

Town of  
**WARSAW**  
*Heart of Virginia's Northern Neck*

## Town Council Meeting Agenda

May 14, 2026 at 6:00 PM

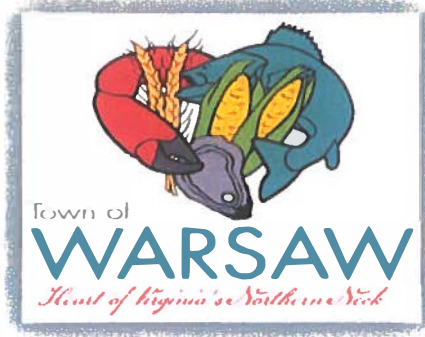
Council Chambers - 78 Belle Ville Lane

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1. **Call to Order**
2. **Pledge of Allegiance**
3. **Approval of Consent Agenda**
  - [a.](#) Agenda
  - [b.](#) Minutes – April 2026
  - [c.](#) Financial Report – April 2026
4. **Public Hearing**
  - [a.](#) FY 2027 Municipal Budget
  - [b.](#) Cannabis Ordinance
5. **Public Comment**
6. **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
7. **Old Business**
  - a. Reports
    - i. DHCD Housing Project
    - ii. 74 Main Street
  - b. Cannabis Ordinance Adoption
8. **New Business**
  - [a.](#) Saddlery Foundation Request - \$2,500 for Memorial Bench honoring Council & Staff involved with Saving the Saddlery
  - [b.](#) Resolution Honoring Council Member Rebecca C. Hubert - Dedication of Dog Park as the Rebecca Coggin Hubert Dog Park
  - [c.](#) National Safe Boating Week Resolution

9. **Closed Session - § 2.2-3711 (A)S - Prospective Business - Potential Uses for Property Owned by Jones Family**
10. **Council Members - Closing Comments**
11. **Adjournment**



# Town Council Agenda

May 14<sup>th</sup>, 2026 – 6:00 P.M.

1. Call to Order
2. Pledge of Allegiance
3. Approval of Consent Agenda
  - a. Agenda
  - b. Minutes – April 2026
  - c. Financial Report – April 2026
4. Public Hearings – FY 2027 Municipal Budget; Cannabis Ordinance
5. Public Comment
6. 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
7. Old Business
  - a. Project Updates
    - i. DHCD Housing Project
    - ii. 74 Main Street
  - b. Cannabis Ordinance Adoption
8. New Business
  - a. Saddlery Foundation Request - \$2,500 for Memorial Bench honoring Council & Staff Involved with Saving the Saddlery
  - b. Resolution Honoring Council Member Rebecca C. Hubert – Dedication of Dog Park as the Rebecca Coggin Hubert Dog Park
  - c. National Safe Boating Week Resolution
9. Closed Session - § 2.2-3711(A)5 – Prospective Business – Potential Uses for Property Owned by Jones Family
10. Council Members - Closing Comments
11. Adjournment

MINUTES  
WARSAW TOWN COUNCIL  
REGULAR MEETING  
APRIL 9, 2026

The Warsaw Town Council held its regular meeting on Thursday, April 9, 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, Jonathan English, Daphne Palmore, Bobby Walters, Patrick Stone and Ralph Self. No council members were absent.

Town staff present: Town Manager Joseph Quesenberry, Assistant Town Manager Missy Coates, Lieutenant Barry Radden, Chief of Police Sean Peterson, and Treasurer & Clerk Julia Blackley-Rice.

There was one other person present in the Council Chambers.

The Richmond County Volunteer Fire Department gave a special presentation at the fire engine dedication.

CALL TO ORDER

Mayor Phelps called the meeting to order at 6:21 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 Councilman Stone and carried with the following votes.

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

PUBLIC HEARING

CONDITIONAL USE PERMIT – SELF-STORAGE FACILITY

Mayor Phelps opened the public hearing and confirmed that the notice had been properly advertised in accordance with the Code of Virginia. The public hearing was held to receive input regarding a Conditional Use Permit request submitted by Pro Safe Acquisitions, LLC for the development of a self-storage facility with a mixed-use commercial component on property zoned C-3 Light Industrial.

Mayor Phelps called for public comment. There being no individuals present to speak, Mr. Quesenberry read the written correspondence received from M. Lewis of Northern Neck Regional Jail and the Richmond County Administrator, H. Mothershead. The concerns expressed in the correspondence focused primarily on public safety and security considerations due to the facility’s proximity to the jail. Specific concerns included the need for enhanced perimeter security, increased fencing height, sufficient lighting for visibility, comprehensive surveillance coverage, and extended retention of camera footage. Additional comments referred to the importance of protecting nearby infrastructure, including sewer system components, and ensuring that any development would not interfere with the operations of the jail. These written comments have been included as Attachment 1.

Mayor Phelps closed the public hearing and opened the floor for Council discussion. Mr. Mike Hankey, representing the applicant, addressed the Council and provided a detailed overview of the proposed project. He explained that the facility would include controlled gate access with individualized PIN codes, restricted hours of operation, and a comprehensive camera system covering both interior and exterior areas. Mr. Hankey noted that the facility would be well lit and designed to minimize impacts on surrounding properties. He further stated that the company maintains a strong track record of operating secure and professionally managed facilities and expressed a willingness to work with the Town and neighboring stakeholders to address any additional concerns. Mayor Phelps closed the public hearing,

Council engaged in discussion regarding appropriate conditions for approval of the Conditional Use Permit. Council members focused on balancing the need for enhanced security measures with compliance with Town Code and maintaining the aesthetic character of the area. Discussion included the feasibility of increased fence height along the portion of the property adjacent to the jail, the direction and intensity of lighting to ensure safety without negatively impacting neighboring properties, and the appropriate duration for security camera footage retention.

Following discussion, Councilman Stone moved to approve the Conditional Use Permit with the following conditions: an eight-foot fence around the entirety of the property, with a twelve-foot fence section along the side adjacent to the jail; increased lighting on the jail-facing side of the property; security camera coverage with a minimum thirty-day video retention period; and 7AM-10PM operating hours. Councilman Self seconded the motion, which carried with the following votes.

Randall L. Phelps	Aye	Paul Yackel	Aye
Mary Beth Bryant	Aye	Jonathan English	Aye

Daphne Palmore	Aye	Ralph Self	Aye
Patrick Stone	Aye	Bobby Walters	Aye

**PUBLIC COMMENTS**

Mr. Mitch Paulette with Richmond County Department of Emergency Services, addressed the Council to provide an overview of Richmond County’s transition from the Code Red emergency notification system to a new platform, Regroup. Mr. Paulette explained that the change was driven by both cost savings and improved functionality, noting that the new system offers enhanced communication capabilities, including the ability to send targeted emergency and non-emergency notifications. He highlighted the system’s ease of use for both administrators and residents, as well as its multilingual capabilities, which allow for broader community accessibility. Mr. Paulette also explained that the Town could utilize the system to communicate directly with residents regarding matters such as road closures, utility outages, or emergency situations. Informational materials provided have been included as Attachment 2.

There being no further 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**

Mr. Quesenberry provided a comprehensive update on Town operations and ongoing initiatives. He reported that the FY27 budget process is progressing, noting that a recent work session with Council was productive and allowed for detailed review of proposed revenues and expenditures. Mr. Quesenberry advised that personal property tax bills are expected to be mailed by the end of April, pending receipt of final data from the County.

Mr. Quesenberry also provided updates on economic development efforts, including continued coordination on projects within the Commerce Park and ongoing discussions regarding redevelopment opportunities at 74 Main Street. He noted that the Town is actively working with potential business partners and developers to encourage investment and growth within the community. Additionally, he highlighted upcoming community events, including the opening of the Town’s Community Market for the season, and encouraged public participation.

A copy of the Town Manager’s report has been included with these minutes as Attachment 3.

**POLICE REPORT:**

A copy of the monthly police report was included in the Council packet and is attached to these minutes as Attachment 4. Chief Peterson provided additional remarks, including the introduction of a new reporting format designed to improve transparency and public engagement. He also recognized Lieutenant Radden on his one-year anniversary with the department. Lieutenant Radden provided details regarding the upcoming National Night Out event scheduled for August 4, 2026, from 6PM-9PM in Warsaw Town Park, noting that the event is intended to strengthen relationships between law enforcement and the community.

**PUBLIC WORKS REPORT**

Mr. Quesenberry reviewed the monthly operations report. A copy of the monthly public works report was included in the Town Council packet and is attached to these minutes as Attachment 5.

**NORTHERN NECK REGIONAL JAIL REPORT**

The population report was provided in the Town Council packet. Vice-Mayor Yackel provided an update regarding an upcoming Council dinner and encouraged attendance, noting the importance of continued collaboration and communication among Council members.

**COUNCIL COMMITTEE REPORT: No committees met.**

**PLANNING COMMISSION:** Councilwoman Palmore reported that the Planning Commission met and reviewed the Capital Improvement Plan, which was recommended for approval to Council. She also noted that the Commission engaged in preliminary discussions regarding proposed amendments to the Town’s cannabis ordinance.

**OLD BUSINESS**

DHCD Housing Update: Ms. Coates provided an update on the Town’s housing rehabilitation program. She reported that two home rebuild projects have been completed, with residents expected to return to their homes in the coming weeks. Ms. Coates noted that the program has had a meaningful impact on the community, with several residents expressing appreciation for the improvements. She also stated that a ribbon-cutting ceremony is being planned to recognize the completion of these projects.

74 Main Street Project: Mr. Quesenberry provided an update on the state of 74 Main Street. He reported that meetings with the attorney have occurred, as well as

discussions on the bond. Mr. Quesenberry is hopeful the project will be put back out to bid next month or in June at the latest.

Cannabis Ordinance: Mr. Quesenberry presented proposed amendments to the Town’s cannabis ordinance to ensure compliance with recent changes in state law. He explained that the amendments include increasing setback requirements from 500 feet to 1,000 feet from sensitive uses, establishing a local tax rate within the allowable range, and providing a framework for indoor cultivation operations, subject to Conditional Use Permit approval.

Council engaged in discussion regarding the potential impacts of the ordinance, including economic development opportunities, regulatory oversight, and community perception. It was noted that while retail operations are not currently proposed, the amendments would establish a legal structure to address future requests and avoid potential legal challenges. A copy of the proposed ordinance has been attached as Attachment 6.

Following discussion, Councilman Stone moved to set the public hearing on the proposed Cannabis Ordinance for Planning Commission on May 7, 2026, at 6:00 p.m. and for Town Council on May 14, 2026 at 6:00 p.m. Councilman Walters seconded the motion, which carried with the following votes.

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

NEW BUSINESS

FY27 BUDGET Presentation Mr. Quesenberry presented the proposed FY27 budget, providing a comprehensive overview of the Town’s overall financial position and long-term objectives for financial strength and stability. He reported that the total proposed budget is \$4,001,749 and noted that no increases are proposed for real estate taxes, personal property taxes, or business license fees, with only rate adjustments occurring in water and sewer services. The presentation outlined what the budget funds across Town operations include public safety, public works, administration, and community services.

Mr. Quesenberry highlighted planned financial contributions, including approximately \$115,000 earmarked for reserves to strengthen fiscal sustainability and roughly \$250,000 dedicated to capital improvement projects (CIP). He reviewed major Town projects funded in the budget and discussed how these align with organizational priorities and infrastructure needs. Additional components of the presentation included adjustments

for employee compensation, such as cost-of-living increases and rising health insurance costs.

He also provided a detailed budget breakdown by department, an overview of General Fund revenue trends, and a review of enterprise funds, including water and sewer operations. Comparative analyses were presented showing the FY26 budget compared to the proposed FY27 budget, as well as budget and tax rate comparisons with surrounding localities, demonstrating that the Town remains competitive. Mr. Quesenberry concluded by emphasizing that the FY27 budget reflects a balanced approach, while maintaining fiscal responsibility while continuing to invest in infrastructure, services, and community development. A copy of the budget presentation has been included as Attachment 6.

After discussion, Councilman Stone made a motion to increase the contribution to Richmond County Little League to \$1,000.00. Councilman Walters seconded the motion, which carried with the following votes.

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

Councilwoman Palmore moved to set the A motion was made by Councilwoman Palmore to set the Public Hearing for the budget in the May 2026 Council meeting. Councilman Self seconded the motion, which carried with the following votes.

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

CLOSING COMMENTS:

- Mayor Phelps stated that it is about to get busy in the Town, with Amazon gearing up and other serious conversations taking place.
- Councilman English expressed gratitude for the Council and thanked the Town Staff for the budget. Additionally, Councilman English stated that population of Warsaw went up by one, and he wouldn't dream of raising his newest addition anywhere else.
- Councilman Walters commented on the great presentations during the meeting.
- Councilwoman Bryant stated that it was wonderful to see RCVFDs fire truck.

- Councilman Self stated that it was a very productive meeting, and that he is looking forward to the Farmer’s Market.
- Councilwoman Palmore congratulated Jonathan English on the arrival of his baby, congratulated Lieutenant Barry Radden on one year of service, and thanked the Town staff for the budget.
- Councilman Stone commented that a lot was accomplished this meeting.
- Vice-Mayor Yackel apologized for not being at the budget meeting.

There being no further business, the meeting was adjourned at approximately 7:52PM.

*Julia Blackley-Rice*  
\_\_\_\_\_

Submitted by: Julia Blackley-Rice, Clerk

Public Comment – CUP 26-01

Upon review of the application submitted by ProSafe Acquisition, LLC concerning a conditional use permit, references to gated access with unique security pin code requirements, perimeter fencing, adequate lighting and security cameras are noted.

However, it is not clear that these security measures are being imposed as conditions in the CUP. I would ask that the Town more clearly state these conditions as requirements in the CUP section.

Additionally, as there are security concerns related to the involvement of any proposed storage units in activity to include scoping out the jail property and buildings, escape attempts, or introduction of contraband to the neighboring regional jail, I would ask that these conditions be accompanied by the following specifications:

- Perimeter fencing at least 12 feet tall and with tops designed for difficult breaching
- Lighting sufficient enough to aid in potential identification of individuals, vehicle makes/models, and license plates at the gated entrance, in the least
- 24/7 security cameras that sufficiently cover access to each and any storage unit or stored vehicles to include RV's and boats with footage storage capability of at least 4 weeks

Finally, it is important to note that the jail's sewage system is located in the far back eastern corner of the facility's property. Any construction and future property work or maintenance on that side must prioritize the integrity of that system and its functionality.

Respectfully submitted,

*Michelle Lewis*

Michelle Lewis

Superintendent

Northern Neck Regional Jail

 Outlook

### Proposed Storage Facility

From Hope D. Mothershead <hmothershead@co.richmond.va.us>

Date Wed 4/8/2026 10:19 AM

To J Quesenberry <jquesenberry@town.warsaw.va.us>; Melissa Coates <mcoates@town.warsaw.va.us>

Please share the following with the Town Council members on behalf of the Richmond County Board of Supervisors:

I have received a copy of the concerns raised by the Northern Neck Regional Jail regarding the proposed storage facility. I am writing to encourage your careful consideration of those concerns.

As you evaluate the proposal, it is important to recognize the unique role the Jail plays in maintaining public safety and security for the region. Facilities of this nature operate under strict protocols, and any adjacent development has the potential to impact daily operations, security procedures and long-term planning. I realize this is a land use question, but also one that involves the safety of staff, inmates, and the broader community. Ensuring that all matters, especially those of a key public safety institution, are fully considered will help support a balanced and responsible project.

Thank you for your time, consideration and continued commitment to the well-being of the Warsaw community.

*Hope D. Mothershead*

**County Administrator  
Richmond County  
P. O. Box 1000  
101 Court Circle  
Warsaw, VA 22572  
Office (804) 333-5652  
Cell (804) 313-1218**

# Regroup



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***Sign up today!***

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## **There are several ways to sign up:**

- Scan the **QR Code**
- Access via this link:  
[https://embeds.regroucloud.com/orgs/richmondcountyva/channels/weather-alerts/signup\\_embed](https://embeds.regroucloud.com/orgs/richmondcountyva/channels/weather-alerts/signup_embed)
- Download the **Regroup mobile application**, enter **9f8633eab9** for **registry code** and **Richmond County, VA** as **network**
- Text: **richmondcountyva\_weather-alert\_channel** to **58339**





Town of  
**WARSAW**  
*Heart of Virginia's Northern Neck*

**MEMORANDUM**

TO: Warsaw Town Council

FROM: Joseph N. Quesenberry, Town Manager

DATE: 04/09/2026

RE: Town Manager's Report

Dear Council Members,

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

1. Budget Preparation

We held a great budget work session with members of Council last month as we discussed the proposed annual operating budget. The Planning Commission also reviewed the Capital Improvement Plan and recommended to Council for approval. We will further discuss these topics under the Planning Commission report and within New Business.

2. Personal Property Tax Update

We are still anticipating an end-of-April deadline to issue Personal Property taxes to Town residents, following the County's dispersal of materials to our office. Per Council's previous action, the Town Treasurer will extend the due date to June 30<sup>th</sup>, 2026, allowing for an

additional fifteen (15) days for payment.

3. Economic Development Update

Town staff members continue to work on a large project in the Commerce Park, having held meetings with company officials, their engineers and construction team, VDOT and County officials, etc., as we work through the project. We are working with the proposed restaurant to locate within 74 Main Street, working with the storage unit facility as they seek to build within Town, a potential mixed-use development along Main Street, and are working with Mr. Packett to assist in identifying tenants for the new MidTowne building. We will keep you updated as these projects move forward.

4. RCC Health Sciences Building

Town officials attended the RCC Health Sciences Groundbreaking ceremony on March 24<sup>th</sup>. Mayor Phelps spoke before a large crowd of officials, donors, staff, and students. Council Members Patrick Stone, Ralph Self, and Mary Beth Bryant attended, along with myself, Assistant Town Manager Missy Coates, and Treasurer Blackley-Rice. This is a great project for our Town, County, and greater NNK community. We thank all of those involved!

5. Warsaw Community Market

The Warsaw Community Market opens this Saturday, April 11<sup>th</sup>, from 9AM to 1PM at the Warsaw Town Park! Come check out our many vendors, live music, and enjoy a beautiful day in our spacious park facility. Help us support our local vendors as they provide locally sourced foods and goods to our community.



# Warsaw Police Department



*From the desk of Chief Sean L. Peterson*

**MONTHLY ACTIVITY REPORT**  
**March 1-31, 2026**  
**Total calls for service: 695**

**Section I: Incidents 7**

DATE	CASE	OFFENSE	BLK / STREET
03/01/2026	2026-000018	18.2 - 250: Poss Narcotics Felony	30 - Blk Sabine Hall Rd
03/01/2026	2026-000019	18.2 - 388: Public Intoxication Misdemeanor	4000 - Richmond Rd
03/03/2026	2026-000020	19.2 - 306: Probation Violation Felony	400 - Blk Main St
03/04/2026	2026-000021	18.2 - 95 Grand Larceny Felony	4000 - Blk Richmond Rd
03/08/2026	2026-000023	18.2 - 47: Abduction Felony	30 - Blk Town Center Wy
03/10/2026	2026-000024	PB - 15: Probation Parole Felony	400 - Blk Main St
03/16/2026	2026-000025	18.2 - 456 Capias Probation Parole Felony	400 - Blk Main St

**Section II: Incidents 6**

DATE	CASE	OFFENSE	BLK / STREET
03/01/2026	2026-000018	18.2 - 250: Poss Narcotics Felony	30 - Blk Sabine Hall Rd
03/01/2026	2026-000019	18.2 - 388: Public Intoxication Misdemeanor	4000 - Richmond Rd
03/03/2026	2026-000020	19.2 - 306: Probation Violation Felony	400 - Blk Main St
03/04/2026	2026-000021	18.2 - 95 Grand Larceny Felony	4000 - Blk Richmond Rd
03/10/2026	2026-000024	PB - 15: Probation Parole Felony	400 - Blk Main St
03/16/2026	2026-000025	18.2 - 456 Capias Probation Parole Felony	400 - Blk Main St



# Warsaw Police Department

*From the desk of Chief Sean L. Peterson*



### Section III: Traffic 136

Driving on Suspended/Revoked License	2
Reckless Driving	2
Distracted Driving	6
Speeding	43
Expired Inspection	15
Stop Sign	12

### Section III Continued

Expired / Improper VA Registration	4
Town Citations Issued	2
All Other Traffic Summons	43
Traffic Crashes	7

### Section IV: Community Engagement 554

Neighborhood Select Patrols	124
Business Checks / Directed Patrols	378/52
Community Events	0

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: 4/09/2026

RE: Public Works Report

Dear Council Members:

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

**-WWTP**

#### **Monthly Numbers**

Average daily Influent flow for March – 186,800 gallons, a decrease of 1,400 gals from the month of February average daily flow.

Maximum influent flow for March – 230,300 gallons, a decrease of 12,000 gals from the month of February max flow.

#### **Nutrient Sampling Results**

For March the average effluent Total Nitrogen (TN) concentration was 2.31 mg/l, within the limits of our permit.

For March the average effluent Total Phosphorus (TP) concentration was 0.05 mg/l, within the limits of our permit.

#### **Monthly Operations and Maintenance**

SBR #1 waste pump was replaced and restored to service.

Completed and submitted monthly operations report.

Plant staff assisted with residential trash pick-up.

Recycling pump station was repaired and restored to normal operation.

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

Plant staff surveyed grounds keeping equipment in preparation for grass season.

Plant Operators assisted water department with recording meter readings.

Plant effluent samples taken and tested for the month of March met all requirements as to our 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 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>

**-Water Department**

Attached you will find the Water Loss Report, for the month of March we are at a 2% 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.

Well Tank #4 was drained, cleaned, inspected and put back into service.

The town also had a sewer line that the ground eroded away from it and exposed the line, this was due to water runoff. The town reached out to the Jones Brothers to remedy the issue; it has since been taken care of.

**-Refuse Department**

For the month of February town staff made 13 trips to the landfill totaling 108 tons or 216,000 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.

Cleaned up the grounds at our Maintenance shop.

Replaced the Winter banners with spring, along with replacing the older Warsaw banners with the updated ones.

Grass cutting at all Town owned facilities.

Decorated for the Easter Holiday.

# Monthly Water Loss Report

Water System:

For the Month of:

Year:

**Water Produced this month:**  gallons

**Water Purchased this month:**  gallons

**A: Total Water Produced and Purchased =** **5,488,100 gallons**

**Sold: Residential**  gallons

**Total Sold =** **4,955,543 gallons**

**B: Difference: (Produced+Purchased) - Sold =** **532,557 gallons**

**% Difference =** **10 % total water loss**

**Gallons of Water Accounted For:**

Breaks (Estimated Total)	<input type="text" value="25,000"/>	gallons
Hydrant Flushing	<input type="text" value="0"/>	gallons
Storage Tank/Clearwell overflow	<input type="text" value="400,000"/>	gallons
Fire Hydrant Use	<input type="text" value="0"/>	gallons
Fire Department Use	<input type="text" value="2,500"/>	gallons
Leak adjustments	<input type="text" value="0"/>	gallons
Maintenance shop	<input type="text" value="5,000"/>	gallons
Sewer jetting	<input type="text" value="0"/>	gallons
Town watering flowers	<input type="text" value="0"/>	gallons
Office/Police Dept.	<input type="text" value="2,000"/>	gallons
Pool	<input type="text" value=""/>	gallons

**C: Total Gallons Accounted For =** **434,500 gallons**

**Loss: Unaccounted-for Water: (B-C) =** **98,057 gallons**

**% Loss: Unaccounted-for Water: (B-C)/A %=** **2 % unaccounted - for loss**

days in billing period

**Gallons / Day Loss =** **3,502 gallons/day**

**Gallons / Minute Loss =** **2 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  
5/12/2026 10:02:21 AM

Period Ending 4/30/2026

### 10 GENERAL FUND

Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
<b>Revenues</b>							
10-300-0000 PERMITS & FEES	3,000	0.00	115.00	115.00	2,410.00	(590.00)	80%
10-301-0000 S W USER FEE - COMMERCIAL	180,000	0.00	16,755.00	16,755.00	162,279.77	(17,720.23)	90%
10-301-5000 SW USER FEE - RESIDENTIAL	89,000	0.00	7,371.80	7,371.80	73,701.80	(15,298.20)	83%
10-305-0000 REAL ESTATE TAXES	280,000	0.00	18.09	18.09	248,412.01	(31,587.99)	89%
10-306-0000 PERSONAL PROPERTY TAXES	170,000	0.00	44,826.82	44,826.82	46,548.54	(123,451.46)	27%
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	49,651.00	49,651.00	49,651.00	(125,349.00)	28%
10-315-0000 BUSINESS LICENSES	140,000	0.00	16,202.56	16,202.56	183,290.36	43,290.36	131%
10-320-0000 VEHICLE TAX/DECALS	40,000	0.00	1,216.00	1,216.00	1,204.52	(38,795.48)	3%
10-325-0000 STATE SALES TAX	120,000	0.00	10,724.30	10,724.30	138,253.93	18,253.93	115%
10-326-0000 MEALS TAX	675,000	0.00	67,819.41	67,819.41	613,808.65	(61,191.35)	91%
10-327-0000 LODGING TAX	42,000	0.00	2,620.53	2,620.53	32,298.99	(9,701.01)	77%
10-328-0000 CIGARETTE TAX	80,000	0.00	3,840.95	3,840.95	63,399.18	(16,600.82)	79%
10-330-0000 FINES	35,000	0.00	4,885.70	4,885.70	44,371.78	9,371.78	127%
10-345-0000 INTEREST INCOME/GEN	25,000	0.00	2.71	2.71	11,261.85	(13,738.15)	45%
10-355-0000 LAW ENFORCEMENT ASS'T	34,500	0.00	0.00	0.00	32,520.00	(1,980.00)	94%
10-360-0000 UTILITY/CONSMPTION TX	15,000	0.00	327.61	327.61	13,522.43	(1,477.57)	90%
10-361-0000 COMMUNICATIONS TAX	29,000	0.00	4,941.30	4,941.30	27,250.78	(1,749.22)	94%
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	3,000.00	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	750.00	6,750.00	6,750.00	
10-390-0000 MISC/INCOME	4,000	0.00	6,513.13	6,513.13	8,474.88	4,474.88	212%

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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	0.00	19,595.94	19,595.94	
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	0.00	0.00	(3,000.00)	
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	1,186.92	1,186.92	11,202.30	(797.70)	93%
10-397-0000 TRASH DUMPSTERS	10,000	0.00	0.00	0.00	2,692.00	(7,308.00)	27%
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	0.00	0.00	20,440.00	(3,560.00)	85%
Revenues Totals:	3,091,435	0.00	242,768.83	242,768.83	2,619,680.63	(471,754.37)	85%
<b>Expenses</b>							
10-420-0200 SALARIES/ADM	389,000	0.00	30,769.60	30,769.60	333,172.85	55,827.15	86%
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	2,309.09	2,309.09	26,059.80	3,940.20	87%
10-420-0600 SHORT&LONG TERM DISABILITY	2,200	0.00	127.84	127.84	1,278.40	921.60	58%
10-420-0700 RETIREMENT-LI/ADM	43,000	0.00	3,646.58	3,646.58	35,406.51	7,593.49	82%
10-420-0900 MEDICAL INS/ADM	60,360	0.00	5,030.00	5,030.00	54,845.00	5,515.00	91%

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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	864.69	864.69	12,095.48	2,904.52	81%
10-420-1100 TELEPHONE/OFFICE	8,000	0.00	374.32	374.32	6,283.91	1,716.09	79%
10-420-1300 ELECTRICITY/OFFICE	5,000	0.00	235.10	235.10	3,703.30	1,296.70	74%
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	253.57	253.57	4,727.56	15,272.44	24%
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	0.00	0.00	8,692.66	6,807.34	56%
10-420-2300 LEGAL SERVICES	25,000	0.00	8,003.20	8,003.20	26,451.30	(1,451.30)	106%
10-420-2600 ADVERTISING	30,000	0.00	6,137.52	6,137.52	41,634.07	(11,634.07)	139%
10-420-3100 AUTO O/M-ADM EXPENSE	5,500	0.00	1,023.32	1,023.32	3,413.19	2,086.81	62%
10-420-3200 OFFICE SUPPLIES	18,000	0.00	662.80	662.80	22,691.04	(4,691.04)	126%
10-420-3300 PRINTING/REPORTS/MAPPING	250	0.00	6.50	6.50	317.50	(67.50)	127%
10-420-3400 COMPUTER SUPPORT FEE	20,000	0.00	928.29	928.29	16,949.09	3,050.91	85%
10-420-3450 COMPUTER O/M	6,500	0.00	39.98	39.98	1,019.79	5,480.21	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	1,028.39	1,028.39	4,247.75	(1,247.75)	142%
10-420-5350 SAFETY PROGRAM	500	0.00	0.00	0.00	168.75	331.25	34%
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	574.49	574.49	15,228.05	(228.05)	102%
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	1,562.45	1,562.45	8,428.44	571.56	94%
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	63,577.73	63,577.73	717,278.04	100,431.96	88%

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### 10 GENERAL FUND

Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
10-510-0200 SALARIES/WPD	332,000	0.00	23,346.80	23,346.80	271,094.92	60,905.08	82%
10-510-0201 OT/BONUS - WPD	12,000	0.00	369.08	369.08	21,761.44	(9,761.44)	181%
10-510-0500 PAYROLL TAXES/WPD	25,500	0.00	1,889.47	1,889.47	22,556.53	2,943.47	88%
10-510-0600 SHORT&LONG TERM DISABILITY	1,800	0.00	214.80	214.80	2,116.94	(316.94)	118%
10-510-0700 RETIREMENT/LI/WPD	36,000	0.00	3,223.00	3,223.00	31,790.50	4,209.50	88%
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	36,500	0.00	3,018.00	3,018.00	33,719.00	2,781.00	92%
10-510-1000 PROFESSIONAL DEVELOP/WPD	4,000	0.00	0.00	0.00	1,319.37	2,680.63	33%
10-510-1100 LEGAL FEES/WPD	10,000	0.00	0.00	0.00	957.60	9,042.40	10%
10-510-2000 Electricy - WPD	2,000	0.00	0.00	0.00	2,665.08	(665.08)	133%
10-510-2100 Grounds/Maintenance - WPD	10,000	0.00	395.00	395.00	10,747.05	(747.05)	107%
10-510-3100 AUTO O/M-WPD	24,000	0.00	278.36	278.36	25,910.48	(1,910.48)	108%
10-510-3200 UNIFORMS/SUPPLIES/WPD	8,000	0.00	0.00	0.00	4,654.26	3,345.74	58%
10-510-3210 POLICE SUPPLIES	15,000	0.00	0.00	0.00	3,391.25	11,608.75	23%
10-510-3220 OFFICE SUPPLIES	10,000	0.00	135.44	135.44	4,414.06	5,585.94	44%
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/WPD	20,000	0.00	8,219.24	8,219.24	29,957.96	(9,957.96)	150%
10-510-3500 TELECOMMUNICATIONS	10,000	0.00	857.77	857.77	8,060.80	1,939.20	81%
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	(2,627.33)	(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	676.13	676.13	676.13	3,323.87	17%
10-510-3710 GRANT/DMV	0	0.00	1,503.98	1,503.98	4,887.73	(4,887.73)	
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	0.00	0.00	0.00	6,286.00	
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	41,499.74	41,499.74	569,860.18	162,275.82	78%

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### 10 GENERAL FUND

Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
10-550-0200 SALARIES/PS	238,000	0.00	16,006.30	16,006.30	194,780.93	43,219.07	82%
10-550-0201 OT/BONUS - PS	13,000	0.00	0.00	0.00	16,856.36	(3,856.36)	130%
10-550-0500 PAYROLL TAXES/PS	18,500	0.00	1,225.89	1,225.89	16,243.01	2,256.99	88%
10-550-0600 SHORT&LONG TERM DISABILITY	1,100	0.00	62.65	62.65	605.64	494.36	55%
10-550-0700 RETIREMENT/LI/PS	20,500	0.00	1,683.20	1,683.20	16,248.79	4,251.21	79%
10-550-0900 MEDICAL INS/PS	48,288	0.00	4,024.00	4,024.00	43,258.00	5,030.00	90%
10-550-1100 TELEPHONES - PUBLIC SERVICE	3,514	0.00	256.07	256.07	3,379.10	134.90	96%
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	3,587.09	3,587.09	18,836.67	1,163.33	94%
10-550-2000 Dog Park	2,000	0.00	11.99	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	467.40	467.40	25,574.24	3,425.76	88%
10-550-3150 VEHICLE M&O/PS	10,000	0.00	1,302.60	1,302.60	9,765.93	234.07	98%
10-550-3200 UNIFORMS/ETC	1,500	0.00	51.96	51.96	1,124.85	375.15	75%
10-550-3300 EQPT/SUPPLIES/PS	2,500	0.00	103.69	103.69	3,594.94	(1,094.94)	144%
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	105.00	105.00	2,580.39	(2,580.39)	
10-550-3700 BEAUTIFICATION	40,000	0.00	5,141.40	5,141.40	50,532.66	(10,532.66)	126%
10-550-3800 STREET LIGHTS	35,000	0.00	3,229.06	3,229.06	33,521.89	1,478.11	96%
10-550-3850 SIDEWALKS	30,000	0.00	4,462.25	4,462.25	14,796.69	15,203.31	49%
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	7,911.00	7,911.00	544,687.50	5,312.50	99%

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### 10 GENERAL FUND

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<b>(EXPENSE)</b>							
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	524.24	524.24	4,886.48	1,613.52	75%
10-550-5700 MISCELLANEOUS/PS	1,500	0.00	192.30	192.30	1,938.21	(438.21)	129%
10-550-6100 THE SADDLERY	5,000	0.00	272.17	272.17	4,543.83	456.17	91%
10-550-6200 THE BOUNDS	30,000	0.00	1,064.64	1,064.64	11,475.12	18,524.88	38%
10-550-6400 COMMUNITY MARKET	2,000	0.00	630.00	630.00	3,090.45	(1,090.45)	155%
10-550-6500 PROJECT CONTINGENCIES	0	0.00	225.00	225.00	18,800.22	(18,800.22)	
10-550-6600 74 MAIN STREET	0	0.00	0.00	0.00	1,652.24	(1,652.24)	
PUBLIC SERVICE Totals:	1,301,652	0.00	52,539.90	52,539.90	1,086,725.39	214,926.61	83%

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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	90.00	90.00	1,595.90	404.10	80%
10-600-8200 EMERGENCY ASSITANCE FUND	0	0.00	0.00	0.00	10,000.00	(10,000.00)	
<b>CONTRIBUTIONS Totals:</b>	<b>63,700</b>	<b>0.00</b>	<b>90.00</b>	<b>90.00</b>	<b>71,008.80</b>	<b>(7,308.80)</b>	<b>111%</b>

**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	3,320.00	3,320.00	78,423.26	(38,423.26)	196%
Totals:	40,000	0.00	3,320.00	3,320.00	78,423.26	(38,423.26)	196%

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Period Ending 4/30/2026

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

Town of Warsaw  
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Period Ending 4/30/2026

10 GENERAL FUND

Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
10-998-0001 CAPITAL OUTLAYS	0	0.00	1,702.50	1,702.50	98,625.53	(98,625.53)	
CAPITAL ITEM EXPENSE Totals:	0	0.00	1,702.50	1,702.50	98,625.53	(98,625.53)	

## Budget vs Actual

Town of Warsaw  
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Period Ending 4/30/2026

**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	1,621.00	16,210.00	3,242.00	83%
10-999-0002 POLICE CARS DEBT (5 YRS)	11,065	0.00	923.00	923.00	9,230.00	1,835.00	83%
10-999-0003 STORMWATER FACILITY DEBT	38,157	0.00	3,179.78	3,179.78	31,797.80	6,359.20	83%
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	2,448.92	24,308.24	(5,207.24)	127%
10-999-0009 TRASH TRUCK DEBT (FY2025)	33,710	0.00	2,876.00	2,876.00	28,760.00	4,950.00	85%
10-999-0010 POLICE CAR LOAN FY26 (5YRS)	12,000	0.00	1,307.10	1,307.10	13,071.00	(1,071.00)	109%
<b>DEBT SERVICE Totals:</b>	<b>136,237</b>	<b>0.00</b>	<b>12,355.80</b>	<b>12,355.80</b>	<b>131,363.49</b>	<b>4,873.51</b>	<b>96%</b>

**Budget vs Actual**

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Expenses Totals:	3,091,435	0.00	175,085.67	175,085.67	2,753,966.99	337,468.01	89%
10 GENERAL FUND Revenues Over/(Under) Expenses:			67,683.16	67,683.16	(134,286.36)		

## Budget vs Actual

Town of Warsaw  
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Period Ending 4/30/2026

### 30 WATER FUND

Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
<b>Revenues</b>							
30-305-0000 WATER USER FEES	458,092	0.00	34,410.61	34,410.61	352,802.36	(105,289.64)	77%
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	0.00	0.00	0.00	(100.00)	
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	34,410.61	34,410.61	355,796.13	(1,104,895.87)	24%
<b>Expenses</b>							
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

Town of Warsaw  
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Period Ending 4/30/2026

### 30 WATER FUND

Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
30-810-0200 SALARIES/WATER	163,000	0.00	11,302.40	11,302.40	136,462.21	26,537.79	84%
30-810-0201 OT/BONUS - WATER	13,000	0.00	96.39	96.39	11,286.49	1,713.51	87%
30-810-0500 PAYROLL TAXES/WTR	13,000	0.00	806.68	806.68	10,731.51	2,268.49	83%
30-810-0600 SHORT&LONG TERM DISABILITY	850	0.00	45.66	45.66	456.60	393.40	54%
30-810-0700 RETIREMENT/LIFE INS/WTR	16,500	0.00	1,339.52	1,339.52	13,368.85	3,131.15	81%
30-810-0900 MEDICAL INS/WTR	24,144	0.00	1,006.00	1,006.00	11,920.00	12,224.00	49%
30-810-1100 TELEMETRY/TELEPHONE/WTR	2,500	0.00	151.17	151.17	1,809.48	690.52	72%
30-810-1300 ELECTRICITY/WELLS/WTR	30,000	0.00	3,168.86	3,168.86	29,803.75	196.25	99%
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	0.00	0.00	0.00	6,000.00	
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	119.70	119.70	2,054.97	245.03	89%
30-810-2900 EQUIPMENT/TOOLS/WTR	3,500	0.00	37.98	37.98	2,010.82	1,489.18	57%
30-810-3000 OFFICE EQUIPMENT/WTR	2,000	0.00	263.36	263.36	2,802.38	(802.38)	140%
30-810-3100 VEHICLE M/O-WTR	19,000	0.00	79.80	79.80	7,935.64	11,064.36	42%
30-810-3200 OFFICE SUPPLIES/WTR	2,750	0.00	277.61	277.61	3,250.27	(500.27)	118%
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	105.00	105.00	1,043.13	1,456.87	42%
30-810-4100 MISS UTILITY GRIDS/WTR	500	0.00	39.59	39.59	171.80	328.20	34%
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	2,312.98	(312.98)	116%
30-810-4600 WATER TESTING	3,000	0.00	8.33	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 4/30/2026

**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	85.28	85.28	6,884.46	7,115.54	49%
30-810-5100 REPAIRS/WATER LINE	10,000	0.00	1,316.02	1,316.02	20,354.46	(10,354.46)	204%
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	119.21	119.21	1,188.90	811.10	59%
30-810-5900 TRAINING & LICENSING	1,000	0.00	0.00	0.00	225.00	775.00	23%
<b>WATER DEPT Totals:</b>	<b>413,544</b>	<b>0.00</b>	<b>20,368.56</b>	<b>20,368.56</b>	<b>336,492.15</b>	<b>77,051.85</b>	<b>81%</b>

Budget vs Actual

Section 3, Item c.

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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

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Period Ending 4/30/2026

## 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

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Period Ending 4/30/2026

Expenses Totals:	1,460,692	0.00	20,368.56	20,368.56	336,551.14	1,124,140.86	23%
30 WATER FUND Revenues Over/(Under) Expenses:			14,042.05	14,042.05	19,244.99		

## Budget vs Actual

Town of Warsaw  
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Period Ending 4/30/2026

### 40 WASTEWATER FUND

Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
<b>Revenues</b>							
40-351-0000 WASTEWATER USER FEES	903,888	0.00	67,605.32	67,605.32	707,554.59	(196,333.41)	78%
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	67,605.32	67,605.32	714,624.06	(252,263.94)	74%
<b>Expenses</b>							
40-820-0200 SALARIES/WWF	172,000	0.00	12,610.88	12,610.88	139,507.49	32,492.51	81%
40-820-0201 OT/BONUS - WASTEWATER	10,000	0.00	195.06	195.06	13,920.19	(3,920.19)	139%
40-820-0500 PAYROLL TAXES/WWF	13,000	0.00	979.67	979.67	11,818.52	1,181.48	91%
40-820-0600 SHORT&LONG TERM DISABILITY	950	0.00	48.13	48.13	481.30	468.70	51%
40-820-0700 RETIREMENT/LIFE INS/WWF	19,000	0.00	1,520.47	1,520.47	13,646.14	5,353.86	72%
40-820-0900 MEDICAL INS/WWF	36,216	0.00	3,018.00	3,018.00	31,186.00	5,030.00	86%
40-820-1000 EDUCATION/PROFESSIONAL DEVELOPMENT	0	0.00	1,058.04	1,058.04	1,213.04	(1,213.04)	
40-820-1100 TELEPHONE/WWF	7,000	0.00	263.04	263.04	3,450.88	3,549.12	49%
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	4,884.90	4,884.90	52,638.40	7,361.60	88%
40-820-1350 WW ELECTRICITY-GENERAL	30,000	0.00	2,078.77	2,078.77	22,676.00	7,324.00	76%
40-820-1600 MAINTENANCE/LS/WWF	10,000	0.00	104.36	104.36	4,598.94	5,401.06	46%
40-820-1700 WW PLANT MAINTENANCE	25,000	0.00	5,441.52	5,441.52	11,217.68	13,782.32	45%
40-820-2000 SLUDGE REMOVAL/WWF	15,000	0.00	790.05	790.05	4,773.28	10,226.72	32%
40-820-2200 AUDIT EXPENSE/WWF	5,000	0.00	0.00	0.00	0.00	5,000.00	
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	0.00	21,670.00	3,330.00	87%

**Budget vs Actual**

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Period Ending 4/30/2026

**40 WASTEWATER FUND**

Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
40-820-2600 ADVERTISING	1,500	0.00	90.00	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	119.73	119.73	1,910.84	89.16	96%
40-820-2850 EQUIPMENT MAINTENANCE	12,000	0.00	150.00	150.00	4,561.95	7,438.05	38%
40-820-2900 EQUIPMENT/TOOLS/WWF	3,000	0.00	510.04	510.04	7,917.32	(4,917.32)	264%
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	37.90	12,011.83	2,988.17	80%
40-820-3200 OFFICE SUPPLIES/WWF	3,000	0.00	285.36	285.36	4,249.93	(1,249.93)	142%
40-820-3300 SUPPLIES/GENERAL/WWF	4,000	0.00	28.37	28.37	5,658.37	(1,658.37)	141%
40-820-3400 SAFETY EQUIPMENT	3,000	0.00	386.56	386.56	5,739.73	(2,739.73)	191%
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	395.00	395.00	1,979.06	(479.06)	132%
40-820-4100 MISS UTILITY/WWF	500	0.00	39.59	39.59	135.20	364.80	27%
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	731.91	731.91	1,715.38	3,284.62	34%
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	48,609.62	(3,609.62)	108%
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	0.00	0.00	25,654.97	(22,154.97)	733%
40-820-5300 DUES/WWF	2,000	0.00	0.00	0.00	946.09	1,053.91	47%
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	104.10	104.10	1,668.57	(168.57)	111%
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	2,996.56	2,996.56	50,971.68	(971.68)	102%
40-820-8100 WWF MINOR PERMIT FEE	3,750	0.00	0.00	0.00	3,523.00	227.00	94%
<b>WASTEWATER DEPT Totals:</b>	<b>627,966</b>	<b>0.00</b>	<b>38,868.01</b>	<b>38,868.01</b>	<b>535,328.05</b>	<b>92,637.95</b>	<b>85%</b>

**Budget vs Actual**

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# Budget vs Actual

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Period Ending 4/30/2026

## 40 WASTEWATER FUND

Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
40-998-0001 CAPITAL OUTLAYS/MWF	230,150	0.00	0.00	0.00	67,919.15	162,230.85	30%
CAPITAL ITEM EXPENSE Totals:	230,150	0.00	0.00	0.00	67,919.15	162,230.85	30%

**Budget vs Actual**

Town of Warsaw  
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Period Ending 4/30/2026

**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	840.28	840.28	8,402.80	4,797.20	64%
DEBT SERVICE Totals:	108,772	0.00	840.28	840.28	103,974.80	4,797.20	96%

Budget vs Actual

Section 3, Item c.

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Expenses Totals:	966,888	0.00	39,708.29	39,708.29	707,222.00	259,666.00	73%
40 WASTEWATER FUND Revenues Over/(Under) Expenses:			27,897.03	27,897.03	7,402.06		

# WARSAW REVOLVING-LOAN FUNDS

## Monthly Financial Statement

Period (from / to): **4/1/26** **4/30/26**

Description	
Number of Active Loans	<b>5</b>
Balance Beginning of Month	\$ 15,519.61
Principal Received During Period	\$ 281.58
Interest Received During Period	\$ 18.42
Fees Received During Period	\$ -
Total Funds Received During Period	\$ 300.00
Disbursement to Warsaw	
PDC Fee During Period	\$ (40.00)
Funds Available to Loan Out	<b>\$ 15,779.61</b>

Available to lend:  
\$15,005.80

	Summary of Loans	Received This Period	Balance	Current?
1	Relish - #234	\$ -	\$ 3,220.36	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	\$ 300.00	\$ 7,086.35	YES
8	Relish - #264		\$ 20,000.00	
		<b>\$ 300.00</b>	<b>\$ 494,036.69</b>	

**TOWN OF WARSAW, VIRGINIA  
PROPOSED GENERAL AND WATER/WASTEWATER BUDGETS  
FOR JULY 1, 2026, THROUGH JUNE 30, 2027**

The Warsaw Town Council will hold a Public Hearing on May 14, 2026, at 6:00 P.M. in Council Chambers located at 78 Belle Ville Lane, Warsaw, Virginia, to consider the following proposed FY 2027 General, Water, and Wastewater Budgets. The Town asks that any citizens wishing to make a public comment or have any questions or concerns regarding the published budget figures, please submit to the Town office in writing by email to [jquesenberry@town.warsaw.va.us](mailto:jquesenberry@town.warsaw.va.us), by mail to P.O. Box 730, Warsaw, VA 22572, or be present at the public hearing.

**General Revenue Estimates:**

Permits & Fees, Fines, Solid Waste User Fee,		
Interest Income, Miscellaneous & Etc.....	\$	521,062
Sales Tax, Bank Franchise Tax.....	\$	350,000
Real Estate & Personal Property Tax.....	\$	450,000
Vehicle License & Law Enforcement Assistance....	\$	80,000
Business License, Communications,		
Utility and Consumption Tax.....	\$	206,000
Meals Tax, Cigarette Tax & Lodging Tax.....	\$	879,000
Loans: Police Vehicle.....	\$	65,000
Grants: DMV, DCJS.....	\$	11,000
<b>TOTAL GENERAL ESTIMATES:</b>	<b>\$</b>	<b><u>2,562,062</u></b>

**General Expense Estimates:**

Administration.....	\$	924,310
Police Department.....	\$	691,072
Public Service.....	\$	661,998
Contributions.....	\$	72,200
Debt Service.....	\$	151,482
Grants.....	\$	11,000
Capital Items.....	\$	50,000
<b>TOTAL GENERAL ESTIMATES</b>	<b>\$</b>	<b><u>2,562,062</u></b>

<b>Water Fund Revenue Estimates.....</b>	<b>\$</b>	<b>499,167</b>
<b>Water Fund Expenditures Estimates.....</b>	<b>\$</b>	<b>499,167</b>
<b>Wastewater Fund Revenue Estimates.....</b>	<b>\$</b>	<b>940,520</b>
<b>Wastewater Fund Expenditures Estimates.....</b>	<b>\$</b>	<b>940,520</b>

The Real Estate levy is proposed to remain at 13 cents per \$100 of assessed value.  
 The Personal Property levy is proposed to remain at 80 cents per \$100 of assessed value. The Personal Property Tax Relief Act (PPTRA) credit is proposed to remain at 40%. Personal Property – Machinery & Tools will be taxed at the current rate of 80 cents per \$100 of assessed value.  
 The Motor Vehicle License Fee for every motor vehicle (car/truck/motor home) will remain at the current rate of \$32.00. The Motor Vehicle License will remain at \$8.00 for Motorcycles and \$0.00 for Antique vehicles.  
 The Meals Tax levy is proposed to remain at 6.00% of gross receipts.  
 The Transient Occupancy Tax levy is proposed to remain at the current rate of 6.00% of gross receipts.

At its March 12, 2026, meeting, the Town Council adopted updated utility rates. The monthly residential water utility billing for users located inside the town limits is set at \$26.00 for up to 4,000 gallons. The monthly commercial water utility billing for users located inside the town limits is set at \$44.00 for up to 4,000 gallons. The monthly residential sewer utility billing for users located inside the town limits is set at \$45.00 for up to 4,000 gallons. The monthly commercial sewer utility billing for users located inside the town limits is set at \$65.00 for up to 4,000 gallons. For usage exceeding 4,000 gallons, both residential and commercial customers located inside the town limits will be billed at a rate of \$3.00 per 1,000 gallons for water and \$12.00 per 1,000 gallons for sewer.

The monthly residential water utility billing for users located outside of town limits is set at \$45.00 for up to 4,000 gallons. The monthly commercial water utility billing for users outside of town limits is set at \$60.00 for up to 4,000 gallons. The monthly residential sewer utility billing for users located outside of town limits is set at \$64.00 for up to 4,000 gallons. The monthly commercial sewer utility billing for users outside of town limits is set at \$84.00 for up to 4,000 gallons. For usage exceeding 4,000 gallons, both residential and commercial users outside of town limits will be billed at a rate of \$5.00 per 1,000 gallons for water and \$15.00 per 1,000 gallons for sewer.

The monthly residential trash collection is proposed to remain at \$15.00. The commercial trash collection fee is proposed to remain the same at \$45.00 per month with no dumpster and \$75.00 per month with a dumpster. Dumpster pickups in excess of 2 per week will remain billed at \$75.00 per additional pickup.

The monthly residential trash collection fee for users outside of town limits is proposed to remain at \$30.00 per billing period, and the monthly commercial/governmental trash collection fee for users outside of town limits is proposed to remain at \$100.00 per billing period.

The Cigarette Tax Stamp Tax is proposed to remain at 40 cents per pack as the Town of Warsaw is a member of the Chesapeake Bay Regional Cigarette Tax Authority.

A budget synopsis is prepared and published for informational and fiscal planning purposes only. A copy of the line-item proposed budget is available for review by appointment at the Town Office located at 78 Belle Ville Lane during regular business hours.

**PUBLISHED BY ORDER OF THE WARSAW TOWN COUNCIL**

# PUBLIC NOTICE

Section 4, Item b.

The Planning Commission of the Town of Warsaw will conduct a public hearing on Thursday, May 7, 2026, at 6:00 p.m., or as soon thereafter as the matter may be called on the agenda, in Town Council Chambers in the Town offices, 78 Belle Ville Lane, Warsaw, VA, for the purpose of receiving comments from the public on the proposed amendment of the Town's Development Management Ordinance to adopt regulations concerning cannabis microbusinesses or cannabis retail stores, as well as to define areas within the Town where such uses would be prohibited. After the public hearing, the Planning Commission may consider recommendations to Town Council concerning the proposed ordinance. Members of the public are invited to attend and express their views.

Warsaw Town Council will conduct a public hearing on Thursday, May 14, 2026, at 6:00 p.m., or as soon thereafter as the matter may be called on the agenda, in Town Council Chambers in the Town offices, 78 Belle Ville Lane, Warsaw, VA, for the purpose of receiving comments from the public on the proposed amendment of the Town's Development Management Ordinance to adopt regulations concerning cannabis microbusinesses or cannabis retail stores, as well as to define areas within the Town where such uses would be prohibited. The proposed ordinance would establish the required local sales tax rates for such businesses at 3.5% of taxable sales. Members of the public are invited to attend and express their views.

Information regarding the above may be examined at the offices of the Town Manager, 78 Belle Ville Lane, Warsaw, Virginia during normal business hours, 8:30 a.m. to 4:30 p.m., Monday through Friday. Additional information can be obtained by telephone at (804) 333-3737.

**ORDINANCE # \_\_\_\_\_**

**AN ORDINANCE TO AMEND THE DEVELOPMENT MANAGEMENT ORDINANCE TO REGULATE AND IMPOSE LIMITATIONS ON THE LOCATION OF CERTAIN CANNABIS-ORIENTED BUSINESSES WITHIN THE TOWN OF WARSAW AND TO ENACT A NEW ARTICLE IX TO CHAPTER 16 OF THE WARSAW MUNICIPAL CODE TO ESTABLISH THE SALES TAX RATE REQUIRED BY VIRGINIA CODE § 4.1-1001**

**WHEREAS**, as a result of the legalization and regulation of certain cannabis-oriented businesses within the Commonwealth of Virginia, the Town Council of the Town of Warsaw (“Council”) finds it appropriate and advisable to plan for such businesses, to ensure that they are appropriately regulated and that the location of such businesses is consistent with the Comprehensive Plan, and does not pose a conflict with other established uses within the Town, including schools; and

**WHEREAS**, as provided in Virginia Code § 4.1-1001, each locality in Virginia is directed to adopt a sales tax rate, applicable to the sale of marijuana projects within such locality, in an amount not less than one percent and no greater than 3.5 percent; and

**WHEREAS**, on the 7th day of May, 2026, after duly advertising and holding a public hearing, the Town Planning Commission provided its recommendations to Council, pursuant to Virginia Code Section 15.2-2285; and

**WHEREAS**, Council conducted a public hearing after due advertisement on the 14<sup>th</sup> day of May, 2026; and

**WHEREAS**, the Council finds the proposed amendments to the Town’s Development Management Ordinance to be in the best interests of the citizens of the Town, and required by the public necessity, convenience, general welfare, and good zoning practice; and

**WHEREAS**, the Council finds that establishing the required sales tax rate at 3.5 percent of all gross sales for marijuana and marijuana products is in the public interest.

**NOW, THEREFORE, BE IT ORDAINED AND ENACTED**, by the Town Council of the Town of Warsaw, Virginia, the Development Management Ordinance be amended to incorporate the provisions set forth in Exhibit A, attached hereto;

**AND BE IT FURTHER ORDAINED** that a new Article IX to Chapter 16, Revenue and Finance, of the Warsaw Municipal Code is hereby adopted to read as follows:

**Article IX. Marijuana Products Sales Tax**

**Section 16-235. Definitions**

**Marijuana.** Any part of a plant of the genus Cannabis, whether growing or not, its seeds or resin; and every compound, manufacture, salt, derivative, mixture, or preparation of

such plant, its seeds, its resin, or any extract containing one or more cannabinoids. "Marijuana" does not include (i) the mature stalks of such plant, fiber produced from such stalk, or oil or cake made from the seed of such plant, unless such stalks, fiber, oil, or cake is combined with other parts of plants of the genus Cannabis; (ii) industrial hemp, as defined in Virginia Code § 3.2-4112, that is possessed by a person registered pursuant to subsection A of Virginia Code § 3.2-4115 or his agent; (iii) industrial hemp, as defined in Virginia Code § 3.2-4112, that is possessed by a person who holds a hemp producer license issued by the U.S. Department of Agriculture pursuant to 7 C.F.R. Part 990; (iv) a hemp product, as defined in Virginia Code § 3.2-4112; (v) an industrial hemp extract, as defined in Virginia Code § 3.2-5145.1; or (vi) any substance containing a tetrahydrocannabinol isomer, ester, ether, salt, or salts of such isomer, ester, or ether that has been placed by the Board of Pharmacy into one of the schedules set forth in the Drug Control Act (Virginia Code § 54.1-3400 et seq.) pursuant to Virginia Code § 54.1-3443.

**Marijuana products.** Any (i) products that are composed of marijuana and other ingredients and are intended for use or consumption, ointments, and tinctures or (ii) marijuana concentrate.

**Section 16-236. Levy and Rate.**

There is hereby levied and imposed upon all sales of marijuana or marijuana products within the Town of Warsaw a tax in the amount of 3.5 percent of all gross sales.

**AND BE IT FURTHER ORDAINED** that this Ordinance shall become effective as of the 1<sup>st</sup> day of January, 2027.

**ADOPTED** this \_\_\_ day of \_\_\_\_\_, 2026.

**ATTACHMENT:** Exhibit A

**CERTIFICATION OF ADOPTION OF ORDINANCE**

The undersigned Clerk of the Town Council of the Town of Warsaw, Virginia, certifies that the Ordinance set forth above was duly adopted during an open public meeting on the \_\_\_ day of \_\_\_\_\_, 2026, by a majority of the members of the Town Council of the Town of Warsaw, Virginia, with the following votes:

- AYE:
- NAY:
- ABSTENTION:
- ABSENT:

Signed this \_\_\_ day of \_\_\_\_\_, 2026.

ATTEST:

\_\_\_\_\_  
Clerk  
Town Council of the Town of Warsaw, Virginia



# ARTICLE 3. Zoning

## Section 3-4-2. Uses permitted and conditionally permitted by zoning district.

EXHIBIT 5  
 PERMITTED AND CONDITIONALLY PERMITTED USES BY ZONING DISTRICT

Use	R-1	R-12	R-18	C-1	C-2	C-3	M-1	CBPA	TT
<i>COMMERCIAL, OFFICE AND SERVICE</i>									
Cannabis Retail Store		CUP	CUP	CUP	CUP*	CUP			
<i>INDUSTRIAL</i>									
Cannabis Cultivation Facility					CUP	P	P		
Cannabis Microbusiness						CUP	CUP		
Cannabis Processing Facility					CUP	P	P		
Cannabis Testing Facility					CUP	P	P		

\*Administrative CUP in accordance with DMP-a.

### Section 3-4-12. Cannabis Retail Store.

- (A) **Effective Date.** This Section shall become effective January 1, 2027.
- (B) **State License Required.** A valid license issued by the Virginia Cannabis Control Authority shall be maintained at all times. Evidence of such license shall be provided to the Zoning Administrator upon request.
- (C) **Reserved.**
- (D) **Hours of Operation.** Hours of operation shall be limited to 9:00 a.m. to 9:00 p.m., Monday through Saturday. No Sunday operations shall be permitted.
- (E) **Distance Between Uses.**
  - (1) **Measurement of Distance.** All distances specified in this Section shall be measured from the property line of the subject parcel to the nearest property line of the use specified in (D)(2), below.
  - (2) **Minimum Distance.**
    - (i) No Retail Cannabis Store shall be located within 1,000 ft. of:
      - (a) Places of religious worship;
      - (b) Hospitals;
      - (c) Colleges, universities, and vocational training schools;
      - (d) Public or private primary or secondary schools;
      - (e) Public or private playground;



- (f) Child day cares;
- (g) Substance use treatment facilities;
- (h) Federal, state, or local government-operated facility; or
- (i) Another Cannabis Retail Store or Cannabis Microbusiness.

**(F) General Standards.**

- (1) All Cannabis Retail Store operations shall be located within a fully enclosed building. There shall be no outdoor display or storage of cannabis or cannabis related products.
- (2) On-site consumption of cannabis products shall be prohibited.
- (3) There shall be no emission of dust, fumes, vapors, or odors detectable to adjacent properties.
- (4) Blackout windows shall be prohibited on any façade. Window signage, decals, or coverings shall not exceed 30% of the total window area on any façade facing a public street.

**Section 3-4-13. Cannabis Microbusiness.**

- (A) **Effective Date.** This Section shall become effective January 1, 2027.
- (B) **State License Required.** A valid license issued by the Virginia Cannabis Control Authority shall be maintained at all times. Evidence of such license shall be provided to the Zoning Administrator upon request.
- (C) **Hours of Operation.** Hours of operation shall be limited to 9:00 a.m. to 9:00 p.m.
- (D) **Distance Between Uses.**
  - (1) **Measurement of Distance.** All distances specified in this Section shall be measured from the property line of the subject parcel to the nearest property line of the use specified in (D)(2), below.
  - (2) **Minimum Distance.**
    - (i) No Cannabis Microbusiness shall be located within 1,000 ft. of:
      - (a) Places of religious worship;
      - (b) Hospitals;
      - (c) Colleges, universities, and vocational training schools;
      - (d) Public or private primary or secondary schools;
      - (e) Public or private playground;
      - (f) Child day cares;
      - (g) Substance use treatment facilities;

- (h) Federal, state, or local government-operated facility; or
- (i) Another Cannabis Microbusiness or Cannabis Retail Store.

**(E) General Standards.**

- (1) On-site consumption of cannabis products shall be prohibited.
- (2) There shall be no emission of dust, fumes, vapors, or odors detectable to adjacent properties from any cultivation, processing, or retail operations.
- (3) Outdoor display, storage, or sales of cannabis or cannabis-related products shall be prohibited.

**(F) Cultivation Standards.**

- (1) Indoor cultivation shall not exceed a canopy of 70,000 sq. ft., or as otherwise stated in CCA (Cannabis Control Authority) regulations.
- (2) Outdoor cultivation shall not exceed a canopy of 10,000 sq. ft., or as otherwise stated in CCA (Cannabis Control Authority) regulations.

**(G) Processing Standards.**

- (1) All processing operations shall be conducted indoors within a fully enclosed building and shall meet the performance standards of Section 4-15.

**(H) Retail Operations.**

- (1) All retail operations shall be located indoors within a fully enclosed building.
- (2) Blackout windows shall be prohibited on any façade. Window signage, decals, or coverings shall not exceed 30% of the total window area on any façade facing a public street.

**Section 3-4-14. Cannabis Cultivation, Processing, or Testing Facility.**

- (A) **Effective Date.** This Section shall be effective January 1, 2027.
- (B) **State License Required.** A valid license issued by the Virginia Cannabis Control Authority shall be maintained at all times. Evidence of such license shall be provided to the Zoning Administrator upon request.
- (C) **General Standards.**
  - (1) All operations shall be conducted indoors within a fully enclosed building and shall meet the performance standards of Section 4-15.
  - (2) Facilities shall incorporate and maintain adequate control measures such that no odors, fumes, vapors, dust, or other emissions are detectable from adjacent properties.
  - (3) There shall be no outdoor storage of equipment or cannabis waste.



- (4) Maximum cultivation canopy area shall not exceed the limits authorized under the applicable state-issued license.

**(D) Lighting.**

- (1) Exterior lighting shall be fully shielded and directed inward to prevent glare beyond the property line.
- (2) Interior high-intensity lighting used for plant cultivation shall be screened or otherwise shielded to prevent glare and light trespass beyond the property line.

**(E) Security.** A security fence with minimum height of 6 ft. is required.

**(F) Water Usage.**

- (1) Facilities utilizing public water shall submit an estimate of projected water demand as part of the application. Approval shall be contingent upon confirmation by the Director of Public Works that adequate system capacity is available.
- (2) Facilities utilizing a private water source shall provide documentation of well permit approval from the Virginia Department of Health.

## **ARTICLE 5. Definitions**

### **Section 5-3. Definitions.**

**Cannabis.** Any part of a plant of the genus Cannabis, whether growing or not; its seeds or resin; and every compound, manufacture, salt, derivative, mixture, or preparation of such plant, its seeds, its resin, or any extract containing one or more cannabinoids, as provided in Code of Virginia § 4.1-600.

**Cannabis Canopy.** The space used by a licensed operator to produce flowering cannabis plants, including areas between plants, pathways, walkways, and empty space between rows that allow for airflow, light, growth, access for watering, trimming, and other activities associated with marijuana cultivation, as provided in Code of Virginia § 4.1-600.

**Cannabis Cultivation Facility.** A facility licensed under Code of Virginia § 4.1-800 for the planting, propagation, cultivation, and harvesting of cannabis plants. This term does not include processing, testing, or retail operations.

**Cannabis Microbusiness.** A facility licensed under Code of Virginia § 4.1-803 that is permitted to conduct onsite:

- Cultivation in accordance with Code of Virginia § 4.1-800;
- Processing in accordance with Code of Virginia § 4.1-801; and
- Retail operations in accordance with Code of Virginia § 4.1-802.

**Cannabis Processing Facility.** A facility licensed under Code of Virginia § 4.1-801 for the extraction, processing, compounding, manufacturing, or packaging of cannabis or cannabis-related products,

**Exhibit A**

**Town of Warsaw Development Management Ordinance Update  
Cannabis Retail Ordinance**

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including the production of concentrates, infused products, and other cannabis goods. This term does not include cultivation, testing, or retail operations.

**Cannabis Retail Store.** A facility licensed under Code of Virginia § 4.1-802 that is authorized to purchase or take possession of retail cannabis, retail marijuana products, immature cannabis plants, or cannabis seeds from a cannabis cultivation facility, cannabis manufacturing facility, or cannabis wholesaler and to sell retail cannabis, retail cannabis products, immature cannabis plants, or marijuana seeds to consumers. This term does not include cultivation, processing, or testing operations.

**Cannabis Testing Facility.** A facility licensed under Code of Virginia § 4.1-806 that is authorized to develop, research, or test cannabis and cannabis products. This term does not include cultivation, processing, or retail operations.



Town of  
**WARSAW**  
*Heart of Virginia's Northern Neck*

**MEMORANDUM**

TO: Warsaw Town Council

FROM: Joseph N. Quesenberry, Town Manager

DATE: 05/13/2026

RE: Town Manager's Report

Dear Council Members,

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

1. Update Regarding Real Estate and Meals Tax – Old Rappahannock Development Co.

At this time, the Town's attorney has proceeded with action regarding Old Rappahannock Taphouse, Old Rappahannock Brewing Company, and Old Rappahannock Development Company. For past due Real Estate taxes, the building's tenants are required to pay two (2) months' worth of rent payments to the Town in order to satisfy the amounts due.

Regarding Meals Tax collections, the Town has filed suit in General District Court and is pursuing back taxes that are owed. We have had no response from Mr. Beale, nor has he made any payments that were agreed upon by both him and the Town's legal counsel. The restaurant and brewery did make their first meals tax payment in over a year as of last month, but it still does not remedy past due amounts. We will keep you posted as this progresses.

2. Personal Property Tax Update

We have received personal property tax information from the County and have our accounting software provider assisting us with an expedited turnaround. This has cost the Town an estimated \$2,000 in fees, but it will allow us to have tax bills mailed out within the next 1-2 weeks. We have placed a deadline of June 30<sup>th</sup> for payments to be received, and we will work with residents and businesses to accommodate as much as we can. This will allow us to close out the fiscal year with these revenues. We appreciate the County for their work in getting this information over to us.

3. Economic Development Update

Town staff members continue to work on a large project in the Commerce Park, having held meetings with company officials, their engineers and construction team, VDOT and County officials, etc., as we work through the project. We are working with the proposed restaurant to locate within 74 Main Street, a proposed restaurant in the former Wardico building, and are continuing our work with the storage unit facility as they seek to build within Town. We will keep you updated as these and other projects move forward.

4. Visit from Senator Kaine

We were pleased to welcome Senator Kaine to Warsaw last week as he toured the Northern Neck and listened to local business leaders and their needs. He applauded the Town's revitalization work, informing us that he has traveled through Warsaw for years as he visited family, and he is incredibly proud of what we've accomplished. On behalf of Council, I thanked him for his work in securing over \$5,000,000 in grants for the RCC Health Sciences Building. Special thanks to Terry at Excellent Eats for doing a great job in hosting him and his team.

5. Public Service Employee Recognition

Last week was Public Service Employee Recognition Week! I want to thank all of our talented and dedicated staff members for all that they do for Warsaw. Their attention to detail can be seen all across Town, and we're very fortunate to have such a great team. We held a great lunch at Anna's Pizza last week and dismissed a few hours early last Friday as a small token of our appreciation. Again, I thank each of you for your work!



# WARSAW POLICE DEPARTMENT

★ MONTHLY ACTIVITY REPORT ★

## APRIL 2026



 CALLS FOR SERVICE  
**843**


 SIGNIFICANT INCIDENTS  
**6**











 TRAFFIC ACTIVITY  
**199**

 COMMUNITY ENGAGEMENT  
**660**

### SIGNIFICANT INCIDENTS / CHARGES

DATE	CASE #	OFFENSE	CLASSIFICATION
04/11/2026	2026-000035	18.2-57.2: Domestic Assault	Misdemeanor
04/12/2026	2026-000036	18.2-388: Public Intoxication	Misdemeanor
04/14/2026	2026-000038	19.2-306: Probation Violation	Felony
04/14/2026	2026-000039	19.2-306: Probation Violation	Felony
04/24/2026	2026-000044	19.2-306: Probation Violation	Felony
04/28/2026	2026-000046	19.2-306: Probation Violation	Felony

 **TRAFFIC ENFORCEMENT** **199**

-  Driving on Suspended/Revoked License ..... 3
-  Reckless Driving ..... 1
-  Distracted Driving ..... 21
-  Speeding ..... 32
-  Expired Inspection ..... 47
-  Stop Sign ..... 7
-  Expired/Improper VA Registration ..... 4
-  Town Citations Issued ..... 5
-  All Other Traffic Summons ..... 73
-  Traffic Crashes ..... 6

 **COMMUNITY ENGAGEMENT** **660**

-  Neighborhood Select Patrols ..... 127
-  Business Checks ..... 465
-  Directed Patrols ..... 68
-  Community Events ..... 0

  
*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 MEM Section 6, 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: 5/14/2026

RE: Public Works Report

Dear Council Members:

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

**-WWTP**

### **Monthly Numbers**

Average daily Influent flow for April – 189,600 gallons, an increase of 2,800 gals from the month of February average daily flow.

Maximum influent flow for April – 205,200 gallons, a decrease of 25,100 gals from the month of March max flow.

### **Nutrient Sampling Results**

For April the average effluent Total Nitrogen (TN) concentration was 2.75 mg/l, within the limits of our permit.

For April the average effluent Total Phosphorus (TP) concentration was 0.25 mg/l, within the limits of our permit.

### **Monthly Operations and Maintenance**

Sequencing Batch Reactor (SBR) blowers were inspected and serviced. Treatment plant flow meters and laboratory instrumentation were calibrated as part of the annual calibration program to ensure accuracy and compliance.

The air compressor for the sand filters was replaced due to wear and reduced performance.

Plant personnel participated in the Virginia Rural Water Association (VRWA) conference to earn continuing education credits, to meet the requirements of the water and wastewater operator licensing regulations.

Plant Operators assisted the water department with recording meter readings.

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

**-Water Department**

Attached you will find the Water Loss Report, for the month of April we are at a 1% 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.

We also completed our inorganics, metals, and VOC water samples; all results came back within the allowed parameters.

All Well houses and sewage pump houses were cleaned out.

Sewage pumps at all stations were serviced.

Town staff fixed a water leak at the entrance of Chandler Family Dentistry on Main St.

**-Refuse Department**

For the month of March town staff made 17 trips to the landfill totaling 132 tons or 264,000 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.

Staff started our spring flower plantings in the hanging baskets.

# Monthly Water Loss Report

Section 6, Item d.

Water System:

For the Month of:

Year:

**Water Produced this month:**  gallons

**Water Purchased this month:**  gallons

**A: Total Water Produced and Purchased =** **5,439,796 gallons**

**Sold: Residential**  gallons

**Total Sold =** **5,393,000 gallons**

**B: Difference: (Produced+Purchased) - Sold =** **46,796 gallons**

**% Difference =** **1 % total water loss**

**Gallons of Water Accounted For:**

Breaks (Estimated Total)	<input type="text" value="8,000"/>	gallons
Hydrant Flushing	<input type="text" value="0"/>	gallons
Storage Tank/Clearwell overflow	<input type="text" value="0"/>	gallons
Fire Hydrant Use	<input type="text" value="0"/>	gallons
Fire Department Use	<input type="text" value="2,500"/>	gallons
Leak adjustments	<input type="text" value="0"/>	gallons
Maintenance shop	<input type="text" value="2,500"/>	gallons
Sewer jetting	<input type="text" value="0"/>	gallons
Town watering flowers	<input type="text" value="0"/>	gallons
Office/Police Dept.	<input type="text" value="1,500"/>	gallons
Pool	<input type="text" value=""/>	gallons

**C: Total Gallons Accounted For =** **14,500 gallons**

**Loss: Unaccounted-for Water: (B-C) =** **32,296 gallons**

**% Loss: Unaccounted-for Water: (B-C)/A %=** **1 % unaccounted - for loss**

days in billing period

**Gallons / Day Loss =** **1,153 gallons/day**

**Gallons / Minute Loss =** **1 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	RICHMOND 12	WILLIAMSBURG 1
FEDERAL 253	U.S. Marshal - Alexandria 17	
GLOUCESTER 85	U.S. Marshal - DC District 78	
KING AND QUEEN 1	U.S. Marshal - DC Superior 19	
KING WILLIAM 1	U.S. Marshal - Norfolk 13	
MATHEWS 1	U.S. MARSHAL - RALEIGH 48	
MID PEN RJ-Middlesex 2	U.S. Marshal - Richmond 57	
NORTHUMBERLAND 11	U.S. MARSHAL MIDDLE DIST. N.C. 21	
PRE-TRIAL 2	WESTMORELAND-NNRJ 57	

**Melissa Coates**

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**From:** Pat Pugh <saddleryfoundation20@gmail.com>  
**Sent:** Thursday, April 2, 2026 1:46 PM  
**To:** J Quesenberry  
**Cc:** Melissa Coates  
**Subject:** Granite Benches  
**Attachments:** Saddlery Memorial Bench 2026.jpg

Hello there,

We have ordered 2 benches for the Community and Veterans Memorial Terrace from Currie Monuments. I'm not sure of the ETA, but they may be engraved before arriving to us. We had briefly discussed the Town donating one of the benches (\$2500.00) with an inscription created on the seating area of the bench by you. We hope that you will be able to purchase one of the memorial benches with your personalized inscription. Mr. Sellars of Currie Monuments is only charging his cost price, with no charges for delivery or installation.

Additionally, we would seek your permission to plant another Japanese Maple at the west end of the Memorial terrace.

We are planning a wreath laying at the Memorial terrace on July 2nd at 5:00 p.m. with the public invited. Hope you will be able to attend as well.

Shawn just installed our 3rd order of bricks and we are working on a 4th order now. We're getting there....

Please let me know if you have any questions or concerns and look forward to hearing from you.

Best wishes as always,  
Pat Pugh  
President  
The Saddlery Foundation  
PO Box 456  
Warsaw, VA 22572  
804-339-4802

# SELLERS-GALE MEMORIALS

P. O. Box 1275 • Kilmarnock, VA 22482  
(804) 435-1077 Telephone • (804) 435-9204 Fax  
curriefuneralhome@verizon.net

## MEMORIAL CONTRACT

Purchaser Patricia P. Pugh Date 7/16/26  
Address 3255 Islington Rd  
City of WARSAW State of VA 22572

Contract is hereby placed with SELLERS-GALE MEMORIALS, Kilmarnock, Virginia, party of the first part, for monumental work to be delivered and erected in TOWN OF WARSAW cemetery at TOWN PARK in Richmond County, in the State of VA.

Design \_\_\_\_\_  
Material Keystone Blue Granite  
Lettering \_\_\_\_\_  
(State whether sunk, sandblast, round or square, raised)

### DIMENSIONS AND FINISH

Top Piece \_\_\_\_\_

Family Name \_\_\_\_\_  
(State whether 1 or 2 sides)

Base \_\_\_\_\_

(1) Inscription \_\_\_\_\_

Marker \_\_\_\_\_

Date of Birth \_\_\_\_\_

Date of Death \_\_\_\_\_

Slab Foundation, Cap 4-0X1-2X0-4  
SAW Flat top BRK

(2) Inscription \_\_\_\_\_

Date of Birth \_\_\_\_\_

Date of Death \_\_\_\_\_

Other Work Granite Benches (2)  
Seat: 4-0X1-2X0-4 polish top  
legs: 1-0X0-4X1-4 polish 2 Abbrise

State finish, carving and lettering clearly. Sawed

All monumental work described above is guaranteed against any defects in material and workmanship. Said monumental work with title hereto and right of possession thereof shall remain the property of said party of the first part until paid for in full in accordance with terms of payment. In default of any payment thereunder purchaser licenses said party of the first part or its agents to repossess and remove said monument work without guilt or trespass or any other wrong and authorize and empower them to apply for permit from cemetery superintendent for its removal, if cemetery permit should be necessary, and to take any further steps deemed necessary or expedient and further agree to save them harmless from and under any entry repossession and removal, and said monumental work shall be retained or disposed of by said party of the first part, without being answerable to purchaser for it or for any proceeds therefrom. 1.5% interest per month added after due date. If court action is necessary, the purchaser agrees to pay all court costs and attorneys fees.

### TERMS OF PAYMENT

Contract Price \$2400.00

Additional Items \_\_\_\_\_

Subtotal \_\_\_\_\_

Sales Tax \_\_\_\_\_

Total \$2400.00

Deposit \_\_\_\_\_

Balance \_\_\_\_\_

Represented by Gerald Sellers

Accepted Date \_\_\_\_\_

This contract does not include lettering, material or workmanship except as specified herein.

It is mutually understood that there is no agreement regarding this under other than contained herein.

This order is irrevocable and not subject to cancellation or countermand after acceptance.

All checks, money orders or drafts of any kind must be made payable to said party of the first part. All payments in cash or otherwise must be made directly to the party of the first part.

Execution of this contract is contingent upon strikes, fire, or accidents beyond our control.

Signed \_\_\_\_\_  
Purchaser

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Base \_\_\_\_\_  
Marker \_\_\_\_\_

Family Name \_\_\_\_\_  
(State whether 1 or 2 sides)

(1) Inscription \_\_\_\_\_  
Date of Birth \_\_\_\_\_  
Date of Death \_\_\_\_\_  
(2) Inscription \_\_\_\_\_  
Date of Birth \_\_\_\_\_  
Date of Death \_\_\_\_\_

Slab Foundation Cap 4-0X1-2X0-4  
SAW Flat top BRN  
Other Work GRANITE Benches (2)  
Seat: 4-0X1-2X0-4 polish top SAW  
legs: 1-0X0-4X1-4 polish 2 BRN  
State finish, carving and lettering clearly. SAW

All monumental work described above is guaranteed against any defects in material and workmanship. Said monumental work with title hereto and right of possession thereof shall remain the property of said party of the first part until paid for in full in accordance with terms of payment. In default of any payment thereunder purchaser licenses said party of the first part or its agents to repossess and remove said monument work without guilt or trespass or any other wrong and authorize and empower them to apply for permit from cemetery superintendent for its removal, if cemetery permit should be necessary, and to take any further steps deemed necessary or expedient and further agree to save them harmless from and under any entry repossession and removal, and said monumental work shall be retained or disposed of by said party of the first part, without being answerable to purchaser for it or for any proceeds therefrom. 1.5% interest per month added after due date. If court action is necessary, the purchaser agrees to pay all court costs and attorneys fees.

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Signed \_\_\_\_\_  
Purchaser





**TOWN COUNCIL RESOLUTION**

**HONORING THE LIFE AND LEGACY OF REBECCA C. HUBERT  
AND DEDICATING THE WARSAW DOG PARK IN HER MEMORY**

**WHEREAS**, Rebecca Hubert was a beloved member of the Warsaw community whose life reflected kindness, compassion, and a deep love for others; and

**WHEREAS**, she demonstrated a special affection for animals, particularly dogs, and believed in the joy, companionship, and connection they bring to individuals and families; and

**WHEREAS**, Rebecca Hubert’s presence enriched the lives of those around her through her generosity of spirit, her caring nature, and her commitment to making her community a better place; and

**WHEREAS**, the Town of Warsaw seeks to recognize and preserve the memory of individuals whose lives leave a lasting and meaningful impact on our community; and

**WHEREAS**, the Warsaw Dog Park serves as a gathering place for residents, families, and their pets—a space that reflects the very values of connection, joy, and community that Rebecca Hubert embodied;

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Council of the Town of Warsaw, Virginia, does hereby honor the life and legacy of Rebecca Hubert; and

**BE IT FURTHER RESOLVED**, that the Warsaw Dog Park shall be formally dedicated in her memory and shall hereafter be known as:

“The Rebecca Coggin Hubert Memorial Dog Park”

**BE IT FURTHER RESOLVED**, that the Town of Warsaw shall install a permanent commemorative plaque at the entrance of the dog park recognizing Rebecca Hubert’s life and her lasting contributions to the community; and

**BE IT FURTHER RESOLVED**, that the Town shall host a public dedication ceremony to commemorate this honor, inviting family, friends, and members of the community to gather in remembrance and celebration of her life; and

**BE IT FINALLY RESOLVED**, that this resolution be entered into the official records of the Town of Warsaw and that a copy be presented to the family of Rebecca Hubert as a lasting tribute of the Town’s respect, gratitude, and remembrance.

**PASSED AND ADOPTED** this 14<sup>th</sup> day of May 2026, by the following vote:

Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_

TOWN OF WARSAW

\_\_\_\_\_  
Mayor

ATTESTED BY:

\_\_\_\_\_  
Town Clerk

DEPARTMENT OF  
HOMELAND SECURITY  
**United States  
Coast Guard  
Auxiliary**



Thomas M. Panther, Flotilla Commander  
Flotilla 054-03-10, Callao, VA.  
P.O. Box 55, Sharps, VA 22548  
[Thomas.panther@gmail.com](mailto:Thomas.panther@gmail.com) 703-336-3365

Warsaw Town Council

April 24, 2026

Each year the third Saturday in May starts National Safe Boating Week, the kick-off of the annual Safe Boating Campaign. It runs through the following Friday to serve as an important boating safety reminder before the Memorial Day weekend. This year, the Safe Boating week runs from May 17<sup>th</sup> through the 23<sup>rd</sup>.

I am writing on behalf of the U.S. Coast Guard Auxiliary Flotilla 054-03-10 in the hope that the Warsaw Town Council will pass the following resolution (see attached) recognizing the onset of the boating season in the Northern Neck area of Virginia.

Very sincerely,

Thomas M. Panther

# Local Proclamation

For over 100 million Americans, boating continues to be a popular recreational activity. From coast to coast, and everywhere in between, people are taking to the water and enjoying time together boating, sailing, paddling and fishing. During National Safe Boating Week, the U.S. Coast Guard and the National Safe Boating Council, along with federal, state, and local safe boating partners encourage all boaters to explore and enjoy America’s beautiful waters responsibly.

Safe boating begins with preparation. The Coast Guard estimates that human error accounts for most boating accidents and that life jackets could prevent nearly 75 percent of boating fatalities. Through basic boating safety procedures – carrying lifesaving emergency distress and communications equipment, wearing life jackets, attending safe boating courses, participating in free boat safety checks, and staying sober when navigating – we can help ensure boaters on America’s coastal, inland, and offshore waters stay safe throughout the season.

National Safe Boating Week is observed to bring attention to important life-saving tips for recreational boaters so that they can have a safer, more fun experience out on the water throughout the year.

- Whereas, on average, 650 people die each year in boating-related accidents in the U.S.; 75 percent of these are fatalities caused by drowning; and
- Whereas the vast majority of these accidents are caused by human error or poor judgment and not by the boat, equipment or environmental factors; and
- Whereas a significant number of boaters who lose their lives by drowning each year would be alive today had they worn their life jackets.

Therefore, The Town of Warsaw Virginia Town Council, do hereby support the goals of the Safe Boating Campaign and proclaim May 17-23, 2026, as National Safe Boating Week and the start of the year-round effort to promote safe boating.

In Witness Thereof, we urge all those who boat to practice safe boating habits and always wear a life jacket while boating.

Given under my signature and the seal of the Town of Warsaw, Virginia, this \_\_\_\_\_ day of \_\_\_\_\_, 2026.