

COUNTY OF YORK

MEMORANDUM

DATE: November 2, 2021

TO: York County Board of Supervisors

FROM: Neil A. Morgan, County Administrator



SUBJECT: Cary's Chapel Road Project

The York County Housing Division is moving forward with its plans to address housing issues along Cary's Chapel Road. As mentioned in the August 18 memo to the Board this project will be similar to Carver Gardens albeit on a smaller scale. The project will address the older affordable housing stock and may be able to address other neighborhood improvement needs. The Housing Division will begin holding community meetings with area residents to seek input and discuss possible uses of funds in November.

We will be applying for Community Development Block Grant (CDBG) funds to implement this work. The precise boundaries of the project area will be determined later in the process. Initial meetings will be with individuals. Later in the process and staff will hold a public meeting and coordinate the schedule with interested Board members.

Woodall/4108

COUNTY OF YORK

MEMORANDUM

DATE: November 3, 2021

TO: York County Board of Supervisors

FROM: Neil A. Morgan, County Administrator 

SUBJECT: Economic Development/Tourism Office Reorganization/Consolidation

Recently announced staff retirements and departures have created both a need and an opportunity to reconsider how the county staff is organized with regard to the traditional Economic Development and Tourism promotion functions. The purpose of this memo is to advise you of the decisions I have made in this regard. Effective December 1, 2021, these functions will be consolidated as the Department of Economic and Tourism Development. Jim Noel will be the Director and Kristi Olsen will be the Deputy Director. Mark Bellamy will supervise this Department.

Initially, the activities and responsibilities of Jim and Kristi will track with what they have successfully done in recent years within their respective areas. Over time, it is my expectation that these responsibilities will be fully integrated as various staff transitions occur over the next year. As the Board is aware, there is already significant collaboration and overlapping areas of work most especially related to the Riverwalk landing area and various kinds of marketing and event planning.

This reorganization will provide organizational continuity, a consolidated resource base, and opportunities for new ways of doing business in the future. By making this decision at this time, we will be able to fully consider how this structural change should be reflected in the FY 2023 operating budget. Over time, I would anticipate the EDA being asked to weigh in more directly on tourism promotion strategy which could be reflected in a change in its committee oversight structure. I want to thank all of the staff involved in working to make a smooth transition in the best interest of the County and its citizens.

cc: EDA Board of Directors
Mark Bellamy, Deputy County Administrator
Brian Fuller, Assistant County Administrator/Director of Community Services
James W. Noel, Jr., Director of Economic Development
Kristi Olsen, Tourism Development Manager
Amy Etheridge, Director of Human Resources
Theresa Owens, Director of Finance

COUNTY OF YORK

MEMORANDUM

DATE: November 1, 2021
TO: York County Board of Supervisors
FROM: Neil A. Morgan, County Administrator 
SUBJECT: Plan for the Upgrading the Regional 800 MHZ Radio System

Purpose

The regional radio system is owned jointly by York (40 percent), James City County (40 percent), and Gloucester (20 percent) with York serving as the managing and fiscal agent. Since 2003 this system has been expanded and modernized providing outstanding reliability for the public safety operations of these communities as well as other tenants on the system. Following the same strategy which the three counties successfully used in 2016, it is now time to implement the next five-year modernization program in conjunction with our vendor partner, Motorola. The purpose of this memo is to advise the Board of Supervisors that I anticipate bringing forward a five-year lease-purchase contract for the further development of the 800 MHZ radio system and a companion Memorandum of Understanding (MOU) with Gloucester County and James City County, which will allow York to implement the planned system upgrades in the coming years.

Background

The three counties have learned over the years that the planning and budgeting of radio system upgrades is a challenging mix of anticipating future needs with rapidly changing technology, identifying the appropriate scale of resources, while avoiding the situation which some communities experience wherein the system is allowed to become totally obsolescent requiring a massive new investment. We have concluded that the five-year lease-purchase mechanism represents the right balance of forward thinking without projecting so far out into the future as to not see major new technology trends. The five-year investment cycle keeps the scale of investment manageable and in York County's case we have built in cash capital in our CIP so that we have affordable financing options at the beginning of each five-year cycle.

The five-year plan which we hope to begin in 2022 will most critically include a new microwave backhaul system, microwave tower site upgrades and control station replacements. For York County I will also be recommending the replacement of some portion of our radios, most especially the older units that must be supplied in all FLS and Sheriff's vehicles.

Financing

Tracking with the arrangements in place since 2016, it is proposed that York County will act as the contracting entity and fiscal agent for the combined purchase associated with

all three counties. The purpose of the MOU is to have a firm commitment from our partner localities thereby ensuring timely payments to York County of their respective proportion of the total cost. As a reminder, there is a base cost that involves shared components that the three communities share by formula. Additionally, each locality may opt to acquire other components at favorable pricing for its specific needs. Typically, most of the optional purchases involve radio unit replacements.

The base cost of the combined lease-purchase will be approximately \$10,000,000, with York and James City County's being \$4.5 million each and Gloucester's being \$1 million. (Gloucester's otherwise 20% share will be less because some of the expensive tower components in that part of the combined system are newer and not yet at the end of their useful life).

York's optional additional acquisition will be recommended at an estimated \$900,000 and will be comprised primarily of portable radio replacements for most Fire and Life Safety as well as Sherriff's vehicles. James City County's additional acquisition is still being finalized but is estimated to be in the range of \$600,000, also largely to be comprised of new radios.

Based on these preliminary numbers, the total transaction cost would be in the range of \$11.5 million. The portion for which York County would be directly responsible would be \$5.4 million under the assumptions described above. As a result of the Board of Supervisors' fiscally conservative capital budgeting process which now includes an annual allotment of \$1 million for the 800 MHZ radio system, the County is in a favorable position to undertake this important commitment. My preliminary recommendation is to use \$2.5 million of our cash capital reserved for this purpose, and borrow \$2.9 million using the Motorola short-term financing vehicle for the remainder of the lease purchase cost. This type of borrowing has the advantage of being subject to appropriation (rather than requiring the full faith and credit of the County), currently has an interest rate of 2% and would be amortized over the five-year term of the lease purchase.

Our Director of Finance has conferred with PFM, our financial advisor, and they believe this recommended financing strategy is optimal. The Board may recall that in 2016 we had not yet established the cash capital CIP line item for the radio system and at that time our best option was to finance the entire amount of the five-year transaction.

I anticipate bringing this matter to the Board of Supervisors for formal action at your December 21, 2021 meeting.