



**BOOK 40
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**AMHERST COUNTY
BOARD OF SUPERVISORS**

Board of Supervisors

Tom Martin, Chair
District 1
Chris Adams, Vice-Chair
District 3
David W. Pugh, Jr., Supervisor
District 4
Frank Campbell, Supervisor
District 5
Claudia D. Tucker, Supervisor
District 2

MINUTES

February 17, 2026

Meeting Convened - 5:00 PM

County Administrator
Jeremy Bryant

County Attorney
Mark Popovich

I. Call to Order

At a budget meeting of the Amherst County Board of Supervisors held on February 17, 2026, at 5:00 p.m., the following members were present:

BOARD OF SUPERVISORS:

Tom Martin, Chair
Chris Adams, Vice-Chair
David W. Pugh, Jr., Supervisor
Frank Campbell, Supervisor
Claudia D. Tucker, Supervisor

ABSENT: None

STAFF:

Jeremy S. Bryant, County Administrator
Kristen Freeman, Clerk

Chair Martin called the meeting to order at 5:00 p.m.

NOTE: All Board of Supervisors' meetings are now being streamed live on Facebook and on YouTube.

II. Approval of Agenda

By motion of Vice-Chair Adams and with the following vote, the Board approved the agenda.

AYE: Mr. Martin, Mr. Adams, Mr. Pugh, Mr. Campbell, and Mrs. Tucker

NAY: None

ABSENT: None

III. Invocation and Pledge of Allegiance

IV. Discussion

A. Current Budget Overview

Tracie Morgan, Finance Director, gave the Board a presentation on the current budget overview and the Department and CIP requests. (See attachment 1)

The Board asked Caitlin Jack, HR Director, to document employee complaints with the current insurance provider, TLC, for them to review.

The Board asked for information regarding overall ridership with GLTC.

B. Department Requests and CIP

The Board received printed copies of the presentation on CIP & Outside Agencies. (See attachment 2)

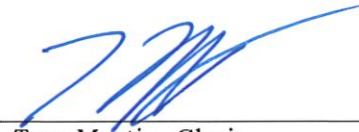
V. Adjournment

By motion of Supervisor Campbell and with the following vote, the Board adjourned at 6:30 pm.

AYE: Mr. Martin, Mr. Adams, Mr. Pugh, Mr. Campbell, and Mrs. Tucker

NAY: None

ABSENT: None



Tom Martin, Chair
Amherst County Board of Supervisors



Jeremy Bryant, County Administrator



Attachment 1

AMHERST COUNTY 2027 BUDGET REPORT

**PRESENTED BY:
TRACIE MORGAN, DIRECTOR OF FINANCE**

EXPENSE HIGHLIGHTS

Total FY27 Expense Request - \$72,959,145

- CIP Totals - \$4,183,822
- Number of Position Requests - 33
 - Personnel Cost of Requests - \$2,841,783.25
 - Equipment costs if personnel approved - \$449,597.00
- **\$500,000 Contingency Budget**
- **\$5,350,000 in Debt Service Expense**
 - Includes \$500,00 for proposed Fire & EMS building at Amelon Commerce Center

• Cost Estimates for COLA's by Varied Percentages

3% Raise	\$549,854.40
2.5% Raise	\$362,544.65
2% Raise	\$270,902.25

CPI FOR ALL ITEMS - 2.7%



EXPENSE HIGHLIGHTS CONT.

Other Large Items:

- **School - Additional \$1.6 Million**
- **CSA - Additional \$225,000.00** (based on estimated expenses)
- **Landfill - Additional \$119,311.00** (based on requested budget vs. revenues)
- **Regional Jail - Additional \$179,293.00**
- **GLTC - Additional \$18,235.00**

Departments with Largest Increases:

EMS - \$2.3 Million

Sheriff - \$1.5 Million

Information Technology - \$731,827.00

Public Safety - \$511,545.00

Grounds Maintenance - \$316,954.00

Planning - \$252,994.00

Building Maintenance - \$234,833.00

Building Inspection - \$225,000.00

Registrar - \$150,000.00

Victim Witness - \$53,826.00



HEALTH INSURANCE OVERVIEW

- **Health Insurance Increase - 14.4%**
 - Increase costs - \$425,523.40
 - Increase due to large drug/pharmaceutical claims
- **Other Insurance Options**
 - Self-Insurance:
 - \$1 Million in reserves to pay for immediate claims
 - Additional costs for administration of plan
 - Cigna, Sentara, Aetna, ect.
 - 30% increase with these carriers
- **Items to Consider in Leaving TLC**
 - Termination fee
 - Not allowed to reconsider TLC for 3 years after leaving



CAPITAL ITEM SUMMARY

Project Number			FY 26-27	FY 27-28	FY 28-29	FY 29-30	FY 30-31	Beyond 2031	Total
10	1	EMS Equipment Replacement	\$ 194,689	\$ 194,689	\$ 194,689	\$ 194,689	\$ 194,689		\$ 973,445
26	2	Update Website (Platform out of business)	\$ 60,000						\$ 60,000
12	3	Comprehensive Plan Update	\$ 275,000						\$ 275,000
28		PS Devices-Cradle Points-Antennas	\$ 245,000						\$ 245,000
6		Grounds - Trucks Replacement	\$ 120,000	\$ 120,000					\$ 240,000
21		Goodwin Building (Treas) HVAC	\$ 300,000						\$ 300,000
24		Fire Supression for Co. IT room & PS room	\$ 150,000						\$ 150,000
		Victoria Drive-Revenue Share	\$ 261,682						\$ 261,682
16		Learning Lane	\$ 55,000						\$ 55,000
20		Monroe Building Overhall	\$ 500,000						\$ 500,000
27		IT Disaster Plan	\$ 55,000						\$ 55,000
15		Administration Parking Lot	\$ 198,000						\$ 198,000
8		Fuel Trailer	\$ 90,000						\$ 90,000
11		Replacement Roll Off Truck	\$ 265,000	\$ 280,000					\$ 545,000
17		Courthouse Security Updates	\$ 37,000						\$ 37,000
9		Garage - Fire Training Facility	\$ 72,701						\$ 72,701
5		Sara Lu Christian Trail	\$ 50,000						\$ 50,000
13		Administration Building Updates	\$ 89,250						\$ 89,250
18		Utility Body	\$ 20,000						\$ 20,000
22		Future Kilgore Park	\$ 100,000						\$ 100,000
19		Amherst Library Paint	\$ 95,000						\$ 95,000
1		Library - Quiet Rooms Amherst	\$ 50,000						\$ 50,000
14		Health Department Renovation	\$ 622,500						\$ 622,500
25		GIS Strategic Plan	\$ 50,000						\$ 50,000
3		Monroe Ballfield Fence	\$ 28,000						\$ 28,000
2		Library - Quiet Rooms Madison Heights		\$ 50,000					\$ 50,000
									\$ -
		Total Capital Cost Est.	\$ 3,983,822	\$ 644,689	\$ 194,689	\$ 194,689	\$ 194,689	\$ -	\$ 5,212,578
		Total Operating Impact Est		\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000		\$ 160,000
		Total Expenditure	\$ 3,983,822	\$ 684,689	\$ 234,689	\$ 234,689	\$ 234,689	\$ -	\$ 5,372,578

POSITION REQUEST SUMMARY

DEPARTMENT	POSITION	SALARY & BENEFITS	OTHER EQUIPMENT	DEPARTMENT	POSITION	SALARY & BENEFITS	OTHER EQUIPMENT
FINANCE	PT TEMPORARY	\$32,295.00		COMMUNITY DEVELOPMENT - MAINTENANCE	MAINTENANCE TECH	\$80,565.80	\$110,000.00
INFORMATION TECHNOLOGY	PUBLIC SAFETY IT SPECIALIST	\$125,958.72	\$10,000.00	COMMUNITY DEVELOPMENT	REVIEWER	\$108,767.00	
INFORMATION TECHNOLOGY	GIS ANALYST	\$125,958.72	\$10,000.00	COMMUNITY DEVELOPMENT	CODE ENFORCEMENT	\$89,119.32	\$31,000.00
INFORMATION TECHNOLOGY	APPLICATION SPECIALIST	\$119,818.82	\$10,000.00	PUBLIC SAFETY EMS	MEDIC UNIT (12)	\$1,074,658.32	\$101,000.00
CIRCUIT COURT	RECORD ROOM CLERK	\$70,669.62		PUBLIC SAFETY EMS	FIRE DEPARTMENT (4)	\$377,008.88	\$25,597.00
PUBLIC WORKS GROUNDS MAINTENANCE	GROUND'S TECH (2)	\$131,817.26	\$152,000.00	PUBLIC SAFETY DISPATCH	ASSISTANT COMMUNICATIONS MANAGER	\$103,543.59	
PUBLIC WORKS MAINTENANCE	MAINTENANCE MECHANIC	\$83,175.00		PUBLIC SAFETY DISPATCH	DISPATCHERS (2)	\$141,027.32	
DSS	FAMILY SERVICE SPECIALIST	\$81,332.06		TOURISM	TOURISM SPECIALIST	\$21,530.00	
DSS	BENEFITS SERVICE SPECIALIST	\$96,067.82		TOTALS		\$2,863,313.25	\$449,597.00

OPTIONAL OUTSIDE AGENCY REQUESTS

		Prior Years		FY 2026		FY 2027 Budget	
	Expenditure	Expenditure	Expenditure	Amended	Actual On	Department	County Admin
	FY/2023	FY/2024	FY/2025	Budget	12/10/2025	Request	Recommends
OUTSIDE AGENCIES							
AMHERST ATHLETIC ASSOC			\$ 5,000	\$ 2,500	\$ 2,500	\$ 5,000	\$ 5,000
AMHERST DIXIE GIRLS SOFTBALL		-	5,000	2,500	2,500	30,000	5,000
ARC OF VIRGINIA			4,000	3,000	3,000	8,000	3,000
CASA OF VIRGINIA	4,690	4,690	690	4,690	4,690	4,690	4,690
CENT VA. ALLIANCE FOR COMM LIVING	6,740	6,740	6,740	6,740	6,740	6,740	6,740
MADISON HEIGHTS BASEBAL			5,000	2,500	2,500	5,000	5,000
MADISON HEIGHTS FOOTBALL						5,000	5,000
MONACAN INDIAN NATION				-	-	30,000	5,000
NEIGHBORS HELPING NEIGHBORS	5,000	5,000	5,000	5,000	5,000	5,000	5,000
ROBERT E. LEE SOIL	10,000	10,000	10,000	10,000	10,000	10,000	10,000
SMALL BUSINESS CENTER	6,000	6,000	6,000	6,000		6,500	6,000
YWCA	3,395	3,395	3,395	3,395	3,395	3,395	3,395
SERCAP						5,000	-
LEGAL AID SOCIETY	5,200	5,200	5,200	5,200	5,200	5,200	5,200
TOTAL DEPARTMENT	\$ 41,025	\$ 41,025	\$ 56,025	\$ 51,525	\$ 45,525	\$ 129,525	\$ 69,025

REVENUE HIGHLIGHTS

Current Recommended Revenues: \$57,746,399 (based on equalization rate)

Current Tax Rate: \$0.61

Current Cost of a Penny (after reassessment): **\$405,937.00**

Equalization Rate: \$0.39

Rate Needed to Fully Fund ALL Requests: \$0.765

(NOT RECOMMENDED)



ANALYSIS OF RATE INCREASE

Average Home Value PRIOR to Reassessment - \$180,000.00

- **Yearly tax bill at \$0.61 = \$1,128.50**

Average Home Value AFTER the Reassessment - \$296,000.00

- **Yearly tax bill if rate is approved at \$0.55 = \$1,628.00**
- **Increase of \$499.50/annually**
 - **\$41.63 monthly**



OTHER REVENUE RATES

Personal Property Rate: \$3.45 per \$100 of assessed value

Machinery & Tools: \$2.00 per \$100 of assessed value

Mobile Homes: \$0.61 per \$100 of assessed value

Business Equipment: \$3.45 per \$100 of assessed value

Lodging Tax: 5% of gross receipts



REVENUE SUMMARY

	Revenue FY/2023	Revenue FY/2024	Revenue Budget FY/2025	Revenue Actual FY/2025	Revenue Budget FY/2026	Revenue 2026 12/31/2025	Proposed 2027	FY27 Proposed- FY26 Adopted
REAL PROPERTY TAXES	14,616,263.00	15,447,576.65	15,595,000.00	15,339,411.00	15,820,000.00	8,265,466.00	15,910,000.00	90,000.0
PUBLIC SERVICE TAX TOTAL	801,537.00	774,755.17	775,000.00	850,400.00	860,000.00	949,979.00	850,000.00	(10,000.0)
PERSONAL PROPERTY TAX TOTAL	8,862,360.00	8,382,781.62	11,315,000.00	10,070,924.00	10,771,000.00	8,729,391.00	10,516,000.00	(255,000.0)
MOBILE HOME TAX TOTAL	95,611.00	97,027.77	90,000.00	102,271.00	105,000.00	80,306.00	100,000.00	(5,000.0)
MACHINERY & TOOL TAX TOTAL	2,263,307.00	2,294,925.12	2,280,000.00	2,454,559.00	2,450,000.00	2,500,938.00	2,500,000.00	50,000.0
PENALTIES AND INTEREST	469,030.00	523,100.24	500,000.00	556,699.00	510,000.00	239,692.32	500,000.00	(10,000.0)
LOCAL SALES & USE TAXES	4,324,438.00	4,601,539.68	4,700,000.00	4,559,578.00	5,130,000.00	2,285,869.00	4,600,000.00	(530,000.0)
OTHER LOCAL TAXES	6,064,138.00	6,581,717.32	6,652,000.00	6,902,249.00	7,364,282.00	3,140,113.46	6,906,000.00	(458,282.0)
PERMITS/FEES/LICENSE/FINES	363,030.00	479,843.92	238,450.00	636,100.00	250,000.00	321,386.79	395,550.00	145,550.0
REVENUE FROM USE OF PROPERTY/DEPOSITS	598,699.00	1,360,241.85	914,438.00	1,181,708.00	950,000.00	379,277.10	814,878.00	(135,122.0)
FEES FOR SERVICE/MISC	1,935,658.00	2,081,162.48	2,134,100.00	3,164,521.00	2,298,709.00	1,321,004.60	2,586,489.00	287,780.0
RECOVERED COSTS/REIMBURSEMENTS	250,944.00	122,278.84	227,990.00	70,190.00	207,990.00	47,459.94	197,290.00	(10,700.0)
STATE FUNDING	7,140,015.00	7,518,198.13	7,747,729.00	7,924,766.79	8,821,228.00	4,935,531.85	8,317,332.00	(503,896.0)
FEDERAL FUNDING	2,288,321.00	2,428,415.69	2,600,000.00	2,564,152.64	2,600,000.00	1,591,549.26	2,650,000.00	50,000.0
NON REVENUE RECEIPTS	17,711.00	33,443.84	-	221,145.00	-	127,262.66	-	-
USE OF FUNDING SOURCES	-	-	960,885.00	-	782,622.00	-	391,310.00	(391,312.0)
TRANSFER TO GENERAL FUND	434,041.00	112,155.47	2,868,809.00	-	1,142,000.00	-	116,000.00	(1,026,000.0)
	-	-	-	-	-	-	-	-
	50,888,176.00	53,319,007.71	59,837,851.00	57,234,774.43	60,312,831.00	35,236,613.77	57,746,399.00	(2,566,432.0)

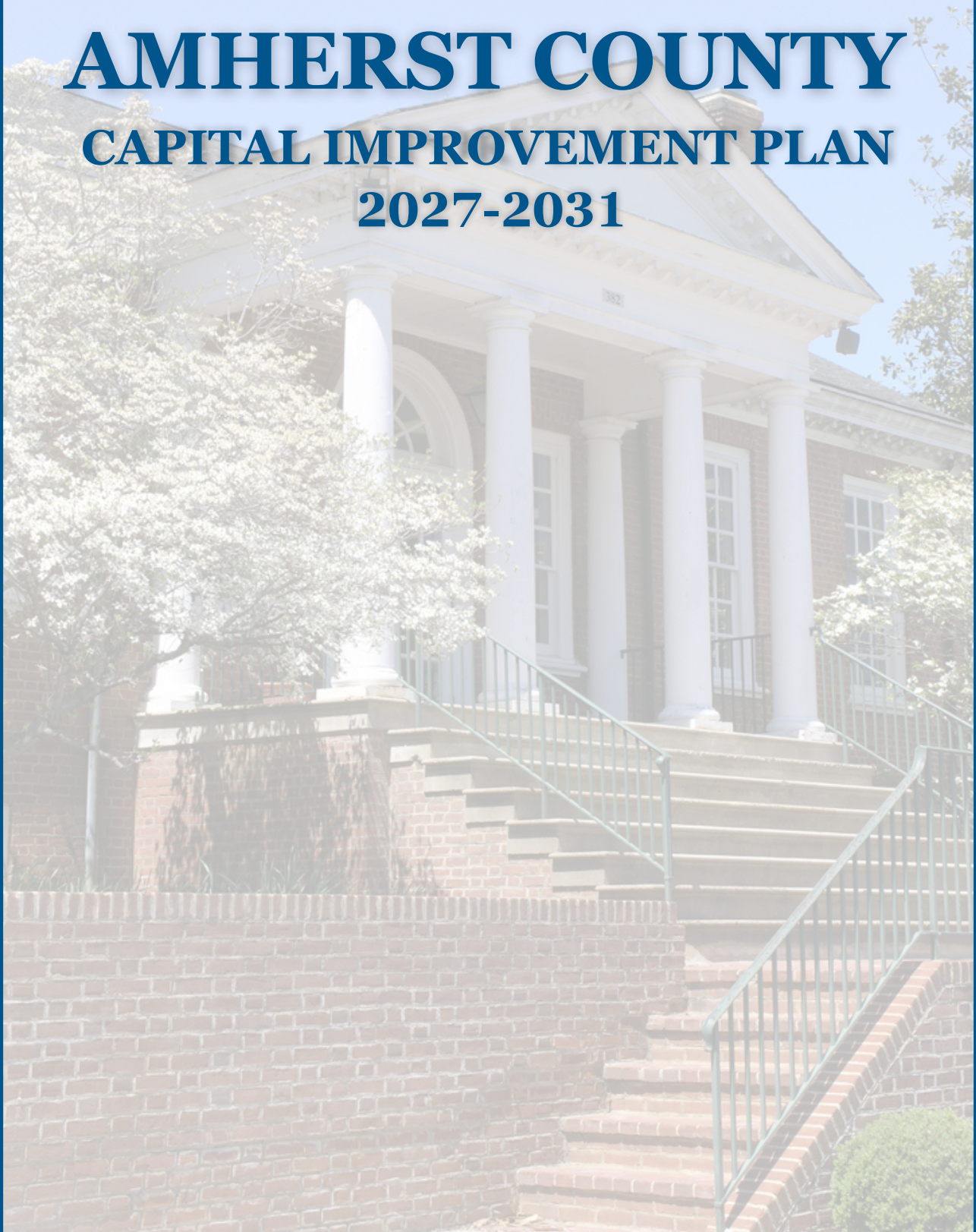
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you!*

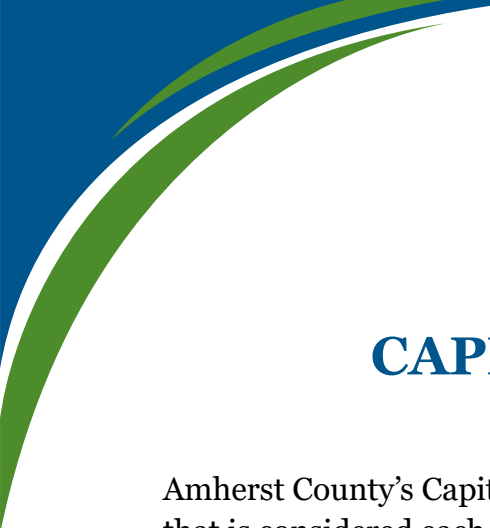
**AT THIS TIME, I YIELD TO THE BOARD.
WHAT IS YOUR PLEASURE?**

AMHERST COUNTY

CAPITAL IMPROVEMENT PLAN

2027-2031





CAPITAL IMPROVEMENT PLAN

Amherst County's Capital Improvement Plan is a multi-year plan for public improvements that is considered each year by the Board of Supervisors. The first year of the plan is always a part of the proposed budget for the upcoming fiscal year budget. The subsequent years are only approved for planning purposes. Project submitted for consideration typically cost in excess of \$50,000.00 and are of a non-reoccurring nature. A narrative of each project description and justification is included in the plan. The plan to be approved with the FY27 budget covers the five-year period FY2027 - FY2031.

The Capital Improvement Plan (CIP) serves as a guide for the efficient and effective planning for future costs. The County prepares a minimum five-year CIP but is it a dynamic document, revised annually, that proposes the acquisition, development, enhancement, or replacement of public facilities to serve the County citizens.

The CIP depicts the arrangement of selected projects in priority order and establishes cost estimates and anticipated funding sources. The CIP reflects difficult decisions in the allocation of limited resources among competing service demands and provides orderly, systematic plan to address the County's capital needs.

Development of the CIP occurs in conjunction with the County's budget process. Availability of funds is driven by anticipated revenues, the County's adherence to adopted financial, and debt management policies, which are located in the Appendix of this document. Adherence to these policies helps to reserve the County's excellent financial standing and provide a framework for the County's fiscal management and planning.



FY 2027-2030 CAPITAL IMPROVEMENT PLAN

Project Number	Project	FY 26-27	FY 27-28	FY 28-29	FY 29-30	FY 30-31	Beyond 2031	Total
10	1 EMS Equipment Replacement	\$ 194,689	\$ 194,689	\$ 194,689	\$ 194,689	\$ 194,689		\$ 973,445
20	2 Update Website (Platform out of business)	\$ 60,000						\$ 60,000
12	3 Comprehensive Plan Update	\$ 275,000						\$ 275,000
28	PS Devices-Cradle Points-Antennas	\$ 245,000						\$ 245,000
6	Grounds - Trucks Replacement	\$ 120,000	\$ 120,000					\$ 240,000
21	Goodwin Building (Treas) HVAC	\$ 300,000						\$ 300,000
24	Fire Supression for Co. IT room & PS room	\$ 150,000						\$ 150,000
16	Victoria Drive-Revenue Share	\$ 261,682						\$ 261,682
20	Learning Lane	\$ 55,000						\$ 55,000
27	Monroe Building Overhall	\$ 500,000						\$ 500,000
15	IT Disaster Plan	\$ 55,000						\$ 55,000
8	Administration Parking Lot	\$ 198,000						\$ 198,000
11	Fuel Trailer	\$ 75,000						\$ 75,000
17	Replacement Roll Off Truck	\$ 265,000	\$ 280,000					\$ 545,000
9	Courthouse Security Updates	\$ 37,000						\$ 37,000
5	Garage - Fire Training Facility	\$ 72,701						\$ 72,701
13	Sara Lu Christian Trail	\$ 50,000	\$ -	\$ -	\$ -	\$ -		\$ 50,000
18	Administration Building Updates	\$ 89,250						\$ 89,250
22	Utility Body	\$ 20,000						\$ 20,000
19	Future Kilgore Park	\$ 100,000						\$ 100,000
1	Amherst Library Paint	\$ 95,000						\$ 95,000
14	Library - Quiet Rooms Amherst	\$ 50,000						\$ 50,000
25	Health Department Renovation	\$ 622,500						\$ 622,500
3	GIS Strategic Plan	\$ 50,000						\$ 50,000
2	Monroe Ballfield Fence	\$ 28,000						\$ 28,000
	Library - Quiet Rooms Madison Heights		\$ 50,000					\$ 50,000
			644,689					\$ -
	Total Capital Cost Est.	\$ 3,968,822	\$ 40,000	\$ 194,689	\$ 194,689	\$ 194,689	\$ -	\$ 5,197,578
	Total Operating Impact Est	\$ 684,689	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ -	\$ 160,000
	Total Expenditure	\$ 3,968,822	\$ 234,689	\$ 234,689	\$ 234,689	\$ 234,689		\$ 5,357,578

	Funding Sources	FY 26-27	FY 27-28	FY 28-29	FY 29-30	FY 30-31	Beyond 2031	Total
	Grant /Outside funding	\$ 25,000						\$ 25,000
	Financing	\$ 3,958,822	\$ 194,689	\$ 194,689	\$ 194,689	\$ 194,689	\$ -	\$ -
	911 Fund							\$ -
	Recurring funds needed		\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 200,000
	General Fund Unassigned Fund						\$ -	\$ -
	Total Financing	\$ 3,983,822	\$ 234,689	\$ 234,689	\$ 234,689	\$ 234,689	\$ 40,000	\$ 225,000

Critical
Need
Want

FY 2027-2031 CAPITAL PROJECT REQUEST

PROJECT TITLE	<u>New Web Platform</u>	PROJECT #	<u>4</u>
DEPARTMENT/ORGANIZATION	<u>Information Technology</u>	DATE	<u>1-12-2025</u>
DEPARTMENTAL PRIORITY	<u>1 of 4</u>	SUBMITTED	<u>Jackie Viar</u>
REQUIRED BY FISCAL YEAR	<u>FY 2027</u>	POSITION	<u>Director of Information Technology</u>
		MEETS BOARD GOAL	<u></u>

PROJECT DESCRIPTION

Move to a contemporary, integrated web platform for the Government Services.

JUSTIFICATION

Our current website provider is no longer going to be in business effective December 2026, with the last day to assist in migration to a new platform being October 15, 2026. This item was in the IT Strategic Plan for this upcoming year prior to this announcement by the company of their going out of business. It was determined we needed to move to a more contemporary, integrated web platform for government services and also to meet the ADA Compliance law effective April 2027. This would include updating the content and structure, full ongoing ADA Compliance, integrating multiple modules including citizen portal, intranet portal, civic clerk, civic plus, and payment processing.

ALTERNATIVES TO REQUESTED PROJECT OR COST/HARM TO COUNTY OF DOING NOTHING

The only alternative would be to no longer have a website since the company we have is ceasing to exist.

SOURCE(S) AND DATE(S) OF ESTIMATED

Jan-2026

Project Costs

	FY 27-28	FY 28-29	FY 29-30	FY 30-31	FY 31-32	Beyond 2032	Total
Prelim Design/Plans							\$ -
Engineering/Arch Serv							\$ -
Land Acquisition							\$ -
Site Prep							\$ -
Construction							\$ -
Heavy Equipment							\$ -
Light Equipment/Furniture							\$ -
Hardware/Software	\$ 60,000						\$ 60,000
Total Capital Cost Est.	\$ 60,000						\$ 60,000
Total Operating Impact Est	\$ -	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ -
Total Expenditure	\$ 60,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 60,000

Funding Sources

	FY 27-28	FY 28-29	FY 29-30	FY 30-31	FY 31-32	Beyond 2032	Total
Local funds	\$ 60,000						\$ 60,000
Total Financing	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 60,000

FY 2027-2031 CAPITAL PROJECT REQUEST

PROJECT TITLE	<u>Disaster Resilience Plan</u>	PROJECT #	<u>3</u>
DEPARTMENT/ORGANIZATION	<u>Information Technology</u>	DATE	<u>12-20-2025</u>
DEPARTMENTAL PRIORITY	<u></u>	SUBMITTED	<u>Jackie Viar</u>
REQUIRED BY FISCAL YEAR	<u>FY 2026/27</u>	POSITION	<u>Director of Information Technology</u>
		MEETS BOARD GOAL	<u>Adopted Strategic Plan</u>

PROJECT DESCRIPTION

Develop a documented Disaster Resilience Strategy and Operations Plan for Amherst County

JUSTIFICATION

There is currently no documented DR plan in place in the event of a disaster strikes the network infrastructure and takes down key systems necessary for the day-to-day operations of the County and the departments that depend upon the network infrastructure. This would specify what to do in the event of a disaster for key systems and services including internet access, email, finance, revenue collection, payroll, and 911. This has also been documented in the audit findings as a risk.

ALTERNATIVES TO REQUESTED PROJECT OR COST/HARM TO COUNTY OF DOING NOTHING

Continue with no documented DR plan and risk services to the citizens along with the ability to pay school and County employees not being able to be done in a timely manner.

SOURCE(S) AND DATE(S) OF ESTIMATED

-

Project Costs

	FY 27-28	FY 28-29	FY 29-30	FY 30-31	FY 31-32	Beyond 2032	Total
Prelim Design/Plans	\$ 55,000						\$ 55,000
Engineering/Arch Serv							-
Land Acquisition							-
Site Prep							-
Construction							-
Heavy Equipment							-
Light Equipment/Furniture							-
Hardware/Software							-
Total Capital Cost Est.							
Total Operating Impact Est	\$ 55,000						\$ 55,000
Total Expenditure	\$ -						-
Funding Sources	\$ 55,000						\$ 55,000

	FY 27-28	FY 28-29	FY 29-30	FY 30-31	FY 31-32	Beyond 2032	Total
Local funds	\$ 55,000						\$ 55,000
Total Financing	\$ 55,000						\$ 55,000

FY 2027-2031 CAPITAL PROJECT REQUEST

PROJECT TITLE <u>GIS Strategic Plan</u>	PROJECT # <u>2</u>
DEPARTMENT/ORGANIZATION <u>Information Technology</u>	DATE <u>12-20-2025</u>
DEPARTMENTAL PRIORITY _____	SUBMITTED <u>Jackie Viar</u>
REQUIRED BY FISCAL YEAR <u>FY 2026/27</u>	POSITION <u>Director of Information Technology</u>
	MEETS BOARD GOAL <u>Adopted Strategic Plan</u>

PROJECT DESCRIPTION

This is to have a GIS Strategic Plan done to enhance GIS capabilities expanding upon the capabilities of the existing GIS system we currently have in place and make the GIS more usable for all departments and the citizens of Amherst County.

JUSTIFICATION

This strategic Plan would establish roles and responsibilities for layer and data maintenance as well as add layers and integrate with the platforms used with 911, Public Safety, and other departments such as the utilities and water authority department. This was part of the recommendation in the adapted IT Strategic Plan and also ties in with the new role of a GIS Specialist.

ALTERNATIVES TO REQUESTED PROJECT OR COST/HARM TO COUNTY OF DOING NOTHING

Continue with the GIS as is, with no dedicated resource to expanding the GIS and its potential benefits of the additional layers.

SOURCE(S) AND DATE(S) OF ESTIMATED

VIT - 12-20-2025

Project Costs

	FY 27-28	FY 28-29	FY 29-30	FY 30-31	FY 31-32	Beyond 2032	Total
Prelim Design/Plans	\$ 50,000						\$ 50,000
Engineering/Arch Serv							\$ -
Land Acquisition							\$ -
Site Prep							\$ -
Construction							\$ -
Heavy Equipment							\$ -
Light Equipment/Furniture							\$ -
Hardware/Software							\$ -
Total Capital Cost Est.	\$ 50,000						\$ 50,000
Total Operating Impact Est	\$ -						\$ -
Total Expenditure	\$ 50,000						\$ 50,000

Funding Sources

	FY 27-28	FY 28-29	FY 29-30	FY 30-31	FY 31-32	Beyond 2032	Total
Local funds	\$ 50,000						\$ 50,000
Total Financing	\$ 50,000						\$ 50,000

FY 2027-2031 CAPITAL PROJECT REQUEST

PROJECT TITLE	<u>Fire Suppression for IT Server Rooms</u>	PROJECT #	<u>1</u>
DEPARTMENT/ORGANIZATION	<u>Information Technology</u>	DATE	<u>12-20-2025</u>
DEPARTMENTAL PRIORITY	<u></u>	SUBMITTED	<u>Jackie Viar</u>
REQUIRED BY FISCAL YEAR	<u>FY 2026/27</u>	POSITION	<u>Director of Information Technology</u>
		MEETS BOARD GOAL	<u>Adopted Strategic Plan</u>

PROJECT DESCRIPTION

Implement fire suppression in Public Safety and County Administration Bldg computer rooms to protect the servers, routers, and network infrastructure contained within these rooms and critical to the daily functions of the County's Departments and the 911 Communication Center.

JUSTIFICATION

Will automatically detect and extinguish fires in their early stages to protect the technology infrastructure including servers, network and communication equipment and ensure key services for the County continue to operate 24/7.

ALTERNATIVES TO REQUESTED PROJECT OR COST/HARM TO COUNTY OF DOING NOTHING

There are no fire suppression systems in either of these departments, only a fire extinguisher, which will destroy the serves, switches, and routers. In the event of a fire, the County's infrastructure stands to be taken down for extended periods of time and be inoperable.

SOURCE(S) AND DATE(S) OF ESTIMATED

VIT - 12-20-2025

Project Costs

	FY 27-28	FY 28-29	FY 29-30	FY 30-31	FY 31-32	Beyond 2032	Total
Prelim Design/Plans							\$ -
Engineering/Arch Serv							\$ -
Land Acquisition							\$ -
Site Prep							\$ -
Construction							\$ -
Heavy Equipment							\$ -
Light Equipment/Furniture							\$ -
Hardware/Software	\$ 150,000						\$ 150,000
Total Capital Cost Est.	\$ 150,000	\$ -	\$ -	\$ -	\$ -		\$ 150,000
Total Operating Impact Est	\$ -	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000		\$ -
Total Expenditure	\$ 150,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000		\$ 150,000

Funding Sources

	FY 27-28	FY 28-29	FY 29-30	FY 30-31	FY 31-32	Beyond 2032	Total
Local funds	\$ 150,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 250,000
Total Financing	\$ 150,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 250,000

FY 2027-2031 CAPITAL PROJECT REQUEST

PROJECT TITLE	Replacement of Public Safety/EMS Toughbooks	PROJECT #	5
DEPARTMENT/ORGANIZATION	Information Technology	DATE	12-20-2025
DEPARTMENTAL PRIORITY		SUBMITTED	Jackie Viar
REQUIRED BY FISCAL YEAR	FY 2027	POSITION	Director of Information Technology
		MEETS BOARD GOAL	Adopted Strategic Plan

PROJECT DESCRIPTION

Replace existing Toughbooks used on a daily basis 27/7 on ambulances and Captains vehicles as well as cradle points and antennae's on the ambulances.

JUSTIFICATION

The current Toughbooks are 6 years old and are unable to be upgraded to Windows 11, which creates a security risk since updates and security patches are no longer available for Windows 10. With the critical and sensitive data stored and entered on these devices, it is equally important they are kept up to date with all available security patches and software upgrades. These Toughbooks are used 24/7 and receive a lot of transporting in and out of the ambulances and homes of patients.

ALTERNATIVES TO REQUESTED PROJECT OR COST/HARM TO COUNTY OF DOING NOTHING

Continue using outdated operating systems and risk security breaches.

SOURCE(S) AND DATE(S) OF ESTIMATED

AWDS 11/2024

Quotes on subsequent page(s)

Project Costs

	FY 27-28	FY 28-29	FY 29-30	FY 30-31	FY 31-32	Beyond 2032	Total
Prelim Design/Plans							\$ -
Engineering/Arch Serv							\$ -
Land Acquisition							\$ -
Site Prep							\$ -
Construction							\$ -
Heavy Equipment							\$ -
Light Equipment/Furniture							\$ -
Hardware/Software	\$ 100,820						\$ 100,820
Total Capital Cost Est.	\$ 100,820						\$ 100,820
Total Operating Impact Est	\$ -						\$ -
Total Expenditure	\$ 100,820						\$ 100,820

Funding Sources

	FY 27-28	FY 28-29	FY 29-30	FY 30-31	FY 31-32	Beyond 2032	Total
Local funds	\$ 100,820						\$ 100,820
Total Financing	\$ 100,820						\$ 100,820



Access Wireless Data Solutions, LLC
21756 St Rd 54, Ste 101
Lutz FL 33549
(813) 751-2039
www.accesswds.com

Price Quote

Date	Quote #
11/08/2024	AWDS-19411

Contact:	Phone:	Email:
Amherst County Public Safety : Ben Bond	(434) 946-9307	brbond@countyofamherst.c...

Sales Rep	Quote Expires	Terms	Ship Date	Ship Via
Michelle Guess H...	12/08/2024	Net 30	11/08/2024	FedEx Ground

Special Instructions

Part #	Qty.	Description	MSRP	Disc.	Per Unit	Total
MBA1-R980-5GD-A	8	Cradlepoint 1-yr NetCloud Mobile Router Essentials Plan, Advanced Plan, and R980 Router with WiFi (5G modem 4FF SIM slots, and embedded eSIM), no AC power supply or antennas, Global)	1,191.00	17.5%	982.58	7,860.64
PRO7BS4L2WG15BS	8	Parsec Technologies Belgian Shepherd 7-in-1 double MIMO LTE, Single MIMO Wi-Fi, and GNSS external antenna, 15 FT cables. .6" bolt. Black.	594.33	17.5%	490.32	3,922.56

Subtotal	11,783.20
Shipping Cost (FedEx Ground)	5.00
Total	\$11,788.20

*** Please send all PO's and order related correspondence to orders@accesswds.com ***

Law and Order Technology LLC

2500 Quantum Lakes Drive
Suite 203
Boynton Beach, FL 33426
USA

Voice: (954) 281-5050

Fax: (954) 827-6445

QUOTATION

Quote Number: A10302024006

Quote Date: Oct 30, 2024

Page: 1

Quoted To:

Amherst Fire And EMS Department
135 2nd St
Amherst, VA 24521
United States

Drop Shipment

Customer ID	Good Thru	Payment Terms	Sales Rep
Amherst Fire VA	11/29/24	Net 30 Days	

Quantity	Item	Description	Unit Price	Amount
1.00	CF-33TZ-1VAM	Win11 Pro, Intel Core i5 vPro, 12" QHD Gloved Multi Touch+Digitizer, 16GB, Intel Iris Xe, 512GB SSD Wi-Fi 6E, BT, 4G MLP31-W, GPS, Contactless Smartcard Reader, Mic&Infr	4,216.25	4,216.25
1.00	CF-SVCPSY5	Public Sector 5th year Service Bundle. Includes 4th and 5th year of Premier Deployment service	552.35	552.35
1.00	CF-VEK335LMP	New Premium Keyboard CF-33.Red Backlit(4 Levels) #####	520.75	520.75
1.00	FZ-55J2601BM	Win11 Pro, I-5, 13th Gen(4,7GHZ) 1000 Nit Touchscreen, 16GB, Intel UHD, 512 OPAL SSD, Intel Wifi 6E, BT, Mic and Infrared 2MP Webcam, Emissive Backlit Keyboard	2,357.47	2,357.47
1.00	FZ-55J2-00BM	Win11 Pro, I-5 13th Gen, 1000 nit Touch, 16GB, 512 OPAL SSD, Intel Wifi 6E, BT, 4G EM7511, Dual, Mic and Infrared Web, Backlit, 3 Year Pro Plus Warranty and Services	3,023.82	3,023.82
1.00	CF-SVCLTNF5Y	PROTECTION PLUS WARRANTY - CF-31, FZ-55, CF-20, LAPTOP (YEARS 1, 2, 3, 4 and 5) Pricing is Based Off the Sourcewell Contract# 090122	646.28	646.28

FY 2027-2031 CAPITAL PROJECT REQUEST

PROJECT TITLE	<u>Quiet Study Room - Main Branch</u>	PROJECT #	<u>-</u>
DEPARTMENT/ORGANIZATION	<u>Library</u>	DATE	<u>11-20-2025</u>
DEPARTMENTAL PRIORITY	<u>1 of 2</u>	SUBMITTED	<u>Jacob Etter</u>
REQUIRED BY FISCAL YEAR	<u>FY27</u>	POSITION	<u>Library Director</u>
		MEETS BOARD GOAL	<u>Comprehensive Local Educ.</u>

PROJECT DESCRIPTION

The library is requesting \$25,000 to install two quiet study rooms at the Amherst Library's Main Branch. The Friends of the Library have already pledged \$25,000 - half of the total project cost - contingent upon the approval of this CIP request. At this price point, the study rooms will feature acoustic laminated glass, sound-absorbing ceiling tiles, and whiteboards suitable for collaborative or instructional use.

JUSTIFICATION

Quiet study rooms have become a staple service at libraries of all sizes. Amherst County residents regularly ask for such spaces, but none currently exist in either branch. These rooms would serve students, tutors, remote workers, and professionals who need a focused environment for study, meetings, or virtual collaboration. Sound-dampening design will ensure conversations, phone calls, and online meetings can take place without disrupting other patrons.

ALTERNATIVES TO REQUESTED PROJECT OR COST/HARM TO COUNTY OF DOING NOTHING

If this project is not approved, Amherst County residents will continue to lack access to quiet study rooms - an increasingly standard service in modern public libraries. Additionally, the Friends of the Library may redirect their pledged \$25,000 toward other initiatives in this project does not move forward. Based on these considerations, the Library Director recommends funding this project in FY27, provided sufficient funds are available to make this a prudent project.

SOURCE(S) AND DATE(S) OF ESTIMATED

The Cumberland County Library recently completed a two-room project for around \$44,000.00

Project Costs

	FY 27-28	FY 28-29	FY 29-30	FY 30-31	FY 31-32	Beyond 2032	Total
Prelim Design/Plans							\$ -
Engineering/Arch Serv							\$ -
Land Acquisition							\$ -
Site Prep							\$ -
Construction	\$ 50,000						\$ 50,000
Heavy Equipment							\$ -
Light Equipment/Furniture							\$ -
Hardware/Software							\$ -
Total Capital Cost Est.	\$ 50,000						\$ 50,000
Total Operating Impact Est	\$ -						\$ -
Total Expenditure	\$ 50,000						\$ 50,000

Funding Sources

	FY 27-28	FY 28-29	FY 29-30	FY 30-31	FY 31-32	Beyond 2032	Total
Local funds	\$ 25,000						\$ 25,000
Friends of the Amherst Library	\$ 25,000						\$ 25,000
Total Financing	\$ 50,000						\$ 50,000

FY 2027-2031 CAPITAL PROJECT REQUEST

PROJECT TITLE	<u>Quiet Study Room - Madison Height Branch</u>	PROJECT #	<u>-</u>
DEPARTMENT/ORGANIZATION	<u>Library</u>	DATE	<u>11-20-2025</u>
DEPARTMENTAL PRIORITY	<u>2 of 2</u>	SUBMITTED	<u>Jacob Etter</u>
REQUIRED BY FISCAL YEAR	<u>FY28</u>	POSITION	<u>Library Director</u>
		MEETS BOARD GOAL	<u>Comprehensive Local Educ.</u>

PROJECT DESCRIPTION

The Library is requesting \$50,000 to build quiet study rooms at the Madison Heights Branch, featuring acoustic laminated glass, sound-absorbing ceiling tiles, and whiteboards. The Library Director recommends funding this project in FY28, unless completing it in tandem with the FY27 CIP request is deemed more prudent.

JUSTIFICATION

Quiet study rooms have become a staple service at libraries of all sizes. Amherst County residents regularly ask for such spaces, but none currently exist in either branch. These rooms would serve students, tutors, remote workers, and professionals who need a focused environment for study, meetings, or virtual collaboration. Sound-dampening design will ensure conversations, phone calls, and online meetings can take place without disrupting other patrons.

ALTERNATIVES TO REQUESTED PROJECT OR COST/HARM TO COUNTY OF DOING NOTHING

If the Library's other project is approved for FY27, there may be cost savings in completing this project at the same time. For that reason, it is being brought before you for consideration. While completing this project soon would be prudent, it can be deferred to a future year if necessary. Waiting until at least FY28 would allow us to benefit from lessons learned during the initial project and may also provide time to secure additional financial support, as occurred with the Amherst Library project.

SOURCE(S) AND DATE(S) OF ESTIMATED

The Cumberland County Library recently completed a two-room project for around \$44,000.00

Project Costs

	FY 27-28	FY 28-29	FY 29-30	FY 30-31	FY 31-32	Beyond 2032	Total
Prelim Design/Plans							\$ -
Engineering/Arch Serv							\$ -
Land Acquisition							\$ -
Site Prep							\$ -
Construction	\$ -	\$ 50,000					\$ 50,000
Heavy Equipment							\$ -
Light Equipment/Furniture							\$ -
Hardware/Software							\$ -
Total Capital Cost Est.	\$ -	\$ 50,000					\$ 50,000
Total Operating Impact Est	\$ -	\$ -					\$ -
Total Expenditure	\$ -	\$ 50,000					\$ 50,000

Funding Sources

	FY 27-28	FY 28-29	FY 29-30	FY 30-31	FY 31-32	Beyond 2032	Total
Local funds	\$ -	\$ 50,000					\$ 50,000
Total Financing	\$ -	\$ 50,000					\$ 50,000

FY 2027-2031 CAPITAL PROJECT REQUEST

PROJECT TITLE	Monroe Ballfield Fence	PROJECT #	1
DEPARTMENT/ORGANIZATION	Recreation	DATE	11-6-2025
DEPARTMENTAL PRIORITY	1	SUBMITTED	Randal Nixon
REQUIRED BY FISCAL YEAR	FY26-27	POSITION	Director
		MEETS BOARD GOAL	-

PROJECT DESCRIPTION

Install a fence and dugouts at the baseball/softball field at the Monroe Community Center.

JUSTIFICATION

This project will allow the department to have a better facility for local Dixie and Travel teams who currently utilize the field. Also, it provides a game facility for the Department can hold tournaments and to generate revenues.

ALTERNATIVES TO REQUESTED PROJECT OR COST/HARM TO COUNTY OF DOING NOTHING

This field will continue to be a practice facility and upgrades will allow for better use of the facility.

SOURCE(S) AND DATE(S) OF ESTIMATED

RR Mann Fence Company October 2024

Project Costs

	FY 27-28	FY 28-29	FY 29-30	FY 30-31	FY 31-32	Beyond 2032	Total
Prelim Design/Plans							\$ -
Engineering/Arch Serv							\$ -
Land Acquisition							\$ -
Site Prep							\$ -
Construction	\$28,000						\$ 28,000
Heavy Equipment							\$ -
Light Equipment/Furniture							\$ -
Hardware/Software							\$ -
Total Capital Cost Est.	\$ 28,000						\$ 28,000
Total Operating Impact Est	\$ - \$						\$ -
Total Expenditure	28,000						\$ 28,000

Funding Sources

	FY 27-28	FY 28-29	FY 29-30	FY 30-31	FY 31-32	Beyond 2032	Total
Local funds	\$28,000						\$ 28,000
Total Financing	\$ 28,000						\$ 28,000

FY 2027-2031 CAPITAL PROJECT REQUEST

PROJECT TITLE <u>Painting of Monroe Building</u>	PROJECT # <u>2</u>
DEPARTMENT/ORGANIZATION <u>Recreation</u>	DATE <u>11-6-2025</u>
DEPARTMENTAL PRIORITY <u>2</u>	SUBMITTED <u>Randal Nixon</u>
REQUIRED BY FISCAL YEAR <u>FY26-27</u>	POSITION <u>Director</u>
	MEETS BOARD GOAL <u>-</u>

PROJECT DESCRIPTION

Paint the interior of the Monroe Community Center Building

JUSTIFICATION

This project will allow the Department to have a better looking facility and will repair damaged walls from water damage. It includes patching, repairing and painting damaged plaster walls and around newly installed windows.

ALTERNATIVES TO REQUESTED PROJECT OR COST/HARM TO COUNTY OF DOING NOTHING

If the project is not approved several of the walls will continue to peel and look terrible. It will make the building much more conducive to using. The current condition of the peeling plaster and paint is potentially a health hazard.

SOURCE(S) AND DATE(S) OF ESTIMATED

Andy Bradt from The Sherman Williams Company November 18, 2025

Project Costs

	FY 27-28	FY 28-29	FY 29-30	FY 30-31	FY 31-32	Beyond 2032	Total
Prelim Design/Plans							\$ -
Engineering/Arch Serv							\$ -
Land Acquisition							\$ -
Site Prep							\$ -
Construction	\$55,000						\$ 55,000
Heavy Equipment							\$ -
Light Equipment/Furniture							\$ -
Hardware/Software							\$ -
Total Capital Cost Est.	\$ 55,000						\$ 55,000
Total Operating Impact Est	\$ - \$						\$ -
Total Expenditure	55,000						\$ 55,000

Funding Sources

	FY 27-28	FY 28-29	FY 29-30	FY 30-31	FY 31-32	Beyond 2032	Total
Local funds	\$55,000						\$ 55,000
Total Financing	\$ 55,000						\$ 55,000

FY 2027-2031 CAPITAL PROJECT REQUEST

PROJECT TITLE	Sara Lu Christian Trail Expansion	PROJECT #	3
DEPARTMENT/ORGANIZATION	Recreation	DATE	11-20-2025
DEPARTMENTAL PRIORITY	3	SUBMITTED	Randal Nixon
REQUIRED BY FISCAL YEAR	FY26-27	POSITION	Director
		MEETS BOARD GOAL	-

PROJECT DESCRIPTION

Expansion of the Sara Lu Christian Trail through CVTC to the Lee Property.

JUSTIFICATION

Extending the Sara Lu Christian trail, along the James River, to the Lee property line and eventually connecting to the James River Heritage trail. This will connect lower Madison Heights with the Lynchburg City trail system network. Staff will seek grants to provide funding for the trail expansion.

ALTERNATIVES TO REQUESTED PROJECT OR COST/HARM TO COUNTY OF DOING NOTHING

-

SOURCE(S) AND DATE(S) OF ESTIMATED

Leslie Sprouse, Jeremy Lombardo, Phillip Wilkerson

Project Costs

	FY 27-28	FY 28-29	FY 29-30	FY 30-31	FY 31-32	Beyond 2032	Total
Prelim Design/Plans							\$ -
Engineering/Arch Serv							\$ -
Land Acquisition							\$ -
Site Prep							\$ -
Construction	\$ 50,000						\$ 50,000
Heavy Equipment							\$ -
Light Equipment/Furniture							\$ -
Hardware/Software							\$ -
Total Capital Cost Est.	\$ 50,000						\$ 50,000
Total Operating Impact Est	\$						\$ -
Total Expenditure	\$ 50,000						\$ 50,000

Funding Sources

	FY 27-28	FY 28-29	FY 29-30	FY 30-31	FY 31-32	Beyond 2032	Total
Local funds	\$ 50,000						\$ 50,000
Total Financing	\$ 50,000						\$ 50,000

FY 2027-2031 CAPITAL PROJECT REQUEST

PROJECT TITLE	Replacement Grounds Trucks	PROJECT #	1
DEPARTMENT/ORGANIZATION	Public Works	DATE	11-21-2025
DEPARTMENTAL PRIORITY	High	SUBMITTED	Jeremy Lombardo
REQUIRED BY FISCAL YEAR	FY26-27	POSITION	Director
		MEETS BOARD GOAL	-

PROJECT DESCRIPTION

Two of our Grounds trucks have reached the end of their lives and are in need of replacement with the growing needs of the ground division, including the ability to haul trash, gravel, and mulch. These trucks are also hauling heavier equipment such as skid steers, mini excavators, pump trailers, and heavier trailers with mowers and other equipment.

JUSTIFICATION

Both trucks are 2015 gas trucks that are underbuilt for the task we are doing. This request is for heavier duty diesel trucks with full sized cab, dump bed, blade, and spreader to match other trucks in the fleet. Existing trucks cannot have more than two employees ride in them and one cannot be used to haul dirt or mulch, and it is difficult to haul much trash.

ALTERNATIVES TO REQUESTED PROJECT OR COST/HARM TO COUNTY OF DOING NOTHING

Continue using until more breakdowns occur and an emergency purchase is needed.

SOURCE(S) AND DATE(S) OF ESTIMATED

-

Project Costs

	FY 27-28	FY 28-29	FY 29-30	FY 30-31	FY 31-32	Beyond 2032	Total
Prelim Design/Plans							
Engineering/Arch Serv							
Land Acquisition							
Site Prep							
Construction							
Heavy Equipment							
Light Equipment/Furniture	\$120,000	\$120,000					\$240,000
Hardware/Software							
Total Capital Cost Est.	\$120,000	\$120,000					\$240,000
Total Operating Impact Est							
Total Expenditure	\$120,000	\$120,000					\$240,000

Funding Sources

	FY 27-28	FY 28-29	FY 29-30	FY 30-31	FY 31-32	Beyond 2032	Total
Local funds							\$240,000
Total Financing							\$240,000 -

-

FY 2027-2031 CAPITAL PROJECT REQUEST

PROJECT TITLE	Fuel Trailer	PROJECT #	-
DEPARTMENT/ORGANIZATION	Public Works	DATE	11-21-2025
DEPARTMENTAL PRIORITY	1	SUBMITTED	Jeremy Lombardo
REQUIRED BY FISCAL YEAR	FY27	POSITION	Director
		MEETS BOARD GOAL	-

PROJECT DESCRIPTION

690-gallon fuel trailer with 100-gallon DEF tank and air compressor for hydraulic and grease gun.

JUSTIFICATION

We are using a 2002 Chevy two-wheel drive truck that has been retired from 2 different departments with a 100-gallon tank on the back of it. This takes several trips to fill up the equipment a day. If we could get this trailer, we could fill it up every other day and also have hydraulic, antifreeze, oil, and grease gun ready. We can also use this to haul off-site jobs.

ALTERNATIVES TO REQUESTED PROJECT OR COST/HARM TO COUNTY OF DOING NOTHING

The fuel truck is at the end of its life, and we would have to find another way to fuel equipment. This will take time from other parts of the department.

SOURCE(S) AND DATE(S) OF ESTIMATED

Quote on subsequent page(s) - James River Equipment 10-15-2025

Project Costs

	FY 27-28
Equipment Costs	\$90,000
Professional Services	
Construction	
Salaries	
Benefits	
Total Capital Cost Est.	\$90,000
Total Operating Impact Est	
Total Expenditure	\$90,000

Funding Sources

	FY 27-28
Local funds	\$90,000
Total Financing	\$90,000



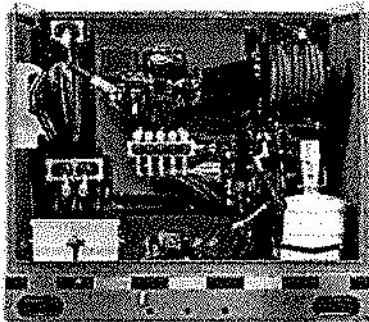
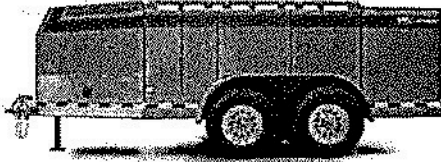
QUOTE SUMMARY MULTI-TANK OIL TRAILER

Unit Type: MTO690

Quote Prepared for: James River

DATE: 12/02/2025

Quote valid for 30 days after the date listed above.



MODEL	MTO690
CAPACITY	6 Segments 690 gal. total
TORSION AXLES HUBS	Dual 6,000 lbs. axles 8 bolt hubs
L W H	19' 4" 7' 6'
EMPTY WEIGHT GVWR*	6,500 lbs. 12,000 lbs.

*Stock Picture of Standard Unit

We've designed the **Multi-Tank Oil Trailer** to be the most flexible and most cost effective fluid transport solution for the industrial industry. It's unmatched in its ability to be tailored to your exact jobsite needs, while coming in at a fraction of the cost of a fuel and lube truck.

The Multi-Tank Oil Trailer provides bulk diesel capacity while legally mitigating the need for the driver to have a HAZMAT endorsement. In many cases, a CDL is not required either.

In addition to diesel, it can be uniquely configured for your operation's specific needs with fresh oil, used oil reclaim, coolant, grease, and DEF systems. Three capacity levels are available (460, 690, and 920 gallons) all utilizing multiple 22, 55, or 115 gallon tanks.

*Per the Code of Federal Regulations, Title 49 (CFR49) The Multi-Tank Oil Trailer specifically uses independent non-bulk packaging for the transportation of combustible liquids in the U.S. Contact us for details about state regulations

Multi-Tank Oil Trailer Options Quoted

Fluids

- Fuel: 400 gallons
 - Gas Powered Pump
 - 35' Reel
 - Electric Valve Manifold
- Oil 1: 55 gallons
- Oil 2: 55 gallons
- Antifreeze: 55 gallons
- Oil Reclaim: 115 gallons
- 100 gallon Poly DEF Tank
 - 35' Retracting Reel

OPTIONS

- Color: Gray
- Electric/Hydraulic Jack
- 14Ply, ST235/85R16 Tires & Steel Rims
- Solar Battery Maintainer
- Trailer Step

PNEUMATIC SYSTEM

Comp+Gen with 50' Air/Electric Combo Reel

For Questions, Please Contact

Beau Waldrop, Territory Sales Manager | 641-660-7731 | BeauW@ThunderCreek.com
Thunder Creek Equipment 1833 Highway 163, Pella, IA 50219



PRODUCT QUOTE MULTI-TANK OIL TRAILER

Unit Type: MTO690

Quote Prepared for: James River

DATE: 12/02/2025

Quote valid for 30 days after the date listed above.

Fluid Configuration Summary	
Fluid Type	Capacity
Fuel	400
Oil 1	55
Oil 2	55
Antifreeze	55
Reclaim	115

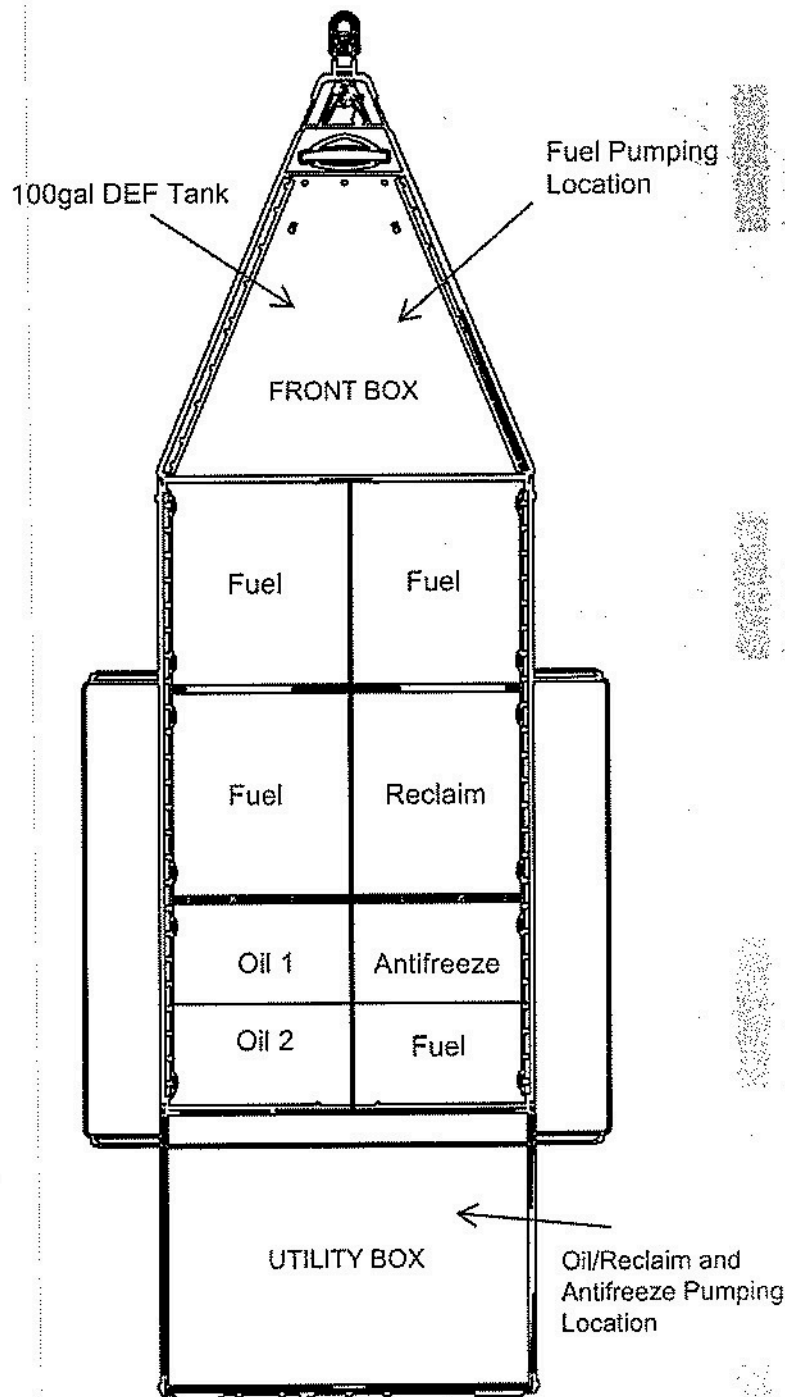
*Tank Configuration is subject to change based on engineering standards.

Subtotal: \$70,764.00

Freight & Misc.: TBD

Total (USD): \$70,764.00

Down payment is non-refundable on orders where required. Pricing does not include any federal, state, or local taxes. If sales tax or other taxes are determined to be due at time of final invoicing, buyer agrees to promptly pay the tax in full or to provide Seller with a tax exemption certificate acceptable to the taxing authorities.



For Questions, Please Contact

Beau Waldrop, Territory Sales Manager | 641-660-7731 | BeauW@ThunderCreek.com
Thunder Creek Equipment 1833 Highway 163, Pella, IA 50219

FY 2027-2031 CAPITAL PROJECT REQUEST

PROJECT TITLE <u>Garage - Fire Training Facility</u>	PROJECT # <u>2</u>
DEPARTMENT/ORGANIZATION <u>Fire & EMS</u>	DATE <u>11-18-2025</u>
DEPARTMENTAL PRIORITY <u>High</u>	SUBMITTED <u>Jarred Scott</u>
REQUIRED BY FISCAL YEAR <u>FY27</u>	POSITION <u>Deputy Chief</u>
PROJECT DESCRIPTION	MEETS BOARD GOAL <u>-</u>

Purchase a 48' x 48' metal frame garage with 3 roll-up doors to be placed at the Amherst County Fire Training Facility to store and protect our Emergency Management trailers and their contents that have an estimated valued of over \$300,000

JUSTIFICATION

Currently these trailers are stored outside in the parking lot at the Amherst Co. Bus Garage. A structure would not only help to protect these assets from theft but also provide additional protection from weather and exposure. These trailers and their contents are critical to Emergency Services in Amherst County. These trailers include a Mobile Incident Command trailer with multiple radios and chargers, communication equipment, Plotter Printer, FM Transmitter, video cameras and monitoring equipment, as well as Rehab equipment. The second trailer is for Search & Rescue & Wildland Firefighting with a UTV and a mountable Fire Skid. This trailer houses various equipment for both Search & Rescue and Wildland Firefighting to include patient evacuation equipment from remote areas, rope rescue equipment, as well as additional fire rakes and forestry tools. The third trailer houses the County's inflatable Zumro Shelter, a deployable 600sq.ft. shelter that is used for a variety of needs to include: a First Aid Station, Emergency Shelter, Auxiliary Command Station and Mass Decon. The fourth trailer is our Red Cross trailer which houses all the supplies needed to set-up a large-scale emergency shelter and care for 75 individuals at a time. The fifth trailer is a 14Kw towable generator used in conjunction with other trailers.

ALTERNATIVES TO REQUESTED PROJECT OR COST/HARM TO COUNTY OF DOING NOTHING

Continue to store these assets outdoors at the Amherst Co. Bus Garage

SOURCE(S) AND DATE(S) OF ESTIMATED

-

Project Costs

	FY 27-28	FY 28-29	FY 29-30	FY 30-31	FY 31-32	Beyond 2032	Total
Metal Frame Garage	\$48,701.00						\$ 48,701
Concrete Pad	\$24,000						\$ 24,000
Total Capital Cost Est.	\$ 72,701						\$ 72,701
Total Operating Impact Est	\$ -						\$ -
Total Expenditure	\$ 72,701						\$ 72,701

Funding Sources

	FY 27-28	FY 28-29	FY 29-30	FY 30-31	FY 31-32	Beyond 2032	Total
Local funds							-
Total Financing	\$72,701.00						\$72,701.00

FY 2027-2031 CAPITAL PROJECT REQUEST

PROJECT TITLE <u>Victoria Drive (VDOT Revenue Share)</u>	PROJECT # <u>-</u>
DEPARTMENT/ORGANIZATION <u>Community Development</u>	DATE <u>1-08-2026</u>
DEPARTMENTAL PRIORITY <u>-</u>	SUBMITTED <u>S. Tyler Creasy</u>
REQUIRED BY FISCAL YEAR <u>TBD (based on VDOT's Timeline)</u>	POSITION <u>Director of Community Development</u>
PROJECT DESCRIPTION	MEETS BOARD GOAL <u>-</u>

Staff has submitted a revenue share application with VDOT. If approved, the program requires a 50/50 match. The total cost for the project is \$523,364.00, and the required 50% match is \$261,682.00.

JUSTIFICATION

This is a Board of Supervisors Request.

ALTERNATIVES TO REQUESTED PROJECT OR COST/HARM TO COUNTY OF DOING NOTHING

No alternative - Victoria Drive will stay a privately maintained road.

SOURCE(S) AND DATE(S) OF ESTIMATED

VDOT's SmartPortal

Project Costs

	FY 27-28	FY 28-29	FY 29-30	FY 30-31	FY 31-32	Beyond 2032	Total
Prelim Design/Plans							\$ -
Engineering/Arch Serv							\$ -
Land Acquisition							\$ -
Site Prep							\$ -
Construction	\$ 261,682						\$ 261,682
Heavy Equipment							\$ -
Light Equipment/Furniture							\$ -
Hardware/Software							\$ -
Total Capital Cost Est.	\$ 261,682						\$ 261,682
Total Operating Impact Est	\$ -						\$ -
Total Expenditure	\$ 261,682						\$ 261,682

Funding Sources

	FY 27-28	FY 28-29	FY 29-30	FY 30-31	FY 31-32	Beyond 2032	Total
Local funds	\$ 261,682						\$ 261,682
Total Financing	\$ 261,682						\$ 261,682

FY 2027-2031 CAPITAL PROJECT REQUEST

PROJECT TITLE <u>Replacement Roll Off Trucks</u>	PROJECT # <u>-</u>
DEPARTMENT/ORGANIZATION <u>Public Works</u>	DATE <u>11-24-2025</u>
DEPARTMENTAL PRIORITY <u>Medium</u>	SUBMITTED <u>Jeremy Lombardo</u>
REQUIRED BY FISCAL YEAR <u>FY26/27</u>	POSITION <u>Director</u>
	MEETS BOARD GOAL <u>-</u>

PROJECT DESCRIPTION

Has been on the CIP for the last two years. The request is for a timed replacement schedule of roll-off trucks

JUSTIFICATION

Two existing 2020 roll-off trucks are due to be replaced. They are nearing the mileage and hours before timely and costly repair will occur. These trucks have roughly 160,000 miles and 8000 hours. We would want to replace these before they reach 250,000 or 10,000 hours to avoid costly repairs. It takes about 12 to 18 months to get one of these trucks.

ALTERNATIVES TO REQUESTED PROJECT OR COST/HARM TO COUNTY OF DOING NOTHING

Costly repairs, unnecessary operational downtime, interruption of services provided, and emergency requests for expensive repairs.

SOURCE(S) AND DATE(S) OF ESTIMATED

Truck Enterprises

Project Costs

	FY 27-28	FY 28-29	FY 29-30	FY 30-31	FY 31-32	Beyond 2032	Total
Prelim Design/Plans							\$ -
Engineering/Arch Serv							\$ -
Land Acquisition							\$ -
Site Prep							\$ -
Construction							\$ -
Heavy Equipment	\$265,000	\$280,000					\$ 545,000
Light Equipment/Furniture							\$ -
Hardware/Software							\$ -
Total Capital Cost Est.	\$265,000	\$280,000					\$ 545,000
Total Operating Impact Est							\$ -
Total Expenditure	\$265,000	\$280,000					\$ 545,000

Funding Sources

	FY 27-28	FY 28-29	FY 29-30	FY 30-31	FY 31-32	Beyond 2032	Total
Local funds							\$ 545,000
Total Financing							\$ 545,000

FY 2027-2031 CAPITAL PROJECT REQUEST

PROJECT TITLE	Comprehensive Plan Update	PROJECT #	1
DEPARTMENT/ORGANIZATION	Community Development	DATE	11-25-2025
DEPARTMENTAL PRIORITY	1	SUBMITTED	S. Tyler Creasy
REQUIRED BY FISCAL YEAR	FY26/27	POSITION	Director of Community Development
		MEETS BOARD GOAL	Follow State Code

PROJECT DESCRIPTION

This proposed project would allow the Office of Community Development to contract out services for our Comprehensive Plan update.

JUSTIFICATION

The county's comprehensive plan sets a vision for the next 20 years and establishes ways of accomplishing the community's goals. VA State Code 15.2-2230 indicates each locality must review their comprehensive plan at least once every five years. The current comprehensive plan was approved in 2007 and established a vision for the County until 2027. The County also approved an update to then existing plan in 2022. Therefore, to align with state code, the plan must be revisited by 2027. The plan should also be updated to incorporate the new direction of the County that would extend it's vision to 2047. A 10% contingency was added to the estimate.

ALTERNATIVES TO REQUESTED PROJECT OR COST/HARM TO COUNTY OF DOING NOTHING

Staff completes the update in-house. The division of Planning and Zoning consists of three staff members: Permit Technician, Assistant Planner/zoning administrator and the Director. Completing a re-write of the County's Comprehensive Plan, while also continuing our everyday functions will be extremely difficult.

SOURCE(S) AND DATE(S) OF ESTIMATED

Kimley-Horn - August 2025
Balzer & Associates - August 2025
Copies on subsequent pages

Project Costs

	FY 27-28	FY 28-29	FY 29-30	FY 30-31	FY 31-32	Beyond 2032	Total
Prelim Design/Plans	\$275,000						\$275,000
Engineering/Arch Serv							
Land Acquisition							
Site Prep							
Construction							
Heavy Equipment							
Light Equipment/Furniture							
Hardware/Software							
Total Capital Cost Est.	\$275,000						\$275,000
Total Operating Impact Est							
Total Expenditure	\$275,000						\$275,000

Funding Sources

	FY 27-28	FY 28-29	FY 29-30	FY 30-31	FY 31-32	Beyond 2032	Total
Local funds	\$ 275,000						\$ 275,000
Total Financing	\$ 275,000						\$ 275,000

Hi Tyler,

I apologize that it took us longer than expected to get this information over to you. Between some summer trips and a slew of different illnesses taking over my household, I'm ready for August to be over

Below, you'll find a table that we created, which outlines the various comprehensive plan components, provides some general notes, and includes lower and higher fee cost estimates. This higher fee would likely be considered a middle ground, as many comprehensive plans exceed the \$1 million mark.

David and I would still love to find a time to meet with you in person to learn about the County's priorities, challenges, and ways we can support.

Please let me know if you have any questions.

Comprehensive Plan Scope of Work	Notes	Lower Fee	Higher Fee
Project Management	<i>General project management, including internal meetings, invoicing, coordination, and other related tasks.</i>	\$ 15,000	\$ 30,000
<i>Project Management Plan</i>	<i>This may be created for larger scale projects to define roles, communication protocols, and other logistics - but is not necessary.</i>	\$ -	\$ 5,000
<i>Staff Engagement</i>	<i>Recurring meetings with staff, progress report, and invoicing We typically recommend holding biweekly meetings throughout the project's duration. These can be shifted to monthly with more intentional milestone meetings.</i>	\$ 5,000	\$ 10,000
Project Background	<i>GIS and data collection, base map creation, existing plan reviews, schedule development, engagement approach</i>	\$ 15,000	\$ 25,000
Existing Conditions	<i>Development of baseline conditions, transportation analysis, and report section development</i>	\$ 15,000	\$ 30,000
Vision and Goals	<i>Peer community research (high-end), refinement, stakeholder workshop</i>	\$ 10,000	\$ 30,000
Technical Assessments			
<i>Land Use, Zoning, Urban Design</i>	<i>current land use patterns, zoning, potential development, and redevelopment sites</i>	\$ 10,000	\$ 30,000
<i>Transportation and Mobility</i>	<i>existing capacity of transportation facilities, adequacy of bike/ped networks, forecasting for growth, and missing links</i>	\$ 10,000	\$ 30,000
<i>Economic</i>	<i>Key industries, employment data, revenue sources</i>	\$ 10,000	\$ 30,000
<i>Natural Environment, Sustainability, Resilience</i>	<i>Natural resource assessment, resilience, sustainability</i>	\$ 10,000	\$ 30,000
<i>Community Facilities and Services</i>	<i>public facilities analysis, public services</i>	\$ 10,000	\$ 30,000
<i>Utility Infrastructure</i>	<i>Stormwater management, utilities capacity, upgrades, or modernizations</i>	\$ 10,000	\$ 30,000
<i>Housing</i>	<i>Current housing stock, population growth, and housing policies</i>	\$ 10,000	\$ 30,000
Community Engagement			
<i>Stakeholder Meetings</i>	<i>Necessary for both scales; costs would differ based on the number of meetings and participants. Would aim for 3-5.</i>	\$ 10,000	\$ 30,000
<i>Online engagement</i>	<i>This can range from online mapping tools(high-end), online surveys, project-specific website(high-end), and sharing materials on an existing website.</i>	\$ 5,000	\$ 15,000
<i>Public Meetings</i>	<i>Necessary for both scales; public meetings would range from a single meeting to about 3. Public meeting can be focused on information/analysis sharing (low-end) or be interactive to gather input on specific plan elements (high-end)</i>	\$ 30,000	\$ 60,000
<i>Pop-Up/Strategic Events</i>	<i>Included in high-end estimate, where we would strategically go to key community events or host pop-up events to disseminate information and get residents to engage in a survey</i>	\$ 15,000	\$ 30,000
Future Land Use Analysis/Growth Scenarios	<i>differing scenarios based on various future conditions and needs</i>	\$ 25,000	\$ 50,000
Comprehensive Plan Development		\$ 30,000	\$ 60,000
<i>Comprehensive Plan Adoption Process</i>		\$ 5,000	\$ 15,000
<i>Digital Interactive Comprehensive Plan</i>	<i>Story map or Similar Platform-based Digital Comprehensive Plan</i>	\$ -	\$ 35,000
Project Total		\$ 250,000	\$ 635,000

Catalytic Project Scoping	\$15,000-\$30,000	3	\$45,000-\$90,000	complete streets retrofits, flood mitigation, etc.) and are likely competitive in the federal landscape. We would be doing some initial line work on the layout and typical section side and polishing up w/ sleek visualization for public consumption. Effort intended to position and build momentum for projects that leverage desired planning outcomes.
Online Public Engagement Supplement	\$5,000-\$10,000	2	\$10,000-\$20,000	Supplementing in person public engagement with methods that are available in digital format. This could likely be handled in the base process to a limited degree, really just depends on the sophistication of methods used and effort to migrate in person public meeting content to digital platforms for engagement.
TOTAL			\$200,000-\$360,000	



Ben Crew

Director, Land Development

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main 540.772.9580

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balzer.cc

westwoodps.com

Please note this email address has changed. New email addresses for Balzer and Associates, a Westwood company, are now in effect. Emails sent to our previous addresses will be forwarded to the new ones. During our transition to Westwood Professional Services, you may receive emails from either address. Thank you for your understanding!

FY 2027-2031 CAPITAL PROJECT REQUEST

PROJECT TITLE	<u>Administrative Building & Updates</u>	PROJECT #	<u>-</u>
DEPARTMENT/ORGANIZATION	<u>Maintenance</u>	DATE	<u>11-7-2025</u>
DEPARTMENTAL PRIORITY	<u>-</u>	SUBMITTED	<u>M. Woodard</u>
REQUIRED BY FISCAL YEAR	<u>FY27</u>	POSITION	<u>Procurement & Contracts Div. Mngr.</u>
		MEETS BOARD GOAL	<u>-</u>

PROJECT DESCRIPTION

Replacing the flooring in the hallways, bathrooms, and select offices. Replacing the breakroom cabinets/countertops. Replacing the bathroom partitions.

JUSTIFICATION

The flooring in the administration building are in bad shape. The bathroom's partitions need to be replaced to provide privacy due to the large cracks in the door frames. The kitchen cabinets/countertops need to be updated.

ALTERNATIVES TO REQUESTED PROJECT OR COST/HARM TO COUNTY OF DOING NOTHING

The floors will continue to diminish, the bathroom partitions have cracks in them that will not allow for full privacy.

SOURCE(S) AND DATE(S) OF ESTIMATED

Piedmont Flooring, Partition Plus, Taylor Brothers; October 2024

Project Costs

	FY 27-28	FY 28-29	FY 29-30	FY 30-31	FY 31-32	Beyond 2032	Total
Prelim Design/Plans							\$ -
Engineering/Arch Serv							\$ -
Land Acquisition							\$ -
Site Prep							\$ -
Construction	\$ 89,250						\$ 89,250
Heavy Equipment							\$ -
Light Equipment/Furniture							\$ -
Hardware/Software							\$ -
Total Capital Cost Est.	\$ 89,250						\$ 89,250
Total Operating Impact Est	\$ -						\$ -
Total Expenditure	\$ 89,250						\$ 89,250

Funding Sources

	FY 27-28	FY 28-29	FY 29-30	FY 30-31	FY 31-32	Beyond 2032	Total
Local funds	\$ 89,250						\$ 89,250
Total Financing	\$ 89,250						\$ 89,250

FY 2027-2031 CAPITAL PROJECT REQUEST

PROJECT TITLE <u>Health Department Renovation</u>	PROJECT # <u>-</u>
DEPARTMENT/ORGANIZATION <u>County Administration</u>	DATE <u>11-7-2025</u>
DEPARTMENTAL PRIORITY <u>-</u>	SUBMITTED <u>M. Woodard</u>
REQUIRED BY FISCAL YEAR <u>FY27</u>	POSITION <u>Procurement & Contracts Div. Mngr.</u>
	MEETS BOARD GOAL <u>-</u>

PROJECT DESCRIPTION

Renovate part of the Health Department to accommodate the Registrar's Office.

JUSTIFICATION

The public has to go through the Courthouse securities to get to the Registrar's Office. The Health Department would provide a separate entrance for the public to have access to the Registrar's Office.

ALTERNATIVES TO REQUESTED PROJECT OR COST/HARM TO COUNTY OF DOING NOTHING

The Registrar's Office would remain at the Amherst County Courthouse.

SOURCE(S) AND DATE(S) OF ESTIMATED

Hurt & Proffitt - September 2025

Project Costs

	FY 27-28	FY 28-29	FY 29-30	FY 30-31	FY 31-32	Beyond 2032	Total
Prelim Design/Plans							\$ -
Engineering/Arch Serv	\$ 50,000						\$ 50,000
Land Acquisition							\$ -
Site Prep							\$ -
Construction	\$ 572,500						\$ 572,500
Heavy Equipment							\$ -
Light Equipment/Furniture							\$ -
Hardware/Software							\$ -
Total Capital Cost Est.	\$ 622,500						\$ 622,500
Total Operating Impact Est							\$ -
Total Expenditure	\$ 622,500						\$ 622,500

Funding Sources

	FY 27-28	FY 28-29	FY 29-30	FY 30-31	FY 31-32	Beyond 2032	Total
Local funds	\$ 622,500						\$ 622,500
Total Financing	\$ 622,500						\$ 622,500

FY 2027-2031 CAPITAL PROJECT REQUEST

PROJECT TITLE <u>Administration Parking Lot & Adjacent Lots</u>	PROJECT # <u>-</u>
DEPARTMENT/ORGANIZATION <u>Maintenance</u>	DATE <u>11-7-2025</u>
DEPARTMENTAL PRIORITY <u>-</u>	SUBMITTED <u>M. Woodard</u>
REQUIRED BY FISCAL YEAR <u>FY27</u>	POSITION <u>Procurement & Contracts Div. Mngr.</u>
	MEETS BOARD GOAL <u>-</u>

PROJECT DESCRIPTION

Paving the administration parking lot, adjacent gravel lots, access road to the parsonage, and parsonage gravel lot.

JUSTIFICATION

The asphalt parking lot for the administration building is cracking and needs to be milled and repaved. The adjacent gravel lot has been utilized by more County staff and serves as day-to-day parking and overflow parking. The access road and parsonage parking lot is utilized by County staff. These upgrades would provide better and safer parking options for County Staff.

ALTERNATIVES TO REQUESTED PROJECT OR COST/HARM TO COUNTY OF DOING NOTHING

Not paving the administration parking lot will allow conditions to worsen. Not paving the gravel lots and access road will increase the time it takes to clear snow/ice during inclement weather and limit parking options for County staff.

SOURCE(S) AND DATE(S) OF ESTIMATED

Boxley, October 2023

Project Costs

	FY 26-27	FY 28-29	FY 29-30	FY 30-31	FY 31-32	Beyond 2032	Total
Prelim Design/Plans							\$ -
Engineering/Arch Serv							\$ -
Land Acquisition							\$ -
Site Prep							\$ -
Construction	\$ 198,000						\$ 198,000
Heavy Equipment							\$ -
Light Equipment/Furniture							\$ -
Hardware/Software							\$ -
Total Capital Cost Est.	\$ 198,000						\$ 198,000
Total Operating Impact Est							\$ -
Total Expenditure	\$ 198,000						\$ 198,000

Funding Sources

	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	Beyond 2030	Total
Local funds	\$ 198,000						\$ 198,000
Total Financing	\$ 198,000						\$ 198,000

FY 2027-2031 CAPITAL PROJECT REQUEST

PROJECT TITLE <u>Learning Lane Paving</u>	PROJECT # <u>-</u>
DEPARTMENT/ORGANIZATION <u>Maintenance</u>	DATE <u>11-7-2025</u>
DEPARTMENTAL PRIORITY <u>-</u>	SUBMITTED <u>M. Woodard</u>
REQUIRED BY FISCAL YEAR <u>FY27</u>	POSITION <u>Procurement & Contracts Div. Mngr.</u>
	MEETS BOARD GOAL <u>-</u>

PROJECT DESCRIPTION

Applying crack sealant and latex modified emulsion to the two roads (Second section of Learning Lane and Gabrielle Lane) and cul da sac adjacent to Madison Heights Elementary School.

JUSTIFICATION

In the 1990's the original developer tried to put these two roads into the state system. The first part of Learning Lane was not yet a state road and therefore these two roads and cul da sac were not able to be put into the state system. The first part of Learning Lane is not a state road, and these roads need these modifications before VDOT will put them into the state system. Once in the state system, it will be the states responsibility to maintain the roads and not the County.

ALTERNATIVES TO REQUESTED PROJECT OR COST/HARM TO COUNTY OF DOING NOTHING

If we do not complete this project, the roads will continue to deteriorate, and we will continue to be out of compliance with VDOT. Also, since they are not in the state system the County will be responsible for maintaining and clearing them.

SOURCE(S) AND DATE(S) OF ESTIMATED

Boxley, October 2023

Project Costs

	FY 26-27	FY 28-29	FY 29-30	FY 30-31	FY 31-32	Beyond 2032	Total
Prelim Design/Plans							\$ -
Engineering/Arch Serv							\$ -
Land Acquisition							\$ -
Site Prep							\$ -
Construction	\$ 55,000						\$ 55,000
Heavy Equipment							\$ -
Light Equipment/Furniture							\$ -
Hardware/Software							\$ -
Total Capital Cost Est.	\$ 55,000						\$ 55,000
Total Operating Impact Est							\$ -
Total Expenditure	\$ 55,000						\$ 55,000

Funding Sources

	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	Beyond 2030	Total
Local funds	\$ 55,000						\$ 55,000
Total Financing	\$ 55,000						
							\$ 55,000

FY 2027-2031 CAPITAL PROJECT REQUEST

PROJECT TITLE <u>Courthouse Security Updates</u>	PROJECT # <u>-</u>
DEPARTMENT/ORGANIZATION <u>County Admin/Courthouse</u>	DATE <u>11-7-2025</u>
DEPARTMENTAL PRIORITY <u>-</u>	SUBMITTED <u>M. Woodard</u>
REQUIRED BY FISCAL YEAR <u>FY26</u>	POSITION <u>Procurement & Contracts Div. Mngr.</u>
	MEETS BOARD GOAL <u>-</u>

PROJECT DESCRIPTION

The Courthouse security updates would include additional panic buttons in the Circuit Court Clerk's office the General District Court Clerk's office and the courtroom, an additional camera in the vestibule outside the General District Court Clerk's office and the Circuit Court Clerk's office, a telephone intercom in the General District Court Clerk's office, and replacement of lobby monitors.

JUSTIFICATION

The additional panic buttons would allow for more employees to have access to alert the Sheriff's office is a threat were to be present, additional cameras would provide more viewpoints in blind spot areas. The intercom would allow the General District Court to buzz people into itself the office from her desk. The additional lobby monitors would replace smaller monitors to allow Deputies to view the screens with the additional camera views.

ALTERNATIVES TO REQUESTED PROJECT OR COST/HARM TO COUNTY OF DOING NOTHING

The General District and the Circuit Court Clerk's waiting areas will not have cameras for the Deputies to monitor in case a threat arises. There will be limited panic buttons available to staff. The Deputies will not be able to properly monitor the amount of screens if they are not upgraded.

SOURCE(S) AND DATE(S) OF ESTIMATED

Hudson Payne, 9-12-24

Project Costs

	FY 26-27
Equipment Costs	\$ 37,000
Professional Services	
Construction	
Salaries	
Benefits	
Total Capital Cost Est.	\$ 37,000
Total Operating Impact Est	
Total Expenditure	\$ 37,000
Funding Sources	
	FY 25-26
Local funds	\$ 37,000
Total Financing	\$ 37,000

FY 2027-2031 CAPITAL PROJECT REQUEST

PROJECT TITLE <u>Utility Body</u>	PROJECT # <u>4</u>
DEPARTMENT/ORGANIZATION <u>Maintenance</u>	DATE <u>11-1-2025</u>
DEPARTMENTAL PRIORITY <u>4</u>	SUBMITTED <u>Phillip Wilkerson</u>
REQUIRED BY FISCAL YEAR <u>FY27</u>	POSITION <u>Maintenance Supervisor</u>
	MEETS BOARD GOAL <u>-</u>

PROJECT DESCRIPTION

Utility bed for maintenance truck

JUSTIFICATION

Older maintenance trucks just have boxes on the beds creating insufficient storage. The addition of utility beds creates more storage which would minimize time and fuel waste caused by additional trips and allow for an increase in production times.

ALTERNATIVES TO REQUESTED PROJECT OR COST/HARM TO COUNTY OF DOING NOTHING

Costs of projects are higher by not having materials on site with us.

SOURCE(S) AND DATE(S) OF ESTIMATED

Lawrence Trailer & Equipment 10-2-2025

Project Costs

	FY 27-28	FY 28-29	FY 29-30	FY 30-31	FY 31-32	Beyond 2032	Total
Prelim Design/Plans							\$ -
Engineering/Arch Serv							\$ -
Land Acquisition							\$ -
Site Prep							\$ -
Construction							\$ -
Heavy Equipment	\$ 20,000						\$ 20,000
Light Equipment/Furniture							\$ -
Hardware/Software							\$ -
Total Capital Cost Est.	\$ 20,000						\$ 20,000
Total Operating Impact Est							\$ -
Total Expenditure	\$ 20,000						\$ 20,000

Funding Sources

	FY 27-28	FY 28-29	FY 29-30	FY 30-31	FY 31-32	Beyond 2032	Total
Local funds	\$ 20,000						\$ 20,000
Total Financing	\$ 20,000						\$ 20,000

FY 2027-2031 CAPITAL PROJECT REQUEST

PROJECT TITLE <u>Amherst Library Paint</u>	PROJECT # <u>3</u>
DEPARTMENT/ORGANIZATION <u>Maintenance</u>	DATE <u>11-1-2025</u>
DEPARTMENTAL PRIORITY <u>3</u>	SUBMITTED <u>Phillip Wilkerson</u>
REQUIRED BY FISCAL YEAR <u>FY27</u>	POSITION <u>Maintenance Supervisor</u>
	MEETS BOARD GOAL <u>-</u>

PROJECT DESCRIPTION

Painting of Amherst Library

JUSTIFICATION

A lot of the paint on the outside of the library is peeling off and there is rotten wood in locations from roof leaks that have since been repaired. Due to the damage caused by the rotting wood, the wood needs replacing and painting needs to occur both inside and outside of the building to bring the aesthetic of the building to quality standards.

ALTERNATIVES TO REQUESTED PROJECT OR COST/HARM TO COUNTY OF DOING NOTHING

The rooting wood will continue to deteriorate and the paint will continue to peel, diminishing the aesthetic quality of the building.

SOURCE(S) AND DATE(S) OF ESTIMATED

Sherwin-Williams 10-2-25

Project Costs

	FY 27-28	FY 28-29	FY 29-30	FY 30-31	FY 31-32	Beyond 2032	Total
Prelim Design/Plans							\$ -
Engineering/Arch Serv							\$ -
Land Acquisition							\$ -
Site Prep							\$ -
Construction	\$ 95,000						\$ 95,000
Heavy Equipment							\$ -
Light Equipment/Furniture							\$ -
Hardware/Software							\$ -
Total Capital Cost Est.	\$ 95,000						\$ 95,000
Total Operating Impact Est	\$ -						\$ -
Total Expenditure	\$ 95,000						\$ 95,000

Funding Sources

	FY 27-28	FY 28-29	FY 29-30	FY 30-31	FY 31-32	Beyond 2032	Total
Local funds	\$ 95,000						\$ 95,000
Total Financing	\$ 95,000						\$ 95,000

FY 2027-2031 CAPITAL PROJECT REQUEST

PROJECT TITLE <u>Monroe Roof Replacement</u>	PROJECT # <u>2</u>
DEPARTMENT/ORGANIZATION <u>Maintenance</u>	DATE <u>11-1-2025</u>
DEPARTMENTAL PRIORITY <u>2</u>	SUBMITTED <u>Phillip Wilkerson</u>
REQUIRED BY FISCAL YEAR <u>FY27</u>	POSITION <u>Maintenance Supervisor</u>
MEETS BOARD GOAL <u>-</u>	

PROJECT DESCRIPTION

Replacement of flat roof on Monroe Building

JUSTIFICATION

The primary part of the Monroe Building has active leaks that we are currently working through repairing. As repairs have been made it has been brought to our attention that there are actually two roofs on the Monroe Building - both are in a state of disrepair and in dire need of replacement due to age and condition.

ALTERNATIVES TO REQUESTED PROJECT OR COST/HARM TO COUNTY OF DOING NOTHING

The roofs will continue to deteriorate compounding in damage within the building due to the ongoing leaking.

SOURCE(S) AND DATE(S) OF ESTIMATED

Tremco 9-20-25

Project Costs

	FY 27-28	FY 28-29	FY 29-30	FY 30-31	FY 31-32	Beyond 2032	Total
Prelim Design/Plans							\$ -
Engineering/Arch Serv							\$ -
Land Acquisition							\$ -
Site Prep							\$ -
Construction	\$ 360,000						\$ 360,000
Heavy Equipment							\$ -
Light Equipment/Furniture							\$ -
Hardware/Software							\$ -
Total Capital Cost Est.	\$ 360,000						\$ 360,000
Total Operating Impact Est	\$ -						\$ -
Total Expenditure	\$ 360,000						\$ 360,000

Funding Sources

	FY 27-28	FY 28-29	FY 29-30	FY 30-31	FY 31-32	Beyond 2032	Total
Local funds							\$ 360,000
Total Financing							\$ 360,000

FY 2027-2031 CAPITAL PROJECT REQUEST

PROJECT TITLE <u>Goodwin Building HVAC</u>	PROJECT # <u>1</u>
DEPARTMENT/ORGANIZATION <u>Maintenance</u>	DATE <u>11-1-2025</u>
DEPARTMENTAL PRIORITY <u>1</u>	SUBMITTED <u>Phillip Wilkerson</u>
REQUIRED BY FISCAL YEAR <u>FY27</u>	POSITION <u>Maintenance Supervisor</u>
	MEETS BOARD GOAL <u>-</u>

PROJECT DESCRIPTION

Replacement of HVAC for all of the Goodwin Building

JUSTIFICATION

All HVAC equipment in the Goodwin Building were installed at the same time, it has since been discontinued and parts are almost impossible to find. The equipment is over 15 years old and are in much need of replacement.

ALTERNATIVES TO REQUESTED PROJECT OR COST/HARM TO COUNTY OF DOING NOTHING

The lake of proper temperature control within the building will continue to cause damage to the building over time.

SOURCE(S) AND DATE(S) OF ESTIMATED

Southern Air 10/17/25

Project Costs

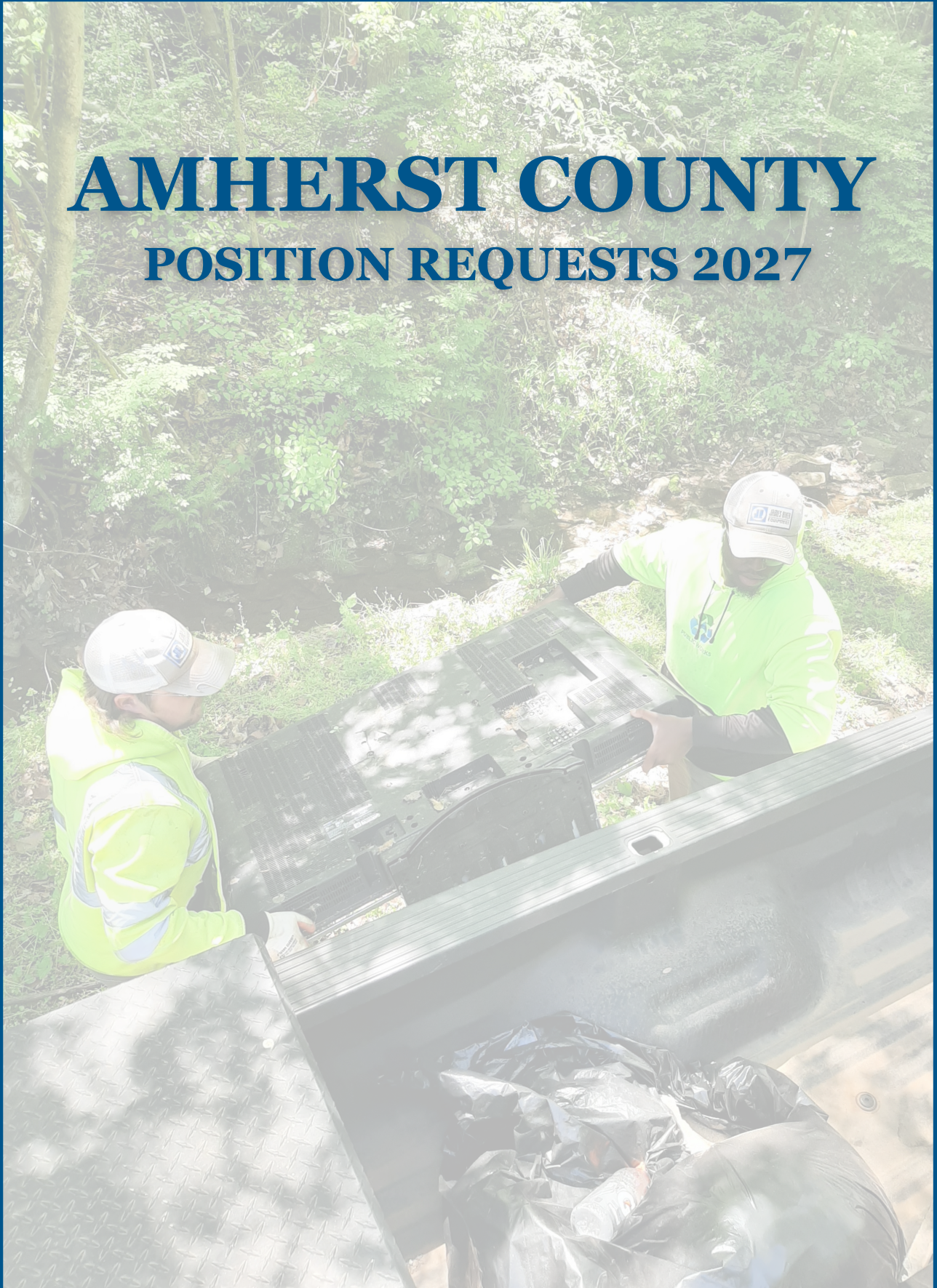
	FY 27-28	FY 28-29	FY 29-30	FY 30-31	FY 31-32	Beyond 2032	Total
Prelim Design/Plans							\$ -
Engineering/Arch Serv							\$ -
Land Acquisition							\$ -
Site Prep							\$ -
Construction	\$ 300,000						\$ 300,000
Heavy Equipment							\$ -
Light Equipment/Furniture							\$ -
Hardware/Software							\$ -
Total Capital Cost Est.	\$ 300,000						\$ 300,000
Total Operating Impact Est	\$ -						\$ -
Total Expenditure	\$ 300,000						\$ 300,000

Funding Sources

	FY 27-28	FY 28-29	FY 29-30	FY 30-31	FY 31-32	Beyond 2032	Total
Local funds							\$ 300,000
Total Financing							\$ 300,000

AMHERST COUNTY

POSITION REQUESTS 2027



FY 2027 POSITION REQUEST FORM

POSITION TITLE	Deputy Clerk Record Room
DEPARTMENT	Amherst Circuit Court Clerk's Office
DATE	10/14/2025
SUBMITTED BY	Deborah Coffey Mozingo
POSITION	Clerk of Court

POSITION INFORMATION

Requesting a full-time Deputy Clerk for the record room.

JUSTIFICATION

Foremost, I ran to serve the citizens of Amherst County in every way possible and I feel as if I am unable to provide the best service because I do not have a Deputy Clerk in the record room to continue to help the citizens since 2020. In order to research documents for plats, deeds, marriage license, divorce documents and more, it is imperative that a Deputy Clerk for the Record Room is added to the staffing metric. Many surveyors and attorneys are now sending their clients to do research without any guidance on how to find needed documents, so we are needed to facilitate their search as well. Books are being destroyed from being dropped, pages being ripped, pages being cut or other poor handling of the books by unsupervised individuals. The County still maintains original documents from 1761, except for what has been sent to the State Library for safe keeping. Book bindings are being replaced annually due to poor handling which is highly costly to the County (\$ 2,335.25 for 15 bindings). We do not have the staff to properly maintain the daily operations and needs of the Records Room as is - if an individual from the front office is sick or on vacation, we are left severely short-handed and unable to perform our duties to best serve the needs of the citizens.

SOURCES OF ESTIMATES

-

Project Costs	
Equipment Costs	\$0.00
Professional Services	\$0.00
Construction	\$0.00
Salaries	\$40,000.00
Benefits	\$0.00
Total Capital Cost Est.	\$40,000.00
Total Operating Impact Est	\$0.00
Total Expenditure	\$40,000.00
Funding Sources	
Local funds	\$0.00
	\$0.00
	\$0.00
	\$0.00
Total Financing	

FY 2027 POSITION REQUEST FORM

POSITION TITLE	Two Grounds Techs
DEPARTMENT	Public Works
DATE	10/16/2025
SUBMITTED BY	Jeremy Lombardo
POSITION	Director of Public Works

POSITION INFORMATION

The Grounds Division of Public Works continues to take on more time-consuming tasks, necessitating additional personnel as their roles are the services provided expand.

JUSTIFICATION

As requirements, tasks, and the number of properties-maintained grow, the Grounds Crew needs to expand to keep up with the additional workload required. Over the past 6 years more than two dozen additional tasks and properties have been placed on the Grounds Crew. This is unsustainable with the current personnel allocated. This request is for two grounds technicians, truck with dump body, snowplow, and spreader with a 24' enclosed trailer.

Grounds Crew schedule on subsequent page(s).

SOURCES OF ESTIMATES

Colonial Ford, H&H Farm Supply - October 2025

Personnel: Existing grounds tech salaries time 2 individuals plus a 32% multiplier for benefits

Project Costs	
Equipment Costs	\$152,000
Professional Services	-
Construction	-
Salaries	\$75,000
Benefits	\$24,000
Total Capital Cost Est.	\$251,000
Total Operating Impact Est	\$99,000
Total Expenditure	\$350,000
Funding Sources	
Local funds	\$346,000
Total Financing	\$346,000

<i>Location</i>	<i>Schedule</i>	<i>Notes</i>
Admin Building	Monday	Including flower beds & recycled materials
Parsonage	Monday	
Maintenance Building	Monday	
Court House	Monday	Including flower beds
Treasurers Office	Monday	
Sheriff's Office	Monday	
Public Safety Office	Monday	
Mountain View Dr.	Monday	
Train Depot	Monday	
Train Depot (Pond)	As Needed	Clearing our weeds & overgrowth
Town of Amherst Library	Monday	Flower beds & mulching
Monican Park	Tuesday	
Monican Park (Playground)	Tuesday	Weeding & remulching
Monican Park (Waste & Recyclables)	2x a week	
Industrail Park	Tuesday	Mulching flower beds
Industrail Park (Bushhogging)	Yearly	
Industrial Park (New Building)	Tuesday	Mulching flower beds
60 East CC	Tuesday	
Dodd's Store CC	Tuesday	Mulching
Pedlar CC	Tuesday	
Boxwood Farm CC	Tuesday	
Warrick barn CC	Tuesday	
Coolwell Park	Wednesday	Required whole crew
Coolwell Park (Softball Field)	Wednesday	
Coolwell Park (Playground)	Wednesday	Mulching & weeding
Coolwell Park (Waste & Recyclables)	2x a week	
Coolwell CC	Wednesday	
Coolwell CC (Pond)	As Needed	
Animal Shelter	Wednesday	
Parks & Rec Monroe Center	Wednesday	Including flower beds
Parks & Rec Monroe Center (Softball Field)	Wednesday	
Mill Creek	Thursday	
Mill Creek (Beach)	Thursday	
Mill Creek (Dam)	Yearly	Sub out until 2021
Mill Creek (Restroom)	2x a week	
Mill Creek (Playground)	Thursday	Mulching & weeding
Mill Creek (Waste & Recyclables)	2x a week	
Stonehouse	Thursday	
Stonehouse (Dam)	Yearly	
Stonehouse (Playground)	Thursday	Mulching & weeding
Stonehouse (Waste & Recyclables)	2x a week	
Thrashers	Thursday	
Thrashers (Dam)	Yearly	
Thrashers (Playground)	Thursday	Mulching & weeding
Thrashers (Restroom)	Weekly	
Thrashers (Waste & Recyclables)	2x a week	
James River Trail	Thursday	
James River Trail (Waste & Recyclables)	2x a week	
Sara Lu Trail	Thursday	
Rivers Edge Park	Thursday	
Rivers Edge Park (Playground)	Thursday	Mulching & weeding
Rivers Edge Park (Waste & Recyclables)	2x a week	
Rivers Edge Park (Bushhogging)	2x a year	Cutting river banks
Rose's Mill Trail	Thursday	
Rose's Mill Trail (Spill Way)	As Needed	Two pipes need attention after heavy rains
Rose's Mill Trail (Bushhogging)	Yearly	1-2 times a year cutting trees after storms
Rose's Mill Trail (Waste & Recyclables)	2x a week	
Rose's Mill Trails (Restroom)	Weekly	
Landfill	As Needed	
Old Landfill	As Needed	
Seminole Park	Thursday	
Seminole Park (Restroom)	Weekly	
Seminole Park (Playground)	As Needed	
Seminole Park (Waste & Recyclables)	2x a week	
7 Entryway Signs	As Needed	
Code Enforcement	As Needed	
Madison Heights Library	As Needed	
29 Corridor	Daily	
Amherst Fair Grounds	2 Weeks before Fair	Bushhogging, pipe in ditches, cutting & helping set-up & take down
Work Orders	As Needed	Including picking up bulk items to bring to landfill

FY 2027 POSITION REQUEST FORM

POSITION TITLE	Maintenance Tech
DEPARTMENT	Public Works
DATE	10/16/2025
SUBMITTED BY	Jeremy Lombardo
POSITION	Director of Public Works

POSITION INFORMATION

Public Works currently has a single mechanic to maintain over 100 pieces of equipment and requires assistance.

JUSTIFICATION

The mechanic in Public Works is tasked with maintaining over 100 pieces of equipment, both on-site at the landfill, transfer station, and six sites, along with road maintenance for trucks and the grounds crew. In addition, he fills in when the Transfer Station is short-staffed. This is a lot to ask for a single employee, especially if he is out of work due to vacations or sick time. This request is for another mechanic to serve as needed, performing the same task as the existing mechanic, doubling the person able to work on all equipment. For reference, the Amherst bus garage employs 4 mechanics for 100 pieces of equipment. List of all assets to be maintained on subsequent page(s).

SOURCES OF ESTIMATES

Salary estimate plus 32% multiplier for benefits.

Project Costs	
Equipment Costs	\$152,000
Professional Services	-
Construction	-
Salaries	\$50,000
Benefits	\$16,000
Total Capital Cost Est.	\$66,000
Total Operating Impact Est	\$-
Total Expenditure	\$66,000
Funding Sources	
Local funds	\$66,000
Total Financing	\$66,000

County Assets to be Maintained

Chevy Pick-Up w/ Fuel Tank	Aljon Compactor	3 Blowers
Chevy Colorado	973 Loader	8 Weedeaters
Mechanic's Truck	963 Loader	3 Pole Saws
Dump Truck	D-6 Dozer	Laser Level Ballpark Machine
2 Road Tractors	Articulating Truck	23 Compactor @ 6 Sites
3 Roll-off Trucks	2 Excavators	Bulk & Recycling Cans
2 Water Trucks	2 Leachate Trailers	
Lowboy Trailer	2 Leachate Pumps	
Jonboat	Mini-Excavator	
Rubber Tire Loader	3 24' Enclosed Trailers	
2 Walking Floor Trailers	16' Enclosed Trailer	
2 Skidsteers	John Deere 12' Bushhog	
F250 w/ Plow & Spreader	John Deere w/ Side Cutter	
2 Ford Explorers	Kubota Boom Axe Tractor	
Single Cab w/ Plow & Spreader	Kubota Standon Mower	
2 Dump Body w/ Plow & Spreader	8 John Deere 0-Turns	
Tilt Bed Trailer	5 Chain Saws	

FY 2027 POSITION REQUEST FORM

POSITION TITLE	Tourism Specialist
DEPARTMENT	County Administration
DATE	11/6/2025
SUBMITTED BY	Jeremy Bryant, Tracie Morgan, Randal Nixon
POSITION	County Administrator, Finance Director, Recreation & Tourism Director

POSITION INFORMATION

The Recreation & Tourism Department is seeking to add a Tourism Specialist to its staff.

JUSTIFICATION

According to State Code, \$101,000.00 of the received lodging tax is allocated to Tourism within the locality. Currently, Amherst County provides \$50,000.00 to the Chamber to provide staffing for the visitor center and the other portion goes towards marketing. After much deliberation and consideration, it is believed that those funds could be better utilized by reallocating the funding provided to the chamber to invest in a Tourism Specialist. County Administration have identified an employee internally to who will maintain their current duties within their role as well as take on the additional duties of the Tourism Specialist to better market Amherst County. This will be a reallocation of funds already expensed annually with the \$50,000.00 being split between a salary increase and additional funding towards marketing measures.

SOURCES OF ESTIMATES

-

Project Costs	
Equipment Costs	-
Professional Services	-
Construction	-
Salaries	\$20,000.00
Benefits	\$5,000.00
Total Capital Cost Est.	\$25,000.00
Total Operating Impact Est	\$-
Total Expenditure	\$25,000.00
Funding Sources	
Local funds	\$25,000
Total Financing	\$25,000

FY 2027 POSITION REQUEST FORM

POSITION TITLE	DSS Family Services Specialist
DEPARTMENT	Social Services
DATE	10/17/2025
SUBMITTED BY	Robin McFadden/Jason Meador
POSITION	Assistant Director/Director

POSITION INFORMATION

Amherst County DSS requests funding for one additional Family Services Specialist to join the Adult Services & Adult Protective Services (APS) unit. This position will conduct investigations and ensure essential services for the County's most vulnerable adults. Given the generic occupational title, this role can also provide support across other program areas such as foster care, adoption, child protective services, and in-home prevention.

JUSTIFICATION

The County's elderly population is rapidly growing and projected to increase significantly over the next five years, driving higher demand for Adult Protective Services. The APS unit currently operates with only two staff members and is experiencing a surge in case volume and complexity. Additionally, stricter state documentation requirements increase the workload and risk of staff burnout. Without additional personnel, timely and effective service delivery is jeopardized, along with compliance with state mandates. Adding this position is critical to maintain quality care, provide adequate coverage for staff absences, and meet growing community needs.

SOURCES OF ESTIMATES

Agency dashboard includes data from 2018 through 2025. (Updated from last years request)
Current costs for staff and operations.

Project Costs	
Equipment Costs	-
Professional Services	-
Construction	-
Salaries	\$62,000
Benefits	\$22,00
Total Capital Cost Est.	\$84,000
Total Operating Impact Est	\$-
Total Expenditure	\$84,000
Funding Sources	
Local funds	\$55,440
Pass-Thru Revenue (Federal Funds)	\$28,560
Total Financing	\$84,000

FY 2027 POSITION REQUEST FORM

POSITION TITLE	DSS Benefit Programs Specialist
DEPARTMENT	Social Services
DATE	10/17/2025
SUBMITTED BY	Robin McFadden/Jason Meador
POSITION	Assistant Director/Director

POSITION INFORMATION

Amherst County DSS is requesting funding for one additional full-time Benefit Programs Specialist to support the increased workload related to federal changes in Medicaid and SNAP programs. This position will manage eligibility redeterminations, compliance and quality control efforts required under new federal mandates. The role will handle both Medicaid and SNAP cases to ensure timely, accurate processing and minimize errors.

JUSTIFICATION

Recent federal policy changes under H.R.1 will double Medicaid expansion eligibility redeterminations and introduce new work and community engagement verification requirements. SNAP will face stricter eligibility rules, expanded work requirements, and increased accountability tied to payment error rates. These changes increase case complexity, administrative tasks, and staff training needs. Without additional staff, our department risks processing delays, higher error rates, increased financial penalties, and staff burnout, ultimately impacting service delivery to vulnerable populations. Adding this position is essential to maintain compliance, reduce costly errors, and sustain program integrity.

SOURCES OF ESTIMATES

Current costs for staff and operations.

Project Costs	
Equipment Costs	-
Professional Services	-
Construction	-
Salaries	\$50,000
Benefits	\$20,000
Total Capital Cost Est.	\$70,000
Total Operating Impact Est	\$-
Total Expenditure	\$70,000
Funding Sources	
Local funds	\$46,200
Pass-Thru Revenue (Federal Funds)	\$23,800
Total Financing	\$70,000

FY 2027 POSITION REQUEST FORM

POSITION TITLE	Code Enforcement Officer
DEPARTMENT	Community Development
DATE	10/20/2025
SUBMITTED BY	S. Tyler Creasy
POSITION	Director of Community Development

POSITION INFORMATION

The code enforcement officer would work directly under the Director of Community Development and work in conjunction with the Sheriff's office and public works on building, zoning, environmental and miscellaneous code enforcement cases. This cost estimate does include the purchase of a County Vehicle for this position.

JUSTIFICATION

The Office of Community Development serves as the intake for all code enforcement requests. This includes property maintenance, inoperable vehicles, weeds, trash, rubbish, zoning, and environmental cases. The Sheriff's Office currently has one position strictly for code enforcement. The Office of Community Development and the code enforcement officer meet weekly to perform inspections and enforcement on the numerous complaints. This position will help supplement our office's commitment to providing a vibrant and healthy community for all.

Year:	# of Code Enforcement Cases
2022	199
2023	195
2024	162

SOURCES OF ESTIMATES

Zoning Inspector 1 - \$47,110 - \$60,255 (Suffolk County)

Project Costs	
Equipment Costs	\$31,000
Professional Services	-
Construction	-
Salaries	\$55,000
Benefits	\$18,864
Total Capital Cost Est.	\$104,864
Total Operating Impact Est	\$-
Total Expenditure	\$104,864
Funding Sources	
Local funds	\$104,864
Total Financing	\$104,864

FY 2027 POSITION REQUEST FORM

POSITION TITLE Building/Environmental Plan Reviewer

DEPARTMENT Community Development

DATE 10/20/2025

SUBMITTED BY S. Tyler Creasy

POSITION Director of Community Development

POSITION INFORMATION

The Building/Environmental Plan Reviewer will work directly under the Director of Community Development. This position will complete complex reviews of residential and building plan reviews and review all erosion and sediment control plans.

JUSTIFICATION

The growth of the Madison Heights area and Amherst County in general has increased the need for a plans reviewer to be housed in the office of Community Development. This position would help serve Community Development by conducting environmental and building plan reviews and answering code questions for the public. Requirements of the position would necessitate a higher salary.

Year:	# of Building Plan	Year:	# of Erosion & Sediment Control Plan
2022	Reviews: 433	2022	Reviews: 1
2023	409	2023	4
2024	445	2024	11

SOURCES OF ESTIMATES

Deputy Building Official - Gloucester County

Project Costs	
Equipment Costs	-
Professional Services	-
Construction	-
Salaries	\$71,000
Benefits	\$18,864
Total Capital Cost Est.	\$89,864
Total Operating Impact Est	\$-
Total Expenditure	\$89,864
Funding Sources	
Local funds	\$89,864
Total Financing	\$89.864

FY 2027 POSITION REQUEST FORM

POSITION TITLE	Maintenance Level 1
DEPARTMENT	Maintenance/Community Development
DATE	10/20/2025
SUBMITTED BY	Phillip Wilkerson/S. Tyler Creasy
POSITION	Maintenance Supervisor/Director of Community Development

POSITION INFORMATION

This position performs semi-skilled work maintaining and repairing buildings, facilities, grounds, and relates work as apparent or assigned. Work is performed under the supervision of the Maintenance Supervisor. This request includes the cost estimates for a truck and necessary tools to outfit the truck accordingly.

JUSTIFICATION

To date (10-20-25), maintenance has responded to 1,050 work orders for the 2025 calendar year. A maintenance work order can vary from installing batteries in a smoke detector to fixing a waterline leak. The maintenance division is comprised of three employees and is in charge of maintaining 32 County buildings, six convenience centers, six County parks, and two County trails. The maintenance division also regularly takes on and completes County projects. This has proven to be an excellent way for many County Departments to save money from contracting out services:

Project:	Quoted \$:	Completed \$:	Savings \$:
Monroe Waterline Replacement	\$6,000	\$2,197.29	\$3,802.71
Amherst Fire & EMS Sewer Line Replacement	\$13,000	\$1,251.97	\$11,748.03

SOURCES OF ESTIMATES

-

Project Costs	
Equipment Costs	\$110,000
Professional Services	-
Construction	-
Salaries	\$49,376
Benefits	\$18,864
Total Capital Cost Est.	\$178,240
Total Operating Impact Est	\$-
Total Expenditure	\$178,240
Funding Sources	
Local funds	\$178,240
Total Financing	\$178,240

FY 2027 POSITION REQUEST FORM

POSITION TITLE	Fifth Medic Unit
DEPARTMENT	Fire & EMS
DATE	10/17/2025
SUBMITTED BY	Benjamin Bond
POSITION	EMS/Operations Division Chief

POSITION INFORMATION

Fire & EMS is requesting twelve (12) new positions to staff a fifth (5th) Medic Unit 24/7/365, and an additional person on each shift to help reduce overtime, cover for sick leave, vacation, and military leave.

JUSTIFICATION

In September 2024, Amherst County placed a fourth medic unit in service. This strategic addition significantly improved emergency medical response performance across the county. Notably, it resulted in a more than 40% reduction in the number of calls with response times exceeding 20 minutes, demonstrating clear value in increased system capacity.

Despite this improvement, response times remain a concern. From September 1, 2024, to August 31, 2025, over 1,500 medical calls recorded response times greater than 13 minutes, a threshold at which patient outcomes can begin to be adversely affected, particularly in high-acuity emergencies. While geography plays a role in some delays—especially in the county's more remote or rural areas—many extended response times are directly attributed to ambulance availability and travel distance.

A critical indicator of strain on the current EMS system is the number of responses from outside the county. During the same 12-month period, there were approximately 140 instances where no Amherst County units were available, requiring our ambulances to respond from Lynchburg General Hospital.

As call volume continues to rise due to population growth, increased medical needs, and overlapping calls, the current number of staffed ambulances is no longer sufficient to reliably meet community needs. The addition of a fifth ambulance unit would:

Further reduce response times across the county.

Enhance patient outcomes by ensuring faster access to care during critical emergencies.

Improve workload distribution among current EMS personnel, supporting long-term staffing sustainability and morale.

The data clearly supports that while the fourth unit brought measurable improvement, gaps in timely EMS coverage remain. A fifth medic unit is a necessary next step to ensure all residents of Amherst County receive timely, life-saving emergency medical care.

SOURCES OF ESTIMATES

Amherst County Payroll - Staff - 10/17/2025

Fire & Safety Equipment - Turnout Gear, boots, hoods, gloves, and helmets - 10/17/2025

****PROJECT COSTS CHART ON SUBSEQUENT PAGE**

Project Costs	
Equipment Costs	\$101,480
Professional Services	-
Construction	-
Salaries	\$686,788
Benefits	\$240,372
Total Capital Cost Est.	\$1,028,640
Total Operating Impact Est	\$-
Total Expenditure	\$1,028,640
Funding Sources	
Local funds	\$1,028,640
Total Financing	\$1,028,640

FY 2027 POSITION REQUEST FORM

POSITION TITLE	Fire Department Staffing
DEPARTMENT	Fire & EMS
DATE	10/17/2025
SUBMITTED BY	Benjamin Bond
POSITION	EMS/Operations Division Chief

POSITION INFORMATION

Fire and EMS is requesting four (4) new positions to staff the Amherst and Monelison Fire Departments Monday through Friday. There will be two employees at each station for 10.5 hours per day. The crew start and end times will be staggered to help provide that coverage.

JUSTIFICATION

In an ongoing effort to support and strengthen our partnership with the volunteer fire departments, and to ensure adequate daytime response coverage, we are proposing the addition of four new positions.

Our plan includes assigning two career staff members to each of the Amherst and Monelison fire stations. These personnel will complement and enhance the volunteer response already in place, helping to ensure consistent coverage during daytime hours when volunteer availability may be more limited.

Currently, all operations division field staff work a 42-hour week. By utilizing the four new proposed positions—alongside the one existing AFD daytime position—we can provide reliable Monday through Friday coverage. The proposed 10.5-hour workday aligns with the existing 42-hour work schedule of our 24/72 shift employees, keeping all personnel on the same pay cycle.

This approach reflects the input expressed by both fire departments. It represents a balanced solution that supports our volunteers and enhances service to the community..

SOURCES OF ESTIMATES

Amherst County Payroll - Staff (10/17/2025); Fire & Safety Equipment (10/17/2025)

Project Costs	
Equipment Costs	\$25,597
Professional Services	-
Construction	-
Salaries	\$244,748
Benefits	\$85,661
Total Capital Cost Est.	\$356,006
Total Operating Impact Est	\$-
Total Expenditure	\$356,006
Funding Sources	
Local funds	\$356,006
Total Financing	\$356,006

FY 2027 POSITION REQUEST FORM

POSITION TITLE	Assistant Division Manager of Communications
DEPARTMENT	Fire & EMS
DATE	10/20/2025
SUBMITTED BY	Brooke Coleman
POSITION	Division Manager of Communications

POSITION INFORMATION

Addition of an assistant manager position to assist the Communications Division Manager with administrative and operational duties, specifically responsibilities associated with specialized operational areas. (See complete job description for full overview of duties and responsibilities.)

JUSTIFICATION

The responsibilities of the Communications Division Manager involve a combination of administrative, technical, operational, and managerial tasks. Certain specialized responsibilities, such as oversight of the agency's criminal justice operations and the agency's emergency medical dispatch program, require a significant amount of time and attention to detail.

The criminal justice component, with its associated duties and responsibilities, defines approximately half of the job duties and responsibilities of an Amherst County Telecommunicator. Without the criminal justice work done in the Communications Center, local law enforcement, the courts, and magistrates would not be able to issue paperwork and conduct the daily criminal justice operations that take place within the County. Currently, the operational/hands-on duties and responsibilities associated with overseeing the criminal justice component are being performed under the direct supervision of the Communications Division Manager by various Communications staff members on an ad hoc/voluntary basis, including management of the local CJIS system on a voluntary basis by an existing Communications Shift Supervisor. By consolidating the operational responsibilities into a single role, this will serve to provide the Division Manager and the department with a single point of contact and in turn, allow this point of contact to devote the appropriate amount of attention and responsibility to this critical component of the criminal justice system to ensure continuity of operations and reduce the instances of mishandled or misplaced paperwork and the number of incomplete or false records. The Virginia State Police and Federal Bureau of Investigations provide the standards and guidelines that agencies must follow, and this person would work closely with these agencies to ensure compliance within the Amherst Communications Center.

Management of the agency's emergency medical dispatch (EMD) program involves the important need to develop, support, and maintain a quality assurance/quality improvement (QA/QI) program within the communications center. The need to deliver accurate and timely information during emergency situations is crucial. Establishment of a QA/QI program is required by Virginia law, but furthermore, a properly functioning QA/QI program strengthens community trust by helping to ensure the highest level of care and customer service is consistently delivered to citizens, local emergency responders, and other stakeholders by enhancing the quality of service provided, improving efficiency, increasing accountability, and reducing the rate of error.

SOURCES OF ESTIMATES

-

****PROJECT COSTS CHART ON SUBSEQUENT PAGE**

Project Costs	
Equipment Costs	-
Professional Services	-
Construction	-
Salaries	\$67,000
Benefits	\$23,450
Total Capital Cost Est.	\$90,450
Total Operating Impact Est	\$-
Total Expenditure	\$90,450
Funding Sources	
Local funds	\$90,450
Total Financing	\$90,450

FY 2027 POSITION REQUEST FORM

POSITION TITLE	Telecommunicator Positions (2)
DEPARTMENT	Fire & EMS
DATE	10/20/2025
SUBMITTED BY	Brooke Coleman
POSITION	Division Manager of Communications

POSITION INFORMATION

Addition of two full-time telecommunicator positions

JUSTIFICATION

This request to add two telecommunicator positions addresses a critical shortfall in staffing, which has the potential to directly impact emergency response times, dispatcher burnout, and overall public and responder safety. The communications center has outgrown the current staffing model directly due to an increase in the number of calls for service, as well as the evolving complexity of dispatching systems. The last staffing increase for the communications center was approved in 2022 and implemented in FY23. Since calendar year 2022, the total combined volume of both emergency and non-emergency calls for service has increased by ~10% annually, resulting in a 21% increase overall. (30,762 in 2022 to 37,341 in 2024). So far in 2025, the call volume is once again trending to show an increase from calendar year 2024. This growth directly strains the ability to answer, and process calls for service safely and efficiently.

The Amherst County 911 center cutover from legacy 9-1-1 services to Next-Generation 9-1-1 services on July 29, 2022. NG9-1-1 requires dispatchers to manage a much wider range of communications and process data from multiple systems and sources. Access to more data requires enhanced situational awareness and complex decision-making skills, as well as the ability to manage more advanced technology. The benefits of NG9-1-1 are incredibly valuable, however there are some key challenges and considerations that come along with those benefits. Specifically, for the telecommunicator, ensuring compliance with all regulations and learning/training on emerging technology is an ongoing, ever evolving and time-consuming process. Additionally, while NG9-1-1 services improve accuracy and efficiency overall, it is often more difficult for the telecommunicator to perform multiple tasks at once, as they have done in the past. Subsequently, carrying out all associated tasks of a particular type of call for service typically involves action from more than one dispatcher at a time. Increased staffing helps to ensure that the workload associated with the roles and responsibilities of the dispatch center at any given time can remain as evenly distributed as possible, and subsequently help reduce the rates of error, delays in processing times, increases to response times, all of which will continue to ensure the highest level of safety for the public and emergency responders.

SOURCES OF ESTIMATES

-

****PROJECT COSTS CHART ON SUBSEQUENT PAGE**

Project Costs	
Equipment Costs	-
Professional Services	-
Construction	-
Salaries	\$80,000
Benefits	\$28,000
Total Capital Cost Est.	\$108,000
Total Operating Impact Est	\$-
Total Expenditure	\$108,000
Funding Sources	
Local funds	\$108,000
Total Financing	\$108,000

FY 2027 POSITION REQUEST FORM

POSITION TITLE	Temporary Part-Time
DEPARTMENT	Finance
DATE	10/20/2025
SUBMITTED BY	Tracie Morgan
POSITION	Finance Director

POSITION INFORMATION

Requesting a Part-Time Temporary position to help with double keying items taken into BAI so that they are mirrored into the RDA system.

JUSTIFICATION

Finance has currently transitioned from BAI to RDA. Finance is currently working in the General Ledger, Payroll, and Accounts Payable modules. The Treasurer is still fully BAI. In order to get receipts taken in by the Treasurer's office into RDA there is a double keying process that must take place. This process is tedious and time consuming due to the differences in the systems. Current staff cannot keep up with their regular job duties and do this as well. This position is requested at least until the Treasurer's office is fully on RDA and functional. If this position request is denied, we will continue to get further behind in keying into RDA.

SOURCES OF ESTIMATES

-

Project Costs	
Equipment Costs	-
Professional Services	-
Construction	-
Salaries	\$30,000
Benefits	-
Total Capital Cost Est.	\$30,000
Total Operating Impact Est	\$-
Total Expenditure	\$30,000.00
Funding Sources	
Local funds	\$30,000
Total Financing	\$30,000

FY 2027 POSITION REQUEST FORM

POSITION TITLE	GIS Analyst
DEPARTMENT	Information Technology
DATE	11/10/2025
SUBMITTED BY	Jackie Viar
POSITION	IT Director

POSITION INFORMATION

This is a new position that would serve multiple departments with a primary focus being to integrate and expand upon the functionality of our current GIS system. This role would work with Community Development, Public Safety, and the Commissioner of Revenue to expand the features and maintain our existing system, expand the layers of the GIS and make it a more useful tool for the County and its citizens.

JUSTIFICATION

A key role/person that worked with GIS and the mapping of parcels within the GIS system was lost over a year ago. This role is critical to maintaining the parcels within the County, implementing the changes in the Vision appraisal software and correlating those changes in Timmons software. Beyond this, the individual would act as a liaison between these two vendors and the departments within the County that utilize the many layers of information contained within the GIS to make our GIS more user friendly and informative for the citizens and the County departments. They will perform GIS analysis and prepare maps as required from digital data using GIS mapping software and related tools.

SOURCES OF ESTIMATES

Virtual IT, Inc November 2025 - Part of the Strategic Technology Plan for Amherst County

Project Costs	
Equipment Costs	\$10,000
Professional Services	-
Construction	-
Salaries	\$85,000
Benefits	\$27,665
Total Capital Cost Est.	\$122,665
Total Operating Impact Est	\$-
Total Expenditure	\$122,665
Funding Sources	
Local funds	\$122,665
Total Financing	\$122,665

FY 2027 POSITION REQUEST FORM

POSITION TITLE	Integration Specialist for Public Safety
DEPARTMENT	Information Technology
DATE	11/10/2025
SUBMITTED BY	Jackie Viar
POSITION	IT Director

POSITION INFORMATION

This position would be dedicated to the support or technology for Public Safety. They would focus on implementation of various software, applications, and hardware systems by emergency services and law enforcement to ensure seamless operation and data sharing. They would act as the liaison making sure all of their systems work together effectively to support overall public safety goals.

JUSTIFICATION

Public Safety technology and the support thereof is unique. Amherst does not have a role in IT that is dedicated to PS support resulting in much of this support being handled by PS staff. As a result, PS operates in an independent model planning, acquiring, and implementing technology. IT is generally called when a problem or an issue occurs. Establishing a role in IT that is dedicated to the support of public safety will improve the County's ability to plan, budget, design, implement, and support PS technology. In the upcoming year there are plans to implement a new CAD system which would be a critical role for this position in developing and implementing this new system to ensure a smooth transition for the 911 center, Public Safety. The dispatch center has over half a million in technology touchpoints each year. Each call requires a dispatcher to touch technology a minimum of 10 times. They are currently handling 6000 calls a year with each one using technology for directions, cardiac monitors, patient care reports, and data uploads.

SOURCES OF ESTIMATES

Virtual IT, Inc November 10, 2025 - Part of the Strategic Technology Plan

Project Costs	
Equipment Costs	\$10,000
Professional Services	-
Construction	-
Salaries	\$85,000
Benefits	\$27,665
Total Capital Cost Est.	\$122,665
Total Operating Impact Est	\$-
Total Expenditure	\$122,665
Funding Sources	
Local funds	\$122,665
Total Financing	\$122,665

FY 2027 POSITION REQUEST FORM

POSITION TITLE	IT Application Specialist
DEPARTMENT	Information Technology
DATE	11/10/2025
SUBMITTED BY	Jackie Viar
POSITION	IT Director

POSITION INFORMATION

This is a new position created as part of the Strategic Technology Plan completed this budget year. This role would be responsible for supporting, maintaining, and optimizing software applications used within the organization. This position would serve as the technical liaison between County Departments and the systems they rely upon daily.

JUSTIFICATION

Amherst County has a need for a role that can aid departments in design, implementation, and support of the technology used for key business functions such as finance, payroll, tax revenue, and citizen services. The Application Specialist is a crucial link to help departments effectively utilize the technology to support the operation of their departments. They would identify areas for improvement, gather requirements, analyze data, understand system capabilities, and translate them into actionable plans to aid departments in the County in the use of technology and systems to more fully and more effectively to support key business functions.

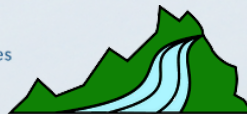
SOURCES OF ESTIMATES

Virtual IT, Inc November 10, 2025 - Part of the Strategic Technology Plan

Project Costs	
Equipment Costs	\$10,000
Professional Services	-
Construction	-
Salaries	\$80,000
Benefits	\$27,096
Total Capital Cost Est.	\$122,665
Total Operating Impact Est	\$-
Total Expenditure	\$117,096
Funding Sources	
Local funds	\$117,096
Total Financing	\$117,096

AMHERST COUNTY

OUTSIDE AGENCY FUNDING REQUESTS 2027



TOTAL REQUEST OVERVIEW	
AMHERST ATHLETIC ASSOCIATION	\$5,000.00
AMHERST COUNTY DIXIE GIRLS SOFTBALL ASSOC.	\$30,000.00
THE ARC OF CENTRAL VA.	\$8,000.00
CASA OF CENTRAL VA	\$4,690.00
CENTRAL VA ALLIANCE FOR COMMUNITY LIVING, INC.	\$6,740.00
CENTRAL VA COMMUNITY COLLEGE **	\$746.00
CENTRAL VA PLANNING DISTRICT COMMISSION **	\$21,227.00
GREATER LYNCHBURG TRANSIT COMPANY **	\$109,900.00
HORIZON BEHAVIORAL HEALTH **	\$238,760.00
MADISON HEIGHTS YOUTH BASEBALL ASSOCIATION	\$5,000.00
MADISON HEIGHTS YOUTH FOOTBALL ASSOCIATION	\$5,000.00
MONACAN NATION CULTURAL FOUNDATION	\$30,000.00
NEIGHBORS HELPING NEIGHBORS OF AMHERST CO.	\$5,000.00
ROBERT E LEE SOIL & WATER CONSERVATION DISTRICT	\$10,000.00
SMALL BUSINESS DEVELOPMENT CENTER	\$6,500.00
SOUTHEAST RURAL COMMUNITY ASSIST. PROJECT	\$5,000.00
VIRGINIA HEALTH DEPARTMENT **	\$299,000.00
VIRGINIA LEGAL AID SOCIETY	\$5,400.00
YWCA OF CENTRAL VA	\$3,395.00
TOTAL REQUESTED:	\$799,358.00

**** DENOTES A CONTRACTUAL AGREEMENT ON FILE BETWEEN AMHERST COUNTY & THE ORGANIZATION**



Application for Outside Agency Funding

Date of Request: 11/10/2025

Agency/Organization Name: Amherst Athletic Association

Primary Contact at Agency/Organization: Dawn Smith

Full Address: P.O. BOX 1572
Amherst, VA 24521

Email Address: wolverine.fundraisers@gmail.com

Agency Description:

Amherst Athletic Association is a registered 501c3. It is our mission is to foster a friendly and inclusive environment where youth can thrive both on and off the field.

The Wolverines have been serving the Amherst community for over 40 years. Within those years we have grown and developed our program to ensure we are not only developing young athletes but also encouraging future community leaders.

Identify the sources of funding for the agency/organization in the last fiscal year and the estimated financial support for funding effective July 1st :

Throughout the 2025 season we received funding through partnerships with outside agencies, several sponsorships from local businesses, donations, registration fees, as well as through fundraising throughout the season. It is our goal to increase the number of sponsors for the 2026 season as well as increase our fundraising efforts for the season. Through the partnerships with agencies such as Amherst County and local businesses we look to have another successful year

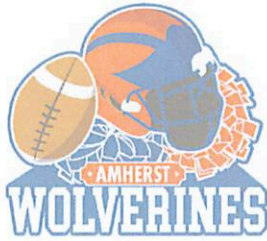
Previous contributions received by County \$: 2,500.00

Last Fiscal Year funds received: FY26

Amount of contribution or in-kind services requested: \$5,000.00

Number of Amherst County community members serviced in the prior year: 211

Number of Amherst County community members anticipated in the funding year: 250



THE AMHERST WOLVERINES

P.O. BOX 1572
AMHERST, VA 24521
434-665-7361

WOLVERINE.FUNDRAISERS@GMAIL.COM

EIN: 31-1810721

Amherst Athletic Association

November 13th, 2025

Statement of Impact

To whom it may concern:

On behalf of the Amherst Athletic Association, we would like to extend our sincere gratitude for your generous contribution of \$2,500 during the past year. Your support played a vital role in ensuring the safety and well-being of our young athletes.

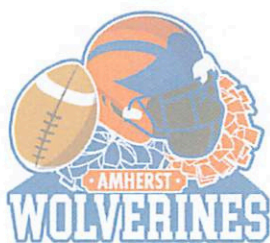
The funds were used to ease the financial burden of reconditioning over 120 helmets for players between the ages of 5 and 13, a bi-annual expense that costs the organization roughly \$16,000.00. This essential safety measure ensures that each child has access to properly maintained, certified equipment, reducing the risk of injury and providing peace of mind to parents, coaches, and volunteers alike.

Because of your generosity, our players were able to take the field with confidence, knowing they were protected by equipment that meets the highest safety standards. Your investment directly contributed to a safer, more positive environment for our youth sports community.

Thank you for continuing to make a lasting impact on the lives of our young athletes. We deeply appreciate your partnership and commitment to supporting youth development and safety.

With Gratitude,

Dawn Smith, General Manager



THE AMHERST WOLVERINES

P.O. BOX 1572
AMHERST, VA 24521
434-665-7361

WOLVERINE.FUNDRAISERS@GMAIL.COM

EIN: 31-1810721

November 13th, 2025

Amherst County Board of Supervisors

Subject: Letter of Intent for Continued Partnership and Funding Support

Dear Members of the Amherst County Board of Supervisors,

On behalf of the Amherst Athletic Association, we would like to extend our sincere appreciation for Amherst County's continued support of our organization and its mission. Your past assistance has played a vital role in helping us provide a safe, inclusive, and positive athletic experience for the youth of our community.

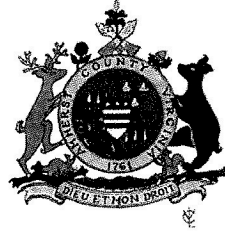
We are submitting this letter of intent to express our desire to continue our partnership with Amherst County through funding support for the upcoming season. Specifically, we are seeking assistance to aid in the purchase of new shoulder pads for over 120 youth athletes who participate in our football program. The replacement of this essential safety equipment will ensure that our players are properly protected and able to compete safely throughout the season.

Your ongoing investment in the Amherst Athletic Association directly impacts the well-being and development of our young athletes, helping us promote teamwork, discipline, and community pride. We are deeply grateful for your continued consideration and support.

Thank you for your commitment to the youth of Amherst County. We look forward to the opportunity to discuss this request further and to continue working together to make a positive difference in our community.

With gratitude,

Dawn Smith, General Manager
Amherst Athletic Association



Application for Outside Agency Funding

Date of Request:

Agency/Organization Name: Amherst County Dixie Girls Softball Association

Primary Contact at Agency/Organization: Edward Wheeler

Full Address: PO Box 156 Monroe VA
24574

Email Address: wheelers1622@gmail.com

Agency Description:

The Amherst County Dixie Girls Softball Association exists to provide the girls of Amherst County the opportunity to compete in the great sport of softball and learn the values of teamwork, sportsmanship and fair play. We strive to develop the character of our athletes and enhance the community we serve. Approximately 200 athletes participate in our program during the spring and fall seasons. They range in age from 4 to 19.

Identify the sources of funding for the agency/organization in the last fiscal year and the estimated financial support for funding effective July 1st:

Our primary sources of funding are registration fees, sponsorships, fund raisers, donations and concessions. We anticipate that amount to be around \$100,000.

Previous contributions received by County \$: 7500. For 2024 and 2025

Last Fiscal Year funds received: \$7500

Amount of contribution or in-kind services requested: \$30,000

Number of Amherst County community members serviced in the prior year: 231 athletes/families.

Number of Amherst County community members anticipated in the funding year: 240 athletes/families.

AMHERST COUNTY DIXIE GIRLS SOFTBALL

PO BOX 156 MONROE VA 24574

STATEMENT OF IMPACT

The County's generosity in the last two years has had a meaningful impact on our program. Funds received from the County helped us replace the aging light heads at our facility. The new lights have enhanced player safety and made for a more positive viewing experience for parents and supporters to cheer on our young athletes of Amherst County. The new lights are also more energy efficient. This has lowered utility costs and had a positive impact on the environment.

AMHERST COUNTY DIXIE GIRLS SOFTBALL

PO BOX 156 MONROE VA 24574

LETTER OF INTENT

Our league is undertaking an ambitious project of replacing the backstops on two of our fields in 2026. The backstop on Newman Field has been in place since approximately 1970. This field in its current setup suffers from tremendous runoff when it rains which leads to the cancellation of games and costly field maintenance issues. The current backstop will be replaced with a concrete backstop to mitigate this issue. Concrete will also be poured to remove a small slope that spectators have slipped on and suffered injury in the past. The current backstop on Floyd Field has been in place since the mid 1990's. It will be replaced with block which will also alleviate runoff on that field and allow more games and practices to take place, enabling our athletes to get the maximum benefit of their registration fees. New poles will also be put in place and netting will be put up to replace the aging chain link. The netting will enhance safety, provide for a better viewing experience and reduce wear and tear on softballs. We are requesting \$30,000 to help with the cost of this project. Please reach out if you have further questions. Thank you from our board and our athletes for the generous support you have given our organization in the past!



Application for Outside Agency Funding

Date of Request: 12-15-2025

Agency/Organization Name:

Primary Contact at Agency/Organization: Robin T. Baker

Full Address: 1508 Bedford Ave.
Lynchburg, VA 24504

Email Address: robin.baker@arcofcva.org

Agency Description:

The Arc of Central Virginia is a nonprofit organization dedicated to supporting individuals with intellectual and developmental disabilities so they can live full, independent, and meaningful lives. Through Group Day Support, Community Engagement, In-Home Supports, and Independent Living Services, The Arc promotes inclusion, dignity, and choice while strengthening individuals, families, and the community.

Identify the sources of funding for the agency/organization in the last fiscal year and the estimated financial support for funding effective July 1st:

Over the past year, The Arc of Central Virginia was primarily funded through Medicaid Waiver services (approximately \$2.5–\$3.0 million), supplemented by foundation grants (\$250,000–\$400,000), United Way support (\$50,000–\$75,000), corporate and community partnerships (\$50,000–\$100,000), charitable giving and fundraising (\$150,000–\$275,000), and other limited program revenue (\$25,000–\$50,000), allowing the organization to sustain high-quality services for individuals with intellectual and developmental disabilities.

Previous contributions received by County \$: 4000

Last Fiscal Year funds received: 4000

Amount of contribution or in-kind services requested: 8000

Number of Amherst County community members serviced in the prior year: 23

Number of Amherst County community members anticipated in the funding year: 27



1508 Bedford Avenue
Lynchburg, VA 24504
(434) 845-4071
info@arcofcva.org

For people with intellectual
and developmental disabilities
12/15/2025

Letter of Impact – County of Amherst, Virginia

Dear Amherst County Leaders,

The Arc of Central Virginia sincerely thanks the County of Amherst for its **\$4,000 investment** in services for Amherst County residents with intellectual and developmental disabilities. This funding directly supported **23 individuals** who participate in our **Group Day Support and Community Engagement programs**, helping ensure access to safe, inclusive, and meaningful services close to home.

County funds were used to offset **direct program costs**, including staffing by trained Direct Support Professionals, supervision, program coordination, activity materials, and transportation support. These resources allowed participants to engage consistently in structured day services and community-based activities designed to build independence, social skills, and confidence.

Through Group Day Support, individuals benefited from predictable routines, skill development opportunities, and a supportive environment tailored to their unique needs. Community Engagement programming provided participants with opportunities to interact with their community, strengthen relationships, and participate in recreational, educational, and volunteer activities that promote inclusion and reduce social isolation.

The impact of Amherst County's support extended beyond individual participants. Families experienced increased peace of mind knowing their loved ones were engaged in high-quality programming during the day, while participants gained greater independence, improved communication skills, and a stronger sense of belonging.

The Arc of Central Virginia values its partnership with Amherst County and appreciates your continued support in helping our community's most vulnerable residents live full and meaningful lives.

Sincerely,

Robin Baker

Executive Director

The Arc of Central Virginia

Achieve with us.

HBH Contract Agency · United Way of Central Virginia Partner Agency



1508 Bedford Avenue
Lynchburg, VA 24504
(434) 845-4071
info@arcofcva.org

For people with intellectual
and developmental disabilities
12/15/2025

Letter of Intent – Amherst County, Virginia

Dear Amherst County Officials,

The Arc of Central Virginia respectfully requests \$8,000 in support from Amherst County to assist approximately 27–30 Amherst County residents with intellectual and developmental disabilities who receive services through our Group Day Support and Community Engagement programs. This funding will help ensure that individuals continue to have access to dependable, structured, and inclusive programming that supports personal growth, social connection, and community participation.

Amherst County residents served by The Arc rely on these programs for daily structure, skill development, and safe engagement with their community. County funds will be applied toward direct service costs, including staffing by trained Direct Support Professionals, supervision, transportation assistance, activity materials, and program coordination. These resources are essential to maintaining program stability and quality while meeting the individual needs of participants.

In addition to day and community-based services, The Arc of Central Virginia anticipates the potential for new referrals from Amherst County for In-Home Supports and Independent Living Services. As needs evolve, The Arc remains prepared to expand individualized supports that promote independence, safety, and long-term stability for individuals and their families.

The Arc of Central Virginia is committed to thoughtful stewardship of public funds and to ensuring that county investments result in meaningful, measurable benefits for Amherst County residents. County support plays a critical role in sustaining local services and preventing service gaps that can lead to increased isolation or unmet needs.

We appreciate Amherst County's continued commitment to individuals with developmental disabilities and welcome the opportunity to strengthen this partnership. Your support will help ensure that residents receive the services they need to live engaged, productive, and meaningful lives within their community.

Sincerely,

Robin T. Baker

A handwritten signature in black ink, appearing to read 'R. Baker', written over a horizontal line.

Executive Director

The Arc of Central Virginia

Achieve with us.

HBH Contract Agency · United Way of Central Virginia Partner Agency



Application for Outside Agency Funding

Date of Request: 1/3/26

Agency/Organization Name: CASAofCentral Virginia

Primary Contact at Agency/Organization: Allison Stronza, Executive Director

Full Address: POBox11373
Lynchburg, VA 24506

Email Address: allison@cvcasa.org

Agency Description:

CASA of Central Virginia, or Court Appointed Special Advocates, is a nonprofit organization that recruits, trains, and supports volunteers who advocate for children who have been abused or neglected. CASA's goal is for all appointed children to be placed in safe, permanent homes as soon as possible. In addition, each child is to be monitored to ensure that the Court's orders are being followed and that each child remains both physically and emotionally safe while awaiting permanency.

Identify the sources of funding for the agency/organization in the last fiscal year and the estimated financial support for funding effective July 1st :

CASA is funded annually through federal, state, and local government grants; foundation grants; special events, individual donations, corporate donations, and donations from churches and clubs. CASA of Central Virginia receives funding from all of the counties we serve. In addition, the City of Lynchburg donates a large office space to CASA.

Previous contributions received by County \$: 4,690

Last Fiscal Year funds received: 4,690

Amount of contribution or in-kind services requested: 4,690

Number of Amherst County community members serviced in the prior year: 13

Number of Amherst County community members anticipated in the funding year: 15



CASA of Central Virginia
PO Box 11373, Lynchburg, VA 24506
434.485.7260 www.cvcasa.org

Statement of Impact

Amherst County Grant FY26

Funds from Amherst County for FY26 were applied to the salary, benefits, and taxes of the advocate manager supervising CASA volunteers in Amherst County. From July 1, 2024 to June 30, 2025, 84 CASA volunteers served 220 children, including 13 (6%) from Amherst County.

When a child in Amherst County faces abuse or neglect, the Juvenile and Domestic Relations Court Judge may request a CASA volunteer. The advocate manager receives the court order, matches the case with a trained volunteer, and supervises their work. CASA volunteers advocate exclusively for a child's best interests, working alongside guardians ad litem, social workers, and other service providers. They explain court processes to children, offer emotional support, and submit detailed court reports based on research and interviews. Judges rely on these reports to make critical decisions regarding a child's welfare. The advocate manager ensures volunteers perform their duties effectively, providing accessible guidance, reviewing case progress, and verifying the timely submission of court reports. These efforts help CASA volunteers advocate for children until they are placed in safe, permanent homes, offering hope and trust during complex legal proceedings.

Case Success Story

**All names and identifying details that could compromise our strict confidentiality requirements have been changed.*

When 16-year-old Sam entered foster care in April 2025, his life had been marked by survival, not safety. For years, Sam and his parents lived in a broken-down van hidden deep in the woods. There was no running water, no electricity, and often no food. His parents were struggling with severe substance use, domestic violence, and instability. When a concerned neighbor called social services, investigators discovered that Sam had not attended school since the third grade. They also learned he was being forced to work by painting and doing physical labor, with his parents taking his earnings to support their addiction. Both parents tested positive for multiple substances, including heroin, cocaine, and acid.

Sam's world changed overnight. He was placed with a foster family on a small farm, surrounded by cows and pigs, a world away from the one he had known. For the first time in years, Sam felt safe. That's when Jason, a newly trained CASA volunteer, was appointed to his case.



Serving Children in Central Virginia since 1989
Lynchburg, Amherst, Appomattox, Bedford, Campbell, Nelson

From the very beginning, Jason made it his mission to ensure that Sam's voice was heard and his potential recognized. The two quickly formed a friendship built on trust and consistency, something Sam had rarely experienced. Jason worked nearby, and after school when the business was closed, Sam's foster parents often brought him to Jason's workplace, where Jason taught him about equipment, operations, and job safety. Sam loved learning hands-on skills and began to imagine a future where he could work, earn a living, and feel proud of himself.

School was a challenge. Years of missed education left Sam far behind, and many assumed he would drop out. But Jason refused to let that be the end of Sam's story. He advocated tirelessly for a plan that would allow Sam to take only the core classes he needed to pursue his GED. His persistence paid off, and Sam is now on track to earn his GED and is developing real career goals for the first time in his life.

At every Family Partnership Meeting, social workers have praised Jason for his commitment and insight. Seeing how deeply Jason cared for Sam, DSS even asked him to help facilitate a conversation about adoption between Sam and his foster family. When they talked, both Sam and his foster parents eagerly said yes. Sam, who once had no home at all, now has one waiting for him, and he's counting down the days until the adoption is finalized.

As Sam's advocate manager put it, "It's rare to see a case move this quickly and smoothly. Everything just fell into place because Jason was there, showing up, advocating, and believing in Sam."

From living in a van to preparing for adoption and a bright career path in less than a year, Sam's story is a powerful reminder of what CASA makes possible. Without Jason's dedication, Sam might have slipped through the cracks. Instead, he has found safety, belonging, and hope for the future.



CASA of Central Virginia
PO Box 11373, Lynchburg, VA 24506
434.485.7260 www.cvcasa.org

January 3, 2026

Ms. Leslie Sprouse
Grant Administrator
County of Amherst
lesprouse@countyofamherst.com

Dear Leslie,

On behalf of the Board of Directors of CASA of Central Virginia, please accept our heartfelt gratitude for the past financial support of our program. We are requesting level funding of \$4,690 for FY27.

Funding will be utilized to support the salary of the full-time advocate manager who supervises volunteers in Amherst County and in Lynchburg. The advocate manager works with 15-20 volunteers throughout the year from the time they are appointed to a child's case until the case is brought to closure. It is the role of the advocate manager to supervise the CASA volunteers and to hold them accountable for the performance of the assigned duties and responsibilities. The advocate manager must be easily accessible and provide timely and thorough guidance to the CASA volunteers, holding regular meetings with the volunteers to review progress on each case and review case records. Prior to each court hearing, the volunteer must compile the information related to the case which has been gleaned through research and through interviewing of all parties who have knowledge of the child and make recommendations to the court in a written report. This report becomes an important tool for the judge when making decisions regarding the child's situation. It is the responsibility of the advocate manager to ensure that this document is thorough, accurate, and submitted in a timely fashion to the court.

The primary role of the CASA volunteer is to investigate the child's case in order to determine what is in the child's best interest. National CASA regulations prohibit the CASA volunteer from being assigned to more than two cases at any one time, unless special permission is given from the Department of Criminal Justice Services. Because of the low caseload, the CASA volunteer is able to give the child the sustained, personal attention he or she deserves. The CASA volunteers develop a relationship with the child to whose case they are assigned and visit with the child regularly (at least twice a month).

The volunteer advocates assist the guardians ad litem (GAL) by researching the child's situation and sharing information that the GAL might find helpful in the case. The volunteer



Serving Children in Central Virginia since 1989
Lynchburg, Amherst, Appomattox, Bedford, Campbell, Nelson

advocates meet with relatives, teachers, foster families, medical and mental health professionals, and other service providers. As mentioned, all of their research is compiled into a written report for the judge.

In the fiscal year 2024-2025, a dedicated cohort of 84 volunteers advocated for 220 children. In Amherst County, 9 CASA volunteers dedicated their time and effort to serve 13 children over the past year. These Amherst children accounted for 6% of the total number of children served by our program. The distribution by geographic area is as follows:

- Lynchburg: 46%
- Bedford: 23%
- Campbell: 13%
- Appomattox: 8%
- Amherst: 6%
- Nelson: 4%

Although CASA of Central Virginia does not generate income for Amherst County, CASA volunteers can save the county money in legal fees, foster care, and the cost of the juvenile justice system. Historically, a CASA volunteer has been able to reduce the time a child spends in foster care by 8 months. Additionally, children with a CASA volunteer are half as likely to re-enter foster care.

The funding is an investment in the future for Amherst County's children. Enlisting volunteer advocates to work with these abused or neglected children during the most difficult time in their lives does make a difference in helping them to grow into healthy, productive citizens. Thank you for your past support and your consideration of our funding request.

With gratitude,

A handwritten signature in black ink, appearing to read 'Allison Stronza', with a long horizontal flourish extending to the right.

Allison Stronza
Executive Director



Application for Outside Agency Funding

Date of Request: 12/19/2025

Agency/Organization Name: CentralVirginia Alliance for Community Living, Inc.

Primary Contact at Agency/Organization: Robin Mamola

Full Address: CentralVirginia Alliance for
Community Living, Inc. 501
12th Street PO Box 1390
Lynchburg, VA 24505

Email Address: rmamola@cvcl.org

Agency Description:

Central VA Alliance for Community is a 501(c)3 charitable organization that supports older adults and adults with disabilities. The organization serves as the local area agency on aging and provides a range of services including comprehensive assessments, Meals on Wheels for Seniors, Dial-a-Ride for medical transportation, information and referral, Virginia Counseling and Assistance, Care Coordination, housing weatherization, senior recreation and meal sites, and a range of other services focused on health and wellness for older adults and adults with disabilities.

Identify the sources of funding for the agency/organization in the last fiscal year and the estimated financial support for funding effective July 1st :

Sources of funding are attached

Previous contributions received by County \$: Funds received annually: \$6

Last Fiscal Year funds received:\$6,740

Amount of contribution or in-kind services requested:\$6,740

Number of Amherst County community members serviced in the prior year: Please see attached

Number of Amherst County community members anticipated in the funding year: Please see attached



501 12th Street, Suite A
P.O. Box 1390, Lynchburg, VA 24505
Office: (434) 385-9070 • Fax: (434) 385-9209

www.cvacl.org

FY2026-2027 BUDGET REQUEST

December 19, 2025

RE: Amherst County FY 26-27 External Agency Funding Request

Central Virginia Alliance for Community Living (CVACL) is formally requesting \$6,740 for fiscal year 26-27. CVACL expended an estimated \$412,984 for services in the County of Amherst in FY 2024 -2025. The funding we receive from Amherst provides much needed critical matching funds.

1. Prior year funding was used towards providing services specifically for Amherst County older adults and adults with disabilities. A list of the types of services, number of clients for each program, and total costs is attached.
2. We are requesting \$6,740 for the 2026-27 fiscal year. These funds are used towards meeting the required match needed for funding received from federal and state sources. The funding from local jurisdictions is critical to CVACL for meeting the required local match. The services provided by CVACL are highly demanded and critical to older adults for maintaining adequate nutrition, health and wellness; and avoiding isolation and depression. While there is a cost associated with supportive services, avoiding long-term residential care is typically the most cost-effective means of dealing with the issues of aging for both the individual and the community. Information regarding the number of community members served is provided in the attachment. We anticipate at minimum providing services to a comparable number of clients in the coming year. We have experienced rising provider service costs, and expansion of services can be contingent on available funding.
3. A Statement of Executives paid over \$100K is attached.
4. Our financial statement audit is not yet complete. We will send a copy as soon as it is available.
5. An IRS Exemption Letter is attached.

CVACL is thankful for the continued assistance that has been provided over the years. CVACL hopes Amherst County will be able to maintain that support. We look forward to continuing that partnership and to service residents from your area.

Sincerely,

Deborah P. Silverman
Executive Director

WE ARE
Meals On Wheels
So no senior goes hungry.

The local Area Agency on Aging serving the
11th Planning District of Virginia.



Central Virginia Alliance for Community Living, Inc.
Amherst County
Program Service Cost for October 1, 2024 - September 30, 2025

PROGRAM	SERVICE PROVIDED	UNDUPLICATED NUMBER OF CLIENTS	UNITS OF SERVICE		COST PER UNIT	TOTAL COST
NUTRITION	Home Delivered Meals (Meals on Wheels for Seniors)	48	4,268	meals	\$ 1 8.81	\$ 80,281
	Congregate Nutrition	4	86	meals	\$ 8 1.41	\$ 7,001
	Nutrition Counseling/Education	99	433	hours	\$ 2 0.00	\$ 8,660
	Nutrition Transportation	2	89	one way trips	\$ 2 5.36	\$ 2,257
SOCIAL SERVICES	Checking	8	86	contacts	\$ 9 .35	\$ 804
	OPTIONS Counseling (ALL)	4	26	hours	\$ 1 43.32	\$ 3,690
	Care Coordination (ALL)	1	5.25	hours	\$ 2 54.48	\$ 1,336
	Caregiver Information and Assistance	3	3	contacts	\$ 1 09.89	\$ 330
	Personal Care	1	301	hours	\$ 5 0.29	\$ 15,112
	Communication/Referral Information & Assistance	173	248	hours	\$ 7 7.87	\$ 19,312
	Care Transitions	4	17	cases	\$ 2 89.38	\$ 4,919
HOUSING	Residential Repair/Weatherization Assistance	25	25	houses	\$ 9,688.11	\$ 242,203
	Senior Cool Care	5	5	houses	\$ 1,630.00	\$ 8,150
OTHER SERVICES	Ombudsman	25	25	contacts	\$ 1 24.88	\$ 3,122
	Virginia Insurance Counseling (VICAP)	150	150	contacts	\$ 9 9.43	\$ 14,915
	Disease Prevention/Health Promotion	20	20	hours	\$ 2 7.77	\$ 555
HEALTH AND WELLNESS	Socialization/Recreation	4	88	hours	\$ 3 .82	\$ 336
(Totals)						\$ 412,984

Notes:

Meal Services include food, delivery, and nutrition counseling

Information and Assistance – Direct and indirect costs associated with identifying and locating older persons in need of service and assessing and periodically reassessing their need for service; collecting and providing information to link older persons and caregivers to the agencies providing needed services.

Costs reflect direct and indirect costs based on cost per unit of service.

VICE PRESIDENT OF
FINANCE AND ADMINISTRATION
3506 Wards Road
Lynchburg, VA 24502-2498



434-832-7615
centralvirginia.edu

November 21, 2025

Mr. Jeremy Bryant

Amherst County Administrator

P.O. Box 390

Amherst, VA 24521

Re: Budget Request and Estimate FY 2026-27

Dear Mr. Bryant:

Central Virginia Community College respectfully submits the following request for funding for FY 2026-27:

College Board Support:

\$ 746.00

This represents Amherst County's share of funding provided by the entire Colleges service region. The funding provided by the service region is used to support College Advisory Board activities. Activities supported include board obligations, community information and special functions. This does not include any capital budget requests that will be submitted separately if applicable. This does not include any capital budget requests that will be submitted separately if applicable.

If you have any questions, please contact Lewis Bryant at (434) 832-7615 or by email at bryantl@cvcc.vccs.edu. Thank you for your continued support of Central Virginia Community College. ***This does not submit any capital budget requests will be submitted separately if applicable.***

Sincerely,

A handwritten signature in blue ink, appearing to read "Lewis A. Bryant", with a long horizontal line extending to the right.

Lewis A. Bryant
V. P. for Finance and Administration
c: Dr. John Capps
President



Application for Outside Agency Funding

Date of Request: 12/2/2025

Agency/Organization Name: CentralVirginia Planning District Commission

Primary Contact at Agency/Organization: Alec Brebner

Full Address: 828 Main Street, 12th Floor
Lynchburg, VA 24504

Email Address: communications@cvpdc.org

Agency Description:

TheCVPDC is established under section 15.2-4200 of the Code of Virginia as one of 21 planning districts which serve the local governments of the Commonwealth. The CVPDC works to provide services for member localities and identify and develop opportunities for coordination among the region's local governments. Additionally, the CVPDC encourages and facilitates collaboration among local governments in addressing challenges and opportunities of greater-than-local significance.

Identify the sources of funding for the agency/organization in the last fiscal year and the estimated financial support for funding effective July 1st :

FY	Total Budget	Local Sources	State Sources	Federal Sources	Other Sources
2026	\$2,120,417	\$390,495	\$435,384	\$1,234,538	\$60,000
2025	\$2,005,086	\$384,132	\$413,354	\$1,072,600	\$135,000

Previous contributions received by County \$: since1969 - unknown

Last Fiscal Year funds received:\$21,076

Amount of contribution or in-kind services requested:\$21,227

Number of Amherst County community members serviced in the prior year: 31,224

Number of Amherst County community members anticipated in the funding year: 31,448



**Central Virginia Planning
District Commission**
828 Main Street, 12th Floor
Lynchburg, VA 24504
Office: (434) 845-3491
cvpdc.org

December 23, 2025

County of Amherst
Attn. Finance Department
P.O. Box 390
Amherst, VA 24521

RE: Statement of Impact

To Whom it May Concern:

The Central Virginia Planning District Commission has begun its annual budget preparation. At its regular November meeting, the Commission considered schedules of membership contributions by locality. A quorum of the Commission voted unanimously in favor of the schedule based on a rate of \$0.675 per capita. This FY2027 funding request represents no change in the rate from FY2026.

In accordance with Article VI, Section 3 of its bylaws, CVPDC requests that member cities and counties pay a rate per capita based on population estimates from the Weldon Cooper Center. The estimated population of Amherst County as of 2024 is 31,448. The Commission, therefore, formally requests \$21,227 from the county for the Fiscal Year 2027.

In FY26, the CVPDC requested \$21,076 from Amherst County. The population of all four Central Virginia counties and the city of Lynchburg ticked upward, according to population estimates, prospectively generating an additional \$1,430 in revenue to the CVPDC year over year.

Membership contributions form the foundation of a PDC's finances. State and federal dollars fund most of CVPDC's initiatives; however, these sources typically require the CVPDC to match their grants at rates ranging from 10% to 50% of the awards. In the coming fiscal year, CVPDC anticipates approximately \$2 million in direct project revenues that fund workforce development, transportation planning, commuter assistance, environmental planning, economic development planning, hazard mitigation planning, and grants administration.

Membership contributions provide a financial foundation that makes consolidated services possible. The Central Virginia Radio Communications Board connects first responders throughout the planning district. Amherst County Public Safety Director Bradley Beam is the board's chair this year.

This financial foundation equips the CVPDC to pursue resources like the PDC Housing Development Program, which provided Central Virginia \$2 million for affordable housing. Amherst County Habitat for Humanity received \$300,000 of these dollars to invest in four new homes.

The CVPDC liaises with regional, state, and federal partners to attract resources to Central Virginia. The organization is providing educational opportunities focused on housing and data centers among other topics. Amherst Mayor Dwayne Tuggle, the current chairman of the CVPDC, became connected to a

Serving Amherst, Appomattox, Bedford and Campbell Counties;
the Towns of Altavista, Amherst, Appomattox, Bedford and Brookneal; and the City of Lynchburg.

wide network through the regional organization. He is the President of the Virginia Association of Planning District Commissions and the President-Elect of the Virginia Municipal League. These platforms increase Amherst's influence on statewide policy and priorities.

Upcoming regional projects at the CVPDC include the Central Virginia Long-Range Transportation Plan, Hazard Mitigation Plan, and Comprehensive Economic Development Strategy. The CEDS will include non-traditional economic development topics ranging from agriculture to housing and will identify avenues by which the CVPDC and, more broadly, the public sector can support economic prosperity and wealth creation in Central Virginia.

The CVPDC is a political subdivision of the Commonwealth. In attestation, a current W-9 is included in our application for FY2027 funding.

The financial position of the CVPDC is sound. The most recent audit of the CVPDC's finances appears on our website at www.cvpdc.org/about/pdc-work-plan-documents. The 2025 report is on track to appear before the Planning District Commission at its next regular meeting in January.

Your staff at CVPDC is honored to work with you on these exciting projects! Please don't hesitate to contact me about any of these initiatives or any questions you might have about CVPDC finances.

Regards,

A handwritten signature in black ink, appearing to read 'Alec Brebner', written in a cursive style.

Alec Brebner, AICP – Executive Director



GREATER LYNCHBURG TRANSIT COMPANY

We're Here To Get You There!

Jeremy Bryant
County Administrator
PO Box 390
Amherst, VA 24521

January 5th, 2026

Re: FY27 Funding Request Synopsis

Dear Jeremy Bryant,

GLTC has provided service to the Madison Heights areas of Amherst County since before its incorporation as a public entity in 1974. GLTC respectfully submits its FY26 funding request of \$109,900 and notes that it is necessary to increase the local contribution to maintain the required ratio of local funds to allow for state and federal grants to be used.

For the upcoming 2027 Fiscal Year, GLTC is requesting \$109,900 which would constitute a 20% increase over Fiscal Year 2026. GLTC's primary cost drivers are increasing costs in hosted services including email and financial systems, with the largest cost driver being the 24% increase in health insurance that GLTC received in FY26 on top of the 36% increase in FY25.

Ridership on Rt. 5 has continued to trend upwards over the past several years, with ridership in July and August of FY25 averaging 1,457 passengers a month, and 1,070 passengers in September. For the current Fiscal Year, ridership in July and September was over 900 passengers a month as well. The average monthly ridership in FY24 was 498 passengers while in FY25 it was 868, a 74% increase. As of the date of this letter, average ridership for FY26 was 892 passengers a month.

This trend demonstrates that the citizens of Amherst County are increasingly utilizing GLTC's service to Madison Heights to access jobs, shopping, medical, and recreational activities. 68% of GLTC passengers are traveling to work, with shopping the next largest category of riders.

The top travel destinations for Amherst are the Wal-Mart, followed by the Sheetz located at Amelon Expressway and US-29. Staff believes based on surveys and information collected from customers that the Sheetz is not the final destination, but the closest stop to the Dollar General, Food Lion, and the Johnson Health Center facility which are all major trip generators.

This funding will allow GLTC to continue to supply mass transit and paratransit service to Madison Heights and allow citizens of the County who many not have access to a personal vehicle to have mobility





GREATER LYNCHBURG TRANSIT COMPANY

We're Here To Get You There!

both in Amherst County as well as the City of Lynchburg, and via the Breeze Bus and Amtrak, to the rest of the Commonwealth and beyond.

If there are any questions regarding GLTC's service or if you wish for GLTC to address the Board of Supervisors, I am always willing to answer any questions or present more detailed information as desired.

Sincerely,

Joshua A. Moore
General Manager

419 Bradley Drive • Lynchburg, VA 24501 | PO Box 11286 • Lynchburg, VA 24506
434.455.5080 Office • **434.528.4582** Fax • www.GLTCOnline.com

The Central Virginia Transit Management Company, Inc., employs all Administrative Staff, Bus Operators and Maintenance Personnel for the Greater Lynchburg Transit Company (GLTC). GLTC is professionally managed by First Transit, a division of First Group America.





Application for Outside Agency Funding

Date of Request: 01/05/2026

Agency/Organization Name: Horizon Behavioral Health

Primary Contact at Agency/Organization: Matthew Hartsook

Full Address: 2215 Langhorne Road
Lynchburg, VA 24501

Email Address: matthew.hartsook@horizonbh.org

Agency Description:

Horizon is the behavioral health safety net for Amherst County citizens, both adult and children. Clinical services are accessible through over 30 different programs provided in over 20 locations, including Amherst County.

Identify the sources of funding for the agency/organization in the last fiscal year and the estimated financial support for funding effective July 1st :

Page 8 of the attached fiscal year 2025 financial statements shows Horizon's operating expenses as well as operating and non-operating revenues for the fiscal year ended 6/30/2025. Funding was consistent with these amounts at the start of fiscal year 2026 (i.e. July 1st, 2025).

Local funding is mandated by the Code of Virginia, Section 37.2-509 which states that the allocation

Previous contributions received by County \$:238,760

Last Fiscal Year funds received:Fiscal Year 2026

Amount of contribution or in-kind services requested:238,760

Number of Amherst County community members serviced in the prior year:1,631

Number of Amherst County community members anticipated in the funding year:1,631



Amherst County Finance Director
153 Washington St,
Amherst, VA 24521

Horizon is the behavioral health safety net for Amherst County citizens, both adult and children. Clinical services are accessible through over thirty different programs provided in over twenty locations, including Amherst County.

Amherst county residents account for approximately 14% of all clients served. This amounted to 1,631 clients in the most recent fiscal year (fiscal year 2025). Accordingly, Horizon's funding from Amherst County in fiscal year 2025 (\$238,760) was 14% of all local funding received from the localities we serve (Amherst, Appomattox, Campbell, Bedford, and Lynchburg).

The services provided to Amherst residents included case management, outpatient therapy, psychiatric care, substance use treatment, crisis intervention, school-based services, and intermediate care for adults with developmental disabilities.

As mentioned in the Application for Outside Agency Funding, local funding is mandated by the Code of Virginia, Section 37.2-509 which states that the allocation of state funds to any CSB for operating expenses, including salaries and other costs, shall not exceed 90 percent of the total amount of state and local matching funds provided for these expenses. This section effectively defines the minimum amount of local matching as 10 percent. The sum of funds provided by all five localities must match the required 10 percent threshold. Our funding request to Amherst is 14% of the total local funds, which is consistent with the county's pro-rata share of clients served.

Thank you for the opportunity to serve the residents of Amherst County and for your support in making that service possible.

Sincerely,

Matthew Hartsook Chief Financial Officer
Horizon Behavioral Health Email:
Matthew.Hartsook@Horizonbh.org Phone:
(434) 455-3413 Mobile: (434) 841-0315



Application for Outside Agency Funding

Date of Request: January 5, 2026

Agency/Organization Name: Madison Heights Youth Baseball Association

Primary Contact at Agency/Organization: Ronnie Adams

Full Address: 208 Clearview Road
Madison Heights, Va.
24572

Email Address: mhyba@comcast.net

Agency Description:
Youth Sports Organization

Identify the sources of funding for the agency/organization in the last fiscal year and the estimated financial support for funding effective July 1st:

Our funding comes from the registration fees paid for each player to participate, local businesses that pay to sponsor teams and field banners, fundraisers that are done by the players and fundraisers done by the Board of Directors

Previous contributions received by County \$: 5000.00

Last Fiscal Year funds received: 5000.00

Amount of contribution or in-kind services requested: 5000.00 +

Number of Amherst County community members serviced in the prior year: 550 players, 150 volunteers

Number of Amherst County community members anticipated in the funding year: 750

Madison Heights Youth Baseball Association Inc.
P O Box 99
Madison Heights Va. 24572

January 5, 2026

Statement of Impact:

In 2025 the funds from the county was used for a special project that had to be done at the complex for safety purposes. We had to replace a 180 ft. long and 7 ft. high retaining wall. The wall was built in 1993 with used railroad ties. Over the years it deteriorated to an unsafe condition. We had to have the wall demolished and a new stone wall installed was built. This was a cost of \$48,000.00 All donations and grants and extra fundraisers done by the Board of Directors that we received, over monies for everyday operating cost was dedicated to the construction of this wall. The construction is 100% complete and paid in full.

Requested Funding for 2026

The cost of the construction of the wall in 2025 depleted a good amount of our long term planning funds. Any monies received above the cost of day to day operating expenses will be placed back into our long term planning account. These funds will be spent toward resurface treating the entrance road and parking areas. These areas were surface treated in 1993. The life of most surface treating projects is about 20 years. We are working with 30+ year old surface treating that desperately needs attention. The main parking lot is shared by both the baseball organization and Monelison Bruins Football. The cost of this project is approximately \$100,000.00 The impact of this project to the county residents will be to provide one of the best sports facilities in Virginia. A safe and beautiful environment where families can come to enjoy youth sports.

In closing, when considering Madison Heights Youth Baseball Association for a grant, our organization is run by all volunteers who have nothing less than the youth of our county at heart.

Thank you in advance for considering MHYBA for a possible grant.

Ronnie Adams
President MHYBA





Application for Outside Agency Funding

Date of Request: January 5, 2026

Agency/Organization Name: Madison Heights Youth Football Association (MHYFA)

Primary Contact at Agency/Organization: Mathew Snyder

Full Address: 265 Trojan Rd
Madison Heights, VA
24572 (Physical)

Email Address: madisonheightsyfa@gmail.com

Agency Description:

The Madison Heights Youth Football Association (MHYFA) is a 501(c)(3) nonprofit organization established to develop the youth of Amherst County through football and cheerleading programs that emphasize teamwork, discipline, character, and faith-based values. Our mission is to provide a safe, supportive, and uplifting environment where children can grow physically, mentally, and spiritually through competitive sports.

Identify the sources of funding for the agency/organization in the last fiscal year and the estimated financial support for funding effective July 1st :

The Madison Heights Youth Football Association (MHYFA) is supported through player registration fees, local business sponsorships, private donations, and community fundraisers, including our ongoing concession stand operations. The organization also receives valuable in-kind support from volunteers and donated resources. For the upcoming fiscal year beginning July 1, MHYFA anticipates continued community and participant support through these same sources, along with

Previous contributions received by County \$:0

Last Fiscal Year funds received: Estimate \$20,000

Amount of contribution or in-kind services requested:\$5000

Number of Amherst County community members serviced in the prior year:130

Number of Amherst County community members anticipated in the funding year:150+

Date: January 5, 2026

To:

Amherst County Board of Supervisors
c/o Amherst County Outside Agency Funding Program
Attn: Ms. Les Sprouse
Email: lesprouse@countyofamherst.com
County of Amherst, Virginia

From:

Madison Heights Youth Football Association (MHYFA)
Aka: Monelison Bruins
Email: MadisonHeightsYFA@gmail.com
Phone: 434-426-8372

Dear Members of the Amherst County Board of Supervisors,

On behalf of the Madison Heights Youth Football Association (MHYFA)—a 501(c)(3) nonprofit organization dedicated to building the youth of Amherst County through faith-based mentorship, teamwork, and sportsmanship—we respectfully submit this Letter of Intent requesting \$5,000 in funding from the Amherst County Outside Agency Funding Program for the upcoming season beginning June 1, 2026.

Our mission is rooted in both community and character. Guided by biblical values such as integrity, unity, and service, we strive to equip young athletes with the tools to succeed both on and off the field—physically, mentally, and spiritually.

Purpose of Funding

The funds requested will be used exclusively to improve the safety and well-being of all youth participants by upgrading vital safety equipment and facility infrastructure based on Madison Heights YFA Board voted area of highest need which could include:

- Replacement of outdated helmets and shoulder pads meeting current national safety standards;
- Purchase of cheer mats to ensure a secure practice environment for our cheerleading program;
- Installation of improved lighting to enhance evening practice safety and visibility;
- Replacement of football pads, blocking equipment, and other worn protective gear;
- General safety improvements to our practice facilities to ensure a secure, inclusive, and welcoming space for all children and families.

These upgrades will directly benefit over 150 youth athletes annually, along with their families and the broader Amherst County community. By ensuring that every child has access to safe, up-to-date equipment, MHYFA helps reduce injury risk, promotes physical fitness, and provides an environment that fosters teamwork, respect, and confidence.

Community Impact

The MHYFA program supports the broader mission and vision of the Amherst County Board of Supervisors by:

- Building stronger citizens through mentorship, teamwork, and accountability;
- Promoting safety and inclusivity for all youth, regardless of economic background;
- Encouraging volunteerism and civic pride, as our board and coaching staff serve without pay;
- Providing positive community engagement, offering a safe alternative to idle time and negative influences.

By investing in the safety of our facilities and participants, the County helps us continue providing an environment where young people can grow in discipline, character, and community spirit—values that reflect the heart of Amherst County.

We sincerely thank the Board for its commitment to youth development and community partnerships. Should the County require additional documentation, financial statements, or a presentation regarding this request, we would be honored to provide them promptly.

With gratitude and respect,

Sincerely,

Mathew Snyder

President, Monelison Bruins (MHYFA)

Email: MadisonHeightsYFA@gmail.com

Phone: 434-426-8372



Application for Outside Agency Funding

Date of Request: 12/22/2025

Agency/Organization Name: MonacanNation Cultural Foundation- Food Bank

Primary Contact at Agency/Organization: Sally Latimer

Full Address: 111 Highview Dr, Madison Heights, VA 24572

Email Address: sally.foodbank@mincf.org

Agency Description:

The Monacan Nation Food Bank serves all community members residing within Amherst and surrounding counties. Our mission is to nourish our community—both Tribal and non-Tribal—by providing equitable access to nutritious food, promoting food sovereignty, and honoring our cultural commitment to care for all.

Identify the sources of funding for the agency/organization in the last fiscal year and the estimated financial support for funding effective July 1st :

In the last fiscal year (Jan-Dec 2025), the majority of funding came from private foundation and nonprofit grants. We also received a small amount of funding from private donors.

Earlier this year we were abruptly informed that one of our largest funding sources, a USDA Local Food Purchase Assistance (USDA LFPA 25) Cooperative Agreement was terminated. The USDA

Previous contributions received by County \$: 0

Last Fiscal Year funds received: \$197,845

Amount of contribution or in-kind services requested: \$30,000

Number of Amherst County community members serviced in the prior year: 1631

Number of Amherst County community members anticipated in the funding year: 1957



Monacan Indian Nation Food Bank

111 Highview Drive
Madison Heights, Virginia 24574
434-363-4864 option 7

December 22, 2025

Dear Ms. Sprouse,

This letter is to confirm the Monacan Indian Nation Food Bank's intent to apply for the Amherst County outside agency funding opportunity.

The Monacan Indian Nation Food Bank (MINFB) opened in July 2019 in a single room of our ancestral Tribal Hall, serving 30 clients in its first months of operation with a \$1,000 budget. With the onset of the COVID-19 pandemic, the need for food pantry services increased greatly across the region. We were able to adapt our operations to serve clients in a contactless manner, as well as respond to emerging needs for COVID-19 tests, masks, hand sanitizer and other personal protective equipment.

Since the pandemic, the need for food pantry services has remained high. In a 2021 Lynchburg Area Community Health Assessment, 45% of respondents said they could not afford food in the past 12 months. Over this period, we have expanded our efforts to meet our clients' needs. We regularly serve 1,631 Amherst County residents of all ages. In 2024, we served 8,349 individuals overall and are on track to serve 10,000 in 2025 (final 2025 data is still pending). Approximately 20% of our clients are Monacan and 80% are those of other racial/ethnic backgrounds. We are requesting \$30,000 which will assist with food purchases and daily operations as we continue to support our many clients.

We now distribute food 4-days per week using a client-driven model. Clients are able to select a pre-set number of items from our inventory to be included in their food boxes. With clients selecting their own items, power and agency is given to clients, placing them in control of their diets and finances. This results in a more dignified experience than traditional food bank models. This also allows for culturally appropriate, dietarily appropriate, and religiously appropriate food supplementation. Funding from Amherst County would ensure that we're able to continue to provide our most requested items that meet our clients cultural, dietary and religious needs.

In addition to the distribution of food, we currently maintain a 13-bed garden and grow a wide variety of plants including tomatoes, corn, watermelon, squash, beans, herbs, and native plants important for supporting our ecosystem. We maintain a compost system, a small greenhouse, potted herbs, additional log beds with flowers to promote pollinator health. Additionally, we oversee and distribute an active seedbank program to provide seeds, and with them the opportunity to encourage and support community members interested in taking an active role in their own food system. As capacity allows, we engage in efforts to revitalize traditional food practices including hosting events, distributing recipe cards, and compiling knowledge from Monacan elders on traditional food practices. The majority of these events are open to the general public.

**"Together We Are Connected:
Nourishing the Monacan Nation and Our Community"**

We remain committed to both educating and serving the Amherst County community. Funding from Amherst County will strengthen both our mission and community, resulting in a healthier and thriving community for generations to come.

Should you have any questions, I can be reached by email at sally.foodbank@mincf.org.

Sincerely,



Sally Latimer
Executive Director



We are connected, helping Monacans and the Community alike!



Application for Outside Agency Funding

Date of Request: December 26, 2025

Agency/Organization Name: Neighbors Helping Neighbors of Amherst County Inc.

Primary Contact at Agency/Organization: Garry L Friend

Full Address: 151 Mitchell Bell Rd
Madison Heights, VA
24572

Email Address: onefriend@comcast.net

Agency Description:

We are a 501 c3 Client Choice Food Store for those individual or families needing supplemental groceries to feed themselves and/or family members each month. We are only one of three such Food Stores within Region 2000. We are 98% volunteer staffed with only one part-time paid staffer three days a week. Our main focus is food distribution. We also serve as a referral partner assisting those who call with other needs not within our mission. New this year, we took over the the former Amherst Cares , providing meals for a weekend for all students requesting assistance.

Identify the sources of funding for the agency/organization in the last fiscal year and the estimated financial support for funding effective July 1st :

The majority of our funding comes from individuals, churches, and businesses within Amherst County. We have a letter campaign each year from October to December. We estimate a total of \$165,000 by year end 2025. 30% of this comes from money transferred from the closure of Amherst Cares. We project expenses for this program (NHN4KIDS) will exceed \$50,000.

Previous contributions received by County \$: \$31,000. over 5 years.

Last Fiscal Year funds received: \$5,000.

Amount of contribution or in-kind services requested: \$5,000.

Number of Amherst County community members serviced in the prior year: 5,360 (Store Only)

Number of Amherst County community members anticipated in the funding year: 26,160 (Store/Students)



NEIGHBORS HELPING NEIGHBORS
Proverbs 22:9

Amherst County
Grant Administrator

December 26, 2025

Subject: Letter of Intent for \$5,000 requested funding.

Dear Ms. Sprouse

Neighbors Helping Neighbors will use the money we are requesting (\$5,000) to purchase food. In early 2025, the amount of food being provided to all Food Banks has drastically declined. Especially, the food provided by the USDA. USDA represents 90-95% of our canned and meat products. **We are now purchasing both.** As mentioned in the grant application, NHN took on the former program (Amherst Cares), providing an average of 560 bags per week for 36 weeks to all Amherst County Schools. **There is no State or Federal funding available for this. We are using donated funds to purchase more food.**

Sincerely,

Garry L. Friend, President
Neighbors Helping of Amherst County, Inc.



Application for Outside Agency Funding

Date of Request:

Agency/Organization Name:

Primary Contact at Agency/Organization: Cindy Miller/ Robert E Lee Soil & Water Conservation District

Full Address: 6969 Richmond Hwy Appomatox, VA 24522

Email Address: cindy.miller@releeconservation.com

Agency Description: The Robert E Lee Soil & Water Conservation District serves the Counties of Amherst, Appomatox, Campbell and the City of Lynchburg totaling an area of about 1385 square miles. The long range responsibilities of Soil and Water Conservation Districts are to provide technical assistance, education resources and cost-share funding to producers and landowners. The funding is for installing conservation practices that reduce soil erosion and prevent non-point source pollution from entering our water resources. The staff is responsible for the following: Administration of the Virginia Cost-Share Program and the Falling River TMDL Cost Share Program.

Identify the sources of funding for the agency/organization in the last fiscal year and the estimated financial support for funding effective July 1st : FY24/25 DCR support \$646,453 DCR Cost Share funds \$2714,615 Local Sources \$10,000 Amherst Co; \$10,000 Campbell Co; \$10,000 Lynchburg City Total Allocations: \$3,391,068

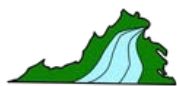
Previous contributions received by County \$: \$10,000 per year

Last Fiscal Year funds received: \$10,000

Amount of contribution or in-kind services requested: \$10,000

Number of Amherst County community members serviced in the prior year: 385 students and 4 Farms providing grant funds of \$374,933.25

Number of Amherst County community members anticipated in the funding year: 500+ students and 4 Farms and approximately \$300,000.



Robert E. Lee Soil and Water
CONSERVATION DISTRICT

Serving the Counties of Amherst, Appomattox, Campbell and the City of Lynchburg.



CONTACT US

(434) 352-2819
6969 Richmond Hwy.
Appomattox, VA 24522

December 15, 2025
Jeremy Bryant, County Administrator
RE: FY 26/27 Funding Request

Whom it may concern:

The R.E.L. District directors and staff greatly appreciate your past financial support in administering our district's programs. A funding amount of \$10,000 was received for fiscal year 2025-2026. The district respectfully requests funding for fiscal year 2026-2027 in the amount of \$10,000.

Our most recent audit report conducted in December 2024 is included with this letter. Our next audit is scheduled for December of 2025, and I will forward that report as soon as it is available to us.

Your funding allows us to provide educational and outreach programs to our constituents in Amherst County. An annual report is included with this letter where you can find many of the programs we held in 2024-2025. We greatly appreciate and recognize your contribution in making these programs possible.

Sincerely,

Cynthia Miller, District Operations Manager

Joetricia Humbles

Joetricia Humbles, District Chairperson

Zachary Campbell

Zachary Campbell, Amherst County Director



Application for Outside Agency Funding

Date of Request: 12/23/2025

Agency/Organization Name: SmallBusiness Development Center -Lynchburg Region

Primary Contact at Agency/Organization: Stephanie Keener

Full Address: 300 Lucado Place
Lynchburg, VA 24504

Email Address: skeener@lynchburgregion.org

Agency Description:

SBDC provides technical assistance to small businesses in all areas from startup, growth, development, and expansion of small business on a variety of relevant topics. Assistance in loan package development, access to capital, investor relations, marketing/media, import/export and other advising for small businesses. Assistance in creating growth and employment opportunities within the local economy. Assistance at the SBDC is FREE and confidential. We are a part of the Virginia SBDC network, operated through a cooperative agreement with the US Small Business Administration.

Identify the sources of funding for the agency/organization in the last fiscal year and the estimated financial support for funding effective July 1st :

SBDC - Lynchburg Region is funded by federal, state, and local resources. In our region, our local government partners are encouraged to fund based on a \$0.25 per capita rate. Funders include City of Lynchburg, Appomattox County, Campbell County, Bedford County, and the Towns of Altavista and Bedford. Total estimated funding from local partners is \$72,390, including Amherst's contribution. Our financial statement with more detailed information is attached.

Previous contributions received by County \$: 6500

Last Fiscal Year funds received: 2026

Amount of contribution or in-kind services requested: \$6500

Number of Amherst County community members serviced in the prior year: 52

Number of Amherst County community members anticipated in the funding year: 60

Small Business Development Center – Lynchburg Region
Lynchburg Regional Business Alliance
300 Lucado Place
Lynchburg, VA 24504
434-845-5966 x30



December 23, 2025

SBDC – Lynchburg Region Request to Amherst County

Statement of Impact

The Virginia SBDC – Lynchburg Region provides technical assistance to small businesses in all areas from startup, growth, development, and expansion of small business on a variety of relevant topics. Assistance in loan package development, access to capital, investor relations, marketing/media, import/export and other advising for small businesses. Assistance in creating growth and employment opportunities within the local economy. Assistance at the SBDC is **FREE and confidential**. We are part of the network of referral agencies who assist the Amherst County Office of Economic Development to grow and support businesses in the County. The Virginia network of Small Business Development Centers promote the growth of local small businesses and nurtures the dreams of aspiring entrepreneurs. A brighter and more prosperous community is built on the foundation of our small business assistance programs. For more information on impact across the Commonwealth, virginiasbdc.org.

Amherst County FY 2026 Statistics

- *Total number of Amherst County residents impacted at SBDC: **52***
- *Clients who met with SBDC Advisors for at least one hour: **12***
- *Number of Amherst County citizens who attended SBDC events across the Commonwealth: **36***
- *Number of events across the Commonwealth that Amherst Co. attended: **28***
- *Business starts in Amherst County: **2***

*Amherst participants in CO.STARTERS, Fall 2024: **2***



Funded in part through a Cooperative Agreement with the U.S. Small Business Administration. SBDC - Lynchburg Region is hosted by the Lynchburg Regional Business Alliance and is part of the Virginia SBDC network headquartered at George Mason University.

Small Business Development Center – Lynchburg Region
Lynchburg Regional Business Alliance
300 Lucado Place
Lynchburg, VA 24504
434-845-5966 x30
December 23, 2025
Letter of Intent: FY 2027 Funding Request



To the Amherst County Board of Supervisors,

The Small Business Development Center (SBDC) – Lynchburg Region formally requests **\$6,500** in funding for Fiscal Year 2027. This investment is critical to maintaining our mission of providing free, confidential, and expert-led business advising to the citizens of Amherst County. One hundred percent of these funds are used for this purpose.

Funding Utilization & Federal Match

The requested **\$6,500** serves as an integral 1:1 match for federal funding provided by the U.S. Small Business Administration (SBA).

- **Total Impact:** Your local investment is doubled to **\$13,000**.
- **Contingency:** Because this is a 1:1 match, the loss of County funding would result in the loss of the corresponding federal funds, significantly reducing our capacity to serve local business owners.

Benefits to the Citizens of Amherst County

This funding ensures that Amherst entrepreneurs have access to professional resources—at no cost and without membership requirements—that are otherwise unavailable in the public sector. Benefits include:

- **Capital Access & Economic Growth:** We assist Amherst businesses in securing capital, navigating financial management, and planning for growth. Our FY 2027 goal is to assist in **\$2.5 million in capital formation**, region wide.
- **Direct Advising & Education:** Citizens receive individualized technical assistance in project management and future planning, alongside seminars on marketing, social media, finding a location, and other business topics.
- **Specialized State Resources:** Through our state headquarters at George Mason University, Amherst businesses gain access to elite programs in **Export Counseling, Craft Beverage Assistance, and Innovation Commercialization**.
- **Job Creation:** By supporting businesses throughout their entire life cycle—from idea formulation to expansion—our services directly contribute to job creation and retention within the County.

The SBDC remains committed to collaborating with the Amherst EDA, the Chamber of Commerce, and the County of Amherst to ensure a robust and resilient local economy.

Sincerely,

Stephanie Keener



Funded in part through a Cooperative Agreement with the U.S. Small Business Administration. SBDC - Lynchburg Region is hosted by the Lynchburg Regional Business Alliance and is part of the Virginia SBDC network headquartered at George Mason University.



Application for Outside Agency Funding

Date of Request: January 5, 2026

Agency/Organization Name: Southeast Rural Community Assistance Project, Inc. (SERCAP)

Primary Contact at Agency/Organization: Timothy 'Tim' B. Cotton

Full Address: 347 Campbell Ave, SW,
Roanoke, VA 24016

Email Address: tcotton@sercap.org

Agency Description:

Southeast Rural Community Assistance Project, Inc. (SERCAP) is a 501 (c)(3) nonprofit organization that provides training, technical, and financial assistance to communities throughout the Commonwealth of Virginia to address critical water/wastewater infrastructure, affordable housing, community development, and economic development needs. SERCAP's mission is to improve the quality of life for low-income individuals by promoting affordable water/wastewater facilities, community development, environmental health, and economic self-sufficiency.

Identify the sources of funding for the agency/organization in the last fiscal year and the estimated financial support for funding effective July 1st :

For FY2025, SERCAP received: Approx. \$8,781,753 in federal, state, local, and private grants; \$82,800 in Loan Fund Collections; \$224,140 via its IPR-Flex Program; \$251,930 in Fee for Service income; approx. \$60,000 in individual donations; \$45,765 in Interest Income; and \$41,231 in other revenue. For FY2026, SERCAP anticipates at-least level funding from these same sources.

Previous contributions received by County \$: 0.00

Last Fiscal Year funds received: 0.00

Amount of contribution or in-kind services requested: \$5,000.00

Number of Amherst County community members serviced in the prior year: 6

Number of Amherst County community members anticipated in the funding year: TBD



347 Campbell Avenue, SW | Roanoke, Virginia 24016
540 345-1184 (P) | 540 342-2932 (F) | www.sercap.org



Hope F. Cupit, CPA
President & CEO

Keith Ashby
Board Chair

January 5, 2026

Amherst County
Attn: Finance Department
C/O: Leslie Sprouse
PO Box 390
Amherst, VA 24521

Dear Ms. Sprouse,

Southeast Rural Community Assistance Project, Inc. (SERCAP) is a nonprofit organization that provides training, technical, and financial assistance to rural communities and low-to-moderate income (LMI) individuals across the Commonwealth of Virginia, in order to bring clean, safe drinking water, environmentally sound wastewater facilities, affordable housing, community development, and economic development to all. SERCAP provides a variety of services from engineering and planning to grants and affordable loans that support key water and wastewater infrastructure projects in communities across Virginia. I'm writing today to request that Amherst County consider allocating **\$5,000.00** in its next budget to support SERCAP's continued efforts in providing water and wastewater infrastructure services, affordable housing, and community/economic development projects.

During the 2024/2025 Program Year, SERCAP invested over \$2.9 million into projects throughout rural Virginia. In the recent past, SERCAP has invested over \$30,000.00 into Amherst County, assisting the County's residents through its Essential & Critical Needs Grant program, Housing programs, and Loan Fund programs. A commitment of funds for FY2027 will enable SERCAP to increase the number of water, wastewater, housing, and/or community/economic development projects implemented in Amherst County. SERCAP provides infrastructure projects which will have a long-lasting impact on the Quality of Life, Environmental Health, and/or Economic Self-sufficiency of the residents of Amherst County, and the County at-large.

Thank you in advance for your earnest consideration of our request and please do not hesitate to contact me if you need additional information pertaining to the services that SERCAP has provided in your area.

Sincerely,

Timothy B. Cotton

Timothy B. Cotton
Senior Planning Lead
SERCAP



Application for Outside Agency Funding

Date of Request: 02/11/2026

Agency/Organization Name: Virginia Department of Health - Amherst County Health Department

Primary Contact at Agency/Organization: Thomas Smith, Business Manager

Full Address: 307 Alleghany Ave.
Lynchburg, VA 24501

Email Address: thomas.smith@vdh.virginia.gov

Agency Description:

Virginia Department of Health - Public health practicing through nurturing the community's well being. Attached is a list of Services.

Identify the sources of funding for the agency/organization in the last fiscal year and the estimated financial support for funding effective July 1st :

Previous contributions received by County \$: 229,000

Last Fiscal Year funds received: \$229,000

Amount of contribution or in-kind services requested: \$229,000

Number of Amherst County community members serviced in the prior year:

Number of Amherst County community members anticipated in the funding year:



Application for Outside Agency Funding

Date of Request: 12/30/25

Agency/Organization Name: Virginia Legal Aid Society

Primary Contact at Agency/Organization: Rhonda Knight Holloway, Dir. of Development

Full Address: P.O.Box 6200
Lynchburg, VA 24503

Email Address: development@vlas.org

Agency Description:

Virginia Legal Aid Society (VLAS) is a nonprofit law firm that provides legal information, advice, and representation in civil cases to low-income individuals and families. VLAS attorneys and paralegals use legal skills to solve problems in housing, family issues and domestic violence, access to health care, income and public benefits, and consumer lending. Our mission is to resolve legal problems of low-income people, promote economic and family stability, reduce poverty, and champion equal justice. See Attachments A and B for a more complete description of our many services.

Identify the sources of funding for the agency/organization in the last fiscal year and the estimated financial support for funding effective July 1st :

VLAS receives funding for our work in Amherst County from the Legal Services Corporation of Virginia (LSCV), the national Legal Services Corporation (LSC), the United Way of Central VA, and the Central VA Alliance for Community Living. We also receive funding from the Virginia Department of Criminal Justice Services for our Domestic Violence project.

Previous contributions received by County \$: 5,200

Last Fiscal Year funds received: \$5,200

Amount of contribution or in-kind services requested: \$5,400

Number of Amherst County community members serviced in the prior year: 181

Number of Amherst County community members anticipated in the funding year: 175



Development Office
P.O. Box 6200, 513 Church Street
Lynchburg, VA 24505-6200
434.528.4722 Phone
434.528.3571 Fax
David Weinau, Esq., Executive Director
Rhonda Knight Holloway, Director of Development

Writer's email: development@vlas.org

December 29, 2025

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

Dear Mr. Bryant, On behalf of Virginia Legal Aid Society, thank you for your past support. With your help,

VLAS helped

solve basic problems and improved the quality of life for many low-income men, women, and children in Amherst County. In the year that ended June 30, 2025, we closed 83 cases in Amherst County, protecting 181 people struggling to secure stable housing, resist domestic violence, and overcome other serious problems. For the fiscal year 2026-27, we request funding in the amount of \$5,400.

VLAS needs your help again this year to continue serving the members of our community. We are the only organization that provides free civil legal services to low-income people in Amherst County and our services are more needed than ever. In Virginia, civil defendants represented by an attorney are **three times** as likely to have a successful outcome as those who aren't. For low-income people in Amherst County, VLAS is often their only hope.

We ask that you consider the following when reviewing our funding request:

- Statement of Impact: the results of our work last year in Amherst County with examples of how our work benefited recent clients (Attachment A).
Please note on Attachment A, VLAS expended \$131,057 on Amherst County clients last year.
- The variety of services that VLAS provides in Amherst County (Attachment B).

With your support we can serve more clients and reduce the number of people we have to turn away for lack of resources. We appreciate the opportunity to apply for funding and would enjoy the opportunity to appear before your budget committee or your full board to further discuss our application. Please contact me if you have any questions or comments.

Sincerely,

Rhonda Knight Holloway
Director of Development





Application for Outside Agency Funding

Date of Request: 12/16/2025

Agency/Organization Name: YWCA Central Virginia

Primary Contact at Agency/Organization: Kim Torres, Director of Finance & Human Resources

Full Address: 626 Church Street
Lynchburg, VA 24504

Email Address: kim.torres@ywcacva.org

Agency Description:

YWCA Central Virginia has been helping residents when they need it most for 113 years in the region. We provide support for victims of domestic violence and sexual assault, and we work towards the reduction and elimination of family violence.

YWCA Central Virginia provides emergency shelter (two locations), a 24/7 hot-line for victims of domestic violence and sexual assault, emergency room accompaniment for sexual assault victims,

Identify the sources of funding for the agency/organization in the last fiscal year and the estimated financial support for funding effective July 1st :

YWCA Central Virginia receives the vast bulk of its funding through local, state, and federal grants. Donations, gifts in kind, revenue from services also provide funding of approximately \$100K as does Church Street Bridal, which is a wholly-owned dress store selling new wedding gowns, the proceeds of which go towards supporting the domestic violence shelters. Funding for 2025-6 is budgeted to be

Previous contributions received by County \$:3395.00

Last Fiscal Year funds received:08/08/2025

Amount of contribution or in-kind services requested:3395.00

Number of Amherst County community members serviced in the prior year:386

Number of Amherst County community members anticipated in the funding year:400

20 December 2025

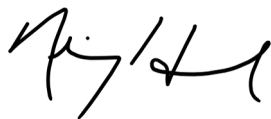
Dear Ms. Sprouse,

The YWCA Central Virginia is honored to be a long-term partner of Amherst County and its residents. As you know, we have been supporting women in the local region for the past 113 years. Our services that are directly utilized by Amherst County residents include:

- Two domestic violence shelters (in Lynchburg and Altavista)
- A 24/7 hotline for local residents to call when need of support and resources pertaining to domestic violence and sexual assault
- A Sexual Assault Response Program (SARP) based at Lynchburg General Hospital which provides 24/7 coverage for survivors of sexual assault in securing needed resources (court advocacy, court orders, etc.)
- Court Advocacy based in five surrounding counties including Amherst
- Support Groups of domestic violence and sexual assault including two based in Amherst
- A supervised family visitation center based in Lynchburg utilized by Amherst families

Funding from previous years has been used to fund all of these operations. With proper funding, we will continue to offer all of these services to the local region including Amherst County residents. The amount being requested FY 2027 is the same as last year's at \$3995. We do hope you will consider matching the funding so we can continue to offer our critical services to Amherst residents.

Yours sincerely,



Dr. Nancy Hubbard, FRSA
CEO, YWCA Central Virginia

626 Church Street
Lynchburg, VA 24504
(434) 847-7751
www.ywcacva.org