



Memorandum

To: Mayor Boies and Strasburg Town Council
From: Finance Director, Angela Fletcher
Date: 02/13/2024
Re: Monthly Update to Council

Finances and Auditing

- The Government Finance Officers Association (GFOA) Application for the Annual Comprehensive Financial Report (ACFR), Popular Annual Financial Reporting Award (PAFR) and Distinguished Budget Award are currently being prepared for an anticipated February/March submission.

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
- FY25 Donation Applications are due February 16th.
- It is **112** days until Wednesday, June 5, 2024 (1st Half Tax Due Date)



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	\$675,863.16	\$13,559.11	(\$686,136.84)	50
10-3310-1001 REAL ESTATE TAXES-DE	\$20,000.00	\$20,000.00	\$0.00	\$3,475.88	\$25.00	(\$16,524.12)	17
10-3310-2000 PERSONAL PROPERTY T	\$605,000.00	\$605,000.00	\$0.00	\$384,118.00	\$16,784.61	(\$220,882.00)	63
10-3310-2001 PERSONAL PROPERTY T	\$35,000.00	\$35,000.00	\$0.00	\$24,088.01	\$4,284.25	(\$10,911.99)	69
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	\$0.00	(\$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	\$43,478.64	\$4,739.23	\$978.64	102
10-3310-5500 INTEREST FROM TAXES	\$4,500.00	\$4,500.00	\$0.00	\$1,252.85	\$258.25	(\$3,247.15)	28
10-3310-6000 UTILITY TAXES	\$140,000.00	\$140,000.00	\$0.00	\$55,879.47	\$3,882.98	(\$84,120.53)	40
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	\$49,875.00	\$14,250.00	(\$70,125.00)	42
10-3320-1000 MOTOR VEHICLE FEES	\$165,000.00	\$165,000.00	\$0.00	\$34,858.80	\$3,446.80	(\$130,141.20)	21
10-3320-1500 DMV STOP FEE	\$30,000.00	\$30,000.00	\$0.00	\$16,026.45	\$3,234.17	(\$13,973.55)	53
10-3320-2000 ZONING & PERMIT FEES	\$31,000.00	\$31,000.00	\$0.00	\$22,087.00	\$390.00	(\$8,913.00)	71
10-3320-3000 BUSINESS LICENSE TAX	\$165,000.00	\$165,000.00	\$0.00	\$53,555.16	\$26,511.39	(\$111,444.84)	32
10-3320-4000 MEALS TAXES	\$975,000.00	\$975,000.00	\$0.00	\$614,195.05	\$74,832.20	(\$360,804.95)	63
10-3320-4100 LODGING TAXES	\$210,000.00	\$210,000.00	\$0.00	\$126,276.60	\$10,413.43	(\$83,723.40)	60
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	\$361,570.61	\$52,239.07	(\$143,429.39)	72
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	\$8,627.66	\$2,925.37	(\$13,372.34)	39
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	\$12,887.26	\$428.43	(\$22,112.74)	37
10-3330-7040 SPECIAL EVENTS REVEN	\$17,000.00	\$17,000.00	\$0.00	\$19,603.95	\$410.00	\$2,603.95	115
10-3340-1000 FINES & COSTS	\$25,000.00	\$25,000.00	\$0.00	\$16,970.10	\$2,349.35	(\$8,029.90)	68
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	\$40,598.98	\$16,290.56	\$5,598.98	116
10-3350-4200 RETURNED CHECK FEE	\$0.00	\$0.00	\$0.00	\$137.67	\$132.38	\$137.67	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	\$0.00	\$16,541.66	49
10-4411-3500 PLANNING COMMISSION	\$4,200.00	\$4,200.00	\$0.00	\$2,100.00	\$0.00	\$2,100.00	50
10-4411-7000 SALARIES & WAGES- RE	\$352,353.00	\$352,353.00	\$0.00	\$201,364.53	\$27,149.92	\$150,988.47	57
10-4411-8000 SALARIES & WAGES PAR	\$26,353.00	\$26,353.00	\$0.00	\$19,327.56	\$1,104.00	\$7,025.44	73
10-4411-9000 SALARIES & WAGES-OVE	\$2,000.00	\$2,000.00	\$0.00	\$653.24	\$141.76	\$1,346.76	33
10-4411-9001 FICA - ADMINISTRATION	\$31,781.00	\$31,781.00	\$0.00	\$17,389.95	\$1,963.09	\$14,391.05	55
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	\$484.50	\$64.60	\$355.50	58
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	\$0.00	\$3,512.39	12
10-4412-1900 LEGAL SERVICES	\$50,000.00	\$50,000.00	\$0.00	\$13,055.00	\$3,552.50	\$36,945.00	26
10-4412-2000 CONTRACTUAL SERVICE	\$25,000.00	\$25,000.00	\$0.00	\$8,520.96	\$1,088.09	\$16,479.04	34
10-4412-2020 DMV STOP FEE	\$15,000.00	\$15,000.00	\$0.00	\$5,000.00	\$0.00	\$10,000.00	33
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	\$1,409.33	\$223.70	\$1,390.67	50

Account	Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
10-4412-2300 ELECTRICITY	\$4,500.00	\$4,500.00	\$0.00	\$2,727.68	\$299.96	\$1,772.32	61
10-4412-2500 FUEL-HEAT	\$1,000.00	\$1,000.00	\$0.00	\$329.80	\$159.63	\$670.20	33
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	\$9,577.61	\$2,191.25	\$11,422.39	46
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	\$2,271.66	\$47.00	(\$271.66)	114
10-4412-3000 MISCELLANEOUS	\$5,500.00	\$5,500.00	\$0.00	\$4,772.06	\$335.17	\$727.94	87
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	\$2,403.86	\$240.73	\$1,446.14	62
10-4412-3300 BUILDING MAINTENANC	\$6,400.00	\$6,400.00	\$0.00	\$4,550.60	\$964.34	\$1,849.40	71
10-4412-3700 TRAVEL & TRAINING	\$3,400.00	\$3,400.00	\$0.00	\$52.20	\$0.00	\$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	\$19,016.97	\$3,958.80	\$12,983.03	59
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	\$24,147.63	\$1,591.29	\$10,852.37	69
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	\$0.00	\$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	\$25,990.40	\$5,042.40	\$974,009.60	3
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	\$62,609.14	\$9,152.78	\$93,802.86	40
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	\$4,751.30	\$664.67	\$7,213.70	40
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	\$371.45	\$48.45	\$468.55	44
10-4422-1700 ADVERTISING	\$2,000.00	\$2,000.00	\$0.00	\$3,447.22	\$419.46	(\$1,447.22)	172
10-4422-2000 CONTRACTUAL SERVICE	\$5,000.00	\$5,000.00	\$0.00	\$50.54	\$5.40	\$4,949.46	1
10-4422-2800 MATERIALS & SUPPLIES	\$1,500.00	\$1,500.00	\$0.00	\$710.00	\$0.00	\$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	\$557.94	\$70.80	\$142.06	80
10-4422-3700 TRAVEL & TRAINING	\$2,250.00	\$2,250.00	\$0.00	\$892.90	\$0.00	\$1,357.10	40
10-4422-3800 PLANNING DISTRICT CO	\$9,320.00	\$9,320.00	\$0.00	\$8,240.24	\$0.00	\$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	\$31,890.36	\$7,243.42	\$67,709.25	32
10-4431-7000 SALARIES & WAGES - R	\$575,537.00	\$575,537.00	\$0.00	\$291,580.05	\$40,958.40	\$283,956.95	51
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	\$26,582.24	\$1,620.50	\$64,545.76	29
10-4431-9000 SALARIES & WAGES - O	\$25,900.00	\$25,900.00	\$0.00	\$14,586.87	\$5,598.20	\$11,313.13	56
10-4431-9001 FICA - PUBLIC WORKS	\$60,032.00	\$60,032.00	\$0.00	\$24,230.46	\$3,404.43	\$35,801.54	40
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	\$1,469.65	\$209.95	\$730.35	67
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	\$6,546.27	\$239.92	\$5,113.73	56
10-4432-2200 TELEPHONE	\$6,505.00	\$6,505.00	\$0.00	\$3,475.80	\$975.20	\$3,029.20	53
10-4432-2300 ELECTRICITY	\$6,000.00	\$6,000.00	\$0.00	\$2,659.65	\$528.17	\$3,340.35	44
10-4432-2400 STREET LIGHTS	\$50,000.00	\$50,000.00	\$0.00	\$53,384.48	\$9,800.86	(\$3,384.48)	107
10-4432-2500 FUEL-HEAT	\$5,100.00	\$5,100.00	\$0.00	\$2,317.86	\$1,652.81	\$2,782.14	45
10-4432-2600 GAS,GREASE, & OIL	\$11,517.00	\$11,517.00	\$0.00	\$7,854.85	\$1,631.18	\$3,662.15	68
10-4432-2700 TIRES & TUBES	\$2,100.00	\$2,100.00	\$0.00	\$198.94	\$198.94	\$1,901.06	9
10-4432-2800 MATERIALS & SUPPLIES	\$7,895.00	\$7,895.00	\$0.00	\$1,913.59	\$337.14	\$5,981.41	24

Town of Strasburg

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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	\$3,455.37	\$409.24	\$1,544.63	69
10-4432-3300 BUILDING MAINTENANC	\$6,430.00	\$6,430.00	\$0.00	\$2,832.07	\$493.01	\$3,597.93	44
10-4432-3400 REPAIRS EQUIPMENT	\$22,033.00	\$24,244.12	\$0.00	\$7,212.59	\$1,044.45	\$17,031.53	30
10-4432-3500 REPAIRS STREETS - TO	\$50,000.00	\$50,000.00	\$223.82	\$3,313.22	\$1,594.34	\$46,462.96	7
10-4432-3600 REPAIRS STREETS-STAT	\$714,218.00	\$714,218.00	\$2,014.43	\$48,558.42	\$20,789.05	\$663,645.15	7
10-4432-3700 TRAVEL & TRAINING	\$6,895.00	\$6,895.00	\$0.00	\$74.80	\$0.00	\$6,820.20	1
10-4432-3800 MISS UTILITY	\$1,000.00	\$1,000.00	\$0.00	\$338.48	\$32.54	\$661.52	34
10-4432-4000 UNIFORMS/PPE	\$6,890.00	\$6,890.00	\$0.00	\$686.28	\$74.99	\$6,203.72	10
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	\$1,561.58	\$200.00	\$25,438.42	6
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	\$718,116.45	\$95,411.93	\$524,987.55	58
10-4441-7010 SALARIES & WAGES - P	\$93,881.00	\$93,881.00	\$0.00	\$39,248.11	\$4,307.65	\$54,632.89	42
10-4441-9000 SALARIES & WAGES - O	\$93,200.00	\$93,200.00	\$0.00	\$78,975.25	\$9,370.02	\$14,224.75	85
10-4441-9001 FICA - PUBLIC SAFETY	\$109,410.00	\$109,410.00	\$0.00	\$59,743.20	\$7,708.00	\$49,666.80	55
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	\$484.50	\$64.60	\$715.50	40
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	\$45,584.05	\$28,158.28	\$55,669.95	45
10-4442-2200 TELEPHONE	\$11,000.00	\$11,000.00	\$0.00	\$4,708.28	\$841.83	\$6,291.72	43
10-4442-2300 ELECTRICITY	\$4,000.00	\$4,000.00	\$0.00	\$1,698.36	\$300.44	\$2,301.64	42
10-4442-2500 FUEL - HEAT	\$4,000.00	\$4,000.00	\$0.00	\$577.86	\$275.98	\$3,422.14	14
10-4442-2600 GAS	\$32,000.00	\$32,000.00	\$0.00	\$35,899.08	\$3,955.50	(\$3,899.08)	112
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	\$6,258.07	\$465.32	\$2,741.93	70
10-4442-2850 EQUIPMENT	\$15,000.00	\$15,000.00	\$0.00	\$3,333.85	\$0.00	\$11,666.15	22
10-4442-2855 COMPUTERS & SOFTWA	\$4,500.00	\$4,500.00	\$0.00	\$1,320.42	\$0.00	\$3,179.58	29
10-4442-2900 MEMBERSHIP DUES	\$1,500.00	\$1,500.00	\$0.00	\$2,234.24	\$229.75	(\$734.24)	149
10-4442-3000 MISCELLANEOUS	\$6,000.00	\$6,000.00	\$0.00	\$2,525.92	\$0.00	\$3,474.08	42
10-4442-3201 I/T SUPPORT	\$14,000.00	\$14,000.00	\$0.00	\$10,585.31	\$1,274.45	\$3,414.69	76
10-4442-3400 REPAIRS EQUIPMENT	\$35,000.00	\$35,000.00	\$0.00	\$18,510.97	\$1,333.90	\$16,489.03	53
10-4442-3700 TRAVEL & TRAINING	\$20,000.00	\$20,000.00	\$0.00	\$15,535.74	\$164.00	\$4,464.26	78
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	\$16,255.44	\$2,174.07	\$6,244.56	72
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	\$0.00	(\$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	\$19,568.21	\$1,772.00	\$53,642.79	27
10-4461-8000 SALARIES & WAGES - P	\$125,854.00	\$125,854.00	\$0.00	\$29,562.21	\$3,463.18	\$96,291.79	23
10-4461-9001 FICA - ER	\$15,229.00	\$15,229.00	\$0.00	\$3,561.26	\$349.94	\$11,667.74	23
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	\$6,900.62	\$0.00	\$7,599.38	48
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	\$2,726.44	\$0.00	(\$526.44)	124
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	\$660.83	\$70.80	\$1,039.17	39
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	\$0.00	\$2,249.30	94
10-4462-7250 VISITOR CENTER EXPEN	\$26,000.00	\$26,000.00	\$0.00	\$11,772.00	\$1,828.93	\$14,228.00	45
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	\$0.00	(\$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	\$1,656.39	\$75.00	(\$16,343.61)	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	\$0.00	(\$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	\$2,160.00	\$720.00	\$3,840.00	36
10-5412-2300 ELECTRICITY	\$9,500.00	\$9,500.00	\$0.00	\$6,618.05	\$1,075.41	\$2,881.95	70
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	\$2,616.46	\$0.00	\$1,883.54	58
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	\$1,571.67	\$182.00	\$3,428.33	31
10-5412-3400 REPAIRS EQUIPMENT	\$5,000.00	\$5,000.00	\$0.00	\$2,399.20	\$199.20	\$2,600.80	48
10-5412-4000 EVENT EXPENSES	\$43,100.00	\$43,100.00	\$6,000.00	\$25,352.43	\$309.09	\$11,747.57	59
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	\$3,223,953.86	\$251,461.58	(\$8,310,004.14)	28
FundExpTot	\$11,533,958.00	\$11,747,942.11	\$18,553.46	\$3,339,180.82	\$325,522.80	\$8,390,207.83	29
Reporting Fund: 20-WATER FUND							
20-3350-7500 LEASE RECEIPTS	\$88,000.00	\$88,000.00	\$0.00	\$8,335.86	\$1,500.00	(\$79,664.14)	9
20-3360-1000 WATER REVENUE	\$2,430,000.00	\$2,430,000.00	\$0.00	\$1,304,239.11	\$197,458.15	(\$1,125,760.89)	54
20-3360-2000 WATER PENALTIES	\$75,000.00	\$75,000.00	\$0.00	\$54,804.27	\$6,887.02	(\$20,195.73)	73
20-3360-3000 WATER AVAILABILITY F	\$153,000.00	\$153,000.00	\$0.00	\$235,273.93	\$0.00	\$82,273.93	154
20-3360-3100 WATER TAP FEES	\$35,000.00	\$35,000.00	\$0.00	\$5,389.20	\$0.00	(\$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	\$11,993.80	\$2.73	(\$8,006.20)	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	\$52,216.40	\$6,961.15	\$40,912.60	56
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	\$616.28	\$57.72	\$383.72	62
20-4411-9001 FICA - ADMINISTRATIO	\$7,135.00	\$7,135.00	\$0.00	\$3,894.76	\$501.01	\$3,240.24	55
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	\$8,246.47	\$1,053.53	\$16,033.53	34
20-4412-2100 PROFESSIONAL SERVICE	\$16,500.00	\$16,500.00	\$0.00	\$4,928.70	\$0.00	\$11,571.30	30
20-4412-2200 TELEPHONE	\$3,000.00	\$3,000.00	\$0.00	\$1,367.77	\$217.10	\$1,632.23	46
20-4412-2300 ELECTRICITY	\$4,400.00	\$4,400.00	\$0.00	\$2,647.32	\$291.11	\$1,752.68	60
20-4412-2500 FUEL-HEAT	\$800.00	\$800.00	\$0.00	\$320.05	\$154.94	\$479.95	40
20-4412-2800 MATERIALS & SUPPLIES	\$20,880.00	\$20,880.00	\$0.00	\$11,794.19	\$2,270.30	\$9,085.81	56
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	\$1,996.17	\$16.50	(\$1,371.17)	319

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20-4412-3000 MISCELLANEOUS	\$2,500.00	\$2,500.00	\$0.00	\$2,410.44	\$16.50	\$89.56	96
20-4412-3201 I/T SUPPORT	\$3,500.00	\$3,500.00	\$0.00	\$2,333.35	\$233.65	\$1,166.65	67
20-4412-3300 BUILDING MAINTENANC	\$6,400.00	\$6,400.00	\$0.00	\$3,710.17	\$500.08	\$2,689.83	58
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	\$7,647.03	\$807.46	\$1,486.97	84
20-4421-9001 FICA	\$699.00	\$699.00	\$0.00	\$585.02	\$61.77	\$113.98	84
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	\$278.99	\$35.40	(\$278.99)	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	\$81,833.47	\$10,564.93	\$87,716.53	48
20-4431-8000 SALARIES & WAGES - P	\$14,081.00	\$14,081.00	\$0.00	\$4,648.34	\$367.42	\$9,432.66	33
20-4431-9000 SALARIES & WAGES - O	\$5,550.00	\$5,550.00	\$0.00	\$5,701.36	\$1,812.54	(\$151.36)	103
20-4431-9001 FICA - PUBLIC WORKS	\$14,814.00	\$14,814.00	\$0.00	\$7,053.43	\$975.01	\$7,760.57	48
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	\$4,939.12	\$204.92	\$6,365.88	44
20-4432-2200 TELEPHONE	\$6,320.00	\$6,320.00	\$0.00	\$3,373.62	\$946.51	\$2,946.38	53
20-4432-2300 ELECTRICITY	\$7,500.00	\$7,500.00	\$0.00	\$2,581.37	\$512.62	\$4,918.63	34
20-4432-2500 GAS FUEL	\$4,950.00	\$4,950.00	\$0.00	\$2,249.71	\$1,604.21	\$2,700.29	45
20-4432-2600 GAS,GREASE, & OIL	\$11,100.00	\$11,100.00	\$0.00	\$7,018.53	\$1,583.18	\$4,081.47	63
20-4432-2700 TIRES & TUBES	\$2,000.00	\$2,000.00	\$0.00	\$193.07	\$193.07	\$1,806.93	10
20-4432-2800 MATERIAL & SUPPLIES	\$7,665.00	\$7,665.00	\$0.00	\$1,821.03	\$327.27	\$5,843.97	24
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	\$3,353.76	\$397.20	\$846.24	80
20-4432-3300 BUILDING MAINTENANC	\$6,235.00	\$6,235.00	\$0.00	\$2,748.77	\$478.52	\$3,486.23	44
20-4432-3400 REPAIRS EQUIPMENT	\$21,385.00	\$23,531.07	\$0.00	\$6,999.45	\$1,013.49	\$16,531.62	30
20-4432-3700 TRAVEL & TRAINING	\$6,650.00	\$6,650.00	\$0.00	\$72.60	\$0.00	\$6,577.40	1
20-4432-3800 MISS UTILITY	\$975.00	\$975.00	\$0.00	\$328.51	\$31.58	\$646.49	34
20-4432-4000 UNIFORMS/PPE	\$6,640.00	\$6,640.00	\$0.00	\$685.58	\$72.78	\$5,954.42	10
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	\$23,671.63	\$3,157.02	\$73,225.21	24
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	\$939.92	\$939.92	\$749,060.08	0
20-4451-7000 SALARIES & WAGES - R	\$365,226.00	\$365,226.00	\$0.00	\$209,347.37	\$28,046.76	\$155,878.63	57
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	\$8,550.12	\$2,911.02	\$6,449.88	57
20-4451-9001 FICA - WATER TREATME	\$29,210.00	\$29,210.00	\$0.00	\$15,732.85	\$2,230.49	\$13,477.15	54
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	\$1,453.50	\$193.80	\$206.50	88
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	\$61,531.56	\$10,601.89	\$63,468.44	49
20-4452-2000 CONTRACTUAL SERVICE	\$40,985.00	\$40,985.00	\$0.00	\$13,574.56	\$2,421.83	\$27,410.44	33
20-4452-2200 TELEPHONE	\$3,200.00	\$3,200.00	\$0.00	\$1,289.46	\$371.75	\$1,910.54	40

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	\$60,719.57	\$17,122.99	\$44,280.43	58
20-4452-2500 FUEL /LP	\$5,900.00	\$5,900.00	\$0.00	\$2,743.79	\$816.78	\$3,156.21	47
20-4452-2600 GAS, GREASE, & OIL	\$3,000.00	\$3,000.00	\$0.00	\$1,546.07	\$585.67	\$1,453.93	52
20-4452-2800 MATERIALS & SUPPLIES	\$4,400.00	\$4,400.00	\$0.00	\$2,493.77	\$455.10	\$1,906.23	57
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	\$3,739.22	\$152.46	\$6,760.78	36
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	\$3,505.39	\$31.00	\$7,409.61	32
20-4452-3201 I/T SUPPORT	\$8,500.00	\$8,500.00	\$0.00	\$3,483.26	\$424.82	\$5,016.74	41
20-4452-3300 BUILDING MAINTENANC	\$10,100.00	\$10,100.00	\$0.00	\$5,107.19	\$562.50	\$4,992.81	51
20-4452-3400 REPAIRS EQUIPMENT	\$50,000.00	\$50,000.00	\$112.92	\$18,379.26	\$4,510.61	\$31,507.82	37
20-4452-3700 TRAVEL & TRAINING	\$13,200.00	\$13,200.00	\$0.00	\$2,999.00	\$900.00	\$10,201.00	23
20-4452-4000 UNIFORMS	\$5,400.00	\$5,400.00	\$0.00	\$1,372.20	\$203.22	\$4,027.80	25
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	\$60,056.31	\$716.30	\$45,769.69	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	\$278.15	\$35.80	(\$278.15)	0
Reporting Fund: 20-WATER FUND							
FundRevTot	\$3,592,000.00	\$3,592,000.00	\$0.00	\$1,684,954.99	\$205,847.90	(\$1,907,045.01)	47
FundExpTot	\$3,592,000.00	\$3,660,023.18	\$14,890.08	\$1,237,585.25	\$111,655.20	\$2,407,547.85	34
Reporting Fund: 30-SEWER FUND							
30-3370-1000 SEWER REVENUE	\$2,472,635.00	\$2,472,635.00	\$0.00	\$1,526,385.43	\$234,369.04	(\$946,249.57)	62
30-3370-2000 SEWER PENALTIES	\$50,000.00	\$50,000.00	\$0.00	\$11,100.00	\$2,100.00	(\$38,900.00)	22
30-3370-3000 SEWER AVAILABILITY F	\$153,000.00	\$153,000.00	\$0.00	\$224,853.13	\$0.00	\$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	\$51,756.65	\$6,953.01	\$41,372.35	56
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	\$581.13	\$58.20	\$418.87	58
30-4411-9001 FICA - ADMININSTRATI	\$7,135.00	\$7,135.00	\$0.00	\$4,004.61	\$536.35	\$3,130.39	56
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	\$8,414.01	\$1,053.53	\$15,865.99	35
30-4412-2100 PROFESSIONAL SERVICE	\$16,500.00	\$16,500.00	\$0.00	\$4,928.70	\$0.00	\$11,571.30	30
30-4412-2200 TELEPHONE	\$3,000.00	\$3,000.00	\$0.00	\$1,200.22	\$217.10	\$1,799.78	40
30-4412-2300 ELECTRICITY	\$4,400.00	\$4,400.00	\$0.00	\$2,647.32	\$291.11	\$1,752.68	60
30-4412-2500 FUEL-HEAT	\$800.00	\$800.00	\$0.00	\$320.05	\$154.94	\$479.95	40
30-4412-2800 MATERIALS & SUPPLIES	\$20,880.00	\$20,880.00	\$0.00	\$11,794.02	\$2,270.19	\$9,085.98	56
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	\$1,996.17	\$16.50	(\$1,371.17)	319
30-4412-3000 MISCELLANEOUS	\$2,500.00	\$2,500.00	\$0.00	\$2,409.50	\$16.50	\$90.50	96
30-4412-3201 I/T SUPPORT	\$3,500.00	\$3,500.00	\$0.00	\$2,333.35	\$233.65	\$1,166.65	67
30-4412-3300 BUILDING MAINTENANC	\$6,410.00	\$6,410.00	\$0.00	\$3,710.17	\$500.08	\$2,699.83	58
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	\$617.87	\$617.87	\$14,382.13	4
30-4421-7000 SALARIES & WAGES	\$9,134.00	\$9,134.00	\$0.00	\$7,647.03	\$807.46	\$1,486.97	84
30-4421-9001 FICA	\$699.00	\$699.00	\$0.00	\$585.02	\$61.77	\$113.98	84

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	\$278.99	\$35.40	(\$278.99)	0
30-4431-7000 SALARIES & WAGES - R	\$169,550.00	\$169,550.00	\$0.00	\$81,813.22	\$10,544.41	\$87,736.78	48
30-4431-8000 SALARIES & WAGES - P	\$14,081.00	\$14,081.00	\$0.00	\$4,648.34	\$367.42	\$9,432.66	33
30-4431-9000 SALARIES & WAGES - O	\$5,550.00	\$5,550.00	\$0.00	\$4,251.71	\$1,442.25	\$1,298.29	77
30-4431-9001 FICA - PUBLIC WORKS	\$14,814.00	\$14,814.00	\$0.00	\$6,940.93	\$945.12	\$7,873.07	47
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	\$4,939.12	\$204.92	\$6,365.88	44
30-4432-2200 TELEPHONE	\$6,320.00	\$6,320.00	\$0.00	\$3,373.62	\$946.51	\$2,946.38	53
30-4432-2300 ELECTRICITY	\$7,540.00	\$7,540.00	\$0.00	\$2,581.37	\$512.62	\$4,958.63	34
30-4432-2500 FUEL-HEAT	\$4,950.00	\$4,950.00	\$0.00	\$2,249.71	\$1,604.21	\$2,700.29	45
30-4432-2600 GAS, GREASE & OIL	\$11,170.00	\$11,170.00	\$0.00	\$7,121.67	\$1,583.18	\$4,048.33	64
30-4432-2700 TIRES & TUBES	\$2,038.00	\$2,038.00	\$0.00	\$193.07	\$193.07	\$1,844.93	9
30-4432-2800 MATERIALS & SUPPLIES	\$7,670.00	\$7,670.00	\$0.00	\$1,713.60	\$327.27	\$5,956.40	22
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	\$3,353.76	\$397.20	\$846.24	80
30-4432-3300 BUILDING MAINTENANC	\$6,235.00	\$6,235.00	\$0.00	\$2,748.77	\$478.52	\$3,486.23	44
30-4432-3400 REPAIRS EQUIPMENT	\$21,385.00	\$23,531.07	\$0.00	\$7,569.88	\$1,013.49	\$15,961.19	32
30-4432-3700 TRAVEL & TRAINING	\$6,650.00	\$6,650.00	\$0.00	\$72.60	\$0.00	\$6,577.40	1
30-4432-3800 MISS UTILITY	\$980.00	\$980.00	\$0.00	\$328.51	\$31.58	\$651.49	34
30-4432-4000 UNIFORMS/PPE	\$6,640.00	\$6,640.00	\$0.00	\$705.57	\$72.78	\$5,934.43	11
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	\$8,747.86	\$929.23	\$91,098.82	9
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	\$209,553.41	\$28,461.98	\$176,611.59	54
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	\$5,525.02	\$1,513.90	\$6,174.98	47
30-4451-9001 FICA - SEWER TREATME	\$29,658.00	\$29,658.00	\$0.00	\$15,169.97	\$2,097.84	\$14,488.03	51
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	\$904.40	\$96.90	(\$404.40)	181
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	\$4,410.00	\$110,671.43	\$20,638.80	\$55,018.57	65
30-4452-2000 CONTRACTUAL SERVICE	\$31,500.00	\$31,500.00	\$0.00	\$26,275.14	\$3,059.77	\$5,224.86	83
30-4452-2200 TELEPHONE	\$7,800.00	\$7,800.00	\$0.00	\$2,096.36	\$537.39	\$5,703.64	27
30-4452-2300 ELECTRICITY	\$175,000.00	\$175,000.00	\$0.00	\$98,369.25	\$28,806.24	\$76,630.75	56
30-4452-2500 FUEL-HEAT	\$8,000.00	\$8,000.00	\$1,637.20	\$1,803.24	\$0.00	\$4,559.56	23
30-4452-2600 GAS, GREASE, & OIL	\$7,200.00	\$7,200.00	\$0.00	\$698.09	\$36.35	\$6,501.91	10
30-4452-2800 MATERIALS & SUPPLIES	\$10,500.00	\$10,500.00	\$0.00	\$4,673.99	\$188.15	\$5,826.01	45
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	\$1,612.65	\$16,665.90	\$3,216.88	\$24,821.45	39
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	\$3,905.64	\$495.62	\$1,594.36	71

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	\$0.00	\$8,933.82	11
30-4452-3400 REPAIRS EQUIPMENT	\$105,100.00	\$105,100.00	\$0.00	\$21,921.34	\$5,451.91	\$83,178.66	21
30-4452-3450 PUMP STATION REPAIR	\$17,000.00	\$17,000.00	\$7,072.85	\$15,727.85	\$4,345.12	(\$5,800.70)	93
30-4452-3700 TRAVEL & TRAINING	\$4,740.00	\$4,740.00	\$0.00	\$1,269.78	\$0.00	\$3,470.22	27
30-4452-4000 UNIFORMS	\$5,980.00	\$5,980.00	\$0.00	\$940.26	\$0.00	\$5,039.74	16
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	\$0.00	\$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	\$0.00	(\$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	\$313.23	\$35.80	(\$313.23)	0
Reporting Fund: 30-SEWER FUND							
FundRevTot	\$4,182,624.00	\$4,182,624.00	\$0.00	\$1,829,988.96	\$236,469.04	(\$2,352,635.04)	44
FundExpTot	\$4,182,624.00	\$4,250,647.18	\$203,748.02	\$1,393,986.27	\$134,400.09	\$2,652,912.89	38
Reporting Fund: 40-TRASH FUND							
40-3480-1000 TRASH COLLECTION FEE	\$501,900.00	\$501,900.00	\$0.00	\$302,225.91	\$43,420.03	(\$199,674.09)	60
40-4462-4200 LANDFILL TIPPING FEE	\$104,000.00	\$104,000.00	\$0.00	\$53,317.19	\$8,429.61	\$50,682.81	51
40-4462-4900 TRASH COLLECTION	\$397,900.00	\$397,900.00	\$0.00	\$222,778.29	\$18,802.85	\$175,121.71	56
Reporting Fund: 40-TRASH FUND							
FundRevTot	\$501,900.00	\$501,900.00	\$0.00	\$302,225.91	\$43,420.03	(\$199,674.09)	60
FundExpTot	\$501,900.00	\$501,900.00	\$0.00	\$276,095.48	\$27,232.46	\$225,804.52	55
Reporting Fund: 60-AMERICAN RESCUE PLAN							
60-5910-0001 AMERICAN RESCUE PLA	\$0.00	\$0.00	\$0.00	\$3,854.58	\$0.00	(\$3,854.58)	0
60-5920-0001 AMERICAN RESCUE PLA	\$0.00	\$0.00	\$0.00	\$195,230.36	\$1,327.76	(\$195,230.36)	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	\$199,084.94	\$1,327.76	(\$199,084.94)	0
Grand Totals:							
TotalRev	\$19,810,482.00	\$19,810,482.00	\$0.00	\$7,041,123.72	\$737,198.55	(\$12,769,358.28)	36
TotalExp	\$19,810,482.00	\$20,160,512.47	\$237,191.56	\$6,445,932.76	\$600,138.31	\$13,477,388.15	33



Memorandum

To: Mayor Boies and Strasburg Town Council
From: Wayne Sager, Chief of Police
Date: 02-08-2024
Re: Monthly Update to Council

The Strasburg Police Department answered **1491** calls for service in the month of **January** 2024.

Adult Criminal Charges (35)

- 2 Domestic Assault & Battery (M, separate defendants)
- 1 Assault & Battery (M)
- 2 Assault & Battery of Law Enforcement (F, separate defendants)
- 1 Strangulation (F)
- 1 Child Endangerment (F)
- 4 Obstruction of Justice (M, separate defendants)
- 1 Destruction of Property (M)
- 1 Unlawful Entry into Vehicle (M)
- 8 Petit Larceny (M, 4 separate defendants)
- 4 Possession of a Controlled Drug (1 M, 3 F, 3 separate defendants)
- 1 Possession of Firearm While in Possession of Drugs (F)
- 2 Carrying a Concealed Weapon (M, separate defendants)
- 2 DUI (M, separate defendants)
- 1 Drinking While Driving/Open Container (M)
- 1 Disorderly Conduct (M)
- 1 Unauthorized Use of Vehicle (F)
- 1 Trespassing (M)
- 1 Hit & Run (M)

Juvenile Criminal Charges (3)

- 1 Aggravated Sexual Battery (F)
- 1 Assault & Battery (M)
- 1 Underage Possession of Alcohol (M)

Traffic Violations (46)

- 4 Speeding
- 3 Reckless Driving
- 1 Throwing Flammable Object from Vehicle



- 18 Expired State Inspection
- 4 Expired State Registration
- 2 No Operator's License in Possession
- 5 No Driver's License
- 1 No Insurance
- 3 Failure to Wear Seatbelt
- 1 Improper Exhaust
- 1 Defective Equipment
- 1 Improperly Secured License Plate
- 1 Drive without Lights
- 1 Improper Stopping on Highway

Ordinance Violations in January (10)

Uses of Narcan in January (0)



Memorandum

To: Mayor Boies and Strasburg Town Council
From: Amy Keller, Office & HR Manager
Date: 2/9/2024
Re: January 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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Brian Otis (From Planning & Zoning Adm. to
Director of Planning and Public Services)

Comm. Initiatives

1/1/2024

Brian McKee (From Engagement Specialist
to Business & Engagement Coordinator – PT to FT)

Strategic Initiatives

1/1/2024

<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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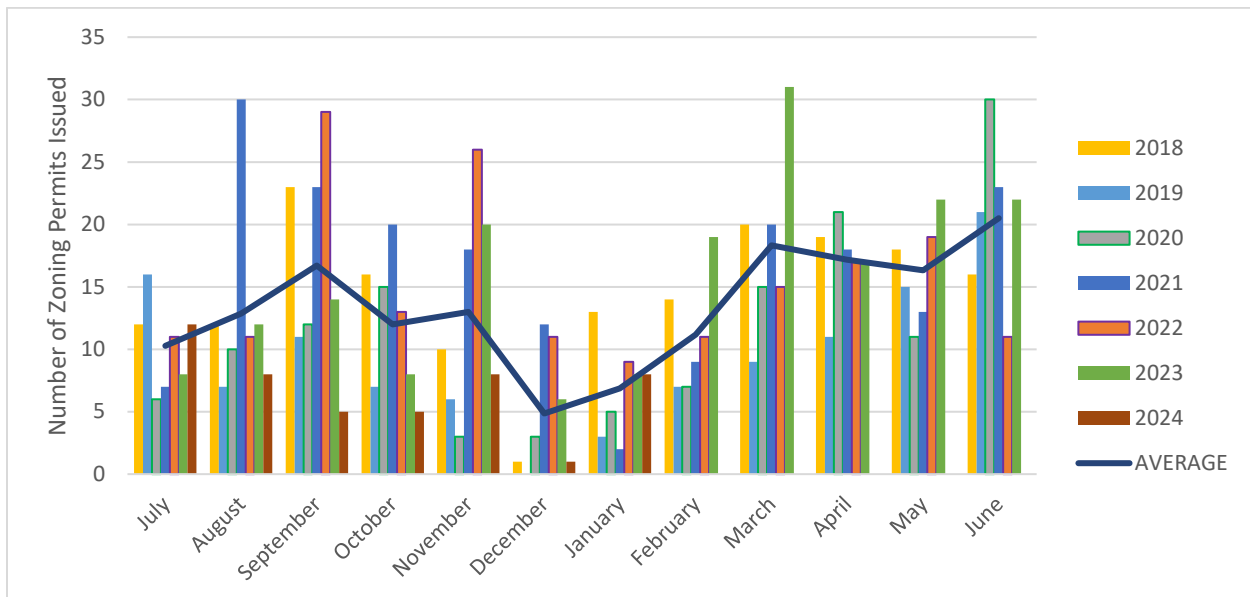


Memorandum

To: Mayor Boies and Strasburg Town Council
 From: Brian Otis, Director of Planning & Public Services
 Date: February 13, 2024
 Re: Monthly Update to Council (December) Planning and Public Services

Planning Department

Permit Data



Number of Permits per Month							
Month	Current Month	Previous Month	% Change	Previous Year	% Change	January Average	% Change
2024 January	8	1	700.00%	8	0.00%	6.9	15.94%
		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 – Meeting held, Dunmore rezoning, recommended approval with conditions.

Additional Items

- UDO Proposed schedule for adoption:
 - February 20 – Public Workshop
 - March 14 @ 7:00 p.m. - Joint meeting to discuss final revisions
 - April, joint meeting – first reading
 - May, joint meeting – second reading
 - June, council meeting – approval
 - Adoption – July 1, 2024

Department of Public Works

- Meter Service request
 - 4 Add Reading.
 - 13 Reactivate Account.
 - 3 Turn off.
 - 2 Turn on.
 - Data Logged 5 water meters.
 - 2 frozen meters.
 - Replaced 1 meter.
 - 2 pressure tests.
- Office Request
 - Delivered 6 Notices.
 - Delivered 16 Waste Containers.
- Meter Installation
 - 1 Meter replacement.
- 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
 - 3 sewer main backup.
 - 2 Sewer Service backups.
 - 1 water tap.
 - 2 water main leaks.
 - 1 water service leak.



- Streets
 - Sweeping Streets.
 - Replacing NO Parking Signs.
 - Performed Snow removal duties.
 - Take down street tree lights and snowflakes.
 - Change Pole Banners.
 - 1 dead animal pickup.
- Horticulture
 - 4 staff attended spray recertification training.
- Inspections
 - Performed 1 occupancy inspection.
- Miss Utility Locates
 - Performed 112 Miss Utility Locates.
- Events
 - Pick up Christmas Trees.

Utilities Department

Water Treatment Plant

- OPERATIONS / TREATMENT
 - Water Treatment Plant produced 26.625 MG for the month of January.
 - Operating at 34% capacity
 - Average daily production .859 MGD
 - The Water Plant ran on limited capacity on January 10th and 11th due to muddy water and debris in the river causing our source water intakes to clog. Plant run times and filter flow rates were limited each day. The recovery period for the shut down and reduced filter rates was approx. 4 days running the plant at maximum filter flow rate to return system to normal operating tank levels.
 - The Water Plant ran on limiting capacity on January 29th due to muddy water and debris in the river causing our source water intakes to clog. Plant run times and filter flow rates were limited. The recovery period for the shutdown period and reduced filter rates was approx. 3 days running the plant at maximum filter flow rate to return system to normal operating tank levels.
- BULK WATER SALES
 - Staff filled 30 bulk water trucks for a total of 37,706 gallons.
- FORT HILL WATER TANK
 - Utility Services (Tank Maintenance Company)
 - Waiting for final inspection and paint touchup on areas caused by cell carrier installation on tank.



- CLA-VAL FLOW CONTROLLER REPLACEMENT CIP
 - Controllers Purchased, Scheduling with Instrulogic for installation.
- SCADA SOFTWARE UPGRADE CIP
 - Software upgrades have started.
 - Issue with compatibility of software license. Waiting on Instrulogic and Siemens to resolve issue.
- MADISON HEIGHTS PRESSURE STATION
 - Low pressure complaints in Pressure Zone
 - Pump continued to trip causing fluctuations in pressures in the Madison Heights Pressure Zone. During troubleshooting of the system, operations staff found a faulty motor starter and breaker. Both items were replaced with a new one. This did not resolve the issue. Staff then replaced the pump and motor assembly. System is back in service and working as designed.
- DROUGHT
 - Working on Drought Monitoring Plan updates
 - NSVRC is arranging a follow up meeting with DEQ and other local water purveyors to review issues that arose in 2023.

Wastewater Treatment Plant

- Utility Production Figures
 - The wastewater plant treated 40.30 MG and ran at 64% capacity.
- Keaser Blower Replacement Project:
 - The replacement blowers are in the process of being built.
 - Meetings on money allocated for project and unforeseen costs.
 - Vand solution did a walk through in preparation for installation.
 - There is also a fee for Aeromod to update their PLC of 3000.00
- Dairy Sampling Station Project:
 - Letter of recommendation sent to milk plant.
 - Dairy Effluent to the town system was bad this month. High solids and BOD. They were contacted by the town about the issues. Their response was they could not get their sludge hauled out.
 - § 19 violations for BOD
 - § 27 violations for TSS
- 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. DEQ advised us to not go the pretreatment route. In their opinion it would be beneficial for the town to take care of it in the sewer use ordinance.
- WWTP
 - Drain valve on Water Plant holding tank is broken and needs repaired. Scheduled for 5th of February.
 - Anoxic Mixer sent out for repairs.
 - Trojan Uv was in and hooked up internet access to their PLC. This was part of a pilot program the town okayed.
 - Preparing for DCLS Laboratory Inspection in February.
 - Major High flow event 27th and 28th with 3.07 MG in 24hours and a peak flow of 6700 gpm.
 - Atlas Copco in for yearly inspection and maintenance of filter air compressors.
- Budget
 - Working on the 24-25 budget
 - CIP was updated and sent in



Memorandum

To: Mayor Boies and Strasburg Town Council
From: Visitor Center Staff
Date: February 9, 2024
Re: January Monthly Update to Council

Visitor Center

- Due to snow and cold weather, the Visitor Center had a slower month. The Center was open 26 days during the month.
- **Tours:**
January 24 – Hosted a Cub Scout Pac with 36 scouts and their parents.
January 27 – Hosted a private group of 10.
- The **Visitor Center** welcomed 347 visitors in January (averaging 13.4 per day).
 - ❖ **Visitors by Location on our Guest Log for January 2024**
 - Virginia: 51, with 7 coming from Strasburg
 - Other States:
 - California = 1
 - Florida = 2
 - Maryland = 5
 - Michigan = 2
 - North Carolina = 1
 - Ohio = 3
 - Pennsylvania = 2

The museum had 106 admissions.

Total sales for the Gift Shop in December: \$494.96



Memorandum

To: Mayor Boies and Strasburg Town Council
From: Business and Engagement Coordinator McKee
Date: 2/2024
Re: January 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** was approved for 5 downtown locations. Cakes by Ashton, Strasburg Community Library, Strasburg Hobbies, Amestratus, and King Street Shopping Center applications were approved and will be underway.
- Looking into multiple grant opportunities to increase access to park facilities.
- The initial monthly small business meeting was a success. Aiming for consistent collaborative meetings in partnership with the library is looking to be a great way to incubate and encourage new small businesses.

Tourism + Quality of Life

- Vintage in the Valley Committee had its first work session and our partners in organizing the event seem optimistic about another successful year.
- 35 new volunteer members were added to the email list for event help.
- Front Porch Friday concert series is booked for 2024
- An increase in food trucks for 4th of July is up to 6 confirmed.