

Town of Strasburg

Town Council Regular Meeting

Strasburg Town Hall
174 W King St
Strasburg, VA 22657

Tuesday, December 12, 2023
7 p.m.

Town Council Members:

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

Emily McCornyn, Vice Mayor
Christie Monahan
Brad Stover
David Woodson

Staff Contact:

J. Waverly Coggsdale, III, Town Manager

MEETINGS CAN BE VIEWED LIVESTREAM BY ACCESSING THE LINK BELOW:

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To make public comment please submit to:
comment@strasburgva.com
by 4:00 p.m., Tuesday, December 12, 2023



Town Council *Preliminary* Agenda – Tuesday, December 12, 2023

Please, silence all cellular devices. Thank you.

Call to Order –*Mayor Brandy Boies*

Pledge of Allegiance

Invocation –

Roll Call – *Amy Keller, Clerk of Council*

Public Hearing (if needed):

Introduction and Recognition of Visitors and Guests:

Mayor's Comments:

Citizen Comments:

Consent Agenda:

- 1) Minutes of the November 6, 2023 Work Session
- 2) Minutes of the November 14, 2023 Regular Council meeting
- 3) Town Council 2024 Meeting Calendar

Old Business (Discussion and/or Action):

New Business:

Reports:

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

Council Member Comments:

Closed Meeting (if needed):

Action Following Closed Meeting (if needed):

Adjournment

PUBLIC HEARING(S)



INTRODUCTION and RECOGNITION of VISITORS AND GUESTS



MAYOR'S COMMENTS



CITIZEN'S COMMENTS (Non-Agenda Items)



CONSENT AGENDA





Consent Agenda**Meeting Date: December 12, 2023**

To: Mayor Boies and Town Council of Strasburg
From: Waverly Coggsdale, Town Manager
Date: December 8, 2023
Re: Consent Agenda Items

DESCRIPTION: The following items are placed on the Consent Agenda. All items listed under the Consent Agenda will be voted on with one motion. If discussion is desired regarding any Consent Agenda item, that item can be removed at the request of any council member. If removed, that item will be placed on the Regular Agenda for discussion and can be voted on separately.

CONSENT AGENDA ITEM(s)/ACTION

- Approval of the November 6, 2023, Work Session minutes, as presented. Approval of the November 14, 2023, Regular Council meeting minutes, as presented. (Attached)
- Approval of Calendar Year 2024 Town Council Meeting Schedule.

Attachments:

- *October 2, 2023, Work Session Minutes*
- *October 10, 2023, Regular Meeting Minutes*
- *CY2024 Meeting Schedule*

MINUTES OF THE STRASBURG TOWN COUNCIL WORK SESSION HELD ON MONDAY, NOVEMBER 6, 2023 AT 7 P.M. IN THE COUNCIL CHAMBERS OF THE STRASBURG TOWN HALL.

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

Call to Order –*Mayor Brandy Boies*

Introduction and Recognition of Visitors and Guests:

Mayor Boies recognized **Tim Taylor**, District 6 Board of Supervisor.

Citizen Comments on non-agenda items:

Mayor Boies announced that former **Council Member Redmon** passed away. A moment of silence was held in his memory.

Discussion Items/Updates:

1.) Project Updates

- a. **Queen Street Sewer Line Rehab Project:** **Eric Sharrard**, project manager for Thrasher, said he took over the project in 2022 and is trying to move it forward.

This is a sewer line replacement project which is to address inflow and infiltration. Many places have deteriorated pipes that allow infiltration to enter the sewer system. This project is proposed to be funded by USDA. There is a check list of things that need to be done before going to bid. It has progressed to the point now that the funding agent can fund it. The cost is \$1.5 million, and the numbers have not changed since 2022. They tried to get funds through ARPA, but the project did not qualify. They still need to get easements obtained and recorded. One change made was with an alignment adjustment with a retaining wall. He expects to go out to bid in the next few months. They have a nine-month timeframe, but he expects it to go quicker than that.

Maps were shown of the project area.

- b. **115 W. King Street:** **Town Manager Coggsdale** said Dewberry has been tasked with doing a needs assessment study. Once this is complete, the engineer will look to see how the “needs” fit the building. **Town Manager Coggsdale** will try to have a representative from Dewberry come to the December work session.
- c. **Skatepark:** **P&Z Administrator Otis** said this is a follow-up from an email sent to Council. They are looking to break ground in early spring.

Council Member Lowder asked if the person who had offered to do the excavation work was still onboard to do this and he is.

A map was shown of the location for the park.

2.) Cedar Springs Commercial Update

P&Z Administrator Otis met with **Bob Claytor**, owner, to discuss the concerns of both sides - the ad hoc committee and the property owner. He had sent **Mr. Claytor** the concerns that Council had. He felt it was a promising conversation. **Mr. Claytor** wants to retain some of the architectural features of Vesper Hall and have this framed and hung in the convenience store. **Mr. Claytor** would like some takeaways as far as the era for the Pifer House – original design, early 1800's, etc. Would we be amenable for it to be repurposed as a retail space? He is planning to have a structural engineer come in and see if it is suitable for this purpose.

The other issue is that we do not allow tall signs like Burger King has. **Mr. Claytor** would have to get a variance to allow for this. **P&Z Administrator Otis** said he knew this would be an issue. He will get back with **Mr. Claytor** after he meets with the engineer. He needs to show us what he is proposing.

Council Member Kimmons responded to the question of the era. He feels it should be preserved to what it is now as it shows the history of the building. All the additions tell the story of the house. **Council Member Monahan** agreed but said we need to go by the proffers. She thinks how these were written is the only legal way to go.

Council Member Stover said he is onboard with what **Council Members Kimmons** and **Monahan** are saying. We have been clear, but **Mr. Claytor** seems to be confused by what we are saying.

Mayor Boies asked if it is allowed to be functional to be that close to I-81 and **P&Z Administrator Otis** said there is enough setback.

Mayor Boies asked if people really use the tall signs. **Council Member Kimmons** said new gas stations, etc. are not building signs that tall. Travelers pay more attention to the blue highway signs.

Council Member Lowder said he likes the tall signs when he gets off at interstates.

It was noted that this would be a decision that the BZA would make.

Council Member Carter said he would be in favor of using the Pifer House for something. **Council Member Hooser** would not want it to be detrimental to the integrity of the building.

Council Member Kimmons said he would like to see the plan.

Council Member Lowder said he was in the Edinburg Mill, and he liked how the different eras were shown.

Council Member Carter would like it to be used in a respectful way.

Council Member Kimmons said there is a Facebook group that looks at derelict houses and the Pifer House is continually on it.

3.) Previews of Public Hearings Scheduled for Tuesday, November 14, 2023

Council was reminded there have been changes to the State Code as far as public hearings. At this meeting, staff will be introducing the items that there will be public hearing for at the regular meeting. **Mayor Boies** read the introduction of each.

- Zoning Text Amendment (ZTA2024-0001) requested by the Town Council for the revision of the Unified Development Ordinance Section 6.2 Regulations of a Specific Use, Short-term Rental and Bed and Breakfast Establishments.

P&Z Administrator Otis said this basically would repeal the wording of the ordinance.

- Zoning Text Amendment (ZTA2024-0002) requested by the Town Council for the revision of the Unified Development Ordinance Sections 2.5 Public Hearings, 2.8 Completeness Review, 2.14 Public Hearing Process Overview, 2.16 UDO Amendments, 2.20 Special Use Permit to reflect the Code of Virginia requirements for public hearings and the related applications.

P&Z Administrator Otis said the purpose of the zoning text amendment is to correct the concern with timing of public hearings and their respective recommendations and actions. Additionally, the language was revised to reflect the requirements of the Code of Virginia. Council had no questions or comments.

- Special Use Permit (SUP2024-0001) requested by Byron Brill, owner, for property identified as 385 East King Street, Tax Map # 025A4 A 057 for a Commercial property-related, mini- or self-storage Use within the Community Commercial District.

P&Z Administrator Otis said the Planning Commission recommended approval. **Mr. Brill** is proposing to convert the existing lumber and materials storage building to accommodate commercial self-storage use. Clarification was given on the location.

Public Hearings will be held on these during the November 14 meeting.

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

- *Parks, Recreation, Tourism, Economic Development (Council Member Kimmons, Liaison):*

- **Strasburg Little League Board of Directors request for permission to install an additional field at the Town Park**

Council Member Kimmons said this request is for an additional ball field at the Town Park. The Strasburg Little League Board reached out to Staff and requested to be able to put an extra field in. Pictures were shown of where the field would be located.

Asst. Town Manager Shipe said **Parks and Rec Manager Varley** and her have been working with the Board. They want to turn one field into a tee-ball field and extend another for coach-pitch field.

Council Member Lowder asked if it would just be a new field or bleachers, etc. The Vice President of the League said it would be to cut out the field to give an extra field. The organization has been growing.

This will be added to the consent agenda for the regular meeting.

Council Member Lowder asked why there is not a concession stand for the fields at the Town Park. It was said there used to be one, but it was removed as it is hard to get people to volunteer in the stand.

Council Member Hooser asked if there would be any interest in donated trees for shade and League representatives said they would like to have these.

Council Member Kimmons asked what the timeline would be for the renewal of the agreement with Little League. **Town Manager Coggsdale** said we could have meetings on this in March and be ready to go in May.

▪ **4th of July Celebration/Fireworks**

Council Member Kimmons said staff was approached by the person who previously did the fireworks. The town would purchase the equipment and then hire the daughter and son-in-law of the person who previously did this to put off the display.

Mark Hensell, who previously put on the show prior to 2023, said he drove through the town to see the show. He saw how people watched the show. The fireworks would be up in the air again, and it would allow us to have the show on the 4th. The equipment would be of professional grade. The equipment is on hand now. The contract would be for six years, the town will have the experience, and they will be state certified. This is the top of the line equipment.

Council Member Monahan said she understood that **Mr. Hensell** retired. **Mr. Hensell** was not involved in the 2023 show. He said the company he worked for was in Texas and they closed down. Someone else was hired for the 2023 show. They are looking at pricing of \$11,700 for the equipment and lower yearly costs since the town would own the equipment.

Council Member Kimmons asked how old the equipment is and it is 10 years old. The equipment is in perfect shape. The equipment would be owned free and clear.

Council Member Lowder asked about the hiring. **Mr. Hensell** said they would basically be hired by the company we get the product from. We are asking Strasburg to pay for the state licensing. It is about \$1,000 per person but it is included in the \$11,000.

Council Member Monahan said what happens if they decide to walk away. **Mr. Hensell** said his daughter will be doing it.

Mr. Hensell explained more of the contract. All we would need from the company is the product.

Town Manager Coggsdale said we want something in writing to make sure we always have our show on the 4th for the next six years.

Council is in support of the project. Consensus was to move forward with the contract.

- **Town Run Plantings**

- ◆ Presentation by Allyson Ponn Thomas, Lord Fairfax SWCD

Council Member Kimmons said a group came to staff and himself for riparian work on the Town Run.

Allyson Ponn Thomas gave a presentation on this. Preliminary meetings have been held. She spoke of the goal of the project, and said it is referenced in the Master Park Plan. Sample photos were shown. They would hire someone to do a design plan.

Benefits of the riparian plantings were discussed. It will be for conservation and beautification. The plants would be Virginia native plants. The project timeline was shown. A cost estimate was shown with the most expensive plan costing about \$15,000.

Funding options were shown. Next steps were shown.

Council Member Carter asked about the \$1,500 design plan. **Ms. Ponn** said this would need to be done for either of the funding options. Once the design plan is back, it can be decided how to proceed with the planting. It only has to be done once.

Town Manager Coggsdale explained the funding and how much we would receive in plantings.

Council Member Carter asked if it would be the entire run, but it would just be from bridge to bridge, but if it is successful, we can move forward with more on the other side of the road.

Mayor Boies said she had concerns with the youth being able to access the “Town Run” and they will be able to. The plantings will be resilient. **Mayor Boies** said having the defined areas is the way to go. **Ms. Ponn** said signage can be incorporated.

Council Member Monahan said in repairing just this section, how much runoff will we save. **Ms. Ponn** said it is more than you think. We have the road, parking lot, and roof that flows into it.

Town Manager Coggsdale said it could be put on next week’s agenda for discussion and/or vote.

John Witmore, land manager at Smithsonian Conservation Biology Institute, said they are getting ready to do a project much like this. By planting here, the seeds will flow downstream and spread. Youth can come and see plants and pollinators. He came up with a list of recommended plants for this area.

Consensus to put on agenda for next week.

- **Park Bathrooms**

Council Member Kimmons said in discussions with staff, we need to come up with a guideline on what we are looking for as far as the restroom at the park so we can get a more concrete idea of the cost.

A picture was shown of the current restroom. Graphics were shown of other bathrooms. We could find out the prices or we could work with the budget and decide what we could get. A project cost is not gotten until a bid is in hand. What is in the budget is an estimate. You can spend on what you want or what you have.

Council Member Stover said this was his major problem with last year's budget. He doesn't want to spend anywhere near \$300,000 on a bathroom. He would like to see it cut as much as possible and use local contractors. He would like to shift some of the funding to the pool. Money has to be spent on the pool. He'd like to have a nice bathroom, but just a bathroom.

Council Member Lowder likes what they have at 7-Bends State Park. It is accessible and utilitarian and able to handle a large crowd.

Council Member Hooser said Woodstock has great bathrooms. They are not single gender bathrooms. The pool should be a priority, but it is different than the bathrooms.

Council Member Carter asked if there is a way to bring the bathrooms up to a better state.

Council Member Monahan said there had been a discussion on moving the bathroom doors to the front.

Mayor Boies said all would agree on saving money. We need to be ADA compliant, and it should be climate controlled; **Council Member Stover** disagreed with the climate controlled aspect.

Marisa Varley, Parks and Rec Manager, said looking toward the future, if the Rail Trail goes through, it will go right beside the park so we would want the bathrooms open in the winter.

The end goal is to be most cost efficient but be usable for years to come.

Council Member Stover said we need to find ways to fund this through vending machines. The rails to trails will generate traffic and revenue.

Council Member Hooser said we need to do this for the citizens. Go to Woodstock and see what a real bathroom looks like. Fund it! "Don't half ass this thing."

Mayor Boies said we want quality. Use what we have, if at all possible. Be as vandalism free as possible. Be ADA compliant. We need viewable entrances. We need to know the cost for making it year round facility, and the path needs to be accessible.

Council Member Woodson asked if it would be better to move the bathrooms to be more accessible.

Staff should research how many stalls we need. What do the experts say is needed.

BOS Taylor said we need to plan for the future. We need to look at what is coming.

Staff will run both routes – renovate or pre-fab.

Council Member Comments:

The Veteran's Day Parade will be held on November 11 at 1 p.m. **Council Member Carter** will be doing the Pledge of Allegiance.

The Civil War marker will be discussed at the next Council meeting with **Drew Gruber**, the executive director of Civil War Trails, "attending" via ZOOM.

Adjournment:

With no other business, the Work Session adjourned at 8:52 p.m.

MINUTES OF THE STRASBURG TOWN COUNCIL MEETING HELD ON TUESDAY, NOVEMBER 14, 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 Carter led all in the Pledge of Allegiance.

Invocation: Rev. Chris Flohr, pastor of St. Paul's Lutheran Church offered the invocation.

Roll Call:

ROLL Called with the following members present: Mayor Boies, Vice Mayor McCornyn, and Council Members Carter, Hooser, Kimmons, Lowder, Monahan, Stover, and Woodson.

Absent:

Public Hearings:

- 1.) *Zoning Text Amendment (ZTA2024-0001) requested by the Town Council for the revision of the Unified Development Ordinance Section 6.2 Regulations of a Specific Use, Short-term Rental and Bed and Breakfast Establishments.*

- **Staff Report**

Planning & Zoning Administrator Otis said this is an amendment that was asked of by both the Planning Commission and Town Council that would repeal the ordinance that was approved on October 12, 2021, so the Council can decide exactly what they want the ordinance to say.

- **Public Hearing: The Public Hearing opened at 7:04 p.m. and with no speakers, closed immediately (7:04 p.m.).**

- **Discussion/Recommendation**

Council Member Hooser asked that if Council appeals this, if anyone would apply, would the applicant be able to have an AirBnB or would they be put on hold. P&Z Administrator Otis said they would be prohibited if the ordinance were repealed.

Mayor Boies asked for a point of clarification on when action would take place due to changes to State Code. Town Manager Coggsdale said the intent is to take action at the same time as the public hearing is held, so if Council doesn't have any questions or if they don't need any additional information, they should vote at this meeting.

Council Member Lowder moved for approval of Zoning Text Amendment (ZTA2024-0001) for the revision of the Unified Development Ordinance Section 6.2 Regulations of a Specific Use, Short-term Rental and Bed and Breakfast Establishments; second by Council Member Kimmons. With no discussion, 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	Aye
Council Member Lowder	Aye
Council Member Monahan	Aye
Council Member Stover	Aye
Council Member Woodson	Aye

- 2.) *Zoning Text Amendment (ZTA2024-0002) requested by the Town Council for the revision of the Unified Development Ordinance Sections 2.5 Public Hearings, 2.8*

Completeness Review, 2.14 Public Hearing Process Overview, 2.16 UDO Amendments, 2.20 Special Use Permit to reflect the Code of Virginia requirements for public hearings and the related applications.

- **Staff Report (attachment)**

P&Z Administrator Otis said staff came forward with this because the UDO has created conditions that have made it difficult to review items properly that would need a public hearing, etc. He explained the changes and what the State Code allows for. If passed, the Planning Commission would have 90 days to act, and the Town Council would have one year.

- **Public Hearing: The Public Hearing opened at 7:10 p.m. and with no speakers, closed immediately (7:10 p.m.).**

- **Discussion/Recommendation**

Vice Mayor McCornyn moved for approval of **Zoning Text Amendment (ZTA2024-0002)** for the revisions of the Unified Development Ordinance Sections 2.5 Public Hearings, 2.8 Completeness Review, 2.14 Public Hearing Process Overview, 2.16 UDO Amendments, 2.20 Special Use Permit to reflect the Code of Virginia requirements for public hearings and the related applications; second by **Council Member Hooser**. With no discussion, the motion passed on a roll call vote with the following results:

Council Member Stover	Aye
Council Member Woodson	Aye
Vice Mayor McCornyn	Aye
Council Member Monahan	Aye
Council Member Lowder	Aye
Council Member Kimmons	Aye
Council Member Hooser	Aye
Council Member Carter	Aye

3.) Special Use Permit (SUP2024-0001) requested by Byron Brill, owner, for property identified as 385 East King Street, Tax Map # 025A4 A 057 for a Commercial property-related, mini- or self-storage Use within the Community Commercial District.

- **Staff Report**

P&Z Administrator Otis said **Byron Brill** submitted an application for a SUP for self-storage. The building was identified on a map, and it is on the property of Borden Lumber. **Mr. Brill** wants to convert to small self-storage. Vehicles can pull into the building, or it would be open for pedestrian traffic. The surrounding areas were identified. Staff recommends approval since it is a storage use now and the proposed self-storage is no more intensive than what is there now.

- **Public Hearing: The Public Hearing opened at 7:13 p.m. and with no speakers, closed immediately (7:14 p.m.).**

- **Discussion/Recommendation**

Council Member Carter moved for approval of **Special Use Permit (SUP2024-0001)** requested by **Byron Brill**, owner, for property identified as 385 East King Street, Tax Map # 025A4 A 057 for a Commercial property-related, mini- or self-storage Use within the Community Commercial District; second by **Council Member Stover**. With no discussion, the motion passed on a roll call vote with the following results:

Council Member Kimmons	Aye
Council Member Lowder	Aye
Council Member Carter	Aye

Council Member Hooser	Aye
Vice Mayor McCorn	Aye
Council Member Monahan	Aye
Council Member Stover	Aye
Council Member Woodson	Aye

Introduction and Recognition of Visitors and Guests:

Mayor Boies recognized Boy Scout Troop 5. Members were in attendance to earn a citizenship badge.

Town Manager Coggsdale recognized **Director of Finance Fletcher** and her staff in being awarded the Certificate of Achievement for Excellence in Financial Reporting. Staff does a great job in making sure the financial activities are handled correctly.

Mayor's Comments:

Mayor Boies thanked all those who participated in the Veterans' Day Parade and celebration. She thanked staff for their help with this celebration. It was a proud moment in how all came out to recognize our veterans.

Mayor Boies said all were saddened by the news of the passing of **former Council Member Rick Redmon**. He served two terms on Council and served twice as Vice Mayor. He was passionate about the downtown area. A memorial service will be at St. Paul's Lutheran Church at 11 a.m. on Saturday with a reception to follow.

Currently, Council has two liaison vacancies. She appointed **Council Member Lowder** as the liaison of Planning, Zoning, and Ordinance and **Council Member Carter** as the liaison to Public Works, Utilities, and Infrastructure.

Citizen Comments:

Nancy Prestipino, 183 East Queen Street, Strasburg, VA: Stated we have extremely bright streetlights. They are so bright that it is dangerous when walking at night. The newer lights are bright and blinding.

She knows Strasburg wants to attract people to come and visit. However, the Town Run is awful. It is overgrown and trash is thrown into it. It needs to be cleaned.

Another problem is the bathrooms at the Town Park. The W.O. Riley Park bathrooms are phenomenal. Our bathrooms are a safety issue.

She concluded by saying she just wanted to bring these to Council's attention.

Mayor Boies said we don't normally address citizen comments but responded to **Ms. Prestipino** by saying Council just had a lengthy discussion on the park bathrooms. Council is also considering some planting for the Town Run.

Consent Agenda:

- 1) Minutes of the October 2, 2023 Work Session, Minutes of the October 10, 2023 Regular Council meeting.
- 2) Strasburg Little League Board of Directors request for permission to install an additional field at the Town Park
- 3) Riparian Buffer Plantings/Town Run Design Costs

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

Old Business (Discussion and/or Action Items):

- 1.) Civil War Marker

Drew Gruber, Executive Director of Civil War Trails, was in attendance via a Teams meeting to answer questions of Council.

Town Manager Coggsdale said there had been discussions of relocating the sign on Queen Street to Banks Fort to land which is owned by the Town.

Mayor Boies said one of the questions was dealing with ADA compliance and how this would happen.

Mr. Gruber thanked all for allowing him to attend this meeting. They recently worked on two signs within the town. They are a tourist group. They got good feedback on the signs they did, and they found someone who wants to sponsor this sign at the Banks Fort location.

The Civil War Trails group is not held to an ADA standard, but they try to make them as visually ADA compliant as possible. He wants to make all of them as accessible as possible. Visitors like to stand where the event happened.

Mayor Boies asked if the current sign would be removed, and **Mr. Gruber** said each sign has to be paid for on an annual basis. The sponsor would pick up the \$200 sponsorship and the sign would be moved.

Council Member Stover pointed out that it makes no sense for the sign to be where it is now. He knows this group would do what they can to make it ADA compatible; it might not be completely ADA compatible, but they will do the best they can.

Mr. Gruber said people have told them they want to stand in the footsteps of where the event took place. The remnants of the fort are at the locations where the sign is proposed to be moved.

Council Member Kimmons said moving it is best, but there are property owners next to this town owned property. Will they try to stop people from coming to see the sign?

Mayor Boies asked if the **Ryman's** are maintaining the entire corner or just the property they own, and they maintain the entire corner.

Council Member Hooser asked if some dividing foliage could be added to protect the neighbors. Could the town make it accessible? Currently, it feels like we are walking into someone's yard.

Town Manager Coggsdale said he thinks staff can work with **Mr. Gruber** to find the best possible location for the sign.

Mayor Boies asked if they would be walking up the driveway to get to the location and where people would park.

Mayor Boies asked if there is a majority of Council in favor of supporting this as long as issues are resolved.

Mr. Gruber said he fixes and repairs jobs. Often, they are in the side yards of citizens. They do not want to create an uncomfortable situation for the property owners. They would place a Trail Blazer sign pointing people to park in the gravel lot beside the water tower and then walk across the boundary of the property. Signs are not permanent so if something goes wrong or the property owner does not like it, it can be moved.

Council Member Stover said a lot of the people who go to these signs are used to staying within the property and being respectful of other people's property.

Mr. Gruber said he has only had five issues of vandalism and those have been on college campus.

Mayor Boies asked if Council is in favor of moving the sign and the consensus was to move

forward with working with **Mr. Gruber** and the neighbor for a win-win situation for all. It will be brought back to Council when details are worked out.

Council Member Kimmons asked about the sponsorship of signs in town. **Mr. Gruber** said there are three other signs that are sponsored by the town or the property owner at Hupp's Hill.

Council Member Stover thanked **Mr. Gruber** for his work with Civil War Trails.

New Business:

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>).

Vice Mayor McCorn thanked **Town Manager Coggsdale** for answering all of her questions.

Council Member Monahan said there was one business coming to town that has dropped off the list of the planning and zoning report. **P&Z Administrator Otis** said he took things off that had no new work done on it during the week. Royal Farms is still in the works. Valley Health is pushing hard to get permits and they want to start building next month.

Council Member Lowder asked for the location of the two businesses. Both are on Route 11 north/Old Valley Pike.

Council Member Hooser asked about the Valero station. **P&Z Administrator Otis** said occupancy was issued six weeks ago and nothing has happened. It was said that the gas pumps are working now as there is a sign in front stating this.

Mayor Boies asked about the property across from Food Lion. **P&Z Administrator Otis** said initially when the owner went under, it was only the townhome section. The same company bought the townhome section as the single family section. They want to introduce a new concept. They are already approved for the development.

Public Works was publicly acknowledged for decorating the town for the holidays and all their work during the GC&TS Festival.

Special Committee Reports:

NSVRC: Council Member Kimmons provided a written report: "The commission met on October 19 at Belle grove for the annual dinner. Our only item of business was a resolution recognizing **Evan Clark** and the work he has done for the commission. Our next meeting is scheduled for Nov 16. It should be noted that our meeting at Belle grove was on the 159th anniversary of the Battle of Cedar Creek."

Council Member Kimmons also provided Council with a copy of the Commission's Staff Report.

Council Member Items:

Council Member Stover thanked staff for all the help they have given the new Council Members over the past eleven months.

Closed meeting:

- **Vice Mayor McCorn** moved to enter into a 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 discuss potential promotions/reorganization.

Council Member Kimmons offered the second to the motion. With no discussion, the motion passed unanimously, and Council entered into a Closed Meeting at 7:54 p.m.; reconvened at 8:13 p.m.

Vice Mayor McCornyn 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.

Council Member Woodson	"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 Stover	"I so certify"
Mayor Boies	"I so certify"
Vice Mayor McCornyn	"I so certify"

Mayor Boies said she has been working with Staff on the Boards and Commissions Dinner. The proposed date is Wednesday, December 6 at 6:30 p.m. at the Blue Frog. Following discussion, it was decided to try to change the date to December 5th. Addition information will be emailed to Council.

Being no other business, the meeting adjourned at 8:17 p.m.

CY2025 Town Council Work Session and Regular Meeting Calendar

Town Council Work Sessions are held on the first Monday of each month, except when the date is an observed holiday, or the month begins on a Tuesday.

Town Council Regular Meetings are held on the second Tuesday of each month, except when the date is an observed holiday.

Town Council may opt to schedule additional Work Sessions or Special Meetings on an “as needed basis.”

Month	Work Session	Regular Meeting
January 2024	Tuesday, January 2, 2024	Tuesday, January 9, 2024
February 2024	Monday, February 5, 2024	Tuesday, February 13, 2024
March 2024	Monday, March 4, 2024	Tuesday, March 12, 2024
April 2024	Monday, April 1, 2024	Tuesday, April 9, 2024
May 2024	Monday, May 6, 2024	Tuesday, May 14, 2024
June 2024	Monday, June 3, 2024	Tuesday, June 11, 2024
July 2024	Monday, July 1, 2024	Tuesday, July 9, 2024
August 2024	Monday, August 5, 2024	Tuesday, August 13, 2024
September 2024	Tuesday, September 3, 2024	Tuesday, September 10, 2024
October 2024	Monday, September 30, 2024	Tuesday, October 8, 2024
November 2024	Monday, November 4, 2024	Tuesday, November 12, 2024
December 2024	Monday, December 2, 2024	Tuesday, December 10, 2024

Changes:

- January and September Work Sessions will be held on Tuesday, due to federal holidays.
- October Work Session will be held on Monday, September 30, 2024, due to the first Monday in October is the day before the second Tuesday (Regular Meeting) in October.

OLD BUSINESS (DISCUSSION AND/OR ACTION)



NEW BUSINESS



DEPARTMENT REPORTS





Memorandum

To: Mayor Boies and Strasburg Town Council
From: Finance Director, Angela Fletcher
Date: 12/12/2023
Re: Monthly Update to Council

Finances and Auditing

- The Finance Department received the Government Finance Officers Association (GFOA) Outstanding Achievement Award in Popular Annual Financial Reporting (PAFR) for Fiscal Year 2022 on 11/17/23.
- James Kelly of Robinson, Farmer & Cox is planning to present our FY23 financial report and audit results on Tuesday, January 2nd, 2024.

Due Dates and Anticipated Items

- There are **175** days until Wednesday, June 5th, 2024 (1st Half Tax Due Date)



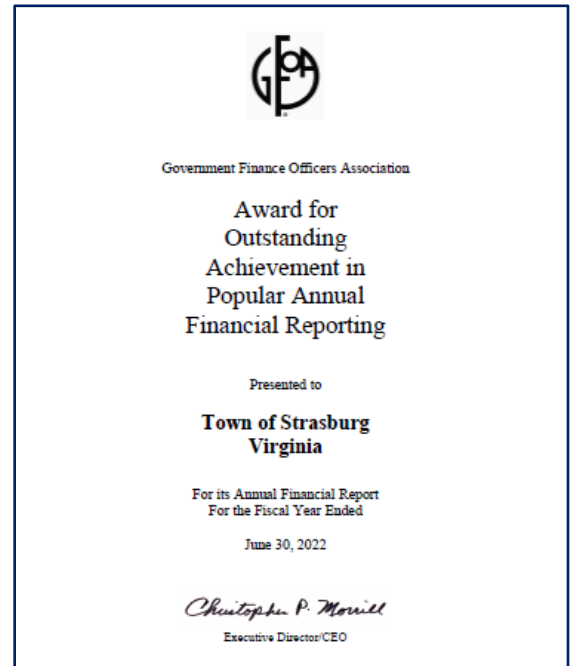
- Director of Finance Fletcher and Town Manager Coggsdale met with Council Liaison's Christie Monahan and Brad Stover to begin FY25 budget discussions on 11/16/23.

Customer Interaction and Information

- Continued work on the GFOA FY24 Budget Presentation Application
- Designing the FY23 Popular Annual Financial Report (PAFR)

Career Development/Training

- Participated in ICMA Webinar on 12/05/23 – Communicating with Council and Community - Best Practices for Improving Budget Publications and Reporting



Town of Strasburg

Account	Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
Reporting Fund: 10-GENERAL FUND							
10-3300-2001 AUTO RENTAL TAX	\$6,000.00	\$6,000.00	\$0.00	\$2,620.31	\$362.86	(\$3,379.69)	44
10-3310-1000 REAL ESTATE TAXES	\$1,362,000.00	\$1,362,000.00	\$0.00	\$352,405.43	\$300,915.26	(\$1,009,594.57)	26
10-3310-1001 REAL ESTATE TAXES-DE	\$20,000.00	\$20,000.00	\$0.00	\$3,058.66	\$941.54	(\$16,941.34)	15
10-3310-2000 PERSONAL PROPERTY T	\$605,000.00	\$605,000.00	\$0.00	\$257,284.01	\$212,516.98	(\$347,715.99)	43
10-3310-2001 PERSONAL PROPERTY T	\$35,000.00	\$35,000.00	\$0.00	\$18,693.31	\$3,136.35	(\$16,306.69)	53
10-3310-2300 PERSONAL PROPERTY T	\$138,900.00	\$138,900.00	\$0.00	\$138,897.77	\$0.00	(\$2.23)	100
10-3310-2500 MACHINERY & TOOLS T	\$350,000.00	\$350,000.00	\$0.00	\$56,802.32	\$53,726.24	(\$293,197.68)	16
10-3310-2501 MACHINERY & TOOLS T	\$4,500.00	\$4,500.00	\$0.00	\$0.00	\$0.00	(\$4,500.00)	0
10-3310-3000 BANK FRANCHISE TAXE	\$125,000.00	\$125,000.00	\$0.00	\$0.00	\$0.00	(\$125,000.00)	0
10-3310-4000 FRANCHISE TAXES OTHE	\$18,000.00	\$18,000.00	\$0.00	\$4,442.70	\$888.54	(\$13,557.30)	25
10-3310-5000 PENALTIES	\$42,500.00	\$42,500.00	\$0.00	\$34,042.37	\$4,030.55	(\$8,457.63)	80
10-3310-5500 INTEREST FROM TAXES	\$4,500.00	\$4,500.00	\$0.00	\$859.91	\$218.20	(\$3,640.09)	19
10-3310-6000 UTILITY TAXES	\$140,000.00	\$140,000.00	\$0.00	\$48,445.49	\$11,778.94	(\$91,554.51)	35
10-3310-6100 COMMUNICATION TAXE	\$65,000.00	\$65,000.00	\$0.00	\$22,771.80	\$4,690.20	(\$42,228.20)	35
10-3310-6101 CIGARETTE TAXES	\$120,000.00	\$120,000.00	\$0.00	\$35,625.00	\$3,562.50	(\$84,375.00)	30
10-3320-1000 MOTOR VEHICLE FEES	\$165,000.00	\$165,000.00	\$0.00	\$28,203.83	\$3,653.40	(\$136,796.17)	17
10-3320-1500 DMV STOP FEE	\$30,000.00	\$30,000.00	\$0.00	\$9,449.26	\$3,406.46	(\$20,550.74)	31
10-3320-2000 ZONING & PERMIT FEES	\$31,000.00	\$31,000.00	\$0.00	\$21,537.00	\$11,910.00	(\$9,463.00)	69
10-3320-3000 BUSINESS LICENSE TAX	\$165,000.00	\$165,000.00	\$0.00	\$27,023.77	\$1,422.97	(\$137,976.23)	16
10-3320-4000 MEALS TAXES	\$975,000.00	\$975,000.00	\$0.00	\$449,352.01	\$91,860.23	(\$525,647.99)	46
10-3320-4100 LODGING TAXES	\$210,000.00	\$210,000.00	\$0.00	\$102,523.78	\$24,803.72	(\$107,476.22)	49
10-3330-2000 ROLLING STOCK	\$6,500.00	\$6,500.00	\$0.00	\$4,510.40	\$0.00	(\$1,989.60)	69
10-3330-2002 FIRE PROGRAM STATE G	\$0.00	\$0.00	\$0.00	\$31,891.00	\$0.00	\$31,891.00	0
10-3330-3000 SALES TAXES	\$505,000.00	\$505,000.00	\$0.00	\$258,614.28	\$102,001.14	(\$246,385.72)	51
10-3330-4000 LAW ENFORCEMENT STA	\$122,020.00	\$122,020.00	\$0.00	\$32,085.00	\$0.00	(\$89,935.00)	26
10-3330-5000 RIGHT-OF-WAY FEES	\$22,000.00	\$22,000.00	\$0.00	\$5,616.93	\$79.04	(\$16,383.07)	26
10-3330-6000 HIGHWAY MAINTENANC	\$867,956.00	\$867,956.00	\$0.00	\$219,492.55	\$0.00	(\$648,463.45)	25
10-3330-7000 GRANTS RECEIVED	\$200,000.00	\$200,000.00	\$0.00	\$1,290.48	\$0.00	(\$198,709.52)	1
10-3330-7023 VDOT REV SHARE - BOR	\$980,600.00	\$980,600.00	\$0.00	\$0.00	\$0.00	(\$980,600.00)	0
10-3330-7024 WAYFINDING SIGNAGE	\$0.00	\$0.00	\$0.00	\$25,000.00	\$0.00	\$25,000.00	0
10-3330-7036 VISITOR CENTER REVEN	\$35,000.00	\$35,000.00	\$0.00	\$10,630.14	\$606.78	(\$24,369.86)	30
10-3330-7040 SPECIAL EVENTS REVEN	\$17,000.00	\$17,000.00	\$0.00	\$19,220.15	\$120.00	\$2,220.15	113
10-3340-1000 FINES & COSTS	\$25,000.00	\$25,000.00	\$0.00	\$11,978.58	\$3,002.96	(\$13,021.42)	48
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	\$15,697.28	\$1,894.28	(\$19,302.72)	45
10-3350-4200 RETURNED CHECK FEE	\$0.00	\$0.00	\$0.00	(\$164.51)	(\$112.78)	(\$164.51)	0
10-3350-7000 INTEREST INCOME	\$30,000.00	\$30,000.00	\$0.00	\$32,196.07	\$0.00	\$2,196.07	107
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	\$147,298.15	\$26,880.06	\$205,054.85	42
10-4411-8000 SALARIES & WAGES PAR	\$26,353.00	\$26,353.00	\$0.00	\$16,999.56	\$1,359.25	\$9,353.44	65
10-4411-9000 SALARIES & WAGES-OVE	\$2,000.00	\$2,000.00	\$0.00	\$246.25	\$92.04	\$1,753.75	12
10-4411-9001 FICA - ADMINISTRATION	\$31,781.00	\$31,781.00	\$0.00	\$11,739.93	\$1,987.72	\$20,041.07	37
10-4411-9002 VRS - ADMINISTRATION	\$49,218.00	\$49,218.00	\$0.00	\$8,254.39	\$132.68	\$40,963.61	17
10-4411-9003 HEALTH INSURANCE - E	\$31,636.00	\$31,636.00	\$0.00	\$8,701.07	\$0.00	\$22,934.93	28
10-4411-9005 EMPLOYEE STIPEND	\$840.00	\$840.00	\$0.00	\$355.30	\$64.60	\$484.70	42
10-4412-1600 INSURANCE PREMIUMS	\$12,000.00	\$12,000.00	\$0.00	\$7,650.28	\$0.00	\$4,349.72	64
10-4412-1700 ADVERTISING	\$4,000.00	\$4,000.00	\$0.00	\$321.01	\$0.00	\$3,678.99	8
10-4412-1900 LEGAL SERVICES	\$50,000.00	\$50,000.00	\$0.00	\$9,502.50	\$2,714.50	\$40,497.50	19
10-4412-2000 CONTRACTUAL SERVICE	\$25,000.00	\$25,000.00	\$0.00	\$7,063.33	\$866.00	\$17,936.67	28
10-4412-2020 DMV STOP FEE	\$15,000.00	\$15,000.00	\$0.00	\$3,225.00	\$375.00	\$11,775.00	22
10-4412-2100 PROFESSIONAL SERVICE	\$15,000.00	\$15,000.00	\$0.00	\$4,382.60	\$0.00	\$10,617.40	29
10-4412-2200 TELEPHONE	\$2,800.00	\$2,800.00	\$0.00	\$988.87	\$187.98	\$1,811.13	35

Town of Strasburg

Account	Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
10-4412-2300 ELECTRICITY	\$4,500.00	\$4,500.00	\$0.00	\$2,037.54	\$406.35	\$2,462.46	45
10-4412-2500 FUEL-HEAT	\$1,000.00	\$1,000.00	\$0.00	\$71.87	\$27.99	\$928.13	7
10-4412-2600 GAS, GREASE, & OIL	\$500.00	\$500.00	\$0.00	\$54.30	\$8.52	\$445.70	11
10-4412-2800 MATERIALS & SUPPLIES	\$21,000.00	\$21,000.00	\$0.00	\$7,272.92	\$4,346.98	\$13,727.08	35
10-4412-2855 COMPUTERS & SOFTWA	\$3,000.00	\$3,000.00	\$0.00	\$126.87	\$25.80	\$2,873.13	4
10-4412-2900 MEMBERSHIP DUES	\$2,000.00	\$2,000.00	\$0.00	\$2,224.66	\$185.00	(\$224.66)	111
10-4412-3000 MISCELLANEOUS	\$5,500.00	\$5,500.00	\$0.00	\$3,084.42	\$217.30	\$2,415.58	56
10-4412-3100 STRASBURG LIBRARY D	\$24,000.00	\$24,000.00	\$0.00	\$12,000.00	\$12,000.00	\$12,000.00	50
10-4412-3201 I/T SUPPORT	\$3,850.00	\$3,850.00	\$0.00	\$1,863.89	\$240.34	\$1,986.11	48
10-4412-3300 BUILDING MAINTENANC	\$6,400.00	\$6,400.00	\$0.00	\$3,559.06	\$2,964.16	\$2,840.94	56
10-4412-3700 TRAVEL & TRAINING	\$3,400.00	\$3,400.00	\$0.00	\$27.20	\$27.20	\$3,372.80	1
10-4412-3701 TRAVEL & TRAINING CO	\$3,500.00	\$3,500.00	\$0.00	\$1,934.96	\$217.72	\$1,565.04	55
10-4412-3710 CODIFICATION	\$3,000.00	\$3,000.00	\$0.00	\$0.00	\$0.00	\$3,000.00	0
10-4412-7500 STRASBURG MUSEUM D	\$15,000.00	\$15,000.00	\$0.00	\$7,500.00	\$7,500.00	\$7,500.00	50
10-4412-7700 PROJECTS	\$10,000.00	\$10,000.00	\$0.00	\$1,421.16	\$0.00	\$8,578.84	14
10-4412-7701 COUNTY TOURISM SUPP	\$32,000.00	\$32,000.00	\$0.00	\$13,509.30	\$4,215.21	\$18,490.70	42
10-4412-8000 RESCUE SQUAD DONATI	\$35,000.00	\$35,000.00	\$0.00	\$17,500.00	\$17,500.00	\$17,500.00	50
10-4412-8100 FIRE DEPT DONATION	\$35,000.00	\$35,000.00	\$0.00	\$21,216.70	\$16,165.19	\$13,783.30	61
10-4412-8121 FIRE PROGRAM-STATE	\$0.00	\$0.00	\$0.00	\$31,891.00	\$0.00	(\$31,891.00)	0
10-4412-8800 BUSINESS PARK - DEBT	\$164,700.00	\$164,700.00	\$0.00	\$123,375.01	\$0.00	\$41,324.99	75
10-4412-9000 CONTINGENCY EXPENSE	\$20,000.00	\$20,000.00	\$0.00	\$13,085.00	\$7,135.00	\$6,915.00	65
10-4413-0400 CAPITAL PROJECTS	\$3,370,000.00	\$3,440,000.00	\$9,940.00	\$172,841.35	\$63,611.73	\$3,257,218.65	5
10-4413-0401 CAPITAL PROJECTS - B	\$1,000,000.00	\$1,000,000.00	\$0.00	\$17,510.00	\$0.00	\$982,490.00	2
10-4413-1410 RESERVES	\$26,014.00	\$26,014.00	\$0.00	\$0.00	\$0.00	\$26,014.00	0
10-4421-7000 SALARIES & WAGES	\$156,412.00	\$156,412.00	\$0.00	\$42,420.04	\$11,036.32	\$113,991.96	27
10-4421-8000 SALARIES & WAGES - P	\$0.00	\$0.00	\$0.00	\$4,911.98	\$0.00	(\$4,911.98)	0
10-4421-9001 FICA	\$11,965.00	\$11,965.00	\$0.00	\$3,268.69	\$777.72	\$8,696.31	27
10-4421-9002 VRS - COMMUNITY INIT	\$22,414.00	\$22,414.00	\$0.00	\$2,925.43	\$0.00	\$19,488.57	13
10-4421-9003 HEALTH INSURANCE	\$20,080.00	\$20,080.00	\$0.00	\$4,328.03	\$0.00	\$15,751.97	22
10-4421-9005 EMPLOYEE STIPEND	\$840.00	\$840.00	\$0.00	\$258.40	\$64.60	\$581.60	31
10-4422-1700 ADVERTISING	\$2,000.00	\$2,000.00	\$0.00	\$2,568.56	\$472.28	(\$568.56)	128
10-4422-2000 CONTRACTUAL SERVICE	\$5,000.00	\$5,000.00	\$0.00	\$39.47	\$7.67	\$4,960.53	1
10-4422-2800 MATERIALS & SUPPLIES	\$1,500.00	\$1,500.00	\$0.00	\$696.00	\$0.00	\$804.00	46
10-4422-2855 COMPUTERS & SOFTWA	\$11,000.00	\$11,000.00	\$375.21	\$1,474.90	\$150.90	\$9,149.89	13
10-4422-2900 MEMBERSHIP DUES	\$500.00	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0
10-4422-3000 MISCELLANEOUS	\$700.00	\$700.00	\$0.00	\$0.00	\$0.00	\$700.00	0
10-4422-3201 I/T SUPPORT	\$700.00	\$700.00	\$0.00	\$445.23	\$70.69	\$254.77	64
10-4422-3700 TRAVEL & TRAINING	\$2,250.00	\$2,250.00	\$0.00	\$581.30	\$0.00	\$1,668.70	26
10-4422-3800 PLANNING DISTRICT CO	\$9,320.00	\$9,320.00	\$0.00	\$7,269.45	\$0.00	\$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	\$99,599.61	\$0.00	\$17,998.19	\$3,915.00	\$81,601.42	18
10-4431-7000 SALARIES & WAGES - R	\$575,537.00	\$575,537.00	\$0.00	\$212,241.38	\$37,686.84	\$363,295.62	37
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	\$22,543.89	\$2,493.27	\$68,584.11	25
10-4431-9000 SALARIES & WAGES - O	\$25,900.00	\$25,900.00	\$0.00	\$8,113.23	\$1,597.78	\$17,786.77	31
10-4431-9001 FICA - PUBLIC WORKS	\$60,032.00	\$60,032.00	\$0.00	\$17,212.72	\$2,947.10	\$42,819.28	29
10-4431-9002 VRS - PUBLIC WORKS -	\$96,603.00	\$96,603.00	\$0.00	\$22,028.46	\$231.32	\$74,574.54	23
10-4431-9003 HEALTH INSURANCE - E	\$68,000.00	\$68,000.00	\$0.00	\$21,787.96	\$0.00	\$46,212.04	32
10-4431-9005 EMP STIPEND	\$2,200.00	\$2,200.00	\$0.00	\$1,065.90	\$193.80	\$1,134.10	48
10-4432-1600 INSURANCE PREMIUMS	\$12,000.00	\$12,000.00	\$0.00	\$8,743.20	\$0.00	\$3,256.80	73
10-4432-2000 CONTRACTUAL SERVICE	\$11,660.00	\$11,660.00	\$0.00	\$5,624.53	\$708.92	\$6,035.47	48
10-4432-2200 TELEPHONE	\$6,505.00	\$6,505.00	\$0.00	\$2,182.04	\$444.34	\$4,322.96	34
10-4432-2300 ELECTRICITY	\$6,000.00	\$6,000.00	\$0.00	\$1,610.32	\$453.03	\$4,389.68	27
10-4432-2400 STREET LIGHTS	\$50,000.00	\$50,000.00	\$0.00	\$35,023.68	\$7,469.77	\$14,976.32	70
10-4432-2500 FUEL-HEAT	\$5,100.00	\$5,100.00	\$0.00	\$665.05	\$665.05	\$4,434.95	13
10-4432-2600 GAS, GREASE, & OIL	\$11,517.00	\$11,517.00	\$0.00	\$5,412.34	\$1,337.70	\$6,104.66	47
10-4432-2700 TIRES & TUBES	\$2,100.00	\$2,100.00	\$0.00	\$0.00	\$0.00	\$2,100.00	0
10-4432-2800 MATERIALS & SUPPLIES	\$7,895.00	\$7,895.00	\$0.00	\$1,294.05	\$361.94	\$6,600.95	16

Town of Strasburg

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10-4432-2850 PERMITS & DUES	\$735.00	\$735.00	\$0.00	\$187.00	\$0.00	\$548.00	25
10-4432-2855 COMPUTERS & SOFTWA	\$1,930.00	\$1,930.00	\$0.00	\$42.22	\$42.22	\$1,887.78	2
10-4432-3000 MISCELLANEOUS	\$1,800.00	\$1,800.00	\$0.00	\$29.90	\$0.00	\$1,770.10	2
10-4432-3201 I/T SUPPORT	\$5,000.00	\$5,000.00	\$0.00	\$2,732.60	\$408.57	\$2,267.40	55
10-4432-3300 BUILDING MAINTENANC	\$6,430.00	\$6,430.00	\$0.00	\$2,123.30	\$0.00	\$4,306.70	33
10-4432-3400 REPAIRS EQUIPMENT	\$22,033.00	\$24,244.12	\$0.00	\$5,685.25	\$1,440.79	\$18,558.87	23
10-4432-3500 REPAIRS STREETS - TO	\$50,000.00	\$50,000.00	\$270.20	\$1,447.99	\$23.69	\$48,281.81	3
10-4432-3600 REPAIRS STREETS-STAT	\$714,218.00	\$714,218.00	\$2,431.80	\$25,331.31	\$2,518.56	\$686,454.89	4
10-4432-3700 TRAVEL & TRAINING	\$6,895.00	\$6,895.00	\$0.00	\$54.40	\$54.40	\$6,840.60	1
10-4432-3800 MISS UTILITY	\$1,000.00	\$1,000.00	\$0.00	\$253.58	\$63.58	\$746.42	25
10-4432-4000 UNIFORMS/PPE	\$6,890.00	\$6,890.00	\$0.00	\$573.35	\$0.00	\$6,316.65	8
10-4432-4300 VEHICLE/EQUIPMENT PY	\$7,356.00	\$7,356.00	\$0.00	\$3,678.15	\$735.63	\$3,677.85	50
10-4432-4700 STORM WATER MANAGE	\$7,500.00	\$7,500.00	\$0.00	\$0.00	\$0.00	\$7,500.00	0
10-4432-4800 EQUIPMENT	\$6,120.00	\$6,120.00	\$0.00	\$0.00	\$0.00	\$6,120.00	0
10-4432-4900 HORTICULTURE	\$27,000.00	\$27,000.00	\$0.00	\$1,361.58	\$0.00	\$25,638.42	5
10-4432-5100 PRINCIPAL ON VRA SER	\$30,000.00	\$30,000.00	\$0.00	\$30,000.00	\$0.00	\$0.00	100
10-4432-5110 INTEREST VRA SERIES	\$17,500.00	\$17,500.00	\$0.00	\$7,975.12	\$0.00	\$9,524.88	46
10-4433-0100 CAPITAL PROJECTS - V	\$188,740.00	\$256,613.38	\$0.00	\$20,077.00	\$20,077.00	\$236,536.38	8
10-4441-7000 SALARIES & WAGES - R	\$1,243,104.00	\$1,243,104.00	\$0.00	\$523,946.25	\$96,547.14	\$719,157.75	42
10-4441-7010 SALARIES & WAGES - P	\$93,881.00	\$93,881.00	\$0.00	\$30,915.08	\$5,882.80	\$62,965.92	33
10-4441-9000 SALARIES & WAGES - O	\$93,200.00	\$93,200.00	\$0.00	\$61,270.81	\$8,543.55	\$31,929.19	66
10-4441-9001 FICA - PUBLIC SAFETY	\$109,410.00	\$109,410.00	\$0.00	\$43,677.85	\$7,821.34	\$65,732.15	40
10-4441-9002 VRS - PUBLIC SAFETY	\$176,916.00	\$176,916.00	\$0.00	\$52,966.82	\$76.32	\$123,949.18	30
10-4441-9003 HEALTH INSURANCE -	\$178,000.00	\$178,000.00	\$0.00	\$61,954.14	\$0.00	\$116,045.86	35
10-4441-9005 EMPLOYEE STIPEND	\$1,200.00	\$1,200.00	\$0.00	\$355.30	\$64.60	\$844.70	30
10-4442-1600 INSURANCE PREMIUMS	\$60,000.00	\$60,000.00	\$0.00	\$36,065.70	\$0.00	\$23,934.30	60
10-4442-2000 CONTRACTUAL SERVICE	\$101,254.00	\$101,254.00	\$0.00	\$18,623.88	\$1,295.72	\$82,630.12	18
10-4442-2200 TELEPHONE	\$11,000.00	\$11,000.00	\$0.00	\$3,023.19	\$842.86	\$7,976.81	27
10-4442-2300 ELECTRICITY	\$4,000.00	\$4,000.00	\$0.00	\$1,151.29	\$255.39	\$2,848.71	29
10-4442-2500 FUEL - HEAT	\$4,000.00	\$4,000.00	\$0.00	\$112.50	\$0.00	\$3,887.50	3
10-4442-2600 GAS	\$32,000.00	\$32,000.00	\$0.00	\$27,644.09	\$4,902.89	\$4,355.91	86
10-4442-2700 TIRES	\$3,000.00	\$3,000.00	\$0.00	\$1,364.70	\$0.00	\$1,635.30	45
10-4442-2800 MATERIALS & SUPPLIES	\$9,000.00	\$9,000.00	\$0.00	\$4,631.00	\$852.59	\$4,369.00	51
10-4442-2850 EQUIPMENT	\$15,000.00	\$15,000.00	\$0.00	\$3,210.69	\$1,549.61	\$11,789.31	21
10-4442-2855 COMPUTERS & SOFTWA	\$4,500.00	\$4,500.00	\$0.00	\$344.74	\$426.58	\$4,155.26	8
10-4442-2900 MEMBERSHIP DUES	\$1,500.00	\$1,500.00	\$0.00	\$1,404.49	\$0.00	\$95.51	94
10-4442-3000 MISCELLANEOUS	\$6,000.00	\$6,000.00	\$0.00	\$1,883.68	\$175.36	\$4,116.32	31
10-4442-3201 I/T SUPPORT	\$14,000.00	\$14,000.00	\$0.00	\$8,388.70	\$1,272.36	\$5,611.30	60
10-4442-3400 REPAIRS EQUIPMENT	\$35,000.00	\$35,000.00	\$0.00	\$15,864.30	\$5,498.80	\$19,135.70	45
10-4442-3700 TRAVEL & TRAINING	\$20,000.00	\$20,000.00	\$0.00	\$14,969.71	\$2,887.97	\$5,030.29	75
10-4442-3900 COMMUNITY POLICING	\$9,500.00	\$9,500.00	\$0.00	\$8,574.15	\$1,231.62	\$925.85	90
10-4442-4000 UNIFORMS	\$22,500.00	\$22,500.00	\$0.00	\$11,061.49	\$1,367.82	\$11,438.51	49
10-4442-4300 VEHICLE/EQUIPMENT PA	\$29,252.00	\$29,252.00	\$0.00	\$13,636.40	\$2,727.28	\$15,615.60	47
10-4442-4400 FIREARMS/RANGE	\$9,000.00	\$9,000.00	\$0.00	\$1,307.88	\$0.00	\$7,692.12	15
10-4443-0100 CAPITAL PROJECTS - V	\$114,642.00	\$114,642.00	\$13,487.45	\$122,179.86	\$0.00	(\$21,025.31)	107
10-4443-0101 CAPITAL PROJECTS - O	\$20,200.00	\$20,200.00	\$0.00	\$0.00	\$0.00	\$20,200.00	0
10-4461-7000 SALARIES & WAGES	\$73,211.00	\$73,211.00	\$0.00	\$17,796.21	\$0.00	\$55,414.79	24
10-4461-8000 SALARIES & WAGES - P	\$125,854.00	\$125,854.00	\$0.00	\$20,832.00	\$5,967.52	\$105,022.00	17
10-4461-9001 FICA - ER	\$15,229.00	\$15,229.00	\$0.00	\$2,751.03	\$456.50	\$12,477.97	18
10-4461-9002 VRS - ER	\$10,491.00	\$10,491.00	\$0.00	\$1,175.46	\$0.00	\$9,315.54	11
10-4461-9003 HEALTH INSURANCE - E	\$7,638.00	\$7,638.00	\$0.00	\$324.79	\$0.00	\$7,313.21	4
10-4461-9005 EMPLOYEE STIPEND	\$450.00	\$450.00	\$0.00	\$64.60	\$0.00	\$385.40	14
10-4462-1700 ADVERTISING	\$2,200.00	\$2,200.00	\$0.00	\$0.00	\$0.00	\$2,200.00	0
10-4462-2101 GRANT EXPENSE (50% G	\$9,000.00	\$9,000.00	\$0.00	\$9,000.00	\$0.00	\$0.00	100
10-4462-2400 PURCHASE FOR RESALE	\$14,500.00	\$14,500.00	\$0.00	\$5,643.03	\$852.60	\$8,856.97	39
10-4462-2800 MATERIALS & SUPPLIES	\$1,000.00	\$1,000.00	\$0.00	\$21.82	\$0.00	\$978.18	2
10-4462-2855 COMPUTERS & SOFTWA	\$2,200.00	\$2,200.00	\$0.00	\$2,714.44	\$74.05	(\$514.44)	123
10-4462-2900 MEMBERSHIP DUES	\$1,000.00	\$1,000.00	\$0.00	\$470.00	\$0.00	\$530.00	47

Town of Strasburg

Account	Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
10-4462-3000 MISCELLANEOUS	\$500.00	\$500.00	\$0.00	\$247.57	\$0.00	\$252.43	50
10-4462-3201 I/T SUPPORT	\$1,700.00	\$1,700.00	\$0.00	\$527.15	\$70.69	\$1,172.85	31
10-4462-3700 TRAVEL & TRAINING	\$7,500.00	\$7,500.00	\$0.00	\$644.27	\$485.39	\$6,855.73	9
10-4462-7000 PROJECTS & PROGRAMS	\$34,000.00	\$53,300.00	\$0.00	\$3,440.93	\$477.43	\$49,859.07	6
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	\$8,728.54	\$1,337.97	\$17,271.46	34
10-4463-0101 CAPITAL OUTLAY - OTH	\$0.00	\$15,000.00	\$0.00	\$146,615.75	\$146,307.00	(\$131,615.75)	977
10-5310-1000 POOL ADMISSION RECEI	\$35,000.00	\$35,000.00	\$0.00	\$14,563.18	\$0.00	(\$20,436.82)	42
10-5310-1500 SWIM LESSONS	\$3,000.00	\$3,000.00	\$0.00	\$2,639.00	\$0.00	(\$361.00)	88
10-5310-2000 CONCESSION RECEIPTS	\$20,000.00	\$20,000.00	\$0.00	\$9,773.57	\$72.35	(\$10,226.43)	49
10-5310-3000 RECREATIONAL RENTAL	\$18,000.00	\$18,000.00	\$0.00	\$1,581.39	\$0.00	(\$16,418.61)	9
10-5310-6000 RECREATION PROGRAM	\$500.00	\$500.00	\$0.00	\$0.00	\$0.00	(\$500.00)	0
10-5310-7000 MISCELLANEOUS RECRE	\$1,000.00	\$1,000.00	\$0.00	\$218.48	\$0.00	(\$781.52)	22
10-5411-7000 SALARIES & WAGES - P	\$94,000.00	\$94,000.00	\$0.00	\$57,601.83	\$0.00	\$36,398.17	61
10-5411-9001 FICA - PARKS & RECRE	\$7,191.00	\$7,191.00	\$0.00	\$4,416.05	\$0.00	\$2,774.95	61
10-5412-1600 INSURANCE PREMIUMS	\$4,000.00	\$4,000.00	\$0.00	\$3,278.70	\$0.00	\$721.30	82
10-5412-1700 ADVERTISING	\$1,000.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0
10-5412-1900 CHEMICALS	\$9,000.00	\$9,000.00	\$0.00	\$2,643.26	\$0.00	\$6,356.74	29
10-5412-2000 CONTRACTUAL SERVICE	\$6,000.00	\$6,000.00	\$0.00	\$1,440.00	\$720.00	\$4,560.00	24
10-5412-2300 ELECTRICITY	\$9,500.00	\$9,500.00	\$0.00	\$4,866.65	\$690.40	\$4,633.35	51
10-5412-2400 PURCHASE FOR RESALE	\$15,000.00	\$15,000.00	\$0.00	\$9,606.36	\$0.00	\$5,393.64	64
10-5412-2800 MATERIALS & SUPPLIES	\$4,500.00	\$4,500.00	\$0.00	\$2,403.42	\$290.80	\$2,096.58	53
10-5412-2860 PARK MAINTENANCE	\$7,000.00	\$7,000.00	\$0.00	\$6,080.36	\$1,327.72	\$919.64	87
10-5412-2861 PARK IMPROVEMENTS	\$8,500.00	\$8,500.00	\$0.00	\$0.00	\$0.00	\$8,500.00	0
10-5412-3000 MISCELLANEOUS	\$750.00	\$750.00	\$0.00	\$896.09	\$0.00	(\$146.09)	119
10-5412-3300 BUILDING MAINTENANC	\$5,000.00	\$5,000.00	\$0.00	\$1,389.67	\$474.30	\$3,610.33	28
10-5412-3400 REPAIRS EQUIPMENT	\$5,000.00	\$5,000.00	\$0.00	\$2,200.00	\$0.00	\$2,800.00	44
10-5412-4000 EVENT EXPENSES	\$43,100.00	\$43,100.00	\$6,000.00	\$23,078.15	\$11,154.97	\$14,021.85	54
10-5412-7000 RECREATIONAL PROGRA	\$3,000.00	\$3,000.00	\$0.00	\$757.59	\$130.86	\$2,242.41	25
10-5413-0300 CAPITAL OUTLAY REC	\$505,000.00	\$505,000.00	\$0.00	\$0.00	\$0.00	\$505,000.00	0
Reporting Fund: 10-GENERAL FUND							
FundRevTot	\$11,533,958.00	\$11,533,958.00	\$0.00	\$2,310,872.70	\$841,488.71	(\$9,223,085.30)	20
FundExpTot	\$11,533,958.00	\$11,747,942.11	\$32,504.66	\$2,649,307.03	\$584,945.60	\$9,066,130.42	23
Reporting Fund: 20-WATER FUND							
20-3350-7500 LEASE RECEIPTS	\$88,000.00	\$88,000.00	\$0.00	\$4,613.40	\$0.00	(\$83,386.60)	5
20-3360-1000 WATER REVENUE	\$2,430,000.00	\$2,430,000.00	\$0.00	\$935,087.55	\$175,877.89	(\$1,494,912.45)	38
20-3360-2000 WATER PENALTIES	\$75,000.00	\$75,000.00	\$0.00	\$39,891.92	\$10,381.63	(\$35,108.08)	53
20-3360-3000 WATER AVAILABILITY F	\$153,000.00	\$153,000.00	\$0.00	\$208,273.93	\$0.00	\$55,273.93	136
20-3360-3100 WATER TAP FEES	\$35,000.00	\$35,000.00	\$0.00	\$5,028.16	\$0.00	(\$29,971.84)	14
20-3360-3200 INSPECTION FEES	\$1,000.00	\$1,000.00	\$0.00	\$0.00	\$0.00	(\$1,000.00)	0
20-3360-6000 MISCELLANEOUS RECEI	\$20,000.00	\$20,000.00	\$0.00	\$11,091.07	\$920.08	(\$8,908.93)	55
20-3360-7000 WATER INTEREST INCOM	\$40,000.00	\$40,000.00	\$0.00	\$52,360.58	\$0.00	\$12,360.58	131
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	\$38,260.16	\$7,012.53	\$54,868.84	41
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	\$410.15	\$75.44	\$589.85	41
20-4411-9001 FICA - ADMINISTRATIO	\$7,135.00	\$7,135.00	\$0.00	\$2,762.86	\$506.33	\$4,372.14	39
20-4411-9002 VRS - ADMINISTRATION	\$13,223.00	\$13,223.00	\$0.00	\$8,011.56	\$128.76	\$5,211.44	61
20-4411-9003 HEALTH INSURANCE ER	\$11,461.00	\$11,461.00	\$0.00	\$6,135.67	\$0.00	\$5,325.33	54
20-4412-1600 INSURANCE PREMIUMS	\$5,500.00	\$5,500.00	\$0.00	\$3,825.16	\$0.00	\$1,674.84	70
20-4412-2000 CONTRACTUAL SERVICE	\$24,280.00	\$24,280.00	\$0.00	\$6,836.93	\$836.89	\$17,443.07	28
20-4412-2100 PROFESSIONAL SERVICE	\$16,500.00	\$16,500.00	\$0.00	\$4,658.70	\$0.00	\$11,841.30	28
20-4412-2200 TELEPHONE	\$3,000.00	\$3,000.00	\$0.00	\$959.69	\$182.45	\$2,040.31	32
20-4412-2300 ELECTRICITY	\$4,400.00	\$4,400.00	\$0.00	\$1,977.52	\$394.37	\$2,422.48	45
20-4412-2500 FUEL-HEAT	\$800.00	\$800.00	\$0.00	\$69.71	\$27.16	\$730.29	9
20-4412-2800 MATERIALS & SUPPLIES	\$20,880.00	\$20,880.00	\$0.00	\$7,987.08	\$2,103.55	\$12,892.92	38
20-4412-2855 COMPUTERS & SOFTWA	\$2,000.00	\$2,000.00	\$0.00	\$61.42	\$25.04	\$1,938.58	3
20-4412-2900 MEMBERSHIP DUES	\$625.00	\$625.00	\$0.00	\$1,979.67	\$0.00	(\$1,354.67)	317

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20-4412-3000 MISCELLANEOUS	\$2,500.00	\$2,500.00	\$0.00	\$2,365.25	\$75.38	\$134.75	95
20-4412-3201 I/T SUPPORT	\$3,500.00	\$3,500.00	\$0.00	\$1,809.21	\$233.27	\$1,690.79	52
20-4412-3300 BUILDING MAINTENANC	\$6,400.00	\$6,400.00	\$0.00	\$3,183.69	\$2,876.99	\$3,216.31	50
20-4412-3700 TRAVEL & TRAINING	\$3,300.00	\$3,300.00	\$0.00	\$26.40	\$26.40	\$3,273.60	1
20-4412-9000 CONTINGENCY EXPENSE	\$15,000.00	\$15,000.00	\$0.00	\$0.00	\$0.00	\$15,000.00	0
20-4412-9020 TRANSFER TO SEWER FU	\$281,989.00	\$281,989.00	\$0.00	\$0.00	\$0.00	\$281,989.00	0
20-4413-4411 TRANSFER TO WATER RE	\$49,692.00	\$49,692.00	\$0.00	\$0.00	\$0.00	\$49,692.00	0
20-4421-7000 SALARIES & WAGES	\$9,134.00	\$9,134.00	\$0.00	\$5,628.49	\$1,211.08	\$3,505.51	62
20-4421-9001 FICA	\$699.00	\$699.00	\$0.00	\$430.61	\$92.64	\$268.39	62
20-4421-9002 VRS	\$1,309.00	\$1,309.00	\$0.00	\$676.56	\$0.00	\$632.44	52
20-4421-9003 HEALTH INSURANCE	\$1,116.00	\$1,116.00	\$0.00	\$656.53	\$0.00	\$459.47	59
20-4422-2800 MATERIALS & SUPPLIES	\$0.00	\$0.00	\$0.00	\$51.29	\$0.00	(\$51.29)	0
20-4422-2855 COMPUTERS & SOFTWA	\$0.00	\$0.00	\$0.00	\$3.45	\$3.45	(\$3.45)	0
20-4422-3201 I/T SUPPORT	\$0.00	\$0.00	\$0.00	\$222.62	\$35.34	(\$222.62)	0
20-4422-3700 TRAVEL & TRAINING	\$0.00	\$0.00	\$0.00	\$56.62	\$0.00	(\$56.62)	0
20-4431-7000 SALARIES & WAGES - R	\$169,550.00	\$169,550.00	\$0.00	\$61,801.74	\$9,742.61	\$107,748.26	36
20-4431-8000 SALARIES & WAGES - P	\$14,081.00	\$14,081.00	\$0.00	\$3,735.45	\$411.79	\$10,345.55	27
20-4431-9000 SALARIES & WAGES - O	\$5,550.00	\$5,550.00	\$0.00	\$3,377.73	\$448.04	\$2,172.27	61
20-4431-9001 FICA - PUBLIC WORKS	\$14,814.00	\$14,814.00	\$0.00	\$5,273.34	\$811.11	\$9,540.66	36
20-4431-9002 VRS - PUBLIC WORKS	\$25,728.00	\$25,728.00	\$0.00	\$9,124.55	\$115.66	\$16,603.45	35
20-4431-9003 HEALTH INSURANCE	\$38,500.00	\$38,500.00	\$0.00	\$10,904.44	\$0.00	\$27,595.56	28
20-4431-9005 EMPLOYEE STIPEND	\$1,150.00	\$1,150.00	\$0.00	\$0.00	\$0.00	\$1,150.00	0
20-4432-1600 INSURANCE PREMIUMS	\$9,000.00	\$9,000.00	\$0.00	\$6,830.62	\$0.00	\$2,169.38	76
20-4432-2000 CONTRACTUAL SERVICE	\$11,305.00	\$11,305.00	\$0.00	\$4,678.32	\$71.83	\$6,626.68	41
20-4432-2200 TELEPHONE	\$6,320.00	\$6,320.00	\$0.00	\$2,117.92	\$431.26	\$4,202.08	34
20-4432-2300 ELECTRICITY	\$7,500.00	\$7,500.00	\$0.00	\$1,562.93	\$439.69	\$5,937.07	21
20-4432-2500 GAS FUEL	\$4,950.00	\$4,950.00	\$0.00	\$645.50	\$645.50	\$4,304.50	13
20-4432-2600 GAS, GREASE, & OIL	\$11,100.00	\$11,100.00	\$0.00	\$4,647.89	\$693.12	\$6,452.11	42
20-4432-2700 TIRES & TUBES	\$2,000.00	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	0
20-4432-2800 MATERIAL & SUPPLIES	\$7,665.00	\$7,665.00	\$0.00	\$1,219.61	\$351.30	\$6,445.39	16
20-4432-2850 PERMITS & DUES	\$455.00	\$455.00	\$0.00	\$181.50	\$0.00	\$273.50	40
20-4432-2855 COMPUTERS & SOFTWA	\$1,700.00	\$1,700.00	\$0.00	\$40.98	\$40.98	\$1,659.02	2
20-4432-3000 MISCELLANEOUS	\$1,740.00	\$1,740.00	\$0.00	\$0.00	\$0.00	\$1,740.00	0
20-4432-3201 I/T SUPPORT	\$4,200.00	\$4,200.00	\$0.00	\$2,652.24	\$396.55	\$1,547.76	63
20-4432-3300 BUILDING MAINTENANC	\$6,235.00	\$6,235.00	\$0.00	\$2,060.85	\$0.00	\$4,174.15	33
20-4432-3400 REPAIRS EQUIPMENT	\$21,385.00	\$23,531.07	\$0.00	\$5,517.38	\$1,398.31	\$18,013.69	23
20-4432-3700 TRAVEL & TRAINING	\$6,650.00	\$6,650.00	\$0.00	\$52.80	\$52.80	\$6,597.20	1
20-4432-3800 MISS UTILITY	\$975.00	\$975.00	\$0.00	\$246.11	\$61.71	\$728.89	25
20-4432-4000 UNIFORMS/PPE	\$6,640.00	\$6,640.00	\$0.00	\$575.98	\$0.00	\$6,064.02	9
20-4432-4300 VEHICLE/EQUIPMENT PA	\$7,140.00	\$7,140.00	\$0.00	\$3,569.95	\$713.99	\$3,570.05	50
20-4432-4400 WATER METERS	\$30,000.00	\$30,000.00	\$0.00	\$0.00	\$0.00	\$30,000.00	0
20-4432-4500 WATER INFRASTRUCTUR	\$100,000.00	\$100,000.00	\$4,187.78	\$16,209.52	\$2,666.75	\$79,602.70	16
20-4432-4800 EQUIPMENT	\$5,940.00	\$5,940.00	\$0.00	\$0.00	\$0.00	\$5,940.00	0
20-4432-5100 PRINCIPAL ON VRA SER	\$60,000.00	\$60,000.00	\$0.00	\$60,000.00	\$0.00	\$0.00	100
20-4432-5110 INTEREST VRA SERIES	\$35,000.00	\$35,000.00	\$0.00	\$15,950.23	\$0.00	\$19,049.77	46
20-4433-0100 VEHICLES	\$0.00	\$65,877.11	\$0.00	\$19,486.50	\$19,486.50	\$46,390.61	30
20-4433-0990 CIP PROJECTS	\$750,000.00	\$750,000.00	\$0.00	\$0.00	\$0.00	\$750,000.00	0
20-4451-7000 SALARIES & WAGES - R	\$365,226.00	\$365,226.00	\$0.00	\$153,314.30	\$28,070.85	\$211,911.70	42
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	\$4,219.53	\$2,171.42	\$10,780.47	28
20-4451-9001 FICA - WATER TREATME	\$29,210.00	\$29,210.00	\$0.00	\$11,283.66	\$2,175.77	\$17,926.34	39
20-4451-9002 VRS - WATER TREATMEN	\$49,082.00	\$49,082.00	\$0.00	\$13,960.27	\$210.84	\$35,121.73	28
20-4451-9003 HEALTH INSURANCE	\$50,552.00	\$50,552.00	\$0.00	\$15,075.00	\$0.00	\$35,477.00	30
20-4451-9005 EMPLOYEE STIPENED	\$1,660.00	\$1,660.00	\$0.00	\$1,065.90	\$193.80	\$594.10	64
20-4452-1600 INSURANCE PREMIUMS	\$22,500.00	\$22,500.00	\$0.00	\$16,939.96	\$0.00	\$5,560.04	75
20-4452-1900 WATER PLANT CHEMICA	\$125,000.00	\$125,000.00	\$0.00	\$43,227.31	\$0.00	\$81,772.69	35
20-4452-2000 CONTRACTUAL SERVICE	\$40,985.00	\$40,985.00	\$0.00	\$10,250.46	\$1,006.27	\$30,734.54	25
20-4452-2200 TELEPHONE	\$3,200.00	\$3,200.00	\$0.00	\$734.69	\$183.10	\$2,465.31	23

Town of Strasburg

Account	Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
20-4452-2300 ELECTRICITY	\$105,000.00	\$105,000.00	\$0.00	\$43,596.58	\$8,370.05	\$61,403.42	42
20-4452-2500 FUEL /LP	\$5,900.00	\$5,900.00	\$0.00	\$1,927.01	\$102.34	\$3,972.99	33
20-4452-2600 GAS, GREASE, & OIL	\$3,000.00	\$3,000.00	\$0.00	\$877.74	\$332.64	\$2,122.26	29
20-4452-2800 MATERIALS & SUPPLIES	\$4,400.00	\$4,400.00	\$0.00	\$917.80	\$48.94	\$3,482.20	21
20-4452-2850 PERMIT FEES & DUES	\$12,725.00	\$12,725.00	\$0.00	\$9,078.00	\$0.00	\$3,647.00	71
20-4452-2855 COMPUTERS & SOFTWA	\$2,250.00	\$2,250.00	\$0.00	\$82.79	\$82.79	\$2,167.21	4
20-4452-2900 LAB OPERATING	\$10,500.00	\$10,500.00	\$0.00	\$3,514.56	\$648.99	\$6,985.44	33
20-4452-3000 MISCELLANEOUS	\$3,000.00	\$3,000.00	\$0.00	\$188.54	\$85.20	\$2,811.46	6
20-4452-3100 TESTING	\$10,915.00	\$10,915.00	\$0.00	\$3,474.39	\$0.00	\$7,440.61	32
20-4452-3201 I/T SUPPORT	\$8,500.00	\$8,500.00	\$0.00	\$2,765.02	\$424.12	\$5,734.98	33
20-4452-3300 BUILDING MAINTENANC	\$10,100.00	\$10,100.00	\$0.00	\$4,544.69	\$0.00	\$5,555.31	45
20-4452-3400 REPAIRS EQUIPMENT	\$50,000.00	\$50,000.00	\$1,699.62	\$12,765.29	\$4,566.26	\$35,535.09	26
20-4452-3700 TRAVEL & TRAINING	\$13,200.00	\$13,200.00	\$0.00	\$2,099.00	\$1,024.00	\$11,101.00	16
20-4452-4000 UNIFORMS	\$5,400.00	\$5,400.00	\$0.00	\$1,168.98	\$0.00	\$4,231.02	22
20-4452-4700 EQUIPMENT	\$7,400.00	\$7,400.00	\$0.00	\$0.00	\$0.00	\$7,400.00	0
20-4452-4900 TANK MAINTENANCE	\$91,080.00	\$91,080.00	\$0.00	\$84,764.26	\$0.00	\$6,315.74	93
20-4452-5000 WTP LOAN-RURAL DEV	\$481,120.00	\$481,120.00	\$0.00	\$160,372.00	\$0.00	\$320,748.00	33
20-4453-0990 CIP PROJECTS	\$117,500.00	\$117,500.00	\$51,988.00	\$19,026.01	\$909.65	\$46,485.99	16
20-4461-9001 FICA	\$0.00	\$0.00	\$0.00	\$0.11	\$0.00	(\$0.11)	0
20-4461-9002 VRS	\$0.00	\$0.00	\$0.00	\$587.75	\$0.00	(\$587.75)	0
20-4461-9003 HEALTH INSURANCE	\$0.00	\$0.00	\$0.00	\$162.40	\$0.00	(\$162.40)	0
20-4462-2855 COMPUTERS & SOFTWA	\$0.00	\$0.00	\$0.00	\$8.62	\$8.62	(\$8.62)	0
20-4462-3201 I/T SUPPORT	\$0.00	\$0.00	\$0.00	\$210.91	\$35.34	(\$210.91)	0
Reporting Fund: 20-WATER FUND							
FundRevTot	\$3,592,000.00	\$3,592,000.00	\$0.00	\$1,256,346.61	\$187,179.60	(\$2,335,653.39)	35
FundExpTot	\$3,592,000.00	\$3,660,023.18	\$57,875.40	\$963,714.61	\$105,477.56	\$2,638,433.17	28
Reporting Fund: 30-SEWER FUND							
30-3370-1000 SEWER REVENUE	\$2,472,635.00	\$2,472,635.00	\$0.00	\$1,092,888.86	\$202,402.40	(\$1,379,746.14)	44
30-3370-2000 SEWER PENALTIES	\$50,000.00	\$50,000.00	\$0.00	\$6,850.00	\$0.00	(\$43,150.00)	14
30-3370-3000 SEWER AVAILABILITY F	\$153,000.00	\$153,000.00	\$0.00	\$206,853.13	\$0.00	\$53,853.13	135
30-3370-3100 SEWER TAP FEES	\$20,000.00	\$20,000.00	\$0.00	\$0.00	\$0.00	(\$20,000.00)	0
30-3370-3200 INSPECTION FEES	\$500.00	\$500.00	\$0.00	\$0.00	\$0.00	(\$500.00)	0
30-3370-6000 MISCELLANEOUS RECEI	\$2,500.00	\$2,500.00	\$0.00	\$3,796.97	\$2,575.08	\$1,296.97	152
30-3370-7000 SEWER INTEREST INCO	\$40,000.00	\$40,000.00	\$0.00	\$51,501.29	\$0.00	\$11,501.29	129
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	\$37,893.89	\$6,923.88	\$55,235.11	41
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	\$386.55	\$75.92	\$613.45	39
30-4411-9001 FICA - ADMININSTRATI	\$7,135.00	\$7,135.00	\$0.00	\$2,929.23	\$535.49	\$4,205.77	41
30-4411-9002 VRS - ADMINISTRATION	\$13,366.00	\$13,366.00	\$0.00	\$8,011.56	\$128.76	\$5,354.44	60
30-4411-9003 HEALTH INSURANCE	\$11,461.00	\$11,461.00	\$0.00	\$6,135.67	\$0.00	\$5,325.33	54
30-4412-1600 INSURANCE PREMIUMS	\$5,500.00	\$5,500.00	\$0.00	\$3,825.16	\$0.00	\$1,674.84	70
30-4412-2000 CONTRACTUAL SERVICE	\$24,280.00	\$24,280.00	\$0.00	\$7,004.47	\$836.88	\$17,275.53	29
30-4412-2100 PROFESSIONAL SERVICE	\$16,500.00	\$16,500.00	\$0.00	\$4,658.70	\$0.00	\$11,841.30	28
30-4412-2200 TELEPHONE	\$3,000.00	\$3,000.00	\$0.00	\$792.14	\$182.45	\$2,207.86	26
30-4412-2300 ELECTRICITY	\$4,400.00	\$4,400.00	\$0.00	\$1,977.52	\$394.37	\$2,422.48	45
30-4412-2500 FUEL-HEAT	\$800.00	\$800.00	\$0.00	\$69.71	\$27.16	\$730.29	9
30-4412-2800 MATERIALS & SUPPLIES	\$20,880.00	\$20,880.00	\$0.00	\$7,987.03	\$2,103.54	\$12,892.97	38
30-4412-2855 COMPUTERS & SOFTWA	\$2,000.00	\$2,000.00	\$0.00	\$61.42	\$25.04	\$1,938.58	3
30-4412-2900 MEMBERSHIP DUES	\$625.00	\$625.00	\$0.00	\$1,979.67	\$0.00	(\$1,354.67)	317
30-4412-3000 MISCELLANEOUS	\$2,500.00	\$2,500.00	\$0.00	\$2,364.31	\$75.37	\$135.69	95
30-4412-3201 I/T SUPPORT	\$3,500.00	\$3,500.00	\$0.00	\$1,809.21	\$233.27	\$1,690.79	52
30-4412-3300 BUILDING MAINTENANC	\$6,410.00	\$6,410.00	\$0.00	\$3,183.69	\$2,876.99	\$3,226.31	50
30-4412-3700 TRAVEL & TRAINING	\$3,300.00	\$3,300.00	\$0.00	\$26.40	\$26.40	\$3,273.60	1
30-4412-9000 CONTINGENCY	\$15,000.00	\$15,000.00	\$0.00	\$0.00	\$0.00	\$15,000.00	0
30-4421-7000 SALARIES & WAGES	\$9,134.00	\$9,134.00	\$0.00	\$5,628.49	\$1,211.08	\$3,505.51	62
30-4421-9001 FICA	\$699.00	\$699.00	\$0.00	\$430.61	\$92.64	\$268.39	62

Town of Strasburg

Account	Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
30-4421-9002 VRS	\$1,309.00	\$1,309.00	\$0.00	\$676.56	\$0.00	\$632.44	52
30-4421-9003 HEALTH INSURANCE	\$1,116.00	\$1,116.00	\$0.00	\$656.53	\$0.00	\$459.47	59
30-4422-2800 MATERIALS & SUPPLIES	\$0.00	\$0.00	\$0.00	\$51.29	\$0.00	(\$51.29)	0
30-4422-2855 COMPUTERS & SOFTWA	\$0.00	\$0.00	\$0.00	\$3.45	\$3.45	(\$3.45)	0
30-4422-3201 I/T SUPPORT	\$0.00	\$0.00	\$0.00	\$222.62	\$35.34	(\$222.62)	0
30-4431-7000 SALARIES & WAGES - R	\$169,550.00	\$169,550.00	\$0.00	\$61,802.01	\$9,742.61	\$107,747.99	36
30-4431-8000 SALARIES & WAGES - P	\$14,081.00	\$14,081.00	\$0.00	\$3,735.45	\$411.79	\$10,345.55	27
30-4431-9000 SALARIES & WAGES - O	\$5,550.00	\$5,550.00	\$0.00	\$2,542.22	\$399.26	\$3,007.78	46
30-4431-9001 FICA - PUBLIC WORKS	\$14,814.00	\$14,814.00	\$0.00	\$5,209.39	\$807.37	\$9,604.61	35
30-4431-9002 VRS - PUBLIC WORKS	\$25,728.00	\$25,728.00	\$0.00	\$9,124.55	\$115.66	\$16,603.45	35
30-4431-9003 HEALTH INSURANCE	\$38,500.00	\$38,500.00	\$0.00	\$10,904.44	\$0.00	\$27,595.56	28
30-4431-9005 EMPLOYEE STIPEND	\$1,150.00	\$1,150.00	\$0.00	\$0.00	\$0.00	\$1,150.00	0
30-4432-1600 INSURANCE PREMIUMS	\$9,000.00	\$9,000.00	\$0.00	\$6,830.62	\$0.00	\$2,169.38	76
30-4432-1900 CHEMICALS	\$20,000.00	\$20,000.00	\$0.00	\$8,832.09	\$0.00	\$11,167.91	44
30-4432-2000 CONTRACTUAL SERVICE	\$11,305.00	\$11,305.00	\$0.00	\$4,678.32	\$71.83	\$6,626.68	41
30-4432-2200 TELEPHONE	\$6,320.00	\$6,320.00	\$0.00	\$2,117.92	\$431.26	\$4,202.08	34
30-4432-2300 ELECTRICITY	\$7,540.00	\$7,540.00	\$0.00	\$1,562.93	\$439.69	\$5,977.07	21
30-4432-2500 FUEL-HEAT	\$4,950.00	\$4,950.00	\$0.00	\$645.50	\$645.50	\$4,304.50	13
30-4432-2600 GAS,GREASE & OIL	\$11,170.00	\$11,170.00	\$0.00	\$4,647.89	\$693.12	\$6,522.11	42
30-4432-2700 TIRES & TUBES	\$2,038.00	\$2,038.00	\$0.00	\$0.00	\$0.00	\$2,038.00	0
30-4432-2800 MATERIALS & SUPPLIES	\$7,670.00	\$7,670.00	\$0.00	\$1,215.32	\$351.30	\$6,454.68	16
30-4432-2850 PERMITS & DUES	\$455.00	\$455.00	\$0.00	\$181.50	\$0.00	\$273.50	40
30-4432-2855 COMPUTERS & SOFTWA	\$1,700.00	\$1,700.00	\$0.00	\$40.98	\$40.98	\$1,659.02	2
30-4432-3000 MISCELLANEOUS	\$1,750.00	\$1,750.00	\$0.00	\$0.00	\$0.00	\$1,750.00	0
30-4432-3201 I/T SUPPORT	\$4,200.00	\$4,200.00	\$0.00	\$2,652.24	\$396.55	\$1,547.76	63
30-4432-3300 BUILDING MAINTENANC	\$6,235.00	\$6,235.00	\$0.00	\$2,060.85	\$0.00	\$4,174.15	33
30-4432-3400 REPAIRS EQUIPMENT	\$21,385.00	\$23,531.07	\$0.00	\$6,087.80	\$1,398.31	\$17,443.27	26
30-4432-3700 TRAVEL & TRAINING	\$6,650.00	\$6,650.00	\$0.00	\$52.80	\$52.80	\$6,597.20	1
30-4432-3800 MISS UTILITY	\$980.00	\$980.00	\$0.00	\$246.11	\$61.71	\$733.89	25
30-4432-4000 UNIFORMS/PPE	\$6,640.00	\$6,640.00	\$0.00	\$595.97	\$0.00	\$6,044.03	9
30-4432-4300 VEHICLE/EQUIPMENT PA	\$7,140.00	\$7,140.00	\$0.00	\$3,569.95	\$713.99	\$3,570.05	50
30-4432-4500 INFRASTRUCTURE REPA	\$100,000.00	\$100,000.00	\$153.32	\$6,178.05	\$2,206.74	\$93,668.63	6
30-4432-4800 EQUIPMENT	\$5,940.00	\$5,940.00	\$0.00	\$0.00	\$0.00	\$5,940.00	0
30-4432-5100 PRINCIPAL ON VRA SER	\$60,000.00	\$60,000.00	\$0.00	\$60,000.00	\$0.00	\$0.00	100
30-4432-5110 INTEREST VRA SERIES	\$35,000.00	\$35,000.00	\$0.00	\$15,950.23	\$0.00	\$19,049.77	46
30-4433-0100 VEHICLES	\$0.00	\$65,877.11	\$0.00	\$19,486.50	\$19,486.50	\$46,390.61	30
30-4433-0990 CIP PROJECTS	\$1,162,000.00	\$1,162,000.00	\$0.00	\$0.00	\$0.00	\$1,162,000.00	0
30-4451-7000 SALARIES & WAGES - R	\$386,165.00	\$386,165.00	\$0.00	\$153,506.16	\$28,354.56	\$232,658.84	40
30-4451-8000 WAGES - PARTTIME	\$1,500.00	\$1,500.00	\$0.00	\$207.90	\$0.00	\$1,292.10	14
30-4451-9000 SALARIES & WAGES - O	\$11,700.00	\$11,700.00	\$0.00	\$2,389.53	\$654.95	\$9,310.47	20
30-4451-9001 FICA - SEWER TREATME	\$29,658.00	\$29,658.00	\$0.00	\$10,853.73	\$2,023.92	\$18,804.27	37
30-4451-9002 VRS - SEWER TREATMEN	\$55,553.00	\$55,553.00	\$0.00	\$17,409.14	\$359.68	\$38,143.86	31
30-4451-9003 HEALTH INSURANCE	\$56,578.00	\$56,578.00	\$0.00	\$18,742.00	\$0.00	\$37,836.00	33
30-4451-9005 EMPLOYEE STIPEND	\$500.00	\$500.00	\$0.00	\$710.60	\$129.20	(\$210.60)	142
30-4452-1600 INSURANCE PREMIUMS	\$22,000.00	\$22,000.00	\$0.00	\$15,300.60	\$0.00	\$6,699.40	70
30-4452-1900 CHEMICALS	\$170,100.00	\$170,100.00	\$4,708.37	\$84,951.00	\$19,531.03	\$80,440.63	50
30-4452-2000 CONTRACTUAL SERVICE	\$31,500.00	\$31,500.00	\$0.00	\$22,318.79	\$2,248.58	\$9,181.21	71
30-4452-2200 TELEPHONE	\$7,800.00	\$7,800.00	\$0.00	\$1,443.69	\$233.96	\$6,356.31	19
30-4452-2300 ELECTRICITY	\$175,000.00	\$175,000.00	\$0.00	\$69,469.06	\$13,856.11	\$105,530.94	40
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	\$455.41	\$0.00	\$6,744.59	6
30-4452-2800 MATERIALS & SUPPLIES	\$10,500.00	\$10,500.00	\$0.00	\$4,067.75	\$753.36	\$6,432.25	39
30-4452-2850 PERMIT FEE & DUES	\$10,200.00	\$10,200.00	\$0.00	\$10,225.00	\$0.00	(\$25.00)	100
30-4452-2855 COMPUTERS & SOFTWA	\$2,250.00	\$2,250.00	\$0.00	\$260.58	\$20.70	\$1,989.42	12
30-4452-2900 LAB OPERATING	\$43,100.00	\$43,100.00	\$1,542.00	\$10,932.72	\$664.17	\$30,625.28	25
30-4452-3000 MISCELLANEOUS	\$2,250.00	\$2,250.00	\$0.00	\$29.90	\$0.00	\$2,220.10	1
30-4452-3100 TESTING	\$6,400.00	\$6,400.00	\$0.00	\$0.00	\$0.00	\$6,400.00	0
30-4452-3201 I/T SUPPORT	\$5,500.00	\$5,500.00	\$0.00	\$3,116.60	\$494.81	\$2,383.40	57

Town of Strasburg

Account	Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
30-4452-3300 BUILDINGS MAINTENAN	\$10,000.00	\$10,000.00	\$0.00	\$383.60	\$167.21	\$9,616.40	4
30-4452-3400 REPAIRS EQUIPMENT	\$105,100.00	\$105,100.00	\$1,133.00	\$14,576.83	\$8,571.31	\$89,390.17	14
30-4452-3450 PUMP STATION REPAIR	\$17,000.00	\$17,000.00	\$6,982.85	\$9,646.85	\$0.00	\$370.30	57
30-4452-3700 TRAVEL & TRAINING	\$4,740.00	\$4,740.00	\$0.00	\$969.78	\$0.00	\$3,770.22	20
30-4452-4000 UNIFORMS	\$5,980.00	\$5,980.00	\$0.00	\$594.30	\$196.00	\$5,385.70	10
30-4452-4800 EQUIPMENT	\$1,600.00	\$1,600.00	\$0.00	\$532.52	\$0.00	\$1,067.48	33
30-4452-5100 VRA LOAN/WWTP UPGR	\$655,715.00	\$655,715.00	\$0.00	\$327,680.67	\$0.00	\$328,034.33	50
30-4452-5500 SLUDGE REMOVAL	\$102,200.00	\$102,200.00	\$0.00	\$33,890.66	\$21,593.58	\$68,309.34	33
30-4452-5600 POLUTION CREDITS	\$15,000.00	\$15,000.00	\$0.00	\$625.00	\$0.00	\$14,375.00	4
30-4453-0990 WWTP CIP PROJECTS	\$205,200.00	\$205,200.00	\$194,148.00	\$13,514.60	\$13,514.60	(\$2,462.60)	7
30-4461-9001 FICA ER EXPENSE	\$0.00	\$0.00	\$0.00	\$0.11	\$0.00	(\$0.11)	0
30-4461-9002 VRS ER EXPENSE	\$0.00	\$0.00	\$0.00	\$587.75	\$0.00	(\$587.75)	0
30-4461-9003 HEALTH INSURANCE ER	\$0.00	\$0.00	\$0.00	\$162.40	\$0.00	(\$162.40)	0
30-4462-2855 COMPUTERS & SOFTWA	\$0.00	\$0.00	\$0.00	\$8.62	\$8.62	(\$8.62)	0
30-4462-3201 I/T SUPPORT	\$0.00	\$0.00	\$0.00	\$245.99	\$35.34	(\$245.99)	0
Reporting Fund: 30-SEWER FUND							
FundRevTot	\$4,182,624.00	\$4,182,624.00	\$0.00	\$1,361,890.25	\$204,977.48	(\$2,820,733.75)	33
FundExpTot	\$4,182,624.00	\$4,250,647.18	\$208,667.54	\$1,169,527.35	\$167,666.69	\$2,872,452.29	32
Reporting Fund: 40-TRASH FUND							
40-3480-1000 TRASH COLLECTION FEE	\$501,900.00	\$501,900.00	\$0.00	\$215,313.95	\$43,250.70	(\$286,586.05)	43
40-4462-4200 LANDFILL TIPPING FEE	\$104,000.00	\$104,000.00	\$0.00	\$36,519.16	\$9,277.85	\$67,480.84	35
40-4462-4900 TRASH COLLECTION	\$397,900.00	\$397,900.00	\$0.00	\$167,597.02	\$41,987.54	\$230,302.98	42
Reporting Fund: 40-TRASH FUND							
FundRevTot	\$501,900.00	\$501,900.00	\$0.00	\$215,313.95	\$43,250.70	(\$286,586.05)	43
FundExpTot	\$501,900.00	\$501,900.00	\$0.00	\$204,116.18	\$51,265.39	\$297,783.82	41
Reporting Fund: 60-AMERICAN RESCUE PLAN							
60-5920-0001 AMERICAN RESCUE PLA	\$0.00	\$0.00	\$0.00	\$101,728.30	\$4,395.00	(\$101,728.30)	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	\$101,728.30	\$4,395.00	(\$101,728.30)	0
Grand Totals:							
TotalRev	\$19,810,482.00	\$19,810,482.00	\$0.00	\$5,144,423.51	\$1,276,896.49	(\$14,666,058.49)	26
TotalExp	\$19,810,482.00	\$20,160,512.47	\$299,047.60	\$5,088,393.47	\$913,750.24	\$14,773,071.40	27



Memorandum

To: Mayor Boies and Strasburg Town Council
From: Wayne Sager, Chief of Police
Date: 12-8-2023
Re: Monthly Update to Council

The Strasburg Police Department answered **1356** calls for service in the month of **November** 2023.

Adult Criminal Charges (21)

- 4 Domestic Assault & Battery (M, 4 separate defendants)
- 1 Brandishing a Firearm
- 2 Possession of a Firearm by Convicted Felon (F, same defendant)
- 3 Possession of a Controlled Drug (1 M, 2 F, 2 separate defendants)
- 4 DUI (M, 4 separate defendants)
- 2 Drunk in Public (M, 2 separate defendants)
- 1 Driving w/Open Container (M)
- 1 Drive Revoked (M)
- 1 Trespassing (M)
- 2 Obstruction of Justice (M, separate defendants)

Juvenile Criminal Charges (0)

Traffic Violations (85)

- 10 Speeding
- 1 Reckless Driving
- 1 Hit & Run
- 2 Driving Suspended
- 6 Fail to Obey Highway Sign
- 1 Use of Unsafe Equipment
- 32 Expired State Inspection
- 8 Expired State Registration
- 1 Vehicle Registration Violations
- 3 No Driver's License
- 3 No Operator's License in Possession
- 7 Failure to Wear Seatbelt
- 1 No Insurance
- 1 Counterfeit Inspection Sticker

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



- 2 Improper Exhaust
- 1 Possession of Altered Tags
- 1 Possess Open Vehicle Title
- 1 Vehicle Title Violation
- 1 Drive with Handheld Device
- 1 Operate Motor Vehicle with Unapproved Equipment
- 1 Improper Stopping on Highway

Ordinance Violations in November (3)

Uses of Narcan in November (0)

Happenings:



Memorandum

To: Mayor Boies and Strasburg Town Council
From: Amy Keller, Office & HR Manager
Date: 12/8/2023
Re: October Monthly Update to Council

Monthly Employee Update: December 2023 (for November 2023)

Nothing to report for the month of November --- no one was hired, no one left, no promotions, and no milestone anniversaries.

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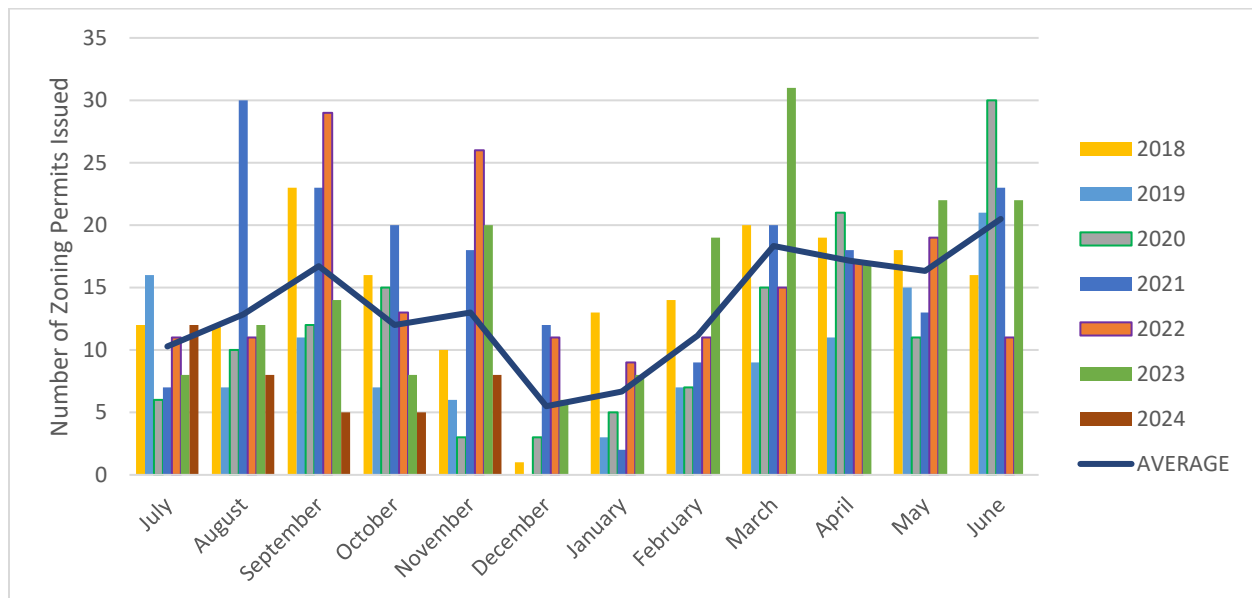
<u>Milestones</u>	<u>Department</u>	<u>Years/Date</u>
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Memorandum

To: Mayor Boies and Strasburg Town Council
 From: Brian Otis, Planning and Zoning Administrator
 Date: December 12, 2023
 Re: Monthly Update to Council (November)

Permit Data



Number of Permits per Month							
Month	Current Month	Previous Month	% Change	Previous Year	% Change	August Average	% Change
2023 November	8	5	60.00%	20	-60.00%	13	-38.46%
		Comparison to last month		Comparison to last year		Comparison of Current month over the last 7 years.	



Boards and Commissions

Planning Commission – no meeting

Architectural Review Board – no meeting

Board of Zoning Appeals – no meeting

Additional Items

- Valley Health Medical Office Building working on posting bonds and obtaining their Site Development Permit..
- UDO rewrite
 - Drafting the Administrative Procedures Manual
 - Creating Pros/Cons lists for uses that need staff needs Council direction on.
 - Researching STRs,
 - Identifying Pros/Cons of the industry as identified by other jurisdictions.
 - Collecting regulations other jurisdictions have adopted.
 - Identifying the trends of enforcement for this new type of use.



Memorandum

To: Mayor Boies and Strasburg Town Council
From: Public Works Superintendent, Ray Heishman
Date: 12/7/2023
Re: Monthly Update to Council

Meter Service request

- 10 Add Reading.
- 8 Reactivate Account.
- 8 Turn off.
- 3 Turn on.
- Data Logged 1 water meter.

Office Request

- Delivered 4 Notices.
- Delivered 9 Waste Containers.

Meter Installation

- Installed 4 new meters (new homes)
- 8 Meter replacements

AMI Water Meter Project

- The AMI gateways have been installed waiting now on setting up Electrician to run power to the gateways and Cellular service.

Water and Sewer

- 5 sewer main backups.
- 5 Sewer Service backups.
- 4 Water Service leak.
- Painted Fire Hydrants.

Streets

- Change Roadway Banner.
- Change Veteran Banner to Seasonal Banners.
- Replacing No Parking Signs.
- Sweeping Streets.
- 2 dead animal pickups
- Took Sun Sail down at Strasburg Square.



Horticulture

- Installed Lights on Street trees.
- Worked in flowerbeds.

Inspections

- Performed 3 occupancy inspections.

Miss Utility Locates

- Performed 140 Miss Utility Locates.

Shelter Rentals

Police Department Support

Events

- Prepared for and assisted with Grill Cheese and Tomato Soup Festival.
- Leaf Pickup
- Picked up brush.
- Prepare for Tree Lighting and parade.



Memorandum

To: Mayor Boies and Strasburg Town Council
From: Phil Gimple, Supt. Of WTP
Date: 12-8-23
Re: November Monthly Update to Council

TREATMENT

- Water Treatment Plant produced 26.871 MG for the month of October.
- Operating at 36% capacity
- Average daily production .896 MGD

BULK WATER SALES

- Staff filled 23 bulk water trucks for a total of 48,514 gallons.

FORTHILL WATER TANK

- T-Mobile
 - Decommissioning work needs to be completed on an old panel left behind by Sprint/Shentel.
 - Dirt left over from the generator installation needs to be spread out and the ground leveled on tank site.
- Verizon
 - The brackets Verizon were waiting on were delivered by Utility Service on October 19th. Verizon still needs to install the brackets and pour a concrete pad. Scheduled to complete work December 13th.
 - Verizon cell site is not active at this time. They are waiting on Shentel to complete work.
- Utility Services (Tank Maintenance Company)



- Waiting for the painted shrouds over the cables running up the side of the bowl of the tank to be installed.

AMI GATEWAY INSTALLATION

- Core & Main (AMI)
 - Received quotes for all 4 sites electrical hookups
 - Forwarded quotes to DPW Superintendent Heishman

CLA-VAL FLOW CONTROLLER REPLACEMENT CIP

- Obtaining 3 quotes for project

SCADA SOFTWARE UPGRADE CIP

- Project awarded to Inframark Automations (Instrulogic)
- Start date scheduled for 12-18-2023



Memorandum

To: Mayor Boies and Strasburg Town Council
From: Superintendent of Wastewater, Gabe Ritenour
Date: October 9, 2023
Re: Monthly Update to Council

Utility Production Figures

- The wastewater plant treated 22.20 MG and ran at 36% capacity.

Keaser Blower Replacement Project:

- The replacement blowers are in the process of being built.
- Meetings on money allocated for project and unforeseen costs.

Dairy Sampling Station Project:

- Met with the milk plant staff and Pennoni Thursday 5th of October.
- Conversation between Town Manager, Planning/zoning, and Wastewater staff are ongoing.
- Letter of recommendation is being drafted to Valley Milk.
- Letter of recommendation sent to milk plant.

Pre-treatment permitting:

- Working with DEQ and other consultants on pretreatment permitting for Significant Industrial Users (SIU) permitting.
- Also looking into Sewer Use Ordinances for sewer use permitting and an alternative.
- Meeting set with DEQ for information on 1-9-2024.

Homewood Pumping Station:

- The generator radiator has a hole and needs to be replaced.
- Drain valve on Water Plant holding tank is broken and needs repaired. This is a large job and will require consulting with a construction company.



Memorandum

To: Mayor Boies and Strasburg Town Council
From: Visitor Center Staff
Date: December 8, 2023
Re: November Monthly Update to Council

Visitor Center

- Gift Shop Manager Melody Nixon organized both Black Friday and Shop Small Saturday events for the gift shop which were very successful. Gross sales for November totaled \$2,159.88.
- The Center hosted several museum tours during the month of November. The Narrow Passage DAR held their monthly meeting at Hupp's Hill which included a tour of the museum; 30 people were in attendance.
- The **Visitor Center** welcomed 512 visitors in November (averaging 18 per day). This number was lower than most months but expected during colder months. Sales were higher than normal (please note, last month's figure included the sales of the Grilled Cheese and Tomato Soup Festival tickets).
 - Visitors came from 17 other states and the District of Columbia. Sixty-two people visited from Virginia with 22 of these being from the Strasburg area. Two guests visited from France and three from Canada.

COMMITTEE REPORTS



COUNCIL MEMBER ITEMS



CLOSED MEETING



ADJOURNMENT

