



## BOARD OF SUPERVISORS MEETING

### ADDENDUM PACKET

September 10, 2019

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**County of Prince Edward  
Board of Supervisors  
Agenda Summary**

**Meeting Date:** September 10, 2019  
**Item No.:** 17  
**Department:** Board of Supervisors  
**Staff Contact:** Kate Pickett Eggleston  
**Issue:** Recognitions

**Summary:** “Recognitions” is an opportunity for the Board of Supervisors to recognize achievements in our community, with a focus on the accomplishments of the students at the Prince Edward County Public Schools and Fuqua School, and our employees and our citizens volunteers who serve the County of Prince Edward.

- a. We would like to recognize Prince Edward County High School Students who participated in the Chemistry Olympiad Competition, which is a national multi-tiered competition. First, we recognize Antonio Harvey, who placed fourth on the first-year exam.

We would like to recognize the following students who took the 2nd year exam: Katrina Carrera (graduated May 2019), Maria Carrera, Tiba Hamza (who placed second), Naomi Jones, Rachael Kinzer (graduated May 2019; placed third), Abigail Swanson, Emma Watson, Melissa Williams.

Prince Edward won the Team Award for the second-year exam in the Large School category. Prince Edward was also the winner of the School Award for the second-year exam. In addition, Tiba Hamza and Rachael Kinzer represented Prince Edward by taking the National exam.

This makes the 5th consecutive year that Prince Edward has won a Team award (either 1st or 2nd year exam) and the second time that we have won the School award. Prince Edward consistently has one or more students earn one of the top three scores on the exam for their year.

- b. We would like to recognize Fuqua School Sophomore, Hunter Melton, who was chosen to participate in a unique program in Washington, D.C. this summer. He was able to join a group of other students on the campus of The George Washington University for a two-week college-like experience studying Constitutional Law and Ethics. The program, sponsored by the New York Times, employed professors from both George Washington and Georgetown Universities to lead an intense course utilizing all the exceptional resources and contacts D.C. has to offer.

**Attachments:**

**Recommendation:**

Motion \_\_\_\_\_  
 Second \_\_\_\_\_

Cooper-Jones \_\_\_\_\_  
 Emert \_\_\_\_\_  
 Gilliam \_\_\_\_\_

Jones \_\_\_\_\_  
 Pride \_\_\_\_\_  
 Southall \_\_\_\_\_

Townsend \_\_\_\_\_  
 Wilck \_\_\_\_\_

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**County of Prince Edward  
Board of Supervisors  
Agenda Summary**

**Meeting Date:** September 10, 2019  
**Item No.:** 18  
**Department:** Treasurer  
**Staff Contact:** Donna Nunnally  
**Issue:** Treasurer's Report

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**Summary:** The Treasurer's Report for July 2019 is attached.

**Attachments:** July 2019 Treasurer's Report

**Recommendation:**

Motion \_\_\_\_\_  
Second \_\_\_\_\_

Cooper-Jones \_\_\_\_\_  
Emert \_\_\_\_\_  
Gilliam \_\_\_\_\_

Jones \_\_\_\_\_  
Pride \_\_\_\_\_  
Southall \_\_\_\_\_

Townsend \_\_\_\_\_  
Wilck \_\_\_\_\_

**Prince Edward Board of Supervisors Treasurer's Report - July 2019**

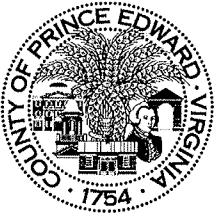
<b>Name of Bank</b>	<b>Bank Balance</b>			<b>Available Balance</b>
Benchmark Pooled Fund Account	\$ 10,382,886.66			\$ 10,382,886.66
Benchmark Social Services	\$ 337,684.93			\$ 337,684.93
Benchmark School Fund	\$ 500,952.17			\$ 500,952.17
Benchmark Food Service	\$ 230,586.84			\$ 230,586.84
<b>TOTAL</b>				<b>\$ 11,452,110.60</b>
<b>Certificate of Deposits</b>				
Benchmark				\$ 609,724.91
Farmers Bank				\$ 211,676.94
<b>TOTAL</b>				<b>\$ 821,401.85</b>
<b>GRAND TOTAL</b>				<b>\$ 12,273,512.45</b>

**Prince Edward Board of Supervisors Treasurer's Report - July 2018**

<b>Name of Bank</b>	<b>Bank Balance</b>			<b>Available Balance</b>
Benchmark Pooled Fund Account	\$ 10,909,514.47			\$ 10,909,514.47
Wells Fargo Social Services	\$ 273,498.31			\$ 273,498.31
Benchmark School Fund	\$ 833,094.10			\$ 833,094.10
Benchmark Food Service	\$ 385,781.14			\$ 385,781.14
<b>TOTAL</b>				<b>\$ 12,401,888.02</b>
<b>Certificate of Deposits</b>				
Benchmark				\$ 609,724.91
Farmers Bank				\$ 210,882.92
<b>TOTAL</b>				<b>\$ 820,607.83</b>
<b>GRAND TOTAL</b>				<b>\$ 13,222,495.85</b>

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County of Prince Edward  
Board of Supervisors  
Agenda Summary

**Meeting Date:** September 10, 2019  
**Item No.:** 19  
**Department:** County Administration  
**Staff Contact:** Crystal Baker  
**Issue:** Review of Accounts & Claims

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**Summary:** A Board mileage spreadsheet is attached for the Board's reviews.

**Attachments:** Board of Supervisors Mileage Report

**Recommendation:**

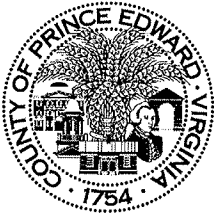
Motion \_\_\_\_\_  
Second \_\_\_\_\_

Cooper-Jones \_\_\_\_\_  
Emert \_\_\_\_\_  
Gilliam \_\_\_\_\_

Jones \_\_\_\_\_  
Pride \_\_\_\_\_  
Southall \_\_\_\_\_

Townsend \_\_\_\_\_  
Wilck \_\_\_\_\_





**County of Prince Edward  
Board of Supervisors  
Agenda Summary**

**Meeting Date:** September 10, 2019  
**Item No.:** 20  
**Department:** County Administration  
**Staff Contact:** W.W. Bartlett  
**Issue:** Public Hearing -Budget Amendments FY20

**Summary:**

The attached spreadsheet displays proposed amendments to the County’s FY20 Budget.

The chairman of the Prince Edward County School Board informed the County the School system would be receiving \$137,467 from the GO Virginia competitive funding pool. The grant is called the Great Opportunities in Technology and Engineering Careers or GOTEC. Additionally, the schools will be receiving \$268,849 in School Improvement Grant funds to be used in the Middle School. This is a total of \$406,316 and will be expended in the Instructional line item

County staff is also requesting to reappropriate a total of \$41,672 from the FY19 budget into FY20. This request is allowed by section 9 of the Annual Appropriations resolution. \$26,150 will be used to update computers, printers etc. The County’s technology consultant had some personal issues that prevented him from completing these purchases but the outdated computers, software etc. need to be replaced. The \$15,522 will be used to purchase an animal control insert into the new pickup truck that was purchased last Fiscal Year. The County did not receive the insert until after the end of FY19.

Also contained in the attachment is the budget amendment for the new EMS fund. As you will recall the Board approved the appropriation of \$128,000 to assist in the purchase of a new ambulance for PEVRS. The thought was that our other partners would help in funding the remainder. The Town of Farmville, Longwood and Hampden-Sydney have all pledged to provide \$30,000 to help fund an Executive position. In addition, the Town of Farmville has agreed to provide up to \$50,000 annually to assist PEVRS in all maintenance of the Vehicles which will relieve the County from providing funding for these items.

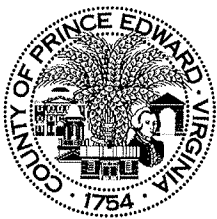
**Attachment:** Proposed amendments to FY20 General Fund budget

**Recommendations:** Amend the FY20 budget as requested and appropriate the same funds

Motion _____	Cooper-Jones _____	Jones _____	Townsend _____
Second _____	Emert _____	Pride _____	Wilck _____
	Gilliam _____	Southall _____	

## FY20 BUDGET AMENDMENTS

REV/EXP	FUND	DEPARTMENT	OBJECT	DESCRIPTION	DEBIT	CREDIT
3	250	24020	0112	GO TEC Grant		\$137,467
3	250	33020	0041	School Improvement Grant		\$268,849
4	250	61000	0001	Instruction	\$406,316	
3	100	41050	100	From Fund Balance		\$41,672
4	100	94000	0002	Computer System	\$26,150	
4	100	94000	0005	Motor Vehicles	\$15,522	
3	205	11010	2019	EMS District - Real Estate		\$153,121
3	205	11020	2019	EMS District - PSC		\$9,900
3	205	11030	2019	EMS District - PP		\$136,079
3	205	11031	2019	EMS District - Mobile Home		\$800
3	205	11040	2019	EMS District - M & T		\$100
4	205	32301	8205	PEVRS Vehicle	\$255,000	
4	205	32301	8203	PEVRS Communication Equip	\$8,920	
4	205	93000	0205	TO EMS Fund Balance	\$36,080	



**County of Prince Edward  
Board of Supervisors  
Agenda Summary**

**Meeting Date:** September 10, 2019  
**Item No.:** 21  
**Department:** County Administration  
**Staff Contact:** W.W. Bartlett  
**Issue:** Personal Committee Report

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**Summary:** The Personnel Committee comprising Chairman Jim Wilck and Supervisors Pride and Townsend will meet on September 10, 2019 at 6:00 p.m. A Committee report/recommendation will be distributed following the meeting.

Motion \_\_\_\_\_  
Second \_\_\_\_\_

Cooper-Jones \_\_\_\_\_  
Emert \_\_\_\_\_  
Gilliam \_\_\_\_\_

Jones \_\_\_\_\_  
Pride \_\_\_\_\_  
Southall \_\_\_\_\_

Townsend \_\_\_\_\_  
Wilck \_\_\_\_\_

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County of Prince Edward  
Board of Supervisors  
Agenda Summary

Meeting Date: September 10, 2019  
Item No.: 22  
Department: County Administration  
Staff Contact: W.W. Bartlett/Sarah Elam Puckett  
Issue: Monthly Reports

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Summary: Please see attachments.

**Attachments:**

- a. Prince Edward County Public Schools
- b. Tourism

**Recommendation:**

Motion \_\_\_\_\_  
Second \_\_\_\_\_

Cooper-Jones \_\_\_\_\_  
Emert \_\_\_\_\_  
Gilliam \_\_\_\_\_

Jones \_\_\_\_\_  
Pride \_\_\_\_\_  
Southall \_\_\_\_\_

Townsend \_\_\_\_\_  
Wilck \_\_\_\_\_

**Prince Edward County Public Schools  
2019-2020**

**Comparative Receipts and Expenditures  
Year to Date - Month of August 2019**

	Fiscal 2019				Fiscal 2020			
	Approved Budget	Received Year-to-Date	Percent of Revenue	Approved Budget	Received Year-to-Date	Percent of Revenue	Fiscal Year \$ Difference	Fiscal Year % Difference
<b>Receipts:</b>								
Sales Tax	2,860,777	346,454	12.11%	2,987,847	345,638	11.57%	-815.44	-0.54%
Basic Aid	6,027,146	974,366	16.17%	6,027,146	988,926	16.41%	14,559.68	0.24%
Other State	5,398,415	637,650	11.81%	5,839,656	633,960	10.86%	-3,689.91	-0.96%
<b>Total State</b>	<b>14,286,338</b>	<b>1,958,469</b>	<b>13.71%</b>	<b>14,854,649</b>	<b>1,968,524</b>	<b>13.25%</b>	<b>10,054.33</b>	<b>-0.46%</b>
Federal Funds	1,848,257	188,588	10.20%	1,904,034	260,961	13.71%	72,373.10	3.50%
Local Funds	8,440,984	692,358	8.20%	8,912,671	0	0.00%	-692,357.68	-8.20%
Cash Book	384,573	68,718	17.87%	283,925	20,888	7.36%	-47,830.04	-10.51%
<b>Total Revenue</b>	<b>\$24,960,152</b>	<b>\$2,908,132</b>	<b>11.65%</b>	<b>\$25,955,279</b>	<b>\$2,250,372</b>	<b>8.67%</b>	<b>-657,760.29</b>	<b>-2.98%</b>
<b>Expenditures:</b>								
Instruction	18,136,940	1,659,805	9.15%	18,956,366	1,952,841	10.30%	293,036.64	1.15%
Administration	1,550,068	191,129	12.33%	1,609,987	176,300	10.95%	-14,828.85	-1.38%
Transportation	1,698,028	158,190	9.32%	1,705,402	156,974	9.20%	-1,216.07	-0.11%
Maintenance	1,692,306	305,460	18.05%	1,740,577	208,526	11.98%	-96,934.13	-6.07%
Facilities	194,495	0	0.00%	150,000	38,240	25.49%	38,240.00	25.49%
Debt Service	601,358	479,593	79.75%	606,366	602,866	99.42%	123,273.81	19.67%
Technology	1,086,957	113,956	10.48%	1,186,581	38,931	3.28%	-75,024.31	-7.20%
<b>Total Expenditures</b>	<b>\$24,960,152</b>	<b>\$2,908,132</b>	<b>11.65%</b>	<b>\$25,955,279</b>	<b>\$3,174,679</b>	<b>12.23%</b>	<b>266,547.09</b>	<b>0.58%</b>



Prince Edward County Public Schools  
**Summary Financial Report**  
**August 2019**

<u>Revenues</u>	Current Month	Year to Date	Budget	Variance Actual Under (Over) Budget	YTD as a Percent of Budget
From the State:					
State Sales Tax	\$ 227,083	\$ 345,638	\$ 2,987,847	\$ 2,642,209	11.57
Basic School Aid	\$ 494,463	\$ 988,926	\$ 6,027,146	\$ 5,038,220	16.41
All Other	\$ 316,573	\$ 633,960	\$ 5,839,656	\$ 5,205,696	10.86
<b>Total State</b>	<b>\$ 1,038,118</b>	<b>\$ 1,968,524</b>	<b>\$ 14,854,649</b>	<b>\$ 12,886,125</b>	<b>13.25</b>
From the Federal Gov't.	\$ 8,170	\$ 260,961	\$ 1,904,034	\$ 1,643,073	13.71
General Fund (County)	\$ -	\$ -	\$ 8,912,671	\$ 8,912,671	0.00
Cash Book -Local	\$ 6,136	\$ 20,888	\$ 283,925	\$ 263,037	7.36
<b>Total Revenues</b>	<b>\$ 1,052,424</b>	<b>\$ 2,250,372</b>	<b>\$ 25,955,279</b>	<b>\$ 23,704,907</b>	<b>8.67</b>

<u>Expenditures</u>	Current Month	Year to Date	Outstanding Encumbrances	Budget	Expended & Encumbered (Over) Under Budget	Expen. & Encumbrance as a % of Budget
1000-Instruction	\$ 1,661,232	\$ 1,952,841	\$ 13,869,852	\$ 18,956,366	\$ 3,133,673	83.47
2000-Admin.,Health/Atten.	\$ 100,084	\$ 176,300	\$ 745,673	\$ 1,609,987	\$ 688,014	57.27
3000-Transportation	\$ 112,581	\$ 156,974	\$ 866,129	\$ 1,705,402	\$ 682,299	59.99
4000-Operation/Maintenance	\$ 178,034	\$ 208,526	\$ 405,569	\$ 1,740,577	\$ 1,126,482	35.28
6000-Facilities	\$ 38,240	\$ 38,240	\$ 6,218	\$ 150,000	\$ 105,542	29.64
7000 - Debt. Service		\$ 602,866	\$ -	\$ 606,366	\$ 3,500	99.42
8000 - Technology	\$ 124,715	\$ 163,646	\$ 453,640	\$ 1,186,581	\$ 569,295	52.02
<b>Total Expenditures</b>	<b>\$ 2,214,886</b>	<b>\$ 3,299,393</b>	<b>\$ 16,347,081</b>	<b>\$ 25,955,279</b>	<b>\$ 6,308,805</b>	<b>75.69</b>

Prince Edward County Public Schools  
35 Eagle Drive  
Farmville, Virginia 23901

**2019-2020  
Comparative Receipts and Expenditures  
Food Service Department  
Year to Date**

**Month of August 2019**

<b>Receipts:</b>	<b>Fiscal 2019</b>			<b>Fiscal 2020</b>			<b>Diff.</b>
	<b>Budgeted</b>	<b>Rec. YTD</b>	<b>Percent</b>	<b>Budgeted</b>	<b>Rec. YTD</b>	<b>Percent</b>	
State School Food	20,000	0	0.00	41,015	15,166	36.98	36.98
Fresh Fruit & Vegetable	55,000	0	0.00	55,000	0	0.00	0.00
<b>Total State</b>	<b>75,000</b>	<b>0</b>	<b>0.00</b>	<b>96,015</b>	<b>15,166</b>	<b>15.80</b>	<b>15.80</b>
Federal Reimbursement	1,056,000	22,497	2.13	1,219,760	27,800	2.28	0.15
Cash Book - Local	170,000	10,346	6.09	148,000	5,574	3.77	-2.32
<b>Total Revenue</b>	<b>\$1,301,000</b>	<b>\$32,843</b>	<b>2.52</b>	<b>\$1,463,775</b>	<b>\$48,540</b>	<b>3.32</b>	<b>0.79</b>
<b>Expenditures:</b>	<b>Budgeted</b>	<b>Expended YTD</b>	<b>Percent</b>	<b>Budgeted</b>	<b>Expended YTD</b>	<b>Percent</b>	<b>Diff.</b>
Salary	356,930	37,780	10.58	416,348	46,609	11.19	0.61
Fringe Benefits	169,270	12,996	7.68	193,400	17,543	9.07	1.39
Purchased Services	50,000	3,276	6.55	55,000	2,213	4.02	-2.53
Refunds	300	0	0.00	0	0		
Travel	4,500	0	0.00	5,000	0	0.00	0.00
Materials & Supplies	50,000	270	0.54	40,000	0	0.00	-0.54
Food Supplies	555,000	6,887	1.24	634,015	2,985	0.47	-0.77
Repairs & Maintenance	15,000	288	0.00	20,000	0	0.00	0.00
Furniture/Equipment	50,000	1,650	3.30	50,000	0	0.00	-3.30
Equipment - Grant	50,000			50,000	0		
<b>Total Expenditures</b>	<b>\$1,301,000</b>	<b>\$63,145</b>	<b>4.85</b>	<b>\$1,463,763</b>	<b>\$69,349</b>	<b>4.74</b>	<b>-0.12</b>

Prince Edward County Public Schools  
**2019-2020**  
**Food Service Department**  
**Summary Financial Report**  
**August 31, 2019**

<u>Revenues</u>	<u>Current Month</u>	<u>Year to Date</u>	<u>Budget</u>	<u>Variance Actual Under (Over) Budget</u>	<u>YTD as a Percent of Budget</u>
From the State:					
State School Food	\$ 15,166	\$ 15,166	\$ 41,015	\$ 25,849	37%
Fresh Fruit & Vegetable	\$ -	\$ -	\$ 55,000	\$ 55,000	0%
Total State Funds	\$ 15,166	\$ 15,166	\$ 96,015	\$ 80,849	16%
Federal Reimbursement		\$ 27,800	\$ 1,219,760	\$ 1,191,960	2%
Cash Book - Local	\$ 5,574	\$ 5,574	\$ 148,000	\$ 142,426	4%
<b>Total Revenues</b>	<b>\$ 20,740</b>	<b>\$ 48,540</b>	<b>\$ 1,463,775</b>	<b>\$ 1,415,235</b>	<b>3%</b>

<u>Expenditures</u>	<u>Current Month</u>	<u>Year to Date</u>	<u>Outstanding Encumbrances</u>	<u>Budget</u>	<u>Expended &amp; Encumbered (Over) Under Budget</u>	<u>Expen. &amp; Encumbrance as a % of Budget</u>
Salary	\$ 39,746	\$ 46,609	\$ 375,175	\$ 416,348	\$ (5,435)	101%
Fringe Benefits	\$ 16,118	\$ 17,543	\$ 171,644	\$ 193,400	\$ 4,214	98%
Purchased Services		\$ 2,213	\$ 10,047	\$ 55,000	\$ 42,740	22%
Refunds	\$ -	\$ -	\$ -	\$ -	\$ -	
Travel	\$ -	\$ -	\$ -	\$ 5,000	\$ 5,000	0%
Materials & Supplies	\$ -	\$ -	\$ 9,700	\$ 40,000	\$ 30,300	24%
Food Supplies		\$ 2,985	\$ 64,257	\$ 634,015	\$ 566,773	11%
Repairs & Maintenance	\$ -	\$ -	\$ 7,190	\$ 20,000	\$ 12,810	36%
Furniture/Equipment	\$ -	\$ -	\$ 8,892	\$ 50,000	\$ 41,108	18%
Equipment - grant	\$ -	\$ -	\$ -	\$ 50,000	\$ 50,000	0%
<b>Total Expenditures</b>	<b>\$ 55,864</b>	<b>\$ 69,349</b>	<b>\$ 646,904</b>	<b>\$ 1,463,763</b>	<b>\$747,510</b>	<b>49%</b>

## Tourism & Visitor Center Monthly Report for August 2019

HEARTLAND REGIONAL VISITOR CENTER GUESTBOOK SIGNINGS:					
	Virginia Guests	Other States	Other Countries	Total Guests	Average Visitors per Month:
YTD 2019	2,256	369	33	2,658	332.3
2018	3,208	425	52	3,685	307.1

Total / 8 Months

Total / ALL of 2018

### Requests for Information:

	Phone Inquiries	Video Views (All)	Center Visits	VisitFarmville.com Facebook Engagements	Tablet/Cell Web Hits	Monthly Totals:
August 2019	60	119	411	2,857	1865	5,312
August 2018	47	120	379	6,466	1951	8,963
% Difference	27.66%	-0.83%	8.44%	-55.82%	-4.41%	-40.73%

TOTAL YTD	603	371	2,658	2,857	20,674	Total YTD Inquiries:
2019 YTD						27,163
2018 YTD	533	785	2,482	66,115	11,408	81,323
% Difference	13.13%	-52.74%	7.09%	-95.68%	81.22%	-66.60%

#### Report to September Board of Supervisors:

- Virginia Tourism Corporation will be releasing their Economic Impact numbers on September 10th, but Esra Calvert, Director of Research, just had to call me with a heads up - **Prince Edward County had the highest growth rate among ALL Virginia localities from 2017 to 2018 in Tourism Expenditures with 12.7%!.**

As VTC puts it: "our efforts in product development and destination promotion shine through the data this year!"

- The VTC Welcome Center in Bracey VA (I-85 on the NC border) invited Prince Edward to come share the LOVE Summer in Farmville campaign for several hours on in early August. I took the co-branded kayak to draw the eye. Several other tourism professionals were there also seeking to entice visitors to their tables. But, everyone wanted to take their picture with that awesome kayak, and I was happy to oblige - and chat about Farmville!
- Preparing for final LOVE Summer in Farmville - at BrightEyes Alpaca Retreat on September 27 - 29. We will be set up at both the Plaza downtown Friday and Saturday, as well as at the Alpaca Retreat on Saturday, handing out passports encouraging visitors to spend a little time.....and a little money....at our local businesses.
- The company managing VisitFarmville.com was able to give me second quarter data, but states that first quarter data on the website is gone forever. The numbers to be reported moving forward will only be on a quarterly basis. Please note the reported numbers are also quite a bit lower than under the previous company's reporting