

Mayor Jacob P. Bailey called the regular monthly meeting of the Amherst Town Council to order on June 8, 2011 at 7:00 P.M. in the Council Chambers of the Town Hall at 186 S. Main Street. Council members Kenneth Bumgarner, J. Paul Kilgore, Michael Mozingo and Richard Wydner were present. Councilor Haney Mottley was absent. Town Manager Jack Hobbs, Police Chief Kelvin Brown, Office Manager Colan Davis, Director of Public Utilities Tom Fore and Town Attorney Tom Berry were present.

Chaplain Adam White from Sweet Briar College gave an invocation.

The Town Manager reported that the S. Main Street Sidewalk Project is almost at an end and reviewed the budget status and list of items remaining for the project to be fully completed.

The Town Manager gave a report on the N. Main Street sewer project. By consensus, the Council agreed that the sliplining portion of the project should be put out to bid this summer.

Allen Campbell and L.C. Patton addressed Council regarding the high grass at 119 Maple Lane.

Mr. Kilgore made a motion that was seconded by Mr. Bumgarner and approved 4-0 to approve the minutes from the May 11, 2011 meeting. Messrs. Bumgarner, Kilgore, Mozingo and Wydner voted "Aye"; Mr. Mottley was absent.

Mr. Kilgore made a motion that was seconded by Mr. Mozingo and approved 4-0 to approve an ordinance containing the Town's FY11/12 budget. Messrs. Bumgarner, Kilgore, Mozingo and Wydner voted "Aye"; Mr. Mottley was absent. A copy of the ordinance is attached and made a part of these minutes.

Mr. Wydner made a motion that was seconded by Mr. Mozingo and approved 4-0 to approve an updated utility billing policy. Messrs. Bumgarner, Kilgore, Mozingo and Wydner voted "Aye"; Mr. Mottley was absent. A copy of the policy is attached and made a part of these minutes.

Mr. Bumgarner made a motion that was seconded by Mr. Wydner and approved 4-0 to approve an ordinance that would have the effect of repealing the Town's recognition of local fire and rescue agencies. Messrs. Bumgarner, Kilgore, Mozingo and Wydner voted "Aye"; Mr. Mottley was absent. A copy of the ordinance is attached and made a part of these minutes.

Mr. Bumgarner made a motion that was seconded by Mr. Wydner and approved 4-0 to approve a resolution to "opt out" of the state's Line of Duty Act Fund program. Messrs. Bumgarner, Kilgore, Mozingo and Wydner voted "Aye"; Mr. Mottley was absent. A copy of the ordinance is attached and made a part of these minutes. It was understood that the Town would join the Virginia Municipal League Insurance Program's Line of Duty Act liability pool program.

Mr. Kilgore made a motion that was seconded by Mr. Bumgarner and approved 4-0 that the Town Council reappoint and recommend a series of individuals to boards for various terms. Messrs. Bumgarner, Kilgore, Mozingo and Wydner voted "Aye"; Mr. Mottley was absent. The slate is as follows:

<u>Appointee/Recommended</u>	<u>Board</u>	<u>Term</u>
William Rowland Jones	Planning Commission	July 1, 2011-June 30, 2015
Clifford Allan Hart	Planning Commission	July 1, 2011-June 30, 2015
Lewis Carter Addison	Industrial Development Authority	July 1, 2011-June 30, 2015
Richard McKinley Wydner Jr.	Industrial Development Authority	July 1, 2011-June 30, 2015
C. Manly Rucker, III	Property Maintenance Investigation Board	July 1, 2011-June 30, 2014
Teresa Patton Tatlock	Board of Zoning Appeals	September 1, 2011-August 31, 2016

The Town Manager reported on his work to develop an easement document for the potential water line on the Tolley property off Kenmore Road.

The Police Chief came forward to give a report on the enforcement of the Town's noise ordinance. By consensus he was asked to work with the Public Safety Committee on an improved ordinance. The Police Chief asked whether the Police Department should continue to enforce the Town's noise ordinance. The Town Attorney advised the Police Chief that the Town officers could enforce the noise ordinance as written with the exception of the section that related to motorcycles and dirt bikes. The Town Attorney further advised the Police Chief to consider using the Virginia State Code to address violations involving motorcycles and dirt bikes.

The Town Manager reminded the Councilors of the Chamber of Commerce's Fourth of July event in the Town Square and that the regional water supply plan/drought ordinance presentation and public hearing are scheduled for the July 13 Council meeting.

Mr. Bumgarner made a motion that was seconded by Mr. Mozingo and approved 4-0 to approve a resolution honoring Kenneth Watts for his service to the Town. Messrs. Bumgarner, Kilgore, Mozingo and Wydner voted "Aye"; Mr. Mottley was absent. A copy of the resolution is attached and made a part of these minutes.

Mr. Bumgarner made a motion that was seconded by Mr. Mozingo and approved 4-0 authorizing the sale of Kenneth Watts' service firearm to him for \$1.00 as allowed by the Code of Virginia. Messrs. Bumgarner, Kilgore, Mozingo and Wydner voted "Aye"; Mr. Mottley was absent.

There being no further business, the meeting adjourned at 8:24 P.M.

Jacob P. Bailey
Mayor

Attest:

Clerk of Council

AN ORDINANCE TO ESTABLISH THE BUDGET FOR THE TOWN OF AMHERST, VIRGINIA FOR THE FISCAL YEAR BEGINNING JULY 1, 2011 AND ENDING JUNE 30, 2012, MAKING REVENUE ESTIMATES AND APPROPRIATIONS FOR SAME.

BE IT ORDAINED BY THE COUNCIL OF THE TOWN OF AMHERST, VIRGINIA:

A. GENERAL FUND REVENUE

That for the support of the Town Government and its General Fund for the tax year beginning on January 1, 2011, all taxes, fees, charges, and penalties shall remain as heretofore set out by Ordinance, Resolution or other appropriate action of the Town Council except as the Town Council may establish or amend herein. Revenue projections detailed in **Attachment A** are hereby accepted as the revenue portion of the FY12 Town of Amherst General Fund budget.

B. GENERAL FUND EXPENSE

That there is appropriated from the funds and resources of the Town of Amherst General Fund the aggregate amounts listed in **Attachment B**, or so much thereof as may be necessary, subject to conditions set forth by law or policy, for the various designated purposes as set out therein. **Attachment B**, which describes proposed expenditures for the Town's various department units, is hereby accepted as the expense portion of the FY12 Town of Amherst General Fund budget.

C. UTILITY FUNDS

That the amounts listed in **Attachment C** are hereby accepted as the FY12 revenue and expense budgets for the Water and Sewer Funds, and, as such, the aggregate of said monies are hereby appropriated, or so much thereof as may be necessary, subject to conditions set forth by law or policy, for the various designated purposes as set out therein.

D. CAPITAL IMPROVEMENT PLAN

That the schedule of funds available, preliminary cost estimates, and timetables contained in **Attachment D** are hereby accepted. As such, **Attachment D** shall be considered the FY12 Capital Improvement Plan for the respective General, Water and Sewer Funds. No monies shall be expended on projects or activities shown on the individual capital improvement plans without additional specific approval by the Town Council.

E. PERSONNEL

The Pay Plan contained in **Attachment E** is hereby adopted. All individuals employed on a full-time basis by the Town as of June 30, 2011 shall receive a 1% bonus in the first July paycheck.

G. RATES & CHARGES

That the schedules of rates and charges contained in **Attachments F** and **G** are hereby adopted and/or continued as defined herein and by the Town Code.

H. PRIORITIES

That the following are hereby identified and adopted as the Town of Amherst's priority initiatives for FY12:

1. Develop and approve a detailed 5-year capital improvement plan, and
2. Prepare for a utility rate fairness study.

I. CONDITIONS

That all appropriations are declared to be maximum and conditional, the purpose being to make the appropriations payable in full in the aggregate amounts named herein if necessary, and then only in the event the aggregate revenues collected and other resources available to the Town are sufficient. All debts of the Town shall be paid in full when due and payable. All expenditures shall be made in accordance with this Ordinance, the Town Charter, Town Code, and Purchasing Policy and all administrative rules and regulations.

This Ordinance was passed by a vote of the Amherst Town Council on the 8th of June, 2011, and shall become effective on July 1, 2011.

Mayor

Attest: _____
Clerk of Council

	2009 Actual	2010 Actual	FY11 Budget	FY11 to 2/28	FY11 Projected	FY12 Proposed	\$ Change	% Change	
General Fund Revenues									
3010.0000	REAL ESTATE TAXES	66,948	65,317	63,000	61,054	62,000	63,000	-	0%
3020.0000	PERSONAL PROPERTY TAXES	24,960	28,375	27,000	27,834	28,200	28,000	1,000	4%
3020.1000	P.P. TAX RELIEF-FROM STATE	17,456	17,456	17,456	17,456	17,456	17,456	-	0%
3025.0000	DMV STOP REMOVAL FEES COLLECTED				1,040	1,200	500	500	
3030.0000	CONSUMER UTIL TAX - ELECT			24,200	16,513	24,800	24,700	500	2%
3030.0010	ELECTRIC CONSUMPTION TAX			7,400	5,573	8,600	8,200	800	11%
3030.0300	TELECOM TAX FROM STATE	143,805	138,259	92,515	74,050	109,050	105,000	12,485	13%
3030.1100	CROWN COMMUNICATIONS LEASE	6,900	7,880	7,860	5,240	7,860	7,860	-	0%
3040.0000	MEALS & BEVERAGE TAX	225,355	224,282	197,000	151,007	220,000	225,000	28,000	14%
3040.0100	LODGING TAX	5,922	5,753	5,500	3,279	4,900	5,000	(500)	-9%
3050.0000	PENALTIES - TAXES	2,200	6,578	3,500	3,425	4,500	3,000	(500)	-14%
3060.0000	BUSINESS LICENSE TAXES	96,447	106,928	100,000	2,941	97,000	100,000	-	0%
3070.0000	SALES TAX DISTRIBUTION	112,552	88,097	89,000	60,623	89,400	93,600	4,600	5%
3080.0000	ROLLING STOCK	2,292	2,457	2,580	2,475	2,464	2,460	(120)	-5%
3080.0200	RENTAL TAX				174	200	200	200	
3080.5000	UTILITY ACCT SET UP FEE		27,351	2,000	1,525	1,900	2,000	-	0%
3090.0000	INTEREST EARNED	119,824	46,668	33,000	11,257	26,750	27,000	(6,000)	-18%
3090.9900	CENTENNIAL SALES		3,283		100	81	-	-	
3100.0000	VEHICLE LICENSE FEE	39,274	41,054	40,000	38,381	41,000	40,000	-	0%
3110.0000	MISC REVENUE	51		1,500	9,555	7,876	1,000	(500)	-33%
3110.1000	SALE OF FIXED ASSETS			-				-	
3130.0000	CAPITAL STOCK TAX - BANKS	48,019	58,578	40,000		53,000	50,000	10,000	25%
3150.0000	STATE POLICE AID	60,512	55,460	54,804	27,404	54,808	52,884	(1,920)	-4%
3160.0000	FINES REVENUE	19,260	25,874	15,000	4,884	6,000	11,000	(4,000)	-27%
3160.0500	POLICE DONATIONS								
3160.0700	POLICE SECURITY FEES	4,882	3,363	300	794	1,100	1,100	800	267%
3160.0900	POLICE SIEZED PROPERTY		1,686		1,306	1,306	9,000	9,000	
3180.0000	GRANTS - FIRE DEPT	8,000	8,000	8,000	7,200	7,200	7,200	(800)	-10%
3180.0020	S. MAIN ST SIDEWALK	262,234	320,119		138,222	207,940		-	
3180.0030	GRANTS - VML SAFETY PROGRAMS			-	2,000	2,000		-	
NEW	FEMA GRANT				4,054	4,054		-	
3180.0110	POLICE GRANT REVENUE	4,277	3,381	2,500	2,096	2,096	2,096	(404)	-16%
	DMV GRANT		1,526					-	
	DOJ GRANT	28,175	493					-	
	VDH GRANT		4,977					-	
3190.0000	ADMIN FEE	560,000	560,000	660,000	440,000	660,000	696,000	36,000	5%
3210.0000	TRASH-CURBSIDE	86,945	87,609	82,500	54,987	82,038	85,767	3,267	4%
3220.0000	TRASH-PENALTY			2,500	2,712	3,900	2,500	-	0%
3230.0000	TRASH-FRANCHISE			2,400	1,488	2,232	2,200	(200)	-8%
3240.0000	IDA & ZONING APPLICATION FEES			200	150	200	200	-	0%
3310.0000	TAX EXEMPT BOND FEES			22,459	22,458	22,549	21,912	(547)	-2%
3320.0000	BP RECOUPMENT REVENUE	23,046	11,679	11,679	9,679	9,679	9,679	(2,000)	-17%
3340.0000	DOWNTOWN REVITALIZATION GRAN	1,814							
		1,971,150	1,952,483	1,615,853	1,212,937	1,875,339	1,705,514	89,661	6%

	2009 Actual	2010 Actual	FY11 Budget	FY11 to 2/28	FY11 Projected	FY12 Proposed	\$ Change	% Change	
General Fund: Administration Expenses									
4001.0100	MAYOR & COUNCIL	1,300	1,300	650	1,300	1,300	-	0%	
4001.0101	SALARIES & WAGES-FULL TIME	128,695	141,963	135,780	90,520	135,780	1,358	1%	
4001.0102	SALARIES & WAGES-OTHER			15,328	4,277	10,000	10,486	(4,842)	-32%
4001.0103	PR TAXES		41,004	21,953	6,558	9,837	11,296	(10,657)	-49%
4001.0104	INSURANCE - HEALTH(GROUP)			14,940	11,205	14,940	15,660	720	5%
4001.0105	RETIREMENT			22,838	14,809	22,838	22,146	(692)	-3%
4001.0106	LIFE INS.	36,742							
	Subtotal, Personnel	166,737	184,267	212,139	128,020	194,695	198,026	(14,113)	-7%
4001.0109	EMPLOYEE ASSISTANCE PROG	800	800	1,200	800	800	1,200	-	0%
4001.0110	TOWN ATTORNEY	4,202	2,120	8,000	2,830	4,000	8,000	-	0%
4001.0111	OFFICE SUPPLIES/POSTAGE	25,811	22,325	18,000	11,368	17,500	19,000	1,000	6%
4001.0112	OFFICE EQUIPMENT EXPENSE	20,348	17,067	17,600	13,057	15,750	18,500	900	5%
4001.0113	MISC EXPENSES	1,723	8,876	2,500	390	1,500	2,500	-	0%
4001.0114	CONTINGENCY RESERVE			61,927		-	182,251	120,324	194%
4001.0115	WEB SITE MAINTENANCE			1,000	450	600	1,000	-	0%
4001.0116	DEPRECIATION-GEN. GOV.	72,968	35,544	54,527	35,563	55,688	56,573	2,046	4%
4001.0117	LANDSCAPE MAINTENANCE	12,679	14,154	9,000	4,242	8,482	9,000	-	0%
4001.0118	STREETS, SIDEWALKS & PARKING			6,000	434	2,500	11,000	5,000	83%
4001.0119	STREET LIGHTS - ELECTRIC	22,184	22,368	25,000	12,085	19,000	23,000	(2,000)	-8%
4001.0120	HEAT & ELECTRICITY	2,657	3,914	5,000	2,294	4,000	4,500	(500)	-10%
4001.0121	TELE COMMUNICATION	12,745	13,947	15,500	8,247	13,370	15,500	-	0%
4001.0122	UTILITY SERVICE ALLOWANCE	1,201	1,251	1,500	1,076	1,550	1,500	-	0%
4001.0123	BUILDING MAINTENANCE	1,326	2,570	1,500	296	1,000	1,500	-	0%
4001.0124	XMAS DECORATIONS & LIGHTS	3,657	1,811	2,550	1,409	1,760	2,750	200	8%
4001.0125	INSURANCE	60,137	55,856	67,000	47,035	47,035	60,000	(7,000)	-10%
4001.0126	BP PROPERTY MAINTENANCE			10,000	1,731	4,355	10,000	-	0%
4001.0127	BP - MARKETING	6,537	13,279	24,000	6,568	8,814	21,000	(3,000)	-13%
4001.0128	PUBLICATIONS & MEMBERSHIP	3,676	2,550	3,500	3,033	3,200	3,500	-	0%
4001.0129	PLANNING & DEVELOPMENT	1,680	1,440	5,000	1,045	2,000	5,000	-	0%
4001.0130	TRASH-CONTRACT COLLECTION	72,983	74,580	75,570	50,195	75,292	76,275	705	1%
4001.0131	MEETINGS & TRAVEL & TRAIN	3,058	1,864	3,500	985	2,000	3,500	-	0%
4001.0132	TOWN AUDITOR	7,500	7,800	10,500	10,370	10,370	8,300	(2,200)	-21%
4001.0133	TOWN ENGINEER	6,500	6,552	6,000	3,500	6,000	6,000	-	0%
4001.0134	GRANTS - FIRE DEPT.	8,000	8,000	8,000	7,200	7,200	7,200	(800)	-10%
4001.0135	SIDEWALK PROJECT	488,598	293,753			173,653			
4001.0136	BP BOND PAYMENT-PRINCIPAL	400,234							
4001.0137	BP BOND PAYMENT-INTEREST	10,506							
4001.0138	DMV STOP PROGRAM			300	1,080	1,400	600	300	100%
NEW	BAD DEBT EXPENSE		562			4,354	3,300	3,300	
4001.0139	ELECTION EXPENSES			500		-	-	(500)	-100%
	Subtotal, Operations	1,251,710	612,983	444,674	227,282	493,173	562,449	117,775	26%
4001.0142	DONATION-MUSEUM	2,750	2,750	2,750	2,750	2,750	2,750	-	0%
4001.0143	DONATION-LIBRARY	1,750	1,750	1,750	1,750	1,750	1,750	-	0%
4001.0144	DONATION-FIRE DEPARTMENT	10,500	10,500	10,500	10,500	10,500	10,500	-	0%
4001.0145	DONATION-LIFE SAVING CREW	10,500	10,500	10,500	10,500	10,500	10,500	-	0%
4001.0146	DONATION-VILLAGE GARDEN CLUB	1,250	1,250	1,250	1,250	1,250	1,250	-	0%
4001.0147	DONATION-3YR-FIRE DEPT TRUCK	16,667	16,667	16,667	16,667			(16,667)	-100%
4001.0148	DONATION - CVCC	25,000							
4001.0149	DONATION - CENTENNIAL CELEBRATION		10,565	3,000	2,166	2,166		(3,000)	-100%
	Subtotal, Donations	68,417	53,982	46,417	45,583	28,916	26,750	(19,667)	-42%
	Total	1,486,864	851,232	703,230	400,886	716,784	787,225	83,995	12%

ATTACHMENT B-2

		2009 Actual	2010 Actual	FY11 Budget	FY11 to 2/28	FY11 Projected	FY12 Proposed	\$ Change	% Change
<u>General Fund: Police Expenses</u>									
5000.0100	SALARIES & WAGES-FULL TIME	228,231	214,232	213,123	129,177	147,307	209,983	(3,140)	-1%
	SALARIES & WAGES-OTHER			9,256	4,532	7,000	9,257	1	0%
5000.0200	PR TAXES		64,773	17,016	9,686	10,975	16,776	(240)	-1%
5000.0400	INSURANCE - HEALTH(GROUP)			27,948	17,226	26,542	29,148	1,200	4%
5000.0500	RETIREMENT			35,847	19,591	31,033	34,343	(1,504)	-4%
5000.0510	LIFE INS.		71,054						
	Subtotal, Personnel	299,285	279,005	303,191	180,212	222,857	299,507	(3,684)	-1%
5000.0720	DEPRECIATION EXPENSE								
NEW	Line of Duty Act Premiums						3,041	3,041	
5000.0740	AMMUNITION		13,586	1,203	722	900	1,246	43	4%
5000.0750	ELECTRONICS MAINT.			7,150	2,072	5,000	7,100	(50)	-1%
5000.0800	EQUIPMENT & SUPPLIES	3,036	1,253	2,740	311	2,740	2,740	-	0%
5000.0805	OTHER PUBLIC SAFETY	9,873		2,020	836	1,500	2,220	200	10%
5000.0810	AUX POLICE & UNIFORMS			900		200	900	-	0%
5000.0820	PROSECUTING ATTORNEY			1,688	761	1,522	1,655	(33)	-2%
5000.0830	ATTORNEY FEES	2,428	1,906	1,300		600	1,300	-	0%
5000.1100	MEETINGS & TRAVEL & TRAIN	1,196	5,348	3,600	635	3,600	4,350	750	21%
5000.2000	MISCELLANEOUS	258	3,892	3,600	1,772	2,000	3,600	-	0%
5000.3200	UNIFORMS			4,000	3,117	4,000	4,786	786	20%
5000.3400	GASOLINE	8,880	7,582	12,825	4,899	7,000	12,825	-	0%
5000.3500	VEHICLE REPAIR/ELECTRONIC	4,434	7,421	6,500	2,244	4,040	6,800	300	5%
5000.3625	INVESTIGATION EXPENSES			500		500	500	-	0%
5000.3650	POLICE-MASONIC BLDG. RENT	3,852	3,955	3,900	2,650	2,100	3,900	-	0%
5000.4100	GRANT EXPENSES	4,186	2,427		2,256	2,006	2,006	2,006	
	Subtotal, Operations	38,143	47,370	51,926	22,275	37,708	58,969	7,043	14%
	Total	337,428	326,375	355,117	202,487	260,565	358,476	3,359	1%

ATTACHMENT B-3

	2009 Actual	2010 Actual	FY11 Budget	FY11 to 2/28	FY11 Projected	FY12 Proposed	\$ Change	% Change	
<u>General Fund: Public Utilities Expenses</u>									
6000.0100	SALARIES & WAGES-FULL TIME	361,324	353,262	364,549	228,095	342,143	338,901	(25,648)	-7%
	SALARIES & WAGES-OTHER				3,661	5,491	27,402	27,402	
6000.0200	PR TAXES		116,896	27,895	16,990	25,486	28,029	134	0%
6000.0400	INSURANCE - HEALTH (GROUP)			51,324	38,493	51,324	53,724	2,400	5%
6000.0500	RETIREMENT			56,708	36,479	54,719	54,727	(1,981)	-3%
6000.0510	LIFE INSURANCE	116,921							
6000.0520	CAPITAL PROJECTS CONTRA	(90,522)	(27,930)						
	Subtotal, Personnel	387,723	442,228	500,476	323,719	479,163	502,783	2,307	0%
6000.0700	HEAT & ELECTRICITY (SHOP)	2,837	3,692	4,000	2,385	4,000	4,000	-	0%
6000.0730	SHOP-W/S/T			290	156	290	290	-	0%
6000.1000	BUILDING MAINT. SHOP	272	136	2,000	845	2,000	2,000	-	0%
6000.1200	TRAINING & EDUCATION	2,070	4,150	6,000	5,131	6,000	6,000	-	0%
6000.1300	SAFETY PROGRAMS			5,000	7,019	7,500	5,000	-	0%
6000.3200	UNIFORMS	1,975	2,665	4,500	2,169	3,500	4,500	-	0%
6000.3400	GASOLINE & MILEAGE	14,299	15,537	19,000	8,728	15,000	19,000	-	0%
	MISCELLANEOUS	914	1,699						
6000.4000	VEHICLE MAINTENANCE	1,022	3,351	4,240	1,766	2,500	4,240	-	0%
6000.4100	EQUIPMENT & MAINTENANCE	10,044	14,502	12,000	5,477	11,000	12,000	-	0%
	Subtotal, Operations	33,433	45,732	57,030	33,678	51,790	57,030	-	0%
	Total	421,156	487,960	557,506	357,396	530,953	559,813	2,307	0%

ATTACHMENT C-1

	2009 Actual	2010 Actual	FY11 Budget	FY11 to 2/28	FY11 Projected	FY12 Proposed	\$ Change	% Change	
Fund 20 WATER FUND									
Revenues									
3000.0000	MONTHLY BILLING	456,489	486,926	544,298	362,401	533,903	584,326	40,028	7%
3000.0001	WATER REVENUE-SBC	97,020	97,020	99,870	66,580	99,870	101,268	1,398	1%
3000.1000	DEBT SERVICE REVENUE	105,862	100,146	101,526	67,431	99,965	99,965	(1,561)	-2%
3010.0000	SPRINKLER LINE CHARGES	4,968	4,968	4,968	3,312	4,968	4,968	-	0%
3020.0000	PENALTIES	9,389	13,321	7,000	11,691	16,000	12,000	5,000	71%
3025.0000	RECONNECT FEE	7,400	7,770	7,065	5,850	7,470	7,000	(65)	-1%
3030.0001	MISC-WATER BY THE TRUCK LOAD-PERMIT			50	75	75	75	25	50%
3040.0000	GRANT REVENUE			30,000	30,000	30,000	30,000	-	0%
3050.0000	REIMBURSEMENT-CONST & MTN	1,638	5,947	2,000	500	2,000	2,000	-	0%
3060.0000	AVAILABILITY FEES	21,400	1,700		4,000	4,000	-	-	
	Total	704,166	717,798	796,777	551,841	798,251	841,602	44,825	6%
Expenses									
4000.4500	ADMINISTRATION FEE	280,000	280,000	348,000	232,000	348,000	353,000	5,000	1%
	BAD DEBT EXPENSE		5,784			15,511	2,000	2,000	
4000.4700	WTP BOND - PRIN			51,179		-	-	(51,179)	-100%
4000.4701	WTP BOND - INT		95,668	58,981	19,970	19,970		(58,981)	-100%
4000.4750	UH TANK BOND - PRIN			32,555		-	-	(32,555)	-100%
4000.4751	UH TANK BOND - INT	104,625		50,620	11,064	11,604	-	(50,620)	-100%
4000.4761	REFI LOAN WTP & UHWT PRIN				25,224	63,263	67,956	67,956	
4000.4762	REFI WTP & UHWT INT				21,077	44,774	117,250	117,250	
4000.4800	DEPRECIATION	178,409	203,222	202,717	135,145	202,717	202,717	-	0%
4000.4825	CIP CONTRIBUTION REDUCTION			(219,775)		(156,361)	(174,771)	45,004	-20%
4000.5000	WATERSHED MANAGEMENT	18,920	19,259	20,000	15,205	20,273	21,250	1,250	6%
4000.5001	STUDY PROJECTS	39,250	750	30,000	30,000	30,000	30,000	-	0%
6010.4300	LINE MATERIALS	70,304	37,729	25,000	14,750	22,000	25,000	-	0%
	NEW ASSET MAPPING						2,500	2,500	
6010.4400	PUMP STATION OPERATION - SBC	2,270	1,989	1,500	1,282	1,500	1,700	200	13%
6020.0710	ELECTRICITY	29,742	34,919	37,000	21,799	35,500	37,000	-	0%
6020.0730	WATER PLANT-W/S/T EXP	53,288	49,299	65,000	36,192	55,000	65,000	-	0%
6020.4900	PLANT MAINTENANCE	6,425	30,753	30,000	19,852	30,000	30,000	-	0%
6020.5000	CHEMICALS	34,305	37,519	35,000	19,808	33,500	36,000	1,000	3%
6020.5110	WATER SAMPLING	6,894	6,387	21,000	4,982	13,000	17,000	(4,000)	-19%
6020.5200	LABORATORY	16,465	8,010	8,000	4,225	8,000	8,000	-	0%
6020.5210	LABORATORY EQUIPMENT								
	Total	840,897	811,288	796,777	612,576	798,251	841,602	44,825	6%
	Net Surplus (Deficit)	(136,731)	(93,490)	-	(60,734)	-	-	-	

ATTACHMENT C-2

	2009 Actual	2010 Actual	FY11 Budget	FY11 to 2/28	FY11 Projected	FY12 Proposed	\$ Change	% Change	
Fund 30 SEWER FUND									
Revenues									
3000.0000	MONTHLY BILLING	467,634	512,818	616,724	396,857	585,328	627,977	11,253	2%
3100.0000	PENALTIES	6,391	7,696	6,000	10,986	14,500	7,000	1,000	17%
3180.0100	GRANT - USDA(& FEMA)			15,000	27,025	121,380	-	(15,000)	-100%
3200.0100	HAULED WASTE REVENUE					-	-		
3300.0000	REIMBURSEMENT-CONST & MTN	401	11,288	4,000	835	2,000	2,000	(2,000)	-50%
3330.0000	REIMB-PRETREATMENT REVENUE	3,000				-	-		
3400.0000	SBC-RUT CR-OPERATION/LAND	35,200	35,275	36,000	18,894	34,300	35,000	(1,000)	-3%
3420.0000	AVAILABILITY FEES					-	-		
	Total	512,626	567,077	677,724	454,597	757,508	671,977	(5,747)	-1%
Expenses									
4000.4500	ADMINISTRATION FEE	280,000	280,000	312,000	208,000	312,000	343,000	31,000	10%
	BAD DEBT EXPENSE		17,924			10,425	1,500	1,500	
4000.4700	WWTP BOND - PRIN			38,315	25,357	38,183	39,784	1,469	4%
4000.4750	WWTP BOND - INT	124,320	122,734	121,237	81,011	121,369	119,768	(1,469)	-1%
4000.4800	DEPRECIATION	199,571	227,572	230,515	153,655	230,482	230,482	(33)	0%
4000.4850	REDUCED CIP CONTRIBUTION			(193,193)		(90,451)	(220,607)	(27,414)	14%
4000.5001	STUDY PROJECTS	24,425	20,825	22,500				(22,500)	-100%
4000.5002	ENGINEERING SERVICES				3,250	3,250			
6010.4300	LINE MATERIALS	8,072	11,484	10,000	5,514	10,000	10,000	-	0%
	NEW ASSET MAPPING						2,500		
6010.4400	PUMP STATIONS OPERATIONS	1,732	4,543	7,000	2,981	7,000	7,800	800	11%
6020.0710	RUT CREEK-ELECTRICITY	43,226	44,876	45,000	29,172	45,000	47,000	2,000	4%
6020.0730	RUT. CR.- W/S/T EXP	801	922	5,000	1,023	1,500	3,000	(2,000)	-40%
6020.4100	RUT CREEK-PLANT MAINTENANCE	19,512	33,452	27,000	12,850	20,000	27,000	-	0%
6020.4200	RUT CREEK-MAJOR REPAIRS			8,000	1,977	8,000	8,000	-	0%
6020.5000	RUT CREEK-CHEMICALS	6,037	5,268	13,000	4,882	9,000	12,000	(1,000)	-8%
6020.5600	RUT CREEK-LAB	15,855	12,820	16,500	11,501	16,500	16,500	-	0%
6020.5625	PRETREATMENT EXPENSE			3,750	2,705	3,750	3,750	-	0%
6020.5650	LABORATORY EQUIPMENT	16,816	11,652	7,000	2,761	6,000	7,000	-	0%
	NEW NUTRIENT CREDIT PURCHASE						8,000	8,000	
6020.7000	RUT CREEK-PERMIT RENEWAL			4,100	5,093	5,500	5,500	1,400	34%
	Total	740,367	794,072	677,724	551,730	757,508	671,977	(8,247)	-1%
	Net Surplus (Deficit)	(227,741)	(226,995)	-	(97,133)	-	-	-	

Town of Amherst General Fund Capital Improvement Plan

FY 2012 - FY 2016

			FY11	FY12	FY13	FY14	FY15	FY16+Beyond
SOURCES OF FUNDS:								
1	GR- A	Prior year's total cash balance	1,919,377	758,774	669,862	675,550	607,238	605,926
2	GR- B	Anticipated current year's surplus	367,037					
2	GR- C	General Fund Depreciation	55,688	55,688	55,688	55,688	55,688	55,688
TOTAL SOURCES			2,342,102	814,462	725,550	731,238	662,926	661,614
USES OF FUNDS:								
Administration								
3	AD- A	Technology Replacement		31,000	0	2,000	7,000	
4	AD- B	Downtown Electrical Replacement				40,000		
5	AD- C	IDA/Brockman Park Improvements		50,000				
6	AD- D	Town Hall Fund						250,000
Administration Subtotal			0	81,000	0	42,000	7,000	250,000
Public Safety								
7	PS- A	2004 Chevrolet Impala	28,000					28,000
8	PS- B	2008 Ford Crown Victoria				28,000		
9	PS- C	2010 Ford Crown Victoria				28,000		
10	PS- D	2010 Chevrolet Impala					28,000	
11	PS- E	2005 Ford Sedan		28,000				
12	PS- F	2007 Ford Explorer SUV			28,000			
13	PS- G	Mobile Video Camera		5,100				
Public Safety Subtotal			28,000	33,100	28,000	56,000	28,000	
Utilities Vehicles								
14	U- A	2003 GMC flatbed dump truck						50,000
15	U- B	2008 Dodge Pickup				26,000		
16	U- C	2000 GMC 4WD pickup	22,000					
17	U- D	2000 Ford Ext Cap pickup		22,000				
18	U- E	2004 Chevrolet pickup			22,000			
19	U- F	2007 Ford F150 pickup					22,000	
Utilities Vehicles Subtotal			22,000	22,000	22,000	26,000	22,000	50,000
Utilities Machinery								
20	U- M	Komatsu WB140 Backhoe						60,000
21	U- N	2004 Hudson trailer						15,000
22	U- O	Farm tractor						30,000
23	U- P	Bucket Truck		8,000				
24	U- Q	Tractor scraper blade		500				
25	U- R	Sewer jet						30,000
Utilities Machinery Subtotal			0	8,500	0	0	0	135,000
Transfer to Water Fund			1,337,356					
Transfer to Sewer Fund			195,972					
26	C0- A	Carryover to Next FY	758,774	669,862	675,550	607,238	605,926	226,614
TOTAL USES			2,342,102	814,462	725,550	731,238	662,926	661,614
Balance			0	0	0	0	0	0

Note: Many figures on this page were not generated from detailed estimates, so the information hereon should be used for general planning purposes only.

Minimum Fund Balance per October 2010 Policy: \$ 151,427

Town of Amherst Water Fund Capital Improvement Plan

FY 2012 - FY 2016

	FY11	FY12	FY13	FY14	FY15	FY16+Beyond	
SOURCES OF FUNDS:							
W- A	Prior year's total cash balance	(516,727)	866,985	764,931	764,931	812,877	862,877
W- B	Water Fund Depreciation	202,717	202,717	202,717	202,717	202,717	202,717
W- C	Water Fund CIP Contribution (Use)	(156,361)	(174,771)	(124,771)	(74,771)	(24,771)	25,229
W- D	Interfund Transfer	1,337,356					
W- E	Bond Project 1				4,929,942		
W- F	Bond Project 2						8,195,158
	TOTAL SOURCES	866,985	894,931	842,877	892,877	5,920,765	9,285,981
USES OF FUNDS:							
W-0	Engineering - Water		30,000	30,000	30,000	30,000	30,000
W-20	Whitehead/Maple Waterline Replacement(incl W21)		100,000				
W-37	Sunset Drive Waterline Replacement					926,600	
W-45	Waugh's Ferry Road Waterline Replacement					1,278,723	
W-48	Walnut Street Waterline Replacement					124,444	
W-28	Star Street Waterline Replacement					25,835	
W-47	Dogwood Street Waterline Replacement					117,829	
W-42	Union Hill Road Waterline Replacement					382,196	
W-23	Mount Olive Road Waterline Replacement					227,838	
W-22	West Court Street Waterline Replacement					192,753	
W-39	Lake Drive Waterline Replacement					81,760	
W-9	Ambriar Loop Water Line - Phase 1					865,745	
W-30	Briarherst Drive Waterline Replacement					290,343	
W-40	Vista Drive Waterline Replacement					118,240	
W-49	Zane Snead Drive Waterline Replacement					267,636	
W-11	Main Street Waterline Replacement						2,240,740
W-41	Norfolk Avenue Waterline Replacement						128,232
W-46	Forest Avenue Waterline Replacement						183,772
W-32	Lexington Turnpike Waterline Replacement						1,212,850
W-24	Second Street Waterline Replacement						267,100
W-25	Washington Street/Church Street Waterline Replacement						226,867
W-43	Lynchburg Avenue Waterline Replacement						41,595
W-38	Town Court Lane Waterline Replacement						86,898
W-44	Warehouse Road Waterline Replacement						48,302
W-36	Arthur Court Waterline Replacement						269,378
W-35	Christian Springs Road Waterline Replacement						524,761
W-33	East Monitor Road Waterline Replacement						552,148
W-34	Huff Creek Trail Waterline Replacement						537,791
W-31	Monitor Road Waterline Replacement						217,184
W-27	Mountain View Plaza Waterline Replacement						50,000
W-29	Jail Waterline Replacement						50,000
W-4	Water Plant Chemical Feed Improvements						417,237
W-5	Water Treatment Plant Rate of Flow Controller/Water Meter & Telemetry Replacement Project						446,757
W-10	Ambriar Loop Water Line - Phase 2						336,004
W-50	Automated Meter Reading Equipment						357,542
W- 98	Main Line Replacement						
W- 99	Carryover to Next FY	866,985	764,931	812,877	862,877	990,823	1,060,823
	TOTAL USES	866,985	894,931	842,877	892,877	5,920,765	9,285,981
	Balance	0	0	0	0	0	0

Assume rate revenue will grow faster than expenses by \$50,000/yr after FY11; debt service not factored in.

Note that funding opportunities (such as the VDH program) are being pursued, and the mix of grant and loan offered might alter the construction timetable depicted on this sheet.

Minimum Fund Balance per October 2010 Policy: \$ 343,819

Town of Amherst Sewer Fund Capital Improvement Plan
 FY 2012 - FY 2016

	FY11	FY12	FY13	FY14	FY15	FY16 + Beyond	
<u>SOURCES OF FUNDS:</u>							
S- A	Prior year's total cash balance	260,860	471,863	151,738	191,613	115,547	85,422
S- B	Sewer Fund Depreciation	230,482	230,482	230,482	230,482	230,482	230,482
S- C	Sewer Fund CIP Contribution (Use)	(90,451)	(220,607)	(170,607)	(120,607)	(70,607)	(20,607)
S- D	Interfund Transfer	195,972					
S- E	Bond Project 1		3,409,791				
S- F	Bond Project 2						4,518,808
S- G	Bond Project 3						5,084,825
	TOTAL SOURCES	596,863	481,738	3,621,404	301,488	275,422	9,898,931
<u>USES OF FUNDS:</u>							
S-0	Engineering - Sewer		20,000	20,000	20,000	20,000	20,000
S-1	WWTP Nutrient Removal Upgrade						3,500,000
S-2	WWTP Sludge Press Installation						1,584,825
S-3	60 West Sewer Pump Station Replacement				170,000		
S-4	Sweet Briar College Interceptor Replacement						209,497
S-5	Lower Sewer Interceptor Replacement						3,365,405
S-6	Upper Sewer Interceptor Replacement						943,906
S-12	Sewer Manhole Raising		10,000				
S-13	N. Main Street Sewer Collector Replacement	125,000	300,000	512,134			
S-14	Lower Union Hill Main Sewer Replacement			89,895			
S-15	Briarherst Sewer Replacement				94,549		
S-16	Ambriar Shopping Center Sewer Replacement			200,000			
S-17	S. Main Street Sewer Replacement			564,963			
S-18	ACHS Sewer Lateral Replacement			57,699			
S-19	Mount Olive Road Sewer Replacement				41,613		
S-20	Depot Street and Downtown Sewer Replacement			1,103,057			
S-21	Locust Street Sewer Lateral Replacement				29,779		
S-22	Depot Street Sewer Bypass Crossing Replacement			128,442			
S-23	Upper Union Hill Main Sewer Replacement			228,119			
S-24	Walnut and Dogwood and Below Buffalo Air Sewer Replacement			525,482			
S-25	Ambriar Area Sewer Extension						569,333
S-99	Carryover to Next FY	471,863	151,738	191,613	115,547	85,422	(294,036)
	TOTAL USES	596,863	481,738	3,621,404	301,488	275,422	9,898,931
	Balance	0	0	0	0	0	0

Assume rate revenue will grow faster than expenses by \$50,000/yr after FY11; debt service not factored in.
Note that TOA has a PER/funding application under review with USDA, and the mix of grant and loan offered might alter the construction timetable depicted on this sheet.

Minimum Fund Balance per October 2010 Policy: \$ 455,746

Town of Amherst Pay Plan
July 1, 2011-June 30, 2012

Lowest Wage **\$ 6.55** per hour Step Increase **2.00%**
 Hours/yr **2,080** Grade Increase **6.00%**

Grade	Step														
	A	B	C	D	E	F	G	H	I	J	K	L	M	N	
1	13,617	13,890	14,168	14,451	14,740	15,035	15,335	15,642	15,955	16,274	16,599	16,931	17,270	17,616	Annually
	6.55	6.68	6.81	6.95	7.09	7.23	7.37	7.52	7.67	7.82	7.98	8.14	8.30	8.47	Hourly
2	14,434	14,723	15,018	15,318	15,624	15,937	16,255	16,581	16,912	17,250	17,595	17,947	18,306	18,672	Annually
	6.94	7.08	7.22	7.36	7.51	7.66	7.82	7.97	8.13	8.29	8.46	8.63	8.80	8.98	Hourly
3	15,300	15,606	15,919	16,237	16,562	16,893	17,231	17,575	17,927	18,285	18,651	19,024	19,405	19,793	Annually
	7.36	7.50	7.65	7.81	7.96	8.12	8.28	8.45	8.62	8.79	8.97	9.15	9.33	9.52	Hourly
4	16,219	16,543	16,874	17,211	17,555	17,907	18,265	18,630	19,003	19,383	19,770	20,166	20,569	20,980	Annually
	7.80	7.95	8.11	8.27	8.44	8.61	8.78	8.96	9.14	9.32	9.50	9.70	9.89	10.09	Hourly
5	17,192	17,535	17,886	18,244	18,609	18,981	19,361	19,748	20,143	20,546	20,956	21,376	21,803	22,239	Annually
	8.27	8.43	8.60	8.77	8.95	9.13	9.31	9.49	9.68	9.88	10.08	10.28	10.48	10.69	Hourly
6	18,223	18,588	18,959	19,339	19,725	20,120	20,522	20,933	21,351	21,778	22,214	22,658	23,111	23,574	Annually
	8.76	8.94	9.12	9.30	9.48	9.67	9.87	10.06	10.27	10.47	10.68	10.89	11.11	11.33	Hourly
7	19,316	19,703	20,097	20,499	20,909	21,327	21,754	22,189	22,632	23,085	23,547	24,018	24,498	24,988	Annually
	9.29	9.47	9.66	9.86	10.05	10.25	10.46	10.67	10.88	11.10	11.32	11.55	11.78	12.01	Hourly
8	20,475	20,885	21,303	21,729	22,163	22,607	23,059	23,520	23,990	24,470	24,959	25,459	25,968	26,487	Annually
	9.84	10.04	10.24	10.45	10.66	10.87	11.09	11.31	11.53	11.76	12.00	12.24	12.48	12.73	Hourly
9	21,704	22,138	22,581	23,032	23,493	23,963	24,442	24,931	25,430	25,938	26,457	26,986	27,526	28,076	Annually
	10.43	10.64	10.86	11.07	11.29	11.52	11.75	11.99	12.23	12.47	12.72	12.97	13.23	13.50	Hourly
10	23,006	23,466	23,936	24,414	24,903	25,401	25,909	26,427	26,955	27,495	28,044	28,605	29,177	29,761	Annually
	11.06	11.28	11.51	11.74	11.97	12.21	12.46	12.71	12.96	13.22	13.48	13.75	14.03	14.31	Hourly
11	24,387	24,874	25,372	25,879	26,397	26,925	27,463	28,013	28,573	29,144	29,727	30,322	30,928	31,547	Annually
	11.72	11.96	12.20	12.44	12.69	12.94	13.20	13.47	13.74	14.01	14.29	14.58	14.87	15.17	Hourly
12	25,850	26,367	26,894	27,432	27,981	28,540	29,111	29,693	30,287	30,893	31,511	32,141	32,784	33,440	Annually
	12.43	12.68	12.93	13.19	13.45	13.72	14.00	14.28	14.56	14.85	15.15	15.45	15.76	16.08	Hourly
13	27,401	27,949	28,508	29,078	29,660	30,253	30,858	31,475	32,104	32,747	33,404	34,069	34,751	35,446	Annually
	13.17	13.44	13.71	13.98	14.26	14.54	14.84	15.13	15.43	15.74	16.06	16.38	16.71	17.04	Hourly
14	29,045	29,626	30,218	30,823	31,439	32,068	32,709	33,363	34,031	34,711	35,406	36,114	36,836	37,573	Annually
	13.96	14.24	14.53	14.82	15.11	15.42	15.73	16.04	16.36	16.69	17.02	17.36	17.71	18.06	Hourly
15	30,788	31,403	32,031	32,672	33,325	33,992	34,672	35,365	36,073	36,794	37,530	38,280	39,046	39,827	Annually
	14.80	15.10	15.40	15.71	16.02	16.34	16.67	17.00	17.34	17.69	18.04	18.40	18.77	19.15	Hourly
16	32,635	33,288	33,953	34,632	35,325	36,031	36,752	37,487	38,237	39,002	39,782	40,577	41,389	42,217	Annually
	15.69	16.00	16.32	16.65	16.98	17.32	17.67	18.02	18.38	18.75	19.13	19.51	19.90	20.30	Hourly
17	34,593	35,285	35,990	36,710	37,444	38,193	38,957	39,736	40,531	41,342	42,169	43,012	43,872	44,750	Annually
	16.63	16.96	17.30	17.65	18.00	18.36	18.73	19.10	19.49	19.88	20.27	20.68	21.09	21.51	Hourly
18	36,668	37,402	38,150	38,913	39,691	40,485	41,295	42,121	42,963	43,822	44,699	45,593	46,504	47,435	Annually
	17.63	17.98	18.34	18.71	19.08	19.46	19.85	20.25	20.66	21.07	21.49	21.92	22.36	22.81	Hourly
19	38,869	39,646	40,439	41,248	42,073	42,914	43,772	44,648	45,541	46,452	47,381	48,328	49,295	50,281	Annually
	18.69	19.06	19.44	19.83	20.23	20.63	21.04	21.47	21.89	22.33	22.78	23.23	23.70	24.17	Hourly
20	41,201	42,025	42,865	43,723	44,597	45,489	46,399	47,327	48,273	49,239	50,223	51,228	52,252	53,297	Annually
	19.81	20.20	20.61	21.02	21.44	21.87	22.31	22.75	23.21	23.67	24.15	24.63	25.12	25.62	Hourly
21	43,673	44,546	45,437	46,346	47,273	48,218	49,183	50,166	51,170	52,193	53,237	54,302	55,388	56,495	Annually
	21.00	21.42	21.84	22.28	22.73	23.18	23.65	24.12	24.60	25.09	25.59	26.11	26.63	27.16	Hourly
22	46,293	47,219	48,163	49,127	50,109	51,111	52,134	53,176	54,240	55,325	56,431	57,560	58,711	59,885	Annually
	22.26	22.70	23.16	23.62	24.09	24.57	25.06	25.57	26.08	26.60	27.13	27.67	28.23	28.79	Hourly
23	49,071	50,052	51,053	52,074	53,116	54,178	55,262	56,367	57,494	58,644	59,817	61,013	62,233	63,478	Annually
	23.59	24.06	24.54	25.04	25.54	26.05	26.57	27.10	27.64	28.19	28.76	29.33	29.92	30.52	Hourly
24	52,015	53,055	54,116	55,199	56,303	57,429	58,577	59,749	60,944	62,163	63,406	64,674	65,968	67,287	Annually
	25.01	25.51	26.02	26.54	27.07	27.61	28.16	28.73	29.30	29.89	30.48	31.09	31.72	32.35	Hourly
25	55,136	56,239	57,363	58,511	59,681	60,874	62,092	63,334	64,600	65,892	67,210	68,554	69,926	71,324	Annually
	26.51	27.04	27.58	28.13	28.69	29.27	29.85	30.45	31.06	31.68	32.31	32.96	33.62	34.29	Hourly
26	58,444	59,613	60,805	62,021	63,262	64,527	65,817	67,134	68,476	69,846	71,243	72,668	74,121	75,604	Annually
	28.10	28.66	29.23	29.82	30.41	31.02	31.64	32.28	32.92	33.58	34.25	34.94	35.64	36.35	Hourly
27	61,951	63,190	64,453	65,742	67,057	68,398	69,766	71,162	72,585	74,037	75,517	77,028	78,568	80,140	Annually
	29.78	30.38	30.99	31.61	32.24	32.88	33.54	34.21	34.90	35.59	36.31	37.03	37.77	38.53	Hourly
28	65,668	66,981	68,321	69,687	71,081	72,502	73,952	75,431	76,940	78,479	80,048	81,649	83,282	84,948	Annually
	31.57	32.20	32.85	33.50	34.17	34.86	35.55	36.27	36.99	37.73	38.48	39.25	40.04	40.84	Hourly
29	69,608	71,000	72,420	73,868	75,346	76,853	78,390	79,957	81,557	83,188	84,851	86,548	88,279	90,045	Annually
	33.47	34.13	34.82	35.51	36.22	36.95	37.69	38.44	39.21	39.99	40.79	41.61	42.44	43.29	Hourly
30	73,784	75,260	76,765	78,300	79,866	81,464	83,093	84,755	86,450	88,179	89,942	91,741	93,576	95,448	Annually
	35.47	36.18	36.91	37.64	38.40	39.17	39.95	40.75	41.56	42.39	43.24	44.11	44.99	45.89	Hourly
STEP	A	B	C	D	E	F	G	H	I	J	K	L	M	N	

This merit plan is intended to apply to employees who have been working for the Town of Amherst on a full-time basis for at least 6 months. Merit raises are assigned by the Town Council after recommendation from the employee's supervisor.

**TOWN OF AMHERST
SCHEDULE OF LOCAL LEVY
JULY 1, 2011**

The following are tax levies for the fiscal year beginning July 1, 2011. The Town Code contains other tax levies and a more complete description of the Town's taxation program.

1. On the \$100.00 of assessed value of taxable real estate, including mobile homes, the rate shall be \$0.036.
2. On the \$100.00 of assessed value of machinery and tools used in manufacturing or mining business including property specifically classified by Section 58.1-3506A.6 of the Tax Code of Virginia, the rate shall be \$0.35. This tax rate shall also be applicable to real and tangible personal property of public service corporations, based upon the assessments generated annually by the State Corporation Commission, and duly certified.
3. On the \$100.00 of assessed value of taxable tangible personal property, including property specifically classified by Section 58.1-3506 and Section 58.1-3509 of the Code of Virginia, the rate shall be \$0.35 less the amount allowed for by the implementation of the Personal Property Tax Relief Act.

In accordance with the requirements set forth in VA. CODE ANN. §58.1-3524 C.2. and §58.1-3912 E., as amended by Chapter 1 of the Acts of Assembly (2004 Special Session I) and as set forth in Item 503.E. (Personal Property Tax Relief Program) of Chapter 951 of the 2005 Acts of Assembly, any qualifying vehicle situated within the Town of Amherst commencing January 1, 2011, shall receive personal property tax relief in the following manner:

- Personal use vehicles with assessed value of up to \$20,000 will be eligible for 56% tax relief;
- Personal use vehicles with assessed value of \$20,001 or more shall receive only 56% tax relief on the first \$20,000 in assessed value;
- All other vehicles which do not meet the definition of "qualifying" (such as business use vehicles, farm use vehicles, motor homes, etc.) will not be eligible for any form of tax relief under this program;
- In accordance with Item 503.D.1. of Chapter 951 of the 2005 Acts of Assembly, the entitlement to personal property tax relief for qualifying vehicles for tax year 2005 and all prior tax years shall expire on September 1, 2006. Supplemental assessments for tax years 2005 and prior years that are made on or after September 1, 2006 shall be deemed "non-qualifying" for purposes of state tax relief and the local share due from the taxpayer shall represent 100% of the tax assessable.

**TOWN OF AMHERST
SCHEDULE OF UTILITY RATES AND CHARGES
JULY 1, 2011**

MONTHLY RATE

WATER

<u>Rate Component</u>	<u>Residential Base Charge</u>	<u>Debt Repayment Charge</u>	<u>Use Charge</u>
July 1, 2011-June 30, 2012	\$6.00	\$4.00	\$4.00
July 1, 2012-June 30, 2013	\$7.00	\$4.00	\$4.50
July 1, 2013-June 30, 2014	\$7.00	\$4.00	\$5.50

(Residential Base Charges are assessed monthly. The Debt Repayment Charge shall be assessed on each water account until the 1995 FmHA water system improvement bonds have been defeased. The Use Charge is applied to 1,000 gallons as measured at the water meter.)

SEWER

<u>Rate Component</u>	<u>Residential Base Charge</u>	<u>Use Charge</u>
July 1, 2011-June 30, 2012	\$20.00	\$3.00
July 1, 2012-June 30, 2013	\$20.00	\$4.00
July 1, 2013-June 30, 2014	\$20.00	\$5.00

(Residential Base Charges are assessed monthly. The Use Charge is applied to 1,000 gallons as measured at the water meter.)

HAULED WASTE

Use Charge/1,000 gallons \$55.00

OTHER WATER AND SEWER

Base charges and debt repayment charges for non-residential water and sewer users will be computed by dividing metered use by 3,000 gallons and then multiplying by the residential charge. This applies to all nonresidential users except for churches that shall be assessed on the same basis as residences. One residential charge shall be assessed for each residential unit.

GARBAGE

Residential Base Charge (Assessed to all curbside users) \$ 5.75/month

SURCHARGES

The total of the base charge and the use charge will be increased by a factor of 2 for all out of town users.

SPRINKLERS

4" Line	\$17.00/month
6" Line	\$28.00/month
8" Line	\$39.00/month
10" Line	\$50.00/month

(See policy of 2/10/94)

Town of Amherst Utility Rate and Fee Policy

Adopted on June 8, 2011

Initiation or Termination of Service:

Requests to initiate or terminate Town water, sewer and/or refuse collection (utility) service are accepted at the Town Hall (434/946-7885) 9-5, M-F for processing by the Utilities Department. All new customers and changes to the party to be billed are charged a \$25.00 account set-up fee at the time the account is opened and are required to show proper identification. All requests are to be in writing on a form available at the Town Hall.

Service Charges:

All active customers shall be charged a Residential Debt Repayment Charge and a Residential Base Charge each month. Customers are charged for water and sewer usage based upon metered water usage.

Water:

<u>Rate Component</u>	<u>Residential Base Charge</u>	<u>Debt Repayment Charge</u>	<u>Use Charge</u>
Water:			
July 1, 2011-June 30, 2012	\$6.00	\$4.00	\$4.00
July 1, 2012-June 30, 2013	\$7.00	\$4.00	\$4.50
July 1, 2013-June 30, 2014	\$7.00	\$4.00	\$5.50
Sewer:			
July 1, 2011-June 30, 2012	\$20.00		\$3.00
July 1, 2012-June 30, 2013	\$20.00		\$4.00
July 1, 2013-June 30, 2014	\$20.00		\$5.00
Curbside Refuse Collection:			
July 1, 2011-June 30, 2012	\$5.75	assessed to all customers connected to Town water except those who have dumpster service	

Nonresidential and Out of Town Water and Sewer Charges:

Base charges and debt repayment charges for non-residential water and sewer users will be computed by dividing metered use by 3,000 gallons and then multiplying by the residential charge. This applies to all non residential users except for churches that shall be assessed on the same basis as residences. One residential charge shall be assessed for each residential unit. The total of the base charge and the use charge will be increased by a factor of 2 for all out of town users. Fire sprinkler fees are as follows:

4" Line	\$17.00/Month
6" Line	\$28.00/Month
8" Line	\$39.00/Month
10" Line	\$50.00/Month

Charges for Water Not Discharged to Sewer:

The Town charges for sewer based on 100% return of the water to the sewer system for those Town water customers that are connected to the Town of Amherst wastewater collection and system. However, any customer may request that the Town install a separate "irrigation" meter for water that does not return to the sewer system – i.e. for lawn sprinkling or irrigation. For the purposes of billing, the irrigation meter shall be considered a separate account. Separate application and connection fees are required to be paid, and once activated the water-only (no sewer or refuse collection fees apply) will be billed separately. All irrigation systems must meet the provisions of the Cross Connection Control Ordinance (§17-14 of the Town Code).

Billing:

Water meters are read every month and bills are calculated based upon the consumption recorded. All customers are billed every month. Bills are assigned a billing date which is normally the last day of the month during which the meter is read and then mailed to the customer. The due date is the 20th of the following month. **Property owners are held responsible for utility bills against their properties.**

Adjustments for Leaks:

A property owner is responsible for paying for 100% of the water that has passed through the Town's water meter along with the associated sewer charges. However, in good-faith situations involving water that has leaked from the customer's plumbing, and upon confirmation by the owner that the leak is repaired so that it will not recur, the Office Manager is authorized to give a 50% credit for the excess water and sewer for no more than two prior billing

cycles plus the current billing cycle. "Repaired" is defined as physical repairs to the owner's plumbing such as pipe patching, replacement of the flapper mechanism in a toilet tank, or physical replacement or removal of a plumbing fixture. For the purposes of this leak adjustment policy, merely closing a valve upstream of the leak location shall not be considered a repair.

Late Payment Charges and Procedures:

The Town will assess a late charge of 10% on all accounts when the payment is not received by the due date. If the bill is not paid by the last day of the month in which the bill is due a disconnect notice will be mailed to give the customer 10 days notice before the meter will be disconnected.

Reconnection Fees and Restoration of Service:

If a customer has not paid the outstanding balance on an account by the disconnection date or otherwise made arrangements satisfactory to the Office Manager to have the balance paid, the water service will be terminated. Before any service is restored, the outstanding balance due, all late charges, and a \$45.00 reconnection fee must be physically received by the Office Manager at 186 South Main Street in the Town of Amherst. Service shall be automatically disconnected when a check to pay to prevent service from being disconnected or to reconnect a service is returned. A reconnection fee shall be collected if a town employee has been dispatched to disconnect the service, and funds will not be accepted from customers at the service location. The \$45.00 reconnection fee will also be charged where a customer, or any entity other than the Town, has obtained water and/or sewer service prior to all applicable fees and/or charges being paid to obtain service and/or has installed a meter or other apparatus in a meter setting to gain access to public water/sewer.

In recognition that circumstances beyond the control of the customer or the Town of Amherst may contribute to late payments, a once per lifetime per customer exception to the penalty and reconnect fee may be granted for good reason at the Office Manager's sole discretion.

Returned Check Fee:

There will be a \$25.00 charge assessed for each check returned for any reason. If a bank should charge the Town of Amherst more than this rate then the amount assessed will be the actual amount charged to the Town of Amherst by the bank.

Fire Hydrant Use:

Water may not be obtained from the Town of Amherst hydrants except by the Amherst Volunteer Fire Department or other approved firefighting agency. The Office Manager (434/946-7885) should be contacted for the application form for a permit to haul water from the Town of Amherst water plant.

Cross Connections:

As required by the Virginia Department of Health, where a high potential exists for contamination of the Town's municipal water system, a backflow prevention device approved by the Town of Amherst must be installed. This includes irrigation systems. Where required, the owner of the backflow prevention device must have annual tests performed to certify that the device is working correctly. Failure to install and operate such devices and/or provide certification or the test results to the Town of Amherst may result in the interruption of water service. (Reference §17-14 of the Town Code)

Sewer Connections and Discharges:

Connections to and discharges into the Town's sewer system must conform to local, state and federal sewage pretreatment regulations. This includes the installation of grease traps for restaurants and grit traps for car washes. Failure to meet such provisions may result in the interruption of sewer service via disconnection of the water service or other means. (Reference §17-15 of the Town Code)

Availability and Connection Fees:

Refer to Chapter 17 of the Town Code for rules that apply to new utility connections.

Maintenance of Policy and Implementation

The Town Manager shall be responsible for maintaining and updating this policy and for its proper administration.

AN ORDINANCE TO AMEND THE CODE OF THE TOWN OF AMHERST BY REPEALING SECTION 6-1 OF THE TOWN CODE AND AN UNCODIFIED ORDINANCE PASSED ON DECEMBER 13, 1972, THE REPEALED ORDINANCES REFERRING TO "RECOGNITION" OF THE AMHERST VOLUNTEER FIRE DEPARTMENT, THE AMHERST FIRE DEPARTMENT, AND AMHERST RESCUE SQUAD.

Whereas, the Line of Duty Act at §9.1-400 of the Code of Virginia shifts the costs of benefits to local governments, and

Whereas, the Town Council of the Town of Amherst desires to clarify that Amherst County is responsible for bearing the cost of providing the benefits specified under the act to all local volunteer first responders,

Be it Ordained by the Council of the Town of Amherst:

1. **That Sec. 6-1 of the Code of the Town of Amherst, which reads as follows, is hereby repealed:**

~~Sec. 6-1. Amherst Volunteer Fire Department.~~

~~The Amherst Volunteer Fire Department is hereby designated as the official fire prevention and fire fighting agency of the town; and whenever in this Code or other ordinance or resolution of the town council the term "the fire department" is used it shall be construed to mean the Amherst Volunteer Fire Department.~~

2. **That the uncodified ordinance adopted by the Town Council of the Town of Amherst on December 13, 1972, which reads as follows, is hereby repealed:**

~~BE IT RESOLVED: That the Town of Amherst recognizes the Amherst Rescue Squad and the Amherst Fire Department as an integral part of the official safety program of the Town of Amherst in compliance with Section 15.1-136.2 of the 1972 Acts of Assembly of the State of Virginia.~~

3. **That this Ordinance shall be effective on June 30, 2011.**

This ordinance was adopted on June 8, 2011.

Mayor

ATTEST:

Clerk of the Council

A RESOLUTION MAKING AN IRREVOCABLE ELECTION NOT TO PARTICIPATE IN THE LINE OF DUTY ACT FUND ADMINISTERED BY THE VIRGINIA RETIREMENT SYSTEM.

WHEREAS, pursuant to Item 258 of the Appropriations Act, paragraph B, the Virginia General Assembly has established the Line of Duty Act Fund (the "Fund") for the payment of benefits prescribed by and administered under the Line of Duty Act (Va. Code § 9.1-400 et seq.); and

WHEREAS, for purposes of administration of the Fund, a political subdivision with covered employees (including volunteers pursuant to paragraph B2 of Item 258 of the Appropriations Act) may make an irrevocable election on or before July 1, 2012, to be deemed a non-participating employer fully responsible for self-funding all benefits relating to its past and present covered employees under the Line of Duty Act from its own funds; and

WHEREAS, it is the intent of the Town Council of the Town of Amherst to make this irrevocable election to be a non-participating employer with respect to the Fund;

NOW, THEREFORE, IT IS HEREBY RESOLVED that the Town Council of the Town of Amherst hereby elects to be deemed a non-participating employer fully responsible for self-funding all benefits relating to its past and present covered employees under the Line of Duty Act from its own funds; and it is further

RESOLVED that the following entities,

**Town of Amherst Police Department
Amherst Volunteer Fire Department
Amherst Rescue Squad
Amherst Fire Department**

to the best of the knowledge of the Town Council of the Town of Amherst, constitute the population of its past and present covered employees under the Line of Duty Act; and it is further

RESOLVED that, as a non-participating employer, the Town Council of the Town of Amherst agrees that it will be responsible for, and reimburse the State Comptroller for, all Line of Duty Act benefit payments (relating to existing, pending or prospective claims) approved and made by the State Comptroller on behalf of the Town Council of the Town of Amherst on or after July 1, 2010; and it is further

RESOLVED that, as a non-participating employer, the Town Council of the Town of Amherst agrees that it will reimburse the State Comptroller an amount representing reasonable costs incurred and associated, directly and indirectly, with the administration, management and investment of the Fund; and it is further

RESOLVED that the Town Council of the Town of Amherst shall reimburse the State Comptroller on no more than a monthly basis from documentation provided to it from the State Comptroller.

Adopted in the Town of Amherst, Virginia this 8th day of June, 2011.

Mayor Jacob P. Bailey

Attest:

Clerk of Council

Resolution
of the
Town Council of the Town of Amherst

WHEREAS, Kenneth Watts has served residents and business operators of the Town of Amherst as a member of the Town of Amherst Police Department from June 1, 1978 until June 1, 2011; and

WHEREAS, Kenneth Watts served as a highly proficient, professional and effective Town of Amherst Chief of Police from September 1, 1992 until June 1, 2011; and

WHEREAS, the Town Council of the Town of Amherst accepted with great regret Ken Watts' decision to retire effective June 1, 2011; and

WHEREAS, the Town Council of the Town of Amherst wishes to acknowledge the services that Kenneth Watts has given to his community and to express its appreciation for all that Kenneth Watts has done for the Town of Amherst;

NOW, THEREFORE, BE IT RESOLVED that the Town Council of the Town of Amherst does, on this date, acknowledge the outstanding law enforcement service that Kenneth Watts has given to our community; and

BE IT FURTHER RESOLVED that the Town Council of the Town of Amherst hereby declares that the Town of Amherst has been improved as a result of Kenneth Watts' tenure as the Chief of Police for the Town of Amherst; and

BE IT FURTHER RESOLVED that the Town Council of the Town of Amherst hereby extends Kenneth Watts its wishes for a happy and prosperous future during his retirement; and

FINALLY, BE IT RESOLVED that the Clerk of the Council of the Town of Amherst is ordered to deliver an original copy of this Resolution to Kenneth Watts as a token of the Council's deep appreciation of his contributions to our community and that this resolution be spread upon the minute books of the Town Council of the Town of Amherst as a tribute to a

Good Neighbor and a Friend of the Town of Amherst.

This Resolution was adopted by the Town Council of the Town of Amherst on June 8, 2011.

Mayor Jacob P. Bailey

Attest:

Clerk of Council