



## Memorandum

To: Mayor Boies and Strasburg Town Council  
From: Finance Director, Angela Fletcher  
Date: 10/10/2023  
Re: Monthly Update to Council

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### Finances and Auditing

- Our annual audit reviews have gone very well. The annual audit report and financial report should be available by late fall.

### Due Dates and Anticipated Items

- There are **55** days until Tuesday, December 5th, 2023  
(2nd Half Tax Due Date)
- 2nd Half Tax Billings will be mailed out in November.



### Customer Interaction and Information

- Preparation of annual filing for unclaimed property (due 10/31/23)
- Continued work on the GFOA FY24 Budget Presentation Application
- Designing the FY23 Popular Annual Financial Report (PAFR)

### Career Development/Training

Town of Strasburg

Account	Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
<b>Reporting Fund: 10-GENERAL FUND</b>							
10-3300-2001 AUTO RENTAL TAX	\$6,000.00	\$6,000.00	\$0.00	\$1,162.83	\$598.12	(\$4,837.17)	19
10-3310-1000 REAL ESTATE TAXES	\$1,362,000.00	\$1,362,000.00	\$0.00	\$50,470.00	\$26,709.50	(\$1,311,530.00)	4
10-3310-1001 REAL ESTATE TAXES-DE	\$20,000.00	\$20,000.00	\$0.00	\$1,667.77	\$162.43	(\$18,332.23)	8
10-3310-2000 PERSONAL PROPERTY T	\$605,000.00	\$605,000.00	\$0.00	\$39,874.38	\$5,662.85	(\$565,125.62)	7
10-3310-2001 PERSONAL PROPERTY T	\$35,000.00	\$35,000.00	\$0.00	\$12,752.84	\$1,865.70	(\$22,247.16)	36
10-3310-2300 PERSONAL PROPERTY T	\$138,900.00	\$138,900.00	\$0.00	\$138,897.77	\$0.00	(\$2.23)	100
10-3310-2500 MACHINERY & TOOLS T	\$350,000.00	\$350,000.00	\$0.00	\$3,076.08	\$0.00	(\$346,923.92)	1
10-3310-2501 MACHINERY & TOOLS T	\$4,500.00	\$4,500.00	\$0.00	\$0.00	\$0.00	(\$4,500.00)	0
10-3310-3000 BANK FRANCHISE TAXE	\$125,000.00	\$125,000.00	\$0.00	\$0.00	\$0.00	(\$125,000.00)	0
10-3310-4000 FRANCHISE TAXES OTHE	\$18,000.00	\$18,000.00	\$0.00	\$888.54	\$0.00	(\$17,111.46)	5
10-3310-5000 PENALTIES	\$42,500.00	\$42,500.00	\$0.00	\$25,877.03	\$8,774.60	(\$16,622.97)	61
10-3310-5500 INTEREST FROM TAXES	\$4,500.00	\$4,500.00	\$0.00	\$480.42	\$93.52	(\$4,019.58)	11
10-3310-6000 UTILITY TAXES	\$140,000.00	\$140,000.00	\$0.00	\$14,468.09	\$0.00	(\$125,531.91)	10
10-3310-6100 COMMUNICATION TAXE	\$65,000.00	\$65,000.00	\$0.00	\$4,624.14	\$0.00	(\$60,375.86)	7
10-3310-6101 CIGARETTE TAXES	\$120,000.00	\$120,000.00	\$0.00	\$21,375.00	\$3,562.50	(\$98,625.00)	18
10-3320-1000 MOTOR VEHICLE FEES	\$165,000.00	\$165,000.00	\$0.00	\$21,532.02	\$3,342.75	(\$143,467.98)	13
10-3320-1500 DMV STOP FEE	\$30,000.00	\$30,000.00	\$0.00	\$3,103.37	\$973.98	(\$26,896.63)	10
10-3320-2000 ZONING & PERMIT FEES	\$31,000.00	\$31,000.00	\$0.00	\$9,247.00	\$8,100.00	(\$21,753.00)	30
10-3320-3000 BUSINESS LICENSE TAX	\$165,000.00	\$165,000.00	\$0.00	\$24,937.60	\$19,023.47	(\$140,062.40)	15
10-3320-4000 MEALS TAXES	\$975,000.00	\$975,000.00	\$0.00	\$274,756.79	\$95,165.31	(\$700,243.21)	28
10-3320-4100 LODGING TAXES	\$210,000.00	\$210,000.00	\$0.00	\$60,042.41	\$19,121.66	(\$149,957.59)	29
10-3330-2000 ROLLING STOCK	\$6,500.00	\$6,500.00	\$0.00	\$0.00	\$0.00	(\$6,500.00)	0
10-3330-3000 SALES TAXES	\$505,000.00	\$505,000.00	\$0.00	\$156,603.14	\$52,500.50	(\$348,396.86)	31
10-3330-4000 LAW ENFORCEMENT STA	\$122,020.00	\$122,020.00	\$0.00	\$0.00	\$0.00	(\$122,020.00)	0
10-3330-5000 RIGHT-OF-WAY FEES	\$22,000.00	\$22,000.00	\$0.00	\$2,537.80	\$107.26	(\$19,462.20)	12
10-3330-6000 HIGHWAY MAINTENANC	\$867,956.00	\$867,956.00	\$0.00	\$0.00	\$0.00	(\$867,956.00)	0
10-3330-7000 GRANTS RECEIVED	\$200,000.00	\$200,000.00	\$0.00	\$0.00	\$0.00	(\$200,000.00)	0
10-3330-7023 VDOT REV SHARE - BOR	\$980,600.00	\$980,600.00	\$0.00	\$0.00	\$0.00	(\$980,600.00)	0
10-3330-7036 VISITOR CENTER REVEN	\$35,000.00	\$35,000.00	\$0.00	\$3,772.46	\$436.88	(\$31,227.54)	11
10-3330-7040 SPECIAL EVENTS REVEN	\$17,000.00	\$17,000.00	\$0.00	\$570.00	\$0.00	(\$16,430.00)	3
10-3340-1000 FINES & COSTS	\$25,000.00	\$25,000.00	\$0.00	\$5,919.34	\$1,992.09	(\$19,080.66)	24
10-3350-3000 PETTY CASH	\$100.00	\$100.00	\$0.00	\$0.00	\$0.00	(\$100.00)	0
10-3350-4000 MISCELLANEOUS RECEI	\$35,000.00	\$35,000.00	\$0.00	\$6,496.42	\$1,044.93	(\$28,503.58)	19
10-3350-4200 RETURNED CHECK FEE	\$0.00	\$0.00	\$0.00	\$179.25	\$146.02	\$179.25	0
10-3350-7000 INTEREST INCOME	\$30,000.00	\$30,000.00	\$0.00	\$8,065.53	\$0.00	(\$21,934.47)	27
10-3350-7026 VA COMMISSION FOR AR	\$4,500.00	\$4,500.00	\$0.00	\$0.00	\$0.00	(\$4,500.00)	0
10-3350-8700 PROCEEDS FROM BORR	\$2,390,000.00	\$2,390,000.00	\$0.00	\$0.00	\$0.00	(\$2,390,000.00)	0
10-3350-9060 TRANSFER FROM ARPA F	\$1,488,740.00	\$1,488,740.00	\$0.00	\$0.00	\$0.00	(\$1,488,740.00)	0
10-3350-9061 ARPA FUNDING - POLIC	\$114,642.00	\$114,642.00	\$0.00	\$0.00	\$0.00	(\$114,642.00)	0
10-4411-2000 MAYOR & TOWN COUNC	\$32,500.00	\$32,500.00	\$0.00	\$0.00	\$0.00	\$32,500.00	0
10-4411-3500 PLANNING COMMISSION	\$4,200.00	\$4,200.00	\$0.00	\$0.00	\$0.00	\$4,200.00	0
10-4411-7000 SALARIES & WAGES- RE	\$352,353.00	\$352,353.00	\$0.00	\$93,608.42	\$40,444.50	\$258,744.58	27
10-4411-8000 SALARIES & WAGES PAR	\$26,353.00	\$26,353.00	\$0.00	\$14,455.81	\$3,134.09	\$11,897.19	55
10-4411-9000 SALARIES & WAGES-OVE	\$2,000.00	\$2,000.00	\$0.00	\$154.21	\$0.00	\$1,845.79	8
10-4411-9001 FICA - ADMINISTRATION	\$31,781.00	\$31,781.00	\$0.00	\$7,759.93	\$3,108.62	\$24,021.07	24
10-4411-9002 VRS - ADMINISTRATION	\$49,218.00	\$49,218.00	\$0.00	\$1,818.96	\$0.00	\$47,399.04	4
10-4411-9003 HEALTH INSURANCE - E	\$31,636.00	\$31,636.00	\$0.00	\$1,783.19	\$0.00	\$29,852.81	6
10-4411-9005 EMPLOYEE STIPEND	\$840.00	\$840.00	\$0.00	\$226.10	\$96.90	\$613.90	27
10-4412-1600 INSURANCE PREMIUMS	\$12,000.00	\$12,000.00	\$0.00	\$0.00	\$0.00	\$12,000.00	0
10-4412-1700 ADVERTISING	\$4,000.00	\$4,000.00	\$0.00	\$321.01	\$161.01	\$3,678.99	8
10-4412-1900 LEGAL SERVICES	\$50,000.00	\$50,000.00	\$0.00	\$6,788.00	\$6,788.00	\$43,212.00	14
10-4412-2000 CONTRACTUAL SERVICE	\$25,000.00	\$25,000.00	\$0.00	\$3,770.10	\$760.48	\$21,229.90	15
10-4412-2020 DMV STOP FEE	\$15,000.00	\$15,000.00	\$0.00	\$2,125.00	\$800.00	\$12,875.00	14
10-4412-2100 PROFESSIONAL SERVICE	\$15,000.00	\$15,000.00	\$0.00	\$819.40	\$0.00	\$14,180.60	5
10-4412-2200 TELEPHONE	\$2,800.00	\$2,800.00	\$0.00	\$583.43	\$191.42	\$2,216.57	21
10-4412-2300 ELECTRICITY	\$4,500.00	\$4,500.00	\$0.00	\$1,060.01	\$549.17	\$3,439.99	24
10-4412-2500 FUEL-HEAT	\$1,000.00	\$1,000.00	\$0.00	\$30.16	\$22.50	\$969.84	3

Town of Strasburg

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10-4412-2600 GAS, GREASE, & OIL	\$500.00	\$500.00	\$0.00	\$45.78	\$0.00	\$454.22	9
10-4412-2800 MATERIALS & SUPPLIES	\$21,000.00	\$21,000.00	\$0.00	\$2,156.35	\$523.16	\$18,843.65	10
10-4412-2855 COMPUTERS & SOFTWA	\$3,000.00	\$3,000.00	\$0.00	\$101.07	\$37.48	\$2,898.93	3
10-4412-2900 MEMBERSHIP DUES	\$2,000.00	\$2,000.00	\$0.00	\$2,039.66	\$0.00	(\$39.66)	102
10-4412-3000 MISCELLANEOUS	\$5,500.00	\$5,500.00	\$0.00	\$1,660.52	\$1,025.70	\$3,839.48	30
10-4412-3100 STRASBURG LIBRARY D	\$24,000.00	\$24,000.00	\$0.00	\$0.00	\$0.00	\$24,000.00	0
10-4412-3201 I/T SUPPORT	\$3,850.00	\$3,850.00	\$0.00	\$739.25	\$239.28	\$3,110.75	19
10-4412-3300 BUILDING MAINTENANC	\$6,400.00	\$6,400.00	\$0.00	\$553.82	\$248.95	\$5,846.18	9
10-4412-3700 TRAVEL & TRAINING	\$3,400.00	\$3,400.00	\$0.00	\$0.00	\$0.00	\$3,400.00	0
10-4412-3701 TRAVEL & TRAINING CO	\$3,500.00	\$3,500.00	\$0.00	\$1,026.05	\$1,026.05	\$2,473.95	29
10-4412-3710 CODIFICATION	\$3,000.00	\$3,000.00	\$0.00	\$0.00	\$0.00	\$3,000.00	0
10-4412-7500 STRASBURG MUSEUM D	\$15,000.00	\$15,000.00	\$0.00	\$0.00	\$0.00	\$15,000.00	0
10-4412-7700 PROJECTS	\$10,000.00	\$10,000.00	\$0.00	\$1,421.16	\$1,136.85	\$8,578.84	14
10-4412-7701 COUNTY TOURISM SUPP	\$32,000.00	\$32,000.00	\$0.00	\$3,242.13	\$0.00	\$28,757.87	10
10-4412-8000 RESCUE SQUAD DONATI	\$35,000.00	\$35,000.00	\$0.00	\$0.00	\$0.00	\$35,000.00	0
10-4412-8100 FIRE DEPT DONATION	\$35,000.00	\$35,000.00	\$0.00	\$3,305.32	\$1,716.92	\$31,694.68	9
10-4412-8800 BUSINESS PARK - DEBT	\$164,700.00	\$164,700.00	\$0.00	\$0.00	\$0.00	\$164,700.00	0
10-4412-9000 CONTINGENCY EXPENSE	\$20,000.00	\$20,000.00	\$0.00	\$5,950.00	\$0.00	\$14,050.00	30
10-4413-0400 CAPITAL PROJECTS	\$3,370,000.00	\$3,440,000.00	\$73,551.73	\$109,229.62	\$109,017.12	\$3,257,218.65	3
10-4413-0401 CAPITAL PROJECTS - B	\$1,000,000.00	\$1,000,000.00	\$0.00	\$17,510.00	\$0.00	\$982,490.00	2
10-4413-1410 RESERVES	\$26,014.00	\$26,014.00	\$0.00	\$0.00	\$0.00	\$26,014.00	0
10-4421-7000 SALARIES & WAGES	\$156,412.00	\$156,412.00	\$0.00	\$20,347.40	\$12,919.86	\$136,064.60	13
10-4421-8000 SALARIES & WAGES - P	\$0.00	\$0.00	\$0.00	\$4,911.98	\$1,037.21	(\$4,911.98)	0
10-4421-9001 FICA	\$11,965.00	\$11,965.00	\$0.00	\$1,713.10	\$970.12	\$10,251.90	14
10-4421-9002 VRS - COMMUNITY INIT	\$22,414.00	\$22,414.00	\$0.00	\$370.70	\$0.00	\$22,043.30	2
10-4421-9003 HEALTH INSURANCE	\$20,080.00	\$20,080.00	\$0.00	\$471.35	\$0.00	\$19,608.65	2
10-4421-9005 EMPLOYEE STIPEND	\$840.00	\$840.00	\$0.00	\$129.20	\$64.60	\$710.80	15
10-4422-1700 ADVERTISING	\$2,000.00	\$2,000.00	\$0.00	\$1,187.20	\$454.54	\$812.80	59
10-4422-2000 CONTRACTUAL SERVICE	\$5,000.00	\$5,000.00	\$0.00	\$23.99	\$7.95	\$4,976.01	0
10-4422-2800 MATERIALS & SUPPLIES	\$1,500.00	\$1,500.00	\$0.00	\$696.00	\$593.41	\$804.00	46
10-4422-2855 COMPUTERS & SOFTWA	\$11,000.00	\$11,000.00	\$375.21	\$0.00	\$0.00	\$10,624.79	0
10-4422-2900 MEMBERSHIP DUES	\$500.00	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0
10-4422-3000 MISCELLANEOUS	\$700.00	\$700.00	\$0.00	\$0.00	\$0.00	\$700.00	0
10-4422-3201 I/T SUPPORT	\$700.00	\$700.00	\$0.00	\$213.92	\$70.38	\$486.08	31
10-4422-3700 TRAVEL & TRAINING	\$2,250.00	\$2,250.00	\$0.00	\$0.00	\$0.00	\$2,250.00	0
10-4422-3800 PLANNING DISTRICT CO	\$9,320.00	\$9,320.00	\$0.00	\$7,269.45	\$0.00	\$2,050.55	78
10-4422-3900 VIOLATIONS	\$4,000.00	\$4,000.00	\$0.00	\$0.00	\$0.00	\$4,000.00	0
10-4423-1411 UDO - REWRITE	\$60,000.00	\$99,599.61	\$0.00	\$8,810.51	\$1,137.50	\$90,789.10	9
10-4431-7000 SALARIES & WAGES - R	\$575,537.00	\$575,537.00	\$0.00	\$136,718.35	\$62,713.85	\$438,818.65	24
10-4431-7011 VDOT SALARIES & WAG	\$126,035.00	\$126,035.00	\$0.00	\$0.00	\$0.00	\$126,035.00	0
10-4431-8000 SALARIES & WAGES - P	\$91,128.00	\$91,128.00	\$0.00	\$16,998.62	\$4,346.47	\$74,129.38	19
10-4431-9000 SALARIES & WAGES - O	\$25,900.00	\$25,900.00	\$0.00	\$4,947.89	\$2,450.10	\$20,952.11	19
10-4431-9001 FICA - PUBLIC WORKS	\$60,032.00	\$60,032.00	\$0.00	\$11,263.65	\$4,938.62	\$48,768.35	19
10-4431-9002 VRS - PUBLIC WORKS -	\$96,603.00	\$96,603.00	\$0.00	\$4,504.64	\$0.00	\$92,098.36	5
10-4431-9003 HEALTH INSURANCE - E	\$68,000.00	\$68,000.00	\$0.00	\$5,622.78	\$0.00	\$62,377.22	8
10-4431-9005 EMP STIPEND	\$2,200.00	\$2,200.00	\$0.00	\$678.30	\$290.70	\$1,521.70	31
10-4432-1600 INSURANCE PREMIUMS	\$12,000.00	\$12,000.00	\$0.00	\$0.00	\$0.00	\$12,000.00	0
10-4432-2000 CONTRACTUAL SERVICE	\$11,660.00	\$11,660.00	\$0.00	\$4,804.28	\$117.95	\$6,855.72	41
10-4432-2200 TELEPHONE	\$6,505.00	\$6,505.00	\$0.00	\$1,242.56	\$218.75	\$5,262.44	19
10-4432-2300 ELECTRICITY	\$6,000.00	\$6,000.00	\$0.00	\$582.55	\$328.50	\$5,417.45	10
10-4432-2400 STREET LIGHTS	\$50,000.00	\$50,000.00	\$0.00	\$15,005.09	\$7,447.49	\$34,994.91	30
10-4432-2500 FUEL-HEAT	\$5,100.00	\$5,100.00	\$0.00	\$0.00	\$0.00	\$5,100.00	0
10-4432-2600 GAS, GREASE, & OIL	\$11,517.00	\$11,517.00	\$0.00	\$3,469.46	\$2,745.44	\$8,047.54	30
10-4432-2700 TIRES & TUBES	\$2,100.00	\$2,100.00	\$0.00	\$0.00	\$0.00	\$2,100.00	0
10-4432-2800 MATERIALS & SUPPLIES	\$7,895.00	\$7,895.00	\$0.00	\$906.02	\$223.81	\$6,988.98	11
10-4432-2850 PERMITS & DUES	\$735.00	\$735.00	\$0.00	\$0.00	\$0.00	\$735.00	0
10-4432-2855 COMPUTERS & SOFTWA	\$1,930.00	\$1,930.00	\$0.00	\$0.00	\$0.00	\$1,930.00	0
10-4432-3000 MISCELLANEOUS	\$1,800.00	\$1,800.00	\$0.00	\$29.90	\$29.90	\$1,770.10	2

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10-4432-3201 I/T SUPPORT	\$5,000.00	\$5,000.00	\$0.00	\$1,241.90	\$406.78	\$3,758.10	25
10-4432-3300 BUILDING MAINTENANC	\$6,430.00	\$6,430.00	\$0.00	\$2,123.30	\$0.00	\$4,306.70	33
10-4432-3400 REPAIRS EQUIPMENT	\$22,033.00	\$24,244.12	\$0.00	\$3,192.28	\$712.49	\$21,051.84	13
10-4432-3500 REPAIRS STREETS - TO	\$50,000.00	\$50,000.00	\$0.00	\$1,382.99	\$24.50	\$48,617.01	3
10-4432-3600 REPAIRS STREETS-STAT	\$714,218.00	\$714,218.00	\$0.00	\$22,205.86	\$246.48	\$692,012.14	3
10-4432-3700 TRAVEL & TRAINING	\$6,895.00	\$6,895.00	\$0.00	\$0.00	\$0.00	\$6,895.00	0
10-4432-3800 MISS UTILITY	\$1,000.00	\$1,000.00	\$0.00	\$129.78	\$63.96	\$870.22	13
10-4432-4000 UNIFORMS/PPE	\$6,890.00	\$6,890.00	\$0.00	\$568.12	\$274.67	\$6,321.88	8
10-4432-4300 VEHICLE/EQUIPMENT PY	\$7,356.00	\$7,356.00	\$0.00	\$735.63	\$0.00	\$6,620.37	10
10-4432-4700 STORM WATER MANAGE	\$7,500.00	\$7,500.00	\$0.00	\$0.00	\$0.00	\$7,500.00	0
10-4432-4800 EQUIPMENT	\$6,120.00	\$6,120.00	\$0.00	\$0.00	\$0.00	\$6,120.00	0
10-4432-4900 HORTICULTURE	\$27,000.00	\$27,000.00	\$0.00	\$905.98	\$220.53	\$26,094.02	3
10-4432-5100 PRINCIPAL ON VRA SER	\$30,000.00	\$30,000.00	\$0.00	\$0.00	\$0.00	\$30,000.00	0
10-4432-5110 INTEREST VRA SERIES	\$17,500.00	\$17,500.00	\$0.00	\$0.00	\$0.00	\$17,500.00	0
10-4433-0100 CAPITAL PROJECTS - V	\$188,740.00	\$256,613.38	\$0.00	\$0.00	\$0.00	\$256,613.38	0
10-4441-7000 SALARIES & WAGES - R	\$1,243,104.00	\$1,243,104.00	\$0.00	\$332,607.41	\$143,847.29	\$910,496.59	27
10-4441-7010 SALARIES & WAGES - P	\$93,881.00	\$93,881.00	\$0.00	\$19,508.05	\$8,983.73	\$74,372.95	21
10-4441-9000 SALARIES & WAGES - O	\$93,200.00	\$93,200.00	\$0.00	\$46,192.87	\$9,116.27	\$47,007.13	50
10-4441-9001 FICA - PUBLIC SAFETY	\$109,410.00	\$109,410.00	\$0.00	\$28,368.16	\$11,388.26	\$81,041.84	26
10-4441-9002 VRS - PUBLIC SAFETY	\$176,916.00	\$176,916.00	\$0.00	\$13,014.93	\$0.00	\$163,901.07	7
10-4441-9003 HEALTH INSURANCE -	\$178,000.00	\$178,000.00	\$0.00	\$16,293.25	\$0.00	\$161,706.75	9
10-4441-9005 EMPLOYEE STIPEND	\$1,200.00	\$1,200.00	\$0.00	\$226.10	\$96.90	\$973.90	19
10-4442-1600 INSURANCE PREMIUMS	\$60,000.00	\$60,000.00	\$0.00	\$0.00	\$0.00	\$60,000.00	0
10-4442-2000 CONTRACTUAL SERVICE	\$101,254.00	\$101,254.00	\$0.00	\$12,474.35	\$3,865.58	\$88,779.65	12
10-4442-2200 TELEPHONE	\$11,000.00	\$11,000.00	\$0.00	\$1,337.54	\$840.04	\$9,662.46	12
10-4442-2300 ELECTRICITY	\$4,000.00	\$4,000.00	\$0.00	\$579.89	\$319.73	\$3,420.11	14
10-4442-2500 FUEL - HEAT	\$4,000.00	\$4,000.00	\$0.00	\$75.00	\$37.50	\$3,925.00	2
10-4442-2600 GAS	\$32,000.00	\$32,000.00	\$0.00	\$11,694.70	\$5,803.07	\$20,305.30	37
10-4442-2700 TIRES	\$3,000.00	\$3,000.00	\$0.00	\$1,364.70	\$1,364.70	\$1,635.30	45
10-4442-2800 MATERIALS & SUPPLIES	\$9,000.00	\$9,000.00	\$0.00	\$3,149.13	\$839.72	\$5,850.87	35
10-4442-2850 EQUIPMENT	\$15,000.00	\$15,000.00	\$0.00	\$1,661.08	\$1,261.84	\$13,338.92	11
10-4442-2855 COMPUTERS & SOFTWA	\$4,500.00	\$4,500.00	\$0.00	(\$81.84)	\$0.00	\$4,581.84	-2
10-4442-2900 MEMBERSHIP DUES	\$1,500.00	\$1,500.00	\$0.00	\$1,008.74	\$677.99	\$491.26	67
10-4442-3000 MISCELLANEOUS	\$6,000.00	\$6,000.00	\$0.00	\$1,402.61	\$527.70	\$4,597.39	23
10-4442-3201 I/T SUPPORT	\$14,000.00	\$14,000.00	\$0.00	\$3,863.42	\$1,266.78	\$10,136.58	28
10-4442-3400 REPAIRS EQUIPMENT	\$35,000.00	\$35,000.00	\$0.00	\$8,550.46	\$2,435.89	\$26,449.54	24
10-4442-3700 TRAVEL & TRAINING	\$20,000.00	\$20,000.00	\$0.00	\$8,199.00	\$2,265.58	\$11,801.00	41
10-4442-3900 COMMUNITY POLICING	\$9,500.00	\$9,500.00	\$0.00	\$6,280.17	\$2,455.69	\$3,219.83	66
10-4442-4000 UNIFORMS	\$22,500.00	\$22,500.00	\$0.00	\$8,408.98	\$1,628.52	\$14,091.02	37
10-4442-4300 VEHICLE/EQUIPMENT PA	\$29,252.00	\$29,252.00	\$0.00	\$2,727.28	\$0.00	\$26,524.72	9
10-4442-4400 FIREARMS/RANGE	\$9,000.00	\$9,000.00	\$0.00	\$0.00	\$0.00	\$9,000.00	0
10-4443-0100 CAPITAL PROJECTS - V	\$114,642.00	\$114,642.00	\$13,487.45	\$122,179.86	\$0.00	(\$21,025.31)	107
10-4443-0101 CAPITAL PROJECTS - O	\$20,200.00	\$20,200.00	\$0.00	\$0.00	\$0.00	\$20,200.00	0
10-4461-7000 SALARIES & WAGES	\$73,211.00	\$73,211.00	\$0.00	\$17,796.21	\$0.00	\$55,414.79	24
10-4461-8000 SALARIES & WAGES - P	\$125,854.00	\$125,854.00	\$0.00	\$9,671.86	\$6,155.22	\$116,182.14	8
10-4461-9001 FICA - ER	\$15,229.00	\$15,229.00	\$0.00	\$1,897.05	\$470.88	\$13,331.95	12
10-4461-9002 VRS - ER	\$10,491.00	\$10,491.00	\$0.00	\$310.50	\$0.00	\$10,180.50	3
10-4461-9003 HEALTH INSURANCE - E	\$7,638.00	\$7,638.00	\$0.00	\$324.79	\$0.00	\$7,313.21	4
10-4461-9005 EMPLOYEE STIPEND	\$450.00	\$450.00	\$0.00	\$64.60	\$0.00	\$385.40	14
10-4462-1700 ADVERTISING	\$2,200.00	\$2,200.00	\$0.00	\$0.00	\$0.00	\$2,200.00	0
10-4462-2101 GRANT EXPENSE (50% G	\$9,000.00	\$9,000.00	\$0.00	\$9,000.00	\$9,000.00	\$0.00	100
10-4462-2400 PURCHASE FOR RESALE	\$14,500.00	\$14,500.00	\$0.00	\$3,202.89	\$972.30	\$11,297.11	22
10-4462-2800 MATERIALS & SUPPLIES	\$1,000.00	\$1,000.00	\$0.00	\$10.73	\$0.00	\$989.27	1
10-4462-2855 COMPUTERS & SOFTWA	\$2,200.00	\$2,200.00	\$0.00	\$2,640.39	\$43.00	(\$440.39)	120
10-4462-2900 MEMBERSHIP DUES	\$1,000.00	\$1,000.00	\$0.00	\$470.00	\$0.00	\$530.00	47
10-4462-3000 MISCELLANEOUS	\$500.00	\$500.00	\$0.00	\$247.57	\$87.08	\$252.43	50
10-4462-3201 I/T SUPPORT	\$1,700.00	\$1,700.00	\$0.00	\$215.52	\$70.38	\$1,484.48	13
10-4462-3700 TRAVEL & TRAINING	\$7,500.00	\$7,500.00	\$0.00	\$0.00	\$0.00	\$7,500.00	0

Town of Strasburg

Account	Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
10-4462-7000 PROJECTS & PROGRAMS	\$34,000.00	\$53,300.00	\$0.00	\$2,702.25	\$769.51	\$50,597.75	5
10-4462-7200 TOURISM	\$40,800.00	\$40,800.00	\$0.00	\$0.00	\$0.00	\$40,800.00	0
10-4462-7250 VISITOR CENTER EXPEN	\$26,000.00	\$26,000.00	\$0.00	\$5,742.83	\$2,093.00	\$20,257.17	22
10-4463-0101 CAPITAL OUTLAY - OTH	\$0.00	\$15,000.00	\$0.00	\$308.75	\$308.75	\$14,691.25	2
10-5310-1000 POOL ADMISSION RECEI	\$35,000.00	\$35,000.00	\$0.00	\$15,022.46	\$1,172.00	(\$19,977.54)	43
10-5310-1500 SWIM LESSONS	\$3,000.00	\$3,000.00	\$0.00	\$2,639.00	\$0.00	(\$361.00)	88
10-5310-2000 CONCESSION RECEIPTS	\$20,000.00	\$20,000.00	\$0.00	\$8,896.44	\$656.16	(\$11,103.56)	44
10-5310-3000 RECREATIONAL RENTAL	\$18,000.00	\$18,000.00	\$0.00	\$1,331.39	\$325.00	(\$16,668.61)	7
10-5310-6000 RECREATION PROGRAM	\$500.00	\$500.00	\$0.00	\$0.00	\$0.00	(\$500.00)	0
10-5310-7000 MISCELLANEOUS RECRE	\$1,000.00	\$1,000.00	\$0.00	\$218.48	\$218.48	(\$781.52)	22
10-5411-7000 SALARIES & WAGES - P	\$94,000.00	\$94,000.00	\$0.00	\$57,632.58	\$9,747.63	\$36,367.42	61
10-5411-9001 FICA - PARKS & RECRE	\$7,191.00	\$7,191.00	\$0.00	\$4,408.96	\$745.70	\$2,782.04	61
10-5412-1600 INSURANCE PREMIUMS	\$4,000.00	\$4,000.00	\$0.00	\$0.00	\$0.00	\$4,000.00	0
10-5412-1700 ADVERTISING	\$1,000.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0
10-5412-1900 CHEMICALS	\$9,000.00	\$9,000.00	\$0.00	\$2,627.04	\$447.45	\$6,372.96	29
10-5412-2000 CONTRACTUAL SERVICE	\$6,000.00	\$6,000.00	\$0.00	\$720.00	\$720.00	\$5,280.00	12
10-5412-2300 ELECTRICITY	\$9,500.00	\$9,500.00	\$0.00	\$3,260.27	\$1,036.19	\$6,239.73	34
10-5412-2400 PURCHASE FOR RESALE	\$15,000.00	\$15,000.00	\$0.00	\$9,606.36	\$5,005.51	\$5,393.64	64
10-5412-2800 MATERIALS & SUPPLIES	\$4,500.00	\$4,500.00	\$0.00	\$1,725.12	\$540.36	\$2,774.88	38
10-5412-2860 PARK MAINTENANCE	\$7,000.00	\$7,000.00	\$0.00	\$4,740.70	\$0.00	\$2,259.30	68
10-5412-2861 PARK IMPROVEMENTS	\$8,500.00	\$8,500.00	\$0.00	\$0.00	\$0.00	\$8,500.00	0
10-5412-3000 MISCELLANEOUS	\$750.00	\$750.00	\$0.00	\$431.89	\$79.90	\$318.11	58
10-5412-3300 BUILDING MAINTENANC	\$5,000.00	\$5,000.00	\$0.00	\$915.37	\$620.23	\$4,084.63	18
10-5412-3400 REPAIRS EQUIPMENT	\$5,000.00	\$5,000.00	\$0.00	\$2,200.00	\$0.00	\$2,800.00	44
10-5412-4000 EVENT EXPENSES	\$43,100.00	\$43,100.00	\$6,000.00	\$10,948.24	\$400.00	\$26,151.76	25
10-5412-7000 RECREATIONAL PROGRA	\$3,000.00	\$3,000.00	\$0.00	\$626.73	\$0.00	\$2,373.27	21
10-5413-0300 CAPITAL OUTLAY REC	\$505,000.00	\$505,000.00	\$0.00	\$0.00	\$0.00	\$505,000.00	0
<b>Reporting Fund: 10-GENERAL FUND</b>							
FundRevTot	\$11,533,958.00	\$11,533,958.00	\$0.00	\$921,485.79	\$251,755.71	(\$10,612,472.21)	8
FundExpTot	\$11,533,958.00	\$11,747,942.11	\$93,414.39	\$1,375,224.23	\$514,420.63	\$10,279,303.49	13
<b>Reporting Fund: 20-WATER FUND</b>							
20-3350-7500 LEASE RECEIPTS	\$88,000.00	\$88,000.00	\$0.00	\$0.00	\$0.00	(\$88,000.00)	0
20-3360-1000 WATER REVENUE	\$2,430,000.00	\$2,430,000.00	\$0.00	\$579,732.90	\$197,559.16	(\$1,850,267.10)	24
20-3360-2000 WATER PENALTIES	\$75,000.00	\$75,000.00	\$0.00	\$21,018.72	\$7,850.76	(\$53,981.28)	28
20-3360-3000 WATER AVAILABILITY F	\$153,000.00	\$153,000.00	\$0.00	\$199,273.93	\$47,773.93	\$46,273.93	130
20-3360-3100 WATER TAP FEES	\$35,000.00	\$35,000.00	\$0.00	\$5,028.16	\$5,028.16	(\$29,971.84)	14
20-3360-3200 INSPECTION FEES	\$1,000.00	\$1,000.00	\$0.00	\$0.00	\$0.00	(\$1,000.00)	0
20-3360-6000 MISCELLANEOUS RECEI	\$20,000.00	\$20,000.00	\$0.00	\$9,868.26	\$4,768.26	(\$10,131.74)	49
20-3360-7000 WATER INTEREST INCOM	\$40,000.00	\$40,000.00	\$0.00	\$13,117.01	\$0.00	(\$26,882.99)	33
20-3360-9060 ARPA FUNDS TRANSFER	\$750,000.00	\$750,000.00	\$0.00	\$0.00	\$0.00	(\$750,000.00)	0
20-4411-7000 SALARIES & WAGES - R	\$93,129.00	\$93,129.00	\$0.00	\$24,141.83	\$10,480.36	\$68,987.17	26
20-4411-8000 SALARIES & WAGES - P	\$150.00	\$150.00	\$0.00	\$0.00	\$0.00	\$150.00	0
20-4411-9000 SALARIES & WAGES - O	\$1,000.00	\$1,000.00	\$0.00	\$322.67	\$67.45	\$677.33	32
20-4411-9001 FICA - ADMINISTRATIO	\$7,135.00	\$7,135.00	\$0.00	\$1,747.15	\$753.03	\$5,387.85	24
20-4411-9002 VRS - ADMINISTRATION	\$13,223.00	\$13,223.00	\$0.00	\$1,765.46	\$0.00	\$11,457.54	13
20-4411-9003 HEALTH INSURANCE ER	\$11,461.00	\$11,461.00	\$0.00	\$1,730.74	\$0.00	\$9,730.26	15
20-4412-1600 INSURANCE PREMIUMS	\$5,500.00	\$5,500.00	\$0.00	\$0.00	\$0.00	\$5,500.00	0
20-4412-2000 CONTRACTUAL SERVICE	\$24,280.00	\$24,280.00	\$0.00	\$3,647.91	\$734.36	\$20,632.09	15
20-4412-2100 PROFESSIONAL SERVICE	\$16,500.00	\$16,500.00	\$0.00	\$795.30	\$0.00	\$15,704.70	5
20-4412-2200 TELEPHONE	\$3,000.00	\$3,000.00	\$0.00	\$566.21	\$185.78	\$2,433.79	19
20-4412-2300 ELECTRICITY	\$4,400.00	\$4,400.00	\$0.00	\$1,028.82	\$532.99	\$3,371.18	23
20-4412-2500 FUEL-HEAT	\$800.00	\$800.00	\$0.00	\$29.25	\$21.83	\$770.75	4
20-4412-2800 MATERIALS & SUPPLIES	\$20,880.00	\$20,880.00	\$0.00	\$4,161.19	\$1,916.38	\$16,718.81	20
20-4412-2855 COMPUTERS & SOFTWA	\$2,000.00	\$2,000.00	\$0.00	\$36.38	\$36.38	\$1,963.62	2
20-4412-2900 MEMBERSHIP DUES	\$625.00	\$625.00	\$0.00	\$1,979.67	\$0.00	(\$1,354.67)	317
20-4412-3000 MISCELLANEOUS	\$2,500.00	\$2,500.00	\$0.00	\$1,270.50	\$831.93	\$1,229.50	51
20-4412-3201 I/T SUPPORT	\$3,500.00	\$3,500.00	\$0.00	\$717.55	\$232.24	\$2,782.45	21

Town of Strasburg

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20-4412-3300 BUILDING MAINTENANC	\$6,400.00	\$6,400.00	\$0.00	\$266.81	\$247.51	\$6,133.19	4
20-4412-3700 TRAVEL & TRAINING	\$3,300.00	\$3,300.00	\$0.00	\$0.00	\$0.00	\$3,300.00	0
20-4412-9000 CONTINGENCY EXPENSE	\$15,000.00	\$15,000.00	\$0.00	\$0.00	\$0.00	\$15,000.00	0
20-4412-9020 TRANSFER TO SEWER FU	\$281,989.00	\$281,989.00	\$0.00	\$0.00	\$0.00	\$281,989.00	0
20-4413-4411 TRANSFER TO WATER RE	\$49,692.00	\$49,692.00	\$0.00	\$0.00	\$0.00	\$49,692.00	0
20-4421-7000 SALARIES & WAGES	\$9,134.00	\$9,134.00	\$0.00	\$3,206.33	\$1,614.70	\$5,927.67	35
20-4421-9001 FICA	\$699.00	\$699.00	\$0.00	\$245.25	\$123.51	\$453.75	35
20-4421-9002 VRS	\$1,309.00	\$1,309.00	\$0.00	\$185.35	\$0.00	\$1,123.65	14
20-4421-9003 HEALTH INSURANCE	\$1,116.00	\$1,116.00	\$0.00	\$235.68	\$0.00	\$880.32	21
20-4422-2800 MATERIALS & SUPPLIES	\$0.00	\$0.00	\$0.00	\$51.29	\$0.00	(\$51.29)	0
20-4422-3201 I/T SUPPORT	\$0.00	\$0.00	\$0.00	\$106.96	\$35.19	(\$106.96)	0
20-4422-3700 TRAVEL & TRAINING	\$0.00	\$0.00	\$0.00	\$56.62	\$0.00	(\$56.62)	0
20-4431-7000 SALARIES & WAGES - R	\$169,550.00	\$169,550.00	\$0.00	\$42,260.04	\$15,907.55	\$127,289.96	25
20-4431-8000 SALARIES & WAGES - P	\$14,081.00	\$14,081.00	\$0.00	\$2,653.35	\$956.88	\$11,427.65	19
20-4431-9000 SALARIES & WAGES - O	\$5,550.00	\$5,550.00	\$0.00	\$2,030.76	\$726.37	\$3,519.24	37
20-4431-9001 FICA - PUBLIC WORKS	\$14,814.00	\$14,814.00	\$0.00	\$3,590.99	\$1,345.70	\$11,223.01	24
20-4431-9002 VRS - PUBLIC WORKS	\$25,728.00	\$25,728.00	\$0.00	\$2,252.32	\$0.00	\$23,475.68	9
20-4431-9003 HEALTH INSURANCE	\$38,500.00	\$38,500.00	\$0.00	\$2,821.85	\$0.00	\$35,678.15	7
20-4431-9005 EMPLOYEE STIPEND	\$1,150.00	\$1,150.00	\$0.00	\$0.00	\$0.00	\$1,150.00	0
20-4432-1600 INSURANCE PREMIUMS	\$9,000.00	\$9,000.00	\$0.00	\$0.00	\$0.00	\$9,000.00	0
20-4432-2000 CONTRACTUAL SERVICE	\$11,305.00	\$11,305.00	\$0.00	\$4,538.85	\$73.35	\$6,766.15	40
20-4432-2200 TELEPHONE	\$6,320.00	\$6,320.00	\$0.00	\$1,206.07	\$212.32	\$5,113.93	19
20-4432-2300 ELECTRICITY	\$7,500.00	\$7,500.00	\$0.00	\$565.40	\$318.83	\$6,934.60	8
20-4432-2500 GAS FUEL	\$4,950.00	\$4,950.00	\$0.00	\$0.00	\$0.00	\$4,950.00	0
20-4432-2600 GAS, GREASE, & OIL	\$11,100.00	\$11,100.00	\$0.00	\$3,367.40	\$2,664.69	\$7,732.60	30
20-4432-2700 TIRES & TUBES	\$2,000.00	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	0
20-4432-2800 MATERIAL & SUPPLIES	\$7,665.00	\$7,665.00	\$0.00	\$842.98	\$217.20	\$6,822.02	11
20-4432-2850 PERMITS & DUES	\$455.00	\$455.00	\$0.00	\$0.00	\$0.00	\$455.00	0
20-4432-2855 COMPUTERS & SOFTWA	\$1,700.00	\$1,700.00	\$0.00	\$0.00	\$0.00	\$1,700.00	0
20-4432-3000 MISCELLANEOUS	\$1,740.00	\$1,740.00	\$0.00	\$0.00	\$0.00	\$1,740.00	0
20-4432-3201 I/T SUPPORT	\$4,200.00	\$4,200.00	\$0.00	\$1,205.37	\$394.81	\$2,994.63	29
20-4432-3300 BUILDING MAINTENANC	\$6,235.00	\$6,235.00	\$0.00	\$2,060.85	\$0.00	\$4,174.15	33
20-4432-3400 REPAIRS EQUIPMENT	\$21,385.00	\$23,531.07	\$0.00	\$3,097.93	\$691.35	\$20,433.14	13
20-4432-3700 TRAVEL & TRAINING	\$6,650.00	\$6,650.00	\$0.00	\$0.00	\$0.00	\$6,650.00	0
20-4432-3800 MISS UTILITY	\$975.00	\$975.00	\$0.00	\$125.96	\$62.07	\$849.04	13
20-4432-4000 UNIFORMS/PPE	\$6,640.00	\$6,640.00	\$0.00	\$570.89	\$286.04	\$6,069.11	9
20-4432-4300 VEHICLE/EQUIPMENT PA	\$7,140.00	\$7,140.00	\$0.00	\$713.99	\$0.00	\$6,426.01	10
20-4432-4400 WATER METERS	\$30,000.00	\$30,000.00	\$0.00	\$0.00	\$0.00	\$30,000.00	0
20-4432-4500 WATER INFRASTRUCTUR	\$100,000.00	\$100,000.00	\$1,441.26	\$10,485.50	\$2,969.21	\$88,073.24	10
20-4432-4800 EQUIPMENT	\$5,940.00	\$5,940.00	\$0.00	\$0.00	\$0.00	\$5,940.00	0
20-4432-5100 PRINCIPAL ON VRA SER	\$60,000.00	\$60,000.00	\$0.00	\$0.00	\$0.00	\$60,000.00	0
20-4432-5110 INTEREST VRA SERIES	\$35,000.00	\$35,000.00	\$0.00	\$0.00	\$0.00	\$35,000.00	0
20-4433-0100 VEHICLES	\$0.00	\$65,877.11	\$0.00	\$0.00	\$0.00	\$65,877.11	0
20-4433-0990 CIP PROJECTS	\$750,000.00	\$750,000.00	\$0.00	\$0.00	\$0.00	\$750,000.00	0
20-4451-7000 SALARIES & WAGES - R	\$365,226.00	\$365,226.00	\$0.00	\$97,126.87	\$41,780.28	\$268,099.13	27
20-4451-8000 WAGES PART TIME	\$1,600.00	\$1,600.00	\$0.00	\$0.00	\$0.00	\$1,600.00	0
20-4451-9000 SALARIES & WAGES - O	\$15,000.00	\$15,000.00	\$0.00	\$1,699.32	\$590.95	\$13,300.68	11
20-4451-9001 FICA - WATER TREATME	\$29,210.00	\$29,210.00	\$0.00	\$7,066.13	\$3,034.74	\$22,143.87	24
20-4451-9002 VRS - WATER TREATMEN	\$49,082.00	\$49,082.00	\$0.00	\$3,093.15	\$0.00	\$45,988.85	6
20-4451-9003 HEALTH INSURANCE	\$50,552.00	\$50,552.00	\$0.00	\$3,768.75	\$0.00	\$46,783.25	7
20-4451-9005 EMPLOYEE STIPENED	\$1,660.00	\$1,660.00	\$0.00	\$678.30	\$290.70	\$981.70	41
20-4452-1600 INSURANCE PREMIUMS	\$22,500.00	\$22,500.00	\$0.00	\$0.00	\$0.00	\$22,500.00	0
20-4452-1900 WATER PLANT CHEMICA	\$125,000.00	\$125,000.00	\$0.00	\$33,329.76	\$7,757.71	\$91,670.24	27
20-4452-2000 CONTRACTUAL SERVICE	\$40,985.00	\$40,985.00	\$0.00	\$8,326.96	\$918.20	\$32,658.04	20
20-4452-2200 TELEPHONE	\$3,200.00	\$3,200.00	\$0.00	\$551.59	\$182.58	\$2,648.41	17
20-4452-2300 ELECTRICITY	\$105,000.00	\$105,000.00	\$0.00	\$18,383.44	\$0.00	\$86,616.56	18
20-4452-2500 FUEL /LP	\$5,900.00	\$5,900.00	\$0.00	\$1,722.19	\$1,225.58	\$4,177.81	29
20-4452-2600 GAS, GREASE, & OIL	\$3,000.00	\$3,000.00	\$0.00	\$298.92	\$298.92	\$2,701.08	10

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Account	Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
20-4452-2800 MATERIALS & SUPPLIES	\$4,400.00	\$4,400.00	\$0.00	\$868.86	\$15.00	\$3,531.14	20
20-4452-2850 PERMIT FEES & DUES	\$12,725.00	\$12,725.00	\$0.00	\$9,078.00	\$0.00	\$3,647.00	71
20-4452-2855 COMPUTERS & SOFTWA	\$2,250.00	\$2,250.00	\$0.00	\$0.00	\$0.00	\$2,250.00	0
20-4452-2900 LAB OPERATING	\$10,500.00	\$10,500.00	\$0.00	\$2,865.57	\$134.70	\$7,634.43	27
20-4452-3000 MISCELLANEOUS	\$3,000.00	\$3,000.00	\$0.00	\$103.34	\$103.34	\$2,896.66	3
20-4452-3100 TESTING	\$10,915.00	\$10,915.00	\$0.00	\$2,035.78	\$0.00	\$8,879.22	19
20-4452-3201 I/T SUPPORT	\$8,500.00	\$8,500.00	\$0.00	\$1,286.73	\$422.26	\$7,213.27	15
20-4452-3300 BUILDING MAINTENANC	\$10,100.00	\$10,100.00	\$0.00	\$4,544.69	\$3,823.46	\$5,555.31	45
20-4452-3400 REPAIRS EQUIPMENT	\$50,000.00	\$50,000.00	\$0.00	\$8,014.94	\$6,609.91	\$41,985.06	16
20-4452-3700 TRAVEL & TRAINING	\$13,200.00	\$13,200.00	\$0.00	\$75.00	\$0.00	\$13,125.00	1
20-4452-4000 UNIFORMS	\$5,400.00	\$5,400.00	\$0.00	\$1,168.98	\$558.04	\$4,231.02	22
20-4452-4700 EQUIPMENT	\$7,400.00	\$7,400.00	\$0.00	\$0.00	\$0.00	\$7,400.00	0
20-4452-4900 TANK MAINTENANCE	\$91,080.00	\$91,080.00	\$0.00	\$84,764.26	\$0.00	\$6,315.74	93
20-4452-5000 WTP LOAN-RURAL DEV	\$481,120.00	\$481,120.00	\$0.00	\$40,093.00	\$0.00	\$441,027.00	8
20-4453-0990 CIP PROJECTS	\$117,500.00	\$117,500.00	\$0.00	\$17,784.22	\$5,292.65	\$99,715.78	15
20-4461-9002 VRS	\$0.00	\$0.00	\$0.00	\$155.25	\$0.00	(\$155.25)	0
20-4461-9003 HEALTH INSURANCE	\$0.00	\$0.00	\$0.00	\$162.40	\$0.00	(\$162.40)	0
20-4462-3201 I/T SUPPORT	\$0.00	\$0.00	\$0.00	\$107.75	\$35.19	(\$107.75)	0
Reporting Fund: 20-WATER FUND							
FundRevTot	\$3,592,000.00	\$3,592,000.00	\$0.00	\$828,038.98	\$262,980.27	(\$2,763,961.02)	23
FundExpTot	\$3,592,000.00	\$3,660,023.18	\$1,441.26	\$481,839.57	\$117,714.22	\$3,176,742.35	13
Reporting Fund: 30-SEWER FUND							
30-3370-1000 SEWER REVENUE	\$2,472,635.00	\$2,472,635.00	\$0.00	\$678,206.31	\$229,316.04	(\$1,794,428.69)	27
30-3370-2000 SEWER PENALTIES	\$50,000.00	\$50,000.00	\$0.00	\$6,850.00	\$2,150.00	(\$43,150.00)	14
30-3370-3000 SEWER AVAILABILITY F	\$153,000.00	\$153,000.00	\$0.00	\$197,853.13	\$46,353.13	\$44,853.13	129
30-3370-3100 SEWER TAP FEES	\$20,000.00	\$20,000.00	\$0.00	\$0.00	\$0.00	(\$20,000.00)	0
30-3370-3200 INSPECTION FEES	\$500.00	\$500.00	\$0.00	\$0.00	\$0.00	(\$500.00)	0
30-3370-6000 MISCELLANEOUS RECEI	\$2,500.00	\$2,500.00	\$0.00	\$1,221.89	\$1,199.97	(\$1,278.11)	49
30-3370-7000 SEWER INTEREST INCO	\$40,000.00	\$40,000.00	\$0.00	\$12,901.75	\$0.00	(\$27,098.25)	32
30-3370-9020 TRANSFER FROM WATER	\$281,989.00	\$281,989.00	\$0.00	\$0.00	\$0.00	(\$281,989.00)	0
30-3370-9060 ARPA FUNDS TRANSFER	\$1,162,000.00	\$1,162,000.00	\$0.00	\$0.00	\$0.00	(\$1,162,000.00)	0
30-4411-7000 SALARIES & WAGES - R	\$93,129.00	\$93,129.00	\$0.00	\$24,067.37	\$10,414.38	\$69,061.63	26
30-4411-8000 SALARIES & WAGES - P	\$150.00	\$150.00	\$0.00	\$0.00	\$0.00	\$150.00	0
30-4411-9000 SALARIES & WAGES - O	\$1,000.00	\$1,000.00	\$0.00	\$310.63	\$67.45	\$689.37	31
30-4411-9001 FICA - ADMININSTRATI	\$7,135.00	\$7,135.00	\$0.00	\$1,864.91	\$801.85	\$5,270.09	26
30-4411-9002 VRS - ADMINISTRATION	\$13,366.00	\$13,366.00	\$0.00	\$1,765.46	\$0.00	\$11,600.54	13
30-4411-9003 HEALTH INSURANCE	\$11,461.00	\$11,461.00	\$0.00	\$1,730.74	\$0.00	\$9,730.26	15
30-4412-1600 INSURANCE PREMIUMS	\$5,500.00	\$5,500.00	\$0.00	\$0.00	\$0.00	\$5,500.00	0
30-4412-2000 CONTRACTUAL SERVICE	\$24,280.00	\$24,280.00	\$0.00	\$3,815.46	\$734.36	\$20,464.54	16
30-4412-2100 PROFESSIONAL SERVICE	\$16,500.00	\$16,500.00	\$0.00	\$795.30	\$0.00	\$15,704.70	5
30-4412-2200 TELEPHONE	\$3,000.00	\$3,000.00	\$0.00	\$398.66	\$185.78	\$2,601.34	13
30-4412-2300 ELECTRICITY	\$4,400.00	\$4,400.00	\$0.00	\$1,028.82	\$532.99	\$3,371.18	23
30-4412-2500 FUEL-HEAT	\$800.00	\$800.00	\$0.00	\$29.25	\$21.83	\$770.75	4
30-4412-2800 MATERIALS & SUPPLIES	\$20,880.00	\$20,880.00	\$0.00	\$4,161.16	\$1,916.38	\$16,718.84	20
30-4412-2855 COMPUTERS & SOFTWA	\$2,000.00	\$2,000.00	\$0.00	\$36.38	\$36.38	\$1,963.62	2
30-4412-2900 MEMBERSHIP DUES	\$625.00	\$625.00	\$0.00	\$1,979.67	\$0.00	(\$1,354.67)	317
30-4412-3000 MISCELLANEOUS	\$2,500.00	\$2,500.00	\$0.00	\$1,270.48	\$831.93	\$1,229.52	51
30-4412-3201 I/T SUPPORT	\$3,500.00	\$3,500.00	\$0.00	\$717.55	\$232.24	\$2,782.45	21
30-4412-3300 BUILDING MAINTENANC	\$6,410.00	\$6,410.00	\$0.00	\$266.81	\$247.51	\$6,143.19	4
30-4412-3700 TRAVEL & TRAINING	\$3,300.00	\$3,300.00	\$0.00	\$0.00	\$0.00	\$3,300.00	0
30-4412-9000 CONTINGENCY	\$15,000.00	\$15,000.00	\$0.00	\$0.00	\$0.00	\$15,000.00	0
30-4421-7000 SALARIES & WAGES	\$9,134.00	\$9,134.00	\$0.00	\$3,206.33	\$1,614.70	\$5,927.67	35
30-4421-9001 FICA	\$699.00	\$699.00	\$0.00	\$245.25	\$123.51	\$453.75	35
30-4421-9002 VRS	\$1,309.00	\$1,309.00	\$0.00	\$185.35	\$0.00	\$1,123.65	14
30-4421-9003 HEALTH INSURANCE	\$1,116.00	\$1,116.00	\$0.00	\$235.68	\$0.00	\$880.32	21
30-4422-2800 MATERIALS & SUPPLIES	\$0.00	\$0.00	\$0.00	\$51.29	\$0.00	(\$51.29)	0
30-4422-3201 I/T SUPPORT	\$0.00	\$0.00	\$0.00	\$106.96	\$35.19	(\$106.96)	0
30-4431-7000 SALARIES & WAGES - R	\$169,550.00	\$169,550.00	\$0.00	\$42,260.04	\$15,907.55	\$127,289.96	25

Town of Strasburg

Account	Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
30-4431-8000 SALARIES & WAGES - P	\$14,081.00	\$14,081.00	\$0.00	\$2,653.35	\$956.88	\$11,427.65	19
30-4431-9000 SALARIES & WAGES - O	\$5,550.00	\$5,550.00	\$0.00	\$1,628.71	\$659.81	\$3,921.29	29
30-4431-9001 FICA - PUBLIC WORKS	\$14,814.00	\$14,814.00	\$0.00	\$3,560.21	\$1,340.61	\$11,253.79	24
30-4431-9002 VRS - PUBLIC WORKS	\$25,728.00	\$25,728.00	\$0.00	\$2,252.32	\$0.00	\$23,475.68	9
30-4431-9003 HEALTH INSURANCE	\$38,500.00	\$38,500.00	\$0.00	\$2,821.85	\$0.00	\$35,678.15	7
30-4431-9005 EMPLOYEE STIPEND	\$1,150.00	\$1,150.00	\$0.00	\$0.00	\$0.00	\$1,150.00	0
30-4432-1600 INSURANCE PREMIUMS	\$9,000.00	\$9,000.00	\$0.00	\$0.00	\$0.00	\$9,000.00	0
30-4432-1900 CHEMICALS	\$20,000.00	\$20,000.00	\$0.00	\$8,832.09	\$0.00	\$11,167.91	44
30-4432-2000 CONTRACTUAL SERVICE	\$11,305.00	\$11,305.00	\$0.00	\$4,538.85	\$73.35	\$6,766.15	40
30-4432-2200 TELEPHONE	\$6,320.00	\$6,320.00	\$0.00	\$1,206.07	\$212.32	\$5,113.93	19
30-4432-2300 ELECTRICITY	\$7,540.00	\$7,540.00	\$0.00	\$565.40	\$318.83	\$6,974.60	7
30-4432-2500 FUEL-HEAT	\$4,950.00	\$4,950.00	\$0.00	\$0.00	\$0.00	\$4,950.00	0
30-4432-2600 GAS, GREASE & OIL	\$11,170.00	\$11,170.00	\$0.00	\$3,367.40	\$2,664.69	\$7,802.60	30
30-4432-2700 TIRES & TUBES	\$2,038.00	\$2,038.00	\$0.00	\$0.00	\$0.00	\$2,038.00	0
30-4432-2800 MATERIALS & SUPPLIES	\$7,670.00	\$7,670.00	\$0.00	\$838.69	\$217.20	\$6,831.31	11
30-4432-2850 PERMITS & DUES	\$455.00	\$455.00	\$0.00	\$0.00	\$0.00	\$455.00	0
30-4432-2855 COMPUTERS & SOFTWARE	\$1,700.00	\$1,700.00	\$0.00	\$0.00	\$0.00	\$1,700.00	0
30-4432-3000 MISCELLANEOUS	\$1,750.00	\$1,750.00	\$0.00	\$0.00	\$0.00	\$1,750.00	0
30-4432-3201 I/T SUPPORT	\$4,200.00	\$4,200.00	\$0.00	\$1,205.37	\$394.81	\$2,994.63	29
30-4432-3300 BUILDING MAINTENANCE	\$6,235.00	\$6,235.00	\$0.00	\$2,060.85	\$0.00	\$4,174.15	33
30-4432-3400 REPAIRS EQUIPMENT	\$21,385.00	\$23,531.07	\$0.00	\$3,097.92	\$691.34	\$20,433.15	13
30-4432-3700 TRAVEL & TRAINING	\$6,650.00	\$6,650.00	\$0.00	\$0.00	\$0.00	\$6,650.00	0
30-4432-3800 MISS UTILITY	\$980.00	\$980.00	\$0.00	\$125.96	\$62.07	\$854.04	13
30-4432-4000 UNIFORMS/PPE	\$6,640.00	\$6,640.00	\$0.00	\$590.88	\$306.03	\$6,049.12	9
30-4432-4300 VEHICLE/EQUIPMENT PA	\$7,140.00	\$7,140.00	\$0.00	\$713.99	\$0.00	\$6,426.01	10
30-4432-4500 INFRASTRUCTURE REPAIR	\$100,000.00	\$100,000.00	\$153.32	\$3,971.31	\$2,577.75	\$95,875.37	4
30-4432-4800 EQUIPMENT	\$5,940.00	\$5,940.00	\$0.00	\$0.00	\$0.00	\$5,940.00	0
30-4432-5100 PRINCIPAL ON VRA SERIES	\$60,000.00	\$60,000.00	\$0.00	\$0.00	\$0.00	\$60,000.00	0
30-4432-5110 INTEREST VRA SERIES	\$35,000.00	\$35,000.00	\$0.00	\$0.00	\$0.00	\$35,000.00	0
30-4433-0100 VEHICLES	\$0.00	\$65,877.11	\$0.00	\$0.00	\$0.00	\$65,877.11	0
30-4433-0990 CIP PROJECTS	\$1,162,000.00	\$1,162,000.00	\$0.00	\$0.00	\$0.00	\$1,162,000.00	0
30-4451-7000 SALARIES & WAGES - R	\$386,165.00	\$386,165.00	\$0.00	\$96,447.87	\$40,660.97	\$289,717.13	25
30-4451-8000 WAGES - PARTTIME	\$1,500.00	\$1,500.00	\$0.00	\$0.00	\$0.00	\$1,500.00	0
30-4451-9000 SALARIES & WAGES - O	\$11,700.00	\$11,700.00	\$0.00	\$1,734.58	\$1,264.94	\$9,965.42	15
30-4451-9001 FICA - SEWER TREATMENT	\$29,658.00	\$29,658.00	\$0.00	\$6,827.34	\$2,914.37	\$22,830.66	23
30-4451-9002 VRS - SEWER TREATMENT	\$55,553.00	\$55,553.00	\$0.00	\$3,789.06	\$0.00	\$51,763.94	7
30-4451-9003 HEALTH INSURANCE	\$56,578.00	\$56,578.00	\$0.00	\$4,685.50	\$0.00	\$51,892.50	8
30-4451-9005 EMPLOYEE STIPEND	\$500.00	\$500.00	\$0.00	\$452.20	\$193.80	\$47.80	90
30-4452-1600 INSURANCE PREMIUMS	\$22,000.00	\$22,000.00	\$0.00	\$0.00	\$0.00	\$22,000.00	0
30-4452-1900 CHEMICALS	\$170,100.00	\$170,100.00	\$0.00	\$49,284.97	\$13,479.62	\$120,815.03	29
30-4452-2000 CONTRACTUAL SERVICE	\$31,500.00	\$31,500.00	\$0.00	\$18,238.71	\$11,575.93	\$13,261.29	58
30-4452-2200 TELEPHONE	\$7,800.00	\$7,800.00	\$0.00	\$898.28	\$426.67	\$6,901.72	12
30-4452-2300 ELECTRICITY	\$175,000.00	\$175,000.00	\$0.00	\$29,454.55	\$93.04	\$145,545.45	17
30-4452-2500 FUEL-HEAT	\$8,000.00	\$8,000.00	\$0.00	\$0.00	\$0.00	\$8,000.00	0
30-4452-2600 GAS, GREASE, & OIL	\$7,200.00	\$7,200.00	\$0.00	\$309.49	\$56.82	\$6,890.51	4
30-4452-2800 MATERIALS & SUPPLIES	\$10,500.00	\$10,500.00	\$0.00	\$2,710.26	\$1,580.22	\$7,789.74	26
30-4452-2850 PERMIT FEE & DUES	\$10,200.00	\$10,200.00	\$0.00	\$10,225.00	\$10,225.00	(\$25.00)	100
30-4452-2855 COMPUTERS & SOFTWARE	\$2,250.00	\$2,250.00	\$0.00	\$239.88	\$239.88	\$2,010.12	11
30-4452-2900 LAB OPERATING	\$43,100.00	\$43,100.00	\$0.00	\$6,368.86	\$4,541.05	\$36,731.14	15
30-4452-3000 MISCELLANEOUS	\$2,250.00	\$2,250.00	\$0.00	\$29.90	\$29.90	\$2,220.10	1
30-4452-3100 TESTING	\$6,400.00	\$6,400.00	\$0.00	\$0.00	\$0.00	\$6,400.00	0
30-4452-3201 I/T SUPPORT	\$5,500.00	\$5,500.00	\$0.00	\$1,497.45	\$492.64	\$4,002.55	27
30-4452-3300 BUILDINGS MAINTENANCE	\$10,000.00	\$10,000.00	\$0.00	\$216.39	\$216.39	\$9,783.61	2
30-4452-3400 REPAIRS EQUIPMENT	\$105,100.00	\$105,100.00	\$0.00	\$1,805.05	\$1,579.83	\$103,294.95	2
30-4452-3450 PUMP STATION REPAIR	\$17,000.00	\$17,000.00	\$0.00	\$9,646.85	\$9,646.85	\$7,353.15	57
30-4452-3700 TRAVEL & TRAINING	\$4,740.00	\$4,740.00	\$0.00	\$571.78	\$221.78	\$4,168.22	12
30-4452-4000 UNIFORMS	\$5,980.00	\$5,980.00	\$0.00	\$179.01	\$0.00	\$5,800.99	3
30-4452-4800 EQUIPMENT	\$1,600.00	\$1,600.00	\$0.00	\$0.00	\$0.00	\$1,600.00	0



Town of Strasburg

Account	Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
30-4452-5100 VRA LOAN/WWTP UPGR	\$655,715.00	\$655,715.00	\$0.00	\$0.00	\$0.00	\$655,715.00	0
30-4452-5500 SLUDGE REMOVAL	\$102,200.00	\$102,200.00	\$0.00	\$12,297.08	\$347.48	\$89,902.92	12
30-4452-5600 POLUTION CREDITS	\$15,000.00	\$15,000.00	\$0.00	\$625.00	\$0.00	\$14,375.00	4
30-4453-0990 WWTP CIP PROJECTS	\$205,200.00	\$205,200.00	\$0.00	\$0.00	\$0.00	\$205,200.00	0
30-4461-9002 VRS ER EXPENSE	\$0.00	\$0.00	\$0.00	\$155.25	\$0.00	(\$155.25)	0
30-4461-9003 HEALTH INSURANCE ER	\$0.00	\$0.00	\$0.00	\$162.40	\$0.00	(\$162.40)	0
30-4462-3201 I/T SUPPORT	\$0.00	\$0.00	\$0.00	\$107.75	\$35.19	(\$107.75)	0
<b>Reporting Fund: 30-SEWER FUND</b>							
FundRevTot	\$4,182,624.00	\$4,182,624.00	\$0.00	\$897,033.08	\$279,019.14	(\$3,285,590.92)	21
FundExpTot	\$4,182,624.00	\$4,250,647.18	\$153.32	\$393,521.23	\$144,002.09	\$3,856,972.63	9
<b>Reporting Fund: 40-TRASH FUND</b>							
40-3480-1000 TRASH COLLECTION FEE	\$501,900.00	\$501,900.00	\$0.00	\$128,954.40	\$43,127.00	(\$372,945.60)	26
40-4462-4200 LANDFILL TIPPING FEE	\$104,000.00	\$104,000.00	\$0.00	\$18,332.36	\$9,180.87	\$85,667.64	18
40-4462-4900 TRASH COLLECTION	\$397,900.00	\$397,900.00	\$0.00	\$84,002.86	\$45,947.07	\$313,897.14	21
<b>Reporting Fund: 40-TRASH FUND</b>							
FundRevTot	\$501,900.00	\$501,900.00	\$0.00	\$128,954.40	\$43,127.00	(\$372,945.60)	26
FundExpTot	\$501,900.00	\$501,900.00	\$0.00	\$102,335.22	\$55,127.94	\$399,564.78	20
<b>Reporting Fund: 60-AMERICAN RESCUE PLAN</b>							
60-5920-0001 AMERICAN RESCUE PLA	\$0.00	\$0.00	\$0.00	\$16,829.53	\$16,532.33	(\$16,829.53)	0
<b>Reporting Fund: 60-AMERICAN RESCUE PLAN</b>							
FundRevTot	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
FundExpTot	\$0.00	\$0.00	\$0.00	\$16,829.53	\$16,532.33	(\$16,829.53)	0
<b>Grand Totals:</b>							
TotalRev	\$19,810,482.00	\$19,810,482.00	\$0.00	\$2,775,512.25	\$836,882.12	(\$17,034,969.75)	14
TotalExp	\$19,810,482.00	\$20,160,512.47	\$95,008.97	\$2,369,749.78	\$847,797.21	\$17,695,753.72	12



## Memorandum

To: Mayor Boies & Members of Town Council  
From: Wayne Sager, Chief of Police  
Date: 10-06-2023  
Re: Monthly Update to Council

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The Strasburg Police Department answered **1662** calls for service in the month of **September** 2023.

### Adult Criminal Charges (17)

- 1 Murder in the First Degree (F)
- 1 Concealing a Dead Body (F)
- 4 Domestic Assault (4 M, 3 separate defendants)
- 1 Carnal Knowledge of a Child 13 to 15 years of age (F)
- 5 Possession of a Controlled Drug (F, separate defendants)
- 1 Possession of Firearm w/Drugs (F)
- 1 Fugitive from Justice (M)
- 1 Obstruction of Justice (M)
- 2 Drunk in Public (M, separate defendants)

### Juvenile Criminal Charges (0)

### Traffic Violations (97)

- 2 Reckless Driving
- 8 Speeding
- 2 Driving Suspended
- 10 Fail to Obey Highway Sign
- 1 Fail to Obey Traffic Signal
- 25 Expired State Inspection
- 11 Expired State Registration
- 2 Vehicle Registration Violations
- 3 No Driver's License
- 4 No Operator's License in Possession
- 7 Failure to Wear Seatbelt
- 1 No Child Seat
- 3 No Insurance
- 1 Counterfeit Inspection Sticker
- 2 Improper Exhaust



- 7 Improper Display of License Plate
- 2 Operate Vehicle without Displaying License Plate
- 1 Drive with Handheld Device
- 1 Possession of Altered Tags
- 1 Drive without Lights
- 1 Improper U Turn
- 1 Violate Restricted License
- 1 Operate Motor Vehicle with Unapproved Equipment

Ordinance Violations in September (4)

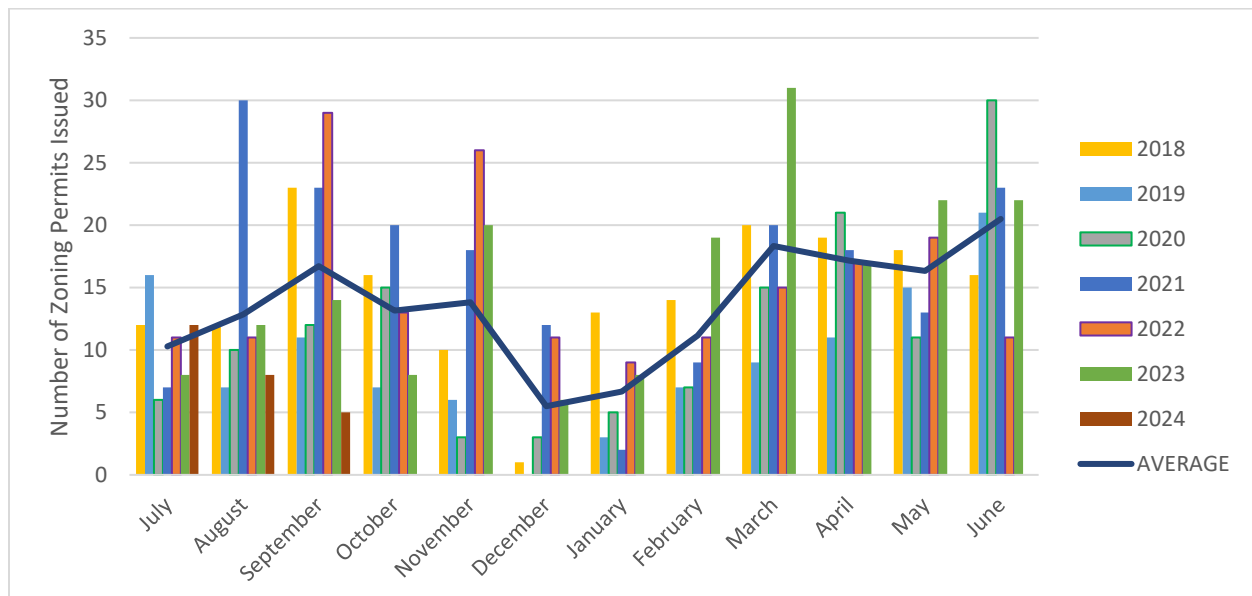
Uses of Narcan in September (0)



## Memorandum

To: Mayor Boies and Strasburg Town Council  
 From: Brian Otis, Planning and Zoning Administrator  
 Date: 10/10/2023  
 Re: Monthly Update to Council (September)

### Permit Data



Number of Permits per Month							
Month	Current Month	Previous Month	% Change	Previous Year	% Change	August Average	% Change
2023 September	5	8	-37.50%	14	-64.29%	12.9	-61.24%
		Comparison to last month		Comparison to last year		Comparison of Current month over the last 7 years.	



## **Boards and Commissions**

### Planning Commission

- The Planning Commission meeting for September 24, 2023 was held.
  - CPA2024-0001
  - REZ2024-0001
  - Made recommended to council to hold a public hearing for the Short-term Rental ordinance text amendment.
  - Made recommended to council to hold a public hearing for the Public Hearing ordinance text amendment.

Architectural Review Board – no meeting

Board of Zoning Appeals – no meeting

## **Additional Items**

- UDO rewrite
  - Finalize details/exhibits in the Technical Design Manual
  - Beginning the Administrative Procedures Manual



## Memorandum

To: Mayor Boies and Strasburg Town Council  
From: Public Works Superintendent, Ray Heishman  
Date: 10/5/2023  
Re: Monthly Update to Council

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### Meter Service request

- 13 Add Reading.
- 20 Reactivate Account.
- 14 Turn off.
- 5 Turn on.
- 1 Water Pressure test
- Data Logged 4 water meters.

### Office Request

- Delivered 5 Notices.
- Delivered 3 Waste Containers.

### Meter Installation

- Installed 5 new meters (new homes)
- 19 meter replacements

### AMI Water Meter Project

- The AMI gateways, ordered in January, Gateway materials have arrived. Crew is scheduled to start installation on October 18<sup>th</sup>.

### Water and Sewer

- Performed 1 sewer Taps.
- 1 sewer main backups.
- 2 Sewer Service backups.
- Checked Fire Hydrants for accessibility.
- 1 Water main leak.

### Streets

- Trim Trees in right-of-way.
- Removed Graffiti from Bridge and signs.
- Replacing No Parking Signs
- Removed sun sails and climbing wall at the pool.



#### Horticulture

- Removed flower baskets due to drought.
- Performed vegetation management.
- Worked in flowerbeds.

#### Inspections

- Performed 4 occupancy inspections.
- Performed site inspections Village at Cedar Creek.

#### Miss Utility Locates

- Performed 160 Miss Utility Locates.

#### Shelter Rentals

- Had 15 shelter rentals.

#### Police Department Support

- Delivered and picked up Barricades for Thompson St.

#### Events



## Memorandum

To: Mayor Boies and Strasburg Town Council  
From: Water Treatment Plant Superintendent, Phil Gimple  
Date: 10/6/2023  
Re: Monthly Update to Council

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### TREATMENT

- Water Treatment Plant produced 27.68 MG for the month of September.
- Operating at 37% capacity
- Average daily production .923 MGD

### OPERATIONS

- Operator Brett Speakman passed his DPOR Class 2 Waterworks Exam

### BULK WATER SALES

- Staff filled 21 bulk water trucks for a total of 16,898 gallons.

### FORT HILL WATER TANK

- T-Mobile
  - Decommissioning work needs to be completed on an old panel left behind by Sprint/Shentel.
  - Dirt left over from the generator installation needs to be spread out and the ground leveled on tank site.
- Verizon
  - Waiting on some brackets to be delivered so they can complete their cable installation on the ladder leg.
- Utility Services (Tank Maintenance Company)





- Waiting for AMI Antenna installation to be completed so they can install the painted shrouds over the cables running up the side of the bowl of the tank.

- Core & Main (AMI)
  - Still needs to install the gateway panel and antenna on the tank site.
  - Town will have electrician run electric to the gateway panel once installed.

### JUNCTION PUMP STATION

- Ortt's Electric is scheduled to fix the damaged pump station panel on 10/11/2023. The panel was damaged by Buckley Cable. All costs associated with the repairs are being covered by Buckley Cable.

### HYPOCHLORITE FEED SYSTEM CIP PROJECT

- The 3 new hypochlorite feeders have been installed.
- Existing chemical supply piping needs to be replaced by the new supply line.
- Tank #1 isolation valve has developed a leak. Have to wait for tank levels to drop to .5ft before repairs can be made.
- Project is still around 90% complete due to the leak.

### SCADA RADIO UPGRADE CIP PROJECT

- Instrulogic installed the antenna at the Fort Hill Tank. Coax still needs to be run into the building and equipment installed.
- All remaining sites to follow once the Fort Hill Tank installation is complete.
- The contractor had to order more coax cable to install the equipment.

### DROUGHT

- Drought conditions improved with the recent rain events. Flows improved from a low flow of 41 cubic feet per second (cfs) on September 6<sup>th</sup> to the current flow rate of 86 cfs.
- River levels and flows at Burnshire Dam have dropped back some over the last week but appear to be leveling off.
- We will continue to monitor the drought conditions and make changes to operations and drought status as deemed necessary.



## ALGAE

- Staff continued to monitor algal blooms in the river and conducted weekly testing up to 10/3/20223.
- Weekly testing was used to confirm there were no active blooms in the river this year.
- Visual observations of the river have determined that we are no longer in algal bloom season.



## Memorandum

To: Mayor Boies and Strasburg Town Council  
From: Superintendent of Wastewater, Gabe Ritenour  
Date: September 8, 2023  
Re: Monthly Update to Council

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### Utility Production Figures

- The wastewater plant treated 24.86 MG and ran at 41% capacity.

### Keaser Blower Replacement Project:

- The replacement blowers are in the process of being built.
- Meetings on money allocated for project and unforeseen costs.

### Industrial Discharge Survey:

- Received survey back from Valley milk, Mercury, and IAC. Still waiting for Americold. This is a Department of Environmental Quality required survey.

### Dairy Sampling Station Project:

- Met with the milk plant staff and Pennoni Thursday 5th of October. Attending town staff was Planning/Zoning, Assistant Superintendent, and Superintendent of Wastewater. A meeting was held to discuss a proposed change to the sampling station where the wastewater effluent from the milk plant discharges into the town's collection system.
- Conversation between Town Manager, Planning/zoning, and Wastewater staff are ongoing.

### Wastewater Last Month:

- The generator at Homewood PLC was replaced.
- Biosolids conveyor electric motor went out.
- Three after hours call-in for plant alarms.
  - 9-6-23 @ 8:00pm, Power failure
  - 9-17-23 @ 4:30pm, Plant high flow, Rain event.
  - 9-23-23 @ 7:15pm, Plant high flow, Rain event.
- Water temperatures are decreasing as we head into fall. Biology in the system will start increasing in activity and responding to treatment more efficiently.



## Memorandum

To: Mayor Boies and Strasburg Town Council  
From: Visitor Center Staff  
Date: 10/06/2023  
Re: September Monthly Update to Council

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### Visitor Center

- A special event was held for a book signing of “Perfectly Unconventional” on September 24<sup>th</sup>. More than 40 people attended.
- A special tour was held at the Center on September 9<sup>th</sup> for seven people.
- The **Visitor Center** welcomed 640 visitors in August (averaging 22.1 per day). Visitors touring the museum totaled 146. Gross Sales for the month totaled \$1,548.49.
  - Visitors came from 20 other states and the District of Columbia. Eighty-one people visited from Virginia with 26 of these being from the Strasburg area. Three visitors came from the United Kingdom and two from Germany.