



Office of the Town Manager
Frank Cassidy

Warrenton Town Council

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STAFF REPORT

Council Meeting Date:	January 13 th , 2026
Agenda Title:	Review Encompass Community Supports (Fauquier Senior Center) use of 18 Court Street
Requested Action:	Receive the Information
Department / Agency Lead:	PW – Facilities Management
Staff Lead:	Johnny Switzer, Fleet and Facilities Manager

EXECUTIVE SUMMARY

Following the emergency closure of the Warrenton Community Center due to parking safety concerns, the Town of Warrenton, Fauquier County, and Encompass Community Supports (ECS) have collaborated to relocate senior services. The Warrenton Senior Center successfully reopened on **December 16, 2025**, at 18 Court Street.

This report requests Council authorization to continue discussions and finalize a formal **Memorandum of Agreement (MOA)** with ECS. This agreement codifies the temporary use of the Municipal Building, ensuring our senior residents maintain access to meals, social connection, and safety programs while a permanent, long-term facility is identified.

BACKGROUND

In late 2025, facility disruptions at the previous community center necessitated an immediate solution to prevent isolation among the Town's aging population. A multi-agency task force—including the Town, Fauquier County Government, the Fauquier County Sheriff's Office, and the Warrenton Police Department—identified the former Municipal Building at 18 Court Street as the most viable temporary site.

The Senior Center currently operates at this location four days per week. The transition was supported by community donations, such as food warming equipment from local businesses, and a coordinated transportation plan. ECS, acting as the Area Agency on Aging, manages the daily operations, while the Town provides the facility and infrastructure.

STAFF RECOMMENDATION

Staff recommend that the Town Council authorize the Town Manager to proceed with negotiations and draft the Memorandum of Agreement with Encompass Community Supports for the temporary use of 18 Court Street. The final MOA will be subject to legal review and approval by the Town Attorney prior to appearing before the Town Council for approval.

Service Level/Collaborative Impact

The partnership provides a robust "safety net" for local seniors through the following service levels:

- **Safety & Education:** Through the **TRIAD partnership**, the Sheriff's Office and Warrenton Police Department provide education at the center to protect seniors from frauds, scams, and elder crimes.
- **Accessibility:** To address previous safety concerns, a specific logistics plan is in place. Seniors utilize dedicated parking at John Marshall and West Lee Street, with **Encompass providing shuttle transportation** directly to the front door of 18 Court Street.
- **Nutritional Support:** The facility supports the senior meal program, aided by community-donated equipment (e.g., electric food warmers).

Policy Direction/Warrenton Plan 2040

This action aligns with the Town's commitment to resident well-being and inter-jurisdictional cooperation. By providing this space, the Town fulfills a critical social need and demonstrates "what partnership looks like" by maintaining essential services during unexpected facility disruptions.

Legal & Fiscal Impact

Legal:

- **MOA Framework:** The draft agreement will establish a temporary term with a 60-day termination notice.
- **Legal Review:** Following Council direction, the document will undergo formal legal review to ensure appropriate indemnification, insurance requirements, and adherence to Virginia law.
- **Priority of Use:** The MOA explicitly reserves the Town's right to priority use of the space for municipal needs or other Town-authorized third parties.

Fiscal:

- **Facility Costs:** The Town is currently responsible for all utility payments and routine maintenance of 18 Court Street.
- **Liability:** ECS is required to maintain general liability insurance naming the Town as an additional insured.
- **Operational Costs:** ECS and Fauquier County manage the operational costs of the programs, staffing, and specialized transportation, resulting in no direct programming cost to the Town.

ATTACHMENTS
