

Town of Strasburg

SPECIAL MESSAGE TO THE PUBLIC

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by 4:00 p.m., Tuesday, August 8, 2023

Town Council Regular Meeting

Strasburg Town Hall
174 W King St
Strasburg, VA 22657

Tuesday, August 8, 2023
7 p.m.

Town Council Members:

Brandy Hawkins Boies, Mayor
A.D. Carter, IV
Dane Hooser
Ashleigh Kimmons
Andrew Lowder

Emily Reynolds, Vice Mayor
Christie Monahan
Brad Stover
Vacant

Staff Contact:

J. Waverly Coggsdale, III, Town Manager



Town Council *Preliminary* Agenda – Tuesday, August 8, 2023

Please, silence all cellular devices. Thank you.

Call to Order – Mayor Brandy Boies

Pledge of Allegiance –

Invocation – Rev. David Howard, pastor of Strasburg Presbyterian Church

Roll Call – Amy Keller, Clerk of Council

Introduction and Recognition of Visitors and Guests:

Mayor's Comments:

Citizen Comments:

Consent Agenda:

- 1) Minutes of the July 5, 2023 Work Session, Minutes of the July 11, 2023 Regular Council meeting

Old Business (Discussion and/or Action):

1.) Comprehensive Plan Amendment (CPA23-0001) requested by Landmark Atlantic Holdings, LLC

Description: A Comprehensive Plan Amendment (CPA23-0001) requested by Landmark Atlantic Holdings, LLC, owner, for property identified as Tax Map 016 A 167A located at 144 Fort Bowman Road, approximately seven hundred feet east of the intersection of Fort Bowman Road and Old Valley Pike and containing 3.306 acres. The request is to recategorize the Highway Commercial Development Area to a Residential Development Area.

Staff Contact: Brian Otis, Planning & Zoning Administrator

Support Materials:

2.) Rezoning Application (REZ23-0001) requested by Landmark Atlantic Holdings, LLC

Description: A Rezoning application (REZ23-0001) requested by Landmark Atlantic Holdings, LLC, owner, for property identified as Tax Map 016 A 167A located at 144 Fort Bowman Road, approximately seven hundred feet east of the intersection of Fort Bowman Road and Old Valley Pike and containing 3.306 acres. The request is to rezone the subject property from the Highway Commercial District to the Multi-Family Residential District, construct 29 townhomes, and extend Homewood Way to this development as the primary access.

Staff Contact: Brian Otis, Planning & Zoning Administrator

Support Materials:

3.) Budget Amendments/Adjustments/Carryovers

Description: Review of the FY2023 Budget Amendments and the FY2024 Budget Reappropriations (Carry Overs) and setting of public hearing(s).

Staff Contact: Waverly Coggsdale, Town Manager

Support Materials: Staff memo, Budget Amendment, Budget Reappropriation (Carryover)

4.) South Loudon Street Nuisance Property

Description: Vacant property at South Loudoun Street which is currently a nuisance due to overgrowth and safety concerns of trees on the property.

Staff Contact: Brian Otis, Planning & Zoning Administrator

Support Materials: Staff Report

New Business:

1.) Boy Scout Troop 5 Eagle Scout Project

Reports:

1. Departmental Reports (Included in Agenda Packet)
2. Town Attorney

If you require a translator or any type of reasonable accommodation as a result of physical, sensory, or mental disability in order to participate in this meeting, please contact Amy Keller, Clerk of Council, at 540-465-9197 or akeller@strasburgva.com. Three days notice is required.

3. Special Committees

Council Member Comments:

Closed Meeting:

- Pursuant to Code of Virginia §2.2-3711(A)(1) for discussion, consideration, or interviews of prospective candidates for employment, assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body. The subject of the closed meeting is to interview candidates for a vacant Council position.
- Pursuant to Code of Virginia §2.2-3711(A)(7) for consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probably litigation, where such consultation or briefing in the open meeting would adversely affect the negotiating or litigating posture of the public body.

Action from Closed Meetings (if needed):

Adjournment

INTRODUCTION and RECOGNITION of VISITORS AND GUESTS



Introduction and Recognition of Visitors and Guests/Presentations

Monthly Employee Update: August 2023 (for July 2023)

<u>New Employees</u>	<u>Department</u>	<u>Effective Date</u>
<u>Promotions/Transfers</u>	<u>Department</u>	<u>Effective Date</u>
John “Jay” Magdinec <i>(Lieutenant to Captain)</i>	Public Safety	07/01/2023
Eric Ramey <i>(Sergeant to Patrol Lieutenant)</i>	Public Safety	07/01/2023
<u>Resignations/Terminations</u>	<u>Department</u>	<u>Effective Date</u>
<u>Milestones</u>	<u>Department</u>	<u>Years/Date</u>

MAYOR'S COMMENTS



CITIZEN'S COMMENTS (Non-Agenda Items)



CONSENT AGENDA



MINUTES OF THE STRASBURG TOWN COUNCIL WORK SESSION HELD ON WEDNESDAY, JULY 5, 2023 AT 7 P.M. IN THE COUNCIL CHAMBERS OF THE STRASBURG TOWN HALL.

COUNCIL MEMBERS PRESENT: Vice Mayor Reynolds, and Council Members Carter, Hooser, Kimmons, Lowder, Monahan, Ricard, and Stover. Absent: Mayor Boies

Vice Mayor Reynolds called the Work Session to order.

Public Hearing:

- 1.) **Special Use Permit application SUP2023-0007 requested by FIDUM COMPANY, owner, for property identified as Tax Map 025A201B059 006 located at 395 Stonewall Street fifty feet north of the intersection of Stonewall Street and Thompson Street and containing 0.138 acres. The request is to permit short-term rental use within the existing detached single-family dwelling.**

- **Staff Report – (attachment)**

P&Z Administrator Otis reviewed the staff report regarding this application (included in the Council packet). The dwelling is within an area of single-family homes in a Medium Density Residential (MDR). Per the application, the parking provided is two off-street spaces; **P&Z Administrator Otis** explained the parking requirement. If the dwelling is owner occupied, two spaces for the owner and one additional space for each guestroom must be provided. If not owner occupied, one space for each guestroom is required. Tax records identify this property as having three bedrooms.

Another requirement is the owner or representative for the property shall be available to respond, physically, within one hour to complaints regarding the condition, operation, or conduct of occupants of the short-term rental. The contact information for the individual/company required on the application as shown on the tax records identify the property owner as FIDUM Company Trustee with an address of Las Vegas, NV.

Staff does not recommend approval based on information provided on the application. However, if the following conditions are identified/modified to create a compliant use, staff would recommend approval.

1. Identify if the property is owner occupied to establish the correct amount of parking.
2. Provide the correct amount of parking by
 - A. Constructing additional, compliant off-street parking.
 - B. Reducing the number of guestrooms available/advertised.
3. Provide the contact information for a compliant local representative.

If the approval of the Special Use Permit is obtained, the following actions moving forward must be completed for the Short-term Rental to be a legal use.

- Obtain Local Representative information;
- Obtain a letter from the Shenandoah County Building Official identifying an approved life safety inspection;
- Obtain a Zoning Occupancy Approval for the Short-term Rental use;
- Annual renewal of the Occupancy Approval is required;
- If construction of additional parking is required. These spaces shall receive zoning approval and be constructed prior to the Zoning Occupancy Approval for the Short-term Rental use.

Comments were emailed to Council from **Kim Bishop** on this:

“To the council. I'm sorry I cannot be at the meeting in person tonight but I would like to address two issues on the agenda.

First the one asking for another short term rental in town on the corner of Thompson Street and Stonewall street. As a citizen I feel that we already have enough "hotels" ie. short term rentals dotting our neighborhoods. When this was voted on the Mayor and Council discussed that it would not be very many because it's too difficult to go through the hoops. Well, it seems almost every month another single family home is turned into a hotel, for lack of a better definition. I'm asking the town to vote no on this and add an amendment stating a maximum of short term rentals will be allowed in the town.

Second, the issue of changing 8 dwellings into 16 per acre and going from 4 units to 8 units per townhouse. One of my greatest regrets as a council person was voting to allow Cedarless Valley to go from small town home units of 4 to large ones of 8, because we got nothing in return from the developer. I ask that the council vote no on this change. Also, do we really need double the amount of homes in such a small area? You must add at least two cars per unit, and possibly more on an already congested area it does not make sense. Look at Pendleton Lane now...you can hardly drive down it safely as the spillover from the townhome parking moves to the street.

Please consider the already over dense traffic issues we have when voting on this increase and vote no. Also consider the schools, while I'm sure the developer would like more units I can guess that they probably aren't offering more in proffers for schools.

Thanks for your time. I hope you give this consideration.

very sincerely,

Kim Bishop”

The Public Hearing opened at 7:07 p.m.

Josephine Surprenant, 395 Stonewall Street, Strasburg, VA: Stated she is a graduate of Strasburg High School and mom of five. She thanked **P&Z Administrator Otis** for the clarification of the parking requirement. They have amended their application to have two guest rooms when it is not occupied by the owner while they work on the parking issue.

She is the local trustee for FIDUM Company, and her registered address is in Luray, and she will provide that information.

They acquired the property in 2020. The home was going to go to foreclosure. They were able to help the homeowner from going into foreclosure by getting a tenant in the house. Once COVID lifted, they were able to get the tenant her own home in Strasburg.

With five children, they have found it is easier to travel to these types of rentals. Rentals such as these fill a great need for families traveling with young children. As a realtor, she sees the need for people in transition between buying and selling a home. They also rent to professional people on short-term assignments. They can also house people with insurance needs. They have points of contact in the neighborhood, and the neighbors have also signed a petition stating they are in favor of this in the area.

They do have a local representative and she can provide information on this. They also have reviews of how responsive they have been when issues come up with renters.

Forest Suprenant, 395 Stonewall Street, Strasburg, VA: **Mr. Suprenant** spoke on the sentiment of the neighborhood. He walked the street to inform them of what they planned to do with the property, and the sentiment was that it was their property so if they wanted to rent it out, it wasn't their business. No adjacent neighbors are against this or complaining about it. He asked if Council would conditionally approve this, and if a parking space is needed, they will get this taken care of.

They are local --- Warren County and Page County, this is our neighborhood. They are not out in Las Vegas, that is the registered agent's address; that is only where the paperwork goes. Let them know what will work and they will do right by the community.

Seth Newman, 404 Rose Lane, Strasburg, VA: He was at the Planning Commission meeting and heard the speeches as to why the applicants wanted to do this. He agrees that it is their property, however they bought a house in an area that is not zoned for this. There are areas zoned for this, and as a realtor and professional in this town, you know this and it is not a surprise to anyone. If this is approved, it goes with the life of the property and that is a huge decision for this single-family neighborhood. He agreed with the Planning Commission when they made their decision. There are no compelling reasons to do this. The Planning Commission's reasons for denying were logical and made sense. This is a slippery slope. If this is approved, what prevents others in the neighborhood from doing the same thing? What is keeping people across town from doing the same thing? What is the compelling reason why they can do it and others can't? He agrees it is their property, but he also agrees with the Planning Commission on the decision to deny. He isn't here to break their business, but he "googled" what short-term means in the medical community for housing and it is 30 – 90 days. There is not a huge need for that here. There is not a compelling need for this that he has found to have less than 30 days. This is an airBnB and he wants to make sure Council knows that when doing this to the single family neighborhood.

Forest Suprenant responded to **Mr. Newman** by saying thirty days is an arbitrary number. He referenced the 14th amendment on the length of the stay. There are other houses on the street owned by "slum lords". Short-term rentals keep the curb appeal. Most people want to stay in an area that is nice.

Being no other speakers, the public hearing closed at 7:19 p.m.

- **Council Discussion**

Council Member Hooser said he has known **Josephine** for a long time, and he knows she would manage it well. He agrees with **Mr. Newman**. This is a residential neighborhood. Fundamentally, he doesn't think things such as this are good for the town. A young person from Strasburg never gets a chance to buy something in town. It is not personal, but he can't vote for it.

Council Member Monahan said in the historic district, she loves the ones we have. Stonewall Street has always been an area where there is a problem with traffic. Are there studies that say the traffic is different with an airBnB than other housing? **P&Z Administrator Otis** said he has not found any information to show the usage is any different than other housing.

Vice Mayor Reynolds said the Planning Commission did not recommend approval for many of the reasons stated earlier. One of the members does not think non-owner occupied rentals should be allowed. The list of unmet requirements was a main reason for denial. Personally, she agrees that the short-term rentals we now have are closer to the historic district, which helps with tourism. When this was first passed, she knew she would have a hard time approving something in a residential area. It was a unanimous vote to deny.

Council Member Stover said when he read it was a unanimous decision by the Planning Commission, he knew he would have a hard time voting in favor. He does not feel comfortable going against their advice, especially with the outstanding issues. At this time, he would have to vote no.

Council Member Carter agreed with the house being in a predominantly residential area and not in the historic district. Most know their neighbors and when you bring in the STR, this brings in a different element which brings in another call for concern which he does not think belongs here.

Council Member Lowder asked for the reasons given by the applicant to be reiterated or given.

Mr. Surprenant said all adjacent neighbors, who the Town Council works for, are in favor of this SUP for the STR. As elected officials, they should know that these are the ones with the most at stake. He had a signed petition for approval of the SUP by everybody on the street who is around them who is in favor. This does bring revenue to the town through tourism. It fulfills a need for people who need housing. It is good for the neighborhood. If parking is the reason for not getting approved, let them fix that. He feels suckered. They paid 600 bucks for the SUP application and now he just wants a fair shake.

Council Member Lowder asked if having a STR in a neighborhood detracts from the value of the homes in the neighborhood. **P&Z Administrator Otis** said that is not easy to answer. STR's were very big in the northwest. Seattle tried to draw them back because they had so many. There comes a point when it might be considered a rental community. He can't give the market numbers for this.

Town Manager Coggsdale said this is not our area of expertise. You would need to look at the real estate community for this. He said an STR is for less than 30 days. Anything over 30 days does not need any permission as it is just rental property. Short Term Rentals came from the traditional BnB's which then became short term rentals and this ordinance only deals with 30 days or less.

Council Member Carter said a lot of the emergency use rentals are more than 30 days. This would not require approval from Council.

This will be added to the agenda for the next Council meeting.

- 2.) **Special Use Permit application SUP2023-0006 requested by TRI-J DRD LLC, owner, for property identified as Tax Map Numbers (025A201B052 010; 025A201B052 012; 025A201B052 014; 025A201B052 016; 025A201B052 018; 025A201B052 020; 025A201B052 022; 025A201B052 024; 025A201B052 026; 025A201B052 028; 025A201B052 030; 025A201B052 032; 025A201B055 011; 025A201B055 013; 025A201B055 015; 025A201B055 017; 025A201B055 019; 025A201B055 021; 025A201B055 023; 025A201B055 026) located along the unimproved portion of Mineral Street from John Marshall Highway to Pendleton Lane, approximately 430 feet west of North Massanutten Street on John Marshall Highway. The property is within the Medium Density Residential District and contains 3.68 acres. The request is to increase the density from 8 dwelling units per acre to 16 dwelling units per acre and increase the number of units per building from 4 units per building to 8 units per building for a townhouse development.**

- **Staff Report**

P&Z Administrator Otis said this application is a request for an increase in the number of townhouses in a medium density residential zoning district. A SUP is required when increasing the number of units above four; the applicant would like to build eight units per building. The lot is 5.13 acres and speaking just on the size of the lot, no setbacks, etc., 41 townhomes would be allowed, by right.

After the Planning Commission meeting, **P&Z Administrator Otis** talked to the stormwater team for Shenandoah County. The town requires a 50' buffer from town run. This might cause a change to the design of the townhome community.

VDOT comments were reviewed. They recommended moving the parking area to the other end of the development.

P&Z Administrator Otis said the general density is eight units per acre in the MDR District. With the SUP, this could be increased to 16 units.

He reviewed the comments made by the Planning Commission.

Public Comments from the Planning Commission meeting:

o Roger Van Norton, 519 Burgess Street:

- sees an enormous amount of growth; referenced 400+ homes for this development
- national builders need to invest more in our community such as infrastructure
- use local trades people

o Seth Newman, 404 Rose Lane:

- only doing this for profit;
- asked about a retaining wall and who will maintain;
- what is the town getting for allowing this?
- referenced what a developer provided the community within a 2,000 acre- 2,400+ home development

Staff recommends approval of SUP for the following reasons:

- The increase in units per building does not impact the maximum density of 8 units per acre. 5.13 acres will accommodate 41 units at 8 units per acre.
- The proposed building design is consistent with the existing Hupps Ridge development in which this development will be connected to by Mineral Street as a through road.
- The roadway connections of the proposed development do not increase the impact on existing residential roadways.
 - o Direct access to John Marshal Highway, an arterial roadway to the south.
 - o Pendleton Land with a higher density townhouse development to the north.
 - o Pendleton Lane accesses John Marshal Highway via Frontier Fort Lane as the only route out of the Hupps Ridge Development.
 - o Future development is proposed in the Summit Crossing development that is intended to connect to the north side of Frontier Fort Lane.

Patrick Sowers, Dave Holliday Construction: Stated they have 20 lots and would connect John Marshall Highway to Pendleton Lane. This development will provide secondary ingress/egress to Hupps Ridge. He explained the water loop which is a big plus that people don't recognize. They will be looking at turn lanes with VDOT, but they do not think it will trigger this. This will create a hiking/biking trail. Essentially, it would be going from four sticks of townhouses to eight. It basically continues the Hupps Ridge neighborhood. They think it is a good project.

- **Public Hearing opened at 7:43 pm.**

Seth Newman, 404 Rose Lane, Strasburg, VA: So, some compelling reasons were given, and he wanted to talk about these. The water loop and the secondary access were given as reasons for approval. What does doubling the density have to do with that? We will already get this with the original density, so those are not compelling reasons.

He went on to talk about Special Use Permits. What is the compelling reason for granting this? He would like to know the compelling reason for voting in favor of this. There will be 40 units which will bring a minimum of 80 additional cars. Hupps Ridge already has people parking on the street. Strasburg already has infill, and we want to spread this out. He disagreed with the vote of the Planning Commission. The one person who had compelling reasons to deny was the chairperson. **Mr. Newman** did not hear a compelling reason for approving this by the Planning Commission. The Chairperson voiced some compelling reasons for not voting yes. We have 100+ townhomes going close to this whenever it might happen. What is the number one thing you see coming into town? It is townhouse rooftops.

He is a huge fan against monolithic retaining walls.

Is the traffic study before or after approval? **P&Z Administrator Otis** said it is before. He wanted to know why they are voting on this now. **Vice Mayor Reynolds** said it that will be discussed.

Mr. Newman concluded by saying there is only one way to get to Food Lion and it is through the intersection of Route 11 and Route 55.

Being no other speakers, the Public Hearing closed at 7:48 p.m.

- **Council Discussion**

Council Member Hooser said one compelling reason to have this is to not “sprawl” out. He doesn’t want to see us look like Northern Virginia where farms are being bought up and houses are spread out. He thinks increased density is generally good.

Council Member Ricard said she goes to Stephens City every day and she sees what happens. They thought they would be dense in town and not have it happen outside town, but that is not what is happening here. She doesn’t see a need for this.

Vice Mayor Reynolds asked how much the density is changing. **P&Z Administrator Otis** said by-right, they could have 41 dwellings and they are proposing 40 townhomes.

Council Member Hooser said the problem with Stephens City is they have lots of single-family communities. They did not build densely in town, so it had to spread out.

Council Member Kimmons said they used to live on Frontier Fort Lane so he knows about the growth of cars in the area. They only used their own two spaces. He can see the caution there. It is a pain to drive through there. He wonders if we could go from eight to six townhouses.

Vice Mayor Reynolds said the number of units is really not changing. **P&Z Administrator Otis** said the density is not changing; it is only the number per stick.

Council Member Carter said this would be more consistent with Hupps Ridge.

It was noted that they are asking for the SUP because they are increasing the number of units from four to eight. They are asking for 40 dwellings and by-right it is 41 units.

Mr. Newman asked about the eight units and setbacks between buildings. He asked if the setbacks were considered with the number of units. **P&Z Administrator Otis** said they are meeting the setback requirements.

Council Member Monahan asked why type of townhomes they are looking at. A picture was shown of the proposed townhomes. They will stagger and be three story homes with different rooflines.

P&Z Administrator Otis said when Hupps Ridge was put in, only two parking spaces per unit were required; this has been increased to 2.25 per unit.

Vice Mayor Reynolds asked if it should be on the consent or regular. It will be put on the regular agenda. **This will be added to the regular agenda.**

Introduction and Recognition of Visitors and Guests:

Citizen Comments on non-agenda item:

Discussion Items/Updates:

1.) Election of Town Officers - Per Town Charter (Section 18), the Town Council shall elect Town Officers at the first meeting in July in the year following regular town elections.

Town Manager Coggsdale said this is pursuant to the Town Charter. The election for Council has changed so this only allows for six months before electing the town officers. He listed the town officials to be elected. The slate of officers is brought to the Council, and they decide if they want to elect them to their position. He further explained how some positions have two titles such as the Clerk and Treasurer.

This will be added to the consent agenda.

2.) Village at Cedar Springs Planned Development Proffers – Update from ad-hoc committee on the proffers related to the Pifer House and Vesper Hall.

Council Member Kimmons said an ad-hoc committee was created consisting of himself and **Council Member Monahan**. They added **Linda Wheeler, Mary Redmon, Barbara Adamson,** and **Craig Ernst** to the committee. They met twice and have come up with a plan for the buildings. Pictures were shown of the houses in 2002 and how they look currently. He noted that these were two gorgeous homes that had been allowed to crumble.

A packet was given that gave information on the Pifer House. **Craig Ernst** is on the ARB and is experienced in restoring old houses. Examples of houses he has restored were pointed out.

Council Member Monahan said proffers were made to a previous Council and these proffers were shown. **Mr. Ernst's** report showed what would be required to preserve this house. The Pifer house is one of the earliest in the area. The original house was a log cabin, and the clap boards were added to protect the logs.

The committee discussed things that could be done with the Pifer House. The proffers state it will have to be preserved. The committee feels that Vesper Hall could be repaired. Regardless, they will have to do the Phase II study. They have said it will not fit into their business model. **Council Member Monahan** feels they need to show that they have explored ways to use it.

Council Member Kimmons said the developer said they have no intention of doing anything with Vesper Hall. He feels they need to be held to the details of the proffer. They can repair or they can sell it so others can restore it.

Council Member Hooser feels they could still do a commercial development behind Vesper Hall.

Council Member Monahan said it also appears they have room to do something on the other side of the road for commercial; **P&Z Administrator Otis** will have to look into this.

Vesper Hall was used as a Civil War hospital. It was asked if the houses are protected by any historical societies, and they are not. The history of how this came to be as far as the historic significance of the property was told. It was asked what the committee would like to have done on the property and they suggested an Airbnb or use it as the front entrance to a hotel.

Vice Mayor Reynolds said the Pifer House is the smaller house and Council has more “teeth” to preserve it. Regarding Vesper Hall, Council has no authority to pressure the preservation of it.

It was said that the developer will be at the July 11 meeting. Will the ad-hoc committee be ready to present at the next meeting? **Council Members Kimmons** and **Monahan** said they would be.

Council Member Carter asked for the presentation to be more concise as it was hard to follow.

Council Member Kimmons said there are murals on the wall of Vesper Hall. There are records of where the artist was paid to do these paintings.

Council Member Carter said with all of this, and the study being done, what does the town end up with. **Council Member Monahan** said it is more of a study for perpetuity of knowledge.

Vice Mayor Reynolds said the outcome of sharing the Phase II would just be to archive the history of the structure.

Barbara Adamson said the exact date of construction of the Pifer House is not known. Vesper Hall was built in 1859 and has fresco work in it. This type of work was done all over the county for a long time. If Vesper Hall is going to disappear, we want documentation of how it was built.

Linda Wheeler said she spent the day on the property. **Barbara and Wayne Sullivan** have lived in the house for many years. The back wall did not collapse; it was a porch that fell off. There is a serious leak that will continue to cause damage. She would like to document the damage. The Pifer House has an open door. **Mr. James Massey**, a former member of the ARB, took the pictures in 2002 and she took the pictures today. The Sullivan's have to be out of the house by the end of August. The house is full of antiques. They are elderly and need help in moving. They have always taken care of the building and the repairs. The building was under construction before the Civil War started; 1859 was for the completion of details.

Council Member Stover said he imagines that if the Council in 2002, knew there would be "no teeth" today, he hopes they would have done things differently; we need to learn from this. We need to have more "teeth". We will force you to do the things you promise.

Council Member Hooser said it sounds like they were specific with the Pifer House.

Council Member Carter said we need to ensure this is done.

Council Member Lowder said we need to appeal to their better side since we can't force them to do anything to Vesper Hall. **Council Member Kimmons** said the owners have been trying to say it has been in terrible shape since they bought it, but they have continued to collect rent on it.

Council Member Hooser asked if the murals could be removed if Vesper Hall disappears and **Ms. Adamson** does not feel it would work.

Information will be sent to **Town Attorney Helm** before the next meeting, so he is well versed on this.

Town Manager Coggsdale said for clarification, the developer will be coming to the July 11 meeting. They want the opportunity to tell what they are proposing.

Council Member Carter said the developers asked what they wanted done with the property.

Town Manager Coggsdale said he has provided them with comments, etc.

Vice Mayor Reynolds asked if the developers are aware of the committee. **Town Manager Coggsdale** said he believes they are and he will let them know of this presentation; he will be transparent with the developer.

Committee of the Whole (listed Areas of Focus will be discussed):

Council Member Kimmons said staff reached out to him about fencing in the park. The fencing does not allow people to cross from one side of the park to another. If some of the fencing is removed, it would cut down on weed-eating and make it easier for mowing. It is not conducive to moving around in the park.

Council Member Lowder said around the playground area, there are no cut-throughs. He would like to knock down the fencing.

Vice Mayor Reynolds asked if staff could explore ways to deal with this. **Town Manager**

Coggsdale said he will work with the liaison on this project.

Vice Mayor Reynolds asked about a follow-up with **Mellanie Shipe** on the fire siren. **Town Manager Coggsdale** said it will be within the next month. The next work session will be on July 31.

Council Member Comments:

Council Member Ricard said they were looking for a forever home and they have found it in Romney, West Virginia. They have given the people living there until August 24 to move out. Her last day on Council will be July 31. She has enjoyed her time on Council.

Council Member Monahan said when we gained **Council Member Kimmons** on Council, there was a procedure of advertising for the position and then Council interviewed the applicants. Would it be okay to give staff the go-ahead to advertise for the position.

Town Manager Coggsdale said the Town Charter gives the Council forty-five days once there is a vacancy to fill the spot. We will have 45 days from July 31. A lot of work can be done before July 31.

The consensus of Council was to move forward with advertising the position.

Vice Mayor Reynolds announced she will be getting married on July 23 so she will not be able to do the Cake Walk for National Night Out. **Mayor Boies** will be reaching out to Council asking for cakes and volunteers.

Council Member Carter thanked all for July 4th celebration. There have been complaints, but it was still a good time.

Council Member Kimmons mentioned the partnership with the Strasburg Museum and Visitor Center and the email sent by **Hope Brim** regarding the “grand opening” of the partnership at the Center. **Council Member Monahan** said the ladies at the Visitor Center did a fantastic job with the refurbishment of the area.

Adjournment:

Being no other business, the work session adjourned at 8:49 p.m.

MINUTES OF THE STRASBURG TOWN COUNCIL MEETING HELD ON TUESDAY, JULY 11, 2023 AT 7:00 PM IN THE COUNCIL CHAMBERS OF THE STRASBURG TOWN HALL.

Call to Order: Mayor Boies called the meeting to order.

Pledge of Allegiance: Council Member Stover led all in the Pledge of Allegiance.

Invocation: Rev. Dr. Keith Warren, pastor of Liberty Baptist Church, offered the invocation.

Roll Call:

ROLL Called with the following members present: Mayor Boies, Vice Mayor Reynolds, and Council Members Carter, Hooser, Kimmons, Lowder (arrived at 7:09 p.m.), Monahan, and Stover. Absent: Council Member Ricard.

Public Hearings: None

Introduction and Recognition of Visitors and Guests:

- **Monthly Employee Update**

<u>New Employees</u>	<u>Department</u>	<u>Effective Date</u>	
Aaron Haines	Public Works	06/05/2023	
Kiersten Wilson	Finance	Summer Intern	
Liam Fazzini	Public Works	Summer Tech.	
D.J. Henderson	Public Works	Summer Tech.	
<u>Promotions/Transfers</u>	<u>Department</u>	<u>Effective Date</u>	
<u>Resignations/Terminations</u>	<u>Department</u>	<u>Effective Date</u>	
Jason Ford	Public Safety	06/30/2023	
<u>Milestones</u>	<u>Department</u>	<u>Years/Date</u>	
Angela Fletcher	Finance	5 years	

Mayor's Comments:

Mayor Boies said she received a letter and gift from **Pamela Solanca** from Maine regarding the geo-tour coin made for the 2011 250th Anniversary. One of the coins was held back so it could be launched at all the pieces that founder Peter Stover visited. It has visited Europe and several places in the United States. The coin traveled more than 67,000 miles. A map was included showing where the coin traveled.

Mayor Boies reminded all that **Council Member Ricard** will be resigning from Council on July 31. She will be recognized at the July 31st Work Session.

Mayor Boies thanked the Police Department for all the hard work they put in during the past week. She thanked all for the work that took place for the July 4th Celebration.

The Strasburg Lions Club has disbanded (July 1st). **Mayor Boies** recognized them for all the work

they have done throughout the years. **Vice Mayor Reynolds** was a member of the Lions Club and added that they had 81 years of service. They concentrated on doing the hearing and vision tests out of the bus. They sponsored a carnival for many years and were a joy to the community. It was a privilege for the community to have this organization.

Mayor Boies encouraged all to volunteer in our non-profits. She said the Rotary Club has been working with the Town to install a Sensory Garden. These are impressive musical instruments. There will be a workday on July 22 to help beautify the park.

The Strasburg Night at the Express game will be on Wednesday, July 12. All are invited to attend and there is free admission to those attending.

Mayor Boies acknowledged **Olivia Hilton** who recently resigned. She has an amazing opportunity to serve another town and we wish her well. We appreciate all she has done for the town.

Citizen Comments:

Consent Agenda:

- 1) Minutes of the June 5, 2023 Work Session and Minutes of the June 13, 2023 Regular Council meeting.
- 2) Election of Town Officers – Mayor Boies announced who all the officers were.

Council Member Kimmons moved to approve the consent agenda; second by Council Member Carter. The motion passed unanimously.

Old Business (Discussion and/or Action Items):

Mayor Boies said the preliminary agenda showed a SUP application for FIDUM, LLC. This has been removed from the agenda due to an advertisement error. It will be brought back at a later time.

1.) Special Use Permit application SUP2023-0006, TRI-J DRD LLC

Description: Special Use Permit application SUP2023-0006 requested by TRI-J DRD LLC, owner, for property identified as Tax Map Numbers (025A201B052 010; 025A201B052 012; 025A201B052 014; 025A201B052 016; 025A201B052 018; 025A201B052 020; 025A201B052 022; 025A201B052 024; 025A201B052 026; 025A201B052 028; 025A201B052 030; 025A201B052 032; 025A201B055 011; 025A201B055 013; 025A201B055 015; 025A201B055 017; 025A201B055 019; 025A201B055 021; 025A201B055 023; 025A201B055 026) located along the unimproved portion of Mineral Street from John Marshall Highway to Pendleton Lane, approximately 430 feet west of North Massanutten Street on John Marshall Highway. The property is within the Medium Density Residential District and contains 3.68 acres. The request is to increase the density from 8 dwelling units per acre to 16 dwelling units per acre and increase the number of units per building from 4 units per building to 8 units per building for a townhouse development.

Council Member Lowder said he has been thinking about this and he wonders if it will add to traffic. It seems crowded now so will this negatively affect this? **Mayor Boies** asked if it will be connecting to Pendleton Lane or just to Mineral Street.

P&Z Administrator Otis said the development will be on Mineral Street and connecting to Route 55 and it will also connect to Pendleton Lane. VDOT figures about 10 trips per day per dwelling so this will be adding about 400 trips. It is hard to calculate the impact because of the number that will be using Pendleton Lane; it will be sharing some of that load and alleviate some of the traffic from Mineral Street.

Council Member Kimmons asked if VDOT could do a study to add a traffic light at Massanutten

Street and Route 55. **P&Z Administrator Otis** said a traffic study is required and this would be addressed in this.

Vice Mayor Reynolds said it is her understanding that if we don't include the eight dwelling units per acre to the 16 units per acre in the approval, it will not really affect the plan. **P&Z Administrator Otis** said it is not an increase in the number that is allowed by right; it is not an increase in density.

Council Member Hooser said in looking at the aerial view, all the townhouses in Hupps Ridge are eight units.

Council Member Monahan asked that with the approval, will the proffers come in. **P&Z Administrator Otis** said they are not putting in any conditions. The only condition that was carried over was a shared use path.

Vice Mayor Reynolds moved for approval of Special Use Permit (SUP2023-006) for an increase to the number of units per building from 4 units to 8 units for the townhouse development; second by **Council Member Hooser**.

The motion passed on a roll call vote with the following results:

Vice Mayor Reynolds	Aye
Council Member Carter	Aye
Council Member Hooser	Aye
Council Member Kimmons	Nay
Council Member Lowder	Aye
Council Member Monahan	Nay
Council Member Ricard	Absent
Council Member Stover	Nay

2.) FY2024 Budget Amendment - Skate Park Funding Request

Description: Consideration of Skate Park funding through ARPA funds.

Council Member Kimmons moved for approval of Budget Amendment (BA FY2024-01) in the amount of up to \$145,000 for the skatepark construction as outlined in the budget amendment; second by **Council Member Lowder**.

The motion passed on a roll call vote with the following results:

Council Member Kimmons	Aye
Council Member Ricard	Absent
Vice Mayor Reynolds	Aye
Council Member Carter	Aye
Council Member Monahan	Nay
Council Member Stover	Aye
Council Member Hooser	Aye
Council Member Lowder	Aye

3.) Village at Cedar Spings Planned Development Proffers and Commercial Development Discussion

Description: Consideration of existing proffers and commercial development.

Mayor Boies thanked the ad-hoc committee who has put much time into this item.

Council Member Monahan asked if **Town Manager Coggsdale** had spoken to **Town Attorney**

Helm about the discussion held at the Work Session, and he had not.

In questioning **Town Attorney Helm**, **Council Member Monahan** asked about the 8.1 proffer “The Elijah Pifer House shall be preserved on the site.” What does preserved mean from a legal standing? **Town Attorney Helm** said if it is not defined, it does not really mean anything. The commonsense interpretation means it will be preserved but it does not mean the interior is preserved. It would have to be defined. **Council Member Monahan** asked if it would have to be proven what that previous Council meant when the proffers were given. **Town Attorney Helm** said it is a meeting of the mind as to what the parties meant by the wording. If it is clear as to what was meant, then you proceed; if not, then the interpretation is different.

Council Member Monahan asked if preserved means forever and **Town Attorney Helm** said generally, it does, but if you mean for it to be for perpetuity, it should be stated.

Council Member Monahan asked about a conservation easement and if it would protect it more. How can it be worded so it can’t switch hands? **Town Attorney Helm** asked if there is a purchase agreement taking place and there is not. **Town Manager Coggsdale** said in 2004, Council accepted the proffers with the approval of a Planned Development. The applicant proffered this as part of the project. This particular proffer, 8.1 (Elijah Pifer House), has some architectural features. The questions have been what preservation means and will it be forever. The property is owned by the developers, Clayton-Aikens.

Town Attorney Helm would like to speak further with **Town Manager Coggsdale** and get additional facts on this. If there is a dispute going on with what is meant, he would like to discuss it further.

Council Member Monahan said in looking at 8.2, “*A Phase II architectural survey shall be completed for Vesper Hall.*” This means that the Phase II study must be done, and we need to figure out what “*Opportunities for the adaptive reuse of the structure for commercial purposes shall be explored and pursued to the extent feasible as determined by the Applicant*” means.

Town Attorney Helm said the key words is how aggressively they will pursue any adaptive uses. Is it something actionable that needs to be done? (*Could not hear all the details on the recording*).

Robert Claytor, owner, said he sent a letter to Council that listed their association with Strasburg for many, many years. He appreciates that relationship. His real reason for being here is to build a convenience store on the six acres. He said that land was the land the town used to design their zoning plan more than 20 years ago when **Chuck Maddox** worked with the town on this. The land was bought to build a hotel and convenience store on it. In 2014, they found out that those two things were not by-right any longer which is concerning to him. History is not something he takes lightly. He lives in a house built by the first settlers, built in 1753. He has served on the Belle Grove Board for over 25 years, two years as president. He has served on the Stone House Foundation in Stephens City for 15 to 20 years. He understands historical preservation. One of his favorite quotes from Belle Grove is, “History is something you can read about, but preservation you can save right here.”

It was asked what was meant by the Elijah Pifer House being preserved. A lot of discussion took place on this 15 to 20 years ago. It meant to them that they would not tear it down. There had been talk originally of having them move the house someplace. Leaving it in place seems much more sensible. He hasn’t had a chance to look over the notes given to him from the committee. What he would like to know is if a convenience store is approved, what Council would like to see. The proposed area is much like where their store is on Warrior Drive in Stephens City. It is a grocery store, a wine shop, and a Dunkin Donut. They have six rental properties in a separate building there. He thinks the area in Strasburg needs a grocery store of sorts and they could meet that need. Their stores are all different. Their intent is to build the convenience store with lots of different reasons for people to come to the location and they want gasoline sales. Gasoline sales make up about 60

percent of the sales in a convenience store. He understands **Mr. Holtzman** is getting ready to build something across I81. They hope they have been a good neighbor to Strasburg and would like to continue this. He doesn't have an agenda but would like to build a convenience store. He will look through the materials. The Elijah Pifer House is a done deal and "we are going to preserve that. I have some structural people looking at that." He asked **Town Manager Coggsdale** what color the roof should be. He has had people drive by and tell him the roof is rusty, but not rusted. He isn't sure if the roof can be painted or needs to be replaced. Vesper Hall is an issue. He thought it was in bad shape. He has not been in it for about 15 years and the last time he was in it, there were swarms of termites on the back porch that concerned him. This was treated. Their insurance company did not think it should be inhabited anymore and they gave the Sullivans a four-month notice. They have been in the house for many years. They will take things into consideration that has been given to him by the committee.

Mayor Boies said there are a lot of different ways to use this. She asked about the zoning and if we wanted to talk about that now or in the future. **Town Manager Coggsdale** said this is a discussion that needs to be had and is a logical next step in the process.

Vice Mayor Reynolds asked how many Council Members sent ideas to **Town Manager Coggsdale** and only two had.

Mr. Claytor said some have said when asked what they would like to see in the type of building they are proposing are a laundry mat, and ABC store, or a post office. He said these are examples of things they can incorporate. They would like to know how they can serve that end of town.

Vice Mayor Reynolds asked if the suggestions had been forwarded to **Mr. Claytor** and **Town Manager Coggsdale** said they had been emailed. **Vice Mayor Reynolds** would like to know what he meant by a convenience store. **Mr. Claytor** said it would be a convenience to the community. The one in Stephens City has a small strip mall with it.

Council Member Lowder said there is a good store at the intersection of Route 50 and Route 340, and it has a great layout. He would also like to see new life breathed into Vesper Hall as lawyer offices or dentist offices. **Mr. Claytor** said **Mr. Aikens** had thought about using the entrance as the entrance of a hotel but they couldn't make that work. If he can preserve the house and make money from it and get the footprint of the convenience store right...in retail, it is the visual acceptance of the public as they drive past and makes them turn into your business. He hasn't looked into how he can work with Vesper Hall and the convenience store. They never intended to preserve Vesper Hall, but to do the Phase II. **Maral Kalbian**, an architectural historian, has not given him a price on the study. He would like to have a structural engineer do a study of the house. He said the real question is if a convenience store would be allowed.

Vice Mayor Reynolds said she doesn't think there will be any opposition in putting in a convenience store. **Council Member Monahan** said she doesn't think gasoline pumps are allowed there. She will not vote to put a convenience store if Vesper Hall is torn down.

Council Member Lowder asked why you couldn't put a convenience store there and **Mayor Boies** said she believes it is just because of the zoning.

P&Z Administrator Otis said the original zoning in 2002 allowed hotels/motels, convenience stores, and fuel sales. In 2014, the UDO took out the fuel sales. He said the only way to have fuel sales would be to do a rezoning. You could then condition the rezoning. A plan could be presented, and they would move forward with that plan.

Mayor Boies asked if the convenience store would be where Vesper Hall is located. A map showed where the convenience store could be located.

Mr. Claytor asked what the next step would be. **Mayor Boies** said it sounds like we need some answers from **Town Attorney Helm**.

Council Member Carter would like to have a study done to see how much it would cost to move the structures.

Mayor Boies said she can visualize the thought of making Vesper Hall a hotel. **Mr. Claytor** said his partners had the zoning written for the town and the very two things they wanted to put there were taken off the table.

Council Member Carter said he could still see the property turned into something.

Mr. Claytor asked if they could get a conditional permit use. **P&Z Administrator Otis** said they could do a text amendment to the ordinance.

Mayor Boies said they want to figure this out and not drag it out.

Vice Mayor Reynolds asked if the rest of Council feels as strongly about Vesper Hall as **Council Member Monahan**. If allowing gasoline to go into the development and Vesper Hall being done away with, would they not vote in favor of the convenience store?

Mr. Claytor said when this was first discussed, it was asked which was most valuable and it was decided it was Pifer House. **Council Member Monahan** said the committee thought it was the pair of historic homes. She reviewed some of the features.

Mayor Boies said she feels **Vice Mayor Reynolds** is asking if there is a compromise that could be reached.

Council Member Monahan likes the idea of having a restaurant and offices and then connecting the convenience store to it.

Mr. Claytor said there will not be a hotel on that property.

Council Member Monahan asked if they did any rentals in his business. **Mr. Claytor** said they rent space in commercial strip centers. **Council Member Monahan** would like both dwellings to be preserved.

Consensus was that all were in favor of having a convenience store if Vesper Hall and Pifer House could remain and to not allow this if Vesper Hall is not kept.

Mr. Claytor asked if they would allow a convenience store with gasoline and then follow along with the proffers. Phase II will have to be done.

Mayor Boies said Council has work to do in outlining what the preservation will look like. She asked if there is an option to keep Vesper Hall and do the convenience store. **Council Member Monahan** asked if **Mr. Claytor** could ask someone if they could do both. **Mr. Claytor** said it will be into August before he can get an answer on this.

Mayor Boies said there is no opposition to a convenience store with gas sales, but the Vesper Hall part is what is in question. This will be discussed further at the Work Session on July 31.

P&Z Administrator Otis recommended the rezoning and he thinks it can move very quickly. He said it will be hard to give a solid answer for the plan without rezoning.

Council Member Monahan said they had someone who does historic renovation on their committee, and they found out that Vesper Hall is not in as bad of shape as she believes **Mr. Claytor** thinks it is.

Town Manager Coggsdale said the original conversation was to access the proffers and now it sounds like it is negotiations. He asked what is being asked and **Council Member Monahan** said she believes we still need to assess the proffers. **Town Manager Coggsdale** said the proffers are

what governs. The first states the Pifer House will be preserved and the second states a Phase II architectural study shall be completed for Vesper Hall. **Mr. Claytor** has said he is getting prices for that. We need to know what the remaining words mean. **Town Attorney Helm** said this is his first look at this and he is playing catch-up.

Council Member Kimmons said on the Pifer House, some of the siding has been removed. He would like no other siding to be removed as it is causing more damage to the logs.

Mr. Claytor said when they were trimming the trees, siding was falling off.

New Business:

1) **South Loudon Street Nuisance Property**

Description: Vacant property at South Loudoun Street which is currently a nuisance due to overgrowth and safety concerns of trees on the property.

P&Z Administrator Otis said there is a vacant property on South Loudon Street, and he has received complaints about overgrowth. It also has dead trees that are now falling on fences. The issue is that the last property owner passed away with no next of kin. We have sent letters to the last address and have tried to find any related people. The last time taxes were paid was in 2005. Staff is looking for direction on how we should move forward. His thought was to remove the dead trees and clear the property. He can get a price and then move forward.

Mayor Boies asked what happens with properties like this. **Town Manager Coggsdale** said you would think there would be a will, but it doesn't always work like that. This is not like tall grass; this is cutting trees down with the possibility of spending thousands of dollars to clear the land. There is also the tax issue. Can we sell the property?

Council Member Monahan asked what the possibility is of doing the work and charging the property and then selling the property to recoup the money.

Town Attorney Helm said there are several ways to look at this. The Code has several provisions and he explained these. It is doable to do something.

Council Member Stover said the neighbor has legitimate concerns. There are ways to take possession of the property, but he thinks we need to take care of the liability issue.

Mayor Boies asked if it would be possible to just clear up the side areas to keep the trees off other properties. **Town Manager Coggsdale** said he isn't sure if it would remove the nuisance. This is not just grass we are talking about.

Council Member Carter asked if this would be considered an attractive nuisance and **P&Z Administrator Otis** said it would. He can get a quote for just the trees or clearing the entire property.

Council Member Kimmons said he thought he heard the town had already removed some trees, and he asked who paid for that. **P&Z Administrator Otis** said he would have to look into that. **Council Member Kimmons** asked how many other properties have delinquent taxes on them for more than 10 years; this information was not known at this meeting. **Town Manager Coggsdale** said we need to see what our options are for this property.

Council Member Hooser likes the idea of recouping the cost, but he would also like to see it be used as green space that is accessible. It would give people a place to go outside.

Town Manager Coggsdale said the adjoining property is Charles Street Station II and maybe something could be worked out with that property owner.

Consensus was to move forward with getting a quote on the work.

Reports:

Departmental Reports:

*****Complete reports are provided in the Council packet which is available on the town's website at www.strasburgva.com. Reports are also found on the "Meetings" page of the website (<https://www.strasburgva.com/meetings>).*****

Mayor Boies thanked the town and the Strasburg Museum for the partnership and the grand opening of the new museum at the Visitor Center. A lot of work was done in getting the Visitor Center ready for this partnership.

Chief Sager said we had a tragic incident in town on July 3rd. He just wanted to give a brief description of how he works through things such as this as the Chief of Police. He looks at comments and all on Facebook and tries to see where we can do better.

The number one priority for him is public safety. Is there a concern or a direct threat to our community? If there is, immediate action will be taken. Reverse 911 would be implemented. All social media platforms would be utilized. They made that assessment of the incident and determined there was not a threat to the community, so they moved to the next step which is to never compromise the investigation. He consults with the Commonwealth Attorney on what information can be released. He then consults with his staff and gets their opinions, advice, and expertise. He notifies **Town Manager Coggsdale, Mayor Boies,** and Town Council as soon as he can. He thinks this is the best process for our community. He really cares about the community, and he knows he will never make all happy, but his door is always open.

Chief Sager also discussed the camera system. Someone came to him about the cameras. We do not have AI cameras. Would he like to use more technology? Absolutely, and he will be bringing requests before Council this calendar year. Technology solves crimes. If we had had more technology, it would have helped in the investigation. This is the world we live in. He will never do anything without going through **Town Manager Coggsdale** and he knows he will say to bring it before Council. He will be working through these things. He has a team of five officers that has worked around the clock on this. There will be limited information that he will release. He does not want to compromise anything.

Mayor Boies said they have no doubt that the Police Department has our safety at hand. You can't prevent the comments on Facebook as they will always be there.

Director of Strategic Initiatives Hilton: The Music/Sensory Garden will be installed by Monday, July 17. The Riverwalk 2.0 project has a technical advisory team that will be working on this. She wants to make sure this project is seen through. She is busy wrapping up projects. She is excited to see the museum partnership come to fruition and the skatepark get funded.

Strasburg is a special place, and she hopes to make Mt. Jackson succeed. She has thoroughly enjoyed her time in Strasburg. Her department has grown, and they are ready to move forward. She concluded by saying that this is the strongest Council she has worked with.

Mayor Boies said maybe they can collaborate with Mt. Jackson. She said that four Rotary clubs have come together and have received a grant to establish a learning/tutoring center in Shenandoah County. This will be located in Mt. Jackson. **Chief Sager** explained how this came about and said one of the goals of the group who was instrumental in getting this is to help youth in education.

Chief Sager said they were approved for ARPA funds for vehicles. It has been found out that Ford is not even making new police vehicles yet. He has found a location that has some Chevrolet Tahoes that are police vehicles that he would like to purchase instead of the Ford vehicles. He is making sure we are working under procurement. We can have these vehicles within 10 to 12 weeks.

The amount is less than \$5,000 more than what we were allotted. **Town Manager Coggsdale** said you used to work toward a fleet of certain vehicles. Times have changed. **Chief Sager** has a good plan to coordinate this. If we wait, we might not ever spend the money. **Chief Sager** said the money must be spent by June 30, 2024.

The consensus of Council was to comingle the fleet.

Vice Mayor Reynolds thanked **Director of Strategic Initiatives Hilton** for her work. She has had the opportunity of working with her on the signage and the museum. She wished her luck in Mt. Jackson.

P&Z Administrator Otis said there is a public workshop regarding the UDO at Strasburg High School. A joint meeting with the Planning Commission and Town Council will begin at 7 p.m. Stakeholders were also invited to the meeting. Both meetings will be on July 12th.

P&Z Administrator Otis has received information from Council on chickens and he is waiting to get the survey back from the Berkley Group.

Town Manager Coggsdale said he has been in local government for 32 years. As far as he is concerned, with people like **Director of Strategic Initiatives Hilton** moving forward, the profession is in good hands. He wished her well.

Special Committee Reports:

Council Member Kimmons said the NSVRC did not meet.

Council Member Items:

Mayor Boies said she had a meeting with a citizen regarding general concerns with noise levels at the park. It wasn't a complaint about bands, etc.; it was more of should we have a noise ordinance in the park as far as respect of those using the park.

Mayor Boies also had an experience with a person "jamming" at the boat landing and she wondered what the others were thinking. There needs to be a respect level.

Chief Sager said they are trying to get their officers to bridge the gaps. We need to have some enforcement with our rules.

Council Member Carter thanked the staff for the 4th of July Celebration. For those that attended, it was enjoyable.

Director of Strategic Initiatives Hilton said she is meeting with **Mark Hensell** who has done the fireworks for years. He thinks he has some long-term solutions. This event was a wake-up call for **Brian McKee**, our events coordinator.

Director of Strategic Initiatives Hilton said **Council Member Kimmons** and **Parks and Recreation Manager Varley** have scheduled meetings regarding the park. Get any ideas for the park to **Council Member Kimmons**.

Council Member Carter said he has noticed some tent camping. Is there any verbiage about this? The only sign is the park is closed at dusk. **Director of Strategic Initiatives Hilton** said we have posted rules but do not any enforcement.

Closed meeting:

Vice Mayor Reynolds moved to enter into a closed meeting Pursuant to Code of Virginia § 2.2-2711(A)(3) for discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiation strategy of the public body. The subject is for discussion of town owned property; second by Council Member

Kimmons. With no discussion, the motion passed unanimously, and Council adjourned to a closed meeting at 9:03 p.m.; reconvened at 9:14 p.m.

Mayor Boies said, “The Council of the Town of Strasburg hereby certifies by Roll Call vote that to the best of each member’s knowledge (1)only public business matters lawfully exempted from open meeting requirements by Virginia Law were discussed in the closed meeting to which this certification resolution applies and (2)only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Council of the Town of Strasburg.”

Each member should respond “I so certify” by Roll Call vote.

Vice Mayor Reynolds	I so certify
Council Member Carter	I so certify
Council Member Hooser	I so certify
Council Member Kimmons	I so certify
Council Member Lowder	I so certify
Council Member Monahan	I so certify
Council Member Ricard	Absent
Council Member Stover	I so certify
Mayor Boies	I so certify

Being no other business, the meeting adjourned at 9:15 p.m.

OLD BUSINESS (DISCUSSION AND/OR ACTION)





Discussion/Action; Comprehensive Plan Amendment (CPA23-0001)

Meeting Date: August 8, 2023

To: Mayor Boies and Town Council of Strasburg

From: Brian Otis, Planning and Zoning Administrator

Re: Discussion/Action CPA23-0001

DESCRIPTION: Landmark Atlantic Holdings, LLC has requested a Comprehensive Plan Amendment of a 3.306 acres parcel located at 144 Fort Bowman Road from Highway Commercial to Future Residential.

Attachments:

- *July 31, 2023 Staff Report*



Comprehensive Plan Amendment CPA23-0001 - Cedar Creek Townhomes STAFF REPORT

PC Meeting Date: July 31, 2023
Agenda Title: Comprehensive Plan Amendment
CPA23-0001 - Cedar Creek Townhomes

Summary

Landmark Atlantic Holdings, LLC has requested a Comprehensive Plan Amendment for a parcel that is identified as Highway Commercial in the Future Land Use Map to become Future Residential.

Background

A: Site Location:

Address: 144 Fort Bowman Rd
Tax Map #: 016 A 167A
Relative Intersection: 700 feet east of Fort Bowman Road and Old Valley Pike

B: Surrounding Land Uses: This site is bordered by;

- Vacant Highway Commercial to the West (across Homewood Way)
- Interstate 81 to the North
- Parkland (Belle Grove) to the East
- Parkland (Shenandoah Valley Battlefields) to the South

Comprehensive Plan Analysis

A. Highway Commercial

1. Comp Plan definition - *The Highway Commercial (H.C.) district supports commercial and wholesale uses generally located on major roads that generate high volumes of vehicular traffic. It is the intent of the Town to link these commercial uses to residential areas through a suitable network of trails, greenways, and bike paths.*
2. Highway Commercial consists of 45 acres and is 1.7% of the town's total area.

B. Future Residential

1. Multifamily Residential definition - *The Multi-Family Residential (M.F.R.) zoning district blends single-family detached dwellings, two-family dwellings (duplexes), townhomes, apartment buildings, and condominiums. This zoning district is best suited for individuals desirous of a diverse array of housing options and a walkable proximity to business districts.*
2. Multifamily Residential consists of 300 acres and is 11.4% of the town's total area.



**Comprehensive Plan Amendment
CPA23-0001 - Cedar Creek Townhomes
STAFF REPORT**

Staff Recommendation

Staff recommends approval of Comprehensive Plan Amendment #CPA23-0001, Cedar Creek Townhomes, for the following reasons.

- Since the adoption of the Future Land Use map VDOT has identified the access to Fort Bowman Road as a right-in/right-out only onto northbound Old Valley Pike with no southbound access. This would challenge any future commercial use from developing this location.
- Adequate transportation access to this location would be from Hite Lane and Homewood Way through the existing single-family residential development. Residential uses would create a reduced impact on these roadways.
- Residential uses have a reduced light-shed, noise and traffic impacts on the vicinity's residential and parkland parcels.
- Residential uses are in high demand with limited undeveloped land zoned residential. Higher density residential uses typically provide better opportunities for workforce housing.
- Location and residential use will not adversely affect any viewshed of the valley east of town for existing or future development.
- SWOT analysis of the I-81/Route 11 corridor does not identify concerns with inclusion of residential uses.



Comprehensive Plan Amendment CPA23-0001 - Cedar Creek Townhomes STAFF REPORT

- Notice to the Comprehensive Plan Amendment was sent via registered mail to all property owners with 500 feet on June 13, 2023
- Signs were posted at the location starting on June 16, 2023
- Notice was posted in the Northern Virginia Daily newspaper publications dated Tuesday, July 11, 2023 and Tuesday, July 18, 2023
- Citizen comments to staff via phone/email.

Planning Commission Recommendation

The Planning Commission unanimously recommended approval.

Possible Actions

- Recommendation to place the Comprehensive Plan Amendment CPA23-0001 - Cedar Springs Townhomes on the Consent Agenda for the August 8 council meeting.
- Recommendation to place the Comprehensive Plan Amendment CPA23-0001 - Cedar Springs Townhomes as a discussion item for the August 8 council meeting.
- Defer any discussion or action on Comprehensive Plan Amendment CPA23-0001 - Cedar Springs Townhomes, to obtain additional information from staff.

Further Actions

If the Town Council approves of the Comprehensive Plan, the following actions moving forward must be completed prior to the commencement of work.

- Approval of the Rezoning REZ23-0001 by Town Council
- Approval of a site plan in conformance with the General Design Plan.
- Post Performance Bond, Landscape Escrow
- Record the subdivision plat
- Obtain Land Disturbance Permit with the county
- Obtain a Land Development Permit

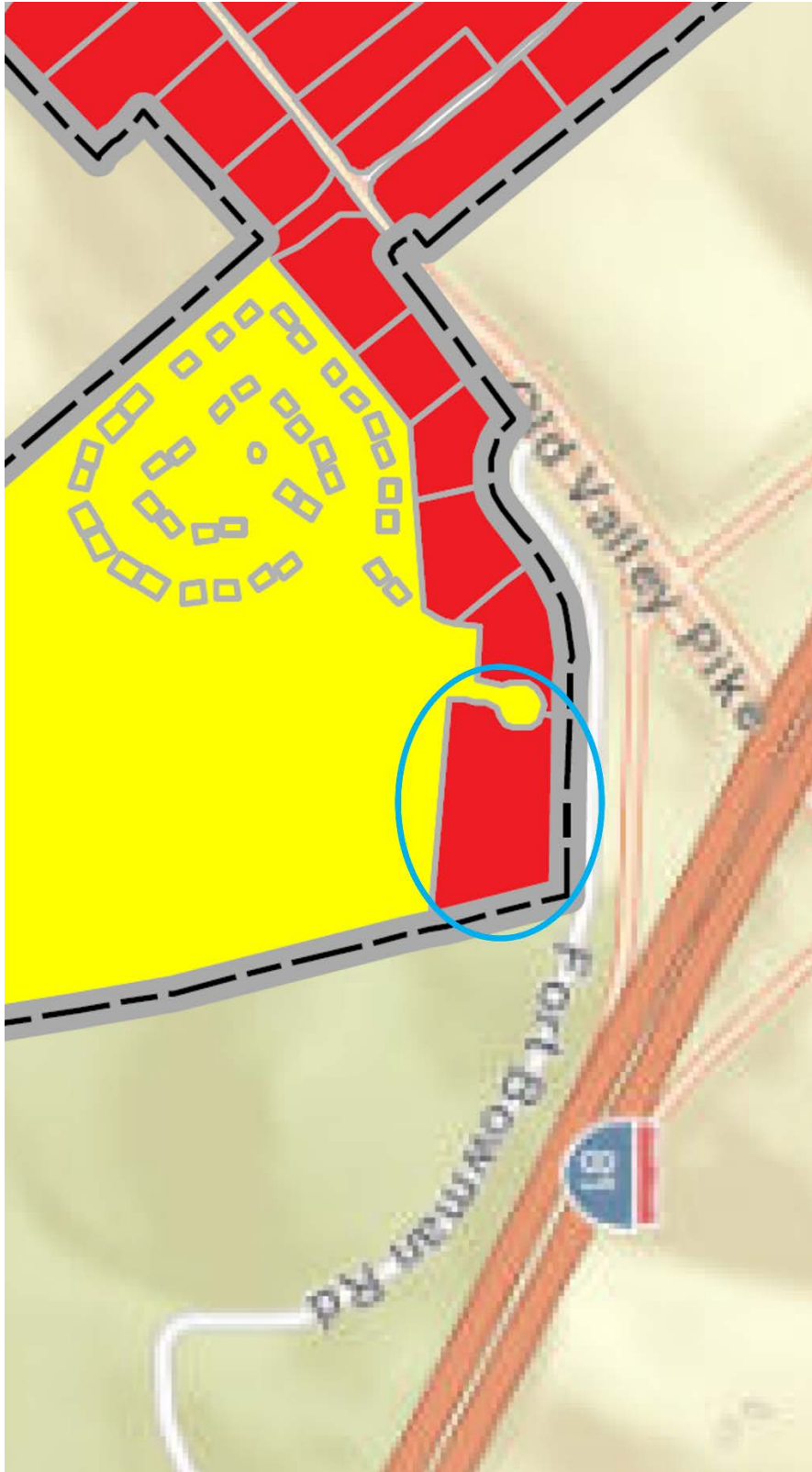
Attachments

- Attachment A - GIS aerial image
- Attachment B - Zoning map
- Attachment C - Future Land Use Map

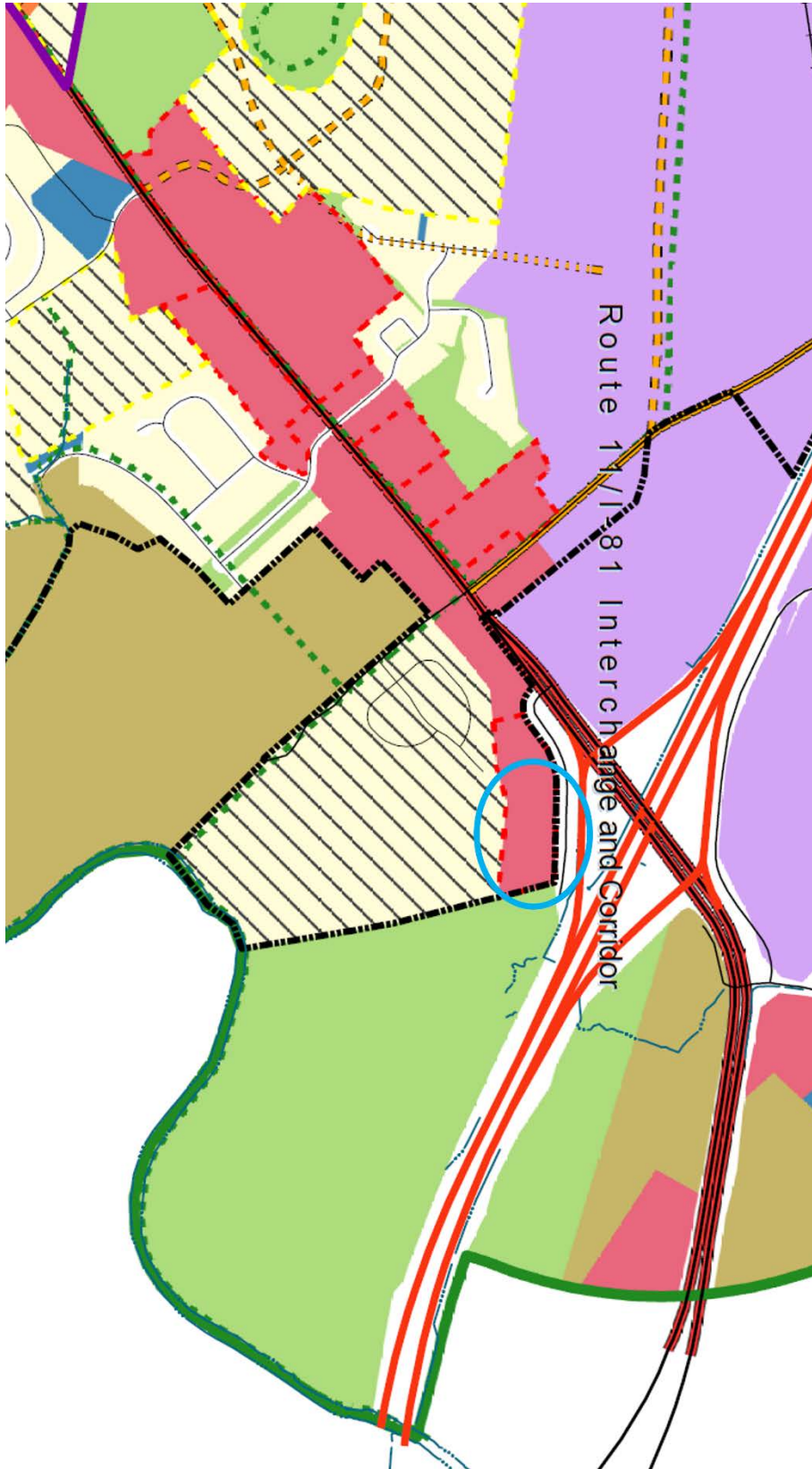
Attachment A – GIS aerial image



Attachment B - Zoning map



Attachment C – Future Land Use Map





Discussion/Action: Rezoning (REZ23-0001)

Meeting Date: August 8, 2023

To: Mayor Boies and Town Council of Strasburg

From: Brian Otis, Planning and Zoning Administrator

Re: Discussion/Action: – REZ23-0001

DESCRIPTION: Landmark Atlantic Holdings, LLC has requested a rezoning of a 3.306 acres parcel located at 144 Fort Bowman Road from Highway Commercial to Multifamily Residential for the purpose of constructing 29 townhomes.

Attachments:

- *Staff Report*



Rezoning REZ23-0001 - Cedar Creek Townhomes STAFF REPORT

PC Meeting Date: July 25, 2023
Agenda Title: Rezoning
REZ23-0001 - Cedar Creek Townhomes

Summary

Landmark Atlantic Holdings, LLC has requested a rezoning of a 3.306 acres parcel from Highway Commercial to Multifamily Residential for the purpose of constructing 29 townhomes.

Background

This parcel was rezoned to Highway Commercial with the original Homewood rezoning approved February 13, 2006. With this rezoning, the intent was that Fort Bowman Road would be an extension of the Route 11 Highway Commercial Corridor.

Since the 2006 approval, VDOT has identified that they will not support a Route 11 southbound left turn lane. Therefore, limiting access for commercial use on Fort Bowman Road. Commercial developers have proposed to the Planning Commission and Town Council designs that require access through the Villages at Cedar Creek subdivision by use of Homewood Way. The Commission and Council had reservations about serving a commercial use through a residential community.

Analysis

A. Multifamily Residential District - Consistency Analysis

1. Comprehensive Plan Amendment - CPA23-0001, submitted concurrently with this rezoning, proposes this parcel to become Future Residential.
2. Design Standards for townhouses

Feature	Ordinance Standards	Proposed
Density	16 per acre (52 units)	11.4 per acre (29 units)
Units per building	8 units per building	2 buildings w/ 8 units 1 building w/ 7 units 1 building w/ 6 units
Max building height	35 feet	35 feet
Parking	2.25 per unit (66 total)	66 spaces

B. Comprehensive Plan - Consistency Analysis

1. Concurrent Comprehensive Plan Amendment, if approved will amend this parcel to Future Residential.

C. Location

1. Site Location:

Address: 144 Fort Bowman Rd
Tax Map #: 016 A 167A
Relative Intersection: 700 feet east of Fort Bowman Road and Old Valley Pike



Rezoning REZ23-0001 - Cedar Creek Townhomes STAFF REPORT

Planning & Zoning Administration
174 E. King Street, P.O. Box 351
Strasburg, VA 22657
(540) 465-9197 ext. 127

2. Surrounding Land Uses: This site is bordered by;
Vacant Highway Commercial to the West (across Homewood Way)
Interstate 81 to the North
Parkland (Belle Grove) to the East
Parkland (Shenandoah Valley Battlefields) to the South

D. Proffer Statement

1. REFERENCES
 - a. The site plan shall be substantially conforming to the referenced General Design Plan.
2. USES & DEVELOPMENT
 - a. The development shall consist of a maximum of 29 townhouse dwellings.
3. Water
 - a. Public connections will be made at Homewood Way and Fort Bowman Rd to create a loop of the utility.
 - b. Monetary offsets are in place to address the impact on the potable water system.
4. SEWER
 - a. Sewer will connect to the gravity system for the Hite Lane pumpstation.
 - b. Monetary offsets are in place to address the impact on the sewer system.
5. TRANSPORTATION
 - a. Homewood Way – Improved with sidewalk to Fort Bowman Rd.
 - b. Fort Bowman Rd – Will be provided with a gate that will be controlled by first responders in case of emergency use.
 - c. A parking lot will be installed to accommodate the 0.25 parking beyond the 2.00 required at each dwelling.
6. LANDSCAPING, OPEN SPACE & BUFFERS
 - a. Landscaping and buffers shall be determined and identified on the site plan.
 - b. Stormwater facilities shall be on commonly owned and maintained property. The General Design Plan identifies an underground system located at the parking lot.
7. POLICE
 - a. Monetary offsets are in place to address the impact on the police services.
8. PARKS & RECREATION
 - a. Monetary offsets are in place to address the impact on the P&R services.
9. ADMINISTRATION
 - a. Monetary offsets are in place to address the impact on the administrative services.



Rezoning REZ23-0001 - Cedar Creek Townhomes STAFF REPORT

Planning & Zoning Administration
174 E. King Street, P.O. Box 351
Strasburg, VA 22657
(540) 465-9197 ext. 127

Staff Recommendation

Staff recommends approval of rezoning #REZ23-0001, Cedar Creek Townhomes, for the following reasons.

- The Rezoning is consistent with the CPA23-0001 application.
- Adequate transportation access to this location would be from Hite Lane and Homewood Way through the existing single-family residential development. Residential uses would create a reduced impact on these roadways in comparison to a commercial use.
- Multifamily Residential uses have a reduced light-shed, noise and traffic impacts on the vicinity's residential and parkland parcels.
- Residential uses are in high demand with limited undeveloped land zoned residential. Higher density residential uses typically provide better opportunities for workforce housing.
- Limitations of access via Fort Bowman Rd and 100-foot-wide gas easement pose significant challenges for commercial use of this parcel.

Community Input

- Notice to the Rezoning was sent via registered mail to all property owners with 500 feet on June 13, 2023
- Signs were posted at the location starting on June 16, 2023
- Notice was phone posted in the Northern Virginia Daily newspaper publications dated Tuesday, July 11, 2023 and Tuesday, July 18, 2023
- Citizen comments to staff via /email.

Planning Commission Recommendation

The Planning Commission unanimously recommended approval.



Rezoning REZ23-0001 - Cedar Creek Townhomes STAFF REPORT

Planning & Zoning Administration
174 E. King Street, P.O. Box 351
Strasburg, VA 22657
(540) 465-9197 ext. 127

Possible Actions

- Recommendation to place the Rezoning REZ23-0001 - Cedar Springs Townhomes on the Consent Agenda for the August 8 council meeting.
- Recommendation to place the Rezoning REZ23-0001 - Cedar Springs Townhomes as a discussion item for the August 8 council meeting.
- Defer any discussion or action on Rezoning REZ23-0001 - Cedar Springs Townhomes, to obtain additional information from staff.

Further Actions

If the Town Council approves of the Rezoning, the following actions moving forward must be completed prior to the commencement of work.

- Approval of a site plan in conformance with the General Design Plan.
- Post Performance Bond, Landscape Escrow
- Record the subdivision plat
- Obtain Land Disturbance Permit with the county
- Obtain a Land Development Permit

Attachments

Attachment A - Proffer Statement
Attachment B - General Design Plan
Attachment C - Exterior elevations
Attachment D - GIS aerial image
Attachment E - Zoning map



**Rezoning REZ23-0001 - Cedar Creek Townhomes
STAFF REPORT**

Planning & Zoning Administration
174 E. King Street, P.O. Box 351
Strasburg, VA 22657
(540) 465-9197 ext. 127

Attachment A – Proffer Statement

PROFFER AMENDMENT STATEMENT

#REZ2023-0001, Village at Cedar Creek Townhomes Rezoning

Applicant: Landmark Atlantic Holdings, LLC

Date: 6/16/2023

PROFFER STATEMENT

RE: Rezoning REZ2023-0001, Cedar Creek Townhomes
Owners: Landmark Atlantic Holdings LLC
Applicant: Racey Engineering, PLLC
Property: 144 Fort Bowman Road
Tax Map Numbers: 016 A 167A
Location: Located on the corner of Homewood Way and Fort Bowman Road
Approximately 3.306 acres

Date: June 16, 2023

The Applicant hereby submits the following voluntary proffers ("Proffer Statement"), which are contingent upon the Town approval for the above referenced rezoning. This Proffer Statement shall supersede all other proffers made prior hereto in effect for the Property. In the event the above-referenced rezoning is not granted as applied for by the Applicant, this Proffer Statement shall be withdrawn and are null and void and the zoning ordinance for the Highway Commercial District shall remain in full force and effect.

The headings set forth below have been prepared for convenience or reference only and shall not control or affect the meaning or be taken as an interpretation of any provisions of the proffers. The improvements proffered herein shall be provided at the time of development of that portion of the site adjacent to the improvement, unless otherwise specified herein or authorized by the Town. The term "Applicant" as referenced herein shall include within its meaning all future owners and successors in interest.

"Final Rezoning," as the term is used herein, shall be defined as that zoning which is in effect on the day following the last day upon which the Strasburg Town Council (the "Council") decision granting the rezoning may be contested in the appropriate court or, if contested, the day following entry of a final court order affirming the decision of the Council which has not been appealed, or if appealed, the day following which the decision has been affirmed on appeal.

PROFFER AMENDMENT STATEMENT

#REZ2023-0001, Village at Cedar Creek Townhomes Rezoning

Applicant: Landmark Atlantic Holdings, LLC

Date: 6/16/2023

SECTION 1. REFERENCES

1.1 References in this Proffer Statement to plans and exhibits shall include the following:

- A. General Design Plan entitled "Village at Cedar Creek Townhomes Rezoning," prepared by Racey Engineering, dated May 24, 2023, consisting of the following sheets (the "GDP"):
- Cover Sheet
 - Project Notes
 - Existing Features
 - Layout Plan
 - Preliminary Site Plan

1.2 These conditions shall supersede conditions identified in REZ2006-04 Planned Development titled "Homewood at the Shenandoah Valley" that were initially approved on June 17, 2008.

SECTION 2. USES & DEVELOPMENT

2.1 General. The proposed development will include improvements to extend Homewood Way and utilities to the property, the construction of a Townhouse development with a maximum of 29 dwelling units.

SECTION 3. COMMUNITY DESIGN

3.1 Entrance and Streetscape. Any proposed entrance feature, signage and streetscape plantings shall be indicated on the site plan.

3.2 Mailboxes. Mailboxes shall be of the gang type. Location will be coordinated with the USPS and indicated on the site plan.

3.3 Waste removal. The site plan shall indicate the location and design of dumpster enclosures. If trash bins for each dwelling and community center are provided in lieu of dumpsters, the site plan shall indicate sufficient street-side locations for bins on pick-up days.

SECTION 4. WATER

4.1 Public Connections. All development on the Property shall connect to public water. The Applicant shall be responsible for the costs and construction of those on and offsite improvements required in order to provide such service for the demand generated by the development on the Property.

4.2 Water system design. The site plan shall incorporate a loop of the potable water system. This loop shall contain a connection at Homewood Way from the Villages at Cedar Creek development and from an existing system near the Fort Bowman Road/Old Valley Pike intersection.

4.3 Monetary Proffer. The applicant shall make a monetary contribution to the Town of Strasburg in the amount of \$215.00 per single-family attached residential unit on the property. Said contribution shall be used for water plant and water systems purposes and shall be paid prior to

PROFFER AMENDMENT STATEMENT

#REZ2023-0001, Village at Cedar Creek Townhomes Rezoning

Applicant: Landmark Atlantic Holdings, LLC

Date: 6/16/2023

and as a condition of the zoning occupancy permit issuance for each residential unit constructed on the Property.

SECTION 5. SEWER

5.1 Public Connections. All development on the Property shall connect to public sewer. The Applicant shall be responsible for the costs and construction of those on and offsite improvements required in order to provide such service for the demand generated by the development on the Property.

5.2 Monetary Proffer. The applicant shall make a monetary contribution to the Town of Strasburg in the amount of \$385.00 per single-family attached residential unit on the property. Said contribution shall be used for sewer plant and sewer systems purposes and shall be paid prior to and as a condition of the zoning occupancy permit issuance for each residential unit constructed on the Property.

SECTION 6. TRANSPORTATION

6.1 Homewood Way improvements. Any improvements to Homewood Way shall be completed (minus topcoat) prior to the issuance of the first dwelling occupancy.

6.2 Fort Bowman Road improvements. Access to Fort Bowman Road from Homewood Way shall be by locked gate. The gate shall have a Knox Box or similar device approved by the Fire Department to allow emergency personnel to unlock the gate as needed.

6.3 Access. Access to the property shall be by Homewood Way as generally shown on the GDP. The final location and design of the entrance shall be shown on the approved site plan.

6.4 Internal street design. Internal streets shall be publicly owned, publicly maintained, platted as public right of way, and built to public road standards set forth by VDOT regulations.

6.5 Parking. Off-street parking shall be provided to accommodate 2.25 parking spaces per dwelling. Each dwelling lot is provided with 2 spaces. The remaining spaces are provided within a common parking area.

SECTION 7. LANDSCAPING, OPEN SPACE & BUFFERS

7.1 Landscape design. Landscaping shall be provided in accordance with the UDO and reflected on the site plan.

7.2 Landscaping maintenance. Landscaping shall be maintained by the property owner as shown on the approved site plan.

7.3 Open space maintenance. Areas designated as open space shall only be developed for the uses of trails, parks, and SWM/BMP facilities. The open space may never be developed for any other use and be owned by a property management company or HOA.

7.4 Buffers.

PROFFER AMENDMENT STATEMENT
#REZ2023-0001, Village at Cedar Creek Townhomes Rezoning
Applicant: Landmark Atlantic Holdings, LLC
Date: 6/16/2023

- A. A 25-foot landscape buffer shall be installed and maintained with the intent to separate the proposed residential development from the commercial district to the east. All buffers shall be in general conformance with the GDP.

SECTION 7. POLICE

7.1 Monetary Proffer. The applicant shall make a monetary contribution to the Town of Strasburg in the amount of \$130.00 per single-family attached residential unit on the property. Said contribution shall be used for police purposes and shall be paid prior to and as a condition of the zoning occupancy permit issuance for each residential unit constructed on the Property.

SECTION 8. PARKS & RECREATION

8.1 Monetary Proffer. The applicant shall make a monetary contribution to the Town of Strasburg in the amount of \$350.00 per single-family attached residential unit on the property. Said contribution shall be used for parks and recreation purposes and shall be paid prior to and as a condition of the zoning occupancy permit issuance for each residential unit constructed on the Property.

SECTION 9. ADMINISTRATION

9.1 Monetary Proffer. The applicant shall make a monetary contribution to the Town of Strasburg in the amount of \$700.00 per single-family attached residential unit on the property. Said contribution shall be used for administrative systems and structures purposes and shall be paid prior to and as a condition of the zoning occupancy permit issuance for each residential unit constructed on the Property.

Owner/Owners Agent Signature: _____
Date _____

All conditions set forth within this proffer statement were approved by the Strasburg Town Council on _____.

Planning and Zoning Administrator _____
Date _____



**Rezoning REZ23-0001 - Cedar Creek Townhomes
STAFF REPORT**

Planning & Zoning Administration
174 E. King Street, P.O. Box 351
Strasburg, VA 22657
(540) 465-9197 ext. 127

Attachment B – General Design Plan

STRASBURG TOWNHOUSES

FOR

LANDMARK ATLANTIC HOLDINGS, LLC

SHENANDOAH COUNTY

PROJECT SITE SUMMARY:

SITE ADDRESS:
144 EAST BOWMAN ROAD
STRASBURG, VA 22457

OWNER/APPLICANT:
LANDMARK ATLANTIC HOLDINGS, LLC

CONTACT:
SCOTT HERRICK
15000 WOODWAY, SUITE 250
FARMERSVILLE, VA 22431-1527

TELEPHONE NO.:
(703) 986-5200 / 88669

PROJECT ENGINEER:
RACEY ENGINEERING, PLLC
10000 WOODWAY, SUITE 250
312 WEST MAIN STREET
LURAY, VIRGINIA 22835
(940) 743-9227

TELEPHONE NO.:
16-(40)-1674

TAX MAP/PARCEL ID:
BOOK: 1402, PAGE: 344

DEED BOOK/INST NO.:
C2 (COMMERCIAL)

PRESENT ZONING:
DAYS

MAG DISTRICT:
COMMERCIAL

PROPERTY CLASS:
X1, 5117100075C

FLOOD ZONE, FEMA MAP NO.:
VACANT LOT

PRESENT USE:
RESIDENTIAL

PROPOSED USE:
3.306 ACRES

PROPERTY AREA:
2.50 ACRES

TOTAL DISTURBED AREA:
FRONT - 25' BUILDING
BACK - 25' BUILDING
SIDE - 10' BUILDING, 20' FROM ROW

SETBACKS:
35'

BUILDING HEIGHT:



VICINITY MAP
SCALE: 1" = 2000'
PROJECT COORDINATES
39° 07' 21.89" N
78° 20' 03.69" W

PROPOSED USE:

THE PROPOSED SITE INCLUDES THE CONSTRUCTION OF A NEW TOWNHOUSE DEVELOPMENT WITH ASSOCIATED PARKING AREAS, ACCESS DRIVES, AND STORMWATER MANAGEMENT.



SINCE THE SITE DISTURBANCE IS GREATER THAN ONE (1) ACRE, A PRELIMINARY CONSTRUCTION PERMIT IS REQUIRED. THE CONTRACTOR TO OBTAIN THIS PERMIT MUST COMPLY WITH THE DEPARTMENT OF ENVIRONMENTAL QUALITY (DEQ) THROUGH THE VSPM PROGRAM ADMINISTRATOR. SEE "SPICES GENERAL PERMIT REQUIREMENTS" ON SHEET T101 FOR MORE INFORMATION.

Sheet Number	Sheet Title
T100	COVER SHEET
T101	PROJECT NOTES
C100	EXISTING FEATURES
C200	LAYOUT PLAN
C300	PRELIMINARY SITE PLAN

By	Submitter / Revision
HW	
JK	
05/24/23	
NOT APPROVED FOR CONSTRUCTION	



PRELIMINARY REVIEW SET

RACEY ENGINEERING
10000 WOODWAY, SUITE 250
FARMERSVILLE, VA 22431-1527
TEL: (703) 986-5200
WWW.RACEYENGINEERING.COM

DESIGNED BY: DWYAN/HV
CHECKED BY: TSYA
PROJECT NUMBER: 0020
PUBLISH DATE: 5/24/2023
LANDMARK ATLANTIC HOLDINGS, LLC
SHENANDOAH COUNTY
STRASBURG TOWNHOUSES
COVER SHEET

T100

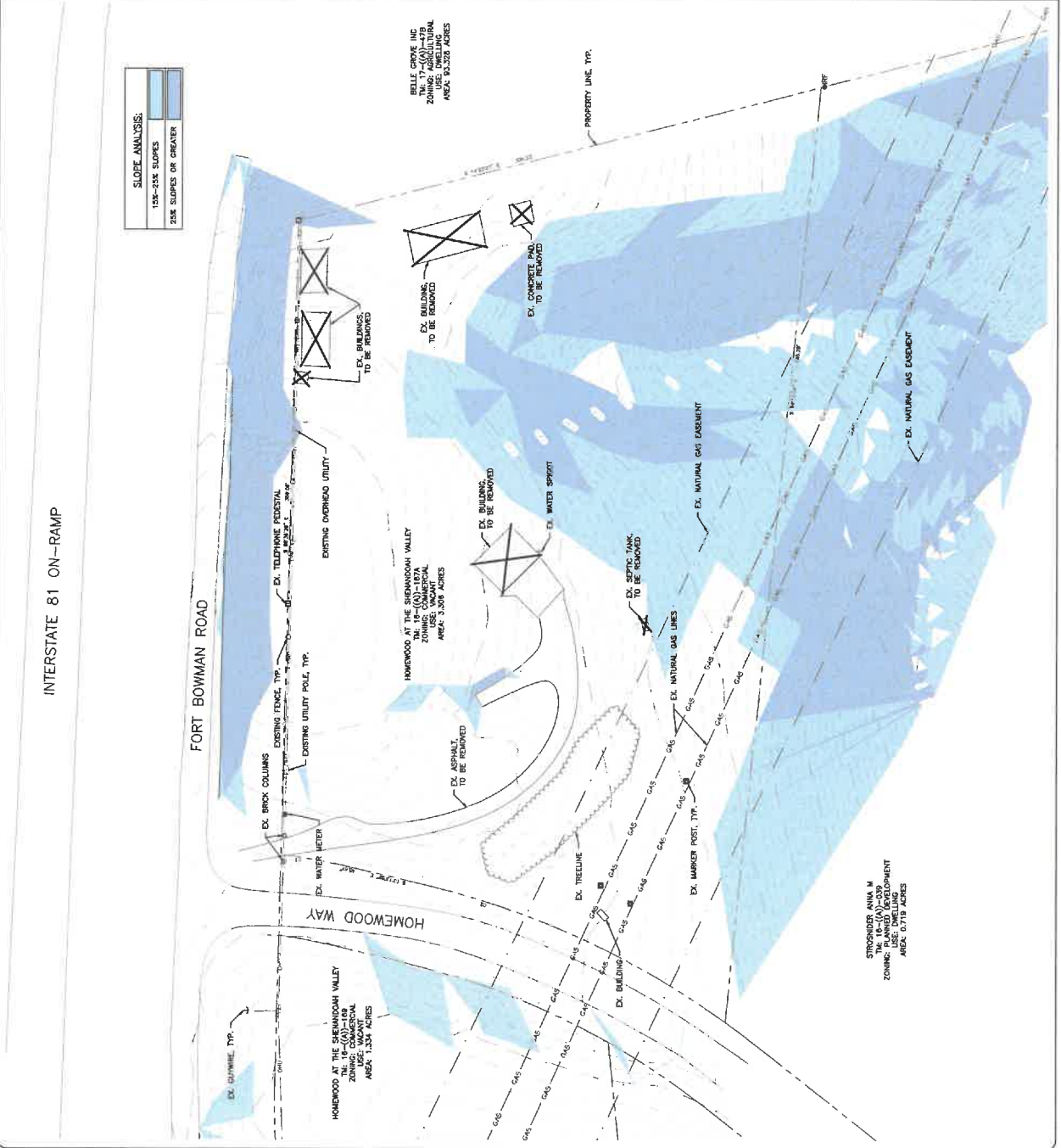
SURVEY SOURCE AND INFORMATION:
 SOURCE: THIS TOPOGRAPHIC SURVEY WAS COMPLETED BY RACEY ENGINEERING, PLLC ON OR BEFORE MAY 5, 2021, FROM ACTUAL CONVENTIONAL AND CITY GPS SURVEY METHODS FROM RACEY UNLESS OTHERWISE NOTED. THIS MAP NEEDS MINIMUM ACCURACY STANDARDS UNLESS OTHERWISE NOTED.
 HORIZONTAL AND VERTICAL DATUM: WA NAD83 BASED UPON GPS OBSERVATION PERFORMED BY RACEY ENGINEERING, PLLC.
 CONTOUR INTERVAL: 1 FT.
 THIS SURVEY WAS PREPARED WITHOUT THE BENEFIT OF A TITLE COMMITMENT OR TITLE REPORT AND DOES NOT INTEND TO NECESSARILY INDICATE ALL EASEMENTS AND ENCUMBRANCES ON THE PROPERTY THAT MAY BE DISCOVERED IN A TITLE SEARCH.
 UTILITIES: THE LOCATION OF EXISTING UTILITIES, INCLUDING SEWER, WATER, GAS, AND TELEPHONE, WERE NOT MARKED AS PART OF THIS PROJECT. IT SHALL BE THE RESPONSIBILITY OF ANY KIND, SEE OWNER/CONTRACTOR TO HAVE UTILITIES MARKED PRIOR TO LAND RESUBDIVISION OF ANY KIND. SEE SHEET T107 FOR MORE INFORMATION.
 PLAT DATED: THESE PLANS ARE BASED UPON A BOUNDARY PLAT BY RICE ENGINEERING, PLLC DATED 05/13/2021.
 RACEY ENGINEERING, PLLC MAY MAKE PERMISSIBLE FOR THE CONTRACTOR AS THE IMPROVEMENTS SHOWN ON THESE PLANS. ALL OTHER EXISTING ELEVATIONS ARE FOR REFERENCE TO THE EXISTING CONDITIONS ONLY. DO NOT USE SPOT ELEVATIONS, FINISH FLOOR ELEVATIONS, ELEVATIONS POINTS (PROVIDED) OR ANY OTHER POINTS FOR CONSTRUCTION OTHER THAN THE PROVIDED POINTS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING ALL ELEVATIONS AND ELEVATION DAMAGES AND ADDITIONAL COST THAT ARE THE CONTRACTOR'S RESPONSIBILITY.

- DEMOLITION NOTES:**
- CONTRACTOR SHALL VERIFY THAT COPIES OF ALL APPLICABLE PERMITS AND AVAILABLE FOR REVIEW. CONTRACTOR ALSO SHALL OBTAIN ALL NECESSARY PRE-CONSTRUCTION CONFERENCE.
 - CONTRACTOR SHALL INSTALL THE REQUIRED S&K EROSION AND SEDIMENT CONTROL TO THE DISTURBED AREAS.
 - CONTRACTOR SHALL LOCATE ADEQUATELY AND HORIZONTAL ALL UTILITIES AND SERVICES INCLUDING, BUT NOT LIMITED TO, WATER, GAS, TELEPHONE, CABLE, FIBER OPTIC, AND OTHER SERVICES. CONTRACTOR SHALL DISBURSE THE CONTRACTOR SHALL USE AND COMPLY WITH THE REQUIREMENTS OF THE LOCAL, STATE, AND FEDERAL REGULATORY AGENCIES TO LOCATE ALL THE UNDERGROUND UTILITIES.
 - CONTRACTOR SHALL CONTACT THE OWNER AND SHALL BE RESPONSIBLE FOR ALL DEMOLITION REQUIRED FOR THE PROJECT. THE CONTRACTOR SHALL PROVIDE THE EXISTING UTILITIES AND SERVICES HAVE BEEN REMOVED AND THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE DEMOLITION OF ALL UTILITIES AND SERVICES IN ACCORDANCE WITH JURISDICTION AND UTILITY COMPANY REQUIREMENTS.
 - CONTRACTOR SHALL COORDINATE WITH LANDOWNERS/BUSINESSES REGARDING METHODS WHICH MAY BE REQUIRED TO MANAGE THE IMPACT ON THE ADJACENT PROPERTY DIMENSIONS/TRENDS.
 - CONTRACTOR SHALL PROCEED WITH THE DEMOLITION OF ALL EXISTING STRUCTURES IN ACCORDANCE WITH ALL LOCAL, STATE AND FEDERAL LAWS AND APPLICABLE CODES. THE CONTRACTOR SHALL PROVIDE ALL THE MEANS AND METHODS NECESSARY TO PREVENT COLLAPSE OF EXISTING STRUCTURES, AND REMAINING ON OR OFF SITE. THE DEMOLITION CONTRACTOR IS RESPONSIBLE FOR ALL DEBRIS REMOVAL AND DISPOSAL OF ALL DEBRIS IN ACCORDANCE WITH ALL LOCAL, STATE AND FEDERAL LAWS AND APPLICABLE CODES. PROVIDE A SAFE WORK SITE.
 - DEBRIS SHALL NOT BE BURIED ON THE SUBJECT SITE. ALL DEMOLITION WASTES AND DEBRIS SHALL BE REMOVED FROM THE SITE IN ACCORDANCE WITH ALL LOCAL, STATE AND FEDERAL LAWS AND APPLICABLE CODES.

CURVE TABLE

CURVE #	LENGTH	RADIUS	DELTA	CHORD DIRECTION	CHORD LENGTH
C1	43.92'	375'	6°42'39"	N9°52'32"E	43.90'
C2	208.96'	535'	22°22'44"	N24°25'14"E	207.64'

TO BE REMOVED

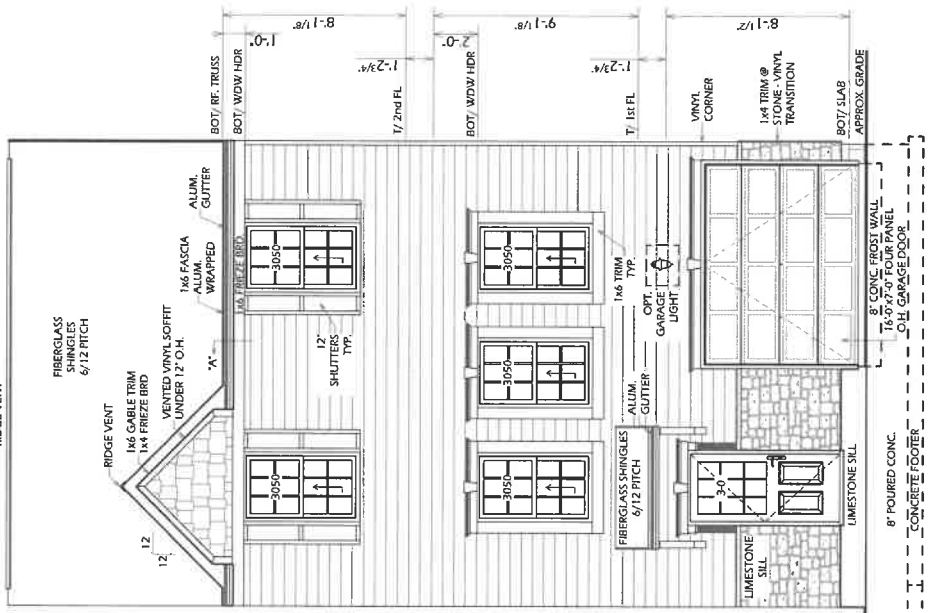
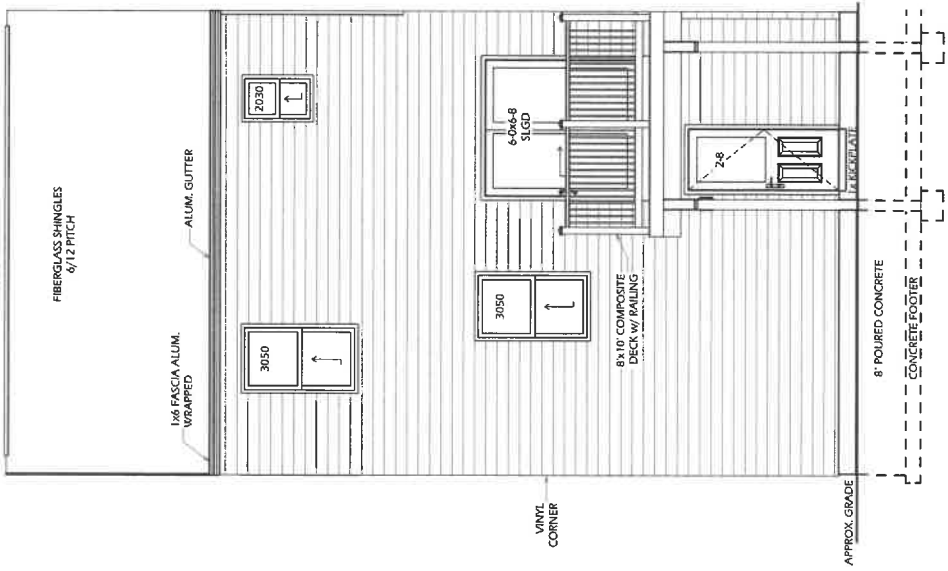




**Rezoning REZ23-0001 - Cedar Creek Townhomes
STAFF REPORT**

Planning & Zoning Administration
174 E. King Street, P.O. Box 351
Strasburg, VA 22657
(540) 465-9197 ext. 127

Attachment C – Exterior Elevations



DRAWN BY: SADIE PARADISE

REVISIONS:

DATE: 3/16/2022

TITLE:

ST. PAULI FRONT ELEVATION

SHT: 1

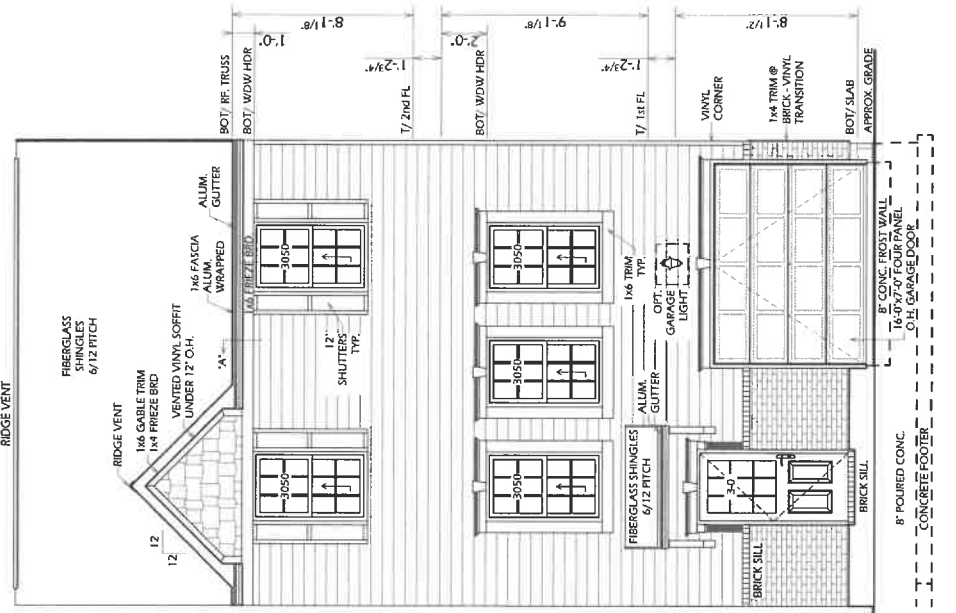
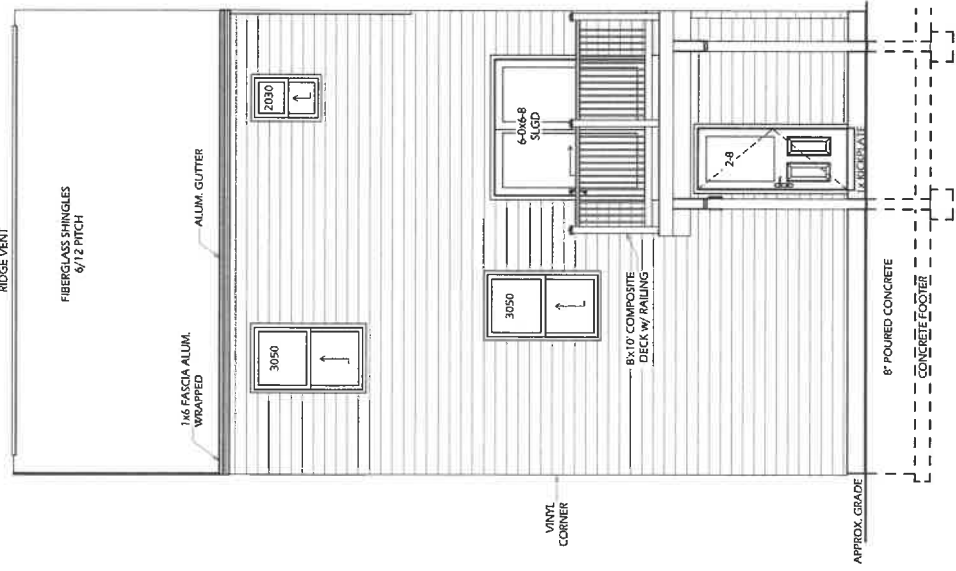
SOURCE DWG: A:\townhomes\St. Pauli\St. Pauli.pdw

SCALE: 3/16" = 1'-0"

DWG:

STONE WATERTABLE FRONT FINISH
1 CAR FRONT ENTRY GARAGE

MARONDA
Homes



DRAWN BY: SADIE PARADISE
 SOURCE DWG: A:\Townhomes\St. Paul\St. Paul.dwg

REVISIONS:

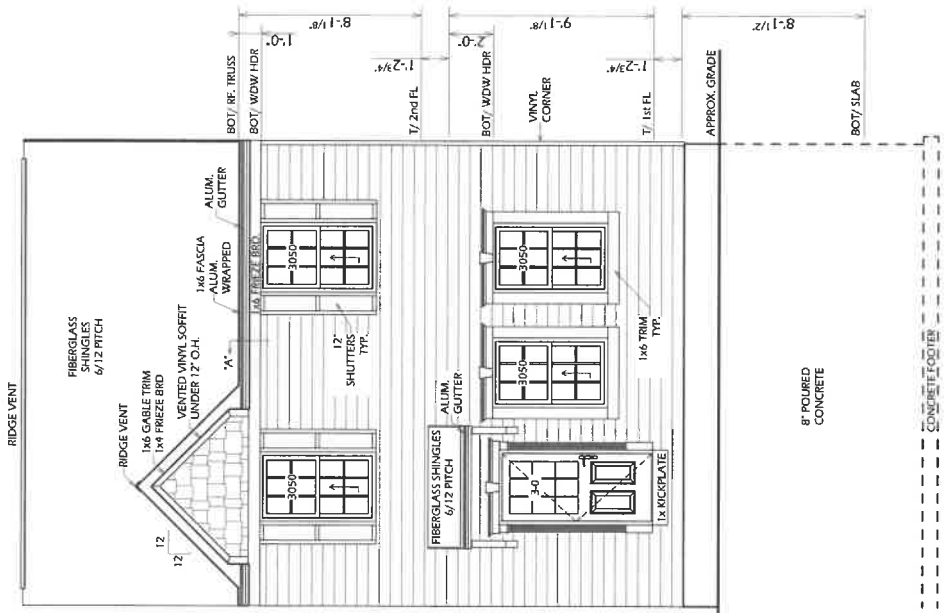
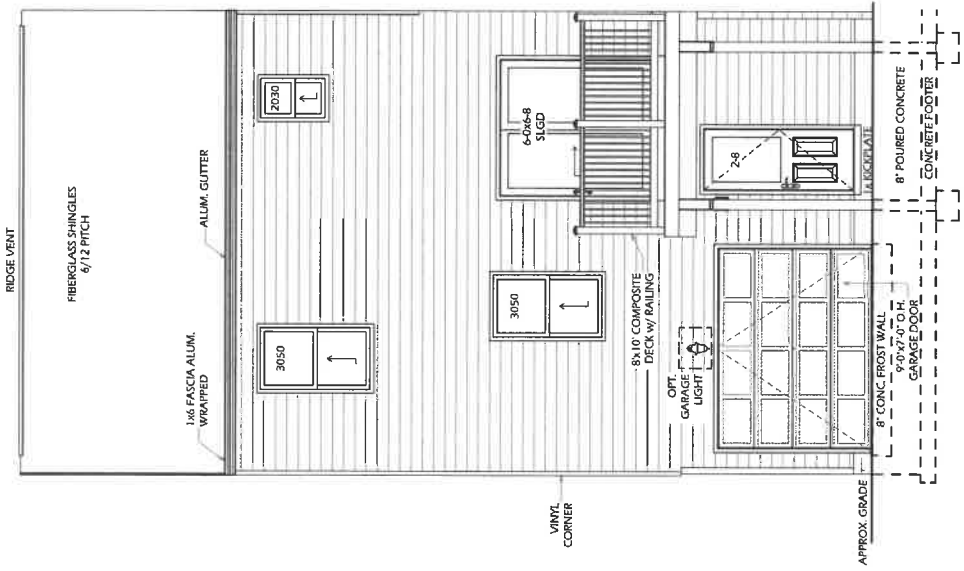
DATE: 3/16/2022
 SCALE: 3/16" = 1'-0"

MARONDA
Homes

TITLE:
 DWG:

ST. PAUL
 FRONT ELEVATION
 'A' ELEVATION
 BRICK WATERTABLE FRONT FINISH
 1 CAR FRONT ENTRY GARAGE

SHT: 1



DRAWN BY: SADIE PARADISE
 SOURCE DWG: ATownhomes51_Plan51_Plan.pdf

REVISIONS:

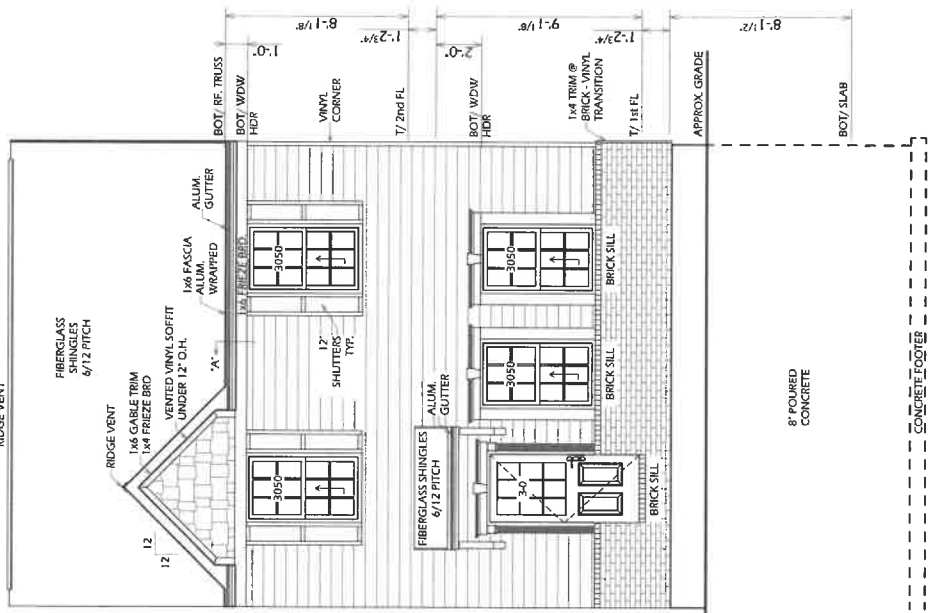
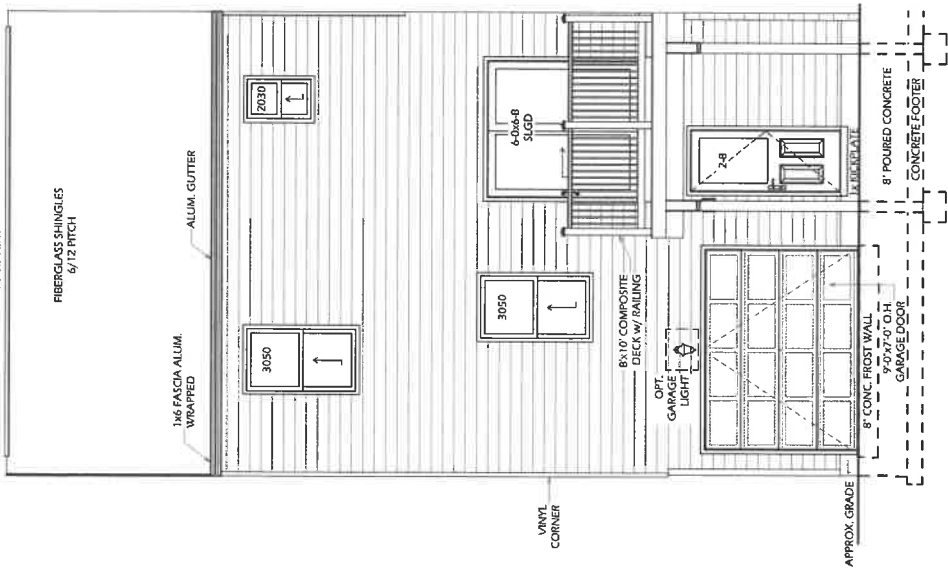
DATE: 3/16/2022
 SCALE: 3/16" = 1'-0"

MARONDA
Homes

TITLE:
 DWG:

ST. PAUL
 FRONT ELEVATION
 'A' ELEVATION
 VINYL FRONT FINISH
 1 CAR REAR ENTRY GARAGE

SHT: 1



DRAWN BY: SADIE PARADISE
SOURCE DWG: *St. Paul Homes* St. Paul, PA

REVISIONS:

DATE: 3/16/2022
SCALE: 3/16" = 1'-0"

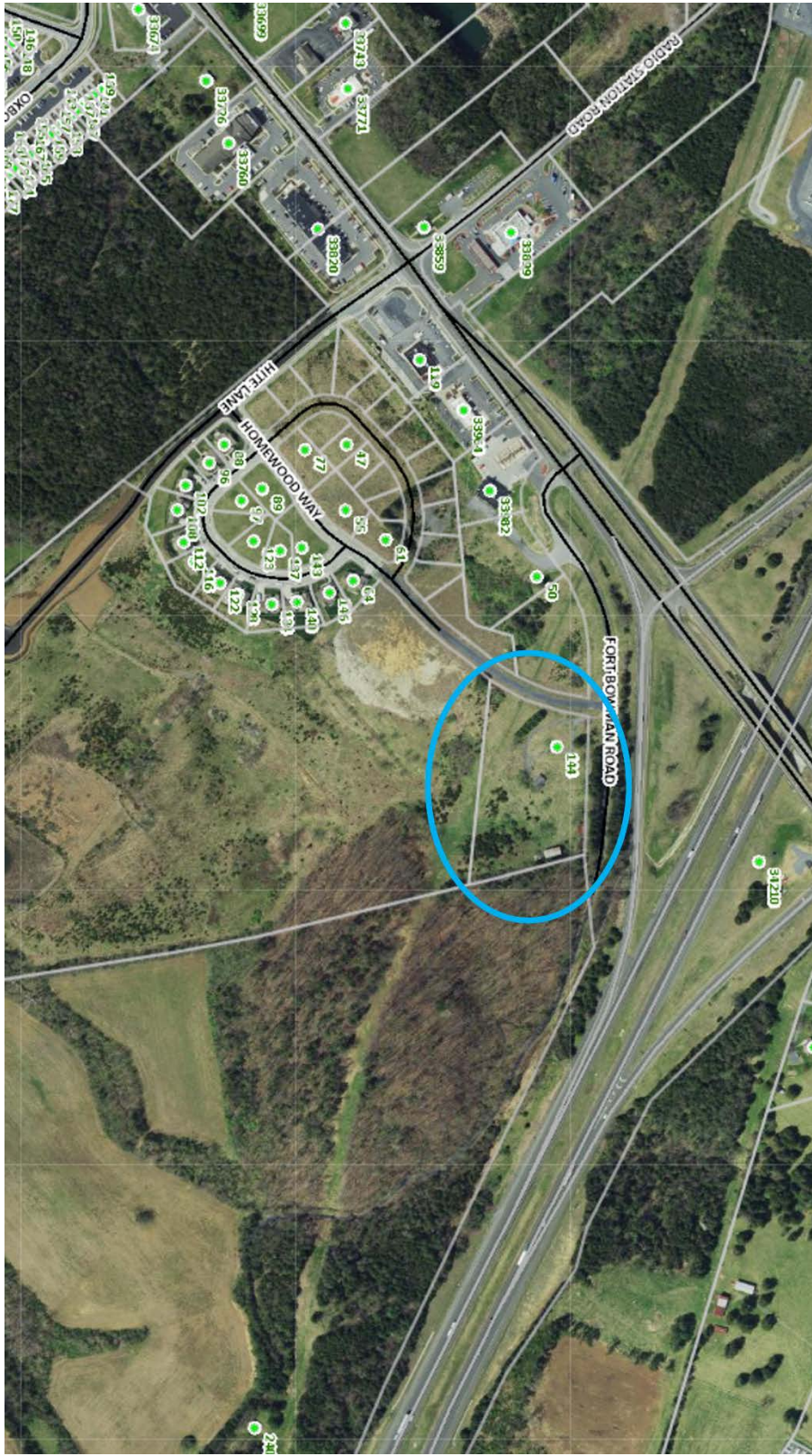
MARONDA
Homes

TITLE:
DWG:

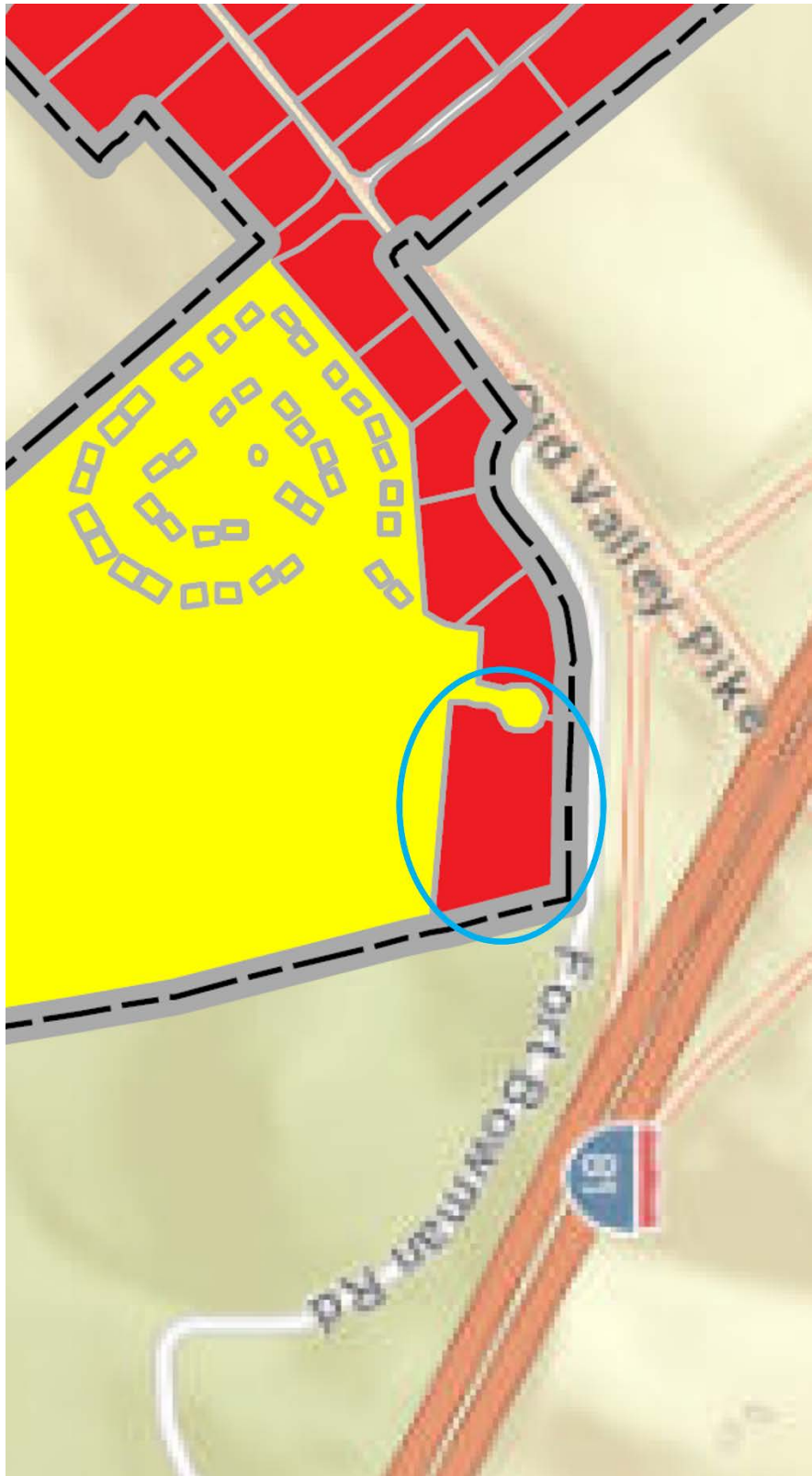
ST. PAUL
FRONT ELEVATION
CONCRETE
BRICK WATERTABLE FRONT FINISH
1 CAR REAR ENTRY GARAGE

SHIT: 1

Attachment D – GIS aerial image



Attachment E - Zoning map





FY2023 Budget Amendments/FY2024 Budget Reappropriations
Meeting Date: August 8, 2023

To: Mayor Boies and Town Council of Strasburg
From: Waverly Coggsdale, Town Manager
Date: August 5, 2023
Re: FY203 Budget Amendments and FY2024 Budget Reappropriations

DESCRIPTION: Review of the FY2023 Budget Amendments and the FY2024 Budget Reappropriations (Carry Overs) and setting of public hearing(s).

At the end of each fiscal year, staff reviews items that need to be reconciled regarding formal adoption of budget amendments for items council has previously approved, as well as review funds that were not expended in the current year and need to be reappropriated (carry over) to the new fiscal year.

FY2023

- Budget Amendment BA-08: Town Council approved the purchase of property associated with the Borden Mowery Drive Extension project on March 14, 2023, in the amount of \$381,200. The property has been acquired. With the budget amendment amount exceeding 1% of the total of the Town's FY2023 Adopted Budget, this action requires a public hearing. Staff requests the public hearing be scheduled for Tuesday, September 5, 2023, at 7:00 p.m.

FY2024

- Budget Reappropriations (BR-1 through BR-10): At the end of each fiscal year, staff reviews items that were budgeted in the previous year (FY2023) but due to circumstances the funds were not expended prior to June 30, 2023. To ensure that the items/projects move forward, the funding has to be moved from one fiscal year to the next, this is called reappropriation. Below is a list showing the items that staff is seeking to "carry over" from FY2023 to FY2024; some items were ordered in FY2023 have were not received prior to the end of the fiscal year.

Budget Appropriations From FY2023 to FY2024 (By Fund)

GENERAL FUND	\$ 216,107.41
WATER FUND	\$ 70,084.03
SEWER FUND	\$ 70,084.03
GENERAL FUND TOTAL EXPENDITURES:	\$ 356,275.47

BUDGET REAPPROPRIATIONS (CARRY OVERS) FROM FY2023 to FY2024 (By Project)

	<u>DEPT.</u>	<u>ITEM</u>	<u>FUND</u>			<u>TOTAL</u>
			<u>GF</u>	<u>WF</u>	<u>SF</u>	
BR-01	PW	Dump Truck	\$ 23,290.00	\$ 22,605.00	\$ 22,605.00	\$68,500.00
BR-02	PW	Service Body Truck	\$ 24,506.38	\$ 23,785.61	\$ 23,785.61	\$72,077.60
BR-03	PW	Standard Box Pickup 4WD	\$ 20,077.00	\$ 19,486.50	\$ 19,486.50	\$59,050.00
BR-04	PW	Motor Replacement Air Zone - PW	\$ 2,123.30	\$ 2,060.85	\$ 2,060.85	\$6,245.00
BR-05	PW	Unit 10627 Repair (Vehicle)	\$ 2,211.12	\$ 2,146.07	\$ 2,146.07	\$6,503.26
BR-06	CI	UDO Rewrite	\$ 39,599.61			\$39,599.61
BR-07	SI	Façade Improvement Grants	\$ 14,800.00			\$14,800.00
BR-08	SI	Town Park entrance sign	\$ 4,500.00			\$4,500.00
BR-09	SI	Discovery Trail (VC)	\$ 15,000.00			\$15,000.00
BR-10	Admin	Town Hall Lobby Security Imp.	\$70,000			\$70,000.00
Total Budget Reappropriations (Carry Overs):			\$ 216,107.41	\$ 70,084.03	\$ 70,084.03	\$ 356,275.47

With the budget appropriation amount exceeding 1% of the total of the Adopted FY2024 Budget, this action also requires a public hearing. Staff requests the public hearing be scheduled for Tuesday, September 5, 2023, at 7:00 p.m.

POTENTIAL ACTIONS

- Motion to schedule the two public hearings (FY2023 Budget Amendments and FY2024 Budget Reappropriations) for Tuesday, September 5, 2023, at 7:00 p.m.

Attachments:

- FY203 Budget Amendments
- FY2024 Budget Reappropriations
- FY2024 Budget Reappropriation Resolution



TOWN OF STRASBURG

BUDGET AMENDMENT

BE IT ORDAINED by the Town Council of Strasburg, VA, that the following amendment be made to the annual budget ordinance for fiscal year ending June 30, 2023:

Section 1. To amend the General Fund, as follows:

<u>Account</u>	<u>Expense</u>	<u>Revenue</u>
Administration - CIP General Fund 10-4413-0400	\$381,200	
Transfer In from General Fund Balance (Reserves) 10-3330-7035		\$381,200

Summary

To appropriate funds from the General Fund Reserves for the purchase of property associated with the Borden Mowery Drive Extension project. Town Council approved this item at their Regular Meeting on March 14, 2023

Budget Impact

This will result in a next increase to the FY2023 Adopted Budget of \$381,200.

Section 2. Copies of this budget amendment shall be furnished to the Clerk of the Town Council and to the Finance Director for their direction.

Adopted this 8th day of August 2023.



TOWN OF STRASBURG

BUDGET REAPPROPRIATION (CARRYOVER)

BE IT ORDAINED by the Town Council of Strasburg, VA, that the following amendment be made to the annual budget ordinance for fiscal year ending June 30, 2024:

Section 1. To amend the General Fund, as follows:

<u>Account</u>	<u>Expense</u>	<u>Revenue</u>
Public Works – Capital		
General Fund -10-4433-0100	\$23,290.00	
Water Fund – 20-4433-0100	\$23,290.00	
Sewer Fund – 30-4433-0100	\$23,290.00	
Reappropriation to FY2024 Budget from the FY2023 Adopted Budget (Carry Over from Previous Year) - Capital		
General Fund -10-4433-0100		\$23,290.00
Water Fund – 20-4433-0100		\$23,290.00
Sewer Fund – 30-4433-0100		\$23,290.00

Summary

To reappropriate \$68,500 from FY2023 Adopted Budget to FY2024 Budget in the General Fund, Water Fund and Sewer Fund as indicated for the purchase of a dump truck. Purchase Order #1369 dated June 20, 2023, in the amount of \$68,500. The dump truck was not delivered prior to July 1, 2023.

Budget Impact

This will result in a net decrease to the FY2023 Budget and a net increase to the FY2024 Adopted Budget in the amount of \$68,500.

Section 2. Copies of this budget amendment shall be furnished to the Clerk of the Town Council and to the Finance Director for their direction.



TOWN OF STRASBURG

BUDGET REAPPROPRIATION (CARRYOVER)

BE IT ORDAINED by the Town Council of Strasburg, VA, that the following amendment be made to the annual budget ordinance for fiscal year ending June 30, 2024:

Section 1. To amend the General Fund, as follows:

<u>Account</u>	<u>Expense</u>	<u>Revenue</u>
Public Works – Capital		
General Fund -10-4433-0100	\$24,506.38	
Water Fund – 20-4433-0100	\$23,785.61	
Sewer Fund – 30-4433-0100	\$23,785.61	
Reappropriation to FY2024 Budget from the FY2023 Adopted Budget (Carry Over from Previous Year) - Capital		
General Fund -10-4433-0100		\$24,506.38
Water Fund – 20-4433-0100		\$23,785.61
Sewer Fund – 30-4433-0100		\$23,785.61

Summary

To reappropriate \$72,077.60 from FY2023 Adopted Budget to FY2024 Budget in the General Fund, Water Fund and Sewer Fund as indicated for the purchase of a service body truck. Purchase Order #1368 dated June 20, 2023, in the amount of \$68,500. The service body truck was not delivered prior to July 1, 2023.

Budget Impact

This will result in a net decrease to the FY2023 Budget and a net increase to the FY2024 Adopted Budget in the amount of \$72,077.60.

Section 2. Copies of this budget amendment shall be furnished to the Clerk of the Town Council and to the Finance Director for their direction.



TOWN OF STRASBURG

BUDGET REAPPROPRIATION (CARRYOVER)

BE IT ORDAINED by the Town Council of Strasburg, VA, that the following amendment be made to the annual budget ordinance for fiscal year ending June 30, 2024:

Section 1. To amend the General Fund, as follows:

<u>Account</u>	<u>Expense</u>	<u>Revenue</u>
Public Works – Capital		
General Fund -10-4433-0100	\$20,077.00	
Water Fund – 20-4433-0100	\$19,486.50	
Sewer Fund – 30-4433-0100	\$19,486.50	
Reappropriation to FY2024 Budget from the FY2023 Adopted Budget (Carry Over from Previous Year) - Capital		
General Fund -10-4433-0100		\$20,077.00
Water Fund – 20-4433-0100		\$19,486.50
Sewer Fund – 30-4433-0100		\$19,486.50

Summary

To reappropriate \$59,050.00 from FY2023 Adopted Budget to FY2024 Budget in the General Fund, Water Fund and Sewer Fund as indicated for the purchase of a 4WD Standard Box Pickup truck. Purchase Order #1367 dated June 20, 2023, in the amount of \$59,050.00. The 4WD Standard Box Pickup truck was not delivered prior to July 1, 2023.

Budget Impact

This will result in a net decrease to the FY2023 Budget and a net increase to the FY2024 Adopted Budget in the amount of \$59,050.00.

Section 2. Copies of this budget amendment shall be furnished to the Clerk of the Town Council and to the Finance Director for their direction.



TOWN OF STRASBURG

BUDGET REAPPROPRIATION (CARRYOVER)

BE IT ORDAINED by the Town Council of Strasburg, VA, that the following amendment be made to the annual budget ordinance for fiscal year ending June 30, 2024:

Section 1. To amend the General Fund, as follows:

<u>Account</u>	<u>Expense</u>	<u>Revenue</u>
Public Works – Capital		
General Fund -10-4432-3300	\$2,123.30	
Water Fund – 20-4432-3300	\$2,060.85	
Sewer Fund – 30-4432-3300	\$2,060.85	
 Reappropriation to FY2024 Budget from the FY2023 Adopted Budget (Carry Over from Previous Year) – General Fund – Public Works – Repairs to Streets (Town Share 10-4432-3500		\$6,245.00

Summary

To reappropriate \$6,245.85 from FY2023 Adopted Budget General Fund – Public Works – Repairs to Streets (Town Share) 10-4432-3500 FY2024 Budget in the General Fund, Water Fund and Sewer Fund as indicated for the purchase of two (2) replacement motors for the HRU unit at the Public Works Facility. Purchase Order #1354 dated June 1, 2023, in the amount of \$6,245.00. The replacement motors were not delivered prior to July 1, 2023.

Budget Impact

This will result in a net decrease to the FY2023 Budget and a net increase to the FY2024 Adopted Budget in the amount of \$6,245.00.

Section 2. Copies of this budget amendment shall be furnished to the Clerk of the Town Council and to the Finance Director for their direction.



TOWN OF STRASBURG

BUDGET REAPPROPRIATION (CARRYOVER)

BE IT ORDAINED by the Town Council of Strasburg, VA, that the following amendment be made to the annual budget ordinance for fiscal year ending June 30, 2024:

Section 1. To amend the General Fund, as follows:

<u>Account</u>	<u>Expense</u>	<u>Revenue</u>
Public Works – Capital		
General Fund -10-4432-3400	\$2,211.12	
Water Fund – 20-4432-3400	\$2,146.07	
Sewer Fund – 30-4432-3400	\$2,146.07	
Reappropriation to FY2024 Budget from the FY2023 Adopted Budget (Carry Over from Previous Year) - Capital		
General Fund -10-4432-3400		\$2,211.12
Water Fund – 20-4432-3400		\$2,146.07
Sewer Fund – 30-4432-3400		\$2,146.07

Summary

To reappropriate \$6,503.26 from FY2023 Adopted Budget to FY2024 Budget in the General Fund, Water Fund and Sewer Fund as indicated for the repair of Unit 10627. Purchase Order #1352 dated May 23, 2023, in the amount of \$6,503.26. The repair of this vehicle is pending and not completed prior to July 1, 2023.

Budget Impact

This will result in a net decrease to the FY2023 Budget and a net increase to the FY2024 Adopted Budget in the amount of \$6503.26.

Section 2. Copies of this budget amendment shall be furnished to the Clerk of the Town Council and to the Finance Director for their direction.



TOWN OF STRASBURG

BUDGET REAPPROPRIATION (CARRYOVER)

BE IT ORDAINED by the Town Council of Strasburg, VA, that the following amendment be made to the annual budget ordinance for fiscal year ending June 30, 2024:

Section 1. To amend the General Fund, as follows:

<u>Account</u>	<u>Expense</u>	<u>Revenue</u>
Community Initiatives – Capital General Fund -10-4423-1411	\$39,599.61	
Reappropriation to FY2024 Budget from the FY2023 Adopted Budget (Carry Over from Previous Year) – Community Initiatives - Capital General Fund -10-4423-1411		\$39,599.61

Summary

To reappropriate \$39,599.61.26 from FY2023 Adopted Budget to FY2024 Budget in the General Fund for the UDO Rewrite Consulting Services. The UDO Rewrite process will continue through FY2024, with an additional \$60,000 budgeted

Budget Impact

This will result in a net decrease to the FY2023 Budget and a net increase to the FY2024 Adopted Budget in the amount of \$39,599.61.

Section 2. Copies of this budget amendment shall be furnished to the Clerk of the Town Council and to the Finance Director for their direction.



TOWN OF STRASBURG

BUDGET REAPPROPRIATION (CARRYOVER)

BE IT ORDAINED by the Town Council of Strasburg, VA, that the following amendment be made to the annual budget ordinance for fiscal year ending June 30, 2024:

Section 1. To amend the General Fund, as follows:

<u>Account</u>	<u>Expense</u>	<u>Revenue</u>
Strategic Initiatives – Projects & Programs General Fund 10-4462-7000	\$14,800.00	
 Reappropriation to FY2024 Budget from the FY2023 Adopted Budget (Carry Over from Previous Year) – Strategic Initiatives – Projects & Programs General Fund 10-4462-7000		\$14,800.00

Summary

To reappropriate \$14,800.00 from FY2023 Adopted Budget to FY2024 Budget in the General Fund for the pending award of Façade Improvement Grants to local businesses.

Budget Impact

This will result in a net decrease to the FY2023 Budget and a net increase to the FY2024 Adopted Budget in the amount of \$14,800.00.

Section 2. Copies of this budget amendment shall be furnished to the Clerk of the Town Council and to the Finance Director for their direction.



TOWN OF STRASBURG

BUDGET REAPPROPRIATION (CARRYOVER)

BE IT ORDAINED by the Town Council of Strasburg, VA, that the following amendment be made to the annual budget ordinance for fiscal year ending June 30, 2024:

Section 1. To amend the General Fund, as follows:

<u>Account</u>	<u>Expense</u>	<u>Revenue</u>
Strategic Initiatives – Tourism General Fund 10-4462-7200	\$4,500.00	

Reappropriation to FY2024 Budget from the FY2023 Adopted Budget (Carry Over from Previous Year) – Strategic Initiatives – Tourism General Fund 10-4462-7200		\$4,500.00
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Summary

To reappropriate \$4,500.00 from FY2023 Adopted Budget to FY2024 Budget in the General Fund for the pending installation of a new Town Park entrance sign.

Budget Impact

This will result in a net decrease to the FY2023 Budget and a net increase to the FY2024 Adopted Budget in the amount of \$4,500.00.

Section 2. Copies of this budget amendment shall be furnished to the Clerk of the Town Council and to the Finance Director for their direction.



TOWN OF STRASBURG

BUDGET REAPPROPRIATION (CARRYOVER)

BE IT ORDAINED by the Town Council of Strasburg, VA, that the following amendment be made to the annual budget ordinance for fiscal year ending June 30, 2024:

Section 1. To amend the General Fund, as follows:

<u>Account</u>	<u>Expense</u>	<u>Revenue</u>
Strategic Initiatives – Capital General Fund 10-4463-0101	\$15,000.00	
 Reappropriation to FY2024 Budget from the FY2023 Adopted Budget (Carry Over from Previous Year) – Strategic Initiatives – Capital General Fund 10-4463-0101		\$15,000.00

Summary

To reappropriate \$15,000.00 from FY2023 Adopted Budget to FY2024 Budget in the General Fund for the Discovery Trail at the Visitor’s Center. The project has been designed and a quote has been received.

Budget Impact

This will result in a net decrease to the FY2023 Budget and a net increase to the FY2024 Adopted Budget in the amount of \$15,000.00.

Section 2. Copies of this budget amendment shall be furnished to the Clerk of the Town Council and to the Finance Director for their direction.



TOWN OF STRASBURG

BUDGET REAPPROPRIATION (CARRYOVER)

BE IT ORDAINED by the Town Council of Strasburg, VA, that the following amendment be made to the annual budget ordinance for fiscal year ending June 30, 2024:

Section 1. To amend the General Fund, as follows:

<u>Account</u>	<u>Expense</u>	<u>Revenue</u>
Administration – Capital General Fund 10-4413-0400	\$70,000.00	
Reappropriation to FY2024 Budget from the FY2023 Adopted Budget (Carry Over from Previous Year) – Capital General Fund 10-4413-0400		\$70,000.00

Summary

To reappropriate \$70,000.00 from FY2023 Adopted Budget to FY2024 Budget in the General Fund for the partial funding for the Town Hall Lobby Security Improvements. The project totals \$171,818.85 and Town Council indicated that the additional funds would either come from FY2023 Year End Reserves (surplus) or ARPA Funds, a budget amendment will be adopted when the additional funding source is known.

Budget Impact

This will result in a net decrease to the FY2023 Budget and a net increase to the FY2024 Adopted Budget in the amount of \$70,000.00.

Section 2. Copies of this budget amendment shall be furnished to the Clerk of the Town Council and to the Finance Director for their direction.



Agenda Location: Old Business

Meeting Date: August 8, 2023

ITEM TITLE: South Loudoun Street, vacant property - UPDATE

DESCRIPTION:

Vacant property with violations creating unsafe conditions and has delinquent taxes since 2016. Staff was directed to obtain proposals to address the violations and identify the options for the town recouping the expenses incurred. Staff will provide the submitted proposal and identify the scope of work. The Town Attorney will address the possible actions permitted by State Code.

ATTACHMENTS:

- Staff Report

Prepared by Brian Otis, Planning & Zoning Administrator



**Vacant property at South Loudoun Street
Tax Map # 25A4-((10))- (71)-27**

STAFF REPORT

TC Meeting Date: August 8, 2023

Agenda Title: Vacant property at South Loudoun Street - UPDATE

Summary

The subject parcel has become adversely overgrown with brush. Dead trees pose a possible hazard to the neighboring properties. Taxes have remained past due since 2006. Staff was directed by council to obtain proposals to address the violations and identify the options for the town recouping the expenses incurred. Staff will provide the submitted proposal and identify the scope of work. The Town Attorney will address the possible actions that can be taken on the property that are permitted by State Code.

Background

- A: Site Location: Tax map number 25A4-((10))- (71)-27. Legal description of "Lot 50' x 150', in Town of Strasburg, Davis Magisterial District, Shenandoah County, Virginia, known as Lot 27, Block 71, Stark Addition to the Town of Strasburg." Plat of the Stark Addition, Plat Book 93 Page 119.
- B: Tax information: The last tax payments the county and town were received for the 2005 tax year. Payments from 2006 to the present are delinquent. As of June 27, 2023 the total due to the town is \$980.73 and to the county \$3,962.73. For a total of \$4,943.46.
- C: Violation process
- Certified mail was sent to the last known address and returned to sender on June 16, 2023
 - Advertisement was placed in the Northern Virginia Daily for the May 19, 2023 publication.

Attachments

Attachment A – Lot Images July 17, 2023

Attachment B – Proposal from contractor



1



2



3



4



5



6



Timber Works Tree Care
 404 Fairground rd. Ste A
 Front Royal, VA 22630
 540-692-9606
info@timberworksva.com

Proposal #6916
 Created: 07/14/2023
 From: Mac

Proposal For

Brian Otis
 221 South Loudoun St
 Strasburg, VA 22657

Location

221 S Loudoun St
 Strasburg, VA 22657



Town of Strasburg

ACCEPT	ITEM DESCRIPTION	UNIT PRICE	QUANTITY	AMOUNT
<input checked="" type="checkbox"/>	1) Land Clearing <i>Included</i> -Clearing the lot between 221 and 229 South Loudoun St. of underbrush and dead trees. -A forestry mulcher will be used to process the under brush, downed material and small trees. -A crew with a lift will be used to bring down the standing dead trees safely and remove them. The cedar at the front of the property, under the power lines will be removed as well. -The stumps will be cut low to the ground. -The vines and over growth along the left fence line will be removed. -The forestry mulcher will only be able to get so close to the fence so a small layer of underbrush and material will be left along the fence line.	\$ 5,200.00	1	\$ 5,200.00
<input type="checkbox"/>	2) Debris Removal <i>Optional</i> -Removing any additional underbrush from along the fence line that the forestry mulcher could not process.	\$ 750.00	1	\$ 750.00

Please use the checkbox to mark items as accepted.





Timber Works Tree Care

404 Fairground rd. Ste A

Front Royal, VA 22630

540-692-9606

info@timberworksva.com

Proposal #6916

Created: 07/14/2023

From: Mac

All work will be completed in accordance with these plans unless subsequent changes are agreed upon in writing. Please carefully read and understand this Proposal/ Contract Agreement. Any changes to the scope of work that vary from the description, as shown above, will be subject to additional charges. Please contact the Tree Care Advisor you met with on-site or during the job contact the Foreman onsite to discuss changes to the scope of work and cost. There will be a \$400 cancellation fee for any canceled contracts. Payment is due upon job completion, 10% late fees will be applied every 90 days.

Signature

x

Date:

Please sign here to accept the terms and conditions

Sales Reps

Mac

mac@timberworksva.com



ID	DESCRIPTION	COLOR
1		



About

Timber Works Tree Care is one of Northern Virginia and the Shenandoah Valley's highest-rated tree care service providers. We have worked hard to earn that status and continue to work diligently to maintain our superior reputation every day.



<https://timberworksva.com/>

Mission

Our goal is to bring value to every client interaction, from the first phone call, throughout the bidding and work process, and beyond. Whether you choose us to complete your project or not, we want to provide you with all the resources possible to help you make a well-formed decision that will benefit your property, your trees, and your budget.

We have taken it upon ourselves to raise the standards in the local Tree Care Industry by investing heavily in our employees, processes, and equipment. When we are entrusted with the care of your property we will always be using industry-leading technology, equipment, safety standards, and training to make sure our employees are safe and efficient and that your property is in the best hands possible. Our goal is to meet and exceed our client's expectations and we are proud to say that we have been doing exactly that for over 10 years! We have hundreds of exclusively 5-star reviews on Google, Facebook, Angi, and Yelp.

www.reallygreatsite.com

Values

- **We are committed to excellence and will settle for nothing less. Here are some things you can expect when working with Timber Works Tree Care.**
- **Communication is a #1 priority. When you call Timber Works dedicated office staff will answer your call and immediately set you up for a site visit**
- **A dedicated Tree Care Consultant will visit your property at the scheduled time and spend as much time as is needed going over the options that are best for you and your property.**
- **-Jobs will all be scheduled and aside from weather interrupting scheduling your job will be completed on the day and time you request to have it completed.**
- **You will receive updates and reminders by way of email leading up to the day of your project.**
- **Our crew will show up on time and you will have an opportunity to walk through the job with the crew leader if you wish before the work starts.**
- **-Our equipment is cutting edge, industry-specific, and up-to-date on safety inspections.**
- **-We invest heavily in equipment that produces efficient and safe results while impacting your property as little as possible.**
- **-Our team members will be wearing ANSI-approved PPE including chainsaw protective pants, Chainsaw protective boots, gloves, eye protection, and helmets with integrated communications systems which drastically increase safety and productivity.**
- **-Our team members are all employees who have worked together on hundreds of jobs and have developed a seamless level of efficiency that is hard to match. From the minute our crew arrives until the very end of the job our crews work at an impressive pace to deliver a superior result.**
- **-Our cleanup process is second to none. We have built a reputation for leaving job sites looking as good or better than before we did the job.**
- **-Billing is easy and secure with options to pay onsite, online, or over the phone with cash, check credit card (3% charge), or ACH.**
- **-We will continue to be a resource for consultation through our blogs, social media, and website, and availability via phone or email at all times to anyone with questions regarding trees and the care of their land.**

Yard Damage

We take our client's satisfaction very seriously and make it a high priority to care for your yards as though they were our own. We will do our best to avoid damage to our client's yard, however, sometimes a degree of damage can occur. Outside of diligent and careful work practices, it is not the Responsibility of Timber Works LLC to protect the yard from damage unless otherwise agreed to in Writing. By Signing the attached proposal, the customer acknowledges that heavy equipment is being used on their property and property damage might occur. If you would like to avoid damage as much as possible or would like further information on this, speak with your estimator about how much damage may occur (If any) or if there are options that will create less damage. The estimator can discuss additional cost options or different methods to ensure no property damage.

If damage to the yard does occur, it is up to the discretion of Timber Works LLC to repair the lawn damage by adding soil or grass seed as needed. Timber Works LLC will fix any damage that occurs on neighboring properties that should not have been or were not involved in the project in the rare event that such damage should happen. Timber Works LLC will work with clients if we realize that we have caused unnecessary or severe yard damage, but it is up to Timber Works LLC to decide in what capacity, and how it is remedied, if at all unless otherwise agreed to in writing.

Often times the most cost-effective (cheapest) options have a higher potential for lawn and ground surface damage. We will still do our best to preserve that lawn as it was before the job took place however the likelihood of mild to moderate grass damage increases as the price decreases. This is simply a result of how the tree removal process is carried out and what equipment and workforce will or will not be used. Thank you for choosing to work with Timber Works Tree Care, we look forward to helping you with all your tree removal needs!

Timber Works Tree Care



Timber Works Tree Care

Tree Removal, Forestry Mulching, Land

Clearing, & Tree Trimming

404 Fairground Rd. Ste A, Front Royal, VA 22630

www.TimberWorksVA.com

NEW BUSINESS





Boy Scout “Eagle Project”**Meeting Date: August 8, 2023**

To: Mayor Boies and Town Council of Strasburg
From: Waverly Coggsdale, Town Manage
Date: August 4, 2023
Re: Boy Scout Troop 5 “Eagle Project”

DESCRIPTION: Troop 5 “Eagle Project” Review.

Last year, Nicholas Beinbrink of Boy Scout Troop 5 began a conversation with town staff in regard to development of his “Eagle Project”. The project that was suggested was an upgrade of the “Civic sign” on Old Valley Pike (Rt. 11). Nicholas has been working on the design and fundraising for this project.

As you may be aware, a local company provided a “temporary” repair to the existing sign just recently, so we have begun discussing if another site may be feasible or if we move forward with the current site (Rt. 11) for the long-term sign solution. A new “civic sign” is proposed in the FY2025 with an estimated cost of \$20,000.

In order to proceed with the Eagle Project, the scout needs for the project to be signed off on by the partner agency, which in this situation would be the Town of Strasburg.

POTENTIAL ACTIONS

- Consensus for staff to sign off on the Eagle Scout project for Nicholas Beinbrink (Troop 5).

Attachments:

- Eagle Scout Rank/Project Information

Information regarding process for earning the rank of Eagle Scout and the “Eagle Project”:

Eagle Scout is the highest achievement or rank attainable in the Scouts BSA program of the Boy Scouts of America (BSA). Since its inception in 1911, only four percent of Scouts have earned this rank after a lengthy review process. The Eagle Scout rank has been earned by over 2.5 million youth.

Requirements include earning at least 21 merit badges, 14 of which are mandatory for the award. The Eagle Scout must demonstrate Scout Spirit, an ideal attitude based upon the Scout Oath and Law, service, and leadership. This includes an extensive service project that the Scout plans, organizes, leads, and manages. Eagle Scouts are presented with a medal and a badge that visibly recognizes the accomplishments of the Scout. Additional recognition can be earned through Eagle Palms, awarded for completing additional tenure, leadership, and merit badge requirements.

The rank of Eagle Scout may be earned by a Scout who has been a Life Scout for at least six months, has earned a minimum of 21 merit badges, has demonstrated Scout Spirit, and has demonstrated leadership within their troop, crew or ship. Additionally they must plan, develop, and lead a service project—the *Eagle Project*—that demonstrates both leadership and a commitment to duty. After all requirements are met, they must complete an Eagle Scout board of review. The board of review can be completed up to 3 months after their 18th birthday as long as all other requirements are completed before their 18th birthday.

The Eagle Scout Service Project, or simply "Eagle Project," is the opportunity for a Scout to demonstrate leadership of others while performing a project for the benefit of any religious institution, any school, or their community.

Information source: *Wikipedia*

DEPARTMENT REPORTS





Memorandum

To: Mayor Boies and Strasburg Town Council
From: Finance Director, Angela Fletcher
Date: 08/08/2023
Re: Monthly Update to Council

Finances and Auditing

- Staff continue to work on our annual year-end activities.
- Our annual audit reviews have gone very well and without issues to report and will wrap up with the fall visits scheduled for September.

Due Dates and Anticipated Items/Customer Interaction and Information

- There are **118** days until Tuesday, December 5th, 2023
(2nd Half Tax Due Date)
- The 1st half past due notices have been issued for delinquent taxes and were mailed on 07/12/23.



Career Development/Training

- Director of Finance Fletcher participated in a Teams meeting regarding the new GASB 96 Subscription Based Information Technology Arrangements (SBITAs) and the requirements for financial reporting – 06/29

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	\$0.00	\$0.00	(\$6,000.00)	0
10-3310-1000 REAL ESTATE TAXES	\$1,362,000.00	\$1,362,000.00	\$0.00	\$18,723.71	\$18,723.71	(\$1,343,276.29)	1
10-3310-1001 REAL ESTATE TAXES-DE	\$20,000.00	\$20,000.00	\$0.00	\$1,415.28	\$1,415.28	(\$18,584.72)	7
10-3310-2000 PERSONAL PROPERTY T	\$605,000.00	\$605,000.00	\$0.00	\$19,422.34	\$19,422.34	(\$585,577.66)	3
10-3310-2001 PERSONAL PROPERTY T	\$35,000.00	\$35,000.00	\$0.00	\$5,984.21	\$5,984.21	(\$29,015.79)	17
10-3310-2300 PERSONAL PROPERTY T	\$138,900.00	\$138,900.00	\$0.00	\$0.00	\$0.00	(\$138,900.00)	0
10-3310-2500 MACHINERY & TOOLS T	\$350,000.00	\$350,000.00	\$0.00	\$3,076.08	\$3,076.08	(\$346,923.92)	1
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	\$0.00	\$0.00	(\$18,000.00)	0
10-3310-5000 PENALTIES	\$42,500.00	\$42,500.00	\$0.00	\$10,600.38	\$10,600.38	(\$31,899.62)	25
10-3310-5500 INTEREST FROM TAXES	\$4,500.00	\$4,500.00	\$0.00	\$247.50	\$247.50	(\$4,252.50)	6
10-3310-6000 UTILITY TAXES	\$140,000.00	\$140,000.00	\$0.00	\$5,679.50	\$5,679.50	(\$134,320.50)	4
10-3310-6100 COMMUNICATION TAXE	\$65,000.00	\$65,000.00	\$0.00	\$0.00	\$0.00	(\$65,000.00)	0
10-3310-6101 CIGARETTE TAXES	\$120,000.00	\$120,000.00	\$0.00	\$10,687.50	\$10,687.50	(\$109,312.50)	9
10-3320-1000 MOTOR VEHICLE FEES	\$165,000.00	\$165,000.00	\$0.00	\$10,636.60	\$10,636.60	(\$154,363.40)	6
10-3320-1500 DMV STOP FEE	\$30,000.00	\$30,000.00	\$0.00	\$1,094.39	\$1,094.39	(\$28,905.61)	4
10-3320-2000 ZONING & PERMIT FEES	\$31,000.00	\$31,000.00	\$0.00	\$270.00	\$270.00	(\$30,730.00)	1
10-3320-3000 BUSINESS LICENSE TAX	\$165,000.00	\$165,000.00	\$0.00	\$5,592.83	\$5,592.83	(\$159,407.17)	3
10-3320-4000 MEALS TAXES	\$975,000.00	\$975,000.00	\$0.00	\$84,036.13	\$84,036.13	(\$890,963.87)	9
10-3320-4100 LODGING TAXES	\$210,000.00	\$210,000.00	\$0.00	\$21,467.98	\$21,467.98	(\$188,532.02)	10
10-3330-2000 ROLLING STOCK	\$6,500.00	\$6,500.00	\$0.00	\$0.00	\$0.00	(\$6,500.00)	0
10-3330-3000 SALES TAXES	\$505,000.00	\$505,000.00	\$0.00	\$51,558.49	\$51,558.49	(\$453,441.51)	10
10-3330-4000 LAW ENFORCEMENT STA	\$122,020.00	\$122,020.00	\$0.00	\$0.00	\$0.00	(\$122,020.00)	0
10-3330-5000 RIGHT-OF-WAY FEES	\$22,000.00	\$22,000.00	\$0.00	\$2,417.94	\$2,417.94	(\$19,582.06)	11
10-3330-6000 HIGHWAY MAINTENANC	\$867,956.00	\$867,956.00	\$0.00	\$0.00	\$0.00	(\$867,956.00)	0
10-3330-7000 GRANTS RECEIVED	\$200,000.00	\$200,000.00	\$0.00	\$0.00	\$0.00	(\$200,000.00)	0
10-3330-7023 VDOT REV SHARE - BOR	\$980,600.00	\$980,600.00	\$0.00	\$0.00	\$0.00	(\$980,600.00)	0
10-3330-7036 VISITOR CENTER REVEN	\$35,000.00	\$35,000.00	\$0.00	\$659.39	\$659.39	(\$34,340.61)	2
10-3330-7040 SPECIAL EVENTS REVEN	\$17,000.00	\$17,000.00	\$0.00	\$360.00	\$360.00	(\$16,640.00)	2
10-3340-1000 FINES & COSTS	\$25,000.00	\$25,000.00	\$0.00	\$1,833.83	\$1,833.83	(\$23,166.17)	7
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	\$4,566.46	\$4,566.46	(\$30,433.54)	13
10-3350-4200 RETURNED CHECK FEE	\$0.00	\$0.00	\$0.00	\$175.00	\$175.00	\$175.00	0
10-3350-7000 INTEREST INCOME	\$30,000.00	\$30,000.00	\$0.00	\$0.00	\$0.00	(\$30,000.00)	0
10-3350-7026 VA COMMISSION FOR AR	\$4,500.00	\$4,500.00	\$0.00	\$0.00	\$0.00	(\$4,500.00)	0
10-3350-8700 PROCEEDS FROM BORR	\$2,390,000.00	\$2,390,000.00	\$0.00	\$0.00	\$0.00	(\$2,390,000.00)	0
10-3350-9060 TRANSFER FROM ARPA F	\$1,488,740.00	\$1,488,740.00	\$0.00	\$0.00	\$0.00	(\$1,488,740.00)	0
10-3350-9061 ARPA FUNDING - POLIC	\$114,642.00	\$114,642.00	\$0.00	\$0.00	\$0.00	(\$114,642.00)	0
10-4411-2000 MAYOR & TOWN COUNC	\$32,500.00	\$32,500.00	\$0.00	\$0.00	\$0.00	\$32,500.00	0
10-4411-3500 PLANNING COMMISSION	\$4,200.00	\$4,200.00	\$0.00	\$0.00	\$0.00	\$4,200.00	0
10-4411-7000 SALARIES & WAGES- RE	\$352,353.00	\$352,353.00	\$0.00	\$26,203.91	\$26,203.91	\$326,149.09	7
10-4411-8000 SALARIES & WAGES PAR	\$26,353.00	\$26,353.00	\$0.00	\$5,803.89	\$5,803.89	\$20,549.11	22
10-4411-9000 SALARIES & WAGES-OVE	\$2,000.00	\$2,000.00	\$0.00	\$24.15	\$24.15	\$1,975.85	1
10-4411-9001 FICA - ADMINISTRATION	\$31,781.00	\$31,781.00	\$0.00	\$2,306.91	\$2,306.91	\$29,474.09	7
10-4411-9002 VRS - ADMINISTRATION	\$49,218.00	\$49,218.00	\$0.00	\$0.00	\$0.00	\$49,218.00	0
10-4411-9003 HEALTH INSURANCE - E	\$31,636.00	\$31,636.00	\$0.00	\$17.78	\$17.78	\$31,618.22	0
10-4411-9005 EMPLOYEE STIPEND	\$840.00	\$840.00	\$0.00	\$64.60	\$64.60	\$775.40	8
10-4412-1600 INSURANCE PREMIUMS	\$12,000.00	\$12,000.00	\$0.00	\$0.00	\$0.00	\$12,000.00	0
10-4412-1700 ADVERTISING	\$4,000.00	\$4,000.00	\$0.00	\$0.00	\$0.00	\$4,000.00	0
10-4412-1900 LEGAL SERVICES	\$50,000.00	\$50,000.00	\$0.00	\$0.00	\$0.00	\$50,000.00	0
10-4412-2000 CONTRACTUAL SERVICE	\$25,000.00	\$25,000.00	\$0.00	\$262.77	\$262.77	\$24,737.23	1
10-4412-2020 DMV STOP FEE	\$15,000.00	\$15,000.00	\$0.00	\$0.00	\$0.00	\$15,000.00	0
10-4412-2100 PROFESSIONAL SERVICE	\$15,000.00	\$15,000.00	\$0.00	\$0.00	\$0.00	\$15,000.00	0
10-4412-2200 TELEPHONE	\$2,800.00	\$2,800.00	\$0.00	\$198.45	\$198.45	\$2,601.55	7
10-4412-2300 ELECTRICITY	\$4,500.00	\$4,500.00	\$0.00	\$0.00	\$0.00	\$4,500.00	0
10-4412-2500 FUEL-HEAT	\$1,000.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0

Town of Strasburg

Account	Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
10-4412-2600 GAS, GREASE, & OIL	\$500.00	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0
10-4412-2800 MATERIALS & SUPPLIES	\$21,000.00	\$21,000.00	\$0.00	\$1,226.87	\$1,226.87	\$19,773.13	6
10-4412-2855 COMPUTERS & SOFTWA	\$3,000.00	\$3,000.00	\$0.00	\$0.00	\$0.00	\$3,000.00	0
10-4412-2900 MEMBERSHIP DUES	\$2,000.00	\$2,000.00	\$0.00	\$2,043.06	\$2,043.06	(\$43.06)	102
10-4412-3000 MISCELLANEOUS	\$5,500.00	\$5,500.00	\$0.00	\$35.00	\$35.00	\$5,465.00	1
10-4412-3100 STRASBURG LIBRARY D	\$24,000.00	\$24,000.00	\$0.00	\$0.00	\$0.00	\$24,000.00	0
10-4412-3201 I/T SUPPORT	\$3,850.00	\$3,850.00	\$0.00	\$237.67	\$237.67	\$3,612.33	6
10-4412-3300 BUILDING MAINTENANC	\$6,400.00	\$6,400.00	\$0.00	\$16.65	\$16.65	\$6,383.35	0
10-4412-3700 TRAVEL & TRAINING	\$3,400.00	\$3,400.00	\$0.00	\$0.00	\$0.00	\$3,400.00	0
10-4412-3701 TRAVEL & TRAINING CO	\$3,500.00	\$3,500.00	\$0.00	\$0.00	\$0.00	\$3,500.00	0
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	\$0.00	\$0.00	\$15,000.00	0
10-4412-7700 PROJECTS	\$10,000.00	\$10,000.00	\$0.00	\$0.00	\$0.00	\$10,000.00	0
10-4412-7701 COUNTY TOURISM SUPP	\$32,000.00	\$32,000.00	\$0.00	\$0.00	\$0.00	\$32,000.00	0
10-4412-8000 RESCUE SQUAD DONATI	\$35,000.00	\$35,000.00	\$0.00	\$0.00	\$0.00	\$35,000.00	0
10-4412-8100 FIRE DEPT DONATION	\$35,000.00	\$35,000.00	\$0.00	\$108.33	\$108.33	\$34,891.67	0
10-4412-8800 BUSINESS PARK - DEBT	\$164,700.00	\$164,700.00	\$0.00	\$0.00	\$0.00	\$164,700.00	0
10-4412-9000 CONTINGENCY EXPENSE	\$20,000.00	\$20,000.00	\$0.00	\$0.00	\$0.00	\$20,000.00	0
10-4413-0400 CAPITAL PROJECTS	\$3,370,000.00	\$3,370,000.00	\$0.00	\$0.00	\$0.00	\$3,370,000.00	0
10-4413-0401 CAPITAL PROJECTS - B	\$1,000,000.00	\$1,000,000.00	\$0.00	\$0.00	\$0.00	\$1,000,000.00	0
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	\$3,660.46	\$3,660.46	\$152,751.54	2
10-4421-8000 SALARIES & WAGES - P	\$0.00	\$0.00	\$0.00	\$1,593.91	\$1,593.91	(\$1,593.91)	0
10-4421-9001 FICA	\$11,965.00	\$11,965.00	\$0.00	\$342.40	\$342.40	\$11,622.60	3
10-4421-9002 VRS - COMMUNITY INIT	\$22,414.00	\$22,414.00	\$0.00	\$0.00	\$0.00	\$22,414.00	0
10-4421-9003 HEALTH INSURANCE	\$20,080.00	\$20,080.00	\$0.00	\$6.54	\$6.54	\$20,073.46	0
10-4421-9005 EMPLOYEE STIPEND	\$840.00	\$840.00	\$0.00	\$32.30	\$32.30	\$807.70	4
10-4422-1700 ADVERTISING	\$2,000.00	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	0
10-4422-2000 CONTRACTUAL SERVICE	\$5,000.00	\$5,000.00	\$0.00	\$8.02	\$8.02	\$4,991.98	0
10-4422-2800 MATERIALS & SUPPLIES	\$1,500.00	\$1,500.00	\$0.00	\$0.00	\$0.00	\$1,500.00	0
10-4422-2855 COMPUTERS & SOFTWA	\$11,000.00	\$11,000.00	\$0.00	\$0.00	\$0.00	\$11,000.00	0
10-4422-2900 MEMBERSHIP DUES	\$500.00	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0
10-4422-3000 MISCELLANEOUS	\$700.00	\$700.00	\$0.00	\$0.00	\$0.00	\$700.00	0
10-4422-3201 I/T SUPPORT	\$700.00	\$700.00	\$0.00	\$69.90	\$69.90	\$630.10	10
10-4422-3700 TRAVEL & TRAINING	\$2,250.00	\$2,250.00	\$0.00	\$0.00	\$0.00	\$2,250.00	0
10-4422-3800 PLANNING DISTRICT CO	\$9,320.00	\$9,320.00	\$0.00	\$7,269.45	\$7,269.45	\$2,050.55	78
10-4422-3900 VIOLATIONS	\$4,000.00	\$4,000.00	\$0.00	\$0.00	\$0.00	\$4,000.00	0
10-4423-1411 UDO - REWRITE	\$60,000.00	\$60,000.00	\$0.00	\$0.00	\$0.00	\$60,000.00	0
10-4431-7000 SALARIES & WAGES - R	\$575,537.00	\$575,537.00	\$0.00	\$31,091.05	\$31,091.05	\$544,445.95	5
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	\$5,992.89	\$5,992.89	\$85,135.11	7
10-4431-9000 SALARIES & WAGES - O	\$25,900.00	\$25,900.00	\$0.00	\$826.38	\$826.38	\$25,073.62	3
10-4431-9001 FICA - PUBLIC WORKS	\$60,032.00	\$60,032.00	\$0.00	\$2,657.46	\$2,657.46	\$57,374.54	4
10-4431-9002 VRS - PUBLIC WORKS -	\$96,603.00	\$96,603.00	\$0.00	\$0.00	\$0.00	\$96,603.00	0
10-4431-9003 HEALTH INSURANCE - E	\$68,000.00	\$68,000.00	\$0.00	\$22.22	\$22.22	\$67,977.78	0
10-4431-9005 EMP STIPEND	\$2,200.00	\$2,200.00	\$0.00	\$193.80	\$193.80	\$2,006.20	9
10-4432-1600 INSURANCE PREMIUMS	\$12,000.00	\$12,000.00	\$0.00	\$0.00	\$0.00	\$12,000.00	0
10-4432-2000 CONTRACTUAL SERVICE	\$11,660.00	\$11,660.00	\$0.00	\$88.19	\$88.19	\$11,571.81	1
10-4432-2200 TELEPHONE	\$6,505.00	\$6,505.00	\$0.00	\$528.72	\$528.72	\$5,976.28	8
10-4432-2300 ELECTRICITY	\$6,000.00	\$6,000.00	\$0.00	\$0.00	\$0.00	\$6,000.00	0
10-4432-2400 STREET LIGHTS	\$50,000.00	\$50,000.00	\$0.00	\$0.00	\$0.00	\$50,000.00	0
10-4432-2500 FUEL-HEAT	\$5,100.00	\$5,100.00	\$0.00	\$0.00	\$0.00	\$5,100.00	0
10-4432-2600 GAS, GREASE, & OIL	\$11,517.00	\$11,517.00	\$0.00	\$0.00	\$0.00	\$11,517.00	0
10-4432-2700 TIRES & TUBES	\$2,100.00	\$2,100.00	\$0.00	\$0.00	\$0.00	\$2,100.00	0
10-4432-2800 MATERIALS & SUPPLIES	\$7,895.00	\$7,895.00	\$0.00	\$108.35	\$108.35	\$7,786.65	1
10-4432-2850 PERMITS & DUES	\$735.00	\$735.00	\$0.00	\$0.00	\$0.00	\$735.00	0
10-4432-2855 COMPUTERS & SOFTWA	\$1,930.00	\$1,930.00	\$0.00	\$0.00	\$0.00	\$1,930.00	0
10-4432-3000 MISCELLANEOUS	\$1,800.00	\$1,800.00	\$0.00	\$0.00	\$0.00	\$1,800.00	0

Town of Strasburg

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10-4432-3201 I/T SUPPORT	\$5,000.00	\$5,000.00	\$0.00	\$404.04	\$404.04	\$4,595.96	8
10-4432-3300 BUILDING MAINTENANC	\$6,430.00	\$6,430.00	\$0.00	\$0.00	\$0.00	\$6,430.00	0
10-4432-3400 REPAIRS EQUIPMENT	\$22,033.00	\$22,033.00	\$0.00	\$436.27	\$436.27	\$21,596.73	2
10-4432-3500 REPAIRS STREETS - TO	\$50,000.00	\$50,000.00	\$0.00	\$3,358.49	\$3,358.49	\$46,641.51	7
10-4432-3600 REPAIRS STREETS-STAT	\$714,218.00	\$714,218.00	\$0.00	\$0.00	\$0.00	\$714,218.00	0
10-4432-3700 TRAVEL & TRAINING	\$6,895.00	\$6,895.00	\$0.00	\$0.00	\$0.00	\$6,895.00	0
10-4432-3800 MISS UTILITY	\$1,000.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0
10-4432-4000 UNIFORMS/PPE	\$6,890.00	\$6,890.00	\$0.00	\$145.16	\$145.16	\$6,744.84	2
10-4432-4300 VEHICLE/EQUIPMENT PY	\$7,356.00	\$7,356.00	\$0.00	\$735.63	\$735.63	\$6,620.37	10
10-4432-4700 STORM WATER MANAGE	\$7,500.00	\$7,500.00	\$0.00	\$0.00	\$0.00	\$7,500.00	0
10-4432-4800 EQUIPMENT	\$6,120.00	\$6,120.00	\$0.00	\$0.00	\$0.00	\$6,120.00	0
10-4432-4900 HORTICULTURE	\$27,000.00	\$27,000.00	\$0.00	\$117.92	\$117.92	\$26,882.08	0
10-4432-5100 PRINCIPAL ON VRA SER	\$30,000.00	\$30,000.00	\$0.00	\$0.00	\$0.00	\$30,000.00	0
10-4432-5110 INTEREST VRA SERIES	\$17,500.00	\$17,500.00	\$0.00	\$0.00	\$0.00	\$17,500.00	0
10-4433-0100 CAPITAL PROJECTS - V	\$188,740.00	\$188,740.00	\$0.00	\$0.00	\$0.00	\$188,740.00	0
10-4441-7000 SALARIES & WAGES - R	\$1,243,104.00	\$1,243,104.00	\$0.00	\$101,297.89	\$101,297.89	\$1,141,806.11	8
10-4441-7010 SALARIES & WAGES - P	\$93,881.00	\$93,881.00	\$0.00	\$4,644.23	\$4,644.23	\$89,236.77	5
10-4441-9000 SALARIES & WAGES - O	\$93,200.00	\$93,200.00	\$0.00	\$23,928.54	\$23,928.54	\$69,271.46	26
10-4441-9001 FICA - PUBLIC SAFETY	\$109,410.00	\$109,410.00	\$0.00	\$9,328.24	\$9,328.24	\$100,081.76	9
10-4441-9002 VRS - PUBLIC SAFETY	\$176,916.00	\$176,916.00	\$0.00	\$0.00	\$0.00	\$176,916.00	0
10-4441-9003 HEALTH INSURANCE -	\$178,000.00	\$178,000.00	\$0.00	\$648.62	\$648.62	\$177,351.38	0
10-4441-9005 EMPLOYEE STIPEND	\$1,200.00	\$1,200.00	\$0.00	\$64.60	\$64.60	\$1,135.40	5
10-4442-1600 INSURANCE PREMIUMS	\$60,000.00	\$60,000.00	\$0.00	\$0.00	\$0.00	\$60,000.00	0
10-4442-2000 CONTRACTUAL SERVICE	\$101,254.00	\$101,254.00	\$0.00	\$765.09	\$765.09	\$100,488.91	1
10-4442-2200 TELEPHONE	\$11,000.00	\$11,000.00	\$0.00	\$248.75	\$248.75	\$10,751.25	2
10-4442-2300 ELECTRICITY	\$4,000.00	\$4,000.00	\$0.00	\$0.00	\$0.00	\$4,000.00	0
10-4442-2500 FUEL - HEAT	\$4,000.00	\$4,000.00	\$0.00	\$0.00	\$0.00	\$4,000.00	0
10-4442-2600 GAS	\$32,000.00	\$32,000.00	\$0.00	\$148.46	\$148.46	\$31,851.54	0
10-4442-2700 TIRES	\$3,000.00	\$3,000.00	\$0.00	\$0.00	\$0.00	\$3,000.00	0
10-4442-2800 MATERIALS & SUPPLIES	\$9,000.00	\$9,000.00	\$0.00	\$142.15	\$142.15	\$8,857.85	2
10-4442-2850 EQUIPMENT	\$15,000.00	\$15,000.00	\$0.00	\$0.00	\$0.00	\$15,000.00	0
10-4442-2855 COMPUTERS & SOFTWA	\$4,500.00	\$4,500.00	\$0.00	\$0.00	\$0.00	\$4,500.00	0
10-4442-2900 MEMBERSHIP DUES	\$1,500.00	\$1,500.00	\$0.00	\$0.00	\$0.00	\$1,500.00	0
10-4442-3000 MISCELLANEOUS	\$6,000.00	\$6,000.00	\$0.00	\$208.07	\$208.07	\$5,791.93	3
10-4442-3201 I/T SUPPORT	\$14,000.00	\$14,000.00	\$0.00	\$1,258.29	\$1,258.29	\$12,741.71	9
10-4442-3400 REPAIRS EQUIPMENT	\$35,000.00	\$35,000.00	\$0.00	\$3,058.74	\$3,058.74	\$31,941.26	9
10-4442-3700 TRAVEL & TRAINING	\$20,000.00	\$20,000.00	\$0.00	\$150.00	\$150.00	\$19,850.00	1
10-4442-3900 COMMUNITY POLICING	\$9,500.00	\$9,500.00	\$0.00	\$1,625.20	\$1,625.20	\$7,874.80	17
10-4442-4000 UNIFORMS	\$22,500.00	\$22,500.00	\$4,816.00	\$879.80	\$879.80	\$16,804.20	4
10-4442-4300 VEHICLE/EQUIPMENT PA	\$29,252.00	\$29,252.00	\$0.00	\$2,727.28	\$2,727.28	\$26,524.72	9
10-4442-4400 FIREARMS/RANGE	\$9,000.00	\$9,000.00	\$0.00	\$0.00	\$0.00	\$9,000.00	0
10-4443-0100 CAPITAL PROJECTS - V	\$114,642.00	\$114,642.00	\$0.00	\$0.00	\$0.00	\$114,642.00	0
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	\$5,451.85	\$5,451.85	\$67,759.15	7
10-4461-8000 SALARIES & WAGES - P	\$125,854.00	\$125,854.00	\$0.00	\$1,754.52	\$1,754.52	\$124,099.48	1
10-4461-9001 FICA - ER	\$15,229.00	\$15,229.00	\$0.00	\$549.02	\$549.02	\$14,679.98	4
10-4461-9002 VRS - ER	\$10,491.00	\$10,491.00	\$0.00	\$0.00	\$0.00	\$10,491.00	0
10-4461-9003 HEALTH INSURANCE - E	\$7,638.00	\$7,638.00	\$0.00	\$6.54	\$6.54	\$7,631.46	0
10-4461-9005 EMPLOYEE STIPEND	\$450.00	\$450.00	\$0.00	\$32.30	\$32.30	\$417.70	7
10-4462-1700 ADVERTISING	\$2,200.00	\$2,200.00	\$0.00	\$0.00	\$0.00	\$2,200.00	0
10-4462-2101 GRANT EXPENSE	\$9,000.00	\$9,000.00	\$0.00	\$0.00	\$0.00	\$9,000.00	0
10-4462-2400 PURCHASE FOR RESALE	\$14,500.00	\$14,500.00	\$0.00	\$231.00	\$231.00	\$14,269.00	2
10-4462-2800 MATERIALS & SUPPLIES	\$1,000.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0
10-4462-2855 COMPUTERS & SOFTWA	\$2,200.00	\$2,200.00	\$0.00	\$1,638.00	\$1,638.00	\$562.00	74
10-4462-2900 MEMBERSHIP DUES	\$1,000.00	\$1,000.00	\$0.00	\$470.00	\$470.00	\$530.00	47
10-4462-3000 MISCELLANEOUS	\$500.00	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0
10-4462-3201 I/T SUPPORT	\$1,700.00	\$1,700.00	\$0.00	\$69.90	\$69.90	\$1,630.10	4
10-4462-3700 TRAVEL & TRAINING	\$7,500.00	\$7,500.00	\$0.00	\$0.00	\$0.00	\$7,500.00	0

Town of Strasburg

Account	Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
10-4462-7000 PROJECTS & PROGRAMS	\$34,000.00	\$34,000.00	\$0.00	\$294.84	\$294.84	\$33,705.16	1
10-4462-7200 TOURISM	\$40,800.00	\$40,800.00	\$0.00	\$0.00	\$0.00	\$40,800.00	0
10-4462-7250 VISITOR CENTER EXPEN	\$26,000.00	\$26,000.00	\$0.00	\$1,853.81	\$1,853.81	\$24,146.19	7
10-5310-1000 POOL ADMISSION RECEI	\$35,000.00	\$35,000.00	\$0.00	\$6,779.75	\$6,779.75	(\$28,220.25)	19
10-5310-1500 SWIM LESSONS	\$3,000.00	\$3,000.00	\$0.00	\$2,719.00	\$2,719.00	(\$281.00)	91
10-5310-2000 CONCESSION RECEIPTS	\$20,000.00	\$20,000.00	\$0.00	\$5,551.93	\$5,551.93	(\$14,448.07)	28
10-5310-3000 RECREATIONAL RENTAL	\$18,000.00	\$18,000.00	\$0.00	\$450.00	\$450.00	(\$17,550.00)	3
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	\$0.00	\$0.00	(\$1,000.00)	0
10-5411-7000 SALARIES & WAGES - P	\$94,000.00	\$94,000.00	\$0.00	\$26,684.95	\$26,684.95	\$67,315.05	28
10-5411-9001 FICA - PARKS & RECRE	\$7,191.00	\$7,191.00	\$0.00	\$2,041.40	\$2,041.40	\$5,149.60	28
10-5412-1600 INSURANCE PREMIUMS	\$4,000.00	\$4,000.00	\$0.00	\$0.00	\$0.00	\$4,000.00	0
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	\$0.00	\$0.00	\$9,000.00	0
10-5412-2000 CONTRACTUAL SERVICE	\$6,000.00	\$6,000.00	\$0.00	\$0.00	\$0.00	\$6,000.00	0
10-5412-2300 ELECTRICITY	\$9,500.00	\$9,500.00	\$0.00	\$1,120.36	\$1,120.36	\$8,379.64	12
10-5412-2400 PURCHASE FOR RESALE	\$15,000.00	\$15,000.00	\$0.00	\$96.75	\$96.75	\$14,903.25	1
10-5412-2800 MATERIALS & SUPPLIES	\$4,500.00	\$4,500.00	\$0.00	\$210.68	\$210.68	\$4,289.32	5
10-5412-2860 PARK MAINTENANCE	\$7,000.00	\$7,000.00	\$0.00	\$735.08	\$735.08	\$6,264.92	11
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	\$0.00	\$0.00	\$750.00	0
10-5412-3300 BUILDING MAINTENANC	\$5,000.00	\$5,000.00	\$0.00	\$1.49	\$1.49	\$4,998.51	0
10-5412-3400 REPAIRS EQUIPMENT	\$5,000.00	\$5,000.00	\$2,065.00	\$0.00	\$0.00	\$2,935.00	0
10-5412-4000 EVENT EXPENSES	\$43,100.00	\$43,100.00	\$6,000.00	\$7,558.02	\$7,558.02	\$29,541.98	18
10-5412-7000 RECREATIONAL PROGRA	\$3,000.00	\$3,000.00	\$0.00	\$516.99	\$516.99	\$2,483.01	17
10-5413-0300 CAPITAL OUTLAY REC	\$505,000.00	\$505,000.00	\$0.00	\$0.00	\$0.00	\$505,000.00	0
Reporting Fund: 10-GENERAL FUND							
FundRevTot	\$11,533,958.00	\$11,533,958.00	\$0.00	\$276,006.22	\$276,006.22	(\$11,257,951.78)	2
FundExpTot	\$11,533,958.00	\$11,533,958.00	\$12,881.00	\$300,681.04	\$300,681.04	\$11,220,395.96	3
Reporting Fund: 20-WATER FUND							
20-3350-7500 LEASE RECEIPTS	\$88,000.00	\$88,000.00	\$0.00	\$0.00	\$0.00	(\$88,000.00)	0
20-3360-1000 WATER REVENUE	\$2,430,000.00	\$2,430,000.00	\$0.00	\$177,798.52	\$177,798.52	(\$2,252,201.48)	7
20-3360-2000 WATER PENALTIES	\$75,000.00	\$75,000.00	\$0.00	\$6,934.93	\$6,934.93	(\$68,065.07)	9
20-3360-3000 WATER AVAILABILITY F	\$153,000.00	\$153,000.00	\$0.00	\$43,500.00	\$43,500.00	(\$109,500.00)	28
20-3360-3100 WATER TAP FEES	\$35,000.00	\$35,000.00	\$0.00	\$0.00	\$0.00	(\$35,000.00)	0
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	\$1,200.00	\$1,200.00	(\$18,800.00)	6
20-3360-7000 WATER INTEREST INCOM	\$40,000.00	\$40,000.00	\$0.00	\$0.00	\$0.00	(\$40,000.00)	0
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	\$6,720.39	\$6,720.39	\$86,408.61	7
20-4411-8000 SALARIES & WAGES - P	\$150.00	\$150.00	\$0.00	\$0.00	\$0.00	\$150.00	0
20-4411-9000 SALARIES & WAGES - O	\$1,000.00	\$1,000.00	\$0.00	\$82.90	\$82.90	\$917.10	8
20-4411-9001 FICA - ADMINISTRATIO	\$7,135.00	\$7,135.00	\$0.00	\$485.84	\$485.84	\$6,649.16	7
20-4411-9002 VRS - ADMINISTRATION	\$13,223.00	\$13,223.00	\$0.00	\$0.00	\$0.00	\$13,223.00	0
20-4411-9003 HEALTH INSURANCE ER	\$11,461.00	\$11,461.00	\$0.00	\$17.26	\$17.26	\$11,443.74	0
20-4412-1600 INSURANCE PREMIUMS	\$5,500.00	\$5,500.00	\$0.00	\$0.00	\$0.00	\$5,500.00	0
20-4412-2000 CONTRACTUAL SERVICE	\$24,280.00	\$24,280.00	\$0.00	\$251.26	\$251.26	\$24,028.74	1
20-4412-2100 PROFESSIONAL SERVICE	\$16,500.00	\$16,500.00	\$0.00	\$0.00	\$0.00	\$16,500.00	0
20-4412-2200 TELEPHONE	\$3,000.00	\$3,000.00	\$0.00	\$192.59	\$192.59	\$2,807.41	6
20-4412-2300 ELECTRICITY	\$4,400.00	\$4,400.00	\$0.00	\$0.00	\$0.00	\$4,400.00	0
20-4412-2500 FUEL-HEAT	\$800.00	\$800.00	\$0.00	\$0.00	\$0.00	\$800.00	0
20-4412-2800 MATERIALS & SUPPLIES	\$20,880.00	\$20,880.00	\$0.00	\$226.75	\$226.75	\$20,653.25	1
20-4412-2855 COMPUTERS & SOFTWA	\$2,000.00	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	0
20-4412-2900 MEMBERSHIP DUES	\$625.00	\$625.00	\$0.00	\$1,982.97	\$1,982.97	(\$1,357.97)	317
20-4412-3000 MISCELLANEOUS	\$2,500.00	\$2,500.00	\$0.00	\$0.00	\$0.00	\$2,500.00	0
20-4412-3201 I/T SUPPORT	\$3,500.00	\$3,500.00	\$0.00	\$230.68	\$230.68	\$3,269.32	7
20-4412-3300 BUILDING MAINTENANC	\$6,400.00	\$6,400.00	\$0.00	\$16.17	\$16.17	\$6,383.83	0
20-4412-3700 TRAVEL & TRAINING	\$3,300.00	\$3,300.00	\$0.00	\$0.00	\$0.00	\$3,300.00	0

Town of Strasburg

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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	\$784.39	\$784.39	\$8,349.61	9
20-4421-9001 FICA	\$699.00	\$699.00	\$0.00	\$60.00	\$60.00	\$639.00	9
20-4421-9002 VRS	\$1,309.00	\$1,309.00	\$0.00	\$0.00	\$0.00	\$1,309.00	0
20-4421-9003 HEALTH INSURANCE	\$1,116.00	\$1,116.00	\$0.00	\$3.27	\$3.27	\$1,112.73	0
20-4422-3201 I/T SUPPORT	\$0.00	\$0.00	\$0.00	\$34.95	\$34.95	(\$34.95)	0
20-4431-7000 SALARIES & WAGES - R	\$169,550.00	\$169,550.00	\$0.00	\$15,704.47	\$15,704.47	\$153,845.53	9
20-4431-8000 SALARIES & WAGES - P	\$14,081.00	\$14,081.00	\$0.00	\$1,086.69	\$1,086.69	\$12,994.31	8
20-4431-9000 SALARIES & WAGES - O	\$5,550.00	\$5,550.00	\$0.00	\$632.82	\$632.82	\$4,917.18	11
20-4431-9001 FICA - PUBLIC WORKS	\$14,814.00	\$14,814.00	\$0.00	\$1,332.70	\$1,332.70	\$13,481.30	9
20-4431-9002 VRS - PUBLIC WORKS	\$25,728.00	\$25,728.00	\$0.00	\$0.00	\$0.00	\$25,728.00	0
20-4431-9003 HEALTH INSURANCE	\$38,500.00	\$38,500.00	\$0.00	\$21.57	\$21.57	\$38,478.43	0
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	\$0.00	\$0.00	\$9,000.00	0
20-4432-2000 CONTRACTUAL SERVICE	\$11,305.00	\$11,305.00	\$0.00	\$44.09	\$44.09	\$11,260.91	0
20-4432-2200 TELEPHONE	\$6,320.00	\$6,320.00	\$0.00	\$513.19	\$513.19	\$5,806.81	8
20-4432-2300 ELECTRICITY	\$7,500.00	\$7,500.00	\$0.00	\$0.00	\$0.00	\$7,500.00	0
20-4432-2500 GAS FUEL	\$4,950.00	\$4,950.00	\$0.00	\$0.00	\$0.00	\$4,950.00	0
20-4432-2600 GAS, GREASE, & OIL	\$11,100.00	\$11,100.00	\$0.00	\$0.00	\$0.00	\$11,100.00	0
20-4432-2700 TIRES & TUBES	\$2,000.00	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	0
20-4432-2800 MATERIAL & SUPPLIES	\$7,665.00	\$7,665.00	\$0.00	\$100.14	\$100.14	\$7,564.86	1
20-4432-2850 PERMITS & DUES	\$455.00	\$455.00	\$0.00	\$0.00	\$0.00	\$455.00	0
20-4432-2855 COMPUTERS & SOFTWA	\$1,700.00	\$1,700.00	\$0.00	\$0.00	\$0.00	\$1,700.00	0
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	\$392.16	\$392.16	\$3,807.84	9
20-4432-3300 BUILDING MAINTENANC	\$6,235.00	\$6,235.00	\$0.00	\$0.00	\$0.00	\$6,235.00	0
20-4432-3400 REPAIRS EQUIPMENT	\$21,385.00	\$21,385.00	\$0.00	\$423.29	\$423.29	\$20,961.71	2
20-4432-3700 TRAVEL & TRAINING	\$6,650.00	\$6,650.00	\$0.00	\$0.00	\$0.00	\$6,650.00	0
20-4432-3800 MISS UTILITY	\$975.00	\$975.00	\$0.00	\$0.00	\$0.00	\$975.00	0
20-4432-4000 UNIFORMS/PPE	\$6,640.00	\$6,640.00	\$0.00	\$140.88	\$140.88	\$6,499.12	2
20-4432-4300 VEHICLE/EQUIPMENT PA	\$7,140.00	\$7,140.00	\$0.00	\$713.99	\$713.99	\$6,426.01	10
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	\$0.00	\$0.00	\$0.00	\$100,000.00	0
20-4432-4800 EQUIPMENT	\$5,940.00	\$5,940.00	\$0.00	\$0.00	\$0.00	\$5,940.00	0
20-4432-5100 PRINCIPAL ON VRA SER	\$60,000.00	\$60,000.00	\$0.00	\$0.00	\$0.00	\$60,000.00	0
20-4432-5110 INTEREST VRA SERIES	\$35,000.00	\$35,000.00	\$0.00	\$0.00	\$0.00	\$35,000.00	0
20-4433-0990 CIP PROJECTS	\$750,000.00	\$750,000.00	\$0.00	\$0.00	\$0.00	\$750,000.00	0
20-4451-7000 SALARIES & WAGES - R	\$365,226.00	\$365,226.00	\$0.00	\$27,257.08	\$27,257.08	\$337,968.92	7
20-4451-8000 WAGES PART TIME	\$1,600.00	\$1,600.00	\$0.00	\$0.00	\$0.00	\$1,600.00	0
20-4451-9000 SALARIES & WAGES - O	\$15,000.00	\$15,000.00	\$0.00	\$992.62	\$992.62	\$14,007.38	7
20-4451-9001 FICA - WATER TREATME	\$29,210.00	\$29,210.00	\$0.00	\$2,028.70	\$2,028.70	\$27,181.30	7
20-4451-9002 VRS - WATER TREATMEN	\$49,082.00	\$49,082.00	\$0.00	\$0.00	\$0.00	\$49,082.00	0
20-4451-9003 HEALTH INSURANCE	\$50,552.00	\$50,552.00	\$0.00	\$0.00	\$0.00	\$50,552.00	0
20-4451-9005 EMPLOYEE STIPENED	\$1,660.00	\$1,660.00	\$0.00	\$193.80	\$193.80	\$1,466.20	12
20-4452-1600 INSURANCE PREMIUMS	\$22,500.00	\$22,500.00	\$0.00	\$0.00	\$0.00	\$22,500.00	0
20-4452-1900 WATER PLANT CHEMICA	\$125,000.00	\$125,000.00	\$0.00	\$0.00	\$0.00	\$125,000.00	0
20-4452-2000 CONTRACTUAL SERVICE	\$40,985.00	\$40,985.00	\$4,320.00	\$918.68	\$918.68	\$35,746.32	2
20-4452-2200 TELEPHONE	\$3,200.00	\$3,200.00	\$0.00	\$0.00	\$0.00	\$3,200.00	0
20-4452-2300 ELECTRICITY	\$105,000.00	\$105,000.00	\$0.00	\$9,088.59	\$9,088.59	\$95,911.41	9
20-4452-2500 FUEL /LP	\$5,900.00	\$5,900.00	\$0.00	\$0.00	\$0.00	\$5,900.00	0
20-4452-2600 GAS, GREASE, & OIL	\$3,000.00	\$3,000.00	\$0.00	\$0.00	\$0.00	\$3,000.00	0
20-4452-2800 MATERIALS & SUPPLIES	\$4,400.00	\$4,400.00	\$0.00	\$15.00	\$15.00	\$4,385.00	0
20-4452-2850 PERMIT FEES & DUES	\$12,725.00	\$12,725.00	\$0.00	\$0.00	\$0.00	\$12,725.00	0
20-4452-2855 COMPUTERS & SOFTWA	\$2,250.00	\$2,250.00	\$0.00	\$0.00	\$0.00	\$2,250.00	0
20-4452-2900 LAB OPERATING	\$10,500.00	\$10,500.00	\$2,227.87	\$0.00	\$0.00	\$8,272.13	0
20-4452-3000 MISCELLANEOUS	\$3,000.00	\$3,000.00	\$0.00	\$0.00	\$0.00	\$3,000.00	0

Town of Strasburg

Account	Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
20-4452-3100 TESTING	\$10,915.00	\$10,915.00	\$0.00	\$0.00	\$0.00	\$10,915.00	0
20-4452-3201 I/T SUPPORT	\$8,500.00	\$8,500.00	\$0.00	\$419.42	\$419.42	\$8,080.58	5
20-4452-3300 BUILDING MAINTENANC	\$10,100.00	\$10,100.00	\$0.00	\$0.00	\$0.00	\$10,100.00	0
20-4452-3400 REPAIRS EQUIPMENT	\$50,000.00	\$50,000.00	\$0.00	\$0.00	\$0.00	\$50,000.00	0
20-4452-3700 TRAVEL & TRAINING	\$13,200.00	\$13,200.00	\$0.00	\$0.00	\$0.00	\$13,200.00	0
20-4452-4000 UNIFORMS	\$5,400.00	\$5,400.00	\$0.00	\$375.00	\$375.00	\$5,025.00	7
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	\$0.00	\$0.00	\$91,080.00	0
20-4452-5000 WTP LOAN-RURAL DEV	\$481,120.00	\$481,120.00	\$0.00	\$0.00	\$0.00	\$481,120.00	0
20-4453-0990 CIP PROJECTS	\$117,500.00	\$117,500.00	\$0.00	\$0.00	\$0.00	\$117,500.00	0
20-4461-9003 HEALTH INSURANCE	\$0.00	\$0.00	\$0.00	\$3.27	\$3.27	(\$3.27)	0
20-4462-3201 I/T SUPPORT	\$0.00	\$0.00	\$0.00	\$34.95	\$34.95	(\$34.95)	0
Reporting Fund: 20-WATER FUND							
FundRevTot	\$3,592,000.00	\$3,592,000.00	\$0.00	\$229,433.45	\$229,433.45	(\$3,362,566.55)	6
FundExpTot	\$3,592,000.00	\$3,592,000.00	\$6,547.87	\$73,522.52	\$73,522.52	\$3,511,929.61	2
Reporting Fund: 30-SEWER FUND							
30-3370-1000 SEWER REVENUE	\$2,472,635.00	\$2,472,635.00	\$0.00	\$205,883.68	\$205,883.68	(\$2,266,751.32)	8
30-3370-2000 SEWER PENALTIES	\$50,000.00	\$50,000.00	\$0.00	\$2,300.00	\$2,300.00	(\$47,700.00)	5
30-3370-3000 SEWER AVAILABILITY F	\$153,000.00	\$153,000.00	\$0.00	\$43,500.00	\$43,500.00	(\$109,500.00)	28
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	\$0.00	\$0.00	(\$2,500.00)	0
30-3370-7000 SEWER INTEREST INCO	\$40,000.00	\$40,000.00	\$0.00	\$0.00	\$0.00	(\$40,000.00)	0
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	\$6,727.96	\$6,727.96	\$86,401.04	7
30-4411-8000 SALARIES & WAGES - P	\$150.00	\$150.00	\$0.00	\$0.00	\$0.00	\$150.00	0
30-4411-9000 SALARIES & WAGES - O	\$1,000.00	\$1,000.00	\$0.00	\$70.86	\$70.86	\$929.14	7
30-4411-9001 FICA - ADMININSTRATI	\$7,135.00	\$7,135.00	\$0.00	\$520.11	\$520.11	\$6,614.89	7
30-4411-9002 VRS - ADMINISTRATION	\$13,366.00	\$13,366.00	\$0.00	\$0.00	\$0.00	\$13,366.00	0
30-4411-9003 HEALTH INSURANCE	\$11,461.00	\$11,461.00	\$0.00	\$17.26	\$17.26	\$11,443.74	0
30-4412-1600 INSURANCE PREMIUMS	\$5,500.00	\$5,500.00	\$0.00	\$0.00	\$0.00	\$5,500.00	0
30-4412-2000 CONTRACTUAL SERVICE	\$24,280.00	\$24,280.00	\$0.00	\$251.26	\$251.26	\$24,028.74	1
30-4412-2100 PROFESSIONAL SERVICE	\$16,500.00	\$16,500.00	\$0.00	\$0.00	\$0.00	\$16,500.00	0
30-4412-2200 TELEPHONE	\$3,000.00	\$3,000.00	\$0.00	\$192.59	\$192.59	\$2,807.41	6
30-4412-2300 ELECTRICITY	\$4,400.00	\$4,400.00	\$0.00	\$0.00	\$0.00	\$4,400.00	0
30-4412-2500 FUEL-HEAT	\$800.00	\$800.00	\$0.00	\$0.00	\$0.00	\$800.00	0
30-4412-2800 MATERIALS & SUPPLIES	\$20,880.00	\$20,880.00	\$0.00	\$226.74	\$226.74	\$20,653.26	1
30-4412-2855 COMPUTERS & SOFTWA	\$2,000.00	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	0
30-4412-2900 MEMBERSHIP DUES	\$625.00	\$625.00	\$0.00	\$1,982.97	\$1,982.97	(\$1,357.97)	317
30-4412-3000 MISCELLANEOUS	\$2,500.00	\$2,500.00	\$0.00	\$0.00	\$0.00	\$2,500.00	0
30-4412-3201 I/T SUPPORT	\$3,500.00	\$3,500.00	\$0.00	\$230.68	\$230.68	\$3,269.32	7
30-4412-3300 BUILDING MAINTENANC	\$6,410.00	\$6,410.00	\$0.00	\$16.17	\$16.17	\$6,393.83	0
30-4412-3700 TRAVEL & TRAINING	\$3,300.00	\$3,300.00	\$0.00	\$0.00	\$0.00	\$3,300.00	0
30-4412-9000 CONTINGENCY	\$15,000.00	\$15,000.00	\$0.00	\$0.00	\$0.00	\$15,000.00	0
30-4421-7000 SALARIES & WAGES	\$9,134.00	\$9,134.00	\$0.00	\$784.39	\$784.39	\$8,349.61	9
30-4421-9001 FICA	\$699.00	\$699.00	\$0.00	\$60.00	\$60.00	\$639.00	9
30-4421-9002 VRS	\$1,309.00	\$1,309.00	\$0.00	\$0.00	\$0.00	\$1,309.00	0
30-4421-9003 HEALTH INSURANCE	\$1,116.00	\$1,116.00	\$0.00	\$3.27	\$3.27	\$1,112.73	0
30-4422-3201 I/T SUPPORT	\$0.00	\$0.00	\$0.00	\$34.95	\$34.95	(\$34.95)	0
30-4431-7000 SALARIES & WAGES - R	\$169,550.00	\$169,550.00	\$0.00	\$15,704.47	\$15,704.47	\$153,845.53	9
30-4431-8000 SALARIES & WAGES - P	\$14,081.00	\$14,081.00	\$0.00	\$1,086.69	\$1,086.69	\$12,994.31	8
30-4431-9000 SALARIES & WAGES - O	\$5,550.00	\$5,550.00	\$0.00	\$507.10	\$507.10	\$5,042.90	9
30-4431-9001 FICA - PUBLIC WORKS	\$14,814.00	\$14,814.00	\$0.00	\$1,323.08	\$1,323.08	\$13,490.92	9
30-4431-9002 VRS - PUBLC WORKS	\$25,728.00	\$25,728.00	\$0.00	\$0.00	\$0.00	\$25,728.00	0
30-4431-9003 HEALTH INSURANCE	\$38,500.00	\$38,500.00	\$0.00	\$21.57	\$21.57	\$38,478.43	0
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	\$0.00	\$0.00	\$9,000.00	0

Town of Strasburg

Account	Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
30-4432-1900 CHEMICALS	\$20,000.00	\$20,000.00	\$0.00	\$0.00	\$0.00	\$20,000.00	0
30-4432-2000 CONTRACTUAL SERVICE	\$11,305.00	\$11,305.00	\$0.00	\$44.09	\$44.09	\$11,260.91	0
30-4432-2200 TELEPHONE	\$6,320.00	\$6,320.00	\$0.00	\$513.19	\$513.19	\$5,806.81	8
30-4432-2300 ELECTRICITY	\$7,540.00	\$7,540.00	\$0.00	\$0.00	\$0.00	\$7,540.00	0
30-4432-2500 FUEL-HEAT	\$4,950.00	\$4,950.00	\$0.00	\$0.00	\$0.00	\$4,950.00	0
30-4432-2600 GAS,GREASE & OIL	\$11,170.00	\$11,170.00	\$0.00	\$0.00	\$0.00	\$11,170.00	0
30-4432-2700 TIRES & TUBES	\$2,038.00	\$2,038.00	\$0.00	\$0.00	\$0.00	\$2,038.00	0
30-4432-2800 MATERIALS & SUPPLIES	\$7,670.00	\$7,670.00	\$0.00	\$100.14	\$100.14	\$7,569.86	1
30-4432-2850 PERMITS & DUES	\$455.00	\$455.00	\$0.00	\$0.00	\$0.00	\$455.00	0
30-4432-2855 COMPUTERS & SOFTWA	\$1,700.00	\$1,700.00	\$0.00	\$0.00	\$0.00	\$1,700.00	0
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	\$392.16	\$392.16	\$3,807.84	9
30-4432-3300 BUILDING MAINTENANC	\$6,235.00	\$6,235.00	\$0.00	\$0.00	\$0.00	\$6,235.00	0
30-4432-3400 REPAIRS EQUIPMENT	\$21,385.00	\$21,385.00	\$0.00	\$423.29	\$423.29	\$20,961.71	2
30-4432-3700 TRAVEL & TRAINING	\$6,650.00	\$6,650.00	\$0.00	\$0.00	\$0.00	\$6,650.00	0
30-4432-3800 MISS UTILITY	\$980.00	\$980.00	\$0.00	\$0.00	\$0.00	\$980.00	0
30-4432-4000 UNIFORMS/PPE	\$6,640.00	\$6,640.00	\$0.00	\$140.88	\$140.88	\$6,499.12	2
30-4432-4300 VEHICLE/EQUIPMENT PA	\$7,140.00	\$7,140.00	\$0.00	\$713.99	\$713.99	\$6,426.01	10
30-4432-4500 INFRASTRUCTURE REPA	\$100,000.00	\$100,000.00	\$1,393.56	\$0.00	\$0.00	\$98,606.44	0
30-4432-4800 EQUIPMENT	\$5,940.00	\$5,940.00	\$0.00	\$0.00	\$0.00	\$5,940.00	0
30-4432-5100 PRINCIPAL ON VRA SER	\$60,000.00	\$60,000.00	\$0.00	\$0.00	\$0.00	\$60,000.00	0
30-4432-5110 INTEREST VRA SERIES	\$35,000.00	\$35,000.00	\$0.00	\$0.00	\$0.00	\$35,000.00	0
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	\$27,826.14	\$27,826.14	\$358,338.86	7
30-4451-8000 WAGES - PARTTIME	\$1,500.00	\$1,500.00	\$0.00	\$0.00	\$0.00	\$1,500.00	0
30-4451-9000 SALARIES & WAGES - O	\$11,700.00	\$11,700.00	\$0.00	\$326.64	\$326.64	\$11,373.36	3
30-4451-9001 FICA - SEWER TREATME	\$29,658.00	\$29,658.00	\$0.00	\$1,958.34	\$1,958.34	\$27,699.66	7
30-4451-9002 VRS - SEWER TREATMEN	\$55,553.00	\$55,553.00	\$0.00	\$0.00	\$0.00	\$55,553.00	0
30-4451-9003 HEALTH INSURANCE	\$56,578.00	\$56,578.00	\$0.00	\$0.00	\$0.00	\$56,578.00	0
30-4451-9005 EMPLOYEE STIPEND	\$500.00	\$500.00	\$0.00	\$129.20	\$129.20	\$370.80	26
30-4452-1600 INSURANCE PREMIUMS	\$22,000.00	\$22,000.00	\$0.00	\$0.00	\$0.00	\$22,000.00	0
30-4452-1900 CHEMICALS	\$170,100.00	\$170,100.00	\$0.00	\$4,990.09	\$4,990.09	\$165,109.91	3
30-4452-2000 CONTRACTUAL SERVICE	\$31,500.00	\$31,500.00	\$0.00	\$1,741.67	\$1,741.67	\$29,758.33	6
30-4452-2200 TELEPHONE	\$7,800.00	\$7,800.00	\$0.00	\$275.21	\$275.21	\$7,524.79	4
30-4452-2300 ELECTRICITY	\$175,000.00	\$175,000.00	\$0.00	\$14,726.72	\$14,726.72	\$160,273.28	8
30-4452-2500 FUEL-HEAT	\$8,000.00	\$8,000.00	\$0.00	\$0.00	\$0.00	\$8,000.00	0
30-4452-2600 GAS,GREASE, & OIL	\$7,200.00	\$7,200.00	\$0.00	\$0.00	\$0.00	\$7,200.00	0
30-4452-2800 MATERIALS & SUPPLIES	\$10,500.00	\$10,500.00	\$0.00	\$646.57	\$646.57	\$9,853.43	6
30-4452-2850 PERMIT FEE & DUES	\$10,200.00	\$10,200.00	\$0.00	\$0.00	\$0.00	\$10,200.00	0
30-4452-2855 COMPUTERS & SOFTWA	\$2,250.00	\$2,250.00	\$0.00	\$0.00	\$0.00	\$2,250.00	0
30-4452-2900 LAB OPERATING	\$43,100.00	\$43,100.00	\$0.00	\$0.00	\$0.00	\$43,100.00	0
30-4452-3000 MISCELLANEOUS	\$2,250.00	\$2,250.00	\$0.00	\$0.00	\$0.00	\$2,250.00	0
30-4452-3100 TESTING	\$6,400.00	\$6,400.00	\$0.00	\$0.00	\$0.00	\$6,400.00	0
30-4452-3201 I/T SUPPORT	\$5,500.00	\$5,500.00	\$0.00	\$489.32	\$489.32	\$5,010.68	9
30-4452-3300 BUILDINGS MAINTENAN	\$10,000.00	\$10,000.00	\$0.00	\$0.00	\$0.00	\$10,000.00	0
30-4452-3400 REPAIRS EQUIPMENT	\$105,100.00	\$105,100.00	\$0.00	\$0.00	\$0.00	\$105,100.00	0
30-4452-3450 PUMP STATION REPAIR	\$17,000.00	\$17,000.00	\$0.00	\$0.00	\$0.00	\$17,000.00	0
30-4452-3700 TRAVEL & TRAINING	\$4,740.00	\$4,740.00	\$0.00	\$0.00	\$0.00	\$4,740.00	0
30-4452-4000 UNIFORMS	\$5,980.00	\$5,980.00	\$0.00	\$0.00	\$0.00	\$5,980.00	0
30-4452-4800 EQUIPMENT	\$1,600.00	\$1,600.00	\$0.00	\$0.00	\$0.00	\$1,600.00	0
30-4452-5100 VRA LOAN/WWTP UPGR	\$655,715.00	\$655,715.00	\$0.00	\$0.00	\$0.00	\$655,715.00	0
30-4452-5500 SLUDGE REMOVAL	\$102,200.00	\$102,200.00	\$0.00	\$0.00	\$0.00	\$102,200.00	0
30-4452-5600 POLUTION CREDITS	\$15,000.00	\$15,000.00	\$0.00	\$0.00	\$0.00	\$15,000.00	0
30-4453-0990 WWTP CIP PROJECTS	\$205,200.00	\$205,200.00	\$0.00	\$0.00	\$0.00	\$205,200.00	0
30-4461-9003 HEALTH INSURANCE ER	\$0.00	\$0.00	\$0.00	\$3.27	\$3.27	(\$3.27)	0
30-4462-3201 I/T SUPPORT	\$0.00	\$0.00	\$0.00	\$34.95	\$34.95	(\$34.95)	0

Town of Strasburg

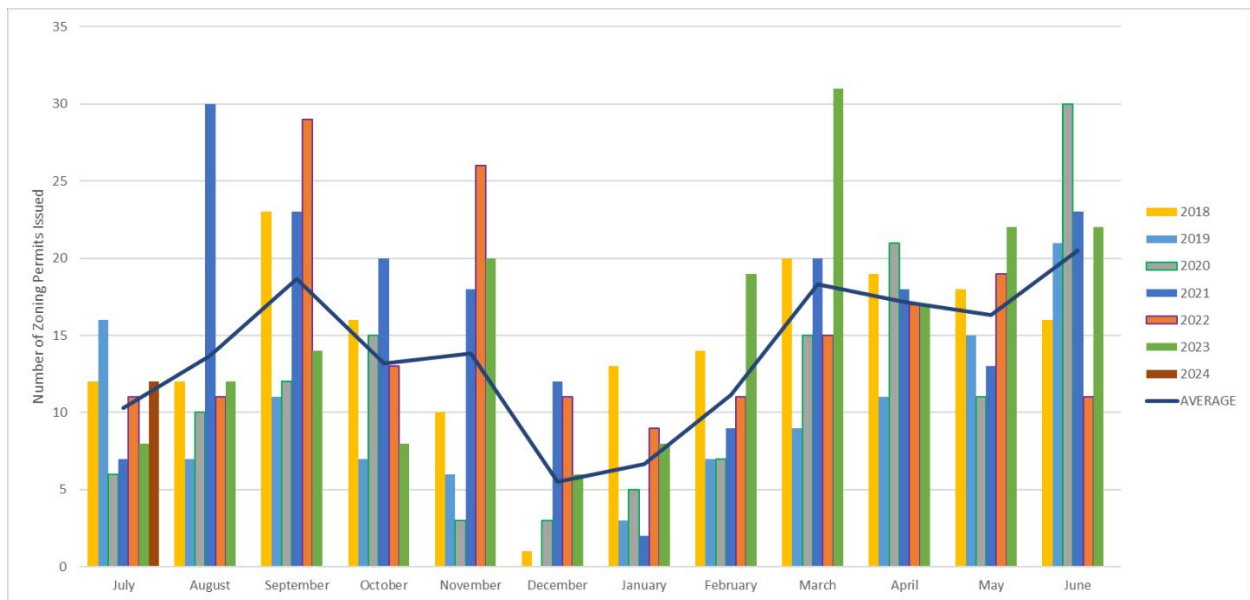
Account	Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
Reporting Fund: 30-SEWER FUND							
FundRevTot	\$4,182,624.00	\$4,182,624.00	\$0.00	\$251,683.68	\$251,683.68	(\$3,930,940.32)	6
FundExpTot	\$4,182,624.00	\$4,182,624.00	\$1,393.56	\$85,237.98	\$85,237.98	\$4,095,992.46	2
Reporting Fund: 40-TRASH FUND							
40-3480-1000 TRASH COLLECTION FEE	\$501,900.00	\$501,900.00	\$0.00	\$42,816.87	\$42,816.87	(\$459,083.13)	9
40-4462-4200 LANDFILL TIPPING FEE	\$104,000.00	\$104,000.00	\$0.00	\$0.00	\$0.00	\$104,000.00	0
40-4462-4900 TRASH COLLECTION	\$397,900.00	\$397,900.00	\$0.00	\$0.00	\$0.00	\$397,900.00	0
Reporting Fund: 40-TRASH FUND							
FundRevTot	\$501,900.00	\$501,900.00	\$0.00	\$42,816.87	\$42,816.87	(\$459,083.13)	9
FundExpTot	\$501,900.00	\$501,900.00	\$0.00	\$0.00	\$0.00	\$501,900.00	0
Reporting Fund: 60-AMERICAN RESCUE PLAN							
60-5920-0001 AMERICAN RESCUE PLA	\$0.00	\$0.00	\$0.00	\$148.60	\$148.60	(\$148.60)	0
Reporting Fund: 60-AMERICAN RESCUE PLAN							
FundRevTot	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
FundExpTot	\$0.00	\$0.00	\$0.00	\$148.60	\$148.60	(\$148.60)	0
Grand Totals:							
TotalRev	\$19,810,482.00	\$19,810,482.00	\$0.00	\$799,940.22	\$799,940.22	(\$19,010,541.78)	4
TotalExp	\$19,810,482.00	\$19,810,482.00	\$20,822.43	\$459,590.14	\$459,590.14	\$19,330,069.43	2



Memorandum

To: Mayor Boies and Strasburg Town Council
 From: Brian Otis, Planning and Zoning Administrator
 Date: 8/8/2023
 Re: Monthly Update to Council (July)

Permit Data



Number of Permits per Month							
Month	Current Month	Previous Month	% Change	Previous Year	% Change	Month Average	% Change
2023 July	12	22	-45.45%	8	50.00%	16.3	-26.38%



Boards and Commissions

Planning Commission

- The Planning Commission meeting for June 27, 2023 was held.
 - Public hearing and discussion for SUP23-0007 395 Stonewall St. - Short-term Rental. Planning Commission voted unanimously to recommend denial of the SUP.
 - Public hearing and discussion for SUP23-0006 Skyline Ridge Townhomes – increasing units per building from 4 to 8. Planning Commission voted 3-2 in favor of the unit per building increase.

Additional Items

- UDO rewrite
 - Held Joint Meeting
 - Worked with the Berkley Group to finalize materials for the public outreach. Meetings to be held in the SHS cafeteria (door 28)
 - July 13th
 - Created new permits that are fillable and provide information to help the applicant with their submission.
 - Created new P&Z webpages.

Memorandum

To:	Mayor Boies and Strasburg Town Council	
From:	Engagement Specialist Brian McKee	
Date:	7/2023	
Re:	July Monthly Update to Council	

Economic Development (Business Attraction, Workforce, Business Support)

- **Communicating with Ice Cream Depot about business growth and expansion and fostering a sense of community engagement.**
- **Alforno's Pizza has been taking a lead in more business and community driven events.** Working on creating the proper channels and direction of a positive energy and ecosystem development of small business leadership.

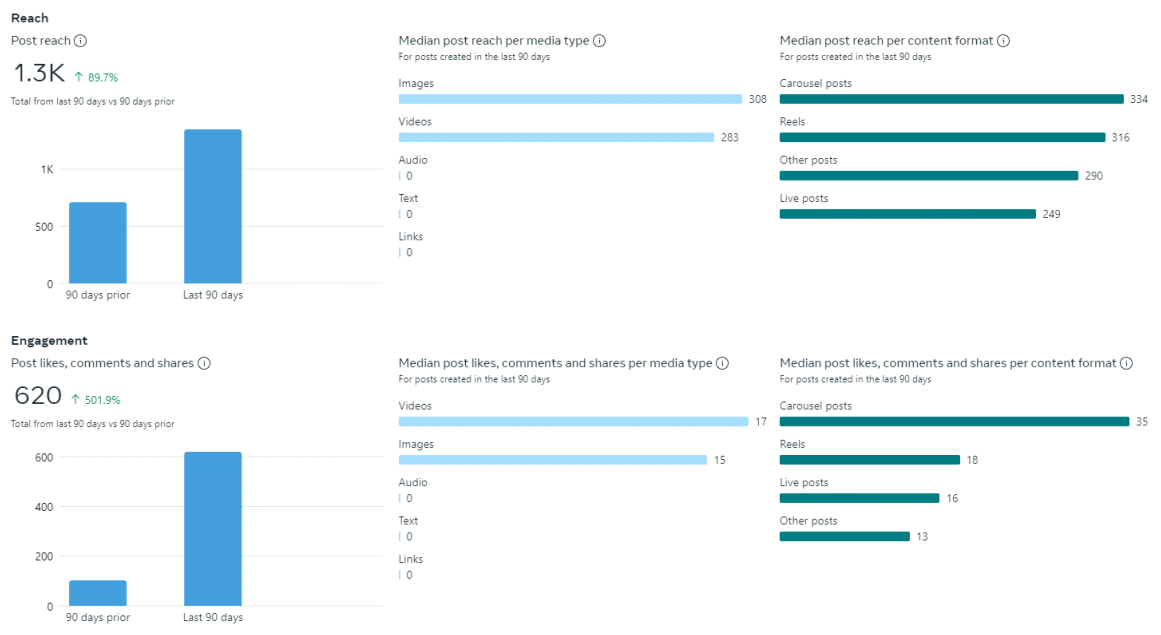
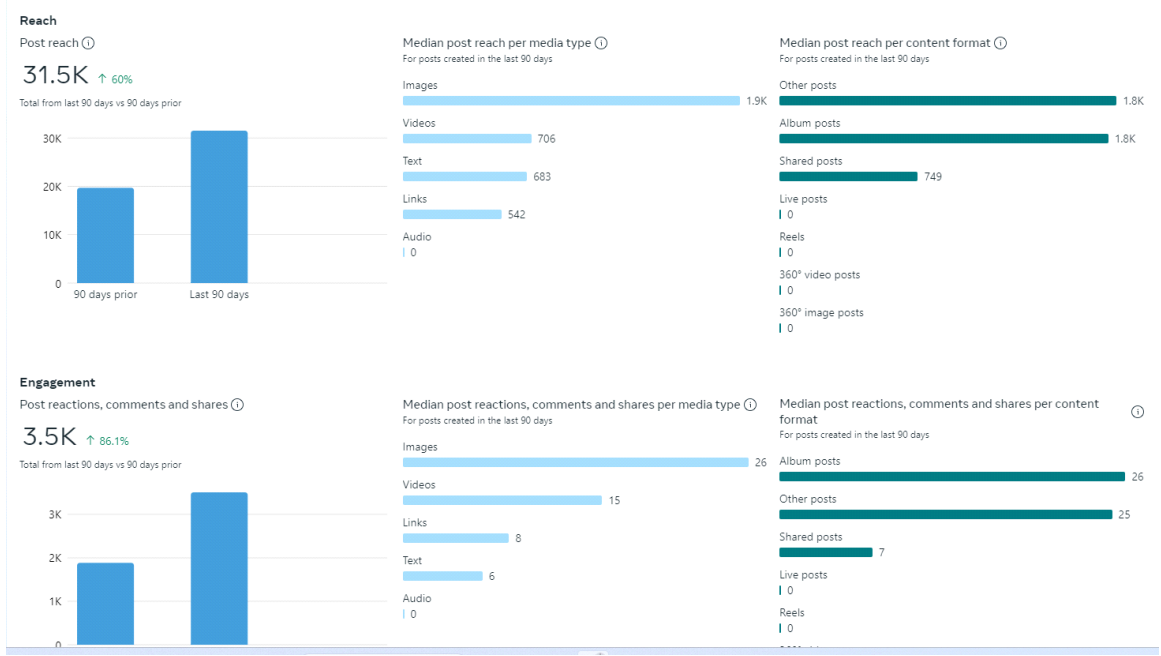
Tourism + Quality of Life

- Staff hosted July *Shenandoah County Tours* in Strasburg. Visited the newly opened museum and Strasburg Visitors Center and toured downtown (Box Office, Nancys Coffee, Sammy Lou's Bake Shop, Lush and Local). Largest tour in the program's history of 32 attendees.
- Strasburg Library held their Community Forum for ADA improvements.
- Front Porch Fridays were mostly successful with only one rain cancellation! 2 were hosted in June and we partnered with RAM Athletic Association.
- Chrisinger's Cuts hosted a hand lathe bowl class on 7/8 and demonstration that engaged many passersby at the Pavilion, followed by a rescheduled FPF performance by upcoming musician Jake Kohn that featured in several local newspapers.
- The **Visitor Center** welcomed 987 visitors in July (averaging 31.8 per day). 172 visitors toured the museum. **Sales** : July 2023 = \$2,269
 - Visitors came from 28 states and 4 countries.
 - July 1st: Grand Opening of the Strasburg Museum at Hupp's Hill. 110 in attendance. All 6 programs were well attended. Many thanks to all the staff and volunteers of the Strasburg Museum and the Strasburg Visitor Center! May this be a long and happy partnership.

Marketing

- **Social Media Update**

Increased energy into quality and consistency of social media posting has created a large increase in engagement across Facebook and Instagram (major social channels) reaching an audience of over 32K and an increase of up to 500% engagement



Parks and Recreation

- **Strasburg Farmers Market** (SFM) will be the **FIRST & LAST** Saturdays from April to November from 9-1PM

- All ADA ramps & pathways have been poured in the Town Park.
- Kickball Season League Registration is LIVE – beginning August 13th through October 1st.
- Staff continues to serve on the Communication Committee for the **Shenandoah Rail Trail**
- **4th of July activities were well attended but dissapointing to many. Reassessing the planning and timing of food and firework vendors as to bring the event back up to par with expected standards.**

Arts & Culture

- **Front Porch Fridays were well attended.**
- Town Hall art display has been moved to the Strasburg Visitor Center!
- ShenMOCA art display in the Strasburg Square has rotated. They have also been awarded funding for a pop-up art display to run through 2024.

On the Horizon

- Front Porch Fridays – each Friday in June/July/August
- August 12: Yard Crawl with vendors at the Visitors Center
- New merchandise designs (stickers/tshirts/novelty items) highlighting the outdoor and adventure travel that draws many visitors to Strasburg to be completed soon for Fall travelers and locals.

COMMITTEE REPORTS



COUNCIL MEMBER ITEMS



CLOSED MEETING



- Pursuant to Code of Virginia §2.2-3711(A)(1) for discussion, consideration, or interviews of prospective candidates for employment, assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body. The subject of the closed meeting is to interview candidates for a vacant Council position.
- Pursuant to Code of Virginia §2.2-3711(A)(7) for consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probably litigation, where such consultation or briefing in the open meeting would adversely affect the negotiating or litigating posture of the public body.



ADJOURNMENT

