

York County VIRGINIA



FY2020 Adopted Budget

Adopted Annual Budget - Fiscal Year 2020
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County of York
Adopted Operating Budget
Fiscal Year 2020 (July 1, 2019 to June 30, 2020)

Board of Supervisors



Thomas G. Shepperd, Jr., Chairman



W. Chad Green, Vice Chairman



Jeffrey D. Wassmer



Sheila S. Noll



Walter C. Zaremba

Constitutional Officers

Clerk of the Circuit Court
Commissioner of the Revenue
County Treasurer
Commonwealth's Attorney
Sheriff

Kristen N. Nelson
Ann H. Thomas
Candice D. Kelley
Benjamin M. Hahn
J. D. Diggs

County Officials

County Administrator
County Attorney
Deputy County Administrator
Deputy County Administrator

Neil A. Morgan
James E. Barnett
Vivian A. Calkins-McGettigan
Mark L. Bellamy, Jr.



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**County of York
Virginia**

For the Fiscal Year Beginning

July 1, 2018

Christopher P. Morill

Executive Director

BOARD OF SUPERVISORS
 COUNTY OF YORK
 YORKTOWN, VIRGINIA

Ordinance

At a regular meeting of the York County Board of Supervisors held in York Hall, Yorktown, Virginia, on the 7th day of May, 2019:

<u>Present</u>	<u>Vote</u>
Thomas G. Shepperd, Jr., Chairman	Yea
W. Chad Green, Vice Chairman	Yea
Sheila S. Noll	Yea
Walter C. Zaremba	Yea
Jeffrey D. Wassmer	Yea

On motion of Mr. Wassmer, which carried 5:0, the following ordinance was adopted:

AN ORDINANCE TO IMPOSE TAX LEVIES UPON TANGIBLE PERSONAL PROPERTY, UPON MACHINERY AND TOOLS, UPON MOBILE HOMES, AND UPON REAL ESTATE FOR THE CALENDAR YEAR 2019, AND TO PRORATE TAXES ON MOBILE HOMES AS AUTHORIZED BY SEC. 58.1-3001 OF THE CODE OF VIRGINIA

WHEREAS, it is necessary for the Board of Supervisors to establish real estate and personal property tax levies for the County of York for calendar year 2019 beginning January 1, 2019, and ending December 31, 2019; and

WHEREAS, the Board has duly advertised and held a public hearing on the subject tax levies;

NOW, THEREFORE, BE IT ORDAINED by the York County Board of Supervisors this the 7th day of May, 2019, that the following County tax levies be, and they hereby are, imposed for the calendar year 2019:

	Class of Property	Rate Per \$100 of Assessed Valuation
1.	Real Estate	.795
2.	Tangible Personal Property	4.00

- | | | |
|----|--|------------|
| 3. | Tangible Personal Property—
for one vehicle owned by a
disabled veteran | 1.00 |
| 4. | Machinery and Tools | 4.00 |
| 5. | Vehicles without motive
power, used or designed to be
used as manufactured homes as
defined in Section 36-85.3 of
the Code of Virginia | .795 |
| 6. | Boats or watercraft
weighing less than five tons | .000000001 |
| 7. | Boats or watercraft
weighing five tons or more | .000000001 |

BE IT FURTHER ORDAINED that if a mobile home is delivered or moved to York County after January one of any year and used as a place of full-time residence by any person, the Commissioner of the Revenue shall assess and quarterly prorate any property taxes which would have been collectible had such mobile home been situated within York County on January one of that year.

A Copy Teste:


Mary E. Simmons
Deputy Clerk

BOARD OF SUPERVISORS
COUNTY OF YORK
YORKTOWN, VIRGINIA

Resolution

At a regular meeting of the York County Board of Supervisors held in York Hall, Yorktown, Virginia, on the 7th day of May, 2019:

<u>Present</u>	<u>Vote</u>
Thomas G. Shepperd, Jr., Chairman	Yea
W. Chad Green, Vice Chairman	Yea
Walter C. Zaremba	Yea
Sheila S. Noll	Yea
Jeffrey D. Wassmer	Yea

On motion of Mr. Zaremba, which carried 5:0, the following resolution was adopted:

A RESOLUTION TO APPROVE THE BUDGET AND APPROPRIATE FUNDS FOR THE COUNTY OF YORK AND THE YORK COUNTY SCHOOL DIVISION FOR THE FISCAL YEAR BEGINNING JULY 1, 2019, AND ENDING JUNE 30, 2020

WHEREAS, the County Administrator has submitted to the York County Board of Supervisors a proposed annual budget for the County for the fiscal year beginning July 1, 2019, and ending June 30, 2020, which has been reviewed by the Board of Supervisors; and

WHEREAS, it is necessary to adopt said budget and appropriate sufficient funds to cover the requirements included therein; and

WHEREAS, the Board of Supervisors, in exercising its independent judgment and in concert with the York County School Board, has considered the school's annual operating budget; and

WHEREAS, after considering the availability of local funds, approval of the York County School Board's fiscal year 2020 educational budget is based upon funding from the federal government in the amount of \$14,336,919; from the state government in the amount of \$73,938,220; from the local appropriations in the amount of \$55,937,094; and other local revenues in the amount of \$1,692,812;

NOW, THEREFORE, BE IT RESOLVED by the York County Board of Supervisors this 7th day of May, 2019, that the fiscal year 2020 annual budget of the York County School Division for school operations in the amount of \$145,905,045 be, and is

hereby, approved subject to and contingent upon the availability of funds as indicated in the preamble hereto.

BE IT FURTHER RESOLVED that the annual budget in the sum of \$4,280,500 for fiscal year 2020 be, and is hereby, approved for the operation of food service programs for purposes authorized and approved by the York County School Board subject to and contingent upon the availability of funds.

BE IT STILL FURTHER RESOLVED that the annual budget in the sum of \$18,366,250 for fiscal year 2020, be and is hereby, approved for the School Division Health and Dental Insurance Fund for purposes authorized and approved by the York County School Board subject to and contingent upon the availability of funds.

BE IT STILL FURTHER RESOLVED that an annual appropriation in the sum of \$9,805,000 for fiscal year 2020 be, and is hereby, made for school capital projects.

BE IT STILL FURTHER RESOLVED that the fiscal year 2020 annual budget for the County of York be, and is hereby, adopted as proposed on this date.

BE IT STILL FURTHER RESOLVED that the following annual appropriations for fiscal year 2020 be, and are hereby, made in the General Fund for the following functions:

<u>Function</u>	<u>Amount</u>
Administrative Services	\$ 3,117,796
Judicial Services	3,281,999
Public Safety	36,679,503
Planning & Development Services	2,565,728
Management Services	9,537,676
Education & Educational Services	65,996,541
Human Services	3,973,947
Public Works	9,280,907
Community Services	3,258,864
Capital Outlay, Fund Transfers & Non-Departmental	8,729,039
Total General Fund	<u>\$ 146,422,000</u>

BE IT STILL FURTHER RESOLVED that the County Administrator be, and is hereby, authorized to transfer the appropriations in the General Fund Non-Departmental function to the related categories in the various General Fund functions.

BE IT STILL FURTHER RESOLVED that the \$65,996,541 appropriated above from the General Fund for Education and Educational Services, includes \$55,737,094 for the local contribution to the School Division for support of the School operating budget and, of this amount \$54,602,444 is appropriated as a non-categorical appropriation to be allocated among the various school operating categories as the School Board deems necessary, and \$1,134,650 is appropriated to the Operation and Maintenance

Category for continuation of the School Grounds Maintenance Agreement, dated July 20, 2010, as adopted by the York County Board of Supervisors and the York County School Board.

BE IT STILL FURTHER RESOLVED that, pursuant to the School Division's request, the sum of \$780,000 is appropriated in the Revenue Stabilization Reserve Fund for fiscal year 2020, and of this amount \$200,000 is appropriated for transfer to the School Operating Fund and \$580,000 is appropriated as a transfer to the School Capital Improvements Fund.

BE IT STILL FURTHER RESOLVED that the annual appropriation in the sum of \$3,593,320 for fiscal year 2020 be, and is hereby, made in the Tourism Fund.

BE IT STILL FURTHER RESOLVED that the annual appropriation of the Tourism Fund be, and is hereby, adjusted if and when additional revenues from the transient occupancy taxes and freight shed operations become available. The County Administrator shall advise the Board of Supervisors in writing of all such actions.

BE IT STILL FURTHER RESOLVED that the annual appropriation in the sum of \$7,292,257 for fiscal year 2020 be, and is hereby, made in the Social Services Fund for the operation of the York/Poquoson Department of Social Services.

BE IT STILL FURTHER RESOLVED that the annual appropriation of the Social Services Fund be, and is hereby, adjusted if and when additional federal and/or state funds or local contributions become available or are reduced. The County Administrator shall advise the Board of Supervisors in writing of all such actions.

BE IT STILL FURTHER RESOLVED that the annual appropriation in the sum of \$365,000 for fiscal year 2020 be, and is hereby, made in the Grant Fund.

BE IT STILL FURTHER RESOLVED that the annual appropriation in the sum of \$7,500 for fiscal year 2020 be, and is hereby, made in the Law Library Fund.

BE IT STILL FURTHER RESOLVED that the annual appropriation in the sum of \$1,532,567 for fiscal year 2020 be, and is hereby, made in the Children and Family Services Fund for the operation of the Head Start and the United States Department of Agriculture (USDA) Programs.

BE IT STILL FURTHER RESOLVED that the annual appropriations of the Head Start and USDA Programs be, and are hereby, adjusted if and when additional federal and/or state funds or local contributions become available or are reduced. The County Administrator shall advise the Board of Supervisors in writing of all such actions.

BE IT STILL FURTHER RESOLVED that the annual appropriation in the sum of \$875,247 for fiscal year 2020 be, and is hereby, made in the Community Development Authority Revenue Fund.

BE IT STILL FURTHER RESOLVED that the annual appropriation of the Community Development Authority Revenue Fund be, and is hereby, adjusted if and when additional revenues from general property taxes, other local taxes, special assessments and interest income become available. The County Administrator shall advise the Board of Supervisors in writing of all such actions.

BE IT STILL FURTHER RESOLVED that the annual appropriation in the sum of \$3,540,080 for fiscal year 2020 be, and is hereby, made in the County Debt Service Fund.

BE IT STILL FURTHER RESOLVED that the annual appropriation in the sum of \$15,976,061 for fiscal year 2020 be, and is hereby, made in the School Debt Service Fund.

BE IT STILL FURTHER RESOLVED that the annual appropriation in the sum of \$2,361,264 for fiscal year 2020 be, and is hereby, made in the Stormwater Management Fund.

BE IT STILL FURTHER RESOLVED that the annual appropriation in the sum of \$15,185,644 for fiscal year 2020 be, and is hereby, made in the County Capital Fund.

BE IT STILL FURTHER RESOLVED that the annual appropriation in the sum of \$327,097 for fiscal year 2020 be, and is hereby, made in the Workers' Compensation Fund.

BE IT STILL FURTHER RESOLVED that the annual appropriation in the sum of \$5,160,875 for fiscal year 2020 be, and is hereby, made in the Vehicle Maintenance Fund.

BE IT STILL FURTHER RESOLVED that the annual appropriation in the sum of \$1,452,541 for fiscal year 2020 be, and is hereby, made in the Information Technology Fund.

BE IT STILL FURTHER RESOLVED that the annual appropriation in the sum of \$12,831,960 for fiscal year 2020 be, and is hereby, made in the Health & Dental Insurance Fund.

BE IT STILL FURTHER RESOLVED that the following appropriations for fiscal year 2020 be, and are hereby, made in the Enterprise Funds:

<u>Fund</u>	<u>Amount</u>
Solid Waste Management Fund	\$ 5,729,571
Water Utility Fund	\$ 544,257
Sewer Utility Fund	\$ 13,604,029
Yorktown Operations Fund	\$ 199,351
Regional Radio Project Fund	\$ 4,144,607

BE IT STILL FURTHER RESOLVED that the annual appropriation of the Yorktown Operations Fund be, and is hereby, adjusted if and when additional revenues from docking fees become available. The County Administrator shall advise the Board of Supervisors in writing of all such actions.

BE IT STILL FURTHER RESOLVED that the annual appropriation of the Regional Radio Project Fund be, and is hereby, adjusted if and when additional revenues from air time usage, reimbursements for maintenance and other sources become available. The County Administrator shall advise the Board of Supervisors in writing of all such actions.

BE IT STILL FURTHER RESOLVED that the County Treasurer, upon receipt of a written order from the County Administrator, is authorized to advance monies between the several County funds under her custody provided, however, that the total advanced to any particular fund, plus the amount of monies disbursed from that fund, does not exceed the annual appropriation of said fund.

BE IT STILL FURTHER RESOLVED that, the County Administrator shall be, and is hereby, authorized to do all things necessary to apply for federal and state library aid and in addition, the annual appropriation for library operations be, and is hereby, adjusted for all funds received under this program in accordance with the recommendations of the York County Library Board.

BE IT STILL FURTHER RESOLVED that, upon receiving notice of grant or program opportunities offered by various federal, state, local and other outside organizations, the County Administrator or his designee be, and is hereby designated as the agent to execute the necessary grant or program application and other documentation, unless the terms of the grant or program require specific actions by the Board, to give such assurances as may be required by the agreement subject to approval as to form by the County Attorney and to provide such additional information as may be required by the awarding organization. In addition, the funding awarded, not to exceed \$50,000, shall be, and is hereby, appropriated to the applicable functional area.

BE IT STILL FURTHER RESOLVED that interest earned on grant and program awards received from federal, state, local and other outside organizations be, and is hereby, appropriated to the appropriate functional area to be expended in accordance with guidelines as established by the organizations.

BE IT STILL FURTHER RESOLVED that additional funds received for various County programs, including sale of surplus books for library purposes, contributions, donations, cash proffers, grass cutting and demolition be, and are hereby, appropriated for the purposes established by each program.

BE IT STILL FURTHER RESOLVED that funds received for the off-duty employment by deputy sheriffs program be, and hereby are, appropriated in the General Fund to cover the costs of the program.

BE IT STILL FURTHER RESOLVED that additional funds received for the Medic Transport Fee Recovery be, and hereby are, appropriated in the General Fund to cover the costs of the program.

BE IT STILL FURTHER RESOLVED that funds received from the Federal Emergency Management Agency (FEMA) for reimbursements for expenses incurred as a result of unusual or infrequent events not to exceed \$50,000 per incident be, and are hereby, appropriated under this program to the appropriate functional area.

BE IT STILL FURTHER RESOLVED that funds received through insurance claims for damages incurred to County property as a result of unusual or infrequent events not to exceed \$50,000 per incident be, and are hereby, appropriated under this program to the appropriate functional area.

BE IT STILL FURTHER RESOLVED that upon receipt of written notification from the State Compensation Board of additional funds for the Constitutional Officers (Commonwealth's Attorney, Sheriff, Clerk of Court, Treasurer, and Commissioner of the Revenue) be, and are hereby, appropriated in the General Fund to be expended in accordance with guidelines as established by the state government.

BE IT STILL FURTHER RESOLVED that the annual contributions that are in excess of \$50,000, which are hereby appropriated, shall be disbursed on a semi-annual basis with the amount disbursed not to exceed one-half of the total appropriation, unless otherwise agreed upon. Contributions to the York County School Division and the York/Poquoson Department of Social Services are exempt from this limitation. In addition, the County Administrator may require written reports on how the previous allocation(s) was/were spent before any future disbursements are made.

BE IT STILL FURTHER RESOLVED that the monies be, and are hereby, appropriated for fiscal year 2020 in the various funds for the purpose of liquidating encumbered purchase transactions and for continuing capital and special projects as of June 30, 2019, not to exceed the applicable fund balance/net assets/net position as recorded in the County's audited accounting records. The County Administrator shall advise the Board of Supervisors in writing of all such actions.

BE IT STILL FURTHER RESOLVED that the annual appropriation of the General Fund be, and is hereby, adjusted when year-end carryovers become available. The County Administrator shall advise the Board of Supervisors in writing of all such actions.

BE IT STILL FURTHER RESOLVED that the Video Services Board be, and is hereby, now disbanded.

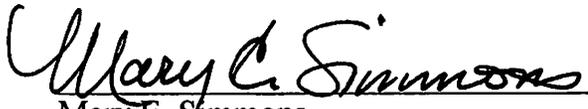
BE IT STILL FURTHER RESOLVED that the County Administrator be, and is hereby, authorized to do all things necessary to enter into an agreement with the School

Division for video services. The County Administrator shall advise the Board of Supervisors in writing of such action.

BE IT STILL FURTHER RESOLVED that the County Administrator be, and is hereby, authorized to transfer funds within appropriation functions. These transfers may be made to allow the disbursement of funds for unanticipated costs incurred in daily County operations.

BE IT STILL FURTHER RESOLVED that the County Administrator, Finance Director and Deputy Finance Director be, and are hereby, the authorized signers for the Finance Department petty cash account available to allow for emergency purchases necessary in daily County operations.

A Copy Teste:


Mary E. Simmons
Deputy Clerk

BOARD OF SUPERVISORS
 COUNTY OF YORK
 YORKTOWN, VIRGINIA

Resolution

At a regular meeting of the York County Board of Supervisors held in York Hall, Yorktown, Virginia, on the 7th day of May, 2019:

<u>Present</u>	<u>Vote</u>
Thomas G. Shepperd, Jr., Chairman	Yea
W. Chad Green, Vice Chairman	Yea
Walter C. Zaremba	Yea
Sheila S. Noll	Yea
Jeffrey D. Wassmer	Yea

On motion of Mrs. Noll, which carried 5:0, the following resolution was adopted:

A RESOLUTION TO ADOPT THE FISCAL YEAR 2020-2025 CAPITAL IMPROVEMENTS PROGRAM AS A LONG-RANGE PLANNING DOCUMENT

WHEREAS, in consideration of materials received from the departments and agencies of the County and direction from the Board of Supervisors, the County Administrator has developed a Proposed Fiscal Year 2020-2025 Capital Improvements Program; and

WHEREAS, the Capital Improvements Program serves as a long-range planning document subject each year to review and approval of funding by the Board of Supervisors; and

WHEREAS, such review has been completed for the fiscal year 2020-2025 Capital Improvements Program;

NOW, THEREFORE, BE IT RESOLVED by the York County Board of Supervisors this 7th day of May, 2019, that the County Administrator's proposed Fiscal Year 2020-2025 Capital Improvements Program be, and is hereby, adopted.

A Copy Teste:


 Mary E. Simmons
 Deputy Clerk

BOARD OF SUPERVISORS
COUNTY OF YORK
YORKTOWN, VIRGINIA

Resolution

At a regular meeting of the York County Board of Supervisors held in York Hall, Yorktown, Virginia, on the 7th day of May, 2019:

<u>Present</u>	<u>Vote</u>
Thomas G. Shepperd, Jr., Chairman	Yea
W. Chad Green, Vice Chairman	Yea
Walter C. Zaremba	Yea
Sheila S. Noll	Yea
Jeffrey D. Wassmer	Yea

On motion of Mr. Green, which carried 5:0, the following resolution was adopted:

A RESOLUTION TO DESIGNATE A PORTION OF THE REAL
PROPERTY TAX FOR SCHOOL PURPOSES

WHEREAS, Public Law 874 enacted by the 81st Congress, and codified in 20 U.S.C. Sections 7701 et seq. (hereinafter “the Act”), provides for federal financial assistance to local educational agencies in areas affected by federal activities; and

WHEREAS, approximately thirty-seven percent (37%) of the land area of York County is controlled by the federal government, which entitles the York County School Division to financial assistance under Section 3 of the Act, as administered pursuant to U. S. Department of Education regulations governing distribution of financial aid authorized by the Act, 34 CFR Part 222, Subpart E; and

WHEREAS, the York County School Division is a fiscally dependent local educational agency under these U. S. Department of Education regulations; and

WHEREAS, 34 CFR Section 222.2, Definitions, provides that for a fiscally dependent local educational agency, the local real property tax rate for school purposes can be defined as “that portion of a local real property tax rate designated by the general government for current expenditure purposes”; and

WHEREAS, the York County Board of Supervisors finds it to be in the best interest of the citizens of York County to designate a portion of the local real property tax rate for school purposes in conformance with 34 CFR Section 222.2;

NOW, THEREFORE, BE IT RESOLVED by the York County Board of Supervisors this 7th day of May, 2019, that, for Fiscal Year 2020, a portion of the York County, Virginia, local real property tax rate equal to sixty and five tenths cents (\$0.605) per \$100 of valuation be, and is hereby, designated for school purposes as provided in 34 CFR Section 222.2.

A Copy Teste:


Mary E. Simmons
Deputy Clerk

County Administrator
Neil A. Morgan



Deputy County Administrator
Mark L. Bellamy, Jr.

Deputy County Administrator
Vivian A. Calkins-McGettigan

May 28, 2019

The Honorable Chairman and Members
York County Board of Supervisors
224 Ballard Street
Yorktown, Virginia 23690-0532

Dear Members of the Board:

Subject: Adopted Budget Reflecting Adjustments from the Proposed Budget

I am pleased to present the Fiscal Year 2020 Board of Supervisors' Adopted Budget document which reflects the priorities and details embodied in the Budget adoption actions taken by the Board on May 7, 2019. For context, I have included the transmittal memo that introduced my proposed budget. The Board adopted the Fiscal Year 2020 budget on May 7, 2019. The net effect of the changes from the proposed budget is shown below.

Funds	Proposed	Adjustments	Adopted
General Fund Budget	\$146,515,192	(\$93,192)	\$146,422,000
Tourism Fund	3,593,320	-	3,593,320
Technology Fund	1,452,541	-	1,452,541
Vehicle Maintenance Fund	5,160,875	-	5,160,875
Enterprise Funds Expense Budgets	24,221,815	-	24,221,815
Other County Funds Expense Budgets	62,274,677	(1,200,000)	61,074,677
Interfund Transfers	(31,550,808)	43,000	(31,507,808)
Total County Budget, Net of Interfund Transfers	<u>\$211,667,612</u>	<u>(\$1,250,192)</u>	<u>\$210,417,420</u>

The FY2020 Adopted Budget represents a carefully considered fiscal plan. It reflects a plan that invests in all of the Board's strategic priorities without a tax rate increase. There was however, an increase in the Solid Waste fee because of the change in the recycling market. All other fees remained the same. In addition it fully funds the School Division's request and provides a favorable compensation package for County staff.

Since the presentation of the original FY2020 Proposed Budget, the following General Fund adjustments have been adopted:

Description	Amount
Revenues:	
• Decrease Real Estate Tax	\$ (193,192)
• Increase Personal Property	100,000
Total General Fund Revenue Reduction	<u>\$ (93,192)</u>
Expenditures:	
• Direction from Board of Supervisors:	
o Increase York County Chamber of Commerce	\$10,000
o Increase York County Meals on Wheels	1,360
• Technical Expenditure Corrections:	
o Increase York County Arts Commission	10,000
o Decrease Greater Williamsburg Partnership	(9,948)
• Decrease Regional Jail	(104,604)
Total General Fund Expenditure Reduction	<u>\$ (93,192)</u>

As a result of these adjustments, the adopted General Fund Budget has been reduced to \$146,422,000.

In addition to the General Fund, there have been two changes to the Stormwater Capital Fund based on critical path and cash flow analysis. We have moved the Waterworks "Best Pond" Project to FY2022 and spread out the planned funding for the Poquoson River Headwaters project to FY2021 and FY2022. These actions decreased the FY2020 appropriation for the Stormwater Capital Fund to \$2,320,000.

As a result of the change in the Stormwater Fund, Meals Tax of \$200,000 is now being allocated to the Sewer Fund. Due to this change in allocation, the use of the fund balance reserve is decreased in the Sewer Fund. The overall appropriation remains the same. There were no additional changes to the other funds from the proposed.

I want to thank the public who came to the Board meetings to speak or who otherwise offered their comments on the budget or the process, as well as County staff for their efforts in providing data and information, presenting at work sessions, and answering our various questions. In addition, I want to thank the Board for your work and diligent review during the budget process.

Last but not least, I also wish to thank the Budget Division for their hard work and dedication throughout the budget cycle.

Respectfully,



Neil A. Morgan
County Administrator

County Administrator
Neil A. Morgan



Deputy County Administrator
Mark L. Bellamy, Jr.

Deputy County Administrator
Vivian A. Calkins-McGettigan

March 19, 2019

The Honorable Chairman and Members
York County Board of Supervisors
224 Ballard Street
Yorktown, Virginia 23690-0532

Dear Members of the Board:

Subject: County Administrator's Budget Message – Fiscal Year 2020

After conducting budget reviews throughout the organization, and in compliance with County ordinances and state law, I am submitting my proposed budget for Fiscal Year 2020.

This budget was prepared with an emphasis on long-term financial planning and meeting financial management policies while continuing to provide residents with high quality public services that are aligned with, and supportive of, the Board of Supervisors' Strategic Priorities most especially public education, public safety and customer service.

With this in mind, this proposed budget places a priority on providing additional funding for the School Division, employee compensation and benefits and sufficient funding to implement a Capital Improvement Plan needed to reinvest in school and county facilities.

There are no proposed tax rate changes. The solid waste fee is proposed to increase most commonly in the amount of \$7 per month so that the County's recycling program can be sustained in a changing market.

A stronger economy results in projected "natural" revenue growth primarily in the categories of sales taxes, personal property taxes, and real estate taxes. These forecast revenue increases will allow the County to pay for its highest spending priorities, despite the closure of the Dominion Energy power station coal turbines with a revenue loss of approximately \$800,000.

The Budget Process in York County

In York County the budget serves three purposes. First, as a policy document, the budget represents the implementation of the Board's priorities in the form of specific funding decisions. Second, it sets the tax rates and authorizes spending. Finally, the budget is a financial planning tool through which the County ensures that the available sources of funds will be sufficient to meet the anticipated and unanticipated costs of providing services to County citizens over the coming year.

Consistent with Virginia laws, York County adopts an annual operating budget for the fiscal period beginning July 1 and ending June 30. Fixed budgets are presented for the General Fund, Special Revenue Funds, Debt Service Funds, Capital Projects Funds, Internal Service Funds, and Enterprise Funds.

224 Ballard Street • P.O. Box 532 • Yorktown, Virginia 23690-0532 • (757) 890-3320
Fax: (757) 890-4000 • TDD (757) 890-3621 • Email: ctyadm@yorkcounty.gov
A Hampton Roads Community

The CIP is an ongoing six-year plan, of which the first year represents the Capital Improvements Budget – a tangible appropriation of funds. Each year the Board of Supervisors has an opportunity to adjust the long-term plan based on changing needs and the state of the economy. The well-documented long-term needs of the County and the School Division will require more investments in future budget years.

In compliance with the Code of Virginia, the proposed General Fund budget is balanced, whereby expenditures do not exceed available revenues. The County's revenue stream consists of local, state, federal, and other financing sources. The largest source of County revenue is derived from general property taxes. The County's expenditure budget is divided into various functional areas.

TOTAL COUNTY BUDGET - \$211,667,612

The Proposed Budget for all funds, net of transfers to other funds, for fiscal year 2020 is \$211.6 million. It consists of the General Fund budget of \$146.5, the Enterprise Funds Expense Budget of \$24.2 million and smaller funds that amount to \$72.5 million, less \$31.6 million of transfers between funds.

Consistent with past budgets and County spending priorities, the largest single component of the total County budget is funding for Education and Educational Services. Funds for this purpose equal \$66 million or 31.2% of the total budget, not including the County's support for the School Division's CIP. The total budget, exclusive of the support for Education and Educational Services, amounts to \$145.6 million. After Education and Educational Services, the second highest expenditure category for the County is Public Safety. This function comprises \$36.9 million or 17.4% of the total budget.

A brief description of each fund type follows.

GENERAL FUND BUDGET - \$146,515,192

General Fund Revenues

General Fund revenues are derived from a variety of sources. Of the \$146.5 million in revenue estimated for fiscal year 2020, \$130.4 million, or 89.0%, is from local and other sources. The primary sources of local revenue are General Property Taxes (63.1%) and Other Local Taxes (21.7%), which combined are \$124.3 million, or 84.9% of total revenue. General Property Taxes reflect a \$3.2 million increase, the result of continued new construction growth, and an estimated 2% increase in values of real property as a result of the bi-annual reassessment. With new construction growth, personal property taxes are also expected to increase. Additional local revenue categories include Permits, Fees, and Regulatory Licenses; Fines and Forfeitures; Use of Money and Property; Charges for Services; Fiscal Agent Fees and Administration; Miscellaneous; and Recovered Costs. Collectively these sources account for 4.1% of General Fund revenues, or \$6.1 million.

Other sources total \$2.1 million, or 1.4%, and include payments from the School Division for grounds maintenance, video services, radio maintenance, and law enforcement. In addition to these sources, there is also a transfer from the Marquis Community Development Authority Special Revenue Account to compensate for the public services (e.g., law enforcement, emergency responses) provided within the project area.

The remaining \$14.0 million, or 9.6%, is from various state and federal government supported programs.

The General Fund revenues are summarized below:

Local Taxes	\$124.3	million
Additional Local Revenue	6.1	million
Other Sources	2.1	million
State & Federal	14.0	million
Total	\$146.5	million

General Fund Expenditures

The total Proposed General Fund expenditure budget is \$146.5 million, which is \$4.5 million, or 3.2%, higher than the current year budget. In order to continue to make progress on the Board of Supervisors’ Strategic Priorities, most especially public education, public safety, and customer service, the General Fund expenditures include:

- Additional funding for the York County School Division to supplement the improved funding picture from the Commonwealth of Virginia
- Funding for total employee compensation. The County finds itself in a very competitive labor market and must retain and recruit high quality personnel
- Sufficient funds to implement a Capital Improvement Plan needed to reinvest in aging school and County facilities

The net changes in County functions are as follows:

Administrative Services & Judicial Services	\$	0.4	million
Public Safety		2.3	million
Planning & Development Services		.1	million
Management Services		0.7	million
Education & Educational Services		1.9	million
Human Services		-	million
Public Works		.3	million
Community Services		-	million
Capital Outlay, Fund Transfers & Non-Departmental		(1.2)	million
Total	\$	4.5	million

Areas of special interest are:

Education and Educational Services

The budget proposes that the amount of County funding provided to support the Schools’ Operating Budget be \$1.25 million greater than the amount provided in FY2019. While this represents a significant proportion of projected new local revenue in FY2020, it is a proportionately smaller increase than the last two fiscal years relative to the increase coming to the schools from the Commonwealth of Virginia. The Superintendent and I are pleased that, at least for next year, Virginia is providing more robust funding.

The proposed budget also includes sufficient funding in the School Debt Service Fund to fully cover the cost of debt obligations for school renovation and construction projects. Additionally, I am supporting the Superintendent’s request to appropriate \$200,000 from the Impact Aid Stabilization Reserve to supplement the School Division’s operating budget, which represents an incremental decrease of \$100,000 from the current year as well as \$560,000 as a transfer to the School’s Capital Improvements Fund for the architecture and engineering work for a new elementary school.

Adding the increases provided for the School Division's operating budget and transfer to the School's Capital Improvements Fund to the debt service change and deducting the reduced Impact Aid funding results in new County support for the School Division totaling \$2.2 million. In addition, state revenue for the School Division is tentatively estimated to increase by \$3.6 million.

I recommend continuing the practice of making supplemental appropriations for technology improvements, instructional materials, and new school buses with funds remaining at the end of fiscal year 2019 in the School Operating Fund. I also recommend that the Board be receptive to the use of year-end unexpended school funds for other minor cash capital projects identified by the School Division, since I believe such a practice represents a proactive incentive for prudent management of operating budget funds. Furthermore, this budget assumes that the School Division and County will work together to allocate portions of the Impact Aid Stabilization Reserve and other cash reserves through the year-end reconciliation process to support the recommended level of spending in the Capital Improvements Fund, consistent with our objective of limiting debt.

The budgets for other Educational Services, including Library Services and Cooperative Extension, represent 2.3% of the General Fund Budget.

Personnel

The other large, discretionary operating budget increase, as is almost always the case, is for increased compensation for the County's excellent work force. Specifically, the budget includes a 2.5% salary increase for all County employees in good standing and an additional \$500 on an annualized basis. Taken together, this increase represents slightly over 4% for those in our lower paid positions, decreasing to 2.8% for our most highly compensated staff. In addition, in order to retain and recruit qualified personnel, a \$1,750 increase in supplemental pay for firefighters who have attained intermediate or paramedic levels to be in line with surrounding localities pay is included in the budget. I am also pleased to recommend a budget in which employee health care costs will not increase and will be slightly reduced in some cases.

In addition, to continue to identify and resolve salary compression issues, the budget recommends allocation of \$100,000 to be available to address specifically identified cases.

In summary, I believe that this compensation package is both favorable to the employees and affordable and sustainable from a budgeting standpoint.

Capital Improvements Fund Transfer

Our six year Capital Improvements Plan covers many important County and School investments. In my view, its projects are urgently needed. The major projects include the renovation and addition of the Yorktown Library, the engineering costs of a new public safety building, renovation of the Finance and Administration buildings, fire apparatus and equipment replacements and emergency communications lifecycle costs. Because this operating budget infuses the CIP with a \$3 million cash investment, the plan becomes realistically affordable with manageable debt levels.

ENTERPRISE FUNDS EXPENSE BUDGETS - \$24,221,815

The various funds included in this total are the Solid Waste Management Fund (\$5.7 million), the Water Utility Fund (\$0.5 million), the Sewer Utility Fund (\$13.6 million), the Yorktown Operations Fund (\$0.2 million), and the Regional Radio Project Fund (\$4.2 million). Revenue in these funds is primarily generated through user fees and connection charges.

Water and Sewer Utility Funds account for the water and sewer operations and capital projects. Significant Sewer Utility Fund projects for fiscal year 2020 include replacement of various large pieces of equipment, replacement of the Wormley Creek force main, Bypass Road sewer line rehabilitation and stream restoration, and other sewer line and pump station rehabilitation projects included in the six-year CIP.

In keeping within the Board’s Strategic Priorities, the proposed budget continues the recycling program. As previously discussed, it includes an increase in the solid waste fee. A fee structure was designed in order to maintain the current solid waste programs and encourage recycling while not over complicating program administration. In addition, two new options are included in the recommendation. The first being a trash only option and the other a trash and recycling senior citizen option. The following table illustrates the options and the proposed rates and would be included in the bill that will be sent out in July 2019:

Program	Current Monthly Rates	Proposed Monthly Rates	Monthly increase
Trash & Recycling	\$17.50	\$24.50	\$7.00
Trash only	New option	\$21.50	N/A
Recycling Only	\$ 2.00	\$ 7.50	\$5.50
Trash & Recycling – Low Income	\$15.00	\$15.00	N/A
Trash & Recycling - Senior Citizen*	New option	\$20.00	N/A
Extra Toter - recycling or trash	\$ 8.00	\$10.00	\$2.00
Private/Long Lane - trash & recycling	\$16.00	\$16.00	N/A
Back Yard Service	\$12.25	\$12.25	N/A

* Must be a qualified resident age 70 or older for this program

There are no other fee changes proposed in this budget.

OTHER COUNTY FUNDS EXPENSE BUDGETS - \$72,481,413

Other fund types maintained by the County include Special Revenue Funds (\$13.7 million), Debt Service Funds (\$19.5 million), Capital Projects Funds (\$18.7 million), and Internal Service Funds (\$20.6 million). These are special-purpose fund types that account for various activities throughout the County.

The expenditure budgets for these combined funds reflect an increase of \$7.9 million. The Capital Projects Funds make up the majority of the increase due to construction of the Yorktown Library expansion, renovation of the Administration and Finance buildings and the architecture and engineering of a new public safety building.

The County Debt Service Fund reflects the payments required on outstanding debt. New borrowings are planned for the replacement of public safety equipment and the Yorktown Library expansion. Additionally, a borrowing is planned for the spring of fiscal 2020 for fiscal year 2019 school CIP projects currently in process.

The Health & Dental Insurance Internal Service Fund accounts for the County’s self-insured health and dental program, which includes both employee and employer revenues, claims, and management of appropriate reserves.

INTERFUND TRANSFERS – (\$31,550,808)

As a part of doing business, funds are transferred from one County fund to another. These transfers include transfers from the General Fund for debt service payments or the Capital Projects Funds for capital projects. They also include payments collected in one fund for services provided in either Special Revenue Funds or Internal Service Funds.

Interfund transfers have been netted from the total budget to eliminate duplication of transactions. The impact of interfund transfers is as follows:

FUND	Transfers Out Fund	Transfers In Fund
General	\$27,874,787	\$166,192
Special Revenue	1,714,533	2,731,876
County Capital Projects Fund	400,268	4,029,767
Debt Services Funds	-	10,514,854
Enterprise Funds	1,391,010	1,187,260
Internal Service Funds	170,210	12,920,859
Total	\$31,550,808	\$31,550,808

COMMENTS

It is my strong belief that this budget proposal continues York County's long tradition of prudent financial management. In summary, I believe the Proposed Budget outlined above represents a fiscal plan that is necessary to allow the County to provide programs and services beneficial to County citizens and businesses, to implement an achievable and sustainable Capital Improvement plan and to attract and retain qualified County staff.

The requirements of the Code of Virginia regarding the development, preparation, and presentation of the budget to the Board of Supervisors by the County Administrator have been met. One or more work sessions are planned between now and final budget adoption, which is scheduled for May 7, 2019. Staff has worked diligently to keep costs to a minimum while still meeting the expectations of the Board and our citizens for high quality services and programs.

I especially want to acknowledge the excellent work of our Budget staff including Division Chief Deborah Goodwin and staff members Kim Sherman and Elizabeth Cook-Miller. Further, I wish to thank all of the County Departments and Constitutional Officers for their assistance in preparing this recommended County budget. Finally, I greatly appreciate the hard work of our senior staff Budget Review Team comprised of Deputy County Administrators Vivian McGettigan and Mark Bellamy, Director of Finance Theresa Owens, Director of Human Resources David Gorwitz, and Director of Public Works Brian Woodward.

Respectfully,

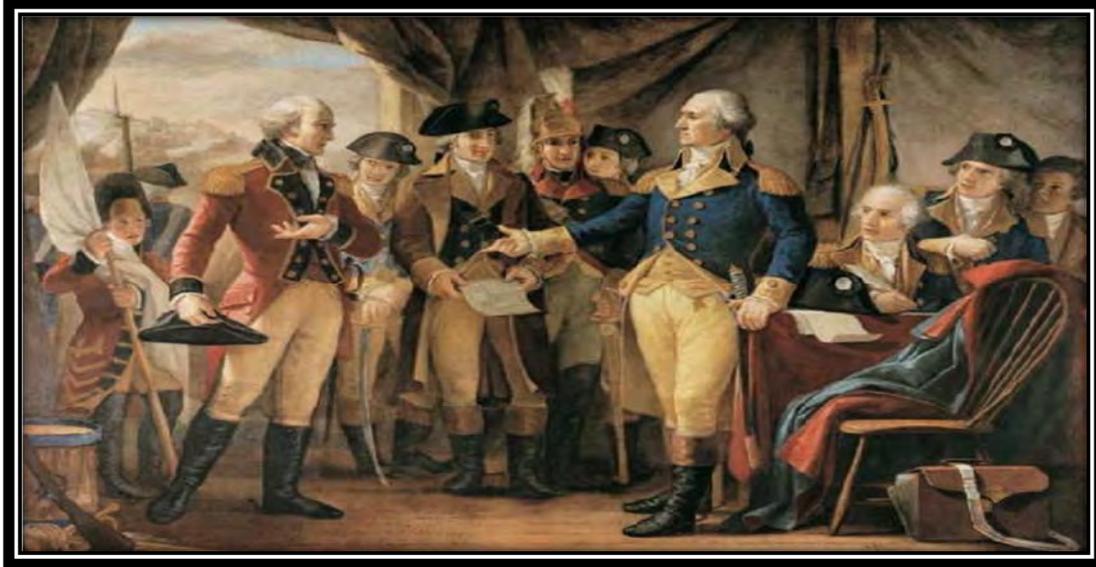
Neil A. Morgan
County Administrator

Cc:
Deputy County Administrators
Department Directors
Constitutional Officers
Superintendent of Schools

Budget Overview

History

York County, Virginia, which was originally named Charles River County, was one of Virginia's eight original "shires" formed in 1634. It was renamed nine years later in 1643 when the river that determines the County's character was also given the name of the then Duke of York. York County has played a major role in the development of this nation. Most importantly, it was the location of the culminating battle of the Revolutionary War and the subsequent surrender of Lord Cornwallis and his British army on October 19, 1781.



In 1781, British General Lord Cornwallis surrenders at Yorktown bringing an end to the American Revolution.

Form of Government



The County of York, Virginia (the County) is organized under the traditional form of government (as defined under Virginia Law). The governing body of the County is the Board of Supervisors that establishes policies for the administration of the County. The Board of Supervisors comprises five members: one member from each of five districts, elected for a four-year term by the voters of the district in which the member resides. The Board of Supervisors appoints a County Administrator to act as the administrative head of the County.

Significant Impacts for FISCAL YEAR 2020

As discussed in the FY2020 Budget Message, this budget continues to align with the Board of Supervisors six strategic priorities focusing on three of those priorities, public education, public safety and customer service. It also continues the progress made in the FY2019 budget.

Funding for public education continues to be a priority for the Board. The State funding for public education is more than the County has seen in most recent past years. As a demonstration of the County's commitment to continued quality education, this budget includes an amount of county funding to support the School's operating budget be \$1.25 million greater than the amount provided in FY2019.

Recruitment and retention of staff continues to be an ongoing issue for local governments as benefits erode, baby boomers retire, and the economy improves for the private sector, thus increasing the challenge the County faces in competing for qualified staff. In order to retain the highest quality employees, a compensation package must be competitive in the market and attractive for employees. This year the budget looks to provide a compensation package for employees which include both a salary adjustment and health plan rates that are favorable.

The compensation recommendations include a fiscal year market adjustment to County employees pay of 2.5% effective July 1, 2018, plus a flat rate increase of \$500 for all employees. This translates into pay increases ranging from 2.8% to 4.0%. In addition, the budget recommends allocation of \$100,000 to be available to address specifically identified cases of salary compression that continue to exist due to the freeze in compensation and pay scales between fiscal years 2010 and 2013.

The County's health and dental plans' claims have been favorable. This experience along with the joint health insurance program with the School Division give the County the opportunity to offer a modest reduction in premiums for most employees.

Great strides were made in funding for capital projects in FY2019. Sufficient funding continues to be needed to implement a Capital Improvement Plan (CIP) to reinvest in school and County facilities. The operating budget includes a transfer of \$3 million to the Capital Improvements Fund for the CIP making the plan realistically affordable with manageable debt levels.

The international recycling market has shifted and ability to sell recyclables has declined dramatically. The curbside recycling program will see a significant increase in the fees the County will have to pay for this service. The budget includes an increase in solid waste fees and also includes several new options for York County residents.

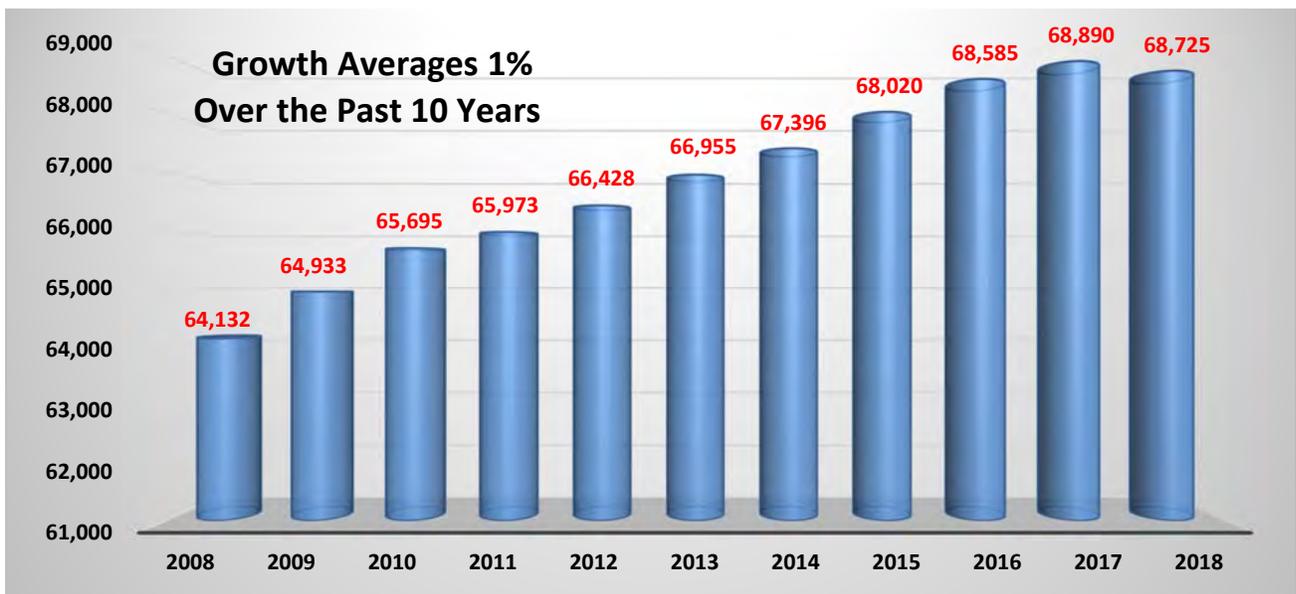
Location



York County consists of approximately 108 square miles, with federal landholdings constituting nearly 40% of the land. The County is located in the Virginia Coastal Plain on a peninsula formed by the James and York Rivers and the Chesapeake Bay. The Peninsula includes James City County and the cities of Hampton, Newport News, Poquoson and Williamsburg, all of which adjoin York County. The County and the Peninsula are part of the greater Hampton Roads region. The boundaries of Hampton Roads correspond fairly closely with the boundaries of the Virginia Beach – Norfolk – Newport News VA NC Metropolitan Statistical Area (MSA), as defined by the U.S. Census Bureau.

Population

York County is home to approximately 68,725 people and ranks 19th in population among the state's 95 counties and 30th among the 133 cities and counties. In land area, however, the County is the 3rd smallest county in Virginia, making it the 7th most densely populated county. The County's population has grown steadily for decades, and the average annual growth rate for the last 10 years is .7%.



Source: Weldon Cooper Center for Public Service-Updated January 28, 2019

Much of the growth, approximately 43% between 2010 and 2017, is attributable to net migration, which is the difference between the number of people moving into a community and the number of people moving out.

Age

The 2017 median age in the County was 39.6 years. After decades of steady growth, the County's median age appears to be changing more slowly. Despite continued growth in the 55 and older population, Census Bureau estimates suggest that the median age has remained relatively unchanged since the 2010 Census. The County's median age is higher than in the Virginia Beach-Norfolk-Newport News metro area (35.6) and Virginia as a whole (38.0), and the general trend toward an older population is expected to resume in coming years.

Race and Hispanic Origin

The racial composition of the County's population has been fairly stable, with the Caucasian race representing 75% of the population in 2017. The African-American race represents 13% of the population in 2017 while the Asian and Hispanic populations represent 5.3% and 6.5% respectively.

Households

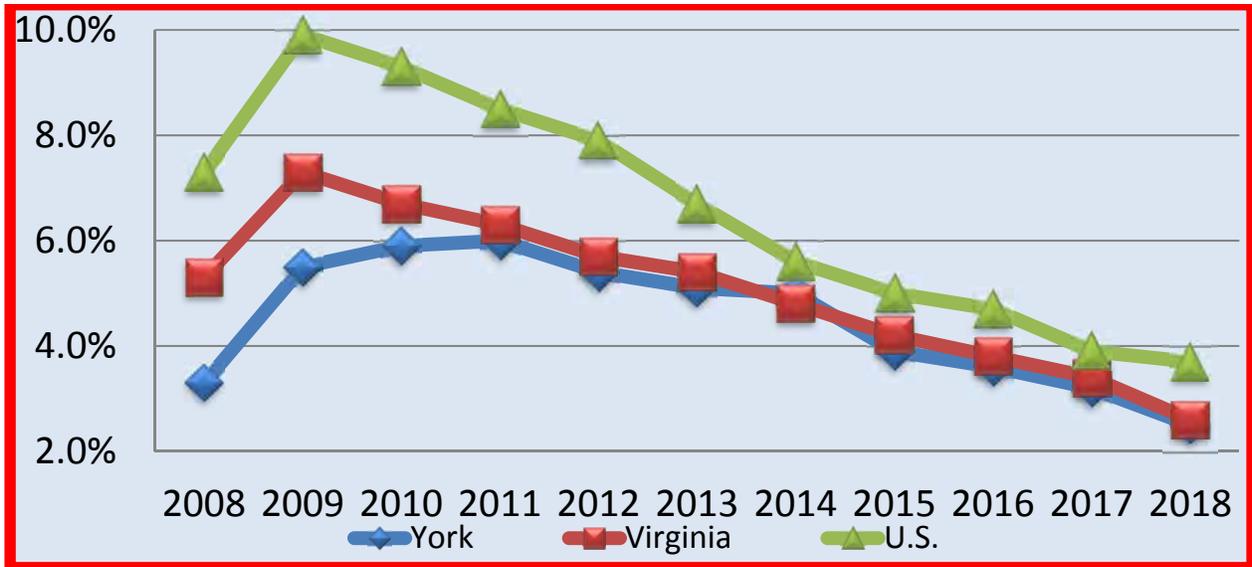
Almost two-thirds of the County's approximately 26,000 households are married-couple families, despite an increase in other types of living arrangements such as single-parent families, unrelated people living together, and people living alone.

This prevalence of married-couple families in York County is reflected in its relatively large average household size, which, at 2.6 persons per household, is the highest on the Peninsula and higher than averages for both the state (2.61) and the Virginia Beach-Norfolk-Newport News metropolitan area (2.59).

Labor Force and Unemployment

The civilian labor force is well educated, with 94% of its population 25 and older holding at least a high school diploma. Of those high school graduates, 46% hold at least a bachelor's degree. York County has one of the lowest unemployment rates in the metropolitan area at 3.6%, and it has consistently trailed the regional, statewide, and national rates. However, the economic recovery in the Hampton Roads region since the recession has lagged behind other regions in Virginia and York's number is now tracking closer to the state's 3.8% unemployment rate.

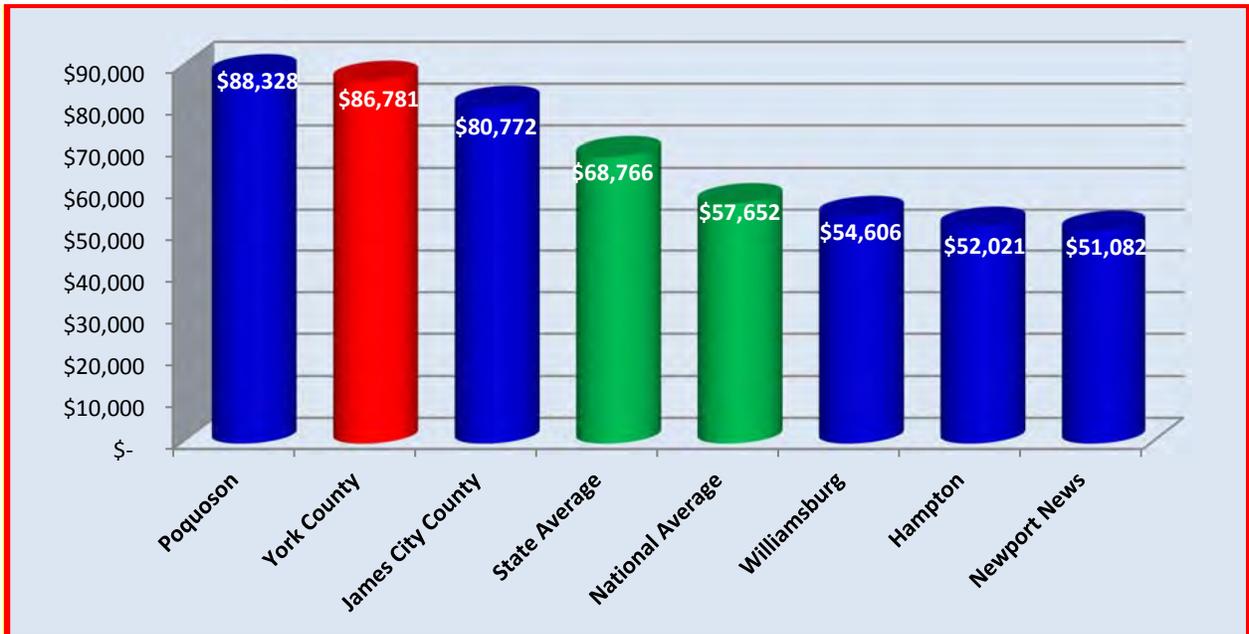
Unemployment Rates



Source: Virginia Employment Commission-November 2018

Income

York County is one of the most affluent localities in Hampton Roads, with a median household income of \$86,781 according to the U.S. Census Bureau. York County has one of the lowest poverty rates on the Peninsula with an estimated 5.2% of the population living below the poverty line in 2017, according to the Census Bureau.



Source: U.S. Census Bureau, American Community Survey, Median Household Income – 5 Year Estimate (2013-2017)

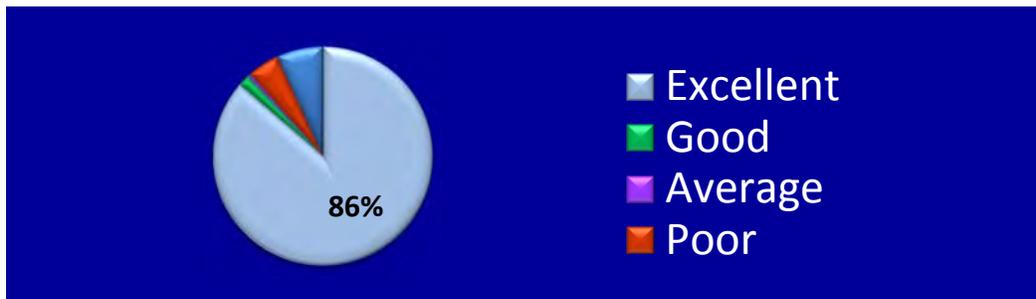
Quality of Life

York County is best defined by its quality of life. Mild temperatures, a low crime rate, hundreds of miles of coastline, and abundant flora and fauna contribute to the County's reputation as a desirable place to live.

Statistically valid citizen satisfaction surveys are conducted every five years by an outside agency specializing in such work. The results of the last four citizen satisfaction surveys are shown in the table below. They indicate that York County Citizens rate their quality of life very highly.

% Positive	2000	2005	2010	2015
Overall quality of life in York County	96%	98%	99%	98%
Overall value received for tax dollars	85	90	93	92
Quality of Fire and Rescue services	99	99	100	100
Quality of Law Enforcement services	96	96	99	99
Quality of School instructional programs	90	94	98	98
Quality of School buildings & facilities	91	94	99	98
Quality of recreational opportunities, parks, athletic fields	90	90	96	98
Appearance of County government properties and buildings	96	99	99	94
Quality of Library facilities	96	98	99	99
Quality of services available for disadvantaged persons	86	93	90	83

Source: York County Citizen Surveys conducted by Responsive Management



The County also collects non-statistically valid customer service surveys and shares the results quarterly with management and departments. There were 234 customer service surveys returned during calendar year 2018, and 86% of respondents rated their experience in dealing with County staff as “excellent”. Samplings of the comments provided include:

"Patiently took the time to properly install car seat for infant and educate us on installation."

"I have used the York County yard debris collection service several times and found this to be an excellent service provided at a very reasonable price. I want to specifically acknowledge Mr. Willie Banks who always does an outstanding job; he is friendly, courteous, and professional and always leaves the collection area completely free of any debris or debris fragments."

"Stormwater Red Team was very professional and went above and beyond to do a sensational job."

“Our family enjoyed the Riverwalk and trolley ride. James gives a great tour! My 8-year-old son was interested and had fun!”

"Every staff member I dealt with was very helpful and friendly. The Freight Shed was a wonderful space for our event."

(Freight Shed) “Very professional and flexible. They went out of their way to be helpful and accommodating.”

Economic Development

Development activity, which had slowed substantially in the post-recession years, rebounded strongly in FY2018 and has continued at a fast pace in FY2019. Investment in new residential projects like Whitaker’s Mill and Arbordale, led to an increase in residential building permit values, from \$38.5M in FY2017 to \$88.7M in FY2018. A total of 213 single-family detached homes and townhouses were permitted. This is reflective of the continued pent-up demand for new housing in York County.

Commercial building permit values also more than doubled in FY2018; totaling \$63.3M compared to \$26.3M million in FY2017. New commercial construction totaled \$21.5M, significantly contributing to the growth of the county’s tax base. A great deal of this investment was related to healthcare, as Virginia Health Systems continued work on their new three-story assisted living addition to the York Convalescent Center complex, and Riverside Hospital broke ground on a new Rehabilitation and Convalescent Hospital off Rt. 17 in lower York County. The Snow Companies’ major renovation of their 38,000 square foot Waller Mill Office Building also buoyed commercial building permit values.



In April 2018, the Peninsula and Gloucester economic development offices were awarded a GO Virginia grant of \$150,000. The project working group, named the Peninsula Economic Resource Team (PERT), won the grant to fund the formation of a Regional Industrial Facility Authority (RIFA), and develop plans for an unmanned systems testing/demonstration facility, with an adjacent light industrial park, on the former Cheatham Annex Fuel Depot site in York County. The RIFA is a milestone achievement, as it provides the legal structure for the participating localities to share investment costs, and the resulting tax revenue from their joint economic development

efforts. The RIFA is a key first step in promulgating meaningful, regional economic development.

The Greater Williamsburg Partnership (GWP), the regional economic development marketing organization for York, James City County and Williamsburg, responded to 18 prospect opportunities during FY18, and at the end of the fiscal year were still pursuing 11 of these leads. In November the GWP participated in the Electronica Trade Fair and SEMICON show in Germany. The marketing calendar for 2019 includes a national site consultant event, cyber security expo, and a plastics executive forum. The GWP

exceeded its private sector funding goal of \$50,000 and added three private sector representatives to the Board of Directors.

In 2017 the Economic Development Authority (EDA) initiated a Route 17 Revitalization Program, featuring a property acquisition element aimed at stimulating private investment in unique restaurant or retail offerings in the corridor. Targeted properties, once acquired, will be utilized to leverage parcel assemblage and development. The EDA acquired its first parcel in April 2017 located at 7120-7124 George Washington Memorial Highway. The EDA demolished several dilapidated structures on the property and later extended sewer service to the parcel. In November 2018 the EDA executed a purchase and sale agreement with an entrepreneur who intends to construct and operate a unique restaurant on the property.



The EDA closed on a 3.1 acre parcel off Old York Hampton Highway in the York River Commerce Park South in December 2018 with Big Top Entertainment. Owned by York County residents David and Julianne Kiedinger, Big Top is a full service rental and special event company. They will be constructing a 20,000 sq. ft. facility on the site for all of their operations. The EDA has two more parcels in the York River Commerce Park, off Cox Drive, under contract for small light industrial facilities. At the end of 2018 the EDA sold 6.4 acres in Bush Industrial Park to Leebcor Services LLC for the construction of a 20,000 sq. ft. office building. Leebcor is an emerging leader in the federal design-build construction marketplace and the new building will be their headquarters. The EDA also issued grants for two new businesses in the “eatertainment” category. Mobjack Bay Coffee opened up a roastery and café in Historic Yorktown and Casa Pearl transformed a former vacant gas station on Merrimac Trail into a stylish new dining venue.

The 7th annual START Peninsula pitch competition was held in November 2018. The three-day event, sponsored by all six Peninsula localities, featured 30 pitches and a keynote by serial entrepreneur and author Jason Calacanis. Ten early-stage businesses were selected to move on to the final round, and the event culminated in three winners being selected to receive \$5,000 to fuel their business growth and free access to local resources. START Peninsula was hosted by the City of Newport News at the Applied Research Center in Newport News.



The Office of Economic Development (OED) is preparing for the fourth annual Home-Based Business Conference, coming up on April 12, 2019 at the Peninsula Workforce Development Center in Hampton. In a dramatic expansion, the event is now sponsored by all six Peninsula localities, as well as Gloucester, and the four area Chambers of Commerce. With the increased support and capacity, the conference is expected to sell out with 200+ attendees. In addition to resources offered by the participating localities, 20 exhibitors will have tables with information about the business services they offer. This conference is a prime example of how York County is leading the region in fostering a thriving home-based business sector.



The 2018 Home-Based Business (HBB) Lunch and Learn Series included 9 educational events, each drawing over 20 attendees. The OED partnered with the Victory Family YMCA to hold the HBB Holiday Wrap Up event, which drew approximately 50 people.

The Lunch and Learn series has also gained regional support, and the 2019 season will launch in May.

Statistical Information

Top Employers

<u>Employer</u>	<u>Industry</u>	<u>No. of Employees</u>
Naval Weapons Station/Cheatham Annex	Government	2,424
York County School Division	Government	1,786
U.S Coast Guard Station	Government	1,807
Sentara Williamsburg Regional Medical Center	Hospital	906
Water Country	Water Park	655
Walmart	Retail	766
York County Government	Government	750
Great Wolf Lodge of Williamsburg, LLC	Hotel & Water Park	534
YMCA	Recreation	384
Wyndham Vacation Ownership/Kings Creek Plantation	Timeshare condominiums	335

Includes full-time and part-time positions

Source: York County, Comprehensive Annual Financial Report - June 30, 2018

Taxpayers

<u>Taxpayer</u>	<u>2017 Assessed Valuation</u>	<u>% of Total Assessment</u>
Virginia Power Company	\$ 365,801,458	3.59%
BP/Western Refining/Plains Marketing	235,927,645	2.31%
Lawyers Title/Fairfield Resorts	170,938,605	1.68%
City of Newport News	135,741,600	1.33%
Great Wolf Lodge of Wmbg, LLC	81,684,290	0.80%
Kings Creek Plantation	80,408,480	0.79%
Wal-Mart	38,029,655	0.37%
1991 Ashe Partnership	37,819,790	0.37%
Busch Entertainment/Water Country USA	37,324,670	0.37%
Moyork LLC	44,000,700	0.43%
	<u>\$ 1,227,676,893</u>	<u>12.03%</u>

Source: York County, Comprehensive Annual Financial Report - June 30, 2018

Educational Attainment

	<u>York</u>	<u>Virginia</u>	<u>U.S.</u>
Grad./Prof.	20%	16%	11%
Bachelor's	43%	37%	30%
Some College	20%	19%	20%
High School	27%	30%	30%
< 12th Grade	3%	6%	7%

*Source: U.S. Census Bureau American Survey, Educational Attainment
- 5 Year Estimate (2013-2017)*

School Division

The mission of the York County School Division is to engage all students in learning the skills and knowledge needed to make productive contributions in the world.



The York County School Board is responsible for elementary and secondary education within the County. There are five school board members, one from each electoral district. The School Division's instruction program encompasses kindergarten through 12th grade. There are nineteen schools in the Division: 4 high schools, 4 middle schools, 10 elementary schools and 1 charter school.

Student performance and meeting the state's Standards of Learning (SOLs) remain the pinnacle of achievement for the York County School Division. Based on 2017 SOL test results, the school division continues to be a leader in student performance across the state with all 19 YCSD schools being Fully Accredited. Students consistently exceed the state and national average on the SOL test and the Scholastic Achievement Tests (SAT).

Education Statistical Data

<u>School Year</u>	<u>Enrollment</u>	<u>Operating Expenditures</u>	<u>Cost per Student</u>
2018	12,610	\$134,443,718	\$10,662
2017	12,584	128,406,319	10,204
2016	12,522	126,231,339	10,081
2015	12,519	127,406,029	10,177
2014	12,333	118,198,725	9,584

*Source: York County School Division, Comprehensive Annual Financial Report -
June 30, 2018
Per Pupil Expenditures FY2018*

Due to State law, the York County School Division is fiscally dependent upon the County. State law prohibits the School Division from entering into debt that extends beyond the current fiscal year without the approval of the Board of Supervisors. The Board of Supervisors approves the

annual school budget, levies taxes to finance a substantial portion of the School Division's operations and approves the borrowing of funds and the issuance of debt used for school capital projects.

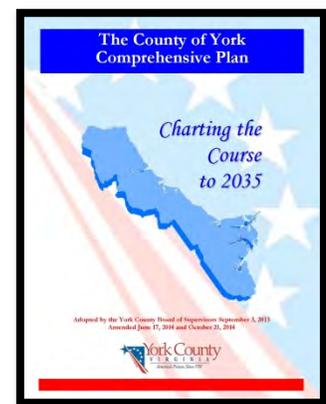
State revenue is based on the General Assembly's budget and includes basic aid, state sales tax, lottery funds, gifted education, remedial programs, special education, vocational education and employer share benefits. Basic aid is calculated by the state according to the locality's Composite Index, projected adjusted average daily membership and an established per pupil cost. The sales tax is imposed on retailers, collected on a statewide basis and distributed to local education agencies monthly based on school age population.

Federal revenue includes Title I-A, Title II-A, Title III-A, Title VI-B, Department of Defense Education Activity and Impact Aid. Local support reflects the County's contribution for the operation of the school system. Other revenues include interest, rental and lease income, use of vehicles and buses, sale of buses, debt service reimbursement, pupil fees, tuition for students residing outside the district and summer school, athletic user fees and insurance recoveries.

The School Division issues its own separate annual operating and capital budget documents. Details can be accessed via the internet at yorkcountyschools.org

Charting the Course-the County of York Comprehensive Plan

In 1991, York County developed its first Comprehensive Plan, *Charting the Course to 2010*, through a cooperative effort with York County residents. In 2006, the Board of Supervisors joined the James City County Board of Supervisors and the Williamsburg City Council in adopting a resolution to coordinate the timing of their next comprehensive plan reviews. The Historic Triangle Coordinated Comprehensive Plan Review officially kicked off in early 2012 to promote closer inter-jurisdictional discussion of planning issues that cross jurisdictional boundaries. *Charting the Course to 2035 – the County of York Comprehensive Plan* was adopted in September 2013. In the fall of 2018, the County began the next *Comprehensive Plan* review. The new plan is expected to be completed in the fall of 2020. The *Comprehensive Plan* is necessary to ensure the efficient use of land in recognition of environmental constraints and the capacity of the public infrastructure. It seeks to provide an appropriate mix of residential, commercial and industrial development; to guide such development to appropriate areas of the County based on the carrying capacity of the land, the existing development character, and the presence of infrastructure and public facilities; to preserve the County's natural and historic resources and aesthetic quality and to prevent the overburdening of the County's roads, utilities, facilities and services.



The plan is divided into chapters or elements dealing with various aspects of the County's physical development. The narrative that follows is an excerpt from the Comprehensive Plan.

Community Facilities

Goal: York County should be a community where the citizens feel safe from crime, receive prompt and effective emergency services when needed, and have convenient access to public facilities at appropriate locations to serve them economically and efficiently.

Objectives:

- . Coordinate the location and timing of public facilities in recognition of existing and anticipated needs and characteristics, including the age distribution and location of present and projected future populations.
- . Avoid wasteful duplication of effort in the construction and operation of public facilities.
- . Maintain historic Yorktown as the seat of County government.
- . Make optimum use of existing office space and use electronic technology to the maximum feasible extent to minimize the need for physical space to accommodate administrative and storage functions.
- . Provide greater opportunities for the training of County personnel, in particular specialized training for law enforcement and fire and rescue personnel, in a convenient and cost effective location(s).
- . Provide Sheriff's facilities to accommodate manpower levels sufficient to provide prompt and effective crime protection, prevention and law enforcement to all areas of the County.
- . Provide detention/correctional facilities of sufficient capacity to house securely and safely the County's future adult and juvenile inmate population.
- . Provide fire stations to accommodate staffing levels sufficient to provide prompt and effective fire and emergency medical response to all areas of the County.
- . Maintain a five-minute average fire and emergency response time to at least 90% of the County's land area.
- . Ensure that adequate disaster support facilities are in place to accommodate preparation for, response to, and recovery from major emergencies/disasters.
- . Achieve higher levels of excellence in library service according to State standards.
- . Ensure the provision of library services to citizens throughout the County.
- . Continuously assess and evaluate future needs for outdoor and indoor recreational facilities and activities; public areas for passive recreation for citizens to enjoy the outdoors; and greenways/trails to include a network of open space areas, water trails, natural corridors, bike and pedestrian trails, and historical and recreational sites.
- . Protect the natural environment and preserve open space.
- . Based on the *Virginia Outdoors Plan*, increase public recreational, fishing and boating access to waterways.
- . Ensure that athletic fields and other recreational facilities are well maintained.
- . Provide a learning environment that is conducive to the education of all present and future school-age children in the County.
- . Achieve and maintain the following overall student/classroom ratios and program capacity guidelines at each school: Kindergarten-Second 20:1, 350-700 students; Third-Fifth 25:1, 350-700 students; Middle 25:1, 700-1000 students; High 25:1, 1200-1800 students (High English classes 24:1, 1200-1800 students).
- . Optimize use of school facilities and grounds.
- . Promote lifelong learning.

Economic Development



Goal: Build a healthy and diverse economic base that provides well-paying jobs and generates sufficient revenue to pay for the service needs of both businesses and the citizenry without degrading the County's natural resources or the overall quality of life.

Objectives:

- . Continue to expand York County's commercial and industrial tax base.
 - . Expand job opportunities for York County residents.
 - . Increase visitation to York County.
 - . Promote York County as an attractive location for Economic Development.
-
- . Enhance the long-term visual attractiveness of the County's major commercial corridors.
 - . Encourage mixed-use development in appropriate areas.
 - . Encourage creativity in the design of economic development projects.

Environment

Goal: Protect the health of York County's residents by achieving and maintaining clean air and water. Establish and preserve a balance between York County's natural and built environment that contributes positively to the quality of life of current and future generations.



Objectives:

- . Preserve and protect environmentally sensitive areas and natural resources from the avoidable impacts of land use activities, development and shoreline erosion control structures.
- . Enhance public awareness and understanding of the importance of environmental conservation and preservation.
- . Continue to implement special development regulations to protect natural resource areas, including low-lying areas, areas with steep slopes, tidal and nontidal wetlands, Chesapeake Bay Preservation Areas, and areas identified by the Virginia Department of Conservation and Recreation, Division of Natural Heritage in the Natural Areas Inventory of the Lower Peninsula of Virginia.
- . Reduce danger to persons, property, and the environment caused by stormwater runoff from developed areas.
- . Reduce or eliminate the loss of life and property damage from natural hazards.
- . Consider climate change and sea-level rise in long-term planning when siting County schools, fire stations, etc.

- . Achieve and maintain regional attainment with the National Ambient Air Quality Standards.
- . Ensure that land development occurs in recognition of the ability of the land to support such development without environmental degradation.
- . Preserve open space for purposes of wildlife habitat and the preservation of ecologically sensitive areas.
- . Ensure the conservation and enhancement of adequate and safe future water supply areas.
- . Reduce the incidence of failing septic systems.
- . Ensure existing and proposed public and private access facilities (docks and piers) do not have a negative impact on water quality.
- . Protect coastal wetlands, marshes, rivers, inlets and other bodies of water from degradation associated with land development.
- . Protect shoreline property from erosion in a cost-effective manner that preserves and enhances shoreline resources, water quality, wetlands, riparian buffers and wildlife habitat.
- . Minimize the need for streambank and shoreline erosion controls.
- . Encourage living shoreline solutions to accommodate for sea level rise and erosion control.
- . Limit noise associated with nonresidential development and highway traffic.
- . Promote compatible land use and development in areas where aircraft noise exceeds acceptable levels as determined by the Department of Housing and Urban Development.
- . Achieve a 50% recycling rate.
- . Provide for the convenient, efficient, and safe removal and disposal of leaves and yard debris.
- . Expand markets for recycled and recyclable products.

Historic Resources

Goal: Identify, preserve, protect and enhance the County's existing and future historical resources.

Objectives:

- . Update inventories of known archaeological and architectural resources on a regular basis.
- . Continue efforts to coordinate the sharing of information (as through VDHR) as inventories are conducted on the large percentage of the County's riverfront property, especially rich in historic resources, owned by the federal government.
- . Give increased attention to the documentation, inventory and evaluation of African-American resources.
- . Initiate a regional survey and evaluation study of mill sites, particularly those that played an important role in the maintenance of the historic plantation system.
- . Explore funding options for preservation activities.
- . Consider establishment of historic or neighborhood protection districts in historically significant communities.



Thomas Nelson, Jr. House

- . Maintain a local historic archives repository.
- . Promote public education and awareness of County historic resources for persons of all ages. Utilize these resources for the educational, civic, and economic benefit of the County and its citizens.
- . As was done with architectural resources, complete a comprehensive archaeological resources inventory to identify archaeologically sensitive areas of the County.
- . Promote heritage tourism in the County.

Housing

Goal: Ensure that decent, safe, sanitary, and affordable housing is available to all County residents.

Objectives:

- . Promote the development of pleasant and attractive living environments.
- . Establish land use and development policies and regulations that provide opportunities for housing construction, rehabilitation, and maintenance of affordable housing that addresses the current and future needs of all income levels in the County and that considers the current and future needs within the Hampton Roads Planning District.
- . Provide for a range of housing types and densities corresponding to the needs of a diverse population.
- . Protect residential areas from encroachment by incompatible land uses that adversely affect the quality of life.
- . Increase opportunities for safe and convenient walking and bicycling in residential areas.
- . Provide opportunities for mixed-use development in appropriate areas.
- . Prevent neighborhood blight and housing dilapidation and work to improve existing blighted conditions.



Transportation



Goal: Provide for the safe and efficient movement of people and goods within York County and throughout the Hampton Roads region.

Objectives:

- . Promote the development of a regional multi-modal transportation system.
- . Maintain adequate levels of service on County roadways (i.e., VDOT's LOS D or better).
- . Increase funding for transportation improvements critical to the mobility of York County's citizens.

- . Promote development and land use strategies that enhance roadway safety and preserve the carrying capacity of the roadway network.
- . Reduce crash rates on York County roadways.
- . Utilize technology to enhance mobility and safety.
- . Promote the development of improved air transportation service convenient to York County residents.
- . Increase the number of bicycle lane miles in the County in accordance with the *Regional Bikeway Plan* for Williamsburg, James City County, and York County.
- . Provide a safe and convenient walking environment for pedestrians.
- . Provide for the particular mobility needs of the senior population when planning transportation programs and facilities.

Land Use

Goal: Provide for orderly and efficient land use patterns that protect, preserve, and enhance the natural and physical attributes of the County that define and contribute positively to its appearance and character.



Objectives:

- . Provide for residential growth that would allow the County population to reach a maximum of approximately 80,000 residents.
- . Establish and maintain a balanced diversity of land uses, with minimal conflicts among different uses, in recognition of the physical characteristics of the County and the capacity of the land and public services and infrastructure to host different types of uses.
- . Consider development patterns and plans established in adjoining jurisdictions when making local land use decisions and designations.
- . Promote land use compatibility between local military installations and the areas that surround them.
- . Preserve open space throughout the County such that these areas will become an integral part of the community.
- . Preserve and protect certain lands near the shoreline that have intrinsic value for the protection of water quality in the Chesapeake Bay and its tributaries.
- . Enhance the visual appeal of the County's major transportation corridors.
- . Encourage the adaptive re-use of existing blighted properties.
- . Encourage beautification of existing development to improve its visual quality and appeal.
- . Preserve, protect, and enhance cultural, environmental, and historic areas.
- . Protect unspoiled vistas and views of the water.
- . Minimize the visual obtrusiveness of telecommunications towers.
- . Pursue and/or continue regulatory, non-regulatory and incentive-based programs that help preserve and enhance the positive character-defining attributes of the County such as abundant open space, tree-lined road corridors, attractive "gateway" entrances, well-landscaped commercial areas, and pleasant residential settings.
- . Encourage the use of cluster development techniques and conservation easements to help preserve open space.

- Maintain higher development performance standards at major “gateway” entrances and along major “gateway” corridors.

Budget Process and Calendar

The budget season is a year round process that starts in the summer with the Capital Improvements Program. The budget season for the operating budget, is kicked-off in early October with “Budget Call”. The Budget Division staff dedicates two weeks for training and held multiple small group sessions with department users. During Budget Call, departments are informed of important deadlines and directed to a common shared drive to obtain information regarding specific allocations such as computer replacements and vehicle maintenance costs for inclusion in their budget submissions. Budget review meetings are held during the months of January and February where departments discuss their specific needs with Budget staff and the Budget Review Committee. Committee members include the County Administrator, the two Deputy County Administrators, and the directors of Public Works, Finance and Human Resources.

The Financial Operations Work Group meets on a monthly basis throughout the year to discuss revenue trends and other pertinent financial details. Revenue projections are due to Budget by mid-January. They are independently prepared by the Finance Director and the Deputy County Administrator, then discussed and revised to reflect a consensus. Local revenue projections are closely tied to the real estate re-assessment cycle (every two years), historic trends, and the current economic climate. State revenue projections are based on information received from the Governor’s Proposed Budget and revisions made by the General Assembly. Federal revenue estimates are based on information from the awarding agencies.

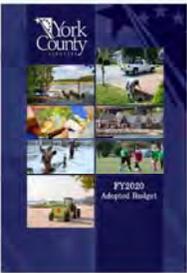


Expenditures are divided into functional categories and each department is assigned a Budget Analyst to analyze the requests and justifications and to make recommendations based on historic and current trends prior to submission to the Budget Review Committee. A six-year funding model is prepared to determine affordability of capital projects recommended in the Capital Improvements Program and to assist with the development of the Debt Service Funds and Capital Project Fund budgets. In addition, separate ten-year cash flow projections are prepared for the Sewer Utility, Water Utility and Stormwater Funds to project user fees, meals tax and other revenue sources, and to determine affordability of operating expenses and projects recommended in the Utility Strategic Plan.

In March, the County Administrator submits a balanced budget proposal to the Board of Supervisors for the next fiscal year to begin July 1. After a series of work sessions with the Board of Supervisors and public hearings, the proposed budget is adjusted as necessary and an appropriations resolution by functional level is prepared. Citizens may comment in person at the public hearing, by using a special telephone line or by internet submission. The budget is required to be adopted by a majority vote of the Board of Supervisors in May for the next fiscal year. Tax rates are established prior to the beginning of the fiscal year. Also, throughout the year, individual members of the Board of Supervisors may hold meetings within their districts to discuss various topics including budget developments.

The budget may be amended by the Board of Supervisors through supplemental appropriations or transfers as necessary. All procurements of \$50,000, or \$100,000 if the projects are in an approved CIP year, require Board approval. Appropriations less than \$50,000 do not require Board approval, including additional funds received for various County programs such as the off-duty employment of deputy sheriffs, the Medic Transport Fee Recovery program, insurance claims and grants and donations. Through the annual budget adoption resolution, the County Administrator or his designee is authorized to transfer funds within appropriation functions. The legal level of budgetary control rests at the fund level with the exception of the General Fund, which is appropriated at the functional level.

The following chart summarizes the significant steps leading to the adoption of the budget:

			
FY2020 OPERATING BUDGET CALENDAR			
Date	Description		Time/Location
June 2018			
		Prepare CIP forms for departments.	
July 2018			
7/31/2018	Tuesday	Send out email to schedule GovMax training for departments.	
August 2018			
8/1/2018	Wednesday	FY2020-FY2025 CIP forms distributed.	
8/31/2018	Friday	FY2020-FY2025 CIP submissions are due to Budget.	
September 2018			
9/11/2018	Tuesday	Capital Improvements Planning Committee Kickoff Meeting for planning purposes.	
October 2018			
10/3/2018	Wednesday	FY2020 Budget Call for all departments. Forms and instructions distributed to departments for their budget submission.	
10/12/2018	Friday	FY2020 Agency Funding Request Packages distributed via email and on the web.	
November 2018			
11/6/2018	Tuesday	FY2020 Payroll estimates from Fiscal Accounting Services.	
11/21/2018	Wednesday	FY2020 budget request packages submitted by departments to Budget.	
January 2019			
1/11/2019	Friday	FY2020 revenue estimates from Director of Finance.	
1/15/2019	Tuesday	FY2020 Public Forum @ regular Board of Supervisors meeting (7 pm).	York Hall Board Room, 7:00pm
1/18/2019	Friday	FY2020 Begin distributing budget recommendations to departments.	
1/21/2019	Monday	Begin Budget Review Committee Meetings.	
February 2019			
2/5/2019	Tuesday	FY2020 Budget - Work Session	York Hall East Room, 6:00pm
March 2019			
3/5/2019	Tuesday	FY2020 Budget - Work Session	York Hall East Room, 6:00pm
3/19/2019	Tuesday	Formal presentation of FY2020 Proposed Budget @ regular Board of Supervisors meeting.	York Hall Board Room, 6:00pm
3/20/2019	Wednesday	Publish FY2020 Proposed Budget to website and distribute copies accordingly.	
		FY2020 Agency Funding notifications distributed (Outside Agencies); post Proposed figures on website.	
April 2019			
4/2/2019	Tuesday	FY2020 Budget - Work Session	York Hall East Room, 6:00pm
4/16/2019	Tuesday	Public Hearings on FY2020 Budget and CY2019 Tax Rates - York Hall Board Room, 7 pm.	York Hall Board Room, 7:00pm
May 2019			
5/7/2019	Tuesday	Adoption of FY2020 Budget, CIP and Tax Rates @ regular Board of Supervisors meeting.	York Hall East Room, 6:00pm
All Board Meetings are held in the Board Room or the East Room in York Hall located at 301 Main Street.			

Financial Management Policies

The Board of Supervisors' Financial Management Policy is shown below.

BOARD POLICY	
SUBJECT	Financial Management Policies
POLICY NUMBER	BP14-26
ORIGINAL EFFECTIVE DATE	January 1, 2014
REVISION DATE	December 6, 2016
HISTORICAL REFERENCE	

Purpose:

The primary objective of this policy is to establish the Board of Supervisors' framework for making financial decisions and to provide guidance for the County Administrator, who is responsible for the daily administration of the Board's policies and general County operations. The County Administrator may designate other County officials to assist in the administration of these policies. These financial management policies are a statement of the guidelines and goals that influence and guide the financial management practices of the County of York. Financial management policies that are adopted, adhered to, and regularly reviewed are recognized as the cornerstone of sound financial management.

Procedure:

Sound financial management policies:

- Contribute significantly to the County's ability to insulate itself from fiscal crises and economic disruption
- Enhance access to short-term and long-term markets by helping to achieve the highest credit and bond ratings possible
- Promote long-term financial stability by establishing clear and consistent guidelines
- Direct attention to the total financial picture rather than single-issue areas
- Promote the view of linking long-term financial planning with day-to-day operations
- Provide a framework for measuring the fiscal impact of government services against established fiscal parameters and guidelines
- Ensure that the organization has the resources to perform mandated responsibilities

- Provide a foundation for evaluation and analysis of financial condition

1. **Cash Management**

The Treasurer, County of York (an elected Constitutional Officer) is responsible for maintaining and updating a separate Investment Policy.

2. **Financial Reporting**

The County's accounting and financial reporting will comply with:

- Generally Accepted Accounting Principles of the United States of America (GAAP)
- Government Accounting Standards (GAS), issued by the Comptroller General of the United States
- Uniform Financial Reporting Manual, issued by the Auditor of Public Accounts of the Commonwealth of Virginia
- *Specifications for Audits of Counties, Cities and Towns*, issued by the Auditor of Public Accounts of the Commonwealth of Virginia
- All *Office of Management and Budget* regulations with respect to all grants.
- Government Finance Officers Association's Certificate of Achievement for Excellence in Financial Reporting Program
- Code of Virginia, and other legal and regulatory bodies' requirements, as applicable

The County will establish and maintain an internal control structure designed to protect the County from loss, theft and misuse. The structure will be designed to provide reasonable assurance of that objective and the concept of reasonable assurance recognizes that:

- The cost of a control should not exceed the benefits likely to be derived
- The valuation of costs and benefits requires estimates and judgments made by management

A comprehensive, annual financial audit, including an audit of federal grants, will be conducted by an independent public accounting firm and the results of that audit will be presented publicly to the Board of Supervisors by December 31, following the end of the previous fiscal year.

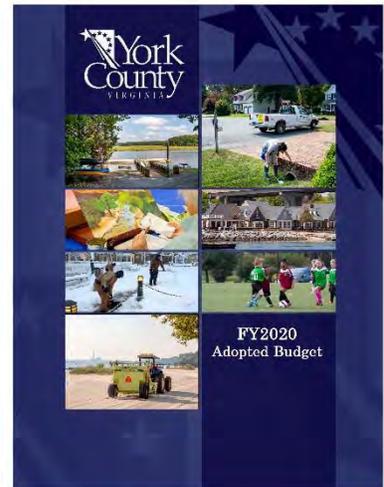
3. Annual Budget

The annual budget will be prepared under the guidelines provided by the Code of Virginia, the County Code and by the Government Finance Officers Association in the Distinguished Budget Award Program. The annual budget will be for the fiscal period beginning July 1 and ending June 30.

The General Fund, Special Revenue Funds, Debt Service Funds, Capital Project Funds, Internal Service Funds and Enterprise Funds shall have legally adopted budgets, with the exception of Enterprise Funds with depreciation only. The County, acting as fiscal agent, would not legally adopt the budget for the trust and agency funds.

The budget will provide for current expenditures balanced with current revenues. It will provide for the adequate maintenance and orderly replacement of capital assets, and the adequate funding of all retirement systems and other post-employment benefits (OPEB). Priority will be given to maintaining current service levels. Service expansions will be funded by new or reallocated resources. Proposed new services require detailed justification, including any budgetary impact. Incremental operating costs associated with capital projects should be funded in the operating budget after being identified and approved in the Capital Improvements Program.

The County Administrator shall submit a balanced budget recommendation to the Board of Supervisors by the end of March for the next fiscal year. After a series of work sessions and a public hearing on the proposed budget, the Board of Supervisors shall adopt the budget by the first Board of Supervisors' meeting in May. However, if the County has not received the estimates of state funds, the budget adoption may occur up to 30 days after the estimates are received.



The County will maintain a budget control system and staff will monitor and evaluate expenditures and revenues as compared to budget and/or prior year-to-date reports. The County Administrator will make recommendations for adjustments if necessary, to the Board of Supervisors.

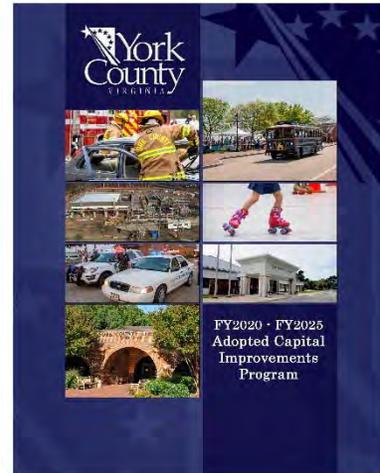
4. Revenues and Expenditures

The County's revenue stream consists of local, state, federal and other financing sources. The majority of the County's revenue is derived from general property taxes. It is the County's policy for one-time revenues to be used to fund capital projects or other non-recurring expenditures. In addition, the County strives to diversify its sources of revenue.

The County's expenditure budget is divided into functional areas (departments). In coordination with Department Heads and departmental staff, Budget Analysts within the Budget Division monitor expenditures throughout the fiscal year to ensure compliance with legal requirements and accounting standards. The County Administrator is authorized to transfer funds within appropriation functions.

5. Capital Improvements Program

For inclusion in the Capital Improvements Program, projects must have an estimated useful life that exceeds one year and have a cost of at least \$30,000. The County Administrator will annually submit a six-year Capital Improvements Program (CIP) for review by the Board of Supervisors pursuant to the timeline established in the annual budget preparation schedule, but no later than by the end of March for the next fiscal year. The Capital Improvement Program shall include the following elements:



- A statement of the objectives of the Capital Improvement Program and its relationship to the County's Comprehensive Plan and the Utilities Strategic Plan, as applicable
- An estimate of the cost and of the anticipated sources of funds for financing the Capital Improvements Program
- An estimate of the revenue and expense impacts, including maintenance, on the operating budget

The first year of the CIP will be appropriated by the Board of Supervisors as part of the budget adoption.

The County will maintain a complete inventory of capital assets meeting its capitalization thresholds, in accordance with Generally Accepted Accounting Principles of the United States of America.

6. Reserves

General Fund

The County of York's General Fund Unassigned Fund Balance will be maintained to provide the County with sufficient working capital and a comfortable margin of safety to address emergencies and unexpected declines in revenue.

The General Fund's Unassigned Fund Balance should not be used to support recurring operating expenditures outside of the current budget year. If a budget variance requires the use of Unassigned Fund Balance, the County will decrease the General Fund's expenditures and/or increase the General Fund's revenues to prevent using the Unassigned Fund Balance for two consecutive fiscal years to subsidize General Fund operations.

The General Fund's Unassigned Fund Balance will be as follows:

- A minimum of twelve percent (12%) of the budgeted General Fund expenditures for the following fiscal year. These funds can only be appropriated by a resolution of the Board of Supervisors.
- In the event that the General Fund's Unassigned Fund Balance is used to provide for temporary funding of unforeseen emergency needs, the County shall restore the balance to the twelve percent (12%) minimum as defined above, within two fiscal years following the fiscal year in which the event occurred. This will provide for full recovery of the targeted General Fund Unassigned Fund Balance in a timely manner.
- Funds in excess of the maximum annual requirements outlined above may be considered to supplement "pay-as-you-go" capital expenditures or other nonrecurring expenditures.

Other

A reserve for healthcare costs shall be maintained by the County and Schools at a level equal to the estimated incurred but not reported (IBNR) claims plus 10% to 20% of the next year's healthcare budget, with a target reserve of 15%. To the extent the reserve falls below the minimum threshold of 10%, the reserve will be restored to that level within one fiscal year and the County or Schools will develop a plan to restore the reserve back to the 15% target level within three fiscal years.

7. Debt Management

The County shall comply with all requirements of the Code of Virginia and other legal and regulatory bodies' requirements regarding the issuance of bonds and other financing sources for the County or its debt issuing authorities. The County shall comply with the U.S. Internal Revenue Service arbitrage rebate requirements for bonded indebtedness. In addition, the County will institute a control structure to monitor and ensure compliance with bond covenants.

The County will not use long-term debt or tax revenue anticipation notes (TRANS) to fund current operations. The County does not intend to issue bond anticipation notes for a period of longer than three years.

The County emphasizes pay-as-you-go capital financing. Whenever the County decides to issue bonds, the term of the issue will not exceed the useful life of the capital project

being financed. The issuance of variable rate debt by the County will be issued only in a prudent and fiscally responsible manner.

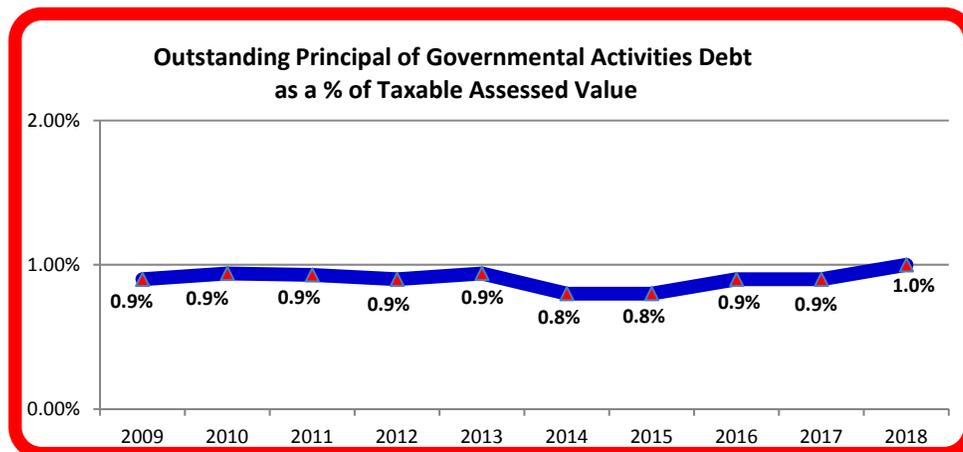
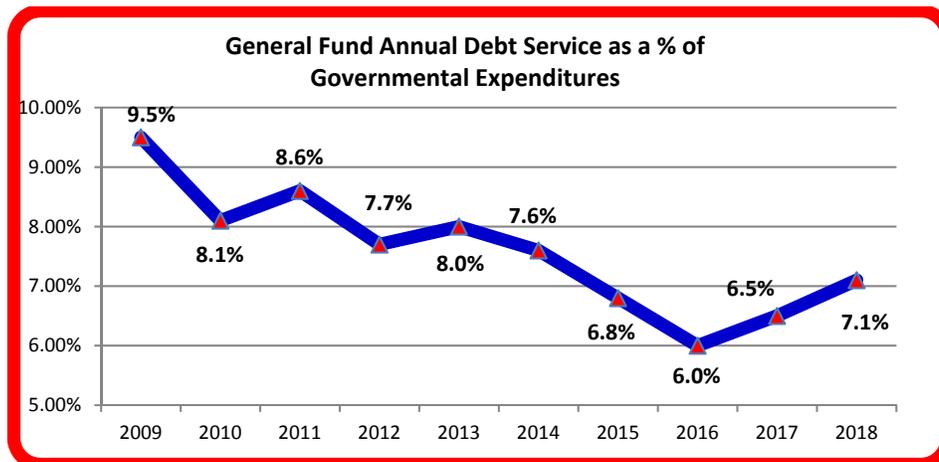
Recognizing both the historical interest rate savings and the risks associated with variable rate debt, the County will limit variable rate debt exposure to approximately 20% of total outstanding debt. Debt service on any variable rate debt will be budgeted at a conservative interest rate. Prior to issuing variable rate debt, the Board will be advised of the various risks.

8. Tax-Supported Debt

Whenever the County finds it necessary to issue bonds, the following policies will be adhered to:

- Annual debt service expenditures for all General Fund supported debt shall not exceed 10% of the total General Fund expenditure budget
- Outstanding principal of General Fund supported debt will not exceed 3.0% of the net assessed valuation of taxable property

In calculating compliance with these ratios, the County will exclude debt serviced by dedicated revenues, i.e. self-supporting debt. In addition, self-supporting debt will be reported in the fund where the revenues used to support the debt are recorded.



9. Post-Issuance Compliance

The Director of Finance will oversee post-issuance compliance activities to ensure compliance with federal guidelines and other legal regulatory requirements including:

- Tracking that proceeds of a debt issuance are spent on qualified tax-exempt debt purposes
- Maintaining detailed records of all expenditures and investments related to debt funds
- Ensuring that projects financed are used in a manner consistent with legal requirements
- Timely reporting of necessary disclosure information and other required filings
- Monitoring compliance with applicable arbitrage rules and performing required rebate calculations in a timely manner

The Director of Finance may consult with bond counsel, financial advisors or other professionals as deemed appropriate to meet the post-issuance compliance requirements.

10. Policy Review and Update

The Board of Supervisors will review and affirm these financial policies at least annually and more frequently, as needed.

Treasurer's Investment Policy

The Treasurer's current Investment Policy is shown below.

Governing Authority

The Treasurer of York County is an elected Constitutional Officer whose responsibility, in part, is to invest York County funds in an expedient and prudent manner, meeting or exceeding all statutes and guidelines governing the investment of public funds in Virginia.

Scope

This policy applies to the investment of all funds, excluding the investment of employees' retirement funds. Proceeds from certain bond issues, as well as separate foundation or endowment assets, are not covered by this policy.

Pooling of Funds

Except for cash in certain restricted and special funds, cash and reserve balances from all funds will be consolidated to maximize investment earnings and to increase efficiencies with regard to investment pricing, safekeeping and administration. Investment income will be allocated to the

various funds based on their respective participation and in accordance with generally accepted accounting principles.

General Objectives

The primary objectives, in priority order, of investment activities shall be safety, liquidity, and yield.

Safety

Safety of principal is the foremost objective of the investment program. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. The objective will be to mitigate credit risk and interest rate risk.

Credit Risk

Minimize credit risk, which is the risk of loss due to the failure of the security issuer or backer by: limiting investments to the types of securities listed in this investment policy; diversifying the investment portfolio so that the impact of potential losses from any one type of security or from any one individual issuer will be minimized.

Interest Rate Risk

Minimize interest rate risk, which is the risk that the market value of securities in the portfolio will fall due to changes in market interest rates, by: structuring the investment portfolio so that securities mature to meet cash requirements for ongoing operations, thereby minimizing the need to sell securities on the open market prior to maturity; investing operating funds primarily in shorter-term securities, money market mutual funds, or similar investment pools and limiting the maturity of investments in accordance with this policy.

Liquidity

The investment portfolio shall remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated. This is accomplished by structuring the portfolio so that securities mature concurrent with cash needs to meet anticipated demands. Furthermore, since all possible cash demands cannot be anticipated, the portfolio should consist largely of securities with active secondary or resale markets. Alternatively, a portion of the portfolio may be placed in money market mutual funds, local government investment pools, or deposit accounts which offer same-day liquidity for short-term funds.

Yield

The investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk constraints and liquidity needs. Return on investment is of secondary importance compared to the safety and liquidity objectives described above. The core of investments is limited to relatively low risk securities in anticipation of earning a fair return relative to the risk being assumed. Securities shall generally be held until maturity with the following exceptions: a security with declining credit may be sold early to minimize loss of principal, a security swap would improve the quality, yield, or target duration in the portfolio or liquidity needs of the portfolio require that the security be sold.

Standards of Care

Prudence

The standard of prudence to be used by investment officials shall be the "prudent person" standard and shall be applied in the context of managing an overall portfolio. Investment officers acting in accordance with written procedures and this investment policy and exercising due diligence shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and the liquidity and the sale of securities are carried out in accordance with the terms of this policy.

The "prudent person" standard states that, "Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived."

Ethics and Conflicts of Interest

Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with the proper execution and management of the investment program, or that could impair their ability to make impartial decisions. Employees and investment officials shall disclose any material interests in financial institutions with which they conduct business. They shall further disclose any personal financial/investment positions that could be related to the performance of the investment portfolio. Employees and officers shall refrain from undertaking personal investment transactions with the same individual with whom business is conducted on behalf of the County.

Delegation of Authority

As an elected Constitutional Officer of the Commonwealth of Virginia, the Treasurer has overall responsibility for the investment program. Responsibility for the daily operation of the investment program is hereby delegated to the investment officer, who shall act in accordance with established written procedures and internal controls consistent with this investment policy. No York County employee may engage in an investment transaction except as provided under the terms of this policy and the procedures established by the Treasurer.

Authorized Financial Institutions

If County investment officials execute securities transactions directly, the respective broker/dealer effecting the transaction must meet the following requirements:

- A "primary" dealer or a regional dealer that qualifies under Securities and Exchange Commission Rule 15C3-1 (uniform net capital rule),
- Registered as a dealer under the Securities Exchange Act of 1934,
- Member of the National Association of Dealers (NASD),
- Registered to sell securities in Virginia, and
- Engaged in the business of effecting transactions in U.S. government and agency obligations for at least 5 consecutive years.

The Treasurer may retain the services of a Registered Investment Advisor (RIA) to execute this investment policy for a designated portion of the County's investment portfolio. Only RIA's registered with the Commonwealth of Virginia or the Securities and Exchange Commission may be hired.

Safeguarding and Custody

Delivery vs. Payment

All trades of marketable securities will be executed by delivery vs. payment (DVP) to ensure that securities are deposited in an eligible financial institution prior to the release of funds.

Safeguarding

Securities will be held by an independent third-party custodian selected by the Treasurer as evidenced by safekeeping receipts in the County's name. The safeguarding institution shall annually provide a copy of their most recent report on internal controls.

Internal Controls

The Treasurer shall establish a system of internal controls, which shall be documented in writing. The controls shall be designed to prevent the loss of public funds arising from fraud, employee error, and misrepresentation by third parties, unanticipated changes in financial markets, or imprudent actions by employees.

Suitable and Authorized Investments

Investment Types

In accordance with the Code of Virginia, sections 2.2-4501 through 2.2-4510, the following investments will be permitted by this policy (rating applicable at time of security purchase):

- U.S. Treasury obligations which carry the full faith and credit guarantee of the United States government and are considered to be the most secure instruments available;
- U.S. government agency and instrumentality obligations that have a liquid market with a readily determinable market value;
- Certificates of deposit and other evidences of deposit at financial institutions;
- Bankers' acceptances;
- Corporate notes and bonds (U.S. dollar denominated) rated in the AAA or AA categories by both Standard & Poor's and Moody's;
- Commercial paper (U.S. dollar denominated) issued by an entity incorporated in the U.S., rated "prime quality" by at least two of the nationally recognized rating agencies;
- Investment-grade obligations of state, provincial and local governments and public authorities;
- Repurchase agreements only if the following conditions are met: a term to maturity of no greater than 90 days; the contract is fully secured by deliverable U.S. Government Obligations having a market value at all times of at least 102%; and a master repurchase agreement governs the transactions);
- Money market mutual funds regulated by the Securities and Exchange Commission and whose portfolios consist only of dollar-denominated securities; and
- Local government investment pools either state-administered or developed through joint powers statutes and other intergovernmental agreement legislation.

Deposit Accounts and Collateralization

The County may maintain demand deposit accounts including checking accounts and other accounts in accordance with Title 2.2-44 of the Code of Virginia, the Virginia Security for Public Deposits Act.

Investment Parameters

Diversification

The investments shall be diversified by:

- Limiting investment in securities that have higher credit risks,
- Limiting investments to avoid over concentration in securities of a specific type or from a specific issuer or business sector (excluding U.S. Treasury securities), according to the limits set by the Code of Virginia,
- Investing in securities with varying maturities, with individual securities not exceeding a maturity of 24 months unless specifically approved by the Treasurer (or further limited by the Code of Virginia), and
- Continuously investing a portion of the portfolio in readily available funds such as local government investment pools (LGIPs), money market funds or overnight repurchase agreements to ensure that appropriate liquidity is maintained in order to meet ongoing obligations.

Performance Standards

The cash management portfolio shall be designed with the objective of regularly meeting or exceeding the average return on three-month U.S. Treasury bills and/or the state investment pool. These indices are considered benchmarks for lower risk investment transactions and therefore comprise a minimum standard for the portfolio's rate of return.

Reporting

The investment officer shall maintain a monthly investment report. This report shall include a listing of the existing portfolio in terms of investment securities, rate, maturity date, par amount, original or adjusted cost, credit rating and any other features deemed relevant; and a listing of all transactions executed over the last month.

Policy Considerations

Exemption

Any investment currently held that does not meet the guidelines of this policy shall be exempted from the requirements of this policy. At maturity or liquidation, such monies shall be reinvested only as provided by this policy.

Amendments

This policy shall be reviewed by the Treasurer on an annual basis.

Bond Ratings

The County has utilized two different credit rating agencies over the years, Standard & Poor's and Moody's Investor Services. In 2014, Standard & Poor's upgraded the County's credit rating on its general obligation bonds from AA+ to AAA, the highest rating possible and upgraded its rating on the County's lease revenue bonds from AA to AA+. The upgrades reflected the agency's assessment of the following factors for the County:

- Very strong economy, which benefits from participation in the broad and diverse Hampton Roads area economy, coupled with good access to Richmond, Va. and its employment base;
- Very strong budgetary flexibility with 2013 audited reserves at 27% of general fund expenditures;

- Strong budgetary performance, which takes into account a relatively stable revenue stream;
- Very strong liquidity providing very strong cash levels to cover both debt service and expenditures;
- Strong management with good financial policies and a consistent ability to maintain balanced budgets; and
- Very strong debt and contingent liabilities position, driven mostly by the county's low net direct debt.

The County does not currently have any General Obligation bonds rated by Moody's. However, in 2018, Moody's rated its lease revenue debt Aa1. Both agencies issued a "stable" outlook.

Fund Structure

The accounts of the County are organized on the basis of funds, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate self-balancing set of accounts that comprise assets, liabilities, revenues and expenditures/expenses. The following fund types are used: governmental, proprietary, trust and agency funds and component units. Any fund whose revenues or expenditures, excluding other financing sources and uses, constitute more than 10% of the revenues or expenditures of the appropriated budget is considered to be a major fund. The County's General Fund is projected to be a major fund in fiscal year 2020.

The relationship between the departments and the funds is as follows:

Departments	Admin. Svcs.	Judicial Svcs.	Public Sfty.	Management Svcs.	Educ. & Educ. Svcs.	Human Svcs.	Public Works	Comm. Svcs.	Capital & Non-Dept.
MAJOR FUND									
General	✓	✓	✓	✓	✓	✓	✓	✓	✓
NON-MAJOR FUNDS									
Special Revenue									
Tourism								✓	
Social Services						✓			
Law Library		✓			✓				
Children & Family Svcs.								✓	
Comm. Dev. Auth. Rev. Acct.				✓					
Grant Fund				✓					
Debt Service									
County Debt Service									✓
School Debt Service					✓				
Capital Project									
Stormwater Management							✓		✓
Yorktown Capital Impr.				✓			✓		✓
County Capital	✓	✓	✓	✓	✓		✓	✓	✓
Internal Service									
Worker's Compensation				✓					
Vehicle Maintenance							✓		
Health & Dental Insurance				✓					
Information Technology Fund				✓					
Other Post-Empl. Benefits				✓					✓
Enterprise									
Solid Waste Mgmt.							✓		
Water Utility							✓		
Sewer Utility							✓		
Yorktown Operations				✓					
Regional Radio Project			✓						

Each Department has divisions – for example, included in the Education and Educational Services Department is the County’s contribution to the School Division’s Operating Fund and the transfer to the School Debt Service Fund used to pay debt service on funds borrowed for School Division Capital Improvement Projects. Additionally, funding for the County’s library system and Virginia Cooperative Extension is found in this section.

Governmental Funds

Most governmental functions of the County are financed through governmental funds. Governmental funds are reported using the current financial resources measurement focus and the modified accrual basis of accounting.

General Fund

The General Fund is the County’s primary operating fund. It is used to account for all revenue sources and expenditures not required to be accounted for in other funds.

Special Revenue Funds (Tourism, Social Services, Grant Fund, Law Library, Children and Family Services, Marquis Community Development Authority Revenue Account)

Special Revenue Funds are used to account for the proceeds of federal, state and local sources that are legally restricted to expenditures for specified purposes.

Debt Service Funds (County, School)

Debt Service Funds are used to account for the receipt and payment of bonds and loans issued for equipment purchases, construction and maintenance of facilities.

Capital Project Funds (Stormwater Management, Yorktown Capital Improvements, County Capital)

Capital Project Funds are used to account for financial resources used to address drainage improvements, and for the acquisition or construction of major capital facilities and equipment, other than those financed by proprietary funds.

Proprietary Funds

Proprietary Funds account for operations similar to those in the private sector. Proprietary funds are reported using the economic resources measurement focus and the accrual basis of accounting.

Internal Service Funds

Internal Service Funds are used to account for either benefits or services to other funds, departments, or agencies of the County on a cost-reimbursement basis.

Workers’ Compensation Fund

This fund accounts for the revenues and expenditures relating to the workers’ compensation policy of the County.

Vehicle Maintenance Fund

This fund accounts for the operation of the vehicle maintenance and replacement services that are provided to County departments on a cost-reimbursement basis.

Information Technology Fund

This fund accounts for the operation of the information technology services that are provided to County departments on a cost-reimbursement basis.

Health & Dental Insurance Fund

This fund accounts for the health and dental claims and administrative costs of the County insurance programs.

Enterprise Funds

Enterprise Funds are used to account for any activity for which a fee is charged to external users for goods or services.

Solid Waste Management Fund

This fund accounts for the operations of the County's solid waste disposal system.

Water Utility Fund

This fund accounts for the operations and construction of the County's water utility systems.

Sewer Utility Fund

This fund accounts for the operations and construction of the County's sewer utility systems.

Yorktown Operations Fund

This fund accounts for the operations of Riverwalk Landing, including the net tenant lease income and the income and expenses for the piers.

Regional Radio System Fund

This fund accounts for the County's joint emergency communication system with the Counties of James City and Gloucester.

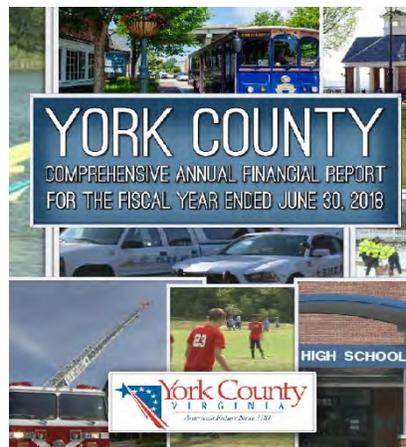
Basis of Budgeting and Accounting

The budgets of governmental funds are prepared on the modified accrual basis, a basis of accounting in which expenditures are accrued but revenues are accounted for on a cash basis.

This accounting technique is a combination of cash and accrual accounting since expenditures are immediately incurred as a liability while revenues are not recorded until they are actually received or are "measurable" and "available for expenditure."

The accrual basis of accounting, a method of accounting that recognizes the financial effect of transactions, events, and interfund activities when they occur, regardless of the timing of related cash flows, is used for the proprietary funds, except for depreciation, amortization, debt principal payments and capital outlay.

The Comprehensive Annual Financial Report (CAFR) is prepared in conformity with accounting principles generally accepted in the United States of America (GAAP) as applied to government units.



The Governmental Accounting Standards Board (GASB) is the accepted primary standard-setting body for establishing governmental accounting and financial reporting principles.

In most cases, the accounting treatment conforms to the budget treatment with the following exceptions:

- Compensated absences are accrued as earned (GAAP) versus expensed when paid (budget).
- Depreciation and amortization expenses are non-cash items and are not budgeted. These expenses are recognized for GAAP purposes.
- Principal payments on debt in the proprietary funds result in a reduction in the outstanding liability (GAAP) versus expensed (budget).
- Capital outlay in the proprietary funds is recorded as a capital asset (GAAP) versus expensed (budget).

Summary Page Guide



Administrative & Legal Services

This Office is responsible for governing the overall activities of the County. Individual division details follow this summary page.

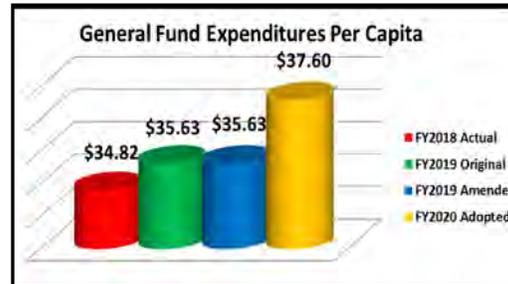
Per Capita:
Measurement per unit of population by or for each person.

Department Overview

Board of Supervisors

As stewards of the public trust and resources, the mission of the Board of Supervisors is to maintain and improve the quality of life for all County residents. To direct and maximize the available resources of the County toward this mission, the Board will:

- Define and aggressively pursue economic development that broadens the County's tax base and sustains its character and quality of life.
- Improve communication and respect among the Board of Supervisors, other elected and appointed officials, other agencies, County staff, and the public.
- Promote accountability, innovation, and excellence in providing service to the customer.
- Generate quality educational opportunities for all residents.
- Manage the provision and expansion of County services and facilities in a manner that balances necessary increases in expenditures with the expansion of the tax base.



County Administration

- Manages the daily administrative operations of the County.
- Provides administrative and legislative support services to the Board of Supervisors.
- Develops an annual budget.
- One Deputy County Administrator provides oversight to the divisions of Planning, Development Services, Community Services and Public Works.
- Another Deputy County Administrator provides oversight for the divisions of Finance, Human Resources, Information Technology, and Real Estate Assessments.
- Establishes and maintains a County-wide performance measurement, evaluation and reporting system.

Department Overview:

Briefly describes the different departments or divisions and services that it provides.

Public Affairs

- The Division of Public Affairs oversees external communications for the County. A dedicated staff provides residents, businesses, and other interested parties important information about County services, programs, and events over multiple media platforms.
- The Public Affairs Office manages the York County website and social media pages, local government access cable channels, a quarterly Citizen News publication, and various printed materials. Located in Historic Yorktown, this division also handles citizen calls and questions, media inquiries, and Freedom of Information Requests.

Video Services

- Provides timely, useful information to York County residents about programs, services, and events of the County and School Division. The mission is to promote awareness and celebrate the quality of life for our citizens and stimulate community engagement. This is achieved through live cablecasts and streaming of all BOS, Planning Commission, and School Board meetings and locally produced long and short form video programs shared across multiple platforms.

County Attorney

- Provides quality and timely legal services to the County.
- Emphasizes the continuous training of present staff to keep abreast of current developments in the legal field so that the office's many clients can be provided timely and accurate legal advice.
- Maintains a state-of-the-art legal office.
- Provides representation to the School Board, the Economic Development Authority, and to the Department of Social Services.



Highlights:

This area will provide informative information and pictures of departments in action.



WYCG-TV is the York County Government channel and shows programs related to local and state government, including Board of Supervisors meetings and work sessions as well as Planning Commission meetings.

A Guide to the Summary Budget Pages

1. **Budgetary Costs** -summary expenditures for personnel and non-personnel categories (contractual services, internal services, other charges, materials and supplies, leases & rentals, capital outlay, grants & donations, and charge-outs).
2. **Funding Sources** - represents the revenue sources for the department, i.e. local, state, federal, or other funding sources.
3. **Staffing Summary** - represents the full time equivalent personnel in the department or division.
4. **Major Budget Variances** - briefly describes any significant changes of expense or revenue for the departments or the divisions.

York County Departmental Budget Documents					
<u>Board of Supervisors</u>					
Budgetary Costs	1	FY2018 Actual	FY2019 Original	FY2019 Amended	FY2020 Adopted
Personnel		XXXXXX	XXXXXX	XXXXXX	XXXXXX
Contractual Services		XXXXXX	XXXXXX	XXXXXX	XXXXXX
Internal Services		XXXXXX	XXXXXX	XXXXXX	XXXXXX
Other Charges		XXXXXX	XXXXXX	XXXXXX	XXXXXX
Materials & Supplies		XXXXXX	XXXXXX	XXXXXX	XXXXXX
Total Budgetary Costs		XXXXXX	XXXXXX	XXXXXX	XXXXXX
Funding Sources	2	FY2018 Actual	FY2019 Original	FY2019 Amended	FY2020 Adopted
Local		XXXXXX	XXXXXX	XXXXXX	XXXXXX
Total Revenues		XXXXXX	XXXXXX	XXXXXX	XXXXXX
Staffing Summary	3	FY2018 Actual	FY2019 Original	FY2019 Amended	FY2020 Adopted
Full-Time Equivalents (FTE's)		X.XX	X.XX	X.XX	X.XX
Major Budget Variances	4				
<ul style="list-style-type: none"> •Funding for personnel reflects a 2.5% market adjustment and a fiscal year flat rate adjustment of \$500 per eligible, full-time employee / \$250 per eligible, part-time employee, effective July 1. An increase in health insurance is also programmed. •Internal Services: Information Technology is based on the proportionate share of allocated IT related charges such as service contracts for computer data circuits and network maintenance and purchases of data processing equipment. The allocation is based on the department's number of desktops and/or mobile units. The increase is attributable to the increase in number and costs of maintenance service contracts on new technology. •Funding for Contractual Services increased for the annual audit and increased advertising costs. •Increased funding is provided in Other Charges for dues & memberships. 					

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Board of Supervisors Strategic Priorities

At its January 29, 2016 Retreat, the Board of Supervisors identified the six Strategic Priorities to serve as the guiding principles for delivering programs and services to the citizens of York County. Subsequent to this retreat, these priorities were refined and action goals were identified as well as a baseline set of initiatives, metric, and measurable outcomes and a system for reporting progress and accomplishments. Each year they have been reviewed with the Board of Supervisors for any modifications as well as reporting the progress and the accomplishments.

Exemplary Public Safety

Devote leadership and resources necessary to ensure and sustain EXEMPLARY PUBLIC SAFETY functions

- Implemented revised Waterfront Crowd Management and Safety Program
- Invested in new positions for Fire and Life Safety and Sheriff's Department
- Adopted the Virginia Retirement System safety multiplier as a recruitment and retention tool
- New Fire station under construction to be completed in Fall of 2019
- Invested in new equipment including fire apparatus, medic units and mobile command vehicle
- State of the art technology being deployed at the Emergency Communication Center

Quality Education Opportunities

Facilitate QUALITY EDUCATION OPPORTUNITIES for all County citizens

- Enhanced Capital Improvements Plan for major School Division facilities
- Design work underway for the expansion and renovation of the Yorktown Library
- New and expanded programs offered at the library and senior center
- Enhanced training for staff to include a 3-part Leadership Development Series

Board of Supervisors Strategic Priorities

Quality Economic Development

Facilitate QUALITY ECONOMIC DEVELOPMENT that is sensitive to community character and the environment

- Route 17 site readied for redevelopment
- Riverside Rehabilitation Hospital under construction
- Initiated Go Virginia application and received funding to pursue creation of a regional Unmanned Aircraft Testing Facility.
- Partnered with other localities creating the Regional Facility Authority
- Expanded Market Days and Cabin Fever Concerts and re-branded and expanded Summer Concert Series

Effective and Outstanding Communication and Civic

Institutionalize EFFECTIVE and OUTSTANDING COMMUNICATION and CIVIC ENGAGEMENT opportunities amongst and between the Board of Supervisors, Citizens, Boards and Commissions, and County Staff

- Implemented transparency initiatives to include posting of the weekly Board of Supervisors Correspondence Package on the County website
- Updated graphics for Citizen News, Board presentation backgrounds
- Expanded to 24-hour program schedule with numerous new programs and features
- New proactive use of social media and website upgrades to communicate with residents and staff
- Implemented digital deliverables including Rainout Line, emergency messaging protocols, York-Poquoson Sheriff's Office app and Capital Projects Interactive map

Board of Supervisors Strategic Priorities

Excellent Customer Service

Instill EXCELLENT CUSTOMER SERVICE as an organizational value, expectation and outcome

- Continued to provide customer service survey reports to managers and supervisors reporting quarterly the results
- Consistently received positive customer service ratings on surveys
- Implemented Phase I of the Tyler Technologies Munis ERP system for the County and Schools. Phase II started with a go-live date of January 1, 2020
- Increased number of employees participation in the Leadership Development Series

Environmental Stewardship

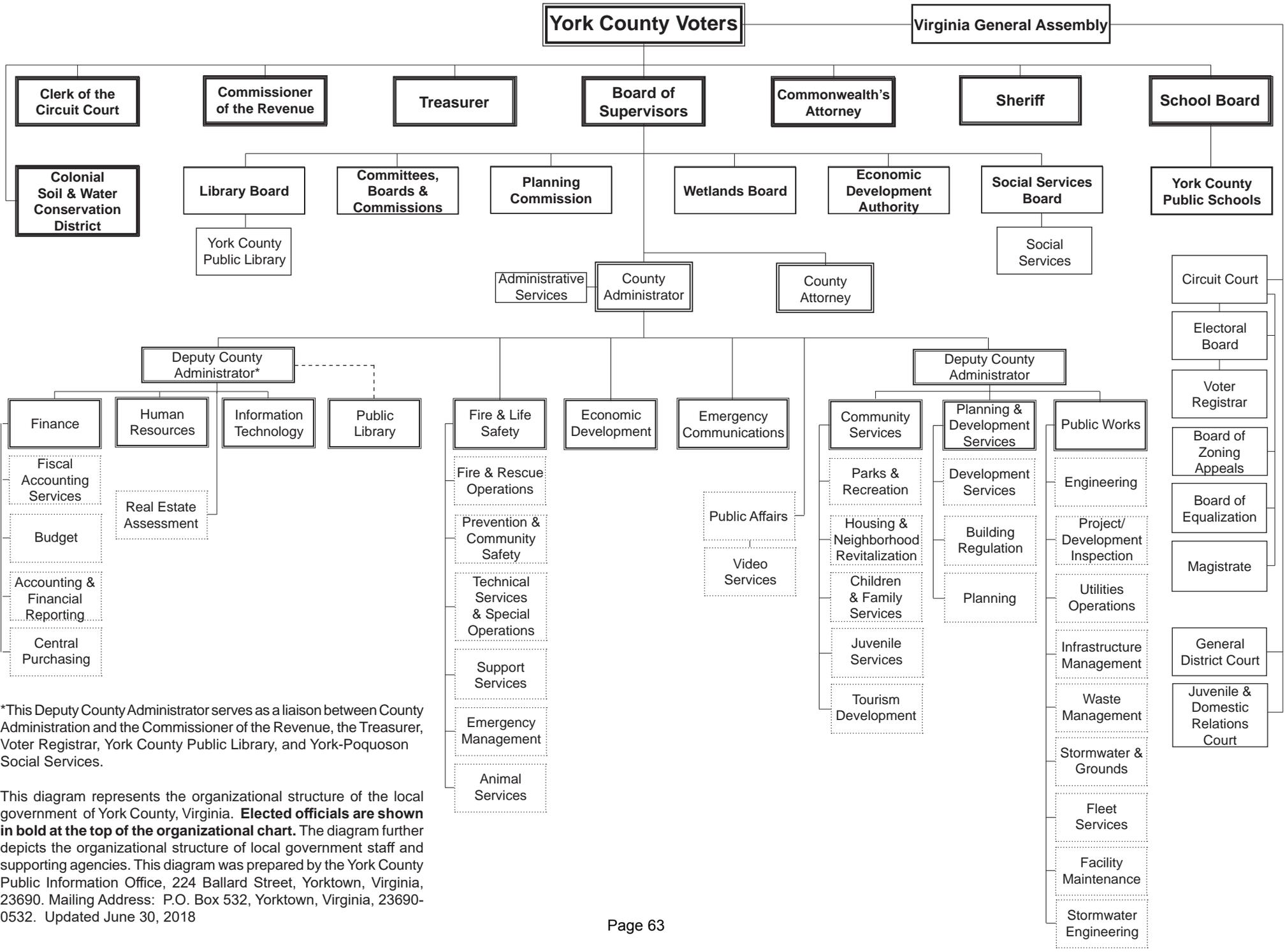
Protect and respect the County's natural and built attributes through balanced and cost effective ENVIRONMENTAL STEWARDSHIP

- Installed electric charging stations at key locations
- Increased outreach and public education for environmental initiative by the establishment of an Outreach Coordinator Position
- Converted several County buildings to be Energy Star Compliant
- Fire Station #1 designed to be LEED (Leadership in Energy and Environmental Design) certified

The Strategic Priorities developed provides focus and direction for the allocation of staff resources and priorities and identifies a comprehensive series of Action Goals and Initiatives that guided County departments and agencies for preparation of their fiscal year 2019-2020 budget requests.

Likewise, recommendations made by both the Capital Improvements Program (CIP) Committee and the Budget Review Committee were guided by the priorities outlined in the document.

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*This Deputy County Administrator serves as a liaison between County Administration and the Commissioner of the Revenue, the Treasurer, Voter Registrar, York County Public Library, and York-Poquoson Social Services.

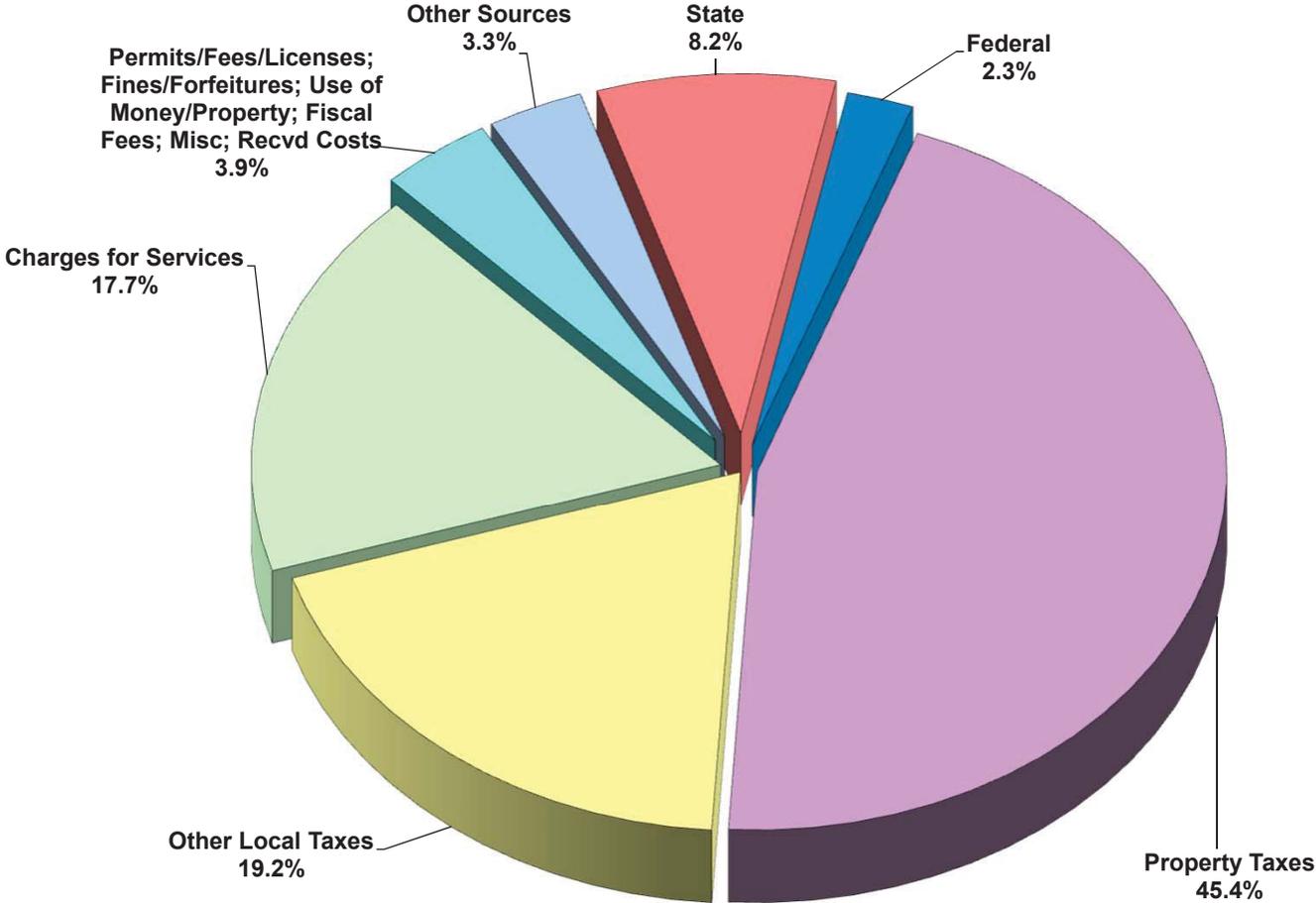
This diagram represents the organizational structure of the local government of York County, Virginia. **Elected officials are shown in bold at the top of the organizational chart.** The diagram further depicts the organizational structure of local government staff and supporting agencies. This diagram was prepared by the York County Public Information Office, 224 Ballard Street, Yorktown, Virginia, 23690. Mailing Address: P.O. Box 532, Yorktown, Virginia, 23690-0532. Updated June 30, 2018

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**Summary of Funding Sources By Type
Fiscal Year 2020**

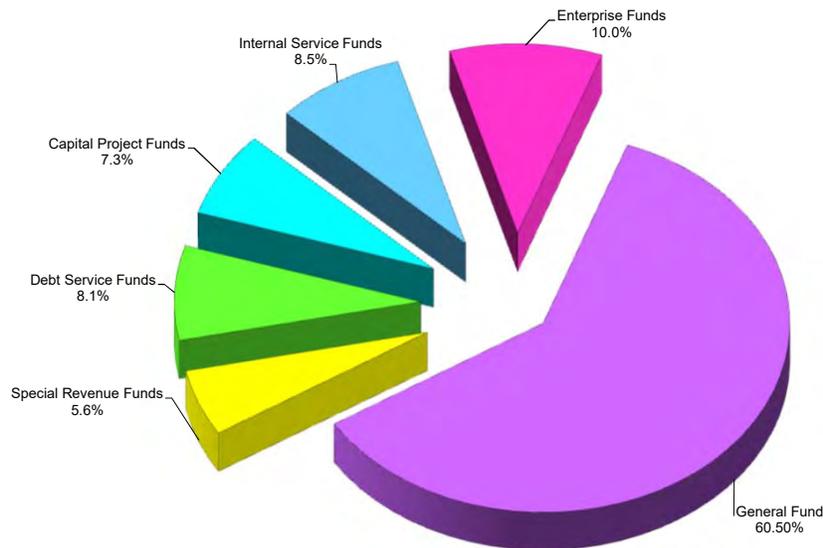
Description	FY2017	FY2018	FY2019	FY2019	FY2020
	Actual Revenues	Actual Revenues	Original Revenues	Adopted Budget Amended on July 17, 2018	Adopted Revenue
General Fund (Major)					
Property Taxes	\$ 88,103,010	\$ 90,146,330	\$ 89,305,000	\$ 89,305,000	\$ 92,371,808
Other Local Taxes	31,446,144	26,818,680	26,514,000	30,514,000	31,861,000
Permits, Fees and Regulatory Licenses	680,369	1,037,354	800,000	800,000	950,000
Fines and Forfeitures	332,090	345,783	329,000	329,000	343,000
Use of Money and Property	477,493	741,335	822,000	822,000	779,500
Charges for Services	2,211,206	2,305,847	2,235,000	2,235,000	2,235,000
Fiscal Agent Fees & Administration	230,967	233,065	238,000	238,000	238,000
Miscellaneous	273,823	328,379	195,000	195,000	165,000
Recovered Costs	1,395,950	1,435,686	1,367,000	1,367,000	1,368,000
State	13,927,222	13,923,797	13,577,000	13,577,000	13,381,000
Federal	559,406	569,361	428,000	428,000	613,000
Other Sources	3,536,899	2,539,507	1,907,000	2,192,000	2,116,692
	<u>143,174,579</u>	<u>140,425,124</u>	<u>137,717,000</u>	<u>142,002,000</u>	<u>146,422,000</u>
Non-major Funds (Aggregate)					
Property Taxes	331,562	397,775	321,204	321,204	299,647
Other Local Taxes	1,735,223	7,408,140	7,290,600	7,290,600	7,350,600
Fines and Forfeitures	7,283	8,177	8,000	8,000	9,500
Use of Money and Property	654,807	902,126	711,171	711,171	822,457
Charges for Services	30,161,677	32,503,206	32,976,220	32,976,220	33,805,083
Miscellaneous	1,719,664	3,667,954	1,971,182	1,971,182	1,690,906
Recovered Costs	386,057	1,553,122	1,529,694	1,529,694	1,524,070
State	1,540,150	1,873,147	2,920,915	2,920,915	3,400,644
Federal	3,980,538	4,120,344	3,908,635	3,908,635	4,074,161
Other Sources	40,445,363	48,368,037	28,348,452	32,786,577	36,142,524
	<u>80,962,324</u>	<u>100,802,028</u>	<u>79,986,073</u>	<u>84,424,198</u>	<u>89,119,592</u>
Total					
Property Taxes	\$ 88,434,572	\$ 90,544,105	\$ 89,626,204	\$ 89,626,204	\$ 92,671,455
Other Local Taxes	33,181,367	34,226,820	33,804,600	37,804,600	39,211,600
Permits, Fees and Regulatory Licenses	680,369	1,037,354	800,000	800,000	950,000
Fines and Forfeitures	339,373	353,960	337,000	337,000	352,500
Use of Money and Property	1,132,300	1,643,461	1,533,171	1,533,171	1,601,957
Charges for Services	32,372,883	34,809,053	35,211,220	35,211,220	36,040,083
Fiscal Agent Fees & Administration	230,967	233,065	238,000	238,000	238,000
Miscellaneous	1,993,487	3,996,333	2,166,182	2,166,182	1,855,906
Recovered Costs	1,782,007	2,988,808	2,896,694	2,896,694	2,892,070
State	15,467,373	15,796,944	16,497,915	16,497,915	16,781,644
Federal	4,539,944	4,689,705	4,336,635	4,336,635	4,687,161
Other Sources	43,982,262	50,907,544	30,255,452	34,978,577	38,259,216
	<u>224,136,904</u>	<u>241,227,152</u>	<u>217,703,073</u>	<u>226,426,198</u>	<u>235,541,592</u>
Transfers	(22,840,581)	(23,550,711)	(18,825,876)	(23,264,001)	(31,507,808)
Total - Net	<u>201,296,323</u>	<u>217,676,441</u>	<u>198,877,197</u>	<u>203,162,197</u>	<u>204,033,784</u>
Projected Fund Balance, beginning					64,355,712
Projected Fund Balance, ending					<u>(57,972,076)</u>
					<u>210,417,420</u>

Funding Sources By Type



**Summary of Expenditures/Expenses by Function
Fiscal Year 2020**

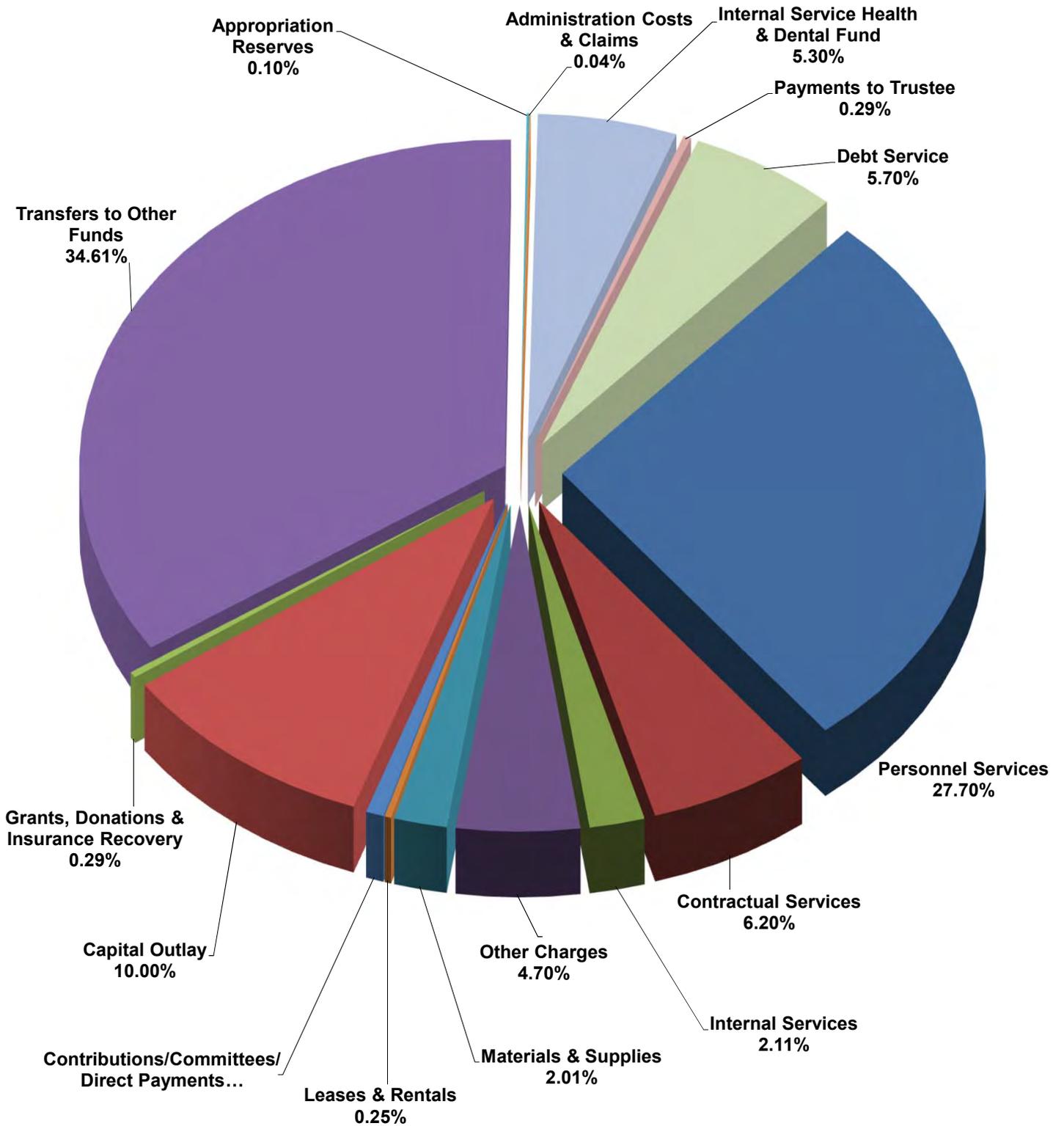
Description	FY2017 Actual Expenditures/ Expenses	FY2018 Actual Expenditures/ Expenses	FY2019 Original Expenditures/ Expenses	FY2019 Adopted Budget Amended on July 17, 2018	FY2020 Adopted Expenditures/ Expenses
General Fund					
Administrative Services	\$ 2,603,501	\$ 2,764,435	\$ 2,854,639	\$ 2,854,639	\$ 3,117,796
Judicial Services	2,701,912	2,897,936	3,096,337	3,096,337	3,281,999
Public Safety	31,451,358	33,453,204	34,327,335	34,612,335	36,679,503
Planning & Development Services	2,123,871	2,228,586	2,417,008	2,417,008	2,565,728
Management Services	8,216,329	8,972,986	8,861,110	8,861,110	9,537,676
Education & Educational Services	60,602,559	62,909,526	64,126,858	64,126,858	65,996,541
Human Services	3,470,338	3,600,576	3,914,638	3,914,638	3,973,947
Public Works	8,358,484	8,269,645	8,955,875	8,955,875	9,280,907
Community Services	2,848,415	2,904,498	3,266,644	3,266,644	3,258,864
Capital Outlay & Fund Transfers	9,639,683	4,753,232	4,445,130	8,445,130	7,040,080
Non-Departmental	1,565,122	1,657,607	1,451,426	1,451,426	1,688,959
Special Revenue Funds					
Tourism Fund	3,734,041	4,027,770	3,430,500	3,430,500	3,593,320
Social Services Fund	6,280,953	6,886,619	7,057,942	7,057,942	7,292,257
Law Library Fund	8,784	5,017	9,000	9,000	7,500
Children and Family Services Fund	1,345,148	1,394,072	1,422,986	1,422,986	1,532,567
Community Development Authority Revenue Account Fund	903,890	981,450	896,804	896,804	875,247
Grant Fund	-	-	376,000	376,000	365,000
Debt Service Funds					
County Debt Service Fund	3,019,081	13,286,850	5,846,327	5,846,327	3,540,080
School Debt Service Fund	15,184,272	15,508,019	14,696,780	14,696,780	15,976,061
Capital Project Funds					
Stormwater Management Fund	732,639	1,270,782	2,951,264	2,951,264	2,361,264
Yorktown Capital Improvements Fund	-	-	-	-	-
County Capital Fund	5,142,761	5,540,878	7,085,960	7,085,960	15,185,644
Internal Service Funds					
Workers' Compensation Fund	339,385	389,368	322,699	322,699	327,097
Revenue Stabilization Reserve Fund	1,110,421	600,000	1,300,000	1,300,000	780,000
Vehicle Maintenance Fund	3,612,762	3,836,649	4,557,400	4,557,400	5,160,875
Other Post-Employment Benefits Fund	-	-	-	-	-
Health & Dental Insurance Fund	12,161,281	9,602,651	12,913,900	13,113,900	12,831,960
Information Technology Fund	-	-	1,554,476	1,554,476	1,452,541
Enterprise Funds					
Solid Waste Management Fund	3,941,560	4,404,431	4,749,553	4,749,553	5,729,571
Water Utility Fund	443,415	1,745,705	344,057	344,057	544,257
Sewer Utility Fund	12,480,247	16,567,948	14,521,578	14,521,578	13,604,029
Yorktown Operations Fund	91,986	85,871	161,201	161,201	199,351
Regional Radio Project Fund	2,599,181	3,975,784	4,073,552	4,073,552	4,144,607
Total	206,713,379	224,522,095	225,988,979	230,473,979	241,925,228
Transfers	(22,840,581)	(26,684,454)	(18,825,876)	(23,264,001)	(31,507,808)
Total - Net	\$ 183,872,798	\$ 197,837,641	\$ 207,163,103	\$ 207,209,978	\$ 210,417,420



**Summary of Expenditures/Expenses by Type
Fiscal Year 2020**

Description	FY2017 Actual Expenditures/ Expenses	FY2018 Original Expenditures/ Expenses	FY2019 Adopted Expenditures/ Expenses	FY2019 Adopted Budget Amended on July 17, 2018	FY2020 Adopted Expenditure/ Expenses
General Fund (Major)					
Personnel Services	\$ 46,040,078	\$ 48,834,275	\$ 50,288,021	\$ 50,428,925	\$ 52,636,580
Contractual Services	9,091,049	9,443,492	9,212,509	9,212,509	10,141,909
Internal Services	2,420,291	2,525,998	3,533,668	3,553,668	4,115,627
Other Charges	2,685,355	2,631,568	2,722,803	2,734,003	2,848,524
Materials & Supplies	1,621,217	1,666,378	2,044,793	2,047,689	2,126,862
Leases & Rentals	434,804	436,086	436,654	436,654	524,690
Contributions/Committees/Direct Payments	56,358	70,000	70,600	70,600	74,226
Capital Outlay	528,869	490,539	288,705	398,705	299,185
Grants, Donations & Insurance Recovery	331,665	358,114	209,600	209,600	178,866
Transfers to Other Funds	70,371,886	67,914,048	68,859,647	72,859,647	73,231,923
Appropriation Reserves	-	41,733	50,000	50,000	243,608
	<u>133,581,572</u>	<u>134,412,231</u>	<u>137,717,000</u>	<u>142,002,000</u>	<u>146,422,000</u>
Non-major Funds (Aggregate)					
Personnel Services	\$ 10,903,516	\$ 12,022,064	\$ 13,461,067	\$ 13,461,067	\$ 14,469,693
Contractual Services	4,074,362	3,999,194	4,751,848	4,751,848	4,860,077
Internal Services	684,500	614,901	753,794	753,794	982,003
Other Charges	6,852,151	6,818,795	7,274,517	7,274,517	8,499,085
Materials & Supplies	2,002,361	2,362,371	2,867,740	2,867,740	2,741,185
Leases & Rentals	133,177	95,767	106,857	106,857	82,522
Contributions/Committees/Direct Payments	1,958,968	2,097,105	2,138,218	1,588,218	1,577,182
Capital Outlay	11,492,436	18,132,896	17,637,144	17,739,019	23,836,050
Grants, Donations & Insurance Recovery	1,341	22,450	530,000	530,000	530,000
Transfers to Other Funds	11,161,252	10,537,808	11,013,285	11,461,410	10,501,269
Appropriation Reserves	1,000	113,255	33,073	33,073	-
Internal Service Health & Dental Fund	12,161,281	9,602,651	12,913,900	13,113,900	12,831,960
Payments to Trustee	751,640	824,450	735,404	735,404	709,055
Debt Service	10,882,180	22,815,246	13,950,132	13,950,132	13,778,147
Administration Costs & Claims	71,642	50,911	105,000	105,000	105,000
	<u>73,131,807</u>	<u>90,109,864</u>	<u>88,271,979</u>	<u>88,471,979</u>	<u>95,503,228</u>
Total					
Personnel Services	\$ 56,943,594	\$ 60,856,339	\$ 63,749,088	\$ 63,889,992	\$ 67,106,273
Contractual Services	13,165,411	13,442,686	13,964,357	13,964,357	15,001,986
Internal Services	3,104,791	3,140,899	4,287,462	4,307,462	5,097,630
Other Charges	9,537,506	9,450,363	9,997,320	10,008,520	11,347,609
Materials & Supplies	3,623,578	4,028,749	4,912,533	4,915,429	4,868,047
Leases & Rentals	567,981	531,853	543,511	543,511	607,212
Contributions/Committees/Direct Payments	2,015,326	2,167,105	2,208,818	1,658,818	1,651,408
Capital Outlay	12,021,305	18,623,435	17,925,849	18,137,724	24,135,235
Grants, Donations & Insurance Recovery	333,006	380,564	739,600	739,600	708,866
Transfers to Other Funds	81,533,138	78,451,856	79,872,932	84,321,057	83,733,192
Appropriation Reserves	1,000	154,988	83,073	83,073	243,608
Administration Costs & Claims	71,642	50,911	105,000	105,000	105,000
Internal Service Health & Dental Fund	12,161,281	9,602,651	12,913,900	13,113,900	12,831,960
Payments to Trustee	751,640	824,450	735,404	735,404	709,055
Debt Service	10,882,180	22,815,246	13,950,132	13,950,132	13,778,147
	<u>206,713,379</u>	<u>224,522,095</u>	<u>225,988,979</u>	<u>230,473,979</u>	<u>241,925,228</u>
Transfers	<u>(22,840,581)</u>	<u>(23,550,711)</u>	<u>(18,825,876)</u>	<u>(23,264,001)</u>	<u>(31,507,808)</u>
Total - Net	<u>183,872,798</u>	<u>200,971,384</u>	<u>207,163,103</u>	<u>207,209,978</u>	<u>210,417,420</u>

Expenditures By Type



**Summary of Funding Sources and Expenditures/Expenses
Fiscal Year 2020 Adopted Budget**

	Major - General Fund	Special Revenue Funds	Debt Service Funds	Capital Project Funds	Internal Service Funds	Enterprise Funds	Grand Total
Revenue							
Local	\$ 130,311,308	\$ 4,811,017	\$ -	\$ 174,000	\$ 4,396,250	\$ 20,320,813	\$ 160,013,388
State and Federal	13,994,000	5,889,605	170,900	1,080,000	105,000	291,300	21,530,805
Other Financing Sources	2,116,692	2,731,876	19,345,241	12,949,767	13,902,724	2,951,099	53,997,399
	<u>\$ 146,422,000</u>	<u>\$ 13,432,498</u>	<u>\$ 19,516,141</u>	<u>\$ 14,203,767</u>	<u>\$ 18,403,974</u>	<u>\$ 23,563,212</u>	<u>\$ 235,541,592</u>
Expenditures/Expenses	\$ 146,422,000	\$ 13,665,891	\$ 19,516,141	\$ 17,546,908	\$ 20,552,473	\$ 24,221,815	\$ 241,925,228
Net Change in Fund Balance/Net Assets	\$ -	\$ (233,393)	\$ -	\$ (3,343,141)	\$ (2,148,499)	\$ (658,603)	\$ (6,383,636)
Beginning Fund Balance/Net Assets, July 1, 2019	23,332,522	701,363	27,159	14,698,100	16,309,723	9,286,845	64,355,712
Ending Fund Balance/Net Assets, June 30, 2020	<u>\$ 23,332,522</u>	<u>\$ 467,970</u>	<u>\$ 27,159</u>	<u>\$ 11,354,959</u>	<u>\$ 14,161,224</u>	<u>\$ 8,628,242</u>	<u>\$ 57,972,076</u>

**The fund balance for the non-major funds in the aggregate is projected to decrease in fiscal year 2020. The decrease is primarily attributable to an increase in capital projects. Reserve balances accumulated from excess local sources and set aside for future local matches to state and federal grants will be used. Also, capital reserve balances set aside for projects will be used, as planned in the 6-year CIP.*

Summary of Funding Sources and Expenditures/Expenses - Net Transfers
Fiscal Year 2020 Adopted Budget**

	Major - General Fund	Special Revenue Funds	Debt Service Funds	Capital Project Funds	Internal Service Funds	Enterprise Funds	Grand Total
Funding Sources							
Revenue							
Local	\$ 130,311,308	\$ 4,811,017	\$ -	\$ 174,000	\$ 4,396,250	\$ 20,320,813	\$ 160,013,388
State and Federal	13,994,000	5,889,605	170,900	1,080,000	105,000	291,300	21,530,805
Other Financing Sources	2,116,692	2,731,876	19,345,241	12,949,767	13,902,724	2,951,099	53,997,399
Less Interfund Transfers	(166,192)	(2,731,876)	(10,471,854)	(4,029,767)	(12,920,859)	(1,187,260)	(31,507,808)
	<u>\$ 146,255,808</u>	<u>\$ 10,700,622</u>	<u>\$ 9,044,287</u>	<u>\$ 10,174,000</u>	<u>\$ 5,483,115</u>	<u>\$ 22,375,952</u>	<u>\$ 204,033,784</u>
Beginning Fund Balance/Net Assets, July 1, 2019	23,332,522	701,363	27,159	14,698,100	16,309,723	9,286,845	64,355,712
Ending Fund Balance/Net Assets, June 30, 2020	(23,332,522)	(467,970)	(27,159)	(11,354,959)	(14,161,224)	(8,628,242)	(57,972,076)
	<u>\$ 146,255,808</u>	<u>\$ 10,934,015</u>	<u>\$ 9,044,287</u>	<u>\$ 13,517,141</u>	<u>\$ 7,631,614</u>	<u>\$ 23,034,555</u>	<u>\$ 210,417,420</u>
Expenditures/Expenses							
Expenditures/Expenses	\$ 146,422,000	\$ 13,665,891	\$ 19,516,141	\$ 17,546,908	\$ 20,552,473	\$ 24,221,815	\$ 241,925,228
Less Interfund Transfers	(27,831,787)	(1,714,533)	-	(400,268)	(170,210)	(1,391,010)	(31,507,808)
	<u>\$ 118,590,213</u>	<u>\$ 11,951,358</u>	<u>\$ 19,516,141</u>	<u>\$ 17,146,640</u>	<u>\$ 20,382,263</u>	<u>\$ 22,830,805</u>	<u>\$ 210,417,420</u>

***As a part of doing business, funds are transferred from one County fund to another. This usually occurs when the money is collected in one fund and allocated in another fund, such as debt service payments. Interfund transfers have been netted from the total budget figures shown above to eliminate duplication of transactions.*

SCHEDULE OF DEBT OBLIGATIONS

	<u>Maturity</u>	<u>Original Issue</u>	<u>Principal Outstanding 7/1/2019</u>	<u>Adopted FY2020</u>			
				<u>Principal</u>	<u>Interest</u>	<u>Other Debt Service Expenditures/ Expenses</u>	<u>Total Requirements</u>
<u>Debt Service Funds</u>							
<u>General Obligation Bonds</u>							
2002 VPSA School Bonds	7/15/2022	\$ 7,715,000	\$ 2,180,000	\$ 505,000	\$ 92,790	\$ 605	\$ 598,395
2003 VPSA School Bonds	7/15/2023	3,875,000	1,360,000	245,000	62,500	605	308,105
2005 VPSA School Bonds	7/15/2025	14,905,000	6,975,000	855,000	320,235	605	1,175,840
2010 VPSA Qualified School Construction Bonds	6/1/2027	1,120,000	535,000	65,000	59,472	1,000	125,472
2012 VPSA School Bonds	7/15/2032	6,925,000	5,480,000	285,000	241,069	770	526,839
2014 VPSA School Bonds	1/15/2035	8,530,000	7,465,000	320,000	310,253	770	631,023
2014B VPSA Refunding School Bonds	7/15/2026	8,290,000	5,660,000	600,000	241,018	605	841,623
2015A VPSA Refunding School Bonds	7/15/2028	4,305,000	3,380,000	265,000	170,729	770	436,499
2016 VPSA School Bonds	7/15/2036	11,575,000	10,815,000	410,000	382,293	770	793,063
2017 VPSA School Bonds	7/15/2037	8,100,000	7,845,000	265,000	306,075	950	572,025
2016B VPSA Refunding School Bonds	7/15/2029	3,035,000	2,650,000	200,000	92,395	770	293,165
2018 VPSA School Bonds	7/15/2038	7,850,000	7,850,000	245,000	314,014	1,000	560,014
2019 VPSA School Bonds	7/15/2039	<u>7,850,000</u>	<u>7,850,000</u>	<u>-</u>	<u>227,698</u>	<u>1,000</u>	<u>228,698</u>
		<u>94,075,000</u>	<u>70,045,000</u>	<u>4,260,000</u>	<u>2,820,541</u>	<u>10,220</u>	<u>7,090,761</u>
<u>Capital Leases</u>							
2010 E911 Equipment/Computer Aided Dispatch	12/1/2020	<u>3,035,627</u>	<u>870,527</u>	<u>443,463</u>	<u>32,427</u>	<u>-</u>	<u>475,890</u>
<u>Lease Revenue Bonds</u>							
2014 Lease Revenue Refunding Bonds	7/15/2023	9,865,000	4,705,000	1,115,000	177,050	2,500	1,294,550
2016A VFPF VRA	10/1/2029	10,375,000	10,375,000	735,000	476,309	1,000	1,212,309
2018 VRA Lease Revenue Bond	7/1/2040	<u>8,172,000</u>	<u>7,555,000</u>	<u>230,000</u>	<u>324,831</u>	<u>2,500</u>	<u>557,331</u>
		<u>28,412,000</u>	<u>22,635,000</u>	<u>2,080,000</u>	<u>978,190</u>	<u>6,000</u>	<u>3,064,190</u>
<u>Revenue Bonds</u>							
2010A Sewer Revenue Bonds	6/30/2020	635,000	165,000	165,000	7,013	-	172,013
2010B Sewer Revenue Bonds	6/30/2040	13,000,000	13,000,000	-	854,398	2,500	856,898
2016C Sewer Revenue Refunding Bonds	10/1/2028	<u>6,540,000</u>	<u>5,780,000</u>	<u>405,000</u>	<u>281,222</u>	<u>2,500</u>	<u>688,722</u>
		<u>20,175,000</u>	<u>18,945,000</u>	<u>570,000</u>	<u>1,142,633</u>	<u>5,000</u>	<u>1,717,633</u>
Total All Issues		<u>\$ 145,697,627</u>	<u>\$ 112,495,527</u>	<u>\$ 7,353,463</u>	<u>\$ 4,973,791</u>	<u>\$ 21,220</u>	<u>\$ 12,348,474</u>

Payments to Agencies

<u>Fund</u>		<u>FY2020</u> <u>Adopted</u>
	<u>Required By State Code</u>	
General Fund	Colonial Community Corrections	\$ 109,048
General Fund	York Poquoson Social Services Comprehensive Services Act	435,480
	Local Match - Programs/Operations	1,996,396
	Sub-total Required By State	<u>\$ 2,540,924</u>
	<u>Contractual</u>	
General Fund	Boys & Girls Club of the Virginia Peninsula	\$ 100,000
General Fund	Child Development Resources (First Steps Child Care)	115,662
General Fund	Colonial Group Home Commission	617,374
General Fund	Heritage Humane Society	15,000
General Fund	Middle Peninsula Juvenile Detention Commission Merrimac Center	340,862
General Fund	Peninsula Health District	343,506
General Fund	Peninsula Regional Animal Shelter	193,222
General Fund	Virginia Peninsula Mayors & Chairs Commission on Homelessness	14,454
General Fund	Virginia Peninsula Regional Jail	2,346,629
General Fund	Williamsburg Regional Library	644,301
General Fund	YMCA - Upper County Center	75,000
	Sub-total Contractual	<u>\$ 4,806,010</u>
	<u>Regional Partnerships & Commitments</u>	
General Fund	Colonial Behavioral Health	\$ 883,000
General Fund	Economic Development Authority	33,000
General Fund	Greater Williamsburg Partnership	55,500
General Fund	Hampton Roads Military & Federal Facilities Alliance	34,445
	Hampton Roads Planning District Commission	
General Fund	Member Contribution	57,766
General Fund	Metropolitan Medical Response System (MMRS)	13,778
General Fund	FIN-HRCCS	3,889
General Fund	Legal Support	5,649
Stormwater Fund	Regional Stormwater Program	12,509
Sewer Fund	Wastewater Programs	3,262
Sewer Fund	Special Assessment for UAWG Planner	3,976
Water Utility Fund	Sea Level	4,533
Water Utility Fund	Regional Water Programs	5,302
General Fund	Magistrate	2,000
General Fund	Peninsula Council for Workforce Development	28,910
General Fund	Thomas Nelson Community College	
	Capital Program	91,229
	Peninsula Work Force Development Center	21,000
	Thomas Nelson Workforce Center Lease	23,829
	Sub-total Regional Partnerships & Commitments	<u>\$ 1,283,577</u>
	<u>Tourism Related</u>	
Tourism Fund	Daughters of the American Revolution Comte de Grasse Chapter	\$ 8,500
Tourism Fund	Historic Triangle Marketing Fund	550,000
Tourism Fund	Greater Williamsburg Chamber & Tourism Alliance	438,600
Tourism Fund	Jamestown-Yorktown Foundation	100,000
Tourism Fund	Watermen's Museum	30,000
Tourism Fund	Williamsburg Area Transit Authority	381,000
Tourism Fund	York County Historical Committee	7,500
Tourism Fund	York County Historical Museum	5,000
Tourism Fund	Yorktown Foundation	
	Administrative Support	5,000
	Celebrate Yorktown Committee - Symphony	5,000
	Tall Ships Committee	7,000
	Virginia Air & Space Center	10,000
	Sub-total Tourism Related	<u>\$ 1,547,600</u>
	<u>Community Services (Discretionary)</u>	
General Fund	Housing Partnerships Inc.	\$ 10,000
General Fund	Lackey Clinic	22,866
General Fund	Virginia Peninsula Chamber of Commerce	2,500
General Fund	Williamsburg Area Medical Assistance Corp (Olde Towne)	105,053
General Fund	York County Arts Commission	70,000
General Fund	York County Chamber of Commerce	20,000
	Sub-total Community Services	<u>\$ 230,419</u>
	Total	<u>\$ 10,408,530</u>

Payments to Agencies - Community Services Grants
Funding from the General Fund

<u>Agency Name</u>	<u>FY2020 Adopted</u>
American Red Cross Hampton Roads Chapter	\$ 1,500
Avalon Center	3,800
Colonial Court Appt Spec Advocates (CASA)	2,000
Community Brain Injury Services/ The Denbigh House	1,500
Hospice House and Support Care of Williamsburg	2,680
Natasha House, Inc.	5,400
Peninsula Agency on Aging, Inc.	4,000
The Arc of Greater Williamsburg	1,500
Transitions Family Violence	3,800
Virginia Peninsula Food Bank	5,000
Virginia Cooperative Extension 4-H Program	880
Williamsburg Area Faith in Action	1,900
Williamsburg - Meals on Wheels	2,400
York County - Meals on Wheels	5,000
Total	<u><u>\$ 41,360</u></u>

Summary of Total Entity Funded Full-time Equivalents (FTEs)

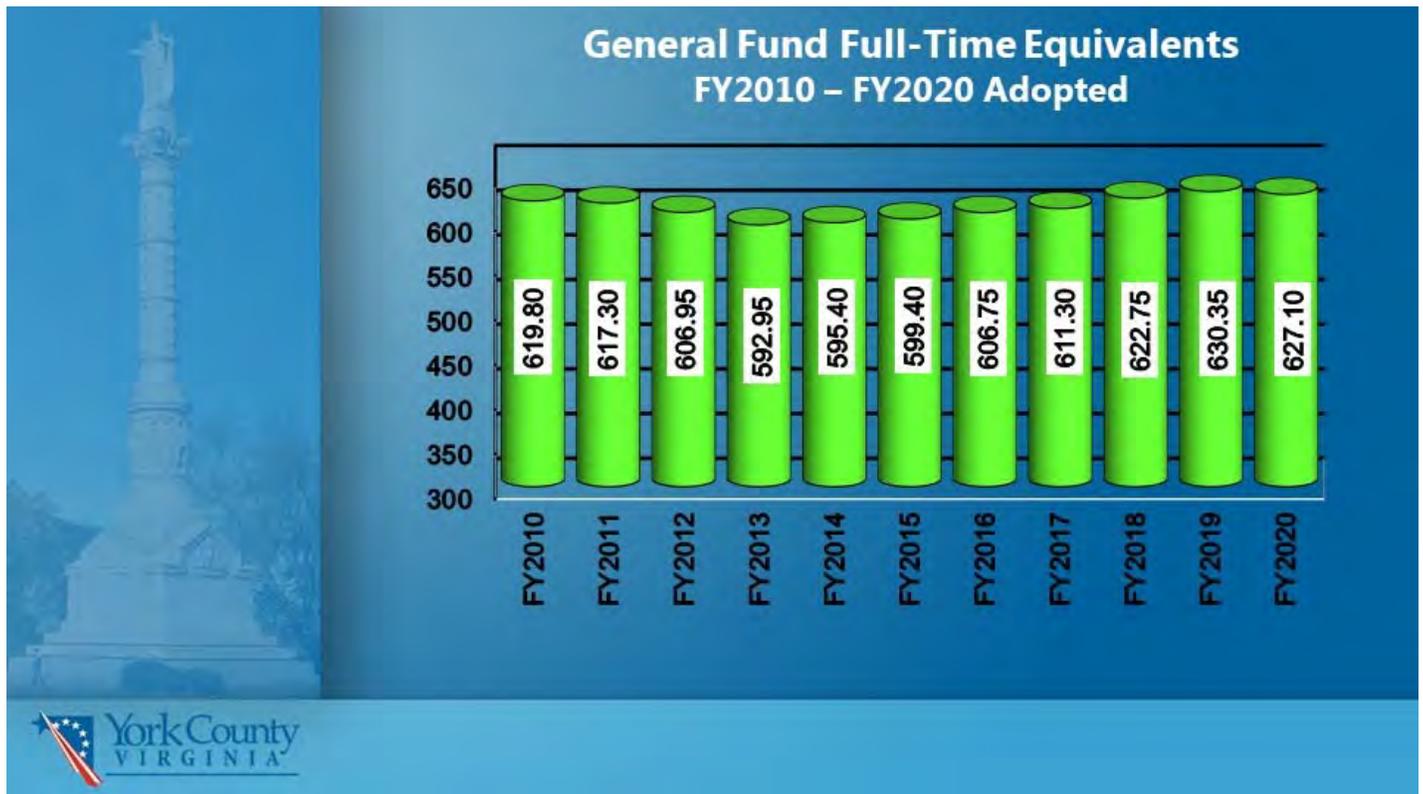
		<u>Actual FY2018</u>	<u>Original FY2019</u>	<u>Amended FY2019</u>	<u>Adopted FY2020</u>	<u>Change in FTE's</u>
General Fund	Fund 10					
Board of Supervisors	10111	1.00	1.00	1.00	1.00	-
County Administration	10121	4.50	4.55	4.55	5.55	1.00
Public Affairs	10122	4.00	4.00	4.00	4.00	-
Video Services	10123	5.50	5.50	5.50	3.50	(2.00)
County Attorney	10124	3.00	4.00	4.00	4.00	-
General Registrar's Office	10131	3.50	3.50	3.50	3.50	-
Circuit Court	20211	1.50	1.50	1.50	1.50	-
Clerk of the Circuit Court	20214	14.00	14.00	14.00	14.00	-
Commonwealth's Attorney	20221	12.75	12.75	12.75	12.75	-
Victim-Witness Assistance Program	20222	3.00	3.00	3.00	3.00	-
Domestic Violence Program	20223	0.75	0.75	0.75	0.75	-
Sheriff General Operations	30311	18.50	18.50	18.50	14.50	(4.00)
Law Enforcement	30312	57.00	59.00	59.00	57.00	(2.00)
Investigations	30313	14.00	14.00	14.00	14.00	-
Civil Operations/Court Security	30314	18.00	18.00	18.00	18.00	-
Sheriff Community Services	30316	5.00	5.00	7.00	13.00	6.00
Fire & Life Safety Administration	30320	1.50	4.50	4.50	4.50	-
Fire & Rescue Operations	30321	133.50	133.50	133.50	133.50	-
Technical Services & Special Operations	30322	4.00	3.00	3.00	3.00	-
Prevention & Community Safety	30323	3.00	3.00	3.00	3.00	-
Fire & Life Safety Support Services	30324	-	3.00	3.00	3.00	-
Animal Services	30352	2.00	2.00	2.00	2.00	-
Emergency Management	30355	2.50	1.50	1.50	1.50	-
Emergency Communications	30356	45.50	45.00	45.00	44.75	(0.25)
Planning & Development Svcs Administration	40299	-	2.00	2.00	2.00	-
Building Regulation	40341	13.00	13.00	13.00	13.00	-
Development Services	40816	9.00	8.00	8.00	8.00	-
Finance	50119	2.25	2.25	2.25	2.25	-
Information Technology	50121	19.50	20.50	20.50	21.50	1.00
Human Resources	50122	6.50	7.00	8.00	8.00	-
Accounting & Financial Reporting	50123	4.00	4.00	4.00	4.00	-
Budget	50124	4.00	4.00	4.00	4.00	-
Fiscal Accounting Services	50125	10.00	9.00	9.00	9.00	-
Commissioner of the Revenue	50126	18.25	18.50	18.50	18.50	-
Treasurer	50127	12.00	12.00	12.00	12.00	-
Real Estate Assessment	50128	7.00	7.00	7.00	7.00	-
Central Purchasing	50129	5.00	5.00	5.00	5.00	-
Planning	50811	4.25	3.00	3.00	3.00	-
Office of Economic Development	50920	3.00	3.00	3.00	3.00	-
Library Services	60731	32.00	32.50	32.50	32.50	-
Public Works Administration	70119	2.45	2.00	2.00	2.00	-
Engineering & Facility Maintenance	70431	19.00	17.50	17.50	17.50	-
Grounds Maintenance & Construction	70434	38.00	37.00	37.00	37.00	-
Stormwater Operations	70446	20.80	20.80	20.80	28.55	7.75
Stormwater Engineering	70447	7.75	7.75	7.75	-	(7.75)
Mosquito Control	70512	3.00	3.00	3.00	3.00	-
Community Services Administration	81119	3.00	3.00	3.00	3.00	-
Housing	81547	7.00	7.00	7.00	6.00	(1.00)
Parks, Recreation & Tourism*	81712	14.00	14.00	13.00	12.00	(1.00)
Freight Shed	81714	-	-	1.00	-	(1.00)
Total General Fund	Fund 10	622.75	627.35	630.35	627.10	(3.25)
Workers' Compensation Fund	Fund 6	-	1.00	1.00	1.00	-
Tourism Fund	Fund 8	4.00	4.00	4.00	6.50	2.50
Social Services Fund	Fund 13	61.20	61.70	61.70	63.70	2.00
Yorktown Improvements Fund	Fund 28	-	-	-	0.50	0.50
Regional Radio Project Fund	Fund 30	-	0.50	0.50	0.75	0.25
Children & Family Services Fund	Fund 51	23.40	23.40	23.40	23.40	-
County Capital Fund	Fund 79	-	0.50	0.50	0.50	-
Vehicle Maintenance Fund	Fund 12	11.37	12.05	12.05	12.05	-
Solid Waste Management Fund	Fund 21	12.13	12.70	12.70	12.70	-
Sewer Utility Fund	Fund 25	63.50	63.90	62.90	62.90	-
Total Non-General Funds		175.60	179.75	178.75	184.00	5.25
Total Entity		798.35	807.10	809.10	811.10	2.00
Total County (Less Social Services**)		737.15	745.40	747.40	747.40	-

** Social Services are State employees.

Summary of Total Entity Funded Full-time Equivalents (FTEs), cont'd

Notes: Changes from FY2019 Original Budget to FY2020 Adopted Budget

- (1) Reallocation of a Senior Administration Coordinator (1.00 FTE) from the Sewer Fund to County Administration.
- (2) Reflects the abolishment of the Video Services Manager position and the reallocation of a Video Engineer position from Video Services to the Information Technology division.
- (3) Funding was provided in the FY19 Amended Budget for two additional school resources officers.
- (4) Reallocation of 0.25 FTE for a Management Analyst position from Emergency Communications to the Regional Radio Fund.
- (5) A new Human Resource Analyst II position was approved in FY2019.
- (6) A reallocation of positions is due to the merger of the Stormwater Operations division and the Stormwater Engineering division within the General Fund.
- (7) A reclassification and a transfer of a Housing Technician position to a Recreation Supervisor I position from the Housing Division to the Parks & Recreation division.
- (8) A reallocation of a Operations Coordinator position (1.00 FTE) and a Facilities Services Assistant (1.00 FTE) transferred to the Tourism Fund. In addition, a reclassification and transfer of a Recreation Supervisor I position to a Dockmaster position (1.00 FTE) and split between the Tourism Fund and the Yorktown Operations Fund.
- (9) Reflects two additional positions within Social Services due to the Medicaid expansion.



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**Adopted
Capital Improvements Program
FY2020-FY2025**

Introduction

The County's Capital Improvements Program (CIP) is a six-year plan which addresses both repair and replacement of existing infrastructure as well as the construction or acquisition of new facilities and equipment to accommodate current and future demands for service. A capital expenditure must have an estimated expected useful life that exceeds five years and a cost of at least \$30,000 to qualify for inclusion in the CIP. The Board of Supervisors approves the six-year plan, however, the budget for only the first year is appropriated as part of the CIP.

The County's CIP is divided into five sections depending on the funding sources of the projects: General Fund, Vehicle Maintenance Fund, Solid Waste Fund, Water Utility Fund, and Sewer Utility Fund. The General Fund portion contains projects related to general governmental services in areas such as administrative services, facilities, facilities maintenance, public safety, parks and recreation, education and educational services, and information technology. The Solid Waste Fund contains projects that support the County's trash and recycling programs.

Financing of the CIP is provided on a pay-as-you-go basis or through debt issuance. Pay-as-you-go funding is provided from several sources including current tax revenues, interest earnings, revenues from other governmental agencies, cash proffers, and user fees for projects in funds other than the General Fund. Local revenues make up approximately (90%) of the General Fund revenues and therefore are the primary revenue source used to fund the General Fund projects, either on a pay-as-you-go basis or through debt service. Occasionally grants are available to fund projects, such as Virginia Department of Transportation (VDOT) shared road projects and some parks and recreation projects. Debt funding may include general obligation bonds, revenue bonds, or lease financing.

The School Division's CIP is proposed by the School Superintendent and presented to the School Board for revisions prior to proposal for approval by the Board of Supervisors. The School Board's adopted CIP is included toward the end of this document.

The County has elected to debt finance all of the School Division's CIP projects that have useful life projections equal to or greater than the length of the debt financing. In Virginia, school divisions are not able to issue debt, so the County must issue debt on their behalf. School divisions do, however, record the assets procured with debt

financing. At the time the CIP budget is adopted, the funding modeling is employed that reflects the current estimate of the amount of cash funding and debt financing that will be used to pay for the CIP projects. The funding sources included in the CIP document show the best estimates available at the time the document is prepared. However, circumstances are subject to change depending on cash funds available at the time the projects are undertaken. Whenever debt financing is indicated as a funding source, it is the County's intent to reimburse itself for any cash advanced prior to issuing the debt.

Methodology

The County's CIP process begins in August when departments are required to submit their projects for consideration for the next six year cycle. During the months of October and November, the CIP review committee (Committee) meets to receive presentations and briefings from the various project requestors and to discuss project merits and priorities. The Committee includes representatives from County departments, senior management staff and the School Division. The amount of funding for the next year is provided by the County Administrator and committee members independently provide their recommendations regarding which projects should be included within those funding constraints. The recommendations are sent to the County Administrator for review and realignment if necessary. After completion of the review process, the County Administrator's proposed CIP is presented to the Board during a work session and also referred to the Planning Commission for certification of consistency with the Comprehensive Plan. The Board provides comments and makes recommendations for changes as it finds necessary. Adoption of the CIP occurs at the time the fiscal year operating budget is adopted in May.

Committee evaluation and discussion factors include the following criteria:

- Legal requirements
- Criticality based on health and safety factors and maintenance and capacity issues
- Support of the Board of Supervisors' strategic priorities
- Magnitude of the benefit obtained
- Operating budget impact

While the Committee receives briefings on projects proposed to be funded through Internal Service Funds (e.g., Vehicle Maintenance) and Enterprise Funds (e.g., Solid Waste, Water and Sewer), it does not undertake a prioritization process for those projects since, for the most part, their prioritization and sequencing is determined in accordance with the evaluation criteria approved by the Board of Supervisors and the cash flow models for the specific funds. Likewise, the Committee does not adjust the projects and

priorities proposed by School Division representatives, as long as the projects proposed fall within the planning allocation amounts provided by the County.

FY 2020 Adopted CIP Projects

Following is a brief description of the capital projects that are adopted for fiscal year 2020 along with the Board of Supervisors' strategic priorities that are addressed and the amount of funding adopted. Submissions from the departments are included in this document and provide additional details about the projects as well as projects and amounts adopted for the remainder of the six year plan.

GENERAL FUND SUPPORTED PROJECTS

Administrative Services Projects

County Administration:

Exemplary Public Safety

Excellent Customer Service

Quality Educational Opportunities

Environmental Stewardship

Economic Development

Effective and Outstanding Communications and Civic Engagement

Building and Building Renovations:

\$1,500,000

Funding is for A & E services for the Law Enforcement Building. Construction is scheduled for FY2022.

\$1,300,000

Funding is for renovations in the Finance and Administration Building.

General Economic Development Activities:

\$250,000

Funding will support initiatives to encourage economic development or redevelopment by assisting with property assemblage, site preparation, infrastructure construction, etc.

Video Services Studio & York Hall Equipment Replacements:

\$60,000

Funding is for the replacement of equipment for the video services operations and studio facility improvements. The studio equipment allows Video Services to provide information to York County residents and students.

Public Safety Projects

Fire & Life Safety:

Exemplary Public Safety

Excellent Customer Service

Effective and Outstanding Communications and Civic Engagement

Replacement of Patient Stretchers/Stairchairs:

\$100,000

Funding is for the replacement of stretchers and stairchairs, which provides the mechanism for safely and securely moving/transporting injured or ill patients. The Virginia Department of Health (VDH) requires this equipment in all vehicles used for delivering advance life support emergency medical services.

Backup Power – Emergency Shelter & Disaster Support:

\$250,000

Funding is to provide necessary upgrades and replacements for current shelter back-up power capabilities, in particular, the Grafton School Complex which is the County's primary disaster shelter.

Fire Apparatus:

\$1,500,000

Funding is to replace existing older, less reliable apparatuses such as pumpers, pumper/tankers, an aerial ladder unit and advanced life support medic units.

Biomedical Equipment:

\$100,000

The Virginia Department of Health (VDS) requires specific equipment for the delivery of emergency medical services. There is an on-going 10-year (average) replacement cycle for biomedical equipment such as cardiac monitoring/defibrillation devices, suction and intubation devices. Funding is adopted to aggregate the amount needed at the required replacement cycle to avoid the necessity of appropriating a large amount in any given year.

Firefighting Personal Protective Clothing:

\$200,000

Funding will provide firefighters with the availability of a second set of protective clothing. It is necessary to fully decontaminate gear after every fire incident and/or other hazardous or carcinogenic exposure. This will prevent the wearing of contaminated/dirty gear potentially exposing the firefighter, as well as others in and around the gear, from being exposed to hazardous residue, much of which could be infectious.

Emergency Communication and Radio Maintenance:

Exemplary Public Safety

Excellent Customer Service

Effective and Outstanding Communications and Civic Engagement

Regional Radio Project:

\$650,000

The County's state of the art communications system requires periodic updates in order to keep the software platforms' technologies current for existing and future next-generation 9-1-1 systems' needs. Funding is adopted to aggregate an amount to supplement anticipated upgrades. This approach is consistent with other public safety related projects in order to smooth the funding required in any given year.

County Fire Alarm System:

\$60,000

Funding is for the replacement of the County's fire alarm system. The age of the current system makes it difficult for proper monitoring. Additionally, there are limited resources available for service and parts repair.

Education and Education Services Projects

Quality Educational Opportunities

Excellent Customer Service

Economic Development

Effective and Outstanding Communications and Civic Engagement

Yorktown Library Expansion:

\$5,300,000

Funding is for the expansion and renovation of the Yorktown Library project. The 10,000 square feet expansion with remodeling of 9,000 square feet of existing space will accommodate patron and programming needs.

Public Works Projects

Excellent Customer Service

Environmental Stewardship

Exemplary Public Safety

Quality Educational Opportunities

Effective and Outstanding Communications and Civic Engagement

Security in Public Buildings:

\$60,000

Funding will support an assessment of all County buildings and installation of appropriate security features and measures (locks, distress alarms, etc.) necessary to ensure employee and public safety.

Tennis/Basketball Court Repair:

\$110,000

Funding will support the life-cycle resurfacing, seal coating and color coating of the County's 34 existing tennis courts and 38 basketball courts at school and park sites.

HVAC Replacement:

\$360,000

Project components include: replacement of heat pumps or AC units; air-handlers, boilers, chillers, water heaters, control systems, geo-thermal system pumps, airmation units, cooling towers, etc. at various County buildings as failures occur or as useful/serviceable life is reached.

Parking Lot Repair:

\$130,000

Funding supports the construction of additional parking spaces at certain facilities, repaving or seal-coating of existing parking lots, repair / replacement of concrete curbs, and parking lot re-striping.

Building Maintenance & Repair:

\$650,000

Project components include: floor covering replacement; painting and miscellaneous repairs, maintenance and renovations; equipment and appliance replacements in various buildings; pier maintenance; and, conversion of parking lot lighting to LED to enhance energy efficiency and cost-savings.

Disability Compliance:

\$150,000

Project involves upgrading sidewalks, picnic tables and site fixtures to remove accessibility barriers and to meet standards for access and use by persons with disabilities.

Major Grounds, Repair & Maintenance:

\$100,000

Capital maintenance projects include brick paver repair, fence repair, bench and trash container replacement, repairs to the dock and piers at Riverwalk Landing and replacement of wooden guardrails at various park locations.

Grounds Maintenance Machinery & Equipment Replacement:

\$90,000

Funding supports the scheduled replacement of grounds maintenance equipment (tractors, forklifts, mowers, etc.) based on useful life and serviceability assessments.

Highway & Other Transportation Improvements:

\$1,000,000

Funding supports improvements to the transportation network. This includes new roadways and road or shoulder widening or elevation. Most of the available funds are typically designated for improvements funded jointly by the County and VDOT on a 50/50 basis through the State Revenue Sharing Program.

Active Transportation Fund Infrastructure Improvements:

\$200,000

Funding provides safe havens for pedestrians and bicyclists, walkways and bikeways reduce conflicts among the various roadway uses, enhancing safety. Most of the funds would be used to leverage state and federal funds through the Revenue Sharing (50/50 match) and the Transportation Alternatives Set-Aside (80/20 match) Programs.

Community Services Projects

Environmental Stewardship

Quality Educational Opportunities

Economic Development

Exemplary Public Safety

Excellent Customer Service

Effective and Outstanding Communications and Civic Engagement

Yorktown Improvements:

\$500,000

Funding will support improvements to the Yorktown area. If approved, these funds would improve and or replace the current restroom and Dockmaster’s office and serve as a Tourism Information Center.

STORMWATER FUND PROJECTS

Environmental Stewardship

Exemplary Public Safety

Excellent Customer Service

The following stormwater projects are adopted for FY2020:

Project Name	Adopted Funding
Victory Industrial Park / Rt. 17 Culverts	800,000
Wormley Creek Headwaters Edgehill	500,000
Siege Lane – Flood Prevention	300,000
Equipment Replacement	120,000
In-House Stormwater Construction/Maintenance Projects	<u>600,000</u>
Total FY2020 Funding	\$2,320,000

VEHICLE MAINTENANCE FUND PROJECTS

Excellent Customer Service

Environmental Stewardship

Exemplary Public Safety

Equipment Upgrades:

\$100,000

Funding supports the scheduled replacement of vehicle maintenance shop equipment such as lifts, tire machines, environmental equipment (Freon recovery machine) dispensers, compressors, etc. based on useful life and serviceability assessments.

Fuel Sites Upgrade:

\$550,000

Funding supports upgrading fuel sites to include new underground storage tanks, fuel dispensers and pumps, new tank management software, diesel exhaust fluid dispensers, canopies, double fuel islands and propane.

WATER FUND PROJECTS

Excellent Customer Service

Environmental Stewardship

Patrick's Creek Water:

\$200,000

Funding is for the public water project for the residents on Patrick's Creek Road. Recently surveyed, 11 of the 15 property owners responded positively. The completed water system will be turned over to Newport News Waterworks for operations and maintenance.

SEWER FUND PROJECTS

Environmental Stewardship

Excellent Customer Service

Exemplary Public Safety

The following sewer and sewer fund related projects are adopted for FY2020:

Project Name	Adopted Funding
Sewer Line Rehabilitation	1,700,000
Pump Station Rehabilitation	1,300,000
Emergency Generator Replacement	125,000
Backhoe Replacement	175,000
Wormley Creek Force Main	500,000
By-Pass Road Sewer Line Rehabilitation & Stream Restoration	700,000
Electronic Plan Review	250,000
Easement Machine	65,000
Portable CCTV Unit	85,000
Portable By-Pass Pump	<u>125,000</u>
Total FY2020 Funding	\$5,025,000

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**General Fund
Fund 10**

This fund accounts for the revenues and expenditures relating to the County's general operations. Details related to the funding sources follow the summary page. Details on the functional categories below follow the revenue section and individual functional category details are located in the blue tab sections.

GENERAL FUND - FUND 10

	FY2017 Actual Amount	FY2018 Actual Amount	FY2019 Original Budget	FY2019 Amended Budget	FY2020 Adopted	% of Total FY2020 Adopted Funding Sources
Funding Sources						
General Property Taxes	\$ 88,103,010	\$ 90,146,330	\$ 89,305,000	\$ 89,305,000	\$ 92,371,808	63.09%
Other Local Taxes	31,446,144	26,818,680	26,514,000	30,514,000	31,861,000	21.76%
Permits, Fees, Regulatory Licenses	680,369	1,037,354	800,000	800,000	950,000	0.65%
Fines & Forfeitures	332,090	345,783	329,000	329,000	343,000	0.23%
Use of Money & Property	477,493	741,335	822,000	822,000	779,500	0.53%
Charges for Services	2,211,206	2,305,847	2,235,000	2,235,000	2,235,000	1.53%
Fiscal Agent Fees & Administration	230,967	233,065	238,000	238,000	238,000	0.16%
Miscellaneous	273,823	328,379	195,000	195,000	165,000	0.11%
Recovered Costs	1,395,950	1,435,686	1,367,000	1,367,000	1,368,000	0.93%
State Non-Categorical Aid	8,769,841	8,784,738	8,772,000	8,772,000	8,772,000	5.99%
State Shared Expenses	3,968,378	4,191,200	4,270,000	4,270,000	4,097,000	2.80%
State Categorical Aid	721,233	527,171	471,000	471,000	482,000	0.33%
State Grants	467,771	420,688	64,000	64,000	30,000	0.02%
Federal Paid in Lieu of Tax	10,509	10,728	11,000	11,000	11,000	0.01%
Federal Categorical Aid	548,897	558,633	417,000	417,000	602,000	0.41%
Non-Revenue Receipts	13,163	19,705	-	-	-	0.00%
Transfer from Other Funds	3,523,735	2,519,802	1,907,000	2,192,000	2,116,692	1.45%
Total Funding Sources	\$ 143,174,579	\$ 140,425,124	\$ 137,717,000	\$ 142,002,000	\$ 146,422,000	100.00%

	FY2017 Actual Amount	FY2018 Actual Amount	FY2019 Original Budget	FY2019 Amended Budget	FY2020 Adopted	%Change Amended 2019/ Adopted 2020
Expenditure by Functional Category						
Administrative Services	\$ 2,603,501	\$ 2,764,435	\$ 2,854,639	\$ 2,854,639	\$ 3,117,796	9.2%
Judicial Services	2,701,912	2,897,936	3,096,337	3,096,337	3,281,999	6.0%
Public Safety	31,451,358	33,453,204	34,327,335	34,612,335	36,679,503	6.0%
Planning & Development Services	2,123,871	2,228,586	2,417,008	2,417,008	2,565,728	6.2%
Management Services	8,216,329	8,972,986	8,861,110	8,861,110	9,537,676	7.6%
Education & Educational Services	60,602,559	62,909,526	64,126,858	64,126,858	65,996,541	2.9%
Human Services	3,470,338	3,600,576	3,914,638	3,914,638	3,973,947	1.5%
Public Works	8,358,484	8,269,645	8,955,875	8,955,875	9,280,907	3.6%
Community Services	2,848,415	2,904,498	3,266,644	3,266,644	3,258,864	-0.2%
Capital Outlay & Fund Transfers	9,639,683	4,753,232	4,445,130	8,445,130	7,040,080	-16.6%
Non-Departmental	1,565,122	1,657,607	1,451,426	1,451,426	1,688,959	16.4%
Total Expenditures	\$ 133,581,572	\$ 134,412,231	\$ 137,717,000	\$ 142,002,000	\$ 146,422,000	3.1%

FUND BALANCE SUMMARY FISCAL YEARS 2019-2020	
Beginning Fund Balance 7/1/2018	\$ 23,332,522
Projected FY2019 Funding Sources:	
Local	125,805,000
State & Federal	14,005,000
Other financing sources	2,192,000
	\$ 142,002,000
Projected FY2019 Expenditures	142,002,000
Net Change	-
Projected Fund Balance 6/30/2019	\$ 23,332,522
Projected FY2020 Funding Sources:	
Local	\$ 130,311,308
State & Federal	13,994,000
Other financing sources	2,116,692
	146,422,000
Projected FY2020 Expenditures	146,422,000
Net Change	-
Projected Fund Balance 6/30/2020	\$ 23,332,522

General Fund Revenues

	FY2017 Actual Revenues	FY2018 Actual Revenues	FY2019 Original Budget	FY2019 Adopted Budget Amended on July 17, 2018	FY2020 Adopted Revenues	\$ Change Amended 2019/ Adopted 2020	%Change Amended 2019/ Adopted 2020
Revenue Local Sources							
30311	General Property Taxes						
1010 Real estate taxes	69,182,105	71,048,734	70,730,000	70,730,000	73,196,808	2,466,808	3.5%
2010 Public Service Corp	3,620,835	3,649,552	3,500,000	3,500,000	2,700,000	(800,000)	-22.9%
3010 Personal property taxes	14,458,004	14,706,788	14,300,000	14,300,000	15,700,000	1,400,000	9.8%
3060 Mobile home taxes	25,114	24,001	20,000	20,000	20,000	-	0.0%
4010/4020 Machinery/Tools	129,106	121,532	130,000	130,000	130,000	-	0.0%
5010 Boat > 5	41,440	(327)	-	-	-	-	0.0%
6010 Penalties	376,557	370,717	375,000	375,000	375,000	-	0.0%
6020 Interest	269,849	225,333	250,000	250,000	250,000	-	0.0%
Subtotal	<u>88,103,010</u>	<u>90,146,330</u>	<u>89,305,000</u>	<u>89,305,000</u>	<u>92,371,808</u>	<u>3,066,808</u>	<u>3.4%</u>
30312	Other Local Taxes						
1000 Local sales tax	9,775,310	9,791,704	10,000,000	10,000,000	10,765,000	765,000	7.7%
1000 Historic Triangle tax	-	-	-	4,000,000	4,200,000	200,000	5.0%
1100 Lodging tax	3,890,872	1,593,816	1,550,000	1,550,000	1,570,000	20,000	1.3%
1111 Lodging tax penalty	4,390	5,305	-	-	-	-	0.0%
1112 Lodging tax interest	454	514	-	-	-	-	0.0%
1200 Meals tax	6,318,219	3,262,106	3,290,000	3,290,000	3,320,000	30,000	0.9%
1211 Meals tax penalty	4,259	1,827	-	-	-	-	0.0%
1212 Meals tax interest	2,366	242	-	-	-	-	0.0%
3010 Occupational license	6,454,841	6,811,614	6,520,000	6,520,000	6,820,000	300,000	4.6%
3011 Occupational license penalty	22,872	22,254	25,000	25,000	20,000	(5,000)	-20.0%
3012 Occupational license interest	23,136	18,439	25,000	25,000	15,000	(10,000)	-40.0%
3020 Utility consumption tax	229,875	235,983	240,000	240,000	240,000	-	0.0%
3050 Short-term rental	10,739	6,125	10,000	10,000	10,000	-	0.0%
3060 Motor vehicle rental tax	111,234	120,007	110,000	110,000	130,000	20,000	18.2%
4000 Communications sales tax	1,241,212	1,202,410	1,200,000	1,200,000	1,150,000	(50,000)	-4.2%
5010 Motor vehicle license	1,582,338	1,627,449	1,600,000	1,600,000	1,650,000	50,000	3.1%
6000 Bank franchise tax	300,015	317,662	300,000	300,000	320,000	20,000	6.7%
6012 Franchise tax - Verizon surcharge	3,808	4,295	3,000	3,000	6,000	3,000	100.0%
7010 Recordation tax	254,895	312,248	316,000	316,000	300,000	(16,000)	-5.1%
7011 Recordation/Grantor's tax	292,121	361,426	300,000	300,000	320,000	20,000	6.7%
7030 Deeds of conveyance	923,188	1,123,254	1,025,000	1,025,000	1,025,000	-	0.0%
Subtotal	<u>31,446,144</u>	<u>26,818,680</u>	<u>26,514,000</u>	<u>30,514,000</u>	<u>31,861,000</u>	<u>1,347,000</u>	<u>4.4%</u>
30313	Permits, Fees, Regulatory Licenses						
0751 DMV fees	1,866	2,422	-	-	-	-	0.0%
0752 Credit card fees	-	3,808	-	-	-	-	0.0%
1010 Dog license	43,361	39,730	50,000	50,000	20,000	(30,000)	-60.0%
3010 Wetlands permits	1,200	2,100	-	-	-	-	0.0%
3011 Ches Bay application fees	1,250	2,250	-	-	-	-	0.0%
3012/3014 Sheriff conceal weapon fees	20,861	22,733	20,000	20,000	20,000	-	0.0%
3020 Zoning fees	11,245	13,137	10,000	10,000	10,000	-	0.0%
3021 Plan review fees	9,730	20,446	15,000	15,000	20,000	5,000	33.3%
3022 Map maint fees	5,313	7,459	8,000	8,000	5,000	(3,000)	-37.5%
3023 Planning/Public Works insp fees	4,356	2,961	2,000	2,000	3,000	1,000	50.0%
3024 Board of Zoning/Subdivision	800	1,324	-	-	-	-	0.0%
3025 Zoning verification	850	950	1,000	1,000	1,000	-	0.0%
3030 Land transfer fees	9,950	5,413	9,000	9,000	5,000	(4,000)	-44.4%
3040 Electrical inspection fees	71,428	122,296	115,000	115,000	125,000	10,000	8.7%
3041 Electrical inspection State surcharge	1,293	2,201	2,000	2,000	2,600	600	30.0%
3042 Reinspection electrical	5,550	3,750	3,000	3,000	3,000	-	0.0%
3050 Plumbing inspection fees	71,482	165,443	100,000	100,000	140,000	40,000	40.0%
3051 Plumbing inspection State surcharge	1,335	3,181	1,000	1,000	3,300	2,300	230.0%
3052 Reinspection plumbing	1,275	2,100	1,000	1,000	1,200	200	20.0%
3060 Building inspection fees	240,838	385,928	270,000	270,000	375,000	105,000	38.9%
3061 Building inspection State surcharge	4,257	6,862	4,000	4,000	9,000	5,000	125.0%
3062 Reinspection building	1,875	4,350	2,000	2,000	3,000	1,000	50.0%
3070 Plat Fees	-	50	-	-	-	-	0.0%
3090 Erosion inspection fees	9,262	16,360	13,000	13,000	15,000	2,000	15.4%
3110 Mechanical inspection fees	79,440	104,642	95,000	95,000	100,000	5,000	5.3%
3111 Mechanical inspection State surcharge	1,581	2,055	1,000	1,000	2,200	1,200	120.0%
3112 Reinspection mechanical	1,425	1,650	1,000	1,000	1,500	500	50.0%
3200 Land disturbance permit	12,590	21,305	15,000	15,000	20,200	5,200	34.7%
3210 Amusement devices inspection	-	-	-	-	-	-	0.0%
3300 Land use revalidation	400	-	-	-	-	-	0.0%
3400 Open burning permit fees	100	58	-	-	-	-	0.0%
3970 Misc permits & licenses	600	400	-	-	-	-	0.0%
4000 SW Ches Bay VSMP (No VA%)	22,600	22,040	17,000	17,000	20,000	3,000	17.6%
4001 SW Mgmt W/VA%	35,956	40,866	35,000	35,000	35,000	-	0.0%
4002 VA 28% SW Mgmt	6,300	7,084	10,000	10,000	10,000	-	0.0%
Subtotal	<u>680,369</u>	<u>1,037,354</u>	<u>800,000</u>	<u>800,000</u>	<u>950,000</u>	<u>150,000</u>	<u>18.8%</u>

General Fund Revenues

	FY2017 Actual Revenues	FY2018 Actual Revenues	FY2019 Original Budget	FY2019 Adopted Budget Amended on July 17, 2018	FY2020 Adopted Revenues	\$ Change Amended 2019/ Adopted 2020	%Change Amended 2019/ Adopted 2020
30314 Fines & Forfeitures							
0300 Parking fines	4,200	4,750	4,000	4,000	4,000	-	0.0%
1010 Animal control fines	300	25	-	-	-	-	0.0%
1012 Misc FLS Fines	10	-	-	-	-	-	0.0%
2000 Restitution	300	1,511	-	-	-	-	0.0%
4010 Court fines	193,498	196,241	190,000	190,000	200,000	10,000	5.3%
4011 Assessment courthouse	25,030	27,506	25,000	25,000	25,000	-	0.0%
4012 Courthouse security	99,251	105,988	100,000	100,000	105,000	5,000	5.0%
4013 Jail admission fee	9,501	9,762	10,000	10,000	9,000	(1,000)	-10.0%
Subtotal	<u>332,090</u>	<u>345,783</u>	<u>329,000</u>	<u>329,000</u>	<u>343,000</u>	<u>14,000</u>	<u>4.3%</u>
30315 Use of Money and Property							
1001 Unrealized gain (loss) on invmts	(145,997)	(128,662)	-	-	-	-	0.0%
1010 Interest	230,750	451,291	424,000	424,000	474,000	50,000	11.8%
2010 Rents	11,441	13,923	18,000	18,000	32,500	14,500	80.6%
2010-001 Freight shed rentals	104,250	124,874	105,000	105,000	-	(105,000)	-100.0%
2013 Facility costs - YPDSS	20,220	20,994	20,000	20,000	20,000	-	0.0%
2015 Telephone service agreement	28,097	28,280	28,000	28,000	28,000	-	0.0%
2020 Tower rent	218,837	226,577	220,000	220,000	220,000	-	0.0%
2060 Sale of equipment	6	3	-	-	-	-	0.0%
2061 Disposal-surplus property	1,937	382	-	-	-	-	0.0%
2065 Sale of Forfeiture Assets	3,505	-	-	-	-	-	0.0%
8016-200 YCSC concession commissions	4,447	2,673	7,000	7,000	5,000	(2,000)	-28.6%
8016-200-001 YCSC billboard advertising	-	1,000	-	-	-	-	0.0%
Subtotal	<u>477,493</u>	<u>741,335</u>	<u>822,000</u>	<u>822,000</u>	<u>779,500</u>	<u>(42,500)</u>	<u>-5.2%</u>
30316 Charges for Services							
1010 Excess Clerk of Court	104,245	115,650	105,000	105,000	105,000	-	0.0%
1011 DNA/blood	384	660	1,000	1,000	1,000	-	0.0%
1014 Land records-secure remote	-	-	-	-	-	-	0.0%
2010 Chg Commonwealth's Attny	5,486	6,597	6,000	6,000	6,000	-	0.0%
2510 Court Appointed Attny Fees	7,247	7,531	7,000	7,000	7,000	-	0.0%
2600 Admin fees - payroll deductions	2,625	3,315	3,000	3,000	3,000	-	0.0%
3010 Sheriff fees	3,631	3,411	3,000	3,000	3,000	-	0.0%
3013 Sheriff special fees	155,204	87,149	155,000	155,000	155,000	-	0.0%
3031-007 Sheriff/School events	-	83,918	-	-	-	-	0.0%
3130 Fire and Life Safety Command School	-	1,250	-	-	-	-	0.0%
3321 Medic transport fee recovery	1,335,318	1,398,920	1,400,000	1,400,000	1,400,000	-	0.0%
3613 Admin fees-Sheriff	7,754	8,313	10,000	10,000	10,000	-	0.0%
5000 Treasurer-Sheriff fee recovery	2,360	1,491	2,000	2,000	2,000	-	0.0%
6010 Mosquito Control	750	750	-	-	-	-	0.0%
8010 Recreation fees/admissions	247,379	265,554	297,000	297,000	297,000	-	0.0%
8010-001 P&R credit card convenience fee	-	3,988	3,000	3,000	3,000	-	0.0%
8011 Senior activities fees	18,775	21,008	16,000	16,000	16,000	-	0.0%
8013 Admission fee/rental skate R&R	36,189	27,162	30,000	30,000	30,000	-	0.0%
8014 Sports camps & classes	30,801	29,222	30,000	30,000	30,000	-	0.0%
8015 Instructional classes	53,726	38,467	40,000	40,000	40,000	-	0.0%
8016 Concessions - Skate R&R	12,327	16,460	12,000	12,000	12,000	-	0.0%
8016-001 Concessions - Back Creek Pk	39	99	-	-	-	-	0.0%
8016-002 Concessions - New Qtr Pk	11,534	17,426	12,000	12,000	12,000	-	0.0%
8020 Park facility fees & programs	47,943	51,297	-	-	-	-	0.0%
8020-200 Park facility fees & prog - Sprts Cplx	64,104	55,571	55,000	55,000	55,000	-	0.0%
8021 Safety Town registration	7,298	7,640	6,000	6,000	6,000	-	0.0%
8214 Document Reprod Costs	2,087	1,146	2,000	2,000	2,000	-	0.0%
8410 Library fines	24,990	22,132	25,000	25,000	25,000	-	0.0%
8420 Book replacement	8,969	8,000	10,000	10,000	10,000	-	0.0%
8430 Library copier	13,341	12,779	-	-	-	-	0.0%
8620 Sale of maps	13	-	-	-	-	-	0.0%
8621 GIS/CSS services	4,642	6,084	5,000	5,000	5,000	-	0.0%
8623 Sale copies video tapes	269	-	-	-	-	-	0.0%
8630 Sale of copies	-	577	-	-	-	-	0.0%
8631 Sale of copies-Sheriff	1,775	2,280	-	-	-	-	0.0%
9001 Victim-Witness PTEAP conference	-	-	-	-	-	-	0.0%
Subtotal	<u>2,211,206</u>	<u>2,305,847</u>	<u>2,235,000</u>	<u>2,235,000</u>	<u>2,235,000</u>	<u>-</u>	<u>0.0%</u>

General Fund Revenues

	FY2017 Actual Revenues	FY2018 Actual Revenues	FY2019 Original Budget	FY2019 Adopted Budget Amended on July 17, 2018	FY2020 Adopted Revenues	\$ Change Amended 2019/ Adopted 2020	%Change Amended 2019/ Adopted 2020
30317 Fiscal Agent Fees & Administration							
1021 Solid Waste fund	34,961	35,059	35,000	35,000	35,000	-	0.0%
1024 Water Utility fund	2,709	2,698	3,000	3,000	3,000	-	0.0%
1025 Sewer Utility fund	45,765	46,571	46,000	46,000	46,000	-	0.0%
1091 Colonial Behavioral Health fund	132,644	133,325	137,000	137,000	137,000	-	0.0%
1094 Col Group Home Commission fund	14,888	15,412	17,000	17,000	17,000	-	0.0%
Subtotal	<u>230,967</u>	<u>233,065</u>	<u>238,000</u>	<u>238,000</u>	<u>238,000</u>	<u>-</u>	<u>0.0%</u>
30318 Miscellaneous							
2001 OVM Donations (non Prog I)	-	-	-	-	-	-	0.0%
2014 Reimb From Clerk of Court	10,000	-	-	-	-	-	0.0%
3010 Prior year exp refunds	26,304	66,228	20,000	20,000	-	(20,000)	-100.0%
3012 Prior year forfeit flex	7,202	8,113	-	-	-	-	0.0%
3027 Sheriff-Donations	18,395	4,352	-	-	-	-	0.0%
3320/3321 FLS Donations	8,066	9,517	-	-	-	-	0.0%
4000 Signs Ches Bay/Wetlands	500	650	-	-	-	-	0.0%
4311 Riverwalk Townes	20,734	8,475	-	-	-	-	0.0%
5029 P-Card rebates	27,880	34,247	50,000	50,000	40,000	(10,000)	-20.0%
5121 PAA Tele Contrib Sr Ctr	300	300	-	-	-	-	0.0%
5122 Training Donations	2,000	-	-	-	-	-	0.0%
6000/6010 Library - donations	7,898	11,892	-	-	-	-	0.0%
6060 Tax Sale - excess proceeds	(21,151)	-	-	-	-	-	0.0%
7432 PAA utility contribution - Senior Center	3,600	3,600	-	-	-	-	0.0%
7433 SNRS AND Law Enforcement Togethe	3,645	3,771	-	-	-	-	0.0%
8172 Shared Garden at Sport Complex	975	960	-	-	-	-	0.0%
9000 Housing - donations	-	-	-	-	-	-	0.0%
9001 PTEAP - donations	-	-	-	-	-	-	0.0%
9090 Miscellaneous	3,115	21,425	-	-	-	-	0.0%
9090-004 Youth Commission Programs	-	-	-	-	-	-	0.0%
9092 Miscellaneous maint premises	12,488	13,183	-	-	-	-	0.0%
9098 Safety Town donations	5,125	1,800	-	-	-	-	0.0%
9099 Local recycling	-	-	-	-	-	-	0.0%
9220 Return checks	6,840	10,298	-	-	-	-	0.0%
9230 Admin fees	123,067	121,993	125,000	125,000	125,000	-	0.0%
9270 VML Risk Mgmt grant	-	-	-	-	-	-	0.0%
9402 Greenworks Grant	-	-	-	-	-	-	0.0%
9622 VAHMRS donation #583 Haz	-	-	-	-	-	-	0.0%
9634 Donation PW Purchase Park	6,840	-	-	-	-	-	0.0%
9641 Carver Gardens	-	7,575	-	-	-	-	0.0%
Subtotal	<u>273,823</u>	<u>328,379</u>	<u>195,000</u>	<u>195,000</u>	<u>165,000</u>	<u>(30,000)</u>	<u>-15.4%</u>
30319 Recovered Costs							
1510 York-Poquoson courthouse	422,013	412,748	395,000	395,000	395,000	-	0.0%
1520 Poq Public Asst.	4,152	-	-	-	-	-	0.0%
1999-005 HRMMRS Reimb wages	-	3,637	-	-	-	-	0.0%
1999-007 VATF2 Training wages	1,246	1,111	-	-	-	-	0.0%
1999-010 VATF2 Deployment wages	-	44,490	-	-	-	-	0.0%
1999-012 HRIMT wages	-	-	-	-	-	-	0.0%
1999-013 Plains Pipeline Training	-	-	-	-	-	-	0.0%
1999-014 City of NN One City Marathon	1,383	1,448	-	-	-	-	0.0%
1999-015 Hurricane Joaquin	-	-	-	-	-	-	0.0%
1999-016 Hurricane Matthew Wages	8,464	-	-	-	-	-	0.0%
1999-017 City of NN Heroes Challenge	8,205	-	-	-	-	-	0.0%
2010 Streetlight install	1,591	8,119	5,000	5,000	6,000	1,000	20.0%
2020 Streetlight costs	500	-	-	-	-	-	0.0%
2030 Signage	5,000	2,250	5,000	5,000	5,000	-	0.0%
2999-005 HRMMRS fringes	318	278	-	-	-	-	0.0%
2999-007 VATF2 Training fringes	-	7,987	-	-	-	-	0.0%
2999-013 Plains Pipeline Fringes	-	-	-	-	-	-	0.0%
2999-015 Hurricane Joaquin	-	-	-	-	-	-	0.0%
2999-016 Hurricane Matthew Fringes	3,091	-	-	-	-	-	0.0%
3311 Williamsburg Public Safety	1,200	1,200	1,000	1,000	1,000	-	0.0%
3330 Reg Radio System MOU	45,000	45,000	45,000	45,000	45,000	-	0.0%
3356 Poquoson 911 merger	323,000	326,553	333,000	333,000	333,000	-	0.0%
3358 Williamsburg 911 merger	555,000	562,871	573,000	573,000	573,000	-	0.0%
5210-001 Postage reimb-Commsr of Accts	1,232	1,182	1,000	1,000	1,000	-	0.0%
5230-001 Land phone reimb - Commsr of Accts	17	17	-	-	-	-	0.0%
6831 Poquoson Cooperative Extension shar	8,702	8,764	9,000	9,000	9,000	-	0.0%
31/7434-100-073 RWL Repairs & Maintenance	5,836	3,464	-	-	-	-	0.0%
9900 Recovered Cost misc	-	4,567	-	-	-	-	0.0%
Subtotal	<u>1,395,950</u>	<u>1,435,686</u>	<u>1,367,000</u>	<u>1,367,000</u>	<u>1,368,000</u>	<u>1,000</u>	<u>0.1%</u>
Total Local	<u>125,151,052</u>	<u>123,392,459</u>	<u>121,805,000</u>	<u>125,805,000</u>	<u>130,311,308</u>	<u>4,506,308</u>	<u>3.6%</u>

General Fund Revenues

	FY2017 Actual Revenues	FY2018 Actual Revenues	FY2019 Original Budget	FY2019 Adopted Budget Amended on July 17, 2018	FY2020 Adopted Revenues	\$ Change Amended 2019/ Adopted 2020	%Change Amended 2019/ Adopted 2020
Revenue from the State							
30322 State Non-Categorical Aid							
1030 Mobile home	10,051	5,240	10,000	10,000	10,000	-	0.0%
1040 Rolling stock	18,110	19,124	20,000	20,000	20,000	-	0.0%
3010 Prs Prp Tax Relief Act (PPTRA)	8,741,680	8,760,374	8,742,000	8,742,000	8,742,000	-	0.0%
Subtotal	8,769,841	8,784,738	8,772,000	8,772,000	8,772,000	-	0.0%
30323 State Shared Expenses							
1010 Cmnw Attorney salary	485,516	508,068	505,000	505,000	519,180	14,180	2.8%
1050 Cmnw Attorney fringe	42,359	44,911	43,000	43,000	43,500	500	1.2%
3010 Comm Revenue salary	178,628	182,115	187,000	187,000	186,050	(950)	-0.5%
3050 Comm Revenue fringe	15,104	15,178	17,000	17,000	15,100	(1,900)	-11.2%
4010 Treasurer salary	145,631	148,527	150,000	150,000	148,790	(1,210)	-0.8%
4022 Treasurer equipment	-	5,795	-	-	-	-	0.0%
4050 Treasurer fringe	11,496	11,928	15,000	15,000	12,000	(3,000)	-20.0%
6010 Registrar salary	38,381	38,735	39,000	39,000	39,000	-	0.0%
6011 Registrar/Elect BD Pres	-	-	-	-	-	-	0.0%
6110 Electoral Board salary	8,596	8,723	9,000	9,000	9,000	-	0.0%
7010 Sheriff salary	2,358,540	2,447,029	2,521,000	2,521,000	2,508,700	(12,300)	-0.5%
7030 Sheriff mileage	-	-	-	-	-	-	0.0%
7050 Sheriff fringe	171,186	188,203	215,000	215,000	180,000	(35,000)	-16.3%
9010 Clerk of Court salary	428,212	425,051	430,000	430,000	414,780	(15,220)	-3.5%
9020 Clerk of Court mileage	-	-	-	-	-	-	0.0%
9022 Clerk of Court equipment	62,721	145,306	115,000	115,000	-	(115,000)	-100.0%
9030 Clerk of Court fringe	20,799	21,631	24,000	24,000	20,900	(3,100)	-12.9%
9980 Prior Year Revenue	1,208	-	-	-	-	-	0.0%
Subtotal	3,968,378	4,191,200	4,270,000	4,270,000	4,097,000	(173,000)	-4.1%
30324 State Categorical Aid							
1760 VJCCA	54,684	54,684	55,000	55,000	55,000	-	0.0%
3160 VA Supreme Court - Extradition	21,228	22,319	-	-	10,000	10,000	100.0%
4060 Drug Asset - Sheriff	145,939	7,255	-	-	-	-	0.0%
4061 Drug Asset - Comm Atty	53,548	2,344	-	-	-	-	0.0%
4090 Library Grant	154,945	154,441	155,000	155,000	156,000	1,000	0.6%
4447 VSMP Stormwater Permits	-	-	-	-	-	-	0.0%
5210 Court Service postage	10,104	9,875	11,000	11,000	11,000	-	0.0%
6105 VDEM Drone Team reimbursement	-	11,911	-	-	-	-	0.0%
8000 Wireless E-911 servs	250,458	259,027	250,000	250,000	250,000	-	0.0%
9215 Records Preservation	28,327	3,315	-	-	-	-	0.0%
9556 VA E911 Services Education grant	2,000	2,000	-	-	-	-	0.0%
Subtotal	721,233	527,171	471,000	471,000	482,000	11,000	2.3%
30326 State Grants							
2200 Four for Life	61,790	-	-	-	-	-	0.0%
2220 Fire Protection	212,439	218,855	-	-	-	-	0.0%
2236 DMV Animal Sterilization	1,513	1,666	-	-	-	-	0.0%
2237 Tax/Spay & Neuter Fund	25	30	-	-	-	-	0.0%
2280 Emg Svc Radiology	30,000	30,000	30,000	30,000	-	(30,000)	-100.0%
2280-001 Emg Svcs Prgm Vessel	10,000	10,000	-	-	-	-	0.0%
3340 DCJS Victim/Witness	25,738	29,192	30,000	30,000	30,000	-	0.0%
3500 Emergency Home Repair	4,521	13,086	-	-	-	-	0.0%
3700 VA Commission of Arts	5,000	4,500	4,000	4,000	-	(4,000)	-100.0%
9524 VA DARE Program Grant	-	79,315	-	-	-	-	0.0%
9550 RSAF - Power Loading Stretcher	11,745	1,813	-	-	-	-	0.0%
9552 RSAF - Equipment	-	8,971	-	-	-	-	0.0%
9553 RSAF - Training Grant	-	13,260	-	-	-	-	0.0%
9715 VDEM - Hazmat	10,000	10,000	-	-	-	-	0.0%
9716 VDEM - Donation Hazmat Railcars	95,000	-	-	-	-	-	0.0%
9990 Misc State Revenue	-	-	-	-	-	-	0.0%
Subtotal	467,771	420,688	64,000	64,000	30,000	(34,000)	-53.1%
Total State	13,927,223	13,923,797	13,577,000	13,577,000	13,381,000	(196,000)	-1.4%

General Fund Revenues

	FY2017 Actual Revenues	FY2018 Actual Revenues	FY2019 Original Budget	FY2019 Adopted Budget Amended on July 17, 2018	FY2020 Adopted Revenues	\$ Change Amended 2019/ Adopted 2020	%Change Amended 2019/ Adopted 2020
Revenue from the Federal Government							
30331 Federal Paid in Lieu of Tax							
1010 Payment in lieu of taxes	10,509	10,728	11,000	11,000	11,000	-	0.0%
Subtotal	10,509	10,728	11,000	11,000	11,000	-	0.0%
30333 Federal Categorical Aid							
1000 Prior Year - Federal	-	17,643	-	-	-	-	0.0%
1011 Criminal Alien Asst Program	3,356	-	-	-	-	-	0.0%
1500 Housing Assistance Vouchers	104,251	108,873	100,000	100,000	-	(100,000)	-100.0%
3340 DCJS Victim Witness	85,195	78,846	100,000	100,000	100,000	-	0.0%
3341 DCJS Domestic Violence	27,370	27,739	27,000	27,000	27,000	-	0.0%
3412 DMV-Sheriff grants	29,691	49,336	-	-	-	-	0.0%
4045 DEA Overtime	15,170	11,260	-	-	-	-	0.0%
4046 DEA WAR	20,093	19,815	-	-	-	-	0.0%
4050 Bulletproof Vest Ptrnship	12,327	552	-	-	-	-	0.0%
4060 Drug Asset - Sheriff	19,703	64,217	-	-	-	-	0.0%
4100 Sheriff-BJA Grant	11,637	-	-	-	-	-	0.0%
6000 Soc Svcs CAP reimbursement	178,270	159,283	180,000	180,000	180,000	-	0.0%
8010 Civil Defense salary	15,509	-	-	-	-	-	0.0%
8400 Library E-Rate	6,632	9,852	10,000	10,000	10,000	-	0.0%
9001 OVW-PTEAP Grant	-	-	-	-	-	-	0.0%
9002 STWTR prog dev PHII grant	-	-	-	-	-	-	0.0%
9532 FLS Port Security Grant	15,004	-	-	-	-	-	0.0%
9580 VDEM-Citizen Corps	-	2,517	-	-	-	-	0.0%
9640 CDBG Springfield	4,689	-	-	-	-	-	0.0%
9641 Carver Gardens - MY1	-	8,700	-	-	-	-	0.0%
9652 SAFER Grant	-	-	-	-	285,000	285,000	100.0%
Subtotal	548,897	558,633	417,000	417,000	602,000	185,000	44.4%
Total Federal	559,406	569,361	428,000	428,000	613,000	185,000	43.2%
Other Financing Sources							
30341 Non-Revenue Receipts							
1010 Insurance Recovery	13,163	19,705	-	-	-	-	0.0%
1010-214 PY Insurance Recovery	-	-	-	-	-	-	0.0%
Subtotal	13,163	19,705	-	-	-	-	0.0%
30351 Transfer from Other Funds							
1010 School Grounds maintenance	1,134,650	1,134,650	1,135,000	1,135,000	1,135,000	-	0.0%
1012 School Resource officers	317,677	326,840	349,000	634,000	534,500	(99,500)	-15.7%
1016 School Video Services	151,945	179,225	167,000	167,000	182,000	15,000	9.0%
1018 School Radio Maintenance	99,000	99,000	99,000	99,000	99,000	-	0.0%
1050 School Year-End Reversion	1,641,942	618,867	-	-	-	-	0.0%
1050-001 School QLMS & Yk High Land	1	1	-	-	-	-	0.0%
1050-002 School Bus parking lot	1	1	-	-	-	-	0.0%
1054 School Carryover Reversion	26,270	4,218	-	-	-	-	0.0%
1063 CDA Special Rev Fd Facilities	152,250	157,000	157,000	157,000	166,192	9,192	5.9%
Subtotal	3,523,735	2,519,802	1,907,000	2,192,000	2,116,692	(75,308)	-3.4%
Total Other Sources	3,536,898	2,539,507	1,907,000	2,192,000	2,116,692	(75,308)	-3.4%
General Fund Total	143,174,579	140,425,124	137,717,000	142,002,000	146,422,000	4,420,000	3.1%

GENERAL FUND REVENUES
General Property Taxes

	FY2019			\$ Change	% Change
	FY2019	Adopted Budget	FY2020	Amended 2019/	Amended 2019/
	Original	Amended on	Adopted	Adopted 2020	Adopted 2020
		July 17, 2018			
Real Estate	\$ 70,730,000	\$ 70,730,000	\$ 73,196,808	\$ 2,466,808	3.5%
Public Service	3,500,000	3,500,000	2,700,000	(800,000)	-22.9%
Personal Property	14,300,000	14,300,000	15,700,000	1,400,000	9.8%
Mobile Homes	20,000	20,000	20,000	-	0.0%
Machinery & Tools	130,000	130,000	130,000	-	0.0%
Penalties	375,000	375,000	375,000	-	0.0%
Interest	250,000	250,000	250,000	-	0.0%
Total	\$ 89,305,000	\$ 89,305,000	\$ 92,371,808	\$ 3,066,808	3.4%

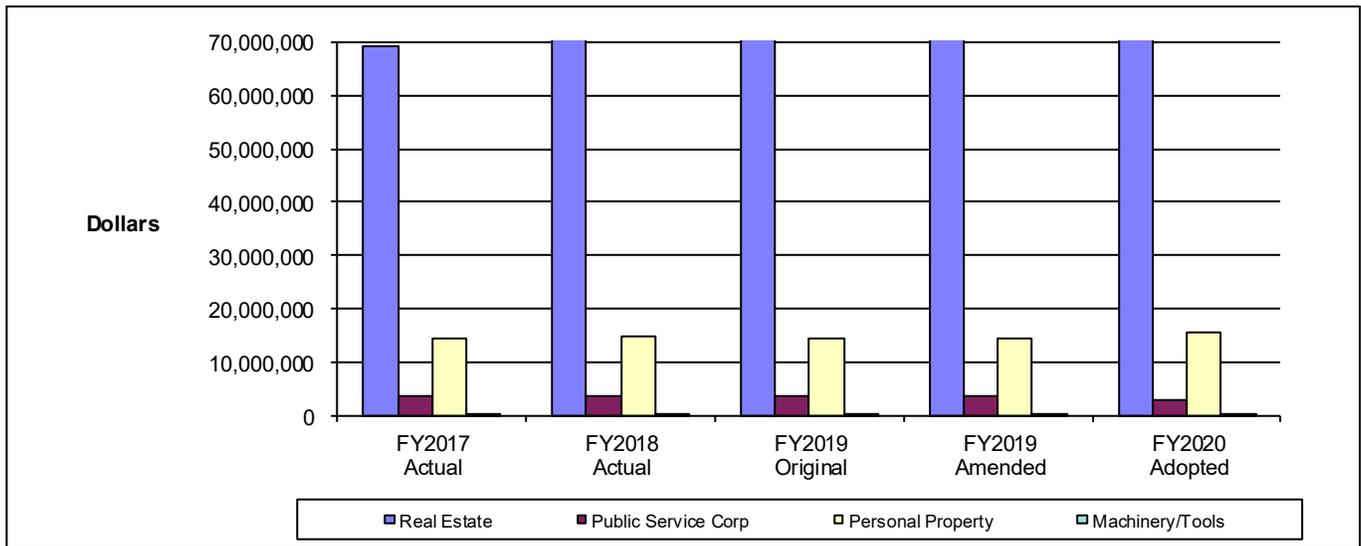
The County levies real estate taxes on all real estate within its boundaries, except that exempted by statute, each year as of January 1, based on the estimated market value of the property, with semi-annual payments due June 25 and December 5. All real estate property is assessed biennially and calendar year 2020 will be the next reassessment year. The FY2019 adopted real estate tax rate is \$0.7950, per \$100 of assessed valuation and is proposed to remain the same for fiscal year 2020.

The State Corporation Commission assesses property of certain public service corporations for local taxation and the Commissioner of the Revenue certifies the assessments. The Virginia Department of Taxation bases its assessment of public service corporations on the sales ratio analysis it performs on the prior year's assessment data compared to current sales data. All tax rates are per \$100 of assessed valuation. For FY2020, the adopted real estate rate is \$0.7950 and the adopted personal property rate is \$4.00.

The County levies personal property taxes on motor vehicles and tangible personal business property. These levies are made each year as of January 1, with semiannual payments due June 25 and December 5. The adopted personal property rate is \$4.00 per \$100 of assessed valuation. The State offers tax relief for qualifying vehicles. The amount of relief has begun to decline as a percentage of total personal property due to a state-wide cap on disbursements to local governments. The State revenue is budgeted as "Personal Property Tax Relief Act" (see State revenue section). Budgeted personal property tax revenue is projected to increase.

Machinery & tool tax is imposed on the equipment used by manufacturers directly in the production of goods. The adopted rate is \$4.00 per \$100 of assessed valuation.

The following graph shows a 5-year trend on the major general property taxes: Real Estate, Public Service Corporation, Personal Property and Machinery & Tools.



Property Tax Rates Current and Last Five Fiscal Years

Fiscal Year <u>Year</u>	Real Estate <u>(1)</u>	Personal Property (1) (2)	Mobile Home <u>(1)</u>	Boats > 5 Tons <u>(3)</u>
2020	\$ 0.7950	\$ 4.00	\$ 0.7950	\$ 0.000000001
2019	0.7950	4.00	0.7950	0.000000001
2018	0.7950	4.00	0.7950	0.000000001
2017	0.7515/0.795	4.00	0.7515/0.795	1.00/0.000000001
2016	0.7515	4.00	0.7515	1.00
2015	0.7515	4.00	0.7515	1.00

(1) Tax rate per \$100 of assessed valuation.

(2) The tax rate per \$100 of assessed valuation for Disabled American Veterans has been \$1.00 since 2008.

(3) Effective beginning in calendar year 2017, all boats are taxed at \$.000000001/\$100. The boat tax rate has been effectively eliminated on all classes of boats.

Note: The County has no overlapping taxes with other governments.

Other Local Taxes

	FY2019 Adopted Budget				
	FY2019 <u>Original</u>	Amended on <u>July 17, 2018</u>	FY2020 <u>Adopted</u>	\$ Change <u>Amended 2019/ Adopted 2020</u>	% Change <u>Amended 2019/ Adopted 2020</u>
Other Local Taxes					
Local Sales Tax	\$ 10,000,000	\$ 10,000,000	\$ 10,765,000	\$ 765,000	7.7%
Historic Triangle Tax	-	4,000,000	4,200,000	200,000	5.0%
Lodging Tax	1,550,000	1,550,000	1,570,000	20,000	1.3%
Meals Tax	3,290,000	3,290,000	3,320,000	30,000	0.9%
Occupational License	6,570,000	6,570,000	6,855,000	285,000	4.3%
Utility Consumption Tax	240,000	240,000	240,000	-	0.0%
Communications Sales Tax	1,200,000	1,200,000	1,150,000	(50,000)	-4.2%
Motor Vehicle License	1,600,000	1,600,000	1,650,000	50,000	3.1%
Franchise Tax	303,000	303,000	326,000	23,000	7.6%
Recordation Tax	1,641,000	1,641,000	1,645,000	4,000	0.2%
Rental Tax	120,000	120,000	140,000	20,000	16.7%
Total	<u>\$ 26,514,000</u>	<u>\$ 30,514,000</u>	<u>\$ 31,861,000</u>	<u>\$ 1,347,000</u>	4.4%

The State collects 6% sales tax from retailers and distributes one percent (1%) to the County monthly. In addition, an additional one percent (1%) Historic Triangle sales tax is collected from retailers in the counties of James City and York and the City of Williamsburg.

Per State Code, fifty percent (50%) of the revenues from the additional 1% Sales tax is deposited into the Historic Triangle Marketing Fund to be managed and administered by the Tourism Council of the Greater Williamsburg Chamber and Tourism Alliance and is to be used to market, promote, and advertise the Historic Triangle as an overnight tourism destination. The other fifty percent (50%) is distributed to the localities where the revenues were collected.

The transient occupancy tax ("lodging tax") of five percent (5%) is paid for any room rented on a short-term basis. This revenue is generated primarily by hotels and motels within the County and collected monthly. Sixty percent (60%) of the revenue collected is earmarked for tourism activities per State Code. This revenue stream has grown as a result of a successful marketing campaign undertaken by a regional organization primarily funded by localities within the Historic Triangle (York County, James City County and the City of Williamsburg).

A four percent (4%) tax ("meals tax") is levied on prepared food and beverages sold for human consumption in the County. This tax is collected monthly. The County has earmarked 50% of the meals tax to be used for stormwater, water and sewer projects. The remaining 50% is to assist with funding to the School Division. The County's meals tax is a growing source of revenue.

The County requires all persons conducting any business, profession, trade, or occupation to have a license. The Commissioner of the Revenue computes the amount of license tax and after payment to the Treasurer, the license is issued.

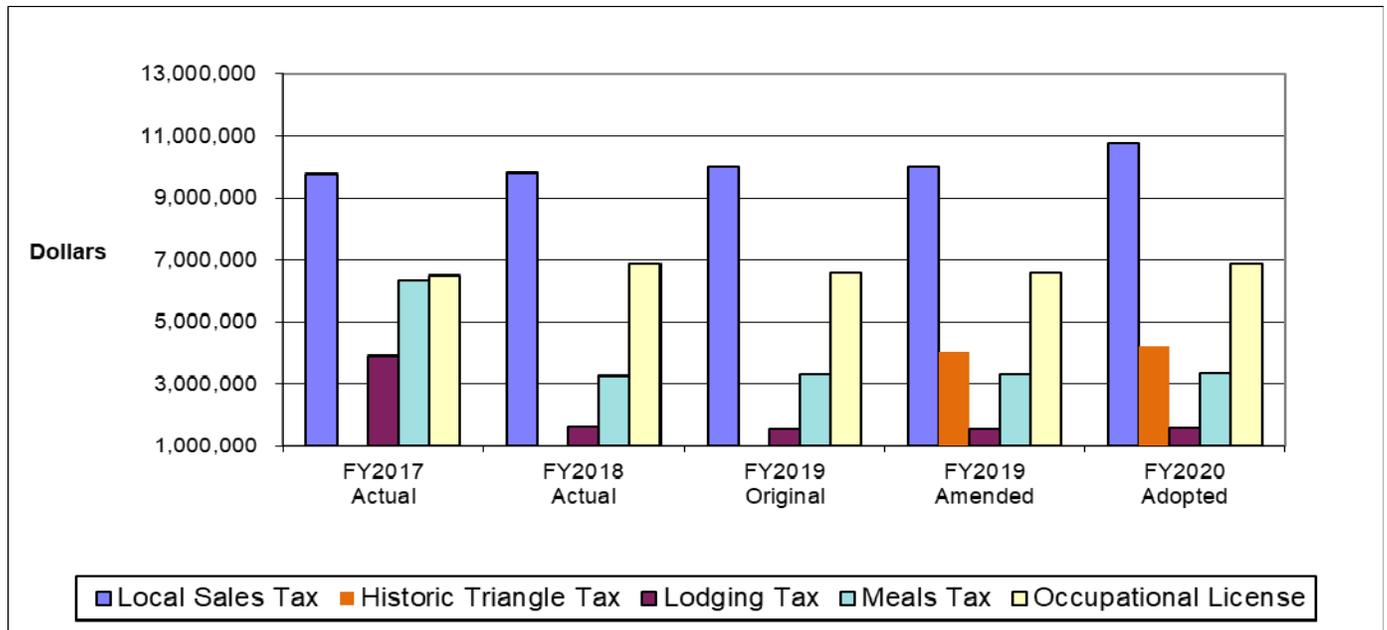
In lieu of the local business license tax levied on corporations furnishing heat, light or power by means of electricity and/or natural gas, Section 58.1-2900 and Section 58.1-2904 of the Code of Virginia impose a tax ("Utility Consumption Tax") on consumers of electricity and natural gas in the state based on kilowatt hours or volume of gas delivered. This tax is collected monthly.

The communication sales tax represents sales and use tax on communication services in the amount of 5% of the sales price of each communications service.

The motor vehicle license represents an annual vehicle registration fee on every motor vehicle, trailer, and semi-trailer garaged, stored or parked in the County.

A bank franchise tax is imposed on banks located within the County, based on their net capital of local banks and the recordation tax for each taxable instrument recorded in the County.

The projections for FY2020 reflect mostly increases in these revenues based on recent trends and forecasting information received from local economists. The following graph shows a 5 year trend on the major other local taxes: Sales Tax, Lodging Tax, Meals Tax and Occupational Licenses.



Other Local Revenue

	FY2019 Original	FY2019 Adopted Budget Amended on July 17, 2018	FY2020 Adopted	\$ Change Amended 2019/ Adopted 2020	% Change Amended 2019/ Adopted 2020
Permits, Fees and Regulatory Licenses					
Inspection Fees	\$ 610,000	\$ 610,000	\$ 783,800	\$ 173,800	28.5%
Permits, Fees & Licenses	190,000	190,000	166,200	(23,800)	-12.5%
Total	<u>\$ 800,000</u>	<u>\$ 800,000</u>	<u>\$ 950,000</u>	<u>\$ 150,000</u>	18.8%
Fines & Forfeitures	<u>\$ 329,000</u>	<u>\$ 329,000</u>	<u>\$ 343,000</u>	<u>\$ 14,000</u>	4.3%
Use of Money & Property					
Use of Money	\$ 424,000	\$ 424,000	\$ 474,000	\$ 50,000	11.8%
Use of Property	398,000	398,000	305,500	(92,500)	-23.2%
Total	<u>\$ 822,000</u>	<u>\$ 822,000</u>	<u>\$ 779,500</u>	<u>\$ (42,500)</u>	-5.2%

Permits, inspections, and fees on construction and alterations of buildings are required by the County. Permits include building, electrical, plumbing and mechanical. Other licenses and fees include dog licenses, concealed weapons permits, and fees for zoning, plan review, land transfers, plat and land use. Increases are expected in concealed weapons permits. Plan review fees, map maintenance fees, and land disturbance permits are anticipated to increase as construction levels experience an upswing.

The County imposes fines on individuals charged with violations of County ordinances. These include court and parking fines and court assessments. The County is experiencing an upward trend in courthouse assessments.

The County Treasurer uses an aggressive cash management program investing temporarily idle funds in repurchase agreements and other instruments secured or collateralized by government securities.

The County receives revenue from the rental of its facilities and equipment, such as the communication towers, as well as the sale of surplus property. An increase in revenue is expected based on current tower agreements.

The 2017 Virginia General Assembly passed legislation that allows a locality to pass an ordinance to impose a lifetime dog license tax as opposed to an annual license. In 2019, the County adopted an ordinance that includes a \$10 lifetime dog license tax eliminating the annual dog license tax for persons having less than 10 dogs.

	FY2019				
	FY2019	Adopted Budget		\$ Change	% Change
	<u>Original</u>	<u>Amended on</u>	FY2020	<u>Amended 2019/</u>	<u>Amended 2019/</u>
		<u>July 17, 2018</u>	<u>Adopted</u>	<u>Adopted 2020</u>	<u>Adopted 2020</u>
Charges for Services					
Excess Clerk of Court/Land Records-					
Secure Remote Access	\$ 105,000	\$ 105,000	\$ 105,000	\$ -	0.0%
Commonwealth's Attorney	14,000	14,000	14,000	-	0.0%
Law Enforcement	170,000	170,000	170,000	-	0.0%
Medic Transport Fee Recovery	1,400,000	1,400,000	1,400,000	-	0.0%
Mosquito Control	-	-	-	-	0.0%
Parks & Recreation	501,000	501,000	501,000	-	0.0%
Library Fines & Fees	35,000	35,000	35,000	-	0.0%
Computer Support	5,000	5,000	5,000	-	0.0%
Other	5,000	5,000	5,000	-	0.0%
Total	<u>\$ 2,235,000</u>	<u>\$ 2,235,000</u>	<u>\$ 2,235,000</u>	<u>\$ -</u>	<u>0.0%</u>
Fiscal Agent Fees	<u>\$ 238,000</u>	<u>\$ 238,000</u>	<u>\$ 238,000</u>	<u>\$ -</u>	<u>0.0%</u>
Miscellaneous	<u>\$ 195,000</u>	<u>\$ 195,000</u>	<u>\$ 165,000</u>	<u>\$ (30,000)</u>	<u>-15.4%</u>
Recovered Costs					
York-Poquoson Courthouse	\$ 395,000	\$ 395,000	\$ 395,000	\$ -	0.0%
Streelight Program	5,000	5,000	6,000	1,000	20.0%
Signage	5,000	5,000	5,000	-	0.0%
Williamsburg Public Safety	1,000	1,000	1,000	-	0.0%
Regional Radio System MOU	45,000	45,000	45,000	-	0.0%
Poquoson 911	333,000	333,000	333,000	-	0.0%
Williamsburg 911	573,000	573,000	573,000	-	0.0%
Postage Reimbursement	1,000	1,000	1,000	-	0.0%
Poquoson Cooperative Extension	9,000	9,000	9,000	-	0.0%
Total	<u>\$ 1,367,000</u>	<u>\$ 1,367,000</u>	<u>\$ 1,368,000</u>	<u>\$ 1,000</u>	<u>0.1%</u>

The County collects revenues for services exclusive of enterprise fund activities, which include fees charged by the Clerk of Court, Commonwealth's Attorney, Sheriff, Fire & Rescue, Mosquito Control, Parks & Recreation, the Library, Computer Support, and Freedom of Information Act requests.

The increase in Medic Transport Fee Recovery is due to an increase in service calls.

The County is the fiscal agent for various agencies including Colonial Behavioral Health and the Colonial Group Home Commission, and receives a fee for providing this service. Additionally, administrative costs are recovered from the County's enterprise funds. The fees are based on a percentage of the agencies' and enterprise funds' budgets.

Miscellaneous revenue represents receipts from prior year refunds, p-card rebates on the County's credit card transactions, returned checks, administrative fees, and other sources.

The County is reimbursed for costs associated with court services, streetlights & signage, the regional radio system, the consolidated E911 center, and Cooperative Extension. The court services costs are shared with the City of Poquoson based on a percentage determined by population and court ordered. A new agreement was agreed to by the localities and the courts affirmed this agreement, reducing the City of Poquoson's share from 19.9% to 15.7%. This change in rate will become effective in FY2019 and is due to the rise of York County's population versus Poquoson's. Rather than reflecting the entire amount in one year, the new agreement stipulates that the impact be gradually reflected over the next five years by increasing the credit amount until the full credit is provided to the City of Poquoson in FY2022. In addition, the City of Poquoson will pay the county a management fee of 6% of the total costs of the program.

Per a Regional Radio System Memorandum of Understanding between the County, James City and Gloucester, the County is reimbursed for certain managerial and administrative costs. The County has a contractual agreement with the City of Poquoson to provide Cooperative Extension services for a fee.

Revenue from the State

	FY2019 Adopted	FY2019 Amended on Budget July 17, 2018	FY2020 Adopted	\$ Change Amended 2019/ Adopted 2020	% Change Amended 2019/ Adopted 2020
Mobile Home	\$ 10,000	\$ 10,000	\$ 10,000	\$ -	0.0%
Rolling Stock	20,000	20,000	20,000	-	0.0%
PPTRA	8,742,000	8,742,000	8,742,000	-	0.0%
Commonwealth's Attorney	548,000	548,000	562,680	14,680	2.7%
Commissioner of the Revenue	204,000	204,000	201,150	(2,850)	-1.4%
Treasurer	165,000	165,000	160,790	(4,210)	-2.6%
Registrar & Electoral Board	48,000	48,000	48,000	-00	0.0%
Sheriff	2,736,000	2,736,000	2,688,700	(47,300)	-1.7%
Clerk of Court	454,000	454,000	435,680	(18,320)	-4.0%
Clerk of Court Equipment	115,000	115,000	-	(115,000)	-100.0%
VJCCA	55,000	55,000	55,000	-	0.0%
VA Supreme Court Extradition	-	-	10,000	10,000	100.0%
Library Grant	155,000	155,000	156,000	1,000	0.7%
Court Service Postage	11,000	11,000	11,000	-	0.0%
Wireless E-911	250,000	250,000	250,000	-	0.0%
Emergency Services	30,000	30,000	-	(30,000)	-100.0%
DCJS Victim/Witness	30,000	30,000	30,000	-	0.0%
VA Commission of Arts	4,000	4,000	-	(4,000)	-100%
Total	\$ 13,577,000	\$ 13,577,000	\$ 13,381,000	\$ (196,000)	-1.4%

The County receives a share of certain revenues collected by the State. Under the Motor Vehicle Sales and Use Tax Act, a tax is levied on the sale or use of mobile homes. Taxes collected on mobile homes are determined by the application of three percent (3%) of the sales price of each mobile home sold in Virginia and/or used or stored for use in Virginia. The monies collected are distributed to the local government where the mobile home is situated as a dwelling (Section 58.1-2400 and 2402 of the Code of Virginia).

Under the Taxation of Public Service Corporations, a tax is levied on the assessed value of rolling stock, which is apportioned to localities based on the percentage of lane and railroad miles traveled (or valued by fair market) within the locality to the amount traveled (or valued by fair market) within Virginia. Each local government is entitled to a fraction of the revenue derived of the total rolling stock assessment (Section 58.1-2658 and 2658.1 of the Code of Virginia).

The State converted the Personal Property Tax Relief Act (PPTRA) from a vehicle-based entitlement program to a block grant program with a statewide cap on disbursements to local governments.

The County receives revenues for the State's share of expenditures in joint activities. These include the Commonwealth's Attorney, Commissioner of the Revenue, Treasurer, Registrar, Electoral Board, Sheriff and Clerk of Court. The amounts included in FY2020 proposed budget reflect the estimates provided by the Virginia Compensation Board and actions taken by the General Assembly.

The County also receives revenues from the State designated for specific uses, including a pass-through grant from the Virginia Juvenile Community Crime Control Act (VJCCA) for the Colonial Group Home Commission, which is expected to be level. The Library grant is based on a preliminary figure provided by the State. Court service postage is estimated based on the expenditure budget and the Wireless E-911 revenue is projected to be level.

Other grants include but are not limited to, grants from the Department of Health and Department of Criminal Justice Services (DCJS).

Revenue from the Federal Government

	FY2019 Original	FY2019 Adopted Budget Amended on July 17, 2018	FY2020 Adopted	\$ Change Amended 2019/ Adopted 2020	% Change Amended 2019/ Adopted 2020
Payment in Lieu of Taxes	\$ 11,000	\$ 11,000	\$ 11,000	\$ -	0.0%
Housing Assistance Vouchers	100,000	100,000	-	(100,000)	-100.0%
DCJS Victim/Witness	100,000	100,000	100,000	-	0.0%
DCJS Domestic Violence	27,000	27,000	27,000	-	0.0%
Social Svcs CAP Reimbursement	180,000	180,000	180,000	-	0.0%
Library E-rate	10,000	10,000	10,000	-	0.0%
SAFER Grant	-	-	285,000	285,000	100.0%
Total	\$ 428,000	\$ 428,000	\$ 613,000	\$ 185,000	43.2%

Payment in Lieu of Taxes represents a County-imposed service charge on real estate that is exempt from property taxation. The County also receives federal funding for its housing, Victim-Witness and Domestic Violence programs. The County prepares an annual Cost Allocation Plan to recover administrative costs related to services performed for Social Services. The Library E-Rate program is a reimbursement-based program for telecommunications and internet charges.

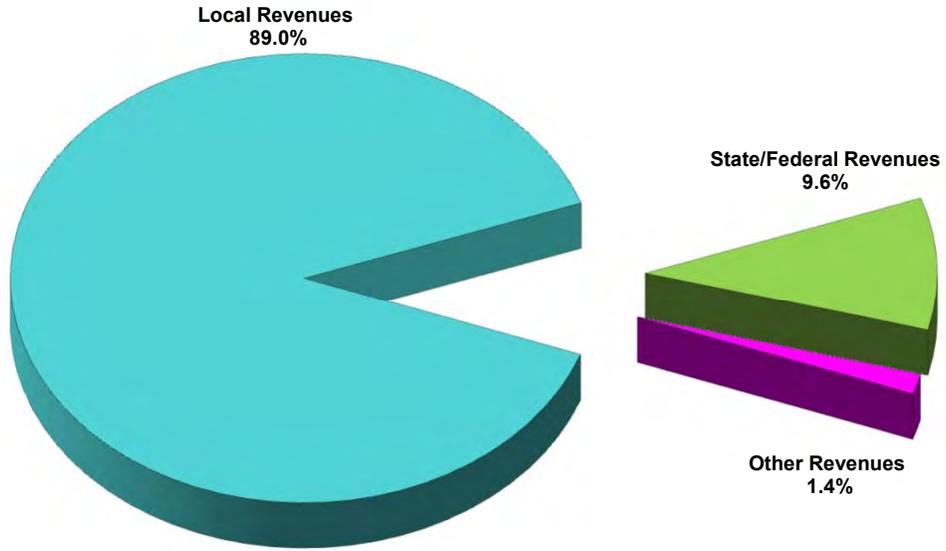
Other Financing Sources

	FY2019 <u>Original</u>	FY2019 Adopted Budget Amended on <u>July 17, 2018</u>	FY2020 <u>Adopted</u>	\$ Change Amended 2019/ <u>Adopted 2020</u>	% Change Amended 2019/ <u>Adopted 2020</u>
Transfers from Other Funds					
School Division	\$ 1,750,000	\$ 2,035,000	\$ 1,950,500	\$ (84,500)	-4.2%
CDA Special Revenue Fund	<u>157,000</u>	<u>157,000</u>	<u>166,192</u>	<u>9,192</u>	<u>5.9%</u>
Total	<u>\$ 1,907,000</u>	<u>\$ 2,192,000</u>	<u>\$ 2,116,692</u>	<u>\$ (75,308)</u>	<u>-3.4%</u>

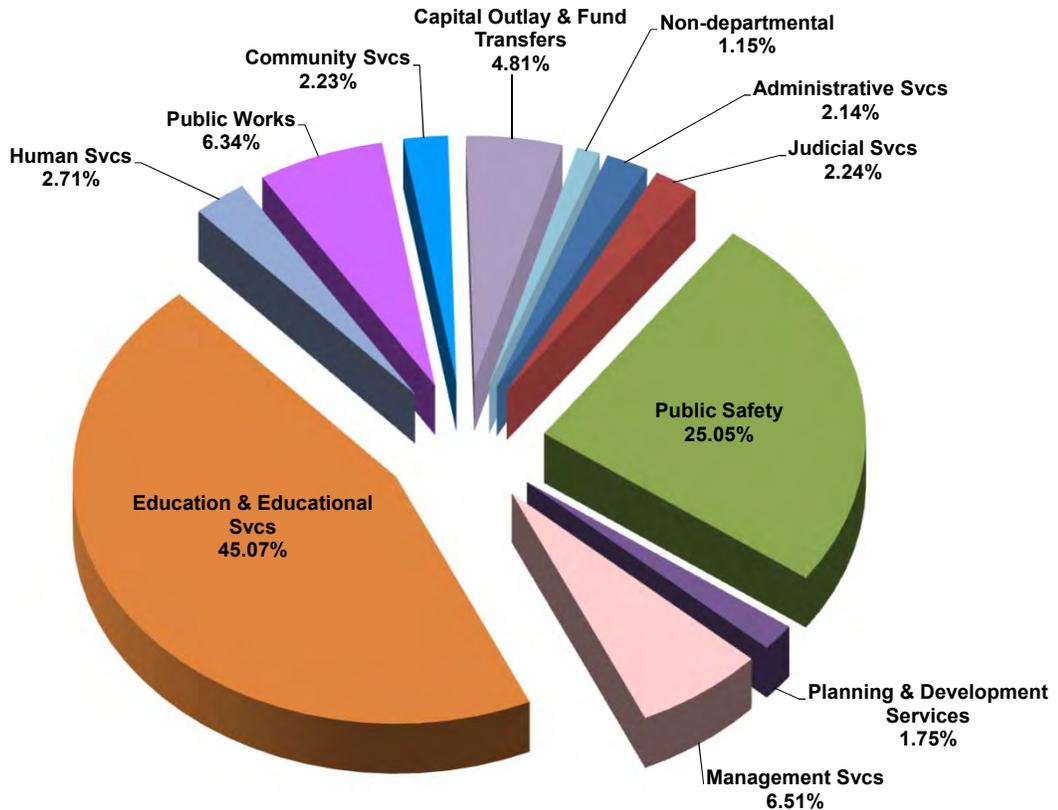
The School Division has contracted with the County to maintain the school grounds and athletic fields, for video services operations, and for a portion of the emergency radio system maintenance contract. The School Division also has an arrangement with the Sheriff's Office for School Resource Officers at each high school and middle schools.

The transfer from the Marquis Community Development Authority Special Revenue Account is for services provided to the facilities in the project area, per a Memorandum of Understanding.

**GENERAL FUND REVENUES
FY2020 ADOPTED - BY SOURCE**



**GENERAL FUND EXPENDITURES
FY2020 ADOPTED- BY FUNCTIONAL AREA**

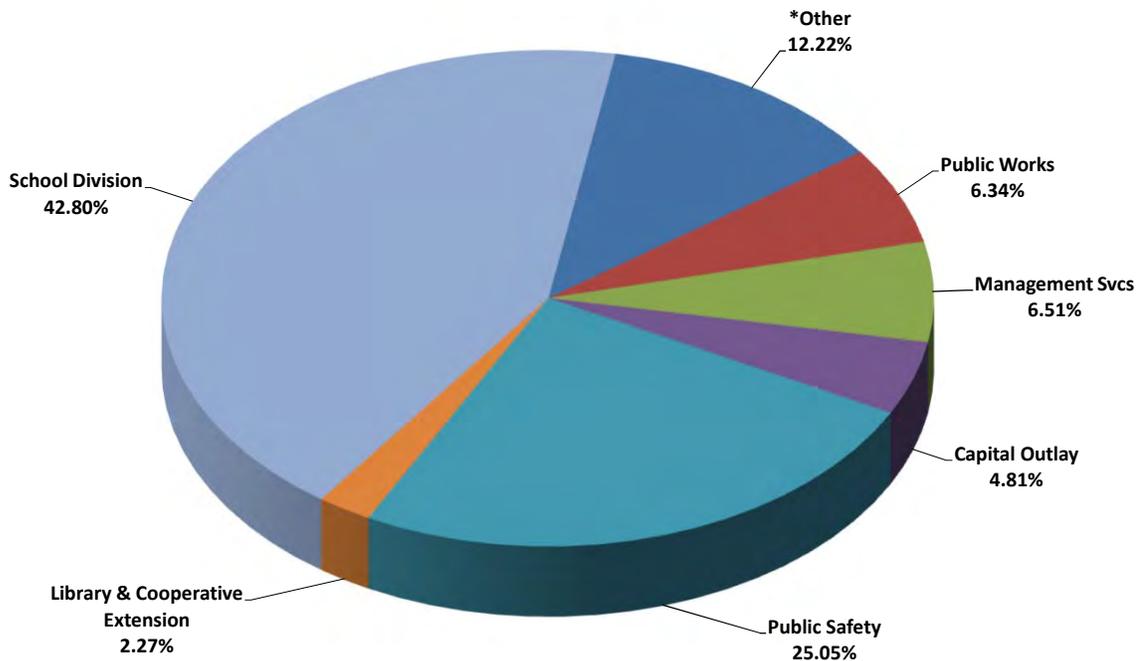


**General Fund
Expenditure Summary**

Activity Title	FY2017	FY2018	FY2019	FY2019	FY2020	\$ Change	% Change
	Actual Expenditures	Actual Expenditures	Original Budget	Adopted Budget Amended on July 17, 2018	Adopted Budget	Amended 2019/ Adopted 2020	Amended 2019/ Adopted 2020
Administrative Services							
10111 Board of Supervisors	341,064	355,120	387,332	387,332	414,824	27,492	7.1%
10121 County Administration	647,067	676,119	542,663	542,663	688,395	145,732	26.9%
10122 Public Affairs	352,871	392,911	427,597	427,597	454,809	27,212	6.4%
10123 Video Services	443,464	466,443	516,814	516,814	403,069	(113,745)	-22.0%
10124 County Attorney	423,978	502,196	574,284	574,284	622,623	48,339	8.4%
10131 General Registrar's Office	284,038	282,863	294,191	294,191	350,423	56,232	19.1%
10132 Electoral Board	111,019	88,783	111,758	111,758	183,653	71,895	64.3%
Subtotal	2,603,501	2,764,435	2,854,639	2,854,639	3,117,796	263,157	9.2%
Judicial Services							
20214 Clerk of the Circuit Court	971,824	994,599	972,999	972,999	986,486	13,487	1.4%
20221 Commonwealth's Attorney	963,606	1,083,631	1,183,100	1,183,100	1,211,551	28,451	2.4%
20222 Victim-Witness Assistance Program	180,862	209,242	213,316	213,316	254,065	40,749	19.1%
20223 Domestic Violence Program	41,741	50,602	51,101	51,101	51,964	863	1.7%
20211 Circuit Court	66,729	65,225	95,820	95,820	105,199	9,379	9.8%
20212 General District Court	25,352	27,218	29,217	29,217	29,015	(202)	-0.7%
20213 Juvenile & Domestic Relations Court	15,950	16,280	19,956	19,956	24,345	4,389	22.0%
20216 Colonial Group Home Commission	435,428	450,082	528,828	528,828	617,374	88,546	16.7%
20217 Magistrate	420	1,057	2,000	2,000	2,000	-	0.0%
Subtotal	2,701,912	2,897,936	3,096,337	3,096,337	3,281,999	185,662	6.0%
Public Safety							
30311 Sheriff General Operations	2,042,026	2,121,653	2,044,828	2,044,828	2,204,886	160,058	7.8%
30312 Law Enforcement	5,320,643	5,843,758	6,179,100	6,179,100	6,217,058	37,958	0.6%
30313 Investigations	1,713,154	1,630,014	1,812,416	1,812,416	1,737,738	(74,678)	-4.1%
30314 Civil Operations/Court Security	1,318,731	1,467,020	1,469,624	1,469,624	1,516,790	47,166	3.2%
30316 Sheriff Community Services	496,168	528,652	530,181	530,181	1,230,616	415,435	51.0%
30317 Sheriff DARE Grant Program	-	79,376	-	-	-	-	0.0%
30320 Fire & Life Safety Administration	308,990	406,339	556,306	556,306	677,662	121,356	21.8%
30321 Fire & Rescue Operations	11,634,999	11,861,889	12,034,427	12,034,427	12,474,768	440,341	3.7%
30322 Tech Services & Special Operations	432,468	489,418	465,674	465,674	523,167	57,493	12.4%
30323 Prevention & Community Safety	273,642	337,854	386,677	386,677	408,735	22,058	5.7%
30324 Support Services	-	56,702	460,164	460,164	529,902	69,738	15.2%
30352 Animal Services	463,807	420,296	413,634	413,634	508,910	95,276	23.0%
30355 Emergency Management	178,171	212,904	267,831	267,831	231,686	(36,145)	-13.5%
30356 Emergency Communications	3,077,025	3,832,983	3,543,511	3,543,511	4,280,437	736,926	20.8%
30357 Radio Maintenance	1,195,013	1,243,678	1,309,365	1,309,365	1,313,099	3,734	0.3%
30315 Adult Corrections	2,616,969	2,583,935	2,470,844	2,470,844	2,456,177	(14,667)	-0.6%
30333 Juvenile Corrections	379,552	336,733	382,753	382,753	367,872	(14,881)	-3.9%
Subtotal	31,451,358	33,453,204	34,327,335	34,612,335	36,679,503	2,067,168	6.0%
Planning & Development Services							
40299 Planning & Development Services Administration	-	-	288,149	288,149	302,892	14,743	5.1%
40341 Building Regulation	875,568	956,877	1,025,725	1,025,725	1,108,805	83,080	8.1%
40813 Board of Zoning/Subdivision Appeals	517	1,365	4,115	4,115	6,565	2,450	59.5%
40816 Development & Compliance	734,583	769,534	748,818	748,818	787,341	38,523	5.1%
50811 Planning	492,985	479,760	319,169	319,169	329,093	9,924	3.1%
50812 Planning Commission	20,218	21,050	31,032	31,032	31,032	-	0.0%
Subtotal	2,123,871	2,228,586	2,417,008	2,417,008	2,565,728	148,720	6.2%
Management Services							
50119 Finance Administration	200,727	252,810	338,033	338,033	349,704	11,671	3.5%
50123 Accounting & Financial Reporting	343,921	292,782	372,964	372,964	393,006	20,042	5.4%
50124 Budget	301,464	349,500	395,064	395,064	380,010	(15,054)	-3.8%
50125 Fiscal Accounting Services	676,214	719,430	741,492	741,492	731,763	(9,729)	-1.3%
50129 Central Purchasing	402,783	391,431	450,160	450,160	451,020	860	0.2%
50146 Central Insurance	393,618	191,465	137,611	137,611	137,611	-	0.0%
50121 Information Technology	1,940,511	2,342,817	2,018,949	2,018,949	2,298,142	279,193	13.8%
50122 Human Resources	702,302	794,165	884,407	884,407	1,023,763	139,356	15.8%
50126 Commissioner of the Revenue	1,069,324	1,157,160	1,266,388	1,266,388	1,350,608	84,220	6.7%
50127 Treasurer	855,367	932,948	962,594	962,594	1,028,169	65,575	6.8%
50128 Real Estate Assessment	526,146	614,859	661,541	661,541	729,767	68,226	10.3%
50915 Economic Development	233,236	225,203	134,366	134,366	139,910	5,544	4.1%
50920 Office of Economic Development	423,434	435,761	497,541	497,541	524,203	26,662	5.4%
50141 Central Administration Services	147,282	272,655	-	-	-	-	0.0%
Subtotal	8,216,329	8,972,986	8,861,110	8,861,110	9,537,676	676,566	7.6%
Education & Educational Services							
60601 School Ops & Capital/Debt Svc - Local	57,778,072	59,947,482	60,937,096	60,937,096	62,668,868	1,731,772	2.8%
60731 Library Services	2,768,360	2,913,052	3,125,279	3,125,279	3,263,058	137,779	4.4%
60831 Cooperative Extension	56,127	48,992	64,483	64,483	64,615	132	0.2%
Subtotal	60,602,559	62,909,526	64,126,858	64,126,858	65,996,541	1,869,683	2.9%

Activity Title	FY2017	FY2018	FY2019	FY2019	FY2020	\$ Change	% Change
	Actual Expenditures	Actual Expenditures	Original Budget	Adopted Budget Amended on July 17, 2018	Adopted Budget	Amended 2019/ Adopted 2020	Amended 2019/ Adopted 2020
Human Services							
61533 Social Services - Local Share	1,946,426	2,154,931	2,402,975	2,402,975	2,438,926	35,951	1.5%
61535 Payments to Outside Entities	1,523,912	1,445,645	1,511,663	1,511,663	1,535,021	23,358	1.6%
Subtotal	3,470,338	3,600,576	3,914,638	3,914,638	3,973,947	59,309	1.5%
Public Works							
70119 Administration	431,251	193,621	148,564	148,564	201,848	53,284	35.9%
70431 Engineering & Facility Maintenance	2,104,405	2,116,648	2,249,057	2,249,057	2,375,230	126,173	5.6%
70432 Facility/Utility Charges	930,026	979,046	1,065,276	1,065,276	1,051,911	(13,365)	-1.3%
70434 Grounds Maintenance & Construction	3,098,563	3,028,309	3,269,629	3,269,629	3,350,798	81,169	2.5%
70446 Stormwater Operations	887,337	987,868	1,219,596	1,919,747	1,939,606	19,859	1.0%
70447 Stormwater Engineering	651,970	708,462	690,301	-	-	-	0.0%
70512 Mosquito Control	250,131	251,257	303,602	303,602	361,514	57,912	19.1%
70821 Wetlands & Chesapeake Bay Boards	4,801	4,434	9,850	-	-	-	0.0%
70448 Calendar Program	-	-	-	-	-	-	0.0%
Subtotal	8,358,484	8,269,645	8,955,875	8,955,875	9,280,907	325,032	3.6%
Community Services							
81119 Administration	267,701	282,401	285,830	285,830	328,160	42,330	14.8%
81547 Housing & Special Programs	526,967	514,797	611,599	611,599	582,063	(29,536)	-4.8%
81712 Parks & Recreation	2,053,747	2,106,329	2,318,251	2,318,251	2,348,641	30,390	1.3%
81714 Freight Shed	-	971	50,964	50,964	-	(50,964)	-100.0%
Subtotal	2,848,415	2,904,498	3,266,644	3,266,644	3,258,864	(7,780)	-0.2%
Capital Outlay & Fund Transfers							
90912 Capital Outlay & Fund Transfers	9,639,683	4,753,232	4,445,130	8,445,130	7,040,080	(1,405,050)	-16.6%
Subtotal	9,639,683	4,753,232	4,445,130	8,445,130	7,040,080	(1,405,050)	-16.6%
Non-Departmental							
90721 Payments to Outside Entities	324,022	408,313	400,523	400,523	415,503	14,980	3.7%
90911 Non-Departmental Employee Benefits	1,211,100	1,207,561	989,903	989,903	988,848	(1,055)	-0.1%
90913 Appropriated Reserves	10,000	41,733	61,000	61,000	254,608	193,608	317.4%
90914 Non-Departmental	20,000	-	-	-	30,000	30,000	100.0%
Subtotal	1,565,122	1,657,607	1,451,426	1,451,426	1,688,959	207,533	14.3%
Totals	133,581,572	134,412,231	137,717,000	142,002,000	146,422,000	4,390,000	3.1%

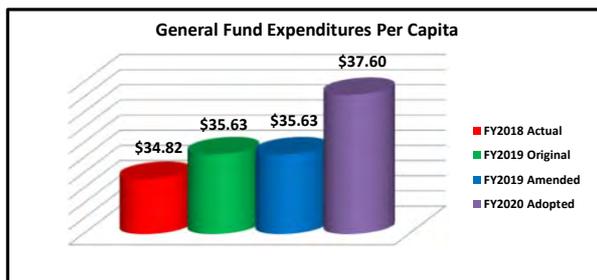
**Use of General Fund Expenditures
Fiscal Year 2020 Adopted**



* Other = Admin Svcs, Judicial Svcs, Planning & Development Svcs, Community Svcs, Human Svcs, & Non-departmental

Administrative & Legal Services

This Office is responsible for governing the overall activities of the County. Individual division details follow this summary page.



Department Overview

Board of Supervisors

As stewards of the public trust and resources, the mission of the Board of Supervisors is to maintain and improve the quality of life for all County residents. To direct and maximize the available resources of the County toward this mission, the Board will:

- Define and aggressively pursue economic development that broadens the County's tax base and sustains its character and quality of life.
- Improve communication and respect among the Board of Supervisors, other elected and appointed officials, other agencies, County staff, and the public.
- Promote accountability, innovation, and excellence in providing service to the customer.
- Generate quality educational opportunities for all residents.
- Manage the provision and expansion of County services and facilities in a manner that balances necessary increases in expenditures with the expansion of the tax base.

County Administration

- Manages the daily administrative operations of the County.
- Provides administrative and legislative support services to the Board of Supervisors.
- Develops an annual budget.
- One Deputy County Administrator provides oversight for the divisions of Planning, Development Services, Community Services and Public Works.
- Another Deputy County Administrator provides oversight for the divisions of Finance, Human Resources, Information Technology, and Real Estate Assessments.
- Establishes and maintains a County-wide performance measurement, evaluation and reporting system.

Public Affairs

- The Division of Public Affairs oversees external communications for the County. A dedicated staff provides residents, businesses, and other interested parties important information about County services, programs, and events over multiple media platforms.
- The Public Affairs Office manages the York County website and social media pages, local government access cable channels, a quarterly Citizen News publication, and various printed materials. Located in Historic Yorktown, this division also handles citizen calls and questions, media inquiries, and Freedom of Information Requests.

Video Services

- Provides timely, useful information to York County residents about programs, services, and events of the County and School Division. The mission is to promote awareness and celebrate the quality of life for our citizens and stimulate community engagement. This is achieved through live cablecasts and streaming of all BOS, Planning Commission, and School Board meetings and locally produced long and short form video programs shared across multiple platforms.

County Attorney

- Provides quality and timely legal services to the County.
- Emphasizes the continuous training of present staff to keep abreast of current developments in the legal field so that the office's many clients can be provided timely and accurate legal advice.
- Maintains a state-of-the-art legal office.
- Provides representation to the School Board, the Economic Development Authority, and to the Department of Social Services.

HITTING the MARK with the Board's STRATEGIC PRIORITIES

- Facilitate **QUALITY EDUCATIONAL OPPORTUNITIES** for all County citizens.
- Instill **EXCELLENT CUSTOMER SERVICE** as an organizational value, expectation, and outcome.
- Facilitate **QUALITY ECONOMIC DEVELOPMENT** that is sensitive to community character and the environment.
- Develop **EFFECTIVE and OUTSTANDING COMMUNICATIONS and CIVIC ENGAGEMENT** opportunities amongst and between the Board of Supervisors, Citizens, Boards and Commissions and County staff.
- Devote leadership and resources necessary to ensure and sustain **EXEMPLARY PUBLIC SAFETY** functions.
- Protect and respect the County's natural and built attributes through balanced and cost-effective **ENVIRONMENTAL STEWARDSHIP**.

York County VIRGINIA



WYCG-TV is the York County Government channel and shows programs related to local and state government, including Board of Supervisors meetings and work sessions as well as Planning Commission meetings.

**York County
Departmental Budget Documents**

Board of Supervisors

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Personnel	199,044	200,176	200,176	206,358
Contractual Services	105,632	114,900	114,900	125,000
Internal Services	-	14,856	14,856	16,466
Other Charges	49,460	55,300	55,300	64,550
Materials & Supplies	984	2,100	2,100	2,450
Total Budgetary Costs	<u>355,120</u>	<u>387,332</u>	<u>387,332</u>	<u>414,824</u>

Funding Sources	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Local	355,120	387,332	387,332	414,824
Total Revenues	<u>355,120</u>	<u>387,332</u>	<u>387,332</u>	<u>414,824</u>

Staffing Summary	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Full-Time Equivalents (FTE's)	1.00	1.00	1.00	1.00

Major Budget Variances

•Funding for personnel reflects a 2.5% market adjustment and a fiscal year flat rate adjustment of \$500 per eligible, full-time employee / \$250 per eligible, part-time employee, effective July 1. An increase in health insurance is also programmed.

•Internal Services:
Information Technology is based on the proportionate share of allocated IT related charges such as service contracts for computer data circuits and network maintenance and purchases of data processing equipment. The allocation is based on the department's number of desktops and/or mobile units. The increase is attributable to the increase in number and costs of maintenance service contracts on new technology.

•Funding for Contractual Services increased for the annual audit and increased advertising costs.

•Increased funding is provided in Other Charges for dues & memberships.

**York County
Departmental Budget Documents**

County Administration

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Personnel	635,366	494,052	494,052	625,958
Contractual Services	1,138	1,345	1,345	4,655
Internal Services	6,772	20,481	20,481	25,647
Other Charges	22,559	22,860	22,860	26,910
Materials & Supplies	3,232	3,925	3,925	5,225
Capital Outlays	7,052	-	-	-
Total Budgetary Costs	<u>676,119</u>	<u>542,663</u>	<u>542,663</u>	<u>688,395</u>

Funding Sources	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Local	676,119	542,663	542,663	688,395
Total Revenues	<u>676,119</u>	<u>542,663</u>	<u>542,663</u>	<u>688,395</u>

Staffing Summary	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Full-Time Equivalents (FTE's)	4.50	4.55	4.55	5.55

Major Budget Variances

•Funding for personnel reflects a 2.5% market adjustment and a fiscal year flat rate adjustment of \$500 per eligible, full-time employee / \$250 per eligible, part-time employee, effective July 1. An increase in health insurance is also programmed.

•An increase in FTE's reflects a reallocation for the Management Analyst from the Sewer Fund to County Administration.

•Increase in Contractual Services due to the funding of a court reporter.

•Internal Services:
Information Technology is based on the proportionate share of allocated IT related charges such as service contracts for computer data circuits and network maintenance and purchases of data processing equipment. The allocation is based on the department's number of desktops and/or mobile units. The increase is attributable to the increase in number and costs of maintenance service contracts on new technology.

•Increased funding is provided in Other Charges for personnel development.

•Increased funding is provided in Material & Supplies for two additional employees reallocated to the department.

**York County
Departmental Budget Documents**

Public Affairs

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Personnel	354,577	352,218	352,218	377,458
Contractual Services	15,334	33,810	33,810	32,810
Internal Services	-	5,744	5,744	8,691
Other Charges	21,651	34,125	34,125	34,125
Materials & Supplies	1,349	1,700	1,700	1,725
Total Budgetary Costs	<u>392,911</u>	<u>427,597</u>	<u>427,597</u>	<u>454,809</u>

Funding Sources	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Local	392,911	427,597	427,597	454,809
Total Revenues	<u>392,911</u>	<u>427,597</u>	<u>427,597</u>	<u>454,809</u>

Staffing Summary	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Full-Time Equivalents (FTE's)	4.00	4.00	4.00	4.00

Major Budget Variances

•Funding for personnel reflects a 2.5% market adjustment and a fiscal year flat rate adjustment of \$500 per eligible, full-time employee / \$250 per eligible, part-time employee, effective July 1. An increase in health insurance is also programmed.

•Internal Services:
Information Technology is based on the proportionate share of allocated IT related charges such as service contracts for computer data circuits and network maintenance and purchases of data processing equipment. The allocation is based on the department's number of desktops and/or mobile units. The increase is attributable to the increase in number and costs of maintenance service contracts on new technology.

**York County
Departmental Budget Documents**

Video Services

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Personnel	412,597	443,455	443,455	264,462
Contractual Services	20,746	29,645	29,645	56,766
Internal Services	13,570	27,084	27,084	40,227
Other Charges	4,421	5,380	5,380	6,064
Materials & Supplies	8,065	11,250	11,250	11,250
Capital Outlays	7,044	-	-	24,300
Total Budgetary Costs	<u>466,443</u>	<u>516,814</u>	<u>516,814</u>	<u>403,069</u>

Funding Sources	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Local	287,218	349,814	349,814	221,069
Transfer From Other Funds	179,225	167,000	167,000	182,000
Total Revenues	<u>466,443</u>	<u>516,814</u>	<u>516,814</u>	<u>403,069</u>

Staffing Summary	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Full-Time Equivalents (FTE's)	5.50	5.50	5.50	3.50

Major Budget Variances

•Funding for personnel reflects a 2.5% market adjustment and a fiscal year flat rate adjustment of \$500 per eligible, full-time employee / \$250 per eligible, part-time employee, effective July 1. An increase in health insurance is also programmed.

•Overall funding for personnel decreased due to the retirement of the Video Services Manager and reallocation of a Video Engineer to the Information Technology department.

•Increased funding in Contractual Services for professional production services as needed due to reduced staff levels.

•Internal Services:

Information Technology is based on the proportionate share of allocated IT related charges such as service contracts for computer data circuits and network maintenance and purchases of data processing equipment. The allocation is based on the department's number of desktops and/or mobile units. The increase is attributable to the increase in number and costs of maintenance service contracts on new technology.

•Increased funding in Capital Outlays for the replacement of TV Production equipment.

**York County
Departmental Budget Documents**

County Attorney

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Personnel	476,985	546,154	546,154	592,264
Contractual Services	4,066	5,375	5,375	5,425
Internal Services	-	6,015	6,015	7,568
Other Charges	4,678	6,690	6,690	6,715
Materials & Supplies	10,053	10,050	10,050	10,651
Capital Outlays	6,414	-	-	-
Total Budgetary Costs	<u>502,196</u>	<u>574,284</u>	<u>574,284</u>	<u>622,623</u>

Funding Sources	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Local	502,196	574,284	574,284	622,623
Total Revenues	<u>502,196</u>	<u>574,284</u>	<u>574,284</u>	<u>622,623</u>

Staffing Summary	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Full-Time Equivalents (FTE's)	3.00	4.00	4.00	4.00

Major Budget Variances

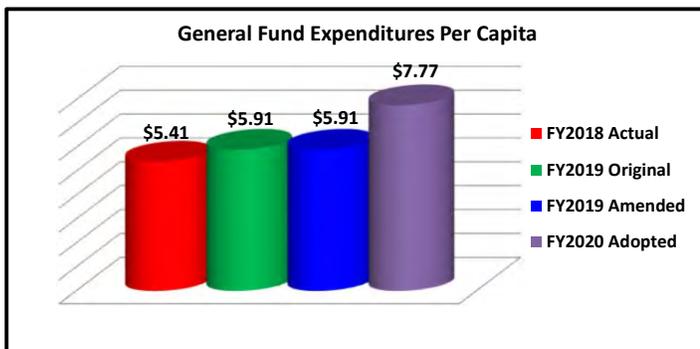
*Funding for personnel reflects a 2.5% market adjustment and a fiscal year flat rate adjustment of \$500 per eligible, full-time employee / \$250 per eligible, part-time employee, effective July 1. An increase in health insurance is also programmed.

*Internal Services:
Information Technology is based on the proportionate share of allocated IT related charges such as service contracts for computer data circuits and network maintenance and purchases of data processing equipment. The allocation is based on the department's number of desktops and/or mobile units. The increase is attributable to the increase in number and costs of maintenance service contracts on new technology.

Election Services



General Administration-Election Services is responsible for the elections held within the County. This is accomplished through the divisions below. Individual division details follow this summary page.



Department Overview

General Registrar's Office

- Registers all qualified York County residents to vote.
- Complies with federal, state, and local election laws.
- Provides timely and quality service to residents, candidates, news media, and elected officials.
- Increases public awareness of voter registration and absentee voting processes.
- Provides appropriate employee training.
- Assists the Electoral Board with their various responsibilities.

Electoral Board

- Conducts elections according to the federal, state, and local election laws.
- Appoints a qualified Registrar and approves the number of assistants.
- Recruits and appoints qualified Officers of Election.
- Provides training for all appointed Officers of Election.
- Purchases and maintains voting equipment approved by the State Board of Elections.
- Purchases election materials in the most economical way possible.
- Certifies elections accurately and expeditiously.
- Provides information to the public about the election process in conjunction with the Registrar's Office.



**York County
Departmental Budget Documents**

General Registrar's Office

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Personnel	264,756	255,198	255,198	273,007
Contractual Services	4,873	6,570	6,570	10,140
Internal Services	3,013	15,573	15,573	11,691
Other Charges	7,802	14,300	14,300	18,485
Materials & Supplies	919	2,550	2,550	2,100
Leases & Rentals	-	-	-	35,000
Capital Outlays	1,500	-	-	-
Total Budgetary Costs	<u>282,863</u>	<u>294,191</u>	<u>294,191</u>	<u>350,423</u>

Funding Sources	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Local	244,128	255,191	255,191	311,423
State Shared Expenses	38,735	39,000	39,000	39,000
Total Revenues	<u>282,863</u>	<u>294,191</u>	<u>294,191</u>	<u>350,423</u>

Staffing Summary	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Full-Time Equivalents (FTE's)	3.50	3.50	3.50	3.50

Major Budget Variances

•Funding for personnel reflects a 2.5% market adjustment and a fiscal year flat rate adjustment of \$500 per eligible, full-time employee / \$250 per eligible, part-time employee, effective July 1. An increase in health insurance is also programmed.

•Internal Services:
Information Technology is based on the proportionate share of allocated IT related charges such as service contracts for computer data circuits and network maintenance and purchases of data processing equipment. The allocation is based on the department's number of desktops and/or mobile units. The increase is attributable to the increase in number and costs of maintenance service contracts on new technology.

A decrease in Vehicle Maintenance is due to a downward trend in expenditures for the fleet allocated within the division.

•Increased funding in Contractual Services is provided for the three primary elections being held in FY20.

•Increased funding is provided in Other Charges for Postal/Messenger Service.

•Funding is provided in Leases & Rentals for a new lease due to the relocation of the General Registrar's office to a more accessible location.

**York County
Departmental Budget Documents**

Electoral Board

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Personnel	13,870	13,803	13,803	16,473
Contractual Services	70,044	87,655	87,655	156,950
Other Charges	3,246	8,000	8,000	7,780
Materials & Supplies	1,623	2,300	2,300	2,450
Total Budgetary Costs	<u>88,783</u>	<u>111,758</u>	<u>111,758</u>	<u>183,653</u>

Funding Sources	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Local	80,060	102,758	102,758	174,653
State Shared Expenses	8,723	9,000	9,000	9,000
Total Revenues	<u>88,783</u>	<u>111,758</u>	<u>111,758</u>	<u>183,653</u>

Major Budget Variances

•The overall personnel increase is attributable to election workers required to cover the three primary elections in FY20.

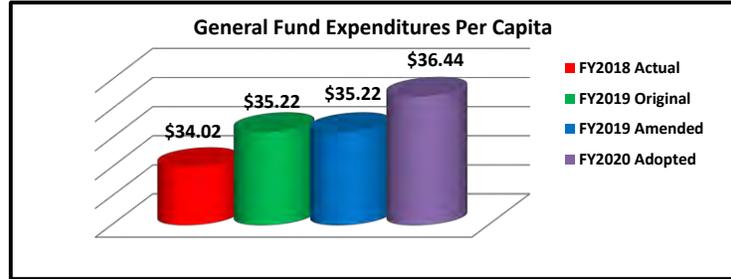
•Contractual Services funding increased in Printing & Binding and Offices of Elections for the three primary elections being held in FY20.

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Clerk of the Circuit Court & Commonwealth's Attorney



The Clerk of the Circuit Court and the Commonwealth's Attorney are elected officials. The Clerk of the Circuit Court is the custodian of all permanent records for the residents of York County and the City of Poquoson. The Commonwealth's Attorney's Office is responsible for prosecuting all felonies, misdemeanor appeals and certain misdemeanors and criminal forfeiture cases originating in York County and the City of Poquoson. Individual division details follow this summary page.



Department Overview

Clerk of the Circuit Court

- The Circuit Court is the Court of Record, wherein the Clerk is charged with being the official record keeper of all records filed in the Clerk's Office.
- The Clerk has the administrative responsibility of public safety, including but not limited to reporting critical case information, issuing capias', and preparing criminal court orders and other legal documents such as referrals to probation.
- The Clerk provides direct administrative support to the judges in court proceedings. The Clerk prepares many legal documents for the court such as criminal court orders that determines the outcome of a criminal court case, summonses and legal service of process, authorizations for arrest and other judicial directives. The Clerk is responsible for maintaining all court files and ensuring proper recordkeeping of the legal documents in the court files.
- The Clerk acts as a probate judge when a last will and testament is presented to the Clerk for legal probate of an estate. The Clerk ensures the authentication of the will, conducts a legal hearing with witnesses, makes a legal appointment of an executor or administrator of a decedent's estate and prepares legal documents and orders related to the handling of the estate. The Clerk collects the applicable estate taxes for the Commonwealth. The Clerk is also responsible for the appointment and qualification of guardians for minors or incapacitated adults.

Commonwealth's Attorney

- Prosecutes criminal cases vigorously, successfully and efficiently to protect the citizens of York County and the City of Poquoson.
- Ensures that all crime victims be treated with sensitivity and professionalism by the criminal justice system.
- Provides effective assistance and guidance to law enforcement personnel servicing York County and the City of Poquoson.
- Enforces forfeitures of property used in criminal endeavors whenever possible.
- Provides prompt and accurate responses to inquiries from York County and Poquoson residents.

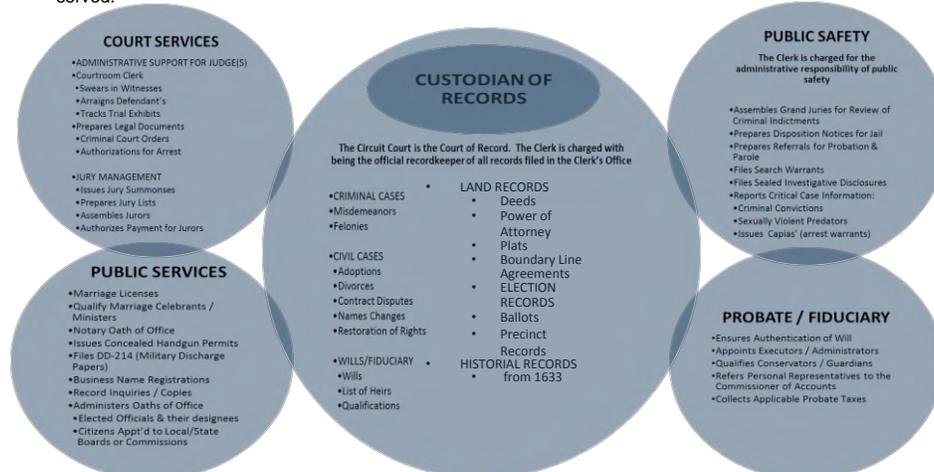


Victim-Witness Assistance Program

- Responds to the emotional and physical needs of crime victims and assist victims of crime in stabilizing their lives after victimization.
- Treats victims with dignity and respect, reduces victim trauma, and assists clients in understanding and participating in the court process.
- Informs victims and witnesses of their rights under victims' rights legislation and Virginia's Crime Victim and Witness Rights Act (§ 19.2-11.01) and assists them in receiving services required by law.
- Provides clients with information and referrals for services in the community.
- Promotes accountability, innovation, and excellence in providing service to clients.

Domestic Violence Program

- Prosecutes every case of domestic violence, sexual assault, violation of protective orders and stalking affecting adult women in the County of York and City of Poquoson.
- Improves communication and relationships among the Board of Supervisors, other elected and appointed officials, other agencies, County staff, and the public.
- Coordinates efforts among law enforcement, prosecutor, victim assistance programs and victim advocacy groups within our jurisdictions to better meet the needs of women as victims.
- Maintains case records and statistics on victims in our jurisdictions to validate the impact a dedicated prosecutor has on the Court system and on the women being served.



**York County
Departmental Budget Documents**

Clerk of the Circuit Court

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Personnel	854,661	914,549	914,549	937,485
Contractual Services	7,840	21,540	21,540	20,690
Internal Services	33	6,995	6,995	7,776
Other Charges	8,543	10,865	10,865	10,985
Materials & Supplies	7,589	14,050	14,050	9,550
Capital Outlays	112,618	5,000	5,000	-
Grants & Donations	3,315	-	-	-
Total Budgetary Costs	<u>994,599</u>	<u>972,999</u>	<u>972,999</u>	<u>986,486</u>

Funding Sources	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Local	264,734	276,999	276,999	427,806
State Shared Expenses	597,781	569,000	569,000	435,680
State Aid & Grants	9,875	11,000	11,000	11,000
Permits, Fees, Regulatory Licenses	5,413	9,000	9,000	5,000
Charges for Services	116,796	107,000	107,000	107,000
Total Revenues	<u>994,599</u>	<u>972,999</u>	<u>972,999</u>	<u>986,486</u>

Staffing Summary	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Full-Time Equivalents (FTE's)	14.00	14.00	14.00	14.00

Major Budget Variances

•Funding for personnel reflects a 2.5% market adjustment and a fiscal year flat rate adjustment of \$500 per eligible, full-time employee / \$250 per eligible, part-time employee, effective July 1. An increase in health insurance is also programmed.

•Internal Services:
Information Technology is based on the proportionate share of allocated IT related charges such as service contracts for computer data circuits and network maintenance and purchases of data processing equipment. The allocation is based on the department's number of desktops and/or mobile units. The increase is attributable to the increase in number and costs of maintenance service contracts on new technology.

•Decreased funding in Materials & Supplies is programmed.

•Decreased funding in Capital Outlays is due to furnishings purchased in FY19. Funding is not needed in current fiscal year.

**York County
Departmental Budget Documents**

Commonwealth's Attorney

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Personnel	1,037,275	1,104,308	1,104,308	1,131,897
Contractual Services	13,959	30,032	30,032	18,680
Internal Services	-	24,919	24,919	29,274
Other Charges	15,911	17,641	17,641	18,500
Materials & Supplies	5,566	6,200	6,200	13,200
Capital Outlays	10,920	-	-	-
Total Budgetary Costs	<u>1,083,631</u>	<u>1,183,100</u>	<u>1,183,100</u>	<u>1,211,551</u>

Funding Sources	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Local	523,395	628,100	628,100	641,871
State Shared Expenses	552,979	548,000	548,000	562,680
Charges for Services	7,257	7,000	7,000	7,000
Total Revenues	<u>1,083,631</u>	<u>1,183,100</u>	<u>1,183,100</u>	<u>1,211,551</u>

Staffing Summary	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Full-Time Equivalents (FTE's)	12.75	12.75	12.75	12.75

Major Budget Variances

•Funding for personnel reflects a 2.5% market adjustment and a fiscal year flat rate adjustment of \$500 per eligible, full-time employee / \$250 per eligible, part-time employee, effective July 1. An increase in health insurance is also programmed.

•Internal Services:
Information Technology is based on the proportionate share of allocated IT related charges such as service contracts for computer data circuits and network maintenance and purchases of data processing equipment. The allocation is based on the department's number of desktops and/or mobile units. The increase is attributable to the increase in number and costs of maintenance service contracts on new technology.

•A decrease is programmed in Contractual Services since three software systems were purchased in FY19 and for FY20 only the annual maintenance fees are due.

•An increase in funding is programmed in Materials & Supplies for the purchase of desktop scanners.

**York County
Departmental Budget Documents**

Victim-Witness Assistance Program

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Personnel	194,956	184,277	184,277	218,865
Contractual Services	1,484	2,098	2,098	2,992
Internal Services	-	8,276	8,276	8,797
Other Charges	6,129	14,724	14,724	18,358
Materials & Supplies	4,529	3,941	3,941	5,053
Capital Outlays	2,144	-	-	-
Total Budgetary Costs	<u>209,242</u>	<u>213,316</u>	<u>213,316</u>	<u>254,065</u>

Funding Sources	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Local	94,912	83,316	83,316	124,065
State Aid & Grants	35,485	30,000	30,000	30,000
Federal Aid & Grants	78,845	100,000	100,000	100,000
Total Revenues	<u>209,242</u>	<u>213,316</u>	<u>213,316</u>	<u>254,065</u>

Staffing Summary	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Full-Time Equivalents (FTE's)	3.00	3.00	3.00	3.00

Major Budget Variances

- Funding for personnel reflects a 2.5% market adjustment and a fiscal year flat rate adjustment of \$500 per eligible, full-time employee / \$250 per eligible, part-time employee, effective July 1. An increase in health insurance is also programmed.

- Internal Services:
Information Technology is based on the proportionate share of allocated IT related charges such as service contracts for computer data circuits and network maintenance and purchases of data processing equipment. The allocation is based on the department's number of desktops and/or mobile units. The increase is attributable to the increase in number and costs of maintenance service contracts on new technology.

- An increase in funding is programmed in Other Charges for personnel development.

**York County
Departmental Budget Documents**

Domestic Violence Program

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Personnel	49,873	48,505	48,505	48,876
Contractual Services	397	531	531	993
Other Charges	167	1,665	1,665	1,695
Materials & Supplies	165	400	400	400
Total Budgetary Costs	<u>50,602</u>	<u>51,101</u>	<u>51,101</u>	<u>51,964</u>

Funding Sources	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Local	39,863	24,101	24,101	24,964
Federal Aid & Grants	10,739	27,000	27,000	27,000
Total Revenues	<u>50,602</u>	<u>51,101</u>	<u>51,101</u>	<u>51,964</u>

Staffing Summary	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Full-Time Equivalents (FTE's)	0.75	0.75	0.75	0.75

Major Budget Variances

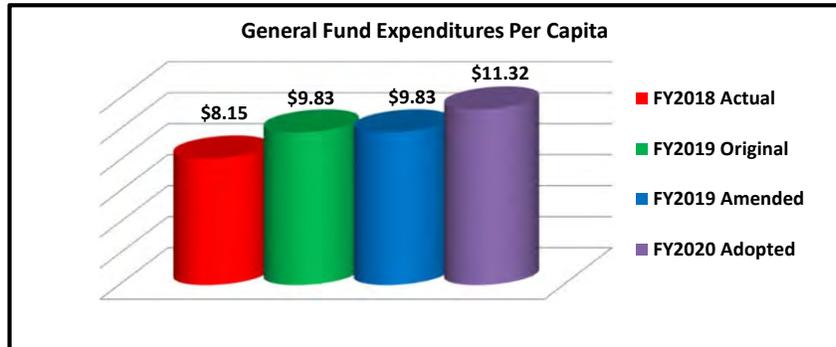
*Funding for personnel reflects a 2.5% market adjustment and a fiscal year flat rate adjustment of \$500 per eligible, full-time employee / \$250 per eligible, part-time employee, effective July 1.

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Other Court - Related Judicial Services



Other Court-Related Judicial Services encompasses an array of services. Individual division details follow this summary page.



Department Overview

Circuit Court

- Promptly hears and decides matters brought before the court, without bias or prejudice, remaining faithful to the law, and not swayed by partisan interests, public clamor or fear of criticism.
- Maintains order, decorum, and civility in proceedings before the court.
- Requires staff, court officials, and others subject to the court's control to refrain from bias or prejudice and employ courtesy and decorum in the performance of their duties.
- Exercises the power of appointment impartially and on the basis of merit.

General District Court

- Accurately prepares and processes all cases filed in the Court in a timely and efficient manner.
- Maintains intensive employee training utilizing many different media to ultimately provide the best possible customer service to all Court users.
- Maintains an on-site public access terminal and the Internet to allow access to Court records.
- Continually improves the General District Court Web Page and expands access to the Court.
- Investigates ways to meet the demands of pro se litigants and the general public regarding court procedures and court forms, specifically in the civil and small claims divisions.

Juvenile & Domestic Relations District Court

- Processes all case papers in an accurate and timely manner, keeps Court records and provides information to the parties involved in a case, to the extent permitted by law.
- Works with and assists all law enforcement agencies, as well as other agencies, in the effective flow of all cases before the Court.
- Continues the commitment to rehabilitate those who come before the Court, in addition to protecting the public, and holding juvenile offenders accountable for their actions.
- Processes money received and transmits to the proper authority.
- Maintains effective and time-efficient scheduling practices.

Colonial Group Home Commission

- Strengthens all existing programs by offering an enhanced level of therapeutic services through the integration of services, providing accessible and effective treatment for our troubled youth and their families.
- Reviews all discretionary grants and funding opportunities that will allow us to provide fundamental and essential juvenile services in all Commission localities.
- Works closely with all community based agencies that provide services to adolescents in an attempt to provide a true local continuum of services.
- Administers the programs with member jurisdictions from the City of Williamsburg and the Counties of York, Gloucester and James City with York County as the managing jurisdiction.

Magistrate

- As an independent judicial officer of the Commonwealth of Virginia, provides services in a timely manner to all necessary person
- Effectively utilizes all communications and technical resources to improve the delivery of magistrate services.



**York County
Departmental Budget Documents**

Circuit Court

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Personnel	59,116	86,446	86,446	89,310
Contractual Services	885	1,020	1,020	908
Internal Services	-	1,634	1,634	3,659
Other Charges	907	3,420	3,420	3,420
Materials & Supplies	2,526	3,300	3,300	3,800
Capital Outlays	1,791	-	-	4,102
Total Budgetary Costs	<u>65,225</u>	<u>95,820</u>	<u>95,820</u>	<u>105,199</u>

Funding Sources	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Local	-619,079	-569,180	-569,180	-569,801
State Aid & Grants	54,684	55,000	55,000	55,000
Fines & Forfeitures	216,872	215,000	215,000	225,000
Recovered Costs	412,748	395,000	395,000	395,000
Total Revenues	<u>65,225</u>	<u>95,820</u>	<u>95,820</u>	<u>105,199</u>

Staffing Summary	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Full-Time Equivalents (FTE's)	1.50	1.50	1.50	1.50

Major Budget Variances

•Funding for personnel reflects a 2.5% market adjustment and a fiscal year flat rate adjustment of \$500 per eligible, full-time employee / \$250 per eligible, part-time employee, effective July 1. An increase in health insurance is also programmed.

•Internal Services:

Information Technology is based on the proportionate share of allocated IT related charges such as service contracts for computer data circuits and network maintenance and purchases of data processing equipment. The allocation is based on the department's number of desktops and/or mobile units. The increase is attributable to the increase in number and costs of maintenance service contracts on new technology.

•Capital Outlays increased to fund new copier/fax machine.

**York County
Departmental Budget Documents**

General District Court

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Contractual Services	11,333	17,515	17,515	17,515
Internal Services	44	152	152	150
Other Charges	7,361	8,000	8,000	8,000
Materials & Supplies	2,995	3,550	3,550	3,350
Capital Outlays	5,485	-	-	-
Total Budgetary Costs	<u>27,218</u>	<u>29,217</u>	<u>29,217</u>	<u>29,015</u>

Funding Sources	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Local	19,687	22,217	22,217	22,015
Charges for Services	7,531	7,000	7,000	7,000
Total Revenues	<u>27,218</u>	<u>29,217</u>	<u>29,217</u>	<u>29,015</u>

Major Budget Variances

•There are no significant changes programmed for FY2020.

**York County
Departmental Budget Documents**

Juvenile & Domestic Relations Court

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Contractual Services	3,376	3,650	3,650	3,800
Internal Services	548	506	506	600
Other Charges	9,177	11,850	11,850	11,850
Materials & Supplies	3,179	3,950	3,950	3,450
Capital Outlays	-	-	-	4,645
Total Budgetary Costs	<u>16,280</u>	<u>19,956</u>	<u>19,956</u>	<u>24,345</u>

Funding Sources	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Local	16,280	19,956	19,956	24,345
Total Revenues	<u>16,280</u>	<u>19,956</u>	<u>19,956</u>	<u>24,345</u>

Major Budget Variances

•Increased funding for Capital Outlays reflects the replacement of a copier not covered by the IT Fund.

**York County
Departmental Budget Documents**

Colonial Group Home Commission

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Contractual Services	450,082	528,828	528,828	617,374
Total Budgetary Costs	<u>450,082</u>	<u>528,828</u>	<u>528,828</u>	<u>617,374</u>

Funding Sources	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Local	450,082	528,828	528,828	617,374
Total Revenues	<u>450,082</u>	<u>528,828</u>	<u>528,828</u>	<u>617,374</u>

Major Budget Variances

•Increased funding is due to the funding formula, approved by the regional partners, which considers general population size, the juvenile population size and the average utilization of services.

**York County
Departmental Budget Documents**

Magistrate

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Contractual Services	-	800	800	-
Other Charges	-	42	42	-
Materials & Supplies	1,057	1,158	1,158	-
Grants & Donations	-	-	-	2,000
Total Budgetary Costs	<u>1,057</u>	<u>2,000</u>	<u>2,000</u>	<u>2,000</u>

Funding Sources	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Local	1,057	2,000	2,000	2,000
Total Revenues	<u>1,057</u>	<u>2,000</u>	<u>2,000</u>	<u>2,000</u>

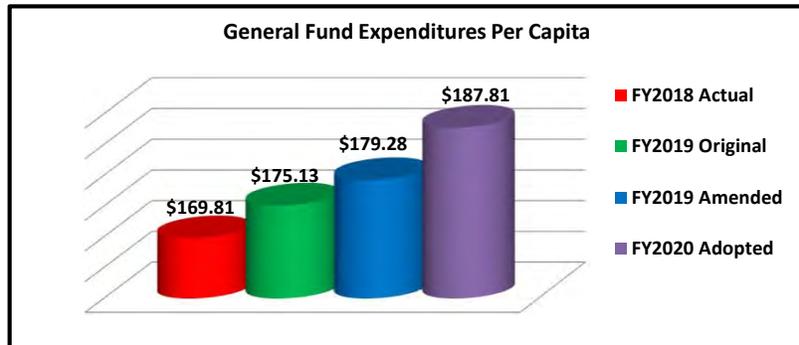
Major Budget Variances

•Funding for the Magistrate is being handled as an Outside Agency Funding beginning in FY2020.

Office of the Sheriff



The Sheriff is an elected official and is responsible for protecting life and property of the residents of York County. This is accomplished through the divisions below. Individual division details follow this summary page.



Department Overview

General Operations

- Provides quality support staff to maintain offense report data on criminal activities, criminal warrants, parking and traffic tickets.
- Provides support in personnel, payroll, purchasing, budgets, and secretarial duties.
- Provides high quality training that meets and/or exceeds statutory standards.
- Maintains accreditation through the VA Law Enforcement Professional Standards Comm.
- Maintains, stores, and processes all evidence and seized property for the agency.

Law Enforcement

- Provides professional and efficient law enforcement services to the residents and businesses of York County.
- Enforces State and local criminal laws and ordinances.
- Enforces State and local motor vehicle laws on the highways and streets of York County.
- Acts as a deterrent to criminal activity by patrolling the County as a visible symbol of law enforcement.
- Maintains a well-trained Emergency Response and Hostage Negotiation Team to respond to critical incidents such as drug raids, hostage and high jacking situations, high-risk warrant service, domestic terrorism, and missing and lost individuals.
- Maintains a well-trained bicycle team to provide community policing services to residents of York County.
- Maintains and equips a professional Honor Guard to provide services to the residents and participate in community events.

Investigations

- Provides the residents of York County with a competent and well trained staff of investigators who will investigate thoroughly all major crimes that occur in York County.
- Fosters ongoing relationships with other county and law enforcement agencies from other jurisdictions with a common goal of working together to solve crimes and bring perpetrators to justice.
- Presents competent testimony relative to the investigation in the courts of York County and work with the York County Commonwealth's Attorney's Office to ensure that persons that commit these crimes are successfully prosecuted.

Civil Operations/Court Security

- Serves civil processes on a timely basis.
- Serves jury notices on a timely basis.
- Aids the road deputies in traffic control, funeral traffic, and general back up.
- Provides Court security to the Circuit Court, General District Court, and Juvenile and Domestic Relations District Court.
- Provides security to the main entrance of the Courthouse.
- Staffs the control room in the basement of the Courthouse.
- Provides security for inmates awaiting trial, as well as, subjects committed to jail by the Courts. This security entails initial searching of male and female inmates and juveniles.
- Processes sentenced felons and misdemeanors that are not committed to the regional jail, by fingerprinting and photographing.
- Processes all juveniles through fingerprinting and photographing.
- Fingerprints residents for non-criminal reasons, i.e. concealed weapon permits, employment with government and private businesses.

Community Services

- Provides one deputy per school to patrol the four high schools campuses and two deputies to patrol the four middle school campuses.
- Maintains security on school grounds and acts as a law enforcement liaison.
- Provides certification in Class Action for the four deputies assigned to the high schools.
- Provides classes (Class Action) on the severity and consequences of criminal activities to the middle school students (Eighth graders).
- Provides a DARE program to the elementary and middle schools in York County.
- Provides a comprehensive Crime Analysis program to analyze and reduce crime.
- Provides a Crime Prevention program to the residents of York County.



**York County
Departmental Budget Documents**

Sheriff - General Operations

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Personnel	1,708,553	1,605,179	1,605,179	1,755,908
Contractual Services	65,775	65,418	65,418	69,625
Internal Services	69,256	124,125	124,125	124,760
Other Charges	172,309	178,656	178,656	182,488
Materials & Supplies	57,793	58,410	58,410	66,165
Leases & Rentals	1,870	5,940	5,940	5,940
Capital Outlays	6,406	7,100	7,100	-
Grants & Donations	39,691	-	-	-
Total Budgetary Costs	<u>2,121,653</u>	<u>2,044,828</u>	<u>2,044,828</u>	<u>2,204,886</u>

Funding Sources	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Local	910,730	880,904	595,904	805,819
State Shared Expenses	681,734	655,924	655,924	695,567
State Aid & Grants	22,319	-	-	10,000
Transfer From Other Funds	326,840	349,000	634,000	534,500
Charges for Services	174,478	158,000	158,000	158,000
Miscellaneous	4,352	-	-	-
Recovered Costs	1,200	1,000	1,000	1,000
Total Revenues	<u>2,121,653</u>	<u>2,044,828</u>	<u>2,044,828</u>	<u>2,204,886</u>

Staffing Summary	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Full-Time Equivalents (FTE's)	18.50	18.50	18.50	14.50

Major Budget Variances

•Funding for personnel reflects a 2.5% market adjustment and a fiscal year flat rate adjustment of \$500 per eligible, full-time employee / \$250 per eligible, part-time employee, effective July 1. An increase in health insurance is also programmed.

•Funding reflects a reallocation of 4.50 in full-time equivalent to the Sheriff's Community Services Division.

•Funding reflects all overtime for the Sheriff's divisions reallocated to the Sheriff's General Operations fund.

•Overall increase in Materials & Supplies is attributable to new expenditures for drone and Public Information Office supplies.

•Operating increases are also attributable to an increase in Contractual Services.

•Internal Services:
Information Technology is based on the proportionate share of allocated IT related charges such as service contracts for computer data circuits and network maintenance and purchases of data processing equipment. The allocation is based on the department's number of desktops and/or mobile units. The increase is attributable to the increase in number and costs of maintenance service contracts on new technology.

A decrease in Vehicle Maintenance is due to a downward trend in expenditures for the fleet allocated within the division.

•The decrease in Capital Outlay is due to not having vehicle equipment replacement in FY20 under the General Operations budget.

**York County
Departmental Budget Documents**

Sheriff - Law Enforcement

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Personnel	4,540,223	4,713,099	4,713,099	4,604,037
Contractual Services	86,903	103,380	103,380	121,000
Internal Services	784,477	762,352	762,352	979,065
Other Charges	60,285	80,660	80,660	84,910
Materials & Supplies	234,020	301,874	301,874	283,835
Capital Outlays	120,247	217,735	217,735	144,211
Grants & Donations	17,603	-	-	-
Total Budgetary Costs	<u>5,843,758</u>	<u>6,179,100</u>	<u>6,179,100</u>	<u>6,217,058</u>

Funding Sources	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Local	4,978,342	5,250,526	5,250,526	5,334,929
State Shared Expenses	860,666	924,574	924,574	878,129
Fines & Forfeitures	4,750	4,000	4,000	4,000
Total Revenues	<u>5,843,758</u>	<u>6,179,100</u>	<u>6,179,100</u>	<u>6,217,058</u>

Staffing Summary	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Full-Time Equivalents (FTE's)	57.00	59.00	57.00	56.00

Major Budget Variances

•An overall decrease in personnel reflects a credit from the Tourism Fund to the Sheriff's Department for security services provided for all Tourism and waterfront related activities.

•Funding for personnel reflects a 2.5% market adjustment and a fiscal year flat rate adjustment of \$500 per eligible, full-time employee / \$250 per eligible, part-time employee, effective July 1. An increase in health insurance is also programmed.

•Funding reflects a reallocation of 2.00 full-time equivalent to the Community Services Division.

•Internal Services:

Information Technology is based on the proportionate share of allocated IT related charges such as service contracts for computer data circuits and network maintenance and purchases of data processing equipment. The allocation is based on the department's number of desktops and/or mobile units. The increase is attributable to the increase in number and costs of maintenance service contracts on new technology.

An increase in Vehicle Maintenance is attributable to an increase in fleet size, vehicle replacement and rate study.

•Overall increase in Contractual Services is attributable to the cost of warranty coverage for existing firearms and maintenance contracts.

•A decrease in Capital Outlay is attributable to programmed vehicle replacement in FY19 that is not needed in FY20.

**York County
Departmental Budget Documents**

Sheriff - Investigations

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Personnel	1,403,673	1,523,985	1,523,985	1,393,557
Contractual Services	25,179	43,121	43,121	58,285
Internal Services	137,415	174,167	174,167	189,035
Other Charges	23,972	36,560	36,560	56,980
Materials & Supplies	26,054	30,483	30,483	33,150
Capital Outlays	13,721	4,100	4,100	6,731
Total Budgetary Costs	<u>1,630,014</u>	<u>1,812,416</u>	<u>1,812,416</u>	<u>1,737,738</u>

Funding Sources	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Local	1,134,063	1,343,578	1,343,578	1,231,725
State Shared Expenses	495,951	468,838	468,838	506,013
Total Revenues	<u>1,630,014</u>	<u>1,812,416</u>	<u>1,812,416</u>	<u>1,737,738</u>

Staffing Summary	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Full-Time Equivalents (FTE's)	15.00	15.00	15.00	15.00

Major Budget Variances

•Funding for personnel reflects a 2.5% market adjustment and a fiscal year flat rate adjustment of \$500 per eligible, full-time employee / \$250 per eligible, part-time employee, effective July 1. An increase in health insurance is also programmed

•Internal Services:
Information Technology is based on the proportionate share of allocated IT related charges such as service contracts for computer data circuits and network maintenance and purchases of data processing equipment. The allocation is based on the department's number of desktops and/or mobile units. The increase is attributable to the increase in number and costs of maintenance service contracts on new technology.

•An increase in Vehicle Maintenance is due to an upward trend in expenditures for the fleet allocated within the division.

•Overall increase in Contractual Services is attributable to Maintenance Service Contracts and Miscellaneous Services.

•Increased funding in Other Charges is attributable to telecommunication and dues/memberships fees.

**York County
Departmental Budget Documents**

Sheriff - Civil Operations/Court Security

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Personnel	1,414,057	1,374,195	1,374,195	1,415,303
Contractual Services	10,019	11,812	11,812	12,012
Internal Services	19,774	38,617	38,617	45,345
Other Charges	4,988	12,600	12,600	10,780
Materials & Supplies	13,916	32,400	32,400	33,350
Leases & Rentals	1,562	-	-	-
Capital Outlays	2,704	-	-	-
Total Budgetary Costs	<u>1,467,020</u>	<u>1,469,624</u>	<u>1,469,624</u>	<u>1,516,790</u>

Funding Sources	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Local	1,081,353	1,011,211	1,011,211	1,130,590
State Shared Expenses	247,184	328,413	328,413	252,200
Permits, Fees, Regulatory Licenses	22,733	20,000	20,000	20,000
Fines & Forfeitures	115,750	110,000	110,000	114,000
Total Revenues	<u>1,467,020</u>	<u>1,469,624</u>	<u>1,469,624</u>	<u>1,516,790</u>

Staffing Summary	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Full-Time Equivalents (FTE's)	18.00	18.00	18.00	18.00

Major Budget Variances

•Funding for personnel reflects a 2.5% market adjustment and a fiscal year flat rate adjustment of \$500 per eligible, full-time employee / \$250 per eligible, part-time employee, effective July 1. An increase in health insurance is also programmed.

•Internal Services:

Information Technology is based on the proportionate share of allocated IT related charges such as service contracts for computer data circuits and network maintenance and purchases of data processing equipment. The allocation is based on the department's number of desktops and/or mobile units. The increase is attributable to the increase in number and costs of maintenance service contracts on new technology.

An increase in Vehicle Maintenance is due to an upward trend in expenditures for the fleet allocated within the division.

**York County
Departmental Budget Documents**

Sheriff - Community Services

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Personnel	478,419	455,911	596,815	1,133,898
Internal Services	42,275	58,282	78,282	53,152
Other Charges	3,894	12,400	23,600	15,270
Materials & Supplies	4,064	3,588	6,484	22,684
Capital Outlays	-	-	110,000	5,612
Total Budgetary Costs	<u>528,652</u>	<u>530,181</u>	<u>815,181</u>	<u>1,230,616</u>

Funding Sources	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Local	353,936	354,643	639,643	1,052,355
State Shared Expenses	174,716	175,538	175,538	178,261
Total Revenues	<u>528,652</u>	<u>530,181</u>	<u>815,181</u>	<u>1,230,616</u>

Staffing Summary	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Full-Time Equivalents (FTE's)	5.00	5.00	7.00	13.00

Major Budget Variances

•Funding for personnel reflects a 2.5% market adjustment and a fiscal year flat rate adjustment of \$500 per eligible, full-time employee / \$250 per eligible, part-time employee, effective July 1. An increase in health insurance is also programmed.

•Funding reflects a reallocation of 6.50 full-time equivalent from other divisions within the Sheriff's office.

•A decrease in Vehicle Maintenance is due to a downward trend in expenditures for the fleet allocated within the division.

•Funding increased in Other Charges for personnel development.

•Overall increase in Materials & Supplies is due to reallocating programs from the Sheriff's Administration Division to the new Community Services Division.

**York County
Departmental Budget Documents**

Sheriff - DARE Grant Program

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Contractual Services	28,151	-	-	-
Other Charges	49,795	-	-	-
Leases & Rentals	1,430	-	-	-
Total Budgetary Costs	<u>79,376</u>	<u>-</u>	<u>-</u>	<u>-</u>

Funding Sources	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Local	79,376	-	-	-
Total Revenues	<u>79,376</u>	<u>-</u>	<u>-</u>	<u>-</u>

Major Budget Variances

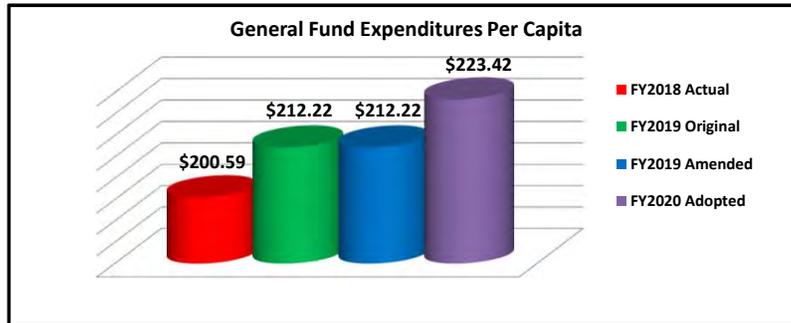
•Beginning of FY19 the Dare Grant was reallocated to the Grant Fund.

Fire & Life Safety



The mission is "to provide fire and life safety protection to our community in order to prevent emergencies when possible, and to respond quickly, minimize pain, suffering and loss when emergencies do occur." This is accomplished through the divisions below. Individual division details follow this summary page.

Department Overview



Administration

- Ensures an effective and efficient operational and administrative command structure that oversees a quick, effective fire/rescue/EMS/emergency management/animal services response system, and aids the public to the extent necessary to assist them in coping with and/or overcoming an emergency crisis.
- Evaluates community risks and department's capabilities/service delivery to ensure optimum emergency prevention and response and recovery.
- Develops the strategic actions and ensure their implementation through the various departmental functional activities, divisions, offices and bureaus, etc.
- Manages all administrative aspects of the department's operations. Additionally, uniformed staff have incident oversight and command responsibility.
- Ensures that an effective fire and life safety system is in place and is managed effectively, efficiently and with quality customer service.
- Coordinates, develops, exercises, and implements, as required, a comprehensive emergency management system that includes mitigation, preparedness, response, and recovery.

Fire & Rescue Operations

- Responds immediately to, and effectively mitigates, emergency incidents operating from six neighborhood fire stations.
- Minimizes loss of life, injury, illness, and property damage resulting from emergency events.
- Conducts services in a courteous, caring, competent and professional manner.
- Supports effective fire and injury education programs throughout the community.



Technical Services & Special Operations

- Coordinates a comprehensive health and safety program for the entire department.
- Manages a comprehensive logistics program to include department facilities, apparatus, equipment, systems and supplies.
- Maintains and develops cooperative efforts with other response partners in the region, as appropriate.
- Coordinates the County's special operations capabilities to include: technical rescue, hazardous materials response, medical response to weapons of mass destruction/effect/casualty, marine incident response and fire/rescue support of special events.
- Provides emergency operations center and incident command support.

Prevention & Community Safety

- Enforces state and local laws, codes and ordinances pertaining to fire and life safety.
- Conducts plan reviews and building code life-safety related inspections of commercial, industrial and public buildings; conducts fire code inspections of buildings within the County.
- Conducts investigations of fires to determine origin and cause.
- Provides fire/injury prevention and life safety education programs to a variety of age groups and businesses in the County; provides fire safety educational information for high school seniors as they transition to college and/or the workforce. Conducts the Risk Watch program for all 2nd grade classes.
- Provides intervention and direction for children identified as juvenile fire setters and their parents.
- Coordinates the County's Child Seat Awareness Restraint and Education program "CARE."
- Coordinates the York County CERT program in collaboration with the Office of Emergency Management.



Support Services

- Manages, coordinates and/or delivers a comprehensive professional development/training program.
- Coordinates and/or delivers essential entry-level, advanced, and specialty certification programs, well as in-station training, in-service continuing education programs and quality improvement programs/initiatives.
- Administers the department's EMS system to include training, licensure, quality control and protocol adherence.
- Researches and evaluates operational practices, makes recommendations for the improvement or modification of such and develops related training programs.
- Coordinates with Fire and Rescue Operations to be ensure the effective delivery of EMS response services.
- Manages the EMS Transport Cost Recovery Program.

Animal Services

- Responds to requests to control wild, domestic, and companion animals posing a threat to the health, safety and welfare of County residents and visitors.
- Responds to assist with, and provide for the safety and welfare of, wild and/or domestic animals in need as appropriate.
- Promotes the humane treatment of animals, and the prevention of cruelty and harassment.
- Checks and verifies current animal licenses and rabies certificates.
- Issues summons or warrants when applicable for violations of State animal control laws and local animal control ordinances and regulations.
- Collects unlicensed, stray, ill, injured, or dangerous animals and transports them to a humane shelter or veterinarian as appropriate.
- Educates the public on health and welfare, life safety, the obligations of animal ownership, and other issues involving animal control.



Emergency Management

- Coordinates and manages a comprehensive emergency management system of preparation/response/recovery and develops associated emergency operational plans.
- Actively works towards sustained actions to reduce or eliminate long-term risk to people and property from hazards and their effects.
- Plans, trains, and exercises County resources for efficient and effective preparation for, response to and recovery from emergencies and disasters. Establishes and maintains a program of public awareness to enhance public self-sufficiency in disasters.
- Coordinates county, regional, state, and federal resources in an emergency operations center to save lives and property through evacuating potential victims; providing food, water, shelter, and medical care to those in need; and restoring critical public services.

**York County
Departmental Budget Documents**

Fire & Life Safety - Administration

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Personnel	277,683	414,641	414,641	523,734
Contractual Services	2,378	3,320	3,320	3,065
Internal Services	13,996	14,290	14,290	24,566
Other Charges	111,357	122,694	122,694	125,022
Materials & Supplies	925	1,361	1,361	1,275
Total Budgetary Costs	<u>406,339</u>	<u>556,306</u>	<u>556,306</u>	<u>677,662</u>

Funding Sources	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Local	406,339	556,306	556,306	677,662
Total Revenues	<u>406,339</u>	<u>556,306</u>	<u>556,306</u>	<u>677,662</u>

Staffing Summary	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Full-Time Equivalents (FTE's)	1.50	4.50	4.50	4.50

Major Budget Variances

•Funding for personnel reflects a 2.5% market adjustment and a fiscal year flat rate adjustment of \$500 per eligible, full-time employee / \$250 per eligible, part-time employee, effective July 1. An increase in health insurance is also programmed.

•Internal Services:
Information Technology is based on the proportionate share of allocated IT related charges such as service contracts for computer data circuits and network maintenance and purchases of data processing equipment. The allocation is based on the department's number of desktops and/or mobile units. The increase is attributable to the increase in number and costs of maintenance service contracts on new technology.

•An increase in Vehicle Maintenance is due to an upward trend in expenditures for the fleet allocated within the division.

**York County
Departmental Budget Documents**

Fire & Life Safety - Fire & Rescue Operations

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Personnel	10,760,194	10,959,485	10,959,485	11,372,042
Contractual Services	203,272	153,090	153,090	143,485
Internal Services	540,603	706,639	706,639	731,489
Other Charges	30,219	17,624	17,624	36,613
Materials & Supplies	242,554	171,089	171,089	164,639
Capital Outlays	12,484	16,500	16,500	26,500
Grants & Donations	55,612	10,000	10,000	-
Insurance Recovery	16,951	-	-	-
Total Budgetary Costs	<u>11,861,889</u>	<u>12,034,427</u>	<u>12,034,427</u>	<u>12,474,768</u>

Funding Sources	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Local	10,180,553	10,634,427	10,634,427	11,074,768
State Aid & Grants	272,899	-	-	-
Charges for Services	1,398,920	1,400,000	1,400,000	1,400,000
Miscellaneous	9,517	-	-	-
Total Revenues	<u>11,861,889</u>	<u>12,034,427</u>	<u>12,034,427</u>	<u>12,474,768</u>

Staffing Summary	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Full-Time Equivalents (FTE's)	133.50	133.50	133.50	132.00

Major Budget Variances

•Funding for personnel reflects a 2.5% market adjustment and a fiscal year flat rate adjustment of \$500 per eligible, full-time employee / \$250 per eligible, part-time employee, effective July 1. An increase in health insurance is also programmed.

•An increase in Personnel is attributable to an approved enhancement for Advanced Life Support Incentive Pay. This incentive supports a competitive compensation plan for employee retention and recruitment, comparable to neighboring localities.

•Overall funding for Personnel has increased due to salary adjustments for career ladder advancement and vacancies being filled.

•A decrease is programmed in Contractual Services for payments of medical services.

•Internal Services:

Information Technology is based on the proportionate share of allocated IT related charges such as service contracts for computer data circuits and network maintenance and purchases of data processing equipment. The allocation is based on the department's number of desktops and/or mobile units. The increase is attributable to the increase in number and costs of maintenance service contracts on new technology.

An increase in Vehicle Maintenance is due to an upward trend in expenditures for the Fire Apparatus/Equipment allocated within the division.

•Increased funding for Other Charges reflects an increase to Telecommunications.

•A decrease is programmed in Materials & Supplies for minor furnishings.

•Increased funding in Capital Outlays ties to the number of vehicles due for replacement and the equipment needed for them in FY20.

**York County
Departmental Budget Documents**

Fire & Life Safety - Technical Services & Special Operations

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Personnel	428,396	345,690	345,690	363,648
Contractual Services	2,080	16,435	16,435	18,440
Internal Services	31,053	32,918	32,918	49,721
Other Charges	14,650	3,673	3,673	4,348
Materials & Supplies	11,575	66,958	66,958	77,010
Capital Outlays	1,664	-	-	10,000
Total Budgetary Costs	<u>489,418</u>	<u>465,674</u>	<u>465,674</u>	<u>523,167</u>

Funding Sources	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Local	489,418	465,674	465,674	523,167
Total Revenues	<u>489,418</u>	<u>465,674</u>	<u>465,674</u>	<u>523,167</u>

Staffing Summary	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Full-Time Equivalents (FTE's)	4.00	3.00	3.00	3.00

Major Budget Variances

•Funding for personnel reflects a 2.5% market adjustment and a fiscal year flat rate adjustment of \$500 per eligible, full-time employee / \$250 per eligible, part-time employee, effective July 1. An increase in health insurance is also programmed.

•Internal Services:
Information Technology is based on the proportionate share of allocated IT related charges such as service contracts for computer data circuits and network maintenance and purchases of data processing equipment. The allocation is based on the department's number of desktops and/or mobile units. The increase is attributable to the increase in number and costs of maintenance service contracts on new technology.

An increase in Vehicle Maintenance is due to an upward trend in expenditures for the fleet allocated within the division.

•Overall increase in Materials & Supplies is attributable to the Emergency Response Team and Protective Equipment Supplies.

•Increased funding in Capital Outlays is for the replacement of vehicle equipment.

**York County
Departmental Budget Documents**

Fire & Life Safety - Prevention & Community Safety

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Personnel	290,567	347,386	347,386	348,627
Contractual Services	1,927	1,800	1,800	2,000
Internal Services	36,101	24,554	24,554	43,286
Other Charges	2,280	4,300	4,300	4,676
Materials & Supplies	6,939	8,637	8,637	10,146
Capital Outlays	40	-	-	-
Total Budgetary Costs	<u>337,854</u>	<u>386,677</u>	<u>386,677</u>	<u>408,735</u>

Funding Sources	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Local	337,854	386,677	386,677	408,735
Total Revenues	<u>337,854</u>	<u>386,677</u>	<u>386,677</u>	<u>408,735</u>

Staffing Summary	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Full-Time Equivalents (FTE's)	3.00	3.00	3.00	3.00

Major Budget Variances

•Funding for personnel reflects a 2.5% market adjustment and a fiscal year flat rate adjustment of \$500 per eligible, full-time employee / \$250 per eligible, part-time employee, effective July 1. An increase in health insurance is also programmed.

•Internal Services:
Information Technology is based on the proportionate share of allocated IT related charges such as service contracts for computer data circuits and network maintenance and purchases of data processing equipment. The allocation is based on the department's number of desktops and/or mobile units. The increase is attributable to the increase in number and costs of maintenance service contracts on new technology.

An increase in Vehicle Maintenance is due to an upward trend in expenditures for the fleet allocated within the division.

•Increased funding in Materials & Supplies is attributable to educational supplies and the cost of a storage unit no longer grant funded.

**York County
Departmental Budget Documents**

Fire & Life Safety - Support Services

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Personnel	56,702	289,117	289,117	320,388
Contractual Services	-	70,805	70,805	84,492
Internal Services	-	-	-	8,000
Other Charges	-	30,174	30,174	33,154
Materials & Supplies	-	70,068	70,068	83,868
Total Budgetary Costs	<u>56,702</u>	<u>460,164</u>	<u>460,164</u>	<u>529,902</u>

Funding Sources	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Local	56,702	460,164	460,164	529,902
Total Revenues	<u>56,702</u>	<u>460,164</u>	<u>460,164</u>	<u>529,902</u>

Staffing Summary	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Full-Time Equivalents (FTE's)	-	3.00	3.00	3.00

Major Budget Variances

•Funding for personnel reflects a 2.5% market adjustment and a fiscal year flat rate adjustment of \$500 per eligible, full-time employee / \$250 per eligible, part-time employee, effective July 1. An increase in health insurance is also programmed.

•An increase in Contractual Services is attributable to a new maintenance service contract.

•Internal Services:
An increase in Vehicle Maintenance is due to maintenance for an additional fleet vehicle allocated within the division.

•Overall increase in Material & Supplies is attributable to medical/laboratory supplies.

**York County
Departmental Budget Documents**

Fire & Life Safety - Animal Services

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Personnel	178,611	171,790	171,790	198,240
Contractual Services	210,200	210,867	210,867	219,662
Internal Services	20,718	22,659	22,659	82,690
Other Charges	4,232	4,494	4,494	4,494
Materials & Supplies	2,902	3,824	3,824	3,824
Insurance Recovery	3,633	-	-	-
Total Budgetary Costs	<u>420,296</u>	<u>413,634</u>	<u>413,634</u>	<u>508,910</u>

Funding Sources	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Local	378,846	363,634	363,634	488,910
State Aid & Grants	1,695	-	-	-
Permits, Fees, Regulatory Licenses	39,730	50,000	50,000	20,000
Fines & Forfeitures	25	-	-	-
Total Revenues	<u>420,296</u>	<u>413,634</u>	<u>413,634</u>	<u>508,910</u>

Staffing Summary	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Full-Time Equivalents (FTE's)	2.00	2.00	2.00	2.00

Major Budget Variances

•Funding for personnel reflects a 2.5% market adjustment and a fiscal year flat rate adjustment of \$500 per eligible, full-time employee / \$250 per eligible, part-time employee, effective July 1. An increase in health insurance is also programmed.

•Internal Services:

Information Technology is based on the proportionate share of allocated IT related charges such as service contracts for computer data circuits and network maintenance and purchases of data processing equipment. The allocation is based on the department's number of desktops and/or mobile units. The increase is attributable to the increase in number and costs of maintenance service contracts on new technology.

An increase in Vehicle Maintenance is due to an upward trend in expenditures for the fleet allocated within the division.

•Contractual Services funding increased in shelter services and medical services for the treatment of the County's sick and/or injured wildlife animals.

**York County
Departmental Budget Documents**

Fire & Life Safety - Emergency Management

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Personnel	168,998	189,223	189,223	180,244
Contractual Services	13,893	13,717	13,717	13,778
Internal Services	14,420	33,926	33,926	32,574
Other Charges	1,679	5,765	5,765	4,790
Materials & Supplies	123	200	200	300
Capital Outlays	1,646	-	-	-
Grants & Donations	12,145	25,000	25,000	-
Total Budgetary Costs	<u>212,904</u>	<u>267,831</u>	<u>267,831</u>	<u>231,686</u>

Funding Sources	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Local	212,904	267,831	267,831	231,686
Total Revenues	<u>212,904</u>	<u>267,831</u>	<u>267,831</u>	<u>231,686</u>

Staffing Summary	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Full-Time Equivalents (FTE's)	2.50	1.50	1.50	1.50

Major Budget Variances

•Funding for personnel reflects a 2.5% market adjustment and a fiscal year flat rate adjustment of \$500 per eligible, full-time employee / \$250 per eligible, part-time employee, effective July 1. An increase in health insurance is also programmed.

•Internal Services:

Information Technology is based on the proportionate share of allocated IT related charges such as service contracts for computer data circuits and network maintenance and purchases of data processing equipment. The allocation is based on the department's number of desktops and/or mobile units. The increase is attributable to the increase in number and costs of maintenance service contracts on new technology.

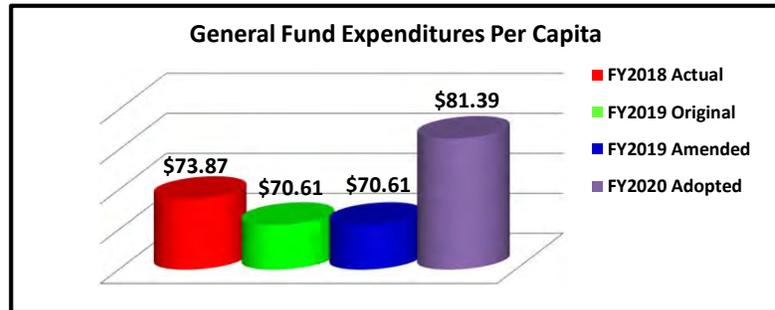
An increase in Vehicle Maintenance is due to an upward trend in expenditures for the fleet allocated within the division.

•Overall decrease in Grants & Donations is due to moving grants and donations to the new Grants & Donations Fund that was new in FY19.

Emergency Communications & Radio Maintenance



The York-Poquoson-Williamsburg Emergency Communications Center is dedicated to providing the residents and visitors of York County and the Cities of Poquoson and Williamsburg with the most proficient response to any emergency call. Individual division details follow this summary page.



Department Overview

Emergency Communications

- Answers calls including wireless E-911 calls using Enhanced 911 System and dispatches personnel/equipment to emergency and non-emergency scenes using numerous radio systems and Computer Aided Dispatch (CAD) System.
- Answers and processes all calls received from emergency cellular call boxes; all after-hour calls for County services and dispatches appropriate on-call workers; responds to Surry and National Warning Systems Instaphones; provides pre-arrival emergency medical instructions.
- Monitors intrusion/fire alarms for County buildings, receives and dispatches intrusion and fire alarms received from central stations for commercial businesses/private residences.

Regional Radio

- Manages resources relative to maintaining critical County communications, alarm, and emergency warning device infrastructure.
- Performs installation, service, maintenance, and removal of two-way radios, cellular telephones, alarm systems, and visual and audible warning systems.
- Oversees all installation, maintenance and service of visual and audible warning systems.

"HEADS UP" Program



The York Poquoson Williamsburg 911 Center has a special program which provides emergency response personnel with information related to pre-existing conditions or situations present at emergency scenes.

The program is called "Heads Up" symbolizing the call to action for emergency responders. The information provided, makes sure the first to the scene have been alerted and are mindful of the special conditions or situations they may face when called into action.

**York County
Departmental Budget Documents**

Emergency Communications

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Personnel	3,063,438	3,060,359	3,060,359	3,218,280
Contractual Services	592,406	239,395	239,395	773,906
Internal Services	17,985	70,156	70,156	83,680
Other Charges	134,489	155,506	155,506	164,776
Materials & Supplies	20,531	18,095	18,095	22,795
Capital Outlays	4,134	-	-	17,000
Total Budgetary Costs	<u>3,832,983</u>	<u>3,543,511</u>	<u>3,543,511</u>	<u>4,280,437</u>

Funding Sources	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Local	2,337,315	2,030,798	2,030,798	2,801,907
State Shared Expenses	174,980	182,713	182,713	178,530
State Aid & Grants	289,027	280,000	280,000	250,000
Transfer From Other Funds	99,000	99,000	99,000	99,000
Recovered Costs	932,661	951,000	951,000	951,000
Total Revenues	<u>3,832,983</u>	<u>3,543,511</u>	<u>3,543,511</u>	<u>4,280,437</u>

Staffing Summary	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Full-Time Equivalents (FTE's)	45.50	45.00	45.00	44.75

Major Budget Variances

•Funding for personnel reflects a 2.5% market adjustment and a fiscal year flat rate adjustment of \$500 per eligible, full-time employee / \$250 per eligible, part-time employee, effective July 1. An increase in health insurance is also programmed.

•Funding reflects 0.25 of a Management Analyst position reallocated to the Regional Radio Fund.

•An increase is programmed in contractual services for maintenance of the Computer Aided Dispatch (CAD) system and other software/hardware maintenance fees.

•Internal Services:

Information Technology is based on the proportionate share of allocated IT related charges such as service contracts for computer data circuits and network maintenance and purchases of data processing equipment. The allocation is based on the department's number of desktops and/or mobile units. The increase is attributable to the increase in number and costs of maintenance service contracts on new technology.

An increase in Vehicle Maintenance is due to an upward trend in expenditures for the fleet allocated within the division.

•Other Charges funding increased for training expenses and service surcharge.

•An increase in Materials & Supplies is programmed for uniforms/wearing apparel and small equipment for the initial start up costs of new employees and replacement of aged/worn items.

•Overall increase in Capital Outlays is attributable to a one-time approved enhancement for the replacement of ten dispatch chairs that have significant signs of deterioration and broken mechanics.

**York County
Departmental Budget Documents**

Radio Maintenance

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Contractual Services	147,851	173,425	173,425	173,000
Materials & Supplies	-	20,000	20,000	10,000
Leases & Rentals	36,713	35,644	35,644	39,000
Transfers to Other Funds	1,059,114	1,080,296	1,080,296	1,091,099
Total Budgetary Costs	<u>1,243,678</u>	<u>1,309,365</u>	<u>1,309,365</u>	<u>1,313,099</u>

Funding Sources	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Local	1,017,101	1,089,365	1,089,365	1,093,099
Use of Money & Property	226,577	220,000	220,000	220,000
Total Revenues	<u>1,243,678</u>	<u>1,309,365</u>	<u>1,309,365</u>	<u>1,313,099</u>

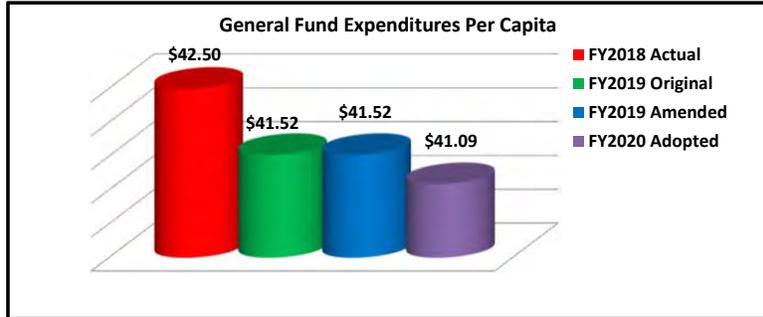
Major Budget Variances

•There are no significant changes programmed for FY2020.

Adult & Juvenile Corrections



Adult & Juvenile Corrections accounts for the costs associated with the operation of the regional jail and the costs relating to the operations of the 9th District Court Service Unit. This is accomplished through the divisions below. Individual division details follow this summary page.



Department Overview

Adult Corrections

- Reviews the billing statements provided by the Virginia Peninsula Regional Jail for accuracy.
- Prepares and processes bills in a timely manner for monthly payment.

Juvenile Corrections

- Provides an array of juvenile and family services as directed by the Virginia Code §16.1-233 and 235.
- Provides and/or refers juveniles and their families to community program and services.
- Provides appropriate juvenile and domestic relations intake services.
- Provides probation and parole services to families in the jurisdiction.

Virginia Peninsula Regional Jail



Virginia Peninsula Regional Jail
Serving York County, James City County,
& the Cities of Williamsburg and Poquoson.

Colonial Community Corrections
Mission Statement:
To enhance public safety, empower our clients, and improve the quality of our community by providing judicial alternatives to adult incarceration, transitional services, and criminal justice planning to the localities we serve.

Mission Statement

The Virginia Department of Juvenile Justice protects the public by preparing court-involved youth to be successful citizens.

Vision Statement

The Virginia Department of Juvenile Justice is committed to excellence in public safety by providing effective interventions that improve the lives of youth, strengthening both families and communities within the Commonwealth.

**York County
Departmental Budget Documents**

Adult Corrections

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Contractual Services	2,583,935	2,470,844	2,470,844	2,456,177
Total Budgetary Costs	<u>2,583,935</u>	<u>2,470,844</u>	<u>2,470,844</u>	<u>2,456,177</u>

Funding Sources	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Local	2,583,935	2,470,844	2,470,844	2,456,177
Total Revenues	<u>2,583,935</u>	<u>2,470,844</u>	<u>2,470,844</u>	<u>2,456,177</u>

Major Budget Variances

•A decrease in funding is provided to the Regional Jail based on the average percentage of the prisoner population on a rolling 5-year basis.

**York County
Departmental Budget Documents**

Juvenile Corrections

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Contractual Services	324,907	370,743	370,743	355,862
Other Charges	2,174	1,150	1,150	1,150
Materials & Supplies	809	1,500	1,500	1,500
Leases & Rentals	8,843	9,360	9,360	9,360
Total Budgetary Costs	<u>336,733</u>	<u>382,753</u>	<u>382,753</u>	<u>367,872</u>

Funding Sources	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Local	336,733	382,753	382,753	367,872
Total Revenues	<u>336,733</u>	<u>382,753</u>	<u>382,753</u>	<u>367,872</u>

Major Budget Variances

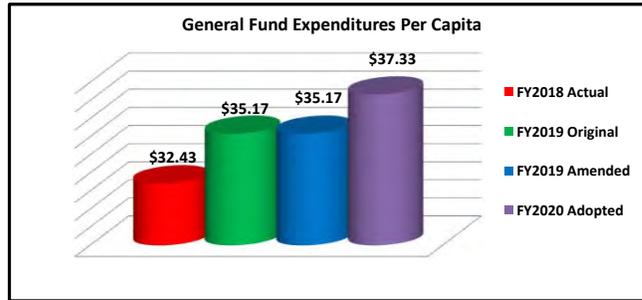
•Funding is provided to the Middle Peninsula Juvenile Detention Commission. Their calculation is based upon York County's average use of the Merrimac Center services for the previous five years.

•A decrease in funding for Contractual Services reflects a reduction in retirement costs.

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Planning & Development Services

This department is responsible for managing the development process, zoning codes compliance in the County as well as issuing all building construction permits and conducting inspections. Individual division details follow this summary page.



Department Overview

Administration

- Provides quality, cost-effective administrative support for Planning and Development Services.
- Develops strategic actions and ensures their implementation through the various departmental functional activities, divisions, commissions and boards.

Building Regulation

- Improves customer service through improvements in information technology.
- Provides comments and code requirements to builders, developers and residents of the County that are clearly defined and timely.
- Strives to improve rating of the Building Code Effectiveness Grading Classification.
- Conducts inspections within 24 hours on all buildings within the jurisdiction under construction and buildings hazardous to the public.
- Maintains proficiency in the application and understanding of the 2015 State adopted building codes.
- Conducts periodic training sessions with inspection personnel.

Board of Zoning/Subdivision Appeals

- Meets on a monthly or as-needed basis to decide requests for appeals and variances received from the development community and County residents.
- Hears and decides appeals and variances in accordance with the standards and guidelines set forth in the *Code of Virginia* and York County Zoning and Subdivision Ordinances.
- Conducts public hearings and other official business in accordance with the by-laws adopted by the Board.
- Makes knowledgeable and informed decisions on each application presented to the Board by reviewing the appropriate background information and conducting site inspections as needed.
- Maintains proficiency in the application and understanding of all laws, codes, design standards, and other information as necessary in order to successfully carry out the mission.

Development Services

- Provides the most effective plan review services in the least possible time to the development community and County residents in order to help these groups meet project deadlines and ensure project viability.
- Enhances and improves the appearance of the County from a development and code compliance perspective.
- Provides improved customer service through better dissemination of development-related information.

Planning

- Promotes harmonious relationships among the built environment, the natural environment, and those who inhabit them.
- Maintains an up-to-date Comprehensive Plan and Zoning Ordinance for the County as mandated by the Code of Virginia.
- Provides accurate and timely demographic and economic data and projections to staff and line agencies, boards, commissions, the School Division, and the general public.
- Provides staff services to the Board of Supervisors, Planning Commission, Transportation Safety Commission, Historic Triangle Bicycle Advisory Committee, Historic Yorktown Design Committee, School Division, County Administrator, and other staff and line agencies, boards, and commissions.
- Encourages safer motor vehicle operation as well as bicycle and pedestrian circulation, improve roadway design safety and strengthen laws to promote transportation safety.
- Funds the County's annual contribution to Hampton Roads Planning District Commission (HRPDC) and Transportation Planning Organization (HRTPO) and to special projects and programs undertaken by HRPDC/HRTPO.
- Undertakes and funds regional studies, analyses, and projects.
- Participates in the Historic Triangle Bicycle Advisory Committee (HTBAC), Regional Planning Partnership, and other regional bodies/entities.

Planning Commission

- Reviews, conducts public hearings, and makes recommendations to the Board on applications for rezoning, Special Use Permits, Planned Developments, and Special Exceptions.
- Develops and recommends programs and ordinances to implement the Comprehensive Plan elements.
- Develops and makes recommendations for revision of the Comprehensive Plan elements as needed.



**York County
Departmental Budget Documents**

Planning & Development Services - Administration

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Personnel	-	281,007	281,007	293,860
Other Charges	-	4,732	4,732	6,637
Materials & Supplies	-	1,410	1,410	2,395
Capital Outlays	-	1,000	1,000	-
Total Budgetary Costs	-	288,149	288,149	302,892

Funding Sources	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Local	-	288,149	288,149	302,892
Total Revenues	-	288,149	288,149	302,892

Staffing Summary	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Full-Time Equivalents (FTE's)	-	2.00	2.00	2.00

Major Budget Variances

•Funding for personnel reflects a 2.5% market adjustment and a fiscal year flat rate adjustment of \$500 per eligible, full-time employee / \$250 per eligible, part-time employee, effective July 1. An increase in health insurance is also programmed.

•Overall increase in Other Charges is attributable to Personnel Development.

**York County
Departmental Budget Documents**

Planning & Development Services - Building Regulation

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Personnel	862,830	918,371	918,371	958,429
Contractual Services	17,742	14,350	14,350	14,100
Internal Services	44,179	64,004	64,004	67,666
Other Charges	22,301	20,550	20,550	30,060
Materials & Supplies	4,140	8,450	8,450	13,550
Capital Outlays	5,685	-	-	25,000
Total Budgetary Costs	<u>956,877</u>	<u>1,025,725</u>	<u>1,025,725</u>	<u>1,108,805</u>

Funding Sources	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Local	152,415	430,725	430,725	343,005
Permits, Fees, Regulatory Licenses	804,462	595,000	595,000	765,800
Total Revenues	<u>956,877</u>	<u>1,025,725</u>	<u>1,025,725</u>	<u>1,108,805</u>

Staffing Summary	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Full-Time Equivalents (FTE's)	13.00	13.00	13.00	13.00

Major Budget Variances

•Funding for personnel reflects a 2.5% market adjustment and a fiscal year flat rate adjustment of \$500 per eligible, full-time employee / \$250 per eligible, part-time employee, effective July 1. An increase in health insurance is also programmed.

•Personnel reflects an increase for an anticipated career ladder advancement.

•Internal Services:
Information Technology is based on the proportionate share of allocated IT related charges such as service contracts for computer data circuits and network maintenance and purchases of data processing equipment. The allocation is based on the department's number of desktops and/or mobile units. The increase is attributable to the increase in number and costs of maintenance service contracts on new technology.

An increase in Vehicle Maintenance is due to an upward trend in expenditures for the fleet allocated within the division.

•Other Charges reflects an increase for telecommunications.

•Materials & Supplies reflects an increase for Uniforms/Wearing Apparel for proper identification of county employees.

•Capital Outlays reflects an increase for uninhabitable home demolitions.

**York County
Departmental Budget Documents**

Planning & Development Services - Board of Zoning/Subdivision Appeals

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Personnel	264	1,615	1,615	1,615
Contractual Services	1,101	1,400	1,400	3,300
Other Charges	-	1,100	1,100	1,650
Total Budgetary Costs	<u>1,365</u>	<u>4,115</u>	<u>4,115</u>	<u>6,565</u>

Funding Sources	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Local	1,365	4,115	4,115	6,565
Total Revenues	<u>1,365</u>	<u>4,115</u>	<u>4,115</u>	<u>6,565</u>

Major Budget Variances

•An increase is programmed in Contractual Services for advertising costs.

**York County
Departmental Budget Documents**

Planning & Development Services - Development Services

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Personnel	709,069	668,872	668,872	685,681
Contractual Services	24,672	24,905	24,905	31,100
Internal Services	17,118	31,969	31,969	42,618
Other Charges	11,323	11,102	11,102	14,797
Materials & Supplies	4,238	8,520	8,520	11,945
Capital Outlays	3,114	3,450	3,450	1,200
Total Budgetary Costs	<u>769,534</u>	<u>748,818</u>	<u>748,818</u>	<u>787,341</u>

Funding Sources	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Local	736,394	722,818	722,818	758,341
Permits, Fees, Regulatory Licenses	33,140	26,000	26,000	29,000
Total Revenues	<u>769,534</u>	<u>748,818</u>	<u>748,818</u>	<u>787,341</u>

Staffing Summary	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Full-Time Equivalents (FTE's)	9.00	8.00	8.00	8.00

Major Budget Variances

•Funding for personnel reflects a 2.5% market adjustment and a fiscal year flat rate adjustment of \$500 per eligible, full-time employee / \$250 per eligible, part-time employee, effective July 1. An increase in health insurance is also programmed.

•Internal Services:
Information Technology is based on the proportionate share of allocated IT related charges such as service contracts for computer data circuits and network maintenance and purchases of data processing equipment. The allocation is based on the department's number of desktops and/or mobile units. The increase is attributable to the increase in number and costs of maintenance service contracts on new technology.

An increase in Vehicle Maintenance is due to an upward trend in expenditures for the fleet allocated within the division.

•Contractual Services includes increased funding for debris disposal and grass/weeds cutting enforced by the County code.

•Other Charges includes increased funding for personnel development.

•Materials & Supplies includes increased funding in Minor Furnishings to replace chairs in the customer service lobby.

**York County
Departmental Budget Documents**

Planning & Development Services - Planning

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Personnel	412,424	241,178	241,178	254,675
Contractual Services	57,600	66,044	66,044	60,101
Internal Services	774	6,161	6,161	8,368
Other Charges	2,681	2,441	2,441	2,354
Materials & Supplies	3,167	3,345	3,345	3,595
Capital Outlays	3,114	-	-	-
Total Budgetary Costs	<u>479,760</u>	<u>319,169</u>	<u>319,169</u>	<u>329,093</u>

Funding Sources	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Local	479,760	319,169	319,169	329,093
Total Revenues	<u>479,760</u>	<u>319,169</u>	<u>319,169</u>	<u>329,093</u>

Staffing Summary	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Full-Time Equivalents (FTE's)	4.25	3.00	3.00	3.00

Major Budget Variances

•Funding for personnel reflects a 2.5% market adjustment and a fiscal year flat rate adjustment of \$500 per eligible, full-time employee / \$250 per eligible, part-time employee, effective July 1. An increase in health insurance is also programmed.

•Internal Services:
Information Technology is based on the proportionate share of allocated IT related charges such as service contracts for computer data circuits and network maintenance and purchases of data processing equipment. The allocation is based on the department's number of desktops and/or mobile units. The increase is attributable to the increase in number and costs of maintenance service contracts on new technology.

•Contractual Services decreased funding due to the reallocation of a service contract to Development Services.

**York County
Departmental Budget Documents**

Planning & Development Services - Planning Commission

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Personnel	5,436	8,612	8,612	8,612
Contractual Services	14,149	20,000	20,000	20,000
Other Charges	1,465	2,320	2,320	2,320
Materials & Supplies	-	100	100	100
Total Budgetary Costs	<u>21,050</u>	<u>31,032</u>	<u>31,032</u>	<u>31,032</u>

Funding Sources	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Local	7,913	21,032	21,032	21,032
Permits, Fees, Regulatory Licenses	13,137	10,000	10,000	10,000
Total Revenues	<u>21,050</u>	<u>31,032</u>	<u>31,032</u>	<u>31,032</u>

Major Budget Variances

•There are no significant changes programmed for FY2020.

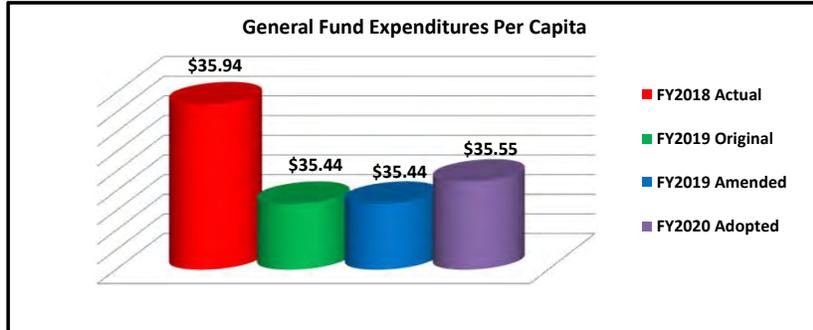
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Department of Finance

To provide high quality services in an efficient and effective manner through quality leadership and oversight of the divisions of Accounting & Financial Reporting, Budget, Fiscal Accounting Services and Purchasing.



Department Overview



Finance

- Ensures that the County receives and maintains a high credit rating from the bond rating agencies.
- Ensures effective internal controls are in place and performs continuous monitoring to ensure compliance with laws and regulations.
- Ensures financial compliance with accounting and auditing standards.

Accounting & Financial Reporting

- Provides financial information to meet the needs and legal requirements of management, financial institutions and residents in an efficient and effective manner.

Budget

- Provides information to allow for informed decisions concerning the allocation of available resources to deliver goods and services to meet demands of the County residents in an efficient and effective manner.

Fiscal Accounting Services

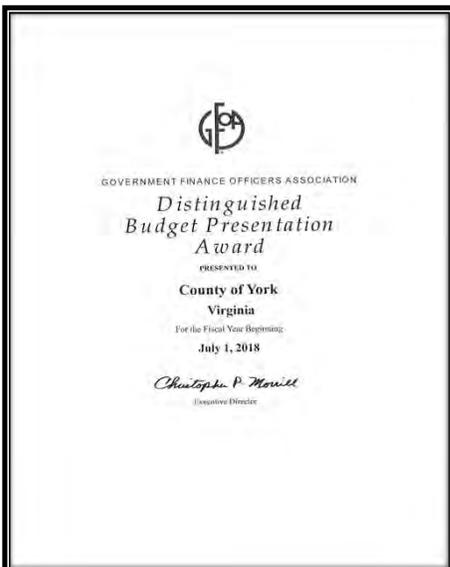
- Promotes accountability, innovation and excellence in providing services to internal and external customers.
- Balances the benefits and the costs of providing services to customers.
- Provides efficient and effective billing services to our sewer maintenance and solid waste customers.
- Maximizes federal and state monetary assistance with natural or man-made disasters to help protect the physical and environmental heritage of the County.

Central Purchasing

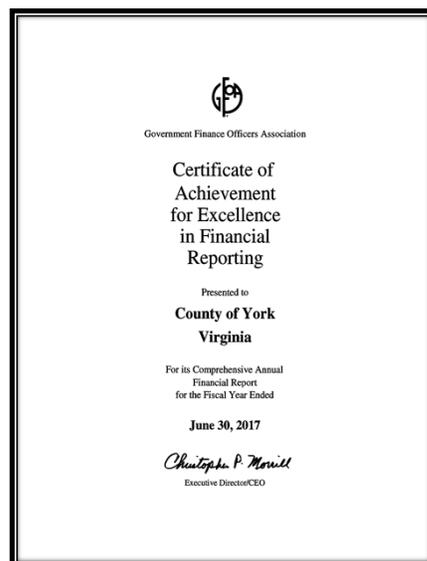
- Provides for fair and equitable treatment of all persons involved in public purchasing by the County.
- Maximizes the purchasing value of public funds.
- Fosters competition in the procurement process to the maximum feasible extent.
- Achieves a process that provides quality and integrity for the County.

Central Insurance

- Ensures that the County has adequate insurance coverage at a reasonable cost, and to identify and analyze risk exposures and determine, prioritize and implement appropriate risk control or elimination measures.



York has received the GFOA's Distinguished Budget Award for 15 consecutive years!



York has received the GFOA's Certificate of Excellence in Financial Reporting for 32 consecutive years!

**York County
Departmental Budget Documents**

Finance Administration

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Personnel	235,604	250,589	250,589	262,623
Contractual Services	1,790	58,100	58,100	57,500
Internal Services	6	4,694	4,694	8,231
Other Charges	3,311	8,050	8,050	7,950
Materials & Supplies	1,468	8,200	8,200	8,200
Leases & Rentals	4,344	8,400	8,400	5,200
Capital Outlays	6,287	-	-	-
Total Budgetary Costs	<u>252,810</u>	<u>338,033</u>	<u>338,033</u>	<u>349,704</u>

Funding Sources	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Local	19,745	100,033	100,033	111,704
Fiscal Agent Fees & Administration	233,065	238,000	238,000	238,000
Total Revenues	<u>252,810</u>	<u>338,033</u>	<u>338,033</u>	<u>349,704</u>

Staffing Summary	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Full-Time Equivalents (FTE's)	2.25	2.25	2.25	2.25

Major Budget Variances

•Funding for personnel reflects a 2.5% market adjustment and a fiscal year flat rate adjustment of \$500 per eligible, full-time employee / \$250 per eligible, part-time employee, effective July 1. An increase in health insurance is also programmed.

•Internal Services:
Information Technology is based on the proportionate share of allocated IT related charges such as service contracts for computer data circuits and network maintenance and purchases of data processing equipment. The allocation is based on the department's number of desktops and/or mobile units. The increase is attributable to the increase in number and costs of maintenance service contracts on new technology.

•Overall decrease in Leases & Rentals is attributed to the merging of storage units between Purchasing and Finance.

**York County
Departmental Budget Documents**

Accounting & Financial Reporting

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Personnel	283,658	357,753	357,753	375,463
Contractual Services	387	500	500	1,700
Internal Services	1,016	6,636	6,636	7,618
Other Charges	2,857	5,575	5,575	5,825
Materials & Supplies	545	2,500	2,500	2,400
Capital Outlays	4,319	-	-	-
Total Budgetary Costs	<u>292,782</u>	<u>372,964</u>	<u>372,964</u>	<u>393,006</u>

Funding Sources	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Local	292,782	372,964	372,964	393,006
Total Revenues	<u>292,782</u>	<u>372,964</u>	<u>372,964</u>	<u>393,006</u>

Staffing Summary	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Full-Time Equivalents (FTE's)	4.00	4.00	4.00	4.00

Major Budget Variances

*Funding for personnel reflects a 2.5% market adjustment and a fiscal year flat rate adjustment of \$500 per eligible, full-time employee / \$250 per eligible, part-time employee, effective July 1. An increase in health insurance is also programmed.

**York County
Departmental Budget Documents**

Budget

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Personnel	310,616	341,311	341,311	329,230
Contractual Services	30,343	35,400	35,400	32,070
Internal Services	998	6,178	6,178	5,335
Other Charges	3,954	8,575	8,575	8,575
Materials & Supplies	2,032	3,600	3,600	4,800
Capital Outlays	1,557	-	-	-
Total Budgetary Costs	<u>349,500</u>	<u>395,064</u>	<u>395,064</u>	<u>380,010</u>

Funding Sources	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Local	341,187	385,064	385,064	370,010
Charges for Services	8,313	10,000	10,000	10,000
Total Revenues	<u>349,500</u>	<u>395,064</u>	<u>395,064</u>	<u>380,010</u>

Staffing Summary	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Full-Time Equivalents (FTE's)	4.00	4.00	4.00	4.00

Major Budget Variances

•Funding for personnel reflects a 2.5% market adjustment and a fiscal year flat rate adjustment of \$500 per eligible, full-time employee / \$250 per eligible, part-time employee, effective July 1. An increase in health insurance is also programmed.

•The overall personnel decrease is attributable to staff turnover.

•Internal Services:
Information Technology is based on the proportionate share of allocated IT related charges such as service contracts for computer data circuits and network maintenance and purchases of data processing equipment. The allocation is based on the department's number of desktops and/or mobile units. The increase is attributable to the increase in number and costs of maintenance service contracts on new technology.

•Decrease in Contractual Services is due to purchasing a new efficient and more affordable software program for budgeting purposes.

**York County
Departmental Budget Documents**

Fiscal Accounting Services

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Personnel	666,360	652,106	652,106	670,524
Contractual Services	14,138	13,030	13,030	5,923
Internal Services	20,906	30,486	30,486	30,941
Other Charges	5,927	12,460	12,460	11,455
Materials & Supplies	5,226	7,000	7,000	5,300
Leases & Rentals	-	10,740	10,740	7,620
Capital Outlays	6,873	15,670	15,670	-
Total Budgetary Costs	<u>719,430</u>	<u>741,492</u>	<u>741,492</u>	<u>731,763</u>

Funding Sources	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Local	716,115	738,492	738,492	728,763
Charges for Services	3,315	3,000	3,000	3,000
Total Revenues	<u>719,430</u>	<u>741,492</u>	<u>741,492</u>	<u>731,763</u>

Staffing Summary	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Full-Time Equivalents (FTE's)	10.00	9.00	9.00	9.00

Major Budget Variances

•Funding for personnel reflects a 2.5% market adjustment and a fiscal year flat rate adjustment of \$500 per eligible, full-time employee / \$250 per eligible, part-time employee, effective July 1. An increase in health insurance is also programmed.

•Overall funding for personnel decreased due to the reallocation of the Risk Manager position to the Workers Compensation Fund.

•Internal Services:
Information Technology is based on the proportionate share of allocated IT related charges such as service contracts for computer data circuits and network maintenance and purchases of data processing equipment. The allocation is based on the department's number of desktops and/or mobile units. The increase is attributable to the increase in number and costs of maintenance service contracts on new technology.

**York County
Departmental Budget Documents**

Central Purchasing

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Personnel	383,154	423,689	423,689	419,095
Contractual Services	2,342	2,300	2,300	2,680
Internal Services	280	10,871	10,871	11,735
Other Charges	1,998	10,160	10,160	13,410
Materials & Supplies	2,371	3,140	3,140	4,100
Capital Outlays	1,286	-	-	-
Total Budgetary Costs	<u>391,431</u>	<u>450,160</u>	<u>450,160</u>	<u>451,020</u>

Funding Sources	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Local	357,184	400,160	400,160	411,020
Miscellaneous	34,247	50,000	50,000	40,000
Total Revenues	<u>391,431</u>	<u>450,160</u>	<u>450,160</u>	<u>451,020</u>

Staffing Summary	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Full-Time Equivalent (FTE's)	5.00	5.00	5.00	5.00

Major Budget Variances

•Funding for personnel reflects a 2.5% market adjustment and a fiscal year flat rate adjustment of \$500 per eligible, full-time employee / \$250 per eligible, part-time employee, effective July 1. An increase in health insurance is also programmed.

•Overall increase in Other Charges is due to the addition of Amazon Prime for the County.

**York County
Departmental Budget Documents**

Central Administration Services

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Contractual Services	290,253	-	-	-
Internal Services	-1,008	-	-	-
Other Charges	-37,830	-	-	-
Materials & Supplies	6,462	-	-	-
Leases & Rentals	14,364	-	-	-
Capital Outlays	414	-	-	-
Total Budgetary Costs	<u>272,655</u>	<u>-</u>	<u>-</u>	<u>-</u>

Funding Sources	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Local	272,655	-	-	-
Total Revenues	<u>272,655</u>	<u>-</u>	<u>-</u>	<u>-</u>

Major Budget Variances

•Expenses reallocated to other divisions due to the elimination of Central Administration Services.

**York County
Departmental Budget Documents**

Central Insurance

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Contractual Services	8,664	8,800	8,800	8,800
Other Charges	182,801	128,811	128,811	128,811
Total Budgetary Costs	<u>191,465</u>	<u>137,611</u>	<u>137,611</u>	<u>137,611</u>

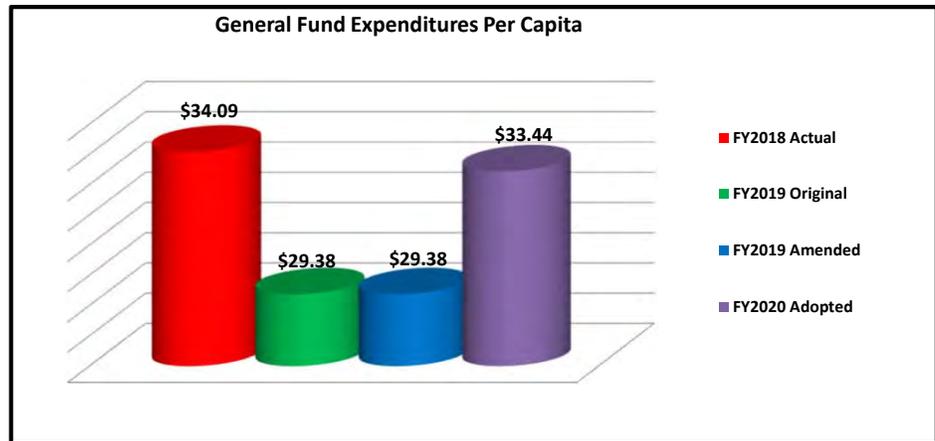
Funding Sources	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Local	191,465	137,611	137,611	137,611
Total Revenues	<u>191,465</u>	<u>137,611</u>	<u>137,611</u>	<u>137,611</u>

Major Budget Variances

•There are no significant changes programmed for FY2020.

Department of Information Technology

Provides the technology to support the efficient operation of County government and to make government information accessible to its residents.

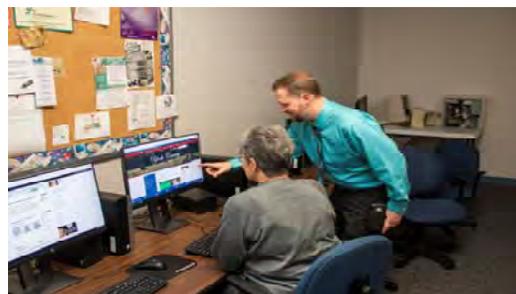


Department Overview

Information Technology

- Coordinates the development of the Countywide Geographic Information System (GIS), which provides an automated mapping, land records, and geographic-data system for the storage, retrieval, and analysis of geo-based information.
- Maintains and operates the County's Financial systems, Tyler Munis (new) and BAI (old).
- Provides computing support necessary for all financial functions to Fiscal Accounting Services, School Board, Colonial Behavioral Health, Purchasing, and Social Services.
- Administers and operates the County's wide-area network electronically connecting all departments, fire stations, School Board Office, Constitutional offices, County Administration and Courts.
- Assists in the identification, testing, procurement, and disposition of all computer software and software licenses throughout County government; performs strategic planning of County technology needs in support of future programs and services.
- Provides quality equipment and effective maintenance program to ensure mission accomplishment and excellent customer service and to protect County resources.
- Makes County information electronically available to its residents.
- Maintains the hardware, software, and telecommunications links required within the County.

Tyler Munis is York County's new web-based enterprise resource planning (ERP) financial system. The ERP system integrates and manages core functions such as finances, purchasing, accounts payable, payroll, and human services. Munis is replacing the AS400/Client Access system that the County uses for financial information. It is being implemented in 4 to 5 phases. The first phase, Financials, went live on July 1, 2018. The second phase, Payroll and Human Resources, is scheduled to go live January 1st 2020.



**York County
Departmental Budget Documents**

Information Technology

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Personnel	1,821,041	1,910,644	1,910,644	2,166,350
Contractual Services	124,934	320	320	2,230
Internal Services	11,102	76,710	76,710	104,442
Other Charges	261,874	21,125	21,125	21,970
Materials & Supplies	26,217	10,150	10,150	3,150
Capital Outlays	94,377	-	-	-
Insurance Recovery	3,272	-	-	-
Total Budgetary Costs	<u>2,342,817</u>	<u>2,018,949</u>	<u>2,018,949</u>	<u>2,298,142</u>

Funding Sources	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Local	2,308,444	1,985,949	1,985,949	2,265,142
Use of Money & Property	28,280	28,000	28,000	28,000
Charges for Services	6,093	5,000	5,000	5,000
Total Revenues	<u>2,342,817</u>	<u>2,018,949</u>	<u>2,018,949</u>	<u>2,298,142</u>

Staffing Summary	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Full-Time Equivalents (FTE's)	19.50	20.50	20.50	22.00

Major Budget Variances

•Funding for personnel reflects a 2.5% market adjustment and a fiscal year flat rate adjustment of \$500 per eligible, full-time employee / \$250 per eligible, part-time employee, effective July 1. An increase in health insurance is also programmed.

•Overall funding for Personnel increased due to the reallocation of a Video Engineering position from the Video Services Division to the Information Technology Division.

•Internal Services:
Information Technology is based on the proportionate share of allocated IT related charges such as service contracts for computer data circuits and network maintenance and purchases of data processing equipment. The allocation is based on the department's number of desktops and/or mobile units. The increase is attributable to the increase in number and costs of maintenance service contracts on new technology.

•Overall decrease in Materials & Supplies is attributed to previous software supplies now budgeted within the Information Technology Fund and a reduction in office supplies.

**York County
Departmental Budget Documents**

Human Resources

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Personnel	671,456	709,649	709,649	825,030
Contractual Services	50,855	55,887	55,887	62,680
Internal Services	-	15,140	15,140	16,949
Other Charges	63,299	99,381	99,381	114,754
Materials & Supplies	4,473	4,350	4,350	4,350
Capital Outlays	4,082	-	-	-
Total Budgetary Costs	<u>794,165</u>	<u>884,407</u>	<u>884,407</u>	<u>1,023,763</u>

Funding Sources	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Local	794,165	884,407	884,407	1,023,763
Total Revenues	<u>794,165</u>	<u>884,407</u>	<u>884,407</u>	<u>1,023,763</u>

Staffing Summary	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Full-Time Equivalents (FTE's)	6.50	7.00	8.00	8.00

Major Budget Variances

•Funding for personnel reflects a 2.5% market adjustment and a fiscal year flat rate adjustment of \$500 per eligible, full-time employee / \$250 per eligible, part-time employee, effective July 1. An increase in health insurance is also programmed.

•Personnel includes funding for a new Human Resources Analyst II position that was approved in FY2019.

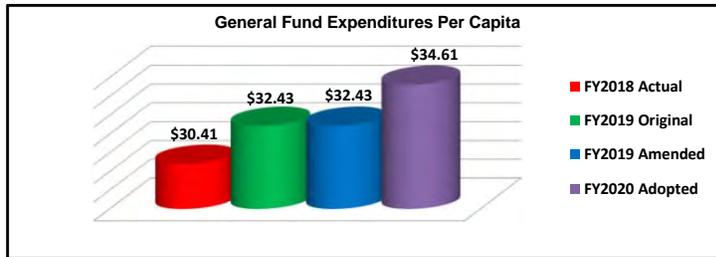
•Contractual Services includes increased funding for the medical services payment and upgraded database.

•Internal Services:
Information Technology is based on the proportionate share of allocated IT related charges such as service contracts for computer data circuits and network maintenance and purchases of data processing equipment. The allocation is based on the department's number of desktops and/or mobile units. The increase is attributable to the increase in number and costs of maintenance service contracts on new technology.

•Increase in Other Charges due to the approval of a one-time expenditure for General Registrar training.

Commissioner of the Revenue & Treasurer

The Commissioner of the Revenue and the Treasurer are elected officials. The Commissioner of the Revenue is responsible for accurately identifying & assessing all sources of revenue to which the County is entitled by law. The Treasurer is responsible for collecting, depositing, and investing all of the County's local, state and federal revenue. Individual division details follow this summary page.



Department Overview

Commissioner of the Revenue

- Provides services from the Real Estate (RE) section, which performs technical and legal research; deed transfers; assigns map numbers based on recorded plats; prepares the annual RE tax book; administers the Tax Relief for the Elderly & Disabled and Disabled Veteran programs; assesses roll back tax, in accordance with the Land Use Ordinance; prepares the Public Service (PS) Corporation book, and all subsequent correction of assessments to both RE and PS; prepares the annual Community Development Authority special assessment; and is responsible for the annual assessment of Bank Franchise tax.
- Provides services from the Personal Property (PP) and Income Tax section, which compiles information; conducts technical and legal research, performs tax assessments; audits and prepares the annual & supplemental PP tax books; assesses annual vehicle registration fees; prepares all adjustments for assessment prorations; maintains the vehicle records reported weekly by electronic download by DMV; prepares the PP Tax Returns to be filed by taxpayers and businesses to annually report taxable tangible PP; reviews, corresponds and assesses business personal property tax on equipment, machinery and tools; ensures fair and equitable administration of Personal Property Tax Relief (PPTR) Reviews, transmits payments, corresponds, processes both electronically and by mail; and reports to Dept. of Taxation the locally filed State Income Tax returns; verifies & certifies quarterly reports of vehicle daily rental tax from VA Tax Dept. and mobile home sales taxes collected by DMV and submitted to the locality.
- Provides services from the Business License Section, which performs technical and legal research; compiles information; performs audits on the various business taxes; responsible for collection and maintenance of the annual business license renewals; monthly collection of Meals Tax & Transient Occupancy Taxes; additional \$2.00 room tax; quarterly collection of Short-Term Rental Tax; tracks and reports monthly payments and allocation of state sales tax, Historic Triangle Distribution sales tax and all taxes paid by the businesses encompassed by the County's Community Development Authority accounts; conducts weekly field visits for discovery and compliance; auditor tracks legislation that may affect this office or the County; compares & audits monthly State Sales payments with reported business license gross receipts; and, in some cases partners with the VA Dept. of Taxation for state sales tax audits.
- Supports taxpayer awareness of tax relief options for taxpayers who are age 65 and over, permanently and totally disabled, or qualifying Disabled American Veterans & surviving spouses of military service members killed in action.
- Expands and promotes on-line application and renewal services offered to the taxpayers through BAI.NET and web-based forms for on-line filing and payment of taxes administered by this office.

Treasurer

- Collects and properly accounts for all federal, state and local revenue due to the County.
- Exercises timely and effective collection measures to achieve maximum payment percentages.
- Maintains prudent cash management and investment practices.
- Develops, implements and markets additional e-government services.
- Communicates effectively with residents.
- Communicates effectively with other county departments and agencies.
- Provides services for Administration (auditing, delinquent collection, investment, preparing and making deposits, pro-ration refunds, printing & signing payroll and accounts payable checks, balancing daily cash report, researching accounts, record management, preparing reports and end of month account reconciliation) and Collection (receives and posts payments, responds to telephone inquiries, interacts with residents and other departments; and provides support for delinquent collections).

York County Virginia
Your Guide to York County Taxes

Ann H. Thomas
 Commissioner of the Revenue
Brandy N. Palazzone
 Chief Deputy Commissioner
 P. O. Box 90 Yorktown, VA 23690-0090
 T: (757) 890-3381 F: (757) 890-3389
 e-mail: revofc@yorkcounty.gov

Candice D. Kelley
 Treasurer
 P.O. Box 251 Yorktown, VA 23690-0251
 (757) 890-3420
 e-mail: treas@yorkcounty.gov

Regular Office Hours:
 8:15a.m. to 5:00p.m. (Mon – Fri)

www.yorkcounty.gov

File and pay your taxes online!
 It's Safe, It's Secure, It's Easy

Finance Building

Important Due Dates and Deadlines	
Business License	March 1
Tax Return of Business Tangible Personal Property	March 1
Tax Return for Manufactured (Mobile) Homes	March 1
Application for Relief for the Elderly and Disabled for Real Estate and Mobile Home Tax	April 1
Application for Real Estate Tax Relief for Disabled Veterans	April 1
Virginia State Income Tax	May 1
Estimated Tax Voucher 1	May 1
Estimated Tax Voucher 2	June 15
Personal Property and Real Estate Tax – 1st Half	June 25
Estimated Tax Voucher 3	Sept 15
Personal Property and Real Estate Tax – 2nd Half	Dec 5
Dog License	Dec 31
Registration for New Residents/ Purchases/Replacements	Within 60 days of purchase or move into York Co
Notification of date disposed/sold/ junked/moved out of York Co.	Within 60 days of disposal or move out of York Co
Commissioner of the Revenue Telephone Numbers:	
(757) 890-3381 – Personal Property/State Income Tax	
(757) 890-3382 – Real Estate	
(757) 890-3383 – Business License	

The Treasurer and the Commissioner of Revenue offer an online brochure for information on all taxes for York County citizens. This includes descriptions of each tax and due dates.

**York County
Departmental Budget Documents**

Commissioner of the Revenue

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Personnel	1,084,297	1,160,641	1,160,641	1,249,486
Contractual Services	15,302	25,200	25,200	22,070
Internal Services	14,085	35,939	35,939	37,852
Other Charges	22,790	24,750	24,750	27,020
Materials & Supplies	10,218	19,858	19,858	14,180
Capital Outlays	10,468	-	-	-
Total Budgetary Costs	<u>1,157,160</u>	<u>1,266,388</u>	<u>1,266,388</u>	<u>1,350,608</u>

Funding Sources	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Local	956,903	1,061,388	1,061,388	1,148,458
State Shared Expenses	197,293	204,000	204,000	201,150
Recovered Costs	2,964	1,000	1,000	1,000
Total Revenues	<u>1,157,160</u>	<u>1,266,388</u>	<u>1,266,388</u>	<u>1,350,608</u>

Staffing Summary	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Full-Time Equivalents (FTE's)	18.25	18.50	18.50	18.50

Major Budget Variances

•Funding for personnel reflects a 2.5% market adjustment and a fiscal year flat rate adjustment of \$500 per eligible, full-time employee / \$250 per eligible, part-time employee, effective July 1. An increase in health insurance is also programmed.

•Overall decrease in Contractual Services is attributed to the removal of data software no longer used.

•Overall decrease in Material & Supplies is attributed to the contract renegotiation of online accessed value guides.

**York County
Departmental Budget Documents**

Treasurer

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Personnel	766,424	774,874	774,874	838,764
Contractual Services	69,710	73,710	73,710	70,875
Internal Services	11,970	23,285	23,285	25,615
Other Charges	73,307	83,525	83,525	83,815
Materials & Supplies	6,240	7,200	7,200	9,100
Capital Outlays	5,297	-	-	-
Total Budgetary Costs	<u>932,948</u>	<u>962,594</u>	<u>962,594</u>	<u>1,028,169</u>

Funding Sources	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Local	649,009	670,594	670,594	740,379
State Shared Expenses	160,455	165,000	165,000	160,790
Charges for Services	1,491	2,000	2,000	2,000
Miscellaneous	121,993	125,000	125,000	125,000
Total Revenues	<u>932,948</u>	<u>962,594</u>	<u>962,594</u>	<u>1,028,169</u>

Staffing Summary	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Full-Time Equivalents (FTE's)	12.00	12.00	12.00	12.00

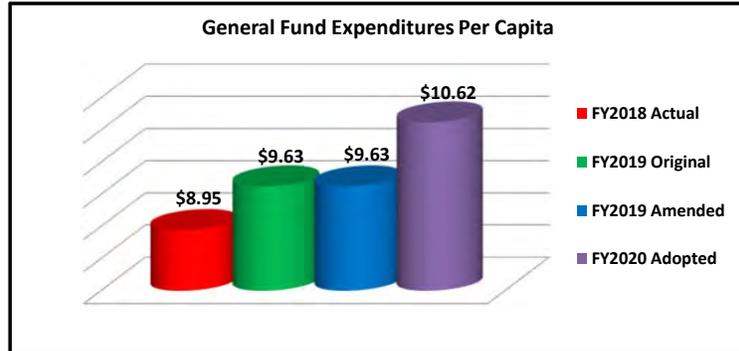
Major Budget Variances

•Funding for personnel reflects a 2.5% market adjustment and a fiscal year flat rate adjustment of \$500 per eligible, full-time employee / \$250 per eligible, part-time employee, effective July 1. An increase in health insurance is also programmed.

•Contractual Services funding decreased due to the lifetime dog tag availability that replaces the annual cost.

Real Estate Assessment

Prepare a highly accurate database of real property assessment information to enable the fair and equitable distribution of the real property tax levied by the Board of Supervisors among those owning property in the County.



Department Overview

Real Estate Assessment

- Accurately and equitably assesses the residential and commercial real estate within York County.
- Administers the Land Use Program.
- Collect, inputs and maintains the real property data in an accurate and timely manner.
- Provides real estate information to the taxpayers and real estate professionals.
- Assists other elements of the York County government in all real estate matters.
- Promotes an openness of County government by adding detailed sales information to the division website.





Property Information

York County, Virginia



Welcome

Website Disclaimer
Information shown on these maps is derived from public records that are constantly undergoing change and do not replace a site survey, and is not warranted for content or accuracy. The County does not guarantee the positional or thematic accuracy of the GIS data. The GIS data or cartographic digital files are not a legal representation of any of the features in which it depicts, and disclaims any assumption of the legal status of which it represents. Data contained on this Web page/site is Copyright © York County, Virginia. The GIS data are proprietary to the County, and title to this information remains in the County. All applicable common law and statutory rights in the GIS data including, but not limited to, rights in copyright, shall and will remain the property of the County.

By checking here, you agree to the information provided above.

For assessment and property-specific questions, please call the Assessor's Office at (757) 890-3720, or email assessor@yorkcounty.gov
For questions about mapping and site functionality, please call the GIS Office at (757) 890-3894, or email gis@yorkcounty.gov

[Click here to visit James City County's Parcel Viewer](#)
Or
[Click here to visit Poquoson's Parcel Viewer](#)

Developed by WorldView Solutions, Inc.



**York County
Departmental Budget Documents**

Real Estate Assessment

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Personnel	567,549	585,705	585,705	619,859
Contractual Services	2,779	12,340	12,340	24,580
Internal Services	6,279	19,605	19,605	37,192
Other Charges	19,850	27,491	27,491	30,601
Materials & Supplies	13,135	16,400	16,400	17,535
Capital Outlays	5,267	-	-	-
Total Budgetary Costs	<u>614,859</u>	<u>661,541</u>	<u>661,541</u>	<u>729,767</u>

Funding Sources	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Local	614,859	661,541	661,541	729,767
Total Revenues	<u>614,859</u>	<u>661,541</u>	<u>661,541</u>	<u>729,767</u>

Staffing Summary	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Full-Time Equivalents (FTE's)	7.00	7.00	7.00	7.00

Major Budget Variances

•Funding for personnel reflects a 2.5% market adjustment and a fiscal year flat rate adjustment of \$500 per eligible, full-time employee / \$250 per eligible, part-time employee, effective July 1. An increase in health insurance is also programmed.

•Overall increase in Contractual Services is attributed to the software annual maintenance.

•Internal Services:
Information Technology is based on the proportionate share of allocated IT related charges such as service contracts for computer data circuits and network maintenance and purchases of data processing equipment. The allocation is based on the department's number of desktops and/or mobile units. The increase is attributable to the increase in number and costs of maintenance service contracts on new technology.

An increase in Vehicle Maintenance is due to an upward trend in expenditures for the fleet allocated within the division.

Economic Development



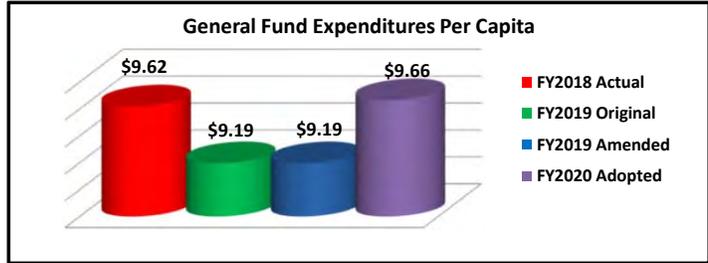
The primary mission of the County's Office of Economic Development (OED) is to create a diverse economic base by the aggressive recruitment, expansion and retention of businesses, industries, and tourism, thus expanding the tax base and capital investment in the County and providing new employment opportunities for its citizens.

Department Overview

This activity provides support for the following programs:

Economic Development Authority (EDA):

- The EDA is an authority that was established under the Industrial Development and Revenue Bond Act -Code of Virginia. The EDA has the responsibility to promote industry and develop trade by inducing manufacturing, industrial and commercial enterprises to locate or to remain in the County.



Peninsula Council for Workforce Development

- The PCFWD's mission is to "advance prosperity and well-being in our community by engaging stakeholders to accelerate workforce and economic development opportunities."

Virginia Peninsula Chamber of Commerce (VPCC)

- The VPCC is a voluntary membership association that "Connects Business with Opportunity" through Facilitation, Advocacy, Communication and Education. The Chamber works to advance the positive economic, industrial, professional, cultural and civic welfare of the cities of Hampton, Newport News and Poquoson and the counties of York and James City.

Greater Williamsburg Partnership (GWP)

- The GWP is a regional economic development marketing organization for the localities of York County, James City County, and the City of Williamsburg. Formed in 2014, the partnership's purpose is to market the GWP region, to foster job creation, to facilitate new investment, to diversify our economy and to nurture and improve quality of life in our region.

York County Chamber of Commerce (YCCC)

- The YCCC's mission is to support our existing business community, attract new businesses, and to continue to be the voice of business in York County.

Office of Economic Development

- To increase the economic base by the recruitment, expansion and retention of businesses and industries, thus expanding the commercial tax base in the County and providing new, quality employment opportunities for its residents.



**York County
Departmental Budget Documents**

Economic Development

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Contractual Services	225,203	134,366	134,366	139,910
Total Budgetary Costs	<u>225,203</u>	<u>134,366</u>	<u>134,366</u>	<u>139,910</u>

Funding Sources	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Local	225,203	134,366	134,366	139,910
Total Revenues	<u>225,203</u>	<u>134,366</u>	<u>134,366</u>	<u>139,910</u>

Major Budget Variances

•There are no significant changes programmed for FY2020.

**York County
Departmental Budget Documents**

Office of Economic Development

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Personnel	378,192	398,236	398,236	418,163
Contractual Services	10,857	38,530	38,530	39,330
Internal Services	8,126	11,243	11,243	16,893
Other Charges	35,154	45,960	45,960	46,245
Materials & Supplies	1,783	3,572	3,572	3,572
Capital Outlays	1,649	-	-	-
Total Budgetary Costs	<u>435,761</u>	<u>497,541</u>	<u>497,541</u>	<u>524,203</u>

Funding Sources	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Local	435,761	497,541	497,541	524,203
Total Revenues	<u>435,761</u>	<u>497,541</u>	<u>497,541</u>	<u>524,203</u>

Staffing Summary	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Full-Time Equivalents (FTE's)	3.00	3.00	3.00	3.00

Major Budget Variances

*Funding for personnel reflects a 2.5% market adjustment and a fiscal year flat rate adjustment of \$500 per eligible, full-time employee / \$250 per eligible, part-time employee, effective July 1. An increase in health insurance is also programmed.

*Internal Services:
Information Technology is based on the proportionate share of allocated IT related charges such as service contracts for computer data circuits and network maintenance and purchases of data processing equipment. The allocation is based on the department's number of desktops and/or mobile units. The increase is attributable to the increase in number and costs of maintenance service contracts on new technology.

An increase in Vehicle Maintenance is due to an upward trend in expenditures for the fleet allocated within the division.

York County School Division

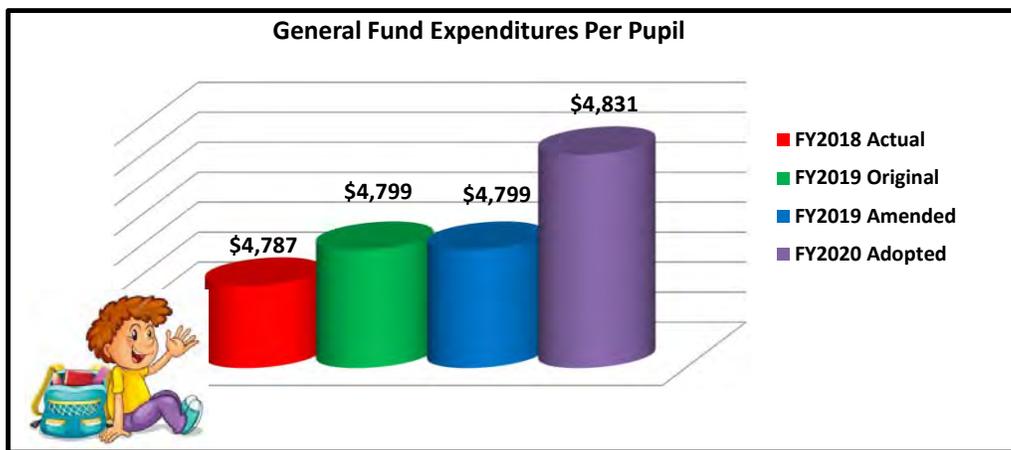


The Board of Supervisors continues to strongly support quality public education for the County residents in accordance with its goals and strategic priorities.

Department Overview

School Ops & Capital/Debt Svc-Local

* This activity reflects the local support for school operations, maintenance projects, and debt service on funds borrowed for school capital projects.



Goals of YCSD:

- York County students will consistently demonstrate growth and excellence in the skills and knowledge needed to be productive citizens.
- The York County School Division will engage all students in rigorous educational experiences.
- The York County School Division will recruit, hire, retain and support a diverse staff that meets our highest standards.
- The York County School Division will foster effective partnerships with families and our community and promote positive relationships between and among staff, students and families.
- The York County School Division will maintain efficient, effective, service-oriented operations that support student achievement in safe, secure environments.

**York County
Departmental Budget Documents**

School Ops & Capital/Debt Svc - Local

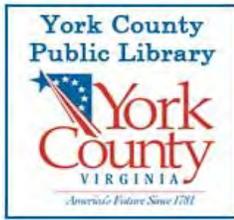
Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Transfers - School Operations	52,987,094	54,487,094	54,487,094	55,737,094
Transfers - School Debt Service	6,960,388	6,450,002	6,450,002	6,931,774
Total Budgetary Costs	<u>59,947,482</u>	<u>60,937,096</u>	<u>60,937,096</u>	<u>62,668,868</u>

Funding Sources	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Local	59,947,482	60,937,096	60,937,096	62,668,868
Total Revenues	<u>59,947,482</u>	<u>60,937,096</u>	<u>60,937,096</u>	<u>62,668,868</u>

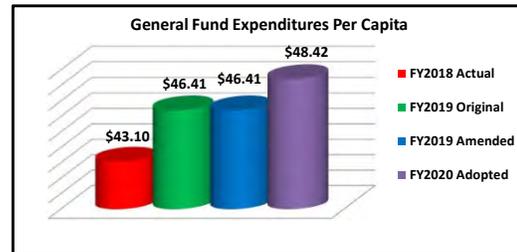
Major Budget Variances

- Funding is provided for the Schools' Operating Budget at \$1,250,000 greater than the amount provided in FY2019.
- An increase in funding for the School's Debt Service is due to the annual fluctuation in debt service requirements.

Library Services & Cooperative Extension



Serves as an educational and recreational resource for York County; provides materials and services to help residents meet their personal, educational and professional needs; and provides residents with an ever-changing variety of media resources.



Department Overview

Library Services

The York County Public Library serves county residents and the wider community by:

- Maintaining and providing access to a diverse collection of quality print and digital resources to serve all information needs.
- Hosting a wide variety of educational and cultural programs for adults that encourage the pursuit of lifelong learning.
- Creating engaging children's programs that develop early literacy skills and inspire a passion for reading and learning throughout their lives.
- Providing access to up-to-date technology that meets the evolving educational and professional needs of the community.
- Creating safe spaces for all members of the community to utilize the library's collection and services without discrimination.
- Developing outreach services that bring the library to community members who are unable to reach the physical locations.

Cooperative Extension

- The Agriculture and Natural Resources (ANR) program in York County focuses primarily on horticultural practices due to the needs and concerns of the majority of our citizens. The program provides classes, workshops, trainings, and resources to the public and professionals that address the national initiatives of pesticide reduction, safe and responsible use of pesticides, sustainable landscape management, and horticultural and agricultural practices that have a limited impact on land and water resources.
- The VCE office in York County partners with Family and Consumer Science Agents in other localities to provide our citizens with classes, workshops, trainings, and resources that address the national initiatives of food safety, healthy living and nutrition, financial and resource management, and parenting education.
- 4-H is a positive youth development organization within VCE that teaches youth leadership, citizenship, and life skills through hands-on, learn-by-doing approaches. The 4-H program uses a variety of delivery modes - from residential summer camps and day camps to in-school and after-school enrichment programs. The program also facilitates community 4-H clubs that provide youth with an environment in which caring adult leaders help foster a sense of learning and achievement through topic exploration. The goal of 4-H is to help youth, and adults working with those youth, develop into successful, contributing members of society.
- The ANR and 4-H Extension Agents in York County help direct, develop, and facilitate programming, but the overall VCE program relies heavily on volunteers to expand its reach to a diverse audience. Approximately 150 Master Gardener and 4-H Volunteers help deliver educational programs. Our volunteers go through extensive content and programmatic training and serve as resident experts on a variety of topics and program delivery modes.
- VCE programming is based on community needs and the focus of programming is constantly changing in order to meet those needs. Programming and resource development is directed by the Unit Situation Analysis which is a survey of community leaders and the current City and County comprehensive plans that provide us with the most up-to-date identified needs for the community and how VCE can best address those issues. VCE takes all reasonable efforts to do programming with York County.
- Virginia Cooperative Extension programs and employment are open to all, an equal opportunity/affirmative action employer. Issued in furtherance of Cooperative Extension work, Virginia Polytechnic Institute and State University, Virginia State University, and the U.S. Department of Agriculture cooperating. Edwin J. Jones, Director, Virginia Cooperative Extension, Virginia Tech, Blacksburg; M. Ray McKinnie, Administrator, 1890 Extension Program, Virginia State University, Petersburg.



Paws To Read Program - Children ages 6-12 are invited to read aloud to a trained therapy dog. Children and dogs bond over a shared story, and readers gain confidence by reading to dogs.



Cooperative Extension - Learning Garden

**York County
Departmental Budget Documents**

Library Services

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Personnel	1,878,269	1,871,686	1,871,686	1,929,270
Contractual Services	650,010	691,150	691,150	728,801
Internal Services	2,108	164,686	164,686	181,682
Other Charges	12,132	10,350	10,350	11,000
Materials & Supplies	330,177	371,307	371,307	373,205
Leases & Rentals	1,566	3,100	3,100	3,100
Capital Outlays	33,030	13,000	13,000	36,000
Grants & Donations	5,760	-	-	-
Total Budgetary Costs	2,913,052	3,125,279	3,125,279	3,263,058

Funding Sources	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Local	2,693,956	2,925,279	2,925,279	3,062,058
State Aid & Grants	154,441	155,000	155,000	156,000
Federal Aid & Grants	9,852	10,000	10,000	10,000
Charges for Services	42,911	35,000	35,000	35,000
Miscellaneous	11,892	-	-	-
Total Revenues	2,913,052	3,125,279	3,125,279	3,263,058

Staffing Summary	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Full-Time Equivalents (FTE's)	32.00	32.50	32.50	32.50

Major Budget Variances

•Funding for personnel reflects a 2.5% market adjustment and a fiscal year flat rate adjustment of \$500 per eligible, full-time employee / \$250 per eligible, part-time employee, effective July 1. An increase in health insurance is also programmed.

•Internal Services:

Information Technology is based on the proportionate share of allocated IT related charges such as service contracts for computer data circuits and network maintenance and purchases of data processing equipment. The allocation is based on the department's number of desktops and/or mobile units. The increase is attributable to the increase in number and costs of maintenance service contracts on new technology.

A decrease in Vehicle Maintenance is due to a downward trend in expenditures for the fleet allocated within the division.

•The operating budget reflects an increase in contractual services for maintenance service contracts and the contribution to the Williamsburg Regional Library.

•Overall increase in Capital Outlays is attributable to a one-time approved enhancement for a Radio Frequency Identification System. The new system will allow for more efficient checkout and checkin capabilities, better inventory control and analysis, and allow for customer self-checkout.

**York County
Departmental Budget Documents**

Cooperative Extension

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Contractual Services	44,127	51,925	51,925	52,624
Internal Services	952	8,853	8,853	7,761
Other Charges	1,254	2,075	2,075	2,550
Materials & Supplies	800	800	800	800
Capital Outlays	859	-	-	-
Grants & Donations	1,000	830	830	880
Total Budgetary Costs	<u>48,992</u>	<u>64,483</u>	<u>64,483</u>	<u>64,615</u>

Funding Sources	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Local	40,228	55,483	55,483	55,615
Recovered Costs	8,764	9,000	9,000	9,000
Total Revenues	<u>48,992</u>	<u>64,483</u>	<u>64,483</u>	<u>64,615</u>

Major Budget Variances

•Miscellaneous contractual services increased due to the pending promotion of the 4-H Associate Extension Agent to 4-H Extension Agent. Extension Agents are on a 6 year promotion tract with Virginia Cooperative Extension. Increase for FY20 also includes a potential 4% salary increase for both Agents.

•Internal Services:
Information Technology is based on the proportionate share of allocated IT related charges such as service contracts for computer data circuits and network maintenance and purchases of data processing equipment. The allocation is based on the department's number of desktops and/or mobile units. The decrease is attributable to the decrease in number and costs of maintenance service contracts on new technology.

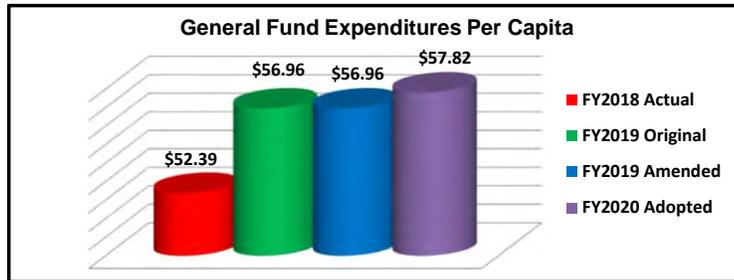
A decrease in Vehicle Maintenance is due to a downward trend in expenditures for the fleet allocated within the division.

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Human Services



Human Services manages, provides service, and aids residents who need assistance in the areas of health services, social services and financial assistance; and contributes to outside agencies and organizations that assist with low income families, disabilities and other general needs. Individual division details follow this summary page.



Department Overview

Social Services - Local Share

- The General Fund contributes to the operation of the Social Services Fund through its local match for administration, programs and for the Children's Services Act. Social Services is responsible for promoting self-sufficiency, self-support, and self-esteem among those less fortunate. Financial assistance programs are available to aid needy persons within the community. The Children's Services Act requires local governments to provide certain residential or intensive in-home therapeutic services to troubled youth.

Payments to Outside Entities

This activity provides contractual support for the following programs:

- **Child Development Resources:** Provides early childhood developmental programs for economically disadvantaged or otherwise qualified York County families.
- **Child Food Service:** Contribution to the food service program.
- **Community Services Grants:** Agencies supported in FY2019 include: American Red Cross York-Poquoson Chapter, Avalon, Colonial Court Appointed Special Advocates (CASA), Community Brain Injury, Hospice House & Support Care of Williamsburg, Natasha House, Inc., PAA, Transitions Family Violence, Versability Resources, Virginia Cooperative Extension, Virginia Peninsula Food Bank, Williamsburg Area Faith in Action, Williamsburg Area Meals on Wheels and York County Meals on Wheels.
- **Lackey Clinic:** Provides free services to those in need including acute/chronic medical, dental and behavioral mental care. The clinic also provides patients with free medications, health education classes and social services referrals as needed.
- **Housing Partnerships, Inc.:** Provides significant home repairs at a minimal cost by partnering with volunteer groups, local governments, businesses and other charitable organizations..
- **Virginia Peninsula Mayors & Chairs Commission on Homelessness:** Agreement between localities to provide leadership and oversight for a regional plan to address homelessness.
- **The Peninsula Health Department:** Initiates and maintains a cooperative agreement between each of the five local governments (Newport News, James City County, York County, Poquoson, and Williamsburg) and the Commonwealth of Virginia. The County's minimum "match" requirement is 45% of the York County portion of the total Health District Budget. The Department's mission is to promote optimum health and healthy lifestyles for the residents of York County; to assure vital statistics, health information, preventative, and environmental health services are available to the residents of the County; to provide medical services for low income residents; and to carry out other responsibilities assigned by action of the County Board of Supervisors and the Virginia General Assembly.
- **Williamsburg Area Medical Assistance Corporation (WAMAC):** An innovative public-private partnership formed in 1993 by the contiguous communities of James City County, York County, and the City of Williamsburg. It operates Olde Towne Medical Center, a community-based, non-profit, 501(c)3 rural health center which provides comprehensive primary health care to the un- and under-insured, Medicaid and Medicare population living in the Williamsburg, Virginia area.
- **Colonial Behavioral Health :** Established by the Counties of York and James City and the Cities of Poquoson and Williamsburg to provide a system of comprehensive community health, intellectual/developmental disability and substance abuse disorder services. The following services are provided: Adolescent Substance Use Disorder Services, Case Management, Early Intervention, Emergency Services, Employee Assistance Program, Greater Williamsburg Child Assessment Center, Mental Health Support, Opportunities Unlimited Day Support, Outpatient Counseling, Pathways Senior Services, People's Place Psychological Rehabilitative Services, Prevention Services, Psychiatric Services, Residential Services, and Supportive Services.



**York County
Departmental Budget Documents**

Social Services - Local Share

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Personnel	711	1,550	1,550	1,550
Contractual Services	-	4,300	4,300	5,500
Transfers to Other Funds	2,154,220	2,397,125	2,397,125	2,431,876
Total Budgetary Costs	<u>2,154,931</u>	<u>2,402,975</u>	<u>2,402,975</u>	<u>2,438,926</u>

Funding Sources	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Local	1,995,648	2,222,975	2,222,975	2,258,926
Federal Aid & Grants	159,283	180,000	180,000	180,000
Total Revenues	<u>2,154,931</u>	<u>2,402,975</u>	<u>2,402,975</u>	<u>2,438,926</u>

Major Budget Variances

- The operating budget has an expected increase in the County portion due to the Medicaid expansion.

**York County
Departmental Budget Documents**

Payments to Outside Entities

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Contractual Services	1,376,645	1,441,893	1,441,893	1,461,675
Grants & Donations	69,000	69,770	69,770	73,346
Total Budgetary Costs	<u>1,445,645</u>	<u>1,511,663</u>	<u>1,511,663</u>	<u>1,535,021</u>

Funding Sources	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Local	1,445,645	1,511,663	1,511,663	1,535,021
Total Revenues	<u>1,445,645</u>	<u>1,511,663</u>	<u>1,511,663</u>	<u>1,535,021</u>

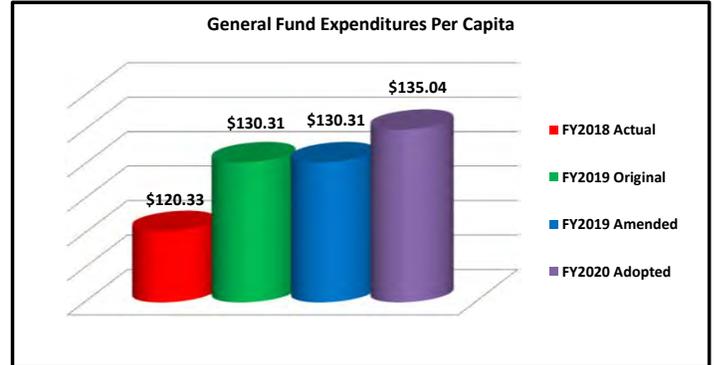
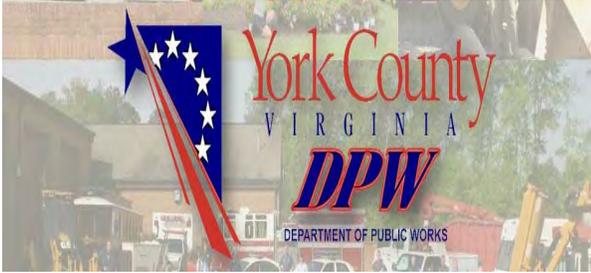
Major Budget Variances

•The operating budget has an expected increase due to the regional support that the County provides to outside agencies.

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Department of Public Works

The Department of Public Works is responsible for the management, design, construction, and delivery of maintenance services for York County. This is accomplished through the divisions below. Individual division details follow this summary page.



Department Overview

Administration

- Provides quality, cost-effective administrative support for Public Works.

Engineering & Facility Maintenance

- Utilizes quality construction and maintenance for County facilities emphasizing the lowest lifetime operating costs.
- Provides effective facility maintenance programs to help ensure mission accomplishment, protect County resources, provide quality work places, and ensure excellent customer service.
- Completes 95% of critical preventive maintenance tasks on schedule, strives for zero customer requests for minor work over 30 days old, repairs at least 98% of emergencies within 24 hours, and provides timely response to high-priority, major work orders.
- Improves planning and budgeting efforts by conducting annual audits on select facilities, developing an effective preventive maintenance program, and controlling backlog growth through sound programming and resource advocacy.

Facility/Utility Charges

- Provides electrical, water, gas, heating, and sewer services for County facilities and parks.

Grounds Maintenance & Construction

- Provides a grounds maintenance program for County facilities.
- Provides support to the Parks & Recreation Division's outdoor recreational programs and to community-based, group recreational programs such as Little League, Youth Football, and Select Soccer.
- Provides a grounds maintenance program for 276.1 acres of School facilities as outlined in the School Grounds Maintenance Agreement between the York County Board of Supervisors and the York County School Board.
- Provides a grounds maintenance program for 32 linear miles of Gateway Corridors.
- Ensures Grounds Maintenance employees have resources, motivation and technical information necessary to perform their best while providing effective customer service.



Stormwater Stormwater Engineering & Construction

- Constructs, repairs, and maintains drainage systems that are owned by York County.
- Implements recommendations of the Stormwater Advisory Committee approved by the Board.
- Inspects outfalls for illicit discharges as required by the Virginia Department of Conservation and Recreation (DCR) Virginia Stormwater Management Program (VSMP) permit.
- Reviews development plans for compliance with the Stormwater, Chesapeake Bay, Erosion Control, Watershed Management, and Floodplain Ordinances.
- Implements the Capital Improvement Program (CIP) projects approved and funded by the Board.
- Implements the requirements of the Environmental Protection Agency Phase II Stormwater Regulations.
- Implements and continues development of the Capital Improvements Program for Stormwater Management Plan.
- Implements the Chesapeake Bay Preservation Act (CBPA) in accordance with the latest revisions by Chesapeake Bay Local Assistance Board (CBLAB).
- Implements the Floodplain Ordinance and the FEMA CRS program.
- It is the Wetlands Board's responsibility to hold public hearings on requests for construction within tidal wetlands, evaluate such requests in terms of the ecological significance of the shoreline construction, and either grant or deny the wetlands permit.
- Provides advice and information to County residents concerning wetlands protection.
- Reviews permits including site inspections prior to approval and upon completion.
- It is the Chesapeake Bay Board's responsibility to hold public hearings on requests and appeals for exceptions to the Ordinance for construction within Resource Protection Areas (RPA's), evaluate such requests in terms of the environmental impacts of the construction, and either grant or deny the exception.
- Provides advice and information to County residents concerning exceptions.
- Reviews permits including site inspections prior to approval.

Mosquito Control - Stormwater Operations

- Maintains the highest level of customer service.
- Informs residents about the importance of mosquito prevention and vested in reducing mosquito numbers.
- Maintains an efficient, responsive, and environmentally conscious program that meets mission expectation.
- Develops outreach and educational programs for citizens and The York County School Division.
- Develops a proactive rather than reactive strategy for mosquito and County pest control operations.
- Maintains the drainage ways to remove blockages.
- Implements a realistic construction schedule for the maintenance crew and contracts out the larger, time consuming projects.



**York County
Departmental Budget Documents**

Public Works - Administration

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Personnel	163,121	116,090	116,090	148,855
Contractual Services	1,208	2,600	2,600	2,600
Internal Services	10,340	15,444	15,444	35,963
Other Charges	13,496	12,150	12,150	12,150
Materials & Supplies	2,708	2,280	2,280	2,280
Capital Outlays	2,748	-	-	-
Total Budgetary Costs	<u>193,621</u>	<u>148,564</u>	<u>148,564</u>	<u>201,848</u>

Funding Sources	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Local	193,621	148,564	148,564	201,848
Total Revenues	<u>193,621</u>	<u>148,564</u>	<u>148,564</u>	<u>201,848</u>

Staffing Summary	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Full-Time Equivalents (FTE's)	2.45	2.00	2.00	2.00

Major Budget Variances

•Funding for personnel reflects a 2.5% market adjustment and a fiscal year flat rate adjustment of \$500 per eligible, full-time employee / \$250 per eligible, part-time employee, effective July 1. An increase in health insurance is also programmed.

•Internal Services:
Information Technology is based on the proportionate share of allocated IT related charges such as service contracts for computer data circuits and network maintenance and purchases of data processing equipment. The allocation is based on the department's number of desktops and/or mobile units. The increase is attributable to the increase in number and costs of maintenance service contracts on new technology.

•An increase in Vehicle Maintenance is due to an upward trend in expenditures for the fleet allocated within the division.

**York County
Departmental Budget Documents**

Public Works - Engineering & Facility Maintenance

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Personnel	1,253,396	1,313,472	1,313,472	1,340,473
Contractual Services	565,747	611,373	611,373	666,957
Internal Services	86,399	108,987	108,987	129,025
Other Charges	17,263	17,180	17,180	27,680
Materials & Supplies	178,106	188,795	188,795	201,845
Leases & Rentals	3,349	1,250	1,250	1,250
Capital Outlays	12,363	8,000	8,000	8,000
Grants & Donations	25	-	-	-
Total Budgetary Costs	<u>2,116,648</u>	<u>2,249,057</u>	<u>2,249,057</u>	<u>2,375,230</u>

Funding Sources	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Local	2,110,934	2,244,057	2,244,057	2,370,230
Recovered Costs	5,714	5,000	5,000	5,000
Total Revenues	<u>2,116,648</u>	<u>2,249,057</u>	<u>2,249,057</u>	<u>2,375,230</u>

Staffing Summary	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Full-Time Equivalents (FTE's)	19.00	17.50	17.50	17.50

Major Budget Variances

- Funding for personnel reflects a 2.5% market adjustment and a fiscal year flat rate adjustment of \$500 per eligible, full-time employee / \$250 per eligible, part-time employee, effective July 1. An increase in health insurance is also programmed.

- Internal Services:
Information Technology is based on the proportionate share of allocated IT related charges such as service contracts for computer data circuits and network maintenance and purchases of data processing equipment. The allocation is based on the department's number of desktops and/or mobile units. The increase is attributable to the increase in number and costs of maintenance service contracts on new technology.

- Vehicle Maintenance increased due to an upward trend in vehicle maintenance expenditures for the division.

- Funding for Contractual Services increased due to the custodial services contract.

- Funding increased in Other Charges due to a one time new HVAC system training.

- Increase in Materials and Supplies is due to a one time installation of elevator security boxes .

**York County
Departmental Budget Documents**

Public Works - Facility/Utility Charges

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Other Charges	979,046	1,065,276	1,065,276	1,051,911
Total Budgetary Costs	<u>979,046</u>	<u>1,065,276</u>	<u>1,065,276</u>	<u>1,051,911</u>

Funding Sources	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Local	970,927	1,060,276	1,060,276	1,045,911
Recovered Costs	8,119	5,000	5,000	6,000
Total Revenues	<u>979,046</u>	<u>1,065,276</u>	<u>1,065,276</u>	<u>1,051,911</u>

Major Budget Variances

•A downward trend due to a reallocation within Public Works. This division has been combined with Engineering & Facility Maintenance.

**York County
Departmental Budget Documents**

Public Works - Grounds Maintenance & Construction

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Personnel	2,138,777	2,145,642	2,145,642	2,208,088
Contractual Services	258,250	327,650	327,650	334,650
Internal Services	386,894	487,852	487,852	447,425
Other Charges	18,503	8,050	8,050	14,550
Materials & Supplies	219,128	240,465	240,465	286,115
Leases & Rentals	669	1,220	1,220	1,220
Capital Outlays	5,203	58,750	58,750	58,750
Insurance Recovery	885	-	-	-
Total Budgetary Costs	<u>3,028,309</u>	<u>3,269,629</u>	<u>3,269,629</u>	<u>3,350,798</u>

Funding Sources	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Local	1,274,792	2,134,629	2,134,629	2,215,798
Transfer From Other Funds	1,753,517	1,135,000	1,135,000	1,135,000
Total Revenues	<u>3,028,309</u>	<u>3,269,629</u>	<u>3,269,629</u>	<u>3,350,798</u>

Staffing Summary	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Full-Time Equivalents (FTE's)	38.00	37.00	37.00	37.00

Major Budget Variances

•Funding for personnel reflects a 2.5% market adjustment and a fiscal year flat rate adjustment of \$500 per eligible, full-time employee / \$250 per eligible, part-time employee, effective July 1. An increase in health insurance is also programmed.

•Funding for Contractual Services increased due to a sprigging contract for the schools.

•Increased funding for Materials & Supplies reflects the cost of colored mulch to heighten the longevity for the county and schools.

•Internal Services:

Information Technology is based on the proportionate share of allocated IT related charges such as service contracts for computer data circuits and network maintenance and purchases of data processing equipment. The allocation is based on the department's number of desktops and/or mobile units. The increase is attributable to the increase in number and costs of maintenance service contracts on new technology.

**York County
Departmental Budget Documents**

Public Works - Stormwater Engineering & Construction

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Personnel	886,872	1,112,981	1,762,308	1,784,845
Contractual Services	3,471	6,500	19,272	15,238
Internal Services	83,493	75,840	90,237	107,693
Other Charges	4,701	4,000	25,530	23,030
Materials & Supplies	9,253	20,275	22,400	8,800
Capital Outlays	78	-	-	-
Total Budgetary Costs	<u>987,868</u>	<u>1,219,596</u>	<u>1,919,747</u>	<u>1,939,606</u>

Funding Sources	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Local	987,868	1,219,596	1,919,747	1,939,606
Total Revenues	<u>987,868</u>	<u>1,219,596</u>	<u>1,919,747</u>	<u>1,939,606</u>

Staffing Summary	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Full-Time Equivalents (FTE's)	20.80	20.80	20.80	28.55

Major Budget Variances

•Funding for personnel reflects a 2.5% market adjustment and a fiscal year flat rate adjustment of \$500 per eligible, full-time employee / \$250 per eligible, part-time employee, effective July 1. An increase in health insurance is also programmed.

•Internal Services:
Information Technology is based on the proportionate share of allocated IT related charges such as service contracts for computer data circuits and network maintenance and purchases of data processing equipment. The allocation is based on the department's number of desktops and/or mobile units. The increase is attributable to the increase in number and costs of maintenance service contracts on new technology.

•An increase in Vehicle Maintenance is due to the reallocation and merging of departments within Public Works.

•Decrease in Contractual Services for uniform support services is due to the reallocation and merging of departments within Public Works.

•Decrease in Materials and Supplies for protective clothing is due to the reallocation and merging of departments within Public Works.

•The departments of Stormwater Engineering, Wetlands & Chesapeake Bay Boards were merged into Stormwater Operations.

**York County
Departmental Budget Documents**

Public Works - Mosquito Control & Stormwater Operations

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Personnel	182,805	190,776	190,776	225,719
Contractual Services	601	1,155	1,155	5,655
Internal Services	10,305	14,366	14,366	46,635
Other Charges	5,403	4,665	4,665	7,165
Materials & Supplies	37,171	92,640	92,640	76,340
Capital Outlays	14,972	-	-	-
Total Budgetary Costs	<u>251,257</u>	<u>303,602</u>	<u>303,602</u>	<u>361,514</u>

Funding Sources	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Local	250,507	303,602	303,602	361,514
Charges for Services	750	-	-	-
Total Revenues	<u>251,257</u>	<u>303,602</u>	<u>303,602</u>	<u>361,514</u>

Staffing Summary	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Full-Time Equivalents (FTE's)	3.00	3.00	3.00	3.00

Major Budget Variances

•Funding for personnel reflects a 2.5% market adjustment and a fiscal year flat rate adjustment of \$500 per eligible, full-time employee / \$250 per eligible, part-time employee, effective July 1. An increase in health insurance is also programmed.

•Internal Services:
Information Technology is based on the proportionate share of allocated IT related charges such as service contracts for computer data circuits and network maintenance and purchases of data processing equipment. The allocation is based on the department's number of desktops and/or mobile units. The increase is attributable to the increase in number and costs of maintenance service contracts on new technology.

•Vehicle Maintenance increased due to an upward trend in vehicle maintenance expenditures for the division.

•Increase in Contractual Services for uniform support services is due to the reallocation and merging of departments within Public Works.

•Materials and Supplies decreased due to pesticide trends.

**York County
Departmental Budget Documents**

Wetlands & Chesapeake Bay Boards

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Personnel	1,830	6,000	-	-
Contractual Services	2,368	3,500	-	-
Other Charges	236	350	-	-
Total Budgetary Costs	<u>4,434</u>	<u>9,850</u>	<u>-</u>	<u>-</u>

Funding Sources	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Local	4,434	9,850	-	-
Total Revenues	<u>4,434</u>	<u>9,850</u>	<u>-</u>	<u>-</u>

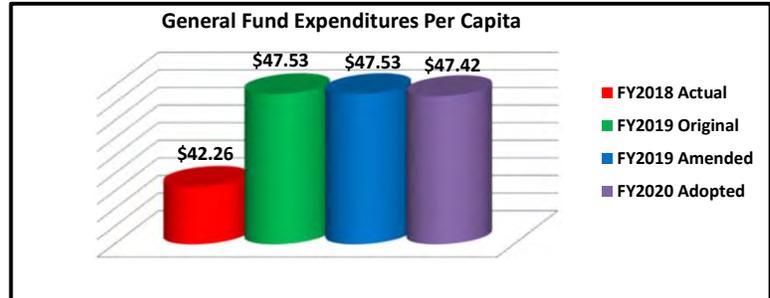
Major Budget Variances

•Due to restructuring this division has been combined with Engineering & Facility Maintenance.

Community Services



The Community Services Department is responsible for the delivery or oversight of human services and programs providing opportunities for recreation and cultural enrichment for the residents of the County. This is accomplished through the divisions below.



Department Overview

Administration

- Enhancing the lives of individuals and families while bringing the community together through programs, services, and special events.
- Supports the Board's strategic priority to generate quality educational opportunities for all, Civic Engagement, Environmental Stewardship and Excellent Customer Service.
- Oversees the administration of the divisions of Administration, Children and Family Services, Housing and Neighborhood Revitalization, Juvenile Services, Parks and Recreation and Tourism Development. Also, oversees programs such as Youth Commission, Safety Town, Yorktown Waterfront, and the Senior Center of York.
- Reviews/projects the level of community need for program designs and development, craftsmanship, etc.
- Provides oversight and liaison responsibilities with the Greater Williamsburg Chamber and Tourism Alliance, Colonial Behavioral Health, Olde Towne Medical and Dental Center, Peninsula Agency on Aging, the Virginia Cooperative Extension, Workforce Development and the Juvenile Court Services Unit to assure that the best interests of County government and the residents of York are served.

Housing & Neighborhood Revitalization

- Develops and implements programs to ensure York County residents can age safely in place and improve their quality of life.
- Develops and implements programs to assist first time buyers purchase a home.
- Ensures units are maintained to Housing Quality Standards with annual, complaint, and move-in inspections thus ensuring Housing Choice Voucher Program properties are being maintained.
- Seeks and applies for grants as directed by the Department Director, County Administrator, and Board of Supervisors.
- Ensures that residents will not be forced to vacate their homes due to deterioration of the dwelling.
- Ensures that these critically needed funds will be implemented in an expeditious and qualitative fashion by assisting families in the various aspects of securing grant/loan financing and in servicing the loan.

Parks and Recreation

- Effectively communicates with County residents about parks and recreational services that are available to them.
- Protects open space, connecting public to nature, and engaging communities in conservation practices.
- Monitors the use of existing facilities and participation in existing programs in order to evaluate their effectiveness and/or make improvements.
- Directs planning efforts so that, at a minimum, current levels of service can be maintained in the future as the County's population increases and demand for services change.
- Maintains active communication between the County and its businesses and residents to create greater awareness and strengthen community involvement.
- Pursues social equity to ensure all people have access to benefits of Parks and Recreation.
- Creates and maintains an increased awareness of historic Yorktown and York County through a variety of marketing programs, promotional efforts, and special events.
- Serves as County liaison and resource to community groups by fostering the development of our tourism product and in the planning, managing, and implementation of existing as well as new events and programs.



**York County
Departmental Budget Documents**

Community Services - Administration

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Personnel	261,236	261,329	261,329	279,509
Contractual Services	1,243	1,390	1,390	17,920
Internal Services	5,429	10,861	10,861	13,331
Other Charges	6,495	10,300	10,300	15,750
Materials & Supplies	1,925	1,950	1,950	1,650
Leases & Rentals	1,183	-	-	-
Capital Outlays	4,890	-	-	-
Total Budgetary Costs	<u>282,401</u>	<u>285,830</u>	<u>285,830</u>	<u>328,160</u>

Funding Sources	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Local	282,401	285,830	285,830	328,160
Total Revenues	<u>282,401</u>	<u>285,830</u>	<u>285,830</u>	<u>328,160</u>

Staffing Summary	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Full-Time Equivalents (FTE's)	3.00	3.00	3.00	3.00

Major Budget Variances

•Funding for personnel reflects a 2.5% market adjustment and a fiscal year flat rate adjustment of \$500 per eligible, full-time employee / \$250 per eligible, part-time employee, effective July 1. An increase in health insurance is also programmed.

•Internal Services:
Information Technology is based on the proportionate share of allocated IT related charges such as service contracts for computer data circuits and network maintenance and purchases of data processing equipment. The allocation is based on the department's number of desktops and/or mobile units. The increase is attributable to the increase in number and costs of maintenance service contracts on new technology.

A decrease in Vehicle Maintenance is due to a downward trend in expenditures for the fleet allocated within the division.

•An increase in Contractual Services is attributable to the reallocation of funds in the Transportation Grant from Housing & Development.

•Overall increase in Other Charges is programmed for personnel development.

**York County
Departmental Budget Documents**

Community Services - Housing & Neighborhood Revitalization

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Personnel	338,493	417,785	417,785	391,625
Contractual Services	128,929	162,500	162,500	151,050
Internal Services	5,831	11,944	11,944	18,203
Other Charges	10,107	13,020	13,020	14,775
Materials & Supplies	3,205	6,350	6,350	6,410
Leases & Rentals	2,912	-	-	-
Capital Outlays	2,934	-	-	-
Grants & Donations	22,386	-	-	-
Total Budgetary Costs	<u>514,797</u>	<u>611,599</u>	<u>611,599</u>	<u>582,063</u>

Funding Sources	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Local	405,924	511,599	511,599	582,063
Federal Aid & Grants	108,873	100,000	100,000	-
Total Revenues	<u>514,797</u>	<u>611,599</u>	<u>611,599</u>	<u>582,063</u>

Staffing Summary	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Full-Time Equivalents (FTE's)	7.00	7.00	7.00	6.00

Major Budget Variances

•Funding for personnel reflects a 2.5% market adjustment and a fiscal year flat rate adjustment of \$500 per eligible, full-time employee / \$250 per eligible, part-time employee, effective July 1. An increase in health insurance is also programmed.

•A decrease in Contractual Services is attributable to the reallocation of the Transportation Grant to Community Services Administration.

•Internal Services:
Information Technology is based on the proportionate share of allocated IT related charges such as service contracts for computer data circuits and network maintenance and purchases of data processing equipment. The allocation is based on the department's number of desktops and/or mobile units. The increase is attributable to the increase in number and costs of maintenance service contracts on new technology.

•An increase in Vehicle Maintenance is due to an upward trend in expenditures for the fleet allocated within the division.

**York County
Departmental Budget Documents**

Community Services - Parks & Recreation

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Personnel	1,405,984	1,455,669	1,455,669	1,396,561
Contractual Services	125,196	159,810	159,810	164,300
Internal Services	37,274	76,097	76,097	98,545
Other Charges	56,189	108,775	108,775	96,285
Materials & Supplies	110,957	143,900	143,900	171,950
Leases & Rentals	357,281	361,000	361,000	417,000
Capital Outlays	11,120	9,000	9,000	-
Grants & Donations	2,328	4,000	4,000	4,000
Total Budgetary Costs	<u>2,106,329</u>	<u>2,318,251</u>	<u>2,318,251</u>	<u>2,348,641</u>

Funding Sources	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Local	1,405,033	1,705,251	1,705,251	1,842,641
Use of Money & Property	126,135	112,000	112,000	5,000
Charges for Services	533,893	501,000	501,000	501,000
Miscellaneous	41,268	-	-	-
Total Revenues	<u>2,106,329</u>	<u>2,318,251</u>	<u>2,318,251</u>	<u>2,348,641</u>

Staffing Summary	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Full-Time Equivalents (FTE's)	15.00	14.00	14.00	12.00

Major Budget Variances

•Funding for personnel reflects a 2.5% market adjustment and a fiscal year flat rate adjustment of \$500 per eligible, full-time employee / \$250 per eligible, part-time employee, effective July 1. An increase in health insurance is also programmed.

•Overall decrease in personnel is attributable to the reallocation of 3.00 full-time equivalents to the Tourism/Yorktown Operations Funds.

•A decrease is programmed in Other Charges. This includes a one-time increase in Personnel Development for software training and a reduction in costs for Sports Camp participation.

•Internal Services:
Information Technology is based on the proportionate share of allocated IT related charges such as service contracts for computer data circuits and network maintenance and purchases of data processing equipment. The allocation is based on the department's number of desktops and/or mobile units. The increase is attributable to the increase in number and costs of maintenance service contracts on new technology.

A decrease in Vehicle Maintenance is due to a downward trend in expenditures for the fleet allocated within the division.

•Increased funding is provided in materials and supplies for an additional concession stand at the McReynold's Sports Complex.

•An increase is programmed in Leases & Rentals for a new pending lease at an alternate location in a shopping center.

•Decrease in Capital Outlays is attributable to new software purchased in FY19.

**York County
Departmental Budget Documents**

Freight Shed

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Personnel	663	28,764	28,764	-
Contractual Services	-	7,300	7,300	-
Internal Services	-	6,500	6,500	-
Other Charges	-	1,200	1,200	-
Materials & Supplies	308	7,200	7,200	-
Total Budgetary Costs	<u>971</u>	<u>50,964</u>	<u>50,964</u>	<u>-</u>

Funding Sources	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Local	971	50,964	50,964	-
Total Revenues	<u>971</u>	<u>50,964</u>	<u>50,964</u>	<u>-</u>

Major Budget Variances

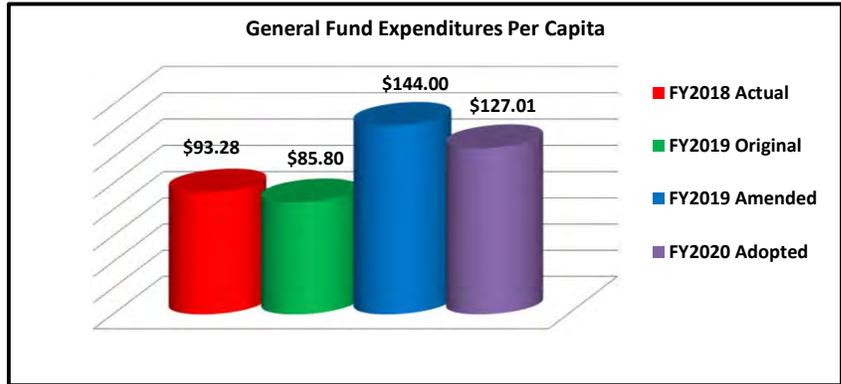
•New in FY2020, the Freight Shed has been reallocated to the Tourism Fund.

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Capital Outlay & Non-Departmental



Capital Outlay & Non-Departmental includes which are not specific to one department. Individual division details follow this summary page.



Department Overview

Capital Outlay & Fund Transfers

- This activity accounts for certain capital projects and transfers to other funds. The General Fund makes an additional transfer to the Stormwater Management Fund for minor drainage improvements. This activity also accounts for the transfer to the Children and Family Services Fund for the County's local support of the Head Start and USDA programs and for the transfer to the County Debt Service Fund for debt repayment on County capital projects.

Payments to Outside Entities

- **York County Arts Commission:** Programs supported in FY2019: 1781 Foundation, Arc of Greater Wmsbg, Aura Curiatlas Physical Theatre, Art at the River/Committee, Celebrate Yorktown Committee/Summer Concerts & Symphony, Chesapeake Bay Wind Ensemble, Community Alliance for the Performing Arts, Fifes and Drums of York Town, Jamestown/Yorktown Foundation, Magic of Harmony Show Chorus, Mariner's Museum, Natasha House, Opera in Williamsburg, Riverwalk Landing Business Association, Senior Center of York, VA Living Museum, VA Opera Association, VA Regional Ballet, VA Repertory Theatre, VA Stage Company, VA Symphony Orchestra, Watermen's Museum, Williamsburg Book Festival, Williamsburg Choral Guild, Williamsburg Contemporary Art Center, Williamsburg Symphony Orchestra, Williamsburg Players, York County Historical Museum, York County Public Library, York River Symphony Orchestra, Yorktown Arts Foundation, Yorktown Chorale and Young Audiences of VA.
- **Hampton Roads Military & Federal Facilities:** Program to collectively focus area efforts on preserving and growing Federal capabilities within the Hampton Roads region.
- **Thomas Nelson Community College:** Program provides funding for site improvements to the college campus and support for the Peninsula Work Force Development Center and Thomas Nelson Workforce Center.
- **YMCA:** Program provides a public-private partnership for the Upper County Community Center.
- **Boys and Girls Club:** This program inspires and enables all young people to reach their full potential as productive, caring, and responsible citizens.

Non-Departmental Employee Benefits

- This activity accounts for the following: termination pay, retiree health & dental insurance, unemployment compensation, employee assistance program, safety committee program, administrative costs for flexible spending accounts, and other miscellaneous employee benefits.

Appropriated Reserves

- This activity is responsible for accounting for contingencies.



**York County
Departmental Budget Documents**

Payments to Outside Entities

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Contractual Services	303,805	300,523	300,523	315,503
Grants & Donations	104,508	100,000	100,000	100,000
Total Budgetary Costs	<u>408,313</u>	<u>400,523</u>	<u>400,523</u>	<u>415,503</u>

Funding Sources	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Local	408,313	400,523	400,523	415,503
Total Revenues	<u>408,313</u>	<u>400,523</u>	<u>400,523</u>	<u>415,503</u>

Major Budget Variances

- An increase is due to the funding of an additional \$10,000 for the Arts Commission.

**York County
Departmental Budget Documents**

Non-Departmental Employee Benefits

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Personnel	385,923	398,150	398,150	245,560
Other Charges	31,095	45,006	45,006	46,541
Attrition Savings	-	-800,000	-800,000	-650,000
Health Insurance Retirees	610,269	565,000	565,000	565,000
OPEB Trust Contributions	180,274	335,000	335,000	335,000
Accrued Leave Payouts	-	446,747	446,747	446,747
Total Budgetary Costs	<u>1,207,561</u>	<u>989,903</u>	<u>989,903</u>	<u>988,848</u>

Funding Sources	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Local	1,207,561	989,903	989,903	988,848
Total Revenues	<u>1,207,561</u>	<u>989,903</u>	<u>989,903</u>	<u>988,848</u>

Major Budget Variances

•No significant changes are programmed in FY2020.

**York County
Departmental Budget Documents**

Capital Outlay & Fund Transfers

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Transfer to Capital Fund	1,250,174	602,790	4,402,790	3,000,000
Transfer to Children & Family Services Fund	250,000	250,000	250,000	300,000
Transfer to County Debt Service Fund	3,053,058	3,381,340	3,381,340	3,540,080
Transfer to Grant Fund	-	11,000	11,000	-
Transfer to Stormwater Fund	200,000	200,000	200,000	200,000
Transfer to Health & Dental Fund	-	-	200,000	-
Total Budgetary Costs	<u>4,753,232</u>	<u>4,445,130</u>	<u>8,445,130</u>	<u>7,040,080</u>

Funding Sources	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Local	4,732,238	4,425,130	8,425,130	7,020,080
Use of Money & Property	20,994	20,000	20,000	20,000
Total Revenues	<u>4,753,232</u>	<u>4,445,130</u>	<u>8,445,130</u>	<u>7,040,080</u>

Major Budget Variances

- The overall decrease is attributable to the reduction in the transfer to the County Capital Fund.

**York County
Departmental Budget Documents**

Appropriated Reserves

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Contractual Services	-	11,000	11,000	11,000
Capital Outlays	41,733	50,000	50,000	243,608
Total Budgetary Costs	<u>41,733</u>	<u>61,000</u>	<u>61,000</u>	<u>254,608</u>

Funding Sources	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Local	41,733	61,000	61,000	254,608
Total Revenues	<u>41,733</u>	<u>61,000</u>	<u>61,000</u>	<u>254,608</u>

**York County
Departmental Budget Documents**

Non-Departmental

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Contractual Services	-	-	-	30,000
Total Budgetary Costs	<u>-</u>	<u>-</u>	<u>-</u>	<u>30,000</u>

Funding Sources	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Local	-	-	-	30,000
Total Revenues	<u>-</u>	<u>-</u>	<u>-</u>	<u>30,000</u>

Major Budget Variances

•The increased amount is due to an allocation for legal services.

**TOURISM
FUND 8**



This fund accounts for the revenues and expenditures relating to the County's tourism programs. This is accomplished through the divisions below. Individual division details follow this summary page.

Department Overview

4th of July Celebration

- Provides support for the 4th of July event in historic Yorktown. This event is the largest attended annual event Yorktown, including a race, parade, activities, entertainment and a fireworks show.

Tourism Development

- Position York County within the Greater Williamsburg destination. Partner with community groups and with local, regional and state tourism organizations and private sector allies engaging in developing and implementing strategies on programing that promotes visitation to the destination.
- Create and maintain increased awareness of and visitation to historic Yorktown/York County through a variety of marketing programs and special events.
- Develops year-round programs for Yorktown as well as new opportunities to enhance current calendar of events to grow attendance and revenue.

Payments to Outside Entities

- **Celebrate Yorktown Committee Symphony:** Support to sponsor the Virginia Symphony concert at the end of the summer.
- **Comte de Grasse:** Funding supports Historic Yorktown. The museum contains important artifacts from the American Revolution and Civil War . It also displays period furniture and textiles, owned by Thomas Nelson, Jr. , signer of the Declaration of Independence.
- **Greater Williamsburg Chamber & Tourism Alliance:** The Alliance is business people united to enhance, promote, and serve the business community by providing the leadership needed to strengthen the community's economic base and quality of life. The Alliance seeks to increase tourism industry sales, tourism industry employment, and local tax revenues by conducting community-wide cooperative marketing programs that sell the Historic Triangle as a vacation and convention destination.
- **\$2.00 Transient Occupancy Tax:** Per Section 58.1-3823 of the Code of Virginia, the revenues collected from the additional tax, 1/2 shall be deposited into the Historic Triangle Marketing Fund. The remaining half is retained by the county. .
- **Jamestown-Yorktown Foundation:** Supports the Yorktown Victory Center.
- **Waterman's Museum:** Support to preserve the heritage of the watermen of the Chesapeake Bay, interpret their culture and contributions to the region, for education opportunities, and to preserve and enhance the environment of the Chesapeake Bay.
- **Williamsburg Area Transit Authority:** Support for the regional transit authority.
- **Yorktown Foundation Tall Ships:** Support for bringing Tall Ships to Yorktown.
- **York County Historical Committee:** Program serves as an advisory body to the Board of Supervisors on matters of a historical nature dealing with the County and the Town of York.
- **York County Historical Museum:** Support for museum's activities such as lectures, book promotions and publications for newsletters and brochures.

Yorktown Revitalization

- Funding is provided for the transfer to the Yorktown Capital Improvements Fund for repayment toward an interfund loan. Transfer to the General Fund is programmed for cost allocation for services provided to the Tourism Fund for tourism functions.

Yorktown Trolley Operations

- Funding is provided for the operation of three trolleys which are utilized to enhance the citizen and visitor experience by providing climate controlled transportation throughout Historic Yorktown. The trolleys are also used to help mitigate the issue of limited parking in and around the Yorktown Waterfront and Riverwalk Landing areas.

Freight Shed

- Funding is to provide private citizens, citizen groups and organizations as well as government-related users a gathering space for training, meetings, events, and private functions, at a reasonable rate when applicable.

FUND BALANCE SUMMARY FISCAL YEARS 2019-2020			
Beginning Fund Balance 7/1/2018	\$	-	
Projected FY2019 Funding Sources:			
Revenue	\$	3,430,500	
Other financing sources		-	
		3,430,500	
Projected FY2019 Expenditures		3,430,500	
Net Change		-	
Projected Fund Balance 6/30/2019	\$	-	
Projected FY2020 Funding Sources:			
Revenue	\$	3,593,320	
Other financing sources		-	
		3,593,320	
Projected FY2020 Expenditures		3,593,320	
Net Change		-	
Projected Fund Balance 6/30/2020	\$	-	



Freight Shed



Summer Concerts

**York County
Departmental Budget Documents**

Tourism Fund

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Personnel	494,670	519,219	519,219	730,421
Contractual Services	2,275,991	2,324,325	1,774,325	1,653,740
Internal Services	77,525	54,016	54,016	95,202
Other Charges	165,983	170,820	170,820	407,460
Materials & Supplies	44,257	46,475	46,475	55,210
Leases & Rentals	35,002	40,770	40,770	43,520
Capital Outlays	55,839	73,000	174,875	78,000
Grants & Donations	100,000	100,000	100,000	100,000
Transfers to Other Funds	778,503	101,875	550,000	429,767
Total Budgetary Costs	<u>4,027,770</u>	<u>3,430,500</u>	<u>3,430,500</u>	<u>3,593,320</u>

Funding Sources	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Other Local Taxes	3,572,349	3,425,000	3,425,000	3,455,000
Use of Money & Property	6,551	5,500	5,500	138,320
Total Revenues	<u>3,578,900</u>	<u>3,430,500</u>	<u>3,430,500</u>	<u>3,593,320</u>

Staffing Summary	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Freight Shed	-	-	-	2.50
Tourism Development	4.00	4.00	4.00	4.00

Budgetary Cost by Activity	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
4th of July Celebration	140,545	167,893	167,893	171,208
Tourism Development	765,801	797,334	797,334	741,415
Freight Shed	-	-	-	175,202
Payments to Outside Entities	2,061,693	2,106,600	1,556,600	1,547,600
Yorktown Revitalization	940,503	261,875	811,875	824,767
Yorktown Trolley Operations	119,228	96,798	96,798	133,128
Total Budgetary Cost by Activity	<u>4,027,770</u>	<u>3,430,500</u>	<u>3,430,500</u>	<u>3,593,320</u>

Major Budget Variances

•An increase in the overall Tourism Fund is mainly due to the reallocation of the Freight Shed Division that was previously budgeted in the General Fund and is now being accounted for in the Tourism Fund beginning in FY2020.

**York County
Departmental Budget Documents**

4th of July Celebration

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Personnel	65,179	73,848	73,848	73,848
Contractual Services	4,464	17,925	17,925	16,840
Internal Services	313	1,000	1,000	900
Materials & Supplies	38,067	37,350	37,350	39,350
Leases & Rentals	32,522	37,770	37,770	40,270
Total Budgetary Costs	<u>140,545</u>	<u>167,893</u>	<u>167,893</u>	<u>171,208</u>

Budgetary Cost by Activity	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
4th of July Celebration	140,545	167,893	167,893	171,208
Total Budgetary Cost by Activity	<u>140,545</u>	<u>167,893</u>	<u>167,893</u>	<u>171,208</u>

Major Budget Variances

•There are no significant changes programmed for FY2020.

**York County
Departmental Budget Documents**

Tourism Development

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Personnel	387,072	399,081	399,081	455,051
Contractual Services	350,334	362,800	362,800	248,500
Internal Services	857	3,458	3,458	2,744
Other Charges	15,983	20,820	20,820	20,760
Materials & Supplies	5,736	8,175	8,175	11,110
Leases & Rentals	2,480	3,000	3,000	3,250
Capital Outlays	3,339	-	-	-
Total Budgetary Costs	<u>765,801</u>	<u>797,334</u>	<u>797,334</u>	<u>741,415</u>

Staffing Summary	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Full-Time Equivalents (FTE's)	4.00	4.00	4.00	4.00

Budgetary Cost by Activity	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Tourism Development	765,801	797,334	797,334	741,415
Total Budgetary Cost by Activity	<u>765,801</u>	<u>797,334</u>	<u>797,334</u>	<u>741,415</u>

Major Budget Variances

•Funding for personnel reflects a 2.5% market adjustment and a fiscal year flat rate adjustment of \$500 per eligible, full-time employee / \$250 per eligible, part-time employee, effective July 1. An increase in health insurance is also programmed.

•A reduction in contractual services is due to the reallocation of the Sheriff Patrol expenditure to the Yorktown Revitalization Division within the Tourism Fund.

**York County
Departmental Budget Documents**

Freight Shed

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Personnel	-	-	-	155,232
Contractual Services	-	-	-	7,800
Internal Services	-	-	-	6,970
Other Charges	-	-	-	1,700
Materials & Supplies	-	-	-	3,500
Total Budgetary Costs	<u>-</u>	<u>-</u>	<u>-</u>	<u>175,202</u>

Staffing Summary	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Full-Time Equivalents (FTE's)	-	-	-	2.50

Budgetary Cost by Activity	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Freight Shed	-	-	-	175,202
Total Budgetary Cost by Activity	<u>-</u>	<u>-</u>	<u>-</u>	<u>175,202</u>

Major Budget Variances

•The Freight Shed division is new for fiscal year 2020 in the Tourism Fund to isolate the expenses related to the utilization of this facility. Prior year Freight Shed budgeted expenses were included as a separate division in the General Fund.

•Funding for personnel reflects a 2.5% market adjustment and a fiscal year flat rate adjustment of \$500 per eligible, full-time employee / \$250 per eligible, part-time employee, effective July 1. An increase in health insurance is also programmed.

•The following positions have been reallocated from the Parks and Recreation Division within the General Fund and reclassified in the newly established Freight Shed Division within the Tourism Fund.

- Operations Coordinator reclassified as a Waterfront Operations Supervisor, 1.00 FTE.
- Dockmaster position, 0.50 FTE.
- Facilities Services Assistant position, 1.00 FTE.

**York County
Departmental Budget Documents**

Payments to Outside Entities

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Contractual Services	1,911,193	1,933,600	1,383,600	1,369,600
Capital Outlays	50,500	73,000	73,000	78,000
Grants & Donations	100,000	100,000	100,000	100,000
Total Budgetary Costs	<u>2,061,693</u>	<u>2,106,600</u>	<u>1,556,600</u>	<u>1,547,600</u>

Budgetary Cost by Activity	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Payments to Outside Entities	2,061,693	2,106,600	1,556,600	1,547,600
Total Budgetary Cost by Activity	<u>2,061,693</u>	<u>2,106,600</u>	<u>1,556,600</u>	<u>1,547,600</u>

Major Budget Variances

•There are no significant changes programmed for FY2020.

**York County
Departmental Budget Documents**

Yorktown Revitalization

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Contractual Services	10,000	10,000	10,000	10,000
Other Charges	150,000	150,000	150,000	385,000
Capital Outlays	2,000	-	101,875	-
Transfers to Other Funds	778,503	101,875	550,000	429,767
Total Budgetary Costs	<u>940,503</u>	<u>261,875</u>	<u>811,875</u>	<u>824,767</u>

Budgetary Cost by Activity	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Yorktown Revitalization	940,503	261,875	811,875	824,767
Total Budgetary Cost by Activity	<u>940,503</u>	<u>261,875</u>	<u>811,875</u>	<u>824,767</u>

Major Budget Variances

•An increase in other charges is due to a reallocation of the Sheriff Patrol expenses from the Tourism Development and Events Division.

•A decreased amount has been programmed in Transfers to Other Funds to support an inter-fund loan payment.

**York County
Departmental Budget Documents**

Yorktown Trolley Operations

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Personnel	42,419	46,290	46,290	46,290
Contractual Services	-	-	-	1,000
Internal Services	76,355	49,558	49,558	84,588
Materials & Supplies	454	950	950	1,250
Total Budgetary Costs	<u>119,228</u>	<u>96,798</u>	<u>96,798</u>	<u>133,128</u>

Budgetary Cost by Activity	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Yorktown Trolley Operations	119,228	96,798	96,798	133,128
Total Budgetary Cost by Activity	<u>119,228</u>	<u>96,798</u>	<u>96,798</u>	<u>133,128</u>

Major Budget Variances

*An increase is programmed in Internal Services to reflect an upward trend in vehicle maintenance costs for three trolleys.

SOCIAL SERVICES

FUND 13



This fund accounts for the revenues and expenditures relating to Social Services programs. This is accomplished through the divisions below. Individual division details follow this summary page.

Department Overview

Administration

- The annualized estimate of population being served is over 20,000 units of service in York and Poquoson. This represents a significant percentage of the total population.

Public Assistance

- Provides benefit programs for eligible persons such as Medicaid, Temporary Assistance to Needy Families (TANF), Supplemental Nutrition Assistance Program (SNAP), fuel, emergency, TANF foster care, General Relief and Auxiliary Grants. Also, provides service programs including child and adult protective services and preventive services, foster care, adoptions, guardianship, court services, adult services, day care, intake services and employment services.

Children's Services Act

- To comply with the Children's Services Act by providing high quality, child centered, family focused, cost effective, community-based services to high-risk youth and their families.
- Provides benefit programs for eligible persons such as Medicaid, Temporary Assistance to Needy Families (TANF), Supplemental Nutrition Assistance Program (SNAP), Energy Assistance, Emergency Assistance, TANF Foster Care, General Relief and Auxiliary Grants. Also, provides service programs including child and adult protective services (CPS & APS) and Prevention services, Foster Care, Adoption Subsidies, Guardianship, Court Services, Adult Services, Child Day Care, Intake Services and employment services (VIEW – Virginia Initiative for Employment Not Welfare).

FUND BALANCE SUMMARY FISCAL YEARS 2019-2020	
Beginning Fund Balance 7/1/2018	<u>\$ 320,169</u>
Projected FY2019 Funding Sources:	
Revenue	\$ 272,500
State & Federal	4,363,317
Other financing sources	<u>2,422,125</u>
	7,057,942
Projected FY2019 Expenditures	<u>7,057,942</u>
Net Change	<u>-</u>
Projected Fund Balance 6/30/2019	\$ 320,169
Projected FY2020 Funding Sources:	
Revenue	\$ 310,000
State & Federal	4,400,023
Other financing sources	<u>2,431,876</u>
	7,141,899
Projected FY2020 Expenditures	<u>7,292,257</u>
Net Change	<u>(150,358)</u>
Projected Fund Balance 6/30/2020	\$ 169,811



**York County
Departmental Budget Documents**

Social Services Fund

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Personnel	4,645,023	4,872,162	4,872,162	5,233,508
Contractual Services	32,508	68,800	68,800	68,800
Internal Services	49,424	79,379	79,379	88,933
Other Charges	2,028,188	1,935,064	1,935,064	1,796,564
Materials & Supplies	70,751	68,000	68,000	72,000
Leases & Rentals	60,725	34,537	34,537	32,452
Total Budgetary Costs	<u>6,886,619</u>	<u>7,057,942</u>	<u>7,057,942</u>	<u>7,292,257</u>

Funding Sources	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
State Aid & Grants	1,589,369	1,887,577	1,887,577	1,789,216
Federal Aid & Grants	2,662,900	2,475,740	2,475,740	2,610,807
Transfer From Other Funds	2,154,220	2,397,125	2,397,125	2,431,876
Fund Balance	-	25,000	25,000	150,358
Charges for Services	952	-	-	-
Miscellaneous	1,526	-	-	-
Recovered Costs	298,923	272,500	272,500	310,000
Total Revenues	<u>6,707,890</u>	<u>7,057,942</u>	<u>7,057,942</u>	<u>7,292,257</u>

Staffing Summary	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Social Services - Administration	60.20	60.70	60.70	62.70
Social Services - Children's Services Act	1.00	1.00	1.00	1.00

Budgetary Cost by Activity	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Social Services - Administration	4,852,219	5,125,676	5,125,676	5,492,817
Social Services - Public Assistance	680,905	869,664	869,664	731,164
Social Services - Children's Services Act	1,353,495	1,062,602	1,062,602	1,068,276
Total Budgetary Cost by Activity	<u>6,886,619</u>	<u>7,057,942</u>	<u>7,057,942</u>	<u>7,292,257</u>

**York County
Departmental Budget Documents**

Social Services - Administration

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Personnel	4,536,646	4,764,560	4,764,560	5,120,232
Contractual Services	32,508	68,800	68,800	68,800
Internal Services	49,424	79,379	79,379	88,933
Other Charges	102,165	110,400	110,400	110,400
Materials & Supplies	70,751	68,000	68,000	72,000
Leases & Rentals	60,725	34,537	34,537	32,452
Total Budgetary Costs	<u>4,852,219</u>	<u>5,125,676</u>	<u>5,125,676</u>	<u>5,492,817</u>

Staffing Summary	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Full-Time Equivalents (FTE's)	60.20	60.70	60.70	62.70

Budgetary Cost by Activity	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Social Services - Administration	4,852,219	5,125,676	5,125,676	5,492,817
Total Budgetary Cost by Activity	<u>4,852,219</u>	<u>5,125,676</u>	<u>5,125,676</u>	<u>5,492,817</u>

Major Budget Variances

•Funding for personnel reflects a 2.5% market adjustment and a fiscal year flat rate adjustment of \$500 per eligible, full-time employee / \$250 per eligible, part-time employee, effective July 1. An increase in health insurance is also programmed.

•Personnel includes 2 additional full-time equivalent positions due to the Medicaid expansion.

•Internal Services:
Information Technology is based on the proportionate share of allocated IT related charges such as service contracts for computer data circuits and network maintenance and purchases of data processing equipment. The allocation is based on the department's number of desktops and/or mobile units. The increase is attributable to the increase in number and costs of maintenance service contracts on new technology.

•An increase in Vehicle Maintenance is due to an upward trend in expenditures for the fleet allocated within the division.

**York County
Departmental Budget Documents**

Social Services - Public Assistance

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Other Charges	680,905	869,664	869,664	731,164
Total Budgetary Costs	<u>680,905</u>	<u>869,664</u>	<u>869,664</u>	<u>731,164</u>

Budgetary Cost by Activity	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Social Services - Public Assistance	680,905	869,664	869,664	731,164
Total Budgetary Cost by Activity	<u>680,905</u>	<u>869,664</u>	<u>869,664</u>	<u>731,164</u>

Major Budget Variances

•The overall decreases in other charges is due to a downward trend in the Subsidy IV and Special Needs Adoptions.

**York County
Departmental Budget Documents**

Social Services - Children's Services Act

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Personnel	108,377	107,602	107,602	113,276
Other Charges	1,245,118	955,000	955,000	955,000
Total Budgetary Costs	<u>1,353,495</u>	<u>1,062,602</u>	<u>1,062,602</u>	<u>1,068,276</u>

Staffing Summary	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Full-Time Equivalents (FTE's)	1.00	1.00	1.00	1.00

Budgetary Cost by Activity	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Social Services - Children's Services Act	1,353,495	1,062,602	1,062,602	1,068,276
Total Budgetary Cost by Activity	<u>1,353,495</u>	<u>1,062,602</u>	<u>1,062,602</u>	<u>1,068,276</u>

Major Budget Variances

•There are no significant changes programmed for FY2020.

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GRANTS FUND 19



The County's Grants Fund is a special revenue fund that accounts for various grant-funded programs. These include non-recurring grants as well as grants that cross multiple years and non-permanent personnel grants.

Department Overview

Grants Fund

- The following grants are included in this fund: Virginia DARE Program, Four For Life and Fire Funds.

FUND BALANCE SUMMARY FISCAL YEARS 2019-2020			
Beginning Fund Balance 7/1/2018	\$	-	
Projected FY2019 Funding Sources:			
State & Federal	\$	365,000	
Other financing sources		11,000	
		376,000	
Projected FY2019 Expenditures			
Net Change		376,000	
		-	
Projected Fund Balance 6/30/2019			\$ -
Projected FY2020 Funding Sources:			
State & Federal	\$	365,000	
Other financing sources		-	
		365,000	
Projected FY2020 Expenditures			
Net Change		365,000	
		-	
Projected Fund Balance 6/30/2020			\$ -



**York County
Departmental Budget Documents**

Grant Fund

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Personnel	-	20,454	20,454	20,454
Other Charges	-	59,496	59,496	59,496
Materials & Supplies	-	11,500	11,500	500
Leases & Rentals	-	4,550	4,550	4,550
Grants & Donations	-	280,000	280,000	280,000
Total Budgetary Costs	-	376,000	376,000	365,000

Funding Sources	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
State Aid & Grants	-	365,000	365,000	365,000
Transfer From Other Funds	-	11,000	11,000	-
Total Revenues	-	376,000	376,000	365,000

Budgetary Cost by Activity	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
DARE Program	-	96,000	96,000	85,000
Four For Life	-	60,000	60,000	60,000
Fire Programs	-	220,000	220,000	220,000
Total Budgetary Cost by Activity	-	376,000	376,000	365,000

Major Budget Variances

•A decrease in Materials and Supplies is due to a reallocation of the County's D.A.R.E. portion back to the general fund.

**York County
Departmental Budget Documents**

DARE Program

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Personnel	-	20,454	20,454	20,454
Other Charges	-	59,496	59,496	59,496
Materials & Supplies	-	11,500	11,500	500
Leases & Rentals	-	4,550	4,550	4,550
Total Budgetary Costs	-	96,000	96,000	85,000

Budgetary Cost by Activity	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
DARE Program	-	96,000	96,000	85,000
Total Budgetary Cost by Activity	-	96,000	96,000	85,000

Major Budget Variances

•The reduction in materials and supplies is due to reallocating the County's local portion of the D.A.R.E program back to the General Fund.

**York County
Departmental Budget Documents**

Four For Life

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Grants & Donations	-	60,000	60,000	60,000
Total Budgetary Costs	<u>-</u>	<u>60,000</u>	<u>60,000</u>	<u>60,000</u>

Budgetary Cost by Activity	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Four For Life	-	60,000	60,000	60,000
Total Budgetary Cost by Activity	<u>-</u>	<u>60,000</u>	<u>60,000</u>	<u>60,000</u>

Major Budget Variances

•There are no significant changes programmed in FY2020.

**York County
Departmental Budget Documents**

Fire Programs

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Grants & Donations	-	220,000	220,000	220,000
Total Budgetary Costs	<u>-</u>	<u>220,000</u>	<u>220,000</u>	<u>220,000</u>

Budgetary Cost by Activity	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Fire Programs	-	220,000	220,000	220,000
Total Budgetary Cost by Activity	<u>-</u>	<u>220,000</u>	<u>220,000</u>	<u>220,000</u>

Major Budget Variances

•There are no significant changes programmed in FY2020.

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LAW LIBRARY FUND 47



This fund accounts for the revenues and expenditures relating to the County's law library. Individual division details follow this summary page.

FUND BALANCE SUMMARY FISCAL YEARS 2019-2020

Beginning Fund Balance 7/1/2018	<u>\$ 16,628</u>	
Projected FY2019 Funding Sources:		
Revenue	\$ 9,000	
Projected FY2019 Expenditures	<u>9,000</u>	
Net Change	<u>-</u>	
Projected Fund Balance 6/30/2019		<u>\$ 16,628</u>
Projected FY2020 Funding Sources:		
Revenue	\$ 9,600	
Projected FY2020 Expenditures	<u>7,500</u>	
Net Change	<u>2,100</u>	
Projected Fund Balance 6/30/2020		<u><u>\$ 18,728</u></u>



**York County
Departmental Budget Documents**

Law Library Fund

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Materials & Supplies	5,017	9,000	9,000	7,500
Total Budgetary Costs	<u>5,017</u>	<u>9,000</u>	<u>9,000</u>	<u>7,500</u>

Funding Sources	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Fund Balance	-	910	910	-
Fines & Forfeitures	8,136	8,000	8,000	9,500
Use of Money & Property	109	90	90	100
Total Revenues	<u>8,245</u>	<u>9,000</u>	<u>9,000</u>	<u>9,600</u>

Budgetary Cost by Activity	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Law Library-Operations	5,017	9,000	9,000	7,500
Total Budgetary Cost by Activity	<u>5,017</u>	<u>9,000</u>	<u>9,000</u>	<u>7,500</u>

Major Budget Variances

*A decrease is programmed in materials and supplies due to a rate reduction in book subscriptions.

CHILDREN & FAMILY SERVICES

FUND 51



This fund accounts for the Head Start and USDA (food service) programs. This is accomplished through the divisions below. Individual division details follow this summary page.

Department Overview

Fundraisers & Donations

- This activity accounts for donations and fundraisers. The funds are appropriated as received.
- USDA Food Service

Head Start

- Increase the local (non-County) level of contribution of in-kind or real dollars for the purposes of providing additional services, enhancing quality and replacing equipment.
- Continue to serve as a resource (training, information) on early childhood development and best practices for the child care community.
- Strengthen families and communities by assisting families with self-sufficiency skills and supporting the health and safety of their family.

FUND BALANCE SUMMARY FISCAL YEARS 2019-2020			
Beginning Fund Balance 7/1/2018	\$	416,654	
Projected FY2019 Funding Sources:			
Revenue	\$	22,850	
State & Federal		1,098,048	
Other financing sources		250,000	
		1,370,898	
Projected FY2019 Expenditures		1,422,986	
Net Change		(52,088)	
Projected Fund Balance 6/30/2019	\$	364,566	
Projected FY2020 Funding Sources:			
Revenue	\$	22,850	
State & Federal		1,124,582	
Other financing sources		300,000	
		1,447,432	
Projected FY2020 Expenditures		1,532,567	
Net Change		(85,135)	
Projected Fund Balance 6/30/2020	\$	279,431	



**York County
Departmental Budget Documents**

Children & Family Services Fund

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Personnel	1,125,062	1,138,153	1,138,153	1,230,754
Contractual Services	60,473	74,177	74,177	75,177
Internal Services	42,058	91,399	91,399	100,764
Other Charges	44,513	45,057	45,057	45,172
Materials & Supplies	107,978	74,200	74,200	80,700
Capital Outlays	11,938	-	-	-
Grants & Donations	2,050	-	-	-
Total Budgetary Costs	<u>1,394,072</u>	<u>1,422,986</u>	<u>1,422,986</u>	<u>1,532,567</u>

Funding Sources	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Federal Aid & Grants	1,122,235	1,098,048	1,098,048	1,124,582
Transfer From Other Funds	250,000	250,000	250,000	300,000
Fund Balance	-	52,088	52,088	85,135
Use of Money & Property	2,951	1,800	1,800	1,800
Charges for Services	4,000	18,650	18,650	18,650
Miscellaneous	4,609	2,400	2,400	2,400
Total Revenues	<u>1,383,795</u>	<u>1,422,986</u>	<u>1,422,986</u>	<u>1,532,567</u>

Staffing Summary	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Head Start	22.40	22.40	22.40	22.40
USDA Food Service	1.00	1.00	1.00	1.00

Budgetary Cost by Activity	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Fundraisers & Donations	7,335	-	-	-
Head Start	1,260,326	1,297,941	1,297,941	1,405,316
USDA Food Service	126,411	125,045	125,045	127,251
Total Budgetary Cost by Activity	<u>1,394,072</u>	<u>1,422,986</u>	<u>1,422,986</u>	<u>1,532,567</u>

**York County
Departmental Budget Documents**

Head Start

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Personnel	1,074,605	1,095,785	1,095,785	1,187,180
Contractual Services	15,635	30,000	30,000	30,000
Internal Services	42,058	91,399	91,399	100,764
Other Charges	44,513	45,057	45,057	45,172
Materials & Supplies	71,577	35,700	35,700	42,200
Capital Outlays	11,938	-	-	-
Total Budgetary Costs	<u>1,260,326</u>	<u>1,297,941</u>	<u>1,297,941</u>	<u>1,405,316</u>

Staffing Summary	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Full-Time Equivalents (FTE's)	22.40	22.40	22.40	22.40

Budgetary Cost by Activity	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Head Start	1,260,326	1,297,941	1,297,941	1,405,316
Total Budgetary Cost by Activity	<u>1,260,326</u>	<u>1,297,941</u>	<u>1,297,941</u>	<u>1,405,316</u>

Major Budget Variances

*Funding for personnel reflects a 2.5% market adjustment and a fiscal year flat rate adjustment of \$500 per eligible, full-time employee / \$250 per eligible, part-time employee, effective July 1. An increase in health insurance is also programmed.

**York County
Departmental Budget Documents**

USDA Food Service

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Personnel	45,172	42,368	42,368	43,574
Contractual Services	44,838	44,177	44,177	45,177
Materials & Supplies	36,401	38,500	38,500	38,500
Total Budgetary Costs	<u>126,411</u>	<u>125,045</u>	<u>125,045</u>	<u>127,251</u>

Staffing Summary	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Full-Time Equivalents (FTE's)	1.00	1.00	1.00	1.00

Budgetary Cost by Activity	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
USDA Food Service	126,411	125,045	125,045	127,251
Total Budgetary Cost by Activity	<u>126,411</u>	<u>125,045</u>	<u>125,045</u>	<u>127,251</u>

COMMUNITY DEVELOPMENT AUTHORITY REVENUE ACCOUNT

FUND 63



This fund accounts for the incremental tax revenues, collections of the special assessment levy and payments to the Marquis Community Development Authority's trustee. Individual division details follow this summary page.

Department Overview

Payments to Trustee and Transfers to Other Funds

The Marquis Community Development Authority (the "Authority") was created pursuant to the Virginia Water and Waste Authorities Act (the "Act"), beginning with 15.2-5100 *et. seq.* of the Code of Virginia, 1950, by an ordinance adopted by York County's Board of Supervisors on December 19, 2006 as a Community Development Authority to promote and further the purposes of the Act.

The Marquis Community Development Authority District (the "District") consists of a land area of approximately 222.85 acres in York County, Virginia just outside of the City of Williamsburg, Virginia. The Act provides that the Authority may issue bonds to finance infrastructure improvements located within or benefiting the District and the Board of Supervisors, at the request of the Authority, may levy and collect special assessments within the District and appropriate such sums to the Authority for use in paying the administrative expenses and debt service requirements in connection with any such bonds.

On November 28, 2007, the Authority issued \$32,860,000 Revenue Bonds, Series 2007. The principal and interest on the 2007 bonds are not deemed to constitute a pledge of the faith and credit of York County and therefore the faith and credit of York County have not been pledged to the payment of the principal or interest on the 2007 bonds. The issuance of the 2007 bonds does not directly, indirectly or contingently obligate York County to levy any taxes or to make any appropriation for their payment except from the revenues and receipts pledged therefore. Pursuant to the Act, York County is expressly precluded from paying the principal of or interest on the 2007 bonds except from the special assessments and the incremental tax revenues collected.

On March 1, 2012, the Bonds were restructured and reissued pursuant to a Restructuring Memorandum of Understanding, as amended by the First Amendment to Memorandum of Understanding, a Revised Rate and Method Apportionment, an Amended and Restate Continuing Disclosure Agreement, and a Second Supplemental Indenture of Trust among the bondholders, Marquis Williamsburg RE Holding LLC (as Property Owner), Authority, Trustee and County. Under the restructuring and reissuance terms, the original 2007 Bonds have been restructured and \$2,805,000 of the original Bonds have been redeemed.

The Authority will cause incremental tax revenues to be collected and deposited in accordance with the Indenture and a Memorandum of Understanding with York County. This fund provides for a separate account into which the County will deposit incremental taxes and special assessment revenues generated by the Marquis Lifestyle Center. The County will then disburse those funds to the Trustee on behalf of the Authority, to be used for debt service on the bonds and administrative expenses.

FUND BALANCE SUMMARY FISCAL YEARS 2019-2020	
Beginning Fund Balance 7/1/2018	\$ -
Projected FY2019 Funding Sources:	
Revenue	\$ 896,804
Projected FY2019 Expenditures	<u>896,804</u>
Net Change	<u>-</u>
Projected Fund Balance 6/30/2019	\$ -
Projected FY2020 Funding Sources:	
Revenue	\$ 875,247
Projected FY2020 Expenditures	<u>875,247</u>
Net Change	<u>-</u>
Projected Fund Balance 6/30/2020	\$ -



**York County
Departmental Budget Documents**

Community Development Authority Revenue Account Fund

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Transfers to Other Funds	157,000	161,400	161,400	166,192
Payments to Trustee	824,450	735,404	735,404	709,055
Total Budgetary Costs	<u>981,450</u>	<u>896,804</u>	<u>896,804</u>	<u>875,247</u>

Funding Sources	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
General Property Taxes	397,775	321,204	321,204	299,647
Other Local Taxes	582,994	575,600	575,600	575,600
Use of Money & Property	681	-	-	-
Total Revenues	<u>981,450</u>	<u>896,804</u>	<u>896,804</u>	<u>875,247</u>

Budgetary Cost by Activity	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Trustee Payments	824,450	735,404	735,404	709,055
Transfer to Other Funds	157,000	161,400	161,400	166,192
Total Budgetary Cost by Activity	<u>981,450</u>	<u>896,804</u>	<u>896,804</u>	<u>875,247</u>

COUNTY DEBT SERVICE FUND 80



This fund accounts for the issuance and repayment of debt for the County's public buildings, facilities and equipment.

Department Overview

County Debt Service Activities

- A borrowing is anticipated in the spring of 2020 for County capital projects.

FUND BALANCE SUMMARY FISCAL YEARS 2019-2020	
Beginning Fund Balance 7/1/2018	\$ 16,951
Projected FY2019 Funding Sources:	
Local	\$ -
State & Federal	-
Other financing sources	5,846,327
	5,846,327
Projected FY2019 Expenditures	5,846,327
Net Change	-
Projected Fund Balance 6/30/2019	\$ 16,951
Projected FY2020 Funding Sources:	
Local	\$ -
State and Federal	-
Other financing sources	3,540,080
	3,540,080
Projected FY2020 Expenditures	3,540,080
Net Change	-
Projected Fund Balance 6/30/2020	\$ 16,951

Debt Policy

Tax Supported Debt

Board Policy 14-26:

- Prohibits use of long-term debt or tax revenue anticipation notes (TRANS) to fund current operations
- Emphasizes **pay-as-you-go** capital funding
- Term of debt will not exceed useful life of assets financed
- Annual debt service expenditures for all General Fund supported debt should not exceed **10% of the total General Fund** expenditure budget
- Outstanding principal of General Fund supported debt will not exceed **3.0% of assessed valuation of taxable property**

Debt Policy

Emphasize "Pay-As-You-Go" Funding

6 Year Totals for FY20-FY25 (County Projects Only):

\$22,500,000	- General Fund Transfer to CIP - Includes \$18 million New Funding from Historic Triangle Sales Tax (\$3,000,000 per year)
\$10,500,000	- Year-end Carryovers
\$ 1,680,000	- Use of CIP Reserve over 6 Years
\$ 3,660,000	- Estimated Grant Funding
<u>\$38,340,000</u>	- Pay-As-You-Go Funding

**York County
Departmental Budget Documents**

County Debt Service Fund

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Transfers to Other Funds	-	1,450,000	1,450,000	-
Debt Service	13,286,850	4,396,327	4,396,327	3,540,080
Total Budgetary Costs	<u>13,286,850</u>	<u>5,846,327</u>	<u>5,846,327</u>	<u>3,540,080</u>

Funding Sources	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Non-Revenue Receipts	8,265,812	1,480,000	1,480,000	-
Transfer From Other Funds	4,053,058	3,381,340	3,381,340	3,540,080
Fund Balance	-	984,987	984,987	-
Use of Money & Property	605	-	-	-
Total Revenues	<u>12,319,475</u>	<u>5,846,327</u>	<u>5,846,327</u>	<u>3,540,080</u>

Budgetary Cost by Activity	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
2010 Capital Lease	475,890	475,890	475,890	475,890
2003 Lease Revenue Bond	1,293,700	1,297,700	1,297,700	1,294,550
2008 VRA Lease Revenue Bond	787,500	785,603	785,603	-
2016A VRA Lease Revenue Bond	493,969	494,968	494,968	1,212,309
2018 VRA Lease Revenue Bond	8,265,812	327,179	327,179	557,331
2016 Lease Purchase	1,969,979	984,987	984,987	-
Anticipated Borrowing Spring 2019	-	1,480,000	1,480,000	-
Total Budgetary Cost by Activity	<u>13,286,850</u>	<u>5,846,327</u>	<u>5,846,327</u>	<u>3,540,080</u>

SCHOOL DEBT SERVICE

FUND 81



This fund accounts for the issuance and repayment of debt for the construction and maintenance of educational facilities.

Department Overview

School Debt Service Activities

- A spring 2020 borrowing is planned.

FUND BALANCE SUMMARY FISCAL YEARS 2019-2020		
Beginning Fund Balance 7/1/2018	\$	10,208
Projected FY2019 Funding Sources:		
Local	\$	-
State & Federal		142,040
Other financing sources		<u>14,554,740</u>
		14,696,780
Projected FY2019 Expenditures		<u>14,696,780</u>
Net Change		-
Projected Fund Balance 6/30/2019	\$	<u>10,208</u>
Projected FY2020 Funding Sources:		
Local	\$	-
State and Federal		170,900
Other financing sources		<u>15,805,161</u>
		15,976,061
Projected FY2020 Expenditures		<u>15,976,061</u>
Net Change		-
Projected Fund Balance 6/30/2020	\$	<u>10,208</u>



Grafton School Complex HVAC replacement and partial renovation project for FY2020

**York County
Departmental Budget Documents**

School Debt Service Fund

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Transfers to Other Funds	8,302,295	8,000,000	8,000,000	8,725,300
Debt Service	7,205,724	6,696,780	6,696,780	7,250,761
Total Budgetary Costs	<u>15,508,019</u>	<u>14,696,780</u>	<u>14,696,780</u>	<u>15,976,061</u>

Funding Sources	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
State Aid & Grants	78,998	86,493	86,493	154,428
Federal Aid & Grants	55,547	55,547	55,547	59,472
Non-Revenue Receipts	8,317,681	8,000,000	8,000,000	8,725,300
Transfer From Other Funds	7,066,000	6,554,740	6,554,740	7,036,861
Total Revenues	<u>15,518,226</u>	<u>14,696,780</u>	<u>14,696,780</u>	<u>15,976,061</u>

Budgetary Cost by Activity	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
1997 VPSA School Borrowing	1,210,828	-	-	-
2002 VPSA School Borrowing	602,428	598,513	598,513	598,395
2003 VPSA School Borrowing	311,689	309,733	309,733	308,105
2005 VPSA School Borrowing	1,173,533	1,173,298	1,173,298	1,175,840
2010 VPSA School Borrowing	124,472	125,472	125,472	125,472
2012 VPSA School Borrowing	524,809	525,853	525,853	526,839
2015 VPSA School Borrowing	631,758	631,804	631,804	631,023
2014B VPSA Refunding	846,354	842,179	842,179	841,623
2015A VPSA Refunding	432,260	434,963	434,963	436,499
2016 VPSA School Borrowing	793,083	793,263	793,263	793,063
2017 VPSA School Borrowing	232,384	575,155	575,155	572,025
2018 VPSA School Borrowing	26,411	232,115	232,115	560,014
2016B VPSA Refunding	295,715	294,432	294,432	293,165
Issue Costs Anticipated Borrowing Spring 2019	-	160,000	160,000	-
Issue Costs Anticipated Borrowing Spring 2020	-	-	-	160,000
2019 VPSA School Borrowing	-	-	-	228,698
Transfer to Other Funds	8,302,295	8,000,000	8,000,000	8,725,300
Total Budgetary Cost by Activity	<u>15,508,019</u>	<u>14,696,780</u>	<u>14,696,780</u>	<u>15,976,061</u>

Stormwater Management

FUND 26



This fund accounts for the revenue and expenditures for stormwater projects.

Department Overview

Capital Projects

- Funding is provided for minor drainage projects, payment for services to Hampton Roads Planning District Commission, maintenance of the Lowe's and International Center stormwater ponds (supported by revenue from the property owners) and capital equipment. Planned projects include Victory Industrial Park/Rt.17 Culverts, Wormley Creek Headwaters, NNWW Best Pond, Poquoson Rivers Culverts and Siege Lane.

FUND BALANCE SUMMARY FISCAL YEARS 2019-2020		
Beginning Fund Balance 7/1/2018		\$ 3,291,150
Projected FY2019 Funding Sources:		
Revenue	\$ 41,500	
State & Federal	570,000	
Other financing sources	<u>1,022,500</u>	
	1,634,000	
Projected FY2019 Expenditures	<u>2,951,264</u>	
Net Change	<u>(1,317,264)</u>	
Projected Fund Balance 6/30/2019		\$ <u>1,973,886</u>
Projected FY2020 Funding Sources:		
Revenue	\$ 33,000	
State & Federal	250,000	
Other financing sources	<u>2,060,000</u>	
	2,343,000	
Projected FY2020 Expenditures	<u>2,361,264</u>	
Net Change	<u>(18,264)</u>	
Projected Fund Balance 6/30/2020		\$ <u>1,955,622</u>



Wormley Creek

Wormley Creek Headwaters Project

**York County
Departmental Budget Documents**

Stormwater Management Fund

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Contractual Services	17,487	20,264	20,264	20,264
Internal Services	10,043	-	-	-
Materials & Supplies	33,842	-	-	-
Capital Outlays	1,209,410	2,931,000	2,931,000	2,341,000
Total Budgetary Costs	<u>1,270,782</u>	<u>2,951,264</u>	<u>2,951,264</u>	<u>2,361,264</u>

Funding Sources	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
State Aid & Grants	160,846	570,000	570,000	250,000
Transfer From Other Funds	200,000	200,000	200,000	600,000
Fund Balance	-	-	-	18,264
Other Local Taxes	1,215,920	822,500	822,500	1,460,000
Use of Money & Property	24,159	13,500	13,500	5,000
Charges for Services	2,775	28,000	28,000	28,000
Miscellaneous	404	-	-	-
Total Revenues	<u>1,604,104</u>	<u>1,634,000</u>	<u>1,634,000</u>	<u>2,361,264</u>

Budgetary Cost by Activity	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Stormwater Management Fund-Capital Projects	1,270,782	2,951,264	2,951,264	2,361,264
Total Budgetary Cost by Activity	<u>1,270,782</u>	<u>2,951,264</u>	<u>2,951,264</u>	<u>2,361,264</u>

**York County
Departmental Budget Documents**

Stormwater Management Fund-Capital Projects

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Contractual Services	17,487	20,264	20,264	20,264
Internal Services	10,043	-	-	-
Materials & Supplies	33,842	-	-	-
Capital Outlays	1,209,410	2,931,000	2,931,000	2,341,000
Total Budgetary Costs	<u>1,270,782</u>	<u>2,951,264</u>	<u>2,951,264</u>	<u>2,361,264</u>

Budgetary Cost by Activity	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Stormwater Management Fund-Capital Projects	1,270,782	2,951,264	2,951,264	2,361,264
Total Budgetary Cost by Activity	<u>1,270,782</u>	<u>2,951,264</u>	<u>2,951,264</u>	<u>2,361,264</u>

YORKTOWN CAPITAL IMPROVEMENTS FUND 78



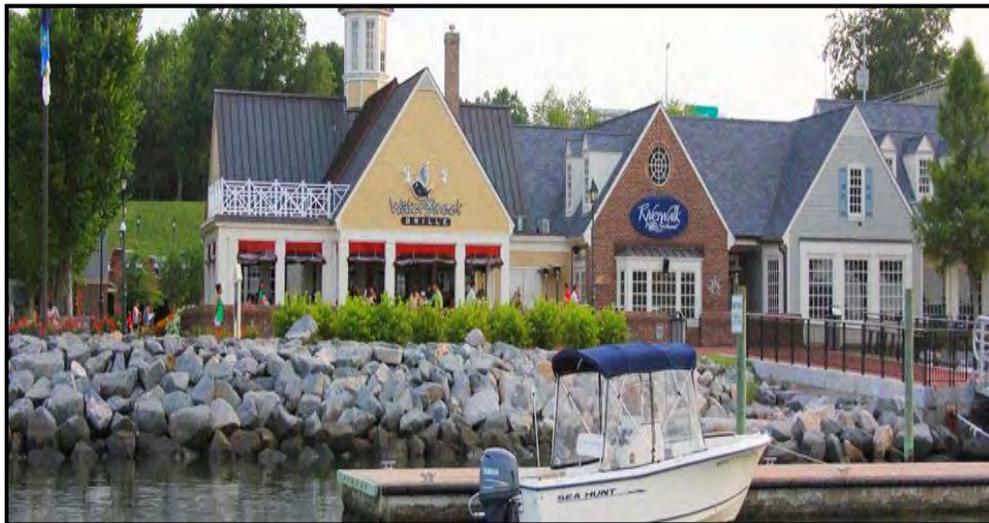
This fund accounts for the revenues and expenditures relating to the County's capital improvement program, specifically for the waterfront.

Department Overview

Capital Projects

- There are no new projects planned in FY2020.

FUND BALANCE SUMMARY FISCAL YEARS 2019-2020		
Beginning Fund Balance 7/1/2018	<u>\$(3,947,179)</u>	
Projected FY2019 Funding Sources:		
Other financing sources	\$ 550,000	
Projected FY2019 Expenditures	<u>-</u>	
Net Change	<u>550,000</u>	
Projected Fund Balance 6/30/2019		<u>\$(3,397,179)</u>
Projected FY2020 Funding Sources:		
Other financing sources	\$ 429,767	
Projected FY2020 Expenditures	<u>-</u>	
Net Change	<u>429,767</u>	
Projected Fund Balance 6/30/2020		<u>\$(2,967,412)</u>



**York County
Departmental Budget Documents**

Yorktown Capital Improvements Fund

Funding Sources	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Transfer From Other Funds	778,503	111,875	550,000	429,767
Use of Money & Property	11,043	-	-	-
Total Revenues	<u>789,546</u>	<u>111,875</u>	<u>550,000</u>	<u>429,767</u>

Major Budget Variances

•A transfer from the Tourism Fund for repayment toward an interfund loan is programmed for FY2020.

COUNTY CAPITAL

FUND 79



This fund accounts for the revenues and expenditures relating to the County's capital improvement program. This is accomplished through the divisions below. Individual division details follow this summary page. Water, sewer and stormwater projects are accounted for in those respective funds.

Department Overview

Capital Projects

- Funding is provided for the following: economic development (\$250,000), public safety equipment (\$2,050,000), lifecycle spend for the E911 Regional Radio Program (\$650,000), county fire alarm system (\$60,000), county security alarm system (\$60,000), Yorktown library expansion (\$5,317,822), Grafton Fire Station Replacement (\$17,822), Yorktown improvements (\$500,000), major grounds repair / maintenance (\$100,000), grounds maintenance machinery/equipment (\$90,000), tennis/basketball court repair (\$110,000), HVAC replacement (\$360,000), parking lot repair (\$130,000), building maintenance and repair (\$650,000), disability compliance (\$150,000), environmental enhancements (\$200,000), transportation improvements (\$1,000,000), Finance and Admin renovations (\$1,300,000), emergency response equipment (\$100,000), sheriff office building (\$1,500,000), video services equipment (\$60,000), and transfer to stormwater fund (\$400,000).

FUND BALANCE SUMMARY FISCAL YEARS 2019-2020

Beginning Fund Balance 7/1/2018	<u>\$ 16,852,763</u>
Projected FY2019 Funding Sources:	
Revenue	\$ 165,800
State & Federal	-
Other financing sources	<u>6,188,790</u>
	6,354,590
Projected FY2019 Expenditures	<u>7,085,960</u>
Net Change	<u>(731,370)</u>
Projected Fund Balance 6/30/2019	<u>\$ 16,121,393</u>
Projected FY2020 Funding Sources:	
Revenue	\$ 141,000
State & Federal	830,000
Other financing sources	<u>10,460,000</u>
	11,431,000
Projected FY2020 Expenditures	<u>15,185,644</u>
Net Change	<u>(3,754,644)</u>
Projected Fund Balance 6/30/2020	<u>\$ 12,366,749</u>



Yorktown Library Expansion

Public Safety Equipment



**York County
Departmental Budget Documents**

County Capital Fund

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Personnel	-	45,960	45,960	35,644
Materials & Supplies	5,945	-	-	-
Capital Outlays	4,814,533	6,790,000	6,790,000	14,370,000
Grants & Donations	20,400	250,000	250,000	250,000
Transfers to Other Funds	700,000	-	-	-
Debt Service	-	-	-	130,000
Transfer to Stormwater Fund	-	-	-	400,000
Total Budgetary Costs	5,540,878	7,085,960	7,085,960	15,185,644

Funding Sources	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
State Aid & Grants	32,089	-	-	830,000
Non-Revenue Receipts	-	-	-	7,430,000
Transfer From Other Funds	12,169,746	2,052,790	5,852,790	3,000,000
Fund Balance	-	-	-	3,754,644
Capital Lease	-	336,000	336,000	-
Use of Money & Property	137,978	96,000	96,000	96,000
Miscellaneous	1,961,069	-	-	30,000
Recovered Costs	60,305	69,800	69,800	45,000
Total Revenues	14,361,187	2,554,590	6,354,590	15,185,644

Staffing Summary	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Grafton Fire Station replacement	-	0.25	0.25	0.25
Yorktown Library Expansion	-	0.25	0.25	0.25

Budgetary Cost by Activity	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Environmental Enhancements	750	-	-	200,000
Economic Development	12,910	250,000	250,000	250,000
Transportation Improvements	95,900	-	-	1,000,000
VDOT projects	69,879	-	-	-
Misc capital projects	104,693	-	-	1,300,000
Grafton Fire Station replacement	478,318	22,980	22,980	17,822
Public Safety Equipment	1,247,367	1,840,000	1,840,000	2,050,000
Fire & Life Safety Emergency Response Equipment	-	-	-	100,000
P25 Lifecycle Spend (E911 Regional Radio Program)	-	500,000	500,000	650,000
County Fire & Security Alarm System	-	60,000	60,000	60,000
Sheriff Office firing range	93,331	-	-	-
Sheriff Capital Improvement Projects	236,824	-	-	1,500,000
Courthouse Security Equip. Replacement	160,859	-	-	-
Financial software upgrade	641,811	800,000	800,000	-
Real Estate Software Upgrade	10,282	-	-	-
Yorktown Library Expansion	54,221	322,980	322,980	5,317,822
Work Management Software	89,352	-	-	-
Video services equipment	21,114	-	-	60,000
NPS Beach Picnic Area Improvements	45,441	-	-	-

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WORKERS' COMPENSATION FUND 6



This fund accounts for the revenues and expenditures relating to the workers' compensation policy of the County. Division details follow this summary page.

FUND BALANCE SUMMARY FISCAL YEARS 2019-2020

Beginning Fund Balance 7/1/2018	\$ 1,491,649	
Projected FY2019 Funding Sources:		
Revenue	\$ -	
Other financing sources	-	
	-	
Projected FY2019 Expenditures	322,699	
Net Change	(322,699)	
Projected Fund Balance 6/30/2019		\$ 1,168,950
Projected FY2020 Funding Sources:		
Revenue	\$ -	
Other financing sources	-	
	-	
Projected FY2020 Expenditures	327,097	
Net Change	(327,097)	
Projected Fund Balance 6/30/2020		\$ 841,853



**York County
Departmental Budget Documents**

Workers' Compensation Fund

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Personnel	-	66,899	66,899	71,297
Contractual Services	77,663	79,000	79,000	79,000
Other Charges	311,705	176,800	176,800	176,800
Total Budgetary Costs	<u>389,368</u>	<u>322,699</u>	<u>322,699</u>	<u>327,097</u>

Funding Sources	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Transfer From Other Funds	55,800	-	-	-
Fund Balance	-	322,699	322,699	327,097
Use of Money & Property	12,509	-	-	-
Total Revenues	<u>68,309</u>	<u>322,699</u>	<u>322,699</u>	<u>327,097</u>

Staffing Summary	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Administration Costs	-	1.00	1.00	1.00

Budgetary Cost by Activity	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Administration Costs	77,663	145,899	145,899	150,297
Claims	311,705	176,800	176,800	176,800
Total Budgetary Cost by Activity	<u>389,368</u>	<u>322,699</u>	<u>322,699</u>	<u>327,097</u>

**York County
Departmental Budget Documents**

Administration Costs

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Personnel	-	66,899	66,899	71,297
Contractual Services	77,663	79,000	79,000	79,000
Total Budgetary Costs	<u>77,663</u>	<u>145,899</u>	<u>145,899</u>	<u>150,297</u>

Staffing Summary	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Full-Time Equivalents (FTE's)	-	1.00	1.00	1.00

Budgetary Cost by Activity	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Administration Costs	77,663	145,899	145,899	150,297
Total Budgetary Cost by Activity	<u>77,663</u>	<u>145,899</u>	<u>145,899</u>	<u>150,297</u>

Major Budget Variances

•Funding for personnel reflects a 2.5% market adjustment and a fiscal year flat rate adjustment of \$500 per eligible, full-time employee / \$250 per eligible, part-time employee, effective July 1. An increase in health insurance is also programmed.

**York County
Departmental Budget Documents**

Claims

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Other Charges	311,705	176,800	176,800	176,800
Total Budgetary Costs	<u>311,705</u>	<u>176,800</u>	<u>176,800</u>	<u>176,800</u>

Budgetary Cost by Activity	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Claims	311,705	176,800	176,800	176,800
Total Budgetary Cost by Activity	<u>311,705</u>	<u>176,800</u>	<u>176,800</u>	<u>176,800</u>

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REVENUE STABILIZATION RESERVE FUND 9



This fund accounts for local funds equal to the excess of Federal Impact Aid receipts returned by the School Division at the close of any fiscal year. When applicable, expenditures reflect funds transferred to the School Division for school capital projects, which are typically repaid with future receipts.

FUND BALANCE SUMMARY FISCAL YEARS 2019-2020

Beginning Fund Balance 7/1/2018	\$ 9,450,713	
Projected FY2019 Funding Sources:		
Revenue	\$ -	
Other financing sources	-	
	<u>-</u>	
Projected FY2019 Expenditures	<u>1,300,000</u>	
Net Change	<u>(1,300,000)</u>	
Projected Fund Balance 6/30/2019		\$ 8,150,713
Projected FY2020 Funding Sources:		
Revenue	\$ -	
Other financing sources	-	
	<u>-</u>	
Projected FY2020 Expenditures	<u>780,000</u>	
Net Change	<u>(780,000)</u>	
Projected Fund Balance 6/30/2020		\$ 7,370,713



**York County
Departmental Budget Documents**

Revenue Stabilization Fund

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Transfers to Other Funds	-	1,000,000	1,000,000	580,000
Transfers - School Operations	600,000	300,000	300,000	200,000
Total Budgetary Costs	<u>600,000</u>	<u>1,300,000</u>	<u>1,300,000</u>	<u>780,000</u>

Funding Sources	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Transfer From Other Funds	985,609	-	-	-
Fund Balance	-	1,300,000	1,300,000	780,000
Use of Money & Property	68,849	-	-	-
Total Revenues	<u>1,054,458</u>	<u>1,300,000</u>	<u>1,300,000</u>	<u>780,000</u>

Budgetary Cost by Activity	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Transfers Out	600,000	1,300,000	1,300,000	780,000
Total Budgetary Cost by Activity	<u>600,000</u>	<u>1,300,000</u>	<u>1,300,000</u>	<u>780,000</u>

**York County
Departmental Budget Documents**

Transfers Out

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Transfers to Other Funds	-	1,000,000	1,000,000	580,000
Transfers - School Operations	600,000	300,000	300,000	200,000
Total Budgetary Costs	<u>600,000</u>	<u>1,300,000</u>	<u>1,300,000</u>	<u>780,000</u>

Budgetary Cost by Activity	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Transfers Out	600,000	1,300,000	1,300,000	780,000
Total Budgetary Cost by Activity	<u>600,000</u>	<u>1,300,000</u>	<u>1,300,000</u>	<u>780,000</u>

Major Budget Variances

*Funding is provided for a one-time transfer to the School Operating Fund and Capital Fund.

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VEHICLE MAINTENANCE FUND 12

This fund accounts for the revenue and expenses of vehicle maintenance. Division details follow this summary page.



Department Overview

Vehicle & Equipment Maintenance

- Provides funding for towing services to be used for accidents and disabled vehicles.
- Used in the upkeep of cars, light trucks, generator and other miscellaneous equipment.
- Used in the upkeep of construction equipment such as loaders, bulldozers and backhoes.
- Support fees for fleet information management systems.
- Repair of fuel sites outside of maintenance contract.

FUND BALANCE SUMMARY FISCAL YEARS 2019-2020			
Beginning Fund Balance 7/1/2018		\$ 2,031,968	
Projected FY2019 Funding Sources:			
Revenue	\$ 4,452,400		
Other financing sources	105,000		
	4,557,400		
Projected FY2019 Expenditures	4,557,400		
Net Change	-		
Projected Fund Balance 6/30/2019			\$ 2,031,968
Projected FY2020 Funding Sources:			
Revenue	\$ 4,368,750		
Other financing sources	105,000		
	4,473,750		
Projected FY2020 Expenditures	5,160,875		
Net Change	(687,125)		
Projected Fund Balance 6/30/2020			\$ 1,344,843



**York County
Departmental Budget Documents**

Vehicle Maintenance Fund

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Personnel	860,265	1,084,753	1,084,753	1,064,323
Contractual Services	356,258	390,510	390,510	410,750
Internal Services	34,777	53,137	53,137	78,931
Other Charges	167,116	168,375	168,375	183,971
Materials & Supplies	1,782,278	2,206,625	2,206,625	2,023,900
Capital Outlays	588,530	549,000	549,000	1,294,000
Insurance Recovery	47,425	105,000	105,000	105,000
Total Budgetary Costs	<u>3,836,649</u>	<u>4,557,400</u>	<u>4,557,400</u>	<u>5,160,875</u>

Funding Sources	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Non-Revenue Receipts	64,275	105,000	105,000	105,000
Transfer From Other Funds	23,586	-	-	-
Fund Balance	-	-	-	687,125
Fines & Forfeitures	41	-	-	-
Use of Money & Property	60,037	61,500	61,500	61,500
Charges for Services	3,898,385	4,390,900	4,390,900	4,307,250
Total Revenues	<u>4,046,324</u>	<u>4,557,400</u>	<u>4,557,400</u>	<u>5,160,875</u>

Staffing Summary	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Fleet Support Services	11.37	12.05	12.05	12.05

Budgetary Cost by Activity	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Fleet Support Services	3,836,649	4,557,400	4,557,400	5,160,875
Total Budgetary Cost by Activity	<u>3,836,649</u>	<u>4,557,400</u>	<u>4,557,400</u>	<u>5,160,875</u>

**York County
Departmental Budget Documents**

Fleet Support Services

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Personnel	860,265	1,084,753	1,084,753	1,064,323
Contractual Services	356,258	390,510	390,510	410,750
Internal Services	34,777	53,137	53,137	78,931
Other Charges	167,116	168,375	168,375	183,971
Materials & Supplies	1,782,278	2,206,625	2,206,625	2,023,900
Capital Outlays	588,530	549,000	549,000	1,294,000
Insurance Recovery	47,425	105,000	105,000	105,000
Total Budgetary Costs	<u>3,836,649</u>	<u>4,557,400</u>	<u>4,557,400</u>	<u>5,160,875</u>

Staffing Summary	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Full-Time Equivalents (FTE's)	11.37	12.05	12.05	12.05

Budgetary Cost by Activity	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Fleet Support Services	3,836,649	4,557,400	4,557,400	5,160,875
Total Budgetary Cost by Activity	<u>3,836,649</u>	<u>4,557,400</u>	<u>4,557,400</u>	<u>5,160,875</u>

Major Budget Variances

•Funding for personnel reflects a 2.5% market adjustment and a fiscal year flat rate adjustment of \$500 per eligible, full-time employee / \$250 per eligible, part-time employee, effective July 1. An increase in health insurance is also programmed.

•Internal Services:
Information Technology is based on the proportionate share of allocated IT related charges such as service contracts for computer data circuits and network maintenance and purchases of data processing equipment. The allocation is based on the department's number of desktops and/or mobile units. The increase is attributable to the increase in number and costs of maintenance service contracts on new technology.

•Vehicle Maintenance increased due to an upward trend in vehicle maintenance expenditures for the division.

•Contractual Services reflects increases in repair/maintenance due to aging fire apparatus.

•Materials and Supplies decreased due to the City of Poquoson no longer participating in the gas program.

•Capital funding is programmed for fuel site and equipment upgrades.

INFORMATION TECHNOLOGY

FUND 15



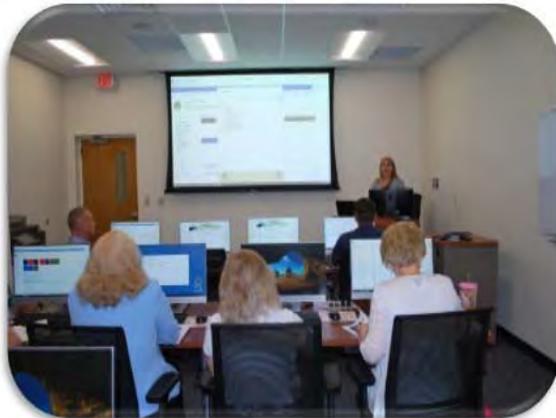
This fund was established in fiscal year 2019 and accounts for the revenue and expenses of information technology. Division details follow this summary page.

Department Overview

Information Technology

- Information Technology Fund accounts for the costs of providing the following services: computer hardware and software, computer technical support, software support, internet and telecommunications services to county departments.

FUND BALANCE SUMMARY FISCAL YEARS 2019-2020			
Beginning Fund Balance 7/1/2018	\$	-	
Projected FY2019 Funding Sources:			
Revenue	\$	-	
Other financing sources		1,554,476	
		1,554,476	
Projected FY2019 Expenditures		1,554,476	
Net Change		-	
Projected Fund Balance 6/30/2019	\$	-	
Projected FY2020 Funding Sources:			
Revenue	\$	-	
Other financing sources		1,452,541	
		1,452,541	
Projected FY2020 Expenditures		1,452,541	
Net Change		-	
Projected Fund Balance 6/30/2020	\$	-	



Information Technology began a multi-year implementation of the a new Financial Management System in March 2017 with a project completion of 2021. The project will be completed in several phases. The financial phase went live on July 1, 2018 with the Payroll and the Human Resources phase kicked off in October 2018 with an implementation date of January 1, 2020. With the County’s emphasis on technological enhancements the need for a dedicated employee training facility became critical for the implementation of the new system, as well as, on-going employee training.”

**York County
Departmental Budget Documents**

Information Technology Fund

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Contractual Services	-	468,632	468,632	581,007
Other Charges	-	283,744	283,744	325,984
Materials & Supplies	-	23,000	23,000	23,500
Capital Outlays	-	779,100	779,100	522,050
Total Budgetary Costs	-	<u>1,554,476</u>	<u>1,554,476</u>	<u>1,452,541</u>

Funding Sources	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Transfer From Other Funds	-	1,224,286	1,224,286	1,452,541
Total Revenues	-	<u>1,224,286</u>	<u>1,224,286</u>	<u>1,452,541</u>

Budgetary Cost by Activity	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Information Technology	-	1,554,476	1,554,476	1,452,541
Total Budgetary Cost by Activity	-	<u>1,554,476</u>	<u>1,554,476</u>	<u>1,452,541</u>

Major Budget Variances

•Capital funding is programmed for computer network maintenance, communications equipment, data processing equipment, and network security.

•In FY2019, the budget included the upgrade of Microsoft Office for all computers and replacement of the Fire Department's portable computers in their fire and medic units.

HEALTH & DENTAL INSURANCE FUND 17



This fund accounts for the revenues and expenditures of the County's health and dental programs. Division details follow this summary page.

Department Overview

Administration Costs & Claims

- This fund was established in fiscal year 2015 to account for both the employee and employer shares of health and dental claims. In previous years, only the employer share of the insurance premiums was reflected in the budget. This change in accounting centralizes the health and dental plan activity into one fund.

FUND BALANCE SUMMARY FISCAL YEARS 2019-2020	
Beginning Fund Balance 7/1/2018	<u>\$ 4,958,092</u>
Projected FY2019 Funding Sources:	
Revenue	\$ 27,500
Other financing sources	<u>13,086,400</u>
	13,113,900
Projected FY2019 Expenditures	<u>13,113,900</u>
Net Change	<u>-</u>
Projected Fund Balance 6/30/2019	<u>\$ 4,958,092</u>
Projected FY2020 Funding Sources:	
Revenue	\$ 27,500
Other financing sources	<u>12,450,183</u>
	12,477,683
Projected FY2020 Expenditures	<u>12,831,960</u>
Net Change	<u>(354,277)</u>
Projected Fund Balance 6/30/2020	<u>\$ 4,603,815</u>



**York County
Departmental Budget Documents**

Health & Dental Insurance Fund

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Personnel	9,090,128	12,167,700	12,367,700	12,167,700
Contractual Services	179,454	466,800	466,800	114,000
Other Charges	333,069	279,400	279,400	550,260
Total Budgetary Costs	<u>9,602,651</u>	<u>12,913,900</u>	<u>13,113,900</u>	<u>12,831,960</u>

Funding Sources	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Transfer From Other Funds	600,000	-	-	-
Use of Money & Property	43,285	27,500	27,500	27,500
Charges for Services	12,772,178	12,886,400	13,086,400	12,450,183
Total Revenues	<u>13,415,463</u>	<u>12,913,900</u>	<u>13,113,900</u>	<u>12,477,683</u>

Budgetary Cost by Activity	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Administration Costs	550,086	791,200	791,200	709,260
Claims / Incurred But Not Reported (IBNR)	9,052,565	12,122,700	12,322,700	12,122,700
Total Budgetary Cost by Activity	<u>9,602,651</u>	<u>12,913,900</u>	<u>13,113,900</u>	<u>12,831,960</u>

Major Budget Variances

•The County's health plan has decreased due to a new provider for health insurance which resulted in lower rates. Also included is a slight decrease in costs for employees.

**York County
Departmental Budget Documents**

Administration Costs

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Personnel	37,563	45,000	45,000	45,000
Contractual Services	179,454	466,800	466,800	114,000
Other Charges	333,069	279,400	279,400	550,260
Total Budgetary Costs	<u>550,086</u>	<u>791,200</u>	<u>791,200</u>	<u>709,260</u>

Budgetary Cost by Activity	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Administration Costs	550,086	791,200	791,200	709,260
Total Budgetary Cost by Activity	<u>550,086</u>	<u>791,200</u>	<u>791,200</u>	<u>709,260</u>

**York County
Departmental Budget Documents**

Claims / Incurred But Not Reported (IBNR)

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Personnel	9,052,565	12,122,700	12,322,700	12,122,700
Total Budgetary Costs	<u>9,052,565</u>	<u>12,122,700</u>	<u>12,322,700</u>	<u>12,122,700</u>

Budgetary Cost by Activity	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Claims / Incurred But Not Reported (IBNR)	9,052,565	12,122,700	12,322,700	12,122,700
Total Budgetary Cost by Activity	<u>9,052,565</u>	<u>12,122,700</u>	<u>12,322,700</u>	<u>12,122,700</u>

SOLID WASTE MANAGEMENT FUND 21



This fund accounts for the revenues and expenses relating to the County's waste management programs. This is accomplished through the divisions below. Individual division details follow this summary page.



Department Overview

Waste Management

- **Bulk Collections**
 - Subscribers to York County's garbage collection service are eligible for up to four bulk collections per year at no additional charge.
 - Up to three items such as furniture or appliances are allowed per scheduled collection.
 - Non-subscribers and/or subscribers who use all four collections within the year may schedule additional bulk collections.
- **Curbside Garbage Collections**
 - Available to single family homes, eligible trailer homes, town-homes and/or small businesses.
 - Program subscribers may bring household waste and/or construction debris to the Waste Management Center's Transfer Station and citizen drop-off center free of charge.
- **Leaf Collection**
 - Residents who live on publicly maintained streets can place an unlimited number of clear bags of leaves out for collection every other week.
 - Leaves are delivered to the VPPSA Compost Facility where they are debagged to be incorporated into mulch.
 - Residents who live in private communities or on privately maintained streets or roads may also bring leaves out to the closest public roadway for collection.
- **Curbside Recycling**
 - Curbside recycling service is available to all single-family homes, most trailer homes, and some multi-family/duplex communities.
 - The Basic Service option of York County's curbside solid waste collections program provides one 96-gallon cart for weekly garbage collection and one 96, 65, or 35-gallon cart for every other week collection of recyclable materials.
- **Curbside Yard Debris Collections**
 - Year Round, York County residents have the opportunity to schedule a special yard debris collection for items such as limbs, branches, and clear bags of natural yard waste.
 - Loose yard debris, grass, leaves and straw must be placed in clear bags.
 - Acceptable material size for curbside pickup is 8" diameter and 10' feet in length.
- **Household Chemical and Computer Recycling Collections**
 - Coordinated through VPPSA, these events are held bimonthly from March - November on the 2nd Saturday of the month from 8:00 a.m.
- **Emergency Debris Cleanups**
 - In the event of severe weather or other events, the Waste Management Division is responsible for cleanup of debris.
- **The York County Beautification Committee**
 - Staff from the Waste Management Division serves as the County liaison to the Beautification Committee, who's mission is to provide beautification in the County through environmental education, with an emphasis on litter control and cleanup events.

Landfill Closure/Post-Maintenance

- Annual Ground Water Monitoring – provided by VPPSA through contract with Joyce Engineering, Inc. & Gas well Monitoring cost and driven by DEQ regulatory requirements.

Transfer Station Operations

- The County leases the transfer station and scales to Republic Services.



FUND BALANCE SUMMARY FISCAL YEARS 2019-2020	
Beginning Fund Balance 7/1/2018	<u>\$ 1,191,280</u>
Projected FY2019 Funding Sources:	
Revenue	\$ 4,432,900
State & Federal	<u>11,845</u>
	4,444,745
Projected FY2019 Expenditures	<u>4,749,553</u>
Net Change	<u>(304,808)</u>
Projected Fund Balance 6/30/2019	\$ 886,472
Projected FY2020 Funding Sources:	
Revenue	\$ 5,810,000
State & Federal	<u>12,000</u>
	5,822,000
Projected FY2020 Expenditures	<u>5,729,571</u>
Net Change	<u>92,429</u>
Projected Fund Balance 6/30/2020	\$ 978,901

**York County
Departmental Budget Documents**

Solid Waste Management Fund

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Personnel	860,858	981,157	981,157	1,035,279
Contractual Services	37,603	61,771	61,771	45,271
Internal Services	82,281	64,936	64,936	109,612
Other Charges	3,173,750	3,468,477	3,468,477	4,501,759
Materials & Supplies	6,073	7,265	7,265	7,650
Capital Outlays	243,866	165,947	165,947	30,000
Total Budgetary Costs	<u>4,404,431</u>	<u>4,749,553</u>	<u>4,749,553</u>	<u>5,729,571</u>

Funding Sources	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
State Aid & Grants	11,845	11,845	11,845	12,000
Fund Balance	-	304,808	304,808	-
Use of Money & Property	153,012	150,000	150,000	150,000
Charges for Services	4,295,291	4,274,900	4,274,900	5,652,000
Miscellaneous	7,462	8,000	8,000	8,000
Total Revenues	<u>4,467,610</u>	<u>4,749,553</u>	<u>4,749,553</u>	<u>5,822,000</u>

Staffing Summary	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Waste Management	12.13	12.70	12.70	12.70

Budgetary Cost by Activity	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Waste Management	4,379,775	4,719,188	4,719,188	5,686,071
Solid Waste Collection & Disposal	1	-	-	-
Landfill Closure/Post Maintenance	24,655	30,365	30,365	43,500
Total Budgetary Cost by Activity	<u>4,404,431</u>	<u>4,749,553</u>	<u>4,749,553</u>	<u>5,729,571</u>

Major Budget Variances

•Funding for personnel reflects a 2.5% market adjustment and a fiscal year flat rate adjustment of \$500 per eligible, full-time employee / \$250 per eligible, part-time employee, effective July 1. An increase in health insurance is also programmed.

•Internal Services:
Information Technology is based on the proportionate share of allocated IT related charges such as service contracts for computer data circuits and network maintenance and purchases of data processing equipment. The allocation is based on the department's number of desktops and/or mobile units. The increase is attributable to the increase in number and costs of maintenance service contracts on new technology.

•Vehicle Maintenance increased due to an upward trend in vehicle maintenance expenditures for the division.

•Other Charges increased due to the increase in the cost of the recycling contract.

•Capital Outlays decreased in FY2020 due to purchase of knuckle boom truck in previous year that is not needed the current fiscal year.

•Funding Sources under Charges for Services is due to a rate increase in solid waste collection fees, effective within the billing to be received July 2019.

WATER UTILITY FUND 24



This fund accounts for the revenues and expenses relating to the County's water distribution system that provides quality drinking water. This is accomplished through the divisions below. Individual division details follow this summary page.

Department Overview

Utility Operations

- The turn over to the City of Newport News-Newport News Waterworks for operation and maintenance has been completed.
- To effectively manage projects so that the projects are completed on time and within budget.
- Review the design of proposed extensions for the constructability and cost.

Utility Construction

- To effectively manage projects so that the projects are completed on time and within budget.
- Review the design of proposed extensions for the constructability and cost.

FUND BALANCE SUMMARY FISCAL YEARS 2019-2020	
Beginning Fund Balance 7/1/2018	\$ 234,189
Projected FY2019 Funding Sources:	
Revenue	\$ 348,500
Other financing sources	-
	348,500
Projected FY2019 Expenditures	344,057
Net Change	4,443
Projected Fund Balance 6/30/2019	\$ 238,632
Projected FY2020 Funding Sources:	
Revenue	\$ 340,000
Other financing sources	-
	340,000
Projected FY2020 Expenditures	544,257
Net Change	(204,257)
Projected Fund Balance 6/30/2020	\$ 34,375



**York County
Departmental Budget Documents**

Water Utility Fund

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Contractual Services	11,111	10,096	10,096	11,685
Other Charges	341,931	333,461	333,461	332,072
Materials & Supplies	-	500	500	500
Capital Outlays	1,392,663	-	-	200,000
Total Budgetary Costs	<u>1,745,705</u>	<u>344,057</u>	<u>344,057</u>	<u>544,257</u>

Funding Sources	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Transfer From Other Funds	600,000	-	-	-
Fund Balance	-	-	-	204,257
Other Local Taxes	498,438	-	-	-
Permits, Fees, Regulatory Licenses	1,825	-	-	-
Use of Money & Property	6,504	10,500	10,500	5,000
Charges for Services	271,185	338,000	338,000	335,000
Miscellaneous	150	-	-	-
Total Revenues	<u>1,378,102</u>	<u>348,500</u>	<u>348,500</u>	<u>544,257</u>

Budgetary Cost by Activity	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Water Utility Operations	353,042	344,057	344,057	344,257
Utility Construction	1,392,663	-	-	200,000
Total Budgetary Cost by Activity	<u>1,745,705</u>	<u>344,057</u>	<u>344,057</u>	<u>544,257</u>

Major Budget Variances

*Funding is provided for the Patrick's Creek water project.

SEWER UTILITY FUND 25



This fund accounts for the revenues and expenses relating to the County's sanitary sewer collection system. This is accomplished through the divisions below. Individual division details follow this summary page.

Department Overview

Development / Project Inspections

- Develop a cost accounting system for operations to better define the operational cost of each station, gravity systems vs. vacuum systems and the underground maintenance section.
- Keep up with the regulatory environment and the Hampton Roads Regional Order by Consent with the Department of Environmental Quality addressing Sanitary Sewer Overflows, Capacity Management, Operations and Maintenance.
- To effectively manage projects so that the projects are completed on time and within budget.
- Review the design of proposed extensions for the constructability and cost.

Infrastructure

- The Infrastructure Services Division is responsible for the system administration of the enterprise asset management software.
- The system is used in the functional areas of building permits and inspections, plan review, and customer service.

Utility Operations

- The Utility Division is responsible for the design, inspections, operations and maintenance of its sanitary sewer system assets that encompass approximately 106 square miles of services area with approximately 24,000 customer accounts.

Engineering

- The primary responsibility of the Engineering Division is the efficient and cost effective design and construction of County Capital Improvement projects.
- These projects are varied in both size and scope and include: stormwater improvements; sanitary sewer extensions and rehabilitations; county buildings; park facilities; sidewalks; piers; public water extensions and improvements; and a host of other projects.

Debt Service

- Funding is programmed for the payment of principal, interest and fees on outstanding debt.

Utility Construction

- Develop an inventory and cost of the materials routinely used in operations and utilizes the Hansen Work Management Software to track and report.
- Continue to actively participate with the Hampton Roads Planning District Commission (HRPDC) and attend technical programs and seminars offered.
- Develop a Sanitary Sewer Model for our infrastructure to help define capacity issues and support HRSD's Regional Model required by the US Environmental Protection Agency.
- Continue to provide water and sewer systems that maintain a safe and healthy community.

FUND BALANCE SUMMARY FISCAL YEARS 2019-2020			
Beginning Fund Balance 7/1/2018	<u>\$6,125,512</u>		
Projected FY2019 Funding Sources:			
Revenue	\$ 11,041,870		
State & Federal	279,300		
Other financing sources	<u>3,967,500</u>		
		15,288,670	
Projected FY2019 Expenditures		<u>14,521,578</u>	
Net Change		<u>767,092</u>	
Projected Fund Balance 6/30/2019			\$ 6,892,604
Projected FY2020 Funding Sources:			
Revenue		\$ 11,001,500	
State & Federal		279,300	
Other financing sources		<u>1,860,000</u>	
		13,140,800	
Projected FY2020 Expenditures		<u>13,604,029</u>	
Net Change		<u>(463,229)</u>	
Projected Fund Balance 6/30/2020			\$ 6,429,375

**York County
Departmental Budget Documents**

Sewer Utility Fund

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Personnel	3,998,569	4,602,928	4,602,928	4,856,436
Contractual Services	384,991	477,870	477,870	476,860
Internal Services	291,680	378,057	378,057	475,691
Other Charges	551,592	531,240	531,240	564,824
Materials & Supplies	301,444	400,025	400,025	441,575
Leases & Rentals	40	2,000	2,000	2,000
Capital Outlays	9,856,617	6,412,097	6,412,097	5,069,000
Transfers to Other Funds	10	10	10	10
Debt Service	1,183,005	1,717,351	1,717,351	1,717,633
Total Budgetary Costs	<u>16,567,948</u>	<u>14,521,578</u>	<u>14,521,578</u>	<u>13,604,029</u>

Funding Sources	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Federal Aid & Grants	279,662	279,300	279,300	279,300
Non-Revenue Receipts	-	1,500,000	1,500,000	-
Fund Balance	-	-	-	463,229
Capital Contributions	1,719,060	-	-	-
Other Local Taxes	1,538,439	2,467,500	2,467,500	1,860,000
Use of Money & Property	94,127	50,000	50,000	35,000
Charges for Services	11,194,581	10,989,370	10,989,370	10,964,000
Miscellaneous	113,052	2,500	2,500	2,500
Total Revenues	<u>14,938,921</u>	<u>15,288,670</u>	<u>15,288,670</u>	<u>13,604,029</u>

Staffing Summary	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Utility Development / Project Inspections	5.00	5.00	5.00	5.00
Utility Infrastructure	8.00	8.00	8.00	8.00
Utility Operations	42.50	42.90	42.90	43.90
Utility Engineering	8.00	8.00	8.00	6.00

Budgetary Cost by Activity	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Utility Development / Project Inspections	485,084	498,689	498,689	570,371
Utility Infrastructure	698,519	759,803	759,803	826,735
Utility Operations	7,015,452	4,247,775	4,247,775	4,628,390
Utility Engineering	857,718	929,863	929,863	835,900
Debt Service	1,183,005	1,717,351	1,717,351	1,717,633
Utility Construction	6,328,170	6,368,097	6,368,097	5,025,000
Total Budgetary Cost by Activity	<u>16,567,948</u>	<u>14,521,578</u>	<u>14,521,578</u>	<u>13,604,029</u>

**York County
Departmental Budget Documents**

Utility Development / Project Inspections

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Personnel	435,121	443,717	443,717	483,509
Contractual Services	6,891	8,326	8,326	10,550
Internal Services	10,718	19,870	19,870	47,902
Other Charges	28,219	23,426	23,426	25,010
Materials & Supplies	2,542	3,350	3,350	3,400
Capital Outlays	1,593	-	-	-
Total Budgetary Costs	<u>485,084</u>	<u>498,689</u>	<u>498,689</u>	<u>570,371</u>

Staffing Summary	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Full-Time Equivalents (FTE's)	5.00	5.00	5.00	5.00

Budgetary Cost by Activity	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Utility Development / Project Inspections	485,084	498,689	498,689	570,371
Total Budgetary Cost by Activity	<u>485,084</u>	<u>498,689</u>	<u>498,689</u>	<u>570,371</u>

Major Budget Variances

•Funding for personnel reflects a 2.5% market adjustment and a fiscal year flat rate adjustment of \$500 per eligible, full-time employee / \$250 per eligible, part-time employee, effective July 1. An increase in health insurance is also programmed.

•Internal Services:

Information Technology is based on the proportionate share of allocated IT related charges such as service contracts for computer data circuits and network maintenance and purchases of data processing equipment. The allocation is based on the department's number of desktops and/or mobile units. The increase is attributable to the increase in number and costs of maintenance service contracts on new technology.

Vehicle maintenance expenditures increased due to a increase in the number of vehicles within in this division.

**York County
Departmental Budget Documents**

Utility Infrastructure

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Personnel	627,294	638,432	638,432	675,026
Contractual Services	32,197	60,054	60,054	60,226
Internal Services	3,383	10,621	10,621	39,287
Other Charges	24,179	27,596	27,596	27,596
Materials & Supplies	4,831	3,100	3,100	4,600
Capital Outlays	6,635	20,000	20,000	20,000
Total Budgetary Costs	<u>698,519</u>	<u>759,803</u>	<u>759,803</u>	<u>826,735</u>

Staffing Summary	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Full-Time Equivalents (FTE's)	8.00	8.00	8.00	8.00

Budgetary Cost by Activity	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Utility Infrastructure	698,519	759,803	759,803	826,735
Total Budgetary Cost by Activity	<u>698,519</u>	<u>759,803</u>	<u>759,803</u>	<u>826,735</u>

Major Budget Variances

•Funding for personnel reflects a 2.5% market adjustment and a fiscal year flat rate adjustment of \$500 per eligible, full-time employee / \$250 per eligible, part-time employee, effective July 1. An increase in health insurance is also programmed.

•Internal Services:

Information Technology is based on the proportionate share of allocated IT related charges such as service contracts for computer data circuits and network maintenance and purchases of data processing equipment. The allocation is based on the department's number of desktops and/or mobile units. The increase is attributable to the increase in number and costs of maintenance service contracts on new technology.

An increase in vehicle maintenance is attributable to the reallocation of vehicles in the Sewer Fund.

**York County
Departmental Budget Documents**

Utility Operations

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Personnel	2,210,358	2,746,771	2,746,771	3,005,568
Contractual Services	287,469	358,634	358,634	355,276
Internal Services	239,078	275,428	275,428	329,604
Other Charges	465,849	452,382	452,382	483,382
Materials & Supplies	292,549	390,550	390,550	430,550
Leases & Rentals	40	2,000	2,000	2,000
Capital Outlays	3,520,099	22,000	22,000	22,000
Transfers to Other Funds	10	10	10	10
Total Budgetary Costs	<u>7,015,452</u>	<u>4,247,775</u>	<u>4,247,775</u>	<u>4,628,390</u>

Staffing Summary	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Full-Time Equivalents (FTE's)	42.50	42.90	42.90	43.90

Budgetary Cost by Activity	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Utility Operations	7,015,452	4,247,775	4,247,775	4,628,390
Total Budgetary Cost by Activity	<u>7,015,452</u>	<u>4,247,775</u>	<u>4,247,775</u>	<u>4,628,390</u>

Major Budget Variances

•Funding for personnel reflects a 2.5% market adjustment and a fiscal year flat rate adjustment of \$500 per eligible, full-time employee / \$250 per eligible, part-time employee, effective July 1. An increase in health insurance is also programmed.

•Internal Services:
Information Technology is based on the proportionate share of allocated IT related charges such as service contracts for computer data circuits and network maintenance and purchases of data processing equipment. The allocation is based on the department's number of desktops and/or mobile units. The increase is attributable to the increase in number and costs of maintenance service contracts on new technology.

An increase in vehicle maintenance is due to an increase in fleet and a reallocation within the divisions in the Sewer Fund.

•Other charges increased primarily due to an increase in electrical services

•Increased funding is provided for Materials & Supplies based on usage.

•Capital funding is provided for replacement items such as pumps, programmable logic controllers, remote transmission units, variable frequency drives , etc.

**York County
Departmental Budget Documents**

Utility Engineering

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Personnel	725,796	774,008	774,008	692,333
Contractual Services	58,434	50,856	50,856	50,808
Internal Services	38,501	72,138	72,138	58,898
Other Charges	33,345	27,836	27,836	28,836
Materials & Supplies	1,522	3,025	3,025	3,025
Capital Outlays	120	2,000	2,000	2,000
Total Budgetary Costs	<u>857,718</u>	<u>929,863</u>	<u>929,863</u>	<u>835,900</u>

Staffing Summary	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Full-Time Equivalents (FTE's)	8.00	8.00	8.00	6.00

Budgetary Cost by Activity	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Utility Engineering	857,718	929,863	929,863	835,900
Total Budgetary Cost by Activity	<u>857,718</u>	<u>929,863</u>	<u>929,863</u>	<u>835,900</u>

Major Budget Variances

•Funding for personnel reflects a 2.5% market adjustment and a fiscal year flat rate adjustment of \$500 per eligible, full-time employee / \$250 per eligible, part-time employee, effective July 1. An increase in health insurance is also programmed.

•Internal Services:

Information Technology is based on the proportionate share of allocated IT related charges such as service contracts for computer data circuits and network maintenance and purchases of data processing equipment. The allocation is based on the department's number of desktops and/or mobile units. The increase is attributable to the increase in number and costs of maintenance service contracts on new technology.

A decrease in vehicle maintenance is programmed due to a reallocation of vehicles within the Sewer Fund.

**York County
Departmental Budget Documents**

Debt Service

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Debt Service	1,183,005	1,717,351	1,717,351	1,717,633
Total Budgetary Costs	<u>1,183,005</u>	<u>1,717,351</u>	<u>1,717,351</u>	<u>1,717,633</u>

Budgetary Cost by Activity	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Debt Service	1,183,005	1,717,351	1,717,351	1,717,633
Total Budgetary Cost by Activity	<u>1,183,005</u>	<u>1,717,351</u>	<u>1,717,351</u>	<u>1,717,633</u>

Major Budget Variances

•There are no significant changes programmed for FY2020.

**York County
Departmental Budget Documents**

Utility Construction

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Capital Outlays	6,328,170	6,368,097	6,368,097	5,025,000
Total Budgetary Costs	<u>6,328,170</u>	<u>6,368,097</u>	<u>6,368,097</u>	<u>5,025,000</u>

Budgetary Cost by Activity	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Utility Construction	6,328,170	6,368,097	6,368,097	5,025,000
Total Budgetary Cost by Activity	<u>6,328,170</u>	<u>6,368,097</u>	<u>6,368,097</u>	<u>5,025,000</u>

Major Budget Variances

*Capital funding is programmed for the continuation of sewer line rehabilitation, pump station rehabilitation, By-Pass pump, backhoe, easement machine and portable CCTV unit replacement. Funding is also provided for the INFOR IPS-Phase II Electronic Plan Review and emergency generator replacement. As well as the By-Pass Road and Wormley Creek Force Main sewer projects.

YORKTOWN OPERATIONS FUND

FUND 28



This fund accounts for the dockmaster operations for the waterfront piers and the net rent payments from the Economic Development Authority for the tenant operations at Riverwalk Landing. This is accomplished through the divisions below. Individual division details follow this summary page.

Department Overview

Docking Operations

- Effectively communicate with resident and non-resident boat owners and commercial cruise lines and passengers about the docking facilities available to them at Yorktown's Riverwalk Landing Piers.
- Attract and educate residents, out-of-town visitors and tourists about the many opportunities for recreation, leisure, shopping, dining, special events and learning about our nation's history that are uniquely "Yorktown."
- Strive to maintain Yorktown's ambience and cleanliness, and serve to supplement other local marinas and docking facilities.
- Closely monitor the use of the piers in order to evaluate their effectiveness and/or make improvements.
- Direct planning efforts so that current levels of service at the piers can be maintained in the future as the County's population and its visitation continue to increase.

Riverwalk Landing Retail Merchants Association

- Funding is provided for the dues payment to the Riverwalk Landing Retail Merchants Association.

FUND BALANCE SUMMARY FISCAL YEARS 2019-2020			
Beginning Fund Balance 7/1/2018	\$	457,615	
Projected FY2019 Funding Sources:			
Revenue	\$	161,201	
Projected FY2019 Expenditures		161,201	
Net Change		-	
Projected Fund Balance 6/30/2019			\$ 457,615
Projected FY2020 Funding Sources:			
Revenue	\$	171,201	
Projected FY2020 Expenditures		199,351	
Net Change		(28,150)	
Projected Fund Balance 6/30/2020			\$ 429,465



Riverwalk Landing Piers

**York County
Departmental Budget Documents**

Yorktown Operations Fund

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Personnel	37,617	48,868	48,868	86,918
Contractual Services	9,463	13,200	13,200	11,800
Other Charges	30,519	95,483	95,483	95,483
Materials & Supplies	4,786	3,650	3,650	5,150
Insurance Recovery	3,486	-	-	-
Total Budgetary Costs	<u>85,871</u>	<u>161,201</u>	<u>161,201</u>	<u>199,351</u>

Funding Sources	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Non-Revenue Receipts	3,748	-	-	-
Fund Balance	-	-	-	28,150
Use of Money & Property	120,504	111,001	111,001	121,001
Charges for Services	63,859	50,000	50,000	50,000
Miscellaneous	256	200	200	200
Recovered Costs	1,500	-	-	-
Total Revenues	<u>189,867</u>	<u>161,201</u>	<u>161,201</u>	<u>199,351</u>

Staffing Summary	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Docking Operations	-	-	-	0.50

Budgetary Cost by Activity	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Docking Operations	65,871	141,201	141,201	179,351
Riverwalk Landing Retail Merchant Association	20,000	20,000	20,000	20,000
Total Budgetary Cost by Activity	<u>85,871</u>	<u>161,201</u>	<u>161,201</u>	<u>199,351</u>

Major Budget Variances

•Funding for personnel reflects a 2.5% market adjustment and a fiscal year flat rate adjustment of \$500 per eligible, full-time employee / \$250 per eligible, part-time employee, effective July 1. An increase in health insurance is also programmed.

•Funding is provided for a Dockmaster position that has been reallocated from the General Fund (0.50 FTE).

REGIONAL RADIO PROJECT

FUND 30



The Counties of York, James City and Gloucester have partnered together and entered into a Memorandum of Understanding for the operation, oversight and management of a joint public safety/public service radio communication system. This fund accounts for the revenues and expenses relating to the regional radio programs. This is accomplished through the divisions below.

Department Overview

Regional Radio Operations

- Implement an 800 MHz simulcast trunk system, based on Project 25 interoperability standards that will offer both analog and digital service coverage.
- Provide sufficient radio coverage and improve in-building communications.
- Provide more channel capacity and spectrum.
- Provide day-to-day interoperability.
- Combined common infrastructure will provide back-up 9-1-1 systems.
- Expand to a regional system allowing other tenants to utilize the system.
- Utilize the system in accordance with the rules and regulations of the FCC and the Commonwealth of Virginia.
- Operate the system in a professional manner and improve mutual aid for regional agencies.
- Maintain all sites and towers within the communication system including generators and fuel, grounds maintenance, tower lights,

Rebanding

- Complete the federally mandated project of reconfiguration for the 800 MHz regional radio system to improve public safety communications and to minimize increasing levels of interference caused by having both commercial wireless cellular systems and critical public safety communications systems operating in the same band.
- All subscriber units and their respective infrastructures will be returned in the region's 800 MHz radio system.
- As part of the 800 MHz reconfiguration effort, licenses will be required to relocate.

FUND BALANCE SUMMARY FISCAL YEARS 2019-2020	
Beginning Fund Balance 7/1/2018	\$ 811,522
Projected FY2019 Funding Sources:	
Revenue	\$ 2,993,256
Other financing sources	1,080,296
	4,073,552
Projected FY2019 Expenditures	4,073,552
Net Change	-
Projected Fund Balance 6/30/2019	\$ 811,522
Projected FY2020 Funding Sources:	
Revenue	\$ 2,998,112
Other financing sources	1,091,099
	4,089,211
Projected FY2020 Expenditures	4,144,607
Net Change	(55,396)
Projected Fund Balance 6/30/2020	\$ 756,126



Regional Radio System Upgrade - The upgrade to the system will ensure continued communication between 4,000 radios utilized by public officials and public servants like firefighters, EMS, police, correction officers and bus drivers. The upgrades will make the radio system faster with updated features that are more compatible with technology. The update will include updates to software in 14 radio towers, 30 consoles in the 911 dispatch center and 150 base stations used for broadcasting.

**York County
Departmental Budget Documents**

Regional Radio Project Fund

Budgetary Costs	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Personnel	-	80,514	80,514	104,659
Contractual Services	2,682,251	2,728,421	2,728,421	2,824,905
Internal Services	27,113	32,870	32,870	32,870
Other Charges	3,498	6,500	6,500	9,500
Materials & Supplies	-	17,500	17,500	23,000
Leases & Rentals	-	25,000	25,000	-
Capital Outlays	123,255	43,073	43,073	10,000
Debt Service	1,139,667	1,139,674	1,139,674	1,139,673
Total Budgetary Costs	<u>3,975,784</u>	<u>4,073,552</u>	<u>4,073,552</u>	<u>4,144,607</u>

Funding Sources	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Transfer From Other Funds	1,059,114	1,080,296	1,080,296	1,091,099
Fund Balance	-	-	-	55,396
Use of Money & Property	159,222	183,780	183,780	181,236
Miscellaneous	1,579,426	1,622,082	1,622,082	1,647,806
Recovered Costs	1,192,394	1,187,394	1,187,394	1,169,070
Total Revenues	<u>3,990,156</u>	<u>4,073,552</u>	<u>4,073,552</u>	<u>4,144,607</u>

Staffing Summary	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Regional Radio Operations	-	0.50	0.50	0.75

Budgetary Cost by Activity	FY 2018 Actual	FY 2019 Original	FY 2019 Amended	FY 2020 Adopted
Regional Radio Operations	3,975,784	4,073,552	4,073,552	4,144,607
Total Budgetary Cost by Activity	<u>3,975,784</u>	<u>4,073,552</u>	<u>4,073,552</u>	<u>4,144,607</u>

Major Budget Variances

•Funding for personnel reflects a 2.5% market adjustment and a fiscal year flat rate adjustment of \$500 per eligible, full-time employee / \$250 per eligible, part-time employee, effective July 1. An increase in health insurance is also programmed.

•Funding is provided for a reallocation of 0.50 of a full-time Management Analyst position from the Emergency Communications Division.

•Funding reflects increases in contractual services for the vegetation treatment, pest/vermin control and general upkeep of buildings and grounds.

Glossary

Accrual Basis of Accounting	Method of accounting that recognizes the financial effect of transactions, events, and interfund activities when they occur, regardless of the timing of related cash flows.
Adoption of Budget	Formal action by the Board of Supervisors which sets the spending priorities and limits for the fiscal year.
Appropriation	A legal authorization made by the Board of Supervisors to permit the County to incur obligations and to make expenditures of resources for specific purposes; approved on an annual basis.
Appropriation Resolution	The official enactment by the Board of Supervisors to establish legal authority for County officials to obligate and expend resources.
Assessed Valuation	A valuation set upon real estate or other property by the Real Estate Assessor and the Commissioner of the Revenue as a basis for levying taxes.
Balanced Budget	Revenues and other funding sources equal expenditures.
Balance Sheet	A financial statement disclosing the assets, liabilities, reserves, and balances of a specific governmental fund as of a specific date.
Bond	A written promise to pay a sum of money on a specific date at a specified interest rate. The most common types of bonds are general obligation and revenue bonds. Bonds are primarily used to finance capital projects.
Budget	A financial plan for a specified period of time (fiscal year), matching all planned revenues and expenditures/expenses with various municipal services.
Budget Adjustment	A legal procedure utilized by the County staff and the Board of Supervisors to revise a budget appropriation.
Budget Document	The instrument used by the budget-making authority to present a comprehensive financial program to the Board of Supervisors.
Budget Message	The opening section of the budget, which provides the Board of Supervisors and the public with a general summary of the most important aspects of the budget, changes from the current and previous fiscal years, and the views and recommendations of the County Administrator.
Budget Process	A series of steps involved in the planning, preparation, implementation, and monitoring of the County Budget.
Budgetary Control	The control or management of a governmental unit or enterprise in accordance with an approved budget for the purpose of keeping expenditures/expenses within the limitations of available appropriations and available revenues.
Capital Assets	Assets of long-term character which are intended to continue to be held or used, such as land, buildings, infrastructure, vehicles, machinery, furniture, and other equipment.
Capital Expenditure	Item that has a useful life of more than 1 year and exceeds \$30,000.
Capital Improvement	Expenditures related to the acquisition, expansion, or rehabilitation of an infrastructure or facility.
Capital Improvements Program	A plan for capital expenditures to provide long-lasting physical improvements to be incurred over a fixed period of several future years.
Capital Lease	A lease is considered a capital lease if it meets one of the following criteria: (1) the lease transfers ownership of the property to the lessee by the end of the lease term; (2) the lease contains an option to purchase the leased property at a bargain price; (3) the lease term is equal to or greater than 75 percent of the estimated economic life of the leased property; or (4) the present value of rental or other minimum lease payments equals or exceeds 90 percent of the fair value of the leased property less any investment tax credit retained by the lessor.
Capital Outlay	The purchase of assets, both replacement and/or additional, that are greater than or equal to \$1,000.
Capital Projects Funds	Accounts for financial resources to be used for the acquisition or construction of major capital projects other than those financed by enterprise funds.
Cash Accounting	A basis of accounting that recognizes transactions or events when related cash amounts are received or disbursed.
Cash Management	The management of cash necessary to pay for government services while investing temporary cash excesses in order to earn interest revenue. Cash management refers to the activities of forecasting the inflows and outflows of cash, mobilizing cash to improve its availability for investment, establishing and maintaining banking relationships, and investing funds in order to achieve the highest interest and return available for temporary cash balances.
Charge-outs	Certain activities charge for the services they provide. The charge-outs for those services are included in this category.
Compensated Absences	For financial reporting purposes, vacation and sick leave that is attributable to services already rendered and is not contingent on a specific event that is outside the control of the employer and employee.
Comprehensive Annual Financial Report	The County's financial statements which complies with the accounting requirements established by the Governmental Accounting Standards Board (GASB).

Glossary

Contingency Account	A budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted for.
Contractual Services	Services acquired from outside sources. Purchase of the service is on a fee basis or a fixed time contract basis.
Contributions	Includes payments to agencies or organizations for the benefit of the community.
Current Taxes	Taxes that are levied and due within one year.
Debt Service	The County's obligation to pay the principal and interest of all bonds and other debt instruments according to a pre-determined payment schedule.
Debt Service Fund	Fund accounts for the accumulation of resources for, and the payment of, general long-term debt principal and interest.
Debt Service Requirements	The amount of revenue that must be provided for a Debt Service Fund so that all principal and interest payments can be made in full and on schedule.
Delinquent Taxes	Unpaid taxes that remain on and after the date on which a penalty for non-payment is attached.
Department	A major functional component of the County, which indicates overall management responsibility for an operation or a group of related operations.
Depreciation	The process of estimating and recording the lost usefulness, expired useful life or diminution of service of a capital asset that cannot or will not be restored by repair and will be replaced. The cost of the capital asset's lost usefulness is the depreciation or the cost to reserve in order to replace the item at the end of its useful life.
Disbursement	Payment for goods or services in cash or by check.
Division	A specific function within a department, usually with its own activity number. For example, Grounds Maintenance is a division of the Department of General Services.
Economic Development Authority	This group has the authority to promote industry and develop trade by inducing manufacturing, industrial and commercial enterprises to locate or remain in the County.
Encumbrance	The legal commitment of appropriated funds to purchase an item or service. To encumber funds means to set aside or commit funds for future expenditures.
Enterprise Funds	A proprietary accounting fund type in which the services provided are financed and operated similarly to those of a private business. The rate schedules for these services are established to ensure that revenues are adequate to meet all necessary expenses.
Estimated Revenue	The amount of projected revenue to be collected during the fiscal year.
Expenditure	This term refers to the outflow of funds paid or to be paid for an asset obtained or goods or services obtained regardless of when the expense is actually paid. Note: an encumbrance is not an expenditure. An encumbrance reserves funds to be expended.
Expenses	Charges incurred (whether paid immediately or unpaid) for operation, maintenance, interest and other charges.
Financial Audit	Provides an auditor's opinion that financial statements present fairly an entity's financial position and results of operations in conformity with accounting principles generally accepted in the United States of America.
Fiscal Year	The time period designated by the County signifying the beginning and ending period for recording financial transactions. The County of York has specified July 1 st to June 30 th as its fiscal year.
Fringe Benefits	Employee compensation that is in addition to wages or salaries. Examples: retirement, health insurance, and life insurance.
Full Faith and Credit	A pledge of the general taxing power of a government to repay debt obligations (typically used in reference to bonds).
Function	A group of related programs crossing organizational (department) boundaries and aimed at accomplishing a broad goal or accomplishing a major service.
Fund	An accounting entity that has a set of self-balancing accounts and that records all financial transactions for specific activities or government functions. Commonly used funds in public accounting are: general fund, special revenue funds, debt service funds, capital project funds, enterprise funds, trust and agency funds, internal service funds, and special assessment funds.
Fund Balance	Fund balance reflects the accumulation of excess revenues over expenditures.
General Fund	The County's operating fund; this fund accounts for most of the financial resources of the government, including property taxes, licenses and permits, local taxes, service charges, and other types of revenue. This fund includes most of the basic operating services, such as general administration, judicial services, public safety, environmental and development services, finance and planning, education and educational services, human services, general services, and community services.
General Ledger	A file that contains a listing of the various accounts necessary to reflect the financial position of the government.

Glossary

General Obligation Bonds (GOB)	Bonds that finance a variety of public projects such as buildings and improvements. The repayment of these bonds is usually made from the General Fund to the Debt Service Funds; the bonds are backed by the full faith and credit of the issuing government.
Government Accounting Standards Board (GASB)	The ultimate authoritative accounting and financial reporting standard-setting body for state and local government. The GASB was established in June 1984 to replace the National Council on Governmental Accounting (NCGA).
Government Finance Officers Association (GFOA)	An association of public finance professionals founded in 1906 as the Municipal Finance Officers Association. The GFOA has played a major role in the development and promotion of generally accepted accounting principles for state and local government since its inception.
Governmental Funds	Funds generally used to account for tax-supported activities. The County has four governmental funds: the general fund, special revenue funds, debt service funds, and capital projects funds.
Grant	A contribution by a government or other organization to support a particular function. Grants may be classified as either categorical or block, depending upon the amount of discretion allowed the grantee.
Grants & Donations	Includes both Federal and State grants to be used for a specific purpose, and donations made for County programs.
Infrastructure	Long-lived capital assets that normally are stationary in nature and can be preserved for a number of years. Examples for the County include curbing, asphalt, brick and concrete paving, piers, boat ramps, breakwaters, and sewer systems.
Interfund Transfers	Amounts transferred from one fund to another.
Intergovernmental Revenue	Revenue received from another government for a specific purpose.
Internal Services	Charges from an Internal Service Activity to other activities of the local government for the use of intragovernmental services. Internal Services are defined as vehicle and imaging maintenance and central store.
Internal Service Funds	Funds used to account for the financing of goods or services provided by one department to another department on a cost reimbursement basis.
Inventory	A detailed listing of property currently held by the government.
Invoice	A bill requesting payment of goods or services by a vendor or other governmental unit.
Lease Revenue Bonds	Bonds issued to finance the acquisition, construction, improvement, furnishing and/or equipping of capital projects with a financing lease agreement entered into at the same time of the bond issuance. For example, the revenue bonds will be limited obligations of the Economic Development Authority (EDA) with principal and interest payments made by the County pursuant to a financing lease between the County and the EDA.
Leases and Rentals	Includes leases and rentals of buildings and equipment.
Levy	To impose taxes, special assessments, or service charges for the support of County activities.
Literary Loans	Loans from the State Literary Loan Fund for the construction and improvement of various schools.
Long Term Debt	Debt with maturity of more than one year after the date of issuance.
Materials & Supplies	Includes articles and commodities that are consumed or materially altered when used, and minor equipment that is not capitalized. Examples include: office supplies, food and food service supplies, medical and laboratory supplies, books and subscriptions, linen supplies, fuel, lubricants, police supplies, guns and ammunition, etc.
Modified Accrual Accounting	A basis of accounting in which expenditures are accrued but revenues are accounted for on a cash basis. This accounting technique is a combination of cash and accrual accounting since expenditures are immediately incurred as a liability while revenues are not recorded until they are actually received or are "measurable" and "available for expenditure."
Note Payable	An unconditional written promise signed by the maker to pay a certain sum of money on demand or at a fixed or determinable time either to the bearer or to the order of a person designated therein.
Object Code	A unique code designed for referencing budget classification information. It identifies the lowest cost or expenditure classification. The code insures that expenditures are posted into the appropriate fund, character, function, program, department, division, section, and cost account.
Operating Budget	The portion of the budget that pertains to daily operations that provides basic governmental services. The operating budget contains appropriations for such expenditures as personnel, supplies, utilities, materials, travel, and fuel.
Other Charges	Includes payments for heat, electricity, water, solid waste, and sewer services; payments for postal, messenger and telecommunications; payments for professional development; and payments for miscellaneous items such as dues and memberships.
Per Capita	Measurement per unit of population by or for each person.
Performance Measures	All compensation for the direct labor of persons employed with the County. Salaries and wages paid to employees for full- and part-time work, to include overtime and similar compensation. Fringe benefits include the employer's portion of FICA, retirement, health and life insurance.

Glossary

Personnel Services	Funds that account for operations similar to those in the private sector and focus on the determination of operating income, changes in net position, financial position and cash flows. The County has both types of proprietary funds: enterprise funds and internal service funds.
Proprietary Funds	Property taxes are levied on both real and personal property according to the property's valuation and the tax rate.
Property Tax	A detailed summary of increases and decreases in expenditures from one budget year to another.
Requisition	A written request from one department to another for specific goods or services. In the case of a purchase requisition, this precedes the authorization of a purchase order.
Reserve	An account used to indicate that a portion of a fund's balance is legally restricted for a specific purpose and is, therefore, not available for general appropriation.
Resources	Total amounts available for appropriation.
Revenue	Funds that the government receives as income. It includes such items as tax payments, fees from specific services, receipts from other governments, fines, forfeitures, grants, shared revenues, and interest income.
Revenue and Expenditure Detail	Represents the smallest level or breakdown in budgeting for revenue and expenditures.
Revenue Bonds	Bonds usually sold for constructing a project that will produce revenue for the government. The revenue is used to pay the principal and interest of the bond.
Revenue Estimate	A formal estimate of how much revenue will be earned from a specific revenue source for some future period; typically, a future fiscal year.
Risk Management	An organized attempt to protect a government's assets against accidental loss in the most economical method.
Senate Bill 942 (SB942)	Senate Bill 942 created a Sales and Use Tax in the Historic Triangle where fifty percent (50%) of the revenues will be distributed to the localities where the revenues were collected from with no restrictions on its use. The other fifty percent (50%) will be used to market, promote and advertise the Historic Triangle as an overnight Tourism destination and will be deposited into a fund to be administered by the Tourism Council of the Greater Williamsburg Chamber and Tourism Alliance.
Source of Revenue	Revenues are classified according to the source or point of origin.
Special Revenue Funds	Accounts for the proceeds of specific revenue sources that are legally restricted for specified purposes other than for major capital projects.
Tax Rate	The amount of tax levied for each \$100 of assessed value.
Transfers From Other Funds	Budget line item used to reflect transfers of financial resources into one fund from another fund.
Transfers To Other Funds	Budget line item used to reflect transfers of financial resources out of one fund to another fund.
Unappropriated Fund Balance	The excess of a fund's assets and estimated revenue for a period over its liabilities, reserves, and available appropriations for the period.
Unencumbered Balance	The amount of an appropriation that is neither expended nor encumbered. It is essentially the amount of money still available for future purchases.
Unrestricted Net Assets	That portion of net assets that is neither restricted nor invested in capital assets (net of related debt).
Virginia Retirement System (VRS)	An agent multiple-employer public retirement system that acts as a common investment and administrative agent for the political subdivisions in the Commonwealth of Virginia.

Acronyms

TERM	STANDS FOR
ACH	Automated Clearing House
AD	Administrative Directive
ADC	Adult Day Care
AED	Automatic External Defibrillators
APS	Adult Protective Services
ARRA	American Recovery and Reinvestment Act
AS400	Application System; an accounting software program
Assoc	Association
BAI.NET	Bright Associates Inc.; a software system to enable citizens to make payments online
BJA	Bureau of Justice Assistance
BMP	Best Management Practice
BOS	Board of Supervisors
BPOL	Business, Professional and Occupational License tax
BZA	Board of Zoning Appeals
CAD	Computer Aided Dispatch
CAFR	Comprehensive Annual Financial Report
CAP	Cost Allocation Plan
CARE	Child Seat Awareness Restraint & Education Program
CBH	Colonial Behavioral Health
CBLAB	Chesapeake Bay Local Assistance Board
CBPA	Chesapeake Bay Preservation Act
CDBG	Community Development Block Grant
CDA	Community Development Authority
CDR	Child Development Resources
CERT	Community Emergency Response Team
CGH	Colonial Group Home
Ches	Chesapeake
CIP	Capital Improvements Program
COPS	Community Oriented Policing Services (Sheriff's Office)
COPS	Certificates of Participation (Debt)
Corp	Corporation
CPEAV	Citizens Planning Education Association of Virginia
CNU	Christopher Newport University
CPE	Customer Premise Equipment
CPS	Child Protective Services
CRI	City Readiness Initiative
CRS	Community Rating System
CSA	Comprehensive Services Act
DARE	Drug Abuse Resistance Education
DC	Day Care
DCJS	Department of Criminal Justice Services
DCR	Department of Conservation and Recreation
DEA	Drug Enforcement Administration
Del	Delinquent
DHS	Department of Homeland Security
DHHS	Department of Health & Human Services
DJP	Department of Justice program
DMBE	Disadvantaged and Minority Business Enterprises
DMV	Department of Motor Vehicles
DOJ	Department of Justice
DP	Data processing
DRE	Direct Recording Equipment
DUI	Driving Under the Influence

TERM	STANDS FOR
EDA	Economic Development Authority
EDS	Environmental & Development Services
EHR	Emergency Home Repair
EMS	Emergency Medical Services
EOC	Emergency Operations Center
EOP	Emergency Operations Plan
EPA	Environmental Protection Agency
Equip	Equipment
FCC	Federal Communications Commission
FEMA	Federal Emergency Management Agency
FLS	Fire and Life Safety
FSS	Family Self Sufficiency
FTE	Full-time equivalent
GIS	Geographic Information System
GS	General Services
HAVA	Help America Vote Act
HCVP	Housing Choice Voucher Program
HERSA	Health Resources and Service Administration
HMGP CRS	Hazard Mitigation Grant Program - Community Rating System
HPI	Housing Partnerships Incorporated
HPRP	Homelessness Prevention and Rapid Re-housing Program
Hpt Rds	Hampton Roads
HR	Hampton Roads
HRCCS	Hampton Roads Clean Community System
HREDA	Hampton Roads Economic Development Alliance
HRIMT	Hampton Roads Incident Management Team
HRMMRS	Hampton Roads Metropolitan Medical Response System
HRPDC	Hampton Roads Planning District Commission
HRPDC MMRS	Hampton Roads Planning District Commission Metropolitan Medical Response System
HRSD	Hampton Roads Sanitation District
HRTPO	Hampton Roads Transportation Planning Organization
HTBAC	Historic Triangle Bicycle Advisory Committee
HTSC	Historic Triangle Senior Center
HVAC	Heating, Ventilating and Air Conditioning
IBNR	Incurred But Not Reported
INFOR	A work order, asset tracking and procurement system
ISDN	Integrated Services Digital Network
IVR	Interactive Voice Response
JAG	Justice Assistance Grant
JCC	James City County
JSI	John Snow Incorporated
Juv	Juvenile
J&DR	Juvenile and Domestic Relations Court
KRONOS	Time and attendance management system
MHz	Megahertz
Misc	Miscellaneous
MOU	Memorandum of Understanding
MR	Mental Retardation
NASA	National Aeronautics and Space Administration
New Qtr Pk	New Quarter Park
NFPA	National Fire Protection Association
NNWW	Newport News Waterworks
NOAA	National Oceanic & Atmospheric Administration

TERM	STANDS FOR
OCE	Printing, plotting, scanning system
OEMS	Office of Emergency Medical Services
OPEB	Other Post-Employment Benefits
OVW	Office on Violence Against Women
PAA	Peninsula Agency on Aging
PA2OT/TA	P A Two Zero is the Headstart Code for Headstart Training and Technical Assistance
P-Card	Purchasing Card (credit card)
PPACA	Patient Protection and Affordable Care Act
PPEA	Public-Private Education Facilities and Infrastructure Act
PPTRA	Personal Property Tax Relief Act
PR	Payroll
PT	Part-time
PTA	Parent Teacher Association
PTEAP	Program To Encourage Arrest Policies
PY	Prior Year
QLMS	Queens Lake Middle School
QSCB	Qualified School Construction Bonds
RAD	Rape Aggression Defense
R/E	Real Estate
RPA	Resource Protection Areas
RSAF	Rescue Squad Assistance Fund
RWL	Riverwalk Landing
SAFER Grant	Staffing for Adequate Fire and Emergency Response Grant
SB942	Senate Bill 942
SCADA	Supervisory Control and Data Acquisition
SEAST	Southeast Rural Community Assistance Project
SEMAP	Section Eight Management Assessment Program
Skate R&R	Skate, Rattle & Roll
SHSP	State Homeland Security Program
SNAP	Supplemental Nutrition Assistance Program
SPCA	Society for the Prevention of Cruelty to Animals
TANF	Temporary Assistance to Needy Families
TMDL	Total Maximum Daily Load
TNCC	Thomas Nelson Community College
USDA	United States Department of Agriculture

TERM	STANDS FOR
VACO	Virginia Association of Counties
VAHMRS	Virginia Association of Hazardous Materials Response Specialists
VATF	Virginia Task Force
VDEM	Virginia Department of Emergency Management
VDFP	Virginia Department of Fire Programs
VDOT	Virginia Department of Transportation
VDH	Virginia Department of Health
VEDP	Virginia Economic Development Partnership
VEPGA	Virginia Energy Purchasing Governmental Association
VFIRS	Virginia Fire Incident Reporting System
VHDA	Virginia Housing Development Authority
VIDA	Virginia Individual Development Account
VIEW	Virginia Initiative for Employment not Welfare
VJCCCA	Virginia Juvenile Community Crime Control Act
VLDP	Virginia Local Disability Program
VML	Virginia Municipal League
VMRC	Virginia Marine Resource Commission
VPPSA	Virginia Peninsulas Public Service Authority
VPSA	Virginia Public School Authority
VRA	Virginia Resources Authority
VRS	Virginia Retirement System
VSMP	Virginia Stormwater Management Program
V-STOP	Stop Violence Against Women Grant in Virginia
VW	Victim-Witness
YC	York County
YCCC	York County Chamber of Commerce
YCSC	York County Sports Complex
YCSD	York County School Division
YPDSS	York-Poquoson Department of Social Services
WAR	Work-as-Required
WATA	Williamsburg Area Transit Authority
WIP	Watershed Implementation Plans
WHF	Williamsburg Health Foundation
Wmbg	Williamsburg
WYCG-TV	York County government television channel