

AMHERST TOWN COUNCIL

AGENDA

Tuesday, May 12, 2026

Worksession 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. **Worksession: Update on Park Planning and Survey Process** – *Staff will present a proposed process and initial survey information for the new park master planning process.*
- C. **Recess for Dinner- 6:15 p.m.**
- D. **Call to Order for the Town Council– 7:00 p.m. - Mayor Tuggle**
- E. **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.*
- F. **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.*
- G. **Public Hearings and Presentations**
 - 1. **James River Association and Amherst County Library (Pgs. 1-2)-** *Representatives of the James River Association and Jacob Etter, Amherst County Library Director, will be present to introduce concepts for their “Greening the Library” project. This grant funded project will add additional landscaping to the library.*
 - 2. **Proclamation for Amherst County Museum’s 50th Anniversary (Pg. 3)-** *The Amherst County Museum is celebrating 50 years of service to the community. A proclamation has been prepared in recognition and celebration of their service to the community.*
- H. **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.*
- I. **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. 4-16)** – *Draft of the April 8, 2026, workshop and regular meeting minutes are attached. Please let Vicki Hunt know of any concerns by Wednesday morning so that any needed corrections can be presented at the meeting.*
 - 2. **Check approval (Pgs. 17-27)-** *The check register for the month of April 2026 is attached. Please let Patty Martin know if you have any concerns by Wednesday morning so any needed documentation will be available at the meeting. All invoices will be available for review.*

J. Correspondence and Reports

1. Staff Reports (Pgs. 28-88)

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

2. Other Reports (Pgs. 89-95)

- a. Planning Commission- *met May 6, 2026, minutes attached*
- b. Economic Development Authority- *met May 4, 2026, minutes attached.*
- c. Robert E. Lee SWCD- *meeting held March 26, 2026, minutes attached*

K. Discussion Items

- 1. Discussion: FY 2027 Budget (Pgs. 96-160)** *Sara McGuffin- Council has held their public hearing on the budget and it is slated for adoption at this meeting. The packet contains the complete budget proposal and the budget ordinance for adoption. The utilities policy includes draft language that addresses antenna replacement on the water meters that will be paid by customers after the first replacement.*
- 2. Discussion: Inoperable Vehicles (Pgs. 161-167)** *Sara McGuffin and Chief Ryan Watts- Staff has received complaints regarding inoperable vehicles on the public right of way. Our current Code addresses inoperable vehicles on private property, but not on the road. Staff seeks direction from Council regarding adding this to our current Code. Additionally, Councilor Sundaramurthy has suggested revising the Inoperable Vehicles sections in Chapters 20 and 24 to improve consistency. Attached is the current codes and his suggested language.*
- 3. Set Public Hearing: FY 2026 Budget Amendment (Pg. 168)** *Patty Martin- State Code requires a budget amendment when expenditures exceed 1% over budgeted amounts. The purchase of the Town car and the land for the park creates an exceedance. Staff requests that the Council set a public hearing for your June meeting.*
- 4. Set Public Hearing: Council Requested Business Friendliness Amendments (Pgs. 169-179)** *Sara McGuffin- The Planning Commission has completed their review of the proposed amendments and sends a recommendation to Council for action. Staff requests that the Council set a public hearing for these amendments for the June meeting.*
- 5. Council Appointments:** *Sara McGuffin- The Council has the following positions that require recommendation, appointment, or reappointment.*
 - *Board of Zoning Appeals, completion of term to August 31, 2029, advertised, no applications*
 - *Economic Development Authority, Sharon W. Turner's term ends June 30. She is willing to serve again.*
 - *Planning Commission, John Vandervelde's term expires on June 30. He has declined to serve again. Staff will advertise for the vacancy.*
 - *Property Maintenance Investigation Board, Bessie Kirkwood's term expires on June 30. She has declined to serve again. Staff will advertise this vacancy.*

L. Matters from Staff

M. Citizen Comments

N. Matters from Town Council

O. Anticipated Town Council Agenda Items for Next Month

P. Adjournment

Greening Amherst County Public Libraries

IMPROVING THE HEALTH OF THE JAMES RIVER BY REDUCING STORMWATER POLLUTION

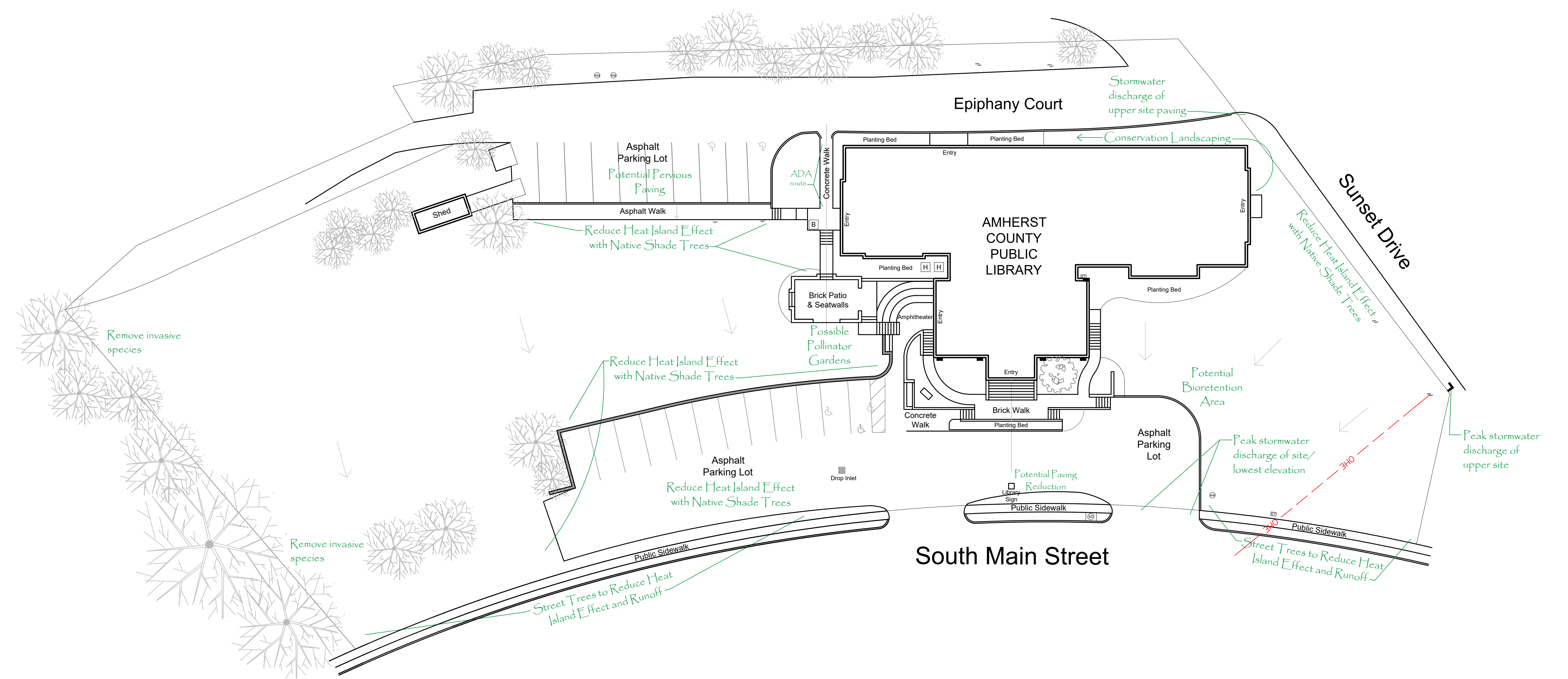
Amherst Branch Library

382 South Main Street, Amherst VA, 24521

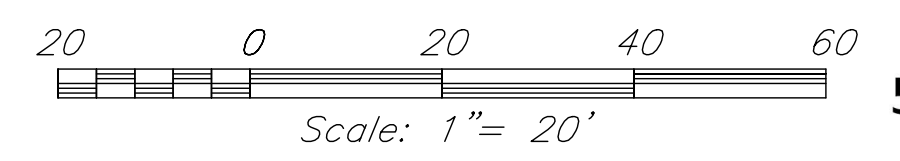
LEGEND

- ⊗ GAS METER
- ⊗ GAS VALVE
- SIGN
- ⊗ WATER METER
- ⊗ ADA PARKING
- ⊗ TELECOM
- ~ UTILITY POLE
- ⊗ CLEAN OUT
- ⊗ HVAC UNITS
- ⊗ BOLLARD
- ⊗ STORM DRAIN
- ⊗ BOOK DROP
- DOWNSPOUT LOCATIONS

Existing Trees & Shrubs To Be Preserved:



Existing Conditions & Site Analysis



Date: 5-12-26 Sheet 1 of 2


Greening Amherst County Public Libraries

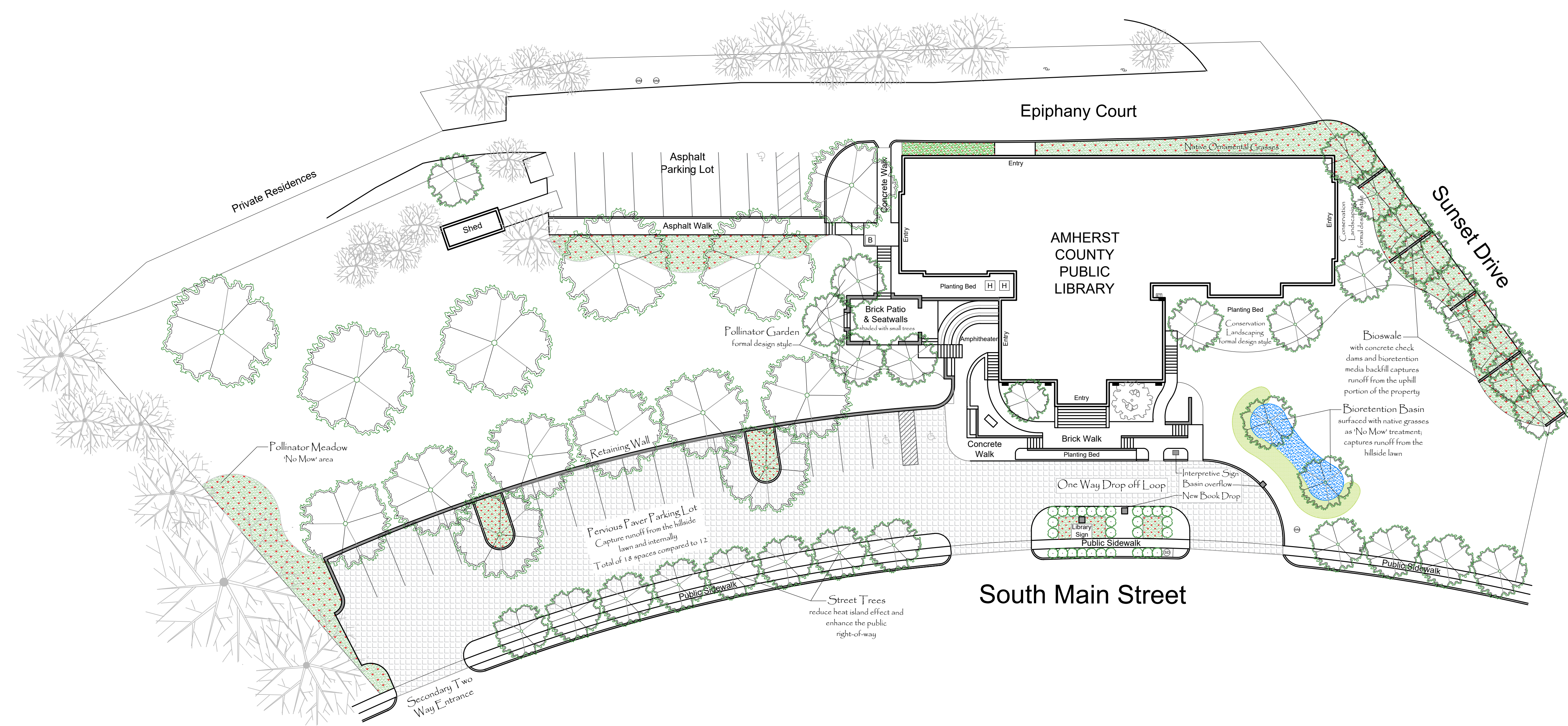
IMPROVING THE HEALTH OF THE JAMES RIVER BY REDUCING STORMWATER POLLUTION

Amherst Branch Library

382 South Main Street, Amherst VA, 24521

LEGEND

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- Existing Trees & Shrubs To Be Preserved:
- 

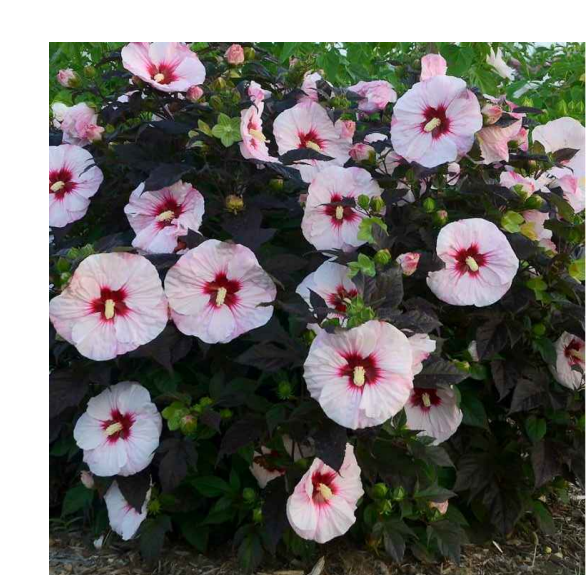


Bioswales filter and slow stormwater leaving the site



Interpretive signs educate through the explanation of the function and value of stormwater management and use of native plants

The pervious paver parking lot will capture and infiltrate stormwater runoff and any carried pollutants



A diverse palette of native plants provide habitat for wildlife and other ecosystem services while creating colorful and inspiring gardens for the community

Proclamation
of the
Town Council of the Town of Amherst

WHEREAS, on October 2, 1974, a group of individuals led by Sweet Briar College graduate and local resident Sherrie Snead McLeRoy met to make plans for a museum of Amherst’s history; and

WHEREAS, in March 1976, the Amherst County Historical Museum was incorporated, opening to the public in the Old Jail on May 30, 1976, with Sherrie Snead McLeRoy as founding Director and a governing Executive Board; and

WHEREAS, in 1987, with the assistance of the Amherst Woman’s Club, the Kearfott-Wood House at 154 South Main Street was purchased. Renovations were undertaken to accommodate growing collections, archives, exhibits, and programming, with the facility opening to the public on June 7, 1992; and

WHEREAS, in April 1998 the Museum Board voted to change the name to the Amherst County Museum and Historical Society; and

WHEREAS, the Amherst County Museum and Historical Society has continued to grow by effectively promoting its mission to discover, collect, and preserve objects related to the history and genealogy of Amherst, and to exhibit and interpret those collections to provide educational experiences for people of all ages; and

WHEREAS, the Museum and Historical Society has consistently valued and honored the Town’s history, treasured landmarks, and the genealogy of the people who have lived in the Town of Amherst; and

WHEREAS, the citizens of the Town of Amherst are grateful for the Museum’s fifty years of hard work and dedication to preserving the past and telling Amherst’s stories; and

WHEREAS, on May 20, 2026, Amherst residents will gather at the Amherst County Museum and Historical Society to celebrate its fiftieth year of dedication to collecting and preserving the history and genealogy of Amherst; and

NOW, THEREFORE, BE IT RESOLVED that the Town Council of the Town of Amherst hereby recognizes the fifty years of service and dedication by the Amherst County Museum and Historical Society and calls this observance to the attention of all citizens; and

BE IT FURTHER RESOLVED that the Town Council of the Town of Amherst hereby proclaims that the Amherst County Museum and Historical Society is a crucial collector and guardian of local history, and calls upon all citizens, community agencies, faith groups, medical facilities, and businesses to support and advance the Museum’s mission; and

BE IT FURTHER RESOLVED that the Clerk of the Council of the Town of Amherst is ordered to deliver an original copy of this Proclamation to the Amherst County Museum and Historical Society and to spread this Proclamation upon the minute books of the Town Council of the Town of Amherst as a tribute to a Good Neighbor and a Friend of the Town of Amherst.

Adopted 13th day of May 2026.

D. Dwayne Tuggle, Mayor

Attest:

Clerk of Council

Mayor D. Dwayne Tuggle called a work session of the Amherst Town Council to order on April 8, 2026, at 5:00 P.M., in the Council Chambers of the Town Hall at 174 S. Main Street, Amherst, Virginia.

It was noted that a quorum was present as follows:

P	D. Dwayne Tuggle	P	Michael Driskill
A	Janice N. Wheaton	A	Kenneth S. Watts
P	Jared S. Martin	P	Sonny Sundaramurthy

Also present were the following staff members.

Sara E. McGuffin	Town Manager	Gary Williams	Director of Plants
Patricia Martin	Treasurer	Becky Cash	Water/Wastewater Operator
Kelley Kemp	Town Attorney	Buddy Smith	Maintenance Supervisor
Vicki K. Hunt	Clerk of Council		

The purpose of the work session was to discuss the Pedestrian Improvement Study for the Town of Amherst conducted by EPR, PC, under contract for the Virginia Department of Transportation.

Amanda Poncy, Senior Planner, EPR, PC, updated Council on the Smart SCALE study and funding process for improvements for pedestrian access in the Town of Amherst focusing on Second Street, the traffic circle and crosswalks on North Main Street.

Also present for comments and questions were Lynette Wuensch, Principal Civil Engineer, EPR, PC, Brian Casto, Engineering Manager, Virginia Department of Transportation, and Kelli Rowan, Planning Director, Virginia Department of Transportation.

Town Council will be asked to adopt a resolution in support of the Smart Scale application for pedestrian improvements. If approved, a request will be made to the Amherst County Board of Supervisors to adopt a similar resolution.

No action was taken, and the matter was deferred to the April 8, 2026, regular meeting.

There being no further business, at 5:43 p.m. the meeting recessed until April 8, 2026, 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 April 8, 2026, at 7:00 P.M. in the Council Chambers of the Town Hall at 174 S. Main Street.

It was noted that a quorum was present as follows:

P	D. Dwayne Tuggle	P	Michael Driskill
A	Janice N. Wheaton	A	Kenneth S. Watts
P	Jared S. Martin	P	Sonny Sundaramurthy

Also present were the following staff members:

Sara E. McGuffin	Town Manager	Dante Robinson	Police Captain
Vicki Hunt	Clerk of Council	Becky Cash	Water/Wastewater Operator
Patty Martin	Treasurer	Gary Williams	Director of Plants
Kelley Kemp	Town Attorney		

Recitation of the Pledge of Allegiance to the Flag was followed by an invocation given by Sonny Sundaramurthy.

Town Manager McGuffin gave a report on a request from Tobey Thurston, Festival Director of the Annual Apple Harvest Festival to close Lancer Lane during the festival event on October 17 - 18, 2026. If approved, the Festival Director of the event will make application to VDOT for the road closure permit and supply the Town with a copy of the approved permit. Staff recommended approval of the request.

A motion was made by Mr. Driskill and seconded by Mr. Martin to approve the request to close Lancer Lane for the Annual Apple Harvest Festival during the event on October 17-18, 2026, as recommended by staff.

There being no discussion, the motion carried 3-0 as follows:

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

Town Manager McGuffin gave a report on the development of the FY26/27 Proposed Budget. Copies of the proposed budget were distributed to Council members for review and were included in the meeting agenda. By state code the budget cannot be adopted at the same meeting as the public hearing.

Mayor Tuggle opened a duly advertised public hearing at 7:03 p.m. on the Town's FY26/27 Proposed Budget.

There being no one present in person or otherwise who wished to speak on the budget matter, the public hearing closed at 7:03 P.M.

No action was taken and the matter was deferred to the May 13, 2026, Council meeting.

Town Manager McGuffin gave a report on the Town's FY26/27 Capital Improvement Program proposal that identifies acquisition, construction and improvement of town facilities, and acquisition of capital equipment. The Planning Commission held its public hearing on the matter on March 4, 2026, at which time the Commission voted 7-0 to recommend approval. Staff recommended adoption of the proposed FY26/27 Capital Improvement Program.

Mayor Tuggle opened a duly advertised public hearing at 7:05 p.m. on the proposed Town's FY26/27 Capital Improvement Program.

There being no one present in person or otherwise who wished to speak on the budget matter, the public hearing closed at 7:05 P.M.

Mr. Martin made a motion that was seconded by Mr. Driskill to approve the proposed Town of Amherst FY26-27 Capital Improvement Program, as recommended by the Planning Commission and staff.

There being no discussion, the motion carried 3-0 via the roll call method as follows:

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

A copy of the FY26-27 Capital Improvement Program is attached hereto and made a part of these minutes.

Town Manager McGuffin gave a report on an application submitted by Jim Beck and Kathy Beck to rezone the vacant lot located near the traffic circle (TM #96A4-A172) from B-2 to CBD which, if approved, would reduce the front setback on the lot to allow better development of an ice cream shop. The Planning Commission held its public hearing on the matter on March 4, 2026, at which time the Commission voted 7-0 to recommend approval.

Jim and Kathy Beck were present to comment and answer questions.

Mayor Tuggle opened a duly advertised public hearing at 7:07 p.m. on the rezoning request submitted by Jim Beck and Kathy Beck.

There being no one present in person or otherwise who wished to speak on the matter, the public hearing closed at 7:07 P.M.

Mr. Sundaramurthy made a motion that was seconded by Mr. Driskill to approve the application submitted by Jim Beck and Kathy Beck to rezone the vacant lot located near the traffic circle (TM #96A4-A172) from B-2 to CBD, as recommended by the Planning Commission.

There being no discussion, the motion carried 3-0 via the roll call method as follows:

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

Town Manager McGuffin gave a report on an application for a special use permit submitted by Dan Summers, on behalf of DKKR LLC, for the property located at 488 South Main Street, Amherst, Virginia (TM #95A-56), zoned B-2, which, if approved, would allow the operation of a warehouse/distribution center for food and goods serving local stores. The Planning Commission held its public hearing on the matter on March 4, 2026, at which time the Commission voted 7-0 to recommend approval with conditions.

Mayor Tuggle opened a duly advertised public hearing at 7:09 p.m. on the request to rezone.

There being no one present in person or otherwise who wished to speak on the matter, the public hearing closed at 7:09 P.M.

Mr. Driskill made a motion that was seconded by Mr. Sundaramurthy to approve the special use permit submitted by Dan Summers, on behalf of DKKR, LLC, for property located at 488 South Main Street, Amherst, VA (TM #95A-56), as recommended by the Planning Commission.

There being no discussion, the motion carried 2-0-1 via the roll call method as follows:

D. Dwayne Tuggle		Kenneth S. Watts	Absent	
Janice N. Wheaton	Absent	Michael Driskill	Aye	
Jared S. Martin	Abstain	Sonny Sundaramurthy	Aye	

Town Manager McGuffin gave a report on a proposed amendment to Town Code Sec. 24-467. Minimum yard requirements, that would address front setbacks for non-conforming structures throughout the Town. The Planning Commission held its public hearing on the matter on March 4, 2026, at which time the Commission voted 6-1 to recommend approval.

Mayor Tuggle opened a duly advertised public hearing at 7:12 p.m. on the proposed amendment to Town Code Sec. 24-467. Minimum yard requirements.

There being no one present in person or otherwise who wished to speak on the matter, the public hearing closed at 7:12 P.M.

Mr. Sundaramurthy made a motion that was seconded by Mr. Martin to adopt the proposed amendment to Town Code Sec. 24-467. Minimum yard requirements, that would address front setbacks for non-conforming structures throughout the Town, as recommended by the Planning Commission.

After discussion, the motion carried 3-0 via the roll call method as follows:

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

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

Mayor Tuggle opened the floor to citizen comments.

There being no individuals listed on the citizen comment sign-in sheet, and no one else requesting to speak, no public comments were made.

Mr. Driskill made a motion that was seconded by Mr. Sundaramurthy to approve the minutes of the March 11, 2026, the March 11, 2026, regular session, and the March 18, 2026, work session, as presented by staff.

There being no discussion, the motion carried 3-0 as follows:

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

Mr. Sundaramurthy made a motion that was seconded by Mr. Martin to approve the check registry for the month of March 2026, as presented by staff.

There being no discussion, the motion carried 3-0 as follows:

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

Kelly Hitchcock, Central Virginia Transportation Planning Commission Deputy Director of Planning, gave a presentation on the Central Virginia Safety Action Plan – Safe Streets for All. The Central Virginia Planning District Commission (CVPDC), in collaboration with the Central Virginia Transportation Planning Organization (CVTPO), developed this grant-funded transportation safety initiative with the goal to reduce roadway fatalities and serious injuries across our region’s roadways by fifty (50) percent by 2045. A resolution in support of the plan was requested and staff recommended adoption of the resolution.

Mr. Driskill made a motion that was seconded by Mr. Sundaramurthy to adopt the Resolution of the Town of Amherst Town Council Expressing Support for a Smart Scale Grant in the Town of Amherst, as recommended by staff.

There being no discussion, the motion carried 3-0 via the roll call method as follows:

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

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

Town Manager McGuffin presented a report for support of the Town’s Smart Scale application for pedestrian improvements. Staff recommended that Council adopt a resolution supporting the application.

Mr. Sundaramurthy made a motion that was seconded by Mr. Driskill to adopt the Resolution in Support for Smart Scale Application for Pedestrian Improvements, as recommended by staff.

After discussion, the motion carried 3-0 via the roll call method as follows:

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

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

As part of the Town’s efforts to enhance the new park on North Main Street, Mayor Tuggle proposed that the Town conduct a “Name the Park” contest. Staff will develop a survey to solicit name suggestions, which will be promoted on the Town’s website and Facebook page beginning May 1, 2026. Council will review the submissions and narrow them to five finalists at its June work session. Following this, citizens will be invited to vote on their preferred park name from the selected finalists.

Mr. Sundaramurthy made a motion that was seconded by Mr. Driskill to proceed with the “Name the Park” contest.

There being no discussion, the motion carried 3-0 as follows:

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

Mayor Tuggle reported that he and Town Manager McGuffin have been invited to speak at the “Small Towns” conference on Manager-Mayor-Council relationships being held from May 13–15. Council was asked to reschedule its May meeting on May 12, 2026, to accommodate this conference.

Mr. Driskill made a motion that was seconded by Mr. Sundaramurthy to reschedule the May meeting to May 12, 2026.

There being no discussion, the motion carried 3-0 as follows:

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

Mayor Tuggle opened the floor to citizen comments.

There being no individuals listed on the citizen comment sign-in sheet, and no one else requesting to speak, no public comments were made.

There being no further business, on motion of Mr. Driskill and seconded by Mr. Sundaramurthy, at 7:27 p.m. the meeting adjourned until May 13, 2026, at 7:00 p.m.

The motion carried 3-0 as follows:

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

D. Dwayne Tuggle, Mayor

ATTEST: _____
Clerk of Council

TOWN OF AMHERST
CAPITAL IMPROVEMENT PROGRAM FY26-27

Project Description & Ranking	CIP Committee Evaluation	Planning Commission Ranking	Total Estimated Cost	2026-2027	2027-2028	2028-2029	2029-2030	2030-2031	Recommended Sources of Funds
Police									
Police Ford Interceptor	19		67,030.00	-		67,030.00			General Fund
Tasers-Reoccurring	21		40,318.30	40,318.30	5,000.00	5,000.00	5,000.00	5,000.00	General Fund
Toughbooks-Reoccurring	20		27,929.94				27,929.94		General Fund
Dash & Body Camera-New	21		90,000.00		90,000.00				General Fund
Plants									
Raw Influent Pumps (3)	21		58,638.30	19,546.10	19,546.10	19,546.10			Wastewater
WWTP Digester Blower/Motor (2)	15		50,009.94		25,004.97	25,004.97			Wastewater
WWTP Security Cameras-New	18		19,326.12					19,326.12	Wastewater
WTP Security Cameras-New	18		19,326.12					19,326.12	Water Fund
Waste Sludge Flow Meter, Influent Flow Meter, Effluent Sludge Flow Meter, Effluent Flow Meter	19		48,082.00	48,082.00					Wastewater and V
Plants Roof Repair	17		15,986.00	15,986.00					Wastewater
Tank and clearwell cleaning - interior	21		17,000.00		17,000.00				Water Fund
Cleaning Outside of Tanks	14		21,600.00					21,600.00	Water Fund
WW AC and Heat Repair	15		10,800.00					10,800.00	Wastewater
Maintenance									
Half Ton Pick-up	15		44,414.30	44,414.30					All Funds
Metal Structure	14		55,000.00		-	55,000.00			All Funds
Reseal Town Hall lot	15		8,000.00	8,000.00					All Funds
Pave Police lot	15		28,750.00	28,750.00					
Dog Park Road Maintenance	18		65,000.00			18,200.00	18,200.00	47,000.00	All Funds
Town Hall/Finance									
Park Master Plan	15		40,000.00	40,000.00					General Fund
Water Line Replacements									
Replace Author Court W/L			200,000.00		200,000.00				Grant and Water
Christian Springs Replacement			3,150,000.00			3,150,000.00			Grant and Water
Second Street Replacement			2,000,000.00				2,000,000.00		
Waugh's Ferry Road Replacement			3,000,000.00			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
Water Compliance									
Well Study and Three Wells	14		375,000.00				75,000.00	300,000.00	Grant and Water
Compliance With Water Withdrawal	15		120,000.00	120,000.00					Water Fund
			TOTAL	10,687,027.02	365,096.70	356,551.07	6,339,781.07	2,126,129.94	3,823,052.24



MOTION: Sonny Sundaramurthy
SECOND: Jared Martin

Regular Meeting
April 8, 2026
Ord. No. 260408

ORDINANCE OF THE TOWN OF AMHERST

AN ORDINANCE AMENDING THE TOWN OF AMHERST CODE OF ORDINANCES CHAPTER 24 – ZONING AND SUBDIVISIONS, ARTICLE VIII - SUPPLEMENTAL ZONING REGULATIONS, SEC. 24-467 - MINIMUM YARD REQUIREMENTS ADDRESSING SET-BACKS FOR NON-CONFORMING STRUCTURES

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

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

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

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

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

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

Sec. 24-467. Minimum yard requirements.

- (a) Within the district herein defined, the following minimum yard requirements shall apply:

	<i>Front Yard Setback (e)</i>	<i>Corner Lot</i>	<i>Other Lots</i>	<i>Rear Yard Setback</i>
A-1 Agricultural	50'	15'	15'	25'
R-1 Limited Residential	60'	20'	15'	35'
R-2 General Residential	50'	15'	10'	35'
T-1 Transitional Use Zone	50'	(b)	(b)	35'
R-3 High Density Res.	30'	15'	15'	35'
R-4 Manufactured Home	30'	15'	15'	35'
B-1 Light Commercial	50'	(c)	(c)	(c)
CBD Central Business District	None	(c)	(c)	(c)
B-2 General Commercial	50'	(c)	(c)	(c)
E-1 Business Park	50'	(c)	(c)	(c)
M-1 Industrial	50'	(c)	(c)	(c)

- (b) The minimum side yard shall be 15 feet on corner lots and ten feet on other lots, except that no building or structure shall be erected within 25 feet of a residentially zoned lot.
- (c) No minimum requirement except that no building or structure shall be erected within 25 feet of a residentially zoned lot.
- (d) The front yard setback requirement for any lot in the A-1 Agricultural District, R-1 Limited Residential District, R-2 General Residential District, R-3 High-Density Residential District, or R-4 Manufactured Home District shall be reduced when 50 percent or more of the building lots on the same side of the street within the same block are improved with buildings, and no building on that same side of the street within the same block shall be required to have a front yard setback greater than the average front yard setback of the existing buildings on the same side of the street. However, when there are buildings on the lots on both sides of the lot, the required front yard setback for that lot shall not be greater than the average of the front yard setbacks of the buildings on such adjacent lots. The sideline of a building on a corner lot shall not be a factor in these calculations. For the purposes of this section, the term "block" shall be defined as the area between the next adjacent street intersection or 500 feet of the lot in question, whichever is less, on both sides of the lot in question. A property owner shall be responsible for providing the appropriate documentation to support the reduction in front yard setback requirement prior to issuance of a zoning certificate.
- (e) **Front yard setbacks in any district may be reduced to the setback of any existing legally non-conforming structure on the same lot, an abutting lot, or within 200 feet on the same side of the street as the proposed structure.**

(Zoning Ord. 2003, § 18.1-804)

Note—Refer to section 24-11(b)(2) for language regarding setback requirements for destroyed buildings.

This ordinance is effective May 8, 2026.

This ordinance was adopted on April 8, 2026.

D. Dwayne Tuggle, Mayor

ATTEST:

Clerk of the Council

TOWN COUNCIL OF THE TOWN OF AMHERST

MOTION: Michael Driskill
SECOND: Sonny Sundaramurthy

Wednesday, April 8, 2026
Regular Meeting
Resolution No: 26-04-8A

RESOLUTION OF THE AMHERST TOWN COUNCIL EXPRESSING SUPPORT FOR THE CENTRAL VIRGINIA SAFETY ACTION PLAN – SAFE STREETS FOR ALL

WHEREAS, the Town of Amherst supports improving safety for all users along its roadways; and

WHEREAS, there was 1 fatality and 6 people were seriously injured in crashes that took place in the Town of Amherst between 2018 and 2023; and

WHEREAS, 220 people were killed and 1,680 people were seriously injured in crashes in our Central Virginia planning region between 2018 and 2023; and

WHEREAS reducing or eliminating roadway fatalities and serious injuries requires a collaborative approach that recognizes humans make mistakes, that death and serious injury along the region’s roadways is unacceptable, and that taking proactive measures to advance safety can have positive impacts on increasing safety; and

WHEREAS, the U.S. Department of Transportation has the Safe Streets and Roads for All (SS4A) program; and

WHEREAS, the Virginia Strategic Highway Safety Plan (SHSP) sets a vision of zero deaths and serious injuries and a goal to reduce roadway fatalities and serious injuries by half by 2045; and

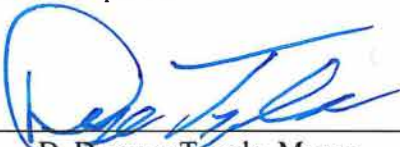
WHEREAS, the *Central Virginia Safety Action Plan – Safe Streets for All* was developed through a comprehensive stakeholder participation and data-driven evaluation to advance programs and projects to improve safety along the region’s roadways for all users, and

WHEREAS, the Central Virginia Planning District Commission (CVPDC) and the Central Virginia Transportation Planning Organization (CVTPO) on November 20, 2025 adopted the regional safety plan and the goal to reduce serious and fatal accidents by fifty (50) percent by 2045.

NOW THEREFORE, BE IT RESOLVED that the Town of Amherst does hereby adopt the *Central Virginia Safety Action Plan – Safe Streets for All* and supports the goal to reduce roadway fatalities and serious injuries along our region’s roadways by fifty (50) percent by 2045.

This Resolution shall become effective upon its adoption.

Adopted this 8th day of April 2026.



D. Dwayne Tuggle, Mayor

ATTEST:



Clerk of Council

TOWN COUNCIL OF THE TOWN OF AMHERST

MOTION: Sonny Sundaramurthy
SECOND: Michael Driskill

Wednesday, April 8, 2026
Regular Meeting
Resolution No: 26-04-08B

RESOLUTION OF THE AMHERST TOWN COUNCIL EXPRESSING SUPPORT FOR A SMART SCALE GRANT IN THE TOWN OF AMHERST

WHEREAS, the Smart Scale program directs the Commonwealth Transportation Board (CTB) to develop and use a prioritization process to select transportation projects to be funded for both urban and rural communities throughout the Commonwealth; and

WHEREAS, through the Smart Scale process, projects submitted by eligible entities will be evaluated and scored based on predetermined evaluation measures; and

WHEREAS, the Town Council of the Town of Amherst seeks to improve pedestrian safety by enhancing connectivity and accessibility within the downtown area; and,

WHEREAS, the Town of Amherst and the Virginia Department of Transportation worked together to identify pedestrian safety improvements at key locations within the Town of Amherst; and,

WHEREAS, the proposed project includes marked pedestrian crossings, curb extensions, and sidewalk improvements to enhance visibility and pedestrian safety in the Town of Amherst; and,


WHEREAS, the Town of Amherst is applying for a Smart Scale Grant to fund these necessary improvements; and,

NOW, THEREFORE, BE IT RESOLVED, that the Town of Amherst recognizes the importance of this project for the safety and well-being of its residents and the overall improvement of pedestrian infrastructure within the community.

BE IT FURTHER RESOLVED, that the Amherst Town Council, in full recognition of the importance of community involvement, hereby supports the application for a Smart Scale Grant for pedestrian crossing, curb extensions and sidewalk improvements in the Town of Amherst.

This Resolution shall become effective upon its adoption.

Adopted this 8th day of April 2026.



D. Dwayne Tuggle, Mayor

ATTEST:



Clerk of Council

Range of Checking Accts: First to Last Range of Check Dates: 04/01/26 to 04/30/26
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							
7131	04/02/26	CENTR005 CENTRAL TECHNOLOGY SOLUTIONS					473
V6-00635	1	4/01-4/30/26	637.59	100-4-43200-5230 TELECOMMUNICATION	Expenditure		1 1
7132	04/02/26	PACEA005 PACE ANALYTICAL SERVICES, INC.					473
V6-00636	1	2630670083	247.00	502-4-44000-3140 TESTING SERVICES	Expenditure		2 1
V6-00637	1	2630670645	247.00	502-4-44000-3140 TESTING SERVICES	Expenditure		3 1
V6-00638	1	2630670610	247.00	502-4-44000-3140 TESTING SERVICES	Expenditure		4 1
V6-00639	1	2630670628	85.00	501-4-44000-3140 TESTING SERVICES	Expenditure		5 1
			<u>826.00</u>				
7133	04/08/26	CAMPB005 CAMPBELL'S REPAIR					475
V6-00644	1	ZERO TURN SERVICE KITS	157.98	100-4-43200-6009 VEHICLE/POWER EQUIPMENT SUPPLIES	Expenditure		1 1
7134	04/08/26	ENVIR005 ENVIRONMENTAL RESOURCES ASSOC.					475
V6-00645	1	WTP/WWTP OPR PROFIC TESTS	414.85	501-4-44000-6004 LAB SUPPLIES	Expenditure		2 1
V6-00645	2	WTP/WWTP OPR PROFIC TESTS	414.85	502-4-44000-6004 LAB SUPPLIES	Expenditure		3 1
			<u>829.70</u>				
7135	04/08/26	HILLH005 HILL HARDWARE CORPORATION					475
V6-00646	1	MARCH 2026	53.33	502-4-44000-6007 REPAIR & MAINT. SUPPLIES-RUT. CRK.	Expenditure		4 1
V6-00646	2	MARCH 2026	143.32	501-4-45000-6007 REPAIR & MAINT. SUPPLIES	Expenditure		5 1
			<u>196.65</u>				
7136	04/08/26	MANSF005 MANSFIELD OIL COMPANY					475
V6-00647	1	3/16-3/31/26	1,085.19	100-4-31100-6008 FUEL	Expenditure		6 1
V6-00647	2	3/16-3/31/26	459.00	100-4-43200-6008 FUEL	Expenditure		7 1
V6-00647	3	3/16-3/31/26	90.20	502-4-44000-6008 FUEL/OIL	Expenditure		8 1
			<u>1,634.39</u>				
7137	04/08/26	PACEA005 PACE ANALYTICAL SERVICES, INC.					475
V6-00648	1	2630671218	135.00	501-4-44000-3140 TESTING SERVICES	Expenditure		9 1
V6-00649	1	2630671424	247.00	502-4-44000-3140 TESTING SERVICES	Expenditure		10 1
V6-00650	1	2630671902	247.00	501-4-44000-3140 TESTING SERVICES	Expenditure		11 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									
7137	PACE	ANALYTICAL SERVICES, INC. Continued							
V6-00651	1	2630672439	247.00	502-4-44000-3140	Expenditure		12		1
				TESTING SERVICES					
V6-00652	1	2630672897	247.00	502-4-44000-3140	Expenditure		13		1
				TESTING SERVICES					
			<u>1,123.00</u>						
7138	04/08/26	VILLA005 VILLAGE GARDEN CLUB							475
V6-00653	1	FY26 DONATION	1,290.87	100-4-72100-5600	Expenditure		14		1
				VILLAGE GARDEN CLUB CONTRI.					
7139	04/17/26	APPAL005 APPALACHIAN POWER							477
V6-00660	1	STREET LIGHTS TO 3/31	118.24	100-4-41320-5100	Expenditure		1		1
				STREETLIGHTS					
7140	04/17/26	ATKIN005 ATKINS EXCAVATING, INC							477
V6-00661	1	PAYMENT #11 FINAL	71,473.40	501-4-94000-8003	Expenditure		2		1
				SUNSET WATERLINE REPLACEMENT					
7141	04/17/26	BBTBA005 TRUIST BANK							477
V6-00674	1	ADOBE SM	12.99	100-4-12110-3150	Expenditure		17		1
				PROFESSIONAL SVCS					
V6-00674	2	SHEETZ SM	34.82	100-4-43200-6008	Expenditure		18		1
				FUEL					
V6-00674	3	CVS CARD FOR VH	5.25	100-4-12110-5000	Expenditure		19		1
				CONTINGENCY REQUIREMENT					
V6-00674	4	N&A SUBSCRIPTION SM	19.99	100-4-12110-5810	Expenditure		20		1
				DUES & MEMBERSHIPS					
V6-00674	5	WWTP LAB REAGENT GW	30.14	502-4-44000-6004	Expenditure		21		1
				LAB SUPPLIES					
V6-00674	6	AMAZON LIGHT & BATTERIES RW	164.15	100-4-31100-6032	Expenditure		22		1
				INVESTIGATION EXPENSE					
V6-00674	7	AMAZON BATTERIES RW	358.06	100-4-31100-6032	Expenditure		23		1
				INVESTIGATION EXPENSE					
V6-00674	8	STGE IND DAY EVENT DEP RW	257.47	100-4-31100-5700	Expenditure		24		1
				EVENTS					
V6-00674	9	SHRM RECERT WW	165.00	100-4-12420-5810	Expenditure		25		1
				DUES & MEMBERSHIPS					
V6-00674	10	TOWN COUNCIL CHIPS VH	7.82	100-4-12110-5000	Expenditure		26		1
				CONTINGENCY REQUIREMENT					
V6-00674	11	SUBWAY VH	93.63	100-4-12110-5000	Expenditure		27		1
				CONTINGENCY REQUIREMENT					
V6-00674	12	OLIVE GARDEN VH	80.44	100-4-12110-5000	Expenditure		28		1
				CONTINGENCY REQUIREMENT					
V6-00674	13	ZOOM ANNUAL VH	157.40	100-4-12110-3150	Expenditure		29		1
				PROFESSIONAL SVCS					
V6-00674	14	ADOBE VH	29.99	100-4-12110-3150	Expenditure		30		1
				PROFESSIONAL SVCS					
V6-00674	15	TAV & VGFOA PM	575.00	100-4-12420-5501	Expenditure		31		1
				TRAVEL-MILEAGE/HOTEL/CONFERENCE					
V6-00674	16	GRASS CUTTING EMP SCREEN PM	29.99	100-4-12420-3150	Expenditure		32		1
				PROFESSIONAL SVCS					

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									
7141	TRUIST BANK	Continued							
V6-00674	17	WASABI PM	22.22	100-4-12510-3150	Expenditure		33	1	
				I.T. SERVICES					
V6-00674	18	SUPPLIES FOR BUDGET MEETING PM	11.18	100-4-12420-6001	Expenditure		34	1	
				OFFICE SUPPLIES					
V6-00674	19	SUPPLIES FOR BUDGET MEETING PM	16.85	100-4-12420-6001	Expenditure		35	1	
				OFFICE SUPPLIES					
V6-00674	20	EXHAUST RPR PIPE DMP TRK PM	48.75	100-4-43200-6008	Expenditure		36	1	
				FUEL					
V6-00674	21	STARLINK MNT SHP INTERNET GSW	65.00	100-4-43200-6008	Expenditure		37	1	
				FUEL					
			<u>2,186.14</u>						
7142	04/17/26	CAMPB005 CAMPBELL'S REPAIR							477
V6-00662	1	MOWER BLADES & 2 STROKE OIL	159.00	100-4-43200-6009	Expenditure		3	1	
				VEHICLE/POWER EQUIPMENT SUPPLIES					
7143	04/17/26	COLUM005 COLUMN SOFTWARE PBC							477
V6-00663	1	LEGAL NOTICE	155.92	100-4-81100-3600	Expenditure		4	1	
				ADVERTISING					
7144	04/17/26	DEPAR005 DEPARTMENT OF MOTOR VEHICLES							477
V6-00665	1	FEB 26 STOPS	100.00	100-4-12420-3009	Expenditure		6	1	
				DMV STOPS					
V6-00666	1	MARCH 26 STOPS	200.00	100-4-12420-3009	Expenditure		7	1	
				DMV STOPS					
			<u>300.00</u>						
7145	04/17/26	DISCO005 DISCOUNT PORTABLE RESTROOMS							477
V6-00664	1	MILL CREEK PARK RESTROOMS	100.00	100-4-43200-6007	Expenditure		5	1	
				REPAIR & MAINT. SUPPLIES					
7146	04/17/26	GFLN005 GFL ENVIRONMENTAL							477
V6-00667	1	MAINTENANCE GFL	183.94	100-4-43200-6007	Expenditure		8	1	
				REPAIR & MAINT. SUPPLIES					
7147	04/17/26	GREGO005 GREGORYS GENERAL AUTO REPAIR							477
V6-00668	1	TAHOE OIL CHANGE & SERVICE	87.00	100-4-31100-6009	Expenditure		9	1	
				VEHICLE/POWER EQUIPMENT SUPPLIES					
V6-00669	1	EXPLORER INSPECTION	20.00	100-4-31100-6009	Expenditure		10	1	
				VEHICLE/POWER EQUIPMENT SUPPLIES					
			<u>107.00</u>						
7148	04/17/26	MASTE005 MASTER METER, INC							477
V6-00670	1	MARCH 2026 DATA FEES	535.53	501-4-12420-3320	Expenditure		11	1	
				SUPPORT CONTRACTS					
V6-00670	2	MARCH 2026 DATA FEES	535.54	502-4-12420-3320	Expenditure		12	1	
				SERVICE CONTRACTS					
			<u>1,071.07</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						
7149	04/17/26	ORKIN005 ORKIN					477		
V6-00671	1	TERMITE INSPEC TOWN HALL	375.00	100-4-43200-6007	Expenditure		13	1	
				REPAIR & MAINT. SUPPLIES					
7150	04/17/26	PACEA005 PACE ANALYTICAL SERVICES, INC.					477		
V6-00672	1	2630673298	247.00	502-4-44000-3140	Expenditure		14	1	
				TESTING SERVICES					
7151	04/17/26	SUPL005 THE SUPPLY ROOM					477		
V6-00673	1	PLANTS OFFICE SUPPLIES	339.27	501-4-44000-6001	Expenditure		15	1	
				OFFICE SUPPLIES					
V6-00673	2	PLANTS OFFICE SUPPLIES	339.28	502-4-44000-6001	Expenditure		16	1	
				OFFICE SUPPLIES					
			<u>678.55</u>						
7152	04/17/26	VALLE010 VALLEY AUTOMATION, INC					477		
V6-00675	1	WTP FINISH PUMP RAW FAULT	1,073.80	501-4-44000-6007	Expenditure		38	1	
				REPAIR & MAINT. SUPPLIES					
7153	04/17/26	VERIZ005 VERIZON					477		
V6-00676	1	3/2-4/1/2026	200.11	502-4-44000-5230	Expenditure		39	1	
				TELECOMMUNICATIONS					
7154	04/17/26	WILLI005 WILLIAM LYLE CARVER					477		
V6-00677	1	QUARTER 1 2026	450.00	100-4-31100-5801	Expenditure		40	1	
				ATTORNEY FEES					
7155	04/24/26	AMERI005 AMERICAN FIDELITY ASSURANCE CO					479		
26-00035	1		144.40	100-2-21500-0000	G/L		1	1	
				AMERICAN FIDELITY DISABILITY W/HOLDING					
26-00035	2		19.12	100-2-21600-0000	G/L		2	1	
				CANCER W/HOLDING					
26-00035	3		151.16	100-2-21950-0000	G/L		3	1	
				AMERICAN FIDELITY LIFE W/HOLDING					
26-00035	4		29.70	501-2-21500-0000	G/L		4	1	
				AMERICAN FIDELITY DISABILITY W/HOLDING					
26-00035	5		9.92	501-2-21600-0000	G/L		5	1	
				CANCER W/HOLDING					
26-00035	6		29.70	502-2-21500-0000	G/L		6	1	
				AMERICAN DISABILITY W/HOLDING					
26-00035	7		9.92	502-2-21600-0000	G/L		7	1	
				CANCER W/HOLDING					
26-00035	8		65.74	502-2-21950-0000	G/L		8	1	
				AMERICAN FIDELITY LIFE W/HOLDING					
			<u>459.66</u>						
7156	04/24/26	APPAL005 APPALACHIAN POWER					479		
V6-00682	1	ELEC TO 4102026	669.92	100-4-43200-5100	Expenditure		11	1	
				ELECTRIC					
V6-00682	2	ELEC TO 4102026	6,563.13	501-4-44000-5100	Expenditure		12	1	
				ELECTRICAL SVCS					

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									
7156 APPALACHIAN POWER Continued									
V6-00682	3	ELEC TO 4102026	5,971.11	502-4-44000-5100	Expenditure		13	1	
				ELECTRICAL SVCS-RUT CRK					
V6-00682	4	ELEC TO 4102026	278.20	502-4-44000-5130	Expenditure		14	1	
				ELECTRICAL SVCS-PUMP STATION					
V6-00682	5	ELEC TO 4102026	79.76	100-4-41320-5100	Expenditure		15	1	
				STREETLIGHTS					
V6-00682	6	ELEC TO 4102026	28.78	701-4-81500-5100	Expenditure		16	1	
				ELECTRICAL SERV.					
			<u>13,590.90</u>						
7157	04/24/26	CASHA005 CASH ALIGNMENT							479
V6-00683	1	OIL CHNG/COOLANT REFILL/AIRFIL	152.76	100-4-31100-6009	Expenditure		17	1	
				VEHICLE/POWER EQUIPMENT SUPPLIES					
7158	04/24/26	MINNE005 MINNESOTA LIFE							479
26-00036	1		0.70	501-2-21550-0000	G/L		9	1	
				OPT LIFE INS. W/HOLDING					
26-00036	2		96.02	502-2-21550-0000	G/L		10	1	
				OPT LIFE INS. W/HOLDING					
			<u>96.72</u>						
7159	04/24/26	PACEA005 PACE ANALYTICAL SERVICES, INC.							479
V6-00684	1	2630675244	247.00	502-4-44000-3140	Expenditure		18	1	
				TESTING SERVICES					
V6-00685	1	2630674173	247.00	502-4-44000-3140	Expenditure		19	1	
				TESTING SERVICES					
V6-00686	1	2630674309	247.00	502-4-44000-3140	Expenditure		20	1	
				TESTING SERVICES					
V6-00687	1	0630674860	247.00	502-4-44000-3140	Expenditure		21	1	
				TESTING SERVICES					
V6-00688	1	2630674867	247.00	502-4-44000-3140	Expenditure		22	1	
				TESTING SERVICES					
			<u>1,235.00</u>						
7160	04/24/26	UNIVE010 UNIVERSITY OF VIRGINIA							479
V6-00689	1	SARA VLGMA	400.00	100-4-12110-5501	Expenditure		23	1	
				TRAVEL-MILAGE/HOTEL/CONFERENCE					
7161	04/28/26	POSTM005 POSTMASTER, AMHERST							481
V6-00696	1	APRIL UTILITY BILLING	347.71	501-4-12420-5210	Expenditure		1	1	
				POSTAGE					
V6-00696	2	APRIL UTILITY BILLING	347.71	502-4-12420-5210	Expenditure		2	1	
				POSTAGE					
			<u>695.42</u>						

Checking Account Totals	Paid	Void	Amount Paid	Amount Void
Checks:	31	0	102,205.81	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	<u>31</u>	<u>0</u>	<u>102,205.81</u>	<u>0.00</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							
368	04/02/26	ANTW005 BENCHMARK SYSTEMS, INC.		Direct Deposit			474		
V6-00642	1	OFFICE 3/16/2026	716.10	100-4-12510-5600	Expenditure		3	1	
				MICROSOFT OFFICE SERVICE					
369	04/02/26	ANTW005 BENCHMARK SYSTEMS, INC.		Direct Deposit			474		
V6-00640	1	PD PROCARE 3/16/2026	315.00	100-4-12510-3150	Expenditure		1	1	
				I.T. SERVICES					
370	04/02/26	ANTW005 BENCHMARK SYSTEMS, INC.		Direct Deposit			474		
V6-00641	1	PROCARE 3/16/2026	337.50	100-4-12510-3150	Expenditure		2	1	
				I.T. SERVICES					
371	04/02/26	WASTE005 WASTEKO LLC		Direct Deposit			474		
V6-00643	1	4/1-4/30/2026 SERVICES	11,964.00	514-4-43200-3160	Expenditure		4	1	
				COLLECTION IN-TOWN					
V6-00643	2	4/1-4/30/2026 SERVICES	1,728.00	514-4-43200-3170	Expenditure		5	1	
				COLLECTION OUT OF TOWN					
			<u>13,692.00</u>						
372	04/08/26	FISHE005 FISHER AUTO PARTS, INC		Direct Deposit			476		
V6-00655	1	MARCH 2026	312.58	100-4-43200-6009	Expenditure		1	1	
				VEHICLE/POWER EQUIPMENT SUPPLIES					
V6-00655	2	MARCH 2026	68.47	501-4-44000-6007	Expenditure		2	1	
				REPAIR & MAINT. SUPPLIES					
V6-00655	3	MARCH 2026	68.48	502-4-44000-6007	Expenditure		3	1	
				REPAIR & MAINT. SUPPLIES-RUT. CRK.					
			<u>449.53</u>						
373	04/08/26	GRAIN005 GRAINGER		Direct Deposit			476		
V6-00656	1	WTP REPLACEMENT EQUIP	760.97	501-4-44000-6007	Expenditure		4	1	
				REPAIR & MAINT. SUPPLIES					
374	04/08/26	SANDS005 SANDS ANDERSON PC		Direct Deposit			476		
V6-00657	1	MARCH 2026	1,382.50	100-4-12210-3150	Expenditure		5	1	
				TOWN ATTORNEY					
375	04/08/26	VUPS0005 VA UTILITY PROTECTION SERVICE		Direct Deposit			476		
V6-00658	1	TICKETS MARCH	49.20	501-4-45000-5130	Expenditure		6	1	
				MISS UTILITY					
376	04/08/26	WWASS005 WW ASSOCIATES		Direct Deposit			476		
V6-00659	1	RETAINER	250.00	501-4-44000-3150	Expenditure		7	1	
				PROFESSIONAL SVCS					
V6-00659	2	RETAINER	250.00	502-4-44000-3150	Expenditure		8	1	
				PROFESSIONAL SVCS					
			<u>500.00</u>						
377	04/17/26	GRAIN005 GRAINGER		Direct Deposit			478		
V6-00678	1	WTP LAB REAGENT	1,179.59	501-4-44000-6004	Expenditure		1	1	
				LAB SUPPLIES					

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num	Ref Seq	Num Acct
GENERAL-ACH VENDOR ACH PAYMENTS Continued									
378	04/17/26	SYDNO005 SYDNOR HYDRODYNAMICS, INC.		Direct Deposit			478		
V6-00679	1	WWTP VORTEX SEPERATOR	1,027.00	502-4-44000-6007	Expenditure		2	1	
				REPAIR & MAINT. SUPPLIES-RUT. CRK.					
379	04/17/26	VACOR005 VACORP		Direct Deposit			478		
V6-00680	1	APRIL 2026 HYBRID DISABILITY	15.22	100-4-12110-2500	Expenditure		3	1	
				STD/LONG-TERM DISABILITY					
V6-00680	2	APRIL 2026 HYBRID DISABILITY	11.06	100-4-12420-2500	Expenditure		4	1	
				HYBRID DISABILITY					
V6-00680	3	APRIL 2026 HYBRID DISABILITY	22.58	501-4-12110-2500	Expenditure		5	1	
				STD/LONG-TERM DISABILITY					
V6-00680	4	APRIL 2026 HYBRID DISABILITY	16.94	502-4-12110-2500	Expenditure		6	1	
				STD/LONG-TERM DISABILITY					
V6-00680	5	APRIL 2026 HYBRID DISABILITY	1.68	514-4-12110-2500	Expenditure		7	1	
				STD/LONG-TERM DISABILITY					
V6-00680	6	APRIL 2026 HYBRID DISABILITY	14.43	502-4-12420-2500	Expenditure		8	1	
				HYBRID DISABILITY					
V6-00680	7	APRIL 2026 HYBRID DISABILITY	1.68	100-4-43200-2500	Expenditure		9	1	
				HYBRID DISABILITY					
V6-00680	8	APRIL 2026 HYBRID DISABILITY	43.25	502-4-44000-2500	Expenditure		10	1	
				LONG-TERM DISABILITY					
V6-00680	9	APRIL 2026 HYBRID DISABILITY	19.36	501-4-44000-2500	Expenditure		11	1	
				LONG-TERM DISABILITY					
V6-00680	10	APRIL 2026 HYBRID DISABILITY	8.32	501-4-45000-2500	Expenditure		12	1	
				HYBRID DISABILITY					
V6-00680	11	APRIL 2026 HYBRID DISABILITY	0.17	502-4-45000-2500	Expenditure		13	1	
				HYBRID DISABILITY					
V6-00680	12	APRIL 2026 HYBRID DISABILITY	21.64	501-4-12420-2500	Expenditure		14	1	
				HYBRID DISABILITY					
V6-00680	13	APRIL 2026 HYBRID DISABILITY	0.96	514-4-12420-2500	Expenditure		15	1	
				HYBRID DISABILITY					
V6-00680	14	APRIL 2026 HYBRID DISABILITY	8.32	502-4-45000-2500	Expenditure		16	1	
				HYBRID DISABILITY					
			<u>185.61</u>						
380	04/17/26	WWASS005 WW ASSOCIATES		Direct Deposit			478		
V6-00681	1	SUNSET WATER LINE REPLACEMNT	2,500.00	501-4-94000-8003	Expenditure		17	1	
				SUNSET WATERLINE REPLACEMENT					
381	04/24/26	ANTWO005 BENCHMARK SYSTEMS, INC.		Direct Deposit			480		
V6-00690	1	PROCARE 12/15/2025 TH	337.50	100-4-12510-3150	Expenditure		1	1	
				I.T. SERVICES					
V6-00691	1	PATTY COMPUTER ISSUE	125.00	100-4-12510-3150	Expenditure		2	1	
				I.T. SERVICES					
V6-00692	1	ADD PATTY TO TH EMAIL	31.25	100-4-12510-3150	Expenditure		3	1	
				I.T. SERVICES					
			<u>493.75</u>						
382	04/24/26	MESSE005 MES SERVICE COMPANY LLC		Direct Deposit			480		
V6-00693	1	UNIFORMS	47.00	100-4-31100-6011	Expenditure		4	1	
				UNIFORMS					

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num
PO #	Item	Description					Ref Seq Acct
GENERAL-ACH VENDOR ACH PAYMENTS			Continued				
383	04/24/26	USABL005 USA BLUE BOOK		Direct Deposit			480
V6-00694	1	WTP LAB	366.04	501-4-44000-6004	Expenditure		5 1
				LAB SUPPLIES			
384	04/24/26	VANUT005 VA NUTRIENT CREDIT EXCHANGE		Direct Deposit			480
V6-00695	1	PHOSPHORUS CREDIT PURCHASE	1,673.76	502-4-44000-5810	Expenditure		6 1
				DUES & MEMBERSHIPS			

Checking Account Totals	Paid	Void	Amount Paid	Amount Void
Checks:	0	0	0.00	0.00
Direct Deposit:	17	0	25,675.55	0.00
Total:	17	0	25,675.55	0.00

Report Totals	Paid	Void	Amount Paid	Amount Void
Checks:	31	0	102,205.81	0.00
Direct Deposit:	17	0	25,675.55	0.00
Total:	48	0	127,881.36	0.00

Totals by Year-Fund					
Fund Description	Fund	Expend Total	Revenue Total	G/L Total	Total
GENERAL FUND	6-100	12,670.56	0.00	314.68	12,985.24
WATER FUND	6-501	86,604.18	0.00	40.32	86,644.50
SEWER FUND	6-502	14,326.82	0.00	201.38	14,528.20
GARBAGE FUND	6-514	13,694.64	0.00	0.00	13,694.64
IDA FUND	6-701	28.78	0.00	0.00	28.78
Total of All Funds:		<u>127,324.98</u>	<u>0.00</u>	<u>556.38</u>	<u>127,881.36</u>

Totals by Fund					
Fund Description	Fund	Expend Total	Revenue Total	G/L Total	Total
GENERAL FUND	100	12,670.56	0.00	314.68	12,985.24
WATER FUND	501	86,604.18	0.00	40.32	86,644.50
SEWER FUND	502	14,326.82	0.00	201.38	14,528.20
GARBAGE FUND	514	13,694.64	0.00	0.00	13,694.64
IDA FUND	701	28.78	0.00	0.00	28.78
Total of All Funds:		<u>127,324.98</u>	<u>0.00</u>	<u>556.38</u>	<u>127,881.36</u>

Fund Description	Fund	Current	Prior Rcvd	Prior Open	Paid Prior	Fund Total
GENERAL FUND	6-100	12,670.56	0.00	0.00	0.00	12,670.56
WATER FUND	6-501	86,604.18	0.00	0.00	0.00	86,604.18
SEWER FUND	6-502	14,326.82	0.00	0.00	0.00	14,326.82
GARBAGE FUND	6-514	13,694.64	0.00	0.00	0.00	13,694.64
IDA FUND	6-701	28.78	0.00	0.00	0.00	28.78
Total of All Funds:		<u>127,324.98</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>127,324.98</u>

Town Manager Report to Council April, 2026

Projects

- Pedestrian Access Improvement Project; The resolutions have been passed, the application is in, and now we wait. The County worked with the Town to get the application submitted and I'll let Council know when we hear about how we scored.
- Sunset Drive waterline: We are closing out the project with VDH.
- Meter Project: All meters have been installed. The project is complete.
- Water Withdrawal Permit: The permit has been completed and staff will now begin work on the compliance process for the permit. The FY 27 Capital Improvement Program and budget include funds for the compliance process and work will begin once the new fiscal year begins.
- Poplar Grove Sewer Line: The agreement with the railroad for the line crossing has been signed and Poplar Grove is continuing its work on the design.
- Rosecliff Farms Water Line: This project appears to be caught between engineering and VDH requirements. In order to overcome the topography, the line would require a pump station, which doubles the cost of the project. In meetings with VDH, they cannot grant any waivers or exemptions to the 20 PSI requirement at the meter.
- Park Master Planning Process: Staff is bringing a master planning process outline to the May worksession. We plan to begin surveying the public this month.

On-going activities

- The Planning Commission held one public hearing in April, for the Council suggested revisions for business friendliness. The Commission also held a public hearing in May to consider revisions to the Council's suggestions. A recommendation from the Commission is included in the Council packet.
- Work on the budget is continuing. The Council packet has an updated budget proposal that includes the three changes discussed by Council at their budget work session and a possible change to the utility policy.

Upcoming Council Meetings

Worksessions:

- Sign Ordinance Revisions
- Park Master Planning
- Nuisance Ordinance
- Property Maintenance
- Noise
- Golf carts/UTV's on public streets

Regular Meeting Topics:

- Business Friendliness Ordinance amendments
- Park Master Planning Process
- Public Hering for FY 26 Budget amendment
- Ordinance amendment for inoperable vehicles on the public right of way
- Ordinance amendments for deletion of out of date or conflicting codes
- Policy review and updates
- Comprehensive Plan update



APRIL 2026 MONTHLY REPORT

CALLS FOR SERVICE	NUMBER
MOTORIST ASSIST	11
ALARM	5
PHONE COMPLAINT	47
BOLO	23
MISSING PERSON / RUNAWAY	2
LARCENY	3
PROBLEM WITH OTHERS	3
DOMESTIC VIOLENCE	
CHECK WELFARE	
ANIMAL COMP.	6
TRAFFIC CRASH	8
FIRE / EMS CALLS	8
DEATH INVESTIGATION	1
SUSPICIOUS PERSON	6
NOISE	2
CALLS AT AMBRIAR	

OFFICER INITIATED	NUMBER
BUILDING CHECKS	16
BUSINESS VISIT	104
BUILDING SEARCH	1
PROPERTY WALK AROUNDS	4
EXTRA PATROLS / PARKS	144
SEARCH WARRANT	2
TRAFFIC SUMMONS	17
WARRANT SERVICE	5
WARRANTS OBTAINED	1
PARKING TICKETS	
MISD. INVESTIGATION	6
FELONY INVESTIGATION	
NARCOTICS INVESTIGATION	
OTHER COMPLAINTS	27
IN TOWN COMMUNITY POLICING	5
CITIZEN CONTACT	342

TRAFFIC WARNINGS	NUMBER
SPEEDING	4
EQUIPMENT VIOLATION	1
RECKLESS DRIVING	1
SUSPENDED LICENSE	
INSPECTION / REGISTRATION	3
SEAT BELT / TEXTING	
ALL OTHER VIOLATIONS	1

TRAFFIC STOPS TICKETED	NUMBER
SPEEDING	6
EQUIPMENT VIOLATION	3
RECKLESS DRIVING	1
SUSPENDED LICENSE	1
INSPECTION/REGISTRATION	3
SEAT BELT / TEXTING	
ALL OTHER VIOLATIONS	6

OTHER	NUMBER
ASSIST OTHER OFFICER	15
ASSIST OTHER AGENCY	17
COURT	4
REPORTS	8
CAREER DEVELOPMENT / IN-SERVICE	
MEETINGS	7
TOWED / IMPOUNDED VEH	

ARREST	NUMBER
MISDEMEANOR	5
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.

MONTH OF APRIL 2026 ACTIVITIES:

258 Calls for service

04/08/2026- Captain Robinson attended the Council Meeting

04/23/2026- Officer Clarkson located a juvenile reported missing out of the County.

04/27/2026- Chief Watts met with VSP in regards to the 1033 program.

04/27/2027- Chief Watts had a meeting with Axon.

AFTER HOURS CALLS

04/03/2026	Reckless Driver	Brockman Park	Unfounded
04/18/2026	Welfare Check	Walnut St	No Disposition
04/26/2026	Miscellaneous	Brockman Park	No Disposition

NOISE COMPLAINTS



04/05/2026	Four Wheeler	Depot St.	Unable to locate
04/15/2026	Barking Dog	Newington Dr.	Unable to locate



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: Patty Martin
Date: May 4, 2026
Re: April 2026 Monthly Report

Monthly Recap

We received a lot of business license applications this month, but are still missing quite a few. Delinquent notices will be sent out this month. I had the pleasure of going to the TAV Spring Conference and Whitney was able to go to a class on Role and Responsibilities in the Treasurers Office. We are always thankful to be able to attend these classes and trainings to gain more knowledge.

Utilities

- April 2026 utility billing total: **\$210,791.23**
 - **Five** disconnects were completed in April 2026
 - **Eleven** new account set-ups
 - Our online payment system now includes an **Auto-Pay** feature. Notices were included on monthly utility bills and posted on the Town's Facebook page.
 - The **Hermle Clock Factory**, has been completed. The new meter project is **complete**. Please remind citizens that they may sign up for **My Water Advisor 2** to monitor their usage throughout the month. Maintenance has indicated this will be completed this spring.
-

Accounts Payable

- Total amount of checks issued for April bills, including payroll deductions: **\$127,881.36**
 - Please see the attached report for a complete check listing.
-

Meals and Beverage Tax

- **18 businesses** submitted a total of **\$69,359.62** in Meals and Beverage Tax for March 2026.
-

Revenue and Expense Report

- The attached report provides revenue and expense totals for April 2026.
-

License Fee Tax

- We are still working on collections for license tax fees. We have been successful with the state debt-set off collections.
-

Business License Tax

- Business license applications were sent out on February 16, 2026. They are due May 1, 2026. We will be sending out delinquent notices this month and collections will start in June.

Town of Amherst
Statement of Revenue and Expenditures - Standard

Revenue Account Range: First to zzz-z-zzzzz-zzzz
Expend Account Range: First to zzz-z-zzzzz-zzzz
Print Zero YTD Activity: No

Include Non-Anticipated: Yes
Include Non-Budget: No

Year To Date As Of: 04/30/26
Current Period: 04/01/26 to 04/30/26
Prior Year: 04/01/25 to 04/30/25

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	600.00	600.00	0
100-3-11030-0002	PERSONAL PROPERTY TAX-DELINQUENT	0.21	0.00	0.00	0.00	0.00	0
	11030 Total	0.21	0.00	0.00	600.00	600.00	0
100-3-11060-0002	INTEREST ON DEL TAXES	30.71	0.00	0.00	246.40	246.40	0
	11060 Total	30.71	0.00	0.00	246.40	246.40	0
100-3-12010-0001	LOCAL SALES & USE TAX	10,053.06	168,000.00	10,967.67	124,175.20	43,824.80-	74
	12010 Total	10,053.06	168,000.00	10,967.67	124,175.20	43,824.80-	73
100-3-12020-0001	CONSUMER UTILITY TAX-GAS, ELEC	2,309.92	25,200.00	0.00	20,033.65	5,166.35-	80
100-3-12020-0002	ELECTRIC CONSUMPTION TAX	1,437.83	13,200.00	0.00	11,209.52	1,990.48-	85
	12020 Total	3,747.75	38,400.00	0.00	31,243.17	7,156.83-	81
100-3-12030-0006	BUSINESS LICENSE TAX	45,390.00	200,000.00	99,912.87	138,993.01	61,006.99-	70
100-3-12030-0007	BUSINESS LIC TAX-INTEREST & PEN	10.68-	4,000.00	13.71-	547.95	3,452.05-	14
	12030 Total	45,379.32	204,000.00	99,899.16	139,540.96	64,459.04-	68
100-3-12050-0001	MOTOR VEHICLE LICENSES	0.00	42,000.00	0.00	40,691.00	1,309.00-	97
100-3-12050-0002	MOTOR VEHICLE LICENSES PENALTIES/INTE	76.46	500.00	0.00	500.18	0.18	100
	12050 Total	76.46	42,500.00	0.00	41,191.18	1,308.82-	96
100-3-12060-0001	BANK STOCK FEE	0.00	65,000.00	18,264.00	18,264.00	46,736.00-	28
	12060 Total	0.00	65,000.00	18,264.00	18,264.00	46,736.00-	28

Town of Amherst
Statement of Revenue and Expenditures

05/04/2026
10:17 AM

Revenue Account	Description	Prior Yr Rev	Anticipated	Curr Rev	YTD Rev	Excess/Deficit	% Real
100-3-12080-0001	CIGARETTE TAX	0.00	30,000.00	0.00	21,000.00	9,000.00-	70
	12080 Total	0.00	30,000.00	0.00	21,000.00	9,000.00-	70
100-3-12100-0001	LODGING TAX	373.38	17,000.00	863.85	11,029.70	5,970.30-	65
	12100 Total	373.38	17,000.00	863.85	11,029.70	5,970.30-	64
100-3-12110-0001	MEALS TAX	74,151.69	770,000.00	70,205.74	645,555.50	124,444.50-	84
100-3-12110-0002	MEALS TAX-PEN & INTEREST	577.23	1,500.00	267.37	1,690.87	190.87	113
	12110 Total	74,728.92	771,500.00	70,473.11	647,246.37	124,253.63-	83
100-3-13030-0007	ZONING PERMITS	0.00	0.00	2,700.00	5,457.00	5,457.00	0
	13030 Total	0.00	0.00	2,700.00	5,457.00	5,457.00	0
100-3-14010-0001	FINES & FORFEITURES	352.00	7,400.00	379.01	9,301.51	1,901.51	126
	14010 Total	352.00	7,400.00	379.01	9,301.51	1,901.51	125
100-3-15010-0001	INTEREST ON BANK DEPOSITS	2,632.30	51,000.00	0.00	18,098.47	32,901.53-	35
100-3-15010-0002	INTEREST ON INVESTMENTS	12,078.63	150,000.00	0.00	103,662.00	46,338.00-	69
100-3-15010-0003	VIP UNREALIZED GAIN/LOSS	12,455.28	20,000.00	0.00	2,894.19-	22,894.19-	14-
	15010 Total	27,166.21	221,000.00	0.00	118,866.28	102,133.72-	53
100-3-15020-0005	TOWER LEASE	904.93	10,859.16	904.93	9,049.30	1,809.86-	83
	15020 Total	904.93	10,859.16	904.93	9,049.30	1,809.86-	83
100-3-16030-0001	POLICE SECURITY	0.00	5,000.00	1,076.40	7,534.80	2,534.80	151
	16030 Total	0.00	5,000.00	1,076.40	7,534.80	2,534.80	150

Town of Amherst
Statement of Revenue and Expenditures

05/04/2026
10:17 AM

Revenue Account	Description	Prior Yr Rev	Anticipated	Curr Rev	YTD Rev	Excess/Deficit	% Real
100-3-16150-0003	SALE OF BANNERS	375.00	0.00	0.00	125.00	125.00	0
	16150 Total	375.00	0.00	0.00	125.00	125.00	0
100-3-18030-0001	REFUNDS	435.00	5,220.00	465.00	9,861.57	4,641.57	189
100-3-18030-0005	RETURNED CHECK FEE	200.00	1,200.00	50.00	900.00	300.00-	75
100-3-18030-0006	ACCIDENT REPORTS	25.00	300.00	0.00	205.00	95.00-	68
100-3-18030-0007	MISC REV	0.00	0.00	177.00	1,128.40	1,128.40	0
100-3-18030-0008	COLLECTION FEE	893.16	1,500.00	533.41	3,392.10	1,892.10	226
	18030 Total	1,553.16	8,220.00	1,225.41	15,487.07	7,267.07	188
100-3-18990-0003	DONATIONS-POLICE	0.00	0.00	0.00	371.00	371.00	0
100-3-18990-0005	SALE OF SALVAGE/SURPLUS PROPERTY	0.00	0.00	0.00	13,020.70	13,020.70	0
	18990 Total	0.00	0.00	0.00	13,391.70	13,391.70	0
100-3-19020-0005	DMV STOP FEES	348.05	2,000.00	53.44	1,140.70	859.30-	57
	19020 Total	348.05	2,000.00	53.44	1,140.70	859.30-	57
100-3-22010-0007	ROLLING STOCK TAX	0.00	2,800.00	0.00	2,889.35	89.35	103
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	15.32	2,000.00	0.00	26.67	1,973.33-	1
100-3-22010-0030	COMMUNICATION TAX FROM STATE	5,378.13	65,000.00	0.00	48,443.90	16,556.10-	75
	22010 Total	5,393.45	87,255.92	0.00	68,815.84	18,440.08-	78
100-3-24010-0001	DCJS GRANTS	0.00	0.00	0.00	550.00	550.00	0
100-3-24010-0003	STATE POLICE AID	0.00	70,448.00	0.00	52,836.00	17,612.00-	75
	24010 Total	0.00	70,448.00	0.00	53,386.00	17,062.00-	75
100-3-24020-0001	FIRE PROGRAM GRANT	0.00	15,000.00	0.00	15,000.00	0.00	100

Town of Amherst
Statement of Revenue and Expenditures

Revenue Account	Description	Prior Yr Rev	Anticipated	Curr Rev	YTD Rev	Excess/Deficit	% Real
	24020 Total	0.00	15,000.00	0.00	15,000.00	0.00	100
100-3-41010-0001	INSURANCE CLAIMS	0.00	0.00	0.00	28,084.70	28,084.70	0
	41010 Total	0.00	0.00	0.00	28,084.70	28,084.70	0
100-3-42000-0000	RESERVE	0.00	155,659.40	0.00	0.00	155,659.40-	0
	42000 RESERVE	0.00	155,659.40	0.00	0.00	155,659.40-	0
	3 Total	170,482.61	1,919,242.48	206,806.98	1,380,176.88	539,065.60-	71
	GENERAL FUND Revenue Totals	170,482.61	1,919,242.48	206,806.98	1,380,176.88	539,065.60-	71

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	800.00	11,400.00	650.00	7,250.00	4,150.00	64
100-4-11010-2100	FICA	61.22	872.10	49.74	554.80	317.30	64
100-4-11010-5501	TRAVEL-MILAGE/HOTELS/CONFERENCE	0.00	4,000.00	439.54-	1,909.20	2,090.80	48
	11010 TOWN COUNCIL	861.22	16,272.10	260.20	9,714.00	6,558.10	60

Town of Amherst
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Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
100-4-12110-0000	TOWN MANAGER	0.00	0.00	0.00	0.00	0.00	0
100-4-12110-1100	WAGES	4,451.58	47,656.85	2,664.56	36,031.13	11,625.72	76
100-4-12110-1300	PT WAGES	3,355.52	45,740.03	3,518.60	38,614.32	7,125.71	84
100-4-12110-2100	FICA	606.34	7,144.86	485.78	5,827.26	1,317.60	82
100-4-12110-2200	VRS	1,445.34	11,451.94	859.84	10,122.27	1,329.67	88
100-4-12110-2300	HEALTH INSURANCE	725.52	6,508.32	296.88	3,417.61	3,090.71	53
100-4-12110-2400	GROUP LIFE INSURANCE	57.60	562.35	35.04	423.74	138.61	75
100-4-12110-2500	STD/LONG-TERM DISABILITY	0.00	319.00	15.22	186.58	132.42	58
100-4-12110-2600	UNEMPLOYMENT INSURANCE	0.00	20.00	0.00	16.00	4.00	80
100-4-12110-2700	WORKER'S COMP	0.00	98.43	0.00	0.00	98.43	0
100-4-12110-3150	PROFESSIONAL SVCS	0.00	8,000.00	200.38	276.19	7,723.81	3
100-4-12110-3600	ADVERTISING	0.00	2,500.00	0.00	230.41	2,269.59	9
100-4-12110-5000	CONTINGENCY REQUIREMENT	11,810.97	52,907.00	187.14	15,654.69	37,252.31	30
100-4-12110-5210	POSTAGE	132.56	550.00	0.00	399.71	150.29	73
100-4-12110-5230	TELECOMMUNICATIONS	90.00	1,080.00	90.00	787.50	292.50	73
100-4-12110-5307	CRIME & CYBER INSURANCE	0.00	2,025.00	0.00	0.00	2,025.00	0
100-4-12110-5501	TRAVEL-MILAGE/HOTEL/CONFERENCE	60.00	8,500.00	400.00	7,918.82	581.18	93
100-4-12110-5810	DUES & MEMBERSHIPS	0.00	4,000.00	19.99	2,633.99	1,366.01	66
	12110 TOWN MANAGER	22,735.43	199,063.78	8,773.43	122,540.22	76,523.56	62

Town of Amherst
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<u>Expenditure Account</u>	<u>Description</u>	<u>Prior Yr Expd</u>	<u>Budgeted</u>	<u>Current Expd</u>	<u>YTD Expended</u>	<u>Unexpended</u>	<u>% Expd</u>
100-4-12210-3150	TOWN ATTORNEY	4,542.50	50,000.00	1,382.50	32,653.00	17,347.00	65
	12210 Total	4,542.50	50,000.00	1,382.50	32,653.00	17,347.00	65

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<u>Expenditure Account</u>	<u>Description</u>	<u>Prior Yr Expd</u>	<u>Budgeted</u>	<u>Current Expd</u>	<u>YTD Expended</u>	<u>Unexpended</u>	<u>% Expd</u>
100-4-12240-3150	INDEPENDENT AUDITOR	0.00	21,000.00	0.00	0.00	21,000.00	0
	12240 Total	0.00	21,000.00	0.00	0.00	21,000.00	0

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100-4-12420-0000	FINANCE DEPARTMENT	0.00	0.00	0.00	0.00	0.00	0
100-4-12420-1100	WAGES	4,370.22	59,568.58	1,933.48	42,551.63	17,016.95	71
100-4-12420-1300	PT WAGES	429.34	5,636.33	559.69-	4,529.20	1,107.13	80
100-4-12420-2100	FICA	689.83	4,988.18	145.25	4,194.39	793.79	84
100-4-12420-2200	VRS	1,218.74	12,616.97	601.49	9,897.54	2,719.43	78
100-4-12420-2300	HEALTH INSURANCE	1,399.44	11,050.68	4,003.73-	10,100.57	950.11	91
100-4-12420-2400	GROUP LIFE INSURANCE	63.68	702.91	29.54	474.52	228.39	68
100-4-12420-2500	HYBRID DISABILITY	0.00	134.46	11.06	79.70	54.76	59
100-4-12420-2600	UNEMPLOYMENT INSURANCE	0.00	50.00	0.00	33.75	16.25	68
100-4-12420-2700	WORKER'S COMP	0.00	86.66	0.00	0.00	86.66	0
100-4-12420-3009	DMV STOPS	300.00	1,550.00	300.00	1,125.00	425.00	73
100-4-12420-3150	PROFESSIONAL SVCS	0.00	3,400.00	29.99	3,298.77	101.23	97
100-4-12420-3160	BANKING SERVICE CHARGES	29.00	150.00	0.00	79.26	70.74	53
100-4-12420-3170	VIP MANAGEMENT FEE	269.06	3,500.00	0.00	2,426.35	1,073.65	69
100-4-12420-3320	SERVICE CONTRACTS	0.00	5,062.53	0.00	5,062.53	0.00	100
100-4-12420-3600	ADVERTISING	0.00	787.47	0.00	618.52	168.95	79
100-4-12420-5210	POSTAGE	365.00	1,861.67	0.00	1,198.06	663.61	64
100-4-12420-5230	TELECOMMUNICATIONS	90.00	1,080.00	45.00	675.00	405.00	62
100-4-12420-5400	TUITION REIMBURSEMENT	0.00	3,759.00	0.00	3,759.00	0.00	100
100-4-12420-5501	TRAVEL-MILEAGE/HOTEL/CONFERENCE	0.00	1,600.00	325.00	1,101.52	498.48	69
100-4-12420-5810	DUES & MEMBERSHIPS	0.00	963.33	165.00	963.33	0.00	100
100-4-12420-6001	OFFICE SUPPLIES	232.94	7,350.00	28.03	7,288.35	61.65	99
	12420 FINANCE DEPARTMENT	9,457.25	125,898.77	949.58-	99,456.99	26,441.78	79

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Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
100-4-12510-0000	INFORMATION TECHNOLOGY	0.00	0.00	0.00	0.00	0.00	0
100-4-12510-3150	I.T. SERVICES	668.43	15,000.00	1,168.47	7,969.68	7,030.32	53
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	0.00	10,000.00	716.10	5,620.80	4,379.20	56
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	12.99	5,000.00	0.00	895.62	4,104.38	18
100-4-12510-8001	I.T. EQUIPMENT	0.00	16,600.00	0.00	8,499.44	8,100.56	51
	12510 INFORMATION TECHNOLOGY	681.42	49,600.00	1,884.57	25,435.54	24,164.46	51

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Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
100-4-31100-0000	POLICE DEPARTMENT	0.00	0.00	0.00	0.00	0.00	0
100-4-31100-1100	WAGES	29,406.81	459,837.21	34,351.97	382,742.06	77,095.15	83
100-4-31100-1200	OVERTIME	112.71	10,000.00	0.00	939.97	9,060.03	9
100-4-31100-1300	PT WAGES	1,811.60	31,482.64	1,718.67	16,912.39	14,570.25	54
100-4-31100-1400	OTHER PAY/HOLIDAY	0.00	14,562.53	0.00	9,228.65	5,333.88	63
100-4-31100-1500	SECURITY WAGES	0.00	5,000.00	0.00	1,400.00	3,600.00	28
100-4-31100-2100	FICA	2,259.06	39,396.24	2,609.07	30,397.61	8,998.63	77
100-4-31100-2200	VRS	6,590.96	95,315.81	7,405.30	75,635.82	19,679.99	79
100-4-31100-2300	HEALTH INSURANCE	5,115.08	85,182.00	6,258.00	66,942.38	18,239.62	79
100-4-31100-2400	GROUP LIFE INSURANCE	371.72	5,426.08	425.62	4,333.41	1,092.67	80
100-4-31100-2500	STD/LONG-TERM DISABILITY	0.00	137.47	0.00	34.38	103.09	25
100-4-31100-2600	UNEMPLOYMENT INSURANCE	0.00	69.15	0.00	65.04	4.11	94
100-4-31100-2700	WORKER'S COMP	0.00	15,902.11	0.00	0.00	15,902.11	0
100-4-31100-2710	LODA INSURANCE	0.00	3,621.00	0.00	0.00	3,621.00	0
100-4-31100-3310	REPAIR & MAINT. SVCS	550.00	2,000.00	0.00	10.49	1,989.51	1
100-4-31100-3320	PROFESSIONAL SERVICES	0.00	5,000.00	0.00	1,150.00	3,850.00	23
100-4-31100-3400	CODE RED	0.00	2,700.00	0.00	0.00	2,700.00	0
100-4-31100-3600	ADVERTISING	0.00	1,200.00	0.00	0.00	1,200.00	0
100-4-31100-5210	POSTAGE	0.00	500.00	0.00	96.75	403.25	19
100-4-31100-5230	TELECOMMUNICATIONS	1,058.63	11,640.00	307.09	5,673.07	5,966.93	49
100-4-31100-5305	MOTOR VEHICLE INSURANCE	0.00	3,451.55	0.00	0.00	3,451.55	0
100-4-31100-5306	OTHER PROPERTY INSURANCE	0.00	689.54	0.00	0.00	689.54	0
100-4-31100-5400	TUITION REIMBURSEMENT	0.00	5,500.00	0.00	5,500.00	0.00	100
100-4-31100-5501	TRAVEL-MILEAGE/CONFERENCE/HOTEL	600.00	3,000.00	0.00	2,276.16	723.84	76
100-4-31100-5700	EVENTS	0.00	15,000.00	257.47	505.32	14,494.68	3
100-4-31100-5800	FIRE RANGE FEES	63.72	5,400.00	0.00	3,501.06	1,898.94	65
100-4-31100-5801	ATTORNEY FEES	0.00	2,500.00	450.00	1,450.00	1,050.00	58

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Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
100-4-31100-5810	DUES & MEMBERSHIP	0.00	8,000.00	0.00	33.38	7,966.62	0
100-4-31100-6001	OFFICE SUPPLIES	35.35	3,000.00	0.00	1,751.21	1,248.79	58
100-4-31100-6008	FUEL	0.00	20,000.00	1,085.19	14,835.77	5,164.23	74
100-4-31100-6009	VEHICLE/POWER EQUIPMENT SUPPLIES	969.14	12,000.00	631.21-	9,188.32	2,811.68	77
100-4-31100-6010	POLICE SUPPLIES	836.19	34,000.00	0.00	12,395.91	21,604.09	36
100-4-31100-6011	UNIFORMS	572.84	7,000.00	68.84	3,833.86	3,166.14	55
100-4-31100-6030	CRIME PREVENTION	0.00	2,000.00	0.00	515.51	1,484.49	26
100-4-31100-6032	INVESTIGATION EXPENSE	0.00	3,000.00	522.21	642.00	2,358.00	21
	31100 POLICE DEPARTMENT	50,353.81	913,513.33	54,828.22	651,990.52	261,522.81	71

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Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
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
	32200 CONTROL	0.00	30,000.00	0.00	30,000.00	0.00	100

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<u>Expenditure Account</u>	<u>Description</u>	<u>Prior Yr Expd</u>	<u>Budgeted</u>	<u>Current Expd</u>	<u>YTD Expended</u>	<u>Unexpended</u>	<u>% Expd</u>
100-4-41320-5100	STREETLIGHTS	2,655.99	35,665.00	198.00	23,359.64	12,305.36	66
	41320 Total	2,655.99	35,665.00	198.00	23,359.64	12,305.36	66

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Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
100-4-43200-0000	GENERAL MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0
100-4-43200-1100	WAGES	1,597.85	26,473.99	7,266.15	18,898.45	7,575.54	71
100-4-43200-1300	PT WAGES	1,252.83	19,834.36	1,274.18	12,425.10	7,409.26	63
100-4-43200-1400	OTHER PAY/HOLIDAY	0.00	410.62	212.01	221.59	189.03	54
100-4-43200-2100	FICA	217.63	3,574.00	639.09	2,158.75	1,415.25	60
100-4-43200-2200	VRS	274.10	5,435.11	1,555.44	4,131.82	1,303.29	76
100-4-43200-2300	HEALTH INSURANCE	278.84	6,632.20	1,666.90	5,862.24	769.96	88
100-4-43200-2400	GROUP LIFE INSURANCE	15.74	312.39	85.83	263.72	48.67	84
100-4-43200-2500	HYBRID DISABILITY	0.00	19.42	1.68	16.77	2.65	86
100-4-43200-2600	UNEMPLOYMENT INSURANCE	0.00	64.00	0.00	51.73	12.27	81
100-4-43200-2700	WORKER'S COMP	0.00	149.53	0.00	0.00	149.53	0
100-4-43200-3310	MAINTENANCE CONTRACTS	0.00	2,300.00	0.00	2,300.00	0.00	100
100-4-43200-5100	ELECTRIC	710.97	10,385.00	669.92	8,415.22	1,969.78	81
100-4-43200-5110	HEATING SERVICES	499.83	3,000.00	0.00	1,580.76	1,419.24	53
100-4-43200-5120	WATER/SEWER	238.55	4,303.82	0.00	2,193.58	2,110.24	51
100-4-43200-5230	TELECOMMUNICATION	1,153.97	12,838.00	1,494.96	12,392.74	445.26	97
100-4-43200-5304	PROPERTY INSURANCE	0.00	511.50	0.00	0.00	511.50	0
100-4-43200-5305	MOTOR VEHICLE INSURANCE	0.00	1,367.14	0.00	0.00	1,367.14	0
100-4-43200-5306	OTHER PROPERTY INSURANCE	0.00	3,421.11	0.00	0.00	3,421.11	0
100-4-43200-5308	GENERAL LIABILITY INSURANCE	0.00	5,553.00	0.00	0.00	5,553.00	0
100-4-43200-5410	LEASE OF EQUIPMENT	0.00	7,000.00	0.00	3,473.20	3,526.80	50
100-4-43200-5501	TRAVEL-MILEAGE/CONFERENCE/HOTEL	0.00	4,134.10	0.00	4,134.10	0.00	100
100-4-43200-6001	OFFICE SUPPLIES	231.65	615.90	0.00	273.68	342.22	44
100-4-43200-6005	JANITORIAL SUPPLIES	200.33	1,250.00	0.00	804.73	445.27	64
100-4-43200-6007	REPAIR & MAINT. SUPPLIES	1,982.67	24,287.62	658.94	22,274.40	2,013.22	92
100-4-43200-6008	FUEL	34.52	20,000.00	607.57	8,101.22	11,898.78	41
100-4-43200-6009	VEHICLE/POWER EQUIPMENT SUPPLIES	1,431.16	19,250.00	629.56	8,262.09	10,987.91	43

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Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
100-4-43200-6011	UNIFORMS	142.49	3,000.00	0.00	1,937.19	1,062.81	65
100-4-43200-6012	CHRISTMAS DECORATIONS	0.00	1,662.38	0.00	1,662.38	0.00	100
100-4-43200-6013	AG SUPPLIES	0.00	2,500.00	0.00	352.42	2,147.58	14
100-4-43200-8005	EQUIPMENT/VEHICLES	0.00	47,798.00	0.00	27,798.00	20,000.00	58
	43200 GENERAL MAINTENANCE	10,263.13	238,083.19	16,762.23	149,985.88	88,097.31	63

Town of Amherst
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<u>Expenditure Account</u>	<u>Description</u>	<u>Prior Yr Expd</u>	<u>Budgeted</u>	<u>Current Expd</u>	<u>YTD Expended</u>	<u>Unexpended</u>	<u>% Expd</u>
100-4-72100-5600	VILLAGE GARDEN CLUB CONTRI.	86.40	3,000.00	1,290.87	1,290.87	1,709.13	43
	72100 Total	86.40	3,000.00	1,290.87	1,290.87	1,709.13	43

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<u>Expenditure Account</u>	<u>Description</u>	<u>Prior Yr Expd</u>	<u>Budgeted</u>	<u>Current Expd</u>	<u>YTD Expended</u>	<u>Unexpended</u>	<u>% Expd</u>
100-4-72200-5600	MUSEUM CONTRIBUTIONS	0.00	2,500.00	0.00	0.00	2,500.00	0
	72200 Total	0.00	2,500.00	0.00	0.00	2,500.00	0

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Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
100-4-81100-0000	PLANNING/ZONING	0.00	0.00	0.00	0.00	0.00	0
100-4-81100-3100	PROFESSIONAL SERVICES	0.00	10,000.00	0.00	0.00	10,000.00	0
100-4-81100-3600	ADVERTISING	193.91	1,455.08	155.92	1,325.42	129.66	91
100-4-81100-5210	POSTAGE	0.00	144.92	0.00	144.92	0.00	100
100-4-81100-5701	PLANNING GRANTS	0.00	1,227.00	0.00	1,227.00	0.00	100
	81100 PLANNING/ZONING	193.91	12,827.00	155.92	2,697.34	10,129.66	21

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<u>Expenditure Account</u>	<u>Description</u>	<u>Prior Yr Expd</u>	<u>Budgeted</u>	<u>Current Expd</u>	<u>YTD Expended</u>	<u>Unexpended</u>	<u>% Expd</u>
100-4-83500-5600	NEIGHBORS HELPING NEIGHBORS CONTRIB	0.00	1,000.00	0.00	1,000.00	0.00	100
	83500 Total	0.00	1,000.00	0.00	1,000.00	0.00	100

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Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
100-4-94000-0000	CONTROL	0.00	0.00	0.00	0.00	0.00	0
100-4-94000-5120	TRANSFER TO SEWER	0.00	216,469.73	0.00	216,469.73	0.00	100
100-4-94000-7000	TRANSFER TO EDA	0.00	4,349.58	0.00	4,349.58	0.00	100
100-4-94000-8000	PURCHASE OF LAND/BUILDING	0.00	0.00	0.00	357,904.55	357,904.55-	0
	94000 CONTROL	0.00	220,819.31	0.00	578,723.86	357,904.55-	262
	4 Total	101,831.06	1,919,242.48	84,586.36	1,728,847.86	190,394.62	90
	GENERAL FUND Expenditure Totals	101,831.06	1,919,242.48	84,586.36	1,728,847.86	190,394.62	90

100 GENERAL FUND	Prior	Current	YTD
Revenues:	170,482.61	206,806.98	1,380,176.88
Expenditures:	101,831.06	84,586.36	1,728,847.86
Net Income:	68,651.55	122,220.62	348,670.98-

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<u>Revenue Account</u>	<u>Description</u>	<u>Prior Yr Rev</u>	<u>Anticipated</u>	<u>Curr Rev</u>	<u>YTD Rev</u>	<u>Excess/Deficit</u>	<u>% Real</u>
150-3-24010-0000	ASSET FORFEITURE STATE FUNDS	0.00	0.00	0.00	2,050.00	2,050.00	0
	24010 ASSET FORFEITURE STATE FUNDS	0.00	0.00	0.00	2,050.00	2,050.00	0
	3 Total	0.00	0.00	0.00	2,050.00	2,050.00	0
	Fund 150 Revenue Totals	0.00	0.00	0.00	2,050.00	2,050.00	0

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150 Fund	Prior	Current	YTD	
Revenues:		0.00	0.00	2,050.00
Expenditures:		0.00	0.00	0.00
Net Income:		0.00	0.00	2,050.00

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Revenue Account	Description	Prior Yr Rev	Anticipated	Curr Rev	YTD Rev	Excess/Deficit	% Real
501-3-16080-0005	WATER IN-TOWN BASE CHARGES	22,510.68	285,052.37	0.00	210,762.46	74,289.91-	74
501-3-16080-0006	WATER OT BASE CHARGES	14,896.22	176,256.18	0.00	97,783.22	78,472.96-	55
501-3-16080-0007	WATER IN-TOWN USAGE CHARGE	30,688.13	429,477.74	0.00	312,309.73	117,168.01-	73
501-3-16080-0008	WATER OT USAGE CHARGES	23,788.37	291,011.27	0.00	157,080.64	133,930.63-	54
501-3-16080-0009	PENALTIES	2,984.46	25,000.00	0.00	20,624.75	4,375.25-	82
501-3-16080-0010	TRIP CHARGES	1,150.00	8,000.00	0.00	5,200.00	2,800.00-	65
501-3-16080-0011	DORMANT ACCT FEE	277.73	3,380.94	0.00	1,943.90	1,437.04-	58
501-3-16080-0012	FIRE SPRINKLERS	397.00	4,599.00	0.00	3,176.00	1,423.00-	69
501-3-16080-0013	AVAILABILITY FEE	0.00	5,000.00	6,133.42	10,763.98	5,763.98	215
501-3-16080-0014	WATER CHARGES-SBC	8,025.00	106,200.00	0.00	70,620.00	35,580.00-	66
501-3-16080-0016	SBC WATER CAPITAL COSTS REIMB	2,185.60	26,227.20	0.00	17,484.80	8,742.40-	67
	16080 Total	106,903.19	1,360,204.70	6,133.42	907,749.48	452,455.22-	66
501-3-18990-0005	SALVAGED/SOLD PROPERTY	0.00	9,039.60	0.00	0.00	9,039.60-	0
	18990 Total	0.00	9,039.60	0.00	0.00	9,039.60-	0
501-3-21000-0000	GRANT REVENUE	0.00	0.00	0.00	187,585.34	187,585.34	0
	21000 GRANT REVENUE	0.00	0.00	0.00	187,585.34	187,585.34	0
501-3-33020-0003	BUILD BACK BETTER FUNDS	0.00	0.00	0.00	637,141.46	637,141.46	0
	33020 Total	0.00	0.00	0.00	637,141.46	637,141.46	0
501-3-41010-0001	INSURANCE CLAIM REIMBURSEMENT	0.00	18,425.85	0.00	0.00	18,425.85-	0
	41010 Total	0.00	18,425.85	0.00	0.00	18,425.85-	0
501-3-41040-0006	TRANSFER FROM OTHR FUNDS	0.00	278,442.36	0.00	0.00	278,442.36-	0
	41040 Total	0.00	278,442.36	0.00	0.00	278,442.36-	0

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Revenue Account	Description	Prior Yr Rev	Anticipated	Curr Rev	YTD Rev	Excess/Deficit	% Real
501-3-41060-0007	DEPOSIT-UTILITY ACCTS	285.87-	5,000.00	0.00	699.91	4,300.09-	14
	41060 Total	285.87-	5,000.00	0.00	699.91	4,300.09-	13
501-3-42000-0000	RESERVE FUNDS	0.00	30,205.00	0.00	0.00	30,205.00-	0
	42000 RESERVE FUNDS	0.00	30,205.00	0.00	0.00	30,205.00-	0
	3 Total	106,617.32	1,701,317.51	6,133.42	1,733,176.19	31,858.68	101
	WATER FUND Revenue Totals	106,617.32	1,701,317.51	6,133.42	1,733,176.19	31,858.68	101

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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
501-4-12110-1100	WAGES	3,764.68	64,335.01	3,947.50	43,311.50	21,023.51	67
501-4-12110-1300	PT WAGES	419.44	5,717.50	439.82	4,826.74	890.76	84
501-4-12110-2100	FICA	336.94	5,359.02	354.50	3,865.24	1,493.78	72
501-4-12110-2200	VRS	1,076.84	15,459.70	1,235.82	12,395.87	3,063.83	80
501-4-12110-2300	HEALTH INSURANCE	370.62	8,135.40	415.30	4,152.95	3,982.45	51
501-4-12110-2400	GROUP LIFE INSURANCE	47.90	674.28	50.24	502.39	171.89	75
501-4-12110-2500	STD/LONG-TERM DISABILITY	0.00	339.69	22.58	225.80	113.89	66
	12110 TOWN MANAGER	6,016.42	100,020.60	6,465.76	69,280.49	30,740.11	69

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<u>Expenditure Account</u>	<u>Description</u>	<u>Prior Yr Expd</u>	<u>Budgeted</u>	<u>Current Expd</u>	<u>YTD Expended</u>	<u>Unexpended</u>	<u>% Expd</u>
501-4-12210-3150	LEGAL FEE/STUDY	0.00	100,000.00	0.00	6,280.50	93,719.50	6
	12210 Total	0.00	100,000.00	0.00	6,280.50	93,719.50	6

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Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
501-4-12420-0000	FINANCE DEPARTMENT	0.00	0.00	0.00	0.00	0.00	0
501-4-12420-1100	WAGES	3,368.24	45,911.90	3,782.87	43,359.70	2,552.20	94
501-4-12420-1300	PT WAGES	858.69	11,272.66	1,176.48	9,058.39	2,214.27	80
501-4-12420-2100	FICA	303.05	4,374.62	379.81	3,869.44	505.18	88
501-4-12420-2200	VRS	683.60	10,183.95	920.64	7,972.17	2,211.78	78
501-4-12420-2300	HEALTH INSURANCE	231.28	8,608.70	3,117.57	6,037.58	2,571.12	70
501-4-12420-2400	GROUP LIFE INSURANCE	38.52	541.76	45.20	417.52	124.24	77
501-4-12420-2500	HYBRID DISABILITY	0.00	189.39	21.64	155.90	33.49	82
501-4-12420-3320	SUPPORT CONTRACTS	0.00	3,500.00	535.53	4,975.36	1,475.36-	142
501-4-12420-5210	POSTAGE	341.83	4,200.00	347.71	3,587.01	612.99	85
501-4-12420-6001	OFFICE SUPPLIES	0.00	2,077.50	0.00	2,077.50	0.00	100
	12420 FINANCE DEPARTMENT	5,825.21	90,860.48	10,327.45	81,510.57	9,349.91	90

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Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
501-4-44000-0000	WATER OPERATIONAL	0.00	0.00	0.00	0.00	0.00	0
501-4-44000-1100	WAGES	14,338.42	138,693.83	54,384.51-	117,370.11	21,323.72	85
501-4-44000-1200	OVERTIME	438.53	0.00	0.00	0.00	0.00	0
501-4-44000-1300	PT WAGES	2,553.00	31,677.00	1,809.00	26,344.68	5,332.32	83
501-4-44000-1400	OTHER/HOLIDAY	0.00	5,023.13	212.01-	4,177.69	845.44	83
501-4-44000-2100	FICA	1,329.19	13,417.64	3,976.96-	11,321.66	2,095.98	84
501-4-44000-2200	VRS	3,056.80	31,626.29	10,778.34-	25,013.85	6,612.44	79
501-4-44000-2300	HEALTH INSURANCE	2,799.92	31,290.00	11,429.89-	26,222.45	5,067.55	84
501-4-44000-2400	GROUP LIFE INSURANCE	170.50	1,636.59	592.06-	1,364.44	272.15	83
501-4-44000-2500	LONG-TERM DISABILITY	0.00	475.57	19.36	193.24	282.33	41
501-4-44000-2600	UNEMPLOYMENT INSURANCE	0.00	82.00	0.00	42.61	39.39	52
501-4-44000-2700	WORKER'S COMP	0.00	2,281.86	0.00	0.00	2,281.86	0
501-4-44000-3140	TESTING SERVICES	92.40	19,950.00	467.00	4,481.00	15,469.00	22
501-4-44000-3150	PROFESSIIIONAL SVCS	250.00	6,200.00	250.00	2,250.00	3,950.00	36
501-4-44000-3310	REPAIR & MAINT. SVCS	0.00	10,000.00	0.00	5,351.53	4,648.47	54
501-4-44000-3600	ADVERTISING	0.00	2,000.00	0.00	461.77	1,538.23	23
501-4-44000-5100	ELECTRICAL SVCS	6,296.32	75,400.00	6,563.13	64,159.96	11,240.04	85
501-4-44000-5120	WATER & SEWER	6,185.12	93,830.71	0.00	47,899.40	45,931.31	51
501-4-44000-5210	POSTAGE	0.00	2,000.00	0.00	15.60	1,984.40	1
501-4-44000-5230	TELECOMMUNICATIONS	335.35	7,500.00	107.91-	2,937.95	4,562.05	39
501-4-44000-5301	TRAVEL-MILEAGE/HOTEL/CONFERENCE	0.00	1,500.00	0.00	0.00	1,500.00	0
501-4-44000-5304	PROPERTY INSURANCE	0.00	2,951.04	0.00	0.00	2,951.04	0
501-4-44000-5305	MOTOR VEHICLE INSURANCE	0.00	437.65	0.00	0.00	437.65	0
501-4-44000-5501	TRAVEL-MILEAGE/HOTEL/CONFERENCE	0.00	0.00	0.00	250.00	250.00-	0
501-4-44000-5600	PERMITS	0.00	7,000.00	0.00	3,558.00	3,442.00	51
501-4-44000-5810	DUES & MEMBERSHIPS	100.00	2,000.00	0.00	511.19	1,488.81	26
501-4-44000-6001	OFFICE SUPPLIES	493.03	2,000.00	339.27	351.21	1,648.79	18

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Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
501-4-44000-6004	LAB SUPPLIES	600.17	20,000.00	1,960.48	6,130.51	13,869.49	31
501-4-44000-6007	REPAIR & MAINT. SUPPLIES	5.89	78,630.85	1,903.24	42,457.39	36,173.46	54
501-4-44000-6008	FUEL/OIL	0.00	2,000.00	0.00	0.00	2,000.00	0
501-4-44000-6009	VEHICLE & EQUIP SUPPLIES	25.67	3,000.00	0.00	482.74	2,517.26	16
501-4-44000-6011	UNIFORMS	0.00	1,500.00	0.00	991.10	508.90	66
501-4-44000-6051	CHEMICALS	2,937.33	108,000.00	0.00	64,127.57	43,872.43	59
	44000 WATER OPERATIONAL	42,007.64	702,104.16	68,170.20-	458,467.65	243,636.51	65

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Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
501-4-45000-0000	WATER MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0
501-4-45000-1100	WAGES	7,989.25	132,369.94	21,978.47	80,139.97	52,229.97	61
501-4-45000-1200	PT WAGES	0.00	3,529.57	0.00	47.86	3,481.71	1
501-4-45000-1300	PT WAGES	134.11	2,053.10	324.45	1,006.06	1,047.04	49
501-4-45000-2100	FICA	619.11	10,553.38	4,237.60	8,303.91	2,249.47	79
501-4-45000-2200	VRS	1,222.08	27,175.55	11,581.44	23,229.62	3,945.93	85
501-4-45000-2300	HEALTH INSURANCE	1,243.26	28,161.00	11,007.35	23,548.36	4,612.64	84
501-4-45000-2400	GROUP LIFE INSURANCE	70.24	1,561.97	639.83	1,303.07	258.90	83
501-4-45000-2500	HYBRID DISABILITY	0.00	97.10	8.32	74.88	22.22	77
501-4-45000-2700	WORKER'S COMP	0.00	5,376.92	0.00	0.00	5,376.92	0
501-4-45000-5130	MISS UTILITY	43.70	800.00	49.20	526.45	273.55	66
501-4-45000-5305	MOTOR VEHICLE INSURANCE	0.00	1,367.14	0.00	0.00	1,367.14	0
501-4-45000-5410	LEASE OF EQUIPMENT	0.00	5,000.00	0.00	375.00	4,625.00	8
501-4-45000-5501	TRAVEL-MILEAGE/CONFERENCE/HOTEL	0.00	2,000.00	0.00	130.00	1,870.00	6
501-4-45000-5810	DUES & MEMBERSHIP	0.00	200.00	0.00	0.00	200.00	0
501-4-45000-6007	REPAIR & MAINT. SUPPLIES	2,502.85	25,000.00	143.32	5,536.55	19,463.45	22
	45000 WATER MAINTENANCE	13,824.60	245,245.67	49,969.98	144,221.73	101,023.94	59

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Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
501-4-94000-0000	CONTROL	0.00	0.00	0.00	0.00	0.00	0
501-4-94000-8002	WATER TREATMENT PLANT IMPROVEMENTS	376.00	0.00	0.00	3,044.01	3,044.01-	0
501-4-94000-8003	SUNSET WATERLINE REPLACEMENT	99,191.63	0.00	73,973.40	784,786.71	784,786.71-	0
	94000 CONTROL	99,567.63	0.00	73,973.40	787,830.72	787,830.72-	0

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Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
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	18,258.30	0.00	8,927.28	9,331.02	49
501-4-95000-9001	60W W/L INTEREST	0.00	10,785.62	0.00	5,594.68	5,190.94	52
501-4-95000-9004	MAINSTREET W/L PRINCIPLE	0.00	83,792.13	0.00	41,198.24	42,593.89	49
501-4-95000-9005	MAINSTREET W/L INTEREST	0.00	39,159.55	0.00	20,277.60	18,881.95	52
501-4-95000-9006	STERLING BANK DEBT REFI PRIN	8,810.02	109,311.69	0.00	81,983.82	27,327.87	75
501-4-95000-9007	STERLING BANK DEBT REFI INTEREST	1,704.29	17,891.54	0.00	13,761.41	4,130.13	77
501-4-95000-9008	WATER PLANT UPGRADES PRINCIPLES	0.00	95,099.78	0.00	46,740.52	48,359.26	49
501-4-95000-9009	WATER PLANT UPGRADES INTEREST	0.00	79,748.40	0.00	40,683.57	39,064.83	51
	95000 DEBT SERVICE	10,514.31	454,047.01	0.00	259,167.12	194,879.89	57
	4 Total	177,755.81	1,692,277.92	72,566.39	1,806,758.78	114,480.86-	107
	WATER FUND Expenditure Totals	177,755.81	1,692,277.92	72,566.39	1,806,758.78	114,480.86-	107

501 WATER FUND	Prior	Current	YTD
Revenues:	106,617.32	6,133.42	1,733,176.19
Expenditures:	177,755.81	72,566.39	1,806,758.78
Net Income:	71,138.49-	66,432.97 -	73,582.59 -

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Revenue Account	Description	Prior Yr Rev	Anticipated	Curr Rev	YTD Rev	Excess/Deficit	% Real
502-3-16080-0005	SEWER IN-TOWN BASE CHARGES	32,294.75	408,714.71	0.00	309,875.79	98,838.92-	76
502-3-16080-0006	SEWER OT BASE CHARGES	10,252.92	124,433.56	0.00	70,991.26	53,442.30-	57
502-3-16080-0007	SEWER IN-TOWN USAGE CHARGE	21,744.49	320,678.09	0.00	221,102.97	99,575.12-	69
502-3-16080-0008	SEWER OT USAGE CHARGE	8,277.22	101,102.27	0.00	57,228.14	43,874.13-	57
502-3-16080-0009	PENALTIES	3,090.70	25,000.00	0.00	21,294.07	3,705.93-	85
502-3-16080-0011	DORMANT ACCT FEE	399.00	5,010.30	0.00	2,610.18	2,400.12-	52
502-3-16080-0012	AVALABILITY FEE	0.00	1,000.00	0.00	0.00	1,000.00-	0
	16080 Total	76,059.08	985,938.93	0.00	683,102.41	302,836.52-	69
502-3-19020-0003	SBC-RUT. CREEK OPERATIONS	0.00	68,000.00	21,505.26	106,917.60	38,917.60	157
502-3-19020-0004	SBC SEWER REHAB	0.00	11,172.00	2,793.00	13,965.00	2,793.00	125
	19020 Total	0.00	79,172.00	24,298.26	120,882.60	41,710.60	152
502-3-24040-0003	NUTRIENT CREDIT	0.00	400.00	0.00	552.81	152.81	138
	24040 Total	0.00	400.00	0.00	552.81	152.81	138
502-3-41010-0001	INSURANCE CLAIM REIMBURSEMENT	0.00	7,882.21	0.00	0.00	7,882.21-	0
	41010 Total	0.00	7,882.21	0.00	0.00	7,882.21-	0
502-3-41040-0006	TRANSFER FROM OTHER FUNDS	0.00	218,976.28	0.00	216,469.73	2,506.55-	99
	41040 Total	0.00	218,976.28	0.00	216,469.73	2,506.55-	98
502-3-42000-0000	RESERVE FUNDS	0.00	6,175.00	0.00	0.00	6,175.00-	0
	42000 RESERVE FUNDS	0.00	6,175.00	0.00	0.00	6,175.00-	0
	3 Total	76,059.08	1,298,544.42	24,298.26	1,021,007.55	277,536.87-	78
	SEWER FUND Revenue Totals	76,059.08	1,298,544.42	24,298.26	1,021,007.55	277,536.87-	78

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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	2,823.52	41,053.95	2,960.62	32,483.60	8,570.35	79
502-4-12110-1300	PT WAGES	419.44	5,717.50	439.82	4,826.74	890.76	84
502-4-12110-2100	FICA	260.74	3,578.02	274.30	2,991.21	586.81	84
502-4-12110-2200	VRS	807.64	9,865.26	926.88	9,297.05	568.21	94
502-4-12110-2300	HEALTH INSURANCE	277.98	4,005.12	311.48	3,114.76	890.36	78
502-4-12110-2400	GROUP LIFE INSURANCE	35.92	484.44	37.68	376.79	107.65	78
502-4-12110-2500	STD/LONG-TERM DISABILITY	0.00	216.76	16.94	169.40	47.36	78
	12110 CONTROL	4,625.24	64,921.05	4,967.72	53,259.55	11,661.50	82

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Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
502-4-12420-0000	FINANCE DEPARTMENT	0.00	0.00	0.00	0.00	0.00	0
502-4-12420-1100	WAGES	2,767.32	37,720.66	2,521.91	32,911.63	4,809.03	87
502-4-12420-1300	PT WAGES	837.22	10,990.84	1,147.06	8,831.90	2,158.94	80
502-4-12420-2100	FICA	256.21	3,726.43	280.93	3,072.89	653.54	82
502-4-12420-2200	VRS	571.06	8,249.54	613.77	5,919.57	2,329.97	72
502-4-12420-2300	HEALTH INSURANCE	222.04	6,681.14	2,303.73	4,630.54	2,050.60	69
502-4-12420-2400	GROUP LIFE INSURANCE	32.30	445.10	30.14	313.18	131.92	70
502-4-12420-2500	HYBRID DISABILITY	0.00	0.00	14.43	103.95	103.95-	0
502-4-12420-3320	SERVICE CONTRACTS	0.00	3,500.00	535.54	4,975.35	1,475.35-	142
502-4-12420-5210	POSTAGE	341.83	4,500.00	347.71	3,586.96	913.04	80
502-4-12420-6001	OFFICE SUPPLIES	0.00	2,077.50	0.00	2,077.50	0.00	100
	12420 FINANCE DEPARTMENT	5,027.98	77,891.21	7,795.22	66,423.47	11,467.74	85

Town of Amherst
Statement of Revenue and Expenditures

05/04/2026
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Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
502-4-44000-0000	SEWER OPERATIONAL	0.00	0.00	0.00	0.00	0.00	0
502-4-44000-1100	WAGES	16,094.07	176,872.50	19,004.90-	149,281.81	27,590.69	84
502-4-44000-1200	OVERTIME	438.52	0.00	0.00	0.00	0.00	0
502-4-44000-1400	OTHER/HOLIDAY	0.00	7,152.32	0.00	5,525.73	1,626.59	77
502-4-44000-2100	FICA	1,210.43	14,077.90	1,440.97-	11,893.78	2,184.12	84
502-4-44000-2200	VRS	3,711.54	38,098.65	3,430.51-	31,641.73	6,456.92	83
502-4-44000-2300	HEALTH INSURANCE	2,786.08	31,290.00	2,129.11-	25,965.07	5,324.93	83
502-4-44000-2400	GROUP LIFE INSURANCE	205.18	2,087.10	190.57-	1,730.58	356.52	83
502-4-44000-2500	LONG-TERM DISABILITY	0.00	619.54	43.25	432.50	187.04	70
502-4-44000-2600	UNEMPLOYMENT INSURANCE	0.00	24.00	0.00	20.00	4.00	83
502-4-44000-2700	WORKER'S COMP	0.00	3,396.67	0.00	0.00	3,396.67	0
502-4-44000-3120	SLUDGE & TRASH REMOVAL-RUT CRK.	0.00	9,650.00	0.00	5,822.75	3,827.25	60
502-4-44000-3140	TESTING SERVICES	2,232.00	53,057.29	2,964.00	40,558.40	12,498.89	76
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	0.00	25,000.00	0.00	24,141.53	858.47	97
502-4-44000-3600	ADVERTISING	0.00	500.00	0.00	0.00	500.00	0
502-4-44000-5100	ELECTRICAL SVCS-RUT CRK	5,939.23	66,000.00	5,971.11	60,659.46	5,340.54	92
502-4-44000-5120	WATER, SEWER - RUT. CRK.	218.06	10,644.56	0.00	23,747.16	13,102.60-	223
502-4-44000-5130	ELECTRICAL SVCS-PUMP STATION	205.94	1,850.00	278.20	1,658.47	191.53	90
502-4-44000-5140	WATER,SEWER-PUMP STATION	15.60	204.60	0.00	101.14	103.46	49
502-4-44000-5210	POSTAGE	0.00	125.00	0.00	104.80	20.20	84
502-4-44000-5230	TELECOMMUNICATIONS	791.82	8,476.00	592.22	7,535.74	940.26	89
502-4-44000-5304	PROPERTY INSURANCE	0.00	4,398.81	0.00	0.00	4,398.81	0
502-4-44000-5305	MOTOR VEHICLE INSURANCE	0.00	415.38	0.00	0.00	415.38	0
502-4-44000-5501	TRAVEL-MILEAGE/HOTEL/CONFERENCE	0.00	500.00	0.00	0.00	500.00	0
502-4-44000-5600	PERMITS	2,376.04	4,523.00	0.00	4,523.00	0.00	100
502-4-44000-5810	DUES & MEMBERSHIPS	0.00	2,285.92	1,673.76	2,285.92	0.00	100

Town of Amherst
Statement of Revenue and Expenditures

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Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
502-4-44000-6001	OFFICE SUPPLIES	699.02	2,000.00	339.28	351.22	1,648.78	18
502-4-44000-6004	LAB SUPPLIES	142.57	10,000.00	444.99	3,143.16	6,856.84	31
502-4-44000-6007	REPAIR & MAINT. SUPPLIES-RUT. CRK.	0.00	59,057.21	1,148.81	42,800.92	16,256.29	72
502-4-44000-6008	FUEL/OIL	0.00	3,000.00	90.20	1,804.97	1,195.03	60
502-4-44000-6009	VEHICLE & EQUIP SUPPLIES	0.00	3,000.00	0.00	30.00	2,970.00	1
502-4-44000-6011	UNIFORMS	0.00	1,184.08	0.00	991.10	192.98	84
502-4-44000-6051	CHEMICALS - RUT. CREEK	0.00	10,530.00	0.00	10,530.00	0.00	100
	44000 SEWER OPERATIONAL	37,316.10	553,020.53	12,400.24-	459,530.94	93,489.59	83

Town of Amherst
Statement of Revenue and Expenditures

05/04/2026
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Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
502-4-45000-0000	SEWER MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0
502-4-45000-1100	WAGES	7,989.25	132,369.94	90,151.61	148,313.11	15,943.17-	112
502-4-45000-1300	PT WAGES	134.11	3,529.57	324.45	1,006.06	2,523.51	28
502-4-45000-1400	OTHER PAY/HOLIDAY	0.00	2,053.10	0.00	47.86	2,005.24	2
502-4-45000-2100	FICA	619.11	10,553.38	4,237.48	8,303.79	2,249.59	79
502-4-45000-2200	VRS	1,222.08	27,175.55	11,676.12	23,214.10	3,961.45	85
502-4-45000-2300	HEALTH INSURANCE	1,243.26	28,161.00	11,075.19	23,616.20	4,544.80	84
502-4-45000-2400	GROUP LIFE INSURANCE	70.24	1,561.97	644.97	1,308.21	253.76	84
502-4-45000-2500	HYBRID DISABILITY	0.00	97.10	8.49	84.90	12.20	87
502-4-45000-5305	MOTOR VEHICLE INSURANCE	0.00	1,367.14	0.00	0.00	1,367.14	0
502-4-45000-6007	REPAIR & MAINT. SUPPLIES	247.41	19,039.60	0.00	16,573.65	2,465.95	87
	45000 SEWER MAINTENANCE	11,525.46	225,908.35	118,118.31	222,467.88	3,440.47	98

Town of Amherst
Statement of Revenue and Expenditures

<u>Expenditure Account</u>	<u>Description</u>	<u>Prior Yr Expd</u>	<u>Budgeted</u>	<u>Current Expd</u>	<u>YTD Expended</u>	<u>Unexpended</u>	<u>% Expd</u>
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	87,861.48	87,861.48-	0
	94000 CAPITAL PROJECTS	0.00	0.00	0.00	87,861.48	87,861.48-	0

Town of Amherst
Statement of Revenue and Expenditures

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Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
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	18,721.30	232,287.34	0.00	174,215.46	58,071.88	75
502-4-95000-9003	STERLING BANK WWTP REFI INTEREST	3,621.63	38,019.53	0.00	29,243.08	8,776.45	77
502-4-95000-9004	SEWER REHAB PRINCIPLE	5,879.27	72,094.24	0.00	54,051.30	18,042.94	75
502-4-95000-9005	SEWER REHAB INTEREST	3,748.73	43,441.76	0.00	32,600.70	10,841.06	75
	95000 DEBT SERVICE	31,970.93	385,842.87	0.00	290,110.54	95,732.33	75

Town of Amherst
Statement of Revenue and Expenditures

Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
	4 Total	90,465.71	1,307,584.01	118,481.01	1,179,653.86	127,930.15	90
	SEWER FUND Expenditure Totals	90,465.71	1,307,584.01	118,481.01	1,179,653.86	127,930.15	90

502 SEWER FUND	Prior	Current	YTD
Revenues:	76,059.08	24,298.26	1,021,007.55
Expenditures:	90,465.71	118,481.01	1,179,653.86
Net Income:	14,406.63-	94,182.75-	158,646.31-

Town of Amherst
Statement of Revenue and Expenditures

05/04/2026
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Revenue Account	Description	Prior Yr Rev	Anticipated	Curr Rev	YTD Rev	Excess/Deficit	% Real
514-3-16080-0005	GARBAGE IT CHARGES	12,382.81	147,337.50	0.00	99,555.05	47,782.45-	68
514-3-16080-0006	GARBAGE OT CHARGES	1,700.00	19,512.50	0.00	13,666.81	5,845.69-	70
514-3-16080-0009	PENALTIES	483.97	5,000.00	0.00	3,446.16	1,553.84-	69
	16080 Total	14,566.78	171,850.00	0.00	116,668.02	55,181.98-	67
	3 Total	14,566.78	171,850.00	0.00	116,668.02	55,181.98-	67
	GARBAGE FUND Revenue Totals	14,566.78	171,850.00	0.00	116,668.02	55,181.98-	67

Town of Amherst
Statement of Revenue and Expenditures

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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	282.34	1,282.94	296.06	3,248.30	1,965.36-	253
514-4-12110-2100	FICA	22.88	98.14	24.06	262.20	164.06-	267
514-4-12110-2200	VRS	80.76	308.29	92.68	929.63	621.34-	302
514-4-12110-2300	HEALTH INSURANCE	27.80	125.16	31.14	311.40	186.24-	249
514-4-12110-2400	GROUP LIFE INSURANCE	3.60	15.14	3.76	37.61	22.47-	248
514-4-12110-2500	STD/LONG-TERM DISABILITY	0.00	6.77	1.68	16.80	10.03-	248
514-4-12110-5000	CONTINGENCY	0.00	7,087.50	0.00	0.00	7,087.50	0
	12110 TOWN MANAGER	417.38	8,923.94	449.38	4,805.94	4,118.00	54

Town of Amherst
Statement of Revenue and Expenditures

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Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
514-4-12420-0000	FINANCE DEPARTMENT	0.00	0.00	0.00	0.00	0.00	0
514-4-12420-1100	WAGES	141.78	1,043.57	168.12	1,866.33	822.76-	179
514-4-12420-1300	PT WAGES	21.47	281.82	29.43	226.57	55.25	80
514-4-12420-2100	FICA	11.67	169.42	15.11	154.15	15.27	91
514-4-12420-2200	VRS	28.62	430.50	40.90	345.11	85.39	80
514-4-12420-2300	HEALTH INSURANCE	9.24	375.48	135.13	259.10	116.38	69
514-4-12420-2400	GROUP LIFE INSURANCE	1.60	22.81	2.02	18.01	4.80	79
514-4-12420-2500	HYBRID DISABILITY	0.00	5.08	0.96	6.85	1.77-	135
	12420 FINANCE DEPARTMENT	214.38	2,328.68	391.67	2,876.12	547.44-	124

Town of Amherst
Statement of Revenue and Expenditures

Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
514-4-43200-0000	CONTROL	0.00	0.00	0.00	0.00	0.00	0
514-4-43200-3160	COLLECTION IN-TOWN	11,092.00	135,559.68	11,964.00	116,903.04	18,656.64	86
514-4-43200-3170	COLLECTION OUT OF TOWN	1,553.82	20,824.80	1,728.00	16,009.92	4,814.88	77
	43200 CONTROL	12,645.82	156,384.48	13,692.00	132,912.96	23,471.52	85

Town of Amherst
Statement of Revenue and Expenditures

Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
514-4-45000-0000	GARBAGE MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0
514-4-45000-1100	WAGES	177.54	2,941.55	1,205.98	2,498.25	443.30	85
514-4-45000-1400	OTHER PAY/HOLIDAYS	0.00	45.62	0.00	1.04	44.58	2
514-4-45000-2100	FICA	13.52	228.52	90.57	179.62	48.90	79
514-4-45000-2200	VRS	27.16	334.54	250.33	506.65	172.11-	151
514-4-45000-2300	HEALTH INSURANCE	27.64	625.80	239.56	518.20	107.60	83
514-4-45000-2400	GROUP LIFE INSURANCE	1.58	34.71	13.82	28.58	6.13	82
514-4-45000-2500	DISABILITY	0.00	2.16	0.00	0.00	2.16	0
	45000 GARBAGE MAINTENANCE	247.44	4,212.90	1,800.26	3,732.34	480.56	89
	4 Total	13,525.02	171,850.00	16,333.31	144,327.36	27,522.64	84
	GARBAGE FUND Expenditure Totals	13,525.02	171,850.00	16,333.31	144,327.36	27,522.64	84

514 GARBAGE FUND	Prior	Current	YTD
Revenues:	14,566.78	0.00	116,668.02
Expenditures:	13,525.02	16,333.31	144,327.36
Net Income:	1,041.76	16,333.31-	27,659.34-

Town of Amherst
Statement of Revenue and Expenditures

05/04/2026
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Revenue Account	Description	Prior Yr Rev	Anticipated	Curr Rev	YTD Rev	Excess/Deficit	% Real
701-3-41030-0001	BP RECOUPMENT REV	64,795.16	64,795.16	0.00	0.00	64,795.16-	0
	41030 Total	64,795.16	64,795.16	0.00	0.00	64,795.16-	0
701-3-41040-0001	BOND ISSUE	0.00	2,612.50	0.00	2,612.50	0.00	100
701-3-41040-0006	TRANSFER FROM OTHER FUNDS	0.00	4,349.58	0.00	4,349.58	0.00	100
	41040 Total	0.00	6,962.08	0.00	6,962.08	0.00	100
701-3-41060-0001	HOME OWNERS REIM	572.94	1,718.82	0.00	10,600.44	8,881.62	617
	41060 Total	572.94	1,718.82	0.00	10,600.44	8,881.62	616
	3 Total	65,368.10	73,476.06	0.00	17,562.52	55,913.54-	23
	IDA FUND Revenue Totals	65,368.10	73,476.06	0.00	17,562.52	55,913.54-	23

Town of Amherst
Statement of Revenue and Expenditures

05/04/2026
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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	1,609.36	12,654.87	1,377.17	9,556.08	3,098.79	76
701-4-45000-2100	FICA	123.11	968.10	105.35	731.02	237.08	76
701-4-45000-2700	WORKER'S COMP	0.00	449.22	0.00	0.00	449.22	0
	45000 CONTROL	1,732.47	14,072.19	1,482.52	10,287.10	3,785.09	73

Town of Amherst
Statement of Revenue and Expenditures

05/04/2026
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Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
701-4-81500-0000	ECONOMIC DEVELOPMENT	0.00	0.00	0.00	0.00	0.00	0
701-4-81500-5100	ELECTRICAL SERV.	28.39	330.00	28.78	290.59	39.41	88
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	56,273.87	0.00	0.00	56,273.87	0
	81500 ECONOMIC DEVELOPMENT	28.39	59,403.87	28.78	2,948.59	56,455.28	5

Town of Amherst
Statement of Revenue and Expenditures

Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
	4 Total	1,760.86	73,476.06	1,511.30	13,235.69	60,240.37	18
	IDA FUND Expenditure Totals	1,760.86	73,476.06	1,511.30	13,235.69	60,240.37	18

701 IDA FUND	Prior	Current	YTD
Revenues:	65,368.10	0.00	17,562.52
Expenditures:	1,760.86	1,511.30	13,235.69
Net Income:	63,607.24	1,511.30-	4,326.83

Grand Totals	Prior	Current	YTD
Revenues:	433,093.89	237,238.66	4,270,641.16
Expenditures:	385,338.46	293,478.37	4,872,823.55
Net Income:	47,755.43	56,239.71-	602,182.39-

CLERK OF COUNCIL REPORT
April 2026

COMMITTEE MEETINGS

Planning Commission Meeting

4/1/26 Regular Meeting: 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

4/8/26 Work Session and Regular Meeting: 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 ADMINISTRATOR - DESIGN AND CONTENT MANAGEMENT

Website administration/content management 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.

FACEBOOK ADMINISTRATOR

Facebook content/design management with links to Town Website; share links to community news and events; and monitor feedback.

FOIA

Receive, review and respond to two (2) FOIA requests

OTHER

- Prepare/draft legal ads and notices of public hearings and vacancies; post ads to newspaper portal; post notices to website
- Convert and post audio recording of Town Council, Planning Commission and Economic Development Authority meetings to website
- Prepare/draft Resolution: Smart Scale Project; Safety Action Plan; and Celebrating Amherst Museum 50 year anniversary
- Finalize draft of Ordinance on Minimum Yard Requirements
- Design street banner for Independence Day Celebration; place order for both the street banner and an additional Heroes Flag
- Prepare LUP-SEA for Apple Harvest Festival
- Attend to dinner preparations for Town Council
- Miscellaneous phone calls, correspondence; miscellaneous research.
- Submit purchase receipts to Treasurer for payment

Town of Amherst Committees Report– April 30, 2026 - See Attached.

Town of Amherst Committees as of April 30, 2026

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
Jared S. Martin	01/01/25	12/31/28
Sonny Sundaramurthy	11/17/25	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	11/12/25	11/11/29
John Kendrick Vandervelde	07/01/22	06/30/26
Harold Thomas	07/09/25	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
Ventris Gibson	08/25/25	08/31/26
Shannan C. Carter	09/01/22	08/31/27
Jason David Eagle	09/01/24	08/31/29
June Driskill	09/01/25	08/31/30

ECONOMIC DEVELOPMENT AUTHORITY

Sharon Watts Turner - Chairperson	07/01/22	06/30/26
Jared Martin	07/09/25	12/31/28 TC Rep
Jaynene Stewart Casey	07/01/25	06/30/29
Steven A. Jefferson	07/01/24	06/30/28
Manly Rucker	07/01/25	06/30/29
Mark Milhous	08/18/22	08/31/26
Meredith Newman	09/10/25	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 MAY 2026**

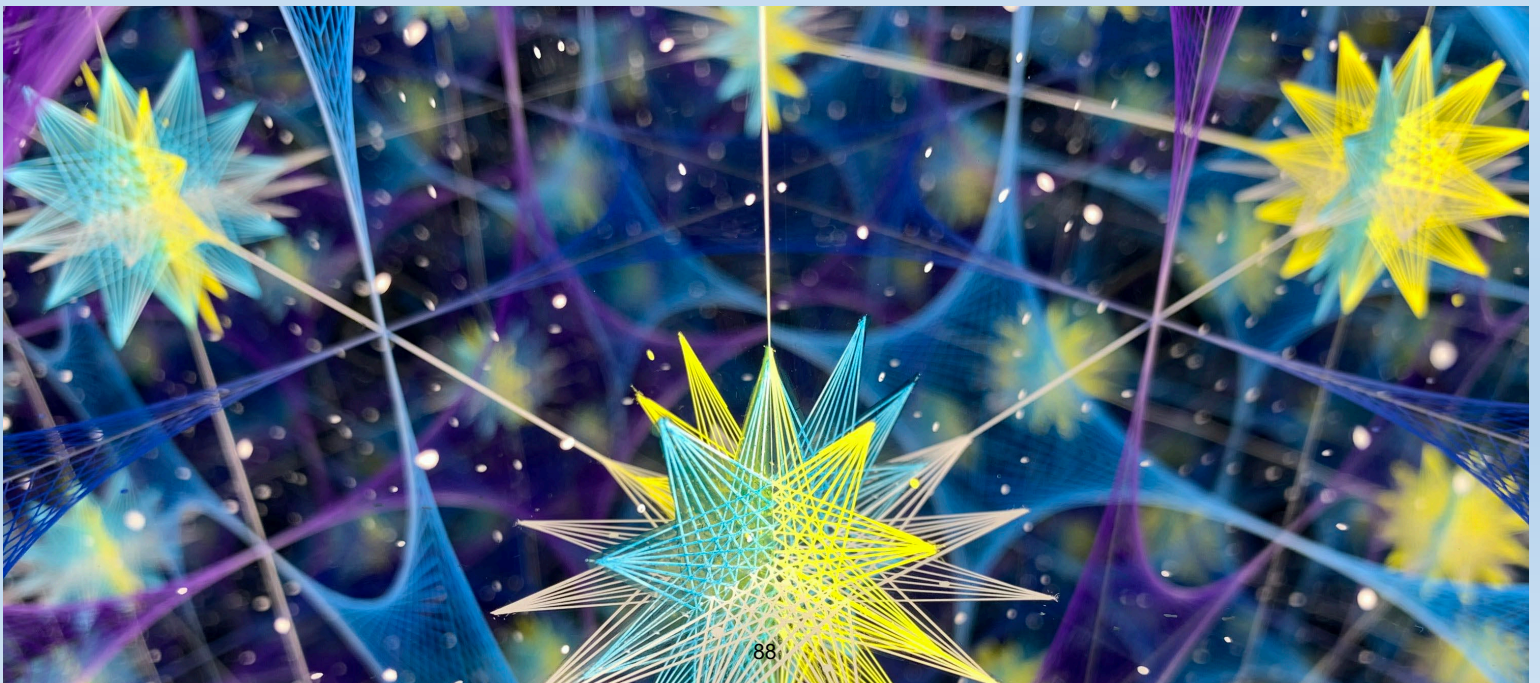
**SUBMITTED BY:
GARY S. WILLIAMS, DIRECTOR OF PLANTS**

Views of the horizon on water and wastewater regulations are much like gazing through a kaleidoscope, as new contaminants are found and others become less impactful. In the first part of the last century, bacteria, viruses, and parasitic worms were a menace in early public water supplies. With improvements in sanitation, water treatment, and increased hygienic infrastructure, illness from the mentioned causes decreased.

As the kaleidoscope rotated, the problems of water supply, storage, and distribution led to a ruling on “Lead and Copper” and limits on the amounts of Trihalomethanes and Haloacetic Acids found in public water supplies. The reduction of the amounts of those contaminants. It took years for manufacturers, retailers, contractors, and others to reduce the use of lead and copper in water pipes. Rules were passed requiring contractors to be aware of lead- and copper-containing items during building renovations and to replace them with other approved materials. The reduction of Trihalomethanes and Haloacetic Acids was the responsibility of water operators and distribution system owners. Through Operator education, the quickest fix to this problem was to inform old-school operators that disinfection at high levels of chlorine was no longer the answer it had been for decades. Decreasing chlorination reduced the amounts of TTHMs and HAA5s to below maximum contaminant levels.

And now the kaleidoscope is tumbling again as water operators await EPA’s final maximum contaminant levels on six PFAS compounds. Also being looked at is the amount of microplastics in drinking water. And as of late, drought conditions are more of a treatment issue than in the past.

For the problem solvers among us, the next three to ten years are going to be interesting as we look at industries that will need to make dynamic changes from past treatment processes.



**Town of Amherst Planning Commission
Minutes
May 6, 2026**

A meeting of the Town of Amherst Planning Commission was called to order by Chairperson June Driskill on May 6, 2026, 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 follows:

P	June Driskill	P	John Vandervelde
P	William Jones	P	Veda Butcher
P	Anne Webster Day	P	Harold Thomas
P	Janice Wheaton		

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

The Chair opened the floor for citizen comments.

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

Mr. Thomas made a motion that was seconded by Ms. Wheaton to approve the minutes of the April 1, 2026, meeting.

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

June Driskill	Aye		John Vandervelde	Aye
Janice Wheaton	Aye		Veda Butcher	Aye
William Jones	Aye		Harold Thomas	Aye
Anne Webster Day	Aye			

The Chair opened a duly advertised public hearing at 7:01 P.M., to consider changes to the proposed revisions to Town of Amherst Code Chapter 24. Zoning previously sent to the Commission from Town Council, as follows:

- Article I § 24-2 - Definitions and rules of construction – outdoor display and outdoor storage
- Article II § 24-78 - Developments subject to a minor site plan review
- Article VIII §§ 24-467 - Minimum yard requirements; 24-511 – Surfacing; and 24-515 – Parking requirements in central business district.

Sonny Sundaramurthy, town resident, spoke in support of the proposed amendments to the zoning ordinances aimed at encouraging business growth. He also urged that consideration be given to the costs small start-up businesses may incur in complying with zoning requirements.

There being no one else present who wished to speak on the matter, the public hearing was closed at 7:03 PM.

Town Manager gave a report on the proposed amendments. At its meeting on April 1, 2026, the Commission held a public hearing on the following proposed amendments forwarded to the Planning Commission by Town Council for review and consideration in an effort to promote business friendliness. No action was taken and the matter was deferred so that the Commissioners could hold a public hearing on alternative amendments to present to Council.

- Article I § 24-2 - Definitions and rules of construction,
- Article II §§ 24-74 - Procedure for site plan review, 24-76 – Documentation, and 24-78 - Developments subject to a minor site plan review
- Article III § 24-199 - Classification of districts,
- Article VIII §§ 24-467 - Minimum yard requirements; 24-508 - Location of parking; 24-509 - Size of parking spaces; 24-511 – Surfacing, 24-513 - Amount of off-street parking required; and 24-515 - Parking requirements.

The Commission discussed the amendments proposed by Town Council, along with the Commission’s proposed revisions to those amendments.

Mr. Thomas made a motion that was seconded by Mr. Vandervelde to make a recommendation of approval to Town Council on the following proposed amendments:

- Article I § 24-2 - Definitions and rules of construction (Planning Commission Proposed)
- Article II § 24-74 - Procedure for site plan review (Town Council Proposed)
- Article II §24-76 – Documentation (Town Council Proposed)
- Article II §24-78 - Developments subject to a minor site plan review (Planning Commission Proposed)
- Article III § 24-199 - Classification of districts (Town Council Proposed)
- Article VIII § 24-467 - Minimum yard requirements (Planning Commission Proposed)
- Article VIII §24-508 - Location of parking (Town Council Proposed)
- Article VIII §24-509 - Size of parking spaces (Town Council Proposed)
- Article VIII §24-511 – Surfacing (Planning Commission Proposed)
- Article VIII §24-513 - Amount of off-street parking required (Town Council Proposed)
- Article VIII §24-515 - Parking requirements (Planning Commission Proposed)

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

June Driskill	Aye		John Vandervelde	Aye
Janice Wheaton	Aye		Veda Butcher	Aye
William Jones	Aye		Harold Thomas	Aye
Anne Webster Day	Aye			

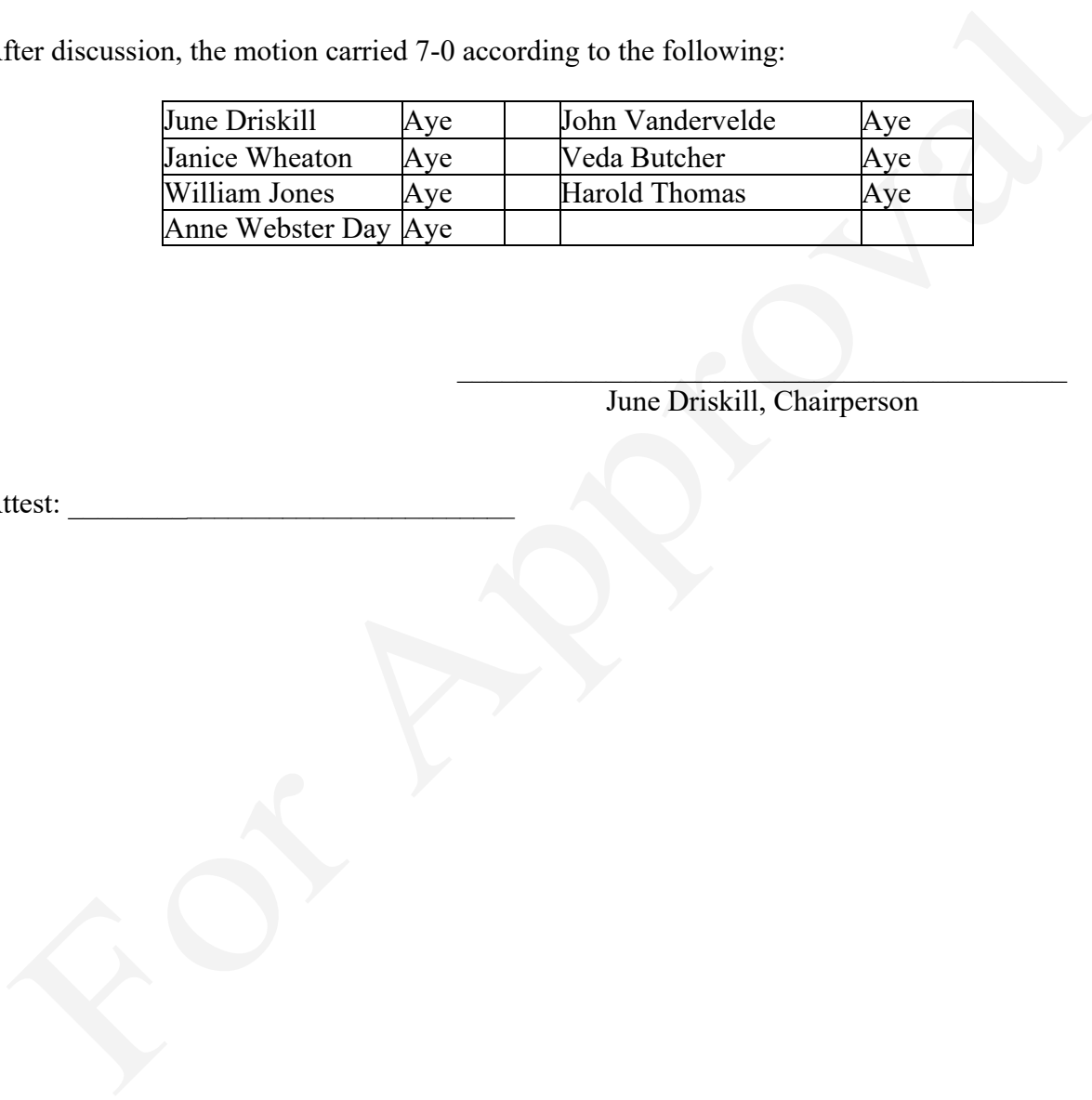
There being no further business, on motion of Ms. Wheaton, seconded by Mr. Thomas, the meeting adjourned at 7:37 PM.

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

June Driskill	Aye		John Vandervelde	Aye
Janice Wheaton	Aye		Veda Butcher	Aye
William Jones	Aye		Harold Thomas	Aye
Anne Webster Day	Aye			

June Driskill, Chairperson

Attest: _____



**Town of Amherst
Economic Development Authority**

Chairperson Sharon Turner called a meeting of the Town of Amherst Economic Development Authority, formerly Industrial Development Authority, to order on May 4, 2026, at 5:15 p.m. in the Council Chambers of the Town Hall at 174 S. Main Street, Amherst, Virginia.

It was noted that a quorum was present as follows:

P	Sharon Turner	A	Steven Jefferson
A	C. Manly Rucker	A	Jared Martin
P	Mark Milhous	P	Jaynene Casey
P	Meredith Newman		

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

Mr. Milhous made a motion which was seconded by Ms. Casey to approve the minutes of the February 2, 2026, meeting.

There being no discussion the motion carried 4-0 as follows:

Sharon Turner	Aye	Steven Jefferson	Absent
C. Manly Rucker	Absent	Jared Martin	Absent
Mark Milhous	Aye	Jaynene Casey	Aye
Meredith Newman	Aye		

As of July 1, 2020, all members of local industrial development authority and economic development authority are required to receive FOIA training within two months after assuming office and thereafter at least once during each consecutive period of two calendar years commencing with the date on which the member last completed a training session. To facilitate this training, FOIA Council has developed a FOIA training course specifically for this purpose.

A FOIA Council training video designed for local officials who are unable to attend a scheduled online FOIA training webinar was presented to the Authority Members. The video included all content covered in the standard training course. The Clerk of Council will record each Authority Member's name and the date of training completion and shall maintain those records for five years pursuant to § 2.2-3704.3 of the Code of Virginia.

There being no further business, the meeting adjourned at 6:01 p.m. on motion of Mr. Milhous and seconded by Ms. Newman.

The motion carried 4-0 as follows:

Sharon Turner	Aye	Steven Jefferson	Absent
C. Manly Rucker	Absent	Jared Martin	Absent
Mark Milhous	Aye	Jaynene Casey	Aye
Meredith Newman	Aye		

Sharon W. Turner, Chairperson

ATTEST: _____
Secretary

For Approval

Robert E. Lee Soil & Water Conservation District
6969 Richmond Hwy.
Appomattox, VA 24522
Phone 434-352-2819 FAX 434-352-9405
www.releeconservation.com
Board of Directors Regular Meeting Minutes
March 26, 2026 – 6:00 p.m.

Directors: Shepherd Landrum
(Present) Bonnie Swanson, Vice Chairperson
Doug Perrow, Treasurer
Bruce Jones
Zachary Campbell
Glenn Dye

Directors: Joetricia Humbles, Chairperson
(Absent) Kia Scott
Leslie Whealton
Xavier Storey

Staff/Partners: (Present) Katelin Savage, Education Specialist/ VCAP Coordinator
Dustin Woodall, RELSWCD Conservation Technician
Myra Parr, RELSWCD Conservation Technician
Cindy Miller, RELSWCD District Operations Manager
Tad Williams, CDC DCR

Staff Absent: None

Others: None

Call to Order: The regular meeting of the Robert E. Lee Soil and Water Conservation District Board of Directors was called to order on March 26, 2026, at 6:00 p.m., by Bonnie Swanson, Vice Chairman, at the Robert E Lee Soil & Water Conservation District Office 6969 Richmond Hwy Appomattox, VA 24522.

Adopting the Agenda: Bonnie Swanson, Vice Chairperson, asked if there were any changes to the agenda. Motion was made to approve the agenda as presented. Approved (Perrow, Landrum passed 5/0).

Acknowledgement of Guests: No guests were present.

Reading and Approving of the minutes from February 26, 2026: Bonnie Swanson, Vice Chairperson, asked if there were any corrections to the minutes (copy filed with the minutes). Motion was made to approve the minutes as written. Approved (Perrow, Campbell passed 3/0). Jones and Landrum abstained.

Public Comment: None.

REPORT OF OFFICERS/PARTNERS/STAFF

I-Treasurer's Report –February 2026– Doug Perrow, Treasurer, provided the Treasurer's report (copy filed with minutes). Cost Share and Operation Savings Bank statements were reconciled to the checkbook and QuickBooks program. No errors noted.

II-DCR Conservation District Coordinator Report – Tad Williams, CDC provided the March 2026 report. (Copy filed with minutes). CDC Provided information on Operation and Cost Share Items, Upcoming Trainings, and Important Dates. Dates for Obligations data to be pull and Disbursement letters being May 1st and June 1st for pull dates. Grant Deliverable items were reviewed. The CDC reviewed the findings from the Audit Subcommittee with reference to findings and penalties applied to the District.

III-USDA Natural Resources Conservation Service Report – Lauren Cheatham, NRCS District Conservationist-provided her written report. (Copy filed with minutes). Program updated and Deadlines were included.

IV-Virginia Department of Forestry Report – BJ Butler, Area Forester –No report was available for this meeting.

V-Virginia Cooperative Extension Report – Bruce Jones, Appomattox VCE Agent-provided his March 2026 report. Report included upcoming training and events. (copy filed with minutes). Flyers were provided for upcoming events.

VI-RELSWCD Conservation Technician Report- Dustin Woodall provided his March 2026 Conservation Technician report (copy filed with minutes). Monthly Tasks and Trainings were provided. Updates were provided for the Dam monitor installation. Motion was made to switch all Dams to be monitored by the Protexis system. Motion Approved (Perrow, Jones passed 5/0).

VII-RELSWCD Conservation Technician Report-Myra Parr provided her March 2026 Conservation Technician report (copy filed with minutes). Monthly duties, meetings, and training were provided. Project updates were provided. All three 2023 projects are scheduled to be completed by the end of June 2026.

VIII-RELSWCD Education Specialist Report-Katelin Savage provided the March 2026 report (copy filed with minutes). Monthly duties, Activities, Meetings and Upcoming Activities were provided. A reminder was provided for the 2026 Scholarship Program which is now open with applications due by April 1. An update was provided on VCAP program funding. The Poster and Photo contest is now open and flyers are available.

IX-RELSWCD District Operations Manager Report – Cindy Miller provided the March 2026 report (copy filed with minutes). Updates provided on Monthly Duties and Trainings. Assisted with the Personnel Committee and research of Personnel policy. Update provided on the quote from Gallagher to review the personnel policy. Updates for FOIA and COIA training was provided.

X. Timberlake WID Report- Perrow reported that the **FY26-27 Budget has been approved by VSWCD.**

REPORT OF COMMITTEES: Personnel Committee-

A motion was made to approve the updated Personnel Policy with attached policies included were approved as presented. Approved (Perrow, Landrum passed 5/0).

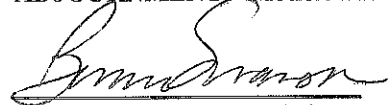
Evaluation Guideline: A motion was made to approve the Evaluation Guidelines as presented Approved (Jones, Perrow passed 5/0).

UNFINISHED BUSINESS- None

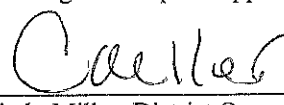
NEW BUSINESS-Glenn Dye suggested that unwanted mileage be donated to Agriculture in the Classroom. Motion was made for any Director not wishing to receive mileage reimbursement for travel to and from the Board of Directors meeting be donated to Agriculture in the Classroom. Approved (Jones, Perrow passed 5/0).

ANNOUNCEMENTS – None

ADJOURNMENT – Motion was made to adjourn the meeting at 7:29 p.m. Approved (Perrow, Campbell passed 5/0).



Bonnie Swanson, Vice Chairperson



Cindy Miller, District Operations Manager



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: May 6, 2026
Re: Budget Adoption

Background:

Council has held a worksession and public hearing on the proposed FY 27 budget. The Capital Improvement Plan was adopted at the April meeting. Three changes have been made to the Budget by Council.

The changes are:

- Deletion of Code Red
- Reduction in Park Master Planning Amount
- Confirm the amount of donations to be consistent through the document.

Since the public hearing, there has been discussion about the possibility of adding an additional component to the Utilities Policy. This would provide for a charge for second and subsequent antenna replacements on water meters.

Action:

Staff recommends that the Council:

- Determine if they would like to add the new language to the utility policy,
- Adopt the new budget ordinance that is included in the packet, which corrects the data adoption for the change in the May meeting.

Included for Council:

- Memo
- New Utility Policy
- New Budget Ordinance
- Revised Budget as of April, 2026

Town of Amherst Utility Rate and Fee Policy

FY 27/28

Initiation or Termination of Service:

Requests to initiate or terminate Town water, sewer and/or refuse collection (utility) service are accepted at the Town Hall (434/946-7885) 9-5, M-F for processing by the Utilities Department. All new customers and changes to the party to be billed are required to show proper identification and will be charged a \$50.00 account set-up fee/reconnection fee/trip charge that will be added to the customer's first bill.

Residential Customers:

All active customers shall be charged one Residential Base Charge each month for each individual residential unit, as designated consistent with building and zoning practices. Customers are charged for water and sewer usage based upon metered water usage.

<u>Rate Component</u>	<u>In Town Residential Base Charge</u>	<u>In Town Use Charge per 1,000 gallons</u>	<u>Out of Town Residential Base Charge</u>	<u>Out of Town Use Charge per 1,000 gallons</u>
Water:				
Effective July 1, 2026	\$18.76	\$9.35	\$37.51	\$18.70
Sewer:				
Effective July 1, 2026	\$32.12	\$8.03	\$64.24	\$16.06
Curbside Refuse Collection:				
Effective July 1, 2026	\$13.00		\$13.00	

Nonresidential Customers:

Base charges for non-residential water and sewer users will be computed by dividing metered use by 3,250 gallons and then multiplying by the applicable residential base charge. This applies to all non-residential users except for churches that shall be assessed on the same basis as residences. The applicable residential charge shall be assessed for each residential unit for Curbside Refuse Collection.

Deposits

A lessee or tenant of a property shall pay a security deposit of \$300 to the Town as a condition precedent to turning on water or sewer services in the name of the lessee or tenant for that property. This may be paid at a rate of \$100/month, added to the monthly utility bill. Interest will not be paid on deposit refunds. Deposits will be credited to the tenant's final bill after the Town is notified that the tenant will no longer be living at a particular residence. Any remaining credit balance left on a closed account will be mailed to the account holder, within two (2) months from when the account was closed, in the form of a check. Refund checks will only be made to the account holder.

Curbside Refuse Collection:

All in-town water customers shall receive curbside refuse collection service and refuse collection services will not be provided to non-water customers.

Fire Sprinkler Fees

Fire sprinkler fees are as follows:

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

Charges for Water Not Discharged to Sewer:

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

Dormant Account Fees:

A dormant account fee of \$5.00/month/residence or business for water and \$10.00/month/residence or business for sewer will be charged to every property owner that is connected to the respective utility, has used the service in the past, but not actively using the respective service. Dormant account fees shall not be applied to accounts associated only with yard hydrants, irrigation systems or swimming pools.

Reconnection Fee: -

A reconnection fee/trip charge of \$50 will be charged for any activation or reactivation of utility service due to a request for new service, reactivation from disconnection due to nonpayment or a customer- requested disconnection/reconnection. This fee may be waived at the Treasurer’s sole discretion due to emergency or irregular situations.

Billing:

Water meters are read every month and bills are calculated based upon the consumption recorded. All customers are billed every month. Bills are assigned a billing date which is normally the last day of the month during which the meter is read and then mailed to the customer. Payment is due by 5:00 P.M. on the 20th day of each month except when the 20th falls on a weekend or Town holiday the due date shall become 5:00 P.M. on the next business day. When a past due account is in delinquency status for more than three months, a lien for the balance due plus any court recording fees will be recorded against the real estate. **Property owners are held responsible for utility bills against their properties.**

Adjustments for Leaks:

A property owner is responsible for paying one hundred percent (100%) of the water that has passed through the Town’s water meter, along with the associated sewer charges. However, in good-faith situations involving water that has leaked from the customer’s plumbing, and upon confirmation by the owner that the leak has been repaired so that it will not recur, the Office Manager is authorized to grant a credit of up to fifty percent (50%) of the excess water and sewer charges, limited to the single billing period in which the leak occurred. The Office Manager is authorized to grant a one hundred percent (100%) credit on sewer charges if the leak occurred between the meter and the house, based on the assumption that the leaking water was not returned to the Town’s sewer system. For purposes of this leak adjustment policy, “repaired” is defined as physical repairs to the owner’s plumbing, such as pipe patching, replacement of the flapper mechanism in a toilet tank, or physical replacement or removal of a plumbing fixture. Merely closing a valve upstream of the leak location shall not be considered a repair.

Late Payment Charges and Disconnect Procedures:

The Town will assess a late charge penalty of 10%, which shall be assessed once for each new delinquent amount charged when the payment is not received by 5:00 P.M. on the due date. Delinquent charges shall also be assessed interest at 10% per annum (0.833% per month) until paid. All payments received after 5:00 P.M. are processed as the next business day’s receipts. If a customer receives a bill with a previous balance showing 60 days past due, that 60 days past due balance must be received by 5:00 P.M. on the 2nd Monday of the month following receipt of that bill. A text message and email notification will be sent out on the 2nd Monday to remind those in a pre-disconnect status of their payment that is due to avoid disconnect. If the 60-day previous balance is not received by the 5:00 pm deadline, customer will be put on the Town’s disconnect list for the following morning. **The cut off time refers to online payments and drop box payments as well as in person payments. If you make your payment at 5:05p.m. online on the cutoff date you will be added to the disconnection list per this policy.**

Effective July 1, 2024 per Code of Virginia § 15.2-2121.2. if the weather for the following 24 hours after scheduled

disconnect is predicted to reach 92 degrees or above, we are unable to perform disconnects. However, once the predicted temperature falls below 92 degrees, disconnect will be performed without any further notice. If you are already disconnected and the temperature reaches 92 degrees or above in the days following disconnect, we are not obligated to reconnect you without proper payment at that point.

Restoration of Service:

If a customer has not paid the 60 days past due balance on an account by the disconnection date or otherwise made arrangements satisfactory to the Treasurer to have the balance paid, the water service will be terminated. Before any service is restored, all past due amounts, including the \$50.00 reconnection fee/tripcharge, must be physically received at 174 South Main Street in the Town of Amherst. Funds will not be accepted from customers at the service location. The \$50.00 reconnection fee/trip charge will also be charged where a customer, or any entity other than the Town, has obtained water and/or sewer service prior to all applicable fees and/or charges being paid to obtain service and/or has installed a meter or other apparatus in a meter setting to gain access to public water/sewer.

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

Returned Payments:

Any payments not honored by the bank, whether check, or credit card payment, will be charged a \$50.00 handling fee and any bank fees (*see* Va. Code § 15.2-106). Service shall automatically be disconnected when a payment to pay to prevent service from being disconnected or to reconnect a service is returned or charged back to the Town for any reason. If the returned payment was paid to prevent termination of services, then the past due balance, the returned payment handling fee and a reconnection fee/trip charge shall be collected prior to service being restored via cash, money order or certified check. Once the Town has received a returned payment on an account more than one time, the Town will not accept any forms of payment other than cash or certified funds for a period of six (6) months for that account.

Any payments received by 5:00 P.M. on each business day will be credited the same day. Any payments received after 5:00 P.M. (including those received via U.S. Mail and the Town's drop box) will be credited as being received the next business day.

Payment Arrangements:

The Treasurer is authorized to enter into a payment contract if a customer cannot pay his previous balance in full. Each customer account is only allowed one (1) payment arrangement per calendar year. There is a standard "agreement" form that is available at the Town office and must be signed by the person on the account. The Treasurer may make arrangements that deviate from the standard policy only in extreme situations.

Fire Hydrant Use:

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

Cross Connections:

As required by the Virginia Department of Health, where a high potential exists for contamination of the Town's municipal water system, a backflow prevention device approved by the Town of Amherst must be installed. This includes irrigation systems. Where required, the owner of the backflow prevention device must have annual tests performed to certify that the device is working correctly. Failure to install and operate such devices and/or provide certification or the test results to the Town of Amherst may result in the interruption of water service. (*See* Town Code 22-53, 22-54)

Sewer Connections and Discharges:

Connections to and discharges into the Town's sewer system must conform to local, state, and federal sewage

pretreatment regulations. This includes the installation of grease traps for restaurants and grittraps for car washes. Failure to meet such provisions may result in the interruption of sewer service via disconnection of the water service or other means. (*See* Town Code § 22-157.)

Availability and Connection Fees:

Availability Fees:

The Town does not charge availability fees where:

- there is programmed capacity in the system to serve the proposed connection and use,
- that connection will not hinder service to other properties, and
- the owner bears the cost of any line extensions that are required to make the connection.

If additional system capacity is required, the applicant will pay an availability fee based upon the cost of the improvement required.

Connection Fees: The connection fee shall be \$500 for water and \$500 for sewer.

Antenna Replacement Fees:

Antennas for the digital water meters sit on top of the meter box and can be damaged through being driven on or other impacts. The Town will replace one antenna at a property that is physically damaged without cost to the customer. Any additional antennas will include a charge on the customer's bill. The current cost for an antenna is \$170.

Maintenance of Policy and Implementation

The Town Manager shall be responsible for maintaining and updating this policy and for its proper administration. The Town Manager shall have the authority to deviate from strict enforcement for good cause. The Town Manager is further authorized to allow out-of-town non-profit organizations that have a financial hardship and provide a community service to be billed at an in-town rate, on an annual basis.

AN ORDINANCE TO ESTABLISH THE BUDGET FOR THE TOWN OF AMHERST, VIRGINIA FOR THE FISCAL YEAR BEGINNING JULY 1, 2026 AND ENDING JUNE 30, 2027, 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, 2026, 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 FY27 Town of Amherst budget and approved appropriations for the respective funds.

Estimated Revenues

General Fund	\$2,039,141
Water Fund	\$1,756,283
Sewer Fund	\$1,443,863
Garbage Fund	\$180,187
EDA Fund	\$162,683

Estimated Expenditures

General Fund	\$2,039,141
Water Fund	\$1,756,283
- Operations	\$1,140,721
- Debt Service and Capital Projects	\$615,562
Sewer Fund	\$1,443,863
- Operations	\$980,976
- Debt Service and Capital Projects	\$462,887
Garbage Fund	\$180,187
EDA Fund	\$162,683

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 proposed budget includes a continuation of the lodging tax included in the Town Code at 5%.

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 27 budget includes an increase in water and sewer rates. Water and sewer connection fees remain the same.

The monthly garbage rate increases in FY 27 to \$13.00.

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:

Amount	Organization	Purpose/Conditions
\$15,000	Amherst Fire Department	Operating Costs, including water, sewer, electric, training, equipment.
\$3,000	Village Garden Club	Civic Beautification
\$2,500	Amherst County Museum and Historical Society	Utilities, Programming and repairs to the Museum building.
\$2,000	Neighbors Helping Neighbors	Supplies for Food Bank
\$2,000	Amherst/Nelson Tech Club	Technical assistance with events
\$2,000	Second Stage	Building preservation, events, and free event space
\$26,500	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 27 fiscal year are as follows:

General Fund Permanent Fund		\$513,390
General Fund Contingency		\$61,174
Water Fund Permanent Fund		\$737,729
Sewer Fund Permanent Fund		\$629,587
Garbage Fund Permanent Fund		\$45,047

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 2.17%, 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 7% this year.¹⁰³

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 12th of May, 2026 and reflects the complete budget for July 1, 2026, to June 30, 2027.

Mayor

Attest:

Clerk of Council

Town of Amherst, Virginia

Fiscal Year 2026-2027

Proposed Budget



Cover picture credit: Duane Watts, used by permission



Elected Officials

July 1, 2026

Mayor-Dwayne Tuggle

Vice-Mayor and Council Member-Kenneth S. Watts

Council Member-Michael Driskill

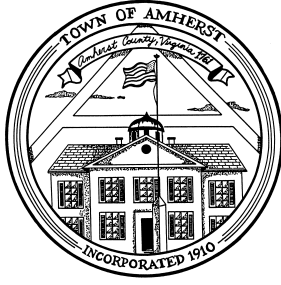
Council Member-Jared Martin

Council Member-Singaram "Sonny" Sundaramurthy

Council Member-Janice Wheaton

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TOWN OF AMHERST

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

MEMO

Date: March 17, 2026

To: Mayor Dwayne Tuggle and Members of Town Council

From: Sara McGuffin, Town Manager

Re: FY 27 Town of Amherst Budget

It is my pleasure to present the proposed FY27 budget for the Town of Amherst. The Town's overall financial outlook remains positive. However, like many organizations, the Town is experiencing increased costs across all sectors. These pressures are most evident in the utility funds, where materials, chemicals, and operational costs have risen faster than inflation. At the same time, revenues in the General Fund have softened compared to prior years, requiring continued attention to broader economic conditions as the Town plans for the future.

Highlights:

To move the utility funds back toward structural balance, the proposed budget includes a 10% increase in water and sewer rates and a \$0.50 increase in the garbage fee. As shown on page 8, utility rates have not kept pace with inflation in recent years, and expenditures have exceeded revenues. Rate adjustments in the current and prior fiscal years are intended to bring revenues back in line with rising costs, as reflected in the Consumer Price Index.

There are no proposed tax increases in this budget year.

The proposed budget fully funds the Capital Improvement Program (CIP). While capital projects were paused last year to focus on completing major ongoing work, this year's budget shifts toward maintenance of existing systems rather than new infrastructure investments.

Over the past several years, the Town has completed significant infrastructure improvements, including a full renovation of the water treatment plant, construction of a centrifuge at the wastewater plant, installation of new water meters, the Sunset Drive water line replacement, and rehabilitation or replacement of approximately 20% of the

wastewater collection system. This year marks a transition toward maintaining those investments. This approach is expected to continue through FY30, when a major debt obligation will be retired, creating capacity for future large-scale projects.

Personnel:

This budget continues Council's practice of adjusting salaries based on inflation. The cost-of-living adjustment for calendar year 2025 is 2.17%, based on the Consumer Price Index. In addition, employees are eligible for a 2% merit increase based upon their performance. The Town also offers selective raises tied to professional development plans for licenses, certifications, and degrees.

To maintain equity across the organization, total increases are capped at \$2,502, which reflects the maximum adjustment for a \$60,000 salary.

The Manager's salary allocation has been updated to better reflect time spent across funds: 35% General Fund, 30% Water Fund, 29% Wastewater Fund, 1% Garbage Fund, and 5% Economic Development.

The budget includes filling the Maintenance Foreman position, which was held vacant in FY26 to allow for cross-training and succession planning within Utilities. As the Town prepares for upcoming retirements, aligning staff roles and strengthening coordination between maintenance and plant operations will be critical.

The pay plan also supports professional development within the plants through the creation of a "Master Operator" classification. This change does not include an immediate salary increase but establishes a pay structure that encourages additional licensure and cross-training.

General Fund:

General Fund expenditures remain largely in line with inflation. After accounting for transfers to the wastewater and capital funds, total expenditures increase by 2.6% over the prior year.

Proposed capital items include new tasers for the Police Department, one-third of the cost of a maintenance truck (shared with utility funds), paving and sealing of the Town Hall and Police Department parking lots, and development of a master plan for the new park on North Main Street.

Requested General Fund donations include:

- Amherst Fire Department – \$15,000
- Second Stage – \$2,000
- Village Garden Club – \$3,000
- Amherst/Nelson Tech Club – \$2,000

- Neighbors Helping Neighbors- \$2,000
- Amherst County Museum – \$2,500

To improve transparency, three dedicated budget lines have been created for Town-sponsored events:

- Independence Day – \$20,000
- Halloween Event – \$6,000
- Christmas Parade – \$3,000

Water and Wastewater Funds:

As noted above, the proposed budget includes rate increases for both water and wastewater. Even with these adjustments, both funds require transfers to support operations in FY27.

The water fund includes approximately \$95,000 in operating support from reserves, along with additional transfers for capital needs. The wastewater fund requires approximately \$125,000 in operating support from the General Fund, plus \$77,000 for capital expenses. This reliance on General Fund reserves reflects the limited available balance within the wastewater fund while maintaining compliance with the Town’s fund balance policy.

The budget fully funds the proposed Capital Improvement Program (CIP). For water, this includes \$120,000 to design and construct a stream gage at the Town’s raw water intake and to submit required plans to the Department of Environmental Quality (DEQ) for approval. It also includes one-third of a maintenance truck and replacement of key meters at the Water Treatment Plant.

For wastewater, the CIP includes replacement of a major pump that is at end-of-life. The pump will be kept on hand for use as needed and is one of three major pumps at the lower plant that will be replaced on a rotating basis in coming years. The wastewater CIP also includes roof replacement on multiple buildings and meter replacements.

The draft utility policy also recommends reducing the timeframe for leak adjustments, as new metering technology allows staff to notify customers more quickly of potential issues.

Staff recommends avoiding new utility debt until the retirement of the Sterling Bank obligation in FY30, at which point additional water line replacement projects can be more sustainably pursued.

Economic Development:

The Economic Development Fund reflects a more complete allocation of staff time in this budget year. It also includes a \$120,000 transfer to the water fund to support costs

associated with renewing the Town's water withdrawal permit, preserving capacity for future growth.

The budget includes a \$20,000 contribution toward a joint County-Town tourism position. Additionally, \$5,000 is included to support a GO Virginia grant application by Sweet Briar College for a new engineering program aligned with regional industry needs.

Adoption Process:

The public hearing for both the budget and the Capital Improvement Program (CIP) has been set for April 8, 2026. The budget may not be adopted at the meeting where it is heard and is slated for adoption at the Council's May 13, 2026, meeting.



Town of Amherst

FY 2027



Picture courtesy of Duane Watts

Budget Overview

**Executive Summary:**

The Town of Amherst, Virginia provides water, wastewater, police, parks, planning, and general Town services to approximately 2,200 residents. Unlike most localities in Virginia, the Town does **not** collect real estate or personal property taxes.

So how does the Town operate without those taxes?

Most of the General Fund, which pays for police, parks, events, and administration, is supported by meals taxes and business licenses. About 40% of that fund comes from meals tax alone. This structure has allowed the Town to keep property taxes at 0% since 2013, but it also means our finances are closely tied to business activity and economic conditions.

Over the past eight years, the Town has made significant investments in water and wastewater infrastructure, including major plant upgrades, line replacements, generators, and new electronic meters. These projects improved reliability and modernized aging systems.

The FY27 budget begins a period of financial recalibration for utilities. Inflation, especially in electricity, chemicals, and labor, has outpaced utility rate increases since 2018. Proposed rate adjustments are intended to ensure that water and wastewater systems remain self-supporting and financially stable.

A major milestone occurs in FY 30, when nearly \$400,000 in annual utility debt will be paid off. When that happens, both the water and wastewater funds will have greater flexibility to maintain systems and plan for future improvements.

The Town continues to maintain strong financial reserves and fully funds its Capital Improvement Program in FY 27. There are no new positions proposed, and succession planning is underway to prepare for upcoming retirements in Utilities.

Looking ahead, continued growth matters. New homes mean new customers. New businesses mean stronger local revenue. That growth helps the Town maintain services while preserving its 0% property tax structure.

This overview is designed to help residents understand where Town funding comes from, how it is spent, and how decisions today position Amherst for the future.



The Town of Amherst, incorporated in 1910, is a 5 square mile town providing core services to our 2,200 residents. In Virginia, towns provide services in addition to those offered by the County. Every Town citizen is also a County citizen and receives services from, and pays taxes to, the county. Broadly, the services provided by the Town are:

- Water
- Wastewater
- Police
- Planning and Zoning
- Parks and Events
- Overall Maintenance and Groundskeeping
- Finance and Administration

About the Funds:

To accomplish its work, the Town has a \$5 million budget with five discrete funds- a general fund, and four ‘enterprise’ funds, which are funded with revenues from the services they provide. Funds have portions designated for operations within the current budget year, and they also have fund balances, which function as each its savings account. Revenues related to each fund are allocated directly to that fund, and services and costs come from each fund. The funds are:

- General: funds general government, parks and events, and police
- Water: funds the operation, maintenance, and debt service for the provision of municipal water services
- Sewer: funds the operation, maintenance, and debt service for the provision of municipal wastewater services

Fund Balance Requirements:

General Fund- 25% of budgeted revenues

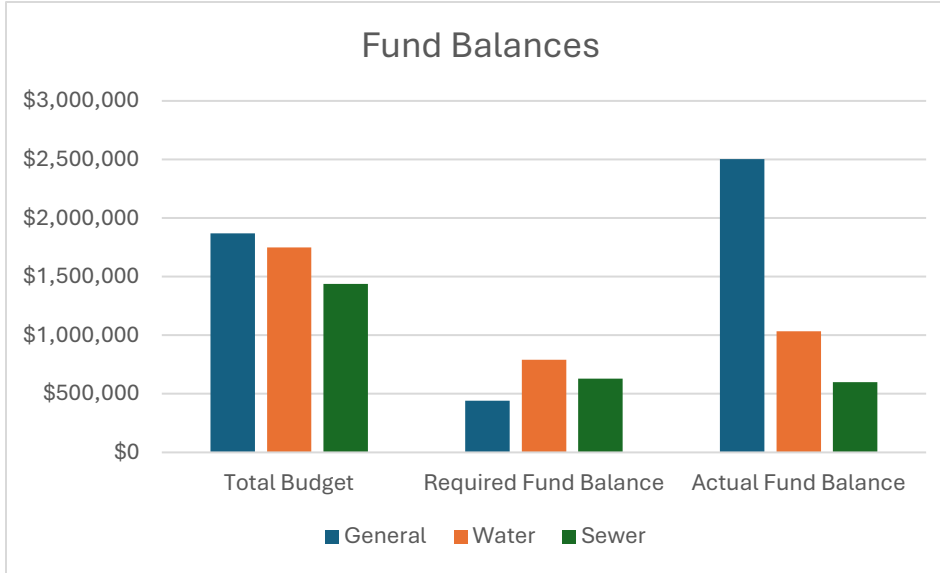
Water- 25% of budgeted operations plus one year of debt service

Sewer- 25% of budgeted operations plus one year of debt service.

- Garbage: curbside garbage and recycling
- Economic Development (EDA): economic development activities

In order to ensure long term stability, the Town has a robust and long standing fund balance policy, ensuring that all funds are positioned to weather financial challenges and change economic times. Each required fund balance calculation is based upon the needs of the fund. The box to the side shows how each amount is calculated each year.

This bar chart shows the fund balance amounts for the major funds in relation to the total budget for

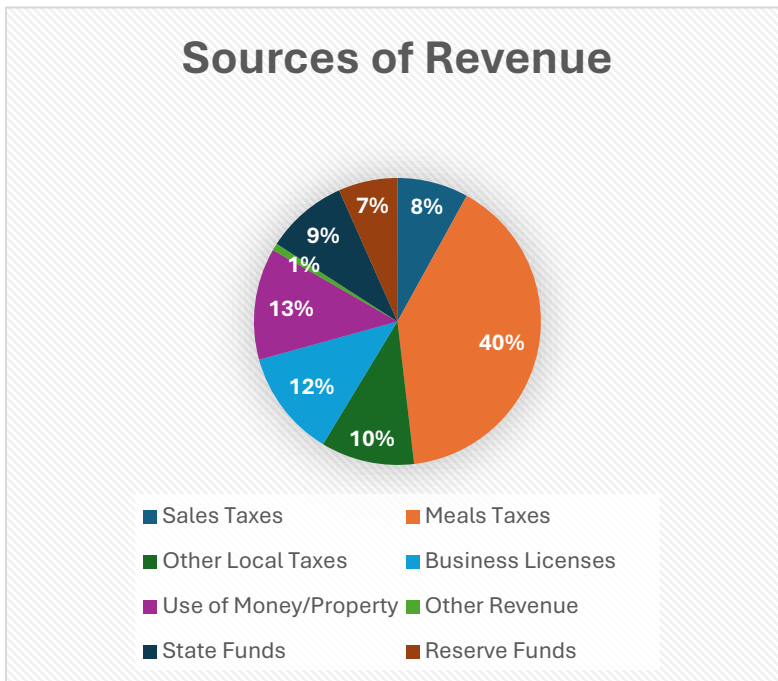


each fund and the required fund balance. As demonstrated in the chart, all fund balances with the exception of wastewater are above their required amount and the general fund is above the annual budget in that fund.

This means that the General Fund has more than one year of operating costs set aside in reserve. The wastewater fund will require a transfer from the General Fund in FY 27 to address budgetary needs and maintain its required balance.

Where does the funding come from for the Town of Amherst?

The General Fund is funded by a variety of taxes and levies, most substantially, meals and beverage taxes and business license revenue. The remaining funds are funded by operations within those funds, i.e. water bills fund the water fund.



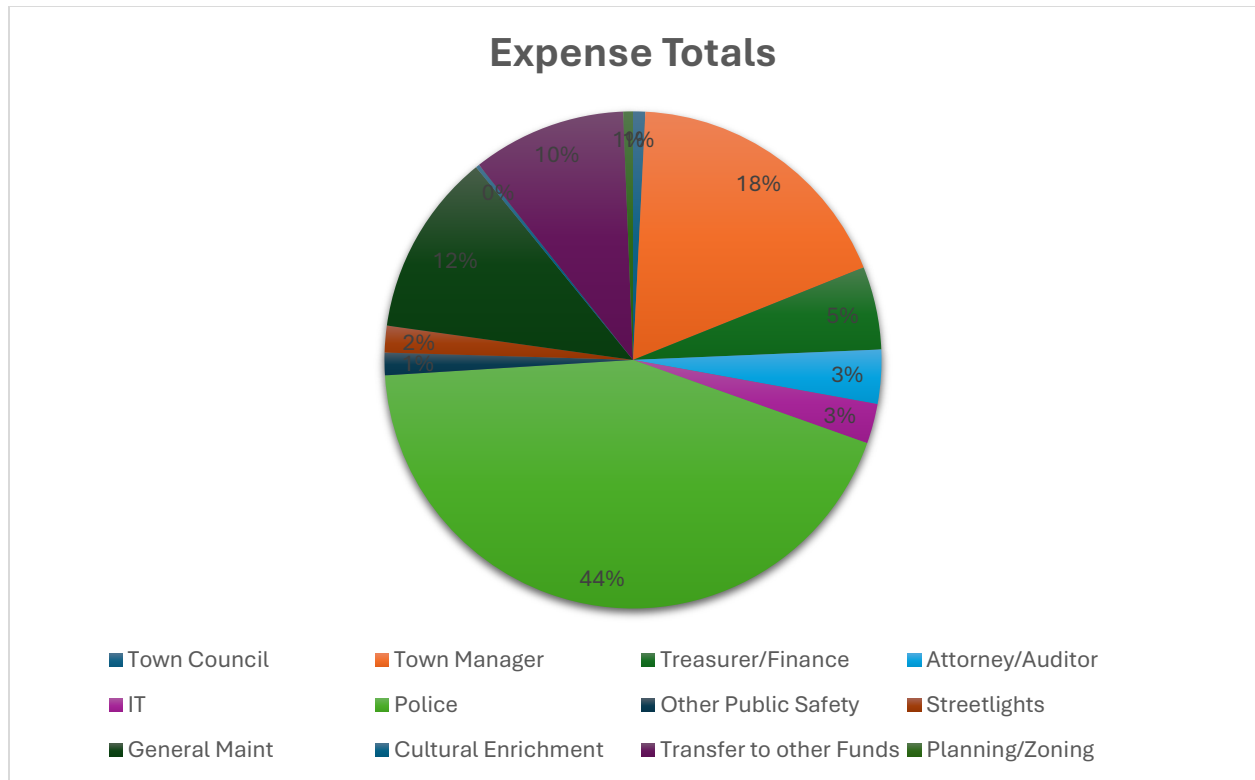
As shown in the pie chart, the Town is heavily dependent on meals taxes and business license fees for general fund revenue. Meals tax alone makes up 40% of General Fund revenue. When combined with business license revenue, more than half of the General Fund is generated directly by businesses. While this has kept the taxation burden on residents low for many years, it presents two issues. First, reliance on use-based taxes creates risk if economic



conditions shift quickly, particularly in the restaurant and retail industries. Second, restaurants nationally are reporting shrinking margins for profits, due to inflationary pressures, increased taxation, and labor costs. Consequently, profits are down and business failures in that sector are increasing.

What Does the General Fund Do?

The General Fund largely funds the items that people think about when they see Town employees. It funds the Town’s Police Department, Maintenance activities not directly related to water and wastewater, parks and events, and general Town business. The largest component of the general fund is the Police Department. The Town has six sworn full-time officers, part time officers, and a reserve force. The part time officers assist during events and if there are officers who are out. Reserve officers are volunteers, primarily used for events.



Long Term Budget Challenges

- Inflationary pressures
 - o Prior cost increases continue to affect current expenses. While the rate of inflation has decreased over the last two years, costs never went down.



- Some costs in certain areas are much higher than previously, including electricity and treatment chemicals, which have outsized impacts on the water and wastewater funds.
- Labor costs will continue to rise as minimum wage requirements set by the state increase.
- Budget reliance on meals and beverage taxes may be unreliable in a fiscal environment of decreasing margins for those businesses. While Amherst’s restaurants remain resilient, these industry-wide trends suggest that the Town should be thoughtful in its long-term planning.
- Limited revenue streams increase vulnerability to economic cycles

Long Term Budget Assets

- Long-term spending restraint has led to controlled costs across most lines
- Healthy fund balances provide protection from swings, as demonstrated by the Town’s resilience during and after the pandemic.
- Reinvestment in facilities has kept systems resilient and well-functioning, providing rate stability and predictability for future expenses.
- FY 30 sees a significant decrease in water and sewer debt, freeing up revenue to address remaining long standing water distribution needs, and placing sewer on a lower debt maintenance footing.
- Retention and development of employees, along with strong succession planning has allowed the Town to maintain its excellent employee base and reduce turnover costs.
- Interest in new growth and development is occurring in the Town, both with new developments and with development on existing infill lots. The Town has seen a new patio home development approved in the last year, and a new townhouse development is in the site plan process. The combined 100 houses that these two developments will add to the Town over the next several years will provide a real boost to the business community.

The Town of Amherst has not collected real estate or personal property taxes since 2013.

The Town has worked hard to manage costs to hold on to this status.

\$0.01 of real estate tax=\$19,480

\$0.01 of personal property= \$1,876



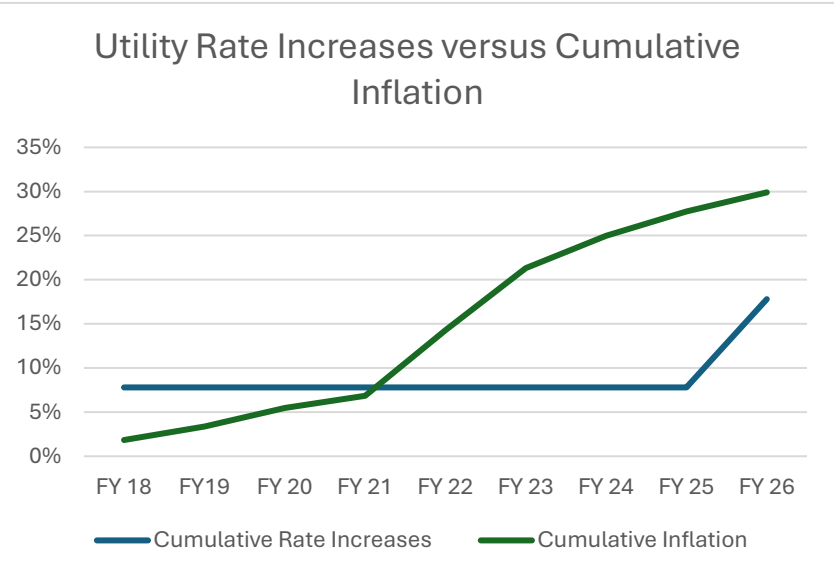
Ultimately, the Town’s ability to maintain its 0% property tax levy depends on business retention and economic growth. New restaurants and business mean more revenue and new homes means more customers.

The Town Council has prioritized items that support growth in the Town, including a well-equipped and trained Police Department, two new parks in the last ten years, and increasing events in the downtown area. The current budget lays out support for the development of the Town’s newest park on North Main Street through development of a park master plan. The budget proposal also sets aside general fund monies to support three key events: the annual Independence Day celebration, Halloween event, and the Christmas Parade. These expenditures are more than just quality of life benefits for living in Amherst- they are part of the Town’s strategy to remain a healthy and viable community with responsible growth and development in the future.

Enterprise Funds:

The Town’s primary enterprise funds, water and wastewater, are structurally designed to be self-supporting, without supplementation from tax revenue. The Town elected to pause rate increases in FY19, as fund balances were healthy in those funds at that time and revenues were outpacing costs. Since 2020, inflation, especially high in chemical and electrical costs, has driven the gap between revenues and expenditure higher each year, requiring the need for rate increases once again. As the line

chart shows, inflation rates form 2018 to today passed rate increase rates over the same time in FY 21, which is about the time when these funds began showing weaknesses in their structural balance. The Town Council delayed increases in FY 2021 and 2022 over concern about how the COVID 19 pandemic was impacting



residents and businesses. The Town also delayed rate increases during the transition to new electronic meters. Pausing increases during this period avoided compounding uncertainty for residents following the pandemic and allowed customers to adjust to

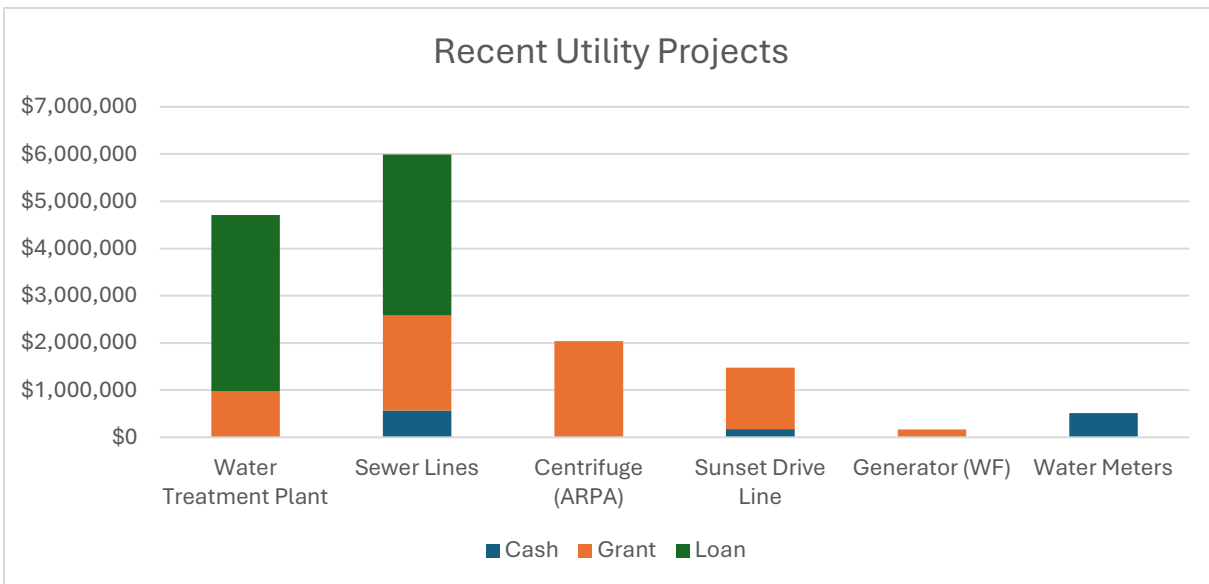


potentially higher usage readings identified by the new meters. . At this time, the Town having completed these projects, needs to restore the structural balance in these funds and ensure that operating costs and debt service are paid through the rate structure.

Water and Wastewater Funds- A Changing Focus

Over the last eight years, the Town has completed major infrastructure improvements at both the water and wastewater plants. The improvements include:

- Water Treatment Plant renovation
- Replacement or renovation of 25% of wastewater collection lines
- Addition of a centrifuge at the Wastewater Plant
- Replacement of Sunset Water Line
- Addition of Generator Capacity in Water System
- SCADA and Communication Improvements (included in other projects)



These improvements represent a significant reinvestment in the Town’s water and wastewater infrastructure. The Town has been responsible in its financial planning for these improvements, building up significant reserves for expenses prior to the projects, and utilizing significant grant funds, and low interest loans to complete the projects.

With the completion of these major improvements, the next several years will see a recalibration of work at the water and wastewater plants away from large construction projects towards refinement of operations and maintenance of systems. The water and wastewater debt structure changes significantly in FY 30, with a major debt retired at this time. The Town prioritized debt reduction in FY 19, and restructured two loans for a faster



payoff and lower interest rate. This restructured debt is the one which will be retired in FY 30.

At the same time that plants see a pause in major changes, there are several water line replacements that are lined up for consideration. A typical water line lifespan is 50 years, and line replacement is prioritized based on age, adequacy of the existing line size, and records of line breaks. Future line replacement plans include:

In FY30, the Town's single largest debt payment, one that has both water and wastewater costs, ends. This payment is close to \$400,000 per year, and its retirement will substantially change the budget dynamic for both funds.

- Western Route 60, Christian Springs and Huff Creek- . These lines were dedicated to the Town by a developer and are undersized for fire suppression and additional users.
- Waugh's Ferry Road- This is a critical line for the Town's system, as the Town's primary water tank is located at the end of this road.
- Rosecliff Farms extension- This community is seeking extension to address well issues in their community.
- Second Street- This line is older and has a higher than average leak rate.
- Walnut Street- This line is older and has a higher than average leak rate.
- Union Hill- This is an older line and is slated to be replaced in future years.
- Zane Snead- This is an older line and is slated to be replaced in future years.

There are smaller lines that the Town intends to replace 'in-house,' as time, needs and capacity arise.

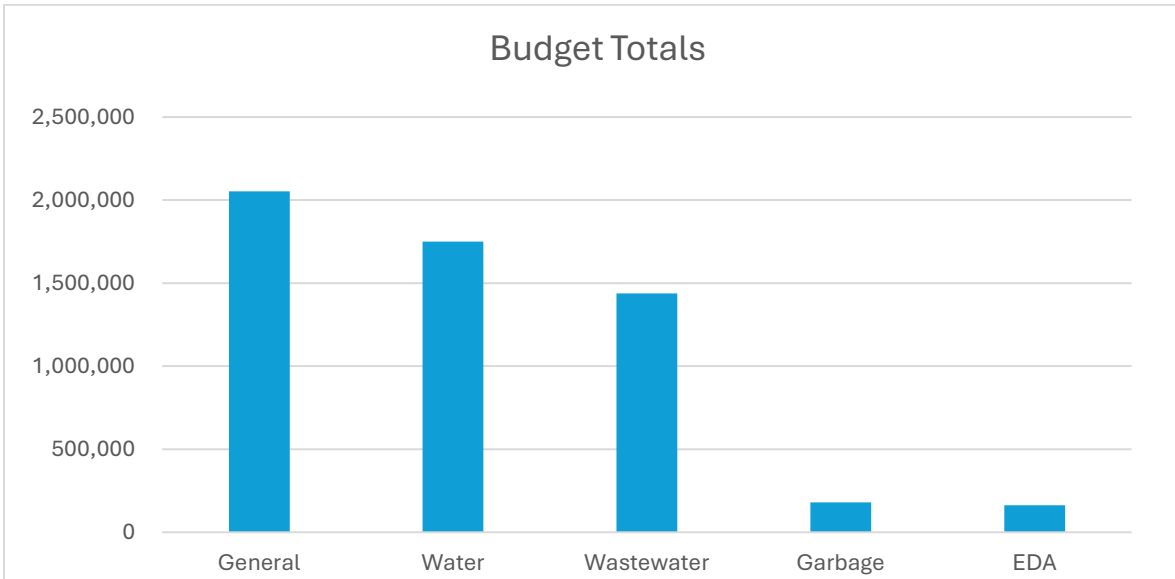
The next three fiscal years, from FY 27 through FY 30, are about restoring structural balance. The last several years have been about major projects, FY 30 will mark a turning point when nearly \$400,000 in annual debt is retired. At that time, the Town will have greater flexibility in planning improvements. Wastewater will move to a lower debt maintenance model, and water will be positioned to responsibly finance long term distribution projects.

This Year's Budget

For FY 27, the Town is considering a total budget of approximately \$5.6 million. General fund supplementation of the wastewater fund drives that cost up by over \$200,000. The EDA fund is larger than usual as well, funding required compliance costs for the Town's water withdrawal permit for the water fund. Interfund transfers, such as the ones from the general fund to wastewater, or the EDA fund to water, are recorded as expenditures



in both the sending and receiving fund, which makes the overall budget appear larger than the Town’s actual net spending. Thus, what looks like \$400,000 in expenditures is only half that amount. In the same way, \$120,000 transferred from the Economic Development account to the water fund for the permit compliance costs looks as though it is spent twice- once to move the funds, and then once to actually spend them. These transfers inflate the overall budget by well over \$300,000.



This year’s proposed budget includes fully funding the Capital Improvement Program (CIP). The CIP projects are large capital projects that are considered separately from standard operating budget items. The following table shows the items proposed for funding in the draft budget, as well as the source of funds. This budget year does not contemplate any large infrastructure or grant funded projects, but is rather focused on maintenance of existing facilities.

Request:	General	Water	Wastewater
Tasers:	\$ 40,318.30		
Raw Influent Pumps:			\$ 19,546.10
Plants Meters:		\$ 24,041.00	\$ 24,041.00
Plants Roofs:			\$ 15,986.00
Maintenance Truck:	\$ 14,804.77	\$ 14,804.77	\$ 14,804.77
Seal Town Hall Lot:	\$ 2,666.67	\$ 2,666.67	\$ 2,666.67
Pave Police Lot:	\$ 28,750.00		
Park Master Plan:	\$ 40,000.00		
Water Compliance:		\$ 120,000.00	
Totals:	\$ 126,539.73	\$ 161,512.43	\$ 77,044.53

Personnel



This year, there are no new positions contemplated. The proposed budget does anticipate filling a position that was left vacant last year in Utilities. The Town has been preparing for upcoming retirements by building internal capacity and cross-training staff. This reduces operational disruption, minimizes the loss of institutional knowledge, and increases retention. To that end, the Utilities Maintenance Supervisor position was left unfilled last year, as that employee filled the Maintenance Foreman position. He is returning to his previous job, and a new Foreman is slated to be hired. This position swapping was used as an opportunity to better coordinate maintenance activities across departments and work towards the reunification of Utilities and Maintenance in one department in the next few years.

Personnel cost increases are modest in this budget. Several localities ended up with double digit health insurance increases, but the Town's increase is 7%. Additionally, the Town's retirement costs have remained stable. The Town's raise structure is 2.17% for a cost of living increase, based upon the Consumer Price Index (CPI) for last year. Additionally, employees with a satisfactory review are eligible for a 2% increase. These raises are capped at \$2,502, which is the amount that an employee with a \$60,000 salary would receive. This cap contains costs for the Town, and also prevents salaries at the higher end of the pay structure from stretching too far from front line employees. While the Town does not place this cap each year, a review of positions for similar towns demonstrates that the Town is in line with salaries elsewhere.

The Budget Document

The FY 27 budget reflects a Town that has invested heavily in its infrastructure, maintained financial discipline, and is positioning itself for long-term stability. Want to learn more? The complete budget is available on the Town's website, with individual budget lines for each fund, and detailed information about where the money goes. Past audits are also on the Town's website. And if you have questions, please reach out!

Sara McGuffin

Town Manager

434.946.7885

Sara.mcguffin@amherstva.gov

AN ORDINANCE TO ESTABLISH THE BUDGET FOR THE TOWN OF AMHERST, VIRGINIA FOR THE FISCAL YEAR BEGINNING JULY 1, 2026 AND ENDING JUNE 30, 2027, 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, 2026, 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 FY27 Town of Amherst budget and approved appropriations for the respective funds.

Estimated Revenues

General Fund	\$2,039,141
Water Fund	\$1,756,283
Sewer Fund	\$1,443,863
Garbage Fund	\$180,187
EDA Fund	\$162,683

Estimated Expenditures

General Fund	\$2,039,141
Water Fund	\$1,756,283
- Operations	\$1,140,721
- Debt Service and Capital Projects	\$615,562
Sewer Fund	\$1,443,863
- Operations	\$980,976
- Debt Service and Capital Projects	\$462,887
Garbage Fund	\$180,187
EDA Fund	\$162,683

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 proposed budget includes a continuation of the lodging tax included in the Town Code at 5%.

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 27 budget includes an increase in water and sewer rates. Water and sewer connection fees remain the same.

The monthly garbage rate increases in FY 27 to \$13.00.

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:

Amount	Organization	Purpose/Conditions
\$15,000	Amherst Fire Department	Operating Costs, including water, sewer, electric, training, equipment.
\$3,000	Village Garden Club	Civic Beautification
\$2,500	Amherst County Museum and Historical Society	Utilities, Programming and repairs to the Museum building.
\$2,000	Neighbors Helping Neighbors	Supplies for Food Bank
\$2,000	Amherst/Nelson Tech Club	Technical assistance with events
\$2,000	Second Stage	Building preservation, events, and free event space
\$26,500	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 27 fiscal year are as follows:

General Fund Permanent Fund		\$513,390
General Fund Contingency		\$61,174
Water Fund Permanent Fund		\$737,729
Sewer Fund Permanent Fund		\$629,587
Garbage Fund Permanent Fund		\$45,047

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 2.17%, 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 7% this year.¹²⁷

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 13th of May, 2026 and reflects the complete budget for July 1, 2026, to June 30, 2027.

Mayor

Attest:

Clerk of Council

Town of Amherst
Schedule of Local Levy
July 1, 2026

The following are tax levies for the fiscal year beginning July 1, 2026. 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)

Town of Amherst Utility Rate and Fee Policy

FY 27/28

Initiation or Termination of Service:

Requests to initiate or terminate Town water, sewer and/or refuse collection (utility) service are accepted at the Town Hall (434/946-7885) 9-5, M-F for processing by the Utilities Department. All new customers and changes to the party to be billed are required to show proper identification and will be charged a \$50.00 account set-up fee/reconnection fee/trip charge that will be added to the customer’s first bill.

Residential Customers:

All active customers shall be charged one Residential Base Charge each month for each individual residential unit, as designated consistent with building and zoning practices. Customers are charged for water and sewer usage based upon metered water usage.

<u>Rate Component</u>	<u>In Town Residential Base Charge</u>	<u>In Town Use Charge per 1,000 gallons</u>	<u>Out of Town Residential Base Charge</u>	<u>Out of Town Use Charge per 1,000 gallons</u>
Water:				
Effective July 1, 2026	\$18.76	\$9.35	\$37.51	\$18.70
Sewer:				
Effective July 1, 2026	\$32.12	\$8.03	\$64.24	\$16.06
Curbside Refuse Collection:				
Effective July 1, 2026	\$13.00		\$13.00	

Nonresidential Customers:

Base charges for non-residential water and sewer users will be computed by dividing metered use by 3,250 gallons and then multiplying by the applicable residential base charge. This applies to all non-residential users except for churches that shall be assessed on the same basis as residences. The applicable residential charge shall be assessed for each residential unit for Curbside Refuse Collection.

Deposits

A lessee or tenant of a property shall pay a security deposit of \$300 to the Town as a condition precedent to turning on water or sewer services in the name of the lessee or tenant for that property. This may be paid at a rate of \$100/month, added to the monthly utility bill. Interest will not be paid on deposit refunds. Deposits will be credited to the tenant’s final bill after the Town is notified that the tenant will no longer be living at a particular residence. Any remaining credit balance left on a closed account will be mailed to the account holder, within two (2) months from when the account was closed, in the form of a check. Refund checks will only be made to the account holder.

Curbside Refuse Collection:

All in-town water customers shall receive curbside refuse collection service and refuse collection services will not be provided to non-water customers.

Fire Sprinkler Fees

Fire sprinkler fees are as follows:

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

Charges for Water Not Discharged to Sewer:

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

Dormant Account Fees:

A dormant account fee of \$5.00/month/residence or business for water and \$10.00/month/residence or business for sewer will be charged to every property owner that is connected to the respective utility, has used the service in the past, but not actively using the respective service. Dormant account fees shall not be applied to accounts associated only with yard hydrants, irrigation systems or swimming pools.

Reconnection Fee: -

A reconnection fee/trip charge of \$50 will be charged for any activation or reactivation of utility service due to a request for new service, reactivation from disconnection due to nonpayment or a customer- requested disconnection/reconnection. This fee may be waived at the Treasurer’s sole discretion due to emergency or irregular situations.

Billing:

Water meters are read every month and bills are calculated based upon the consumption recorded. All customers are billed every month. Bills are assigned a billing date which is normally the last day of the month during which the meter is read and then mailed to the customer. Payment is due by 5:00 P.M. on the 20th day of each month except when the 20th falls on a weekend or Town holiday the due date shall become 5:00 P.M. on the next business day. When a past due account is in delinquency status for more than three months, a lien for the balance due plus any court recording fees will be recorded against the real estate. **Property owners are held responsible for utility bills against their properties.**

Adjustments for Leaks:

A property owner is responsible for paying one hundred percent (100%) of the water that has passed through the Town’s water meter, along with the associated sewer charges. However, in good-faith situations involving water that has leaked from the customer’s plumbing, and upon confirmation by the owner that the leak has been repaired so that it will not recur, the Office Manager is authorized to grant a credit of up to fifty percent (50%) of the excess water and sewer charges, limited to the single billing period in which the leak occurred. The Office Manager is authorized to grant a one hundred percent (100%) credit on sewer charges if the leak occurred between the meter and the house, based on the assumption that the leaking water was not returned to the Town’s sewer system. For purposes of this leak adjustment policy, “repaired” is defined as physical repairs to the owner’s plumbing, such as pipe patching, replacement of the flapper mechanism in a toilet tank, or physical replacement or removal of a plumbing fixture. Merely closing a valve upstream of the leak location shall not be considered a repair.

Late Payment Charges and Disconnect Procedures:

The Town will assess a late charge penalty of 10%, which shall be assessed once for each new delinquent amount charged when the payment is not received by 5:00 P.M. on the due date. Delinquent charges shall also be assessed interest at 10% per annum (0.833% per month) until paid. All payments received after 5:00 P.M. are processed as the next business day’s receipts. If a customer receives a bill with a previous balance showing 60 days past due, that 60 days past due balance must be received by 5:00 P.M. on the 2nd Monday of the month following receipt of that bill. A text message and email notification will be sent out on the 2nd Monday to remind those in a pre-disconnect status of their payment that is due to avoid disconnect. If the 60-day previous balance is not received by the 5:00 pm deadline, customer will be put on the Town’s disconnect list for the following morning. **The cut off time refers to online payments and drop box payments as well as in person payments. If you make your payment at 5:05p.m. online on the cutoff date you will be added to the disconnection list per this policy.**

Effective July 1, 2024 per Code of Virginia § 15.2-2121.2. if the weather for the following 24 hours after scheduled

disconnect is predicted to reach 92 degrees or above, we are unable to perform disconnects. However, once the predicted temperature falls below 92 degrees, disconnect will be performed without any further notice. If you are already disconnected and the temperature reaches 92 degrees or above in the days following disconnect, we are not obligated to reconnect you without proper payment at that point.

Restoration of Service:

If a customer has not paid the 60 days past due balance on an account by the disconnection date or otherwise made arrangements satisfactory to the Treasurer to have the balance paid, the water service will be terminated. Before any service is restored, all past due amounts, including the \$50.00 reconnection fee/tripcharge, must be physically received at 174 South Main Street in the Town of Amherst. Funds will not be accepted from customers at the service location. The \$50.00 reconnection fee/trip charge will also be charged where a customer, or any entity other than the Town, has obtained water and/or sewer service prior to all applicable fees and/or charges being paid to obtain service and/or has installed a meter or other apparatus in a meter setting to gain access to public water/sewer.

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

Returned Payments:

Any payments not honored by the bank, whether check, or credit card payment, will be charged a \$50.00 handling fee and any bank fees (*see* Va. Code § 15.2-106). Service shall automatically be disconnected when a payment to pay to prevent service from being disconnected or to reconnect a service is returned or charged back to the Town for any reason. If the returned payment was paid to prevent termination of services, then the past due balance, the returned payment handling fee and a reconnection fee/trip charge shall be collected prior to service being restored via cash, money order or certified check. Once the Town has received a returned payment on an account more than one time, the Town will not accept any forms of payment other than cash or certified funds for a period of six (6) months for that account.

Any payments received by 5:00 P.M. on each business day will be credited the same day. Any payments received after 5:00 P.M. (including those received via U.S. Mail and the Town's drop box) will be credited as being received the next business day.

Payment Arrangements:

The Treasurer is authorized to enter into a payment contract if a customer cannot pay his previous balance in full. Each customer account is only allowed one (1) payment arrangement per calendar year. There is a standard "agreement" form that is available at the Town office and must be signed by the person on the account. The Treasurer may make arrangements that deviate from the standard policy only in extreme situations.

Fire Hydrant Use:

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

Cross Connections:

As required by the Virginia Department of Health, where a high potential exists for contamination of the Town's municipal water system, a backflow prevention device approved by the Town of Amherst must be installed. This includes irrigation systems. Where required, the owner of the backflow prevention device must have annual tests performed to certify that the device is working correctly. Failure to install and operate such devices and/or provide certification or the test results to the Town of Amherst may result in the interruption of water service. (*See* Town Code 22-53, 22-54)

Sewer Connections and Discharges:

Connections to and discharges into the Town's sewer system must conform to local, state, and federal sewage

pretreatment regulations. This includes the installation of grease traps for restaurants and grittraps for car washes. Failure to meet such provisions may result in the interruption of sewer service via disconnection of the water service or other means. (*See* Town Code § 22-157.)

Availability and Connection Fees:

Availability Fees:

The Town does not charge availability fees where:

- there is programmed capacity in the system to serve the proposed connection and use,
- that connection will not hinder service to other properties, and
- the owner bears the cost of any line extensions that are required to make the connection.

If additional system capacity is required, the applicant will pay an availability fee based upon the cost of the improvement required.

Connection Fees: The connection fee shall be \$500 for water and \$500 for sewer.

Maintenance of Policy and Implementation

The Town Manager shall be responsible for maintaining and updating this policy and for its proper administration. The Town Manager shall have the authority to deviate from strict enforcement for good cause. The Town Manager is further authorized to allow out-of-town non-profit organizations that have a financial hardship and provide a community service to be billed at an in-town rate, on an annual basis.

FY 26 BUDGET

FY 27 BUDGET

Account Name	FY 26 Approved	FY 26 Recommended less FY25 Adopted=Difference	FY 25 Actual	FY 26 @ 12/31/25	FY 27 Department Request	FY 27 TM Recommended
GENERAL FUND REVENUES						
Real Property Taxes-Current		-				
Real Property Taxes-Delinquent		-				
Personal Property Tax-Current		-				
Personal Property Tax-Delinquent		-				
Penalties on Del Taxes		-	-			
Interest on Del Taxes		-				
Local Sales & Use Tax	168,000.00	-	161,621.69	72,763.02	150,000.00	150,000.00
Consumer Utility Tax-Gas, Elec	25,200.00	200.00	26,491.35	13,047.35	25,200.00	25,200.00
Electric Consumption Tax	13,200.00	(1,800.00)	14,880.10	6,892.49	13,200.00	13,200.00
Business License Tax	200,000.00	20,000.00	245,249.83	9,839.21	225,000.00	225,000.00
Business Lic Tax-Interest & Pen	4,000.00	-	10,869.03	561.66	4,000.00	4,000.00
Motor Vehicle Licenses	42,000.00	-	41,303.00	41,151.00	41,500.00	41,500.00
Motor Vehicle Licenses Penalties/Interest	500.00	-	760.64	200.93	500.00	500.00
Bank Stock Fee	65,000.00	-	72,319.00		65,000.00	65,000.00
Cigarette Tax	30,000.00	-	39,000.00	15,000.00	30,000.00	30,000.00
Lodging Tax	17,000.00	(3,000.00)	14,881.36	8,106.65	16,000.00	16,000.00
Meals Tax	770,000.00	10,000.00	766,839.30	392,823.44	775,000.00	750,000.00
Meals Tax-Pen & Int.	1,500.00	900.00	2,322.99	46.02	1,500.00	1,500.00
Zoning Fees		-	2,175.00	1,757.00	-	2,000.00
Fines & Forfeitures	7,400.00	(4,600.00)	9,203.16	6,464.61	7,400.00	7,400.00
Interest on Bank Deposits	51,000.00	(9,000.00)	40,940.84	9,529.16	45,000.00	45,000.00
Interest on Investments	150,000.00	54,000.00	155,893.43	61,045.07	150,000.00	150,000.00
VIP Unrealized Gain/Loss	20,000.00	-	35,301.25	7,182.28	20,000.00	20,000.00
Tower Lease	10,859.16	-	10,859.16	5,429.58	10,859.16	10,859.16
Rent-Firing Range		-	-	-	-	0.00
Sale of Banners			875.00	-	-	0.00
Police Security	5,000.00	-	-	4,520.88	5,000.00	5,000.00
Refunds	5,220.00	(324.00)	12,078.39	7,504.77	5,220.00	5,220.00
Returned Check Fee	1,200.00	700.00	1,400.00	550.00	1,200.00	1,200.00
Accident Reports	300.00	-	180.00	110.00	300.00	300.00
Misc Rev	0.00	-	14,691.68	771.00	-	0.00
Collection Fee	1,500.00	(500.00)	3,699.08	1,754.61	1,500.00	1,500.00
Donations-Police	0.00	-	12,006.00	371.00	-	0.00

Account Name	FY 26 Approved	FY 26 Recommended less FY25 Adopted=Difference	FY 25 Actual	FY 26 @ 12/31/25	FY 27 Department Request	FY 27 TM Recommended
Sale of Surplus Property/Salvage	0.00	-	4,059.15	13,020.70	-	0.00
DMV Stop Fees	2,000.00	-	1,860.00	758.71	2,000.00	2,000.00
Rolling Stock Tax	2,800.00	200.00	2,887.44	2,889.35	2,800.00	2,800.00
Personal Property Tax Relief	17,455.92	-	17,455.92	17,455.92	17,455.92	17,455.92
Rental Tax	2,000.00	(200.00)	796.95	12.95	2,000.00	2,000.00
Game of Skills Tax		-	-	-	-	0.00
Communication Tax from State	65,000.00	(1,000.00)	66,366.69	32,664.67	65,000.00	65,000.00
DCJS Grants		-	6,419.19	550.00	-	
State Police Aid	70,448.00	5,784.00	70,447.00	35,224.00	70,448.00	70,448.00
Fire Programs Grant	15,000.00	-	15,000.00		15,000.00	15,000.00
Other Public Safety Grants		-			-	
DCJS Federal Justice Grants		-	3,342.00		-	
CARES Act Funding		-			-	
Insurance Claims		-	1,819.16	28,084.70	-	
Sale of Land/Vehicles/Buildings		-	500.00		-	
Carryover from previous year for budget balance		-			-	
FOIA Request		-	-	-	-	
Transfers from Other Funds		-			-	
Reserve Funds	127,861.40	127,861.40			-	291,358.23
General Fund Revenues Totals	1,891,444.48	199,221.40	1,876,794.78	798,082.73	1,768,083.08	2,036,441.31

GENERAL FUND EXPENSES						
TOWN COUNCIL						
Council Pay	11,400.00	-	9,825.00	4,650.00	11,400.00	11,400.00
FICA	872.10	-	751.86	355.84	872.10	872.10
Travel-Milage/Hotels/Conference	4,000.00	(2,000.00)	4,917.11	1,203.74	4,000.00	4,000.00
Employee Recognition		-	-	-	-	0.00
Town Council Totals	16,272.10	(2,000.00)	15,493.97	6,209.58	16,272.10	16,272.10

Account Name	FY 26 Approved	FY 26 Recommended less FY25 Adopted=Difference	FY 25 Actual	FY 26 @ 12/31/25	FY 27 Department Request	FY 27 TM Recommended
TOWN MANAGER						
Wages	47,656.85	2,207.05	47,044.11	24,040.61	58,278.46	58,278.46
PT Wages	45,740.03	2,112.94	43,621.76	22,780.62	44,689.67	44,689.67
FICA	7,144.86	330.48	7,057.56	3,647.17	7,877.06	7,877.06
VRS	11451.94	530.35	15202.67	6668.47	\$ 11,737.28	11737.28114
Health Insurance	6,508.32	117.94	6,352.43	2,230.09	8,035.20	8,035.20
Group Life Insurance	562.35	26.04	569.76	283.58	372.98	372.98
STD/Long-Term Disability	69.00	(170.97)	280.17	125.70	66.35	66.35
Unemployment Insurance	20.00	-	16.00	-	20.00	20.00
Worker's Comp	98.43	(33.37)	131.80	-	100.89	100.89
Professional Svcs	8,000.00	4,000.00	8,058.00	-	8,000.00	8,000.00
Printing & Binding		-	-	-	-	0.00
Advertising	2,500.00	-	408.04	230.41	2,500.00	2,500.00
Contingency requirement	52,907.00	1,907.00	21,626.88	8,784.22	51,500.00	61,187.00
Postage	800.00	400.00	738.63	29.71	800.00	800.00
Telecommunications	1,080.00	-	1,080.00	427.50	1,080.00	1,080.00
Crime & Cyber Insurance	2,025.00	(200.00)	2,225.00	-	2,025.00	2,025.00
Tuition Reimbursement	4,500.00	4,500.00	-	-	-	0.00
Travel-Mileage/Hotel/Conference	4,000.00	500.00	3,551.44	7,623.82	4,500.00	4,500.00
Independence Day			-	-	20,000.00	20,000.00
Halloween Event					6,000.00	6,000.00
Christmas Parade					3,000.00	3,000.00
Dues & Memberships	4,000.00	1,500.00	3,677.29	2,569.00	4,000.00	4,000.00
Capital Improvement Program		-			126,539.73	106,539.73
Town Manager Totals	199,063.79	17,727.47	161,641.54	79,440.90	361,122.62	350,809.62
Town Attorney	50,000.00	21,725.25	57,262.44	18,591.00	50,000.00	50,000.00
Independent Auditor	21,000.00	1,000.00	21,250.00	-	22,000.00	22,000.00
				18591		
FINANCE DEPARTMENT						
	59,568.58	4,699.29	56,812.88	33,645.69	42,549.95	42,549.95
PT Wages	5,636.33	260.20	5,296.42	3,650.66	5,873.82	5,873.82
FICA	4,988.18	379.41	5,399.42	3,282.82	3,704.42	3,704.42
VRS	12,616.97	982.71	14,811.42	7,369.39	7,509.46	7,509.46
Health Insurance	11,050.68	231.56	11,074.56	11,471.93	8,123.16	8,123.16

Account Name	FY 26 Approved	FY 26 Recommended less FY25 Adopted=Difference	FY 25 Actual	FY 26 @ 12/31/25	FY 27 Department Request	FY 27 TM Recommended
Group Life Insurance	702.91	55.45	765.03	356.36	272.32	272.32
Hybrid Disability	58.46	2.70	51.15	35.46	224.66	224.66
Unemployemnt Insurance	50.00	18.00	69.42	10.20	70.00	70.00
Worker's Comp	86.66	(26.33)	112.99	-	71.63	71.63
DMV Stops	2,000.00	-	1,675.00	525.00	2,000.00	2,000.00
Professional Svcs	3,800.00	-	90.72	3,150.00	8,800.00	8,800.00
Banking Service Charges	1,000.00	900.00	694.44	-	1,000.00	1,000.00
VIP Management Fee	3,500.00	-	3,121.65	1,621.58	3,500.00	3,500.00
Service Contracts	4,800.00	200.00	4,452.07	5,062.53	5,000.00	5,000.00
Advertising	200.00	-	1,007.13	55.50	500.00	500.00
Postage	3,600.00	600.00	1,719.28	1,186.19	3,600.00	3,600.00
Telecommunications	1,080.00	-	1,080.00	495.00	1,080.00	1,080.00
Tuition Reimbursement	1,200.00	-	-	-	10,000.00	10,000.00
Travel-Mileage/Hotel/Conference	2,000.00	(1,000.00)	1,253.87	246.52	2,000.00	2,000.00
Dues & Memberships	560.00	40.00	445.00	524.08	685.00	685.00
Office Supplies	4,000.00	-	3,901.24	6,922.23	4,000.00	4,000.00
Finance Totals	122,498.77	7,342.99	113,833.69	79,611.14	110,564.42	110,564.42

Information Technology						
I.T. Services	15,000.00	-	12,234.05	4,313.88	15,000.00	15,000.00
Phone Maintenance		-	-	-	-	0.00
Website Maintenance	1,000.00	-	450.00	450.00	1,000.00	1,000.00
Microsoft Office Service	10,000.00	-	7,975.60	3,472.50	10,000.00	10,000.00
Tech Club Donation	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00
I.T. Supplies	5,000.00	-	3,349.91	549.32	5,000.00	5,000.00
I.T. Equipment	20,000.00	15,000.00	3,454.70	4,158.25	20,000.00	20,000.00
I.T. Totals	53,000.00	17,000.00	29,464.26	14,943.95	53,000.00	53,000.00

Account Name	FY 26 Approved	FY 26 Recommended less FY25 Adopted=Difference	FY 25 Actual	FY 26 @ 12/31/25	FY 27 Department Request	FY 27 TM Recommended
POLICE DEPARTMENT						
Wages	459,837.21	(29,470.70)	387,731.29	229,028.90	472,391.28	472,391.28
Overtime	10,000.00	332.81	8,698.98	939.97	10,000.00	10,000.00
PT Wages	31,482.64	1,482.64	19,237.67	9,433.76	32,803.88	32,803.88
Other Pay/Holiday	14,562.53	(1,235.72)	9,215.97	4,640.32	18,006.68	18,006.68
Security Wages	5,000.00	-	-	800.00	5,000.00	5,000.00
FICA	39,396.24	(2,280.65)	31,503.29	17,819.05	40,573.39	40,573.39
VRS	95,315.81	(6,008.13)	79,759.27	46,014.62	79,480.91	79,480.91
Health Insurance	85,182.00	1,606.20	61,757.44	40,980.38	90,876.00	90,876.00
Group Life Insurance	5,426.08	(347.75)	4,488.94	2,630.93	3,023.30	3,023.30
STD/Long-Term Disability	137.47	6.37	120.23	34.38	132.00	132.00
Unemployment Insurance	69.15	0.42	75.64	10.59	69.53	69.53
Worker's Comp	15,902.11	(454.25)	16,356.36	-	16,428.08	16,428.08
LODA Insurance	3,621.00	321.00	2,631.00	-	3,983.00	3,983.00
Maint Services	2,000.00	-	1,105.98	10.49	2,000.00	2,000.00
Professional Services	5,000.00	(3,000.00)	4,525.00	-	5,000.00	5,000.00
CODE RED	2,700.00	-	2,700.00	-	2,700.00	0.00
Advertising	1,200.00	-	1,170.93	-	1,200.00	1,200.00
Postage	500.00	-	40.52	18.75	500.00	500.00
Telecommunications	11,640.00	-	7,814.95	3,705.35	11,725.68	11,725.68
Motor Vehicle Insurance	3,451.55	517.77	2,933.78	-	3,796.71	3,796.71
Other Property Insurance	689.54	154.58	534.96	-	758.53	758.53
Tuition Reimbursement	5,500.00	5,500.00	-	5,500.00	10,960.00	10,960.00
Travel-Mileage/Conference/Hotel	3,000.00	(5,000.00)	1,958.70	2,165.73	3,000.00	3,000.00
Public Safety Event	15,000.00	-	18,077.83	247.85	-	0.00
Fire Range Fees	5,400.00	2,400.00	993.75	3,477.09	3,000.00	3,000.00
Attorney Fees	2,500.00	500.00	1,800.00	450.00	2,500.00	2,500.00
Dues & Memberships	8,000.00	2,000.00	6,746.00	33.38	8,000.00	8,000.00
Office Supplies	3,000.00	-	2,764.03	1,562.49	3,000.00	3,000.00
K-9 Supplies	-	(4,500.00)	1,224.91	-	-	0.00
Fuel	20,000.00	-	17,296.37	8,135.42	20,000.00	20,000.00
Vehicle/Power Equipment Supplies	6,000.00	(3,000.00)	5,663.96	4,598.02	9,000.00	9,000.00
Police Supplies	40,000.00	20,000.00	20,528.32	12,227.15	20,000.00	20,000.00
Uniforms	7,000.00	3,000.00	4,354.38	2,719.52	7,000.00	7,000.00
Crime Prevention	2,000.00	(3,000.00)	2,936.81	240.51	2,000.00	2,000.00
Investigation Expense	3,000.00	-	138189.29	-	3,000.00	3,000.00

Account Name	FY 26 Approved	FY 26 Recommended less FY25 Adopted=Difference	FY 25 Actual	FY 26 @ 12/31/25	FY 27 Department Request	FY 27 TM Recommended
Vehicles		(70,000.00)	74,263.60	-	-	0.00
Police Department	913,513.33	(90,475.41)	801,200.15	397,424.65	891,908.97	889,208.97

PUBLIC SAFETY						
Fire Dept Contributions	15,000.00	-	15,000.00	15,000.00	15,000.00	15,000.00
Fire Programs Grants	15,000.00	-	15,000.00	-	15,000.00	15,000.00
Public Safety	30,000.00	0.00	30,000.00	15,000.00	30,000.00	30,000.00

Streetlights	35,665.00	1,530.00	33,058.06	13,315.43	35,550.00	35,550.00
				13315.43		

GENERAL PROPERTIES						
Wages	26,473.99	(19,157.90)	27,299.99	7,550.23	\$ 26,210.14	26,210.14
PT Wages	19,834.36	3,490.62	12,214.60	8,618.54	20,553.84	20,553.84
Other Pay/Holiday	410.62	17.91	28.71	4.79	417.16	417.16
FICA	3,574.00	(1,197.18)	3,026.95	1,042.12	3,695.58	3,695.58
VRS	5,435.11	(4,634.98)	6,434.01	1,717.76	4,677.65	4,677.65
Health Insurance	5,632.20	(6,042.20)	6,813.47	2,797.08	6,026.40	6,026.40
Group Life Insurance	312.39	(226.07)	358.28	128.59	174.96	174.96
Long-Term Disability	19.42	(86.46)	-	10.05	19.42	19.42
Unemployment Insurance	64.00	-	62.80	7.09	64.00	64.00
Worker's Comp	149.53	(699.71)	849.24	-	155.81	155.81
Maintenance Contracts		-	-	2,300.00	-	0.00
Electric	10,385.00	35.00	11,286.84	4,300.33	11,290.00	11,290.00
Heating Services	3,000.00	(1,000.00)	2,279.91	449.32	3,000.00	3,000.00
Water/Sewer	4,303.82	583.82	3,501.69	1,494.77	3,573.95	3,573.95
Telecommunication	12,588.00	504.00	15,347.19	7,263.10	11,133.00	11,133.00
Property Insurance	511.50	127.49	-	-	562.64	562.64
Motor Vehicle Insurance	1,367.14	205.09	1,162.05	-	1,503.85	1,503.85
Other Property Insurance	3,421.11	579.98	2,841.13	-	3,763.18	3,763.18
General Liability Insurance	5,553.00	78.00	5,475.00	-	6,109.00	6,109.00
Lease of Equipment	7,000.00	(3,000.00)	798.94	1,934.70	10,000.00	10,000.00
Travel-Mileage/Conference/Hotel	4,000.00	-	2,580.76	3,398.10	5,000.00	5,000.00
Dues & Memberships		-	160.00	-	-	0.00
Office Supplies	750.00	-	2,364.51	260.80	1,000.00	1,000.00
Janitorial Supplies	2,000.00	(1,000.00)	1,139.10	599.43	2,000.00	2,000.00
Repair & Maint. Supplies	20,000.00	(1,500.00)	4,225.48	17,480.77	25,000.00	25,000.00

Account Name	FY 26 Approved	FY 26 Recommended less FY25 Adopted=Difference	FY 25 Actual	FY 26 @ 12/31/25	FY 27 Department Request	FY 27 TM Recommended
Fuel	20,000.00	-	11,078.11	4,410.49	20,000.00	20,000.00
Vehicle/Power Equipment Supplies	24,000.00	-	7,191.91	5,913.08	24,000.00	24,000.00
Uniforms	3,000.00	-	1,722.65	1,742.21	3,000.00	3,000.00
Christmas Decorations	4,000.00	-	2,321.50	1,857.45	4,000.00	4,000.00
Ag Supplies	2,500.00	-	160.00	352.42	2,500.00	2,500.00
Equipment/Vehicles	20,000.00	20,000.00	148,552.00	27,798.00	44,414.30	44,414.30
General Properties Totals	210,285.18	(12,922.60)	319,276.82	103,431.22	243,844.88	243,844.88

CVCC Small Bus. Center Contri.		-		-	-	0.00
Second Stage Contri		(1,000.00)	1,000.00	0.00	2,000.00	2,000.00
Amherst Mountain Bike Club		-	-	-	-	0.00
Village Garden Club Contri.	3,000.00	-	3,001.00	-	3,000.00	3,000.00
Amherst/Nelson Tech Club		(2,000.00)			2,000.00	2,000.00
Museum Contributions	2,500.00	-	2,500.00	-	2,500.00	2,500.00

Planning/Zoning						
Professional Services	10000	10,000.00	-	-	10,000.00	10,000.00
Advertising	1,500.00	700.00	2,254.72	752.22	1,500.00	1,500.00
Postage	100.00	-	-	144.92	250.00	250.00
Planning Grants		-		-	-	0.00
Dues/Memberships	1,227.00	-	1,227.00	1,227.00	1,227.00	1,227.00
General Properties Totals	12,827.00	10,700.00	3,481.72	2,124.14	12,977.00	12,977.00

Community Development						
Chamber of Commerce Contri.		-		-		
Neighbors Helping Neighbors Contri.	1000.00	(1,500.00)	2,500.00	1,000.00	2,000.00	2,000.00
Community Development Totals	1,000.00	(1,500.00)	2,500.00	1,000.00	2,000.00	2,000.00
Renovations		-				
Transfer to EDA	4349.58	4,349.58	4,349.58	4,349.58	2,740.65	2,740.65
Transfer to Sewer	216469.73	216,469.73		216,469.73		207,973.67
		-		220,819.31		
General Fund Expense Total	1,891,444.48	187,947.01	1,599,313.23	1,172,730.63	1,838,739.99	2,036,441.31

WATER FUND

Account Name	FY 26 BUDGET			FY 27 BUDGET		
	FY 26 Approved	FY 26 Recommended less FY25 Adopted=Difference	FY 25 EOY	FY 26 @ 12/31/25	FY 27 Department Request	FY 27 TM Recommended
WATER FUND REVENUE						
Water In-Town Base Charges	285,052.37	26,182.61	277,610.55	157,473.22	325,622.88	325,622.88
Water OT Base Charges	176,256.18	21,913.33	169,402.40	77,019.00	176,743.08	176,743.08
Water In-Town Usage Charge	429,477.74	36,689.12	405,094.18	236,035.02	513,933.78	513,933.78
Water OT Usage Charges	291,011.27	34,786.50	273,664.99	123,708.22	294,587.78	294,587.78
Penalties	25,000.00	(10,000.00)	30,124.11	17,398.35	25,000.00	25,000.00
Trip Charges	8,000.00	-	8,400.00	4,350.00	8,000.00	8,000.00
Dormant Acct Fee	3,380.94	(159.69)	3,326.64	1,470.82	3,075.96	3,075.96
Fire Sprinklers	4,599.00	(165.00)	4,764.00	2,382.00	4,764.00	4,764.00
Avalability Fee	5,000.00	-	5,436.54	4,630.56	5,000.00	5,000.00
Water Charges-SBC	106,200.00	9,900.00	96,902.20	52,965.00	106,200.00	106,200.00
Water Construction Reimbursement	26,227.20	-	26,227.20	13,113.60	26,227.20	26,227.20
Reimbursement of Const. Cost		-	-	0.00	0.00	-
Grant Revenue-Lead Service Line		(187,000.00)	22,875.66	187,585.34	0.00	-
Grant Revenue-Sunset Project		(1,300,000.00)	-	0.00	0.00	-
		-	-	0.00	0.00	-
Build Back Better			405,306.13	637,141.46	257,552.41	-
Transfer from Reserve	278,442.35	278,442.35	-	0.00	0.00	142,128.32
Transfer from General Fund		-	-	0.00	0.00	-
Utility Account Deposits	5,000.00	4,000.00	-	0.00	5,000.00	5,000.00
Transfer from Other Fund		(415,101.10)		0.00	100,000.00	120,000.00
Revenue Totatls	1,643,647.06	(1,500,511.87)	1,729,134.60	1,515,272.59	1,851,707.09	1,756,283.00
WATER FUND EXPENSES						
TOWN MANAGER						
Wages	64,335.01	2,979.42	59,690.86	25,547.75	51,738.68	51,738.68
PT Wages	5,717.50	264.11	5,452.72	2,847.55	5,958.62	5,958.62
FICA	5,359.02	248.13	5,175.56	2,278.74	4,413.84	4,413.84
VRS	15,459.70	715.95	15,270.78	7,431.21	10,420.17	10,420.17

WATER FUND

Account Name	FY 26 BUDGET		FY 27 BUDGET			
	FY 26 Approved	FY 26 Recommended less FY25 Adopted=Difference	FY 25 EOY	FY 26 @ 12/31/25	FY 27 Department Request	FY 27 TM Recommended
Health Insurance	8,135.40	873.60	6,801.98	2,491.75	7,365.60	7,365.60
Group Life Insurance	674.28	(49.72)	696.65	301.43	317.13	317.13
STD/Long-Term Disability	339.69	15.73	236.94	135.48	273.18	273.18
Unemployment Insurance		-		-	0.00	-
Contingency		-		-	0.00	-
Legal Fee/Study				6,280.50	0.00	-
Town Manager Totals	100,020.61	\$ 5,047.23	93,325.49	47,314.41	80,487.22	80,698.42
FINANCE DEPARTMENT						
Wages	45,911.90	3,096.54	43,787.19	26,316.58	39,134.09	39,134.09
PT Wages	11,272.66	520.39	9,494.58	5,005.46	11,747.64	11,747.64
FICA	4,374.62	276.70	3,826.06	2,249.73	3,892.45	3,892.45
VRS	10,183.95	670.83	8,201.28	4,269.28	7,351.56	7,351.56
Health Insurance	8,761.20	940.80	6,964.88	1,527.89	7,590.90	7,590.90
Group Life Insurance	541.76	36.54	461.71	236.72	250.46	250.46
Hybrid Disability	114.39	5.30	100.10	69.34	206.63	206.63
Unemployment Insurance		-	-	-	0.00	-
Professional Services		-		-	0.00	-
Banking Service Charges		(200.00)		-	0.00	-
Support Contracts	3,500.00	-	3,208.33	3,368.75	4,100.00	10,100.00
Misc Exp		-		-	0.00	-
Postage	4,200.00	200.00	4,092.31	2,169.59	4,200.00	4,200.00
Supplies	2,000.00	-	1,845.00	-	2,000.00	2,000.00
Finance Totals	\$ 90,860.47	\$ 5,547.09	\$ 81,981.44	\$ 45,213.34	80,473.72	86,473.72
Legal Fees/Study/Permit compliar	100000	100,000.00	0		100,000.00	-

WATER FUND

Account Name	FY 26 BUDGET			FY 27 BUDGET		
	FY 26 Approved	FY 26 Recommended less FY25 Adopted=Difference	FY 25 EOY	FY 26 @ 12/31/25	FY 27 Department Request	FY 27 TM Recommended
WATER OPERATIONAL DEPARTMENT						
Wages	138,693.83	(29,149.04)	175,810.61	111,148.38	188,713.98	188,713.98
Overtime		-	2,905.23	-	0.00	-
PT Wages	31,677.00	1,467.95	34,076.00	16,834.32	33,014.81	33,014.81
Other/Holiday	5,023.13	(1,597.95)	3,188.60	2,277.42	5,302.39	5,302.39
FICA	13,417.64	(2,239.84)	16,557.83	9,927.73	14,020.12	14,020.12
VRS	31,626.29	(5,749.09)	37,709.20	23,623.92	27,447.77	27,447.77
Health Insurance	31,290.00	(2,226.00)	33,020.48	25,114.15	33,480.00	33,480.00
Group Life Insurance	1,636.59	(343.96)	2,047.17	1,295.63	927.69	927.69
Long-Term Disability	475.57	35.48	415.91	108.72	502.01	502.01
Unemployment Insurance	32.00	-	47.79	14.90	32.00	32.00
Worker's Comp	2,281.86	(1,823.36)	4,105.22	-	2,510.05	2,510.05
Testing Services	20,000.00	(11,000.00)	4,552.90	3,270.00	20,000.00	20,000.00
Professional Svcs	6,200.00	3,000.00	11,039.50	1,250.00	6,200.00	6,200.00
Repair & Maint. Svcs	10,000.00	-	3,250.00	5,351.53	10,000.00	10,000.00
Advertising	2,000.00	-	-	-	2,000.00	2,000.00
Electrical Svcs	75,400.00	6,447.41	74,103.80	35,232.21	76,750.00	76,750.00
Water & Sewer	93,830.71	(10,569.29)	70,118.51	29,668.23	73,261.87	73,261.87
Postage	2,000.00	-	1,334.95	15.60	2,000.00	2,000.00
Telecommunications	7,500.00	-	4,456.07	2,019.53	7,045.68	7,045.68
Property Insurance	2,951.04	735.54	2,215.50	-	3,246.07	3,246.07
Motor Vehicle Insurance	437.65	65.65	372.00	-	481.41	481.41
Travel-Mileage/Hotel/Conference	1,500.00	(1,500.00)	301.00	250.00	3,000.00	3,000.00
Lease/Rent Equipment		-	-	-	0.00	-
Permits	7,000.00	-	3,833.33	3,558.00	7,000.00	7,000.00
Dues & Memberships	2,000.00	-	1,380.74	173.19	2,000.00	2,000.00
Office Supplies	2,000.00	-	717.52	11.94	2,000.00	2,000.00
Lab Supplies	20,000.00	5,000.00	11,708.33	3,083.37	20,000.00	20,000.00
Repair & Maint. Supplies	30,000.00	10,000.00	19,650.69	39,319.53	78,630.85	78,630.85

WATER FUND

Account Name	FY 26 BUDGET		FY 27 BUDGET			
	FY 26 Approved	FY 26 Recommended less FY25 Adopted=Difference	FY 25 EOY	FY 26 @ 12/31/25	FY 27 Department Request	FY 27 TM Recommended
Fuel/Oil	2,000.00	(1,000.00)	669.82	-	2,000.00	2,000.00
Vehicle & Equip Supplies	3,000.00	-	574.62	460.00	3,000.00	3,000.00
Uniforms	1,500.00	-	-	991.10	1,500.00	1,500.00
Chemicals	108,000.00	-	115,464.70	43,461.58	108,000.00	108,000.00
Equipment		(15,000.00)	6,534.35	-	0.00	-
Operational Totals	653,473.30	(55,446.51)	642,162.37	358,460.98	734,066.70	734,066.70

WATER MAINTENANCE DEPARTMENT						
Wages	132,369.94	(5,549.72)	113,378.31	37,751.06	131,050.71	131,050.71
PT Wages	3,529.57	2,738.40	143.53	23.93	3,564.36	3,564.36
Other Pay/Holiday	2,053.10	89.54	1,088.19	530.96	2,085.81	2,085.81
FICA	10,553.38	(208.21)	8,778.22	2,634.98	10,888.73	10,888.73
VRS	27,175.55	(1,490.29)	22,643.08	7,725.29	23,388.27	23,388.27
Health Insurance	28,161.00	231.00	22,146.54	8,360.58	30,132.00	30,132.00
Group Life Insurance	1,561.97	(65.48)	1,301.63	442.16	874.79	874.79
Long-Term Disability	97.10	44.16	-	49.92	97.10	97.10
Unemployment Insurance		-	-	-	0.00	-
Worker's Comp	5,376.92	(654.20)	3,749.00	-	6,900.88	6,900.88
Repair & Maint. Svcs		(1,000.00)	-	-	0.00	-
Professional Services		-	-	-	0.00	-
Miss Utility	800.00	-	503.70	369.25	800.00	800.00
Telecommunication		-	-	-	0.00	-
Motor Vehicle Insurance	1,367.14	205.09	1,162.05	-	1,500.00	1,500.00
Lease of Equipment	5,000.00	-	-	375.00	0.00	-
Travel-Mileage/Conference/Hotel	2,000.00	-	108.49	-	3,000.00	3,000.00
Dues & Memberships	200.00	-	-	-	200.00	200.00
Repair & Maint. Supplies	25,000.00	-	17,594.68	2,553.49	25,000.00	25,000.00
Fuel		-	-	-	0.00	-

WATER FUND

Account Name	FY 26 BUDGET		FY 27 BUDGET			
	FY 26 Approved	FY 26 Recommended less FY25 Adopted=Difference	FY 25 EOY	FY 26 @ 12/31/25	FY 27 Department Request	FY 27 TM Recommended
Vehicle/Power Equipment						
Supplies		-	-	-	0.00	-
Uniforms		-	-	-	0.00	-
Equipment/Vehicles		-	-	-	0.00	-
Maintenance Totals	245,245.67	(5,659.71)	192,597.42	60,816.62	239,482.65	239,482.65
Revenue Refunds		-	-	-		
WTP Improvements		-	422,306.34	3,044.01		
Sunset Waterline Replacement		(1,300,000.00)	613412.82	668,514.56	111,796.40	
Debt Payments						
60W W/L Principle	18,258.30	535.66	-	8,927.28	18,810.20	18,810.20
60W W/L Interest	10,785.62	(535.66)	11,321.28	5,594.68	10,233.78	10,233.78
Mainstreet W/L Principle	83,792.13	1,853.98	61,934.17	41,198.24	85,688.06	85,688.06
Mainstreet W/L Interest	39,159.55	(1,853.98)	61,017.51	20,277.60	37,263.62	37,263.62
Sterling Debt Refi Prin	109,311.69	3,591.42	9,911.29	54,655.89	113,025.10	113,025.10
Sterling Debt Refi Interest	17,891.54	(3,591.41)	23,344.97	9,402.79	14,178.14	14,178.14
Water Plant Upgrades Prin	95,099.78	(1,753.79)	161.48	46,740.52	97,299.65	97,299.65
Water Plant Upgrades Interest	79,748.40	1,753.79	81,898.54	40,683.57	77,550.53	77,550.53
Debt Reserve		-	-	-		
Capital Improvement Program		(250,000.00)	-	-		161,512.43
Debt Totals	454,047.01	(249,999.99)	249,589.24	227,480.57	454,049.08	615,561.51
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Water Fund Expense Totals	1,643,647.06	(1,500,511.89)	2,295,375.12	1,410,844.49	1,800,355.77	1,756,283.00

SEWER FUND

FY 26 BUDGET

FY 27 BUDGET

Account Name	FY 26 Approved	FY 26 Recommended less FY25 Adopted=Difference	FY 25 EOY	FY 26 @ 12/31/25	FY 27 Department Request	FY 27 TM Recommended
SEWER REVENUE			SEWER REVENUE			
Sewer In-Town Base Charges	408,714.71	17,769.49	389,170.86	230,712.12	517,716.38	517,716.38
Sewer OT Base Charges	124,433.56	27,173.11	112,728.01	55,079.65	115,378.68	115,378.68
Sewer In-Town Usage Charge	320,678.09	28,256.05	273,725.77	166,458.92	399,171.13	399,171.13
Sewer OT Usage Charges	101,102.27	21,933.68	91,026.38	44,442.25	93,745.18	93,745.18
Penalties	25,000.00	-	30,922.03	17,693.86	25,000.00	25,000.00
Dormant Acct Fee	5,010.30	(343.28)	4,855.54	1,985.01	4,305.90	4,305.90
Avalability Fee	1,000.00	1,000.00	922.58	-	1,000.00	1,000.00
SBC-Rut. Creek Operations	68,000.00	13,000.00	61,556.42	62,165.82	68,000.00	68,000.00
SBC Sewer Rehab	11,172.00	-	8,379.00	8,379.00	11,172.00	11,172.00
Reimbursement of Const. Cost		-	-			
Nutrient Credit	400.00	-	1,405.60	552.81	400.00	400.00
CARES Act Utility Forgiveness		-	-	-		
Transfer from Reserve		(582,655.53)	-	-		
Transfer from General Fund	218,976.28	218,976.28	-	216,469.73		207,973.67
USDA Grant Funds		-	107,529.62	-		
Revenue Totals	1,284,487.22	(254,890.19)	1,082,221.81	803,939.17	1,235,889.26	1,443,862.93
SEWER EXPENSES TOWN MANAGER			SEWER EXPENSES TOWN MANAGER			
Wages	41,053.95	4,348.30	36,705.70	19,160.80	37,930.72	37,930.72
PT Wages	5,717.50	264.11	5,096.23	2,847.55	5,958.62	5,958.62
FICA	3,578.02	352.85	3,350.72	1,763.44	3,357.53	3,357.53
VRS	9,865.26	1,044.89	9,721.15	5,573.49	7,639.25	7,639.25
Health Insurance	4,005.12	318.36	3,335.58	1,868.84	3,883.68	3,883.68
Group Life Insurance	484.44	51.31	430.06	226.07	242.76	242.76
STD/Long-Term Disability	216.76	22.95	177.76	101.64	200.27	200.27
Unemployment Insurance		-		-		
Contingency		-		-		

SEWER FUND

FY 26 BUDGET

FY 27 BUDGET

Account Name	FY 26 Approved	FY 26 Recommended less FY25 Adopted=Difference	FY 25 EOY	FY 26 @ 12/31/25	FY 27 Department Request	FY 27 TM Recommended
Town Manager Totals	64,921.06	6,402.78	58,817.20	31,541.83	59,212.84	59,212.84

FINANCE DEPARTMENT			FINANCE DEPARTMENT			
Wages	37,720.66	2,678.38	35,975.20	21,523.08	30,531.70	30,531.70
PT Wages	10,990.84	507.38	9,257.22	4,880.30	11,453.95	11,453.95
FICA	3,726.43	243.71	3,220.61	1,895.57	3,211.90	3,211.90
VRS	8,249.54	573.28	6,851.46	3,450.96	5,640.24	5,640.24
Health Insurance	6,758.64	122.47	5,457.48	1,398.73	5,519.52	5,519.52
Group Life Insurance	445.10	31.60	387.28	192.62	195.40	195.40
		-	66.77	46.23	161.21	161.21
Unemployment Insurance		-		-	0.00	-
Banking Service Charges		-		-	0.00	-
Service Contracts	3,500.00	-	3,208.34	3,368.75	4,100.00	10,100.00
Postage	4,500.00	500.00	4,092.27	2,169.55	4,500.00	4,500.00
Supplies	2,000.00	-	1,845.00	-	2,000.00	2,000.00
Finance Totals	77,891.22	4,656.83	70,361.63	38,925.79	67,313.92	73,313.92

SEWER OPERATIONAL DEPARTMENT			SEWER OPERATIONAL DEPARTMENT			
Wages	176,872.50	(25,762.39)	207,845.08	109,222.12	182,045.21	182,776.41
PT Wages		-	-	-		
Overtime Wages			2,875.73	-		
Other/Holiday	7,152.32	563.64	5,617.76	2,900.19	7,453.68	7,453.68
FICA	14,077.90	(1,927.70)	15,986.05	8,600.05	14,496.66	14,552.60
VRS	38,098.65	(5,206.27)	43,836.57	23,374.31	32,154.33	32,276.00
Health Insurance	31,290.00	(2,226.00)	33,434.02	18,729.38	33,480.00	33,480.00
Group Life Insurance	2,087.10	(303.99)	2,447.74	1,275.73	1,165.09	1,169.77
Long-Term Disability	269.54	12.48	235.73	259.50	280.90	280.90
Unemployment Insurance	24.00	24.00	24.00	-	26.40	26.40
Worker's Comp	3,396.67	(365.64)	3,762.31	-	3,494.86	3,505.53

SEWER FUND

FY 26 BUDGET

FY 27 BUDGET

Account Name	FY 26 Approved	FY 26 Recommended less FY25 Adopted=Difference	FY 25 EOY	FY 26 @ 12/31/25	FY 27 Department Request	FY 27 TM Recommended
Sludge & Trash Removal-Rut.Crk	10,000.00	5,000.00	45,548.73	3,126.80	10,000.00	10,000.00
Testing Services	53,655.29	-	38,311.90	24,777.30	58,215.00	58,215.00
Professional Svcs	3,000.00	-	3,000.00	1,250.00	3,000.00	3,000.00
Repair & Maint. Svcs-Rut Crk	25,000.00	6,334.00	5,002.00	23,851.53	30,000.00	30,000.00
Advertising	500.00	-	-	-	500.00	500.00
Electrical Svcs-Rut. Crk	66,000.00	13,000.00	74,460.77	33,852.94	75,000.00	75,000.00
Water, Sewer -Rut. Crk	10,644.56	3,244.56	11,588.21	15,499.74	27,214.47	27,214.47
Electrical Svcs-Pump Station	1,850.00	(520.00)	2,137.37	664.03	1,920.00	1,920.00
Water, Sewer-Pump Station	204.60	(15.40)	188.75	84.09	204.60	204.60
Postage	50.00	(200.00)	-	104.80	50.00	50.00
Telecommunications	5,976.00	180.00	8,119.61	4,837.50	8,573.64	8,573.64
Property Insurance	4,398.81	1,096.40	3,302.41	-	4,838.58	4,838.58
Motor Vehicle Insurance	415.38	62.31	353.07	-	456.92	456.92
Travel-Mileage/Hotel/Conference	3,000.00	-	200.00	-	3,000.00	3,000.00
Permits	4,000.00	-	6,784.04	4,523.00	4,000.00	4,000.00
Dues & Memberships	2,000.00	-	2,044.90	160.16	2,000.00	2,000.00
Office Supplies	2,000.00	-	833.00	11.94	2,000.00	2,000.00
Lab Supplies	10,000.00	1,765.00	7,175.29	2,384.92	12,000.00	12,000.00
Repair & Maint. Supplies-Rut. Crk	45,000.00	10,000.00	38,940.37	35,258.80	70,868.65	70,868.65
Fuel/Oil	3,000.00	-	2,638.66	1,059.32	3,000.00	3,000.00
Vehicle & Equip Supplies	3,000.00	-	212.93	30.00	3,000.00	3,000.00
Uniforms	2,000.00	-	-	991.10	2,000.00	2,000.00
Chemicals-Rut Crk	10,000.00	5,385.00	7,020.00	10,530.00	27,500.00	27,500.00
Vehicles	-	(15,000.00)	6,449.58	-	0.00	-
Treatment Totals	538,963.32	(4,860.00)	580,376.58	327,359.25	623,938.99	624,863.15

SEWER FUND

FY 26 BUDGET

FY 27 BUDGET

Account Name	FY 26 Approved	FY 26 Recommended less FY25 Adopted=Difference	FY 25 EOY	FY 26 @ 12/31/25	FY 27 Department Request	FY 27 TM Recommended
SEWER MAINTENANCE DEPARTMENT			SEWER MAINTENANCE DEPARTMENT			
Wages	132,369.94	(5,148.66)	113,378.31	37,751.06	131,050.71	131,050.71
PT Wages	3,529.57	2,738.40	1,098.41	530.96	3,564.36	3,564.36
Other Pay/Holiday	2,053.10	89.54	143.53	23.93	2,085.81	2,085.81
FICA	10,553.38	(177.53)	8,778.22	2,634.98	10,888.73	10,888.73
VRS	27,175.55	(1,393.91)	22,643.08	7,691.91	23,388.27	23,388.27
Health Insurance	28,161.00	(2,439.11)	23,084.42	8,360.58	30,132.00	30,132.00
Group Life Insurance	1,561.97	(60.75)	1,301.63	442.16	874.79	874.79
Long-Term Disability	97.10	97.10	-	50.94	97.10	97.10
Unemployment Insurance		-	-	-		
Worker's Comp		-	-	-		
Repair & Maint. Services		-	-	-	0.00	-
Professional Services		-	-	-	0.00	-
Telecommunication		-	-	-	0.00	-
Motor Vehicle Insurance	1,367.14	205.09	1,162.05	-	1,503.85	1,503.85
Lease of Equipment		(5,000.00)	-	-	0.00	-
Travel-Mileage/Conference/Hotel		-	-	-	0.00	-
Misc		-	-	-	0.00	-
Dues & Memberships		-	-	-	0.00	-
Repair & Maint. Supplies	10,000.00	-	8,153.20	12,461.60	20,000.00	20,000.00
Fuel		-	-	-	0.00	-
Vehicle/Power Equipment Supplies		-	-	-	0.00	-
Uniforms		-	-	-	0.00	-
Equipment/Vehicles		-	-	-	0.00	-
Maintenance Totals	216,868.75	(11,089.83)	179,742.85	69,948.12	223,585.62	223,585.62
Sliplining Project		-	284625	87,861.48		

SEWER FUND

FY 26 BUDGET

FY 27 BUDGET

Account Name	FY 26 Approved	FY 26 Recommended less FY25 Adopted=Difference	FY 25 EOY	FY 26 @ 12/31/25	FY 27 Department Request	FY 27 TM Recommended
WWTP Centrifuge		-	78572.88	-		
Debt Payments			Debt Payments			
Sterling Bank WWTP Refi Prin	232287.3404	7,631.77	(9,911.29)	116,143.65	240,178.33	240,178.33
Sterling Bank WWTP Refi Int	38019.5276	(7,631.74)	43,789.26	19,981.00	30,128.55	30,128.55
Sewer Rehab Principle	72094.24	983.95	18.78	35,849.34	73,091.80	73,091.80
Sewer Rehab Interest	43,441.76	(983.95)	44,425.71	21,918.66	42,444.19	42,444.19
Debt Reserve		-		-		
Capital Program		(250,000.00)		-		77,044.53
Debt Totals	385,842.87	(249,999.97)	78,322.46	193,892.65	385,842.87	462,887.40
Sewer Fund Expense Totals	1,284,487.22	(254,890.19)	1,330,818.60	749,529.12	1,359,894.24	1,443,862.93

GARBAGE FUND

FY 26 BUDGET

FY 27 BUDGET

Account Name	FY 26 Approved	FY 26 Recommended less FY25 Adopted=Difference	FY 25 EOY	FY 26 @ 12/31/25	FY 27 Department Request	FY 27 TM Recommended
GARBAGE REVENUE						
Garbage IT Charges	147,337.50	362.50	148,562.78	74,691.41	153,491.00	153,491.00
Garbage OT Charges	19,512.50	(1,300.00)	20,465.55	10,198.06	20,384.00	20,384.00
Penalties	5,000.00	-	4,732.26	2,819.23	5,000.00	5,000.00
Transfer from Garbage Reserve		-				
Transfer from Other Funds		-				1,312.22
Revenue Totals	\$ 171,850.00	\$ (937.50)	\$ 173,760.59	\$ 87,708.70	178,875.00	\$ 180,187.22

TOWN MANAGER						
Wages	1,282.94	(2,387.63)	3,670.48	1,916.04	1,307.96	1,307.96
PT Wages	-	-	356.49	-	-	-
FICA	98.14	(182.66)	323.46	154.59	100.06	100.06
VRS	308.29	(573.75)	972.08	557.31	263.42	263.42
Health Insurance	125.16	(243.52)	333.57	186.84	133.92	133.92
Group Life Insurance	15.14	(28.17)	43.10	22.57	8.37	8.37
STD/Long-Term Disability	6.77	(12.61)	17.60	10.08	6.91	6.91
Contingency	7,087.50	1,940.83	-	-	7,087.50	7,087.50
Town Manager Totals	\$ 8,923.94	\$ (1,487.51)	\$ 5,716.78	\$ 2,847.43	8,908.13	\$ 8,908.13

FINANCE DEPARTMENT						
Wages	1043.58	(760.86)	1,843.02	1,109.31	1,671.98	1,671.98
PT Wages	281.82	13.01	237.33	125.19	293.69	293.69
FICA	169.42	10.82	149.06	88.33	150.37	150.37
VRS	430.50	27.91	343.36	180.61	315.54	315.54
Health Insurance	375.48	6.80	297.08	62.11	330.42	330.42
Group Life Insurance	22.81	1.52	19.18	9.93	10.70	10.70
Hybrid Disability	5.08	0.23	3.79	3.01	5.63	5.63
Finance Totals	2,328.67	(700.59)	2,892.82	1,578.49	2,778.34	2,778.34

GARBAGE FUND

FY 26 BUDGET

FY 27 BUDGET

Account Name	FY 26 Approved	FY 26 Recommended less FY25 Adopted=Difference	FY 25 EOY	FY 26 @ 12/31/25	FY 27 Department Request	FY 27 TM Recommended
GARBAGE EXPENSES						
Collection In-Town	135,559.68	2,609.76	133,104.00	69,047.04	143,568.00	143,568.00
Collection Out of Town	20,824.80	(578.40)	18,531.18	9,097.92	20,736.00	20,736.00
Garbage Totals	\$ 156,384.48	\$ 2,031.36	\$ 151,635.18	\$ 78,144.96	164,304.00	\$ 164,304.00

GARBAGE MAINTENANCE DEPARTMENT						
Wages	2,941.55	(301.58)	2,519.29	838.72	2,912.24	2,912.24
PT Wages		-		-		
Other Pay/Holiday	45.62	1.99	3.18	0.52	46.35	46.35
FICA	228.52	(22.92)	193.20	57.54	235.91	235.91
VRS	334.54	(345.31)	503.22	170.86	311.05	311.05
Health Insurance	625.80	(111.55)	516.57	185.76	669.60	669.60
Group Life Insurance	34.71	(3.56)	29.08	9.84	19.44	19.44
Hybrid Disability	2.16	2.16		-	2.16	2.16
Maintenance Totals	4,212.90	(780.77)	\$ 3,764.54	\$ 1,263.24	4,196.75	4,196.75

Garbage Fund Expense Total	\$ 171,850.00	\$ (937.50)	\$ 164,009.32	\$ 83,834.12	180,187.22	\$ 180,187.22
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VIIC DEVELOPMENT AUT

FY 26 BUDGET

FY 267 BUDGET

Account Name	FY 26 Approved	FY 26 Recommended less FY25 Adopted=Difference	FY 25 EOY	FY 26 @ 12/31/25	FY 27 Department Request	FY 27 TM Recommended
IDA REVENUES						
Lease/Sale of Lots		-	-		-	
BP Recoupment Rev	64,795.16	(17.60)	64,795.16		64,795.16	64,795.16
Zoning Fees		-	-		-	-
Bond Issue	2,612.50	(1,277.50)	3,890.00	2,612.50	2,612.50	2,612.50
Home Owners Reimb	1,718.82	(204.18)	1,718.82		1,718.82	1,718.82
Transfer from Other Funds	4,349.58	4,349.58	4,349.58	4,349.58	2,740.65	2,740.65
Transfer from Fund Balance						90,815.85
Revenue Totals	73,476.06	2,850.30	74,753.56	6,962.08	71,867.13	162,682.98
IDA EXPENSES						
Wages					\$ 9,519.09	\$ 9,519.09
PT Wages	12,654.87	3,160.84	13,058.28	6,371.23	13,072.31	13,072.31
FICA	968.10	241.81	998.92	487.38	1,000.03	1,000.03
Worker's Comp	449.22	175.48	227.08	-	460.63	460.63
Repair & Maint. Svcs		-	-	-	-	-
Professional Services		-	-	-	-	-
Electrical Svcs	330.00	30.00	351.52	170.04	350.00	350.00
Dues & Membership	2,800.00	-	2,658.00	2,658.00	2,800.00	2,800.00
Transfer to IDA fund bal	56,273.87	(757.83)	-	-	-	-
SBC/GOVA Grant					5,000.00	5,000.00
Water Transfer					120,000.00	120,000.00
Tourism Cont.					20,000.00	20,000.00
Small Business Grant		-		-		
Capital expenses		-		-		
Expense Totals	73,476.06	2,850.30	17,293.80	9,686.65	162,682.98	162,682.98

TOWN OF AMHERST
CAPITAL IMPROVEMENT PROGRAM FY26-27

Project Description & Ranking	CIP Committee Evaluation	Planning Commission Ranking	Total Estimated Cost	2026-2027	2027-2028	2028-2029	2029-2030	2030-2031	Recommended Sources of Funds
Police									
Police Ford Interceptor	19		67,030.00	-		67,030.00			General Fund
Tasers-Reoccurring	21		40,318.30	40,318.30	5,000.00	5,000.00	5,000.00	5,000.00	General Fund
Toughbooks-Reoccurring	20		27,929.94				27,929.94		General Fund
Dash & Body Camera-New	21		90,000.00		90,000.00				General Fund
Plants									
Raw Influent Pumps (3)	21		58,638.30	19,546.10	19,546.10	19,546.10			Wastewater
WWTP Digester Blower/Motor (2)	15		50,009.94		25,004.97	25,004.97			Wastewater
WWTP Security Cameras-New	18		19,326.12					19,326.12	Wastewater
WTP Security Cameras-New	18		19,326.12					19,326.12	Water Fund
Waste Sludge Flow Meter, Influent Flow Meter, Effluent Sludge Flow Meter, Effluent Flow Meter	19		48,082.00	48,082.00					Wastewater and V
Plants Roof Repair	17		15,986.00	15,986.00					Wastewater
Tank and clearwell cleaning - interior	21		17,000.00		17,000.00				Water Fund
Cleaning Outside of Tanks	14		21,600.00					21,600.00	Water Fund
WW AC and Heat Repair	15		10,800.00					10,800.00	Wastewater
Maintenance									
Half Ton Pick-up	15		44,414.30	44,414.30					All Funds
Metal Structure	14		55,000.00		-	55,000.00			All Funds
Reseal Town Hall lot	15		8,000.00	8,000.00					All Funds
Pave Police lot	15		28,750.00	28,750.00					
Dog Park Road Maintenance	18		65,000.00			18,200.00	18,200.00	47,000.00	All Funds
Town Hall/Finance									
Park Master Plan	15		40,000.00	40,000.00					General Fund
Water Line Replacements									
Replace Author Court W/L			200,000.00		200,000.00				Grant and Water
Christian Springs Replacement			3,150,000.00			3,150,000.00			Grant and Water
Second Street Replacement			2,000,000.00				2,000,000.00		
Waugh's Ferry Road Replacement			3,000,000.00			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
Water Compliance									
Well Study and Three Wells	14		375,000.00				75,000.00	300,000.00	Grant and Water
Compliance With Water Withdrawal	15		120,000.00	120,000.00					Water Fund
			TOTAL	10,687,027.02	365,096.70	356,551.07	6,339,781.07	2,126,129.94	3,823,052.24

Town of Amherst Planning and Zoning
 Fees
 FY 26/27

Application Type	Application Fee
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

FY27 TOWN OF AMHERST VEHICLES

MAKE	MODEL	YEAR	VIN NUMBER	MILEAGE
POLICE				
Chevrolet	Tahoe (Car 103)	2023	6501	19,676
Ford	Interceptor (Car 102)	2021	6442	0
Chevrolet	Tahoe (Car 101)	2022	2110	30,904
Ford	Interceptor (Car 104)	2023	7767	12,016
Ford	Interceptor (Spare)	2017	7002	106,514
Ford	Interceptor (Car 106)	2021	6441	50,121
Chevy	Tahoe (Car 105)	2023	6466	0
MAINTENANCE				
Ford	SUV	2007	7723	107,411
Dodge	Pickup	2014	4675	92,462
Chevy	Pickup	2011	5012	96,425
Dodge	Work Truck	2013	7481	87,505
GMC	Dump Truck	2003	9981	51,409
Chevy	2500 Pick up	2023	8667	13,220
Dodge	Buddy	2012	9843	83,629
Honda	Accord	2024	4253	
UTILITIES				
Dodge	Water	2008	4271	121,221
Ford	Explorer-Moved from Police	2014	8654	126,951
Ford	Explorer-Moved from Police	2017	254	130,377

Undesignated Fund Balance and Contingency Calculation For FY27

Permanent Fund principal for the <u>General</u> Fund		GF Revenues	\$	2,039,141
(based on proposed FY27 Budget)		Administration Fee (covered in W & S Funds)		-
		Net GF Revenues	\$	2,039,141
Reserve per October 2010 policy	15%	Reserve per @		25%
GF target Permanent Fund principal	\$ 305,871.20	GF target Permanent Fund principal	\$	509,785.33 ←

Required contingency in the General Fund		GF Expenses	\$	2,039,141
(based on proposed FY26 Budget)		Reserve per October 2010 policy		3.0%
		GF Contingency	\$	61,174 ←

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

<u>Fund 501 WATER FUND</u>	<u>FY27 Budget</u>		
DEBT SERVICE	\$ 454,049	Debt	454,049
ALL OTHER EXPENSES	\$ 1,140,721	25%/Operation	\$ 285,180
Total		WF target Permanent Fund principal	\$ 739,229 ←

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

<u>Fund 502 SEWER FUND</u>	<u>FY27 Budget</u>		
DEBT SERVICE	\$ 385,843	Debt	385,843
ALL OTHER EXPENSES	\$ 980,976	25%/Operation	\$ 245,244
Total		SF target Permanent Fund principal	\$ 631,087 ←

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

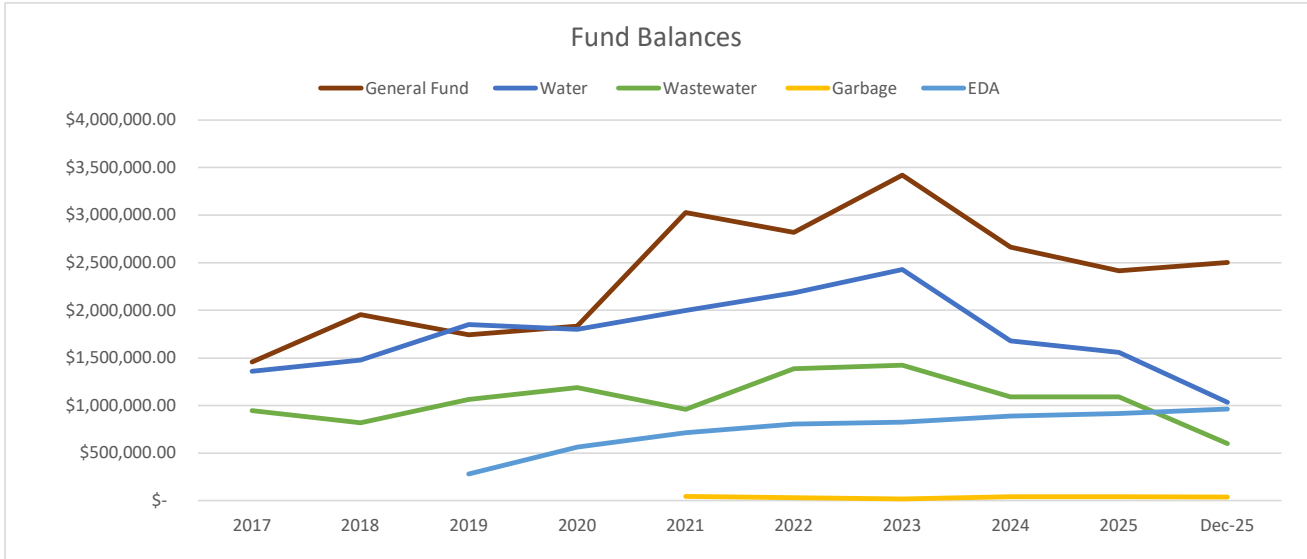
<u>Fund 514 GARBAGE FUND</u>	<u>FY27 Budget</u>		
ALL EXPENSES	180,187	25% operations	\$ 45,047
		Garb target Permanent Fund principal	\$ 45,047

Total of all undesignated fund balances \$ 1,925,148

General Fund Permanent Fund	\$	509,785
General Fund Contingency	\$	61,174
Water Fund Permanent Fund	\$	739,229
Sewer Fund Permanent Fund	\$	631,087
Garbage Fund Permanent Fund	\$	45,047

Fund Balances and Analysis of Reserves

Year	General Fund	Water	Wastewater	Garbage	EDA
2017	\$ 1,458,055.00	\$ 1,360,124.00	\$ 946,198.00		
2018	\$ 1,954,032.00	\$ 1,477,324.00	\$ 819,116.00		
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
2025	2,414,271.55	1,556,107.15	1,090,104.10	40,519.48	913,542.33
Dec-25	2,503,373.87	1,034,459.03	600,476.29	38,420.34	964,088.86



Losses:

TOWN OF AMHERST DEBT BALANCES & DEBT PAYMENTS

Description	Original Loan Amount	Outstanding Loan Balance at 12/31/25	Interest Rate	Maturity Date	Principal Payment FY27	Interest Payment FY27	Total Debt Payment FY27
Sterling Debt Refi	\$ 3,933,409.44	\$ 1,685,715.73	3.35%	6/30/2030	\$ 353,203.43	\$ 44,306.69	\$ 397,510.12
Mainstreet Water Line	\$ 2,368,672.03	1,761,255.21	2.25%	1/1/2047	\$ 85,688.06	\$ 37,263.62	\$ 122,951.68
60 W. Water Line	\$ 565,935.00	364,051.20	3.00%	7/1/2043	\$ 18,810.20	\$ 10,233.78	\$ 29,043.98
Sewer Sliplining Project	\$ 3,414,000.00	\$ 3,156,407.07	3.63%	2/10/2062	\$ 73,091.80	\$ 42,444.19	\$ 115,535.99
Water Treatment Plan Re	\$ 3,730,000.00	\$ 3,490,960.91	2.50%	7/1/2052	\$ 97,299.65	\$ 77,550.53	\$ 174,850.18

Outstanding Debt Balances							
	Sliplining	Sterling Refi	60 WL	Main St. WL	WTP Loan	Total	
FY 2025	3,120,668.86	1,828,048.64	364,051.20	\$ 1,761,255.21	\$ 3,537,701.43	\$ 7,491,056.48	
FY 2026	3,048,574.62	1,486,449.61	345,792.90	\$ 1,677,463.08	\$ 3,443,682.87	\$ 6,953,388.46	
FY 2027	2,975,482.81	1,233,244.99	326,982.73	\$ 1,591,775.02	\$ 3,347,489.44	\$ 6,499,492.18	
FY 2028	2,901,492.96	868,042.60	307,604.03	\$ 1,504,148.13	\$ 3,249,070.85	\$ 5,928,865.61	
FY 2029	2,826,365.98	389,981.55	287,639.61	\$ 1,414,538.55	\$ 3,148,375.60	\$ 5,240,535.31	
FY 2030	2,750,199.48	0	267,071.77	\$ 1,322,901.41	\$ 3,045,351.05	\$ 4,635,324.23	
FY 2031	2,672,979.06		245,882.27	\$ 1,229,190.84	\$ 2,939,943.30	\$ 4,415,016.41	
FY 2032	2,594,791.93		224,052.32	\$ 1,133,359.93	\$ 2,832,097.23	\$ 4,189,509.48	
FY 2033	2,515,421.14		212,891.14	\$ 1,084,634.39	\$ 2,721,756.46	\$ 4,019,281.99	

Town of Amherst Pay Plan July 1, 2026-June 30, 2027		Lowest Wage		22175.36 per year		Step Increase		0.02													
Step:		Hours/yr		2080		Grade Increase		0.06													
Grade:	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21
1	\$ 22,175.36	\$ 22,618.87	\$ 23,071.24	\$ 23,532.67	\$ 24,003.32	\$ 24,483.39	\$ 24,973.06	\$ 25,472.52	\$ 25,981.97	\$ 26,501.61	\$ 27,031.64	\$ 27,572.27	\$ 28,123.72	\$ 28,686.19	\$ 29,259.92	\$ 29,845.11	\$ 30,442.02	\$ 31,050.86	\$ 31,671.87	\$ 32,305.31	\$ 32,951.42
	\$ 10.66	\$ 10.87	\$ 11.09	\$ 11.31	\$ 11.54	\$ 11.77	\$ 12.01	\$ 12.25	\$ 12.49	\$ 12.74	\$ 13.00	\$ 13.26	\$ 13.52	\$ 13.79	\$ 14.07	\$ 14.35	\$ 14.64	\$ 14.93	\$ 15.23	\$ 15.53	\$ 15.84
2	\$ 23,505.88	\$ 23,976.00	\$ 24,455.52	\$ 24,944.63	\$ 25,443.52	\$ 25,952.39	\$ 26,471.44	\$ 27,000.87	\$ 27,540.89	\$ 28,091.70	\$ 28,653.54	\$ 29,226.61	\$ 29,811.14	\$ 30,407.36	\$ 31,015.51	\$ 31,635.82	\$ 32,268.54	\$ 32,913.91	\$ 33,571.19	\$ 34,243.63	\$ 34,928.50
	\$ 11.30	\$ 11.53	\$ 11.76	\$ 11.99	\$ 12.23	\$ 12.48	\$ 12.73	\$ 12.98	\$ 13.24	\$ 13.51	\$ 13.78	\$ 14.05	\$ 14.33	\$ 14.62	\$ 14.91	\$ 15.21	\$ 15.51	\$ 15.82	\$ 16.14	\$ 16.46	\$ 16.79
3	\$ 24,916.23	\$ 25,414.56	\$ 25,922.85	\$ 26,441.31	\$ 26,970.13	\$ 27,509.54	\$ 28,059.73	\$ 28,620.92	\$ 29,193.34	\$ 29,777.21	\$ 30,372.75	\$ 30,980.21	\$ 31,599.81	\$ 32,231.81	\$ 32,876.44	\$ 33,533.97	\$ 34,204.65	\$ 34,888.74	\$ 35,586.52	\$ 36,298.25	\$ 37,024.21
	\$ 11.98	\$ 12.22	\$ 12.46	\$ 12.71	\$ 12.97	\$ 13.23	\$ 13.49	\$ 13.76	\$ 14.04	\$ 14.32	\$ 14.60	\$ 14.89	\$ 15.19	\$ 15.50	\$ 15.81	\$ 16.12	\$ 16.44	\$ 16.77	\$ 17.11	\$ 17.45	\$ 17.80
4	\$ 26,411.21	\$ 26,939.43	\$ 27,478.23	\$ 28,027.79	\$ 28,588.34	\$ 29,160.11	\$ 29,743.31	\$ 30,338.18	\$ 30,944.94	\$ 31,563.84	\$ 32,195.12	\$ 32,839.02	\$ 33,495.80	\$ 34,165.71	\$ 34,849.03	\$ 35,546.01	\$ 36,256.93	\$ 36,982.07	\$ 37,721.71	\$ 38,476.14	\$ 39,245.67
	\$ 12.70	\$ 12.95	\$ 13.21	\$ 13.47	\$ 13.74	\$ 14.02	\$ 14.30	\$ 14.59	\$ 14.88	\$ 15.17	\$ 15.48	\$ 15.79	\$ 16.10	\$ 16.43	\$ 16.75	\$ 17.09	\$ 17.43	\$ 17.78	\$ 18.14	\$ 18.50	\$ 18.87
5	\$ 27,995.88	\$ 28,555.80	\$ 29,126.91	\$ 29,709.45	\$ 30,303.64	\$ 30,909.71	\$ 31,527.91	\$ 32,158.47	\$ 32,801.64	\$ 33,457.67	\$ 34,126.82	\$ 34,809.36	\$ 35,505.55	\$ 36,215.66	\$ 36,939.97	\$ 37,678.77	\$ 38,432.35	\$ 39,200.99	\$ 39,985.01	\$ 40,784.71	\$ 41,600.41
	\$ 13.46	\$ 13.73	\$ 14.00	\$ 14.28	\$ 14.57	\$ 14.86	\$ 15.16	\$ 15.46	\$ 15.77	\$ 16.09	\$ 16.41	\$ 16.74	\$ 17.07	\$ 17.41	\$ 17.76	\$ 18.11	\$ 18.48	\$ 18.85	\$ 19.22	\$ 19.61	\$ 20.00
6	\$ 29,675.63	\$ 30,269.15	\$ 30,874.53	\$ 31,492.02	\$ 32,121.86	\$ 32,764.30	\$ 33,419.58	\$ 34,087.98	\$ 34,769.73	\$ 35,465.13	\$ 36,174.43	\$ 36,897.92	\$ 37,635.88	\$ 38,388.60	\$ 39,156.37	\$ 39,939.50	\$ 40,738.29	\$ 41,553.05	\$ 42,384.11	\$ 43,231.80	\$ 44,096.43
	\$ 14.27	\$ 14.55	\$ 14.84	\$ 15.14	\$ 15.44	\$ 15.75	\$ 16.07	\$ 16.39	\$ 16.72	\$ 17.05	\$ 17.39	\$ 17.74	\$ 18.09	\$ 18.46	\$ 18.83	\$ 19.20	\$ 19.59	\$ 19.98	\$ 20.38	\$ 20.78	\$ 21.20
7	\$ 31,456.17	\$ 32,085.30	\$ 32,727.00	\$ 33,381.54	\$ 34,049.17	\$ 34,730.16	\$ 35,424.76	\$ 36,133.25	\$ 36,855.92	\$ 37,593.04	\$ 38,344.90	\$ 39,111.80	\$ 39,894.03	\$ 40,691.91	\$ 41,505.75	\$ 42,335.87	\$ 43,182.58	\$ 44,046.23	\$ 44,927.16	\$ 45,825.70	\$ 46,742.22
	\$ 15.12	\$ 15.43	\$ 15.73	\$ 16.05	\$ 16.37	\$ 16.70	\$ 17.03	\$ 17.37	\$ 17.72	\$ 18.07	\$ 18.44	\$ 18.80	\$ 19.18	\$ 19.56	\$ 19.95	\$ 20.35	\$ 20.76	\$ 21.18	\$ 21.60	\$ 22.03	\$ 22.47
8	\$ 33,343.54	\$ 34,010.41	\$ 34,690.62	\$ 35,384.43	\$ 36,092.12	\$ 36,813.96	\$ 37,550.24	\$ 38,301.25	\$ 39,067.27	\$ 39,848.62	\$ 40,645.59	\$ 41,458.50	\$ 42,287.67	\$ 43,133.43	\$ 43,996.10	\$ 44,876.02	\$ 45,773.54	\$ 46,689.01	\$ 47,622.79	\$ 48,576.24	\$ 49,546.75
	\$ 16.03	\$ 16.35	\$ 16.68	\$ 17.01	\$ 17.35	\$ 17.70	\$ 18.05	\$ 18.41	\$ 18.78	\$ 19.16	\$ 19.54	\$ 19.93	\$ 20.33	\$ 20.74	\$ 21.15	\$ 21.58	\$ 22.01	\$ 22.45	\$ 22.90	\$ 23.35	\$ 23.82
9	\$ 35,344.15	\$ 36,051.04	\$ 36,772.06	\$ 37,507.50	\$ 38,257.65	\$ 39,022.80	\$ 39,803.26	\$ 40,599.32	\$ 41,411.31	\$ 42,239.54	\$ 43,084.33	\$ 43,946.01	\$ 44,824.93	\$ 45,721.43	\$ 46,635.86	\$ 47,568.58	\$ 48,519.95	\$ 49,490.35	\$ 50,480.16	\$ 51,489.76	\$ 52,519.55
	\$ 16.99	\$ 17.33	\$ 17.68	\$ 18.03	\$ 18.39	\$ 18.76	\$ 19.14	\$ 19.52	\$ 19.91	\$ 20.31	\$ 20.71	\$ 21.13	\$ 21.55	\$ 21.98	\$ 22.42	\$ 22.87	\$ 23.33	\$ 23.79	\$ 24.27	\$ 24.75	\$ 25.25
10	\$ 37,464.80	\$ 38,214.10	\$ 38,978.38	\$ 39,757.95	\$ 40,553.11	\$ 41,364.17	\$ 42,191.45	\$ 43,035.28	\$ 43,895.99	\$ 44,773.91	\$ 45,669.39	\$ 46,582.77	\$ 47,514.43	\$ 48,464.72	\$ 49,434.01	\$ 50,422.87	\$ 51,431.15	\$ 52,459.77	\$ 53,508.97	\$ 54,579.14	\$ 55,670.73
	\$ 18.01	\$ 18.37	\$ 18.74	\$ 19.11	\$ 19.50	\$ 19.89	\$ 20.28	\$ 20.69	\$ 21.10	\$ 21.53	\$ 21.96	\$ 22.40	\$ 22.84	\$ 23.30	\$ 23.77	\$ 24.24	\$ 24.73	\$ 25.22	\$ 25.73	\$ 26.24	\$ 26.76
11	\$ 39,712.69	\$ 40,506.95	\$ 41,317.09	\$ 42,143.43	\$ 42,986.30	\$ 43,846.02	\$ 44,722.94	\$ 45,617.40	\$ 46,529.75	\$ 47,460.34	\$ 48,409.55	\$ 49,377.74	\$ 50,365.30	\$ 51,372.67	\$ 52,400.05	\$ 53,448.06	\$ 54,517.02	\$ 55,607.36	\$ 56,719.52	\$ 57,853.89	\$ 59,010.97
	\$ 19.09	\$ 19.47	\$ 19.86	\$ 20.26	\$ 20.67	\$ 21.08	\$ 21.50	\$ 21.93	\$ 22.37	\$ 22.82	\$ 23.27	\$ 23.74	\$ 24.21	\$ 24.70	\$ 25.19	\$ 25.70	\$ 26.21	\$ 26.73	\$ 27.27	\$ 27.81	\$ 28.37
12	\$ 42,095.45	\$ 42,937.36	\$ 43,796.11	\$ 44,672.03	\$ 45,565.47	\$ 46,476.78	\$ 47,406.32	\$ 48,354.44	\$ 49,321.53	\$ 50,307.96	\$ 51,314.12	\$ 52,340.41	\$ 53,387.21	\$ 54,454.96	\$ 55,544.06	\$ 56,654.94	\$ 57,788.04	\$ 58,943.80	\$ 60,122.67	\$ 61,325.13	\$ 62,551.53
	\$ 20.24	\$ 20.64	\$ 21.06	\$ 21.48	\$ 21.91	\$ 22.34	\$ 22.79	\$ 23.25	\$ 23.71	\$ 24.19	\$ 24.67	\$ 25.16	\$ 25.67	\$ 26.18	\$ 26.70	\$ 27.24	\$ 27.78	\$ 28.34	\$ 28.91	\$ 29.48	\$ 30.07
13	\$ 44,621.18	\$ 45,513.60	\$ 46,423.88	\$ 47,352.35	\$ 48,299.40	\$ 49,265.39	\$ 50,250.70	\$ 51,255.71	\$ 52,280.83	\$ 53,326.44	\$ 54,392.97	\$ 55,480.83	\$ 56,590.54	\$ 57,722.18	\$ 58,876.70	\$ 60,054.23	\$ 61,255.32	\$ 62,480.43	\$ 63,730.03	\$ 65,004.64	\$ 66,304.73
	\$ 21.45	\$ 21.88	\$ 22.32	\$ 22.77	\$ 23.22	\$ 23.69	\$ 24.16	\$ 24.64	\$ 25.14	\$ 25.64	\$ 26.15	\$ 26.67	\$ 27.21	\$ 27.75	\$ 28.31	\$ 28.87	\$ 29.45	\$ 30.04	\$ 30.64	\$ 31.25	\$ 31.88
14	\$ 47,298.45	\$ 48,244.42	\$ 49,209.31	\$ 50,193.50	\$ 51,197.37	\$ 52,221.31	\$ 53,265.74	\$ 54,331.05	\$ 55,417.68	\$ 56,526.03	\$ 57,656.55	\$ 58,809.68	\$ 59,985.87	\$ 61,185.59	\$ 62,409.30	\$ 63,657.49	\$ 64,930.64	\$ 66,229.25	\$ 67,553.84	\$ 68,904.91	\$ 70,283.01
	\$ 22.74	\$ 23.19	\$ 23.66	\$ 24.13	\$ 24.61	\$ 25.11	\$ 25.61	\$ 26.12	\$ 26.64	\$ 27.18	\$ 27.72	\$ 28.27	\$ 28.84	\$ 29.42	\$ 30.00	\$ 30.60	\$ 31.22	\$ 31.84	\$ 32.48	\$ 33.13	\$ 33.79
15	\$ 50,136.36	\$ 51,139.09	\$ 52,161.92	\$ 53,205.11	\$ 54,269.21	\$ 55,354.59	\$ 56,461.68	\$ 57,590.92	\$ 58,742.74	\$ 59,917.59	\$ 61,115.94	\$ 62,338.26	\$ 63,585.03	\$ 64,856.73	\$ 66,153.86	\$ 67,476.94	\$ 68,826.48	\$ 70,203.01	\$ 71,607.07	\$ 73,039.21	\$ 74,499.99
	\$ 24.10	\$ 24.59	\$ 25.08	\$ 25.58	\$ 26.09	\$ 26.61	\$ 27.15	\$ 27.69	\$ 28.24	\$ 28.81	\$ 29.38	\$ 29.97	\$ 30.57	\$ 31.18	\$ 31.80	\$ 32.44	\$ 33.09	\$ 33.75	\$ 34.43	\$ 35.12	\$ 35.82
16	\$ 53,144.54	\$ 54,207.43	\$ 55,291.58	\$ 56,397.41	\$ 57,525.36	\$ 58,675.87	\$ 59,849.38	\$ 61,046.37	\$ 62,267.30	\$ 63,512.65	\$ 64,782.90	\$ 66,078.56	\$ 67,400.13	\$ 68,748.13	\$ 70,123.09	\$ 71,525.55	\$ 72,956.07	\$ 74,415.19	\$ 75,903.49	\$ 77,421.56	\$ 78,969.99
	\$ 25.55	\$ 26.06	\$ 26.58	\$ 27.11	\$ 27.66	\$ 28.21	\$ 28.77	\$ 29.35	\$ 29.94	\$ 30.53	\$ 31.15	\$ 31.77	\$ 32.40	\$ 33.05	\$ 33.71	\$ 34.39	\$ 35.08	\$ 35.78	\$ 36.49	\$ 37.22	\$ 37.97
17	\$ 56,333.21	\$ 57,459.88	\$ 58,609.07	\$ 59,781.26	\$ 60,976.88	\$ 62,196.42	\$ 63,440.35	\$ 64,709.15	\$ 66,003.34	\$ 67,323.40	\$ 68,669.87	\$ 70,043.27	\$ 71,444.14	\$ 72,873.02	\$ 74,330.48	\$ 75,817.09	\$ 77,333.43	\$ 78,880.10	\$ 80,457.70	\$ 82,066.85	\$ 83,708.19
	\$ 27.08	\$ 27.62	\$ 28.18	\$ 28.74	\$ 29.32	\$ 29.90	\$ 30.50	\$ 31.11	\$ 31.73	\$ 32.37	\$ 33.01	\$ 33.67	\$ 34.35	\$ 35.04	\$ 35.74	\$ 36.45	\$ 37.18	\$ 37.92	\$ 38.68	\$ 39.46	\$ 40.24
18	\$ 59,713.21	\$ 60,907.47	\$ 62,125.62	\$ 63,368.13	\$ 64,635.49	\$ 65,928.20	\$ 67,246.77	\$ 68,591.70	\$ 69,963.54	\$ 71,362.81	\$ 72,790.06	\$ 74,245.87	\$ 75,730.78	\$ 77,245.40	\$ 78,790.31	\$ 80,366.11	\$ 81,973.44	\$ 83,612.90	\$ 85,285.16	\$ 86,990.87	\$ 88,730.68
	\$ 28.71	\$ 29.28	\$ 29.87	\$ 30.47	\$ 31.07	\$ 31.70	\$ 32.33	\$ 32.98	\$ 33.64	\$ 34.31	\$ 35.00	\$ 35.70	\$ 36.41	\$ 37.14	\$ 37.88	\$ 38.64	\$ 39.41	\$ 40.20	\$ 41.00	\$ 41.82	\$ 42.66
19	\$ 63,296.00	\$ 64,561.92	\$ 65,853.16	\$ 67,170.22	\$ 68,513.62	\$ 69,883.90	\$ 71,281.57	\$ 72,707.21	\$ 74,161.35	\$ 75,644.58	\$ 77,157.47	\$ 78,700.62	\$ 80,274.63	\$ 81,880.12	\$ 83,517.73	\$ 85,188.08	\$ 86,891.84	\$ 88,629.68	\$ 90,402.27	\$ 92,210.32	\$ 94,054.22
	\$ 30.43	\$ 31.04	\$ 31.66	\$ 32.29	\$ 32.94	\$ 33.60	\$ 34.27	\$ 34.96	\$ 35.65	\$ 36.37	\$ 37.09	\$ 37.84	\$ 38.59	\$ 39.37	\$ 40.15	\$ 40.96	\$ 41.77	\$ 42.61	\$ 43.46	\$ 44.33	\$ 45.22
20	\$ 67,093.76	\$ 68,435.63	\$ 69,804.35	\$ 71,200.43	\$ 72,624.44	\$ 74,076.93	\$ 75,558.47	\$ 77,069.64	\$ 78,611.03	\$ 80,183.25	\$ 81,786.92	\$ 83,422.66	\$ 85,091.11	\$ 86,792.93	\$ 88,528.79	\$ 90,299.36	\$ 92,105.35	\$ 93,947.46	\$ 95,826.41	\$ 97,742	



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: May 7, 2026
Re: Inoperable Vehicles

Following this memo is a proposal from Mr. Sundaramurthy for amendments related to inoperable vehicles, including revisions to portions of the Zoning Ordinance and repeal of 20-143 and 20-144 from the Traffic and Vehicles code.

Staff recommends that Council discuss the proposed amendments and provide direction regarding whether staff should prepare draft ordinance language for future consideration. Any proposed zoning text amendments would require referral to the Planning Commission for review, public hearing, and recommendation for Council action.

While staff supports the updates to the zoning provisions, staff does not recommend the complete repeal of the Chapter 20 provisions. The current structure provides the Town with multiple enforcement tools that serve different purposes and may be appropriate under different circumstances.

There are situations involving inoperable or abandoned vehicles that may not constitute zoning violations or may arise independently of a zoning action. In those cases, the Police Department may be the more appropriate enforcement authority. Additionally, law enforcement officers possess authority related to property access and enforcement that zoning staff do not have, which may be significant depending on the nature of the complaint or concern. Zoning enforcement, if criminal charges are removed, would only be fine based and would not compel removal.

In situations involving ongoing criminal activity, unsafe conditions, nuisance activity, public health concerns, or other significant impacts to neighboring properties, the tools available under Chapter 20 may provide a more effective response than zoning enforcement alone.

Additionally, the Police Chief has identified concerns related to inoperable vehicles located within the public right-of-way. The Town has recently experienced situations involving individuals sleeping in vehicles parked on public streets, including cases where the vehicles were

inoperable. Because both the zoning and existing vehicle provisions are structured to address this issue on private property, the Town has not been able to effectively address this issue.

Staff is seeking Council direction regarding whether it wishes staff to prepare ordinance amendments addressing these issues for future consideration.

Inoperable Vehicle Code Amendments

There are several inconsistencies between Chapters 20 and 24 of the Town Code when it comes to inoperable vehicles.

Section 20-143 makes it a crime (Class 4 Misdemeanor) to keep an inoperable vehicle on private property unless it's inside a fully enclosed building or otherwise screened from view. The only exception is for a dealer or scrap processor that is doing business "subsequent to" June 26, 1970.

Section 20-144 requires property owners to remove, within seven days, inoperable vehicles outside of a fully enclosed building (screening is not mentioned as an option). After seven days, the town can remove the vehicle, at owner's expense, and sell, dispose, or destroy it with 15-days' advance notice.

Section 24-820 makes it a zoning violation to keep an inoperable vehicle unless it's inside a fully enclosed building. There is an exception for one vehicle on less than two acres and two vehicles on greater than two acres, when screened. Once you hit the one/two limit, screening is no longer an option. Exceptions are given for businesses that are operating in accordance with the zoning ordinance, repair shops (60 days), and dealers and scrap processors doing business "as of" June 26, 1970.

What is proposed:

- Eliminate criminal liability for inoperable vehicles
- Limit the town's removal and destruction powers to unrepairable vehicles only
- Retain inoperable vehicles as a zoning violation, but have an exception for one or two vehicles, depending on lot size. Allow both screening and fully enclosed buildings as an option, without limitation.
- Add an exemption for impound lots
- Fix the dealers and scrap processors exemption so that it matches what the Code of Virginia says (doing business "on" June 26, 1970).

These changes will help the Town Code match what is already accepted in town today. There are dozens of properties in town with one inoperable vehicle in the driveway. Most of them have been there for years. I do not believe that these people should be classified as criminals, nor do I think that we should go after these people for zoning violations when they only have one. One lady I know in her 90's has held onto her old car because she's had it forever. Let's leave her and the many other residents in town with a single inoperable vehicle alone. If someone has more than one, give them the option of screening or an enclosed building. Why should it matter if we can't see it?

ARTICLE IV. - ABANDONED VEHICLES

Sec. 20-141. - Disposition of inoperable abandoned motor vehicles.

When in the opinion of the chief of police any motor vehicle, trailer, semitrailer, or part thereof which is inoperable and which by virtue of its condition cannot be feasibly restored to operable condition, such vehicle, trailer or semitrailer may be disposed of to a demolisher. The chief of police shall thereupon certify on behalf of the town to the division of motor vehicles that such motor vehicle, trailer or semitrailer has been found or abandoned on property located within the town and was determined before it was demolished that it was inoperable and could not be feasibly restored to operable condition. The chief of police shall further request reimbursement from the state for demolishing such inoperable vehicle.

(Code 2005, § 16-74)

Sec. 20-142. - Enforcement.

The chief of police is directed to enforce the provisions of Code of Virginia, title 46, ch. 12, art. 1 (Code of Virginia, § 46.2-1200 et seq.).

(Code 2005, § 16-75)

~~Sec. 20-143. - Inoperative motor vehicles on residential, commercial or agricultural property.~~

~~It shall be unlawful for any person, firm, or corporation to keep, except within a fully enclosed building or structure or otherwise shielded or screened from public view, any motor vehicle, trailer or semitrailer, as such is defined in Code of Virginia, § 46.2-100 et seq., or its successor statute, which is inoperative. As used in this section, the term "inoperative motor vehicle" means any motor vehicle which is not in operating condition; or which, for a period of 60 days or longer, has been partially or totally disassembled by the removal of tires and wheels, the engine or other essential parts required for the operation of the vehicle, or on which there are displayed neither valid license plates nor a valid inspection decal. The provisions of this section shall not apply to any licensed business which, subsequent to June 26, 1970, is regularly engaged in business as an automobile dealer, salvage dealer or scrap processor. Any violation of this section shall be a Class 4 misdemeanor with a fine of not more than \$100.00 for each offense.~~

~~(Code 2005, § 16-76; Ord. of 3-8-2023 (2))~~

~~State Law reference—Penalty for ordinance violations, Code of Virginia, § 15.2-1429; punishments for Class 1—4 misdemeanors, Code of Virginia, § 18.2-11.~~

~~Sec. 20-144. - Removal of inoperative motor vehicles:~~

~~The owner of any property in any zoning district within the town shall remove from its property any inoperative motor vehicles, trailers or semitrailers as defined in Code of Virginia, title 46.2 et seq., that are not kept within a fully enclosed building or structure. Any owner of property must remove any such vehicles, trailers or semitrailers within seven days after having received notice from the chief of police, the town manager or the town council. In the event that such vehicle, trailer or semitrailer is not removed within seven days of notice to remove the same, the town, through its agents or employees, may remove any such inoperative motor vehicle, trailer or semitrailer. In the event that the town removes any such inoperative motor vehicle, trailer or semitrailer after having given notice to remove the same, the town may sell, dispose, destroy or store such inoperative vehicle, trailer or semitrailer, as the town deems appropriate, after having given 15 days of advance notice to the owner. The cost of any such removal and disposal shall be chargeable to the owner of the vehicle and/or the owner of the premises upon which the inoperative vehicle, trailer or semitrailer was located, and may be collected when the taxes of the town are collected. The cost of removal and disposal as authorized by this section shall constitute a lien on the real estate from which the vehicle was removed and the lien shall continue until the payment of such costs have been made to the town.~~

~~(Code 2005, § 16-77; Ord. of 3-8-2023 (2))~~

ARTICLE XVI. - INOPERABLE VEHICLES

Sec. 24-820. - Keeping of inoperable vehicles.

(a) Definitions as used in this section:

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

(2) Inoperable vehicle means any vehicle:

a. Which is not in operating condition; or

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

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

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

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

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

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

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

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

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

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

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

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

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

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

(5) The inoperable vehicle is kept within a fully enclosed building or structure ~~or is otherwise shielded or screened from view~~.

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

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

Sec. 24-821. - Notice of violation.

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



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: Patricia Martin
Date: May 7, 2026
Re: FY26 Budget Amendment

As required by the Code of Virginia, localities are to hold a public hearing and adopt a budget amendment when the total budget is expected to exceed 1% of the originally adopted budget. This threshold has been surpassed due to the following items:

- 1. Purchase of Town pool car amounts: \$27,798.00**
- 2. Purchase of Land for public park: \$353,836.05**
- 3. Reimbursement from insurance claim from lightning strike damage in July 2025 at the Water Plant: \$18,425.85**
- 4. Reimbursement from insurance claim for second lightning strike in July 2025: \$7,882.21**
- 5. Revenue from recycled meters, appropriated to Maintenance for expenditure: \$9030.60**

All of these expenses have been approved and appropriated by Council at previous meetings, however, the budget amendment still needs to be completed as required by State Code. Staff recommends that the Council set a public hearing for the budget amendment for the June 10, 2026, meeting.

Please let me know if you have any questions.

Business Friendliness Ideas

1. Parking and Surfacing

Sec. 24-508. - Location of parking.

The off-street parking facilities required by this article shall be located on the same lot or parcel of land that they are intended to serve **or on an adjacent lot when shared with the use occupying an adjacent lot**. Where practical difficulties prevent such location or where the public safety or the public convenience would be better served by an alternate location, the **planning commission zoning administrator** may authorize the alternate or cooperative location as a part of a site plan approval. Any authorization shall be subject to the following:

- (1) An alternate location provides parking only for the use in question.
- (2) A cooperative location provides parking for two or more uses and shall have combined parking spaces equal to the sum required for the separate uses.
- (3) Such parking spaces shall be conveniently and safely accessible to pedestrians.
- (4) All such parking spaces shall be on property zoned properly for the use or uses which require the parking spaces.
- (5) The right to use such property for parking shall be established by deed, easement, lease or similar recorded covenant or agreement; shall be approved as to form and content by the town attorney; shall be recorded in the clerk's office of the circuit court of the county so as to ensure the availability of such spaces for a minimum time period of at least five years.
- (6) Should such off-street parking spaces become unavailable for use at some future time, an equal number of parking spaces shall be constructed and provided on either the primary site or by another off-site arrangement meeting the requirements of this chapter. Failure to provide or construct such replacement parking spaces within 90 days from the date on which the use of the previously available off-street spaces was terminated shall be a violation of this chapter.
- (7) For churches and other permanent buildings used for religious worship, alternate or cooperative parking agreements may be approved that do not provide exclusive parking rights, provided that such agreement provides adequate parking at appropriate times to meet the parking needs of the church or other permanent building used for religious worship.

(Zoning Ord. 2003, § 18.1-602.02)

Sec. 24-509. - Size of parking spaces.

- (a) Parallel spaces shall have minimum dimensions of eight feet by 22 feet.
- (b) All other parking spaces shall have minimum dimensions of nine feet by 18 feet, except as follows:
 - (1) Spaces in a parking garage shall have minimum dimensions of 8½ feet by 18 feet.
 - (2) The **planning commission zoning administrator**, as a part of the site plan review process, may approve spaces with minimum dimensions of 8½ feet by 18 feet for vehicle storage

Business Friendliness Ideas

1. Parking and Surfacing

lots for automobile dealers, overflow parking areas and other low turnover parking facilities.

- (c) Overhang over landscape areas shall not be counted toward the minimum dimensions stated above.

(Zoning Ord. 2003, § 18.1-602.03)

Sec. 24-511. - Surfacing.

(a) Parking spaces and driveways for single-family residential uses, including duplexes, two family homes and semi-detached dwellings ~~dwelling units developments not subject to special site plan review~~ shall be constructed of gravel, compacted stone, concrete, asphalt, ~~asphaltic surface treatment~~, brick or paving stones.

(b) Parking spaces and driveways for other developments than those listed in (a), ~~other than single family dwelling units developments subject to special site plan review~~ shall be constructed of concrete, asphalt, asphaltic surface treatment, permeable pavers, brick or paving stones.

(Zoning Ord. 2003, § 18.1-602.04.1)

Sec. 24-513. - Amount of off-street parking required.

The off-street parking required by this article shall be provided and maintained on the basis of the following table, except as otherwise provided in this article:

Outdoor sales and display	1 for each 500 5,000 square feet of open sales and display area
---------------------------	--

Sec. 24-515. - Parking requirements ~~in the central business district.~~ for historic buildings.

~~(a) Consistent with the purpose of this chapter, the town council and planning commission desire to preserve and enhance downtown Amherst. As such, the role of downtown Amherst, as a desired location for community activities and local businesses, will be encouraged.~~

~~(b)~~ To encourage the use of older buildings in the Town of Amherst ~~downtown area~~, no ~~additional~~ off-street parking will be required in the case of a change in use of a building that is more than 30 years old ~~where sufficient on street parking is available.~~ Sufficient shall be determined by at least two times the required amount of parking as defined by the code requirements ~~be within 500 feet of the use.~~ ~~and in the CBD Central Business District.~~ However, this relief shall not apply when calculating the parking required for any new building footprint.

(Zoning Ord. 2003, § 18.1-602.08)

Business Friendliness Ideas

2. Site Plans

DIVISION 2. - SITE PLAN REVIEW

Sec. 24-73. - Intent.

Site plan review is intended to ensure proper design in types of development which can have deleterious effects on their surroundings. These effects are subject to modification or reduction through the physical design of such development. Review of the design, therefore, is aimed at the greatest possible benefit to the community as a result of building and site design.

(Zoning Ord. 2003, § 18.1-1101)

Sec. 24-74. - Procedure for site plan review.

- (a) Whenever the owner or proprietor of any tract of land located within the town desires to develop any class of use listed in section 24-75, he shall submit a plan of the proposed development to the zoning administrator for processing.
- (b) The owner or his representative is encouraged to consult with the zoning administrator for advice and assistance on the development. The owner may submit sketch plans and data showing existing conditions within the site and in its vicinity and the proposed layout of the development. The zoning administrator shall return a copy of the submitted sketch plans to the developer with written comments indicating where the plans do not comply with the requirements set forth herein. Submission of said sketch plans and accompanying data shall not constitute the official filing of a proposed subdivision.
- (c) When the zoning administrator determines that an application involves development requiring site plan review, the zoning administrator shall notify the applicant that such review is required and shall require the documentation listed in this section. Any development meeting the criteria in section 24-75 shall be reviewed and be made subject to approval by the ~~planning commission~~ zoning administrator. The ~~planning commission~~ zoning administrator may approve, approve with conditions, or deny approval of a site plan.
- (d) Any person proposing a development that requires a site plan under section 24-75 shall submit to the zoning administrator six copies of a site plan showing the general design and layout of the development. The zoning administrator shall transmit copies of the site plan to VDOT, the health department, the erosion and sediment control officer, or any other relevant agency or department.
- (e) The site plan shall be reviewed in accordance with the procedures set forth in this section.
- (f) Within 45 days after submission of the site plan and accompanying documents to the zoning administrator, the ~~commission~~ zoning administrator shall approve, approve with conditions, or disapprove the site plan; the ~~commission~~ zoning administrator shall cause to have prepared two copies of a statement noting reasons for ~~commission~~ zoning administrator disapproval or conditional approval, if applicable, and shall return one

Business Friendliness Ideas

2. Site Plans

copy of statement and plat to the developer with notification in writing of the action of the ~~commission zoning administrator~~. One copy of said statement and preliminary plat shall be retained by the zoning administrator for comparison with future site plans, where applicable, submitted by the developer.

- (g) The approval for any site plan approved by the ~~planning commission zoning administrator~~ shall expire and be null and void 12 months after the ~~vote for~~ approval if construction has not begun.
- (h) The approval of site plans solely involving parcels of commercial real estate by the ~~planning commission zoning administrator~~ or other agent shall be governed by subsections (i) through (m) of this section. For the purposes of this section, the term "commercial" means all real property used for commercial or industrial uses.
- (i) The ~~planning commission zoning administrator~~ shall act on any proposed **commercial** site plan within 60 days after it has been officially submitted for approval by either approving or disapproving the plan in writing and giving with the latter specific reasons therefor. The ~~planning commission zoning administrator~~ or other agent shall not delay the official submission of any **commercial** site plan by requiring presubmission conferences, meetings, or reviews. The ~~commission zoning administrator~~ or agent shall thoroughly review the plan and shall in good faith identify, to the greatest extent practicable, all deficiencies, if any, with the initial submission. However, if approval of a feature or features of the plan by a state agency or public authority authorized by state law is necessary, the ~~commission zoning administrator~~ or agent shall forward the plan to the appropriate state agency for review within ten business days of receipt of such plat or plan. Specific reasons for disapproval shall be contained either in a separate document or on the plan itself. The reasons for disapproval shall identify deficiencies in the plan that caused the disapproval by reference to specific duly adopted ordinances, regulations, or policies and shall identify, to the greatest extent practicable, modifications or corrections that will permit approval of the plan.
- (j) In the review of a resubmitted **commercial** site plan that has been previously disapproved, the ~~planning commission zoning administrator~~ or other agent shall consider only deficiencies it had identified in its review of the initial submission of the plan that have not been corrected in such resubmission and any deficiencies that arise as a result of the corrections made to address deficiencies identified in the initial submission. In the review of the resubmission of a plan, the ~~planning commission zoning administrator~~ or other agent shall identify all deficiencies with the proposed plan that caused the disapproval by reference to specific duly adopted ordinances, regulations or policies and shall identify modifications or corrections that will permit approval of the plan. Upon the second resubmission of such disapproved plan, the local ~~planning commission zoning administrator~~ or other agent's review shall be limited solely to the previously identified deficiencies that caused its disapproval.
- (k) The local ~~planning commission zoning administrator~~ or other agent shall act on any **commercial** site plan that it has previously disapproved within 45 days after the plan has been modified, corrected and resubmitted for approval. The failure of the ~~planning commission zoning administrator~~ or other agent to approve or disapprove a

Business Friendliness Ideas

2. Site Plans

resubmitted plat or plan within the time periods required by this section shall cause the plan to be deemed approved.

- (l) Notwithstanding the approval or deemed approval of any **commercial** site plan, any deficiency in any proposed plat or plan that, if left uncorrected, would violate local, state or federal law, regulations, mandatory state department of transportation engineering and safety requirements, and other mandatory engineering and safety requirements, shall not be considered, treated or deemed as having been approved by the ~~planning commission~~ **zoning administrator** or other agent. Should any resubmission include a material revision of infrastructure or physical improvements from the earlier submission or if a material revision in the resubmission creates a new required review by the state department of transportation or by a state agency or public authority authorized by state law, then the ~~planning commission~~ **zoning administrator** or other agent's review shall not be limited to only the previously identified deficiencies identified in the prior submittals and may consider deficiencies initially appearing in the resubmission because of such material revision.
- (m) Upon receipt of the approvals from all state agencies and other agencies, the local agent shall act upon a plat within 35 days.

(Zoning Ord. 2003, § 18.1-1102)

State Law reference— Site plan approval, Code of Virginia, § 15.2-2259.

Sec. 24-75. - Developments subject to special site plan review.

The following types of development shall be subject to the site plan review provisions under section 24-76:

- (1) All commercial, industrial and institutional buildings that have 2,000 square feet or more in floor area, including buildings converted from any other use to commercial, industrial or institutional use.
- (2) All institutional facilities such as schools, hospitals and clubs.
- (3) All residential developments involving more than four dwelling units in one building or three on one lot.
- (4) Mobile home parks.
- (5) Special use applications involving more than 2,000 square feet of new building area.
- (6) Conditional zoning applications.
- (7) Townhouse development projects.
- (8) Any proposed building that has 2,000 square feet or less in floor area will require only an informational sketch for review.
- (9) Any use listed as specifically requiring a site plan.

(Zoning Ord. 2003, § 18.1-1103)

Business Friendliness Ideas

2. Site Plans

Sec. 24-76. - Documentation.

The following requirements shall govern documents submitted for site plan review:

- (1) Site plans shall be submitted at a scale of not less than one inch equals 100 feet.
- (2) Six clearly legible blue-line or black-line copies of the site plan shall be submitted. Additional copies may be required by the zoning administrator if deemed necessary by the zoning administrator.
- (3) The names and addresses of owner and developer and a scale and north arrow shall be included on all maps.
- (4) The following information shall be included on the map of existing conditions:
 - a. Names and addresses of owners of record of all adjacent properties;
 - b. Current zoning boundaries, including surrounding areas to a distance of 100 feet from the property in question;
 - c. Easements, rights-of-way, or other reservations affecting the property;
 - d. Topography;
 - e. Location of watercourses, marshes, rock outcroppings and wooded areas;
 - f. Location of buildings existing on the tract to be developed and on adjacent tracts within a distance of 100 feet, indicating whether existing buildings on the tract are to be retained, modified or removed; and
 - g. Location of existing water mains, culverts, drains, pipe sizes, grades and direction of flow.
- (5) The following information shall be included on the map of proposed development:
 - a. Stormwater management and erosion control measures as required by relevant law and regulations. Approval of the measures by the applicable regulatory agency shall not be required prior to the town's site plan review, but confirmation of drawings have been delivered to such agencies shall accompany the site plan;
 - b. Location and size of proposed buildings and uses thereof;
 - c. Proposed topography;
 - d. Proposed streets and other access and egress facilities (indicating curblines, sidewalk lines and public right-of-way lines); profiles and cross-sections of streets. Certification from VDOT that the site plan meets all appropriate VDOT criteria shall be included in the site plan application package;
 - e. Layout of off-street parking;
 - f. Location of proposed utility lines, indicating where they already exist and whether they will be underground;
 - g. Proposed water and sanitary sewer facilities, including pipe type, size, grades and design factors as appropriate. Certification from the town that a satisfactory plan to install the proposed new facilities has been provided shall accompany the site plan;

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2. Site Plans

- h. Proposed location, direction of, power, and time and use of outdoor lighting. Lighting facilities shall be provided and arranged so that light is directed downward and not horizontally or at adjacent properties with special care to as to not negatively impact residential areas;
 - i. Proposed planting, including all landscaping and screening, and indicating existing trees to be retained and areas to be left undisturbed;
 - j. Location, size and design of proposed signs;
 - k. Facilities for disposal of trash and other solid waste;
 - l. Elevations of buildings to be built or altered on site; and
 - m. Vicinity map at a scale no smaller than 600 feet to one inch, showing all streets and property within 1,000 feet of the property for which the application is made. All properties owned or controlled by the applicant in this area shall be identified.
- (6) The ~~planning commission~~ zoning administrator may require additional information for a special use to determine its eligibility under this chapter.

(Zoning Ord. 2003, § 18.1-1104)

Sec. 24-77. - General site plan review.

For those permitted uses not requiring special site plan review under section 24-75, two copies of an acceptable site plan and sketch reasonable information shown thereon shall be submitted to the zoning administrator along with the zoning certificate application. Such site plan shall include, as a minimum, the following: lot dimensions with property line monuments located thereon, location and size of existing and proposed structures; yard dimensions and the use of structures; easements (private and public); watercourses; fences; street names and street right-of-way lines; and such other information regarding abutting property as directly affects the application.

(Zoning Ord. 2003, § 18.1-1105)

Sec. 24-78. - Developments subject to a minor site plan review.

(a) The following types of development shall be subject to the site plan review provisions under section 24-77 for a minor site plan of this article:

- (1) A proposed revision to a site plan where an existing major site plan is on file;
- (2) All development requiring a commercial entrance permit from the Virginia Department of Transportation; and
- (3) Any new commercial development on a commercially zoned lot.

(b) The following requirements shall govern documents submitted for minor site plan review:

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2. Site Plans

- ~~(1) The scale shall be no less than one inch equals to 100 feet.~~ The zoning administrator or planning director may accept a scale which is sufficient to clearly show all required details on the plat;
- (2) Drawings may be submitted on paper size as small as 11" x 17" if all notes are clearly legible; and
- (3) The names and addresses of owner and developer, a scale and north arrow shall be included on all maps.

(c) The following information shall be included on the map of existing conditions:

- ~~(1)~~ (1) Names and addresses of owners of record of all adjacent properties and tax map numbers;
- ~~(2)~~ (2) Current zoning boundaries, including surrounding to a distance of 300 feet;
- ~~(3)~~ (3) Easements, rights-of-way, or other reservations affecting the property;
- ~~(4) Topography and flood plain elevation, if applicable;~~
- ~~(5) Location of watercourses, marshes, rock out-cropping and wooded areas;~~
- ~~(6) Location of buildings existing on the tract to be developed indicating whether existing buildings on the tract are to be retained, modified or removed;~~
- (4) (4) Location of existing water mains, culverts, drains, pipe sizes, grades and direction of flow; and
- ~~(8) The location of mapped dam break inundation zones and their impact on the development.~~

~~(b) The following information shall be included on the map of proposed development:~~

- ~~(1) Signature blocks for the zoning administrator, or his/her designee, Virginia Department of Transportation, and the Health Department, when applicable;~~
- ~~(2)~~ (5) Location and size of proposed buildings and uses thereof;
- ~~(3)~~ (6) Proposed streets and other ingress and egress facilities (indicating curb lines, sidewalk lines and public right-of-way lines); meeting the Minimum Standards of Entrances to the State Highways;
- ~~(4) Layout of off-street parking;~~
- ~~(5)~~ (7) Location of proposed utility lines, indicating where they already exist and whether they will be underground;
- ~~(6)~~ (8) Proposed planting, including all landscaping and screening and indicating existing trees to be retained and areas to be left undisturbed;
- ~~(7) Facilities for disposal of trash and other solid waste;~~
- ~~(8) Elevations of buildings to be built or altered on-site; and~~
- ~~(9) All private waste disposal systems including their reserve areas.~~

~~(Ord. No. 240410B, 4-10-2024)~~

[Note: There are numerous other references to "Planning Commission" in the code that will need to be changed to "Zoning Administrator" if changing the approval level for site plans.]

Business Friendliness Ideas
3. Definitions and Classification of Districts

Sec. 24-2. - Definitions and rules of construction.

Abutting means a lot or parcel of land that shares a common boundary with another lot or parcel of land.

Adjacent means a lot or parcel of land that is next to, but not necessarily abutting, another lot or parcel. This includes lots or parcels that may be separated by a street or alley.

Adjoining means an abutting lot or parcel of land.

Outdoor display means the outdoor ~~outdoor~~ display of goods or equipment for sale or rent outside of a business. ~~Where goods are typically those that are outdoor in nature, such as automobiles, trailers farm equipment, outdoor display is permitted without limitation as governed by the zoning district. Where the goods are typically inside, a small display of goods may be outside of the building, limited to no more than 20 square feet of area so long as the display is not in any required area, such as parking, setbacks, public rights of way.~~ outside of a legally permitted and licensed business. Items cannot impede any required space or right of way. The amount of display cannot exceed 5% of the square footage of the indoor business space.

Outdoor *storage* means ~~the outdoor storage of raw materials, goods or equipment that is not currently on display for sale or rent, as allowed in the applicable zoning district, shall be screened from public right of way or adjacent uses.~~ No outdoor storage of goods and equipment is permitted in residentially zoned areas. Outdoor storage cannot be an independent use and must be associated with a business on the same parcel. ~~Screening shall be accomplished as outlined in section 24-695 of the zoning ordinance.~~

Sec. 24-199. - Classification of districts.

For the purpose of this chapter, the A-1 Agricultural District is classified as an agricultural district. The R-1 Limited Residential District, the R-2 General Residential District, ~~T-1 Transitional Use Zone District~~, R-3 High-Density Residential District and R-4 Manufactured Home District are classified as residential districts. The ~~T-1 Transitional Use Zone District~~, B-1 Light Commercial District, CBD Central Business District and B-2 General Commercial District are classified as ~~mixed use business~~ districts. The E-1 Business Park District and M-1 Industrial District are classified as industrial districts.

(Zoning Ord. 2003, § 18.1-506)

Sec. 24-467. - Minimum yard requirements.

(a) Within the district herein defined, the following minimum yard requirements shall apply:

	Front Yard Setback	Corner Lot	Other Lots	Rear Yard Setback
A-1 Agricultural	50'	15'	15'	25'
R-1 Limited Residential	60'	20'	15'	35'
R-2 General Residential	50'	15'	10'	35'
T-1 Transitional Use Zone	50'	(b)	(b)	35'
R-3 High Density Res.	30'	15'	15'	35'
R-4 Manufactured Home	30'	15'	15'	35'
B-1 Light Commercial	50'	(c)	(c)	(c)
CBD Central Business District	None	(c)	(c)	(c)
B-2 General Commercial	50' None 25'	(c)	(c)	(c)
E-1 Business Park	50'	(c)	(c)	(c)
M-1 Industrial	50'	(c)	(c)	(c)

(b) The minimum side yard shall be 15 feet on corner lots and ten feet on other lots, except that no building or structure shall be erected within 25 feet of a residentially zoned lot.

(c) No minimum requirement except that no building or structure shall be erected within 25 feet of a residentially zoned lot.

(d) The front yard setback requirement for any lot in the A-1 Agricultural District, R-1 Limited Residential District, R-2 General Residential District, R-3 High-Density Residential District, or R-4 Manufactured Home District shall be reduced when 50 percent or more of the building lots on the same side of the street within the same block are improved with buildings, and no building on that same side of the street within the same block shall be required to have a front yard setback greater than the average front yard setback of the existing buildings on the same side of the street. However, when there are buildings on the lots on both sides of the lot, the required front yard setback for that lot shall not be greater than the average of the front yard setbacks of the buildings on such adjacent lots. The sideline of a building on a corner lot shall not be a factor in these calculations. For the purposes of this section, the term "block" shall be defined as the area between the next adjacent street intersection or 500 feet of the lot in question, whichever is less, on both sides of the lot in question. A property owner shall be responsible for providing the appropriate documentation to support the reduction in front yard setback requirement prior to issuance of a zoning certificate.

(Zoning Ord. 2003, § 18.1-80)