

# AMHERST TOWN COUNCIL AGENDA

Wednesday, April 9, 2025

Work session at 5:00 p.m.

Meeting at 7:00 p.m.

Town Hall, 174 S. Main Street,  
Amherst, VA 24521

- A. **Call to Order for the Town Council Work Session- 5:00 p.m.- Mayor Tuggle**
- B. **Call to Order for the Economic Development Authority Joint Meeting with the Town Council- Chairman Turner**
- C. **Economic Development Authority Approval of Annual Bills (Pgs. 1-8)- Sara McGuffin- Each year, the Economic Development Authority approves the annual recoupment bill to the county and the maintenance bills to property owners within the Park.**
  - 1. **Closed Session (Pgs. 9-10) Each body will vote on the proposed motions- Pursuant to §2.2-3711A.3 and §2.2-3711A.5 of the Code of Virginia, relating to a prospective business or industry where no previous announcement has been made of the business or industry's interest in locating or expanding its facilities in the community and the disposition of real estate where discussion in an open meeting would adversely affect the bargaining position of the public body.**
- D. **Recess for Dinner- 6:15 p.m.**
- E. **Call to Order for the Town Council– 7:00 p.m. - Mayor Tuggle**
- F. **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.**
- G. **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.**
- H. **Public Hearings and Presentations**
  - 1. **Public Hearing: Rezoning for 305 Sunset Drive (Pgs. 11-14)- Sara McGuffin- A public hearing was set and notified by mail for this rezoning, however, an advertising error with the News and Advance invalidated the required notice. The hearing has been readvertised and notified for this meeting.**
  - 2. **Public Hearing: Rezoning for Stuart Johnson (Pgs. 15-20)- Sara McGuffin- Stuart Johnson has requested rezoning of land at the end of Vista Drive. Council acted on this request in February, but staff later learned that the required advertisement did not go through as submitted. Staff recommends hearing this case again and recommends approval to the Council.**
  - 3. **Public Hearing: FY 2026 Capital Improvement Plan (Pg. 56)- Tracie Morgan- Council has set and notice has been provided for the proposed Capital Improvement Program, as recommended by the Planning Commission.**
  - 4. **Public Hearing: FY 2026 Budget (Pgs. 21-60)- Tracie Morgan- This time is set aside for a public hearing on the proposed budget. By Code, the budget cannot be adopted at the same meeting as the public hearing. This is slated for adoption at the May meeting.**

- 5. Public Hearing: Parking Code Amendments (Pgs. 61-72)-** Sara McGuffin- Per Council's request, staff has reviewed the existing parking regulations and provided a new section that prohibits overnight parking on South Main Street, between Star and Second Streets, to address parking that is occurring for multiple days at a time. This proposed amendment has been advertised for public hearing and consideration by the Council and includes a new enforcement provision.
- I. 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.
- J. 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.73-80)** – Draft of the March 12 meeting minutes for the worksession and regular meeting 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. 81-92)-** The check register for the month of March 2025 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.
- K. Correspondence and Reports**
- 1. Staff Reports (Pgs. 93-129)**
- 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. 130-132)**
- a. Planning Commission- met April 2<sup>nd</sup>, 2025, minutes attached
  - b. Economic Development Authority- April meeting in conjunction with Council
  - c. Robert E. Lee SWCD
- L. Discussion Items**
- 1. Rotary Club Peace Pole Proposal (Pgs. 133-135)-** Sara McGuffin- The Rotary Club has requested permission to place a "Peace Pole" in town. They are considering three locations and request input and approval from Council to place a pole on Town owned property.
- 2. Improvements at Old Mill Park (Pg. 136)-** Sara McGuffin- Given the decision to not move forward with the JRA proposal due to the size and scope of the project, but hearing that there is interest in erosion control and landscaping improvements at the park, staff suggests designing a collaborative process with the schools to engage the public in a design to add landscaping and places of calm at the park. Dr. Wells has suggested that multiple high school classes could participate in the design and vetting of proposals, as well as the eventual planting of any landscaping that is proposed.
- 3. Review of Status of Water Withdrawal Permit (Pgs. 137-141)-** Sara McGuffin- Staff will provide an update on the status of the Water Withdrawal Permit process.

**4. Upcoming Vacancy on Town Council-** *Kelley Kemp- Vice-Mayor Higginbotham has tendered his resignation from council, effective April 30. Attorney Kemp will walk Council through the process for appointment and election of the seat.*

**M. Matters from Staff**

**N. Citizen Comments**

**O. Matters from Town Council**

**P. Anticipated Town Council Agenda Items for Next Month**

**Q. Adjournment**



## TOWN OF AMHERST

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

March 6, 2025

Jeremy Bryant  
Amherst County  
P.O. Box 390  
Amherst, VA. 24521

RE: Brockman Park Recoupment Fund

Pursuant to the October 2, 2001 agreement, the Authority has prepared the enclosed report.

Please review this report for accuracy and appropriateness and forward the calculated \$64,795.16 recoupment as soon as they are paid to the County.

Thank you in advance for your attention to this.

Sincerely,

Tracie L. Morgan  
Deputy Town Manager/Treasurer

Enclosure



# Brockman Park Investment Recoupment Report

Prepared: 01/29/24

*Prior to the transfer of any amount by the Town, the IDA shall prepare an annual activity report on the Fund in January of each year for the prior calendar year and submit it to the Town along with estimates for the then-current year. A copy of this report and any accompanying documentation shall be concurrently submitted to the County.*

**Balance, 6/30/2024** \$ 2,032,965.98

**FY 24 Activity:**

County: Lot 10: Steven D. Clancy, LLC (BlackBox) Real Estate Taxes	12,694.10	
Lot 10: MTS/Black Box Personal Property Taxes	1,148.86	
Lot 10: MTS/Black Box Business Equipment Taxes	7,405.43	
Lot 9b,c: HBH Amherst, LLC (Horizon) Real Estate Taxes	8,566.24	
Lot ????: AmherstSNF Operations/Fairmont Real Estate Taxes	37,721.18	
Lot ????: AmherstSNF Operations/Fairmont Business Equipment		
<i>Note: Above is as per Commissioner of the Revenue Jane Irby on 2/21/25</i>		
Less - FY98 Assessment	(2,740.65)	
<b>Total FY25 from County</b>		<b>(64,795.16)</b>

**Town: 2024**

	Value	Town Tax Rate
Lot 10: Steven D. Clancy, LLC (BlackBox) Real Estate Taxes	2,081,000.00	749.16
Lot 10: MTS/Black Box Personal Property Taxes	33,550.00	117.43
Lot 10: MTS/Black Box Business Equipment Taxes	214,650.00	751.28
Lot 9b,c: HBH Amherst, LLC (Horizon) Real Estate Taxes	1,404,300.00	505.55
Lot ????: AmherstSNF Operations/Fairmont Real Estate Taxes	6,183,800.00	2,226.17
Lot ????: AmherstSNF Operations/Fairmont Business Equipment	0.00	0.00
		<b>(4,349.58)</b>

**Projected Balance, 6/30/2025** \$ 1,963,821.24



## TOWN OF AMHERST

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

March 6, 2025

Amherst SNF Operations, LLC  
173 Brockman Park  
Amherst, VA. 24521

RE: Brockman Park Association-CY 2024 Expenses

Pursuant to the terms of the Brockman Park Association agreement, the Authority has prepared the enclosed calculation of expenses for maintaining the common areas at the L. Barnes Brockman, Sr. Business and Industrial Park incurred during 2024.

Please review this report for appropriateness and forward the calculated \$572.94 reimbursement to the Town of Amherst at your earliest convenience.

Thank you in advance for your attention to this.

Sincerely,

  
Tracie L. Morgan  
Deputy Town Manager/Treasurer

Enclosure

# Brockman Park Owners Association

Maintenance Reimbursement for CY24

029-537-567-0-3

Date	Vendor	Description	Invoice Amount
1/15/2024	AMERICAN ELECTRIC POWER		\$ 32.67
2/15/2024	AMERICAN ELECTRIC POWER		\$ 31.61
3/15/2024	AMERICAN ELECTRIC POWER		\$ 29.98
4/15/2024	AMERICAN ELECTRIC POWER		\$ 29.03
5/13/2024	AMERICAN ELECTRIC POWER		\$ 26.75
6/15/2024	AMERICAN ELECTRIC POWER		\$ 26.76
7/14/2024	AMERICAN ELECTRIC POWER		\$ 24.92
8/13/2024	AMERICAN ELECTRIC POWER		\$ 25.53
9/14/2024	AMERICAN ELECTRIC POWER		\$ 29.09
10/14/2024	AMERICAN ELECTRIC POWER		\$ 29.31
11/11/2024	AMERICAN ELECTRIC POWER		\$ 40.41
12/15/2024	AMERICAN ELECTRIC POWER		\$ 34.31
<b>Subtotal, Sign Electricity</b>			<b>\$ 360.37</b>

Last year's grass cutting contract=	\$ 6,270.26
Increase by the Consumer Price Index (2.8%)	\$ 232.00

**Subtotal, Grass Cutting** **\$ 6,502.26**

\$ -  
\$ -

**Subtotal, Other Property Maintenance** **\$ -**

\$ 13.56	\$/light/month per bill
\$ 10.44	\$/light/month other charges
<u>\$ 24.00</u>	Actual per-month cost per BP light
	8 # lights
	12 # months
<u>\$2,304.47</u>	Cost to provide street lights at BP

**Subtotal, Street Lights** **\$ 2,304.47**

Total **\$ 9,167.10**  
#Lots **16**

Per Lot Assessment **\$ 572.94**



Prepared 2/27/2025  
Printed: 2/28/2025



## TOWN OF AMHERST

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

March 6, 2025

Steven D. Clancy  
Steven D. Clancy, LLC  
20 Speen St  
Suite 403  
Framingham, MA 01701

RE: Brockman Park Association-CY 2024 Expenses

Pursuant to the terms of the Brockman Park Association agreement, the Authority has prepared the enclosed calculation of expenses for maintaining the common areas at the L. Barnes Brockman, Sr. Business and Industrial Park incurred during 2024.

Please review this report for appropriateness and forward the calculated \$572.94 reimbursement to the Town of Amherst at your earliest convenience. This amount is related to your property at 131 E Commerce St, Amherst, VA. 24521

Thank you in advance for your attention to this.

Sincerely,

Tracie L. Morgan  
Treasurer

Enclosure

# Brockman Park Owners Association

Maintenance Reimbursement for CY24

029-537-567-0-3

Date	Vendor	Description	Invoice Amount
1/15/2024	AMERICAN ELECTRIC POWER		\$ 32.67
2/15/2024	AMERICAN ELECTRIC POWER		\$ 31.61
3/15/2024	AMERICAN ELECTRIC POWER		\$ 29.98
4/15/2024	AMERICAN ELECTRIC POWER		\$ 29.03
5/13/2024	AMERICAN ELECTRIC POWER		\$ 26.75
6/15/2024	AMERICAN ELECTRIC POWER		\$ 26.76
7/14/2024	AMERICAN ELECTRIC POWER		\$ 24.92
8/13/2024	AMERICAN ELECTRIC POWER		\$ 25.53
9/14/2024	AMERICAN ELECTRIC POWER		\$ 29.09
10/14/2024	AMERICAN ELECTRIC POWER		\$ 29.31
11/11/2024	AMERICAN ELECTRIC POWER		\$ 40.41
12/15/2024	AMERICAN ELECTRIC POWER		\$ 34.31
<b>Subtotal, Sign Electricity</b>			<b>\$ 360.37</b>

Last year's grass cutting contract=	\$ 6,270.26
Increase by the Consumer Price Index (2.8%)	\$ 232.00

**Subtotal, Grass Cutting** **\$ 6,502.26**

\$ -  
\$ -

**Subtotal, Other Property Maintenance** **\$ -**

\$ 13.56	\$/light/month per bill
\$ 10.44	\$/light/month other charges
<u>\$ 24.00</u>	Actual per-month cost per BP light
	8 # lights
	12 # months
<u>\$2,304.47</u>	Cost to provide street lights at BP

**Subtotal, Street Lights** **\$ 2,304.47**

Total **\$ 9,167.10**  
#Lots **16**

Per Lot Assessment **\$ 572.94**



Prepared 2/27/2025  
Printed: 2/28/2025





## TOWN OF AMHERST

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

March 6, 2025

Horizon Behavioral Health  
2241 Langhorne Rd  
Lynchburg, VA. 24501

RE: Brockman Park Association-CY 2024 Expenses

Pursuant to the terms of the Brockman Park Association agreement, the Authority has prepared the enclosed calculation of expenses for maintaining the common areas at the L. Barnes Brockman, Sr. Business and Industrial Park incurred during 2024.

Please review this report for appropriateness and forward the calculated \$572.94 reimbursement to the Town of Amherst at your earliest convenience.

Thank you in advance for your attention to this.

Sincerely,

Tracie L. Morgan  
Treasurer

Enclosure

# Brockman Park Owners Association

Maintenance Reimbursement for CY24  
029-537-567-0-3

Date	Vendor	Description	Invoice Amount
1/15/2024	AMERICAN ELECTRIC POWER		\$ 32.67
2/15/2024	AMERICAN ELECTRIC POWER		\$ 31.61
3/15/2024	AMERICAN ELECTRIC POWER		\$ 29.98
4/15/2024	AMERICAN ELECTRIC POWER		\$ 29.03
5/13/2024	AMERICAN ELECTRIC POWER		\$ 26.75
6/15/2024	AMERICAN ELECTRIC POWER		\$ 26.76
7/14/2024	AMERICAN ELECTRIC POWER		\$ 24.92
8/13/2024	AMERICAN ELECTRIC POWER		\$ 25.53
9/14/2024	AMERICAN ELECTRIC POWER		\$ 29.09
10/14/2024	AMERICAN ELECTRIC POWER		\$ 29.31
11/11/2024	AMERICAN ELECTRIC POWER		\$ 40.41
12/15/2024	AMERICAN ELECTRIC POWER		\$ 34.31
<b>Subtotal, Sign Electricity</b>			<b>\$ 360.37</b>

Last year's grass cutting contract= \$ 6,270.26  
Increase by the Consumer Price Index (2.8%) \$ 232.00

**Subtotal, Grass Cutting \$ 6,502.26**

\$ -  
\$ -

**Subtotal, Other Property Maintenance \$ -**

\$ 13.56 \$/light/month per bill  
\$ 10.44 \$/light/month other charges  
\$ 24.00 Actual per-month cost per BP light  
8 # lights  
12 # months  
\$2,304.47 Cost to provide street lights at BP

**Subtotal, Street Lights \$ 2,304.47**

Total **\$ 9,167.10**

#Lots **16**

Per Lot Assessment **\$ 572.94**



Prepared 2/27/2025  
Printed: 2/28/2025

**TOWN OF AMHERST ECONOMIC DEVELOPMENT AUTHORITY**

MOTION:  
SECOND:

Wednesday, April 9, 2025  
Work Session

RE: AUTHORIZE CLOSED MEETING

WHEREAS, the Economic Development Authority of the Town of Amherst desires to discuss in Closed Meeting the following matter(s):

- Matters relating to a prospective business or industry where no previous announcement has been made of the business or industry's interest in locating or expanding its facilities in the community and the disposition of real estate where discussion in an open meeting would adversely affect the bargaining position of the public body.

WHEREAS, pursuant to: §2.2-3711(A)(1) and §2.2-3711A.5 of the Code of Virginia, such discussions may occur in Closed Meeting.

NOW, THEREFORE, BE IT RESOLVED that the Town of Amherst Economic Development Authority does hereby authorize discussion of the aforesated matters in Closed Meeting.

Adopted this 9th day of April 2025.

---

Sharon W. Turner, Chairperson

ATTEST:

---

Clerk of Council



**TOWN OF AMHERST TOWN COUNCIL**

MOTION:  
SECOND:

Wednesday, April 9, 2025  
Work Session

RE: AUTHORIZE CLOSED MEETING

WHEREAS, the Town Council of the Town of Amherst desires to discuss in Closed Meeting the following matter(s):

- Matters relating to a prospective business or industry where no previous announcement has been made of the business or industry's interest in locating or expanding its facilities in the community and the disposition of real estate where discussion in an open meeting would adversely affect the bargaining position of the public body.

WHEREAS, pursuant to: §2.2-3711(A)(1) and §2.2-3711A.5 of the Code of Virginia, such discussions may occur in Closed Meeting.

NOW, THEREFORE, BE IT RESOLVED that the Town Council of the Town of Amherst does hereby authorize discussion of the aforesated matters in Closed Meeting.

Adopted this 9th day of April 2025.

---

D. Dwayne Tuggle, Mayor

ATTEST:

---

Clerk of Council



**STAFF REPORT**  
**REZONING**  
Taze Crowder  
Planning Commission Public Hearing

---

**General Information:**

Processing schedule: The Planning Commission set a public hearing for this request at their February 2025, 2024 meeting. The public hearing was delayed due to an issue with advertising. The public hearing will be held with the Planning Commission on April 2, 2025 and with the Council on April 9, 2025.

**Application Information:**

Owner:	Sandra L. Brown
Applicant:	Taze Crowder, Actual Surveyors
Requested Action:	Rezoning from A-1 to R-1
Location:	305 Sunset Drive
Existing Zoning:	A-1
Proposed Zoning:	R-1
Existing land uses:	Single Family Residential
Comp. plan area:	Agriculture
Lot size:	28.8 acres
Adjacent Zoning:	North: R-1 East: R-1 South: A-1 West: A-1

**Summary of Request and Background Information:**

Sandra L. Brown owns a parcel of property that includes her house and several acres of agricultural land. She has an adjacent property owner that would like to purchase the adjacent agricultural land. In order to complete the sale, Ms. Brown will need to divide the portion of property with her home from the remaining acreage. The current A-1 zoning requires a much larger lot size than Ms. Brown would want. The applicant is thus requesting rezoning to R-1, which matches the adjacent

homes, to allow for a lot size that is consistent with adjacent neighbors. After rezoning, the lot will be divided off to create a 0.768 acre parcel. The remainder will be conveyed to the adjacent owner.

**Public Notice**

The proposal was advertised for public hearing for two consecutive weeks, as required by State Code, and adjacent property owners received a public notice, also as required by Code.

**Consistency with the Comprehensive Plan:**

The Comprehensive Plan reflects the current zoning, however, the language of the Plan validates the additional residential units in the area, as does the existing water and sewer infrastructure. Additionally, the requested rezoning is consistent with the adjacent properties and the current utilization of the property.

**Consistency with the Zoning Ordinance:**

The proposed use of the subject property is compatible with surrounding zoning and the intent of the district.

**Citizen Comment:**

There has not yet been any citizen comments.

**Conclusion:**

The proposed use in this area is compliance with the Comprehensive Plan and the intent of the R-1 district. Staff recommends approval of the proposal.

**Recommendation:**

Staff recommends approval of the proposal. Should there be concerns from the public regarding aspects of the use, staff recommends that the Commission hear these concerns and determine if they can be resolved in time for the Council's scheduled public hearing on the following week.

Town of Amherst - Zoning Official  
c/o The Honorable Mrs. Sara E. McGuffin, Town Manager  
174 S. Main Street,  
Amherst, VA 24521

**RE:** Cover letter requesting rezoning of a portion of Tax Parcel 95-A-51 from A-1 to R-1

Dear Mrs. McGuffin,

I am writing to formally request the rezoning of a portion of Lot 15, specifically Lot 15A as shown on the attached survey, which is a 0.768-acre portion of existing Lot 15, having a current tax parcel designation of 95-A-51 from its current A-1 Agriculture zoning to R-1 Residential. The remaining 11.032 acres of Lot 15 will continue to be zoned as A-1 Agriculture.

The primary reason for this request is compatibility and consistency with the adjacent residential parcels, which are currently zoned R-1 Residential. Rezoning Lot 15A to R-1 Residential will provide several benefits to the community and the town, including:

**Harmonious Land Use:** Aligning the zoning of Lot 15A with the adjacent R-1 Residential parcel will create a more cohesive and harmonious land use pattern in the area. This consistency can enhance the overall aesthetic and functional integration of the neighborhood.

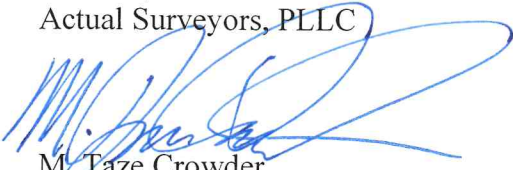
**Efficient Land Utilization:** By rezoning a small portion of Lot 15 to R-1 Residential, we can make efficient use of the land without significantly impacting the agricultural use of the remaining 11.032 acres. This balanced approach ensures that both residential and agricultural needs are met.

**Property Value Enhancement:** The rezoning is likely to enhance the value of Lot 15A and the surrounding properties. Residential zoning typically increases property values, which can benefit the town through higher property tax revenues.

I believe that this rezoning request aligns with the town's long-term planning goals as illustrated by the town's zoning map and will contribute positively to the community. I kindly request your favorable consideration of this application. Please feel free to contact me if you require any additional information or have any questions.

Thank you for your time and attention to this matter.

Sincerely,  
Actual Surveyors, PLLC



M. Taze Crowder  
Manager

**NOTES:**

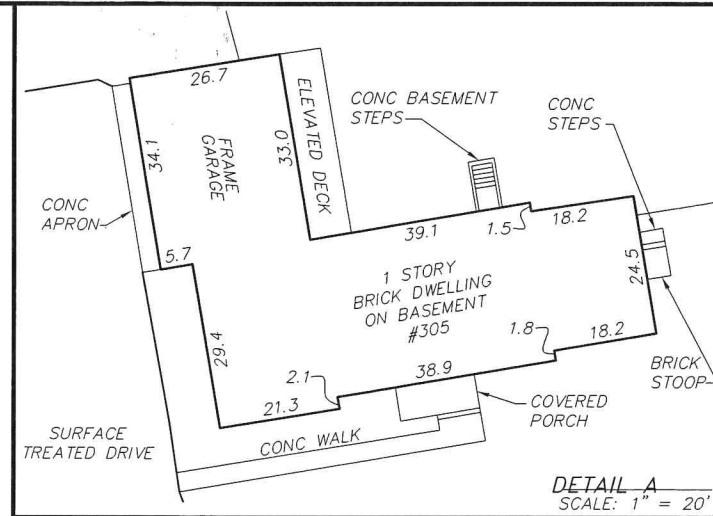
- LEGAL REFERENCES: TAX MAP NO. 95-A-51 & 51A  
INSTRUMENT NUMBER 170001948  
PLAT BOOK D PAGE 110  
CURRENT OWNER: SANDRA L. BROWN
- THIS SURVEY WAS PERFORMED WITHOUT THE BENEFIT OF A TITLE REPORT BY AN ATTORNEY AND, THEREFORE, MAY NOT NECESSARILY INDICATE ALL ENCUMBRANCES UPON THE PROPERTY.
- BY GRAPHIC PLOTTING ONLY, THE SUBJECT PROPERTY FALLS ENTIRELY WITHIN UNSHADED ZONE X AS SHOWN ON FEMA MAP NUMBER 51009C0280B, BEARING AN EFFECTIVE DATE OF SEPTEMBER 19, 2007.
- ALL EASEMENTS AND EVIDENCE OF UNDERGROUND UTILITIES ARE NOT NECESSARILY SHOWN (SEE NOTE 2).
- NO SEARCH WAS MADE TO LOCATE PLACES OF BURIAL OR WETLANDS. IT IS OUTSIDE THE SCOPE OF SERVICES TO MAKE SUCH A SEARCH OR DETERMINATION, THEREFORE, THIS PLAT IS SUBJECT TO INFORMATION AND LOCATION OF GRAVEYARDS OR WETLANDS THAT MAY EXIST ON THE SUBJECT PROPERTY.
- PRIOR TO THE COMMENCEMENT OF ANY CONSTRUCTION OWNER/CONTRACTOR SHALL VERIFY THE REQUIRED DISTANCES OF ALL SETBACKS AS THESE ARE SUBJECT TO CHANGE. THE FRONT SETBACK WILL BE DETERMINED BY THE TOWN MANAGER DUE TO PRESCRIPTIVE NATURE OF THE SUNSET DRIVE RIGHT-OF-WAY.
- ONE NEW LOT IS BEING CREATED BY THIS PLAT LOT 15A A PORTION OF EXISTING LOT 15 OF THE M.S. FLOYD ESTATE.

**CURVE DATA**

- CURVE C1:**  
ARC LENGTH: 128.73'  
RADIUS: 1166.20'  
TANGENT: 64.43'  
COURSE: S77°39'43"E  
CHORD: 128.66'
- CURVE C2:**  
ARC LENGTH: 11.99'  
RADIUS: 1166.20'  
TANGENT: 6.00'  
COURSE: S81°07'07"E  
CHORD: 11.99'
- CURVE C3:**  
ARC LENGTH: 63.97'  
RADIUS: 1166.20'  
TANGENT: 31.99'  
COURSE: S82°59'05"E  
CHORD: 63.96'
- CURVE C4:**  
ARC LENGTH: 1.44'  
RADIUS: 465.48'  
TANGENT: 0.72'  
COURSE: S84°38'41"E  
CHORD: 1.44'
- CURVE C5:**  
ARC LENGTH: 157.38'  
RADIUS: 495.85'  
TANGENT: 79.36'  
COURSE: N86°34'30"E  
CHORD: 156.72'

**LINE DATA**

LINE L1:  
COURSE: N77°28'56"E, 23.45'



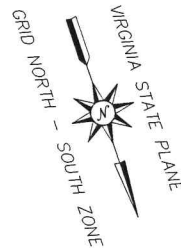
**LEGEND**

- CONC.....CONCRETE
- TELE.....TELEPHONE
- PWR.....POWER
- WM.....WATER METER
- OVERHEAD UTILITY LINES
- BARBED WIRE FENCE LINE
- UTILITY POLE

**ACREAGE TABULATION**

LOT 15 ±11.8 ACRES (FROM SURVEY RECORDS)  
LOT 15A -0.768 ACRE  
LOT 15 NOW CONTAINS 11.032 ACRES REMAIN

CHRISTIAN H. & VEDA M. BUTCHER  
TAX PARCEL 96-A-52  
INSTRUMENT NUMBER 18000230  
PLAT BOOK 3 PAGE 91  
ZONED: A-1



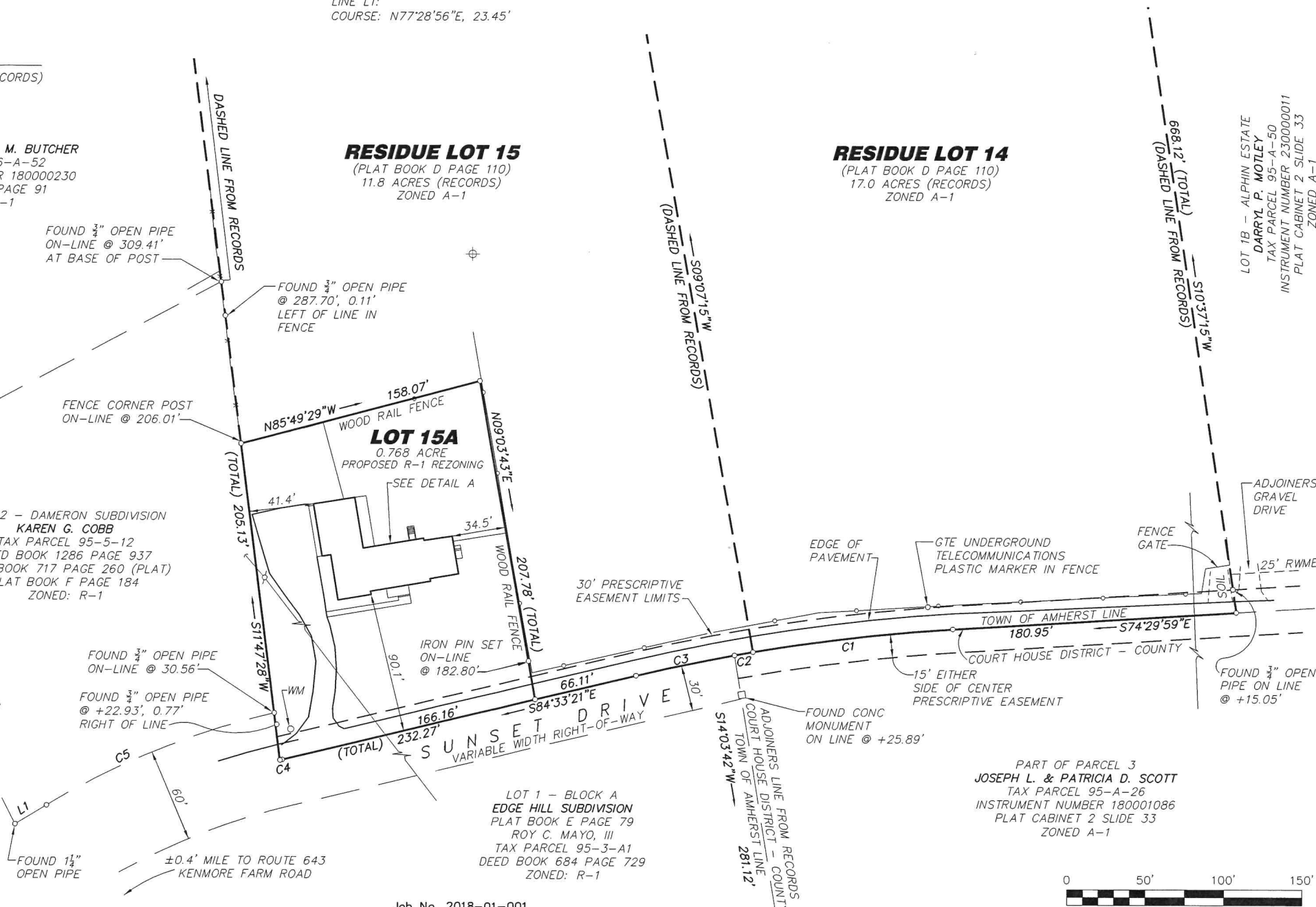
LOT 12 - DAMERON SUBDIVISION  
KAREN G. COBB  
TAX PARCEL 95-5-12  
DEED BOOK 1286 PAGE 937  
DEED BOOK 717 PAGE 260 (PLAT)  
PLAT BOOK F PAGE 184  
ZONED: R-1

**RESIDUE LOT 15**  
(PLAT BOOK D PAGE 110)  
11.8 ACRES (RECORDS)  
ZONED A-1

**RESIDUE LOT 14**  
(PLAT BOOK D PAGE 110)  
17.0 ACRES (RECORDS)  
ZONED A-1

LOT 1B - ALPHIN ESTATE  
DARRYL P. MOTLEY  
TAX PARCEL 95-A-50  
INSTRUMENT NUMBER 230000011  
PLAT CABINET 2 SLIDE 33  
ZONED A-1

PLAT OF SUBDIVISION & REZONING REQUEST FOR  
**SANDRA L. BROWN**  
305 SUNSET DRIVE  
SHOWING A PORTION OF THE RESIDUE OF  
LOTS 14 & 15 AND SHOWING THE CREATION  
OF LOT 15A - 0.768 ACRE  
M. S. FLOYD SUBDIVISION  
TAX PARCEL NUMBER 95-A-51  
TOWN OF AMHERST, VIRGINIA  
SURVEYED: NOVEMBER 12, 2024  
SCALE: 1" = 50'





**STAFF REPORT  
REZONING**  
Stuart Johnson  
Planning Commission Public Hearing

---

**General Information:**

Processing schedule: The Planning Commission set a public hearing for this request at their November 6, 2024 meeting. The public hearing will be held on December 4, 2024. After the public hearing, the Planning Commission may continue their deliberations or forward the proposal onto the Town council with a recommendation.

**Application Information:**

Owner:	Samuel Masie Estate
Applicant:	Stuart Johnson
Requested Action:	Rezoning from A-1 to R-1
Location:	End of Vista Drive
Existing Zoning:	A-1
Proposed Zoning:	R-1
Existing land uses:	Vacant
Comp. plan area:	Residential

**Summary of Request and Background Information:**

Stuart and Jennifer Johnson live adjacent to the subject property, though their property is addressed from Lexington Turnpike (they are located behind Amherst Baptist Church). Mr. Johnson is interested in purchasing this property to create three building lots and also allow for an access to his home from Vista Drive.

In order to divide the property, Mr. Johnson would need to rezone the property to a residential category in order to meet building lot requirements. The designation to R-1 matches the adjacent neighborhood and would create building lots consistent with the surrounding community.

**Public Notice**

The proposal was advertised for public hearing for two consecutive weeks, as required by State Code, and adjacent property owners received a public notice, also as required by Code. The property had a sign placed on it for notice as well.

**Consistency with the Comprehensive Plan:**

The Comprehensive Plan reflects the current zoning, however, the language of the Plan validates the additional residential units in the area, as does the existing water and sewer infrastructure.

**Consistency with the Zoning Ordinance:**

The proposed use of the subject property is compatible with surrounding zoning and the intent of the district.

**Citizen Comment:**

There has not yet been any citizen comments.

**Conclusion:**

The proposed use in this area is compliance with the Comprehensive Plan and the intent of the R-1 district. Staff recommends approval of the proposal.

**Recommendation:**

Staff recommends approval of the proposal. Should there be concerns from the public regarding aspects of the use, staff recommends that the Commission hear these concerns and hold the application over to next month's meeting so that they can be addressed.



DATE 10-24-2024

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

APPLICANT  
ADDRESS

Stuart D Johnson OWNER  
Po Box 1071 ADDRESS

Estate of Samuel P Moss  
127 Vista Dr

CITY  
TELEPHONE NO.

Amherst VA CITY  
434-660-1154 TELEPHONE NO

Amherst VA 24521  
942-7603

REPRESENTATIVE

Stuart D Johnson

ADDRESS

Po Box 1071

CITY

Amherst

TELEPHONE NO.

660-1154

LOCATION OF REQUEST

end Vista Dr.

TAX MAP NO.

82-A-47, 96A-1-1-B6, 33

LOT AREA

3.47 acres total

EXISTING ZONING

A-1

PROPOSED ZONING

R-1

STATEMENT BY APPLICANT

wish to rezone the 2 parcels

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

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

[Signature]  
Signature of Applicant

10-15-24  
Date

PLANNING COMMISSION PUBLIC HEARING

Time

Date

PLANNING COMMISSION ACTION

Zoning Administrator

Date

TOWN COUNCIL PUBLIC HEARING

Time

Date

TOWN COUNCIL ACTION

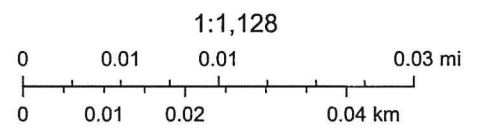
Clerk of Council

Date





October 15, 2024



Maxar, Microsoft, Esri Community Maps Contributors, WVU Facilities, VGIN, West Virginia GIS, © OpenStreetMap, Microsoft, Esri, TomTom, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, EPA, NPS, US Census Bureau, USDA, USFWS



**Adjacent property owner information for**

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

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

Tax Map #	Physical Address	Owner's Name	Owner's Mailing Address
96A1-1-A22	163 Vista Dr	Richard M Wydner	PO Box 436 Amherst VA 24521
96A1-1-A (82)	160 Vista Dr Amherst VA	Terry H Jones	160 Vista Dr Amherst VA 24521
82-A-46C	138 Vista Amherst VA	Stephen + Michelle LeVine	138 Vista Dr. Amherst VA
82-A-48	293 Ridge Dr	Sarah Myers	1366 Turkey Hill Rd Lexington VA 24450
96A1-A-2	234 Lexington Turnpike	Stuart + Jennifer Johnson	PO Box 1071 Amherst
82-A-47		Sally Glynn, Ann Addison, Elizabeth massie + Samuel massie	127 Vista Dr 24521

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

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



DATE 10-24-2024

CERTIFICATE OF OWNER'S REPRESENTATIVE  
TOWN OF AMHERST  
POST OFFICE BOX 280  
AMHERST, VIRGINIA 24521  
(804) 946-7885

Property Owner	<u>Estate of Samuel P Massie</u>
Company	
P.O. Box	<u>127 Vista Dr</u>
City, State, Zip	<u>Amherst VA 24521</u>
E-mail Address	
Telephone	<u>434-942-7603</u>
Fax	

This is to confirm that I am the owner of the property described as follows:

Deed Book/Page Number	
Tax Map Number	<u>96A1-1-B 6,33 82-A-47</u>
Street Address	
Other Description	<u>WL 240000102</u>

and that I hereby make, constitute and appoint:

Representative	<u>Stuart D Johnson</u>
Company	
P.O. Box	<u>1071</u>
City, State, Zip	<u>Amherst VA 24521</u>
E-mail Address	<u>stuart.johnson@CSEonline.net</u>
Telephone	<u>434-660-1154</u>
Fax	

my true and lawful agent and in my name, place and stead giving unto this individual full power and authority to do and perform all acts and make all representation necessary, without any limitation whatsoever, to make application for zoning change(s), special use permit(s), and/or variance(s) for the property referenced herein. The right, powers, and authority of said agent herein granted shall commence and be in full force and effect as of the date this is signed and shall remain in full force and effect thereafter until actual notice is received by the Town Manager of the Town of Amherst stating that the terms of this power have been revoked or that another individual has been appointed as my representative.

Lewis C. Addison, Esq. (SEAL)  
Owner

STATE OF VIRGINIA AT LARGE, TO WIT:  
CITY/COUNTY OF Amherst

I, Joy Williams Long, a Notary Public in and for the State of Virginia At Large do hereby certify that Lewis C. Addison signed the foregoing instrument before me this 24<sup>th</sup> day of October, 2024.

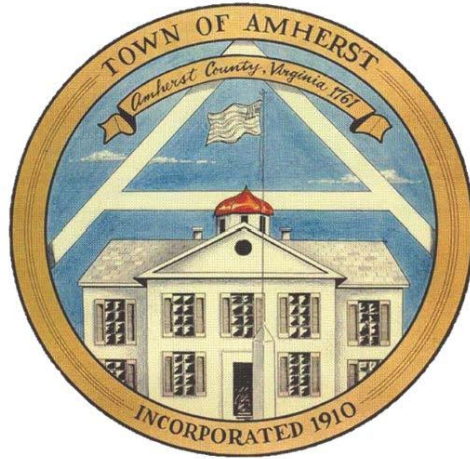
My Commission Expires: 11-30-2026

Joy Williams Long  
Notary Public

JOY WILLIAMS LONG  
NOTARY PUBLIC  
Commonwealth of Virginia  
Registration No. 7769351  
My Commission Expires 11-30-2026

# Table of Contents

Elected Officials.....	2
Budget Proposal Letter.....	3
Budget Ordinance.....	10
Tax Levy.....	13
General Fund Revenues.....	14
General Fund Expenses.....	16
Water Fund Revenues.....	22
Water Fund Expenses.....	23
Sewer Fund Revenues.....	27
Sewer Fund Expenses.....	28
Garbage Fund Revenue.....	32
Garbage Fund Expenses.....	33
EDA Fund Revenue & Expenses.....	35
Capital Improvement Program.....	36
Town Vehicles.....	37
Fund Balance Requirements.....	38
Debt Schedule.....	39
Pay Plan.....	40



## *Elected Officials*

*July 1, 2025*

*Mayor-Dwayne Tuggle*

*Council Member-Andra Higginbotham*

*Council Member-Janice Wheaton*

*Council Member-Kenneth Watts*

*Council Member-Michael Driskill*

*Council Member-Jarred Martin*



# TOWN OF AMHERST

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

**Date:** March 24, 2025

**To:** Mayor Dwayne Tuggle and Members of Town Council

**From:** Tracie L. Morgan, Deputy Town Manager/Treasurer

**Re:** FY 26 Town of Amherst Budget

Mayor and Members of Council, I am pleased to present the proposed budget for fiscal year beginning July 1, 2025, and ending June 30, 2026.

Costs continue to rise across all areas; however, the Town has benefited from healthy fund reserves, which have provided stability during uncertain economic times. This year, we face some financial challenges that require strategic adjustments.

## Overall Highlights

- A **9.46% decrease** in total proposed budget expenses.
- **Health insurance costs** have increased by 12% compared to last year. While alternative plans were considered, it is recommended to maintain the current plan, covering 100% of employee-only coverage for simplicity in budgeting.
- **Personnel costs** have decreased by \$103,000 compared to the FY25 approved budget due to the elimination of two positions and the natural turnover of higher-salaried employees replaced by lower-salaried new hires.
- A **4.8% proposed pay increase** for staff, comprising a **2.8% cost-of-living adjustment** and a **2% step increase** for employees with satisfactory job performance evaluations.
- No proposed funding for capital items. While the Capital Improvement Program (CIP) list is included in this packet, budget constraints prevent recommendations for funding this year.

## General Fund Highlights

General Fund revenues have increased by approximately \$60,000 over last year's adopted budget. Meal tax revenue continues to grow steadily, and a previously non-profit entity transitioning to private operations has generated an additional \$40,000 in business license revenue. The General Fund has sufficient revenue sources to cover proposed expenses and maintains a healthy fund balance. However, a proposed transfer to the Wastewater Fund requires drawing from General Fund reserves to balance the budget.

The proposed budget includes an increase in Administrative Fees which are as follows:

<b>Application Type</b>	<b>Application Fee</b>
Permitted Use	No fee
Special Use Permit	\$500
Zoning Map Amendment	\$500 + \$150/acre over 5 acres
Variance	\$500
Site Plan	\$500 + \$150/acre
Any other application to the Board of Zoning Appeals	\$300
Preliminary Plat	\$150
Final Plat	\$150 + \$50/lot

The Town of Amherst is only one of a select few Towns in the State that does have a Real Estate or Personal Property Tax rate for its citizens. The Town has not charged either tax since 2013 at which time, Real Estate Tax was at \$.036 per \$100 of assessed value and Personal Property Tax was at \$.35 per \$100 of assessed value. If the Town were to reinstate Real Estate Tax rates, one penny of tax would generate \$19,400 in revenue.

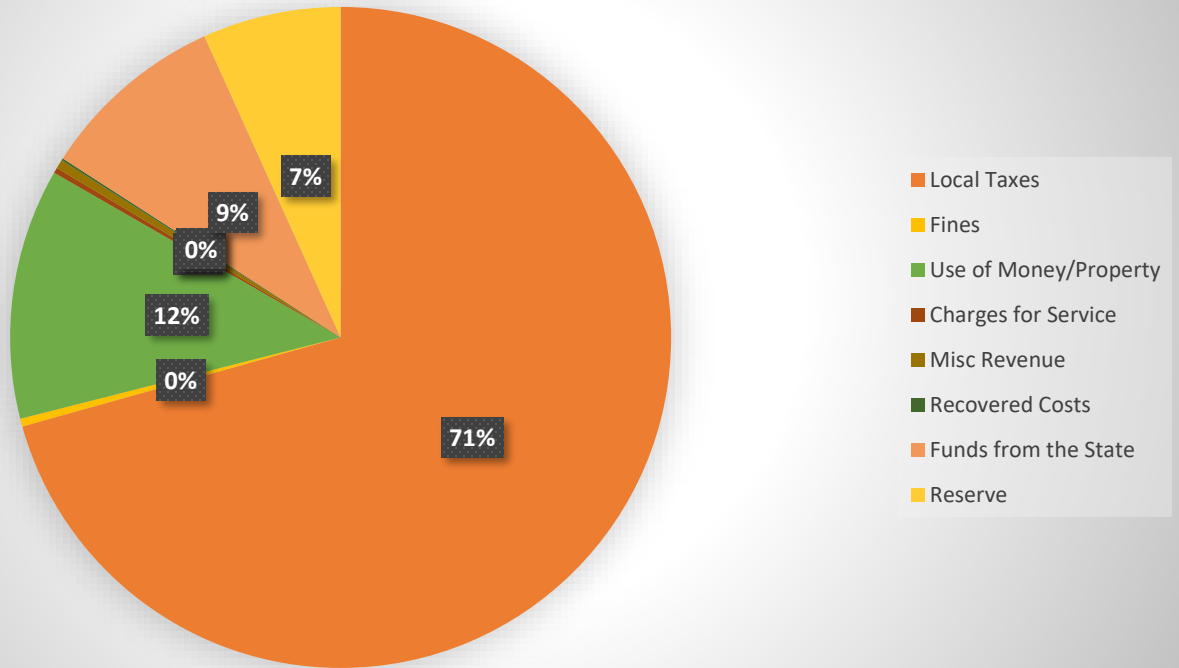
With the exception of fund transfers, General Fund expenses are down this year. While the Town has enjoyed having the K9 program for the past couple of years and the presence of Skye, a cost/benefit analysis of the program cannot justify the continuing expense. This budget proposes no longer funding the K9 program for the Police Department. It does, however, include increased expenses for new weapons, and a new CAD server for Police as the current one is over 13 years old.

Other new or one-time expenses in the General Fund include GIS services for adding zoning and land use to the County GIS system as well as \$20,000 for improvements or structures at “Old Mill Park.”

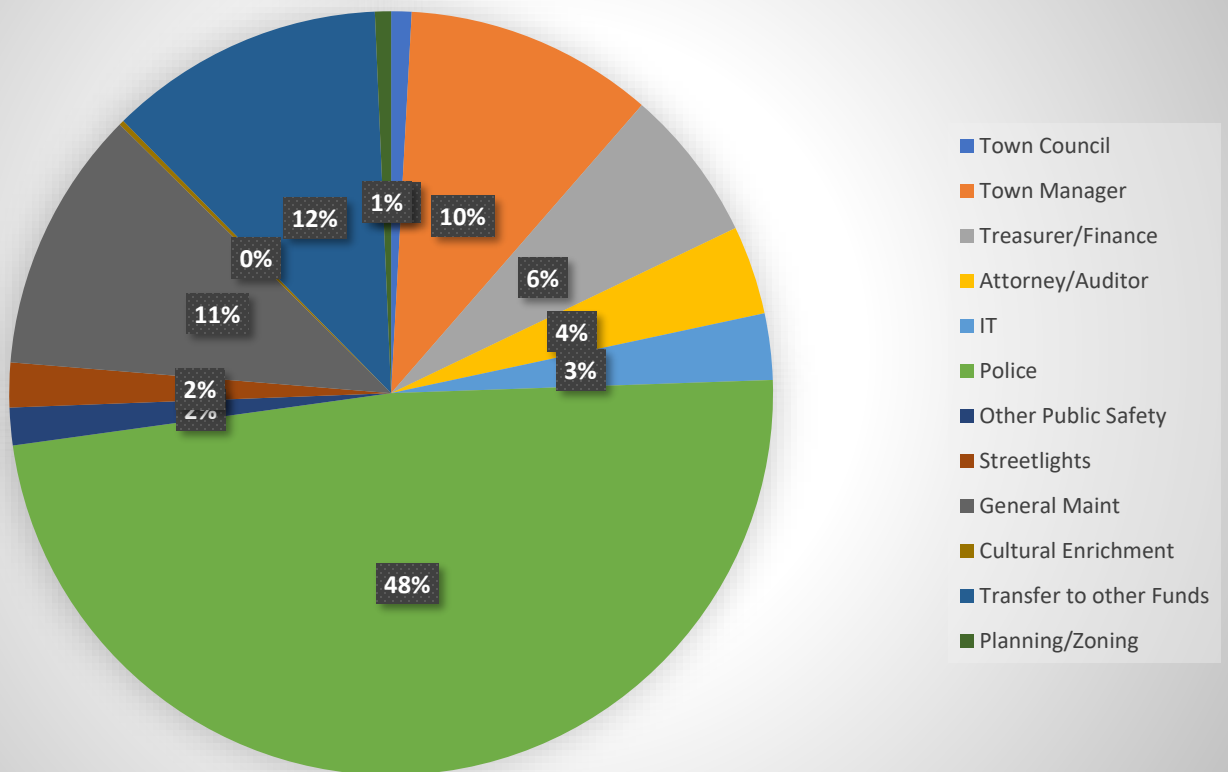
Proposed donations include the following:

- Neighbors Helping Neighbors-\$1,000
- Technology Club-\$2,000
- Amherst Volunteer Fire Department-\$15,000
- Amherst County Museum-\$2,500
- Village Garden Club-\$3,000

## General Revenue Totals



## General Expense Totals





### **Enterprise Funds:**

Enterprise Funds in the Town consist of the Water Fund, Wastewater Fund and Garbage Fund.

The Town has been very fortunate in the past several years to be the recipient of over \$4.3 million in grants funds toward all the projects that the Town Council has been so gracious to approve. Since 2020, the Town has had the following projects which all contribute to increased efficiency:

### **Water Treatment Plant Upgrades:**

Starting in 2020 with a June 2024 completion date, the Water Treatment Plant's total project cost was over \$5.3 million dollars, with \$980,500 in grant funds, and \$508,711 in funds from the town water reserve balance. This four-year project included replacement of pumps, filters, piping, valves, construction of a new chemical storage facility, a new SCADA system for water treatment and storage, addition of a generator at the raw water pump station, renovation of the Water Treatment Plant lab, upgrades to the electrical, plumbing and HVAC systems, and other incidental items as needed along the way.

### **Sunset Waterline Replacement:**

Starting in 2024 and still in progress, the Sunset Waterline Replacement Project will consist of removal and replacement of almost 4,000 feet of piping and other incidental work. This project is expected to include over \$1.3 million in federal grant funds as well as \$173,962 in funds from water reserves.

### **Wastewater Treatment/Sliplining Project:**

Starting in 2020 and currently has a projected end date prior to June 30, 2025. This project began as a wastewater collection rehabilitation project of over 34,000 feet of sewer pipes and manholes, the replacement of 1,400 feet of new pipe, and construction of new flow monitoring equipment. With approval of additional grant funds throughout the course of the project, the Town was also able to replace disinfection equipment at the Rutledge Creek Wastewater Treatment Plant, replace the Town's Route 60 Wastewater Pump Station, and replace the SCADA system at the Wastewater Treatment Plant. The construction and upgrades during the course of this project totaled over \$5.4 million with over \$2 million in grant funds and \$387,511 in wastewater reserve funds.

### **Generator for Waugh's Ferry Water Tank:**

Starting in 2022 with a completion in 2023 this project provides the ability to pump water to Sweet Briar to supply water even when power is out. This completes our ability to run all of our major facilities even when there is an extended power outage. The Town received \$165,000 in grant funds with roughly \$5,000 coming from water reserve funds.

### **Centrifuge:**

Starting in 2022, this project was funded with ARPA Funds, awarded from the Federal Government as a result of COVID. This project totaled just over \$2 million dollars with \$1.8 million in grant funds and \$271,000 of Wastewater reserve funds. This project allowed the Town to upgrade from outdated drying beds for waste solids to a more efficient system.

**Water Meter Replacement Project:**

Starting in October 2024 and an estimated completion prior to June 30 2025, the meter replacement project was approved entirely from water reserve funds with an estimated cost of over \$560,000. The majority of the Town’s water meters were at one million gallons of usage on their readings. Meters of this age and use tend to slow down and not measure accurate water flow. It was believed that the Town’s decrease in water and wastewater revenues over the past few years are a result of this inaccurate flow. The new system will operate from cellular service communication and allow readings to be sent to Town Hall every day. This will also allow us to monitor for leaks and meter stop issues prior to monthly readings. It is anticipated that this system will pay for itself in five years as a result of increased accuracy.

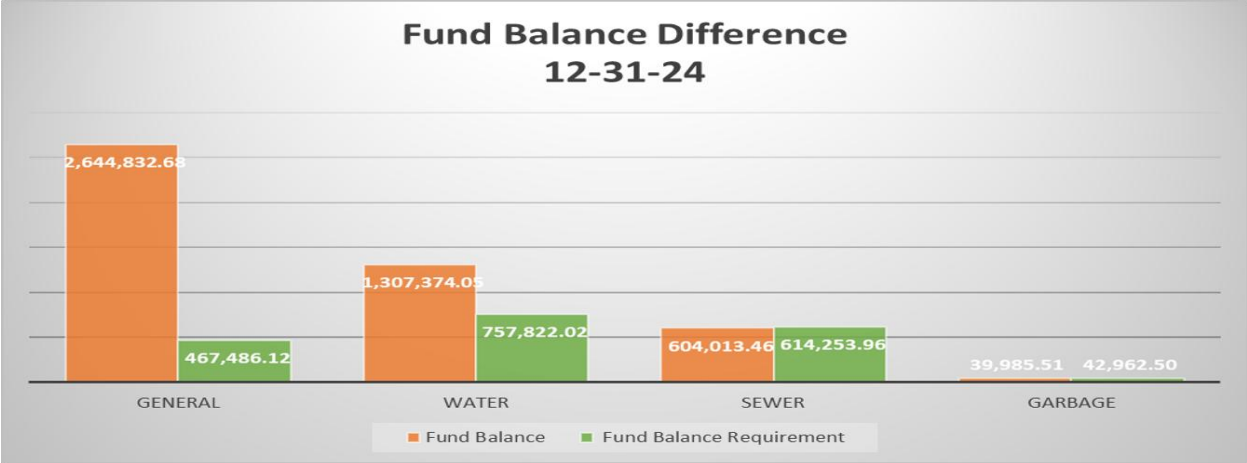
While all projects have been a tremendous benefit to the Town, the total funding of over \$1.9 million from water and wastewater reserves has put a strain on fund balances. Not only have we pulled from reserves for beneficial projects, but for several years, the amount of revenues in the enterprise funds ha been falling and we have not been able to balance the budget without pulling from reserves. We are fortunate we had the healthy reserves to be able to do that during difficult economic periods like COVID, without having to increase rates for our citizens.

The Water Fund currently has a sufficient reserve fund balance, but we are once again balancing this year’s water budget with reserve funds. That in addition to requesting funding of \$100,000 for legal fees and study expenses related to the recent DEQ Water Withdrawal Permit issues has resulted in **this year’s budget proposal including a 10% rate increase in both the water and wastewater funds**. The current rates have remained unchanged since fiscal year 2018 and the rates that are requested are from the rates that were originally supposed to go into effect in 2019. The updated Utility Policy also includes an increase in connection fees from \$250 for water and wastewater to \$500 each.

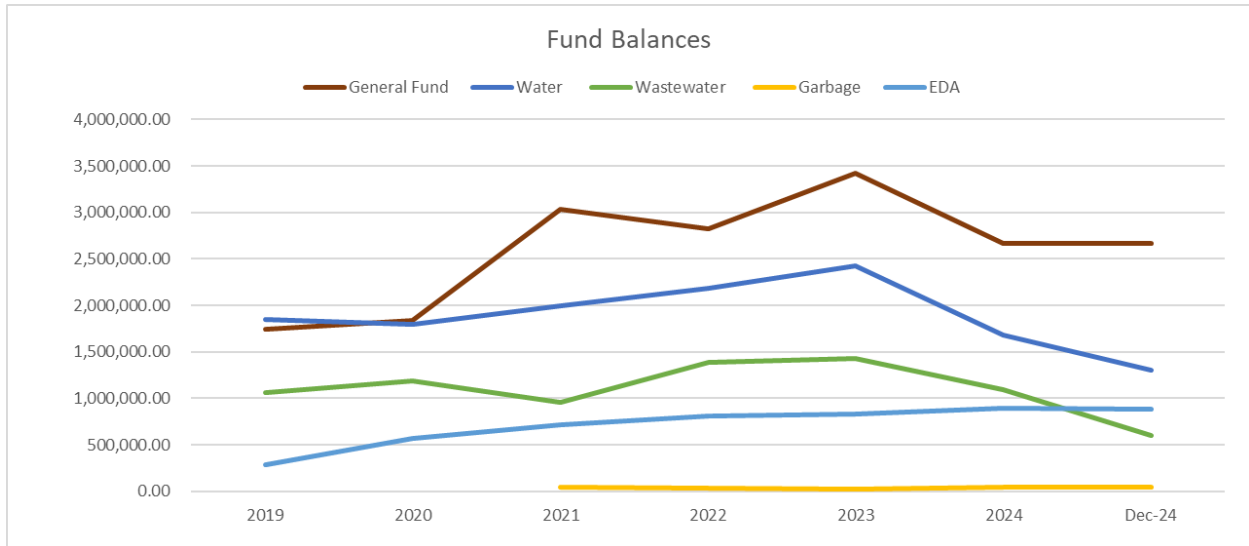
The current Town fund balance policy requires that the Town hold at least 25% of the enterprise funds’ operation expenses plus the amount of debt payments as a balance in the fund reserves. As of December 31, 2024, the wastewater fund balance is \$10,000 below the policy amount, resulting in the budget including a transfer from the General Fund to the Wastewater Fund for FY26. It is a general rule of thumb that enterprise funds should be self-sufficient.

The Garbage Fund balance is currently slightly short of our reserve fund policy, however, the Town increased rates in the Garbage Fund last fiscal year and the balance has been improving throughout the year. I suggest giving the balance more time to recoup itself before raising the garbage rates again.

	Fund Balance	Fund Balance Requirement	Difference
General	2,644,832.68	467,486.12	2,177,346.56
Water	1,307,374.05	757,822.02	549,552.03
Sewer	604,013.46	614,253.96	(10,240.50)
Garbage	39,985.51	42,962.50	(2,976.99)
IDA	883,260.33		



Year	General Fund	Water	Wastewater	Garbage	EDA
2019	1,743,817.00	1,848,141.00	1,063,572.00		280,479.00
2020	1,834,360.00	1,799,144.00	1,188,806.00		562,748.00
2021	3,028,753.05	1,997,481.00	960,340.00	46,366.62	716,372.00
2022	2,819,767.00	2,182,806.34	1,386,953.67	31,267.44	804,400.44
2023	3,421,520.32	2,427,154.32	1,424,549.28	19,537.02	825,096.00
2024	2,664,616.36	1,680,260.16	1,090,104.10	40,519.48	888,681.99
Dec-24	2,664,832.68	1,307,374.05	604,013.46	39,985.51	883,260.33



If there are no requested changes, or concerns, the proposed budget is scheduled to be adopted May 14, 2025.

AN ORDINANCE TO ESTABLISH THE [BUDGET](#) FOR THE TOWN OF AMHERST, VIRGINIA FOR THE FISCAL YEAR BEGINNING JULY 1, 2025 AND ENDING JUNE 30, 2026, MAKING REVENUE ESTIMATES AND APPROPRIATIONS FOR SAME.

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

**A. SOURCES OF FUNDS**

That for the support of the Town Government and its General Fund, for the tax year beginning on January 1, 2025, all taxes, fees, charges and penalties shall remain as heretofore set out by Ordinance, Resolution or other appropriate action of the Town Council except as the Town Council may establish or amend herein.

**B. FUND ACCOUNTING**

That the following projected sources and use of funds are hereby approved as the FY26 Town of Amherst budget and approved appropriations for the respective funds.

**Estimated Revenues**

General Fund	\$1,891,444
Water Fund	\$1,643,647
Sewer Fund	\$1,284,487
Garbage Fund	\$171,850
EDA Fund	\$73,476

**Estimated Expenditures**

General Fund	\$1,891,444
Water Fund	\$1,643,647
- Operations	\$1,189,600
- Debt Service	\$454,047
Sewer Fund	\$1,284,487
- Operations	\$898,644
- Debt Service	\$385,843
Garbage Fund	\$171,850
EDA Fund	\$73,476

**C. TAX RATES**

The proposed budget includes a continuation of the real estate tax rate at \$0.00/\$100.00 of assessed value and the personal property tax rate at \$0.00/\$100.00 of assessed value.

The proposed budget includes a continuation of the meals and beverage tax included in the Town Code at 6%.

The annual vehicle license fee for passenger motor vehicles, trucks and motorcycles shall be \$25/year for cars, 11.00/year for motorcycles and 8.00 for trailers

The rate for Business and Professional Occupational License Taxes shall be set at:

- Contractors: \$0.16 per \$100 of gross receipts
- Financial, Real Estate and/or Professional Services: \$0.50 per \$100 of gross receipts
- Retailers: \$0.10 per \$100 of gross receipts
- Wholesalers: \$0.04 per \$100 of gross receipts
- Repair, Personal, Business and other services: \$0.31 per \$100 of gross receipts
- The rate for Itinerant Merchants and Peddlers shall be set at \$20/year for door to door peddlers, \$200/month for itinerant merchants (\$500/yr max) and peddler of fresh produce \$50/year

**D. UTILITY RATES AND CHARGES**

See attached Utility Rate and Fee Policy for rates related to water and sewer. The FY 26 budget includes an increase in water and sewer rates as well as an increase in water and sewer connection fees.

The monthly garbage rate remains unchanged from FY25’s rate of \$12.50

**E. DONATIONS**

That donations to the following organizations are hereby authorized for the purposes listed subject to the conditions noted. These funds are to be disbursed on a reimbursement basis upon delivery of appropriate receipts:

<b>Amount</b>	<b>Organization</b>	<b>Purpose/Conditions</b>
<b>\$15,000</b>	Amherst Fire Department	Operating Costs, including water, sewer, electric, training, equipment.
<b>\$3,000</b>	Village Garden Club	Civic Beautification
<b>\$2,500</b>	Amherst County Museum and Historical Society	Utilities, Programming and repairs to the Museum building.
<b>\$1,000</b>	Neighbors Helping Neighbors	Supplies for Food Bank
<b>\$2,000</b>	Amherst/Nelson Tech Club	Technical assistance with events
<b>\$23,500</b>	Total Donations	

**F. FUND BALANCE REQUIRMENTS**

The Town of Amherst maintains a Fund Balance Policy to ensure that the Town has adequate funds to address emergency situations and ensure the Town’s credit worthiness. Required balances for the FY26 fiscal year are as follows:

General Fund Permanent Fund		\$472,236
General Fund Contingency		\$56,668
Water Fund Permanent Fund		\$757,822
Sewer Fund Permanent Fund		\$614,254
Garbage Fund Permanent Fund		\$42,962

**G. PERSONNEL**

To maintain the work that has been done to keep salaries fair and competitive, the budget includes a Cost-of-Living increase for all employees of 2.8%, with an opportunity for merit raises of an additional 2%. This is consistent with changes in the Consumer Price Index last year.

Health insurance costs increased 12% this year.

**H. CONDITIONS**

The intent being to authorize spending according to this budget, all appropriations articulated herein are declared to be maximum and conditional such that outlay shall be made only in the event the aggregate revenues collected and other resources available to the Town in the respective funds are sufficient. All debts of the Town shall be paid in full when due and payable. All expenditures shall be made in accordance with the Ordinance, the Town Charter, Town Code and Purchasing Policy and administrative rules and procedures.

*This Ordinance was passed by a vote of the Amherst Town Council on the 14<sup>th</sup> of May, 2025 and reflects the complete budget for July 1, 2025 to June 30, 2026.*

---

Mayor

Attest:

---

Clerk of Council

Town of Amherst  
Schedule of Local Levy  
July 1, 2025

The following are tax levies for the fiscal year beginning July 1, 2025. The Town Code contains other tax levies and a more complete description of the Town's taxation program.

1. On the \$100.00 of assessed value of taxable real estate, including mobile homes, the rate shall be \$0.00.
  
2. On the \$100.00 of assessed value of machinery and tools used in manufacturing or mining business including property specifically classified by Section 58.1-3506A.6 of the Tax Code of Virginia, the rate shall be \$0.00. This tax rate shall also be applicable to real and tangible personal property of public service corporations, based upon the assessments generated annually by the State Corporation Commission, and duly certified.
  
3. On the \$100.00 of assessed value of taxable tangible personal property, including property specifically classified by Section 58.1-3506 and Section 58.1-3509 of the Code of Virginia, the rate shall be \$0.00.

*(Reference the provisions of VA CODE ANN., §58.1-3524 C.2. and §58.1-3913 E., as amended by Chapter 1 of the Acts of Assembly (2004 Special Session I) and as set forth in Item 503.E. (Personal Property Tax Relief Program) of Chapter 951 of the 2005 Acts of Assembly)*



Account Name	Account Code	FY 23 Actual	FY 25 Approved	FY 24 Actual	FY 25 @ 12/31/24	FY 26 Department Request	FY 26 TM Recommended	FY 26 Approved	FY 26 Recommended less FY25 Adopted=Difference
GENERAL FUND REVENUES									
Real Property Taxes-Current	11010-0001								-
Real Property Taxes-Delinquent	11010-0002								-
Personal Property Tax-Current	11030-0001								-
Personal Property Tax-Delinquent	11030-0002								-
Penalties on Del Taxes	11060-0001								-
Interest on Del Taxes	11060-0002								-
Local Sales & Use Tax	12010-0001	166,424.22	168,000.00	176,512.24	86,367.85	168,000.00	168,000.00		-
Consumer Utility Tax-Gas, Elec	12020-0001	25,779.51	25,000.00	28,509.16	12,981.41	25,200.00	25,200.00		200.00
Electric Consumption Tax	12020-0002	17,339.09	15,000.00	19,089.78	6,775.87	13,200.00	13,200.00		(1,800.00)
Business License Tax	12030-0006	188,053.84	180,000.00	210,746.40	12,981.41	200,000.00	200,000.00		20,000.00
Business Lic Tax-Interest & Pen	12030-0007	4,531.42	4,000.00	14,241.90	2,753.19	4,000.00	4,000.00		-
Motor Vehicle Licenses	12050-0001	42,311.64	42,000.00	41,670.91	42,882.62	42,000.00	42,000.00		-
Motor Vehicle Licenses Penalties/Interest	12050-0002	815.08	500.00	639.84	275.79	500.00	500.00		-
Bank Stock Fee	12060-0001	64,000.00	65,000.00	66,637.00	-	65,000.00	65,000.00		-
Cigarette Tax	12080-0001	39,000.00	30,000.00	30,078.78	24,000.00	30,000.00	30,000.00		-
Lodging Tax	12100-0001	16,391.12	20,000.00	20,322.05	8,870.28	17,000.00	17,000.00		(3,000.00)
Meals Tax	12110-0001	744,791.86	760,000.00	770,878.06	386,192.54	770,000.00	770,000.00		10,000.00
Meals Tax-Pen & Int.	12110-0002	2,657.58	600.00	2,341.92	762.54	1,500.00	1,500.00		900.00
Zoning Permits	13030-0007	3,454.01		580.00	900.00				-
Fines & Forfeitures	14010-0001		12,000.00	12,579.62	3,740.94	7,400.00	7,400.00		(4,600.00)
Interest on Bank Deposits	15010-0001		60,000.00	62,383.26	25,995.19	51,000.00	51,000.00		(9,000.00)
Interest on Investments	15010-0002	72,324.55	96,000.00	146,277.88	77,251.19	150,000.00	150,000.00		54,000.00
VIP Unrealized Gain/Loss	15010-0003	(42,231.15)	20,000.00	17,868.56	15,434.69	20,000.00	20,000.00		-
Tower Lease	15020-0005	11,764.09	10,859.16	10,859.16	5,429.58	10,859.16	10,859.16		-
Rent-Firing Range	15020-0006								-
Police Security	16030-0001	16,829.48	5,000.00	2,525.10		5,000.00	5,000.00		-
Refunds	18030-0001	5,146.70	5,544.00	8,143.64	3,366.38	5,220.00	5,220.00		(324.00)
Returned Check Fee	18030-0005	455.00	500.00	950.00	650.00	1,200.00	1,200.00		700.00
Accident Reports	18030-0006	310.00	300.00	210.00	105.00	300.00	300.00		-
Misc Rev	18030-0007	230.97		72.34	14,690.48	-	0.00		-
Collection Fee	18030-0008	3,557.20	2,000.00	1,998.55	198.77	1,500.00	1,500.00		(500.00)
Donations-Police	18990-0003	7,675.00		1,349.00	2,006.00	-	0.00		-
Sale of Surplus Property/Salvage	18990-0005			3,752.88	1,559.15	-	0.00		-
DMV Stop Fees	19020-0005	1,327.86	2,000.00	1,669.45	1,179.09	2,000.00	2,000.00		-
Rolling Stock Tax	22010-0007	2,630.46	2,600.00	5,500.57	2,879.17	2,800.00	2,800.00		200.00
Personal Property Tax Relief	22010-0009	17,455.92	17,455.92	17,455.92	17,455.92	17,455.92	17,455.92		-
Rental Tax	22010-0010	2,545.77	2,200.00	2,684.97	904.13	2,000.00	2,000.00		(200.00)
Game of Skills Tax				-					-
Communication Tax from State	22010-0030	70,967.56	66,000.00	67,469.19	32,963.05	65,000.00	65,000.00		(1,000.00)
DCJS Grants	24010-0001	24,322.00		17,721.91	3,769.19				-
State Police Aid <sup>FY 26 Proposed Budget</sup>	24010-0003	64,664.00	64,664.00	51,010.00	35,224.00	70,448.00	70,448.00		<sup>14</sup> 5,784.00

Account Name	Account Code	FY 23 Actual	FY 25 Approved	FY 24 Actual	FY 25 @ 12/31/24	FY 26 Department Request	FY 26 TM Recommended	FY 26 Approved	FY 26 Recommended less FY25 Adopted=Difference
Fire Programs Grant	24020-0001	15,000.00	15,000.00	15,000.00	15,000.00	15,000.00	15,000.00		-
Other Public Safety Grants	24020-0004								-
DCJS Federal Justice Grants	33010-0009			17,003.00	3,342.00				-
CARES Act Funding	33020-0002	1,130,893.00		(1,192,052.11)					-
Insurance Claims	41010-0001	58,629.00							-
Sale of Land/Vehicles/Buildings	41020-0001	1,850.00		1,200.00	500.00				-
Carryover from previous year for budget balance									-
FOIA Request	41040-0006	198.54		12.79					-
Transfers from Other Funds	41050-0006								-
Reserve Funds	42000-0000		0.00				127,861.40		127,861.40
<b>General Fund Revenues Totals</b>		<b>2,782,095.32</b>	<b>1,692,223.08</b>	<b>655,893.72</b>	<b>849,387.42</b>	<b>1,763,583.08</b>	<b>1,891,444.48</b>	<b>0.00</b>	<b>199,221.40</b>

Account Name	Account Code	FY 23 Actual	FY 25 Approved	FY 24 Actual	FY 25 @ 12/31/24	FY 26 Department Request	FY 26 TM Recommended	FY 26 Approved	FY 26 Recommended less FY25 Adopted=Difference
<b>GENERAL FUND EXPENSES</b>									
<b>TOWN COUNCIL</b>									
Council Pay	11010-1100	11,372.10	11,400.00	11,400.00	5,475.00	11,400.00	11,400.00		-
FICA	11010-2100	870.29	872.10	572.40	418.98	872.10	872.10		-
Travel-Milage/Hotels/Conference	11010-5501	6,061.58	6,000.00	3,248.43	1,615.75	4,000.00	4,000.00		(2,000.00)
Employee Recognition	11010-5811								-
<b>Town Council Totals</b>		<b>18,303.97</b>	<b>18,272.10</b>	<b>15,220.83</b>	<b>7,509.73</b>	<b>16,272.10</b>	<b>16,272.10</b>	<b>-</b>	<b>(2,000.00)</b>
<b>TOWN MANAGER</b>									
Wages	12110-1100	44,828.99	45,449.80	52,791.63	29,351.38	47,656.85	47,656.85		2,207.05
PT Wages	12110-1300	40,398.50	43,627.09	39,529.42	21,719.49	45,740.03	45,740.03		2,112.94
FICA	12110-2100	6,503.34	6,814.38	8,470.74	3,961.95	7,144.86	7,144.86		330.48
VRS	12110-2200	10,406.18	10,921.59	11,363.04	8,882.18	11,451.94	11,451.94		530.35
Health Insurance	12110-2300	7,396.46	6,390.38	7,742.38	4,353.43	6,508.32	6,508.32		117.94
Group Life Insurance	12110-2400	625.54	536.31	709.93	347.32	562.35	562.35		26.04
STD/Long-Term Disability	12110-2500	233.37	239.97	264.88	101.88	69.00	69.00		(170.97)
Unemployment Insurance	12110-2600	20.80	20.00	17.64		20.00	20.00		-
Worker's Comp	12110-2700	112.69	131.80	125.03		98.43	98.43		(33.37)
Professional Svcs	12110-3150	8,039.77	4,000.00	1,996.32	45.25	8,000.00	8,000.00		4,000.00
Printing & Binding	12110-3500	-		-					-
Advertising	12110-3600	2,530.36	2,500.00	1,819.21	193.91	2,500.00	2,500.00		-
Contingency requirement	12110-5000	11,781.88	51,000.00	15,144.63	10,020.74	-	52,907.00		1,907.00
Postage	12110-5210	296.49	400.00	687.85	83.82	800.00	800.00		400.00
Telecommunications	12110-5230	540.00	1,080.00	990.00	540.00	1,080.00	1,080.00		-
Crime & Cyber Insurance	12110-5307	2,225.00	2,225.00	2,225.00	-	2,025.00	2,025.00		(200.00)
Tuition Reimbursement	12110-5400					4,500.00	4,500.00		
Travel-Mileage/Hotel/Conference	12110-5501	2,752.50	3,500.00	3,823.58	2,001.24	4,000.00	4,000.00		500.00
Dues & Memberships	12110-5810	659.00	2,500.00	3,541.83	567.19	4,000.00	4,000.00		1,500.00
Capital Improvement Program	12110-8000								-
<b>Town Manager Totals</b>		<b>139,350.87</b>	<b>181,336.32</b>	<b>151,243.11</b>	<b>82,169.78</b>	<b>146,156.79</b>	<b>199,063.79</b>	<b>0.00</b>	<b>13,227.47</b>
Town Attorney	12210-3150	24,020.23	28,274.75	26,920.87	22,199.02	50,000.00	50,000.00		21,725.25
Independent Auditor	12240-3150	19,850.00	20,000.00	20,450.00	-	21,000.00	21,000.00		1,000.00
<b>FINANCE DEPARTMENT</b>									
Wages	12420-1100	41,782.92	54,869.29	55,936.81	28,384.31	59,568.58	59,568.58		4,699.29
PT Wages	12420-1300	4,388.35	5,376.13	4,481.83	2,272.32	5,636.33	5,636.33		260.20
FICA	12420-2100	3,701.46	4,608.77	4,855.36	2,525.07	4,988.18	4,988.18		379.41
VRS	12420-2200	8,735.68	11,634.26	10,490.37	7,494.58	12,616.97	12,616.97		982.71
Health Insurance	12420-2300	9,700.65	10,819.12	11,173.54	9,121.63	11,050.68	11,050.68		231.56
Group Life Insurance	12420-2400	627.78	647.46	826.52	382.96	702.91	702.91		55.45

Account Name	Account Code	FY 23 Actual	FY 25 Approved	FY 24 Actual	FY 25 @ 12/31/24	FY 26 Department Request	FY 26 TM Recommended	FY 26 Approved	FY 26 Recommended less FY25 Adopted=Difference
Hybrid Disability	12420-2500	24.12	55.76	48.40	18.60	58.46	58.46		2.70
Unemployemnt Insurance	12420-2600	74.61	32.00	34.67	45.35	50.00	50.00		18.00
Worker's Comp	12420-2700	97.52	112.99	104.04	-	86.66	86.66		(26.33)
DMV Stops	12420-3009	1,525.00	2,000.00	1,950.00	750.00	2,000.00	2,000.00		-
Professional Svcs	12420-3150	3,668.86	3,800.00	22.86	46.48	3,800.00	3,800.00		-
Banking Service Charges	12420-3160	567.01	100.00	715.77	686.54	1,000.00	1,000.00		900.00
VIP Management Fee	12420-3170	2,906.34	3,500.00	2,386.08	1,547.21	3,500.00	3,500.00		-
Service Contracts	12420-3320	3,507.60	4,600.00	4,299.33	4,474.93	4,800.00	4,800.00		200.00
Advertising	12420-3600	151.54	200.00	855.66	174.96	200.00	200.00		-
Postage	12420-5210	2,702.44	3,000.00	3,638.16	1,212.73	3,600.00	3,600.00		600.00
Telecommunications	12420-5230	1,035.00	1,080.00	1,080.00	540.00	1,080.00	1,080.00		-
Tuition Reimbursement	12420-5400	5,294.50	1,200.00	5,506.00	-	1,200.00	1,200.00		-
Travel-Mileage/Hotel/Conference	12420-5501	3,332.04	3,000.00	1,374.63	1,001.29	2,000.00	2,000.00		(1,000.00)
Dues & Memberships	12420-5810	370.00	520.00	560.00	235.00	560.00	560.00		40.00
Office Supplies	12420-6001	7,551.87	4,000.00	6,170.19	1,099.09	4,000.00	4,000.00		-
<b>Finance Totals</b>		<b>101,745.29</b>	<b>115,155.78</b>	<b>116,510.22</b>	<b>62,013.05</b>	<b>122,498.77</b>	<b>122,498.77</b>	<b>0.00</b>	<b>7,342.99</b>

Account Name	Account Code	FY 23 Actual	FY 25 Approved	FY 24 Actual	FY 25 @ 12/31/24	FY 26 Department Request	FY 26 TM Recommended	FY 26 Approved	FY 26 Recommended less FY25 Adopted=Difference
<b>Information Technology</b>									
I.T. Services	12510-3150	8,622.25	15,000.00	12,837.21	5,106.92	15,000.00	15,000.00		-
Phone Maintenance	12510-3330			-					-
Website Maintenance	12510-3340	450.00	1,000.00	450.00	450.00	1,000.00	1,000.00		-
Microsoft Office Service	12510-5600	9,287.88	10,000.00	6,516.80	3,883.60	10,000.00	10,000.00		-
Tech Club Donation	12510-5610				2,000.00	2,000.00	2,000.00		
I.T. Supplies	12510-6002	6,753.57	5,000.00	4,169.24	1,930.51	5,000.00	5,000.00		-
I.T. Equipment	12510-8001	913.87	5,000.00	12,391.42	1,319.00	20,000.00	20,000.00		15,000.00
<b>I.T. Totals</b>		<b>26,027.57</b>	<b>36,000.00</b>	<b>36,364.67</b>	<b>14,690.03</b>	<b>53,000.00</b>	<b>53,000.00</b>	<b>-</b>	<b>15,000.00</b>
<b>POLICE DEPARTMENT</b>									
Wages	31100-1100	408,589.03	489,307.91	434,532.70	192,023.54	459,837.21	459,837.21		(29,470.70)
Overtime	31100-1200	694.81	9,667.19	11,351.18	5,709.98	10,000.00	10,000.00		332.81
PT Wages	31100-1300	18,526.64	30,000.00	22,146.78	9,384.48	31,482.64	31,482.64		1,482.64
Other Pay/Holiday	31100-1400	7,531.25	15,798.25	10,807.56	5,984.14	14,562.53	14,562.53		(1,235.72)
Security Wages	31100-1500	15,080.00	5,000.00	2,557.50	-	5,000.00	5,000.00		-
FICA	31100-2100	33,242.01	41,676.89	35,311.65	15,393.35	39,396.24	39,396.24		(2,280.65)
VRS	31100-2200	66,142.16	101,323.94	71,182.49	38,885.86	95,315.81	95,315.81		(6,008.13)
Health Insurance	31100-2300	67,641.50	83,575.80	69,160.19	32,430.31	85,182.00	85,182.00		1,606.20
Group Life Insurance	31100-2400	5,913.85	5,773.83	5,501.14	2,197.45	5,426.08	5,426.08		(347.75)
STD/Long-Term Disability	31100-2500	96.50	131.10	103.30	43.72	137.47	137.47		6.37
Unemployment Insurance	31100-2600	152.53	68.73	85.22	18.78	69.15	69.15		0.42
Worker's Comp	31100-2700	11,498.63	16,356.36	14,140.75	-	15,902.11	15,902.11		(454.25)
LODA Insurance	31100-2710	2,642.00	3,300.00	2,642.00	-	3,621.00	3,621.00		321.00
Maint Services	31100-3310	1,025.00	2,000.00	425.00	5.98	2,000.00	2,000.00		-
Professional Services	31100-3320	11,091.36	8,000.00	17,399.00	3,375.00	5,000.00	5,000.00		(3,000.00)
CODE RED	31100-3400	2,700.00	2,700.00	2,700.00	-	2,700.00	2,700.00		-
Advertising	31100-3600	843.92	1,200.00	1,212.74	206.56	1,200.00	1,200.00		-
Postage	31100-5210	49.15	500.00	66.00	22.36	500.00	500.00		-
Telecommunications	31100-5230	8,281.16	11,640.00	10,392.81	3,658.98	11,640.00	11,640.00		-
Motor Vehicle Insurance	31100-5305	2,844.68	2,933.78	2,844.68	-	3,451.55	3,451.55		517.77
Other Property Insurance	31100-5306	163.69	534.96	163.69	-	689.54	689.54		154.58
Tuition Reimbursement	31100-5400			-	-	5,500.00	5,500.00		5,500.00
Travel-Mileage/Conference/Hotel	31100-5501	1,920.20	8,000.00	2,277.49	763.70	3,000.00	3,000.00		(5,000.00)
Public Safety Event	31100-5700	18,441.56	15,000.00	6,474.10	1,127.66	15,000.00	15,000.00		-
Fire Range Fees	31100-5800	929.83	3,000.00	755.26	80.85	5,400.00	5,400.00		2,400.00
Attorney Fees	31100-5801	1,350.00	2,000.00	2,490.00	450.00	2,500.00	2,500.00		500.00
Dues & Memberships	31100-5810	5,265.00	6,000.00	4,448.00	6,396.00	8,000.00	8,000.00		2,000.00
Office Supplies	31100-6001	8,437.10	3,000.00	2,154.41	376.09	3,000.00	3,000.00		-
K-9 Supplies	31100-6003	4,284.27	4,500.00	2,521.91	1,135.92	-	0.00		(4,500.00)
Fuel	31100-6008	17,448.87	20,000.00	16,120.13	8,227.60	20,000.00	20,000.00		-

Account Name	Account Code	FY 23 Actual	FY 25 Approved	FY 24 Actual	FY 25 @ 12/31/24	FY 26 Department Request	FY 26 TM Recommended	FY 26 Approved	FY 26 Recommended less FY25 Adopted=Difference
Vehicle/Power Equipment Supplies	31100-6009	12,381.13	9,000.00	2,655.37	1,045.75	6,000.00	6,000.00		(3,000.00)
Police Supplies	31100-6010	37,640.93	20,000.00	36,541.41	10,496.19	40,000.00	40,000.00		20,000.00
Uniforms	31100-6011	4,054.68	4,000.00	5,177.81	2,431.70	7,000.00	7,000.00		3,000.00
Crime Prevention	31100-6030	7,767.99	5,000.00	1,894.03	781.82	2,000.00	2,000.00		(3,000.00)
Investigation Expense	31100-6032	2,180.12	3,000.00	1,696.52	129.29	3,000.00	3,000.00		-
Vehicles	31100-8005	47,334.82	70,000.00	130,685.00	74,263.60				(70,000.00)
<b>Police Department</b>		<b>834,186.37</b>	<b>1,003,988.74</b>	<b>930,617.82</b>	<b>417,046.66</b>	<b>913,513.33</b>	<b>913,513.33</b>	<b>0.00</b>	<b>(90,475.41)</b>
<b>PUBLIC SAFETY</b>									
Fire Dept Contributions	32200-5600	12,500.00	15,000.00	15,000.00	-	15,000.00	15,000.00		-
Fire Programs Grants	32200-5701	15,000.00	15,000.00	15,000.00	-	15,000.00	15,000.00		-
<b>Public Safety</b>		<b>27,500.00</b>	<b>30,000.00</b>	<b>30,000.00</b>	<b>0.00</b>	<b>30,000.00</b>	<b>30,000.00</b>	<b>0.00</b>	<b>0.00</b>
Streetlights	41320-5100	31,438.13	34,135.00	33,221.56	13,775.73	35,665.00	35,665.00		1,530.00

Account Name	Account Code	FY 23 Actual	FY 25 Approved	FY 24 Actual	FY 25 @ 12/31/24	FY 26 Department Request	FY 26 TM Recommended	FY 26 Approved	FY 26 Recommended less FY25 Adopted=Difference
<b>GENERAL PROPERTIES</b>									
Wages	43200-1100	27,119.30	45,631.89	30,793.62	13,396.55	\$ 26,473.99	26,473.99		(19,157.90)
PT Wages	43200-1300	9,651.38	16,343.74	9,778.44	5,911.51	19,834.36	19,834.36		3,490.62
Other Pay/Holiday	43200-1400	179.43	392.71	261.92	24.14	410.62	410.62		17.91
FICA	43200-2100	2,781.62	4,771.18	3,380.32	1,481.92	3,574.00	3,574.00		(1,197.18)
VRS	43200-2200	6,349.10	10,070.09	6,058.71	3,164.55	5,435.11	5,435.11		(4,634.98)
Health Insurance	43200-2300	5,992.59	11,674.40	6,766.51	2,938.70	5,632.20	5,632.20		(6,042.20)
Group Life Insurance	43200-2400	368.59	538.46	540.61	179.42	312.39	312.39		(226.07)
Long-Term Disability	43200-2500	-	105.88	24.06	15.52	19.42	19.42		(86.46)
Unemployment Insurance	43200-2600	92.00	64.00	57.87		64.00	64.00		-
Worker's Comp	43200-2700	119.19	849.24	237.00		149.53	149.53		(699.71)
Maintenance Contracts	43200-3310			-					-
Electric	43200-5100	24,291.15	10,350.00	9,781.68	4,460.45	10,385.00	10,385.00		35.00
Heating Services	43200-5110	2,424.28	4,000.00	2,103.22	437.74	3,000.00	3,000.00		(1,000.00)
Water/Sewer	43200-5120	3,550.15	3,720.00	3,076.64	2,076.07	4,303.82	4,303.82		583.82
Telecommunication	43200-5230	15,063.39	12,084.00	13,247.14	7,737.19	12,588.00	12,588.00		504.00
Property Insurance	43200-5304	358.22	384.01	358.22	-	511.50	511.50		127.49
Motor Vehicle Insurance	43200-5305	1,126.76	1,162.05	1,126.76	-	1,367.14	1,367.14		205.09
Other Property Insurance	43200-5306	1,281.25	2,841.13	1,281.25	-	3,421.11	3,421.11		579.98
General Liability Insurance	43200-5308	7,238.00	5,475.00	5,433.00	-	5,553.00	5,553.00		78.00
Lease of Equipment	43200-5410	6,147.88	10,000.00	2,012.68	798.94	7,000.00	7,000.00		(3,000.00)
Travel-Mileage/Conference/Hotel	43200-5501	2,149.66	4,000.00	3,399.99	555.00	4,000.00	4,000.00		-
Dues & Memberships	43200-5810			-					-
Office Supplies	43200-6001	467.06	750.00	89.31	95.98	750.00	750.00		-
Janitorial Supplies	43200-6005	1,355.95	3,000.00	699.22	689.07	2,000.00	2,000.00		(1,000.00)
Repair & Maint. Supplies	43200-6007	4,258.18	21,500.00	21,703.92	7,302.84	20,000.00	20,000.00		(1,500.00)
Fuel	43200-6008	16,680.86	20,000.00	10,465.39	6,513.14	20,000.00	20,000.00		-
Vehicle/Power Equipment Supplies	43200-6009	23,248.70	24,000.00	18,228.17	3,522.34	24,000.00	24,000.00		-
Uniforms	43200-6011	1,787.42	3,000.00	3,102.02	96.08	3,000.00	3,000.00		-
Christmas Decorations	43200-6012	3,964.23	4,000.00	4,525.90	85.11	4,000.00	4,000.00		-
Ag Supplies	43200-6013	2,991.66	2,500.00	224.00	160.00	2,500.00	2,500.00		-
Equipment/Vehicles	43200-8005	30,053.70		21,260.78	148,552.00		20,000.00		20,000.00
<b>General Properties Totals</b>		<b>201,091.70</b>	<b>223,207.78</b>	<b>180,018.35</b>	<b>210,194.26</b>	<b>190,285.18</b>	<b>210,285.18</b>	<b>0.00</b>	<b>(12,922.60)</b>
Second Stage Contri	71300-5600		1,000.00	1,000.00		2,000.00	0.00		(1,000.00)
Amherst Mountain Bike Club	71500-5600			-					-
Village Garden Club Contri.	72100-5600	3,000.00	3,000.00	3,000.00		3,000.00	3,000.00		-
Museum Contributions	72200-5600	2,500.00	2,500.00	3,000.00		3,000.00	2,500.00		-



Account Name	Account Code	FY 23 Actual	FY 25 Approved	FY 24 Actual	FY 25 @ 12/31/24	FY 26 Department Request	FY 26 TM Recommended	FY 26 Approved	FY 26 Recommended less FY25 Adopted=Difference
<b>Planning/Zoning</b>									
Professional Services	81100-3100			-		10,000.00	10,000.00		10,000.00
Advertising	81100-3600	812.56	800.00	1,017.64	749.75	1,500.00	1,500.00		700.00
Postage	81100-5210	94.06	100.00	10.16		100.00	100.00		-
Dues/Memberships	81100-5810	1,118.00	1,227.00	1,172.00	1,227.00	1,227.00	1,227.00		-
<b>General Properties Totals</b>		<b>2,024.62</b>	<b>2,127.00</b>	<b>2,199.80</b>	<b>1,976.75</b>	<b>12,827.00</b>	<b>12,827.00</b>	<b>0.00</b>	<b>10,700.00</b>
<b>Community Development</b>									
Chamber of Commerce Contri.	81600-5600								-
Neighbors Helping Neighbors Contri.	83500-5600	2,500.00	2500.00	2,500.00	2,500.00	2,000.00	1,000.00		(1,500.00)
<b>Community Development Totals</b>		<b>2,500.00</b>	<b>2,500.00</b>	<b>2,500.00</b>	<b>2,500.00</b>	<b>2,000.00</b>	<b>1,000.00</b>	<b>0.00</b>	<b>(1,500.00)</b>
Transfer to EDA	94000-????						4,349.58		
Transfer to Sewer	94000-????		0				216,469.73	0	216,469.73
<b>General Fund Expense Total</b>		<b>1,433,538.75</b>	<b>1,703,497.47</b>	<b>1,552,267.23</b>	<b>834,075.01</b>	<b>1,601,218.17</b>	<b>1,891,444.48</b>	<b>-</b>	<b>177,097.43</b>

Account Name	Account Code	FY 23 EOY	FY 25 Approved	FY 24 EOY	FY 25 @ 12/31/24	FY 26 Department Request	FY 26 TM Recommended	FY 26 Approved	FY 26 Recommended less FY25 Adopted=Difference
<b>WATER FUND REVENUE</b>									
Water In-Town Base Charges	16080-0005	241,286.38	258,869.76	249,644.35	136,740.97	285,052.37	285,052.37		26,182.61
Water OT Base Charges	16080-0006	182,021.17	154,342.85	150,803.73	86,608.50	176,256.18	176,256.18		21,913.33
Water In-Town Usage Charge	16080-0007	404,723.38	392,788.62	392,458.15	200,990.42	429,477.74	429,477.74		36,689.12
Water OT Usage Charges	16080-0008	299,352.57	256,224.77	247,955.97	138,850.72	291,011.27	291,011.27		34,786.50
Penalties	16080-0009	46,356.43	35,000.00	30,309.65	13,670.58	25,000.00	25,000.00		(10,000.00)
Trip Charges	16080-0010	7,737.46	8,000.00	9,950.00	4,000.00	8,000.00	8,000.00		-
Dormant Acct Fee	16080-0011	3,693.97	3,540.63	3,618.04	1,705.28	3,380.94	3,380.94		(159.69)
Fire Sprinklers	16080-0012	4,764.00	4,764.00	4,764.00	2,382.00	4,599.00	4,599.00		(165.00)
Avalability Fee	16080-0013	11,891.61	5,000.00	13,629.95	2,739.23	5,000.00	5,000.00		-
Water Charges-SBC	16080-0014	97,921.69	96,300.00	96,300.00	48,752.20	106,200.00	106,200.00		9,900.00
Water Construction Reimbursement	16080-0016		26,227.20	26,227.20	13,113.60	26,227.20	26,227.20		
Reimbursement of Const. Cost	19020-0004								-
Grant Revenue-Lead Service Line	21000-0000	1,061,309.91	187,000.00						(187,000.00)
Grant Revenue-Sunset Project	21000-0001		1,300,000.00		69,000.00				
	33020-0002								-
Transfer from Reserve	41040-0006						278,442.35		278,442.35
Transfer from General Fund									
Utility Account Deposits	41060-0007	800.00	1,000.00		621.79	5,000.00	5,000.00		
Transfer from Other Fund			415,101.10						(415,101.10)
<b>Revenue Totatls</b>		<b>2,361,858.57</b>	<b>3,144,158.93</b>	<b>1,225,661.04</b>	<b>719,175.29</b>	<b>1,365,204.71</b>	<b>1,643,647.06</b>	<b>-</b>	<b>(204,511.87)</b>

Account Name	Account Code	FY 23 EOY	FY 25 Approved	FY 24 EOY	FY 25 @ 12/31/24	FY 26 Department Request	FY 26 TM Recommended	FY 26 Approved	FY 26 Recommended less FY25 Adopted=Difference
<b>WATER FUND EXPENSES</b>									
<b>TOWN MANAGER</b>									
Wages	12110-1100	41,698.28	61,355.59	49,542.04	24,367.67	64,335.01	64,335.01		2,979.42
PT Wages	12110-1300	4,835.19	5,453.39	5,155.80	2,714.94	5,717.50	5,717.50		264.11
FICA	12110-2100	3,759.11	5,110.89	4,252.69	2,173.56	5,359.02	5,359.02		248.13
VRS	12110-2200	8,743.59	14,743.75	9,602.24	6,429.19	15,459.70	15,459.70		715.95
Health Insurance	12110-2300	4,054.19	7,261.80	4,448.03	2,223.67	8,135.40	8,135.40		873.60
Group Life Insurance	12110-2400	557.99	724.00	614.35	286.08	674.28	674.28		(49.72)
STD/Long-Term Disability	12110-2500	233.48	323.96	213.96	86.16	339.69	339.69		15.73
Unemployment Insurance	12110-2600								-
Contingency	12110-5000								-
<b>Town Manager Totals</b>		<b>63,881.83</b>	<b>94,973.38</b>	<b>73,829.11</b>	<b>38,281.27</b>	<b>100,020.61</b>	<b>100,020.61</b>	<b>-</b>	<b>\$ 5,047.23</b>
<b>FINANCE DEPARTMENT</b>									
Wages	12420-1100	40,384.20	42,815.36	39,384.13	21,850.29	45,911.90	45,911.90		3,096.54
PT Wages	12420-1300	8,776.75	10,752.27	8,963.59	4,544.65	11,272.66	11,272.66		520.39
FICA	12420-2100	3,673.14	4,097.92	3,453.47	1,894.44	4,374.62	4,374.62		276.70
VRS	12420-2200	6,030.86	9,513.12	5,907.43	4,091.07	10,183.95	10,183.95		670.83
Health Insurance	12420-2300	6,342.98	7,820.40	6,545.13	1,387.69	8,761.20	8,761.20		940.80
Group Life Insurance	12420-2400	497.55	505.22	467.61	230.59	541.76	541.76		36.54
Hybrid Disability	12420-2500	47.22	109.09	94.60	36.40	114.39	114.39		
Unemployment Insurance	12420-2600	-		-					-
Professional Services	12420-3120	-							-
Banking Service Charges	12420-3160	119.29	200.00	28.00					(200.00)
Support Contracts	12420-3320	2,750.00	3,500.00	3,208.33	3,208.33	3,500.00	3,500.00		-
Misc Exp	12420-5000								-
Postage	12420-5210	3,848.83	4,000.00	3,791.93	2,051.54	4,200.00	4,200.00		200.00
Supplies	12420-6001	1,486.00	2,000.00	1,723.00	1,845.00	2,000.00	2,000.00		-
<b>Finance Totals</b>		<b>\$ 73,956.82</b>	<b>\$ 85,313.38</b>	<b>\$ 73,567.22</b>	<b>\$ 41,140.00</b>	<b>90,860.47</b>	<b>90,860.47</b>	<b>\$ -</b>	<b>\$ 5,541.79</b>
Legal Fees/Study	12210-3150					100,000.00	100,000.00		

Account Name	Account Code	FY 23 EOY	FY 25 Approved	FY 24 EOY	FY 25 @ 12/31/24	FY 26 Department Request	FY 26 TM Recommended	FY 26 Approved	FY 26 Recommended less FY25 Adopted=Difference
<b>WATER OPERATIONAL DEPARTMENT</b>									
Wages	44000-1100	148,630.30	167,842.87	147,214.96	85,682.54	138,693.83	138,693.83		(29,149.04)
Overtime	44000-1200			1,478.93	1,472.71	0.00	-		-
PT Wages	44000-1300	12,531.07	30,209.05	24,876.61	13,332.33	31,677.00	31,677.00		1,467.95
Other/Holiday	44000-1400	10,820.98	6,621.08	6,116.24	2,069.12	5,023.13	5,023.13		(1,597.95)
FICA	44000-2100	11,644.96	15,657.48	13,817.54	7,869.19	13,417.64	13,417.64		(2,239.84)
VRS	44000-2200	23,168.65	37,375.38	24,728.11	18,583.70	31,626.29	31,626.29		(23,957.74)
Health Insurance	44000-2300	26,333.77	33,516.00	38,683.13	16,798.53	31,290.00	31,290.00		(1,889.71)
Group Life Insurance	44000-2400	1,840.82	1,980.55	2,622.87	1,006.47	1,636.59	1,636.59		29,309.45
Long-Term Disability	44000-2500	183.99	440.09	316.08	151.24	475.57	475.57		1,196.50
Unemployment Insurance	44000-2600	98.63	32.00	53.62	3.67	32.00	32.00		443.57
Worker's Comp	44000-2700	2,600.00	4,105.22	4,115.07	-	2,281.86	2,281.86		(4,073.22)
Testing Services	44000-3140	8,359.91	31,000.00	3,243.59	1,576.80	31,000.00	20,000.00		(11,000.00)
Professional Svcs	44000-3150	3,250.00	3,200.00	3,000.00	1,500.00	3,200.00	6,200.00		3,000.00
Repair & Maint. Svcs	44000-3310	2,501.04	10,000.00	2,655.79	3,250.00	10,000.00	10,000.00		-
Advertising	44000-3600	1,148.00	2,000.00	-	-	2,000.00	2,000.00		-
Electrical Svcs	44000-5100	59,008.82	68,952.59	69,986.10	33,817.38	75,400.00	75,400.00		6,447.41
Water & Sewer	44000-5120	40,251.19	104,400.00	55,295.82	32,784.67	93,830.71	93,830.71		(10,569.29)
Postage	44000-5210	285.30	2,000.00	8.13	1,334.95	2,000.00	2,000.00		-
Telecommunications	44000-5230	3,823.74	7,500.00	5,170.13	2,443.61	7,500.00	7,500.00		-
Property Insurance	44000-5304	1,976.14	2,215.50	1,976.14	-	2,951.04	2,951.04		735.54
Motor Vehicle Insurance	44000-5305	360.70	372.00	360.70	-	437.65	437.65		65.65
Travel-Mileage/Hotel/Conference	44400-5501	870.00	3,000.00	725.00	301.00	3,000.00	1,500.00		(1,500.00)
Lease/Rent Equipment	44000-5410								-
Permits	44000-5600	3,558.00	7,000.00	13,558.00	3,833.33	7,000.00	7,000.00		-
Dues & Memberships	44000-5810	1,027.00	2,000.00	1,167.00	708.24	2,000.00	2,000.00		-
Office Supplies	44000-6001	461.85	2,000.00	2,675.75	154.52	2,000.00	2,000.00		-
Lab Supplies	44000-6004	6,791.02	15,000.00	14,026.93	2,011.38	20,000.00	20,000.00		5,000.00
Repair & Maint. Supplies	44000-6007	4,426.85	20,000.00	26,734.94	9,780.16	30,000.00	30,000.00		10,000.00
Fuel/Oil	44000-6008	2,087.38	3,000.00	-	381.95	3,000.00	2,000.00		(1,000.00)
Vehicle & Equip Supplies	44000-6009	804.72	3,000.00	1,668.00	548.95	3,000.00	3,000.00		-
Uniforms	44000-6011	1,485.80	1,500.00	1,127.56	-	1,500.00	1,500.00		-
Chemicals	44000-6051	73,250.13	108,000.00	84,354.10	60,724.57	108,000.00	108,000.00		-
Equipment	44000-8005		15,000.00	1,795.10	5,774.53	15,000.00	-		(15,000.00)
<b>Operational Totals</b>		<b>453,580.76</b>	<b>708,919.81</b>	<b>553,551.94</b>	<b>307,895.54</b>	<b>678,973.30</b>	<b>653,473.30</b>	<b>0.00</b>	<b>(42,028.87)</b>

Account Name	Account Code	FY 23 EOY	FY 25 Approved	FY 24 EOY	FY 25 @ 12/31/24	FY 26 Department Request	FY 26 TM Recommended	FY 26 Approved	FY 26 Recommended less FY25 Adopted=Difference
<b>WATER MAINTENANCE DEPARTMENT</b>									
Wages	45000-1100	107,917.45	137,919.66	121,996.01	63,338.29	132,369.94	132,369.94		(5,549.72)
PT Wages	45000-1200	700.06	791.17	673.41	622.32	3,529.57	3,529.57		2,738.40
Other Pay/Holiday	45000-1300		1,963.56	-		2,053.10	2,053.10		89.54
FICA	45000-2100	8,164.81	10,761.59	9,407.08	4,910.26	10,553.38	10,553.38		(208.21)
VRS	45000-2200	17,342.34	28,665.84	20,262.85	12,862.70	27,175.55	27,175.55		(1,490.29)
Health Insurance	45000-2300	22,206.33	27,930.00	25,131.02	12,358.36	28,161.00	28,161.00		231.00
Group Life Insurance	45000-2400	1,445.40	1,627.45	1,615.82	739.43	1,561.97	1,561.97		(65.48)
Long-Term Disability	45000-2500	-	52.94	12.03		97.10	97.10		44.16
Unemployment Insurance	45000-2600								-
Worker's Comp	45000-2700	4,282.23	6,031.12	3,172.62		5,376.92	5,376.92		(654.20)
Repair & Maint. Svcs	45000-3310		1,000.00						(1,000.00)
Professional Services	45000-3320	3,375.00							
Miss Utility	45000-5130	294.00	800.00	428.45	170.20	800.00	800.00		-
Telecommunication	45000-5230	-							-
Motor Vehicle Insurance	45000-5305	1,126.76	1,162.05	1,126.76		1,367.14	1,367.14		205.09
Lease of Equipment	45000-5410	-	5,000.00			5,000.00	5,000.00		-
Travel-Mileage/Conference/Hotel	45000-5501		2,000.00			2,000.00	2,000.00		-
Dues & Memberships	45000-5810	160.00	200.00			200.00	200.00		-
Repair & Maint. Supplies	45000-6007	22,871.41	25,000.00	24,161.23	6,463.11	25,000.00	25,000.00		-
Fuel	45000-6008								-
Vehicle/Power Equipment Supplies	45000-6009			336.50					-
Uniforms	45000-6011								-
Equipment/Vehicles	45000-8005			3,713.81					-
<b>Maintenance Totals</b>		<b>189,885.79</b>	<b>250,905.38</b>	<b>212,037.59</b>	<b>101,464.67</b>	<b>245,245.67</b>	<b>245,245.67</b>	<b>-</b>	<b>(5,659.71)</b>
Revenue Refunds	92000-9000								-
WTP Improvements	94000-8002			15,730.00	392,958.00				-
Sunset Waterline Replacement	94000-8003		1,300,000.00		5,000.00				

Account Name	Account Code	FY 23 EOY	FY 25 Approved	FY 24 EOY	FY 25 @ 12/31/24	FY 26 Department Request	FY 26 TM Recommended	FY 26 Approved	FY 26 Recommended less FY25 Adopted=Difference
<b>Debt Payments</b>									
60W W/L Principle	95000-9000	16,697.98	17,722.64		8,795.36	18,258.30	18,258.30		535.66
60W W/L Interest	95000-9001	12,345.94	11,321.28	11,841.24	5,726.60	10,785.62	10,785.62		(535.66)
Mainstreet W/L Principle	95000-9004	78,352.35	81,938.15		20,735.93	83,792.13	83,792.13		1,853.98
Mainstreet W/L Interest	95000-9005	44,599.33	41,013.53	42,826.48	40,739.91	39,159.55	39,159.55		(1,853.98)
Sterling Debt Refi Prin	95000-9006	98,887.59	105,720.27		52,860.12	109,311.69	109,311.69		3,591.42
Sterling Debt Refi Interest	95000-9007	28,315.66	21,482.95	24,956.32	11,183.49	17,891.54	17,891.54		(3,591.41)
Water Plant Upgrades Prin	95000-9008	44,529.08	96,853.57		46,209.12	95,099.78	95,099.78		(1,753.79)
Water Plant Upgrades Interest	95000-9009	85,207.21	77,994.61	80,049.50	41,214.97	79,748.40	79,748.40		1,753.79
Debt Reserve	95000-9010								-
Capital Improvement Program			250,000.00						(250,000.00)
<b>Debt Totals</b>		<b>408,935.14</b>	<b>704,047.00</b>	<b>159,673.54</b>	<b>227,465.50</b>	<b>454,047.01</b>	<b>454,047.01</b>	<b>-</b>	<b>(249,999.99)</b>
<b>Water Fund Expense Totals</b>		<b>1,190,240.34</b>	<b>3,144,158.95</b>	<b>1,088,389.40</b>	<b>1,114,204.98</b>	<b>1,669,147.06</b>	<b>1,643,647.06</b>	<b>-</b>	<b>(287,099.55)</b>

Account Name	Account Code	FY 23 EOY	FY 25 Approved	FY 24 EOY	FY 25 @ 12/31/24	FY 26 Department Request	FY 26 TM Recommended	FY 26 Approved	FY 26 Recommended less FY25 Adopted=Difference
<b>SEWER REVENUE</b>									
Sewer In-Town Base Charges	16080-0005	341,001.55	390,945.22	373,715.51	185,118.35	408,714.71	408,714.71		17,769.49
Sewer OT Base Charges	16080-0006	134,046.06	97,260.45	100,408.23	63,233.76	124,433.56	124,433.56		27,173.11
Sewer In-Town Usage Charge	16080-0007	262,899.61	292,422.04	271,027.65	127,730.63	320,678.09	320,678.09		28,256.05
Sewer OT Usage Charges	16080-0008	109,111.56	79,168.59	81,066.10	51,144.05	101,102.27	101,102.27		21,933.68
Penalties	16080-0009	23,233.95	25,000.00	28,960.44	14,173.93	25,000.00	25,000.00		-
Dormant Acct Fee	16080-0011	5,510.05	5,353.58	5,466.72	2,510.93	5,010.30	5,010.30		(343.28)
Avalability Fee	16080-0012			3,438.08	250.00	1,000.00	1,000.00		1,000.00
SBC-Rut. Creek Operations	19020-0003	54,102.29	55,000.00	66,380.97	39,474.54	68,000.00	68,000.00		13,000.00
SBC Sewer Rehab	19020-0004	13,965.00	11,172.00	11,172.00	5,586.00	11,172.00	11,172.00		-
Reimbursement of Const. Cost	19020-0005								-
Nutrient Credit	24040-0003	304.61	400.00	389.47	1,405.60	400.00	400.00		-
CARES Act Utility Forgiveness	33020-0002								-
Transfer from Reserve			582,655.53	1,263,871.21					(582,655.53)
Transfer from General Fund							218,976.28		
USDA Grant Funds	41040-0006	468,231.00							-
<b>Revenue Totals</b>		<b>1,412,405.68</b>	<b>1,539,377.41</b>	<b>2,205,896.38</b>	<b>490,627.79</b>	<b>1,065,510.94</b>	<b>1,284,487.22</b>	<b>-</b>	<b>(473,866.47)</b>



Account Name	Account Code	FY 23 EOY	FY 25 Approved	FY 24 EOY	FY 25 @ 12/31/24	FY 26 Department Request	FY 26 TM Recommended	FY 26 Approved	FY 26 Recommended less FY25 Adopted=Difference
<b>SEWER EXPENSES</b>									
<b>TOWN MANAGER</b>									
Wages	12110-1100	31,518.07	36,705.65	34,701.99	18,275.77	41,053.95	41,053.95		4,348.30
PT Wages	12110-1300	4,351.67	5,453.39	4,640.22	2,443.47	5,717.50	5,717.50		264.11
FICA	12110-2100	2,874.67	3,225.17	3,154.01	1,661.44	3,578.02	3,578.02		352.85
VRS	12110-2200	6,557.70	8,820.37	7,201.77	4,821.97	9,865.26	9,865.26		1,044.89
Health Insurance	12110-2300	3,040.69	3,686.76	3,336.12	1,667.80	4,005.12	4,005.12		318.36
Group Life Insurance	12110-2400	418.32	433.13	460.87	214.54	484.44	484.44		51.31
STD/Long-Term Disability	12110-2500	165.70	193.81	167.97	64.64	216.76	216.76		22.95
Unemployment Insurance	12110-2600								-
Contingency	12110-5000								-
<b>Town Manager Totals</b>		<b>48,926.82</b>	<b>58,518.28</b>	<b>53,662.95</b>	<b>29,149.63</b>	<b>64,921.05</b>	<b>64,921.06</b>	<b>-</b>	<b>6,402.78</b>
<b>FINANCE DEPARTMENT</b>									
Wages	12420-1100	33,467.38	35,042.28	36,313.03	17,958.73	37,720.66	37,720.66		2,678.38
PT Wages	12420-1300	8,557.28	10,483.46	8,739.47	4,431.05	10,990.84	10,990.84		507.38
FICA	12420-2100	2,978.28	3,482.72	2,914.75	1,593.62	3,726.43	3,726.43		243.71
VRS	12420-2200	4,829.93	7,676.26	4,968.36	3,419.36	8,249.54	8,249.54		573.28
Health Insurance	12420-2300	4,969.68	6,636.17	5,177.33	1,332.24	6,758.64	6,758.64		122.47
Group Life Insurance	12420-2400	399.23	413.50	393.26	193.47	445.10	445.10		31.60
	12420-2500			63.03	24.28				-
Unemployment Insurance	12420-2600	31.50							-
Banking Service Charges	12420-3160			33.00					-
Service Contracts	12420-3320	2,750.00	3,500.00	3,208.34	3,208.24	3,500.00	3,500.00		-
Postage	12420-5210	3,257.29	4,000.00	3,791.98	2,051.51	4,500.00	4,500.00		500.00
Supplies	12420-6001	1,486.00	2,000.00	1,723.00	1,845.00	2,000.00	2,000.00		-
<b>Finance Totals</b>		<b>62,726.57</b>	<b>73,234.39</b>	<b>67,325.55</b>	<b>36,057.50</b>	<b>77,891.22</b>	<b>77,891.22</b>	<b>-</b>	<b>4,656.83</b>

Account Name	Account Code	FY 23 EOY	FY 25 Approved	FY 24 EOY	FY 25 @ 12/31/24	FY 26 Department Request	FY 26 TM Recommended	FY 26 Approved	FY 26 Recommended less FY25 Adopted=Difference
<b>SEWER OPERATIONAL DEPARTMENT</b>									
Wages	44000-1100	141,333.84	202,634.89	193,141.14	102,934.76	176,872.50	176,872.50		(25,762.39)
PT Wages	44000-1300				1,443.20				-
Other/Holiday	44000-1400	6,434.14	6,588.68	4,625.84	3,351.22	7,152.32	7,152.32		563.64
FICA	44000-2100	12,180.97	16,005.60	14,439.15	7,910.86	14,077.90	14,077.90		(1,927.70)
VRS	44000-2200	23,433.01	43,304.92	32,236.92	21,588.40	38,098.65	38,098.65		(5,206.27)
Health Insurance	44000-2300	22,417.73	33,516.00	24,512.99	16,717.47	31,290.00	31,290.00		(2,226.00)
Group Life Insurance	44000-2400	1,857.13	2,391.09	1,885.98	1,219.04	2,087.10	2,087.10		(303.99)
Long-Term Disability	44000-2500	214.20	257.06	220.56	85.72	269.54	269.54		12.48
Unemployment Insurance	44000-2600	31.20		24.00	-	24.00	24.00		24.00
Worker's Comp	44000-2700	2,750.00	3,762.31	3,359.10	-	3,396.67	3,396.67		(365.64)
Sludge & Trash Removal-Rut.Crk	44000-3120	643.25	5,000.00	356.50	38,754.55	10,000.00	10,000.00		5,000.00
Testing Services	44000-3140	26,632.43	53,655.29	30,888.52	14,399.30	53,655.29	53,655.29		-
Professional Svcs	44000-3150	2,750.00	3,000.00	3,967.73	1,500.00	3,000.00	3,000.00		-
Repair & Maint. Svcs-Rut Crk	44000-3310	6,988.36	18,666.00	2,790.37	3,562.00	25,000.00	25,000.00		6,334.00
Advertising	44000-3600	352.20	500.00	-		500.00	500.00		-
Electrical Svcs-Rut. Crk	44000-5100	49,149.73	53,000.00	56,647.05	33,601.43	66,000.00	66,000.00		13,000.00
Water, Sewer -Rut. Crk	44000-5120	6,505.22	7,400.00	4,149.56	6,581.12	10,644.56	10,644.56		3,244.56
Electrical Svcs-Pump Station	44000-5130	2,346.79	2,370.00	1,556.96	895.55	1,850.00	1,850.00		(520.00)
Water, Sewer-Pump Station	44000-5140	193.79	220.00	187.20	95.15	204.60	204.60		(15.40)
Postage	44000-5210	4.78	250.00	25.04	-	50.00	50.00		(200.00)
Telecommunications	44000-5230	4,077.16	5,796.00	6,214.82	3,275.16	5,976.00	5,976.00		180.00
Property Insurance	44000-5304	3,572.70	3,302.41	3,572.70	-	4,398.81	4,398.81		1,096.40
Motor Vehicle Insurance	44000-5305	1,126.76	353.07	360.70	-	415.38	415.38		62.31
Travel-Mileage/Hotel/Conference	44000-5501	499.00	3,000.00	-	200.00	3,000.00	3,000.00		-
Permits	44000-5600	3,985.00	4,000.00	4,180.00	4,408.00	4,000.00	4,000.00		-
Dues & Memberships	44000-5810	2,889.03	2,000.00	2,621.88	303.40	2,000.00	2,000.00		-
Office Supplies	44000-6001	420.70	2,000.00	2,730.58	64.00	2,000.00	2,000.00		-
Lab Supplies	44000-6004	7,492.44	8,235.00	3,608.49	4,507.72	10,000.00	10,000.00		1,765.00
Repair & Maint. Supplies-Rut. Crk	44000-6007	23,197.88	35,000.00	17,869.67	33,077.03	45,000.00	45,000.00		10,000.00
Fuel/Oil	44000-6008	4,965.09	3,000.00	3,189.49	1,337.73	3,000.00	3,000.00		-
Vehicle & Equip Supplies	44000-6009	1,130.53	3,000.00	999.89	212.93	3,000.00	3,000.00		-
Uniforms	44000-6011	960.23	2,000.00	661.98	-	2,000.00	2,000.00		-
Chemicals-Rut Crk	44000-6051	1,716.40	4,615.00	2,015.45	-	10,000.00	10,000.00		5,385.00
Vehicles	44000-8005		15,000.00	1,795.08	5,774.53	15,000.00	-		(15,000.00)
<b>Treatment Totals</b>		<b>362,251.69</b>	<b>543,823.32</b>	<b>424,835.34</b>	<b>307,800.27</b>	<b>553,963.32</b>	<b>538,963.32</b>	<b>-</b>	<b>(4,860.00)</b>

Account Name	Account Code	FY 23 EOY	FY 25 Approved	FY 24 EOY	FY 25 @ 12/31/24	FY 26 Department Request	FY 26 TM Recommended	FY 26 Approved	FY 26 Recommended less FY25 Adopted=Difference
<b>SEWER MAINTENANCE DEPARTMENT</b>									
Wages	45000-1100	109,307.79	137,518.60	121,910.99	63,338.29	132,369.94	132,369.94		(5,148.66)
PT Wages	45000-1300	700.06	791.17	850.44	501.64	3,529.57	3,529.57		2,738.40
Other Pay/Holiday	45000-1400	-	1,963.56		120.68	2,053.10	2,053.10		89.54
FICA	45000-2100	8,270.77	10,730.91	9,404.15	4,910.26	10,553.38	10,553.38		(177.53)
VRS	45000-2200	17,342.34	28,569.46	20,257.62	12,862.70	27,175.55	27,175.55		(1,393.91)
Health Insurance	45000-2300	22,344.97	30,600.11	25,114.77	12,358.36	28,161.00	28,161.00		(2,439.11)
Group Life Insurance	45000-2400	1,445.40	1,622.72	1,615.41	739.43	1,561.97	1,561.97		(60.75)
Long-Term Disability	45000-2500	-		12.03		97.10	97.10		97.10
Unemployment Insurance	45000-2600	-							-
Worker's Comp	45000-2700	-							-
Repair & Maint. Services	45000-3310	1,055.00							-
Professional Services	45000-3320	3,375.00							-
Telecommunication	45000-5230								-
Motor Vehicle Insurance	45000-5305	342.35	1,162.05	1,126.76		1,367.14	1,367.14		205.09
Lease of Equipment	45000-5410	339.73	5,000.00	-					(5,000.00)
Travel-Mileage/Conference/Hotel	45000-5501								-
Misc	45000-5800								-
Dues & Memberships	45000-5810								-
Repair & Maint. Supplies	45000-6007	8,862.47	10,000.00	21,157.20	4,479.44	10,000.00	10,000.00		-
Fuel	45000-6008								-
Vehicle/Power Equipment Supplies	45000-6009								-
Uniforms	45000-6011								-
Equipment/Vehicles	45000-8005			3,713.80					-
<b>Maintenance Totals</b>		<b>173,385.88</b>	<b>227,958.58</b>	<b>205,163.17</b>	<b>99,310.80</b>	<b>216,868.75</b>	<b>216,868.75</b>	<b>-</b>	<b>(11,089.83)</b>
Sliplining Project	94000-8000				284,625.00				
WWTP Centrifuge	94000-8002				78,572.88				

Account Name	Account Code	FY 23 EOY	FY 25 Approved	FY 24 EOY	FY 25 @ 12/31/24	FY 26 Department Request	FY 26 TM Recommended	FY 26 Approved	FY 26 Recommended less FY25 Adopted=Difference
<b>Debt Payments</b>									
Sterling Bank WWTP Refi Prin	95000-9002	210,136.12	224655.57		112,327.80	232,287.34	232,287.34		7,631.77
Sterling Bank WWTP Refi Int	95000-9003	60,170.75	45651.27	53,032.31	23,765.01	38,019.53	38,019.53		(7,631.74)
Sewer Rehab Principle	95000-9004	69,184.17	71110.29		35,372.08	72,094.24	72,094.24		983.95
Sewer Rehab Interest	95000-9005	46,351.83	44,425.71	45,518.78	22,395.92	43,441.76	43,441.76		(983.95)
Debt Reserve	95000-9010								-
Capital Program			250000						(250,000.00)
<b>Debt Totals</b>		<b>385,842.87</b>	<b>635,842.84</b>	<b>98,551.09</b>	<b>193,860.81</b>	<b>385,842.87</b>	<b>385,842.87</b>	<b>-</b>	<b>(249,999.97)</b>
<b>Sewer Fund Expense Totals</b>		<b>1,033,133.83</b>	<b>1,539,377.41</b>	<b>849,538.10</b>	<b>1,029,376.89</b>	<b>1,299,487.22</b>	<b>1,284,487.22</b>	<b>-</b>	<b>(254,890.19)</b>

Account Name	Account Code	FY 23 EOY	FY 25 Approved	FY 24 EOY	FY 25 @ 12/31/24	FY 26 Department Request	FY 26 TM Recommended	FY 26 Approved	FY 26 Recommended less FY25 Adopted=Difference
GARBAGE REVENUE									
Garbage IT Charges	16080-0005	123,171.92	146,975.00	141,233.17	74,222.27	147,337.50	147,337.50		362.50
Garbage OT Charges	16080-0006	17,519.78	20,812.50	19,773.37	10,271.46	19,512.50	19,512.50		(1,300.00)
Penalties	16080-0009	4,770.11	5,000.00	5,020.56	2,165.34	5,000.00	5,000.00		-
Transfer from Garbage Reserve	41040-0006								-
Transfer for Other Funds									-
<b>Revenue Totals</b>		<b>\$ 145,461.81</b>	<b>\$ 172,787.50</b>	<b>\$ 166,027.10</b>	<b>\$ 86,659.07</b>	<b>171,850.00</b>	<b>\$ 171,850.00</b>	<b>\$ -</b>	<b>\$ (937.50)</b>

Account Name	Account Code	FY 23 EOY	FY 25 Approved	FY 24 EOY	FY 25 @ 12/31/24	FY 26 Department Request	FY 26 TM Recommended	FY 26 Approved	FY 26 Recommended less FY25 Adopted=Difference
<b>TOWN MANAGER</b>									
Wages	12110-1100	3,170.21	3,670.57	3,456.17	1,827.55	1,282.94	1,282.94		(2,387.63)
PT Wages	12110-1300	465.24		533.86	271.46	-	-		-
FICA	12110-2100	291.06	280.80	319.49	168.25	98.14	98.14		(182.66)
VRS	12110-2200	655.90	882.04	720.10	482.18	308.29	308.29		(573.75)
Health Insurance	12110-2300	303.63	368.68	333.89	166.79	125.16	125.16		(243.52)
Group Life Insurance	12110-2400	41.76	43.31	46.13	21.50	15.14	15.14		(28.17)
STD/Long-Term Disability	12110-2500	16.73	19.38	12.16	6.40	6.77	6.77		(12.61)
Contingency	12110-5000		5,146.67			7,087.50	7,087.50		1,940.83
<b>Town Manager Totals</b>		<b>\$ 4,944.53</b>	<b>\$ 10,411.45</b>	<b>\$ 5,421.80</b>	<b>\$ 2,944.13</b>	<b>8,923.94</b>	<b>\$ 8,923.94</b>	<b>\$ -</b>	<b>\$ (1,487.51)</b>
<b>FINANCE DEPARTMENT</b>									
Wages	12420-1100	1,717.38	1804.44	1,656.49	919.56	1,043.58	1,043.58		(760.86)
PT Wages	12420-1300	219.46	268.81	224.07	113.61	281.82	281.82		13.01
FICA	12420-2100	145.36	158.6	133.99	74.01	169.42	169.42		10.82
VRS	12420-2200	255.68	402.59	246.95	171.26	430.50	430.50		27.91
Health Insurance	12420-2300	270.69	368.68	278.50	55.44	375.48	375.48		6.80
Group Life Insurance	12420-2400	21.17	21.29	19.54	9.58	22.81	22.81		1.52
Hybrid Disability	12420-2500	2.34	4.85	4.07	1.41	5.08	5.08		0.23
<b>Finance Totals</b>		<b>2,632.08</b>	<b>3,029.26</b>	<b>2,563.61</b>	<b>1,344.87</b>	<b>2,328.67</b>	<b>2,328.67</b>	<b>-</b>	<b>(700.59)</b>
<b>GARBAGE EXPENSES</b>									
Collection In-Town	43200-3160	120,924.06	132,949.92	126,412.32	66,552.00	135,559.68	135,559.68		2,609.76
Collection Out of Town	43200-3170	16,829.48	21,403.20	17,540.16	9,246.48	20,824.80	20,824.80		(578.40)
<b>Garbage Totals</b>		<b>\$ 137,753.54</b>	<b>\$ 154,353.12</b>	<b>\$ 143,952.48</b>	<b>\$ 75,798.48</b>	<b>156,384.48</b>	<b>\$ 156,384.48</b>	<b>\$ -</b>	<b>\$ 2,031.36</b>

Account Name	Account Code	FY 23 EOY	FY 25 Approved	FY 24 EOY	FY 25 @ 12/31/24	FY 26 Department Request	FY 26 TM Recommended	FY 26 Approved	FY 26 Recommended less FY25 Adopted=Difference
<b>GARBAGE MAINTENANCE DEPARTMENT</b>									
Wages	45000-1100	2,413.52	3,243.13	2,749.00	1,407.45	2,941.55	2,941.55		(301.58)
PT Wages	45000-1300								-
Other Pay/Holiday	45000-1400	-	43.63	-	2.68	45.62	45.62		1.99
FICA	45000-2100	181.44	251.44	210.15	108.31	228.52	228.52		(22.92)
VRS	45000-2200	385.46	679.85	456.40	285.88	334.54	334.54		(345.31)
Health Insurance	45000-2300	489.97	737.35	563.20	274.58	625.80	625.80		(111.55)
Group Life Insurance	45000-2400	31.81	38.27	36.35	16.50	34.71	34.71		(3.56)
Hybrid Disability						2.16	2.16		
Maintenance Totals		\$ 3,502.20	\$ 4,993.67	\$ 4,015.10	\$ 2,095.40	4,212.90	4,212.90	-	(782.93)
Garbage Fund Expense Totals		\$ 148,832.35	\$ 172,787.50	\$ 155,952.99	\$ 82,182.88	171,850.00	\$ 171,850.00	\$ -	\$ (939.66)

Account Name	Account Code	FY 23 EOY	FY 25 Approved	FY 24 EOY	FY 25 @ 12/31/24	FY 26 Department Request	FY 26 TM Recommended	FY 26 Approved	FY 26 Recommended less FY25 Adopted=Difference
<b>IDA REVENUES</b>									
Lease/Sale of Lots	701-41020-0001								-
BP Recoupment Rev	701-41030-0001	28,456.73	64,812.76	64,812.76		64,795.16	64,795.16		(17.60)
Zoning Fees									-
Bond Issue	701-41040-0001	6,404.22	3,890.00	5,148.76	3,890.00	2,612.50	2,612.50		(1,277.50)
Home Owners Reimb	701-41060-0001	1,593.81	1,923.00	1,923.36		1,718.82	1,718.82		(204.18)
Transfer from Other Funds						4,349.58	4,349.58		4,349.58
<b>Revenue Totals</b>		<b>36,454.76</b>	<b>70,625.76</b>	<b>71,884.88</b>	<b>3,890.00</b>	<b>73,476.06</b>	<b>73,476.06</b>	<b>-</b>	<b>2,850.30</b>
<b>IDA EXPENSES</b>									
PT Wages	45000-1300	8,400.44	9,494.03	8,080.69	6,019.63	12,654.87	12,654.87		3,160.84
FICA	45000-2100	642.68	726.29	618.16	460.46	968.10	968.10		241.81
Worker's Comp	45000-2700	210.21	273.74	-		449.22	449.22		175.48
Repair & Maint. Svcs	81500-3310								-
Professional Services	81500-3150	300.00							-
Electrical Svcs	81500-5100	217.33	300.00	343.84	173.57	330.00	330.00		30.00
Dues & Membership	81500-5810	2,728.00	2,800.00	2,690.00	2,658.00	2,800.00	2,800.00		53,473.87
Transfer to IDA fund bal	81500-9200		57,031.70			56,273.87	56,273.87		(57,031.70)
Small Business Grant									-
Capital expenses									-
<b>Expense Totals</b>		<b>12,498.66</b>	<b>70,625.76</b>	<b>11,732.69</b>	<b>9,311.66</b>	<b>73,476.06</b>	<b>73,476.06</b>	<b>-</b>	<b>50.30</b>
<b>Revenue Totals</b>			<b>6,619,172.68</b>	<b>2,095,686.10</b>	<b>3,865,008.16</b>	<b>4,439,624.79</b>	<b>5,062,404.82</b>	<b>-</b>	<b>(479,744.14)</b>
<b>Expense Totals</b>			<b>6,630,447.09</b>	<b>3,139,890.59</b>	<b>2,889,312.63</b>	<b>4,815,178.50</b>	<b>5,062,404.82</b>	<b>1,284,487.22</b>	<b>1,283,597.86</b>



**TOWN OF AMHERST**  
**CAPITAL IMPROVEMENT PROGRAM FY25-26**

Project Description & Ranking	CIP Committee Evaluation	Planning Commission Ranking	Total Estimated Cost	2025-2026	2026-2027	2027-2028	2028-2029	2029-2030	Recommended Sources of Funds
<b>Police</b>									
Police Ford Interceptor	18		67,030.00	-	67,030.00				General Fund
Tasers-Recoccurring	23		36,653.00	36,653.00	4,148.00	4,158.00	4,158.00	4,158.00	General Fund
Toughbooks-Reoccurring	16		28,000.00					28,000.00	General Fund
Dash & Body Camera-New	19		90,000.00		90,000.00				General Fund
<b>Plants</b>									
Raw Influent Pumps (3)	19		54,000.00		18,000.00	18,000.00	18,000.00		Wastewater
WWTP Digester Blower/Motor (2)	17		45,400.00			-	45,400.00		Wastewater
WWTP Security Cameras-New			13,200.00						Wastewater
WTP Security Cameras-New			13,200.00						Water Fund
Waste Sludge Flow Meter	12		9,640.00		9,640.00				Wastewater
<b>Maintenance</b>									
Half Ton Pick-up	16		50,000.00	-	50,000.00				All Funds
Metal Structure	13		50,000.00		-		50,000.00		All Funds
Reseal Town Hall Lot	16		11,000.00		11,000.00				All Funds
<b>Town Hall/Finance</b>									
Town Pool Car	8		35,000.00	35,000.00					General Fund
<b>Water Line Replacements</b>									
Replace Author Court W/L			200,000.00		200,000.00				Grant and Water
Christian Springs Replacement									Grant and Water
Waugh's Ferry Road Replacement			3,000,000.00			3,000,000.00			Grant and Water
Walnut Street Replacement			400,000.00					400,000.00	Grant and Water
Union Hill Replacement			420,416.00						Grant and Water
Zane Snead Replacement			294,400.00						Grant and Water
<b>TOTAL</b>			4,817,939.00	71,653.00	449,818.00	3,022,158.00	117,558.00	432,158.00	

## FY26 TOWN OF AMHERST VEHICLES

MAKE	MODEL	YEAR	VIN NUMBER	MILEAGE
<b>POLICE</b>				
Chevrolet	Tahoe (Car 103)	2023	6501	8,496
Ford	Interceptor (Car 102)	2021	6442	35,650
Chevrolet	Tahoe (Car 101)	2022	2110	12,381
Ford	Interceptor (Car 104)	2023	7767	3,092
Ford	Interceptor (Spare)	2017	7002	106,408
Ford	Interceptor (Car 106)	2021	6441	25,587
Ford	Interceptor to be taken out	2016	8692	125,269
Chevy	Tahoe (Car 105)	2023	6466	7,519
<b>MAINTENANCE</b>				
Ford	SUV	2007	7723	107,411
Dodge	Pickup	2014	4675	89,472
Chevy	Pickup	2011	5012	92,742
Dodge	Work Truck	2013	7481	85,338
GMC	Dump Truck	2003	9981	50,849
Chevy	2500 Pick up	2023	8667	7,392
Dodge	Buddy	2012	9843	77,986
Ford	Explorer (Office)	2011	4253	79,610
<b>UTILITIES</b>				
Dodge	Water	2008	4271	112,134
Ford	Explorer-Moved from Police	2014	8654	123,945
Ford	Explorer-Moved from Police	2017	254	128,258

**Undesignated Fund Balance and Contingency Calculation For FY26**

3/4/2025

<b>Permanent Fund principal for the <u>General</u> Fund</b>		GF Revenues	\$	1,891,444
<b>(based on proposed FY26 Budget)</b>		Administration Fee (covered in W & S Funds)		-
		Net GF Revenues	\$	1,891,444
Reserve per October 2010 policy	15%	Reserve per @		25%
GF target Permanent Fund principal	\$ 283,716.67	GF target Permanent Fund principal	\$	472,861.12 ←

<b>Required contingency in the General Fund</b>		GF Expenses	\$	1,891,444
<b>(based on proposed FY26 Budget)</b>		Reserve per October 2010 policy		3.0%
		GF Contingency	\$	56,743 ←

**Permanent Fund principal for the Water Fund (based on the proposed FY26 Budget)**

<b><u>Fund 501 WATER FUND</u></b>	<b><u>FY26 Budget</u></b>		
DEBT SERVICE	\$ 454,047	Debt	454,047
ALL OTHER EXPENSES	\$ 1,215,100	25%/Operation	\$ 303,775
<b>Total</b>		WF target Permanent Fund principal	\$ 757,822 ←

**Permanent Fund principal for the Sewer Fund (based on the proposed FY26 Budget)**

<b><u>Fund 502 SEWER FUND</u></b>	<b><u>FY26 Budget</u></b>		
DEBT SERVICE	\$ 385,843	Debt	385,843
ALL OTHER EXPENSES	\$ 913,644	25%/Operation	\$ 228,411
<b>Total</b>		SF target Permanent Fund principal	\$ 614,254 ←

**Permanent Fund principal for the Garbage Fund (based on the proposed FY26 Budget)**

<b><u>Fund 514 GARBAGE FUND</u></b>	<b><u>FY26 Budget</u></b>		
ALL EXPENSES	171,850	25% operations	\$ 42,962
		Garb target Permanent Fund principal	\$ 42,962

**Total of all undesignated fund balances \$ 1,887,900**

General Fund Permanent Fund	\$	472,861
General Fund Contingency	\$	56,743
Water Fund Permanent Fund	\$	757,822
Sewer Fund Permanent Fund	\$	614,254
Garbage Fund Permanent Fund	\$	42,962

### TOWN OF AMHERST DEBT BALANCES & DEBT PAYMENTS

Description	Original Loan Amount	Outstanding Loan Balance at 12/31/24	Interest Rate	Maturity Date	Principal Payment FY26	Interest Payment FY26	Total Debt Payment FY25
Sterling Debt Refi	\$ 3,933,409.44	\$ 1,993,236.60	3.35%	6/30/2030	\$ 341,599.03	\$ 55,911.07	\$ 397,510.10
Mainstreet Water Line	\$ 2,368,672.03	\$ 1,962,713.87	2.25%	1/1/2047	\$ 83,792.13	\$ 39,159.55	\$ 122,951.68
60 W. Water Line	\$ 565,935.00	\$ 407,387.66	3.00%	7/1/2043	\$ 18,258.30	\$ 10,785.62	\$ 29,043.92
Sewer Sliplining Project	\$ 3,414,000.00	\$ 3,321,183.63	3.63%	2/10/2062	\$ 72,094.24	\$ 43,441.76	\$ 115,536.00
Water Treatment Plan Refi	\$ 3,730,000.00	\$ 3,583,910.55	2.80%	7/1/2052	\$ 95,099.78	\$ 79,748.40	\$ 174,848.18

Outstanding Debt Balances							
		Sliplining	Sterling Refi	60 WL	Main St. WL	WTP Loan	Total
	<b>FY 2025</b>	3,285,445.42	1,828,048.64	364,051.20	\$ 1,761,255.21	\$ 3,537,701.43	\$ 7,491,056.48
	<b>FY 2026</b>	3,213,351.18	1,486,449.61	345,792.90	\$ 1,677,463.08	\$ 3,443,682.87	\$ 6,953,388.46
	<b>FY 2027</b>	3,140,259.37	1,233,244.99	326,982.73	\$ 1,591,775.02	\$ 3,347,489.44	\$ 6,499,492.18
	<b>FY 2028</b>	3,066,269.52	868,042.60	307,604.03	\$ 1,504,148.13	\$ 3,249,070.85	\$ 5,928,865.61
	<b>FY 2029</b>	2,991,142.54	389,981.55	287,639.61	\$ 1,414,538.55	\$ 3,148,375.60	\$ 5,240,535.31
	<b>FY 2030</b>	2,914,976.04	0	267,071.77	\$ 1,322,901.41	\$ 3,045,351.05	\$ 4,635,324.23
	<b>FY 2031</b>	2,837,755.62		245,882.27	\$ 1,229,190.84	\$ 2,939,943.30	\$ 4,415,016.41
	<b>FY 2032</b>	2,759,568.49		224,052.32	\$ 1,133,359.93	\$ 2,832,097.23	\$ 4,189,509.48
	<b>FY 2033</b>	2,680,197.70		212,891.14	\$ 1,084,634.39	\$ 2,721,756.46	\$ 4,019,281.99

Town of Amherst Pay Plan July 1, 2024-June 30, 2025 Step:		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21
Grade:		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21
1	\$ 21,698.00	\$ 22,131.96	\$ 22,574.60	\$ 23,026.09	\$ 23,486.61	\$ 23,956.35	\$ 24,435.47	\$ 24,924.18	\$ 25,422.67	\$ 25,931.12	\$ 26,449.74	\$ 26,978.74	\$ 27,518.31	\$ 28,068.68	\$ 28,630.05	\$ 29,202.65	\$ 29,786.70	\$ 30,382.44	\$ 30,990.09	\$ 31,609.89	\$ 32,242.09	
2	\$ 22,999.88	\$ 23,459.88	\$ 23,929.08	\$ 24,407.66	\$ 24,895.81	\$ 25,393.73	\$ 25,901.60	\$ 26,419.63	\$ 26,948.09	\$ 27,486.99	\$ 28,036.63	\$ 28,597.46	\$ 29,169.41	\$ 29,752.80	\$ 30,347.85	\$ 30,954.81	\$ 31,573.91	\$ 32,205.38	\$ 32,849.49	\$ 33,506.48	\$ 34,176.63	
3	\$ 24,379.87	\$ 24,867.47	\$ 25,364.82	\$ 25,872.12	\$ 26,389.56	\$ 26,917.35	\$ 27,455.70	\$ 28,004.81	\$ 28,564.91	\$ 29,136.20	\$ 29,718.93	\$ 30,313.31	\$ 30,919.57	\$ 31,537.97	\$ 32,168.72	\$ 32,812.10	\$ 33,468.34	\$ 34,137.71	\$ 34,820.46	\$ 35,516.87	\$ 36,227.21	
4	\$ 25,842.67	\$ 26,359.52	\$ 26,886.71	\$ 27,424.44	\$ 27,972.93	\$ 28,532.39	\$ 29,103.04	\$ 29,685.10	\$ 30,278.80	\$ 30,884.38	\$ 31,502.06	\$ 32,132.11	\$ 32,774.75	\$ 33,430.24	\$ 34,098.85	\$ 34,780.82	\$ 35,476.44	\$ 36,185.97	\$ 36,909.69	\$ 37,647.88	\$ 38,400.84	
5	\$ 27,393.23	\$ 27,941.09	\$ 28,499.91	\$ 29,069.91	\$ 29,651.31	\$ 30,243.33	\$ 30,847.22	\$ 31,463.21	\$ 32,091.53	\$ 32,732.44	\$ 33,385.19	\$ 34,049.03	\$ 34,724.23	\$ 35,401.16	\$ 36,089.12	\$ 36,788.47	\$ 37,499.60	\$ 38,222.82	\$ 38,957.53	\$ 39,703.21	\$ 40,460.36	
6	\$ 29,036.82	\$ 29,617.55	\$ 30,209.91	\$ 30,814.10	\$ 31,433.39	\$ 32,068.99	\$ 32,720.17	\$ 33,388.18	\$ 34,063.26	\$ 34,745.69	\$ 35,435.72	\$ 36,133.63	\$ 36,839.71	\$ 37,554.32	\$ 38,276.82	\$ 39,007.67	\$ 39,747.24	\$ 40,495.00	\$ 41,251.44	\$ 42,017.03	\$ 42,792.24	
7	\$ 30,779.03	\$ 31,384.61	\$ 32,002.50	\$ 32,632.95	\$ 33,275.21	\$ 33,929.53	\$ 34,596.18	\$ 35,275.43	\$ 35,967.54	\$ 36,672.79	\$ 37,391.46	\$ 38,122.95	\$ 38,867.53	\$ 39,625.52	\$ 40,397.25	\$ 41,182.04	\$ 41,980.27	\$ 42,792.31	\$ 43,618.51	\$ 44,459.24	\$ 45,315.00	
8	\$ 32,625.77	\$ 33,278.28	\$ 33,943.85	\$ 34,622.73	\$ 35,315.18	\$ 36,021.49	\$ 36,741.92	\$ 37,476.75	\$ 38,226.29	\$ 38,990.81	\$ 39,770.63	\$ 40,566.04	\$ 41,377.36	\$ 42,204.91	\$ 43,049.01	\$ 43,909.99	\$ 44,788.19	\$ 45,683.95	\$ 46,597.63	\$ 47,529.59	\$ 48,480.18	
9	\$ 34,583.32	\$ 35,274.98	\$ 35,980.48	\$ 36,700.09	\$ 37,434.09	\$ 38,182.77	\$ 38,946.43	\$ 39,725.36	\$ 40,519.87	\$ 41,330.26	\$ 42,156.87	\$ 43,000.01	\$ 43,860.01	\$ 44,737.21	\$ 45,631.95	\$ 46,544.59	\$ 47,475.48	\$ 48,424.99	\$ 49,393.49	\$ 50,381.36	\$ 51,388.99	
10	\$ 36,558.31	\$ 37,391.48	\$ 38,139.31	\$ 38,902.10	\$ 39,680.14	\$ 40,473.74	\$ 41,283.22	\$ 42,108.88	\$ 42,951.06	\$ 43,810.08	\$ 44,686.28	\$ 45,580.01	\$ 46,491.61	\$ 47,421.44	\$ 48,369.87	\$ 49,337.26	\$ 50,324.01	\$ 51,330.49	\$ 52,357.10	\$ 53,404.24	\$ 54,472.33	
11	\$ 38,657.81	\$ 39,634.97	\$ 40,627.67	\$ 41,636.22	\$ 42,660.95	\$ 43,702.17	\$ 44,759.25	\$ 45,832.51	\$ 46,922.33	\$ 48,028.12	\$ 49,149.33	\$ 50,286.42	\$ 51,439.81	\$ 52,609.93	\$ 53,797.14	\$ 55,001.90	\$ 56,223.65	\$ 57,463.74	\$ 58,721.61	\$ 60,006.68	\$ 61,318.33	
12	\$ 41,189.38	\$ 42,033.07	\$ 42,853.33	\$ 43,710.40	\$ 44,584.60	\$ 45,476.30	\$ 46,385.82	\$ 47,313.54	\$ 48,259.81	\$ 49,225.00	\$ 50,209.51	\$ 51,213.70	\$ 52,237.97	\$ 53,282.73	\$ 54,348.38	\$ 55,435.35	\$ 56,544.06	\$ 57,674.94	\$ 58,828.44	\$ 60,006.01	\$ 61,205.11	
13	\$ 43,660.64	\$ 44,533.85	\$ 45,424.53	\$ 46,333.02	\$ 47,259.68	\$ 48,204.87	\$ 49,169.97	\$ 50,152.35	\$ 51,155.40	\$ 52,178.51	\$ 53,222.08	\$ 54,286.52	\$ 55,372.25	\$ 56,479.69	\$ 57,609.29	\$ 58,761.47	\$ 59,936.64	\$ 61,135.44	\$ 62,358.14	\$ 63,605.31	\$ 64,877.41	
14	\$ 46,280.28	\$ 47,205.88	\$ 48,150.00	\$ 49,113.02	\$ 50,095.26	\$ 51,097.17	\$ 52,119.11	\$ 53,161.49	\$ 54,224.72	\$ 55,309.22	\$ 56,415.40	\$ 57,543.71	\$ 58,694.58	\$ 59,868.47	\$ 61,065.84	\$ 62,287.16	\$ 63,532.90	\$ 64,803.56	\$ 66,099.63	\$ 67,421.63	\$ 68,770.06	
15	\$ 49,057.09	\$ 50,038.24	\$ 51,039.00	\$ 52,052.98	\$ 53,100.98	\$ 54,163.00	\$ 55,246.26	\$ 56,351.18	\$ 57,478.20	\$ 58,627.79	\$ 59,800.32	\$ 60,996.33	\$ 62,216.26	\$ 63,468.52	\$ 64,759.79	\$ 66,084.39	\$ 67,443.88	\$ 68,829.77	\$ 70,242.53	\$ 71,685.61	\$ 73,159.26	
16	\$ 52,000.52	\$ 53,040.53	\$ 54,101.34	\$ 55,183.37	\$ 56,287.03	\$ 57,412.78	\$ 58,561.03	\$ 59,732.25	\$ 60,926.90	\$ 62,145.43	\$ 63,388.34	\$ 64,656.11	\$ 65,949.23	\$ 67,268.22	\$ 68,613.58	\$ 69,985.85	\$ 71,388.57	\$ 72,813.28	\$ 74,262.55	\$ 75,734.94	\$ 77,240.74	
17	\$ 55,120.55	\$ 56,222.96	\$ 57,347.42	\$ 58,494.37	\$ 59,664.26	\$ 60,857.54	\$ 62,074.69	\$ 63,316.19	\$ 64,582.51	\$ 65,874.16	\$ 67,191.64	\$ 68,535.48	\$ 69,906.19	\$ 71,304.31	\$ 72,730.40	\$ 74,185.00	\$ 75,668.70	\$ 77,182.08	\$ 78,725.72	\$ 80,300.23	\$ 81,906.24	
18	\$ 58,427.78	\$ 59,596.34	\$ 60,788.27	\$ 62,004.03	\$ 63,244.11	\$ 64,508.99	\$ 65,799.17	\$ 67,115.16	\$ 68,457.80	\$ 69,826.60	\$ 71,223.14	\$ 72,647.61	\$ 74,100.56	\$ 75,582.57	\$ 77,094.22	\$ 78,636.10	\$ 80,208.83	\$ 81,813.00	\$ 83,449.26	\$ 85,118.25	\$ 86,820.61	
19	\$ 61,933.45	\$ 63,172.12	\$ 64,435.56	\$ 65,724.27	\$ 67,038.76	\$ 68,379.53	\$ 69,747.12	\$ 71,142.07	\$ 72,564.91	\$ 74,016.21	\$ 75,496.53	\$ 77,006.46	\$ 78,546.59	\$ 80,117.52	\$ 81,719.87	\$ 83,354.27	\$ 85,021.36	\$ 86,721.78	\$ 88,456.22	\$ 90,225.34	\$ 92,029.85	
20	\$ 65,649.46	\$ 66,962.45	\$ 68,301.30	\$ 69,667.73	\$ 71,061.08	\$ 72,482.31	\$ 73,931.95	\$ 75,410.59	\$ 76,918.80	\$ 78,457.18	\$ 80,026.32	\$ 81,626.85	\$ 83,259.39	\$ 84,924.57	\$ 86,623.07	\$ 88,355.53	\$ 90,122.64	\$ 91,925.09	\$ 93,763.59	\$ 95,638.86	\$ 97,551.64	
21	\$ 69,588.43	\$ 70,980.19	\$ 72,399.80	\$ 73,847.79	\$ 75,324.75	\$ 76,831.24	\$ 78,367.87	\$ 79,935.23	\$ 81,533.93	\$ 83,164.61	\$ 84,827.90	\$ 86,524.46	\$ 88,254.95	\$ 90,020.05	\$ 91,820.45	\$ 93,656.86	\$ 95,530.00	\$ 97,440.68	\$ 99,389.41	\$ 101,377.20	\$ 103,404.74	
22	\$ 73,763.73	\$ 75,239.01	\$ 76,743.79	\$ 78,278.66	\$ 79,844.23	\$ 81,441.12	\$ 83,069.94	\$ 84,731.34	\$ 86,425.97	\$ 88,154.49	\$ 89,917.58	\$ 91,719.64	\$ 93,561.25	\$ 95,442.25	\$ 97,363.68	\$ 99,325.67	\$ 101,328.00	\$ 103,370.27	\$ 105,452.99	\$ 107,576.63	\$ 109,741.60	
23	\$ 78,189.55	\$ 79,753.34	\$ 81,348.11	\$ 82,975.38	\$ 84,634.89	\$ 86,327.59	\$ 88,054.14	\$ 89,815.22	\$ 91,611.53	\$ 93,443.76	\$ 95,312.43	\$ 97,218.18	\$ 99,161.53	\$ 101,143.53	\$ 103,165.46	\$ 105,227.82	\$ 107,331.00	\$ 109,475.49	\$ 111,661.63	\$ 113,889.74	\$ 116,160.27	
24	\$ 82,880.93	\$ 84,538.55	\$ 86,229.32	\$ 87,955.90	\$ 89,712.98	\$ 91,507.24	\$ 93,333.39	\$ 95,201.13	\$ 97,108.22	\$ 99,050.38	\$ 101,031.39	\$ 103,052.02	\$ 105,113.06	\$ 107,215.32	\$ 109,359.62	\$ 111,546.82	\$ 113,777.75	\$ 116,053.31	\$ 118,374.37	\$ 120,741.86	\$ 123,156.70	
25	\$ 87,853.78	\$ 89,610.86	\$ 91,403.08	\$ 93,231.14	\$ 95,095.76	\$ 96,997.68	\$ 98,937.63	\$ 100,916.38	\$ 102,934.91	\$ 104,993.40	\$ 107,093.27	\$ 109,235.14	\$ 111,419.84	\$ 113,648.24	\$ 115,921.20	\$ 118,239.63	\$ 120,604.42	\$ 123,016.51	\$ 125,476.84	\$ 127,986.37	\$ 130,546.10	
26	\$ 93,125.01	\$ 94,987.51	\$ 96,887.26	\$ 98,825.01	\$ 100,801.51	\$ 102,817.54	\$ 104,873.89	\$ 106,971.37	\$ 109,110.79	\$ 111,293.01	\$ 113,518.87	\$ 115,789.25	\$ 118,105.03	\$ 120,467.13	\$ 122,876.47	\$ 125,334.00	\$ 127,840.68	\$ 130,397.50	\$ 132,995.05	\$ 135,635.86	\$ 138,318.37	
27	\$ 98,712.51	\$ 100,869.60	\$ 102,700.50	\$ 104,754.51	\$ 106,849.60	\$ 108,986.59	\$ 111,166.32	\$ 113,389.65	\$ 115,657.44	\$ 117,970.59	\$ 120,330.00	\$ 122,736.60	\$ 125,191.33	\$ 127,695.16	\$ 130,249.06	\$ 132,854.04	\$ 135,511.12	\$ 138,221.35	\$ 140,985.77	\$ 143,805.49	\$ 146,681.60	
28	\$ 104,635.26	\$ 106,727.97	\$ 108,862.53	\$ 111,039.78	\$ 113,260.57	\$ 115,525.78	\$ 117,836.30	\$ 120,193.03	\$ 122,596.89	\$ 125,048.82	\$ 127,549.80	\$ 130,100.80	\$ 132,702.81	\$ 135,356.87	\$ 138,064.01	\$ 140,825.29	\$ 143,641.79	\$ 146,514.63	\$ 149,445.02	\$ 152,433.82	\$ 155,482.50	
29	\$ 110,913.38	\$ 113,131.65	\$ 115,394.28	\$ 117,702.16	\$ 120,056.21	\$ 122,457.33	\$ 124,906.48	\$ 127,404.61	\$ 129,952.70	\$ 132,551.75	\$ 135,202.79	\$ 137,906.84	\$ 140,666.99	\$ 143,478.28	\$ 146,344.85	\$ 149,270.80	\$ 152,260.30	\$ 155,305.51	\$ 158,411.62	\$ 161,579.85	\$ 164,811.45	
30	\$ 117,568.18	\$ 119,919.54	\$ 122,317.94	\$ 124,764.29	\$ 127,259.58	\$ 129,804.77	\$ 132,400.87	\$ 135,048.88	\$ 137,749.86	\$ 140,504.86	\$ 143,314.96	\$ 146,181.26	\$ 149,104.88	\$ 152,086.98	\$ 155,128.72	\$ 158,231.29	\$ 161,395.92	\$ 164,623.84	\$ 167,916.31	\$ 171,274.64	\$ 174,700.13	
	\$ 56.52	\$ 57.65	\$ 58.81	\$ 59.98	\$ 61.18	\$ 62.41	\$ 63.65	\$ 64.93	\$ 66.23	\$ 67.55	\$ 68.90	\$ 70.28	\$ 71.69	\$ 73.12	\$ 74.58	\$ 76.07	\$ 77.59	\$ 79.15	\$ 80.73	\$ 82.34	\$ 83.99	

Notes: This merit plan applies to full-time, non-probationary employees. The Town Manager may approve merit raises for a specific employee at any time during the fiscal year within budget limitations upon recommendation and justification of the supervisor.

Upper lines contain annualized pay rates, lower lines contain hourly pay rates.  
Positions with professional development paths may be promoted within a budget year once they have met the requirements to do so.

Following is a list of positions included in the Town's Pay Plan:

Administration 20 Office Manager/Finance Director (Exempt) 19 Clerk to Council 13 Fiscal Assistant 14 Senior Fiscal Assistant 9 Office Assistant (part-time)	Police 25 Chief of Police (Exempt) 23 Major (Exempt) 22 Captain (Exempt) 20 Investigator 18 Accreditation Manager 19 Police Officer 3 17 Police Officer 2 15 Police Officer 1 10 Administrative Officer 14 Administrative Analyst	Public Utilities 25 Public Utilities Director (Exempt) 23 Director of Plants (Exempt) 17 Utility Maintenance Foreman (Exempt) 15 Lead Treatment Plant Operator 13 Treatment Plant Operator 12 Treatment Plant Operator-Apprentice 11 Utility Maintenance Technician 12 Landscape and Maintenance Assistant 8 Custodian
---	---	---

For the FY23-24 budget, the following positions are included:

Administration Town Manager Office Manager/Finance Director Fiscal Assistant Office Assistant 2 PT Clerk to Council	Police Chief Captain Investigator Police Officer 3 Police Officer 2 Accreditation Manager Administrative Officer (PT) Administrative Analyst Part Time Officers (as needed)	Public Utilities Director of Plants Utility Maintenance Foreman Plants Maintenance Supervisor- New position, Grade 16 Lead Treatment Plant Operator (2) Treatment Plant Operator (2 FT, 1 PT) Utility Maintenance Technician (4 FT and 1 PT) Landscape and Maintenance Assistant (1 FT)- New Position, Grade 11 Custodian (PT, 1)
--	--	---



**MOTION:**  
**SECOND:**

Regular Meeting  
April 9, 2025  
**Ord. No. 250409A**

### **ORDINANCE OF THE TOWN OF AMHERST**

#### **AN ORDINANCE AMENDING THE PROVISIONS SET FORTH IN CHAPTER 20 (TRAFFIC AND VEHICLES) ARTICLE III (STOPPING, STANDING AND PARKING) TO ADD NEW SECTIONS SEC. 20-88 NO OVERNIGHT PARKING IN CERTAIN AREAS AND SEC. 20-121 REMOVAL OF VEHICLES WITH MULTIPLE PARKING VIOLATIONS**

**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 were 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 24521.

**NOW THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF AMHERST** that Section 24-226, Section 24-227, and Section 24-235 of the Town of Amherst Zoning Ordinance are amended and reenacted as follows:

## **ARTICLE III. - STOPPING, STANDING AND PARKING**

### **DIVISION 1. - GENERALLY**

#### **Sec. 20-73. - Obedience to parking signs, painted lines, and devices.**

- (a) Pursuant to the Code of Virginia, § 46.2-1219, it shall be unlawful within the town for any person to park any vehicle in shopping center parking lots designed to accommodate 50 or more vehicles, except in those locations designated for parking by signs or by painted lines, and in no case shall any person park a vehicle so as to interfere with designated fire lanes.
- (b) It shall be unlawful for any person to park a vehicle, or to permit a vehicle to remain parked, at any place within the town contrary to or in violation of the notice or directive of any traffic control sign, marking, device, crosswalk, or yellow painted curbing which has been installed by the department of transportation or by the town pursuant to law.

(Code 2005, § 16-38.1; Ord. of 7-11-2007)

#### **Sec. 20-74. - Parking in spaces reserved for persons with disabilities; penalty.**

- (a) It shall be unlawful for a vehicle not displaying disabled parking license plates, an organizational removable windshield placard, a permanent removable windshield placard, or a temporary removable windshield placard issued under Code of Virginia, § 46.2-1241, or DV disabled parking license plates issued under Code of Virginia, § 46.2-739(B), to be parked in a parking space reserved for persons with disabilities that limit or impair their ability to walk or for a person who is not limited or impaired in his ability to walk to park a vehicle in a parking space so designated, except when transporting a person with such a disability in the vehicle.
- (b) Any uniformed police officer employed by the town is authorized to issue summons and parking tickets for violations of this section without the necessity of a summons or warrant being obtained by the owner of a private parking area.

(Code 2005, § 16-39; Ord. of 4-14-2004)

State Law reference- Authority to so provide, Code of Virginia, § 46.2-1242.

#### **Sec. 20-75. - Prohibited parking.**

- (a) No person shall park any truck, motor vehicle of more than 18,000 pounds gross weight, commercial vehicle (see section 20-88), or any trailer or semitrailer, no matter what size, whether or not attached to a tractor, on any street for longer than two hours, except that this section shall not apply to trucks, trailers or semitrailers so parked while actually engaged in loading or unloading. In no case shall any such vehicle be parked in a manner as to obstruct the vision of vehicles entering or exiting public or private driveways or roadways.
- (b) No person shall park a truck or motor vehicle used for the purpose of transporting any explosive or more than 50 gallons of gasoline, kerosene, benzyl, naphtha, or other volatile or hazardous materials on any street or alley between the hours of 6:00 p.m. and 6:00 a.m., regardless of whether such vehicle is loaded or empty. No person shall park any such vehicle in any residential zone for any length of time or purpose other than for the purpose of actual delivery of goods or materials.
- (c) It shall be unlawful for any person to allow any motor vehicle, house trailer, camping trailer, trailer designated for the transportation of any freight or goods or livestock, or any other trailer or apparatus of any kind whatsoever designated to be attached or pulled by a motor vehicle to remain in the same location on any street in the town for a longer period of time than two hours.
- (d) No person shall park a motor vehicle in any way that blocks any portion of a marked bicycle lane.
- (e) Any person convicted of violating this section shall be fined not less than \$50.00 nor more than \$100.00 for each violation.

(Code 1965, § 7-111; Code 2005, § 16-40.1; Ord. of 7-11-2007; Ord. of 9-11-2019, § 1)

State Law reference- Penalty for ordinance violations, Code of Virginia, § 15.2-1429.

**Sec. 20-76. -Authority to establish temporary no parking zones.**

The chief of police, his designate, or the town manager may establish a temporary no parking zone for the purpose of controlling parking for a period of time prior to and during special events, parades, maintenance projects, or as necessary to safely control the flow of traffic. No such



temporary no parking zone may remain in effect longer than 30 days without the approval of the town council.

(Code 2005, § 16-41; Ord. of 7-11-2007)

**Sec. 20-77. - Parking a vehicle on streets without current license plate and valid state inspection certificate or sticker.**

It shall be unlawful for any person to park any vehicle on the streets or highways in the town which does not bear a current state license plate and a valid state inspection certificate.

(Code 2005, § 16-42; Ord. of 7-11-2007)

**Sec. 20-78. -Angle parking.**

Notwithstanding any of the provisions of this chapter, the council may, when in its discretion the public interest so requires, provide angle parking on any street or portion thereof; provided, however, that such streets are marked so as to apprise an ordinarily observant person of regulation.

(Code 1965, § 7-120; Code 2005, § 16-43)

**Sec. 20-79. - Backing up to curb.**

No vehicle shall be backed up to a curb, except during the time actually engaged in loading or unloading merchandise therefrom.

(Code 1965, § 7-116; Code 2005, § 16-44)

**Sec. 20-80. - Manner of using loading zones.**

Where a loading and unloading zone has been set apart by the authority of the town council in accordance with the applicable provisions of this chapter, the following regulations shall apply, with respect to the use of such areas:

- (1) No person shall stop, stand or park a vehicle for any purpose or length of time, other than for the expeditious unloading and delivery of materials, in any place marked as a curb loading zone during hours when the provisions applicable to such zones are in effect. All delivery vehicles other than regular delivery trucks using such loading zones shall be identified by the owner's or company's name in letters three inches high on both sides of the vehicle.

- (2) The driver of a passenger vehicle may stop temporarily in a space marked as a curb loading zone for the purpose of, and actually being engaged in, loading or unloading passengers or bundles, when such stopping does not interfere with a vehicle used for the transportation of materials which is waiting to enter or is about to enter such loading zones.

(Code 1965, § 7-122; Code 2005, § 16-45)

**Sec. 20-81. - Manner of using bus stop.**

Where a bus stop has been set apart by authority of the town council in accordance with the applicable provisions of this chapter, the following regulations shall apply as to the use thereof: no person shall stop, stand or park a vehicle other than a bus in a bus stop, when such stop or stand has been officially designated and appropriately signed, except the driver of a passenger vehicle may temporarily stop therein for the purpose of and while actually engaged in the expeditious loading or unloading of passengers when such stopping does not interfere with any bus waiting to enter such zone.

(Code 1965, § 7-123; Code 2005, § 16-46)

**Sec. 20-82. - Parking on private property generally.**

No person shall stand or park a vehicle on any private lot or lot area without the express or implied consent of the owner thereof. Whenever signs or markings have been erected on any lot or lot area, contiguous or adjacent to a street, thoroughfare or alley, indicating that no vehicles are permitted to stand or park thereon, it shall be unlawful for any person to drive a vehicle across any curb or lot line or over any driveway from a street or alley into such lot or area for the purpose of standing or parking such vehicle, or for any person to stop, stand or park any vehicle in such lot or lot area.

(Code 1965, § 7-112; Code 2005, § 16-50)

**Sec. 20-83. - Leaving vehicles upon private property prohibited; removal and disposition thereof; notice of disposition.**

- (a) It shall be unlawful for any person to leave any vehicle, trailer or semitrailer, or part thereof, on the private property of any other person without his consent. Owners of private property that is normally open to the public for parking to post or cause shall post signs warning that vehicles left on the property for more than 72 hours will be towed or removed at their owners' expense.

- (b) Upon complaint of the owner of the property on which such vehicle, trailer or semitrailer, or part thereof, has been left for more than 72 hours, the owner of such vehicle, trailer or semitrailer, or part thereof so removed, shall indemnify the town against any loss or expense incurred by reason of removal, storage or sale thereof.
- (c) In the case of the removal of a vehicle, trailer or semitrailer, or part thereof, from private property, when the same cannot be readily sold, such vehicle, trailer or semitrailer, or part thereof, may be disposed of in such manner as the town council may provide.
- (d) In all other respects, the provisions of section 20-41 shall apply to such removals; provided that disposal of a vehicle, trailer or semitrailer may, at the option of the town council, be carried out under either the provisions of section 20-41 or under the provisions of this section after a diligent search for the owner, after notice to him at his last-known address and to the holder of any lien of record in the office of the division of motor vehicles of the state against such vehicle, trailer or semitrailer, and after the vehicle, trailer or semitrailer has been held at least 60 days.
- (e) The state shall be notified of the disposition of any vehicle, trailer or semitrailer under section 20- 41 or the provisions hereof.

(Code 1965, § 7-127; Code 2005, § 16-51)

**Sec. 20-84. - Removal of trespassing vehicles by owners of property upon which trespass occurs.**

It shall be unlawful for any owner, operator or lessee of any parking area or space therein or part thereof, or of any other lot or building, including the town, to have any motor or other vehicle occupying such lot, area, space or building or part thereof without the permission of such owner, operator, lessee or authorized agent or the one having control of such premises removed by towing or otherwise to a licensed garage for storage until called for by its owner or his agent; provided that notice of such action shall be first or simultaneously therewith given to at least one of the town police officers; provided further that in the event of such removal and storage, the owner of the vehicle involved shall be chargeable with and such vehicle may be held for a reasonable charge for its removal and storage. This section shall not apply to police, fire or public health vehicles or when a vehicle shall, because of a wreck or other emergency, be parked or left temporarily upon the property of another. The state shall be notified of the disposition of any vehicle, trailer or semitrailer under the provisions hereof.

(Code 1965, § 7-126; Code 2005, § 16-52)

**Sec. 20-85. - Marking of parking spaces.**

The town manager shall cause parking spaces to be marked in areas he deems appropriate, or as directed by the council; such markings to indicate clearly the limits of each space wherein a vehicle may lawfully be parked.

(Code 2005, § 16-55; Ord. of 1-14-2009)

**Sec. 20-86. - Manner of parking.**

- (a) It shall be unlawful for any person to park any vehicle in any parking space referred to in section 20-85 except within the lines and markings so established.
- (b) When a parking space is parallel with the adjacent curb or sidewalk, any vehicle parked in such parking space shall be parked so that the foremost part of the vehicle shall be oriented in the direction of the flow of traffic. When a parking space is diagonal to the curb or sidewalk, any vehicle parked in such parking space shall be parked with the foremost part of such vehicle directed at and nearest to the curb.
- (c) In areas where there are no parking spaces marked, a vehicle parked on a public street shall be oriented in the direction of traffic flow.

(Code 2005, § 16-56; Ord. of 7-11-2007; Ord. of 1-14-2009)

**Sec. 20-87. - Limited-time parking in certain areas.**

- (a) It shall be unlawful for any person to permit a vehicle to remain or to be parked in any parking space designated for limited-time parking by signs, decals, or painted markings if such vehicle has already been parked beyond the period of time prescribed for such parking space. It shall be unlawful for any person to cause, allow, permit or suffer any vehicle registered in his name to be parked overtime or beyond the period of legal parking time established for any parking zone.
- (b) Reserved.
- (c) Members of recognized public safety agencies shall not be subject to the provisions of this section while responding to emergency calls, but shall be subject to its provisions

at all other times.

(Code 2005, § 16-58; Ord. of 1-14-2009; Ord. of 3-8-2023 (1))

**Sec. 20-88. No overnight parking in certain areas.**

It shall be unlawful for any person to remain or to be parked in any parking space designated for “no overnight parking” between the hours of midnight and 6:00 am. South Main Street, in the section between Star Street and Second Street shall be designated for no overnight parking.

**Sec. 20-898. - Definitions.**

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

***Commercial vehicle*** means every motor vehicle, other than a passenger car, truck, and recreational vehicle and trailer, which is designed or used to carry, deliver, handle or move goods, to transport one or more persons who perform services in commerce, industry or trade, or to transport more than eight persons of any age, including the driver, and which has painted or displayed upon it any sign identifying or advertising any business, commercial venture, school or passenger transport service of any kind, or is registered with the Virginia Department of Motor Vehicles, or leased by the registered owner, to a corporation, partnership, sole proprietor, other business or commercial entity or school.

***Truck*** means every motor vehicle designed to transport property on its own structure independent of any other vehicle and having a registered gross weight in excess of 7,500 pounds.

(Ord. of 9-11-2019, § 2)

Secs. 20-~~9089~~-20-117. - Reserved.

**DIVISION 2. – VIOLATIONS**

**Sec. 20-118. - Penalty for parking violations; ticketing procedure; etc.**

Each police officer charged with the duty of enforcing this article shall take the registration number of any vehicle found parked in violation of any provision of this article and may take any other information which may identify its owner. Such officer shall conspicuously affix to such vehicle a parking ticket, with an envelope attached thereto, in a form provided by the treasurer, instructing each owner when and where to report with reference to such violation. Each such owner

may, within 48 hours of the time when such notice was attached to such vehicle, pay to the treasurer a penalty for and in full satisfaction of such violation, the fine as specified by section 20-120. The failure of such owner to make such payment to the treasurer within such 48-hour period, shall render such owner subject to the penalties provided for by a court of law, after issuance of a summons to appear in court.

(Code 2005, § 16-65; Ord. of 5-8-2002; Ord. of 1-14-2009)

**Sec. 20-119. - Presumption where vehicle illegally parked.**

In any prosecution charging a violation of any parking regulation contained in this article, proof that the vehicle described in the complaint, summons or warrant was parked in violation of such regulation, together with proof that the defendant was at the time of such parking the registered owner of the vehicle, as required by Code of Virginia, title 46.2, ch. 3 (Code of Virginia, § 46.2-600 et seq.), shall constitute in evidence a prima facie presumption that such registered owner of the vehicle was the person who parked the vehicle at a place where, and for the time during which, such violation occurred.

(Code 1965; Code 2005, § 16-66; Ord. of 1-14-2009)

**Sec. 20-120. - Penalty for certain violations.**

Any person who shall violate or fail to comply with any of the provisions of this article other than section 20-118 shall be punished by a fine of not less than \$10.00 nor more than \$100.00 for each offense, as specified herein for each offense.

Disabled parking zone without proper permit	\$100.00
Parking within 15 feet of a fire hydrant	\$50.00
Parking within designated fire lane	\$50.00
Double parked	\$50.00
Parked where official sign erected	\$20.00

Improper parking	\$20.00
Blocking driveway	\$20.00
Loading zone	\$20.00
On or across sidewalk	\$20.00
On or across crosswalk	\$20.00
Over or on top of curb	\$20.00
Along yellow or red painted curb	\$20.00
Parking trucks, trailers where prohibited or overtime	\$20.00
Stopping on highway/obstructing traffic	\$20.00
Failure to display current license plates	\$20.00
Invalid state inspection	\$20.00
Obstructing bicycle lane	\$20.00
Parked opposite to flow of traffic	\$10.00
Parked further than 12 inches from curb	\$10.00
Other violation	\$10.00

(Code 2005, § 16-67; Ord. of 5-8-2002; Ord. of 7-11-2007; Ord. of 1-14-2009; Ord. of 12-14-2016, § 1)

State Law reference- Penalty for ordinance violations, Code of Virginia, § 15.2-

1429.

**Section 20-121. Removal of vehicles with multiple parking violations.**

(a) Whenever there is found any motor vehicle parked upon the public streets or highways or public grounds of this town against which motor vehicle there are three (3) or more outstanding unpaid or otherwise unsettled parking violation notices issued by this town, such vehicle may, by towing or otherwise, be removed or conveyed to a place in the town designated by the chief of police for the temporary storage of such vehicle. The removal or conveyance of the vehicle shall be by, or under the direction of, an officer or member of the police department.

(b) It shall be the duty of the officer or member of the police department removing such motor vehicle, or under whose direction such motor vehicle is removed, to inform as soon as practical the owner of the removed vehicle of the nature and circumstances of the prior unsettled parking violation notices, for which or on account of which, such vehicle was removed.

(c) The owner of such removed motor vehicle, or other duly authorized person, shall be permitted to repossess or to secure the release of the vehicle by payment of outstanding parking violation notices for which the vehicle was removed and by payment of all reasonable costs incidental to the removal and storage of the vehicle, and the efforts to locate the owner of the vehicle.

(e) Should such owner fail or refuse to pay such fines and costs, or should the identity or whereabouts of such owner be unknown and unascertainable, the town may proceed to sell the vehicle in accordance with the following procedure. The town manager shall cause a diligent search to be made for the whereabouts and identity of the owner and shall provide notice of the sale to the owner at his last known address and to the holder of any lien of record in the office of the division of motor vehicles in Virginia against the motor vehicle. After holding the motor vehicle for forty (40) days following notice to the owner at his last known address and following reasonable notice of the sale of the vehicle, which notice may include posting or publication in a newspaper of general circulation in the town, the town manager may sell the motor vehicle at public auction to the highest bidder. The proceeds from the sale shall be forwarded by the town manager to the director of finance, provided, that if the value of the motor vehicle be determined by three (3) disinterested dealers or garage men to be less than one hundred fifty dollars (\$150.00), the motor vehicle may be disposed of by private sale or junked. The director of finance shall pay from the proceeds of sale the cost of removal, storage, investigation as to ownership and liens and notice of sale, and the balance of such funds shall be held by him for the owner and paid to the owner upon satisfactory proof of ownership. If no claim has been made by the owner for the proceeds of such sale, the remaining funds may be deposited to the general fund or any special fund of the town. Any such owner shall be entitled to apply to the town within three (3) years from the date of such sale and if timely application is made therefor, the town shall pay the same to the owner without interest or other charges. No claim shall be made nor shall any suit, action or proceeding be instituted for the recovery of such funds after three (3) years from the date of such sale.



**Sec. 20-12~~2~~1. - Effect of parking regulations upon other traffic and parking regulations.**

Nothing in this article shall alter or affect any other provision of this chapter or any existing ordinance, rule or regulation hereafter adopted relating to traffic or parking on any street, alley, lane or highway within the town, other than those included within the parking zones herein established.

(Code 2005, § 16-68; Ord. of 1-14-2009)

Secs. 20-12~~3~~2-20-140. - Reserved.

This ordinance is effective May 9, 2025.

This ordinance was adopted April 9, 2025.

---

D. Dwayne Tuggle, Mayor

ATTEST:

---

Clerk of Council

Mayor D. Dwayne Tuggle called a work session of the Amherst Town Council to order on March 12, 2025, at 5:00 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	A	Andra Higginbotham
P	Janice N. Wheaton	P	Michael Driskill
A	Jared S. Martin	P	Kenneth S. Watts

Also present were the following staff members:

Sara E. McGuffin	Town Manager	Gary Williams	Director of Plants
Tracie Morgan	Dep. Town Manager/Treas.	Becky Cash	Water/Wastewater Operator
Vicki K. Hunt	Clerk of Council	Buddy Smith	Maintenance Supervisor
Ryan Watts	Police Chief		

The purpose of the work session was to discuss the proposed 2025/26 Budget and Capital Improvement Program (CIP).

Deputy Town Manager/Treasurer Morgan gave a report on the proposed Budget and CIP after which Council conducted a detailed discussion and review of the proposed 2025/26 Budget and CIP.

No action was taken.

There being no further business, at 5:45 p.m. the meeting recessed until March 12, 2025, at 7:00 p.m.

---

D. Dwayne Tuggle, Mayor

ATTEST: \_\_\_\_\_  
 Clerk of Council

Mayor D. Dwayne Tuggle called a regular monthly meeting of the Amherst Town Council to order on March 12, 2025, 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	A	Andra Higginbotham
P	Janice N. Wheaton	P	Michael Driskill
P	Jared S. Martin	P	Kenneth S. Watts

Also present were the following staff members:

Sara E. McGuffin	Town Manager	Gary Williams	Director of Plants
Tracie Morgan	Dep. Town Manager/Treas.	Becky Cash	Water/Wastewater Operator
Vicki K. Hunt	Clerk of Council	Buddy Smith	Maintenance Supervisor
Ryan Watts	Police Chief	Kelley Kemp (Remote)	Town Attorney

Recitation of the Pledge of Allegiance to the Flag was followed by an invocation given by Dawn Thomas.

Mayor Tuggle circulated for signature the Code of Ethics adopted on February 12, 2025. The Code of Ethics will be framed for display in the Town Hall Council Chambers.

Town Manager McGuffin gave a report on a proposed amendment to Amherst Town Code Section 22-22 Buildings within 200 feet of public sanitary sewer must be connected thereto. If approved, it would authorize Town Manager to approve requests by property owners seeking a waiver to this requirement.

Mayor Tuggle opened a duly advertised public hearing at 7:05 p.m. on determination of whether to amend Section 22-22 Buildings within 200 feet of public sanitary sewer must be connected thereto authorizing Town Manager to approve requests by property owners seeking a waiver to the requirement.

There being no one present who wished to speak on the matter, the public hearing was closed at 7:05 p.m.

Mr. Driskill made a motion that was seconded by Mr. Martin to approve an amendment to Amherst Town Code Section 22-22 Buildings within 200 feet of public sanitary sewer must be connected thereto, authorizing Town Manager to approve requests by property owners seeking a waiver to this requirement, as recommended by staff.

After discussion, the motion carried 4-0 according to the following:

D. Dwayne Tuggle		Andra Higginbotham	Absent
Janice N. Wheaton	Aye	Michael Driskill	Aye

Jared S. Martin	Aye	Kenneth Watts	Aye
-----------------	-----	---------------	-----

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

Town Manager McGuffin gave a report on a request to rezone 305 Sunset Drive, Sandra Brown, owner, from A-1 to R-1. At its meeting held on February 12, 2025, Council set a public hearing to be held on March 12, 2025. A publication error invalidated the notice of public hearing. Staff recommended allowing public comment on this application if there were any citizens present to speak and to hold the public hearing at the Council's April 9, 2025, meeting.

There being no one present to speak, the public hearing was reset for April 9, 2025. No further action was taken.

Mayor Tuggle opened the floor to citizen comments.

Angela Sundaramurthy came forward to request Council take action on parking regulations in the Town.

Mr. Watts made a motion seconded by Mr. Driskill to approve the minutes of the meeting held on February 12, 2025, as presented by staff.

There being no discussion, the motion carried 4-0 via the roll call method as follows:

D. Dwayne Tuggle		Andra Higginbotham	Absent
Janice N. Wheaton	Aye	Michael Driskill	Aye
Jared S. Martin	Aye	Kenneth Watts	Aye

Ms. Wheaton made a motion seconded by Mr. Watts to approve the check registry for the month of February 2025, as presented by staff.

There being no discussion, the motion carried 4-0 via the roll call method as follows:

D. Dwayne Tuggle		Andra Higginbotham	Absent
Janice N. Wheaton	Aye	Michael Driskill	Aye
Jared S. Martin	Aye	Kenneth Watts	Aye

Police Chief Watts gave a report on the annual First Responders Celebration in the form of a street party that would include street vendors and bands. Staff requested approval of street closure of Main Street between Star Street and Second Street from 5:30 p.m. to 10:00 p.m., on June 28, 2025.

Mr. Driskill made a motion that was seconded by Mr. Martin to approve street closure of Main Street between Star Street and Second Street from 5:30 p.m. to 10:00 p.m., on June 28, 2025, for the First Responder's Celebration, as recommended by staff.

There being no discussion, the motion carried 4-0 via the roll call method as follows:

D. Dwayne Tuggle		Andra Higginbotham	Absent
Janice N. Wheaton	Aye	Michael Driskill	Aye
Jared S. Martin	Aye	Kenneth Watts	Aye

Town Manager McGuffin gave a report on a website created by town resident Elisabeth Mahler which features Town events and businesses. The website's address is [www.townofamherstva.com](http://www.townofamherstva.com). A link to the website can be found on the Town's official website, [www.amherstva.gov](http://www.amherstva.gov) under the Calendar tab.

Deputy Town Manager/Treasurer Morgan gave a report on the Town's Holiday Schedule. Staff requested that the holiday schedule be revised to delete Election Day and add a full day on Christmas Eve as its replacement.

Mr. Driskill made a motion that was seconded by Ms. Wheaton to approve the Town holiday schedule deleting Election Day and adding a full day on Christmas Eve.

There being no discussion, the motion carried 4-0 via the roll call method as follows:

D. Dwayne Tuggle		Andra Higginbotham	Absent
Janice N. Wheaton	Aye	Michael Driskill	Aye
Jared S. Martin	Aye	Kenneth Watts	Aye

Town Manager McGuffin gave a report updating Council on the status of the Water Withdrawal Permit process. No action was taken.

Town Manager McGuffin gave a report on a potential tree planting project at Old Mill Park by James River Association. The project would include a riparian buffer of trees and shrubs to protect water quality and habitants.

Charles Johnson on behalf of James River Association was present to share the vision of the tree planting project and to answer questions.

After discussion, Council requested documentation on the project from James River Association. No action was taken and the matter was deferred.

Deputy Town Manager/Treasurer Morgan gave a report on the proposed Town of Amherst FY25-26 Budget. At Council's work session held on March 12, 2025, Town Council reviewed the proposed 2025/26 budget in detail. Staff requested that Council set a public hearing at its April 9, 2025, meeting.

Ms. Wheaton made a motion that was seconded by Mr. Watts to hold a public hearing at its meeting on April 9, 2025, on the proposed Town of Amherst FY25-26 Budget as recommended by staff.

There being no discussion, the motion carried 4-0 via the roll call method as follows:

D. Dwayne Tuggle		Andra Higginbotham	Absent
Janice N. Wheaton	Aye	Michael Driskill	Aye
Jared S. Martin	Aye	Kenneth Watts	Aye

Deputy Town Manager/Treasurer Morgan gave a report on the Town of Amherst FY25-26 Capital Improvement Program proposal. Staff requested that Council set a public hearing on the Capital Improvement Program at its April 9, 2025, meeting.

Mr. Watts made a motion that was seconded by Mr. Driskill to hold a public hearing at its meeting on April 9, 2025, on the proposed Town of Amherst FY25-26 Capital Improvement Program, as recommended by staff.

There being no discussion, the motion carried 4-0 via the roll call method as follows:

D. Dwayne Tuggle		Andra Higginbotham	Absent
Janice N. Wheaton	Aye	Michael Driskill	Aye
Jared S. Martin	Aye	Kenneth Watts	Aye

Town Manager McGuffin gave a report on an existing vacancy on the Board of Zoning Appeals that was created by the resignation of Teresa Tatlock whose term of office ends August 31, 2026.

Mr. Driskill made a motion that was seconded by Mr. Martin to make a recommendation to the Circuit Court for the appointment of the following individual to the board and for the term listed below subject to her willingness to serve.

<b>Board</b>	<b>Appointed</b>	<b>Term of Office</b>
Board of Zoning Appeals	Ventris C. Gibson	04/01/25 – 08/31/26

There being no discussion, the motion carried 4-0 via the roll call method as follows:

D. Dwayne Tuggle		Andra Higginbotham	Absent
Janice N. Wheaton	Aye	Michael Driskill	Aye
Jared S. Martin	Aye	Kenneth Watts	Aye

Mayor Tuggle opened the floor to citizen comments.

Phillip Komorski, Town resident, came forward in support of the tree planting project at Old Mill Park by James River Association to limit erosion in the park and suggested that the species of trees be limited to fruit and nut bearing.

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

After comments made by Mr. Watts and Mr. Driskill on parking regulations in the Town, Town Manager McGuffin requested instructions on whether to schedule a public hearing on the matter.

After discussion, Mr. Watts made a motion, seconded by Mr. Martin to set a public hearing at its meeting on April 9, 2025, on an amendment to Article III of Chapter 20 regarding parking regulation setting time limits in Town, as recommended by staff.

After discussion, the motion carried 4-0 via the roll call method as follows:

D. Dwayne Tuggle		Andra Higginbotham	Absent
Janice N. Wheaton	Aye	Michael Driskill	Aye
Jared S. Martin	Aye	Kenneth Watts	Aye

There being no further business, on motion of Mr. Watts and seconded by Ms. Wheaton at 7:42 PM, the meeting adjourned until April 9, 2025, at 7:00 p.m.

The motion carried 4-0 as follows:

D. Dwayne Tuggle		Andra Higginbotham	Absent
Janice N. Wheaton	Aye	Michael Driskill	Aye
Jared S. Martin	Aye	Kenneth S. Watts	Aye

---

D. Dwayne Tuggle, Mayor

ATTEST: \_\_\_\_\_  
Clerk of Council



**MOTION: Michael Driskill**  
**SECOND: Jared Martin**

**Regular Meeting**  
**March 12, 2025**  
**Ord. No. 031225**

### **ORDINANCE OF THE TOWN OF AMHERST**

#### **AN ORDINANCE AMENDING THE TOWN OF AMHERST CODE OF ORDINANCES TO ADD PROVISIONS TO CHAPTER 22 – 22 BUILDINGS WITHIN 200 FEET OF PUBLIC SANITARY SEWER MUST BE CONNECTED THERETO, TO INCLUDE AUTHORIZATION FOR TOWN MANAGER TO APPROVE REQUESTS BY PROPERTY OWNERS SEEKING A WAIVER TO THIS REQUIREMENT**

**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**, the Town Council wishes to add a new provision to include authorization for Town Manager to approve requests by property owners that seek a waiver of the building 200 foot public sanitary sewer connection requirement; 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 Chapter 22-22 of Town of Amherst Town Code is amended and reenacted as follows:

**NOW THEREFORE, BE IT ORDAINED THAT THE AMHERST TOWN COUNCIL**

**Sec. 22-22. Buildings within 200 feet of public sanitary sewer must be connected thereto.**

Every building which abuts a street or right-of-way in which there is a public sanitary sewer, or within 200 feet of a public sanitary sewer, shall be connected to the sewer by the owner of the premises, or his agent, in the most direct manner possible, unless granted a waiver by the



Town Manager based upon distance or complexity to connect. Every new building not connected to a public sanitary sewer shall be connected to a sewage disposal system approved by the state department of health and the state department of environmental quality.

This ordinance was adopted on March 12, 2025.

This ordinance shall become effective on the \_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
D. Dwayne Tuggle, Mayor

ATTEST:

\_\_\_\_\_  
Clerk of the Council

Draft

Range of Checking Accts: First to Last Range of Check Dates: 03/01/25 to 03/31/25  
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 Contract	Ref Num
PO #	Item	Description					Ref Seq Acct
GENERAL FIRST NATION MAIN CHECKING							
6587	03/06/25	CENTR005 CENTRAL TECHNOLOGY SOLUTIONS					353
V5-00581	1	03/01-03/31	633.15	100-4-43200-5230 TELECOMMUNICATION	Expenditure		3 1
6588	03/06/25	FORTI005 FORTILINE, INC.					353
V5-00580	1	DISTRIBUTION AND COLLECTION	349.32	501-4-45000-6007 REPAIR & MAINT. SUPPLIES	Expenditure		1 1
V5-00580	2	DISTRIBUTION AND COLLECTION	248.75	502-4-45000-6007 REPAIR & MAINT. SUPPLIES	Expenditure		2 1
			<u>598.07</u>				
6589	03/06/25	HILLH005 HILL HARDWARE CORPORATION					353
V5-00590	1	FEBRUARY STATEMENT	478.74	100-4-43200-6007 REPAIR & MAINT. SUPPLIES	Expenditure		9 1
V5-00590	2	FEBRUARY STATEMENT	2.78	502-4-45000-6007 REPAIR & MAINT. SUPPLIES	Expenditure		10 1
V5-00590	3	FEBRUARY STATEMENT	15.98	501-4-44000-6007 REPAIR & MAINT. SUPPLIES	Expenditure		11 1
V5-00590	4	FEBRUARY STATEMENT	5.49	100-4-31100-6009 VEHICLE/POWER EQUIPMENT SUPPLIES	Expenditure		12 1
			<u>502.99</u>				
6590	03/06/25	PACEA005 PACE ANALYTICAL SERVICES, INC.					353
V5-00583	1	2530590227	223.20	502-4-44000-3140 TESTING SERVICES	Expenditure		4 1
V5-00584	1	2530590519	223.20	502-4-44000-3140 TESTING SERVICES	Expenditure		5 1
			<u>446.40</u>				
6591	03/06/25	UNIVE010 UNIVERSITY OF VIRGINIA					353
V5-00588	1	VLGMA WINTER CONFERENCE	400.00	100-4-12110-5501 TRAVEL-MILAGE/HOTEL/CONFERENCE	Expenditure		7 1
6592	03/06/25	VARUR005 VA RURAL WATER ASSOCIATION					353
V5-00589	1	VRWA CONFERENCE	560.00	100-4-43200-5501 TRAVEL-MILEAGE/CONFERENCE/HOTEL	Expenditure		8 1
6593	03/06/25	VERIZ005 VERIZON					353
V5-00587	1	02/25-03/24	39.99	100-4-43200-5230 TELECOMMUNICATION	Expenditure		6 1
6594	03/14/25	APPAL005 APPALACHIAN POWER					355
V5-00591	1	STREET LIGHTS TO 02282025	2,599.04	100-4-41320-5100 STREETLIGHTS	Expenditure		1 1
6595	03/14/25	COLUM005 COLUMN SOFTWARE PBC					355
V5-00614	1	NOTICES	465.31	100-4-12420-3600 ADVERTISING	Expenditure		17 1

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num	Ref Seq	Num Acct
PO #	Item	Description							
GENERAL FIRST NATION MAIN CHECKING			Continued						
6595	COLUMN	SOFTWARE PBC							
V5-00614	2	NOTICES	86.10	100-4-12420-3600	Expenditure		18		1
				ADVERTISING					
V5-00614	3	NOTICES	86.10	100-4-81100-3600	Expenditure		19		1
				ADVERTISING					
			<u>637.51</u>						
6596	03/14/25	FLEXS005 FLEX STAGE							355
V5-00602	1	STAGE RENTAL	200.00	100-4-31100-5700	Expenditure		10		1
				EVENTS					
6597	03/14/25	FORTI005 FORTILINE, INC.							355
V5-00604	1	COLLECTION INVENTORY	622.65	502-4-45000-6007	Expenditure		11		1
				REPAIR & MAINT. SUPPLIES					
6598	03/14/25	MANSF005 MANSFIELD OIL COMPANY							355
V5-00613	1	02/16-02/28	198.86	100-4-43200-6008	Expenditure		14		1
				FUEL					
V5-00613	2	02/16-02/28	625.84	100-4-31100-6008	Expenditure		15		1
				FUEL					
V5-00613	3	02/16-02/28	60.77	502-4-44000-6008	Expenditure		16		1
				FUEL/OIL					
			<u>885.47</u>						
6599	03/14/25	PACEA005 PACE ANALYTICAL SERVICES, INC.							355
V5-00592	1	2530591686	223.20	502-4-44000-3140	Expenditure		2		1
				TESTING SERVICES					
V5-00593	1	2530588865	223.20	502-4-44000-3140	Expenditure		3		1
				TESTING SERVICES					
V5-00594	1	2530591137	223.20	502-4-44000-3140	Expenditure		4		1
				TESTING SERVICES					
V5-00595	1	2530592582	223.20	502-4-44000-3140	Expenditure		5		1
				TESTING SERVICES					
V5-00596	1	2530592563	223.20	502-4-44000-3140	Expenditure		6		1
				TESTING SERVICES					
V5-00600	1	2530592223	223.20	502-4-44000-3140	Expenditure		8		1
				TESTING SERVICES					
V5-00601	1	2530591683	223.20	502-4-44000-3140	Expenditure		9		1
				TESTING SERVICES					
			<u>1,562.40</u>						
6600	03/14/25	SANDS005 SANDS ANDERSON PC							355
V5-00608	1	SERVICES THROUGH 02282025	9,311.00	100-4-12210-3150	Expenditure		12		1
				TOWN ATTORNEY					
6601	03/14/25	SOUTH015 SOUTHERN COPIER							355
V5-00597	1	COLOR COPIES	41.65	100-4-31100-6001	Expenditure		7		1
				OFFICE SUPPLIES					
6602	03/14/25	VERIZ005 VERIZON							355
V5-00610	1	03012025	200.09	502-4-44000-5230	Expenditure		13		1
				TELECOMMUNICATIONS					

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num	Ref Seq	Num Acct
GENERAL		FIRST NATION MAIN CHECKING		Continued					
6603	03/20/25	ALLAM005 ALL AMERICAN GLASSWORX, LLC							357
V5-00623	1	WINDOW TH DEPOSIT	768.22	100-4-43200-6007	Expenditure		11		1
				REPAIR & MAINT. SUPPLIES					
6604	03/20/25	APPLI005 APPLIED CONCEPTS							357
V5-00617	1	RLR LIDAR	2,650.00	100-4-31100-6010	Expenditure		3		1
				POLICE SUPPLIES					
6605	03/20/25	BBTBA005 TRUIST BANK							357
V5-00635	1	WALMART TM - RETIREMENT PARTY	22.03	100-4-12110-5000	Expenditure		22		1
				CONTINGENCY REQUIREMENT					
V5-00635	2	WASABI TM	24.24	100-4-12510-3150	Expenditure		23		1
				I.T. SERVICES					
V5-00635	3	WALMART VH - COUNCIL DINNER	48.64	100-4-12110-5000	Expenditure		24		1
				CONTINGENCY REQUIREMENT					
V5-00635	4	ZOOM - VH	50.40	100-4-12510-3150	Expenditure		25		1
				I.T. SERVICES					
V5-00635	5	FISHERS - DR	5.77	100-4-31100-6009	Expenditure		26		1
				VEHICLE/POWER EQUIPMENT SUPPLIES					
V5-00635	6	USPS RW	7.44	100-4-31100-5210	Expenditure		27		1
				POSTAGE					
V5-00635	7	USPS SM	106.02	100-4-12110-5210	Expenditure		28		1
				POSTAGE					
V5-00635	8	WM SM	11.94	100-4-12420-6001	Expenditure		29		1
				OFFICE SUPPLIES					
V5-00635	9	OMNI SM	310.90	100-4-12110-5501	Expenditure		30		1
				TRAVEL-MILAGE/HOTEL/CONFERENCE					
V5-00635	10	VA DPOR SM	80.00	100-4-12110-5810	Expenditure		31		1
				DUES & MEMBERSHIPS					
V5-00635	11	ADOBE SM	12.99	100-4-12510-6002	Expenditure		32		1
				I.T. SUPPLIES					
V5-00635	12	VADPOR GW	240.00	501-4-44000-5810	Expenditure		33		1
				DUES & MEMBERSHIPS					
V5-00635	13	AWWA GW	206.50	501-4-44000-5810	Expenditure		34		1
				DUES & MEMBERSHIPS					
V5-00635	14	AWWA GW	206.50	502-4-44000-5810	Expenditure		35		1
				DUES & MEMBERSHIPS					
V5-00635	15	FOODLION GW	43.97	502-4-44000-6004	Expenditure		36		1
				LAB SUPPLIES					
V5-00635	16	MARATHON BS	24.21	100-4-43200-6008	Expenditure		37		1
				FUEL					
V5-00635	17	WALMART BS	71.17	100-4-43200-6007	Expenditure		38		1
				REPAIR & MAINT. SUPPLIES					
V5-00635	18	VT CALS BS	60.00	100-4-43200-5501	Expenditure		39		1
				TRAVEL-MILEAGE/CONFERENCE/HOTEL					
V5-00635	19	STARLINK BS	788.70	100-4-12510-8001	Expenditure		40		1
				I.T. EQUIPMENT					
V5-00635	20	VADPOR BS	160.00	100-4-43200-5810	Expenditure		41		1
				DUES & MEMBERSHIP					
V5-00635	21	APPLE AUTO BS	426.00	100-4-43200-6009	Expenditure		42		1
				VEHICLE/POWER EQUIPMENT SUPPLIES					

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num	Ref Seq	Num Acct
PO #	Item	Description							
GENERAL FIRST NATION MAIN CHECKING Continued									
6605	TRUIST BANK	Continued							
V5-00635	22	STARLINK	140.00	100-4-43200-5230	Expenditure		43		1
				TELECOMMUNICATION					
			<u>3,047.42</u>						
6606	03/20/25	CAMPB005 CAMPBELL'S REPAIR							357
V5-00633	1	ZERO TURN TUNE UP	147.98	100-4-43200-6009	Expenditure		20		1
				VEHICLE/POWER EQUIPMENT SUPPLIES					
6607	03/20/25	CONSO005 CONSOLIDATED PIPE & SUPPLY							357
V5-00618	1	METERS	1,320.00	501-4-45000-6007	Expenditure		4		1
				REPAIR & MAINT. SUPPLIES					
6608	03/20/25	DISCO005 DISCOUNT PORTABLE RESTROOMS							357
V5-00619	1	PARK RESTROOM	100.00	100-4-43200-6007	Expenditure		5		1
				REPAIR & MAINT. SUPPLIES					
6609	03/20/25	FORTI005 FORTILINE, INC.							357
V5-00627	1	RIVER PUMP STA PUMP WASH	75.10	501-4-44000-6007	Expenditure		16		1
				REPAIR & MAINT. SUPPLIES					
6610	03/20/25	GFLN005 GFL ENVIRONMENTAL							357
V5-00625	1	03/01-03/31/2025	1,541.08	514-4-43200-3170	Expenditure		13		1
				COLLECTION OUT OF TOWN					
V5-00625	2	03/01-03/31/2025	11,092.00	514-4-43200-3160	Expenditure		14		1
				COLLECTION IN-TOWN					
			<u>12,633.08</u>						
6611	03/20/25	GREGO005 GREGORYS GENERAL AUTO REPAIR							357
V5-00631	1	OIL CHANGE 2021 EXPLORER	84.50	100-4-31100-6009	Expenditure		19		1
				VEHICLE/POWER EQUIPMENT SUPPLIES					
V5-00634	1	22 TAHO OIL CHANGE	78.50	100-4-31100-6009	Expenditure		21		1
				VEHICLE/POWER EQUIPMENT SUPPLIES					
			<u>163.00</u>						
6612	03/20/25	HICKE005 HICKEY PLUMBING AIR & ELEC							357
V5-00616	1	PD TUNE UP	550.00	100-4-31100-3310	Expenditure		2		1
				REPAIR & MAINT. SVCS					
6613	03/20/25	MANSF005 MANSFIELD OIL COMPANY							357
V5-00622	1	03/01-03/15/2025	277.30	100-4-43200-6008	Expenditure		8		1
				FUEL					
V5-00622	2	03/01-03/15/2025	745.55	100-4-31100-6008	Expenditure		9		1
				FUEL					
V5-00622	3	03/01-03/15/2025	98.37	502-4-44000-6008	Expenditure		10		1
				FUEL/OIL					
			<u>1,121.22</u>						
6614	03/20/25	MELVI005 MELVIN T. MORGAN ROOFING							357
V5-00630	1	ROOF REPAIR	1,858.47	100-4-43200-6007	Expenditure		18		1
				REPAIR & MAINT. SUPPLIES					

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num
PO #	Item	Description					Ref Seq Acct
GENERAL FIRST NATION MAIN CHECKING			Continued				
6615	03/20/25	ORKIN005 ORKIN					357
V5-00621	1	TEMRITE CONTROL	3,468.00	100-4-43200-6007	Expenditure		7 1
				REPAIR & MAINT. SUPPLIES			
6616	03/20/25	PACEA005 PACE ANALYTICAL SERVICES, INC.					357
V5-00629	1	2530593449	223.20	501-4-44000-3140	Expenditure		17 1
				TESTING SERVICES			
6617	03/20/25	SUPL005 THE SUPPLY ROOM					357
V5-00620	1	PRINTER INK	290.32	100-4-43200-6001	Expenditure		6 1
				OFFICE SUPPLIES			
V5-00626	1	VICKI ORDER	39.98	100-4-12420-6001	Expenditure		15 1
				OFFICE SUPPLIES			
			<u>330.30</u>				
6618	03/20/25	TENCA005 TENCARVA MACHINERY CO.					357
V5-00624	1	WWTP RAW PUMP REPLACEMENT	6,258.10	502-4-44000-6007	Expenditure		12 1
				REPAIR & MAINT. SUPPLIES-RUT. CRK.			
6619	03/20/25	VAMUN005 VA MUNICIPAL LEAGUE					357
V5-00615	1	DWAYNE LEG DAY	150.00	100-4-11010-5501	Expenditure		1 1
				TRAVEL-MILAGE/HOTELS/CONFERENCE			
6620	03/27/25	AMERI005 AMERICAN FIDELITY ASSURANCE CO					359
25-00043	1	MAR 25 DEDUCTION CHECKS	151.12	100-2-21500-0000	G/L		1 1
				AMERICAN FIDELITY DISABILITY W/HOLDING			
25-00043	2	MAR 25 DEDUCTION CHECKS	24.22	100-2-21600-0000	G/L		2 1
				CANCER W/HOLDING			
25-00043	3	MAR 25 DEDUCTION CHECKS	151.18	100-2-21950-0000	G/L		3 1
				AMERICAN FIDELITY LIFE W/HOLDING			
25-00043	4	MAR 25 DEDUCTION CHECKS	57.84	501-2-21500-0000	G/L		4 1
				AMERICAN FIDELITY DISABILITY W/HOLDING			
25-00043	5	MAR 25 DEDUCTION CHECKS	30.42	501-2-21600-0000	G/L		5 1
				CANCER W/HOLDING			
25-00043	6	MAR 25 DEDUCTION CHECKS	57.84	502-2-21500-0000	G/L		6 1
				AMERICAN DISABILITY W/HOLDING			
25-00043	7	MAR 25 DEDUCTION CHECKS	30.42	502-2-21600-0000	G/L		7 1
				CANCER W/HOLDING			
25-00043	8	MAR 25 DEDUCTION CHECKS	65.72	502-2-21950-0000	G/L		8 1
				AMERICAN FIDELITY LIFE W/HOLDING			
			<u>568.76</u>				
6621	03/27/25	APPAL005 APPALACHIAN POWER					359
V5-00642	1	ELEC TO 03152025	1,531.46	100-4-43200-5100	Expenditure		15 1
				ELECTRIC			
V5-00642	2	ELEC TO 03152025	7,567.74	501-4-44000-5100	Expenditure		16 1
				ELECTRICAL SVCS			
V5-00642	3	ELEC TO 03152025	8,091.51	502-4-44000-5100	Expenditure		17 1
				ELECTRICAL SVCS-RUT CRK			
V5-00642	4	ELEC TO 03152025	230.95	502-4-44000-5130	Expenditure		18 1
				ELECTRICAL SVCS-PUMP STATION			

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num	Ref Seq	Acct
PO #	Item	Description							
GENERAL FIRST NATION MAIN CHECKING Continued									
6621 APPALACHIAN POWER Continued									
V5-00642	5	ELEC TO 03152025	43.86	100-4-41320-5100	Expenditure		19		1
				STREETLIGHTS					
V5-00642	6	ELEC TO 03152025	29.24	701-4-81500-5100	Expenditure		20		1
				ELECTRICAL SERV.					
			<u>17,494.76</u>						
6622	03/27/25	AQUAL005 AQUALAW PLC							359
V5-00638	1	DEQ	5,699.50	501-4-44000-3150	Expenditure		11		1
				PROFESSIONAL SVCS					
6623	03/27/25	COLUM005 COLUMN SOFTWARE PBC							359
V5-00641	1	PARKING/REZONING	161.34	100-4-81100-3600	Expenditure		14		1
				ADVERTISING					
6624	03/27/25	ENVIR005 ENVIRONMENTAL RESOURCES ASSOC.							359
V5-00645	1	PH TEST PROF	666.21	502-4-44000-6004	Expenditure		23		1
				LAB SUPPLIES					
6625	03/27/25	HIGHP005 HIGH PEAK SPORTSWEAR, INC.							359
V5-00647	1	MAINTENANCE SHIRTS/HATS	338.50	100-4-43200-6011	Expenditure		25		1
				UNIFORMS					
V5-00647	2	MAINTENANCE SHIRTS/HATS	197.70	100-4-43200-6011	Expenditure		26		1
				UNIFORMS					
			<u>536.20</u>						
6626	03/27/25	LOWES005 LOWE'S BUSINESS ACCOUNT							359
V5-00643	1	FEB STATEMENT	368.59	100-4-43200-6007	Expenditure		21		1
				REPAIR & MAINT. SUPPLIES					
6627	03/27/25	MINNE005 MINNESOTA LIFE							359
25-00044	1	MAR 25 DEDUCTION CHECKS	0.44	501-2-21550-0000	G/L		9		1
				OPT LIFE INS. W/HOLDING					
25-00044	2	MAR 25 DEDUCTION CHECKS	58.76	502-2-21550-0000	G/L		10		1
				OPT LIFE INS. W/HOLDING					
			<u>59.20</u>						
6628	03/27/25	PACEA005 PACE ANALYTICAL SERVICES, INC.							359
V5-00649	1	2530595025	223.20	502-4-44000-3140	Expenditure		27		1
				TESTING SERVICES					
V5-00650	1	2530595375	223.20	502-4-44000-3140	Expenditure		28		1
				TESTING SERVICES					
V5-00651	1	2530595832	223.20	502-4-44000-3140	Expenditure		29		1
				TESTING SERVICES					
V5-00652	1	2530594243	223.20	502-4-44000-3140	Expenditure		30		1
				TESTING SERVICES					
V5-00653	1	2530594171	223.20	502-4-44000-3140	Expenditure		31		1
				TESTING SERVICES					
			<u>1,116.00</u>						

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num	Ref Seq	Acct
PO #	Item	Description							
GENERAL FIRST NATION MAIN CHECKING			Continued						
6629	03/27/25	POSTM005 POSTMASTER, AMHERST							359
V5-00640	1	MARCH UTILITY MAIL	340.82	501-4-12420-5210	Expenditure		12		1
				POSTAGE					
V5-00640	2	MARCH UTILITY MAIL	340.81	502-4-12420-5210	Expenditure		13		1
				POSTAGE					
			<u>681.63</u>						
6630	03/27/25	SUPPL005 THE SUPPLY ROOM							359
V5-00646	1	BUDDYS CHAIR	299.00	100-4-43200-6007	Expenditure		24		1
				REPAIR & MAINT. SUPPLIES					
6631	03/27/25	TMOBI005 T-MOBILE							359
V5-00644	1	02/15-03/14	147.84	100-4-43200-5230	Expenditure		22		1
				TELECOMMUNICATION					
Checking Account Totals			<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>			
		Checks:	45	0	81,903.53	0.00			
		Direct Deposit:	0	0	0.00	0.00			
		Total:	45	0	81,903.53	0.00			
GENERAL-ACH VENDOR ACH PAYMENTS									
164	03/06/25	ANTWO005 BENCHMARK SYSTEMS, INC.			Direct Deposit				352
V5-00586	1	PROCARE 02262025	438.75	100-4-12510-3150	Expenditure		1		1
				I.T. SERVICES					
165	03/06/25	VUPS0005 VA UTILITY PROTECTION SERVICE			Direct Deposit				352
V5-00582	1	FEBRUARY 811	49.45	501-4-45000-5130	Expenditure		2		1
				MISS UTILITY					
166	03/14/25	COMMU005 COMMUNITY MAPS			Direct Deposit				354
V5-00607	1	HEADER FOR MAP	250.00	100-4-12110-5000	Expenditure		9		1
				CONTINGENCY REQUIREMENT					
167	03/14/25	EDMUN005 EDMUNDS & ASSOCIATES, INC.			Direct Deposit				354
V5-00611	1	RECEIPT PRINTER AND SUPPLIES	1,335.00	100-4-12420-6001	Expenditure		6		1
				OFFICE SUPPLIES					
168	03/14/25	FISHE005 FISHER AUTO PARTS, INC			Direct Deposit				354
V5-00612	1	FEB STATEMENT	36.65	100-4-43200-6009	Expenditure		1		1
				VEHICLE/POWER EQUIPMENT SUPPLIES					
V5-00612	2	FEB STATEMENT	53.76	502-4-44000-6007	Expenditure		2		1
				REPAIR & MAINT. SUPPLIES-RUT. CRK.					
V5-00612	3	FEB STATEMENT	2.08	100-4-43200-6009	Expenditure		3		1
				VEHICLE/POWER EQUIPMENT SUPPLIES					
V5-00612	4	FEB STATEMENT	32.98	502-4-44000-6007	Expenditure		4		1
				REPAIR & MAINT. SUPPLIES-RUT. CRK.					
V5-00612	5	FEB	11.98	501-4-45000-6007	Expenditure		5		1
				REPAIR & MAINT. SUPPLIES					
			<u>137.45</u>						



Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num	Ref Seq	Num Acct
PO #	Item	Description							
GENERAL-ACH VENDOR ACH PAYMENTS			Continued						
169	03/14/25	GRAIN005 GRAINGER		Direct Deposit					354
V5-00606	1	RIVER INTAKE SIGNS	198.53	501-4-44000-6007	Expenditure		10		1
				REPAIR & MAINT. SUPPLIES					
170	03/14/25	UNIVA005 UNIVAR		Direct Deposit					354
V5-00598	1	WATER TREATMENT CHEMICAL	4,360.50	501-4-44000-6051	Expenditure		14		1
				CHEMICALS					
V5-00599	1	WATER TREATMENT CHEMICAL	6,328.66	501-4-44000-6051	Expenditure		13		1
				CHEMICALS					
			<u>10,689.16</u>						
171	03/14/25	USABL005 USA BLUE BOOK		Direct Deposit					354
V5-00605	1	LAB REAGENT	250.38	501-4-44000-6004	Expenditure		11		1
				LAB SUPPLIES					
172	03/14/25	WITME005 WITMER PUBLIC SAFETY GROUP		Direct Deposit					354
V5-00603	1	CUTLIP	179.15	100-4-31100-6011	Expenditure		12		1
				UNIFORMS					
173	03/14/25	WWASS005 WW ASSOCIATES		Direct Deposit					354
V5-00609	1	RETAINER	250.00	501-4-44000-3150	Expenditure		7		1
				PROFESSIONAL SVCS					
V5-00609	2	RETAINER	250.00	502-4-44000-3150	Expenditure		8		1
				PROFESSIONAL SVCS					
			<u>500.00</u>						
174	03/20/25	UNIVA005 UNIVAR		Direct Deposit					356
V5-00628	1	WTP CHEMICAL	726.75	501-4-44000-6051	Expenditure		1		1
				CHEMICALS					
175	03/20/25	WITME005 WITMER PUBLIC SAFETY GROUP		Direct Deposit					356
V5-00632	1	SHIRT CUTLIP	123.50	100-4-31100-6011	Expenditure		2		1
				UNIFORMS					
176	03/27/25	ANTWO005 BENCHMARK SYSTEMS, INC.		Direct Deposit					358
V5-00636	1	COMPUTER FOR MAINTENANCE- DEP	673.50	100-4-12510-8001	Expenditure		1		1
				I.T. EQUIPMENT					
177	03/27/25	CIVIC005 CIVICPLUS, LLC.		Direct Deposit					358
V5-00639	1	4/22-4/21/2026 MUNI	405.17	100-4-12110-3150	Expenditure		3		1
				PROFESSIONAL SVCS					
178	03/27/25	GRAIN005 GRAINGER		Direct Deposit					358
V5-00637	1	SUPPLIES	2,277.55	502-4-44000-6007	Expenditure		2		1
				REPAIR & MAINT. SUPPLIES-RUT. CRK.					
179	03/27/25	SHERW005 SHERWOOD-LOGAN & ASSOCIATES		Direct Deposit					358
V5-00648	1	WTP CHEM FEED PUMP PARTS	336.00	501-4-44000-6007	Expenditure		4		1
				REPAIR & MAINT. SUPPLIES					

Check #	Check Date	Vendor				Reconciled/Void	Ref Num
PO #	Item	Description	Amount Paid	Charge Account	Account Type	Contract	Ref Seq Acct
GENERAL-ACH VENDOR ACH PAYMENTS							
Continued							
Checking Account Totals			<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount</u>	<u>Void</u>
	Checks:		0	0	0.00		0.00
	Direct Deposit:		16	0	18,570.34		0.00
	Total:		16	0	18,570.34		0.00
Report Totals							
	Checks:		45	0	81,903.53		0.00
	Direct Deposit:		16	0	18,570.34		0.00
	Total:		61	0	100,473.87		0.00

Totals by Year-Fund					
Fund Description	Fund	Expend Total	Revenue Total	G/L Total	Total
GENERAL FUND	5-100	35,822.63	0.00	326.52	36,149.15
WATER FUND	5-501	28,550.41	0.00	88.70	28,639.11
SEWER FUND	5-502	22,810.55	0.00	212.74	23,023.29
GARBAGE FUND	5-514	12,633.08	0.00	0.00	12,633.08
IDA FUND	5-701	29.24	0.00	0.00	29.24
Total of All Funds:		<u>99,845.91</u>	<u>0.00</u>	<u>627.96</u>	<u>100,473.87</u>

Totals by Fund					
Fund Description	Fund	Expend Total	Revenue Total	G/L Total	Total
GENERAL FUND	100	35,822.63	0.00	326.52	36,149.15
WATER FUND	501	28,550.41	0.00	88.70	28,639.11
SEWER FUND	502	22,810.55	0.00	212.74	23,023.29
GARBAGE FUND	514	12,633.08	0.00	0.00	12,633.08
IDA FUND	701	29.24	0.00	0.00	29.24
Total of All Funds:		<u>99,845.91</u>	<u>0.00</u>	<u>627.96</u>	<u>100,473.87</u>

Fund Description	Fund	Current	Prior Rcvd	Prior Open	Paid Prior	Fund Total
GENERAL FUND	5-100	35,822.63	0.00	0.00	0.00	35,822.63
WATER FUND	5-501	28,550.41	0.00	0.00	0.00	28,550.41
SEWER FUND	5-502	22,810.55	0.00	0.00	0.00	22,810.55
GARBAGE FUND	5-514	12,633.08	0.00	0.00	0.00	12,633.08
IDA FUND	5-701	29.24	0.00	0.00	0.00	29.24
Total of All Funds:		<u>99,845.91</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>99,845.91</u>

Town Manager Report to Council  
March, 2025

Projects

- Sunset Drive waterline: Work is beginning again in April, and the project is expected to end before the end of the calendar year. The construction crews are starting by doing grading, planting, and fence replacements where the line has been placed so far. This should help alleviate some of the concerns that citizens have had regarding the state of the area where crews have put in lines so far.
- Meter Project: Meters are currently approximately 80% installed. Staff is working with the contractor to have the remaining meters installed and antennas installed as well. Staff is able to monitor usage on the meters that have been installed so far, and have found it useful to be able to see where high usage from leaks is occurring.
- Water Withdrawal Permit: Staff has worked with Mr. White to turn in our next required submission to DEQ. We are awaiting a response from DEQ to see what the next proposed permit will be.
- Ruth Martineau, of Community Maps, has created a Town map highlighting local businesses in the Town. These are available at several local stores, as well as at Town Hall.
- Staff has been working to perform our annual update of the Lead Service Line Inventory. Staff has now been able to get line information for all but 15 lines in Town, and they continue to work to make contact with residents at those homes to obtain the information. At this time, there are no known lead service line locations on our system and only one galvanized line that will require replacement.
- The first meeting for the Regional Water Supply planning process was held this month. The first order of business for the group is to determine what entity or organization will coordinate the work of the group. In the last cycle, this work was done with the assistance of the regional PDC.

On-going activities

- The draft budget is included in this month's packet for public hearing and the adoption is anticipated in May.
- The Planning Commission is continuing its work on the Sign Ordinance revision. A public hearing has been set for May for the Planning Commission to take comments on the draft ordinance.

- Maintenance has been working with the Garden Club and a team of volunteers to get the flower boxes along Main Street stained. Volunteers from a local church will be on site on April 12 to complete this work.
- The Mountain Biking Club has begun their trail work in Brockman Park, with 14 volunteers showing up last Monday to begin to construct trails there. We are excited to see what they do!

## Upcoming Council Meetings

### Worksessions:

- Business Friendliness
- Joint meeting with EDA
- Noise Ordinance
- Waste contract

### Regular Meeting Topics:

- Adoption of FY 26 Budget
- Budget amendment for FY 25 Budget
- Appointments/Reappointments
- Policy review and updates.
- Comprehensive Plan update
- Refinement of uses and standards for businesses in the Central Business District
- Redone Sign Ordinance
- Consideration of a revised Noise Ordinance



**March**

**\*\*ADD MONTH/YEAR\*\* MONTHLY REPORT**

CALLS FOR SERVICE	NUMBER
MOTORIST ASSIST	12
ALARM	7
PHONE COMPLAINT	124
BOLO	10
MISSING PERSON / RUNAWAY	
LARCENY	2
PROBLEM WITH OTHERS	4
DOMESTIC VIOLENCE	
CHECK WELFARE	10
NOISE OR ANIMAL COMP.	3
TRAFFIC CRASH	3
FIRE / EMS CALLS	5
DEATH INVESTIGATION	
SUSPICIOUS PERSON	2
OTHER	21
CALLS AT AMBRIAR	1

OFFICER INITIATED	NUMBER
BUILDING CHECKS	37
BUSINESS VISIT	125
BUILDING SEARCH	1
PROPERTY WALK AROUNDS	20
EXTRA PATROLS / PARKS	124
SEARCH WARRANT	
TRAFFIC SUMMONS	28
WARRANT SERVICE	4
WARRANTS OBTAINED	1
PARKING TICKETS	
MISD. INVESTIGATION	1
FELONY INVESTIGATION	1
NARCOTICS INVESTIGATION	
TOWN INITIATED K9 DEPLOYMENT	
IN TOWN COMMUNITY POLICING	2
CITIZEN CONTACT	305

TRAFFIC WARNINGS	NUMBER
SPEEDING	6
EQUIPMENT VIOLATION	
RECKLESS DRIVING	
SUSPENDED LICENSE	
INSPECTION / REGISTRATION	1
SEAT BELT / TEXTING	
ALL OTHER VIOLATIONS	4

TRAFFIC STOPS TICKETED	NUMBER
SPEEDING	17
EQUIPMENT VIOLATION	
RECKLESS DRIVING	2
SUSPENDED LICENSE	1
INSPECTION/REGISTRATION	5
SEAT BELT / TEXTING	
ALL OTHER VIOLATIONS	3

OTHER	NUMBER
ASSIST OTHER OFFICER	11
ASSIST OTHER AGENCY	12
COURT	4
REPORTS	4
CAREER DEVELOPMENT / IN-SERVICE	2
MEETINGS	1
TOWED / IMPOUNDED VEH	

ARREST	NUMBER
MISDEMEANOR	4
FELONY	
EPO / PPO	
ECO	
NARCOTICS VIOLATION	
DUI / DUID	
DRUNK IN PUBLIC	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.

Calls for Service: 204

**MONTH OF \*\*ADD MONTH\*\* ACTIVITIES:**

**AFTER HOURS CALLS**

**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:** April 2, 2025  
**Re:** March 2025 Monthly Report

---

## Utilities:

- March 2025 utility billing total was \$190,453.77. Please remember this month was an estimate read.
- There were five disconnects for March 2025.
- Seven 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.
- Our Automated Meter Reading project has resumed. We are almost complete. Crews are going around now drilling and installing the antennas. Hopefully full completion and system start-up will be within the next two months.
- 

## Accounts Payable:

- The total amount of checks cut for March bills, including payroll deductions was \$99,845.91.
- Please see attached report for full check listing.

## Meals and Beverage Tax:

- 15 Businesses paid \$48,213.828 in Meals and Beverage Tax for the month of January 2025.

## Revenue and Expense Report:

- The attached report shows revenue and expense totals through March 2025.

## Vehicle License Tax:

- Vehicle License Tax bills were mailed out on October 11, 2024. Payments were due by December 5<sup>th</sup>. If anyone does not receive a bill and knows they should, please call Town Hall and let us know. Citizens are responsible for payment regardless of receiving a bill in the mail. Late notices have already been mailed out. Collection process started in February. Since

February 10<sup>th</sup> we have received over \$1,700 in State Income Tax Liens. This is where I notify the State of an unpaid bill and when someone is entitled to a tax refund or lottery winning, we will receive the money requested before they receive their refund.

**Business Licenses Tax:**

- 2025 Business License applications have been mailed out. Applications and payments are due by May 1<sup>st</sup>, 2025. Even if taxes have not been filed, it is a good idea to pay what is believed to be owed rather than being penalized on the entire amount.

Revenue Account Range: First to zzz-z-zzzzzz-zzzz      **Year To Date As Of: 03/31/25**  
 Expend Account Range: First to zzz-z-zzzzzz-zzzz      **Current Period: 03/01/25 to 03/31/25**  
 Print Zero YTD Activity: No      **Prior Year: 03/01/24 to 03/31/24**

Include Non-Anticipated: Yes  
 Include Non-Budget: Yes

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	650.00	650.00	0
100-3-11030-0002	PERSONAL PROPERTY TAX-DELINQUENT	0.42	0.00	0.21	1.50	1.50	0
<b>11030 Total</b>		<b>0.42</b>	<b>0.00</b>	<b>0.21</b>	<b>651.50</b>	<b>651.50</b>	<b>0</b>
100-3-11060-0002	INTEREST ON DEL TAXES	27.54	0.00	30.50	265.59	265.59	0
100-3-12010-0001	LOCAL SALES & USE TAX	12,854.96	168,000.00	12,651.99	131,219.83	36,780.17-	78
100-3-12020-0001	CONSUMER UTILITY TAX-GAS, ELEC	2,289.16	25,000.00	0.00	15,244.49	9,755.51-	61
100-3-12020-0002	ELECTRIC CONSUMPTION TAX	1,636.02	15,000.00	0.00	8,113.44	6,886.56-	54
<b>12020 Total</b>		<b>3,925.18</b>	<b>40,000.00</b>	<b>0.00</b>	<b>23,357.93</b>	<b>16,642.07-</b>	<b>58</b>
100-3-12030-0006	BUSINESS LICENSE TAX	16,641.69	180,000.00	20,386.17	39,669.14	140,330.86-	22
100-3-12030-0007	BUSINESS LIC TAX-INTEREST & PEN	0.00	4,000.00	0.00	2,753.17	1,246.83-	69
<b>12030 Total</b>		<b>16,641.69</b>	<b>184,000.00</b>	<b>20,386.17</b>	<b>42,422.31</b>	<b>141,577.69-</b>	<b>23</b>
100-3-12050-0001	MOTOR VEHICLE LICENSES	1,097.00-	42,000.00	111.00-	41,328.00	672.00-	98
100-3-12050-0002	MOTOR VEHICLE LICENSES PENALTIES/INTE	57.81	500.00	86.45	561.04	61.04	112
<b>12050 Total</b>		<b>1,039.19-</b>	<b>42,500.00</b>	<b>24.55-</b>	<b>41,889.04</b>	<b>610.96-</b>	<b>98</b>
100-3-12060-0001	BANK STOCK FEE	31,783.00	65,000.00	0.00	0.00	65,000.00-	0
100-3-12080-0001	CIGARETTE TAX	6,000.00	30,000.00	0.00	33,000.00	3,000.00	110

**Town of Amherst**  
Statement of Revenue and Expenditures

Revenue Account	Description	Prior Yr Rev	Anticipated	Curr Rev	YTD Rev	Excess/Deficit	% Real
100-3-12100-0001	LODGING TAX	1,365.91	20,000.00	818.69	11,275.80	8,724.20-	56
100-3-12110-0001	MEALS TAX	61,370.42	760,000.00	58,617.55	554,846.56	205,153.44-	73
100-3-12110-0002	MEALS TAX-PEN & INTEREST	397.08	600.00	765.24	1,609.31	1,009.31	268
	<b>12110 Total</b>	<b>61,767.50</b>	<b>760,600.00</b>	<b>59,382.79</b>	<b>556,455.87</b>	<b>204,144.13-</b>	<b>73</b>
100-3-13030-0007	ZONING PERMITS	0.00	0.00	0.00	1,350.00	1,350.00	0
100-3-14010-0001	FINES & FORFEITURES	606.29	12,000.00	28.50	4,446.83	7,553.17-	37
100-3-15010-0001	INTEREST ON BANK DEPOSITS	14.63	60,000.00	0.00	28,026.04	31,973.96-	47
100-3-15010-0002	INTEREST ON INVESTMENTS	19,273.17	96,000.00	0.00	89,730.79	6,269.21-	93
100-3-15010-0003	VIP UNREALIZED GAIN/LOSS	770.24	20,000.00	0.00	16,249.41	3,750.59-	81
	<b>15010 Total</b>	<b>20,058.04</b>	<b>176,000.00</b>	<b>0.00</b>	<b>134,006.24</b>	<b>41,993.76-</b>	<b>76</b>
100-3-15020-0005	TOWER LEASE	0.00	10,859.16	904.93	8,144.37	2,714.79-	75
100-3-16030-0001	POLICE SECURITY	0.00	5,000.00	0.00	0.00	5,000.00-	0
100-3-16150-0003	SALE OF BANNERS	0.00	0.00	0.00	500.00	500.00	0
100-3-18030-0001	REFUNDS	280.00	5,544.00	785.66	4,587.04	956.96-	83
100-3-18030-0005	RETURNED CHECK FEE	0.00	500.00	250.00	1,050.00	550.00	210
100-3-18030-0006	ACCIDENT REPORTS	0.00	300.00	0.00	125.00	175.00-	42
100-3-18030-0007	MISC REV	1.05	0.00	1.00	14,691.48	14,691.48	0
100-3-18030-0008	COLLECTION FEE	311.94	2,000.00	1,209.35	2,002.14	2.14	100
	<b>18030 Total</b>	<b>592.99</b>	<b>8,344.00</b>	<b>2,246.01</b>	<b>22,455.66</b>	<b>14,111.66</b>	<b>269</b>

**Town of Amherst**  
Statement of Revenue and Expenditures

Revenue Account	Description	Prior Yr Rev	Anticipated	Curr Rev	YTD Rev	Excess/Deficit	% Real
100-3-18990-0003	DONATIONS-POLICE	0.00	0.00	0.00	2,006.00	2,006.00	0
100-3-18990-0005	SALE OF SALVAGE/SURPLUS PROPERTY	0.00	0.00	0.00	1,559.15	1,559.15	0
	<b>18990 Total</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3,565.15</b>	<b>3,565.15</b>	<b>0</b>
100-3-19020-0005	DMV STOP FEES	78.52	2,000.00	312.55	1,220.27	779.73-	61
100-3-22010-0007	ROLLING STOCK TAX	0.00	2,600.00	0.00	2,879.17	279.17	111
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	121.45	2,200.00	22.22	1,118.29	1,081.71-	51
100-3-22010-0030	COMMUNICATION TAX FROM STATE	5,626.80	66,000.00	5,565.46	44,174.14	21,825.86-	67
	<b>22010 Total</b>	<b>5,748.25</b>	<b>88,255.92</b>	<b>5,587.68</b>	<b>65,627.52</b>	<b>22,628.40-</b>	<b>74</b>
100-3-24010-0001	DCJS GRANTS	3,780.70	0.00	0.00	3,769.19	3,769.19	0
100-3-24010-0003	STATE POLICE AID	17,003.00	64,664.00	0.00	52,836.00	11,828.00-	82
	<b>24010 Total</b>	<b>20,783.70</b>	<b>64,664.00</b>	<b>0.00</b>	<b>56,605.19</b>	<b>8,058.81-</b>	<b>87</b>
100-3-24020-0001	FIRE PROGRAM GRANT	0.00	15,000.00	0.00	15,000.00	0.00	100
100-3-33010-0009	DCJS FEDERAL JUSTICE FUNDS	0.00	0.00	0.00	3,342.00	3,342.00	0
100-3-41020-0001	SALE OF LAND/VEHICLES/BUILDINGS	100.00	0.00	0.00	500.00	500.00	0
100-3-42000-0000	RESERVE	0.00	11,274.73	0.00	0.00	11,274.73-	0
	<b>GENERAL FUND Revenue Totals</b>	<b>181,294.80</b>	<b>1,703,497.81</b>	<b>102,325.47</b>	<b>1,157,301.10</b>	<b>546,196.71-</b>	<b>67</b>

Town of Amherst  
Statement of Revenue and Expenditures

Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
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	800.00	7,875.00	3,525.00	69
100-4-11010-2100	FICA	72.70	872.10	61.22	602.64	269.46	69
100-4-11010-5501	TRAVEL-MILAGE/HOTELS/CONFERENCE	185.33	6,000.00	150.00	3,078.31	2,921.69	51
	<b>11010 TOWN COUNCIL</b>	<b>1,208.03</b>	<b>18,272.10</b>	<b>1,011.22</b>	<b>11,555.95</b>	<b>6,716.15</b>	<b>63</b>
100-4-12110-0000	TOWN MANAGER	0.00	0.00	0.00	0.00	0.00	0
100-4-12110-1100	WAGES	5,376.14	45,449.80	4,451.56	44,931.86	517.94	99
100-4-12110-1300	PT WAGES	3,172.74	43,627.09	3,355.52	33,463.81	10,163.28	77
100-4-12110-2100	FICA	653.20	6,814.38	606.32	6,080.11	734.27	89
100-4-12110-2200	VRS	1,495.13	10,921.59	1,190.44	12,477.61	1,556.02-	114
100-4-12110-2300	HEALTH INSURANCE	709.53	6,390.38	725.53	6,530.01	139.63-	102
100-4-12110-2400	GROUP LIFE INSURANCE	91.79	536.31	57.60	520.12	16.19	97
100-4-12110-2500	STD/LONG-TERM DISABILITY	24.08	239.97	0.00	203.76	36.21	85
100-4-12110-2600	UNEMPLOYMENT INSURANCE	0.00	20.00	0.00	0.00	20.00	0
100-4-12110-2700	WORKER'S COMP	0.00	131.80	0.00	0.00	131.80	0
100-4-12110-3150	PROFESSIONAL SVCS	405.56-	4,000.00	405.17	8,058.00	4,058.00-	201
100-4-12110-3600	ADVERTISING	352.56	2,500.00	0.00	322.69	2,177.31	13
100-4-12110-5000	CONTINGENCY REQUIREMENT	3,999.23	51,000.00	320.67	12,989.55	38,010.45	25
100-4-12110-5210	POSTAGE	310.00-	400.00	106.02	573.32	173.32-	143
100-4-12110-5230	TELECOMMUNICATIONS	382.50	1,080.00	90.00	810.00	270.00	75
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	91.13	3,500.00	710.90	2,712.14	787.86	77
100-4-12110-5810	DUES & MEMBERSHIPS	0.00	2,500.00	80.00	730.29	1,769.71	29
	<b>12110 TOWN MANAGER</b>	<b>15,632.47</b>	<b>181,336.32</b>	<b>12,099.73</b>	<b>130,403.27</b>	<b>50,933.05</b>	<b>72</b>
100-4-12210-3150	TOWN ATTORNEY	2,140.00	28,274.75	9,311.00	39,641.27	11,366.52-	140

Town of Amherst  
Statement of Revenue and Expenditures

Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
100-4-12240-3150	INDEPENDENT AUDITOR	0.00	20,000.00	0.00	0.00	20,000.00	0
100-4-12420-0000	FINANCE DEPARTMENT	0.00	0.00	0.00	0.00	0.00	0
100-4-12420-1100	WAGES	4,118.94	54,869.29	4,370.22	43,680.08	11,189.21	80
100-4-12420-1300	PT WAGES	358.82	5,376.13	406.19	3,511.59	1,864.54	65
100-4-12420-2100	FICA	372.97	4,608.77	395.88	3,881.74	727.03	84
100-4-12420-2200	VRS	811.84	11,634.26	1,123.08	10,868.22	766.04	93
100-4-12420-2300	HEALTH INSURANCE	4,912.10-	10,819.12	1,399.43	13,319.94	2,500.82-	123
100-4-12420-2400	GROUP LIFE INSURANCE	68.15	647.46	63.68	573.99	73.47	89
100-4-12420-2500	HYBRID DISABILITY	4.40	55.76	0.00	37.20	18.56	67
100-4-12420-2600	UNEMPLOYMENT INSURANCE	0.00	32.00	0.00	45.35	13.35-	142
100-4-12420-2700	WORKER'S COMP	0.00	112.99	0.00	0.00	112.99	0
100-4-12420-3009	DMV STOPS	75.00	2,000.00	0.00	975.00	1,025.00	49
100-4-12420-3150	PROFESSIONAL SVCS	0.00	3,800.00	0.00	46.48	3,753.52	1
100-4-12420-3160	BANKING SERVICE CHARGES	838.94-	100.00	0.00	686.54	586.54-	687
100-4-12420-3170	VIP MANAGEMENT FEE	1,130.14	3,500.00	0.00	1,811.97	1,688.03	52
100-4-12420-3320	SERVICE CONTRACTS	0.00	4,600.00	0.00	4,474.93	125.07	97
100-4-12420-3600	ADVERTISING	0.00	200.00	551.41	726.37	526.37-	363
100-4-12420-5000	MISC EXP	850.00-	0.00	0.00	100.00	100.00-	0
100-4-12420-5210	POSTAGE	310.00	3,000.00	0.00	1,195.43	1,804.57	40
100-4-12420-5230	TELECOMMUNICATIONS	150.41-	1,080.00	90.00	810.00	270.00	75
100-4-12420-5400	TUITION REIMBURSEMENT	0.00	1,200.00	0.00	0.00	1,200.00	0
100-4-12420-5501	TRAVEL-MILEAGE/HOTEL/CONFERENCE	80.00	3,000.00	0.00	1,001.29	1,998.71	33
100-4-12420-5810	DUES & MEMBERSHIPS	310.00	520.00	0.00	285.00	235.00	55
100-4-12420-6001	OFFICE SUPPLIES	14.73	4,000.00	1,386.92	3,401.61	598.39	85
100-4-12510-0000	12420 FINANCE DEPARTMENT INFORMATION TECHNOLOGY	903.54	115,155.78	9,786.81	91,432.73	23,723.05	79
		0.00	0.00	0.00	0.00	0.00	0



**Town of Amherst**  
Statement of Revenue and Expenditures

Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
100-4-12510-3150	I.T. SERVICES	129.28	15,000.00	513.39	9,945.95	5,054.05	66
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	568.00	10,000.00	0.00	5,247.60	4,752.40	52
100-4-12510-5610	TECH CLUB DONATION	0.00	2,000.00	0.00	2,000.00	0.00	100
100-4-12510-6002	I.T. SUPPLIES	9,406.43	5,000.00	12.99	2,439.61	2,560.39	49
100-4-12510-8001	I.T. EQUIPMENT	9,419.42	5,000.00	1,462.20	2,781.20	2,218.80	56
	<b>12510 INFORMATION TECHNOLOGY</b>	<b>710.27</b>	<b>38,000.00</b>	<b>1,988.58</b>	<b>22,864.36</b>	<b>15,135.64</b>	<b>60</b>
100-4-31100-0000	POLICE DEPARTMENT	0.00	0.00	0.00	0.00	0.00	0
100-4-31100-1100	WAGES	40,012.01	489,307.91	29,830.69	295,405.82	193,902.09	60
100-4-31100-1200	OVERTIME	2,610.65	9,667.19	1,134.54	7,894.54	1,772.65	82
100-4-31100-1300	PT WAGES	1,876.30	30,000.00	1,638.40	14,604.86	15,395.14	49
100-4-31100-1400	OTHER PAY/HOLIDAY	0.00	15,798.25	0.00	9,038.98	6,759.27	57
100-4-31100-1500	SECURITY WAGES	0.00	5,000.00	0.00	0.00	5,000.00	0
100-4-31100-2100	FICA	3,624.70	41,676.89	2,356.42	24,405.93	17,270.96	59
100-4-31100-2200	VRS	6,164.81	101,323.94	6,487.50	58,328.71	42,995.23	58
100-4-31100-2300	HEALTH INSURANCE	5,876.77	83,575.80	5,115.08	47,775.55	35,800.25	57
100-4-31100-2400	GROUP LIFE INSURANCE	486.33	5,773.83	371.72	3,312.61	2,461.22	57
100-4-31100-2500	STD/LONG-TERM DISABILITY	10.33	131.44	0.00	87.44	44.00	67
100-4-31100-2600	UNEMPLOYMENT INSURANCE	0.00	68.73	0.00	18.78	49.95	27
100-4-31100-2700	WORKER'S COMP	0.00	16,356.36	0.00	0.00	16,356.36	0
100-4-31100-2710	LODA INSURANCE	0.00	3,300.00	0.00	0.00	3,300.00	0
100-4-31100-3310	REPAIR & MAINT. SVCS	0.00	2,000.00	550.00	555.98	1,444.02	28
100-4-31100-3320	PROFESSIONAL SERVICES	0.00	8,000.00	0.00	4,525.00	3,475.00	57
100-4-31100-3400	CODE RED	0.00	2,700.00	0.00	2,700.00	0.00	100
100-4-31100-3600	ADVERTISING	0.00	1,200.00	0.00	206.56	993.44	17
100-4-31100-5210	POSTAGE	0.00	500.00	7.44	29.80	470.20	6

**Town of Amherst**  
Statement of Revenue and Expenditures

Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
100-4-31100-5230	TELECOMMUNICATIONS	3,010.59	11,640.00	679.61	5,397.34	6,242.66	46
100-4-31100-5305	MOTOR VEHICLE INSURANCE	0.00	2,933.78	0.00	0.00	2,933.78	0
100-4-31100-5306	OTHER PROPERTY INSURANCE	0.00	534.96	0.00	0.00	534.96	0
100-4-31100-5501	TRAVEL-MILEAGE/CONFERENCE/HOTEL	0.00	8,000.00	0.00	1,358.70	6,641.30	17
100-4-31100-5700	EVENTS	1,400.00	15,000.00	200.00	1,327.66	13,672.34	9
100-4-31100-5800	FIRE RANGE FEES	26.95	3,000.00	0.00	930.03	2,069.97	31
100-4-31100-5801	ATTORNEY FEES	0.00	2,000.00	0.00	900.00	1,100.00	45
100-4-31100-5810	DUES & MEMBERSHIP	0.00	6,000.00	0.00	6,646.00	646.00-	111
100-4-31100-6001	OFFICE SUPPLIES	893.52	3,000.00	41.65	417.74	2,582.26	14
100-4-31100-6003	CANINE SUPPLIES	230.84	4,500.00	0.00	1,224.91	3,275.09	27
100-4-31100-6008	FUEL	1,988.16	20,000.00	1,671.86	12,137.82	7,862.18	61
100-4-31100-6009	VEHICLE/POWER EQUIPMENT SUPPLIES	0.00	9,000.00	174.26	1,319.60	7,680.40	15
100-4-31100-6010	POLICE SUPPLIES	636.14	20,000.00	2,650.00	14,862.11	5,137.89	74
100-4-31100-6011	UNIFORMS	1,239.26	4,000.00	324.49	2,905.87	1,094.13	73
100-4-31100-6030	CRIME PREVENTION	0.00	5,000.00	0.00	2,936.81	2,063.19	59
100-4-31100-6032	INVESTIGATION EXPENSE	170.00	3,000.00	0.00	129.29	2,870.71	4
100-4-31100-8005	VEHICLES/EQUIPMENT	1,000.00	70,000.00	0.00	74,263.60	4,263.60-	106
	<b>31100 POLICE DEPARTMENT</b>	<b>71,257.36</b>	<b>1,003,989.08</b>	<b>53,233.66</b>	<b>595,648.04</b>	<b>408,341.04</b>	<b>59</b>
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	0.00	15,000.00	0.00	100
100-4-32200-5701	FIRE PROGRAM GRANTS	0.00	15,000.00	0.00	15,000.00	0.00	100
	<b>32200 CONTROL</b>	<b>0.00</b>	<b>30,000.00</b>	<b>0.00</b>	<b>30,000.00</b>	<b>0.00</b>	<b>100</b>
100-4-41320-5100	STREETLIGHTS	2,625.64	34,135.00	2,692.38	21,971.91	12,163.09	64
100-4-43200-0000	GENERAL MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0

**Town of Amherst**  
Statement of Revenue and Expenditures

04/02/2025  
02:38 PM

Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
100-4-43200-1100	WAGES	11,607.62-	45,631.89	1,983.92	20,310.00	25,321.89	45
100-4-43200-1300	PT WAGES	542.36	16,343.74	1,184.20	8,683.64	7,660.10	53
100-4-43200-1400	OTHER PAY/HOLIDAY	0.00	392.71	0.00	28.71	364.00	7
100-4-43200-2100	FICA	802.44-	4,771.18	242.80	2,225.46	2,545.72	47
100-4-43200-2200	VRS	2,293.09-	10,070.09	485.89	4,618.96	5,451.13	46
100-4-43200-2300	HEALTH INSURANCE	3,134.15-	11,674.40	463.13	4,328.37	7,346.03	37
100-4-43200-2400	GROUP LIFE INSURANCE	183.52-	538.46	27.88	262.88	275.58	49
100-4-43200-2500	HYBRID DISABILITY	0.00	105.88	0.00	0.00	105.88	0
100-4-43200-2600	UNEMPLOYMENT INSURANCE	0.00	64.00	0.00	15.52	48.48	24
100-4-43200-2700	WORKER'S COMP	0.00	849.24	0.00	0.00	849.24	0
100-4-43200-5100	ELECTRIC	914.84	10,350.00	3,295.25	9,374.84	975.16	91
100-4-43200-5110	HEATING SERVICES	0.00	4,000.00	0.00	1,780.08	2,219.92	44
100-4-43200-5120	WATER/SEWER	221.66	3,720.00	238.55	2,791.72	928.28	75
100-4-43200-5230	TELECOMMUNICATION	1,081.26-	12,084.00	1,688.69	11,728.91	355.09	97
100-4-43200-5304	PROPERTY INSURANCE	0.00	384.01	0.00	0.00	384.01	0
100-4-43200-5305	MOTOR VEHICLE INSURANCE	0.00	1,162.05	0.00	0.00	1,162.05	0
100-4-43200-5306	OTHER PROPERTY INSURANCE	0.00	2,841.13	0.00	0.00	2,841.13	0
100-4-43200-5308	GENERAL LIABILITY INSURANCE	0.00	5,475.00	0.00	0.00	5,475.00	0
100-4-43200-5410	LEASE OF EQUIPMENT	0.00	10,000.00	0.00	798.94	9,201.06	8
100-4-43200-5501	TRAVEL-MILEAGE/CONFERENCE/HOTEL	0.00	4,000.00	620.00	1,239.00	2,761.00	31
100-4-43200-5810	DUES & MEMBERSHIP	0.00	0.00	160.00	160.00	160.00-	0
100-4-43200-6001	OFFICE SUPPLIES	0.00	750.00	290.32	2,086.24	1,336.24-	278
100-4-43200-6005	JANITORIAL SUPPLIES	42.98	3,000.00	0.00	787.95	2,212.05	26
100-4-43200-6007	REPAIR & MAINT. SUPPLIES	9,875.00	21,500.00	7,412.19	15,937.74	5,562.26	74
100-4-43200-6008	FUEL	1,337.75	20,000.00	500.37	9,000.39	10,999.61	45
100-4-43200-6009	VEHICLE/POWER EQUIPMENT SUPPLIES	2,885.30-	24,000.00	612.71	4,555.09	19,444.91	19
100-4-43200-6011	UNIFORMS	1,294.27	3,000.00	536.20	1,436.16	1,563.84	48

Town of Amherst  
Statement of Revenue and Expenditures

Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
100-4-43200-6012	CHRISTMAS DECORATIONS	0.00	4,000.00	0.00	2,321.50	1,678.50	58
100-4-43200-6013	AG SUPPLIES	0.00	2,500.00	0.00	160.00	2,340.00	6
100-4-43200-8005	EQUIPMENT/VEHICLES	0.00	0.00	0.00	148,552.00	148,552.00-	0
	<b>43200 GENERAL MAINTENANCE</b>	<b>7,758.52-</b>	<b>223,207.78</b>	<b>19,742.10</b>	<b>253,184.10</b>	<b>29,976.32-</b>	<b>113</b>
100-4-71300-5600	SECOND STAGE CONTRIBUTION	1,000.00	1,000.00	0.00	0.00	1,000.00	0
100-4-72100-5600	VILLAGE GARDEN CLUB CONTRI.	0.00	3,000.00	0.00	0.00	3,000.00	0
100-4-72200-5600	MUSEUM CONTRIBUTIONS	0.00	2,500.00	0.00	0.00	2,500.00	0
100-4-81100-0000	PLANNING/ZONING	0.00	0.00	0.00	0.00	0.00	0
100-4-81100-3600	ADVERTISING	280.76	800.00	247.44	1,629.89	829.89-	204
100-4-81100-5210	POSTAGE	0.00	100.00	0.00	0.00	100.00	0
100-4-81100-5701	PLANNING GRANTS	0.00	0.00	0.00	1,227.00	1,227.00-	0
100-4-81100-5810	DUES/MEMBERSHIP	0.00	1,227.00	0.00	0.00	1,227.00	0
	<b>81100 PLANNING/ZONING</b>	<b>280.76</b>	<b>2,127.00</b>	<b>247.44</b>	<b>2,856.89</b>	<b>729.89-</b>	<b>134</b>
100-4-83500-5600	NEIGHBORS HELPING NEIGHBORS CONTRIB	0.00	2,500.00	0.00	2,500.00	0.00	100
	<b>GENERAL FUND Expenditure Totals</b>	<b>87,999.55</b>	<b>1,703,497.81</b>	<b>110,112.92</b>	<b>1,202,058.52</b>	<b>501,439.29</b>	<b>71</b>
	<b>100 GENERAL FUND</b>						
	Revenues:	181,294.80	102,325.47	1,157,301.10			
	Expenditures:	87,999.55	110,112.92	1,202,058.52			
	Net Income:	93,295.25	7,787.45-	44,757.42-			

**Town of Amherst**  
Statement of Revenue and Expenditures

Revenue Account	Description	Prior Yr Rev	Anticipated	Curr Rev	YTD Rev	Excess/Deficit	% Real
501-3-16080-0005	WATER IN-TOWN BASE CHARGES	12,914.13	258,869.76	23,295.50	205,723.52	53,146.24-	79
501-3-16080-0006	WATER OT BASE CHARGES	13,074.60	154,342.85	14,898.75	131,306.05	23,036.80-	85
501-3-16080-0007	WATER IN-TOWN USAGE CHARGE	35,019.73	392,788.62	32,733.38	296,435.03	96,353.59-	75
501-3-16080-0008	WATER OT USAGE CHARGES	21,503.29	256,224.77	23,877.30	210,435.61	45,789.16-	82
501-3-16080-0009	PENALTIES	2,505.96	35,000.00	2,780.90	19,933.27	15,066.73-	57
501-3-16080-0010	TRIP CHARGES	450.00	8,000.00	600.00	5,850.00	2,150.00-	73
501-3-16080-0011	DORMANT ACCT FEE	285.00	3,540.63	276.68	2,564.31	976.32-	72
501-3-16080-0012	FIRE SPRINKLERS	397.00	4,764.00	397.00	3,573.00	1,191.00-	75
501-3-16080-0013	AVAILABILITY FEE	250.00	5,000.00	0.00	3,949.53	1,050.47-	79
501-3-16080-0014	WATER CHARGES-SBC	8,025.00	96,300.00	8,025.00	72,827.20	23,472.80-	76
501-3-16080-0015	PREPAY UTILITIES	0.00	0.00	0.00	1,435.31-	1,435.31-	0
501-3-16080-0016	SBC WATER CAPITAL COSTS REIMB	2,185.60	26,227.20	2,185.60	19,670.40	6,556.80-	75
	<b>16080 Total</b>	<b>96,610.31</b>	<b>1,241,057.83</b>	<b>109,070.11</b>	<b>970,832.61</b>	<b>270,225.22-</b>	<b>78</b>
501-3-33020-0001	ARPA FUNDS	0.00	1,487,000.00	0.00	0.00	1,487,000.00-	0
501-3-33020-0003	BUILD BACK BETTER FUNDS	0.00	0.00	0.00	69,000.00	69,000.00	0
	<b>33020 Total</b>	<b>0.00</b>	<b>1,487,000.00</b>	<b>0.00</b>	<b>69,000.00</b>	<b>1,418,000.00-</b>	<b>4</b>
501-3-41040-0006	TRANSFER FROM OTHR FUNDS	0.00	415,101.10	0.00	0.00	415,101.10-	0
501-3-41060-0007	DEPOSIT-UTILITY ACCTS	845.61-	1,000.00	409.49	999.17	0.83-	100
	<b>WATER FUND Revenue Totals</b>	<b>95,764.70</b>	<b>3,144,158.93</b>	<b>109,479.60</b>	<b>1,040,831.78</b>	<b>2,103,327.15-</b>	<b>33</b>
Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
501-4-12110-0000	TOWN MANAGER	0.00	0.00	0.00	0.00	0.00	0

**Town of Amherst**  
Statement of Revenue and Expenditures

Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
501-4-12110-1100	WAGES	3,559.18	61,355.59	3,764.68	37,544.05	23,811.54	61
501-4-12110-1300	PT WAGES	396.60	5,453.39	419.44	4,182.98	1,270.41	77
501-4-12110-2100	FICA	318.54	5,110.89	336.94	3,345.06	1,765.83	65
501-4-12110-2200	VRS	745.40	14,743.75	1,076.84	9,680.10	5,063.65	66
501-4-12110-2300	HEALTH INSURANCE	370.52	7,261.80	370.62	3,335.53	3,926.27	46
501-4-12110-2400	GROUP LIFE INSURANCE	51.40	724.00	47.90	429.78	294.22	59
501-4-12110-2500	STD/LONG-TERM DISABILITY	20.36	323.96	0.00	172.32	151.64	53
	<b>12110 TOWN MANAGER</b>	<b>5,462.00</b>	<b>94,973.38</b>	<b>6,016.42</b>	<b>58,689.82</b>	<b>36,283.56</b>	<b>62</b>
501-4-12420-0000	FINANCE DEPARTMENT	0.00	0.00	0.00	0.00	0.00	0
501-4-12420-1100	WAGES	3,038.71	42,815.36	3,368.25	33,639.15	9,176.21	79
501-4-12420-1300	PT WAGES	717.64	10,752.27	812.39	7,023.20	3,729.07	65
501-4-12420-2100	FICA	266.95	4,097.92	299.50	2,925.10	1,172.82	71
501-4-12420-2200	VRS	496.04	9,513.12	683.60	6,150.48	3,362.64	65
501-4-12420-2300	HEALTH INSURANCE	4,001.69	7,820.40	231.29	2,081.54	5,738.86	27
501-4-12420-2400	GROUP LIFE INSURANCE	39.26	505.22	38.52	346.15	159.07	69
501-4-12420-2500	HYBRID DISABILITY	8.60	109.09	0.00	72.80	36.29	67
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	3,500.00	0.00	3,208.33	291.67	92
501-4-12420-5210	POSTAGE	319.74	4,000.00	340.82	3,074.49	925.51	77
501-4-12420-6001	OFFICE SUPPLIES	0.00	2,000.00	0.00	1,845.00	155.00	92
	<b>12420 FINANCE DEPARTMENT</b>	<b>8,888.63</b>	<b>85,313.38</b>	<b>5,774.37</b>	<b>60,366.24</b>	<b>24,947.14</b>	<b>71</b>
501-4-44000-0000	WATER OPERATIONAL	0.00	0.00	0.00	0.00	0.00	0
501-4-44000-1100	WAGES	32,697.52-	167,842.87	14,108.82	131,557.38	36,285.49	78
501-4-44000-1200	OVERTIME	0.00	0.00	993.99	2,466.70	2,466.70-	0
501-4-44000-1300	PT WAGES	1,732.80	30,209.05	3,821.65	27,979.85	2,229.20	93

**Town of Amherst**  
Statement of Revenue and Expenditures

04/02/2025  
02:39 PM

Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
501-4-44000-1400	OTHER/HOLIDAY	2,619.59-	6,621.08	0.00	2,943.78	3,677.30	44
501-4-44000-2100	FICA	2,064.27-	15,657.48	1,451.19	12,655.86	3,001.62	81
501-4-44000-2200	VRS	5,115.75-	37,375.38	3,038.04	27,692.13	9,683.25	74
501-4-44000-2300	HEALTH INSURANCE	3,781.05	33,516.00	2,799.92	25,198.04	8,317.96	75
501-4-44000-2400	GROUP LIFE INSURANCE	255.48	1,980.55	170.50	1,515.59	464.96	77
501-4-44000-2500	LONG-TERM DISABILITY	34.66	440.09	0.00	302.48	137.61	69
501-4-44000-2600	UNEMPLOYEMENT INSURANCE	0.00	32.00	0.00	3.67	28.33	11
501-4-44000-2700	WORKER'S COMP	0.00	4,105.22	0.00	0.00	4,105.22	0
501-4-44000-3140	TESTING SERVICES	788.40	31,000.00	223.20	2,787.10	28,212.90	9
501-4-44000-3150	PROFESSIONAL SVCS	250.00	3,200.00	5,949.50	7,949.50	4,749.50-	248
501-4-44000-3310	REPAIR & MAINT. SVCS	0.00	10,000.00	0.00	3,250.00	6,750.00	32
501-4-44000-3600	ADVERTISING	0.00	2,000.00	0.00	0.00	2,000.00	0
501-4-44000-5100	ELECTRICAL SVCS	6,657.62	68,952.59	15,110.64	56,700.79	12,251.80	82
501-4-44000-5120	WATER & SEWER	7,591.52	104,400.00	6,185.12	51,340.03	53,059.97	49
501-4-44000-5210	POSTAGE	0.00	2,000.00	0.00	1,334.95	665.05	67
501-4-44000-5230	TELECOMMUNICATIONS	373.70	7,500.00	335.47	3,450.02	4,049.98	46
501-4-44000-5304	PROPERTY INSURANCE	0.00	2,215.50	0.00	0.00	2,215.50	0
501-4-44000-5305	MOTOR VEHICLE INSURANCE	0.00	372.00	0.00	0.00	372.00	0
501-4-44000-5501	TRAVEL-MILEAGE/HOTEL/CONFERENCE	600.00	3,000.00	0.00	301.00	2,699.00	10
501-4-44000-5600	PERMITS	0.00	7,000.00	0.00	3,833.33	3,166.67	55
501-4-44000-5810	DUES & MEMBERSHIPS	124.00	2,000.00	446.50	1,154.74	845.26	58
501-4-44000-6001	OFFICE SUPPLIES	0.00	2,000.00	0.00	154.52	1,845.48	8
501-4-44000-6004	LAB SUPPLIES	695.30	15,000.00	250.38	8,843.14	6,156.86	59
501-4-44000-6007	REPAIR & MAINT. SUPPLIES	639.99	20,000.00	625.61	16,465.89	3,534.11	82
501-4-44000-6008	FUEL/OIL	0.00	3,000.00	0.00	669.82	2,330.18	22
501-4-44000-6009	VEHICLE & EQUIP SUPPLIES	99.10	3,000.00	0.00	548.95	2,451.05	18
501-4-44000-6011	UNIFORMS	93.94	1,500.00	0.00	0.00	1,500.00	0

**Town of Amherst**  
Statement of Revenue and Expenditures

Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
501-4-44000-6051	CHEMICALS	6,138.30	108,000.00	11,415.91	86,197.19	21,802.81	80
501-4-44000-8005	EQUIPMENT	0.00	15,000.00	0.00	7,093.56	7,906.44	47
	<b>44000 WATER OPERATIONAL</b>	<b>12,641.27-</b>	<b>708,919.81</b>	<b>66,926.44</b>	<b>484,390.01</b>	<b>224,529.80</b>	<b>68</b>
501-4-45000-0000	WATER MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0
501-4-45000-1100	WAGES	16,474.53	137,919.66	9,919.57	97,905.38	40,014.28	71
501-4-45000-1200	PT WAGES	0.00	791.17	0.00	143.53	647.64	18
501-4-45000-1300	PT WAGES	10.66	1,963.56	121.71	724.78	1,238.78	37
501-4-45000-2100	FICA	1,256.18	10,761.59	770.39	7,584.24	3,177.35	70
501-4-45000-2200	VRS	3,008.55	28,665.84	2,181.32	19,391.11	9,274.73	68
501-4-45000-2300	HEALTH INSURANCE	3,853.04	27,930.00	2,072.91	18,576.96	9,353.04	67
501-4-45000-2400	GROUP LIFE INSURANCE	239.17	1,627.45	125.40	1,114.73	512.72	68
501-4-45000-2500	HYBRID DISABILITY	0.00	52.90	0.00	0.00	52.90	0
501-4-45000-2700	WORKER'S COMP	0.00	6,031.12	0.00	0.00	6,031.12	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	0.00	800.00	49.45	299.00	501.00	37
501-4-45000-5305	MOTOR VEHICLE INSURANCE	0.00	1,162.07	0.00	0.00	1,162.07	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	108.49	1,891.51	5
501-4-45000-5810	DUES & MEMBERSHIP	0.00	200.00	0.00	0.00	200.00	0
501-4-45000-6007	REPAIR & MAINT. SUPPLIES	10,660.38	25,000.00	1,681.30	12,022.58	12,977.42	48
501-4-45000-6009	VEHICLE/POWER EQUIPMENT SUPPLIES	24.00	0.00	0.00	0.00	0.00	0
501-4-45000-8005	EQUIPMENT/VEHICLES	0.00	250,000.00	0.00	0.00	250,000.00	0
	<b>45000 WATER MAINTENANCE</b>	<b>35,526.51</b>	<b>500,905.36</b>	<b>16,922.05</b>	<b>157,870.80</b>	<b>343,034.56</b>	<b>32</b>
501-4-94000-0000	CONTROL	0.00	0.00	0.00	0.00	0.00	0
501-4-94000-8002	WATER TREATMENT PLANT IMPROVEMENTS	0.00	0.00	0.00	392,958.00	392,958.00-	0



Town of Amherst  
Statement of Revenue and Expenditures

Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
501-4-94000-8003	SUNSET WATERLINE REPLACEMENT	0.00	1,300,000.00	0.00	249,614.50	1,050,385.50	19
	<b>94000 CONTROL</b>	<b>0.00</b>	<b>1,300,000.00</b>	<b>0.00</b>	<b>642,572.50</b>	<b>657,427.50</b>	<b>49</b>
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	0.00	17,722.64	0.00	8,795.36	8,927.28	50
501-4-95000-9001	60W W/L INTEREST	0.00	11,321.28	0.00	5,726.60	5,594.68	51
501-4-95000-9004	MAINSTREET W/L PRINCIPLE	0.00	81,938.15	0.00	20,735.93	61,202.22	25
501-4-95000-9005	MAINSTREET W/L INTEREST	0.00	41,013.53	0.00	40,739.91	273.62	99
501-4-95000-9006	STERLING BANK DEBT REFI PRIN	8,520.57	105,720.27	0.00	61,670.14	44,050.13	58
501-4-95000-9007	STERLING BANK DEBT REFI INTEREST	2,020.32	21,482.95	0.00	12,961.45	8,521.50	60
501-4-95000-9008	WATER PLANT UPGRADES PRINCIPLES	0.00	96,853.57	0.00	46,209.12	50,644.45	48
501-4-95000-9009	WATER PLANT UPGRADES INTEREST	0.00	77,994.61	0.00	41,214.97	36,779.64	53
	<b>95000 DEBT SERVICE</b>	<b>10,540.89</b>	<b>454,047.00</b>	<b>0.00</b>	<b>238,053.48</b>	<b>215,993.52</b>	<b>52</b>
	<b>WATER FUND Expenditure Totals</b>	<b>47,776.76</b>	<b>3,144,158.93</b>	<b>95,639.28</b>	<b>1,641,942.85</b>	<b>1,502,216.08</b>	<b>52</b>

501 WATER FUND

	Prior	Current	YTD
Revenues:	95,764.70	109,479.60	1,040,831.78
Expenditures:	47,776.76	95,639.28	1,641,942.85
Net Income:	47,987.94	13,840.32	601,111.07 -

Town of Amherst  
Statement of Revenue and Expenditures

Revenue Account	Description	Prior Yr Rev	Anticipated	Curr Rev	YTD Rev	Excess/Deficit	% Real
502-3-16080-0005	SEWER IN-TOWN BASE CHARGES	32,763.91	390,945.22	33,952.66	282,992.09	107,953.13-	72
502-3-16080-0006	SEWER OT BASE CHARGES	9,621.78	97,260.45	10,252.92	93,992.52	3,267.93-	97
502-3-16080-0007	SEWER IN-TOWN USAGE CHARGE	27,830.62	292,422.04	23,858.27	194,709.80	97,712.24-	67
502-3-16080-0008	SEWER OT USAGE CHARGE	7,750.20	79,168.59	8,282.02	75,990.11	3,178.48-	96
502-3-16080-0009	PENALTIES	2,500.99	25,000.00	2,846.40	21,247.98	3,752.02-	85
502-3-16080-0011	DORMANT ACCT FEE	410.00	5,353.58	413.36	3,809.00	1,544.58-	71
502-3-16080-0012	AVAILABILITY FEE	250.00	0.00	0.00	922.58	922.58	0
	<b>16080 Total</b>	<b>81,127.50</b>	<b>890,149.88</b>	<b>79,605.63</b>	<b>673,664.08</b>	<b>216,485.80-</b>	<b>75</b>
502-3-19020-0003	SBC-RUT. CREEK OPERATIONS	17,353.96	55,000.00	22,081.88	61,556.42	6,556.42	112
502-3-19020-0004	SBC SEWER REHAB	2,793.00	11,172.00	2,793.00	8,379.00	2,793.00-	75
	<b>19020 Total</b>	<b>20,146.96</b>	<b>66,172.00</b>	<b>24,874.88</b>	<b>69,935.42</b>	<b>3,763.42</b>	<b>105</b>
502-3-24040-0003	NUTRIENT CREDIT	0.00	400.00	0.00	1,405.60	1,005.60	351
502-3-42000-0000	RESERVE FUNDS	0.00	682,655.53	0.00	0.00	682,655.53-	0
	<b>SEWER FUND Revenue Totals</b>	<b>101,274.46</b>	<b>1,639,377.41</b>	<b>104,480.51</b>	<b>745,005.10</b>	<b>894,372.31-</b>	<b>45</b>
Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
502-4-12110-0000	CONTROL	0.00	0.00	0.00	0.00	0.00	0
502-4-12110-1100	WAGES	2,669.38	36,705.65	2,823.51	28,158.07	8,547.58	77
502-4-12110-1300	PT WAGES	356.94	5,453.39	419.44	3,806.66	1,646.73	70
502-4-12110-2100	FICA	243.44	3,225.17	260.74	2,560.18	664.99	79
502-4-12110-2200	VRS	559.06	8,820.37	807.64	7,260.18	1,560.19	82
502-4-12110-2300	HEALTH INSURANCE	277.90	3,686.76	277.97	2,501.72	1,185.04	68

**Town of Amherst**  
Statement of Revenue and Expenditures

Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
502-4-12110-2400	GROUP LIFE INSURANCE	38.56	433.13	35.92	322.30	110.83	74
502-4-12110-2500	STD/LONG-TERM DISABILITY	15.27	193.81	0.00	129.28	64.53	67
	<b>12110 CONTROL</b>	<b>4,160.55</b>	<b>58,518.28</b>	<b>4,625.22</b>	<b>44,738.39</b>	<b>13,779.89</b>	<b>76</b>
502-4-12420-0000	FINANCE DEPARTMENT	0.00	0.00	0.00	0.00	0.00	0
502-4-12420-1100	WAGES	2,498.40	35,042.28	2,767.32	27,644.36	7,397.92	79
502-4-12420-1300	PT WAGES	699.69	10,483.46	792.07	6,847.63	3,635.83	65
502-4-12420-2100	FICA	225.07	3,482.72	252.76	2,460.97	1,021.75	71
502-4-12420-2200	VRS	416.79	7,676.26	571.06	5,138.28	2,537.98	67
502-4-12420-2300	HEALTH INSURANCE	2,735.59	6,636.17	222.04	1,998.36	4,637.81	30
502-4-12420-2400	GROUP LIFE INSURANCE	32.99	413.50	32.30	290.38	123.12	70
502-4-12420-2500	HYBRID DISABILITY	5.73	0.00	0.00	48.56	48.56-	0
502-4-12420-3320	SERVICE CONTRACTS	0.00	3,500.00	0.00	3,208.34	291.66	92
502-4-12420-5210	POSTAGE	319.74	4,000.00	340.81	3,074.45	925.55	77
502-4-12420-6001	OFFICE SUPPLIES	0.00	2,000.00	0.00	1,845.00	155.00	92
	<b>12420 FINANCE DEPARTMENT</b>	<b>6,934.00</b>	<b>73,234.39</b>	<b>4,978.36</b>	<b>52,556.33</b>	<b>20,678.06</b>	<b>72</b>
502-4-44000-0000	SEWER OPERATIONAL	0.00	0.00	0.00	0.00	0.00	0
502-4-44000-1100	WAGES	62,304.73	202,634.89	16,191.53	159,035.56	43,599.33	78
502-4-44000-1200	OVERTIME	0.00	0.00	993.99	2,437.21	2,437.21-	0
502-4-44000-1400	OTHER/HOLIDAY	0.00	6,588.68	0.00	5,108.36	1,480.32	78
502-4-44000-2100	FICA	4,207.73	16,005.60	1,260.35	12,254.30	3,751.30	77
502-4-44000-2200	VRS	10,057.25	43,304.92	3,610.12	32,397.69	10,907.23	75
502-4-44000-2300	HEALTH INSURANCE	1,804.95	33,516.00	2,786.08	25,075.96	8,440.04	75
502-4-44000-2400	GROUP LIFE INSURANCE	135.62	2,391.09	205.18	1,832.20	558.89	77
502-4-44000-2500	LONG-TERM DISABILITY	20.26	257.06	0.00	171.44	85.62	67
502-4-44000-2700	WORKER'S COMP	0.00	3,762.31	0.00	0.00	3,762.31	0

Town of Amherst  
Statement of Revenue and Expenditures

Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
502-4-44000-3120	SLUDGE & TRASH REMOVAL-RUT CRK.	178.25	105,000.00	0.00	38,932.80	66,067.20	37
502-4-44000-3140	TESTING SERVICES	1,661.40	53,655.29	3,124.80	30,072.30	23,582.99	56
502-4-44000-3150	PROFESSIONAL SVCS	250.00	3,000.00	250.00	2,250.00	750.00	75
502-4-44000-3310	REPAIR & MAINT. SVCS-RUT CRK	155.00	18,666.00	0.00	3,852.00	14,814.00	21
502-4-44000-3600	ADVERTISING	0.00	500.00	0.00	0.00	500.00	0
502-4-44000-5100	ELECTRICAL SVCS-RUT CRK	0.00	53,000.00	16,275.16	58,313.46	5,313.46-	110
502-4-44000-5120	WATER, SEWER - RUT. CRK.	227.41	7,400.00	218.06	7,235.30	164.70	98
502-4-44000-5130	ELECTRICAL SVCS-PUMP STATION	4,917.92	2,370.00	490.93	1,701.51	668.49	72
502-4-44000-5140	WATER,SEWER-PUMP STATION	15.60	220.00	15.60	141.95	78.05	65
502-4-44000-5210	POSTAGE	0.00	250.00	0.00	0.00	250.00	0
502-4-44000-5230	TELECOMMUNICATIONS	578.79	5,796.00	1,097.85	5,544.11	251.89	96
502-4-44000-5304	PROPERTY INSURANCE	0.00	3,302.41	0.00	0.00	3,302.41	0
502-4-44000-5305	MOTOR VEHICLE INSURANCE	0.00	353.07	0.00	0.00	353.07	0
502-4-44000-5501	TRAVEL-MILEAGE/HOTEL/CONFERENCE	0.00	3,000.00	0.00	200.00	2,800.00	7
502-4-44000-5600	PERMITS	0.00	4,000.00	0.00	4,408.00	408.00-	110
502-4-44000-5810	DUES & MEMBERSHIPS	240.00	2,000.00	206.50	509.90	1,490.10	26
502-4-44000-6001	OFFICE SUPPLIES	0.00	2,000.00	0.00	64.00	1,936.00	3
502-4-44000-6004	LAB SUPPLIES	408.36	8,235.00	710.18	5,317.52	2,917.48	65
502-4-44000-6007	REPAIR & MAINT. SUPPLIES-RUT. CRK.	245.71	35,000.00	6,344.84	34,683.99	316.01	99
502-4-44000-6008	FUEL/OIL	503.49	3,000.00	159.14	2,130.01	869.99	71
502-4-44000-6009	VEHICLE & EQUIP SUPPLIES	0.00	3,000.00	0.00	212.93	2,787.07	7
502-4-44000-6011	UNIFORMS	100.00	2,000.00	0.00	0.00	2,000.00	0
502-4-44000-6051	CHEMICALS - RUT. CREEK	667.40	4,615.00	0.00	4,387.50	227.50	95
502-4-44000-8005	VEHICLES	0.00	15,000.00	0.00	7,008.78	7,991.22	47
	<b>4000 SEWER OPERATIONAL</b>	<b>88,679.87</b>	<b>643,823.32</b>	<b>53,940.31</b>	<b>445,278.78</b>	<b>198,544.54</b>	<b>69</b>
502-4-45000-0000	SEWER MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0

**Town of Amherst**  
Statement of Revenue and Expenditures

Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
502-4-45000-1100	WAGES	16,460.62	137,518.60	9,919.57	97,905.38	39,613.22	71
502-4-45000-1300	PT WAGES	10.66	791.17	121.71	724.78	66.39	92
502-4-45000-1400	OTHER PAY/HOLIDAY	0.00	1,963.56	0.00	143.53	1,820.03	7
502-4-45000-2100	FICA	1,256.18	10,730.91	770.39	7,584.24	3,146.67	71
502-4-45000-2200	VRS	3,008.55	28,569.46	2,181.32	19,391.11	9,178.35	68
502-4-45000-2300	HEALTH INSURANCE	3,853.04	30,600.11	2,072.91	18,576.96	12,023.15	61
502-4-45000-2400	GROUP LIFE INSURANCE	239.17	1,622.72	125.40	1,114.73	507.99	69
502-4-45000-5305	MOTOR VEHICLE INSURANCE	0.00	1,162.05	0.00	0.00	1,162.05	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	2,448.24	10,000.00	874.18	5,433.01	4,566.99	54
502-4-45000-8005	EQUIPMENT/VEHICLES	0.00	250,000.00	0.00	0.00	250,000.00	0
	<b>45000 SEWER MAINTENANCE</b>	<b>27,276.46</b>	<b>477,958.58</b>	<b>16,065.48</b>	<b>150,873.74</b>	<b>327,084.84</b>	<b>32</b>
502-4-94000-0000	CAPITAL PROJECTS	0.00	0.00	0.00	0.00	0.00	0
502-4-94000-8000	SLIPLINING PROJECT	0.00	0.00	0.00	284,625.00	284,625.00	0
502-4-94000-8002	WWTP CENTRIFUGE	0.00	0.00	0.00	78,572.88	78,572.88	0
	<b>94000 CAPITAL PROJECTS</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>363,197.88</b>	<b>363,197.88</b>	<b>0</b>
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	18,106.22	224,655.57	0.00	131,049.10	93,606.47	58
502-4-95000-9003	STERLING BANK WWTP REFI INTEREST	4,293.18	45,651.27	0.00	27,543.20	18,108.07	60
502-4-95000-9004	SEWER REHAB PRINCIPLE	6,037.12	71,110.29	0.00	41,230.38	29,879.91	58
502-4-95000-9005	SEWER REHAB INTEREST	3,590.88	44,425.71	0.00	26,165.62	18,260.09	59
	<b>95000 DEBT SERVICE</b>	<b>32,027.40</b>	<b>385,842.84</b>	<b>0.00</b>	<b>225,988.30</b>	<b>159,854.54</b>	<b>59</b>
	<b>SEWER FUND Expenditure Totals</b>	<b>159,078.28</b>	<b>1,639,377.41</b>	<b>79,609.37</b>	<b>1,282,633.42</b>	<b>356,743.99</b>	<b>78</b>
	<b>502 SEWER FUND</b>	<b>Prior</b>	<b>Current</b>	<b>YTD</b>			

**Town of Amherst**  
Statement of Revenue and Expenditures

<b>Revenues:</b>	<b>101,274.46</b>	<b>104,480.51</b>	<b>745,005.10</b>
<b>Expenditures:</b>	<b>159,078.28</b>	<b>79,609.37</b>	<b>1,282,633.42</b>
<b>Net Income:</b>	<b>57,803.82-</b>	<b>24,871.14</b>	<b>537,628.32-</b>

Town of Amherst  
Statement of Revenue and Expenditures

Revenue Account	Description	Prior Yr Rev	Anticipated	Curr Rev	YTD Rev	Excess/Deficit	% Real
514-3-16080-0005	GARBAGE IT CHARGES	11,828.23	146,975.00	12,370.31	111,341.30	35,633.70-	76
514-3-16080-0006	GARBAGE OT CHARGES	1,629.52	20,812.50	1,700.00	15,371.46	5,441.04-	74
514-3-16080-0009	PENALTIES	449.97	5,000.00	505.48	3,161.80	1,838.20-	63
<b>16080 Total</b>		<b>13,907.72</b>	<b>172,787.50</b>	<b>14,575.79</b>	<b>129,874.56</b>	<b>42,912.94-</b>	<b>75</b>

**GARBAGE FUND Revenue Totals**

		<b>13,907.72</b>	<b>172,787.50</b>	<b>14,575.79</b>	<b>129,874.56</b>	<b>42,912.94-</b>	<b>75</b>
--	--	------------------	-------------------	------------------	-------------------	-------------------	-----------

Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
514-4-12110-0000	TOWN MANAGER	0.00	0.00	0.00	0.00	0.00	0
514-4-12110-1100	WAGES	266.94	3,670.57	282.35	2,815.76	854.81	77
514-4-12110-1300	PT WAGES	39.64	0.00	0.00	376.31	376.31-	0
514-4-12110-2100	FICA	24.66	280.80	22.88	255.74	25.06	91
514-4-12110-2200	VRS	55.90	882.04	80.76	725.99	156.05	82
514-4-12110-2300	HEALTH INSURANCE	27.78	368.68	27.80	250.19	118.49	68
514-4-12110-2400	GROUP LIFE INSURANCE	3.86	43.31	3.60	32.30	11.01	75
514-4-12110-2500	STD/LONG-TERM DISABILITY	1.52	19.38	0.00	12.80	6.58	66
514-4-12110-5000	CONTINGENCY	0.00	5,146.67	0.00	0.00	5,146.67	0
<b>12110 TOWN MANAGER</b>		<b>420.30</b>	<b>10,411.45</b>	<b>417.39</b>	<b>4,469.09</b>	<b>5,942.36</b>	<b>43</b>

514-4-12420-0000	FINANCE DEPARTMENT	0.00	0.00	0.00	0.00	0.00	0
514-4-12420-1100	WAGES	127.87	1,804.44	141.77	1,415.76	388.68	78
514-4-12420-1300	PT WAGES	17.93	268.81	20.31	175.56	93.25	65
514-4-12420-2100	FICA	10.35	158.60	11.58	114.26	44.34	72
514-4-12420-2200	VRS	20.74	402.59	28.62	257.50	145.09	64
514-4-12420-2300	HEALTH INSURANCE	176.82	368.68	9.24	83.16	285.52	23
514-4-12420-2400	GROUP LIFE INSURANCE	1.64	21.29	1.60	14.38	6.91	68

**Town of Amherst**  
Statement of Revenue and Expenditures

Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
514-4-12420-2500	HYBRID DISABILITY	0.37	4.85	0.00	2.77	2.08	57
	<b>12420 FINANCE DEPARTMENT</b>	<b>355.72</b>	<b>3,029.26</b>	<b>213.12</b>	<b>2,063.39</b>	<b>965.87</b>	<b>68</b>
514-4-43200-0000	CONTROL	0.00	0.00	0.00	0.00	0.00	0
514-4-43200-3160	COLLECTION IN-TOWN	10,534.36	132,949.92	11,092.00	99,828.00	33,121.92	75
514-4-43200-3170	COLLECTION OUT OF TOWN	1,461.68	21,403.20	1,541.08	13,869.72	7,533.48	65
	<b>43200 CONTROL</b>	<b>11,996.04</b>	<b>154,353.12</b>	<b>12,633.08</b>	<b>113,697.72</b>	<b>40,655.40</b>	<b>74</b>
514-4-45000-0000	GARBAGE MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0
514-4-45000-1100	WAGES	372.21	3,243.13	220.39	2,175.44	1,067.69	67
514-4-45000-1400	OTHER PAY/HOLIDAYS	0.00	43.63	0.00	3.18	40.45	7
514-4-45000-2100	FICA	27.81	251.44	16.90	167.33	84.11	67
514-4-45000-2200	VRS	66.79	679.85	48.47	430.95	248.90	63
514-4-45000-2300	HEALTH INSURANCE	83.07	737.35	46.05	412.71	324.64	56
514-4-45000-2400	GROUP LIFE INSURANCE	5.24	38.27	2.80	24.88	13.39	65
	<b>45000 GARBAGE MAINTENANCE</b>	<b>555.12</b>	<b>4,993.67</b>	<b>334.61</b>	<b>3,214.49</b>	<b>1,779.18</b>	<b>64</b>
	<b>GARBAGE FUND Expenditure Totals</b>	<b>13,327.18</b>	<b>172,787.50</b>	<b>13,598.20</b>	<b>123,444.69</b>	<b>49,342.81</b>	<b>71</b>

**514 GARBAGE FUND**

	Prior	Current	YTD
Revenues:	13,907.72	14,575.79	129,874.56
Expenditures:	13,327.18	13,598.20	123,444.69
Net Income:	580.54	977.59	6,429.87



Town of Amherst  
Statement of Revenue and Expenditures

Revenue Account	Description	Prior Yr Rev	Anticipated	Curr Rev	YTD Rev	Excess/Deficit	% Real
701-3-41030-0001	BP RECOUPMENT REV	641.12	64,812.76	0.00	0.00	64,812.76-	0
701-3-41040-0001	BOND ISSUE	0.00	3,890.00	0.00	3,890.00	0.00	100
701-3-41060-0001	HOME OWNERS REIM	0.00	1,923.00	0.00	0.00	1,923.00-	0
<b>IDA FUND Revenue Totals</b>		<b>641.12</b>	<b>70,625.76</b>	<b>0.00</b>	<b>3,890.00</b>	<b>66,735.76-</b>	<b>5</b>
Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
701-4-45000-0000	CONTROL	0.00	0.00	0.00	0.00	0.00	0
701-4-45000-1300	PT WAGES	127.85	9,494.03	1,460.61	8,697.40	796.63	92
701-4-45000-2100	FICA	9.78	726.29	111.74	665.32	60.97	92
701-4-45000-2700	WORKER'S COMP	0.00	273.74	0.00	0.00	273.74	0
<b>45000 CONTROL</b>		<b>137.63</b>	<b>10,494.06</b>	<b>1,572.35</b>	<b>9,362.72</b>	<b>1,131.34</b>	<b>89</b>
701-4-81500-0000	ECONOMIC DEVELOPMENT	0.00	0.00	0.00	0.00	0.00	0
701-4-81500-5100	ELECTRICAL SERV.	29.98	300.00	60.18	269.00	31.00	90
701-4-81500-5810	DUES AND MEMBERSHIP	0.00	2,800.00	0.00	2,658.00	142.00	95
701-4-81500-9200	TRANSFER TO IDA FUND	0.00	57,031.70	0.00	0.00	57,031.70	0
<b>81500 ECONOMIC DEVELOPMENT</b>		<b>29.98</b>	<b>60,131.70</b>	<b>60.18</b>	<b>2,927.00</b>	<b>57,204.70</b>	<b>5</b>
<b>IDA FUND Expenditure Totals</b>		<b>167.61</b>	<b>70,625.76</b>	<b>1,632.53</b>	<b>12,289.72</b>	<b>58,336.04</b>	<b>17</b>

701 IDA FUND	Prior	Current	YTD
Revenues:	641.12	0.00	3,890.00
Expenditures:	167.61	1,632.53	12,289.72

**Town of Amherst**  
Statement of Revenue and Expenditures

**Net Income:**                      473.51                      1,632.53-                      8,399.72-

Grand Totals	Prior	Current	YTD
Revenues:	392,882.80	330,861.37	3,076,902.54
Expenditures:	308,349.38	300,592.30	4,262,369.20
Net Income:	84,533.42	30,269.07	1,185,466.66-

**CLERK OF COUNCIL REPORT  
MARCH 2025**

**COMMITTEE MEETINGS**

**Planning Commission**

*Regular Meeting 03/05/25:* 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.

**Board of Zoning Appeals**

*Regular Meeting 03/10/25:* 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 Meeting**

*Work Session 03/12/25:* Attend work session; prepare and post minutes to Town website

*Regular Meeting 03/12/25:* 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.

**Quorums:** Confirm meetings and cancellations with board members

**TOWN WEBSITE DESIGN AND CONTENT MANAGEMENT AND FACEBOOK ADMINISTRATOR**

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.

Create content and/or design for posting on Facebook with links to Town Website; share links to community news and events; and monitor feedback.

**FREEDOM OF INFORMATION ACT**

Receive, review and respond to three (3) FOIA requests

**BANNERS**

Amherst County Day - Prepare VDOT permit application; receive permit from VDOT

Rotary Club Pancake Day – Prepare VDOT application; receive permit from VDOT

**OTHER:**

- Convert and post audio recording of meeting to website
- Prepare/draft numerous legal ads and notices of public hearings and vacancies; post ads to newspaper portal; post notices to website
- Format Parking Ordinance
- Design and order door hangers re water leak detection
- Order business cards
- Purchase, prepare and set up food for Town Council work session
- Miscellaneous phone calls, correspondence; miscellaneous research.
- Prepare miscellaneous purchase orders.

Town of Amherst Committees Report– March 31, 2025 - See Attached.

## Town of Amherst Committees as of March 31, 2025

Appointed/Term Expires

**TOWN COUNCIL**

D. Dwayne Tuggle, Mayor	01/01/23	12/31/26
Kenneth S. Watts	01/01/25	12/31/28
Michael Driskill	01/01/25	12/31/28
Jarod S. Martin	01/01/25	12/31/28
Andra A. Higginbotham	01/01/23	12/31/26
Janice N. Wheaton	01/01/23	12/31/26

**PLANNING COMMISSION**

June Driskill, Chairperson	07/01/24	06/30/28
Janice Wheaton	01/01/25	12/31/26 (TC rep)
William Jones	07/01/23	06/30/27
Veda Butcher	05/10/23	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**

R.A. "Tony" Robertson - Chairperson	09/01/23	08/31/28
June Driskill	11/13/20	08/31/25
<del>Teresa Tatlock</del>	<del>11/11/21</del>	<del>08/31/26</del> Vacant
Shannan C. Carter	09/01/22	08/31/27
Jason David Eagle	09/01/24	08/31/29

**ECONOMIC DEVELOPMENT AUTHORITY**

Sharon Watts Turner - Chairperson	07/01/22	06/30/26
Clifford Hart	07/01/23	06/30/27
Jaynene Stewart Casey	09/11/24	06/30/25
Steven A. Jefferson	07/01/24	06/30/28
Manly Rucker	07/01/21	06/30/25
Mark Milhous	08/18/22	08/31/26
Harold O. Thomas, Jr.	04/10/24	04/31/28

**PROPERTY MAINTENANCE INVESTIGATION BOARD**

C. Manly Rucker, III	07/01/24	06/30/28
Bessie H. Kirkwood	07/01/22	06/30/26
Glenda Hash	07/01/24	06/30/28

**CENTRAL VIRGINIA PLANNING COMMISSION/MPO**

D. Dwayne Tuggle	01/01/25	12/31/26
Sara McGuffin	01/01/25	12/31/26

Appointed/Term Expires

**CENTRAL VIRGINIA TRANSPORTATION COUNCIL (MPO)**

D. Dwayne Tuggle	01/01/25	12/31/26
Sara E. McGuffin	01/01/25	12/31/26

Appointed/Term Expires

**STANDING COUNCIL COMMITTEES 01/01/25 12/31/26**

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 MARCH 2025**

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

For many months, the progress of the Sludge Centrifuge at Rutledge Creek wastewater treatment plant has been reported on and thus so talked about. Plant staff is now segueing into the process, process control, and production of the facility's final sludge production.

When in the middle of the construction of the centrifuge project, staff had to call on the Council for approval of funds to remove sludge from the facility and transport it to the city of Lynchburg. As we entered into 2025, the start-up hiccups were taken care of, and WWTP Staff began drying sludge consistently out of Digester #1. Seen below is a picture of the corner of Digester #1. The ledge of sludge that can be seen suspended on the side wall was the original level of sludge in the tank. Since January 1, 2025, staff has processed 385,011 gallons of sludge through the centrifuge at an estimated rate of 47.96 gallons per minute.





# TOWN OF AMHERST



## Maintenance Department

173 Industrial Park Drive, Amherst, Virginia 24521  
PHONE: (434) 665-0604 FAX: (434) 946-2087

### March 2025 Monthly Report

- Maintenance staff completed fire hydrant inspections for this year.
- Completed fire hydrant flow testing.
- Installed a new water meter connection and sewer connection for a new residence on Union Hill Road.
- Installed new backflushing system at river intake pumping station.
- Refinished old traffic light.
- Working on removing dirt from the old mill park.
- Cleaned up, replumbed, and got fountain up and going.
- Serviced lawn equipment in preparation for the grass cutting season.
- Had the window replaced at town hall.
- Hung banner for Amherst day.
- Working with Allison on identifying galvanized and lead piping withing the town's distribution system.
- Staff have been doing a great job cleaning and reorganizing the maintenance shop.
- Mr. Cundiff has been working hard to stay on top of the new meter replacement project.
- Relocated a water meter on West Court Street so that VDOT could keep the ditch clear without damaging the meter.
- We have been working with VRWA on locating leaks within the town's distribution system, no leaks have been found.
- Removed a tree that had been damaged by wind at Waugh's Ferry Tank site.
- Working with the garden club on upcoming projects.
- Serviced 2 trucks from the fleet.
- Orkin came out and treated Town Hall for termites and we have a contractor scheduled to come out and repair the damage.
- Replumbed the chemical pumps for sodium hypochlorite at the water treatment plant.
- Used the Sewer Jetter to clear lines at 4 different locations.
- Staff have spent a good amount of time setting up and learning how to use online management software and working towards digitalizing documents.
- Mr. Falls and Mr. Johnson attended a class to renew their pesticide license.
- Continue to mark VA-811 tickets.

There have been a lot of changes in the maintenance department over the past couple of weeks with two employees retiring and other employees stepping into new positions. I think that staff has done a really good job adjusting to the changes and staying on top of getting the work done.

Here are some Pictures for your enjoyment!

Maintenance staff were lucky enough to come across this gem, which is Mr. Williams' ID badge from 2000.



Staff decided to hang the new/old stop light in the maintenance shop until the decision is made for a permanent home.



Fire hydrants being serviced and flow tested.

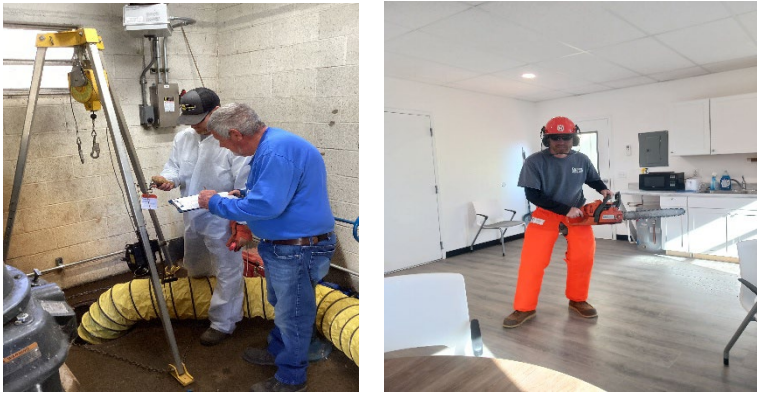




Maintenance shop cleaning and remodeling.



Safety First!! With Mark and Joe going over a confined space entry and Joe trying out some new personal protection equipment.



Landon cleaning out the meter box at Amherst Elementary School.



**Town of Amherst Planning Commission  
Minutes  
April 2, 2025**

A meeting of the Town of Amherst Planning Commission was called to order by Chairperson June Driskill on April 2, 2025, 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	Janice Wheaton
P	William Jones	P	John Vandervelde
P	Anne Webster Day	P	Veda Butcher
P	Clifford Hart		

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

The Chair opened the floor for citizen comments.

Sonny Sundaramurthy, Town resident, came forward to speak in opposition of certain sign ordinance proposed changes.

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

Mr. Vandervelde made a motion that was seconded by Ms. Day to approve the minutes of the March 5, 2025, meeting.

There being no discussion, the motion carried 7-0 according to the following:

June Driskill	Aye	Anne Webster Day	Aye
Janice Wheaton	Aye	John Vandervelde	Aye
William Jones	Aye	Veda Butcher	Aye
Clifford Hart	Aye		

The Chair opened a duly advertised public hearing at 7:05 P.M., on the Town of Amherst FY25-26 Capital Improvement Program proposal that identifies acquisition, construction and improvement of town facilities, and acquisition of capital equipment, copies of which were distributed to the Commissioners.

There being no one present who wished to speak on the matter, the public hearing was closed at 7:05 PM.

Mr. Hart made a motion that was seconded by Ms. Day to make a recommendation to Town Council to approve the Town of Amherst FY24-25 Capital Improvement Program proposal, as recommended by staff.

After discussion, the motion carried 7-0 according to the following:

June Driskill	Aye		Anne Webster Day	Aye
Janice Wheaton	Aye		John Vandervelde	Aye
William Jones	Aye		Veda Butcher	Aye
Clifford Hart	Aye			

The Chair opened a duly advertised public hearing at 7:11 P.M., on a request to rezone a portion of Lot 15 (Tax Map No. 95-A-1), consisting of 0.768 acres and generally known as 305 Sunset Drive, Amherst, Virginia which, if approved, rezone the property from A-1 to R-1.

There being no one present who wished to speak on the matter, the public hearing was closed at 7:13 PM.

Mr. Hart made a motion that was seconded by Ms. Day to make a recommendation to Town Council to approve a request to rezone a portion of Lot 15 (Tax Map No. 95-A-1), consisting of 0.768 acres and generally known as 305 Sunset Drive, Amherst, Virginia, from A-1 to R-1, as recommended by staff.

After discussion the motion carried 7-0 according to the following:

June Driskill	Aye		Anne Webster Day	Aye
Janice Wheaton	Aye		John Vandervelde	Aye
William Jones	Aye		Veda Butcher	Aye
Clifford Hart	Aye			

Town Manager McGuffin presented proposed amendments to the sign ordinance. Town Manager McGuffin was directed to make further changes for consideration.

Mr. Vandervelde made a motion that was seconded by Mr. Hart to set a public hearing on the proposed amendments to the sign ordinance at its meeting to be held on May 7, 2025.

After discussion the motion carried 7-0 according to the following:

June Driskill	Aye		Anne Webster Day	Aye
Janice Wheaton	Aye		John Vandervelde	Aye
William Jones	Aye		Veda Butcher	Aye
Clifford Hart	Aye			

Town Manager McGuffin was instructed to add a second citizen comment period at the end of each meeting be added to the Planning Commission's agenda.

There being no further business on motion of Ms. Wheaton, seconded by Mr. Hart, the meeting adjourned at 7:50 PM, according to the following:

June Driskill	Aye		Anne Webster Day	Aye
Janice Wheaton	Aye		John Vandervelde	Aye
William Jones	Aye		Veda Butcher	Aye
Clifford Hart	Aye			

\_\_\_\_\_  
June Driskill, Chairperson

Attest: \_\_\_\_\_

For Approval



## 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:** April 4, 2025  
**Re:** Rotary Peace Pole

---

The local Rotary Club has approached the Town with a request to place a Peace Pole on town-owned property as a symbol of community unity and commitment to peace. Three potential locations have been proposed for consideration:

1. The Mini Park
2. The South Entrance of Town
3. Old Mill Park

It is important to note that the first two locations—the Mini Park and the South Entrance—would require coordination with the Garden Club, as they are actively involved in maintaining those areas.

Town staff respectfully requests Council's permission to work collaboratively with the Rotary Club, the Garden Club, and the Town's maintenance crew to evaluate these locations and determine the most suitable site for the Peace Pole. Once a preferred location is identified, staff will proceed with the necessary arrangements for installation.





# Rotary Peace Poles

## The Significance of Peace Poles



# What Is A Peace Pole?

**A Peace Pole** is a monument that displays the message ***May Peace Prevail On Earth*** in the language of the country where it is placed. It usually displays 3 to 7 additional languages meaningful to the host site. The message is referred to as an **affirmation of peace** and its placement furthers **Rotary's goal of building a culture of peace throughout the world.**

Peace Poles are intended to inspire unity among people of all cultures, ethnicities, and backgrounds. **We recommend a Peace Pole ceremony** to accompany the planting of each pole and **this ceremony can be held annually.** Many prefer the **International Day of Peace, September 21, for such an occasion**

The message ***May Peace Prevail On Earth*** was authored by the late **Masahisa Goi** of Japan after the bombings of Hiroshima and Nagasaki. It is now an international message of peace with over **250,000 Peace Poles in every country in the world,** dedicated as monuments to peace. We welcome you planting your community Peace Pole and we will put it on our [Rotary Peace Poles Map.](#)

Copyright © 2025 Rotary World Peace Pole - All Rights Reserved.

WHAT IS ROTARY  
PEACE VIDEOS  
PEACE PARTNERS  
YOUR PROJECT  
WHY PEACE POLES  
SHARE YOUR PHOTOS  
SHARE YOUR STORY  
PEACE POLES MAP





# 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:** April 4, 2025  
**Re:** Old Mill Park Landscaping and Erosion Control

---

own staff is seeking Council's permission to proceed with a collaborative project between the Town and Amherst County High School to explore options for beautification, landscaping, and erosion control at Old Mill Park.

As Council may recall, a previous proposal from the James River Association aimed to address these goals, but was not accepted due to concerns about the proposed tree density and its impact on the park's usability. We believe that revisiting these objectives with a new approach—one that is more sensitive to the park's current use and its proximity to the high school—offers a meaningful opportunity to engage both students and the community.

Through this collaboration, students at Amherst County High School would develop design options for the park that consider both environmental and aesthetic improvements. These concepts would then be shared with the public through an open house event, allowing citizens to view, discuss, and provide input on the various proposals.

This partnership would not only support the Town's goals for Old Mill Park but also serve as a valuable educational experience for students, encouraging civic engagement and real-world application of their skills.

Staff requests Council's approval to proceed with this collaboration and begin working with the high school faculty and administration to plan the project.



March 24, 2025

Allison Major  
VWP Permit Writer – Water Division  
Commonwealth of Virginia  
Department of Environmental Quality  
1111 East Main Street, Suite 1400  
Richmond, VA 23219  
(VIA E-MAIL TRANSMITTAL)

Re: Draft Virginia Water Permit (VWP)  
Individual Permit No. 24-0598  
Town of Amherst Raw Water Intake  
Amherst County, Virginia

Dear Ms. Major:

This letter is in response to your letter dated March 3, 2025 summarizing our meeting on the same date. Your letter indicated responses to additional information requests were required by April 1, 2025. On behalf of the Town, we offer the following responses to the items raised in your March 3 letter:

## **2A. Additional Information Request**

iii. The Town's proposed changes/amendments to requested water demands

- Explanation of the need and associated justification that would need to be provided to the Department:
  - 9VAC25-210-360
  - 9VAC25-780-100

*The Town's annual water withdrawal for Year 2024 was 155.31 MG per attached Table 1. Water demand continues to increase in the Town, which includes the following considerations:*

- 1. The Town of Amherst is the County seat of Amherst County and is part of the Lynchburg Metropolitan area. The Town, along with the County, saw many years of atypical growth, including population decline, due to the closure of the Central Virginia Training Center. The Center closed finally in 2020, but a DOJ investigation of CVTC and three other training centers undertaken in 2008 led to decreasing populations at CVTC starting in the same time frame as the*

P.O. Box 4119 ■ Lynchburg, Virginia 24502  
Telephone (434) 316-6080 ■ Fax (434) 436-1158

***“Great Recession.” These two challenges together created a set of circumstances that do not represent the overall trajectory of growth and development in the Town or County. To put the CVTC challenge in perspective, CVTC employed 1,600 people in a county whose population was only 32,000 at the time. The loss of the economic activity and jobs at CVTC created a substantial impact of the economic climate in Amherst County, which directly affected the Town’s population growth as well. See the following table for population details for the state and the county:***

<b>TABLE 1: VIRGINIA AND AMHERST COUNTY POPULATION GROWTH AND PERCENT CHANGE, 1900-2020</b>					
Census Year	Virginia		Amherst County		
	Total Population	Percent Change	Total Population	Percent Change	Percent of Virginia Population
1900	1,854,184		17,864		0.96%
1910	2,061,612	11.19%	18,932	5.98%	0.92%
1920	2,309,187	12.01%	19,771	4.43%	0.86%
1930	2,421,851	4.88%	19,020	-3.80%	0.79%
1940	2,677,773	10.57%	20,273	6.59%	0.76%
1950	3,318,680	23.93%	20,332	0.29%	0.61%
1960	3,966,949	19.53%	22,953	12.89%	0.58%
1970	4,651,448	17.26%	26,072	13.59%	0.56%
1980	5,346,797	14.95%	29,122	11.70%	0.54%
1990	6,187,358	15.72%	28,578	-1.87%	0.46%
2000	7,078,515	14.40%	31,894	11.60%	0.45%
2010	8,001,024	13.00%	32,353	1.40%	0.40%
2020	8,631,393	7.9%	31,307	-3.2%	0.36%

***Source: Amherst County Comprehensive Plan***

***At this time, Amherst County and the Town are both seeing significant growth and development- the County has seen several major developments approved and beginning construction in the Madison Heights area, which will add hundreds of new units. In the Town, there are currently four developments in various stages of the development process. These four developments would add approximately 100 townhouses, 24 patio homes, and 60 single family homes. These four proposals are each larger than any development that has occurred in the Town in the last fifteen years. It is clear that the***

*overall demand for residential development in the state and the region has come to Amherst County and the Town. Additionally, the Town has zoned land for residential development that includes land that would allow additional development at higher densities (ten units/acre) of 85 acres without any further zoning approvals and vacant land available for residential development with water and sewer capacity of approximately 500 acres. The Town is a designated Urban Growth Area in the County and Town's Comprehensive Plan.*

- 3. The Town is experiencing commercial and industrial development at the L. Barnes Brockman, Sr. Business and Industrial Park located on U.S. Route 60 East. The park consists of over 140 usable acres divided into 16 commercial and industrial sites. Thirteen sites ranging in size from 2 to 50 acres remain available for occupancy. The largest lot is currently under consideration by a national manufacturer undergoing their due diligence analysis for a \$30 million project that would employ 60 people. The Town ensured that development in the Park would have capacity by constructing water and sewer lines ahead of development and providing additional capacity at both the water and wastewater plants. We need a minimum of 200 MG/year water withdrawal for the next permit cycle. We also request that should the Town exceed the 200 MG/year due to additional growth during the permit cycle, we are allowed a tiered system that would open up additional capacity beyond 200 MG/year upon notice of new economic development within the Park.*
- 4. Sweet Briar College has a contract that allows 5 MG additional water usage above current levels. We anticipate additional demand from the college in the foreseeable future.*
- 5. The Town of Amherst has been constructing a new water distribution network throughout Town from the water treatment plant, to the south end of Town at Ambriar Shopping Center following Main Street. We have also constructed a new water line on US Route 60 west from the round about to Monitor Road in both the Town and Amherst County. Currently under construction is a new water line in a residential community on Sunset Drive in both the Town and Amherst County. We have also applied for funding for improvements in the Huff Creek area, both in the County and the Town. These construction improvements increase the reliability of the water system and will allow for future growth in both the Town and the County. Lines have been oversized to ensure that the capacity to serve new development is already in place and there is substantial interest in new development based upon this already available infrastructure (see note 1).*
- 6. A \$5million, VDH funded upgrade to the water treatment plant was completed in 2024 ensuring an adequate water treatment system for the next 20-30 years.*
- 7. We anticipate water demand growth in the next 15 year water withdrawal permit cycle in the industrial and commercial sectors, college growth, as well as residential growth in both the Town and in Amherst County.*

*The Town estimates 1.5% annual growth in water demand for the 15 year water withdrawal permit cycle. Based on projected growth, the Town requests an annual water withdrawal of 200 MG/year for the 15-year VWP permit term.*

*The maximum daily withdrawal of 1.0 MGD is in line with the design capacity of the Town's water treatment plant and is considered acceptable. We note daily withdrawals on the order of 0.8-0.9 MGD on peak days have been encountered on numerous occasions during the last 15 years as evidenced by the data presented in Table 2. The data in Table 2 also demonstrate that the Town has historically experienced a peak to average day water demand greater than 2.0.*

*It is noted that droughts can last for several months. Typically this occurs in hot weather that equates to peak water demands during that period. To adequately meet water demands during a drought condition, the monthly withdrawal needs to be 31 MG/month, not the 16.99 MG/month withdrawal presented in the draft permit.*

- Discussion included modifying the currently requested withdrawal amounts to account for potential economic development and associated population growth. Further detailed information to be provided to the Department by April 1, 2025.

*This item is addressed by the response provided above.*

**3A. Respond to the Additional Information Request issued on January 27, 2025, by April 1, 2025.**

- Herb White & Justin Curtis requested a 30-day extension (April 1, 2025) to obtain the necessary materials requested for modeling and additional information regarding updates to the Town's proposed withdrawal volumes, and justification information to support the Town's requested water withdrawal volumes.

*Noted. This letter serves as the Town's response.*

- Prior to April 1, 2025, submit DCR reservoir information discussed during the meeting to allow the Department to begin constructing Mill Creek Reservoir within the modeled scenarios.

*This item is complete. Record drawings for the Mill Creek Reservoir (Dam No. 4A) and a 1998 watershed study discussing the reservoir were submitted to DEQ via e-mail on March 3, 2025. In addition, we submitted the Hazard Classification Report, primary spillway inspection report from DCR files for the Mill Creek Reservoir.*

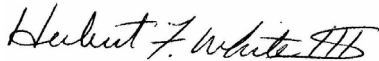
**Permit Request:**

Based upon 1.5% growth projections, which would accommodate typical residential growth, Sweet Briar College's full usage by contract, and small scale ancillary commercial development, the Town requests a permit with a year maximum withdrawal of 200 MG/year. We also request a monthly amount of 31 MG/month and daily amount of 1MGD to accommodate higher demand periods. These higher demands occur as a result of increased demand from schools and Sweet Briar College from school year starts and stops, fire protection, and weather related demands. Additional tiered capacity is requested in the permit to accommodate any development that occurs in Brockman Park above the requested 200 MG/year. These tiers would accommodate new economic development projects, balancing the need for water resource management and economic development. These tiers would be opened via notification to DEQ of a new development in Brockman Park, at the point of actual construction, based upon the need of the new use, not to exceed the Town's current permitted capacity at the Water Treatment Plan.

We trust this information meets with your approval. We remain available to discuss this matter further upon request.

Sincerely,

WW Associates, Inc.



Herbert F. White III, P.E.  
President

cc: Sara McGuffin – Town of Amherst (via e-mail)