



Town Council Meeting Agenda

July 09, 2026 at 6:00 PM

Council Chambers - 78 Belle Ville Lane

www.townofwarsaw.com

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Approval of Consent Agenda**
 - [a.](#) Agenda
 - [b.](#) Minutes – June 2026
 - [c.](#) Financial Report – June 2026
4. **Appointment of Town Manager, Town Treasurer & Clerk**
5. **Joint Public Hearing - Conditional Use Permit Request - Smoke & Vape Shop - 132 Court Circle - C-1, Limited Commercial Zone - Planning Commission Recommendation and Town Council Vote Anticipated**
 - [a.](#) Joint Public Hearing - Conditional Use Permit Request - Smoke & Vape Shop - 132 Court Circle
6. **Public Comment**
7. **Reports**
 - [a.](#) Mayor's Report
 - [b.](#) Town Manager's Report
 - [c.](#) Police Chief's Report
 - [d.](#) Director of Public Works Report
 - [e.](#) Council Committee Reports
 - [f.](#) Planning Commission Report
 - [g.](#) Northern Neck Regional Jail Report
8. **Old Business**
 - [a.](#) Reports
 - i. DHCD Housing Project
 - ii. 74 Main Street
 - iii. Project Shad
9. **New Business**
 - [a.](#) Mural Review and Vote - 74 Main Street
 - [b.](#) Economic Incentive Program Applications - River Arts Garage, Southern Roots Market, Hope & Wellness Place
 - [c.](#) Chief Peterson Commendation

- 10. Closed Session - § 2.2-3711 (A) 1 - Personnel Matters - Chief of Police**
- 11. Appointment of Chief of Police**
- 12. Council Members - Closing Comments**
- 13. Adjournment**



Town Council Agenda

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 - a. Agenda
 - b. Minutes – June 2026
 - c. Financial Report – June 2026
4. Appointment of Town Manager, Town Treasurer & Clerk
5. Joint Public Hearing – Conditional Use Permit Request – Smoke & Vape Shop – 132 Court Circle – C-1, Limited Commercial Zone – Planning Commission Recommendation and Town Council Vote Anticipated
6. Public Comment
7. Reports
 - a. Mayor's Report
 - b. Town Manager's Report
 - c. Police Chief's Report
 - d. Director of Public Works Report
 - e. Council Committee Reports
 - f. Planning Commission Report
 - g. Northern Neck Regional Jail Report
8. Old Business
 - a. Project Updates
 - i. DHCD Housing Project
 - ii. 74 Main Street
 - iii. Project Shad
9. New Business
 - a. Mural Review and Vote – 74 Main Street
 - b. Economic Incentive Program Applications – River Arts Garage, Southern Roots Market, Hope & Wellness Place
 - c. Chief Peterson Commendation
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MINUTES
WARSAW TOWN COUNCIL
REGULAR MEETING
JUNE 11, 2026

The Warsaw Town Council held its regular meeting Thursday, June 11, 2026, at 6:00 p.m. in Council Chambers at 78 Belle Ville Lane, Warsaw, VA. Council members Present: Mayor Randall L. Phelps, Vice-Mayor Paul Yackel, Mary Beth Bryant, Patrick Stone, Bobby Walters, and Daphne Palmore. Council members absent: Jonathan English and Ralph Self.

Town staff present: Assistant Town Manager Melissa Coates, Director of Public Works Jesse Schools, Lieutenant Barry Radden, and Treasurer & Clerk Julia Blackley-Rice.

There is no other person present in the Council Chambers.

CALL TO ORDER

Mayor Phelps called the meeting to order at 6:00 p.m. and then led the Pledge of Allegiance.

APPROVAL OF CONSENT AGENDA

Councilwoman Palmore moved to approve the consent agenda as presented. The motion was seconded by Vice-Mayor Yackel and carried with the following votes.

Randall L. Phelps	Aye	Paul Yackel	Aye
Mary Beth Bryant	Aye	Patrick Stone	Aye
Bobby Walters	Aye	Daphne Palmore	Aye

PUBLIC COMMENTS

There being no public comments, Mayor Phelps closed the public comment portion of the meeting.

REPORTS

MAYOR'S REPORT

Mayor Phelps deferred his comments throughout the meeting, saving them for later.

TOWN MANAGER’S REPORT

Assistant Town Manager Missy Coates reported that personal property tax collections had progressed well despite delays associated with Richmond County's software conversion. She stated that, after final adjustments, the Town expects to collect nearly all projected personal property tax revenue before the close of the fiscal year. She thanked Town residents for their patience and acknowledged County staff for their cooperation

throughout the delayed billing process.

Ms. Coates provided an economic development update, advising Council that staff continues reviewing final plans for the approved Pro Safe storage facility adjacent to McDonald's. She announced that the former Wardico building at 156 Main Street has secured a lease for an art studio and culinary business, bringing another business and destination to the downtown district. She further reported that site plans for Project Shad had been received and staff anticipated significant work moving forward. Several additional economic development projects remain active.

Council was reminded that the June Fourth Friday concert featuring Soul Expressions would be held June 26 from 7:30 p.m. until 9:30 p.m. at Warsaw Town Park with food vendors available. Ms. Coates also recognized Public Works for installing the new America 250 commemorative banners throughout Town and reminded everyone that Town offices would be closed for Juneteenth and Independence Day.

A copy of the Town Manager's report has been included with these minutes as Attachment 1.

POLICE REPORT:

A copy of the monthly police report was included in the Council packet and is attached to these minutes as Attachment 2. Lieutenant Barry Radden presented the monthly Police Department report, noting the department devoted significant time during the month to Crisis Intervention Team (CIT) training. As a result, every Warsaw police officer is now CIT certified, enhancing the department's ability to effectively respond to mental health and behavioral health emergencies. Council inquired about an incident listed as monument damage. Lt. Radden explained that the report referred to damage to a privately-owned lawn ornament rather than any Town monument.

PUBLIC WORKS REPORT

Director Jesse Schools reported that the wastewater treatment plant remained well within permit limits during May. Public Works hosted two Chesapeake Bay Governor's School tours of the wastewater treatment plant and successfully completed annual laboratory quality control testing. He reported routine drinking water sampling, including new PFAS testing, nitrate, nitrite, VOC, and cyanide sampling, with all completed results meeting regulatory standards. Water loss for May was approximately four percent. Public Works completed fifteen landfill trips totaling approximately 250,000 pounds of refuse, continued routine refuse collection and meter reading, installed the new America 250 banners, and prepared to replace two decorative fountains. Mr. Schools also announced the hiring of Ben

France as the department's newest employee. A copy of the monthly public works report was included in the Town Council packet and is attached to these minutes as Attachment 3.

COUNCIL COMMITTEE REPORT

No committee reports were presented. The Personnel Committee matters were deferred until Closed Session.

PLANNING COMMISSION

No new business.

NORTHERN NECK REGIONAL JAIL REPORT

Vice-Mayor Yackel reported that the Jail Board recently reviewed several policy revisions required by changes in state law, received favorable feedback following a Behavioral Health Commission site visit, and continued the process of selecting an energy efficiency consultant to evaluate opportunities for reducing utility costs and improving operational efficiency. : The population report was provided in the Town Council packet.

OLD BUSINESS

DHCD Housing Update: Ms. Coates advised that the DHCD Housing Rehabilitation Project is nearing completion. Remaining delays involve title transfers required before homeowners can take possession of the manufactured homes. Staff anticipates scheduling a ribbon-cutting ceremony after the final administrative requirements are completed.

74 Main Street Project: She also reported that final engineering plans for the 74 Main Street redevelopment project had been received. Bid documents and advertisements have been prepared, and staff expect to advertise the project shortly with contractor selection anticipated approximately thirty days after bids are opened.

FY27 Budget: Council then considered adoption of the FY2027 Budget. Mayor Phelps noted that the budget had previously been discussed during work sessions and public hearing and reflected minimal fee adjustments while maintaining existing tax rates. The motion to adopt the FY27 Budget as presented was motioned by Councilman Stone. The motion was seconded by Councilwoman Bryant and carried the following votes.

Randall L. Phelps	Aye	Paul Yackel	Aye
Mary Beth Bryant	Aye	Patrick Stone	Aye
Bobby Walters	Aye	Daphne Palmore	Aye

NEW BUSINESS

Public Hearing: Council considered scheduling a public hearing for a Conditional Use Permit request for a smoke and vape shop at 132 Court Circle. Mayor Phelps explained that the request was procedural and that scheduling the hearing did not indicate Council support for the application. A motion to schedule a Public Hearing for the Smoke & Vape Shop on July 9, 2026, at 6 PM was motioned by Councilwoman Palmore. The motion was seconded by Councilman Stone and carried the following votes.

Randall L. Phelps	Aye	Paul Yackel	Aye
Mary Beth Bryant	Aye	Patrick Stone	Aye
Bobby Walters	Aye	Daphne Palmore	Aye

Restaurant Week: Ms. Coates presented Warsaw Restaurant Week and the Restaurant Row initiative. Restaurant Week will be held June 22-26 and will encourage residents and visitors to support local restaurants through featured menu items and promotions culminating with the Fourth Friday concert. Council expressed enthusiasm for continuing the event annually as a tourism initiative.

CLOSED SESSION

Council entered Closed Session under VA Code §2.2-3711(A)1 to discuss personnel matters relating to an employment contract extension for the Chief of Police. Motion carried to enter closed session by Vice Mayor Yackel and seconded by Councilman Walters.

Randall L. Phelps	Aye	Paul Yackel	Aye
Mary Beth Bryant	Aye	Patrick Stone	Aye
Bobby Walters	Aye	Daphne Palmore	Aye

Mayor Phelps called for a roll-call vote to certify that the only items discussed were those cited in the motion to enter closed session and were legally permitted to be addressed under the subsections of the Virginia Freedom of Information Act mentioned in the motion. The roll call votes are as follows:

Randall L. Phelps	Aye	Paul Yackel	Aye
Mary Beth Bryant	Aye	Patrick Stone	Aye
Bobby Walters	Aye	Daphne Palmore	Aye

Council authorized Mr. Quesenberry to negotiate and execute one-year employment contract extension for the Chief of Police. The motion was made by Councilman Stone. and seconded by Councilwoman Palmore and carried the following votes.

Randall L. Phelps	Aye	Paul Yackel	Aye
Mary Beth Bryant	Aye	Patrick Stone	Aye
Bobby Walters	Aye	Daphne Palmore	Aye

CLOSING COMMENTS:

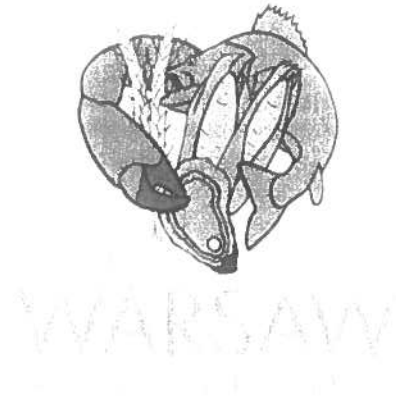
- Councilwoman Palmore said she was excited about the arrival of T-Boyees and noted that the banners around Town looked great.
- Councilman Stone reminded everyone to drink water during the hot summer days.
- Councilwoman Bryant stated it was a good meeting.
- Councilman Walters wished good luck to Rappahannock High Schools Baseball and Soccer Teams as they head to state tournaments.
- Vice-Mayor Yackel stated that it would be a good time at the 4th Friday’s event with Soul Expressions. Additionally, his wife, Ellen, sent her thanks for the retirement flowers from the Town.
- Mayor Phelps stated that it was a good meeting and shared discussions with the Commissioner of Revenue of Caroline County.

There being no further business, the meeting was adjourned at 6:57 PM.

Ryleigh Garrison

Submitted by: Ryleigh Garrison, Finance Manager

Attachment 1

**MEMORANDUM**

TO: Warsaw Town Council

FROM: Joseph N. Quesenberry, Town Manager / Missy Coates, Assistant Town Manager

DATE: 06/11/2026

RE: Town Manager's Report

Dear Council Members,

Please find my Town Manager's report for the month of May and the beginning of June. As always, please let me know if you have any questions or wish to discuss any items further.

1. Personal Property Tax Update

Personal Property tax collections have gone well, particularly with the later collection times. Once adjustments are made, we will have collected nearly all our projected revenue prior to the end of the fiscal year. We thank our residents for working with us as we accommodated the County's software update. We also thank our counterparts at the County for ensuring our information was given to us as quickly as possible.

2. Economic Development Update

Town staff are reviewing final plans for the approved storage facility located adjacent to McDonald's, and hope to have approvals out within a few weeks. We are also pleased to report that the Art Guild and T-Boyees Food Truck have each signed a lease for the former

Wardieo space. We welcome the addition of an open and inviting art space in our downtown, as well as another culinary option for our area. We'll release additional details as they become available. We are anticipating site plans to be submitted to us by the end of this week or beginning of next week for Project Shad and look forward to beginning that review process for the large Commerce Park project. We have several smaller projects in the works and look forward to continuing economic growth within Warsaw!

3. Fourth Fridays Concert Series

This serves as a brief reminder that our Fourth Fridays Concert will be held on Friday, June 26th from 7PM to 9:30PM in the Warsaw Town Park, featuring local favorite Soul Expressions! We look forward to welcoming large crowds to our beautiful downtown area to enjoy this free event. Food trucks will be on site, so make sure to come hungry, bring a lawn chair, and enjoy!

4. America 250 Banners

Town Public Works crews recently installed new America 250 Banners across Town, celebrating our Country's 250th anniversary. These are our first ever pole mounted banners for the decorative acorn lights, and we think they turned out great! We thank our Public Works crew for their work and dedication.

5. Office Closures

As a reminder, the Town Offices will be closed for Juneteenth and for the Fourth of July. We wish everyone a happy and safe holiday!



WARSAW

POLICE DEPARTMENT

★ MONTHLY ACTIVITY REPORT ★

MAY 2026



CALLS FOR SERVICE

865



SIGNIFICANT INCIDENTS

5



TRAFFIC ACTIVITY

179



COMMUNITY ENGAGEMENT

703



SIGNIFICANT INCIDENTS / CHARGES

DATE	CASE #	OFFENSE	CLASSIFICATION
05/01/2026	2026-000049	18.2-266: DUI	Misdemeanor
05/10/2026	2026-000051	18.2-137: Monument Damage	Misdemeanor
05/10/2026	2026-000053	18.2-96: Petit Larceny	Misdemeanor
05/18/2026	2026-000054	18.2-96: Petit Larceny	Misdemeanor
05/18/2026	2026-000055	19.2-306: Probation Violation	Felony



TRAFFIC ENFORCEMENT

	Driving on Suspended/Revoked License	3
	No Insurance	6
	Distracted Driving	13
	Speeding	52
	Expired Inspection	27
	Stop Sign	1
	Expired/Improper VA Registration	5
	Town Citations Issued	8
	All Other Traffic Summons	59
	Traffic Crashes	5



COMMUNITY ENGAGEMENT

	Neighborhood Select Patrols	117
	Business Checks	524
	Directed Patrols	59
	Community Events	3

*Focused on visibility, neighborhood reassurance,
and business outreach across
the Town of Warsaw.*



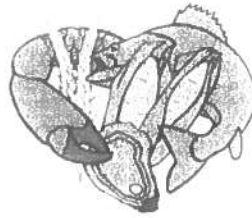
Joseph N. Quisenberry
Town Manager

Melissa Coates
Assistant Town Manager

Julia Blackley – Rice
Treasurer & Clerk

Sean L. Peterson
Chief of Police

Sands Anderson Law
Town Attorneys



Russell L. Phelps – Mayor

Paul C. Yackel – Council Member

Mary Beth Bryant

Jonathan English

Daphne Palmora

Ralph W. Self

Patrick Stone

Robert Walters

78 Belle Ville Lane, Warsaw, VA 22572 | P.O. Box #30 | Phone - (804) 333-3737 | <http://www.townofwarsaw.com>

TO: Warsaw Town Council

FROM: Jesse Schools, Director of Public Works

DATE: 6/11/2026

RE: Public Works Report

Dear Council Members:

Please find my Public Works Report for the month of May. Please let me know if you have any questions or concerns.

-WWTP

Monthly Numbers

Average daily Influent flow for May – 197,800 gallons, an increase of 8,200 gals from the month of April average daily flow.

Maximum influent flow for May – 244,100 gallons, an increase of 38,900 gals from the month of April max flow.

Nutrient Sampling Results

For May the average effluent Total Nitrogen (TN) concentration was 2.22 mg/l, within the limits of our permit.

For May the average effluent Total Phosphorus (TP) concentration was 0.08 mg/l, within the limits of our permit.

Monthly Operations and Maintenance

On May 1, the plant staff hosted two treatment plant tours for the students that attend the Chesapeake Bay Governor's School.

Sand Filter No. 2 was restored to service. All three sand filters are currently in service.

Plant staff collected samples (six ground water monitoring wells) to complete pond GWM testing for the second quarter of 2026.

Public Works on-call personnel completed the treatment plant's annual laboratory control analysis. Individual personnel demonstrated their ability to calibrate laboratory equipment and test samples. IDCs = Individual demonstration of capability.

Operators lubricated and serviced equalization basin mixer.

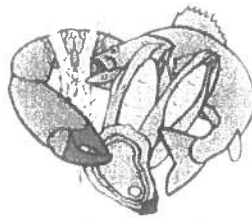
Joseph N. Quisenberry
Town Manager

Melissa Coates
Assistant Town Manager

Julia Blackley - Rice
Treasurer & Clerk

Sean L. Peterson
Chief of Police

Sandy Anderson Law
Town Attorney



COUNCIL MEMO

Section 3, Item b.

Randall L. Phelps - Mayor

Paul G. Yackel - 1st - Mayor

May Beth Bryant

Jonathan English

Daphne Palmore

Ralph W. Self

Patrick Stone

Robert Walters

78 Belle Ville Lane, Warsaw, VA 22572 | P.O. Box 730 | Phone: (804) 333-3737 | <http://www.townofwarsaw.com>

Plant effluent samples collected and analyzed during May met all permit discharge limits.

-Water Department

Attached you will find the Water Loss Report, for the month of May we are at a 4th water loss. Department staff did daily chlorine checks of all four wells, along with two random samples each day throughout town.

Completion of state selected bacteria samples; all results came back absent.

PFAS Samples were taken at all 4 wells. (testing for plastics in the water)

Nitrate/nitrite samples were taken at well 1,2,4 (blue baby syndrome)

VOC sample taken at well #3. (organic compounds)

Lastly a cyanide sample was taken at well #4.

Cleaned and flushed out sewer lines along Main st and into Pinchurst.

Completed all Miss U's that came in for the month of May.

-Refuse Department

For the month of April town staff made 15 trips to the landfill totaling 125 tons or 250,000 pounds of trash.

-Public Works (Maintenance)

Staff assisted with Monday and Thursday residential trash pickup.

Assisted with recording of monthly water meter readings.

Took care of the bathrooms and grounds at the Town Park.

Cutting of all grass at Town owned facilities.

Finished up our spring flower plantings.

Also staff started hanging our 250th anniversary banners on the acorn lights.

We now have (2) fountains out and plan to have them back up and running within the month.

Monthly Water Loss Report

Section 3, Item b.

Water System:

For the Month of: Year:

Water Produced this month: gallons

Water Purchased this month: gallons

A: Total Water Produced and Purchased = **6,560,700 gallons**

Sold: Residential gallons

Total Sold = **6,163,051 gallons**

B: Difference: (Produced+Purchased) - Sold = **397,649 gallons**

% Difference = 6 % total water loss

Gallons of Water Accounted For:

Breaks (Estimated Total)	15,000	gallons
Hydrant Flushing	0	gallons
Storage Tank/Clearwell overflow	0	gallons
Fire Hydrant Use	7,500	gallons
Fire Department Use	75,000	gallons
Leak adjustments	0	gallons
Maintenance shop	5,000	gallons
Sewer jetting	4,500	gallons
Town watering flowers	20,000	gallons
Office/Police Dept.	2,500	gallons
Pool		gallons

C: Total Gallons Accounted For = **129,500 gallons**

Loss: Unaccounted-for Water: (B-C) = **268,149 gallons**

% Loss: Unaccounted-for Water: (B-C)/A % = 4 % unaccounted for loss

Gallons / Day Loss =

Gallons / Minute Loss =

days in billing period
8,650 gallons/day
6 gallons/min.

This spreadsheet is a product of the Technical Assistance Center for Water Quality at Western Kentucky University and the Kentucky Rural Water Association. Feel free to contact us at (270) 745-5948 or at <http://water.wku.edu/>. This spreadsheet may be freely distributed. Please let us know if you use it, like it, or have suggestions for improvement!

Budget vs Actual

Section 3, Item c.

Town of Warsaw
7/2/2026 12:27:05 PM

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Period Ending 6/30/2026

10 GENERAL FUND

Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
Revenues							
10-300-0000 PERMITS & FEES	3,000	0.00	800.00	1,305.00	3,600.00	600.00	120%
10-301-0000 S W USER FEE - COMMERCIAL	180,000	0.00	19,020.00	53,985.00	199,509.77	19,509.77	111%
10-301-5000 SW USER FEE - RESIDENTIAL	89,000	0.00	7,335.00	22,026.80	88,356.80	(643.20)	99%
10-305-0000 REAL ESTATE TAXES	280,000	0.00	0.00	26.19	248,420.11	(31,579.89)	89%
10-306-0000 PERSONAL PROPERTY TAXES	170,000	0.00	0.00	214,817.78	216,539.50	46,539.50	127%
10-307-0000 PPTRA	17,365	0.00	0.00	0.00	17,365.30	0.30	100%
10-310-0000 BANK FRANCHISE TAX	175,000	0.00	0.00	178,767.00	178,767.00	3,767.00	102%
10-315-0000 BUSINESS LICENSES	140,000	0.00	1,850.00	24,345.18	191,432.98	51,432.98	137%
10-320-0000 VEHICLE TAX/DECALS	40,000	0.00	0.00	43,212.00	43,200.52	3,200.52	108%
10-325-0000 STATE SALES TAX	120,000	0.00	11,749.98	35,214.78	162,744.41	42,744.41	136%
10-326-0000 MEALS TAX	675,000	0.00	66,418.48	209,965.64	755,954.88	80,954.88	112%
10-327-0000 LODGING TAX	42,000	0.00	3,666.99	8,740.78	38,419.24	(3,580.76)	91%
10-328-0000 CIGARETTE TAX	80,000	0.00	0.00	3,840.95	63,399.18	(16,600.82)	79%
10-330-0000 FINES	35,000	0.00	6,471.33	16,072.63	55,558.71	20,558.71	159%
10-345-0000 INTEREST INCOME/GEN	25,000	0.00	0.00	2.71	11,261.85	(13,738.15)	45%
10-355-0000 LAW ENFORCEMENT ASS'T	34,500	0.00	0.00	10,840.00	43,360.00	8,860.00	126%
10-360-0000 UTILITY/CONSMPTION TX	15,000	0.00	304.49	935.56	14,130.38	(869.62)	94%
10-361-0000 COMMUNICATIONS TAX	29,000	0.00	0.00	7,380.33	29,689.81	689.81	102%
10-365-0000 STATE FIRE INSURANCE	15,000	0.00	0.00	0.00	15,000.00	0.00	100%
10-373-0000 WARSAW APPARELL	0	0.00	0.00	0.00	4,109.62	4,109.62	
10-375-0000 CABLE TV LEASE	3,000	0.00	0.00	3,000.00	3,000.00	0.00	100%
10-376-0000 BILLBOARD REVENUE	1,750	0.00	0.00	0.00	1,750.00	0.00	100%
10-381-0000 REVOLVING LOAN FUND REPAYMENTS	7,820	0.00	0.00	0.00	18,252.27	10,432.27	233%
10-382-0000 FORGIVEABLE LOAN REPAYMENTS	0	0.00	750.00	2,250.00	8,250.00	8,250.00	
10-390-0000 MISC/INCOME	4,000	0.00	250.00	6,764.13	8,725.88	4,725.88	218%

Budget vs Actual

Section 3, Item c.

Town of Warsaw
7/2/2026 12:27:05 PM

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Period Ending 6/30/2026

10 GENERAL FUND

Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
10-390-0700 GRANTS - DEQ SLAF	0	0.00	0.00	0.00	98,710.36	98,710.36	
10-390-0850 GRANT - JUSTICE BYRNE GRANT	0	0.00	0.00	23,921.82	43,517.76	43,517.76	
10-390-0900 GRANTS - IRF	0	0.00	0.00	0.00	13,950.00	13,950.00	
10-390-0975 GRANT - HOUSING/PLANNING	550,000	0.00	0.00	0.00	502,942.30	(47,057.70)	91%
10-390-0980 GRANT - VTC TOURISM (REVENUE)	0	0.00	0.00	0.00	4,993.26	4,993.26	
10-390-0990 GRANTS/VA DOF - MEDIANS	100,000	0.00	0.00	0.00	0.00	(100,000.00)	
10-390-0995 GRANTS/DEQ - MEDIANS	50,000	0.00	0.00	0.00	0.00	(50,000.00)	
10-391-0000 GRANTS/DMV	3,000	0.00	0.00	0.00	2,141.40	(858.60)	71%
10-392-0000 GRANTS/DCJS	3,000	0.00	0.00	7,873.94	7,873.94	4,873.94	262%
10-392-1000 GRANT - LITTER DEQ	0	0.00	0.00	0.00	1,658.56	1,658.56	
10-395-0000 GRANT/BP VEST	0	0.00	0.00	0.00	3,966.85	3,966.85	
10-395-5000 GRANT/USDA POLICE CARS	65,000	0.00	0.00	0.00	0.00	(65,000.00)	
10-396-0000 RICHCO/ HAUL FEE	12,000	0.00	1,203.75	3,518.64	13,534.02	1,534.02	113%
10-397-0000 TRASH DUMPSTERS	10,000	0.00	3,300.00	4,950.00	7,642.00	(2,358.00)	76%
10-399-0005 LOAN PROCEEDS	65,000	0.00	0.00	0.00	115,000.00	50,000.00	177%
10-399-1100 DOMINION SOLAR	5,000	0.00	0.00	0.00	3,500.00	(1,500.00)	70%
10-399-1200 TIMBER HARVESTING	23,000	0.00	0.00	0.00	0.00	(23,000.00)	
10-399-5000 SPECIAL EVENTS (REVENUE)	24,000	0.00	280.00	580.00	21,020.00	(2,980.00)	88%
Revenues Totals:	3,091,435	0.00	123,400.02	884,336.86	3,261,248.66	169,813.66	105%
Expenses							
10-420-0200 SALARIES/ADM	389,000	0.00	15,384.81	76,924.02	379,327.27	9,672.73	98%
10-420-0201 OT/BONUS - ADMIN	8,000	0.00	0.00	0.00	12,814.25	(4,814.25)	160%
10-420-0500 PAYROLL TAXES/ADM	30,000	0.00	1,154.53	5,772.72	29,523.43	476.57	98%
10-420-0600 SHORT&LONG TERM DISABILITY	2,200	0.00	127.84	383.52	1,534.08	665.92	70%
10-420-0700 RETIREMENT-LI/ADM	43,000	0.00	3,646.58	10,939.74	42,699.67	300.33	99%
10-420-0900 MEDICAL INS/ADM	60,360	0.00	600.00	10,660.00	60,475.00	(115.00)	100%

Budget vs Actual

Section 3, Item c.

Town of Warsaw
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10 GENERAL FUND

Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
10-420-1000 EDUCATION/PROF DEVELOPMT	15,000	0.00	0.00	927.44	12,158.23	2,841.77	81%
10-420-1100 TELEPHONE/OFFICE	8,000	0.00	0.00	1,185.93	7,095.52	904.48	89%
10-420-1300 ELECTRICITY/OFFICE	5,000	0.00	271.89	684.16	4,152.36	847.64	83%
10-420-1400 MTGS/CONFERENCES/ADM	8,000	0.00	0.00	0.00	10,616.42	(2,616.42)	133%
10-420-1500 BLDGS/GROUNDS/MAINTENANCE	20,000	0.00	838.80	1,702.44	6,176.43	13,823.57	31%
10-420-1900 CIGARETTE TAX STAMPS	5,000	0.00	0.00	0.00	0.00	5,000.00	
10-420-2200 AUDIT	15,500	0.00	20,950.00	20,950.00	29,642.66	(14,142.66)	191%
10-420-2300 LEGAL SERVICES	25,000	0.00	1,243.50	17,663.63	36,111.73	(11,111.73)	144%
10-420-2600 ADVERTISING	30,000	0.00	1,986.03	11,674.07	47,170.62	(17,170.62)	157%
10-420-3100 AUTO O/M-ADM EXPENSE	5,500	0.00	2.00	2,251.89	4,641.76	858.24	84%
10-420-3200 OFFICE SUPPLIES	18,000	0.00	2,060.33	4,039.29	26,067.53	(8,067.53)	145%
10-420-3300 PRINTING/REPORTS/MAPPING	250	0.00	0.00	6.50	317.50	(67.50)	127%
10-420-3400 COMPUTER SUPPORT FEE	20,000	0.00	751.89	3,075.61	19,096.41	903.59	95%
10-420-3450 COMPUTER O/M	6,500	0.00	0.00	79.96	1,059.77	5,440.23	16%
10-420-4000 RECODIFICATION EXPENSE	1,000	0.00	0.00	0.00	612.93	387.07	61%
10-420-5298 DMV STOP FEES	400	0.00	0.00	0.00	65.00	335.00	16%
10-420-5300 DUES	3,000	0.00	0.00	1,028.39	4,247.75	(1,247.75)	142%
10-420-5350 SAFETY PROGRAM	500	0.00	0.00	56.99	225.74	274.26	45%
10-420-5400 INSURANCE/RISK MANAGEMT	18,500	0.00	0.00	0.00	14,287.00	4,213.00	77%
10-420-5500 COUNCIL EXPENSE	15,000	0.00	(2,339.52)	(1,604.06)	13,049.50	1,950.50	87%
10-420-5600 ELECTION EXPENSE	1,000	0.00	0.00	0.00	0.00	1,000.00	
10-420-5700 MISCELLANEOUS/ADM	9,000	0.00	84.41	2,167.91	9,033.90	(33.90)	100%
10-420-5800 CIP-ADMIN	23,000	0.00	0.00	0.00	0.00	23,000.00	
10-420-5900 ECONOMIC DEVELOPMENT	27,000	0.00	0.00	0.00	32,068.00	(5,068.00)	119%
10-420-5950 ECONOMIC DEVLEOPMENT - BUSINESS LOANS	0	0.00	0.00	0.00	20,000.00	(20,000.00)	

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10 GENERAL FUND

Description		Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
10-420-6100 TIMBER HARVESTING		5,000	0.00	0.00	0.00	0.00	5,000.00	
ADMINISTRATION Totals:		817,710	0.00	46,763.09	170,570.15	824,270.46	(6,560.46)	101%

Budget vs Actual

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10 GENERAL FUND

Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
10-510-0200 SALARIES/WRD	332,000	0.00	12,458.40	60,797.00	308,545.12	23,454.88	93%
10-510-0201 OT/BONUS - WRD	12,000	0.00	0.00	818.21	22,210.57	(10,210.57)	185%
10-510-0500 PAYROLL TAXES/WRD	25,500	0.00	963.13	4,810.71	25,477.77	22.23	100%
10-510-0600 SHORT&LONG TERM DISABILITY	1,800	0.00	214.80	644.40	2,546.54	(746.54)	141%
10-510-0700 RETIREMENT/LI/WRD	36,000	0.00	3,223.00	9,669.00	38,236.50	(2,236.50)	106%
10-510-0820 LINE OF DUTY ACT	2,500	0.00	0.00	0.00	0.00	2,500.00	
10-510-0900 MEDICAL INSURANCE/WRD	36,500	0.00	360.00	6,396.00	37,097.00	(597.00)	102%
10-510-1000 PROFESSIONAL DEVELOP/WRD	4,000	0.00	(135.00)	(34.76)	1,284.61	2,715.39	32%
10-510-1100 LEGAL FEES/WRD	10,000	0.00	0.00	0.00	957.60	9,042.40	10%
10-510-2000 Electricity - WRD	2,000	0.00	0.00	0.00	2,665.08	(665.08)	133%
10-510-2100 Grounds/Maintenance - WRD	10,000	0.00	419.40	814.40	11,166.45	(1,166.45)	112%
10-510-3100 AUTO O/M-WRD	24,000	0.00	1,301.55	(14,800.95)	10,917.65	13,082.35	45%
10-510-3200 UNIFORMS/SUPPLIES/WRD	8,000	0.00	(210.28)	(210.28)	4,443.98	3,556.02	56%
10-510-3210 POLICE SUPPLIES	15,000	0.00	(431.00)	(431.00)	3,160.25	11,839.75	21%
10-510-3220 OFFICE SUPPLIES	10,000	0.00	204.65	1,204.12	5,482.74	4,517.26	55%
10-510-3230 OFFICE EQUIP/RESERVES	1,500	0.00	0.00	0.00	210.58	1,289.42	14%
10-510-3240 EVIDENCE SECURITY	500	0.00	0.00	0.00	0.00	500.00	
10-510-3400 TECH SUPPORT/WRD	20,000	0.00	(3,638.05)	5,501.00	27,239.72	(7,239.72)	136%
10-510-3500 TELECOMMUNICATIONS	10,000	0.00	0.00	1,651.62	8,854.65	1,145.35	89%
10-510-3602 GRANTS - USDA POLICE CARS	65,000	0.00	0.00	0.00	0.00	65,000.00	
10-510-3603 GRANTS/DCJS	3,000	0.00	0.00	0.00	0.00	3,000.00	
10-510-3604 GRANT - JUSTICE BYRNE	0	0.00	0.00	(2,627.33)	7,270.08	(7,270.08)	
10-510-3605 GRANT - WELLNESS	0	0.00	0.00	0.00	7,873.94	(7,873.94)	
10-510-3701 COMMUNITY SERVICE	4,000	0.00	0.00	676.13	676.13	3,323.87	17%
10-510-3710 GRANT/DMV	0	0.00	392.05	2,571.51	5,955.26	(5,955.26)	
10-510-3712 Police Radios/Reserves	2,000	0.00	0.00	0.00	0.00	2,000.00	

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10 GENERAL FUND

Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
10-510-4100 POLICE BODY CAMERAS	6,286	0.00	3,443.84	3,443.84	3,443.84	2,842.16	55%
10-510-4200 POLICE ACADEMY	2,300	0.00	0.00	0.00	421.50	1,878.50	18%
10-510-4210 ADVERTISING	1,500	0.00	0.00	0.00	0.00	1,500.00	
10-510-5300 DUES	3,000	0.00	0.00	0.00	3,336.08	(336.08)	111%
10-510-5310 BOOKS & SUBSCRIPTIONS	250	0.00	0.00	0.00	170.12	79.88	68%
10-510-5400 INSURANCE/RISK MANAGEMENT	18,500	0.00	0.00	0.00	14,287.00	4,213.00	77%
10-510-6000 CIP - WPD (CARS)	65,000	0.00	0.00	0.00	55,609.78	9,390.22	86%
WARSAW POLICE DEPT Totals:	732,136	0.00	18,566.49	80,893.62	609,540.54	122,595.46	83%

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10 GENERAL FUND

Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
10-550-0200 SALARIES/PS	238,000	0.00	7,863.40	39,571.25	218,345.88	19,654.12	92%
10-550-0201 OT/BONUS - PS	13,000	0.00	178.38	241.44	17,097.80	(4,097.80)	132%
10-550-0500 PAYROLL TAXES/PS	18,500	0.00	615.20	3,047.09	18,064.21	435.79	98%
10-550-0600 SHORT&LONG TERM DISABILITY	1,100	0.00	62.65	187.95	730.94	369.06	66%
10-550-0700 RETIREMENT/LI/PS	20,500	0.00	1,683.20	5,049.60	19,615.19	884.81	96%
10-550-0900 MEDICAL INS/PS	48,288	0.00	480.00	8,528.00	47,762.00	526.00	99%
10-550-1100 TELEPHONES - PUBLIC SERVICE	3,514	0.00	15.95	644.90	3,767.93	(253.93)	107%
10-550-1300 ELECTRICITY-TOWNPARK	3,500	0.00	0.00	0.00	4,394.38	(894.38)	126%
10-550-1700 REPAIRS/TRASH TRUCK	20,000	0.00	1,836.48	7,034.67	22,284.25	(2,284.25)	111%
10-550-2000 Dog Park	2,000	0.00	0.00	11.99	20.98	1,979.02	1%
10-550-2100 Fountain - Main Street	3,500	0.00	0.00	0.00	6,845.85	(3,345.85)	196%
10-550-3100 OPERATION/TRASH TRK	29,000	0.00	102.00	6,812.20	31,919.04	(2,919.04)	110%
10-550-3150 VEHICLE M&O/PS	10,000	0.00	1,899.66	5,087.85	13,551.18	(3,551.18)	136%
10-550-3200 UNIFORMS/ETC	1,500	0.00	276.45	380.41	1,453.30	46.70	97%
10-550-3300 EQPT/SUPPLIES/PS	2,500	0.00	29.64	208.75	3,700.00	(1,200.00)	148%
10-550-3400 SAFETY EQUIPMENT	1,000	0.00	0.00	0.00	431.74	568.26	43%
10-550-3500 TRASH DUMPSTER EXPENSE	10,000	0.00	0.00	0.00	15,205.23	(5,205.23)	152%
10-550-3550 TOWN APPARELL	0	0.00	0.00	105.00	2,580.39	(2,580.39)	
10-550-3700 BEAUTIFICATION	40,000	0.00	5,039.08	14,390.71	59,781.97	(19,781.97)	149%
10-550-3800 STREET LIGHTS	35,000	0.00	0.00	6,462.20	36,755.03	(1,755.03)	105%
10-550-3850 SIDEWALKS	30,000	0.00	488.25	6,938.00	17,272.44	12,727.56	58%
10-550-3900 ILIGHTING/CHRISTMAS	4,000	0.00	0.00	0.00	1,754.87	2,245.13	44%
10-550-3950 P/S SNOW REMOVAL	250	0.00	0.00	0.00	1,011.20	(761.20)	404%
10-550-4505 GRANTS/DEQ MEDIANS	50,000	0.00	0.00	0.00	0.00	50,000.00	
10-550-4506 GRANTS/VA DOF MEDIANS	100,000	0.00	0.00	0.00	0.00	100,000.00	
10-550-4700 GRANTS - DMV	3,000	0.00	0.00	0.00	0.00	3,000.00	
10-550-4850 GRANT - HOUSING/PLANNING	550,000	0.00	1,200.00	11,111.00	547,887.50	2,112.50	100%

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10 GENERAL FUND

Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
(EXPENSE)							
10-550-5300 INSURANCE/RISK MANAGEMENT - PUBLIC SERVICE	18,500	0.00	0.00	0.00	14,287.00	4,213.00	77%
10-550-5500 MISCELLANEOUS/PARK	6,500	0.00	592.48	1,492.93	5,855.17	644.83	90%
10-550-5700 MISCELLANEOUS/PS	1,500	0.00	57.52	578.85	2,324.76	(824.76)	155%
10-550-6100 THE SADDLERY	5,000	0.00	210.77	763.69	5,035.35	(35.35)	101%
10-550-6200 THE BOUNDS	30,000	0.00	494.37	2,439.58	12,850.06	17,149.94	43%
10-550-6400 COMMUNITY MARKET	2,000	0.00	0.00	1,130.00	3,590.45	(1,590.45)	180%
10-550-6500 PROJECT CONTINGENCIES	0	0.00	0.00	450.00	19,025.22	(19,025.22)	
10-550-6600 74 MAIN STREET	0	0.00	5,949.18	5,949.18	7,601.42	(7,601.42)	
PUBLIC SERVICE Totals:	1,301,652	0.00	29,074.66	128,617.24	1,162,802.73	138,849.27	89%

Budget vs Actual

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10 GENERAL FUND

Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
10-600-6000 PARADES	2,000	0.00	0.00	0.00	2,666.90	(666.90)	133%
10-600-6100 NN TOURISM	1,200	0.00	0.00	0.00	1,200.00	0.00	100%
10-600-6200 FIRE DEPARTMENT	10,000	0.00	0.00	0.00	10,000.00	0.00	100%
10-600-6300 STATE FIRE INSURANCE	15,000	0.00	0.00	0.00	15,000.00	0.00	100%
10-600-6560 RCC BASKETBALL COURT REHAB	5,000	0.00	0.00	0.00	0.00	5,000.00	
10-600-6600 PUBLIC LIBRARY	8,000	0.00	0.00	0.00	8,000.00	0.00	100%
10-600-6801 BUSINESS IMPROVEMENT GRANT	10,000	0.00	0.00	0.00	12,046.00	(2,046.00)	120%
10-600-6802 WARSAW/RC CHAMBER	3,000	0.00	0.00	0.00	3,000.00	0.00	100%
10-600-6850 MAIN STREET PROGRAM	3,000	0.00	0.00	0.00	3,000.00	0.00	100%
10-600-6900 WARSAW/RICH CO MUSEUM	1,000	0.00	0.00	0.00	1,000.00	0.00	100%
10-600-6950 RICHMOND COUNTY LITTLE LEAGUE	500	0.00	0.00	0.00	500.00	0.00	100%
10-600-7000 RICHMOND COUNTY YMCA	1,000	0.00	0.00	0.00	1,000.00	0.00	100%
10-600-7100 FIREWORKS FESTIVAL	750	0.00	0.00	0.00	750.00	0.00	100%
10-600-7400 RHS AFTER PROM	250	0.00	0.00	0.00	250.00	0.00	100%
10-600-8000 THE HAVEN SHELTER	1,000	0.00	0.00	0.00	1,000.00	0.00	100%
10-600-8100 VARIOUS CONTRIBUTIONS	2,000	0.00	0.00	150.00	1,655.90	344.10	83%
10-600-8200 EMERGENCY ASSITANCE FUND	0	0.00	0.00	0.00	10,000.00	(10,000.00)	
CONTRIBUTIONS Totals:	63,700	0.00	0.00	150.00	71,068.80	(7,368.80)	112%

Budget vs Actual

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10 GENERAL FUND

Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
10-650-5000 SPECIAL EVENTS (EXPENSE)	40,000	0.00	5,190.00	9,127.65	84,230.91	(44,230.91)	211%
Totals:	40,000	0.00	5,190.00	9,127.65	84,230.91	(44,230.91)	211%

Budget vs Actual

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10 GENERAL FUND

Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
10-820-0000 TRANSFER TO WASTEWATER	0	0.00	0.00	0.00	682.30	(682.30)	
WASTEWATER DEPT Totals:	0	0.00	0.00	0.00	682.30	(682.30)	

Budget vs Actual

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10 GENERAL FUND

Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
10-900-7200 CAPITAL OUTLAYS	0	0.00	19,731.92	19,731.92	19,731.92	(19,731.92)	
CONTINGENCY Totals:	0	0.00	19,731.92	19,731.92	19,731.92	(19,731.92)	

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10 GENERAL FUND

Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
10-998-0001 CAPITAL OUTLAYS	0	0.00	(2,179.66)	4,508.93	101,431.96	(101,431.96)	
CAPITAL ITEM EXPENSE Totals:	0	0.00	(2,179.66)	4,508.93	101,431.96	(101,431.96)	

Budget vs Actual

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10 GENERAL FUND

Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
10-999-0001 TRASH TRK DEBT (5 YRS)	19,452	0.00	1,621.00	4,863.00	19,452.00	0.00	100%
10-999-0002 POLICE CARS DEBT (5 YRS)	11,065	0.00	923.00	2,769.00	11,076.00	(11.00)	100%
10-999-0003 STORMWATER FACILITY DEBT	38,157	0.00	3,179.78	9,539.34	38,157.36	(0.36)	100%
10-999-0005 WPD POLICE DURANGOS CAR LOAN (5 YEARS)	2,752	0.00	0.00	0.00	2,041.08	710.92	74%
10-999-0006 ARPA FUNDS - EXPENSES	0	0.00	0.00	0.00	5,945.37	(5,945.37)	
10-999-0008 LOAN PAYMENT - 74 MAIN STREET	19,101	0.00	2,448.92	7,267.76	29,127.08	(10,026.08)	152%
10-999-0009 TRASH TRUCK DEBT (FY2025)	33,710	0.00	2,876.00	8,628.00	34,512.00	(802.00)	102%
10-999-0010 POLICE CAR LOAN FY26 (5YRS)	12,000	0.00	0.00	3,921.30	15,685.20	(3,685.20)	131%
DEBT SERVICE Totals:	136,237	0.00	11,048.70	36,988.40	155,996.09	(19,759.09)	115%

Budget vs Actual

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Expenses	Totals:	3,091,435	0.00	128,195.20	450,587.91	3,029,755.71	61,679.29	98%	
10 GENERAL FUND	Revenues Over/(Under) Expenses:			(4,795.18)	433,748.95	231,492.95			

Budget vs Actual

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30 WATER FUND

Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
Revenues							
30-305-0000 WATER USER FEES	458,092	0.00	34,734.18	107,323.40	425,715.15	(32,376.85)	93%
30-309-0000 INTEREST INCOME CD	2,500	0.00	0.00	0.00	2,993.77	493.77	120%
30-380-0000 MISC INCOME	100	0.00	50.00	50.00	50.00	(50.00)	50%
30-390-3000 WELL REPLACEMENT	1,000,000	0.00	0.00	0.00	0.00	(1,000,000.00)	
Revenues Totals:	1,460,692	0.00	34,784.18	107,373.40	428,758.92	(1,031,933.08)	29%
Expenses							
30-600-0000 INTEREST EXPENSE	0	0.00	0.00	0.00	58.99	(58.99)	
CONTRIBUTIONS Totals:	0	0.00	0.00	0.00	58.99	(58.99)	

Budget vs Actual

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30 WATER FUND

Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
30-810-0200 SALARIES/WATER	163,000	0.00	5,978.65	28,583.46	153,743.27	9,256.73	94%
30-810-0201 OT/BONUS - WATER	13,000	0.00	57.77	529.81	11,719.91	1,280.09	90%
30-810-0500 PAYROLL TAXES/WTR	13,000	0.00	429.13	2,063.83	11,988.66	1,011.34	92%
30-810-0600 SHORT&LONG TERM DISABILITY	850	0.00	45.66	136.98	547.92	302.08	64%
30-810-0700 RETIREMENT/LIFE INS/WTR	16,500	0.00	1,339.52	4,018.56	16,047.89	452.11	97%
30-810-0900 MEDICAL INS/WTR	24,144	0.00	120.00	2,132.00	13,046.00	11,098.00	54%
30-810-1100 TELEMETRY/TELEPHONE/WTR	2,500	0.00	(0.24)	356.11	2,014.42	485.58	81%
30-810-1300 ELECTRICITY/WELLS/WTR	30,000	0.00	2,328.22	7,952.39	34,587.28	(4,587.28)	115%
30-810-1600 MAINTENANCE/WELLS/WTR	5,500	0.00	0.00	0.00	1,940.58	3,559.42	35%
30-810-1700 MAINTENANCE TOWERS/WTR	42,000	0.00	0.00	0.00	45,415.57	(3,415.57)	108%
30-810-2200 AUDIT EXPENSE	6,000	0.00	6,000.00	6,000.00	6,000.00	0.00	100%
30-810-2700 TRACTOR M/O-WTR	2,000	0.00	0.00	0.00	1,258.02	741.98	63%
30-810-2800 BUSHHOG/MOWERS/WTR	2,300	0.00	0.00	627.87	2,563.14	(263.14)	111%
30-810-2900 EQUIPMENT/TOOLS/WTR	3,500	0.00	0.00	37.98	2,010.82	1,489.18	57%
30-810-3000 OFFICE EQUIPMENT/WTR	2,000	0.00	15.95	551.24	3,090.26	(1,090.26)	155%
30-810-3100 VEHICLE M/O-WTR	19,000	0.00	62.90	1,743.72	9,599.56	9,400.44	51%
30-810-3200 OFFICE SUPPLIES/WTR	2,750	0.00	238.79	788.72	3,761.38	(1,011.38)	137%
30-810-3300 SUPPLIES/WATER	5,000	0.00	0.00	0.00	1,196.51	3,803.49	24%
30-810-3400 SAFETY EQUIPMENT/WTR	1,000	0.00	0.00	0.00	738.50	261.50	74%
30-810-3500 BACKHOE M/O=WTR	1,000	0.00	0.00	0.00	1,187.16	(187.16)	119%
30-810-4000 UNIFORMS/ETC/WTR	2,500	0.00	0.00	405.00	1,343.13	1,156.87	54%
30-810-4100 MISS UTILITY GRIDS/WTR	500	0.00	0.00	53.99	186.20	313.80	37%
30-810-4300 INSTALL METER/CONN/WTR	5,000	0.00	(122,850.00)	(122,850.00)	(122,850.00)	127,850.00	-2457%
30-810-4400 BACKFLOW PROGRAMS	1,000	0.00	0.00	0.00	0.00	1,000.00	
30-810-4500 METER REPAIRS/WTR	2,000	0.00	0.00	0.00	2,312.98	(312.98)	116%
30-810-4600 WATER TESTING	3,000	0.00	0.00	8.33	2,202.11	797.89	73%
30-810-4700 WATER PERMIT	3,000	0.00	0.00	0.00	2,193.00	807.00	73%

Budget vs Actual

Town of Warsaw
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Period Ending 6/30/2026

30 WATER FUND

Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
30-810-4800 FIRE HYDRANT REPAIRS	1,500	0.00	0.00	0.00	0.00	1,500.00	
30-810-4900 CHLORINATION	14,000	0.00	1,518.27	1,603.55	8,402.73	5,597.27	60%
30-810-5100 REPAIRS/WATER LINE	10,000	0.00	(289.80)	1,626.22	20,664.66	(10,664.66)	207%
30-810-5400 INSURANCE/WATER	13,000	0.00	0.00	0.00	14,287.00	(1,287.00)	110%
30-810-5700 MISCELLANEOUS/WTR	2,000	0.00	0.00	433.44	1,503.13	496.87	75%
30-810-5900 TRAINING & LICENSING	1,000	0.00	0.00	0.00	225.00	775.00	23%
WATER DEPT Totals:	413,544	0.00	(105,005.18)	(63,196.80)	252,926.79	160,617.21	61%

Budget vs Actual

Section 3, Item c.

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Period Ending 6/30/2026

30 WATER FUND

Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
30-998-0003 WATERLINE RESERVES	10,148	0.00	0.00	0.00	0.00	10,148.00	
30-998-1000 WELL REPLACEMENT EXPENSE	1,000,000	0.00	0.00	0.00	0.00	1,000,000.00	
CAPITAL ITEM EXPENSE Totals:	1,010,148	0.00	0.00	0.00	0.00	1,010,148.00	

Budget vs Actual

Section 3, Item c.

Town of Warsaw
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Period Ending 6/30/2026

30 WATER FUND

Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
30-999-0007 VRA WATER TOWER - BOND PAYMENT	37,000	0.00	0.00	0.00	0.00	37,000.00	
DEBT SERVICE Totals:	37,000	0.00	0.00	0.00	0.00	37,000.00	

Budget vs Actual

Section 3, Item c.

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Period Ending 6/30/2026								
Expenses Totals:	1,460,692	0.00	(105,005.18)	(63,196.80)	252,985.78	1,207,706.22	17%	
30 WATER FUND Revenues Over/(Under) Expenses:			139,789.36	170,570.20	175,773.14			

Budget vs Actual

Section 3, Item c.

Town of Warsaw
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Period Ending 6/30/2026

40 WASTEWATER FUND

Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
Revenues							
40-351-0000 WASTEWATER USER FEES	903,888	0.00	75,438.48	222,677.46	862,626.73	(41,261.27)	95%
40-359-0000 INTEREST INCOME CD	2,000	0.00	0.00	0.00	0.00	(2,000.00)	
40-360-0000 INTEREST INCOME	0	0.00	0.00	0.00	6,145.13	6,145.13	
40-380-0000 MISCELLANEOUS INCOME	1,000	0.00	0.00	0.00	242.04	(757.96)	24%
40-391-0000 GEN TRNSFR 2 WASTEWTR	0	0.00	0.00	0.00	682.30	682.30	
40-397-1000 LOAN PROCEEDS	60,000	0.00	0.00	0.00	0.00	(60,000.00)	
Revenues Totals:	966,888	0.00	75,438.48	222,677.46	869,696.20	(97,191.80)	90%
Expenses							
40-820-0200 SALARIES/WWF	172,000	0.00	6,173.60	31,131.68	158,028.29	13,971.71	92%
40-820-0201 OT/BONUS - WASTEWATER	10,000	0.00	98.88	498.12	14,223.25	(4,223.25)	142%
40-820-0500 PAYROLL TAXES/WWF	13,000	0.00	479.85	2,419.69	13,258.54	(258.54)	102%
40-820-0600 SHORT&LONG TERM DISABILITY	950	0.00	48.13	144.39	577.56	372.44	61%
40-820-0700 RETIREMENT/LIFE INS/WWF	19,000	0.00	1,520.47	4,561.41	16,687.08	2,312.92	88%
40-820-0900 MEDICAL INS/WWF	36,216	0.00	360.00	6,396.00	34,564.00	1,652.00	95%
40-820-1000 EDUCATION/PROFESSIONAL DEVELOPMENT	0	0.00	0.00	1,230.90	1,385.90	(1,385.90)	
40-820-1100 TELEPHONE/WWF	7,000	0.00	0.00	673.59	3,861.43	3,138.57	55%
40-820-1200 PROPANE/SHOPS	3,750	0.00	0.00	0.00	5,174.07	(1,424.07)	138%
40-820-1250 GENERATOR FUEL-WWTP/LS	2,200	0.00	0.00	0.00	0.00	2,200.00	
40-820-1300 WWTP ELECTRICITY	60,000	0.00	(168.37)	9,159.63	56,913.13	3,086.87	95%
40-820-1350 WW ELECTRICITY-GENERAL	30,000	0.00	1,829.13	5,238.94	25,836.17	4,163.83	86%
40-820-1600 MAINTENANCE/LS/WWF	10,000	0.00	5,246.40	6,026.14	10,520.72	(520.72)	105%
40-820-1700 WW PLANT MAINTENANCE	25,000	0.00	1,989.27	9,014.90	14,791.06	10,208.94	59%
40-820-2000 SLUDGE REMOVAL/WWF	15,000	0.00	0.00	4,639.82	8,623.05	6,376.95	57%
40-820-2200 AUDIT EXPENSE/WWF	5,000	0.00	5,000.00	5,000.00	5,000.00	0.00	100%
40-820-2300 LEGAL SERVICES/WWF	1,000	0.00	0.00	0.00	0.00	1,000.00	
40-820-2400 ENGINEERING	25,000	0.00	0.00	5,010.00	26,680.00	(1,680.00)	107%

Budget vs Actual

Section 3, Item c.

Town of Warsaw
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Period Ending 6/30/2026

40 WASTEWATER FUND

Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
40-820-2600 ADVERTISING	1,500	0.00	0.00	90.00	2,105.54	(605.54)	140%
40-820-2700 TRACTOR MAINT/OPR/WWF	2,000	0.00	0.00	0.00	1,082.31	917.69	54%
40-820-2800 BUSHHOG/MOWERS/M/O/WWF	2,000	0.00	0.00	648.36	2,439.47	(439.47)	122%
40-820-2850 EQUIPMENT MAINTENANCE	12,000	0.00	0.00	225.00	4,636.95	7,363.05	39%
40-820-2900 EQUIPMENT/TOOLS/WWF	3,000	0.00	(219.09)	371.62	7,778.90	(4,778.90)	259%
40-820-3000 COMPUTER O/M	1,500	0.00	0.00	0.00	0.00	1,500.00	
40-820-3100 VEHICLE M/O-WWF	15,000	0.00	37.90	1,995.99	13,969.92	1,030.08	93%
40-820-3200 OFFICE SUPPLIES/WWF	3,000	0.00	286.24	893.92	4,858.49	(1,858.49)	162%
40-820-3300 SUPPLIES/GENERAL/WWF	4,000	0.00	993.97	1,233.35	6,863.35	(2,863.35)	172%
40-820-3400 SAFETY EQUIPMENT	3,000	0.00	15.95	797.64	6,150.81	(3,150.81)	205%
40-820-3500 BACKHOE M/O-WWF	2,000	0.00	0.00	0.00	1,051.18	948.82	53%
40-820-4000 UNIFORMS/WWF	1,500	0.00	0.00	395.00	1,979.06	(479.06)	132%
40-820-4100 MISS UTILITY/WWF	500	0.00	0.00	53.99	149.60	350.40	30%
40-820-4300 CONNECTIONS/INSTALLATIONS/WWF	100	0.00	0.00	0.00	0.00	100.00	
40-820-4600 SUPPLIES/TESTING/WWF	5,000	0.00	890.14	1,622.05	2,605.52	2,394.48	52%
40-820-4900 CHLORINATON/DECHLOR/WWF	2,500	0.00	0.00	0.00	0.00	2,500.00	
40-820-4950 WWTP CHEMICALS	45,000	0.00	0.00	4,745.16	53,354.78	(8,354.78)	119%
40-820-5000 GROUND WATER MONITORING	4,000	0.00	0.00	0.00	420.00	3,580.00	11%
40-820-5100 REPAIR WW LINE/WWF	3,500	0.00	(100.00)	(100.00)	25,554.97	(22,054.97)	730%
40-820-5300 DUES/WWF	2,000	0.00	934.00	1,664.00	2,610.09	(610.09)	131%
40-820-5400 INSURANCE/WWF	22,000	0.00	0.00	0.00	14,711.01	7,288.99	67%
40-820-5700 MISCELLANEOUS/WWF	1,500	0.00	0.00	154.56	1,719.03	(219.03)	115%
40-820-7900 TRAINING/PLANT OPR	2,500	0.00	0.00	0.00	732.54	1,767.46	29%
40-820-8000 CONTRACTED LAB TESTING	50,000	0.00	1,498.28	13,261.71	61,236.83	(11,236.83)	122%
40-820-8100 WWF MINOR PERMIT FEE	3,750	0.00	0.00	0.00	3,523.00	227.00	94%
WASTEWATER DEPT Totals:	627,966	0.00	26,914.75	119,197.56	615,657.60	12,308.40	98%

Period Ending 6/30/2026

Budget vs Actual

Section 3, Item c.

Town of Warsaw
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Period Ending 6/30/2026

40 WASTEWATER FUND

Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
40-998-0001 CAPITAL OUTLAYS/WWF	230,150	0.00	6,234.23	22,234.23	90,153.38	139,996.62	39%
CAPITAL ITEM EXPENSE Totals:	230,150	0.00	6,234.23	22,234.23	90,153.38	139,996.62	39%

Budget vs Actual

Town of Warsaw
7/2/2026 12:27:05 PM

Period Ending 6/30/2026

40 WASTEWATER FUND

Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
40-999-0005 BOND PAY/GEN OBLIGATION 2013	95,572	0.00	0.00	0.00	95,572.00	0.00	100%
40-999-0007 W/W VEHICLE LOAN PAYMENT FY26 (5YRS)	13,200	0.00	0.00	2,520.84	10,083.36	3,116.64	76%
DEBT SERVICE Totals:	108,772	0.00	0.00	2,520.84	105,655.36	3,116.64	97%

Budget vs Actual

Section 3, Item c.

Town of Warsaw
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Period Ending 6/30/2026								
Expenses Totals:	966,888	0.00	33,148.98	143,952.63	811,466.34	155,421.66	84%	
40 WASTEWATER FUND Revenues Over/(Under) Expenses:			42,289.50	78,724.83	58,229.86			

WARSAW REVOLVING-LOAN FUNDS

Monthly Financial Statement

Period (from / to): **6/1/26** **6/30/26**

Description	
Number of Active Loans	5
Balance Beginning of Month	\$ 16,069.30
Principal Received During Period	\$ 182.69
Interest Received During Period	\$ 17.31
Fees Received During Period	\$ -
Total Funds Received During Period	\$ 200.00
Disbursement to Warsaw	
PDC Fee During Period	\$ (40.00)
Funds Available to Loan Out	\$ 16,229.30

	Summary of Loans	Received This Period	Balance	Current?
1	Relish - #234	\$ -	\$ 3,083.59	YES
2	Pitts - #235	\$ -	\$ 0.00	REPAID
3	Moore - #237	\$ -	\$ -	REPAID
4	Dunbrooke LLC - #242	\$ -	\$ -	REPAID
5	Beale/Old Rapp. - #244	\$ -	\$ 463,729.98	NO
6	Cleary - #251	\$ -	\$ -	REPAID
7	Teresa's Nails - #261	\$ 200.00	\$ 6,741.69	YES
8	Relish - #264		\$ 20,000.00	
		\$ 200.00	\$ 493,555.26	

Public Notice

Section 5, Item a.

Notice is hereby given that Same Hamood / Warsaw Tobacco and Vape has petitioned for a Conditional Use Permit to allow the operation of a retail establishment selling tobacco and vape-related products. The proposed location is 132 Court Circle, further identified as Tax Map Parcel No. 16A4(A)32. The property is located within a C-1 (Limited Commercial) District, where a Conditional Use Permit and Public Hearing are required to authorize the proposed use.

The Warsaw Town Council and Planning Commission will conduct a Joint Public Hearing at a meeting on Thursday, July 9th, 2026, at 6:00P.M., respectively, in the Warsaw Town Council Chambers located at 78 Belle Ville Lane, Warsaw, VA, 22572. Following the Public Hearing action is anticipated. A copy of the existing zoning ordinance and proposed development are available at Town Hall.

Questions may be directed to the Town Office between 8:30 A.M. and 4:30 P.M., Monday through Friday by calling (804) 333-3737 or by emailing Joseph Quesenberry, Town Manager, at jquesenberry@town.warsaw.va.us. All interested parties will be heard at the hearing or written statements may be sent to Town of Warsaw, P.O. Box 730, Warsaw, VA 22572 and will be presented at the hearing.



Town of Warsaw
78 Belle Ville Lane
Warsaw, Virginia 22572
Phone: (804) 333-3737 Fax: (804) 333-3104
www.townofwarsaw.com

Section 5, Item a.

Office use:
Date 6/4/20
Tax Map # 16A4(A)32
Zoning District C-1
Application # CUP20-03 pr. 302
Public Hearing

LAND USE AMENDMENT APPLICATION
Information must be typed or printed and completed in full.
Attach additional pages where necessary.

Part 1 – Completed by ALL applicants

Part 1A

Land Use Information:

Application Type: ☐ Amendment ☐ Appeal ☒ Conditional Use Permit
☐ Rezoning ☐ Telecommunications ☐ Tower
☐ Tower Co-location ☐ Variance

Description of Request: Smoke: vape shop

Identification of the land for the request:

Number and Street: 132 Court Circle Proposed Acreage: _____

Current Zoning: C-1 Tax Map #: _____

Legal Description of Property (omit for zoning text amendment) – Attach if necessary: _____

Part 1B

Property History:

List any deed restrictions, covenants, trust indentures, etc. (or copy attached); if NONE, state none: N/A

Has this property or any part thereof ever been considered for Variances, Special Use, Appeal of Administrative Decision or Amendment to the Zoning District Map before? ☐ Yes ☒ No (if no, skip to Part 1C)

Date: _____ Former Application No. _____ Former Applicant Name: _____

Former Applicant Address: _____ Former Applicant Phone: _____

Part 1C**Applicant Information:**Is the applicant: ☐ Property Owner (if owner skip to Part 1D) ☐ Contract Purchaser ☒ Other: TenantName: Same Hammond Address: 311 Falls Circle, Lippincott VA, 22540Phone Number: 347 440 2007 E-mail: Same201698@gmail.comIf you are the agent for the property owner, do you have consent of the owner(s) attached? ☒ Yes ☐ No**Part 1D****Owner(s) Information (omit for zoning text amendment):**

If the property is owned or controlled by a Land Trust or Partnership, List name and interest of ALL beneficiaries or Partners and attach evidence that the person submitting the application on behalf of the Land Trust or Partnership is authorized to do so.

Name: RRT LLC Interest: _____ Phone Number: _____Mailing Address: PO. Box 766, Warsaw VAName: Roy Rogers Interest: _____ Phone Number: _____

Mailing Address: _____

Attach additional names as necessary.

Part 2 – Complete ONLY the portion(s) pertaining to your case (as checked in Part 1A)**Part 2A**- N/A

Amendment, Zoning Text – Applications for amendments to the zoning text are heard by the Planning Commission, which makes a recommendation to the Town Council. Only the Town Council has the authority to change the zoning text.

1. What section(s) of the Town code is proposed to be amended? DMP-C
2. Attach the exact language suggested by the application to be added, deleted, or changed in the Town Code.
3. Attach a written statement, which justifies the proposed change. The statement should also identify potential positive and negative impacts (if any) of the proposed change to the applicant's property, nearby properties, and the entire community if the application is approved or if it is denied.

Part 2B

Appeal of Administrative Decision – Administrative decisions are reviewed by the Board of Zoning Appeals (BZA). Such administrative decisions may be reversed or sustained.

1. Date of administrative decision leading to the appeal: _____
2. Attach a description of the decision the administrative official made and their reasons for the decision.
3. Attach what you are specifically appealing.
4. Attach detailed reasons for this request, and why the BZA in your opinion should overrule the administrative decision.

Part 2C

Conditional Use Permit – Conditional use requests are heard by the Planning Commission, which makes a positive or negative recommendation to the Town Council. Only the Town Council has the authority to grant or deny a conditional use.

Tower/Tower Co-Location – No Public Hearing, plans and specifications required.

1. Current use of property: empty
2. Proposed use: Smoke and vape
3. Are development plans submitted with this application? ☐ Yes ☒ No
4. Estimated completion date of project or use of property: 8/1/2024
5. Attach information concerning the use of public utilities, traffic impact, parking, signage, survey etc.
6. Summarize on a separate sheet how the proposed use will positively impact the district.

Please Note: The Town of Warsaw may grant a permit with suitable regulations and safeguards, known as conditions, as it deems appropriate. Conditional use permits are for an indefinite period unless a condition is imposed specifying a shorter duration. Such permits shall run with the land unless the Town imposes a more restrictive condition regarding succession to rights in the permit.

Part 2D

Rezoning – (Amendment to the zoning district map) – These are heard by the Planning Commission which makes a positive or negative recommendation to the Town Council. Only the Town Council has the authority to grant or deny amendments to the Zoning Map.

1. Existing Zoning: C-1
2. Proposed Zoning: Conditional use
3. Existing Use: empty
4. Proposed Use: Smoke and vape
5. Are development plans submitted with this application? ☐ Yes ☒ No
6. Estimated completion date of project: August 2025
7. Attach information concerning the use of public utilities, traffic impact, parking, signage, survey, etc.
8. Summarize how the project relates to the Comprehensive Plan.

Part 3 – To be completed by ALL applicants

Part 3A

Affidavit – This part of the application must be notarized. Do not sign until in the presence of a Notary Public.

To the best of my knowledge, I hereby affirm that all information in this application and any attached material and documents are true:

Printed Name of applicant: Same Hamond

Signature of applicant: [Signature] Date: 6/8/2022

Signed and sworn before me on this: _____ attached

Signature of Notary: _____

Checklist:

- ✓ The required fee must accompany this application. A fee schedule is attached for your convenience. Checks must be made payable to: "Town of Warsaw Treasurer".
- ✓ Enclosed with the application a copy of the appropriate tax map with the property marked and, if available, a survey plat of the entire parcel.
- ✓ Enclose any required plans or plats
- ✓ Enclose with this application any additional information to assist with review and determination
- ✓ All pertinent sections of this form have been filled out

For Office Use Only

Received by: [Signature] Date: 6/4/24 Fee Paid: ☐ Y ☐ N

Complete: ☒ Yes ☐ No Date: 6/4/24

If no, what needs to be added: _____

Date Action Taken by PC: 7/2/24 Date Action Taken by BZA: N/A

Date Action Taken by Council: 7/9/24 Final Decision: ☐ Approval ☐ Denial

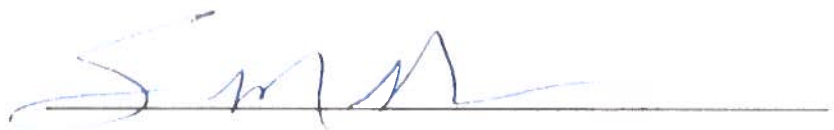
Tentative

VIRGINIA NOTARY ACKNOWLEDGMENT

Commonwealth of Virginia

County of Hampton

The foregoing instrument was acknowledged before me this 2 day of June,
2024, by Same Hamood (name of person acknowledged).



Signature of Notarial Officer

Notary Registration Number: 00380041

My Commission Expires: 9/30/2029

(Seal)



Permit Fees	
Appeal Administrative Decision	\$ 250
Amendment to Zoning Ordinance	\$ 300
Appeal	\$ 200
Conditional Use Permit	\$ 300
Rezoning	\$ 200
Variance	\$ 300
Tower or Tower Co-Location	\$1,000

TOWN OF WARSAW
P.O. Box 730
Warsaw, VA 22572-
(804)333-3737

PAYMENT

Date: 5/4/2026
Time: 2:09 PM

WARSAW SMOKE & VAPE CUP26-03 HAMOOD, SAME 1
32 COURT CIR

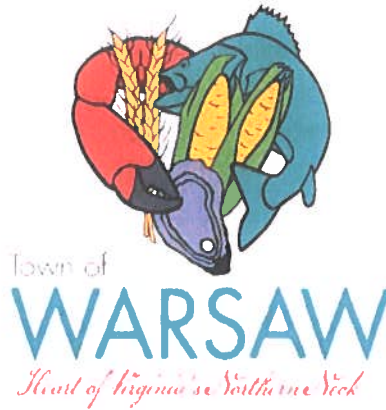
CONDITIONAL USE PERMIT 16A4(A)32

Cash: \$300.00
Check: \$0.00
Charge: \$0.00
MoneyOrder: \$0.00
Total Fee: \$300.00
TOTAL PAID: \$300.00
Charge Due: \$0.00

1 300 PERMITS & FEES \$300.00

Operator: 3
Receipt#: 59178

THANK YOU!



MEMORANDUM

TO: Warsaw Town Council

FROM: Joseph N. Quesenberry, Town Manager

DATE: 07/09/2026

RE: Town Manager's Report

Dear Council Members,

Please find my Town Manager's report for the month of June and the beginning of July. As always, please let me know if you have any questions or wish to discuss any items further.

1. Fourth Fridays Concert Recap

The weather held off and we had one of our largest turnouts ever for our Fourth Fridays Concert on Friday, June 26th at the Town Park. Hundreds of residents and visitors came out to enjoy Soul Expressions. We thank Council Member Self for opening the concert and for our Town staff that worked at the event.

2. Economic Development Update

Town staff recently completed the initial review of the storage facility and future commercial pad site adjacent to McDonald's. We hope to see construction activity sometime in the Fall of this year. We welcome T-Boyees Restaurant to Main Street and look forward to working with them as they fully open in the former Wardico building. We continue to work on project Shad, which we will briefly discuss later within the agenda. The RCC Health Sciences Building is coming along nicely and is currently running head of schedule. The Quality Inn is under new ownership and is slated to undergo approximately \$70,000 - \$80,000 in renovations within the coming months. Other small projects are within the pipeline and we hope to be able to provide additional details soon!

3. Town Hall Signage

We have recently installed bronze letters on the front of Town Hall to assist residents and visitors in more easily identifying our building. We have also ordered smaller letters that will be placed outside of the Council Chambers and Administrative Offices to help better direct visitors when they visit. We think they turned out great and are part of our continued efforts at slowly improving our office.

4. Remote Water Meter System

Warsaw is one of the last localities in the area that still relies on antiquated methods to determine monthly water and sewer billing. Some meters are several decades old and thus are inaccurate in their readings, leading to reduced revenue and inequities in billing. This also negatively impacts our Groundwater Withdrawal permit, as we do not have a truly accurate figure to provide to VDH when requesting greater water withdrawals as we grow in population and in our commercial/industrial sectors. We have recently held discussions with Master Meter to install new digital meters that can be retrofitted into our existing hardware, helping to lower costs of the project. We are having five (5) test meters installed to determine if this will integrate well with our existing software and hardware systems. We will keep you posted as this project progresses.

5. "Jake Brake" Ordinance Update

We have submitted our request for a model ordinance to the Town attorney to be drafted for our review. Once received, we will send this to

the Ordinance committee and Chief of Police for discussions and a recommendation to full Council.

6. Richmond County Fair

As a reminder, the Richmond County Fair will operate from Tuesday, July 14th through Saturday, July 18th. Make sure to stop by and support this great local tradition!

7. Thank you!

On behalf of the Town Staff, we thank you for the cost-of-living adjustments that were approved within the new operating budget. These increases help us to maintain a happy and productive staff and show our commitment in fostering a positive work environment and culture that focuses on the employee. We have a great team at the Town of Warsaw, and this will assist us in maintaining said team and the momentum that we have.



WARSAW

POLICE DEPARTMENT

★ MONTHLY ACTIVITY REPORT ★

JUNE 2026



CALLS FOR SERVICE

651



SIGNIFICANT INCIDENTS

10



TRAFFIC ACTIVITY

78



COMMUNITY ENGAGEMENT

582



SIGNIFICANT INCIDENTS / CHARGES

DATE	CASE #	OFFENSE	CLASSIFICATION
06/02/2026	2026-000058	Found Property: Cell Phone	Report
06/05/2026	2026-000059	Verbal Dispute: Non-Violent	Incident
06/13/2026	2026-000061	18.2-119: Criminal Trespass	Misdemeanor
06/15/2026	2026-000062	Found Property: Wallet	Report
06/16/2026	2026-000063	Unruly Juvenile	Incident
06/17/2026	2026-000064	19.2-306: Probation Violation	Felony
06/18/2026	2026-000065	18.2-308.2: Felon Poss Firearm	Felony
06/18/2026	2026-000066	18.2-60: Threats in Writing	Felony
06/29/2026	2026-000068	18.2-137: Destruction of Property	Misdemeanor
06/29/2026	2026-000069	19.2-306: Probation Violation	Felony



TRAFFIC ENFORCEMENT

78

	Driving on Suspended/Revoked License	4
	No Insurance	1
	Distracted Driving	8
	Speeding	30
	Expired Inspection	6
	Seatbelt	4
	Expired/Improper VA Registration	1
	Town Citations Issued	4
	All Other Traffic Summons	8
	Traffic Crashes	6



COMMUNITY ENGAGEMENT

582

	Neighborhood Select Patrols	126
	Business Checks	384
	Directed Patrols	69
	Community Events	3

*Focused on visibility, neighborhood reassurance,
and business outreach across
the Town of Warsaw.*



Joseph N. Quesenberry
Town Manager

Melissa Coates
Assistant Town Manager

Julia Blackley – Rice
Treasurer & Clerk

Sean L. Peterson
Chief of Police

Sands Anderson Law
Town Attorney



COUNCIL MEMBERS

Randall L. Phelps - Mayor

Paul G. Yackel - Vice Mayor

Mary Beth Bryant

Jonathan English

Daphne Palmore

Ralph W. Self

Patrick Stone

Robert Walters

78 Belle Ville Lane, Warsaw, VA 22572 | P.O. Box 730 | Phone - (804) 333-3737 | <http://www.townofwarsaw.com>

TO: Warsaw Town Council

FROM: Jesse Schools, Director of Public Works

DATE: 7/9/2026

RE: Public Works Report

Dear Council Members:

Please find my Public Works Report for the month of June. Please let me know if you have any questions or concerns.

-WWTP

Monthly Numbers

Average daily Influent flow for June – 182,000 gallons, a decrease of 15,800 gals from the month of May average daily flow.

Maximum influent flow for June – 210,000 gallons, a decrease of 34,100 gals from the month of May max flow.

Nutrient Sampling Results

For June the average effluent Total Nitrogen (TN) concentration was 1.61 mg/l, within the limits of our permit.

For June the average effluent Total Phosphorus (TP) concentration was 0.08 mg/l, within the limits of our permit.

Monthly Operations and Maintenance

Repairs were made to the underground electrical service wire that controls our diversion valve and flow meter.

Operators surveyed and cleaned all UV lamps.

Plant generator fuel tank was topped off in preparation for hurricane season.

Repairs were made to our headworks grit auger.

Plant staff assisted the water department with recording water meter readings.

Operators serviced plant equipment as to our preventive maintenance program.

Staff inspected our plant fire extinguishers.

Joseph N. Quesenberry
Town Manager

Melissa Coates
Assistant Town Manager

Julia Blackley – Rice
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Plant site was mowed and trimmed.

Plant effluent samples collected and analyzed during June met all permit discharge limits.

Lastly, I would like to congratulate Tanner France on earning his Class IV Wastewater operator's license. Mr. France worked very hard on this, and we are all so proud!

-Water Department

Attached you will find the Water Loss Report, for the month of June we are at a 4% water loss. Department staff did daily chlorine checks of all four wells, along with two random samples each day throughout town.

Completion of state selected bacteria samples; all results came back absent.

Pump Station 4 generator radiator failed on us. The radiator has developed a hole, should be fixed this week and back going.

All town owned generator tanks were filled as we enter the stormy season of the year.

Completed all Miss U's that came in for the month of June.

Staff also installed the "Warsaw Town Hall" letters here on the council chambers.

-Refuse Department

For the month of May town staff made 15 trips to the landfill totaling 134 tons or 268,000 pounds of trash.

-Public Works (Maintenance)

Staff assisted with Monday and Thursday residential trash pickup.

Assisted with recording of monthly water meter readings.

Took care of the bathrooms and grounds at the Town Park.

Watering all spring plantings in town.

Cutting all grass at Town owned facilities.

Staff finished hanging our 250th anniversary banners on the acorn lights.

Replaced both fountains at the bounds.

Prepared and worked the 4th Friday concert.

Monthly Water Loss Report

Section 7, Item d.

Water System: **Town Of Warsaw**

For the Month of: **June** Year: **2026**

Water Produced this month: **5,694,700** gallons

Water Purchased this month: gallons

A: Total Water Produced and Purchased = **5,694,700** gallons

Sold: Residential **5,367,481** gallons

Total Sold = **5,367,481** gallons

B: Difference: (Produced+Purchased) - Sold = **327,219** gallons

% Difference = **6 % total water loss**

Gallons of Water Accounted For:

Breaks (Estimated Total)	15,000 gallons
Hydrant Flushing	0 gallons
Storage Tank/Clearwell overflow	0 gallons
Fire Hydrant Use	15,000 gallons
Fire Department Use	0 gallons
Leak adjustments	0 gallons
Maintenance shop	5,000 gallons
Sewer jetting	4,500 gallons
Town watering flowers	30,000 gallons
Office/Police Dept.	3,000 gallons
Pool	 gallons

C: Total Gallons Accounted For = **72,500** gallons

Loss: Unaccounted-for Water: (B-C) = **254,719** gallons

% Loss: Unaccounted-for Water: (B-C)/A % = **4 % unaccounted - for loss**

Gallons / Day Loss =

Gallons / Minute Loss =

30 days in billing period

8,491 gallons/day

6 gallons/min.

This spreadsheet is a product of the Technical Assistance Center for Water Quality at Western Kentucky University and the Kentucky Rural Water Association. Feel free to contact us at (270) 745-5948 or at <http://water.wku.edu/>. This spreadsheet may be freely distributed. Please let us know if you use it, like it, or have suggestions for improvement!

Breakdown by Housing Code



- ESSEX 2
- FEDERAL 240
- GLOUCESTER 80
- GOOCHLAND 1
- MID PEN RJ-Middlesex 2
- NORTHUMBERLAND 13
- PRE-TRIAL 1
- RICHMOND 19
- SPOTSYLVANIA 1
- U.S. Marshal - Alexandria 13
- U.S. Marshal - DC District 85
- U.S. Marshal - DC Superior 14
- U.S. Marshal - Norfolk 9
- U.S. MARSHAL - RALEIGH 37
- U.S. Marshal - Richmond 67
- U.S. MARSHAL MIDDLE DIST, N.C. 15
- WESTMORELAND-NNRJ 49
- WILLIAMSBURG 1



TOWN OF
WARSAW
VIRGINIA

Search

Bids / RFPs

74 Main Street Market Project

UPDATE AS OF 6/26/2026: THE DEADLINE FOR SUBMISSION HAS BEEN EXTENDED TO JULY 14, 2026 AT 12:00 PM.

PROJECT NARRATIVE

The Town of Warsaw (TOW) is seeking sealed bids from qualified construction project management firms for the development to the existing building. The Warsaw Community Market is a concept that illustrates plans to renovate and revitalize the existing building located at 74 Main Street in Warsaw, Virginia. The building is located in the heart of downtown Warsaw and aligns perfectly to the Downtown Revitalization Plan. One of the main goals of the project is to create an indoor community market and restaurant space that will serve the Warsaw Community for years to come.

PROJECT TIMELINE

Target Start: Upon award and permitting

Construction Duration: 6 months, with concurrent construction of all buildings

Target Substantial Completion / Occupancy: December 15, 2026

PROPOSAL SUBMISSION:

The proposal should be organized according to the following format. Information should be concise and specific to address each request.

1. Letter of Interest

2. Contractor Qualifications

3. Relevant Projects

- Include a summary of 3 projects that are relevant to this proposal

4. Proposed Project Team

- Include CV's for Estimator, Project Manager, Site Superintendent

5. Proposed Schedule of Values

- A schedule of values for each building is required and should follow the format on page 8

6. Proposed Project Schedule

- Include critical path procurement lead times and other critical path activities

7. List of subcontractor bidders

8. Sample Change Order Request Form

- Including quantities, unit price, and subcontractor quote backups

[Click here for the 74 Main Street Market Project Documents](#)

Sealed Bids should be submitted via mail to:

The Town of Warsaw, VA

C/O Joseph Quesenberry

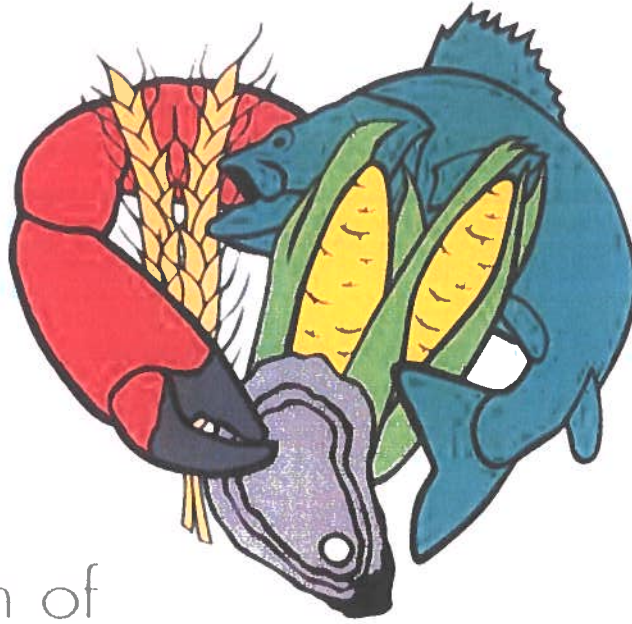
P.O. Box 730, Warsaw, VA 22572

Or in person at:

Town of Warsaw, VA

78 Belle Ville Lane, Warsaw, VA 22572

Economic Development



Town of

WARSAW

Heart of Virginia's Northern Neck

Economic Incentive Grant Program



Program Details and Application



Warsaw Economic Incentive Program



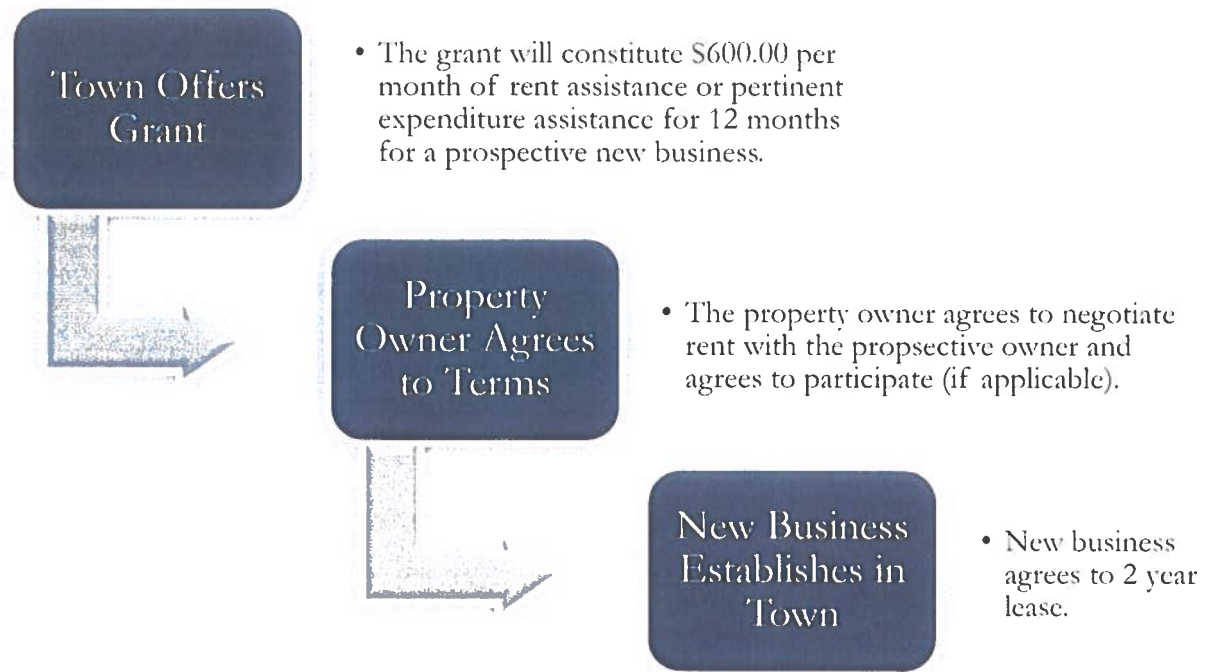
Warsaw's Commitment to Growth

The Warsaw Town Council is committed to an aggressive economic development strategy that addresses many of the core issues found within Town. Through tireless efforts, Town staff have successfully applied for millions in grant funds that assist in the revitalization of our Main Street corridor, downtown, and other areas of concern.

Both Council and staff have now recognized an urgent need in addressing vacancy rates of commercial establishments across Town. To counter this gradual loss of commercial activity, the Town is partnering with the University of Mary Washington Small Business Development Center – Warsaw Center and the Warsaw Richmond County Chamber of Commerce to implement one of the most aggressive and innovative economic vitality projects in the State of Virginia.

Economic Incentive Program

The Economic Incentive Program (EIP) is a formulated strategy that combines public sector, nonprofit, and private sector tools and talents to foster an engine for growth. The formula will be competitive and will require applications from the various existing and prospective business owners across Town. The Town Council, after an objective review process, will then award one new business per year a grant that will subsidize rent for one (1) year, creating a reduced rent location for a new establishment within Town, or to be used towards pertinent business expenditures (reimbursement based). The parameters of the grant are, as follows:



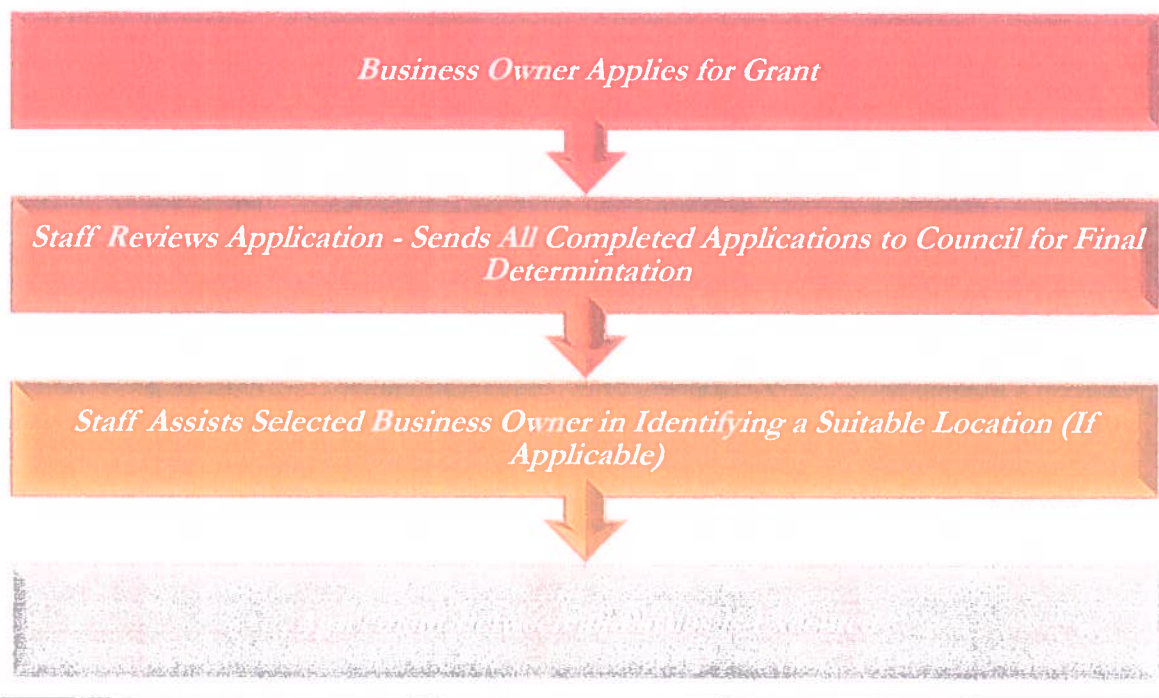
1. **Town Incentive** – The Warsaw Town Council will offer a grant of no greater than \$600.00 per month (\$7,200 / year) to a prospective business applicant seeking to locate within the Town of Warsaw in order to subsidize the cost of rent for one (1) year for a vacant commercial property in Town, or to assist in capital expenditures that are directly related to the daily operations and functions of the business. The business entity must sign on to a negotiated two (2) year lease with a property owner. The property owner shall only charge for any utilities specifically used by the new tenant. Any breach of these terms will result in a forfeiture of the grant and a repayment of any funds expended by the Town. Any property owner that charges any rent beyond the negotiated terms will be held liable for refunding said charges to the business owner and shall be held liable for any expenditures or legal fees due to breach of contract.
2. **Small Business Development Center Incentive** – The University of Mary Washington SBDC – Warsaw Center will offer a wide array of services including free workshops, free training, and monthly financial planning and review. The new establishment must attend monthly financial advisement meetings with the SBDC staff in order to qualify for this grant.

3. **Warsaw Richmond County Chamber of Commerce** – The WRC Chamber will offer multiple incentives, such as a free Chamber Membership for the first year, a free vendor spot at Warsawfest and Pickin' in the Park, free marketing and advertising, will hold one (1) Chamber After Hours at the new establishment, will negotiate with local vendors for lower rates on local goods and services, will hold a free ribbon cutting and press release, etc. The new establishment must attend no less than two (2) Chamber sponsored networking events.

Outcomes of the Program

The Town Council and staff feel strongly that this program will lead to an innovative pattern of growth within the Town of Warsaw. In order to maintain Council's vision of renewed economic prosperity, this grant provides small business with an opportunity that other localities do not or cannot offer. Each year, a new small business will begin, grow, and develop within the Town, filling our storefronts, providing jobs, and pumping capital back into the local economy. We believe this program will be a resounding success and will become a template for other economically aggressive communities across the Commonwealth.

Administrative Process



Date Received:
____/____/____



Economic Incentive Grant Application

Applicant Information

1. Applicant Name Paige C Totaro
First M.I. Last
2. Applicant Phone Number 703-944-0331
3. Applicant Mailing Address PO Box 322, Warsaw, VA 22572
4. Applicant Physical Address 156A Main Street, Warsaw, VA 22572
5. Applicant Email Address paigeconnertotaro@gmail.com
6. Business Name River Arts Garage, Inc.
7. DUNS Number 9applied for)
8. Business Tax Identification Number 42-2883980
9. Number of Full-Time Employees (Current) 0 (Proposed) 0

10. Number of Part-Time Employees (Current) 1 (Proposed 1)

11. How long has the business been in operation? new business

12. Estimate your current (if existing) or proposed gross sales: \$ 21700, proposed

Supplemental Comments and Questions

13. What is the Primary Function / Purpose of the Establishment?
River Arts Garage will function as an arts center, offering art classes,
art exhibits, performances, open workshop time, and retail sales.

14. In what ways do you think this will benefit the Town of Warsaw?
RAG will bring traffic to the downtown area whenever there are art classes
and special events, which we hope to have on a weekly basis from the start.
RAG will offer community space for meetings, birthday parties, and other
activities such as poetry readings, writing groups, book clubs, etc.

15. In what ways do you plan to initially fund your operation?
Initially, the organization will be funded via grants from both the town of Warsaw
and Richmond County, as well as contributions from the initial board members.

16. In what ways do you plan to fund your operation after the rent-free year?
Going forward, we anticipate income from class registrations, space rental,
fundraising events, grants, and memberships.

Acknowledgments

Do You Acknowledge the Following (Circle Yes or No):

- a) That You Will be Required to Work with Both the SBDC and Chamber per Terms of Contractual Agreement ~~X~~ YES / NO
- b) That You Must Sign on to a Two (2) Year Lease ~~X~~ YES / NO
- c) That any Breach of Contract Will Result in Financial Restitution to the Town of Warsaw ~~X~~ YES / NO

The applicant is reminded that this application shall be considered public record of the Town of Warsaw.

PCT I am the authorized agent (Please Initial)

06/10/2026 /
Date

Roger L. T. [Signature]
Signature of Applicant

Property Information

1. Property Street Address156A Main Street, Warsaw, VA 22572
2. Property Tax Map Number
3. Property Zoning Designation
4. Property Description (*Acreage & Assessed Value*)
5. Building Square Footage
6. Vacant Square Footage
7. Is the Building Equipped for a Specific Purpose? (Restaurant, Paint Shop, etc.)
8. Other Information (Liens, Structural Issues, etc.)

Date Received

6/ / 26



Economic Incentive Grant Application

Applicant Information

1. Applicant Name Kelly C Hathaway
First M.I. Last
2. Applicant Phone Number 757-761-0566
3. Applicant Mailing Address 3139 Farnham Creek Rd, Warsaw, VA 22572
4. Applicant Physical Address 1516 Main St.
5. Applicant Email Address southernrootsmarketva@gmail.com
6. Business Name Southern Roots Market
7. DUNS Number _____
8. Business Tax Identification Number 33-2792594
9. Number of Full-Time Employees (Current) 2 (Proposed) 4

10. Number of Part-Time Employees (Current) 1 (Proposed 3)

11. How long has the business been in operation? start up

12. Estimate your current (if existing) or proposed gross sales: \$ _____

Supplemental Comments and Questions - *SEE ATTACHED*

13. What is the Primary Function / Purpose of the Establishment?

14. In what ways do you think this will benefit the Town of Warsaw?

15. In what ways do you plan to initially fund your operation?

16. In what ways do you plan to fund your operation after the rent-free year?

Acknowledgments

Do You Acknowledge the Following (Circle Yes or No):

- a) That You Will be Required to Work with Both the SBDC and Chamber per Terms of Contractual Agreement? YES / NO
- b) That You Must Sign on to a Two (2) Year Lease? YES / NO
- c) That any Breach of Contract Will Result in Financial Restitution to the Town of Warsaw? YES / NO

The applicant is reminded that this application shall be considered public record of the Town of Warsaw.

MC I am the authorized agent (Please Initial)

6 / 23 / 24
Date

Kelly C. Hathaway
Signature of Applicant

Property Information

- 1. Property Street Address 156 MAIN ST.
- 2. Property Tax Map Number 16A2(5) BKB-1
- 3. Property Zoning Designation C-1
- 4. Property Description (Acreage & Assessed Value) 4.163K
- 5. Building Square Footage 5,500
- 6. Vacant Square Footage 5,500 / 4000 sq ft. - Southern Pools Market
- 7. Is the Building Equipped for a Specific Purpose? (Restaurant, Paint Shop, etc.)
NO
- 8. Other Information (Liens, Structural Issues, etc.)
N/A

13. What is the Primary Function/Purpose of the Establishment?

Southern Roots Market is a locally owned specialty market focused on providing fresh, locally-sourced, and high-quality food products to residents and visitors of the Town of Warsaw. The market will offer fresh produce, specialty meats and cheeses, baked goods, grab-and-go meals, take-and-bake items, and products from local farmers, artisans, and small businesses.

In addition to serving as a retail market, Southern Roots is intended to create a welcoming community-focused space that supports local agriculture, encourages small business growth, and contributes to the revitalization and beautification of the downtown area.

14. In what ways do you think this will benefit the Town of Warsaw?

Southern Roots Market will benefit the Town of Warsaw by helping increase economic activity in the downtown area, attracting both residents and visitors, and encouraging people to shop locally. The business will help fill a need for fresh food options and specialty products while creating a unique destination that reflects the character and culture of the community.

The market also plans to support other local businesses, farmers, food producers, and artisans by offering opportunities to sell their products and participate in special events such as seasonal and open-air markets. We hope to create a space that encourages community engagement, strengthens local partnerships, and contributes positively to the appearance and long-term growth of downtown Warsaw.

Additionally, the project involves improving and restoring a currently underutilized storefront, helping enhance the overall visual appeal of the business district.

15. In what ways do you plan to initially fund your operation?

The initial funding for Southern Roots Market will come from a combination of personal investment, business revenue from our existing food service operations, sweat equity through self-performed renovations, and grant opportunities designed to support small business development and downtown revitalization.

We also plan to carefully manage startup costs by utilizing refurbished equipment where appropriate, completing portions of the renovation work ourselves with the help of local contractors and family support, and opening in phases to allow the business to grow sustainably.

16. In what ways do you plan to fund your operation after the rent-free year?

After the rent-free year, Southern Roots Market plans to sustain operations through ongoing business revenue generated from retail sales, prepared foods, baked goods, specialty products, vendor partnerships, and community events. As the business grows, additional revenue opportunities may include seasonal markets, catering, pre-orders, and collaborations with other local businesses.

Our goal is to establish a financially sustainable operation by maintaining controlled overhead costs, diversifying revenue streams, and building a loyal customer base within the community and surrounding areas. We believe the first year of assistance will provide a critical foundation that allows the business to become stable and self-supporting long-term.

Date Received:

___/___/___



Economic Incentive Grant Application

Applicant Information

1. Applicant Name Stephanie H White
First M.I. Last

2. Applicant Phone Number 540-498-3191
Personal

3. Applicant Mailing Address 12346 Kings Hwy Montross, VA 22520
Business
622 main st
Warsaw, VA 2257

4. Applicant Physical Address 723 C Hamilton Blvd. Warsaw, VA 2257

5. Applicant Email Address hope@wellnessplace1.com

6. Business Name Hope & Wellness Place

7. Business Tax Identification Number 41-3995020

8. Number of Full-Time Employees (Current) 1 (Proposed)

9. Number of Part-Time Employees (Current) (Proposed) 1

10. How long has the business been in operation? June 1, 2026

11. Estimate your current (if existing) or proposed gross sales: \$ 50,000 to 60,000

Supplemental Comments and Questions

12. What is the Primary Function / Purpose of the Establishment?

Provide Mental Health Services for
the Northern Neck and surrounding
areas.

13. In what ways do you think this will benefit the Town of Warsaw?

Bringing people to the area for services
with the potential to bring them to the
surrounding businesses and restaurants.

14. In what ways do you plan to initially fund your operation?

From my savings and from payments
received from providing services. The
grant if selected would allow for advertising
and establishing programs that can help
the citizens of the town and surrounding areas.

15. In what ways do you plan to fund your operation after the rent-free year?

Continuing to provide services
and address the needs of my clients.

Acknowledgments

Do You Acknowledge the Following (Circle Yes or No):

- a) That You Will be Required to Work with Both the SBDC and Chamber per Terms of Contractual Agreement? YES / NO
- b) That You Must Sign on to a Three (3) Year Lease? YES / NO
- c) That any Breach of Contract Will Result in Financial Restitution to the Town of Warsaw? YES / NO

The applicant is reminded that this application shall be considered public record of the Town of Warsaw.

SHW I am the authorized agent (Please Initial)

06 / 18 / 2026

Date

Stephanie Lopez W.

Signature of Applicant

Property Owner Information

(Filled out upon property selection)

1. Property Street Address 723 Hamilton Blvd, Warsaw, VA
2. Property Tax Map Number ~~16A2(4)1~~ 16A2(4)1
3. Property Zoning Designation Commercial
4. Property Description (Acreage & Assessed Value) 5789 \$188,815
5. Building Square Footage 1612
6. Vacant Square Footage 572
7. Is the Building Equipped for a Specific Purpose? (Restaurant, Paint Shop, etc.)
Professional office
8. Other Information (Liens, Structural Issues, etc.)
I do hold a mortgage on this property
that is less than the property value

Supplemental Comments and Questions

1. Briefly describe why you wish to participate in this grant:
To assist Ms. White get established in her practice
as this would be the only one in Warsaw

2. Briefly describe why this is a business you would like to see in your property:

I've done a lot to upgrade this building /
property for professional use. Again it would
provide a service to benefit the town.

Acknowledgments

Do You Acknowledge the Following (Circle Yes or No):

- a. That You Shall **Not** Charge More than \$600.00/Month in Rent for the First Year of This Agreement? YES / NO
- b. That the Town Will Negotiate a Lease Between You, the Property Owner, and the Prospective Business? YES / NO
- c. That This Lease Shall Not be for Less Than Three (3) Years in Length? YES / NO
- d. That the Town will Enter into a Legally Binding Agreement with You to Ensure These Terms Shall be Met? YES / NO
- e. This Grant Shall Not be Used to Sub-let From any Entity. YES / NO

The applicant is reminded that this application shall be considered public record of the Town of Warsaw.

MS I am the authorized agent (Please Initial)

6 / 10 / 26
 Date

Signature of Applicant

Mary H. Sudduth
 Mary H. Sudduth