

AMHERST TOWN COUNCIL
AGENDA
Wednesday, January 10, 2024
Meeting at 7:00 p.m.
Town Hall, 174 S. Main Street, Amherst, VA 24521

A. Call to Order for the Town Council– 7:00 p.m. - Mayor Tuggle

B. Pledge of Allegiance - *I pledge allegiance to the Flag of the United States of America, and to the Republic for which it stands, one Nation under God, indivisible, with liberty and justice for all.*

C. Invocation - *Any invocation that may be offered before the official start of the Amherst Town Council meeting shall be the voluntary offering to, and for, the benefit of the Council. The views or beliefs expressed by the invocation speaker have not been previously reviewed or approved by Council and do not necessarily represent the religious beliefs or views of the Council in part or as a whole. No member of the audience is required to attend or participate in the invocation, and such decision will have no impact on their right to participate actively in the business of the Council. Copies of the policy governing invocations and setting forth the procedure by which a volunteer may deliver an invocation are available upon request at the Town Hall.*

D. Public Hearings and Presentations

1. **Iron Lives (Pg. 1)-** *Allison Jordan and Derrick Brown- IRON Lives requests permission from the Town Council for street closures associated with their annual 5k event, to be held on Sunday, May 5, 2024.*

2. **Public Hearing: Comprehensive Plan Amendment for Ambler Farm (Pgs. 2-5)-** *With the decision to not proceed with the conservation easement on Ambler Farm, staff recommends that the Council consider reverting the Comprehensive Plan to its previous land uses for the property. This comes to the Council with a divided recommendation from the Planning Commission, and staff requests that the Council make a determination on the future land uses for these parcels.*

E. Citizen Comments - *Per the Town Council's policy, any individual desiring to speak before the Council who has not met the agenda deadline requirement will be allowed a maximum of three minutes to speak before the Town Council. Any individual representing a bona fide group will be allowed a maximum of five minutes to speak before the Town Council. Placement on the agenda is at the Mayor's discretion.*

F. Consent Agenda – *Items on the consent agenda can be voted on as a block if all are in agreement with the recommended action or discussed individually.*

1. **Town Council Minutes (Pgs. 5-12)** – *Drafts of the December 13th meeting minutes are **attached**. Please let Vicki Hunt know of any concerns by Wednesday morning so that any needed corrections can be presented at the meeting.*

2. **Check approval (Pgs. 13-24)-** *The check register for the month of December 2023 is **attached**. Please let Tracie Morgan know if you have any concerns by Wednesday morning so that any needed documentation will be available at the meeting. All invoices will be available for review.*

G. Correspondence and Reports

1. **Staff Reports (Pgs. 25-82)**

- a. Manager Monthly Report- **attached**
- b. Police Chief Monthly Report - **attached**
- c. Office Manager Monthly Report - **attached**
- d. Clerk of Council Monthly Report- **attached**
- e. Public Works Monthly Reports- **attached**

2. Other Reports (Pgs. 83-85)

- a. Planning Commission– *met January 3, 2024, minutes attached*
- b. Economic Development Authority- *no meeting*
- c. Robert E. Lee SWCD

H. Discussion Items

- 1. Request Appropriation for Maintenance Shop Addition- (Pgs. 86-108)-** *Tracie Morgan- Staff has been working with Mr. Driskill to use the state contract system to work with a contractor for the shop addition. While the overall price is not significantly different than the bid prices, the state contract system allows the Town to negotiate with the contractor and ensure that the end project is what the Town is seeking.*
- 2. Request Appropriation for Water Withdrawal Permit- (Pg. 109)-** *Sara McGuffin- Staff is currently working with WW Associates on our 15 year water withdrawal permit from DEQ. The associated permit fee is \$10,000. Staff requests appropriation from the water fund balance.*

I. Matters from Staff

J. Citizen Comments

K. Matters from Town Council

L. Anticipated Town Council Agenda Items for Next Month

M. Adjournment

Policy of the Town Council of the Town of Amherst
Agenda Development and Presentations to the Town Council

It is the policy of the Town Council of the Town of Amherst to meet every second Wednesday of the month at 7:00 PM in the Town Hall at 186 S. Main Street in the Town of Amherst. Inclement weather, special meetings, relocation of the meeting venue, cancellations and schedule adjustments for a variety of reasons are possible, so individuals interested in attending a Town Council meeting are encouraged to confirm that a meeting will occur as scheduled by calling the Town Hall at 434/946-7885.

Most items considered by the Town Council are routine in nature or are arranged by the Town Manager, Police Chief or Office Manager. Some items are developed and presented by members of the Town Council or any of its various committees, boards and commissions. Materials supporting such issues are to be developed and distributed to the members of the Town Council as soon as practical or, at a minimum, along with the agenda materials.

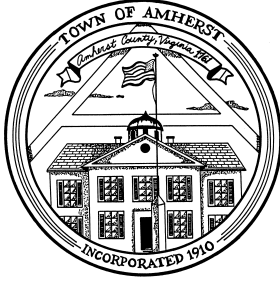
There are times when residents of the Town of Amherst, Town business operators, or other individuals desire to speak before the Town Council or request the Town Council to take action or otherwise react on a specific issue. The Town Council has found it difficult to appropriately respond in a timely manner if sufficient notice of the request is not given. Therefore, it is the policy of the Town Council of the Town of Amherst to require that a reproducible (8 ½ x 11) written description of any item to be considered be submitted to the Town Hall by 5:00 PM on the first Wednesday of the month for the meeting to be held that month. Individuals are reminded that such information becomes public information, subject to the Freedom of Information Act, upon receipt at the Town Hall.

However, the Town Council feels that Town residents and business operators have the right to address the Town Council on any issue that may involve the Town. Any individual desiring to speak before the Council who has not met the deadline requirement noted above will be allowed a maximum of three minutes to speak before the Town Council. Any individual representing a bona fide group will be allowed a maximum of five minutes to speak before the Town Council. Placement on the agenda will be at the discretion of the Mayor but usually after the invocation, scheduled public hearings and other matters of privilege.

The Town Council may waive this policy if it finds that strict adherence to its language is too restrictive.

The following is presented as an aid to those who wish to make a request or be heard by the Town Council. Requests may be made on this form or on other materials provided the documentation listed below is contained within those materials.

Name	Allison Jordan/ Derrick Brown	Date	January 3, 2024
Organization	IRON Lives	Address	1000 Jefferson Street
Phone #	866-358-4766	City/State/Zip	Lynchburg, VA 24504
Description of Issue			
IRON Lives would like to hold the annual IRON Lives 5K through the town of Amherst on Sunday May 5, 2024 at 3:00 pm.			
Action requested of Town Council			
Approval for the IRON Lives 5K			



TOWN OF AMHERST

P.O. Box 280 174 S. Main Street Amherst, VA 24521
Phone (434)946-7885 Fax (434)946-2087

To: Town Council

From: Sara McGuffin

Date: January 5, 2024

Re: Proposed Comprehensive Plan Amendment for Ambler Farm

At the last Council meeting, Council declined to accept a conservation easement on the property known as the "Ambler Farm." At a previous meeting, the Council had adopted an amendment to the Comprehensive Plan that would allow the donation of the easement to occur.

Whenever a conservation easement is created, the Zoning Administrator of the locality for the easement location must certify that the easement is consistent with the adopted Comprehensive Plan. The land use was changed so that certification could occur on the Ambler Farm property. Staff recommends considering whether the Comprehensive Plan should be re-amended to put the land use for the Ambler Farm property back to commercial uses.

If the Council's concern with the conservation easement is that there should be no conservation easement in this location, no matter who holds it, then the Comprehensive Plan should be returned to its previous state so that any easement would be excluded from this property.

If, however, Council's concern is that they did not want the Town to hold an easement, but they are open to other individuals holding a conservation easement on that property, then the Comprehensive Plan should be left as it is.

Please let me know if you have any questions about this issue.

TOWN COUNCIL OF THE TOWN OF AMHERST

MOTION:
SECOND:

Wednesday, January 10, 2024
Regular Meeting
Resolution No.: 2024-01-04

**RESOLUTION TO AMEND AND RE-ADOPT THE TOWN OF AMHERST
COMPREHENSIVE PLAN**

WHEREAS, Section 15.2-2223 of the Code of Virginia, (1950) as amended, states that the local planning commission shall prepare and recommend a comprehensive plan for the physical development of the territory within its jurisdiction; and

WHEREAS, Section 15.2-2223 of the Code of Virginia, (1950) as amended, further states that every governing body shall adopt a comprehensive plan for the territory under its jurisdiction; and

WHEREAS, the comprehensive plan shall be general in nature, in that it shall designate the general or approximate location, character, or extent of each feature shown on the plan and shall indicate where existing lands or facilities are proposed to be extended, widened, removed, relocated, vacated, narrowed, abandoned, or changed in use; and

WHEREAS, the plan may include but not be limited to, designation of areas for residential, business, industrial, agricultural, mineral resources, conservation, recreation, public service, flood plain and drainage, highways, railways, waterways, and other like facilities; and

WHEREAS, the plan may include but not be limited to, designation of community facilities such as parks, schools, playgrounds, public buildings and institutions, community centers, historical areas, an official map, zoning and subdivision ordinances and maps; and

WHEREAS, the Town Council previously amended the Future Land Map as it refers to Section 13, Land Use Profile in the Comprehensive Plan to allow for a land donation that would be developed into a park; and

WHEREAS, the Town Council has determined that there will not be a park at the previously designated area, Council would like to amend the Future Land Use Map to reflect that this area be designated for commercial purposes; and

WHEREAS, the Town Council directed the Planning Commission to review and amend Section 13 of the Comprehensive Plan and the Future Land Use Map; and

WHEREAS, at its regular meeting on January 3, 2024, the Planning Commission considered a motion to recommend approval and re-adoption of the amended Comprehensive Plan and the Future Lane Use Map as reflected in

Exhibit A. That motion failed (3 ayes, 1 nay, 2 abstain) due to a lack of a majority vote, and as such sent a divided recommendation to Council; and

WHEREAS, the Amherst Town Council caused to be published a notice of public hearing on this matter on December 21, 2023, and December 28, 2023; and

WHEREAS, the Amherst Town Council finds that the proposed plan update is consistent with the goals and objectives of the Council, good planning practices and would generally promote the health, safety and general welfare of the community.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF AMHERST, on this 10th day of January 2024, the Amherst Town Council does hereby amend and re-adopt the Town of Amherst Comprehensive Plan and Future Land Use Map, as recommended by the Planning Commission and attached as Exhibit A.

Adopted this 10th day of January 2024.

D. Dwayne Tuggle, Mayor

ATTEST:

Clerk of Council

ADOPTED BY THE AMHERST TOWN COUNCIL ON JANUARY 10, 2024.

Motion:

Second:

Mayor D. Dwayne Tuggle called a regular monthly meeting of the Amherst Town Council to order on December 13, 2023, at 7:00 P.M. in the Council Chambers of the Town Hall at 174 S. Main Street.

It was noted that a quorum was present as follows:

P	D. Dwayne Tuggle	P	Andra Higginbotham
P	Janice N. Wheaton	P	Michael Driskill
P	Sharon W. Turner	P	Kenneth S. Watts

Also present were the following staff members:

Sara E. McGuffin	Town Manager	Ryan Watts	Police Captain
Kelley Kemp	Town Attorney	Gary Williams	Director of Plants
Vicki K. Hunt	Clerk of Council	Gary P. Smith, Jr.	Plants Maintenance Supervisor
Bobby Shiflett	Police Chief	Becky Cash	Plants Operator

Recitation of the Pledge of Allegiance to the Flag was followed by an invocation by Kenneth S. Watts

Mayor Tuggle opened the floor to citizen comments.

Sonny Sundaramurthy, Town of Amherst resident, came forward in support of code amendments that would bring legally non-conforming properties to conforming properties.

Jerry Martin, Town of Amherst business owner, came forward in opposition to the existing ordinance on surface treatment of commercial driveways and parking areas which, if enforced due to a complaint, could close a business.

Steve Martin, Town of Amherst business owner, came forward in opposition of the existing code section on commercial surface treatment of driveways and parking areas expressing concern that enforcement of the existing code due to a complaint could be financially detrimental to small business owners and close businesses.

Clerk of Council Hunt read a written statement from Chad Eby, Town of Amherst resident, in favor of approval of the Deed of Gift of Easement for a future park.

Bill Kershner, Town of Amherst resident, came forward in favor of approval of the Deed of Gift of Easement for a future park to protect the beauty of the land, reminding Council that it is their job to keep good the well-being of the Town citizens as well as the economy.

Harold Thompson, Town of Amherst resident, came forward in favor of approval of the Deed of Gift of Easement for a future park sharing that the location has much to offer to Town citizens and will attract visitors to the Town.

David Thomas, Town of Amherst resident, came forward in favor of approval of the Deed of Gift of Easement for a future park providing young adults and senior citizens with activities and helping Amherst grow.

Tim Ware, Town of Amherst business owner, came forward in favor of approval of the Deed of Gift of Easement for a future park which could include bike trails and other activities as requested by Town citizens.

Barry Thompson, Town of Amherst resident, came forward in opposition to approval of the Deed of Gift of Easement for a future park requesting due diligence assessment of future cost involved in a park project.

Sara Pope, Town of Amherst resident, came forward in favor of approval of the Deed of Gift of Easement that could provide a future destination park for visitors and connection of trails.

Suny Monk, Town of Amherst resident and President of Second Stage, came forward in favor of an additional park in the Town for outdoor activities.

Bridgett Campbell, Town of Amherst resident, came forward in favor of approval of the park sharing how important it is that her children and others have a place to enjoy the outdoors.

Paul Kilgore, Town of Amherst resident, came forward in favor of approval of the Deed of Gift of Easement for a future park explaining that his intention was only to make a gift to the Town.

There being no one else listed to speak on the citizen comment sign-in sheet, or otherwise, no other comments were made.

Ms. Turner made a motion that was seconded by Mr. Driskill to approve the minutes of the meeting held on November 8, 2023, as presented.

There being no discussion, the motion carried 4-1 via the roll call method as follows:

D. Dwayne Tuggle		Andra Higginbotham	Aye
Janice N. Wheaton	Aye	Michael Driskill	Aye
Sharon Turner	Aye	Kenneth Watts	Abstain

Ms. Turner made a motion that was seconded by Mr. Higginbotham to approve the minutes of the meeting held on November 29, 2023, as presented.

There being no discussion, the motion carried 5-0 via the roll call method as follows:

D. Dwayne Tuggle		Andra Higginbotham	Aye
Janice N. Wheaton	Aye	Michael Driskill	Aye
Sharon Turner	Aye	Kenneth Watts	Aye

Ms. Turner made a motion that was seconded by Mr. Watts to approve the November 2023, check registry as presented.

There being no discussion, the motion carried 5-0 via the roll call method as follows:

D. Dwayne Tuggle		Andra Higginbotham	Aye
Janice N. Wheaton	Aye	Michael Driskill	Aye
Sharon Turner	Aye	Kenneth Watts	Aye

Town Manager McGuffin gave an update on conditions and language contained in a proposed Deed of Gift of Easement by and between Ambler Farm, L.L.C. and Town of Amherst, Virginia, conveying to the town for public purposes property consisting of 22.157 acres, more or less, located in the Town of Amherst, Amherst County, Virginia, fronting on Route 29 (South Main Street). Staff recommended approval of the Deed of Gift of Easement.

Mr. Watts made a motion that was seconded by Mr. Driskill to approve the Deed of Gift of Easement by and between Ambler Farm, L.L.C. and Town of Amherst, Virginia, conveying to the town for public purposes property consisting of 22.157 acres, more or less, located in the Town of Amherst, Amherst County, Virginia.

After discussion, the motion failed 2-3 via the roll call method as follows:

D. Dwayne Tuggle		Andra Higginbotham	Nay
Janice N. Wheaton	Nay	Michael Driskill	Aye
Sharon Turner	Nay	Kenneth Watts	Aye

Town Manager McGuffin reported that with the failure of acceptance of the Deed of Gift of Easement of 22.157 acres, staff recommends setting a public hearing on consideration of an amendment to the Town's Future Land Use, Section 13, Land Use Profile on the property from public use to B-1 Light Commercial District.

Ms. Turner made a motion that was seconded by Ms. Wheaton to hold a public hearing at the January 10, 2024, Town Council meeting on consideration of an amendment of the Town's Future Land Use, Section 13, Land Use Profile, on property generally known as the "Ambler property," and designated as tax map numbers 95-A-90, 90A, 91, and 110-A0103, from public use to B-1 Light Commercial District, as recommended by staff.

There being no discussion, the motion carried 4-1 via the roll call method as follows:

D. Dwayne Tuggle		Andra Higginbotham	Aye
Janice N. Wheaton	Aye	Michael Driskill	Aye
Sharon Turner	Aye	Kenneth Watts	Nay

Ms. Turner made a motion that was seconded by Mr. Higginbotham to reimburse Paul Kilgore for expenses he incurred related to the proposed gift of 22.157 acres located in the Town of Amherst.

Town Manager McGuffin requested that if the motion is passed that an \$18,000.00 cap be placed on the amount to be reimbursed.

Ms. Turner amended the motion, which was seconded by Mr. Higginbotham, to reimburse Paul Kilgore for expenses that he incurred related to the proposed gift not to exceed \$18,000.00.

After discussion, the motion failed 1-4 via the roll call method as follows:

D. Dwayne Tuggle		Andra Higginbotham	Nay
Janice N. Wheaton	Nay	Michael Driskill	Abstain
Sharon Turner	Aye	Kenneth Watts	Nay

Town Manager McGuffin reported that public hearings were held by the Planning Commission on August 2, 2023, and by Town Council on November 8, 2023, on consideration of a proposed amendment to the Town's zoning ordinance that, if approved, would allow more than one accessory unit on a residential lot, and on consideration of a proposed amendment to the Town's zoning ordinance that would, if approved, allow more than one dwelling unit on a lot based on the underlying zoning district and/or size of parcel. At its meeting on October 4, 2023, the Planning Commission unanimously voted to recommend approval of the amendment allowing up to two accessory units based on the underlying zoning district and/or size of parcel for a total of three dwellings on a lot. At its meeting on November 8, 2023, Town Council directed that the matter be returned to the Planning Commission for clarification on their recommendation pertaining to number of accessory dwellings allowed. On December 6, 2023, Town Manager was directed by the Planning Commission to report a divided recommendation of 4-2 that a lot may contain a single family residence containing two dwelling units and one additional building containing one dwelling unit, for a total of three dwelling units.

Ms. Turner made a motion that was seconded by Mr. Watts to approve a code amendment to enact a new code section, Dwelling Units Accessory to Single-Household Residences, allowing no more than three dwelling units contained in no more than two structures, as recommended by the Planning Commission and by staff.

After discussion, the motion carried 5-0 via the roll call method as follows:

D. Dwayne Tuggle		Andra Higginbotham	Aye
Janice N. Wheaton	Aye	Michael Driskill	Aye
Sharon Turner	Aye	Kenneth Watts	Aye

A copy of the ordinance is attached hereto and made a part of these minutes.

Town Manager McGuffin reported that The Virginia Department of Health (VDH) has granted the Town's application for drinking water construction funds under the Federal Bipartisan Infrastructure Law (BIL) and awarded funds in the amount of \$250,000.00 as principal forgiveness to assist in the required Land Service inventory. Staff recommended acceptance of the award.

Mr. Driskill made a motion that was seconded by Ms. Wheaton to accept the award of \$250,000.00 from VDH to assist in the required Land Service Inventory, as recommended by staff.

After discussion, the motion carried 5-0 via the roll call method as follows:

D. Dwayne Tuggle		Andra Higginbotham	Aye
Janice N. Wheaton	Aye	Michael Driskill	Aye
Sharon Turner	Aye	Kenneth Watts	Aye

Mayor Tuggle opened the floor to citizen comments.

There being no one listed to speak on the citizen comment sign-in sheet, or otherwise, no comments were made.

There being no further business, on motion of Mr. Higginbotham that was seconded by Ms. Wheaton the meeting adjourned at 8:17 P.M., until January 10, 2024, at 7:00 p.m.

The motion carried 5-0 as follows:

D. Dwayne Tuggle		Andra Higginbotham	Aye
Janice N. Wheaton	Aye	Michael Driskill	Aye
Sharon Turner	Aye	Kenneth S. Watts	Aye

D. Dwayne Tuggle, Mayor

Attest: _____
Clerk of Council



MOTION: Sharon Turner
SECOND: Kenneth Watts

Regular Meeting
December 13, 2023
Ord. No. 231213

ORDINANCE OF THE TOWN OF AMHERST

AN ORDINANCE AMENDING THE TOWN OF AMHERST CODE OF ORDINANCES TO ADD PROVISIONS TO CHAPTER 24 – ZONING AND SUBDIVISIONS TO INCLUDE PROVISIONS FOR DWELLING UNITS ACCESSORY TO SINGLE-HOUSEHOLD RESIDENCES.

WHEREAS, Sections 15.2-1427 and 15.2-1433 of the Code of Virginia, 1950, as may be amended from time to time, enable a local governing body to adopt, amend, and codify ordinances or portions thereof; and

WHEREAS, Sections 15.2-2280, 15.2-2285, and 15.2-2286 of the Code of Virginia, 1950, as amended, enables a local governing body to adopt and amend zoning ordinances; and

WHEREAS, this amendment of the Town of Amherst Zoning Ordinance is required to serve the public necessity, convenience, general welfare, and good zoning practice pursuant to Section 15.2-2286(A)(7) of the Code of Virginia, as amended; and

WHEREAS, the proper advertisement and public hearing was conducted as required by law; and

WHEREAS, the full text of this amendment was available for public inspection in the Town Hall located at 174 S. Main Street, Amherst, Virginia.

NOW THEREFORE, BE IT ORDAINED BY THE AMHERST TOWN COUNCIL that the Town of Amherst Zoning Ordinance is amended and reenacted as follows:

Sec. xx.xx- Dwellings units accessory to single-household residences.

Dwelling units, which include guest houses, garage apartments, additional dwellings within a home, mother-in-law dwellings, and other residential accommodations, may be established accessory to a single-household residence either in the principal dwelling or as a detached accessory structure subject to the following provisions:

- (a) Accessory dwelling units within the home shall retain the appearance of a single household residence, or be located in an accessory structure located in the rear yard and outside the required setback lines for principal structures.
- (b) The number of dwellings shall not exceed the limits established in the applicable zoning district.

- (c) One additional accessory dwelling may be allowed above the limits established in the applicable zoning ordinance, if the additional unit meets the area requirements for subdivision for the district, meets all primary dwelling setbacks, and meets the requirements for water and wastewater provision.
- (d) Accessory dwellings shall comply with all applicable parking, building coverage and density requirements.
- (e) No lot shall contain more than two accessory dwellings, for a total of three dwellings on a lot, which in the case of three total dwellings, shall be contained in no more than two structures, in that where there are a total of three dwelling units on a lot, two of them must be contained within the same structure.
- (f) Before a zoning certificate will be issued for development of an accessory dwelling unit, acceptable provision for water and wastewater must be obtained.

This ordinance was adopted on December 13, 2023.

D. Dwayne Tuggle, Mayor

ATTEST:

Clerk of the Council

Range of Checking Accts: First to Last Range of Check Dates: 12/01/23 to 12/31/23
Report Type: All Checks Report Format: Detail Check Type: Computer: Y Manual: Y Dir Deposit: Y

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void	Ref Num
PO #	Item	Description				Contract	Ref Seq Acct
GENERAL							
5793	12/08/23	ALFAL005 ALFA LAVAL INC.					228
V4-00252	1	INVOICE 3	164,241.21	502-4-94000-8002	Expenditure		29 1
				WWTP CENTRIFUGE			
5794	12/08/23	APPAL005 APPALACHIAN POWER					228
V4-00243	1	STREET LIGHTS	2,667.65	100-4-41320-5100	Expenditure		13 1
				STREETLIGHTS			
5795	12/08/23	CENTR005 CENTRAL TECHNOLOGY SOLUTIONS					228
V4-00242	1	1201-12302023	657.15	100-4-43200-5230	Expenditure		12 1
				TELECOMMUNICATION			
5796	12/08/23	DEALL005 DEAL & LACHENEY P.C.					228
V4-00244	1	OCTOBER & NOVEMBER	2,140.00	100-4-12210-3150	Expenditure		14 1
				TOWN ATTORNEY			
V4-00244	2	OCTOBER & NOVEMBER	2,140.00	100-4-12210-3150	Expenditure		15 1
				TOWN ATTORNEY			
			4,280.00				
5797	12/08/23	FIRES005 FIRE & SAFETY EQUIPMENT					228
V4-00245	1	FIRE EXT INSPEC	550.52	100-4-43200-6007	Expenditure		16 1
				REPAIR & MAINT. SUPPLIES			
5798	12/08/23	HILLH005 HILL HARDWARE CORPORATION					228
V4-00241	1	NOVEMBER STATEMENT	517.35	100-4-43200-6007	Expenditure		3 1
				REPAIR & MAINT. SUPPLIES			
V4-00241	2	NOVEMBER STATEMENT	312.50	501-4-45000-6009	Expenditure		4 1
				VEHICLE/POWER EQUIPMENT SUPPLIES			
V4-00241	3	NOVEMBER STATEMENT	787.50	501-4-45000-6007	Expenditure		5 1
				REPAIR & MAINT. SUPPLIES			
V4-00241	4	NOVEMBER STATEMENT	22.43	501-4-44000-8005	Expenditure		6 1
				EQUIPMENT			
V4-00241	5	NOVEMBER STATEMENT	22.43	502-4-44000-8005	Expenditure		7 1
				VEHICLES			
V4-00241	6	NOVEMBER STATEMENT	119.77	501-4-44000-6007	Expenditure		8 1
				REPAIR & MAINT. SUPPLIES			
V4-00241	7	NOVEMBER STATEMENT	25.00	100-4-43200-6012	Expenditure		9 1
				CHRISTMAS DECORATIONS			
V4-00241	8	NOVEMBER STATEMENT	40.00	100-4-43200-5410	Expenditure		10 1
				LEASE OF EQUIPMENT			
V4-00241	9	NOVEMBER STATEMENT	169.85	100-4-43200-6009	Expenditure		11 1
				VEHICLE/POWER EQUIPMENT SUPPLIES			
			2,016.83				
5799	12/08/23	LITTL005 LITTLETON AND ASSOCIATES, INC.					228
V4-00250	1	PAYMENT #9	93,817.25	502-4-94000-8002	Expenditure		24 1
				WWTP CENTRIFUGE			

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num	
PO #	Item	Description					Ref Seq	Acct
GENERAL Continued								
5800	12/08/23	MANSF005 MANSFIELD OIL COMPANY						228
v4-00253	1	11/16-11/30/2023	691.34	100-4-31100-6008	Expenditure		30	1
				FUEL				
v4-00253	2	11/16-11/30/2023	124.14	502-4-44000-6008	Expenditure		31	1
				FUEL/OIL				
v4-00253	3	11/16-11/30/2023	318.76	100-4-43200-6008	Expenditure		32	1
				FUEL				
			<u>1,134.24</u>					
5801	12/08/23	P-000001 JACKSON SUSAN LEE						228
24-00031	1	TAX REFUND 00065426	25.00	100-2-22000-0000	G/L		1	1
				DEFERRED REVENUE				
5802	12/08/23	PACEA005 PACE ANALYTICAL SERVICES, INC.						228
v4-00247	1	LAB TESTING	19.70	501-4-44000-3140	Expenditure		18	1
				TESTING SERVICES				
v4-00247	2	LAB TESTING	206.50	502-4-44000-3140	Expenditure		19	1
				TESTING SERVICES				
v4-00247	3	LAB TESTING	187.90	502-4-44000-3140	Expenditure		20	1
				TESTING SERVICES				
			<u>414.10</u>					
5803	12/08/23	PETER005 PETERS MACHINE & WELDING						228
v4-00240	1	WELDING	50.00	100-4-43200-6012	Expenditure		2	1
				CHRISTMAS DECORATIONS				
5804	12/08/23	SOUTH015 SOUTHERN COPIER						228
v4-00246	1	COLOR COPIES	2.25	100-4-31100-6001	Expenditure		17	1
				OFFICE SUPPLIES				
5805	12/08/23	SUPPL005 THE SUPPLY ROOM						228
v4-00254	1	ALISON OFFICE SUPPLIES	217.19	100-4-31100-6001	Expenditure		33	1
				OFFICE SUPPLIES				
5806	12/08/23	TMOBI005 T-MOBILE						228
v4-00248	1	10/15-11/14 & TABLET	249.92	100-4-43200-5230	Expenditure		21	1
				TELECOMMUNICATION				
5807	12/08/23	TRAIL005 THE TRAILER SPOT						228
v4-00255	1	CAR TRAILER	4,299.00	100-4-43200-6009	Expenditure		34	1
				VEHICLE/POWER EQUIPMENT SUPPLIES				
5808	12/08/23	VERIZ005 VERIZON						228
v4-00249	1	10/25-11/24/2023	69.73	100-4-43200-5230	Expenditure		22	1
				TELECOMMUNICATION				
v4-00249	2	10/25-11/24/2023	39.99	100-4-43200-5230	Expenditure		23	1
				TELECOMMUNICATION				
			<u>109.72</u>					
5809	12/08/23	WWASS005 WW ASSOCIATES						228
v4-00251	1	RETAINER	250.00	501-4-44000-3150	Expenditure		25	1
				PROFESSIONAL SVCS				

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num
PO #	Item	Description					Seq Acct
GENERAL			Continued				
5809	WW ASSOCIATES	Continued					
V4-00251	2	RETAINER	250.00	502-4-44000-3150	Expenditure		26 1
				PROFESSIONAL SVCS			
V4-00251	3	SCADA	5,250.00	501-4-94000-8002	Expenditure		27 1
				WATER TREATMENT PLANT IMPROVEMENTS			
V4-00251	4	CENTRIFUGE	6,750.00	502-4-94000-8002	Expenditure		28 1
				WWTP CENTRIFUGE			
			12,500.00				
5810	12/15/23	ANDER005 ANDERSON CONSTRUCTION, INC.					229
V4-00256	1	PAYMENT 31	32,812.05	501-4-94000-8002	Expenditure		2 1
				WATER TREATMENT PLANT IMPROVEMENTS			
5811	12/15/23	ANTW005 BENCHMARK SYSTEMS, INC.					229
V4-00269	1	PROCARE	428.50	100-4-12510-5600	Expenditure		23 1
				MICROSOFT OFFICE SERVICE			
V4-00269	2	OFFICE 10/16-11/15/2023	568.00	100-4-12510-5600	Expenditure		24 1
				MICROSOFT OFFICE SERVICE			
			996.50				
5812	12/15/23	CMCSU005 CMC SUPPLY, INC.					229
V4-00274	1	SUPPLIES	643.54	501-4-45000-6007	Expenditure		29 1
				REPAIR & MAINT. SUPPLIES			
5813	12/15/23	DARRY005 DARRYL DWAYNE TUGGLE					229
V4-00264	1	MILEAGE VML	78.60	100-4-12110-5501	Expenditure		10 1
				TRAVEL-MILAGE/HOTEL/CONFERENCE			
5814	12/15/23	DEPAR005 DEPARTMENT OF MOTOR VEHICLES					229
V4-00272	1	NOVEMBER STOP REMOVALS	100.00	100-4-12420-3009	Expenditure		27 1
				DMV STOPS			
5815	12/15/23	FIRES005 FIRE & SAFETY EQUIPMENT					229
V4-00257	1	FIRE INSPECTION PD	128.80	100-4-43200-6007	Expenditure		3 1
				REPAIR & MAINT. SUPPLIES			
5816	12/15/23	FISHE005 FISHER AUTO PARTS, INC					229
V4-00268	1	NOVEMBER STATEMENT	331.92	100-4-43200-6009	Expenditure		20 1
				VEHICLE/POWER EQUIPMENT SUPPLIES			
V4-00268	2	NOVEMBER STATEMENT	29.93	501-4-44000-6009	Expenditure		21 1
				VEHICLE & EQUIP SUPPLIES			
V4-00268	3	NOVEMBER STATEMENT	29.93	502-4-44000-6009	Expenditure		22 1
				VEHICLE & EQUIP SUPPLIES			
			391.78				
5817	12/15/23	GRAIN005 GRAINGER					229
V4-00266	1	GRIT PUMP CHANGE OUT	331.69	502-4-44000-6007	Expenditure		12 1
				REPAIR & MAINT. SUPPLIES-RUT. CRK.			
V4-00266	2	PLANT MAINT & UPKEEP	224.06	501-4-44000-6007	Expenditure		13 1
				REPAIR & MAINT. SUPPLIES			
			555.75				

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num	
PO #	Item	Description					Seq	Acct
GENERAL			Continued					
5818	12/15/23	HIGHP005 HIGH PEAK SPORTSWEAR, INC.					229	
V4-00259	1	KEITH 25 YEAR SHIRT	26.50	100-4-12110-5000	Expenditure		5	1
				CONTINGENCY REQUIREMENT				
5819	12/15/23	MGLPR005 MGL PRINTING SOLUTIONS					229	
V4-00275	1	W2/1099 FORMS	139.50	100-4-12420-6001	Expenditure		30	1
				OFFICE SUPPLIES				
5820	12/15/23	NEWSA005 THE NEWS & ADVANCE					229	
V4-00270	1	PUBLIC HEARING NOTICE	154.68	100-4-12110-3150	Expenditure		25	1
				PROFESSIONAL SVCS				
5821	12/15/23	PACEA005 PACE ANALYTICAL SERVICES, INC.					229	
V4-00261	1	LAB TEST 2330490739	206.50	502-4-44000-3140	Expenditure		7	1
				TESTING SERVICES				
V4-00262	1	LAB TEST 2330491174	187.90	502-4-44000-3140	Expenditure		8	1
				TESTING SERVICES				
V4-00263	1	LAB TEST 2330491956	187.90	502-4-44000-3140	Expenditure		9	1
				TESTING SERVICES				
			582.30					
5822	12/15/23	PHYSI005 PHYSICIANS TREATMENT CENTER					229	
V4-00265	1	NEW EMP DRUG SCREEN	45.00	501-4-44000-3140	Expenditure		11	1
				TESTING SERVICES				
5823	12/15/23	SUPPL005 THE SUPPLY ROOM					229	
V4-00278	1	SOAP	48.34	100-4-43200-6005	Expenditure		33	1
				JANITORIAL SUPPLIES				
5824	12/15/23	TENCA005 TENCARVA MACHINERY CO.					229	
V4-00277	1	TROUBLE SHOOT	2,649.99	502-4-45000-6007	Expenditure		32	1
				REPAIR & MAINT. SUPPLIES				
5825	12/15/23	TIGER005 TIGER FUEL CO.					229	
V4-00273	1	PROPANE	550.53	100-4-43200-5110	Expenditure		28	1
				HEATING SERVICES				
5826	12/15/23	U-000010 PIGG, RYAN					229	
24-00032	1	UTILITY REFUND Water	635.70	501-3-16080-0015	Revenue		1	1
				PREPAY UTILITIES				
5827	12/15/23	UNIVA005 UNIVAR					229	
V4-00260	1	WATER TREATMENT CHEMICALS	3,633.75	501-4-44000-6051	Expenditure		6	1
				CHEMICALS				
5828	12/15/23	VERIZ005 VERIZON					229	
V4-00271	1	12/01-01/01/2024	200.05	502-4-44000-5230	Expenditure		26	1
				TELECOMMUNICATIONS				
5829	12/15/23	VRA00005 VIRGINIA RESOURCES AUTHORITY					229	
V4-00267	1	MAIN ST W/L, 60W &WTP RENO	8,537.31	501-4-95000-9000	Expenditure		14	1
				60W W/L PRINCIPLE				

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num	
PO #	Item	Description					Seq	Acct
GENERAL			Continued					
5829		VIRGINIA RESOURCES AUTHORITY	Continued					
V4-00267	2	MAIN ST W/L, 60W &WTP RENO	5,984.65	501-4-95000-9001	Expenditure		15	1
				60W W/L INTEREST				
V4-00267	3	MAIN ST W/L, 60W &WTP RENO	39,838.51	501-4-95000-9004	Expenditure		16	1
				MAINSTREET W/L PRINCIPLE				
V4-00267	4	MAIN ST W/L, 60W &WTP RENO	21,637.33	501-4-95000-9005	Expenditure		17	1
				MAINSTREET W/L INTEREST				
V4-00267	5	MAIN ST W/L, 60W &WTP RENO	47,431.47	501-4-95000-9008	Expenditure		18	1
				WATER PLANT UPGRADES PRINCIPLES				
V4-00267	6	MAIN ST W/L, 60W &WTP RENO	39,992.62	501-4-95000-9009	Expenditure		19	1
				WATER PLANT UPGRADES INTEREST				
			163,421.89					
5830	12/15/23	VUPS0005 VA UTILITY PROTECTION SERVICE					229	
V4-00276	1	NOVEMBER TRANSMISSIONS	38.50	501-4-45000-5130	Expenditure		31	1
				MISS UTILITY				
5831	12/15/23	WWASS005 WW ASSOCIATES					229	
V4-00258	1	SUNSTE PROJECT	37,950.00	501-4-94000-8003	Expenditure		4	1
				SUNSET WATERLINE REPLACEMENT				
5832	12/21/23	AMHER035 AMHERST VOL. FIRE DEPARTMENT					230	
V4-00280	1	CONTRIBUTION/FIRE PROGRAMS	15,000.00	100-4-32200-5600	Expenditure		16	1
				FIRE DEPT CONTRIBUTIONS				
V4-00280	2	CONTRIBUTION/FIRE PROGRAMS	15,000.00	100-4-32200-5701	Expenditure		17	1
				FIRE PROGRAM GRANTS				
			30,000.00					
5833	12/21/23	APPAL005 APPALACHIAN POWER					230	
V4-00293	1	ELECTRIC TO 12/13/2023	1,126.84	100-4-43200-5100	Expenditure		37	1
				ELECTRIC				
V4-00293	2	ELECTRIC TO 12/13/2023	6,307.66	501-4-44000-5100	Expenditure		38	1
				ELECTRICAL SVCS				
V4-00293	3	ELECTRIC TO 12/13/2023	4,467.83	502-4-44000-5100	Expenditure		39	1
				ELECTRICAL SVCS-RUT CRK				
V4-00293	4	ELECTRIC TO 12/13/2023	139.76	502-4-44000-5130	Expenditure		40	1
				ELECTRICAL SVCS-PUMP STATION				
V4-00293	5	ELECTRIC TO 12/13/2023	223.16	502-4-44000-5100	Expenditure		41	1
				ELECTRICAL SVCS-RUT CRK				
V4-00293	6	ELECTRIC TO 12/13/2023	290.97	100-4-41320-5100	Expenditure		42	1
				STREETLIGHTS				
V4-00293	7	ELECTRIC TO 12/13/2023	33.38	701-4-81500-5100	Expenditure		43	1
				ELECTRICAL SERV.				
			12,589.60					
5834	12/21/23	BBTBA005 TRUIST BANK					230	
V4-00279	1	USPS RS	66.00	100-4-31100-5210	Expenditure		1	1
				POSTAGE				
V4-00279	2	TRACTOR SUPPLY CT	229.94	100-4-43200-6009	Expenditure		2	1
				VEHICLE/POWER EQUIPMENT SUPPLIES				
V4-00279	3	FOOD LION GSW	36.21	502-4-44000-6004	Expenditure		3	1
				LAB SUPPLIES				

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num
PO #	Item	Description					Seq Acct
GENERAL							
5834 TRUIST BANK			Continued				
V4-00279	4	CARHARTT/AMAZON VH	157.92	100-4-12110-5000	Expenditure		4 1
				CONTINGENCY REQUIREMENT			
V4-00279	5	CARHARTT/AMAZON VH	42.00	100-4-12110-3150	Expenditure		5 1
				PROFESSIONAL SVCS			
V4-00279	6	LOWES/WALMART GS	710.59	501-4-44000-6007	Expenditure		6 1
				REPAIR & MAINT. SUPPLIES			
V4-00279	7	PSI SERVICES GS	124.00	501-4-44000-6007	Expenditure		7 1
				REPAIR & MAINT. SUPPLIES			
V4-00279	8	OMNI SM	255.51	100-4-12110-5501	Expenditure		8 1
				TRAVEL-MILAGE/HOTEL/CONFERENCE			
V4-00279	9	OPEN PHONE/WASABI SM	24.42	100-4-12510-3150	Expenditure		9 1
				I.T. SERVICES			
V4-00279	10	SHARON OMNI	315.51	100-4-11010-5501	Expenditure		10 1
				TRAVEL-MILAGE/HOTELS/CONFERENCE			
V4-00279	11	ADOBE SM	12.99	100-4-12510-6002	Expenditure		11 1
				I.T. SUPPLIES			
V4-00279	12	SANTA SUPPLIES/RECOGN. GIFT TM	1,157.82	100-4-12110-5000	Expenditure		12 1
				CONTINGENCY REQUIREMENT			
V4-00279	13	SCANNER/HARDDRIVE TM	270.07	100-4-12420-6001	Expenditure		13 1
				OFFICE SUPPLIES			
V4-00279	14	TABLET CASE TM	15.99	501-4-44000-8005	Expenditure		14 1
				EQUIPMENT			
V4-00279	15	TABLET CASE TM	15.99	502-4-44000-8005	Expenditure		15 1
				VEHICLES			
			3,434.96				
5835 12/21/23 GFLEN005 GFL ENVIRONMENTAL							
V4-00291	1	DECEMBER SERVICE	10,534.36	514-4-43200-3160	Expenditure		230 34 1
				COLLECTION IN-TOWN			
V4-00291	2	DECEMBER SERVICE	1,461.68	514-4-43200-3170	Expenditure		35 1
				COLLECTION OUT OF TOWN			
			11,996.04				
5836 12/21/23 GRAIN005 GRAINGER							
V4-00283	1	LAB WIPES/TOWEL DISP	457.05	501-4-44000-6004	Expenditure		230 20 1
				LAB SUPPLIES			
V4-00283	2	WTP FILTER EQUIP	360.12	501-4-44000-6007	Expenditure		21 1
				REPAIR & MAINT. SUPPLIES			
V4-00283	3	WTP FILTER EQUIP	292.51	502-4-44000-6004	Expenditure		22 1
				LAB SUPPLIES			
V4-00283	4	WATER TEST REAGENTS	388.50	501-4-44000-6004	Expenditure		23 1
				LAB SUPPLIES			
			1,498.18				
5837 12/21/23 GREG005 GREGORYS GENERAL AUTO REPAIR							
V4-00289	1	INSPECTION	20.00	100-4-31100-6009	Expenditure		230 32 1
				VEHICLE/POWER EQUIPMENT SUPPLIES			
5838 12/21/23 HIGH005 HIGH PEAK SPORTSWEAR, INC.							
V4-00282	1	TOWN SHIRTS FOR STAFF	1,147.70	100-4-12110-5000	Expenditure		230 19 1
				CONTINGENCY REQUIREMENT			

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num
PO #	Item	Description					Ref Seq Acct
GENERAL			Continued				
5839	12/21/23	HILLC005 HILL CITY & WOOD CO.					230
V4-00285	1	BATHROOM SUPPLIES	200.13	501-4-44000-6004	Expenditure		25 1
				LAB SUPPLIES			
V4-00285	2	BATHROOM SUPPLIES	200.12	502-4-44000-6004	Expenditure		26 1
				LAB SUPPLIES			
			<u>400.25</u>				
5840	12/21/23	PACEA005 PACE ANALYTICAL SERVICES, INC.					230
V4-00286	1	LAB TESTING	169.30	502-4-44000-3140	Expenditure		27 1
				TESTING SERVICES			
V4-00286	2	LAB TESTING	169.30	502-4-44000-3140	Expenditure		28 1
				TESTING SERVICES			
V4-00286	3	LAB TESTING	50.20	501-4-44000-3140	Expenditure		29 1
				TESTING SERVICES			
			<u>388.80</u>				
5841	12/21/23	POSTM005 POSTMASTER, AMHERST					230
V4-00281	1	PERMIT RENEWAL	275.00	100-4-12110-5210	Expenditure		18 1
				POSTAGE			
5842	12/21/23	TRACI005 TRACIE L. MORGAN					230
V4-00288	1	REIMBURSE MASTERS COURSE	2,858.75	100-4-12420-5400	Expenditure		31 1
				TUITION REIMBURSEMENT			
5843	12/21/23	UNITE010 UNITED RENTALS, INC.					230
V4-00290	1	LIGHT TOWERS FOR PARADE	1,883.70	100-4-43200-5410	Expenditure		33 1
				LEASE OF EQUIPMENT			
5844	12/21/23	UNIVA005 UNIVAR					230
V4-00284	1	WATER CHEMICAL	2,696.10	501-4-44000-6051	Expenditure		24 1
				CHEMICALS			
5845	12/21/23	USABL005 USA BLUE BOOK					230
V4-00287	1	LAB SUPPLIES	452.96	502-4-44000-6004	Expenditure		30 1
				LAB SUPPLIES			
5846	12/21/23	VALLE005 VALLEY FASTENERS OF LYNCHBURG					230
V4-00292	1	FOR FL2 BARREL VENTING	44.80	501-4-44000-6007	Expenditure		36 1
				REPAIR & MAINT. SUPPLIES			
5847	12/28/23	CETRI005 CETRIX TECHNOLOGIES, LLC					231
V4-00309	1	GLOVES	262.00	100-4-31100-6032	Expenditure		5 1
				INVESTIGATION EXPENSE			
5848	12/28/23	COMMU005 COMMUNITY MAPS					231
V4-00305	1	MAPS	700.00	100-4-12110-5000	Expenditure		1 1
				CONTINGENCY REQUIREMENT			
5849	12/28/23	GFLN005 GFL ENVIRONMENTAL					231
V4-00306	1	SHOOTING RANGE	26.95	100-4-31100-5800	Expenditure		2 1
				FIRE RANGE FEES			

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num
PO #	Item	Description					Seq Acct
GENERAL			Continued				
5850	12/28/23	HIGHP005 HIGH PEAK SPORTSWEAR, INC.					231
V4-00310	1	KEITH 25 YEARS	12.00	100-4-12110-5000	Expenditure		6 1
				CONTINGENCY REQUIREMENT			
5851	12/28/23	LYNCH005 LYNCHBURG SPECIALTY ENGRAVING					231
V4-00307	1	KEITH 25 YEARS	50.00	100-4-12110-5000	Expenditure		3 1
				CONTINGENCY REQUIREMENT			
5852	12/28/23	MANSF005 MANSFIELD OIL COMPANY					231
V4-00311	1	FUEL 12/01-12/15/2023	694.99	100-4-31100-6008	Expenditure		7 1
				FUEL			
V4-00311	2	FUEL 12/01-12/15/2023	520.59	100-4-43200-6008	Expenditure		8 1
				FUEL			
V4-00311	3	FUEL 12/01-12/15/2023	187.18	502-4-44000-6008	Expenditure		9 1
				FUEL/OIL			
			1,402.76				
5853	12/28/23	NEWSA005 THE NEWS & ADVANCE					231
V4-00314	1	DECEMBER NOTICES	131.49	100-4-12110-3600	Expenditure		13 1
				ADVERTISING			
5854	12/28/23	PHYSI005 PHYSICIANS TREATMENT CENTER					231
V4-00308	1	FLOYTD DRUG SCREEN	45.00	100-4-31100-6010	Expenditure		4 1
				POLICE SUPPLIES			
5855	12/28/23	POSTM005 POSTMASTER, AMHERST					231
V4-00312	1	DECEMBER UTILITY MAILING	313.11	501-4-12420-5210	Expenditure		10 1
				POSTAGE			
V4-00312	2	DECEMBER UTILITY MAILING	313.12	502-4-12420-5210	Expenditure		11 1
				POSTAGE			
			626.23				
5856	12/28/23	TMOBI005 T-MOBILE					231
V4-00313	1	11/15-12/14/2023	118.44	100-4-43200-5230	Expenditure		12 1
				TELECOMMUNICATION			
5857	12/28/23	VACOR005 VACORP					231
V4-00315	1	DEC 23 HYBRID DISABILITY	24.08	100-4-12110-2500	Expenditure		14 1
				STD/LONG-TERM DISABILITY			
V4-00315	2	DEC 23 HYBRID DISABILITY	10.33	100-4-31100-2500	Expenditure		15 1
				STD/LONG-TERM DISABILITY			
V4-00315	3	DEC 23 HYBRID DISABILITY	20.36	501-4-12110-2500	Expenditure		16 1
				STD/LONG-TERM DISABILITY			
V4-00315	4	DEC 23 HYBRID DISABILITY	15.27	502-4-12110-2500	Expenditure		17 1
				STD/LONG-TERM DISABILITY			
V4-00315	5	DEC 23 HYBRID DISABILITY	1.52	514-4-12110-2500	Expenditure		18 1
				STD/LONG-TERM DISABILITY			
V4-00315	6	DEC 23 HYBRID DISABILITY	4.40	100-4-12420-2500	Expenditure		19 1
				HYBRID DISABILITY			
V4-00315	7	DEC 23 HYBRID DISABILITY	8.60	501-4-12420-2500	Expenditure		20 1
				HYBRID DISABILITY			

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num	
PO #	Item	Description					Ref Seq	Acct
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GENERAL			Continued					
5857 VACORP			Continued					
V4-00315	8	DEC 23 HYBRID DISABILITY	5.73	502-4-12420-2500	Expenditure		21	1
				HYBRID DISABILITY				
V4-00315	9	DEC 23 HYBRID DISABILITY	0.37	514-4-12420-2500	Expenditure		22	1
				HYBRID DISABILITY				
V4-00315	10	DEC 23 HYBRID DISABILITY	17.66	501-4-44000-2500	Expenditure		23	1
				LONG-TERM DISABILITY				
V4-00315	11	DEC 23 HYBRID DISABILITY	20.26	502-4-44000-2500	Expenditure		24	1
				LONG-TERM DISABILITY				
V4-00315	12	DEC 23 HYBRID DISABILITY	17.00	501-4-44000-2500	Expenditure		25	1
				LONG-TERM DISABILITY				
			<u>145.58</u>					
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Checking Account Totals			<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>		
		Checks:	65	0	606,223.07	0.00		
		Direct Deposit:	<u>0</u>	<u>0</u>	<u>0.00</u>	<u>0.00</u>		
		Total:	<u>65</u>	<u>0</u>	<u>606,223.07</u>	<u>0.00</u>		
<hr/>								
Report Totals			<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>		
		Checks:	65	0	606,223.07	0.00		
		Direct Deposit:	<u>0</u>	<u>0</u>	<u>0.00</u>	<u>0.00</u>		
		Total:	<u>65</u>	<u>0</u>	<u>606,223.07</u>	<u>0.00</u>		
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Totals by Year-Fund					
Fund Description	Fund	Expend Total	Revenue Total	G/L Total	Total
GENERAL FUND	4-100	60,136.48	0.00	25.00	60,161.48
WATER FUND	4-501	257,292.49	635.70	0.00	257,928.19
SEWER FUND	4-502	276,102.09	0.00	0.00	276,102.09
GARBAGE FUND	4-514	11,997.93	0.00	0.00	11,997.93
IDA FUND	4-701	33.38	0.00	0.00	33.38
Total of All Funds:		605,562.37	635.70	25.00	606,223.07

Totals by Fund					
Fund Description	Fund	Expend Total	Revenue Total	G/L Total	Total
GENERAL FUND	100	60,136.48	0.00	25.00	60,161.48
WATER FUND	501	257,292.49	635.70	0.00	257,928.19
SEWER FUND	502	276,102.09	0.00	0.00	276,102.09
GARBAGE FUND	514	11,997.93	0.00	0.00	11,997.93
IDA FUND	701	33.38	0.00	0.00	33.38
Total of All Funds:		605,562.37	635.70	25.00	606,223.07

Fund Description	Fund	Current	Prior Rcvd	Prior Open	Paid Prior	Fund Total
GENERAL FUND	4-100	60,136.48	0.00	0.00	0.00	60,136.48
WATER FUND	4-501	257,292.49	0.00	0.00	0.00	257,292.49
SEWER FUND	4-502	276,102.09	0.00	0.00	0.00	276,102.09
GARBAGE FUND	4-514	11,997.93	0.00	0.00	0.00	11,997.93
IDA FUND	4-701	33.38	0.00	0.00	0.00	33.38
Total of All Funds:		<u>605,562.37</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>605,562.37</u>

Town Manager Report to Council

Status of Strategic Planning Initiatives

Goals and Strategies

Goal #	Goals	Strategy #	Workshop Council Proposed Strategies - 2-year time frame
1	Develop Recreational Facilities and Entertainment Venues		
		1.a	Define the purpose and events in Downtown, Evaluate Town Square Concept (sites, purpose, etc.), including investigation of purchase of land (10 acres on North Main-Presbyterian Church), car wash property, all options, addresses Parks and 2022 Vision Survey, Town Clock
		1.b	Community Relations Committee expand /create a broad group of people; main street businesses, all others
		1.c	Signage/Promotion/for Scotts Mill Park (passive park)
Actions Taken: <ul style="list-style-type: none">Staff proposed funding in the budget for land purchase.Staff proposed additional funding for the First Responders event next year and secured donations for this year to have the biggest event thus far.Signs have been installed at the park, and the name sign is ready for unveiling.Bike racks have been purchased and installed at Town Hall and at the mini park.Staff has begun research on Town clock options and exploring best option for location.Planning Commission has held a public hearing and recommended approval of a Comprehensive Plan amendment to allow a conservation easement for the 22 acre park parcel.The Planning Commission made a determination of substantial accord for the park property and has forwarded that to the Council for consideration.Council having declined the Ambler property, staff proposes returning the land use designation to its prior use.Staff is awaiting further direction from Council.			
2	Promote Business and Economic Development		
		2.a	Update from EDA to promote industry at the Industrial Park
		2.b	Explore creation of one pad ready site and have ready by end of two years
		2.c	Evaluate business license tax/revenue
		2.d	Joint Goals and Strategies Meeting with EDA members (guidance on path forward for Economic Development in Town)
Actions Taken: <ul style="list-style-type: none">Staff has met with the new engineers to follow up on the grading plans. Staff has worked with the engineers to respond to DEQ comments. Staff has provided additional information related to existing stormwater facilities at Brockman. The revised plans will have phasing in place to allow the plans to be approved by DEQ.			

<ul style="list-style-type: none">• Staff has been seeking additional information from other localities about business licenses and also reviewing the revenue stream for business licenses to give Council more information about this issue.• The Town EDA met with the County EDA.• Staff is working with a site selector for the location of a distribution center to be located at Brockman Park.			
3	Revitalize Downtown Area		
		4.a	Investigate other towns on beautification and revitalization projects
		4.b	Investigate grants for underground lighting, new brick, trees, street lamps, greenery
		4.c	Coordinate with VDOT on sidewalk widening
		4.d	Evaluate tax incentives for beautification efforts
		4.e	See 2.d
		4.d	Explore parking space elimination to extend more public space
Action Taken: <ul style="list-style-type: none">• Staff has held an initial meeting with our VDOT Residency Engineer to discuss issues around having parking spaces eliminated and adding sidewalk space, as well as street trees.• Staff met with a consultant who has worked on several VDOT/municipality projects for streetscape improvements.			
4	Continuously Improve and Enhance Services		
		5.a	Support continuing education for employees
		5.b	Facility improvements identified in the CIP



DECEMBER 2023 MONTHLY REPORT CALLS FOR SERVICE:251 MILES PATROLLED: 4038

CALLS FOR SERVICE	NUMBER
MOTORIST ASSIST	20
ALARM	11
PHONE COMPLAINT	128
BOLO	21
MISSING PERSON	2
SHOPLIFTING	2
PROBLEM WITH OTHERS	11
DOMESTIC	1
CHECK WELFARE	12
NOISE OR DOG COMPLAINT	3
TRAFFIC CRASH	12
EMS CALLS	4
SUDDEN DEATH	2
SUSPICIOUS PERSON	5
OTHER	17
CALLS AT AMBRIAR	3

WARNINGS	NUMBER
SPEEDING	4
EQUIPMENT VIOLATION	1
RECKLESS DRIVING	
SUSPENDED LICENSE	1
INSPECTION/REGISTRATION	1
SEAT BELT / TEXTING	
ALL OTHER VIOLATIONS	

OTHER	NUMBER
ASSIST OTHER OFFICER	17
ASSIST OTHER AGENCY	16
COURT	1
REPORTS	13
SCHOOL / TRAINING	2
MEETINGS	12
TOWED / IMPOUNDED VEH	1

OFFICER INITIATED	NUMBER
BUILDING CHECKS	71
BUSINESS VISIT	113
BUILDING SEARCH	5
TRAFFIC SUMMONS	10
DRUNK IN PUBLIC	
EXTRA PATROLS/PARKS	190/7
WARRANT SERVICE	2
PROPERTY WALK AROUNDS	41
WARRANTS OBTAINED	3
PARKING TICKETS	
MISD. INVESTIGATION	4
FELONY INVESTIGATION	2
NARCOTICS INV.	1
SEARCH WARRANT	1
PUBLIC RELATIONS	15
CITIZEN CONTACT	304

TRAFFIC STOPS TICKETED	NUMBER
SPEEDING	5
EQUIPMENT VIOLATION	1
RECKLESS DRIVING	
SUSPENDED LICENSE	1
INSPECTION/REGISTRATION	2
SEAT BELT / TEXTING	
ALL OTHER VIOLATIONS	1

ARREST	NUMBER
MISDEMEANOR	1
FELONY	
EPO/PPO	3
ECO	1
NARCOTICS VIOLATION	
DUI / DUID	1



PLEASE LIST ALL PASS ON'S, INVESTIGATIONS, ARREST, IMPOUNDED VEHICLES WITH REASON AND LOCATION, AND BUSINESSES WITH OPEN DOORS OR ANY OTHER SIGNIFICANT COMPLAINTS.

MONTH OF DECEMBER 2023 ACTIVITIES:

12/1/2023- Chief Shiflett and Capt. Watts worked on setup for the Parade.

12/1/2023- All Town Officers worked the Parade.

12/5/2023- Chief Shiflett and Capt. Watts attended Sheriff Viar's Retirement Banquet.

12/5/2023- 12/6/2023- Officer Rose and K9 Sky attended K9 Training.

12/7/2023- K9 Usage for the Town- Narcotics.

12/8/2023- Chief Shiflett attended RASAC.

12/8/2023- Chief Shiflett and Capt. Watts picked up Toys at local businesses.

12/11/2023- Chief Shiflett and Capt. Watts delivered Toys to Coolwell Community Center for Social Services Distribution. (All Day).

12/13/2023- Chief Shiflett and Capt. Watts attended After Christmas Parade Meeting.

12/13/2023- Chief Shiflett and Capt. Watts attended the Council Meeting.

12/14/2023- Chief Shiflett attended the Horizon Board Meeting.

12/20/2023- K9 Usage for County- Narcotics.

Radar Recertification by all Officers



AFTER HOURS CALLS

12/3/2023	Richmond Hwy	Alarm	Building Secure
12/21/2023	Norfolk Ave	Missing Juvenile	Found
12/25/2023	Second St.	Voluntary Eval	Assist
12/26/2023	Ambriar Plaza	Alarm	Building Secure
12/27/2023	Amherst Crew Hall	Assist Other Agency	
12/29/2023	Ambriar Plaza	Alarm	Building Secure

ASSIST COUNTY CALLS



TOWN OF AMHERST

P.O. Box 280 174 S. Main Street Amherst, VA 24521
Phone (434)946-7885 Fax (434)946-2087

To: Town Council
From: Tracie Morgan
Date: January 4, 2024
Re: December 2023 Monthly Report

Utilities:

- December 2023 utility billing total was \$179,623.97.
- There were 7 disconnects for December 2023.
- Fourteen new account set-ups.
- Our online payment system now has a feature for customers to set up Auto-Pay. Notices were put on the monthly utility bills as well as advertised on the Town's Facebook page. Patty has also personally sat down with a customer to walk them through how to set this up. She is happy to help anyone else that would want to come into the office.

Accounts Payable:

- The total amount of checks cut for November bills, including payroll deductions was \$606,223.07. The majority of this amount is related to water and wastewater project payments.
- Please see attached report for full check listing.

Meals and Beverage Tax:

- 18 Businesses paid \$62,403.53 in Meals and Beverage Tax for the month of November 2023.

Revenue and Expense Report:

- The attached report shows revenue and expense totals through December 2023.

License Fee Tax:

- Please remind everyone that License Fee bills were due by December 5, 2023. If you know someone who did not receive their bill, please tell them to reach out to the front office for help or questions.
- Delinquent notices will go out in January 2024 and collection efforts will begin in February 2024.

End of Year:

- I am currently working to report end of quarter information for the fourth quarter of 2023 to the IRS, State and VEC. I hope to have W2's balanced and printed by the middle of January 2024, for a submittal deadline of January 31st.

Business License Tax:

- It is time to start thinking about Business License Tax. We already have some businesses turning in their renewal application. Formal reminders will go in the mail in late February with a due date of May 1, 2024.

Revenue Account Range: First to Last

Expend Account Range: First to Last

Print Zero YTD Activity: No

Include Non-Anticipated: Yes

Current Period: 12/01/23 to 12/31/23

Prior Year: 12/01/22 to 12/31/22

Revenue Account	Description	Prior Yr Rev	Anticipated	Curr Rev	YTD Rev	Excess/Deficit	% Real
100-3-11030-0001	PERSONAL PROPERTY TAX-CURRENT	0.00	0.00	0.00	375.00	375.00	0
100-3-11060-0002	INTEREST ON DEL TAXES	27.45	0.00	26.84	159.21	159.21	0
100-3-12010-0001	LOCAL SALES & USE TAX	12,302.54	146,400.00	13,366.11	88,554.37	57,845.63 -	60
100-3-12020-0001	CONSUMER UTILITY TAX-GAS, ELEC	2,059.94	25,000.00	2,094.57	10,594.85	14,405.15 -	42
100-3-12020-0002	ELECTRIC CONSUMPTION TAX	1,288.74	18,000.00	1,251.05	6,129.70	11,870.30 -	34
12020 Total		3,348.68	43,000.00	3,345.62	16,724.55	26,275.45 -	38
100-3-12030-0006	BUSINESS LICENSE TAX	221.90	130,000.00	61.71	28,037.44	101,962.56 -	22
100-3-12030-0007	BUSINESS LIC TAX-INTEREST & PEN	23.10	1,300.00	143.38	3,393.65	2,093.65	261
12030 Total		245.00	131,300.00	205.09	31,431.09	99,868.91 -	23
100-3-12050-0001	MOTOR VEHICLE LICENSES	247.00 -	40,000.00	133.00 -	42,775.00	2,775.00	107
100-3-12050-0002	MOTOR VEHICLE LICENSES PENALTIES/INTE	15.18	300.00	26.99	190.78	109.22 -	64
12050 Total		231.82 -	40,300.00	106.01 -	42,965.78	2,665.78	106
100-3-12060-0001	BANK STOCK FEE	0.00	70,000.00	0.00	0.00	70,000.00 -	0
100-3-12080-0001	CIGARETTE TAX	3,000.00	30,000.00	0.00	15,000.00	15,000.00 -	50
100-3-12100-0001	LODGING TAX	1,398.34	12,000.00	1,356.06	11,078.08	921.92 -	92
100-3-12110-0001	MEALS TAX	55,594.17	700,000.00	63,363.60	390,492.30	309,507.70 -	56

Town of Amherst
Statement of Revenue and Expenditures01/04/2024
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<u>Revenue Account</u>	<u>Description</u>	<u>Prior Yr Rev</u>	<u>Anticipated</u>	<u>Curr Rev</u>	<u>YTD Rev</u>	<u>Excess/Deficit</u>	<u>% Real</u>
100-3-12110-0002	MEALS TAX-PEN & INTEREST	0.00	600.00	0.00	223.47	376.53 -	37
	12110 Total	55,594.17	700,600.00	63,363.60	390,715.77	309,884.23 -	55
100-3-13030-0007	ZONING PERMITS	0.00	0.00	0.00	200.00	200.00	0
100-3-14010-0001	FINES & FORFEITURES	651.70	6,000.00	865.45	6,309.07	309.07	105
100-3-15010-0001	INTEREST ON BANK DEPOSITS	3,815.13	5,000.00	0.00	25,040.36	20,040.36	501
100-3-15010-0002	INTEREST ON INVESTMENTS	6,045.83	20,000.00	0.00	28,574.91	8,574.91	143
100-3-15010-0003	VIP UNREALIZED GAIN/LOSS	2,098.89	0.00	0.00	2,116.78 -	2,116.78 -	0
	15010 Total	11,959.85	25,000.00	0.00	51,498.49	26,498.49	205
100-3-15020-0005	TOWER LEASE	904.93	10,859.16	0.00	4,524.65	6,334.51 -	42
100-3-16030-0001	POLICE SECURITY	1,040.00	20,000.00	0.00	2,525.10	17,474.90 -	13
100-3-18030-0001	REFUNDS	58,829.59	500.00	280.00	5,084.99	4,584.99	***
100-3-18030-0005	RETURNED CHECK FEE	0.00	0.00	100.00	550.00	550.00	0
100-3-18030-0006	ACCIDENT REPORTS	10.00	250.00	30.00	125.00	125.00 -	50
100-3-18030-0007	MISC REV	5.00	0.00	0.00	53.00	53.00	0
100-3-18030-0008	COLLECTION FEE	0.00	2,000.00	127.28	864.48	1,135.52 -	43
	18030 Total	58,844.59	2,750.00	537.28	6,677.47	3,927.47	242
100-3-18990-0003	DONATIONS-POLICE	1,700.00	0.00	210.00	385.00	385.00	0
100-3-19020-0005	DMV STOP FEES	26.50	1,200.00	127.55	1,374.02	174.02	114
100-3-22010-0007	ROLLING STOCK TAX	0.00	2,400.00	0.00	2,627.62	227.62	109

Town of Amherst
Statement of Revenue and Expenditures

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<i>Revenue Account</i>	<i>Description</i>	<i>Prior Yr Rev</i>	<i>Anticipated</i>	<i>Curr Rev</i>	<i>YTD Rev</i>	<i>Excess/Deficit</i>	<i>% Real</i>
100-3-22010-0009	PERSONAL PROPERTY TAX RELIEF	0.00	17,455.92	0.00	17,455.92	0.00	100
100-3-22010-0010	RENTAL TAX	208.99	3,000.00	208.48	1,121.03	1,878.97 -	37
100-3-22010-0030	COMMUNICATION TAX FROM STATE	5,893.50	70,800.00	5,662.03	33,618.15	37,181.85 -	47
	22010 Total	6,102.49	93,655.92	5,870.51	54,822.72	38,833.20 -	58
100-3-24010-0001	DCJS GRANTS	0.00	92,000.00	0.00	0.00	92,000.00 -	0
100-3-24010-0003	STATE POLICE AID	0.00	64,664.00	17,003.00	17,003.00	47,661.00 -	26
	24010 Total	0.00	156,664.00	17,003.00	17,003.00	139,661.00 -	10
100-3-24020-0001	FIRE PROGRAM GRANT	0.00	15,000.00	15,000.00	15,000.00	0.00	100
100-3-33010-0009	DCJS FEDERAL JUSTICE FUNDS	0.00	0.00	0.00	17,003.00	17,003.00	0
100-3-33030-0003	ARPA FUNDS	0.00	0.00	0.00	71,819.10	71,819.10	0
100-3-41020-0001	SALE OF LAND/VEHICLES/BUILDINGS	0.00	0.00	100.00	600.00	600.00	0
100-3-41040-0006	FOIA REQUESTS	0.00	0.00	0.00	12.79	12.79	0
100-3-42000-0000	RESERVE	0.00	186,127.21	0.00	0.00	186,127.21 -	0
	GENERAL FUND Revenue Totals	156,914.42	1,690,856.29	121,271.10	846,758.26	844,098.03 -	50

Town of Amherst
Statement of Revenue and Expenditures

<i>Expenditure Account</i>	<i>Description</i>	<i>Prior Yr Expd</i>	<i>Budgeted</i>	<i>Current Expd</i>	<i>YTD Expended</i>	<i>Unexpended</i>	<i>% Expd</i>
100-4-11010-0000	TOWN COUNCIL	0.00	0.00	0.00	0.00	0.00	0
100-4-11010-1100	WAGES	950.00	11,400.00	950.00	5,700.00	5,700.00	50
100-4-11010-2100	FICA	72.70	872.10	72.70	436.20	435.90	50
100-4-11010-5501	TRAVEL-MILAGE/HOTELS/CONFERENCE	0.00	5,000.00	315.51	2,549.18	2,450.82	51
	11010 TOWN COUNCIL	1,022.70	17,272.10	1,338.21	8,685.38	8,586.72	50

Town of Amherst
Statement of Revenue and Expenditures

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<i>Expenditure Account</i>	<i>Description</i>	<i>Prior Yr Expd</i>	<i>Budgeted</i>	<i>Current Expd</i>	<i>YTD Expended</i>	<i>Unexpended</i>	<i>% Expd</i>
100-4-12110-0000	TOWN MANAGER	0.00	0.00	0.00	0.00	0.00	0
100-4-12110-1100	WAGES	3,641.89	54,705.81	4,005.54	25,975.99	28,729.82	47
100-4-12110-1300	PT WAGES	2,964.86	41,241.26	3,172.74	20,518.87	20,722.39	50
100-4-12110-2100	FICA	513.67	7,339.95	557.35	4,172.80	3,167.15	57
100-4-12110-2200	VRS	848.84	4,950.72	802.89	5,273.65	322.93 -	107
100-4-12110-2300	HEALTH INSURANCE	601.36	8,602.44	662.83	4,055.12	4,547.32	47
100-4-12110-2400	GROUP LIFE INSURANCE	53.08	733.06	58.31	358.08	374.98	49
100-4-12110-2500	STD/LONG-TERM DISABILITY	0.00	288.85	24.08	144.48	144.37	50
100-4-12110-2600	UNEMPLOYMENT INSURANCE	0.00	26.00	0.00	0.00	26.00	0
100-4-12110-2700	WORKER'S COMP	0.00	125.03	0.00	0.00	125.03	0
100-4-12110-3150	PROFESSIONAL SVCS	0.00	0.00	196.68	447.56	447.56 -	0
100-4-12110-3600	ADVERTISING	319.00	2,000.00	131.49	494.21	1,505.79	25
100-4-12110-5000	CONTINGENCY REQUIREMENT	2,619.50	50,726.00	3,251.94	3,770.59	46,955.41	7
100-4-12110-5210	POSTAGE	16.00	250.00	275.00	354.32	104.32 -	142
100-4-12110-5230	TELECOMMUNICATIONS	45.00	540.00	45.00	270.00	270.00	50
100-4-12110-5307	CRIME & CYBER INSURANCE	0.00	2,225.00	0.00	0.00	2,225.00	0
100-4-12110-5501	TRAVEL-MILAGE/HOTEL/CONFERENCE	151.64	3,000.00	334.11	3,215.45	215.45 -	107
100-4-12110-5810	DUES & MEMBERSHIPS	0.00	2,500.00	0.00	620.83	1,879.17	25
	12110 TOWN MANAGER	11,774.84	179,254.12	13,517.96	69,671.95	109,582.17	39

Town of Amherst
Statement of Revenue and Expenditures

<i>Expenditure Account</i>	<i>Description</i>	<i>Prior Yr Expd</i>	<i>Budgeted</i>	<i>Current Expd</i>	<i>YTD Expended</i>	<i>Unexpended</i>	<i>% Expd</i>
100-4-12210-3150	TOWN ATTORNEY	2,000.00	26,750.00	4,280.00	12,700.00	14,050.00	47

Town of Amherst
Statement of Revenue and Expenditures

<i>Expenditure Account</i>	<i>Description</i>	<i>Prior Yr Expd</i>	<i>Budgeted</i>	<i>Current Expd</i>	<i>YTD Expended</i>	<i>Unexpended</i>	<i>% Expd</i>
100-4-12240-3150	INDEPENDENT AUDITOR	0.00	20,000.00	0.00	0.00	20,000.00	0

Town of Amherst
Statement of Revenue and Expenditures

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<i>Expenditure Account</i>	<i>Description</i>	<i>Prior Yr Expd</i>	<i>Budgeted</i>	<i>Current Expd</i>	<i>YTD Expended</i>	<i>Unexpended</i>	<i>% Expd</i>
100-4-12420-0000	FINANCE DEPARTMENT	0.00	0.00	0.00	0.00	0.00	0
100-4-12420-1100	WAGES	4,099.46	49,879.28	4,094.06	25,700.76	24,178.52	52
100-4-12420-1300	PT WAGES	443.43	5,083.25	441.57	2,215.73	2,867.52	44
100-4-12420-2100	FICA	312.38	4,204.63	377.29	2,317.74	1,886.89	55
100-4-12420-2200	VRS	784.05	8,444.56	850.96	5,139.03	3,305.53	61
100-4-12420-2300	HEALTH INSURANCE	700.07	8,155.56	1,399.88	8,896.80	741.24 -	109
100-4-12420-2400	GROUP LIFE INSURANCE	57.73	668.38	67.36	399.03	269.35	60
100-4-12420-2500	HYBRID DISABILITY	0.00	0.00	4.40	26.40	26.40 -	0
100-4-12420-2600	UNEMPLOYMENT INSURANCE	0.00	41.60	0.00	6.59	35.01	16
100-4-12420-2700	WORKER'S COMP	0.00	104.04	0.00	0.00	104.04	0
100-4-12420-3009	DMV STOPS	50.00	2,000.00	100.00	1,425.00	575.00	71
100-4-12420-3150	PROFESSIONAL SVCS	0.00	3,800.00	0.00	22.86	3,777.14	1
100-4-12420-3160	BANKING SERVICE CHARGES	47.17	800.00	0.00	766.49	33.51	96
100-4-12420-3170	VIP MANAGEMENT FEE	236.35	3,500.00	0.00	0.00	3,500.00	0
100-4-12420-3320	SERVICE CONTRACTS	0.00	4,250.00	0.00	4,299.33	49.33 -	101
100-4-12420-3600	ADVERTISING	151.54	200.00	0.00	507.08	307.08 -	254
100-4-12420-5000	MISC EXP	0.00	0.00	0.00	864.99	864.99 -	0
100-4-12420-5210	POSTAGE	0.00	3,000.00	0.00	1,345.59	1,654.41	45
100-4-12420-5230	TELECOMMUNICATIONS	90.00	1,080.00	90.00	780.41	299.59	72
100-4-12420-5400	TUITION REIMBURSEMENT	2,647.25	8,000.00	2,858.75	5,506.00	2,494.00	69
100-4-12420-5501	TRAVEL-MILEAGE/HOTEL/CONFERENCE	996.72	3,000.00	0.00	592.63	2,407.37	20
100-4-12420-5810	DUES & MEMBERSHIPS	0.00	300.00	0.00	200.00	100.00	67
100-4-12420-6001	OFFICE SUPPLIES	227.08	4,000.00	409.57	1,614.28	2,385.72	40
12420 FINANCE DEPARTMENT		10,843.23	110,511.30	10,693.84	62,626.74	47,884.56	57

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<i>Expenditure Account</i>	<i>Description</i>	<i>Prior Yr Expd</i>	<i>Budgeted</i>	<i>Current Expd</i>	<i>YTD Expended</i>	<i>Unexpended</i>	<i>% Expd</i>
100-4-12510-0000	INFORMATION TECHNOLOGY	0.00	0.00	0.00	0.00	0.00	0
100-4-12510-3150	I.T. SERVICES	50.77	9,000.00	24.42	283.28	8,716.72	3
100-4-12510-3340	WEBSITE MAINTENANCE	0.00	1,000.00	0.00	450.00	550.00	45
100-4-12510-5600	MICROSOFT OFFICE SERVICE	477.25	8,000.00	996.50	4,639.75	3,360.25	58
100-4-12510-6002	I.T. SUPPLIES	12.99	5,000.00	12.99	12,748.12	7,748.12 -	255
100-4-12510-8001	I.T. EQUIPMENT	608.12	5,000.00	0.00	0.00	5,000.00	0
	12510 INFORMATION TECHNOLOGY	1,149.13	28,000.00	1,033.91	18,121.15	9,878.85	65

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<i>Expenditure Account</i>	<i>Description</i>	<i>Prior Yr Expd</i>	<i>Budgeted</i>	<i>Current Expd</i>	<i>YTD Expended</i>	<i>Unexpended</i>	<i>% Expd</i>
100-4-31100-0000	POLICE DEPARTMENT	0.00	0.00	0.00	0.00	0.00	0
100-4-31100-1100	WAGES	31,690.28	436,639.62	35,979.94	228,898.57	207,741.05	52
100-4-31100-1200	OVERTIME	127.02	8,453.09	401.92	5,205.99	3,247.10	62
100-4-31100-1300	PT WAGES	1,569.64	31,516.13	1,741.17	10,259.04	21,257.09	33
100-4-31100-1400	OTHER PAY/HOLIDAY	1,847.52	13,904.30	2,226.97	6,826.13	7,078.17	49
100-4-31100-1500	SECURITY WAGES	2,000.00	20,000.00	0.00	2,557.50	17,442.50	13
100-4-31100-2100	FICA	2,755.38	37,524.26	2,938.28	18,351.98	19,172.28	49
100-4-31100-2200	VRS	5,654.82	73,923.09	6,464.15	39,024.44	34,898.65	53
100-4-31100-2300	HEALTH INSURANCE	5,036.95	74,262.00	5,177.97	36,203.34	38,058.66	49
100-4-31100-2400	GROUP LIFE INSURANCE	454.82	5,850.97	511.65	2,895.35	2,955.62	49
100-4-31100-2500	STD/LONG-TERM DISABILITY	0.00	123.94	10.33	61.98	61.96	50
100-4-31100-2600	UNEMPLOYMENT INSURANCE	0.00	93.45	0.00	11.05	82.40	12
100-4-31100-2700	WORKER'S COMP	0.00	14,140.78	0.00	0.00	14,140.78	0
100-4-31100-2710	LODA INSURANCE	0.00	2,642.00	0.00	0.00	2,642.00	0
100-4-31100-3310	REPAIR & MAINT. SVCS	0.00	2,000.00	0.00	425.00	1,575.00	21
100-4-31100-3320	PROFESSIONAL SERVICES	91.36	4,000.00	0.00	4,000.00	0.00	100
100-4-31100-3400	CODE RED	0.00	2,700.00	0.00	0.00	2,700.00	0
100-4-31100-3600	ADVERTISING	0.00	500.00	0.00	0.00	500.00	0
100-4-31100-5210	POSTAGE	20.25	500.00	66.00	66.00	434.00	13
100-4-31100-5230	TELECOMMUNICATIONS	388.10	10,000.00	290.55	3,639.01	6,360.99	36
100-4-31100-5305	MOTOR VEHICLE INSURANCE	0.00	2,844.68	0.00	0.00	2,844.68	0
100-4-31100-5306	OTHER PROPERTY INSURANCE	0.00	163.69	0.00	0.00	163.69	0
100-4-31100-5501	TRAVEL-MILEAGE/CONFERENCE/HOTEL	0.00	5,000.00	0.00	1,682.49	3,317.51	34
100-4-31100-5700	EVENTS	0.00	12,000.00	0.00	0.00	12,000.00	0
100-4-31100-5800	FIRE RANGE FEES	0.00	3,000.00	26.95	593.56	2,406.44	20
100-4-31100-5801	ATTORNEY FEES	0.00	2,000.00	0.00	1,020.00	980.00	51
100-4-31100-5810	DUES & MEMBERSHIP	0.00	6,000.00	0.00	4,248.00	1,752.00	71
100-4-31100-6001	OFFICE SUPPLIES	608.42	3,000.00	219.44	631.44	2,368.56	21

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<i>Expenditure Account</i>	<i>Description</i>	<i>Prior Yr Expd</i>	<i>Budgeted</i>	<i>Current Expd</i>	<i>YTD Expended</i>	<i>Unexpended</i>	<i>% Expd</i>
100-4-31100-6003	CANINE SUPPLIES	119.98	4,000.00	0.00	1,209.10	2,790.90	30
100-4-31100-6008	FUEL	1,488.20	20,000.00	1,386.33	8,341.07	11,658.93	42
100-4-31100-6009	VEHICLE/POWER EQUIPMENT SUPPLIES	1,028.11	9,000.00	20.00	1,091.97	7,908.03	12
100-4-31100-6010	POLICE SUPPLIES	5,360.65	45,000.00	45.00	26,899.07	18,100.93	60
100-4-31100-6011	UNIFORMS	54.60	4,000.00	43.68	1,728.56	2,271.44	43
100-4-31100-6030	CRIME PREVENTION	0.00	5,000.00	0.00	1,534.08	3,465.92	31
100-4-31100-6032	INVESTIGATION EXPENSE	0.00	2,500.00	262.00	1,007.43	1,492.57	40
100-4-31100-8005	VEHICLES/EQUIPMENT	4,122.62	104,692.08	0.00	101,133.40	3,558.68	97
	31100 POLICE DEPARTMENT	64,418.72	966,974.08	57,812.33	509,545.55	457,428.53	53

Town of Amherst
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<i>Expenditure Account</i>	<i>Description</i>	<i>Prior Yr Expd</i>	<i>Budgeted</i>	<i>Current Expd</i>	<i>YTD Expended</i>	<i>Unexpended</i>	<i>% Expd</i>
100-4-32200-0000	CONTROL	0.00	0.00	0.00	0.00	0.00	0
100-4-32200-5600	FIRE DEPT CONTRIBUTIONS	0.00	15,000.00	15,000.00	15,000.00	0.00	100
100-4-32200-5701	FIRE PROGRAM GRANTS	0.00	15,000.00	15,000.00	15,000.00	0.00	100
	32200 CONTROL	0.00	30,000.00	30,000.00	30,000.00	0.00	100

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<i>Expenditure Account</i>	<i>Description</i>	<i>Prior Yr Expd</i>	<i>Budgeted</i>	<i>Current Expd</i>	<i>YTD Expended</i>	<i>Unexpended</i>	<i>% Expd</i>
100-4-41320-5100	STREETLIGHTS	2,809.39	26,085.79	2,958.62	14,079.92	12,005.87	54

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<i>Expenditure Account</i>	<i>Description</i>	<i>Prior Yr Expd</i>	<i>Budgeted</i>	<i>Current Expd</i>	<i>YTD Expended</i>	<i>Unexpended</i>	<i>% Expd</i>
100-4-43200-0000	GENERAL MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0
100-4-43200-1100	WAGES	2,875.76	43,140.93	3,693.23	22,218.32	20,922.61	52
100-4-43200-1300	PT WAGES	781.21	15,452.12	729.34	5,492.65	9,959.47	36
100-4-43200-1400	OTHER PAY/HOLIDAY	0.00	4,125.28	0.00	261.92	3,863.36	6
100-4-43200-2100	FICA	279.37	3,300.28	337.61	2,137.57	1,162.71	65
100-4-43200-2200	VRS	721.51	7,303.76	702.32	4,415.11	2,888.65	60
100-4-43200-2300	HEALTH INSURANCE	715.83	10,613.40	908.64	5,108.27	5,505.13	48
100-4-43200-2400	GROUP LIFE INSURANCE	44.49	578.09	55.59	412.84	165.25	71
100-4-43200-2500	HYBRID DISABILITY	0.00	100.10	0.00	0.00	100.10	0
100-4-43200-2600	UNEMPLOYMENT INSURANCE	0.00	83.20	0.00	5.39	77.81	6
100-4-43200-2700	WORKER'S COMP	0.00	146.91	0.00	237.00	90.09 -	161
100-4-43200-5100	ELECTRIC	969.30	7,702.60	1,126.84	4,346.67	3,355.93	56
100-4-43200-5110	HEATING SERVICES	355.82	4,500.00	550.53	1,040.52	3,459.48	23
100-4-43200-5120	WATER/SEWER	233.26	3,759.00	237.05	1,715.65	2,043.35	46
100-4-43200-5230	TELECOMMUNICATION	1,269.79	11,136.00	1,556.34	7,134.72	4,001.28	64
100-4-43200-5304	PROPERTY INSURANCE	0.00	358.22	0.00	0.00	358.22	0
100-4-43200-5305	MOTOR VEHICLE INSURANCE	0.00	1,126.76	0.00	0.00	1,126.76	0
100-4-43200-5306	OTHER PROPERTY INSURANCE	0.00	1,281.25	0.00	0.00	1,281.25	0
100-4-43200-5308	GENERAL LIABILITY INSURANCE	0.00	5,433.00	0.00	0.00	5,433.00	0
100-4-43200-5410	LEASE OF EQUIPMENT	0.00	7,000.00	1,923.70	1,923.70	5,076.30	27
100-4-43200-5501	TRAVEL-MILEAGE/CONFERENCE/HOTEL	0.00	3,000.00	0.00	1,018.68	1,981.32	34
100-4-43200-6001	OFFICE SUPPLIES	0.00	750.00	0.00	28.85	721.15	4
100-4-43200-6005	JANITORIAL SUPPLIES	0.00	3,000.00	48.34	292.32	2,707.68	10
100-4-43200-6007	REPAIR & MAINT. SUPPLIES	32.60	21,500.00	1,196.67	7,508.03	13,991.97	35
100-4-43200-6008	FUEL	1,088.60	20,000.00	839.35	5,412.90	14,587.10	27
100-4-43200-6009	VEHICLE/POWER EQUIPMENT SUPPLIES	656.34	24,000.00	5,030.71	6,200.37	17,799.63	26
100-4-43200-6011	UNIFORMS	0.00	2,500.00	0.00	0.00	2,500.00	0
100-4-43200-6012	CHRISTMAS DECORATIONS	2,203.67	4,000.00	75.00	3,536.72	463.28	88

<i>Expenditure Account</i>	<i>Description</i>	<i>Prior Yr Expd</i>	<i>Budgeted</i>	<i>Current Expd</i>	<i>YTD Expended</i>	<i>Unexpended</i>	<i>% Expd</i>
100-4-43200-6013	AG SUPPLIES	0.00	2,500.00	0.00	224.00	2,276.00	9
100-4-43200-8005	EQUIPMENT/VEHICLES	0.00	68,000.00	0.00	0.00	68,000.00	0
	43200 GENERAL MAINTENANCE	12,227.55	276,390.90	19,011.26	80,672.20	195,718.70	29

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<i>Expenditure Account</i>	<i>Description</i>	<i>Prior Yr Expd</i>	<i>Budgeted</i>	<i>Current Expd</i>	<i>YTD Expended</i>	<i>Unexpended</i>	<i>% Expd</i>
100-4-72100-5600	VILLAGE GARDEN CLUB CONTRI.	0.00	3,000.00	0.00	0.00	3,000.00	0

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<i>Expenditure Account</i>	<i>Description</i>	<i>Prior Yr Expd</i>	<i>Budgeted</i>	<i>Current Expd</i>	<i>YTD Expended</i>	<i>Unexpended</i>	<i>% Expd</i>
100-4-72200-5600	MUSEUM CONTRIBUTIONS	0.00	3,000.00	0.00	0.00	3,000.00	0

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<i>Expenditure Account</i>	<i>Description</i>	<i>Prior Yr Expd</i>	<i>Budgeted</i>	<i>Current Expd</i>	<i>YTD Expended</i>	<i>Unexpended</i>	<i>% Expd</i>
100-4-81100-0000	PLANNING/ZONING	0.00	0.00	0.00	0.00	0.00	0
100-4-81100-3600	ADVERTISING	0.00	0.00	0.00	345.12	345.12 -	0
100-4-81100-5810	DUES/MEMBERSHIP	0.00	1,118.00	0.00	0.00	1,118.00	0
	81100 PLANNING/ZONING	0.00	1,118.00	0.00	345.12	772.88	31

Town of Amherst
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<i>Expenditure Account</i>	<i>Description</i>	<i>Prior Yr Expd</i>	<i>Budgeted</i>	<i>Current Expd</i>	<i>YTD Expended</i>	<i>Unexpended</i>	<i>% Expd</i>
100-4-83500-5600	NEIGHBORS HELPING NEIGHBORS CONTRIB	0.00	2,500.00	0.00	2,500.00	0.00	100

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<i>Expenditure Account</i>	<i>Description</i>	<i>Prior Yr Expd</i>	<i>Budgeted</i>	<i>Current Expd</i>	<i>YTD Expended</i>	<i>Unexpended</i>	<i>% Expd</i>
100-4-92000-9000	REVENUE REFUNDS	124.65	0.00	0.00	0.00	0.00	0

Town of Amherst
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<i>Expenditure Account</i>	<i>Description</i>	<i>Prior Yr Expd</i>	<i>Budgeted</i>	<i>Current Expd</i>	<i>YTD Expended</i>	<i>Unexpended</i>	<i>% Expd</i>
	GENERAL FUND Expenditure Totals	106,370.21	1,690,856.29	140,646.13	808,948.01	881,908.28	48
100 GENERAL FUND							
		Prior		Current		YTD	
	Revenues:	156,914.42		121,271.10		846,758.26	
	Expenditures:	106,370.21		140,646.13		808,948.01	
	Net Income:	50,544.21		19,375.03 -		37,810.25	

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<i>Revenue Account</i>	<i>Description</i>	<i>Prior Yr Rev</i>	<i>Anticipated</i>	<i>Curr Rev</i>	<i>YTD Rev</i>	<i>Excess/Deficit</i>	<i>% Real</i>
501-3-16080-0005	WATER IN-TOWN BASE CHARGES	22,444.57	269,934.29	21,875.49	132,783.19	137,151.10 -	49
501-3-16080-0006	WATER OT BASE CHARGES	22,997.68	175,851.84	12,273.31	73,291.26	102,560.58 -	42
501-3-16080-0007	WATER IN-TOWN USAGE CHARGE	32,321.49	408,047.97	29,889.21	199,232.62	208,815.35 -	49
501-3-16080-0008	WATER OT USAGE CHARGES	37,344.99	291,179.13	20,352.56	120,634.80	170,544.33 -	41
501-3-16080-0009	PENALTIES	2,689.65	20,000.00	2,875.43	17,038.66	2,961.34 -	85
501-3-16080-0010	TRIP CHARGES	650.00	8,000.00	1,050.00	5,450.00	2,550.00 -	68
501-3-16080-0011	DORMANT ACCT FEE	309.17	3,715.33	310.18	1,840.85	1,874.48 -	50
501-3-16080-0012	FIRE SPRINKLERS	397.00	4,764.00	397.00	2,382.00	2,382.00 -	50
501-3-16080-0013	AVAILABILITY FEE	0.00	3,000.00	0.00	4,346.69	1,346.69	145
501-3-16080-0014	WATER CHARGES-SBC	8,025.00	131,625.12	8,025.00	48,150.00	83,475.12 -	37
501-3-16080-0015	PREPAY UTILITIES	377.79 -	0.00	635.70 -	1,772.52 -	1,772.52 -	0
501-3-16080-0016	SBC WATER CAPITAL COSTS REIMB	0.00	0.00	2,185.60	13,113.60	13,113.60	0
53	16080 Total	126,801.76	1,316,117.68	98,598.08	616,491.15	699,626.53 -	46
501-3-41060-0007	DEPOSIT-UTILITY ACCTS	900.00 -	0.00	1,500.00 -	212.48	212.48	0
501-3-42000-0000	RESERVE FUNDS	0.00	101,851.33	0.00	0.00	101,851.33 -	0
	WATER FUND Revenue Totals	125,901.76	1,417,969.01	97,098.08	616,703.63	801,265.38 -	43

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<i>Expenditure Account</i>	<i>Description</i>	<i>Prior Yr Expd</i>	<i>Budgeted</i>	<i>Current Expd</i>	<i>YTD Expended</i>	<i>Unexpended</i>	<i>% Expd</i>
501-4-12110-0000	TOWN MANAGER	0.00	0.00	0.00	0.00	0.00	0
501-4-12110-1100	WAGES	3,220.71	43,962.71	3,559.18	22,965.43	20,997.28	52
501-4-12110-1300	PT WAGES	370.60	5,058.80	396.60	2,564.90	2,493.90	51
501-4-12110-2100	FICA	289.12	3,750.15	318.54	2,048.43	1,701.72	55
501-4-12110-2200	VRS	728.64	9,232.17	745.40	4,842.14	4,390.03	52
501-4-12110-2300	HEALTH INSURANCE	340.10	4,468.80	370.52	2,223.03	2,245.77	50
501-4-12110-2400	GROUP LIFE INSURANCE	46.50	589.10	51.40	305.95	283.15	52
501-4-12110-2500	STD/LONG-TERM DISABILITY	0.00	232.11	20.36	122.16	109.95	53
	12110 TOWN MANAGER	4,995.67	67,293.84	5,462.00	35,072.04	32,221.80	52

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<i>Expenditure Account</i>	<i>Description</i>	<i>Prior Yr Expd</i>	<i>Budgeted</i>	<i>Current Expd</i>	<i>YTD Expended</i>	<i>Unexpended</i>	<i>% Expd</i>
501-4-12420-0000	FINANCE DEPARTMENT	0.00	0.00	0.00	0.00	0.00	0
501-4-12420-1100	WAGES	3,321.22	37,853.15	2,886.84	19,006.64	18,846.51	50
501-4-12420-1300	PT WAGES	886.85	9,976.48	883.13	4,431.43	5,545.05	44
501-4-12420-2100	FICA	306.43	3,658.97	267.97	1,670.54	1,988.43	46
501-4-12420-2200	VRS	510.93	6,408.54	471.31	2,868.53	3,540.01	45
501-4-12420-2300	HEALTH INSURANCE	554.43	7,820.40	231.06	1,385.85	6,434.55	18
501-4-12420-2400	GROUP LIFE INSURANCE	42.79	507.23	37.31	227.09	280.14	45
501-4-12420-2500	HYBRID DISABILITY	0.00	0.00	8.60	51.60	51.60 -	0
501-4-12420-3160	BANKING SERVICE CHARGES	0.00	200.00	0.00	0.00	200.00	0
501-4-12420-3320	SUPPORT CONTRACTS	0.00	3,600.00	0.00	3,208.33	391.67	89
501-4-12420-5210	POSTAGE	294.59	3,600.00	313.11	1,878.28	1,721.72	52
501-4-12420-6001	OFFICE SUPPLIES	0.00	2,200.00	0.00	1,723.00	477.00	78
501-4-12420-6001	12420 FINANCE DEPARTMENT	5,917.24	75,824.77	5,099.33	36,451.29	39,373.48	48

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<i>Expenditure Account</i>	<i>Description</i>	<i>Prior Yr Expd</i>	<i>Budgeted</i>	<i>Current Expd</i>	<i>YTD Expended</i>	<i>Unexpended</i>	<i>% Expd</i>
501-4-44000-0000	WATER OPERATIONAL	0.00	0.00	0.00	0.00	0.00	0
501-4-44000-1100	WAGES	12,086.86	170,869.00	17,276.22	97,656.25	73,212.75	57
501-4-44000-1200	OVERTIME	0.00	0.00	157.17	1,177.17	1,177.17 -	0
501-4-44000-1300	PT WAGES	690.88	27,299.88	1,709.13	14,526.16	12,773.72	53
501-4-44000-1400	OTHER/HOLIDAY	911.43	6,114.07	2,185.02	6,041.69	72.38	99
501-4-44000-2100	FICA	988.39	15,627.65	1,571.43	8,776.10	6,851.55	56
501-4-44000-2200	VRS	1,948.82	22,983.97	3,113.46	16,378.47	6,605.50	71
501-4-44000-2300	HEALTH INSURANCE	2,140.70	33,516.00	3,746.18	19,325.97	14,190.03	58
501-4-44000-2400	GROUP LIFE INSURANCE	156.66	2,289.62	250.11	1,307.63	981.99	57
501-4-44000-2500	LONG-TERM DISABILITY	0.00	492.41	34.66	139.96	352.45	28
501-4-44000-2600	UNEMPLOYEMENT INSURANCE	0.00	41.60	0.00	10.19	31.41	24
501-4-44000-2700	WORKER'S COMP	0.00	4,115.07	0.00	0.00	4,115.07	0
501-4-44000-3140	TESTING SERVICES	0.00	31,000.00	114.90	1,427.09	29,572.91	5
501-4-44000-3150	PROFESSIONAL SVCS	250.00	3,200.00	250.00	1,500.00	1,700.00	47
501-4-44000-3310	REPAIR & MAINT. SVCS	0.00	10,000.00	0.00	1,457.24	8,542.76	15
501-4-44000-3600	ADVERTISING	0.00	2,000.00	0.00	0.00	2,000.00	0
501-4-44000-5100	ELECTRICAL SVCS	6,965.83	47,707.13	6,307.66	32,801.43	14,905.70	69
501-4-44000-5120	WATER & SEWER	3,621.37	40,400.00	6,181.88	9,239.72	31,160.28	23
501-4-44000-5210	POSTAGE	9.90	2,000.00	0.00	8.13	1,991.87	0
501-4-44000-5230	TELECOMMUNICATIONS	267.78	5,040.00	370.55	2,327.70	2,712.30	46
501-4-44000-5301	TRAVEL-MILEAGE/HOTEL/CONFERENCE	225.00	0.00	0.00	225.00 -	225.00 -	0
501-4-44000-5304	PROPERTY INSURANCE	0.00	1,976.14	0.00	0.00	1,976.14	0
501-4-44000-5305	MOTOR VEHICLE INSURANCE	0.00	360.70	0.00	0.00	360.70	0
501-4-44000-5501	TRAVEL-MILEAGE/HOTEL/CONFERENCE	0.00	3,000.00	0.00	125.00	2,875.00	4
501-4-44000-5600	PERMITS	0.00	7,500.00	0.00	3,558.00	3,942.00	47
501-4-44000-5810	DUES & MEMBERSHIPS	0.00	2,000.00	0.00	225.00	1,775.00	11
501-4-44000-6001	OFFICE SUPPLIES	0.00	2,000.00	0.00	2,541.81	541.81 -	127
501-4-44000-6004	LAB SUPPLIES	514.18	15,000.00	1,045.68	24,718.41	9,718.41 -	165

Town of Amherst
Statement of Revenue and Expenditures

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<i>Expenditure Account</i>	<i>Description</i>	<i>Prior Yr Expd</i>	<i>Budgeted</i>	<i>Current Expd</i>	<i>YTD Expended</i>	<i>Unexpended</i>	<i>% Expd</i>
501-4-44000-6007	REPAIR & MAINT. SUPPLIES	493.53	20,000.00	1,583.34	20,059.54	59.54 -	100
501-4-44000-6008	FUEL/OIL	0.00	3,000.00	0.00	0.00	3,000.00	0
501-4-44000-6009	VEHICLE & EQUIP SUPPLIES	84.00	3,000.00	29.93	567.84	2,432.16	19
501-4-44000-6011	UNIFORMS	0.00	1,500.00	0.00	931.62	568.38	62
501-4-44000-6051	CHEMICALS	0.00	108,000.00	6,329.85	34,731.24	73,268.76	32
501-4-44000-8005	EQUIPMENT	0.00	15,000.00	38.42	167.85	14,832.15	1
	44000 WATER OPERATIONAL	31,355.33	607,033.24	52,295.59	301,952.21	305,081.03	50

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<i>Expenditure Account</i>	<i>Description</i>	<i>Prior Yr Expd</i>	<i>Budgeted</i>	<i>Current Expd</i>	<i>YTD Expended</i>	<i>Unexpended</i>	<i>% Expd</i>
501-4-45000-0000	WATER MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0
501-4-45000-1100	WAGES	7,933.00	125,683.37	8,416.68	55,148.44	70,534.93	44
501-4-45000-1200	PT WAGES	0.00	734.15	0.00	0.00	734.15	0
501-4-45000-1300	PT WAGES	64.74	1,821.68	46.88	431.16	1,390.52	24
501-4-45000-2100	FICA	623.94	9,810.30	649.19	4,264.56	5,545.74	43
501-4-45000-2200	VRS	1,359.01	21,278.19	1,527.27	9,064.11	12,214.08	43
501-4-45000-2300	HEALTH INSURANCE	1,760.03	27,930.00	1,852.59	11,284.72	16,645.28	40
501-4-45000-2400	GROUP LIFE INSURANCE	113.81	1,684.16	120.89	728.35	955.81	43
501-4-45000-2500	HYBRID DISABILITY	0.00	50.05	0.00	0.00	50.05	0
501-4-45000-2700	WORKER'S COMP	0.00	6,380.09	0.00	0.00	6,380.09	0
501-4-45000-3310	REPAIR & MAINT. SVCS	0.00	1,000.00	0.00	0.00	1,000.00	0
501-4-45000-5130	MISS UTILITY	40.95	800.00	38.50	77.00	723.00	10
501-4-45000-5305	MOTOR VEHICLE INSURANCE	0.00	1,126.76	0.00	0.00	1,126.76	0
501-4-45000-5410	LEASE OF EQUIPMENT	0.00	5,000.00	0.00	0.00	5,000.00	0
501-4-45000-5501	TRAVEL-MILEAGE/CONFERENCE/HOTEL	0.00	2,000.00	0.00	0.00	2,000.00	0
501-4-45000-5810	DUES & MEMBERSHIP	0.00	200.00	0.00	0.00	200.00	0
501-4-45000-6007	REPAIR & MAINT. SUPPLIES	4,667.07	20,000.00	1,431.04	4,870.59	15,129.41	24
501-4-45000-6009	VEHICLE/POWER EQUIPMENT SUPPLIES	0.00	0.00	312.50	312.50	312.50 -	0
501-4-45000-8005	EQUIPMENT/VEHICLES	0.00	18,000.00	0.00	37,366.50	19,366.50 -	208
45000 WATER MAINTENANCE		16,562.55	243,498.75	14,395.54	123,547.93	119,950.82	51

Town of Amherst
Statement of Revenue and Expenditures

<i>Expenditure Account</i>	<i>Description</i>	<i>Prior Yr Expd</i>	<i>Budgeted</i>	<i>Current Expd</i>	<i>YTD Expended</i>	<i>Unexpended</i>	<i>% Expd</i>
501-4-94000-0000	CONTROL	0.00	0.00	0.00	0.00	0.00	0
501-4-94000-8002	WATER TREATMENT PLANT IMPROVEMENTS	173,328.51	0.00	38,062.05	333,674.40	333,674.40 -	0
501-4-94000-8003	SUNSET WATERLINE REPLACEMENT	0.00	0.00	37,950.00	62,100.00	62,100.00 -	0
	94000 CONTROL	173,328.51	0.00	76,012.05	395,774.40	395,774.40 -	0

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<i>Expenditure Account</i>	<i>Description</i>	<i>Prior Yr Expd</i>	<i>Budgeted</i>	<i>Current Expd</i>	<i>YTD Expended</i>	<i>Unexpended</i>	<i>% Expd</i>
501-4-95000-0000	DEBT SERVICE	0.00	0.00	0.00	0.00	0.00	0
501-4-95000-9000	60W W/L PRINCIPLE	8,286.84	17,202.68	8,537.31	8,537.31	8,665.37	50
501-4-95000-9001	60W W/L INTEREST	6,235.12	11,841.24	5,984.65	5,984.65	5,856.59	51
501-4-95000-9004	MAINSTREET W/L PRINCIPLE	38,957.04	78,352.35	39,838.51	39,838.51	38,513.84	51
501-4-95000-9005	MAINSTREET W/L INTEREST	22,518.80	14,866.45	21,637.33	21,637.33	6,770.88 -	146
501-4-95000-9006	STERLING BANK DEBT REFI PRIN	8,240.64	102,248.00	0.00	25,561.71	76,686.29	25
501-4-95000-9007	STERLING BANK DEBT REFI INTEREST	2,371.12	24,960.00	0.00	6,583.48	18,376.52	26
501-4-95000-9008	WATER PLANT UPGRADES PRINCIPLES	0.00	84,247.39	47,431.47	47,431.47	36,815.92	56
501-4-95000-9009	WATER PLANT UPGRADES INTEREST	49,235.38	90,600.30	39,992.62	39,992.62	50,607.68	44
	95000 DEBT SERVICE	135,844.94	424,318.41	163,421.89	195,567.08	228,751.33	46
WATER FUND Expenditure Totals							
		368,004.24	1,417,969.01	316,686.40	1,088,364.95	329,604.06	77

501 WATER FUND	Prior	Current	YTD
Revenues:	125,901.76	97,098.08	616,703.63
Expenditures:	368,004.24	316,686.40	1,088,364.95
Net Income:	242,102.48 -	219,588.32 -	471,661.32 -

Town of Amherst
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<i>Revenue Account</i>	<i>Description</i>	<i>Prior Yr Rev</i>	<i>Anticipated</i>	<i>Curr Rev</i>	<i>YTD Rev</i>	<i>Excess/Deficit</i>	<i>% Real</i>
502-3-16080-0005	SEWER IN-TOWN BASE CHARGES	30,388.17	366,129.74	31,562.84	180,243.33	185,886.41 -	49
502-3-16080-0006	SEWER OT BASE CHARGES	27,624.17	144,879.09	9,012.57	45,862.70	99,016.39 -	32
502-3-16080-0007	SEWER IN-TOWN USAGE CHARGE	20,650.46	269,596.69	22,734.84	130,753.87	138,842.82 -	48
502-3-16080-0008	SEWER OT USAGE CHARGE	22,485.67	117,929.46	7,249.38	37,086.06	80,843.40 -	31
502-3-16080-0009	PENALTIES	2,142.10	15,000.00	2,722.37	14,065.74	934.26 -	94
502-3-16080-0011	DORMANT ACCT FEE	460.00	5,395.54	464.99	2,832.34	2,563.20 -	52
	16080 Total	103,750.57	918,930.52	73,746.99	410,844.04	508,086.48 -	44
502-3-19020-0003	SBC-RUT. CREEK OPERATIONS	0.00	50,000.00	0.00	29,890.12	20,109.88 -	60
502-3-19020-0004	SBC SEWER REHAB	0.00	11,172.00	0.00	5,586.00	5,586.00 -	50
	19020 Total	0.00	61,172.00	0.00	35,476.12	25,695.88 -	57
502-3-24040-0003	NUTRIENT CREDIT	0.00	400.00	0.00	389.47	10.53 -	97
502-3-42000-0000	RESERVE FUNDS	0.00	227,326.61	0.00	0.00	227,326.61 -	0
	SEWER FUND Revenue Totals	103,750.57	1,207,829.13	73,746.99	446,709.63	761,119.50 -	36

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<i>Expenditure Account</i>	<i>Description</i>	<i>Prior Yr Expd</i>	<i>Budgeted</i>	<i>Current Expd</i>	<i>YTD Expended</i>	<i>Unexpended</i>	<i>% Expd</i>
502-4-12110-0000	CONTROL	0.00	0.00	0.00	0.00	0.00	0
502-4-12110-1100	WAGES	2,415.53	37,524.95	2,669.38	17,224.06	20,300.89	46
502-4-12110-1300	PT WAGES	333.54	4,552.92	356.94	2,308.41	2,244.51	51
502-4-12110-2100	FICA	221.08	2,870.66	243.44	1,565.66	1,305.00	55
502-4-12110-2200	VRS	546.48	6,924.13	559.06	3,631.58	3,292.55	52
502-4-12110-2300	HEALTH INSURANCE	255.08	3,351.60	277.90	1,667.32	1,684.28	50
502-4-12110-2400	GROUP LIFE INSURANCE	34.86	441.83	38.56	229.51	212.32	52
502-4-12110-2500	STD/LONG-TERM DISABILITY	0.00	174.08	15.27	91.62	82.46	53
	12110 CONTROL	3,806.57	55,840.17	4,160.55	26,718.16	29,122.01	48

Town of Amherst
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<i>Expenditure Account</i>	<i>Description</i>	<i>Prior Yr Expd</i>	<i>Budgeted</i>	<i>Current Expd</i>	<i>YTD Expended</i>	<i>Unexpended</i>	<i>% Expd</i>
502-4-12420-0000	FINANCE DEPARTMENT	0.00	0.00	0.00	0.00	0.00	0
502-4-12420-1100	WAGES	2,607.84	30,609.39	2,374.65	15,568.54	15,040.85	51
502-4-12420-1300	PT WAGES	864.68	9,727.07	861.05	4,320.62	5,406.45	44
502-4-12420-2100	FICA	249.78	3,085.74	227.93	1,403.94	1,681.80	46
502-4-12420-2200	VRS	408.30	5,182.17	396.14	2,398.82	2,783.35	46
502-4-12420-2300	HEALTH INSURANCE	431.81	6,703.20	221.82	1,330.44	5,372.76	20
502-4-12420-2400	GROUP LIFE INSURANCE	34.20	410.16	31.35	189.84	220.32	46
502-4-12420-2500	HYBRID DISABILITY	0.00	0.00	5.73	34.38	34.38 -	0
502-4-12420-3320	SERVICE CONTRACTS	0.00	3,000.00	0.00	3,208.34	208.34 -	107
502-4-12420-5210	POSTAGE	294.59	3,700.00	313.12	1,878.31	1,821.69	51
502-4-12420-6001	OFFICE SUPPLIES	0.00	2,000.00	0.00	1,723.00	277.00	86
	12420 FINANCE DEPARTMENT	4,891.20	64,417.73	4,431.79	32,056.23	32,361.50	50

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<i>Expenditure Account</i>	<i>Description</i>	<i>Prior Yr Expd</i>	<i>Budgeted</i>	<i>Current Expd</i>	<i>YTD Expended</i>	<i>Unexpended</i>	<i>% Expd</i>
502-4-44000-0000	SEWER OPERATIONAL	0.00	0.00	0.00	0.00	0.00	0
502-4-44000-1100	WAGES	10,647.97	181,011.05	9,397.55	61,468.43	119,542.62	34
502-4-44000-1200	OVERTIME	0.00	0.00	73.56	1,079.61	1,079.61 -	0
502-4-44000-1400	OTHER/HOLIDAY	1,297.85	5,766.59	542.17	2,011.71	3,754.88	35
502-4-44000-2100	FICA	916.92	14,288.49	772.23	4,978.71	9,309.78	35
502-4-44000-2200	VRS	1,979.05	30,645.17	1,627.92	10,498.01	20,147.16	34
502-4-44000-2300	HEALTH INSURANCE	2,134.30	33,516.00	1,839.82	11,282.53	22,233.47	34
502-4-44000-2400	GROUP LIFE INSURANCE	154.24	2,425.55	136.45	833.32	1,592.23	34
502-4-44000-2500	LONG-TERM DISABILITY	0.00	224.98	20.26	119.26	105.72	53
502-4-44000-2600	UNEMPLOYMENT INSURANCE	0.00	41.60	0.00	0.00	41.60	0
502-4-44000-2700	WORKER'S COMP	0.00	3,359.10	0.00	0.00	3,359.10	0
502-4-44000-3120	SLUDGE & TRASH REMOVAL-RUT CRK.	310.00	2,000.00	0.00	0.00	2,000.00	0
502-4-44000-3140	TESTING SERVICES	1,268.44	50,666.00	1,315.30	20,860.22	29,805.78	41
502-4-44000-3150	PROFESSIONAL SVCS	250.00	3,000.00	250.00	1,500.00	1,500.00	50
502-4-44000-3310	REPAIR & MAINT. SVCS-RUT CRK	0.00	18,666.00	0.00	7,413.37	11,252.63	40
502-4-44000-3600	ADVERTISING	0.00	500.00	0.00	0.00	500.00	0
502-4-44000-5100	ELECTRICAL SVCS-RUT CRK	4,478.89	41,426.32	4,690.99	26,309.68	15,116.64	64
502-4-44000-5120	WATER, SEWER - RUT. CRK.	160.72	9,705.00	196.82	2,118.14	7,586.86	22
502-4-44000-5130	ELECTRICAL SVCS-PUMP STATION	297.69	1,785.30	139.76	693.20	1,092.10	39
502-4-44000-5140	WATER,SEWER-PUMP STATION	15.60	187.20	15.60	93.60	93.60	50
502-4-44000-5210	POSTAGE	0.00	250.00	0.00	25.04	224.96	10
502-4-44000-5230	TELECOMMUNICATIONS	268.33	4,260.00	575.60	3,052.40	1,207.60	72
502-4-44000-5304	PROPERTY INSURANCE	0.00	3,572.70	0.00	0.00	3,572.70	0
502-4-44000-5305	MOTOR VEHICLE INSURANCE	0.00	360.70	0.00	0.00	360.70	0
502-4-44000-5501	TRAVEL-MILEAGE/HOTEL/CONFERENCE	0.00	3,000.00	0.00	0.00	3,000.00	0
502-4-44000-5600	PERMITS	0.00	4,000.00	0.00	4,180.00	180.00 -	104
502-4-44000-5810	DUES & MEMBERSHIPS	0.00	2,000.00	0.00	697.00	1,303.00	35
502-4-44000-6001	OFFICE SUPPLIES	0.00	2,000.00	0.00	2,541.80	541.80 -	127

Town of Amherst
Statement of Revenue and Expenditures

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<i>Expenditure Account</i>	<i>Description</i>	<i>Prior Yr Expd</i>	<i>Budgeted</i>	<i>Current Expd</i>	<i>YTD Expended</i>	<i>Unexpended</i>	<i>% Expd</i>
502-4-44000-6004	LAB SUPPLIES	0.00	8,235.00	981.80	1,815.07	6,419.93	22
502-4-44000-6007	REPAIR & MAINT. SUPPLIES-RUT. CRK.	136.88	27,692.00	331.69	12,406.28	15,285.72	45
502-4-44000-6008	FUEL/OIL	311.12	2,000.00	311.32	1,527.51	472.49	76
502-4-44000-6009	VEHICLE & EQUIP SUPPLIES	84.00	3,000.00	29.93	150.55	2,849.45	5
502-4-44000-6011	UNIFORMS	84.23	2,000.00	0.00	561.98	1,438.02	28
502-4-44000-6051	CHEMICALS - RUT. CREEK	0.00	4,615.00	0.00	0.00	4,615.00	0
502-4-44000-8005	VEHICLES	0.00	15,000.00	38.42	167.85	14,832.15	1
	44000 SEWER OPERATIONAL	24,796.23	481,199.75	23,287.19	178,385.27	302,814.48	37

Town of Amherst
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<i>Expenditure Account</i>	<i>Description</i>	<i>Prior Yr Expd</i>	<i>Budgeted</i>	<i>Current Expd</i>	<i>YTD Expended</i>	<i>Unexpended</i>	<i>% Expd</i>
502-4-45000-0000	SEWER MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0
502-4-45000-1100	WAGES	7,933.00	125,304.20	8,416.68	55,148.44	70,155.76	44
502-4-45000-1300	PT WAGES	64.74	734.15	46.88	431.16	302.99	59
502-4-45000-1400	OTHER PAY/HOLIDAY	0.00	1,821.68	0.00	0.00	1,821.68	0
502-4-45000-2100	FICA	623.94	9,781.29	649.19	4,264.56	5,516.73	44
502-4-45000-2200	VRS	1,359.01	21,214.00	1,527.27	9,064.11	12,149.89	43
502-4-45000-2300	HEALTH INSURANCE	1,760.03	27,818.28	1,852.59	11,284.72	16,533.56	41
502-4-45000-2400	GROUP LIFE INSURANCE	113.81	1,679.07	120.89	728.35	950.72	43
502-4-45000-2500	HYBRID DISABILITY	0.00	48.05	0.00	0.00	48.05	0
502-4-45000-5305	MOTOR VEHICLE INSURANCE	0.00	1,126.76	0.00	0.00	1,126.76	0
502-4-45000-5410	LEASE OF EQUIPMENT	0.00	5,000.00	0.00	0.00	5,000.00	0
502-4-45000-6007	REPAIR & MAINT. SUPPLIES	0.00	8,000.00	2,649.99	13,475.30	5,475.30 -	168
502-4-45000-8005	EQUIPMENT/VEHICLES	0.00	18,000.00	0.00	37,366.50	19,366.50 -	208
60	45000 SEWER MAINTENANCE	11,854.53	220,527.48	15,263.49	131,763.14	88,764.34	60

Town of Amherst
Statement of Revenue and Expenditures

<i>Expenditure Account</i>	<i>Description</i>	<i>Prior Yr Expd</i>	<i>Budgeted</i>	<i>Current Expd</i>	<i>YTD Expended</i>	<i>Unexpended</i>	<i>% Expd</i>
502-4-94000-0000	CAPITAL PROJECTS	0.00	0.00	0.00	0.00	0.00	0
502-4-94000-8000	SLIPLINING PROJECT	135,727.00	0.00	0.00	0.00	0.00	0
502-4-94000-8002	WWTP CENTRIFUGE	24,148.83	0.00	264,808.46	953,467.21	953,467.21 -	0
	94000 CAPITAL PROJECTS	159,875.83	0.00	264,808.46	953,467.21	953,467.21 -	0

Town of Amherst
Statement of Revenue and Expenditures

01/04/2024
01:58 PM

<i>Expenditure Account</i>	<i>Description</i>	<i>Prior Yr Expd</i>	<i>Budgeted</i>	<i>Current Expd</i>	<i>YTD Expended</i>	<i>Unexpended</i>	<i>% Expd</i>
502-4-95000-0000	DEBT SERVICE	0.00	0.00	0.00	0.00	0.00	0
502-4-95000-9002	STERLING BANK WWTP REFI PRIN	17,511.33	217,275.00	0.00	54,318.67	162,956.33	25
502-4-95000-9003	STERLING BANK WWTP REFI INTEREST	5,038.63	53,033.00	0.00	13,939.44	39,093.56	26
502-4-95000-9004	SEWER REHAB PRINCIPLE	5,814.93	70,017.22	0.00	17,351.66	52,665.56	25
502-4-95000-9005	SEWER REHAB INTEREST	3,813.07	45,518.78	0.00	11,530.56	33,988.22	25
	95000 DEBT SERVICE	32,177.96	385,844.00	0.00	97,140.33	288,703.67	25
	SEWER FUND Expenditure Totals	237,402.32	1,207,829.13	311,951.48	1,419,530.34	211,701.21 -	118

502 SEWER FUND

	<i>Prior</i>	<i>Current</i>	<i>YTD</i>
Revenues:	103,750.57	73,746.99	446,709.63
Expenditures:	237,402.32	311,951.48	1,419,530.34
Net Income:	133,651.75 -	238,204.49 -	972,820.71 -

Town of Amherst
Statement of Revenue and Expenditures

01/04/2024
01:58 PM

<i>Revenue Account</i>	<i>Description</i>	<i>Prior Yr Rev</i>	<i>Anticipated</i>	<i>Curr Rev</i>	<i>YTD Rev</i>	<i>Excess/Deficit</i>	<i>% Real</i>
514-3-16080-0005	GARBAGE IT CHARGES	9,931.14	138,492.00	11,737.20	70,219.24	68,272.76 -	51
514-3-16080-0006	GARBAGE OT CHARGES	1,452.20	19,944.00	1,644.00	9,980.34	9,963.66 -	50
514-3-16080-0009	PENALTIES	349.75	5,000.00	464.65	2,736.06	2,263.94 -	55
	16080 Total	11,733.09	163,436.00	13,845.85	82,935.64	80,500.36 -	50
	GARBAGE FUND Revenue Totals	11,733.09	163,436.00	13,845.85	82,935.64	80,500.36 -	50

Town of Amherst
Statement of Revenue and Expenditures

01/04/2024
01:58 PM

<i>Expenditure Account</i>	<i>Description</i>	<i>Prior Yr Expd</i>	<i>Budgeted</i>	<i>Current Expd</i>	<i>YTD Expended</i>	<i>Unexpended</i>	<i>% Expd</i>
514-4-12110-0000	TOWN MANAGER	0.00	0.00	0.00	0.00	0.00	0
514-4-12110-1100	WAGES	241.56	3,297.20	266.94	1,722.39	1,574.81	52
514-4-12110-1300	PT WAGES	37.08	505.88	39.64	256.38	249.50	51
514-4-12110-2100	FICA	22.39	290.94	24.66	158.59	132.35	55
514-4-12110-2200	VRS	54.66	692.41	55.90	363.10	329.31	52
514-4-12110-2300	HEALTH INSURANCE	25.51	335.16	27.78	166.69	168.47	50
514-4-12110-2400	GROUP LIFE INSURANCE	3.48	44.18	3.86	22.97	21.21	52
514-4-12110-2500	STD/LONG-TERM DISABILITY	0.00	17.41	1.52	9.12	8.29	52
514-4-12110-5000	CONTINGENCY	0.00	678.34	0.00	0.00	678.34	0
	12110 TOWN MANAGER	384.68	5,861.52	420.30	2,699.24	3,162.28	46

Town of Amherst
Statement of Revenue and Expenditures

01/04/2024
01:58 PM

<i>Expenditure Account</i>	<i>Description</i>	<i>Prior Yr Expd</i>	<i>Budgeted</i>	<i>Current Expd</i>	<i>YTD Expended</i>	<i>Unexpended</i>	<i>% Expd</i>
514-4-12420-0000	FINANCE DEPARTMENT	0.00	0.00	0.00	0.00	0.00	0
514-4-12420-1100	WAGES	141.62	1,600.93	121.47	800.72	800.21	50
514-4-12420-1300	PT WAGES	22.16	249.41	22.07	110.79	138.62	44
514-4-12420-2100	FICA	11.93	141.55	10.17	64.84	76.71	46
514-4-12420-2200	VRS	21.68	271.05	19.71	120.13	150.92	44
514-4-12420-2300	HEALTH INSURANCE	23.69	335.16	9.24	55.41	279.75	17
514-4-12420-2400	GROUP LIFE INSURANCE	1.82	21.45	1.56	9.51	11.94	44
514-4-12420-2500	HYBRID DISABILITY	0.00	0.00	0.37	2.22	2.22 -	0
	12420 FINANCE DEPARTMENT	222.90	2,619.55	184.59	1,163.62	1,455.93	44

Town of Amherst
Statement of Revenue and Expenditures

<i>Expenditure Account</i>	<i>Description</i>	<i>Prior Yr Expd</i>	<i>Budgeted</i>	<i>Current Expd</i>	<i>YTD Expended</i>	<i>Unexpended</i>	<i>% Expd</i>
514-4-43200-0000	CONTROL	0.00	0.00	0.00	0.00	0.00	0
514-4-43200-3160	COLLECTION IN-TOWN	0.00	129,646.32	10,534.36	63,206.16	66,440.16	49
514-4-43200-3170	COLLECTION OUT OF TOWN	0.00	20,865.61	1,461.68	8,770.08	12,095.53	42
	43200 CONTROL	0.00	150,511.93	11,996.04	71,976.24	78,535.69	48

Town of Amherst
Statement of Revenue and Expenditures

01/04/2024
01:58 PM

<i>Expenditure Account</i>	<i>Description</i>	<i>Prior Yr Expd</i>	<i>Budgeted</i>	<i>Current Expd</i>	<i>YTD Expended</i>	<i>Unexpended</i>	<i>% Expd</i>
514-4-45000-0000	GARBAGE MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0
514-4-45000-1100	WAGES	176.29	2,961.48	187.05	1,225.67	1,735.81	41
514-4-45000-1400	OTHER PAY/HOLIDAYS	0.00	40.48	0.00	0.00	40.48	0
514-4-45000-2100	FICA	13.76	229.65	14.35	94.05	135.60	41
514-4-45000-2200	VRS	30.21	501.38	33.94	201.46	299.92	40
514-4-45000-2300	HEALTH INSURANCE	39.11	670.32	41.18	250.79	419.53	37
514-4-45000-2400	GROUP LIFE INSURANCE	2.53	39.69	2.69	16.19	23.50	41
	45000 GARBAGE MAINTENANCE	261.90	4,443.00	279.21	1,788.16	2,654.84	40
	GARBAGE FUND Expenditure Totals	869.48	163,436.00	12,880.14	77,627.26	85,808.74	48

514 GARBAGE FUND

	<i>Prior</i>	<i>Current</i>	<i>YTD</i>
Revenues:	11,733.09	13,845.85	82,935.64
Expenditures:	869.48	12,880.14	77,627.26
Net Income:	10,863.61	965.71	5,308.38

Town of Amherst
Statement of Revenue and Expenditures

<i>Revenue Account</i>	<i>Description</i>	<i>Prior Yr Rev</i>	<i>Anticipated</i>	<i>Curr Rev</i>	<i>YTD Rev</i>	<i>Excess/Deficit</i>	<i>% Real</i>
701-3-41030-0001	BP RECOUPMENT REV	0.00	28,456.73	0.00	0.00	28,456.73 -	0
701-3-41040-0001	BOND ISSUE	0.00	5,148.76	0.00	5,148.76	0.00	100
701-3-41060-0001	HOME OWNERS REIM	0.00	2,815.14	0.00	0.00	2,815.14 -	0
	IDA FUND Revenue Totals	0.00	36,420.63	0.00	5,148.76	31,271.87 -	14

Town of Amherst
Statement of Revenue and Expenditures

<i>Expenditure Account</i>	<i>Description</i>	<i>Prior Yr Expd</i>	<i>Budgeted</i>	<i>Current Expd</i>	<i>YTD Expended</i>	<i>Unexpended</i>	<i>% Expd</i>
701-4-45000-0000	CONTROL	0.00	0.00	0.00	0.00	0.00	0
701-4-45000-1300	PT WAGES	776.88	8,809.82	562.58	5,173.84	3,635.98	59
701-4-45000-2100	FICA	59.44	673.95	43.04	395.79	278.16	59
701-4-45000-2700	WORKER'S COMP	0.00	254.02	0.00	0.00	254.02	0
701-4-45000-8005	CAPITAL	0.00	18,000.00	0.00	0.00	18,000.00	0
	45000 CONTROL	836.32	27,737.79	605.62	5,569.63	22,168.16	20

Town of Amherst
Statement of Revenue and Expenditures

<i>Expenditure Account</i>	<i>Description</i>	<i>Prior Yr Expd</i>	<i>Budgeted</i>	<i>Current Expd</i>	<i>YTD Expended</i>	<i>Unexpended</i>	<i>% Expd</i>
701-4-81500-0000	ECONOMIC DEVELOPMENT	0.00	0.00	0.00	0.00	0.00	0
701-4-81500-5100	ELECTRICAL SERV.	14.63	180.00	33.38	167.04	12.96	93
701-4-81500-5810	DUES AND MEMBERSHIP	0.00	2,800.00	0.00	2,690.00	110.00	96
701-4-81500-9200	TRANSFER TO IDA FUND	0.00	5,702.84	0.00	0.00	5,702.84	0
	81500 ECONOMIC DEVELOPMENT	14.63	8,682.84	33.38	2,857.04	5,825.80	33

Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
	IDA FUND Expenditure Totals	850.95	36,420.63	639.00	8,426.67	27,993.96	23
701 IDA FUND							
		Prior		Current		YTD	
	Revenues:	0.00		0.00		5,148.76	
	Expenditures:	850.95		639.00		8,426.67	
	Net Income:	850.95 -		639.00 -		3,277.91 -	

Grand Totals	Prior	Current	YTD
Revenues:	398,299.84	305,962.02	1,998,255.92
Expenditures:	713,497.20	782,803.15	3,402,897.23
Net Income:	315,197.36 -	476,841.13 -	1,404,641.31 -

CLERK OF COUNCIL REPORT DECEMBER 2023

COMMITTEE MEETINGS

Planning Commission

Regular Meeting 12/06/23: Receive and review agenda materials; assemble packet for meeting; post agenda packet to website; prepare for and attend meeting; draft minutes for approval; post to Town website.

Town Council

Regular Meeting 12/13/23: Receive and review agenda materials; assemble packet for meeting; post agenda packet to website; prepare for and attend meeting; draft minutes for approval; post to Town website.

TOWN WEBSITE DESIGN AND CONTENT MANAGEMENT

Administration of website generating and continuously uploading information/documents; revising and adding website pages with latest information and links to documents and/or outside sites; examining traffic through the site; design for overall look and feel of the site, including photos, color, graphics, and layout; creating, editing, posting, updating, and cleaning up outdated content.

TOWN FACEBOOK ADMINISTRATOR

- Create content and/or design for posting on Facebook with links to Town Website, including town meetings, Christmas parade and post-parade event information, autopay step-by-step instructions, trash and recycle changes, and town hall closing dates
- Share links to community news and events; Monitor feedback.

FREEDOM OF INFORMATION ACT

Three (3) requests:

- Receive, review, and respond to requestors

CHRISTMAS PARADE

Finalize parade details including parade order and parade reference maps; finalize participant information booklet for emcees; numerous emails and phone calls with participants, vendors, entertainment, and other; Attend pre-parade and parade events; announce parade and decoration contest winners; schedule and attend post-parade meeting

OTHER:

- Convert and post audio recording of meeting to website
- Prepare/draft miscellaneous legal ads; correspond with News and Advance; prepare and post public hearing notices
- Order and pick up employee Christmas gifts
- Prepare Town Meetings, Town Holidays, and Trash and Recycle 2024 Calendars
- Miscellaneous phone calls, correspondence; miscellaneous research.
- Prepare miscellaneous purchase orders.

Town of Amherst Committees Report– December 31, 2023 - See Attached.

Town of Amherst Committees as of December 31, 2023

Appointed/Term Expires

TOWN COUNCIL

D. Dwayne Tuggle, Mayor	01/01/23	12/31/26
Kenneth S. Watts	11/16/23	12/31/24
Michael Driskill	01/01/23	12/31/24
Sharon W. Turner	01/01/21	12/31/24
Andra A. Higginbotham	01/01/23	12/31/26
Janice N. Wheaton	01/01/23	12/31/26

PLANNING COMMISSION

June Driskill, Chairperson	05/13/20	06/30/24
Michael H. Driskill	01/01/23	12/31/24 (TC rep)
William Jones	07/01/23	06/30/27
Veda Butcher	5/10/23	11/10/25
John Kendrick Vandervelde	07/01/22	06/30/26
Clifford Hart	07/01/23	06/30/27
Anne Webster Day	07/01/22	06/30/26

BOARD OF ZONING APPEALS

June Driskill	11/13/20	08/31/25
Rachel E. Thompson	10/19/22	08/31/24
Teresa Tatlock	11/11/21	08/31/26
Shannan C. Carter	09/01/22	08/31/27
R.A. "Tony" Robertson	09/1/23 -	08/31/28

ECONOMIC DEVELOPMENT AUTHORITY

Clifford Hart	07/01/23	06/30/27
Sharon Watts Turner	07/01/22	06/30/26
Douglas L. Thompson	08/15/22	06/30/25
Steven A. Jefferson	06/14/23	06/30/24
Manly Rucker	07/01/21	06/30/25
Mark Milhous	08/18/22	08/31/26
Richard Wydner	07/01/19	06/30/23

PROPERTY MAINTENANCE INVESTIGATION BOARD

C. Manly Rucker, III	05/13/20	06/30/24
Bessie H. Kirkwood	07/01/22	06/30/26
Glenda Hash	05/13/20	06/30/24

CENTRAL VIRGINIA PLANNING COMMISSION/MPO

D. Dwayne Tuggle	01/01/23	12/31/24
Sara McGuffin	01/01/23	12/31/24

Appointed/Term Expires

CENTRAL VIRGINIA TRANSPORTATION COUNCIL (MPO)

D. Dwayne Tuggle	01/01/23	12/31/24
Sara E. McGuffin	01/01/23	12/31/24

Appointed/Term Expires

STANDING COUNCIL COMMITTEES 01/01/23 12/31/24

Town Council will act as a whole in lieu of standing council committees.

**TOWN OF AMHERST
DEPARTMENT OF PLANTS
MONTHLY REPORT TO COUNCIL
FOR THE MONTH OF DECEMBER,
2023**

**SUBMITTED BY:
GARY S. WILLIAMS, DIRECTOR OF PLANTS**

**Water Treatment Plant
208 Grandview Drive ...**

As the Town of Amherst Plants Department closes out the year 2023 for all practical reasons, the facility's upgrade is completed. Several projects are still lagging, but this is neither engineering nor contractor causes, but the beast of supply matrix disruption. And where supply is not an issue, it's labor shortfalls.

Items requiring completion are raw water lines at the head of the settling basins that need insulation wrapping completed. Roughly ninety-five percent is done. The main entry/exit door is still waiting for the new door to arrive and be installed. And a small detail of having the privacy fence post caps "reinstalled" and secured so heavy winds do not blow them off.

As the difference wears off, plant operations staff is beginning to enjoy the plant's new operation setup. Many comments have been made on how bright and light the lab interior is now.

**Rutledge Creek WWTP
448 Industrial Park Drive ...**

Like the Water Plant, Wastewater construction projects have slowed down due to supply issues. The only thing holding the centrifuge back is the sludge conveyor from the centrifuge to the dump bucket, which is scheduled to be in by the end of January 2024.

Many small items still need completion, but they all involve the ability to run the centrifuge. And will not take long to complete.



The above picture represents one of the small items needing completion at both plants. That is testing the dosage strength of coagulants/polymer's used to create floc at the water plant to settle out dirt from the water. And to dewater sludge at the wastewater plant to create a drier sludge cake for transportation to the landfill.

Utility/Town Maintenance and Construction Report

Dec-24

Water Meter Read	1180
Water Meter Re-Read	33
Disconnects	4
VA-811 Service locations	33
Vehicle PM Work Orders	20
Pump Station/Plant Work Orders	33
Banners Installed/Dismantled	3
Water Services Installed/Replaced	5
Sewer Services Installed/Replaced	4
Minor Leaks s Repaired	1
Major Leaks Repaired	1
Minor Sewer Problems Resolved	5
Major Sewer Problems Resolved	2

Man Hours

Meter Reading	88
Street/Sidewalk Maintenance	143
Safety Training	5
Bush gogging/ Right of way water/ sewer	38
Flushing Water	25
Equipment Maintenance	52
Xmas decorations	50

Dec-43

Major Issues & Comments

2" water main was damaged on Christin Springs Rd that required Maint crew to repair on Sat the11 and Sun the12

Routine/Annual Work

Projects/Unusual Work

Service Work Orders	Locating Un-marked/Unknown Water & Sewer System Assets
Meter Reading	Continue Safety and Shop/Yard Clean-up
Prev-Maint Work Orders	Staff has been working on finding water valves and addressing issues
Disconnects	Working on clearing water right of ways.
Re-connects	
Flushing Program	
in Select Locations	

**Town of Amherst Planning Commission
Minutes
January 3, 2024**

A meeting of the Town of Amherst Planning Commission was called to order by Town Manager Sara McGuffin on January 3, 2024, at 7:00 P.M. in the Council Chambers of Town Hall at 174 S. Main Street.

It was noted that a quorum was present as indicated below:

P	June Driskill	P	Michael Driskill
P	William Jones	P	John Vandervelde
A	Anne Webster Day	A	Veda Butcher
P	Clifford Hart		

Town Manager Sara McGuffin, and Clerk of Council Vicki K. Hunt in her capacity as Secretary, were also present.

Town Manager McGuffin called for nominations for Chairperson. By motion of Mr. Jones, seconded by Mr. Vandervelde, June Driskill was nominated as Chairperson. There being no other nominations, the Commission voted 5-0 to elect June Driskill Chairperson as follows:

June Driskill	Aye		Anne Webster Day	Absent
Michael Driskill	Aye		John Vandervelde	Aye
William Jones	Aye		Veda Butcher	Absent
Clifford Hart	Aye			

Town Manager McGuffin turned the meeting over to the Chairperson June Driskill.

The Chair called for nominations for Vice Chair. By motion of Mr. Jones, seconded by Mr. Vandervelde, Clifford Hart was nominated as Vice Chair. There being no other nominations, the Commission voted 5-0 to elect Clifford Hart Vice Chair as follows:

June Driskill	Aye		Anne Webster Day	Absent
Michael Driskill	Aye		John Vandervelde	Aye
William Jones	Aye		Veda Butcher	Absent
Clifford Hart	Aye			

The Chair opened the floor for citizen comments.

There being no one present in person or otherwise to speak, no comments were made.

Mr. Jones made a motion that was seconded by Ms. Driskill to approve the minutes of December 6, 2023, meeting.

There being no discussion, the motion carried 5-0 according to the following:

June Driskill	Aye		Anne Webster Day	Absent
Michael Driskill	Aye		John Vandervelde	Aye
William Jones	Aye		Veda Butcher	Absent
Clifford Hart	Aye			

Town Manager McGuffin gave a report on property consisting of 22 acres, generally known as the “Ambler property,” designated as tax map numbers 95-A-90, 90A, 91, and 110-A0103, and generally located across South Main Street from the Amherst County High School. At its meeting on September 6, 2023, the Planning Commission voted to change the property’s designated use from commercial to public/semi-public uses. Due to the failure of Town Council to accept the donation of the property for use as a park at its meeting on December 13, 2023, staff requested to amend the Town’s Future Land Use Map to return the twenty-two acres of land to its original designation for commercial use.

The proposal to return the property to its original designated use was advertised for public hearing for two consecutive weeks, as required by State Code. Because the public hearing was not set by the Planning Commission, staff requested ratification of the public hearing by the Commission.

Mr. Hart made a motion that was seconded by Mr. Jones to ratify the setting of a public hearing on determination of whether to amend the Town’s Future Land Use Map to include a proposed commercial use designation on a portion of the property generally known as the “Ambler property,” designated as tax map numbers 95-A-90, 90A, 91, and 110-A0103 which, if approved, would return the property to its original use, as recommended by staff.

After discussion, the motion carried 5-0 according to the following:

June Driskill	Aye		Anne Webster Day	Absent
Michael Driskill	Aye		John Vandervelde	Aye
William Jones	Aye		Veda Butcher	Absent
Clifford Hart	Aye			

Veda Butcher entered the meeting at 7:05 p.m.

The Chair opened a duly advertised public hearing at 7:06 p.m. on determination of whether to amend the Town’s Future Land Use Map to include a proposed commercial use designation on a portion of the property generally known as the “Ambler property,” designated as tax map numbers 95-A-90, 90A, 91, and 110-A0103 which, if approved, would return the property to its original use.

There being no one present who wished to speak on the matter, the public hearing was closed at 7:06 PM.

Mr. Driskill made a motion that was seconded by Mr. Hart to make a recommendation to Town Council for approval of an amendment to the Town's Future Land Use Map to include a proposed commercial use designation on a portion of the property generally known as the "Ambler property," designated as tax map numbers 95-A-90, 90A, 91, and 110-A0103, returning the property to its original use, as recommended by staff.

After discussion the motion failed 3-1-2 due to lack of a majority vote, sending a divided recommendation to Council, as follows:

June Driskill	Aye		Anne Webster Day	Absent
Michael Driskill	Aye		John Vandervelde	Abstain
William Jones	Aye		Veda Butcher	Nay
Clifford Hart	Abstain			

Town Manager McGuffin gave a report on a proposed amendments to the Zoning Ordinance on the following items:

1. Design standards to differentiate between the CBD and B-2 districts;
2. Consideration of definitions and guidance for display and storage of goods to be sold in commercial districts;
3. Consideration of an amendment to the Sign Ordinance that would allow 'open' flags and chalkboard displays;
4. Consideration of a new process for minor site plans and plot plans;
5. Consideration of new definitions for 'driveways' and 'parking areas;' and
6. Short Term Rental.

Further discussion on consideration of the above items was deferred to the Commission's February 7, 2024, meeting.

There being no further business, on motion of Mr. Vandervele which was seconded by Mr. Hart, and carried 6-0, the meeting adjourned at 8:23 PM, according to the following:

June Driskill	Aye		Anne Webster Day	Absent
Michael Driskill	Aye		John Vandervelde	Aye
William Jones	Aye		Veda Butcher	Aye
Clifford Hart	Aye			

June Driskill, Chairperson

Attest: _____



TOWN OF AMHERST

P.O. Box 280 174 S. Main Street Amherst, VA 24521
Phone (434)946-7885 Fax (434)946-2087

To: Town Council
From: Tracie Morgan
Date: January 4, 2024
Re: Maintenance Shop Appropriation

During a recent Town Council meeting, the Council was presented with the bid totals for the Invitation for Bid that was put out for the Town Maintenance Shop Addition. As a reminder those bid totals are attached again. Concern was expressed during this meeting that the bids submitted did not give us exactly what we were hoping for. As a result, we decided to reject all bids and attempt a different route of procurement. After reaching out to my district representative with the Department of General Services, I was informed that we could use a State Contract resource called Gordian.

Mr. Driskill, Mr. Thompson, Mrs. McGuffin and I all met with the construction company representative at the maintenance shop to review plans and details in late November. The construction company has submitted their bid for a total of \$156,802.33.

Staff recommends that we approve this contract on the following reasons:

- Bid total is comparable to those submitted through the Invitation for Bid process.
- By choosing this option, all contract details will be handled by Gordian through the State contract.
- By choosing the State contract option, the Town will be able to discuss changes freely without legal consequences of having to stick to the details outlined in the invitation for bid.

Mr. Driskill did have questions regarding some items outlined and they should be answered shortly. However, to get the project started as soon as possible, staff is requesting approval to proceed with this project as soon as details are finalized. The original appropriated funds were \$100,000; therefore, staff is also requesting an appropriation of an additional \$60,000 to cover the remaining cost of the project and any possible changes. The original approval of \$100,000 was broken down across all funds; therefore, I am requesting \$20,000 to be appropriated to the General Fund, the Water Fund and the Sewer Fund.

Please let me know if you have any questions.

**Town of Amherst
Town Maintenance Shop Renovation
IFB #2023-09**

Company	Bid Total
Concrete Foundations-One bid total	\$139,500
J.E.T. Group-Option 1	\$159,623
J.E.T. Group-Option 2	\$146,734



Project Cost Summary

Attn: Town of Amherst
Tracie Morgan

Proposal Date: December 08, 2023
Project No. 122927

Job Order No: 122927.00
Job Order Title: Town of Amherst - Town Shop Renovations
Project Manager: Tracie Morgan

Job Order Amount; PO to Contractor:	\$149,335.56
License Fee (5.00%); PO to Gordian:	<u>\$7,466.77</u>
Total Project Cost:	\$156,802.33



Work Order Signature Document

EZIQC Contract No.: E194-88615

☒

New Work Order



Modify an Existing Work Order

Work Order Number: 122927.00

Work Order Date: 12/08/2023

Work Order Title: Town of Amherst - Town Shop Renovations

Owner Name: Town of Amherst

Contractor Name: Harrisonburg Construction Co., Inc.

Contact: Tracie Morgan

Contact: Charlie Newman

Phone: 434-946-7885

Phone: 540-434-9560

Work to be Performed

Work to be performed as per the Final Detailed Scope of Work Attached and as per the terms and conditions of EZIQC Contract No E194-88615.

Brief Work Order Description:

New building to compliment adjacent maintenance shop.

Time of Performance

See Schedule Section of the Detailed Scope of Work

Liquidated Damages

Will apply:

☐

Will not apply:

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Work Order Firm Fixed Price: \$149,335.56

Owner Purchase Order Number:

Approvals

Owner

Date

Contractor

Date

Detailed Scope of Work

To: Charlie Newman
Harrisonburg Construction Co., Inc.
3011 John Wayland Hwy
Dayton, VA 22821
540-434-9560

From: Tracie Morgan
Town of Amherst

434-946-7885

Date Printed: December 08, 2023

Work Order Number: 122927.00

Work Order Title: Town of Amherst - Town Shop Renovations

Brief Scope: New building to compliment adjacent maintenance shop.

☐

Preliminary

☐

Revised

☒

Final

The following items detail the scope of work as discussed at the site. All requirements necessary to accomplish the items set forth below shall be considered part of this scope of work.

Project Description - New Addition:

1. The building shall be 16' X 20' set 12' away from the existing building. A portion of this 12' gap between the buildings shall be covered with a matching roof to create a 12' X 6' open breezeway with concrete walkway.
2. A 3' X 7' half-glazed door shall provide access from the breezeway to the new structure. An overhead light, switched from both buildings shall be centered in the breezeway.
3. The structure shall be wood framed with a wood truss roof system and a central ridge line and 6/12 pitch. The exterior shall be Hardie plank with asphalt shingles. Gutters and downspouts at the west corners shall tie into drain lines.
4. The floor shall be reinforced concrete slab with turned-down edge over aggregate and vapor barrier.
5. Interior walls shall be ½" gypsum wallboard over the wood framing with batt R15 insulation. Walls shall be painted. The ceiling shall be approximately 9' above finished floor with a minimum of four 2' X 4' lay-in four-bulb fluorescent or equivalent LED fixtures. Ceiling insulation shall be R38. Flooring shall be industrial sheeting. Base trim shall be 4" rubber.
6. A 5' long, 2' deep lower cabinet with counter, 1 foot deep upper cabinet with sink and backsplash shall be provided. Cabinets shall be installed above and below the counter.
7. Heating/air conditioning, plus hot and cold water shall be provided. Copper supply lines shall be used.
8. Two windows on the south-facing wall shall be 2' X 4' clad casement with insulating glazing.
9. A pair of 30" X 7' doors shall be installed as shown on the drawing. A 6' X 6' concrete pad shall be centered on the doors. An outside light will be provided.
10. Mechanical, electrical, and plumbing shall meet code criteria.

Project Description- Modification To Existing Building:

1. Install wood framed wall as shown on the attached drawing to form a passageway between the existing restroom and the Maintenance Manager's office. Wall shall have ½" gypsum board on each side. Walls shall be painted. Install doorway and 2' – 8" on the new wall. Remove existing door.
2. Centerline of the passageway will be the centerline of the breezeway between the buildings.
3. Relocate and plumb sink between urinal and shower as shown on drawing. Remove existing sink in the storage area below the pull-down ladder. Relocate and plumb laundry sink.

Detailed Scope of Work Continues..

Work Order Number: 122927.00
Work Order Title: Town of Amherst - Town Shop Renovations

- 4. Relocate and install existing baseboard heater.
- 5. Install 3' X 7' half glazed exterior metal door centered on the passageway. Remove metal framing, as required, and refabricate to provide the same structural integrity.
- 6. Mechanical, electrical and plumbing shall meet code criteria.
- 7. Relocate floor drain to bathroom as required.
- 8. Contact Amherst County Building Official, Nate Young, at 434-946-9302 for building codes.

<hr/>	<hr/>
Contractor	Date

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Owner	Date

Contractor's Price Proposal - Summary

Date: December 08, 2023
IQC Master Contract #: E194-88615
Work Order Number: 122927.00
Owner PO #:
Work Order Title: Town of Amherst - Town Shop Renovations
Contractor: Harrisonburg Construction Co., Inc.
Proposal Name: Copy (Dec 7 2023 3:46PM) of Town of Amherst - Town Shop Renovations
Proposal Value: \$149,335.56

Category - 01 - General Conditions	\$34,127.85
Category - 03 - Concrete	\$8,386.95
Category - 06 - Wood, Plastic, and Composites	\$13,204.86
Category - 07 - Thermal & Moisture Protection	\$16,229.26
Category - 08 - Openings	\$4,886.71
Category - 09 - Finishes	\$13,753.34
Category - 12 - Furnishings	\$412.97
Category - 22 - Plumbing	\$20,949.34
Category - 23 - Heating	\$8,082.14
Category - 23 - Heating, Ventilating, And Air-Conditioning (HVAC)	\$2,386.32
Category - 26 - Electrical	\$26,915.82
Proposal Total	\$149,335.56

This total represents the correct total for the proposal. Any discrepancy between line totals, sub-totals and the proposal total is due to rounding.

Contractor's Price Proposal - Detail

Date: December 08, 2023

IQC Master Contract #: E194-88615

Work Order Number: 122927.00

Owner PO #:

Work Order Title: Town of Amherst - Town Shop Renovations

Contractor: Harrisonburg Construction Co., Inc.

Proposal Name: Copy (Dec 7 2023 3:46PM) of Town of Amherst - Town Shop Renovations

Proposal Value: \$149,335.56

Sect.	Item	Modifier.	UOM	Description	Line Total
Labor	Equip.	Material	(Excluded if marked with an X)		
01 - General Conditions					
1	01 22 20 00-0006		HR	CarpenterFor tasks not included in the Construction Task Catalog® and as directed by owner only.	\$8,802.14
			Installation	Quantity 160.00 x Unit Price 39.94 x Factor = Total 1.3774 = \$8,802.14	
				Site Superintendent	
2	01 22 20 00-0006	0001	MOD	For Foreman, Add	\$440.77
			Installation	Quantity 160.00 x Unit Price 2.00 x Factor = Total 1.3774 = \$440.77	
3	01 22 20 00-0013		HR	Equipment Operator, Light (Backhoe, Skid-Steer Loader)For tasks not included in the Construction Task Catalog® and as directed by owner only .	\$1,454.81
			Installation	Quantity 20.00 x Unit Price 52.81 x Factor = Total 1.3774 = \$1,454.81	
				Operator for man lift	
4	01 22 20 00-0015		HR	LaborerFor tasks not included in the Construction Task Catalog® and as directed by owner only.	\$2,453.54
			Installation	Quantity 48.00 x Unit Price 37.11 x Factor = Total 1.3774 = \$2,453.54	
				Demo	
5	01 22 20 00-0045		HR	Land Surveyor	\$341.60
			Installation	Quantity 2.00 x Unit Price 124.00 x Factor = Total 1.3774 = \$341.60	
				Addition Layout	
6	01 22 20 00-0051		HR	Engineer	\$4,254.51
			Installation	Quantity 24.00 x Unit Price 128.70 x Factor = Total 1.3774 = \$4,254.51	
				Structural Review	
7	01 22 23 00-0023		WK	34' Engine Powered, Articulating (Up/Over) Boom Man Lift With Platform	\$1,213.19
			Installation	Quantity 1.00 x Unit Price 880.78 x Factor = Total 1.3774 = \$1,213.19	
				Lift	
8	01 22 23 00-0410		WK	3,500 LB Mini-Excavator With Full-Time Operator	\$4,123.98
			Installation	Quantity 1.00 x Unit Price 2,994.03 x Factor = Total 1.3774 = \$4,123.98	
				Lift Operator	
9	01 22 23 00-0410	0051	MOD	For Equipment Without Operator, Deduct	-\$1,545.93
			Installation	Quantity 0.50 x Unit Price -2,244.71 x Factor = Total 1.3774 = -\$1,545.93	

Contractor's Price Proposal - Detail Continues..

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Sect.	Item	Modifier.	UOM	Description	Line Total
Labor	Equip.	Material	(Excluded if marked with an X)		
01 - General Conditions					
10	01 22 23 00-1371		MO	3/4 Ton, 4 x 4 Crew Cab Pickup Truck With Full-Time Truck Driver	\$14,046.53
				Installation	
				Quantity 1.00 x Unit Price 10,197.86 x Factor 1.3774 = Total \$14,046.53	
				Crew Travel	
11	01 22 23 00-1371	0039	MOD	For Equipment Without Operator, Deduct	-\$5,809.14
				Installation	
				Quantity 0.50 x Unit Price -8,434.93 x Factor 1.3774 = Total -\$5,809.14	
12	01 52 19 00-0003		MO	Portable Chemical Toilet	\$108.77
				Installation	
				Quantity 1.00 x Unit Price 78.97 x Factor 1.3774 = Total \$108.77	
				Temp Facility	
13	01 52 19 00-0003	0004	MOD	For Each Additional Servicing Per Unit Per Week, Add	\$68.87
				Installation	
				Quantity 2.00 x Unit Price 25.00 x Factor 1.3774 = Total \$68.87	
14	01 52 19 00-0003	0005	MOD	For Each Delivery, Add	\$48.21
				Installation	
				Quantity 1.00 x Unit Price 35.00 x Factor 1.3774 = Total \$48.21	
15	01 74 13 00-0002		CSF	Clean Miscellaneous Surfaces, Wipe Down With Mild Detergent	\$1,091.34
				Installation	
				Quantity 84.20 x Unit Price 9.41 x Factor 1.3774 = Total \$1,091.34	
				Construction Cleaning	
16	01 74 13 00-0003		CY	Collect Existing Debris And Load Into Truck Or DumpsterPer CY of debris removed.	\$456.61
				Installation	
				Quantity 30.00 x Unit Price 11.05 x Factor 1.3774 = Total \$456.61	
				Clean Up	
17	01 74 19 00-0015		EA	30 CY Dumpster (4 Ton) "Construction Debris"Includes delivery of dumpster, rental cost, pick-up cost, hauling, and disposal fee. Non-hazardous material.	\$805.75
				Installation	
				Quantity 1.00 x Unit Price 584.98 x Factor 1.3774 = Total \$805.75	
				Dumpster	
18	01 74 19 00-0031		CY	Traditional Building Construction Materials Landfill Dump Fee	\$583.05
				Installation	
				Quantity 30.00 x Unit Price 14.11 x Factor 1.3774 = Total \$583.05	
				Landfill Fees	
19	01 74 19 00-0035		CY	Asphalt, Concrete, Gravel And Subgrade Material, Landfill Dump Fee	\$1,189.25
				Installation	
				Quantity 30.00 x Unit Price 28.78 x Factor 1.3774 = Total \$1,189.25	
				Site Spoils	
Subtotal for 01 - General Conditions					\$34,127.85

Contractor's Price Proposal - Detail Continues..

Work Order Number: 122927.00
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Proposal Value: \$149,335.56

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Labor	Equip.	Material	(Excluded if marked with an X)		
03 - Concrete					
20	03 11 13 00-0003		SF	Continuous Footings Foundation Wood Formwork	\$716.03
				Quantity	Unit Price
			Installation	144.00 x 3.61 x 1.3774 =	Total \$716.03
				Footing Formwork	
21	03 11 13 00-0003	0001	MOD	For <1,000, Add	\$124.96
				Quantity	Unit Price
			Installation	144.00 x 0.63 x 1.3774 =	Total \$124.96
22	03 11 13 00-0009		LF	Up To 6" High Slab Edge and Block-Out Wood Formwork	\$681.48
				Quantity	Unit Price
			Installation	186.00 x 2.66 x 1.3774 =	Total \$681.48
				Slab Formwork	
23	03 11 13 00-0009	0004	MOD	For Up To 250, Add	\$122.97
				Quantity	Unit Price
			Installation	186.00 x 0.48 x 1.3774 =	Total \$122.97
24	03 31 13 00-0004		SF	5" 3,000 PSI Slab On Grade Concrete Slabs Assembly	\$3,637.38
				Quantity	Unit Price
			Installation	428.00 x 6.17 x 1.3774 =	Total \$3,637.38
				Slab Concrete	
25	03 31 13 00-0004	0152	MOD	For 3,500 PSI Concrete, Add	\$47.16
				Quantity	Unit Price
			Installation	428.00 x 0.08 x 1.3774 =	Total \$47.16
26	03 31 13 00-0004	0156	MOD	For Up To 500, Add	\$1,173.16
				Quantity	Unit Price
			Installation	428.00 x 1.99 x 1.3774 =	Total \$1,173.16
27	03 31 13 00-0018		CY	Direct Chute, Place 3,000 PSI Concrete Continuous Footings	\$1,719.23
				Quantity	Unit Price
			Installation	7.00 x 178.31 x 1.3774 =	Total \$1,719.23
				Footing Concrete	
28	03 31 13 00-0018	0028	MOD	For 3,500 PSI Concrete, Add	\$74.72
				Quantity	Unit Price
			Installation	7.00 x 7.75 x 1.3774 =	Total \$74.72
29	03 31 13 00-0018	0039	MOD	For Up To 20, Add	\$89.86
				Quantity	Unit Price
			Installation	7.00 x 9.32 x 1.3774 =	Total \$89.86
Subtotal for 03 - Concrete					\$8,386.95
06 - Wood, Plastic, and Composites					
30	01 22 20 00-0006		HR	CarpenterFor tasks not included in the Construction Task Catalog® and as directed by owner only.	\$6,601.60
				Quantity	Unit Price
			Installation	120.00 x 39.94 x 1.3774 =	Total \$6,601.60
				Framing Crew	

Contractor's Price Proposal - Detail Continues..

Work Order Number: 122927.00
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Proposal Name: Copy (Dec 7 2023 3:46PM) of Town of Amherst - Town Shop Renovations
 Proposal Value: \$149,335.56

Sect.	Item	Modifier.	UOM	Description	Line Total
Labor	Equip.	Material	(Excluded if marked with an X)		
06 - Wood, Plastic, and Composites					
31	06 11 16 00-0003		LF	2" x 6" Wood Rafter	\$660.46
				Quantity	Unit Price
				350.00	1.37
				x	x
				Factor	Total
				1.3774	\$660.46
				=	
				Installation	
				Framing Material	
32	06 11 16 00-0057		SF	2" x 4" Wood Wall Framing At 12" On Center	\$1,190.07
				Quantity	Unit Price
				720.00	1.20
				x	x
				Factor	Total
				1.3774	\$1,190.07
				=	
				Installation	
				Framing Material	
33	06 16 33 00-0005		SF	5/8" Thick CDX Plywood Roof DeckingApplied to wood rafters.	\$578.51
				Quantity	Unit Price
				350.00	1.20
				x	x
				Factor	Total
				1.3774	\$578.51
				=	
				Installation	
				Framing Material	
34	06 16 33 00-0005	0006	MOD	For Exterior CC Grade Plywood, Add	\$43.39
				Quantity	Unit Price
				350.00	0.09
				x	x
				Factor	Total
				1.3774	\$43.39
				=	
				Installation	
35	06 16 33 00-0013		SF	5/8" Interior BC Plywood Wall SheathingApplied to wall studs.	\$1,408.25
				Quantity	Unit Price
				720.00	1.42
				x	x
				Factor	Total
				1.3774	\$1,408.25
				=	
				Installation	
				Framing Material	
36	06 16 33 00-0013	0006	MOD	For Exterior CC Grade Plywood, Add	\$109.09
				Quantity	Unit Price
				720.00	0.11
				x	x
				Factor	Total
				1.3774	\$109.09
				=	
				Installation	
37	06 41 13 00-0334		EA	30" Wide, 35" High x 23-3/4" Deep, Single Drawer and Double Door, Solid Wood Face Frame, Decorative Laminate Veneer Door and Drawer Front, Base Cabinet	\$1,923.68
				Quantity	Unit Price
				5.00	279.32
				x	x
				Factor	Total
				1.3774	\$1,923.68
				=	
				Installation	
				Casework	
38	06 41 13 00-0334	0121	MOD	For All Plywood Box Construction, Add	\$467.08
				Quantity	Unit Price
				5.00	67.82
				x	x
				Factor	Total
				1.3774	\$467.08
				=	
				Installation	
39	06 41 93 00-0006		EA	5" To 6-1/2", Flat Cabinet Pull Handle	\$222.73
				Quantity	Unit Price
				10.00	16.17
				x	x
				Factor	Total
				1.3774	\$222.73
				=	
				Installation	
				Hardware	
Subtotal for 06 - Wood, Plastic, and Composites					\$13,204.86
07 - Thermal & Moisture Protection					
40	01 22 20 00-0027		HR	Roofer, CompositeFor tasks not included in the Construction Task Catalog® and as directed by owner only.	\$1,808.25
				Quantity	Unit Price
				24.00	54.70
				x	x
				Factor	Total
				1.3774	\$1,808.25
				=	
				Installation	
				Roofer	

Contractor's Price Proposal - Detail Continues..

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Labor	Equip.	Material	(Excluded if marked with an X)		
07 - Thermal & Moisture Protection					
41	07 21 16 00-0005		SF	3-1/2" Thick, Kraft Faced, R-15 Fiberglass Flexible Insulation	\$1,140.49
				Quantity	Unit Price
				720.00	1.15
				x	x
				Factor	Total
				1.3774	\$1,140.49
				Installation	
				Insulation	
42	07 21 16 00-0009		SF	12" Thick, Kraft Faced, R-38 Fiberglass Flexible Insulation	\$1,036.49
				Quantity	Unit Price
				350.00	2.15
				x	x
				Factor	Total
				1.3774	\$1,036.49
				Installation	
				Insulation	
43	07 31 13 13-0002		SQ	200 LB/SQ, 5" Exposure, Three Tab Fiberglass Reinforced, Asphalt Composition Shingle (CertainTeed CT 20)	\$3,579.72
				Quantity	Unit Price
				15.00	173.26
				x	x
				Factor	Total
				1.3774	\$3,579.72
				Installation	
				Roof Shingles	
44	07 46 46 00-0002		SF	5-1/4" Board with 4" Exposure, 5/16" Thick, Fiber Cement Lap Siding	\$7,859.44
				Quantity	Unit Price
				1,800.00	3.17
				x	x
				Factor	Total
				1.3774	\$7,859.44
				Installation	
				Hardie Board Siding	
45	07 46 46 00-0015		LF	4" Wide, 7/16" Thick, Fiber Cement Trim Board	\$311.98
				Quantity	Unit Price
				150.00	1.51
				x	x
				Factor	Total
				1.3774	\$311.98
				Installation	
				Hardie Trim Board	
46	07 71 23 00-0004		LF	5", 0.027" Thick, K-Style Aluminum Gutter	\$416.53
				Quantity	Unit Price
				72.00	4.20
				x	x
				Factor	Total
				1.3774	\$416.53
				Installation	
				Gutter	
47	07 71 23 00-0004	0324	MOD	For Up To 100', Add	\$76.36
				Quantity	Unit Price
				72.00	0.77
				x	x
				Factor	Total
				1.3774	\$76.36
				Installation	

Subtotal for 07 - Thermal & Moisture Protection **\$16,229.26**

08 - Openings

48	08 12 13 13-0008		EA	3' x 6'-8" Through 7'-2" High, 4-3/4" Deep, 16 Gauge, Knock Down Hollow Metal Door Frame	\$773.63
				Quantity	Unit Price
				2.00	280.83
				x	x
				Factor	Total
				1.3774	\$773.63
				Installation	
				Metal Door Frames	
49	08 12 13 13-0012		EA	5' x 6'-8" Through 7'-2" High, 4-3/4" Deep, 16 Gauge, Knock Down Hollow Metal Door Frame	\$449.14
				Quantity	Unit Price
				1.00	326.08
				x	x
				Factor	Total
				1.3774	\$449.14
				Installation	
				Metal Door Frame	

Contractor's Price Proposal - Detail Continues..

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Labor	Equip.	Material	(Excluded if marked with an X)		
08 - Openings					
50	08 13 13 13-0015		EA	2'-6" x 7' x 1-3/4", 20 Gauge, Unrated, Hollow Metal Door	\$1,428.72
				Quantity	Unit Price
				2.00	518.63
				x	x
				Factor	Total
				1.3774	\$1,428.72
				Installation	
				Metal Doors	
51	08 13 13 13-0018		EA	3' x 7' x 1-3/4", 20 Gauge, Unrated, Hollow Metal Door	\$1,469.25
				Quantity	Unit Price
				2.00	533.34
				x	x
				Factor	Total
				1.3774	\$1,469.25
				Installation	
				Metal Doors	
52	08 52 16 00-0014		EA	23-1/2" x 47-1/2" Single Hung Wood Clad Window	\$765.97
				Quantity	Unit Price
				2.00	278.05
				x	x
				Factor	Total
				1.3774	\$765.97
				Installation	
				Windows	
Subtotal for 08 - Openings					\$4,886.71
09 - Finishes					
53	01 22 20 00-0009		HR	Drywall FinisherFor tasks not included in the Construction Task Catalog® and as directed by owner only.	\$3,291.71
				Quantity	Unit Price
				60.00	39.83
				x	x
				Factor	Total
				1.3774	\$3,291.71
				Installation	
				Drywall Finishing	
54	01 22 20 00-0019		HR	Painter, OrdinaryFor tasks not included in the Construction Task Catalog® and as directed by owner only.	\$3,658.65
				Quantity	Unit Price
				60.00	44.27
				x	x
				Factor	Total
				1.3774	\$3,658.65
				Installation	
				Painting	
55	09 29 10 00-0005		SF	1/2" Gypsum Board	\$901.51
				Quantity	Unit Price
				850.00	0.77
				x	x
				Factor	Total
				1.3774	\$901.51
				Installation	
				Drywall	
56	09 51 13 00-0004		SF	2' x 4' x 3/4" Fiberglass Acoustical Ceiling Panel (Armstrong Optima®)	\$2,232.08
				Quantity	Unit Price
				350.00	4.63
				x	x
				Factor	Total
				1.3774	\$2,232.08
				Installation	
				Ceiling	
57	09 51 13 00-0004	0095	MOD	For >200 To 500, Add	\$125.34
				Quantity	Unit Price
				350.00	0.26
				x	x
				Factor	Total
				1.3774	\$125.34
				Installation	
58	09 65 23 00-0002		SF	0.110" Overall Thickness, 0.012" Wear Layer, Vinyl Plank Flooring (Armstrong® Luxe Plank™)	\$2,207.97
				Quantity	Unit Price
				350.00	4.58
				x	x
				Factor	Total
				1.3774	\$2,207.97
				Installation	
				Flooring	

Contractor's Price Proposal - Detail Continues..

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Labor	Equip.	Material	(Excluded if marked with an X)		
09 - Finishes					
59	09 91 23 00-0060		SF	2 Coats Paint, Brush Work, Paint Interior Plaster/Drywall Walls	\$1,336.08
			Installation	Quantity 1,000.00 x Unit Price 0.97 x Factor 1.3774 = Total \$1,336.08	
			Paint		
Subtotal for 09 - Finishes					\$13,753.34

12 - Furnishings					
60	12 36 23 13-0002		SF	Plastic Laminate Countertop Without Backsplash	\$134.57
			Installation	<div> <div>Quantity</div> <div>10.00</div> </div> <div>x</div> <div> <div>Unit Price</div> <div>9.77</div> </div> <div>x</div> <div> <div>Factor</div> <div>1.3774</div> </div> <div>=</div> <div> <div>Total</div> <div>\$134.57</div> </div>	
			Countertop		
61	12 36 23 13-0004		LF	Plastic Laminate End Splash For Plastic Laminate Countertops	\$231.40
			Installation	<div> <div>Quantity</div> <div>10.00</div> </div> <div>x</div> <div> <div>Unit Price</div> <div>16.80</div> </div> <div>x</div> <div> <div>Factor</div> <div>1.3774</div> </div> <div>=</div> <div> <div>Total</div> <div>\$231.40</div> </div>	
			Countertop		
62	12 36 23 13-0005		EA	Cutout For Sink And/Or Faucet In Plastic Laminate Countertop	\$47.00
			Installation	<div> <div>Quantity</div> <div>1.00</div> </div> <div>x</div> <div> <div>Unit Price</div> <div>34.12</div> </div> <div>x</div> <div> <div>Factor</div> <div>1.3774</div> </div> <div>=</div> <div> <div>Total</div> <div>\$47.00</div> </div>	
			Countertop		
Subtotal for 12 - Furnishings					\$412.97

22 - Plumbing					
63	01 22 20 00-0024		HR	PlumberFor tasks not included in the Construction Task Catalog® and as directed by owner only.	\$11,969.06
			Installation	<div> <div>Quantity</div> <div>160.00</div> </div> <div>x</div> <div> <div>Unit Price</div> <div>54.31</div> </div> <div>x</div> <div> <div>Factor</div> <div>1.3774</div> </div> <div>=</div> <div> <div>Total</div> <div>\$11,969.06</div> </div>	
			Plumbing		
64	22 07 19 00-0003		LF	1/2" Diameter Pipe, 1/2" Thick, Fiberglass Insulation With All Service Jacket (ASJ)	\$214.87
			Installation	<div> <div>Quantity</div> <div>25.00</div> </div> <div>x</div> <div> <div>Unit Price</div> <div>6.24</div> </div> <div>x</div> <div> <div>Factor</div> <div>1.3774</div> </div> <div>=</div> <div> <div>Total</div> <div>\$214.87</div> </div>	
			Insulation		
65	22 11 16 00-0373		LF	1/2" Hard Drawn Type L Copper Tube/Pipe	\$582.64
			Installation	<div> <div>Quantity</div> <div>100.00</div> </div> <div>x</div> <div> <div>Unit Price</div> <div>4.23</div> </div> <div>x</div> <div> <div>Factor</div> <div>1.3774</div> </div> <div>=</div> <div> <div>Total</div> <div>\$582.64</div> </div>	
			Water Piping		
66	22 11 16 00-0440		EA	1/2" 90 Degree Copper Elbow	\$106.61
			Installation	<div> <div>Quantity</div> <div>4.00</div> </div> <div>x</div> <div> <div>Unit Price</div> <div>19.35</div> </div> <div>x</div> <div> <div>Factor</div> <div>1.3774</div> </div> <div>=</div> <div> <div>Total</div> <div>\$106.61</div> </div>	
			Fittings		

Contractor's Price Proposal - Detail Continues..

Work Order Number: 122927.00
Work Order Title: Town of Amherst - Town Shop Renovations

Proposal Name: Copy (Dec 7 2023 3:46PM) of Town of Amherst - Town Shop Renovations
 Proposal Value: \$149,335.56

Sect.	Item	Modifier.	UOM	Description	Line Total
Labor	Equip.	Material	(Excluded if marked with an X)		
22 - Plumbing					
67	22 11 16 00-0453		EA	1/2" Drop Ear 90 Degree Brass Elbow	\$137.08
				Quantity	Unit Price
				4.00	24.88
				x	x
				Factor	Total
				1.3774	\$137.08
				=	
				Installation	
				Fittings	
68	22 11 16 00-0512		EA	1/2" Copper Coupling	\$104.52
				Quantity	Unit Price
				4.00	18.97
				x	x
				Factor	Total
				1.3774	\$104.52
				=	
				Installation	
				Fittings	
69	22 11 16 00-0541		EA	1/2" Male Copper Adapter	\$103.64
				Quantity	Unit Price
				4.00	18.81
				x	x
				Factor	Total
				1.3774	\$103.64
				=	
				Installation	
				Fittings	
70	22 11 16 00-0553		EA	1/2" Female Copper Adapter	\$110.85
				Quantity	Unit Price
				4.00	20.12
				x	x
				Factor	Total
				1.3774	\$110.85
				=	
				Installation	
				Fittings	
71	22 11 16 00-0564		EA	1/2" Wrot Copper, Solder Union	\$163.58
				Quantity	Unit Price
				4.00	29.69
				x	x
				Factor	Total
				1.3774	\$163.58
				=	
				Installation	
				Fittings	
72	22 12 23 13-0002		EA	80 Gallon ASME Rated Tank, 150PSI, Jacketed, Insulated, Glass Lined Water Heater Storage Tank (TJ-80A)	\$2,222.04
				Quantity	Unit Price
				1.00	1,613.21
				x	x
				Factor	Total
				1.3774	\$2,222.04
				=	
				Installation	
				Water Heater	
73	22 13 16 00-0507		LF	2" Schedule 40 Polyvinyl Chloride (PVC) DWV Pipe AssemblyIncludes all fittings, couplings and hangers. Fittings are assumed every 10'. Not for use where detail is available.	\$3,823.66
				Quantity	Unit Price
				200.00	13.88
				x	x
				Factor	Total
				1.3774	\$3,823.66
				=	
				Installation	
				Piping	
74	22 42 16 16-0005		EA	15" x 17" x 7-1/4" Stainless Steel Kitchen Sink, Single Bowl, 20 Gauge (Elkay PSR1517)	\$1,086.33
				Quantity	Unit Price
				1.00	788.68
				x	x
				Factor	Total
				1.3774	\$1,086.33
				=	
				Installation	
				New Sink	
75	22 42 39 00-0005		EA	Top Cast Kitchen Faucet With Spray, Single Handle, Stainless Steel Finish (Delta 440 -SS-DST)	\$324.46
				Quantity	Unit Price
				1.00	235.56
				x	x
				Factor	Total
				1.3774	\$324.46
				=	
				Installation	
				Faucet	

Subtotal for 22 - Plumbing **\$20,949.34**

23 - Heating

Contractor's Price Proposal - Detail Continues..

Work Order Number: 122927.00
Work Order Title: Town of Amherst - Town Shop Renovations

Proposal Name: Copy (Dec 7 2023 3:46PM) of Town of Amherst - Town Shop Renovations
Proposal Value: \$149,335.56

Sect.	Item	Modifier.	UOM	Description	Line Total
Labor	Equip.	Material	(Excluded if marked with an X)		
23 - Heating					
76	23 81 49 00-0032		EA	31,400 BTU Cooling, 36,400 BTU Heating, 15.9 SEER, Wall Mounted Ductless Split System Heat PumpsIncludes indoor unit, outdoor unit, wireless thermostat and refrigerant charge.	\$8,082.14
			Installation	Quantity 1.00 x Unit Price 5,867.68 x Factor 1.3774 = Total \$8,082.14	
			HVAC		
Subtotal for 23 - Heating					\$8,082.14
23 - Heating, Ventilating, And Air-Conditioning (HVAC)					
77	01 22 20 00-0029		HR	Sheet Metal WorkerFor tasks not included in the Construction Task Catalog® and as directed by owner only.	\$2,386.32
			Installation	Quantity 32.00 x Unit Price 54.14 x Factor 1.3774 = Total \$2,386.32	
			HVAC /Controls Technician		
Subtotal for 23 - Heating, Ventilating, And Air-Conditioning (HVAC)					\$2,386.32
26 - Electrical					
78	01 22 20 00-0010		HR	Electrician, Fire Alarm Technician, Building Automation Systems TechnicianFor tasks not included in the Construction Task Catalog® and as directed by owner only.	\$7,418.13
			Installation	Quantity 120.00 x Unit Price 44.88 x Factor 1.3774 = Total \$7,418.13	
			Electrician		
79	26 05 13 16-0004		MLF	#6 AWG, XLP, 5 KV, Shielded, Single Copper Conductor Cable, Installed In Duct	\$12,283.93
			Installation	Quantity 5.00 x Unit Price 1,783.64 x Factor 1.3774 = Total \$12,283.93	
			New Wiring		
80	26 05 26 00-0007		MLF	6 AWG Copper Bare Single Stranded Conductor	\$3,920.19
			Installation	Quantity 4.00 x Unit Price 711.52 x Factor 1.3774 = Total \$3,920.19	
			New Wiring		
81	26 05 33 16-0239		EA	1/2" Depth, Type FSC, Shallow, Single Gang Non Metallic (PVC) BoxTwo hubs.	\$272.56
			Installation	Quantity 6.00 x Unit Price 32.98 x Factor 1.3774 = Total \$272.56	
			Electrical Boxes		
82	26 51 19 00-0029		EA	2' x 4', 4,175 Lumens, Prismatic Lensed, Lay-In/Troffer LED Fixture (Lunera® 24G4)	\$2,401.74
			Installation	Quantity 4.00 x Unit Price 435.92 x Factor 1.3774 = Total \$2,401.74	
			Lighting		

Contractor's Price Proposal - Detail Continues..

Work Order Number: 122927.00
Work Order Title: Town of Amherst - Town Shop Renovations

Proposal Name: Copy (Dec 7 2023 3:46PM) of Town of Amherst - Town Shop Renovations
Proposal Value: \$149,335.56

Sect.	Item	Modifer.	UOM	Description	Line Total
Labor	Equip.	Material	(Excluded if marked with an X)		
26 - Electrical					
83	26 51 19 00-0262		EA	8' Length, 84 Watt, LED Linear Low Bay Fixture (PlanLED A2W5A)	\$619.27
				Quantity	Unit Price
			Installation	1.00 x	449.59 x
			Lighting		Factor = 1.3774
					Total \$619.27
Subtotal for 26 - Electrical					\$26,915.82
Proposal Total					\$149,335.56

This total represents the correct total for the proposal. Any discrepancy between line totals, sub-totals and the proposal total is due to rounding.

Job Order Authorization

Date: 12/08/2023
Job Order #: 122927.00
Title: Town of Amherst - Town Shop Renovations
Project Code: 122927
Contractor: Harrisonburg Construction Co., Inc.
Contractor Number: E194-88615
Job Order Value: \$149,335.56

To: Charlie Newman
Director of Major Projects
Harrisonburg Construction Co., Inc.
3011 John Wayland Hwy
Dayton, VA 22821

From: Tracie Morgan
Town of Amherst
174 S Main Street
Amherst, VA 24521

This Job Order Number is issued pursuant to the Term Contract between Owner and Contractor for Job Order Contracting, DGS-30-515, CO-9JOC dated 1/13/21 which is incorporated herein by reference.

SCOPE OF WORK:

The scope of work for which construction services are to be performed under this Job Order is generally described as:
New building to compliment adjacent maintenance shop.

Time for Completion:

The work shall be commenced on a date to be specified in a written order of the Owner and shall be Substantially Completed within 8 Weeks calendar days or no later than the Contract Completion Date which is . The work shall be finally completed within thirty (30) days after the Substantial Completion of the Work.

Contract Documents:

In addition to the Contract Documents listed in the Term Contract for Job Order Contracting , the Contract Documents listed below shall be incorporated into this Job Order as if fully set forth herein:

- Detailed Scope of Work dated ... N/A
- Drawings dated ... 11/15/2023
- Specifications dated ... N/A
- Any additional Job Order-specific documents ... N/A

The General Conditions of the Construction Contract (CO-7) as supplemented by the Supplemental General Conditions for Job Order Contracting shall apply to all Work performed under this Job Order .

Work Order Number: 122927.00
Work Order Title: Town of Amherst - Town Shop Renovations

Contract Amount:

The Contractor agrees to perform all construction required for the completion of the above- described Scope of Work required by this Project Order for the lump sum amount of \$149,335.56.

"All RISK" BUILDER'S RISK INSURANCE:

This Project is **Owner Controlled During Construction**. Contractor shall procure and maintain "all-risk" Builder's Risk insurance as set forth in Section 12 of the General Conditions for a Site which is Owner controlled during construction.

Contractor

By: _____
(Signature) (Date)

Name: _____

Title: _____

ATTEST: _____
(Signature) (Date)

Owner

By: _____
(Signature) (Date)

Name: _____

Title: _____

ATTEST: _____
(Signature) (Date)

Job Order Contract
Job Order Proposal Request
Form CO-7b JOC DGS-30-525(Rev. 07/20)

Date: Nov 02, 2023

To: Charlie Newman
Director of Major Projects
Harrisonburg Construction Co., Inc.
3011 John Wayland Hwy
Dayton, VA 22821

From: Tracie Morgan
Town of Amherst
174 S Main Street
Amherst, VA 24521

1. PROJECT IDENTIFICATION:

- a. **Project Name:** Town of Amherst - Town Shop Renovations
- b. **Project Number:** 122927
- c. **Project Location:** Town of Amherst - Maintenance Shop

2. TIME FOR COMPLETION:

- a. **Project Start Date:** _____
- b. **Project Duration:** 8 Weeks
- c. **Substantial Completion Date:** _____

3. PROPOSAL DUE DATE 11/22/2023

Dear Charlie Newman

The Job Order Proposal request consists of these instructions to the Contractor, the Detailed Scope of Work, and the project specific Special Conditions. The General Conditions, Supplemental General Conditions, and any other requirements of the Term Contract Between Owner and Contractor for Job Order Contracting shall apply unless specifically modified in the project specific Special Conditions.

Additional Requirements:

4. DETERMINATION OF RESPONSIBILITY

The Contractor shall be prepared, if so requested by the Owner, to present evidence of his experience, qualifications and financial ability to carry out the terms of the Job Order.

Prior to award of the Job Order, an evaluation will be made to determine if the Contractor has the capability, in all respects, to perform fully the contract requirements and the moral and business integrity and reliability which will assure good faith performance, and who has been prequalified, if required. Factors to be evaluated include, but are not limited to:

Work Order Number: 122927.00

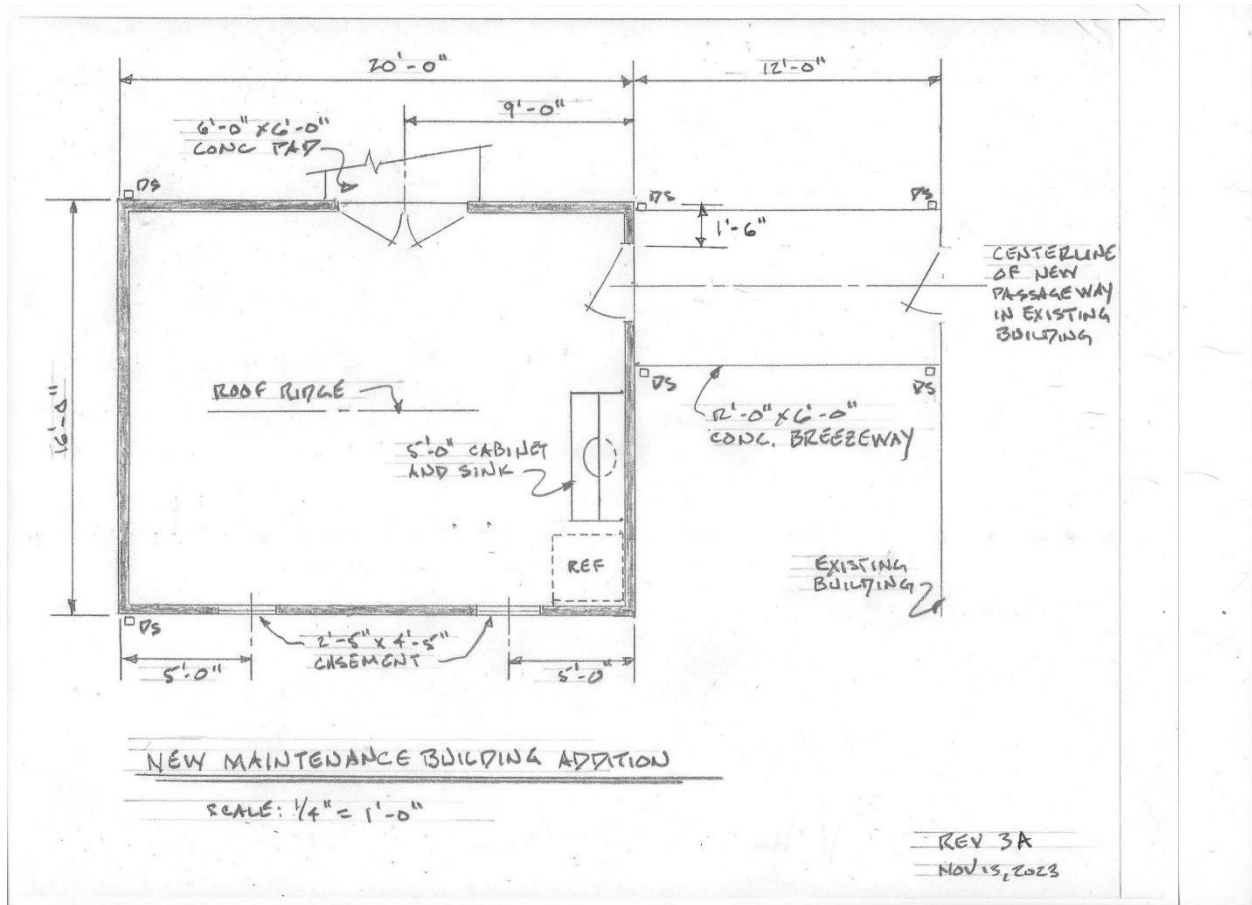
Work Order Title: Town of Amherst - Town Shop Renovations

- (a) sufficient financial ability to perform the contract as evidenced by the Contractor's ability to obtain payment and performance bonds from an acceptable surety;
- (b) appropriate experience to perform the work described in the Detailed Scope of Work ;
- (c) any judgments entered against the Contractor, or any officers, directors, partners or owners for breach of a contract for construction;
- (d) any substantial noncompliance with the terms and conditions of prior construction contracts with a public body without good cause where the substantial noncompliance is documented; or
- (e) a conviction of the Contractor or any officer , director, partner, project manager, procurement manager, chief financial officer, or owner in the last five years of a crime relating to governmental or nongovernmental construction or contracting;
- (f) any current debarment of the Contractor, any officer, director or owner, from bidding or contracting by any public body of any state, any state agency, or any agency of the federal government.

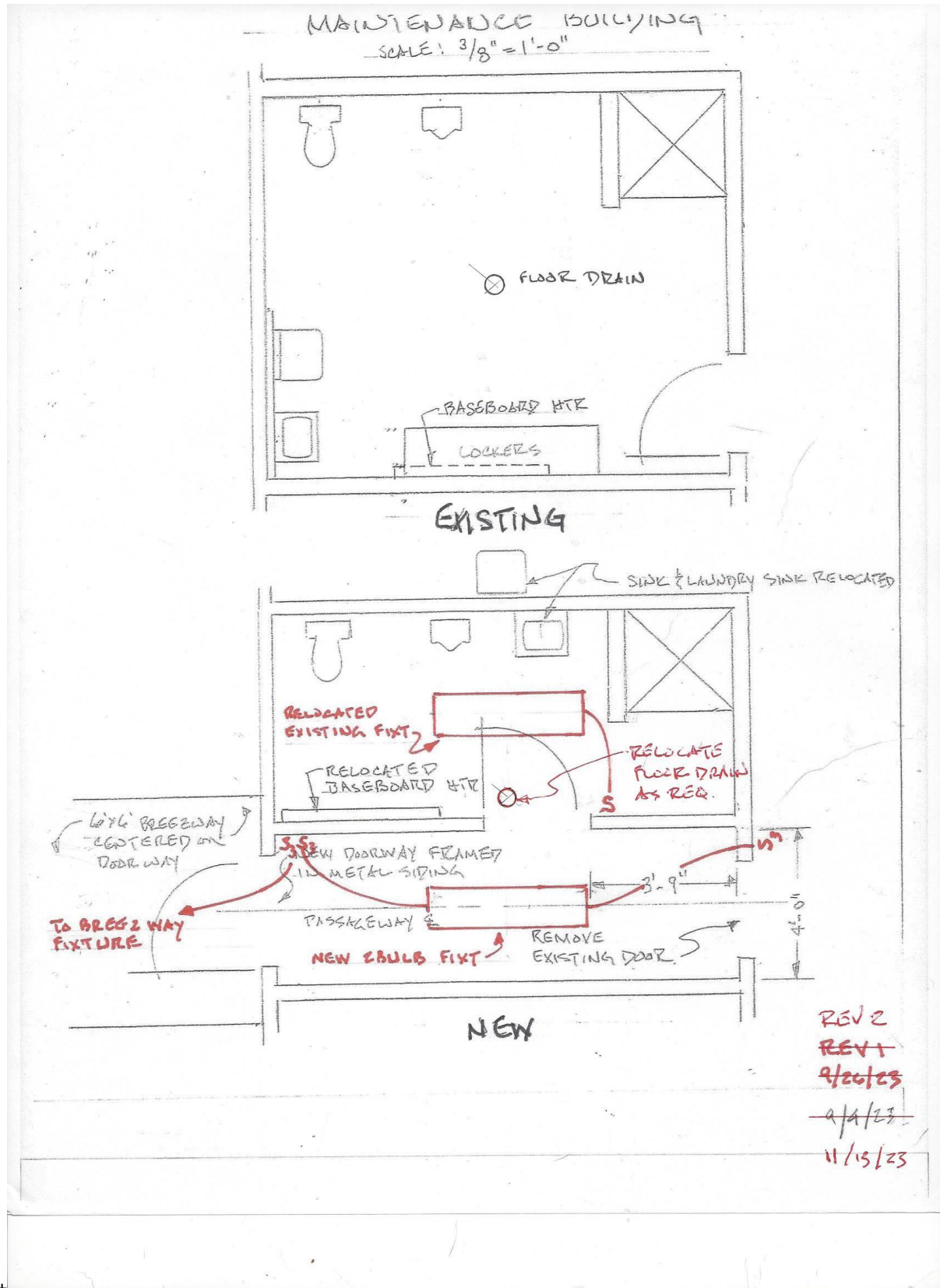
5. ATTACHMENTS:

- a. Detailed Scope Of Work
- b. Other Documentation
- c. Other Documentation

**ATTACHMENT C
MAIN FLOOR PLAN**



**ATTACHMENT D
INTERIOR SHOP MODIFICATIONS**





TOWN OF AMHERST

P.O. Box 280 174 S. Main Street Amherst, VA 24521
Phone (434)946-7885 Fax (434)946-2087

To: Town Council

From: Sara McGuffin

Date: January 5, 2024

Re: Appropriation for Water Withdrawal Permit

Every fifteen years, the Town must renew its Water Withdrawal Permit from the Department of Environmental Quality (DEQ). This is our permit to withdraw the raw water from the Buffalo River for our Water Treatment Plant to treat.

We are in the process of working on the permit with DEQ and WW Associates. The cost of the permit is \$10,000. Staff requests appropriation from the Water Fund Reserve for this cost.