



TOWN COUNCIL REGULAR MEETING

21 Main Street

Tuesday, August 12, 2025 at 9:00 AM

MINUTES

AN OPEN MEETING OF THE TOWN COUNCIL OF THE TOWN OF WARRENTON, VIRGINIA, WAS HELD ON AUGUST 12TH, 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.

ABSENT

I. WORKSESSION - 9:00 AM

Mayor Nevill called the work session of the Warrenton Town Council to order at 9:00 a.m. All members were present, a quorum was established, and the Council proceeded with the business of the meeting.

Councilman Gagnon moved to amend the agenda by considering the Electronic Meeting Policy Update first, followed by the Closed Session, with the remaining items continuing in their previously scheduled order. The motion was seconded.

The motion was approved by the following roll-call vote:

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 Agenda was modified.

A. Electronic Meeting Policy Update

Mr. Stephen Clough, Town Clerk, presented the updated Electronic Meeting Policy. He explained that the policy governed both all-virtual public meetings and the remote participation of individual members of the Town Council and its subordinate boards and commissions.

Mr. Clough stated that the Town had maintained an electronic meeting policy for several years. Following amendments adopted by the Virginia General Assembly, the policy was now required to be adopted annually. Although the updated policy should have been considered in July, it was being presented at this meeting for adoption.

Councilman McGuire asked about language allowing remote participation when a member's principal residence was more than 60 miles from the meeting location.

Mr. Clough explained that the language came from the Code of Virginia and applied uniformly to localities of varying geographic sizes. He noted that a Town Council member claiming a principal residence outside the Town would present a separate legal issue for review by the Town Attorney.

Councilman Gagnon moved to adopt the Electronic Meeting Policy Update as presented. Vice Mayor Semple seconded the motion.

The motion was approved by the following roll-call vote:

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 Electronic Meeting Policy was adopted.

B. Closed Session

Vice Mayor Semple moved that the Town Council convene in closed session pursuant to Virginia Code § 2.2-3711(A)(7) for consultation with legal counsel and briefings by staff or consultants concerning the following pending litigation, where discussion in an open meeting would adversely affect the Town's negotiating or litigating posture:

Citizens for Fauquier County v. Town of Warrenton, concerning exemptions under the Virginia Freedom of Information Act; and

Charles and Mary Gay Cross, et al. v. Town Council of the Town of Warrenton and Town of Warrenton.

The motion also included consultation with legal counsel pursuant to Virginia Code § 2.2-3711(A)(8) concerning specific legal matters requiring legal advice relating to the respective roles of the Town Council and Mayor.

Councilman Kovalik seconded the motion.

The motion was approved by the following roll-call vote:

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, and the Council convened in closed session.

Upon returning to open session, Vice Mayor Semple moved to certify that, to the best of each member's knowledge, only public business matters lawfully exempted from the open-meeting requirements of the Virginia Freedom of Information Act and specifically identified in the motion to convene were heard, discussed, or considered during the closed session. Councilman Kovalik seconded the motion.

The certification was approved by the following roll-call vote:

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, and the closed session was certified.

Upon completion of the Closed Session Certification, Mr. Roy Francis was excused from the dais to attend the rest of the meeting electronically due to a medical issue.

C. Economic Development Doug Parsons: Mayor Nevill Request

Mr. Doug Parsons, Fauquier County Director of Economic Development, presented an overview of economic-development opportunities and discussed ways the Town and County could work together to create employment, expand the tax base, and improve economic opportunities while preserving Warrenton's small-town character.

Mr. Parsons defined economic development as coordinated programs and policies supporting job creation, a stable tax base, workforce development, industry partnerships, site development, entrepreneurship, business attraction, and the retention and expansion of existing businesses. He emphasized that strategic economic development was different from unplanned growth or urban sprawl. A targeted plan could allow the Town to increase revenue without necessarily raising taxes or reducing public services and community amenities.

Mr. Parsons discussed the need for affordable workforce housing. He noted that younger workers frequently struggled to afford housing in Warrenton and Fauquier County and suggested exploring the conversion of underused second-floor commercial and office space into apartments. The County Economic Development Department was willing to work with the Town and property owners to identify incentives or regulatory changes that could make those conversions financially viable.

Mr. Parsons identified streamlined permitting, clear expectations, accessible government contacts, regional partnerships, available infrastructure, shovel-ready sites, workforce development, and financial incentives as important components of a successful economic-development strategy. He stated that communities competed for desirable businesses and that

Warrenton should identify the industries and businesses it wished to attract before the County committed resources to recruitment.

Mr. Parsons summarized the County Economic Development Department's five principal areas of work: retention and expansion of existing businesses, targeted business recruitment, tourism, small-business and entrepreneurial development, and workforce development.

He emphasized that retaining an existing business was generally easier than recruiting a new one and that early communication could allow the County and Town to help businesses address problems before closure or relocation became unavoidable.

Mr. Parsons identified information technology and cybersecurity, advanced manufacturing, food and beverage production, and government and defense contracting as the County's current targeted industries. He stated that the department could adjust its recruitment activities based on the Town's priorities, available properties, zoning, infrastructure capacity, and community expectations.

Mr. Parsons described the County's partnership with Laurel Ridge Community College and its workforce-training programs. He stated that the college provided pathways into skilled trades, technical occupations, information technology, and other careers that did not necessarily require a four-year degree. These programs could help local graduates obtain higher-paying employment while supplying workers needed by existing and prospective businesses.

Mr. Parsons reviewed the department's prior work within Warrenton. He cited Silver Branch Brewing's occupancy of the former Warthog Brewing facility as an example of successful cooperation among the business, Town staff, County staff, and the Virginia Economic Development Partnership. Incentives included a County tourism incentive, a Virginia Jobs Investment Program grant, and assistance with highway signage.

Mr. Parsons stated that the department had worked with approximately 43 Warrenton businesses during the preceding several years. Other efforts included the Mason Enterprise Center business incubator, microloans provided to Silver Branch Brewing and Wild Hare Cider, technology and tourism grants, façade-improvement grants, and job fairs conducted in partnership with Laurel Ridge Community College.

Mr. Parsons discussed tourism as an area in which the Town and County shared significant interests. County tourism staff marketed Warrenton and Fauquier County through social media, professional travel-marketing services, photography and video, travel writers, bloggers, television, radio, and targeted digital advertising. He stated that most visitors came from the Washington metropolitan area and that marketing was currently directed largely toward day visitors because of the limited number of overnight accommodations.

Mr. Parsons reported that the Warren Green building was being marketed for redevelopment as a boutique hotel. A request for proposals had been issued, one interested group had toured the property and community, and additional groups had expressed interest. He estimated that the building could accommodate approximately 29 to 35 rooms. He stated that a hotel would support tourism, increase overnight stays, and generate additional meals, sales, and lodging-tax revenue.

Mr. Parsons reviewed economic and demographic information concerning the Town and County. He discussed employment sectors, wages, commuting patterns, housing costs, and the ALICE population consisting of households earning above the federal poverty level but below the amount necessary to afford basic living expenses. He reported that approximately 52 percent of Warrenton households were below the ALICE threshold.

Mr. Parsons also noted that approximately 20,805 people commuted out of Fauquier County for employment each day, while approximately 8,415 commuted into the County. He stated that outbound commuters often spent disposable income near their workplaces rather than within Fauquier County, resulting in lost opportunities for local businesses and local tax revenue.

Before Council discussion began, Councilman Francis joined the meeting remotely from his residence at 147 Northview Circle because of a medical need requiring him to rest and ice his knee. Mayor Nevill confirmed that the stated medical reason qualified Councilman Francis for remote participation.

Councilman McGuire expressed concern regarding recent restaurant and business closures. He stated that increasing vacancies could discourage future investment and create additional adverse economic effects. He supported the proposed redevelopment of Warren Green but identified parking as a significant concern. He suggested considering a structured parking facility that could serve hotel guests, downtown businesses, and special events, potentially in conjunction with redevelopment of a Town-owned parking lot.

Mr. Parsons agreed that parking could be one of the principal challenges associated with the Warren Green project. He stated that reserving spaces in a public lot for valet parking had been discussed but that a longer-term solution would need to be developed.

Councilman Gagnon asked whether the County was targeting industries outside the restaurant and retail sectors that could create higher-paying employment.

Mr. Parsons identified information technology and cybersecurity, advanced manufacturing, food and beverage production, and government and defense contracting as the County's principal targets. He noted that limited site availability, topography, floodplains, zoning, and infrastructure could affect which prospects were suitable for properties within the Town.

Vice Mayor Semple asked whether the Town should geographically prioritize infrastructure and economic-development investments, including whether additional resources should be directed toward Old Town or Broadview Avenue. Mr. Parsons stated that the Town should evaluate the tax revenue and employment generated by each area. Old Town was particularly important to tourism, restaurants, and the potential Warren Green hotel, while Broadview Avenue contained larger retail businesses that generated substantial sales, business-license, and property-tax revenue.

Councilwoman O'Halloran asked whether businesses generally contacted the County or whether the County actively recruited businesses requested by residents.

Mr. Parsons stated that the department did both. The County had contacted Trader Joe's but was informed that Warrenton was not presently a candidate because of the locations of the company's other stores. He stated that Costco had also been contacted and had expressed interest, although identifying an appropriate site remained challenging. The department was willing to contact other requested businesses and evaluate whether the Town's demographics and available sites met their requirements.

Councilman Francis discussed the recent closure of two restaurants in his ward and asked whether the County received advance notice when a business was considering closure. Mr. Parsons stated that larger employers and manufacturers sometimes contacted the department for assistance before making a final decision. Restaurants, retailers, and national chains, however, rarely provided advance notice, which limited the department's ability to offer assistance before a closure occurred.

Councilman Kovalik discussed the number of residents commuting outside Fauquier County and asked whether the County could target satellite offices, shared workspaces, government contractors, technology firms, or supporting businesses that would provide local employment. He stated that creating higher-paying jobs would allow residents to reduce their commutes and retain more disposable income within the community.

Mr. Parsons stated that the department could work with the Town to identify compatible industries and suitable properties and then adjust its marketing and recruitment activities. He noted that many technology and cybersecurity firms were reducing traditional office space because of remote work. However, the County continued to see interest from smaller start-up technology, cybersecurity, and defense-contracting firms. The department could consult existing local companies to better understand why they had selected Warrenton and use that information to attract similar employers.

Councilman Mooney requested that the County Economic Development Department provide the Council with a concise list of approximately five to eight actions that the Town could undertake within the following several months to improve economic development. Possible actions discussed included short-term rental regulations, zoning changes allowing greater residential density or upper-floor apartments, parking improvements, incentives for property owners, grants, and identifying businesses suited to currently vacant buildings.

Mr. Parsons agreed to work with Town staff and downtown property owners to identify specific actions. He stated that short-term rentals could support tourism and that additional permanent housing was needed for workers. He also suggested that public ownership of a business or industrial park could allow a locality to control the property, provide infrastructure and appropriate zoning, and reserve the land for businesses offering the greatest employment and tax benefits.

Councilman McGuire emphasized the importance of marketing Warrenton's history, equestrian community, wineries, breweries, agriculture, and other distinctive assets. He encouraged targeted recruitment of high-quality retail businesses and suggested reaching out directly to potential boutique-hotel operators regarding Warren Green.

Mr. Parsons agreed that the Town and County had significant tourism assets. He discussed the annual wine showcase, increased overnight stays at Airlie, farm-to-table opportunities, and possible incentives encouraging restaurants and food producers to purchase products from local farms. He also described ongoing efforts to determine whether a regional livestock-processing facility was feasible, although workforce availability, operating costs, and disposal requirements presented challenges.

Mayor Nevill stated that the ongoing Zoning Ordinance update provided an opportunity to modernize regulations and make properties more adaptable to current market demands. He cited the addition of residential uses within commercial districts as an example of creating additional investment opportunities while recognizing that the Town could not force the private market to act.

Mayor Nevill cautioned that policies supporting short-term rentals could reduce the supply of long-term workforce housing. He stated that economic development required a comprehensive approach addressing zoning, infrastructure, business recruitment, property-owner incentives, workforce availability, and housing affordability. He encouraged the Council to communicate directly with business owners who might not have time to attend public meetings.

Mayor Nevill also discussed incentive programs used by other localities to encourage substantial improvements to commercial properties. He stated that meaningful incentives might require partnership with Fauquier County because the Town's comparatively low real-estate tax rate limited the value of Town-only abatements.

Councilman Kovalik discussed the need to distinguish among different forms of affordable and workforce housing. He expressed concern that some proposed housing might not be affordable to restaurant, retail, and service-sector employees. He also questioned whether converting industrial land to residential development could reduce opportunities to attract employers and increase the number of residents commuting outside the County.

Mr. Parsons stated that private developers generally received greater returns from more expensive housing, making lower-cost housing difficult to produce without incentives or public involvement. He suggested that converting existing underused space might offer a more realistic opportunity to create affordable rental housing for younger workers. He agreed that housing and employment strategies should be coordinated so that new residents had opportunities to work and spend their income locally.

Mayor Nevill stated that the Town's ability to produce targeted workforce housing would be greatest when the Town or another public entity controlled the property. He cited the former wire factory property and the County's future disposition of the former Taylor Middle School property as examples of sites that could potentially be evaluated for strategic public purposes. He noted that Warrenton's relative prosperity made the Town less competitive for certain

affordable-housing subsidies, despite the large number of households below the ALICE threshold.

Council members also briefly discussed partnering with a college or educational institution to establish hospitality, restaurant, or hotel-management training that could support the proposed Warren Green hotel and other local businesses.

Mayor Nevill thanked Mr. Parsons for the presentation and encouraged Council members to continue communicating with the County Economic Development Department. He recommended that the Town and County work toward establishing economic-development goals or a strategic plan within the following six to eight months.

E. Sanitation Operations- Discussion

Mr. Frank Cassidy, Town Manager, presented a discussion regarding the Town's sanitation operations. He explained that the item followed concerns raised during the budget process and continued discussions dating to 2019 and 2020 regarding sanitation and recycling efficiency, employee safety, and equipment modernization.

Mr. Cassidy stated that the immediate discussion was not intended to address contracting sanitation services to a private company, reducing residential collection to once per week, eliminating services, or making broader changes to recycling and landscaping operations. Those matters would require additional analysis and policy discussions. Staff's immediate recommendation was to improve efficiency by consistently enforcing the Town's existing sanitation ordinance.

Mr. Cassidy stated that the Town received approximately \$200,000 in landfill disposal support for residential refuse. That support did not apply to commercial waste. Because numerous exceptions had developed over time, residential and commercial refuse were currently being collected together, making it difficult to identify and properly account for commercial waste.

Staff recommended separating residential and commercial collection and requiring refuse to be placed in appropriate containers. Mr. Cassidy explained that employees were frequently collecting loose bags that had been torn open by animals, leaked liquids, or exposed employees to potentially hazardous materials. Although the Town's newer sanitation trucks included lifting equipment, employees could not use that equipment efficiently when residents placed loose bags at the collection point instead of using containers.

Mr. Cassidy stated that refuse was also required to be placed at the curb or another designated collection point. Employees were currently leaving their trucks, walking onto private property, navigating between parked vehicles, entering storage areas, and backing sanitation trucks onto private streets to retrieve refuse. These practices increased collection time, created safety concerns, and transformed what should have been direct collection routes into inefficient operations.

Mr. Cassidy explained that Main Street was the only area in which the Town's ordinance specifically authorized the collection of commercial refuse. Staff proposed establishing Town-managed dumpster enclosures to serve Main Street businesses. One enclosure would serve businesses on one side of Main Street, with another enclosure planned for the opposite side.

The enclosures would be secured and managed by the Town. Participating businesses would be identified and charged a fee based upon the amount and type of refuse generated. Staff would develop a potential fee structure distinguishing among smaller businesses, medium-sized businesses, and restaurants or other establishments producing larger quantities of refuse.

Mr. Cassidy stated that the proposed system would reduce the number of trash bags placed along Main Street, particularly before holidays, parades, and community events. It would also improve sanitation conditions and support the Town's efforts to maintain Main Street as a tourism and economic-development destination.

Mr. Cassidy also discussed refuse generated by contractors and commercial service providers. Under the existing ordinance, a contractor, landscaper, tree-trimming company, handyman, or other commercial entity hired to perform work on private property was responsible for removing the debris generated by that work. Commercial debris should not be left for collection through the Town's residential sanitation service.

Mayor Nevill emphasized that this requirement was not intended to penalize a neighbor, student, family member, or other person informally helping a resident. He stated that individuals performing work as a business should not receive an unfair cost advantage over licensed businesses by relying upon taxpayer-supported sanitation services to dispose of commercial debris.

Mr. John Ward discussed photographs showing refuse that Town employees regularly encountered. The photographs included loose bags, scattered litter, refuse stored in alleys or enclosed areas, and material that employees had to retrieve from underneath buildings or other inaccessible locations. Staff members carried brooms and dustpans to clean spilled refuse after bags broke during collection.

Mr. Cassidy stated that these conditions should not continue and requested clear policy support from the Council to enforce the existing ordinance. He explained that staff had attempted similar enforcement efforts in 2019 and 2020 but that numerous exceptions had been permitted and prior efforts had not received consistent policy support. As a result, the sanitation program had gradually developed into a door-to-door service in some areas.

Staff proposed identifying commercial customers, requiring appropriate containers, requiring curbside or designated-area collection, working with homeowners' associations to establish accessible common collection points, implementing the Main Street sanitation program, and discontinuing the collection of refuse generated by commercial work.

Mr. Cassidy stated that implementation would include a substantial public-education campaign rather than the immediate refusal of all noncompliant material. Staff anticipated providing the Council with an update after approximately 90 days, although achieving full compliance could require six months to one year.

Councilwoman O'Halloran expressed strong support for enforcing the ordinance. She cited the amount of refuse placed along Main Street during the Fourth of July holiday and parade and stated that those conditions were unacceptable, particularly when Town sanitation employees were working during the holiday.

Vice Mayor Semple discussed possible ambiguity in the ordinance regarding leaves placed at the curb after being collected by a contractor. He noted that the ordinance expressly addressed contractor-generated tree trimmings and brush but was less specific regarding leaves. He recommended clarifying the language so that residents and contractors would understand their responsibilities.

Councilman Mooney expressed concern regarding older residents and others who were physically unable to rake or remove their leaves without hiring assistance. He stated that leaves would fall regardless of whether the homeowner or a hired person moved them to the curb and recommended further discussion regarding how the ordinance should apply in those circumstances.

Mr. John Ward, public Works Director, explained that the concern was primarily the volume of material generated by professional contractors. A homeowner might produce several bags of leaves or a manageable brush pile, while a commercial crew using multiple employees and commercial equipment could generate several truckloads. Town crews and equipment were designed for quick residential collection rather than spending several hours removing debris generated by commercial operations.

Staff also noted that leaves and vegetative debris frequently had to be transported to facilities other than the County landfill, creating additional disposal costs. Contractors hired to complete a job should therefore include removal and disposal of the resulting material as part of that service.

Vice Mayor Semple reiterated the need for clear and precise language so residents would receive consistent information.

Mr. Cassidy agreed that staff would enforce the ordinance as currently written, identify areas requiring clarification, and return with recommended amendments.

Councilman McGuire supported stronger enforcement and asked whether the Town should charge for bulky items such as couches and other large household refuse. He also questioned whether the Town should continue providing commercial collection on Main Street or ultimately require businesses to contract with private sanitation companies.

Mr. Cassidy stated that the existing ordinance required the Town to provide commercial collection on Main Street. Eliminating that service would require an ordinance amendment and a broader policy discussion. He agreed that private commercial collection could be considered as a longer-term objective but recommended first separating commercial and residential refuse, bringing current operations into compliance, and removing loose trash from Main Street.

Councilman McGuire also requested information regarding fines for violations. Staff stated that the Town had an existing code-enforcement process but did not currently have a specific graduated sanitation fine schedule in place. Councilman McGuire recommended establishing fines or escalating penalties for repeated violations.

Council members discussed whether warnings should be provided before fines were imposed. There was general agreement that education and voluntary compliance should remain the goal, particularly for residents making an initial mistake, while repeat or egregious commercial violations should receive more immediate enforcement.

Mayor Nevill noted that Main Street commercial refuse collection also affected economic development. Adequate refuse disposal could support restaurants and other businesses that generated more waste than a typical retail establishment. He stated that sanitation policies should therefore be evaluated not only for operational efficiency but also for their effects on business recruitment and retention.

Council members also briefly discussed recycling, service to homeowners' associations and apartment complexes, fees for bulky items, commercial collection costs, and sanitation practices used by neighboring jurisdictions. Staff identified the Town of Front Royal's recent sanitation study as a possible model for future consideration.

By consensus, the Council directed staff to begin consistently enforcing the existing sanitation ordinance, accompanied by an educational and public-information campaign.

The Council also directed staff to review the ordinance for necessary clarifications and prepare proposed provisions establishing appropriate fines, penalties, and fees as soon as practicable.

F. Planning Commission Update

Mr. Frank Cassidy, Town Manager, provided the update, stating that the Planning Commission did not hold a meeting in the previous month, so there was no formal report to give. He noted, however, that the item is kept on the Council's work session agenda to ensure a monthly opportunity for an update is available.

G. Finance Committee Update

Vice Mayor Semple reported that the Finance Committee had not yet conducted a formal meeting but had been working collaboratively to collect and evaluate financial information. Committee members had met with representatives from Davenport & Company and received a financial projection reviewing the Town's previous five years.

Vice Mayor Semple stated that he and Councilman Gagnon had developed a spreadsheet showing the Town's financial obligations through the lens of beginning and ending fund balances. The purpose was to determine whether the Town could meet its obligations while continuing to comply with its adopted reserve and fund-balance policies.

The Committee was also considering changes to the presentation of the Town's financial information to better illustrate the effects of current and anticipated debt and long-term debt service. Vice Mayor Semple had provided Ms. Stephanie Miller and Finance Department staff with a proposed reporting format for further development.

Vice Mayor Semple stated that the Committee's focus would be on matters requiring Council policy decisions, including maintaining the Town's reserve policies, evaluating whether additional taxes or other revenues would be necessary, and understanding how individual budget decisions would affect the Town's overall financial position.

He emphasized the importance of distinguishing between General Fund revenues and enterprise-fund revenues because each had separate obligations and financial projections. The Committee was reviewing known capital, maintenance, and operational needs over the next five to six years while also developing longer-term forecasts.

Vice Mayor Semple reported that maintaining the currently projected water and sewer program could result in approximately \$191 million in debt and debt-service obligations over the next 30 years. He stated that these significant long-term costs would require careful review during the upcoming budget process.

H. Public Safety Committee Update

Councilwoman O'Halloran reported that the Public Safety Committee had met with Mr. Steven Friend, Director of Public Utilities, Ms. Kasey Braun, Human Capital Director, Mr. Switzer Facilities and Fleet manager and Emergency Coordinator, Mr. Jonathan Stewart Information and Technology Director, and Chief of Police Timmothy Carter.

She stated that the Committee primarily discussed critical public-safety needs. Mr. Switzer advised that most of the identified projects were already included in the Town's Capital Improvement Program.

At its next meeting, the Committee would prioritize the most pressing concerns and develop recommendations for presentation to the Town Council, including potential funding through the Fiscal Year 2027 Budget.

Mr. McGuire apologized for being unable to attend the recent meeting because of obligations requiring frequent travel to Washington, D.C. and stated that he intended to attend the next meeting.

I. Executive, Legislative, and Communications Department Overview

Mr. Frank Cassidy, Town Manager, presented an overview of the Executive, Legislative, and Communications Department budgets. He explained that the presentation was the first in a series of departmental budget reviews intended to engage the Town Council throughout the Fiscal Year 2027 budget-development process.

Mr. Cassidy stated that the Executive functions consisted primarily of the Office of the Town Manager's responsibility for overseeing day-to-day Town operations and implementing the policies and directives established by the Town Council.

Mr. Cassidy reviewed the Communications Department's responsibilities and recognized Ms. Lindy Paul, Communications Manager, for her work on the Town's recently distributed annual report. He stated that the department managed the Town's website, social-media accounts, community outreach, and public-information efforts. Upcoming activities included a Town Talk during First Friday and registration for the Warrenton Academy scheduled to begin in September.

Mr. Cassidy also summarized the Legislative function, including the responsibilities of Mr. Stephen Clough, Town Clerk, for Town Council meetings, legislative administration, and serving as a liaison between the Council and Town staff. He noted that the Town Council's operating budget was also included within this departmental grouping.

Mr. Cassidy advised that a \$5,000 allocation for a Town Council retreat had mistakenly remained in an earlier version of the budget information. Because the Council had previously removed that funding, the amount had been deleted from the corrected materials.

Councilwoman O'Halloran asked about the increase in Legislative professional-services expenditures from approximately \$6,500 in the previous fiscal year to approximately \$38,000 in the current budget.

Mr. Cassidy explained that the increase primarily consisted of funds allocated for the Commission on Open and Transparent Government, including associated legal services. A smaller portion supported the Strong Towns initiative and related expenses shared with community sponsors.

In response to a question regarding organizational memberships, Mr. Cassidy stated that the Council had authorized the Town's memberships in the Virginia Municipal League and the Fauquier Chamber of Commerce and that both memberships were current.

A Council member requested that departmental budget information be provided earlier than the Thursday preceding a work session so members would have additional time to review the materials.

Mr. Cassidy agreed that staff would attempt to distribute future information earlier and emphasized that the departmental presentations were intended to begin an ongoing discussion rather than serve as the Council's only opportunity to review the figures.

The Council also discussed whether the Town's enterprise resource planning system could eventually provide regularly updated budget information through the Town's website. Such a system could allow Council members and the public to review current budget-to-actual figures throughout the fiscal year. Staff stated that improving access to real-time financial information was among the objectives of the software implementation.

J. Finance Department Overview

Ms. Stephanie Miller, Director of Finance, presented an overview of the Department of Finance and Procurement. She stated that the department's responsibilities included budgeting and long-

term financial planning, tax and utility billing and collection, treasury and investment management, debt issuance and management, accounting and financial reporting, accounts payable, payroll, and procurement.

Ms. Miller explained that the Finance Department worked with the Town's financial advisors, department directors, and Town Manager to prepare the operating budget and Capital Improvement Program. The Code of Virginia required the Town Manager's proposed budget to be presented to the Town Council by April 1 each year, making it necessary to begin the budget-development process several months in advance.

The Fiscal Year 2027 budget kickoff meeting with Town departments was scheduled for September. Ms. Miller emphasized that budgeting was a year-round process and stated that departments met quarterly with the Budget Manager to compare actual expenditures with their adopted budgets.

Ms. Miller reported that implementation of the Town's new enterprise resource planning system would provide departments with improved daily access to budget information. The adopted budget and Capital Improvement Program were available through the Town's website, and the finalized Fiscal Year 2026 documents were expected to be posted in early September.

Ms. Miller explained that the Capital Improvement Program provided a six-year plan for major projects. It also included the Capital Asset Replacement Plan, which identified the Town's existing vehicles, equipment, infrastructure, and other significant assets that would require scheduled maintenance or replacement. These documents assisted the Town and its financial advisors in developing long-term financing plans.

Ms. Miller reported that the Town had prepared a condensed "Budget in Brief" document for Fiscal Year 2026. The document presented key budget information in a format intended to be more accessible to residents, including graphics illustrating the proportional cost of Town services and the General Fund's principal revenue sources.

The Town had received the Government Finance Officers Association's Distinguished Budget Presentation Award for its Fiscal Year 2024 and Fiscal Year 2025 budget documents. Ms. Miller stated that the Fiscal Year 2026 budget would also be submitted for consideration. The award recognized budget documents that served effectively as policy documents, financial plans, operational guides, and communication tools.

Ms. Miller reviewed the Town's comprehensive fiscal policies, which the Town Council adopted in 2021 to ensure compliance with applicable laws and regulations and to safeguard and properly account for public funds and assets. The policies were reviewed annually as part of the budget process. During the previous year, the Council amended the policies to permit the administrative appropriation of donations.

Ms. Miller outlined the Town's major annual revenue deadlines. Business-license renewal applications were due April 15; the first-half real-estate and stormwater payments were due June 15; business-license payments were due June 30; and personal-property taxes and the second half of real-estate and stormwater payments were due December 15. Meals taxes,

lodging taxes, and utility bills were collected monthly, while state revenues were received at varying intervals.

Ms. Miller reported that an ordinance adopted in 2022 authorized the Town to use an outside collection agency for delinquent accounts. The collection fee was paid by the delinquent account holder rather than the Town. Real-estate, personal-property, and miscellaneous accounts had been referred to the agency, which had collected more than 50 percent of the balances submitted. Staff attempted to provide taxpayers with opportunities to pay before referring accounts for collection.

The department was also responsible for compliance with the Virginia Public Procurement Act. Ms. Miller discussed the implementation of a purchasing-card program intended to make purchasing and payment processes more efficient. Participation in the Commonwealth's purchasing-card program would provide the Town with a higher rebate based upon statewide spending levels and generate a modest amount of additional revenue. The program was expected to become fully operational with the first phase of the Town's software upgrade in approximately April 2026.

Ms. Miller explained that the Town was required to undergo an annual independent audit. The audit process generally began in May or June and continued through November. The Town had historically received an unmodified audit opinion, indicating that its financial statements were free from material misstatement.

The audit resulted in the Annual Comprehensive Financial Report, which compared the Town's actual financial performance with the adopted budget. The report was filed with the Commonwealth, and the Town's auditors presented the audit results and financial highlights to the Council each December.

Ms. Miller also discussed the Popular Annual Financial Report, which summarized the approximately 100-page comprehensive report in a shorter, more accessible format. The document focused primarily on the tax-supported General Fund and included information regarding Town government, demographics, service levels, revenues, and expenditures. The Town had submitted its Fiscal Year 2024 report for consideration under the Government Finance Officers Association's Popular Annual Financial Reporting Award Program.

Ms. Miller concluded by noting that the Town had received the Government Finance Officers Association's award for excellence in financial reporting for the preceding 30 years. The award recognized governmental financial reports demonstrating transparency and full disclosure.

It was noted that these departmental presentations were intended to maintain regular Council involvement in the budget throughout the year so that staff would receive clear direction before the more intensive stages of budget preparation began in January.

K. FY 2027 Budget Guidance

Ms. Stephanie Miller, Director of Finance, requested preliminary guidance from the Town Council for development of the Fiscal Year 2027 Budget. She stated that the Fiscal Year 2026

Budget had used a needs-based approach under which departments evaluated operational efficiencies while maintaining existing service levels. Capital needs, particularly water and sewer infrastructure, had been the principal focus.

Ms. Miller reported that Fiscal Year 2026 represented the third year of water and sewer rate increases recommended by the utility rate study completed in Fiscal Year 2023. The study recommended phased rate increases together with the strategic issuance of debt to finance capital improvements. Fiscal Year 2027 would include the fourth year of the recommended increases.

Staff intended to continue aligning the budget with the Town's mission of providing public safety, economic opportunity, and quality public services. Priorities would include maintaining safe and adequate water and wastewater services, providing fiscally responsible infrastructure, and ensuring that public-safety services and policies remained responsive, effective, and worthy of community trust.

Ms. Miller identified funding for outside organizations as an issue requiring early Council guidance. Applications for Fiscal Year 2027 funding would be distributed in September. She requested that Council members provide any individual budget recommendations or guidance to the Town Manager by September 9 so that the information could be considered before the departmental budget kickoff meeting.

Mayor Nevill recommended considering a formal cap on the total amount available for outside organizations. He suggested establishing the allocation as a fixed percentage of the General Fund Budget so that applicants and the Council would know the total amount available. He also recommended reviewing the policies used by comparable localities.

Ms. Miller explained that outside organizations were required to submit a new application each year and could request a different amount. Organizations funded during previous years would likely apply again, although the number and identity of applicants could change annually.

Council members discussed whether the Town should establish clearer eligibility requirements for outside funding. Mayor Nevill stated that the Town should distinguish between organizations providing services that directly benefited Town residents or reduced the need for Town expenditures and organizations performing worthwhile work that did not have a sufficient municipal connection.

Ms. Miller stated that staff could review the policies of benchmark communities and return with examples of eligibility criteria, funding limits, and other approaches. Historically, the Town had generally maintained funding near the previous year's level rather than using a formally established percentage or cap. Outside-agency funding had typically represented approximately one percent of the General Fund Budget.

Ms. Miller explained that organizations receiving less than approximately \$25,000 generally received the full award in one payment, while larger awards were distributed quarterly.

Councilman Gagnon asked whether staff anticipated issuing additional General Fund debt during Fiscal Year 2027. Ms. Miller stated that additional debt was likely based upon the Town's current capital needs, although she could not yet provide an estimated amount. The timing and amount of a debt issuance depended upon the rate at which individual projects spent previously authorized funds.

Councilman Gagnon requested that preliminary debt projections be provided to the Finance Committee as soon as they became available so that the Committee could evaluate alternatives. He stated that the amount of General Fund debt included in the Fiscal Year 2026 Budget had been unexpected.

Ms. Miller stated that staff could prepare an initial analysis using the future years contained in the Capital Improvement Program. She explained that the Capital Improvement Program included summary pages identifying whether projects were expected to be funded through cash, grants, or debt.

Vice Mayor Semple emphasized the importance of determining early in the budget process what actions would be necessary to avoid or reduce General Fund borrowing. If the Town needed to consider changes to fees, property taxes, other revenues, or expenditures, those discussions should begin early rather than during the final stages of budget adoption.

Vice Mayor Semple described a proposed financial model that would allow the Council and Finance Committee to change assumptions regarding revenues and expenditures and immediately see the resulting effects upon taxes, rates, reserves, and borrowing requirements. Ms. Miller stated that staff could populate the model with the current Capital Improvement Program figures and refine the projections as additional information became available.

Council members also asked about the effect of property reassessments upon Town revenue.

Ms. Miller explained that reassessments were conducted every two years and became effective on January 1. Staff incorporated anticipated reassessment changes into the budget and refined those projections using information provided by the Commissioner of the Revenue.

The Council discussed the distribution of local sales-tax revenue.

Ms. Miller explained that the one-percent local sales tax collected throughout Fauquier County was returned by the Commonwealth to the County. The County retained 50 percent, while the remaining 50 percent was allocated among the County and its incorporated towns based upon public-school enrollment. Consequently, despite the concentration of retail businesses within Warrenton, the Town received only a relatively small portion of the local sales tax generated by purchases made within Town limits.

Staff was directed to continue developing preliminary Fiscal Year 2027 projections, review outside-agency funding policies used by comparable localities, and incorporate Council guidance into the budget process.

L. 200 Year Flood - Emergency Declaration Resolution Re: Flash Flood event- Requested by TM

Mr. Johnny Switzer presented an overview of the significant flash-flood event that occurred in Warrenton on July 16. He reported that approximately 4.7 inches of rain fell during the storm, including approximately 2.5 inches within a 30-minute period. The National Weather Service classified both rainfall measurements as representing an approximately 200-year storm event for the Town.

Mr. Switzer stated that the intense rainfall rapidly overwhelmed portions of the Town's stormwater system, flooded roadways, entered homes and businesses, and affected critical public infrastructure. Several vehicles became submerged on Lee Highway near the motorcycle dealership and the gas station at Route 211. Fire and rescue personnel conducted multiple water rescues and assisted occupants before the vehicles were removed.

Although the immediate incident was stabilized relatively quickly, the event exposed vulnerabilities within the Town's aging stormwater, water, wastewater, roadway, and utility infrastructure. Town staff had issued weather alerts through internal communications, social media, and other public-information channels before the storm, but the amount of rain that remained concentrated over Warrenton could not reasonably have been anticipated.

On the morning of July 17, Town emergency-management staff recommended that the Town Manager declare a local emergency. The Town Manager authorized the declaration, and the Town reported the event and response activities to the Commonwealth to preserve the Town's eligibility for possible state or federal reimbursement and assistance.

Mr. Switzer explained that the Town Code required the Town Council to confirm the local emergency declaration at its next regular meeting. The proposed resolution would also recognize the subsequent termination of the emergency. Staff clarified that the term "termination" was used rather than "rescission" because rescinding the declaration could imply that the emergency had never existed.

Mr. Switzer stated that severe storms traditionally classified as rare events appeared to be occurring more frequently. He emphasized the importance of continuing to implement the Town's Capital Improvement Program and Capital Asset Replacement Plan to strengthen infrastructure and reduce the effects of future emergencies.

Mr. Cassidy thanked Mr. Switzer and the employees who coordinated the Town's emergency response. He explained that the emergency declaration established the administrative foundation necessary to seek reimbursement for eligible response and recovery expenses. Although reimbursement was not guaranteed, the Town's emergency-management certification and reporting procedures allowed it to submit claims for consideration.

Mr. Cassidy reported that the storm damaged fences, deposited debris on the dam, flooded stormwater outlets, and created continuing cleanup and repair needs. The dam reached a Tier Two condition, and water overtopped Blackwell Road. Flooding extended toward the Cedar Run Pump Station and temporarily prevented employees from accessing the facility.

The wastewater treatment plant experienced flows of approximately six to eight million gallons per day during the event. Mr. Cassidy explained that this figure represented the cumulative effect of stormwater entering the Town's wastewater system through inflow and infiltration throughout the entire collection network, including pipes, manholes, lift stations, pump stations, and other infrastructure.

Mr. Cassidy stated that several components of the wastewater system were already experiencing mechanical problems before the storm. Pumps and lift stations had required repairs, the Taylor Pump Station was operating with generator support, and the wastewater treatment plant was undergoing routine maintenance associated with its aging equipment.

Mr. Steven Friend explained that Town employees used diversion structures, lagoons, bypass pumping, and available storage capacity to manage the increased flow and avoid an uncontrolled discharge. The increased volume required pumps and other equipment to operate continuously for extended periods, accelerating wear on equipment that had already reached or exceeded its anticipated service life.

Councilman Kovalik asked whether the approximately \$191 million in anticipated water and wastewater investments over the following 30 years would substantially reduce the effects of similar storms.

Staff explained that no wastewater system could eliminate all inflow and infiltration, particularly when streets and manholes were submerged. However, repairing deteriorated pipes and other infrastructure would substantially reduce infiltration and lessen future surges.

Staff stated that the Town would continue to experience increased wastewater flows during extreme storms but that a properly repaired and maintained system should experience a significantly smaller increase than the existing system. The Town was systematically inspecting pipes, using cameras to identify defects, and repairing sources of infiltration.

Council members asked whether the event would affect the prioritization of future maintenance and capital projects. Staff confirmed that significant events revealed system weaknesses and allowed the Town to adjust maintenance schedules and focus resources on components that demonstrated the greatest vulnerability.

The Council also discussed the dam and whether additional retention capacity was needed. Staff reported that the dam had functioned as designed but that the bridge at Blackwell Road became a constriction point. The Town had received grant funding for a spillway-capacity study and a bathymetric survey to determine whether dredging could increase the reservoir's capacity.

Staff stated that meaningful structural improvements would require long-term planning rather than an immediate operational change.

Staff also reviewed the Town's emergency-response procedures for the dam, including its stormwater protection plan, emergency response plan, notification procedures for downstream properties, and a recently completed tabletop exercise.

A Council member asked whether the Town could provide more direct public warnings when a severe storm was expected to remain over Warrenton.

Mr. Switzer stated that the Town and Fauquier County had issued a geographically targeted Wireless Emergency Alert during the July 16 storm.

Mr. Switzer also announced that the Town was developing its own public-notification platform, Alert Warrenton, in partnership with Fauquier County's Alert Fauquier system. The Town's recently recognized emergency-management authority would allow it to issue Warrenton-specific notifications concerning weather emergencies, road closures, water-main breaks, and other urgent conditions. A public-information campaign would be conducted to encourage residents to register for the service. Wireless Emergency Alerts could also reach compatible mobile devices located within a designated geographic area without advance registration.

Council members thanked Public Works, Utilities, Police, Emergency Management, Finance, Human Capital, and other Town employees for their coordinated response. Staff emphasized that employees worked extended shifts throughout the event to protect the public, manage the wastewater system, and prevent more serious infrastructure failures.

The resolution confirming the declaration and termination of the local emergency was scheduled for consideration during the evening regular meeting.

M. Agenda Review

The Town Council reviewed the items scheduled for consideration during the evening regular meeting.

Staff noted that the public-hearing agenda included the proposed temporary construction easement for the Ville Nova subdivision development near Academy Hill. The matter had been presented at the previous Council meeting, and staff had not received any public comments concerning the proposed easement. Staff would provide a brief overview before the evening public hearing.

During review of the Consent Agenda, Councilman Gagnon requested that consideration of the Town Council meeting minutes be postponed to allow additional time for review and proposed corrections. It was noted that the minutes had also been postponed during the previous month.

By consensus, the Council agreed to remove the meeting minutes from the evening agenda and carry them forward for consideration at a future meeting.

The remaining Consent Agenda items included the departmental quarterly reports, the resolution confirming the declaration and termination of the local emergency associated with the July 16 flash-flood event, and recommendations from the Architectural Review Board Appointment Committee.

Staff confirmed that approval of the Architectural Review Board recommendations would also authorize advertisement of the remaining vacant position.

Under New Business, the Council would consider the resolution authorizing the Town's participation in the Purdue Pharma and Sackler opioid settlement. The Electronic Meeting Policy Update would be removed from the evening agenda because the Council had adopted the policy during the work session.

Under Unfinished Business, the Council would consider the resolution declaring the Town's intent to reimburse itself from the proceeds of one or more tax-exempt financings for eligible capital-project expenditures. Ms. Stephanie Miller was available to answer additional questions, and the proposal had been reviewed by the Finance Committee.

With no further business, the work session was adjourned at 1:21 PM.

II. REGULAR MEETING - 6:30 PM

Mayor Nevill called the regular meeting of the Warrenton Town Council to order at 6:31 p.m. on Tuesday, August 12. A quorum was present.

Vice Mayor Semple participated remotely from his residence at 319 Falmouth Street because of a medical issue. Councilman Francis participated remotely from his residence at 147 Northview Circle while recovering from knee-replacement surgery. Mayor Nevill confirmed that both members were eligible to participate remotely and noted that all seven members of the Town Council were present.

INVOCATION.

Pastor Dennis DeMara of Trinity Lutheran Church provided the invocation,

PLEDGE OF ALLEGIANCE.

Mayor Nevill led the pledge of allegiance.

PROCLAMATIONS AND RECOGNITIONS.

Mr. Frank Cassidy, Town Manager, presented the Excellence in Action recognitions for July.

Mr. Cassidy recognized Officer Kevin Turner, who was selected as Best Law Enforcement Officer in the 2025 Fauquier Times Readers' Choice Awards, and Ms. Betty Compton, who was selected as Best Volunteer.

Mr. Cassidy also recognized the Warrenton Police Department, Lieutenant Pierce, Ms. Compton, and the department's volunteers for organizing a successful National Night Out event. Ms.

Lauren Kruckof of the Parks and Recreation Department was also acknowledged for winning largest zucchini at the Fauquier County Fair.

Mayor Nevill congratulated all those recognized.

CITIZEN'S TIME.

Mayor Nevill opened Citizen's Time and reviewed the procedures for public comment. Speakers were permitted up to three minutes to address the Town Council regarding non-agenda matters. He reminded those wishing to speak on the scheduled public hearing to reserve their comments for that portion of the meeting.

Mr. Stephen Clough, Town Clerk, reported that no speakers had registered in advance.

Erin Leonard of Hidden Creek Lane addressed the Council regarding property located behind her neighborhood near Academy Hill. Ms. Leonard stated that she and several neighboring residents had understood that the area was protected wetlands and would not be developed. She expressed concern regarding the proposed construction and asked that the wetlands and surrounding property remain protected.

Councilman McGuire advised Ms. Leonard that wetlands determinations were administered by the United States Army Corps of Engineers and recommended that she contact the agency for information regarding the property's classification.

Ms. Leonard was also encouraged to contact the Town's Community Development Department, which could provide information concerning development applications, plats, land-disturbance activity, flood-zone requirements, and applicable environmental protections.

No additional speakers addressed the Council, and Citizen's Time was concluded.

APPROVAL OF THE AGENDA.

Councilman Kovalik moved to approve the agenda as submitted. Councilman Mooney seconded the motion.

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 agenda was adopted as presented.

PUBLIC HEARINGS.

Ville Nova Subdivision Temporary Construction Easement

Ms. Amber Heflin presented the request for a temporary construction easement across Academy Hill Park associated with the proposed Ville Nova subdivision, formerly known as the Academy Hill subdivision.

Ms. Heflin explained that the adjacent development was a by-right, 17-lot residential subdivision. The approximately 4.72-acre Academy Hill Park property was zoned Public-Semi-Public, and both the park and proposed subdivision were located in Ward Three.

The temporary easement was requested to permit construction of a sanitary sewer line across Town property to an existing sewer connection point. Ms. Heflin stated that the proposed route was the most feasible and cost-effective option for the developer and would facilitate the Town's future maintenance of the line.

The project would also install a portion of the infrastructure necessary to support the Town's future plans for restrooms at Academy Hill Park. The easement deed and plat had been reviewed by staff and the Town Attorney's Office and could be submitted for final approval if the Council authorized the easement.

Ms. Heflin reported that the subdivision site-development plan was submitted on January 25, 2024, and had undergone three staff reviews. The off-site easement request was submitted on September 6, 2024, and had undergone five reviews, including review of the deed language and revisions to the easement plat.

Councilman Kovalik asked whether neighboring property owners were notified of a by-right subdivision and whether properties located across a wetland area would receive notice.

Ms. Heflin explained that adjoining-property notification was not required for approval of a by-right subdivision. However, because the developer requested an easement across public property, notice of the work session and public hearing was provided to immediately adjoining property owners and properties located within approximately 200 feet.

Staff clarified that the public hearing concerned only the proposed easement across Town property and did not constitute approval of the subdivision, which was permitted by right.

Councilman Gagnon asked how the development related to the wetlands concerns raised during Citizen's Time.

Ms. Heflin stated that the subject development property had not been identified as wetlands by the United States Army Corps of Engineers or through the Town's review of the property records. Staff noted that buffered or low-lying areas might be located nearby, but the development parcel itself was not classified as wetlands.

Staff also provided historical context regarding the Academy Hill area, noting that portions of the property had previously been used as the Town's incinerator and landfill.

Councilman Francis stated that he believed the project could benefit the Town and expressed support for moving forward.

Mayor Nevill opened the public hearing at 6:50 p.m.

Mr. Clough reported that no speakers had registered in advance.

Ms. Foss Tervella of 308 Amber Circle addressed the Council as a resident and member of the Villas homeowners' association board. She asked whether the proposed sewer connection would ultimately require a separate easement through the Villas subdivision and whether construction could disturb a roadway recently paved and striped by the association.

Ms. Tervella also asked what effect the project could have upon the Villas community and whether the Town could require the homeowners' association to grant an easement.

Staff explained that the easement before the Council applied only to Town-owned property at Academy Hill Park. A separate easement would be necessary to cross property owned by the Villas. The homeowners' association could decline to grant that easement, in which case the developer would be required to identify an alternative route or connection point. Staff stated that the Town would not compel the homeowners' association to grant the private easement.

Hearing no additional speakers, Mayor Nevill closed the public-comment portion of the hearing at 6:55 p.m.

Councilman Kovalik stated that the proposed easement was located within his ward and that he had not received comments concerning it before the meeting. In light of the questions raised by neighboring residents, he moved to defer action until the Council's September meeting to allow additional time for residents to obtain information and communicate their concerns.

Vice Mayor Semple seconded the motion. He stated that the Villas were located within his ward and that this was the first time he had learned that the subdivision could be affected by a separate easement. He supported allowing additional time for public participation.

Several Council members supported the deferral, stating that a 30-day delay would permit staff, residents, and the developer to clarify the easement process and address questions.

Other Council members emphasized that the subdivision was a by-right development and that the pending request concerned only an easement across Town property. They cautioned that deferring the item might not change the development or resolve concerns regarding wetlands or a potential private easement through the Villas.

Mayor Nevill stated that the residents' questions were valid but appeared to involve issues separate from the limited easement request before the Council. He noted that there might be opportunities to work with the developer and surrounding neighborhoods on stream restoration, stormwater improvements, cleanup, or landscaping within the area.

Following discussion, the Council agreed that the public hearing would remain open and that action would be deferred until the September meeting.

A vote on the motion to defer was as follows.

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

Nays: Mr. Paul Mooney; Mr. Roy Francis.

The motion passed by a vote of five to two. Written comments could be submitted through the Town's website or by email before the matter returned to the Council in September.

CONSENT AGENDA.

Departmental Quarterly Reports

ARB Appointment Committee Recommendation for Appointment

200 Year Flood - Emergency Declaration Resolution Re: Flash Flood event- Requested by TM

Mayor Nevill stated that the Consent Agenda had been amended following the morning work session. Approval of the Town Council meeting minutes was removed to provide Council members with additional time for review.

It was noted that approval of the Architectural Review Board recommendation would also authorize advertisement of the remaining vacant position.

Councilwoman O'Halloran moved to approve the Consent Agenda as amended. Councilman Mooney seconded the motion.

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 Mayor noted that the approval of minutes had been removed from the consent agenda and deferred to the next meeting.

NEW BUSINESS.

Opioids: Resolution in order to waive our claims against Sackler/Purdue and thus participate in the payout

Mr. Chap Petersen, Town Attorney, presented a resolution authorizing the Town's participation in the proposed settlement of opioid-related claims against Purdue Pharma, members of the Sackler family, and related corporate entities. Mr. Petersen explained that the settlement required participating localities to waive their individual claims and execute the necessary documents before receiving an allocation of the settlement proceeds.

Mayor Nevill noted the significant human and financial effects of the opioid crisis upon the community. He requested that any proceeds received by the Town be directed toward law-enforcement activities, opioid treatment, or other programs addressing the effects of opioid

abuse. Mr. Petersen stated that additional research would be necessary to determine how the proceeds would be distributed between the Town and Fauquier County.

A motion was made to adopt the resolution approving the Town of Warrenton's participation in the proposed Purdue/Sackler settlement of opioid-related claims and directing the Town Attorney and Town Manager to execute the documents necessary to effectuate the Town's participation. Councilwoman O'Halloran seconded the motion.

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.

UNFINISHED BUSINESS.

Resolution of the Town Council of the Town of Warrenton, Virginia Declaring Its Intention to Reimburse Itself from the Proceeds of One or More Tax-Exempt Financings for Certain Expenditures Made and/or to be Made in Connection with Town Capital Projects

Ms. Stephanie Miller presented the proposed reimbursement resolution, which had been introduced and deferred at the Council's July meeting to allow additional review.

Ms. Miller explained that the adopted Fiscal Year 2026 Budget anticipated debt financing for General Fund and water and sewer capital projects, as well as General Fund capital-asset replacements. Capital spending was already underway, and approximately \$8 million in expenditures was anticipated through December 2025.

The resolution would allow the Town to reimburse itself from the proceeds of a future tax-exempt financing for eligible capital expenditures incurred within 60 days before adoption of the resolution, approximately June 12, 2025, and thereafter. Ms. Miller emphasized that adoption of the resolution would not obligate the Town to issue debt or approve any particular financing terms. Any future debt issuance would be considered through a separate process, including the required public hearings.

Ms. Miller stated that without the reimbursement resolution, ongoing capital expenditures would be paid from the Water and Sewer Fund's available cash reserves. The Town's financial policy required the maintenance of approximately 200 days of operating expenses in reserve, and the fund balance was already near that minimum level as of July 1.

Councilman Gagnon stated that he had requested the previous 30-day deferral because of concerns regarding the Town's long-term debt obligations. He reported that he had reviewed the proposed financing and met with the Town's financial advisor. His analysis considered projected water and sewer revenues, operating expenses, interest rates, inflation, and the Town's ability to make future debt-service payments.

Councilman Gagnon stated that his review reduced his concern that the Town would be unable to meet its obligations, provided that the underlying financial assumptions remained accurate.

He clarified, however, that supporting the reimbursement resolution did not necessarily constitute support for every capital project or the full amount of future water and sewer borrowing under consideration.

Councilwoman O'Halloran moved to adopt the resolution declaring the Town Council's intention to reimburse the Town from the proceeds of one or more tax-exempt financings for certain expenditures made or to be made in connection with Town capital projects. Councilman Francis seconded the motion.

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.

TOWN ATTORNEY'S REPORT.

Mr. Chap Petersen, Town Attorney, reported that the Town was pursuing several code-enforcement matters. In one case, a property owner had defaulted on an agreement, and the Town had moved for summary judgment and could seek entry of a judgment.

Mr. Petersen also reported that the Town was preparing collection actions against former employees whose professional academy expenses had been paid by the Town. Those employees had signed agreements requiring repayment if they left Town employment before completing the required period of service.

Regarding land-record matters, Mr. Petersen stated that he had approved documents establishing public water and sanitary-sewer easements at Warrenton Crossing. His office was also working with the vendor associated with the Taylor Middle School project to secure the necessary permits.

Mayor Nevill noted the School Board's and community's interest in the Taylor Middle School project and requested that the permitting process be prioritized wherever possible.

In response to a question from the Council, Mr. Petersen clarified that the code-enforcement default involved one of the McDonald properties on Winchester Street. He stated that one property remained out of compliance, while the other appeared to be in compliance, and that he would provide the Council with a memorandum containing additional information.

TOWN MANAGER'S REPORT.

Mr. Frank Cassidy, Town Manager, reported that the Warrenton Police Department was recruiting volunteers for its Community Action Team. He encouraged interested residents to review the information available on the Town's website and described the program as an opportunity for community members to assist the Police Department with review and assessment activities.

Mr. Cassidy announced that the next Your Town Academy would begin in September and that the current month was the final opportunity to register. He noted that the program was free and that registrations were progressing well.

Mr. Cassidy also provided an update on the mural located behind Town Hall. He reported that the artwork was substantially complete and would next be sealed. Each image within the mural was based upon an individual student's drawing depicting that student's vision of Warrenton. Artist Palmer Smith transferred the students' drawings into the completed mural.

Mr. Cassidy commended Mr. Smith and the Warrenton Arts Commission for the project and stated that a ribbon-cutting ceremony was anticipated the following month.

Mayor Nevill suggested creating a display, brochure, or similar material identifying the participating students, showing their original artwork, and including their comments about what their drawings represented. He stated that this would provide individual recognition and better convey the community and youth involvement behind the mural. Mr. Cassidy agreed to discuss the suggestion with the Arts Commission.

COUNCILMEMBERS TIME.

Councilman McGuire reflected upon several recent deaths, including that of former Fauquier County Fire Chief Lomax, and emphasized the importance of kindness and treating others well. With the beginning of the school year approaching, he also encouraged residents to take care of their health. He shared that his mother, who had been a schoolteacher, died of colon cancer at age 61 and reminded those present that life could change unexpectedly.

Councilman Gagnon discussed the anticipated cost of the Town's water and sewer capital improvements. He stated that the estimated cost had increased from approximately \$60 million to \$70 million and then to \$91 million. When projected interest was included, he estimated that the total cost of the anticipated debt could reach approximately \$196 million by 2061, with annual debt-service payments peaking at more than \$7 million.

Councilman Gagnon stated that the Town did not need to make all related decisions immediately and that he intended to spend the coming year informing residents about the anticipated projects, debt, and financial commitments before the next budget cycle. He emphasized the importance of public participation before the Town committed to borrowing at that level.

Councilwoman O'Halloran announced that the Warrenton Police Department would participate in Wawa with the Law on August 23 from 8:00 a.m. until 5:00 p.m. Donations collected during the event would benefit Special Olympics Virginia. She concluded by encouraging the community to work together to create positive change and a brighter future for the Town.

Councilman Kovalik reflected upon the intensity of the July 16 storm and compared the volume of rainfall to his experience aboard the Maid of the Mist at Niagara Falls. He praised Town staff for their response to the 200-year storm event, particularly the handling of approximately eight million gallons of flow through a wastewater facility designed for a substantially lower capacity. He thanked the staff and members of the public for their work, participation, and comments.

Vice Mayor Semple thanked the resident of the Villas who attended the meeting and stated that such participation was important. He announced that a community meeting concerning development affecting Falmouth Street and nearby areas, including Monroe Estates and Oliver City, would be held at Town Hall on August 18 at 2:00 p.m. The developer and Town staff would be available to answer questions, and remote participation through Microsoft Teams would be offered. Mr. Clough stated that additional registration and participation information would be distributed before the meeting.

Councilman Francis greeted the residents of Ward One and stated that he missed attending the meeting in person. He described the day's work-session and regular-meeting discussions as constructive. He wished residents a safe Labor Day and a successful beginning to the school year and reminded them to watch for spotted lanternflies.

Councilman Mooney congratulated Mr. Switzer and the Town's emergency-management team for their response and notification efforts during the recent storm. He also thanked the residents of the Villas for attending and participating.

Councilman Mooney encouraged residents to provide input on the zoning-ordinance update, outdoor-seating regulations, and the numerous current and future projects being reviewed by the Community Development Department. He encouraged residents to review meeting materials, communicate with Council members, and participate in future public-review opportunities.

Mayor Nevill agreed that public involvement would be essential to the zoning-ordinance update. He stated that zoning regulations adopted decades earlier might no longer address the Town's changing social, economic, and community needs. He expressed hope that the updated ordinance would be adaptable and remain viable for future generations.

Mayor Nevill commended Town staff for the response to the July 16 flood. He stated that the event provided an extreme test of the Town's emergency operations and demonstrated both the Town's preparedness and opportunities for continued improvement.

Mayor Nevill thanked Ms. Betty Compton, the Warrenton Police Department, the fire department, the Marines, and the volunteers and participants who made National Night Out successful. He noted that emergency personnel had responded to a call during the event, demonstrating the commitment of those who participate in community activities while remaining ready to protect the public.

Mayor Nevill acknowledged the death of Mr. Roy Crane, Vice President of the Warrenton Volunteer Fire Department. Mr. Crane began volunteering at age 14 and provided approximately 50 years of public service before his death from cancer. Mayor Nevill described his commitment as a model of civic involvement and encouraged future generations to follow his example.

ADJOURNMENT.

Mayor Nevill adjourned the meeting at 7:39 p.m. in memory of Mr. Roy Crane.

With no further business, this meeting was adjourned at 7:39 PM on Tuesday, August 12th, 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 August 12th, 2025.

Stephen M. Clough
Town Recorder

Attachments:

- 1) Handouts to Council from Citizen's time. August 12th, 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

August 12th, 2025, Regular Town Council Meeting Minutes

Attachment 1: Handouts to Council.

08/06/2025

**Members of the Warrenton Town Council
21 Main Street
Warrenton, VA 20186**

Dear Esteemed Members of the Warrenton Town Council,

The Fauquier Chamber of Commerce would like to cordially invite you to join us at the Grand Opening & Ribbon Cutting of Black Horse Manor. This event marks a significant milestone for one of our community's tenured businesses and serves as a broader celebration of the value of economic growth and entrepreneurship in Fauquier County.

The event will take place on Thursday, August 28, 2025, at 5:00 PM at Black Horse Manor, located at 8393 Meetze Road in Warrenton. The Ribbon Cutting Ceremony will begin promptly at 6:30 p.m.

We would welcome you to join us and other community leaders at this meaningful event, as we continue our collective efforts to support and nurture local businesses.

If you are able to attend, we kindly ask that you RSVP to Benjamin@FauquierChamber.org at your earliest convenience.

Thank you for your dedication to the growth and success of Warrenton. It would be our great pleasure to have you with us for this occasion.

Serving all businesses,



**Alec Burnett
President/CEO
Fauquier Chamber of Commerce
(540)422-5716**

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

August 12th, 2025, Regular Town Council Meeting Minutes

Attachment 2: Citizen Comment emails and form submissions.

From: "noreply@civicplus.com" on behalf of "noreply@civicplus.com"
<noreply@civicplus.com>
Sent: 8 Jul 2025 13:59:57 -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 Hensley Williams
Address	168 Mosby Circle
City	Warrenton
State	VA
Zip Code	20186
Email Address	[REDACTED]
Phone Number	7038955554
Committee, Board, or Commission Type	Board of Zoning Appeals
Agenda Item	Data Centers
Comment	To Whom It May Concern: As a resident of the Town of Warrenton and Fauquier County I am very concerned about the recent initiatives to bring data centers to Fauquier County and to Warrenton. Data centers have several drawbacks to include the negative impact they have to the beautiful landscape of Warrenton and Fauquier County. They have a significant environmental impact and consume vast amounts of energy which will require more substations and infrastructure, and they contribute to C)2 emissions. Additionally, cooling systems in data centers also consume a substantial amount of power with some larger centers operating on the scale similar to a small town like Warrenton. And the energy consumption of data centers is expected to rise further due to the increasing

demand for data processing especially with the growth of AI. Another concern is the generation of electronic waste. As technology evolves, older servers and equipment become outdated and need to be replaced. This waste ends up in landfills, where toxic material then seeps into the soil and groundwater. There is also the constant noise to take into consideration and how it will affect the surrounding areas and possibly the value of property adjacent to the data center sites. Finally, as I mentioned earlier, there is the affect these buildings have on the landscape, which is horrible, just drive down 66 and see what Gainesville and Haymarket look like. Warrenton is a beautiful small town that is in need of a smart growth plan to move into the next season and to modernize to keep up with the housing growth. I don't feel that a landscape full of the data centers will be of benefit to the town or to the growth taking place. Young upwardly mobile families and new businesses aren't attracted to data centers; they are attracted towns that grow and keep up with the times will maintaining the small-town feel and landscape that Fauquier County and The City of Warrenton now provide. Not protecting this would be a shame.

Respectfully,
Elizabeth Hensley-Williams

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

From: "Susan Russell" [REDACTED]
Sent: Wed, 9 Jul 2025 12:09:17 -0400
To: "" <citizencomment@warrentonva.gov>
Subject: data centers in the town of Warrenton

[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](#)

Warrenton Town Council ~

Thank you so much for approving a zoning text amendment to ban data centers in the town. Your hard work and determination is so greatly appreciated by me and the residents of the town and county to do what so many of us wanted. Congratulations for honoring the history and integrity of our town.

I am in town at least three days a week and I often see visitors strolling around, admiring the architecture and stopping by our restaurants and shops. We still have what many small towns have lost. I think many come here to revisit the tranquility of the past. We must continue to protect and conserve our now comparatively unique way of life, which is quickly disappearing from other towns.

Job well done!

Susan Russell

--

zoning

Create your own [email signature](#)

From: "Suzan Fultz" [REDACTED]
Sent: Mon, 14 Jul 2025 19:22:23 -0400
To: "" <pmooney@warrentonva.gov>," <rfrancis@warrentonva.gov>; ""
<wsemple@warrentonva.gov>," <lkovalik@warrentonva.gov>; ""
<mohalloran@warrentonva.gov>," <egagnon@warrentonva.gov>; ""
<citizencomment@warrentonva.gov>; "wsemple@warrentonva.gov"
<wsemple@warrentonva.gov>; "pmooney@warrentonva.gov"
<pmooney@warrentonva.gov>; "mohalloran@warrentonva.gov"
<mohalloran@warrentonva.gov>
Subject: Thank you re: ZOTA 25- 1 Approval

[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 suzan.fultz@gmail.com. Learn why this is important at <https://aka.ms/LearnAboutSenderIdentification>]

Dear Members of the Town Council:

I sincerely thank each of you for casting your vote to approve ZOTA 25-1, a text amendment to remove data centers as a permissible use within the industrial district. Borne of courage, this is a landmark decision in defense of the Town of Warrenton residents; of Plan Warrenton 2040; and of the Town and County's unique character and rural beauty that is our shared heritage and legacy. Your hard work on this initiative is greatly appreciated.

Respectfully,

Suzan Fultz
7020 Beaconsfield Lane
Warrenton, VA 20187

Sent from my iPad

From: "Nate Weber" [REDACTED]
Sent: Fri, 18 Jul 2025 17:16:32 -0400
To: "" <citizencomment@warrentonva.gov>
Cc: "Family Shared Email" <nsjnaw@gmail.com>
Subject: Public Comment Regarding Ordinance 2025-11 (Academy Hill Park Easement)

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

Greetings,

I am writing as a resident of 226 Hidden Creek Lane regarding the proposed sanitary sewer easement through Academy Hill Park, identified as Easement Plat ESMT#24-5 (Parcel #6984-23-2742-000). I respectfully submit the following public comments and requests ahead of the public hearing scheduled for August 12.

First, I would appreciate the opportunity to review the detailed easement plat and project plans, particularly as they relate to:

- The precise location and dimensions of the easement;
- Its proximity to our property and the adjacent wooded areas;
- The expected timeline and duration of the construction effort.

As a nearby homeowner, we value the presence of Academy Hill Park as both a natural buffer and a recreational space. With that in mind, I would like to request clarification on the following:

1. Restoration Commitments – Will the Town require replanting of trees, reseeding of grass, or other restorative measures in areas affected by the construction?
2. Tree and Vegetation Preservation – Are there plans to minimize the removal of native fauna or wooded buffers near residential property lines? Removal of invasive species located within or near the construction site would be seen as a benefit.
3. Construction Activity – Will the Town set work hour limitations or provide advance notice to nearby residents to help mitigate the impact of construction-related noise, dust, and traffic?
4. Post-Construction Access – Will the easement allow for future utility vehicle access near residential lots?

We support the need for necessary infrastructure improvements and hope the Town will take care to preserve the environmental and community value of our properties and the park as part of this effort. Thank you in advance for your attention to these concerns and for your service to the community.

Sincerely,
Nathan & Sarah Weber
226 Hidden Creek Lane
Warrenton, VA 20186

From: "EDGAR TIPACTI" [REDACTED]
Sent: Tue, 12 Aug 2025 09:23:25 +0000
To: "citizencomment@warrentonva.gov"
<citizencomment@warrentonva.gov>
Subject: trash can

[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](#)

hi , is there something i dont know why your trash pick up guys are not taking
cardboards as a trash which are inside my trash can ?
thank you .



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

August 12th, 2025 Regular Town Council Meeting Minutes

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



Motion for Convening a Closed Session

Council Meeting Date: August 12th, 2025.

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

- ☐ As permitted by Virginia Code § 2.2-3711 (A)(1), a personnel matter involving:
☐ Discussion, consideration or interviews of prospective candidates for employment or appointment; OR
☐ assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of the Town; specifically dealing with _____ [Give department, job title(s), or job category].
- ☐ As permitted by Virginia Code § 2.2-3711 (A)(3), a matter involving:
☐ discussion or consideration of the acquisition of real property for a public purpose; OR
☐ disposition of publicly held real property specifically involving _____ [Give location of property], because discussion in an open meeting would adversely affect the City's bargaining position or negotiating strategy.
- ☐ As permitted by Virginia Code § 2.2-3711 (A)(4), a matter requiring the protection of the privacy of individuals in personal matters not involving the public business.
- ☒ As permitted by Virginia Code § 2.2-3711 (A)(7), consultation with legal counsel or briefing by staff members or consultants pertaining to:
☒ the pending case of **Citizens for Fauquier County v. the Town regarding exemptions under the Virginia Freedom of Information Act & the matter of CHARLES AND MARYGAY CROSS, ET. AL., PLAINTIFFS-PETITIONERS VS. THE TOWN COUNCIL OF THE TOWN OF WARRENTON AND THE TOWN OF WARRENTON, DEFENDANTS** where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the City.
- ☒ As permitted by Virginia Code § 2.2-3711 (A)(8), consultation with legal counsel regarding specific legal matters requiring the provision of legal advice by such counsel, relating to **Town Council and Mayor Roles**
- ☐ As permitted by Virginia Code § 2.2-3711 (A)(29), discussion of the award of a public contract for _____ [Give nature of the contract] involving the expenditure of public funds, including interviews of bidders or offerors, and discussion of the terms or scope of such contract, where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the City Council.
- ☐ As permitted by Virginia Code § _____, a matter involving: _____.

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

Votes:

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

Nays:

Absent from Vote: None

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

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

Votes:

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

Nays:

Absent from Vote: None

For Information:

Town Clerk

Effective date:

Stephen Clough, Town Recorder

A handwritten signature in black ink, appearing to read 'Stephen Clough', is written over a horizontal line. The signature is stylized with a large, sweeping 'S' and a long, trailing flourish.

A RESOLUTION ESTABLISHING A TOWN OF WARRENTON POLICY FOR ELECTRONIC MEETING PARTICIPATION UNDER VIRGINIA STATE CODE § 2.2-3708.3.

WHEREAS, The Town Council of the Town of Warrenton has identified a continued need for electronic meeting ability for the Town Council, the boards, commissions, and committees that serve the Town, and the public; and

WHEREAS, pursuant to Virginia State Code § 2.2-3708.3 individual members of a public body may use remote participation instead of attending a public meeting in person if, in advance of the public meeting, the public body has adopted a policy consistent with § 2.2-3708.3;

NOW, THEREFORE, BE IT RESOLVED that the Warrenton Town Council hereby establishes a policy under Virginia code § 2.2-3708.3 for electronic meeting participation by the Town Council and all other bodies covered by this policy as follows:

THE WARRENTON TOWN COUNCIL POLICY FOR THE REMOTE PARTICIPATION OF MEMBERS

1. AUTHORITY AND SCOPE

a. This policy is adopted pursuant to the authorization of Va. Code § 2.2-3708.3 and is to be strictly construed in conformance with the Virginia Freedom of Information Act (VFOIA), Va. Code §§ 2.2-3700—3715.

b. This policy shall not govern an electronic meeting conducted to address a state of emergency declared by the Governor or the Warrenton Town Council. Any meeting conducted by electronic communication means under such circumstances shall be governed by the provisions of Va. Code § 2.2-3708.2. This policy also does not apply to an all-virtual public meeting.

c. This policy must be reviewed and readopted annually. Va. Code § 2.2-3708.3(D).

d. This policy does not prohibit or restrict any individual member of a public body who is lawfully either participating in an all-virtual meeting or who is using remote participation from voting on matters before the public body. See Va. Code § 2.2-3708.3(D).

2. DEFINITIONS

a. “**Council**” means the Warrenton Town Council or any committee, subcommittee, or other entity of the Council

b. “**Member**” means any member of the Warrenton Town Council.

c. “**Remote participation**” means participation by an individual member of the Council by electronic communication means in a public meeting where a quorum of the Council is physically assembled, as defined by Va. Code § 2.2-3701.

d. “**Meeting**” means a meeting as defined by Va. Code § 2.2-3701.

e. **"Notify" or "notifies"** for purposes of this policy, means written notice, such as email or letter. Notice does not include text messages or communications via social media.

f. **"Person with a disability"** means a person who has a physical or mental impairment that substantially limits one or more of his major life activities or who has a record of such impairment.;

g. **"Caregiver"** means an adult related by blood, marriage, or adoption or the legally appointed guardian of the person with a disability for whom he is caring.

3. **MANDATORY REQUIREMENTS**

Regardless of the reasons why the member is participating in a meeting from a remote location by electronic communication means, the following conditions must be met for the member to participate remotely:

a) A quorum of the Council must be physically assembled at the primary or central meeting location;

b) For purposes of determining whether a quorum is physically assembled, an individual member of a public body who is either a person with a disability or who must act as a caregiver at the time of the meeting for a person with a disability, and is thus prevented from physically attending the meeting and who thus uses remote participation, will count toward the quorum as if the individual was physically present;

c) Arrangements have been made for the voice of the remotely participating member to be heard by all persons at the primary or central meeting location. If at any point during the meeting the voice of the remotely participating member is no longer able to be heard by all persons at the meeting location, the remotely participating member shall no longer be permitted to participate remotely; and

d) A statutorily conforming policy must be adopted by this Council at least once annually.

4. **PROCESS TO REQUEST REMOTE PARTICIPATION**

a. On or before the day of the meeting, and at any point before the meeting begins, the requesting member must notify the Chair of the meeting (or the Vice-Chair if the requesting member is the Chair) that they are unable to physically attend a meeting due to (i) a temporary or permanent disability or other medical condition that prevents the member's physical attendance, (ii) a family member's medical condition that requires the member to provide care for such family member, thereby preventing the member's physical attendance, (iii) their principal residence location more than 60 miles from the meeting location, or (iv) a personal matter and identifies with specificity the nature of the personal matter.

b. The requesting member shall also notify the Town staff liaison of their request, but their failure to do so shall not affect their ability to remotely participate.

c. If the requesting member is unable to physically attend the meeting due to a personal matter, the requesting member must state with specificity the nature of the personal matter. Remote participation due to a personal matter is limited each calendar year to two meetings or 25 percent of the meetings held per calendar year rounded up to the next whole number, whichever is greater. There is no limit to the number of times that a member may participate remotely for the other authorized purposes listed in 4(a)(i)–(iii) above.

d. The requesting member is not obligated to provide independent verification regarding the reason for their nonattendance, including the temporary or permanent disability or other medical condition

or the family member's disability or medical condition that prevents their physical attendance at the meeting.

e. For purposes of establishing a quorum of the Council, the requesting member shall verify whether the requesting member is requesting remote participation due to his disability or need to act as caregiver for a person with a disability, pursuant to 3(b) above; and

f. The Chair (or the Vice-Chair if the requesting member is the Chair) shall promptly notify the requesting member whether their request is in conformance with this policy, and therefore approved or disapproved.

5. **PROCESS TO CONFIRM APPROVAL OR DISAPPROVAL OF PARTICIPATION FROM A REMOTE LOCATION**

When a quorum of the Council has assembled for the meeting, the Council shall vote to determine whether:

a. The Chair's decision to approve or disapprove the requesting member's request to participate from a remote location was in conformance with this policy; and

b. The voice of the remotely participating member can be heard by all persons at the primary or central meeting location.

6. **RECORDING IN MINUTES:**

a. If the member is allowed to participate remotely due to a temporary or permanent disability or other medical condition, a family member's medical condition that requires the member to provide care to the family member, or because their principal residence is located more than 60 miles from the meeting location the Council shall record in its minutes (1) the Council's approval of the member's remote participation; and (2) a general description of the remote location from which the member participated.

b. If the member is allowed to participate remotely due to a personal matter, such matter shall be cited in the minutes with specificity, as well as how many times the member has attended remotely due to a personal matter, and a general description of the remote location from which the member participated.

c. If a member's request to participate remotely is disapproved, the disapproval, including the grounds upon which the requested participation violates this policy or VFOIA, shall be recorded in the minutes with specificity.

7. **CLOSED SESSION**

If the Council goes into closed session, the member participating remotely shall ensure that no third party is able to hear or otherwise observe the closed meeting.

8. **STRICT AND UNIFORM APPLICATION OF THIS POLICY**

This Policy shall be applied strictly and uniformly, without exception, to the entire membership, and without regard to the identity of the member requesting remote participation or the matters that will be considered or voted on at the meeting.

The Chair (or Vice-Chair) or their appointee shall maintain the member's written request to participate remotely and the written response for a period of one year, or other such time required by records retention laws, regulations, and policies.

BE IT FURTHER RESOLVED that this policy applies to all committees, subcommittees, or other entities however designated created by the Town Council to perform delegated functions of the Town Council or to advise the Town Council, including any multi-jurisdiction bodies performing such functions for the Town if similar policies have been adopted by the governing body or bodies of those jurisdictions.

BE IT FINALLY RESOLVED that this policy shall be applied strictly and without exception, to the entire membership and without regard to the identity of the member requesting remote participation or the matters that will be considered or voted on at the meeting.

Votes:

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

Nays:

Absent from Vote:

Absent from Meeting:

For Information:

Town Clerk

ATTEST: _____

Town Recorder

August 12th, 2025
Town Council
Regular Meeting

A RESOLUTION CONFIRMING THE DECLARATION OF LOCAL EMERGENCY

WHEREAS, the Town of Warrenton experienced **significant flooding** beginning on **July 16th 2025**, due to approximately 4.7 inches of rain, with over two inches falling within a thirty-minute period. As a result, multiple vehicles became trapped in floodwaters on arterial roadways, requiring the rescue of several citizens. Residents and business owners experienced flooding of their homes and businesses. Additionally, there continue to be significant impacts on our critical infrastructure; and

WHEREAS, the Town of Warrenton continued to be under a Flash Flood Warning with an additional three days of rain expected; and

WHEREAS, on July 16th, 2025, at 6:00 PM, under the Code of Virginia § 44- 146.19 Powers and duties of political subdivisions, and § 44-146.21 Declaration of local emergency, a local emergency exists in the Town of Warrenton, Virginia.

WHEREAS, that during the existence of said emergency, the powers, functions, and duties of the Emergency Manager and Emergency Management Coordinator of the Town of Warrenton shall be those prescribed by State law and the ordinances, resolutions, and approved plans of the Town including town code section Sec. 20-6. - *Emergency powers*, in order to mitigate the effects of said emergency, including:

- All Town of Warrenton assets are hereby ordered to be placed at the disposal of the Town Manager or Emergency Management Coordinator
- All Town regulations prescribing procedures for the conduct of Town business, if strict compliance would hinder necessary action in coping with the emergency, are hereby suspended. Suspension of such procedures shall be at the direction of the Town Manager or designee.
- All employees of the Town are hereby directed to exercise the utmost diligence in the discharge of duties required of them for the duration of the emergency and in the execution of emergency laws, regulations, and directives – state and local.
- All citizens are called upon and directed to comply with necessary emergency measures, to cooperate with public officials and emergency responders in executing emergency operations plans, and to obey and comply with the lawful directions of properly identified officials.

WHEREAS, by the Town Council of Warrenton, Virginia, this day, August 12th, 2025, That the Declaration of Local Emergency made by the Town Manager on July 16th, 2025, as a result of flash flooding, is hereby confirmed.

ATTACHMENT: None

Votes:

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

Nays:

Absent from Vote:

Absent from Meeting:

For Information:

Town Manager

Town Emergency Coordinator

ATTEST:

Town Recorder

**RESOLUTION APPOINTING WILLIAM R. HEMMINGSON TO THE TOWN OF WARRENTON
ARCHITECTURAL REVIEW BOARD**

WHEREAS, the Town Council of the Town of Warrenton adopted a Zoning Code which sets forth in Section 3-5.3 the Town Council is to appoint persons to the Architectural Review Board; and

WHEREAS, the Town of Warrenton has an Architectural Review Board consisting of residents, a majority of which are located in the Historic District and within the Town of Warrenton; and

WHEREAS, all members of the Architectural Review Board possess a reasonable knowledge and have a demonstrated interest in historic and architectural development of the Town; and

WHEREAS, Mr. William R. Hemmingson presented a genuine interest in serving the Town of Warrenton by serving on the Architectural Review Board and possesses a professional background as an Architect and possesses an interest within in the field of Historic Preservation and Architectural History; and

NOW THEREFORE, NOW BE IT RESOLVED, that the Town Council of the Town of Warrenton this 12th day of August, 2025, appoint William r. Hemmingson to the Architectural Review Board to fill an unexpired term, expiring and eligible for reappointment to a full four-year term on December 31, 2025.

ATTACHMENT: None

Votes:

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

Nays:

Absent from Vote:

Absent from Meeting:

For Information:

Town Clerk

ATTEST: _____
Town Recorder

A RESOLUTION OF THE WARRENTON TOWN COUNCIL APPROVING OF THE TOWN OF WARRENTON'S PARTICIPATION IN THE PROPOSED PURDUE/SACKLER SETTLEMENT OF OPIOID-RELATED CLAIMS AGAINST DEFENDANTS PURDUE/SACKLER AND ITS RELATED CORPORATE ENTITIES, AND DIRECTING THE TOWN OF WARRENTON ATTORNEY AND/OR TOWN MANAGER TO EXECUTE THE DOCUMENTS NECESSARY TO EFFECTUATE THE TOWN OF WARRENTON'S PARTICIPATION IN THE SETTLEMENTS

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

WHEREAS, the opioid epidemic that has cost thousands of human lives across the country also impacts on the Commonwealth of Virginia and its counties, cities and towns, including the Town of Warrenton, by adversely impacting the delivery of emergency medical, law enforcement, criminal justice, mental health and substance abuse services, and other services by the Town's various departments and agencies; and

WHEREAS, the Commonwealth of Virginia and its counties, cities, and towns, including Warrenton, have been required and will continue to be required to allocate substantial taxpayer dollars, resources, staff energy and time to address the damage the opioid epidemic has caused and continues to cause the citizens of the Commonwealth and Warrenton; and

WHEREAS, settlement proposals have been negotiated that will cause Purdue and Sackler to pay billions of dollars nationwide to resolve opioid-related claims against them and

WHEREAS, the Town seeks recovery of the public funds previously expended and to be expended in the future to abate the consequences and harms of the opioid epidemic; and

WHEREAS, the Town Attorney has reviewed the available information about the proposed settlements and has recommended that the Town participate in the settlements, and

WHEREAS, previously the Town Council approved a resolution on March 14, 2023, to participate in previous negotiated opioid settlements against Teva, Allergan, Walmart, Walgreens and CVS that paid billions of dollars nationwide to resolve opioid-related claims against them and

NOW, THEREFORE, BE IT RESOLVED that the Warrenton Town Council, this ____ Day of ____, 2025, approves of the Town's participation in the proposed settlement of opioid-related claims against Purdue and Sackler, and their related corporate entities, and directs the Town Attorney and/or the Town Manager to execute the documents necessary to effectuate the Town's participation in the settlements, including the required release of claims against settling entities.

ATTACHMENT: Memorandum of Understanding

Votes:

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

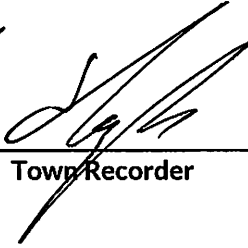
Nays:

Absent from Vote:

Absent from Meeting:

For Information:
Town Attorney

ATTEST: _____

Town Recorder

Draft

RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF WARRENTON, VIRGINIA DECLARING ITS INTENTION TO REIMBURSE ITSELF FROM THE PROCEEDS OF ONE OR MORE TAX-EXEMPT FINANCINGS FOR CERTAIN EXPENDITURES MADE AND/OR TO BE MADE IN CONNECTION WITH TOWN CAPITAL PROJECTS

WHEREAS, the Town of Warrenton, Virginia (the "Town") is a political subdivision organized and existing under the laws of the Commonwealth of Virginia; and

WHEREAS, the Town has paid, beginning no earlier than sixty days prior to adoption of this resolution, and will pay, on and after the date hereof, certain expenditures (the "Expenditures") in connection with Town general fund and utility projects identified in the Town's capital improvement plan and/or capital items identified in the Town's fiscal year 2026 budget (the "Projects"); and

WHEREAS, the Town Council of the Town (the "Council") has determined that those moneys previously advanced no earlier than sixty days prior to the date of this resolution and to be advanced on and after the date hereof to pay the Expenditures are available only for a temporary period and it is necessary to reimburse the Town for the Expenditures from the proceeds of one or more issues of tax-exempt notes, bonds or similar obligations (together, the "Bonds"); and

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF WARRENTON, VIRGINIA, AS FOLLOWS:

Section 1. The Council hereby declares the Council's intent to reimburse the Town with the proceeds of the Bonds for Expenditures with respect to the Projects made on and after sixty days prior to the date of adoption of this resolution. The Town reasonably expects on the date hereof that it will reimburse itself for the Expenditures with the proceeds of the Bonds.

Section 2. Each Expenditure was and will be either (a) of a type properly chargeable to a capital account under general federal income tax principles (determined in each case as of the date of the Expenditures), (b) a cost of issuance with respect to the Bonds, (c) a nonrecurring item that is not customarily payable from current revenues, or (d) a grant to a party that is not related to or an agent of the Town so long as such grant does not impose any obligation or condition (directly or indirectly) to repay any amount to or for the benefit of the Town.

Section 3. The maximum principal amount of the Bonds expected to be issued for the Projects is \$21,700,000.

Section 4. The Town will make a reimbursement allocation, which is a written allocation by the Town that evidences the Town's use of proceeds of the Bonds to reimburse an Expenditure, no later than 18 months after the later of the date on which the Expenditure is paid or the Projects are placed in service or abandoned, but in no event more than three years after the date on which the Expenditure is paid. The Town recognizes that exceptions are available for certain "preliminary expenditures," costs of issuance, certain de minimis amounts, expenditures by "small issuers" (based on the year of issuance and not the year of expenditure) and expenditures for construction projects of at least 5 years.

Section 5. This resolution shall take effect immediately upon its passage.

The Town Recorder of the Town Council of the Town of Warrenton, Virginia hereby certifies that the above-referenced resolution was adopted by a majority vote of the Town Council at a regular meeting of the Town Council, duly called and held on July 8, 2025, during an open meeting, as follows:

Votes:

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

Nays:

Absent from Vote:

Absent from Meeting:

For Information:

Finance & Procurement Director

Town Attorney

ATTEST:



Town Recorder