

Projects List

COMMITTEE	ORIGIN DATE	ITEM	STATUS
Finance & Personnel			
	01/01/2020	Personnel Policy Updates (to include merit pay/compensatory time/part-time employee benefits/floater vs state holiday/health insurance/Appointed Official Review Policy)	Staff Development Holiday Amendment to Town Council (10/12/2021)
	Annually	Rate Analysis (Staff)	To Begin November
	10/13/2020	Equal Pay Water & Sewer Billing	In Committee
	12/08/2020	Arts & Tourism – Façade Program	In Committee
	03/05/2021	Round Up Program	In Committee
Infrastructure			
	01/01/2020	North Holliday Private Alley	Staff to Communicate with Property Owners
	01/01/2020	AMI/AMR Metering	Staff Development
	08/11/2020	Streetscape Phase III	Substantially Complete
	09/08/2020	USDA PER I&I Project	Underway
	11/10/2020	Fort Hill Tank Repainting & Cell Halo	Underway
	11/10/2020	North Massanutten Corridor Study	Staff Development
	07/19/2021	Dog Park Drainage	Completed
Public Safety & Ordinance Committee			
	08/11/2020	Review of UDO use matrices	Underway
	02/09/2021	Property Maintenance Code	On Hold (staffing)
	02/09/2021	Urban Archery	In Committee
	12/08/2020	Officer Retention	In Committee
	04/09/2021	Short Term Rental Ordinance (UDO)	Public Hearing Conducted, Item on Town Council Agenda Action Item (10/12/2021)
Recreation, Parks, & Trails Com.			
	02/05/2020	Park Policies	In Committee
	10/13/2020	River Access Grant Scoping	In Committee
	04/09/2021	Night Owl Sculpture	In Committee
	04/09/2021	ADA Accessibility at Playground	In Committee
Unassigned/Miscellaneous			
	10/13/2020	Internet Providers and Franchise Agreements	Staff Development & Legal Review



Memorandum

To: Mayor Boies and Members of the Town Council
From: Wayne Sager, Chief of Police
Date: 10-7-2021
Re: Monthly Update to Council

The Strasburg Police Department answered **1431** calls for service in the month of **September** 2021.

Adult Criminal Charges (20)

- 2 Domestic Assault & Battery (M)
- 2 Possession of a Controlled Drug (F)
- 2 Unlawful Entry (M)
- 2 Threats in Writing (F)
- 1 Unauthorized Use of Vehicle (F)
- 5 Drunk in Public (M)
- 1 Violation of Protective Order (M)
- 1 Bad Check (F)
- 2 Petit Larceny (M)
- 1 Eluding Police (M)
- 1 Drive Revoked, DUI Related (M)

Juvenile Criminal Charges (0)

-

Traffic Violations (7)

- 2 Speeding
- 1 Fail to Obey Highway Signs
- 2 Expired State Inspection
- 2 No State Inspection

Uses of Narcan in September (0)



Happenings:

- 09/15/21 – Captain Ford participated in the Day of Caring with United Way.
- 09/18/21 – SPD officers served food at Cookout for a Cause.
- 09/18/21 – SPD Officers assisted with and attended the Celebration of Life for Corporal Thomas Wade Frazier who was killed in the line of duty in Artesia, New Mexico.
- 09/19/21 – SPD Officers played in the 3-on-3 basketball tournament at the town park.
- 10/13/21 – SPD will be serving the Community Dinner at St. Paul's Lutheran Church.



Memorandum

To: Mayor Boies and Strasburg Town Council
From: Finance Director, Angela Fletcher
Date: 10/12/2021
Re: Monthly Update to Council

Finances and Auditing

- Staff continues to prepare for the final audit visit scheduled for Oct 18-20.
- Our auditors will likely present the FY21 audit findings in December.
- The FY21 Annual Financial Report will be made available in advance of the auditor's presentation.

Due Dates and Anticipated Items

- 2nd Half Tax Billings will be sent out at the end of October
- Those tax bills will be due on Monday, December 6th (since the 5th falls on a Sunday)

Customer Interaction and Information

- In the Spring we awarded 10 grants to citizens totaling \$9,867.24 through the DHCD COVID 19 Municipal Utility Relief Program. (keeping for historical reference – will not be in verbal report).
- For the summer processing, we had 20 applicants. Of those, five were awarded relief for a total of \$4,022.38. Bringing our total utility customer assistance to \$13,889.62. (keeping for historical reference – will not be in verbal report).
- To provide an update on the DHCD COVID 19 Municipal Utility Relief Program, in our fall processing, we've received approximately 6 applications to date, totaling \$6,404.78. Bringing our total utility customer assistance to \$20,294.40.
- As mentioned previously, this relief program will be ending in mid-November to allow time to closeout the program by year-end per state requirements.



Memorandum

To: Mayor Boies and Strasburg Town Council
From: Director of Public Works, Jay McKinley
Date: 10/12/2021
Re: Monthly Update to Council

Utility Production Figures

- The water plant produced 17.80 MG and is running at 24% capacity.
- The wastewater plant treated 37.25 MG and ran at 62% capacity.

Streetscape Phase III

- Most elements of the final punch list have been corrected and the Streetscape Phase III is nearly complete. Two drainage issues are being addressed by the contractor due to poor drainage on the project. One is at the West corner of Borden's Lumber while the other is at the West corner of Valley Milk. Both have been through design and are awaiting materials to begin work.

Jalisco Storm Drain

- The storm drain project is about 50% complete.

Public Works Last Month:

- Cleared 6 Sewer Backups
- Repaired 6 water leak
- Handled 38 Meter Service Requests



Memorandum

To: Mayor Boies and Strasburg Town Council
 From: Leander N. "Lee" Pambid, Planning and Zoning Administrator
 Date: 10/11/2021
 Re: Monthly Update to Council (September)

Permit Highlights and Estimated Project Costs Totals

Item	Number	Notes
Single Family Dwellings		
Duplexes		
Multifamily Units		
Townhouses	22	3 rows
Manufactured Homes		
Additions/ Accessory	3	
Food Trucks		
Special Events	1	
Home Occupations		
Site Plans	1	McDonalds minor revisions
Subdivisions, BLAs		
Temporary Uses		
Signs	1	
ARB/ Other	1	Change of use- UPS at LSC
	29	

Table 1: Permits

The total of all projects listed above is estimated at **\$5,019,522**.¹

Estimated Project Costs	Amount	Notes
Monthly	\$5,019,522	September only
Quarterly	-	-
FY (FY21-22)	\$5,331,991	From July 1 to most recent full reporting month

Table 2: Estimated Project Cost Totals

¹ These figures do not include cash proffers or water and sewer connection fees. These figures generally quantify the *reported* value of anticipated development activity in the Town and indicates actual construction costs only, not including the real estate value or soft costs (such as design, legal, financial, other consulting services or fees). This does not factor in the County computation of real estate assessments nor does it include certain permits issued by the County but not seen by the Town (mechanical, plumbing, electrical, structural permits).



Meetings

The BZA and ARB did not meet in September. The Planning Commission met on Tuesday, September 28. They recommended approval of the STR ordinance by a vote of 6-1 and received a briefing from a potential applicant for a UDO text amendment (rear yard setbacks).

The Planning Commission is scheduled to meet this month on Tuesday, October 26, 2021. Neither the ARB or BZA have applications for review or decision this month and are therefore not scheduled to meet.



Memorandum

To: Mayor Boies and Strasburg Town Council
From: Interim Director of Community Development Hilton
Date: 10/2021
Re: September Monthly Update to Council

Reminder! Grilled Cheese + Tomato Soup Festival tickets are on SALE now – at the Visitor Center and online beginning October 15th. We are also looking for volunteers (who receive a free tasting ticket) – let me know if you are interested!

Economic Development (Business Attraction, Workforce, Business Support)

- RevUP has continued for 5 Strasburg businesses.
- The Community Advisory Team did not meet in September.
- VEDP Update: Virginia ranked 8th in Top States for Doing Business, 2nd in Workforce Development Programs, and 5th in Competitive Labor, Infrastructure, and Responsive Government. VEDP Tip: Develop a robust site development program of VA shovel ready sites.
- Shenandoah County's Public Transit – ShenGO - began on October 4th. Route brochures will be delivered to a dozen Strasburg locations this month. Bus stop signs (both posts and yard signs) have been installed at 17 locations.
- WoW! New date: April 2022.

Shenandoah County Economic Development + Tourism – Jenna French – no current update

Tourism + Quality of Life

- Celebrated the 10th Anniversary of the Strasburg Visitor Center on 9/24 and welcomed 50 guests with \$300 in sales.
- September Events
 - Kids Night: Sept. 4th
 - Harvest Festival: Sept. 11th
 - Carefest: Sept. 18th
- The monthly segment on The River 95.3 showcasing local businesses, Strolling Strasburg, highlighted the Strasburg Police Department, Carefest, and community forums.
- Front Porch Friday partnership with the Strasburg Express team and Box Office brewery planned for 2022.
- The Visitor Center welcomed 731 visitors in September, an average of 23.5 visitors per day, coming from 20 other states. From Virginia, there were 148 visitors (with 39 being from Strasburg). 16.5 percent of those toured the museum, and merchandise sales totaled \$1,808.77. 5 new resident bags were given out.
- Tourism Council met 9/21/2021. Highlights:
 - Faces of Tourism continues: Shenandoah Vineyards and Caverns on the docket.
 - 250th: ShenCo Beer Collaboration

Town of Strasburg
174 East King Street | P.O. Box 351 | Strasburg, VA 22657
Ph 540.465.9197 | Fax 540.465.3252



- Photo Shoot: Covering fall foliage, vintage/shopping, food/bev, hiking (foliage)
- Industry Updates

Parks and Recreation

- The new tennis/pickleball courts were completed at the beginning of the month! Pickleball 101 classes were held: Sept. 23rd/26th/29th and the kickball season kicked off on Sept. 12th with 7 teams – an increase from 4 in the summer season.
- We hosted a 3v3 adult basketball tournament on Sept. 19th.
- The Master Park Plan Implementation Team continues to move forward on multiple projects
 - Bike rack installed in the Strasburg Square