



BOARD OF SUPERVISORS MEETING

ADDENDUM PACKET

August 9, 2022

Item #

22.	<u>Consent Agenda - Addendum</u>	
	a. Treasurer's Report	165
	b. Accounts & Claims	169
	c. Appropriation: Sheriff's Office (DARE Donation)	179
23.	Citizen Volunteer Appointments: Tourism Council – Chelsey White	181
24.	VDOT Smart Scale Applications: Resolution of Support – Doug Stanley	205
25.	<u>Committee Reports:</u>	
	a. Personnel Committee	211

Motion to Recess until August 23, 2022 at 7:00 p.m. (PPEA Public Hearing)

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**Board of Supervisors
Agenda Summary**

Meeting Date: August 9, 2022
Item #: 22-a
Department: Treasurer
Staff Contact: Donna Nunnally
Agenda Item: Consent Agenda - Treasurer's Report (Addendum)

SUMMARY:

The Treasurer's Report is attached.

COST:

ATTACHMENTS: Treasurer's Report

RECOMMENDATION: Approval.

SAMPLE MOTION:

Motion _____
Second _____

Cooper-Jones _____
Emert _____

Gilliam _____
Gur _____
Pride _____

Stiff _____
Townsend _____
Watson _____

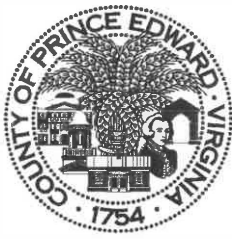
Prince Edward Board of Supervisors Treasurer's Report - June 2022

Name of Bank	Bank Balance			Available Balance
Benchmark Pooled Fund Account	\$ 19,429,620.54			\$ 19,429,620.54
Benchmark Social Services	\$ 161,656.85			\$ 161,656.85
Benchmark School Fund	\$ 2,575,247.99			\$ 2,575,247.99
Benchmark Food Service	\$ 542,991.28			\$ 542,991.28
TOTAL				\$ 22,709,516.66
Certificate of Deposits				
Benchmark				\$ 2,661,926.56
Farmers Bank				\$ 2,461,042.21
Benchmark 5 Yr CD-letter of credit				\$ 658,143.24
TOTAL				\$ 5,781,112.01
GRAND TOTAL				\$ 28,490,628.67

Prince Edward Board of Supervisors Treasurer's Report - June 2021

Name of Bank	Bank Balance			Available Balance
Benchmark Pooled Fund Account	\$ 16,703,014.71			\$ 16,703,014.71
Benchmark Social Services	\$ 142,873.81			\$ 142,873.81
Benchmark School Fund	\$ 196,683.54			\$ 196,683.54
Benchmark Food Service	\$ 263,079.95			\$ 263,079.95
TOTAL				\$ 17,305,652.01
Certificate of Deposits				
Benchmark				\$ 645,321.09
Farmers Bank				\$ 2,223,892.88
Benchmark 5 Yr CD-letter of credit				\$ 651,602.74
TOTAL				\$ 3,520,816.71
GRAND TOTAL				\$ 20,826,468.72

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**Board of Supervisors
Agenda Summary**

Meeting Date: August 9, 2022
Item #: 22-b
Department: County Administration
Staff Contact: Crystal Baker
Agenda Item: Review of Accounts & Claims - Addendum

SUMMARY:

A Board Mileage form and County Attorney invoices are attached.

COST:

ATTACHMENTS:

RECOMMENDATION:

SAMPLE MOTION:

Motion _____
Second _____

Cooper-Jones _____
Emert _____

Gilliam _____
Gur _____
Pride _____

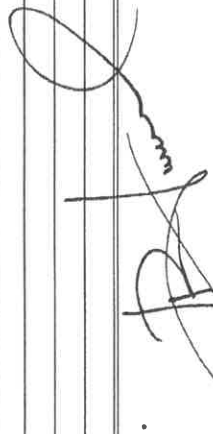

Stiff _____
Townsend _____
Watson _____

Handwritten initials in the top right corner.

**PRINCE EDWARD COUNTY
SUPERVISOR MILEAGE**

Jul-22

Date	Mileage	Rate	Amount Due
7/15/2022	30	0.58	17.40
7/21/2022	30	0.58	17.40
7/22/2022	15	0.58	8.70
7/26/2022	30	0.58	17.40
7/28/2022	30	0.58	17.40
		0.58	0.00
		0.58	0.00
		0.58	0.00
		0.58	0.00
		0.58	0.00
		0.58	0.00
		0.58	0.00
		0.58	0.00
		0.58	0.00
		0.58	0.00
		0.58	0.00
		0.58	0.00
		0.58	0.00
		0.58	0.00
		0.58	0.00
		0.58	0.00
		0.58	0.00
		0.58	0.00
		0.58	0.00
		0.58	0.00
		0.58	0.00
Total	135	0.58	78.30

Handwritten signature: 
5.45 78.98


Signature: Jerry R. Townsend
Date: 8/4/2022

July 31, 2021

Prince Edward County, Virginia
Post Office Box 382
Farmville, VA 23901

dstanley@co.prince-edward.va.us

spuckett@co.prince-edward.va.us

cbaker@co-prince-edward.va.us

FOR PROFESSIONAL SERVICES RENDERED:

Invoice #1033

General Legal Representation:

7/2/2021	Email from Doug Stanley regarding suspension of COMP time for certain employees until we receive clarification from the General Assembly.	.25 hr.
7/6/2021	Submitted LGA Invoice for payment.	No charge
7/9/2021	Review of the Board Packet for 7/13/2021.	1.00 hr.
7/12/2021	Email form Cheryl Stimpson regarding collection letters for overdue Landfill invoices. Reviewed current collection letter and approved the letter.	.25 hr.
7/13/2021	Regular monthly meeting of the Board of Supervisors meeting.	1.75 hr.
7/13/2021	Email from Doug Stanley with material about the new definition of "Employee" under the Virginia Code. Review code changes.	.50 hr.
7/20/2021	Email from Sarah Puckett regarding brief facts for the case of two possible unclaimed bodies.	.25 hr.
7/20/2021	Email from Cheryl Stimpson with related information for collection letters regarding the monies due to the Landfill. Total of 67 letters to be sent out. Review names and begin task.	.50 hr.

7/21/2021 Initial email regarding unclaimed body of Maureen E. Smith held at the Office of the Chief Medical Examiner.
7/22/2021 Additional email with required information. Then stating that the Office of the Chief Medical Examiner came back with the name of Maureen Shaw. It appears the decedent has aliases. Preparation of Petition and Order. 1.75 hr.

Total hours = 6.25 hrs. @ \$200.00/hr.

BALANCE DUE **\$1,250.00**

DUE UPON RECEIPT

Please make check payable to Terri Atkins Wilson, P.C

August 31, 2021

Prince Edward County, Virginia
Post Office Box 382
Farmville, VA 23901

dstanley@co.prince-edward.va.us

spuckett@co.prince-edward.va.us

cbaker@co-prince-edward.va.us

FOR PROFESSIONAL SERVICES RENDERED:

Invoice #1034

General Legal Representation:

- 8/4/2021 Email of checklist from Doug Stanley regarding work in progress. Meals Tax, Cigarette Tax and Ordinance Amendment for Waste Decal requirement as well as Statement of Economic Interest. .25 hr.
- 8/4/2021 Email from Doug Stanley and review of sample for Data Center Tax Rate sheet. Research of need for a public hearing for changes. Response to advise a public hearing. .75 hr.
- 8/4/2021 Email from Doug Stanley, on behalf of Charmain Emert re: the ownership of Prospect Depot. Draft of response for the research re: bill of sale verses deed for transfer of personal verses real. Discussion of litter enforcement. Discussion of Economic Disclosure Statement. Discussion of Waste Decal to be displayed. 1.00 hr.
- 8/4/2021 Review of email from Sarah Puckett re: Prospect Depot ownership. Research additional summary given on 8/8/2021 with some questions for Sarah Puckett. 8/9/2021 Email exchange. 1.75 hr.
- 8/5/2021 Email from Sarah Puckett regarding possible conflict of interest for Dr. Pride due to her part time tutor position with the schools. Review of disclosure

statements required. .75 hr.

8/5/2021 Post on ListServ to request any possible sample of local employees to file personal interest statement. Review response from 8/6/2021 response from Prince William County. Review response from Maxwell Hlavin from James City County. 1.75 hr.

8/6/2021 Receipt of monthly Board Packet for August 10, 2021 meeting. 1.00 hr.

8/8/2021 Post on ListServ for recent drafts of Meals Tax Ordinance and Waste Decal Amendment for Waste Disposal. Review response for Mr. Isenhour. .50 hr.

8/8/2021 Email to Doug Stanley with a Meals Tax Ordinance. Time involved in review of samples and drafting. 2.00 hr.

8/8/2021 Email to Doug Stanley with draft of Waste Disposal sticker amendment to Ordinance. Review of sample and drafting. 2.00 hr.

8/9/2021 Email to Rob Love, Zoning, in reference to an access easement question on property located off of State Route 696 and Route 614. Discussion with landowner and surveyor. 1.00 hr.

8/10/2021 Reading of ListServ and discovered item related to Virginia Wage Act and payment of comp time. Sent email to Doug Stanley and we discussed the status. .75 hr.

8/10/2021 Regularly scheduled monthly meeting of the Board of Supervisors. 2.00 hr.

8/11/2021 Email from Doug Stanley and review of Letter of Engagement for the forensic audit of Crossroads CSB operations. Responded with email on 8/11/2021. .75 hr.

8/11/2021 Email from Edna Goldman regarding use of a Power of Attorney in connection with land use planning and a request to view a copy of the note by a relative. .75 hr.

8/12/2021 Daily review of ListServ emails regarding pertinent items including the census. Sent email to Doug Stanley and Sarah Puckett regarding post on census. 1.00 hr.

8/13/2021 Review of email from Doug Stanley re: Crossroads Audit. 8/17/2021 Email regarding difficulties with the

audit.	.75 hr.
8/17/2021 Call returned to Doug Stanley to discuss audit issues.	.25 hr.
8/18/2021 Email from Doug Stanley to set up a meeting to talk to a prospective IDA prospect at 3:00 p.m. on Friday.	
8/23/2021 Meeting	1.25 hr.
8/25/2021 Review of email to Board Members regarding the fence related ordinance of Prince Edward and adjacent counties.	.75 hr.
8/26/2021 Review of ListServ to seek updates on Comp Time issue. Will need to be addressed in 2022 Session. Emailed Doug Stanley.	.25 hr.

Total hours = 21.25 hrs. @ \$200.00/hr.

BALANCE DUE **\$4,250.00**

DUE UPON RECEIPT

Please make check payable to Terri Atkins Wilson, P.C

September 30, 2021

Prince Edward County, Virginia
Post Office Box 382
Farmville, VA 23901

dstanley@co.prince-edward.va.us

spuckett@co.prince-edward.va.us

cbaker@co-prince-edward.va.us

FOR PROFESSIONAL SERVICES RENDERED:

Invoice #1035

General Legal Representation:

- 9/3/2021 Review of sample Solar Lease from Doug Stanley's email. Document is 39 pages. 1.00 hr.
hr.
- 9/7/2021 Email with comments from Sarah Puckett on my draft of the Waste Disposal Sticker Amendment. .50 hr.
- 9/9/2021 Receipt and review of Table Packet for 9/14/2021 Board meeting. 1.00 hr.
- 9/10/2021 Review of email chain with Phyllis Errico concerning the continuation of the Emergency Ordinance. .50 hr.
- 9/13/2021 Review of FOIA request sent to Sarah Puckett and location of person with such records. Asked for input from ListServ. Appears to be in multiple jurisdictions. See 9/13/2021 post to ListServ. See 9/14/2021 email from the Treasurer. See 9/14/2021 email response from the Commissioner of Revenue. 1.75 hr.
- 9/13/2021 Discussion with a post to ListServ regarding the presence of a sign with a four-letter word and reference to the President on private property. Review of posts. Discussion with Zoning. 1.00 hr.

9/13/2021 See copy of Rob Love's response to the zoning of a sign. .25 hr.

9/14/2021 Attend regularly scheduled meeting of the Board of Supervisors. 2.50 hr.

9/17/2021 Email from Sarah Puckett regarding the FOIA request earlier and our response. The response was that the information was not private. Review of approximately 6 other county's response. See 9/22/2021 email from Sarah Puckett on the proper response. Meeting to discuss response. 9/27/2021 Third update on request. 3.25 hr.

9/27/2021 Email from Sarah Puckett and re: Unclaimed body of James Chambers at Bland-Reid Funeral Home. Review of facts and discussion with Sheriff. .75 hr.

9/27/2021 Review of response to FOIA request from Mr. Bruce. Discussion with Sarah Puckett. .75 hr.

Total hours = 13.25 @ \$200.00/hr.

BALANCE DUE **\$2,650.00**

DUE UPON RECEIPT

Please make check payable to Terri Atkins Wilson, P.C

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**Board of Supervisors
Agenda Summary**

Meeting Date: August 9, 2022
Item #: 22-c
Department: Finance
Staff Contact: Crystal Baker
Agenda Item: FY23 Budget Appropriations

Summary:

1. The Sheriff's Department received a donation in the amount of \$900.00 from Royce Publications to be used for the Dare Program.

FY22 BUDGET SUPPLEMENT

Rev/Exp	Fund	Dept	Object	Description	Debit	Credit
3 (Rev)	125	18999	0001	Dare Donations		\$900.00
4 (Exp)	125	31299	0001	Dare Expenditures	\$ 900.00	

Recommendation: Approve the appropriation of the \$900.00 DARE donation as an FY23 Budget Supplement as presented above, and appropriate the same funds.

Motion _____ Cooper-Jones _____ Gilliam _____ Stiff _____
 Second _____ Emert _____ Gur _____ Townsend _____
 Pride _____ Watson _____

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**Board of Supervisors
Agenda Summary**

Meeting Date: August 9, 2022
Item No.: 23
Department: Economic Development
Staff Contact: Douglas Stanley/Chelsey White
Issue: Citizen Volunteer Application – Prince Edward County Tourism Council

SUMMARY: Below is a chart summarizing the applicants for the newly enacted Prince Edward County Tourism Council which has 5-9 vacancies. As stated by the bylaws:

“The Council will be composed of not less than five (5) nor more than nine (9) voting members. Council members shall either be residents of Prince Edward County or work for or own a business in Prince Edward County or in a tourism adjacent industry. To the extent practicable, the Tourism Council will have a diverse representation from the following tourism-related industries: outdoor recreation, higher education, destination shopping/retail, lodging, museums, state parks, spirits (wineries/vineyards, breweries), and/or the Chamber of Commerce in Prince Edward County, with no more than one-third of the Council members representing a single tourism industry. Members will be elected for two-year terms.”

Appointment	Term of Office	# Of Vacancies	In Office	Applicants
County Tourism Council	2 Years	5-9	None	1. Caryn Kayton, Caryn’s Bridals 2. Tiffany Duffie, Holiday Inn & Hampton Inn 3. Abby Rinaca, Holiday Inn 4. John Farrar, Hampton Inn 5. Cameron Patterson, Moton Museum & Longwood University 6. Kylie Dyer, Longwood University 7. Jodi Williams, Twin Lakes State Park 8. Mark Smith, Sandy River Distillery & Sandy River Retreat 9. Richard McClintock 10. Sandra Cooke

ATTACHMENT: Citizen Volunteer Applications

RECOMMENDATION: Make appointments for each Citizen Volunteer position.

Motion _____ Cooper-Jones _____ Gilliam _____ Stiff _____
 Second _____ Emert _____ Gur _____ Townsend _____
 Pride _____ Watson _____



CITIZEN VOLUNTEER APPLICATION
FOR COUNTY BOARDS, COMMITTEES & COMMISSIONS

Name Caryn Kayton Date 7/28/22

Home Address 770 Rices Depot Rd

City Rice State VA Zip Code 23901

Election District:	Buffalo-501	<input type="checkbox"/>	Farmville-801	<input type="checkbox"/>
	Hampden-401	<input type="checkbox"/>	Leigh-301	<input type="checkbox"/>
	Farmville-101	<input type="checkbox"/>	Lockett-201	<input checked="" type="checkbox"/>
	Farmville-701	<input type="checkbox"/>	Prospect-601	<input type="checkbox"/>

Home Telephone Number 757-406-1324 FAX _____

E-Mail Address caryn@Carynsbridals.com

Current Employer Caryn's

Business Address 253 N. Main

City Farmville State VA Zip Code 23901

Business Telephone Number _____ FAX _____

Which Address is Preferred for Mailings? Home _____ Office

Optional Information Which May Prove Helpful:

Occupation CEO

Former Occupation, If Retired _____

Education: High School	Year	<u>75</u>
College/Technical School	Year	<u>79</u>
Graduate School	Year	<u>82</u>
Military Service	Years	_____
Degrees/Other		_____

Past Board, Commission, and Committee Assignments _____

Professional, Civic, or Other Activities Farmville Downtown Partnership
Lions Chamber

Please state below your interest and/or reason to seek appointment by the Board of Supervisors and any special qualities that qualify you for this appointment.

have been a merchant on Main since 1982
building owner since 1986
active in promoting our area
any chance I get.

Do you have a family member who is employed by the county office, organization or institution over which the Board/Commission for which you are seeking appointment will oversee/interact? If yes, please explain.

NO

Do you have a business relationship with the county office, organization or institution over which the Board/Commission for which you are seeking appointment will oversee/interact?

NO

I am interested in and willing to serve on the following Board(s), Commission(s), or Committee(s). Please list in order of preference.


APPOINTED BY THE BOARD OF SUPERVISOR:

- _____ Board of Appeals for Building Code
- _____ Southside Virginia Community College Board
- _____ Crossroads Community Services Board
- _____ Poplar Hill Community Development Authority
- _____ Prince Edward County Industrial Development Authority
- _____ Central Virginia Regional Library Board
- _____ Prince Edward County Planning Commission
- _____ Prince Edward County Social Services Board
- _____ Piedmont Regional Jail Board
- _____ Special Committee of the Board of Supervisors: Tourism
- _____ Other _____
- _____ Other _____
- _____ Other _____

APPOINTED BY CIRCUIT COURT:

- _____ Board of Zoning Appeals

By submitting this application to the County of Prince Edward, I hereby certify that all information contained herein is true and complete and I consent to the dissemination of this document to the general public. If appointed, I understand that I will be required to fully comply to the requirements of the Virginia Conflict of Interest Act, Virginia Freedom of Information Act and other applicable sections of the Code of Virginia.



 Signature Date

Please Return Application To:

Prince Edward County Administrator's Office
 Post Office Box 382, 111 South Street, 3rd Floor
 Farmville, Virginia 23901
 Tel: 434-392-8837 -- FAX: 434-392-6683
 e-mail: info@co.prince-edward.va.us

NOTE: This application will be retained on file in the Prince Edward County Administrator's Office through December 31 of the year submitted. If you wish to be considered for future appointments by the Board of Supervisors, please file an application annually with the County Administrator's Office. Thank you.



CITIZEN VOLUNTEER APPLICATION
FOR COUNTY BOARDS, COMMITTEES & COMMISSIONS

Date 7/29/2022

Name Tiffany Duffie
Home Address 404 Osborne St.
City Keysville State VA Zip Code 2390047

Election District: Buffalo-501 _____ Farmville-801 _____
Hampden-401 _____ Leigh-301 _____
Farmville-101 _____ Lockett-201 _____
Farmville-701 _____ Prospect-601 _____

Home Telephone Number 434-808-5439 FAX _____

E-Mail Address tduffie@tpg-hotelsandresorts.com

Current Employer Holiday Inn Express + Hampton Inn

Business Address 404 Sunchase Blvd

City Farmville State VA Zip Code 23901

Business Telephone Number 434-392-4040 FAX _____

Which Address is Preferred for Mailings? Home _____ Office

Optional Information Which May Prove Helpful:

Occupation Director of Sales

Former Occupation, If Retired _____

Education: High School Randolph Henry Year 2008

College/Technical School _____ Year _____

Graduate School _____ Year _____

Military Service _____ Years _____

Degrees/Other _____

Past Board, Commission, and Committee Assignments None

Professional, Civic, or Other Activities _____

Please state below your interest and/or reason to seek appointment by the Board of Supervisors and any special qualities that qualify you for this appointment.

I am the Director of Sales at two hotels in Prince Edward County. I work with many travelers that come to the County and know what brings them here.

Do you have a family member who is employed by the county office, organization or institution over which the Board/Commission for which you are seeking appointment will oversee/interact? If yes, please explain.

NO

Do you have a business relationship with the county office, organization or institution over which the Board/Commission for which you are seeking appointment will oversee/interact?

NO

I am interested in and willing to serve on the following Board(s), Commission(s), or Committee(s). Please list in order of preference.


APPOINTED BY THE BOARD OF SUPERVISOR:

- _____ Board of Appeals for Building Code
- _____ Southside Virginia Community College Board
- _____ Crossroads Community Services Board
- _____ Poplar Hill Community Development Authority
- _____ Prince Edward County Industrial Development Authority
- _____ Central Virginia Regional Library Board
- _____ Prince Edward County Planning Commission
- _____ Prince Edward County Social Services Board
- _____ Piedmont Regional Jail Board
- _____ Special Committee of the Board of Supervisors: _____
- Other Tourism Council
- _____ Other _____
- _____ Other _____

APPOINTED BY CIRCUIT COURT:

- _____ Board of Zoning Appeals

By submitting this application to the County of Prince Edward, I hereby certify that all information contained herein is true and complete and I consent to the dissemination of this document to the general public. If appointed, I understand that I will be required to fully comply to the requirements of the Virginia Conflict of Interest Act, Virginia Freedom of Information Act and other applicable sections of the Code of Virginia.


7/29/22

 Signature Date

Please Return Application To:
 Prince Edward County Administrator's Office
 Post Office Box 382, 111 South Street, 3rd Floor
 Farmville, Virginia 23901
 Tel: 434-392-8837 -- FAX: 434-392-6683
 e-mail: info@co.prince-edward.va.us

NOTE: This application will be retained on file in the Prince Edward County Administrator's Office through December 31 of the year submitted. If you wish to be considered for future appointments by the Board of Supervisors, please file an application annually with the County Administrator's Office. Thank you.



CITIZEN VOLUNTEER APPLICATION

FOR COUNTY BOARDS, COMMITTEES & COMMISSIONS

Date 7/29/2022

Name Abby Rinaca

Home Address 6111 Fox Haven Ter.

City Midlothian State VA Zip Code 23112

Election District: Buffalo-501 _____ Farmville-801 _____
Hampden-401 _____ Leigh-301 _____
Farmville-101 _____ Lockett-201 _____
Farmville-701 _____ Prospect-601 _____

Home Telephone Number 804-873-5562 FAX _____

E-Mail Address Arinaca@marshallhotels.com

Current Employer Holiday Inn Express & Suites - Farmville, VA

Business Address 404 Sunchase Blvd.

City Farmville State VA Zip Code 23901

Business Telephone Number 434-392-4040 FAX _____

Which Address is Preferred for Mailings? Home _____ Office _____

Optional Information Which May Prove Helpful:

Occupation Hotel General Manager

Former Occupation, If Retired _____

Education: High School Trinity Episcopal School Year 2006

College/Technical School Longwood University Year 2005

Graduate School _____ Year _____

Military Service _____ Years _____

Degrees/Other _____

Past Board, Commission, and Committee Assignments _____

Professional, Civic, or Other Activities _____

Please state below your interest and/or reason to seek appointment by the Board of Supervisors and any special qualities that qualify you for this appointment.

I have been employed in the hotel industry for over 16 years in Farmville. I am very knowledgeable about tourism in Farmville. I would love to see tourism grow in Farmville / Prince Edward VA.

Do you have a family member who is employed by the county office, organization or institution over which the Board/Commission for which you are seeking appointment will oversee/interact? If yes, please explain.

NO

Do you have a business relationship with the county office, organization or institution over which the Board/Commission for which you are seeking appointment will oversee/interact?

NO

I am interested in and willing to serve on the following Board(s), Commission(s), or Committee(s). Please list in order of preference.

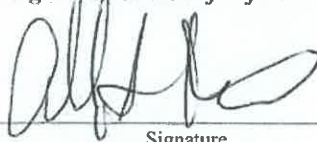
APPOINTED BY THE BOARD OF SUPERVISOR:

- Board of Appeals for Building Code
- Southside Virginia Community College Board
- Crossroads Community Services Board
- Poplar Hill Community Development Authority
- Prince Edward County Industrial Development Authority
- Central Virginia Regional Library Board
- Prince Edward County Planning Commission
- Prince Edward County Social Services Board
- Piedmont Regional Jail Board
- Special Committee of the Board of Supervisors: _____
- Other Tourism Council
- Other _____
- Other _____

APPOINTED BY CIRCUIT COURT:

- Board of Zoning Appeals

By submitting this application to the County of Prince Edward, I hereby certify that all information contained herein is true and complete and I consent to the dissemination of this document to the general public. If appointed, I understand that I will be required to fully comply to the requirements of the Virginia Conflict of Interest Act, Virginia Freedom of Information Act and other applicable sections of the Code of Virginia.



Signature

7/29/2022

Date

Please Return Application To:
Prince Edward County Administrator's Office
Post Office Box 382, 111 South Street, 3rd Floor
Farmville, Virginia 23901
Tel: 434-392-8837 -- FAX: 434-392-6683
e-mail: info@co.prince-edward.va.us

NOTE: This application will be retained on file in the Prince Edward County Administrator's Office through December 31 of the year submitted. If you wish to be considered for future appointments by the Board of Supervisors, please file an application annually with the County Administrator's Office. Thank you.



CITIZEN VOLUNTEER APPLICATION
FOR COUNTY BOARDS, COMMITTEES & COMMISSIONS

Date 8/2/22

Name John Farrar

Home Address 55 Hevener Drive

City Farmville State VA Zip Code 23901

Election District: Buffalo-501 Farmville-801 _____
Hampden-401 _____ Leigh-301 _____
Farmville-101 _____ Lockett-201 _____
Farmville-701 _____ Prospect-601 _____

Home Telephone Number 434. ~~599-4101~~ 541-2244 FAX _____

E-Mail Address john.farrar@hilton.com

Current Employer Hampden Inn Farmville

Business Address 300 Sunchase Blvd

City Farmville State VA Zip Code 23901

Business Telephone Number 434-392-8826 FAX _____

Which Address is Preferred for Mailings? Home _____ Office

Optional Information Which May Prove Helpful:

Occupation GENERAL MANAGER Hampden Inn

Former Occupation, If Retired _____

Education: High School PRINCE EDWARD COUNTY Year 1987

College/Technical School _____ Year _____

Graduate School Radford University Year 1995

Military Service _____ Years _____

Degrees/Other B.S. CRIMINAL JUSTICE

Past Board, Commission, and Committee Assignments

TOURISM ADVISORY BOARD 2008-2012

Professional, Civic, or Other Activities

Lions Club 2006 - 2012

Please state below your interest and/or reason to seek appointment by the Board of Supervisors and any special qualities that qualify you for this appointment.

I'm originally from Farmville, VA. I have been in the Hospitality business for 30 years and I opened the Hampden Inn Farmville in 2006. I also helped in the opening of the Holiday Inn Express.

Do you have a family member who is employed by the county office, organization or institution over which the Board/Commission for which you are seeking appointment will oversee/interact? If yes, please explain.

NO

Do you have a business relationship with the county office, organization or institution over which the Board/Commission for which you are seeking appointment will oversee/interact?

NO

I am interested in and willing to serve on the following Board(s), Commission(s), or Committee(s). Please list in order of preference.

APPOINTED BY THE BOARD OF SUPERVISOR:

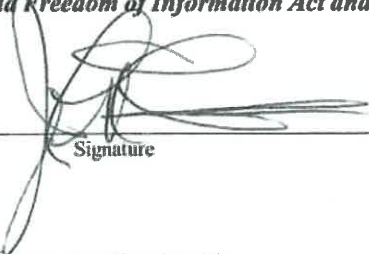
- _____ Board of Appeals for Building Code
- _____ Southside Virginia Community College Board
- _____ Crossroads Community Services Board
- _____ Poplar Hill Community Development Authority
- _____ Prince Edward County Industrial Development Authority
- _____ Central Virginia Regional Library Board
- _____ Prince Edward County Planning Commission
- _____ Prince Edward County Social Services Board
- _____ Piedmont Regional Jail Board
- _____ Special Committee of the Board of Supervisors: _____

- Other TOURISM
- _____ Other _____
- _____ Other _____

APPOINTED BY CIRCUIT COURT:

- _____ Board of Zoning Appeals

By submitting this application to the County of Prince Edward, I hereby certify that all information contained herein is true and complete and I consent to the dissemination of this document to the general public. If appointed, I understand that I will be required to fully comply to the requirements of the Virginia Conflict of Interest Act, Virginia Freedom of Information Act and other applicable sections of the Code of Virginia.


Signature


Date

Please Return Application To:
Prince Edward County Administrator's Office
Post Office Box 382, 111 South Street, 3rd Floor
Farmville, Virginia 23901
Tel: 434-392-8837 -- FAX: 434-392-6683
e-mail: info@co.prince-edward.va.us

NOTE: This application will be retained on file in the Prince Edward County Administrator's Office through December 31 of the year submitted. If you wish to be considered for future appointments by the Board of Supervisors, please file an application annually with the County Administrator's Office. Thank you.



CITIZEN VOLUNTEER APPLICATION
FOR COUNTY BOARDS, COMMITTEES & COMMISSIONS

Date August 5, 2022

Name Cameron Patterson

Home Address 420 Griffin Blvd, Farmville VA 23901

City Farmville State Virginia Zip Code 23901

Election District: Buffalo-501 _____ Farmville-801 X
Hampden-401 _____ Leigh-301 _____
Farmville-101 _____ Lockett-201 _____
Farmville-701 _____ Prospect-601 _____

Home Telephone Number 434.426.6606 FAX _____

E-Mail Address pattersoncd@longwood.edu

Current Employer Longwood University / Robert Russa Moton Museum

Business Address 201 High Street / 900 Griffin Blvd

City Farmville State Virginia Zip Code 23909/23901

Business Telephone Number 434.315.8775 ext. 4 FAX _____

Which Address is Preferred for Mailings? Home X Office _____

Optional Information Which May Prove Helpful:

Occupation Museum / Higher Education / Non-Profit Professional

Former Occupation, If Retired _____

Education: High School _____ Year _____

College/Technical School Longwood University - B.S. History Year 2010

Graduate School Longwood University - M.S. Counselor Edu Year 2017

Military Service _____ Years _____

Degrees/Other _____

Past Board, Commission, and Committee Assignments Immediate Past Chair, Farmville Area Chamber Vice-Chairman, Farmville Planning Commission, Farmville BZA, Virginia Association of Museums

Professional, Civic, or Other Activities Farmville Rotary Club, Farmville Jaycees

Virginia Children's Book Festival, Virginia Center for Inclusive Communities

New College Institute, Virginia African American Advisory Board

Please state below your interest and/or reason to seek appointment by the Board of Supervisors and any special qualities that qualify you for this appointment.

I'm excited to serve as a member of this Board to help our county promote the rich tourism assets that it has to offer. My background professionally has been in promoting civil rights tourism.

I'm excited to lend my skills in helping to promote our assets. I believe that tourism contribute to the economic health, education, and social well-being of a community.

Do you have a family member who is employed by the county office, organization or institution over which the Board/Commission for which you are seeking appointment will oversee/interact? If yes, please explain.

Do you have a business relationship with the county office, organization or institution over which the Board/Commission for which you are seeking appointment will oversee/interact?

I am interested in and willing to serve on the following Board(s), Commission(s), or Committee(s). Please list in order of preference.

APPOINTED BY THE BOARD OF SUPERVISOR:

- Board of Appeals for Building Code
- Southside Virginia Community College Board
- Crossroads Community Services Board
- Poplar Hill Community Development Authority
- Prince Edward County Industrial Development Authority
- Central Virginia Regional Library Board
- Prince Edward County Planning Commission
- Prince Edward County Social Services Board
- Piedmont Regional Jail Board
- Special Committee of the Board of Supervisors: _____
- Other Prince Edward County Tourism Board
- Other _____
- Other _____

APPOINTED BY CIRCUIT COURT:

- Board of Zoning Appeals

By submitting this application to the County of Prince Edward, I hereby certify that all information contained herein is true and complete and I consent to the dissemination of this document to the general public. If appointed, I understand that I will be required to fully comply to the requirements of the Virginia Conflict of Interest Act, Virginia Freedom of Information Act and other applicable sections of the Code of Virginia.


Signature

8-5-22

Date

Please Return Application To:
Prince Edward County Administrator's Office
Post Office Box 382, 111 South Street, 3rd Floor
Farmville, Virginia 23901
Tel: 434-392-8837 -- FAX: 434-392-6683
e-mail: info@co.prince-edward.va.us

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CITIZEN VOLUNTEER APPLICATION
FOR COUNTY BOARDS, COMMITTEES & COMMISSIONS

Date 08/05/2022

Name Kylie Dyer

Home Address 2355 Layne Street

City Farmville State Virginia Zip Code 23901

Election District: Buffalo-501 Farmville-801 _____
Hampden-401 _____ Leigh-301 _____
Farmville-101 _____ Lockett-201 _____
Farmville-701 _____ Prospect-601 _____

Home Telephone Number (434) 547-8565 FAX _____

E-Mail Address dyerka@longwood.edu

Current Employer Longwood University

Business Address 201 High Street

City Farmville State Virginia Zip Code 23909

Business Telephone Number (434) 395-2352 FAX _____

Which Address is Preferred for Mailings? Home Office _____

Optional Information Which May Prove Helpful:

Occupation Director of Donor Engagement

Former Occupation, If Retired _____

Education: High School Prince Edward County High School Year 2011

College/Technical School Longwood University Year 2015

Graduate School University of Richmond Year 2020

Military Service _____ Years _____

Degrees/Other Bachelor of Arts in Policitcal Science; Masters of HR Management

Past Board, Commission, and Committee Assignments _____

Longwood Staff Advisory Committee (Former Chair)

Professional, Civic, or Other Activities _____

Volunteer with the Southside SPCA, Color Commentary for Longwood Athletics,

First-Year Student Coach at Longwood, First Friday Back/G.A.M.E. Committee

Please state below your interest and/or reason to seek appointment by the Board of Supervisors and any special qualities that qualify you for this appointment.

As someone who was raised in this community, received an education from PECPS and Longwood University, and have chosen this community as my home and place of work as a young professional, I have a vested interest in the success of our community. I believe deeply in the county's endeavors to enhance visitor engagement and would be honored to be a part of the leadership supporting this vital initiative.

Do you have a family member who is employed by the county office, organization or institution over which the Board/Commission for which you are seeking appointment will oversee/interact? If yes, please explain.

N/A

Do you have a business relationship with the county office, organization or institution over which the Board/Commission for which you are seeking appointment will oversee/interact?

N/A

I am interested in and willing to serve on the following Board(s), Commission(s), or Committee(s). Please list in order of preference.

APPOINTED BY THE BOARD OF SUPERVISOR:

- _____ Board of Appeals for Building Code
- _____ Southside Virginia Community College Board
- _____ Crossroads Community Services Board
- _____ Poplar Hill Community Development Authority
- _____ Prince Edward County Industrial Development Authority
- _____ Central Virginia Regional Library Board
- _____ Prince Edward County Planning Commission
- _____ Prince Edward County Social Services Board
- _____ Piedmont Regional Jail Board
- _____ Special Committee of the Board of Supervisors: _____
- Other Prince Edward County Tourism Council
- _____ Other _____
- _____ Other _____

APPOINTED BY CIRCUIT COURT:

- _____ Board of Zoning Appeals

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Signature

08/05/2022

Date

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Farmville, Virginia 23901
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e-mail: info@co.prince-edward.va.us

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CITIZEN VOLUNTEER APPLICATION FOR COUNTY BOARDS, COMMITTEES & COMMISSIONS

Date August 4, 2022

Name Jodi Williams

Home Address 8042 Abilene Road

City Farmville State VA Zip Code 23901

Election District:	Buffalo-501	_____	Farmville-801	_____
	Hampden-401	<u>X</u>	Leigh-301	_____
	Farmville-101	_____	Lockett-201	_____
	Farmville-701	_____	Prospect-601	_____

Home Telephone Number 434-664-7059 FAX _____

E-Mail Address jodi.williams@dcr.virginia.gov

Current Employer Virginia Dept of Conservation, Twin Lakes State Park

Business Address 788 Twin Lakes Road

City Green Bay State VA Zip Code 23901

Business Telephone Number 434-392-3435 FAX none

Which Address is Preferred for Mailings? Home _____ Office X

Optional Information Which May Prove Helpful:

Occupation Office Manager

Former Occupation, If Retired _____

Education: High School _____ Year _____

College/Technical School _____ Year _____

Graduate School _____ Year _____

Military Service _____ Years _____

Degrees/Other _____

Past Board, Commission, and Committee Assignments _____

Professional, Civic, or Other Activities _____

Please state below your interest and/or reason to seek appointment by the Board of Supervisors and any special qualities that qualify you for this appointment.

As a resident and professional of Prince Edward County, I am interested in promoting our county and the unique opportunities we offer. I have been employed with Virginia State Parks for over a decade and have been active in promoting outdoor recreation as well as cultural and historical opportunities. I've participated in Master Planning for multiple parks, published blogs promoting opportunities, and served on multiple community and agency committees to advocate for the resources that exist in our community. I look forward to working in a capacity with other community volunteers for this exciting opportunity.

Do you have a family member who is employed by the county office, organization or institution over which the Board/Commission for which you are seeking appointment will oversee/interact? If yes, please explain.

No

Do you have a business relationship with the county office, organization or institution over which the Board/Commission for which you are seeking appointment will oversee/interact?

No

I am interested in and willing to serve on the following Board(s), Commission(s), or Committee(s). Please list in order of preference.

APPOINTED BY THE BOARD OF SUPERVISOR:

- _____ Board of Appeals for Building Code
- _____ Southside Virginia Community College Board
- _____ Crossroads Community Services Board
- _____ Poplar Hill Community Development Authority
- _____ Prince Edward County Industrial Development Authority
- _____ Central Virginia Regional Library Board
- _____ Prince Edward County Planning Commission
- _____ Prince Edward County Social Services Board
- _____ Piedmont Regional Jail Board
- _____ Special Committee of the Board of Supervisors: _____
- X Other The Prince Edward County Tourism Council
- _____ Other _____
- _____ Other _____

APPOINTED BY CIRCUIT COURT:

- _____ Board of Zoning Appeals

By submitting this application to the County of Prince Edward, I hereby certify that all information contained herein is true and complete and I consent to the dissemination of this document to the general public. If appointed, I understand that I will be required to fully comply to the requirements of the Virginia Conflict of Interest Act, Virginia Freedom of Information Act and other applicable sections of the Code of Virginia.

Jodi Williams
Signature

8/4/2022
Date

Please Return Application To:
Prince Edward County Administrator's Office
Post Office Box 382, 111 South Street, 3rd Floor
Farmville, Virginia 23901
Tel: 434-392-8837 -- FAX: 434-392-6683
e-mail: info@co.prince-edward.va.us

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CITIZEN VOLUNTEER APPLICATION
FOR COUNTY BOARDS, COMMITTEES & COMMISSIONS

Date 7-24-22

Name MATZK SMITH

Home Address 185 MONROE CHURCH RD

City RICE State VA Zip Code 23966

Election District: Buffalo-501 _____ Farnville-801 _____
Hampden-401 _____ Leigh-301 _____
Farnville-101 _____ Lockett-201
Farnville-701 _____ Prospect-601 _____

Home Telephone Number 434-390-2225 FAX _____

E-Mail Address info@sandyriverdistillery.com

Current Employer SELF

Business Address 147 MONROE CHURCH RD

City RICE State VA Zip Code 23966

Business Telephone Number 434-392-7275 FAX _____

Which Address is Preferred for Mailings? Home _____ Office

Optional Information Which May Prove Helpful:

Occupation DEVELOPER

Former Occupation, If Retired _____

Education: High School NOTFOLK COLLEGIATE Year 93

College/Technical School LONGWOOD BUSINESS Year _____

Graduate School _____ Year _____

Military Service _____ Years _____

Degrees/Other _____

Past Board, Commission, and Committee Assignments None

Professional, Civic, or Other Activities Continuing development of tourism related business development in our county.

Please state below your interest and/or reason to seek appointment by the Board of Supervisors and any special qualities that qualify you for this appointment.

Financial interest and positive growth in our county
I own SROA + SCD, we've been operating for
11 years in P.E.

Page Two

Do you have a family member who is employed by the county office, organization or institution over which the Board/Commission for which you are seeking appointment will oversee/interact? If yes, please explain.

No

Do you have a business relationship with the county office, organization or institution over which the Board/Commission for which you are seeking appointment will oversee/interact?

No

I am interested in and willing to serve on the following Board(s), Commission(s), or Committee(s). Please list in order of preference.

APPOINTED BY THE BOARD OF SUPERVISOR:

- _____ Board of Appeals for Building Code
- _____ Southside Virginia Community College Board
- _____ Crossroads Community Services Board
- _____ Poplar Hill Community Development Authority
- _____ Prince Edward County Industrial Development Authority
- _____ Central Virginia Regional Library Board
- _____ Prince Edward County Planning Commission
- _____ Prince Edward County Social Services Board
- _____ Piedmont Regional Jail Board

_____ Special Committee of the Board of Supervisors:

- ✓ Other TOURISM ADVISORY BOARD
- _____ Other _____
- _____ Other _____

APPOINTED BY CIRCUIT COURT:

- _____ Board of Zoning Appeals

By submitting this application to the County of Prince Edward, I hereby certify that all information contained herein is true and complete and I consent to the dissemination of this document to the general public. If appointed, I understand that I will be required to fully comply to the requirements of the Virginia Conflict of Interest Act, Virginia Freedom of Information Act and other applicable sections of the Code of Virginia.


Signature

8/1/22
Date

Please Return Application To:
Prince Edward County Administrator's Office
Post Office Box 382, 111 South Street, 3rd Floor
Farmville, Virginia 23901
Tel: 434-392-8837 -- FAX: 434-392-6683
e-mail: info@co.prince-edward.va.us

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November 2017



CITIZEN VOLUNTEER APPLICATION FOR COUNTY BOARDS, COMMITTEES & COMMISSIONS

Date 4 August 2022

Name Richard McClintock

Home Address 1001 Fourth Avenue

City Farmville State VA Zip Code 23901-2208

Election District:	Buffalo-501	_____	Farmville-801	_____
	Hampden-401	_____	Leigh-301	_____
	Farmville-101	_____	Lockett-201	_____
	Farmville-701	_____	Prospect-601	_____

Home Telephone Number 434-394-2394 FAX _____

E-Mail Address trainsasachild@gmail.com

Current Employer retired from Hampden-Sydnmey College

Business Address NA

City NA State NA Zip Code NA

Business Telephone Number _____ FAX _____

Which Address is Preferred for Mailings? Home Office _____

Optional Information Which May Prove Helpful:

Occupation retired

Former Occupation, If Retired Publications editor and designer

Education: High School _____ Year _____

College/Technical School _____ Year _____

Graduate School Year _____

Military Service _____ Years _____

Degrees/Other BA, MA, PhD

Past Board, Commission, and Committee Assignments _____

Professional, Civic, or Other Activities Longwood Center for Visual Arts (board member), Atkinson Museum

(board member), Heart of Virginia Festival (former board member), Farmville Bicentennial Commission,

High Bridge State Park & Visitor Center (exhibit designer)

Please state below your interest and/or reason to seek appointment by the Board of Supervisors and any special qualities that qualify you for this appointment.

I represent several of the local tourism attractions.

I have 40 years of marketing and design experience to bring to the table.

I am an enthusiastic supporter of Farmville and its opportunities to become a destination.

Do you have a family member who is employed by the county office, organization or institution over which the Board/Commission for which you are seeking appointment will oversee/interact? If yes, please explain.

no

Do you have a business relationship with the county office, organization or institution over which the Board/Commission for which you are seeking appointment will oversee/interact?

no

I am interested in and willing to serve on the following Board(s), Commission(s), or Committee(s). Please list in order of preference.

APPOINTED BY THE BOARD OF SUPERVISOR:

- _____ Board of Appeals for Building Code
- _____ Southside Virginia Community College Board
- _____ Crossroads Community Services Board
- _____ Poplar Hill Community Development Authority
- _____ Prince Edward County Industrial Development Authority
- _____ Central Virginia Regional Library Board
- _____ Prince Edward County Planning Commission
- _____ Prince Edward County Social Services Board
- _____ Piedmont Regional Jail Board
- _____ Special Committee of the Board of Supervisors: _____
- _____ Other The Prince Edward County Tourism Council
- _____ Other _____
- _____ Other _____

APPOINTED BY CIRCUIT COURT:

- _____ Board of Zoning Appeals

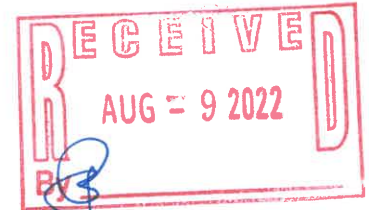
By submitting this application to the County of Prince Edward, I hereby certify that all information contained herein is true and complete and I consent to the dissemination of this document to the general public. If appointed, I understand that I will be required to fully comply to the requirements of the Virginia Conflict of Interest Act, Virginia Freedom of Information Act and other applicable sections of the Code of Virginia.

_____ 

Digitally signed by Richard McClintock
DN: cn=Richard McClintock, o, ou,
email=rmcclintock@hsc.edu, c=US
Date: 2022.08.05 15:20:39 -0500

Please Return Application To:
Prince Edward County Administrator's Office
Post Office Box 382, 111 South Street, 3rd Floor
Farmville, Virginia 23901
Tel: 434-392-8837 -- FAX: 434-392-6683
e-mail: info@co.prince-edward.va.us

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CITIZEN VOLUNTEER APPLICATION
FOR COUNTY BOARDS, COMMITTEES & COMMISSIONS

Date 8-1-2022

Name SANDRA COOKE

Home Address 86 Stonewall Drive

City Farmville State VA Zip Code 23901

Election District:	Buffalo-501	<input checked="" type="checkbox"/>	Farmville-801	_____
	Hampden-401	_____	Leigh-301	_____
	Farmville-101	_____	Lockett-201	_____
	Farmville-701	_____	Prospect-601	_____

Home Telephone Number 434-547-6662 FAX _____

E-Mail Address scooke@hsc.edu

Current Employer Hampden - Sydney College

Business Address Brown Student Center - Suite 5

City Hampden Sydney State VA Zip Code 23943

Business Telephone Number 4342236340 FAX _____

Which Address is Preferred for Mailings? Home Office _____

Optional Information Which May Prove Helpful:

Occupation Director of Student Affairs Operations, Orientation,

~~Former Occupation, If Retired~~ and Civic Engagement

Education: High School West Springfield Year 1986

College/Technical School Longwood Year 1994

Graduate School _____ Year _____

Military Service _____ Years _____

Degrees/Other _____

Past Board, Commission, and Committee Assignments Treasurer, Prince Edward

Christmas Mother, H-SC Museum Board, United Way of PE County Board,
Heart of Virginia Board, and SAFE KIDS Coalition Board

Professional, Civic, or Other Activities Advisor to H-SC Animal Rescue Club, Advisor to H-SC Mentor Club,

Advisor to Sigma Nu Fraternity Eta Pi, Tournament Director

for Dixie Youth Baseball District Tournament

Please state below your interest and/or reason to seek appointment by the Board of Supervisors and any special qualities that qualify you for this appointment.

I am interested in serving on the PE County Tourism
Council. I have always been interested in assisting
with raising the tourism economic impact in
Prince Edward County and this board seems like the
perfect way to accomplish that goal. I have served on
several boards and think my skills could benefit
this board.

Do you have a family member who is employed by the county office, organization or institution over which the Board/Commission for which you are seeking appointment will oversee/interact? If yes, please explain. **NO**

Do you have a business relationship with the county office, organization or institution over which the Board/Commission for which you are seeking appointment will oversee/interact?

NO

I am interested in and willing to serve on the following Board(s), Commission(s), or Committee(s). Please list in order of preference.

APPOINTED BY THE BOARD OF SUPERVISOR:

- Board of Appeals for Building Code
- Southside Virginia Community College Board
- Crossroads Community Services Board
- Poplar Hill Community Development Authority
- Prince Edward County Industrial Development Authority
- Central Virginia Regional Library Board
- Prince Edward County Planning Commission
- Prince Edward County Social Services Board
- Piedmont Regional Jail Board
- Special Committee of the Board of Supervisors: _____
- Other The PE County Tourism Council
- Other _____
- Other _____

APPOINTED BY CIRCUIT COURT:

- Board of Zoning Appeals

By submitting this application to the County of Prince Edward, I hereby certify that all information contained herein is true and complete and I consent to the dissemination of this document to the general public. If appointed, I understand that I will be required to fully comply to the requirements of the Virginia Conflict of Interest Act, Virginia Freedom of Information Act and other applicable sections of the Code of Virginia.




 Signature Date

Please Return Application To:
 Prince Edward County Administrator's Office
 Post Office Box 382, 111 South Street, 3rd Floor
 Farmville, Virginia 23901
 Tel: 434-392-8837 -- FAX: 434-392-6683
 e-mail: info@co.prince-edward.va.us

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Sandra P. Cooke

86 Stonewall Drive | Farmville, VA 23901 | Email: Sandra.Cooke.13@gmail.com | Cell: (434) 547-6662

OPERATIONS, MARKETING, CIVIC ENGAGEMENT, AND PUBLIC RELATIONS PROFESSIONAL

Communication and Organizing Talents

Energetic and dependable contributor with strong interpersonal skills to inspire, motivate and guide others. Demonstrate flexibility and teamwork. Introduce objectives in a comprehensible and orderly manner. Seek an administrative position as a director where proven experience, media communication, and education will be fully utilized and lead to career growth opportunities.

EXPERIENCE

Office of Student Affairs, Hampden-Sydney College – Hampden-Sydney, VA

Director of Student Affairs Operations, Orientation, and Civic Engagement

2014 – Present

- Organized the logistical support for major Student Affairs events: Orientation, Minority Alumni Weekend, and the Big Event - a campus-wide day of service
- Supervised the three support staff positions and eight student worker positions
- Served as the administrator of the student handbook, *The Key*, managing the annual update and publication process
- Maintained the Student Affairs section of the College website
- Managed budgets for the Office of Student Affairs
- Responsible for the monthly Parent Newsletter
- Designed and managed philanthropy, and volunteer/service initiatives for students, faculty, staff
- Developed and maintained relationships between the College and community organizations in the surrounding counties
- Participated in faculty-staff working groups including the College Food Committee, Quality Enhancement Plan (QEP), Title IX Committee, Benefits Committee, Communications Committee, and Cares for Kids
- Volunteered as a Club Advisor to H-SC Mentor Club, College Food Committee, Sigma Nu Fraternity Eta Pi, Animal Rescue Club, and Outsiders Club
- Served as a Freshmen Academic Advisor and Wilson Fellow Leadership Advisor

President's Office, Hampden-Sydney College – Hampden-Sydney, VA

Director of College Events

2005 - 2014

- Planned, organized, and implemented major college events including Family Weekend, C-Day, Opening Convocation, Board of Trustees meetings, Founders Weekend, Commencement, Winter Ball, and the Inauguration of the 24th President
- Updated college event web pages
- Consulted with members of the administration, faculty and staff to coordinate dinners, receptions, and other social events for students, parents, major donors, alumni and other public constituencies
- Maintained budgets and expenditures for major college events and activities
- Assisted with plans for major events held by the President
- Supervised the College Events Assistant
- Supervised the master calendar of scheduled college activities for students, faculty, staff and outside contracted events

Piedmont Community Health Plan - Lynchburg, VA

Marketing and Communications Specialist

2000 – 2005

- Facilitated and conducted enrollment meetings for large and small employers
- Expanded and managed web site
- Independently edited, formatted and printed newsletters for physicians, members, and brokers with a circulation of up to 18,000
- Assisted with the design of the short-term and long-term marketing plans
- Recognized for the recruitment of 36 physicians in the Farmville area
- Reorganized and developed methods to track future financial activities for Integrated Healthcare

EXPERIENCE CONTINUED

Centra Southside Community Hospital – Farmville, VA
Assistant Director of Marketing/Public Relations Coordinator
1995 - 2000

- Successfully advertised and promoted over 50 community health fairs, increasing participation by 40%.
- Worked collaboratively with various hospital departments to identify and launch public awareness campaigns
- Designed and managed the first website created for Southside Community Hospital
- Developed and produced hospital publications and newsletters with a circulation of 40,000
- Assisted in the development of departmental marketing plans
- Conceptualized and wrote news releases for five area newspapers
- Led development team for TV, newspaper, and radio advertisements
- Director of the Heart of Virginia 10K Run, 1996 - 2000

EDUCATION

B.S.B.A, Longwood University
Farmville, VA
Bachelor of Science in Business Administration with a concentration in Marketing

PROFESSIONAL CERTIFICATIONS AND COMPETENCIES

- Campus Safety and Higher Education Law Trainings: FERPA, Clery Act, and Title IX
- CPR, AED, and First Aid Certified, American Heart Association
- Skilled in Microsoft Excel, PowerPoint, Publisher, and Word

ACTIVITIES & VOLUNTEERISM

- **Advisor**, Hampden-Sydney College Animal Rescue Club 2022 - present
- **Board Member - Treasurer**, Prince Edward Christmas Mother 2021- present
- **Advisor**, Hampden-Sydney College Sigma Nu Fraternity Eta Pi 2021 - present
- **Advisor**, Hampden-Sydney College Mentor Club 2021 - present
- **Co-advisor**, Hampden-Sydney College Outsiders Club 2020 - present
- **Board Member**, Hampden-Sydney College Museum Board 2018 - 2020
- **Volunteer**, Prince Edward Christmas Mother 2018 - 2020
- **Advisor**, College Food Committee 2017 - present
- **Resident Member**, Lambda Circle of Omicron Delta Kappa Leadership Society 2016
- **Member**, NASPA – Student Affairs Administrators in Higher Education 2015 - present
- **Board Member**, United Way of Prince Edward County 2015 - 2019
- **Member, ACCED-I**, Association of Collegiate Conference and Events Directors – International 2014 and 2015
- **Tournament Volunteer**, Dixie Youth Baseball District Tournament 2014
- **Tournament Director**, Dixie Youth Baseball State Tournament 2013
- **Member**, Comprehensive Planning Committee for Cumberland County Schools 2009 - 2013
- **Board Member**, Heart of Virginia Festival 1999 and 2000
- **Board Member**, SAFE KIDS Coalition 1997 - 2000

HONORS AND DISTINCTIONS

- **Award**, Robert Thruston Hubbard IV Award 2019
- **Award**, Virginia School Board Association Business Honor Roll Award 2019
- **Award**, Ripple of Hope Award 2016

REFERENCES

References available upon request

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**Board of Supervisors
Agenda Summary**

Meeting Date: August 9, 2022
Item No.: 24
Department: Board of Supervisors
Staff Contact: Douglas Stanley
Issue: VDOT Smart Scale Applications – Resolution of Support

SUMMARY:

During this latest round of Smart Scale applications, the County submitted two applications -Manor House tum lanes and improvements to the Route 692(Kingsville Road) /Route 665 (Abilene Road) Intersection. The Manor House Drive project is necessary to permit development of the Manor. While the County has applied for Revenue Sharing funding for the project (which requires a 1:1 match), the Smart Scale project would pay for all but \$500,000 of the cost of the project. By putting up a County contribution, the project will be more competitive in the Smart Scale Scoring.

The Route 692(Kingsville Road) /Route 665 (Abilene Road) Intersection would provide safety improvements to a previously identified unsafe intersection that serves the south end of the Hampden-Sydney Campus.

Melody Foster has been notified that VDOT has requested a resolution of support from the County for the projects.

ATTACHMENT:

Sample Resolution, Email request from Melody Foster, VDOT Smart Scale project sheets

Recommendation:

The Board approve the attached resolution of support for the Smart Scale applications for Manor House tum lanes and improvements to the Route 692(Kingsville Road) /Route 665 (Abilene Road) Intersection.

SAMPLE MOTION:

I move that the Board of Supervisors approve the attached resolution for the VDOT Smart Scale program as outlined.

OR

I move that the Board of Supervisors deny the request to approve attached resolution for the VDOT Smart Scale program as outlined.

Motion _____ Cooper-Jones _____ Gilliam _____ Stiff _____
Second _____ Emert _____ Gur _____ Townsend _____
Pride _____ Watson _____

dstanley@co.prince-edward.va.us

From: mfoster@virginiasheartland.org <mfoster@virginiasheartland.org>
Sent: Friday, August 5, 2022 1:57 PM
To: Doug Stanley
Cc: Chelsey White; spuckett@co.prince-edward.va.us
Subject: Important - Resolution Needed for 2 Submitted Smart Scale Applications
Attachments: Prince Edward County Resolution of Support for 2 Smart Scale Applications.docx

Importance: High

Dear Doug,

David Cook with VDOT just emailed me to let me know he needed a Resolution of support from the Prince Edward County Board of Supervisors for the 2 submitted Smart Scale Applications by the end of August. The previous Resolution for the Manor House Drive project is not sufficient for this round.

David sent me a sample resolution and I have taken the liberty of amending it to include language for the two submitted applications (see attached). Please place on County letterhead and have the Board take action at their August 9th meeting to adopt the Resolution. Once approved I will need a signed copy (digital is fine) to forward to VDOT.

Let me know if this will be a problem in any way.

Melody Foster
Executive Director
Commonwealth Regional Council
P.O. Box P
One Mill Street, Suite 202
Farmville, Virginia 23901
(434) 392-6104 office
(434) 610-1728 cell

BOARD OF SUPERVISORS

Odessa H. Pride, Ed.D.
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COUNTY OF PRINCE EDWARD, VIRGINIA

COUNTY ADMINISTRATOR

Douglas P. Stanley, AICP, ICMA-CM
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Farmville, VA 23901
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A Resolution of the Board of Supervisors of the County of Prince Edward Supporting Two Submitted VDOT Smart Scale Grant Applications: Intersection Safety Improvements of Route 692 & 665 Project and Prince Edward County – Manor House Drive Turn Lanes Project

WHEREAS, in August 2022, the County of Prince Edward submitted two Smart Scale project applications for Intersection Safety Improvements of Route 692 & 665 Project and Prince Edward County – Manor House Drive Turn Lanes Project; and

WHEREAS, the VDOT scoring process is based on the following factors: congestion mitigation, economic development, accessibility, safety, environmental quality, land-use and transportation coordination; and

WHEREAS, County staff conferred with the VDOT Lynchburg District Planning Staff on the eligibility of these two projects, and based upon that review VDOT determined they are both eligible for funding through Smart Scale; and

WHEREAS, the Intersection Safety Improvements of Route 692 & 665 Project location is listed on the Top 100 Potential for Safety Improvement (PSI) Intersections and Segments that were identified as having the most safety needs ranked by district in 2013-17;

WHEREAS, the County has committed \$500,000 towards the Prince Edward County – Manor House Drive Turn Lanes Project;

NOW, THEREFORE, BE IT RESOVED, that the Board of Supervisors of the County of Prince Edward hereby supports the two submitted Smart Scale project applications for Intersection Safety Improvements of Route 692 & 665 Project and Prince Edward County – Manor House Drive Turn Lanes Project.

Certification

I hereby certify that the foregoing resolution was duly considered by the Board of Supervisors of the County of Prince Edward, Virginia at a regular board meeting in Prince Edward County, Virginia, at which a quorum was present and that same was passed this 9th day of August, 2022

Odessa H. Pride, Chair, Board of Supervisors

CERTIFIED TRUE COPY

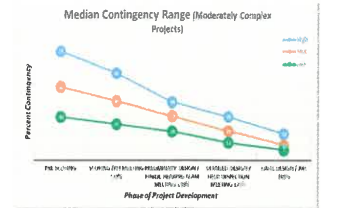
SVP PROJECTS DETAILED PROJECT COST ESTIMATE SUMMARY (Version 1.0: April 1 2022)						
Project ID: SMART SCALE Manor House Dr. / Riv 15		Project LFC: Milestone		Creation (Pre Scope)		
Project Location: Manor House		County: Prince Edward County (73)		Year Level: 5		
Project Complexity Classification: Moderately Complex		Estimate Type: Smart Portal				
Preliminary Engineering Phase Do not enter a negative value for defined or allowance. Ensure input where required. If no value then enter "0"						
Project Estimate Component						
Discipline	Source	Defined (\$)	Allowance*	Select Phase Risk Type Here (When using different contingency values for each discipline)	Contingency (Value of Risk)	Total
Roadway	Similar Project	\$ 452,843.00				\$ 452,843.00
Hydraulics	Select					\$
Utilities	Select					\$
Traffic	Select					\$
Structures/Bridges	Select					\$
Materials/Geotech	Select					\$
Survey/SUI/Quality Level A/SUE	Select					\$
Environmental	Select					\$
Right of Way	Select					\$
Other	Similar Project	\$ 86,000.00				\$ 86,000.00
VDOY Project PE Oversight	Select					\$
VDOY PE Oversight on Local Assistance Projects	Total entered from LAD Spreadsheet					Input Req'd
SUBTOTAL PE PHASE ESTIMATE (Without Contingency)		\$ 538,843.00	\$ -	Select Phase Risk Type Below	Contingency % (Value of Risk)	
Phase Risk Type and Contingency (Value of Risk): For Type 1 enter % amount; For Type 2 enter \$ amount				Type 1 Percentage	25.00%	\$ 134,710.75
TOTAL PE PHASE ESTIMATE						\$ 673,553.75
Phase dates (DD/MM/YYYY)		PE Base Estimate Date: 7/23/2022	Start Date: 8/15/2021	End Date: 2/9/2023		
Right-of-Way & Utilities Phase Do not enter a negative value for defined or allowance costs. For Contingency Values please refer to the ROW Cost Estimate Guide Section 2						
Discipline	Source	Defined (\$)	Allowance*	Select Phase Risk Type Here (When using different contingency values for each discipline)	Contingency (Value of Risk)	Total
Right-of-Way Acquisition	Other	\$ 404,887.00				\$ 404,887.00
Utilities	Other	\$ 839,589.00				\$ 839,589.00
VDOY Project RW Oversight	Similar Project	\$				\$
VDOY RW/VT Oversight on Local Assistance Projects	Total entered from LAD Spreadsheet					Input Req'd
SUBTOTAL RW PHASE ESTIMATE (Without Contingency)		\$ 1,244,476.00	\$ -	RW Contingency	40.00%	
Phase Risk Type and Contingency (Value of Risk): For Type 1 enter % amount; For Type 2 enter \$ amount				Type 1 Percentage	40.00%	\$ 497,790.40
TOTAL RW PHASE ESTIMATE						\$ 1,742,266.40
Phase dates (DD/MM/YYYY)		RW Base Estimate Date: 7/23/2022	Start Date: 7/23/2020	End Date: 2/12/2020		
Construction Phase Do not enter a negative value for defined or allowance costs. Ensure input where required. If no value then enter "0". "0" will result in a gray cell; Total shown is dependent on Risk Type (Phase or Discipline)						
Discipline	Source	Defined (\$)	Allowance*	Discipline Risk Type (When selecting amount)	Contingency (Value of Risk)	Total
Mobilization/Comm. Survey	Similar Project	\$ 398,172.00		Type 1 Percentage	0.00%	\$ 398,172.00
MOI	Similar Project	\$ 305,108.00		Type 1 Percentage	10.00%	\$ 335,616.00
Roadway	Similar Project	\$ 1,523,940.00		Type 1 Percentage	25.00%	\$ 1,904,850.00
Hydraulics	Similar Project	\$ 346,500.00		Type 1 Percentage	30.00%	\$ 450,450.00
In-plan Utilities	Similar Project	\$		Type 1 Percentage	0.00%	\$
Traffic	Similar Project	\$ 61,277.00		Type 1 Percentage	10.00%	\$ 67,404.70
Structures/Bridges	Similar Project	\$		Type 1 Percentage	0.00%	\$
Earthwork/Geotech	Similar Project	\$ 527,200.00		Type 1 Percentage	20.00%	\$ 632,640.00
Environmental/Soundwalls	Similar Project	\$		Type 1 Percentage	0.00%	\$
Other	Similar Project	\$ 21,082.00		Type 1 Percentage	15.00%	\$ 24,175.30
VDOY Project CH Oversight	Similar Project	\$		Type 1 Percentage	0.00%	\$
VDOY CH Oversight on Local Assistance Projects	Total entered from LAD Spreadsheet					Input Req'd
SUBTOTAL CH PHASE ESTIMATE (Without Contingency)		\$ 3,883,819.00	\$ -	CH Contingency	10.00%	\$ 388,381.90
Phase Risk Type and Contingency (Value of Risk): For Type 1 enter % amount; For Type 2 enter \$ amount				Type 1 Percentage	10.00%	\$ 388,381.90
TOTAL CH PHASE ESTIMATE						\$ 4,272,200.90
Phase dates (DD/MM/YYYY)		CH Base Estimate Date: 7/23/2022	Start Date: 7/13/2020	End Date: 6/10/2021		
Construction Contract Contingency Cell C6 is multiplied by the Total Bid Items Cost (D57+E57) to get H63						
Per Bid Item	3.00%					\$ 128,166.27
Railroad Flagging/Contribution	\$			Type 2 Percentage	0.00%	\$
State Forces	\$			Type 1 Percentage	0.00%	\$
State Police	\$			Type 1 Percentage	0.00%	\$
Contract Requirements (Insurance/Disaster/Other, etc.)	5.00%					\$ 140,680.95
Total Non-Bid Items		\$	\$			\$ 268,847.22
Phase Risk Type and Contingency (Value of Risk): Select						\$
TOTAL CN Estimate without CEI						\$ 4,541,048.12
See Section 3.4.3 in Proc Manual						
Construction Engineering (CEI) Source:		Percentage	CEI is dependent on the Percentage value of the Total Bid Items Cost (D57+E57)			\$ 695,153.22
CEI Environmental Inspection (Enter %)	0.00%	\$		Type 1 Percentage	0.00%	\$
CEI VDOT or Locality (Enter %)	10.00%	\$ 506,651.42		Type 2 Percentage	0.00%	\$ 506,651.42
CEI Oversight Costs (Enter %)	0.00%	\$		Type 1 Percentage	0.00%	\$
Total CEI		\$	\$			\$ 506,651.42
TOTAL CN Estimate						\$ 5,047,701.54
Phase dates (DD/MM/YYYY)		CN Base Estimate Date: 7/23/2022	Start Date: 7/13/2020	End Date: 6/10/2021		
TOTAL PROJECT COST ESTIMATE (excluding Inflation) (Pre-allowance) \$ 6,787,833.27						

Green Cells require input. Allowance / Contingency are not necessarily required. All others are auto calculating. Estimate to be entered based on current dollars and inflation will be applied at the bottom of this workbook for informational purposes only.

Assumptions	
See SMART SCALE Narrative for all assumptions and risks	

Assumptions	

Assumptions	



Total Project Cost Estimate Summary			Date of Current Cost	Inflation Factors	Future Cost (including Inflation)
Phase	Estimate (\$) without LAP OVERSIGHT COST	Contingency (\$)	Total Phase*	Inflation**	Total Cost***
PE Phase Estimate	\$ 538,843.00	\$ 134,710.75	\$ 673,553.75	1.1735	\$ 789,890.83
RW Phase Estimate	\$ 1,244,476.00	\$ 497,790.40	\$ 1,742,266.40	1.1941	\$ 2,080,817.20
CH Phase Estimate (without CEI)	\$ 3,883,819.00	\$ 506,651.42	\$ 4,390,470.42	1.1303	\$ 4,956,819.29
Total CEI	\$ 506,651.42	\$	\$ 506,651.42	1.1972	\$ 606,229.53
CH Phase Estimate (with CEI)	\$ 3,883,819.00	\$ 775,880.90	\$ 4,659,700.90	1.1303	\$ 5,255,049.31
Total Estimate	\$ 5,047,701.54	\$ 695,153.22	\$ 5,742,854.76		\$ 6,659,497.09

* Use combined Defined, Allowance, Contingency Costs and LAP Oversight. Total Phase includes Oversight Costs and Contract Requirements.
 ** Inflation rates taken from SMART Portal.
 *** Total Costs should match with total costs output from SMART Portal.

Base Estimate Dollar amounts for SMART PORTAL entry:		Risks/Contingency/Unknowns Dollar amounts for SMART PORTAL entry	
PE Base Estimate = \$	538,843.00	PE Phase Risk/Contingency/Unknowns = \$	134,710.75
RW Base Estimate = \$	1,244,476.00	RW Phase Risk/Contingency/Unknowns = \$	497,790.40
CH Base Estimate = \$	3,883,819.00	CH Phase Estimate Risk/Contingency = \$	775,880.90
		CEI amount = \$	506,651.42

SYP PROJECTS DETAILED PROJECT COST ESTIMATE SUMMARY (Version 1.0: April 1, 2022)						
Project ID: Route 685 & 683 Intersection Improvements		Project LINC: Raina Resado		Project Mifflin: Crawford/Pro Scope		
Prepared By:		Reviewed By:		Project Location: Prince Edward County (79)		Project Tier Level: 1
Project Location: Prince Edward County (79)		Project Tier Level: 1		Estimate Type: Smart Portal		
Preliminary Engineering Phase 7 <i>Do not enter a negative value for defined or allowance. Ensure input where required. If no value then enter "0"</i>						
Project Estimate Component						
Discipline	Source	Defined (\$)	Allowance*			Total
Roadway	PCES	\$ 1,145,835.00				\$ 1,145,835.00
Hydraulics	Select					\$
Utilities	Select					\$
Traffic	Select					\$
Structures/Bridges	Select					\$
Materials/Geotech	Select					\$
Survey/20/2 Quality Level A 3/0E	Select					\$
Environmental	Select					\$
Right of Way	Select					\$
Other	Select					\$
VDOT Project PE Oversight	Select					\$
VDOT PE Oversight on Local Assistance Projects	Total entered from LAD Spreadsheet					Input Req'd
SUBTOTAL PE PHASE ESTIMATE (Without Contingency)		\$ 1,145,835.00	\$			
Phase Risk Type and Contingency (Value of Risk): For Type 1 enter % amount; For Type 2 enter \$ amount				Type 1 Percentage	25.00%	\$ 286,458.75
TOTAL PE PHASE ESTIMATE						\$ 1,432,293.75
Phase Dates (DD/MM/YYYY)		PE Base Estimate Date	7/22/2022			
		Start Date	8/15/2023			
		End Date	3/28/2028			
Right-of-Way & Utilities Phase						
Discipline	Source	Defined (\$)	Allowance*	Select Phase Risk Type (When using different contingency values for each discipline)	Contingency (Value of Risk)	Total
Right-of-Way Acquisition	Other	\$ 309,561.00				\$ 309,561.00
Utilities	Other	\$ 309,566.00				\$ 309,566.00
VDOT Project RW Oversight	Similar Project					\$
VDOT RW/UT Oversight on Local Assistance Projects	Total entered from LAD Spreadsheet					Input Req'd
SUBTOTAL RW PHASE ESTIMATE (Without Contingency)		\$ 619,127.00	\$			
Phase Risk Type and Contingency (Value of Risk): For Type 1 enter % amount; For Type 2 enter \$ amount				Type 1 Percentage	30.00%	\$ 201,938.1
TOTAL RW PHASE ESTIMATE						\$ 874,165.10
Phase Dates (DD/MM/YYYY)		RW Base Estimate Date	7/22/2022			
		Start Date	2/8/2023			
		End Date	11/13/2029			
Construction Phase						
Discipline	Source	Defined (\$)	Allowance*	Discipline Risk Type (Use when selecting money)	Contingency (Value of Risk)	Total
Mobilization/Contract Survey	PCES	\$ 371,307.00		Type 1 Percentage	0.00%	\$ 371,307.00
NOI	PCES	\$ 250,000.00		Type 1 Percentage	> 0.0%	\$ 250,000.00
Roadway	PCES	\$ 998,127.00		Type 1 Percentage	30.00%	\$ 1,297,695.10
Hydraulics	PCES	\$ 200,000.00		Type 1 Percentage	20.00%	\$ 240,000.00
Utility Utilities	PCES	\$		Type 1 Percentage	0.00%	\$
Traffic	PCES	\$ 50,000.00		Type 1 Percentage	10.00%	\$ 55,000.00
Structures/Bridges	PCES	\$		Type 1 Percentage	0.00%	\$
Earthwork/Geotech	PCES	\$ 400,000.00		Type 1 Percentage	20.00%	\$ 480,000.00
Environmental/Soundwalls	PCES	\$		Type 1 Percentage	0.00%	\$
Other	PCES	\$ 442,000.00		Type 1 Percentage	0.00%	\$ 442,000.00
Total Bid Items		\$ 4,113,294.00	\$			\$ 3,548,562.10
VDOT Project CH Oversight	PCES			Type 1 Percentage		\$
VDOT CH Oversight on Local Assistance Projects	Total entered from LAD Spreadsheet					Input Req'd
Construction Contract Contingency Per WM-LD-249		0.00%		Call CES is multiplied by the Total Bid Items Cost (DS+ EIS) to get MILS		\$ 135,579.00
Railroad Flagging/Coordination		\$		Type 1 Percentage		\$
State Forests		\$		Type 1 Percentage		\$
State Police		\$		Type 1 Percentage		\$
Contract Requirements (Incentive/Disincentive, SL, max)	0			Call CES is multiplied by the Total Bid Items Cost (DS+ EIS) to get MILS		\$
Total Non-Bid Items						\$ 135,579.00
Phase Risk Type and Contingency (Value of Risk): For Type 1 enter % amount; For Type 2 enter \$ amount				Select		
Total CH Estimate without CES						\$ 3,384,141.80
See Section 5.4.3 in ProcOM Manual						
Construction Engineering (CEI) Source:		Percentage	CEI is dependent on the Percentage value of the Total Bid Items Cost (DS+EIS)			
CEI Environmental Inspection (Enter %)	0.00%	\$	Type 1 Percentage	0.00%	\$	
CEI VDOT at Locality (Enter %)	18.00%	\$ 488,086.92	Type 1 Percentage	0.00%	\$ 488,086.92	
CEI Overnight Costs (Enter %)	0.00%	\$	Type 1 Percentage	0.00%	\$	
Total CEI						\$ 488,086.92
TOTAL CW Estimate						\$ 3,772,228.72
Phase Dates (DD/MM/YYYY)		CH Base Estimate Date	7/22/2022			
		Start Date	11/17/2029			
		End Date	12/15/2030			
TOTAL PROJECT COST ESTIMATE (excluding Inflation) (PE+RW+CH)						\$ 6,075,687.57

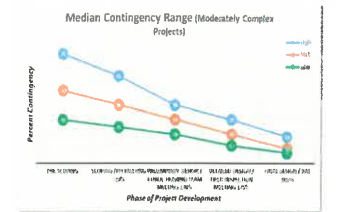
Green Cells require input. Allowance / Contingency are not necessarily required. All others are auto calculating. Estimate to be entered based on current dollars and inflation will be applied at the bottom of this workbook for informational purposes only.

- Copy Contingency Values (Contingency Values) to Tracking Tab
- Copy Risk Values (Risk Values) to Tracking Tab
- Copy Phase Risk Type (Phase Risk Type) to Tracking Tab
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Assumptions	

Assumptions	

Assumptions	



Total Project Cost Estimate Summary			Date of Current Cost	Inflation Factors	Future Cost (Including Inflation)
Phase	Estimate (\$) without LAD ONSIGHT COST	Contingency (\$)	7/22/2022	Inflation**	Total Cost***
PE Phase Estimate	\$ 1,145,835.00	\$ 286,458.75	\$ 1,432,293.75	1.1255	\$ 1,617,919.13
RW Phase Estimate	\$ 619,127.00	\$ 201,938.10	\$ 819,065.10	1.1244	\$ 920,274.63
CH Phase Estimate (with CES)	\$ 488,086.92	\$ 488,086.92	\$ 976,173.84	1.1307	\$ 1,104,654.09
TOTAL CEI	\$ 488,086.92	\$ 488,086.92	\$ 976,173.84	1.1307	\$ 1,104,654.09
Total Estimate	\$ 2,141,048.84	\$ 976,620.69	\$ 3,117,669.53		\$ 3,539,892.91

* Use combined Defined, Allowance, Contingency Costs and LAD Oversight. Total Phase Includes Oversight Costs and Contract Requirements.
** Inflation rates taken from SMART Portal.
*** Total Costs should match with total costs output from SMART Portal.

Base Estimate Dollar amounts for SMART PORTAL entry:		Risk/Contingency/Unknowns Dollar amounts for SMART PORTAL entry:	
PE Base Estimate =	\$ 1,145,835.00	PE Phase Risk/Contingency/Allowance =	\$ 286,458.75
RW Base Estimate =	\$ 619,127.00	RW Phase Risk/Contingency/Allowance =	\$ 201,938.10
CH Base Estimate =	\$ 488,086.92	CH Phase Estimate Risk/Contingency =	\$ 488,086.92
		CEI amount =	\$ 488,086.92

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**Board of Supervisors
Agenda Summary**

Meeting Date: August 9, 2022
Item No.: 25
Department: County Administration
Staff Contact: Douglas P. Stanley/Cheryl Stimpson
Issue: Committee Reports – Personnel Committee

Summary: The Personnel Committee will be meeting Tuesday, August 9, 2022 at 5:30 p.m. The Committee will determine if they have recommendations to bring to the Board.

Attachments:

Recommendation: To be determined.

Motion _____
Second _____

Cooper-Jones _____
Emert _____

Gilliam _____
Gur _____
Pride _____

Stiff _____
Townsend _____
Watson _____