



BOARD OF SUPERVISORS MEETING

ADDENDUM PACKET

January 13, 2009

<u>Item #</u>		<u>Page #</u>
25.	<u>CONSENT AGENDA:</u>	
	a. Review of Addendum Accounts and Claims	1
	b. Erroneous Assessments: James Deskins (\$72.68 – Mobile Home) Cornell E. Walker (\$80.32 – Personal Property)	10
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28.	<u>Upcoming</u>	29
	a. <i>Library Groundbreaking Ceremony</i> Wednesday, January 28, 2009 at 11:00 a.m. Construction Site at Wilck's Lake	
	b. <i>Virginia Agriculture Summit</i> February 9 – 10, 2009 Richmond Omni	



County of Prince Edward
Board of Supervisors
Agenda Summary

Meeting Date: January 13, 2009
Item No.: 25-a
Department: Accounts Payable
Staff Contact: Barbara Poulston
Issue: Consent Agenda – Review of Accounts & Claims

Summary:

Attachments: Addendum Bill List

Recommendation: None.

Motion _____
Second _____

Fore _____
McKay _____
Ward _____

Gilfillan _____
Moore _____
Wiley _____

Jones _____
Simpson _____

1/13/2009

FROM DATE- 1/08/2009
TO DATE- 1/13/2009

ACCOUNTS PAYABLE CHECKS
PRINCE EDWARD

PAGE 1

FUND NO. -----

DESCRIPTION

\$\$ PAY \$\$

100
741

GENERAL FUND
PIEDMONT COURT SERVICES FUND
TOTAL

\$254,332.48
\$375.84
254,708.32

AP375H
1/13/2009
FUND # - 100 GENERAL FUND

PRINCE EDWARD
LISTING OF INVOICES FOR 1/08/2009 -- 1/13/2009

AFTER CHECKS
PAGE 1

MAJOR# ACCT# LIABILITIES	VENDOR NUMBER NAME	INV#	DESCRIPTION	AMOUNT
1002	31564 VA DEPT OF TAXATION	DEC 08	STATE SALES TAX	3.84 *
			ACCOUNT TOTAL	3.84 *
			MAJOR TOTAL	3.84 **
011010	BOARD OF SUPERVISORS			
3600	Advertising 15240 FARMVILLE HERALD	CO ADMR 1208	ADVERTISING	78.00 *
			ACCOUNT TOTAL	78.00 *
5307	Public Official Liability 31424 VA ASSOC OF COUNTIES GRP	2702	LIABILITY INSURANCE	792.00 *
			ACCOUNT TOTAL	792.00 *
			MAJOR TOTAL	870.00 **
012110	COUNTY ADMINISTRATOR			
6008	Vehicle & Powered Equip F 29332 TOWN OF FARMVILLE	97 1208	GAS	39.96 *
			ACCOUNT TOTAL	39.96 *
			MAJOR TOTAL	39.96 **
012310	COMMISSIONER OF REVENUE			
5230	Telecommunications 10097 AT&T	392 3231 1208A	PHONE	70.93 *
			ACCOUNT TOTAL	70.93 *
6014	Other Operating Supplies 12899 CREATIVE BUSINESS SOLUTIONS	1061	PERSONL PRPTY FORMS	195.06 *
			ACCOUNT TOTAL	195.06 *
			MAJOR TOTAL	265.99 **
021100	CIRCUIT COURT			
5230	Telecommunications 10097 AT&T	392 5171 1208	PHONE	52.25 *
			ACCOUNT TOTAL	52.25 *
			MAJOR TOTAL	52.25 **
021200	GENERAL DISTRICT COURT			
3160	Professional Services 28228 SEXTON JOYCE K	09 01004	MEDIATION	712.50 *
			ACCOUNT TOTAL	712.50 *
			MAJOR TOTAL	712.50 **
021600	CLERK OF THE CIRCUIT COURT			
6001	Office Supplies 12267 CASKIE GRAPHICS INC	23403	CASEBINDERS	277.25 *
			ACCOUNT TOTAL	277.25 *
			MAJOR TOTAL	277.25 **

MAJOR#	VENDOR	INV#	DESCRIPTION	AMOUNT
ACCT#	NUMBER			
021800	LAW LIBRARY			
5230	Telecommunications			
	10099 AT&T	315 0208 1208	DATA LINE	34.11
			ACCOUNT TOTAL	34.11 *
6012	Books and Subscriptions			
	21761 LEXISNEXIS	0812102981	ONLINE SERVICE	197.00
	22210 MATTHEW BENDER & CO INC	80175406	VA FORMS 08 SUPP SET	348.55
			ACCOUNT TOTAL	545.55 *
			MAJOR TOTAL	579.66 **
022100	COMMONWEALTH'S ATTORNEY			
5230	Telecommunications			
	10099 AT&T	392 1902 1208	PHONE	204.07
	28711 EMBARQ	392 1902 1208	PHONE	281.00
			ACCOUNT TOTAL	485.07 *
5899	Miscellaneous			
	12364 CHARLTON CECELIA	NOTARY 1208	NOTARY FEE	10.00
	21429 LAWYERS WEEKLY INC	90275	ADVERTISING	190.56
	21429 LAWYERS WEEKLY INC	91504	ADVERTISING	190.56
	21429 LAWYERS WEEKLY INC	92641	ADVERTISING	190.56
			ACCOUNT TOTAL	581.68 *
			MAJOR TOTAL	1,066.75 **
022200	VICTIM WITNESS ASSISTANCE PROGRAM			
6001	Office Supplies			
	20600 KEY OFFICE SUPPLY	352376	LABELS	13.79
	20600 KEY OFFICE SUPPLY	352412	CARTRIDGES	44.97
			ACCOUNT TOTAL	58.76 *
			MAJOR TOTAL	58.76 **
031200	SHERIFF			
6008	Vehicle & Powered Equip F			
	29332 TOWN OF FARMVILLE	97 1208	GAS	4,321.38
			ACCOUNT TOTAL	4,321.38 *
			MAJOR TOTAL	4,321.38 **
032500	EMERGENCY SERVICES			
6014	Other Operating Supplies			
	21805 KORMAN SIGNS	213681	SIGNS & HARDWARE	1,124.35
			ACCOUNT TOTAL	1,124.35 *
			MAJOR TOTAL	1,124.35 **
033200	REGIONAL JAIL & DETENTION			
3196	Purchase of Services - Ja			
	25375 PIEDMONT RGNL JUVENILE	792	JUVENILE DETENTION	8,100.00
			ACCOUNT TOTAL	8,100.00 *

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1/13/2009
FUND # - 100 GENERAL FUND

PRINCE EDWARD
LISTING OF INVOICES FOR 1/08/2009 -- 1/13/2009

AFTER CHECKS
PAGE 3

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	DESCRIPTION	INV#	AMOUNT
7001	25380	Piedmont Regional Jail-Pe PIEDMONT REGIONAL JAIL	INMATE PER DIEM	541	4,175.60 4,175.60 * 12,275.60 **
034100		BUILDING OFFICIAL			
3311	14287	Repairs & Maint-Auto EAST END CHEVRON	OIL CHANGE	JAN 1 09	28.95 28.95 *
6008	29332	Vehicle & Powered Equip F TOWN OF FARMVILLE	GAS	97 1208	226.26 226.26 * 255.21 **
035100		ANIMAL CONTROL			
5230	15910 28711	Telecommunications FOSTER RAY EMBARQ	CELL PHONE BATTERY PHONE	PHONE BATTERY 223 7310 1208	14.86 31.88 46.74 *
5821	999999 999999 999999	Coyote Bounties BUTLER JOHN FARISS TODD LONG WILLIAM	BOUNTY BOUNTY BOUNTY	COYOTE 1208C COYOTE 1208C COYOTE 1208C	50.00 50.00 50.00 150.00 *
6001	31399	Office Supplies VACA	ANIMAL LAW HANDBOOKS	HANDBOOKS 1208	50.00 50.00 *
6008	29332	Vehicle & Powered Equip F TOWN OF FARMVILLE	GAS	97 1208	372.36 372.36 * 529.10 **
036100		BIOSOLIDS MONITORING			
5230	29339	Telecommunications TOOMES MANUEL H JR	INTERNET	EXPENSES 1208	24.67 24.67 *
6008	29332	Vehicle & Powered Equip F TOWN OF FARMVILLE	GAS	97 1208	159.05 159.06 * 183.73 **
042300		REFUSE DISPOSAL			
3311	12032 12032	Repairs & Maint-Auto & Eq C & L MACHINE & WELDING C & L MACHINE & WELDING	ROLLER ASSEMBLY TARP REPAIR	153949 154172	757.95 120.00

MAJOR#	ACCT#	VENDOR NUMBER	VENDOR NAME	INVT#	DESCRIPTION	AMOUNT
3840		27191	Contract Landfill - POS RESOURCE INTERNATIONAL	JAN 8 09 908298	TRUCK MAINTENANCE PUSHEROOM & SHOVEL	1,122.69 *
3841		28866	Purchase of Serv - Recylli STEPS, INC	34228 DEC 08	GSDWTR MONITORING RECYCLING FEE	1,625.05 * 1,609.81 * 1,609.81 *
5110		28640	Electrical Services SOUTHSIDE ELECTRIC COOP	114379 003 1208	VIRSO SITE	177.90
		31846	DOMINION VA POWER	0599507431 1208	RICE SITE	159.60
5230		18097	Telecommunications AT&T	392 3675 1208	PHONE	40.94
		28711	EMBARQ	223 1595 1208	PHONE	36.48
6008		29332	Vehicle & Powered Equip F TOWN OF FARMVILLE	97 1208	GAS	77.42 *
042610			SANDY RIVER RESERVOIR			1,513.33
3160		13779	Professional Services DRAPER ADEN ASSOCIATES	2008110541	WATER SUPPLY PLAN	1,513.33 *
043200			GENERAL PROPERTIES			6,285.80 **
3310		29242	Repairs/Maintenance THYSSENKRUPP ELEVATOR	JAN-MAR 09	MAINTENANCE CONTRACT	3,770.00 *
5110		31844	Electrical Services DOMINION VA POWER	2786281903DC08A	COURTHOUSE	10,284.79
		31846	DOMINION VA POWER	81054759441208A	AG BLDG	2,391.14
5120		14700	Heating Services ELLINGTON ENERGY SERVICE	25046	FUEL OIL	12,675.93 *
		27907	ROY C JENKINS INC	4100648	HEATING OIL	6,600.00
5230		10099	Telecommunications AT&T	223 8665 1208A	PHONE	432.23
		28711	EMEARQ	024 0033 1208	LINE TO HOSPITAL	7.97
		28711	EMEARQ	223 8665 1208	PHONE	46.93
6005		10719	Janitorial Supplies ARAMARK UNIFORM SERVICES	72304002 1208	JANITORIAL SUPPLIES	89.01 *
						354.39
					ACCOUNT TOTAL	3,770.00 *
					MAJOR TOTAL	3,770.00 **
					ACCOUNT TOTAL	1,975.43
					ACCOUNT TOTAL	1,975.43 *
					ACCOUNT TOTAL	10,284.79
					ACCOUNT TOTAL	2,391.14
					ACCOUNT TOTAL	12,675.93 *
					ACCOUNT TOTAL	6,600.00
					ACCOUNT TOTAL	432.23
					ACCOUNT TOTAL	7,032.23 *
					ACCOUNT TOTAL	34.11
					ACCOUNT TOTAL	7.97
					ACCOUNT TOTAL	46.93
					ACCOUNT TOTAL	89.01 *
					ACCOUNT TOTAL	354.39

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1/13/2009
FUND # - 100 GENERAL FUND

PRINCE EDWARD
LISTING OF INVOICES FOR 1/08/2009 -- 1/13/2009

AFTER CHECKS
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MAJOR#	VENDOR NUMBER	VENDOR NAME	DESCRIPTION	AMOUNT
	17312	HANDI-CLEAN PRODUCTS INC	CLEANING SUPPLIES	95.95
		SI 96077		450.34 *
6007	21811	Repairs and Maintenance S		
	21811	LOWE'S	SERVICE CHARGE	9.01
	21811	LOWE'S	SPRAY PAINT	3.97
	21811	LOWE'S	SPRAY PAINT	9.34
	21811	LOWE'S	LIGHTBULBS	124.90
	27922	CINTAS CORPORATION #524	UNIFORM RENTAL	476.00
			ACCOUNT TOTAL	623.22 *
6008	29332	Vehicle & Powered Equip F		
		TOWN OF FARMVILLE	GAS	270.81
			ACCOUNT TOTAL	270.81 *
			MAJOR TOTAL	23,116.97 **
043400		CANNERY		
5120	27907	Heating Services		
		ROY C JENKINS INC	HEATING OIL	493.81
		4100649		493.81 *
5230	10099	Telecommunications		
	28711	AT&T	PHONE	34.11
		EMBARQ	PHONE	31.13
			ACCOUNT TOTAL	65.24 *
			MAJOR TOTAL	559.05 **
053500		COMPREHENSIVE SERVICES ACT		
3160		CSA Programs		
	12280	CENTRA HEALTH	PROFESSIONAL SERVICE	1,995.00
	12280	CENTRA HEALTH	PROFESSIONAL SERVICE	1,995.00
	12280	CENTRA HEALTH	PROFESSIONAL SERVICE	1,995.00
	12280	CENTRA HEALTH	PROFESSIONAL SERVICE	2,499.00
	12280	CENTRA HEALTH	PROFESSIONAL SERVICE	2,280.00
	12280	CENTRA HEALTH	PROFESSIONAL SERVICE	2,280.00
	12280	CENTRA HEALTH	PROFESSIONAL SERVICE	2,040.00
	12280	CENTRA HEALTH	PROFESSIONAL SERVICE	2,040.00
	12280	CENTRA HEALTH	PROFESSIONAL SERVICE	2,040.00
	12280	CENTRA HEALTH	PROFESSIONAL SERVICE	2,280.00
	12280	CENTRA HEALTH	PROFESSIONAL SERVICE	2,280.00
	31876	VSDS	PROFESSIONAL SERVICE	10,047.37
			ACCOUNT TOTAL	33,771.37 *
			MAJOR TOTAL	33,771.37 **
081100		PLANNING		
3600	15240	Advertising		
		FARMVILLE HERALD	ADVERTISING	87.75 *
		CO ADWR 1208		87.75 **
			ACCOUNT TOTAL	87.75 *
			MAJOR TOTAL	87.75 **

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1/13/2009
FUND # - 100 GENERAL FUND

PRINCE EDWARD
LISTING OF INVOICES FOR 1/08/2009 -- 1/13/2009

AFTER CHECKS
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MAJOR#	VENDOR NUMBER	VENDOR NAME	ACCT#	FUND TRANSFERS OUT	INV#	DESCRIPTION	AMOUNT
0710	25820	To IDA Fund PRINCE EDWARD CO IDA				CAPITAL EQUIP LOAN	164,000.00
							164,000.00 *
						ACCOUNT TOTAL	164,000.00 **
						MAJOR TOTAL	164,000.00 **
094000		CAPITAL PROJECTS					
0013		Animal Shelter					
	21811	LOWE'S			909790	PVC FITTINGS	16.38
	21811	LOWE'S			909880	PVC FITTINGS	7.20
	21811	LOWE'S			909897	PVC FITTINGS	7.03
	21811	LOWE'S			911582	RETURNED MERCHANDISE	5.40 -
						ACCOUNT TOTAL	25.21 *
						MAJOR TOTAL	25.21 **
						FUND TOTAL	254,332.48

AP375H
1/13/2009
FUND # - 741

PIEDMONT COURT SERVICES FUND
LISTING OF INVOICES FOR 1/08/2009 -- 1/13/2009

AFTER CHECKS
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MAJOR# ACCT# 021400	VENDOR NUMBER PIEDMONT COURT SERVICES	VENDOR NAME PIEDMONT COURT SERVICES	INV#	DESCRIPTION	AMOUNT
5210	25483	Postal Services PITNEY BOWES FINANCL SERV	6947601	DC08 POSTAGE METER LEASE	202.00 202.00 *
5230	22489	Telecommunications MOONSTAR BBS	PCS 1208	INTERNET	15.00 15.00 *
5510	16944 21444	Travel - Mileage STIMPSON CONNIE LAYNE BRITTANY	MILEAGE 1208 MILEAGE 1208	MILEAGE MILEAGE	12.60 146.24 158.84 * 375.84 **
ACCOUNT TOTAL					202.00
ACCOUNT TOTAL					15.00
ACCOUNT TOTAL					12.60
MAJOR TOTAL					375.84 **
FUND TOTAL					375.84
TOTAL DUE					254,708.32

Approved at meeting of _____ on _____.

Signed _____ Title _____ Date _____
 _____ Title _____ Date _____
 _____ Title _____ Date _____



County of Prince Edward
Board of Supervisors
Agenda Summary

Meeting Date: January 13, 2009
Item No.: 25-b
Department: Commissioner of Revenue
Staff Contact: Beverly Booth
Issue: Consent Agenda – Erroneous Assessments

Summary:

See Attachments

Attachments:

- Certificate of Refund – James Deskins (\$72.68 – Mobile Home)
- Certificate of Refund – Cornell E. Walker (\$80.32 – Personal Property)

Recommendation: Approval

Motion _____	Fore _____	Gilfillan _____	Jones _____
Second _____	McKay _____	Moore _____	Simpson _____
	Ward _____	Wiley _____	

**Office of the Commissioner of the Revenue
Prince Edward County**

Certificate for Refund of Local Taxes Erroneously Assessed and Paid

Date: January 8 2009

Pay To: James Deskins

Address: 407 Industrial Park Road
Farmville, Va. 23901

Total Refund: \$72.68

The above named taxpayer has duly filed application for the refund of Local Taxes assessed by the said Commissioner of the Revenue for the County of Prince Edward as follows:

<u>Subject of Taxation</u>	<u>Year</u>	<u>Page</u>	<u>Line</u>	<u>Value</u>	<u>Penalty/ Interest</u>	<u>Total Taxes</u>
Mobile Home	2007	271	4	12750.	-0-	72.68

The foregoing assessment(s), having been paid and on evidence submitted, it is adjudged that the foregoing assessment(s) is/are erroneous for the following reason(s):

Personal Property taxes were paid twice on this mobile home by two different taxpayers.

<u>Subject of Taxation</u>	<u>Year</u>	<u>Value</u>	<u>Taxes</u>	<u>Penalty/ Interest</u>	<u>Total</u>	<u>Refund</u>
Mobile Home	2007	12750.	72.68	-0-	72.68	72.68

Pursuant to Section 58.1-3981, Code of Virginia, I do hereby certify that the foregoing certificate for refund is correct to the best of my knowledge and belief:

Bonnie M. Booth
Commissioner of the Revenue

I do hereby approve the foregoing certificate for refund:

Tom R. Cant
Attorney for the Commonwealth

According to the foregoing certificate of refund as submitted by the Commissioner of the Revenue and approved by the Attorney for the Commonwealth, it is adjudged that the taxpayer is entitled to a refund in the amount of the difference between the taxes assessed and paid and the taxes which should have been assessed and paid, and that the Treasurer of this County is hereby directed to refund to

_____ the excess taxes paid in the amount of \$_____.

By order of the Board of Supervisors:

Date

Clerk, Board of Supervisors

**Office of the Commissioner of the Revenue
Prince Edward County**

Certificate for Refund of Local Taxes Erroneously Assessed and Paid

Date: January 8, 2009

Pay To: Cornell Eugene Walker

Address: 414 Dry Bridge Road
Farmville Va. 23901

Total Refund: \$80.32

The above named taxpayer has duly filed application for the refund of Local Taxes assessed by the said Commissioner of the Revenue for the County of Prince Edward as follows:

<u>Subject of Taxation</u>	<u>Year</u>	<u>Page</u>	<u>Line</u>	<u>Value</u>	<u>Penalty/Interest</u>	<u>Total Taxes</u>
Personal Prop	2007	1046	10	3025.	-0-	80.32

The foregoing assessment(s), having been paid and on evidence submitted, it is adjudged that the foregoing assessment(s) is/are erroneous for the following reason(s):

Personal Property tax was paid in Manassas for 2007.

<u>Subject of Taxation</u>	<u>Year</u>	<u>Value</u>	<u>Taxes</u>	<u>Penalty/Interest</u>	<u>Total</u>	<u>Refund</u>
Personal Prop	2007	3025.	80.32	-0-	80.32	80.32

Pursuant to Section 58.1-3981, Code of Virginia, I do hereby certify that the foregoing certificate for refund is correct to the best of my knowledge and belief:

Burton N. Booth
Commissioner of the Revenue

I do hereby approve the foregoing certificate for refund:

James R. Carr
Attorney for the Commonwealth

According to the foregoing certificate of refund as submitted by the Commissioner of the Revenue and approved by the Attorney for the Commonwealth, it is adjudged that the taxpayer is entitled to a refund in the amount of the difference between the taxes assessed and paid and the taxes which should have been assessed and paid, and that the Treasurer of this County is hereby directed to refund to

_____ the excess taxes paid in the amount of \$_____.

By order of the Board of Supervisors:

Date

Clerk, Board of Supervisors



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

Meeting Date: January 13, 2009
Item No.: 25-c
Department: County Administrator
Staff Contact: Wade Bartlett
Issue: Appropriations

Summary:

The CDA has requested Prince Edward County remit to the IDA all Special Tax revenue levied and collected on privately owned property within the Authority District for the year 2008.

A total of \$40,268 was collected. The amount appropriated was \$39,817. We are requesting the Board increase the budget and appropriate an additional \$451 as follows:

<u>Rev/Exp</u>	<u>Fund</u>	<u>Department</u>	<u>Object</u>	<u>Description</u>	<u>Debit</u>	<u>Credit</u>
3 (Rev)	115	011015	0001	CDA Special Tax		\$451
4 (Exp)	115	012110	0001	Special Levy Pmt to CDA	\$451	

Attachments: Letter of Request from CDA

Recommendation: Approve as presented.

Motion _____
 Second _____

Fore _____
 McKay _____
 Ward _____

Gilfillan _____
 Moore _____
 Wiley _____

Jones _____
 Simpson _____

THE POPLAR HILL COMMUNITY DEVELOPMENT AUTHORITY,
PRINCE EDWARD COUNTY VIRGINIA
c/o C. Norman Krueger, Chairman
Hampden-Sydney College
Hampden-Sydney, VA 23943

January 13, 2009

Mr. Wade Bartlett
County Administrator, Prince Edward County
Post Office Box 382
Farmville, Virginia 23901

Hand Delivered—January 13, 2009

Re: The Poplar Hill Community Development Authority,
Prince Edward County, Virginia (the "Authority")
Annual Special Tax appropriation

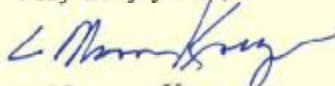
Dear Mr. Bartlett:

At a meeting of the Authority Board on January 13, 2009, I was authorized to request that, pursuant to Section 15.2-5158 of the Code of Virginia 1950, as amended, the County of Prince Edward remit to the Authority all Special Tax revenue levied and collected on the privately owned property within the Authority District for the year 2008.

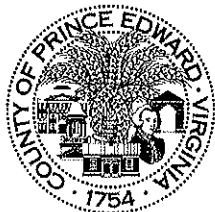
You may forward the check to me at the above address. Should you have any questions, please do not hesitate to contact me.

With best regards, I am

Very truly yours,



C. Norman Krueger



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

Meeting Date: January 13, 2009
Item No.: 25-d
Department: County Administration
Staff Contact: W.W. Bartlett/Sarah Elam Puckett
Issue: Annual Contract for Engineering Services

Summary:

As you will recall, in November/December 2007, the Board awarded annual contracts for engineering services to Draper Aden Associates, Resource International and Wiley & Wilson. The term of the current contracts has expired. The Virginia Public Procurement Act allows the County to award two additional renewals to these contracts under this procurement.

An annual contract is at no cost to the County, unless the engineering firm is used for a specific project. When the County has a project, we negotiate the price and scope of work with the engineering firms we have under contract. If we cannot reach an agreement, the County retains the option to advertise for services from other engineering firms. The limit per project for engineering fees is \$100,000.

Board approval of entering into annual contracts from January 1, 2009 to December 31, 2010 with Draper Aden Associates, Resource International and Wiley & Wilson is requested.

Attachments: None

Recommendation: Authorize renewal of annual engineering contracts.

Motion _____
Second _____

Fore _____
McKay _____
Ward _____

Gilfillan _____
Moore _____
Wiley _____

Jones _____
Simpson _____



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

Meeting Date: January 13, 2009
Item No.: 26
Department: County Administration
Staff Contact: W.W. Bartlett, County Administrator
Issue: Addendum to Library Agreement

Summary: To enable the Town of Farmville to finalize the financing for the construction of the new library, the Board of Supervisors will wish to take the following three actions:

1. Approve the Addendum to the Memorandum of Agreement between the Town and County;
2. Accept the financing bid from RBC Bank; and
3. Approve the debt service schedule option proposed by RBC with principal payments beginning in February 2010.

Attachments:

1. Addendum to the Memorandum of Agreement
2. Bid from RBC Bank
3. Debt service schedule option proposed by RBC with principal payments beginning in February 2010

Recommendation: Approve as presented.

Motion _____
 Second _____

Fore _____
 McKay _____
 Ward _____

Gilfillan _____
 Moore _____
 Wiley _____

Jones _____
 Simpson _____

Addendum to Memorandum of Agreement

This Addendum to Memorandum of Agreement is made this _____ day of January, 2009 by and between the COUNTY OF PRINCE EDWARD, VIRGINIA, hereinafter referred to as COUNTY and the TOWN OF FARMVILLE, VIRGINIA, hereinafter referred to as TOWN.

Whereas, COUNTY and TOWN entered into a Memorandum of Agreement, dated _____, 2008 (the "Library Agreement") setting forth the respective duties pertaining to the construction and maintenance of a public library (the "Library");

Whereas, COUNTY and TOWN agreed in the Library Agreement that COUNTY would pay two-thirds of the cost of construction, furnishing and equipping of the Library and the TOWN agreed to provide financing for the Library in an amount not to exceed \$4,200,000;

Whereas, TOWN proposes to issue its general obligation bond on the terms set forth in the attached proposal:

Now Therefore, in consideration of the promises and mutual covenants contained herein and in the Library Agreement, the COUNTY and TOWN hereby agree as follows:

Approval of Financing. As required by the Library Agreement, COUNTY approves the financing of the Library by the TOWN on the terms set forth in the attached proposal.

County Payments. COUNTY agrees that it will pay its two-thirds share of the cost of the Library in the amounts and on the dates set forth in the attached Schedule of County Payments, subject to annual appropriation by the Board of Supervisors.

PRINCE EDWARD COUNTY BOARD OF SUPERVISORS

By: _____ (SEAL)
William G. Fore, Jr., Chairman

FARMVILLE TOWN COUNCIL

By: _____ (SEAL)
Sydnor C. Newman, Jr., Mayor



RBC Bank™

Public and Institutional Banking
301 Fayetteville Street
Suite 1100
Raleigh, NC 27601
(919) 788-5795 phone
(919) 788-5515 fax
(888) 680-5064 toll free

January 8, 2009

Ted Cole
Davenport & Company LLC
One James Center, Ste. 1100
901 East Cary Street
Richmond, VA 23219

RE: \$4,200,000.00 General Obligation Bond, Series 2009

Dear Ted:

RBC Bank is pleased to respond to the Town of Farmville's request to provide funding for a new library. The terms and conditions of our proposal are as follows:

Borrowing Entity:	Town of Farmville, Virginia (the "Town")
Purchaser:	RBC Bank (the "Bank")
Purpose:	To provide funding for a new library (the "Project"). The library is a joint project between the Town of Farmville and the County of Prince Edward (the "County"). As specified in the Interlocal Agreement, the Town will be responsible for 1/3 of the total Project cost, while the County will be responsible for 2/3 of the total Project cost.
Anticipated Funding:	On or before February 13, 2009
Amount:	Not to exceed \$4,200,000.00
Term:	Fifteen (15) years
Interest Rate:	3.68%
Payments:	Annual principal payments beginning either February 1, 2010 or February 1, 2011, and semi-annual interest payments beginning August 1, 2009.
Prepayment Terms:	Any prepayment of the loan within the first seven (7) years will be subject to a fee of 1% of the outstanding balance. The loan may be prepaid at any time thereafter without penalty.
Security Interest:	The Bond is a General Obligation of the Town and shall constitute a pledge of the full faith and credit of the Town. Principal and interest on the Bond are payable from an ad valorem tax, unlimited as to the amount or rate, upon all property within the Town subject to taxation for General Obligation purposes.

Funding: At closing, the proceeds of the Bond will be placed in an Escrow Account.

Escrow Fund: RBC Bank will set up and administer the Escrow Fund under an Escrow Deposit Agreement and invest it in a RBC Public Funds Account for the Borrowing Entity's benefit until needed to make payments to vendors for the Project. Interest earnings accrued as a result of investment of funds will be added to the balance of the Escrow Account and will be available to pay project costs. There will be no charge for the initial set-up of this account.

Tax Status: The proposal is subject to the Town being qualified as a governmental entity or "political subdivision" within the meaning of the appropriate sections of the Internal Revenue Code. The Town agrees to cooperate with the Bank in providing evidence as deemed necessary or desirable by the Bank to substantiate such tax status.

Bank Qualification: The Borrowing Entity will represent that this agreement is designated as a "qualified tax-exempt obligation" under the \$10,000,000 small issue exemption as described within Section 265 of the Internal Revenue Code of 1986, as amended.

Change In Deductibility: If at any time there is a Change in Deductibility (hereinafter defined), the interest rate payable hereunder shall increase to the rate which will provide to the Bank the effective yield which it would have received had there not been a Change in Deductibility. A "Change in Deductibility" means any determination by the Internal Revenue service or any court of competent jurisdiction that the obligation of the Town hereunder is not a "qualified tax-exempt obligation" within the meaning of Section 265(b) (3) of the Internal Revenue Code as a result or as a consequence of (i) an action, or failure to act, by the Town or (ii) a breach of any representation or warranty made by the Town to the Bank relating to the status of this Contract as a qualified tax-exempt obligation.

Covenants of the Town: Covenants shall include, but not be limited to, the following:

A. Payments: The Town will make timely payment of all principal and interest on the Bond on or before each due date by wire transfer to the Bank.

B. Financial Statements: Not later than 180 days following the end of each Fiscal Year, beginning with the 2009 Fiscal Year, the Town and the County will provide the Bank a copy of the Comprehensive Annual Financial Report for such Fiscal Year.

C. Annual Budget and Other Information: The Town and the County will prepare the annual budget in accordance with Virginia law, and will provide to the Bank (i) a copy of their final annual budgets within 30 days of adoption thereof by the Council and (ii) such other public information as the Bank may reasonably request.

D. Tax Compliance: The Town and the County will take all actions necessary to maintain their tax-exempt status.

Conditions Precedent: The obligation of the Bank to provide the financing is subject to the satisfaction of each of the following conditions precedent on or before the Disbursement Date:

A. Opinion of Town Attorney: The Bank shall have received a written opinion of the Town's Attorney as to (1) the corporate existence of the Town; (2) the due adoption of the Resolution; (3) the due authorization, execution, validity, and enforceability of the Bond and the related financing documents

including the Interlocal Agreement between the Town and the County; (4) the absence of litigation against the Town relating to its existence or powers, or the proceedings for the authorization and issuance of the Bond, in form and substance satisfactory to the Bank; and (5) such other matters as the Bank may reasonably request, in form and substance satisfactory of the Bank.

- B. Documentation: All financing documentation will be subject to final satisfactory review and approval by the Bank and Bank's Counsel. Drafts of the proposed documents will be provided to the Bank once the bid had been awarded.
 - C. Bank Fees: Bank Legal Counsel fees will be \$2,750.00 to review. If Bank prepares the documents, legal counsel fee will be negotiated. Christopher G. Kulp of Hunton and Williams in Richmond will represent the Bank.
 - D. Insurance: Borrower will be responsible for maintaining insurance in an amount and form acceptable to the Bank.
 - E. Representations and Warranties; No Default: The representations and warranties made by the Town herein shall be true and correct in all material respects on and as of the Disbursement Date, as if made on and as of such date; no Default shall have occurred and be continuing as of the Disbursement Date or will result from the consummation of the Bond; and the Bank shall have received a certificate from the Town to the foregoing effect.
- Events of Default:** The "Events of Default" for the Bond shall include, but not be limited to, the following items and the terms "Default" and "Events of Default" shall mean (except where the context clearly indicates otherwise), any one or more of the following events:
- A. Failure by the Town to make any payment of principal of or interest on the Bond when due.
 - B. The application for the appointment of a receiver for any party or the filing of a petition under any provisions of the Bankruptcy Code or Act by or against any party or any assignment for the benefit of creditors by or against any party.

If the terms are mutually satisfactory, they will be incorporated into the financing documentation that will be executed by the Town and the Bank.

- January 12, 2009 **Proposal Expiration:** The Bank must be notified by 5:00 p.m. that our bid will be recommended to the governing body for approval.
- January 15, 2009 **Proposal Acceptance:** The governing body must accept the proposal by this date. Upon acceptance, please return a signed copy of this letter to RBC Bank.
- February 13, 2009 **Funding Date:** The interest rate and payments will be valid for funding through this date. If this agreement is not closed by the funding date, the quote and interest rate and payments are subject to change based on current market conditions, unless extended by RBC Bank.

This letter expresses the willingness of RBC Bank to seek the additional approvals necessary for this transaction and is delivered to you with the understanding that its contents will be kept strictly confidential.

RBC Bank, as a wholly-owned subsidiary of RBC Financial Group, is a member of one of the strongest and safest financial institutions in North America. In today's market, utilization of the Bank's Balance Sheet to support the capital needs of our clients requires the use of our capital and liquidity. For this reason, it is important for those who borrow from the Bank to support our liquidity needs by maintaining deposits with the Bank. We can offer a creative and non-invasive approach to facilitate this requirement through a Money Market Account, Certificate of Deposit or an Operating Account. Your support of the Bank with liquidity helps strengthen our financial institution, allowing us to maintain a strong position to support the future capital needs of the Town and the community in general.

A final commitment will require the prior approval of RBC Bank's credit committee, documents in an acceptable form, and the negotiation of a definitive structure. Once this proposal is accepted by the governing body, please sign below and return this letter to RBC Bank.

If you have any questions, please feel free to call or e-mail me at (919) 788-5795 or marcus.smith@rbc.com.

RBC Bank



Marcus L. Smith
Director
RBC Bank Public & Institutional Banking

Accepted this ____ day of _____, 2009

By: _____

Title: _____

Town of Farmville VA
Actual Bid Results

Debt Service Scenarios (15 Year Options)

Date	RBC - S-#1			Bank of America - S-#1			Carter Bank & Trust - S-#1			SunTrust - S-#1		
	Town Allocation	County Allocation	Total	Town Allocation	County Allocation	Total	Town Allocation	County Allocation	Total	Town Allocation	County Allocation	Total
2/13/2009												
8/1/2009	24,058	48,117	72,175	24,583	49,166	73,749	26,950	53,900	80,850	28,378	56,757	85,135
2/1/2010	98,995	197,986	296,978	99,169	198,339	297,508	99,903	199,806	299,709	100,480	200,959	301,439
8/1/2010	24,430	48,859	73,289	24,970	49,939	74,909	27,410	54,820	82,230	28,885	57,769	86,654
2/1/2011	98,622	197,243	295,865	98,783	197,566	296,348	99,443	198,886	298,328	99,973	199,946	299,920
8/1/2011	23,065	46,129	69,194	23,582	47,164	70,746	25,924	51,849	77,773	27,342	54,684	82,026
2/1/2012	99,987	199,973	299,960	100,170	200,341	300,511	100,928	201,857	302,785	101,516	203,032	304,548
8/1/2012	21,649	43,298	64,948	22,142	44,284	66,426	24,377	48,755	73,132	25,733	51,465	77,198
2/1/2013	101,402	202,804	304,206	101,610	203,221	304,831	102,475	204,951	307,426	103,125	206,251	309,376
8/1/2013	20,182	40,363	60,545	20,648	41,296	61,944	22,767	45,533	68,300	24,053	48,106	72,159
2/1/2014	102,869	205,739	308,608	103,104	206,209	309,313	104,086	208,172	312,259	104,805	209,610	314,415
8/1/2014	18,660	37,321	55,981	19,098	38,196	57,294	21,089	42,179	63,268	22,301	44,602	66,902
2/1/2015	104,391	208,782	313,173	104,655	209,309	313,964	105,763	211,527	317,290	106,557	213,114	319,671
8/1/2015	17,083	34,166	51,249	17,489	34,979	52,468	19,343	38,686	58,029	20,472	40,945	61,417
2/1/2016	105,968	211,937	317,905	106,263	212,526	318,789	107,510	215,020	322,530	108,386	216,771	325,157
8/1/2016	15,447	30,895	46,342	15,820	31,641	47,461	17,525	35,049	52,574	18,565	37,129	55,694
2/1/2017	107,604	215,208	322,812	107,932	215,864	323,796	109,328	218,657	327,985	110,293	220,586	330,880
8/1/2017	13,752	27,503	41,255	14,089	28,177	42,266	15,631	31,262	46,893	16,574	33,148	49,723
2/1/2018	109,300	218,599	327,899	109,664	219,327	328,991	111,222	222,443	333,665	112,284	224,567	336,851
8/1/2018	11,994	23,987	35,981	12,292	24,584	36,876	13,660	27,319	40,979	14,497	28,995	43,492
2/1/2019	111,058	222,115	333,173	111,480	223,921	335,401	113,193	226,387	339,580	114,561	228,721	343,082
8/1/2019	10,171	20,342	30,512	10,428	20,855	31,283	11,607	23,213	34,820	12,350	24,661	36,991
2/1/2020	112,880	225,761	338,641	113,325	226,650	339,974	115,246	230,492	345,739	116,528	233,055	349,583
8/1/2020	8,281	16,562	24,843	8,495	16,986	25,479	9,469	18,938	28,407	10,069	20,138	30,208
2/1/2021	114,770	229,541	344,311	115,259	230,519	345,778	117,384	234,767	352,151	118,789	237,578	356,366
8/1/2021	6,322	12,645	18,965	6,486	12,972	19,458	7,243	14,487	21,730	7,710	15,420	23,130
2/1/2022	116,730	233,459	350,189	117,266	234,533	351,799	119,609	239,219	358,828	121,148	242,296	363,444
8/1/2022	4,290	8,580	12,870	4,403	8,806	13,210	4,926	9,852	14,778	5,248	10,497	15,745
2/1/2023	118,761	237,522	356,283	119,349	238,698	358,047	121,927	243,854	365,781	123,610	247,219	370,829
8/1/2023	2,184	4,368	6,551	2,242	4,484	6,727	2,513	5,025	7,538	2,680	5,360	8,040
2/1/2024	120,867	241,735	362,602	121,510	243,020	364,530	124,340	248,680	373,021	126,178	252,356	378,534
8/1/2024												
2/1/2025												
8/1/2025												
2/1/2026												
8/1/2026												
2/1/2027												
8/1/2027												
2/1/2028												
8/1/2028												
2/1/2029												
Totals	1,845,768	3,691,536	5,537,305	1,856,285	3,712,571	5,568,856	1,902,793	3,803,586	5,708,379	1,922,869	3,865,738	5,788,607
	Variance from Minimum											

Prepared by: Davenport & Company LLC

1/8/2009 17:18

Town of Farmville VA
 Actual Bid Results
 Debt Service Scenarios (20 Year Options)

Date	Bank of America - S# 1 & 2	RBC - S# 1 & 2
2/13/2009	NO BID PROVIDED ON 20 YEAR OPTION	NO BID PROVIDED ON 20 YEAR OPTION
8/1/2009		
2/1/2010		
8/1/2010		
2/1/2011		
8/1/2011		
2/1/2012		
8/1/2012		
2/1/2013		
8/1/2013		
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2/1/2021		
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2/1/2023		
8/1/2023		
2/1/2024		
8/1/2024		
2/1/2025		
8/1/2025		
2/1/2026		
8/1/2026		
2/1/2027		
8/1/2027		
2/1/2028		
8/1/2028		
2/1/2029		
Totals	0	0

Variance From Minimum

Town of Farmville VA
Actual Bid Results

Debt Service Scenarios (10 Year Options)

Date	Carter Bank & Trust - S&H				SunTrust - S&H				Carter Bank & Trust - S&H				SunTrust - S&H			
	Town Allocation	County Allocation	Total	Debt Service	Town Allocation	County Allocation	Total	Debt Service	Town Allocation	County Allocation	Total	Debt Service	Town Allocation	County Allocation	Total	Debt Service
8/1/2009	28,583	57,167	85,750	92,981	30,994	61,988	92,981	92,981	28,583	57,167	85,750	92,981	30,994	61,988	92,981	92,981
2/1/2010	77,732	155,464	233,196	236,425	78,808	157,617	236,425	236,425	30,625	61,250	91,875	91,875	30,625	61,250	91,875	91,875
8/1/2010	29,595	59,189	88,784	96,381	32,127	64,254	96,381	96,381	30,625	61,250	91,875	91,875	30,625	61,250	91,875	91,875
2/1/2011	76,721	153,441	230,162	233,026	77,675	155,350	233,026	233,026	79,592	158,784	238,376	238,376	79,592	158,784	238,376	238,376
8/1/2011	28,564	57,127	85,691	93,142	31,047	62,095	93,142	93,142	29,558	59,116	88,675	88,675	29,558	59,116	88,675	88,675
2/1/2012	77,752	155,503	233,255	236,264	78,755	157,509	236,264	236,264	80,559	160,918	241,377	241,377	80,559	160,918	241,377	241,377
8/1/2012	27,488	54,975	82,463	89,750	29,917	59,834	89,750	89,750	28,445	56,890	85,334	85,334	28,445	56,890	85,334	85,334
2/1/2013	78,828	157,655	236,483	239,656	79,885	159,771	239,656	239,656	81,572	163,145	244,717	244,717	81,572	163,145	244,717	244,717
8/1/2013	26,365	52,729	79,094	86,198	28,733	57,465	86,198	86,198	27,283	54,565	81,848	81,848	27,283	54,565	81,848	81,848
2/1/2014	79,951	159,901	239,852	243,209	81,070	162,139	243,209	243,209	82,734	165,469	248,203	248,203	82,734	165,469	248,203	248,203
8/1/2014	25,192	50,385	75,577	82,476	27,492	54,984	82,476	82,476	26,079	52,139	78,209	78,209	26,079	52,139	78,209	78,209
2/1/2015	81,123	162,246	243,369	246,930	82,310	164,620	246,930	246,930	83,948	167,895	251,843	251,843	83,948	167,895	251,843	251,843
8/1/2015	23,969	47,938	71,907	78,579	26,193	52,386	78,579	78,579	24,804	49,607	74,411	74,411	24,804	49,607	74,411	74,411
2/1/2016	82,346	164,693	247,039	250,827	83,609	167,218	250,827	250,827	85,214	170,427	255,641	255,641	85,214	170,427	255,641	255,641
8/1/2016	22,692	45,384	68,076	74,497	24,832	49,664	74,497	74,497	23,482	46,964	70,446	70,446	23,482	46,964	70,446	70,446
2/1/2017	83,623	167,247	250,870	254,910	84,970	169,940	254,910	254,910	86,535	173,070	259,605	259,605	86,535	173,070	259,605	259,605
8/1/2017	21,359	42,718	64,077	70,221	23,407	46,814	70,221	70,221	22,103	44,206	66,308	66,308	22,103	44,206	66,308	66,308
2/1/2018	84,956	169,912	254,869	259,186	86,395	172,790	259,186	259,186	87,914	175,829	263,743	263,743	87,914	175,829	263,743	263,743
8/1/2018	19,568	39,136	58,704	65,742	21,914	43,828	65,742	65,742	20,663	41,326	61,989	61,989	20,663	41,326	61,989	61,989
2/1/2019	86,347	172,695	259,042	263,664	87,888	175,776	263,664	263,664	89,354	178,708	268,062	268,062	89,354	178,708	268,062	268,062
8/1/2019	18,516	37,032	55,547	61,051	20,350	40,701	61,051	61,051	19,161	38,321	57,482	57,482	19,161	38,321	57,482	57,482
2/1/2020	87,799	175,599	263,398	268,555	89,452	178,903	268,555	268,555	90,857	181,713	272,570	272,570	90,857	181,713	272,570	272,570
8/1/2020	17,000	34,000	51,000	56,138	18,713	37,426	56,138	56,138	17,592	35,184	52,776	52,776	17,592	35,184	52,776	52,776
2/1/2021	89,315	178,630	267,945	273,268	91,089	182,179	273,268	273,268	92,425	184,850	277,275	277,275	92,425	184,850	277,275	277,275
8/1/2021	15,418	30,837	46,255	50,992	16,997	33,995	50,992	50,992	15,955	31,910	47,866	47,866	15,955	31,910	47,866	47,866
2/1/2022	90,897	181,794	272,691	278,414	92,805	185,609	278,414	278,414	94,062	188,124	282,186	282,186	94,062	188,124	282,186	282,186
8/1/2022	13,767	27,534	41,302	45,603	15,201	30,402	45,603	45,603	14,247	28,493	42,740	42,740	14,247	28,493	42,740	42,740
2/1/2023	92,548	185,096	277,644	283,804	94,601	189,202	283,804	283,804	95,770	191,541	287,311	287,311	95,770	191,541	287,311	287,311
8/1/2023	12,044	24,088	36,132	39,957	13,319	26,638	39,957	39,957	12,463	24,927	37,390	37,390	12,463	24,927	37,390	37,390
2/1/2024	94,271	188,543	282,814	289,449	96,483	192,966	289,449	289,449	97,554	195,108	292,661	292,661	97,554	195,108	292,661	292,661
8/1/2024	10,245	20,490	30,736	34,044	11,348	22,696	34,044	34,044	10,602	21,204	31,806	31,806	10,602	21,204	31,806	31,806
2/1/2025	96,070	192,140	288,210	295,362	98,454	196,908	295,362	295,362	99,415	198,830	298,246	298,246	99,415	198,830	298,246	298,246
8/1/2025	8,568	17,136	25,704	27,851	9,284	18,567	27,851	27,851	8,659	17,318	25,977	25,977	8,659	17,318	25,977	25,977
2/1/2026	97,547	195,095	292,642	301,555	100,518	201,037	301,555	301,555	101,358	202,716	304,074	304,074	101,358	202,716	304,074	304,074
8/1/2026	6,408	12,816	19,225	21,364	7,121	14,243	21,364	21,364	6,631	13,263	19,894	19,894	6,631	13,263	19,894	19,894
2/1/2027	99,907	199,814	299,721	308,042	102,681	205,361	308,042	308,042	103,386	206,771	310,157	310,157	103,386	206,771	310,157	310,157
8/1/2027	4,363	8,726	13,089	14,570	4,857	9,713	14,570	14,570	4,515	9,030	13,545	13,545	4,515	9,030	13,545	13,545
2/1/2028	101,952	203,905	305,857	314,856	104,945	209,891	314,856	314,856	105,502	211,004	316,507	316,507	105,502	211,004	316,507	316,507
8/1/2028	2,228	4,456	6,684	7,454	2,485	4,969	7,454	7,454	2,306	4,611	6,917	6,917	2,306	4,611	6,917	6,917
2/1/2029	104,087	208,174	312,261	321,945	107,318	214,635	321,945	321,945	107,711	215,423	323,134	323,134	107,711	215,423	323,134	323,134
Totals	2,126,305	4,252,610	6,378,916	6,588,125	2,196,042	4,392,084	6,588,125	6,588,125	2,149,533	4,299,066	6,448,599	6,448,599	2,220,631	4,441,243	6,661,874	6,661,874

N/A

N/A

213,261



County of Prince Edward
Board of Supervisors
Agenda Summary

Meeting Date: January 13, 2009
Item No.: 27
Department: Personnel Committee
Staff Contact: Wade Bartlett
Issue: Personnel Committee Report

Summary:

The Personnel Committee (Supervisors Simpson, Gilfillan, Moore and Wiley) met on January 12, 2009 to hear a request from the Office of Economic Development and Tourism to fill a part-time position in the Visitor Center. Given the hiring freeze instituted by the Board of Supervisors, the committee reviewed the information from the Economic Development Office and presents the following recommendation to the Board of Supervisors.

Attachments: Staff Information presented to the Personnel Committee

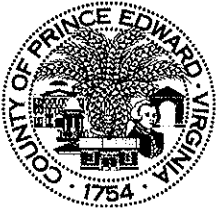
Recommendation: The Personnel Committee unanimously recommends to the Board of Supervisors the filling of the part-time vacancy in the Office of Economic Development and Tourism to enable the County to maintain its state certification for the Visitor Center.

Motion _____
 Second _____

Fore _____
 McKay _____
 Ward _____

Gilfillan _____
 Moore _____
 Wiley _____

Jones _____
 Simpson _____



County of Prince Edward
Board of Supervisors
Agenda Summary

Meeting Date: January 8, 2009
 Item No.: TO: PERSONNEL COMMITTEE
 Department: Tourism Office
 Staff Contact: Magi Van Eps, Marketing Assistant
 Issue: Replace Part Time Position at Visitor Center

Summary:

Diane Speas Faison is a Prince Edward County part-time employee. Her position is one of two positions that work weekends and holidays at Virginia's Heartland Regional Visitor Center & Transportation Heritage Museum. On January 5, 2009, Ms. Faison submitted her resignation as she is relocating to Winston-Salem North Carolina where her children and grandchildren currently reside. Ms. Faison has worked in this position since October 2007. February 16th, 2009 will be her last day.

In April 2005, Virginia's Heartland Regional Visitor Center & Transportation Heritage Museum opened its doors to the public. In October 2007, this facility became a Certified State Visitor Center. With only 57 Certified Visitor Centers in Virginia it takes dedication from the local community to make a State Certified Visitor Center succeed. To comply, Prince Edward County had to meet four key criteria:

- Allocate designated parking for the Visitor Center, including at least one handicapped space.
- Be open to the public at least 5 days a week – Friday, Saturday and Sunday are required days.
- Provide adequate bathroom facilities.
- Provide brochure space to represent the 56 other Certified Visitor Centers at no charge.

Some of the benefits of being a Certified Visitor Center include:

- Each of the 12 State owned Welcome Centers is required to reserve a brochure slot at no charge to Certified Visitor Centers. Without certification, these brochure slots would cost \$1,088 per year.
- Each of the 57 Certified Visitor Center is required to present and promote every other Certified Visitor Center in Virginia at no charge. Without certification, the cost would be \$6048 per year.
- 25% to 40% discounts on Virginia Tourism Corporation (VTC) Co-op advertising in national venues covering Travel, Heritage/Culture, Outdoor/Recreation, and others. Some examples:
 - Southern Living
 - AAA/World
 - American Legacy
- On-going educational and networking opportunities through VTC:
 - Marketing training
 - Grant writing workshops
 - Customer Service Training workshops
 - Networking with other Visitor Center staff

Motion _____
 Second _____

Fore _____
 McKay _____
 Ward _____

Gilfillan _____
 Moore _____
 Wiley _____

Jones _____
 Simpson _____



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

Since October 2007, Virginia's Heartland Regional Visitor Center & Transportation Heritage Museum has successfully met the four key points. Because of the increased exposure via Virginia Tourism Corporation, Welcome Centers, Certified Visitor Centers, the Prince Edward County website, and word of mouth, there has been a 17.5% increase in visitors this year over last as shown in the table below:

VISITORS WHO SIGNED THE GUEST BOOK

	Number of States	Number of Countries	Total Number Visitors
2007	31	5	303
2008	27	9	356

These numbers are tracked on a calendar year basis reflecting 9 out of 10 visitors who actually sign the Guest Book.

In 2006, the state of Virginia shipped over 500,000 individual issues of the Virginia is For Lovers Travel Guide. They printed and shipped another 250,000 Travel Guides to Visitor Centers and Welcome Centers during that year. Additionally, over 300,000 Travel Guides were downloaded from the VTC website. In 2007, Prince Edward County advertised in the Virginia is for Lovers Travel Guide for the first time. As a result of that ad, Virginia's Heartland Regional Visitor Center mailed over 2,000 requests for information about Prince Edward County, while continuing to be the local resource for information to groups coming to Prince Edward County, as shown in the table below:

REQUESTS FOR INFORMATION ABOUT PRINCE EDWARD COUNTY

	Bulk Fulfillment Requests	VTC Sales Leads	Totals
2007	610	0	610
2008	405	2,085	2,490

These numbers are tracked on a calendar year basis.

While the Visitor Center staff is available 7 days a week to meet and greet visitors to our area ensuring all are welcome, they are also responsible for mass mailings for the Office of Economic Development as in the 500 envelope Enterprise Zone mailing scheduled this month or a County event like the Light of Reconciliation. Not only will they process the invitations, they call all reminder lists, help with setup and teardown, and ensure the Visitor Center is always clean and neat. Additionally, the staff maintains the inventory of over 100 different brochures: ordering replacement brochures and stocking the displays.

The ability to be open 7 days a week allows the existing staff to function during the standard business week, while allowing part time County staff to operate the Visitor Center during times when visitors are looking for a one stop facility with information regarding things to do and places to go in our area.

Attachments: ~~Resignation letter from Diane Speas Faison; sample Work Order for Part Time Employee.~~

Recommendation: Respectfully request the Personnel Committee to allow this position to be advertised and filled as this is not a new position, but a replacement position. With the changing economy, it is not clear whether we will be able to continue to use the Older Worker Programs we currently utilize to assist with existing staffing levels at the Visitor Center.

Motion _____
Second _____

Fore _____
McKay _____
Ward _____

Gilfillan _____
Moore _____
Wiley _____

Jones _____
Simpson _____



County of Prince Edward
Board of Supervisors
Agenda Summary

Meeting Date: January 13, 2009
 Item No.: 28
 Department: County Administration
 Staff Contact: Wade Bartlett/Sarah Puckett
 Issue: Upcoming - Addendum

Summary:

- a. *Library Groundbreaking Ceremony*
 Wednesday, January 28, 2009 at 11:00 a.m.
 Construction Site at Wilck's Lake

- b. *Virginia Agriculture Summit*
 February 9 – 10, 2009
 Richmond Omni

Attachments: *Virginia Agriculture Summit* information.

Recommendation: None.

Motion _____
 Second _____

Fore _____
 McKay _____
 Ward _____

Gilfillan _____
 Moore _____
 Wiley _____

Jones _____
 Simpson _____



VIRGINIA AGRICULTURE SUMMIT

HOME ▸

Welcome

PROGRAM

NEWS RELEASES

REGISTRATION

DIRECTIONS

SPONSORS

EXHIBITORS

PRESENTATIONS

CONTACT US

Farmers and industry professionals will learn the best ways to conserve energy at the 2009 Virginia Agriculture Summit. They will also explore zoning issues, financing options, legal considerations and much more.

When:

February 9-10, 2009

Where:

Richmond Omni Hotel
Richmond, Virginia

Cost:

Early bird* registration is \$50.
Registration increases to \$75 after **January 30, 2009**

* Must register by **January 30, 2009**, to qualify for early-bird rate.



VIRGINIA AGRICULTURE SUMMIT

HOME

Program of Events

PROGRAM ▸

Monday, February 9, 2009

NEWS RELEASES

9:00 a.m. **Registration opens**

REGISTRATION

DIRECTIONS

10:00 a.m. **Welcome**
Wayne Pryor, VFBB President

SPONSORS

EXHIBITORS

10:10 a.m. **Building Our Energy Future: Innovation for the New American Century and the Implications for Rural America**
Speaker: Andy Karsner, Former Assistant Secretary for Energy Efficiency and Renewable Energy

PRESENTATIONS

CONTACT US

11:15 a.m. **Federal Activities and Initiatives: What's in Store for 2009?**
Speaker: Senator-Elect Mark Warner (invited)

12 noon **Lunch**
Speaker: Governor Tim Kaine (invited)

1:20 p.m. **The Virginia Energy Plan**
Speaker: Stephen Walz, Energy Advisor to the Governor, Virginia Department of Mines, Minerals & Energy

2:00 p.m. **Wind Energy**
Speaker: Frank V. Maisano, Energy and Environmental Media Specialist Bracewell & Giuliani

2:40 p.m. **Energy & Agriculture**
Speaker: To be announced

3:10 p.m. **Break**

3:45 p.m. **Panel Discussion**
*Current and Promising Renewable and Energy
Efficient Applications for Virginia*
Speakers:
Bill Gouldin, Strange's Florists
Gerald Cox, Wood Pellets
Craig Sheely, Osage Energy
Sam Brake, Red Birch Energy
Ken Moss, Piedmont Biofuels
Bill Osl, Anaerobic Digester
Don and Jenny Hochstein, Pick-a-Pine Plantation

5:15 p.m. **Adjourn**

6:00 p.m. **Reception**

Tuesday, February 10, 2009

7:00 a.m. **Continental Breakfast**

8:05 a.m. **Welcome**

8:10 a.m. **Selling Back to the Grid**
Old Dominion Electric Cooperative

8:30 a.m. **Financing Projects**
Speaker: Paul Franklin, Chief Lending Officer,
Colonial Farm Credit

8:50 a.m. **Zoning Issues**
Speaker: Tedd Benson, Fauquier County Land
Use Field Officer, Piedmont Environmental
Council

9:10 a.m. **Legal Considerations**
Speaker: Daniel Slone, Partner, McGuire Woods,
LLP

9:30 a.m. **Environmental Issues**
Speaker: Jerome Brooks, Virginia Department of
Environmental Quality

10:00 a.m. **Break**

10:30 a.m. **Positioning US Agriculture and Rural America
for a New Energy Paradigm**
Speaker: Tom Dorr, Former Under Secretary for
Rural Development, USDA

11:45 a.m. **Lunch**