

BOARD OF SUPERVISORS MEETING

ADDENDUM PACKET

May 9, 2023

Item #

- | | | |
|-----|--|-----|
| 23. | <u>Appropriations:</u> | |
| | a. Animal Control – Donations | 603 |
| | b. Sheriff's Department – State & Federal Grants | 605 |
| | c. Clerk of Court – Technology Trust Funds | 607 |
| | d. Prince Edward County Public Schools – CARES Act Funding | 609 |
| | e. Prince Edward County Public Schools – Federal & State Funds | 611 |
| 24. | <u>Closed Session:</u> | 615 |
| | a. Consultation with Legal Counsel | |
| 25. | <u>Informational/Correspondence:</u> | 617 |
| | b. Letter from Chesterfield County, RE: Med-Flight | 618 |
| 26. | <u>Monthly Reports:</u> | 619 |
| | a. Economic Development Report | 620 |
| | b. Tourism & Visitor Center | 622 |

[This page intentionally left blank]



**Board of Supervisors
Agenda Summary**

Meeting Date: May 9, 2023
Item #: 23-a
Department: Finance
Staff Contact: Crystal Baker
Agenda Item: FY23 Appropriations – Animal Control Donations

Summary: Animal Control received donations totaling \$1,065.00 towards the care of boarded animals. The Board is asked to appropriate the funds as follows:

FY23 BUDGET AMENDMENTS

Rev/Exp	Fund	Dept	Object	Description	Debit	Credit
3 (Rev)	100	18990	0003	AC Gifts & Donations		\$ 1,065.00
4 (Exp)	100	35100	6014	Other (Donations)	\$ 1,065.00	

Attachments:

Recommendation:

The Board Approve the FY23 Budget Supplement presented above and appropriate the same funds.

SAMPLE MOTION: I move the Board of Supervisors approve and appropriate the FY23 Budget Supplement as above outlined.

Motion _____	Cooper-Jones _____	Gilliam _____	Pride _____
Second _____	Emert _____	Jenkins _____	Townsend _____
		Jones _____	Watson _____

[This page intentionally left blank]

[This page intentionally left blank]



**Board of Supervisors
Agenda Summary**

Meeting Date: May 9, 2023
Item #: 23-c
Department: Finance
Staff Contact: Crystal Baker
Agenda Item: Technology Trust Funds

Summary:

The Clerk of Circuit Court has requested \$4,548.40 from the State Compensation Board as reimbursement from the Technology Trust Fund (ITF) that has been collected in Prince Edward. The funds will be used to pay for Records Management Maintenance and Secured Remote Access Systems.

FY23 BUDGET SUPPLEMENT

Rev/Exp	Fund	Dept	Object	Description	Debit	Credit
3 (Rev)	100	23000	0080	Technology Trust Funds		\$ 4,548.40
4 (Exp)	100	21600	5880	Technology Trust Fund	\$ 4,548.40	

Attachments:

Recommendation:

The Board Approve the FY23 Budget Supplement presented above and appropriate the same funds.

SAMPLE MOTION: I move the Board of Supervisors approve and appropriate the FY23 Budget Supplement as above outlined.

Motion _____	Cooper-Jones _____	Gilliam _____	Pride _____
Second _____	Emert _____	Jenkins _____	Townsend _____
		Jones _____	Watson _____

[This page intentionally left blank]



**Board of Supervisors
Agenda Summary**

Meeting Date: May 9, 2023
Item #: 23-d
Department: Finance/HR
Staff Contact: Cheryl Stimpson
Agenda Item: School CARES Appropriations

Summary:

The Board of Supervisors has received a request from the Prince Edward County School Board to appropriate the state funds described below for a total of \$40,000.00 for the 2022-2023 school year. There is no local match required for this appropriation.

FY23 BUDGET SUPPLEMENTS

Rev/Exp	Fund	Dept	Object	Description	Debit	Credit
3 (Rev)	200	033020	0101	School CARES Funds		\$40,000.00
4 (Exp)	200	061000	0001	Instruction	\$40,000.00	

Attachment: Request from Dr. Barbara Johnson

Recommendation: Approve the FY23 Budget supplement and appropriate the same funds.

SAMPLE MOTION: I MOVE THAT THE BOARD OF SUPERVISORS APPROVE THE BUDGET SUPPLEMENT REQUEST AND APPROPRIATE THE SAME FUNDS.

Motion _____
Second _____

Cooper-Jones _____
Emert _____

Gilliam _____
Jenkins _____
Jones _____

Pride _____
Townsend _____
Watson _____

PRINCE EDWARD COUNTY PUBLIC SCHOOLS

Barbara A. Johnson, Ed. D

Superintendent

May 3, 2023

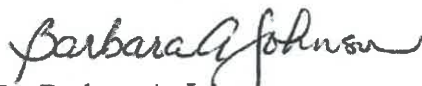
Prince Edward County
Mr. Doug Stanley, County Administrator
P. O. Box 382
Farmville, VA 23901

Dear Mr. Stanley:

The Prince Edward County School Board respectfully requests an appropriation of funds in the amount of \$40,000.00 to the CARES ACT budget for the 2022-2023 school year. The additional amount requested will represent a total of \$2,627,307.97 in the Cares Act FY2022-2023 budget. There is no local match required for this appropriation.

Thank you for your consideration of this request.

Respectfully submitted,



Dr. Barbara A. Johnson
Superintendent



Mrs. Lucy Carson
Chairperson, School Board

BAJ/vmj

pc: School Board Members

UNITED IN EXCELLENCE

35 Eagle Drive Farmville, VA 23901 | Telephone: 434-315-2150 | Fax: 434-392-1911



**Board of Supervisors
Agenda Summary**

Meeting Date: May 9, 2023
Item #: 23-e
Department: Finance/HR
Staff Contact: Cheryl Stimpson
Agenda Item: FY 23 School Appropriation

Summary:

The Board of Supervisors has received a request from the Prince Edward County School Board to appropriate the federal and state funds described below for a total of \$42,500.00 for the 2022-2023 school year. There is no local match required for this appropriation.

FY23 BUDGET SUPPLEMENTS

Rev/Exp	Fund	Dept	Object	Description	Debit	Credit
3 (Rev)	250	033020	0079	Laura Bush Fnd for Libraries		\$5,000.00
3 (Rev)	250	024020	0123	CTE Comp Innv Prgm Equip		\$37,500.00
4 (Exp)	250	061000	0001	Instruction	\$42,500.00	

Attachment: Request from Dr. Barbara Johnson

Recommendation: Approve the FY23 Budget supplement and appropriate the same funds.

SAMPLE MOTION: I MOVE THAT THE BOARD OF SUPERVISORS APPROVE THE BUDGET SUPPLEMENT REQUEST AND APPROPRIATE THE SAME FUNDS.

Motion _____ Cooper-Jones _____ Gilliam _____ Pride _____
 Second _____ Emert _____ Jenkins _____ Townsend _____
 Jones _____ Watson _____

PRINCE EDWARD COUNTY PUBLIC SCHOOLS

Barbara A. Johnson, Ed. D

Superintendent

May 3, 2023

Prince Edward County
Mr. Doug Stanley, County Administrator
P. O. Box 382
Farmville, VA 23901

Dear Mr. Stanley:

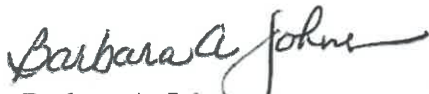
The Prince Edward County School Board respectfully requests an appropriation of the Laura Bush Foundation for America's Libraries funds in the amount of \$5,000.00 to the School Operating budget for the FY2023-2024 school year. There is no local match required for this appropriation.

The revenue in the amount of \$5,000.00 for this appropriation was deposited on April 14, 2023, into the School Board - Checking Account.


- \$5,000.00 – Additional Appropriation for FY23-24 – Laura Bush Foundation for America's Libraries – New Funding

Thank you for your consideration of this request.

Respectfully submitted,



Dr. Barbara A. Johnson
Superintendent



Mrs. Lucy Carson
Chairperson, School Board

BAJ/vmj

pc: School Board Members

UNITED IN EXCELLENCE

35 Eagle Drive Farmville, VA 23901 | Telephone: 434-315-2150 | Fax: 434-392-1911

PRINCE EDWARD COUNTY PUBLIC SCHOOLS

Barbara A. Johnson, Ed. D

Superintendent

May 3, 2023

Prince Edward County
Mr. Doug Stanley, County Administrator
P. O. Box 382
Farmville, VA 23901

Dear Mr. Stanley:

The Prince Edward County School Board respectfully requests an appropriation of state funds in the amount of \$37,500.00 to the School Operating budget for the FY2022-2023 school year. There is no local match required for this appropriation.

- \$37,500.00 – Additional Appropriation for FY22-23 – CTE Competitive Innovative Program Equipment Grant – New Funding

Thank you for your consideration of this request.

Respectfully submitted,



Dr. Barbara A. Johnson
Superintendent



Mrs. Lucy Carson
Chairperson, School Board

BAJ/vmj

pc: School Board Members

UNITED IN EXCELLENCE

35 Eagle Drive Farmville, VA 23901 | Telephone: 434-315-2150 | Fax: 434-392-1911

[This page intentionally left blank]



**Board of Supervisors
Agenda Summary**

Meeting Date: May 9, 2023
Item #: 24
Department: Board of Supervisors
Staff Contact: Douglas P. Stanley/Terri Atkins Wilson
Agenda Item: Closed Session

MOTION TO CONVENE IN CLOSED SESSION

I move that the Prince Edward County Board of Supervisors convene in Closed Session:

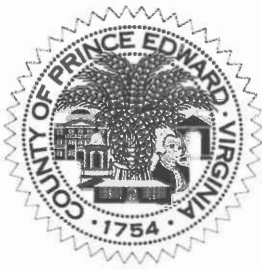
- a) For consultation with legal counsel regarding the provision of legal advice by such counsel related to properties adjoining the County boundary, pursuant to the exemption provided for in Section 2.2-3711(A)(8) of the *Code of Virginia*.

Attachments:

Recommendations: Convene in Closed Session

Motion _____ Cooper-Jones _____ Gilliam _____ Pride _____
Second _____ Emert _____ Jenkins _____ Townsend _____
Jones _____ Watson _____

[This page intentionally left blank]



**Board of Supervisors
Agenda Summary**

Meeting Date: May 9, 2023
Item #: 25
Department: County Administration
Staff Contact: Douglas P. Stanley / Sarah Elam Puckett
Agenda Item: Correspondence/Informational

SUMMARY:

Please see attachments.

COST:

ATTACHMENTS:

- b. Letter from Chesterfield County, RE: Med Flight

RECOMMENDATION: None.

SAMPLE MOTION:

Motion _____
Second _____

Cooper-Jones _____
Emert _____

Gilliam _____
Jenkins _____
Jones _____

Pride _____
Townsend _____
Watson _____



Chesterfield County, Virginia Fire & EMS

6731 Mimms Loop - P.O. Box 40 - Chesterfield, VA 23832
Phone: (804) 748-1360 - Fax: (804) 751-9022 - Internet: chesterfield.gov



Edward L. Senter Jr.
Chief

May 2, 2023

Mr. Douglas Stanley
County Administrator
P O Box 382
Farmville, VA 23903

Dear Mr. Stanley:

The purpose of this letter is to update you on the status of the Med-Flight program and thank you for the financial support Prince Edward County has provided to this critical program over the years.

The Med-Flight program has been a collaborative partnership among the Virginia State Police (VSP), Chesterfield Fire & EMS (CFEMS), and Virginia Commonwealth University (VCU) Health System for 38 years. The VSP has furnished the helicopter and pilots, CFEMS has assigned the flight medics, and since 2016 VCU has provided flight nurses. Localities throughout Central Virginia have played a large role in this effort by contributing funds annually to Chesterfield County to help offset the costs of the flight medics assigned to the program.

Effective July 1, 2023, VCU Health System will no longer provide flight nurses to the program and CFEMS will assume full responsibility for medical direction and clinical staffing of the helicopter. In return, VSP has agreed to fully cover Chesterfield's costs for providing two flight medics to the program each day. Accordingly, Chesterfield County will no longer need to seek contributions from other localities in this effort. This is a collective win for residents in the region whereby the costs for the program are now funded entirely by the state and this particular aeromedical service remains free of charge to patients.

Please disregard my December 1, 2022, request to consider funding in support of the Med-Flight program in Prince Edward County's FY-2024 budget in the amount of \$2,500. Thank you for your financial support of this critical program for so many years.

Sincerely,

Edward L. Senter, Jr.
Fire Chief



**Board of Supervisors
Agenda Summary**

Meeting Date: May 9, 2023
Item #: 26
Department: County Administration
Staff Contact: Douglas P. Stanley / Sarah Elam Puckett
Agenda Item: Monthly Reports

SUMMARY:

Please see attachments.

COST:

ATTACHMENTS:

- a. Economic Development Report
- b. Tourism & Visitor Center Report

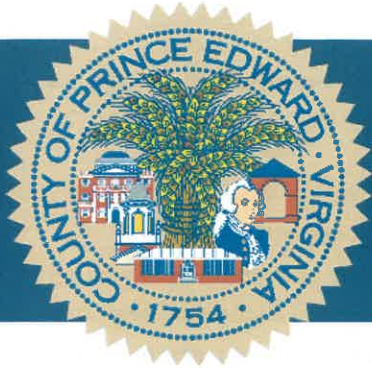
RECOMMENDATION: None.

SAMPLE MOTION:

Motion _____ Cooper-Jones _____ Gilliam _____ Pride _____
Second _____ Emert _____ Jenkins _____ Townsend _____
Jones _____ Watson _____

Chelsey White

Director of Economic Development & Tourism



Prince Edward County, Virginia

Office of Economic Development & Tourism

Economic Development and Tourism Report:

- Participated in the VEDP Business Retention Meeting where VEDP led a meeting with businesses to better understand what is going well and what they may be struggling with. Some areas that are covered during the meeting included workforce issues, retention, locality-specific challenges, plans for growth, and import/export issues.
- Processed reinvestment grant disbursements (local incentives) – over \$83,000 in reimbursements for taxes paid in tax year 2022 was requested from local companies and paid out by the IDA.
- Participated in the TRRC Roundtable Meeting in Kenbridge where each county representative discussed current drivers of their county's local economy, available industrial sites, and energy infrastructure and opportunities. Met the new Acting Executive Director and the Commonwealth's Secretary of Trade, James E. Campos.
- March and April IDA Meeting update – there was continued interest in the PEC Business Park from commercial developers; the IDA and staff continued to work with prospects.
- Participated in the CRC REDO Working Committee Kickoff Meeting which included a strategic planning session, mission and vision development, and SWOT analysis of the economic environment of our collective region. All partners and localities were represented.
- Access Road Project update: project moving along earlier than anticipated and is one month ahead of schedule. On June 1 we anticipate that the stone for the road will be laid down. The ground has been seeded so grass should begin to grow soon.
- Participated in the grant-funded GOVA Region3 Minority Engagement Workgroup. The regional entrepreneurship/innovation implementation grant includes a strong commitment to diversity, equity, and inclusion in programs developed.
- Continued to participate in economic development programs, collaborations, and educational opportunities through regional and state organizations including VEDP, SOVA, Longwood SBDC, RISE, and VEDA.
- April PECTC Meeting update – continued to work on strategic planning/developing defined goals for the organization, wayfinding signage development, and tourism marketing campaigns.

o: (434) 392-1482 | **f:** (434) 392-6683 | **c:** (434) 391-4809 | **e:** cwhite@co.prince-edward.va.us | **a:**
121 East Third Street; PO Box 625 Farmville, VA 23901

Chelsey White

Director of Economic Development & Tourism

- Held meeting with Hampden-Sydney College history faculty to begin collaborating on activities for the “Virginia 250 - A Revolution of Ideas” campaign that commemorates the adoption of the Declaration of Independence in 1776.
- Launched our tourism campaign titled “A Wonderful Week (END): Wellness, Working Remotely, Working Out” which features the following promotional opportunities:
 - The development of a themed commercial that features our partners which airs on Comcast from May through July in the Lynchburg/Roanoke and Richmond regions.
 - Promotion of crafted itineraries promoting wellness-related tourism assets in the county.
 - 500 gift bags for visitors staying at our partnering lodging providers: Tru by Hilton and Sandy River Retreat
 - Newly developed tourism web pages on the county website.
 - The production of social media content and advertisements on the new Explore Prince Edward County, VA Facebook and Instagram platforms.
- Accepted applications and held interviews to find a new Marketing Assistant. The new Marketing Assistant was hired on May 2nd.
- Participated in quarterly Virginia’s Crossroad Meeting held in May. The meeting was hosted at the Hotel Weyanoke.
- Continued participation in County marketing efforts with Letterpress Communications.
- Continued to participate in local, regional, and state organizations including THOYA, Virginia's Crossroads, and the Virginia Tourism Corporation in marketing the County's tourism opportunities.
- Recent articles that feature Farmville/Prince Edward County
 - <https://travelaspire.wordpress.com/2023/02/16/20-best-things-to-do-in-farmville-va/>
 - <https://www.onlyinyourstate.com/virginia/best-road-trips-in-virginia/>
 - <https://blog.virginia.org/2018/05/crush-friday-farmville-appomattox/>
 - <https://www.topretirements.com/reviews/virginia/Farmville/>

o: (434) 392-1482 | **f:** (434) 392-6683 | **c:** (434) 391-4809 | **e:** cwhite@co.prince-edward.va.us | **a:**
121 East Third Street; PO Box 625 Farmville, VA 23901

Tourism & Visitor Center Monthly Report for March 2023

HEARTLAND REGIONAL VISITOR CENTER ATTENDANCE:					
	Virginia Guests	Other States	Other Countries	Total Guests	Average Visitors per Month:
YTD 2023	277	50	3	330	110.0
2022	1,257	314	35	1,606	133.3
					Total / 3 Months
					Total / ALL of 2023

Requests for Information:

	Phone Inquiries	Video Views (All)	Center Visits	GoogleMyBusiness Finding the Visitor Center	Monthly Totals:
March 2023	23	4	154	1,079	1,260
March 2022	17	1	128	726	872
% Difference	35.29%	34.00%	20.31%	48.62%	44.50%

TOTAL YTD				Total YTD Inquiries:
2023 YTD	54	10	512	3,962
2022 YTD	48	28	208	2,360
% Difference	12.50%	-64.29%	146.15%	11.86%
			No data	

April Report to Board of Supervisors:

Recent articles that feature Farmville/Prince Edward County

- <https://travelaspire.wordpress.com/2023/02/16/20-best-things-to-do-in-farmville-va/>
- <https://www.onlyinyourstate.com/virginia/best-road-trips-in-virginia/>
- <https://blog.virginia.org/2018/05/crush-friday-farmville-appomattox/>
- <https://www.topretirements.com/reviews/virginia/Farmville/>

Tourism & Visitor Center Monthly Report for April 2023

HEARTLAND REGIONAL VISITOR CENTER ATTENDANCE:					
	Virginia Guests	Other States	Other Countries	Total Guests	Average Visitors per Month:
YTD 2023	397	90	7	494	123.5
2022	1,257	314	35	1,606	133.3
				Total / 4 Months	
					Total / ALL of 2023

Requests for Information:

	Phone Inquiries	Video Views (All)	Center Visits	GoogleMyBusiness Finding the Visitor Center	Monthly Totals:
April 2023	18	2	194	1,080	1,294
April 2022	16	10	82	787	895
% Difference	12.50%	-80.00%	136.59%	37.23%	No data

TOTAL YTD	Phone Inquiries	Video Views (All)	Center Visits	GoogleMyBusiness Finding the Visitor Center	Monthly Totals:
2023 YTD	72	12	706	4,466	5,256
2022 YTD	64	38	290	2,863	3,255
% Difference	12.50%	-68.42%	143.45%	No data	61.47%

May Report to Board of Supervisors:

- April PECTC Meeting update – continued to work on strategic planning/developing defined goals for the organization, wayfinding signage development, and tourism marketing campaigns.
- Field meeting with Hampden-Sydney College history faculty to begin collaborating on activities for the “Virginia 250 - A Revolution of Ideas” campaign that commemorates the adoption of the Declaration of Independence in 1776.
- Launched our tourism campaign titled “A Wonderful Week (END): Wellness, Working Remotely, Working Out” which features the following promotional opportunities:
 - The development of a themed commercial that features our partners which airs on Comcast from May through July in the Lynchburg/Roanoke and Richmond regions.
 - Promotion of crafted itineraries promoting wellness-related tourism assets in the county.
 - 500 gift bags for visitors staying at our partnering lodging providers: Tru by Hilton and Sandy River Retreat
 - Newly developed tourism web pages on the county website.
 - The production of social media content and advertisements on the new Explore Prince Edward County, VA Facebook and Instagram platforms.
 - Accepted applications and held interviews to find a new Marketing Assistant. The new Marketing Assistant was hired on May 2nd.
 - Participated in quarterly Virginia’s Crossroad Meeting held in May. The meeting was hosted at the Hotel Weyanoke.