



Memorandum

To: Mayor Boies and Strasburg Town Council
From: Finance Director, Angela Fletcher
Date: 04/09/2024
Re: Monthly Update to Council

Finances and Auditing

- The first draft of the FY25 budget was distributed to the Council on March 4.
- Staff met with the Council during budget work sessions held on March 12, March 18 and April 1.
- Budget discussions will continue at the regular Council meeting on April 9.
- The budget ad will be sent to the newspaper on or about April 18th for published dates of April 22nd and April 29th in advance of the budget public hearing on May 6th.

Due Dates and Anticipated Items/Customer Interaction and Information

- Staff anticipates receiving county tax files by late April and will then begin preparing the first half tax bills.
- It is **56** 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	\$3,906.17	\$0.00	(\$2,093.83)	65
10-3310-1000 REAL ESTATE TAXES	\$1,362,000.00	\$1,362,000.00	\$0.00	\$707,346.58	\$1,148.06	(\$654,653.42)	52
10-3310-1001 REAL ESTATE TAXES-DE	\$20,000.00	\$20,000.00	\$0.00	\$3,595.27	\$25.00	(\$16,404.73)	18
10-3310-2000 PERSONAL PROPERTY T	\$605,000.00	\$605,000.00	\$0.00	\$424,141.29	\$10,446.58	(\$180,858.71)	70
10-3310-2001 PERSONAL PROPERTY T	\$35,000.00	\$35,000.00	\$0.00	\$27,744.84	\$391.97	(\$7,255.16)	79
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	\$7,108.32	\$0.00	(\$10,891.68)	39
10-3310-5000 PENALTIES	\$42,500.00	\$42,500.00	\$0.00	\$61,134.41	\$8,626.15	\$18,634.41	144
10-3310-5500 INTEREST FROM TAXES	\$4,500.00	\$4,500.00	\$0.00	\$1,574.98	\$49.41	(\$2,925.02)	35
10-3310-6000 UTILITY TAXES	\$140,000.00	\$140,000.00	\$0.00	\$83,423.75	\$3,841.72	(\$56,576.25)	60
10-3310-6100 COMMUNICATION TAXE	\$65,000.00	\$65,000.00	\$0.00	\$36,566.70	\$0.00	(\$28,433.30)	56
10-3310-6101 CIGARETTE TAXES	\$120,000.00	\$120,000.00	\$0.00	\$60,562.50	\$7,125.00	(\$59,437.50)	50
10-3320-1000 MOTOR VEHICLE FEES	\$165,000.00	\$165,000.00	\$0.00	\$41,755.56	\$2,158.70	(\$123,244.44)	25
10-3320-1500 DMV STOP FEE	\$30,000.00	\$30,000.00	\$0.00	\$22,954.97	\$2,520.75	(\$7,045.03)	77
10-3320-2000 ZONING & PERMIT FEES	\$31,000.00	\$31,000.00	\$0.00	(\$29,207.00)	\$5,823.00	(\$60,207.00)	-94
10-3320-3000 BUSINESS LICENSE TAX	\$165,000.00	\$165,000.00	\$0.00	\$215,498.03	\$62,327.01	\$50,498.03	131
10-3320-4000 MEALS TAXES	\$975,000.00	\$975,000.00	\$0.00	\$779,776.93	\$81,543.26	(\$195,223.07)	80
10-3320-4100 LODGING TAXES	\$210,000.00	\$210,000.00	\$0.00	\$143,534.70	\$9,775.35	(\$66,465.30)	68
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	\$462,206.29	\$44,585.60	(\$42,793.71)	92
10-3330-4000 LAW ENFORCEMENT STA	\$122,020.00	\$122,020.00	\$0.00	\$64,170.00	\$0.00	(\$57,850.00)	53
10-3330-5000 RIGHT-OF-WAY FEES	\$22,000.00	\$22,000.00	\$0.00	\$8,806.46	\$85.85	(\$13,193.54)	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
10-3330-7005 GRANTS RECEIVED PUB	\$0.00	\$0.00	\$0.00	\$965.52	\$0.00	\$965.52	0
10-3330-7023 VDOT REV SHARE - BOR	\$980,600.00	\$980,600.00	\$0.00	\$0.00	\$0.00	(\$980,600.00)	0
10-3330-7024 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	\$16,359.39	\$338.92	(\$18,640.61)	47
10-3330-7040 SPECIAL EVENTS REVEN	\$17,000.00	\$17,000.00	\$0.00	\$20,506.55	\$525.00	\$3,506.55	121
10-3340-1000 FINES & COSTS	\$25,000.00	\$25,000.00	\$0.00	\$19,399.46	\$1,678.42	(\$5,600.54)	78
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	\$59,550.53	\$12,374.25	\$24,550.53	170
10-3350-4200 RETURNED CHECK FEE	\$0.00	\$0.00	\$0.00	\$180.29	\$70.00	\$180.29	0
10-3350-7000 INTEREST INCOME	\$30,000.00	\$30,000.00	\$0.00	\$65,791.02	\$0.00	\$35,791.02	219
10-3350-7026 VA COMMISSION FOR AR	\$4,500.00	\$4,500.00	\$0.00	\$4,500.00	\$0.00	\$0.00	100
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	\$268,418.53	\$40,248.99	\$83,934.47	76
10-4411-8000 SALARIES & WAGES PAR	\$26,353.00	\$26,353.00	\$0.00	\$22,820.06	\$1,679.00	\$3,532.94	87
10-4411-9000 SALARIES & WAGES-OVE	\$2,000.00	\$2,000.00	\$0.00	\$778.72	\$84.95	\$1,221.28	39
10-4411-9001 FICA - ADMINISTRATION	\$31,781.00	\$31,781.00	\$0.00	\$22,223.94	\$2,900.20	\$9,557.06	70
10-4411-9002 VRS - ADMINISTRATION	\$49,218.00	\$49,218.00	\$0.00	\$16,358.61	\$0.00	\$32,859.39	33
10-4411-9003 HEALTH INSURANCE - E	\$31,636.00	\$31,636.00	\$0.00	(\$20,534.88)	\$0.00	\$52,170.88	-65
10-4411-9005 EMPLOYEE STIPEND	\$840.00	\$840.00	\$0.00	\$646.00	\$96.90	\$194.00	77
10-4412-1600 INSURANCE PREMIUMS	\$12,000.00	\$12,000.00	\$0.00	\$11,468.79	\$0.00	\$531.21	96
10-4412-1700 ADVERTISING	\$4,000.00	\$4,000.00	\$0.00	\$1,043.88	\$0.00	\$2,956.12	26
10-4412-1900 LEGAL SERVICES	\$50,000.00	\$50,000.00	\$0.00	\$22,762.50	\$5,937.50	\$27,237.50	46
10-4412-2000 CONTRACTUAL SERVICE	\$25,000.00	\$25,000.00	\$0.00	\$14,076.50	\$2,947.21	\$10,923.50	56
10-4412-2020 DMV STOP FEE	\$15,000.00	\$15,000.00	\$0.00	\$9,925.00	\$1,225.00	\$5,075.00	66
10-4412-2100 PROFESSIONAL SERVICE	\$15,000.00	\$15,000.00	\$0.00	\$15,288.10	\$0.00	(\$288.10)	102

Town of Strasburg

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10-4412-2200 TELEPHONE	\$2,800.00	\$2,800.00	\$0.00	\$1,830.90	\$211.29	\$969.10	65
10-4412-2300 ELECTRICITY	\$4,500.00	\$4,500.00	\$0.00	\$3,426.22	\$355.09	\$1,073.78	76
10-4412-2500 FUEL-HEAT	\$1,000.00	\$1,000.00	\$0.00	\$760.35	\$172.51	\$239.65	76
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	\$16,118.40	\$3,862.57	\$4,881.60	77
10-4412-2855 COMPUTERS & SOFTWA	\$3,000.00	\$3,000.00	\$0.00	\$186.94	\$40.79	\$2,813.06	6
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	\$5,761.07	\$106.16	(\$261.07)	105
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	\$3,204.54	\$246.06	\$645.46	83
10-4412-3300 BUILDING MAINTENANC	\$6,400.00	\$6,400.00	\$1,354.90	\$6,078.28	\$1,407.69	(\$1,033.18)	95
10-4412-3700 TRAVEL & TRAINING	\$3,400.00	\$3,400.00	\$0.00	\$324.20	\$0.00	\$3,075.80	10
10-4412-3701 TRAVEL & TRAINING CO	\$3,500.00	\$3,500.00	\$0.00	\$2,284.96	\$350.00	\$1,215.04	65
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	\$0.00	\$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	\$27,785.46	\$1,622.75	\$7,214.54	79
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	\$0.00	\$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	\$80,782.24	\$10,903.86	\$75,629.76	52
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	\$6,130.35	\$827.43	\$5,834.65	51
10-4421-9002 VRS - COMMUNITY INIT	\$22,414.00	\$22,414.00	\$0.00	\$10,106.92	\$0.00	\$12,307.08	45
10-4421-9003 HEALTH INSURANCE	\$20,080.00	\$20,080.00	\$0.00	\$8,556.56	\$0.00	\$11,523.44	43
10-4421-9005 EMPLOYEE STIPEND	\$840.00	\$840.00	\$0.00	\$452.20	\$48.45	\$387.80	54
10-4422-1700 ADVERTISING	\$2,000.00	\$2,000.00	\$0.00	\$4,318.38	\$0.00	(\$2,318.38)	216
10-4422-2000 CONTRACTUAL SERVICE	\$5,000.00	\$5,000.00	\$0.00	\$61.27	\$5.33	\$4,938.73	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	\$6,500.06	\$5,000.00	\$4,124.73	59
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	\$0.00	\$443.47	37
10-4422-3201 I/T SUPPORT	\$700.00	\$700.00	\$0.00	\$854.78	\$144.74	(\$154.78)	122
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	\$35,056.61	\$1,991.00	\$64,543.00	35
10-4431-7000 SALARIES & WAGES - R	\$575,537.00	\$575,537.00	\$0.00	\$393,471.56	\$61,130.21	\$182,065.44	68
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	\$34,717.18	\$3,687.35	\$56,410.82	38
10-4431-9000 SALARIES & WAGES - O	\$25,900.00	\$25,900.00	\$0.00	\$19,474.10	\$2,944.29	\$6,425.90	75
10-4431-9001 FICA - PUBLIC WORKS	\$60,032.00	\$60,032.00	\$0.00	\$32,160.85	\$4,761.59	\$27,871.15	54
10-4431-9002 VRS - PUBLIC WORKS -	\$96,603.00	\$96,603.00	\$0.00	\$44,417.38	\$0.00	\$52,185.62	46
10-4431-9003 HEALTH INSURANCE - E	\$68,000.00	\$68,000.00	\$0.00	\$37,634.89	\$0.00	\$30,365.11	55
10-4431-9005 EMP STIPEND	\$2,200.00	\$2,200.00	\$0.00	\$2,034.90	\$339.15	\$165.10	92
10-4432-1600 INSURANCE PREMIUMS	\$12,000.00	\$12,000.00	\$0.00	\$13,107.24	\$0.00	(\$1,107.24)	109
10-4432-2000 CONTRACTUAL SERVICE	\$11,660.00	\$11,660.00	\$1,250.00	\$8,125.87	\$105.52	\$2,284.13	70
10-4432-2200 TELEPHONE	\$6,505.00	\$6,505.00	\$0.00	\$4,157.96	\$230.92	\$2,347.04	64
10-4432-2300 ELECTRICITY	\$6,000.00	\$6,000.00	\$0.00	\$3,523.56	\$517.74	\$2,476.44	59
10-4432-2400 STREET LIGHTS	\$50,000.00	\$50,000.00	\$0.00	\$68,965.82	\$7,779.61	(\$18,965.82)	138
10-4432-2500 FUEL-HEAT	\$5,100.00	\$5,100.00	\$0.00	\$3,705.55	\$579.83	\$1,394.45	73
10-4432-2600 GAS,GREASE, & OIL	\$11,517.00	\$11,517.00	\$0.00	\$9,225.22	\$720.77	\$2,291.78	80
10-4432-2700 TIRES & TUBES	\$2,100.00	\$2,100.00	\$0.00	\$198.94	\$0.00	\$1,901.06	9

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10-4432-2800 MATERIALS & SUPPLIES	\$7,895.00	\$7,895.00	\$0.00	\$2,854.33	\$352.84	\$5,040.67	36
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	\$236.98	\$163.20	\$1,693.02	12
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	\$4,745.34	\$393.69	\$254.66	95
10-4432-3300 BUILDING MAINTENANC	\$6,430.00	\$6,430.00	\$0.00	\$2,863.17	\$0.00	\$3,566.83	45
10-4432-3400 REPAIRS EQUIPMENT	\$22,033.00	\$24,244.12	\$3,621.35	\$8,293.84	\$506.08	\$12,328.93	34
10-4432-3500 REPAIRS STREETS - TO	\$50,000.00	\$50,000.00	\$508.50	\$4,556.21	\$505.17	\$44,935.29	9
10-4432-3600 REPAIRS STREETS-STAT	\$714,218.00	\$714,218.00	\$3,026.90	\$61,970.52	\$6,771.51	\$649,220.58	9
10-4432-3700 TRAVEL & TRAINING	\$6,895.00	\$6,895.00	\$0.00	\$334.40	\$144.00	\$6,560.60	5
10-4432-3800 MISS UTILITY	\$1,000.00	\$1,000.00	\$0.00	\$410.44	\$28.55	\$589.56	41
10-4432-4000 UNIFORMS/PPE	\$6,890.00	\$6,890.00	\$0.00	\$957.28	\$106.81	\$5,932.72	14
10-4432-4300 VEHICLE/EQUIPMENT PY	\$7,356.00	\$7,356.00	\$0.00	\$5,885.04	\$0.00	\$1,470.96	80
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	\$0.00	\$5,463.76	11
10-4432-4900 HORTICULTURE	\$27,000.00	\$27,000.00	\$0.00	\$8,001.69	\$3,755.31	\$18,998.31	30
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	\$952,167.76	\$140,354.82	\$290,936.24	77
10-4441-7010 SALARIES & WAGES - P	\$93,881.00	\$93,881.00	\$0.00	\$56,521.17	\$7,080.19	\$37,359.83	60
10-4441-9000 SALARIES & WAGES - O	\$93,200.00	\$93,200.00	\$0.00	\$92,982.35	\$10,627.87	\$217.65	100
10-4441-9001 FICA - PUBLIC SAFETY	\$109,410.00	\$109,410.00	\$0.00	\$78,111.12	\$11,069.86	\$31,298.88	71
10-4441-9002 VRS - PUBLIC SAFETY	\$176,916.00	\$176,916.00	\$0.00	\$107,861.10	\$0.00	\$69,054.90	61
10-4441-9003 HEALTH INSURANCE -	\$178,000.00	\$178,000.00	\$0.00	\$108,888.03	\$0.00	\$69,111.97	61
10-4441-9005 EMPLOYEE STIPEND	\$1,200.00	\$1,200.00	\$0.00	\$646.00	\$96.90	\$554.00	54
10-4442-1600 INSURANCE PREMIUMS	\$60,000.00	\$60,000.00	\$0.00	\$54,067.37	\$0.00	\$5,932.63	90
10-4442-2000 CONTRACTUAL SERVICE	\$101,254.00	\$101,254.00	\$0.00	\$50,965.11	\$1,195.16	\$50,288.89	50
10-4442-2200 TELEPHONE	\$11,000.00	\$11,000.00	\$0.00	\$5,794.38	\$837.35	\$5,205.62	53
10-4442-2300 ELECTRICITY	\$4,000.00	\$4,000.00	\$0.00	\$2,405.72	\$359.94	\$1,594.28	60
10-4442-2500 FUEL - HEAT	\$4,000.00	\$4,000.00	\$0.00	\$1,284.61	\$256.95	\$2,715.39	32
10-4442-2600 GAS	\$32,000.00	\$32,000.00	\$0.00	\$44,153.19	\$4,134.39	(\$12,153.19)	138
10-4442-2700 TIRES	\$3,000.00	\$3,000.00	\$0.00	\$2,014.46	\$0.00	\$985.54	67
10-4442-2800 MATERIALS & SUPPLIES	\$9,000.00	\$9,000.00	\$0.00	\$7,555.24	\$604.81	\$1,444.76	84
10-4442-2850 EQUIPMENT	\$15,000.00	\$15,000.00	\$59.04	\$10,910.70	\$587.28	\$4,030.26	73
10-4442-2855 COMPUTERS & SOFTWA	\$4,500.00	\$4,500.00	\$0.00	\$411.77	\$0.00	\$4,088.23	9
10-4442-2900 MEMBERSHIP DUES	\$1,500.00	\$1,500.00	\$0.00	\$2,539.24	\$0.00	(\$1,039.24)	169
10-4442-3000 MISCELLANEOUS	\$6,000.00	\$6,000.00	\$0.00	\$3,849.19	\$284.35	\$2,150.81	64
10-4442-3201 I/T SUPPORT	\$14,000.00	\$14,000.00	\$0.00	\$14,666.14	\$1,302.65	(\$666.14)	105
10-4442-3400 REPAIRS EQUIPMENT	\$35,000.00	\$35,000.00	\$0.00	\$22,933.77	\$1,277.46	\$12,066.23	66
10-4442-3700 TRAVEL & TRAINING	\$20,000.00	\$20,000.00	\$0.00	\$22,779.76	\$4,608.72	(\$2,779.76)	114
10-4442-3900 COMMUNITY POLICING	\$9,500.00	\$9,500.00	\$0.00	\$8,897.22	\$0.00	\$602.78	94
10-4442-4000 UNIFORMS	\$22,500.00	\$22,500.00	\$0.00	\$17,347.94	\$573.31	\$5,152.06	77
10-4442-4300 VEHICLE/EQUIPMENT PA	\$29,252.00	\$29,252.00	\$0.00	\$21,818.24	\$0.00	\$7,433.76	75
10-4442-4400 FIREARMS/RANGE	\$9,000.00	\$9,000.00	\$0.00	\$4,029.43	\$1,979.10	\$4,970.57	45
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	\$28,428.21	\$5,316.00	\$44,782.79	39
10-4461-8000 SALARIES & WAGES - P	\$125,854.00	\$125,854.00	\$0.00	\$38,501.78	\$5,256.29	\$87,352.22	31
10-4461-9001 FICA - ER	\$15,229.00	\$15,229.00	\$0.00	\$4,767.86	\$732.95	\$10,461.14	31
10-4461-9002 VRS - ER	\$10,491.00	\$10,491.00	\$0.00	\$1,508.15	\$0.00	\$8,982.85	14
10-4461-9003 HEALTH INSURANCE - E	\$7,638.00	\$7,638.00	\$0.00	\$1,199.92	\$0.00	\$6,438.08	16
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	\$409.26	\$252.64	\$1,790.74	19
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	\$10,028.21	\$1,294.25	\$4,471.79	69
10-4462-2800 MATERIALS & SUPPLIES	\$1,000.00	\$1,000.00	\$0.00	\$449.81	\$220.12	\$550.19	45
10-4462-2855 COMPUTERS & SOFTWA	\$2,200.00	\$2,200.00	\$0.00	\$3,062.30	\$96.98	(\$862.30)	139

Town of Strasburg

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10-4462-2900 MEMBERSHIP DUES	\$1,000.00	\$1,000.00	\$0.00	\$620.00	\$150.00	\$380.00	62
10-4462-3000 MISCELLANEOUS	\$500.00	\$500.00	\$0.00	\$470.05	\$30.98	\$29.95	94
10-4462-3201 I/T SUPPORT	\$1,700.00	\$1,700.00	\$0.00	\$962.71	\$144.74	\$737.29	57
10-4462-3700 TRAVEL & TRAINING	\$7,500.00	\$7,500.00	\$0.00	\$3,493.27	\$249.00	\$4,006.73	47
10-4462-7000 PROJECTS & PROGRAMS	\$34,000.00	\$53,300.00	\$0.00	\$3,799.99	\$0.00	\$49,500.01	7
10-4462-7200 TOURISM	\$40,800.00	\$40,800.00	\$0.00	\$39,810.70	\$1,260.00	\$989.30	98
10-4462-7250 VISITOR CENTER EXPEN	\$26,000.00	\$26,000.00	\$0.00	\$15,178.92	\$1,325.18	\$10,821.08	58
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	\$2,974.88	\$596.85	(\$15,025.12)	17
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	\$4,915.22	\$0.00	(\$915.22)	123
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	\$5,674.25	\$2,643.26	\$0.00	\$682.49	29
10-5412-2000 CONTRACTUAL SERVICE	\$6,000.00	\$6,000.00	\$0.00	\$2,880.00	\$720.00	\$3,120.00	48
10-5412-2300 ELECTRICITY	\$9,500.00	\$9,500.00	\$0.00	\$8,762.03	\$1,199.64	\$737.97	92
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	\$763.60	\$3,013.55	\$391.29	\$722.85	67
10-5412-2860 PARK MAINTENANCE	\$7,000.00	\$7,000.00	\$0.00	\$6,712.94	\$174.68	\$287.06	96
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	\$0.00	\$2,261.68	55
10-5412-4000 EVENT EXPENSES	\$43,100.00	\$43,100.00	\$0.00	\$48,411.97	\$16,713.09	(\$5,311.97)	112
10-5412-7000 RECREATIONAL PROGRA	\$3,000.00	\$3,000.00	\$0.00	\$892.59	\$0.00	\$2,107.41	30
10-5413-0300 CAPITAL OUTLAY REC	\$505,000.00	\$505,000.00	\$0.00	\$10,710.00	\$4,410.00	\$494,290.00	2
Reporting Fund: 10-GENERAL FUND							
FundRevTot	\$11,533,958.00	\$11,533,958.00	\$0.00	\$4,091,354.28	\$256,056.85	(\$7,442,603.72)	35
FundExpTot	\$11,533,958.00	\$11,747,942.11	\$26,573.75	\$4,208,615.02	\$405,108.55	\$7,512,753.34	36
Reporting Fund: 20-WATER FUND							
20-3350-7500 LEASE RECEIPTS	\$88,000.00	\$88,000.00	\$0.00	\$191,955.77	\$178,946.00	\$103,955.77	218
20-3360-1000 WATER REVENUE	\$2,430,000.00	\$2,430,000.00	\$0.00	\$1,735,171.39	\$265,885.41	(\$694,828.61)	71
20-3360-2000 WATER PENALTIES	\$75,000.00	\$75,000.00	\$0.00	\$70,643.99	\$6,656.26	(\$4,356.01)	94
20-3360-3000 WATER AVAILABILITY F	\$153,000.00	\$153,000.00	\$0.00	\$262,273.93	\$18,000.00	\$109,273.93	171
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	\$12,909.18	\$615.38	(\$7,090.82)	65
20-3360-7000 WATER INTEREST INCOM	\$40,000.00	\$40,000.00	\$0.00	\$106,996.20	\$0.00	\$66,996.20	267
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	\$69,959.44	\$10,638.98	\$23,169.56	75
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	\$752.06	\$86.83	\$247.94	75
20-4411-9001 FICA - ADMINISTRATIO	\$7,135.00	\$7,135.00	\$0.00	\$5,248.08	\$812.47	\$1,886.92	74
20-4411-9002 VRS - ADMINISTRATION	\$13,223.00	\$13,223.00	\$0.00	\$15,877.64	\$0.00	(\$2,654.64)	120
20-4411-9003 HEALTH INSURANCE ER	\$11,461.00	\$11,461.00	\$0.00	\$9,069.58	\$0.00	\$2,391.42	79
20-4412-1600 INSURANCE PREMIUMS	\$5,500.00	\$5,500.00	\$0.00	\$5,734.43	\$0.00	(\$234.43)	104
20-4412-2000 CONTRACTUAL SERVICE	\$24,280.00	\$24,280.00	\$0.00	\$13,633.53	\$2,858.01	\$10,646.47	56
20-4412-2100 PROFESSIONAL SERVICE	\$16,500.00	\$16,500.00	\$0.00	\$15,513.45	\$0.00	\$986.55	94
20-4412-2200 TELEPHONE	\$3,000.00	\$3,000.00	\$0.00	\$1,776.91	\$205.05	\$1,223.09	59
20-4412-2300 ELECTRICITY	\$4,400.00	\$4,400.00	\$0.00	\$3,325.24	\$344.60	\$1,074.76	76
20-4412-2500 FUEL-HEAT	\$800.00	\$800.00	\$0.00	\$737.93	\$167.43	\$62.07	92
20-4412-2800 MATERIALS & SUPPLIES	\$20,880.00	\$20,880.00	\$0.00	\$15,344.28	\$1,222.97	\$5,535.72	73
20-4412-2855 COMPUTERS & SOFTWA	\$2,000.00	\$2,000.00	\$0.00	\$119.74	\$39.60	\$1,880.26	6

Town of Strasburg

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20-4412-2900 MEMBERSHIP DUES	\$625.00	\$625.00	\$0.00	\$2,062.17	\$0.00	(\$1,437.17)	330
20-4412-3000 MISCELLANEOUS	\$2,500.00	\$2,500.00	\$0.00	\$3,088.24	\$2.61	(\$588.24)	124
20-4412-3201 I/T SUPPORT	\$3,500.00	\$3,500.00	\$0.00	\$3,110.61	\$238.82	\$389.39	89
20-4412-3300 BUILDING MAINTENANC	\$6,400.00	\$6,400.00	\$1,315.05	\$5,006.39	\$1,296.22	\$78.56	78
20-4412-3700 TRAVEL & TRAINING	\$3,300.00	\$3,300.00	\$0.00	\$290.40	\$0.00	\$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	\$8,656.63	\$605.76	\$477.37	95
20-4421-9001 FICA	\$699.00	\$699.00	\$0.00	\$662.27	\$46.35	\$36.73	95
20-4421-9002 VRS	\$1,309.00	\$1,309.00	\$0.00	\$1,075.53	\$0.00	\$233.47	82
20-4421-9003 HEALTH INSURANCE	\$1,116.00	\$1,116.00	\$0.00	\$891.46	\$0.00	\$224.54	80
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	\$0.00	(\$6.03)	0
20-4422-3201 I/T SUPPORT	\$0.00	\$0.00	\$0.00	\$355.07	\$0.00	(\$355.07)	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	\$110,239.74	\$17,028.57	\$59,310.26	65
20-4431-8000 SALARIES & WAGES - P	\$14,081.00	\$14,081.00	\$0.00	\$6,936.69	\$720.18	\$7,144.31	49
20-4431-9000 SALARIES & WAGES - O	\$5,550.00	\$5,550.00	\$0.00	\$6,954.64	\$734.17	(\$1,404.64)	125
20-4431-9001 FICA - PUBLIC WORKS	\$14,814.00	\$14,814.00	\$0.00	\$9,419.06	\$1,413.97	\$5,394.94	64
20-4431-9002 VRS - PUBLIC WORKS	\$25,728.00	\$25,728.00	\$0.00	\$14,120.44	\$0.00	\$11,607.56	55
20-4431-9003 HEALTH INSURANCE	\$38,500.00	\$38,500.00	\$0.00	\$18,827.92	\$0.00	\$19,672.08	49
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	\$10,240.03	\$0.00	(\$1,240.03)	114
20-4432-2000 CONTRACTUAL SERVICE	\$11,305.00	\$11,305.00	\$0.00	\$5,203.54	\$74.85	\$6,101.46	46
20-4432-2200 TELEPHONE	\$6,320.00	\$6,320.00	\$0.00	\$4,035.69	\$224.12	\$2,284.31	64
20-4432-2300 ELECTRICITY	\$7,500.00	\$7,500.00	\$0.00	\$3,419.86	\$502.50	\$4,080.14	46
20-4432-2500 GAS FUEL	\$4,950.00	\$4,950.00	\$0.00	\$3,596.58	\$562.78	\$1,353.42	73
20-4432-2600 GAS, GREASE, & OIL	\$11,100.00	\$11,100.00	\$0.00	\$8,348.57	\$699.55	\$2,751.43	75
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	\$2,734.14	\$342.47	\$4,930.86	36
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	\$230.00	\$158.39	\$1,470.00	14
20-4432-3000 MISCELLANEOUS	\$1,740.00	\$1,740.00	\$0.00	\$49.29	\$49.29	\$1,690.71	3
20-4432-3201 I/T SUPPORT	\$4,200.00	\$4,200.00	\$0.00	\$4,605.80	\$382.11	(\$405.80)	110
20-4432-3300 BUILDING MAINTENANC	\$6,235.00	\$6,235.00	\$0.00	\$2,778.95	\$0.00	\$3,456.05	45
20-4432-3400 REPAIRS EQUIPMENT	\$21,385.00	\$23,531.07	\$3,514.83	\$7,903.95	\$346.36	\$12,112.29	34
20-4432-3700 TRAVEL & TRAINING	\$6,650.00	\$6,650.00	\$0.00	\$256.80	\$72.00	\$6,393.20	4
20-4432-3800 MISS UTILITY	\$975.00	\$975.00	\$0.00	\$398.33	\$27.70	\$576.67	41
20-4432-4000 UNIFORMS/PPE	\$6,640.00	\$6,640.00	\$0.00	\$948.59	\$103.65	\$5,691.41	14
20-4432-4300 VEHICLE/EQUIPMENT PA	\$7,140.00	\$7,140.00	\$0.00	\$5,711.92	\$0.00	\$1,428.08	80
20-4432-4400 WATER METERS	\$30,000.00	\$30,000.00	\$0.00	\$255.00	\$255.00	\$29,745.00	1
20-4432-4500 WATER INFRASTRUCTUR	\$100,000.00	\$100,000.00	\$1,661.90	\$23,026.24	\$315.24	\$75,311.86	23
20-4432-4800 EQUIPMENT	\$5,940.00	\$5,940.00	\$0.00	\$636.92	\$0.00	\$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	\$279,967.95	\$42,521.01	\$85,258.05	77
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	\$10,149.44	\$1,152.87	\$4,850.56	68
20-4451-9001 FICA - WATER TREATME	\$29,210.00	\$29,210.00	\$0.00	\$20,913.25	\$3,134.40	\$8,296.75	72
20-4451-9002 VRS - WATER TREATMEN	\$49,082.00	\$49,082.00	\$0.00	\$29,965.87	\$0.00	\$19,116.13	61
20-4451-9003 HEALTH INSURANCE	\$50,552.00	\$50,552.00	\$0.00	\$26,381.25	\$0.00	\$24,170.75	52
20-4451-9005 EMPLOYEE STIPENED	\$1,660.00	\$1,660.00	\$0.00	\$1,938.00	\$290.70	(\$278.00)	117
20-4452-1600 INSURANCE PREMIUMS	\$22,500.00	\$22,500.00	\$0.00	\$25,395.29	\$0.00	(\$2,895.29)	113
20-4452-1900 WATER PLANT CHEMICA	\$125,000.00	\$125,000.00	\$0.00	\$74,054.70	\$212.00	\$50,945.30	59
20-4452-2000 CONTRACTUAL SERVICE	\$40,985.00	\$40,985.00	\$0.00	\$22,424.91	\$7,097.65	\$18,560.09	55

Town of Strasburg

Account	Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
20-4452-2200 TELEPHONE	\$3,200.00	\$3,200.00	\$0.00	\$1,473.27	\$183.81	\$1,726.73	46
20-4452-2300 ELECTRICITY	\$105,000.00	\$105,000.00	\$0.00	\$70,155.10	\$9,435.53	\$34,844.90	67
20-4452-2500 FUEL /LP	\$5,900.00	\$5,900.00	\$0.00	\$3,968.89	\$611.57	\$1,931.11	67
20-4452-2600 GAS, GREASE, & OIL	\$3,000.00	\$3,000.00	\$0.00	\$2,590.95	\$971.03	\$409.05	86
20-4452-2800 MATERIALS & SUPPLIES	\$4,400.00	\$4,400.00	\$0.00	\$2,766.03	\$224.88	\$1,633.97	63
20-4452-2850 PERMIT FEES & DUES	\$12,725.00	\$12,725.00	\$0.00	\$9,778.90	\$700.90	\$2,946.10	77
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	\$1,046.90	\$4,949.97	\$0.00	\$4,503.13	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	\$4,840.21	\$434.22	\$3,659.79	57
20-4452-3300 BUILDING MAINTENANC	\$10,100.00	\$10,100.00	\$0.00	\$5,319.72	\$212.53	\$4,780.28	53
20-4452-3400 REPAIRS EQUIPMENT	\$50,000.00	\$50,000.00	\$2,251.46	\$30,124.38	\$10,592.66	\$17,624.16	60
20-4452-3700 TRAVEL & TRAINING	\$13,200.00	\$13,200.00	\$0.00	\$4,148.00	\$925.00	\$9,052.00	31
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	\$320,744.00	\$0.00	\$160,376.00	67
20-4453-0990 CIP PROJECTS	\$117,500.00	\$117,500.00	\$40,109.00	\$62,001.03	\$0.00	\$15,389.97	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	\$715.69	\$0.00	(\$715.69)	0
20-4461-9003 HEALTH INSURANCE	\$0.00	\$0.00	\$0.00	\$599.96	\$0.00	(\$599.96)	0
20-4462-2855 COMPUTERS & SOFTWA	\$0.00	\$0.00	\$0.00	\$76.95	\$0.00	(\$76.95)	0
20-4462-3201 I/T SUPPORT	\$0.00	\$0.00	\$0.00	\$356.72	\$0.00	(\$356.72)	0
Reporting Fund: 20-WATER FUND							
FundRevTot	\$3,592,000.00	\$3,592,000.00	\$0.00	\$2,385,339.66	\$470,103.05	(\$1,206,660.34)	66
FundExpTot	\$3,592,000.00	\$3,660,023.18	\$49,899.14	\$1,640,348.28	\$121,279.36	\$1,969,775.76	46
Reporting Fund: 30-SEWER FUND							
30-3370-1000 SEWER REVENUE	\$2,472,635.00	\$2,472,635.00	\$0.00	\$2,033,635.65	\$290,389.12	(\$438,999.35)	82
30-3370-2000 SEWER PENALTIES	\$50,000.00	\$50,000.00	\$0.00	\$11,050.00	\$0.00	(\$38,950.00)	22
30-3370-3000 SEWER AVAILABILITY F	\$153,000.00	\$153,000.00	\$0.00	\$260,853.13	\$27,000.00	\$107,853.13	170
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	\$105,240.27	\$0.00	\$65,240.27	263
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	\$69,024.98	\$10,351.25	\$24,104.02	74
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	\$692.83	\$86.83	\$307.17	69
30-4411-9001 FICA - ADMININSTRATI	\$7,135.00	\$7,135.00	\$0.00	\$5,334.18	\$798.50	\$1,800.82	75
30-4411-9002 VRS - ADMINISTRATION	\$13,366.00	\$13,366.00	\$0.00	\$15,877.64	\$0.00	(\$2,511.64)	119
30-4411-9003 HEALTH INSURANCE	\$11,461.00	\$11,461.00	\$0.00	\$9,069.58	\$0.00	\$2,391.42	79
30-4412-1600 INSURANCE PREMIUMS	\$5,500.00	\$5,500.00	\$0.00	\$5,734.43	\$0.00	(\$234.43)	104
30-4412-2000 CONTRACTUAL SERVICE	\$24,280.00	\$24,280.00	\$0.00	\$13,801.06	\$2,858.00	\$10,478.94	57
30-4412-2100 PROFESSIONAL SERVICE	\$16,500.00	\$16,500.00	\$0.00	\$15,513.45	\$0.00	\$986.55	94
30-4412-2200 TELEPHONE	\$3,000.00	\$3,000.00	\$0.00	\$1,609.36	\$205.05	\$1,390.64	54
30-4412-2300 ELECTRICITY	\$4,400.00	\$4,400.00	\$0.00	\$3,325.24	\$344.60	\$1,074.76	76
30-4412-2500 FUEL-HEAT	\$800.00	\$800.00	\$0.00	\$737.93	\$167.43	\$62.07	92
30-4412-2800 MATERIALS & SUPPLIES	\$20,880.00	\$20,880.00	\$0.00	\$15,344.08	\$1,222.95	\$5,535.92	73
30-4412-2855 COMPUTERS & SOFTWA	\$2,000.00	\$2,000.00	\$0.00	\$119.74	\$39.60	\$1,880.26	6
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	\$3,087.08	\$2.61	(\$587.08)	123
30-4412-3201 I/T SUPPORT	\$3,500.00	\$3,500.00	\$0.00	\$3,110.61	\$238.82	\$389.39	89
30-4412-3300 BUILDING MAINTENANC	\$6,410.00	\$6,410.00	\$1,315.05	\$5,006.39	\$1,296.22	\$88.56	78
30-4412-3700 TRAVEL & TRAINING	\$3,300.00	\$3,300.00	\$0.00	\$290.40	\$0.00	\$3,009.60	9
30-4412-9000 CONTINGENCY	\$15,000.00	\$15,000.00	\$0.00	\$617.87	\$0.00	\$14,382.13	4

Town of Strasburg

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30-4421-7000 SALARIES & WAGES	\$9,134.00	\$9,134.00	\$0.00	\$8,656.63	\$605.76	\$477.37	95
30-4421-9001 FICA	\$699.00	\$699.00	\$0.00	\$662.27	\$46.35	\$36.73	95
30-4421-9002 VRS	\$1,309.00	\$1,309.00	\$0.00	\$1,075.53	\$0.00	\$233.47	82
30-4421-9003 HEALTH INSURANCE	\$1,116.00	\$1,116.00	\$0.00	\$891.46	\$0.00	\$224.54	80
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	\$0.00	(\$6.03)	0
30-4422-3201 I/T SUPPORT	\$0.00	\$0.00	\$0.00	\$355.07	\$0.00	(\$355.07)	0
30-4431-7000 SALARIES & WAGES - R	\$169,550.00	\$169,550.00	\$0.00	\$110,219.49	\$17,028.57	\$59,330.51	65
30-4431-8000 SALARIES & WAGES - P	\$14,081.00	\$14,081.00	\$0.00	\$6,936.69	\$720.18	\$7,144.31	49
30-4431-9000 SALARIES & WAGES - O	\$5,550.00	\$5,550.00	\$0.00	\$5,504.99	\$734.17	\$45.01	99
30-4431-9001 FICA - PUBLIC WORKS	\$14,814.00	\$14,814.00	\$0.00	\$9,306.56	\$1,413.97	\$5,507.44	63
30-4431-9002 VRS - PUBLIC WORKS	\$25,728.00	\$25,728.00	\$0.00	\$14,120.44	\$0.00	\$11,607.56	55
30-4431-9003 HEALTH INSURANCE	\$38,500.00	\$38,500.00	\$0.00	\$18,827.92	\$0.00	\$19,672.08	49
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	\$10,240.03	\$0.00	(\$1,240.03)	114
30-4432-1900 CHEMICALS	\$20,000.00	\$20,000.00	\$9,479.10	\$18,311.19	\$0.00	(\$7,790.29)	92
30-4432-2000 CONTRACTUAL SERVICE	\$11,305.00	\$11,305.00	\$0.00	\$6,453.54	\$74.85	\$4,851.46	57
30-4432-2200 TELEPHONE	\$6,320.00	\$6,320.00	\$0.00	\$4,035.69	\$224.12	\$2,284.31	64
30-4432-2300 ELECTRICITY	\$7,540.00	\$7,540.00	\$0.00	\$3,419.86	\$502.50	\$4,120.14	45
30-4432-2500 FUEL-HEAT	\$4,950.00	\$4,950.00	\$1,250.00	\$3,596.58	\$562.78	\$103.42	73
30-4432-2600 GAS, GREASE & OIL	\$11,170.00	\$11,170.00	\$0.00	\$8,451.71	\$699.55	\$2,718.29	76
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	\$2,626.70	\$342.47	\$5,043.30	34
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	\$230.00	\$158.39	\$1,470.00	14
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	\$4,605.80	\$382.11	(\$405.80)	110
30-4432-3300 BUILDING MAINTENANC	\$6,235.00	\$6,235.00	\$0.00	\$2,778.95	\$0.00	\$3,456.05	45
30-4432-3400 REPAIRS EQUIPMENT	\$21,385.00	\$23,531.07	\$3,514.83	\$8,474.38	\$346.36	\$11,541.86	36
30-4432-3700 TRAVEL & TRAINING	\$6,650.00	\$6,650.00	\$0.00	\$256.80	\$72.00	\$6,393.20	4
30-4432-3800 MISS UTILITY	\$980.00	\$980.00	\$0.00	\$398.33	\$27.70	\$581.67	41
30-4432-4000 UNIFORMS/PPE	\$6,640.00	\$6,640.00	\$0.00	\$968.60	\$103.67	\$5,671.40	15
30-4432-4300 VEHICLE/EQUIPMENT PA	\$7,140.00	\$7,140.00	\$0.00	\$5,711.92	\$0.00	\$1,428.08	80
30-4432-4500 INFRASTRUCTURE REPA	\$100,000.00	\$100,000.00	\$153.32	\$11,797.51	\$48.18	\$88,049.17	12
30-4432-4800 EQUIPMENT	\$5,940.00	\$5,940.00	\$0.00	\$3,003.74	\$2,250.00	\$2,936.26	51
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	\$282,568.23	\$44,418.50	\$103,596.77	73
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	\$6,658.94	\$341.96	\$5,041.06	57
30-4451-9001 FICA - SEWER TREATME	\$29,658.00	\$29,658.00	\$0.00	\$20,354.12	\$3,131.24	\$9,303.88	69
30-4451-9002 VRS - SEWER TREATMEN	\$55,553.00	\$55,553.00	\$0.00	\$34,277.62	\$0.00	\$21,275.38	62
30-4451-9003 HEALTH INSURANCE	\$56,578.00	\$56,578.00	\$0.00	\$32,798.50	\$0.00	\$23,779.50	58
30-4451-9005 EMPLOYEE STIPEND	\$500.00	\$500.00	\$0.00	\$1,146.65	\$145.35	(\$646.65)	229
30-4452-1600 INSURANCE PREMIUMS	\$22,000.00	\$22,000.00	\$0.00	\$22,937.67	\$0.00	(\$937.67)	104
30-4452-1900 CHEMICALS	\$170,100.00	\$170,100.00	\$14,032.48	\$144,875.99	\$6,668.70	\$11,191.53	85
30-4452-2000 CONTRACTUAL SERVICE	\$31,500.00	\$31,500.00	\$0.00	\$28,979.52	\$1,809.44	\$2,520.48	92
30-4452-2200 TELEPHONE	\$7,800.00	\$7,800.00	\$0.00	\$2,532.57	\$264.77	\$5,267.43	32
30-4452-2300 ELECTRICITY	\$175,000.00	\$175,000.00	\$0.00	\$114,017.80	\$15,548.19	\$60,982.20	65
30-4452-2500 FUEL-HEAT	\$8,000.00	\$8,000.00	\$0.00	\$3,968.23	\$0.00	\$4,031.77	50
30-4452-2600 GAS, GREASE, & OIL	\$7,200.00	\$7,200.00	\$0.00	\$956.30	\$150.79	\$6,243.70	13
30-4452-2800 MATERIALS & SUPPLIES	\$10,500.00	\$10,500.00	\$0.00	\$6,930.02	\$653.10	\$3,569.98	66
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	\$0.00	\$26,454.41	\$4,678.81	\$16,645.59	61
30-4452-3000 MISCELLANEOUS	\$2,250.00	\$2,250.00	\$0.00	\$29.90	\$0.00	\$2,220.10	1

Town of Strasburg

Account	Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
30-4452-3100 TESTING	\$6,400.00	\$6,400.00	\$0.00	\$2,300.00	\$0.00	\$4,100.00	36
30-4452-3201 I/T SUPPORT	\$5,500.00	\$5,500.00	\$0.00	\$5,477.04	\$506.59	\$22.96	100
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	\$3,130.00	\$42,763.43	\$8,805.42	\$59,206.57	41
30-4452-3450 PUMP STATION REPAIR	\$17,000.00	\$17,000.00	\$7,072.85	\$22,700.01	\$5,860.25	(\$12,772.86)	134
30-4452-3700 TRAVEL & TRAINING	\$4,740.00	\$4,740.00	\$0.00	\$1,749.78	\$480.00	\$2,990.22	37
30-4452-4000 UNIFORMS	\$5,980.00	\$5,980.00	\$0.00	\$1,042.40	\$0.00	\$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	\$50,901.42	\$16,405.58	\$51,298.58	50
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	\$715.69	\$0.00	(\$715.69)	0
30-4461-9003 HEALTH INSURANCE ER	\$0.00	\$0.00	\$0.00	\$599.96	\$0.00	(\$599.96)	0
30-4462-2855 COMPUTERS & SOFTWA	\$0.00	\$0.00	\$0.00	\$30.54	\$0.00	(\$30.54)	0
30-4462-3201 I/T SUPPORT	\$0.00	\$0.00	\$0.00	\$391.80	\$0.00	(\$391.80)	0
Reporting Fund: 30-SEWER FUND							
FundRevTot	\$4,182,624.00	\$4,182,624.00	\$0.00	\$2,414,576.02	\$317,389.12	(\$1,768,047.98)	58
FundExpTot	\$4,182,624.00	\$4,250,647.18	\$228,809.63	\$1,758,054.82	\$153,824.23	\$2,263,782.73	47
Reporting Fund: 40-TRASH FUND							
40-3480-1000 TRASH COLLECTION FEE	\$501,900.00	\$501,900.00	\$0.00	\$389,674.67	\$43,873.78	(\$112,225.33)	78
40-4462-4200 LANDFILL TIPPING FEE	\$104,000.00	\$104,000.00	\$0.00	\$68,735.68	\$8,001.06	\$35,264.32	66
40-4462-4900 TRASH COLLECTION	\$397,900.00	\$397,900.00	\$0.00	\$297,652.52	\$37,825.52	\$100,247.48	75
Reporting Fund: 40-TRASH FUND							
FundRevTot	\$501,900.00	\$501,900.00	\$0.00	\$389,674.67	\$43,873.78	(\$112,225.33)	78
FundExpTot	\$501,900.00	\$501,900.00	\$0.00	\$366,388.20	\$45,826.58	\$135,511.80	73
Reporting Fund: 60-AMERICAN RESCUE PLAN							
60-3330-7011 AMERICAN RESCUE PLA	\$0.00	\$0.00	\$0.00	\$144,471.12	\$0.00	\$144,471.12	0
60-5910-0001 AMERICAN RESCUE PLA	\$0.00	\$0.00	\$0.00	\$16,975.32	\$438.10	(\$16,975.32)	0
60-5920-0001 AMERICAN RESCUE PLA	\$0.00	\$0.00	\$17,000.00	\$233,875.36	\$16,512.00	(\$250,875.36)	0
Reporting Fund: 60-AMERICAN RESCUE PLAN							
FundRevTot	\$0.00	\$0.00	\$0.00	\$144,471.12	\$0.00	\$144,471.12	0
FundExpTot	\$0.00	\$0.00	\$17,000.00	\$250,850.68	\$16,950.10	(\$267,850.68)	0
Grand Totals:							
TotalRev	\$19,810,482.00	\$19,810,482.00	\$0.00	\$9,425,415.75	\$1,087,422.80	(\$10,385,066.25)	48
TotalExp	\$19,810,482.00	\$20,160,512.47	\$322,282.52	\$8,224,257.00	\$742,988.82	\$11,613,972.95	42



Memorandum

To: Mayor Boies & Members of Town Council
From: Wayne Sager, Chief of Police
Date: 04/05/2024
Re: Monthly Update to Council

The Strasburg Police Department answered **1375** calls for service in the month of **March 2024**.

Adult Criminal Charges (10)

- 1 Domestic Assault & Battery (M)
- 2 Possession of a Controlled Drug (F, separate defendants)
- 1 Underage Possession of Marijuana (M)
- 1 Child Endangerment (F)
- 2 Contributing to the Delinquency of a Minor (M, same defendant)
- 2 DUI (M, separate defendants)
- 1 Refusal of Blood/Breath Test (M)

Juvenile Criminal Charges (0)

Traffic Violations (22)

- 8 Speeding
- 1 Reckless Driving
- 5 Expired State Inspection
- 1 Expired State Registration
- 1 No Driver's License
- 1 Fail to Obey Highway Signs
- 4 Failure to Wear Seatbelt
- 1 Improper Exhaust

Ordinance Violations in March (7)

Uses of Narcan in March (1)



Memorandum

To: Mayor Boies and Strasburg Town Council
From: Amy Keller, Office & HR Manager
Date: April 4, 2024
Re: February Monthly Update to Council

Monthly Employee Update: April 2024 (for March 2024)

<u>New Employees</u>	<u>Department</u>	<u>Effective Date</u>
Monica McClure	Comm. Initiatives	3/25/24

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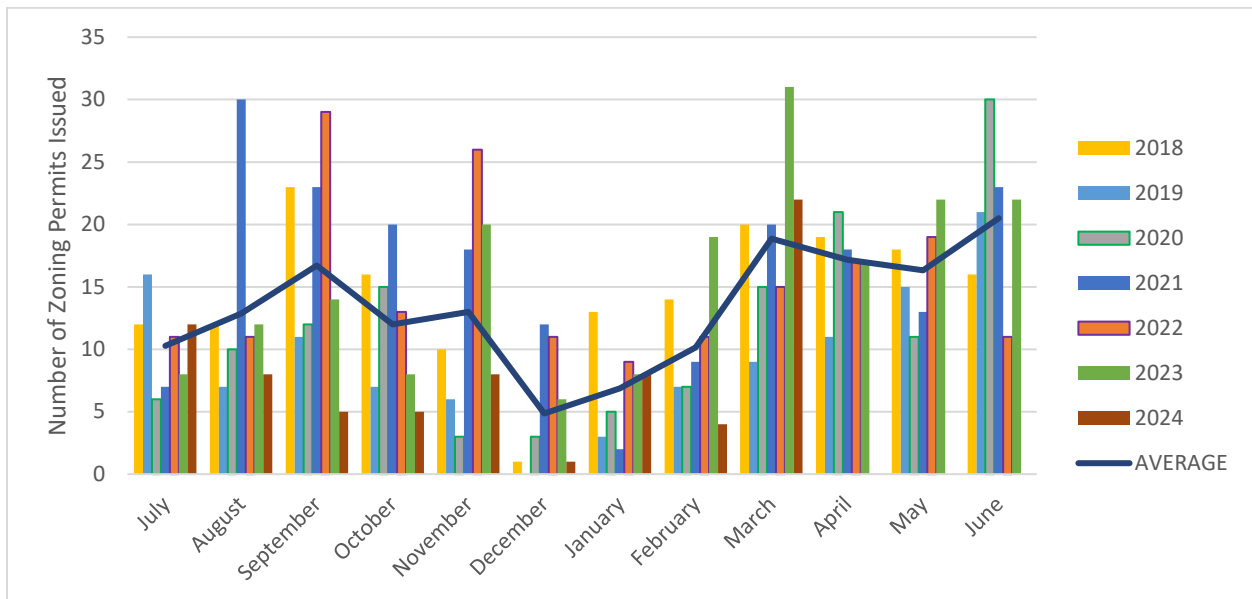


Memorandum

To: Mayor Boies and Strasburg Town Council
 From: Brian Otis, Director of Planning & Public Services
 Date: April 9, 2024
 Re: Monthly Update to Council (March) 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	22	4	450.00%	31	-29.03%	18.9	16.40%
		Comparison to last month		Comparison to last year		Comparison of Current month over the last 7 years.	

***NOTES:**

1. March permit total is the second highest March in the last seven years.
2. Expectations of permit totals for this summer to increase due to Summit Crossing Townhomes.



Boards and Commissions

No meetings were held in March.

Additional Items

- Monica McClure has adjusted well to her position of Zoning Technician. She is becoming proficient in zoning permit applications and zoning violations while learning the aspects of the UDO.
- Reviewed the rezoning for the Cedar Creek Commercial project. Provided comments to the engineer to address prior to presentation to the Planning Commission and Town Council.
- Summit Crossing Townhome project expected to begin this summer. Site plan is approved. New bonds need to be posted and new zoning permits issued.
- Preparing documents and a presentation for the April 23rd joint meeting for the ordinance first reading.

Department of Public Works

Meter Service request

- 8 Add Reading.
- 14 Reactivate Account.
- 6 Turn off.
- 10 Turn on.
- 1 water pressure check.
- Data Logged 12 water meters.
- Installed 3 new meters.

Office Request

- Delivered 6 Notices.
- Delivered 12 Waste Containers.
- Picked up 3 Waste Containers.

Meter Installation

- Replaced 17 water meters.

AMI Water Meter Project

- The AMI gateways have been activated. We are scheduling training.

Water and Sewer

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



Streets

- Replacing NO Parking Signs.
- Repaired banner cables for roadway banner.
- 1 dead animal pickup.
- Installed storm pipe on Aileen Ave.

Horticulture

- Worked in Flower beds.
- Replaced 4 streetscape trees.
- Performed Dog Park turf maintenance.

Inspections

- Performed testing on Valley Health Site.

Miss Utility Locates

- Performed 92 Miss Utility Locates.

Shelter Rentals

- 3 shelter rentals.

Utilities Department

Water Treatment Plant

TREATMENT

- Water Treatment Plant produced 26.867 MG for the month of March.
- Operating at 34.7% capacity
- Average Daily Flow .867 MGD

BULK WATER SALES

- Staff filled 22 bulk water trucks for a total of 21,615 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.
- On March 21st, while in the process of getting the tank ready to be placed in service, we had another tree fall onto the Reservoir Membrane Cover causing several rips and holes. RTD is scheduled to be on site 4/4-4/5 for repairs. We will continue with the work to place reservoir back in service once the repairs are completed.



FORT VALLEY(STRASBURG) RESERVOIR

- Inspection scheduled to be completed on April 8th to remain in compliance with our DCR operating permit.

SETTLING BASIN AT RAM DRIVE WTP

- Concrete core samples have been collected for analysis. Results should be available sometime in the beginning of May.

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 have been delivered. Scheduling with installer for available dates to complete project.

SCADA SOFTWARE UPGRADE CIP

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

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 onsite, and the installation is set for May 6th.

Dairy Sampling Station Project:

- Letter of recommendation sent to milk plant.
- Project on the flow weir seems to be starting, they have asked to make the station available April 4th and 5th for engineers.

Pre-treatment permitting:

- Also 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. But now we have an issue with the drain line not working. Have called GB Folts back in to see what happened.
- 2 thickeners shafts on belt press #1 have broken and will need to be replaced. The lead time on getting replacements is months out. We were advised by Aeromod to have a welder fix them until replacements can be made.
- Pumping issues at Taylors ridge at the bottom of wet well will need to be investigated.
- Paterson Construction was looking at construction costs for Junction1 station and Stover Ave pumping station.
- Still working with AT&T to get plant Scada transitioned to First Net.
- The laboratory passed its biennial inspection from Department Consolidated laboratory services.
- Plant had one operator increase his state license from class 3 operator to class 2 operator.

Budget

- Working on CIP Quotes



Memorandum

To: Mayor Boies and Strasburg Town Council
From: Visitor Center Staff
Date: April 4, 2024
Re: March Monthly Update to Council

Visitor Center

- **Programs:**

March 27 – A walking club (14 members) enjoyed our trails and then the museum.

March 28 – Volunteers from the Strasburg Museum and Strasburg Heritage Association joined staff from the Visitor Center and Town Hall to stuff more than 1,000 eggs for the Easter Egg Hunt.

March 30 – The Visitor Center hosted its **FIRST Easter Egg Hunt**. More than 100 children hunted eggs, did crafts, and listened to a story read to them by Officer Nixon or Officer Rick. With family members, it is thought about 250 people were on the grounds of the VC for the event. Special thanks to all those who helped in any way to make this a most successful venture. A **BIG** thank you goes out to all of our youth volunteers, some of whom are members of the Strasburg High School FCCLA but some who just volunteered their time. The egg hiding went much quicker and smoother because of their help.

- The **Visitor Center** welcomed **879** visitors in March (averaging 28.35 per day).

- ❖ **Visitors by Location on our Guest Log for March 2024**

- Virginia: 84, with 29 coming from Strasburg
- District of Columbia = 2
- Other States:
 - Alabama = 2
 - Alaska = 2
 - Connecticut = 9
 - Florida = 3
 - Maine = 2
 - Maryland = 18
 - Massachusetts = 4
 - Michigan = 1
 - Minnesota = 2
 - Missouri = 2
 - Montana = 1
 - New Hampshire = 2
 - New Jersey = 10
 - New York = 2
 - North Carolina = 4
 - Pennsylvania = 7
 - Tennessee = 5
 - Texas = 1
 - Vermont = 8
 - Washington = 1
 - West Virginia = 7
- Other Countries: England = 4; Indonesia = 2; Canada = 2

The museum had **207** admissions.

Total sales for the Gift Shop in March: **\$1,119.18**



Memorandum

To: Mayor Boies and Strasburg Town Council
From: Business and Engagement Coordinator McKee
Date: 4/2024
Re: March Monthly Update to Council

Economic Development (Business Attraction, Workforce, Business Support)

- Walked and spoke with every downtown business with John Fogle (ShenCo Business Retention and Expansion Manager) for introductions and invitations to participate in the RevUp Shenco Program.
- Attended semi-annual regional coalition meeting hosted by SCCFVA to discuss marketing, landlord and HR resources and opportunities for local businesses and brainstorm educational programming to strengthen downtown businesses.
- Cohosted with library staff "One Hour Website" meeting at library. Helped 3 small businesses launch simple websites and monetize existing social platform usage. Scheduled future small business meetings for every 3rd Tuesday of the month.

Tourism + Quality of Life

- Most of March was spent communicating with 80+ vendors, food trucks and local partners for Vintage in the Valley. Developing a map layout that encourages traffic flow to the extremities of downtown businesses and an inclusive event that benefits everyone, regardless of engagement level. Creating a vendor layout that highlighted Strasburg Farmers Market and local entrepreneurs.
 - Lightly assisted Visitor Center Staff in registering and social media push for their successful and well attended egg hunt event at that location.
 - Front Porch Friday concert series concession and sponsorship recruitment
 - Altered application 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. Made sure to include a larger portion of the festival for local artists to stay within the spirit and guidelines of the grant funding.
- Graphic design work on new tourism items (postcards, stickers to encourage outdoor recreation for Spring.