



Memorandum

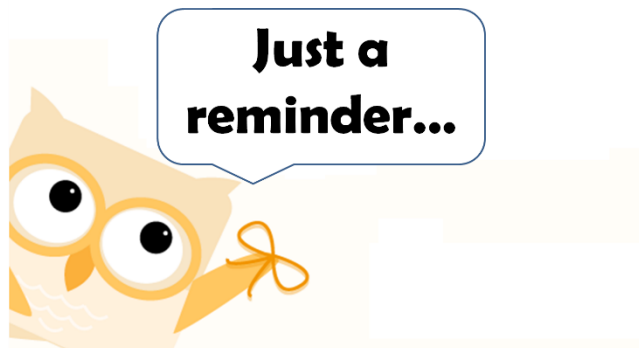
To: Mayor Boies and Strasburg Town Council
From: Finance Director, Angela Fletcher
Date: 01/09/2024
Re: Monthly Update to Council

Finances and Auditing

- James Kelly of Robinson, Farmer & Cox presented our FY23 audit presentation Tuesday, January 2nd
 - We received an **Unmodified Audit Opinion (Highest Level of Assurance Available)**
- Spiral bound copies of the audit and annual financial report are available for any interested council or staff members. Copies were also distributed via email.

Due Dates and Anticipated Items/Customer Interaction and Information

- Staff have been busy with annual business license renewal applications; those are due March 1st.
- We have shifted our focus toward the FY25 budget preparations
- Staff is finalizing 2023 payroll tax reporting and will be issuing Employee W2's and Vendor Form 1099 - NECs prior to the IRS' Jan 31st deadline. If anyone has address changes, please get those to me as soon as possible.
- It is **147** days until Wednesday, June 5, 2024 (1st Half Tax Due Date)



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	\$0.00	(\$3,379.69)	44
10-3310-1000 REAL ESTATE TAXES	\$1,362,000.00	\$1,362,000.00	\$0.00	\$662,304.05	\$309,898.62	(\$699,695.95)	49
10-3310-1001 REAL ESTATE TAXES-DE	\$20,000.00	\$20,000.00	\$0.00	\$3,450.88	\$392.22	(\$16,549.12)	17
10-3310-2000 PERSONAL PROPERTY T	\$605,000.00	\$605,000.00	\$0.00	\$367,347.01	\$110,063.00	(\$237,652.99)	61
10-3310-2001 PERSONAL PROPERTY T	\$35,000.00	\$35,000.00	\$0.00	\$19,821.58	\$1,128.27	(\$15,178.42)	57
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	\$106,431.91	\$49,629.59	(\$243,568.09)	30
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	\$0.00	(\$13,557.30)	25
10-3310-5000 PENALTIES	\$42,500.00	\$42,500.00	\$0.00	\$38,739.41	\$4,697.04	(\$3,760.59)	91
10-3310-5500 INTEREST FROM TAXES	\$4,500.00	\$4,500.00	\$0.00	\$994.60	\$134.69	(\$3,505.40)	22
10-3310-6000 UTILITY TAXES	\$140,000.00	\$140,000.00	\$0.00	\$51,996.49	\$3,551.00	(\$88,003.51)	37
10-3310-6100 COMMUNICATION TAXE	\$65,000.00	\$65,000.00	\$0.00	\$22,771.80	\$0.00	(\$42,228.20)	35
10-3310-6101 CIGARETTE TAXES	\$120,000.00	\$120,000.00	\$0.00	\$35,625.00	\$0.00	(\$84,375.00)	30
10-3320-1000 MOTOR VEHICLE FEES	\$165,000.00	\$165,000.00	\$0.00	\$31,412.00	\$3,208.17	(\$133,588.00)	19
10-3320-1500 DMV STOP FEE	\$30,000.00	\$30,000.00	\$0.00	\$12,792.28	\$3,343.02	(\$17,207.72)	43
10-3320-2000 ZONING & PERMIT FEES	\$31,000.00	\$31,000.00	\$0.00	\$21,697.00	\$160.00	(\$9,303.00)	70
10-3320-3000 BUSINESS LICENSE TAX	\$165,000.00	\$165,000.00	\$0.00	\$27,043.77	\$20.00	(\$137,956.23)	16
10-3320-4000 MEALS TAXES	\$975,000.00	\$975,000.00	\$0.00	\$539,362.85	\$90,010.84	(\$435,637.15)	55
10-3320-4100 LODGING TAXES	\$210,000.00	\$210,000.00	\$0.00	\$115,863.17	\$13,339.39	(\$94,136.83)	55
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	\$309,331.54	\$50,717.26	(\$195,668.46)	61
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	\$5,702.29	\$85.36	(\$16,297.71)	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	\$12,458.83	\$294.90	(\$22,541.17)	36
10-3330-7040 SPECIAL EVENTS REVEN	\$17,000.00	\$17,000.00	\$0.00	\$19,193.95	\$19.12	\$2,193.95	113
10-3340-1000 FINES & COSTS	\$25,000.00	\$25,000.00	\$0.00	\$14,620.75	\$2,642.17	(\$10,379.25)	58
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	\$24,340.42	\$8,643.14	(\$10,659.58)	70
10-3350-4200 RETURNED CHECK FEE	\$0.00	\$0.00	\$0.00	\$5.29	\$169.80	\$5.29	0
10-3350-7000 INTEREST INCOME	\$30,000.00	\$30,000.00	\$0.00	\$39,918.02	\$0.00	\$9,918.02	133
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	\$15,958.34	\$15,958.34	\$16,541.66	49
10-4411-3500 PLANNING COMMISSION	\$4,200.00	\$4,200.00	\$0.00	\$2,100.00	\$2,100.00	\$2,100.00	50
10-4411-7000 SALARIES & WAGES- RE	\$352,353.00	\$352,353.00	\$0.00	\$174,214.61	\$26,916.46	\$178,138.39	49
10-4411-8000 SALARIES & WAGES PAR	\$26,353.00	\$26,353.00	\$0.00	\$18,223.56	\$1,224.00	\$8,129.44	69
10-4411-9000 SALARIES & WAGES-OVE	\$2,000.00	\$2,000.00	\$0.00	\$511.48	\$265.23	\$1,488.52	26
10-4411-9001 FICA - ADMINISTRATION	\$31,781.00	\$31,781.00	\$0.00	\$15,426.86	\$3,686.93	\$16,354.14	49
10-4411-9002 VRS - ADMINISTRATION	\$49,218.00	\$49,218.00	\$0.00	\$8,254.41	\$0.00	\$40,963.59	17
10-4411-9003 HEALTH INSURANCE - E	\$31,636.00	\$31,636.00	\$0.00	\$12,088.12	\$0.00	\$19,547.88	38
10-4411-9005 EMPLOYEE STIPEND	\$840.00	\$840.00	\$0.00	\$419.90	\$64.60	\$420.10	50
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	\$487.61	\$166.60	\$3,512.39	12
10-4412-1900 LEGAL SERVICES	\$50,000.00	\$50,000.00	\$0.00	\$9,502.50	\$0.00	\$40,497.50	19
10-4412-2000 CONTRACTUAL SERVICE	\$25,000.00	\$25,000.00	\$0.00	\$7,432.87	\$369.54	\$17,567.13	30
10-4412-2020 DMV STOP FEE	\$15,000.00	\$15,000.00	\$0.00	\$3,225.00	\$0.00	\$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	\$1,185.63	\$196.76	\$1,614.37	42

Town of Strasburg

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10-4412-2300 ELECTRICITY	\$4,500.00	\$4,500.00	\$0.00	\$2,427.72	\$390.18	\$2,072.28	54
10-4412-2500 FUEL-HEAT	\$1,000.00	\$1,000.00	\$0.00	\$170.17	\$98.30	\$829.83	17
10-4412-2600 GAS, GREASE, & OIL	\$500.00	\$500.00	\$0.00	\$54.30	\$0.00	\$445.70	11
10-4412-2800 MATERIALS & SUPPLIES	\$21,000.00	\$21,000.00	\$0.00	\$7,341.05	\$68.13	\$13,658.95	35
10-4412-2855 COMPUTERS & SOFTWA	\$3,000.00	\$3,000.00	\$0.00	\$126.87	\$0.00	\$2,873.13	4
10-4412-2900 MEMBERSHIP DUES	\$2,000.00	\$2,000.00	\$0.00	\$2,224.66	\$0.00	(\$224.66)	111
10-4412-3000 MISCELLANEOUS	\$5,500.00	\$5,500.00	\$0.00	\$4,415.61	\$1,301.62	\$1,084.39	80
10-4412-3100 STRASBURG LIBRARY D	\$24,000.00	\$24,000.00	\$0.00	\$12,000.00	\$0.00	\$12,000.00	50
10-4412-3201 I/T SUPPORT	\$3,850.00	\$3,850.00	\$0.00	\$2,163.13	\$0.00	\$1,686.87	56
10-4412-3300 BUILDING MAINTENANC	\$6,400.00	\$6,400.00	\$0.00	\$3,586.26	\$27.20	\$2,813.74	56
10-4412-3700 TRAVEL & TRAINING	\$3,400.00	\$3,400.00	\$0.00	\$52.20	\$25.00	\$3,347.80	2
10-4412-3701 TRAVEL & TRAINING CO	\$3,500.00	\$3,500.00	\$0.00	\$1,934.96	\$0.00	\$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	\$0.00	\$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	\$15,058.17	\$1,548.87	\$16,941.83	47
10-4412-8000 RESCUE SQUAD DONATI	\$35,000.00	\$35,000.00	\$0.00	\$17,500.00	\$0.00	\$17,500.00	50
10-4412-8100 FIRE DEPT DONATION	\$35,000.00	\$35,000.00	\$0.00	\$22,556.34	\$1,339.64	\$12,443.66	64
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	\$13,251.15	\$166.15	\$6,748.85	66
10-4413-0400 CAPITAL PROJECTS	\$3,370,000.00	\$3,440,000.00	\$9,940.00	\$172,841.35	\$0.00	\$3,257,218.65	5
10-4413-0401 CAPITAL PROJECTS - B	\$1,000,000.00	\$1,000,000.00	\$0.00	\$20,948.00	\$3,438.00	\$979,052.00	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	\$53,456.36	\$11,036.32	\$102,955.64	34
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	\$4,086.63	\$817.94	\$7,878.37	34
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	\$5,737.54	\$0.00	\$14,342.46	29
10-4421-9005 EMPLOYEE STIPEND	\$840.00	\$840.00	\$0.00	\$323.00	\$64.60	\$517.00	38
10-4422-1700 ADVERTISING	\$2,000.00	\$2,000.00	\$0.00	\$3,027.76	\$459.20	(\$1,027.76)	151
10-4422-2000 CONTRACTUAL SERVICE	\$5,000.00	\$5,000.00	\$0.00	\$45.14	\$5.67	\$4,954.86	1
10-4422-2800 MATERIALS & SUPPLIES	\$1,500.00	\$1,500.00	\$0.00	\$710.00	\$14.00	\$790.00	47
10-4422-2855 COMPUTERS & SOFTWA	\$11,000.00	\$11,000.00	\$375.21	\$1,474.90	\$0.00	\$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	\$487.14	\$0.00	\$212.86	70
10-4422-3700 TRAVEL & TRAINING	\$2,250.00	\$2,250.00	\$0.00	\$892.90	\$311.60	\$1,357.10	40
10-4422-3800 PLANNING DISTRICT CO	\$9,320.00	\$9,320.00	\$0.00	\$8,240.24	\$970.79	\$1,079.76	88
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	\$24,646.94	\$6,648.75	\$74,952.67	25
10-4431-7000 SALARIES & WAGES - R	\$575,537.00	\$575,537.00	\$0.00	\$250,621.65	\$38,380.27	\$324,915.35	44
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	\$24,961.74	\$2,417.85	\$66,166.26	27
10-4431-9000 SALARIES & WAGES - O	\$25,900.00	\$25,900.00	\$0.00	\$8,988.67	\$875.44	\$16,911.33	35
10-4431-9001 FICA - PUBLIC WORKS	\$60,032.00	\$60,032.00	\$0.00	\$20,826.03	\$3,613.31	\$39,205.97	35
10-4431-9002 VRS - PUBLIC WORKS -	\$96,603.00	\$96,603.00	\$0.00	\$22,028.46	\$0.00	\$74,574.54	23
10-4431-9003 HEALTH INSURANCE - E	\$68,000.00	\$68,000.00	\$0.00	\$27,070.27	\$0.00	\$40,929.73	40
10-4431-9005 EMP STIPEND	\$2,200.00	\$2,200.00	\$0.00	\$1,259.70	\$193.80	\$940.30	57
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	\$6,306.35	\$681.82	\$5,353.65	54
10-4432-2200 TELEPHONE	\$6,505.00	\$6,505.00	\$0.00	\$2,500.60	\$318.56	\$4,004.40	38
10-4432-2300 ELECTRICITY	\$6,000.00	\$6,000.00	\$0.00	\$2,131.48	\$521.16	\$3,868.52	36
10-4432-2400 STREET LIGHTS	\$50,000.00	\$50,000.00	\$1,495.19	\$43,583.62	\$8,559.94	\$4,921.19	87
10-4432-2500 FUEL-HEAT	\$5,100.00	\$5,100.00	\$838.24	\$665.05	\$0.00	\$3,596.71	13
10-4432-2600 GAS, GREASE, & OIL	\$11,517.00	\$11,517.00	\$0.00	\$6,223.67	\$811.33	\$5,293.33	54
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	\$1,478.91	\$184.86	\$6,416.09	19

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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	\$0.00	\$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	\$3,046.13	\$0.00	\$1,953.87	61
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	\$6,168.14	\$482.89	\$18,075.98	25
10-4432-3500 REPAIRS STREETS - TO	\$50,000.00	\$50,000.00	\$0.00	\$1,718.88	\$270.89	\$48,281.12	3
10-4432-3600 REPAIRS STREETS-STAT	\$714,218.00	\$714,218.00	\$0.00	\$27,769.37	\$2,438.06	\$686,448.63	4
10-4432-3700 TRAVEL & TRAINING	\$6,895.00	\$6,895.00	\$0.00	\$54.40	\$0.00	\$6,840.60	1
10-4432-3800 MISS UTILITY	\$1,000.00	\$1,000.00	\$0.00	\$305.94	\$52.36	\$694.06	31
10-4432-4000 UNIFORMS/PPE	\$6,890.00	\$6,890.00	\$0.00	\$611.29	\$37.94	\$6,278.71	9
10-4432-4300 VEHICLE/EQUIPMENT PY	\$7,356.00	\$7,356.00	\$0.00	\$3,678.15	\$0.00	\$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	\$0.00	\$236,536.38	8
10-4441-7000 SALARIES & WAGES - R	\$1,243,104.00	\$1,243,104.00	\$0.00	\$622,704.52	\$98,758.27	\$620,399.48	50
10-4441-7010 SALARIES & WAGES - P	\$93,881.00	\$93,881.00	\$0.00	\$34,940.46	\$4,025.38	\$58,940.54	37
10-4441-9000 SALARIES & WAGES - O	\$93,200.00	\$93,200.00	\$0.00	\$69,605.23	\$8,334.42	\$23,594.77	75
10-4441-9001 FICA - PUBLIC SAFETY	\$109,410.00	\$109,410.00	\$0.00	\$52,035.20	\$8,357.35	\$57,374.80	48
10-4441-9002 VRS - PUBLIC SAFETY	\$176,916.00	\$176,916.00	\$0.00	\$52,966.82	\$0.00	\$123,949.18	30
10-4441-9003 HEALTH INSURANCE -	\$178,000.00	\$178,000.00	\$0.00	\$77,598.77	\$0.00	\$100,401.23	44
10-4441-9005 EMPLOYEE STIPEND	\$1,200.00	\$1,200.00	\$0.00	\$419.90	\$64.60	\$780.10	35
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	\$17,350.77	(\$1,273.11)	\$83,903.23	17
10-4442-2200 TELEPHONE	\$11,000.00	\$11,000.00	\$0.00	\$3,866.45	\$843.26	\$7,133.55	35
10-4442-2300 ELECTRICITY	\$4,000.00	\$4,000.00	\$0.00	\$1,397.92	\$291.00	\$2,602.08	35
10-4442-2500 FUEL - HEAT	\$4,000.00	\$4,000.00	\$0.00	\$156.87	\$0.00	\$3,843.13	4
10-4442-2600 GAS	\$32,000.00	\$32,000.00	\$0.00	\$31,826.64	\$4,182.55	\$173.36	99
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	\$4,715.94	\$84.94	\$4,284.06	52
10-4442-2850 EQUIPMENT	\$15,000.00	\$15,000.00	\$0.00	\$3,210.69	\$0.00	\$11,789.31	21
10-4442-2855 COMPUTERS & SOFTWA	\$4,500.00	\$4,500.00	\$0.00	\$344.74	\$0.00	\$4,155.26	8
10-4442-2900 MEMBERSHIP DUES	\$1,500.00	\$1,500.00	\$0.00	\$1,954.49	\$550.00	(\$454.49)	130
10-4442-3000 MISCELLANEOUS	\$6,000.00	\$6,000.00	\$0.00	\$1,883.68	\$0.00	\$4,116.32	31
10-4442-3201 I/T SUPPORT	\$14,000.00	\$14,000.00	\$0.00	\$9,310.86	\$0.00	\$4,689.14	67
10-4442-3400 REPAIRS EQUIPMENT	\$35,000.00	\$35,000.00	\$0.00	\$17,177.07	\$1,312.77	\$17,822.93	49
10-4442-3700 TRAVEL & TRAINING	\$20,000.00	\$20,000.00	\$0.00	\$14,969.71	\$0.00	\$5,030.29	75
10-4442-3900 COMMUNITY POLICING	\$9,500.00	\$9,500.00	\$0.00	\$8,574.15	\$0.00	\$925.85	90
10-4442-4000 UNIFORMS	\$22,500.00	\$22,500.00	\$0.00	\$12,537.91	\$1,476.42	\$9,962.09	56
10-4442-4300 VEHICLE/EQUIPMENT PA	\$29,252.00	\$29,252.00	\$0.00	\$13,636.40	\$0.00	\$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	\$0.00	\$135,667.31	\$13,487.45	(\$21,025.31)	118
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	\$26,099.03	\$5,267.03	\$99,754.97	21
10-4461-9001 FICA - ER	\$15,229.00	\$15,229.00	\$0.00	\$3,211.32	\$460.29	\$12,017.68	21
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	\$6,239.78	\$596.75	\$8,260.22	43
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	\$0.00	(\$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

Account	Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
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	\$590.03	\$0.00	\$1,109.97	35
10-4462-3700 TRAVEL & TRAINING	\$7,500.00	\$7,500.00	\$0.00	\$644.27	\$0.00	\$6,855.73	9
10-4462-7000 PROJECTS & PROGRAMS	\$34,000.00	\$53,300.00	\$0.00	\$3,440.93	\$0.00	\$49,859.07	6
10-4462-7200 TOURISM	\$40,800.00	\$40,800.00	\$0.00	\$38,550.70	\$38,550.70	\$2,249.30	94
10-4462-7250 VISITOR CENTER EXPEN	\$26,000.00	\$26,000.00	\$0.00	\$9,494.89	\$766.35	\$16,505.11	37
10-4463-0101 CAPITAL OUTLAY - OTH	\$0.00	\$15,000.00	\$0.00	\$146,615.75	\$0.00	(\$131,615.75)	977
10-5310-1000 POOL ADMISSION RECEI	\$35,000.00	\$35,000.00	\$0.00	\$14,388.18	(\$175.00)	(\$20,611.82)	41
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	\$0.00	(\$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	\$718.48	\$500.00	(\$281.52)	72
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	\$0.00	\$4,560.00	24
10-5412-2300 ELECTRICITY	\$9,500.00	\$9,500.00	\$0.00	\$5,012.50	\$145.85	\$4,487.50	53
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	\$0.00	\$2,096.58	53
10-5412-2860 PARK MAINTENANCE	\$7,000.00	\$7,000.00	\$0.00	\$6,080.36	\$0.00	\$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	\$0.00	\$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	\$23,333.10	\$254.95	\$13,766.90	54
10-5412-7000 RECREATIONAL PROGRA	\$3,000.00	\$3,000.00	\$0.00	\$757.59	\$0.00	\$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	\$2,972,555.72	\$652,472.60	(\$8,561,402.28)	26
FundExpTot	\$11,533,958.00	\$11,747,942.11	\$18,648.64	\$3,002,757.96	\$326,058.12	\$8,726,535.51	26
Reporting Fund: 20-WATER FUND							
20-3350-7500 LEASE RECEIPTS	\$88,000.00	\$88,000.00	\$0.00	\$6,835.86	\$664.49	(\$81,164.14)	8
20-3360-1000 WATER REVENUE	\$2,430,000.00	\$2,430,000.00	\$0.00	\$1,106,600.36	\$171,512.81	(\$1,323,399.64)	46
20-3360-2000 WATER PENALTIES	\$75,000.00	\$75,000.00	\$0.00	\$47,974.07	\$8,082.15	(\$27,025.93)	64
20-3360-3000 WATER AVAILABILITY F	\$153,000.00	\$153,000.00	\$0.00	\$235,273.93	\$27,000.00	\$82,273.93	154
20-3360-3100 WATER TAP FEES	\$35,000.00	\$35,000.00	\$0.00	\$5,389.20	\$361.04	(\$29,610.80)	15
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	\$11,991.07	\$900.00	(\$8,008.93)	60
20-3360-7000 WATER INTEREST INCOM	\$40,000.00	\$40,000.00	\$0.00	\$64,918.82	\$0.00	\$24,918.82	162
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	\$45,255.25	\$6,995.09	\$47,873.75	49
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	\$558.56	\$148.41	\$441.44	56
20-4411-9001 FICA - ADMINISTRATIO	\$7,135.00	\$7,135.00	\$0.00	\$3,393.75	\$630.89	\$3,741.25	48
20-4411-9002 VRS - ADMINISTRATION	\$13,223.00	\$13,223.00	\$0.00	\$8,011.56	\$0.00	\$5,211.44	61
20-4411-9003 HEALTH INSURANCE ER	\$11,461.00	\$11,461.00	\$0.00	\$7,113.64	\$0.00	\$4,347.36	62
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	\$7,192.94	\$356.01	\$17,087.06	30
20-4412-2100 PROFESSIONAL SERVICE	\$16,500.00	\$16,500.00	\$0.00	\$4,928.70	\$270.00	\$11,571.30	30
20-4412-2200 TELEPHONE	\$3,000.00	\$3,000.00	\$0.00	\$1,150.67	\$190.98	\$1,849.33	38
20-4412-2300 ELECTRICITY	\$4,400.00	\$4,400.00	\$0.00	\$2,356.21	\$378.69	\$2,043.79	54
20-4412-2500 FUEL-HEAT	\$800.00	\$800.00	\$0.00	\$165.11	\$95.40	\$634.89	21
20-4412-2800 MATERIALS & SUPPLIES	\$20,880.00	\$20,880.00	\$0.00	\$9,479.97	\$1,492.89	\$11,400.03	45
20-4412-2855 COMPUTERS & SOFTWA	\$2,000.00	\$2,000.00	\$0.00	\$61.42	\$0.00	\$1,938.58	3
20-4412-2900 MEMBERSHIP DUES	\$625.00	\$625.00	\$0.00	\$1,979.67	\$0.00	(\$1,354.67)	317

Town of Strasburg

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20-4412-3000 MISCELLANEOUS	\$2,500.00	\$2,500.00	\$0.00	\$2,393.94	\$0.00	\$106.06	96
20-4412-3201 I/T SUPPORT	\$3,500.00	\$3,500.00	\$0.00	\$2,099.70	\$0.00	\$1,400.30	60
20-4412-3300 BUILDING MAINTENANC	\$6,400.00	\$6,400.00	\$0.00	\$3,210.09	\$26.40	\$3,189.91	50
20-4412-3700 TRAVEL & TRAINING	\$3,300.00	\$3,300.00	\$0.00	\$26.40	\$0.00	\$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	\$6,839.57	\$1,211.08	\$2,294.43	75
20-4421-9001 FICA	\$699.00	\$699.00	\$0.00	\$523.25	\$92.64	\$175.75	75
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	\$734.84	\$0.00	\$381.16	66
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	\$0.00	(\$3.45)	0
20-4422-3201 I/T SUPPORT	\$0.00	\$0.00	\$0.00	\$243.59	\$0.00	(\$243.59)	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	\$71,268.54	\$9,466.80	\$98,281.46	42
20-4431-8000 SALARIES & WAGES - P	\$14,081.00	\$14,081.00	\$0.00	\$4,280.92	\$545.47	\$9,800.08	30
20-4431-9000 SALARIES & WAGES - O	\$5,550.00	\$5,550.00	\$0.00	\$3,888.82	\$511.09	\$1,661.18	70
20-4431-9001 FICA - PUBLIC WORKS	\$14,814.00	\$14,814.00	\$0.00	\$6,078.42	\$805.08	\$8,735.58	41
20-4431-9002 VRS - PUBLIC WORKS	\$25,728.00	\$25,728.00	\$0.00	\$9,124.55	\$0.00	\$16,603.45	35
20-4431-9003 HEALTH INSURANCE	\$38,500.00	\$38,500.00	\$0.00	\$13,545.60	\$0.00	\$24,954.40	35
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	\$4,734.20	\$55.88	\$6,570.80	42
20-4432-2200 TELEPHONE	\$6,320.00	\$6,320.00	\$0.00	\$2,427.11	\$309.19	\$3,892.89	38
20-4432-2300 ELECTRICITY	\$7,500.00	\$7,500.00	\$0.00	\$2,068.75	\$505.82	\$5,431.25	28
20-4432-2500 GAS FUEL	\$4,950.00	\$4,950.00	\$813.59	\$645.50	\$0.00	\$3,490.91	13
20-4432-2600 GAS, GREASE, & OIL	\$11,100.00	\$11,100.00	\$0.00	\$5,435.35	\$787.46	\$5,664.65	49
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	\$1,399.07	\$179.46	\$6,265.93	18
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	\$0.00	\$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	\$2,956.56	\$0.00	\$1,243.44	70
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	\$5,985.96	\$468.58	\$17,545.11	25
20-4432-3700 TRAVEL & TRAINING	\$6,650.00	\$6,650.00	\$0.00	\$52.80	\$0.00	\$6,597.20	1
20-4432-3800 MISS UTILITY	\$975.00	\$975.00	\$0.00	\$296.93	\$50.82	\$678.07	30
20-4432-4000 UNIFORMS/PPE	\$6,640.00	\$6,640.00	\$0.00	\$612.80	\$36.82	\$6,027.20	9
20-4432-4300 VEHICLE/EQUIPMENT PA	\$7,140.00	\$7,140.00	\$0.00	\$3,569.95	\$0.00	\$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	\$3,103.16	\$20,514.61	\$4,305.09	\$76,382.23	21
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	\$0.00	\$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	\$181,300.61	\$27,986.31	\$183,925.39	50
20-4451-8000 WAGES PART TIME	\$1,600.00	\$1,600.00	\$0.00	\$103.95	\$0.00	\$1,496.05	6
20-4451-9000 SALARIES & WAGES - O	\$15,000.00	\$15,000.00	\$0.00	\$5,639.10	\$1,419.57	\$9,360.90	38
20-4451-9001 FICA - WATER TREATME	\$29,210.00	\$29,210.00	\$0.00	\$13,502.36	\$2,218.70	\$15,707.64	46
20-4451-9002 VRS - WATER TREATMEN	\$49,082.00	\$49,082.00	\$0.00	\$13,960.27	\$0.00	\$35,121.73	28
20-4451-9003 HEALTH INSURANCE	\$50,552.00	\$50,552.00	\$0.00	\$18,843.75	\$0.00	\$31,708.25	37
20-4451-9005 EMPLOYEE STIPENED	\$1,660.00	\$1,660.00	\$0.00	\$1,259.70	\$193.80	\$400.30	76
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	\$50,929.67	\$7,702.36	\$74,070.33	41
20-4452-2000 CONTRACTUAL SERVICE	\$40,985.00	\$40,985.00	\$0.00	\$11,152.73	\$902.27	\$29,832.27	27
20-4452-2200 TELEPHONE	\$3,200.00	\$3,200.00	\$0.00	\$917.71	\$183.02	\$2,282.29	29

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	\$0.00	\$61,403.42	42
20-4452-2500 FUEL /LP	\$5,900.00	\$5,900.00	\$0.00	\$1,927.01	\$0.00	\$3,972.99	33
20-4452-2600 GAS, GREASE, & OIL	\$3,000.00	\$3,000.00	\$0.00	\$960.40	\$82.66	\$2,039.60	32
20-4452-2800 MATERIALS & SUPPLIES	\$4,400.00	\$4,400.00	\$0.00	\$1,311.15	\$393.35	\$3,088.85	30
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	\$0.00	\$2,167.21	4
20-4452-2900 LAB OPERATING	\$10,500.00	\$10,500.00	\$0.00	\$3,514.56	\$0.00	\$6,985.44	33
20-4452-3000 MISCELLANEOUS	\$3,000.00	\$3,000.00	\$0.00	\$188.54	\$0.00	\$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	\$3,058.44	\$0.00	\$5,441.56	36
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	\$13,434.37	\$669.08	\$34,866.01	27
20-4452-3700 TRAVEL & TRAINING	\$13,200.00	\$13,200.00	\$0.00	\$2,099.00	\$0.00	\$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	\$200,465.00	\$0.00	\$280,655.00	42
20-4453-0990 CIP PROJECTS	\$117,500.00	\$117,500.00	\$11,674.00	\$59,340.01	\$40,314.00	\$46,485.99	51
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	\$0.00	(\$8.62)	0
20-4462-3201 I/T SUPPORT	\$0.00	\$0.00	\$0.00	\$242.35	\$0.00	(\$242.35)	0
Reporting Fund: 20-WATER FUND							
FundRevTot	\$3,592,000.00	\$3,592,000.00	\$0.00	\$1,478,983.31	\$208,520.49	(\$2,113,016.69)	41
FundExpTot	\$3,592,000.00	\$3,660,023.18	\$17,290.37	\$1,124,328.24	\$111,981.16	\$2,518,404.57	31
Reporting Fund: 30-SEWER FUND							
30-3370-1000 SEWER REVENUE	\$2,472,635.00	\$2,472,635.00	\$0.00	\$1,291,845.89	\$198,957.03	(\$1,180,789.11)	52
30-3370-2000 SEWER PENALTIES	\$50,000.00	\$50,000.00	\$0.00	\$9,000.00	\$2,150.00	(\$41,000.00)	18
30-3370-3000 SEWER AVAILABILITY F	\$153,000.00	\$153,000.00	\$0.00	\$224,853.13	\$18,000.00	\$71,853.13	147
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	\$0.00	\$1,296.97	152
30-3370-7000 SEWER INTEREST INCO	\$40,000.00	\$40,000.00	\$0.00	\$63,853.43	\$0.00	\$23,853.43	160
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	\$44,803.64	\$6,909.75	\$48,325.36	48
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	\$522.93	\$136.38	\$477.07	52
30-4411-9001 FICA - ADMININSTRATI	\$7,135.00	\$7,135.00	\$0.00	\$3,468.26	\$539.03	\$3,666.74	49
30-4411-9002 VRS - ADMINISTRATION	\$13,366.00	\$13,366.00	\$0.00	\$8,011.56	\$0.00	\$5,354.44	60
30-4411-9003 HEALTH INSURANCE	\$11,461.00	\$11,461.00	\$0.00	\$7,113.64	\$0.00	\$4,347.36	62
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	\$7,360.48	\$356.01	\$16,919.52	30
30-4412-2100 PROFESSIONAL SERVICE	\$16,500.00	\$16,500.00	\$0.00	\$4,928.70	\$270.00	\$11,571.30	30
30-4412-2200 TELEPHONE	\$3,000.00	\$3,000.00	\$0.00	\$983.12	\$190.98	\$2,016.88	33
30-4412-2300 ELECTRICITY	\$4,400.00	\$4,400.00	\$0.00	\$2,356.21	\$378.69	\$2,043.79	54
30-4412-2500 FUEL-HEAT	\$800.00	\$800.00	\$0.00	\$165.11	\$95.40	\$634.89	21
30-4412-2800 MATERIALS & SUPPLIES	\$20,880.00	\$20,880.00	\$0.00	\$9,479.91	\$1,492.88	\$11,400.09	45
30-4412-2855 COMPUTERS & SOFTWA	\$2,000.00	\$2,000.00	\$0.00	\$61.42	\$0.00	\$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	\$2,393.00	\$0.00	\$107.00	96
30-4412-3201 I/T SUPPORT	\$3,500.00	\$3,500.00	\$0.00	\$2,099.70	\$0.00	\$1,400.30	60
30-4412-3300 BUILDING MAINTENANC	\$6,410.00	\$6,410.00	\$0.00	\$3,210.09	\$26.40	\$3,199.91	50
30-4412-3700 TRAVEL & TRAINING	\$3,300.00	\$3,300.00	\$0.00	\$26.40	\$0.00	\$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	\$6,839.57	\$1,211.08	\$2,294.43	75
30-4421-9001 FICA	\$699.00	\$699.00	\$0.00	\$523.25	\$92.64	\$175.75	75

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	\$734.84	\$0.00	\$381.16	66
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	\$0.00	(\$3.45)	0
30-4422-3201 I/T SUPPORT	\$0.00	\$0.00	\$0.00	\$243.59	\$0.00	(\$243.59)	0
30-4431-7000 SALARIES & WAGES - R	\$169,550.00	\$169,550.00	\$0.00	\$71,268.81	\$9,466.80	\$98,281.19	42
30-4431-8000 SALARIES & WAGES - P	\$14,081.00	\$14,081.00	\$0.00	\$4,280.92	\$545.47	\$9,800.08	30
30-4431-9000 SALARIES & WAGES - O	\$5,550.00	\$5,550.00	\$0.00	\$2,809.46	\$267.24	\$2,740.54	51
30-4431-9001 FICA - PUBLIC WORKS	\$14,814.00	\$14,814.00	\$0.00	\$5,995.81	\$786.42	\$8,818.19	40
30-4431-9002 VRS - PUBLIC WORKS	\$25,728.00	\$25,728.00	\$0.00	\$9,124.55	\$0.00	\$16,603.45	35
30-4431-9003 HEALTH INSURANCE	\$38,500.00	\$38,500.00	\$0.00	\$13,545.60	\$0.00	\$24,954.40	35
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	\$4,734.20	\$55.88	\$6,570.80	42
30-4432-2200 TELEPHONE	\$6,320.00	\$6,320.00	\$0.00	\$2,427.11	\$309.19	\$3,892.89	38
30-4432-2300 ELECTRICITY	\$7,540.00	\$7,540.00	\$0.00	\$2,068.75	\$505.82	\$5,471.25	27
30-4432-2500 FUEL-HEAT	\$4,950.00	\$4,950.00	\$813.59	\$645.50	\$0.00	\$3,490.91	13
30-4432-2600 GAS, GREASE & OIL	\$11,170.00	\$11,170.00	\$0.00	\$5,538.49	\$890.60	\$5,631.51	50
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	\$1,291.64	\$76.32	\$6,378.36	17
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	\$0.00	\$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	\$2,956.56	\$0.00	\$1,243.44	70
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	\$6,556.39	\$468.59	\$16,974.68	28
30-4432-3700 TRAVEL & TRAINING	\$6,650.00	\$6,650.00	\$0.00	\$52.80	\$0.00	\$6,597.20	1
30-4432-3800 MISS UTILITY	\$980.00	\$980.00	\$0.00	\$296.93	\$50.82	\$683.07	30
30-4432-4000 UNIFORMS/PPE	\$6,640.00	\$6,640.00	\$0.00	\$632.79	\$36.82	\$6,007.21	10
30-4432-4300 VEHICLE/EQUIPMENT PA	\$7,140.00	\$7,140.00	\$0.00	\$3,569.95	\$0.00	\$3,570.05	50
30-4432-4500 INFRASTRUCTURE REPA	\$100,000.00	\$100,000.00	\$153.32	\$7,818.63	\$1,640.58	\$92,028.05	8
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	\$0.00	\$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	\$181,091.43	\$27,585.27	\$205,073.57	47
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	\$4,011.12	\$1,621.59	\$7,688.88	34
30-4451-9001 FICA - SEWER TREATME	\$29,658.00	\$29,658.00	\$0.00	\$13,072.13	\$2,218.40	\$16,585.87	44
30-4451-9002 VRS - SEWER TREATMEN	\$55,553.00	\$55,553.00	\$0.00	\$17,409.14	\$0.00	\$38,143.86	31
30-4451-9003 HEALTH INSURANCE	\$56,578.00	\$56,578.00	\$0.00	\$23,427.50	\$0.00	\$33,150.50	41
30-4451-9005 EMPLOYEE STIPEND	\$500.00	\$500.00	\$0.00	\$807.50	\$96.90	(\$307.50)	162
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	\$20,638.80	\$90,032.63	\$5,081.63	\$59,428.57	53
30-4452-2000 CONTRACTUAL SERVICE	\$31,500.00	\$31,500.00	\$0.00	\$23,215.37	\$896.58	\$8,284.63	74
30-4452-2200 TELEPHONE	\$7,800.00	\$7,800.00	\$0.00	\$1,558.97	\$115.28	\$6,241.03	20
30-4452-2300 ELECTRICITY	\$175,000.00	\$175,000.00	\$0.00	\$69,530.22	\$61.16	\$105,469.78	40
30-4452-2500 FUEL-HEAT	\$8,000.00	\$8,000.00	\$0.00	\$1,803.24	\$1,803.24	\$6,196.76	23
30-4452-2600 GAS, GREASE, & OIL	\$7,200.00	\$7,200.00	\$0.00	\$661.74	\$206.33	\$6,538.26	9
30-4452-2800 MATERIALS & SUPPLIES	\$10,500.00	\$10,500.00	\$0.00	\$4,358.66	\$290.91	\$6,141.34	42
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	\$0.00	\$1,989.42	12
30-4452-2900 LAB OPERATING	\$43,100.00	\$43,100.00	\$1,778.36	\$13,449.02	\$2,516.30	\$27,872.62	31
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	\$3,410.02	\$0.00	\$2,089.98	62

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	\$1,066.18	\$682.58	\$8,933.82	11
30-4452-3400 REPAIRS EQUIPMENT	\$105,100.00	\$105,100.00	\$0.00	\$15,741.83	\$1,165.00	\$89,358.17	15
30-4452-3450 PUMP STATION REPAIR	\$17,000.00	\$17,000.00	\$8,097.05	\$11,382.73	\$1,735.88	(\$2,479.78)	67
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	\$0.00	\$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	\$34,495.84	\$605.18	\$67,704.16	34
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	\$188,862.00	\$18,837.80	\$5,323.20	(\$2,499.80)	9
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	\$0.00	(\$8.62)	0
30-4462-3201 I/T SUPPORT	\$0.00	\$0.00	\$0.00	\$277.43	\$0.00	(\$277.43)	0
Reporting Fund: 30-SEWER FUND							
FundRevTot	\$4,182,624.00	\$4,182,624.00	\$0.00	\$1,593,349.42	\$219,107.03	(\$2,589,274.58)	38
FundExpTot	\$4,182,624.00	\$4,250,647.18	\$220,343.12	\$1,257,684.84	\$78,805.22	\$2,772,619.22	35
Reporting Fund: 40-TRASH FUND							
40-3480-1000 TRASH COLLECTION FEE	\$501,900.00	\$501,900.00	\$0.00	\$258,805.88	\$43,491.93	(\$243,094.12)	52
40-4462-4200 LANDFILL TIPPING FEE	\$104,000.00	\$104,000.00	\$0.00	\$44,887.58	\$8,368.42	\$59,112.42	43
40-4462-4900 TRASH COLLECTION	\$397,900.00	\$397,900.00	\$0.00	\$203,975.44	\$36,378.42	\$193,924.56	51
Reporting Fund: 40-TRASH FUND							
FundRevTot	\$501,900.00	\$501,900.00	\$0.00	\$258,805.88	\$43,491.93	(\$243,094.12)	52
FundExpTot	\$501,900.00	\$501,900.00	\$0.00	\$248,863.02	\$44,746.84	\$253,036.98	50
Reporting Fund: 60-AMERICAN RESCUE PLAN							
60-5910-0001 AMERICAN RESCUE PLA	\$0.00	\$0.00	\$0.00	\$3,854.58	\$3,854.58	(\$3,854.58)	0
60-5920-0001 AMERICAN RESCUE PLA	\$0.00	\$0.00	\$0.00	\$193,902.60	\$92,174.30	(\$193,902.60)	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	\$197,757.18	\$96,028.88	(\$197,757.18)	0
Grand Totals:							
TotalRev	\$19,810,482.00	\$19,810,482.00	\$0.00	\$6,303,694.33	\$1,123,592.05	(\$13,506,787.67)	32
TotalExp	\$19,810,482.00	\$20,160,512.47	\$256,282.13	\$5,831,391.24	\$657,620.22	\$14,072,839.10	30



Memorandum

To: Mayor Boies & Members of the Strasburg Town Council
From: Wayne Sager, Chief of Police
Date: 01/05/2024
Re: Monthly Update to Council

The Strasburg Police Department answered **1832** calls for service in the month of **December** 2023.

Adult Criminal Charges (24)

- 2 Domestic Assault & Battery (M, 4 separate defendants)
- 3 Assault & Battery (M, same defendant)
- 1 Strangulation (F)
- 1 Malicious Wounding (F)
- 1 Destruction of Property (M)
- 1 Unlawful Entry (M)
- 1 Petit Larceny (M)
- 8 Possession of a Controlled Drug (1 M, 7 F, 5 separate defendants)
- 1 DUI (M)
- 1 DUID (M)
- 2 Drunk in Public (M, 2 separate defendants)
- 1 Underage Possession of Alcohol (M)
- 1 Hit & Run (M)

Juvenile Criminal Charges (0)

Traffic Violations (41)

- 1 Speeding
- 3 Reckless Driving
- 1 Improper Stopping on Highway
- 21 Expired State Inspection
- 8 Expired State Registration
- 2 Fail to Obtain Vehicle Registration
- 2 No Driver's License
- 1 Failure to Wear Seatbelt
- 1 Counterfeit Inspection Sticker
- 1 Improper Use of Farm Vehicle

Ordinance Violations in December (8)

Uses of Narcan in December (1, two doses)



Memorandum

To: Mayor Boies and Strasburg Town Council
From: Amy Keller, Office & HR Manager
Date: 1/5/2024
Re: December Monthly Update to Council

Monthly Employee Update: **January 2024 (for December 2023)**

<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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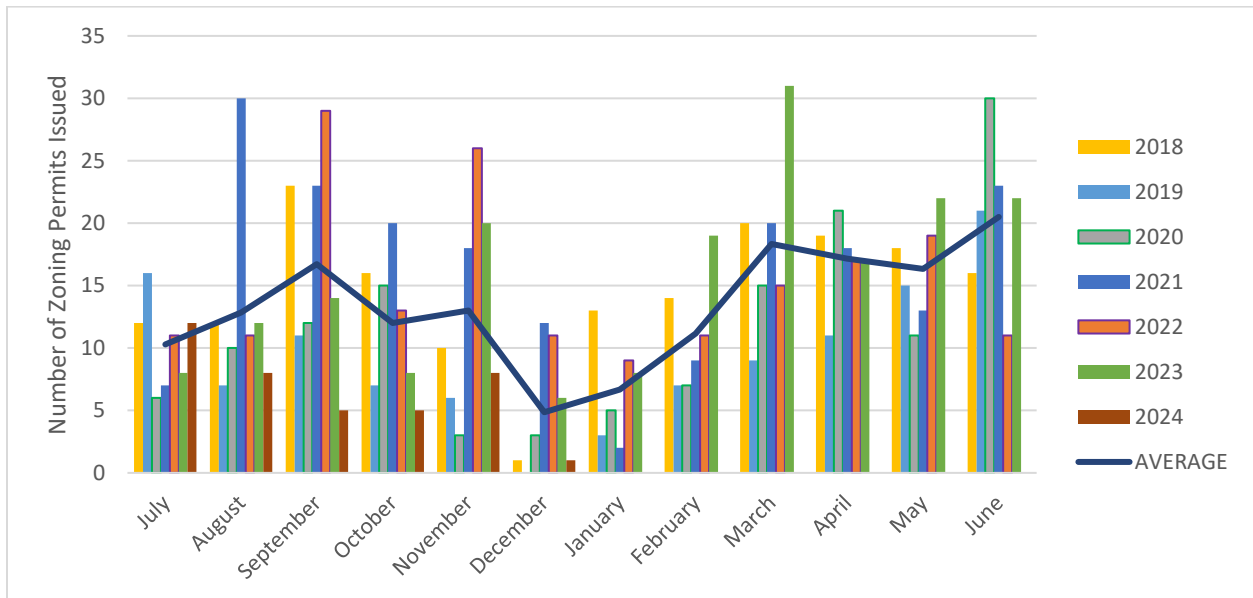
<u>Milestones</u>	<u>Department</u>	<u>Years/Date</u>
Jay Magdinec	Public Safety	15 years (12/1/08)
Roscoe Norris	WTP	10 years (12/30/13)



Memorandum

To: Mayor Boies and Strasburg Town Council
 From: Brian Otis, Director of Planning & Public Services
 Date: January 9, 2024
 Re: Monthly Update to Council (December) Planning and Zoning

Permit Data



Number of Permits per Month							
Month	Current Month	Previous Month	% Change	Previous Year	% Change	August Average	% Change
2023 December	1	8	-87.50%	6	-83.33%	4.9	-79.59%
		Comparison to last month		Comparison to last year		Comparison of Current month over the last 7 years.	

*NOTE: National trends for development in the months of December, January, and February are low. Statistically, homeowners spend less on improvement projects. This is due to holiday spending and the cold/inclement weather. Traditional increases come in March due to warmer weather and tax returns to cover project costs.



Boards and Commissions

Planning Commission – Scheduled meeting cancelled due to a lack of a quorum

Architectural Review Board – no meeting

Board of Zoning Appeals – no meeting

Additional Items

- Valley Health Medical Office Building is in development
- UDO rewrite
 - Working on final drafts for the first reading
 - STRs,
 - Compiling information to provide to council with the intent of understanding how council would like to move forward.
 - Once the vision of STR's is established I will draft language for review.



Memorandum

To: Mayor Boies and Strasburg Town Council
From: Public Works Superintendent, Ray Heishman
Date: 1/4/2024
Re: Monthly Update to Council

Meter Service request

- 9 Add Reading.
- 19 Reactivate Account.
- 5 Turn off.
- 5 Turn on.
- Data Logged 3 water meters.

Office Request

- Delivered 6 Notices.
- Delivered 2 Waste Containers.

Meter Installation

- Installed 1 new meters (new homes)
- 1 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

- 1 sewer main backup.
- 6 Sewer Service backups.

Streets

- Sweeping Streets.
- Preparing snow equipment.

Horticulture

- Worked in flowerbeds.

Inspections

- Performed 3 occupancy inspections.

Miss Utility Locates

- Performed 87 Miss Utility Locates.



Shelter Rentals

Police Department Support

Events

- Leaf Pickup
- Prepare for Tree Lighting and parade.



Memorandum

To: Mayor Boies and Strasburg Town Council
From: WTP Supt. Gimple
Date: 1/4/2024
Re: Monthly Update to Council

TREATMENT

- Water Treatment Plant produced 26.528 MG for the month of December.
- Operating at 35% capacity
- Average daily production .884 MGD

BULK WATER SALES

- Staff filled 42 bulk water trucks for a total of 60,709 gallons.

FORT HILL WATER TANK

- T-Mobile (COMPLETED)
 - Decommissioning work completed on an old panel left behind by Sprint/Shentel.
 - Dirt left over from the generator installation was spread out and the ground leveled on tank site.
- Verizon
 - The brackets were installed, and concrete pad poured by Verizon. Verizon waiting on circuits to be installed by Shentel before the site will be active. Projected date week of 1/8.
- Utility Services (Tank Maintenance Company)
 - Shrouds were installed over the cables running up the side of the bowl of the tank to be installed.
 - Waiting for final inspection and paint touchup on areas caused by cell carrier installation on tank



- Core & Main (AMI)
 - Waiting on electrical connection to be completed

JUNCTION TANK

- Core & Main (AMI)
 - Waiting on electrical connection to be completed

HYPOCHLORITE FEED SYSTEM CIP PROJECT (COMPLETED)

SCADA RADIO UPGRADE CIP PROJECT (COMPLETED)

CLA-VAL FLOW CONTROLLER REPLACEMENT CIP

- Obtaining quotes for project

SCADA SOFTWARE UPGRADE CIP

- Software upgrades have started. Waiting on last software delivery to finish the project.

DROUGHT

- ALL Drought conditions rescinded January 4, 2024



Memorandum

To: Mayor Boies and Strasburg Town Council
From: Superintendent of Wastewater, Gabe Ritenour
Date: January 5, 2024
Re: Monthly Update to Council

Utility Production Figures

- The wastewater plant treated 30.67 MG and ran at 50% 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:

- 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.

WWTP

- 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.
- Year end reporting to DEQ is due.

Budget

- Working on the 24-25 budget



Memorandum

To: Mayor Boies and Strasburg Town Council
From: Visitor Center Staff
Date: January 5, 2024
Re: December Monthly Update to Council

Visitor Center

- On December 16th, through the hard work of Melody Nixon, the Visitor Center was able to host a children's event with crafts, book reading, and snacks. Thanks to all the town employees and volunteers who helped with this program. We had 53 visitors that day.
- The **Visitor Center** welcomed 458 visitors in December (averaging 15.8 per day).

❖ **Visitors by Location on our Guest Log for December 2023**

- Virginia: 58, with 35 coming from Strasburg
- Other States:
 - Delaware = 4
 - Georgia = 2
 - Illinois = 3
 - Maryland = 3
 - New York = 4
 - North Carolina = 2
 - Pennsylvania = 2
 - Utah = 2
 - West Virginia = 3
- Other Countries: Brazil=3

The museum had 88 admissions.

Total sales for the Gift Shop in December: \$2,619.39

End of 2023 statistics:

The center had 8,333 visitors which was 2,400 more than 2022.

The museum had 2,161 admissions which was more than 1,209 over 2022.



Memorandum

To: Mayor Boies and Strasburg Town Council
From: Business and Engagement Coordinator McKee
Date: 1/2024
Re: December Monthly Update to Council

Economic Development (Business Attraction, Workforce, Business Support)

- **Downtown Collaboration**, Noticing a more collaborative effort among small businesses to support one another and downtown traffic. Making efforts to continue building bridges and communication to foster that sense of joint growth.
- The **Community Commercial Façade Program** is processing three new applications and finalizing progress on completion of previous recipients.
- Making efforts to make face to face drop ins on Downtown locations to get a general pulse of economic strength and develop ongoing programming to educate and encourage continued growth.
- Creating a monthly program with the Strasburg Community Library for small business education.

Tourism + Quality of Life

- **Tis the Season** was a success! In large part to the strong supportive energy from all the staff departments.
- Actively working on building relationships with past event partners to maintain a sense of community and volunteerism.