



Office of the Town Manager
Frank Cassidy

Warrenton Town Council

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

STAFF REPORT

Council Meeting Date: October 8, 2024
Agenda Title: ARPA Fund Reallocation
Requested Action: Reallocate unspent ARPA Funds
Department / Agency Lead: Finance Department
Staff Lead: Brooke Campbell, Budget Manager

EXECUTIVE SUMMARY

The American Rescue Plan (ARP) Act of 2021 established the Coronavirus State and Local Fiscal Recovery Fund (CSLFRF) which allowed the United States Treasury to distribute funding to the Commonwealth of Virginia and mandated that Non-Entitlement Units (NEUs) of government be distributed funding according to a formula based on population. The Town of Warrenton is considered a NEU and has received a total allocation of \$10,403,180 in two separate tranches, with the second tranche received July 21, 2022.

BACKGROUND

The Town Council has previously appropriated the entire allocation to various projects as detailed below. Several projects have been completed under budget. Staff recommends Town Council reallocate these unspent funds.

Project	Appropriated	Spent/Encumbered	Balance for Reallocation
Meeting & Polling Location ADA Compliance	150,000	37,362	112,638
Playground ADA Improvements	600,000	385,175	214,825
Affordable Housing (Habitat for Humanity)	250,000	250,000	-
Assistant Director Salary and Benefits	171,441	125,131	46,310
Compensation Study	50,000	43,500	6,500
Comprehensive Zoning Update	200,000	198,450	1,550
Deed Provision	1,500,000	1,505,076	(5,076)
Financial Coordinator Salary and Benefits	312,000	215,247	96,753
Fitness and Studio Floor Replacement	60,000	58,590	1,410
Fitness Equipment Replacement	25,000	24,520	480
Fuel System	50,000	35,534	14,466
HVAC Replacement	55,000	48,332	6,668
Infrastructure Projects	230,539	230,539	-
Junior Engineer Salary and Benefits	131,947	-	131,947
Leaf Machine	85,000	74,428	10,572
Police Vehicles	98,262	98,129	133
Professional Services - Economic Development	42,350	-	42,350
Project Coordinator Salary and Benefits	147,448	92,339	55,109
Recycling Trucks	626,306	627,540	(1,234)
Salt Spreaders	68,000	65,881	2,119
Timber Fence Trailway	50,889	-	50,889
Traffic Light Updates	28,800	27,000	1,800
Primary Clarifier	5,400,000	5,400,000	-
Waterloo Speed/Safety Improvements	70,200	30,273	39,927
			830,136

Due to the time restrictions set by the United States Treasury and recent direction from council, staff recommends the balance for reallocation be used towards the Primary Clarifier (CIP project S-001). Allocation of these unspent ARPA funds will reduce the amount of funding that will be required from the Water & Sewer fund for this project.

STAFF RECOMMENDATION

Reallocate unspent ARPA Funds to Primary Clarifier Project (S-001).

ATTACHMENTS

None.