



TOWN COUNCIL REGULAR MEETING

21 Main Street

Tuesday, April 08, 2025 at 9:00 AM

MINUTES

**AN OPEN MEETING OF THE TOWN COUNCIL OF THE TOWN OF WARRENTON, VIRGINIA,
WAS HELD ON April 8th, 2025, AT 9:00 AM**

Work Session

PRESENT

Mr. Carter Nevill, Mayor; Mr. Roy Francis; Mr. William Semple; Mr. Larry Kovalik; Ms. Michele O'Halloran; Mr. Paul Mooney; Mr. Eric Gagnon; Mr. Frank Cassidy, Town Manager; Mr. Stephen Clough, Town Clerk; Mr. Chap Petersen Town Attorney.

ABSENT

Mr. David McGuire

Regular Meeting

PRESENT

Mr. Carter Nevill, Mayor; Mr. Roy Francis; Mr. William Semple; Mr. Larry Kovalik; Ms. Michele O'Halloran; Mr. Paul Mooney; Mr. Eric Gagnon; Mr. David McGuire; Mr. Frank Cassidy, Town Manager; Mr. Stephen Clough, Town Clerk; Mr. Chap Petersen Town Attorney.

I. WORKSESSION - 9:00 AM

Mayor Carter Nevill called the work session to order at 9:00 AM. A quorum was established with all members present except Councilman David McGuire.

Councilman Larry Kovalik made a motion to amend the agenda to move Item G (Closed Session) to the beginning of the meeting due to time constraints he was facing. Councilman Paul Mooney seconded the motion.

The vote for the motion was unanimous, as follows:

Ayes: Mr. Paul Mooney; Mr. Roy Francis; Mr. William Semple, Vice Mayor; Mr. Larry Kovalik; Ms. Michele O'Halloran; Mr. Eric Gagnon.

Nays:

Abstention:

Absent: Mr. David McGuire.

The motion passed unanimously, and the agenda was amended to move Item G to the beginning of the work session.

A. Closed session

Councilmen Mooney moved that the Council convene in closed session as permitted by Virginia Code 2.2-3711 A 1 for a personnel matter involving the assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of a specific public officer, specifically dealing with Town Attorney Chap Petersen. Councilman Kovalik seconded the motion.

The vote was as follows:

Ayes: Mr. Paul Mooney; Mr. Roy Francis; Mr. William Semple; Mr. Larry Kovalik; Ms. Michele O'Halloran; Mr. Eric Gagnon.

Nays: None.

Abstention: None.

Absent: Mr. David McGuire.

The motion passed unanimously, and the Council entered closed session.

Upon returning from closed session, Councilman Mooney moved to certify that only matters lawfully exempted from open meeting requirements and identified in the motion to convene were heard, discussed, or considered in the closed session. Councilman Roy Francis seconded the motion.

The vote was as follows:

Ayes: Mr. Paul Mooney; Mr. Roy Francis; Mr. William Semple; Mr. Larry Kovalik; Ms. Michele O'Halloran; Mr. Eric Gagnon.

Nays: None.

Abstention: None.

Absent: Mr. David McGuire.

The motion passed unanimously, and the closed session was certified.

B. Planning Commission Update

Mr. Frank Cassidy, Town Manager, reported that the Planning Commission did not meet previously but will be meeting this month. He noted that one of the items on their upcoming agenda is the request to change the zoning amendment regarding data centers.

C. Budget Work Session: Proposed Budget

Mr. Frank Cassidy, Town Manager, introduced the budget discussion, thanking the Council for their engagement over the past several months. He noted that the proposed budget delivered on April 1 represents staff's best efforts to put the Town on a sustainable upswing. He reminded the Council that they have until May to set the proposed tax rate and will be scheduling meetings with Davenport, the Town's financial advisors, throughout April.

Ms. Brooke Campbell, Budget Manager, presented an overview of the FY 2026 proposed budget. She stated that General Fund operating revenues were not projected to cover operating expenditures. To balance the budget, staff proposed a real estate tax rate of 6.5 cents per \$100 of assessed value (an increase of 0.0249 cents), which results in an increase of approximately \$105 a year for the average residential bill. General Fund revenues are projected to increase by approximately \$876,000 (5%), driven by the real estate tax increase and general reassessments. Other local taxes are projected to increase by 2%, while the meals tax is expected to remain level.

Ms. Campbell reported that General Fund expenditures are proposed to increase by \$917,000 (5%). Primary drivers include a 6% increase in General Government Administration (due to legal, audit, and financial advisor services) and a 5% increase in Public Works (due to personnel raises, health insurance, and sidewalk contracts). She noted that outside agency contributions are fully funded in the proposed budget at the requested amounts, resulting in a \$123,000 increase, allowing Council to make final decisions on funding levels.

Regarding capital expenditures, Ms. Campbell stated that General Fund capital will be funded by \$5.1 million in debt. This includes capital improvement projects like Main Street, paving, and Eva Walker Park, as well as asset replacements like fleet vehicles, police radios, and the Rady Park bridge.

For the Water and Sewer Operating Fund, FY 2026 marks year three of the rate study, programming a 23% rate increase (a monthly increase of \$12.70 for the average residential bill). This allows the fund to transfer cash to the capital program to avoid taking on new debt. Lastly, she requested a minor edit to the budget control policy to allow the Town Manager to accept donations and sponsorships under \$50,000 without a supplemental appropriation.

Councilman Eric Gagnon expressed alarm regarding the \$5.1 million in debt ("non-revenue receipts") required to fund General Fund capital improvements. He noted this represents roughly 20% of the \$25 million General Fund revenue, pointing out that in recent years the Town used cash reserves or ARPA funds instead. He identified this reliance on debt and the drawing down of cash reserves as a structural issue.

Vice Mayor Semple expanded on this, noting the Town is borrowing heavily because it is reaching its 50% unrestricted reserve balance policy limit. He suggested the Council review the architecture of its fund balances, potentially discussing a reduction of the policy to 30% with Davenport or returning the \$1.6 million currently locked in the budget stabilization fund. He questioned the practice of taking on long-term debt for short-term, recurring capital asset replacements (like fleet vehicles and elevators), warning that continuing this practice could add \$20 million in debt service over the next decade.

Mayor Carter Nevill cautioned that while cutting expenses is important, the Council must address stagnant revenue streams. He stated that the Town is "behind the eight ball," as real estate taxes only account for 6% of the Town's revenue compared to 15-25% in peer communities. He defended the proposed 6.5-cent tax rate not as an arbitrary increase, but as a necessary correction to stabilize the Town's volatile revenue structure.

Councilman Larry Kovalik questioned the \$1 million commitment for Eva Walker Park improvements, noting it requires taking out the "credit card" for a project that was planned years ago without funding attached. He suggested keeping it on the books as a placeholder but deferring the project to avoid the debt.

Mr. Cassidy agreed it could be removed, noting the Capital Improvement Plan contains a mix of "shiny objects" and absolute critical needs like road maintenance and salt sheds.

Vice Mayor Semple highlighted the WARF as a major systemic cost, noting it loses approximately \$1.9 million a year net, costing households roughly \$450 annually to maintain. He suggested the Council needs to assess its value and potentially explore alternative revenue generation or partnerships, noting that only 18% of attendees are Town residents. Mr. Cassidy responded that the WARF's recovery ratio is projected at 55%, which is expected for municipal recreation facilities, but staff is actively looking at raising membership rates, bringing in new fitness equipment, and reassessing contracts to close the gap.

Councilman Mooney pointed out that the adopted budget has grown from \$26.5 million in 2022 to over \$40 million proposed for this year. He emphasized the need to scrutinize spending to prevent a 21% year-over-year growth trend. He suggested finding efficiencies, such as deferring capital projects to pay off the WARF early to save taxpayers \$1.4 million in interest. He strongly advocated for a dedicated work session to dive deeply into the budget line items.

Following this discussion, the Council reached a unanimous consensus to schedule a special budget work session on April 21st from 2:00 PM to 5:00 PM. Staff will also request that Davenport attend the session rather than holding separate one-on-one meetings.

D. Water Sewer Capacity Discussion

Mr. Cassidy and Mr. Steven Friend, Director of Public Utilities, provided an update on water and sewer capacity. Mr. Cassidy noted that after meeting with Council liaisons, it was determined a formal committee was unnecessary, as capacity is a continuous program managed by staff. He clarified that the Arrington Voluntary Settlement Agreement was factored into the 2022

capacity study, using the highest potential residential density (314 units) to ensure a conservative estimate.

Mr. Cassidy reported that the Town is in constant communication with the Department of Environmental Quality, (DEQ). The current permit is for 2.5 million gallons per day (MGD) and is up for renewal in two years. The Town will begin engaging DEQ to set the stage for increasing the permit to 3.0 MGD in the following cycle (seven years out), aligning with the anticipated completion of the wastewater plant upgrades. He confirmed no new wastewater plant is projected to be needed before 2040.

Regarding Inflow and Infiltration (I&I), flows have been reduced from 6 MGD to under 4 MGD. While heavy rain events cause temporary spikes, the plant recovers within hours or days, ensuring the Town does not violate its DEQ permit, which is based on long-term recovery.

Vice Mayor Semple requested a "big picture" calculation of what would happen if every current residential lot built an Accessory Dwelling Unit (ADU). Mr. Cassidy provided the calculation: adding an ADU to all 5,172 connections would add 1 million gallons of water and 724,000 gallons of wastewater per day, which would exceed current capacity. Vice Mayor Semple argued this highlights the need for strategic, long-range planning regarding zoning density changes before approving piecemeal developments.

Councilman Kovalik referenced the 2001 Tri-Party agreement, noting the County's role in rezoning properties within the exclusive service area. Mr. Cassidy reassured the Council that despite external zoning changes, the Town retains the ultimate authority to approve or deny specific connections to its utility system based on capacity limits.

E. Experience Old Town Warrenton Memorandum of Understanding

Mr. Cassidy presented the standard Memorandum of Understanding (MOU) with Experience Old Town Warrenton (EOTW). He noted the most significant change is that EOTW will take over full responsibility and financial management of the Farmer's Market, removing the Town as the middleman. The MOU has been reviewed by attorneys for both parties and signed by the EOTW Chairman, pending Council's authorization for the Town Manager to execute it. Councilman Mooney confirmed that EOTW had gathered signatures of support from businesses.

F. Vacation of Easement, Ordinance Request

Mr. Chap Petersen, Town Attorney, explained that staff identified several obsolete "relic" utility easements from generations ago that need to be formally vacated to accommodate modern development and utility plans. Vacating these easements requires an ordinance. The item will be advertised and added to the May agenda for a public hearing.

G. Main Street Discussion

Mr. Cassidy and Mr. Michael Wharton, Project Manager, led the discussion on Main Street improvements and parklets.

Mr. Cassidy confirmed that under the proposed "Concept B," the sidewalk would be extended to the edge of the current parking lane. He reassured the Council that the five parking spaces lost on Main Street would be replaced by the reconfiguration of the 21 Main Street parking lot behind Town Hall.

Addressing parklets, Mr. Cassidy reiterated that the temporary structures allowed during COVID-19 under the "RolloutWarrenton!" emergency declaration violated numerous traffic, fire, and ADA codes. He cautioned that continuing to allow non-compliant structures poses a severe liability risk to the Town. Implementing a formal, safe parklet program would require drafting a new ordinance and forcing businesses to purchase expensive, code-compliant structures that maintain a two-foot traffic buffer.

As an alternative, Mr. Cassidy proposed a "tactical urbanism" trial of Concept B. The Town would use barriers to block off the parking lane and route pedestrians through it, allowing restaurants to immediately utilize the entire widened sidewalk space for outdoor dining at no cost to the businesses.

Councilman Francis expressed concern over the permanent loss of parking spaces, particularly in the winter when outdoor dining is not utilized.

Councilman Mooney and Mr. Matt Carson (EOTW Chair) pointed out a flaw in the Town's sidewalk café proposal: placing tables strictly against the building only allows for small, two-person tables due to entrance clearances. They argued this prevents families from dining downtown, which was the primary benefit of the larger parklet structures.

Mr. Carson requested a compromise where the pedestrian walkway remains against the buildings, and the tables are placed on the street side of the sidewalk (enclosed by heavy concrete planters or bollards). While Mr. Cassidy warned that ABC alcohol containment laws and fire access make this configuration challenging, he agreed to set up the trial layout to test its viability.

The Council reached a consensus to proceed immediately with the temporary physical trial of Concept B using barriers/planters to maximize family seating. Concurrently, the Council directed the Town Attorney to begin drafting a formal Parklet Ordinance as a "backstop." The decision of Council was that if the Concept B trial fails to meet the needs of the businesses, the Town will be prepared to pass the ordinance, revert to Concept A (retaining parking), and allow businesses to build compliant parklets.

Councilmen Kovalik also requested staff look into painting "Don't Block the Box" striping at the Culpeper Street crosswalk to prevent gridlock; Mr. Wharton agreed to evaluate the intersection.

H. Agenda Review

Mr. Cassidy reviewed the items for the evening's Regular Meeting. He noted two additions to the Consent Agenda: directing the Town Attorney to begin drafting the Parklet Ordinance, and authorizing the conversion of a part-time water treatment plant operator position to full-time to address staffing burnout. Other items include the ZOTA update from the steering committee and the vote on the EOTW MOU. There are no public hearings scheduled for the evening.

With no further business, this meeting was adjourned at 12:45 PM on Tuesday, April 8th, 2025.

II. REGULAR MEETING - 6:30 PM

Mayor Carter Nevill called the regular meeting of the Warrenton Town Council to order at 6:30 PM. All members were present, establishing a full quorum to conduct business.

INVOCATION.

Pastor Zach Ritz of Veritas Church provided the invocation.

PLEDGE OF ALLEGIANCE.

Mayor Nevill led the Pledge of Allegiance.

PROCLAMATIONS AND RECOGNITIONS.

Mr. Frank Cassidy, Town Manager, presented the "Excellence in Action" recognitions. He honored Tracy Davis, a new fitness instructor with Parks and Rec. He also recognized Kevin Turner, a property and evidence officer with the Police Department, highlighting his dual role in managing training and his contributions to helping the department earn its fifth VLEPSC accreditation award.

Finally, Mr. Cassidy recognized the first graduating class of the Your Town Academy, sharing positive feedback from the participants regarding their new understanding of local government operations.

Mayor Nevill commended the program's success in increasing civic engagement and requested that staff submit the academy to the Virginia Municipal League (VML) for an innovation award.

CITIZEN'S TIME.

Mr. Chris Bonner addressed the Council in strong defense of the Warrenton Aquatic and Recreation Facility (WARF), calling it a crown jewel and an essential investment in community health. He argued against selling or closing the facility and suggested that user fees, which have not changed in ten years, are ripe for an increase. He also recommended commissioning a statistically valid survey of residents to gauge support.

Ms. Penny Perry echoed support for the WARF, stating she uses the facility four to five times a week for exercises. She described the fees as an absolute steal compared to private clubs and noted the WARF was a primary reason she and her husband chose to move to Warrenton over other towns. She urged the Council to protect the facility.

Ms. Janice Carswell, representing the William C. Taylor alumni committee and First Baptist Church, announced an upcoming Juneteenth celebration to be held on Main Street on June 14th. She invited the community to attend and noted they are actively looking for sponsors.

Ms. Robin Thompson shared historical memories of walking to the segregated Rosenwald Elementary School. Noting the deteriorating condition of the remaining structures, she asked the Council what it would take to place a historical marker along the Greenway to identify and preserve the legacy of where the historic Rosenwald school once stood. Mayor Nevill requested she email her full eight-page transcript to the Town Clerk so all Council members could read her complete statement.

APPROVAL OF THE AGENDA.

Councilman Roy Francis moved to amend the agenda to add an item under New Business for the reconsideration of his previous vote regarding the Arrington project. Councilman Larry Kovalik seconded the motion. The vote was as follows:

Ayes: Mr. Roy Francis; Mr. William Semple; Mr. Larry Kovalik; Mr. Eric Gagnon.

Nays: Mr. Paul Mooney; Ms. Michele O'Halloran; Mr. David McGuire.

Abstention: None.

Absent: None.

The motion to amend the agenda passed 4-3

The motion passed by a vote of 4-3, and the agenda was amended to add the reconsideration of the Arrington project under New Business.

PUBLIC HEARINGS.

There were no public hearings scheduled for this meeting.

CONSENT AGENDA.

Authorization to convert part-time WTP operator position to full-time

Zoning Ordinance Update: Steering Committee

Experience Old Town Warrenton Memorandum of Understanding

Main Street Discussion

Councilman Paul Mooney moved to approve the Consent Agenda. Councilwoman Michele O'Halloran seconded the motion.

The vote for the motion was unanimous, as follows:

Ayes: Mr. David McGuire; Mr. Eric Gagnon; Ms. Michele O'Halloran; Mr. Larry Kovalik; Mr. William Semple; Mr. Roy Francis; Mr. Paul Mooney.

Nays: None.

Abstention: None.

Absent: None.

The consent agenda was adopted unanimously

NEW BUSINESS.

Reconsideration of Vote on Arrington Voluntary Settlement Agreement (VSA)

Councilman Francis introduced a motion to reconsider his March 11, 2025, vote regarding the adoption of Ordinance 2025-02 (which repealed Ordinance 2024-17 regarding the Arrington Voluntary Settlement Agreement). He stated that he agonized over the decision but concluded that due to significant concerns regarding water and wastewater treatment capacity, and the cumulative effect of currently approved developments, the Arrington project should be sent back to the Town's Planning Commission for a full and thorough review. The motion was seconded by Councilmen Kovalik.

A lengthy debate ensued regarding the procedural and financial implications of rescinding the March vote.

Councilman McGuire and Councilman Mooney strongly opposed the reconsideration, warning that stopping or indefinitely delaying the VSA risks the developer pulling out entirely and building by-right in the County.

Councilman Mooney emphasized that this would strip the Town of commercial revenue and \$12 million in proffers, forcing taxpayers to bear the financial burden of a needed new pump station.

Councilman Gagnon, Councilman Kovalik, and Vice Mayor Semple supported the reconsideration, arguing the issue is strictly about the democratic process. They maintained that a major development like Arrington should not bypass the Town's Planning Commission, and expressed concern that citizens were excluded from meaningful input during the initial backdoor negotiations.

Mayor Nevill strongly opposed the reconsideration, speaking against the use of process to delay and punish an applicant who had already navigated over two dozen public meetings.

Town Attorney Chap Petersen clarified that the Town is scheduled to appear before a three-judge panel on April 24th. He Explained that to delay the hearing or send the project to the Planning Commission, the Council must officially withdraw from the VSA (repealing the December ordinance), which would return all parties to the start line.

Councilman Semple moved to call the question, which was seconded by Mr. Francis.

The vote to call the question was as follows:

Ayes: Mr. Roy Francis; Mr. William Semple, Vice Mayor; Mr. Larry Kovalik; Mr. Eric Gagnon.

Nays: Mr. Paul Mooney; Ms. Michele O'Halloran; Mr. David McGuire.

Abstention: None.

Absent: None.

The motion passed by a vote of 4-3, and the question was called.

The Council then voted on the motion to rescind the March 11 vote. The vote for the motion was as follows:

Ayes: Mr. Roy Francis; Mr. William Semple, Vice Mayor; Mr. Larry Kovalik; Mr. Eric Gagnon.

Nays: Mr. Paul Mooney; Ms. Michele O'Halloran; Mr. David McGuire.

Abstention: None.

Absent: None.

The motion passed by a vote of 4-3. The March vote was rescinded.

Following this vote, the Council debated how to proceed with the VSA, given the impending April 24th court date. Recognizing that unilaterally killing the deal without the developer present could be detrimental, Councilwoman O'Halloran moved to place the Arrington VSA on the

agenda for a special meeting on April 21st and to formally invite all parties, including the County and Van Meter, to attend and negotiate. Councilman McGuire seconded the motion.

The vote for the motion was as follows:

Ayes: Mr. David McGuire; Ms. Michele O'Halloran; Mr. William Semple, Vice Mayor; Mr. Roy Francis; Mr. Paul Mooney.

Nays: Mr. Eric Gagnon; Mr. Larry Kovalik.

Abstention: None. Absent:

None. The motion passed by a vote of 5-2, and the matter was deferred to a special meeting on April 21st.

UNFINISHED BUSINESS.

There was no unfinished business.

TOWN ATTORNEY'S REPORT.

Mr. Chap Petersen reported on the Virginia Supreme Court appeal, stating that the Town has withdrawn the appeal and expects to return to the circuit court. Once returned, he plans to make a motion to have the case dismissed, as all substantive issues have essentially been resolved.

TOWN MANAGER'S REPORT.

Mr. Frank Cassidy announced that the Afro-American Historical Association (AAHA) officially closed on their property today, and he welcomed them to the Town of Warrenton. He also announced that a Columbia Gas open house is scheduled for April 16th from 4:00 PM to 7:00 PM at the Town Council Chambers to discuss the recent over-odorization event. Staff confirmed they will ask Columbia Gas to contact all directly affected households to notify them of the meeting.

COUNCILMEMBERS TIME.

Mr. Mooney: Thanked everyone for their attendance and input. He shared that a team member from his company participated in the Your Town Academy and was "blown away" by the program, and he thanked Frank Cassidy, the Town Manager and staff for their work on it. He wished everyone a happy Easter and welcomed spring.

Mr. Francis: He thanked the audience for being there. Acknowledging that it had been a very long meeting, he stated he was not going to talk much but wanted to express his appreciation to the attendees.

Mr. Semple: He joked about his blood glucose monitor beeping, noting that despite the tense meeting, his blood sugar did not go through the roof. He expressed his belief that deferring the Arrington decision to April 21st was a wise and powerful choice because having all parties present will make the final decision much stronger. He emphasized the importance of applying the principles of the open and transparent commission to their own processes. He stressed the need for a long-range vision, urging the Council to think about what the town will be like 20 years from now. Noting the long-term impact of 1980s zoning decisions on his own property, he stated that decisions today require courage and a recognition that the Council's role is to leave the town a better place for children and grandchildren, even if current residents don't personally benefit.

Mr. Kovalik: He agreed with the sentiments of Councilmen Mooney, Francis, and Semple. He thanked the citizens for coming out and speaking during Citizen's Time, emphasizing that citizen input truly matters. He reminded everyone that "it's your town, it's my town, it's our town," and that the Council's goal is to make it the best town to hand off to the future. He acknowledged that the decisions they face are not easy and require a lot of thoughtful reflection.

Ms. O'Halloran: She reminded everyone that the Cultural Heritage Festival will be taking place on April 27th from noon to 4:00 PM at the WARF lower-level parking lot. She highlighted that the event is a combined collaborative effort between Fauquier County Parks and Rec and the Town of Warrenton Parks and Rec, and encouraged everyone to attend.

Mr. Gagnon: He thanked everyone for coming out for the long session, noting that it was a necessary discussion, and he looked forward to continuing the conversation on April 21st. He also referenced the budget work session from earlier in the day, stating that interesting ideas were exchanged and he said he looked forward to addressing the major structural problems in the budget to get spending under control.

Mr. McGuire: He expressed appreciation for the great, emotion-free debate among his colleagues. He emphasized the need for civility in politics, warning that "trade wars lead to shooting wars" and reminding everyone that they are all neighbors. He commended the Maryland state legislature for looking at reparations, stating it is a discussion that needs to be had. Regarding the budget, he stressed the need to make hard choices, suggesting the Town look at cutting costs without diminishing capabilities, such as evaluating twice-a-week garbage pickup or reviewing police rank structures and salary increases. He concluded by saying it is an honor and privilege to serve, expressing his belief in term limits, and wishing everyone a Happy Easter.

Mr. Nevill: He noted it had been a long night, wished everyone a Happy Easter.

ADJOURNMENT.

With no further business, this meeting was adjourned at 9:20 PM on Tuesday, April 8th, 2025.

I hereby certify that this is a true and exact record of actions taken by the Town Council of the Town of Warrenton on April 8th, 2025.

Stephen M. Clough
Town Recorder

Attachments:

- 1) Handouts to Council from Citizen's time. April 8th, 2025.
- 2) Citizen Comment Emails and form submissions.
- 3) Signed legislation.

DRAFT



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

April 8th, 2025, Regular Town Council Meeting Minutes

Attachment 1: Handouts to Council.

DRY

I rise in defense of the Warrenton Aquatic and Recreation Facility, now targeted by those who wish to appear heroic by attacking it as costly. The WARF is an investment in community health, a service, like the police department and fire department. Some call it Warrenton's crown jewel. To sell it, close it or starve it is to betray a sacred trust. Voters will remember.

Financial remedies include raising taxes, now the lowest of any town in the commonwealth. User fees, unchanged for 10 years, are ripe for increase.

Help is on the way. Hundreds of new houses and townhouses are either under construction or planned. Those new residents represent a growing number of people who will populate WARF for generations to come.

To inform their decision-making, town leaders may gauge support for WARF by commissioning a statistically valid survey of residents, electronically and supplemented with telephone interviews. Council should visit the facility. It is unknown how many town decision makers have inspected WARF, much less worked out, taken a class or gone for a swim.

It is hard to refinance WARF in today's suddenly volatile economic environment. Far easier to demagogue by posturing as a passionate penny pincher. I am confident that this town council has the will and imagination to find a solution. Not because it is easy. Because it is the right thing to do.

#

Christopher Bonner
Warrenton Council, April 8, 2025

use in choice of the Warranton Aquatic and Recreation Facility
now targeted by those who wish to appear before by attacking it as
costly. The WARE is an investment in community health, a service
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Warranton's crown jewel. To sell it, close it or starve it is to betray a
sacred trust. Voters will remember.

Financial remedies include raising taxes, now the focus of my

~~town's financial situation. The town's financial situation is~~
ripe for increase.

Help is on the way. Hundreds of new houses and townhouses are
either under construction or planned. Those new residents represent
a growing number of people who will populate WARE for
generations to come.

To inform their decision-making, town leaders may gauge support
for WARE by commissioning a statistically valid survey of residents.
electronically and supplemented with telephone interviews.
Council should visit the facility. It is unknown how many town
decision makers have inspected WARE, much less worked out

that is our goal.

It is hard to renounce WARE in today's suddenly volatile economic
environment. Far easier to denigrate by posturing as a passionate
penny pincher. I am confident that this town council has the will
and imagination to find a solution. Not because it is easy. Because
it is the right thing to do.

My name is Penny Perry and I live in the town of Warrenton. Four or five times a week for some 10 years I ~~visit~~ ^{have visited} WARF for land or water exercises. The fees I pay are an absolute steal compared to pricey private clubs. I am willing to pay more because WARF is a sound investment in a healthy community.

When we left ~~Mexican~~ ^{Fairfax County} and looked for welcoming places to live, ~~Middleburg,~~ Leesburg, Culpeper and Fredericksburg were options, but none had the WARF or anything like it. That was part of what brought us here, and I am confident other residents tell the same story.

I boast to people that the town, under the leadership of the late, enlightened Mayor George Fitch, built this facility. What my grandchildren love most about Warrenton is the WARF.

Please don't destroy WARF, a Warrenton jewel that means so much to so many.

Thank you.

John J. Norman, Jr.
P.O. Box 3131
Warrenton, Virginia 20188
703-615-7162
jnorman@normanrealty.com

Mayor H.E. Carter Neville
Council Members
Paul Mooney
David McGuire
Roy Francis
William Semple, II
Larry Kovalik
Michelle O'Halloran
Eric Gagnon

Town Hall
21 Main Street
Warrenton, Virginia 20186

March 20, 2025

Dear Mayor and Council Members:

The time is appropriate for the Town to introspectively review matters of openness and transparency. Without burdening you with a number of past issues I have had with the Town over such practices, I would like to suggest one simple initial action that would increase public awareness and trust of the Town's land use process. This would be to require public placard notifications on any parcel of land which becomes subject to the Virginia public notice provisions of Va. 15.2-2204.

While such signage advertising notice of a public hearing is not mandatory it appears, almost every jurisdiction I am familiar with makes such a requirement part of its code. It is a standard of transparency throughout most of Virginia. It is also one of s the most effective ways to let your community know that an action is pending – as electronic news forums make it less likely one would see a printed notice.

An example from the Loudoun County Ordinance is:

March 20, 2025

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Placard Notice

The property which is the subject of the application must be posted by the applicant using the placards provided by the county. The posting must occur at least 21 calendar days prior to each public hearing. The placards must be affixed to a pole, post, fence or other structure to be clearly visible from each public road abutting the property. If no public roads abut the property, then the placards must be posted so as to be clearly visible from at least two abutting properties and at the access points to the property.

Thank you for your consideration of implementing this change.

Sincerely,



Jay Norman



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

April 8th, 2025, Regular Town Council Meeting Minutes

Attachment 2: Citizen Comment emails and form submissions.

From: "PLCutting" [REDACTED]
Sent: Tue, 25 Mar 2025 19:17:18 -0400
To: "" <citizencomment@warrentonva.gov>
Subject: Old Town Warrenton Parklets and Main Street design option feedback

[You don't often get email from [REDACTED] Learn why this is important at <https://aka.ms/LearnAboutSenderIdentification>]

Good evening,

I am writing to voice my support for the Concept B option for bumpouts/sidewalks to be fully widened. I have never found myself to have an issue with On Street or Off street parking and the widening, particularly during the nicer months gives more access to outdoor dining. While I understand those who have parking concerns - perhaps increase the number of Handicap spots on Main Street in the remaining spots.

Regarding the Summer months this year, I strongly urge the board to pursue any steps necessary to allow the outdoor dining options as we have the past several years. That is a primary draw and businesses like Denim & Pearls, Licorice Pizza, Molly's etc benefit it and contribute financially to those dining spots.

Thank you for your time and consideration,
Polly Cutting
172B Leeds Ct West
Warrenton VA 20186



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P.O. Box 341
Warrenton, VA 20188
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April 8th, 2025, Regular Town Council Meeting Minutes

Attachment 3: Signed Documents- Resolutions, Ordinances, Closed Session Motions



Motion for Convening a Closed Session

Council Meeting Date: April 8th, 2025

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

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

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

Votes:

Ayes: Mr. Roy Francis; Mr. William Semple, Vice Mayor; Mr. Larry Kovalik; Ms. Michele O'Halloran; Mr. Eric Gagnon; Mr. David McGuire; Mr. Paul Mooney.

Nays:

Absent from Vote: None

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

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

Votes:

Ayes: Mr. Roy Francis; Mr. William Semple, Vice Mayor; Mr. Larry Kovalik; Ms. Michele O'Halloran; Mr. Eric Gagnon; Mr. David McGuire; Mr. Paul Mooney.

Nays:

Absent from Vote: None

For Information:
Town Clerk

Effective date: April 8th, 2025.

Stephen Clough, Town Recorder



April 8, 2025
Town Council
Regular Meeting
RES-25-04-01

**A RESOLUTION TO UPGRADE A WATER TREATMENT PLANT OPERATOR POSITION
FROM PART-TIME TO FULL-TIME**

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

WHEREAS, on June 11, 2024, the Town Council adopted the Town of Warrenton Fiscal Year 2025 Budget; and

WHEREAS, the Virginia Administrative Code prescribes minimum staffing levels for Water Treatment facilities, which can be difficult to meet at the Town's facility with current staffing; and

WHEREAS, due to vacancies, an upgrade of an existing part-time Water Treatment Plant Operator position to full-time may be accomplished in the current Fiscal Year 2025 adopted budget without appropriating additional funds; and

WHEREAS, the Town Council has considered this request and deems it in the best interest of the health and safety of the Town's drinking water supply; and

NOW, THEREFORE, BE IT RESOLVED by the Council of the Town of Warrenton this 8th day of April 2025, that the part-time Water Treatment Plant Operator is hereby upgraded from part-time to full-time status

Votes:

Ayes: Mr. Roy Francis; Mr. William Semple, Vice Mayor; Mr. Larry Kovalik; Ms. Michele O'Halloran; Mr. Eric Gagnon; Mr. David McGuire; Mr. Paul Mooney.

Nays:

Absent from Meeting:

For Information:
Budget Manager

ATTEST:



Town Recorder

April 8th, 2025
Town Council
Regular Meeting
RES-25-04-02

RESOLUTION TO REPLACE PIEDMONT ENVIRONMENTAL COUNCIL APPOINTEE OF THE TOWN OF WARRENTON ZONING ORDINANCE UPDATE STEERING COMMITTEE

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

WHEREAS, the Town Council held a work session on July 7th, 2024, and adopted a resolution initiating the update to the Zoning Ordinance and appointed a Steering Committee (the "Committee"); and

WHEREAS, the Piedmont Environment Council was requested to designate one of their members to provide input as a member of the Committee; and

WHEREAS, the Mr. Kevin Kask was appointed to fill this role and has since left the employment of the Piedmont Environment Council; and

WHEREAS, the Piedmont Environment Council now requests that their appointed representative, Mr. Kevin Kask, be replaced with Mr. John McCarthy; and

NOW, THEREFORE, BE IT RESOLVED that the Warrenton Town Council this 8th day of April, 2025 hereby replaces on the Town of Warrenton Zoning Ordinance Update Steering Committee Mr. Kevin Kask with Mr. John McCarthy.

Votes:

Ayes: Mr. Roy Francis; Mr. William Semple, Vice Mayor; Mr. Larry Kovalik; Ms. Michele O'Halloran; Mr. Eric Gagnon; Mr. David McGuire; Mr. Paul Mooney.

Nays:

Absent from Vote:

Absent from Meeting:

ATTEST: _____


Town Recorder

April 8th, 2025
Town Council
Regular Meeting
RES-25-04-03

A RESOLUTION DIRECTING TOWN STAFF TO INITIATE THE PROCESS TO DRAFT AN ORDINANCE TO ESTABLISH A PERMENANT PARKLET PROGRAM WITHIN THE TOWN

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

WHEREAS, the Town Council recognizes the value of enhancing public spaces and promoting active, pedestrian-friendly areas within the Town; and

WHEREAS, during the COVID-19 public health emergency, the Town implemented a temporary parklet program, RollOutWarrenton!, under the emergency provisions authorized by the Virginia General Assembly to support local businesses, enable outdoor dining, and ensure safe social distancing; and

WHEREAS, the temporary parklet initiative proved successful in activating public spaces, increasing outdoor amenities, and contributing to the vitality of the downtown and commercial areas; and

WHEREAS, a permanent Parklet Program would provide a clear and consistent framework for the development, approval, maintenance, and operation of parklets within the Town, while ensuring appropriate oversight, safety, accessibility, and design standards; and

WHEREAS, the Town Council desires to build upon the lessons learned from the emergency program to establish a sustainable, equitable, and well-managed initiative that supports placemaking, economic vitality, and public enjoyment; and

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of [Warrenton, Virginia, that the Town Manager, Town Attorney, and appropriate staff are hereby directed to initiate the process of drafting an ordinance to establish a formal Parklet Program, including but not limited to:

- Developing proposed design standards, application procedures, and operating requirements;
- Identifying appropriate locations or zoning districts where parklets may be permitted;
- Reviewing lessons learned and public feedback from the temporary COVID-era parklet program;
- Coordinating with relevant departments and stakeholders to assess infrastructure, accessibility, and public safety considerations;
- Seeking public input and engagement throughout the development process.;

BE IT FURTHER RESOLVED that Town staff shall present a draft ordinance and supporting materials for review and consideration by the Town Council within a reasonable timeframe;

ATTACHMENT: None

Votes:

Ayes: Mr. Roy Francis; Mr. William Semple, Vice Mayor; Mr. Larry Kovalik; Ms. Michele O'Halloran; Mr. Eric Gagnon; Mr. David McGuire; Mr. Paul Mooney.

Nays:

Absent from Vote:

Absent from Meeting:

For Information:

Town Attorney

ATTEST: _____



Town Recorder

DRAMA