



Memorandum

To: Mayor Boies and Strasburg Town Council
From: Finance Director, Angela Fletcher
Date: 12/12/2023
Re: Monthly Update to Council

Finances and Auditing

- The Finance Department received the Government Finance Officers Association (GFOA) Outstanding Achievement Award in Popular Annual Financial Reporting (PAFR) for Fiscal Year 2022 on 11/17/23.
- James Kelly of Robinson, Farmer & Cox is planning to present our FY23 financial report and audit results on Tuesday, January 2nd, 2024.

Due Dates and Anticipated Items

- There are **175** days until Wednesday, June 5th, 2024 (1st Half Tax Due Date)



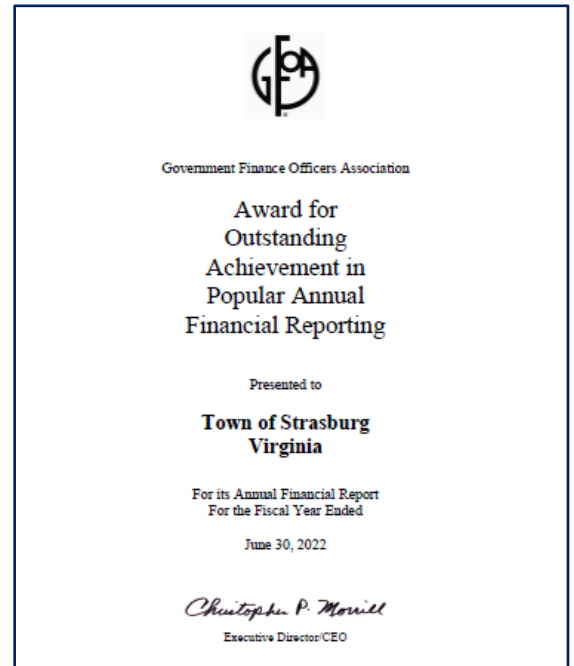
- Director of Finance Fletcher and Town Manager Coggsdale met with Council Liaison's Christie Monahan and Brad Stover to begin FY25 budget discussions on 11/16/23.

Customer Interaction and Information

- Continued work on the GFOA FY24 Budget Presentation Application
- Designing the FY23 Popular Annual Financial Report (PAFR)

Career Development/Training

- Participated in ICMA Webinar on 12/05/23 – Communicating with Council and Community - Best Practices for Improving Budget Publications and Reporting



Town of Strasburg

Account	Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
Reporting Fund: 10-GENERAL FUND							
10-3300-2001 AUTO RENTAL TAX	\$6,000.00	\$6,000.00	\$0.00	\$2,620.31	\$362.86	(\$3,379.69)	44
10-3310-1000 REAL ESTATE TAXES	\$1,362,000.00	\$1,362,000.00	\$0.00	\$352,405.43	\$300,915.26	(\$1,009,594.57)	26
10-3310-1001 REAL ESTATE TAXES-DE	\$20,000.00	\$20,000.00	\$0.00	\$3,058.66	\$941.54	(\$16,941.34)	15
10-3310-2000 PERSONAL PROPERTY T	\$605,000.00	\$605,000.00	\$0.00	\$257,284.01	\$212,516.98	(\$347,715.99)	43
10-3310-2001 PERSONAL PROPERTY T	\$35,000.00	\$35,000.00	\$0.00	\$18,693.31	\$3,136.35	(\$16,306.69)	53
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	\$56,802.32	\$53,726.24	(\$293,197.68)	16
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	\$4,442.70	\$888.54	(\$13,557.30)	25
10-3310-5000 PENALTIES	\$42,500.00	\$42,500.00	\$0.00	\$34,042.37	\$4,030.55	(\$8,457.63)	80
10-3310-5500 INTEREST FROM TAXES	\$4,500.00	\$4,500.00	\$0.00	\$859.91	\$218.20	(\$3,640.09)	19
10-3310-6000 UTILITY TAXES	\$140,000.00	\$140,000.00	\$0.00	\$48,445.49	\$11,778.94	(\$91,554.51)	35
10-3310-6100 COMMUNICATION TAXE	\$65,000.00	\$65,000.00	\$0.00	\$22,771.80	\$4,690.20	(\$42,228.20)	35
10-3310-6101 CIGARETTE TAXES	\$120,000.00	\$120,000.00	\$0.00	\$35,625.00	\$3,562.50	(\$84,375.00)	30
10-3320-1000 MOTOR VEHICLE FEES	\$165,000.00	\$165,000.00	\$0.00	\$28,203.83	\$3,653.40	(\$136,796.17)	17
10-3320-1500 DMV STOP FEE	\$30,000.00	\$30,000.00	\$0.00	\$9,449.26	\$3,406.46	(\$20,550.74)	31
10-3320-2000 ZONING & PERMIT FEES	\$31,000.00	\$31,000.00	\$0.00	\$21,537.00	\$11,910.00	(\$9,463.00)	69
10-3320-3000 BUSINESS LICENSE TAX	\$165,000.00	\$165,000.00	\$0.00	\$27,023.77	\$1,422.97	(\$137,976.23)	16
10-3320-4000 MEALS TAXES	\$975,000.00	\$975,000.00	\$0.00	\$449,352.01	\$91,860.23	(\$525,647.99)	46
10-3320-4100 LODGING TAXES	\$210,000.00	\$210,000.00	\$0.00	\$102,523.78	\$24,803.72	(\$107,476.22)	49
10-3330-2000 ROLLING STOCK	\$6,500.00	\$6,500.00	\$0.00	\$4,510.40	\$0.00	(\$1,989.60)	69
10-3330-2002 FIRE PROGRAM STATE G	\$0.00	\$0.00	\$0.00	\$31,891.00	\$0.00	\$31,891.00	0
10-3330-3000 SALES TAXES	\$505,000.00	\$505,000.00	\$0.00	\$258,614.28	\$102,001.14	(\$246,385.72)	51
10-3330-4000 LAW ENFORCEMENT STA	\$122,020.00	\$122,020.00	\$0.00	\$32,085.00	\$0.00	(\$89,935.00)	26
10-3330-5000 RIGHT-OF-WAY FEES	\$22,000.00	\$22,000.00	\$0.00	\$5,616.93	\$79.04	(\$16,383.07)	26
10-3330-6000 HIGHWAY MAINTENANC	\$867,956.00	\$867,956.00	\$0.00	\$219,492.55	\$0.00	(\$648,463.45)	25
10-3330-7000 GRANTS RECEIVED	\$200,000.00	\$200,000.00	\$0.00	\$1,290.48	\$0.00	(\$198,709.52)	1
10-3330-7023 VDOT REV SHARE - BOR	\$980,600.00	\$980,600.00	\$0.00	\$0.00	\$0.00	(\$980,600.00)	0
10-3330-7024 WAYFINDING SIGNAGE	\$0.00	\$0.00	\$0.00	\$25,000.00	\$0.00	\$25,000.00	0
10-3330-7036 VISITOR CENTER REVEN	\$35,000.00	\$35,000.00	\$0.00	\$10,630.14	\$606.78	(\$24,369.86)	30
10-3330-7040 SPECIAL EVENTS REVEN	\$17,000.00	\$17,000.00	\$0.00	\$19,220.15	\$120.00	\$2,220.15	113
10-3340-1000 FINES & COSTS	\$25,000.00	\$25,000.00	\$0.00	\$11,978.58	\$3,002.96	(\$13,021.42)	48
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	\$15,697.28	\$1,894.28	(\$19,302.72)	45
10-3350-4200 RETURNED CHECK FEE	\$0.00	\$0.00	\$0.00	(\$164.51)	(\$112.78)	(\$164.51)	0
10-3350-7000 INTEREST INCOME	\$30,000.00	\$30,000.00	\$0.00	\$32,196.07	\$0.00	\$2,196.07	107
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	\$147,298.15	\$26,880.06	\$205,054.85	42
10-4411-8000 SALARIES & WAGES PAR	\$26,353.00	\$26,353.00	\$0.00	\$16,999.56	\$1,359.25	\$9,353.44	65
10-4411-9000 SALARIES & WAGES-OVE	\$2,000.00	\$2,000.00	\$0.00	\$246.25	\$92.04	\$1,753.75	12
10-4411-9001 FICA - ADMINISTRATION	\$31,781.00	\$31,781.00	\$0.00	\$11,739.93	\$1,987.72	\$20,041.07	37
10-4411-9002 VRS - ADMINISTRATION	\$49,218.00	\$49,218.00	\$0.00	\$8,254.39	\$132.68	\$40,963.61	17
10-4411-9003 HEALTH INSURANCE - E	\$31,636.00	\$31,636.00	\$0.00	\$8,701.07	\$0.00	\$22,934.93	28
10-4411-9005 EMPLOYEE STIPEND	\$840.00	\$840.00	\$0.00	\$355.30	\$64.60	\$484.70	42
10-4412-1600 INSURANCE PREMIUMS	\$12,000.00	\$12,000.00	\$0.00	\$7,650.28	\$0.00	\$4,349.72	64
10-4412-1700 ADVERTISING	\$4,000.00	\$4,000.00	\$0.00	\$321.01	\$0.00	\$3,678.99	8
10-4412-1900 LEGAL SERVICES	\$50,000.00	\$50,000.00	\$0.00	\$9,502.50	\$2,714.50	\$40,497.50	19
10-4412-2000 CONTRACTUAL SERVICE	\$25,000.00	\$25,000.00	\$0.00	\$7,063.33	\$866.00	\$17,936.67	28
10-4412-2020 DMV STOP FEE	\$15,000.00	\$15,000.00	\$0.00	\$3,225.00	\$375.00	\$11,775.00	22
10-4412-2100 PROFESSIONAL SERVICE	\$15,000.00	\$15,000.00	\$0.00	\$4,382.60	\$0.00	\$10,617.40	29
10-4412-2200 TELEPHONE	\$2,800.00	\$2,800.00	\$0.00	\$988.87	\$187.98	\$1,811.13	35

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10-4412-2300 ELECTRICITY	\$4,500.00	\$4,500.00	\$0.00	\$2,037.54	\$406.35	\$2,462.46	45
10-4412-2500 FUEL-HEAT	\$1,000.00	\$1,000.00	\$0.00	\$71.87	\$27.99	\$928.13	7
10-4412-2600 GAS, GREASE, & OIL	\$500.00	\$500.00	\$0.00	\$54.30	\$8.52	\$445.70	11
10-4412-2800 MATERIALS & SUPPLIES	\$21,000.00	\$21,000.00	\$0.00	\$7,272.92	\$4,346.98	\$13,727.08	35
10-4412-2855 COMPUTERS & SOFTWA	\$3,000.00	\$3,000.00	\$0.00	\$126.87	\$25.80	\$2,873.13	4
10-4412-2900 MEMBERSHIP DUES	\$2,000.00	\$2,000.00	\$0.00	\$2,224.66	\$185.00	(\$224.66)	111
10-4412-3000 MISCELLANEOUS	\$5,500.00	\$5,500.00	\$0.00	\$3,084.42	\$217.30	\$2,415.58	56
10-4412-3100 STRASBURG LIBRARY D	\$24,000.00	\$24,000.00	\$0.00	\$12,000.00	\$12,000.00	\$12,000.00	50
10-4412-3201 I/T SUPPORT	\$3,850.00	\$3,850.00	\$0.00	\$1,863.89	\$240.34	\$1,986.11	48
10-4412-3300 BUILDING MAINTENANC	\$6,400.00	\$6,400.00	\$0.00	\$3,559.06	\$2,964.16	\$2,840.94	56
10-4412-3700 TRAVEL & TRAINING	\$3,400.00	\$3,400.00	\$0.00	\$27.20	\$27.20	\$3,372.80	1
10-4412-3701 TRAVEL & TRAINING CO	\$3,500.00	\$3,500.00	\$0.00	\$1,934.96	\$217.72	\$1,565.04	55
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	\$7,500.00	\$7,500.00	\$7,500.00	50
10-4412-7700 PROJECTS	\$10,000.00	\$10,000.00	\$0.00	\$1,421.16	\$0.00	\$8,578.84	14
10-4412-7701 COUNTY TOURISM SUPP	\$32,000.00	\$32,000.00	\$0.00	\$13,509.30	\$4,215.21	\$18,490.70	42
10-4412-8000 RESCUE SQUAD DONATI	\$35,000.00	\$35,000.00	\$0.00	\$17,500.00	\$17,500.00	\$17,500.00	50
10-4412-8100 FIRE DEPT DONATION	\$35,000.00	\$35,000.00	\$0.00	\$21,216.70	\$16,165.19	\$13,783.30	61
10-4412-8121 FIRE PROGRAM-STATE	\$0.00	\$0.00	\$0.00	\$31,891.00	\$0.00	(\$31,891.00)	0
10-4412-8800 BUSINESS PARK - DEBT	\$164,700.00	\$164,700.00	\$0.00	\$123,375.01	\$0.00	\$41,324.99	75
10-4412-9000 CONTINGENCY EXPENSE	\$20,000.00	\$20,000.00	\$0.00	\$13,085.00	\$7,135.00	\$6,915.00	65
10-4413-0400 CAPITAL PROJECTS	\$3,370,000.00	\$3,440,000.00	\$9,940.00	\$172,841.35	\$63,611.73	\$3,257,218.65	5
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	\$42,420.04	\$11,036.32	\$113,991.96	27
10-4421-8000 SALARIES & WAGES - P	\$0.00	\$0.00	\$0.00	\$4,911.98	\$0.00	(\$4,911.98)	0
10-4421-9001 FICA	\$11,965.00	\$11,965.00	\$0.00	\$3,268.69	\$777.72	\$8,696.31	27
10-4421-9002 VRS - COMMUNITY INIT	\$22,414.00	\$22,414.00	\$0.00	\$2,925.43	\$0.00	\$19,488.57	13
10-4421-9003 HEALTH INSURANCE	\$20,080.00	\$20,080.00	\$0.00	\$4,328.03	\$0.00	\$15,751.97	22
10-4421-9005 EMPLOYEE STIPEND	\$840.00	\$840.00	\$0.00	\$258.40	\$64.60	\$581.60	31
10-4422-1700 ADVERTISING	\$2,000.00	\$2,000.00	\$0.00	\$2,568.56	\$472.28	(\$568.56)	128
10-4422-2000 CONTRACTUAL SERVICE	\$5,000.00	\$5,000.00	\$0.00	\$39.47	\$7.67	\$4,960.53	1
10-4422-2800 MATERIALS & SUPPLIES	\$1,500.00	\$1,500.00	\$0.00	\$696.00	\$0.00	\$804.00	46
10-4422-2855 COMPUTERS & SOFTWA	\$11,000.00	\$11,000.00	\$375.21	\$1,474.90	\$150.90	\$9,149.89	13
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	\$445.23	\$70.69	\$254.77	64
10-4422-3700 TRAVEL & TRAINING	\$2,250.00	\$2,250.00	\$0.00	\$581.30	\$0.00	\$1,668.70	26
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	\$17,998.19	\$3,915.00	\$81,601.42	18
10-4431-7000 SALARIES & WAGES - R	\$575,537.00	\$575,537.00	\$0.00	\$212,241.38	\$37,686.84	\$363,295.62	37
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	\$22,543.89	\$2,493.27	\$68,584.11	25
10-4431-9000 SALARIES & WAGES - O	\$25,900.00	\$25,900.00	\$0.00	\$8,113.23	\$1,597.78	\$17,786.77	31
10-4431-9001 FICA - PUBLIC WORKS	\$60,032.00	\$60,032.00	\$0.00	\$17,212.72	\$2,947.10	\$42,819.28	29
10-4431-9002 VRS - PUBLIC WORKS -	\$96,603.00	\$96,603.00	\$0.00	\$22,028.46	\$231.32	\$74,574.54	23
10-4431-9003 HEALTH INSURANCE - E	\$68,000.00	\$68,000.00	\$0.00	\$21,787.96	\$0.00	\$46,212.04	32
10-4431-9005 EMP STIPEND	\$2,200.00	\$2,200.00	\$0.00	\$1,065.90	\$193.80	\$1,134.10	48
10-4432-1600 INSURANCE PREMIUMS	\$12,000.00	\$12,000.00	\$0.00	\$8,743.20	\$0.00	\$3,256.80	73
10-4432-2000 CONTRACTUAL SERVICE	\$11,660.00	\$11,660.00	\$0.00	\$5,624.53	\$708.92	\$6,035.47	48
10-4432-2200 TELEPHONE	\$6,505.00	\$6,505.00	\$0.00	\$2,182.04	\$444.34	\$4,322.96	34
10-4432-2300 ELECTRICITY	\$6,000.00	\$6,000.00	\$0.00	\$1,610.32	\$453.03	\$4,389.68	27
10-4432-2400 STREET LIGHTS	\$50,000.00	\$50,000.00	\$0.00	\$35,023.68	\$7,469.77	\$14,976.32	70
10-4432-2500 FUEL-HEAT	\$5,100.00	\$5,100.00	\$0.00	\$665.05	\$665.05	\$4,434.95	13
10-4432-2600 GAS, GREASE, & OIL	\$11,517.00	\$11,517.00	\$0.00	\$5,412.34	\$1,337.70	\$6,104.66	47
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	\$1,294.05	\$361.94	\$6,600.95	16

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10-4432-2850 PERMITS & DUES	\$735.00	\$735.00	\$0.00	\$187.00	\$0.00	\$548.00	25
10-4432-2855 COMPUTERS & SOFTWA	\$1,930.00	\$1,930.00	\$0.00	\$42.22	\$42.22	\$1,887.78	2
10-4432-3000 MISCELLANEOUS	\$1,800.00	\$1,800.00	\$0.00	\$29.90	\$0.00	\$1,770.10	2
10-4432-3201 I/T SUPPORT	\$5,000.00	\$5,000.00	\$0.00	\$2,732.60	\$408.57	\$2,267.40	55
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	\$5,685.25	\$1,440.79	\$18,558.87	23
10-4432-3500 REPAIRS STREETS - TO	\$50,000.00	\$50,000.00	\$270.20	\$1,447.99	\$23.69	\$48,281.81	3
10-4432-3600 REPAIRS STREETS-STAT	\$714,218.00	\$714,218.00	\$2,431.80	\$25,331.31	\$2,518.56	\$686,454.89	4
10-4432-3700 TRAVEL & TRAINING	\$6,895.00	\$6,895.00	\$0.00	\$54.40	\$54.40	\$6,840.60	1
10-4432-3800 MISS UTILITY	\$1,000.00	\$1,000.00	\$0.00	\$253.58	\$63.58	\$746.42	25
10-4432-4000 UNIFORMS/PPE	\$6,890.00	\$6,890.00	\$0.00	\$573.35	\$0.00	\$6,316.65	8
10-4432-4300 VEHICLE/EQUIPMENT PY	\$7,356.00	\$7,356.00	\$0.00	\$3,678.15	\$735.63	\$3,677.85	50
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	\$1,361.58	\$0.00	\$25,638.42	5
10-4432-5100 PRINCIPAL ON VRA SER	\$30,000.00	\$30,000.00	\$0.00	\$30,000.00	\$0.00	\$0.00	100
10-4432-5110 INTEREST VRA SERIES	\$17,500.00	\$17,500.00	\$0.00	\$7,975.12	\$0.00	\$9,524.88	46
10-4433-0100 CAPITAL PROJECTS - V	\$188,740.00	\$256,613.38	\$0.00	\$20,077.00	\$20,077.00	\$236,536.38	8
10-4441-7000 SALARIES & WAGES - R	\$1,243,104.00	\$1,243,104.00	\$0.00	\$523,946.25	\$96,547.14	\$719,157.75	42
10-4441-7010 SALARIES & WAGES - P	\$93,881.00	\$93,881.00	\$0.00	\$30,915.08	\$5,882.80	\$62,965.92	33
10-4441-9000 SALARIES & WAGES - O	\$93,200.00	\$93,200.00	\$0.00	\$61,270.81	\$8,543.55	\$31,929.19	66
10-4441-9001 FICA - PUBLIC SAFETY	\$109,410.00	\$109,410.00	\$0.00	\$43,677.85	\$7,821.34	\$65,732.15	40
10-4441-9002 VRS - PUBLIC SAFETY	\$176,916.00	\$176,916.00	\$0.00	\$52,966.82	\$76.32	\$123,949.18	30
10-4441-9003 HEALTH INSURANCE -	\$178,000.00	\$178,000.00	\$0.00	\$61,954.14	\$0.00	\$116,045.86	35
10-4441-9005 EMPLOYEE STIPEND	\$1,200.00	\$1,200.00	\$0.00	\$355.30	\$64.60	\$844.70	30
10-4442-1600 INSURANCE PREMIUMS	\$60,000.00	\$60,000.00	\$0.00	\$36,065.70	\$0.00	\$23,934.30	60
10-4442-2000 CONTRACTUAL SERVICE	\$101,254.00	\$101,254.00	\$0.00	\$18,623.88	\$1,295.72	\$82,630.12	18
10-4442-2200 TELEPHONE	\$11,000.00	\$11,000.00	\$0.00	\$3,023.19	\$842.86	\$7,976.81	27
10-4442-2300 ELECTRICITY	\$4,000.00	\$4,000.00	\$0.00	\$1,151.29	\$255.39	\$2,848.71	29
10-4442-2500 FUEL - HEAT	\$4,000.00	\$4,000.00	\$0.00	\$112.50	\$0.00	\$3,887.50	3
10-4442-2600 GAS	\$32,000.00	\$32,000.00	\$0.00	\$27,644.09	\$4,902.89	\$4,355.91	86
10-4442-2700 TIRES	\$3,000.00	\$3,000.00	\$0.00	\$1,364.70	\$0.00	\$1,635.30	45
10-4442-2800 MATERIALS & SUPPLIES	\$9,000.00	\$9,000.00	\$0.00	\$4,631.00	\$852.59	\$4,369.00	51
10-4442-2850 EQUIPMENT	\$15,000.00	\$15,000.00	\$0.00	\$3,210.69	\$1,549.61	\$11,789.31	21
10-4442-2855 COMPUTERS & SOFTWA	\$4,500.00	\$4,500.00	\$0.00	\$344.74	\$426.58	\$4,155.26	8
10-4442-2900 MEMBERSHIP DUES	\$1,500.00	\$1,500.00	\$0.00	\$1,404.49	\$0.00	\$95.51	94
10-4442-3000 MISCELLANEOUS	\$6,000.00	\$6,000.00	\$0.00	\$1,883.68	\$175.36	\$4,116.32	31
10-4442-3201 I/T SUPPORT	\$14,000.00	\$14,000.00	\$0.00	\$8,388.70	\$1,272.36	\$5,611.30	60
10-4442-3400 REPAIRS EQUIPMENT	\$35,000.00	\$35,000.00	\$0.00	\$15,864.30	\$5,498.80	\$19,135.70	45
10-4442-3700 TRAVEL & TRAINING	\$20,000.00	\$20,000.00	\$0.00	\$14,969.71	\$2,887.97	\$5,030.29	75
10-4442-3900 COMMUNITY POLICING	\$9,500.00	\$9,500.00	\$0.00	\$8,574.15	\$1,231.62	\$925.85	90
10-4442-4000 UNIFORMS	\$22,500.00	\$22,500.00	\$0.00	\$11,061.49	\$1,367.82	\$11,438.51	49
10-4442-4300 VEHICLE/EQUIPMENT PA	\$29,252.00	\$29,252.00	\$0.00	\$13,636.40	\$2,727.28	\$15,615.60	47
10-4442-4400 FIREARMS/RANGE	\$9,000.00	\$9,000.00	\$0.00	\$1,307.88	\$0.00	\$7,692.12	15
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	\$20,832.00	\$5,967.52	\$105,022.00	17
10-4461-9001 FICA - ER	\$15,229.00	\$15,229.00	\$0.00	\$2,751.03	\$456.50	\$12,477.97	18
10-4461-9002 VRS - ER	\$10,491.00	\$10,491.00	\$0.00	\$1,175.46	\$0.00	\$9,315.54	11
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	\$0.00	\$0.00	100
10-4462-2400 PURCHASE FOR RESALE	\$14,500.00	\$14,500.00	\$0.00	\$5,643.03	\$852.60	\$8,856.97	39
10-4462-2800 MATERIALS & SUPPLIES	\$1,000.00	\$1,000.00	\$0.00	\$21.82	\$0.00	\$978.18	2
10-4462-2855 COMPUTERS & SOFTWA	\$2,200.00	\$2,200.00	\$0.00	\$2,714.44	\$74.05	(\$514.44)	123
10-4462-2900 MEMBERSHIP DUES	\$1,000.00	\$1,000.00	\$0.00	\$470.00	\$0.00	\$530.00	47

Town of Strasburg

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10-4462-3000 MISCELLANEOUS	\$500.00	\$500.00	\$0.00	\$247.57	\$0.00	\$252.43	50
10-4462-3201 I/T SUPPORT	\$1,700.00	\$1,700.00	\$0.00	\$527.15	\$70.69	\$1,172.85	31
10-4462-3700 TRAVEL & TRAINING	\$7,500.00	\$7,500.00	\$0.00	\$644.27	\$485.39	\$6,855.73	9
10-4462-7000 PROJECTS & PROGRAMS	\$34,000.00	\$53,300.00	\$0.00	\$3,440.93	\$477.43	\$49,859.07	6
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	\$8,728.54	\$1,337.97	\$17,271.46	34
10-4463-0101 CAPITAL OUTLAY - OTH	\$0.00	\$15,000.00	\$0.00	\$146,615.75	\$146,307.00	(\$131,615.75)	977
10-5310-1000 POOL ADMISSION RECEI	\$35,000.00	\$35,000.00	\$0.00	\$14,563.18	\$0.00	(\$20,436.82)	42
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	\$9,773.57	\$72.35	(\$10,226.43)	49
10-5310-3000 RECREATIONAL RENTAL	\$18,000.00	\$18,000.00	\$0.00	\$1,581.39	\$0.00	(\$16,418.61)	9
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	\$0.00	(\$781.52)	22
10-5411-7000 SALARIES & WAGES - P	\$94,000.00	\$94,000.00	\$0.00	\$57,601.83	\$0.00	\$36,398.17	61
10-5411-9001 FICA - PARKS & RECRE	\$7,191.00	\$7,191.00	\$0.00	\$4,416.05	\$0.00	\$2,774.95	61
10-5412-1600 INSURANCE PREMIUMS	\$4,000.00	\$4,000.00	\$0.00	\$3,278.70	\$0.00	\$721.30	82
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	\$2,643.26	\$0.00	\$6,356.74	29
10-5412-2000 CONTRACTUAL SERVICE	\$6,000.00	\$6,000.00	\$0.00	\$1,440.00	\$720.00	\$4,560.00	24
10-5412-2300 ELECTRICITY	\$9,500.00	\$9,500.00	\$0.00	\$4,866.65	\$690.40	\$4,633.35	51
10-5412-2400 PURCHASE FOR RESALE	\$15,000.00	\$15,000.00	\$0.00	\$9,606.36	\$0.00	\$5,393.64	64
10-5412-2800 MATERIALS & SUPPLIES	\$4,500.00	\$4,500.00	\$0.00	\$2,403.42	\$290.80	\$2,096.58	53
10-5412-2860 PARK MAINTENANCE	\$7,000.00	\$7,000.00	\$0.00	\$6,080.36	\$1,327.72	\$919.64	87
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	\$896.09	\$0.00	(\$146.09)	119
10-5412-3300 BUILDING MAINTENANC	\$5,000.00	\$5,000.00	\$0.00	\$1,389.67	\$474.30	\$3,610.33	28
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	\$23,078.15	\$11,154.97	\$14,021.85	54
10-5412-7000 RECREATIONAL PROGRA	\$3,000.00	\$3,000.00	\$0.00	\$757.59	\$130.86	\$2,242.41	25
10-5413-0300 CAPITAL OUTLAY REC	\$505,000.00	\$505,000.00	\$0.00	\$0.00	\$0.00	\$505,000.00	0
Reporting Fund: 10-GENERAL FUND							
FundRevTot	\$11,533,958.00	\$11,533,958.00	\$0.00	\$2,310,872.70	\$841,488.71	(\$9,223,085.30)	20
FundExpTot	\$11,533,958.00	\$11,747,942.11	\$32,504.66	\$2,649,307.03	\$584,945.60	\$9,066,130.42	23
Reporting Fund: 20-WATER FUND							
20-3350-7500 LEASE RECEIPTS	\$88,000.00	\$88,000.00	\$0.00	\$4,613.40	\$0.00	(\$83,386.60)	5
20-3360-1000 WATER REVENUE	\$2,430,000.00	\$2,430,000.00	\$0.00	\$935,087.55	\$175,877.89	(\$1,494,912.45)	38
20-3360-2000 WATER PENALTIES	\$75,000.00	\$75,000.00	\$0.00	\$39,891.92	\$10,381.63	(\$35,108.08)	53
20-3360-3000 WATER AVAILABILITY F	\$153,000.00	\$153,000.00	\$0.00	\$208,273.93	\$0.00	\$55,273.93	136
20-3360-3100 WATER TAP FEES	\$35,000.00	\$35,000.00	\$0.00	\$5,028.16	\$0.00	(\$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	\$11,091.07	\$920.08	(\$8,908.93)	55
20-3360-7000 WATER INTEREST INCOM	\$40,000.00	\$40,000.00	\$0.00	\$52,360.58	\$0.00	\$12,360.58	131
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	\$38,260.16	\$7,012.53	\$54,868.84	41
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	\$410.15	\$75.44	\$589.85	41
20-4411-9001 FICA - ADMINISTRATIO	\$7,135.00	\$7,135.00	\$0.00	\$2,762.86	\$506.33	\$4,372.14	39
20-4411-9002 VRS - ADMINISTRATION	\$13,223.00	\$13,223.00	\$0.00	\$8,011.56	\$128.76	\$5,211.44	61
20-4411-9003 HEALTH INSURANCE ER	\$11,461.00	\$11,461.00	\$0.00	\$6,135.67	\$0.00	\$5,325.33	54
20-4412-1600 INSURANCE PREMIUMS	\$5,500.00	\$5,500.00	\$0.00	\$3,825.16	\$0.00	\$1,674.84	70
20-4412-2000 CONTRACTUAL SERVICE	\$24,280.00	\$24,280.00	\$0.00	\$6,836.93	\$836.89	\$17,443.07	28
20-4412-2100 PROFESSIONAL SERVICE	\$16,500.00	\$16,500.00	\$0.00	\$4,658.70	\$0.00	\$11,841.30	28
20-4412-2200 TELEPHONE	\$3,000.00	\$3,000.00	\$0.00	\$959.69	\$182.45	\$2,040.31	32
20-4412-2300 ELECTRICITY	\$4,400.00	\$4,400.00	\$0.00	\$1,977.52	\$394.37	\$2,422.48	45
20-4412-2500 FUEL-HEAT	\$800.00	\$800.00	\$0.00	\$69.71	\$27.16	\$730.29	9
20-4412-2800 MATERIALS & SUPPLIES	\$20,880.00	\$20,880.00	\$0.00	\$7,987.08	\$2,103.55	\$12,892.92	38
20-4412-2855 COMPUTERS & SOFTWA	\$2,000.00	\$2,000.00	\$0.00	\$61.42	\$25.04	\$1,938.58	3
20-4412-2900 MEMBERSHIP DUES	\$625.00	\$625.00	\$0.00	\$1,979.67	\$0.00	(\$1,354.67)	317

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20-4412-3000 MISCELLANEOUS	\$2,500.00	\$2,500.00	\$0.00	\$2,365.25	\$75.38	\$134.75	95
20-4412-3201 I/T SUPPORT	\$3,500.00	\$3,500.00	\$0.00	\$1,809.21	\$233.27	\$1,690.79	52
20-4412-3300 BUILDING MAINTENANC	\$6,400.00	\$6,400.00	\$0.00	\$3,183.69	\$2,876.99	\$3,216.31	50
20-4412-3700 TRAVEL & TRAINING	\$3,300.00	\$3,300.00	\$0.00	\$26.40	\$26.40	\$3,273.60	1
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	\$5,628.49	\$1,211.08	\$3,505.51	62
20-4421-9001 FICA	\$699.00	\$699.00	\$0.00	\$430.61	\$92.64	\$268.39	62
20-4421-9002 VRS	\$1,309.00	\$1,309.00	\$0.00	\$676.56	\$0.00	\$632.44	52
20-4421-9003 HEALTH INSURANCE	\$1,116.00	\$1,116.00	\$0.00	\$656.53	\$0.00	\$459.47	59
20-4422-2800 MATERIALS & SUPPLIES	\$0.00	\$0.00	\$0.00	\$51.29	\$0.00	(\$51.29)	0
20-4422-2855 COMPUTERS & SOFTWA	\$0.00	\$0.00	\$0.00	\$3.45	\$3.45	(\$3.45)	0
20-4422-3201 I/T SUPPORT	\$0.00	\$0.00	\$0.00	\$222.62	\$35.34	(\$222.62)	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	\$61,801.74	\$9,742.61	\$107,748.26	36
20-4431-8000 SALARIES & WAGES - P	\$14,081.00	\$14,081.00	\$0.00	\$3,735.45	\$411.79	\$10,345.55	27
20-4431-9000 SALARIES & WAGES - O	\$5,550.00	\$5,550.00	\$0.00	\$3,377.73	\$448.04	\$2,172.27	61
20-4431-9001 FICA - PUBLIC WORKS	\$14,814.00	\$14,814.00	\$0.00	\$5,273.34	\$811.11	\$9,540.66	36
20-4431-9002 VRS - PUBLIC WORKS	\$25,728.00	\$25,728.00	\$0.00	\$9,124.55	\$115.66	\$16,603.45	35
20-4431-9003 HEALTH INSURANCE	\$38,500.00	\$38,500.00	\$0.00	\$10,904.44	\$0.00	\$27,595.56	28
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	\$6,830.62	\$0.00	\$2,169.38	76
20-4432-2000 CONTRACTUAL SERVICE	\$11,305.00	\$11,305.00	\$0.00	\$4,678.32	\$71.83	\$6,626.68	41
20-4432-2200 TELEPHONE	\$6,320.00	\$6,320.00	\$0.00	\$2,117.92	\$431.26	\$4,202.08	34
20-4432-2300 ELECTRICITY	\$7,500.00	\$7,500.00	\$0.00	\$1,562.93	\$439.69	\$5,937.07	21
20-4432-2500 GAS FUEL	\$4,950.00	\$4,950.00	\$0.00	\$645.50	\$645.50	\$4,304.50	13
20-4432-2600 GAS, GREASE, & OIL	\$11,100.00	\$11,100.00	\$0.00	\$4,647.89	\$693.12	\$6,452.11	42
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	\$1,219.61	\$351.30	\$6,445.39	16
20-4432-2850 PERMITS & DUES	\$455.00	\$455.00	\$0.00	\$181.50	\$0.00	\$273.50	40
20-4432-2855 COMPUTERS & SOFTWA	\$1,700.00	\$1,700.00	\$0.00	\$40.98	\$40.98	\$1,659.02	2
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	\$2,652.24	\$396.55	\$1,547.76	63
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	\$5,517.38	\$1,398.31	\$18,013.69	23
20-4432-3700 TRAVEL & TRAINING	\$6,650.00	\$6,650.00	\$0.00	\$52.80	\$52.80	\$6,597.20	1
20-4432-3800 MISS UTILITY	\$975.00	\$975.00	\$0.00	\$246.11	\$61.71	\$728.89	25
20-4432-4000 UNIFORMS/PPE	\$6,640.00	\$6,640.00	\$0.00	\$575.98	\$0.00	\$6,064.02	9
20-4432-4300 VEHICLE/EQUIPMENT PA	\$7,140.00	\$7,140.00	\$0.00	\$3,569.95	\$713.99	\$3,570.05	50
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	\$4,187.78	\$16,209.52	\$2,666.75	\$79,602.70	16
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	\$60,000.00	\$0.00	\$0.00	100
20-4432-5110 INTEREST VRA SERIES	\$35,000.00	\$35,000.00	\$0.00	\$15,950.23	\$0.00	\$19,049.77	46
20-4433-0100 VEHICLES	\$0.00	\$65,877.11	\$0.00	\$19,486.50	\$19,486.50	\$46,390.61	30
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	\$153,314.30	\$28,070.85	\$211,911.70	42
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	\$4,219.53	\$2,171.42	\$10,780.47	28
20-4451-9001 FICA - WATER TREATME	\$29,210.00	\$29,210.00	\$0.00	\$11,283.66	\$2,175.77	\$17,926.34	39
20-4451-9002 VRS - WATER TREATMEN	\$49,082.00	\$49,082.00	\$0.00	\$13,960.27	\$210.84	\$35,121.73	28
20-4451-9003 HEALTH INSURANCE	\$50,552.00	\$50,552.00	\$0.00	\$15,075.00	\$0.00	\$35,477.00	30
20-4451-9005 EMPLOYEE STIPENED	\$1,660.00	\$1,660.00	\$0.00	\$1,065.90	\$193.80	\$594.10	64
20-4452-1600 INSURANCE PREMIUMS	\$22,500.00	\$22,500.00	\$0.00	\$16,939.96	\$0.00	\$5,560.04	75
20-4452-1900 WATER PLANT CHEMICA	\$125,000.00	\$125,000.00	\$0.00	\$43,227.31	\$0.00	\$81,772.69	35
20-4452-2000 CONTRACTUAL SERVICE	\$40,985.00	\$40,985.00	\$0.00	\$10,250.46	\$1,006.27	\$30,734.54	25
20-4452-2200 TELEPHONE	\$3,200.00	\$3,200.00	\$0.00	\$734.69	\$183.10	\$2,465.31	23

Town of Strasburg

Account	Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
20-4452-2300 ELECTRICITY	\$105,000.00	\$105,000.00	\$0.00	\$43,596.58	\$8,370.05	\$61,403.42	42
20-4452-2500 FUEL /LP	\$5,900.00	\$5,900.00	\$0.00	\$1,927.01	\$102.34	\$3,972.99	33
20-4452-2600 GAS, GREASE, & OIL	\$3,000.00	\$3,000.00	\$0.00	\$877.74	\$332.64	\$2,122.26	29
20-4452-2800 MATERIALS & SUPPLIES	\$4,400.00	\$4,400.00	\$0.00	\$917.80	\$48.94	\$3,482.20	21
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	\$82.79	\$82.79	\$2,167.21	4
20-4452-2900 LAB OPERATING	\$10,500.00	\$10,500.00	\$0.00	\$3,514.56	\$648.99	\$6,985.44	33
20-4452-3000 MISCELLANEOUS	\$3,000.00	\$3,000.00	\$0.00	\$188.54	\$85.20	\$2,811.46	6
20-4452-3100 TESTING	\$10,915.00	\$10,915.00	\$0.00	\$3,474.39	\$0.00	\$7,440.61	32
20-4452-3201 I/T SUPPORT	\$8,500.00	\$8,500.00	\$0.00	\$2,765.02	\$424.12	\$5,734.98	33
20-4452-3300 BUILDING MAINTENANC	\$10,100.00	\$10,100.00	\$0.00	\$4,544.69	\$0.00	\$5,555.31	45
20-4452-3400 REPAIRS EQUIPMENT	\$50,000.00	\$50,000.00	\$1,699.62	\$12,765.29	\$4,566.26	\$35,535.09	26
20-4452-3700 TRAVEL & TRAINING	\$13,200.00	\$13,200.00	\$0.00	\$2,099.00	\$1,024.00	\$11,101.00	16
20-4452-4000 UNIFORMS	\$5,400.00	\$5,400.00	\$0.00	\$1,168.98	\$0.00	\$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	\$160,372.00	\$0.00	\$320,748.00	33
20-4453-0990 CIP PROJECTS	\$117,500.00	\$117,500.00	\$51,988.00	\$19,026.01	\$909.65	\$46,485.99	16
20-4461-9001 FICA	\$0.00	\$0.00	\$0.00	\$0.11	\$0.00	(\$0.11)	0
20-4461-9002 VRS	\$0.00	\$0.00	\$0.00	\$587.75	\$0.00	(\$587.75)	0
20-4461-9003 HEALTH INSURANCE	\$0.00	\$0.00	\$0.00	\$162.40	\$0.00	(\$162.40)	0
20-4462-2855 COMPUTERS & SOFTWA	\$0.00	\$0.00	\$0.00	\$8.62	\$8.62	(\$8.62)	0
20-4462-3201 I/T SUPPORT	\$0.00	\$0.00	\$0.00	\$210.91	\$35.34	(\$210.91)	0
Reporting Fund: 20-WATER FUND							
FundRevTot	\$3,592,000.00	\$3,592,000.00	\$0.00	\$1,256,346.61	\$187,179.60	(\$2,335,653.39)	35
FundExpTot	\$3,592,000.00	\$3,660,023.18	\$57,875.40	\$963,714.61	\$105,477.56	\$2,638,433.17	28
Reporting Fund: 30-SEWER FUND							
30-3370-1000 SEWER REVENUE	\$2,472,635.00	\$2,472,635.00	\$0.00	\$1,092,888.86	\$202,402.40	(\$1,379,746.14)	44
30-3370-2000 SEWER PENALTIES	\$50,000.00	\$50,000.00	\$0.00	\$6,850.00	\$0.00	(\$43,150.00)	14
30-3370-3000 SEWER AVAILABILITY F	\$153,000.00	\$153,000.00	\$0.00	\$206,853.13	\$0.00	\$53,853.13	135
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	\$3,796.97	\$2,575.08	\$1,296.97	152
30-3370-7000 SEWER INTEREST INCO	\$40,000.00	\$40,000.00	\$0.00	\$51,501.29	\$0.00	\$11,501.29	129
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	\$37,893.89	\$6,923.88	\$55,235.11	41
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	\$386.55	\$75.92	\$613.45	39
30-4411-9001 FICA - ADMININSTRATI	\$7,135.00	\$7,135.00	\$0.00	\$2,929.23	\$535.49	\$4,205.77	41
30-4411-9002 VRS - ADMINISTRATION	\$13,366.00	\$13,366.00	\$0.00	\$8,011.56	\$128.76	\$5,354.44	60
30-4411-9003 HEALTH INSURANCE	\$11,461.00	\$11,461.00	\$0.00	\$6,135.67	\$0.00	\$5,325.33	54
30-4412-1600 INSURANCE PREMIUMS	\$5,500.00	\$5,500.00	\$0.00	\$3,825.16	\$0.00	\$1,674.84	70
30-4412-2000 CONTRACTUAL SERVICE	\$24,280.00	\$24,280.00	\$0.00	\$7,004.47	\$836.88	\$17,275.53	29
30-4412-2100 PROFESSIONAL SERVICE	\$16,500.00	\$16,500.00	\$0.00	\$4,658.70	\$0.00	\$11,841.30	28
30-4412-2200 TELEPHONE	\$3,000.00	\$3,000.00	\$0.00	\$792.14	\$182.45	\$2,207.86	26
30-4412-2300 ELECTRICITY	\$4,400.00	\$4,400.00	\$0.00	\$1,977.52	\$394.37	\$2,422.48	45
30-4412-2500 FUEL-HEAT	\$800.00	\$800.00	\$0.00	\$69.71	\$27.16	\$730.29	9
30-4412-2800 MATERIALS & SUPPLIES	\$20,880.00	\$20,880.00	\$0.00	\$7,987.03	\$2,103.54	\$12,892.97	38
30-4412-2855 COMPUTERS & SOFTWA	\$2,000.00	\$2,000.00	\$0.00	\$61.42	\$25.04	\$1,938.58	3
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	\$2,364.31	\$75.37	\$135.69	95
30-4412-3201 I/T SUPPORT	\$3,500.00	\$3,500.00	\$0.00	\$1,809.21	\$233.27	\$1,690.79	52
30-4412-3300 BUILDING MAINTENANC	\$6,410.00	\$6,410.00	\$0.00	\$3,183.69	\$2,876.99	\$3,226.31	50
30-4412-3700 TRAVEL & TRAINING	\$3,300.00	\$3,300.00	\$0.00	\$26.40	\$26.40	\$3,273.60	1
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	\$5,628.49	\$1,211.08	\$3,505.51	62
30-4421-9001 FICA	\$699.00	\$699.00	\$0.00	\$430.61	\$92.64	\$268.39	62

Town of Strasburg

Account	Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
30-4421-9002 VRS	\$1,309.00	\$1,309.00	\$0.00	\$676.56	\$0.00	\$632.44	52
30-4421-9003 HEALTH INSURANCE	\$1,116.00	\$1,116.00	\$0.00	\$656.53	\$0.00	\$459.47	59
30-4422-2800 MATERIALS & SUPPLIES	\$0.00	\$0.00	\$0.00	\$51.29	\$0.00	(\$51.29)	0
30-4422-2855 COMPUTERS & SOFTWA	\$0.00	\$0.00	\$0.00	\$3.45	\$3.45	(\$3.45)	0
30-4422-3201 I/T SUPPORT	\$0.00	\$0.00	\$0.00	\$222.62	\$35.34	(\$222.62)	0
30-4431-7000 SALARIES & WAGES - R	\$169,550.00	\$169,550.00	\$0.00	\$61,802.01	\$9,742.61	\$107,747.99	36
30-4431-8000 SALARIES & WAGES - P	\$14,081.00	\$14,081.00	\$0.00	\$3,735.45	\$411.79	\$10,345.55	27
30-4431-9000 SALARIES & WAGES - O	\$5,550.00	\$5,550.00	\$0.00	\$2,542.22	\$399.26	\$3,007.78	46
30-4431-9001 FICA - PUBLIC WORKS	\$14,814.00	\$14,814.00	\$0.00	\$5,209.39	\$807.37	\$9,604.61	35
30-4431-9002 VRS - PUBLIC WORKS	\$25,728.00	\$25,728.00	\$0.00	\$9,124.55	\$115.66	\$16,603.45	35
30-4431-9003 HEALTH INSURANCE	\$38,500.00	\$38,500.00	\$0.00	\$10,904.44	\$0.00	\$27,595.56	28
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	\$6,830.62	\$0.00	\$2,169.38	76
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	\$4,678.32	\$71.83	\$6,626.68	41
30-4432-2200 TELEPHONE	\$6,320.00	\$6,320.00	\$0.00	\$2,117.92	\$431.26	\$4,202.08	34
30-4432-2300 ELECTRICITY	\$7,540.00	\$7,540.00	\$0.00	\$1,562.93	\$439.69	\$5,977.07	21
30-4432-2500 FUEL-HEAT	\$4,950.00	\$4,950.00	\$0.00	\$645.50	\$645.50	\$4,304.50	13
30-4432-2600 GAS, GREASE & OIL	\$11,170.00	\$11,170.00	\$0.00	\$4,647.89	\$693.12	\$6,522.11	42
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	\$1,215.32	\$351.30	\$6,454.68	16
30-4432-2850 PERMITS & DUES	\$455.00	\$455.00	\$0.00	\$181.50	\$0.00	\$273.50	40
30-4432-2855 COMPUTERS & SOFTWA	\$1,700.00	\$1,700.00	\$0.00	\$40.98	\$40.98	\$1,659.02	2
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	\$2,652.24	\$396.55	\$1,547.76	63
30-4432-3300 BUILDING MAINTENANC	\$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	\$6,087.80	\$1,398.31	\$17,443.27	26
30-4432-3700 TRAVEL & TRAINING	\$6,650.00	\$6,650.00	\$0.00	\$52.80	\$52.80	\$6,597.20	1
30-4432-3800 MISS UTILITY	\$980.00	\$980.00	\$0.00	\$246.11	\$61.71	\$733.89	25
30-4432-4000 UNIFORMS/PPE	\$6,640.00	\$6,640.00	\$0.00	\$595.97	\$0.00	\$6,044.03	9
30-4432-4300 VEHICLE/EQUIPMENT PA	\$7,140.00	\$7,140.00	\$0.00	\$3,569.95	\$713.99	\$3,570.05	50
30-4432-4500 INFRASTRUCTURE REPA	\$100,000.00	\$100,000.00	\$153.32	\$6,178.05	\$2,206.74	\$93,668.63	6
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 SER	\$60,000.00	\$60,000.00	\$0.00	\$60,000.00	\$0.00	\$0.00	100
30-4432-5110 INTEREST VRA SERIES	\$35,000.00	\$35,000.00	\$0.00	\$15,950.23	\$0.00	\$19,049.77	46
30-4433-0100 VEHICLES	\$0.00	\$65,877.11	\$0.00	\$19,486.50	\$19,486.50	\$46,390.61	30
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	\$153,506.16	\$28,354.56	\$232,658.84	40
30-4451-8000 WAGES - PARTTIME	\$1,500.00	\$1,500.00	\$0.00	\$207.90	\$0.00	\$1,292.10	14
30-4451-9000 SALARIES & WAGES - O	\$11,700.00	\$11,700.00	\$0.00	\$2,389.53	\$654.95	\$9,310.47	20
30-4451-9001 FICA - SEWER TREATME	\$29,658.00	\$29,658.00	\$0.00	\$10,853.73	\$2,023.92	\$18,804.27	37
30-4451-9002 VRS - SEWER TREATMEN	\$55,553.00	\$55,553.00	\$0.00	\$17,409.14	\$359.68	\$38,143.86	31
30-4451-9003 HEALTH INSURANCE	\$56,578.00	\$56,578.00	\$0.00	\$18,742.00	\$0.00	\$37,836.00	33
30-4451-9005 EMPLOYEE STIPEND	\$500.00	\$500.00	\$0.00	\$710.60	\$129.20	(\$210.60)	142
30-4452-1600 INSURANCE PREMIUMS	\$22,000.00	\$22,000.00	\$0.00	\$15,300.60	\$0.00	\$6,699.40	70
30-4452-1900 CHEMICALS	\$170,100.00	\$170,100.00	\$4,708.37	\$84,951.00	\$19,531.03	\$80,440.63	50
30-4452-2000 CONTRACTUAL SERVICE	\$31,500.00	\$31,500.00	\$0.00	\$22,318.79	\$2,248.58	\$9,181.21	71
30-4452-2200 TELEPHONE	\$7,800.00	\$7,800.00	\$0.00	\$1,443.69	\$233.96	\$6,356.31	19
30-4452-2300 ELECTRICITY	\$175,000.00	\$175,000.00	\$0.00	\$69,469.06	\$13,856.11	\$105,530.94	40
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	\$455.41	\$0.00	\$6,744.59	6
30-4452-2800 MATERIALS & SUPPLIES	\$10,500.00	\$10,500.00	\$0.00	\$4,067.75	\$753.36	\$6,432.25	39
30-4452-2850 PERMIT FEE & DUES	\$10,200.00	\$10,200.00	\$0.00	\$10,225.00	\$0.00	(\$25.00)	100
30-4452-2855 COMPUTERS & SOFTWA	\$2,250.00	\$2,250.00	\$0.00	\$260.58	\$20.70	\$1,989.42	12
30-4452-2900 LAB OPERATING	\$43,100.00	\$43,100.00	\$1,542.00	\$10,932.72	\$664.17	\$30,625.28	25
30-4452-3000 MISCELLANEOUS	\$2,250.00	\$2,250.00	\$0.00	\$29.90	\$0.00	\$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	\$3,116.60	\$494.81	\$2,383.40	57

Town of Strasburg

Account	Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
30-4452-3300 BUILDINGS MAINTENAN	\$10,000.00	\$10,000.00	\$0.00	\$383.60	\$167.21	\$9,616.40	4
30-4452-3400 REPAIRS EQUIPMENT	\$105,100.00	\$105,100.00	\$1,133.00	\$14,576.83	\$8,571.31	\$89,390.17	14
30-4452-3450 PUMP STATION REPAIR	\$17,000.00	\$17,000.00	\$6,982.85	\$9,646.85	\$0.00	\$370.30	57
30-4452-3700 TRAVEL & TRAINING	\$4,740.00	\$4,740.00	\$0.00	\$969.78	\$0.00	\$3,770.22	20
30-4452-4000 UNIFORMS	\$5,980.00	\$5,980.00	\$0.00	\$594.30	\$196.00	\$5,385.70	10
30-4452-4800 EQUIPMENT	\$1,600.00	\$1,600.00	\$0.00	\$532.52	\$0.00	\$1,067.48	33
30-4452-5100 VRA LOAN/WWTP UPGR	\$655,715.00	\$655,715.00	\$0.00	\$327,680.67	\$0.00	\$328,034.33	50
30-4452-5500 SLUDGE REMOVAL	\$102,200.00	\$102,200.00	\$0.00	\$33,890.66	\$21,593.58	\$68,309.34	33
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	\$194,148.00	\$13,514.60	\$13,514.60	(\$2,462.60)	7
30-4461-9001 FICA ER EXPENSE	\$0.00	\$0.00	\$0.00	\$0.11	\$0.00	(\$0.11)	0
30-4461-9002 VRS ER EXPENSE	\$0.00	\$0.00	\$0.00	\$587.75	\$0.00	(\$587.75)	0
30-4461-9003 HEALTH INSURANCE ER	\$0.00	\$0.00	\$0.00	\$162.40	\$0.00	(\$162.40)	0
30-4462-2855 COMPUTERS & SOFTWA	\$0.00	\$0.00	\$0.00	\$8.62	\$8.62	(\$8.62)	0
30-4462-3201 I/T SUPPORT	\$0.00	\$0.00	\$0.00	\$245.99	\$35.34	(\$245.99)	0
Reporting Fund: 30-SEWER FUND							
FundRevTot	\$4,182,624.00	\$4,182,624.00	\$0.00	\$1,361,890.25	\$204,977.48	(\$2,820,733.75)	33
FundExpTot	\$4,182,624.00	\$4,250,647.18	\$208,667.54	\$1,169,527.35	\$167,666.69	\$2,872,452.29	32
Reporting Fund: 40-TRASH FUND							
40-3480-1000 TRASH COLLECTION FEE	\$501,900.00	\$501,900.00	\$0.00	\$215,313.95	\$43,250.70	(\$286,586.05)	43
40-4462-4200 LANDFILL TIPPING FEE	\$104,000.00	\$104,000.00	\$0.00	\$36,519.16	\$9,277.85	\$67,480.84	35
40-4462-4900 TRASH COLLECTION	\$397,900.00	\$397,900.00	\$0.00	\$167,597.02	\$41,987.54	\$230,302.98	42
Reporting Fund: 40-TRASH FUND							
FundRevTot	\$501,900.00	\$501,900.00	\$0.00	\$215,313.95	\$43,250.70	(\$286,586.05)	43
FundExpTot	\$501,900.00	\$501,900.00	\$0.00	\$204,116.18	\$51,265.39	\$297,783.82	41
Reporting Fund: 60-AMERICAN RESCUE PLAN							
60-5920-0001 AMERICAN RESCUE PLA	\$0.00	\$0.00	\$0.00	\$101,728.30	\$4,395.00	(\$101,728.30)	0
Reporting Fund: 60-AMERICAN RESCUE PLAN							
FundRevTot	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
FundExpTot	\$0.00	\$0.00	\$0.00	\$101,728.30	\$4,395.00	(\$101,728.30)	0
Grand Totals:							
TotalRev	\$19,810,482.00	\$19,810,482.00	\$0.00	\$5,144,423.51	\$1,276,896.49	(\$14,666,058.49)	26
TotalExp	\$19,810,482.00	\$20,160,512.47	\$299,047.60	\$5,088,393.47	\$913,750.24	\$14,773,071.40	27



Memorandum

To: Mayor Boies and Strasburg Town Council
From: Wayne Sager, Chief of Police
Date: 12-8-2023
Re: Monthly Update to Council

The Strasburg Police Department answered **1356** calls for service in the month of **November** 2023.

Adult Criminal Charges (21)

- 4 Domestic Assault & Battery (M, 4 separate defendants)
- 1 Brandishing a Firearm
- 2 Possession of a Firearm by Convicted Felon (F, same defendant)
- 3 Possession of a Controlled Drug (1 M, 2 F, 2 separate defendants)
- 4 DUI (M, 4 separate defendants)
- 2 Drunk in Public (M, 2 separate defendants)
- 1 Driving w/Open Container (M)
- 1 Drive Revoked (M)
- 1 Trespassing (M)
- 2 Obstruction of Justice (M, separate defendants)

Juvenile Criminal Charges (0)

Traffic Violations (85)

- 10 Speeding
- 1 Reckless Driving
- 1 Hit & Run
- 2 Driving Suspended
- 6 Fail to Obey Highway Sign
- 1 Use of Unsafe Equipment
- 32 Expired State Inspection
- 8 Expired State Registration
- 1 Vehicle Registration Violations
- 3 No Driver's License
- 3 No Operator's License in Possession
- 7 Failure to Wear Seatbelt
- 1 No Insurance
- 1 Counterfeit Inspection Sticker

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



- 2 Improper Exhaust
- 1 Possession of Altered Tags
- 1 Possess Open Vehicle Title
- 1 Vehicle Title Violation
- 1 Drive with Handheld Device
- 1 Operate Motor Vehicle with Unapproved Equipment
- 1 Improper Stopping on Highway

Ordinance Violations in November (3)

Uses of Narcan in November (0)

Happenings:



Memorandum

To: Mayor Boies and Strasburg Town Council
From: Amy Keller, Office & HR Manager
Date: 12/8/2023
Re: October Monthly Update to Council

Monthly Employee Update: December 2023 (for November 2023)

Nothing to report for the month of November --- no one was hired, no one left, no promotions, and no milestone anniversaries.

<u>New Employees</u>	<u>Department</u>	<u>Effective Date</u>
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<u>Promotions/Transfers</u>	<u>Department</u>	<u>Effective Date</u>
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<u>Resignations/Terminations</u>	<u>Department</u>	<u>Effective Date</u>
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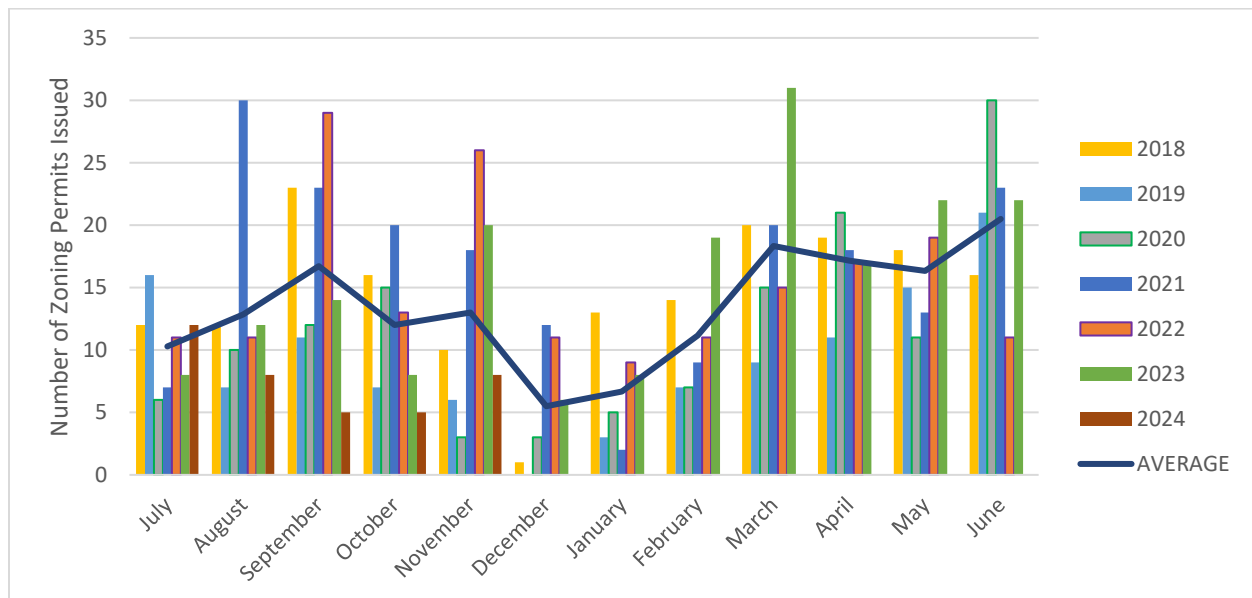
<u>Milestones</u>	<u>Department</u>	<u>Years/Date</u>
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Memorandum

To: Mayor Boies and Strasburg Town Council
 From: Brian Otis, Planning and Zoning Administrator
 Date: December 12, 2023
 Re: Monthly Update to Council (November)

Permit Data



Number of Permits per Month							
Month	Current Month	Previous Month	% Change	Previous Year	% Change	August Average	% Change
2023 November	8	5	60.00%	20	-60.00%	13	-38.46%
		Comparison to last month		Comparison to last year		Comparison of Current month over the last 7 years.	



Boards and Commissions

Planning Commission – no meeting

Architectural Review Board – no meeting

Board of Zoning Appeals – no meeting

Additional Items

- Valley Health Medical Office Building working on posting bonds and obtaining their Site Development Permit..
- UDO rewrite
 - Drafting the Administrative Procedures Manual
 - Creating Pros/Cons lists for uses that need staff needs Council direction on.
 - Researching STRs,
 - Identifying Pros/Cons of the industry as identified by other jurisdictions.
 - Collecting regulations other jurisdictions have adopted.
 - Identifying the trends of enforcement for this new type of use.



Memorandum

To: Mayor Boies and Strasburg Town Council
From: Public Works Superintendent, Ray Heishman
Date: 12/7/2023
Re: Monthly Update to Council

Meter Service request

- 10 Add Reading.
- 8 Reactivate Account.
- 8 Turn off.
- 3 Turn on.
- Data Logged 1 water meter.

Office Request

- Delivered 4 Notices.
- Delivered 9 Waste Containers.

Meter Installation

- Installed 4 new meters (new homes)
- 8 Meter replacements

AMI Water Meter Project

- The AMI gateways have been installed waiting now on setting up Electrician to run power to the gateways and Cellular service.

Water and Sewer

- 5 sewer main backups.
- 5 Sewer Service backups.
- 4 Water Service leak.
- Painted Fire Hydrants.

Streets

- Change Roadway Banner.
- Change Veteran Banner to Seasonal Banners.
- Replacing No Parking Signs.
- Sweeping Streets.
- 2 dead animal pickups
- Took Sun Sail down at Strasburg Square.



Horticulture

- Installed Lights on Street trees.
- Worked in flowerbeds.

Inspections

- Performed 3 occupancy inspections.

Miss Utility Locates

- Performed 140 Miss Utility Locates.

Shelter Rentals

Police Department Support

Events

- Prepared for and assisted with Grill Cheese and Tomato Soup Festival.
- Leaf Pickup
- Picked up brush.
- Prepare for Tree Lighting and parade.



Memorandum

To: Mayor Boies and Strasburg Town Council
From: Phil Gimple, Supt. Of WTP
Date: 12-8-23
Re: November Monthly Update to Council

TREATMENT

- Water Treatment Plant produced 26.871 MG for the month of October.
- Operating at 36% capacity
- Average daily production .896 MGD

BULK WATER SALES

- Staff filled 23 bulk water trucks for a total of 48,514 gallons.

FORTHILL 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
 - The brackets Verizon were waiting on were delivered by Utility Service on October 19th. Verizon still needs to install the brackets and pour a concrete pad. Scheduled to complete work December 13th.
 - Verizon cell site is not active at this time. They are waiting on Shentel to complete work.
- Utility Services (Tank Maintenance Company)



- Waiting for the painted shrouds over the cables running up the side of the bowl of the tank to be installed.

AMI GATEWAY INSTALLATION

- Core & Main (AMI)
 - Received quotes for all 4 sites electrical hookups
 - Forwarded quotes to DPW Superintendent Heishman

CLA-VAL FLOW CONTROLLER REPLACEMENT CIP

- Obtaining 3 quotes for project

SCADA SOFTWARE UPGRADE CIP

- Project awarded to Inframark Automations (Instrulogic)
- Start date scheduled for 12-18-2023



Memorandum

To: Mayor Boies and Strasburg Town Council
From: Superintendent of Wastewater, Gabe Ritenour
Date: October 9, 2023
Re: Monthly Update to Council

Utility Production Figures

- The wastewater plant treated 22.20 MG and ran at 36% capacity.

Keaser Blower Replacement Project:

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

Dairy Sampling Station Project:

- Met with the milk plant staff and Pennoni Thursday 5th of October.
- Conversation between Town Manager, Planning/zoning, and Wastewater staff are ongoing.
- Letter of recommendation is being drafted to Valley Milk.
- Letter of recommendation sent to milk plant.

Pre-treatment permitting:

- Working with DEQ and other consultants on pretreatment permitting for Significant Industrial Users (SIU) permitting.
- Also looking into Sewer Use Ordinances for sewer use permitting and an alternative.
- Meeting set with DEQ for information on 1-9-2024.

Homewood Pumping Station:

- The generator radiator has a hole and needs to be replaced.
- Drain valve on Water Plant holding tank is broken and needs repaired. This is a large job and will require consulting with a construction company.



Memorandum

To: Mayor Boies and Strasburg Town Council
From: Visitor Center Staff
Date: December 8, 2023
Re: November Monthly Update to Council

Visitor Center

- Gift Shop Manager Melody Nixon organized both Black Friday and Shop Small Saturday events for the gift shop which were very successful. Gross sales for November totaled \$2,159.88.
- The Center hosted several museum tours during the month of November. The Narrow Passage DAR held their monthly meeting at Hupp's Hill which included a tour of the museum; 30 people were in attendance.
- The **Visitor Center** welcomed 512 visitors in November (averaging 18 per day). This number was lower than most months but expected during colder months. Sales were higher than normal (please note, last month's figure included the sales of the Grilled Cheese and Tomato Soup Festival tickets).
 - Visitors came from 17 other states and the District of Columbia. Sixty-two people visited from Virginia with 22 of these being from the Strasburg area. Two guests visited from France and three from Canada.