

MINUTES  
BOARD OF SUPERVISORS  
COUNTY OF YORK

Regular Meeting  
February 4, 2020

6:00 p.m.

Meeting Convened. A Regular Meeting of the York County Board of Supervisors was called to order at 6:00 p.m., Tuesday, February 4, 2020, in the Tabb Library Meeting Room, Tabb Library, by Chairman W. Chad Green.

Attendance. The following members of the Board of Supervisors were present: Walter C. Zarembo, Sheila S. Noll, W. Chad Green, Jeffrey D. Wassmer, and Thomas G. Shepperd, Jr.

School Board Members: James E. Richardson, Chairman; Brett Higginbotham, Vice Chairman; Mark J. Shafer; Laurel M. Garrelts; and Sean P. Myatt.

Also in attendance were Neil A. Morgan, County Administrator; Mark L. Bellamy, Jr., Deputy County Administrator; Vivian A. Calkins-McGettigan, Deputy County Administrator; James E. Barnett, County Attorney; Dr. Victor D. Shandor, Superintendent of Schools; Dr. James Carroll, Chief Operations Officer; and Bill Bowen, Chief Financial Officer.

**JOINT MEETING WITH THE YORK COUNTY SCHOOL BOARD**

Mr. Morgan welcomed everyone to the meeting and reviewed the agenda items to be discussed during the meeting, and he introduced County staff present.

Dr. Shandor also welcomed those attending the meeting and introduced School Division staff present. He noted Dr. Carroll would brief the boards on the recent fire at the Grafton complex.

Dr. Carroll stated that at 3:45 p.m. yesterday a fire broke out in the main electrical room of the Grafton complex; and because of the wonderful support of the County's Department of Fire and Life Safety and the York-Poquoson Sheriff's Department, the fire was contained in that room. The fire caused a lot of smoke and loss of electricity, and the School Division is now assessing the damage, and students will be out for the rest of the week.

**STRATEGIC PRIORITIES HIGHLIGHTS—COUNTY**

Mr. Bellamy briefly reviewed discussion at the Board of Supervisors' annual retreat last Friday concerning the Board's Strategic Priorities and the possibility of needing to change or add anything to them. He noted the Board adopted the following Strategic Priorities at its annual retreat held January 31, 2020:

- Exemplary Public Safety
- Excellent Educational Opportunities
- Value-Driven Economic Development
- Maximize Outstanding Communications and Customer Service
- Environmental Stewardship with a Focus on Resiliency

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- Quality Technology Investments

Next Mr. Bellamy indicated his presentation emphasized Public Safety, and he reviewed some accomplishments that staff is very proud of in terms of Emergency Communications, Fire and Life Safety, and the York-Poquoson Sheriff's Office:

## E-911/Communications

- Building Security
- Cameras
- Locks
- Next Generation 911 compatibility
- Isle of Wight radio system expands our interoperable network

## Fire and Life Safety

- Mobile data terminals
- Staffing enhancements
- Fire Station No. 1
- Self-contained breathing apparatus
- Ambulance replacement
- Fire apparatus replacement

## Law Enforcement

- New Records Management System
- Mobile data terminals
- Hybrid electric patrol vehicles
- Mobile radio replacements
- Enhanced staff

Mrs. Noll asked for an explanation of a SAFER Grant.

Mr. Morgan explained the grant is an opportunity to apply for a matching grant for Public Safety staffing that pays for a certain number of positions at certain percentages over a period of time until the locality bears the total burden of the costs.

Chairman Richardson asked where the new law enforcement building would be located.

Mr. Bellamy indicated it would be located on County property behind the Public Works complex.

### STRATEGIC PRIORITIES' HIGHLIGHTS—SCHOOL DIVISION

Dr. Shandor reviewed the York County School Division Fast Facts which provides information in several categories on all 19 York County Schools. He stated all 19 schools are accredited; and in terms of on-time graduation, 97 percent of the students graduated, the highest in 5 years, exceeding the state average by 5.5 percentage points. For African American students, 98.4 percent graduated, again the highest in 5 years, exceeding the state average by 8.7 percentage points. Students with disabilities are graduating at 95.7 percent, a 14 percentage point increase in the last 3 years, exceeding the state average by 7.2 percentage points. Next Dr. Shandor reviewed the math pass rate, stating York County ranked 2<sup>nd</sup> in the state, and pass rates are the highest they have been in five years for all subgroups. The reading pass rate is at 90 percent for all students, 87 percent for African Americans, and 61 percent for students with disabilities. Dr. Shandor reviewed the York County School Division Strategic Plan Objectives, stating by FY22 all schools will provide career awareness and exploration opportunities for students in designated grades at the elementary, middle, and high school level. By FY22 all York County School Division students will complete an internship, mentorship, or job shadowing experience prior to graduation, and he reviewed the opportunities for career readiness for students K-12, as well as opportunities for internship and mentorship. Dr. Shandor reviewed the EngagedIN program which currently has 213 participants involved in 16 career clusters. Lastly, he reviewed Career Connections, a process of creating a framework on the School Division website for students, parents, and teachers to provide specific resources to guide a student's path.

Discussion followed regarding the accomplishments made by this group so that all County school graduates have some kind of internship before graduation. The Boards also discussed education opportunities and strategies to help IEP students perform at higher levels.

### CAPITAL IMPROVEMENTS PLAN - COUNTY

Mr. Morgan indicated he appreciated the School Board being at the meeting tonight since the School Division has had such a challenging couple of days because of the fire at the Grafton complex. He briefly reviewed the purpose of the Capital Improvements Plan (CIP), the categories of funds in the plan, and the process of developing the plan. He noted the County uses the committee approach, and he reviewed the evaluation and discussion factors in the development of the plan. He displayed a working draft summary of the proposed FY2021 – FY2026 CIP showing the comparison with last spring's approved CIP. Mr. Morgan stated the first year of the six-year plan is appropriated at the same time as the operating budget, and the other five years going out is a game plan with the figures going up substantially in the out years because of the big ticket items. He noted that when considering items for the CIP, staff tries to relate the resources to tie in with the Board's Strategic Priorities. He then reviewed some of the significant 2021 CIP projects.

A brief discussion took place concerning the pros and cons for the use of artificial turf on athletic fields.

Mr. Morgan then reviewed the major requests that were not fully funded in the six-year CIP such as a new fire station at the Bypass Road corridor and undergrounding utilities. He next discussed the CIP's impact on the General Fund in terms of debt service and transfers, and he reviewed the funding plan for the CIP that includes the Board of Supervisors' debt policy, sources for CIP funding, planning the CIP based on Board policy, projection of debt policy compliance of the six-year CIP, and affordability. He noted the Board's debt policy emphasizes pay-as-you-go capital funding, annual debt service cannot exceed 10 percent of the total General Fund, and the outstanding principal of the debt will not exceed 3 percent of assessed valuation of taxable property. He then reviewed the plan for using 25 percent pay-as-you-go funding and 75 percent planned debt financing in the proposed CIP with a debt capacity in FY26 of 9.2 percent of the General Fund budget, still below the 10 percent cap on debt service.

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Discussion followed regarding the renovation of County facilities at a cost of \$8.1 million, and the functional/staffing moves that will be made so that no new buildings will be required other than for the Sheriff's Office.

## CAPITAL IMPROVEMENTS PLAN – SCHOOL DIVISION

Dr. Carroll briefed the boards on School Division capital spending from FY15 through FY19 totaling \$48,669,000. He stated the School Division created a CIP committee with the Chief Financial Officer Bill Bowen heading it. He noted that Information Technology was involved as well as input from County Purchasing. He then reviewed the work that had been completed in the last five years:

- Security vestibules and office renovations – Seaford, Coventry Elementary Schools, and Grafton Middle School
- Gym renovations – Mt. Vernon and Dare Elementary Schools
- Storefront facelifts – Mt. Vernon and Coventry Elementary Schools
- Enclosed breezeways – Mt. Vernon and Dare Elementary Schools
- HVAC/Roof repairs – Dare Elementary School
- Building Renovations – Waller Mill, Yorktown, Bethel Manor and Tabb Elementary Schools
- Growth and Implications –
  - Elementary Instructional Capacity explained
  - School capacities of upper County elementary schools
  - School capacities of lower County elementary schools
  - Enrollment and capacity projection
  - Operations – Current Trends – Growth

Dr. Carroll explained the School Division strategies for enrollment beyond capacity, utilizing temporary classroom spaces, adjusting attendance zones, building additional classrooms, and construction of a new elementary school. He stated the School Division's major recommendations/next steps include:

- Ordering portable classrooms for placement in the lower County
- Exploring the building or acquisition of existing property for centralized pre-school services
- The addition to Seaford Elementary School has already commenced
- An addition to Dare Elementary School after pre-school and SES projects

Discussion followed regarding the need for a new school versus the use of portable classrooms, being careful not to overcorrect the problem, and separate facilities for pre-school students.

## FY2021 BUDGET – COUNTY

Mrs. Theresa Owens, Director of Finance, reviewed the financial results of FY2019, noting a surplus of \$4.7 million. Once required commitments were subtracted, year-end funds available for other departmental requests and senior management recommendations amounted to \$1,038,000. She reviewed the positive things known about revenue trends six months into

FY2020, as well as the unfavorable trends. Mrs. Owens then discussed the FY2021 budget, stating the revenue outlook shows a stronger national and local economy, positive consumer confidence, a strong State revenue outlook, and stable tax rates. The estimated increase in revenues should be approximately \$2.0 - \$3.5 million. She noted things to watch for FY21 include the power plant closure and possible decline of revenue growth due to reductions in sales tax, permit revenues, and real estate construction growth. She reviewed the priorities involved with FY2021 budget planning and the common budget impacts. Mrs. Owens concluded her presentation with the dates of Board of Supervisors' meetings for the budget presentation, the public hearings on the budget and tax rates, and the scheduled adoption of the FY21 budget.

#### FY2021 BUDGET – SCHOOL DIVISION

Mr. Bowen noted the School Division had finally implemented Phase II of Munis, which puts the School Division in a better place. He commended Ken Metcalfe and Ericka Alderman on their leadership in the implementation process. Mr. Bowen then updated the Boards on the Governor's proposed budget and its impact on the schools for FY21, noting the School Division can expect about \$4.6 million in new money from the State. He discussed the money coming in from the State Lottery being somewhat less, but it was to be supplemented by another proposed funding source which the General Assembly must act upon. Mr. Bowen noted there was no raise proposed for teachers in the Governor's proposed budget, but the School Division is hopeful to be able to propose some kind of increase. He reviewed the student average daily membership (ADM) which has steadily risen since FY17, and the School Division is expecting an increase of 203 students in FY21 resulting in an ADM of 13,188. He reviewed State and local funding since FY09, stating the trend is continuing to rise and has been steady since 2019. Mr. Bowen reviewed the challenges facing the School Division which include student growth and capacity challenges, SPED regional programs, the Children's Services Act, and the possibility of the next recession. Mr. Bowen concluded his presentation with a review of the School Division's budget calendar.

Discussion followed on the cost and lack of funding for students with disabilities, and the increased number of students with disabilities coming from the military.

Chairman Green invited each of the members of the two Boards to make comments at this time.

Mr. Zaremba apprised those in attendance of an article in the magazine Niche which evaluates cities and counties with respect to the best places in the country to raise a family. He stated York County is rated as the third best place in the country, and the York County School System is rated 17<sup>th</sup> nationwide.

Mr. Wassmer thanked the staff of the County and School Division for the excellent briefings this evening.

Mr. Shepperd spoke about the demands for technology in the schools and county government. He noted the technology at Tabb High School has changed to the Cloud and is no longer a stand-alone system. He indicated that some of the iPads used by the School Division are not terribly expensive, and he asked if warranties are still purchased for these types of technologies.

Mr. Carroll stated there are warranties on the more expensive Dell laptops. He stated the IT division does a very good job with the contractor and purchasing.

Mr. Shepperd stated from what he has observed, the School Division is doing a great job and focusing on the right things. He stated he was very proud of the York County School Division, which is making York County successful and bringing in families who are focused on a great education.

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Chairman Green stated four years ago when he was first elected to the Board of Supervisors, these meetings did not happen, and now the County is in a much better place. The Board of Supervisors has a commitment to excellence in public schools, and it is one of the Board's strategic priorities. He expressed his appreciation to the members of the School Board for taking their time to attend this joint meeting, and he encouraged the Board and School Board members to sit down with their counterparts at least once a month and talk about the issues dealing with education.

Mr. Higginbotham stated he enjoyed getting to know the members of the School Board and Board of Supervisors and to see the amount of work by the two boards and their staff to put York County schools at the top of their priorities.

Mrs. Garrelts indicated she was excited to be here, and expressed her appreciation for the cooperation between the two boards. She stated it makes her very proud to be a part of what the two boards are doing.

Mr. Shafer noted that in District 1 teamwork was a big thing. He stated both boards are on the same team, and it is all for the goal of making York County schools the very best.

Mr. Myatt indicated he was glad to experience the close collaboration between the School Board and Board of Supervisors.

Chairman Richardson noted he and his wife both went to York County schools, and their children did as well, which is why he has stayed involved. He stated he enjoys these joint work sessions and feels they are needed to continue working together as a team.

Meeting Adjourned. At 8:24 p.m. Chairman Green declared the meeting adjourned sine die.



Neil A. Morgan  
County Administrator



W. Chad Green, Chairman  
York County Board of Supervisors