PUBLIC HEARING NOTICE

The Town of Amherst Planning Commission will hold public hearings at 7:00 PM on February 1, 2023, in the Council Chambers of the Town Hall at 174 South Main Street, Amherst, VA, on the following matters:

1. An application to rezone 123 Lee Street, Amherst, Virginia ((Tax Map 96A-416-5) from R-2 to B-1, for short term rental use only; and
2. An application for a special use permit to allow short term rental (Air B&B) at 123 Lee Street, Amherst, Virginia ((Tax Map 96A-416-5); and
3. A proposed amendment to Chapter 24 of the Town Code, Zoning and Subdivisions, to add a new code section, Inoperable Vehicles; and
4. To receive comments on the Town's 2023-2024 Capital Improvement Program that identifies acquisition, construction and improvement of town facilities, and acquisition of capital equipment.

All interested persons may express their views by emailing sara.mcguffin@amherstva.gov prior to the meeting. Anyone having questions regarding the above may contact the Town Hall Office at 434-946-7885.

Supporting documentation is available at amherstva.gov and for inspection in the Town Hall during normal working hours.

DATE 10/26/22

APPLICATION FOR SPECIAL USE PERMIT
TOWN OF AMHERST
POST OFFICE BOX 280
AMHERST, VIRGINIA 24521
(804) 946-7885

APPLICANT	Shakhnoza Kanev	OWNER	Svetlozar Kanev
ADDRESS	204 Sunset Drive	ADDRESS	Shakhnoza Kanev 204 Sunset Drive
CITY	Amherst, VA 24521	CITY	Amherst, VA 24521
TELEPHONE NO.	434-907-2618	TELEPHONE NO	434-907-1259

REPRESENTATIVE Self ADDRESS _____

CITY _____ TELEPHONE NO. _____

LOCATION OF REQUEST 108 Lee Street, Amherst, VA 24521

TAX MAP NO. 96A416-5 LOT AREA #5 EXISTING ZONING _____

PROPOSED SPECIAL USE AirBnb, and short term rental

STATEMENT BY APPLICANT I would rezone our rental property on Lee Street to B-1 TO allow me to conduct short term rental through AirBnb and other sites.

Applicants are reminded that §18.1-1002 of the Town Code requires signs describing the action requested under this application to be posted on the property.

As (OWNER) (CONTRACT PURCHASER WITH OWNER'S WRITTEN CONSENT, ATTACHED) (OWNER'S AGENT) of the property listed above, I/we hereby petition the Amherst Town Council to rezone the above described property.

Signature of Applicant — Date 10/26/2022

PLANNING COMMISSION PUBLIC HEARING

Time _____ Date _____

PLANNING COMMISSION ACTION

Zoning Administrator — Date

TOWN COUNCIL PUBLIC HEARING

Time _____ Date _____

TOWN COUNCIL ACTION

Clerk of Council — Date

Adjacent property owner information for

Special Use Permit Application - Rezoning Application - Conditional Zoning Application - Variance Application - Appeal Application

§ 15.2-2204 of the Code of Virginia requires that a notice of pending action to be mailed to the owners, their agent or the occupant, of all abutting property and property immediately across the street or road from the property affected, including those parcels which lie outside the Town; and, if any portion of the affected property is within a planned unit development, then to such incorporated property owner's associations within the planned unit development that have members owning property located within 2,000 feet of the affected property. The purpose of this form is to assist the applicant to collect the needed information from the Amherst County Commissioner of the Revenue's office.

Tax Map #	Physical Address	Owner's Name	Owner's Mailing Address
	133 Lee street Amherst VA	Delaura Samuel CJR and Jean P	408 TUSCULUM LNE
	126 Lee street	Batman John W & Melissa A	PO Box 1289 Amherst VA
	116 Lee str	JMC Rentals LLC	3840 Lexington TPKE
	259 S main Street	Carter John A	259 S main Street Amherst VA

Applicants should use as many forms as are needed to provide the needed information.

***Note**: Applicants are reminded that §18.1-1002 of the Town Code requires signs describing pending action by the Planning Commission, Town Council or Board of Zoning Appeals to be posted when approval of a site plan, subdivision, special use permit, rezoning, conditional zoning, variance, or appeal is requested.*

Rezone to B-1

Required contents for a full Rezoning Application:

- A completed application form, attached. $300
- A completed certificate of owner's representative, if appropriate.
- A signed cover letter outlining the background and clear justification for the proposed changes.
- Clear mapping showing the extent of where the changes are proposed, including property lines, adjacent streets, buildings, etc.
- A site plan showing the proposed development of the property.
- Applications for conditional zoning should clearly indicate such and include clear supplemental information such as any proffers being made.
- Fees as required by Section 18.1-1009 of the Zoning and Subdivision Ordinance.

All documentation should be on reproducible 8½ X 11 paper.

DATE _____

APPLICATION FOR REZONING
TOWN OF AMHERST
POST OFFICE BOX 280
AMHERST, VIRGINIA 24521
(804) 946-7885

APPLICANT Shakhnoza Kanev
ADDRESS Amherst, VA 24521
CITY 204 Sunset Drive
TELEPHONE NO. 434-907-26-18

OWNER Svetlozar Kanev
ADDRESS Shakhnoza, Kanev
204 Sunset drive
CITY Amherst VA 24521
TELEPHONE NO 434-907-2618

REPRESENTATIVE Self
ADDRESS _____
CITY Amherst VA
TELEPHONE NO. _____

LOCATION OF REQUEST 123 Lee street, Amherst VA 24521
TAX MAP NO. 96A 416-5
LOT AREA #5
EXISTING ZONING _____
PROPOSED ZONING add B-1

STATEMENT BY APPLICANT I would rezone our rental property on 123 Lee street to add B1 to allow me to conduct short term rental through AirBnb, Vrbo & other sites.

Applicants are reminded that §18.1-1002 of the Town Code requires signs describing the action requested under this application to be posted on the property.

As (OWNER) (CONTRACT PURCHASER WITH OWNER'S WRITTEN CONSENT, ATTACHED) (OWNER'S AGENT) of the property listed above, I/we hereby petition the Amherst Town Council to rezone the above described property.

Signature of Applicant — Date 11/02/22

PLANNING COMMISSION PUBLIC HEARING
Time _____ Date _____

PLANNING COMMISSION ACTION

Zoning Administrator _____ Date _____

TOWN COUNCIL PUBLIC HEARING
Time _____ Date _____

TOWN COUNCIL ACTION

Clerk of Council _____ Date _____

Adjacent property owner information for

Special Use Permit Application - Rezoning Application - Conditional Zoning Application - Variance Application - Appeal Application

§ 15.2-2204 of the Code of Virginia requires that a notice of pending action to be mailed to the owners, their agent or the occupant, of all abutting property and property immediately across the street or road from the property affected, including those parcels which lie outside the Town; and, if any portion of the affected property is within a planned unit development, then to such incorporated property owner's associations within the planned unit development that have members owning property located within 2,000 feet of the affected property. The purpose of this form is to assist the applicant to collect the needed information from the Amherst County Commissioner of the Revenue's office.

Tax Map #	Physical Address	Owner's Name	Owner's Mailing Address
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	126 Lee Str.	Batman John W & Melissa A	PO Box 1289, Amherst VA
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Applicants should use as many forms as are needed to provide the needed information.

***Note**: Applicants are reminded that §18.1-1002 of the Town Code requires signs describing pending action by the Planning Commission, Town Council or Board of Zoning Appeals to be posted when approval of a site plan, subdivision, special use permit, rezoning, conditional zoning, variance, or appeal is requested.*

Airbnb purpose

Shakhnoza <nozik25@list.ru>
Wed 11/9/2022 4:14 PM

To: Svetlozar Kanev <winery@rebecwinery.com>

Cover letter for Airbnb purpose.
I'm Shah Kanev. I'm taking Cancer treatments. I was looking for a job where I can have flexible time and more safety. Covid created a lot of fear and gave me a chance to take Airbnb classes. I found this job more suitable for me to manage my time with treatments to have enough resting time, to organize time for my family and work, have balance. I created a safe and enjoyable environment for everyone. My Airbnb has rules: No pets, no parties, limit on the amount of people, no noise past 9 pm.

Sent from my iPhone

Shah Kanev

SUP for short term rental

Required contents for a full Special Use Permit Application:

- A completed application form, attached.
- A completed certificate of owner's representative, if appropriate.
- A signed cover letter outlining the background and clear justification for the proposed special use permit.
- Clear mapping showing the extent of the proposed changes to the property, including property lines, adjacent streets, buildings, etc.
- A site plan showing the proposed development of the property.
- Fees as required by Section 18.1-1009 of the Zoning and Subdivision Ordinance.

All documentation should be on reproducible 8½ X 11 paper.

24-xxx Inoperable vehicles.

24-xxx *Keeping of inoperable vehicles.*

(1) Definitions as used in this section:

a. *Motor vehicle or vehicle* means any motor vehicle, trailer or semi-trailer, or any part thereof, as defined in Code of Virginia, § 46.2-100, as amended.

b. *Inoperable vehicle* means any vehicle:

1. Which is not in operating condition; or

2. Which for a period of 60 days or longer has been partially or totally disassembled by the removal of tires and wheels, the engine, or other essential parts required for operation of the vehicle; or

3. On which there are displayed no valid state license plates; or

4. On which there is displayed no valid state inspection decal; or

5. This definition of "inoperable vehicle" shall not include a registered and licensed antique vehicle, classic vehicle, or prestige vehicle so long as the vehicle is in operating condition.

c. *Shielded or screened from view* means not visible by someone standing at ground level from outside of the property on which the subject vehicle is located by using one of the following methods:

1. A form fitted, defect-free cover specifically designed and manufactured to completely shield the motor vehicle, trailer or semi-trailer from view;

2. A hedge or dense evergreen landscape planting not less than six feet high and ten feet wide that is neat and well maintained; or

3. An opaque masonry wall or treated wood fence of stockade, board and batten, panel or similar type design in good repair of not less than six feet high and ten feet wide.

(2) The keeping by any person, firm or corporation, except within a fully enclosed building or structure or otherwise shielded or screened from view, of any inoperable motor vehicle on any property zoned for residential, commercial or agricultural purposes is detrimental to the public health, safety and welfare, and is hereby declared to constitute a public nuisance.

(3) It shall be unlawful for any person, firm or corporation to keep on any property zoned for residential, commercial or agricultural purposes any vehicle which is inoperable, except as follows:

a. On property less than two acres, one inoperable vehicle, including any portions thereof, may be kept provided they are shielded or screened from view; or

b. On property two acres and larger, two inoperable vehicles, including any portions thereof, may be kept provided they are shielded or screened from view; or

c. The inoperable vehicle is kept at a commercial business in compliance with the county's zoning regulations covering such business and/or a conditional use permit has been issued for the operation of such business; or

d. An inoperable vehicle being repaired at an automobile repair business may be kept at such property for no more than 60 continuous days; or

e. The inoperable vehicle is kept within a fully enclosed building or structure.

(4) The provisions of this section shall not apply to any entity which was licensed and regularly engaged in business as an automobile dealer, salvage dealer or scrap processor, as of June 26, 1970.

(5) The zoning administrator or his designee is hereby authorized to take any action necessary to ensure compliance with this Code section.

24-xxx *Notice of violation.* Property owner's, permit applicants, and/or establishment owners/managers, as applicable, and shall be notified in writing of violations of the provisions of this article. The zoning administrator or his designee shall, in the notice of violation, state the nature of the violation, the date that it was observed, and the remedy or remedies necessary to correct the violation. The zoning administrator or his designee may establish a reasonable time period for the correction of the violation. The procedure for any violations of this section will follow the procedures and penalties outlined in section 24-168 General Penalties for Zoning Violations.

TOWN OF AMHERST

CAPITAL IMPROVEMENT PROGRAM FY23-24

Project Description & Ranking	CIP Committee Evaluation	Planning Commission Ranking	Total Estimated Cost	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	Recommended Sources of Funds
Police									
Police Tahoe SUV-K-9 Unit-New	18		54,346.04	54,346.04					General Fund
Police Tahoe SUV-Investigation-New	18		201,420.16	50,346.04	50,346.04		50,364.04	50,364.04	General Fund
ToughBooks-6-NEW	16		35,000.00			35,000.00			General Fund
Plants									
WWTP Scada	22		160,590.00	160,590.00					Wastewater
WWTP Generator-New						$250,000			Wastewater
Maintenance									
Automated Meter Reading-New	16		100,000.00		100,000.00				All Funds
Mini Excavator	18		80,000.00	80,000.00					All Funds
UTV-Side by Side (shared)	19		22,000.00	22,000.00					All funds
Addition to Maintenance Shop	14		120,000.00		120,000.00				All Funds
Tractor w/ bucket mower &backhoe	13		44,000.00	44,000.00					General Fund
Town Hall/Finance									
Town Hall Renovation-New	11		50,000.00	$ 50,000.00					General Fund
Water Line Replacements									
Replace Author Court W/L			200,000.00		200,000.00				Grant and Water
Sunset Drive Replacement			1,019,260.00			1,019,260.00			Grant and Water
Waugh's Ferry Road Replacement			1,406,595.00			1,406,595.00			Grant and Water
Walnut Street Replacement			136,888.00				136,888.00		Grant and Water
Union Hill Replacement			420,416.00					420,416.00	Grant and Water
Zane Snead Replacement			294,400.00				294,400.00		Grant and Water
		TOTAL	4,344,915.20	461,282.08	470,346.04	2,710,855.00	481,652.04	470,780.04	

Town of Amherst
Capital Improvement Project
Request Form

Department/Agency: Town Hall/Finance	**Justification Code: Convenience**
Project Title: Renovation of Town Hall	**Priority: 2**

Description

Renovate front desk area, to include taking out the two windows to make one, new couter top area, shelves with doors and storage areas. Create windows in the Town Manager's office and the Treasurer's office. Create desk, shelving area for Vicki's work space during Town Hall meetings so that it looks nicer and hides all the wiring.

History Associated with Request

Town Hall is the main Town property that citizens see. We have heavy foot traffic of citzens paying bills, coming to meetings and asking quesitons in general. Town Hall is the face of the Town and they should see something nice when they walk in. The front desk area is just not efficient for the girls working. There is no storage area and everything is open for citizens to see and it looks run down.

Impact on Future Operating Costs

After renovation, there will not be any additional costs.

Cost of Project

Planning/Engineering	Acquisition	Contruction	Equipment	Project Total
				$ 50,000.00

Proposed Financing for Project: County funding needed

Can the project be phased in over more than one year? (If yes fill in amount of money needed each year):

Year 1	Year 2	Year 3	Year 4	Year 5
$ 50,000.00				

Notes (To be used by CIP Committee)

Criteria	Ranking					Project Ranking
	5	4	3	2	1	
Federal or State Mandates	Project is required by enforceable standards within the next year.	Project is needed to bring existing component up to enforceable standards.	Project is required by enforceable standards within the next two years.	Project is not required by any law but is required to continue operations at the current level. (example; system will no longer support software version).	Project is not mandated by law or any other requirements.	1
Efficiency	Project will directly increase employee efficiency by greater than 20%	Project will directly increase employee efficiency by greater than 10%	Project will directly increase employee efficiency by greater than 5%.	Project will make daily work easier, but not necessarily save time.	Project has not impanct on employee efficiency.	2
Economic Development	Project will directly provide jobs with in the Town.	Project will attract potential business within the Town.	Project will attract new residents to locate to the Town.	Porject will revitalize and improve areas within the Town.	Project has little or no impact related to economic development.	1
Budgetary Impact	Project will provide the Town with additional revenue.	Project will provide the Town with future budget savings.	After initial cost of project there will be no impact on the budget.	Without project cost of current operations could rise (example; maintenance cost due to age of current assets).	Project will continue to requrie additional funds to operate after completion (example; additional personnel).	3
Readiness to Proceed	Project is ready now. Money has been approved (by outside sources or grants), costs estimates have been received.	Cost estimates have been received and initial planning has begun. Project is ready to start once approved and funded by the Town.	No initial planing has taken place. However, planning and prep can take place once approved and funded.	Project will still not be ready to take place until future period in time even after approval and funding.	Project is nto needed until two or more years in the future.	2
Health/Public Safety	Failure to do project presents major risk to citizens or employees.	Project could increase safety or health concerns of citizens or employees.	Project could enrich quality of lives and health within the Town.	Project could have long term effects on health or safety that is unknown at this time.	Project has no impact on health or public safety.	1
Funding	100% of funding is being received from grants or other outside sources.	Increased tax revenue received from project will help recoupe initial cost.	Grants received but will require a Town "match" in funds less than 50%.	Grants received but will require a Town "match" in funds greater than 50%.	100% of funding will come from General/Water/Sewer Fund.	1
Total for this project						11
Notes						

Town of Amherst
Capital Improvement Project
Request Form

Department/Agency: Police Department	**Justification Code: Existing Service**
Project Title: Chevrolet Tahoe Police Package (SUV)	**Priority: 1**

Description

2023 Chevrolet Tahoe PPV 4WD Police Vehicle. This quote for the vehicle and the necessary equipment that will be needed to properly outfit the vehicle with emergency equipment and 2/3-1/3 k9/prisoner transport cage. The Tahoe will allow for extra space needed for carrying equipment and supplies related to k9 operations. Various equipment installed on the current k9 vehicle will be reused to help keep costs down.

currently 115,000

K9 unit

History Associated with Request

This past year we have had multiple vehicles face mechanical issues. This has caused vehicles to be out of service for an extended period of time to repaired. This has led to officers having to share vehicles. This has increased the running time of each departmental vehicle being utilized, which has led to more miles and engine hours being placed on an already aging fleet. We currently have 3 vehicles over 100,000 miles and one approaching 85,000 miles. This vehicle will replace the K9 Officer's vehicle which currently sits at 115,000 miles.

Impact on Future Operating Costs

It is my opinion that we need to get on a vehicle purchase plan. In 2022 we purchased one Chevrolet Tahoe to replace the Chief's aging vehicle. We are now facing an issue with high mileage and mechanical issues as we were in 2021. It is my opinion that the purchasing of two vehicles for 2023 will help offest the long-term cost of repairs and help the Town catch up with managing an aging fleet. This vehicle has aged out.

Cost of Project

Planning/Engineering	Acquisition	Contruction	Equipment	**Project Total**
N/A	$42,346.04	N/A	$12,000.00	**$54,346.04**

Proposed Financing for Project:

Can the project be phased in over more than one year? (If yes fill in amount of money needed each year):

Year 1	Year 2	Year 3	Year 4	Year 5
$54,346.04				

Notes (To be used by CIP Committee)

Criteria	Ranking					Project Ranking
	5	4	3	2	1	
Federal or State Mandates	Project is required by enforceable standards within the next year.	Project is needed to bring existing component up to enforceable standards.	Project is required by enforceable standards within the next two years.	Project is not required by any law but is required to continue operations at the current level. (example; system will no longer support software version).	Project is not mandated by law or any other requirements.	4
Efficiency	Project will directly increase employee efficiency by greater than 20%	Project will directly increase employee efficiency by greater than 10%	Project will directly increase employee efficiency by greater than 5%.	Project will make daily work easier, but not necessarily save time.	Project has not impanct on employee efficiency.	2
Economic Development	Project will directly provide jobs with in the Town.	Project will attract potential business within the Town.	Project will attract new residents to locate to the Town.	Porject will revitalize and improve areas within the Town.	Project has little or no impact related to economic development.	1
Budgetary Impact	Project will provide the Town with additional revenue.	Project will provide the Town with future budget savings.	After initial cost of project there will be no impact on the budget.	Without project cost of current operations could rise (example; maintenance cost due to age of current assets).	Project will continue to requrie additional funds to operate after completion (example; additional personnel).	3
Readiness to Proceed	Project is ready now. Money has been approved (by outside sources or grants), costs estimates have been received.	Cost estimates have been received and initial planning has begun. Project is ready to start once approved and funded by the Town.	No initial planing has taken place. However, planning and prep can take place once approved and funded.	Project will still not be ready to take place until future period in time even after approval and funding.	Project is nto needed until two or more years in the future.	4
Health/Public Safety	Failure to do project presents major risk to citizens or employees.	Project could increase safety or health concerns of citizens or employees.	Project could enrich quality of lives and health within the Town.	Project could have long term effects on health or safety that is unknown at this time.	Project has no impact on health or public safety.	3
Funding	100% of funding is being received from grants or other outside sources.	Increased tax revenue received from project will help recoupe initial cost.	Grants received but will require a Town "match" in funds less than 50%.	Grants received but will require a Town "match" in funds greater than 50%.	100% of funding will come from General/Water/Sewer Fund.	1
Total for this project						18
Notes						

MOTOROLA SOLUTIO

CLEAR communications

Two-Way Radio Sales & Service

CHARLOTTESVILLE
620 Cami Lane
Charlottesville, VA 22902
Phone: (434) 971- 8139
Fax: (434) 971-8919
Toll Free: (877) 213-4836

STAUNTON
403 Commerce Road
Staunton, VA 24401
Phone: (540) 885-1990
Fax: (540) 885-7701
Toll Free: (877) 213-4836

HARRISONBURG
4805 South Valley Pike
Harrisonburg, VA 22801
Phone: (540) 574- 6095
Fax: (540) 574-6095
Toll Free: (877) 213-4836

To:

BOBBY SHIFLETT
434-962-2427

AMHERST PD

Contact Info:
CHAD SHELTON
CSHELTON@CLEARCOMVA.COM

Date: 12/5/2022

Quote	Customer #	Customer P.O. Number \ Credit Card Information	Quote Prepared by:	Expiration
			KYNDAL MOON	30 Days

Equipment List

Vehicle Information : K-9 2023 CHEVY TAHOE FULL BUILD

Qty	Part Number	Description	Unit Price	Line Total
1	3645WC	WESTIN PUSH BUMPER ELITE WIRE COVER	$ 41.39	$ 41.39
1	36-6015W4	ELITE 33.1" 4 LIGHT CHANNEL WHELEN ION	$ 41.39	$ 41.39
1	36-4045PB	PIT BAR ELITE	$ 465.59	$ 465.59
1	36-4045W	WING WRAPS ELITE	$ 327.60	$ 327.60
1	36-4045	WESTIN PUSH BUMPER ELITE	$ 621.09	$ 621.09
			$ -	$ -
1	CG-X	CHARGE GUARD	$ 99.93	$ 99.93
			$ -	$ -
			$ -	$ -
			$ -	$ -
			$ -	$ -
			$ -	$ -
			$ -	$ -
			$ -	$ -
			$ -	$ -
			$ -	$ -

NOTES: PARTS WILL BE BILLED UPON ORDERING. LABOR WILL BE BILLED UPON COMPLETITION.

Subtotal	$ 1,596.99
5.30%	$ -
SHIPPING	$ 100.00
LABOR	$ 4,340.00
MISC	$ 700.00
Total	$ 6,736.99

Before signing, please read the Terms and Conditions of this Sales Order and any applicable warranties and licenses. Your signature is an offer to purchase the products listed above which will be a purchase contract with the Terms and Conditions stated herein or on a separate page, including any warranty disclaimers and limitations of manufacturer's liability.

AUTHORIZED CUSTOMER SIGNATURE:

Tidewater Fleet Supply®

1129APD TAHC399

Quoted To:

AMHERST PD

SHIPPING TO CLEAR COMMUNICATIONS IN CHARLOTTESVILLE

ATT: BOBBY SHIFLETT

11/29/2022

TERMS: NET 30

NO PROMPT PAY DISCOUNTS ALLOWED

By: **Rick Allen, Sales Rep**

9501 Burge Avenue

Richmond, VA 23237

Cell 757-407-2415

rallen@tidewaterfleetsupply.com

QTY	PART NO.	DESCRIPTION	LIST PRICE	DISC.	UNIT PRICE	TOTAL
0		2023 TAHOE PPV/SSV	$0.00	0.00%	$0.00	$0.00
4	IONB	BLUE ION (REAR HATCH/ 1/4 WINDOW)	$168.00	49.97%	$84.05	$336.20
3	3SRCCDCR	3" R/W INTERIOR LIGHT (HATCH/INSIDE KENNEL)	$98.00	49.97%	$49.03	$147.09
1	SA315P	100 WATT SPEAKER	$391.00	49.97%	$195.62	$195.62
1	SAK70	TAHOE SAK315 BRACKET	$49.00	49.97%	$24.51	$24.51
4	I2E	B/W DUO ION (IN WESTIN BUMPER)	$195.00	49.97%	$97.56	$390.24
6	TLI2E	B/W DUO T-ION (LWR PUSHBAR/REAR BUMPER)	$189.00	49.97%	$94.56	$567.36
2	TLMI2E	B/W DUO MINI T-ION	$149.00	49.97%	$74.54	$149.08
1	BSFW545	1/2 PASSENGER FRONT INNER EDGE WECAN X BLUE W/TD	$831.00	49.97%	$415.75	$415.75
0			$0.00	0.00%	$0.00	$0.00
1	C-VSW-1012-TAH	HAVIS 22" WIDE CONSOLE PKG (INCLUDES EQ PLATES CANCTL6/APX RADIO?)	$897.00	35.00%	$583.05	$583.05
1	CUP2-1001	DUAL CUPHOLDER	$67.00	35.00%	$43.55	$43.55
1	C-ARM-102	SIDE ARMREST	$94.00	35.00%	$61.10	$61.10
1	C-AP-0325-1	3" OPEN ACCESSORY POCKET	$51.00	35.00%	$33.15	$33.15
1	C-LP2-USB1-BL2	DUAL 12V OUTLET, DUAL USB PLATE	$198.00	35.00%	$128.70	$128.70
1	C-HDM-214	8.5" SIDE POLE MOUNT	$184.00	35.00%	$119.60	$119.60
1	C-MD-119	11" SWING ARM W/LOW PROFILE TILT/SWIVEL	$367.00	35.00%	$238.55	$238.55
1	C-APW-1258	12" SIDE OPEN POCKET	$55.00	35.00%	$35.75	$35.75
0			$0.00	0.00%	$0.00	$0.00
1	0SB00FCR	BLUE 0S LED (K9 VEHICLE)	$48.00	49.97%	$24.01	$24.01
0			$0.00	0.00%	$0.00	$0.00
1	K9-C26-B	HAVIS BLACK K9 INSERT	$4,968.00	35.00%	$3,229.20	$3,229.20
0			$0.00	0.00%	$0.00	$0.00
1	C399	CORE SYSTEM	$1,342.00	49.97%	$671.40	$671.40
1	C399K6	CORE OBD II HARNESS	$449.00	49.97%	$224.63	$224.63
1	CCTL6	CORE CONTROL HEAD W/SLIDE SWITCH	$179.00	49.97%	$89.55	$89.55
0			$0.00	0.00%	$0.00	$0.00
0		STAFFORD COUNTY CONTRACT 65182-TIDE	$0.00	0.00%	$0.00	$0.00
0			$0.00	0.00%	$0.00	$0.00

GOODS	$7,708.09
SHIPPING	$400.00
TOTAL	$8,108.09

Quote Expires: *30 Days

Please allow 5 Business Days for shipping. Shipping charges will be added.
*This price quotation for products is for immediate acceptance and is subject to change by Tidewater Fleet Supply, LLC ("TFS") without notice. Quotations are valid for 30 days from the date of the quotation. All purchase orders for products are subject to TFS' acceptance. Prices are based upon current costs and therefore subject to change without notice to account for changes in the cost of raw materials and other direct costs which are beyond TFS' control.

NOTES

Your Cart (1 items)

PRINT YOUR CART

ITEM		PRICE
	American Aluminum EZ Rider 1/3 Inmate 2/3 Law Enforcement K9 Vehicle transport system for Chevy Tahoe 2000-2020 & 2021 Enter the Year of Your Vehicle: 2023 Choose Your Finish: Matte Black Add a Water Dish: Yes (+$120) Availability: SKU: AAK9EZINMATE_TAHOE: Estimated Lead Time of 6-8 Weeks Change	$7,190.30

- **Subtotal:** **$7,190.30**
- **Shipping:** **Add Info to Get a Quote**

Country

Town of Amherst
Capital Improvement Project
Request Form

Department/Agency: Police Department	**Justification Code: Existing Service**
Project Title: Chevrolet Tahoe Police Package (SUV)	**Priority: 1**

Description

2023 Chevrolet Tahoe PPV 4WD Police Vehicle. This quote for the vehicle and the necessary equipment that will be needed to properly outfit the vehicle with emergency equipment and prisoner transport cage. The Tahoe will allow for extra space needed for carrying equipment and supplies related to investigative operations. The acquistion cost was based off VA Sheriff's Association state contract through RK Chevrolet.

Investigator currently 105,000

History Associated with Request

This past year we have had multiple vehicles face mechanical issues. This has caused vehicles to be out of service for an extended period of time to repaired. This has led to officers having to share vehicles. This has increased the running time of each departmental vehicle being utilized, which has led to more miles and engine hours being placed on an already aging fleet. We currently have 3 vehicles over 100,000 miles and one approaching 85,000 miles. This vehicle will replace the Investigator's vehicle which currently sits at 105,000 miles.

Impact on Future Operating Costs

It is my opinion that we need to get on a vehicle purchase plan. In 2022 we purchased one Chevrolet Tahoe to replace the Chief's aging vehicle. We are now facing an issue with high mileage and mechanical issues as we were in 2021. It is my opinion that the purchasing of two vehicles for 2023 will help offest the long-term cost of repairs and help the Town catch up with managing an aging fleet. This vehicle has aged out.

Cost of Project

Planning/Engineering	Acquisition	Contruction	Equipment	**Project Total**
N/A	$42,346.04	N/A	$8,000.00	**$50,346.04**

Proposed Financing for Project:

Can the project be phased in over more than one year? (If yes fill in amount of money needed each year):

Year 1	Year 2	Year 3	Year 4	Year 5
$50,346.04				

Notes (To be used by CIP Committee)

Criteria	Ranking					Project Ranking
	5	4	3	2	1	
Federal or State Mandates	Project is required by enforceable standards within the next year.	Project is needed to bring existing component up to enforceable standards.	Project is required by enforceable standards within the next two years.	Project is not required by any law but is required to continue operations at the current level. (example; system will no longer support software version).	Project is not mandated by law or any other requirements.	4
Efficiency	Project will directly increase employee efficiency by greater than 20%	Project will directly increase employee efficiency by greater than 10%	Project will directly increase employee efficiency by greater than 5%.	Project will make daily work easier, but not necessarily save time.	Project has not impanct on employee efficiency.	2
Economic Development	Project will directly provide jobs with in the Town.	Project will attract potential business within the Town.	Project will attract new residents to locate to the Town.	Porject will revitalize and improve areas within the Town.	Project has little or no impact related to economic development.	1
Budgetary Impact	Project will provide the Town with additional revenue.	Project will provide the Town with future budget savings.	After initial cost of project there will be no impact on the budget.	Without project cost of current operations could rise (example; maintenance cost due to age of current assets).	Project will continue to requrie additional funds to operate after completion (example; additional personnel).	3
Readiness to Proceed	Project is ready now. Money has been approved (by outside sources or grants), costs estimates have been received.	Cost estimates have been received and initial planning has begun. Project is ready to start once approved and funded by the Town.	No initial planing has taken place. However, planning and prep can take place once approved and funded.	Project will still not be ready to take place until future period in time even after approval and funding.	Project is nto needed until two or more years in the future.	4
Health/Public Safety	Failure to do project presents major risk to citizens or employees.	Project could increase safety or health concerns of citizens or employees.	Project could enrich quality of lives and health within the Town.	Project could have long term effects on health or safety that is unknown at this time.	Project has no impact on health or public safety.	3
Funding	100% of funding is being received from grants or other outside sources.	Increased tax revenue received from project will help recoupe initial cost.	Grants received but will require a Town "match" in funds less than 50%.	Grants received but will require a Town "match" in funds greater than 50%.	100% of funding will come from General/Water/Sewer Fund.	1
Total for this project						
Notes						

MOTOROLA SOLUTIO

CLEAR communications

Two-Way Radio Sales & Service

CHARLOTTESVILLE
620 Cami Lane
Charlottesville, VA 22902
Phone: (434) 971- 8139
Fax: (434) 971-8919
Toll Free: (877) 213-4836

STAUNTON
403 Commerce Road
Staunton, VA 24401
Phone: (540) 885-1990
Fax: (540) 885-7701
Toll Free: (877) 213-4836

HARRISONBURG
4805 South Valley Pike
Harrisonburg, VA 22801
Phone: (540) 574- 6095
Fax: (540) 574-6095
Toll Free: (877) 213-4836

To:

BOBBY SHIFLETT
434-962-2427

AMHERST PD

Contact Info:
CHAD SHELTON
CSHELTON@CLEARCOMVA.COM

Date: 12/5/2022

Quote	Customer #	Customer P.O. Number \ Credit Card Information	Quote Prepared by:	Expiration
			KYNDAL MOON	30 Days

Equipment List

Vehicle Information : INVESTIGATOR 2023 CHEVY TAHOE FULL BUILD

Qty	Part Number	Description	Unit Price	Line Total
1	3645WC	WESTIN PUSH BUMPER ELITE WIRE COVER	$ 41.39	$ 41.39
1	36-6015W4	ELITE 33.1" 4 LIGHT CHANNEL WHELEN ION	$ 41.39	$ 41.39
1	36-4045PB	PIT BAR ELITE	$ 465.59	$ 465.59
1	36-4045W	WING WRAPS ELITE	$ 327.60	$ 327.60
1	36-4045	WESTIN PUSH BUMPER ELITE	$ 621.09	$ 621.09
			$ -	$ -
1	CG-X	CHARGE GUARD	$ 99.93	$ 99.93
			$ -	$ -
			$ -	$ -
			$ -	$ -
			$ -	$ -
			$ -	$ -
			$ -	$ -
			$ -	$ -
			$ -	$ -
			$ -	$ -

NOTES: PARTS WILL BE BILLED UPON ORDERING. LABOR WILL BE BILLED UPON COMPLETITION.

Subtotal	$ 1,596.99
5.30%	$ -
SHIPPING	$ 100.00
LABOR	$ 4,030.00
MISC	$ 700.00
Total	$ 6,426.99

Before signing, please read the Terms and Conditions of this Sales Order and any applicable warranties and licenses. Your signature is an offer to purchase the products listed above which will be a purchase contract with the Terms and Conditions stated herein or on a separate page, including any warranty disclaimers and limitations of manufacturer's liability.

AUTHORIZED CUSTOMER SIGNATURE:

_____

Tidewater Fleet Supply®

1206APD TAHINVR

Quoted To:

AMHERST PD

SHIPPING TO CLEAR COMMUNICATIONS IN CHARLOTTESVILLE

ATT: BOBBY SHIFLETT

11/29/2022

TERMS: NET 30

NO PROMPT PAY DISCOUNTS ALLOWED

By: **Rick Allen, Sales Rep**
9501 Burge Avenue
Richmond, VA 23237
Cell 757-407-2415
rallen@tidewaterfleetsupply.com

QTY	PART NO.	DESCRIPTION	LIST PRICE	DISC.	UNIT PRICE	TOTAL
0		2023 TAHOE PPV/SSV INVESTIGATOR VEHICLE	$0.00	0.00%	$0.00	$0.00
4	IONB	BLUE ION (REAR HATCH/ 1/4 WINDOW)	$168.00	49.97%	$84.05	$336.20
3	3SRCCDCR	3" R/W INTERIOR LIGHT (HATCH/INSIDE KENNEL)	$98.00	49.97%	$49.03	$147.09
1	SA315P	100 WATT SPEAKER	$391.00	49.97%	$195.62	$195.62
1	SAK70	TAHOE SAK315 BRACKET	$49.00	49.97%	$24.51	$24.51
4	I2E	B/W DUO ION (IN WESTIN BUMPER)	$195.00	49.97%	$97.56	$390.24
6	TLI2E	B/W DUO T-ION (LWR PUSHBAR/REAR BUMPER)	$189.00	49.97%	$94.56	$567.36
2	TLMI2E	B/W DUO MINI T-ION	$149.00	49.97%	$74.54	$149.08
1	BSFW545	1/2 PASSENGER FRONT INNER EDGE WECAN X BLUE W/TD	$831.00	49.97%	$415.75	$415.75
0			$0.00	0.00%	$0.00	$0.00
1	C-VSW-1012-TAH	HAVIS 22" WIDE CONSOLE PKG (INCLUDES EQ PLATES CANCTL6/APX RADIO?)	$897.00	35.00%	$583.05	$583.05
1	CUP2-1001	DUAL CUPHOLDER	$67.00	35.00%	$43.55	$43.55
1	C-ARM-102	SIDE ARMREST	$94.00	35.00%	$61.10	$61.10
1	C-AP-0325-1	3" OPEN ACCESSORY POCKET	$51.00	35.00%	$33.15	$33.15
1	C-LP2-USB1-BL2	DUAL 12V OUTLET, DUAL USB PLATE	$198.00	35.00%	$128.70	$128.70
1	C-HDM-214	8.5" SIDE POLE MOUNT	$184.00	35.00%	$119.60	$119.60
1	C-MD-119	11" SWING ARM W/LOW PROFILE TILT/SWIVEL	$367.00	35.00%	$238.55	$238.55
1	C-APW-1258	12" SIDE OPEN POCKET	$55.00	35.00%	$35.75	$35.75
0			$0.00	0.00%	$0.00	$0.00
0			$0.00	0.00%	$0.00	$0.00
0			$0.00	0.00%	$0.00	$0.00
1	P1000T21AOSB	1/2 CAGE SINGLE PRISONER TRANSPORT W/OUTBOARD SEATBELTS	$3,337.00	35.00%	$2,169.05	$2,169.05
0			$0.00	0.00%	$0.00	$0.00
1	C399	CORE SYSTEM	$1,342.00	49.97%	$671.40	$671.40
1	C399K6	CORE OBD II HARNESS	$449.00	49.97%	$224.63	$224.63
1	CCTL6	CORE CONTROL HEAD W/SLIDE SWITCH	$179.00	49.97%	$89.55	$89.55
0			$0.00	0.00%	$0.00	$0.00
0			$0.00	0.00%	$0.00	$0.00
0		STAFFORD COUNTY CONTRACT 65182-TIDE	$0.00	0.00%	$0.00	$0.00

GOODS	$6,623.93
SHIPPING	$400.00
TOTAL	$7,023.93

Quote Expires: *30 Days

Please allow 5 Business Days for shipping. Shipping charges will be added.
*This price quotation for products is for immediate acceptance and is subject to change by Tidewater Fleet Supply, LLC ("TFS") without notice. Quotations are valid for 30 days from the date of the quotation. All purchase orders for products are subject to TFS' acceptance. Prices are based upon current costs and therefore subject to change without notice to account for changes in the cost of raw materials and other direct costs which are beyond TFS' control.

NOTES

Town of Amherst
Capital Improvement Project
Request Form

Department/Agency: Police Department	**Justification Code: Existing Service**
Project Title: Laptop computers	**Priority: 2**

Description

Six panasonic toughbook laptop computers. This request is to replace the 6 current laptops that have been in use since 2017. The current laptops are requiring weekly maintenance by benchmark which is also depleting our prepaid hours. Several of the current laptops are approaching storage capacity with 5 years of data and records. The current microsoft operating system is not up to date on the current laptops, and it is unable to be fully loaded without complications.

History Associated with Request

This is the first request after initial purchase in 2017. The longivity of these computers are roughly 4-5 years before replacements are needed. General maintenance will decrease with new computers resulting in fewer purchasing of prepaid hours. The current laptops can be either re-furbished for use at other town departments.

Impact on Future Operating Costs

With the shortage on computer equipment it will be harder to obtain computers going forward. The price will continue to rise. With the purchase of new computers now we will save money on maintenance and IT support.

Cost of Project

Planning/Engineering	Acquisition	Contruction	Equipment	**Project Total**
N/A	$35,000.00	N/A	N/A	**$35,000.00**

Proposed Financing for Project:

Can the project be phased in over more than one year? (If yes fill in amount of money needed each year):

Year 1	Year 2	Year 3	Year 4	Year 5
	~~$35,000~~	35,000		

Notes (To be used by CIP Committee)

Criteria	Ranking					Project Ranking
	5	4	3	2	1	
Federal or State Mandates	Project is required by enforceable standards within the next year.	Project is needed to bring existing component up to enforceable standards.	Project is required by enforceable standards within the next two years.	Project is not required by any law but is required to continue operations at the current level. (example; system will no longer support software version).	Project is not mandated by law or any other requirements.	1
Efficiency	Project will directly increase employee efficiency by greater than 20%	Project will directly increase employee efficiency by greater than 10%	Project will directly increase employee efficiency by greater than 5%.	Project will make daily work easier, but not necessarily save time.	Project has not impanct on employee efficiency.	5
Economic Development	Project will directly provide jobs with in the Town.	Project will attract potential business within the Town.	Project will attract new residents to locate to the Town.	Porject will revitalize and improve areas within the Town.	Project has little or no impact related to economic development.	1
Budgetary Impact	Project will provide the Town with additional revenue.	Project will provide the Town with future budget savings.	After initial cost of project there will be no impact on the budget.	Without project cost of current operations could rise (example; maintenance cost due to age of current assets).	Project will continue to requrie additional funds to operate after completion (example; additional personnel).	8
Readiness to Proceed	Project is ready now. Money has been approved (by outside sources or grants), costs estimates have been received.	Cost estimates have been received and initial planning has begun. Project is ready to start once approved and funded by the Town.	No initial planing has taken place. However, planning and prep can take place once approved and funded.	Project will still not be ready to take place until future period in time even after approval and funding.	Project is nto needed until two or more years in the future.	4
Health/Public Safety	Failure to do project presents major risk to citizens or employees.	Project could increase safety or health concerns of citizens or employees.	Project could enrich quality of lives and health within the Town.	Project could have long term effects on health or safety that is unknown at this time.	Project has no impact on health or public safety.	1
Funding	100% of funding is being received from grants or other outside sources.	Increased tax revenue received from project will help recoupe initial cost.	Grants received but will require a Town "match" in funds less than 50%.	Grants received but will require a Town "match" in funds greater than 50%.	100% of funding will come from General/Water/Sewer Fund.	1
Total for this project						16
Notes						

PURCHASE AGREEMENT

Benchmark Systems
1112 Church Street Lynchburg, VA 24504
Phone: 800-779-0902 Fax: 434-528-1649
www.benchmarkprotech.com

Date	Quote #
11/09/21	BMSQ5940

Sold To: Town of Amherst Police Department
PO Box 280
174 South Main Street
Amherst, VA 24521

Acct #: 97381
Phone: (434) 946-7885
Fax: (434) 946-2087
E-Mail: brandon.payne@amherstva.gov
Contact: Brandon Payne

Ship To: Town of Amherst Police Department
PO Box 280
174 South Main Street
Amherst, VA 24521

Acct #: 97381
Phone: (434) 946-7885
Fax: (434) 946-2087
E-Mail: brandon.payne@amherstva.gov
Contact: Brandon Payne

Sales Consultant	Terms	P.O. Number	Ship Via
Todd Emery			

Qty	Description	Unit Price	Ext. Price
6	PANASONIC TOUGHBOOK 55 with the following specs: CORE i7 8665U 16 GB RAM 512 GB SSD Win 10 Pro 64-bit 14" IPS 1920 x 1080 (HD)	$5,406.00	$32,436.00

Labor will be billed against Prepaid hour contract

Total	$32,436.00

SALES TAX AND FREIGHT WILL BE CALCULATED AND CHARGED AT THE TIME OF BILLING.

Please contact me if I can be of further assistance.

PURCHASER HEREBY AGREES TO ACCEPT DELIVERY OF THE PRODUCTS AND/OR SERVICES LISTED HEREON IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF THIS AGREEMENT. PURCHASER AGREES TO MAKE PAYMENT ACCORDING TO THE TERMS OF THIS AGREEMENT AND ACCEPT RESPONSIBILITY FOR ANY APPLICABLE TAXES AND/OR DELIVERY CHARGES.

PURCHASER, BY ITS SIGNATURE, ACKNOWLEDGES THAT IT HAS READ THIS AGREEMENT, UNDERSTANDS IT, AND AGREES TO ALL ITS TERMS AND CONDITIONS.

SELLER Signature Title Date

PURCHASER Signature Title Date

Town of Amherst
Capital Improvement Project
Request Form

Department/Agency: Maintence	**Justification Code:** Efficiency
Project Title: Automated Meter Reading Equipment	**Priority:** 2

Description

Equipment is designed to boost productivity and provide fewer errors. Data entry is not a good use of maintenence staff time. Current equipment is outdated.

History Associated with Request

First request.

Impact on Future Operating Costs

Redirecting maintenene staff time to hands on repair and/or replacement of water lines, etc.
Costs to be investigated as approved.

Cost of Project

Planning/Engineering	Acquisition	Contruction	Equipment	**Project Total**

Proposed Financing for Project: County funding needed

Can the project be phased in over more than one year? (If yes fill in amount of money needed each year):

Year 1	Year 2	Year 3	Year 4	Year 5

Notes (To be used by CIP Committee)

Criteria	Ranking					Project Ranking
	5	4	3	2	1	
Federal or State Mandates	Project is required by enforceable standards within the next year.	Project is needed to bring existing component up to enforceable standards.	Project is required by enforceable standards within the next two years.	Project is not required by any law but is required to continue operations at the current level. (example; system will no longer support software version).	Project is not mandated by law or any other requirements.	1
Efficiency	Project will directly increase employee efficiency by greater than 20%	Project will directly increase employee efficiency by greater than 10%	Project will directly increase employee efficiency by greater than 5%.	Project will make daily work easier, but not necessarily save time.	Project has not impanct on employee efficiency.	5
Economic Development	Project will directly provide jobs with in the Town.	Project will attract potential business within the Town.	Project will attract new residents to locate to the Town.	Porject will revitalize and improve areas within the Town.	Project has little or no impact related to economic development.	1
Budgetary Impact	Project will provide the Town with additional revenue.	Project will provide the Town with future budget savings.	After initial cost of project there will be no impact on the budget.	Without project cost of current operations could rise (example; maintenance cost due to age of current assets).	Project will continue to requrie additional funds to operate after completion (example; additional personnel).	5
Readiness to Proceed	Project is ready now. Money has been approved (by outside sources or grants), costs estimates have been received.	Cost estimates have been received and initial planning has begun. Project is ready to start once approved and funded by the Town.	No initial planing has taken place. However, planning and prep can take place once approved and funded.	Project will still not be ready to take place until future period in time even after approval and funding.	Project is nto needed until two or more years in the future.	1
Health/Public Safety	Failure to do project presents major risk to citizens or employees.	Project could increase safety or health concerns of citizens or employees.	Project could enrich quality of lives and health within the Town.	Project could have long term effects on health or safety that is unknown at this time.	Project has no impact on health or public safety.	1
Funding	100% of funding is being received from grants or other outside sources.	Increased tax revenue received from project will help recoupe initial cost.	Grants received but will require a Town "match" in funds less than 50%.	Grants received but will require a Town "match" in funds greater than 50%.	100% of funding will come from General/Water/Sewer Fund.	2
Total for this project						16
Notes						

Town of Amherst
Capital Improvement Project
Request Form

Department/Agency: Maintenance	**Justification Code:** Improves existing servic
Project Title: Side by Side 4x4	**Priority:** 3

Description

Side by Side, 4x4

History Associated with Request

More compact transportation for water & sewer right of ways.
A possible asset to police department as well as Town events such as parades, etc.
Third request.

Impact on Future Operating Costs

Increase cost due to purchase & maintenace of equipment.

Cost of Project

Planning/Engineering	Acquisition	Contruction	Equipment	Project Total
			Side x Side	22,000.00

Proposed Financing for Project: County funding needed, Town General Fund

Can the project be phased in over more than one year? (If yes fill in amount of money needed each year):

Year 1	Year 2	Year 3	Year 4	Year 5
22,000.00				

Notes (To be used by CIP Committee)

Criteria	Ranking					Project Ranking
	5	4	3	2	1	
Federal or State Mandates	Project is required by enforceable standards within the next year.	Project is needed to bring existing component up to enforceable standards.	Project is required by enforceable standards within the next two years.	Project is not required by any law but is required to continue operations at the current level. (example; system will no longer support software version).	Project is not mandated by law or any other requirements.	
Efficiency	Project will directly increase employee efficiency by greater than 20%	Project will directly increase employee efficiency by greater than 10%	Project will directly increase employee efficiency by greater than 5%.	Project will make daily work easier, but not necessarily save time.	Project has not impanct on employee efficiency.	
Economic Development	Project will directly provide jobs with in the Town.	Project will attract potential business within the Town.	Project will attract new residents to locate to the Town.	Porject will revitalize and improve areas within the Town.	Project has little or no impact related to economic development.	
Budgetary Impact	Project will provide the Town with additional revenue.	Project will provide the Town with future budget savings.	After initial cost of project there will be no impact on the budget.	Without project cost of current operations could rise (example; maintenance cost due to age of current assets).	Project will continue to requrie additional funds to operate after completion (example; additional personnel).	
Readiness to Proceed	Project is ready now. Money has been approved (by outside sources or grants), costs estimates have been received.	Cost estimates have been received and initial planning has begun. Project is ready to start once approved and funded by the Town.	No initial planing has taken place. However, planning and prep can take place once approved and funded.	Project will still not be ready to take place until future period in time even after approval and funding.	Project is nto needed until two or more years in the future.	
Health/Public Safety	Failure to do project presents major risk to citizens or employees.	Project could increase safety or health concerns of citizens or employees.	Project could enrich quality of lives and health within the Town.	Project could have long term effects on health or safety that is unknown at this time.	Project has no impact on health or public safety.	
Funding	100% of funding is being received from grants or other outside sources.	Increased tax revenue received from project will help recoupe initial cost.	Grants received but will require a Town "match" in funds less than 50%.	Grants received but will require a Town "match" in funds greater than 50%.	100% of funding will come from General/Water/Sewer Fund.	
Total for this project						
Notes						

Town of Amherst
Capital Improvement Project
Request Form

Department/Agency: Maintenance	Justification Code: Improves Existing Service
Project Title: Mini Excavator	Priority: 2

Description

Mini excavator

History Associated with Request

2nd request

Impact on Future Operating Costs

The mini excavator will be used to repair water, sewer services and main lines. It will be used for potentional and on going Maintenance of the Park, Brockman Park and clearing right-of-ways.

Cost of Project

Planning/Engineering	Acquisition	Contruction	Equipment	Project Total
				$80,000.00

Proposed Financing for Project: County funding needed

Can the project be phased in over more than one year? (If yes fill in amount of money needed each year):

Year 1	Year 2	Year 3	Year 4	Year 5
$80,000.00				

Notes (To be used by CIP Committee)

Criteria	Ranking					Project Ranking
	5	4	3	2	1	
Federal or State Mandates	Project is required by enforceable standards within the next year.	Project is needed to bring existing component up to enforceable standards.	Project is required by enforceable standards within the next two years.	Project is not required by any law but is required to continue operations at the current level. (example; system will no longer support software version).	Project is not mandated by law or any other requirements.	
Efficiency	Project will directly increase employee efficiency by greater than 20%	Project will directly increase employee efficiency by greater than 10%	Project will directly increase employee efficiency by greater than 5%.	Project will make daily work easier, but not necessarily save time.	Project has not impanct on employee efficiency.	
Economic Development	Project will directly provide jobs with in the Town.	Project will attract potential business within the Town.	Project will attract new residents to locate to the Town.	Porject will revitalize and improve areas within the Town.	Project has little or no impact related to economic development.	
Budgetary Impact	Project will provide the Town with additional revenue.	Project will provide the Town with future budget savings.	After initial cost of project there will be no impact on the budget.	Without project cost of current operations could rise (example; maintenance cost due to age of current assets).	Project will continue to requrie additional funds to operate after completion (example; additional personnel).	
Readiness to Proceed	Project is ready now. Money has been approved (by outside sources or grants), costs estimates have been received.	Cost estimates have been received and initial planning has begun. Project is ready to start once approved and funded by the Town.	No initial planing has taken place. However, planning and prep can take place once approved and funded.	Project will still not be ready to take place until future period in time even after approval and funding.	Project is nto needed until two or more years in the future.	
Health/Public Safety	Failure to do project presents major risk to citizens or employees.	Project could increase safety or health concerns of citizens or employees.	Project could enrich quality of lives and health within the Town.	Project could have long term effects on health or safety that is unknown at this time.	Project has no impact on health or public safety.	
Funding	100% of funding is being received from grants or other outside sources.	Increased tax revenue received from project will help recoupe initial cost.	Grants received but will require a Town "match" in funds less than 50%.	Grants received but will require a Town "match" in funds greater than 50%.	100% of funding will come from General/Water/Sewer Fund.	
Total for this project						
Notes						

Town of Amherst
Capital Improvement Project
Request Form

Department/Agency: Maintenance	Justification Code: Improves Existing Service
Project Title: Additional space at Maintenance Bldg.	Priority: 2

Description

Addition educational and tempature controlled space is needed for safety meetings and a clean area for lunch breaks. Approximately 600 square feet is need at a possible cost of $200.00 per square foot. At the least an office trailor is needed for a clean lunch/education space where mice can be controlled and heat + air regulated.

History Associated with Request

This is the 3rd. request. There no upgrades since the Maintenace shop was constructed.

Impact on Future Operating Costs

There will be an increase in operating cost such as power.

Cost of Project

Planning/Engineering	Acquisition	Contruction	Equipment	Project Total
				$120,000.00

Proposed Financing for Project: County funding needed

Can the project be phased in over more than one year? (If yes fill in amount of money needed each year):

Year 1	Year 2	Year 3	Year 4	Year 5
$120,000.00				

Notes (To be used by CIP Committee)

Criteria	Ranking					Project Ranking
	5	4	3	2	1	
Federal or State Mandates	Project is required by enforceable standards within the next year.	Project is needed to bring existing component up to enforceable standards.	Project is required by enforceable standards within the next two years.	Project is not required by any law but is required to continue operations at the current level. (example; system will no longer support software version).	Project is not mandated by law or any other requirements.	
Efficiency	Project will directly increase employee efficiency by greater than 20%	Project will directly increase employee efficiency by greater than 10%	Project will directly increase employee efficiency by greater than 5%.	Project will make daily work easier, but not necessarily save time.	Project has not impanct on employee efficiency.	
Economic Development	Project will directly provide jobs with in the Town.	Project will attract potential business within the Town.	Project will attract new residents to locate to the Town.	Porject will revitalize and improve areas within the Town.	Project has little or no impact related to economic development.	
Budgetary Impact	Project will provide the Town with additional revenue.	Project will provide the Town with future budget savings.	After initial cost of project there will be no impact on the budget.	Without project cost of current operations could rise (example; maintenance cost due to age of current assets).	Project will continue to requrie additional funds to operate after completion (example; additional personnel).	
Readiness to Proceed	Project is ready now. Money has been approved (by outside sources or grants), costs estimates have been received.	Cost estimates have been received and initial planning has begun. Project is ready to start once approved and funded by the Town.	No initial planing has taken place. However, planning and prep can take place once approved and funded.	Project will still not be ready to take place until future period in time even after approval and funding.	Project is nto needed until two or more years in the future.	
Health/Public Safety	Failure to do project presents major risk to citizens or employees.	Project could increase safety or health concerns of citizens or employees.	Project could enrich quality of lives and health within the Town.	Project could have long term effects on health or safety that is unknown at this time.	Project has no impact on health or public safety.	
Funding	100% of funding is being received from grants or other outside sources.	Increased tax revenue received from project will help recoupe initial cost.	Grants received but will require a Town "match" in funds less than 50%.	Grants received but will require a Town "match" in funds greater than 50%.	100% of funding will come from General/Water/Sewer Fund.	
Total for this project						
Notes						

Town of Amherst
Capital Improvement Project
Request Form

Department/Agency: Maintenance	Justification Code: Increased Efficiency
Project Title: Compact tractor w/ bucket, Mower, backhoe	Priority: 2

Description

The addition of a compact tractor is needed due to mowing on steep areas. The tractor will be used to make repairs on water and sewer lines as well as preventive maintenance.

History Associated with Request

This is the 4th request.

Impact on Future Operating Costs

The compact tractor will increase productivity and reduce man hours.

Cost of Project

Planning/Engineering	Acquisition	Contruction	Equipment	Project Total
				$44,000.00

Proposed Financing for Project: County funding needed

Can the project be phased in over more than one year? (If yes fill in amount of money needed each year):

Year 1	Year 2	Year 3	Year 4	Year 5
$44,000.00				

Notes (To be used by CIP Committee)

Criteria	Ranking					Project Ranking
	5	4	3	2	1	
Federal or State Mandates	Project is required by enforceable standards within the next year.	Project is needed to bring existing component up to enforceable standards.	Project is required by enforceable standards within the next two years.	Project is not required by any law but is required to continue operations at the current level. (example; system will no longer support software version).	Project is not mandated by law or any other requirements.	
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Total for this project						
Notes						