



Memorandum

To: Mayor Boies and Strasburg Town Council
From: Finance Director, Angela Fletcher
Date: 03/12/2024
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 March submission.

Due Dates and Anticipated Items/Customer Interaction and Information

- Staff have been busy with annual business license renewal applications; those were due March 1st.
- We have shifted our focus toward the FY25 budget preparations
- It is **84** 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	\$3,175.08	\$0.00	(\$2,824.92)	53
10-3310-1000 REAL ESTATE TAXES	\$1,362,000.00	\$1,362,000.00	\$0.00	\$706,198.52	\$30,335.36	(\$655,801.48)	52
10-3310-1001 REAL ESTATE TAXES-DE	\$20,000.00	\$20,000.00	\$0.00	\$3,570.27	\$94.39	(\$16,429.73)	18
10-3310-2000 PERSONAL PROPERTY T	\$605,000.00	\$605,000.00	\$0.00	\$413,694.71	\$29,576.71	(\$191,305.29)	68
10-3310-2001 PERSONAL PROPERTY T	\$35,000.00	\$35,000.00	\$0.00	\$27,352.87	\$3,264.86	(\$7,647.13)	78
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	\$5,331.24	\$0.00	(\$12,668.76)	30
10-3310-5000 PENALTIES	\$42,500.00	\$42,500.00	\$0.00	\$52,508.87	\$9,030.23	\$10,008.87	124
10-3310-5500 INTEREST FROM TAXES	\$4,500.00	\$4,500.00	\$0.00	\$1,525.57	\$272.72	(\$2,974.43)	34
10-3310-6000 UTILITY TAXES	\$140,000.00	\$140,000.00	\$0.00	\$66,256.10	\$4,124.82	(\$73,743.90)	47
10-3310-6100 COMMUNICATION TAXE	\$65,000.00	\$65,000.00	\$0.00	\$27,383.85	\$0.00	(\$37,616.15)	42
10-3310-6101 CIGARETTE TAXES	\$120,000.00	\$120,000.00	\$0.00	\$53,437.50	\$3,562.50	(\$66,562.50)	45
10-3320-1000 MOTOR VEHICLE FEES	\$165,000.00	\$165,000.00	\$0.00	\$39,596.86	\$4,738.06	(\$125,403.14)	24
10-3320-1500 DMV STOP FEE	\$30,000.00	\$30,000.00	\$0.00	\$20,434.22	\$4,407.77	(\$9,565.78)	68
10-3320-2000 ZONING & PERMIT FEES	\$31,000.00	\$31,000.00	\$0.00	(\$35,030.00)	(\$57,117.00)	(\$66,030.00)	-
							113
10-3320-3000 BUSINESS LICENSE TAX	\$165,000.00	\$165,000.00	\$0.00	\$153,171.02	\$99,615.86	(\$11,828.98)	93
10-3320-4000 MEALS TAXES	\$975,000.00	\$975,000.00	\$0.00	\$698,755.31	\$84,560.26	(\$276,244.69)	72
10-3320-4100 LODGING TAXES	\$210,000.00	\$210,000.00	\$0.00	\$133,759.35	\$7,482.75	(\$76,240.65)	64
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	\$417,620.69	\$56,050.08	(\$87,379.31)	83
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	\$8,720.61	\$92.95	(\$13,279.39)	40
10-3330-6000 HIGHWAY MAINTENANC	\$867,956.00	\$867,956.00	\$0.00	\$438,985.10	\$0.00	(\$428,970.90)	51
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	\$13,121.94	\$234.68	(\$21,878.06)	37
10-3330-7040 SPECIAL EVENTS REVEN	\$17,000.00	\$17,000.00	\$0.00	\$19,888.95	\$285.00	\$2,888.95	117
10-3340-1000 FINES & COSTS	\$25,000.00	\$25,000.00	\$0.00	\$17,721.04	\$750.94	(\$7,278.96)	71
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	\$47,071.87	\$6,472.89	\$12,071.87	134
10-3350-4200 RETURNED CHECK FEE	\$0.00	\$0.00	\$0.00	\$110.29	(\$27.38)	\$110.29	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	\$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	\$228,169.54	\$26,805.01	\$124,183.46	65
10-4411-8000 SALARIES & WAGES PAR	\$26,353.00	\$26,353.00	\$0.00	\$21,141.06	\$1,167.50	\$5,211.94	80
10-4411-9000 SALARIES & WAGES-OVE	\$2,000.00	\$2,000.00	\$0.00	\$693.77	\$40.53	\$1,306.23	35
10-4411-9001 FICA - ADMINISTRATION	\$31,781.00	\$31,781.00	\$0.00	\$19,323.74	\$1,933.79	\$12,457.26	61
10-4411-9002 VRS - ADMINISTRATION	\$49,218.00	\$49,218.00	\$0.00	\$10,313.66	\$0.00	\$38,904.34	21
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	\$549.10	\$64.60	\$290.90	65
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	\$1,043.88	\$556.27	\$2,956.12	26
10-4412-1900 LEGAL SERVICES	\$50,000.00	\$50,000.00	\$0.00	\$16,825.00	\$3,770.00	\$33,175.00	34
10-4412-2000 CONTRACTUAL SERVICE	\$25,000.00	\$25,000.00	\$0.00	\$10,336.05	\$973.24	\$14,663.95	41
10-4412-2020 DMV STOP FEE	\$15,000.00	\$15,000.00	\$0.00	\$8,700.00	\$2,100.00	\$6,300.00	58
10-4412-2100 PROFESSIONAL SERVICE	\$15,000.00	\$15,000.00	\$0.00	\$15,288.10	\$10,905.50	(\$288.10)	102
10-4412-2200 TELEPHONE	\$2,800.00	\$2,800.00	\$0.00	\$1,619.61	\$210.28	\$1,180.39	58

Town of Strasburg

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10-4412-2300 ELECTRICITY	\$4,500.00	\$4,500.00	\$0.00	\$3,071.13	\$343.45	\$1,428.87	68
10-4412-2500 FUEL-HEAT	\$1,000.00	\$1,000.00	\$0.00	\$587.84	\$258.04	\$412.16	59
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	\$2,424.60	\$12,255.83	\$2,230.78	\$6,319.57	58
10-4412-2855 COMPUTERS & SOFTWA	\$3,000.00	\$3,000.00	\$0.00	\$146.15	\$19.28	\$2,853.85	5
10-4412-2900 MEMBERSHIP DUES	\$2,000.00	\$2,000.00	\$0.00	\$2,339.66	\$0.00	(\$339.66)	117
10-4412-3000 MISCELLANEOUS	\$5,500.00	\$5,500.00	\$0.00	\$5,583.53	\$272.23	(\$83.53)	102
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	\$2,910.78	\$483.07	\$939.22	76
10-4412-3300 BUILDING MAINTENANC	\$6,400.00	\$6,400.00	\$1,354.90	\$4,670.59	\$119.99	\$374.51	73
10-4412-3700 TRAVEL & TRAINING	\$3,400.00	\$3,400.00	\$0.00	\$324.20	\$272.00	\$3,075.80	10
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	\$20,264.10	\$1,247.13	\$11,735.90	63
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	\$26,162.71	\$2,015.08	\$8,837.29	75
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	\$13,647.40	\$396.25	\$6,352.60	68
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	\$0.00	\$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	\$69,878.38	\$7,269.24	\$86,533.62	45
10-4421-8000 SALARIES & WAGES - P	\$0.00	\$0.00	\$0.00	\$5,211.98	\$0.00	(\$5,211.98)	0
10-4421-9001 FICA	\$11,965.00	\$11,965.00	\$0.00	\$5,302.92	\$551.62	\$6,662.08	44
10-4421-9002 VRS - COMMUNITY INIT	\$22,414.00	\$22,414.00	\$0.00	\$4,694.28	\$0.00	\$17,719.72	21
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	\$403.75	\$32.30	\$436.25	48
10-4422-1700 ADVERTISING	\$2,000.00	\$2,000.00	\$0.00	\$4,318.38	\$814.16	(\$2,318.38)	216
10-4422-2000 CONTRACTUAL SERVICE	\$5,000.00	\$5,000.00	\$0.00	\$55.94	\$5.40	\$4,944.06	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	\$1,500.06	\$25.16	\$9,124.73	14
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	\$256.53	\$241.05	\$443.47	37
10-4422-3201 I/T SUPPORT	\$700.00	\$700.00	\$0.00	\$703.36	\$142.08	(\$3.36)	100
10-4422-3700 TRAVEL & TRAINING	\$2,250.00	\$2,250.00	\$0.00	\$1,089.90	\$0.00	\$1,160.10	48
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	\$33,065.61	\$1,175.25	\$66,534.00	33
10-4431-7000 SALARIES & WAGES - R	\$575,537.00	\$575,537.00	\$0.00	\$332,341.35	\$40,761.30	\$243,195.65	58
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	\$31,029.83	\$2,397.59	\$60,098.17	34
10-4431-9000 SALARIES & WAGES - O	\$25,900.00	\$25,900.00	\$0.00	\$16,529.81	\$1,942.94	\$9,370.19	64
10-4431-9001 FICA - PUBLIC WORKS	\$60,032.00	\$60,032.00	\$0.00	\$27,399.26	\$3,168.80	\$32,632.74	46
10-4431-9002 VRS - PUBLIC WORKS -	\$96,603.00	\$96,603.00	\$0.00	\$28,080.23	\$0.00	\$68,522.77	29
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	\$1,695.75	\$226.10	\$504.25	77
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	\$1,250.00	\$8,020.35	\$1,329.58	\$2,389.65	69
10-4432-2200 TELEPHONE	\$6,505.00	\$6,505.00	\$0.00	\$3,927.04	\$451.24	\$2,577.96	60
10-4432-2300 ELECTRICITY	\$6,000.00	\$6,000.00	\$0.00	\$3,005.82	\$346.17	\$2,994.18	50
10-4432-2400 STREET LIGHTS	\$50,000.00	\$50,000.00	\$0.00	\$61,186.21	\$7,801.73	(\$11,186.21)	122
10-4432-2500 FUEL-HEAT	\$5,100.00	\$5,100.00	\$0.00	\$3,125.72	\$807.86	\$1,974.28	61
10-4432-2600 GAS, GREASE, & OIL	\$11,517.00	\$11,517.00	\$0.00	\$8,504.45	\$649.60	\$3,012.55	74
10-4432-2700 TIRES & TUBES	\$2,100.00	\$2,100.00	\$0.00	\$198.94	\$0.00	\$1,901.06	9
10-4432-2800 MATERIALS & SUPPLIES	\$7,895.00	\$7,895.00	\$0.00	\$2,501.49	\$321.96	\$5,393.51	32

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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	\$73.78	\$31.56	\$1,856.22	4
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	\$4,301.61	\$821.22	\$698.39	86
10-4432-3300 BUILDING MAINTENANC	\$6,430.00	\$6,430.00	\$0.00	\$2,863.17	\$31.10	\$3,566.83	45
10-4432-3400 REPAIRS EQUIPMENT	\$22,033.00	\$24,244.12	\$0.00	\$7,787.76	\$575.17	\$16,456.36	32
10-4432-3500 REPAIRS STREETS - TO	\$50,000.00	\$50,000.00	\$0.00	\$4,051.04	\$737.82	\$45,948.96	8
10-4432-3600 REPAIRS STREETS-STAT	\$714,218.00	\$714,218.00	\$0.00	\$55,199.01	\$6,640.59	\$659,018.99	8
10-4432-3700 TRAVEL & TRAINING	\$6,895.00	\$6,895.00	\$0.00	\$190.40	\$0.00	\$6,704.60	3
10-4432-3800 MISS UTILITY	\$1,000.00	\$1,000.00	\$0.00	\$381.89	\$43.41	\$618.11	38
10-4432-4000 UNIFORMS/PPE	\$6,890.00	\$6,890.00	\$0.00	\$850.47	\$164.19	\$6,039.53	12
10-4432-4300 VEHICLE/EQUIPMENT PY	\$7,356.00	\$7,356.00	\$0.00	\$4,413.78	\$0.00	\$2,942.22	60
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	\$656.24	\$108.47	\$5,463.76	11
10-4432-4900 HORTICULTURE	\$27,000.00	\$27,000.00	\$1,783.00	\$4,246.38	\$2,684.80	\$20,970.62	16
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	\$811,812.94	\$93,696.49	\$431,291.06	65
10-4441-7010 SALARIES & WAGES - P	\$93,881.00	\$93,881.00	\$0.00	\$49,440.98	\$5,142.87	\$44,440.02	53
10-4441-9000 SALARIES & WAGES - O	\$93,200.00	\$93,200.00	\$0.00	\$84,762.35	\$5,787.10	\$8,437.65	91
10-4441-9001 FICA - PUBLIC SAFETY	\$109,410.00	\$109,410.00	\$0.00	\$67,041.26	\$7,298.06	\$42,368.74	61
10-4441-9002 VRS - PUBLIC SAFETY	\$176,916.00	\$176,916.00	\$0.00	\$66,709.47	\$0.00	\$110,206.53	38
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	\$549.10	\$64.60	\$650.90	46
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	\$49,769.95	\$4,110.90	\$51,484.05	49
10-4442-2200 TELEPHONE	\$11,000.00	\$11,000.00	\$0.00	\$4,957.03	\$248.75	\$6,042.97	45
10-4442-2300 ELECTRICITY	\$4,000.00	\$4,000.00	\$0.00	\$2,045.78	\$347.42	\$1,954.22	51
10-4442-2500 FUEL - HEAT	\$4,000.00	\$4,000.00	\$0.00	\$1,027.66	\$449.80	\$2,972.34	26
10-4442-2600 GAS	\$32,000.00	\$32,000.00	\$0.00	\$40,018.80	\$4,080.72	(\$8,018.80)	125
10-4442-2700 TIRES	\$3,000.00	\$3,000.00	\$0.00	\$2,014.46	\$649.76	\$985.54	67
10-4442-2800 MATERIALS & SUPPLIES	\$9,000.00	\$9,000.00	\$0.00	\$6,950.43	\$604.59	\$2,049.57	77
10-4442-2850 EQUIPMENT	\$15,000.00	\$15,000.00	\$59.04	\$10,323.42	\$5,793.09	\$4,617.54	69
10-4442-2855 COMPUTERS & SOFTWA	\$4,500.00	\$4,500.00	\$0.00	\$1,387.45	\$67.03	\$3,112.55	31
10-4442-2900 MEMBERSHIP DUES	\$1,500.00	\$1,500.00	\$0.00	\$2,539.24	\$305.00	(\$1,039.24)	169
10-4442-3000 MISCELLANEOUS	\$6,000.00	\$6,000.00	\$0.00	\$3,564.84	\$829.54	\$2,435.16	59
10-4442-3201 I/T SUPPORT	\$14,000.00	\$14,000.00	\$0.00	\$13,216.31	\$2,557.41	\$783.69	94
10-4442-3400 REPAIRS EQUIPMENT	\$35,000.00	\$35,000.00	\$0.00	\$21,656.31	\$3,043.54	\$13,343.69	62
10-4442-3700 TRAVEL & TRAINING	\$20,000.00	\$20,000.00	\$0.00	\$18,171.04	\$2,205.73	\$1,828.96	91
10-4442-3900 COMMUNITY POLICING	\$9,500.00	\$9,500.00	\$0.00	\$8,897.22	\$266.03	\$602.78	94
10-4442-4000 UNIFORMS	\$22,500.00	\$22,500.00	\$0.00	\$16,774.63	\$408.21	\$5,725.37	75
10-4442-4300 VEHICLE/EQUIPMENT PA	\$29,252.00	\$29,252.00	\$0.00	\$16,363.68	\$0.00	\$12,888.32	56
10-4442-4400 FIREARMS/RANGE	\$9,000.00	\$9,000.00	\$0.00	\$2,050.33	\$742.45	\$6,949.67	23
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	\$23,112.21	\$3,544.00	\$50,098.79	32
10-4461-8000 SALARIES & WAGES - P	\$125,854.00	\$125,854.00	\$0.00	\$33,245.49	\$3,308.28	\$92,608.51	26
10-4461-9001 FICA - ER	\$15,229.00	\$15,229.00	\$0.00	\$4,034.91	\$473.65	\$11,194.09	26
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	\$156.62	\$156.62	\$2,043.38	7
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	\$8,733.96	\$1,467.31	\$5,766.04	60
10-4462-2800 MATERIALS & SUPPLIES	\$1,000.00	\$1,000.00	\$0.00	\$229.69	\$207.87	\$770.31	23
10-4462-2855 COMPUTERS & SOFTWA	\$2,200.00	\$2,200.00	\$0.00	\$2,965.32	\$12.89	(\$765.32)	135
10-4462-2900 MEMBERSHIP DUES	\$1,000.00	\$1,000.00	\$0.00	\$470.00	\$0.00	\$530.00	47

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10-4462-3000 MISCELLANEOUS	\$500.00	\$500.00	\$0.00	\$439.07	\$191.50	\$60.93	88
10-4462-3201 I/T SUPPORT	\$1,700.00	\$1,700.00	\$0.00	\$807.93	\$142.08	\$892.07	48
10-4462-3700 TRAVEL & TRAINING	\$7,500.00	\$7,500.00	\$0.00	\$3,244.27	\$1,800.00	\$4,255.73	43
10-4462-7000 PROJECTS & PROGRAMS	\$34,000.00	\$53,300.00	\$0.00	\$3,799.99	\$226.39	\$49,500.01	7
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	\$13,730.62	\$1,619.77	\$12,269.38	53
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	\$1,856.39	\$200.00	(\$16,143.61)	10
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	\$0.00	\$3,840.00	36
10-5412-2300 ELECTRICITY	\$9,500.00	\$9,500.00	\$0.00	\$7,562.39	\$944.34	\$1,937.61	80
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	\$2,622.26	\$0.00	\$1,877.74	58
10-5412-2860 PARK MAINTENANCE	\$7,000.00	\$7,000.00	\$0.00	\$6,538.26	\$457.90	\$461.74	93
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	\$0.00	\$3,428.33	31
10-5412-3400 REPAIRS EQUIPMENT	\$5,000.00	\$5,000.00	\$0.00	\$2,738.32	\$339.12	\$2,261.68	55
10-5412-4000 EVENT EXPENSES	\$43,100.00	\$43,100.00	\$8,700.00	\$25,698.88	\$346.45	\$8,701.12	60
10-5412-7000 RECREATIONAL PROGRA	\$3,000.00	\$3,000.00	\$0.00	\$892.59	\$30.00	\$2,107.41	30
10-5413-0300 CAPITAL OUTLAY REC	\$505,000.00	\$505,000.00	\$0.00	\$6,300.00	\$6,300.00	\$498,700.00	1
Reporting Fund: 10-GENERAL FUND							
FundRevTot	\$11,533,958.00	\$11,533,958.00	\$0.00	\$3,743,762.03	\$288,008.45	(\$7,790,195.97)	32
FundExpTot	\$11,533,958.00	\$11,747,942.11	\$25,886.75	\$3,682,689.99	\$298,750.74	\$8,039,365.37	32
Reporting Fund: 20-WATER FUND							
20-3350-7500 LEASE RECEIPTS	\$88,000.00	\$88,000.00	\$0.00	\$9,893.83	\$0.00	(\$78,106.17)	11
20-3360-1000 WATER REVENUE	\$2,430,000.00	\$2,430,000.00	\$0.00	\$1,469,285.98	\$165,046.87	(\$960,714.02)	60
20-3360-2000 WATER PENALTIES	\$75,000.00	\$75,000.00	\$0.00	\$63,987.73	\$9,183.46	(\$11,012.27)	85
20-3360-3000 WATER AVAILABILITY F	\$153,000.00	\$153,000.00	\$0.00	\$244,273.93	\$9,000.00	\$91,273.93	160
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	\$12,293.80	\$300.00	(\$7,706.20)	61
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	\$59,320.46	\$7,104.06	\$33,808.54	64
20-4411-8000 SALARIES & WAGES - P	\$150.00	\$150.00	\$0.00	\$627.00	\$0.00	(\$477.00)	418
20-4411-9000 SALARIES & WAGES - O	\$1,000.00	\$1,000.00	\$0.00	\$665.23	\$48.95	\$334.77	67
20-4411-9001 FICA - ADMINISTRATIO	\$7,135.00	\$7,135.00	\$0.00	\$4,435.61	\$540.85	\$2,699.39	62
20-4411-9002 VRS - ADMINISTRATION	\$13,223.00	\$13,223.00	\$0.00	\$10,010.27	\$0.00	\$3,212.73	76
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	\$10,005.62	\$942.04	\$14,274.38	41
20-4412-2100 PROFESSIONAL SERVICE	\$16,500.00	\$16,500.00	\$0.00	\$15,513.45	\$10,584.75	\$986.55	94
20-4412-2200 TELEPHONE	\$3,000.00	\$3,000.00	\$0.00	\$1,571.86	\$204.09	\$1,428.14	52
20-4412-2300 ELECTRICITY	\$4,400.00	\$4,400.00	\$0.00	\$2,980.64	\$333.32	\$1,419.36	68
20-4412-2500 FUEL-HEAT	\$800.00	\$800.00	\$0.00	\$570.50	\$250.45	\$229.50	71
20-4412-2800 MATERIALS & SUPPLIES	\$20,880.00	\$20,880.00	\$0.00	\$14,121.31	\$1,892.89	\$6,758.69	68
20-4412-2855 COMPUTERS & SOFTWA	\$2,000.00	\$2,000.00	\$0.00	\$80.14	\$18.72	\$1,919.86	4
20-4412-2900 MEMBERSHIP DUES	\$625.00	\$625.00	\$0.00	\$2,062.17	\$0.00	(\$1,437.17)	330

Town of Strasburg

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20-4412-3000 MISCELLANEOUS	\$2,500.00	\$2,500.00	\$0.00	\$3,016.37	\$105.44	(\$516.37)	121
20-4412-3201 I/T SUPPORT	\$3,500.00	\$3,500.00	\$0.00	\$2,825.41	\$468.87	\$674.59	81
20-4412-3300 BUILDING MAINTENANC	\$6,400.00	\$6,400.00	\$1,315.05	\$3,710.17	\$0.00	\$1,374.78	58
20-4412-3700 TRAVEL & TRAINING	\$3,300.00	\$3,300.00	\$0.00	\$290.40	\$264.00	\$3,009.60	9
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	\$8,050.87	\$403.84	\$1,083.13	88
20-4421-9001 FICA	\$699.00	\$699.00	\$0.00	\$615.92	\$30.90	\$83.08	88
20-4421-9002 VRS	\$1,309.00	\$1,309.00	\$0.00	\$774.83	\$0.00	\$534.17	59
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	\$6.03	\$2.58	(\$6.03)	0
20-4422-3201 I/T SUPPORT	\$0.00	\$0.00	\$0.00	\$351.71	\$71.04	(\$351.71)	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	\$93,211.17	\$11,377.70	\$76,338.83	55
20-4431-8000 SALARIES & WAGES - P	\$14,081.00	\$14,081.00	\$0.00	\$6,216.51	\$543.17	\$7,864.49	44
20-4431-9000 SALARIES & WAGES - O	\$5,550.00	\$5,550.00	\$0.00	\$6,220.47	\$519.11	(\$670.47)	112
20-4431-9001 FICA - PUBLIC WORKS	\$14,814.00	\$14,814.00	\$0.00	\$8,005.09	\$951.66	\$6,808.91	54
20-4431-9002 VRS - PUBLIC WORKS	\$25,728.00	\$25,728.00	\$0.00	\$10,487.45	\$0.00	\$15,240.55	41
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	\$5,128.69	\$49.32	\$6,176.31	45
20-4432-2200 TELEPHONE	\$6,320.00	\$6,320.00	\$0.00	\$3,811.57	\$437.95	\$2,508.43	60
20-4432-2300 ELECTRICITY	\$7,500.00	\$7,500.00	\$0.00	\$2,917.36	\$335.99	\$4,582.64	39
20-4432-2500 GAS FUEL	\$4,950.00	\$4,950.00	\$0.00	\$3,033.80	\$784.09	\$1,916.20	61
20-4432-2600 GAS, GREASE, & OIL	\$11,100.00	\$11,100.00	\$0.00	\$7,649.02	\$630.49	\$3,450.98	69
20-4432-2700 TIRES & TUBES	\$2,000.00	\$2,000.00	\$0.00	\$193.07	\$0.00	\$1,806.93	10
20-4432-2800 MATERIAL & SUPPLIES	\$7,665.00	\$7,665.00	\$0.00	\$2,391.67	\$312.54	\$5,273.33	31
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	\$71.61	\$30.63	\$1,628.39	4
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	\$4,175.11	\$797.06	\$24.89	99
20-4432-3300 BUILDING MAINTENANC	\$6,235.00	\$6,235.00	\$0.00	\$2,778.95	\$30.18	\$3,456.05	45
20-4432-3400 REPAIRS EQUIPMENT	\$21,385.00	\$23,531.07	\$0.00	\$7,557.59	\$558.14	\$15,973.48	32
20-4432-3700 TRAVEL & TRAINING	\$6,650.00	\$6,650.00	\$0.00	\$184.80	\$0.00	\$6,465.20	3
20-4432-3800 MISS UTILITY	\$975.00	\$975.00	\$0.00	\$370.63	\$42.12	\$604.37	38
20-4432-4000 UNIFORMS/PPE	\$6,640.00	\$6,640.00	\$0.00	\$844.94	\$159.36	\$5,795.06	13
20-4432-4300 VEHICLE/EQUIPMENT PA	\$7,140.00	\$7,140.00	\$0.00	\$4,283.94	\$0.00	\$2,856.06	60
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	\$25,429.63	\$1,758.00	\$71,467.21	25
20-4432-4800 EQUIPMENT	\$5,940.00	\$5,940.00	\$0.00	\$636.92	\$105.26	\$5,303.08	11
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	\$0.00	\$749,060.08	0
20-4451-7000 SALARIES & WAGES - R	\$365,226.00	\$365,226.00	\$0.00	\$237,446.94	\$28,099.57	\$127,779.06	65
20-4451-8000 WAGES PART TIME	\$1,600.00	\$1,600.00	\$0.00	\$1,403.95	\$0.00	\$196.05	88
20-4451-9000 SALARIES & WAGES - O	\$15,000.00	\$15,000.00	\$0.00	\$8,996.57	\$446.45	\$6,003.43	60
20-4451-9001 FICA - WATER TREATME	\$29,210.00	\$29,210.00	\$0.00	\$17,778.85	\$2,046.00	\$11,431.15	61
20-4451-9002 VRS - WATER TREATMEN	\$49,082.00	\$49,082.00	\$0.00	\$17,984.02	\$0.00	\$31,097.98	37
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	\$1,647.30	\$193.80	\$12.70	99
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	\$73,842.70	\$12,311.14	\$51,157.30	59
20-4452-2000 CONTRACTUAL SERVICE	\$40,985.00	\$40,985.00	\$5,484.00	\$15,327.26	\$1,752.70	\$20,173.74	37
20-4452-2200 TELEPHONE	\$3,200.00	\$3,200.00	\$0.00	\$1,289.46	\$0.00	\$1,910.54	40

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	\$60,719.57	\$0.00	\$44,280.43	58
20-4452-2500 FUEL /LP	\$5,900.00	\$5,900.00	\$0.00	\$3,357.32	\$613.53	\$2,542.68	57
20-4452-2600 GAS, GREASE, & OIL	\$3,000.00	\$3,000.00	\$0.00	\$1,619.92	\$73.85	\$1,380.08	54
20-4452-2800 MATERIALS & SUPPLIES	\$4,400.00	\$4,400.00	\$0.00	\$2,541.15	\$30.00	\$1,858.85	58
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	\$4,949.97	\$1,210.75	\$5,550.03	47
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	\$5,886.57	\$0.00	\$5,028.43	54
20-4452-3201 I/T SUPPORT	\$8,500.00	\$8,500.00	\$0.00	\$4,359.15	\$852.47	\$4,140.85	51
20-4452-3300 BUILDING MAINTENANC	\$10,100.00	\$10,100.00	\$0.00	\$5,107.19	\$0.00	\$4,992.81	51
20-4452-3400 REPAIRS EQUIPMENT	\$50,000.00	\$50,000.00	\$10,412.92	\$19,531.72	\$1,152.46	\$20,055.36	39
20-4452-3700 TRAVEL & TRAINING	\$13,200.00	\$13,200.00	\$0.00	\$3,223.00	\$124.00	\$9,977.00	24
20-4452-4000 UNIFORMS	\$5,400.00	\$5,400.00	\$0.00	\$1,372.20	\$0.00	\$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	\$240,558.00	\$0.00	\$240,562.00	50
20-4453-0990 CIP PROJECTS	\$117,500.00	\$117,500.00	\$11,674.00	\$62,001.03	\$1,944.72	\$43,824.97	53
20-4461-8000 SALARIES & WAGES - P	\$0.00	\$0.00	\$0.00	\$187.50	\$0.00	(\$187.50)	0
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	\$76.95	\$68.33	(\$76.95)	0
20-4462-3201 I/T SUPPORT	\$0.00	\$0.00	\$0.00	\$351.70	\$71.04	(\$351.70)	0
Reporting Fund: 20-WATER FUND							
FundRevTot	\$3,592,000.00	\$3,592,000.00	\$0.00	\$1,870,043.29	\$183,530.33	(\$1,721,956.71)	52
FundExpTot	\$3,592,000.00	\$3,660,023.18	\$31,989.13	\$1,388,129.43	\$93,680.37	\$2,239,904.62	39
Reporting Fund: 30-SEWER FUND							
30-3370-1000 SEWER REVENUE	\$2,472,635.00	\$2,472,635.00	\$0.00	\$1,743,246.53	\$193,221.10	(\$729,388.47)	71
30-3370-2000 SEWER PENALTIES	\$50,000.00	\$50,000.00	\$0.00	\$11,050.00	(\$50.00)	(\$38,950.00)	22
30-3370-3000 SEWER AVAILABILITY F	\$153,000.00	\$153,000.00	\$0.00	\$233,853.13	\$9,000.00	\$80,853.13	153
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	\$58,673.73	\$6,917.08	\$34,455.27	63
30-4411-8000 SALARIES & WAGES - P	\$150.00	\$150.00	\$0.00	\$627.00	\$0.00	(\$477.00)	418
30-4411-9000 SALARIES & WAGES - O	\$1,000.00	\$1,000.00	\$0.00	\$606.00	\$24.87	\$394.00	61
30-4411-9001 FICA - ADMININSTRATI	\$7,135.00	\$7,135.00	\$0.00	\$4,535.68	\$531.07	\$2,599.32	64
30-4411-9002 VRS - ADMINISTRATION	\$13,366.00	\$13,366.00	\$0.00	\$10,010.27	\$0.00	\$3,355.73	75
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	\$10,173.16	\$942.04	\$14,106.84	42
30-4412-2100 PROFESSIONAL SERVICE	\$16,500.00	\$16,500.00	\$0.00	\$15,513.45	\$10,584.75	\$986.55	94
30-4412-2200 TELEPHONE	\$3,000.00	\$3,000.00	\$0.00	\$1,404.31	\$204.09	\$1,595.69	47
30-4412-2300 ELECTRICITY	\$4,400.00	\$4,400.00	\$0.00	\$2,980.64	\$333.32	\$1,419.36	68
30-4412-2500 FUEL-HEAT	\$800.00	\$800.00	\$0.00	\$570.50	\$250.45	\$229.50	71
30-4412-2800 MATERIALS & SUPPLIES	\$20,880.00	\$20,880.00	\$0.00	\$14,121.13	\$1,892.88	\$6,758.87	68
30-4412-2855 COMPUTERS & SOFTWA	\$2,000.00	\$2,000.00	\$0.00	\$80.14	\$18.72	\$1,919.86	4
30-4412-2900 MEMBERSHIP DUES	\$625.00	\$625.00	\$0.00	\$2,062.17	\$0.00	(\$1,437.17)	330
30-4412-3000 MISCELLANEOUS	\$2,500.00	\$2,500.00	\$0.00	\$3,015.21	\$105.44	(\$515.21)	121
30-4412-3201 I/T SUPPORT	\$3,500.00	\$3,500.00	\$0.00	\$2,825.41	\$468.87	\$674.59	81
30-4412-3300 BUILDING MAINTENANC	\$6,410.00	\$6,410.00	\$1,315.05	\$3,710.17	\$0.00	\$1,384.78	58
30-4412-3700 TRAVEL & TRAINING	\$3,300.00	\$3,300.00	\$0.00	\$290.40	\$264.00	\$3,009.60	9
30-4412-9000 CONTINGENCY	\$15,000.00	\$15,000.00	\$0.00	\$617.87	\$0.00	\$14,382.13	4
30-4421-7000 SALARIES & WAGES	\$9,134.00	\$9,134.00	\$0.00	\$8,050.87	\$403.84	\$1,083.13	88

Town of Strasburg

Account	Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
30-4421-9001 FICA	\$699.00	\$699.00	\$0.00	\$615.92	\$30.90	\$83.08	88
30-4421-9002 VRS	\$1,309.00	\$1,309.00	\$0.00	\$774.83	\$0.00	\$534.17	59
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	\$6.03	\$2.58	(\$6.03)	0
30-4422-3201 I/T SUPPORT	\$0.00	\$0.00	\$0.00	\$351.71	\$71.04	(\$351.71)	0
30-4431-7000 SALARIES & WAGES - R	\$169,550.00	\$169,550.00	\$0.00	\$93,190.92	\$11,377.70	\$76,359.08	55
30-4431-8000 SALARIES & WAGES - P	\$14,081.00	\$14,081.00	\$0.00	\$6,216.51	\$543.17	\$7,864.49	44
30-4431-9000 SALARIES & WAGES - O	\$5,550.00	\$5,550.00	\$0.00	\$4,770.82	\$519.11	\$779.18	86
30-4431-9001 FICA - PUBLIC WORKS	\$14,814.00	\$14,814.00	\$0.00	\$7,892.59	\$951.66	\$6,921.41	53
30-4431-9002 VRS - PUBLIC WORKS	\$25,728.00	\$25,728.00	\$0.00	\$10,487.45	\$0.00	\$15,240.55	41
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	\$9,479.10	\$18,311.19	\$9,479.10	(\$7,790.29)	92
30-4432-2000 CONTRACTUAL SERVICE	\$11,305.00	\$11,305.00	\$0.00	\$6,378.69	\$1,299.32	\$4,926.31	56
30-4432-2200 TELEPHONE	\$6,320.00	\$6,320.00	\$0.00	\$3,811.57	\$437.95	\$2,508.43	60
30-4432-2300 ELECTRICITY	\$7,540.00	\$7,540.00	\$0.00	\$2,917.36	\$335.99	\$4,622.64	39
30-4432-2500 FUEL-HEAT	\$4,950.00	\$4,950.00	\$1,250.00	\$3,033.80	\$784.09	\$666.20	61
30-4432-2600 GAS, GREASE & OIL	\$11,170.00	\$11,170.00	\$0.00	\$7,752.16	\$630.49	\$3,417.84	69
30-4432-2700 TIRES & TUBES	\$2,038.00	\$2,038.00	\$0.00	\$193.07	\$0.00	\$1,844.93	9
30-4432-2800 MATERIALS & SUPPLIES	\$7,670.00	\$7,670.00	\$0.00	\$2,284.23	\$312.54	\$5,385.77	30
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	\$71.61	\$30.63	\$1,628.39	4
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	\$4,175.11	\$797.06	\$24.89	99
30-4432-3300 BUILDING MAINTENANC	\$6,235.00	\$6,235.00	\$0.00	\$2,778.95	\$30.18	\$3,456.05	45
30-4432-3400 REPAIRS EQUIPMENT	\$21,385.00	\$23,531.07	\$0.00	\$8,128.02	\$558.14	\$15,403.05	35
30-4432-3700 TRAVEL & TRAINING	\$6,650.00	\$6,650.00	\$0.00	\$184.80	\$0.00	\$6,465.20	3
30-4432-3800 MISS UTILITY	\$980.00	\$980.00	\$0.00	\$370.63	\$42.12	\$609.37	38
30-4432-4000 UNIFORMS/PPE	\$6,640.00	\$6,640.00	\$0.00	\$864.93	\$159.36	\$5,775.07	13
30-4432-4300 VEHICLE/EQUIPMENT PA	\$7,140.00	\$7,140.00	\$0.00	\$4,283.94	\$0.00	\$2,856.06	60
30-4432-4500 INFRASTRUCTURE REPA	\$100,000.00	\$100,000.00	\$153.32	\$11,749.33	\$3,001.47	\$88,097.35	12
30-4432-4800 EQUIPMENT	\$5,940.00	\$5,940.00	\$0.00	\$753.74	\$222.08	\$5,186.26	13
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	\$238,149.73	\$28,596.32	\$148,015.27	62
30-4451-8000 WAGES - PARTTIME	\$1,500.00	\$1,500.00	\$0.00	\$1,707.90	\$0.00	(\$207.90)	114
30-4451-9000 SALARIES & WAGES - O	\$11,700.00	\$11,700.00	\$0.00	\$6,316.98	\$791.96	\$5,383.02	54
30-4451-9001 FICA - SEWER TREATME	\$29,658.00	\$29,658.00	\$0.00	\$17,222.88	\$2,052.91	\$12,435.12	58
30-4451-9002 VRS - SEWER TREATMEN	\$55,553.00	\$55,553.00	\$0.00	\$21,716.16	\$0.00	\$33,836.84	39
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	\$1,001.30	\$96.90	(\$501.30)	200
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	\$0.00	\$138,207.29	\$27,535.86	\$31,892.71	81
30-4452-2000 CONTRACTUAL SERVICE	\$31,500.00	\$31,500.00	\$0.00	\$27,170.08	\$894.94	\$4,329.92	86
30-4452-2200 TELEPHONE	\$7,800.00	\$7,800.00	\$0.00	\$2,267.80	\$171.44	\$5,532.20	29
30-4452-2300 ELECTRICITY	\$175,000.00	\$175,000.00	\$0.00	\$98,469.61	\$100.36	\$76,530.39	56
30-4452-2500 FUEL-HEAT	\$8,000.00	\$8,000.00	\$0.00	\$3,968.23	\$2,164.99	\$4,031.77	50
30-4452-2600 GAS, GREASE, & OIL	\$7,200.00	\$7,200.00	\$0.00	\$805.51	\$107.42	\$6,394.49	11
30-4452-2800 MATERIALS & SUPPLIES	\$10,500.00	\$10,500.00	\$0.00	\$6,276.92	\$1,442.40	\$4,223.08	60
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	\$1,594.41	\$21,775.60	\$3,449.04	\$19,729.99	51
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	\$2,300.00	\$2,300.00	\$4,100.00	36

Town of Strasburg

Account	Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
30-4452-3201 I/T SUPPORT	\$5,500.00	\$5,500.00	\$0.00	\$4,923.61	\$994.55	\$576.39	90
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	\$4,199.00	\$33,948.55	\$12,027.21	\$66,952.45	32
30-4452-3450 PUMP STATION REPAIR	\$17,000.00	\$17,000.00	\$12,933.10	\$16,839.76	\$1,111.91	(\$12,772.86)	99
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	\$1,042.40	\$102.14	\$4,937.60	17
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
30-4461-8000 SALARIES & WAGES - P	\$0.00	\$0.00	\$0.00	\$187.50	\$0.00	(\$187.50)	0
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	\$30.54	\$21.92	(\$30.54)	0
30-4462-3201 I/T SUPPORT	\$0.00	\$0.00	\$0.00	\$386.78	\$71.04	(\$386.78)	0
Reporting Fund: 30-SEWER FUND							
FundRevTot	\$4,182,624.00	\$4,182,624.00	\$0.00	\$2,055,800.06	\$202,171.10	(\$2,126,823.94)	49
FundExpTot	\$4,182,624.00	\$4,250,647.18	\$219,785.98	\$1,549,154.16	\$138,591.41	\$2,481,707.04	42
Reporting Fund: 40-TRASH FUND							
40-3480-1000 TRASH COLLECTION FEE	\$501,900.00	\$501,900.00	\$0.00	\$345,800.89	\$43,574.98	(\$156,099.11)	69
40-4462-4200 LANDFILL TIPPING FEE	\$104,000.00	\$104,000.00	\$0.00	\$60,734.62	\$7,417.43	\$43,265.38	58
40-4462-4900 TRASH COLLECTION	\$397,900.00	\$397,900.00	\$0.00	\$259,827.00	\$37,048.71	\$138,073.00	65
Reporting Fund: 40-TRASH FUND							
FundRevTot	\$501,900.00	\$501,900.00	\$0.00	\$345,800.89	\$43,574.98	(\$156,099.11)	69
FundExpTot	\$501,900.00	\$501,900.00	\$0.00	\$320,561.62	\$44,466.14	\$181,338.38	64
Reporting Fund: 60-AMERICAN RESCUE PLAN							
60-5910-0001 AMERICAN RESCUE PLA	\$0.00	\$0.00	\$0.00	\$16,537.22	\$12,682.64	(\$16,537.22)	0
60-5920-0001 AMERICAN RESCUE PLA	\$0.00	\$0.00	\$9,500.00	\$217,363.36	\$22,133.00	(\$226,863.36)	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	\$9,500.00	\$233,900.58	\$34,815.64	(\$243,400.58)	0
Grand Totals:							
TotalRev	\$19,810,482.00	\$19,810,482.00	\$0.00	\$8,015,406.27	\$717,284.86	(\$11,795,075.73)	40
TotalExp	\$19,810,482.00	\$20,160,512.47	\$287,161.86	\$7,174,435.78	\$610,304.30	\$12,698,914.83	37



Memorandum

To: Mayor Boies and Strasburg Town Council
From: Wayne Sager, Chief of Police
Date: 03-08-2024
Re: Monthly Update to Council

The Strasburg Police Department answered **1357** calls for service in the month of **February 2024**.

Adult Criminal Charges (13)

- 1 Domestic Assault & Battery (M)
- 1 Assault & Battery of Law Enforcement (F)
- 1 Rape (F)
- 2 Obstruction of Justice (M, separate defendants)
- 1 Eluding Police (M)
- 1 Embezzlement (F)
- 1 DUI (M)
- 1 Drinking While Driving/Open Container (M)
- 1 False ID to Law Enforcement (M)
- 1 Trespassing (M)
- 1 Hit & Run (M)
- 1 Drive Revoked; DUI related (M)

Juvenile Criminal Charges (0)

Traffic Violations (22)

- 1 Speeding
- 2 Reckless Driving
- 6 Expired State Inspection
- 2 Expired State Registration
- 1 Driving Suspended
- 1 No Driver's License
- 1 No Insurance
- 2 No Child Restraint
- 3 Failure to Wear Seatbelt
- 1 Improper Exhaust
- 1 Expired Temporary Registration
- 1 Operate Vehicle w/out Displaying License Plate

Ordinance Violations in February (4)

Uses of Narcan in February (0)



Memorandum

To: Mayor Boies and Strasburg Town Council
From: Amy Keller, Office & HR Manager
Date: March 8, 2024
Re: February Monthly Update to Council

Monthly Employee Update: March 2024 (for February 2024)

<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>
Brady Pellath	Public Safety	February 17, 2024

<u>Milestones</u>	<u>Department</u>	<u>Years/Date</u>
Teresa Shillingburg	Public Safety	10 years

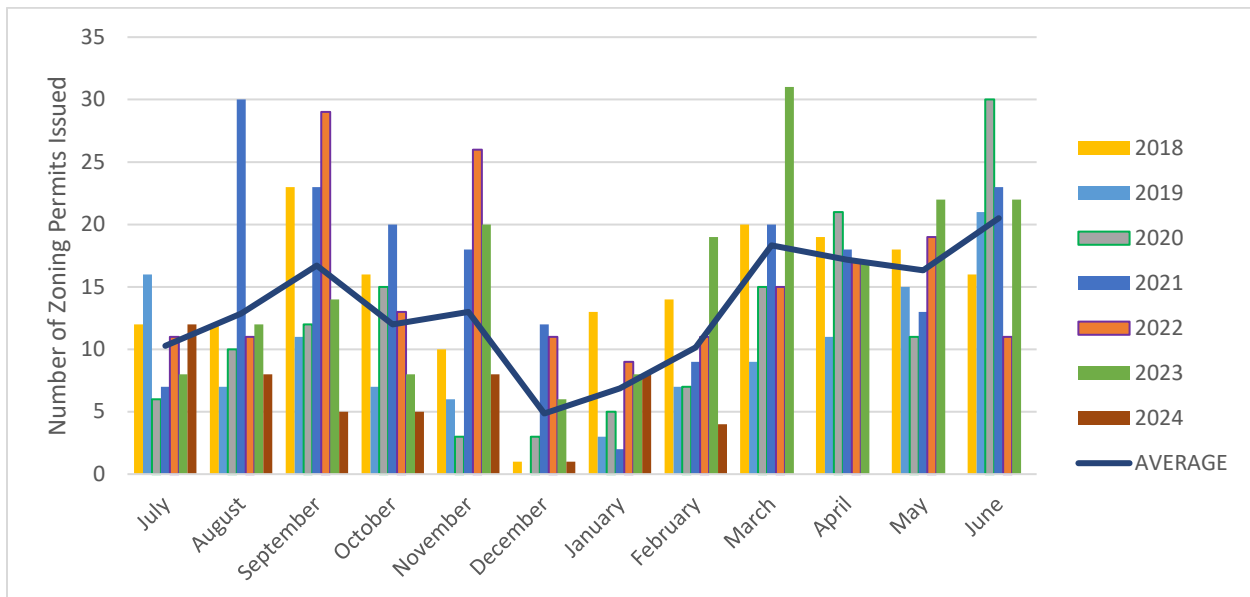


Memorandum

To: Mayor Boies and Strasburg Town Council
 From: Brian Otis, Director of Planning & Public Services
 Date: March 12, 2024
 Re: Monthly Update to Council (February) Planning and Public Services

Planning Department

Permit Data



Number of Permits per Month							
Month	Current Month	Previous Month	% Change	Previous Year	% Change	February Average	% Change
2024 February	4	8	-50.00%	19	-78.95%	6.9	-42.03%
		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.

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



Boards and Commissions

No meetings were held in March.

Additional Items

- Site plan submitted for Phase 1 of construction for the Village at Cedar Creek Townhomes. This phase is for infrastructure only.
- Site plan submitted for redevelopment of 1 Shenandoah Valley Drive. This includes demolition of the center portion of the building to create two warehouse structures.

Department of Public Works

- **METER SERVICE REQUEST**
 - 16 Add Reading.
 - 13 Reactivate Account.
 - 3 Turn off.
 - 7 Turn on.
 - Data Logged 6 water meters.
 - Installed 1 new meter.
- **OFFICE REQUEST**
 - Delivered 3 Notices.
 - Delivered 30 Waste Containers.
- **METER INSTALLATION**
 - Replaced 34 meters. 17 by National Meter, 17 by DPW.
 - AMI Water Meter Project
 - The AMI gateways have been installed waiting for Core & Main to set up.
- **WATER AND SEWER**
 - 4 sewer main backup.
 - 3 Sewer Service backups.
 - 1 Sewer main repair.
 - 1 water tap.
 - 2 water main leaks.
- **STREETS**
 - Sweeping Streets.
 - Replacing NO Parking Signs.
 - Performed Snow removal duties.
 - Changed Pole Banners.
 - Change Street Banner.
 - 3 dead animal pickups.



- Installed storm pipe on Aileen Ave.
- HORTICULTURE
 - Remove winter lights from Street trees.
 - Worked in Flower beds.
- INSPECTIONS
 - Performed testing on Valley Health Site.
 - Miss Utility Locates
 - Performed 73 Miss Utility Locates.

Utilities Department

Water Treatment Plant

- TREATMENT
 - Water Treatment Plant produced 24.993 MG for the month of February.
 - Operating at 34.5% capacity
 - Average Daily Flow .862 MGD
- BULK WATER SALES
 - Staff filled 31 bulk water trucks for a total of 28,796 gallons.
- SANDY HOOK RESERVOIR
 - On February 16th, Water Plant staff found that a tree had fallen through the Reservoir Membrane Cover causing several holes. Repairs to the holes have been completed. Water Plant staff are currently flushing the Reservoir Tank by filling and draining the tank several times to ensure any foreign debris has been removed prior to placing the tank back in service. Bacteriological Tests will be collected prior to placing the tank back in service. The tank is estimated to be placed back in service by March 22nd.
- FORT HILL WATER TANK
 - T-Mobile (COMPLETED)
 - All work completed.
 - Verizon
 - All work completed. Verizon site is active and provides service.
 - Utility Services (Tank Maintenance Company)
 - Waiting for final inspection and paint touchup on areas caused by cell carrier installation on the tank.
- Core & Main (AMI)
 - All electrical connections completed. The site is active.
- JUNCTION TANK
 - Core & Main (AMI)
 - All electrical connections completed. The site is active.
- CLA-VAL FLOW CONTROLLER REPLACEMENT CIP



- Waiting for the controllers to be delivered. Will schedule installation when controllers arrive.
- SCADA SOFTWARE UPGRADE CIP
 - Software upgrades have started. Waiting for the last software delivery to finish the project.
- DROUGHT
 - Working with governing agencies to try and improve our drought response plan and drought triggers levels.

Wastewater Treatment Plant

- Utility Production Figures
 - The wastewater plant treated 31.86 MG and ran at 55% capacity.
- Keaser Blower Replacement Project:
 - The replacement blowers are in the process of being built.
 - Meetings on funds allocated for project and unforeseen costs.
 - Vand solution completed a walk through in preparation for installation.
 - Costs; Aeromod to update their PLC of \$3000.00. Updated cost for VFD parts is \$4500.00.
- 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.
 - 13 violations for BOD
 - 17 violations for TSS
- Pre-treatment permitting:
 - Looking into Sewer Use Ordinances for sewer use permitting and an alternative.
 - Will need to meet on issues of new meat production plant going forward.
- WWTP
 - Drain valve on Water Plant holding tank is repaired.
 - Anoxic Mixer sent out for repairs.
 - DCLS Laboratory Inspection, awaiting results.
 - Replacement radiator for Homewood Generator installed.
- Budget
 - Working on CIP Quotes.



Memorandum

To: Mayor Boies and Strasburg Town Council
From: Visitor Center Staff
Date: March 8, 2024
Re: February Monthly Update to Council

Visitor Center

- Visitation increased over January even with a shorter month.
- **Program:**
February 24 – Presentation by Ruth Hoffman titled “Nanny’s Quilt”. Approximately, 70 people enjoyed the program.
- The **Visitor Center** welcomed 423 visitors in February (averaging 14.6 per day).
 - ❖ **Visitors by Location on our Guest Log for February 2024**
 - Virginia: 39, with 15 coming from Strasburg
 - District of Columbia = 3
 - Other States:
 - Delaware = 5
 - Florida = 3
 - Maryland = 3
 - Michigan = 2
 - New Hampshire = 2
 - New Jersey = 2
 - New York = 2
 - North Carolina = 2
 - Pennsylvania = 2
 - Texas = 4
 - Other Countries: China = 3

The museum had 166 admissions.

Total sales for the Gift Shop in December: \$907.06



Memorandum

To: Mayor Boies and Strasburg Town Council
From: Business and Engagement Coordinator McKee
Date: 3/2024
Re: February Monthly Update to Council

Economic Development (Business Attraction, Workforce, Business Support)

- **Downtown Collaboration**, Continued outreach to bridge downtown businesses in collaboration of Town festivals and also encouragement to take initiative in organizing themselves for their own successful downtown programming.
- Meeting with small businesses to find solutions to measure "success" of festivals to get measurable data on how events effect the local economy in order to find ways to improve/market/increase revenue.
- Cohosted with library staff "AI and Ethics" meeting at library. Scheduled next monthly event of "One hour website" highlighting library resources to used web based tools to create simple websites or ecommerce sites.

Tourism + Quality of Life

- Applied for Creative Community Partnership Grant for Streetwise studios for quality video and audio recording for select local Front Porch Friday concerts and other music events in town.
- Assisted Visitor Center Staff in organizing egg hunt event at that location.
- Front Porch Friday concert series concession and sponsorship recruitment
- Final stages of planning for Vintage in the Valley Festival with partners
- Applied for VA250 Grant for funding for Revolutionary War and Revolution of ideas festival "Strasburg Liberty Roots Festival" celebrating the arts and historical innovations and heritage of culinary/musical/poetic history of Strasburg and the Shenandoah Valley during the Revolutionary War.
- Assisting in organizing Relay for Life event in June.