

Joseph N. Quesenberry
Town Manager

Melissa W. Coates
Assistant Town Manager

Julia Blackley - Rice
Clerk – Treasurer

Sean L. Peterson
Chief of Police

Sands Anderson Law Firm
Town Attorney



COUNCIL MEMBERS

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Paul G. Yackel - *Vice Mayor*

Ogle E. Forrest, Sr.

Faron H. Hamblin

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MEMORANDUM

TO: Warsaw Town Council

FROM: Joseph N. Quesenberry, Town Manager

DATE: 01/09/2025

RE: Town Manager's Report

Dear Council Members,

Please find my Town Manager's report for the month of December and the beginning of January. As always, please let me know if you have any questions or wish to discuss any items in particular.

1. Christmas Town

We're pleased to report that Christmas Town 2024 was a huge success! We estimated 12,000 attendees this year throughout the day, particularly near the parade time. Parking and pedestrian access ran much smoother this year, and we continue to learn lessons as go forward. I want to thank our entire staff for working 14-16 hours that day in various capacities, all of the various agencies and organizations that assisted us with safety and traffic control, and to our residents for their patience and for coming out to support the event. A HUGE thank you goes out to our many sponsors that made this financially possible.

2. Economic Development

Town staff members have been working diligently with several mixed-use developers that plan to submit proposals to the Town within 2025. At this time, we have been contacted by or held meetings with five (5) residential/commercial developers across different parcels in Town, and two (2) strictly commercial developers. We will keep you posted as these progress.

Regarding our economic development strategy for 2025, Town staff members are dedicating additional time and resources towards pursuing a hotel establishment. The lack of moderately priced overnight accommodation leaves us at a disadvantage, both directly due to a lack of transient occupancy tax revenues, and indirectly with being unable to support large-scale events, regional meetings, etc. We will continue to pursue options and opportunities and will bring them to you in the near future.

3. Budget Preparation

We are happy to report that we are at the beginning stages of our annual budget preparation process. All Department Heads have submitted their Capital Improvement Plan requests, and I will be working to update the budget accordingly and will present it to the Planning Commission and Council for their review. With our downtown revitalization phase now nearing completion, we plan to focus on infrastructure and facilities, such as the Wastewater Treatment Plant, Remote Water Meter systems, etc. We'll reach out in the coming weeks to schedule budget work sessions.

4. Weather Event

Town Police and Public Works employees successfully ensured the Town functioned properly during the recent snow and below freezing temperatures. Town Police did an excellent job of traveling through the neighborhoods, assisting disabled vehicles, and keeping the public informed of any issues along side streets. We want to also thank VDOT and NNEC crews for their prompt attention and diligence throughout Town and the community at large.

5. New Council Member Onboarding

The Mayor, Assistant Town Manager, and I met with Council Members Palmore and Walters to introduce them to the Town Council. We provided copies of the adopted budget, Virginia FOIA documents, VML information, and the Council Code of Conduct. We also discussed upcoming plans and projects to ensure a smooth transition to the Council. We look forward to working together for the betterment of our beautiful Town!

6. Mandatory FOIA Training

Per the Virginia State Code, all Council Members elected during this cycle will have to attend FOIA training. The Town's FOIA Officer, Mrs. Blackley-Rice, will be reaching out to you regarding dates and times for this to occur.