



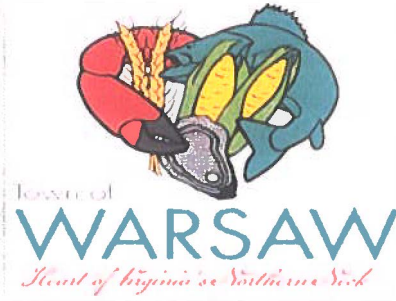
Town Council Meeting Agenda

October 08, 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 – September 2026
 - [c.](#) Financial Report – September 2026
4. **Public Comment**
5. **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
 - [h.](#) Main Street Program Report
6. **Old Business**
 - [a.](#) Project Updates
 - i. 74 Main Street
 - ii. Gateway Beautification Project
7. **New Business**
 - [a.](#) Business Improvement Grant Applications - Beauty Bungalow, Warsaw Baptist Church
 - [b.](#) Woodland Heights Road Discussion & Citizen Petition
 - [c.](#) Designation of Halloween Trick-or-Treat Hours - Police Coverage
 - [d.](#) John P. Hanbury Award - The Saddlery Foundation
8. **Closed Session - § 2.2-3711 {A}3 - Real Property - Downtown Redevelopment Project**
9. **Council Members - Closing Comments**
10. **Adjournment**



Town Council Agenda

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 - a. Mayor's Report
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 - c. Police Chief's Report
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 - e. Council Committee Reports
 - f. Planning Commission Report
 - g. Northern Neck Regional Jail Report
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9. Council Members - Closing Comments
10. Adjournment

**MINUTES
WARSAW TOWN COUNCIL
REGULAR MEETING
SEPTEMBER 10, 2026 - 6:00 P.M.**

The Warsaw Town Council held its regular meeting on Thursday, September 10, 2026, at 6:00 p.m. in the Council Chambers at 78 Belle Ville Lane, Warsaw, Virginia. Council members present were Mayor Randall L. Phelps, Vice-Mayor Paul G. Yackel, Mary Beth Bryant, Patrick Stone, Daphne Palmore, and Ralph Self. Councilmen Jonathan English and Bobby Walters were absent.

Town staff present included Town Manager Joseph Quesenberry, Assistant Town Manager Missy Coates, Police Chief Barry Radden, Director of Public Works Jesse Schools, and Treasurer & Clerk Julia Blackley-Rice.

CALL TO ORDER

Mayor Phelps called the meeting to order at 6:00 p.m.

APPROVAL OF CONSENT AGENDA

At the request of Councilman Stone, Council amended the agenda to add a moment of silence in remembrance of the victims of the September 11, 2001, terrorist attacks immediately following approval of the agenda. Upon motion duly made and seconded, Council approved the consent agenda as amended. The motion carried unanimously with the following votes:

Randall L. Phelps	Aye	Paul G. Yackel	Aye
Mary Beth Bryant	Aye	Patrick Stone	Aye
Daphne Palmore	Aye	Ralph Self	Aye

SEPTEMBER 11 REMEMBRANCE

Council and those in attendance observed a moment of silence in honor of the victims and families affected by the September 11 attacks. Mayor Phelps invited members to reflect on where they had been when the attacks occurred. Council members and staff shared personal recollections of learning of the events while at work, school, or traveling. Mayor Phelps recalled being at a corporate meeting in Connecticut and the extended drive home through widespread emergency response activity and heightened security. The discussion emphasized the lasting national and personal impact of the tragedy.

PUBLIC COMMENTS

Mayor Phelps opened the floor for public comment. No one requested to speak, and the public comment portion of the meeting was closed.

MAYOR'S REPORT

Mayor Phelps deferred his formal report and offered additional comments later in the meeting during project updates and closing remarks.

TOWN MANAGER'S REPORT

Mr. Quesenberry thanked Council members and Town staff who attended the ribbon-cutting ceremony for the new basketball courts at Rappahannock Community College. He stated that the completed improvements strengthened the Town and County recreational complex, which now includes tennis courts, basketball courts, sand volleyball, baseball and softball facilities, and walking trails. He recognized the partnership among the Town, Richmond County, and Rappahannock Community College and commended Councilman Stone for his remarks and participation during the ceremony.

Mr. Quesenberry reported continued positive momentum toward development of a boutique hotel in the downtown area. He emphasized that a hotel and other short-term lodging would bring outside revenue and visitors into Warsaw, support downtown businesses, and improve the resilience of the local economy. The matter was scheduled for additional discussion in Closed Session.

Town leadership recently participated in a retreat in Council Chambers facilitated by Emily Ruth Zellos. Participants reviewed Myers-Briggs personality-type results and discussed communication methods, collaboration, and respectful decision-making. Mr. Quesenberry stated that the exercise was productive and that the leadership team intended to apply the information to strengthen internal working relationships and organizational service.

Mr. Quesenberry also updated Council on delinquent obligations associated with the former Old Rappahannock businesses. Town counsel planned to initiate legal action within approximately 30 days to recover past-due meals taxes, water and sewer charges, and the outstanding Industrial Revitalization Fund loan. Staff estimated the combined amount owed to the Town at approximately \$100,000. Mr. Quesenberry said collecting these public funds remained a high priority and that the court date would be shared with Council once established.

Finally, Mr. Quesenberry announced that Holleigh Fogarty had been selected as the Town's new Finance Manager. He noted her broad local- and state-government experience, including service with Virginia ABC, the Virginia State Police, and the Richmond County Commissioner of the Revenue. Ms. Fogarty would be formally introduced at the October Council meeting. A copy of the Town Manager's written report is included with these minutes as Attachment 1.

POLICE CHIEF'S REPORT

Chief Radden referred Council to the monthly Police Department activity report included in the meeting packet. He reported that departmental operations were proceeding smoothly, personnel were healthy, and staff continued consolidating equipment and functions at the department's facility. In response to Council questions regarding two reported incidents occurring on the same day, Chief Radden and Council briefly discussed information associated with the service-station activity reflected in the report.

Chief Radden confirmed that Officer Jose Martinez had been hired and was scheduled to enter the law-enforcement academy in October. Council expressed interest in meeting the new officer. A copy of the monthly Police Department report is included with these minutes as Attachment 2.

DIRECTOR OF PUBLIC WORKS REPORT

Mr. Schools reported that the Wastewater Treatment Plant's average daily influent flow for August was 205,600 gallons, an increase of 1,100 gallons, while the maximum daily influent flow was 245,900 gallons, a decrease of 57,200 gallons. Average effluent total nitrogen was 2.28 milligrams per liter, and average effluent total phosphorus was 0.09 milligrams per liter. Plant

effluent samples collected and analyzed during August met all permit discharge limits. The Water Department also completed third-quarter groundwater monitoring at all six monitoring wells, and Fidelity Power Systems performed the scheduled inspection and service of the treatment-plant generator.

The Water Department reported approximately 3% water loss for August and completed the utility-marking requests received during the reporting period. Staff distributed ten lead-and-copper sampling kits to state-selected locations and collected raw-water samples from each of the Town's four wells. Although staff prepared the written report before receiving laboratory results, Mr. Schools advised Council that all results had since been returned and were satisfactory. Public Works also installed five cellular water meters. Once the supporting software is available, staff will evaluate the meters' remote-reading and monitoring capabilities.

The Refuse Department made 15 landfill trips during July and disposed of approximately 140 tons, or 280,000 pounds, of refuse. Maintenance personnel assisted with Monday and Thursday residential refuse collection, watered public flowers, continued edging and cleaning sidewalks, repaired a broken irrigation main, and installed a memorial planting at the Town dog park in memory of Rebecca Hubert. Additional landscaping and a permanent memorial element were planned, with further recognition anticipated during Warsaw Fest. A copy of the monthly Public Works report is included with these minutes as Attachment 3.

COUNCIL COMMITTEE REPORTS

No Council committee reports were presented.

PLANNING COMMISSION REPORT

No Planning Commission report was presented.

NORTHERN NECK REGIONAL JAIL REPORT

Vice-Mayor Yackel reported that members of a Virginia legislative committee had visited the Northern Neck Regional Jail, received a briefing, toured the facility, and participated in a question-and-answer session. Jail leadership considered the visit constructive. One area of discussion focused on opportunities for inmates to spend time outdoors and the operational and financial challenges of expanding that access.

Vice-Mayor Yackel also summarized a presentation by the Virginia Association of Regional Jails on preserving Virginia's regional-jail governance structure. The presentation emphasized that regional and local jails are locally created, owned, and operated institutions governed through local boards rather than state prisons. It raised concerns about increasing state mandates and their effects on local authority and costs. Vice-Mayor Yackel offered to share the presentation with interested Council members. The Jail Board also discussed disposition of approximately eight surplus vehicles, most of which were older, non-operational units. The Jail Board supported selling the vehicles if purchasers could arrange removal.

MAIN STREET PROGRAM REPORT

Councilman Stone reported that the downtown public Wi-Fi project was moving forward. Required equipment had been ordered, and installation was targeted for completion by Warsaw Fest, subject to delivery and activation of the additional Breezeline connection. The system was being designed to serve approximately 100 simultaneous users, with separate networks, firewall protection, and a standard public-use acceptance screen. The team would install two exterior antennas without drilling into the historic brick facade, and wiring would follow existing security-camera routes.

The initial coverage area was expected to include the downtown parks and portions of Main Street, with potential future expansion as the 74 Main Street project is completed. Councilman Stone stated that public Wi-Fi would serve residents and visitors, support downtown businesses, and provide a modest platform for Main Street Program information and fundraising. He also announced that the Main Street Program would partner with the Richmond County Fair Association to hold the annual Trunk or Treat event at the fairgrounds. Additional event details would be released as planning continued.

OLD BUSINESS

74 MAIN STREET REDEVELOPMENT

Mr. Quesenberry reported that E.G. Construction submitted the lowest qualified bid to complete the 74 Main Street redevelopment project for \$1,261,409. He noted that affiliated personnel had successfully completed other local projects and had a positive reputation in the community. The bid included the commercial kitchen and other work necessary to complete the facility. The future restaurant tenant will contribute funding toward the project, and Treasurer & Clerk Blackley-Rice continued coordinating the required financing.

Town counsel had prepared the construction contract, which was undergoing final review. Staff anticipated authorizing the contractor to begin work at the next Council meeting, with substantial activity expected before Christmas Town, and project completion targeted for early spring. The completed property is planned to include a restaurant, event space, and farmers' market functions. Council expressed support for moving the long-delayed project into active construction.

GATEWAY BEAUTIFICATION PROJECT

Mr. Quesenberry advised that the Town would issue the request for proposals for the gateway beautification project shortly. The Town had secured approximately \$150,000 in grant funding for landscaping improvements along the commercial corridor between McDonald's and Food Lion. The concept includes coordinated tree plantings, landscaped beds at roadway crossovers, and replacement of the existing trees in front of Food Lion. Mrs. Coates explained that the selected trees would provide complementary foliage colors and would be predominantly native species. Staff anticipated selecting a qualified contractor and beginning installation in late fall or early winter. The trees were expected to be substantial specimens, generally six to eight feet tall at installation.

During the project discussion, Mayor Phelps shared that Kelly Haynie's family wished to donate a restored Santa's sleigh formerly used in the Warsaw Supermarket's Christmas display. He described the piece as a well-preserved item of local nostalgia. Town staff would contact the family to express appreciation and coordinate transfer and future use of the display.

ENGINE BRAKING ORDINANCES

Mr. Quesenberry and Chief Radden presented two related ordinances developed with Town counsel to address excessive engine-braking noise. Counsel had questioned whether a stand-alone engine-braking ordinance could be enforced under Virginia's Dillon Rule because the General Assembly had considered, but not enacted, specific enabling legislation. To provide a stronger enforcement basis, counsel recommended adoption of the proposed engine-braking provisions together with an amendment to the Town's existing noise ordinance. Chief Radden supported the combined approach following several weeks of legal research and consultation.

Chief Radden recommended a 90-day implementation period to allow the Town and Police Department to educate motorists and the public and to install signs at the principal entrances to Town. The proposal included an exception for emergency use, subject to law enforcement verification. Council discussed potential responsibility of vehicle operators and owners and emphasized that the intent was to address repeated disruptive noise affecting residential and commercial areas.

Councilman Self moved to adopt the engine-braking ordinance as presented. Councilwoman Palmore seconded the motion, which carried unanimously with the following votes:

Randall L. Phelps	Aye	Paul G. Yackel	Aye
Mary Beth Bryant	Aye	Patrick Stone	Aye
Daphne Palmore	Aye	Ralph Self	Aye

Councilman Self then moved to adopt the companion amendment to the Town's noise ordinance as presented. The motion was seconded by Councilman Stone and carried unanimously with the following votes:

Randall L. Phelps	Aye	Paul G. Yackel	Aye
Mary Beth Bryant	Aye	Patrick Stone	Aye
Daphne Palmore	Aye	Ralph Self	Aye

Councilman Self thanked Chief Radden for the additional research and persistence on an issue discussed for several years. Staff stated that appropriate signs would be installed at the primary entrances to Town during the implementation period.

NEW BUSINESS

EARTHCRAFTERS SETTLEMENT

Mr. Quesenberry presented the funding authorization necessary to conclude the Town's litigation with Earthcrafters. He explained that the contractor had asserted a claim of approximately \$6 million against the Town and that the parties had reached an amicable resolution. The Town had retained approximately \$140,000 as the contractor's final payment, and the proposed settlement required an additional amount of approximately \$25,000, for a total reserve allocation of \$165,000. The settlement agreement remained subject to confidentiality provisions. Mr. Quesenberry credited the Town's records and careful project administration with supporting the favorable resolution.

Upon motion duly made and seconded, Council authorized allocating \$165,000 from reserves for the Earthcrafters settlement. The motion carried unanimously with the following votes:

Randall L. Phelps	Aye	Paul G. Yackel	Aye
Mary Beth Bryant	Aye	Patrick Stone	Aye
Daphne Palmore	Aye	Ralph Self	Aye

Vice-Mayor Yackel moved to authorize Mayor Phelps and Town Manager Quesenberry to execute the confidential settlement agreement on behalf of the Town. The motion was seconded and carried unanimously with the following votes:

Randall L. Phelps	Aye	Paul G. Yackel	Aye
Mary Beth Bryant	Aye	Patrick Stone	Aye
Daphne Palmore	Aye	Ralph Self	Aye

CLOSED SESSION

Vice-Mayor Yackel moved that Council enter Closed Session pursuant to § 2.2-3711(A)(3) of the Code of Virginia to discuss the acquisition of real property for a downtown redevelopment project, where discussion in an open meeting would adversely affect the Town's bargaining position or negotiating strategy. The motion was seconded and carried unanimously with the following votes:

Randall L. Phelps	Aye	Paul G. Yackel	Aye
Mary Beth Bryant	Aye	Patrick Stone	Aye
Daphne Palmore	Aye	Ralph Self	Aye

RECONVENE IN OPEN SESSION

Upon returning to Open Session, Council conducted the certification required by § 2.2-3712(D) of the Code of Virginia. Each member certified, to the best of his or her knowledge, that only the real-property matter identified in the motion convening the Closed Session and lawfully exempt from open-meeting requirements was discussed. The certification was adopted unanimously by roll-call vote as follows:

Randall L. Phelps	Aye	Paul G. Yackel	Aye
Mary Beth Bryant	Aye	Patrick Stone	Aye
Daphne Palmore	Aye	Ralph Self	Aye

FORMER FUNERAL HOME PROPERTY

Councilman Stone moved to authorize the Town Manager and Mayor to enter negotiations to acquire the former funeral home property on Route 360 adjacent to Family Dollar, consistent with the financial parameters presented to Council. The motion was seconded and carried unanimously with the following votes:

Randall L. Phelps	Aye	Paul G. Yackel	Aye
Mary Beth Bryant	Aye	Patrick Stone	Aye
Daphne Palmore	Aye	Ralph Self	Aye

EXPLORATORY WATER AND SEWER SYSTEM REQUESTS FOR PROPOSALS

Mayor Phelps requested consideration to authorizing separate requests for proposals to explore a potential sale of the Town's sewer system and, independently, a potential sale of the Town's water system. He emphasized that issuance of the requests would be exploratory only and would not commit the Town to sell either utility system or otherwise determine the outcome of any future evaluation.

Councilman Self moved to authorize the Town Manager to issue a separate exploratory request for proposals for the potential sale of the Town of Warsaw sewer system and a separate exploratory request for proposals for the potential sale of the Town of Warsaw water system. The motion was seconded and carried unanimously with the following votes:

Randall L. Phelps	Aye	Paul G. Yackel	Aye
Mary Beth Bryant	Aye	Patrick Stone	Aye
Daphne Palmore	Aye	Ralph Self	Aye

COUNCIL COMMENTS

Councilwoman Bryant commented that Council had accomplished a substantial amount of work during the meeting.

Councilman Self reflected positively on the ribbon-cutting ceremony for the new basketball courts and praised the quality of the completed facility and the strong community attendance. He said Town support for community projects and programs consistently brings residents together, and he thanked everyone who participated in and supported the project.

Councilwoman Palmore expressed regret that she could not attend the recent ribbon cuttings. She welcomed Finance Manager Holleigh Fogarty and Officer Jose Martinez and looked forward to the officer's formal introduction. She also asked that the nation and the families who lost loved ones on September 11 remain in the community's prayers.

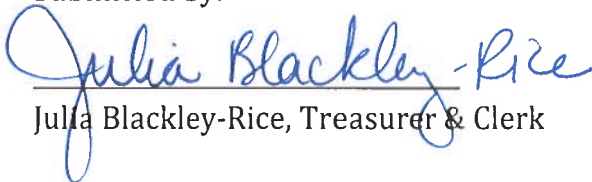
Councilman Stone encouraged the community to attend Warsaw Fest and the associated car show, expressing hope for a strong turnout and a successful downtown event.

Mayor Phelps said he shared the Town's housing-rehabilitation work with banking colleagues earlier that day, including replacing a deteriorated home and presenting the completed residence to the homeowners. He stated that those unfamiliar with the program were impressed that Warsaw had undertaken such direct work for its residents. Mayor Phelps thanked Council and staff for their continued efforts, noted that the Town accomplished significant work during a particularly busy year, and said important projects remained ahead.

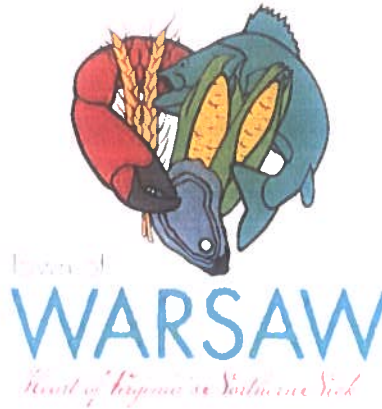
ADJOURNMENT

There being no further business, Mayor Phelps adjourned the meeting at 7:32 p.m.

Submitted by:


Julia Blackley-Rice, Treasurer & Clerk

Attachment 1



MEMORANDUM

TO: Warsaw Town Council

FROM: Joseph N. Quesenberry, Town Manager

DATE: 09/10/2026

RE: Town Manager's Report

Dear Council Members,

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

1. Basketball Court Ribbon Cutting

Thank you to the Council and Town Staff members that attended the ribbon cutting ceremony for the new basketball courts at RCC! We now have a modern sports complex with tennis courts, a basketball court, sand volleyball, baseball/softball, and walking trails, all in the heart of our downtown. We thank you for your commitment to our outdoor recreation in Warsaw & Richmond County!

2. Hotel Project

We continue to have positive movement regarding a boutique hotel project in our downtown area. As we all know, hotels and similar overnight accommodations bring outside revenue and foot traffic to our Town, helping us to provide resiliency to our small business community. We will discuss this project further in Closed Session.

3. Town Leadership Retreat

The Town was pleased to welcome Emily Groo with Zelos as we reviewed the results of our Town Leadership's Myers-Briggs Personality Type Indicator, helping us to review best methods for communication and how to move forward in a collaborative manner that's respectful of each type. We had a great time working together and look forward to utilizing these new tools to best serve our organization.

4. Old Rapp Update

As requested at last month's meeting, we have an update from our attorney regarding Old Rapp and past due meals tax remittances. The Town plans to file suit within the next thirty days for all past due meals tax collections, water and sewer bills, and for the IRF loan. As soon as the court date is set, I will send it to each of you via email. At this time, we estimate that these three (3) amounts equal nearly \$100,000 owed to the Town. This is of paramount importance to us, and we plan to exercise every avenue possible in collecting these debts.

5. Finance Manager

The Town is excited to welcome Holleigh Fogarty as our next Finance Manager! Ms. Fogarty has a vast array of knowledge within local and state government, having worked for agencies such as Virginia ABC, Virginia State Police, Richmond County Commissioner of Revenue's office, etc. We will officially welcome her in person at our next month's meeting.



WARSAW

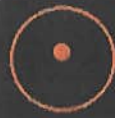
POLICE DEPARTMENT

★ MONTHLY ACTIVITY REPORT ★

AUGUST 2026

CALLS FOR
SERVICE

436

SIGNIFICANT
INCIDENTS

6

TRAFFIC
ACTIVITY

49

COMMUNITY
ENGAGEMENT

303

§

SIGNIFICANT INCIDENTS / CHARGES

DATE	CASE #	OFFENSE	BLK / STREET
08/20/2026	2026-000081	Domestic	97 Block Jones Lane
08/24/2026	2026-000082	Shoplifting	5700 Block Richmond Road
08/25/2026	2026-000083	Embezzlement	6600 Block Richmond Road
08/25/2026	2026-000084	Embezzlement	5000 Block of Richmond Road
08/25/2026	2026-000085	Wanted Person	400 Block Main Street
08/28/2026	2026-000086	Domestic	97 Block Jones Lane

TRAFFIC ENFORCEMENT

49

• Reckless Driving	2
• Distracted Driving	4
• Speeding	14
• Expired Inspection	2
• Expired/Improper VA Registration	2 / 2
• Town Citations Issued/Warning	2 / 2
• All Other Traffic Summons	14
• Traffic Crashes	5

COMMUNITY ENGAGEMENT

303

Neighborhood Select Patrols	13
Business Checks	260
Directed Patrols	27
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

Barry Radden
Chief of Police

Sands Anderson Law
Town Attorney



COUNCIL MEMBERS

Randall L. Phelps - Mayor

Paul G. Yackel - City Manager

Mary Beth Bryant

Jonathan English

Daphne Palmore

Ralph W. Self

Patrick Stone

Robert Walters

18 Belkville Lane, Warsaw, VA 22572 | P.O. Box 730 | Phone - (804) 533-5737 | <http://www.townofwarsaw.com>

TO: Warsaw Town Council

FROM: Jesse Schools, Director of Public Works

DATE: 9/10/2026

RE: Public Works Report

Dear Council Members:

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

-WWTP

Monthly Numbers

Average daily Influent flow for August – 205,600 gallons, an increase of 1,100 gals from the month of July average daily flow.

Maximum influent flow for August – 245,900 gallons, a decrease of 57,200 gals from the month of July max flow.

Nutrient Sampling Results

For August the average effluent Total Nitrogen (TN) concentration was 2.28 mg/l, within the limits of our permit.

For August the average effluent Total Phosphorus (TP) concentration was 0.09 mg/l, within the limits of our permit.

Monthly Operations and Maintenance

Groundwater samples were collected from our six GWM wells for laboratory analysis to complete sampling for the third quarter.

Fidelity Power Systems inspected and serviced treatment plant generator.

Orders were placed on supplier lead times and installation times to avoid delays.

Operators serviced plant equipment as required by our preventive maintenance program.

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

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

Joseph N. Quesenberry
Town Manager

Melissa Connes
Assistant Town Manager

Julia Blackley - Rice
Treasurer & Clerk

Barry Radden
Chief of Police

Sandra Anderson-Law
Town Attorney



COUNCIL MEMBERS

Randall E. Phelps - Mayor

Paul G. Vickel - 1st Vice Mayor

Mary Beth Bryant

Jonathan English

Daphne Palmore

Ralph W. Selt

Patrick Stone

Robert Walters

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

-Water Department

Attached you will find the Water Loss Report, for the month of August we are at a 3rd 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.

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

Delivered (10) lead and copper samples to be taken at state selected locations throughout town.

We are currently waiting for results of those.

Staff took (4) raw water samples, one from each well, and the results came back good.

Installed (5) cellular water meters throughout town to try the software out and how the meters themselves work.

-Refuse Department

For the month of July town staff made 15 trips to the landfill totaling 140 tons or 280,000 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 of all flowers in town.

Cutting all grass at Town owned facilities.

Continuing edging and cleaning sidewalks throughout town.

Installed the memorial plaque for Rebecca at our Town Dog park, landscaping for it is coming soon.

Fixed a broken main irrigation line at The Bounds.

Replaced the door and door frame at our Woodland Heights pump station.

Monthly Water Loss Report

Water System: **Town Of Warsaw**

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

Water Produced this month: **5,920,800** gallons

Water Purchased this month: gallons

A: Total Water Produced and Purchased = **5,920,800** gallons

Sold: Residential **5,686,200** gallons

Total Sold = **5,686,200** gallons

B: Difference: (Produced+Purchased) - Sold = **234,600** gallons

% Difference = **4 % total water loss**

Gallons of Water Accounted For:

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

C: Total Gallons Accounted For = **27,500** gallons

Loss: Unaccounted-for Water: (B-C) = **207,100** gallons

% Loss: Unaccounted-for Water: (B-C)/A % = **3 % unaccounted - for loss**

31 days in billing period

Gallons / Day Loss = **6,681** gallons/day

Gallons / Minute Loss = **5** 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

Town of Warsaw
10/7/2026 12:55:35 PM

Page 1 Of 24

Period Ending 9/30/2026

10 GENERAL FUND

Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
Revenues							
10-300-0000 PERMITS & FEES	5,000	0.00	85.00	1,235.00	1,235.00	(3,765.00)	25%
10-301-0000 S W USER FEE - COMMERCIAL	192,947	0.00	18,975.00	52,440.00	52,440.00	(140,507.00)	27%
10-301-5000 SW USER FEE - RESIDENTIAL	89,000	0.00	7,350.00	21,753.84	21,753.84	(67,246.16)	24%
10-305-0000 REAL ESTATE TAXES	280,000	0.00	0.00	133.32	133.32	(279,866.68)	0%
10-306-0000 PERSONAL PROPERTY TAXES	170,000	0.00	0.00	2,894.50	2,894.50	(167,105.50)	2%
10-307-0000 PPTRA	17,365	0.00	0.00	17,365.30	17,365.30	0.30	100%
10-310-0000 BANK FRANCHISE TAX	175,000	0.00	0.00	0.00	0.00	(175,000.00)	
10-315-0000 BUSINESS LICENSES	160,000	0.00	5,057.39	6,516.85	6,516.85	(153,483.15)	4%
10-320-0000 VEHICLE TAX/DECALS	40,000	0.00	0.00	31.00	31.00	(39,969.00)	0%
10-325-0000 STATE SALES TAX	175,000	0.00	0.00	25,207.78	25,207.78	(149,792.22)	14%
10-326-0000 MEALS TAX	760,000	0.00	64,681.73	198,908.31	198,908.31	(561,091.69)	26%
10-327-0000 LODGING TAX	39,000	0.00	7,450.03	11,647.40	11,647.40	(27,352.60)	30%
10-328-0000 CIGARETTE TAX	80,000	0.00	0.00	0.00	0.00	(80,000.00)	
10-328-0001 CANNABIS TAX	2,500	0.00	0.00	0.00	0.00	(2,500.00)	
10-330-0000 FINES	60,000	0.00	16,575.24	32,230.70	32,230.70	(27,769.30)	54%
10-345-0000 INTEREST INCOME/GEN	25,000	0.00	0.00	725.77	725.77	(24,274.23)	3%
10-350-0000 PROCEEDS FROM ASSET DISPOSAL	0	0.00	12,000.00	12,000.00	12,000.00	12,000.00	
10-355-0000 LAW ENFORCEMENT ASST	40,000	0.00	0.00	10,840.00	10,840.00	(29,160.00)	27%
10-360-0000 UTILITY/CONSUMPTION TX	17,000	0.00	354.87	1,003.14	1,003.14	(15,996.86)	6%
10-361-0000 COMMUNICATIONS TAX	29,000	0.00	0.00	4,527.86	4,527.86	(24,472.14)	16%
10-365-0000 STATE FIRE INSURANCE	15,000	0.00	0.00	0.00	0.00	(15,000.00)	
10-375-0000 CABLE TV LEASE	3,000	0.00	0.00	0.00	0.00	(3,000.00)	
10-376-0000 BILLBOARD REVENUE	1,750	0.00	0.00	0.00	0.00	(1,750.00)	
10-381-0000 REVOLVING LOAN FUND REPAYMENTS	0	0.00	0.00	16,229.30	16,229.30	16,229.30	
10-382-0000 FORGIVEABLE LOAN	0	0.00	750.00	2,250.00	2,250.00	2,250.00	

Section 3, Item c.

Budget vs Actual

Town of Warsaw
10/7/2026 12:55:35 PM

Period Ending 9/30/2026

10 GENERAL FUND

Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
REPAYMENTS							
10-390-0000 MISC/INCOME	500	0.00	37,505.05	37,511.64	37,511.64	37,011.64	7502%
10-390-0300	0	0.00	0.00	950.00	950.00	950.00	
GRANTS-DHCD-REVITALIZATION							
10-390-1050 CIP POLICE	60,000	0.00	0.00	0.00	0.00	(60,000.00)	
10-391-0000 GRANTS/DMV	10,000	0.00	0.00	0.00	0.00	(10,000.00)	
10-392-1000 GRANT - LITTER DEQ	1,500	0.00	0.00	0.00	0.00	(1,500.00)	
10-395-0000 GRANT/BP VEST	1,000	0.00	0.00	0.00	0.00	(1,000.00)	
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	1,269.54	3,573.81	3,573.81	(8,426.19)	30%
10-397-0000 TRASH DUMPSTERS	10,000	0.00	0.00	0.00	0.00	(10,000.00)	
10-399-1100 DOMINION SOLAR	3,500	0.00	4,000.00	4,000.00	4,000.00	500.00	114%
10-399-5000 SPECIAL EVENTS (REVENUE)	22,000	0.00	7,110.00	13,920.00	13,920.00	(8,080.00)	63%
Revenues Totals:	2,562,062	0.00	183,163.85	477,895.52	477,895.52	(2,084,166.48)	19%

Expenses

10-420-0200 SALARIES/ADM	422,000	0.00	18,469.76	99,597.80	99,597.80	322,402.20	24%
10-420-0201 OT/BONUS - ADMIN	13,000	0.00	54.05	9,847.61	9,847.61	3,152.39	76%
10-420-0500 PAYROLL TAXES/ADM	34,000	0.00	1,389.19	8,199.67	8,199.67	25,800.33	24%
10-420-0600 SHORT&LONG TERM DISABILITY	2,700	0.00	127.84	383.52	383.52	2,316.48	14%
10-420-0700 RETIREMENT-LI/ADM	47,000	0.00	0.00	0.00	0.00	47,000.00	
10-420-0900 MEDICAL INS/ADM	67,560	0.00	5,630.00	16,890.00	16,890.00	50,670.00	25%
10-420-1000 EDUCATION/PROF DEVELOPMT	15,000	0.00	1,777.76	249.30	249.30	14,750.70	2%
10-420-1100 TELEPHONE/OFFICE	8,000	0.00	393.55	998.86	998.86	7,001.14	12%
10-420-1300 ELECTRICITY/OFFICE	5,000	0.00	405.83	1,167.08	1,167.08	3,832.92	23%
10-420-1400 MTGS/CONFERENCES/ADM	10,000	0.00	7,542.83	7,542.83	7,542.83	2,457.17	75%
10-420-1500	20,000	0.00	4,929.60	4,043.84	4,043.84	15,956.16	20%
BLDGSG/ROUNDS/MAINTENANCE							
10-420-2200 AUDIT	17,000	0.00	0.00	0.00	0.00	17,000.00	

Section 3, Item c.

Budget vs Actual

Town of Warsaw

10/7/2026 12:55:35 PM

Page 3 Of 24

Period Ending 9/30/2026

10 GENERAL FUND

Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
10-420-2300 LEGAL SERVICES	30,000	0.00	3,861.00	15,536.00	15,536.00	14,464.00	52%
10-420-2600 ADVERTISING	35,000	0.00	4,749.39	12,421.80	12,421.80	22,578.20	35%
10-420-3100 AUTO O/M-ADM EXPENSE	5,500	0.00	464.55	1,042.32	1,042.32	4,457.68	19%
10-420-3200 OFFICE SUPPLIES	20,000	0.00	1,470.81	4,285.27	4,285.27	15,714.73	21%
10-420-3300 PRINTING/REPORTS/MAPPING	250	0.00	0.00	0.00	0.00	250.00	
10-420-3400 COMPUTER SUPPORT FEE	23,000	0.00	987.97	5,647.61	5,647.61	17,352.39	25%
10-420-3450 COMPUTER O/M	6,500	0.00	123.62	163.60	163.60	6,336.40	3%
10-420-4000 RECODIFICATION EXPENSE	1,000	0.00	0.00	0.00	0.00	1,000.00	
10-420-5298 DMV STOP FEES	400	0.00	0.00	0.00	0.00	400.00	
10-420-5300 DUES	4,000	0.00	185.00	1,972.84	1,972.84	2,027.16	49%
10-420-5350 SAFETY PROGRAM	500	0.00	0.00	0.00	0.00	500.00	
10-420-5400 INSURANCE/RISK MANAGEMENT	20,000	0.00	0.00	0.00	0.00	20,000.00	
10-420-5500 COUNCIL EXPENSE	15,000	0.00	4,039.04	5,259.54	5,259.54	9,740.46	35%
10-420-5700 MISCELLANEOUS/ADM	9,000	0.00	521.41	1,837.60	1,837.60	7,162.40	20%
10-420-5800 CIP-ADMIN	57,900	0.00	0.00	0.00	0.00	57,900.00	
10-420-5900 ECONOMIC DEVELOPMENT	30,000	0.00	457.00	(1,268.00)	(1,268.00)	31,268.00	-4%
10-420-6100 TIMBER HARVESTING	5,000	0.00	0.00	0.00	0.00	5,000.00	
ADMINISTRATION Totals:	924,310	0.00	57,580.20	195,819.09	195,819.09	728,490.91	21%

Section 3, Item c.

Budget vs Actual

Town of Warsaw
10/7/2026 12:55:35 PM

Page 4 Of 24

Period Ending 9/30/2026

10 GENERAL FUND

Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
10-510-0200 SALARIES/WPD	341,000	0.00	16,690.20	91,853.72	91,853.72	249,146.28	27%
10-510-0201 OT/BONUS - WPD	19,000	0.00	159.12	10,523.46	10,523.46	8,476.54	55%
10-510-0500 PAYROLL TAXES/WPD	27,000	0.00	1,053.77	7,044.25	7,044.25	19,955.75	26%
10-510-0600 SHORT&LONG TERM DISABILITY	2,200	0.00	214.80	644.40	644.40	1,555.60	29%
10-510-0700 RETIREMENT/LI/WPD	38,000	0.00	0.00	0.00	0.00	38,000.00	
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/WPD	40,536	0.00	5,630.00	12,386.00	12,386.00	28,150.00	31%
10-510-1000 PROFESSIONAL DEVELOP/WPD	4,000	0.00	1,811.83	1,811.83	1,811.83	2,188.17	45%
10-510-1100 LEGAL FEES/WPD	5,000	0.00	1,014.00	1,014.00	1,014.00	3,986.00	20%
10-510-2000 Electricity - WPD	2,500	0.00	184.35	184.35	184.35	2,315.65	7%
10-510-2100 Grounds/Maintenance - WPD	10,000	0.00	11.69	116.98	116.98	9,883.02	1%
10-510-3100 AUTO O/M-WPD	24,000	0.00	1,861.73	4,762.83	4,762.83	19,237.17	20%
10-510-3200 UNIFORMS/SUPPLIES/WPD	9,000	0.00	1,790.75	2,315.11	2,315.11	6,684.89	26%
10-510-3210 POLICE SUPPLIES	10,000	0.00	576.54	1,507.90	1,507.90	8,492.10	15%
10-510-3220 OFFICE SUPPLIES	6,000	0.00	317.36	863.38	863.38	5,136.62	14%
10-510-3230 OFFICE EQUIP/RESERVES	1,500	0.00	0.00	0.00	0.00	1,500.00	
10-510-3240 EVIDENCE SECURITY	500	0.00	0.00	0.00	0.00	500.00	
10-510-3400 TECH SUPPORT/WPD	25,000	0.00	2,616.89	4,467.35	4,467.35	20,532.65	18%
10-510-3500 TELECOMMUNICATIONS	10,500	0.00	603.58	10,733.51	10,733.51	(233.51)	102%
10-510-3701 COMMUNITY SERVICE	5,000	0.00	426.55	483.36	483.36	4,516.64	10%
10-510-3712 Police Radios/Reserves	2,000	0.00	0.00	0.00	0.00	2,000.00	
10-510-4100 POLICE BODY CAMERAS	6,286	0.00	0.00	0.00	0.00	6,286.00	
10-510-4200 POLICE ACADEMY	2,300	0.00	0.00	0.00	0.00	2,300.00	
10-510-4210 ADVERTISING	1,000	0.00	0.00	130.00	130.00	870.00	13%
10-510-5300 DUES	4,000	0.00	0.00	400.00	400.00	3,600.00	10%
10-510-5310 BOOKS & SUBSCRIPTIONS	250	0.00	0.00	0.00	0.00	250.00	
10-510-5400 INSURANCE/RISK	19,000	0.00	0.00	0.00	0.00	19,000.00	

Section 3, Item c.

Budget vs Actual

Town of Warsaw

10/7/2026 12:55:35 PM

Page 5 Of 24

Period Ending 9/30/2026

10 GENERAL FUND

Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
MANAGEMENT							
10-510-5500 VCIN	8,000	0.00	0.00	0.00	0.00	8,000.00	
10-510-6000 CIP - WPD (CARS)	65,000	0.00	0.00	0.00	0.00	65,000.00	
WARSAW POLICE DEPT Totals:	691,072	0.00	34,963.16	151,242.43	151,242.43	539,829.57	22%

Budget vs Actual

Town of Warsaw

10/7/2026 12:55:35 PM

Page 6 Of 24

Period Ending 9/30/2026

10 GENERAL FUND

Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
10-550-0200 SALARIES/PS	215,000	0.00	9,708.80	58,986.42	58,986.42	156,013.58	27%
10-550-0201 OT/BONUS - PS	19,000	0.00	(183.69)	10,410.23	10,410.23	8,589.77	55%
10-550-0500 PAYROLL TAXES/PS	17,000	0.00	750.34	5,380.30	5,380.30	11,619.70	32%
10-550-0600 SHORT&LONG TERM DISABILITY	1,200	0.00	62.65	187.95	187.95	1,012.05	16%
10-550-0700 RETIREMENT/LI/PS	21,000	0.00	0.00	0.00	0.00	21,000.00	
10-550-0900 MEDICAL INS/PS	54,048	0.00	5,630.00	19,022.00	19,022.00	35,026.00	35%
10-550-1000 EDUCATION/PROFESSIONAL DEVELOPMENT	0	0.00	440.00	440.00	440.00	(440.00)	
10-550-1100 TELEPHONES - PUBLIC SERVICE	4,000	0.00	366.74	871.15	871.15	3,128.85	22%
10-550-1300 ELECTRICITY-TOWNPARK	4,000	0.00	608.72	608.72	608.72	3,391.28	15%
10-550-1700 REPAIRS/TRASH TRUCK	18,000	0.00	0.00	4,462.21	4,462.21	13,537.79	25%
10-550-2000 Dog Park	2,000	0.00	70.17	70.17	70.17	1,929.83	4%
10-550-2100 Fountain - Main Street	3,750	0.00	0.00	0.00	0.00	3,750.00	
10-550-3100 OPERATION/TRASH TRK	28,000	0.00	3,359.31	4,512.01	4,512.01	23,487.99	16%
10-550-3150 VEHICLE M&O/PS	10,500	0.00	1,134.59	2,820.84	2,820.84	7,679.16	27%
10-550-3200 UNIFORMS/ETC	1,500	0.00	30.00	581.90	581.90	918.10	39%
10-550-3300 EQPT/SUPPLIES/PS	5,000	0.00	820.93	1,181.77	1,181.77	3,818.23	24%
10-550-3400 SAFETY EQUIPMENT	1,000	0.00	0.00	0.00	0.00	1,000.00	
10-550-3500 TRASH DUMPSTER EXPENSE	10,000	0.00	0.00	0.00	0.00	10,000.00	
10-550-3550 TOWN APPARELL	5,000	0.00	0.00	0.00	0.00	5,000.00	
10-550-3700 BEAUTIFICATION	50,000	0.00	3,777.89	11,630.22	11,630.22	38,369.78	23%
10-550-3800 STREET LIGHTS	39,000	0.00	4,435.37	8,633.01	8,633.01	30,366.99	22%
10-550-3850 SIDEWALKS	30,000	0.00	0.00	17,665.00	17,665.00	12,335.00	59%
10-550-3900 ILIGHTING/CHRISTMAS	8,000	0.00	0.00	1,750.00	1,750.00	6,250.00	22%
10-550-3950 P/S SNOW REMOVAL	500	0.00	0.00	0.00	0.00	500.00	
10-550-4600 GRANTS - IRF	0	0.00	0.00	(3,642.58)	(3,642.58)	3,642.58	
10-550-4700 GRANTS - DMV	10,000	0.00	0.00	0.00	0.00	10,000.00	

Section 3, Item c.

Budget vs Actual

Town of Warsaw

10/7/2026 12:55:35 PM

Page 7 Of 24

Period Ending 9/30/2026

10 GENERAL FUND

Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
10-550-4750 GRANTS/BP VEST	1,000	0.00	0.00	0.00	0.00	1,000.00	
10-550-4850 GRANT - HOUSING/PLANNING (EXPENSE)	0	0.00	3,015.00	3,255.32	3,255.32	(3,255.32)	
10-550-5300 INSURANCE/RISK MANAGEMENT - PUBLIC SERVICE	19,000	0.00	0.00	0.00	0.00	19,000.00	
10-550-5500 MISCELLANEOUS/PARK	6,500	0.00	404.83	582.11	582.11	5,917.89	9%
10-550-5700 MISCELLANEOUS/PS	1,500	0.00	107.45	615.08	615.08	884.92	41%
10-550-6000 CIP - PS	7,500	0.00	0.00	14,799.00	14,799.00	(7,299.00)	197%
10-550-6100 THE SADDLERY	5,000	0.00	286.17	769.26	769.26	4,230.74	15%
10-550-6200 THE BOUNDS	20,000	0.00	1,679.19	2,739.21	2,739.21	17,260.79	14%
10-550-6400 COMMUNITY MARKET	3,500	0.00	250.00	502.99	502.99	2,997.01	14%
10-550-6500 PROJECT CONTINGENCIES	0	0.00	0.00	225.00	225.00	(225.00)	
10-550-6600 74 MAIN STREET	1,500	0.00	0.00	0.00	0.00	1,500.00	
10-550-6650 RESERVES - THE BOUNDS	10,000	0.00	0.00	0.00	0.00	10,000.00	
PUBLIC SERVICE Totals:	632,998	0.00	36,754.46	169,059.29	169,059.29	463,938.71	27%

Section 3, Item c.

Budget vs Actual

Town of Warsaw

10/7/2026 12:55:35 PM

Page 8 Of 24

Period Ending 9/30/2026

10 GENERAL FUND

Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
10-600-6000 PARADES	2,500	0.00	1,126.27	1,126.27	1,126.27	1,373.73	45%
10-600-6100 NN TOURISM	1,200	0.00	0.00	0.00	0.00	1,200.00	
10-600-6200 FIRE DEPARTMENT	12,500	0.00	0.00	0.00	0.00	12,500.00	
10-600-6300 STATE FIRE INSURANCE	15,000	0.00	15,000.00	15,000.00	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	0.00	8,000.00	
10-600-6801 BUSINESS IMPROVEMENT GRANT	12,500	0.00	0.00	0.00	0.00	12,500.00	
10-600-6802 WARSAW/RC CHAMBER	2,500	0.00	0.00	0.00	0.00	2,500.00	
10-600-6850 MAIN STREET PROGRAM	2,500	0.00	0.00	0.00	0.00	2,500.00	
10-600-6900 WARSAW/RICH CO MUSEUM	1,000	0.00	0.00	0.00	0.00	1,000.00	
10-600-6925 Richmond Co Animal Shelter	0	0.00	0.00	(250.00)	(250.00)	250.00	
10-600-6950 RICHMOND COUNTY LITTLE LEAGUE	1,000	0.00	0.00	0.00	0.00	1,000.00	
10-600-7000 RICHMOND COUNTY YMCA	1,000	0.00	0.00	0.00	0.00	1,000.00	
10-600-7100 FIREWORKS FESTIVAL	750	0.00	0.00	0.00	0.00	750.00	
10-600-7400 RHS AFTER PROM	250	0.00	0.00	0.00	0.00	250.00	
10-600-7600 WARSAW ART CENTER	4,500	0.00	0.00	0.00	0.00	4,500.00	
10-600-8000 THE HAVEN SHELTER	1,000	0.00	0.00	0.00	0.00	1,000.00	
10-600-8100 VARIOUS CONTRIBUTIONS	1,000	0.00	200.00	950.00	950.00	50.00	95%
CONTRIBUTIONS Totals:	72,200	0.00	16,326.27	16,826.27	16,826.27	55,373.73	23%

Section 3, Item c.

Budget vs Actual

Town of Warsaw
10/7/2026 12:55:35 PM

Page 9 Of 24

Period Ending 9/30/2026

10 GENERAL FUND

Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
10-650-5000 SPECIAL EVENTS (EXPENSE)	40,000	0.00	788.23	30,543.84	30,543.84	9,456.16	76%
Totals:	40,000	0.00	788.23	30,543.84	30,543.84	9,456.16	76%

Budget vs Actual

Town of Warsaw
10/7/2026 12:55:35 PM

Page 10 Of 24

Period Ending 9/30/2026

10 GENERAL FUND

Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
10-700-0000 TRASH TRK DEBT(5YRS)	19,452	0.00	0.00	0.00	0.00	19,452.00	

DEBT SERVICE Totals:

19,452.00

Budget vs Actual

Town of Warsaw
10/7/2026 12:55:35 PM

Page 11 Of 24

Period Ending 9/30/2026

10 GENERAL FUND

Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
10-998-0001 CAPITAL OUTLAYS	0	0.00	2,687.50	6,475.03	6,475.03	(6,475.03)	
10-998-0002 CONTINGENCY/RESERVES	50,000	0.00	0.00	0.00	0.00	50,000.00	
CAPITAL ITEM EXPENSE Totals:	50,000	0.00	2,687.50	6,475.03	6,475.03	43,524.97	13%

Budget vs Actual

Town of Warsaw

10/7/2026 12:55:35 PM

Page 12 Of 24

Period Ending 9/30/2026

10 GENERAL FUND

Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
10-999-0001 TRASH TRK DEBT (5 YRS)	0	0.00	1,621.00	4,863.00	4,863.00	(4,863.00)	
10-999-0002 POLICE CARS DEBT (5 YRS)	11,076	0.00	1,846.00	3,692.00	3,692.00	7,384.00	33%
10-999-0003 STORMWATER FACILITY DEBT	38,157	0.00	0.00	9,539.34	9,539.34	28,617.66	25%
10-999-0008 LOAN PAYMENT - 74 MAIN STREET	19,101	0.00	0.00	4,818.84	4,818.84	14,282.16	25%
10-999-0009 TRASH TRUCK DEBT (FY2025)	33,710	0.00	2,876.00	11,076.92	11,076.92	22,633.08	33%
10-999-0010 POLICE CAR LOAN FY26 (5YRS)	15,686	0.00	1,307.10	3,921.30	3,921.30	11,764.70	25%
10-999-0012 POLICE CAR LOAN - FY27 (5YRS)	14,300	0.00	1,205.21	1,205.21	1,205.21	13,094.79	8%
10-999-0013 LEASE PYMT PD EXPEDITION	0	0.00	4,609.63	4,609.63	4,609.63	(4,609.63)	
DEBT SERVICE Totals:	132,030	0.00	13,464.94	43,726.24	43,726.24	88,303.76	33%

Budget vs Actual

Town of Warsaw
10/7/2026 12:55:35 PM

Page 13 Of 24

Period Ending 9/30/2026

Expenses Totals:	2,562,062	0.00	162,564.76	613,692.19	613,692.19	1,948,369.81	24%
10 GENERAL FUND	Revenues Over/(Under) Expenses:		20,599.09	(135,796.67)	(135,796.67)		

Budget vs Actual

Town of Warsaw

10/7/2026 12:55:35 PM

Page 14 Of 24

Period Ending 9/30/2026

30 WATER FUND

Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
Revenues							
30-305-0000 WATER USER FEES	452,880	0.00	38,386.64	118,614.65	118,614.65	(334,265.35)	26%
30-309-0000 INTEREST INCOME CD	2,500	0.00	0.00	239.01	239.01	(2,260.99)	10%
30-380-0000 MISC INCOME	0	0.00	0.00	50.00	50.00	50.00	
30-391-0000 GENERAL TRANSF TO WATER	13,787	0.00	0.00	0.00	0.00	(13,787.00)	
30-398-0002 DEBT SERVICE REVENUES	30,000	0.00	0.00	0.00	0.00	(30,000.00)	
Revenues Totals:	499,167	0.00	38,386.64	118,903.66	118,903.66	(380,263.34)	24%
Expenses							
30-810-0200 SALARIES/WATER	189,000	0.00	5,821.60	35,266.92	35,266.92	153,733.08	19%
30-810-0201 OT/BONUS - WATER	15,000	0.00	0.00	5,036.52	5,036.52	9,963.48	34%
30-810-0500 PAYROLL TAXES/WTR	15,000	0.00	408.79	2,908.19	2,908.19	12,091.81	19%
30-810-0600 SHORT&LONG TERM DISABILITY	1,000	0.00	45.66	136.98	136.98	863.02	14%
30-810-0700 RETIREMENT/LIFE INS/WTR	17,000	0.00	0.00	0.00	0.00	17,000.00	
30-810-0900 MEDICAL INS/WTR	27,024	0.00	1,126.00	3,378.00	3,378.00	23,646.00	13%
30-810-1000 EDUCATION/PROFESSIONAL DEVELOPMENT	0	0.00	440.00	440.00	440.00	(440.00)	
30-810-1100 TELEMETRY/TELEPHONE/WTR	2,500	0.00	131.46	346.76	346.76	2,153.24	14%
30-810-1300 ELECTRICITY/WELLS/WTR	35,000	0.00	3,676.52	9,353.51	9,353.51	25,646.49	27%
30-810-1600 MAINTENANCE/WELLS/WTR	5,500	0.00	0.00	0.00	0.00	5,500.00	
30-810-1700 MAINTENANCE TOWERS/WTR	42,000	0.00	0.00	0.00	0.00	42,000.00	
30-810-2200 AUDIT EXPENSE	7,000	0.00	0.00	0.00	0.00	7,000.00	
30-810-2700 TRACTOR M/O-WTR	2,500	0.00	0.00	0.00	0.00	2,500.00	
30-810-2800 BUSHHOG/MOWERS/WTR	2,300	0.00	198.05	1,047.56	1,047.56	1,252.44	46%
30-810-2900 EQUIPMENT/TOOLS/WTR	3,500	0.00	171.35	768.78	768.78	2,731.22	22%
30-810-3000 OFFICE EQUIPMENT/WTR	3,000	0.00	279.00	2,324.66	2,324.66	675.34	77%
30-810-3100 VEHICLE M/O-WTR	19,000	0.00	255.49	2,230.65	2,230.65	16,769.35	12%
30-810-3200 OFFICE SUPPLIES/WTR	3,000	0.00	394.22	1,173.46	1,173.46	1,826.54	39%

Section 3, Item c.

Budget vs Actual

Town of Warsaw
10/7/2026 12:55:35 PM

Page 15 Of 24

Period Ending 9/30/2026

30 WATER FUND

Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
30-810-3300 SUPPLIES/WATER	5,000	0.00	21.34	68.32	68.32	4,931.68	1%
30-810-3400 SAFETY EQUIPMENT/WTR	1,000	0.00	34.99	34.99	34.99	965.01	3%
30-810-3500 BACKHOE M/O=WTR	1,500	0.00	0.00	1,056.32	1,056.32	443.68	70%
30-810-4000 UNIFORMS/ETC/WTR	2,500	0.00	0.00	0.00	0.00	2,500.00	
30-810-4100 MISS UTILITY GRIDS/WTR	500	0.00	23.40	35.40	35.40	464.60	7%
30-810-4300 INSTALL METER/CONN/WTR	5,000	0.00	0.00	0.00	0.00	5,000.00	
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	0.00	2,000.00	
30-810-4600 WATER TESTING	3,000	0.00	3.95	8.07	8.07	2,991.93	0%
30-810-4700 WATER PERMIT	2,193	0.00	0.00	2,193.00	2,193.00	0.00	100%
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	472.49	1,610.71	1,610.71	12,389.29	12%
30-810-5100 REPAIRS/WATER LINE	10,000	0.00	0.00	857.50	857.50	9,142.50	9%
30-810-5400 INSURANCE/WATER	13,000	0.00	0.00	0.00	0.00	13,000.00	
30-810-5700 MISCELLANEOUS/WTR	2,000	0.00	17.00	17.00	17.00	1,983.00	1%
30-810-5900 TRAINING & LICENSING	1,000	0.00	0.00	0.00	0.00	1,000.00	
30-810-5910 INTEREST EXPENSE	50	0.00	0.00	0.00	0.00	50.00	
WATER DEPT Totals:	454,567	0.00	13,521.31	70,293.30	70,293.30	384,273.70	15%

Budget vs Actual

Town of Warsaw
10/7/2026 12:55:35 PM

Page 16 Of 24

Period Ending 9/30/2026

30 WATER FUND

Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
30-998-0050 CIP-WATER	38,000	0.00	4,161.67	4,161.67	4,161.67	33,838.33	11%
CAPITAL ITEM EXPENSE Totals:	38,000	0.00	4,161.67	4,161.67	4,161.67	33,838.33	11%

Budget vs Actual

Town of Warsaw
10/7/2026 12:55:35 PM

Page 17 Of 24

Period Ending 9/30/2026

30 WATER FUND

Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
30-999-0008 LOAN-NEW VEHICLE (FY27 5 YEARS)	6,600	0.00	642.17	642.17	642.17	5,957.83	10%

DEBT SERVICE Totals:

6,600 0.00 642.17 642.17 642.17 5,957.83 10%

Budget vs Actual

Town of Warsaw

10/7/2026 12:55:35 PM

Page 18 Of 24

Period Ending 9/30/2026

Expenses Totals:	499,167	0.00	18,325.15	75,097.14	75,097.14	424,069.86	15%
30 WATER FUND	Revenues Over/(Under) Expenses:		20,061.49	43,806.52	43,806.52		

Budget vs Actual

Town of Warsaw

10/7/2026 12:55:35 PM

Page 19 Of 24

Period Ending 9/30/2026

40 WASTEWATER FUND

Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
Revenues							
40-351-0000 WASTEWATER USER FEES	907,520	0.00	84,478.21	241,936.89	241,936.89	(665,583.11)	27%
40-360-0000 INTEREST INCOME	2,000	0.00	0.00	329.66	329.66	(1,670.34)	16%
40-380-0000 MISCELLANEOUS INCOME	1,000	0.00	0.00	0.00	0.00	(1,000.00)	
40-397-1000 LOAN PROCEEDS	30,000	0.00	0.00	0.00	0.00	(30,000.00)	
Revenues Totals:	940,520	0.00	84,478.21	242,266.55	242,266.55	(698,253.45)	26%
Expenses							
40-820-0200 SALARIES/WWF	169,000	0.00	6,811.34	40,868.02	40,868.02	128,131.98	24%
40-820-0201 OT/BONUS - WASTEWATER	15,000	0.00	225.31	6,720.09	6,720.09	8,279.91	45%
40-820-0500 PAYROLL TAXES/WWF	14,000	0.00	501.74	3,530.80	3,530.80	10,469.20	25%
40-820-0600 SHORT&LONG TERM DISABILITY	1,100	0.00	48.13	144.39	144.39	955.61	13%
40-820-0700 RETIREMENT/LIFE INS/WWF	19,000	0.00	0.00	0.00	0.00	19,000.00	
40-820-0900 MEDICAL INS/WWF	40,536	0.00	3,378.00	10,134.00	10,134.00	30,402.00	25%
40-820-1000 EDUCATION/PROFESSIONAL DEVELOPMENT	7,000	0.00	515.00	715.00	715.00	6,285.00	10%
40-820-1100 TELEPHONE/WWF	0	0.00	256.81	599.72	599.72	(599.72)	
40-820-1200 PROPANE/SHOPS	3,750	0.00	0.00	373.76	373.76	3,376.24	10%
40-820-1250 GENERATOR FUEL-WWTP/LS	2,000	0.00	0.00	0.00	0.00	2,000.00	
40-820-1300 WWTP ELECTRICITY	60,000	0.00	5,523.27	10,782.69	10,782.69	49,217.31	18%
40-820-1350 WW ELECTRICITY-GENERAL	30,000	0.00	1,758.09	4,708.09	4,708.09	25,291.91	16%
40-820-1600 MAINTENANCE/LS/WWF	10,000	0.00	11,162.01	17,841.80	17,841.80	(7,841.80)	178%
40-820-1700 WW PLANT MAINTENANCE	20,000	0.00	179.25	1,219.28	1,219.28	18,780.72	6%
40-820-2000 SLUDGE REMOVAL/WWF	10,000	0.00	790.05	1,580.10	1,580.10	8,419.90	16%
40-820-2200 AUDIT EXPENSE/WWF	6,500	0.00	0.00	0.00	0.00	6,500.00	
40-820-2300 LEGAL SERVICES/WWF	1,000	0.00	0.00	0.00	0.00	1,000.00	
40-820-2400 ENGINEERING	36,000	0.00	3,320.00	6,490.00	6,490.00	29,510.00	18%
40-820-2600 ADVERTISING	2,500	0.00	0.00	0.00	0.00	2,500.00	
40-820-2700 TRACTOR MAINT/IOPR/WWF	2,500	0.00	0.00	0.00	0.00	2,500.00	

Section 3, Item c.

Budget vs Actual

Town of Warsaw

10/7/2026 12:55:35 PM

Page 20 Of 24

Period Ending 9/30/2026

40 WASTEWATER FUND

Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
40-820-2800 BUSHHOG/MOWERS/M/O/WWF	2,500	0.00	198.05	1,047.58	1,047.58	1,452.42	42%
40-820-2850 EQUIPMENT MAINTENANCE	10,000	0.00	1,199.55	1,304.54	1,304.54	8,695.46	13%
40-820-2900 EQUIPMENT/TOOLS/WWF	10,000	0.00	247.33	2,301.80	2,301.80	7,698.20	23%
40-820-3000 COMPUTER O/M	2,000	0.00	0.00	0.00	0.00	2,000.00	
40-820-3100 VEHICLE M/O-WWF	17,000	0.00	2,526.48	7,466.03	7,466.03	9,533.97	44%
40-820-3200 OFFICE SUPPLIES/WWF	6,000	0.00	486.81	1,513.54	1,513.54	4,486.46	25%
40-820-3300 SUPPLIES/GENERAL/WWF	5,000	0.00	200.51	677.00	677.00	4,323.00	14%
40-820-3400 SAFETY EQUIPMENT	6,000	0.00	402.75	1,204.38	1,204.38	4,795.62	20%
40-820-3500 BACKHOE M/O-WWF	2,500	0.00	0.00	1,056.32	1,056.32	1,443.68	42%
40-820-4000 UNIFORMS/WWF	2,000	0.00	0.00	0.00	0.00	2,000.00	
40-820-4100 MISS UTILITY/WWF	500	0.00	23.40	35.40	35.40	464.60	7%
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	0.00	1,190.46	1,190.46	3,809.54	24%
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	0.00	0.00	45,000.00	
40-820-5000 GROUND WATER MONITORING	4,000	0.00	0.00	0.00	0.00	4,000.00	
40-820-5100 REPAIR WW LINE/WWF	3,500	0.00	0.00	0.00	0.00	3,500.00	
40-820-5300 DUES/WWF	2,000	0.00	0.00	0.00	0.00	2,000.00	
40-820-5400 INSURANCE/WWF	22,000	0.00	0.00	0.00	0.00	22,000.00	
40-820-5700 MISCELLANEOUS/WWF	1,500	0.00	53.70	53.70	53.70	1,446.30	4%
40-820-7900 TRAINING/PLANT OPR	2,500	0.00	0.00	0.00	0.00	2,500.00	
40-820-8000 CONTRACTED LAB TESTING	65,000	0.00	2,034.34	14,176.56	14,176.56	50,823.44	22%
40-820-8100 WWF MINOR PERMIT FEE	3,750	0.00	0.00	0.00	0.00	3,750.00	
WASTEWATER DEPT Totals:	670,236	0.00	41,841.92	137,735.05	137,735.05	532,500.95	21%

Section 3, Item c.

Budget vs Actual

Town of Warsaw
10/7/2026 12:55:35 PM

Page 21 Of 24

Period Ending 9/30/2026

40 WASTEWATER FUND

Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
40-900-0025 TRANSFER TO FUND 30	13,787	0.00	0.00	0.00	0.00	13,787.00	
CONTINGENCY Totals:	13,787	0.00	0.00	0.00	0.00	13,787.00	

Section 3, Item c.

Budget vs Actual

Town of Warsaw

10/7/2026 12:55:35 PM

Page 22 Of 24

Period Ending 9/30/2026

40 WASTEWATER FUND

Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
40-998-0001 CAPITAL OUTLAYS/WWF	85,500	0.00	4,161.67	17,159.67	17,159.67	68,340.33	20%
40-998-0007 TRANSFER TO WASTEWATER RESERVES	55,625	0.00	0.00	0.00	0.00	55,625.00	
CAPITAL ITEM EXPENSE Totals:	141,125	0.00	4,161.67	17,159.67	17,159.67	123,965.33	12%

Budget vs Actual

Town of Warsaw

10/7/2026 12:55:35 PM

Page 23 Of 24

Period Ending 9/30/2026

40 WASTEWATER FUND

Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
40-999-0002 BOND PAY/GEN OBLIGATION 2004B	95,572	0.00	0.00	0.00	0.00	95,572.00	
40-999-0005 BOND PAY/GEN OBLIGATION 2013	0	0.00	0.00	48,152.00	48,152.00	(48,152.00)	
40-999-0007 W/W VEHICLE LOAN PAYMENT FY26 (5YRS)	13,200	0.00	0.00	1,680.56	1,680.56	11,519.44	13%
40-999-0008 LOAN PAYMENT - TRUCK (FY27 5 YEARS)	6,600	0.00	642.18	642.18	642.18	5,957.82	10%
DEBT SERVICE Totals:	115,372	0.00	642.18	50,474.74	50,474.74	64,897.26	44%

Budget vs Actual

Town of Warsaw
10/7/2026 12:55:35 PM

Page 24 Of 24

Period Ending 9/30/2026

Expenses Totals:	940,520	0.00	46,645.77	205,369.46	205,369.46	735,150.54	22%
40 WASTEWATER FUND	Revenues Over/(Under) Expenses:		37,832.44	36,897.09	36,897.09		

WARSAW REVOLVING-LOAN FUNDS

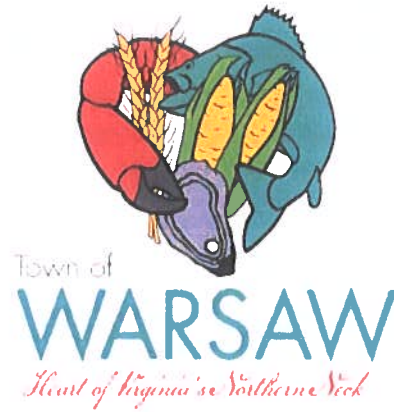
Monthly Financial Statement

Period (from / to): **9/1/26** **9/30/26**

Description	
Number of Active Loans	5
Balance Beginning of Month	\$ 1,620.00
Principal Received During Period	\$ 1,529.44
Interest Received During Period	\$ 71.25
Fees Received During Period	\$ -
Total Funds Received During Period	\$ 1,600.69
Disbursement to Warsaw	\$ -
PDC Fee During Period	\$ (40.00)
Funds Available to Loan Out	\$ 3,180.69

Available to lend: \$31,292.04

	Summary of Loans	Received This Period	Balance	Current?
1	Relish - #234	\$ 600.00	\$ 1,931.94	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	\$ 200.69	\$ 6,274.00	YES
8	Relish - #264	\$ 800.00	\$ 18,547.38	YES
		\$ 1,600.69	\$ 490,483.30	



MEMORANDUM

TO: Warsaw Town Council

FROM: Joseph N. Quesenberry, Town Manager

DATE: 10/08/2026

RE: Town Manager's Report

Dear Council Members,

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

1. Engine Braking Signage

No Engine Baking signs have been received and are currently being installed throughout Town. This follows Council's directive regarding the Town Code Amendments for no engine braking and noise violations.

2. Town Office Renovations

Through designated CIP funds, the Town office is currently undergoing various renovations at this time. Parking lot improvements are underway to add additional parking capacity for meetings and events, new carpet has been installed in the filing room, and the back room will now contain two offices, expanding our capacity as the Town continues to grow. We look forward to wrapping this project up within the next 1-2 months.

3. Warsaw Fest & Rebecca Coggin Hubert Dog Park Dedication

This is a reminder that this Saturday, October 10th, is both Warsaw Fest and our dedication ceremony for the Rebecca Coggin Hubert Dog Park! Please be near the dog park at 11AM for the unveiling ceremony. For those wishing to ride in the parade, we will be entering Town vehicles this year in lieu of a float. Please be at Town Hall by no later than 1:30 PM to board the vehicles, as we will leave Town Hall promptly at 1:45 PM. We look forward to seeing you then! We will also have a Town Council tent near the fountain at the Town Park for any Council members that wish to hand out Town merchandise and greet residents and visitors.

4. VML and VWMLI

Town representatives will be attending the annual Virginia Municipal League conference this coming weekend in Norfolk, interacting with local government colleagues and discussing shared issues. I am also pleased to announce that Mrs. Julia Blackley-Rice will be graduating from the Virginia Women's Municipal Leadership Institute next week, a prestigious group consisting of women in leadership roles within local and state government. Mrs. Coates graduated from the same program a few years ago, with both representing Warsaw well. Let's take this time to congratulate Julia on this accomplishment!

5. Christmas Town Update

Town staff members are working to prepare another great Christmas Town event! We're currently ahead of schedule for donations and vendor registrations and hope to continue this trend. This year, we have allocated a portion of our event funds to purchase a new Christmas Tree, standing 35 feet tall once completely installed. We're excited to continue making this one of the best Christmas events in Virginia!

6. Water System Upgrades – General Assembly

Town staff members are continuing our work to formally request funds for water system upgrades. These upgrades will include a replacement well, new water lines, new digital meters, generator upgrades, and more. Our total request will be for approximately \$3,000,000 and will work to ensure our system is one of the best in the region. We will keep you posted as this progresses and as we need to attend various lobby days and events early next year.

7. Finance Manager

Please join me in welcoming Ms. Holleigh Fogarty to our team!



WARSAW

POLICE DEPARTMENT

★ MONTHLY ACTIVITY REPORT ★

SEPTEMBER 2026



CALLS FOR SERVICE

732



SIGNIFICANT INCIDENTS

9



TRAFFIC ACTIVITY

80



COMMUNITY ENGAGEMENT

495



INCIDENTS: 9 / ARRESTS: 8

DATE	CASE #	OFFENSE / CLASSIFICATION	BLK / STREET
09/01/2026	2026-000087	Wanted / Capias 19.2-306 (Felony)	400 Block Main St
09/01/2026	2026-000088	Wanted / Capias 18.2-456 (Misd.)	4100 Block Richmond Rd
09/02/2026	2026-000089	Wanted / Capias 19.2-306 (Misd.)	400 Block Main St
09/09/2026	2026-000092	Wanted: A&B Family 18.2-57.2 + Larceny 18.2-96 (2 Misd.)	400 Block Main St
09/11/2026	2026-000094	Larceny 18.2-96 (Misd.)	40 Block Mitchell Ave
09/12/2026	2026-000096	Larceny 18.2-96 (Misd.)	4600 Block Richmond Rd
09/16/2026	2026-000097	Intoxicated in Public 18.2-388 (Misd.)	4600 Block Richmond Rd
09/18/2026	2026-000098	DUI 18.2-266 (Misd.)	6500 Block Richmond Rd
09/24/2026	2026-000100	Larceny 18.2-96 (Misd.)	6600 Block Richmond Rd

TRAFFIC ENFORCEMENT

80

•	Fail to Stop at Stop Sign	3
•	Reckless Driving	4
•	Distracted Driving	5
•	Speeding	35
•	Expired Inspection	6
•	Suspended/Revoked License	1
•	Expired/Improper VA Registration	8 / 1
•	Town Citations Issued/Warning	0 / 2
•	All Other Traffic Summons	18
•	Traffic Crashes	3

COMMUNITY ENGAGEMENT

495

Neighborhood Select Patrols	25
Business Checks	323
Directed Patrols	146
Community Events	1

From the desk of Chief Barry M. Radden
549 Main Street - Warsaw, VA 22572
www.townofwarsaw.com/police



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 MEM Section 5, Item d.

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: 10/8/2026

RE: Public Works Report

Dear Council Members:

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

-WWTP

Monthly Numbers

Average daily Influent flow for September– 205,700 gallons, an increase of 100 gals from the month of August average daily flow.

Maximum influent flow for September– 265,300 gallons, an increase of 19,400 gals from the month of August max flow.

Nutrient Sampling Results

For September the average effluent Total Nitrogen (TN) concentration was 2.15 mg/l, within the limits of our permit.

For September the average effluent Total Phosphorus (TP) concentration was 0.12 mg/l, within the limits of our permit.

Monthly Operations and Maintenance

Operators repaired UV lamps and inventoried system supplies.

Power and Flow Tech assisted staff with mechanical seal failures on our return pumps. The pumps are planned for removal for inspection.

Completed and submitted our monthly operations report.

Operators serviced plant equipment as required by our preventive maintenance program.

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

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

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 MEMO Section 5, Item d.

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>

-Water Department

Attached you will find the Water Loss Report, for the month of September 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.

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

Completed training for the electronic water meters, all five are now active and working.

Water line tap for college was done and inspected.

-Refuse Department

For the month of August town staff made 16 trips to the landfill totaling 141 tons or 282,000 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.

Installed fall banners on poles.

Fall decorations started throughout town.

Monthly Water Loss Report

Section 5, Item d.

Water System: **Town Of Warsaw**

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

Water Produced this month: **6,466,300** gallons

Water Purchased this month: **0** gallons

A: Total Water Produced and Purchased = **6,466,300** gallons

Sold: Residential **6,184,800** gallons

Total Sold = **6,184,800** gallons

B: Difference: (Produced+Purchased) - Sold = **281,500** gallons

% Difference = **4 % total water loss**

Gallons of Water Accounted For:

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

C: Total Gallons Accounted For = **23,000** gallons

Loss: Unaccounted-for Water: (B-C) = **258,500** gallons

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

31 days in billing period

Gallons / Day Loss = **8,339** gallons/day

Gallons / Minute Loss = **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!

Application for Business Improvement Grant (BIG)

- 1. Name of Business or Property Owner: The Beauty Bungalow LLC
- 2. Address: 209 St. John's Street + Warsaw, Va. 22570
- 3. Tax Map ID: _____
- 4. Please Describe Improvements:
A business sign that can be seen from the road. Clients can easily find the location and prospective clients will see while passing on route 360.

- 5. Proposed Date for Construction to Begin: ASAP
- 6. Proposed Date for Construction Completion: ASAP
**Please attach before and after pictures, as well as Building Permit and Certificate of Occupancy, if any.*
- 7. Please attach copies of bills, invoices, or contracts that evidence cost of improvements
- 8. [Signature] 8/30/20
Signature of Owner Date

This Part for Review Comments Only:

FY: _____ Amount of Recommended Award: _____
Award Committee Chair Signature: _____
Date Approved by Council: _____
Council Comments: _____

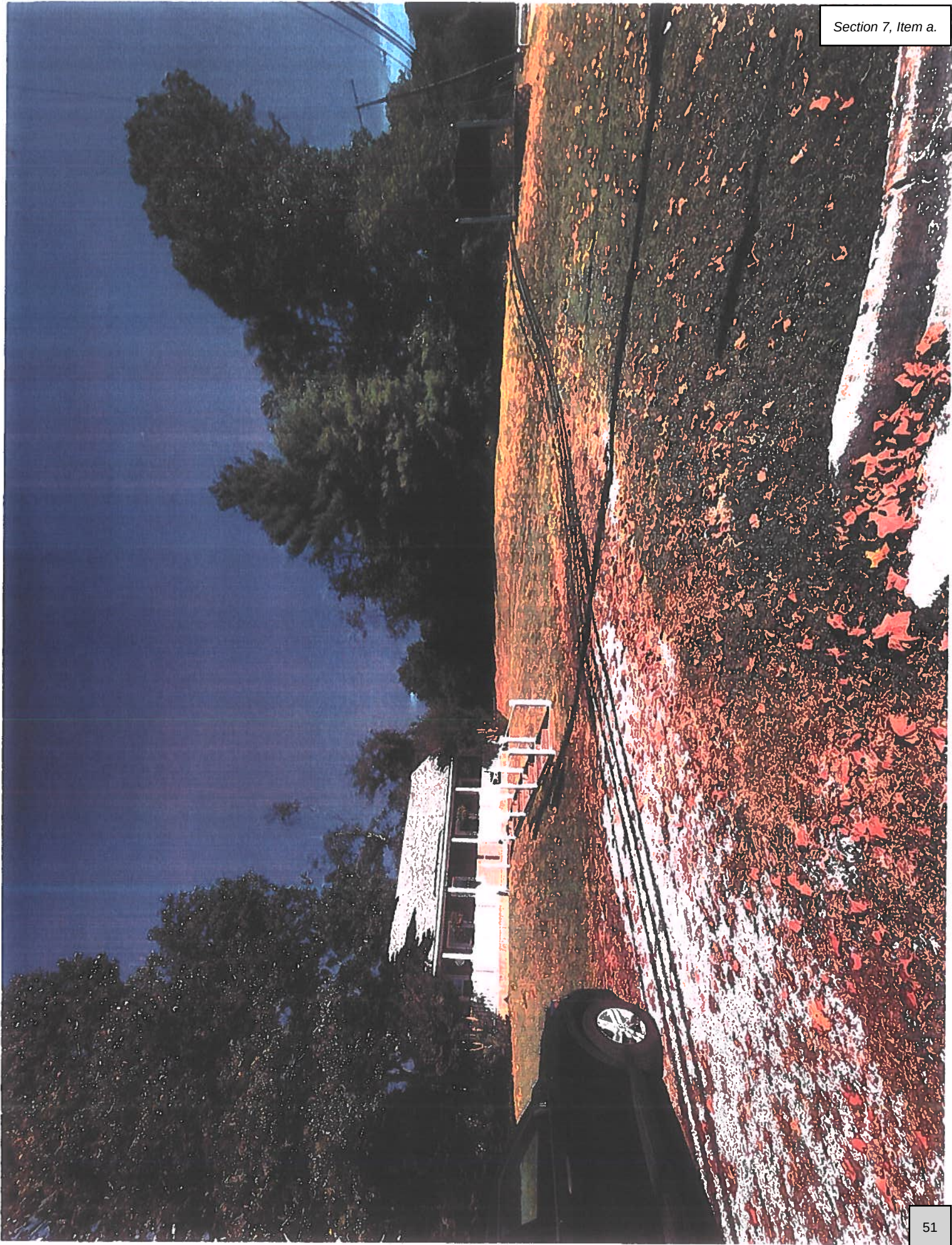
Award Committee Vote: _____ Aye _____ Nay
Final Award Amount: _____
Clerk/Treasurer Certification: _____





THE BEAUTY BUNGALOW LLC

SKINCARI



Melissa Coates

From: Jane Douglas <jdouglas0392@gmail.com>
Sent: Monday, October 5, 2026 3:46 PM
To: Melissa Coates
Subject: Fwd: Sign

----- Forwarded message -----

From: Roger Hale - Design Printing <designprinting@verizon.net>
Date: Mon, Aug 10, 2026 at 12:32 PM
Subject: Re: Sign
To: Jane Douglas <jdouglas0392@gmail.com>

Sorry to hear, hope everything is ok.

Measured 36" x 92"

2 options:

Outdoor vinyl: \$350. for both sides

~~✱~~ Outdoor Aluminum composite: \$770. for both sides

If you need cheaper options, let me know. These are the best for a longer life, outdoor applications.

Roger
Design Printing
Callao, VA 22435
todesignprinting.com

On Monday, August 10, 2026 at 12:09:47 PM EDT, Jane Douglas <jdouglas0392@gmail.com> wrote:

What's an estimate on a sign for the space where Irving packett real estate sign used to be? Sorry had to go to urgent care this morning

On Mon, Aug 10, 2026 at 12:00 PM Roger Hale - Design Printing <designprinting@verizon.net> wrote:
Stopped by this AM.

Roger
Design Printing
Callao, VA 22435
todesignprinting.com

Application for Business Improvement Grant (BIG)

- 1. Name of Business or Property Owner: Warsaw Baptist Church
- 2. Address: 226 Main Street, Warsaw, VA 22572
- 3. Tax Map ID: 16A2(4)26
- 4. Please Describe Improvements:
Please see attached photo of Warsaw Baptish Church approximately around 1970's. This
landscape design is what the members of the church would like to recreate. Although the
grounds and landscape have been continuously maintained since the church was built,
trash trees and vines have taken root, mostly due to birds dropping seeds and has been
difficult to control. The church has sought the advice of Arbor Care as to how to remedy
this problem. The shrubs will be sized to their original and proper sizes. This will be done
during the dormant colder winter months. Roots of trash trees and vines will be removed.
Photos of the current condition of the church's landscape are attached.
- 5. Proposed Date for Construction to Begin: Winter 2026 - 2027
- 6. Proposed Date for Construction Completion: 2 -3 weeks after beginning.
*Please attach before and after pictures, as well as Building Permit and Certificate of Occupancy, if any.
- 7. Please attach copies of bills, invoices, or contracts that evidence cost of improvements
- 8. Beverly O Motley, Trustee Sept. 30, 2026
Signature of Owner Date

This Part for Review Comments Only:

FY: _____ Amount of Recommended Award: _____
Award Committee Chair Signature: _____
Date Approved by Council: _____
Council Comments: _____

Award Committee Vote: _____ Aye _____ Nay _____
Final Award Amount: _____
Clerk/Treasurer Certification: _____

Arbor Care LLC
800 Laurel Springs Rd.
Hustle VA 22476

Estimate

Date	Estimate #
8/26 2026	1921

Name / Address
Packett, Marion 340 Memorial Dr Warsaw, Va 804-761-8356

			Project
Description	Qty	Cost	Total
Work site location Warsaw Baptist Church 226 Main St Warsaw, Va 22572			
1) 4 Shrubs at the left side of building Take down and remove all debris Remove stumps Leave debris level with grade			
2) 2 Crape Myrtles at rear of building Prune to remove all dead or broken limbs that are 0 25" in diameter and larger through-out the crown Thin live limbs 15-20% Remove lowest limbs to elevate crown height to desired point. Remove small shrubs and trees sprouts around base of Crapes.			
• Total for Items 1 and 2		875 00	875 00
3) Holly trees and hedges along front and sides of building Remove vines from outer canopy Sever vines at base • Some portion of vines may remain in plant Remove all resulting debris		1,050 00	1 050 00
4) 9 Holly trees and all Holly hedges along front and sides of building Shear and prune to maintain desired size and shape ~ Remove all resulting debris		1,800 00	1 800 00
		Total	

Customer Signature

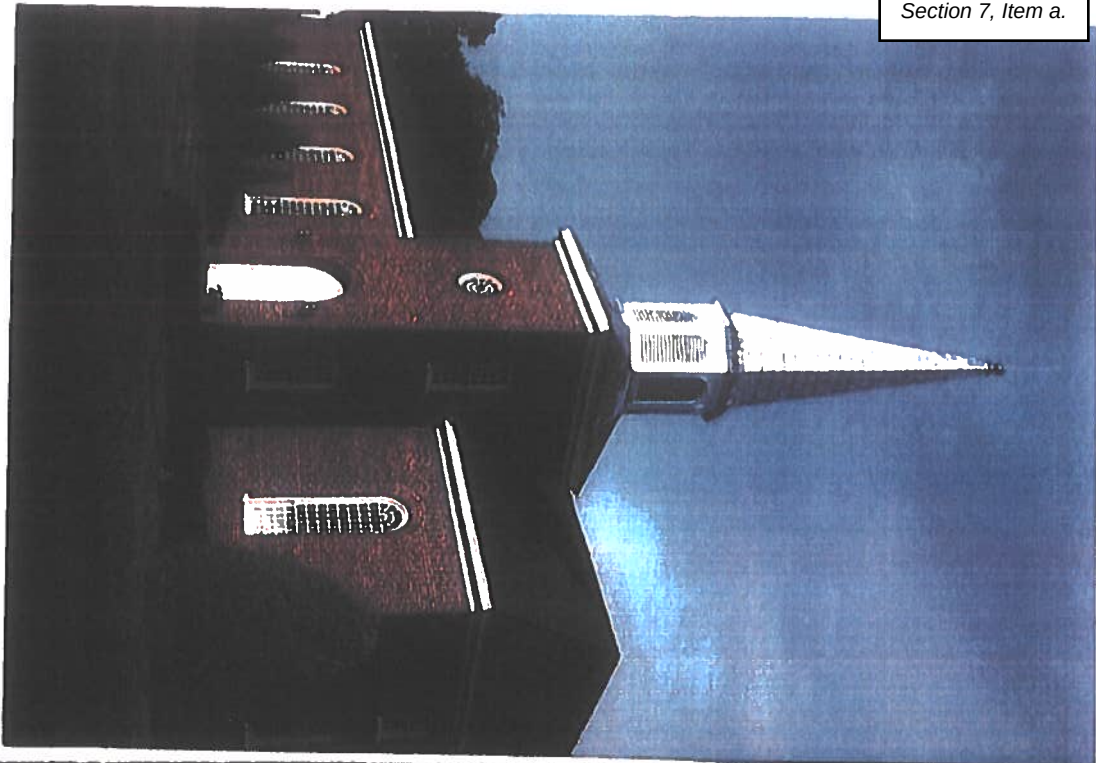
Arbor Care LLC
800 Laurel Springs Rd.
Hustle VA 22476

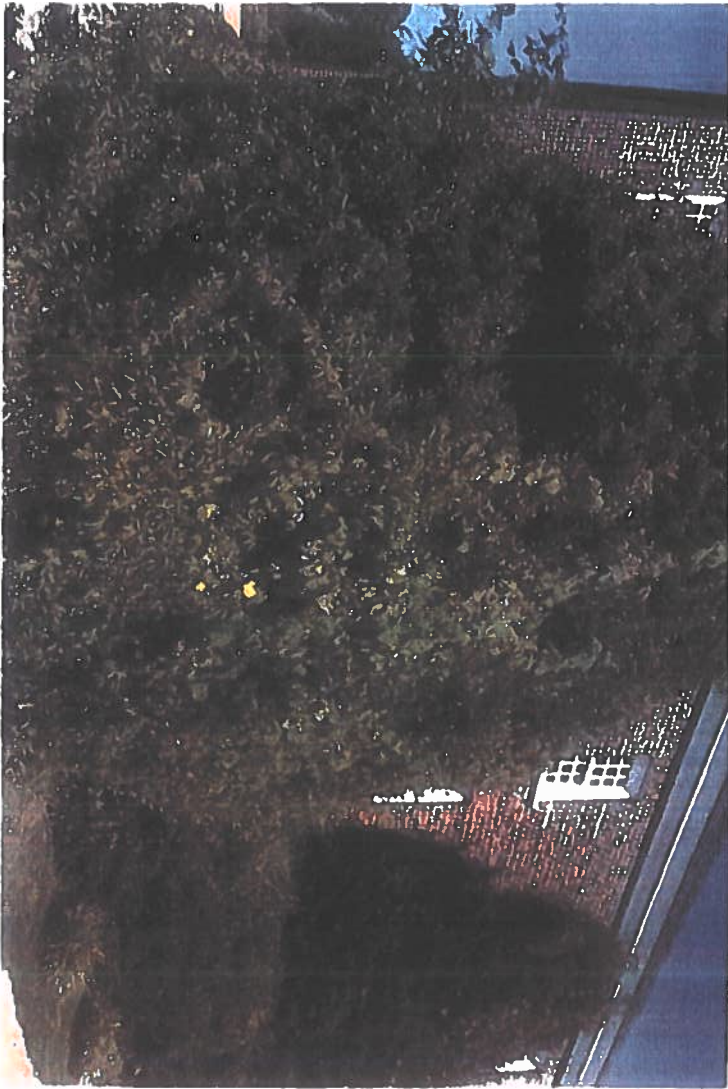
Estimate

Date	Estimate #
8/26/2020	1021

Name / Address
Packett, Marion 510 Magnolia Dr Warsaw, Va 2014- 61-8350

Customer Signature Beverly D. Motley







Dear Members of the Warsaw Town Council,

We, the residents of Woodland Heights Road, are writing to request formal action regarding the ongoing condition, safety, and future of our road. These concerns have existed for years, but continued residential development and increased traffic have made a permanent solution increasingly necessary.

It is our understanding that Woodland Heights Road has an existing 16-foot right-of-way that has originally served seven homes. According to information previously provided by the Town and a former property owner, additional right-of-way was intended to be obtained so the road could eventually meet VDOT requirements. When Packett Builders purchased the Northern property, a 34-foot easement was provided, which, combined with the existing 16 feet, would provide the 50 feet reportedly needed for VDOT purposes. That property was later sold to Vertical Builders, which has since constructed three homes, is building a fourth, and has the potential for two additional homes.

Despite this growth, the road has not been improved to accommodate the increased traffic. Woodland Heights Road remains extremely narrow, has inadequate drainage and recurring potholes, and provides no room for two vehicles to safely pass without one pulling into a resident's front yard. In addition to residential and construction traffic, the road is regularly used by the Town trash truck, and Town employees accessing the Town pump station located at the end of the road.

More than a year ago, a resident was told that the Town was beginning the process of working with VDOT to eventually have the road paved. More recently, another resident was informed that the project had been placed on hold because the estimated cost could be approximately \$150,000 and that residents may need to form an HOA to maintain the road themselves. We do not believe placing responsibility for the road on homeowners is a reasonable long-term solution, particularly as development and traffic continue to increase.

To our knowledge, Woodland Heights Road is the only unpaved residential road within the Town of Warsaw. Harris Avenue, which was developed after Woodland Heights and was also originally gravel, has since been paved despite serving fewer homes. We also believe it is reasonable to ask how additional residential development can continue without addressing whether the existing road can safely accommodate the additional traffic.

At this point, we are asking for a clear outcome and plan of action. We respectfully request that Woodland Heights Road be placed on the agenda for an upcoming Town Council meeting and that the Town provide residents with a written response addressing:

1. The current status of the proposed VDOT process and why it was placed on hold;
2. A realistic timeline and specific next steps toward a permanent solution.

We ask the Town to move forward with bringing Woodland Heights Road into the VDOT system. Residents should not have to drive through neighboring yards to pass an oncoming vehicle, nor

should homeowners be expected to privately maintain a road while additional development continues within Town limits.

Woodland Heights Road has gone unresolved for long enough. We respectfully ask the Town Council to make this matter a priority and provide residents with a clear plan for moving forward.

Thank you for your time and attention. We look forward to the Town Council's response and to a permanent resolution.

Sincerely,

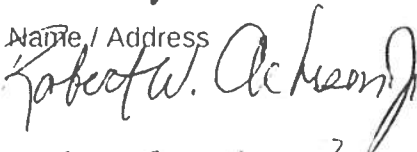
The Residents of Woodland Heights Road
Warsaw, Virginia

Resident Signatures:

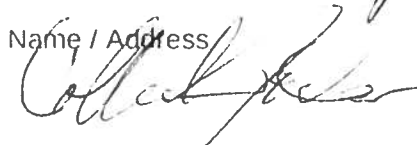
Name / Address

 168 WOODLAND HEIGHTS ROAD WARSAW, VA 22572

Name / Address

 124 Woodland Heights Rd. Warsaw, VA.

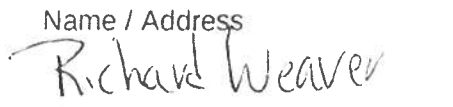
Name / Address

 229 Woodland Heights Rd., Warsaw, VA.

Name / Address

 249 Woodland Heights Rd, Warsaw, VA

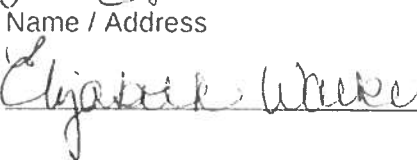
Name / Address

 Richard Weaver 88 woodland Heights Rd Warsaw Va

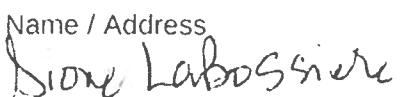
Name / Address

 24 Woodland Heights Rd Warsaw Va

Name / Address

 Charles Weaver 69 Woodland Hgts Rd

Name / Address

 Stone Labossiere 6128 Richmond Rd, Warsaw, VA 22572

Name / Address

Capitol Building / 10 142 Woodland Heights Rd
Arlington VA 22202

Name / Address

Name / Address



ARM Group LLC

Engineers and Scientists

March 20, 2026

Andrew Hammond, PE, CFM
Assistant Resident Engineer Land Use, Saluda Residency
Virginia Department of Transportation
87 Deacon Road
Fredericksburg, VA 22405

Re: Response to 1st Conceptual Plan Review
Woodland Heights Road
ARM Project 25011431

Dear Mr. Hammond:

ARM Group LLC (ARM) is submitting the following items for review:

- One (1) revised Preliminary Roadway Concept Plan set

We offer the following responses in ***bold italics*** to the 1st Conceptual Plan Review comment letter dated January 15, 2026:

1. The road will need to identify if the street will be private or proposed as public right-of-way for future VDOT maintenance.

Response: The proposed right-of-way on the Concept Plan has been revised to be labeled as “public”, and a note has been added to the Concept Plan stating the road is proposed as public.

2. If the road is proposed as public, then the VDOT SSAR’s shall apply including multiple connections in multiple directions.

Response: The road is proposed as public, and a note regarding VDOT SSAR multiple connections standards has been added to the Concept Plan. The proposed public road will require a waiver for the second required connection abiding by VA ADMIN. CODE CH. 92, 24VAC30-92-60, 2.(A):

“The adjoining property is completely built out, its state is such that redevelopment within 20 years is unlikely, and there is no stub out (either constructed or platted) to the property served by the network additions.

3. Provide daily and peak hour trips with completed turn lane charts per VDOT RDM, Appendix F.

PRECISE. RESPONSIVE. SOLUTIONS.

9560 Kings Charter Drive, Ashland, VA 23005

Response: *Acknowledged. Deferred until access road cross section is determined.*

4. Entrance spacing shall be in accordance with RDM Appendix F, Table 2-2.

Response: *The proposed public road is a “local street”, and, according to the above-mentioned standard, shall have a minimum spacing distance of 50 feet between entrance radii (not including entrance driveways). The nearest commercial entrance is spaced approx. 112 feet away according to Google Earth.*

5. Intersection sight distance shall be in accordance with RDM Appendix F, Table 2-5.

Response: *Acknowledged. Due to the uncertainty of the location for the access, ARM is not showing the intersection sight distance with this concept.*

6. Road horizontal radii (min. 200'), vertical grade, pavement width, shoulder, drainage, right-of-way, and easements shall be per the RDM Appendix B(1) for public roads.

Response: *The Concept Plan has been revised to conform to the above-mentioned design parameters.*

- *Road horizontal radii is min. 200'*
- *Vertical grade is per 2018 AASHTO Green Book Chapter 5 (Section 5.3)*
- *Pavement width is min. 24'*
 - *Pavement width min. 16' is shown per discussion with the District*
- *Shoulder width is min. 3'*
- *Drainage includes 2% road cross-slope, roadside ditches, and driveway culverts*
- *Right-of-way is min. 30' and min. 1' beyond edge of road components*
- *Easements have been added to encompass roadside drainage beyond the ROW and to encompass the turnaround beyond the ROW.*

7. Intersection radii shall be per RDM Appendix F, Table 4-3 and turn around designs shall be in accordance with RDM Appendix B(1).

Response: *The intersection radii of the Concept Plan have been revised to be 45'.*

8. Pavement design thickness shall be in accordance with RDM Appendix F for the entrance and the current version of the VDOT Pavement Design Guide for the remainder of the street.

Response: *The entrance design thickness shall match the thickness of Richmond Road per Appendix F standards for commercial entrances, and the remainder of the road shall be 6" base course and 2" surface course per VDOT Pavement Design Guide.*



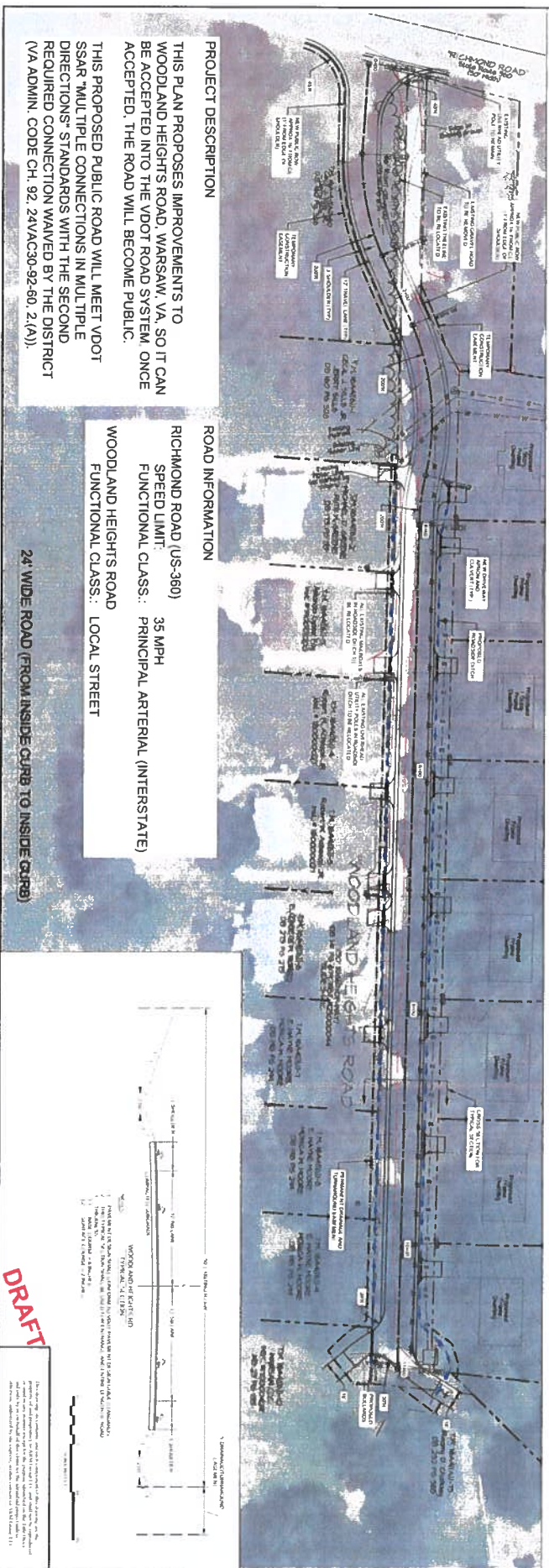
Respectfully submitted,

ARM Group LLC

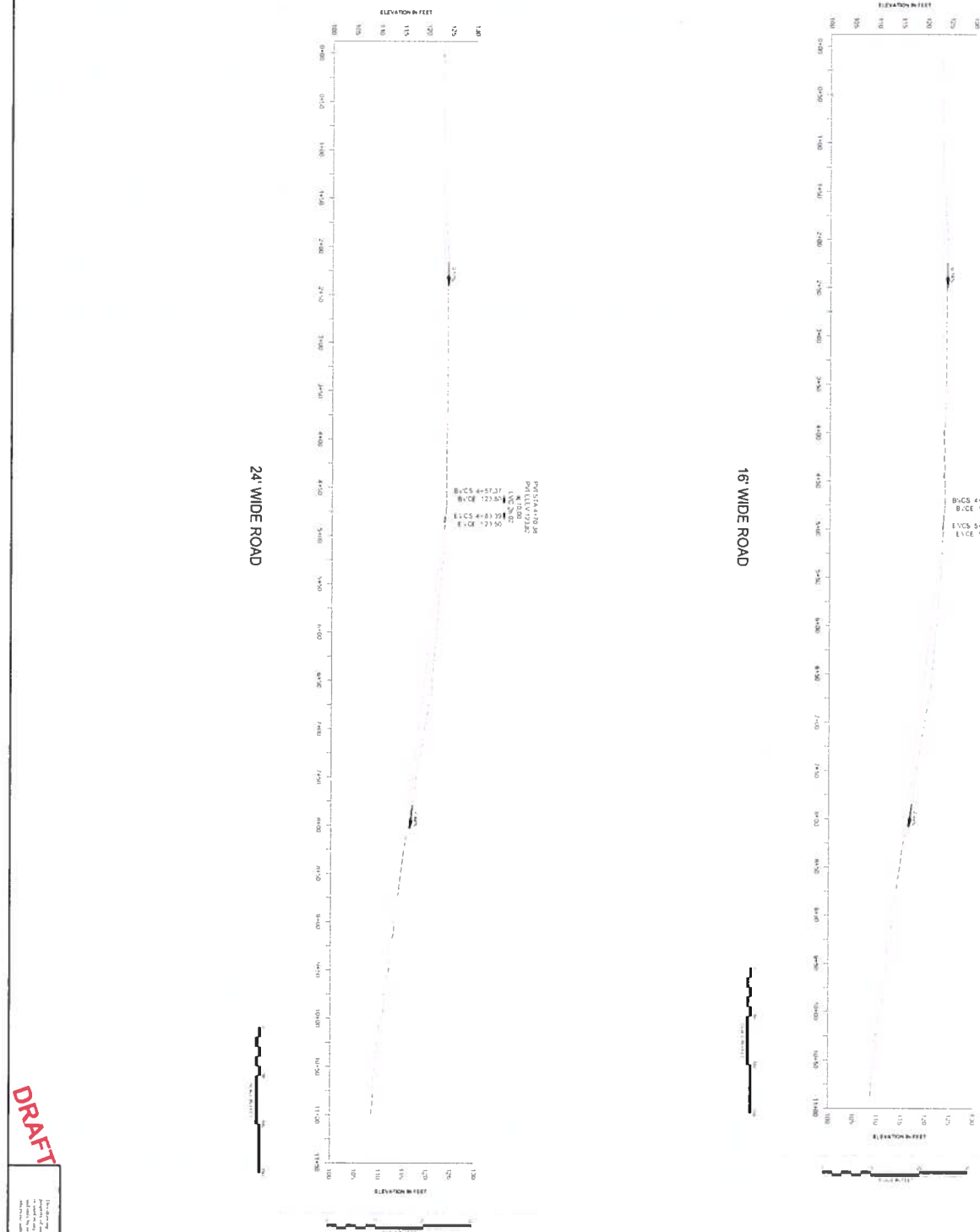


Anthony S. Call, PE
Principal Engineer





Sheet 1	PRELIMINARY ROADWAY CONCEPT PLAN		DATE	GSA	1" = 40'							 ARM Group LLC INCORPORATED IN VIRGINIA Engineers and Scientists www.armgroup.net
			DATE	MP	12/8/2025							
	WOODLAND HEIGHTS ROAD IMPROVEMENT TOWN OF WARSAW	WARSAW RICHMOND COUNTY, VIRGINIA	DATE	GSA	02/01/2026							
			 0 20 40 FEET									



DRAFT

This drawing is for informational purposes only and is not to be used for construction. It is subject to change without notice. The user assumes all liability for any use of this drawing. The user agrees to indemnify and hold the engineer harmless from all claims, damages, and expenses, including reasonable attorney's fees, arising from any use of this drawing.

Sheet 2	PRELIMINARY ROADWAY CONCEPT PLAN PROFILES WOODLAND HEIGHTS ROAD IMPROVEMENT TOWN OF WARSAW WARSAW RICHMOND COUNTY, VIRGINIA	GSA MP GSA 12-18-2024 025011421			 ARM Group LLC Engineers and Drafters www.armgroup.net
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The Saddlery wins 2026 John Paul Hanbury Award in Warsaw, Virginia

Titles are generated by AI from Meta

The [Northern Neck of Virginia Historical Society](#) announced that The Saddlery is the recipient of the 2026 Community John Paul Hanbury Award. The formal announcement will be made at the Society's annual fall meeting on October 14th, 2026.

The Dedication and Unveiling ceremony will be held on October 17th, 2026, at , 171 Main Street, Warsaw, VA 22572. Light refreshments will be served.

Congratulations to the [Town of Warsaw, VA](#) who was instrumental in saving The Saddlery. Additionally, our many thanks to the Friends of the Saddlery, The Saddlery Foundation and to Gregory Packett.

The John Paul Hanbury Award is a signature award program of the Northern Neck of Virginia Historical Society. The award encourages and recognizes outstanding restoration or renovation of properties of historic or architectural interest in Virginia's Northern Neck.