

Town of Strasburg



FY 2020 - 2021 Amended Budget

TOWN OF STRASBURG, VIRGINIA

Strasburg, Virginia

OFFICIALS

Brandy Boies, Mayor
Wyatt Pearson, Town Manager
Angela Fletcher, Director of Finance

TOWN COUNCIL

S. John Massoud
Taralyn Nicholson
Dane Hooser
Christie Monahan

Emily Reynolds
Doreen Ricard
Paul Weaver
Ken Cherrix, Vice Mayor

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G/L CODE	GENERAL FUND REVENUE	2020-21
10-3300-2001	AUTO RENTAL TAX	4,000
10-3310-1000	REAL ESTATE TAXES	951,234
10-3310-1001	REAL ESTATE TAXES - DELINQUENT	20,000
10-3310-2000	PERSONAL PROPERTY TAXES	391,210
10-3310-2001	PERSONAL PROPERTY TAXES - DELINQUENT	13,000
10-3310-2300	PERSONAL PROPERTY TAX RELIEF (GILMORE- STATE)	138,900
10-3310-2500	MACHINERY & TOOLS	311,900
10-3310-2501	MACHINERY & TOOLS - DELINQUENT	500
10-3310-3000	BANK FRANCHISE	114,712
10-3310-4000	FRANCHISE -OTHER	10,700
10-3310-5000	PENALTIES	30,000
10-3310-5500	INTEREST FROM TAXES	5,400
10-3310-6000	UTILITY TAX COLLECTION	135,000
10-3310-6100	COMMUNICATION TAX	72,220
10-3310-6101	CIGARETTE TAX	121,000
10-3320-1000	MOTOR VEHICLE LICENSE FEE	142,000
10-3320-1500	DMV STOP FEES	15,000
10-3320-2000	ZONING & PERMIT FEES	28,000
10-3320-3000	BUSINESS LICENSE TAXES	97,500
10-3320-4000	MEALS TAX	825,800
10-3320-4100	LODGING TAX	154,140
10-3320-4300	PROFFERS	15,000
10-3330-2000	ROLLING STOCK	4,500
10-3330-3000	SALES TAX	450,060
10-3330-4000	LAW ENFORCEMENT - STATE AID	113,600
10-3330-5000	RIGHT OF WAY FEE	22,500
10-3330-6000	HIGHWAY MAINTENANCE - STATE AID	612,500
10-3330-7000	GRANTS RECEIVED	-
10-3330-7005	GRANTS- PUBLIC SAFETY	85,000
10-3330-7010	CARES ACT GRANT	464,295
10-3330-7020	DOWNTOWN STREETScape GRANT - VDOT	1,080,000
10-3330-7026	BUSINESS PARK - PHASE I BRIDGE LOAN	1,500,000
10-3330-7035	TRANSFER FROM FUND BALANCE STREETScape - TOWN SH	400,000
10-3330-7036	VISITOR CENTER REVENUE	34,800
10-3330-7040	SPECIAL EVENT REVENUE	13,700
10-3340-1000	FINES AND COST	35,000
10-3350-3000	PETTY CASH	100
10-3350-4000	MISCELLANEOUS RECEIPTS	11,000
10-3350-7000	INTEREST INCOME	19,000
10-3350-7026	VA COMMISSION FOR ARTS GRANT	4,500
10-3350-7500	LEASE RECEIPTS	-
10-3350-7800	PROCEEDS FROM BORROWING	66,000
10-5310-1000	ADMISSIONS RECEIPTS	30,600
10-5310-1500	SWIMMING LESSONS	6,500
10-5310-2000	CONCESSIONS RECEIPTS	24,480
10-5310-3000	RENTAL FEES	10,000
10-5310-6000	RECREATION PROGRAMMING	500
10-5310-7000	MISCELLANEOUS RECREATION RECEIPTS	3,000
TOTAL GENERAL FUND REVENUE		8,588,851

WATER FUND REVENUE		
20-3360-1000	WATER REVENUE	2,455,922
20-3360-2000	WATER AVAILABILITY FEE	39,000
20-3360-3000	WATER PENALTIES	50,000
20-3360-3100	WATER TAP FEE	15,000
20-3360-3200	INSPECTION FEES	1,000
20-3360-6000	MISCELLANEOUS RECEIPTS	4,805
20-3360-7000	WATER INTEREST INCOME	13,000
20-3360-7500	PROCEEDS FROM BORROWING	-
20-3350-7600	LEASE RECEIPTS	65,000
20-3360-9400	TRANSFER FROM FUND BALANCE	74,300
TOTAL WATER FUND REVENUE		2,718,027

SEWER FUND REVENUE		
30-3370-1000	SEWER REVENUE	2,309,528
30-3370-2000	SEWER PENALTIES	50,000
30-3370-3000	SEWER AVAILABILITY FEE	176,000
30-3370-3100	SEWER TAP FEES	15,000
30-3370-3200	INSPECTION FEES	500
30-3370-6000	MISCELLANEOUS RECEIPTS	2,500
30-3370-7000	SEWER INTEREST INCOME	18,500
30-3370-9400	TRANSFER FROM FUND BALANCE	591,701
30-3370-7500	PROCEEDS FROM BORROWING	-
TOTAL SEWER FUND REVENUE		3,163,729

TRASH REVENUE TRASH		
40-3480-1000	COLLECTION FEES	434,490
40-3480-1002	COLLECTION FEES RECYCLING	-
TOTAL TRASH REVENUE		434,490

TOTAL REVENUE		14,905,097
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ADMINISTRATION SALARIES & BENEFITS

10-4411-2000	MAYOR & TOWN COUNCIL	32,500
10-4411-3500	PLANNING COMMISSION	4,200
10-4411-7000	SALARIES & WAGES-REGULAR	153,562
10-4411-8000	SALARIES & WAGES-PART TIME	65,801
10-4411-9000	SALARIES & WAGES OVERTIME	2,000
10-4411-9001	FICA - ADMINISTRATIVE	19,746
10-4411-9002	VRS - ADMINISTRATIVE	12,785
10-4411-9003	HEALTH INSURANCE	15,497

TOTAL ADMIN. SALARIES 306,091

ADMINISTRATION EXPENSES

10-4412-1600	INSURANCE PREMIUMS	15,000
10-4412-1700	ADVERTISING	3,000
10-4412-1800	ENGINEERING SERVICES	2,000
10-4412-1900	LEGAL SERVICES	50,000
10-4412-2000	CONTRACTUAL SERVICES	23,910
10-4412-2020	DMV STOP FEE	15,000
10-4412-2100	PROFESSIONAL SERVICES	14,000
10-4412-2101	GRANT EXPENSE	17,000
10-4412-2200	TELEPHONE	5,000
10-4412-2300	ELECTRICITY	8,300
10-4412-2500	FUEL HEAT	1,250
10-4412-2600	GAS, GREASE, & OIL	250
10-4412-2800	MATERIALS & SUPPLIES	15,000
10-4412-2855	COMPUTERS & SOFTWARE	6,000
10-4412-2900	MEMBERSHIP DUES	1,600
10-4412-3000	MISCELLANEOUS	5,000
10-4412-3100	LIBRARY SUPPORT	16,750
10-4412-3201	I/T SUPPORT	3,838
10-4412-3300	BUILDING MAINTENANCE	6,000
10-4412-3700	TRAVEL & TRAINING	4,500
10-4412-3701	TRAVEL & TRAINING/COUNCIL	6,000
10-4412-3710	CODIFICATION	3,000
10-4412-5000	94 VRA - STORM DRAIN DEBT	-
10-4412-5500	TOWN HALL DEBT	-
10-4412-7500	MUSEUM SUPPORT	10,000
10-4412-7700	PROJECTS	6,000
10-4412-7701	SHENANDOAH CTY TOURISM	-
10-4412-8000	RESCUE SQUAD SUPPORT	35,000
10-4412-8100	FIRE DEPT. SUPPORT	35,000
10-4412-8120	BUILDING DEBT/FIRE DEPT	-
10-4412-8500	ELECTION EXPENSE	-
10-4412-8600	BUSINESS PARK PHASE I/SIGNAGE/ DEBT	165,000
10-4412-9000	CONTINGENCY EXPENSES	136,563
10-4412-8600	Business Park Phase I Debt	
10-5900-4200	CARES ACT EXPENSES	464,295

TOTAL ADMIN. EXPENSES 1,074,256

ADMIN. CAPITAL OUTLAY

10-4413-0400	CAPITAL	2,980,000
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TOTAL ADMIN CAP OUTLAY 2,980,000

TOTAL ALL ADMINISTRATION 4,360,347

PLANNING/ ZONING SALARIES & BENEFITS

10-4421-7000	SALARIES & WAGES-REGULAR	33,901
10-4421-9001	FICA - PLANNING/ZONING	2,593
10-4421-9002	VRS - PLANNING/ZONING	2,760
10-4421-9003	HEALTH INSURANCE	2,314
10-4421-9005	CELL STIPEND	-

TOTAL PLANNING/ZONING SALARIES 41,568

PLANNING/ZONING EXPENSES

10-4422-1700	ADVERTISING	2,125
10-4422-2000	CONTRACTUAL SERVICES	40,000
10-4422-2101	GRANT EXPENSE	1,250
10-4422-2800	MATERIALS & SUPPLIES	1,000
10-4422-2900	MEMBERSHIP DUES	450
10-4422-3000	MISCELLANEOUS	100
10-4422-3201	I/T SUPPORT	430
10-4422-3700	TRAVEL & TRAINING	2,000
10-4422-3800	PLANNING DISTRICT COMM.	9,000

Total Planning & Zoning Expenses 56,355

PLANNING/ZONING CAPITAL

CAPITAL -

TOTAL P&Z CAPITAL -

TOTAL ALL PLANNING/ZONING 97,923

PUBLIC WORKS SALARIES & BENEFITS

10-4431-7000	SALARIES & WAGES-REGULAR	498,654
10-4431-8000	SALARIES & WAGES-PART TIME	67,432
10-4431-9000	SALARIES & WAGES-OVERTIME	25,000
10-4431-9001	FICA - PUBLIC WORKS	45,218
10-4431-9002	VRS - PUBLIC WORKS	47,320
10-4431-9003	HEALTH INSURANCE	77,195
10-4431-9005	CELL STIPEND	1,200

TOTAL PW SALARIES **762,019**

PUBLIC WORKS EXPENSES

10-4432-1600	INSURANCE PREMIUMS	18,000
10-4432-2000	CONTRACTUAL SERVICES	14,480
10-4432-2200	TELEPHONE	6,000
10-4432-2300	ELECTRICITY	7,000
10-4432-2400	STREET LIGHTS	88,000
10-4432-2500	FUEL	4,000
10-4432-2600	GAS, GREASE, & OIL	13,000
10-4432-2700	TIRES & TUBES	2,800
10-4432-2800	MATERIALS & SUPPLIES	13,000
10-4432-2850	PERMITS/DUES	500
10-4432-2855	COMPUTERS & SOFTWARE	2,500
10-4432-3000	MISCELLANEOUS	1,800
10-4432-3201	I/T SUPPORT	5,000
10-4432-3300	BUILDING MAINTENANCE/RENT	4,500
10-4432-3400	REPAIRS EQUIPMENT	20,000
10-4432-3500	REPAIRS STREETS - TOWN SHARE	45,000
10-4432-3600	REPAIRS STREETS - STATE	612,232
10-4432-3700	TRAVEL & TRAINING	4,925
10-4432-3800	MISS UTILITY	550
10-4432-4000	UNIFORMS	6,000
10-4432-4300	VEHICLE/EQUIPMENT PAYMENTS	22,509
10-4432-4700	STORM WATER MANAGEMENT	10,000
10-4432-4800	EQUIPMENT	11,000
10-4432-4900	HORTICULTURE	18,000
10-4432-5100	VRA 2014A LOAN DPW BLDG PRINCIPAL	27,000
10-4432-5110	VRA 2014A LOAN DPW BLDG INTEREST	20,958

TOTAL PW EXPENSES **978,754**

PUBLIC WORKS CAPITAL OUTLAY

CAPITAL -

TOTAL PUBLIC WORKS CAP OUTLAY -

TOTAL ALL PUBLIC WORKS **1,740,773**

PUBLIC SAFETY SALARIES & BENEFITS

10-4441-7000	WAGES & SALARIES-REGULAR	1,006,848
10-4441-7010	WAGES & SALARIES-PART TIME	61,144
10-4441-9000	PATROL OVERTIME	91,800
10-4441-9001	FICA - PUBLIC SAFETY	88,727
10-4441-9002	VRS - PUBLIC SAFETY	89,431
10-4441-9003	HEALTH INSURANCE	147,156
10-4431-9005	CELL STIPEND	1,440

TOTAL PUBLIC SAFETY SALARIES**1,486,546****PUBLIC SAFETY EXPENSES**

10-4442-1600	INSURANCE PREMIUMS	67,214
10-4442-2000	CONTRACTUAL SERVICES	81,835
10-4442-2200	TELEPHONE	10,500
10-4442-2600	GAS, GREASE, & OIL	18,000
10-4442-2700	TIRES & TUBES	3,000
10-4442-2800	MATERIALS & SUPPLIES	6,000
10-4442-2850	EQUIPMENT	15,000
10-4442-2855	COMPUTERS & SOFTWARE	4,362
10-4442-2900	MEMBERSHIP DUES	2,500
10-4442-3000	MISCELLANEOUS	4,500
10-4442-3201	I/T SUPPORT	11,100
10-4442-3400	REPAIRS EQUIPMENT	24,975
10-4442-3700	TRAVEL & TRAINING	17,500
10-4442-3900	COMMUNITY POLICING	8,000
10-4442-4000	UNIFORMS	22,000
10-4442-4300	VEHICLE PAYMENTS	46,544
10-4442-4400	FIREARMS/RANGE	7,500
10-4442-7000	GRANT EXPENSE	85,000

TOTAL PUBLIC SAFETY EXPENSES**435,530****PUBLIC SAFETY CAPITAL OUTLAY**

CAPITAL 66,000

TOTAL PS CAPITAL OUTLAY

66,000

TOTAL ALL PUBLIC SAFETY**1,988,076**

ECON DEVELOPMENT SALARIES & BENEFITS

10-4461-7000	SALARIES & WAGES-REGULAR	54,805
10-4461-9000	SALARIES & WAGES-OVERTIME	1,000
10-4461-9001	FICA - ECON DEV	4,193
10-4461-9002	VRS -ECON DEV	4,461
10-4461-9003	HEALTH INSURANCE	8,373
10-4461-9005	CELL STIPEND	225

TOTAL ECONOMIC DEV SALARIES **73,057**

ECON DEVELOPMENT EXPENSES

10-4462-1700	ADVERTISING	1,000
10-4462-2101	GRANT EXPENSE	9,000
10-4462-2400	PURCHASE FOR RESALE	6,000
10-4462-2800	MATERIALS & SUPPLIES	1,000
10-4462-2855	COMPUTERS & SOFTWARE	1,000
10-4462-2900	MEMBERSHIP DUES	1,300
10-4462-3000	MISCELLANEOUS	250
10-4462-3201	I/T SUPPORT	1,700
10-4462-3700	TRAVEL & TRAINING	8,750
10-4462-7000	PROJECTS & PROGRAMS	22,500
10-4462-7200	TOURISM	21,000
10-4462-7250	VISITOR CENTER EXPENSES	29,500

TOTAL ECONOMIC DEV. EXPENSES **103,000**

ECON DEVELOPMENT CAPITAL OUTLAY

CAPITAL -

TOTAL ECON DEV CAPITAL **-**

TOTAL ALL ECON DEVELOPMENT **176,057**

PARKS & RECREATION SALARIES		
10-5411-7000	SALARY & WAGES PART TIME	79,322
10-5411-9000	OVERTIME PAY	640
10-5411-9001	FICA - RECREATION	6,113
<u>TOTAL PARKS & RECREATION SALARIES</u>		<u>86,075</u>
PARKS & REC EXPENSES		
10-5412-1600	INSURANCE PREMIUMS	6,000
10-5412-1700	ADVERTISING	2,400
10-5412-1900	CHEMICALS	9,000
10-5412-2000	CONTRACTUAL SERVICES	6,000
10-5412-2101	GRANT EXPENSE	10,000
10-5412-2200	TELEPHONE	-
10-5412-2300	ELECTRICITY	9,500
10-5412-2400	PURCHASE FOR RESALE	11,000
10-5412-2800	MATERIAL & SUPPLIES	7,000
10-5412-2860	PARK MAINTENANCE	37,000
10-5412-3000	MISCELLANEOUS	1,500
10-5412-3300	BUILDING MAINTENANCE	2,000
10-5412-3400	REPAIRS EQUIPMENT	4,300
10-5412-4000	EVENT EXPENSES	22,900
10-5412-7000	RECREATIONAL PROGRAMMING	1,000
<u>TOTAL PARKS & RECREATION EXPENSES</u>		<u>129,600</u>
<u>CAPITAL OUTLAY RECREATION</u>		<u>10,000</u>
<u>TOTAL ALL PARKS & RECREATION</u>		<u>225,675</u>

<u>TOTAL ALL GENERAL FUND</u>		<u>8,588,851</u>
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WATER FUND EXPENSES**ADMINISTRATION SALARIES**

20-4411-7000	SALARIES & WAGES-REGULAR	143,190
20-4411-8000	SALARIES & WAGES-PART TIME	5,770
20-4411-9000	SALARIES & WAGE -OVERTIME	2,000
20-4411-9001	FICA - WATER ADMIN.	11,718
20-4411-9002	VRS - WATER ADMIN.	11,656
20-4411-9003	HEALTH INSURANCE	15,041

TOTAL ADMIN. SALARIES**189,375****ADMINISTRATION EXPENSES**

20-4412-1600	INSURANCE PREMIUMS	7,200
20-4412-1800	ENGINEERING SERVICES	1,200
20-4412-1900	LEGAL SERVICES	6,000
20-4412-2000	CONTRACTUAL SERVICES	15,438
20-4412-2100	PROFESSIONAL SERVICES	14,000
20-4412-2200	TELEPHONE	3,000
20-4412-2300	ELECTRICITY	8,000
20-4412-2500	FUEL-HEAT	800
20-4412-2800	MATERIALS & SUPPLIES	15,000
20-4412-2855	COMPUTERS & SOFTWARE	4,500
20-4412-2900	MEMBERSHIP DUES	1,000
20-4412-3000	MISCELLANEOUS	1,800
20-4412-3201	I/T SUPPORT	5,128
20-4412-3300	BUILDING MAINTENANCE	6,000
20-4412-3700	TRAVEL & TRAINING	4,000
20-4412-9000	CONTINGENCY EXPENSE	103,341

TOTAL ADMIN. EXPENSES.**196,407****ADMINISTRATION -- CAPITAL**

NON-RECURRING CAPITAL -

TOTAL ADMIN. CAP OUTLAY WATER

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TOTAL ALL WATER ADMINISTRATION**385,782**

PLANNING/ ZONING SALARIES & BENEFITS

20-4421-7000	SALARIES & WAGES-REGULAR	16,951
20-4421-9001	FICA - PLANNING/ZONING	1,297
20-4421-9002	VRS - PLANNING/ZONING	1,380
20-4421-9003	HEALTH INSURANCE	1,800

TOTAL SALARIES **21,428**

PLANNING/ZONING EXPENSES

20-4422-2800	MATERIALS & SUPPLIES	900
20-4422-2900	MEMBERSHIP DUES	250
20-4422-3000	MISCELLANEOUS	100
20-4422-3201	I/T SUPPORT	180
20-4422-3700	TRAVEL & TRAINING	1,000

TOTAL PLANNING/ZONING WATER **2,430**

PLANNING/ZONING CAPITAL

CAPITAL -

TOTAL PLANNING/ZONING CAPITAL -

TOTAL ALL PLANNING/ZONING **23,858**

WATER PW SALARIES & BENEFITS		
20-4431-7000	SALARIES & WAGES REGULAR	227,600
20-4431-8000	SALARIES & WAGES - PART TIME	33,713
20-4431-9000	SALARIES & WAGES - OVERTIME	20,000
20-4431-9001	FICA - WATER OPERATING	21,521
20-4431-9002	VRS - WATER OPERATING	22,497
20-4431-9003	HEALTH INSURANCE	37,193
20-4431-9005	EMPLOYEE STIPEND	600

TOTAL WATER PW SALARIES **363,124**

WATER PUBLIC WORKS EXPENSES		
20-4432-1600	INSURANCE PREMIUMS	13,000
20-4432-2000	CONTRACTUAL SERVICES	7,480
20-4432-2200	TELEPHONE	6,000
20-4432-2300	ELECTRICITY	7,000
20-4432-2500	FUEL	4,000
20-4432-2600	GAS, GREASE, & OIL	14,000
20-4432-2700	TIRES & TUBES	2,800
20-4432-2800	MATERIAL & SUPPLIES	13,000
20-4432-2850	PERMITS & DUES	500
20-4432-2855	COMPUTERS & SOFTWARE	2,500
20-4432-3000	MISCELLANEOUS	1,800
20-4432-3201	I/T SUPPORT	3,625
20-4432-3300	BUILDING MAINTENANCE/RENT	4,500
20-4432-3400	REPAIRS EQUIPMENT	20,000
20-4432-3700	TRAVEL & TRAINING	4,713
20-4432-3800	MISS UTILITY	550
20-4432-4000	UNIFORMS	6,000
20-4432-4300	VEHICLE/EQUIPMENT PAYMENTS	21,847
20-4432-4400	WATER METERS	40,000
20-4432-4500	WATER INFRASTRUCTURE REPAIRS	180,000
20-4432-4800	EQUIPMENT	11,000
20-4432-5100	VRA 2014A LOAN DPW BLDG/PRINCIPAL	54,000
20-4432-5110	VRA 2014A LOAN DPW BLDG/ INTEREST	41,916

TOTAL PUBLIC WORKS-WATER EXPENSES **460,231**

PUBLIC WORKS CAPITAL OUTLAY WATER
CAPITAL -

TOTAL CAP OUTLAY PUBLIC WORKS WATER -

TOTAL ALL WATER PUBLIC WORKS **823,355**

WATER PLANT SALARIES & BENEFITS

20-4451-7000	SALARIES & WAGES - REGULAR	369,394
20-4451-8000	SALARIES & WAGES-PART TIME	-
20-4451-9000	SALARIES & WAGES - OVERTIME	14,000
20-4451-9001	FICA - WATER PLANT	28,260
20-4451-9002	VRS - WATER PLANT	30,069
20-4451-9003	HEALTH INSURANCE	42,866
20-4451-9005	CELL STIPEND	840

TOTAL WATER PLANT SALARIES **485,429**

WATER PLANT EXPENSES

20-4452-1600	INSURANCE PREMIUMS	32,000
20-4452-1900	WATER PLANT CHEMICALS	61,000
20-4452-2000	CONTRACTURAL SERVICES	42,500
20-4452-2200	TELEPHONE	3,500
20-4452-2300	ELECTRICITY	92,500
20-4452-2500	FUEL/LP	6,000
20-4452-2600	GAS, GREASE, & OIL	3,000
20-4452-2800	MATERIALS & SUPPLIES	5,300
20-4452-2850	PERMIT/DUES	11,000
20-4452-2855	COMPUTERS & SOFTWARE	2,500
20-4452-2900	LAB OPERATING	10,700
20-4452-3000	MISCELLANEOUS	3,800
20-4452-3100	TESTING	11,600
20-4452-3201	I/T SUPPORT	4,800
20-4452-3300	BUILDING MAINTENANCE	10,900
20-4452-3400	REPAIRS EQUIPMENT	48,500
20-4452-3700	TRAVEL & TRAINING	6,300
20-4452-4000	UNIFORMS	5,500
20-4452-4300	VEHICLE PAYMENTS	-
20-4452-4700	EQUIPMENT	8,000
20-4452-4900	TANK MAINTENANCE	77,000
20-4452-5000	WTP LOAN-RURAL DEV	481,120

TOTAL WATER PLANT EXPENSES **927,520**

WATER CAPITAL OUTLAY

CAPITAL 28,000

TOTAL WATER CAP OUTLAY **28,000**

TOTAL ALL WATER PLANT **1,440,949**

ECON DEVELOPMENT SALARIES & BENEFITS

20-4461-7000	SALARIES & WAGES-REGULAR	27,404
20-4461-9000	SALARIES & WAGES-OVERTIME	500
20-4461-9001	FICA - ECON DEV	2,096
20-4461-9002	VRS - ECON DEV	2,231
20-4461-9003	HEALTH INSURANCE	4,187
20-4461-9005	CELL STIPEND	113

TOTAL SALARIES **36,531**

ECON DEVELOPMENT EXPENSES		
20-4462-1700	ADVERTISING	500
20-4462-2101	GRANT EXPENSE	625
20-4462-2800	MATERIALS & SUPPLIES	250
20-4462-2855	COMPUTERS & SOFTWARE	500
20-4462-2900	MEMBERSHIP DUES	327
20-4462-3000	MISCELLANEOUS	125
20-4462-3201	I/T SUPPORT	850
20-4462-3700	TRAVEL & TRAINING	4,375

<u>TOTAL ECON DEVELOPMENT EXPENSES</u>	<u>7,552</u>
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ECON DEVELOPMENT CAPITAL

CAPITAL	-
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<u>TOTAL ECON DEV CAPITAL</u>	-
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TOTAL ALL ECON DEVELOPMENT	44,083
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TOTAL WATER FUND EXPENSES	2,718,027
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SEWER FUND EXPENSES**ADMINISTRATION SALARIES & BENEFITS**

30-4411-7000	SALARIES & WAGES - REGULAR	143,190
30-4411-8000	SALARIES & WAGES - PART TIME	5,770
30-4411-9000	SALARIES & WAGES - OVERTIME	2,000
30-4411-9001	FICA - SEWER ADMIN.	11,713
30-4411-9002	VRS - SEWER ADMIN.	11,656
30-4411-9003	HEALTH INSURANCE	15,041

TOTAL ADMIN. SALARIES **189,370**

ADMINISTRATION EXPENSES

30-4412-1600	INSURANCE PREMIUMS	7,200
30-4412-1800	ENGINEERING SERVICES	1,200
30-4412-1900	LEGAL SERVICES	6,000
30-4412-2000	CONTRACTUAL SERVICES	15,438
30-4412-2100	PROFESSIONAL SERVICES	14,000
30-4412-2200	TELEPHONE	3,000
30-4412-2300	ELECTRICITY	8,000
30-4412-2500	FUEL-HEAT	800
30-4412-2800	MATERIALS & SUPPLIES	15,000
30-4412-2855	COMPUTERS & SOFTWARE	4,500
30-4412-2900	MEMBERSHIP DUES	1,000
30-4412-3000	MISCELLANEOUS	1,800
30-4412-3201	I/T SUPPORT	5,128
30-4412-3300	BUILDING MAINTENANCE	6,000
30-4412-3700	TRAVEL & TRAINING	4,000
30-4412-9000	I/I DEBT	94,700
30-4412-9500	CONTINGENCY EXPENSE	107,108

TOTAL ADMIN. EXPENSES **294,874**

ADMINISTRATION -- CAPITAL

CAPITAL -

TOTAL CAP OUTLAY WATER -

TOTAL SEWER ADMINISTRATION **484,244**

PLANNING/ ZONING SALARIES & BENEFITS		
30-4421-7000	SALARIES & WAGES-REGULAR	16,951
30-4421-9001	FICA - PLANNING/ZONING	1,297
30-4421-9002	VRS - PLANNING/ZONING	1,380
30-4421-9003	HEALTH INSURANCE	1,800
<u>TOTAL P/Z SALARIES</u>		<u>21,428</u>
PLANNING/ZONING EXPENSES		
30-4422-2800	MATERIALS & SUPPLIES	500
30-4422-2900	MEMBERSHIP DUES	175
30-4422-3000	MISCELLANEOUS	85
30-4422-3201	I/T SUPPORT	213
30-4422-3700	TRAVEL & TRAINING	1,000
<u>TOTAL P/Z EXPENSE</u>		<u>1,973</u>
PLANNING/ZONING - CAPITAL		
	CAPITAL OUTLAY	-
<u>TOTAL PLANNING/ZONING CAP</u>		<u>-</u>
<u>TOTAL SEWER PLANNING/ZONING</u>		<u>23,401</u>

SEWER PUBLIC WORKS SALARIES & BENEFITS

30-4431-7000	SALARIES & WAGES - REGULAR	227,600
30-4431-7001	SALARIES & WAGES-PART TIME	33,713
30-4431-9000	SALARIES & WAGES -OVERTIME	20,000
30-4431-9001	FICA - SEWER OPER.	21,521
30-4431-9002	VRS - SEWER OPER.	22,497
30-4431-9003	HEALTH INSURANCE	37,193
30-4431-9005	EMPLOYEE STIPEND	600

TOTAL PW SALARIES **363,124**

SEWER PUBLIC WORKS EXPENSES

30-4432-1600	INSURANCE PREMIUMS	11,000
30-4432-1900	CHEMICALS	17,100
30-4432-2000	CONTRACTUAL SERVICES	7,480
30-4432-2200	TELEPHONE	6,000
30-4432-2300	ELECTRICITY	7,000
30-4432-2500	FUEL	4,000
30-4432-2600	GAS, GREASE, & OIL	14,000
30-4432-2700	TIRES & TUBES	2,800
30-4432-2800	MATERIAL & SUPPLIES	13,000
30-4432-2850	PERMITS & DUES	500
30-4432-2855	COMPUTERS & SOFTWARE	2,500
30-4432-3000	MISCELLANEOUS	1,800
30-4432-3201	I/T SUPPORT	3,625
30-4432-3300	BUILDING MAINTENANCE/RENT	4,500
30-4432-3400	REPAIRS EQUIPMENT	20,000
30-4432-3700	TRAVEL & TRAINING	4,713
30-4432-3800	MISS UTILITY	550
30-4432-4000	UNIFORMS	6,000
30-4432-4300	VEHICLE/EQUIPMENT PYMTS	21,847
30-4432-4500	SEWER INFRASTRUCTURE REPAIR	223,000
30-4432-4800	EQUIPMENT	11,000
30-4432-5100	VRA 2014A LOAN DPW BLDG PRINCIPAL	54,000
30-4432-5110	VRA 2014A LOAN DPW BLDG INTEREST	41,916

TOTAL PUBLIC WORKS EXPESNES **478,331**

PUBLIC WORKS CAPITAL SEWER

CAPITAL -

TOTAL CAP OUTLAY SEWER PUBLIC WORKS -

TOTAL ALL SEWER PUBLIC WORKS **841,455**

SEWER PLANT SALARIES & BENEFITS		
30-4451-7000	SALARIES & WAGES - REGULAR	305,827
30-4451-9000	SALARIES & WAGES - OVERTIME	9,000
30-4451-9001	FICA - SEWER PLANT	23,394
30-4451-9002	VRS - SEWER PLANT	24,895
30-4451-9003	HEALTH INSURANCE	50,715
30-4451-9005	CELL STIPEND	-
	<u>TOTAL SEWER PLANT SALARIES</u>	<u>413,831</u>
SEWER PLANT EXPENSES		
30-4452-1600	INSURANCE PREMIUMS	35,000
30-4452-1900	CHEMICALS	140,000
30-4452-2000	CONTRACTUAL SERVICES	23,000
30-4452-2200	TELEPHONE	5,500
30-4452-2300	ELECTRICITY	160,500
30-4452-2500	FUEL - HEAT	4,500
30-4452-2600	GAS, GREASE, & OIL	5,000
30-4452-2800	MATERIALS & SUPPLIES	9,800
30-4452-2850	PERMITS/DUES	10,000
30-4452-2855	COMPUTERS & SOFTWARE	2,000
30-4452-2900	LAB OPERATING	34,000
30-4452-3000	MISCELLANEOUS	2,250
30-4452-3100	TESTING	6,000
30-4452-3201	I/T SUPPORT	4,500
30-4452-3300	BUILDING MAINTENANCE	10,000
30-4452-3400	REPAIRS EQUIPMENT	90,000
30-4452-3450	PUMP STATION REPAIRS	33,000
30-4452-3700	TRAVEL & TRAINING	4,600
30-4452-4000	UNIFORMS	5,300
30-4452-4300	VEHICLE PAYMENTS	-
30-4452-4800	EQUIPMENT - SEWER PLANT	6,000
30-4452-5100	VRA LOAN/UPGRADE WWTP	655,715
30-4452-5500	SLUDGE REMOVAL	95,000
30-4452-5600	POLLUTION CREDITS	15,000
	<u>TOTAL SEWER PLANT EXPENSES</u>	<u>1,356,665</u>
SEWER PLANT CAPITAL OUTLAY		
	CAPITAL	-
	<u>TOTAL SEWER PLANT CAP OUTLAY</u>	<u>-</u>
TOTAL SEWER PLANT		1,770,496

ECON DEVELOPMENT SALARIES & BENEFITS		
30-4461-7000	SALARIES & WAGES-REGULAR	27,404
30-4461-9000	SALARIES & WAGES-OVERTIME	500
30-4461-9001	FICA - ECON DEV	2,096
30-4461-9002	VRS - ECON DEV	2,231
30-4461-9003	HEALTH INSURANCE	4,187
30-4461-9005	CELL STIPEND	113

<u>TOTAL ECONOMIC DEVELOPMENT SALARIES</u>	<u>36,531</u>
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ECON DEVELOPMENT EXPENSES		
30-4462-1700	ADVERTISING	500
30-4462-2101	GRANT EXPENSE	625
30-4462-2800	MATERIALS & SUPPLIES	250
30-4462-2855	COMPUTERS & SOFTWARE	600
30-4462-2900	MEMBERSHIP DUES	327
30-4462-3000	MISCELLANEOUS	125
30-4462-3201	I/T SUPPORT	800
30-4462-3700	TRAVEL & TRAINING	4,375

<u>TOTAL ECONOMIC DEVELOPMENT EXPENSES</u>	<u>7,602</u>
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ECON DEVELOPMENT CAPITAL

CAPITAL	-
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<u>TOTAL ECON DEV CAPITAL</u>	<u>-</u>
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TOTAL ALL ECON DEVELOPMENT SEWER	44,133
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TOTAL SEWER FUND EXPENSES	3,163,729
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TRASH FUND

TRASH FUND EXPENSES

40-4462-4200	LANDFILL	107,538
40-4462-4900	Trash Collection	326,952
40-4462-4901	Recycling	-
TOTAL TRASH EXPENSES		434,490

GRAND TOTAL EXPENSES

14,905,097

GENERAL FUND BALANCE 06-30-2020*

2,601,131

WATER FUND BALANCE 06-30-2020*

2,961,149

SEWER FUND BALANCE 06-30-2020*

1,158,331

*Figures under audit and subject to change

TOWN OF STRASBURG

Capital Improvement Plan

FUND	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025
General Fund					
<u>Administration</u>					
Phase I Business Park-Loan Total \$2,006,000		2,500,000			
Phase I Business Park - Bridge Loan	1,500,000				
Phase I Business Park VDOT Road Share		1,150,000			
Way Finding Signage		300,000			
Gateway Trail Project-Town Share					
Gateway Trail Project-VDOT Share					
Downtown Streetscape-Town Share Phase 3					
Downtown Streetscape-Grant Amount VDOT					
Downtown Streetscape-Town Share Phase 4	400,000				
Downtown Streetscape-Grant Amount VDOT	1,080,000				
Phase II Business Park Loan Total \$750,750			750,750		
Capital Projects at the Town Park	10,000	10,000	10,000	10,000	10,000
Total Admin GF	2,990,000	3,960,000	760,750	10,000	10,000
Total GF After Reimbursement	1,910,000	3,960,000	760,750	10,000	10,000
<u>Planning /Zoning</u>					
Total Planning/Zoning	0	0	0	0	0
<u>Public Safety</u>					
Vehicle/s	66,000	33,000	66,000	33,000	66,000
Total Public Safety GF	66,000	33,000	66,000	33,000	66,000
<u>Public Works</u>					
Vehicle/s		41,310		40,800	0
Total Public Works GF	0	41,310	0	40,800	0
TOTAL ALL GENERAL FUND	3,056,000	4,034,310	826,750	83,800	76,000
Water Fund					
<u>Public Works</u>					
Vehicle/s		40,095		21,780	??
AMI/AMR		950,000			
Turbidimeters	28,000				
Total Public Works-Water	28,000	990,095	0	21,780	0
<u>WTP</u>					
Water Tower	0		2,000,000	0	0
Total Water Plant	0	0	2,000,000	0	0
TOTAL WATER FUND	28,000	990,095	2,000,000	21,780	0
Sewer Fund					
<u>Public Works</u>					
Vehicle/s		40,095	39,600		21,780
Total Public Works Sewer	0	40,095	39,600	0	21,780
<u>WWTP</u>					
Total Sewer Plant	0	0	0	0	0
TOTAL SEWER FUND	0	40,095	39,600	0	21,780
Total Cap Projects	3,084,000	6,094,690	2,905,950	127,360	119,560

Green = Total Loan Amount
 Orange = Grant/Reimbursement
 Blue = Fund Balance Transfers
 Red = Proposed Municipal Bond through VRA
 Purple = Grant/Reimbursement and Proposed Municipal Bond through VRA

Town of Strasburg Pay Scale July 1st, 2020

Department	Title	Grade	Low	Mid	High
Administration	Office Clerk	1	\$25,662	\$31,547	\$38,780
Administration	Senior Office Clerk	3	\$29,381	\$33,755	\$41,495
Administration	Utility Clerk	5	\$33,638	\$41,351	\$50,833
Administration	Tax Clerk	6	\$35,993	\$44,246	\$54,391
Administration	Town Clerk/Administrative Assistant	7	\$38,512	\$47,343	\$58,199
Administration	HR & Office Manager	8	\$41,208	\$50,657	\$62,273
Administration	Finance Director	15	\$66,171	\$81,344	\$99,996
Administration	Assistant Town Manager	18	\$75,759	\$93,131	\$114,485
Administration	Zoning Administrator	10	\$47,179	\$57,997	\$71,296
Administration	Town Manager	19	\$86,737	\$106,625	\$131,074
Administration	Community Development Director	12	\$54,015	\$66,401	\$79,845
Administration	Community Development Coordinator	7	\$38,512	\$47,343	\$58,199
Administration	Planning & Zoning Administrator	11	\$50,482	\$62,057	\$76,287
Police	Police Administrative Assistant	4	\$31,437	\$38,646	\$47,507
Police	Senior Police Administrative Assistant	5	\$33,638	\$41,351	\$50,833
Police	Police Officer Trainee	6	\$35,993	\$44,246	\$54,391
Police	Police Officer	7	\$38,512	\$47,343	\$58,199
Police	Detective	8	\$41,208	\$50,657	\$62,273
Police	Police Corporal	8	\$41,208	\$50,657	\$62,273
Police	Police Sergeant	9	\$44,093	\$54,203	\$66,632
Police	Police Lieutenant	11	\$50,482	\$62,057	\$76,287
Police	Police Captain	13	\$57,796	\$71,049	\$87,340
Police	Police Chief	17	\$75,759	\$93,131	\$114,485
Public Utilities	Operator Trainee Wastewater Plant	4	\$31,437	\$38,646	\$47,507
Public Utilities	Operator Trainee Water Plant	4	\$31,437	\$38,646	\$47,507
Public Utilities	Maintenance	2	\$27,459	\$33,755	\$41,495
Public Utilities	Wastewater Treatment Plant Operator	7	\$38,512	\$47,343	\$58,199
Public Utilities	Water Treatment Plant Operator	7	\$38,512	\$47,343	\$58,199
Public Utilities	Senior Wastewater Treatment Plant Operator	9	\$44,093	\$54,203	\$66,632
Public Utilities	Senior Water Treatment Plant Operator	9	\$44,093	\$54,203	\$66,632
Public Utilities	Assistant Superintendent Wastewater Treatment Plant	11	\$50,482	\$62,057	\$76,287
Public Utilities	Assistant Superintendent Water Treatment Plant	11	\$50,482	\$62,057	\$76,287
Public Utilities	Superintendent Wastewater Treatment Plant	13	\$57,796	\$71,049	\$87,340
Public Utilities	Superintendent Water Treatment Plant	13	\$57,796	\$71,049	\$87,340
Public Works	Technician 1	2	\$27,459	\$33,755	\$41,495
Public Works	Technician 2	3	\$29,381	\$33,755	\$41,495
Public Works	Technician 3	4	\$31,437	\$38,646	\$47,507
Public Works	Foreman	5	\$33,638	\$41,351	\$50,833
Public Works	Assistant Superintendent	11	\$50,482	\$62,057	\$76,287
Public Works	Superintendent	12	\$54,015	\$66,401	\$79,845
Public Works	Director of Public Works	14	\$61,842	\$76,022	\$93,454

**TOWN OF STRASBURG
SCHEDULE OF TAXES
FY 20/21**

Taxes

Real Estate Taxes

\$0.16 per \$100.00 assessed value (based on 100% assessment)

Personal Property Taxes

\$1.11 per \$100.00 assessed value (based on 100% assessment)

Machinery & Tools

\$0.86 per \$100.00 assessed value (based on 100% assessment)

Meals Tax

The purchaser of any prepared food and drink, including alcoholic beverages, served, sold or delivered in the town by a restaurant or caterer for the purpose of being consumed by an individual or group of individuals at one time to satisfy the appetite, a tax equivalent to six (6%) percent of the amount paid shall be levied.

Lodging Tax - 6%

Cigarette Tax - .25 per pack

Utility Tax - Section 26-8

Natural Gas:

Residential - \$1 plus .10¢ per CCF not to exceed \$2.00

**TOWN OF STRASBURG
SCHEDULE OF FEES
FY 20/21**

Permit and Application Fees

Application	Fee
Sketch Plat	\$100
Minor Subdivision	\$250 (4 lots or less)
Preliminary Plat	\$1500 + \$100/lot (more than 4 lots)
	\$2500 + \$100/lot (Commercial)
	\$250 (3 lots or less)
Final Plat	\$1500 + \$100/lot (4 or more)
	\$2500 + \$100/lot (Commercial)
Lot Consolidation	\$250
Plat Amendment	\$100 + \$25/lot
Boundary Line Adjustment	\$150/per lot effected
Right-of-way Vacation	\$250
Annexation	\$2000 plus \$50 per acre
Master Development Plan	\$750 + \$75 per acre Revision \$500
Site Plan	\$2500 + \$200/acre (Non-residential); \$1500 + \$50/unit (Residential)
Site Plan Amendment	\$500
Rezoning	\$1500 plus \$100 per acre \$500 Proffer Revision
Comprehensive Plan Amendment	\$1,500
Zoning Permit	\$100 (New Residential);
	\$30 (Addition/Accessory);
	\$100 (Commercial)
	\$30 Food Truck
	\$15 Special Event Permit (Nonprofits receive one per year at no charge)
Zoning Letter	\$150 Certification \$65 Determination
Home Occupation Permit	\$30
Sign Permit	\$25 Temporary
	\$25 + \$1/Sq. Ft. Permanent
Appeal	\$325
UDO Text Amendment	\$500 per section
Variance	\$350

Historic District Review	\$30 Minor Modification \$60 Major Modification(Residential) \$100 Major Modification (Commercial)
Special Use Permit	\$600
Change of Use Permit	\$50
Zoning Violation Fees	\$200
Outdoor Display and Use Area	\$15
Exception	\$50
Public Works Permit	\$50

*Engineering Review Costs

If consulting services are required for any reason, it will be at the cost of the applicant.

Inspection Fees:

Residential

Fill water mains \$12.79 per 1,000 gallons used
Testing Hourly based on personnel time and wages
Flushing Calculated on amount of water used @ \$12.79 per 1,000 gallons
Bacteria sample \$75.00 per sample

Commercial and Industrial per lot fee

Based on size of lot and project using actual cost of personnel time and wages

Inspections after hours, weekends, and holidays are charged at overtime rate.

Utility Fee

The billing cycle is monthly

Water: Section 86-36 of the Strasburg Town Code

*Residential \$25.57 minimum per 2,000 gallons
 12.79 per 1,000 gallons over minimum
Outside same as above plus 40% more

*Non Residential \$27.34 minimum per 2,000 gallons
 18.06 per 1,000 gallons over minimum
Outside same as above plus 40% more

Sewer: Section 86-207 of the Strasburg Town Code

*Residential \$22.02 minimum per 2,000 gallons
 \$13.15 per 1,000 gallons over minimum
Outside same as above plus 40% more

*Non Residential \$26.08 minimum per 2,000 gallons
 \$16.39 per 1,000 gallons over minimum
Outside same as above plus 40% more

Trash	\$11.95 per household/apt. per month
Utility Penalty	10% assessed per billing cycle after 20 th of month
Processing Fee	\$50.00 when disconnected due to nonpayment
Reread Fee	\$10.00
Test Meter	\$15.00 in house testing 2 nd party testing-actual cost (if meter is incorrect this will be refunded)
Water Deposit (all renters)	\$200 In Town / \$240 Outside of Town
Turning water on/off	when no account is established \$50 fee per occurrence

WATER CONNECTION - SECTION 86-30

Water Availability Fees

<u>Meter size:</u>	<u>In Town</u>	<u>50%Outside of Town</u>
¾" or 5/8" meter	\$6,500+	\$9,750+
1" meter	\$9,200+	\$13,800+
1 ½" meter	\$12,000+	\$18,000+
2" meter	\$14,400+	\$21,600+
3" meter	\$20,800+	\$31,200+
4" meter	\$27,200+	\$40,800+
6" meter	\$44,800+	\$67,200+
8" meter	\$68,800+	\$103,201+
10" meter	\$148,001+	\$222,001+

Hotel/Motels	Size of meter plus \$300/guest room
Nursing/Convalescent Homes	Size of meter plus \$350/patient room
Hospitals	Size of meter plus \$800/patient room

+Cost of time and material to install

The cost of meter will be added to all water availability fees

SEWER CONNECTIONS - SECTION 86-238

Sewer Availability Fees

<u>Meter size:</u>	<u>In Town</u>	<u>50%Outside of Town</u>
¾" or 5/8" meter	\$6,500+	\$9,750+
1" meter	\$10,399+	\$15,599+
1 ½" meter	\$13,599+	\$20,399+
2" meter	\$20,799+	\$31,199+
3" meter	\$32,798+	\$49,197+
4" meter	\$51,997+	\$77,996+
6" meter	\$91,996+	\$137,994+
8" meter	\$143,993+	\$215,990+
10" meter	\$279,986+	\$419,979+

Hotel/Motel	Size of meter plus \$500/guest room
Nursing/Convalescent Homes	Size of meter plus \$700/patient room
Hospitals	Size of meter plus \$2,000/patient room

+Cost of time and material to install

Commercial/Industry - \$10 plus .10¢ per CCF not to exceed \$20.00

Electric:

Residential - \$1 plus .007585 per kwh not to exceed \$2.00

Commercial/Industry - \$10 plus 0.007520 per kwh not to exceed \$20.00

Right of Way Use Fee 1.11 per access line (set by VDOT)

Other Fees:

Freedom of Information Act requests

- Reasonable charges based on actual costs, consistent with § 2.2-3704(F) of the Code of Virginia.

Fingerprint cards

- \$10 for the first card, \$5 for each additional card
- No fee will be charged for residents of the Town of Strasburg

False alarm calls

- No charges for the first two false alarm calls during a calendar year, additional calls will be charged as follows:
 - 3rd false alarm - \$50
 - 4th false alarm - \$75
 - 5th false alarm - \$100
 - 6th false alarm and each after - \$125
- Failure to Respond - \$100

- Failure to Silence - \$100

License

Motor Vehicle License Fee (added to June 5 Personal Property tax bills)

- \$25.00 per motor vehicle
- \$15.00 per trailer (over 1500 gwt)
- \$18.00 per motorcycle

Fines

Illegal Parking - Misdemeanor punishable by \$10.00 if paid within 10 days, \$20 if paid after 10 days.

Parking in a handicapped zone \$100 if paid within 10 days, \$200 if paid after 10 days

Text Copies

Comprehensive Plan	\$20
Zoning Ordinance	\$25
Subdivision Ordinance	\$20
Water & Sewer Specs.	\$20