



TOWN COUNCIL REGULAR MEETING

21 Main Street

Tuesday, May 13, 2025 at 9:00 AM

MINUTES

AN OPEN MEETING OF THE TOWN COUNCIL OF THE TOWN OF WARRENTON, VIRGINIA, WAS HELD ON MAY 13th, 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. Eric Gagnon; Mr. Paul Mooney; Mr. David McGuire; Mr. Frank Cassidy, Town Manager; Mr. Stephen Clough, Town Clerk; Mr. Chap Petersen Town Attorney.

ABSENT

Regular Meeting

PRESENT

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

Councilmen Mooney made a motion to modify the agenda to add a discussion of two committees (a Finance Committee and a Public Safety and Sanitation Committee) immediately following the Ethics Committee discussion. Seconded by Mr. McGuire.

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; Mr. David McGuire.

Nays: None.

The motion passed unanimously, and the agenda was amended.

1. Fiscal Year 2025-2026 Budget Work Session: Budget Scenarios

Town Manager Frank Cassidy introduced the topic. He explained that the discussion stems from collaborative work since February and follows the April 24 budget hearing. He introduced Kasey Braun, Human Capital Director, for a presentation on Human Capital.

Human Capital Presentation

Ms. Kasey Braun, Human Capital Director, presented on staffing, compensation, and retention.

Ms. Braun presented on the evolution of the modern employee, emphasizing that workforce retention now requires flexibility, continuous growth, and a focus on work-life balance in addition to competitive salaries. During a review of historical staffing data, Mr. Semple pointed out that the Town has added roughly 30 full-time equivalent employees since 2015, which dropped the ratio of residents served per employee from 102 to 72. He asked for an explanation regarding the growth in administrative roles.

Mr. Cassidy answered that prior to 2015, the town's population doubled while staff numbers remained stagnant, leading to severe employee burnout. He explained that the recent increases were necessary to address unfunded state mandates like stormwater management, vital IT modernization, and the absorption of the WARF into the Parks and Recreation department.

The conversation transitioned to compensation. Ms. Braun detailed the difference between Cost of Living Adjustments (COLA) and Merit increases, noting that 84% of employees received Merit pay on average over the last three years.

Mr. Francis expressed concern over the compounding financial impact of offering both simultaneously, suggesting the Council should choose one or the other, or transition Merit pay to a one-time bonus structure.

Addressing retention, Ms. Braun noted that turnover is currently below average at 9%.

Mr. Mooney highlighted that 34% of employees who received a specific 10% pay adjustment in 2023 have still left the Town's employment, suggesting compensation alone does not guarantee retention.

Mr. Kovalik asked if it was viable to consolidate vacant roles and use the savings to increase the salaries of remaining staff.

Ms. Braun cautioned against this approach, warning it would lead to staff burnout.

Mr. Gagnon proposed a hiring freeze, and Mr. Cassidy confirmed that a temporary hiring freeze was already in place during the budget process.

Mr. McGuire emphasized the Council's fiduciary responsibility to go "line by line" to find efficiencies, stating the Town is not a jobs program. He suggested that all department heads should be required to live within the Town boundaries and suggested a hiring and promotion freeze.

Ms. O'Halloran countered that because taxes have not increased in eight years and local living expenses have skyrocketed, the budget can no longer be balanced without a tax increase.

Budget Scenarios Presentation

Ms. Brooke Campbell, Budget Manager, presented five budget scenarios to inform the Council's tax rate decision. The scenarios ranged from the proposed base real estate tax rate of 6.5 cents to a reduced 5.0 cent rate, integrating various combinations of cuts to outside agencies and reductions to the proposed COLA. A robust debate followed regarding the tax rate.

Mr. Francis advocated for a 1.5 cent increase as a compromise, while Mr. Semple supported a 2 cent increase to generate surpluses for the capital improvement plan rather than relying on debt.

Mayor Nevill framed the increase as a necessary step to equalize an unsustainably low real estate tax revenue stream so that businesses do not bear the brunt of subsidizing residents.

Mr. Gagnon reluctantly supported floating the rate back to pre-equalization levels, representing roughly a 1 cent increase, to begin a dialogue with citizens while aggressively cutting expenses.

Proposed scenarios

Scenario 1 (Base): The proposed budget with a 6.5 cent real estate tax rate, resulting in a 49.5% projected unassigned fund balance.

Scenario 2: A 6.5 cent tax rate with cuts to outside agency funding, resulting in a 51.9% fund balance.

Scenario 3: A 5.5 cent tax rate (1 cent reduction) with outside agency cuts.

Scenario 4: A 6.5 cent tax rate with outside agency cuts and a reduction of COLA from 3% to 2%.

Scenario 5: A 5.0 cent tax rate with outside agency cuts and a COLA reduction. This results in a 50.4% fund balance.

The discussion then moved to specific line-item variances. Mr. Mooney, Mr. McGuire, and Mr. Kovalik questioned expenditures such as IT professional services and police equipment.

Mr. Mooney specifically questioned the necessity of a \$125,000 budget for police radios and \$160,000 for police vehicles.

Timothy Carter, Chief of Police and Fleet & Facilities Manager Johnny Switzer answered that the radio upgrades are strictly mandated by the County's System Administrator to meet new encryption standards.

Mr. Switzer clarified that the vehicle budget covers one CID pickup truck and two replacement police motorcycles.

Mr. McGuire argued that the motorcycle unit is seasonal and unnecessary for the Town's size, suggesting the funds be cut or repurposed.

To resolve the need for further detailed analysis, Mr. McGuire made a motion to meet in a special session to approve proposed and recommended cuts based on staff input. Council added that the meeting will be aligned to the specific requests of the Council regarding cuts to the Police Department, sanitation, and recycling.

Ms. O'Halloran 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; Mr. David McGuire.

Nays: None.

Special Meeting: Council agreed by unanimous consent to schedule an additional special work session to go through proposed budget cuts line by line before the final budget adoption in June.

Proposed Fee Schedule

Ms. Campbell and Ms. Kelly Kornick (Director of Parks and Recreation) presented proposed updates to the fee schedule.

A roughly 10% increase was proposed for WARF user rates, which have not been increased since 2017.

Increases were also proposed for staff time fees at special events.

Council directed staff to re-advertise the proposed fees at slightly higher, rounded amounts to provide flexibility for the final vote in June.

The Council recessed for lunch at 12:30 PM and reconvened at 12:47 PM.

2. Planning Commission Update: PC held a work session on April 22, 2025 on ZOTA-25-1 – A Text Amendment to Remove Data Centers as a Permissible Use within the Industrial District.

3.

Ms. Denise Harris, Planning Manager, reported that the Planning Commission held a work session on April 22, 2025, regarding the zoning text amendment to remove data centers as a permissible use in the Industrial District. A public hearing on the matter is scheduled for the Planning Commission's next meeting.

4. Denim and Pearls Fee Waiver Request

Mr. Cassidy introduced a request from Denim and Pearls to waive \$3,400 in outstanding parklet fees from the previous year. He recommended denying the request to maintain consistency across Town businesses, explaining that the Town had only prorated the bill for the three months the parklet was physically set up prior to the First Street construction. Jen Robinson, the owner of Denim and Pearls, addressed the Council, explaining that the construction was originally projected to take 4 to 6 weeks but ultimately extended to 13 weeks. She stated that their entrances were frequently blocked without notice, which severely impacted their business.

Mr. Kovalik made an initial motion to add a resolution to the evening's new business to consider the fee waiver. Mr. Gagnon seconded this motion, The Motion was subsequently withdrawn.

Mr. Kovalik then made a direct motion to waive the fees and approve the attached resolution. Mr. Gagnon seconded the motion.

The vote was as follows:

Ayes: Mr. David McGuire; Mr. Eric Gagnon; Mr. Larry Kovalik; Mr. William Semple; Mr. Roy Francis; Mr. Paul Mooney.

Nays: Ms. Michele O'Halloran.

The motion passed 6-1, and the request from Denim & Pearls for a fee waiver was granted.

5. ARB Committee Appointment

The Council voted to establish a special committee to review applications for vacancies on the Architectural Review Board (ARB). The committee would be tasked with conducting interviews and returning to the Council with a final recommendation.

A motion was put forth by Ms. O'Halloran to establish the committee. Seconded by Mr. Francis.

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; Mr. David McGuire.

Nays: None.

The motion passed unanimously. Mayor Nevill nominated Vice Mayor Semple and Mr. Kovalik to the committee, and the appointments were approved unanimously.

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; Mr. David McGuire.

Nays: None.

6. Ethics Committee

Ms. O'Halloran proposed reinstating the Ethics Committee to review and finalize the code of conduct documents drafted during the previous year. Mr. Gagnon strongly opposed the reinstatement, arguing that the previous iteration of the committee had "gutted" the code. He stated that the current code of ethics is already robust and suggested that any necessary modifications be handled through individual motions instead. Mr. Semple suggested that the issue would be better handled operating as a "Committee of the Whole." Acknowledging the consensus to handle ethics updates as a full Council, Ms. O'Halloran withdrew her motion.

7. Mr. Mooney's Request: Discussion of addition of a Finance Committee and a Public Safety Committee

Following up on the agenda modification, Mr. Mooney formally introduced the creation of a Finance Committee and a Public Safety Committee. He proposed that the Finance Committee be headed by Mr. Semple and himself, and that the Public Safety Committee be headed by Mr. McGuire and Ms. O'Halloran. The Mayor charged both new committees with establishing clear deliverables, maintaining a strict relationship with staff to prevent mission creep, and focusing on generating long-term policy directives. Mr. Mooney made a motion to move the approval of the Finance Committee and the Public Safety Committee to the evening's Consent Agenda. Mr. 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; Mr. David McGuire.

Nays: None.

The item was added to the Consent Agenda.

8. Agenda Review

Mr. Cassidy reviewed the items slated for the evening meeting, beginning with a public hearing for the Waterloo Junction Electrical Easement.

The agenda review included discussion on items for consideration that evening including Tax Relief for the Elderly and Disabled, an update designed to match the County's ordinance limits of a \$72,000 combined income. During this discussion, Mr. McGuire made a motion to amend the updated tax relief to include disabled veterans starting at a 10% disability rating. Ms. O'Halloran seconded the motion. It was subsequently noted that the motion may not be in order due to state constitutional requirements regarding uniform taxation. Mr. McGuire attempted to withdraw

the motion, but it was clarified that the motion could not be withdrawn under those procedural conditions. As the item was out of order it was not available for consideration.

Mr. Cassidy then noted the public hearing to set the FY25 proposed budget tax rate. He also clarified the RRRC Water Supply Planning Resolution, explaining that it strictly allows the RRRC to apply for grants on the Town's behalf and does not physically connect the Town's utilities to the Water and Sewer Authority or mandate water sharing.

Ms. Campbell presented the Parks and Recreation fee schedule, which proposed 10% increases to WARF user rates and special event staff fees. The Council directed staff to re-advertise the special event fees with higher caps to provide the Council with maximum flexibility during the final vote.

Finally, Mr. Semple requested a change to the rules regarding Council Member's Time, asking that the Mayor speak first rather than last. He cited fairness and the inability of Councilmen to rebut political statements made by the chair at the close of meetings. Town Attorney Chap Peterson stated he would review Robert's Rules regarding the chair's speaking privileges. The Mayor denied the request to alter the speaking order but committed to refraining from making un-rebuttable political statements in the future.

With no further business, this meeting was adjourned at 1:43 PM on Tuesday, May 13th, 2025.

II. REGULAR MEETING - 6:30 PM

The Mayor called the meeting to order at 6:31PM, a quorum was present and business could be conducted.

INVOCATION.

Dr. Ethel Bethel provided the invocation.

PLEDGE OF ALLEGIANCE.

Mayor Nevill led the pledge of Allegiance.

PROCLAMATIONS AND RECOGNITIONS.

Mr. Frank Cassidy, Town Manager, led the "Excellence in Action" recognitions for the month.

- **New Hires & Certifications:** He welcomed new employees Jacob Keller and Craig King and congratulated Jesse Bender on receiving his Water Works Operator license.
- **Valor Awards:** He congratulated several members of the Warrenton Police Department who were honored at the Fauquier Chamber of Commerce Valor Awards, including officers Steven Hall, Jay Perez, and Jory Farnsworth for the Meritorious Service Award, and a team of officers for the Meritorious Unit Award. The Mayor added that Police Chief Timothy Carter received the Lifetime Achievement Award.

- **Employee Achievements:** Mr. Cassidy recognized Communications Manager Lindy Paul for completing a national emergency management course; Public Works employees Johnny Powers, Michael Fisher, and Luke Taylor for earning traffic signal technician certifications; and Emergency Management Coordinator Johnny Switzer for graduating from the National Emergency Management Basic Academy.
 - **Departmental Awards:** He congratulated the Water Treatment Plant for achieving a Silver Award for water quality from the Office of Drinking Water and the Finance Department for receiving the GFOA Certificate of Achievement for Excellence in Financial Reporting.
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CITIZEN'S TIME.

The Mayor opened Citizen's Time and clarified that comments regarding the budget should be reserved for the public hearing later in the meeting.

Elizabeth Scullion: A Town resident, spoke in support of the Warrenton Aquatic and Recreation Facility (WARF), highlighting its importance for her health and as a community center that attracts new residents. She stated she would be willing to pay an increase in taxes to keep the WARF vibrant.

James Cornwell: Founder of Fauquier Pride, thanked the Town, police department, fire department, and local businesses and churches for their incredible support. He invited the community to the Fauquier Pride flag-raising event on May 30th.

Penny Perry: A Town resident, spoke about the WARF's vital role in teaching the life-saving skill of swimming to all ages. She noted that the facility's swim lessons have a waitlist and that it trains lifeguards, helping to build a safer community.

Darine Barbour: A Ward 1 resident and Planning Commissioner, urged the Council to reconsider their decision from the morning's work session not to formally review the Town's Code of Ethics and Code of Conduct. She argued that the new Council should look at the documents to ensure clarity, transparency, and accountability.

Casey Ward: A Ward 5 resident and business owner, reported that the current temporary outdoor seating layout on Main Street was not popular with customers or businesses, describing feedback that it is obstructive and not intuitive. He asked the Council to continue working with stakeholders to find a better solution.

APPROVAL OF THE AGENDA.

Prior to the vote on the agenda, a clarification was made regarding the wording of the public hearing for the budget. It was confirmed that while the hearing covers the entire proposed budget, the only binding action to be taken during this meeting would be the adoption of the real

estate and personal property tax rates. Mr. Semple made a motion to approve the agenda as presented, Seconded by Mr. Mooney.

The vote was as follows:

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

Nays: None.

The motion passed unanimously.

PUBLIC HEARINGS.

Vacation of the Electric Easement for Waterloo Junction

Town Attorney Chap Petersen presented an ordinance to vacate an unused, relic public utility easement at the Waterloo Junction mixed-use development. He explained that the town has no plans to use the easement and that state statute allows for its vacation without compensation. With no citizens signed up to speak, the public hearing was promptly closed

The public hearing was opened at 6:58 PM and, with no speakers coming forward, was closed at 6:58 PM. Following the hearing, a motion was made by Mr. Mooney to approve the vacation of the easement.

Motion made by Mr. Mooney to approve the Ordinance, Seconded by Mr. Francis. The vote was as follows:

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

Nays: None

The motion passed unanimously, The Ordinance vacating the easement was approved.

Update of Tax Relief for the Elderly and Disabled Ordinance

Stephanie Miller, Finance Director, presented an ordinance to align the Town's code with Fauquier County's by increasing the income threshold for tax relief from \$58,000 to \$72,000 and the acreage limit from one to five acres. The public hearing was opened at 7:01 PM and, with no speakers coming forward, was closed at 7:01 PM. Mr. Kovalik put forth a motion to approve the Ordinance updating tax relief for the elderly and disabled as written. Ms. O'Halloran Seconded the motion.

Public Hearing Open: 7:01pm

Public Hearing Closed: 7:01pm

The vote was as follows:

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

Nays: None

The Ordinance updating the tax relief for the elderly and disabled was approved.

A Public Hearing to Consider the Fiscal Year 2026 Proposed Budget, the Fiscal Year 2026-2031 Proposed Capital Improvement Plan, 2025 Tax Rates, Fiscal Year Water and Sewer Rates, Warrenton Aquatic & Recreational Facility (WARF) Fees, and Special Events Fees

Budget Manager Brooke Campbell opened the hearing by summarizing the proposed \$52.9 million budget, the Capital Improvement Plan (CIP), and proposed increases to water/sewer rates, WARF user fees, and special events fees. She reiterated that the Council was only required to adopt the calendar year 2025 real estate and personal property tax rates during this session. The proposed base rate was 6.5 cents per \$100 of assessed value, representing an increase from the current 4.01 cent rate.

Mayor Nevill opened the Public Hearing at 7:06pm.

Joe Saffer, representing the Warrenton Volunteer Fire Company (WVFC) as treasurer and operational member, explained that life safety is their single core value and detailed the heavy operational costs born by the company, noting that county tax levies only fund 60% of their operations while equipment replacement costs run in the millions.

Scott Ross, Fire Chief of the Warrenton Volunteer Fire Company and former resident of Moffett Avenue, detailed the expansion of calls to over 5,000 annually and urged the Council to maintain funding to ensure their \$5 million emergency fleet remains ready, recounting historical and recent structural fires where volunteers saved local lives and taxpayer dollars.

Raeid Ebrahim of Ward 4, Warrenton, strongly opposed the proposed \$424,000 in budget cuts, stating that defunding the volunteer fire company, local employees, and crucial community lifelines like the food bank, hospice support, and free clinic would heavily penalize the working class during an affordable housing crisis.

Josephine Gilbert of the Scott District, speaking as a board member for Encompass and on behalf of Aging Together, stressed that Warrenton's over-60 population is rapidly increasing and requested that the town maintain its partnership funding for critical senior support services that facilitate aging in place.

Joe Ficarelli of 102 Winchester Street, Warrenton, voiced his dismay regarding proposed public safety funding cuts, stating that defunding fire and emergency medical services undermines resident safety and response times, while contrasting the cuts against an over-budget expenditure on outside legal fees.

John McCarthy of Menlo Drive, Warrenton, stated that while consecutive past councils had kicked structural infrastructure liabilities down the road, the current body should

avoid panicky budget decisions regarding local staff and safety nets, openly requesting that the Council raise his real estate taxes to responsibly cover proper town services.

Brandon Neil of Warrenton focused his remarks on economic development, suggesting that relying on nonprofits acts as a temporary bandage and that the town should instead prioritize robust economic incentives and tourism investments, pointing to models like Middleburg to attract high-quality businesses and stabilize revenue streams.

James Brown, Vice President of the Fauquier Historical Society, spoke against the proposed \$7,600 reduction to their organization, demonstrating that the Fauquier Historical Museum at the Old Jail serves as a direct economic driver for downtown sales tax revenue, with 77% of their visitors shopping on Main Street.

Darine Barbour of Ward 1, Warrenton, opposed the public safety and non-profit funding cuts, sharing an emotional narrative of how the prompt response of the Warrenton Fire Department directly saved the life of her five-year-old granddaughter and explaining the critical daily necessity of programs like the circuit rider bus for local seniors.

Jim Jelenic of 60 Rock Point Lane, Warrenton, highlighted the widespread financial stress and anxiety currently facing citizens living paycheck to paycheck, supporting cuts to non-essential services and programs like the WARF if they burden taxpayers, but strongly opposing any cuts to fire and public safety.

Renard Carlos of 54 E Shirley Avenue, Warrenton, acknowledged the complex weight of budget decisions facing the new Council and recommended that members take the time to physically visit the volunteer fire company and affected non-profit entities to fully evaluate how funding changes would impact actual community capabilities.

Captain Tomei, training captain and chaplain for the Warrenton Volunteer Fire Company, emphasized the necessity of balancing commercial interests with community service investments, explaining that the fire company brings in and heavily trains local youth for public service careers at no operational cost to the county.

Jaden Carey of 8567 Meadows Road, Warrenton, shared a personal account of surviving a severe vehicle accident due to the rapid response times of local public safety personnel, stating that the volunteer firehouse provided a vital place of support and family during his time in the foster system and expressing deep concern over potential cuts.

Following the citizen testimony, the public hearing was paused at 7:45 PM. The Mayor announced that the public hearing for the overall budget would remain open and continue at the June meeting, transitioning the Council into a debate strictly on setting the tax rate.

Discussion began with Mr. Gagnon raising a point of order regarding the drafted Town Council agenda language, noting it incorrectly referenced the tax year beginning January 1, 2024. Staff confirmed this was a scrivener's error and that the ordinance legally applied to the tax year beginning January 1, 2025, feeding into the Fiscal Year 2026 budget.

A motion was made by Mr. Gagnon to approve Ordinance 2025-05 with the real estate tax rate set at \$0.05 per \$100 of assessed value. The motion was seconded by Mr. Kovalik.

Immediately following, Mr. Semple moved to amend the motion to set the tax rate at 6.0 cents, which was seconded by Ms. O'Halloran. Mr. Semple justified the two-cent increase by stating that for the first time, the Town is facing the prospect of borrowing \$5 million for capital asset replacements—expenses that are normally covered by cash surpluses. He argued the higher rate is necessary to preserve the fund balance, make cash contributions toward capital requirements, and prevent serious financial strain down the road.

Mr. Gagnon defended his 5.0-cent proposal by pointing out that an upcoming property reassessment is scheduled. He argued that conservative estimates suggest property values will increase by 10 to 15 percent, which would naturally generate the additional revenue the Town needs without requiring a steeper two-cent rate hike. Ms. O'Halloran strongly disagreed with this incremental approach. She stated that a one-cent increase merely returns the Town to its pre-equalization rate. She warned that implementing "teeny weeny" incremental increases would fail to get the Town ahead of its debt and would eventually force a future Council to implement a massive 10-cent hike to dig out of the hole.

Mr. McGuire countered that the Council must not fall into the habit of continuously raising taxes, reminding the body that Warrenton residents bear the unique burden of paying both Town and County taxes. He argued that the Council needs to make hard budget cuts rather than raising taxes on a population largely made up of retirees and government workers. He specifically pointed to past financial decisions where water funds were redirected to the Warrenton Aquatic and Recreational Facility (WARF).

Mr. Francis agreed with the need for strict cuts but acknowledged the Council was stuck between the 1.0-cent and 2.0-cent options, suggesting a 1.5-cent increase would be a necessary compromise to get the budget over the hump toward a surplus.

Mr. Kovalik shifted the conversation to town expenditures, arguing against using taxpayer funds for charitable contributions to local nonprofits. He suggested that citizens who can afford to should donate directly to these organizations out of their own pockets rather than the Town mandating it through taxes. He also highlighted that \$2.1 million in proffers from recent local developments are currently directed to Fauquier County for a public safety building. He argued that under proximity and nexus laws, the Town should secure those funds locally, which could easily cover the \$200,000 funding request from the Warrenton Volunteer Fire Company.

To clarify the direct financial impact on residents, Mr. Semple asked Budget Manager Brooke Campbell for the average out-of-pocket tax bill increase.

Ms. Campbell confirmed the average home value in Warrenton is \$423,000, and under the originally proposed 6.5-cent rate, the average annual tax bill increase would only be \$105.33.

Mr. Gagnon then offered a stark analogy to contextualize the Town's financial position, comparing the municipality to a family earning \$230,000 a year but taking on \$51,000 in credit card debt for basic maintenance, while keeping a \$42,000 cabin cruiser parked out back. He stated that adding two zeros to those figures accurately represents the Town's operating deficit, and he characterized the WARF as a \$42 million hole in the budget over the past 25 years. He strongly advocated for the 5.0-cent rate to hold the line on taxes while the Council takes the next year to evaluate deep expense cuts.

Ms. O'Halloran immediately defended the WARF against Mr. Gagnon's analogy, noting that an annual town membership is only \$385, which is a tremendous value compared to the low tax burden residents face. She pointedly noted that four members of the current Council had previously served without raising taxes for years, which directly contributed to the current financial deficit and delayed maintenance.

Mr. McGuire retorted that Warrenton is not the Hamptons with yachts in backyards, reiterating that the Town is a community of working-class people and retirees who cannot absorb constant tax hikes.

Following this exchange, Mr. Semple moved to call the question to suspend the debate, which was seconded by Ms. O'Halloran.

The Mayor confirmed this action officially closed the discussion on Mr. Semple's pending amendment to raise the tax rate to 6.0 cents. The Council then proceeded to vote on the 6.0-cent amendment, which failed by a vote of 5-2, with Aye votes from Mr. Semple and Ms. O'Halloran, and Nay votes from Mr. Mooney, Mr. Francis, Mr. Kovalik, Mr. Gagnon, and Mr. McGuire.

A motion to amend the rate to \$0.06 was made by Mr. Semple and seconded by Ms. O'Halloran. After discussion, the motion to amend failed by a vote of 2-5.

Ayes: Semple, O'Halloran

Nays: Mooney, Francis, Kovalik, Gagnon, McGuire

Before further motions were made, Mr. Mooney asked for clarification on when the property reassessments would actually take effect. Ms. Campbell confirmed the reassessments take place on January 1, 2026, meaning the rate being voted on tonight would apply to the current, lower assessments, not the future increased ones.

With this clarification, Mr. Francis moved to amend the primary motion to set the tax rate at 5.5 cents, representing a 1.5-cent increase. He stated this would yield a slight surplus and serve as the most balanced compromise between the one-cent and two-cent proposals. Mr. McGuire seconded the amendment.

A motion to amend the main motion to a rate of \$0.055 was made by Mr. Francis and seconded by Mr. McGuire. The motion to amend passed by a vote of 6-1.

Ayes: Semple, O'Halloran, Mooney, Francis, Kovalik, McGuire

Nay: Gagnon

A final vote was taken on the main motion as amended, to adopt Ordinance 2025-05 with the real estate tax rate set at \$0.055 per \$100 of assessed value. The vote was as follows:

Ayes: Mr. William Semple; Mr. David McGuire; Mr. Paul Mooney; Ms. Michele O'Halloran; Mr. Roy Francis . Nays: Mr. Eric Gagnon; Mr. Larry Kovalik. Abstention: None. Absent: None.

The motion passed 5-2, the motion was amended. The Council then proceeded to vote on the principal motion as amended: to adopt Ordinance 25-05, establishing the calendar year real estate tax rate at 5.5 cents per \$100 of assessed value, alongside the proposed water and sewer rates. The motion passed 5-2, with

Aye: Mr. Mooney, Mr. Francis, Mr. Semple, Ms. O'Halloran, and Mr. McGuire

Nay: Mr. Kovalik and Mr. Gagnon.

The Ordinance was passed setting a tax rate of 5.5 cents per \$100 of assessed value.

CONSENT AGENDA.

Departmental Quarterly Reports

Police Department Report

Finance Department Report

Community Development Department Report

Parks and Recreation Department Report

Public Works and Utilities Department Report

Capital Improvement Program

Street Maintenance Report

Human Capital

Office of Emergency Management Report

Fleet and Facilities Department Report

Information and Technology Department Report

Approval of Town Council Minutes

RRRC Water Supply Planning Resolution

Creation of a Finance Committee and the appointment of Mr. William Semple and Mr. Paul Mooney to the Finance Committee

Creation of a Public Safety Committee and the appointment of Ms. Michele O'Halloran and Mr. David McGuire to the Committee.

A motion was made to approve the consent agenda. The agenda included Departmental Quarterly Reports, Town Council Minutes, the RRRC Water Supply Planning Resolution, and the

creation of the Finance and Public Safety Committees with their initial appointments. The items were approved without discussion .

Motion made by Mr. McGuire, Seconded by Mr. Francis. The vote was as follows:

Ayes: Mr. William Semple; Mr. Eric Gagnon; Mr. David McGuire; Mr. Paul Mooney; Mr. Larry Kovalik; Ms. Michele O'Halloran; Mr. Roy Francis . Nays: None. Abstention: None. Absent: None.

The motion passed unanimously.

NEW BUSINESS.

Acceptance of SLAF grant award/agreement – Garrett Street Pond

Motion made by Ms. O'Halloran, Seconded by Mr. Mooney.

Voting Yea: Mr. Semple, Mr. Gagnon, Mr. McGuire, Mr. Mooney, Mr. Kovalik, Ms. O'Halloran, Mr. Francis

Ms. Stephanie Miller presented the item, explaining that the Town had been awarded a Stormwater Local Assistance Fund (SLAF) grant for a project that was completed in Fiscal Year 2023 . She noted that the total project cost was \$162,727, and this grant would reimburse the Town for \$65,000 of the \$85,000 it had spent, serving as a cost recovery .

Motion made by Ms. O'Halloran, Seconded by Mr. Mooney. The vote was as follows:

Ayes: Mr. William Semple; Mr. Eric Gagnon; Mr. David McGuire; Mr. Paul Mooney; Mr. Larry Kovalik; Ms. Michele O'Halloran; Mr. Roy Francis . Nays: None. Abstention: None. Absent: None.

The motion passed unanimously

UNFINISHED BUSINESS.

The Mayor confirmed there was no unfinished business to discuss.

TOWN ATTORNEY'S REPORT.

Town Attorney Chap Petersen provided several legal updates to the Council. He reported that the annexation hearing for the Arrington property was held on April 24, and the court approved the Voluntary Settlement Agreement. The new property will officially be incorporated into the Town on June 1. Regarding the ongoing emails case, the Court of Appeals has issued its mandate, and the case will return to the circuit court, where a motion will be made for a final order of dismissal. Mr. Petersen noted that insurance counsel is being used to minimize further costs to the Town.

Additionally, there are two upcoming code compliance trials scheduled for June 4 and July 2, where the Town is seeking relief from the court to repair properties that are out of compliance

and place a lien to secure the Town's financial interest. Addressing questions raised during the morning work session, he stated he is researching the legal distinction between the mandatory state constitutional tax exemption for 100% disabled veterans and the discretionary exemption for the elderly and disabled that localities can adopt by ordinance. Finally, regarding the order of speaking during Councilmember's Time, he reported that Robert's Rules of Order defers to "local custom," and that the order of the agenda—including items like "Mayor's Time"—can be amended by the Council at its discretion.

TOWN MANAGER'S REPORT.

Town Manager Frank Cassidy congratulated the Town staff on the successful Touch a Truck and Dog-a-poolooza events. He also noted that the area was currently under a flood watch, reporting that the recent 2.1-inch rain event had caused a surge at the wastewater treatment plant, increasing the flow to 4 million gallons per day. However, he assured the Council and the public that the plant was handling the influx successfully.

COUNCILMEMBERS TIME.

Mr. McGuire expressed his deep appreciation for the volunteer firefighters, quoting Bobby Kennedy on the government's duty to find the middle ground between plenty and poverty to help its people. He stressed that while budget cuts are necessary, the Council must prioritize "mission first, people always," and suggested the state government should explore a sliding-scale tax exemption for disabled veterans.

Mr. Gagnon clarified his earlier analogy from the tax debate, explicitly identifying the WARF as the "cabin cruiser" and estimating its cost at \$42 million over 25 years. He cautioned the Council to be mindful of potential massive federal job cuts looming under the current administration, noting that Warrenton's economy relies heavily on federal employment, which makes tax increases on residents especially precarious right now.

Ms. O'Halloran thanked Dr. Bethel for the invocation and urged the Council to remember the Town's dedicated staff when finalizing the budget. She highlighted the immense workload placed on employees—such as a single worker spending all day mowing the reservoir property—and stressed the importance of fair compensation to keep the Town running smoothly.

Mr. Kovalik thanked residents for their input and shared an anecdote of Town public works employees safely clearing dangerous debris from Culpeper Street. He praised their dedication and emphasized the need to be good financial stewards to protect the "missing middle"—young couples who grew up in Warrenton but are currently struggling to afford to live in their hometown.

Mr. Semple: S reflected on his 20 years of professional experience managing and establishing nonprofits, acknowledging the constant slog these organizations face in securing funding. He

emphasized the intrinsic "value added" that nonprofits bring to a community beyond just the dollars spent and stated he looks forward to having further conversations with the Warrenton Volunteer Fire Company.

Mr. Francis: thanked the residents of Ward 1 for their attendance, acknowledging the recent disruptions they faced due to local gas line work. He reiterated that no final decisions on budget cuts have been made, noting that setting the tax rate tonight simply provides the baseline the Council needs to finalize the rest of the budget. He also reminded the Council to respond to the Town Clerk regarding scheduling the upcoming special budget meeting.

Mr. Mooney: concluded the commentary by highlighting the Town's rapid budget growth—from \$26.5 million in FY22 to a proposed \$52.9 million in FY26. He warned that continuing business as usual is unsustainable. He acknowledged the incredibly difficult decisions ahead to balance affordable housing, commercial development, public safety, and taxpayer relief, but commended the Council and staff for their professional and diligent work throughout the day's sessions.

ADJOURNMENT.

With no further business, this meeting was adjourned at 8:42 PM on Tuesday, May 13th, 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 May 13th, 2025.

Stephen M. Clough
Town Recorder

Attachments:

- 1) Handouts to Council from Citizen's time. May 13th, 2025.
- 2) Citizen Comment Emails and form submissions.
- 3) Signed legislation.



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

May 13th, 2025, Regular Town Council Meeting Minutes

Attachment 1: Citizen Comment emails and form submissions.

From: "noreply@civicplus.com" on behalf of "noreply@civicplus.com"
<noreply@civicplus.com>
Sent: 24 Apr 2025 21:41:00 -0500
To: "" <citizencomment@warrentonva.gov>
Subject: Online Form Submittal: Public Comment

[EXTERNAL EMAIL] DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe.

Public Comment

Name	Sue Kellon
Address	9628 Springs Road
City	Warrenton
State	VA
Zip Code	20186
Email Address	[REDACTED]
Phone Number	<i>Field not completed.</i>
Committee, Board, or Commission Type	Town Council
Agenda Item	WARF
Comment	<p>The purpose of good government is to serve its constituents and to oversee services for the benefit of all that are not available to the individual. The WARF enables citizens to exercise, both in the facility and outdoors, children to compete in sports, people rehabilitating after surgeries, those with arthritis and other debilitating health issues to prolong their well-being.</p> <p>I urge the town of Warrenton to consider the benefit to the town, and more widely, the county and even beyond (one lady I met drives from Stafford) and find a way to continue to keep the WARF contributing to our quality of life.</p> <p>Thank you.</p>

Email not displaying correctly? [View it in your browser.](#)

Draft

From: "noreply@civicplus.com" on behalf of "noreply@civicplus.com"
<noreply@civicplus.com>
Sent: 25 Apr 2025 05:37:15 -0500
To: "" <citizencomment@warrentonva.gov>
Subject: Online Form Submittal: Public Comment

[EXTERNAL EMAIL] DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe.

Public Comment

Name	Bob Dart
Address	9174 Harts Mill Rd
City	Warrenton
State	VA
Zip Code	20186
Email Address	[REDACTED]
Phone Number	[REDACTED]
Committee, Board, or Commission Type	Town Council
Agenda Item	WARF
Comment	Our community is so fortunate to have such a stellar facility as the WARF. I would be willing to pay more for my yearly county membership. I thank the town leadership for its foresight in recognizing the importance of both the physical and mental health of its citizens through fitness.

Email not displaying correctly? [View it in your browser.](#)

From: "noreply@civicplus.com" on behalf of "noreply@civicplus.com"
<noreply@civicplus.com>
Sent: 26 Apr 2025 14:07:20 -0500
To: "" <citizencomment@warrentonva.gov>
Subject: Online Form Submittal: Public Comment

Public Comment

Name	Denise Glasser
Address	7265 Joshua Tree Cir
City	Warrenton
State	VA
Zip Code	20187
Email Address	[REDACTED]
Phone Number	[REDACTED]
Committee, Board, or Commission Type	Town Council
Agenda Item	WARF

Comment

I wanted to speak on the importance of the WARF to our community. I have been a member of the WARF since 2010. I see many purposes of the WARF to both the town and Fauquier county. First, it serves as an economical option for health and wellness. I consistently attend Spin classes and they have done so much for my physical and mental health. Second, I use the WARF as a family entertainment option. During bad weather days, the swimming option has been life saving. Finally, the swim programs offered benefit all ages, especially safety for our little learning swimmers. Please continue to support the WARF and keep this gem for the entire community.

Email not displaying correctly? [View it in your browser.](#)

From: "noreply@civicplus.com" on behalf of "noreply@civicplus.com"
<noreply@civicplus.com>
Sent: 26 Apr 2025 14:07:20 -0500
To: "" <citizencomment@warrentonva.gov>
Subject: Online Form Submittal: Public Comment

[EXTERNAL EMAIL] DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe.

Public Comment

Name	Denise Glasser
Address	7265 Joshua Tree Cir
City	Warrenton
State	VA
Zip Code	20187
Email Address	[REDACTED]
Phone Number	[REDACTED]
Committee, Board, or Commission Type	Town Council
Agenda Item	WARF
Comment	I wanted to speak on the importance of the WARF to our community. I have been a member of the WARF since 2010. I see many purposes of the WARF to both the town and Fauquier county. First, it serves as an economical option for health and wellness. I consistently attend Spin classes and they have done so much for my physical and mental health. Second, I use the WARF as a family entertainment option. During bad weather days, the swimming option has been life saving. Finally, the swim programs offered benefit all ages, especially safety for our little learning swimmers. Please continue to support the WARF and keep this gem for the entire community.

Email not displaying correctly? [View it in your browser.](#)

Draft

From: "Stephen Clough" <sclough@warrentonva.gov>
Sent: Tue, 6 May 2025 15:47:47 +0000
To: "citizencomment" <citizencomment@warrentonva.gov>
Subject: FW: Funding Loss for the Warrenton Volunteer Fire Company

Stephen Clough, CMC

Town Clerk, FOIA Officer
Department of the Town Clerk



21 Main Street
Warrenton, VA 20186
O:(540) 347-1101 x(124)
M: (540) 714-9270
warrentonva.gov

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From: Carter Nevill <cnevill@warrentonva.gov>
Sent: Tuesday, May 6, 2025 11:41 AM
To: Stephen Clough <sclough@warrentonva.gov>
Cc: Fran Faylor [REDACTED]; Stephanie Miller <smiller@warrentonva.gov>
Subject: Fw: Funding Loss for the Warrenton Volunteer Fire Company

Stephen, (council bcc'ed)

Please submit this to public comment..

Thank you
Carter
Get [Outlook for iOS](#)

From: David Achter [REDACTED] >
Sent: Tuesday, May 6, 2025 10:52 AM
To: Carter Nevill <cnevill@warrentonva.gov>
Subject: Funding Loss for the Warrenton Volunteer Fire Company

[EXTERNAL EMAIL] DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe.

You don't often get email from [REDACTED]. [Learn why this is important](#)

Mr. Nevill,

I hope this message finds you well. I am reaching out to you both as your constituent and a concerned citizen, as well as a member of the Warrenton Volunteer Fire Company. It has recently been brought to the Company's attention that the Town Council intends to completely cease all funding to my organization, presumably in the name of fiscal responsibility for the Town Government. I absolutely understand that in the post-COVID era of inflation, an increased emphasis on spending money efficiently is necessary for any government to best serve its people. However, the Council's plan to gut the WVFC of its funding is shortsighted and could cost lives.

The WVFC is a volunteer department unlike any other in the county. Warrenton's large population necessitates complex, specialty fire apparatus and tools run and maintained by our volunteers at great financial expense. Additionally, Warrenton's high call volume puts volunteers in the crucial position of managing the peaks of demand, most notably during the spring Columbia Gas crisis but more commonly everyday, in a role that doesn't make headlines. It is therefore a preposterous proposition for the Council to suggest that the county and Warrenton's local population should pick up the tab for such a vital public service.

I am writing to you to express my deep disappointment in the decision of the Council. As volunteer firefighters and EMTs, we miss holidays, family events, and life milestones to provide public safety to our community with no personal compensation in return. This decision, whether intentional or not, demonstrates to me that the town pays no regard to the sacrifices we make for our community. But far more importantly, when lives are on the line, none of us can possibly afford to be constrained in the field by such a reckless experiment in funding. I urge the Council to reconsider their position for the sake of our organization and the citizens we serve.

Thank you for your attention to this matter. Please reach out to me with any questions or concerns.

Respectfully,

David E. Achter

EMT-B | BLS Instructor
Warrenton Volunteer Fire Co.

540-229-1700 (cell)

From: "noreply@civicplus.com" on behalf of "noreply@civicplus.com"
<noreply@civicplus.com>
Sent: 6 May 2025 14:24:27 -0500
To: "" <citizencomment@warrentonva.gov>
Subject: Online Form Submittal: Public Comment

Public Comment

Name	Elizabeth D Scullin
Address	118 Culpeper Street
City	Warrenton
State	VA
Zip Code	20186
Email Address	[REDACTED]
Phone Number	[REDACTED]
Committee, Board, or Commission Type	Town Council
Agenda Item	2026 Budget

Comment

Thank you for giving citizens the time to voice our opinions about the budget.

When my husband and I moved here 38 years ago, I had to go to a neighboring county to swim during the winter months. We had to join a club to exercise, a club so that we could swim with the children during the summer months, a club for yoga classes, and my husband had to run the city streets/hills in order to train for marathons and to stay healthy.

We heard people complain that there was nothing for children and young adults to do for recreation and certainly nothing that families could enjoy together. I enjoy watching families in the leisure pool and the lazy river at the WARF having fun together. During swim meets I hear people talking about what a great facility we have and how they plan on returning one day.

I retired two years ago and while I was physically active before

I retired, I am now able to take advantage of the numerous classes offered at the WARF during the day. I have had both knees and one shoulder replaced, four stress fractures in my foot and a broken wrist. It can be painful to move at times yet I can join a deep water and/or shallow water class and still get the cardio exercise and joint flexibility that I need. I have made exercise a priority in my life and I go to the WARF to exercise an average of six times a week. I have met countless people from our community that would come to my aid if I said that I needed them.

The Mayor's message in the 2040 Comprehensive Plan mentions the WARF and its part in making Warrenton a genuine, sincere community defined by the people who live here. Warrenton attracts visitors and future residents alike because of its small town feel with parks and recreation to satisfy the needs of all ages.

It's often said that if you don't have your health, you don't have anything. While this is not the ideal time to raise taxes given today's economic climate, I would be willing to pay an increase to keep the WARF vibrant. Please include the WARF in the Town's budget and ensure that the residents of the Town and the County have the opportunity to stay healthy.

Thank you for your consideration.

Elizabeth D. Scullin
Warrenton, VA

Email not displaying correctly? [View it in your browser.](#)

From: "noreply@civicplus.com" on behalf of "noreply@civicplus.com"
<noreply@civicplus.com>
Sent: 6 May 2025 14:24:27 -0500
To: "" <citizencomment@warrentonva.gov>
Subject: Online Form Submittal: Public Comment

[EXTERNAL EMAIL] DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe.

Public Comment

Name	Elizabeth D Scullin
Address	118 Culpeper Street
City	Warrenton
State	VA
Zip Code	20186
Email Address	[REDACTED]
Phone Number	[REDACTED]
Committee, Board, or Commission Type	Town Council
Agenda Item	2026 Budget
Comment	<p>Thank you for giving citizens the time to voice our opinions about the budget.</p> <p>When my husband and I moved here 38 years ago, I had to go to a neighboring county to swim during the winter months. We had to join a club to exercise, a club so that we could swim with the children during the summer months, a club for yoga classes, and my husband had to run the city streets/hills in order to train for marathons and to stay healthy.</p> <p>We heard people complain that there was nothing for children and young adults to do for recreation and certainly nothing that families could enjoy together. I enjoy watching families in the</p>

leisure pool and the lazy river at the WARF having fun together. During swim meets I hear people talking about what a great facility we have and how they plan on returning one day.

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Thank you for your consideration.

Elizabeth D. Scullin
Warrenton, VA

Email not displaying correctly? [View it in your browser.](#)

From: "matt Olney" [REDACTED]
Sent: Wed, 7 May 2025 15:03:47 -0400
To: "" <townmanager@warrentonva.gov>
Cc: "" <citizencomment@warrentonva.gov>
Subject: Proposed cuts to Warrenton FD

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

Mr Cassidy,

I have been made aware of proposed cuts to the Warrenton FD and I strenuously object to these cuts. I have two boys born and raised here in town. My youngest started off volunteering for the Warrenton FD and now works for Prince William FD but continues to volunteer for Warrenton FD. He chose PW because the county could not come close to what was offered in PW. Of all the things Warrenton spends our tax dollars on I believe the FD is close to the top of the list. The amount of work these young men put into training to keep us safe has to be rewarded with staying fully funded. We cannot cut the FD funding and try to stay competitive with the surrounding counties at the same time.

I appreciate your time.

Matt Olney
Sent from my iPhone

From: "A Meade" [REDACTED] >
Sent: Wed, 7 May 2025 16:38:40 -0400
To: "" <citizencomment@warrentonva.gov>
Subject: Urgent Support for Warrenton Volunteer Fire Company -
Oppose Proposed Funding Cut

You don't often get email from [REDACTED] [Learn why this is important](#)

Dear Warrenton Town Council Members,

I am writing to express deep concern and strong opposition to the Town of Warrenton's proposed elimination of the \$210,000 in annual funding for the Warrenton Volunteer Fire Company (WVFC).

These are not optional or occasional services—they are lifesaving, essential, and expected by every tax paying resident and business in the Town of Warrenton. The Town continues to collect taxes from its citizens, yet is proposing to withdraw financial support for one of the most fundamental responsibilities of local government: public safety. Defunding emergency services sends a troubling message—that the safety and well-being of Warrenton residents are not a priority.

Furthermore, cutting this funding does not make the need for emergency services go away. It merely shifts the burden onto Fauquier County, which would be forced to hire additional career-paid fire and EMS personnel to fill the gap. This reactive approach is not only less efficient, but also significantly more costly—ultimately leading to higher taxes for everyone, including Town residents.

I urge you to reconsider this decision and continue to invest in the services that protect lives, homes, and businesses every single day.

On behalf of those who value the vital work of our volunteer responders, I ask you to restore and preserve this essential funding.

Sincerely,

Amy Meade
Employed in the Town of Warrenton

From: "Katelynn Stern" [REDACTED]
Sent: Wed, 7 May 2025 17:14:39 -0400
To: "" <citizencomment@warrentonva.gov>
Subject: Opposition to Proposed Budget Cuts to the Warrenton Fire Department

[EXTERNAL EMAIL] DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe.

You don't often get email from [REDACTED] [Learn why this is important](#)

Dear Council Members,

I am writing to express my deep concern regarding the proposed budget cuts to the Warrenton Fire Department. As a resident and active member of this community, I urge you to reconsider any action that would reduce critical funding to this essential public safety service.

Our fire department is not just a line item in the town's budget—it is a lifeline for the people of Warrenton. From responding to house fires, medical emergencies, and traffic accidents, to providing vital fire prevention education, these brave men and women put their lives on the line every day to protect us. Reducing their funding would jeopardize not only their safety but the safety of every family, business, and visitor in Warrenton.

Cutbacks could result in longer response times, fewer trained personnel on duty, and a diminished ability to respond effectively to simultaneous emergencies. In a town that continues to grow and develop, the demand for prompt and professional emergency response is only increasing. Weakening our emergency response infrastructure sends a dangerous message about the value we place on community safety.

I understand the need to make difficult budgetary decisions, but public safety should never be compromised. Instead of cuts, we should be discussing how to strengthen and support our fire department to meet the evolving needs of Warrenton's population.

I respectfully ask you to fully fund the Warrenton Fire Department and explore alternative cost-saving measures that do not put lives at risk. The residents of this town depend on your leadership to protect the services that protect us.

Thank you for your time and consideration.

Sincerely,
Katelynn Stern

--
Katelynn Stern

Draft

From: "Hank and Jolynn Desch" [REDACTED] >
Sent: Thu, 8 May 2025 00:08:04 +0000
To: "citizencomment@warrentonva.gov"
<citizencomment@warrentonva.gov>
Subject: Funding for the Warrenton Volunteer Fire Company

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You don't often get email from [REDACTED] [Learn why this is important](#)

To whom it may concern:

Not only is the Warrenton Volunteer Fire Company full of brave individuals who sacrifice their time and risk their lives for our entire community, it is also dedicated to providing higher education for those interested in making firefighting or emergency services a career. WVFC provided years of on-site training, hands-on critical skills and fire and EMT classes for our son. He joined the company at 15 years old, and as a high school senior, before he's even finished high school, he has earned his fully certified firefighter and EMT titles. For a young person who knows college is not their calling, the fire department has been a place to provide hands-on learning and given him purpose and a passion. The funding graciously provided by our town has been a life-giving blessing to our son, our family, and to the Town of Warrenton.

Yes, indeed, WVFC, saves lives!

Please reinstate the funding to Warrenton Volunteer Fire Company!

Grateful for your sincere support and consideration,

Jolynn and George Desch

From: "Dylan Garrett" <[REDACTED]>
Sent: Wed, 7 May 2025 20:41:58 -0400
To: "" <citizencomment@warrentonva.gov>
Subject: WVFC Budget Cut

[EXTERNAL EMAIL] DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe.

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

Good evening, i'm emailing regarding the budget cut for the Warrenton Volunteer Fire Company. Since 1924 this organization has been the busiest fire company for the county. It has served the town of Warrenton and its citizens in all times of need, responding swiftly, efficiently, and professionally to all calls for service. A volunteer organization like this is key to ensure our towns safety. Fauquier County Fire Rescue only pays 3 individuals to be at the firehouse 24/364. The Warrenton Volunteer Fire Company has 7 key pieces of apparatus, out of the 7 career staff only staffs the Engine. Leaving the 6 other pieces of apparatus to souly leave the firehouse due to the commitment of the volunteers of the organization. With the top of the line equipment they are able to handle everything that is thrown at them to serve our community and county. However cutting them out of the budget will have long lasting effects that will never be recoverable. Lack of equipment due to insufficient funds will prevent our volunteers to be able to do their duties which will eventually lead to the nonexistence of volunteers, which in the grand scheme of things will force more money out of everyone's pockets to employ individuals to fill the volunteers role. A organization like this cannot have their budget cut, it will be detrimental to the citizens of the town which do not deserve anything less from the best. I would like you all to consider very carefully what you plan to do prior to making a decision and to consider all the negative effects it will have. Thank you.

Sincerely,
Dylan A. Garrett

From: "Cal Hickey" [REDACTED]
Sent: Wed, 7 May 2025 20:48:28 -0400
To: "" <citizencomment@warrentonva.gov>
Subject: 2021 Data Center Zoning Ordinance

[EXTERNAL EMAIL] DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe.

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

Members of the Warrenton Planning Commission,

I heartily endorse revocation of the 2021 Data Center Zoning Ordinance.

Development of such a facility within our town is thoroughly inconsistent with the character of our community. Moreover, the proposed data center is a massively intrusive visual eyesore and documented by subject matter expertise as a threat to public health due to the noise pollution from cooling systems and standby electric generators.

Residents of Warrenton and its immediate environs repeatedly voiced their objection to the proposed Amazon data center in public comment, both during open sessions of our town council and through emails in 2022 and 2023. Official public records of the town show more than 2,800 citizens voiced their disapproval of this project, while a mere 11 residents expressed support; a virtually unanimous sentiment of 255-to-1 against constructing the data center.

Furthermore, citizens were thoroughly outraged over the egregious manner in which officials of the town and Amazon colluded to push this project forward in a manner intended to avoid public scrutiny. Nondisclosure agreements, refusal to comply with Freedom of Information Act inquiries, and town officials engaged in a relationship with Amazon that ultimately resulted in their personal gain through a strongly suggested conflict of interest that violated the trust of their public office all served to prove the 2021 Data Center Zoning Ordinance a violation of the best interests of the Town of Warrenton.

A vote by the Planning Commission to recommend continuance of the 2021 Data Center Zoning Ordinance would be nothing less than a betrayal of the trust of the citizens of Warrenton.

You work for us. Not for yourselves. And certainly not for Amazon.

We will remember how you vote on this issue.

R/

Calvin W. Hickey
183 North View Circle
Warrenton, VA

Draft

From: "Judith L. Bodenschatz" [REDACTED] >
Sent: Thu, 8 May 2025 10:06:30 -0400
To: "" <citizencomment@warrentonva.gov>
Subject: Funding Cuts to Warrenton Fire Department

You don't often get email from [REDACTED] [Learn why this is important](#)

Town Council Members,

As a thirty year resident of this town, I have been very disappointed in the “progress” of our town. Any vacant property is being developed for homes without regard for aesthetics or quality of life for current residents. The idea that you are considering cutting funds to the Warrenton Fire Department is absurd. Will you be willing to personally help put out fires or provide emergency aid to those in need? I doubt it. With our growing population and people’s irresponsible behavior we need to fund our emergency responders more than ever. Please consider your decision very carefully.

Respectfully,

Judith L. Bodenschatz
96 High Street
Warrenton, VA

From: "townmanager" <townmanager@warrentonva.gov>
Sent: Thu, 8 May 2025 14:44:01 +0000
To: "matt Olney" [REDACTED]; "townmanager" <townmanager@warrentonva.gov>
Cc: "citizencomment" <citizencomment@warrentonva.gov>
Subject: RE: Proposed cuts to Warrenton FD

Good morning.

Thank you for your email, I will forward this on to our Mayor and Council.

Frank Cassidy
Town Manager

21 Main Street
Warrenton, VA 20186
Office: (540) 347-1101 Ext. 123
warrentonva.gov

-----Original Message-----

From: matt Olney [REDACTED] >
Sent: Wednesday, May 7, 2025 3:04 PM
To: townmanager <townmanager@warrentonva.gov>
Cc: citizencomment <citizencomment@warrentonva.gov>
Subject: Proposed cuts to Warrenton FD

[EXTERNAL EMAIL] DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe.

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

Mr Cassidy,

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I appreciate your time.

Matt Olney
Sent from my iPhone

From: "noreply@civicplus.com" on behalf of "noreply@civicplus.com"
<noreply@civicplus.com>
Sent: 13 May 2025 07:49:26 -0500
To: "" <citizencomment@warrentonva.gov>
Subject: Online Form Submittal: Public Comment

[EXTERNAL EMAIL] DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe.

Public Comment

Name	Alec Burnett
Address	279 Alexandria Pike
City	Warrenton
State	VA
Zip Code	20186
Email Address	[REDACTED]
Phone Number	[REDACTED]
Committee, Board, or Commission Type	Town Council
Agenda Item	Consent Agenda
Comment	Why are the August 2024 Town Council minutes listed under the Consent Agenda for approval?

Email not displaying correctly? [View it in your browser.](#)

From: "noreply@civicplus.com" on behalf of "noreply@civicplus.com"
<noreply@civicplus.com>
Sent: 13 May 2025 09:05:08 -0500
To: "" <citizencomment@warrentonva.gov>
Subject: Online Form Submittal: Public Comment

Public Comment

Name	Andrea Dunn
Address	5092 RIDGE VIEW CT
City	Jeffersonton
State	VA
Zip Code	22724
Email Address	[REDACTED]
Phone Number	[REDACTED]
Committee, Board, or Commission Type	Town Council
Agenda Item	WARF
Comment	I know I'm not a town member, but the WARF has been such a positive influence on our lives even in Culpeper. It has been a part of many stages of our lives here. From the daycare center when I was a new mom, to swim lessons for our child and even now my son takes classes with me when school is out. The WARF has allowed my son and his friends have have a safe and inviting environment to grow up in. Please don't lose this treasure!

Email not displaying correctly? [View it in your browser.](#)



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

May 13th, 2025, Regular Town Council Meeting Minutes

Attachment 2: Signed Documents- Resolutions, Ordinances, Closed Session Motions

April 13th, 2025
Town Council
Public Hearing
Ordinance 2025-03

**AN ORDINANCE VACATING PORTIONS OF SUBDIVISION AND CERTAIN EASEMENTS
ENCUMBERING TAX MAP PARCEL 6984-18-3854-000
FURTHER FACILITATING COMPLETION OF
THE WATERLOO JUNCTION COMMUNITY DEVELOPMENT PROJECT.**

WHEREAS, Broadview Holdings, LLC. (“Owner”) is the owner of certain real property located in the Town of Warrenton, Virginia, identified as Tax Map Parcel 6984-18-3854-000 containing 2.9733 acres and located at the address 394 Broadview Ave, Warrenton, VA 20186 (the “Property”).

WHEREAS, on November 9, 2022, the Town approved the development of the Property for the construction of 47 townhomes, retail space, and a private park, among other usable structures; and,

WHEREAS, portions of the Property were previously known as Lots 41, 42, and 43, Block B, Broadview Acres as shown on that certain plat recorded in Deed Book 197 at Page 41 on September 7, 1956 (said plat also included as pages 156-158 within the body of a deed recorded in Deed Book 200 at Pages 153-159) (the “Original Lots”); and portions of Lots 21, 22, and 23, Block A, Broadview Acres as shown on that certain plat recorded in Deed Book 185 at Page 43 on September 20, 1955; said Lots 21, and 22, Block A, Broadview Acres were subsequently identified as Lots 21A and 22A, Block A, Broadview Acres as shown on that certain plat of resubdivision recorded in Deed Book 626 at Pages 248-251 on September 28, 1989; and all of the aforesaid lots and a portion of former road right-of-way were redefined as Lot-21A-R, Lot-22A-R, Lot-23R, Lot 41R, Lot-42R, and Lot-43R as shown on that certain boundary line adjustment plat recorded in Deed Book 863 at Pages 978-989 (collectively, “Instruments”) among the Fauquier County, Virginia land records (the “Land Records”).

WHEREAS, these Instruments each identify “utility easements” and/or “drainage easements” on the Lots and noted as follows:

- Deed Book 197 at Page 41, “utility easements” and “drainage easements” identified on Lots 41, 42, and 43, Block B, Broadview Acres;
- Deed Book 200 at Pages 156-158, “utility easements” and “drainage easements” identified on Lots 41, 42, and 43, Block B, Broadview Acres;
- Deed Book 196 at Pages 261-264, the width of certain of the aforesaid “utility easements” on Lots 21, 22, and 23, Block A, and Lots 41, 42, and 43, Block B, Broadview

Acres were reduced and an additional "utility easement" (5.12 feet wide) was created on Lots 41, 42, and 43, Block B, Broadview Acres; and

- Deed Book 626 at Pages 248-251, "utility easements" shown on Lot 42 and Lot 41, Block B, Broadview Acres (collectively, all of the aforesaid easements are defined as the "Easements" with such Easements subsequently shown on a boundary line adjustment plat recorded in Deed Book 863 at Pages 978-989).

WHEREAS, these Easements are originally reserved by the previous deed owner, Broad View Acres, for use in the development and improvement of the Original Lots and the Easements are specified for "utility usage"; however, no utility is specified in any of the Instruments; and further, the easements state no specific grantee or benefitted party, and there are no improvements constructed in the easement areas; and

WHEREAS, Broad View Acres has been fully developed for decades, and the subdivision, by separate grants of specific utility easements are fully served for water, sanitary sewer, and similar public utilities, thus there is no need for any other utility connectivity to be established for the use and benefit of the Original Lots, as subsequently redefined, and that reserved easements are not necessary for Owner's development of its real property since the Town of Warrenton has approved the site plan and accounted for specific utility easements to serve Broadview Holdings' development, either by grant or the use of existing specific utility easements; and

WHEREAS, the Easements, therefore, have been unused, forgotten, or otherwise abandoned for the purpose to which they were established; they now impede Broadview Holdings' current development of the Property in a project commonly known as the Waterloo Junction Development Project; and

WHEREAS, the Town of Warrenton has the authority via statutory method to cause the vacation of the portion of the plats containing the "Original Lots" and the Easements shown thereon, and the authority to decide which easements are non-specific as to purpose, and recognize that Owner has no use for the aforementioned Easements since all public utility easements in Broadview Holdings' development are accounted for in its own utility easements by specific grant; and,

WHEREAS it is the desire of the Owner and the Town to vacate the aforesaid portions of the plats showing the Original Lots and Easements thereon as permitted by Code of Virginia Section 15.2-2272 (2); and

WHEREAS the Town Council desires to adopt this ordinance to vacate the aforementioned utility easement as set forth on the aforesaid plats of survey;

NOW THEREFORE, BE IT ORDAINED by the Town Council of the Town of Warrenton, Virginia, as follows:

1. That the Council vacates the portions of the subdivision plats showing the Original Lots and Easements; and
2. That the Town's staff and Town attorney are hereby directed to execute a deed of vacation of such Original Lots and Easements to be recorded and registered with the

Land Records of Fauquier County, and take any other actions necessary to give effect to this Ordinance.

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:

Town Attorney

ATTEST: _____



Town Recorder

DRRAFT

ORDINANCE 2025-04
AN ORDINANCE TO AMEND CHAPTER 15, ARTICLE IV - REAL ESTATE TAX RELIEF FOR THE ELDERLY
OF THE TOWN OF WARRENTON CODE OF ORDINANCES

WHEREAS, Chapter 15, Article IV, of the Code of the Town of Warrenton (hereinafter the "Town") provides a provision for real estate tax relief for the elderly and disabled; and

WHEREAS, the Fauquier County Commissioner of the Revenue serves as the assessor for real and personal property located in the Town and administers the application and approval process to provide Tax Relief for the Elderly and Disabled. This program provides an exemption on real estate and personal property for persons aged 65 and over or persons who are permanently and totally disabled and who meet certain income and net financial worth requirements; and

WHEREAS, Town Code Chapter 15, Article IV requires several updates to align with the requirements of the County's tax relief program, including acreage, income limits, and to provide a provision for personal property tax exemptions; and

NOW THEREFORE BE IT ORDAINED, by the Town Council of the Town of Warrenton, Virginia, this 13th Day of May 2025, that Chapter 15, Article IV of the Code of the Town of Warrenton be, and hereby, is amended as provided in the attachment.

ATTACHMENT: Article IV. Real Estate and Personal Property Tax Relief for Elderly and Disabled Persons.

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:

ATTEST: _____



Town Recorder

**ARTICLE IV. REAL ESTATE AND PERSONAL PROPERTY TAX RELIEF FOR ~~THE~~
ELDERLY AND DISABLED PERSONS¹**

Sec. 15-66. Definitions.

For the purposes of this article, the following words and phrases shall have the meanings respectively ascribed to them by this section:

Net combined financial worth. All assets of the owners of the dwelling and the spouse of any owner who resides therein, including equitable interests but excluding the value of the dwelling and the land in an amount not to exceed one (1) acre upon which it is situated.

Permanently and totally disabled. Any person unable to engage in any substantial gainful activity by reason of any medically determinable physical or mental impairment or deformity which can be expected to result in death or can be expected to last for the duration of such person's life.

Total combined income. Gross income from all sources, of the owners of the dwelling residing therein and of any relatives of the owner who reside in the dwelling.

(Code 1981, § 16-13)

State law reference(s)—"Permanently and totally disabled" defined, Code of Virginia, § 58.1-3217.

Sec. 15-67. Eligibility for exemption.

Any person sixty-five (65) years of age or older on December 31 of the year immediately preceding the taxable year who owns or partially owns a dwelling as the sole dwelling of that person, or who is sixty-five (65) years of age and resides in a hospital, nursing home, convalescent home or other facility for physical or mental care for extended periods of time, provided such residence is not used or leased to others for consideration or who is determined to be permanently and totally disabled as defined herein, shall be eligible for and may apply for an exemption of real estate taxes on such dwelling and land, in an amount not to exceed one (1) five (5) acres on which it is situated; provided that:

- (1) The total combined income during the immediately preceding calendar year from all sources of the owners of the dwelling living therein and of the owners' relatives living in the dwelling does not exceed fifty eight thousand dollars (\$58,000.00) seventy-two thousand dollars (\$72,000.00), the first ten thousand dollars (\$10,000.00) of the income of each relative, other than spouse, of the owner or owners, who is living in the dwelling shall not be included in such total.
- (2) Notwithstanding subsection (1) of this section, if a person has already qualified for an exemption or deferral under this article, and if the person can prove by clear and convincing evidence that after so qualifying the person's physical or mental health has been deteriorated to the point that the only alternative to permanently residing in a hospital, nursing home, convalescent home or other facility for physical or mental care is to have a relative move in and provide care for the person, and if relative

¹State law reference(s)—Real estate tax exemptions for elderly and handicapped, Code of Virginia, § 58.1-3210 et seq.

does move in for that purpose, then none of the relative's income shall be counted towards the income limit.

- (3) The net combined financial worth, as hereinabove defined, as of December 31 of the immediately preceding year, cannot exceed four hundred forty thousand dollars (\$440,000.00).

(Code 1981, § 16-14; Ord. No. 1989-2, 5-2-89; Ord. No. 1992-17, 8-11-92; Ord. No. 1997-07, 6-10-97; Ord. No. 2017-01, 2-14-17)

State law reference(s)—Restrictions and exemptions, Code of Virginia, §§ 58.1-3211, 58.1-3213; absence from residence, Code of Virginia, § 58.1-3214.

Sec. 15-68. Application for real estate exemption.

- (a) The person claiming an exemption provided for herein, shall file in writing an application with the commissioner of the revenue annually, on a form prescribed by the commissioner. The application shall be accompanied by an affidavit, setting forth the names of all persons occupying such dwellings and stating that the total combined income, and the net combined financial worth, do not exceed the limitations set forth in section 8-3. Such application shall be accepted on a rolling basis throughout the year.
- (b) In lieu of the filing of an annual application once a taxpayer is determined to be eligible, an application may be filed on a three-year cycle with an annual certification by the taxpayer that no information contained on the last preceding application filed has changed to violate the limitations and conditions provided in section 8-3. Such annual certification, on a form prescribed by the commissioner, shall be accepted on a rolling basis throughout the year.
- (c) The commissioner of the revenue may require an applicant to answer questions under oath, as to his requirements under this article or to produce for inspection certified federal income tax returns for the preceding three (3) years to establish the total combined income or net combined financial worth as hereinbefore defined. If such person is under sixty-five (65) years of age, such form shall have attached thereto a certification by the Social Security Administration, the veteran's administration, or the railroad retirement board, or if such person is not eligible for certification by any of these agencies, a sworn affidavit by two (2) medical doctors licensed to practice medicine in the commonwealth, or who are military officers on active duty who practice medicine with the United States Armed Forces, to the effect that the person is permanently and totally disabled as defined in section 8-2. The affidavit of at least one (1) of the doctors shall be based on a physical examination of the person by such doctor. The commissioner of the revenue shall further determine that a permanently disabled person meets the test prescribed in Code of Virginia, 1950, §§ 58.1-3217 and 58.1-3213(c), as amended.

First time applicants for the exemption provided for herein shall make application with the county commissioner of the revenue, on a form prescribed by the commissioner, between January 1 and June 30 of that year for which exemption is sought. In lieu of the filing of an annual application, once a taxpayer is determined to be eligible, an application may be filed on a three-year cycle with an annual certification by the taxpayer that no information contained on the last preceding application filed has changed to violate the limitations and conditions provided in this section. Such annual certification, on a form prescribed by the commissioner, shall be filed no later than March 5 of the taxable year.

The application shall be accompanied by an affidavit, setting forth the names of all persons occupying such dwelling and stating that the total combined income, and the net combined financial worth, do not exceed the limitations set forth in section 15-67. The commissioner of the revenue may require an applicant to answer questions under oath as to his requirements under this article or to produce for inspection certified federal income tax returns for the preceding three (3) years to establish the total combined income or net combined financial worth as hereinbefore defined. If such person is under sixty-five (65) years of age, such form shall have attached

thereto a certification by the social security administration, the department of veteran's affairs, or the railroad retirement board, or, if such person is not eligible for certification by any of these agencies, a sworn affidavit by two (2) medical doctors licensed to practice medicine in the commonwealth, or who are military officers on active duty who practice medicine with the United States Armed Forces to the effect that the person is permanently and totally disabled as defined in section 15-66. The affidavit of at least one (1) of the doctors shall be based on a physical examination of the person by such doctor. The affidavit of one (1) of the doctors may be based upon medical information contained in the records of the civil service commission which is relevant to the standards for determining permanent and total disability as defined in section 15-66. The commissioner of the revenue shall determine that a person meets the test as to being permanently and totally disabled as prescribed in Section 58.1-3217 of the Code of Virginia of 1950, as amended.

(Code 1981, § 16-15; Ord. No. 1992-18, 8-11-92; Ord. No. 1998-11, 8-11-98)

State law reference(s)—Application for exemption, Code of Virginia, § 58.1-3213.

Sec. 15-69. Application for personal property exemption.

- (a) The person applying under this article shall file annually with the commissioner of the revenue of the county, city or town assessing officer, or such other officer as may be designated by the governing body, on forms to be supplied by the county, city or town concerned, an affidavit setting forth that the total combined net worth, including equitable interests and the combined income from all sources, of the persons specified in Code of Virginia, § 58.1-3506.2 does not exceed the limits prescribed in such ordinance.
- (b) In lieu of the annual affidavit filing requirement, a county, city or town may prescribe by ordinance for the filing of the affidavit on a three-year cycle with an annual certification by the taxpayer that no information contained on the last preceding affidavit filed has changed to violate the limitations and conditions provided herein.
- (c) Notwithstanding the provisions of subsections (a), (b), and (e) of this section, any county, city or town may, by local ordinance, prescribe: (i) the content of the affidavit described in subsection (a), subject to the requirements established in Code of Virginia, § 58.1-3506.2; and (ii) the frequency with which an affidavit, or certification as described in subsection (b) of this section must be filed, and may include a procedure for late filing of affidavits.
- (d) If such person is under sixty-five (65) years of age, the form shall have attached thereto a certification by the Social Security Administration, the department of veterans affairs or the railroad retirement board or, if such person is not eligible for certification by any of these agencies, a sworn affidavit by two medical doctors who are either licensed to practice medicine in the commonwealth or are military officers on active duty who practice medicine with the United States Armed Forces, to the effect that the person is permanently and totally disabled, as defined in Code of Virginia, § 58.1-3506.3. The affidavit of at least one (1) of the doctors shall be based upon a physical examination of the person by the doctor. The affidavit of one (1) of the doctors may be based upon medical information contained in the records of the civil service commission which is relevant to the standards for determining permanent and total disability as defined in Code of Virginia, § 8.1-3506.3.
- (e) Such affidavit or certification shall be filed after January 1 of each year, but before April 1, or such later date as may be fixed by ordinance. Such ordinance may include a procedure for late filing by first-time applicants or for hardship cases.
- (f) The commissioner of the revenue or town assessing officer, or another officer designated by the governing body of the county, city or town, shall also make any other reasonably necessary inquiry of persons applying under this article, requiring answers under oath, to determine qualifications as specified herein, including qualification as permanently and totally disabled as defined in Code of Virginia, § 58.1-3506.3, or as specified

by county, city or town ordinance. The local governing body may, in addition, require the production of certified tax returns to establish the income or financial worth of any applicant for tax relief.

Sec. 15-69. Change in status.

Any change in respect to total combined income, net combined financial worth, ownership of the dwelling exempted, or other factors, which occur during the taxable year for which the affidavit is filed, and which has the effect of exceeding or violating the limitations and conditions of this article, receive the exemption or deferral for the portion of the year during which he or she qualifies and lose the exemption or deferral only for the remainder of the year, and the taxable year immediately following. However, change in ownership to a spouse due to the death of the qualified individual will result in a prorated exemption for the then-eligible year. Such prorated portion shall be determined by multiplying the amount of the exemption or deferral by a fraction, wherein the number of complete months of the year such property was properly eligible for such exemption or deferral is the numerator and the number of twelve (12) is the denominator.

Sec. 15-70. Changes in ownership, income or financial worth.

- (a) Any change in respect to total combined income, net combined financial worth, ownership of the dwelling exempted, or other factors, which occur during the taxable year for which the affidavit is filed, and which has the effect of exceeding or violating the limitations and conditions of this article, receive the exemption or deferral for the portion of the year during which he or she qualifies and lose the exemption or deferral only for the remainder of the year, and the taxable year immediately following. However, change in ownership to a spouse due to the death of the qualified individual will result in a prorated exemption for the then-eligible year. Such prorated portion shall be determined by multiplying the amount of the exemption or deferral by a fraction wherein the number of complete months of the year such property was properly eligible for such exemption or deferral is the numerator and the number of twelve (12) is the denominator.
- (b) An individual who does not qualify for the exemption under this article based upon the previous year's income limitations and financial worth limitations, may nonetheless qualify for the current year by filing an affidavit that clearly shows a substantial change of circumstances, that was not volitional on the part of the individual to become eligible for the exemption, and will result in income and financial worth levels that are within the limitations of the ordinance.
- (c) A death of a spouse, resulting in loss of income during the current tax may qualify the surviving spouse, provided that no other source of income with the exception of insurance proceeds is available to the surviving spouse. Upon filing an affidavit as prescribed by the commissioner of the revenue, that includes a copy of the death certificate and a federal tax return from the immediately preceding calendar year, the current year tax shall be prorated from the date the substantial change in income occurred.
- (d) Any exemption under this section is conditioned upon the individual filing another affidavit in the year following the year in which the exemption was granted, showing that the actual income and financial net worth levels were within the limitations set by the ordinance. If the actual income and financial net worth levels exceeded the limitations, any exemption granted shall be nullified for that taxable year and the taxable year immediately following.

(Code 1981, § 16-16; Ord. No. 1992-19, 8-11-92)

State law reference(s)—Similar provisions, Code of Virginia, § 58.1-3215.

Sec. 15-701. Amount of exemption; proration.

- (a) Real estate described in section 15-67 shall be exempt from real estate taxes under the provision of this article for any year in which proper application is made; provided, that if the ownership of the property for

which application for exemption is made is not held solely by the applicant, or jointly with the applicant's spouse, then the amount of the tax exemption hereunder shall be in proportion to the applicant's ownership interest in the subject real property, as that ownership interest may appear.

- (b) A change in ownership to a spouse, when such change results solely from the death of the qualifying individual, or a sale of such property, shall result in a prorated exemption for the then current taxable year. The proceeds of the sale which would result in the prorated exemption or deferral shall not be included in the computation of net worth or income as provided in section 15-67. Such prorated portion shall be determined by multiplying the amount of the exemption or deferral by a fraction wherein the number of complete months of the year such property was properly eligible for such exemption or deferral is the numerator and the number of twelve (12) is the denominator.

(Code 1981, § 16-17; Ord. No. 1992-20, 8-11-92)

Sec. 15-7~~12~~. Notification to finance director of eligible persons.

The county commissioner of the revenue shall annually certify to the town finance director those persons who qualify under this article for an exemption and the amount thereof. The finance director shall deduct the amount of exemption from the applicant's real estate tax bill for that year.

(Code 1981, § 16-18)

Secs. 15-7~~23~~—15-85. Reserved.

**ORDINANCE 2025-03 AN ORDINANCE TO ESTABLISH TAX RATES FOR THE TAX YEAR BEGINNING
JANUARY 1, 2025**

BE IT ORDAINED by the Council of the Town of Warrenton, Virginia, that the following tax rates are hereby levied for the tax year beginning January 1, 2025:

Real Property	\$0.055 per \$100 assessed value
Mobile Homes	\$0.00 per \$100 assessed value
Tangible Personal Property-General	\$1.00 per \$100 assessed value
Tangible Personal Property-Handicapped	\$0.00 per \$100 assessed value
Motor Homes, Campers and Boats	\$0.00 per \$100 assessed value
Machinery and Tools	\$1.00 per \$100 assessed value
Business Personal Property & Computers	\$1.00 per \$100 assessed value
Bank Stock	\$0.80 per \$100 of net capital

Tangible Personal Property as defined in Section 58.1-3504 of the Code of Virginia of 1950, as amended, shall be exempt from taxation under this ordinance.

Votes:

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

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

Absent from Meeting:

For Information:
Budget Manager

ATTEST: _____



Town Recorder

May 13, 2025
Town Council
Regular Meeting
RES-25-05-01

**RESOLUTION TO WAIVE PARKLET FEE OWED BY “DENIM AND PEARLS”
DURING THE MONTHS OF APRIL 2024 TO JUNE 2024**

WHEREAS, the Town of Warrenton, VA, (the “Town”) is a municipal corporation located within the County of Fauquier, VA;

WHEREAS, the Town implemented a ‘parklet’ program as part of its RolloutWarrenton! Program to encourage foot traffic in the Town’s downtown business sector in response to COVID-19’s impact on local business.

WHEREAS, local businesses could acquire a parklet for a fee with the Town, with the last year for the RolloutWarrenton! Parklet scheme being 2024;

WHEREAS, the local business, Denim and Pearls Restaurant (“Denim and Pearls”), acquired a parklet for the year of 2024;

WHEREAS, Denim and Pearls entered into an agreement with the Town while the town was conducting repairs to its town hall facility sealing its basement, whereby the Denim and Pearls would also seal its basement using the Town’s already contracted contractor to perform work on their property.

WHEREAS, during the time of the joint work the contractor conducted for the Town, Denim and Pearls could not use its parklet.

WHEREAS, due to this inability to use its Parklet, the Town granted further permission to use its parklet past the time of its permit’s expiration, until the month of November, 2024; and

WHEREAS, while the Town abated Denim and Pearls’ parklet fees for the months of July to October 2024, Denim and Pearls asks that the fees owed for April to June 2024 also be abated due to financial hardship;

NOW, THEREFORE, BE IT RESOLVED, that the Town of Warrenton, VA this 13th day of May, 2025 hereby abates and forgives the fees Denim and Pearls owes the Town for use of a parklet for the months of April 2024 to June 2024.

Votes:

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

Nays: Ms. Michele O’Halloran

Absent from Meeting:

For Information:

Town Attorney

ATTEST: _____



Town Recorder

Draft

RESOLUTION

A Resolution Regarding Local and Regional Water Supply Planning and Application for a FY2025 Water Supply Planning Grant

Whereas, the Virginia General Assembly has mandated the development of regional water supply plans throughout the Commonwealth and the State Water Control Board has developed regulations to implement this planning process; and

Whereas, based upon these regulations the Town of Warrenton is required to contribute towards a regional water supply plan that fulfills the regulations by deadlines established in 9VAC25-780-50.A, specifically:

“Each locality in a regional planning area shall assist its regional planning unit in developing and submitting a single jointly produced regional water supply plan to the Department within **five years from October 9th, 2024**”

Whereas, regional planning areas are designated by 9VAC25-780-45.B, and a local government may request that the Department change its designated regional planning area to an adjoining planning area in accordance with 9VAC25-780-45.C.

Whereas, the following elements must be included in regional water supply plans in accordance with 9VAC25-780:

- A description of existing water sources in accordance with the requirements of 9VAC25-780-70;
- A description of existing water use in accordance with the requirements of 9VAC25-780-80;
- A description of existing water resource conditions in accordance with the requirements of 9VAC25-780-90;
- An assessment of projected water demand in accordance with the requirements of 9VAC25-780-100;
- A statement of need for the regional planning unit in accordance with the requirements of 9VAC25-780-100;
- An alternatives analysis to address projected deficits in water supplies in accordance with the requirements of 9VAC25-780-100;
- A description of water management actions in accordance with the requirements of 9VAC25-780-110 and 9VAC25-780-120;
- A description of drought response and contingency plans for each local government in the RPU, in accordance with the requirements of 9VAC25-780-120;
- An identification of water supply risks and regional strategies to address identified risks in accordance with the requirements of 9VAC25-780-125; and
- A map identifying important elements discussed in the water supply plan that may include existing environmental resources, existing water sources, significant existing water uses, and proposed new sources, and

Whereas, the Virginia Department of Environmental Quality has announced the availability of grant funds to assist Regional Planning Units and offset some of the costs related to the development of these Plans and are encouraging RPUs to submit applications for grant funds; and

Whereas, for purposes of this DEQ water supply grant fund program, the Town of Warrenton will participate within the Northern Piedmont 1 Regional Planning Unit, and

Whereas, the Regional Planning Unit, through the Rappahannock-Rapidan Regional Commission wishes to apply for and secure DEQ grant funds to help offset the cost of regional water supply plan development.

NOW, THEREFORE BE IT RESOLVED that the Town of Warrenton agrees to participate with all local governments and water authorities within the Northern Piedmont 1 Regional Planning Unit in the development of a regional water supply plan that will comply with mandated regulations; and

BE IT FURTHER RESOLVED that the Rappahannock-Rapidan Regional Commission is authorized to develop an application for water supply planning grant funds to offset to the extent feasible the cost of developing said regional water supply plan; and

BE IT FURTHER RESOLVED that the Rappahannock-Rapidan Regional Commission agrees to manage all grant funds received and allocate these shared funds towards the tasks and deliverables proposed in the grant application for the benefit of the entire Regional Planning Unit, and

BE IT FINALLY RESOLVED that the Rappahannock-Rapidan Regional Commission is authorized to sign the DEQ contract and other appropriate documents related to the water supply planning grant and the regional water supply plan.

Upon the Motion of Mr. David McGuire and second by Mr. Roy Francis, this RESOLUTION is hereby approved on this the 13th day of May, 2025.

ATTACHMENT:

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

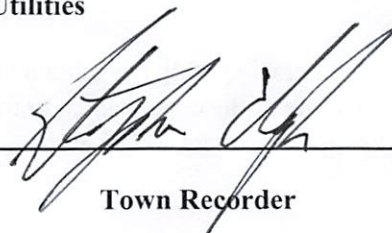
Nays:

Absent from Vote:

Absent from Meeting:

For Information: Director of Utilities

ATTEST: _____



Town Recorder

Draft

A RESOLUTION ESTABLISHING A FINANCE COMMITTEE FOR THE TOWN OF WARRENTON

WHEREAS, the Town of Warrenton, Virginia, is committed to responsible fiscal management, transparency, and long-term financial sustainability; and

WHEREAS, the Town Council recognizes the need for focused oversight and guidance on financial planning, budgeting, and investment strategies; and

WHEREAS, it is in the best interest of the Town to establish a temporary advisory body to support Council in reviewing, analyzing, and making recommendations on matters relating to town finances;

NOW, THEREFORE, BE IT RESOLVED that the Warrenton Town Council by the Town Council of the Town of Warrenton, Virginia, that:

1. **Establishment of Committee:** A Special Finance Committee is hereby established for the purpose of advising the Town Council on financial matters, including but not limited to budgeting, forecasting, investment policies, and capital planning.
2. **Composition:** The Committee shall consist of Mr. William Semple and Mr. Paul Mooney
3. **Meetings and Reporting:** The Committee shall meet as needed and shall report its findings and recommendations to the Town Council on a regular basis, with a final report due prior to the adoption of the next annual budget.
4. **Support:** Town staff shall provide reasonable administrative and logistical support to the Committee to enable it to carry out its responsibilities effectively.

BE IT FURTHER RESOLVED that the Town Council expresses its appreciation to those who volunteer their time and expertise to serve the Town of Warrenton through this Special Finance Committee.

ATTACHMENT:

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

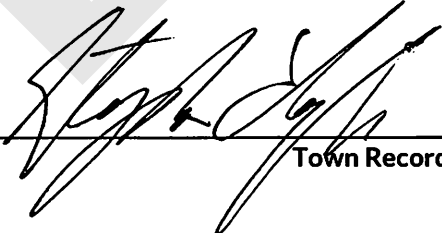
Nays:

Absent from Vote:

Absent from Meeting:

For Information:

ATTEST: _____



Town Recorder

A RESOLUTION TO APPOINT A SPECIAL PUBLIC SAFETY COMMITTEE FOR THE TOWN OF WARRENTON

WHEREAS, the Town of Warrenton is committed to ensuring the health, safety, and well-being of its residents, businesses, and visitors; and

WHEREAS, the Town Council acknowledges the importance of evaluating and enhancing public safety policies, resources, and community engagement; and

WHEREAS, the Council finds it prudent to establish a temporary advisory body to assist in the review of public safety operations and to recommend strategies to address evolving community needs;

NOW, THEREFORE, BE IT RESOLVED that the Warrenton Town Council by the Town Council of the Town of Warrenton, Virginia, that:

1. **Establishment of Committee:** A Special Public Safety Committee is hereby established for the purpose of advising the Town Council on issues related to public safety, including but not limited to law enforcement, fire and emergency response, traffic safety, and emergency preparedness.
2. **Composition:** The Committee shall consist of Ms. Michele O'Halloran and Mr. David McGuire
3. **Meetings and Reporting:** The Committee shall meet as needed and shall report its findings and recommendations to the Town Council on a regular basis, with a final report due prior to the adoption of the next annual budget.
4. **Support:** Town staff shall provide reasonable administrative and logistical support to the Committee to enable it to carry out its responsibilities effectively.

BE IT FURTHER RESOLVED that the Town Council expresses its thanks the individuals who serve on the Special Public Safety Committee for their commitment to enhancing public safety in the Town of Warrenton.

ATTACHMENT:

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:

ATTEST: _____



Town Recorder

A PROCLAMATION RECGONIZING MAY 4TH - 10TH AS THE 56th ANNUAL PROFESSIONAL MUNICIPAL CLERKS WEEK AND RECGONIZING THE EFFORTS OF THE MUNICIPIAL CLERKS IN OUR REGION

WHEREAS, The Office of the Professional Municipal Clerk, a time honored and vital part of local government exists throughout the world, and

WHEREAS, The Office of the Professional Municipal Clerk is the oldest among public servants, and

WHEREAS, The Office of the Professional Municipal Clerk provides the professional link between the citizens, the local governing bodies and agencies of government at other levels, and

WHEREAS, Professional Municipal Clerks have pledged to be ever mindful of their neutrality and impartiality, rendering equal service to all.

WHEREAS, The Professional Municipal Clerk serves as the information center on functions of local government and community.

WHEREAS, Professional Municipal Clerks continually strive to improve the administration of the affairs of the Office of the Professional Municipal Clerk through participation in education programs, seminars, workshops and the annual meetings of their state, provincial, county and international professional organizations.

WHEREAS, It is most appropriate that we recognize the accomplishments of the Office of the Professional Municipal Clerk.

NOW, THEREFORE BE IT PROCLAIMED, Mayor of The Town of Warrenton, Virginia, recognize the week of May 4th through 12th, 2025, as Professional Municipal Clerks Week, and further extend appreciation to our Professional Municipal Clerk, Mr. Stephen Clough, and to all Professional Municipal Clerks for the vital services they perform and their exemplary dedication to the communities they represent.





H. E. Carter Nevill
Mayor Town of Warrenton