W	N	21	M	S	46-2-301		N	N	N	N	V	
S655999	11/17/25	VA0300200	KEITH ST / NOBLY CR	030 T	0	D	W	N	62	M	S	46-2-962		N	N	N	N	V	
S66083	11/07/25	VA0300200	FROST AVE / VAN RODEN ST	030 T	0	D	W	H	17	M	S	46-2-335		N	N	N	N	V	
S66239	11/22/25	VA0300200	700 BLK JAMES MADISON HWY	030 T	0	D	B	N	38	M	S	46-2-852		N	N	N	N	V	
W6676	11/24/25	VA0300200	WEST LEE HWY / WINCHESTER ST	030 T	0	D	B	N	42	F	S	46-2-833		N	N	N	N	V	
S655984	11/23/25	VA0300200	BROADVIEW AVE / WATERLOO ST	030 T	0	D	B	N	73	M	S	46-2-833		N	N	N	N	R	
W66605	11/01/25	VA0300200	240 WATERLOO ST	030 T	0	D	W	N	20	F	S	46-2-300		N	N	N	N	V	
W66149	11/01/25	VA0300200	LEE HIGHWAY / BLACKWELL RD	030 T	0	D	W	N	29	M	S	46-2-853		N	N	N	N	V	
W66150	11/01/25	VA0300200	147 WEST SHIRLEY AVE	030 T	0	D	W	N	63	F	S	46-2-818.2		N	N	N	N	V	
W66233	11/02/25	VA0300200	701 BLK JAMES MADISON HWY	030 T	0	D	B	N	44	F	S	46-2-821		N	N	N	N	V	
W66234	11/02/25	VA0300200	11 EAST LEE HWY	030 T	0	D	W	N	24	F	S	46-2-878		N	N	N	N	V	
W66421	11/02/25	VA0300200	600 BLK BROADVIEW AVE	030 T	0	D	W	N	19	M	S	46-2-878		N	N	N	N	V	
W66422	11/02/25	VA0300200	62 FROST AVE	030 T	0	D	W	N	64	F	S	46-2-846		N	N	N	N	V	
W66423	11/02/25	VA0300200	286 BROADVIEW AVE	030 T	0	D	B	N	76	F	S	46-2-846		N	N	N	N	V	
W66424	11/02/25	VA0300200	286 BROADVIEW AVE	030 T	0	D	B	N	61	F	S	46-2-846		N	N	N	N	V	
W66425	11/02/25	VA0300200	214 ALWINGTON BLVD	030 T	0	D	B	N	34	M	S	46-2-888		N	N	N	N	V	
W66426	11/02/25	VA0300200	W. SHIRLEY AVE / FROST AVE	030 T	0	D	W	N	87	F	S	46-2-846		N	N	N	N	V	
W66153	11/11/25	VA0300200	562 FROST AVE	030 T	0	D	W	N	37	F	S	46-2-878		N	N	N	N	V	
W61514	11/11/25	VA0300200	600 BLK BROADVIEW AVE	030 T	0	D	W	H	16	F	S	46-2-875		N	N	N	N	V	
W61155	11/11/25	VA0300200	62 FROST AVE	030 T	0	D	W	N	30	F	S	46-2-874		N	N	N	N	V	
W61156	11/11/25	VA0300200	139 CULPEPER ST	030 T	0	D	W	N	58	F	S	46-2-874		N	N	N	N	V	
W61157	11/11/25	VA0300200	251 WEST LEE HWY	030 T	0	D	W	N	74	M	S	46-2-818.2		N	N	N	N	V	
W61158	11/11/25	VA0300200	54 WINCHESTER ST	030 T	0	D	W	N	64	M	S	46-2-646		N	N	N	N	V	
W61160	11/11/25	VA0300200	119 CULPEPER ST	030 T	0	D	A	N	44	F	S	46-2-874		N	N	N	N	V	
W61161	11/11/25	VA0300200	7500 BLK LEE HWY	030 T	0	D	W	N	48	F	S	46-2-830		N	N	N	N	V	
W61162	11/11/25	VA0300200	74 BROADVIEW AVE	030 T	0	D	W	N	41	M	S	46-2-1158		N	N	N	N	V	
W61163	11/09/25	VA0300200	240 FORBES CT	030 T	0	D	W	N	30	M	S	46-2-821		N	N	N	N	V	
W61164	11/09/25	VA0300200	WALKER DR / ACADEMY HILL RD	030 T	0	D	W	N	52	M	S	46-2-821		N	N	N	N	V	
W61172	11/09/25	VA0300200	HOLIDAY CT / WALKER DR	030 T	0	D	W	N	72	F	S	46-2-821		N	N	N	N	V	
W61427	11/09/25	VA0300200	530 BROADVIEW AVE	030 T	0	D	W	N	39	M	S	46-2-818.2		N	N	N	N	V	
W61428	11/11/25	VA0300200	122 WEST SHIRLEY AVE	030 T	0	D	W	N	45	F	S	46-2-821		N	N	N	N	V	
W61429	11/11/25	VA0300200	500 BLK FROST AVE	030 T	0	D	W	N	41	F	S	46-2-833		N	N	N	N	V	
W61430	11/11/25	VA0300200	501 BLACKWELL ROAD	030 T	0	D	W	N	47	M	S	46-2-874		N	N	N	N	V	
W61431	11/16/25	VA0300200	WALKER DR / BREEZEWOOD DR	030 T	0	D	W	N	58	M	S	46-2-804		N	N	N	N	V	
W61432	11/14/25	VA0300200	541 BROADVIEW AVE	030 T	0	D	W	N	52	M	S	46-2-821		N	N	N	N	V	
W61546	11/04/25	VA0300200	547 WATERLDR	030 T	0	D	W	N	64	M	S	46-2-821		N	N	N	N	V	
W61547	11/04/25	VA0300200	530 BROADVIEW AVE	030 T	0	D	W	N	26	F	S	46-2-818.2		N	N	N	N	V	
W61548	11/04/25	VA0300200	122 WEST SHIRLEY AVE	030 T	0	D	W	N	45	F	S	46-2-874		N	N	N	N	V	
W61549	11/12/25	VA0300200	501 BLK FROST AVE	030 T	0	D	W	N	38	M	S	46-2-874		N	N	N	N	V	
W61550	11/10/25	VA0300200	510 BLK FROST AVE	030 T	0	D	W	N	27	M	S	46-2-821		N	N	N	N	V	
W61556	11/14/25	VA0300200	613 FROST AVE	030 T	0	D	W	N	20	F	S	46-2-821		N	N	N	N	V	
W61557	11/08/25	VA0300200	WEST SHIRLEY / HOSPITAL DR	030 T	0	D	W	N	64	M	S	46-2-821		N	N	N	N	V	
W61586	11/08/25	VA0300200	348 JACKSON ST	030 T	0	D	W	N	26	F	S	46-2-821		N	N	N	N	V	
W61587	11/08/25	VA0300200	WATERLOO ST / WARRENTON BLVD	030 T	0	D	W	N	19	F	S	46-2-821		N	N	N	N	V	
W61588	11/08/25	VA0300200	534 COLONY CT	030 T	0	D	W	N	78	F	S	46-2-821		N	N	N	N	V	
W61589	11/13/25	VA0300200	346 WATERLOO ST	030 T	0	D	W	N	18	M	S	46-2-821		N	N	N	N	V	
W61590	11/01/25	VA0300200	510 WEST LEE ST	030 T	0	D	W	N	68	M	S	46-2-821		N	N	N	N	V	
W61591	11/10/25	VA0300200	510 FROST AVE	030 T	0	D	B	N	27	M	S	46-2-821		N	N	N	N	V	
W61592	11/10/25	VA0300200	WATERLOO ST / CHESTNUT ST	030 T	0	D	W	N	34	M	S	46-2-821		N	N	N	N	V	
W61593	11/14/25	VA0300200	81 BROADVIEW AVE	030 T	0	D	W	N	25	M	S	46-2-821		N	N	N	N	V	
W61594	11/12/25	VA0300200	150 WEST LEE HWY	030 T	0	D	W	N	22	M	S	46-2-821		N	N	N	N	V	
W61595	11/20/25	VA0300200	WALKER DR / HOLIDAY CT	030 T	0	D	W	N	64	M	S	46-2-821		N	N	N	N	V	
W61596	11/20/25	VA0300200	55 BROADVIEW AVE	030 T	0	D	W	N	23	M	S	46-2-846		N	N	N	N	V	
W61597	11/20/25	VA0300200	ACADEMY HILL DR / WALKER DR	030 T	0	D	W	N	62	F	S	46-2-821		N	N	N	N	V	
W61598	11/20/25	VA0300200	133 WEST SHIRLEY AVE	030 T	0	D	W	B	32	F	S	46-2-877		N	N	N	N	V	
W61599	11/20/25	VA0300200	133 WEST SHIRLEY AVE	030 T	0	D	W	N	N	N	N	N	N	N	N	N	N	N	

Record ID	Stop Date	Agency On/Off	Location	Jurisdiction Code	Reason for Stop	Person Type	Race	Ethnicity	Age	Gender	English Speaking	Action Taken	Specific Violation	Virginia Crime Code	Person Searched	Vehicle Searched	Force Used by Officer	Force Used by Subject	Residency
W61785	112525	VA0300000	HOLIDAY CT / WALKER DR	030 T	D	W	N	57 M	Y	W	46-2-821			N	N	N	N	O	
W61786	112525	VA0300000	HOLIDAY CT / WALKER DR	030 T	D	W	H	23 M	Y	W	46-2-821			N	N	N	N	V	
W61787	112525	VA0300000	FORBES CT / WINCHESTER ST	030 T	D	W	N	24 F	Y	W	46-2-821			N	N	N	N	V	
W61788	112825	VA0300000	273 BROADVIEW AVE	030 T	D	A	N	57 F	Y	W	46-2-1030			N	N	N	N	V	
W61789	112825	VA0300000	256 BLK WEST LEE HWY	030 T	D	W	N	62 M	Y	W	46-2-646			N	N	N	N	V	
W61790	112925	VA0300000	WALKER DR / BEL AIR	030 T	D	W	N	39 F	Y	W	46-2-821			N	N	N	N	V	
W61851	113125	VA0300000	WALKER DR / HOLIDAY CT	030 T	D	W	N	56 F	Y	W	46-2-821			N	N	N	N	V	
W61852	111825	VA0300000	GOLD CUP / BROADVIEW AVE	030 T	D	W	N	17 F	Y	W	46-2-878			N	N	N	N	V	
W61853	112225	VA0300000	WALKER DR / BEL AIR LN	030 T	D	W	N	70 M	Y	W	46-2-821			N	N	N	N	V	
W61854	112225	VA0300000	BLACKWELL RD / ROCK POINT LN	030 T	D	W	N	45 M	Y	W	46-2-874			N	N	N	N	V	
W61855	112325	VA0300000	SOUTH SECOND ST / EAST LEE ST	030 T	D	W	N	48 F	Y	W	46-2-874			N	N	N	N	V	
W61856	112325	VA0300000	156 ALEXANDRIA PKWY	030 T	D	W	N	33 F	Y	W	46-2-874			N	N	N	N	R	
W61857	112625	VA0300000	SPUR 1 / EAST LEE HWY	030 T	D	W	N	49 F	Y	W	46-2-878			N	N	N	N	O	
W61858	112625	VA0300000	WALKER DR / CANNON WAY	030 T	D	W	N	62 F	Y	W	46-2-821			N	N	N	N	V	
W61859	112625	VA0300000	672 BLK SPUR 10	030 T	D	W	N	19 M	Y	W	46-2-878			N	N	N	N	N	



TOWN OF WARRENTON

POLICE DEPARTMENT

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Item a.

MONTHLY REPORT - DECEMBER - 2025

TOTAL CALLS FOR SERVICE TO INCLUDE:

SELF INITIATED
DISPATCHED

ACCIDENTS:

REPORTABLE
NON-REPORTABLE (No injury, under \$1500 or
private property)

ARRESTS (CRIMINAL):

FELONY
MISDEMEANOR

TRAFFIC ENFORCEMENT (NON-CRIMINAL):

SUMMONS
PARKING
WRITTEN WARNINGS

DRUG ARRESTS:

FELONY
MISDEMEANOR

OVERDOSES:

MONTH	CALENDAR	CALENDAR
DECEMBER	YTD '25	YTD '24
1825	24573	24778
767	11781	11721
1058	12792	13057
53	540	516
21	216	236
32	324	280
0	30	32
12	161	149
56	1208	865
122	1986	1603
77	1408	983
0	7	7
0	0	0
0	4	3

REPORTED CRIMES DECEMBER 2025

CLASSIFICATION

		DECEMBER	YTD '25	YTD '24
1a	Murder and Non-Negligent Manslaughter			
1b	Manslaughter by Negligence			
2	Forcible Rape			
3	Robbery			3
4	Assault	8	84	62
5	Burglary	1	5	2
6	Larceny	2	110	124
7	Motor Vehicle Theft		5	8
9	Arson			1
10	Forgery and Counterfeiting	1	3	5
11	Fraud	4	55	56
12	Embezzlement		1	3
13	Stolen Property: Buy/Receive/Possess			
14	Vandalism/Graffiti	2	50	58
15	Weapons		1	4
16	Prostitution/Vice			
17	Sex Offenses		7	7
18	Drug Violations		3	5
19	Gambling			
20	Offenses Against Family	2	67	78
21	Driving Under Influence	1	22	11
22	Liquor Laws			
23	Drunk in Public		26	28
24	Disorderly	1	29	30
25	All Other Offenses			
26	Curfew/Loitering			
27	Runaway			
28	Reckless Driving		1	
29	Drive suspended/revoked		1	2
30	Contempt of Court			
31	Unauthorized use		1	3
32	Hit & Run	1	41	37
33	Contributing to delinquency of minor		1	2
34	False report to police			1
35	Abduction/Kidnapping		1	1
36	Shooting into Building			
37	Child Neglect			2

Record ID	Stop Date	Agency ORI	Location	Jurisdiction Code	Reason for Stop	Person Type	Race	Ethnicity	Age	Gender	English Speaking	Action Taken	Specific Violation	Virginia Crime Code	Person Searched	Vehicle Searched	Force Used by Officer	Force Used by Subject	Residency
S2025000822	12/02/25	VA0300200	1 WEST SHIRLEY AVE / CUPPER ST	030 T	D	B	N	72 F	S	Y	46-2-1158			N	N	N	N	N	V
WG0772	12/02/25	VA0300200	HOLIDAY CT / WALKER DR	030 T	D	B	N	95 M	Y	W	46-2-8211			N	N	N	N	N	N
WG1600	12/02/25	VA0300200	WALKER DR / ESTATE AVE	030 T	D	W	N	75 M	Y	W	46-2-8211			N	N	N	N	N	N
WG1860	12/02/25	VA0300200	587 BROADVIEW AVE	030 T	D	W	N	37 F	Y	W	46-2-8211			N	N	N	N	N	N
WG1861	12/02/25	VA0300200	410 HOLIDAY CT	030 T	D	W	N	74 F	Y	W	46-2-8211			N	N	N	N	N	N
WG1862	12/02/25	VA0300200	WALKER DR / CANNON WAY	030 T	D	W	N	58 M	Y	W	46-2-8211			N	N	N	N	N	N
WG0568	12/02/25	VA0300200	300 BULK SHIRLEY AVE	030 T	D	W	N	74 F	Y	W	46-2-878			N	N	N	N	N	N
WG0426	12/02/25	VA0300200	BLACKWELL / MORRHEAD	030 T	D	W	N	46 F	Y	W	46-2-878			N	N	N	N	N	N
WG1863	12/02/25	VA0300200	LEGION DR / EAST SHIRLEY AVE	030 T	D	W	N	41 M	Y	W	46-2-833			N	N	N	N	N	N
WG2052	12/02/25	VA0300200	338 BULK EAST LEE HWY	030 T	D	B	N	41 M	Y	W	46-2-878			N	N	N	N	N	V
WG5051	12/02/25	VA0300200	251 WEST LEE HWY	030 T	D	W	N	39 M	Y	W	46-2-878			N	N	N	N	N	N
WG5884	12/02/25	VA0300200	10 BULK EAST LEE HWY	030 T	D	W	N	45 M	Y	W	46-2-8211			S	N	N	N	N	N
WG1645	12/02/25	VA0300200	271 WINCHESTER ST	030 T	D	B	N	43 M	Y	W	46-2-8211			N	N	N	N	N	N
WG2001	12/02/25	VA0300200	JACKSON ST / WINCHESTER ST	030 T	D	W	N	44 M	Y	W	46-2-874			N	N	N	N	N	N
WG1865	12/02/25	VA0300200	673 VAN ROUEN ST	030 T	D	W	N	75 F	Y	W	46-2-707			S	N	N	N	N	N
WG1866	12/02/25	VA0300200	60 ALEXANDRIA PK	030 T	D	W	N	27 F	Y	W	46-2-874			N	N	N	N	N	N
WG1864	12/02/25	VA0300200	SPRING LN / DIAGONAL ST	030 T	D	W	N	41 M	Y	W	46-2-874			N	N	N	N	N	N
WG1866	12/02/25	VA0300200	29 JOHN E. MANN ST	030 T	D	W	N	39 M	Y	W	46-2-874			N	N	N	N	N	N
WG2054	12/02/25	VA0300200	69 WEST LEE HWY	030 T	D	W	N	45 M	Y	W	46-2-8211			N	N	N	N	N	N
WG2001	12/02/25	VA0300200	JACKSON ST / WINCHESTER ST	030 T	D	B	N	43 M	Y	W	46-2-8211			N	N	N	N	N	N
WG1867	12/02/25	VA0300200	HOLIDAY CT / WALKER DR	030 T	D	W	N	66 F	Y	W	46-2-8211			N	N	N	N	N	N
WG0773	12/02/25	VA0300200	286 BROADVIEW AVE	030 T	D	W	N	48 F	Y	W	46-2-830			N	N	N	N	N	N
WG0725	12/02/25	VA0300200	41 WEST LEE HWY	030 T	D	W	N	58 F	Y	W	46-2-878			N	N	N	N	N	N
WG6241	12/02/25	VA0300200	ROEBLING ST / BROADVIEW AVE	030 T	D	B	N	23 F	Y	S	46-2-300			N	N	N	N	N	N
WG6240	12/02/25	VA0300200	WEST LEE HWY / BRANCH DR	030 T	D	W	H	28 M	Y	S	46-2-833			N	N	N	N	N	N
S2025000826	12/02/25	VA0300200	300 EAST LEE HWY	030 T	D	W	H	18 M	Y	S	46-2-830			N	N	N	N	N	N
S2025000828	12/02/25	VA0300200	405 CHAPEL ST / BROADVIEW AVE	030 T	D	W	H	30 M	Y	S	46-2-830			N	N	N	N	N	N
S2025000829	12/02/25	VA0300200	1 NORTH HILL DR / BLACKWELL RD	030 T	D	W	N	35 M	Y	S	46-2-1188			N	N	N	N	N	N
S2025000833	12/02/25	VA0300200	306 WALKER DR / ACADEMY HILL EXT	030 T	D	W	N	55 M	Y	S	46-2-1158			N	N	N	N	N	N
S2025000832	12/02/25	VA0300200	54 EAST SHIRLEY AVE / GREEN ST	030 T	D	W	H	42 M	Y	S	46-2-1158			N	N	N	N	N	N
WG6027	12/02/25	VA0300200	KETTIST / MOSBY CIR	030 T	D	W	N	29 M	Y	W	46-2-1188			N	N	N	N	N	N
WG6027	12/02/25	VA0300200	BROADVIEW AVE / WATERLOO RD	030 T	D	W	H	61 F	Y	W	46-2-333			N	N	N	N	N	N
WG6025	12/02/25	VA0300200	11 EAST LEE HWY	030 T	D	W	N	52 F	Y	W	46-2-878			N	N	N	N	N	N
WG6236	12/02/25	VA0300200	11 EAST LEE HWY	030 T	D	W	H	33 M	Y	W	46-2-878			N	N	N	N	N	N
WG6055	12/02/25	VA0300200	WEST LEE HWY / FLETCHER DR	030 T	D	W	H	55 F	Y	W	46-2-878			N	N	N	N	N	N
WG61870	12/02/25	VA0300200	HOLIDAY CT / WALKER DR	030 T	D	W	N	42 M	Y	W	46-2-8211			N	N	N	N	N	N
WG6257	12/02/25	VA0300200	BLACKWELL PARK LN / BLACKWELL RD	030 T	D	W	N	39 F	Y	W	46-2-873			N	N	N	N	N	N
WG6056	12/02/25	VA0300200	11 EAST LEE HWY	030 T	D	W	N	29 F	Y	W	46-2-878			N	N	N	N	N	N
WG61872	12/02/25	VA0300200	410 ROSEDALE CT STE 110	030 T	D	W	N	38 F	Y	W	46-2-8211			N	N	N	N	N	N
WG6003	12/02/25	VA0300200	111 JOHN E. MANN ST	030 T	D	W	N	17 M	Y	W	46-2-878			N	N	N	N	N	N
WG6004	12/02/25	VA0300200	351 BROADVIEW AVE	030 T	D	W	N	23 M	Y	W	46-2-825			N	N	N	N	N	N
WG6791	12/02/25	VA0300200	214 GREEN ST	030 T	D	W	N	41 F	Y	W	46-2-646			N	N	N	N	N	N
WG61871	12/02/25	VA0300200	HOLIDAY CT / WALKER DR	030 T	D	W	N	62 M	Y	W	46-2-821			N	N	N	N	N	N
S2025000830	12/02/25	VA0300200	322 WEST SHIRLEY AVE / WATERLOO ST	030 T	D	W	N	38 F	Y	W	46-2-878			S	N	N	N	N	N
S66084	12/02/25	VA0300200	510N HILL ST / OLD MEETZ RD	030 T	D	W	N	52 F	Y	W	46-2-821			N	N	N	N	N	N
WG1863	12/02/25	VA0300200	351 BROADVIEW AVE	030 T	D	W	N	83 M	Y	W	46-2-821			N	N	N	N	N	N
WG6172	12/02/25	VA0300200	281 W. SHIRLEY AVE	030 T	D	W	N	19 M	Y	W	46-2-835			N	N	N	N	N	N
WG6173	12/02/25	VA0300200	493 BLACKWELL RD	030 T	D	W	N	70 M	Y	W	46-2-849			N	N	N	N	N	N
WG6172	12/02/25	VA0300200	19 BROADVIEW AVE	030 T	D	W	N	57 M	Y	W	46-2-878			N	N	N	N	N	N
WG62008	12/02/25	VA0300200	55 BROADVIEW AVE	030 T	D	W	N	64 M	Y	W	46-2-830			N	N	N	N	N	N
WG6009	12/02/25	VA0300200	19 BROADVIEW AVE	030 T	D	W	N	31 M	Y	W	46-2-300			N	N	N	N	N	N
WG6244	12/02/25	VA0300200	FROST AVE / VAN ROLEN ST	030 T	D	B	N	43 F	Y	W	46-2-833			N	N	N	N	N	N
WG62005	12/02/25	VA0300200	55 BROADVIEW AVE	030 T	D	W	N	54 M	Y	W	46-2-830			N	N	N	N	N	N
WG62006	12/02/25	VA0300200	19 BROADVIEW AVE	030 T	D	B	N	59 M	Y	W	46-2-830			N	N	N	N	N	N
WG62007	12/02/25	VA0300200	346 WATERLOO ST	030 T	D	B	N	27 M	Y	W	46-2-830			N	N	N	N	N	N
WG62008	12/02/25	VA0300200	50 FROST AVE	030 T	D	W	N	64 M	Y	W	46-2-830			N	N	N	N	N	N
WG62009	12/02/25	VA0300200	700 BLOCK JAMES MADISON HWY	030 T	D	W	N	30 F	Y	W	46-2-830			N	N	N	N	N	N
WG6174	12/02/25	VA0300200	WALKER DR / ACADEMY HILL RD	030 T	D	W	N	60 M	Y	W	46-2-821			N	N	N	N	N	N
WG62058	12/02/25	VA0300200	19 BROADVIEW AVE	030 T	D	B	N	57 M	Y	W	46-2-830			N	N	N	N	N	N
WG62059	12/02/25	VA0300200	19 BROADVIEW AVE	030 T	D	B	N	50 F	Y	W	46-2-830			N	N	N	N	N	N
WG62059	12/02/25	VA0300200	399 HOLIDAY CT / WALKER DR	030 T	D	B	N	25 F	Y	W	46-2-1158			N	N	N	N	N	N
WG6168	12/02/25	VA0300200	286 WALKER DR / COLONEL DR	030 T	D	B	N	64 M	Y	W	46-2-821			N	N	N	N	N	N
S66586	12/02/25	VA0300200	54 EAST LEE ST	030 T	D	W	N	23 M	Y	W	46-2-300			N	N	N	N	N	N
WG62010	12/02/25	VA0300200	122 WEST LEE HWY	030 T	D	W	N	47 M	Y	W	46-2-1077			N	N	N	N	N	N
WG62051	12/02/25	VA0300200	236 WEST LEE HWY	030 T	D	W	N	33 M	Y	W	46-2-1030			N	N	N	N	N	N

Record ID	Stop Date	Agency ORI	Location	Jurisdiction Code	Reason for Stop	Person Type	Race	Ethnicity	Age	Gender	English Speaking	Action Taken	Specific Violation	Virginia Crime Code	Person Searched	Vehicle Searched	Force Used by Officer	Force Used by Subject	Residency
WG0774	12/20/25	VA03002000	CULPEPER ST / FISHER LN	030 T	D	W	H	59 M	Y	W	46-2-715			N	N	N	N	0	
WG1876	12/21/25	VA03002000	530 BROADVIEW AVE	030 T	D	W	N	43 M	Y	W	46-2-875			N	N	N	N	V	
WG1875	12/21/25	VA03002000	400 BULK BROADVIEW AVE	030 T	D	B	N	58 F	Y	W	46-2-875			N	N	N	N	N	
WG2021	12/21/25	VA03002000	200 BROADVIEW AVE	030 T	D	B	N	23 M	Y	W	46-2-830			N	N	N	N	O	
S202500846	12/19/25	VA03002000	495 EAST SHIRLEY AVE / FALMOUTH ST	030 T	D	W	H	38 M	N	S	46-2-300			N	N	N	N	N	
S202500844	12/19/25	VA03002000	144 WEST SHIRLEY AVE / MOFFETT AVE	030 T	D	W	N	38 M	Y	S	46-2-118			N	N	N	N	V	
S202500843	12/19/25	VA03002000	817 JAMES MADISON HWY / ALEXANDRIA BLVD	030 T	D	W	H	22 M	Y	S	46-2-118			N	N	N	N	N	
S202500847	12/21/25	VA03002000	300 EAST LEE HWY	030 T	D	B	N	26 M	Y	S	46-2-300			N	N	N	N	N	
S202500849	12/22/25	VA03002000	265 EAST SHIRLEY AVE / CLEVELAND ST	030 T	D	W	N	40 F	Y	S	46-2-853			N	N	N	N	V	
S202500850	12/22/25	VA03002000	430 EAST SHIRLEY AVE	030 T	D	W	H	26 M	Y	S	46-2-118			N	N	N	N	R	
WG1334	12/23/25	VA03002000	331 WALKER DRIVE	030 T	D	W	N	63 F	Y	W	46-2-821			N	N	N	N	R	
WG0237	12/24/25	VA03002000	41 WEST LEE HWY	030 T	D	W	N	21 M	Y	W	46-2-876			N	N	N	N	O	
WG0239	12/24/25	VA03002000	11 EAST LEE HWY	030 T	D	W	N	25 M	Y	W	46-2-876			N	N	N	N	V	
WG0240	12/24/25	VA03002000	111 EAST LEE HWY	030 T	D	W	H	42 M	Y	W	46-2-876			N	N	N	N	V	
WG1644	12/22/25	VA03002000	264 BROADVIEW AVE	030 T	D	W	N	22 M	Y	W	46-2-303			N	N	N	N	V	
WG0370	12/19/25	VA03002000	ALEXANDRIA PIKE / JOHN E MANN	030 T	D	W	N	83 F	Y	W	46-2-324			N	N	N	N	V	
WG1878	12/18/25	VA03002000	25 WEST LEE HWY / FLETCHER DR	030 T	D	W	N	16 F	Y	S	46-2-300			N	N	N	N	V	
S202500853	12/23/25	VA03002000	25 WEST LEE ST	030 T	D	W	N	31 F	Y	S	46-2-207			N	N	N	N	V	
S202500854	12/23/25	VA03002000	700 JAMES MADISON HWY / INDUSTRIAL RD	030 T	D	W	N	78 M	Y	S	46-2-821			N	N	N	N	O	
WG0262	12/24/25	VA03002000	315 WEST LEE HWY	030 T	D	W	N	38 M	Y	W	46-2-1030			N	N	N	N	V	
WG0241	12/22/25	VA03002000	BLACKWELL / BLACKWELL PARK LN	030 T	D	W	N	45 F	Y	W	46-2-876			N	N	N	N	V	
WG1165	12/22/25	VA03002000	465 BROADVIEW AVE	030 T	D	W	N	66 M	Y	W	46-2-818			N	N	N	N	V	
S202500855	12/22/25	VA03002000	500 FROST AVE / BROADVIEW AVE	030 T	D	W	N	53 F	Y	S	46-2-833			N	N	N	N	V	
S202500856	12/23/25	VA03002000	551 FROST AVE	030 T	D	W	N	18 M	Y	S	46-2-118			N	N	N	N	V	
S202500851	12/23/25	VA03002000	495 EAST SHIRLEY AVE / FALMOUTH ST	030 T	D	W	H	45 M	N	S	46-2-802			N	N	N	N	V	
S202500852	12/23/25	VA03002000	164 WEST SHIRLEY AVE	030 T	D	W	H	39 M	N	S	46-2-118			N	N	N	N	V	
WG0263	12/20/25	VA03002000	FROST AVE / RAPPAHANNOCK ST	030 T	D	W	N	38 M	Y	W	46-2-890			N	N	N	N	V	
WG0212	12/22/25	VA03002000	133 WEST SHIRLEY AVE	030 T	D	W	N	87 F	Y	W	46-2-888			N	N	N	N	R	
WG2013	12/30/25	VA03002000	81 BROADVIEW AVE	030 T	D	W	N	65 M	Y	W	46-2-830			N	N	N	N	R	
WG0429	12/30/25	VA03002000	493 BLACKWELL RD	030 T	D	W	N	31 F	Y	W	46-2-846			N	N	N	N	V	
WG1792	12/30/25	VA03002000	HOLIDAY CT / WALKER DR	030 T	D	W	N	53 F	Y	W	46-2-821			N	N	N	N	V	
WG1794	12/30/25	VA03002000	ACADEMY HILL EXT / WALKER DR	030 T	D	W	N	25 F	Y	W	46-2-821			N	N	N	N	V	
WG1793	12/30/25	VA03002000	HOLIDAY CT / WALKER DR	030 T	D	W	N	49 F	Y	W	46-2-821			N	N	N	N	V	
WG0654	12/31/25	VA03002000	90 BROADVIEW AVE	030 T	D	W	N	38 M	Y	W	46-2-830			N	N	N	N	V	
WG0655	12/31/25	VA03002000	133 BLOCK WEST SHIRLEY AVE	030 T	D	W	N	50 M	Y	W	46-2-830			N	N	N	N	V	
WG0428	12/30/25	VA03002000	SOUTH 5TH ST LOT F	030 T	D	W	N	79 M	Y	W	46-2-593			N	N	N	N	V	
WG2015	12/31/25	VA03002000	55 BROADVIEW AVE	030 T	D	W	N	33 M	Y	W	46-2-830			N	N	N	N	V	
WG2014	12/31/25	VA03002000	19 BROADVIEW AVE	030 T	D	W	N	22 M	Y	W	46-2-830			N	N	N	N	V	
WG151	12/30/25	VA03002000	256 BLOCK WEST LEE HEY	030 T	D	W	N	75 M	Y	W	46-2-821			N	N	N	N	R	
S66628	12/31/25	VA03002000	133 BLOCK WEST SHIRLEY AVE	030 T	D	W	H	42 M	N	S	46-2-300			N	N	N	N	V	
S202500863	12/30/25	VA03002000	499 FALMOUTH ST / OLD MEETZ RD	030 T	D	B	N	44 F	Y	S	46-2-118			N	N	N	N	V	
S202500861	12/30/25	VA03002000	101 EAST LEE HWY / BLACKWELL RD	030 T	D	W	N	42 M	Y	S	46-2-118			N	N	N	N	V	
S202500862	12/30/25	VA03002000	175 WEST SHIRLEY AVE / MANOR CT	030 T	D	W	N	24 M	Y	S	46-2-118			N	N	N	N	V	
S202500866	12/31/25	VA03002000	365 WEST SHIRLEY AVE	030 T	D	W	H	58 F	Y	S	46-2-646			N	N	N	N	V	
S202500865	12/31/25	VA03002000	604 BEAR WALLOW RD / HUNTER DR	030 T	D	W	N	22 M	Y	S	46-2-118			N	N	N	N	V	
WG0958	12/31/25	VA03002000	WATERLOO / CHESTNUT	030 T	D	W	N	29 M	Y	W	46-2-821			N	N	N	N	V	



Office of the Town Manager
Christopher E. Martino

Item b.

STAFF REPORT

Warrenton Town Council
Carter Nevill, Mayor
Heather Sutphin, Ward 1
William Semple, Ward 2
Brett Hamby, Ward 3
James Hartman, Ward 4 Vice Mayor
Eric Gagnon, Ward 5
Paul Mooney, At Large
David McGuire, At Large

Council Meeting Date:	February 10 th , 2026.
Agenda Title:	Appointment of Local Board of Building Code Appeals Member.
Requested Action:	Consider an Appoint to the Local Board of Building Code Appeals members.
Department / Agency Lead:	Community Development
Staff Lead:	Hunter Digges, Building Official

EXECUTIVE SUMMARY

The Local Board of Building Code Officials (LBBCA) is a quasi-judicial board providing a first-tier due process right of adjudication of decisions of local government building or fire officials. Virginia's System of building codes establishes the process of enforcement by the officials through either the Virginia Uniform Statewide Building Code, the Virginia Statewide Fire Prevention Code, or the Virginia Property Maintenance Code.

The LBBCA typically meets annually at an organizational meeting and as-needed to hear appeals of the decisions of the building officials.

Four Members of the LBBCA were appointed at the January 9th, 2024, Town Council Regular Meeting.

The State Building code provides guidelines for the LBBCA. The minimum number of members should be 5 with the potential for two additional alternate members. In 2025, one of the appointed members unfortunately passed and their position remains vacant.

BACKGROUND

Historically, the LBBCA members have been appointed by the Council. Appeals to the LBBCA are not numerous and are a rarity in Town.

Historically, the members of the Fauquier County LBBCA have volunteered to be appointed to the Town's LBBCA and serve their community. It is common for the members to be appointed to multiple boards due to the level of expertise needed for these roles and the infrequency of necessary action by them.

STAFF RECOMMENDATION

Staff recommends that the Town Council Ms. Chelsea M Greer, a "experienced property manager" to the Local Board of Building Code Appeals.

Service Level/Collaborative Impact

Appointment of Local Board of Building Code Appeals members allows Town citizens and contractors the ability to appeal any determination made by a code official or the local building departments application of the Uniform Statewide Building Code, the Virginia Statewide Fire Prevention Code, and the Virginia Property Maintenance Code. The term of each member would be for four years.

Policy Direction/Warrenton Plan 2040

The Local Board of Building Code Appeals (LBBCA) is tasked with hearing appeals of the determinations made by the Building Official. Enforcement of State Building Codes is for the health, safety, and welfare of the citizens and businesses of the Town of Warrenton contained within the built environment and property maintenance.

Fiscal Impact

No additional fiscal impact is expected.

Legal Impact

The purpose of the LBBCA is to hear appeals of determinations made by the Building Official. This in turn may involve the Town Attorney for representation. The lack of a LBBCA would impact the Building Officials ability to enforce the building codes of the Town and impact the Citizen's ability to appeal the decisions made.

ATTACHMENTS

1. Section 119 of the Uniform Statewide Building Code
2. Resolutions of appointment for suggested member.

February 10th, 2026
 Town Council
 Regular Meeting
 Res. No.

**A RESOLUTION TO APPOINT CHELSEA M GREER AS A MEMBER OF THE TOWN OF WARRENTON
 LOCAL BOARD OF BUILDING CODE APPEALS**

WHEREAS, the Town of Warrenton (Hereinafter "the Town") is a municipal corporation located within the County of Fauquier; and

WHEREAS, Sections 107 and 119 of the Virginia Uniform Statewide Building Code in accordance with Virginia State Code § 36-105 describes the establishment of a Local Board of Building Code Appeals ("LBCA"); and

WHEREAS, Section 112 of the Virginia Statewide Fire Prevention Code, in accordance with Virginia State Code § 27-97 describes the establishment of a Local Board of Fire Prevention Code Appeals ("LBFPCA"); and

WHEREAS, The Town Council has identified a need to appoint members to the Local Board of Building Code Appeals and the Local Board of Fire Prevention Code Appeals; and

WHEREAS, each member of the LBCA and LBFPCA shall be appointed for a term of four (4) years by the Town Council of Warrenton; and

WHEREAS Ms. Chelsea M Greer is an "experienced property manager" "who works in the community; and

NOW, THEREFORE, BE IT RESOLVED that the Warrenton Town Council hereby experienced property manager as a member of the Town of Warrenton Local Board of Building Code Appeals for a Four-Year Term Starting on February 10th, 2026, and as a member of the Town of Warrenton Local Board of Fire Prevention Code Appeals for a Four-Year Term Starting on February 10th, 2026.

ATTACHMENT: None

Votes:

Ayes:

Nays:

Absent from Meeting:

Adopted:

For Information:

Building Code Official

Director of Community Development

ATTEST: _____

Town Recorder



Office of the Town Manager
Christopher Martino

Item c.

STAFF REPORT

Warrenton Town Council
Carter Nevill, Mayor
Roy Francis, Ward 1
William Semple, Ward 2
Larry Kovalik, Ward 3
Michele O'Halloran, Ward 4
Eric Gagnon, Ward 5
Paul Mooney, At Large
David McGuire, At Large

Council Meeting Date:	February 10 th , 2026
Agenda Title:	Post-Emergency Update: Winter Storm Fern
Requested Action:	Confirm the Local State of Emergency Declaration
Department / Agency Lead:	Office of Emergency Management
Staff Lead:	Johnny Switzer, Emergency Management Coordinator

EXECUTIVE SUMMARY

Winter Storm Fern was a significant snow and ice event that impacted the Town of Warrenton from January 24 through February 4, 2026. Characterized by heavy snowfall, record sleet accumulations, and a subsequent week-long "deep freeze," the storm necessitated the issuance of a Local State of Emergency on January 22, 2026. Pursuant to Code of Virginia § 44-146.21, the Town Council must now formally confirm this declaration to validate emergency actions and secure potential cost recovery.

BACKGROUND

On January 22, 2026, the Interim Town Manager, Christopher Martino, in coordination with the Emergency Management Coordinator, Johnny Switzer, declared a Local State of Emergency under Virginia Code § 44-146.21 in anticipation of Winter Storm Fern.

The Event: The storm began late Saturday, January 24, delivering a mix of snow and sleet. On Sunday, January 25, the region experienced up to 6+ inches of sleet, the highest total in decades, followed by a record-breaking 150+ consecutive hours of subfreezing temperatures.

Impact: The storm caused significant power outages across the Commonwealth and led to a spike in wholesale electricity prices. In Warrenton, the primary challenge shifted from snow removal to managing "snow-crete" (solid-bonded ice on pavement and snowpack) during the deep freeze.

STAFF RECOMMENDATION

Staff recommend the Town Council:

1. Formally confirm the Declaration of a Local State of Emergency issued on January 22, 2026.

Service Level/Collaborative Impact

The response to Winter Storm Fern demonstrated a high level of inter-agency cooperation and a significant improvement in service delivery due to recent capital investments.

Policy Direction/Warrenton Plan 2040

The response to Winter Storm Fern aligns with the core goals of **Plan Warrenton 2040**:

- **Public Facilities & Infrastructure:** The Town's ability to maintain utility uptime (water/sewer) during the deep freeze supports the plan's goal of providing resilient and reliable public services.
- **Safety & Wellness:** The activation of AlertWarrenton! and the community hotline fulfilled the plan's directive for enhanced community engagement and emergency transparency.

Legal & Fiscal Impact

Legal: All actions taken under the Local Emergency Declaration were consistent with Virginia *Emergency Services and Disaster Law*. The declaration allowed for the suspension of certain administrative procedures to expedite the procurement of emergency de-icing supplies. Formal Council confirmation ensures all administrative suspensions and emergency procurements remain in compliance with state law.

Fiscal Impact: Preliminary estimates indicate approximately \$250,000 in preparation, response, and recovery costs from Winter Storm Fern. This includes:

- Cost Recovery: To recover costs through the Virginia Public Assistance (PA) process, the Town must adhere to a strict regulatory framework including Damage Survey Reports and meticulous documentation of all equipment hours.
- Expenses: Costs include personnel overtime, contractor support, and materials (salt/sand/supplies).

ATTACHMENTS

- A. Declaration of Local Emergency
- B. Termination of Local Emergency
- C. Snow Emergency Route Activation
- D. Press Release – Local Declaration of Emergency
- E. Press Release – Activation of EOP
- F. Winter Storm Fern - Presentation



Christopher Martino
TOWN MANAGER
T (540) 347-1101
townmanager@warrentonva.gov

TOWN COUNCIL
Carter Nevill, Mayor
Paul Mooney
David McGuire
Roy Francis
William Semple II, Vice Mayor
Larry Kovalik
Michele O'Halloran
Eric Gagnon

Item c.

DECLARATION OF LOCAL EMERGENCY FOR THE TOWN OF WARRENTON

WHEREAS, the Town of Warrenton is facing an imminent threat from a significant winter storm system forecasted to impact the region beginning Saturday, January 24, 2026; and

WHEREAS, the National Weather Service indicates high confidence in a major winter event, with a 60-80% probability of at least 4 inches of snow and a 50-75% probability of accumulations exceeding 8 inches, followed by a prolonged Arctic air mass with temperatures remaining below freezing for several days; and

WHEREAS, I, Christopher Martino, as Interim Town Manager for the Town of Warrenton, find that the impending winter storm, the potential for hazardous travel, and the threat of loss or interruption of vital Town services—including public safety, water, sewer, and transportation—constitutes a situation of sufficient severity and magnitude to warrant coordinated local government action to prevent or alleviate potential damage, loss, hardship, or suffering; and

WHEREAS, Chapter 20 of the Town of Warrenton Code of Ordinances addresses emergency management and disaster preparedness, specifically including Sec. 20-5 regarding the declaration of emergencies; and

NOW, THEREFORE, IT IS HEREBY PROCLAIMED on this 21st day of January 2026, to be **effective at 8:00 AM on January 22, 2026**, to allow residents and Town staff sufficient time to prepare for impending conditions, that a state of local emergency shall exist throughout the Town of Warrenton, Virginia; and

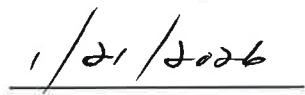
BE IT FURTHER PROCLAIMED that acting as Director of Emergency Management, I, Christopher Martino, exercise the authority given to me under Code of Virginia § 44-146.21 and the Town of Warrenton Code of Ordinances, Chapter 20, Section 5, to declare this local state of emergency, which shall remain in effect until rescinded or terminated by a subsequent order; and

BE IT YET FURTHER PROCLAIMED that I shall present a resolution ratifying said declaration of local emergency at the next regular meeting of the Town of Warrenton Town Council, pursuant to Code of Virginia § 44-146.21 and the Town of Warrenton Code of Ordinances, Chapter 20, Section 5.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the Town of Warrenton to be affixed this 21st day of January, 2026.


Christopher Martino

Interim Town Manager


Date

EXPERIENCE



Christopher Martino
TOWN MANAGER
T (540) 347-1101
townmanager@warrentonva.gov

TOWN COUNCIL
H.E. Carter Nevill, Mayor
Paul W. Mooney
David A. McGuire
Roy Francis
William T. Semple II
Larry Kovalik
Michele O'Halloran
Eric F. Gagnon

Item c.

TERMINATION OF LOCAL STATE OF EMERGENCY FOR THE TOWN OF WARRENTON, VA

WHEREAS, the Town of Warrenton was significantly impacted by the severe weather conditions and heavy accumulation of snow associated with **Winter Storm Fern**, beginning on or about January 24, 2026; and

WHEREAS, pursuant to § 44-146.21 of the Code of Virginia and the Warrenton Town Code, a **Local State of Emergency** was declared on January 22, 2025, to facilitate the mobilization of resources, activate emergency response protocols, and engage private contractors for snow removal and community assistance; and

WHEREAS, the Town's Public Works Department, in coordination with private vendors and community partners, has successfully completed the clearing of primary roadways, neighborhood streets, and critical pedestrian facilities along main arterial snow emergency routes; and

WHEREAS, municipal services, including refuse and recycling collection, have returned to their normal schedules, and the immediate threat to public safety and property posed by the storm has been sufficiently mitigated; and

WHEREAS, the Coordinator of Emergency Management and Town staff have determined that the Town has entered the final stages of operational recovery and administrative reconciliation, and the extraordinary powers granted under the declaration are no longer required to maintain public order and safety.

NOW, THEREFORE, BE IT RESOLVED by the Town Manager of Warrenton, Virginia, this 4th day of February 2026, that:

1. **Termination of Emergency:** The Local State of Emergency declared in response to Winter Storm Fern is hereby terminated, effective today, **February 4, 2026, at 4:00 PM**.
2. **Transition to Normal Operations:** All emergency response plans and special authorities activated under said declaration are deactivated, and Town operations shall return to standard administrative protocols.
3. **Ongoing Recovery:** The termination of this declaration shall not affect the ongoing internal data review, cost reconciliation, or the completion of the After-Action Review (AAR) processes currently underway.

ADOPTED this 4th day of February 2026.

Christopher Martino

Date



TOWN OF WARRENTON

OFFICE OF EMERGENCY MANAGEMENT

21 Main Street | Warrenton, Virginia 20186

MAIN TELEPHONE (540) 347-1101

EM HOTLINE (540) 215-0054



Snow Emergency Route Activation

Issued: January 21, 2026, at 1:00 PM

Effective: Saturday, January 24, 2026, To Begin at 8:00 AM

The National Weather Service has issued a Winter Storm Threat for Saturday, January 24, through Sunday, January 25. Confidence is rapidly increasing for a significant and impactful winter storm across the region.

Pursuant to the provisions of Chapter 10, Article VI of the Town of Warrenton Code of Ordinances (specifically Sections 10-62 through 10-64), the Snow Emergency Routes are hereby declared activated on Saturday, January 24, 2026, at 8:00 AM. This order shall remain in effect for a duration of 72 hours or until revoked. This order activates all designated Snow Emergency Routes within the Town of Warrenton.

Parking Restrictions:

- Parking is strictly prohibited on all designated Snow Emergency Routes.
- Vehicles parked on Snow Emergency Routes during this Snow Emergency may be ticketed and towed at the owner's expense.

Designated Snow Emergency Routes

Alexandria Pike	East Lee Street	Main Street
Bear Wallow Road	East Shirley Avenue	Old Broadview Avenue
Blackwell Road	Falmouth Street	Waterloo Road
Broadview Avenue	Frost Avenue	Waterloo Street
Carriage House Lane (between West Shirley Avenue and Veterans Drive).	Keith Street	West Lee Street (between Culpeper Street and Keith Street)
Culpeper Street	Lee Highway	West Shirley Avenue
		Winchester Street

This Snow Emergency Route Activation Order will remain in effect for a duration of 72 hours or until revoked.

For updates on the Snow Event, please visit the Town of Warrenton website at
<https://www.warrentonva.gov>

Christopher Martino
Interim Town Manager



Item c.

PRESS RELEASE

For Immediate Release: January 22, 2026

Town Of Warrenton Declares Local Emergency Ahead of Significant Winter Storm; Snow Emergency Routes Activated

WARRENTON, VA – In response to an impending significant winter storm, Interim Town Manager Christopher Martino has officially declared a **State of Local Emergency** for the Town of Warrenton, effective at **8:00 AM on Thursday, January 22, 2026**. This proactive measure is designed to allow residents, business owners, and Town staff sufficient time to prepare for hazardous conditions and to ensure the continuity of vital public services.

The National Weather Service (NWS) has advised of a possible **Moderate Winter Storm Threat** for the region, effective Saturday, January 24, through Sunday, January 25. Forecasters indicate rapidly increasing confidence in a major weather event.

- **Extreme Cold:** Following the snowfall, a prolonged Arctic air mass will settle into the area. Temperatures are expected to remain well below freezing for several days, creating a risk for refreezing and dangerous wind chills.

Pursuant to Chapter 10 of the Town Code, Christopher Martino has also ordered the activation of the **Snow Emergency Routes** effective **Saturday, January 24, 2026, at 8:00 AM**. This activation will remain in effect for 72 hours unless otherwise revoked.

To facilitate effective snow removal and ensure emergency vehicle access, **parking is strictly prohibited on all designated Snow Emergency Routes**. Vehicles remaining on these routes after 12:00 PM Saturday may be ticketed and towed at the owner's expense.

Designated Snow Emergency Routes

Alexandria Pike	East Lee Street	Main Street
Bear Wallow Road	East Shirley Avenue	Old Broadview Avenue
Blackwell Road	Falmouth Street	Waterloo Road
Broadview Avenue	Frost Avenue	Waterloo Street
Carriage House Lane (between West Shirley Avenue and Veterans Drive)	Keith Street	West Lee Street (between Culpeper Street and Keith Street)
Culpeper Street	Lee Highway	West Shirley Avenue
		Winchester Street

For press inquiries, please contact Lyndie Paul, Communications Manager at lpaul@warrentonva.gov.



Item c.

Town of Warrenton
21 Main Street
Warrenton, VA 20188
P (540) 347-1101
F (540) 349-2414

PRESS RELEASE

CONTACT:

Lyndie Paul
Communications Manager
lpaul@warrentonva.gov

FOR IMMEDIATE RELEASE:

January 24, 2026

Town of Warrenton Activates Emergency Operations Plan Ahead of Historic Winter Storm Fern

Warrenton, VA - The Town of Warrenton has officially activated its Emergency Operations Plan (EOP) in response to Winter Storm Fern, a confirmed historic weather event. With the National Weather Service (NWS) issuing a Winter Storm Warning effectively through Monday morning, we are urging residents to finalize all safety preparations immediately and are strongly encouraged to stay off the roads. The Town is moving to maximum readiness to ensure the safety of our residents and the continuity of our critical infrastructure.

Updated Triple-Phase Forecast

Residents should prepare for three distinct phases of hazardous weather:

- Phase 1 (Immediate): Extreme Cold. A Cold Weather Advisory is currently in effect. Residents are advised to limit outdoor exposure.
- Phase 2 (Saturday-Sunday): Heavy Snow & Ice. Light snow begins Saturday afternoon, turning heavy overnight. Sunday will see a transition to sleet and freezing rain.
 - Snowfall: 10 to 13 inches expected.
 - Ice: Up to 1/3" of accumulation, posing a severe risk for widespread power outages and downed trees.
- Phase 3 (Monday-Next Week): Historic Deep Freeze. Temperatures will remain below freezing. Wind chills are projected to plummet to -11°F by Monday night.

Town Operations & Public Safety

All Town departments are operating around the clock to manage storm conditions and maintain public safety. Crews have adjusted schedules and equipment to support continuous snow and ice removal, while emergency management staff are coordinating closely with essential personnel and community partners. Measures are in place to support critical infrastructure and maintain utility stability, and police patrols are actively monitoring road conditions to ensure public safety.

Snow Emergency Routes & Parking

Snow Emergency Routes are currently in effect as of today, Saturday, January 24th at 8:00 AM. All vehicles must be removed from designated Snow Emergency Routes by 12:00 PM. Vehicles remaining on these routes after the deadline may be towed to allow for essential snow clearing.

Non-Emergency Hotline

The Town has a non-emergency hotline ready for essential services or non-life-threatening support. Residents may call (540) 215-0054 (Option #4). Staff are triaging requests based on urgency. For any life-threatening emergencies, dial 911.

#

#



Winter Storm Fern Preparation, Response & Recovery

Town Council Regular Meeting

February 10, 2026

Overview

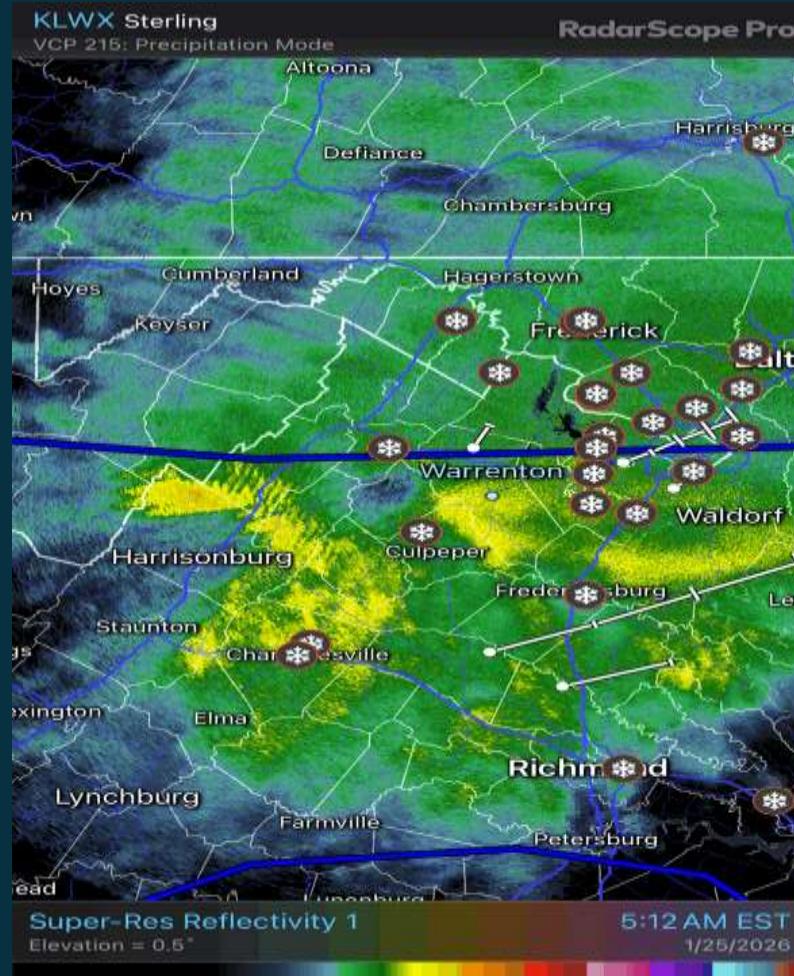
Winter Storm Fern: A Historic Impact

Event Duration: January 22 – February 4, 2026.

The Challenge: A three-phase "perfect storm" of extreme cold, heavy frozen precipitation, and a prolonged deep freeze.

The Goal: Preservation of life safety, maintenance of critical roads & infrastructure, and restoration of community mobility.

The Storm Profile



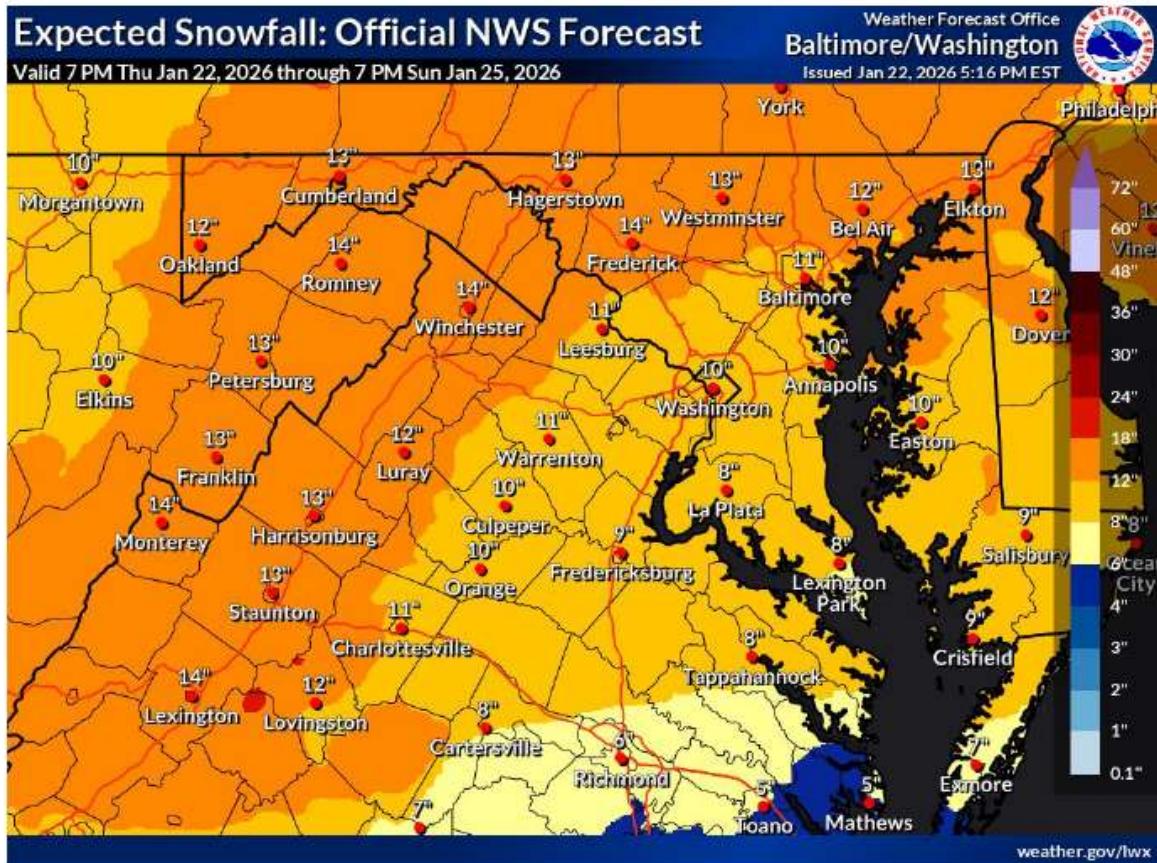


Expected & Range of Possible Snowfall

January 22, 2026
6:00 PM

Item c.

Expected Snow Forecast through 7 PM Sunday (most of the event)



Forecast snow amounts remain highly uncertain as snow will likely transition to sleet and freezing rain for some areas Sunday morning, with most confidence of transition along and south of I-66/U.S. 50.



**National Oceanic and
Atmospheric Administration**
U.S. Department of Commerce

**National Weather Service
Baltimore/Washington**

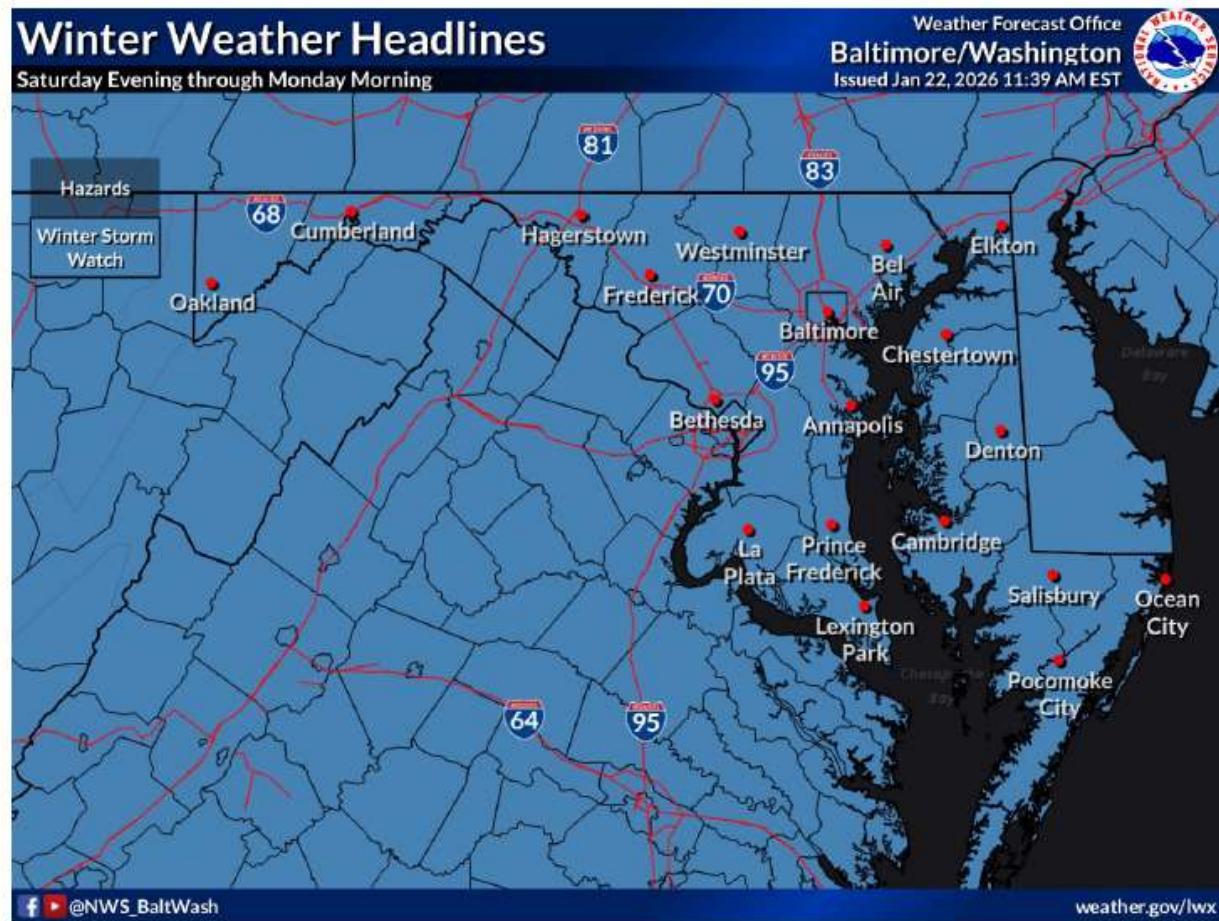


Winter Storm Watch Issued

January 22, 2026
6:00 PM

Item c.

Timing and Intensity Details



- **Onset Time:** Accumulating light snow starts Saturday evening, spreading northeast and reaching northeastern MD late evening/near midnight. Likely mixes with sleet and freezing rain Sunday afternoon for all but western MD.
- **End Time:** Monday morning (tapering to flurries)
- **Most Intense Period:** 12-18 hour period of heavy snow late Saturday night through Sunday morning.
 - Travel will be hazardous and life-threatening, *if not impossible*, Saturday night into Sunday through much of the region.



National Weather Service
Baltimore/Washington



National Oceanic and
Atmospheric Administration
U.S. Department of Commerce



Projected Ice Totals - Event Total

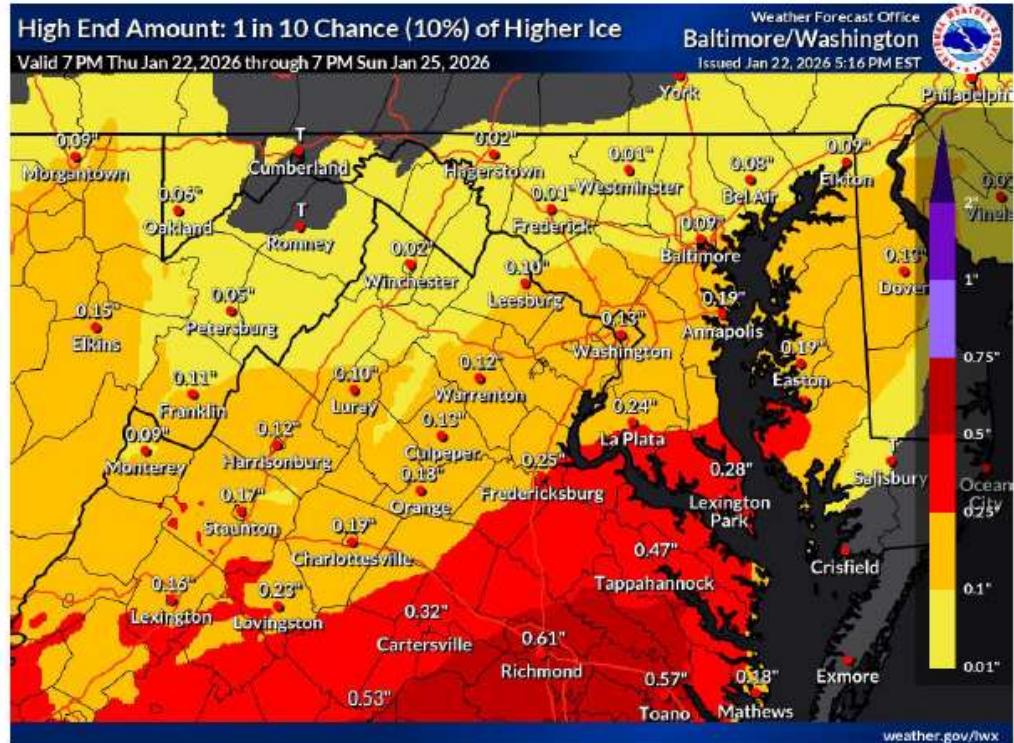
January 22, 2026
6:00 PM

Item c.

Expected and High End Ice Amounts through 7 PM Sunday (most of the event)



- Still lots of uncertainty with ice amounts.
- Highest confidence for ice is along and south of I-66/US-50.



- This scenario would play out if we get a very strong surge of warm air, transitioning precipitation predominantly into freezing rain, especially southeast of I-66/U.S. 50 which could result in tree damage and power outages.



National Oceanic and
Atmospheric Administration
U.S. Department of Commerce

National Weather Service
Baltimore/Washington

Strategic Readiness

- Local Emergency Declaration: Issued Jan 22 to mobilize resources and expedite procurement.
- Infrastructure Safeguards:
 - Secured rental emergency generator.
 - Equipped all snow fleet with ice chains.
 - Transferred 25 tons of salt to Fauquier County (Mutual Aid)
- Snow Emergency Routes: Activated Jan 24 (8:00 AM) with a strategic delay in the business district to support local merchants.
- Personnel: Secured lodging for essential staff to ensure 24-hour operational continuity.

Strategic Readiness



Operational Response Highlights

- Public Works: Transitioned to 24-hour duty with 12-hour rotations. Managed “snow-crete” conditions using 50/50 salt-sand mixes.
- Utility Stability: Zero infrastructure-related power or water outages reported—a major success given the ice loading.
- Field-Based EOC: The Emergency Operations Center operated from the field, providing real-time crew support and resident education.
- Public Safety: WPD utilized high-clearance trucks for patrols and prioritized wellness checks.

Operational Response Highlights



Support & Wellness

- Warming Centers: Successfully operated at Town Hall and The WARF (the only centers active in the immediate area).
- Community Hotline: 37 requests for assistance triaged.
- Volunteer Partnership: Collaborated with Christ in Action for debris and resident assistance.
- Wellness: Distributed pre-arranged meals to crews to maintain essential operations.

Support & Wellness

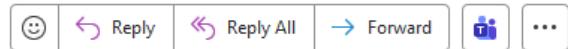
Storm Recovery Assistance for Elderly and Disadvantaged Residents



warrentonva@email.getrave.com

To Johnny Switzer

You forwarded this message on 1/28/2026 2:55 PM.



Wed 1/28/2026 10:56 AM

[EXTERNAL EMAIL] DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe.

AlertWarrenton!: Need help?

In the wake of the recent storm, we want to ensure that no one in Warrenton is left behind—especially our elderly residents and those facing significant hardships.

We have partnered with a **Volunteer Organization Active in Disasters (VOAD)** group that is mobilizing in Warrenton to provide recovery assistance.

How to Request Help: If you or a neighbor is disadvantaged, elderly, or suffering from the impacts of the storm and cannot manage recovery efforts alone, please contact us immediately:

- **Call the Hotline:** 540-215-0054 - Option #4
- **Email:** EM@warrentonva.gov

Please include:

1. Full Name
2. Street Address
3. Phone Number
4. Brief description of the help needed (e.g., clearing debris, property damage, or wellness checks).

Our goal is to prioritize those who need it most and get our community back on its feet. Please share this information with your neighbors who may not have internet access.

Stay Safe,

- Warrenton Emergency Management Agency -

Volunteer Organization Active in Disasters (VOAD)



Volunteer Organization Active in Disasters (VOAD)



Recovery & Pedestrian Accessibility

- Contractor Assistance: When recovery efforts exceeded internal capacity, four contractors were activated for high-priority pedestrian areas.
- Debris Management: Established a snow-hauling site at the dead end of Alexandria Pike.
- Refuse/Recycling: Successfully resumed normal schedules by Wednesday, Jan 28.

Fiscal & Policy Outlook

- Fiscal Impact: Estimated \$250,000+
 - (Personnel, Contractors, Materials, Repairs).
- Policy Review:
 - Sidewalk Ordinance: Staff is reviewing regional standards (24-48 hour clear times) to present options for Town Code updates.
- Termination of SOE: The Local State of Emergency was formally terminated today, Feb 4, at 4:00 PM.

Next Steps

1. Conduct a Formal After-Action Report (AAR)
2. Modernize the Snow and Ice Ordinance
3. Explore all available avenues for reimbursement and cost recoveries from state and federal partners.
4. Conduct a Comprehensive Review of Snow Removal Budget & Contractor Support Framework

Staff Recommendations

- **Accept** the Emergency Management Update regarding Winter Storm Ferm and formally confirm the Declaration of a Local State of Emergency issued on January 22, 2026.
- **Direct** staff to develop a fiscal analysis of Winter Storm Ferm for the March meeting, outlining the budgetary impact of the emergency response and specifying the supplemental appropriations required to reconcile FY26 overtime and operational expenditures.
- **Recognize** the critical role that the FY26 and all future internal staff and capital asset investments play in maintaining public safety during a historic weather event.



Questions?

February 10th, 2026
Town Council
Regular Meeting
Res. No.

Item c.

RESOLUTION CONFIRMING THE DECLARATION OF LOCAL EMERGENCY FOR WARRENTON, VA

WHEREAS, on Thursday, January 22, 2025, Governor Spanberger declared a state of emergency in the Commonwealth of Virginia based on National Weather Service forecasts indicating a severe winter storm with heavy snow, sleet, ice, and record-breaking subfreezing temperatures likely to cause significant transportation difficulties and power outages; and

WHEREAS, a potential, serious threat to public health, safety, and welfare was created by Winter Storm Fern in the Town of Warrenton beginning January 24, 2026; and

WHEREAS, the disruption in transportation routes threatens the delivery of public safety services and goods to citizens and businesses, requiring additional personnel, equipment, contractors, and resources to be mobilized; and

WHEREAS, on January 22, 2026, Interim Town Manager Christopher Martino, in his capacity as the local director of emergency management, issued a Declaration of Local Emergency to proactively address the impacts of the storm; and

NOW, THEREFORE, IT IS HEREBY PROCLAIMED, that on January 22, 2025, under the Code of Virginia § 44- 146.19 Powers and duties of political subdivisions, and § 44-146.21 Declaration of local emergency, a local emergency existed in the Town of Warrenton, Virginia.

IT IS FURTHER PROCLAIMED AND ORDERED, that during the existence of said emergency, the powers, functions, and duties of the Emergency Manager and Emergency Management Coordinator of the Town of Warrenton shall be those prescribed by State law and the ordinances, resolutions, and approved plans of the Town, in order to mitigate the effects of said emergency.

- All Town of Warrenton assets are hereby ordered to be placed at the disposal of the Town Manager or Emergency Management Coordinator
- All Town regulations prescribing procedures for the conduct of Town business, if strict compliance would hinder necessary action in coping with the emergency, are hereby suspended. Suspension of such procedures shall be at the direction of the Town Manager or designee.
- All employees of the Town are hereby directed to exercise the utmost diligence in the discharge of duties required of them for the duration of the emergency and in execution of emergency laws, regulations, and directives – state and local.
- All citizens are called upon and directed to comply with necessary emergency measures, to cooperate with public officials and emergency responders in executing emergency operations plans, and to obey and comply with the lawful directions of properly identified officials.

NOW THEREFORE BE IT RESOLVED by the Town Council of Warrenton, Virginia, this day, February 10, 2026, that the Declaration of Local Emergency made by the Town Manager on January 22, 2026, which was furthermore terminated on February 4, 2026, as a result of Winter Storm Fern, is hereby confirmed.

BE IT FURTHER RESOLVED, that this resolution shall take effect upon its adoption.

ATTACHMENT: None

Votes:

Ayes:

Nays:

Absent from Vote:

Absent from Meeting:

For Information:

Town Manager

Town Emergency Management Coordinator

ATTEST: _____

Town Recorder



Office of the Town Manager
Christopher E. Martino

Item d.

STAFF REPORT

Warrenton Town Council
Carter Nevill, Mayor
Roy Francis, Ward 1
William Semple, Ward 2
Larry Kovalik, Ward 3
Michele O'Halloran, Ward 4
Eric Gagnon, Ward 5
Paul Mooney, At Large
David McGuire, At Large

Council Meeting Date:	February 10, 2026
Agenda Title:	Town Attorney & Town Manager Staffing Status
Requested Action:	Town Attorney & Town Manager Staffing Way Forward
Department / Agency Lead:	Human Capital & Risk
Staff Lead:	Kasey Braun, Director of Human Capital & Risk

EXECUTIVE SUMMARY

This staff report provides an overview of the Town's current progress and next steps in the hiring processes for the Town Attorney and Town Manager positions.

BACKGROUND

The previous Town Manager, Mr. Frank Cassidy, was separated from employment on October 14, 2025. Subsequently, Town Attorney Mr. Peterson submitted notice of his departure, effective December 31, 2025. These vacancies created an immediate need to fill both positions.

Since October 14, 2025, the following staffing actions have occurred:

- Stephanie Miller was appointed Acting Town Manager, effective November 16, 2025.
- Christopher Martino was appointed Interim Town Manager at the January 13, 2026 Town Council meeting and began on January 15, 2026, under a 90-day agreement, with the option to extend by mutual agreement.
- Mr. Dycio was appointed Interim Town Attorney on December 9, 2026; however, he withdrew his candidacy for personal reasons.
- Mr. Philip Strother was appointed Interim Town Attorney by Town Council on January 13, 2026, under a 90-day agreement and began serving during the evening session of that meeting.

The Town's priority remains the recruitment of a permanent Town Manager and Town Attorney. At the January 13, 2026 Town Council meeting, Council approved engaging the Berkley Group to conduct the permanent Town Manager recruitment. The Berkley Group will meet with Town Council in a Special Session to initiate the search process. In addition, Human Capital will continue to provide Town Council with any new Town Attorney options for consideration as firms are identified or express interest.

STAFF RECOMMENDATION

This report is provided for informational purposes only.

Service Level/Collaborative Impact

Establishing a clear staffing plan for the Town Attorney and Town Manager is necessary to ensure continuity of operations, maintain legal compliance, and provide stable leadership. This action supports the Town Council's priorities and promotes transparent, effective governance during the transition period.

Policy Direction/Warrenton Plan 2040

Ability to meet the plan directives.

Fiscal Impact

1. **Town Attorney Transition & Hiring Costs.** These costs include interim legal coverage during the transition.
 - > Chap Petersen & Associates will continue to bill until the full transition is complete. Additionally, any ongoing cases being handled by Mr. Petersen or Mr. Corish will continue to incur costs until those matters conclude.
2. **Town Manager Transition & Hiring Costs.** These costs will represent a significant budget increase. They include:
 - > The severance package for Frank Cassidy
 - > Headhunter fees for the recruitment of permanent Town Manager
 - > Compensation for the interim Town Manager during the search period

Additionally, the Budget Manager has put forth a resolution requesting the following: *that the Warrenton Town Council Hereby amends the Fiscal Year 2026 Adopted Budget to appropriate a total of \$153,064 from the General Fund unassigned fund balance and the Water & Sewer Fund unrestricted cash balance. \$25,000 will fund the executive search, \$88,800 to fund the Interim Town Manager position, and \$39,264 to fund the leave pay out of the former Town Manager.*

Legal Impact

Unknown, but specifically not having a permanent Town Attorney, the Town may be exposed to, but not limited to:

- > Legal noncompliance and litigation exposure
- > Slower and less informed decision-making
- > Weakened governance and policy integrity
- > Higher financial and reputational costs

ATTACHMENTS

February 10, 2026
Town Council
Regular Meeting
RES-xx-xx-xx

**A RESOLUTION TO AMEND THE FISCAL YEAR 2026 ADOPTED BUDGET TO APPROPRIATE \$153,064
TO FUND THE FORMER TOWN MANAGER'S LEAVE PAY OUT, THE INTERIM TOWN MANAGER
POSITION, AND AN EXECUTIVE SEARCH FIRM FOR THE RECRUITMENT OF A PERMANENT TOWN
MANAGER**

WHEREAS, the Warrenton Town Council is charged by the Code of Virginia with the preparation of an annual budget for the Town of Warrenton; and

WHEREAS, on June 10, 2025, the Town Council adopted the Town of Warrenton Fiscal Year 2026 Budget; and

WHEREAS, during the fiscal year, certain events occur that necessitate amending the budget; and

WHEREAS, the Town Manager position is vacant as of November 16, 2025; and

WHEREAS, the Council desires to engage the services of an executive search firm to assist in the recruitment and selection of a new Town Manager; and

WHEREAS, the Council has engaged an Interim Town Manager for 90 days; and

NOW, THEREFORE, BE IT RESOLVED, that the Warrenton Town Council Hereby amends the Fiscal Year 2026 Adopted Budget to appropriate a total of \$153,064 from the General Fund unassigned fund balance and the Water & Sewer Fund unrestricted cash balance. \$25,000 will fund the executive search, \$88,800 to fund the Interim Town Manager position, and \$39,264 to fund the leave pay out of the former Town Manager.

Votes:

Ayes:

Nays:

Absent from Meeting:

For Information:

Director of Human Capital & Risk Management
Budget Manager

ATTEST: _____

Town Recorder