

Adopted **Annual Budget** Fiscal Year 2017



Adopted Annual Budget - Fiscal Year 2017
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County of York

Adopted Operating Budget Fiscal Year 2017 (July 1, 2016 to June 30, 2017)

Board of Supervisors



Jeffrey D. Wassmer, Chairman



Sheila S. Noll, Vice Chairman



Walter C. Zaremba



Thomas G. Shepperd, Jr.



W. Chad Green

Constitutional Officers

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

Kristen N. Nelson
Ann H. Thomas
Deborah B. Robinson
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
J. Mark Carter

Budget Division Staff

Stephanie S. Moss, Chief of Budget
Deborah A. Goodwin, Budget Supervisor
Lisa N. Swartz, Financial Analyst II
Catherine A. McLain, Financial Analyst I



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**County of York
Virginia**

For the Fiscal Year Beginning

July 1, 2015

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the **County of York, Virginia** for its annual budget for the fiscal year beginning **July 1, 2015**. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device.

This award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to the GFOA to determine its eligibility for another award.

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 3rd day of May, 2016:

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

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

A RESOLUTION TO APPROVE THE BUDGETS AND APPROPRIATE FUNDS FOR THE COUNTY OF YORK AND THE YORK COUNTY SCHOOL DIVISION FOR THE FISCAL YEAR BEGINNING JULY 1, 2016, AND ENDING JUNE 30, 2017

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, 2016, and ending June 30, 2017, 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 2017 educational budget is based upon funding from the federal government in the amount of \$13,883,314; from the state government in the amount of \$63,482,726; from the local appropriations in the amount of \$51,640,444; and other local revenues in the amount of \$1,674,627;

NOW, THEREFORE, BE IT RESOLVED by the York County Board of Supervisors this 3rd day of May, 2016, that the fiscal year 2017 annual budget of the York County School Division for school operations in the amount of \$131,581,111 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 \$4,961,984 for fiscal year 2017 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 \$18,900,000 for fiscal year 2017, 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 \$9,000,000 for fiscal year 2017 be, and is hereby, made for school capital projects.

BE IT STILL FURTHER RESOLVED that the fiscal year 2017 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 2017 be, and are hereby, made in the General Fund for the following functions:

<u>Function</u>	<u>Amount</u>
Administrative Services	\$ 4,337,925
Judicial Services	2,718,246
Public Safety	31,830,466
Management Services	9,122,070
Education & Educational Services	60,951,382
Human Services	3,687,324
Public Works	8,720,703
Community Services	2,992,063
Capital Outlay, Fund Transfers & Non-Departmental	11,228,821
Total General Fund	<u>\$ 135,589,000</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 appropriation of the transfer of one-half (1/2) of the actual meals tax collections to the Water and Sewer Utility Funds and Stormwater Management Fund be, and is hereby, adjusted in the General Fund to effect the funding for County water, sewer and stormwater projects.

BE IT STILL FURTHER RESOLVED that the appropriation of the transfer of an amount equal to actual revenues received as a result of the three percent (3%) increase in the Transient Occupancy Tax rate to the Tourism Fund be, and is hereby, adjusted in the General Fund to effect the funding for tourism and travel related activities.

BE IT STILL FURTHER RESOLVED that the \$60,951,382 appropriated above from the General Fund for Education and Educational Services, includes \$51,640,444 for the local contribution to the School Division for support of the School operating budget and, of this amount \$50,505,794 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 \$900,000 is appropriated in the Revenue Stabilization Reserve Fund for fiscal year 2017 for transfer to the School Operating Fund.

BE IT STILL FURTHER RESOLVED that the annual appropriation in the sum of \$3,241,800 for fiscal year 2017 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 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 \$6,212,587 for fiscal year 2017 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 \$8,400 for fiscal year 2017 be, and is hereby, made in the Law Library Fund.

BE IT STILL FURTHER RESOLVED that the annual appropriation in the sum of \$1,556,747 for fiscal year 2017 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 \$1,007,853 for fiscal year 2017 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 \$3,141,119 for fiscal year 2017 be, and is hereby, made in the County Debt Service Fund.

BE IT STILL FURTHER RESOLVED that the annual appropriation in the sum of \$15,399,999 for fiscal year 2017 be, and is hereby, made in the School Debt Service Fund.

BE IT STILL FURTHER RESOLVED that the annual appropriation in the sum of \$889,668 for fiscal year 2017 be, and is hereby, made in the Stormwater Management Fund.

BE IT STILL FURTHER RESOLVED that the annual appropriation in the sum of \$7,571,500 for fiscal year 2017 be, and is hereby, made in the County Capital Fund.

BE IT STILL FURTHER RESOLVED that the annual appropriation in the sum of \$255,800 for fiscal year 2017 be, and is hereby, made in the Workers' Compensation Fund.

BE IT STILL FURTHER RESOLVED that the annual appropriation in the sum of \$4,014,442 for fiscal year 2017 be, and is hereby, made in the Vehicle Maintenance Fund.

BE IT STILL FURTHER RESOLVED that the annual appropriation in the sum of \$11,405,289 for fiscal year 2017 be, and is hereby, made in the Health & Dental Insurance Fund.

BE IT STILL FURTHER RESOLVED that the following appropriations for fiscal year 2017 be, and are hereby, made in the Enterprise Funds:

Solid Waste Management Fund	\$	4,695,510
Water Utility Fund	\$	1,864,166
Sewer Utility Fund	\$	11,237,808
Yorktown Operations Fund	\$	90,603
Regional Radio Project Fund	\$	2,767,138

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, and cash proffers 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 2017 in the various funds for the purpose of liquidating encumbered purchase transactions and for continuing capital and special projects as of June 30, 2016, 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 County Administrator be, and is hereby, authorized to transfer funds within and between 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 Chief of Budget 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 3rd day of May, 2016:

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

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

A RESOLUTION TO ADOPT THE FISCAL YEAR 2017-2022 CAPITAL
IMPROVEMENTS PROGRAM AS A LONG-RANGE PLANNING
DOCUMENT

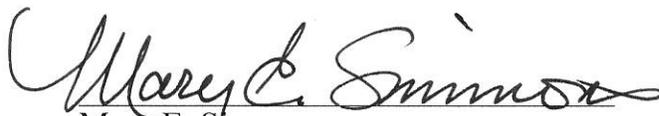
WHEREAS, in consideration of materials received from the departments and agencies of the County and direction from the Board of Supervisors, the County Administrator has developed a Proposed Fiscal Year 2017-2022 Capital Improvements Program; and

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 2017-2022 Capital Improvements Program;

NOW, THEREFORE, BE IT RESOLVED by the York County Board of Supervisors this 3rd day of May, 2016, that the County Administrator's proposed Fiscal Year 2017-2022 Capital Improvements Program be, and is hereby, adopted.

A Copy Teste:


Mary E. Simmons
Deputy Clerk

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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 3rd day of May, 2016:

<u>Present</u>	<u>Vote</u>
Jeffrey D. Wassmer, Chairman	Yea
Sheila S. Noll, Vice Chairman	Yea
Walter C. Zaremba	Yea
W. Chad Green	Yea
Thomas G. Shepperd, Jr.	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 236 to 241-1 and 242 to 244 (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 2 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 J; 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 222.3, 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 school 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 222.3;

NOW, THEREFORE, BE IT RESOLVED by the York County Board of Supervisors this 3rd day of May, 2016, that, for Fiscal Year 2017, a portion of the York County, Virginia, local real property tax rate equal to fifty eight and three tenths cents (\$0.583) per \$100 of valuation be, and is hereby, designated for school purposes as provided in 34 CFR Section 222.3.

A Copy Teste:

A handwritten signature in cursive script that reads "Mary E. Simmons". The signature is written in black ink and is positioned above the printed name and title.

Mary E. Simmons
Deputy Clerk

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 3rd day of May, 2016:

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

On motion of Mr. Shepperd, 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 2016, 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 2016 beginning January 1, 2016, and ending December 31, 2016; 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 3rd day of May, 2016, that the following County tax levies be, and they hereby are, imposed for the calendar year 2016:

Class of Property	Rate Per \$100 of Assessed Valuation
1. Real Estate	0.7515
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 | 0.7515 |
| 6. | Boats or watercraft
weighing five tons or more | 1.00 |

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

County Administrator
Neil A. Morgan



Deputy County Administrator/
Zoning Administrator
J. Mark Carter

Deputy County Administrator
Vivian A. Calkins-McGettigan

May 4, 2016

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

Dear Members of the Board:

Subject: Final Adjustments to the FY 2017 Recommended Budget

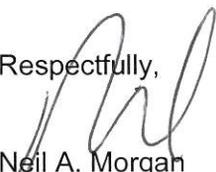
I am pleased to present the Fiscal Year 2017 Board of Supervisors' Adopted Budget document which reflects the priorities and details embodied in the Budget adoption actions taken by the Board on May 3, 2016. For context, I have included the transmittal memo that introduced my proposed budget and the memo submitted to the Board on May 3 accompanying the adoption resolution (R16-48) that explained the final adjustments made to my proposed budget. In addition, a fund level recap of the adjustments is presented below:

	<u>PROPOSED</u>	<u>ADJUSTMENTS</u>	<u>ADOPTED</u>
General Fund Budget	135,435,000	154,000	135,589,000
Enterprise Funds Expense Budgets	20,655,225	-	20,655,225
Other County Funds Expense Budgets	55,602,954	2,250	55,605,204
Interfund Transfers	(23,974,855)	(2,250)	(23,977,105)
Total County Budget	<u>187,718,324</u>	<u>154,000</u>	<u>187,872,324</u>

The FY 2017 Adopted Budget represents a conservative fiscal plan that will allow the County to provide programs and services beneficial to County citizens and businesses, with no tax increases programmed for calendar year 2016. Future operating budgets may very well require tax increase recommendations, recognizing the growing and unmet needs of the community and to maintain our organizational capacity to serve our citizens.

I want to thank the public who came to 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. I also wish to thank the Budget Division for their hard work and dedication throughout the budget cycle.

Respectfully,



Neil A. Morgan
County Administrator

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

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COUNTY OF YORK

MEMORANDUM

DATE: April 29, 2016 (BOS Mtg. 5/3/16)

TO: York County Board of Supervisors

FROM: Neil A. Morgan, County Administrator *NAM*

SUBJECT: Approval of the Budget and Appropriation of Funds for the Fiscal Year Beginning July 1, 2016, and Ending June 30, 2017, for the County of York, and the York County School Division, and Setting of the Tax Rates for Calendar Year 2016 for the County of York

The FY2017 Proposed Budget was presented to the Board of Supervisors on March 15, 2016. Board work sessions addressing the proposed budget were held on March 1, March 22, and April 5, and a public hearing to receive citizen comments on the proposed budget was conducted on April 21, 2016. At the April 5th work session, we briefed the Board regarding General Fund budget adjustments totaling \$100,000 on both the revenue and expenditure sides. Staff has continued to review revenues and expenditures, and there are additional adjustments needed to reconcile the total budget document.

The revenue forecast was developed early in the budget process for presentation to the Board at the March 1 work session. Subsequent to that presentation, revenue trends have been monitored to ensure the most current estimates are provided for the final budget adoption. I'm pleased to report that the Fiscal Year 2016 personal property tax collections have trended upwards with an estimated 7.5% increase from the prior year, and sales tax has continued to trend positively after adding three additional months of collections. While both of these revenue sources are subject to fluctuation, we are confident that the projected increase is prudent. Conversely, receipts in the areas of business licenses, vehicle registration fees, permits, and charges for services are less favorable, requiring decreases in the forecast.

These total revenue adjustments result in a small positive change (\$54,000) which creates the opportunity to make three expenditure modifications. Consistent with the treatment of Lackey Free Clinic, funding for the Williamsburg Area Medical Assistance Corporation is proposed to be increased to the amount of their FY2017 request. Also, we were recently notified by the Director of the Williamsburg Regional Library that they had made an error in the formula calculation for the County's contribution. They had previously indicated that usage by County residents had decreased, but that is not the case. Funding is being restored to the same amount as FY2016. Finally, Public Works is currently reviewing a proposal from VDOT for enhanced litter control and grass cutting. While the scale and the costs are not yet finalized, it appears that the sum remaining to be reconciled in the budget is consistent with this proposal.

In addition to the April 5 work session adjustments of \$100,000, changes described above total \$54,000. The General Fund budget is now \$135,589,000, an increase of \$154,000 from the budget proposed on March 15.

The final adjustments are noted below:

General Fund Revenues:

• Increase in Personal Property Taxes	\$454,000
• Increase in Public Sales Tax	110,000
• Decrease in Charges for Services	(225,000)
• Decrease in BPOL Tax	(140,000)
• Decrease in Vehicle Registration Fees	(105,000)
• Decrease in Permit Fees	(40,000)
• Increase in Victim Witness Grant (April 5 Work Session)	50,000
• Increase in Public Service Corporation Revenue (April 5)	<u>50,000</u>
Total General Fund Revenue Increase	<u>\$154,000</u>

General Fund Expenditures:

• Increase WAMAC Contribution	\$ 2,589
• Increase for Williamsburg Regional Library	18,977
• Increase for additional mowing/litter removal	32,434
• Increase Contribution to Watermen’s Museum (April 5)	5,000
• Increase Contribution to York County Arts Commission (April 5)	5,000
• Decrease Contribution to Regional Animal Shelter (April 5)	(76,000)
• Increase Funding for Fire and Life Safety Personnel (April 5)	220,000
• Increase Funding for Grounds Maintenance/Stormwater (April 5)	50,000
• Decrease Contribution to OPEB (Retiree Insurance) (April 5)	<u>(104,000)</u>
Total General Fund Expenditure Increase	<u>\$154,000</u>

Attached for the Board’s consideration is proposed Resolution R16-48 which adopts the FY2017 budget and appropriates the funds for the County and the School Division.

Also attached for the Board's consideration is proposed Ordinance No. 16-1 to set the tax rates for calendar year 2016. A public hearing to receive citizen comments on the proposed tax rates was conducted on April 21, 2016. The proposed rates are as follows:

Rate per \$100 of:

<u>Class of Property</u>	<u>Assessed Valuation</u>
Real Estate	\$0.7515
Tangible Personal Property	\$4.00
Tangible Personal Property – disabled veteran	\$1.00
Machinery and Tools	\$4.00
Manufactured Homes	\$0.7515
Boats weighing five tons or more	\$1.00

Please let me know if staff or I can provide additional information as you consider the proposed budget and tax rates.

Moss/3716

Attachments

- Proposed Resolution R16-48
- Proposed Ordinance No. 16-1

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March 15, 2016

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 - FY2017

I am submitting my recommended operating budget for the Fiscal Year 2017. The submission of the operating budget is a major milestone in the budgeting process, as it is the County's most significant spending policy document. I am pleased to be able to present a budget with no tax rate increases.

The Proposed Budget addresses the following:

- **Compensation** – Most County employees will receive their largest compensation increase since the Great Recession. Employees will receive a market adjustment of 1% to their salaries, plus a \$500 or \$1,250 increase to their base pay, depending on the length of their service. This strategy is a targeted approach, a response to known labor market competitiveness and compression issues, especially with regard to the lower quartile of employees. All employees in good standing will receive an increase.
- **Sustainable Capital Budget** – For both schools and the County, the CIP is funded at a level significantly higher than the 10-year historical average. This achievement is made possible by establishing a capital project reserve, as well as increasing debt service within the operating budget. Despite this being a step in the right direction, the CIP is still not at a level that will reverse the backlog of capital project needs.
- **Organizational Resiliency** – In order to maintain the high standard of the County staff's organizational capacity, a small number of positions have been restored in critical areas of the organization in anticipation of future retirements as well as growing customer service and technical support needs.
- **Regional obligations have been met.**

The County faces long-term challenges that have not been addressed by this budget, including:

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- Insufficient revenue growth projected in future years to maintain competitive salaries for many critical positions, especially in anticipation of future recruitment needs.
- Limited revenue projected in future years to fund critically needed infrastructure replacement and rehabilitation projects for both the schools and the county within the CIP.
- Insufficient staffing levels in some parts of the organization to ensure needed long-term organizational high performance, particularly in the area of Public Safety.
- Closure of the Dominion Power Plant causing a significant shrinkage of the County's revenue base, starting in the 2017-2018 budget year.

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 setting of policy, 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 Project Funds, Internal Service Funds, and Enterprise Funds.

The Capital Improvements Program (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 even more investments in future budget years.

In compliance with the Code of Virginia, York County's policy for the General Fund is to propose and adopt a balanced budget, 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 - \$187,718,324

The Proposed Budget for all funds, net of transfers to other funds, for fiscal year 2017 is \$187.7 million. It consists of the General Fund budget of \$135.4 million, the Enterprise Funds Expense Budget of \$20.7 million and smaller funds that amount to \$55.6 million less \$24.0 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 \$60.9 million or 32.5% of the total budget. The total budget, exclusive of the support for Education and Educational Services, amounts to \$127 million. After Education and Educational Services, the second

highest General Fund expenditure category is Public Safety. This function comprises \$31.7 million or 16.9% of the total budget.

A brief description of each fund type follows.

GENERAL FUND BUDGET - \$135,435,000

General Fund Revenues

General Fund revenues are derived from a variety of sources. Of the \$135.4 million in revenue estimated for fiscal year 2017, \$119.6 million, or 88.3%, is from local and other sources. The primary sources of local revenue are General Property Taxes (61.7%) and Other Local Taxes (22.4%), which combined are \$113.9 million, or 84.1% of total revenue. General Property Taxes reflect a \$1.25 million increase, primarily due to growth in the real estate assessment base from reassessments and new construction, as well as, increases in personal property values.

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. These sources account for 4.2% of General Fund revenues, or \$5.7 million.

Other sources total \$1.8 million, or 1.3%, and include payments from the School Division for grounds maintenance, video services, radio maintenance, and law enforcement at the high schools. In addition to these sources, there is also a transfer from the Marquis Community Development Authority Special Revenue Account for services provided to the facilities in the project area.

The remaining \$14.0 million or 10.4% is from various state and federal government supported programs. This breakdown is summarized below:

Local & Other Sources	\$ 113.9 million
Additional Local Revenue	5.7 million
Other Sources	1.8 million
State & Federal	<u>14.0 million</u>
Total	<u>\$ 135.4 million</u>

General Fund Expenditures

The total Proposed General Fund expenditure budget is \$135.4 million, which is \$2 million, or 1.5%, more than the current year budget. The Proposed Budget for fiscal year 2017 focuses on maintaining County services.

The net changes in County functions are as follows:

Administrative Services & Judicial Services	\$	0.1 million
Public Safety		0.1 million
Management Services		0.1 million
Education & Educational Services		0.4 million
Human Services		0.1 million
Public Works		(0.4) million
Capital Outlay, Fund Transfers & Non- Departmental		<u>1.6 million</u>
Total	\$	<u>2.0 million</u>

Areas of special interest are:

Education and Educational Services

The budget proposes that the County provide \$365,000 of additional funding to the Schools' Operating Budget. It also includes funding to the School Debt Service Fund, which covers the cost of debt obligations for school renovation and construction projects, representing \$357,000 of new budget expenditures. Additionally, I am supporting the Superintendent's preliminary request to appropriate \$900,000 from the impact aid stabilization reserve to supplement the School Division operating budget. Combining these three contributions, the County's support for the School Division will be increased by \$1.6 million. In addition, new state revenue for the School Division is tentatively estimated at \$2.1 million.

I recommend continuing the practice of making supplemental appropriations for technology improvements and new school buses with funds remaining at the end of fiscal year 2016 in the School Operating Fund. The County should also be receptive to the use of year end school funds for other minor cash capital projects identified by the School Division as 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.

The budgets for other Educational Services, including Library Services and Cooperative Extension, represent 2% of the General Fund Budget.

Personnel

The compensation recommendations include a proposed fiscal year market adjustment to County employee pay of 1%, plus a flat rate increase effective October 1 of \$500 or \$1,250, depending on length of service, a 0.12% increase in group life insurance, a 4.1% and 2.9% increase in health and dental coverage respectively, as well as a 2.1% reduction to the VRS rate, offset by attrition and retirements. Other personnel changes include funding to support the employer share of a rate increase in health and dental insurance premiums. The increase in the employer (County) share of health and dental insurance costs has been minimized as a result of an analysis of the amount of reserves in the County's Health and Dental Insurance Fund. To reduce the growth in the costs of health insurance premiums in the future and provide employees with an alternative, the County will be introducing a lower cost consumer driven option to employees in the form of health savings accounts.

ENTERPRISE FUNDS EXPENSE BUDGETS - \$20,655,225

The various funds included in this total are the Solid Waste Management Fund (\$4.7 million), the Water Utility Fund (\$1.9 million), the Sewer Utility Fund (\$11.2 million), the Yorktown Operations Fund (\$0.1 million), and the Regional Radio Project Fund (\$2.8 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. The Sewer Utility Fund supports the Sinclair and Wolf Trap area sewer projects, sewer line and pump station rehabilitation, emergency power generator equipment replacement, and closed circuit TV van replacement projects (included in the six-year CIP).

OTHER COUNTY FUNDS EXPENSE BUDGETS - \$55,602,954

Other fund types maintained by the County include Special Revenue Funds (\$12 million), Debt Service Funds (\$18.5 million), Capital Project Funds (\$8.5 million), and Internal Service Funds (\$16.6 million). These are special-purpose fund types that account for various activities throughout the County.

The expenditure budgets for these combined funds reflect a decrease of \$12.0 million, or (17.8%), from the current year which is primarily related to the annual fluctuation in bond issuance requirements. The County Debt Service Fund reflects the payments required on outstanding debt and there are no new borrowings planned for County (non-school) projects at this time. A borrowing is planned in FY17 for FY16 school CIP projects currently in process. The County Capital Fund includes funding for the Grafton Fire Station replacement, the Carver Gardens water system project, public safety equipment replacement, the Sheriff's Office firing range, Work Management Software for Public Works, E911 Regional Radio Program upgrades, new integrated library software, a building replacement study, Old Wormley Creek Boat Landing, and road and drainage improvement projects.

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 – (\$23,974,855)

As a part of doing business, funds are transferred from one County fund to another. This usually occurs when the funds are collected in one fund and are allocated into another fund, such as the lodging tax, meals tax, or debt service payments. Interfund transfers have been netted from the total budget to eliminate duplication of transactions.

The impact of interfund transfers is as follows:

General Fund	\$ (21.6) million
Special Revenue Funds	(0.6) million
Internal Service & Enterprise Funds	(0.4) million
Capital Projects Fund	<u>\$ (1.4) million</u>
Net Interfund Transfers	<u>\$ (24.0) million</u>

COMMENTS

It is my strong belief that this budget proposal continues York County's long tradition of prudent financial management. Your professional staff constantly monitors economic conditions, trends, and revenue collections. The fiscal year 2016 budget and financial plan remain on target as required to finish the current fiscal year within the appropriated budget and to provide a continued solid foundation for fiscal year 2017. In summary, I believe the Proposed Budget outlined above represents a conservative fiscal plan that will allow the County to provide programs and services beneficial to County citizens and businesses. To repeat the note of caution introduced earlier in this transmittal message, I am obligated to report that future operating budgets may very well require tax increase recommendations, recognizing the growing and unmet needs of the community and to maintain our organizational capacity to serve our citizens.

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. Several work sessions are planned between now and final budget adoption, which is scheduled for May 3, 2016. Staff has worked diligently to keep costs to a minimum while still meeting the expectations of our citizens.

I especially want to acknowledge the excellent work of our Budget staff including Division Chief Stephanie Moss, and staff members Deborah Goodwin, Lisa Swartz, and Catherine McLain. Further, I wish to thank all of the County Departments and Constitutional Officers for their assistance in preparing my first recommended County budget. Finally, as part of a newly initiated process this year, I greatly appreciate the hard work of our senior staff Budget Review Team comprised of Deputy County Administrators Vivian McGettigan and Mark Carter, Director of Finance Deborah Morris, and Director of Human Resources David Gorwitz.

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.



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.

Strategic Priorities Implementation

Two new members of the Board of Supervisors, Mr. Wassmer and Mr. Green, took office on January 1, 2016. On January 29, 2016, a retreat was held at the Yorktown Victory Center. The retreat was designed to allow the new Board to get to know each other and senior staff, to review current events and mega trends, as well as threats and assets affecting York County, and most critically, to develop a strategic priorities implementation plan to expedite future Board discussions and decisions affecting allocation of



limited resources. During the retreat, the following strategic priorities and action goals were identified:

Strategic Priorities	Action Goals
1) Facilitate quality economic development that is sensitive to community character and the environment	1) Secure and/or enhance land with potential for long-term economic base expansion 2) Develop an action plan to revitalize and redevelop Route 17 3) Develop strategies to target and recruit specific economic development prospects compatible with the County's assets and character 4) Promote tourism activities in Yorktown, York County and the Historic Triangle for the benefit of residents and visitors
2) Institutionalize effective and outstanding communications and civic engagement opportunities amongst and between the Board of Supervisor, citizens, boards and commissions, and County staff	1) Enhance communications and information flow to citizens and other audiences 2) Maximize the use of technology and multi-media to better communicate with and disseminate information to citizens, businesses and visitors 3) Establish routine opportunities for interaction and communication between the Board of Supervisors and Board-appointed boards, commissions and committees
3) Instill excellent customer service as an organizational value, expectation, and outcome	1) Enhance staff understanding of customer expectations regarding the services provided by their respective functional areas of responsibility 2) Ensure organizational resiliency and efficient service delivery
4) Facilitate quality educational opportunities for all County citizens	1) Enhance opportunities for life-long learning 2) Expand relevant and performance-enhancing opportunities for staff 3) Exert leadership in advocating for adequate state funding of schools
5) Devote leadership and resources necessary to ensure and sustain exemplary public safety functions	1) Ensure that staff and capital resources are adequately matched to service demands and the safety of emergency responders 2) Enhance citizen and business awareness of disaster action and recovery preparedness measures
6) Protect and respect the County's natural and built attributes through balanced and cost-effective environmental stewardship	1) Deploy economically viable green and energy saving technologies 2) Incentivize County citizens and businesses to adopt sound environmental practices

A "tiger team" comprised of County staff from a cross section of departments within the County has been formed to further develop baseline initiatives and metrics and to identify progress and outcome measurements to determine priority and goal achievement. The FY2017 budget represents a transition year and the process is expected to be rounded out by the fall for incorporation into the FY2018 budget cycle. However, the broad strategic priorities and goals that were developed during the retreat were a guiding force in many of the funding decisions made for the FY2017 budget. For example, to support Strategic Priority 1, funding was

increased to several of the outside agencies that support tourism efforts, such as the Watermen's Museum, Williamsburg Area Transit Authority and the Greater Williamsburg Chamber and Tourism Alliance. In addition, a new full-time management position was added in the Public Information and Community Relations Activity to support Strategic Priority 2, and in support of both Priorities 3 and 4, funding was approved to support a central degree program for staff and senior level training. The emphasis on compensation and school funding supports priorities 3, 4, and 5, and the capital improvements program funding provided for a fire station replacement and the regional radio system indicates strong support for public safety priority 5.

Significant Changes during FY2016 with Impacts for FY2017

- New County Administrator, Neil Morgan, arrived on June 15, 2015. A native of the Peninsula, his background includes many years of work in Virginia local government and other related experience.
- The County underwent a significant reorganization in November of 2015. The Department of Public Works was created, combining the former Departments of General Services and Environmental Services. The reorganization was undertaken to improve efficiencies and create synergies by reallocating personnel and combining similar tasks and duties previously performed by the two departments.
- Several new departments were also created in order to provide greater accountability and efficiencies in the reporting structure, as well as empowering those responsible for successful operations. These included Information Technology, Human Resources, Library Services, Emergency Communications and Finance.
- Organizational resiliency was strengthened by reallocating vacant positions to critical areas of the organization in anticipation of future retirements as well as growing customer service and technical support needs.
- FY2016 was a reassessment year resulting in expected growth in real estate tax revenues of about 1.5% for FY2017. Consumer confidence has increased resulting in favorable revenue trends related to personal property, sales, lodging and meals taxes. Lodging taxes and meals taxes have recovered and exceed pre-recession amounts.
- A Financial Operations Work Team was formed in order to add depth to forecasting revenue and expenditure performance through-out the year, as well as to improve the process of developing General Fund operating revenue budgets for FY2017. The team consists of the Deputy County Administrator, Finance Director, Treasurer, Commissioner of the Revenue, County Assessor, Budget Chief, and Accounting and Reporting Chief.
- The Capital Improvements Program (CIP) was changed from a 10-year plan to a 6-year plan to provide more relevance to the costs in the out-years. A team approach involving senior management as well as members from each department and the school division was applied to the CIP process for developing the FY2017 through FY2022 CIP plan. Recommendations were reviewed by the Planning Commission prior to being proposed to the Board of Supervisors.
- First ever five-year General Fund revenue and expenditure projections were produced and presented to the Board of Supervisors during FY2016. Development of these projections helped to identify areas of strengthening revenues as well as those revenues and expenditures to watch in future years.
- The County and the School Division are jointly participating in an Other Post Employment Benefits (OPEB) Trust Fund for the purpose of accumulating and investing assets to fund OPEB obligations. Therefore, no budget is presented for FY2017 for the current Other Post-Employment Benefits internal service fund.

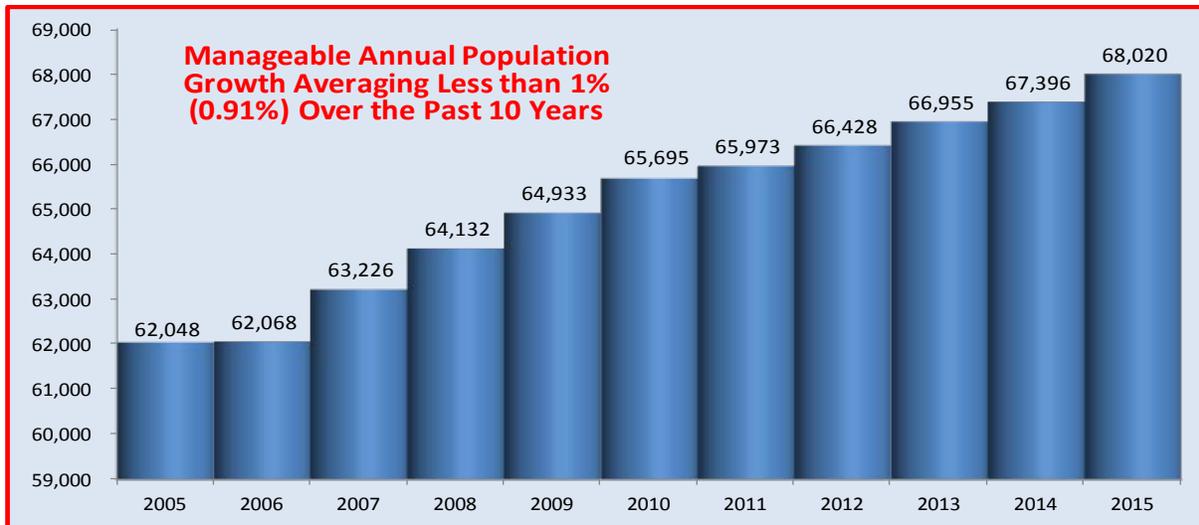


Location

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 68,020 people and ranks 18th in population among the state’s 95 counties and 30th among the 134 cities and counties. In land area, however, the County is the 3rd smallest county in Virginia, making it the 6th 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 .91%.



Source: Weldon Cooper Center for Public Service

The majority of the growth, approximately 72% between 2010 and 2015, is due 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 2014 median age in the County was 40 years, 2 years older than in 2006. The population is getting older, on average, as it is all over the country, because of the aging of the post-war baby boom generation born between 1946 and 1964. The baby boom was followed by a “baby bust” period that brought lower fertility rates, causing a “bulge” in the age distribution of the population. Meanwhile, medical advances have increased the average life expectancy. The cumulative effect of these trends has been a significant rise in the median age both in York County and nationally.

Race

The racial composition of the County’s population has been fairly stable, with the Caucasian race representing 77% of the population in 2014. African-American race represents 13.4% of the population in 2014 while the Asian and Hispanic population represents 5.5% and 5.8% respectively.

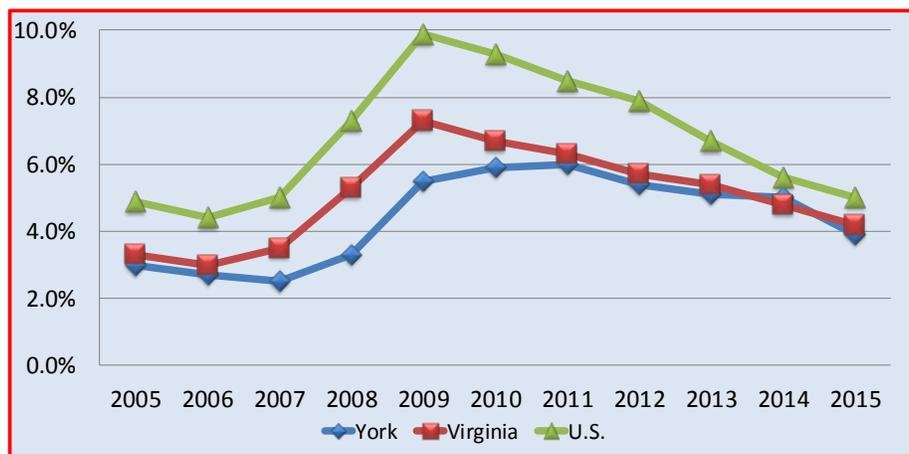
Households

Almost 2/3 of the County’s estimated 24,432 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 2.7 persons per household, was the highest on the Peninsula in 2010 and higher than averages for both the state (2.6) and the Virginia Beach-Norfolk-Newport News metropolitan area (2.56). This is partly attributable to the County’s large proportion of on-base military households.

Labor Force and Unemployment

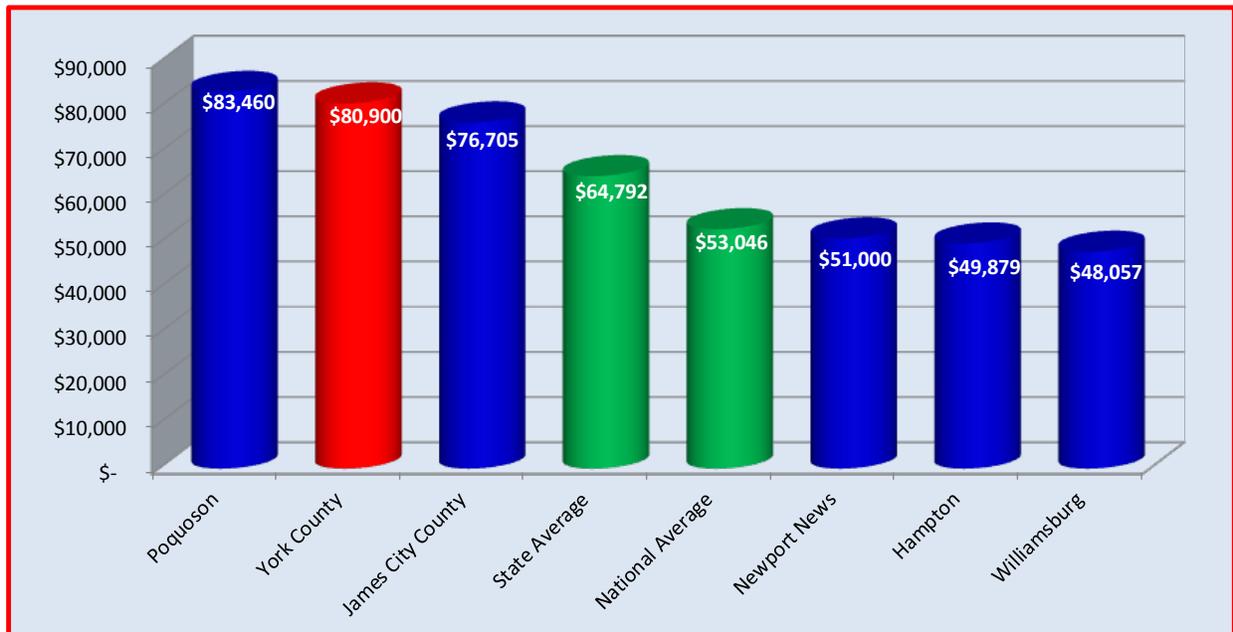
The civilian labor force is well educated. York County leads its Peninsula neighbors with 94% of its adult population (25 and older) holding at least a high school diploma. Of those high school graduates, 23% hold at least a bachelor’s degree and 19% hold a graduate or professional degree. York County has one of the lowest unemployment rates in the metropolitan area, and it consistently trails the regional, statewide, and national rates. Following four consecutive years of an increase as a result of the national economic downturn, the County’s average monthly unemployment rate leveled off at 5.0% in 2014 and declined further to 3.9% in 2015.



Source: Virginia Employment Commission

Income

York County is one of the most affluent localities in Hampton Roads, with a median household income of \$80,900 according to the U.S. Census Bureau. York County has one of the lowest poverty rates on the Peninsula with an estimated 5.5% of the population living below the poverty line in 2014, according to the Census Bureau.



Source: U.S. Census Bureau American Community Survey, High Median Household Income – 5 Year Estimate (2010-2014)

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 as follows and 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

Economic Development

York County's economy showed significant growth in FY15, as the total commercial building permit values grew from \$23.4 million to \$36.2 million. Building permits were issued for 37 new commercial structures compared to 15 in FY14. Residential building permit valuation remained almost unchanged moving from \$54.6 million in FY14 to \$55.3 million in FY15.

The economic development fiscal year peaked on May 13, 2015 with the grand opening of Kroger in Kiln Creek and the ground breaking ceremony for Baeplex in Lightfoot. Kroger invested \$16 million in renovating the former 90,000 square foot K-Mart grocery space for one of their new high end, prototype stores and gas station. The new store employs over 230 associates and provides a strong anchor presence for the York County portion of the Kiln Creek retail area.

At the other end of the county, Baeplex a family oriented, martial arts, fitness and wellness company broke ground for a new three-building campus. Located off Mooretown Road next to Michael Commons Office Park, Baeplex fits perfectly with Sentara Williamsburg Regional Medical Center and the Wilkinson Family YMCA in the Lightfoot health corridor.

The light industrial activity in FY15 was highlighted by Atlantic Emergency Solutions' (AES) acquisition of the 17,840 square foot Riverside Brick building in Victory Industrial Park. A premier provider of fire and emergency vehicles, AES brought 25 jobs to the county along with a significant capital investment in equipment. The EDA sold five acres in the York River Commerce Park to Spain Commercial for the construction of a new 18,000 square foot, light industrial, flex building. Spain already owns a similar building in the park that has attracted technology companies like Marine Sonic and Avid Aerospace.

The Office of Economic Development (OED) and the EDA continued to focus on improving the County's entrepreneurial eco system and accelerating business growth. The EDA was a major sponsor of the "START Peninsula" 3.0 endeavor held at the College of William & Mary's Mason School of Business. For the third consecutive year Start Peninsula provided over 25 entrepreneurs an opportunity to compete for \$10,000 towards their venture and free time in an area business incubator. On a parallel track, the EDAs of York County, Williamsburg and James City County agreed to retool the joint business incubator, which is now located in New Town.

The OED, in concert with the Marquis Community Development Authority (CDA), worked cooperatively with Todd Interests, the owner of the Marquis, to sell Sam's Club a 13.49 acre tract. This sale required Todd Interests to extend water, sewer, storm water treatment and the Marquis Parkway to the site. This work was completed in 2015. As part of this same agreement the CDA issued additional bonds in October 2015 to support the Sam's project.



Statistical Information

Top Employers

<u>Employer</u>	<u>Industry</u>	<u>No. of Employees</u>
Naval Weapons Station/Cheatham Annex	Government	2,956
York County School Division	Government	1,708
U.S Coast Guard Station	Government	1,404
Water Country	Water Park	826
Wal-Mart	Retail	808
Sentara Williamsburg Regional Medical Center	Hospital	759
York County Government	Government	722
Great Wolf Lodge	Hotel & Water Park	465
YMCA	Recreation	462
Wyndham Vacation Ownership	Timeshare	295

Includes full-time and part-time positions

Source: York County, Comprehensive Annual Financial Report - June 30, 2015

Population, Per Capita Income and Unemployment Rates

<u>Fiscal Year</u>	<u>Population</u>	<u>Income</u>	<u>Rate</u>
2015	68,020	N/A	4.8%
2014	67,396	N/A	5.0%
2013	66,955	51,718	5.4%
2012	66,428	51,173	5.8%
2011	65,973	49,293	6.1%

N/A - This information is not available.

Source: York County, Comprehensive Annual Financial Report - June 30, 2015;

FY2015 was estimated based on prior year trends

Taxpayers

<u>Taxpayer</u>	<u>2014 Assessed Valuation</u>	<u>% of Total Assessment</u>
Virginia Power Company	\$ 343,971,507	3.52%
BP/Western Refining/Plains Marketing	236,077,860	2.42%
Lawyers Title/Fairfield Resorts	181,297,845	1.86%
Great Wolf Lodge of Wmbg, LLC	80,570,030	0.83%
Kings Creek Plantation	77,464,765	0.79%
City of Newport News	75,507,900	0.77%
Sea World Parks & Entertainment, LLC	45,986,800	0.47%
Wal-Mart	38,055,650	0.39%
1991 Ashe Partnership	37,818,115	0.39%
852, LLC	34,979,175	0.36%
	<u>\$ 1,151,729,647</u>	<u>11.80%</u>

Source: York County, Comprehensive Annual Financial Report - June 30, 2015

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 the spring 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 based on the 2014-15 Virginia SOL assessments. Students consistently exceed the state average on the SOL test and the Scholastic Achievement Tests (SAT).

Education Statistical Data

<u>School Year</u>	<u>School Facilities</u>	<u>Enrollment</u>	<u>Operating Expenditures</u>	<u>Cost per Student</u>
2015	19	12,519	\$127,906,029	\$10,177
2014	19	12,333	118,198,725	9,584
2013	19	12,226	119,113,465	9,743
2012	19	12,410	116,949,215	9,424
2011	19	12,477	115,938,380	9,292

Source: York County School Division, Comprehensive Annual Financial Report - June 30, 2015

Educational Attainment

	<u>York</u>	<u>Virginia</u>	<u>U.S.</u>
Grad./Prof.	19%	15%	11%
Bachelor's	23%	21%	18%
Some College	33%	27%	29%
High School	19%	25%	28%
< 12th Grade	6%	12%	14%

Source: York County School Division, Comprehensive Annual Financial Report - June 30, 2015 and U.S. Census Bureau American Survey, Educational Attainment - 5 Year Estimate (2010-2014)

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.

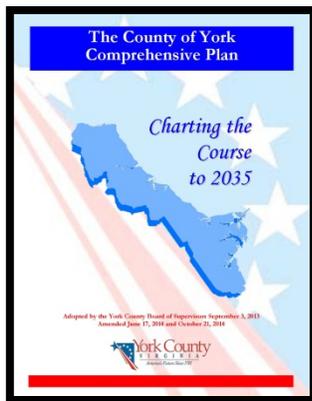
State revenue is based on the General Assembly's budget and includes basic aid, state sales tax, lottery funds, gifted education, remedial programs, special education, vocational education and employer share benefits. Basic aid is calculated by the state according to the locality's Composite Index, projected 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 <http://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. 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 below outlines which departments are responsible for the implementation of the goals found in the Comprehensive Plan. Within the budget document, the divisions responsible for fulfilling these goals provide a narrative outlining their respective objectives and implementation strategies. 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.
- . 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.

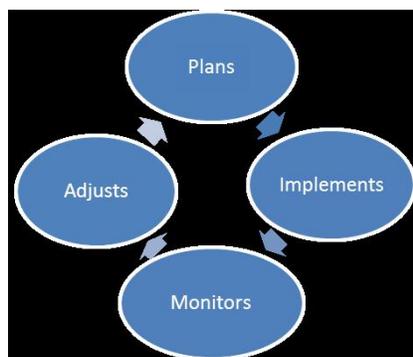
Budget Process and Calendar

The Budget Division within the Department of Finance, is dedicated to the budget processes. Each fall, Budget Division staff prepares and distributes a Procedures Manual outlining departments’ responsibilities for the upcoming budget year. As outlined in that document, all budget requests must be prepared using the standard electronic files distributed by the Budget Division and departments are responsible for adhering to the established due dates. In addition, a series of meetings are held with the departments.

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. 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.

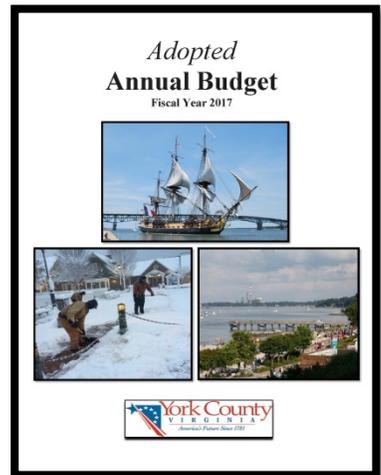
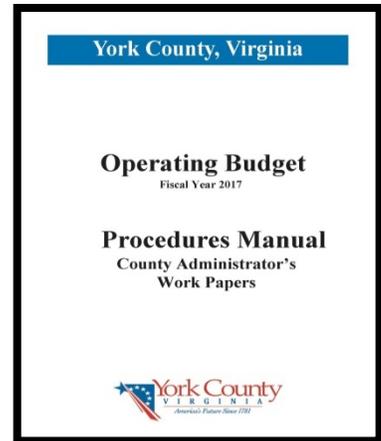
In March, the County Administrator submits a balanced budget proposal to the Board of Supervisors for the next fiscal year to begin July 1. After a series of work sessions with the Board of Supervisors



and public hearings, the budget is amended as necessary and an appropriations resolution by functional level is prepared. Citizens may comment in person at the public hearing, by utilizing a special telephone line and 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 appropriations \$50,000 or more are taken to the Board as separate actions. Appropriations less than \$50,000 do not require Board approval and include 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 among 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:

	June & July	Preparation of departmental files and distribution of CIP forms for the upcoming CIP program.
	August & September	Preparation of departmental files for the upcoming budget season. Departments submit CIP requests. CIP requests are compiled by the Budget Office.
	October	Budget kick-off meeting, procedures manual and instructions distributed to the departments. Agency Funding Request packages are mailed.
	November & December	Department budget requests and Agency Funding requests are submitted to the Budget Office. Budget Office analyzes submittals and makes recommendations to the County Administrator.
	January	Internal Budget Meetings with Budget Committee and Departments. Public Forum on the upcoming budget.
	February	Joint work session between the County's Board of Supervisors and the School Board. Revenue projections and expenditure estimates are provided to the County Administrator.
	March	Media briefing and formal presentation of the Proposed Budget.
	March, April & May	Board of Supervisors' worksessions on various budget topics. Budget, tax assessment (in reassessment years) and tax rate advertised. Public hearings on the budget and tax rates are held.
	May	Operating Budget, CIP and tax rates adopted.

Financial Policies

Introduction

The primary objective of financial management policies is for the Board of Supervisors to create the framework for making sound financial decisions. The County Administrator 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 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.

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, and
- provide a foundation for evaluation and analysis of financial condition.

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,
- the 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,
- *Circular A-133 Audits of States, Local Governments, and Non-Profit Organizations* and the *Compliance Supplement*, issued by the U.S. Office of Management and Budget, Circular A-133,
- the Government Finance Officers Association's Certificate of Achievement for Excellence in Financial Reporting Program,
- the 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, and
- 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.

The audited Comprehensive Annual Financial Report (CAFR) includes funds that do not have a legally adopted budget and therefore are omitted from the annual budget document. These funds include agency funds, enterprise funds whereby depreciation is the only expense, and reserve funds held by the County on the School Division's behalf with no expenses projected in the next year (OPEB Reserve and the Revenue Stabilization Fund).

Annual Budget

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

The General Fund, Special Revenue Funds, Debt Service Funds, Capital Project Funds, Other 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 expenditures balanced with revenues and other funding sources. 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 will submit a balanced budget 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 budget, the Board of Supervisors strives to adopt the budget at its first meeting in May or within thirty days of the receipt by the County of the estimates of state funds, whichever shall occur later. 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.

Revenue

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.

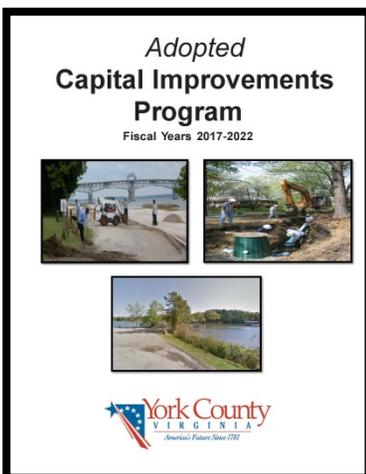
Expenditures

The County's expenditure budget is divided into functional areas (departments). Each department is assigned a Budget Analyst. The Budget Analyst, in coordination with Department Heads, monitors expenditures throughout the fiscal year to ensure compliance with legal requirements and accounting standards.

The County will appropriate a Contingency Budget to provide for unanticipated expenditures that arise during the year. This budget should be established at a minimum of \$50,000. The use of these funds will require the consensus of the Board of Supervisors and the Contingency Budget shall not be considered a source for recurring expenditures.

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 Board's Strategic Priorities, the County's Comprehensive Plan and the Utilities Strategic Capital Plan, as applicable,

- an estimate of the cost and of the anticipated sources of funds for financing the Capital Improvements Program, and
- 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.

Fund Balance

Fund Balance reflects the accumulation of excess revenues over expenditures. 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.

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.

In accordance with the Code of Virginia, legal debt limits do not apply to counties, unless the County elects to be treated as a city for the purpose of incurring debt and issuing bonds. York County has not made such an election and consequently is not subject to debt legal limits.

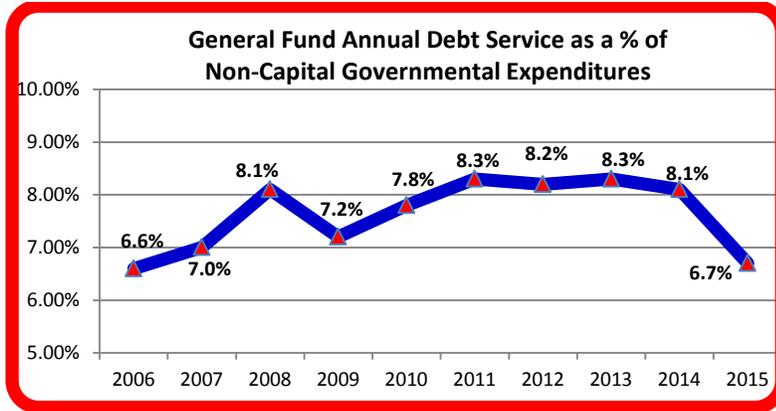
The County will not use long-term debt or tax revenue anticipation notes (TRANS) to fund current operations. The County does not intend to issue bond anticipation notes for a period of longer than three years.

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.

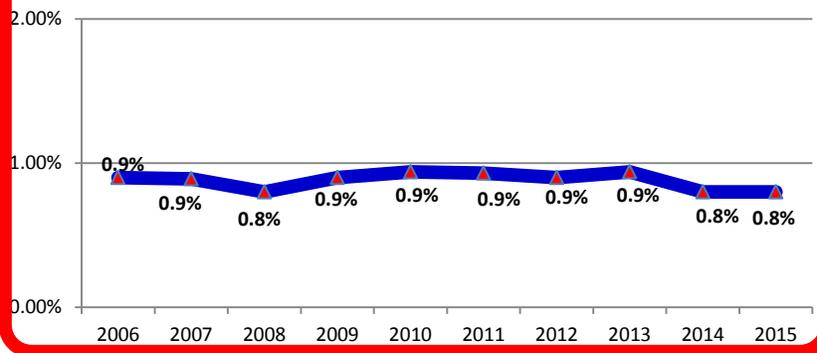
Tax-Supported Debt

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

Annual debt service expenditures for all General Fund supported debt should not exceed 10% of total non-capital governmental expenditures, and



Outstanding Principal of General Fund Debt as % of Taxable Assessed Value



Outstanding principal of General Fund supported debt will not exceed 5% of the net assessed valuation of taxable property.

Policy Review and Update

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

Cash Management

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

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 with 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 2016, Moody's reaffirmed the County's Aa2 rating on its lease revenue debt. 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 2017.

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

Departments	Admin Svc	Judicial Svc.	Public Sfty.	Management Svc.	Educ. & Educ. Svcs.	Human Svc.	Public Works	Comm. Svc	Capital & Non-Dept.
MAJOR FUND									
General	✓	✓	✓	✓	✓	✓	✓	✓	✓
NON-MAJOR FUNDS									
Special Revenue									
Tourism								✓	
Social Services						✓			
Law Library		✓			✓				
Children & Family Svcs.								✓	
Comm. Dev. Auth. Rev. Acct.				✓					
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				✓					
Other Post-Empl. Benefits				✓					✓
Enterprise									
Solid Waste Mgmt.							✓		
Water Utility							✓		
Sewer Utility							✓		
Yorktown Operations				✓					
Regional Radio Project			✓						

Each Department has divisions – for example, the Education and Educational Services Department is responsible for Debt Service for School Operations paid from the School Debt Service Fund.

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, 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

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.

Other Post-Employment Benefits (OPEB) Fund

This fund accounts for subsidy payments for eligible retirees of the County toward health insurance coverage in a plan sponsored by the County. No budget is presented for this fund for FY2017 because the County has joined an OPEB trust fund.

Health & Dental Insurance Fund

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

Enterprise Funds

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.

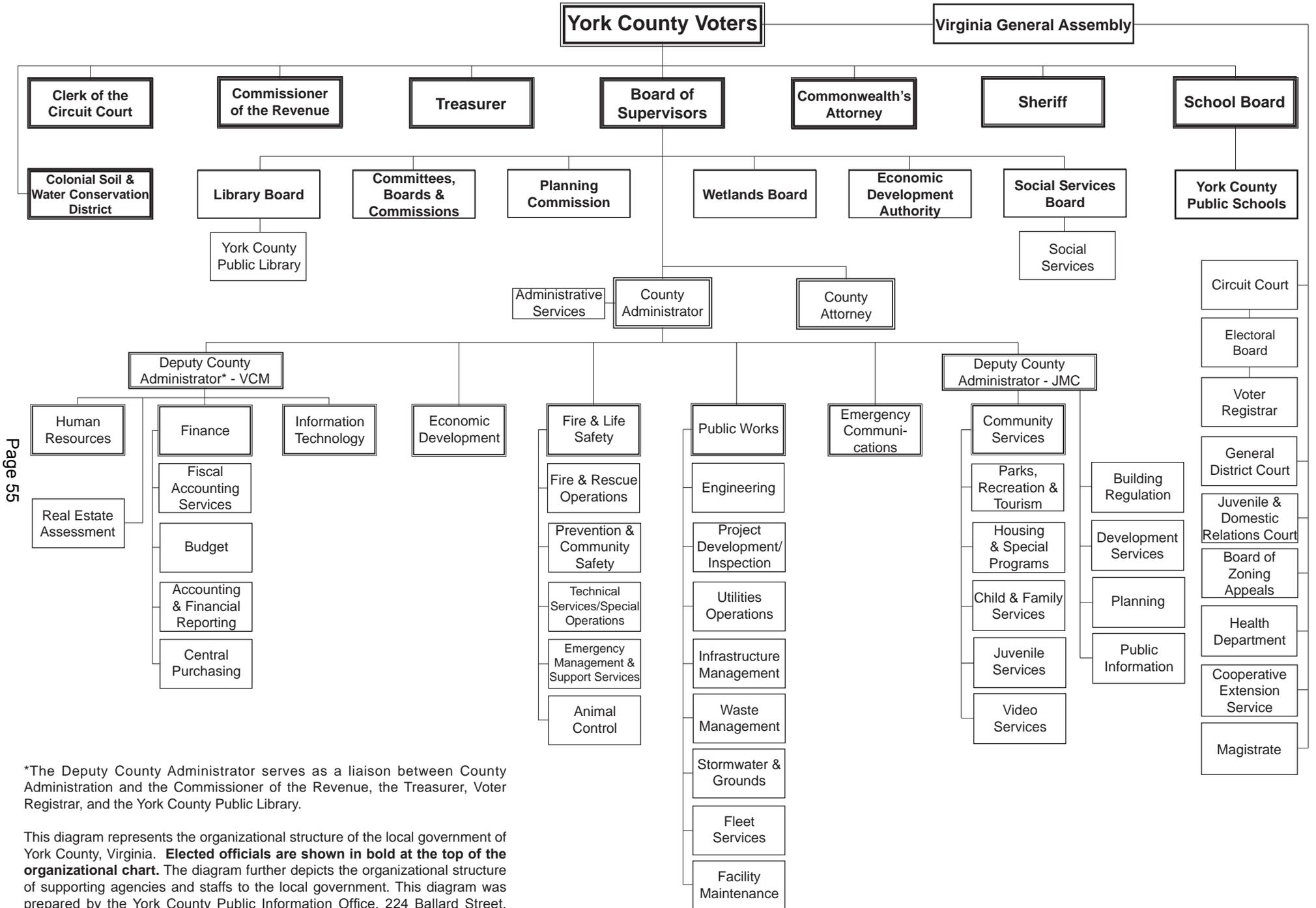
The Comprehensive Annual Financial Report (CAFR) is prepared in conformity with accounting principles generally accepted in the United States of America (GAAP) as applied to government units. The Governmental Accounting Standards Board (GASB) is the accepted primary standard-setting body for establishing 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).

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*The Deputy County Administrator serves as a liaison between County Administration and the Commissioner of the Revenue, the Treasurer, Voter Registrar, and the York County Public Library.

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 supporting agencies and staffs to the local government. 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 February 2016

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**Summary of Funding Sources and Expenditures/Expenses
Fiscal Year 2017 Adopted Budget**

	Major - General Fund	Special Revenue Funds	Debt Service Funds	Capital Project Funds	Internal Service Funds	Enterprise Funds	Grand Total
Revenue							
Local	\$ 119,692,000	\$ 2,370,028	\$ -	\$ 909,087	\$ 15,615,672	\$ 18,880,308	\$ 157,467,095
State and Federal	14,073,000	4,789,405	77,928	575,000	-	290,704	19,806,037
Other Financing Sources	1,824,000	4,561,208	18,463,190	1,819,750	255,800	4,728,181	31,652,129
	<u>\$ 135,589,000</u>	<u>\$ 11,720,641</u>	<u>\$ 18,541,118</u>	<u>\$ 3,303,837</u>	<u>\$ 15,871,472</u>	<u>\$ 23,899,193</u>	<u>\$ 208,925,261</u>
Expenditures/Expenses	<u>\$ 135,589,000</u>	<u>\$ 12,027,387</u>	<u>\$ 18,541,118</u>	<u>\$ 8,461,168</u>	<u>\$ 16,575,531</u>	<u>\$ 20,655,225</u>	<u>\$ 211,849,429</u>
Net Change in Fund Balance/Net Assets	\$ -	\$ (306,746)	\$ -	\$ (5,157,331)	\$ (704,059)	\$ 3,243,968	\$ (2,924,168)
Beginning Fund Balance/Net Assets, July 1, 2016	<u>20,207,959</u>	<u>662,876</u>	<u>-</u>	<u>3,792,880</u>	<u>11,303,822</u>	<u>4,984,393</u>	<u>40,951,930</u>
Ending Fund Balance/Net Assets, June 30, 2017	<u>\$ 20,207,959</u>	<u>\$ 356,130</u>	<u>\$ -</u>	<u>\$ (1,364,451)</u>	<u>\$ 10,599,763</u>	<u>\$ 8,228,361</u>	<u>\$ 38,027,762</u>

**The fund balance for the non-major funds in the aggregate is projected to decrease in fiscal year 2017. 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.*

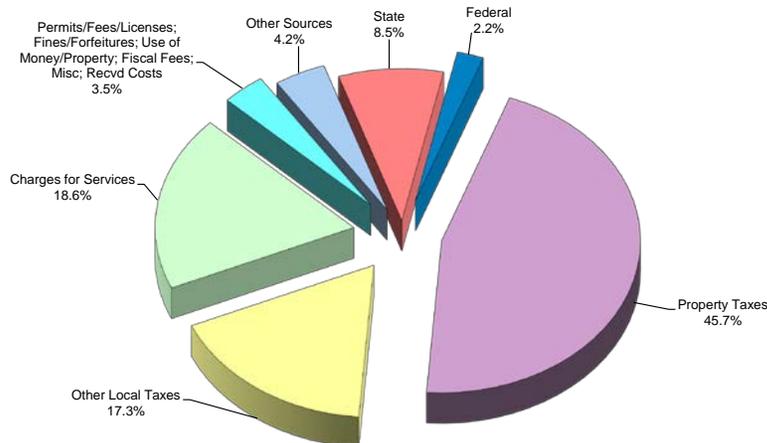
Summary of Funding Sources and Expenditures/Expenses - Net Transfers
Fiscal Year 2017 Adopted Budget**

	Major - General Fund	Special Revenue Funds	Debt Service Funds	Capital Project Funds	Internal Service Funds	Enterprise Funds	Grand Total
Funding Sources							
Revenue							
Local	\$ 119,692,000	\$ 2,370,028	\$ -	\$ 909,087	\$ 15,615,672	\$ 18,880,308	\$ 157,467,095
State and Federal	14,073,000	4,789,405	77,928	575,000	-	290,704	19,806,037
Other Financing Sources	1,824,000	4,561,208	18,463,190	1,819,750	255,800	4,728,181	31,652,129
Less Interfund Transfers	-	(4,561,208)	(9,639,763)	(1,819,750)	(255,800)	(4,728,181)	(21,004,702)
	<u>\$ 135,589,000</u>	<u>\$ 7,159,433</u>	<u>\$ 8,901,355</u>	<u>\$ 1,484,087</u>	<u>\$ 15,615,672</u>	<u>\$ 19,171,012</u>	<u>\$ 187,920,559</u>
Beginning Fund Balance/Net Assets, July 1, 2016	<u>20,207,959</u>	<u>662,876</u>	<u>-</u>	<u>3,792,880</u>	<u>11,303,822</u>	<u>4,984,393</u>	<u>40,951,930</u>
Ending Fund Balance/Net Assets, June 30, 2017	<u>(20,207,959)</u>	<u>(356,130)</u>	<u>-</u>	<u>1,364,451</u>	<u>(10,599,763)</u>	<u>(8,228,361)</u>	<u>(38,027,762)</u>
	<u>\$ 135,589,000</u>	<u>\$ 7,466,179</u>	<u>\$ 8,901,355</u>	<u>\$ 6,641,418</u>	<u>\$ 16,319,731</u>	<u>\$ 15,927,044</u>	<u>\$ 190,844,727</u>
Expenditures/Expenses							
Expenditures/Expenses	\$ 135,589,000	\$ 12,027,387	\$ 18,541,118	\$ 8,461,168	\$ 16,575,531	\$ 20,655,225	\$ 211,849,429
Less Interfund Transfers	(21,603,058)	(565,827)	-	(1,400,000)	(41,394)	(366,826)	(23,977,105)
	<u>\$ 113,985,942</u>	<u>\$ 11,461,560</u>	<u>\$ 18,541,118</u>	<u>\$ 7,061,168</u>	<u>\$ 16,534,137</u>	<u>\$ 20,288,399</u>	<u>\$ 187,872,324</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 the lodging tax, meals tax and debt service payments. Interfund transfers have been netted from the total budget figures shown above to eliminate duplication of transactions.*

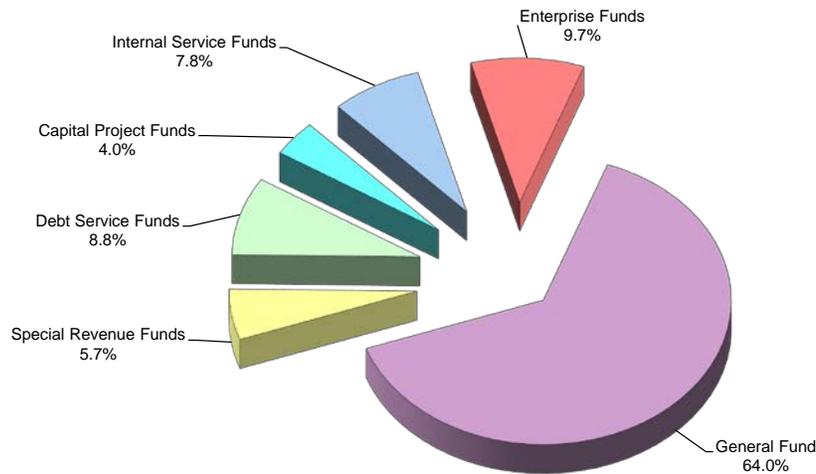
**Summary of Funding Sources By Type
Fiscal Year 2017**

Description	FY2013 Actual Revenues	FY2014 Actual Revenues	FY2015 Actual Revenues	FY2016 Original Revenues	FY2016 Estimated Revenues	FY2017 Adopted Revenues
General Fund (Major)						
Property Taxes	\$ 79,699,605	\$ 80,751,401	\$ 81,598,860	\$ 82,291,000	\$ 82,291,000	\$ 84,049,000
Other Local Taxes	28,251,914	29,156,479	29,560,060	29,768,700	29,768,700	30,241,000
Permits, Fees and Regulatory Licenses	659,659	818,221	882,569	854,470	854,470	840,000
Fines and Forfeitures	335,974	298,754	277,108	314,300	314,300	285,000
Use of Money and Property	292,187	458,597	457,284	450,600	450,600	469,000
Charges for Services	2,124,852	2,131,183	1,924,050	2,224,210	2,243,263	1,999,000
Fiscal Agent Fees & Administration	206,847	209,372	209,173	200,400	200,400	220,000
Miscellaneous	235,912	234,233	279,004	182,800	220,996	187,000
Recovered Costs	1,341,965	1,517,034	1,383,164	1,402,752	1,408,721	1,402,000
State	13,259,101	13,558,528	13,612,890	13,489,177	13,602,580	13,632,000
Federal	862,903	496,560	594,135	363,681	1,377,176	441,000
Other Sources	3,401,481	5,692,094	2,711,831	1,859,191	1,859,191	1,824,000
	<u>130,672,400</u>	<u>135,322,456</u>	<u>133,490,128</u>	<u>133,401,281</u>	<u>134,591,397</u>	<u>135,589,000</u>
Non-major Funds (Aggregate)						
Property Taxes	372,308	373,726	378,691	378,000	378,000	400,603
Other Local Taxes	1,760,450	1,734,935	1,758,003	1,718,000	1,718,000	1,705,000
Fines and Forfeitures	8,081	7,797	6,684	7,000	7,000	7,000
Use of Money and Property	1,518,892	431,013	361,431	438,337	448,337	423,426
Charges for Services	17,229,095	19,189,693	29,128,537	31,169,454	31,169,454	32,471,972
Miscellaneous	1,367,180	2,205,715	1,771,461	1,550,227	1,550,227	2,346,827
Recovered Costs	331,054	395,909	563,222	367,803	390,486	340,267
State	2,329,003	1,908,861	1,296,703	2,152,743	2,220,271	2,148,150
Federal	3,773,843	3,416,703	4,106,703	3,880,507	5,030,184	3,584,887
Other Sources	26,945,918	33,573,004	34,943,895	42,225,225	42,791,680	29,908,129
	<u>55,635,824</u>	<u>63,237,356</u>	<u>74,315,330</u>	<u>83,887,296</u>	<u>85,703,639</u>	<u>73,336,261</u>
Total						
Property Taxes	\$ 80,071,913	\$ 81,125,127	\$ 81,977,551	\$ 82,669,000	\$ 82,669,000	\$ 84,449,603
Other Local Taxes	30,012,364	30,891,414	31,318,063	31,486,700	31,486,700	31,946,000
Permits, Fees and Regulatory Licenses	659,659	818,221	882,569	854,470	854,470	840,000
Fines and Forfeitures	344,055	306,551	283,792	321,300	321,300	292,000
Use of Money and Property	1,811,079	889,610	818,715	888,937	898,937	892,426
Charges for Services	19,353,947	21,320,876	31,052,587	33,393,664	33,412,717	34,470,972
Fiscal Agent Fees & Administration	206,847	209,372	209,173	200,400	200,400	220,000
Miscellaneous	1,603,092	2,439,948	2,050,465	1,733,027	1,771,223	2,533,827
Recovered Costs	1,673,019	1,912,943	1,946,386	1,770,555	1,799,207	1,742,267
State	15,588,104	15,467,389	14,909,593	15,641,920	15,822,851	15,780,150
Federal	4,636,746	3,913,263	4,700,838	4,244,188	6,407,360	4,025,887
Other Sources	30,347,399	39,265,098	37,655,726	44,084,416	44,650,871	31,732,129
	<u>186,308,224</u>	<u>198,559,812</u>	<u>207,805,458</u>	<u>217,288,577</u>	<u>220,295,036</u>	<u>208,925,261</u>
Transfers	(22,318,975)	(22,345,294)	(23,046,793)	(22,523,629)	(22,523,629)	(23,977,105)
Total - Net	<u>163,989,249</u>	<u>176,214,518</u>	<u>184,758,665</u>	<u>194,764,948</u>	<u>197,771,407</u>	<u>184,948,156</u>
Projected Fund Balance, beginning				50,588,244	50,588,244	40,951,930
Projected Fund Balance, ending				(45,290,518)	(40,951,930)	(38,027,762)
				<u>200,062,674</u>	<u>207,407,721</u>	<u>187,872,324</u>



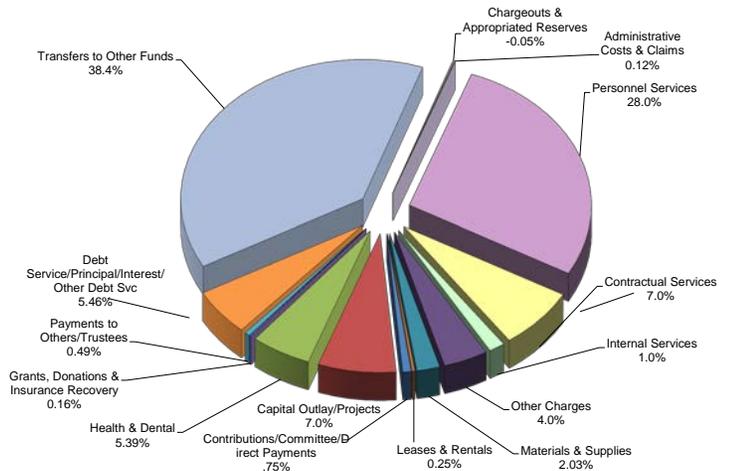
**Summary of Expenditures/Expenses by Function
Fiscal Year 2017**

Description	FY2013 Actual Expenditures/ Expenses	FY2014 Actual Expenditures/ Expenses	FY2015 Actual Expenditures/ Expenses	FY2016 Original Expenditures/ Expenses	FY2016 Estimated Expenditures/ Expenses	FY2017 Adopted Expenditures/ Expenses
General Fund						
Administrative Services	\$ 3,632,301	\$ 3,783,344	\$ 3,725,886	\$ 4,228,846	\$ 4,228,846	\$ 4,417,311
Judicial Services	2,565,903	2,635,050	2,662,722	2,773,060	2,773,060	2,767,177
Public Safety	28,804,033	29,428,938	29,935,534	31,598,547	31,598,547	32,336,379
Management Services	8,074,547	8,298,907	8,161,131	9,021,796	9,021,796	9,280,729
Education & Educational Services	59,234,735	60,479,632	60,970,309	60,511,614	60,511,614	60,998,627
Human Services	2,836,107	2,697,350	3,179,237	3,619,212	3,619,212	3,687,324
Public Works	7,978,889	8,235,223	8,323,713	8,996,413	8,996,413	8,858,589
Community Services	2,698,036	2,815,919	2,812,083	2,937,582	3,898,116	3,033,435
Capital Outlay & Fund Transfers	7,225,008	7,275,359	7,722,706	8,283,419	8,283,419	9,371,919
Non-Departmental	1,135,960	1,091,438	1,449,701	1,430,792	1,430,792	837,510
Special Revenue Funds						
Tourism Fund	2,767,097	3,114,206	3,112,584	3,070,536	3,070,536	3,241,800
Social Services Fund	5,081,272	5,311,213	5,309,932	6,449,347	6,449,347	6,212,587
Law Library Fund	7,104	7,812	8,100	9,000	9,000	8,400
Children and Family Services Fund	1,276,682	1,198,959	1,297,003	1,407,641	1,407,641	1,556,747
Community Development Authority Revenue Account Fund	1,072,036	1,056,883	1,029,926	1,046,000	1,046,000	1,007,853
Debt Service Funds						
County Debt Service Fund	2,694,916	13,378,554	2,582,634	2,756,819	2,756,819	3,141,119
School Debt Service Fund	7,677,181	8,021,017	17,115,428	28,145,587	18,887,587	15,399,999
Capital Project Funds						
Stormwater Management Fund	696,880	548,296	2,355,779	1,717,390	1,719,182	889,668
Yorktown Capital Improvements Fund	22,392	-	-	-	248,264	-
County Capital Fund	2,070,554	7,138,346	4,793,188	4,902,504	15,831,360	7,571,500
Internal Service Funds						
Workers' Compensation Fund	155,352	298,563	502,271	255,800	255,800	255,800
Revenue Stabilization Reserve Fund	-	-	-	450,000	450,000	900,000
Vehicle Maintenance Fund	4,445,784	3,993,456	3,702,014	4,563,484	4,563,484	4,014,442
Other Post-Employment Benefits Fund	1,234,801	1,642,514	1,732,130	1,955,558	1,955,558	-
Health & Dental Insurance Fund	-	-	8,683,946	10,902,282	10,902,282	11,405,289
Enterprise Funds						
Solid Waste Management Fund	4,532,865	4,674,386	4,138,531	4,646,019	4,646,019	4,695,510
Water Utility Fund	515,286	343,865	334,024	383,200	4,846,801	1,864,166
Sewer Utility Fund	17,506,785	7,976,058	8,194,557	13,663,025	13,663,025	11,237,808
Yorktown Operations Fund	98,893	74,719	78,100	93,692	93,692	90,603
Regional Radio Project Fund	2,402,484	2,494,443	2,585,457	2,767,138	2,767,138	2,767,138
Total	178,443,883	188,014,450	196,498,626	222,586,303	229,931,350	211,849,429
Transfers	(22,318,975)	(22,345,294)	(23,046,793)	(22,523,629)	(22,523,629)	(23,977,105)
Total - Net	<u>\$ 156,124,908</u>	<u>\$ 165,669,156</u>	<u>\$ 173,451,833</u>	<u>\$ 200,062,674</u>	<u>\$ 207,407,721</u>	<u>\$ 187,872,324</u>



**Summary of Expenditures/Expenses by Type
Fiscal Year 2017**

Description	FY2013 Actual Expenditures/ Expenses	FY2014 Actual Expenditures/ Expenses	FY2015 Actual Expenditures/ Expenses	FY2016 Original Expenditures/ Expenses	FY2016 Estimated Expenditures/ Expenses	FY2017 Adopted Expenditures/ Expenses
General Fund (Major)						
Personnel Services	\$ 42,321,958	\$ 43,414,289	\$ 44,130,152	\$ 46,662,664	\$ 46,662,664	\$ 46,819,638
Contractual Services	8,199,632	8,521,083	8,671,074	9,302,218	9,302,218	9,512,842
Internal Services	2,444,050	2,411,620	2,344,375	2,745,222	2,745,222	2,427,242
Other Charges	2,607,655	2,676,204	2,694,900	2,991,969	2,991,969	3,167,046
Materials & Supplies	1,227,125	1,296,116	1,388,847	1,425,843	1,425,843	1,695,086
Leases & Rentals	422,280	405,596	403,801	433,899	433,899	430,781
Contributions/Committees/Direct Payments	26,260	27,279	35,125	30,000	30,000	56,358
Capital Outlay	465,835	400,333	347,117	531,570	531,570	584,426
Grants & Donations	189,553	167,685	137,361	263,747	1,224,281	302,000
Transfers to Other Funds	66,413,997	67,544,021	68,903,545	69,124,570	69,124,570	70,689,346
Appropriation Reserves	21,002	8,081	17,848	50,000	50,000	50,000
Chargeouts	(153,828)	(131,147)	(131,123)	(160,421)	(160,421)	(145,765)
	<u>124,185,519</u>	<u>126,741,160</u>	<u>128,943,022</u>	<u>133,401,281</u>	<u>134,361,815</u>	<u>135,589,000</u>
Non-major Funds (Aggregate)						
Personnel Services	9,691,800	9,958,845	10,247,576	11,372,074	11,372,074	11,686,917
Contractual Services	4,994,179	5,151,688	5,467,346	5,392,080	5,393,872	5,571,857
Internal Services	534,436	538,199	531,410	651,781	651,781	552,277
Other Charges	5,279,345	5,302,845	4,847,400	5,162,039	5,162,039	5,189,811
Materials & Supplies	2,900,462	2,652,338	2,362,248	2,993,715	2,993,715	2,628,520
Leases & Rentals	86,162	95,316	111,394	104,070	104,070	107,675
Contributions/Committees/Direct Payments	1,231,988	1,386,921	1,267,334	1,886,485	1,886,485	1,529,985
Capital Outlay/Projects	13,744,433	8,339,428	7,829,220	13,630,096	29,270,817	12,890,673
Fundraisers	136	-	-	-	-	-
Other Post-Employment Benefits	1,234,801	1,642,514	1,732,130	1,955,558	1,955,558	-
Health	-	-	8,209,966	10,330,054	10,330,054	10,824,289
Dental	-	-	473,980	572,228	572,228	581,000
Grants, Donations & Insurance Recovery	36,994	43,910	27,871	30,000	30,000	30,000
Payments to Others	-	-	1,000	171,921	171,921	176,134
Payments to Trustee	872,036	906,883	879,926	896,000	896,000	855,603
Debt Service	2,059,905	2,087,353	2,116,590	2,078,705	2,078,705	1,740,010
Transfers to Other Funds	1,064,238	11,969,032	10,737,230	22,800,010	13,280,010	11,812,760
Administration Costs & Claims	59,565	63,139	66,461	72,000	72,000	79,000
Claims	95,787	235,424	435,810	183,800	183,800	176,800
Principal	6,518,020	7,154,931	6,848,551	5,392,042	5,392,042	6,107,381
Interest	3,846,627	3,548,035	3,328,289	3,498,964	3,498,964	3,524,787
Other Debt Service	7,450	196,489	8,050	11,400	11,400	11,950
Issue Costs	-	-	8,500	-	262,000	183,000
Underwriter Discount	-	-	17,322	-	-	-
	<u>54,258,364</u>	<u>61,273,290</u>	<u>67,555,604</u>	<u>89,185,022</u>	<u>95,569,535</u>	<u>76,260,429</u>
Total						
Personnel Services	\$ 52,013,758	\$ 53,373,134	\$ 54,377,728	\$ 58,034,738	\$ 58,034,738	\$ 58,506,555
Contractual Services	13,193,811	13,672,771	14,138,420	14,694,298	14,696,090	15,084,699
Internal Services	2,978,486	2,949,819	2,875,785	3,397,003	3,397,003	2,979,519
Other Charges	7,887,000	7,979,049	7,542,300	8,154,008	8,154,008	8,356,857
Materials & Supplies	4,127,587	3,948,454	3,751,095	4,419,558	4,419,558	4,323,606
Leases & Rentals	508,442	500,912	515,195	537,969	537,969	538,456
Contributions/Committees/Direct Payments	1,258,248	1,414,200	1,302,459	1,916,485	1,916,485	1,586,343
Capital Outlay/Projects	14,210,268	8,739,761	8,176,337	14,161,666	29,802,387	13,475,099
Fundraisers	136	-	-	-	-	-
Other Post-Employment Benefits	1,234,801	1,642,514	1,732,130	1,955,558	1,955,558	-
Health	-	-	8,209,966	10,330,054	10,330,054	10,824,289
Dental	-	-	473,980	572,228	572,228	581,000
Grants, Donations & Insurance Recovery	226,547	211,595	165,232	293,747	1,254,281	332,000
Payments to Others	-	-	1,000	171,921	171,921	176,134
Payments to Trustee	872,036	906,883	879,926	896,000	896,000	855,603
Debt Service	2,059,905	2,087,353	2,116,590	2,078,705	2,078,705	1,740,010
Transfers to Other Funds	67,478,235	79,513,053	79,640,775	91,924,580	82,404,580	82,502,106
Administration Costs & Claims	59,565	63,139	66,461	72,000	72,000	79,000
Claims	95,787	235,424	435,810	183,800	183,800	176,800
Appropriation Reserves	21,002	8,081	17,848	50,000	50,000	50,000
Principal	6,518,020	7,154,931	6,848,551	5,392,042	5,392,042	6,107,381
Interest	3,846,627	3,548,035	3,328,289	3,498,964	3,498,964	3,524,787
Other Debt Service	7,450	196,489	8,050	11,400	11,400	11,950
Issue Costs	-	-	8,500	-	262,000	183,000
Underwriter Discount	-	-	17,322	-	-	-
Chargeouts	(153,828)	(131,147)	(131,123)	(160,421)	(160,421)	(145,765)
	<u>178,443,883</u>	<u>188,014,450</u>	<u>196,498,626</u>	<u>222,586,303</u>	<u>229,931,350</u>	<u>211,849,429</u>
Transfers	(22,318,975)	(22,345,294)	(23,046,793)	(22,523,629)	(22,523,629)	(23,977,105)
Total - Net	<u>156,124,908</u>	<u>165,669,156</u>	<u>173,451,833</u>	<u>200,062,674</u>	<u>207,407,721</u>	<u>187,872,324</u>



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

		Actual FY2013	Actual FY2014	Actual FY2015	Original FY2016	Estimated FY2016	Adopted FY2017	Change	
General Fund	Fund 10								
Board of Supervisors	10111	1.00	1.00	1.00	1.00	1.00	1.00	-	
County Administration	10121	4.50	4.50	4.50	4.50	4.50	4.50	-	
Public Information & Community Relations	10122	2.00	1.00	1.00	2.00	3.00	4.00	2.00	(1)
Video Services	10123	4.50	5.50	5.50	5.50	5.50	5.50	-	
County Attorney	10124	3.00	3.00	3.00	3.00	3.00	3.00	-	
General Registrar's Office	10131	3.50	3.50	3.50	3.50	3.50	3.50	-	
Circuit Court	20211	1.50	1.50	1.50	1.50	1.50	1.50	-	
Clerk of the Circuit Court	20214	14.00	14.00	14.00	14.00	14.00	14.00	-	
Commonwealth's Attorney	20221	11.50	11.50	11.50	11.50	11.50	11.50	-	
Victim-Witness Assistance Program	20222	3.00	3.00	3.00	3.00	3.00	3.00	-	
Domestic Violence Program	20223	1.00	0.75	0.75	0.75	0.75	0.75	-	
General Operations	30311	14.50	14.50	14.50	14.50	15.50	15.50	1.00	(2)
Law Enforcement	30312	58.00	58.00	57.00	57.00	56.00	57.00	-	(2)
Investigations	30313	16.00	16.00	16.00	16.00	16.00	16.00	-	
Civil Operations/Court Security	30314	18.00	18.00	18.00	18.00	18.00	18.00	-	
School Resource Officers	30316	4.00	4.00	5.00	5.00	5.00	5.00	-	
Fire & Life Safety Administration	30320	1.50	1.50	1.50	1.50	1.50	1.50	-	
Fire & Rescue Operations	30321	127.00	127.00	130.00	130.00	130.00	130.00	-	
Technical Services & Special Operations	30322	4.00	4.00	4.00	4.00	4.00	4.00	-	
Prevention & Community Safety	30323	3.00	3.00	3.00	3.00	3.00	3.00	-	
Animal Control	30352	3.00	3.00	3.00	3.00	3.00	3.00	-	
Emergency Management & Support Services	30355	1.50	1.50	1.50	1.50	1.50	1.50	-	
Emergency Communications *	30356	40.50	40.50	40.50	41.50	41.50	42.50	1.00	(3)
Environmental Services Administration	40119	2.00	2.00	2.00	2.00	-	-	(2.00)	(4)
Building Regulation	40341	13.00	13.00	13.00	13.00	13.00	13.00	-	
Stormwater Operations	40446	16.80	16.80	16.80	16.80	16.80	-	(16.80)	(4)
Stormwater Engineering	40447	7.50	7.50	7.50	7.50	7.75	-	(7.50)	(4)
Mosquito Control	40512	3.00	3.00	3.00	3.00	2.50	-	(3.00)	(4)
Development Services	40816	9.00	9.00	9.00	9.00	9.00	9.00	-	
Finance	50119	2.00	2.00	2.00	2.00	2.00	2.25	0.25	(5)
Information Technology	50121	16.50	16.50	16.50	16.50	16.50	17.50	1.00	(6)
Human Resources	50122	5.50	5.50	5.50	5.50	6.50	6.50	1.00	(7)
Accounting & Financial Reporting	50123	-	-	-	-	4.00	4.00	4.00	(8)
Budget	50124	5.00	6.00	6.00	6.00	4.00	4.00	(2.00)	(8)
Fiscal Accounting Services	50125	11.00	11.00	11.00	11.00	10.00	10.00	(1.00)	(8)
Commissioner of the Revenue	50126	17.25	17.25	17.25	17.25	17.25	17.25	-	
Treasurer	50127	12.00	12.00	12.00	12.00	12.00	12.00	-	
Real Estate Assessment	50128	7.00	7.00	7.00	7.00	7.00	7.00	-	
Central Purchasing	50129	5.00	5.00	5.00	5.00	5.00	5.00	-	
Planning	50811	4.50	4.50	4.50	4.50	4.25	4.25	(0.25)	(4)
Office of Economic Development	50920	3.00	3.00	3.00	3.00	3.00	3.00	-	
Library Services	60731	32.00	32.00	32.00	32.00	32.00	32.00	-	
Public Works Administration	70119	2.00	2.00	2.00	2.00	4.00	4.00	2.00	(4)
Facility Maintenance	70431	17.00	18.70	18.00	18.00	17.00	17.00	(1.00)	(4)
Grounds Maintenance & Construction	70434	36.40	36.40	39.10	41.10	40.00	40.00	(1.10)	(4)
Stormwater Operations	70446	-	-	-	-	-	16.80	16.80	(4)
Stormwater Engineering	70447	-	-	-	-	-	7.75	7.75	(4)
Mosquito Control	70512	-	-	-	-	-	3.00	3.00	(4)
Community Services Administration	81119	2.00	2.00	2.00	2.00	3.00	3.00	1.00	(4)
Housing and Special Programs	81547	10.00	10.00	9.00	9.00	9.00	9.00	-	
Parks, Recreation & Tourism	81712	13.00	13.00	13.00	12.00	12.00	12.00	-	(4)
Total General Fund	Fund 10	592.95	595.40	599.40	602.40	603.80	608.55	6.15	
Tourism Fund	Fund 8	2.00	2.00	2.00	3.00	3.00	3.00	-	
Social Services Fund	Fund 13	58.45	57.45	57.45	59.70	59.70	60.20	0.50	(9)
Children & Family Services Fund	Fund 51	22.20	22.20	22.20	22.20	22.20	22.20	(0.00)	
Vehicle Maintenance Fund	Fund 12	11.60	11.60	11.60	10.60	11.00	11.00	0.40	(4)
Solid Waste Management Fund	Fund 21	12.20	12.20	12.20	12.20	12.70	12.70	0.50	(4)
Sewer Utility Fund	Fund 25	57.25	57.25	57.75	57.75	59.05	59.05	1.30	(4)
Yorktown Operations Fund	Fund 28	-	0.30	0.30	0.30	-	-	(0.30)	(4)
Total Entity		756.65	758.40	762.90	768.15	771.45	776.70	8.55	
Total County (Less Social Services**)		698.20	700.95	705.45	708.45	711.75	716.50	8.05	

* Includes 14 dispatchers from the Poquoson and Williamsburg mergers.

** Social Services are State employees.

Changes from FY2016 Original Budget to FY2017 Adopted Budget:

(1) Funding is provided for a Public Information and Community Relations Manager and for the reallocation of one full-time Web Support Specialist position moved from Information Technology (50121).

(2) A reorganization in Law Enforcement shifted a vacant deputy position from 30312 (Sheriff Patrol) to 30311 (Sheriff General Operations); an additional position has been funded in FY17 in 30312.

(3) Funding is provided in FY17 for 1 additional Dispatcher position.

(4) County wide reorganization of positions and General Services retitled to Public Works.

(5) Reallocation of a 0.25 position from 10121 (County Administration).

(6) Funding is provided in FY17 for an additional Software Support Engineer; a reallocation for Web Support Specialist moved to 10122 and a new position in FY16 was provided for a Network Engineer.

(7) Funding is provided for an additional Human Resources Analyst II position.

(8) Reallocation of personnel from Budget (50124) and Fiscal Accounting Services (50125) to Accounting & Financial Reporting (50123) to align work load.

(9) Funding is provided for a part-time Human Services Assistant II position.

Recap of FTE positions of FY16 changes versus FY2017 Adopted

Positions filled by administrative action in FY2016:

<u>Department/Division</u>	<u>Classification Title</u>	<u>FTE</u>
Information Technology	Network Engineer	1.00
Human Resources	Human Resources Analyst	1.00
Finance	Chief of Accounting & Financial Reporting	1.00
	Sub-total	<u>3.00</u>

Adopted new positions in FY2017:

Information Technology	Software Support Engineer	1.00
Emergency Communications	Dispatcher	1.00
Public Works	Mosquito Control Technician	0.50
Commonwealth's Attorney	Administrative Assistant II	0.25
Public Information & Community Relations	Public Information & Community Relations Manager	1.00
Sheriff	Deputy	1.00
Information Technology	Computer Systems Analyst	0.30
	Sub-total	<u>5.05</u>
	Total New Positions	<u><u>8.05</u></u>

Authorized un-funded positions eliminated in FY17 (unfunded positions are not included in the funded FTE's):

Community Services	Home Health Aide	(-1.00)
Clerk of Circuit Court	Administrative Assistant I	(-0.75)
Fire & Life Safety	Administrative Assistant II	(-1.00)
Development Services	Planner I	(-2.00)
Real Estate	Real Estate Appraiser	(-1.00)
Library	Librarian I	(-1.00)
Children & Family Services	Administrative Assistant I	(-1.00)
Finance	Senior Mail/Distribution Clerk	(-0.50)
	Total Eliminated Positions	<u><u>(-8.25)</u></u>
	Net Positions	<u><u>(-.20)</u></u>

Overhires approved through attrition savings:

Emergency Communications	Dispatcher	1.00
Fire & Life Safety	Firefighter	2.00
	Total	<u><u>3.00</u></u>

SCHEDULE OF DEBT OBLIGATIONS

	<u>Maturity</u>	<u>Original Issue</u>	<u>Principal Outstanding 7/1/2016</u>	<u>2017</u>			<u>Total Requirements</u>
				<u>Principal</u>	<u>Interest</u>	<u>Other Debt Service Expenditures/ Expenses</u>	
<u>Debt Service Funds</u>							
<u>General Obligation Bonds</u>							
1997 VPSA School Bonds	7/15/2017	15,000,000	2,305,000	1,125,000	91,046	550	1,216,596
2003 VPSA School Bonds	7/15/2022	7,715,000	3,555,000	435,000	164,700	550	600,250
2004 VPSA School Bonds	7/15/2023	3,875,000	2,030,000	210,000	97,775	550	308,325
2005 VPSA School Bonds	7/15/2025	14,905,000	9,285,000	730,000	441,233	550	1,171,783
2009 VPSA School Bonds	7/15/2029	4,180,000	3,220,000	185,000	111,203	1,000	297,203
2010 VPSA Qualified School Construction Bonds	6/1/2027	1,120,000	730,000	65,000	55,117	1,000	121,117
2012 VPSA School Bonds	7/15/2032	6,925,000	6,250,000	245,000	280,964	1,000	526,964
2014 VPSA School Bonds	1/15/2035	8,530,000	8,335,000	275,000	353,949	1,000	629,949
2014B VPSA Refunding School Bonds	7/15/2026	8,290,000	7,315,000	525,000	315,917	550	841,467
2015A VPSA Refunding School Bonds	7/15/2028	4,305,000	4,090,000	225,000	208,290	700	433,990
2016 VPSA School Bonds	7/15/2036	<u>12,780,000</u>	<u>12,780,000</u>	<u>-</u>	<u>350,000</u>	<u>1,000</u>	<u>351,000</u>
		<u>87,625,000</u>	<u>59,895,000</u>	<u>4,020,000</u>	<u>2,470,194</u>	<u>8,450</u>	<u>6,498,644</u>
<u>Capital Leases</u>							
2010 E911 Equipment/Computer Aided Dispatch	12/1/2020	<u>3,035,627</u>	<u>2,107,628</u>	<u>397,381</u>	<u>78,509</u>	<u>-</u>	<u>475,890</u>
<u>Lease Revenue Bonds</u>							
2014 Lease Revenue Refunding Bonds	7/15/2023	9,865,000	7,795,000	995,000	296,050	2,500	1,293,550
2008 Lease Revenue	10/1/2029	<u>17,230,000</u>	<u>13,600,000</u>	<u>695,000</u>	<u>675,679</u>	<u>1,000</u>	<u>1,371,679</u>
		<u>27,095,000</u>	<u>21,395,000</u>	<u>1,690,000</u>	<u>971,729</u>	<u>3,500</u>	<u>2,665,229</u>
<u>Revenue Bonds</u>							
2005 Sewer Revenue Refunding Bonds	6/1/2029	8,575,000	6,075,000	365,000	264,888	2,500	632,388
1992 Lackey Revenue Bonds	5/14/2032	600,000	386,962	16,277	19,147	-	35,424
2010 Sewer Revenue Bonds	6/1/2040	<u>15,280,000</u>	<u>14,600,000</u>	<u>155,000</u>	<u>914,998</u>	<u>2,200</u>	<u>1,072,198</u>
		<u>24,455,000</u>	<u>21,061,962</u>	<u>536,277</u>	<u>1,199,033</u>	<u>4,700</u>	<u>1,740,010</u>
Total All Issues		<u>\$ 142,210,627</u>	<u>\$ 104,459,590</u>	<u>\$ 6,643,658</u>	<u>\$ 4,719,465</u>	<u>\$ 16,650</u>	<u>\$ 11,379,773</u>

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Capital Improvements Program

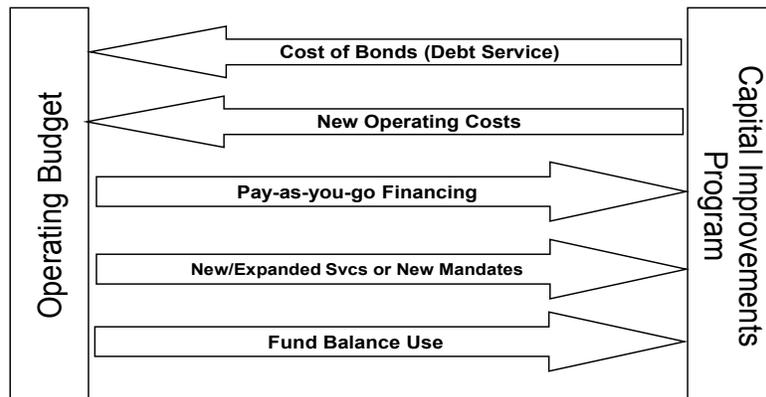
The County's Capital Improvements Program (CIP) is a six-year plan which addresses both repair and replacement of existing infrastructure as well as the construction or acquisition of new facilities and equipment to accommodate current and future demands for service. Each year a resolution is adopted to approve the CIP as a long range planning document. In addition the current year's budget is appropriated. A given capital project must have an estimated expected useful life that exceeds one year and have a cost of at least \$30,000 to qualify for inclusion in the CIP.

Capital expenditures are accounted for in their respective funds, including the general fund, the capital projects funds, the internal service fund, and the enterprise funds. The General Fund contains projects related to general governmental services in areas such as administrative services, facilities maintenance, public safety, parks and recreation, social services and stormwater projects. The Internal Service Fund reflects the projects in support of the County's vehicle maintenance operations. Its customers are user departments of the County and other governmental entities and these projects are funded primarily from user charges and interest earnings. Solid waste, water and sewer projects may be found in the Enterprise Funds section.

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, revenue from other governmental agencies and user fees. Debt funding may include general obligation bonds, revenue bonds or lease financing.

Projects are prioritized based on need and ability to pay. Certain requests are compared to an Office Space Needs Study, prepared by the County's Planning Division, and preliminary recommendations are made based on this analysis. The Board of Supervisors adopts a separate, biennial Utilities Strategic Capital Plan for water, sewer, and stormwater projects and those projects are incorporated into the County's overall CIP plan. All projects that are recommended are run through a funding model to determine affordability. The funding model includes undesignated fund balance available for capital needs and anticipated funding streams over the next six years, to determine affordability. Prior to final approval, projects are reviewed by the Planning Commission for conformance with the Comprehensive Plan.

As this graphic illustrates, there is a close linkage between the Operating Budget and the Capital Improvements Program.



For example, various highway & transportation improvements may impact Public Works by adding to the acreage that must be maintained (mowing, landscaping etc.). Equipment replacements and maintenance projects increase efficiencies, reduce utility costs, save on expensive repairs, lessen downtime (increasing productivity) and extend the useful lives of facilities County-wide.



Details on the capital projects are located in a separate CIP document. A summary of the County's six-year CIP (FY2017-FY2022) is located in a schedule following this narrative.

The aggregate budgeted amount of capital expenditures for FY2017 is \$6,575,000, for all projects for the General Fund and County Capital Fund projects. A project is considered significant if it has a considerable impact on the operating budget or if the project is infrequent in occurrence. Projects that meet this criteria are separately identified in the below summary.

Significant Nonrecurring Capital Projects

The County Capital Fund includes the following significant, nonrecurring projects:



· Sheriff Firing Range (\$250,000): Funding is to build a 30 lane, outdoor firing range facility with future expansion capacity.

· Carver Gardens Water (\$1,500,000): The Carver Gardens Water project will provide a completely new water distribution system constructed for 110 properties in a neighborhood that is currently served by a private company, York Public Utilities. Upon completion of the construction, the water facilities will be turned over to Newport News Waterworks for operation and maintenance. This project is funded by the General Fund (\$1,200,000) and the Water Utility Fund (\$300,000).

New Integrated Library System (\$100,000): Funding is for the purchase of new cloud hosted Integrated Library System/Information Management System software. This software will replace the current 20 year software which is nearing its end-of-life. The new software will run the entire library including circulation, patron database, online catalog and acquisitions.



Old Wormley Creek Boat Landing (\$95,000): Funding provides for improvements and upgrading to this waterway access facility. Work will include replacement of the existing wooden pier with a floating concrete pier and lighting for the ramp and parking areas. No significant ramp improvements have been made to this facility in over 25 years. Grant opportunities will be sought and pursued as a potential funding source for this project.

Whitakers Mill Commercial Proffer (\$350,000): The Whitakers Mill Commercial Proffer will be used for the Virginia Department of Transportation revenue sharing project for the realignment of Water Country Parkway.

McMurrin Proffer (\$300,000): The McMurrin Proffer will be used for road improvements for Section 1 of the proposed residential development located on the north side of Denbigh Boulevard.

Other Capital Projects

The General Fund budget includes \$675,000 for capital projects. Of this amount, \$200,000 is earmarked for minor drainage improvements and \$475,000 is programmed as a transfer to the County's Capital Fund to assist with funding of the other projects. The County Capital Fund includes the following:

- . Building Replacement (Study, Building & Renovation) (\$100,000): funding is provided for an outside agency to perform a space utilization analysis on the County government buildings, reviewing current usage/functionality and determining future needs.
- . Backup Power - Emergency Sheltering and Disaster Support (\$125,000): annual funding to accumulate a reserve for upgrades and replacements of current shelter back-up power capabilities, in particular, the Grafton School Complex which is the County's primary disaster shelter.
- . Grafton Fire Station Replacement (\$2,000,000): funding is for a new fire station to replace the 55+ year old existing fire station with a new 15,500 square foot fire station. Expansion of the current station is prevented by the size of the property and the commercial development surrounding the station. The Route 17 widening project will result in an inadequate front ramp (driveway) area and create significant safety concerns for the firefighters and the public.
- . P25 LIFECYCLE SPEND (Regional Radio Project) (\$500,000): funding is for the upgrades to the master site system including trunked logging, as well as upgrades to channels, consoles, power systems, frequency standards and time reference systems, paging networks, radio frequency wireless technology networks, and the microwave system.
- . Work Management Software Replacement (\$460,000): funding is to replace and upgrade the existing work management software from 1992, used for customer service inquiries over the internet, asset management, plan review, permit issuance and waste management.
- . Highway & Transportation Improvements (\$400,000): funding is to support the transportation goals and strategies in the *County of York Comprehensive Plan*. It is anticipated that a major portion of the funds will be designated for improvements (including drainage) which qualify for participation in the State's Revenue Sharing Program. Each dollar pledged by the County is matched by the Virginia Department of Transportation and the County sets the priorities for fund usage.
- . Tennis/Basketball Court Repair (\$30,000): provides funding to seal coat 28 basketball courts based on priority.
- . Roof Repair/Replacement (\$600,000): provides funding for the replacement of the roof at Tabb Library.
- . HVAC Replacement (\$200,000): provides funding to replace ice machines at the Building & Grounds Maintenance Shop, Public Works Administration building, Fire Station #1 (Grafton), and Fire Station #3 (Bruton). Funding also replaces a mini-split A/C system at the York Library; two geothermal circulating pumps at Griffin-Yeates Center; two boilers and three variable frequency drives at York-Poquoson Courthouse; a heat pump at the Waste Management Scale House; two wall hung heat pumps at Head Start-Bethel Manor and six wall hung heat pumps and one 2-ton heat pump at Fire Station #6 (Hazmat Training Center).
- . Parking Lot Repair (\$30,000): funding to re-strip and concrete curb repair at York County Sports Complex.
- . Building Maintenance and Repair (\$275,000): funding is for floor replacement at County Administration building, Development Services building, Vehicle Maintenance building, Waste Management building & Scale House, Tabb Library and York Hall; paint and caulking at Fire Stations #2 (Tabb), #3 (Bruton), and #6 (Seaford), Tabb Library, York Hall and York-Poquoson Courthouse; replace countertops in restrooms at Fire Station #6; replace cabinets and countertops at Building Regulations; replace automatic door openers at York Library; install roll-up doors on remaining three bays at Buildings and Grounds Maintenance Storage building; replace outdated equipment and appliances in County facilities; replace existing parking lot light bulbs with energy efficient LED bulbs.
- . Disability Compliance (\$40,000): upgrade sidewalks, picnic tables, and site fixtures at Charles Brown Park.
- . Major Grounds Repair and Maintenance (\$35,000): re-lamping of field lights at Dare

Elementary, Seaford Elementary, Chisman Creek Park and Kiln Creek Park.

- . Grounds Maintenance Machinery and Equipment Replacement (\$135,000): provides funding for the replacement of a 1990 Mack tandem dump truck.

Stormwater projects improve drainage issues throughout the County while also adding to the existing infrastructure, requiring future maintenance. These projects are primarily funded by a portion of the meals tax (designated by County ordinance) and through State and federal grant programs, such as those offered by the Department of Environmental Quality and the Virginia Department of Transportation revenue sharing program.

The Stormwater Fund includes funding of \$650,000 for the following projects:

- . Poquoson River Headwaters (\$500,000): project is to address flooding issues during large storm events at the railroad crossing near Route 17. The project involves design and construction of a new piping system.
- . Backhoe Replacement (\$100,000): funding for the replacement of a 1996 backhoe used in daily operations.
- . Tractor & Mower (\$50,000): provides for the purchase of a closed cab tractor with self-leveling mower.

Solid Waste projects help support the operations of the curbside residential and commercial garbage collection. Routine maintenance of the transfer station is required by Department of Environmental Quality to keep an operating permit.



The Solid Waste Fund includes funding of \$155,000 for the following solid waste project:

- . Rear Packer Truck Replacement (\$155,000): provides for the replacement of a rear packer truck used in leaf collection.

The Sewer Fund includes funding of \$3,350,000 for the following sewer projects:

- . Wolftrap Road (\$425,000): once completed, this project will serve 21 properties at an estimated total cost of \$800,000.
- . Sinclair Area (\$200,000): once completed, this project will serve 10 properties at an estimated total cost of \$1,000,000.
- . Sewer Line Rehabilitation (\$1,600,000): provides for emergency repairs, line replacement, slip lining, valve replacement, grouting, root removal, manhole rehabilitation, pavement repairs and easement restoration required to continue the operation of a reliable sanitary sewer system and to comply with regulations.
- . Pump Station Rehabilitation (\$600,000): funding for the rehabilitation of old stations with new pumps, electrical controls, generator replacement, wet well lining and emergency repairs to continue the operation of a reliable sanitary sewer system and to comply with regulations.
- . Closed Circuit TV Van Replacement (\$425,000): funding provided for the replacement of a 2005 unit with an expected useful life of 10 years, used to inspect new and existing sewer lines.
- . Emergency Generator Replacement (\$100,000): provides for the replacement of emergency power generation equipment (standby generators) and monitoring systems for critical County facilities and systems requiring continuous operation during storms or other events in which power may be lost.

**ADOPTED CAPITAL IMPROVEMENTS PROGRAM
FISCAL YEARS 2017 - 2022**

<u>Prg No.</u>	<u>Program Title</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>FY2021</u>	<u>FY2022</u>
GENERAL CAPITAL PROJECTS							
Administrative Services							
GA-8102	Video Services Studio & York Hall Equipment Replacements	\$ -	\$ -	\$ 120,000	\$ 60,000	\$ 180,000	\$ 350,000
CA-8180	Building Replacement (Study, Building & Renovation)	100,000	-	-	1,500,000	-	-
Public Safety - Sheriff's Office							
PS-8110	York-Poquoson Courthouse X-Ray Machine Replacement	-	-	-	-	-	50,000
PS-8919	Sheriff Mobile Data Terminals	-	-	-	800,000	-	-
PS-8926	Sheriff Firing Range	250,000	-	-	-	-	-
PS-8928	Automated External Defibrillator Replacement (AED Equipment Replacement)	-	-	-	-	-	115,000
PS-8151	Replace Direct Charge Vehicles	-	108,000	-	-	-	-
PS-8152	Crime Prevention Trailer	-	-	-	21,000	-	-
Public Safety - Fire & Life Safety							
PS-8115	Replacement of Patient Stretchers/Stairchairs	-	-	-	100,000	100,000	-
PS-8406	Backup Power-Emer Shelter & Disaster Support	125,000	125,000	125,000	125,000	125,000	125,000
PS-8426	Fire Apparatus Replacement	-	3,000,000	1,800,000	-	-	-
PS-8428	Fire Station - Bypass Road Corridor	-	-	-	-	1,200,000	-
PS-8429	Grafton Fire Station Replacement	2,000,000	4,175,000	-	-	-	-
PS-8430	Mobile Data Terminals (MDT)	-	225,000	-	-	-	-
Public Safety - Emergency Communications & Radio Maintenance							
PS-8120	P25 LIFECYCLE SPEND (Regional Radio Project)	500,000	500,000	500,000	500,000	500,000	500,000
PS-8130	P25 LIFECYCLE SPEND-SUBSCRIBERS (E911 Subscriber Mobile & Portable Radio Replacement)	-	-	-	-	-	6,735,000
Management Services							
FS-5100	Highway & Other Transportation Improvements	400,000	400,000	400,000	-	400,000	500,000
FS-8910	Financial Software Replacement	-	1,000,000	700,000	-	-	-
Education & Educational Services							
ED-8822	Yorktown Library Expansion	-	150,000	-	3,900,000	-	-
ED-8824	Integrated Library System	100,000	-	-	-	-	-
Public Works							
ES-8170	Work Management Software Replacement	460,000	100,000	-	-	-	-
ES-8124	Carver Gardens Water (General Fund Portion)	1,200,000	-	-	-	-	-
PW-8150	Yorktown Trolley Replacement	-	-	300,000	-	-	-
PW-8620	Tennis/Basketball Court Repair	30,000	31,000	36,000	-	85,000	-
PW-8625	Roof Repair/Replacement	600,000	250,000	120,000	100,000	-	175,000
PW-8630	HVAC Replacement	200,000	100,000	600,000	750,000	350,000	75,000
PW-8631	Dirt Street Program	-	-	-	40,000	50,000	50,000
PW-8640	Parking Lot Repair	30,000	30,000	-	90,000	100,000	125,000
PW-8642	Building Maintenance & Repair	275,000	275,000	275,000	275,000	300,000	300,000
PW-8643	Disability Compliance	40,000	40,000	40,000	40,000	40,000	50,000
PW-8661	Major Grounds Repair & Maintenance	35,000	75,000	45,000	31,000	80,000	40,000
PW-8663	Grounds Maintenance Machinery & Equipment Replacement	135,000	100,000	45,000	45,000	60,000	120,000
PW-8710	Underground Utilities	-	-	-	-	1,000,000	1,000,000
Community Services							
CS-8020	Park Land Acquisition	-	-	-	-	500,000	-
CS-8150	Passenger Shuttle Bus	-	-	-	100,000	-	-
CS-8810	Old Wormley Creek Boat Landing	95,000	-	-	-	-	-
CS-8813	National Park Service Beach Picnic Area Improvements	-	350,000	-	-	-	-
CS-8814	Back Creek Park Boat Landing Maintenance/Park Improvements	-	-	-	165,000	-	-
CS-8817	Smith Landing Boat Launching Dredging	-	-	-	165,000	-	-
CS-8818	Yorktown Fishing Pier Improvements	-	-	-	-	-	125,000
CS-8822	Synthetic Turf Conversion Program	-	-	-	-	-	800,000
Total General Capital Projects		<u>6,575,000</u>	<u>11,034,000</u>	<u>5,106,000</u>	<u>8,807,000</u>	<u>5,070,000</u>	<u>11,235,000</u>
Proffered Projects							
FS-5100	Whitakers Mill Commercial Proffer	350,000	-	-	-	-	-
FS-5100	McMurrin Proffer	300,000	-	-	-	-	-
Total Proffered Projects		<u>650,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

**ADOPTED CAPITAL IMPROVEMENTS PROGRAM
FISCAL YEARS 2017 - 2022**

<u>Prg No.</u>	<u>Program Title</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>FY2021</u>	<u>FY2022</u>
INTERNAL SERVICE FUND PROJECTS							
Vehicle Maintenance Projects							
VM-8110	Equipment Upgrades	-	150,000	-	100,000	-	-
VM-8180	Fuel Sites Upgrade	-	-	-	1,893,212	-	-
Total Internal Service Fund Projects		<u>-</u>	<u>150,000</u>	<u>-</u>	<u>1,993,212</u>	<u>-</u>	<u>-</u>
STORMWATER FUND PROJECTS							
ES-631	Tabb Lakes/King's Bottom	-	100,000	400,000	-	-	-
ES-634	Goodwin Neck/Rosewood	-	200,000	550,000	-	-	-
ES-635	Claxton Creek	-	-	-	-	160,000	-
ES-637	Marlbank Cove Ravine	-	-	50,000	250,000	-	-
ES-640	Poquoson River Headwaters	500,000	600,000	-	-	-	-
ES-641	Route 134/Bayberry	-	-	-	200,000	775,000	-
ES-642	Stream Restoration - Larkin Woods	-	-	-	250,000	-	-
ES-643	Queens Lake - Ravines	-	-	-	100,000	200,000	-
ES-644	Seige Lane - Prevention of Flooding	-	-	-	100,000	200,000	-
ES-645	Middlewood Lane	-	-	-	-	-	100,000
ES-8030	TMDL BMP Retrofits	-	-	-	-	-	500,000
ES-8567	Backhoe Replacement	100,000	-	-	-	-	-
ES-8568	Dump Truck Replacement	-	-	-	100,000	-	-
ES-8569	Tractor & Mower	50,000	-	-	-	-	-
Total Stormwater Fund Projects		<u>650,000</u>	<u>900,000</u>	<u>1,000,000</u>	<u>1,000,000</u>	<u>1,335,000</u>	<u>600,000</u>
ENTERPRISE FUND CAPITAL PROJECTS							
Solid Waste Projects							
ES-8150	Rear Packer Truck Replacements	155,000	310,000	-	-	-	-
Total Solid Waste Projects		<u>155,000</u>	<u>310,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Water Utility Projects							
ES-8124	Carver Gardens Water (Water Utility Fund Portion)	300,000	-	-	-	-	-
Total Water Utility Projects		<u>300,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Sewer Projects							
ES-495	Allen's Mill Area	-	500,000	3,200,000	-	-	-
ES-507	Wolfttrap Road	425,000	-	-	-	-	-
ES-511	National Lane Area	-	100,000	550,000	-	-	-
ES-512	Dare/Jethro Lane Area	-	450,000	-	-	-	-
ES-513	Kentucky Farms Area	-	-	400,000	2,600,000	-	-
ES-514	Sinclair Area	200,000	800,000	-	-	-	-
ES-515	Schenck Estates Area	-	-	-	-	-	700,000
ES-516	Big Bethel Area	-	-	-	-	800,000	2,500,000
ES-520	Payne's Road	-	-	275,000	-	-	-
ES-8500	Sewer Line Rehabilitation	1,600,000	1,600,000	1,700,000	1,800,000	1,800,000	2,000,000
ES-8502	Pump Station Rehabilitation	600,000	600,000	700,000	700,000	700,000	700,000
ES-8504	SCADA Automated Control Monitoring System Replacement	-	-	-	2,000,000	-	-
ES-8512	Closed Circuit TV Van Replacement	425,000	-	-	-	-	-
ES-8513	Excavator Replacement	-	250,000	-	-	-	-
ES-8514	Tandem Dump Truck Replacement	-	-	250,000	-	-	-
ES-8515	Emergency Generator Replacement	100,000	125,000	125,000	125,000	125,000	150,000
ES-8516	Backhoe Replacement	-	-	-	100,000	-	-
ES-8580	Utilities Building	-	-	-	300,000	2,200,000	-
Total Sewer Projects		<u>3,350,000</u>	<u>4,425,000</u>	<u>7,200,000</u>	<u>7,625,000</u>	<u>5,625,000</u>	<u>6,050,000</u>
Total All Enterprise Funds		<u>3,805,000</u>	<u>4,735,000</u>	<u>7,200,000</u>	<u>7,625,000</u>	<u>5,625,000</u>	<u>6,050,000</u>
Total All Capital Projects		<u>11,680,000</u>	<u>16,819,000</u>	<u>13,306,000</u>	<u>19,425,212</u>	<u>12,030,000</u>	<u>17,885,000</u>
Funding Sources							
	Unobligated Fund Balance, Beginning	\$ 16,246,224	\$ 14,770,624	\$ 10,770,325	\$ 15,055,511	\$ 8,125,180	\$ 11,766,591
	Interest/Grants/Proffers/Other	1,409,400	559,400	1,222,400	1,092,400	1,155,000	2,140,000
	Meals Tax (Stormwater & Sewer)	2,965,000	3,024,301	3,084,786	3,146,481	3,209,411	3,273,600
	Pay Go Projects	5,830,000	5,835,000	5,575,000	6,175,000	5,675,000	5,875,000
	Bond Proceeds	-	3,400,000	7,709,000	2,081,000	5,632,000	1,895,000
	Available Funding	26,450,624	27,589,325	28,361,511	27,550,392	23,796,591	24,950,191
	Proposed CIP	(11,680,000)	(16,819,000)	(13,306,000)	(19,425,212)	(12,030,000)	(17,885,000)
	Unobligated Fund Balance, Ending	\$ 14,770,624	\$ 10,770,325	\$ 15,055,511	\$ 8,125,180	\$ 11,766,591	\$ 7,065,191



**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.

**COUNTY OF YORK, VIRGINIA
GENERAL FUND - FUND 10**

	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Amount	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget	% of Total FY2017 Funding Sources
Funding Sources							
General Property Taxes	\$ 79,699,605	\$ 80,751,401	\$ 81,598,860	\$ 82,291,000	\$ 82,291,000	\$ 84,049,000	61.99%
Other Local Taxes	28,251,914	26,156,479	29,560,060	29,768,700	29,768,700	30,241,000	22.30%
Permits, Fees, Regulatory Licences	659,659	818,221	882,569	854,470	854,470	840,000	0.62%
Fines & Forfeitures	335,974	298,754	277,108	314,300	314,300	285,000	0.21%
Use of Money & Property	292,187	458,597	457,284	450,600	450,600	469,000	0.35%
Charges for Services	2,124,852	2,131,183	1,924,050	2,224,210	2,243,263	1,999,000	1.47%
Fiscal Agent Fees & Administration	206,847	209,372	209,173	200,400	200,400	220,000	0.16%
Miscellaneous	235,912	234,233	279,004	182,800	220,996	187,000	0.14%
Recovered Costs	1,341,965	1,517,034	1,383,164	1,402,752	1,408,721	1,402,000	1.03%
State Non-Categorical Aid	8,549,318	8,770,003	8,686,709	8,766,580	8,766,580	8,770,000	6.47%
State Shared Expenses	3,837,477	3,936,181	3,953,702	4,000,174	4,010,228	4,068,000	3.00%
State Categorical Aid	518,777	458,446	618,167	436,247	439,493	465,000	0.34%
State Grants	353,529	393,898	354,312	286,176	386,279	329,000	0.24%
Federal Paid in Lieu of Tax	9,541	10,213	9,301	9,500	9,500	10,000	0.01%
Federal Categorical Aid	853,362	486,347	584,834	354,181	1,367,676	431,000	0.32%
Non-Revenue Receipts	21,942	19,569	19,748	-	-	-	0.00%
Transfer from Other Funds	3,379,539	5,672,525	2,692,083	1,859,191	1,859,191	1,824,000	1.35%
Total Funding Sources	\$ 130,672,400	\$ 132,322,456	\$ 133,490,128	\$ 133,401,281	\$ 134,591,397	\$ 135,589,000	100.00%

							%Change Original 2016/ Adopted 2017
Expenditure by Functional Category							
Administrative Services	\$ 3,632,301	\$ 3,783,344	\$ 3,725,886	\$ 4,228,846	\$ 4,228,846	\$ 4,417,311	4.5%
Judicial Services	2,565,903	2,635,050	2,662,722	2,773,060	2,773,060	2,767,177	-0.2%
Public Safety	28,804,033	29,428,938	29,935,534	31,598,547	31,598,547	32,336,379	2.3%
Management Services	8,074,547	8,298,907	8,161,131	9,021,796	9,021,796	9,280,729	2.9%
Education & Educational Services	59,234,735	60,479,632	60,970,309	60,511,614	60,511,614	60,998,627	0.8%
Human Services	2,836,107	2,697,350	3,179,237	3,619,212	3,619,212	3,687,324	1.9%
Public Works	7,978,889	8,235,223	8,323,713	8,996,413	8,996,413	8,858,589	-1.5%
Community Services	2,698,036	2,815,919	2,812,083	2,937,582	3,898,116	3,033,435	3.3%
Capital Outlay & Fund Transfers	7,225,008	7,275,359	7,722,706	8,283,419	8,283,419	9,371,919	13.1%
Non-Departmental	1,135,960	1,091,438	1,449,701	1,430,792	1,430,792	837,510	-41.5%
Total Expenditures	\$ 124,185,519	\$ 126,741,160	\$ 128,943,022	\$ 133,401,281	\$ 134,361,815	\$ 135,589,000	1.6%

FUND BALANCE SUMMARY FISCAL YEARS 2016-2017	
Beginning Fund Balance 7/1/2015	\$ 19,978,377
Projected FY2016 Funding Sources:	
Local	\$ 117,752,450
State & Federal	14,979,756
Other financing sources	1,859,191
	<u>134,591,397</u>
Projected FY2016 Expenditures	<u>134,361,815</u>
Net Change	229,582
Projected Fund Balance 6/30/2016	\$ 20,207,959
Projected FY2017 Funding Sources:	
Local	\$ 119,692,000
State & Federal	14,073,000
Other financing sources	1,824,000
	<u>135,589,000</u>
Projected FY2017 Expenditures	<u>135,589,000</u>
Net Change	-
Projected Fund Balance 6/30/2017	\$ 20,207,959

General Fund Revenues

	FY2013 Actual Revenues	FY2014 Actual Revenues	FY2015 Actual Revenues	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget	\$ Change	% Change
Revenue Local Sources								
30311 General Property Taxes								
1010 Real estate taxes	63,924,366	64,704,943	64,983,741	65,581,000	65,581,000	66,565,000	\$ 984,000	1.5%
2010 Public Service Corp	3,259,124	3,223,423	3,259,671	3,276,000	3,276,000	3,076,000	(200,000)	-6.1%
3010 Personal property taxes	11,485,707	11,957,950	12,607,736	12,599,000	12,599,000	13,558,000	959,000	7.6%
3060 Mobile home taxes	26,280	25,966	25,911	25,000	25,000	25,000	-	0.0%
4010/4020 Machinery/Tools	222,909	104,182	107,575	105,000	105,000	120,000	15,000	14.3%
5010 Boat > 5	86,322	84,507	76,848	80,000	80,000	80,000	-	0.0%
6010 Penalties	422,956	398,459	326,652	400,000	400,000	375,000	(25,000)	-6.3%
6020 Interest	271,941	251,971	210,727	225,000	225,000	250,000	25,000	11.1%
Subtotal	<u>79,699,605</u>	<u>80,751,401</u>	<u>81,598,860</u>	<u>82,291,000</u>	<u>82,291,000</u>	<u>84,049,000</u>	<u>1,758,000</u>	<u>2.1%</u>
30312 Other Local Taxes								
1000 Local sales tax	8,816,670	8,927,993	9,238,036	9,191,000	9,191,000	9,577,000	386,000	4.2%
1100 Lodging tax	3,232,191	3,270,560	3,534,410	3,366,000	3,366,000	3,568,000	202,000	6.0%
1111 Lodging tax penalty	5,542	862	1,681	-	-	-	-	0.0%
1112 Lodging tax interest	3,484	334	624	-	-	-	-	0.0%
1200 Meals tax	5,536,374	5,606,780	5,796,919	5,814,000	5,814,000	5,930,000	116,000	2.0%
1211 Meals tax penalty	8,163	8,721	5,716	-	-	-	-	0.0%
1212 Meals tax interest	7,947	6,268	1,625	-	-	-	-	0.0%
3010 Occupational license	5,558,109	6,152,083	6,080,875	6,159,000	6,159,000	6,133,000	(26,000)	-0.4%
3011 Occupational license penalty	20,106	44,086	24,091	20,000	20,000	20,000	-	0.0%
3012 Occupational license interest	17,209	88,699	15,755	20,000	20,000	30,000	10,000	50.0%
3020 Utility consumption tax	236,887	240,222	241,887	245,000	245,000	250,000	5,000	2.0%
3050 Short-term rental	14,222	12,398	12,889	13,500	13,500	13,000	(500)	-3.7%
3060 Motor vehicle rental tax	96,778	81,316	88,862	90,000	90,000	100,000	10,000	11.1%
4000 Communications sales tax	1,345,767	1,322,868	1,311,310	1,325,000	1,325,000	1,275,000	(50,000)	-3.8%
5010 Motor vehicle license	1,525,025	1,586,865	1,574,559	1,624,000	1,624,000	1,519,000	(105,000)	-6.5%
6000 Bank franchise tax	238,600	259,957	238,165	250,000	250,000	250,000	-	0.0%
6012 Franchise tax - Verizon surcharge	1,028	1,247	1,267	1,200	1,200	1,000	(200)	-16.7%
7010 Recordation tax	218,775	244,617	206,602	250,000	250,000	250,000	-	0.0%
7011 Recordation/Grantor's tax	340,822	382,852	313,119	400,000	400,000	350,000	(50,000)	-12.5%
7030 Deeds of conveyance	1,028,215	917,751	871,668	1,000,000	1,000,000	975,000	(25,000)	-2.5%
Subtotal	<u>28,251,914</u>	<u>29,156,479</u>	<u>29,560,060</u>	<u>29,768,700</u>	<u>29,768,700</u>	<u>30,241,000</u>	<u>472,300</u>	<u>1.6%</u>
30313 Permits, Fees, Regulatory Licenses								
0751 DMV fees	3,980	2,413	2,721	-	-	-	-	0.0%
0752 Credit card fees	870	-	224	-	-	-	-	0.0%
1010 Dog license	42,325	45,359	45,602	45,500	45,500	45,000	(500)	-1.1%
3010 Wetlands permits	1,800	2,200	850	2,000	2,000	-	(2,000)	-100.0%
3011 Ches Bay application fees	3,650	3,500	3,750	3,500	3,500	-	(3,500)	-100.0%
3012/3014 Sheriff conceal weapon fees	24,114	18,166	16,847	18,000	18,000	10,000	(8,000)	-44.4%
3020 Zoning fees	9,849	13,704	9,336	10,000	10,000	10,000	-	0.0%
3021 Plan review fees	12,520	18,160	16,843	18,000	18,000	17,000	(1,000)	-5.6%
3022 Map maint fees	4,032	4,967	4,269	5,000	5,000	5,000	-	0.0%
3023 Planning/Public Works insp fees	4,128	3,001	3,826	3,500	3,500	3,500	-	0.0%
3024 Board of Zoning/Subdivision	1,450	550	500	1,500	1,500	1,000	(500)	-33.3%
3025 Zoning verification	650	900	800	600	600	1,000	400	66.7%
3030 Land transfer fees	8,289	9,288	9,532	9,300	9,300	9,500	200	2.2%
3040 Electrical inspection fees	89,607	119,467	100,522	122,400	122,400	125,000	2,600	2.1%
3041 Electrical inspection State surcharge	1,620	2,173	1,882	2,450	2,450	2,500	50	2.0%
3042 Reinspection electrical	1,550	1,425	1,650	1,500	1,500	2,500	1,000	66.7%
3050 Plumbing inspection fees	86,267	134,634	134,249	135,000	135,000	137,000	2,000	1.5%
3051 Plumbing inspection State surcharge	1,747	2,630	2,616	2,700	2,700	2,500	(200)	-7.4%
3052 Reinspection plumbing	1,250	825	525	1,000	1,000	1,000	-	0.0%
3060 Building inspection fees	247,037	300,943	358,471	320,000	320,000	285,000	(35,000)	-10.9%
3061 Building inspection State surcharge	4,144	5,308	6,485	6,400	6,400	6,500	100	1.6%
3062 Reinspection building	325	750	1,275	2,000	2,000	1,000	(1,000)	-50.0%
3090 Erosion inspection fees	19,291	15,307	15,736	16,000	16,000	16,000	-	0.0%
3110 Mechanical inspection fees	76,539	93,530	88,586	86,000	86,000	90,000	4,000	4.7%
3111 Mechanical inspection State surcharge	1,500	1,847	1,740	1,720	1,720	2,000	280	16.3%
3112 Reinspection mechanical	375	1,275	675	500	500	1,000	500	100.0%
3200 Land disturbance permit	9,000	11,275	11,785	9,000	9,000	11,000	2,000	22.2%
3210 Amusement devices inspection	-	1,224	204	-	-	-	-	0.0%
3300 Land use revalidation	350	2,400	250	-	-	-	-	0.0%
3400 Open burning permit fees	-	-	50	-	-	-	-	0.0%
3970 Misc permits & licenses	1,400	1,000	800	1,500	1,500	-	(1,500)	-100.0%
4000 SW Ches Bay VSMP (No VA%)	-	-	29,580	17,400	17,400	25,000	7,600	43.7%
4001 SW Mgmt W/VA%	-	-	7,168	7,500	7,500	20,000	12,500	166.7%
4002 VA 28% SW Mgmt	-	-	3,220	4,500	4,500	10,000	5,500	122.2%
Subtotal	<u>659,659</u>	<u>818,221</u>	<u>882,569</u>	<u>854,470</u>	<u>854,470</u>	<u>840,000</u>	<u>(14,470)</u>	<u>-1.7%</u>

General Fund Revenues

	FY2013 Actual Revenues	FY2014 Actual Revenues	FY2015 Actual Revenues	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget	\$ Change	% Change
30314 Fines & Forfeitures								
0300 Parking fines	3,030	4,152	3,400	5,000	5,000	5,000	-	0.0%
1010 Animal control fines	790	1,053	290	800	800	500	(300)	-37.5%
1012 Misc FLS Fines	-	-	32	-	-	-	-	0.0%
2000 Restitution	-	192	-	500	500	-	(500)	-100.0%
4010 Court fines	203,290	160,449	146,542	170,000	170,000	150,000	(20,000)	-11.8%
4011 Assessment courthouse	25,117	24,947	23,239	30,000	30,000	24,500	(5,500)	-18.3%
4012 Courthouse security	92,828	97,766	93,203	98,000	98,000	95,000	(3,000)	-3.1%
4013 Jail admission fee	10,874	10,165	10,402	10,000	10,000	10,000	-	0.0%
4014 Commonwealth Atty bad check fee	45	30	-	-	-	-	-	0.0%
Subtotal	<u>335,974</u>	<u>298,754</u>	<u>277,108</u>	<u>314,300</u>	<u>314,300</u>	<u>285,000</u>	<u>(29,300)</u>	<u>-9.3%</u>
30315 Use of Money and Property								
1001 Unrealized gain (loss) on invmts	(77,930)	69,079	(52,657)	-	-	-	-	0.0%
1010 Interest	36,819	17,188	119,752	60,000	60,000	80,000	20,000	33.3%
2010 Rents	24,330	16,918	17,765	18,000	18,000	18,000	-	0.0%
2010-001 Freight shed rentals	50,047	77,982	91,098	80,000	80,000	85,000	5,000	6.3%
2013 Facility costs - YPDSS	21,468	19,860	19,608	19,600	19,600	20,000	400	2.0%
2015 Telephone service agreement	25,422	25,640	25,845	28,000	28,000	28,000	-	0.0%
2020 Tower rent	194,113	205,546	220,082	215,000	215,000	210,000	(5,000)	-2.3%
2060 Sale of equipment	1,791	11,675	8,368	15,000	15,000	15,000	-	0.0%
2061 Disposal-surplus property	2,763	7,401	605	2,500	2,500	2,500	-	0.0%
8016-200 YCSC concession commissions	9,864	6,008	4,818	10,000	10,000	8,000	(2,000)	-20.0%
8016-200-001 YCSC billboard advertising	3,500	1,300	2,000	2,500	2,500	2,500	-	0.0%
Subtotal	<u>292,187</u>	<u>458,597</u>	<u>457,284</u>	<u>450,600</u>	<u>450,600</u>	<u>469,000</u>	<u>18,400</u>	<u>4.1%</u>
30316 Charges for Services								
1010 Excess Clerk of Court	126,811	103,384	87,517	110,000	110,000	114,000	4,000	3.6%
1011 DNA/blood	965	382	1,260	500	500	1,000	500	100.0%
1014 Land records-secure remote	33,850	35,900	18,875	-	-	-	-	0.0%
2010 Chg Commonwealth's Attny	6,462	5,993	5,839	6,500	6,500	6,000	(500)	-7.7%
2510 Court Appointed Attny Fees	9,589	8,552	6,972	9,000	9,000	9,000	-	0.0%
2600 Admin fees - payroll deductions	2,385	2,775	2,690	3,000	3,000	3,000	-	0.0%
3010 Sheriff fees	3,631	3,631	3,631	3,600	3,600	3,600	-	0.0%
3013 Sheriff special fees	143,067	59,975	58,120	88,810	88,810	97,000	8,190	9.2%
3031-007 Sheriff/School events	84,235	73,467	60,603	-	18,413	-	-	0.0%
3130 FLS Command School	1,900	-	-	-	-	-	-	0.0%
3321 Medic transport fee recovery	1,146,211	1,253,332	1,110,890	1,400,000	1,400,000	1,175,000	(225,000)	-16.1%
3613 Admin fees-Sheriff	5,811	11,030	5,844	6,000	6,000	6,000	-	0.0%
5000 Treasurer-Sheriff fee recovery	279	245	496	300	300	400	100	33.3%
6010 Mosquito Control	1,080	1,400	800	2,000	2,000	1,000	(1,000)	-50.0%
8010 Recreation fees/admissions	196,375	183,565	204,955	217,800	217,800	212,000	(5,800)	-2.7%
8010-001 P&R credit card convenience fee	-	1,318	2,588	4,000	4,000	3,000	(1,000)	-25.0%
8011 Senior activities fees	13,934	19,623	13,803	14,000	14,000	16,000	2,000	14.3%
8013 Admission fee/rental skate R&R	33,589	45,105	33,416	34,000	34,000	34,000	-	0.0%
8014 Sports camps & classes	49,823	55,788	51,073	64,000	64,000	57,000	(7,000)	-10.9%
8015 Instructional classes	39,482	37,218	39,175	56,000	56,000	45,000	(11,000)	-19.6%
8016 Concessions - Skate R&R	10,392	12,041	7,595	11,000	11,000	11,000	-	0.0%
8016-001 Concessions - Back Creek Pk	78	10	33	200	200	100	(100)	-50.0%
8016-002 Concessions - New Qtr Pk	15,490	15,188	13,119	14,000	14,000	15,000	1,000	7.1%
8020 Park facility fees & programs	64,184	68,629	59,027	62,600	62,600	61,000	(1,600)	-2.6%
8020-200 Park facility fees & prog - Sprts Cplx	61,985	63,627	63,668	50,000	50,000	62,000	12,000	24.0%
8021 Safety Town registration	4,996	4,324	4,865	4,800	4,800	5,000	200	4.2%
8214 Document Reprod Costs	1,391	1,456	1,496	1,500	1,500	1,500	-	0.0%
8410 Library fines	32,626	32,080	29,667	32,000	32,000	32,000	-	0.0%
8420 Book replacement	6,742	8,313	9,605	8,500	8,500	10,000	1,500	17.6%
8430 Library copier	13,414	13,136	14,280	13,000	13,000	14,000	1,000	7.7%
8610 Sale of ordinances	101	107	-	-	-	-	-	0.0%
8620 Sale of maps	50	60	-	100	100	-	(100)	-100.0%
8621 GIS/CSS services	11,480	6,352	3,654	6,500	6,500	3,900	(2,600)	-40.0%
8623 Sale copies video tapes	571	752	593	500	500	500	-	0.0%
8630 Sale of copies	13	25	6	-	-	-	-	0.0%
8631 Sale of copies-Sheriff	1,860	1,650	1,680	-	640	-	-	0.0%
9001 Victim-Witness PTEAP conference	-	750	6,215	-	-	-	-	0.0%
Subtotal	<u>2,124,852</u>	<u>2,131,183</u>	<u>1,924,050</u>	<u>2,224,210</u>	<u>2,243,263</u>	<u>1,999,000</u>	<u>(225,210)</u>	<u>-10.1%</u>

General Fund Revenues

	FY2013 Actual Revenues	FY2014 Actual Revenues	FY2015 Actual Revenues	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget	\$ Change	% Change
30317 Fiscal Agent Fees & Administration								
1021 Solid Waste fund	35,911	37,235	33,008	34,000	34,000	35,000	1,000	2.9%
1024 Water Utility fund	2,884	2,850	2,855	2,900	2,900	2,900	-	0.0%
1025 Sewer Utility fund	42,941	43,118	43,635	46,000	46,000	45,000	(1,000)	-2.2%
1091 Colonial Behavioral Health fund	109,071	110,460	114,226	100,000	100,000	120,000	20,000	20.0%
1094 Col Group Home Commission fund	16,040	15,709	15,449	17,500	17,500	17,100	(400)	-2.3%
Subtotal	<u>206,847</u>	<u>209,372</u>	<u>209,173</u>	<u>200,400</u>	<u>200,400</u>	<u>220,000</u>	<u>19,600</u>	<u>9.8%</u>
30318 Miscellaneous								
2001 OVM Donations (non Prog I)	-	-	4,555	-	-	-	-	0.0%
2022 Victim Witness donations	550	-	-	-	-	-	-	0.0%
3010 Prior year exp refunds	29,038	15,329	24,662	20,000	20,000	20,000	-	0.0%
3012 Prior year forfeit flex	2,936	4,031	1,858	2,000	2,000	2,000	-	0.0%
3027 Sheriff-Donations	3,890	1,700	1,260	-	265	-	-	0.0%
3320/3321 FLS Donations	13,874	18,593	26,166	-	4,760	-	-	0.0%
3502 Health Insurance Rebate	10	120	-	-	-	-	-	0.0%
4000 Signs Ches Bay/Wetlands	-	-	130	100	100	100	-	0.0%
4311 Riverwalk Townes	-	-	19,289	-	-	-	-	0.0%
5029 P-Card rebates	19,443	21,723	23,100	23,100	23,100	23,300	200	0.9%
5121 PAA Tele Contrib Sr Ctr	-	25	275	-	100	-	-	0.0%
6000/6010 Library - donations	13,775	9,275	9,498	-	4,925	-	-	0.0%
6060 Tax Sale - excess proceeds	-	-	8,021	-	-	-	-	0.0%
7003 Grounds donation (benches)	-	3,520	-	-	-	-	-	0.0%
7432 PAA utility contribution - Senior Center	3,600	3,600	3,625	3,600	3,600	3,600	-	0.0%
7433 SNRS AND Law Enforcement Together	-	-	-	-	2,721	-	-	0.0%
8172 Shared Garden at Sport Complex	-	-	905	-	-	1,000	1,000	100.0%
9000 Housing - donations	300	500	2,500	-	-	-	-	0.0%
9001 PTEAP - donations	-	1,125	650	-	-	-	-	0.0%
9002/9003 Criscuolo donation - Gen Svcs/P&R	-	20,000	-	-	-	-	-	0.0%
9004 Keys initiative	-	313	-	-	-	-	-	0.0%
9090 Miscellaneous	7,764	4,879	6,981	10,000	10,000	10,000	-	0.0%
9090-004 Youth Commission Programs	185	767	48	-	-	-	-	0.0%
9092 Miscellaneous maint premises	19,022	6,537	8,948	10,000	10,000	10,000	-	0.0%
9098 Safety Town donations	6,125	7,450	8,356	-	425	-	-	0.0%
9099 Local recycling	773	330	655	-	-	-	-	0.0%
9220 Return checks	8,396	8,813	7,465	9,000	9,000	9,000	-	0.0%
9230 Admin fees	105,931	105,603	111,057	105,000	105,000	108,000	3,000	2.9%
9270 VML Risk Mgmt grant	-	-	8,000	-	-	-	-	0.0%
9402 Greenworks Grant	-	-	1,000	-	-	-	-	0.0%
9622 VAHMRS donation #583 Haz	-	-	-	-	25,000	-	-	0.0%
9712 Zweibrucken donations	300	-	-	-	-	-	-	0.0%
Subtotal	<u>235,912</u>	<u>234,233</u>	<u>279,004</u>	<u>182,800</u>	<u>220,996</u>	<u>187,000</u>	<u>4,200</u>	<u>2.3%</u>
30319 Recovered Costs								
1510 York-Poquoson courthouse	376,001	389,146	413,546	449,750	449,750	450,000	250	0.1%
1999-005 HRMMRS Reimb wages	5,746	17,634	5,995	-	4,643	-	-	0.0%
1999-007 VATF2 Training wages	2,845	3,354	1,561	-	693	-	-	0.0%
1999-010 VATF2 Deployment wages	27,074	-	-	-	-	-	-	0.0%
1999-012 HRIMT wages	5,519	2,004	1,059	-	-	-	-	0.0%
1999-013 Plains Pipeline Training	-	-	14,304	-	-	-	-	0.0%
1999-014 City of NN One City Marathon	-	-	334	-	-	-	-	0.0%
2010 Streetlight install	9,787	2,342	16,144	10,000	10,000	10,000	-	0.0%
2020 Streetlight costs	4,392	951	1,939	5,000	5,000	5,000	-	0.0%
2030 Signage	4,150	8,250	1,825	5,000	5,000	5,000	-	0.0%
2300 Health/dental surplus	-	176,532	-	-	-	-	-	0.0%
2999-005 HRMMRS fringes	-	-	-	-	151	-	-	0.0%
2999-010 VATF2 Deployment fringes	5,098	-	-	-	-	-	-	0.0%
2999-013 Plains Pipeline Fringes	-	-	1,094	-	-	-	-	0.0%
3310-001 Warranty Repairs	-	1,305	-	-	-	-	-	0.0%
3311 Williamsburg Public Safety	1,200	1,200	1,200	1,200	1,200	1,200	-	0.0%
3330 Reg Radio System MOU	45,000	45,000	45,000	45,000	45,000	45,000	-	0.0%
3356 Poquoson 911 merger	306,581	313,020	318,029	323,434	323,434	323,000	(434)	-0.1%
3358 Williamsburg 911 merger	526,087	537,135	545,730	555,008	555,008	555,000	(8)	0.0%
3362 National Park Svc E911- Training	600	-	-	-	-	-	-	0.0%
3392-050 School - Tabb High Gate	2,730	-	-	-	-	-	-	0.0%
5210-001 Postage reimb-Commsr of Accts	1,652	724	738	800	800	800	-	0.0%
5210-002 Postage reimb-EDA	1	-	-	-	-	-	-	0.0%
5230-001 Land phone reimb - Commsr of Accts	15	12	11	-	-	-	-	0.0%
5510 HRIMT meal reimbursement	306	94	-	-	-	-	-	0.0%
5820-005 HRMMRS reimbursement	2,001	-	-	-	-	-	-	0.0%
5820-012 HRIMT Training reimbursement	943	-	-	-	-	-	-	0.0%
6731 Book damage-roof york library	-	1,785	-	-	-	-	-	0.0%
6831 Poquoson Cooperative Extension share	7,786	7,041	7,012	7,560	7,560	7,000	(560)	-7.4%
7431/7434-100-073 RWL Repairs & Maintenance	6,451	9,505	7,643	-	482	-	-	0.0%
Subtotal	<u>1,341,965</u>	<u>1,517,034</u>	<u>1,383,164</u>	<u>1,402,752</u>	<u>1,408,721</u>	<u>1,402,000</u>	<u>(752)</u>	<u>-0.1%</u>
Total Local	<u>113,148,915</u>	<u>115,575,274</u>	<u>116,571,272</u>	<u>117,689,232</u>	<u>117,752,450</u>	<u>119,692,000</u>	<u>2,002,768</u>	<u>1.7%</u>

General Fund Revenues

	FY2013 Actual Revenues	FY2014 Actual Revenues	FY2015 Actual Revenues	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget	\$ Change	% Change
Revenue from the State								
30322	State Non-Categorical Aid							
1030 Mobile home	6,318	9,677	8,417	6,400	6,400	8,000	1,600	25.0%
1040 Rolling stock	17,675	18,646	13,172	18,500	18,500	20,000	1,500	8.1%
3010 Prs Prp Tax Relief Act (PPTRA)	8,741,680	8,741,680	8,741,680	8,741,680	8,741,680	8,742,000	320	0.0%
9999 Local Aid to Commonwealth	(216,355)	-	(76,560)	-	-	-	-	0.0%
Subtotal	<u>8,549,318</u>	<u>8,770,003</u>	<u>8,686,709</u>	<u>8,766,580</u>	<u>8,766,580</u>	<u>8,770,000</u>	<u>3,420</u>	<u>0.0%</u>
30323	State Shared Expenses							
1010 Cmnw Attorney salary	429,432	454,875	475,602	479,338	479,338	485,000	5,662	1.2%
1050 Cmnw Attorney fringe	38,902	41,196	43,035	41,820	41,820	48,000	6,180	14.8%
3010 Comm Revenue salary	169,945	174,938	175,393	178,365	178,365	182,000	3,635	2.0%
3050 Comm Revenue fringe	12,348	16,033	16,039	16,000	16,000	19,000	3,000	18.8%
4010 Treasurer salary	138,147	143,466	142,364	147,082	147,082	160,000	12,918	8.8%
4050 Treasurer fringe	7,072	11,777	11,594	12,500	12,500	16,000	3,500	28.0%
6010 Registrar salary	36,533	37,705	37,619	37,000	37,000	37,000	-	0.0%
6011 Registrar/Elect BD Pres	-	-	-	20,000	20,000	20,000	-	0.0%
6110 Electoral Board salary	8,125	8,376	8,388	8,250	8,250	8,500	250	3.0%
7010 Sheriff salary	2,258,757	2,321,179	2,329,842	2,381,184	2,381,184	2,390,000	8,816	0.4%
7050 Sheriff fringe	216,931	196,826	197,552	225,000	225,000	239,500	14,500	6.4%
9010 Clerk of Court salary	407,587	418,797	405,778	429,950	429,950	435,000	5,050	1.2%
9020 Clerk of Court mileage	43	-	104	-	-	-	-	0.0%
9022 Clerk of Court equipment	92,756	88,611	89,094	-	10,054	-	-	0.0%
9030 Clerk of Court fringe	20,899	22,402	21,298	23,685	23,685	28,000	4,315	18.2%
Subtotal	<u>3,837,477</u>	<u>3,936,181</u>	<u>3,953,702</u>	<u>4,000,174</u>	<u>4,010,228</u>	<u>4,068,000</u>	<u>67,826</u>	<u>1.7%</u>
30324	State Categorical Aid							
1760 VJCCCA	54,684	54,684	54,681	54,684	54,684	54,000	(684)	-1.3%
3160 VA Supreme Court - Extradition	6,748	15,481	11,776	-	-	-	-	0.0%
4060 Drug Asset - Sheriff	15,674	3,154	5,979	-	2,035	-	-	0.0%
4061 Drug Asset - Comm Atty	1,077	1,589	1,029	-	1,034	-	-	0.0%
4090 Library Grant	148,105	151,792	151,676	150,363	150,540	150,000	(363)	-0.2%
4447 VSMP Stormwater Permits	-	-	130,104	-	-	-	-	0.0%
5210 Court Service postage	10,802	10,788	11,224	11,200	11,200	11,000	(200)	-1.8%
8000 Wireless E-911 servs	227,326	220,958	250,551	220,000	220,000	250,000	30,000	13.6%
8908-212 FEMA - Hurricane Irene	52,361	-	-	-	-	-	-	0.0%
9556 VA E911 Services Education grant	2,000	-	1,147	-	-	-	-	0.0%
Subtotal	<u>518,777</u>	<u>458,446</u>	<u>618,167</u>	<u>436,247</u>	<u>439,493</u>	<u>465,000</u>	<u>28,753</u>	<u>6.6%</u>
30326	State Grants							
2200 Four for Life	60,651	60,858	59,540	59,800	59,800	60,000	200	0.3%
2220 Fire Protection	186,708	196,608	207,399	176,947	186,733	205,000	28,053	15.9%
2236 DMV Animal Sterilization	1,452	1,677	1,638	-	-	-	-	0.0%
2237 Tax/Spay & Neuter Fund	371	82	179	-	-	-	-	0.0%
2280 Emg Svc Radiology	25,000	25,000	30,000	25,000	30,000	25,000	-	0.0%
2280-001 Emg Svcs Prgm Vessel	10,000	10,000	10,000	-	10,000	-	-	0.0%
3340 DCJS Victim/Witness	22,664	47,634	23,202	24,429	24,429	24,000	(429)	-1.8%
3500 Emergency Home Repair	-	2,651	1,844	-	-	-	-	0.0%
3502 Accessibility Rehab Program	6,753	-	-	-	-	-	-	0.0%
3700 VA Commission of Arts	5,000	5,000	5,000	-	5,000	5,000	5,000	100.0%
9546 RSAF Stretchers Grt #61	24,930	-	-	-	-	-	-	0.0%
9548 RSAF Stair Chairs Grt #672	-	2,710	5,510	-	-	-	-	0.0%
9549 RSAF#693 computer hardware	-	31,678	-	-	-	-	-	0.0%
9550 Power Loading Stretcher	-	-	-	-	60,317	-	-	0.0%
9715 VDEM - Hazmat	10,000	10,000	10,000	-	10,000	10,000	10,000	100.0%
Subtotal	<u>353,529</u>	<u>393,898</u>	<u>354,312</u>	<u>286,176</u>	<u>386,279</u>	<u>329,000</u>	<u>42,824</u>	<u>15.0%</u>
Total State	<u>13,259,101</u>	<u>13,558,528</u>	<u>13,612,890</u>	<u>13,489,177</u>	<u>13,602,580</u>	<u>13,632,000</u>	<u>142,823</u>	<u>1.1%</u>

General Fund Revenues

	FY2013 Actual Revenues	FY2014 Actual Revenues	FY2015 Actual Revenues	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget	\$ Change	% Change
Revenue from the Federal Government								
30331	Federal Paid in Lieu of Tax							
1010	9,541	10,213	9,301	9,500	9,500	10,000	500	5.3%
	9,541	10,213	9,301	9,500	9,500	10,000	500	5.3%
30333	Federal Categorical Aid							
1000	-	-	133	-	-	-	-	0.0%
1011	5,228	3,883	2,290	-	3,316	-	-	0.0%
1500	106,423	90,689	97,886	95,000	95,000	98,000	3,000	3.2%
3321	44,995	-	-	-	-	-	-	0.0%
3340	67,990	48,032	69,605	73,286	73,286	123,000	49,714	67.8%
3341	26,043	27,431	27,934	27,366	27,366	27,000	(366)	-1.3%
3412	21,290	23,940	22,396	-	37,518	-	-	0.0%
4044	1,733	3,138	-	-	-	-	-	0.0%
4045	14,265	11,511	12,088	-	-	-	-	0.0%
4046	11,115	18,839	18,584	-	-	-	-	0.0%
4050	7,027	7,558	3,338	-	9,505	-	-	0.0%
4060	29,110	59,604	66,914	-	1,427	-	-	0.0%
4061	1,480	13,532	-	-	-	-	-	0.0%
4100	10,000	10,184	9,769	-	10,039	-	-	0.0%
6000	98,356	123,010	127,848	100,000	100,000	125,000	25,000	25.0%
8010	45,529	-	100,670	45,529	45,529	45,000	(529)	-1.2%
8400	15,630	14,802	11,345	13,000	13,000	13,000	-	0.0%
8908-212	245,443	-	-	-	-	-	-	0.0%
8997-002	5,600	-	-	-	-	-	-	0.0%
9001	27,268	-	4,874	-	-	-	-	0.0%
9002	-	729	330	-	-	-	-	0.0%
9100	2,500	-	-	-	-	-	-	0.0%
9525	-	28,500	-	-	-	-	-	0.0%
9532	-	-	-	-	18,000	-	-	0.0%
9550-213	-	965	-	-	-	-	-	0.0%
9580	3,683	-	8,830	-	-	-	-	0.0%
9593	23,000	-	-	-	-	-	-	0.0%
9598-212	13,274	-	-	-	-	-	-	0.0%
9640	26,380	-	-	-	-	-	-	0.0%
9641	-	-	-	-	600,000	-	-	0.0%
9641-001	-	-	-	-	333,690	-	-	0.0%
	853,362	486,347	584,834	354,181	1,367,676	431,000	76,819	21.7%
Total Federal	862,903	496,560	594,135	363,681	1,377,176	441,000	77,319	21.3%
Other Financing Sources								
30341	Non-Revenue Receipts							
1010	21,465	15,832	16,917	-	-	-	-	0.0%
1010-212	477	3,737	-	-	-	-	-	0.0%
1010-214	-	-	2,831	-	-	-	-	0.0%
	21,942	19,569	19,748	-	-	-	-	0.0%
30351	Transfer from Other Funds							
1010	1,121,365	1,121,365	1,134,650	1,134,650	1,134,650	1,134,650	-	0.0%
1011	569,428	339,902	-	-	-	-	-	0.0%
1012	274,972	260,734	290,249	319,981	319,981	295,348	(24,633)	-7.7%
1016	77,291	120,925	141,098	155,500	155,500	145,000	(10,500)	-6.8%
1018	85,720	91,720	99,058	99,058	99,058	99,000	(58)	-0.1%
1050	212,108	289,523	293,568	-	-	-	-	0.0%
1050-001	1	1	1	1	1	1	-	0.0%
1050-002	1	1	1	1	1	1	-	0.0%
1050-213	712,460	-	-	-	-	-	-	0.0%
1050-214	-	3,252,802	-	-	-	-	-	0.0%
1054	126,193	45,552	583,458	-	-	-	-	0.0%
1063	200,000	150,000	150,000	150,000	150,000	150,000	-	0.0%
	3,379,539	5,672,525	2,692,083	1,859,191	1,859,191	1,824,000	(35,191)	-1.9%
Total Other Sources	3,401,481	5,692,094	2,711,831	1,859,191	1,859,191	1,824,000	(35,191)	-1.9%
General Fund Total	130,672,400	135,322,456	133,490,128	133,401,281	134,591,397	135,589,000	2,187,719	1.6%

GENERAL FUND REVENUES

General Property Taxes

	FY2016	FY2017	Dollar	Percentage
	<u>Original</u>	<u>Adopted</u>	<u>Change</u>	<u>Change</u>
Real Estate	\$ 65,581,000	\$ 66,565,000	\$ 984,000	1.5%
Public Service	3,276,000	3,076,000	(200,000)	-6.1%
Personal Property	12,599,000	13,558,000	959,000	7.6%
Mobile Homes	25,000	25,000	-	0.0%
Machinery & Tools	105,000	120,000	15,000	14.3%
Boats	80,000	80,000	-	0.0%
Penalties	400,000	375,000	(25,000)	-6.3%
Interest	225,000	250,000	25,000	11.1%
Total	<u>\$ 82,291,000</u>	<u>\$ 84,049,000</u>	<u>\$ 1,758,000</u>	2.1%

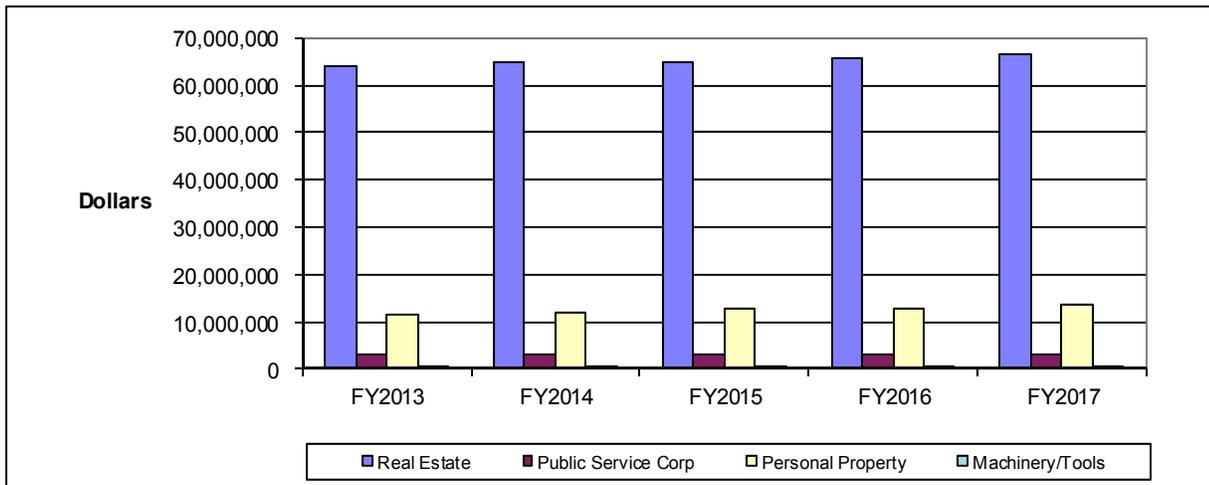
The County levies real estate taxes on all real estate within its boundaries, except that exempted by statute, each year as of January 1, based on the estimated market value of the property, with semi-annual payments due June 25 and December 5. All real estate property is assessed biennially and calendar year 2016 was a general reassessment year. The reassessment resulted in a net 2% overall increase in assessed taxable values. The FY2017 Adopted Budget tax rate is \$.7515, per \$100 of assessed valuation.

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 FY2017, the adopted real estate rate is \$.7515 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 current and 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). Personal property tax revenue is projected to increase, based on current trends.

Machinery & tool tax is imposed on the equipment used by manufacturers directly in the production of goods. The current and 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.



Other Local Taxes

	<u>FY2016</u>	<u>FY2017</u>	<u>Dollar</u>	<u>Percentage</u>
	<u>Original</u>	<u>Adopted</u>	<u>Change</u>	<u>Change</u>
Local Sales Tax	\$ 9,191,000	\$ 9,577,000	\$ 386,000	4.2%
Lodging Tax	3,366,000	3,568,000	202,000	6.0%
Meals Tax	5,814,000	5,930,000	116,000	2.0%
Occupational License	6,199,000	6,183,000	(16,000)	-0.3%
Utility Consumption Tax	245,000	250,000	5,000	2.0%
Communications Sales Tax	1,325,000	1,275,000	(50,000)	-3.8%
Motor Vehicle License	1,624,000	1,519,000	(105,000)	-6.5%
Franchise Tax	251,200	251,000	(200)	-0.1%
Recordation Tax	1,650,000	1,575,000	(75,000)	-4.6%
Rental Tax	103,500	113,000	9,500	9.2%
Total	\$ 29,768,700	\$ 30,241,000	\$ 472,300	1.6%

The State currently collects a six percent sales tax from retailers and distributes one percent (1%) to the County monthly.

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). An increase is projected for FY2017, based on recent activity.

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 and an increase is projected for FY2017.

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.

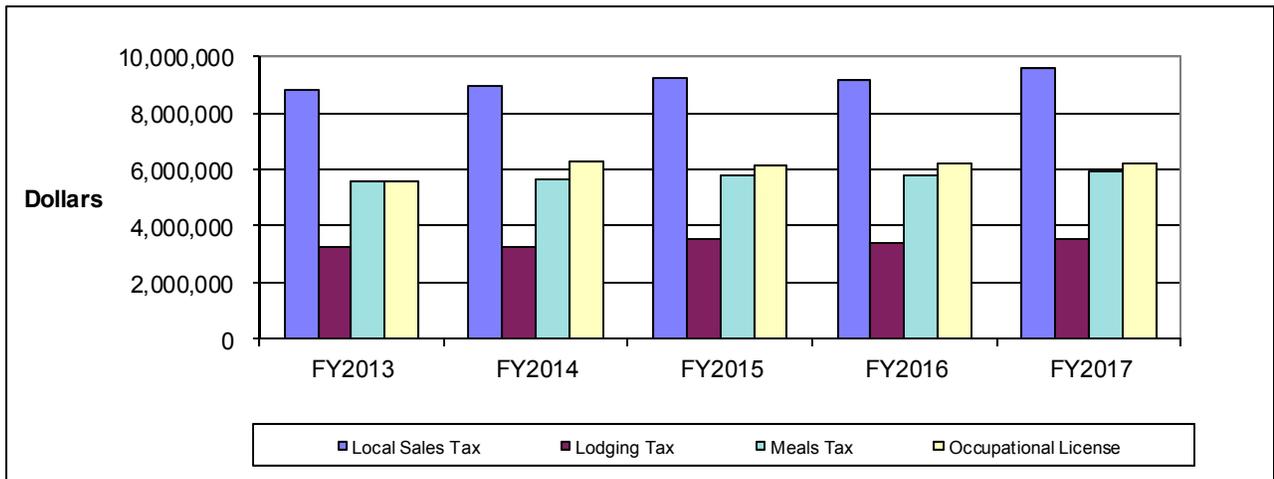
In lieu of the local business license tax levied on corporations furnishing heat, light or power by means of electricity and/or natural gas, Section 58.1-2900 and Section 58.1-2904 of the Code of Virginia impose a tax ("Utility Consumption Tax") on consumers of electricity and natural gas in the state 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 and replaces the cable franchise tax.

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. The projected decrease in motor vehicle license is linked to a policy change eliminating the 60 day filing requirement on personal property (with the exception of business personal property and mobile homes), thereby reducing filing penalties.

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

The projections for FY2017 reflect increases and decreases 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

	FY2016 <u>Original</u>	FY2017 <u>Adopted</u>	Dollar <u>Change</u>	Percentage <u>Change</u>
Permits, Fees and Regulatory Licenses				
Inspection Fees	\$ 701,170	\$ 675,500	\$ (25,670)	-3.7%
Permits, Fees & Licenses	<u>153,300</u>	<u>164,500</u>	<u>11,200</u>	7.3%
Total	<u>\$ 854,470</u>	<u>\$ 840,000</u>	<u>\$ (14,470)</u>	-1.7%
Fines & Forfeitures	<u>\$ 314,300</u>	<u>\$ 285,000</u>	<u>\$ (29,300)</u>	-9.3%
Use of Money & Property				
Use of Money	\$ 60,000	\$ 80,000	\$ 20,000	33.3%
Use of Property	<u>390,600</u>	<u>389,000</u>	<u>(1,600)</u>	-0.4%
Total	<u>\$ 450,600</u>	<u>\$ 469,000</u>	<u>\$ 18,400</u>	4.1%

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 and fees for zoning, plan review, land transfers, plat and land use. Inspections fees are expected to increase slightly as the economy recovers and new construction continues.

The County imposes fines on individuals charged with violations of County ordinances. These include court and parking fines and court assessments. There are no significant changes anticipated.

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.

	<u>FY2016</u> <u>Original</u>	<u>FY2017</u> <u>Adopted</u>	<u>Dollar</u> <u>Change</u>	<u>Percentage</u> <u>Change</u>
Charges for Services				
Excess Clerk of Court/Land Records -				
Secure Remote Access	\$ 110,000	\$ 114,000	\$ 4,000	3.6%
Commonwealth's Attorney	16,000	16,000	-	0.0%
Law Enforcement	98,710	107,000	8,290	8.4%
Medic Transport Fee Recovery	1,400,000	1,175,000	(225,000)	-16.1%
Mosquito Control	2,000	1,000	(1,000)	-50.0%
Parks & Recreation	532,400	521,100	(11,300)	-2.1%
Library Fines & Fees	53,500	56,000	2,500	4.7%
Computer Support	6,500	3,900	(2,600)	-40.0%
Other	5,100	5,000	(100)	-2.0%
Total	<u>\$ 2,224,210</u>	<u>\$ 1,999,000</u>	<u>\$ (225,210)</u>	-10.1%
Fiscal Agent Fees	<u>\$ 200,400</u>	<u>\$ 220,000</u>	<u>\$ 19,600</u>	9.8%
Miscellaneous	<u>\$ 182,800</u>	<u>\$ 187,000</u>	<u>\$ 4,200</u>	2.3%
Recovered Costs				
York-Poquoson Courthouse	\$ 449,750	\$ 450,000	\$ 250	0.1%
Streetlight Program	15,000	15,000	-	0.0%
Signage	5,000	5,000	-	0.0%
Williamsburg Public Safety	1,200	1,200	-	0.0%
Regional Radio System MOU	45,000	45,000	-	0.0%
Poquoson 911	323,434	323,000	(434)	-0.1%
Williamsburg 911	555,008	555,000	(8)	0.0%
Postage Reimbursement	800	800	-	0.0%
Poquoson Cooperative Extension	7,560	7,000	(560)	-7.4%
Total	<u>\$ 1,402,752</u>	<u>\$ 1,402,000</u>	<u>\$ (752)</u>	-0.1%

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 the Clerk of Court charges is based on recent trend experience and the decrease in Parks & Recreation fees is based on lower participation.

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. Per a memorandum of agreement between York County and the City of Poquoson, the City is responsible for 19.9% of the costs to operate the courthouse. 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 increase for the E911 mergers is based on the annual consumer price index, per agreement. The City of Poquoson has a contractual agreement with the County to provide Cooperative Extension services for a fee.

Revenue from the State

	FY2016	FY2017	Dollar	Percentage
	<u>Original</u>	<u>Adopted</u>	<u>Change</u>	<u>Change</u>
Mobile Home	\$ 6,400	\$ 8,000	\$ 1,600	25.0%
Rolling Stock	18,500	20,000	1,500	8.1%
PPTRA	8,741,680	8,742,000	320	0.0%
Commonwealth's Attorney	521,158	533,000	11,842	2.3%
Commissioner of the Revenue	194,365	201,000	6,635	3.4%
Treasurer	159,582	176,000	16,418	10.3%
Registrar & Electoral Board	65,250	65,500	250	0.4%
Sheriff	2,606,184	2,629,500	23,316	0.9%
Clerk of Court	453,635	463,000	9,365	2.1%
VJCCA	54,684	54,000	(684)	-1.3%
Library Grant	150,363	150,000	(363)	-0.2%
Court Service Postage	11,200	11,000	(200)	-1.8%
Wireless E-911	220,000	250,000	30,000	13.6%
Four for Life	59,800	60,000	200	0.3%
Fire Protection	176,947	205,000	28,053	15.9%
Emergency Services	25,000	25,000	-	0.0%
DCJS Victim/Witness	24,429	24,000	(429)	-1.8%
VA Commission of Arts	-	5,000	5,000	100.0%
VDEM - Hazmat	-	10,000	10,000	100.0%
Total	<u>\$ 13,489,177</u>	<u>\$ 13,632,000</u>	<u>\$ 142,823</u>	1.1%

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 state-wide 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 General Assembly's FY2016 budget currently includes a 2% across-the-board salary increase for all Constitutional Officers and their Compensation Board funded full-time employees, effective in September 2015. The estimates for FY2017 factor in that increase as well as adjustments for actual collections this year and are based on Senate and House approved budgets.

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 decrease due to the State's change in the calculation methodology.

Other grants include but are not limited to, grants from the Department of Health, Department of Fire Programs, Department of Criminal Justice Services (DCJS), and the Department of Housing and Community Development. A portion of the Victim/Witness grant has been moved from the Federal revenue line, based on the split this year.

Revenue from the Federal Government

	FY2016	FY2017	Dollar	Percentage
	<u>Original</u>	<u>Adopted</u>	<u>Change</u>	<u>Change</u>
Payment in Lieu of Taxes	\$ 9,500	\$ 10,000	\$ 500	5.3%
Housing Assist. Vouchers	95,000	98,000	3,000	3.2%
DCJS Victim/Witness	73,286	123,000	49,714	67.8%
DCJS Domestic Violence	27,366	27,000	(366)	-1.3%
Social Svcs CAP Reimb	100,000	125,000	25,000	25.0%
Civil Defense	45,529	45,000	(529)	-1.2%
Library E-Rate	13,000	13,000	-	0.0%
Total	\$ 363,681	\$ 441,000	\$ 77,319	21.3%

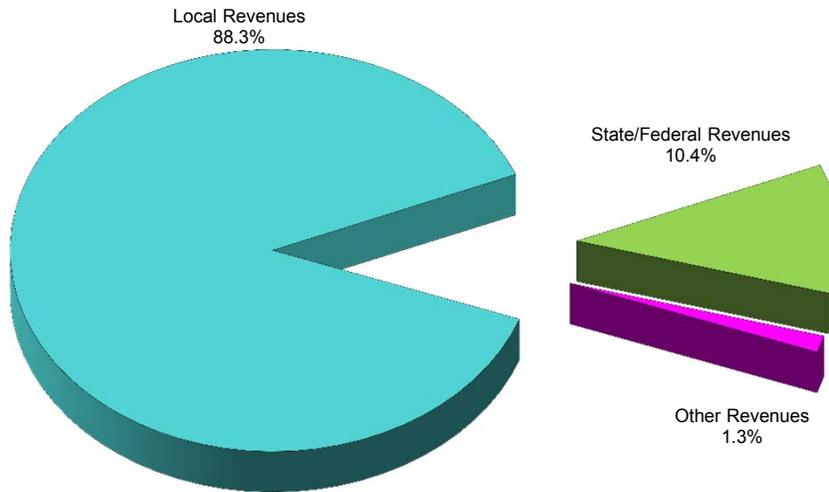
Payment in Lieu of Taxes represents a County-imposed service charge on real estate that is exempt from property taxation. The County also receives federal funding for its housing, Victim-Witness and Domestic Violence programs. A portion of the Victim/Witness grant has been moved to the State revenue line, based on this year's split. 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

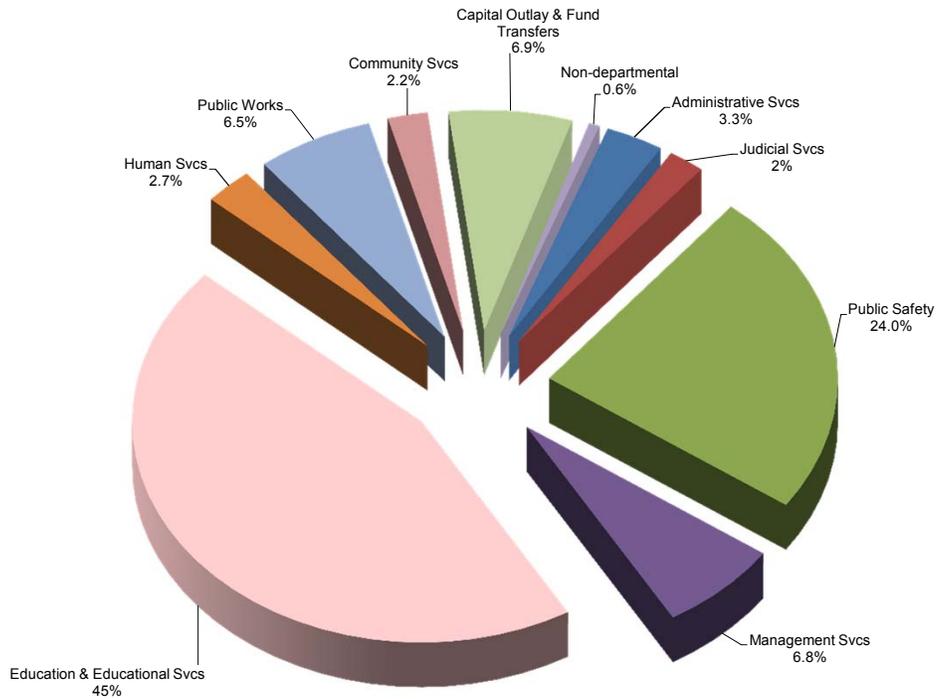
	FY2016	FY2017	Dollar	Percentage
	<u>Original</u>	<u>Adopted</u>	<u>Change</u>	<u>Change</u>
Transfer from Other Funds				
School Division	\$ 1,709,191	\$ 1,674,000	\$ (35,191)	-2.1%
CDA Special Revenue Fund	150,000	150,000	-	0.0%
Total	\$ 1,859,191	\$ 1,824,000	\$ (35,191)	-1.9%

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. 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
FY2017 - BY SOURCE**



**GENERAL FUND EXPENDITURES
FY2017 - BY FUNCTIONAL AREA**

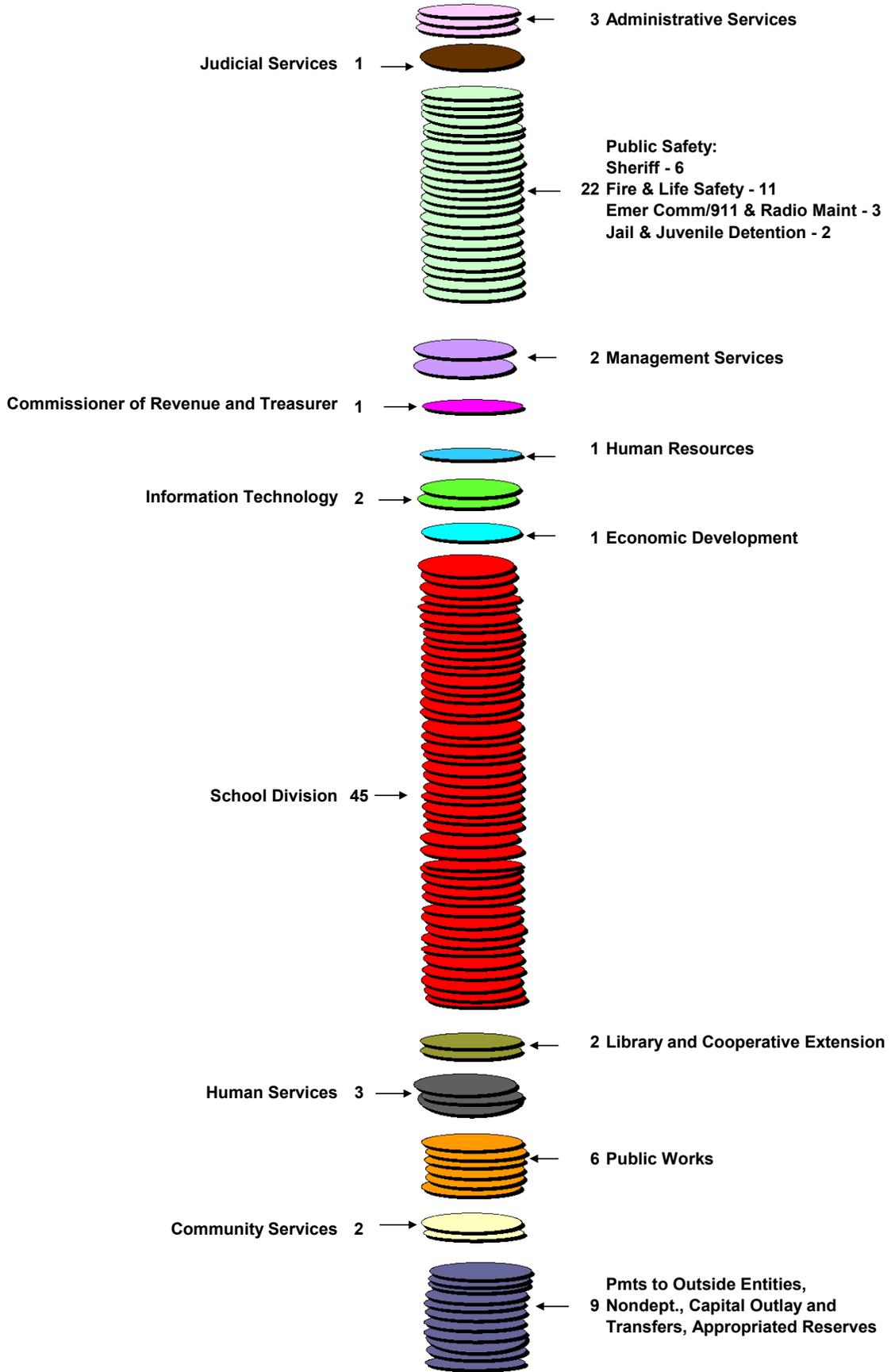


**General Fund
Expenditure Summary**

Activity Title	FY2013 Actual Expenditures	FY2014 Actual Expenditures	FY2015 Actual Expenditures	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget	\$ Changed	% of Change
Administrative Services								
10111 Board of Supervisors	289,429	301,981	340,421	348,276	348,276	350,497	2,221	0.6%
10121 County Administration	463,763	623,771	497,835	675,525	675,525	639,689	(35,836)	-5.3%
10122 Public Info & Community Relations	134,391	117,308	142,787	177,413	177,413	359,320	181,907	102.5%
10123 Video Services	342,684	367,670	429,708	468,929	468,929	467,420	(1,509)	-0.3%
10124 County Attorney	484,461	397,643	397,667	418,507	418,507	408,844	(9,663)	-2.3%
10131 General Registrar's Office	245,327	225,750	226,986	250,849	250,849	272,777	21,928	8.7%
10132 Electoral Board	90,358	66,132	69,219	121,114	121,114	114,466	(6,648)	-5.5%
40341 Building Regulation	858,714	942,983	826,712	954,556	954,556	942,752	(11,804)	-1.2%
40813 Board of Zoning/Subdivision Appeals	2,106	1,562	1,439	4,000	4,000	4,100	100	2.5%
40816 Development & Compliance	721,068	738,544	793,112	809,677	809,677	857,446	47,769	5.9%
Subtotal	<u>3,632,301</u>	<u>3,783,344</u>	<u>3,725,886</u>	<u>4,228,846</u>	<u>4,228,846</u>	<u>4,417,311</u>	<u>188,465</u>	<u>4.5%</u>
Judicial Services								
20211 Circuit Court	62,992	63,293	59,116	87,896	87,896	95,743	7,847	8.9%
20212 General District Court	25,374	21,940	21,025	29,935	29,935	29,090	(845)	-2.8%
20213 Juvenile & Domestic Relations Court	14,488	18,217	15,920	15,695	15,695	15,925	230	1.5%
20214 Clerk of the Circuit Court	896,087	926,215	889,907	922,028	922,028	895,383	(26,645)	-2.9%
20216 Colonial Group Home Commission	432,996	435,538	433,871	422,810	422,810	435,428	12,618	3.0%
20217 Magistrate	408	671	1,025	1,200	1,200	1,355	155	12.9%
20221 Commonwealth's Attorney	879,696	929,525	985,505	1,042,705	1,042,705	1,039,105	(3,600)	-0.4%
20222 Victim-Witness Assistance Program	220,821	196,393	209,135	203,871	203,871	206,903	3,032	1.5%
20223 Domestic Violence Program	33,041	43,258	47,218	46,920	46,920	48,245	1,325	2.8%
Subtotal	<u>2,565,903</u>	<u>2,635,050</u>	<u>2,662,722</u>	<u>2,773,060</u>	<u>2,773,060</u>	<u>2,767,177</u>	<u>(5,883)</u>	<u>-0.2%</u>
Public Safety								
30311 Sheriff General Operations	1,467,060	1,524,384	1,611,080	1,589,261	1,589,261	1,698,417	109,156	6.9%
30312 Law Enforcement	5,043,673	5,098,809	4,963,142	5,402,262	5,402,262	5,597,868	195,606	3.6%
30313 Investigations	1,539,765	1,615,095	1,662,231	1,705,748	1,705,748	1,722,940	17,192	1.0%
30314 Civil Operations/Court Security	1,322,828	1,340,439	1,351,273	1,439,889	1,439,889	1,434,244	(5,645)	-0.4%
30315 Adult Corrections	2,666,650	2,673,646	2,624,951	2,566,191	2,566,191	2,613,821	47,630	1.9%
30316 School Resource Officers	327,621	300,243	421,565	439,540	439,540	442,907	3,367	0.8%
30320 Fire & Life Safety Administration	265,111	274,442	287,977	302,719	302,719	306,192	3,473	1.2%
30321 Fire & Rescue Operations	10,822,418	10,979,929	11,152,367	11,777,021	11,777,021	11,894,278	117,257	1.0%
30322 Tech Services & Special Operations	391,839	375,429	460,621	577,391	577,391	591,154	13,763	2.4%
30323 Prevention & Community Safety	325,746	328,020	337,825	361,847	361,847	367,000	5,153	1.4%
30333 Juvenile Corrections	375,260	446,387	502,244	479,470	479,470	459,500	(19,970)	-4.2%
30352 Animal Control	240,449	336,725	428,741	503,829	503,829	531,763	27,934	5.5%
30355 Emergency Management & Support Ser	214,578	232,211	212,282	270,167	270,167	267,293	(2,874)	-1.1%
30356 Emergency Communications	2,701,304	2,742,280	2,755,772	3,007,250	3,007,250	3,156,002	148,752	5.0%
30357 Radio Maintenance	1,099,731	1,160,899	1,163,463	1,175,962	1,175,962	1,253,000	77,038	6.6%
Subtotal	<u>28,804,033</u>	<u>29,428,938</u>	<u>29,935,534</u>	<u>31,598,547</u>	<u>31,598,547</u>	<u>32,336,379</u>	<u>737,832</u>	<u>2.3%</u>
Management Services								
50119 Finance Administration	116,310	197,043	190,534	200,219	200,219	250,675	50,456	25.2%
50121 Information Technology	1,895,381	1,869,566	1,850,746	2,045,866	2,045,866	2,133,805	87,939	4.3%
50122 Human Resources	549,662	560,200	574,584	607,766	607,766	753,149	145,383	23.9%
50123 Accounting & Financial Reporting	-	-	-	-	-	340,550	340,550	100.0%
50124 Budget	412,881	419,684	421,354	497,983	497,983	354,499	(143,484)	-28.8%
50125 Fiscal Accounting Services	702,875	692,295	670,196	750,718	750,718	691,561	(59,157)	-7.9%
50126 Commissioner of the Revenue	1,056,851	1,063,923	1,087,143	1,161,857	1,161,857	1,164,143	2,286	0.2%
50127 Treasurer	877,343	891,774	826,804	925,254	925,254	902,563	(22,691)	-2.5%
50128 Real Estate Assessment	414,606	496,258	379,329	561,666	561,666	514,892	(46,774)	-8.3%
50129 Central Purchasing	405,078	415,312	424,995	441,707	441,707	437,603	(4,104)	-0.9%
50141 Central Administration Services	77,623	89,684	105,154	183,181	183,181	119,708	(63,473)	-34.7%
50146 Central Insurance	386,398	380,274	404,549	418,227	418,227	429,687	11,460	2.7%
50811 Planning	458,840	485,165	483,234	516,207	516,207	470,262	(45,945)	-8.9%
50812 Planning Commission	17,302	17,937	17,585	21,912	21,912	24,912	3,000	13.7%
50915 Economic Development	327,394	327,394	327,394	269,522	269,522	233,236	(36,286)	-13.5%
50920 Office of Economic Development	376,003	392,398	397,530	419,711	419,711	459,484	39,773	9.5%
Subtotal	<u>8,074,547</u>	<u>8,298,907</u>	<u>8,161,131</u>	<u>9,021,796</u>	<u>9,021,796</u>	<u>9,280,729</u>	<u>258,933</u>	<u>2.9%</u>
Education & Educational Services								
60601 School Ops & Capital/Debt Svc - Local	56,713,423	57,886,916	58,344,211	57,711,205	57,711,205	58,139,088	427,883	0.7%
60731 Library Services	2,490,395	2,559,575	2,584,605	2,751,449	2,751,449	2,801,873	50,424	1.8%
60831 Cooperative Extension	30,917	33,141	41,493	48,960	48,960	57,666	8,706	17.8%
Subtotal	<u>59,234,735</u>	<u>60,479,632</u>	<u>60,970,309</u>	<u>60,511,614</u>	<u>60,511,614</u>	<u>60,998,627</u>	<u>487,013</u>	<u>0.8%</u>

Activity Title	FY2013 Actual Expenditures	FY2014 Actual Expenditures	FY2015 Actual Expenditures	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget	\$ Changed	% of Change
Human Services								
61533 Social Services - Local Share	1,531,841	1,368,720	1,829,117	2,123,565	2,123,565	2,171,958	48,393	2.3%
61535 Payments to Outside Entities	1,304,266	1,328,630	1,350,120	1,495,647	1,495,647	1,515,366	19,719	1.3%
Subtotal	<u>2,836,107</u>	<u>2,697,350</u>	<u>3,179,237</u>	<u>3,619,212</u>	<u>3,619,212</u>	<u>3,687,324</u>	<u>68,112</u>	1.9%
Public Works								
70119 Administration	426,275	420,018	325,316	469,989	469,989	481,174	11,185	2.4%
70431 Engineering & Facility Maintenance	2,251,109	2,132,338	2,174,134	2,286,422	2,286,422	2,118,531	(167,891)	-7.3%
70432 Facility/Utility Charges	978,470	973,395	976,327	1,090,256	1,090,256	1,090,256	-	0.0%
70434 Grounds Maintenance & Construction	2,609,603	2,956,692	3,153,089	3,254,332	3,254,332	3,264,789	10,457	0.3%
70446 Stormwater Operations	864,888	889,013	900,314	949,253	949,253	961,578	12,325	1.3%
70447 Stormwater Engineering	570,973	593,362	523,103	634,609	634,609	652,671	18,062	2.9%
70448 Calendar Program	7,318	8,922	9,014	10,625	10,625	-	(10,625)	-100.0%
70512 Mosquito Control	264,284	255,394	257,192	292,757	292,757	281,020	(11,737)	-4.0%
70821 Wetlands & Chesapeake Bay Boards	5,969	6,089	5,224	8,170	8,170	8,570	400	4.9%
Subtotal	<u>7,978,889</u>	<u>8,235,223</u>	<u>8,323,713</u>	<u>8,996,413</u>	<u>8,996,413</u>	<u>8,858,589</u>	<u>(137,824)</u>	-1.5%
Community Services								
81119 Administration	75,631	197,440	215,226	218,267	218,267	295,867	77,600	35.6%
81547 Housing & Special Programs	686,139	644,580	651,103	669,044	1,629,578	682,475	13,431	2.0%
81712 Parks, Recreation & Tourism	1,936,266	1,973,899	1,945,754	2,050,271	2,050,271	2,055,093	4,822	0.2%
Subtotal	<u>2,698,036</u>	<u>2,815,919</u>	<u>2,812,083</u>	<u>2,937,582</u>	<u>3,898,116</u>	<u>3,033,435</u>	<u>95,853</u>	3.3%
Capital Outlay & Fund Transfers								
90912 Capital Outlay & Fund Transfers	7,225,008	7,275,359	7,722,706	8,283,419	8,283,419	9,371,919	1,088,500	13.1%
Subtotal	<u>7,225,008</u>	<u>7,275,359</u>	<u>7,722,706</u>	<u>8,283,419</u>	<u>8,283,419</u>	<u>9,371,919</u>	<u>1,088,500</u>	13.1%
Non-Departmental								
90721 Payments to Outside Entities	306,494	303,411	293,505	309,727	309,727	319,022	9,295	3.0%
90911 Non-Departmental	808,464	779,946	1,138,348	1,071,065	1,071,065	468,488	(602,577)	-56.3%
90913 Appropriated Reserves	21,002	8,081	17,848	50,000	50,000	50,000	-	0.0%
Subtotal	<u>1,135,960</u>	<u>1,091,438</u>	<u>1,449,701</u>	<u>1,430,792</u>	<u>1,430,792</u>	<u>837,510</u>	<u>(593,282)</u>	-41.5%
Totals	<u>124,185,519</u>	<u>126,741,160</u>	<u>128,943,022</u>	<u>133,401,281</u>	<u>134,361,815</u>	<u>135,589,000</u>	<u>2,187,719</u>	1.6%

**Uses of the Local Dollar
Fiscal Year 2017**



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Administrative & Legal Services

224 Ballard Street
Yorktown, Virginia 23690
Telephone (757) 890-3300
Hours of Operation: Monday - Friday 8:15am - 5:00pm

**COUNTY OF YORK, VIRGINIA
ADMINISTRATIVE & LEGAL SERVICES**

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

	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Amount	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget	% of Total FY2017 Funding Sources
Funding Sources							
Local/State/Fed Non-Categorical	\$ 1,371,318	\$ 1,440,596	\$ 1,378,710	\$ 1,619,721	\$ 1,619,721	\$ 1,758,350	100.00%
Charges for Services	101	107	-	-	-	-	0.00%
State/Federal Aid & Grants	625	-	-	-	-	-	0.00%
Total Funding Sources	\$ 1,372,044	\$ 1,440,703	\$ 1,378,710	\$ 1,619,721	\$ 1,619,721	\$ 1,758,350	100.00%
Expenditure by Activity							
Board of Supervisors	\$ 289,429	\$ 301,981	\$ 340,421	\$ 348,276	\$ 348,276	\$ 350,497	0.64%
County Administration	463,763	623,771	497,835	675,525	675,525	639,689	-5.30%
Public Information/Community Relations	134,391	117,308	142,787	177,413	177,413	359,320	102.53%
County Attorney	484,461	397,643	397,667	418,507	418,507	408,844	-2.31%
Total Expenditures	\$ 1,372,044	\$ 1,440,703	\$ 1,378,710	\$ 1,619,721	\$ 1,619,721	\$ 1,758,350	8.56%
Expenditure by Category							
Personnel Services	\$ 1,051,433	\$ 1,209,343	\$ 1,127,084	\$ 1,341,716	\$ 1,341,716	\$ 1,466,551	9.30%
Contractual Services	211,879	125,273	133,205	128,735	128,735	132,022	2.55%
Internal Services	9,452	12,011	11,161	12,785	12,785	11,692	-8.55%
Other Charges	75,079	73,402	75,557	102,875	102,875	121,560	18.16%
Materials & Supplies	15,765	14,572	20,191	15,310	15,310	15,825	3.36%
Capital Outlay	8,436	6,102	11,512	18,300	18,300	10,700	-41.53%
Total Expenditures	\$ 1,372,044	\$ 1,440,703	\$ 1,378,710	\$ 1,619,721	\$ 1,619,721	\$ 1,758,350	8.56%
Total Funded FTEs	10.50	9.50	9.50	10.50	11.50	12.50	



Other Key Service Indicators						
Board items reviewed	159	180	169	185	185	200
Resolutions and ordinances certified	236	169	146	200	180	200
Pages prepared for agenda package	1,746	2,780	2618	3000	2900	3,000
Media inquiries received	300	260	260	325	325	325
Freedom of Information Act requests	158	245	245	200	200	200
Meetings with staff, residents, boards & commissions	339	331	332	340	325	325
Civil suits, CPS & APS cases, special education cases	37	39	34	40	35	35
Court appearances; student disciplinary hearings	168	189	179	200	175	175
Ordinances and resolutions drafted and reviewed	142	155	139	150	140	140
Contracts and legal documents drafted and reviewed	407	507	543	525	500	500

**Administrative & Legal Services
Board of Supervisors - Activity #10111**

Serves, by law, as the governing body of the County of York; sets goals and objectives; establishes priorities for County programs and services; appoints the County Administrator, County Attorney, and members of various boards and commissions; adopts the annual budget; appropriates funds; and sets tax rates.

Mission

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:

- emphasize efficiency, effectiveness, and openness of County government;
- protect the physical, historical, and environmental heritage of the County;
- ensure that growth and development are positive forces on the quality of life; and
- value and respect the individual.

Goals

- 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.

Implementation Strategies

- Establish County legislative and administrative policies through the adoption of ordinances and resolutions.
- Develop legislative priorities for the General Assembly, providing assistance to the local delegation in accomplishing the County's legislative program.

Budget Comments - FY2017

Funding for personnel reflects a fiscal year market adjustment of 1% plus a flat rate increase effective October 1 of \$500 or \$1250, depending on length of service. Rate increases in group life, health and dental are programmed, as well as a reduction to the VRS rate. Increases in funding are programmed for advertising and telecommunications-data lines cost. Decreases are programmed in Capital Outlay.

	FY2013	FY2014	FY2015	FY2016	FY2016	FY2017
	Actual	Actual	Actual	Original	Estimated	Adopted
	Amount	Amount	Amount	Budget	Budget	Budget
Expenditures						
Personnel Services	\$ 157,239	\$ 159,852	\$ 172,885	\$ 176,591	\$ 176,591	\$ 180,887
Contractual Services	89,282	96,559	120,051	102,775	102,775	107,225
Internal Services	106	145	273	100	100	150
Other Charges	41,024	40,524	42,103	55,385	55,385	60,310
Materials & Supplies	1,778	848	1,814	1,925	1,925	1,925
Capital Outlay	-	4,053	3,295	11,500	11,500	-
Total Expenditures	\$ 289,429	\$ 301,981	\$ 340,421	\$ 348,276	\$ 348,276	\$ 350,497
Funded FTEs						
Professional/Technical	1.00	1.00	1.00	1.00	1.00	1.00
Total Funded FTEs	1.00	1.00	1.00	1.00	1.00	1.00

IT'S A FACT:

The York County Board of Supervisors is comprised of five York County residents, one each from the five election districts.



**Administrative & Legal Services
County Administration - Activity #10121**

Mission

The County Administrator is the Chief Administrative Officer of the County, appointed by the Board of Supervisors, responsible for the execution of policies established by the Board. The County Administrator also serves as the Director of Emergency Services and is chiefly responsible for all purchasing done on behalf of the Board of Supervisors. The Deputy County Administrators are responsible for developing and managing financial policies and a performance management system and to effectively communicate financial results and performance outcomes and efficiencies. They also provide leadership and support to the various departments.

Goals

- Manage the daily administrative operations of the County.
- Provide administrative and legislative support services to the Board of Supervisors.
- Develop an annual budget.
- One Deputy County Administrator also serves as the Zoning Administrator and is responsible for oversight of Planning, Development Services, Community Services and Public Information.
- Another Deputy County Administrator is responsible for oversight of Finance, Human Resources, Information Technology, and Real Estate Assessments.
- Establish and maintain a County-wide performance measurement, evaluation and reporting system.

Implementation Strategies

- Continue implementation of the County's Program Effectiveness Process.
- Continue efforts to support high-quality customer service delivery.
- With guidance from the County Administrator and in coordination with user departments, develop reporting systems to present financial results, and performance outcomes and efficiencies to the Board of Supervisors, residents and bond rating agencies.
- Develop formal financial policies, long-range operating financial plans and forecasts, and long-range revenue forecast models.

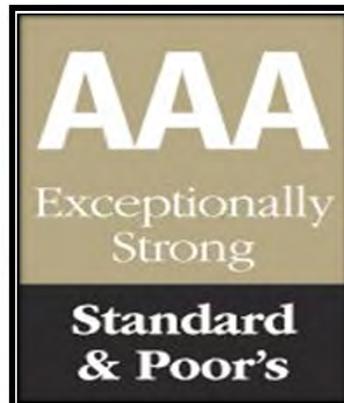
Budget Comments - FY2017

Funding for personnel reflects a fiscal year market adjustment of 1% plus a flat rate increase effective October 1 of \$500 or \$1250, depending on length of service. Rate increases in group life, health and dental are programmed, as well as a reduction to the VRS rate. Personnel decreases are attributable to a reallocation and personnel changes which resulted in cost savings.

	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Amount	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget
<u>Expenditures</u>						
Personnel Services	\$ 435,339	\$ 594,591	\$ 460,294	\$ 636,530	\$ 636,530	\$ 598,099
Contractual Services	355	691	713	1,430	1,430	1,645
Internal Services	7,767	11,170	10,190	12,085	12,085	10,985
Other Charges	12,932	12,150	11,159	20,880	20,880	22,460
Materials & Supplies	2,718	3,120	7,262	2,300	2,300	2,600
Capital Outlay	4,652	2,049	8,217	2,300	2,300	3,900
Total Expenditures	\$ 463,763	\$ 623,771	\$ 497,835	\$ 675,525	\$ 675,525	\$ 639,689
<u>Funded FTEs</u>						
Management	2.50	2.50	2.50	2.50	2.50	2.50
Professional/Technical	1.00	1.00	1.00	1.00	1.00	1.00
Admin/Clerical	1.00	1.00	1.00	1.00	1.00	1.00
Total Funded FTEs	4.50	4.50	4.50	4.50	4.50	4.50

IT'S A FACT:

York County currently has a 'AAA' rating from Standard & Poor's for our general obligation (GO) bond. This is the highest rating that Standard & Poor's assigns. This means that the obligor's capacity to meet its financial commitment on the obligation is extremely strong.



Administrative & Legal Services
Public Information & Community Relations - Activity #10122

Mission

To foster resident understanding and appreciation of County government policies, practices and operations; to increase the willingness of residents to participate in County government; to assist residents who seek information or voice complaints; and to provide communications support to the County's marketing, tourism, and economic development efforts.

Goals

- Provide the news media with information concerning County policies, practices, operations, and events.
- Ensure the county's compliance with the Freedom of Information Act.
- Serve as media advisor to County staff, arrange interviews and press conferences.
- Produce the County Annual Report, four Citizen Newsletters, employee publications, and a series of informational brochures dealing with all facets and services of County government.
- Develop and implement responses to residents' concerns and complaints.
- Coordinate, as necessary, public information meetings on current policy issues (such as associations of homeowners).
- Provide public information during emergency situations.

Implementation Strategies

- To further promote and publicize economic development and tourism.
- Support the expanding Tourism and Events Division with promotion of its activities, especially the activities planned in and around Riverwalk Landing.
- Keep current information in "Front and Center" section of County's website home page.
- Continue updating and standardizing official County publications and brochures to ensure consistency of appearance and style.
- Provide local media story ideas about the positive services and programs offered by the County.

Budget Comments - FY2017

Funding for personnel reflects a fiscal year market adjustment of 1% plus a flat rate increase effective October 1 of \$500 or \$1250, depending on length of service. Rate increases in group life, health and dental are programmed, as well as a reduction to the VRS rate. An increase in personnel is attributed to a reallocation of a full-time position from Information Technology and funding for a new full-time management position. Increases in non-personnel are attributable to a new communication initiative throughout the County and the replacement of computers and software.

	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Amount	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget
Expenditures						
Personnel Services	\$ 102,494	\$ 87,074	\$ 111,526	\$ 137,578	\$ 137,578	\$ 300,995
Contractual Services	10,644	11,856	9,829	16,700	16,700	17,750
Internal Services	673	348	349	25	25	25
Other Charges	17,017	16,898	18,881	21,550	21,550	33,600
Materials & Supplies	1,529	1,132	2,202	1,560	1,560	1,650
Capital Outlay	2,034	-	-	-	-	5,300
Total Expenditures	\$ 134,391	\$ 117,308	\$ 142,787	\$ 177,413	\$ 177,413	\$ 359,320
Funded FTEs						
Management	1.00	1.00	1.00	1.00	1.00	2.00
Professional/Technical	1.00	-	-	-	1.00	1.00
Admin/Clerical	-	-	-	1.00	1.00	1.00
Total Funded FTEs	2.00	1.00	1.00	2.00	3.00	4.00

IT'S A FACT:
In FY2015, the Public Information Office issued 205 press releases.



Administrative & Legal Services
County Attorney - Activity #10124

Mission

To provide fulltime legal services on civil matters for the Board of Supervisors, School Division, Department of Social Services, the Economic Development Authority, County Administrator, as well as the departments, administrative offices and constitutional officers of the County, and various other County boards, commissions, and agencies.

Goals

- Provide quality and timely legal services to the County.
- Emphasize 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.
- Maintain a state-of-the-art legal office.

Implementation Strategies

- Help implement new initiatives of the Board and the County and changes in County programs, ordinances or regulations mandated by changes in Federal or State laws.
- Ensure that the County is in compliance with legal requirements, that the County's exposure to risk is minimized, and that the most efficient and effective practices are followed.
- Seek new and improved ways to assist with file organization and retrieval to help maintain a state-of-the-art law office.
- Represent the County and its interests in courts of law and legal negotiation; prepare and review ordinances, resolutions, contracts, agreements, leases, deeds and other legal documents to which the County is a party; advise County officials on the legal aspects of County policies, programs and business matters.
- Consult with County officials and staff as needed. Review proposed legislation, administrative papers, contracts, agreements, leases, and other legal documents; respond to written requests for legal opinions; continually review and recommend amendments to the County Code in order to keep the County's laws up to date; attend all regularly scheduled meetings of the Board of Supervisors, Planning Commission, Board of Zoning Appeals, and School Board; draft the County's legislative program, propose legislation as needed, and testify before legislative committees of the General Assembly.

Budget Comments - FY2017

Funding for personnel reflects a fiscal year market adjustment of 1% plus a flat rate increase effective October 1 of \$500 or \$1250, depending on length of service. Rate increases in group life, health and dental are programmed, as well as a reduction to the VRS rate. Decreases in non-personnel are attributed to a decrease in outside legal services and routine replacement of computers.

	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Amount	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget
Expenditures						
Personnel Services	\$ 356,361	\$ 367,826	\$ 382,379	\$ 391,017	\$ 391,017	\$ 386,570
Contractual Services	111,598	16,167	2,612	7,830	7,830	5,402
Internal Services	906	348	349	575	575	532
Other Charges	4,106	3,830	3,414	5,060	5,060	5,190
Materials & Supplies	9,740	9,472	8,913	9,525	9,525	9,650
Capital Outlay	1,750	-	-	4,500	4,500	1,500
Total Expenditures	\$ 484,461	\$ 397,643	\$ 397,667	\$ 418,507	\$ 418,507	\$ 408,844
Funded FTEs						
Management	1.00	1.00	1.00	1.00	1.00	1.00
Professional/Technical	1.00	1.00	1.00	1.00	1.00	1.00
Admin/Clerical	1.00	1.00	1.00	1.00	1.00	1.00
Total Funded FTEs	3.00	3.00	3.00	3.00	3.00	3.00

IT'S A FACT:

In FY2015, the County Attorney's office drafted and reviewed over 543 contracts and legal documents.





Video Services
Video Services - Activity #10123

Mission

Provide timely, useful information to York County residents about County, Schools, and regional government programs, services, and issues, in an effort to promote awareness and stimulate resident involvement.

Goals

- Improve community and business relations through communications, media relations, and education programs.
- Promote the Board of Supervisors, the County Administrator, School Board and School Superintendent goals and objectives.
- Provide educational support to York County Schools.
- Improve the efficiency of cablecast operations and other distribution methods, establish a marketing plan, and develop future programming.
- Improve efficiency of video services for the County and School System.

Implementation Strategies

- Create new programs for Video Services-managed channels.
- Maintain technical capabilities of Video Services.
- Implement internal and external marketing of Video Services.

Budget Comments - FY2017

Funding for personnel reflects a fiscal year market adjustment of 1% plus a flat rate increase effective October 1 of \$500 or \$1250, depending on length of service. Rate increases in group life, health and dental are programmed, as well as a reduction to the VRS rate. Increases in non-personnel are attributable to increases in maintenance service contracts, telecommunication for cell phones and data-line connections. Decreases in non-personnel are attributable to a decrease in funding for scheduled replacement of equipment and computers.

	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Amount	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget
Funding Sources						
Local/State/Fed Non-Categorical	\$ 264,707	\$ 245,993	\$ 288,017	\$ 312,929	\$ 312,929	\$ 321,920
Charges for Services	571	752	593	500	500	500
State/Federal Aid & Grants	115	-	-	-	-	-
School Support	77,291	120,925	141,098	155,500	155,500	145,000
Total Funding Sources	\$ 342,684	\$ 367,670	\$ 429,708	\$ 468,929	\$ 468,929	\$ 467,420
Expenditures						
Personnel Services	\$ 303,340	\$ 330,758	\$ 376,324	\$ 392,700	\$ 392,700	\$ 395,111
Contractual Services	9,407	8,247	10,937	15,500	15,500	17,550
Internal Services	4,921	4,240	3,902	9,409	9,409	6,659
Other Charges	6,172	6,294	7,526	9,770	9,770	12,250
Materials & Supplies	12,997	11,784	11,291	11,050	11,050	11,150
Capital Outlay	5,847	6,347	19,728	30,500	30,500	24,700
Total Expenditures	\$ 342,684	\$ 367,670	\$ 429,708	\$ 468,929	\$ 468,929	\$ 467,420
Funded FTEs						
Management	1.00	1.00	1.00	1.00	1.00	1.00
Professional/Technical	3.00	4.00	4.00	4.00	4.00	4.00
Admin/Clerical	0.50	0.50	0.50	0.50	0.50	0.50
Total Funded FTEs	4.50	5.50	5.50	5.50	5.50	5.50
Key Service Indicators						
County production hours	3,127	2,658	2,902	2,800	2,658	2,800
School production hours	2,415	2,658	2,189	2,800	2,658	2,800
Joint County/School production hours	1,180	1,200	1,221	1,600	1,200	1,600
Webstreaming views	7,306	8,000	8,694	7,400	7,000	7,400
Bulletin board pages	1,703	1,800	1,897	1,600	1,700	1,600

IT'S A FACT:

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.





Election Services

224 Ballard Street

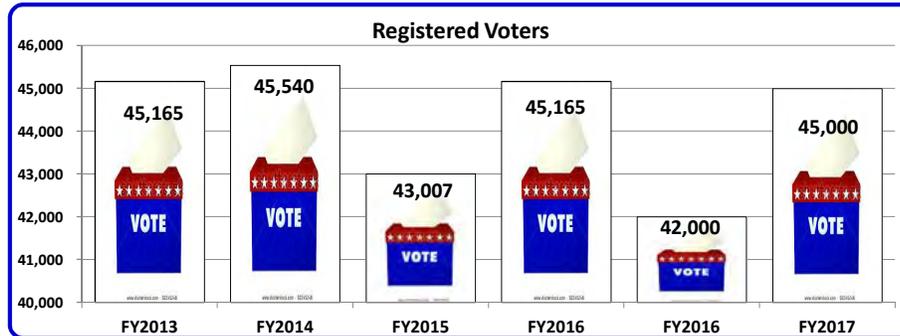
Yorktown, Virginia 23690

Telephone (757) 890-3440

Hours of Operation: Monday - Friday 8:15am - 5:00pm

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.

	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Amount	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget	% of Total FY2017 Funding Sources
Funding Sources							
Local/State/Fed Non-Categorical	\$ 285,427	\$ 245,801	\$ 250,198	\$ 306,713	\$ 306,713	\$ 321,743	83.09%
State/Federal Aid & Grants	5,600	-	-	-	-	-	0.00%
State Board of Elections	44,658	46,081	46,007	65,250	65,250	65,500	16.91%
Total Funding Sources	\$ 335,685	\$ 291,882	\$ 296,205	\$ 371,963	\$ 371,963	\$ 387,243	100.00%
Expenditure by Activity							
General Registrar's Office	\$ 245,327	\$ 225,750	\$ 226,986	\$ 250,849	\$ 250,849	\$ 272,777	8.74%
Electoral Board	90,358	66,132	69,219	121,114	121,114	114,466	-5.49%
Total Expenditures	\$ 335,685	\$ 291,882	\$ 296,205	\$ 371,963	\$ 371,963	\$ 387,243	4.11%
Expenditure by Category							
Personnel Services	\$ 242,218	\$ 222,936	\$ 224,199	\$ 242,838	\$ 242,838	\$ 261,793	7.81%
Contractual Services	65,687	51,492	53,859	104,450	104,450	94,730	-9.31%
Internal Services	1,540	1,982	1,156	2,250	2,250	2,000	-11.11%
Other Charges	14,142	12,180	10,905	15,825	15,825	20,720	30.93%
Materials & Supplies	4,832	1,833	3,099	3,600	3,600	4,800	33.33%
Capital Outlay	7,266	1,459	2,987	3,000	3,000	3,200	6.67%
Total Expenditures	\$ 335,685	\$ 291,882	\$ 296,205	\$ 371,963	\$ 371,963	\$ 387,243	4.11%
Total Funded FTEs	3.50	3.50	3.50	3.50	3.50	3.50	



Other Key Service Indicators						
Voter registration transactions	7,453	5,686	5,196	5,300	5,300	8,000
Precincts	14	14	14	14	14	14
Elections held	2	2	2	3	2	2
Voting machines prepared	152	89	89	106	74	67
Officers of election trained	473	241	257	413	272	404

Election Services
General Registrar's Office - Activity #10131

Mission

Required by the Code of Virginia to register, reinstate, transfer, and update voter records for any qualified resident of Virginia, as well as delete those residents who are no longer qualified to vote; handles applications from several agencies in Virginia as well as federal and national forms; and handles all absentee voting and candidate filings.

Goals

- Register to vote all qualified York County residents.
- Continue to comply with federal, state, and local election laws.
- Provide timely and quality service to residents, candidates, news media, and elected officials.
- Increase public awareness of voter registration and absentee voting processes.
- Provide appropriate employee training.
- Assist the Electoral Board with their various responsibilities.

Implementation Strategies

- Adhere to changes in policies and procedures required by the State Board of Elections, as well as federal and state laws.
- Employ work-as-required personnel as required to assist with voter registration and election tasks.
- Assist the Electoral Board with implementing York County's new voting system

Budget Comments - FY2017

Funding for personnel reflects a fiscal year market adjustment of 1% plus a flat rate increase effective October 1 of \$500 or \$1250, depending on length of service. Rate increases in group life, health and dental are programmed, as well as a reduction to the VRS rate. Other personnel increases are attributable to having additional funding for work as required staff to assist with the Presidential election. Increases are programmed in postal service and supplies to support the Presidential election, and the routine replacement of a computer and printer.

	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Amount	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget
Expenditures						
Personnel Services	\$ 229,446	\$ 210,321	\$ 211,460	\$ 229,464	\$ 229,464	\$ 248,217
Contractual Services	2,902	4,274	4,302	6,730	6,730	6,640
Internal Services	1,540	1,982	1,156	2,250	2,250	2,000
Other Charges	7,032	6,694	5,994	7,705	7,705	10,020
Materials & Supplies	2,741	1,020	1,137	1,700	1,700	2,700
Capital Outlay	1,666	1,459	2,937	3,000	3,000	3,200
Total Expenditures	\$ 245,327	\$ 225,750	\$ 226,986	\$ 250,849	\$ 250,849	\$ 272,777
Funded FTEs						
Management	1.00	1.00	1.00	1.00	1.00	1.00
Professional/Technical	2.50	2.50	2.50	2.50	2.50	2.50
Total Funded FTEs	3.50	3.50	3.50	3.50	3.50	3.50

IT'S A FACT:

In FY2017, the Registrar's Office will process over 4,000 absentee voters by mail and in person for the November 2016 Presidential Election.



Election Services
Electoral Board - Activity #10132

Mission

Supervises all elections in the County; appoints the Registrar and the Officers of Election; works with the voting machine technician; purchases voting equipment; orders the printing of ballots; trains Officers of Election; and conducts the certification of all elections.

Goals

- 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.

Implementation Strategies

- Implement the County's new voting machines
- Train all officers of election on new and continued election procedures, including Statements of Results and voting machines.
- Refine security plan for voting machines, as required.

Budget Comments - FY2017

Decreases in non-personnel are attributable to a reduction in cost of data processing fees and maintenance service contracts due to the new voting machines.

	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Amount	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget
Expenditures						
Personnel Services	\$ 12,772	\$ 12,615	\$ 12,739	\$ 13,374	\$ 13,374	\$ 13,576
Contractual Services	62,785	47,218	49,557	97,720	97,720	88,090
Other Charges	7,110	5,486	4,911	8,120	8,120	10,700
Materials & Supplies	2,091	813	1,962	1,900	1,900	2,100
Capital Outlay	5,600	-	50	-	-	-
Total Expenditures	\$ 90,358	\$ 66,132	\$ 69,219	\$ 121,114	\$ 121,114	\$ 114,466

IT'S A FACT:

The November 2016 election will be the first presidential election with York County's new voting



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Building Regulation & Development Services
Building Regulation - Activity #40341

Mission

Ensure that all buildings and structures meet code requirements for structural integrity and safety.

Goals

- Improve customer service through improvements in information technology.
- Continue to provide comments and code requirements to builders, developers and residents of the County that are clearly defined and timely.
- To improve rating of the Building Code Effectiveness Grading Classification.
- To conduct inspections within 24 hours on all buildings within the jurisdiction under construction and buildings hazardous to the public.
- Become proficient in the application and understanding of the 2012 State adopted building codes.
- To conduct periodic training sessions with inspection personnel.

Implementation Strategies

- Expand the Workflow Management System to provide access through the Internet.
- Improve the existing Workflow System inspection and scheduling program to better serve the building community.
- Continue to meet with the members of the Peninsula Home Builders Association.
- Review and implement new guidelines on processing and reviewing building permits.

Budget Comments - FY2017

Funding for personnel reflects a fiscal year market adjustment of 1% plus a flat rate increase effective October 1 of \$500 or \$1250, depending on length of service. Rate increases in group life, health and dental are programmed, as well as a reduction to the VRS rate. Increases are programmed for contractual services, minor furnishings, and the routine replacement of computers. Decreases are programmed in fuel.

	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Amount	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget
Expenditures						
Personnel Services	\$ 790,567	\$ 867,019	\$ 752,488	\$ 871,409	\$ 871,409	\$ 860,049
Contractual Services	13,118	12,982	15,103	8,650	8,650	11,300
Internal Services	33,330	36,120	30,779	42,912	42,912	33,503
Other Charges	14,910	20,295	19,363	20,710	20,710	20,545
Materials & Supplies	3,483	5,667	8,979	7,875	7,875	10,905
Capital Outlay	3,306	900	-	3,000	3,000	6,450
Total Expenditures	\$ 858,714	\$ 942,983	\$ 826,712	\$ 954,556	\$ 954,556	\$ 942,752
Funded FTEs						
Management	1.00	1.00	1.00	1.00	1.00	1.00
Professional/Technical	9.00	9.00	9.00	9.00	9.00	9.00
Admin/Clerical	3.00	3.00	3.00	3.00	3.00	3.00
Total Funded FTEs	13.00	13.00	13.00	13.00	13.00	13.00

IT'S A FACT:

In 2015, Building Regulation facilitated \$22,127,817 of commercial construction and \$47,743,789 of residential construction in the County.

It takes 58 inspections over a period of 10 months to complete a 36 unit apartment building.



**Building Regulation & Development Services
Board of Zoning/Subdivision Appeals - Activity #40813**

Mission

Responsible for reviewing and hearing appeals from the decisions of County administrative officials concerning the Zoning and Subdivision Ordinances and considering requests for variance relief from the requirements of these Ordinances. Created in accordance with State law, the Board is composed of seven York County residents (five regular members and two alternates) appointed by the Circuit Court on an at-large basis. Staff support is provided by the Division of Development Services.

Goals

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

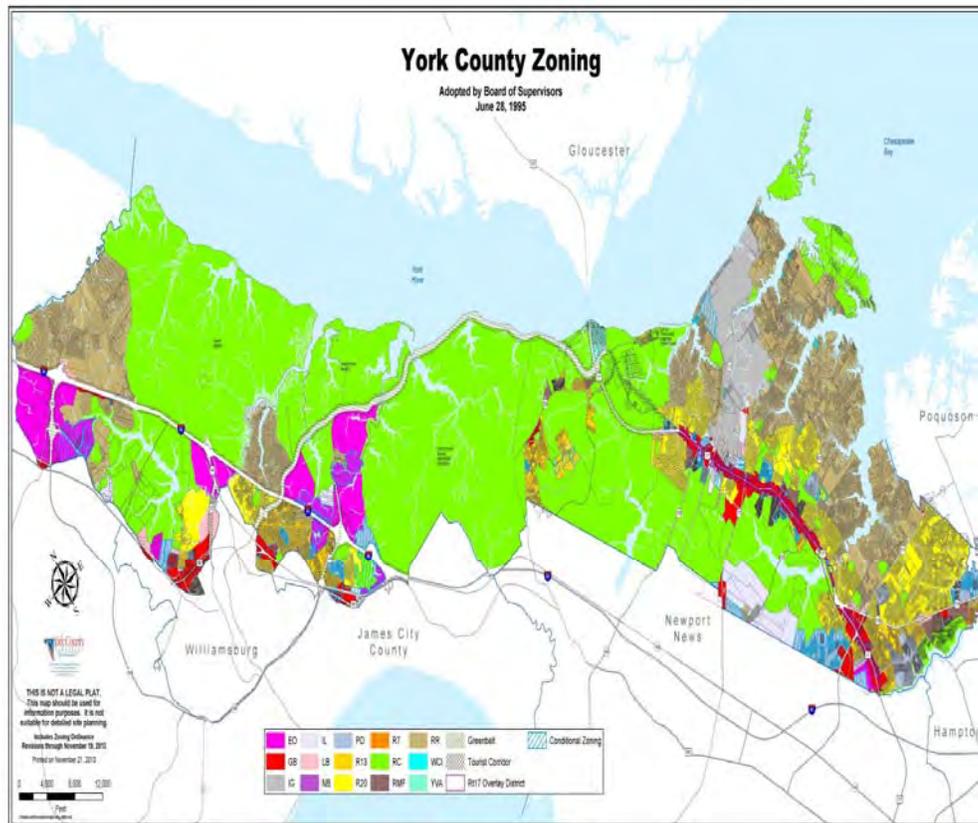
Implementation Strategies

- Acquire and maintain a high level of proficiency in the performance of duties by attending the annual Virginia Certified BZA Training Seminar and attending other pertinent planning/zoning seminars.

Budget Comments - FY2017

There are no significant changes programmed.

	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Amount	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget
Expenditures						
Personnel Services	\$ 527	\$ 188	\$ 301	\$ 1,500	\$ 1,500	\$ 1,500
Contractual Services	1,079	405	555	2,000	2,000	2,000
Other Charges	500	969	583	500	500	600
Total Expenditures	\$ 2,106	\$ 1,562	\$ 1,439	\$ 4,000	\$ 4,000	\$ 4,100



**Building Regulation & Development Services
Development Services - Activity #40816**

Mission

Responsible for the regulation of land use and development activities and the elimination of property-related nuisances within the County. This is accomplished through the administration and enforcement of the County's Zoning and Subdivision Ordinances and various sections of the County Code pertaining to property-related nuisances.

Goals

- Provide 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.
- Enhance and improve the appearance of the County from a development and code compliance perspective.
- Provide improved customer service through better dissemination of development-related information.

Implementation Strategies

- Continue to offer twice-a-month pre-application conferences to the development community with the goal of facilitating better project submissions that result in quicker approvals.
- Focus zoning enforcement activities, especially regarding illegal signage and unauthorized used-car sales, on the County's major corridors to improve their appearances.
- Provide weekend zoning enforcement services to improve community aesthetics.
- Continue to become proficient in the use of the customer service module in the Hansen Development Management System in order to improve services for customers using Division services via the Internet.

Budget Comments - FY2017

Funding for personnel reflects a fiscal year market adjustment of 1% plus a flat rate increase effective October 1 of \$500 or \$1250, depending on length of service. Rate increases in group life, health and dental are programmed, as well as a reduction to the VRS rate. Increases are programmed for work-as-required personnel, miscellaneous contractual services and office supplies.

	FY2013 Actual <u>Amount</u>	FY2014 Actual <u>Amount</u>	FY2015 Actual <u>Amount</u>	FY2016 Original <u>Budget</u>	FY2016 Estimated <u>Budget</u>	FY2017 Adopted <u>Budget</u>
<u>Expenditures</u>						
Personnel Services	\$ 686,444	\$ 701,447	\$ 730,841	\$ 771,895	\$ 771,895	\$ 812,086
Contractual Services	15,053	17,170	18,793	12,400	12,400	19,543
Internal Services	8,057	8,534	10,955	11,792	11,792	11,752
Other Charges	7,322	6,405	6,313	9,300	9,300	9,100
Materials & Supplies	986	1,955	1,085	1,290	1,290	1,965
Capital Outlay	3,206	3,033	5,836	3,000	3,000	3,000
Grants & Donations	-	-	19,289	-	-	-
Total Expenditures	<u>\$ 721,068</u>	<u>\$ 738,544</u>	<u>\$ 793,112</u>	<u>\$ 809,677</u>	<u>\$ 809,677</u>	<u>\$ 857,446</u>
<u>Funded FTEs</u>						
Management	1.00	1.00	1.00	1.00	1.00	1.00
Professional/Technical	7.00	7.00	7.00	7.00	7.00	7.00
Admin/Clerical	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total Funded FTEs	<u>9.00</u>	<u>9.00</u>	<u>9.00</u>	<u>9.00</u>	<u>9.00</u>	<u>9.00</u>

IT'S A FACT:
In 2015, the Office of Site & Subdivision Review conducted 237 reviews of new commercial and residential development projects proposed in the County.



Clerk of the Circuit Court & Commonwealth's Attorney
Clerk of the Circuit Court - Activity #20214

Mission

To provide exceptional services to the citizens of the County of York and City of Poquoson.

Goals

- Continue to enhance technology to provide patrons with excellent service comprised with effectiveness, efficiency and accuracy.
- Continue to educate the public on the services and responsibilities associated with the York County - Poquoson Circuit Court Clerk's Office.
- Back-scan historical documents into Supreme Court of Virginia's Record Management System (RMS) for easy access for members of Secure Remote Access and those utilizing the RMS program within our office.

Implementation Strategies

- The plan to continue to enhance technology consists of the implementation of additional programs that we currently do not have, such as:
 - Digital Appeal Program: The Appeals application creates a digital record of all scanned images, numbers them sequentially and allows the clerk to submit the case electronically to the appellate court.
 - Virginia Judiciary Electronic Filing System: (E-Filing); E-Filing allows the attorney to submit filings electronically rather than the traditional filing.
- Back-Scanning Project: The backscanning of our historical documents will provide easy access for Secure Remote Access (SRA) members along with those who utilize the Supreme Court of Virginia's Records Management System (RMS from within the office.)
- To educate the public on the services and responsibilities associated with the Clerk's Office
 - Facebook: The Clerk's Office will continue to update office milestones and other informational pieces to keep citizens abreast of the "happenings" in the Clerk's Office.
 - Civic Opportunities: The Clerk's Office will continue to participate in civic opportunities at community events for staff to be available for public questions or comments, i.e.: Setting up a booth at the Poquoson Seafood Festival

Budget Comments - FY2017

Funding for personnel reflects a fiscal year market adjustment of 1% plus a flat rate increase effective October 1 of \$500 or \$1250, depending on length of service. Rate increases in group life, health and dental are programmed, as well as a reduction to the VRS rate. Decrease in personnel is attributable to savings through attrition.

	FY2013	FY2014	FY2015	FY2016	FY2016	FY2017
	Actual	Actual	Actual	Original	Estimated	Adopted
	Amount	Amount	Amount	Budget	Budget	Budget
<u>Expenditure By Category</u>						
Personnel Services	\$ 797,204	\$ 840,210	\$ 773,436	\$ 891,878	\$ 891,878	\$ 864,547
Contractual Services	5,433	2,262	6,185	8,690	8,690	7,010
Internal Charges	16	38	23	50	50	50
Other Charges	6,480	8,144	7,403	9,060	9,060	9,845
Materials & Supplies	11,198	10,954	15,351	12,350	12,350	13,931
Leases & Rentals	3,917	-	-	-	-	-
Capital Outlay	71,839	64,607	87,509	-	-	-
Total Expenditures	\$ 896,087	\$ 926,215	\$ 889,907	\$ 922,028	\$ 922,028	\$ 895,383
<u>Funded FTEs</u>						
Management	1.00	1.00	1.00	1.00	1.00	1.00
Professional/Technical	10.00	10.00	10.00	10.00	10.00	10.00
Admin/Clerical	3.00	3.00	3.00	3.00	3.00	3.00
Total Funded FTEs	14.00	14.00	14.00	14.00	14.00	14.00

IT'S A FACT:

The York County-Poquoson Circuit Court Clerk's Office received a grant in the amount of \$23,374 to preserve records such as Wills, Deeds, and Marriage Registers. Such records will undergo the conservation process and be reformatted digitally for easy access. Without conservation, these records are at risk of being torn or destroyed due to the weakness in the paper. This project will ensure that information is not lost and will prevent further damage from occurring. Furthermore, it will continue to provide the office and public with easy access to such historical documents.



**Clerk of the Circuit Court & Commonwealth's Attorney
Commonwealth's Attorney - Activity #20221**

Mission

As stewards of the public trust, the Office of the Commonwealth will prosecute all felonies, all misdemeanor appeals and certain misdemeanors and criminal forfeitures originating in York County and the City of Poquoson; advise law enforcement personnel regarding criminal law and procedure; render advisory opinions to local officials regarding conflicts of interest; and respond to residents' inquiries regarding state law, local ordinances, and the criminal justice system.

Goals

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

Implementation Strategies

- Continue services and support to victims of crime within our jurisdiction.
- Continue "in-house" training to assist Sheriffs' and Police Departments' with meeting their training requirements.

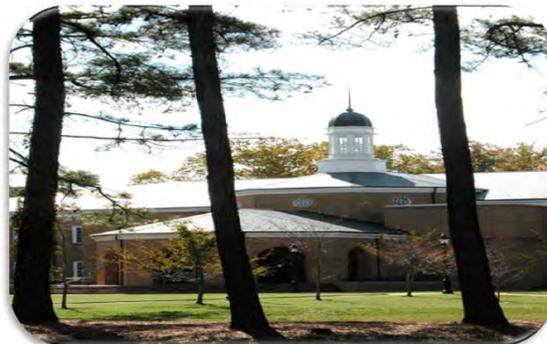
Budget Comments - FY2017

Funding for personnel reflects a fiscal year market adjustment of 1% plus a flat rate increase effective October 1 of \$500 or \$1250, depending on length of service. Rate increases in group life, health and dental are programmed, as well as a reduction to the VRS rate. Increases are programmed for the routine replacement of computers and printers.

	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Amount	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget
<u>Expenditure By Category</u>						
Personnel Services	\$ 854,262	\$ 909,751	\$ 957,318	\$ 1,012,755	\$ 1,012,755	\$ 1,001,790
Contractual Services	3,110	2,129	2,874	10,945	10,945	11,185
Internal Services	32	39	57	50	50	60
Other Charges	8,422	7,834	10,569	9,655	9,655	10,870
Materials & Supplies	6,482	5,281	5,311	6,300	6,300	6,000
Capital Outlay	7,388	4,491	9,376	3,000	3,000	9,200
Total Expenditures	\$ 879,696	\$ 929,525	\$ 985,505	\$ 1,042,705	\$ 1,042,705	\$ 1,039,105
<u>Funded FTEs</u>						
Management	1.00	1.00	1.00	1.00	1.00	1.00
Professional/Technical	5.00	5.00	5.00	5.00	5.00	5.00
Admin/Clerical	5.50	5.50	5.50	5.50	5.50	5.50
Total Funded FTEs	11.50	11.50	11.50	11.50	11.50	11.50

IT'S A FACT:

The Office of the Commonwealth's Attorney is staffed by seven prosecutors with a combined total of over 135 years of experience in the practice of law. This wealth of experience is complimented by a support staff with a combined total of over 100 years of experience in the legal field.



Clerk of the Circuit Court & Commonwealth's Attorney
Victim-Witness Assistance Program - Activity #20222

Mission

The Victim-Witness Assistance Program continues to strive to improve the quality of life for all citizens in York County/Poquoson by promoting sensitive treatment of individuals traumatized by crime & providing timely services to victims and witnesses throughout the court process.

Goals

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

Implementation Strategies

- Program staff will continue to provide comprehensive services to all victims and witnesses of crime in York County and Poquoson, as directed by Virginia code, tailored to the clients' specific rights, requests, needs, and concerns.
- In addition to victims in the *criminal* justice process, the program will continue to assist victims who seek protective orders through the *civil* justice process.
- Program will strive to be aware of and provide assistance to crime victims and witnesses in cases that are not prosecuted by the Commonwealth's Attorney's Office through outreach efforts and collaboration with other professional agencies.

Budget Comments - FY2017

Funding for personnel reflects a fiscal year market adjustment of 1% plus a flat rate increase effective October 1 of \$500 or \$1250, depending on length of service. Rate increases in group life, health and dental are programmed, as well as a reduction to the VRS rate. Increases in non-personnel are attributed to the routine replacement of a computer and printer. This program is partially funded by state/federal grant.

	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Amount	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget
Expenditure By Category						
Personnel Services	\$ 189,892	\$ 186,515	\$ 192,002	\$ 197,116	\$ 197,116	\$ 198,428
Contractual Services	424	120	251	270	270	300
Internal Services	56	40	38	120	120	120
Other Charges	1,926	4,053	2,620	4,918	4,918	4,405
Materials & Supplies	1,524	872	1,375	1,447	1,447	800
Capital Outlay	-	2,918	1,429	-	-	2,850
Grants & Donations	26,999	1,875	11,420	-	-	-
Total Expenditures	\$ 220,821	\$ 196,393	\$ 209,135	\$ 203,871	\$ 203,871	\$ 206,903
Funded FTEs						
Professional/Technical	3.00	3.00	3.00	3.00	3.00	3.00
Total Funded FTEs	3.00	3.00	3.00	3.00	3.00	3.00

IT'S A FACT:

The "Crime Victim and Witness Rights Act" (Victims' Bill of Rights) was made law by the Virginia General Assembly in 1995. This Code Section specifically requires Victim-Witness Programs to assist all crime victims. The purpose of this law is to ensure that victims and witnesses of crime:

- Are informed of their rights
- Are treated with dignity, respect, and sensitivity and that their privacy is protected where the law allows
- Receive authorized services
- Have opportunities to make the courts aware of the full impact of the crime
- Have the opportunity to be heard at critical stages of the criminal justice process

I promise

- to listen.
- to believe you.
- to help you stay safe.
- to not judge you.
- to inform you of your options.

to help victims of crime rebuild their lives.

Victim assistance providers help victims understand and cope with the impact of crime.

They help victims access victim compensation, develop safety plans, navigate the criminal justice and social service systems, and learn about their legal rights and options.

If you or someone you know is a victim of crime, help is available. Call us.

Office for Victims of Crime
OVC
Creating Restored Lives

THE NATIONAL CENTER FOR
Victims of Crime
www.ncvc.org • 1-800-FBI-CALL

SPONSORED BY: U.S. DEPARTMENT OF JUSTICE • OFFICE OF JUSTICE PROGRAMS • OFFICE FOR VICTIMS OF CRIME

Clerk of the Circuit Court & Commonwealth's Attorney
 Domestic Violence Program - Activity #20223

Mission

The Domestic Violence Prosecutor will strengthen prosecution strategies, thereby increasing the number of prosecutions for crimes against women and better serving and protecting victims in the County of York and the City of Poquoson.

Goals

- To prosecute 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.
- To improve communication and relationships among the Board of Supervisors, other elected and appointed officials, other agencies, County staff, and the public.
- To coordinate efforts among law enforcement, prosecutor, victim assistance programs and victim advocacy groups within our jurisdictions to better meet the needs of women as victims.
- To maintain 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.

Implementation Strategies

- To analyze data bi-annually and determine the impact of the V-STOP prosecutor on jurisdictional caseloads.
- To have the prosecutor coordinate with the Victim Witness Program to assist female victims of domestic violence, sexual assault, protective order violations, and stalking.

Budget Comments - FY2017

Funding for personnel reflects a fiscal year market adjustment of 1% plus a flat rate increase effective October 1 of \$500 or \$1250, depending on length of service. Rate increases in group life, health and dental are programmed, as well as a reduction to the VRS rate. This program is partially funded by federal grant.

	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Amount	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget
Expenditures By Category						
Personnel Services	\$ 31,501	\$ 42,474	\$ 45,551	\$ 45,185	\$ 45,185	\$ 46,370
Contractual Services	-	-	41	-	-	-
Other Charges	75	774	1,560	1,635	1,635	1,725
Materials & Supplies	-	10	66	100	100	150
Capital Outlay	1,465	-	-	-	-	-
Total Expenditures	\$ 33,041	\$ 43,258	\$ 47,218	\$ 46,920	\$ 46,920	\$ 48,245
Funded FTEs						
Professional/Technical	0.50	0.50	0.50	0.50	0.50	0.50
Admin/Clerical	0.50	0.25	0.25	0.25	0.25	0.25
Total Funded FTEs	1.00	0.75	0.75	0.75	0.75	0.75

IT'S A FACT:

Our team is a group of multidisciplinary professionals who actively work together toward a more coordinated response to victims and offenders in the areas of intimate partner violence, sexual assault, and stalking.



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Other Court - Related Judicial Services
Circuit Court - Activity #20211

Mission

To provide service to York-Poquoson citizens and the general public, among for the improvement of the quality of life and to do so with accuracy in the plight for justice.

Goals

- To hear and decide promptly matters brought before the court, without bias or prejudice, remaining faithful to the law, and not be swayed by partisan interests, public clamor or fear of criticism.
- To require order, decorum, and civility in proceedings before the court.
- To require 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.
- To exercise the power of appointment impartially and on the basis of merit.

Implementation Strategies

- To work toward uniform local practices and procedures throughout the Ninth Judicial Circuit which includes Poquoson, Williamsburg, York, Charles City, James City, King William, King and Queen, Gloucester, Mathews, Middlesex, and New Kent Counties.

Budget Comments - FY2017

Funding for personnel reflects a fiscal year market adjustment of 1% plus a flat rate increase effective October 1 of \$500 or \$1250, depending on length of service. Rate increases in group life, health and dental are programmed, as well as a reduction to the VRS rate. Increases in operating funding are attributed to the increase in jury duty service and postage.

	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Amount	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget
Expenditure By Category						
Personnel Services	\$ 50,571	\$ 51,220	\$ 53,066	\$ 73,091	\$ 73,091	\$ 73,718
Contractual Services	8,920	6,203	3,294	9,680	9,680	16,875
Other Charges	2,377	2,588	1,948	3,050	3,050	3,550
Materials & Supplies	1,124	1,348	808	2,075	2,075	1,600
Capital Outlay	-	1,934	-	-	-	-
Total Expenditures	\$ 62,992	\$ 63,293	\$ 59,116	\$ 87,896	\$ 87,896	\$ 95,743
Funded FTEs						
Admin/Clerical	1.50	1.50	1.50	1.50	1.50	1.50
Total Funded FTEs	1.50	1.50	1.50	1.50	1.50	1.50

IT'S A FACT:

The Circuit Court has appellate jurisdiction over all appeals from the General District Court in civil and criminal cases and from the Juvenile and Domestic Relations District Court in matters originating in that court. Appeals from these district courts are heard de novo; that is, the cases are tried from the beginning as though there had been no prior trial. The Circuit Court's appellate jurisdiction also extends to appeals from certain administrative agencies.



Other Court - Related Judicial Services
 General District Court - Activity #20212

Mission

The mission of Virginia's judicial system is to assure that disputes are resolved justly, promptly, and economically.

Goals

- To accurately prepare and process all cases filed in the Court in a timely and efficient manner.
- To continue intensive employee training utilizing many different media to ultimately provide the best possible customer service to all Court users.
- To continue allowing access to Court records through an on-site public access terminal and the Internet.
- To continue improvements to the General District Court Web Page and expand access to the Court.
- To investigate 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.

Implementation Strategies

- The Court is responsible for the processing and management of traffic, criminal and civil cases. The Criminal and Traffic Divisions process state law violations and local ordinance violations for the County and the City of Poquoson. The Clerk's office serves more than 120 law enforcement officers with the second largest caseload in the Ninth Judicial District.
- The General District Court has exclusive original jurisdiction over civil cases involving amounts of \$4,500.00 or less and concurrent jurisdiction with the Circuit Court in amounts between \$4,500.01 and \$25,000.
- A Small Claims Division established in 1999 involves pro se litigation and amounts not to exceed \$5,000. Demands in this area have prompted action to provide better customer service, "How To" instruction manuals for use in the Clerk's office by the general public and access to forms online will be available via the Supreme Court of Virginia's website.

Budget Comments - FY2017

There are no significant changes programmed.

	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Amount	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget
Expenditure By Category						
Contractual Services	\$ 14,021	\$ 11,495	\$ 9,592	\$ 17,250	\$ 17,250	\$ 17,200
Internal Charges	133	85	-	150	150	150
Other Charges	7,725	8,484	8,192	9,485	9,485	9,390
Materials & Supplies	3,495	1,876	1,741	3,050	3,050	2,350
Capital Outlay	-	-	1,500	-	-	-
Total Expenditures	\$ 25,374	\$ 21,940	\$ 21,025	\$ 29,935	\$ 29,935	\$ 29,090

IT'S A FACT:
 The General District Court hears an average of 100 cases a day when in session.



**Other Court - Related Judicial Services
Juvenile & Domestic Relations District Court - Activity #20213**

Mission

Protects the confidentiality and privacy of juveniles coming before the Court; continue the commitment to rehabilitate those who come before the Court, in addition to protecting the public, and holding juvenile offenders accountable for their actions; provides jurisdiction over all cases involving:

- Delinquent juveniles and juveniles charged with traffic infractions and violations.
- Children in need of services supervision, truancy and children who have been subjected to abuse and/or neglect.
- Family or household members who have been subjected to abuse.
- Adults accused of child abuse or neglect, or of offenses against any child, except for certain labor violations, or in which members of their families are victims.
- Adults accused of abuse of a spouse, ex-spouse, person with whom they have a child in common, or family or household member.
- Adults involved in disputes concerning the support, visitation, parentage, or custody of a child.
- Parentage determinations.
- Petitions for judicial authorization of abortion without the consent of an authorized person.
- Abandonment of children.
- Foster care and entrustment agreements and the execution of consent in certain adoption cases.
- Court ordered rehabilitation services, consent for certain medical treatments.

Goals

- To process all case papers in an accurate and timely manner, keep Court records and provide information to the parties involved in a case, to the extent permitted by law.
- To work with and assist all law enforcement agencies, as well as other agencies, in the effective flow of all cases before the Court.
- To continue the commitment to rehabilitate those who come before the Court, in addition to protecting the public, and holding juvenile offenders accountable for their actions.
- To process money received and transmit to the proper authority.
- To maintain effective and time-efficient scheduling practices.

Implementation Strategies

- To improve its services to the community.
- To plan for the projected growth of the County, to include population, commercialism and tourism, and its effect on the Court system.
- The Clerk's office staff will be completing extensive training on legal advice guidelines as well as additional computer training.

Budget Comments - FY2017

There are no significant changes programmed.

	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Amount	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget
Expenditures By Category						
Contractual Services	\$ 2,951	\$ 2,434	\$ 2,813	\$ 3,400	\$ 3,400	\$ 2,975
Internal Charges	116	428	186	500	500	500
Other Charges	8,659	8,751	8,920	9,645	9,645	10,200
Materials & Supplies	2,762	2,656	2,101	2,150	2,150	2,250
Capital Outlay	-	3,948	1,900	-	-	-
Total Expenditures	\$ 14,488	\$ 18,217	\$ 15,920	\$ 15,695	\$ 15,695	\$ 15,925

IT'S A FACT:

The Clerk of Court and Deputy clerks of the Juvenile and Domestic Relations District Court ensures daily that judicial and administrative policies and procedures are executed and that legal papers are prepared in a timely manner with accuracy and efficiency. While court personnel are not permitted to offer legal assistance, we can provide general procedural information. Serving families with a smile and always providing courteous service to the public.



Other Court - Related Judicial Services
 Colonial Group Home Commission - Activity #20216

Mission

Enhance public safety through a balanced approach of comprehensive, community-based programs and services focused on preventing and reducing delinquency in at-risk and underserved youth. It is through collaboration with families, schools, law enforcement, judicial officials and other community agencies that we can capitalize on opportunities for at-risk youth to become responsible and productive residents. Youth are referred by the 9th District Juvenile and Domestic Relations Court.

Goals

- To strengthen 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.
- To continue to review all discretionary grants and funding opportunities that will allow us to provide fundamental and essential juvenile services in all Commission localities.
- To plan for the ultimate assumption of existing grant services, while at the same time limiting the amount of local revenue needed to do so.
- To work closer with all community based agencies that provide services to adolescents in an attempt to provide a true local continuum of services.
- To continue to administer 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.

Implementation Strategies

- Crossroads Community Youth Home - provides a community-based residential program that offers a structured, homelike environment for teenage boys & girls having adjustment problems at home, in school, or in the community. Also provides temporary shelter care/crisis intervention placement of youth by the Court due to unstable nature of the youth & their family's home environments.
- Project Insight - provides the opportunity for young people to perform public community service work in lieu of other traditional sanctions or educate youth in a group setting on law related issues as a means of deterring further involvements in the juvenile justice system. Also educate youth on the proper use of firearms and fire safety techniques.
- Intensive Supervision - program designed provide home-based supervision and surveillance for juveniles before the court who are at risk of being placed out of their home and community, as a means of ensuring their availability to the court.
- Electronic Monitoring - program is an appendage to the Intensive Supervision program to keep youth in the home trouble free and available to the court through the use of an electronic monitoring device and intensive supervision services.
- Psychological & Substance Abuse Services - program provides therapeutic and Substance Abuse interventions such as assessment and diagnosis, individual & family counseling and case management, and education and training to youth and families. Also implements an aftercare screening program that provides the court with information regarding the juveniles' substance use status post program release.

Budget Comments - FY2017

An increase in funding has been provided based on projected program costs.

	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Amount	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget
Expenditure By Category						
Contractual Services	\$ 432,996	\$ 435,538	\$ 433,871	\$ 422,810	\$ 422,810	\$ 435,428
Total Expenditures	\$ 432,996	\$ 435,538	\$ 433,871	\$ 422,810	\$ 422,810	\$ 435,428

IT'S A FACT:
 Crossroads Community Youth Home has served 254 youth since October 2008.



Other Court - Related Judicial Services
Magistrate - Activity #20217

Mission

Provide an independent, unbiased review of complaints brought to the office by police officers, sheriff's deputies, and civilians; and determines probable cause, issues search warrants, temporary detention orders, subpoenas, arrest warrants, summonses; sets bail, and commits persons to jail.

Goals

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

Implementation Strategies

- Continue and expand video conferencing equipment and train magistrates and law enforcement in its use.
- Continue to seek new and improved methods of delivering magistrate services to law enforcement and the public.
- Provide services 24 hours a day, 365 days a year.
- Streamline procedures to accommodate the continued increase in the number of cases presented.

Budget Comments - FY2017

There are no significant changes programmed.

	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Amount	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget
Expenditures By Category						
Contractual Services	\$ -	\$ 281	\$ 365	\$ 400	\$ 400	\$ 270
Other Charges	-	-	-	25	25	25
Materials & Supplies	408	390	660	775	775	1,060
Total Expenditures	\$ 408	\$ 671	\$ 1,025	\$ 1,200	\$ 1,200	\$ 1,355



**Office of the Sheriff
General Operations - Activity #30311**

Mission

Provides overall administrative support and training to the Sheriff's Office, Law Enforcement, Investigations, Civil Operations/Court Security, and School Resource Officers.

Goals

- To provide quality support staff to maintain offense report data on criminal activities, criminal warrants, parking and traffic tickets.
- To provide support in personnel, payroll, purchasing, budgets, and secretarial duties.
- To provide a DARE program to the elementary and middle schools in York County.
- To provide a comprehensive Crime Analysis program to analyze and reduce crime.
- To provide a Crime Prevention program to the residents of York County.
- To provide high quality training that meets and/or exceeds statutory standards.
- To maintain accreditation through the VA Law Enforcement Professional Standards Comm.
- To maintain, store, and process all evidence and seized property for the agency.

Implementation Strategies

- To provide continued community service for the residents of York County in neighborhood watch and other community programs, including those directed at county businesses.
- To provide efficient data processing in recordkeeping, criminal reports, personnel, and budgeting.
- To provide more Sheriff's Office internal training programs for required in-service training.
- To continue a full-time Crime Analysis program to target criminal activity and more efficiently allocate personnel and resources to reduce crime.
- To continue to update the Quarter Master database for all Sheriff's Office issued equipment for over 100 deputies.

Budget Comments - FY2017

Funding for personnel reflects a fiscal year market adjustment of 1% plus a flat rate increase effective October 1 of \$500 or \$1250, depending on length of service. Rate increases in group life, health and dental are programmed, as well as a reduction to the VRS rate. The increase in personnel is attributable to a reallocation of a full-time deputy position from the Law Enforcement Division. The increase in non-personnel is attributable to the replacement of computers, tablets and software.

	FY2013	FY2014	FY2015	FY2016	FY2016	FY2017
	Actual	Actual	Actual	Original	Estimated	Adopted
	Amount	Amount	Amount	Budget	Budget	Budget
<u>Expenditures By Category</u>						
Personnel Services	\$ 1,217,963	\$ 1,265,020	\$ 1,347,595	\$ 1,316,616	\$ 1,316,616	\$ 1,389,468
Contractual Services	23,452	24,477	29,030	22,785	22,785	25,544
Internal Services	66,529	69,602	58,490	77,715	77,715	65,715
Other Charges	102,961	112,531	119,458	128,175	128,175	131,840
Materials & Supplies	27,687	23,645	23,216	29,060	29,060	46,860
Leases & Rentals	504	1,782	1,782	1,980	1,980	1,980
Capital Outlay	12,621	4,356	6,861	12,930	12,930	37,010
Grants & Donations	15,343	22,971	24,648	-	-	-
Total Expenditures	\$ 1,467,060	\$ 1,524,384	\$ 1,611,080	\$ 1,589,261	\$ 1,589,261	\$ 1,698,417
<u>Funded FTEs</u>						
Management	3.00	3.00	3.00	3.00	3.00	3.00
Admin/Clerical	3.50	4.50	4.50	4.50	4.50	4.50
Specialized Safety	8.00	7.00	7.00	7.00	8.00	8.00
Total Funded FTEs	14.50	14.50	14.50	14.50	15.50	15.50



IT'S A FACT:

Benefits of Accreditation

- Operations are more streamlined and consistent
- Accreditation Standards address officer safety issues
- The morale of the agency is enhanced by increasing the employees confidence in the effectiveness and efficiency of their own agency .

**Office of the Sheriff
Law Enforcement - Activity #30312**

**OFFICE OF THE SHERIFF
LAW ENFORCEMENT**

Mission

To protect life and property, reduce crime, and serve the needs of the residents, providing quality and efficient law enforcement services to the community, and maintaining the public's trust through professionalism and accountability.

Goals

- To provide professional and efficient law enforcement services to the residents and businesses of York County.
- To enforce State and local criminal laws and ordinances.
- To enforce State and local motor vehicle laws on the highways and streets of York County.
- To act as a deterrent to criminal activity by patrolling the County as a visible symbol of law enforcement.
- To maintain 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.
- To maintain a well-trained bicycle team to provide community policing services to residents of York County.
- To maintain and equip a professional Honor Guard to provide services to the residents and participate in community events.

Implementation Strategies

- Improve traffic safety with the implementation of a radar trailer in residential areas and any other areas that show a high traffic incident problem.
- To increase traffic safety in the residential areas of the County through stricter enforcement of the motor vehicle laws.
- Promote traffic safety programs, such as seat belt awareness, child safety seats, DUI enforcement checkpoints, to educate residents, and to encourage drivers to practice safer driving habits.
- Provide training on operating mobile data terminals.

Budget Comments - FY2017

Funding for personnel reflects a fiscal year market adjustment of 1% plus a flat rate increase effective October 1 of \$500 or \$1250, depending on length of service. Rate increases in group life, health and dental are programmed, as well as a reduction to the VRS rate. Funding in personnel also reflects a new deputy position for FY2017. Increases in non-personnel are attributable to increases in maintenance service contracts and for the replacement of emergency response equipment and computers.

	FY2013	FY2014	FY2015	FY2016	FY2016	FY2017
	Actual	Actual	Actual	Original	Estimated	Adopted
	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
Expenditures By Category						
Personnel Services	\$ 4,186,039	\$ 4,175,557	\$ 4,110,208	\$ 4,411,518	\$ 4,411,518	\$ 4,512,142
Contractual Services	32,963	73,831	45,865	77,400	77,400	104,080
Internal Services	706,444	692,799	662,621	740,614	740,614	648,834
Other Charges	13,661	52,865	49,495	55,720	55,720	67,870
Materials & Supplies	68,040	66,463	75,005	82,060	82,060	186,958
Capital Outlay	23,281	20,541	8,674	34,950	34,950	77,984
Grants & Donations	13,245	16,753	11,274	-	-	-
Total Expenditures	\$ 5,043,673	\$ 5,098,809	\$ 4,963,142	\$ 5,402,262	\$ 5,402,262	\$ 5,597,868
Funded FTEs						
Management	1.00	1.00	1.00	1.00	1.00	1.00
Admin/Clerical	2.00	2.00	2.00	2.00	2.00	2.00
Specialized Safety	55.00	55.00	54.00	54.00	53.00	54.00
Total Funded FTEs	58.00	58.00	57.00	57.00	56.00	57.00

IT'S A FACT:

The two deputies in the picture are members of the bike team who are providing security at the water front and for special events such as the 4th of July. Bike team members also provide security during the holiday season at the shopping centers.



Office of the Sheriff
Investigations - Activity #30313

Mission

Investigate all major crimes that occur in York County including murder, rape, robbery, assault, burglary, larceny, motor vehicle theft, and arson. Also, investigates drug-related crimes through assignment of personnel to the Federal Drug Narcotics task force and Tri-Rivers Narcotics Task Force. Unlike surrounding jurisdictions, York County Investigators also actively investigate the ever growing crimes involving credit card theft, fraud and identity theft. Tasks associated with criminal investigations are crime scene search; evidence collection, interviewing witnesses and suspects, making arrests and presenting testimony in criminal trials.

Goals

- To provide 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.
- To foster 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.
- To present 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.

Implementation Strategies

- Facilitate a collaborative effort between the Investigations Division, Victim-Witness Assistance Program, Commonwealth's Attorney, and Child Protective Services focusing on child sexual assault investigations.
- Facilitate a collaborative effort between the Investigations Division, Victim-Witness Assistance Program, Commonwealth's Attorney, and Adult Protective Services focusing on the abuse and exploitation of the elderly under the care of others.
- To continue to provide the community with thorough and timely investigations by providing competent trained investigators with state-of-the-art criminal investigative resources.

Budget Comments - FY2017

Funding for personnel reflects a fiscal year market adjustment of 1% plus a flat rate increase effective October 1 of \$500 or \$1250, depending on length of service. Rate increases in group life, health and dental are programmed, as well as a reduction to the VRS rate. The major increases in non-personnel are attributable to the replacement of computers and vehicle equipment.

	FY2013	FY2014	FY2015	FY2016	FY2016	FY2017
	Actual	Actual	Actual	Original	Estimated	Adopted
	Amount	Amount	Amount	Budget	Budget	Budget
Expenditures						
Personnel Services	\$ 1,389,686	\$ 1,440,484	\$ 1,480,926	\$ 1,493,845	\$ 1,493,845	\$ 1,491,627
Contractual Services	6,547	14,349	18,829	22,025	22,025	25,700
Internal Services	102,820	114,908	124,340	131,278	131,278	119,758
Other Charges	13,950	23,695	19,781	26,100	26,100	33,921
Materials & Supplies	5,978	5,931	13,829	11,800	11,800	31,122
Capital Outlay	20,784	15,728	4,526	20,700	20,700	20,812
Total Expenditures	\$ 1,539,765	\$ 1,615,095	\$ 1,662,231	\$ 1,705,748	\$ 1,705,748	\$ 1,722,940
Funded FTEs						
Management	1.00	1.00	1.00	1.00	1.00	1.00
Admin/Clerical	1.00	1.00	1.00	1.00	1.00	1.00
Specialized Safety	14.00	14.00	14.00	14.00	14.00	14.00
Total Funded FTEs	16.00	16.00	16.00	16.00	16.00	16.00

IT'S A FACT:

Along with normal investigative duties, York-Poquoson Sheriff's Investigators also work uniform patrol duties during declared emergencies and major events such as patrolling assigned area or working foot patrol at the Yorktown waterfront during special events such as the July 4th celebration.



Office of the Sheriff
Civil Operations/Court Security - Activity #30314

Mission

Serve civil process warrants and jury notices for jury trials; and maintain security of the York/Poquoson Courthouse by providing a safe and secure facility for the residents and court personnel.

Goals

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

Implementation Strategies

- To maintain and improve the knowledge of civil procedure law for each civil deputy.
- To maintain and improve security of the Courthouse.

Budget Comments - FY2017

Funding for personnel reflects a fiscal year market adjustment of 1% plus a flat rate increase effective October 1 of \$500 or \$1250, depending on length of service. Rate increases in group life, health and dental are programmed, as well as a reduction to the VRS rate.

	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Amount	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget
Expenditures						
Personnel Services	\$ 1,265,253	\$ 1,274,580	\$ 1,311,292	\$ 1,354,511	\$ 1,354,511	\$ 1,352,542
Contractual Services	4,280	7,788	8,015	10,700	10,700	14,640
Internal Services	38,932	38,152	19,570	50,000	50,000	33,797
Other Charges	2,184	4,029	3,851	4,750	4,750	6,050
Materials & Supplies	6,705	4,942	7,092	10,328	10,328	17,100
Leases & Rentals	1,620	-	-	1,000	1,000	1,790
Capital Outlay	3,854	10,948	1,453	8,600	8,600	8,325
Total Expenditures	\$ 1,322,828	\$ 1,340,439	\$ 1,351,273	\$ 1,439,889	\$ 1,439,889	\$ 1,434,244
Funded FTEs						
Management	1.00	1.00	1.00	1.00	1.00	1.00
Admin/Clerical	1.00	1.00	1.00	1.00	1.00	1.00
Specialized Safety	16.00	16.00	16.00	16.00	16.00	16.00
Total Funded FTEs	18.00	18.00	18.00	18.00	18.00	18.00



Office of the Sheriff
 School Resource Officers - Activity #30316

Mission

Provide law enforcement and security on the grounds and within the buildings of the schools in the York County School Division based on an agreement established between the York County School Board and the York County Sheriff's Office. The School Resource Officer Program was established in 1994.

Goals

- Provide deputies (one per school) to patrol the four high school campuses.
- Maintain security on school grounds and act as a law enforcement liaison.
- Provide certification in Class Action for the four deputies assigned to the high schools.
- Provide classes (Class Action) on the severity and consequences of criminal activities to the middle school students (Eighth graders).

Implementation Strategies

- Maintain qualified duty officers through in-service training and other beneficial schools.

Budget Comments - FY2017

Funding for personnel reflects a fiscal year market adjustment of 1% plus a flat rate increase effective October 1 of \$500 or \$1250, depending on length of service. Rate increases in group life, health and dental are programmed, as well as a reduction to the VRS rate.

	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Amount	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget
Expenditures						
Personnel Services	\$ 286,659	\$ 260,648	\$ 383,072	\$ 383,574	\$ 383,574	\$ 388,759
Internal Services	40,399	35,927	33,985	49,286	49,286	42,193
Other Charges	563	3,668	2,988	3,380	3,380	4,885
Materials & Supplies	-	-	1,520	500	500	4,270
Capital Outlay	-	-	-	2,800	2,800	2,800
Total Expenditures	\$ 327,621	\$ 300,243	\$ 421,565	\$ 439,540	\$ 439,540	\$ 442,907
Funded FTEs						
Specialized Safety	4.00	4.00	5.00	5.00	5.00	5.00
Total Funded FTEs	4.00	4.00	5.00	5.00	5.00	5.00



Lock Down Drill at Schools



Fire & Life Safety

301 Goodwin Neck Road

Yorktown, Virginia 23690

Telephone (757) 890-3600

Hours of Operation: Monday - Friday 8:15am - 5:00pm

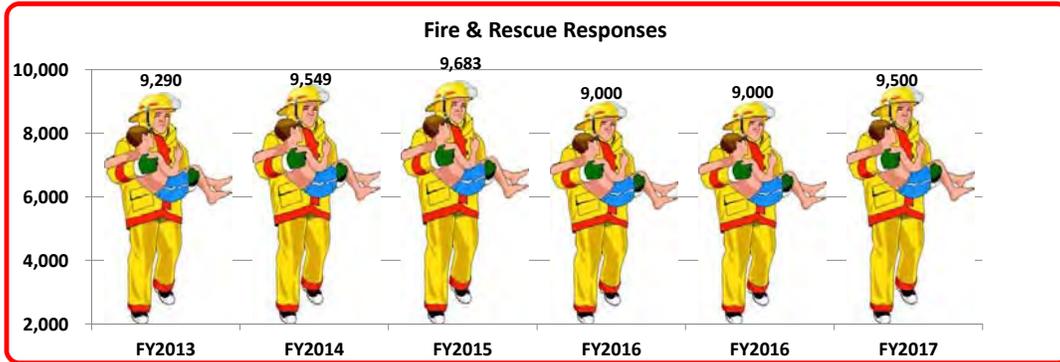
The mission is "to provide fire and life safety protection to our community in order to prevent emergencies when possible, and to respond quickly, minimize pain, suffering and loss when emergencies do occur." This is accomplished through the divisions below. Individual division details follow this summary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

	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Amount	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget	% of Total FY2017 Funding Sources
Funding Sources							
Local/State/Fed Non-Categorical	\$ 10,468,283	\$ 10,847,160	\$ 11,244,180	\$ 12,039,398	\$ 11,891,048	\$ 12,392,180	88.78%
Permits, Fees, Fines	43,115	46,412	45,974	46,300	46,300	45,500	0.33%
Charges for Services	1,148,111	1,253,332	1,110,890	1,400,000	1,400,000	1,175,000	8.42%
Donations	13,874	18,593	26,166	-	29,760	-	0.00%
Recovered Costs	49,532	24,391	24,347	-	5,487	-	0.00%
State/Federal Aid & Grants	537,226	336,868	428,256	307,276	420,379	345,000	2.47%
Total Funding Sources	\$ 12,260,141	\$ 12,526,756	\$ 12,879,813	\$ 13,792,974	\$ 13,792,974	\$ 13,957,680	100.00%

							% Change Original 2016/ Adopted 2017
Expenditure by Activity							
Administration	\$ 265,111	\$ 274,442	\$ 287,977	\$ 302,719	\$ 302,719	\$ 306,192	1.15%
Fire & Rescue Operations	10,822,418	10,979,929	11,152,367	11,777,021	11,777,021	11,894,278	1.00%
Tech Services & Special Operations	391,839	375,429	460,621	577,391	577,391	591,154	2.38%
Prevention & Community Safety	325,746	328,020	337,825	361,847	361,847	367,000	1.42%
Animal Control	240,449	336,725	428,741	503,829	503,829	531,763	5.54%
Emergency Management & Support Services	214,578	232,211	212,282	270,167	270,167	267,293	-1.06%
Total Expenditures	\$ 12,260,141	\$ 12,526,756	\$ 12,879,813	\$ 13,792,974	\$ 13,792,974	\$ 13,957,680	1.19%

Expenditure by Category							
Personnel Services	\$ 10,953,419	\$ 11,168,578	\$ 11,424,608	\$ 11,931,567	\$ 11,931,567	\$ 12,064,362	1.11%
Contractual Services	258,076	347,822	414,066	488,264	488,264	503,358	3.09%
Internal Services	685,923	655,411	657,017	739,545	739,545	659,872	-10.77%
Other Charges	115,835	116,567	124,089	144,196	144,196	150,004	4.03%
Materials & Supplies	164,668	158,146	199,947	213,205	213,205	251,384	17.91%
Capital Outlay	10,110	13,074	22,868	14,450	14,450	28,700	98.62%
Grants & Donations	72,110	67,158	37,218	261,747	261,747	300,000	14.61%
Total Expenditures	\$ 12,260,141	\$ 12,526,756	\$ 12,879,813	\$ 13,792,974	\$ 13,792,974	\$ 13,957,680	1.19%

Total Funded FTEs	140.00	140.00	143.00	143.00	143.00	143.00
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Other Key Service Indicators							
Fire & life unit responses	18,843	19,967	20,074	19,000	19,000	19,000	19,000
Patients transported	4,293	4,205	4,172	4,200	4,200	4,200	4,200
Average response times (minutes)	4.90	5.12	5.24	5.00	5.00	5.00	5.00
Training, professional dev courses, programs coordinated/delivered	451	451	438	451	275	275	275
Personnel training hours through in-station, in-service and course	34,940	34,940	35,480	34,940	36,000	36,000	36,000
Advanced life support cert course enrollment	5	5	4	5	2	2	2
Fire code inspections	742	704	654	700	650	650	650
2nd grade students educated through public fire safety program	870	877	900	870	850	850	850
Fire extinguisher training	920	807	974	800	900	900	900
Child safety seat inspections	205	196	217	200	225	225	225
Animal calls	2,275	2,788	3,301	2,800	3,500	3,500	3,500
Animals taken to shelters	207	200	231	160	220	220	220
Animals taken to shelters by public	684	565	652	580	680	680	680
Compliance with Code of VA - EOP maint	100%	100%	100%	100%	100%	100%	100%
Compliance with the National Incident Mgmt System implementation schedule	100%	100%	100%	100%	100%	100%	100%

**Fire & Life Safety
Administration - Activity #30320**

Mission

Provide fire and life safety protection to our community in order to prevent emergencies when possible; respond quickly and minimize pain, suffering, and loss when emergencies do occur. Also, effectively deal with existing and future threats to the health, safety and welfare of the residents and visitors of the County, thus preserving and enhancing the quality of their lives, health and property.

Goals

- To ensure that the public has a mechanism to report an emergency, to provide a quick, effective fire/rescue response, and aid the public to the extent necessary to assist them in coping with and/or overcoming an emergency crisis. To continue evaluation of community risks and department's capabilities/service delivery to ensure optimum emergency prevention and response and recovery.
- To provide public education and information about the emergency response system; minimizing exposure to hazardous situations; preparedness for an individual emergency, family emergency, business emergency or community disaster; and preventing fires and injuries.
- To participate in applicable plan review and inspection processes for the purpose of ensuring adequate fire safety measures.
- To enforce and investigate violations of applicable codes and ordinances, such as the Building Code, Fire Prevention Code, Animal Control codes/ordinances, and other public safety issues. To investigate causes and origins of fires and other similar incidents.
- To coordinate, develop, exercise, and implement, as required, a comprehensive emergency management system that includes mitigation, preparedness, response, and recovery.

Implementation Strategies

- Continue to promote communication and sharing of information between divisions, departments, and other units of government.
- Continue the process for high quality customer service excellence and performance effectiveness.
- Continue effective and efficient use of resources in order to provide critical fire and life safety services in a high quality manner to the County's citizens, businesses and visitors.

Budget Comments - FY2017

Funding for personnel reflects a fiscal year market adjustment of 1% plus a flat rate increase effective October 1 of \$500 or \$1250, depending on length of service. Rate increases in group life, health and dental are programmed, as well as a reduction to the VRS rate.

	FY2013	FY2014	FY2015	FY2016	FY2016	FY2017
	Actual	Actual	Actual	Original	Estimated	Adopted
	Amount	Amount	Amount	Budget	Budget	Budget
Expenditures						
Personnel Services	\$ 178,868	\$ 182,606	\$ 188,111	\$ 194,023	\$ 194,023	\$ 195,205
Contractual Services	1,817	1,805	1,816	1,955	1,955	1,915
Internal Services	7,740	8,398	8,010	9,547	9,547	8,747
Other Charges	75,977	80,461	86,040	91,704	91,704	94,965
Materials & Supplies	709	1,172	1,094	1,340	1,340	1,360
Capital Outlay	-	-	2,906	4,150	4,150	4,000
Total Expenditures	\$ 265,111	\$ 274,442	\$ 287,977	\$ 302,719	\$ 302,719	\$ 306,192
Funded FTEs						
Management	0.75	0.75	0.75	0.75	0.75	0.75
Admin/Clerical	0.75	0.75	0.75	0.75	0.75	0.75
Total Funded FTEs	1.50	1.50	1.50	1.50	1.50	1.50



IT'S A FACT:
Delivering excellence through Service Professionalism!



Fire & Life Safety
Fire & Rescue Operations - Activity #30321

Mission

Provide continuous community protection from the effects of fire and other destructive events; and equally serves to provide professional emergency medical services for victims of sudden illness or injury.

Goals

- Immediate response to, and effective mitigation of, emergency incidents.
- Minimize loss of life, injury, illness, and property damage resulting from these events.
- Services shall be conducted in a courteous, competent and professional manner.
- Effective fire and injury education programs shall be provided throughout the community.

Implementation Strategies

- Minimize emergency response times wherever possible to ensure quality and effectiveness of our services to the community.
- Utilize NFPA standard for the Organization and Deployment of Fire Suppression Operations, Emergency Medical Operations and Special Operations to the Public by Career Fire Departments (NFPA 1710) as a model for performance benchmarking.
- Maintain Standard Operating Procedures consistent with recommended practices, standards and policies as appropriate.
- Continue and update as necessary, mutual aid/cooperative response agreements, standard operating procedures and interoperable systems with other emergency response partners in the region.
- Evaluate systems to more rapidly access and effectively use geographic mapping, occupant pre-arrival information, structure/facility pre-plans, and technological hazard databases during emergencies.
- Continue to develop, train and exercise personnel in the National Incident Management System's Incident Command System according to the guidelines/schedules developed by the Department of Homeland Security and VA Dept. of Emergency Management.
- Administer a fair, easily understood, and effective EMS Transport Cost Recovery program using compassionate billing practices.

Budget Comments - FY2017

Funding for personnel reflects a fiscal year market adjustment of 1% plus a flat rate increase effective October 1 of \$500 or \$1250, depending on length of service. Rate increases in group life, health and dental are programmed, as well as a reduction to the VRS rate. Increases in funding are programmed for contractual services, uniforms and minor furnishings. Reductions are programmed for fuel.

	FY2013	FY2014	FY2015	FY2016	FY2016	FY2017
	Actual	Actual	Actual	Original	Estimated	Adopted
	Amount	Amount	Amount	Budget	Budget	Budget
Expenditures						
Personnel Services	\$ 9,823,391	\$ 10,030,180	\$ 10,190,002	\$ 10,574,669	\$ 10,574,669	\$ 10,660,788
Contractual Services	163,316	157,809	132,261	186,614	186,614	203,487
Internal Services	588,475	566,927	580,209	606,559	606,559	550,021
Other Charges	27,651	23,904	24,501	30,032	30,032	30,132
Materials & Supplies	153,852	148,564	185,824	195,350	195,350	228,400
Capital Outlay	7,244	8,454	16,975	6,850	6,850	6,450
Grants & Donations	58,489	44,091	22,595	176,947	176,947	215,000
Total Expenditures	\$ 10,822,418	\$ 10,979,929	\$ 11,152,367	\$ 11,777,021	\$ 11,777,021	\$ 11,894,278
Funded FTEs						
Management	4.00	4.00	4.00	4.00	4.00	4.00
Professional/Technical	10.00	10.00	10.00	10.00	10.00	10.00
Admin/Clerical	2.00	2.00	2.00	2.00	2.00	2.00
Specialized Safety	111.00	111.00	114.00	114.00	114.00	114.00
Total Funded FTEs	127.00	127.00	130.00	130.00	130.00	130.00

IT'S A FACT:

It can take up to 9 months to train and certify a new firefighter/medic in the initial courses required to perform as a member of our team; after which, they must participate in on-going, continuing education and training to maintain their certification(s).



**Fire & Life Safety
Technical Services & Special Operations - Activity #30322**

Mission

To ensure the efficiency and effectiveness of the department's emergency response operations through training and education, equipment and procedural research, testing and evaluation, quality improvement, health and safety, logistics management, and coordination of special operations and special events.

Goals

- Coordinate and/or deliver essential entry-level, advanced, and specialty certification programs, as well as in-service and continuing education programs, quality improvement programs, and health and safety programs.
- Manage a comprehensive logistics program to include department facilities, apparatus, equipment, systems and supplies.
- Maintain and develop cooperative efforts with other response partners in the region, as appropriate.
- Coordinate 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.
- Provide emergency operations center and incident command support.

Implementation Strategies

- Maintain existing programs and training to better serve the needs of members and ultimately the residents and visitors of the County. Explore greater uses of technology and distance learning tools to increase training efficiency and effectiveness.
- Continue to participate with the development and implementation special operations capabilities in the region to include: technical rescue, medical response to weapons of mass destruction/mass effect/mass casualty, and marine incident response.
- Coordinate the continued management and capabilities of the department's technical rescue, hazardous materials response, marine incident response and dive rescue teams, as well as special events capabilities.
- Maintain an effective logistics management process and a health and safety program.

Budget Comments - FY2017

Funding for personnel reflects a fiscal year market adjustment of 1% plus a flat rate increase effective October 1 of \$500 or \$1250, depending on length of service. Rate increases in group life, health and dental are programmed, as well as a reduction to the VRS rate. Funding is programmed for the routine replacement of vehicular equipment.

	FY2013	FY2014	FY2015	FY2016	FY2016	FY2017
	Actual	Actual	Actual	Original	Estimated	Adopted
	Amount	Amount	Amount	Budget	Budget	Budget
Expenditures						
Personnel Services	\$ 341,172	\$ 332,536	\$ 412,963	\$ 452,466	\$ 452,466	\$ 455,403
Contractual Services	1,861	1,780	2,400	2,650	2,650	3,100
Internal Services	31,460	25,569	22,150	35,975	35,975	32,275
Other Charges	6,013	6,183	7,047	13,500	13,500	14,151
Materials & Supplies	6,333	4,323	7,006	11,050	11,050	12,925
Capital Outlay	-	1,751	1,534	1,950	1,950	13,300
Grants & Donations	5,000	3,287	7,521	59,800	59,800	60,000
Total Expenditures	\$ 391,839	\$ 375,429	\$ 460,621	\$ 577,391	\$ 577,391	\$ 591,154
Funded FTEs						
Management	2.00	2.00	2.00	2.00	2.00	2.00
Professional/Technical	2.00	2.00	2.00	2.00	2.00	2.00
Total Funded FTEs	4.00	4.00	4.00	4.00	4.00	4.00

IT'S A FACT:

Fire and Life Safety personnel must be prepared to handle a multitude of emergency and non-emergency situations. Not only do our personnel train on fire and EMS related scenarios they routinely train on specialized response capabilities such as complex hazardous materials situations and serious high angle emergencies.



Fire & Life Safety
Prevention & Community Safety - Activity #30323

Mission

Minimize pain, suffering, and loss through public education, life safety engineering, code enforcement, as well as fire investigations.

Goals

- Enforce 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; conduct fire code inspections of buildings within the County.
- Provide public fire and life safety education.
- Respond in a timely, efficient and effective manner to requests for fire prevention and life safety services and information.
- Develop and deliver effective, audience appropriate fire/injury prevention, and life safety public-education programs.
- Conduct investigations of arson and fires of unknown or suspicious origin.
- Conduct the Risk Watch Program in the County's 2nd grade classes.
- Provide fire/injury prevention and life safety education programs to a variety of age groups and businesses in the County; provide fire safety educational information for high school seniors as they transition to college and/or the workforce.
- Provide intervention and direction for children identified as juvenile fire setters, and their parents.
- Oversee public compliance with Superfund Amendments and Reauthorization Act Title III.
- Coordinate the County's Child Seat Awareness Restraint and Education program "CARE."

Implementation Strategies

- Conduct plans reviews and building/fire inspections ensuring accuracy and completeness.
- Provide effective fire and life safety education throughout the County for various age groups and target audiences.
- Ensure origin and cause of fires are effectively investigated.
- Continued integration of designated fire and rescue shift personnel into specific inspection and investigation as needed to serve the needs of the residents and visitors of the County.
- Provide public fire and life safety education in the 2nd grade classes (public and private) of York County schools.
- Provide fire and life safety education to County residents through the division's SAFE Trailer and other educational platforms/mediums.

Budget Comments - FY2017

Funding for personnel reflects a fiscal year market adjustment of 1% plus a flat rate increase effective October 1 of \$500 or \$1250, depending on length of service. Rate increases in group life, health and dental are programmed, as well as a reduction to the VRS rate. Increases are programmed for protective clothing and the routine replacement of computers. Decreases are programmed for fuel.

	FY2013 Actual <u>Amount</u>	FY2014 Actual <u>Amount</u>	FY2015 Actual <u>Amount</u>	FY2016 Original <u>Budget</u>	FY2016 Estimated <u>Budget</u>	FY2017 Adopted <u>Budget</u>
Expenditures						
Personnel Services	\$ 294,906	\$ 302,312	\$ 311,523	\$ 320,659	\$ 320,659	\$ 331,667
Contractual Services	1,932	1,153	1,403	1,500	1,500	1,450
Internal Services	22,599	17,839	16,775	33,623	33,623	22,078
Other Charges	1,918	1,799	1,832	1,900	1,900	2,606
Materials & Supplies	2,974	3,465	4,839	4,165	4,165	6,199
Capital Outlay	1,417	1,452	1,453	-	-	3,000
Total Expenditures	<u>\$ 325,746</u>	<u>\$ 328,020</u>	<u>\$ 337,825</u>	<u>\$ 361,847</u>	<u>\$ 361,847</u>	<u>\$ 367,000</u>
Funded FTEs						
Management	1.00	1.00	1.00	1.00	1.00	1.00
Professional/Technical	1.00	1.00	1.00	1.00	1.00	1.00
Specialized Safety	1.00	1.00	1.00	1.00	1.00	1.00
Total Funded FTEs	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>

IT'S A FACT:

Working to minimize injuries and property loss through education!



**Fire & Life Safety
Animal Control - Activity #30352**

Mission

Ensure life safety and enhance the quality of life of County residents and visitors by enforcing the State and local animal control and protection laws and ordinances.

Goals

- Respond to requests to control wild, domestic, and companion animals posing a threat to the health, safety and welfare of County residents and visitors.
- Promote the humane treatment of animals, and the prevention of cruelty and harassment.
- Check and verify current animal licenses and rabies certificates.
- Issue summons or warrants when applicable for violations of State animal control laws and local animal control ordinances and regulations.
- Collect unlicensed, stray, ill, injured, or dangerous animals and transport them to a humane shelter or veterinarian as appropriate.
- Educate the public on health and welfare, life safety, the obligations of animal ownership, and other issues involving animal control.

Implementation Strategies

- Maintain continuing education of animal control staff to meet the requirements of Virginia State Law and serve the needs of the residents and visitors of the County.
- Maintain effective working relationships with the Virginia Department of Game and Inland Fisheries, various animal control agencies and the Peninsula Health Department.
- Maintain effective working relationship with the Heritage Humane Society.
- Participate in the Peninsula Regional Animal Shelter arrangement with the City of Newport News, Hampton and Poquoson.

Budget Comments - FY2017

Funding for personnel reflects a fiscal year market adjustment of 1% plus a flat rate increase effective October 1 of \$500 or \$1250, depending on length of service. Rate increases in group life, health and dental are programmed, as well as a reduction to the VRS rate. Increases are programmed for work-as-required personnel, Animal Shelter Services, and three body cameras. Decreases are programmed for fuel.

	FY2013 Actual <u>Amount</u>	FY2014 Actual <u>Amount</u>	FY2015 Actual <u>Amount</u>	FY2016 Original <u>Budget</u>	FY2016 Estimated <u>Budget</u>	FY2017 Adopted <u>Budget</u>
<u>Expenditures</u>						
Personnel Services	\$ 139,475	\$ 139,618	\$ 144,722	\$ 189,483	\$ 189,483	\$ 224,271
Contractual Services	76,002	172,058	262,900	282,154	282,154	279,927
Internal Services	20,803	21,135	18,328	27,395	27,395	21,714
Other Charges	1,920	1,533	1,878	3,797	3,797	3,601
Materials & Supplies	800	622	913	1,000	1,000	2,250
Capital Outlay	1,449	-	-	-	-	-
Grants & Donations	-	1,759	-	-	-	-
Total Expenditures	\$ 240,449	\$ 336,725	\$ 428,741	\$ 503,829	\$ 503,829	\$ 531,763
<u>Funded FTEs</u>						
Specialized Safety	3.00	3.00	3.00	3.00	3.00	3.00
Total Funded FTEs	3.00	3.00	3.00	3.00	3.00	3.00

IT'S A FACT:
Making the County a safer place for animals and you!



**Fire & Life Safety
Emergency Management & Support Services - Activity #30355**

Mission

To minimize the effects of a significant emergency or disaster through the coordination of a comprehensive, risk-based program of mitigation, preparedness, response, and recovery.

Goals

- Mitigation - To actively work towards sustained actions to reduce or eliminate long-term risk to people and property from hazards and their effects.
- Preparedness - To plan, train, and exercise County resources for efficient and effective response to and recovery from emergencies and disasters. To establish and maintain a program of public awareness to enhance public self-sufficiency in disasters.
- Response - To coordinate 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.
- Recovery - To coordinate county, regional, state, and federal resources to rebuild the community so individuals and businesses can function on their own and return to a normal life in a timely manner.

Implementation Strategies

- Preparedness and Response: Continue to promote Community Emergency Response Team (CERT) training to establish self-sufficiency within the neighborhoods to respond to emergency conditions.
- Mitigation, Preparedness, Response and Recovery: Continued compliance with the DHS/FEMA National Incident Management System requirements/standards in all aspects of planning, training and exercising for disasters.
- Preparedness and Response: The Department of Fire and Life Safety's Fire and Rescue Operations coordinates York County's participation in a regional Metropolitan Medical Response System which provides a regional capability to respond to major medical and weapons of mass destruction incidents. The Office of Emergency Management and Support Services supports this function as requested and required.

Budget Comments - FY2017

Funding for personnel reflects a fiscal year market adjustment of 1% plus a flat rate increase effective October 1 of \$500 or \$1250, depending on length of service. Rate increases in group life, health and dental are programmed, as well as a reduction to the VRS rate.

	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Amount	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget
<u>Expenditures</u>						
Personnel Services	\$ 175,607	\$ 181,326	\$ 177,287	\$ 200,267	\$ 200,267	\$ 197,028
Contractual Services	13,148	13,217	13,286	13,391	13,391	13,479
Internal Services	14,846	15,543	11,545	26,446	26,446	25,037
Other Charges	2,356	2,687	2,791	3,263	3,263	4,549
Materials & Supplies	-	-	271	300	300	250
Capital Outlay	-	1,417	-	1,500	1,500	1,950
Grants & Donations	8,621	18,021	7,102	25,000	25,000	25,000
Total Expenditures	\$ 214,578	\$ 232,211	\$ 212,282	\$ 270,167	\$ 270,167	\$ 267,293
<u>Funded FTEs</u>						
Management	0.25	0.25	0.25	0.25	0.25	0.25
Professional/Technical	1.00	1.00	1.00	1.00	1.00	1.00
Admin/Clerical	0.25	0.25	0.25	0.25	0.25	0.25
Total Funded FTEs	1.50	1.50	1.50	1.50	1.50	1.50

IT'S A FACT:
Comprehensive emergency planning for "Whole of Community" preparedness, response and recovery!



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Emergency Communications & Radio Maintenance

120 Alexander Hamilton Boulevard

Yorktown, Virginia 23690

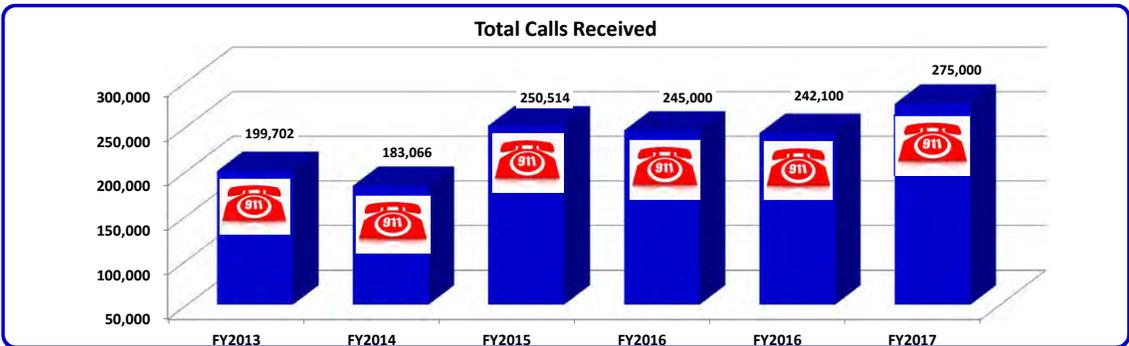
Telephone (757) 890-3700

Hours of Operation: Monday - Friday 8:15am - 5:00pm

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. This is accomplished through the divisions below. Individual division details follow this summary page.

**COUNTY OF YORK, VIRGINIA
EMERGENCY COMMUNICATIONS & RADIO MAINTENANCE**

	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Amount	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget	% of Total FY2017 Funding Sources
Funding Sources							
Local/State/Fed Non-Categorical	\$ 2,390,334	\$ 2,489,800	\$ 2,439,638	\$ 2,725,712	\$ 2,725,712	\$ 2,927,002	66.38%
Rental of Equipment & Facility	194,113	205,546	220,082	215,000	215,000	210,000	4.76%
Recovered Costs	45,600	45,000	45,000	45,000	45,000	45,000	1.02%
Poquoson 911	306,581	313,020	318,029	323,434	323,434	323,000	7.33%
Williamsburg 911	526,087	537,135	545,730	555,008	555,008	555,000	12.59%
State/Federal Aid & Grants	252,600	220,958	251,698	220,000	220,000	250,000	5.67%
School Support	85,720	91,720	99,058	99,058	99,058	99,000	2.25%
	<u>\$ 3,801,035</u>	<u>\$ 3,903,179</u>	<u>\$ 3,919,235</u>	<u>\$ 4,183,212</u>	<u>\$ 4,183,212</u>	<u>\$ 4,409,002</u>	<u>100.00%</u>
Expenditure by Activity							
Emergency Communications	\$ 2,701,304	\$ 2,742,280	\$ 2,755,772	\$ 3,007,250	\$ 3,007,250	\$ 3,156,002	4.95%
Radio Maintenance	1,099,731	1,160,899	1,163,463	1,175,962	1,175,962	1,253,000	6.55%
	<u>\$ 3,801,035</u>	<u>\$ 3,903,179</u>	<u>\$ 3,919,235</u>	<u>\$ 4,183,212</u>	<u>\$ 4,183,212</u>	<u>\$ 4,409,002</u>	<u>5.40%</u>
Expenditure by Category							
Personnel Services	\$ 2,519,060	\$ 2,486,361	\$ 2,415,220	\$ 2,502,862	\$ 2,502,862	\$ 2,589,258	3.45%
Contractual Services	132,837	214,285	293,970	446,545	446,545	548,646	22.86%
Internal Services	19,638	19,998	15,182	20,843	20,843	19,278	-7.51%
Other Charges	126,923	122,491	128,898	132,725	132,725	140,300	5.71%
Materials & Supplies	10,793	8,268	12,808	21,800	21,800	60,245	176.35%
Leases & Rentals	33,169	33,619	33,598	34,606	34,606	35,644	3.00%
Capital Outlay	12,050	4,226	10,481	15,900	15,900	7,700	-51.57%
Grants & Donations	2,000	-	1,147	-	-	-	0.00%
Transfers to Other Funds	944,565	1,013,931	1,007,931	1,007,931	1,007,931	1,007,931	0.00%
	<u>\$ 3,801,035</u>	<u>\$ 3,903,179</u>	<u>\$ 3,919,235</u>	<u>\$ 4,183,212</u>	<u>\$ 4,183,212</u>	<u>\$ 4,409,002</u>	<u>5.40%</u>
Total Funded FTEs	<u>40.50</u>	<u>40.50</u>	<u>40.50</u>	<u>41.50</u>	<u>41.50</u>	<u>42.50</u>	



Other Key Service Indicators						
911 calls received	41,113	64,280	39,601	63,000	61,740	63,000
Wireless 911 calls received	29,900	40,800	26,522	43,000	39,200	43,000
Install radios & lights in emerg vehicles	180	188	192	200	191	200
Install, remove equip & misc work	195	210	215	210	220	210
Maint & repair to County alarm/video systems	110	112	114	115	111	115

Emergency Communications & Radio Maintenance
Emergency Communications - Activity #30356

Mission

Provide the first point of contact for the public to report an emergency; dispatch appropriate resources and personnel; and support operations through a comprehensive communications infrastructure.

Goals

- Answer calls including wireless E-911 calls using Enhanced 911 System and dispatch personnel/equipment to emergency and non-emergency scenes using numerous radio systems and Computer Aided Dispatch (CAD) System.
- Answer and process all calls received from emergency cellular call boxes; all after-hour calls for County services and dispatch appropriate on-call workers; respond to Surry and National Warning Systems Instaphones; provide pre-arrival emergency medical instructions.
- Monitor intrusion/fire alarms for County buildings, receive and dispatch intrusion and fire alarms received from central stations for commercial businesses/private residences.
- Coordinate mutual aid responses with adjacent localities/military installations and maintain liaison with organizations using the Emergency Communications Center.
- Coordinate with the York County Sheriff's Office, Poquoson Police Department and the Williamsburg Police Department the hardcopy and data entry for all warrants and warrants.
- Coordinate the acquisition, location, and maintenance of tower sites, emergency radio and cellular communications equipment and resources; ensure compliance with all applicable rules, regulations, ordinances, and professional practices.

Implementation Strategies

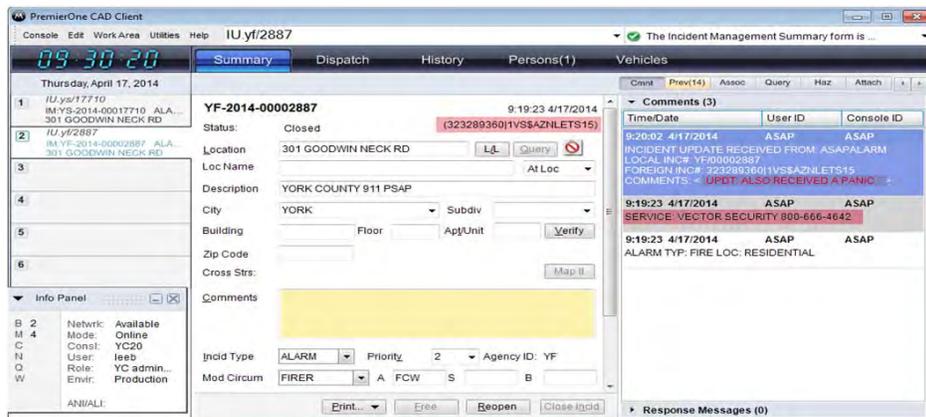
- Continue deployment of quality assurance program to ensure the efficiency of the operation and compliance with guidelines and protocols.
- Monitor accuracy of Phase 2 (location technology) in receipt of E-911 wireless calls and continue to track wireless and total E-911 call volume, reoccurring equipment costs, and personnel costs for the Virginia Wireless E-911 Services Board.
- Utilize new training standards established by the Department of Criminal Justice Services and continue to develop additional training opportunities to enhance staff knowledge and understanding of other public safety facets.
- Continue deployment of additional technologies such as voice-over-internet protocol which provides access to 911 through non-traditional, digital means of communications.

Budget Comments - FY2017

Funding for personnel reflects a fiscal year market adjustment of 1% plus a flat rate increase effective October 1 of \$500 or \$1250, depending on length of service. Rate increases in group life, health and dental are programmed, as well as a reduction to the VRS rate. Increases in personnel are also attributable to the funding of a full-time dispatcher position.

	FY2013	FY2014	FY2015	FY2016	FY2016	FY2017
	Actual	Actual	Actual	Original	Estimated	Adopted
	Amount	Amount	Amount	Budget	Budget	Budget
Expenditures						
Personnel Services	\$ 2,519,060	\$ 2,486,361	\$ 2,415,220	\$ 2,502,862	\$ 2,502,862	\$ 2,589,258
Contractual Services	10,840	101,656	172,036	316,620	316,620	375,221
Internal Services	19,638	19,998	15,182	20,843	20,843	19,278
Other Charges	126,923	122,491	128,898	132,725	132,725	140,300
Materials & Supplies	10,793	7,548	12,808	18,300	18,300	24,245
Capital Outlay	12,050	4,226	10,481	15,900	15,900	7,700
Grants & Donations	2,000	-	1,147	-	-	-
Total Expenditures	\$ 2,701,304	\$ 2,742,280	\$ 2,755,772	\$ 3,007,250	\$ 3,007,250	\$ 3,156,002
Funded FTEs						
Management	1.00	1.00	1.00	1.00	1.00	1.00
Professional/Technical	39.50	39.50	39.50	40.50	40.50	41.50
Total Funded FTEs	40.50	40.50	40.50	41.50	41.50	42.50

IT'S A FACT:
Automated Secure Alarm Protocol (ASAP)
is an interface that links the York-Poquoson-Williamsburg 9-1-1 Center directly to third party alarm companies such as Honeywell ADT, which decreases the amount of time it takes to dispatch law enforcement, EMS and fire calls. This technology was developed by York County and has now become a national standard.



**Emergency Communications & Radio Maintenance
Radio Maintenance - Activity #30357**

Mission

To manage resources relative to maintaining critical County communications, alarm, and emergency warning device infrastructure.

Goals

- To perform installation, service, maintenance, and removal of two-way radios, cellular telephones, alarm systems, and visual and audible warning systems.
- Oversees all installation, maintenance, service, and removal of visual and audible warning systems.

Implementation Strategies

- Improve existing services to internal customers.
- Develop a preventative maintenance program for fire alarm systems in County buildings.
- Assign individual codes to users of County alarm systems and develop "as built" documentation for County alarm systems.

Budget Comments - FY2017

An increase is programmed to replace essential pieces of equipment that are irreparable.

	FY2013 Actual <u>Amount</u>	FY2014 Actual <u>Amount</u>	FY2015 Actual <u>Amount</u>	FY2016 Original <u>Budget</u>	FY2016 Estimated <u>Budget</u>	FY2017 Adopted <u>Budget</u>
<u>Expenditures</u>						
Contractual Services	\$ 121,997	\$ 112,629	\$ 121,934	\$ 129,925	\$ 129,925	\$ 173,425
Materials & Supplies	-	720.00	-	3,500	3,500	36,000
Leases & Rentals	33,169	33,619.00	33,598	34,606	34,606	35,644
Transfers to Other Funds	944,565	1,013,931	1,007,931	1,007,931	1,007,931	1,007,931
Total Expenditures	\$ 1,099,731	\$ 1,160,899	\$ 1,163,463	\$ 1,175,962	\$ 1,175,962	\$ 1,253,000



The "backbone" of the Regional Radio System

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Adult & Juvenile Corrections

224 Ballard Street

Yorktown, Virginia 23690

Telephone (757) 890-3880

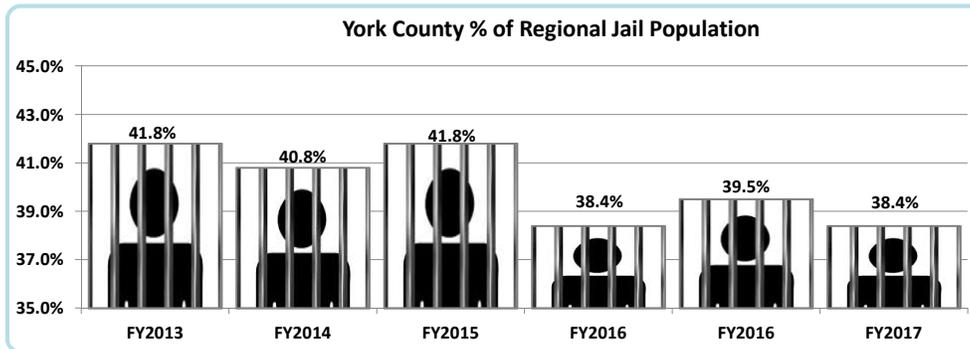
Hours of Operation: Monday - Friday 8:15am - 5:00pm

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.

	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Amount	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget	% of Total FY2017 Funding Sources
Funding Sources							
Local/State/Fed Non-Categorical	\$ 3,033,851	\$ 3,113,641	\$ 3,121,052	\$ 3,042,075	\$ 3,038,759	\$ 3,069,128	99.86%
York-Poquoson Courthouse	2,831	2,509	3,853	3,586	3,586	4,193	0.14%
State/Federal Aid & Grants	5,228	3,883	2,290	-	3,316	-	0.00%
Total Funding Sources	\$ 3,041,910	\$ 3,120,033	\$ 3,127,195	\$ 3,045,661	\$ 3,045,661	\$ 3,073,321	100.00%

							% Change Original 2016/ Adopted 2017
Expenditure by Activity							
Adult Corrections	\$ 2,666,650	\$ 2,673,646	\$ 2,624,951	\$ 2,566,191	\$ 2,566,191	\$ 2,613,821	1.86%
Juvenile Corrections	375,260	446,387	502,244	479,470	479,470	459,500	-4.17%
Total Expenditures	\$ 3,041,910	\$ 3,120,033	\$ 3,127,195	\$ 3,045,661	\$ 3,045,661	\$ 3,073,321	0.91%

Expenditure by Category							
Contractual Services	\$ 3,023,021	\$ 3,100,380	\$ 3,111,389	\$ 3,029,391	\$ 3,029,391	\$ 3,061,621	1.06%
Other Charges	712	596	931	1,620	1,620	1,275	-21.30%
Materials & Supplies	802	2,855	837	1,150	1,150	1,200	4.35%
Leases & Rentals	12,147	12,319	11,748	13,500	13,500	9,225	-31.67%
Grants & Donations	5,228	3,883	2,290	-	-	-	0.00%
Total Expenditures	\$ 3,041,910	\$ 3,120,033	\$ 3,127,195	\$ 3,045,661	\$ 3,045,661	\$ 3,073,321	0.91%



Other Key Service Indicators						
Virginia Peninsula Regional Jail						
York County average daily population	144.6	157.7	144.6	160.0	157.7	160.0
Local ordinances	117	144	117	163	144	155
Colonial Community Corrections						
Offenders intake interviews	493	480	401	400	400	400
Community service hours	5,528	5,775	3,367	8,000	4,500	4,000
Merrimac Center						
Number of days	2,200	2,200	2,200	2,100	2,200	2,200
Per diem rate	\$ 176	\$ 176	\$ 186	\$ 206	\$ 209	\$ 199
Complaints for York	1,018	1,000	1,003	1,000	1,000	1,000

Adult & Juvenile Corrections
Adult Corrections - Activity #30315

Mission

Accounts for York County's share of the expenditures for inmates at the Virginia Peninsula Regional Jail and funding for the Colonial Community Corrections program.

Goals

- To review the billing statements provided by the Virginia Peninsula Regional Jail for accuracy.
- To prepare and process bills in a timely manner for monthly payment.

Implementation Strategies

- Maintain the County's participation in the Regional Jail. Each jurisdiction's share is based on an average percentage of the prisoner population on a rolling 5-year basis.

Budget Comments - FY2017

Increased funding is provided for the Regional Jail based on trend.

	FY2013	FY2014	FY2015	FY2016	FY2016	FY2017
	Actual	Actual	Actual	Original	Estimated	Adopted
	Amount	Amount	Amount	Budget	Budget	Budget
<u>Expenditures</u>						
Contractual Services	\$ 2,661,422	\$ 2,669,763	\$ 2,622,661	\$ 2,566,191	\$ 2,566,191	\$ 2,613,821
Grants & Donations	5,228	3,883	2,290	-	-	-
Total Expenditures	<u>\$ 2,666,650</u>	<u>\$ 2,673,646</u>	<u>\$ 2,624,951</u>	<u>\$ 2,566,191</u>	<u>\$ 2,566,191</u>	<u>\$ 2,613,821</u>

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.



Virginia Peninsula Regional Jail

Adult & Juvenile Corrections
 Juvenile Corrections - Activity #30333

Mission

Protect the public through a balanced approach of comprehensive services that prevent and reduce juvenile delinquency through partnerships with families, schools, communities, law enforcement, and other agencies, while providing the opportunity for delinquent youth to develop into responsible and productive residents.

Goals

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

Implementation Strategies

- Maintain the County's participation for individuals housed at the Merrimac Center.

Budget Comments - FY2017

An increase in the daily per diem rate and the usage of the secure detention center has resulted in the additional funding request. A decrease is programmed in the annual building lease due to a rate adjustment.

	FY2013	FY2014	FY2015	FY2016	FY2016	FY2017
	Actual	Actual	Actual	Original	Estimated	Adopted
	Amount	Amount	Amount	Budget	Budget	Budget
Expenditures						
Contractual Services	\$ 361,599	\$ 430,617	\$ 488,728	\$ 463,200	\$ 463,200	\$ 447,800
Other Charges	712	596	931	1,620	1,620	1,275
Materials & Supplies	802	2,855	837	1,150	1,150	1,200
Leases & Rentals	12,147	12,319	11,748	13,500	13,500	9,225
Total Expenditures	\$ 375,260	\$ 446,387	\$ 502,244	\$ 479,470	\$ 479,470	\$ 459,500



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.

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**Department of Finance
Finance - Activity #50119**

Mission

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

Goals

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

Implementation Strategies

- Provide effective leadership and management over the activities identified above by providing continuous communication and guidance.
- Continue to promote communication and sharing of resources and information between divisions, departments and other governmental units.
- Receive adequate training and education to stay current on budgeting, accounting and auditing best practices.
- Provide recommendations for the annual operating budget and the ten-year Capital Improvements Program, within the guidelines adopted by the Board of Supervisors and oversee preparation of a budget document that will qualify for the Distinguished Budget Presentation Award given by the Government Finance Officers Association.
- Oversee preparation of the County's Comprehensive Annual Financial Report (CAFR) to meet the requirements to qualify for a Certificate of Achievement for Excellence in Financial Reporting given by the Government Finance Officers Association.

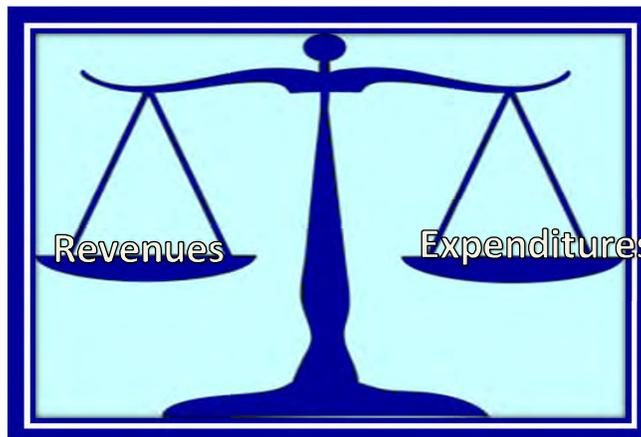
Budget Comments - FY2017

Funding for personnel reflects a fiscal year market adjustment of 1% plus a flat rate increase effective October 1 of \$500 or \$1250, depending on length of service. Rate increases in group life, health and dental are programmed, as well as a reduction to the VRS rate. Personnel increases are attributable to a reallocation of personnel. Capital funding increases are programmed for routine replacement of computers.

	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Amount	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget
<u>Expenditures</u>						
Personnel Services	\$ 88,835	\$ 187,264	\$ 179,322	\$ 186,273	\$ 186,273	\$ 234,566
Contractual Services	4,292	4,889	3,061	3,120	3,120	2,500
Internal Services	7,931	46	-	751	751	664
Other Charges	1,436	3,352	1,948	4,125	4,125	3,170
Materials & Supplies	4,387	1,492	1,462	2,500	2,500	2,275
Leases & Rents	2,688	-	3,288	3,450	3,450	4,000
Capital Outlay	6,741	-	1,453	-	-	3,500
Total Expenditures	\$ 116,310	\$ 197,043	\$ 190,534	\$ 200,219	\$ 200,219	\$ 250,675
<u>Funded FTEs</u>						
Management	1.00	1.00	1.00	1.00	1.00	1.25
Admin/Clerical	1.00	1.00	1.00	1.00	1.00	1.00
Total Funded FTEs	2.00	2.00	2.00	2.00	2.00	2.25

IT'S A FACT:

In compliance with the Code of Virginia, York County's policy is to adopt a balanced budget, where revenues equal expenditures.



Department of Finance
Accounting & Financial Reporting - Activity #50123

Mission

Gather, prepare and distribute timely, accurate and reliable information to enable the Board of Supervisors, management, creditors and investors to make informed budgetary and financial decisions.

Goals

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

Implementation Strategies

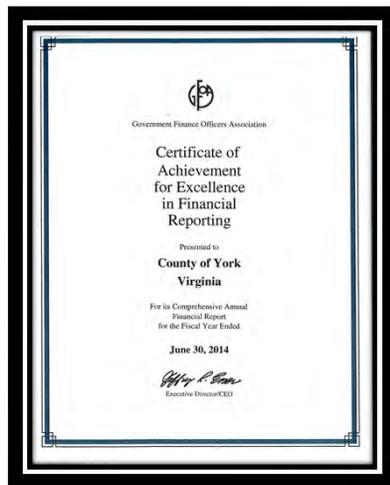
- Assist with the preparation of the County's Comprehensive Annual Financial Report (CAFR) to meet the requirements to qualify for a Certificate of Achievement for Excellence in Financial Reporting given by the Government Finance Officers Association.
- Continue to implement new standards issued by the Government Accounting Standards Board to be in conformity with accounting principles generally accepted in the United States of America and to enhance the understandability and usefulness of the County's financial reports.
- In addition to the CAFR, the division also prepares the following reports: E911 Wireless True-up report, APA Transmittal report, DEQ financial assurance package, Nationally Recognized Municipal Securities Information Repository (for outstanding debt), the USDA Farmer's Home report, Cost Allocation Plan, OPEB actuarial valuation, Certificate of No Default letters for the 2005 and 2010 Sewer bonds and the VRA lease revenue bonds, and Comprehensive Services Act monthly reports.
- Coordinate and prepare for the annual financial audit of the County, School Division, EDA and Marquis CDA, including but not limited to preparing year-end adjustments, preparing financial schedules, closing of funds, and the review of schedules prepared by Fiscal Accounting Services, the Treasurer's Office, other departments and component units.
- Maintain County capital asset records, including equipment, buildings, land, improvements and infrastructure. Account for additions, deletions and transfers of assets; calculate valuation and depreciation and reconcile capital asset records and schedules. Perform physical inventories of assets.
- Performs monthly cash, surety, tax receivable reconciliations with the Treasurer and monthly general ledger closing and year-end general ledger closing activities.

Budget Comments - FY2017

Funding for personnel reflects a fiscal year market adjustment of 1% plus a flat rate increase effective October 1 of \$500 or \$1250, depending on length of service. Rate increases in group life, health and dental are programmed, as well as a reduction to the VRS rate. Personnel from Budget and Financial Reporting were reallocated to the new Accounting & Financial Reporting Department in FY2016 to align workload.

	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Amount	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget
Expenditure By Category						
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 330,377
Contractual Services	-	-	-	-	-	20
Internal Services	-	-	-	-	-	2,983
Other Charges	-	-	-	-	-	2,970
Materials & Supplies	-	-	-	-	-	2,700
Capital Outlay	-	-	-	-	-	1,500
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 340,550
Funded FTEs						
Management	-	-	-	-	1.00	1.00
Professional/Technical	-	-	-	-	3.00	3.00
Total Funded FTEs	-	-	-	-	4.00	4.00

York has received the GFOA's Certificate of Excellence in Financial Reporting for 29 consecutive years!



**Department of Finance
Budget - Activity #50124**

Mission

Gather, prepare and distribute timely, accurate and reliable information to enable the Board of Supervisors, management, creditors and investors to make informed budgetary and financial decisions.

Goals

- Budgeting - Provide 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.

Implementation Strategies

- Assist with the preparation of the annual operating budget within the guidelines adopted by the Board of Supervisors and to qualify for a Distinguished Budget Presentation Award given by the Government Finance Officers Association.
- Monitor debt covenant compliance and payments of debt service; prepare monthly sales, lodging and meals tax analysis; reconcile monthly financial reports with management company for Riverwalk Landing tenant operations; prepare 90 day vacancy report; prepare actual revenue year-to-date comparison report; prepare monthly financial reports for the EDA; prepare and submit incremental tax collections reports for the Marquis CDA; reconcile State and federal receipts with quarterly State disbursement report; reconcile receipts from Compensation Board for Constitutional Officers; prepare adjusting journal entries for account code corrections; review purchase orders and p-card transactions for budget availability and proper coding; prepare budget transfers for departments; prepare budget adjustments to appropriate funds for grants, donations, and other programs; monitor the budget throughout the year and recommend adjustments as needed.

Budget Comments - FY2017

Funding for personnel reflects a fiscal year market adjustment of 1% plus a flat rate increase effective October 1 of \$500 or \$1250, depending on length of service. Rate increases in group life, health and dental are programmed, as well as a reduction to the VRS rate. In FY2016, Budget & Financial Reporting was restructured resulting in decreases to all areas except for the routine replacements of computers.

	FY2013	FY2014	FY2015	FY2016	FY2016	FY2017
	Actual	Actual	Actual	Original	Estimated	Adopted
	Amount	Amount	Amount	Budget	Budget	Budget
Expenditure By Category						
Personnel Services	\$ 393,463	\$ 391,525	\$ 411,099	\$ 480,254	\$ 480,254	\$ 341,210
Contractual Services	860	534	1,875	2,560	2,560	2,500
Internal Services	4,010	2,646	2,846	3,679	3,679	3,214
Other Charges	4,035	3,832	3,243	5,005	5,005	2,975
Materials & Supplies	7,339	6,938	2,291	4,985	4,985	3,100
Capital Outlay	3,174	14,209	-	1,500	1,500	1,500
Total Expenditures	\$ 412,881	\$ 419,684	\$ 421,354	\$ 497,983	\$ 497,983	\$ 354,499
Funded FTEs						
Management	1.00	1.00	1.00	1.00	1.00	1.00
Professional/Technical	4.00	5.00	5.00	5.00	3.00	3.00
Total Funded FTEs	5.00	6.00	6.00	6.00	4.00	4.00

York has received the GFOA's Distinguished Budget Award for 12 consecutive years!



Department of Finance
Fiscal Accounting Services - Activity #50125

Mission

Support County Departments' delivery of services through the timely and accurate processing of payroll and vendor payments, recordation of financial transactions, billing of charges for utility and other services, mail services, grants financial management, and management of insurance issues and risk.

Goals

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

Implementation Strategies

- To develop and implement additional e-government services.
- To ensure that all payments made to vendors and employees are timely and accurate.
- To maintain financial data and provide timely and accurate financial information as needed and requested.
- To use our safety program to reinforce departmental awareness of and responsibility for injury and accident costs and consequences.
- To minimize risk exposures, protect physical assets, and reduce the cost of risk without impeding departments' capabilities to deliver services.

Budget Comments - FY2017

Funding for personnel reflects a fiscal year market adjustment of 1% plus a flat rate increase effective October 1 of \$500 or \$1250, depending on length of service. Rate increases in group life, health and dental are programmed, as well as a reduction to the VRS rate.

	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Amount	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget
Expenditures						
Personnel Services	\$ 659,056	\$ 647,677	\$ 629,404	\$ 698,132	\$ 698,132	\$ 640,216
Contractual Services	3,212	4,924	3,924	5,500	5,500	5,500
Internal Services	20,989	21,120	21,971	28,066	28,066	25,535
Other Charges	8,442	7,533	6,594	10,220	10,220	9,310
Materials & Supplies	4,902	4,711	4,056	5,800	5,800	5,000
Capital Outlay	6,274	6,330	4,247	3,000	3,000	6,000
Total Expenditures	\$ 702,875	\$ 692,295	\$ 670,196	\$ 750,718	\$ 750,718	\$ 691,561
Funded FTEs						
Management	1.00	1.00	1.00	1.00	1.00	1.00
Professional/Technical	9.00	9.00	9.00	9.00	8.00	8.00
Admin/Clerical	1.00	1.00	1.00	1.00	1.00	1.00
Total Funded FTEs	11.00	11.00	11.00	11.00	10.00	10.00

IT'S A FACT:

Utility Billing serves over 16,600 trash customers and over 20,600 sewer customers.
That's 1,000 more trash customers and 3,500 more sewer customers than we had 10 years ago!



**Department of Finance
Central Purchasing - Activity #50129**

Mission

Provide procurement of goods and services for all offices, agencies, and boards within York County and York County School Division to realize cost savings from consolidation of purchasing actions for both organizations, and to standardize procedures so as to achieve County-wide consistency in procurement policy and vendor/supplier relations.

Goals

- Procure goods and services in the most efficient and timely manner, while at the most economical cost to the County.
- Provide for the effective disposal of surplus County property.

Implementation Strategies

- Continue implementation of Electronic Commerce approach to procurement functions both externally and internally. Evaluate BAI platform for purchase requisitions.
- Provide services during regular business days for procurement functions and on an "as needed" basis for surplus property.
- Efficiently processing all regular requisitions follows: Under \$1,500, Same day; \$1,500 - \$5,000, 10 days; \$5,000 - \$15,000 25 days; \$15,000 - \$30,000, 45 days; Over \$30,000, 60 days.
- Continue "Outreach" efforts to local vendor community and Disadvantaged and Minority Business Enterprises (DMBE) in accordance with the Governor's Executive Order.
- Continue electronic archiving of purchasing transactions to include purchase orders, requisitions, and formal bids.
- Continue to promote to staff the use of electronic medium as the preferred method of "filing" to help eliminate physical files.

Budget Comments - FY2017

Funding for personnel reflects a fiscal year market adjustment of 1% plus a flat rate increase effective October 1 of \$500 or \$1250, depending on length of service. Rate increases in group life, health and dental are programmed, as well as a reduction to the VRS rate.

	FY2013	FY2014	FY2015	FY2016	FY2016	FY2017
	Actual	Actual	Actual	Original	Estimated	Adopted
	Amount	Amount	Amount	Budget	Budget	Budget
Expenditures						
Personnel Services	\$ 394,673	\$ 403,189	\$ 415,324	\$ 426,540	\$ 426,540	\$ 422,940
Contractual Services	2,627	1,765	3,130	2,300	2,300	2,425
Internal Services	1,044	1,559	1,499	1,567	1,567	1,358
Other Charges	3,075	4,493	3,442	4,300	4,300	5,500
Materials & Supplies	2,480	1,832	1,600	4,000	4,000	2,380
Capital Outlay	1,179	2,474	-	3,000	3,000	3,000
Total Expenditures	\$ 405,078	\$ 415,312	\$ 424,995	\$ 441,707	\$ 441,707	\$ 437,603
Funded FTEs						
Management	1.00	1.00	1.00	1.00	1.00	1.00
Professional/Technical	3.00	3.00	3.00	3.00	3.00	3.00
Admin/Clerical	1.00	1.00	1.00	1.00	1.00	1.00
Total Funded FTEs	5.00	5.00	5.00	5.00	5.00	5.00

IT'S A FACT:

Training/Certification by the National Institute of Governmental Purchasing (NIGP) leads to consistent dollar-savings.



Department of Finance
Central Administrative Services - Activity #50141

This activity accumulates certain costs relating to common services within the County. Expenditures that are specific, identifiable and quantifiable are charged to the user departments. These services include postage, central stores, AS400 mainframe and imaging system charges.

Budget Comments - FY2017

Contractual services reflect a decrease in maintenance service contracts.

	FY2013	FY2014	FY2015	FY2016	FY2016	FY2017
	Actual	Actual	Actual	Original	Estimated	Adopted
	Amount	Amount	Amount	Budget	Budget	Budget
<u>Expenditures</u>						
Internal Services	\$ -	\$ -	\$ -	\$ 5,506	\$ 5,506	\$ 4,168
Contractual Services	128,537	107,133	128,793	182,236	182,236	135,846
Other Charges	71,616	82,502	71,532	88,060	88,060	82,000
Materials & Supplies	15,565	12,306	12,850	25,910	25,910	19,369
Leases & Rentals	14,172	13,932	14,160	14,390	14,390	14,090
Capital Outlay	1,561	4,958	8,942	27,500	27,500	10,000
Chargeouts	(153,828)	(131,147)	(131,123)	(160,421)	(160,421)	(145,765)
Total Expenditures	\$ 77,623	\$ 89,684	\$ 105,154	\$ 183,181	\$ 183,181	\$ 119,708



Department of Finance
Central Insurance - Activity #50146

Mission

Provides management of the property, casualty, liability, and workers' compensation insurance programs for General County and Public Safety operations.

Goals

- In accordance with BOS Goal 5: to ensure 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.

Implementation Strategies

- To review adequacy of insurance coverage for protection of assets and for liability exposures.
- To continue our county-wide safety program involving employees at all levels.
- To encourage employees on workers' compensation leave to return to work as soon as possible; to encourage use of the County's light duty work program.

Budget Comments - FY2017

An increase in funding is programmed for coverage based on higher property values and insurance premiums.

	FY2013	FY2014	FY2015	FY2016	FY2016	FY2017
	Actual	Actual	Actual	Original	Estimated	Adopted
	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
Expenditures						
Contractual Services	\$ 8,664	\$ 8,664	\$ 8,664	\$ 8,665	\$ 8,665	\$ 8,665
Other Charges	377,734	371,610	387,885	409,562	409,562	421,022
Grants & Donations	-	-	8,000	-	-	-
Total Expenditures	<u>\$ 386,398</u>	<u>\$ 380,274</u>	<u>\$ 404,549</u>	<u>\$ 418,227</u>	<u>\$ 418,227</u>	<u>\$ 429,687</u>





**Department of Information Technology
Activity #50121**

**COUNTY OF YORK, VIRGINIA
DEPARTMENT OF INFORMATION TECHNOLOGY**

Mission

Provide the technology to support the efficient operation of County government and to make government information accessible to its residents.

Goals

- Coordinate 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.
- Maintain and operate the County's Financial system (BAI on a IBM Power 7).
- Provide computing support necessary for all financial functions to Fiscal Accounting Services, School Board, Colonial Behavioral Health, Purchasing, and Social Services.
- Administer and operate the County's wide-area network electronically connecting all departments, fire stations, School Board Office, Constitutional offices, County Administration and Courts
- Assist in the identification, testing, procurement, and disposition of all computer software and software licenses throughout County government; perform strategic planning of County technology needs in support of future programs and services.
- Provide quality equipment and effective maintenance program to ensure mission accomplishment and excellent customer service and to protect County resources.
- Make County information electronically available to its residents.
- Maintain the hardware, software, and telecommunications links required within the County.
- Award all Capital Improvement Program projects in year of appropriation, complete projects within budget and on schedule, and financially close all projects within 120 days of completion.

Implementation Strategies

- Continue to expand the use of document imaging to reap greater efficiencies.
- Reduce the number of servers and increase reliability by maintaining a virtual server environment and combining multiple server applications on a single piece of hardware.
- Make greater use of in-house and contract audit initiatives to develop telephone system upgrade/replacement plans based on cost-effective industry standards and life-cycle replacement strategies.
- Use a balance of contract repair and in-house work to optimize customer support and perform critical preventive maintenance tasks.
- Invest in employee training to sustain and improve Network and telephone service.

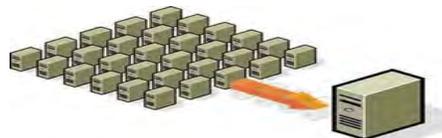
Budget Comments - FY2017

Funding for personnel reflects a fiscal year market adjustment of 1% plus a flat rate increase effective October 1 of \$500 or \$1250, depending on length of service. Rate increases in group life, health and dental are programmed, as well as a reduction to the VRS rate. An increase in personnel is attributed to the funding for a new full-time management position. Increases in non-personnel are attributable to the replacement of hardware and telecommunication equipment.

	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Amount	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget
Funding Sources						
Local/State/Fed Non-Categorical	\$ 1,850,001	\$ 1,827,229	\$ 1,816,597	\$ 1,998,266	\$ 1,998,166	\$ 2,088,905
Charges for Services	45,380	42,312	22,529	6,600	6,600	3,900
Donations	-	25	275	-	100	-
State/Federal Aid & Grants	-	-	11,345	13,000	13,000	13,000
Rental Equipment & Facility	-	-	-	28,000	28,000	28,000
Total Funding Sources	\$ 1,895,381	\$ 1,869,566	\$ 1,850,746	\$ 2,045,866	\$ 2,045,866	\$ 2,133,805
Expenditures						
Personnel Services	\$ 1,346,807	\$ 1,360,738	\$ 1,394,017	\$ 1,431,317	\$ 1,431,317	\$ 1,503,145
Contractual Services	202,305	182,652	164,985	176,400	176,400	176,600
Internal Services	9,010	12,117	10,800	13,979	13,979	12,352
Other Charges	287,150	289,470	262,044	284,625	284,625	288,758
Materials & Supplies	17,921	15,547	15,472	17,000	17,000	16,950
Leases & Rents	90	90	125	-	-	-
Capital Outlay	32,098	8,952	3,303	122,545	122,545	136,000
Total Expenditures	\$ 1,895,381	\$ 1,869,566	\$ 1,850,746	\$ 2,045,866	\$ 2,045,866	\$ 2,133,805
Funded FTEs						
Management	1.00	1.00	1.00	1.00	1.00	2.00
Professional/Technical	14.50	14.50	14.50	14.50	14.50	14.50
Admin/Clerical	1.00	1.00	1.00	1.00	1.00	1.00
Total Funded FTEs	16.50	16.50	16.50	16.50	16.50	17.50
Key Service Indicators						
Payroll registers processed	304	281	299	330	345	350
W2s produced and reconciled	4,170	4,252	4,174	4,340	4,325	4,340
Accounts payable batches processed	643	703	894	680	950	1,000
Journal entries processed	2,815	2,740	2,200	2,830	3,000	3,100
Financial reports processed	1,575	1,595	1,620	1,620	1,650	1,660
Addresses maintained by GIS	33,987	34,048	34,109	34,300	34,150	34,300
GIS map components	2,188,206	2,238,626	2,289,046	2,306,690	2,283,399	2,306,690
Computer work orders	3,566	3,427	3,395	3,500	3,300	3,300
Total number of phone lines	1,278	1,204	1,130	1,200	1,200	1,200
Total number of phone calls	1,726,825	1,502,541	1,278,257	1,600,000	1,550,000	1,600,000

IT'S A FACT:

Over the past 6 years, Information Technology has reduced the number of physical servers by 95%. These reductions have occurred through the expanded use of Virtual Server and Dark Fiber technologies.





Department of Human Resources
Activity #50122

Mission

To serve as a strategic partner supporting the County as an employer of choice by providing quality human resource services to attract, develop, sustain, inspire, and retain a diverse and qualified workforce within a supportive work environment.

Goals

- Develop and maintain the County's personnel policies and procedures.
- Enhance communications pertaining to new and current benefit programs.
- Administer the compensation plan, benefits (retirement, health insurance, deferred compensation, life insurance), safety, and drug and alcohol testing programs for the County.
- Assist departments, agencies, and Constitutional Officers with policy issues.
- Create a more efficient hiring method that is convenient for our new employees and their supervisors.
- Target specific training needs and implement a well-rounded training plan that will help employee growth and development.

Implementation Strategies

- Increase availability of on-line procedures and applications.
- Hire qualified individuals in a timely manner through use of applicant tracking system.
- Develop and maintain competitive compensation and benefit programs to attract and retain employees.
- Expand online recruitment to include on-boarding process and background screenings.

Budget Comments - FY2017

Funding for personnel reflects a fiscal year market adjustment of 1% plus a flat rate increase effective October 1 of \$500 or \$1250, depending on length of service. Rate increases in group life, health and dental are programmed, as well as a reduction to the VRS rate. The increase in other charges is attributable to implementing a senior level management training program and a degree program.

	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Amount	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget
Funding Sources						
Local/State/Fed Non-Categorical	\$ 549,662	\$ 560,200	\$ 574,584	\$ 607,766	\$ 607,766	\$ 753,149
Total Funding Sources	\$ 549,662	\$ 560,200	\$ 574,584	\$ 607,766	\$ 607,766	\$ 753,149
Expenditures						
Personnel Services	\$ 467,786	\$ 478,833	\$ 494,073	\$ 503,768	\$ 503,768	\$ 597,274
Contractual Services	35,153	39,213	40,733	42,605	42,605	49,005
Internal Services	396	734	703	2,353	2,353	1,746
Other Charges	30,587	33,075	35,105	34,150	34,150	96,124
Materials & Supplies	2,833	5,304	3,970	4,150	4,150	4,500
Capital Outlay	12,907	3,041	-	20,740	20,740	4,500
Total Expenditures	\$ 549,662	\$ 560,200	\$ 574,584	\$ 607,766	\$ 607,766	\$ 753,149
Funded FTEs						
Management	1.00	1.00	1.00	1.00	1.00	1.00
Professional/Technical	4.00	4.00	4.00	4.00	5.00	5.00
Admin/Clerical	0.50	0.50	0.50	0.50	0.50	0.50
Total Funded FTEs	5.50	5.50	5.50	5.50	6.50	6.50
Key Service Indicators						
Positions advertised	85	87	117	85	85	85
Jobs classified, reviewed & surveyed	7	14	267	10	267	267
Changes to health insurance enrollments	301	340	380	350	425	425
Employees trained	765	950	795	950	1,600	950

IT'S A FACT:

We have implemented a new-hire process called Onboarding. This system reduces the time it takes to process in a new employee on their first day.

Another great feature is that all new hires processed through this Onboarding portal will be able to return to their completed profile at any time to review policies, obtain information and print copies of forms.





**Commissioner of the Revenue
Treasurer**

120 Alexander Hamilton Boulevard
Yorktown, Virginia 23690

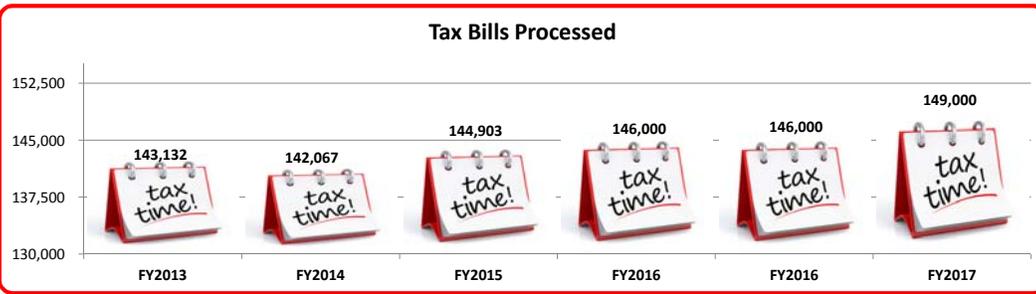
Telephone (757) 890-3383 (COR) & (757) 890-3420 (Treas)
Hours of Operation: Monday - Friday 8:15am - 5:00pm

COUNTY OF YORK, VIRGINIA

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, which is the basis for the Treasurer's tax bill mailings. The Treasurer is responsible for collecting, depositing, and investing all of the County's local, state and federal revenue. Also, the Treasurer collects and remits revenue to the Commonwealth of Virginia for Estimated State Tax, State Income Tax and other fees. This is accomplished through the divisions below. Individual division details follow this summary page.

	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Amount	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget	% of Total FY2017 Funding Sources
Funding Sources							
Local/State/Fed Non-Categorical	\$ 1,487,226	\$ 1,492,409	\$ 1,446,594	\$ 1,618,864	\$ 1,618,864	\$ 1,572,306	76.08%
Permits, Fees, Fines	4,850	2,413	2,945	-	-	-	0.00%
Charges for Services	279	245	496	300	300	400	0.02%
Miscellaneous	114,327	114,416	118,522	114,000	114,000	117,000	5.66%
State Compensation Board	327,512	346,214	345,390	353,947	353,947	377,000	18.24%
Total Funding Sources	\$ 1,934,194	\$ 1,955,697	\$ 1,913,947	\$ 2,087,111	\$ 2,087,111	\$ 2,066,706	100.00%
Expenditure by Activity							
Commissioner of the Revenue	\$ 1,056,851	\$ 1,063,923	\$ 1,087,143	\$ 1,161,857	\$ 1,161,857	\$ 1,164,143	0.20%
Treasurer	877,343	891,774	826,804	925,254	925,254	902,563	-2.45%
Total Expenditures	\$ 1,934,194	\$ 1,955,697	\$ 1,913,947	\$ 2,087,111	\$ 2,087,111	\$ 2,066,706	-0.98%
Expenditure by Category							
Personnel Services	\$ 1,668,817	\$ 1,694,602	\$ 1,693,990	\$ 1,804,212	\$ 1,804,212	\$ 1,800,188	-0.22%
Contractual Services	88,528	95,269	60,452	113,990	113,990	88,725	-22.16%
Internal Services	44,927	29,059	31,384	41,472	41,472	34,898	-15.85%
Other Charges	87,003	83,105	102,659	93,727	93,727	109,125	16.43%
Materials & Supplies	16,706	14,387	16,230	20,660	20,660	17,770	-13.99%
Leases & Rentals	1,848	-	-	-	-	-	0.00%
Capital Outlay	26,365	39,275	9,232	13,050	13,050	16,000	22.61%
Total Expenditures	\$ 1,934,194	\$ 1,955,697	\$ 1,913,947	\$ 2,087,111	\$ 2,087,111	\$ 2,066,706	-0.98%
Total Funded FTEs	29.25	29.25	29.25	29.25	29.25	29.25	



Other Key Service Indicators						
Personal property, real estate, business license & excise tax assessments*	126,285	124,609	129,593	126,865	130,000	133,000
Vehicle registration fees assessed*	74,812	77,849	79,628	81,000	81,400	82,150
Tax relief for elderly and/or disabled applications*	853	813	780	850	800	810
Vehicle registrations processed	75,393	77,849	74,375	81,000	75,000	75,750
Dog tags issued	9,210	8,319	9,025	9,500	9,250	9,500
Utility payments processed	124,845	128,415	129,491	130,000	130,000	131,000
Delinquent notices processed	20,914	22,598	25,197	23,000	25,500	25,750

* Commissioner of Revenue data is on a calendar year basis.

**Commissioner of the Revenue & Treasurer
Commissioner of the Revenue - Activity #50126**

Mission

Accurately identify and assess all sources of revenue to which the County is entitled by law, and to provide friendly, equitable, and efficient service to taxpayers.

Goals

- Provide 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 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.
- Provide 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.
- Provide 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; track and report monthly payments and allocation of state 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; comparison & audit of 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.
- Continue 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 servicemembers killed in action.
- Continue to expand and promote 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.

Implementation Strategies

- Continued audit of various business accounts, State Sales Tax reports, and Land Sales records to ensure County is receiving all possible revenues as entitled. Increased discovery of 'internet based' businesses through REVEOS software acquisition. Maintain partnership with the Dept. of Taxation concerning audit of State Sales Tax for the benefit of both the County and the Commonwealth. Continued physical presence 'in the field' by Business Tax Compliance Officer for discovery of new revenues.
- Expanded mailings for potentially qualifying 'tax relief' applicants by cross matching Real Estate, Personal Property and State Income Tax modules information.
- Continued development and implementation of a BAI AS400 "Events" and "Compliance" modules to organize and track miscellaneous business tax discoveries, follow up action, and revenues generated, develop process for discovery of internet based businesses with York County physical presence, and enhance BL application processes within COR & other County divisions.
- Continued promotion of on-line filing, renewal and payment of Business License and various Consumer Taxes, as well as FAQ section, and on-line filing and communications through office website.

Budget Comments - FY2017

Funding for personnel reflects a fiscal year market adjustment of 1% plus a flat rate increase effective October 1 of \$500 or \$1250, depending on length of service. Rate increases in group life, health and dental are programmed, as well as a reduction to the VRS rate. Decreases in funding are programmed for contractual services, AS400 & imaging system charges and office supplies. Increases are programmed for the routine replacement of computers.

	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Amount	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget
Expenditures						
Personnel Services	\$ 974,386	\$ 995,448	\$ 1,015,763	\$ 1,070,778	\$ 1,070,778	\$ 1,077,580
Contractual Services	14,439	12,797	17,562	20,765	20,765	19,050
Internal Services	26,013	16,847	18,091	24,127	24,127	20,068
Other Charges	21,745	19,682	20,060	25,077	25,077	26,075
Materials & Supplies	7,797	8,189	8,482	11,560	11,560	9,870
Leases & Rentals	1,848	-	-	-	-	-
Capital Outlay	10,623	10,960	7,185	9,550	9,550	11,500
Total Expenditures	\$ 1,056,851	\$ 1,063,923	\$ 1,087,143	\$ 1,161,857	\$ 1,161,857	\$ 1,164,143
Funded FTEs						
Management	1.00	1.00	1.00	1.00	1.00	1.00
Professional/Technical	7.00	7.00	7.00	7.00	7.00	7.00
Admin/Clerical	9.25	9.25	9.25	9.25	9.25	9.25
Total Funded FTEs	17.25	17.25	17.25	17.25	17.25	17.25

IT'S A FACT:

In Fiscal Year 2015, the office of the Commissioner of Revenue:

- Received from VA Dept of Motor Vehicles alone information on over 14,400 new vehicle purchases and over 12,000 vehicle dispositions.
- Reviewed nearly 800 applications for Real Estate Tax Relief to the Elderly and/or Disabled, or Disabled American Veterans and awarded approximately \$858,850 in tax relief.
- The four divisions of the Commissioner's Office handled a telephone call volume of over 51,600 calls.



**Commissioner of the Revenue & Treasurer
Treasurer - Activity #50127**

Mission

Dedicated to serving the residents of York County, being sensitive to their needs, and maintaining a commitment to provide professional, courteous service that exceeds their expectations.

Goals

- Collect and properly account for all federal, state and local revenue due to the County.
- Exercise timely and effective collection measures to achieve maximum payment percentages.
- Maintain prudent cash management and investment practices.
- Develop, implement and market additional e-government services.
- Communicate effectively with residents.
- Communicate effectively with other county departments and agencies.
- Provide 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).

Implementation Strategies

- Go Green Initiative: Identify and implement additional inter-department options for LaserFiche imaging and indexing.
- Implement BAI enhanced services: LegaSuite additional features for efficiency.
- Offer annual resident workshop & quarterly web commercials related to Treasurer's Office services.
- Actively market established eGovernment options: Autodraft Plan for tax payments; Smart Pay Program for utility payments; eBill Program for personal property and real estate taxes; online Dog Tag purchase.
- Continue to evaluate services and office processes.

Budget Comments - FY2017

Funding for personnel reflects a fiscal year market adjustment of 1% plus a flat rate increase effective October 1 of \$500 or \$1250, depending on length of service. Rate increases in group life, health and dental are programmed, as well as a reduction to the VRS rate.

	FY2013 Actual <u>Amount</u>	FY2014 Actual <u>Amount</u>	FY2015 Actual <u>Amount</u>	FY2016 Original <u>Budget</u>	FY2016 Estimated <u>Budget</u>	FY2017 Adopted <u>Budget</u>
Expenditures						
Personnel Services	\$ 694,431	\$ 699,154	\$ 678,227	\$ 733,434	\$ 733,434	\$ 722,608
Contractual Services	74,089	82,472	42,890	93,225	93,225	69,675
Internal Services	18,914	12,212	13,293	17,345	17,345	14,830
Other Charges	65,258	63,423	82,599	68,650	68,650	83,050
Materials & Supplies	8,909	6,198	7,748	9,100	9,100	7,900
Capital Outlay	15,742	28,315	2,047	3,500	3,500	4,500
Total Expenditures	<u>\$ 877,343</u>	<u>\$ 891,774</u>	<u>\$ 826,804</u>	<u>\$ 925,254</u>	<u>\$ 925,254</u>	<u>\$ 902,563</u>
Funded FTEs						
Management	1.00	1.00	1.00	1.00	1.00	1.00
Professional/Technical	4.00	4.00	4.00	4.00	4.00	4.00
Admin/Clerical	7.00	7.00	7.00	7.00	7.00	7.00
Total Funded FTEs	<u>12.00</u>	<u>12.00</u>	<u>12.00</u>	<u>12.00</u>	<u>12.00</u>	<u>12.00</u>

IT'S A FACT:
The Treasurer's Office has received the Treasurer's Association of Virginia Award of Accreditation every year since 2001.





**Real Estate Assessment
Real Estate Assessment - Activity #50128**

Mission

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.

Goals

- To accurately and equitably assess the residential and commercial real estate within York County.
- To administer the Land Use Program.
- To track, evaluate and maintain the database for the Impact Aid Program.
- To collect, input and maintain the real property data in an accurate and timely manner.
- To provide real estate information to the taxpayers and real estate professionals.
- To assist other elements of the York County government in all real estate matters.
- To promote an openness of County government by adding detailed sales information to the division website.

Implementation Strategies

- Continue the property information update to the database.
- Provide property information more effectively by continuing to add information to the Real Estate Assessment website.
- Provide training and continued education for personnel to promote growth and development among staff.
- Continue study and consideration of replacing the current Equity Real Estate system.

Budget Comments - FY2017

Funding for personnel reflects a fiscal year market adjustment of 1% plus a flat rate increase effective October 1 of \$500 or \$1250, depending on length of service. Rate increases in group life, health and dental are programmed, as well as a reduction to the VRS rate. The operational increase in Materials & Supplies will support the subscription to a web based real estate program. All other operational funding has been decreased accordingly as this fiscal year is a non-assessment year.

	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Amount	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget
Funding Sources						
Local/State/Fed Non-Categorical	\$ 414,523	\$ 496,258	\$ 379,329	\$ 561,666	\$ 561,666	\$ 514,892
State/Federal Aid & Grants	83	-	-	-	-	-
Total Funding Sources	\$ 414,606	\$ 496,258	\$ 379,329	\$ 561,666	\$ 561,666	\$ 514,892
Expenditures						
Personnel Services	\$ 393,604	\$ 433,254	\$ 360,516	\$ 490,465	\$ 490,465	\$ 466,977
Contractual Services	2,204	31,675	1,990	36,300	36,300	11,975
Internal Services	5,506	7,917	5,883	7,901	7,901	7,645
Other Charges	6,505	15,466	7,790	19,400	19,400	14,775
Materials & Supplies	2,897	2,995	3,150	4,600	4,600	11,820
Capital Outlay	3,890	4,951	-	3,000	3,000	1,700
Total Expenditures	\$ 414,606	\$ 496,258	\$ 379,329	\$ 561,666	\$ 561,666	\$ 514,892
Funded FTEs						
Management	1.00	1.00	1.00	1.00	1.00	1.00
Professional/Technical	4.00	4.00	4.00	4.00	4.00	4.00
Admin/Clerical	2.00	2.00	2.00	2.00	2.00	2.00
Total Funded FTEs	7.00	7.00	7.00	7.00	7.00	7.00

IT'S A FACT:
The Real Estate Assessment Division assesses over 25,000 parcels biannually.

In FY2015, these assessed values made up 37.5% of the County's revenue source.



**COUNTY OF YORK, VIRGINIA
REAL ESTATE ASSESSMENT**



Planning

224 Ballard Street

Yorktown, Virginia 23690

Telephone (757) 890-3404

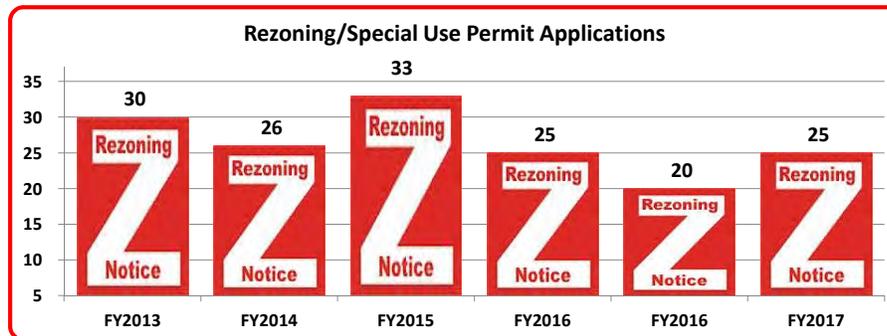
Hours of Operation: Monday - Friday 8:15am - 5:00pm

COUNTY OF YORK, VIRGINIA

PLANNING

Planning provides professional services by evaluating and making recommendations on long-range planning and development issues that affect the community. This is accomplished through the divisions below. Individual division details follow this summary page.

	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Amount	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget	% of Total FY2017 Funding Sources
Funding Sources							
Local/State/Fed Non-Categorical	\$ 465,588	\$ 489,398	\$ 491,483	\$ 528,119	\$ 528,119	\$ 485,174	97.98%
Permits, Fees, Fines	9,849	13,704	9,336	10,000	10,000	10,000	2.02%
State/Federal Aid & Grants	705	-	-	-	-	-	0.00%
Total Funding Sources	\$ 476,142	\$ 503,102	\$ 500,819	\$ 538,119	\$ 538,119	\$ 495,174	100.00%
Expenditure by Activity							
Planning	\$ 458,840	\$ 485,165	\$ 483,234	\$ 516,207	\$ 516,207	\$ 470,262	-8.90%
Planning Commission	17,302	17,937	17,585	21,912	21,912	24,912	13.69%
Total Expenditures	\$ 476,142	\$ 503,102	\$ 500,819	\$ 538,119	\$ 538,119	\$ 495,174	-7.98%
Expenditure by Category							
Personnel Services	\$ 404,003	\$ 427,824	\$ 426,262	\$ 457,050	\$ 457,050	\$ 412,832	-9.67%
Contractual Services	59,795	63,565	65,366	67,674	67,674	70,117	3.61%
Internal Services	807	619	736	1,250	1,250	1,250	0.00%
Other Charges	5,242	5,684	3,873	4,725	4,725	6,075	28.57%
Materials & Supplies	4,623	3,828	3,129	4,570	4,570	3,400	-25.60%
Capital Outlay	1,672	1,582	1,453	2,850	2,850	1,500	-47.37%
Total Expenditures	\$ 476,142	\$ 503,102	\$ 500,819	\$ 538,119	\$ 538,119	\$ 495,174	-7.98%
Total Funded FTEs	4.50	4.50	4.50	4.50	4.25	4.25	



Other Key Service Indicators						
Special Use Permit amendments/ Exceptions (BOS review only)	2	1	-	3	4	3
Traffic Impact Analyses reviewed	3	3	3	3	3	3
Zoning Certification/Interpretation/ Decision Letters	18	17	16	20	28	35

Planning
Planning - Activity #50811

Mission

To assist the community in defining and realizing a shared vision for the physical development of the County; to reduce the rate and severity of vehicle and pedestrian crashes on York County's transportation network; and to participate with neighboring jurisdictions in regional programs and projects that support and complement the County's own planning efforts.

Goals

- Promote harmonious relationships among the built environment, the natural environment, and those who inhabit them.
- Maintain an up-to-date Comprehensive Plan and Zoning Ordinance for the County as mandated by the *Code of Virginia*.
- Provide accurate and timely demographic and economic data and projections to staff and line agencies, boards, commissions, the School Division, and the general public.
- Provide 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.
- Encourage safer motor vehicle operation as well as bicycle and pedestrian circulation, improve roadway design safety and strengthen laws to promote transportation safety.
- Fund 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.
- Undertake and fund regional studies, analyses, and projects.
- Participate in the Historic Triangle Bicycle Advisory Committee (HTBAC), Regional Planning Partnership, and other regional bodies/entities.

Implementation Strategies

- Review and process rezoning, use permit, planned development, special exception, and Yorktown Village Activity/Yorktown Historic District requests.
- Review and revise the Zoning Ordinance, Zoning Map, and Subdivision Ordinance as necessary to implement changes in land use designations and development policies resulting from the adoption of the updated Comprehensive Plan.
- Continuation of existing operations, including identification and analysis of traffic hazards and recommendation of legislative proposals to the Board of Supervisors.
- Continued membership and participation in the HRPDC, HRTPO, and HRTAC

Budget Comments - FY2017

Funding for personnel reflects a fiscal year market adjustment of 1% plus a flat rate increase effective October 1 of \$500 or \$1250, depending on length of service. Rate increases in group life, health and dental are programmed, as well as a reduction to the VRS rate. Personnel decreases are attributable to a reallocation of personnel.

	FY2013	FY2014	FY2015	FY2016	FY2016	FY2017
	Actual	Actual	Actual	Original	Estimated	Adopted
	Amount	Amount	Amount	Budget	Budget	Budget
Expenditures						
Personnel Services	\$ 395,391	\$ 421,257	\$ 419,965	\$ 448,438	\$ 448,438	\$ 404,220
Contractual Services	54,078	54,606	55,134	55,674	55,674	56,117
Internal Services	807	619	736	1,250	1,250	1,250
Other Charges	2,770	3,537	2,817	3,625	3,625	3,875
Materials & Supplies	4,122	3,564	3,129	4,370	4,370	3,300
Capital Outlay	1,672	1,582	1,453	2,850	2,850	1,500
Total Expenditures	\$ 458,840	\$ 485,165	\$ 483,234	\$ 516,207	\$ 516,207	\$ 470,262
Funded FTEs						
Management	1.50	1.50	1.50	1.50	1.25	1.25
Professional/Technical	3.00	3.00	3.00	3.00	3.00	3.00
Total Funded FTEs	4.50	4.50	4.50	4.50	4.25	4.25



Since 2009, the Planning Division has secured over \$32 million in federal and state funding for transportation projects that include the widening of Fort Eustis Boulevard and Route 17 and the construction of shoulder bike lanes along Capitol Landing Road (Route 143).

**Planning
Planning Commission - Activity #50812**

Mission

Advises the Board of Supervisors on planning and development issues to ensure that growth and development are positive forces on the quality of life; fulfills statutory duties and responsibilities set forth in the state enabling legislation and the County Code; and facilitates community participation and public interest in planning for York County.

Goals

- Review, conduct public hearings, and make recommendations to the Board on applications for rezoning, Special Use Permits, Planned Developments, and Special Exceptions.
- Develop and recommend programs and ordinances to implement the Comprehensive Plan elements.
- Develop and make recommendations for revision of the Comprehensive Plan elements as needed.

Implementation Strategies

- Participate in the review and revision of the Zoning Ordinance and other activities to implement the recommendations of the updated *Comprehensive Plan*.
- Review the draft Capital Improvements Program and certify its conformance with the Comprehensive Plan.

Budget Comments - FY2017

Increases in non-personnel are attributable to the professional development of a new planning commissioner and increases in advertising cost.

	FY2013	FY2014	FY2015	FY2016	FY2016	FY2017
	Actual	Actual	Actual	Original	Estimated	Adopted
	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
<u>Expenditures</u>						
Personnel Services	\$ 8,612	\$ 6,567	\$ 6,297	\$ 8,612	\$ 8,612	\$ 8,612
Contractual Services	5,717	8,959	10,232	12,000	12,000	14,000
Other Charges	2,472	2,147	1,056	1,100	1,100	2,200
Materials & Supplies	501	264	-	200	200	100
Total Expenditures	<u>\$ 17,302</u>	<u>\$ 17,937</u>	<u>\$ 17,585</u>	<u>\$ 21,912</u>	<u>\$ 21,912</u>	<u>\$ 24,912</u>

IT'S A FACT:

In FY2017, all seven Planning Commission members will have successfully completed the Virginia Certified Planning Commissioners' Program, which is a comprehensive statewide training program administered by the Land Use Education Program at Virginia Tech that is designed to provide planning commissioners and decision makers with the legal and technical background needed to make sound, legally defensible planning and zoning decisions.



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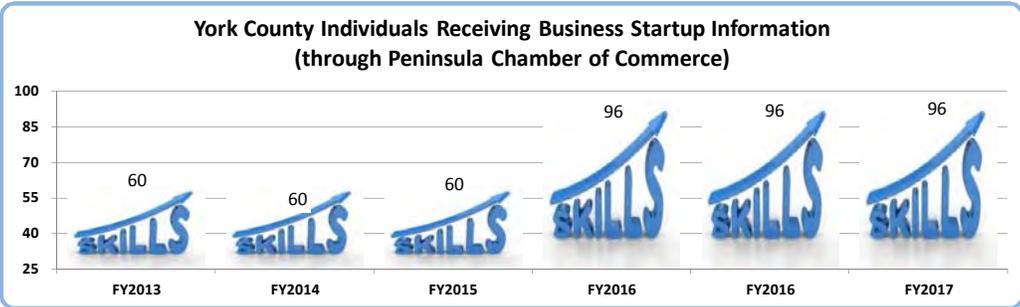
Economic Development

224 Ballard Street
 Yorktown, Virginia 23690
 Telephone (757) 890-3320
 Hours of Operation: Monday - Friday 8:15am - 5:00pm

COUNTY OF YORK, VIRGINIA
ECONOMIC DEVELOPMENT

Economic Development provides support for the County and the region. This is accomplished through the divisions below. Individual division details follow this summary page.

	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Amount	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget	% of Total FY2017 Funding Sources
Funding Sources							
Local/State/Fed Non-Categorical	\$ 703,397	\$ 719,792	\$ 724,924	\$ 689,233	\$ 689,233	\$ 692,720	100.00%
Total Funding Sources	\$ 703,397	\$ 719,792	\$ 724,924	\$ 689,233	\$ 689,233	\$ 692,720	100.00%
Expenditure by Activity							
Economic Development	\$ 327,394	\$ 327,394	\$ 327,394	\$ 269,522	\$ 269,522	\$ 233,236	-13.46%
Office of Economic Development	376,003	392,398	397,530	419,711	419,711	459,484	9.48%
Total Expenditures	\$ 703,397	\$ 719,792	\$ 724,924	\$ 689,233	\$ 689,233	\$ 692,720	0.51%
Expenditure by Category							
Personnel	\$ 324,864	\$ 337,417	\$ 348,459	\$ 359,300	\$ 359,300	\$ 369,858	2.94%
Contractual Services	331,179	337,499	333,753	278,922	278,922	269,026	-3.55%
Internal Services	5,592	2,788	2,504	6,331	6,331	5,731	-9.48%
Other Charges	37,925	36,532	35,706	43,030	43,030	44,350	3.07%
Materials & Supplies	2,170	3,648	3,049	1,650	1,650	2,255	36.67%
Capital Outlay	1,667	1,908	1,453	-	-	1,500	100.00%
Total Expenditures	\$ 703,397	\$ 719,792	\$ 724,924	\$ 689,233	\$ 689,233	\$ 692,720	0.51%
Total Funded FTEs	3.00	3.00	3.00	3.00	3.00	3.00	



Other Key Service Indicators						
Economic Development Authority (EDA)						
Businesses recognized at Annual Occasion for Business & Industry	1	1	1	1	1	1
Greater Williamsburg Partnership						
Per capita rate	\$ 0.95	\$ 0.95	\$ 0.95	\$ 0.95	\$ 0.95	\$ 0.95
Peninsula Council for Workforce Development						
Per capita rate	\$ 0.51	\$ 0.51	\$ 0.51	\$ 0.51	\$ 0.51	\$ 0.51
Peninsula Chamber of Commerce						
Businesses that attended seminars & workshops	230	160	230	200	175	200
Greater Williamsburg Chamber and Tourism Alliance						
York County members	250	250	250	250	250	250
York County Chamber of Commerce						
Businesses served	4000	4000	4000	4000	4000	4,000
Members served	250	250	250	*	250	250
New commercial permit values	\$ 17,940,750	\$ 13,859,142	\$ 22,127,817	\$ 16,750,000	\$ 15,000,000	\$ 16,750,000
New commercial units	206	158	248	200	150	200
New jobs created (military not included)	339	(246)	340	300	250	300
* Data not available						

Economic Development
Economic Development - Activity #50915

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 mission is "the facilitation of a regional, business-driven workforce development system."

Peninsula Chamber of Commerce: The mission is "to promote the economic and business interest of the Virginia Peninsula." 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: The GWP is a newly formed 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 region for inward investment and support regional economic development initiatives.

Greater Williamsburg Chamber and 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.

York County Chamber of Commerce: The vision is "to be a full and active business sector in a "Competitive Community." The goal is to improve its member's business growth opportunities by providing the services and support needed to prosper.

Budget Comments - FY2017

A reduction in funding has been programmed due to a reallocation of funding for the Greater Williamsburg Chamber and Tourism Alliance. A decrease has been programmed in the General Fund with a larger portion programmed in the Tourism Fund. The funding amount is based on a percentage of the lodging tax collected by the County.

	FY2013	FY2014	FY2015	FY2016	FY2016	FY2017
	Actual	Actual	Actual	Original	Estimated	Adopted
	Amount	Amount	Amount	Budget	Budget	Budget
Expenditures						
Contractual Services	\$ 327,394	\$ 327,394	\$ 327,394	\$ 269,522	\$ 269,522	\$ 233,236
Total Expenditures	\$ 327,394	\$ 327,394	\$ 327,394	\$ 269,522	\$ 269,522	\$ 233,236



Economic Development
Office of Economic Development - Activity #50920

Mission

To increase the economic base by the aggressive 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.

Goals

- Create a more commercially-driven tax base for the County by increasing the percentage of total taxes generated by the County's commercial, industrial and hospitality entities.
- Improve the County's business environment for new and existing businesses and strengthen the County's commitment to the expansion of commercial and industrial investment in the County.
- Develop and implement marketing strategies that will result in quality leads for new businesses in York County. Continue to maintain positive relationships with State and regional economic development organizations, site selection consultants, and commercial real estate entities that will result in sustained, qualified prospect referrals.

Implementation Strategies

- Maintain and grow public-private partnerships to develop and market targeted land tracts, including the Pottery, Virginia Power, and The Marquis properties. Explore opportunities to acquire light industrial property through the EDA.
- Continue to build and support an entrepreneurial ecosystem in the County/Region through investment in entities like the Launchpad: Greater Williamsburg Business Incubator and special events such as START! Peninsula.
- Work with business advocacy organizations, including the Virginia Peninsula Chamber of Commerce, Greater Williamsburg Chamber & Tourism Alliance, and the York County Chamber of Commerce, to recommend improvements to County processes, policies, and regulations, thus fostering a more supportive environment for business growth and development.
- Continue existing cooperative efforts with State and regional Economic Development organizations with respect to marketing missions, trade shows, and special events. Take proactive measures to ensure that York County is kept relevant in State and regional marketing staff's considerations when evaluating location options. Continue to develop & strengthen the Greater Williamsburg Partnership to capitalize on the attractiveness of this sub-region. Initiate new efforts to generate prospect leads without assistance from outside organizations.
- Continue to identify and utilize new technology to market York County and remain competitive for new commercial investment. Examples include: Digital site selection tools, business email database & communication system, and custom website features.
- Continue enhancing the Business Retention & Expansion program. Efforts include increasing business visitations and outreach, developing new educational programs, and establishing a dialogue with existing York County businesses via programs like the E3 Initiative.

Budget Comments - FY2017

Funding for personnel reflects a fiscal year market adjustment of 1% plus a flat rate increase effective October 1 of \$500 or \$1250, depending on length of service. Rate increases in group life, health and dental are programmed, as well as a reduction to the VRS rate. Increases in non-personnel are attributable to support contractual architectural & engineering services and for the routine replacement of a computer.

	FY2013	FY2014	FY2015	FY2016	FY2016	FY2017
	Actual	Actual	Actual	Original	Estimated	Adopted
	Amount	Amount	Amount	Budget	Budget	Budget
<u>Expenditures</u>						
Personnel Services	\$ 324,864	\$ 337,417	\$ 348,459	\$ 359,300	\$ 359,300	\$ 369,858
Contractual Services	3,785	10,105	6,359	9,400	9,400	35,790
Internal Services	5,592	2,788	2,504	6,331	6,331	5,731
Other Charges	37,925	36,532	35,706	43,030	43,030	44,350
Materials & Supplies	2,170	3,648	3,049	1,650	1,650	2,255
Capital Outlay	1,667	1,908	1,453	-	-	1,500
Total Expenditures	\$ 376,003	\$ 392,398	\$ 397,530	\$ 419,711	\$ 419,711	\$ 459,484
<u>Funded FTEs</u>						
Management	1.00	1.00	1.00	1.00	1.00	1.00
Professional/Technical	2.00	2.00	2.00	2.00	2.00	2.00
Total Funded FTEs	3.00	3.00	3.00	3.00	3.00	3.00

IT'S A FACT:

In 2015, the Economic Development Authority (EDA) sold its last piece of property in the York River Commerce Park to Spain Commercial, Inc. for the construction of a 13,000 square foot light industrial flex building. This project completes the build-out on the southern side of Newsome Drive and is the second land sale to Spain Commercial, Inc. by the EDA. In 2010 Spain Commercial constructed a light industrial flex building of 36,000 s.f. that is now home to two technology-based companies, AVID Aerospace and Marine Sonic Technology. Spain Commercial has an outstanding record of converting commercial space in York County to more marketable configurations and building new high-quality office and light industrial space.



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York County School Division

302 Dare Road

Yorktown, Virginia 23692

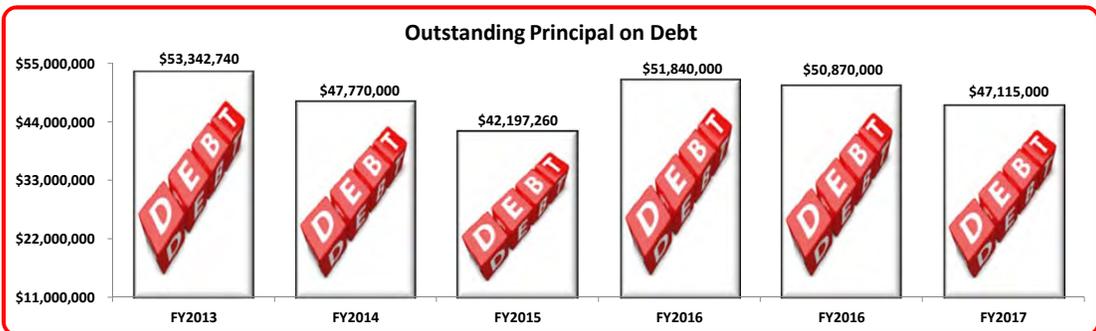
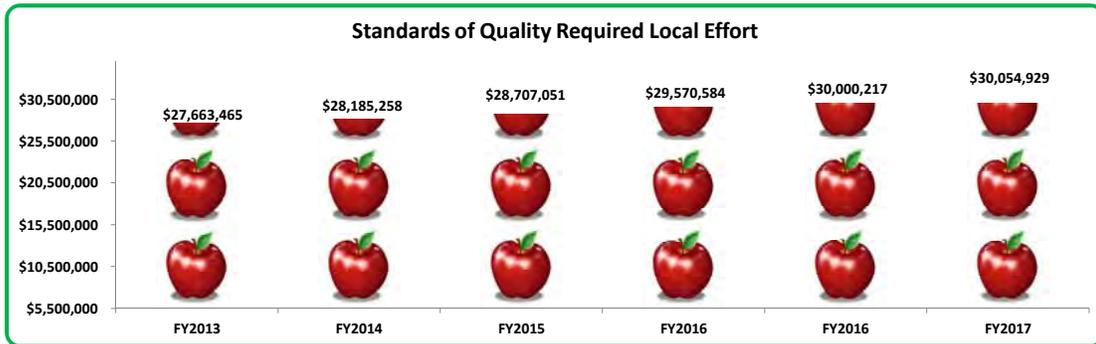
Telephone (757) 890-0300

Hours of Operation: Monday - Friday 8:15am - 5:00pm

COUNTY OF YORK, VIRGINIA
 YORK COUNTY SCHOOL DIVISION

The Board of Supervisors continues to strongly support quality public education for the County residents as stated in the following goal: Goal #4: Generate quality educational opportunities for all residents. This is accomplished through the divisions below. Individual division details follow this summary page.

	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Amount	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget	% of Total FY2017 Funding Sources
Funding Sources							
Local/State/Fed Non-Categorical	\$ 53,937,181	\$ 55,076,031	\$ 55,442,081	\$ 54,804,205	\$ 54,804,205	\$ 55,174,088	94.90%
Meals Tax	2,776,242	2,810,885	2,902,130	2,907,000	2,907,000	2,965,000	5.10%
Total Funding Sources	\$ 56,713,423	\$ 57,886,916	\$ 58,344,211	\$ 57,711,205	\$ 57,711,205	\$ 58,139,088	100.00%
Expenditure by Activity							
School Ops & Capital/Debt Svc-Local	\$ 56,713,423	\$ 57,886,916	\$ 58,344,211	\$ 57,711,205	\$ 57,711,205	\$ 58,139,088	0.74%
Total Expenditures	\$ 56,713,423	\$ 57,886,916	\$ 58,344,211	\$ 57,711,205	\$ 57,711,205	\$ 58,139,088	0.74%
Expenditure by Category							
Transfers to Other Funds - Operations	\$ 48,860,951	\$ 50,034,444	\$ 50,914,444	\$ 51,275,444	\$ 51,275,444	\$ 51,640,444	0.71%
Transfers to Other Funds - Capital/Debt Service	7,852,472	7,852,472	7,429,767	6,435,761	6,435,761	6,498,644	0.98%
Total Expenditures	\$ 56,713,423	\$ 57,886,916	\$ 58,344,211	\$ 57,711,205	\$ 57,711,205	\$ 58,139,088	0.74%



York County School Division
 School Operations & Capital/Debt Service - Local - Activity #60601

Mission

The Board of Supervisors continues to strongly support quality public education for the County residents in accordance with its goals and objectives. This activity reflects the local support for school operations, maintenance projects, and debt service on funds borrowed for school capital projects.

Budget Comments - FY2017

Increased funding is reflected in operations and capital/debt service on outstanding debt.

	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Amount	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget
Expenditures						
Transfers to Other Funds - Operations	\$ 48,860,951	\$ 50,034,444	\$ 50,914,444	\$ 51,275,444	\$ 51,275,444	\$ 51,640,444
Transfers to Other Funds - Capital/Debt Service	7,852,472	7,852,472	7,429,767	6,435,761	6,435,761	6,498,644
Total Expenditures	\$ 56,713,423	\$ 57,886,916	\$ 58,344,211	\$ 57,711,205	\$ 57,711,205	\$ 58,139,088



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.



Library Services & Cooperative Extension

P.O. Box 532

Yorktown, Virginia 23690

Telephone: (757) 890-5100 (Library) & (757) 890-4940 (Coop Ext)

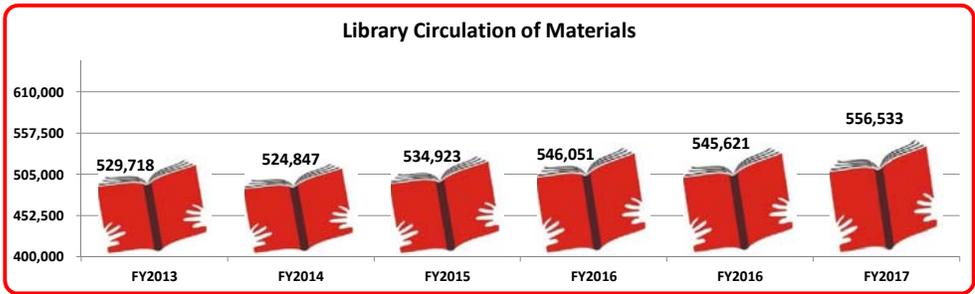
Hours of Operation: Please see Library website @ <http://www.yorkcounty.gov/Home/Libraries>

Hours of Operation: Monday - Friday 8:15am - 5:00pm (Cooperative Extension)

**COUNTY OF YORK, VIRGINIA
LIBRARY SERVICES & COOPERATIVE EXTENSION**

The York County Public Library serves as an educational, informational, and recreational resource for the community, providing material and services to help residents meet their personal, educational and professional needs through a variety of media resources. Virginia Cooperative Extension empowers people of the Commonwealth to improve their lives through research-based educational experiences focused on their needs and community issues. This is accomplished through the divisions below. Individual division details follow this summary page.

	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Amount	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget	% of Total FY2017 Funding Sources
Funding Sources							
Local/State/Fed Non-Categorical	\$ 2,298,864	\$ 2,369,294	\$ 2,404,360	\$ 2,588,986	\$ 2,583,884	\$ 2,646,539	92.55%
Charges for Services	52,782	53,529	53,552	53,500	53,500	56,000	1.96%
Donations	13,775	9,275	9,498	-	4,925	-	0.00%
Recovered Costs	7,786	8,826	7,012	7,560	7,560	7,000	0.24%
State/Federal Aid & Grants	148,105	151,792	151,676	150,363	150,540	150,000	5.25%
Total Funding Sources	\$ 2,521,312	\$ 2,592,716	\$ 2,626,098	\$ 2,800,409	\$ 2,800,409	\$ 2,859,539	100.00%
Expenditure by Activity							
Library Services	\$ 2,490,395	\$ 2,559,575	\$ 2,584,605	\$ 2,751,449	\$ 2,751,449	\$ 2,801,873	1.83%
Cooperative Extension	30,917	33,141	41,493	48,960	48,960	57,666	17.78%
Total Expenditures	\$ 2,521,312	\$ 2,592,716	\$ 2,626,098	\$ 2,800,409	\$ 2,800,409	\$ 2,859,539	2.11%
Expenditure by Category							
Personnel Services	\$ 1,580,744	\$ 1,594,695	\$ 1,633,575	\$ 1,726,741	\$ 1,726,741	\$ 1,771,008	2.56%
Contractual Services	563,939	604,849	623,694	681,040	681,040	699,167	2.66%
Internal Services	3,499	3,082	3,225	5,605	5,605	5,230	-6.69%
Other Charges	12,090	9,799	11,444	11,860	11,860	11,450	-3.46%
Materials & Supplies	321,474	341,232	336,505	335,163	335,163	338,187	0.90%
Leases & Rentals	1,116	1,116	1,005	1,150	1,150	2,692	134.09%
Capital Outlay	26,507	31,678	7,978	38,850	38,850	31,805	-18.13%
Grants & Donations	11,818	6,140	8,547	-	-	-	0.00%
Contributions	125	125	125	-	-	-	0.00%
Total Expenditures	\$ 2,521,312	\$ 2,592,716	\$ 2,626,098	\$ 2,800,409	\$ 2,800,409	\$ 2,859,539	2.11%
Total Funded FTEs	32.00	32.00	32.00	32.00	32.00	32.00	



Other Key Service Indicators							
Library patrons	507,611	474,952	479,753	495,140	489,348	499,135	
Library reference questions	61,787	56,482	47,683	58,764	48,637	49,610	
Library program attendance	13,889	15,336	20,018	15,956	20,418	20,826	
Library cards	65,057	69,860	63,248	72,683	64,513	65,803	
Coop Education volunteer hours	10,500	16,500	14,558	16,500	16,500	16,500	
Horticultural inquiries	6,500	6,500	-	6,500	-	-	
Coop Education newsletter recipients	3,115	3,115	3,115	3,300	3,245	3,300	

* Increase in volunteer hours is due to moving to a new system of recording hours and starting new initiatives.

Library Services & Cooperative Extension
Library Services - Activity #60731

LIBRARY SERVICES & COOPERATIVE EXTENSION
LIBRARY SERVICES

Mission

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 providing residents information through an ever-changing variety of media resources.

Goals

- To provide services for Adult Services, which provides information services; reference interview process and the evaluation of content, organization, use, of resources in print and electronic formats; assesses user needs and instructs patrons in the use of sources, technologies, and systems that support the retrieval of information.
- To provide services for Youth Services, which provides materials and activities designed to develop and support the informational needs of juvenile patrons including the fostering of reading, learning, and information seeking behavior; and provides youth-oriented outreach services to various public and private agencies.
- To provide services for Acquisitions, which is responsible for the acquisition and collection development of library materials in order to provide for the informational and recreational needs of patrons; selecting, evaluating, and managing collections and information formats as related to the library's goals, user characteristics and needs.
- To provide services for Cataloging, which is responsible for organizing and preparing library materials of various formats for patrons.
- To provide services for Circulation, which is responsible for loan of library materials, customer relations and support, and maintenance of patron records.
- To provide services for Technical Support, which is responsible for the management of the integrated library system and network.
- To provide services for the Law Library (Fund 47 accounts for the Law Library activities, located in the Special Revenue Funds section).
- To provide a free, legally established public library that will serve all residents of York County without discrimination and in full cooperation with the Library of Virginia.
- To provide an excellent collection of library materials to meet the cultural, individual, educational and informational needs of the community.
- To provide children's services and programs to stimulate children's interest in and appreciation for reading and learning.
- To provide all area residents with up-to-date reference collections and services to meet their needs, evaluating and utilizing new appropriate technological resources.

Implementation Strategies

- Provide educational events promoting lifelong learning for residents of all ages.
- Maintain children's services with programming for school-age children and outreach to early childhood educational agencies.
- Continue to systematically develop and evaluate the library's collection in regards to patron needs.
- Continually evaluate available electronic information resources to provide the best possible resources in the library.
- Promote communication and cooperation with local schools and County agencies in order to make the library system an integral part of the learning experience.
- Increase the marketing/advertisement of library programs and services.
- Promote professional development opportunities for library staff.
- Partner with other County agencies to develop and promote outreach programs for underserved residents.

Budget Comments - FY2017

Funding for personnel reflects a fiscal year market adjustment of 1% plus a flat rate increase effective October 1 of \$500 or \$1250, depending on length of service. Rate increases in group life, health and dental are programmed, as well as a reduction to the VRS rate. The decrease in non-personnel is attributable to the decrease in the replacement of furnishings and software.

	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Amount	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget
Expenditures By Category						
Personnel Services	\$ 1,570,878	\$ 1,589,858	\$ 1,633,575	\$ 1,726,741	\$ 1,726,741	\$ 1,771,008
Contractual Services	546,768	582,072	583,856	638,340	638,340	652,048
Internal Services	2,200	2,310	2,603	4,105	4,105	3,730
Other Charges	9,701	8,600	10,823	10,400	10,400	10,000
Materials & Supplies	321,407	341,077	336,218	334,863	334,863	337,587
Leases & Rentals	1,116	1,116	1,005	1,150	1,150	1,600
Capital Outlay	26,507	28,402	7,978	35,850	35,850	25,900
Grants & Donations	11,818	6,140	8,547	-	-	-
Total Expenditures	\$ 2,490,395	\$ 2,559,575	\$ 2,584,605	\$ 2,751,449	\$ 2,751,449	\$ 2,801,873
Funded FTEs						
Management	3.00	3.00	3.00	3.00	3.00	3.00
Professional/Technical	27.00	27.00	27.00	27.00	27.00	27.00
Admin/Clerical	2.00	2.00	2.00	2.00	2.00	2.00
Total Funded FTEs	32.00	32.00	32.00	32.00	32.00	32.00



Library Services & Cooperative Extension
Cooperative Extension - Activity #60831

Mission

The mission of Virginia Cooperative Extension (VCE) is to provide research-based information and experiences that help citizens improve the quality of their lives. Educational programming is conducted in four main areas: 1) Agriculture and Natural Resources; 2) Family and Consumer Sciences ; 3) 4-H Youth Development; and 4) Community Viability.

Goals

- 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 and reach 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 an Extension Leadership Council made up of local representatives that help advise on community needs and how VCE can best address those issues.

Implementation Strategies

- Expand and continue the use of volunteers in the program to plan, deliver, and evaluate educational programs in Agriculture and Natural Resources and 4-H.
- Continue to provide diverse educational programs in horticulture that teach residents specific horticultural practices that will enable them to protect water quality and reduce pesticide use.
- Continue to expand and provide support for the Schoolyard Habitat program, a program that has supported the construction of and continued use of butterfly and wildlife gardens at 13 local schools. A network of Extension Volunteers work with teachers and administrators at each school to help maintain the gardens and develop lesson plans using the gardens. VCE also seeks grant funding to provide schools with materials used for maintaining the gardens and engaging students in the gardens.
- Grow the 4-H program to include more program delivery modes. The residential summer camp program will be continued. New programs such as after-school clubs and activities and summer day camps will be developed. Three major focuses of new programming will be on reaching underserved audiences, Science, Technology, Engineering, and Mathematics (STEM) education, and leadership development among youth.
- Improve information dissemination methods; update website materials and produce regular email newsletters/notifications.

Budget Comments - FY2017

Increased funding is provided in contractual services for the services of the 4-H Extension Agents. Capital funding is provided for the routine replacement of a printer.

	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Amount	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget
Expenditures By Category						
Personnel Services	\$ 9,866	\$ 4,837	\$ -	\$ -	\$ -	\$ -
Contractual Services	17,171	22,777	39,838	42,700	42,700	47,119
Internal Services	1,299	772	622	1,500	1,500	1,500
Other Charges	2,389	1,199	621	1,460	1,460	1,450
Materials & Supplies	67	155	287	300	300	600
Leases & Rentals	-	-	-	-	-	1,092
Capital Outlay	-	3,276	-	3,000	3,000	5,905
Contributions	125	125	125	-	-	-
Total Expenditures	\$ 30,917	\$ 33,141	\$ 41,493	\$ 48,960	\$ 48,960	\$ 57,666

IT'S A FACT:

The 4-H program in York County provides youth opportunities to develop leadership, citizenship, and life skills. Approximately 175 youth attend residential summer camp each year at the Jamestown 4-H Educational Center, and 30 teens experience year-long leadership training that enables them to be effective Teen Camp Counselors. Four community clubs, led by volunteers, help more than 80 youth members explore a variety of topics of interest and practice their leadership skills. 4-H members have access to exciting state and national level programs - such as 4-H State Congress, a week long leadership program for teens held at Virginia Tech, and Citizenship Washington Focus, a program that helps teens learn the legislative process while spending a week at the National 4-H Center in Washington D.C.



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Human Services

P.O. Box 532

Yorktown, Virginia 23690

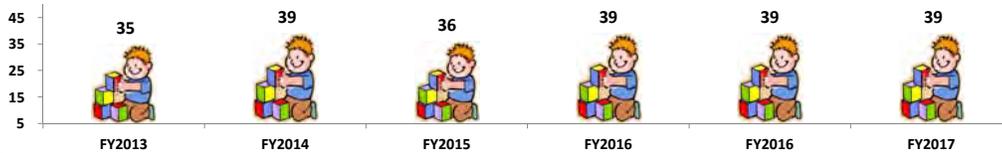
Telephone (757) 890-3000

Hours of Operation: Monday - Friday 8:15am - 5:00pm

Human Services accounts for the managing, providing service, and aiding residents who need assistance in the areas of health services, social services and financial assistance; and contributing to outside agencies and organizations that assist with low income families, disabilities and other general needs. This is accomplished through the divisions below. Individual division details follow this summary page.

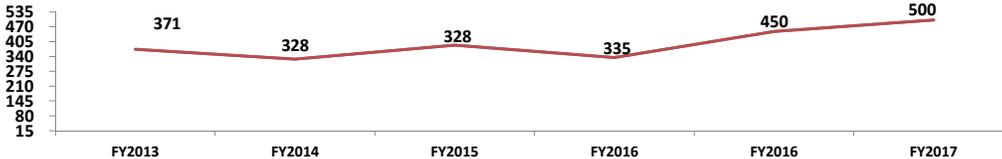
	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Amount	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget	% of Total FY2017 Funding Sources
Funding Sources							
Local/State/Fed Non-Categorical	\$ 2,737,751	\$ 2,574,340	\$ 3,051,389	\$ 3,519,212	\$ 3,519,212	\$ 3,562,324	96.61%
State/Federal Aid & Grants	98,356	123,010	127,848	100,000	100,000	125,000	3.39%
Total Funding Sources	\$ 2,836,107	\$ 2,697,350	\$ 3,179,237	\$ 3,619,212	\$ 3,619,212	\$ 3,687,324	100.00%
Expenditure by Activity							
Social Services - Local Share	\$ 1,531,841	\$ 1,368,720	\$ 1,829,117	\$ 2,123,565	\$ 2,123,565	\$ 2,171,958	2.28%
Payments to Outside Entities	1,304,266	1,328,630	1,350,120	1,495,647	1,495,647	1,515,366	1.32%
Total Expenditures	\$ 2,836,107	\$ 2,697,350	\$ 3,179,237	\$ 3,619,212	\$ 3,619,212	\$ 3,687,324	1.88%
Expenditure by Category							
Personnel Services	\$ 840	\$ 905	\$ 420	\$ 1,550	\$ 1,550	\$ 1,550	0.00%
Contractual Services	1,283,171	1,307,535	1,320,120	1,465,647	1,465,647	1,459,008	-0.45%
Contributions	21,095	21,095	30,000	30,000	30,000	56,358	87.86%
Transfers to Other Funds	1,531,001	1,367,815	1,828,697	2,122,015	2,122,015	2,170,408	2.28%
Total Expenditures	\$ 2,836,107	\$ 2,697,350	\$ 3,179,237	\$ 3,619,212	\$ 3,619,212	\$ 3,687,324	1.88%

Child Development Resources - Children Served

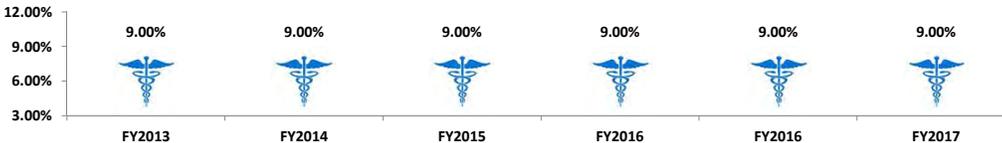


Virginia Peninsula Mayors & Chairs Commission on Homelessness - York County Residents Receiving Assistance*

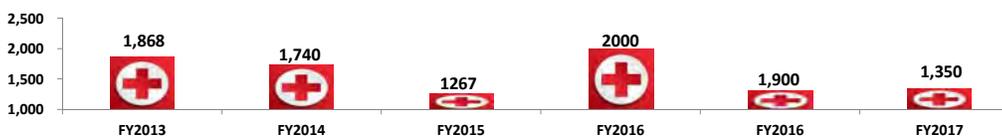
*FY2011-FY2012 reflect people living in spaces not meant for human habitation (street, abandoned buildings or cars); the measure changed in FY2013-FY2015 to reflect people living in spaces not meant for human habitation and people living in hotels/motels or living with friends/relatives.



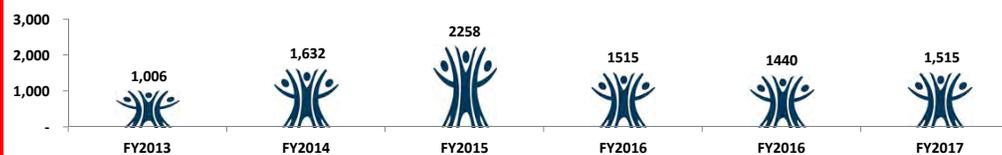
Peninsula Health Department - % of York County Residents to Total Clinical



Williamsburg Area Medical Assistance Corporation (WAMAC) York County Resident Visits For Care



Colonial Behavioral Health - York County Cases



Human Services
Social Services - Local Share - Activity #61533

Mission

The General Fund contributes to the operation of the Social Services Fund for its local match for administration, programs and for the Comprehensive Services Act. Social Services is responsible for promoting self-sufficiency, self-support, and self-esteem among those less fortunate. There are financial assistance programs available to aid needy persons within the community. The Comprehensive Services Act requires local governments to provide certain residential or intensive in-home therapeutic services to troubled youth.

Budget Comments - FY2017

An increase in the local share for Social Services is programmed. Over the past couple of years, the use of fund balance, representing excess local funds accumulated in prior years, was used to balance funding sources with expenditures.

	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Amount	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget
Expenditures						
Personnel Services	\$ 840	\$ 905	\$ 420	\$ 1,550	\$ 1,550	\$ 1,550
Transfers to Other Funds	1,531,001	1,367,815	1,828,697	2,122,015	2,122,015	2,170,408
Total Expenditures	\$ 1,531,841	\$ 1,368,720	\$ 1,829,117	\$ 2,123,565	\$ 2,123,565	\$ 2,171,958



Human Services
 Payments to Outside Entities - Activity #61535

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.

Civic & Cultural Committee: Agencies supported in FY2017 include: American Red Cross York-Poquoson Chapter, Avalon, Colonial Court Appointed Special Advocates (CASA), Hospice House & Support Care of Williamsburg, Natasha House, Inc., Peninsula Agency on Aging, Inc., The Arc of Greater Williamsburg, Transitions Family Violence, Versability Resources, Virginia Peninsula Food Bank, Williamsburg Area Faith in Action, Williamsburg Area Meals on Wheels, York County Meals on Wheels and Youth Volunteer Corps of Hampton Roads.

Lackey Clinic : Provides free services to those in need that include 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.

Williamsburg Area Transit Authority: Support for the regional transit authority.

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.

Budget Comments - FY2017

Increases in funding have been provided based on local match requirements and usage.

	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Amount	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget
Expenditures						
Contractual Services	\$ 1,283,171	\$ 1,307,535	\$ 1,320,120	\$ 1,465,647	\$ 1,465,647	\$ 1,459,008
Contributions	21,095	21,095	30,000	30,000	30,000	56,358
Total Expenditures	\$ 1,304,266	\$ 1,328,630	\$ 1,350,120	\$ 1,495,647	\$ 1,495,647	\$ 1,515,366



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Department of Public Works

105 Service Drive

Yorktown, Virginia 23692

Telephone (757) 890-3750

Hours of Operation: Monday - Friday 8:15am - 5:00pm

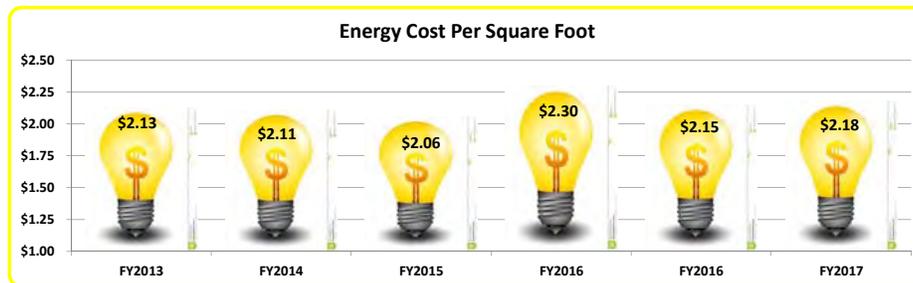
The Department of Public Works is responsible for the management, design, construction, and delivery of maintenance services for York County. This is accomplished through the divisions below. Individual division details follow this summary page.

	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Amount	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget	% of Total FY2017 Funding Sources
Funding Sources							
Local/State/Fed Non-Categorical	\$ 6,540,877	\$ 6,826,965	\$ 6,795,896	\$ 7,656,899	\$ 7,736,417	\$ 7,576,403	85.52%
Rental of Equipment & Facility	75,469	103,622	116,943	80,000	-	-	0.00%
Permits, Fees & Fines	34,091	34,682	72,339	59,900	59,900	82,000	0.93%
State/Federal Aid & Grants	121,016	15,531	130,434	-	-	-	0.00%
Charges for Services	1,080	1,400	800	2,000	2,000	1,000	0.01%
Donations	3,600	27,120	5,530	3,600	3,600	4,600	0.05%
York-Poquoson Courthouse	53,394	79,633	36,609	39,264	39,264	39,836	0.45%
Recovered Costs	9,181	9,505	7,643	-	482	-	0.00%
Insurance Recovery	477	3,737	2,831	-	-	-	0.00%
Miscellaneous	10	120	130	100	100	100	0.00%
Streetlight & Signage Support	18,329	11,543	19,908	20,000	20,000	20,000	0.23%
School Support	1,121,365	1,121,365	1,134,650	1,134,650	1,134,650	1,134,650	12.81%
Total Funding Sources	\$ 7,978,889	\$ 8,235,223	\$ 8,323,713	\$ 8,996,413	\$ 8,996,413	\$ 8,858,589	100.00%

							% Change Original 2016/ Adopted 2017
Expenditure by Activity							
Administration	\$ 426,275	\$ 420,018	\$ 325,316	\$ 469,989	\$ 469,989	\$ 481,174	2.38%
Facility Maintenance	2,251,109	2,132,338	2,174,134	2,286,422	2,286,422	2,118,531	-7.34%
Facility/Utility Charges	978,470	973,395	976,327	1,090,256	1,090,256	1,090,256	0.00%
Grounds Maintenance	2,609,603	2,956,692	3,153,089	3,254,332	3,254,332	3,264,789	0.32%
Stormwater Operations	864,888	889,013	900,314	949,253	949,253	961,578	1.30%
Stormwater Engineering	570,973	593,362	523,103	634,609	634,609	652,671	2.85%
Calendar Prgm & Environmental Educ	7,318	8,922	9,014	10,625	10,625	-	-100.00%
Mosquito Control	264,284	255,394	257,192	292,757	292,757	281,020	-4.01%
Wetlands & Chesapeake Bay Boards	5,969	6,089	5,224	8,170	8,170	8,570	4.90%
Total Expenditures	\$ 7,978,889	\$ 8,235,223	\$ 8,323,713	\$ 8,996,413	\$ 8,996,413	\$ 8,858,589	-1.53%

Expenditure by Category							
Personnel Services	\$ 5,192,858	\$ 5,288,952	\$ 5,309,935	\$ 5,792,732	\$ 5,792,732	\$ 5,646,166	-2.53%
Contractual Services	685,328	747,863	790,041	812,640	812,640	887,824	9.25%
Internal Services	573,854	591,300	597,225	687,285	687,285	615,272	-10.48%
Other Charges	1,022,737	1,022,922	1,033,729	1,145,086	1,145,086	1,145,237	0.01%
Materials & Supplies	374,392	441,132	484,773	449,175	449,175	463,980	3.30%
Leases & Rentals	3,435	5,062	923	4,940	4,940	2,470	-50.00%
Capital Outlay	117,788	101,078	101,066	104,555	104,555	97,640	-6.61%
Grants & Donations	8,497	36,914	6,021	-	-	-	0.00%
Total Expenditures	\$ 7,978,889	\$ 8,235,223	\$ 8,323,713	\$ 8,996,413	\$ 8,996,413	\$ 8,858,589	-1.53%

Total Funded FTEs	84.70	86.40	88.40	90.40	88.05	88.55
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Other Key Service Indicators						
Ditches cleaned	1,166	1,201	1396	1500	1500	1500
Miles of ditches cleaned	374	432	421	500	500	500
Plans reviewed	160	229	189	200	200	200
Floodplain letters sent	2,400	2,184	-	2400	2400	500
Chesapeake Bay plans reviewed	300	517	488	300	300	500
Spraying applications	37	32	27	33	60	60
Breeding areas treated	300	350	400	350	500	2000
Resident inquiries	55	78	101	30	100	100
Wetlands site inspections	33	39	45	36	36	36
Wetlands permits issued	15	14	13	12	12	12
Wetlands permit applications received	60	36	12	12	24	24
Chesapeake Bay exceptions	12	20	28	12	18	12
Chesapeake Bay violations	1	-	(1)	-	2	-
Gross square feet of facilities	519,108	519,108	519,108	519,176	519,176	519,176
Adjusted average age of facilities (years)	18.9	20.0	21.0	22.0	22.0	23.0
Work orders generated	2,200	3,300	3,800	3,300	3,300	3,500
Athletic fields	77	77	77	78	78	78
Miles of roadway mowed	32	32	32	32	32	32
Park acreage	300	300	300	300	300	300

**Public Works
Administration - Activity #70119**

Mission

Provides leadership, supervision, and administrative support to Public Works including Vehicle Maintenance and quality service to all customers.

Goals

- Provide quality, cost-effective administrative support for Public Works.

Implementation Strategies

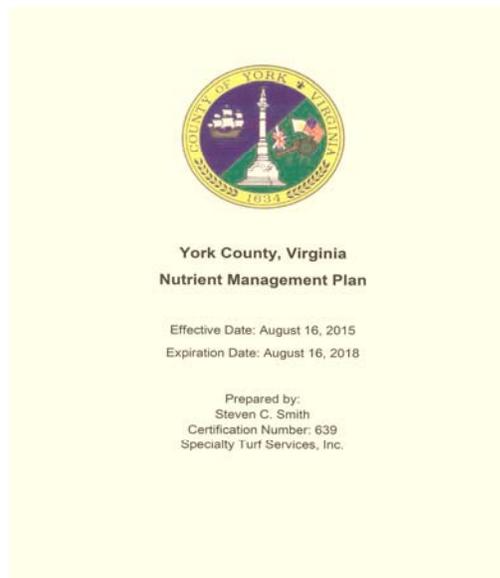
- Ensure division managers develop and implement the necessary programs to meet our mission and goals through employee training, performance evaluations, budget preparation, and performance measurement.

Budget Comments - FY2017

Funding for personnel reflects a fiscal year market adjustment of 1% plus a flat rate increase effective October 1 of \$500 or \$1250, depending on length of service. Rate increases in group life, health and dental are programmed, as well as a reduction to the VRS rate. An organizational restructuring combined the Department of General Services and divisions of Environmental Services to create the Department of Public Works. This allowed the merging of similar functions and resulted in the transfer of several positions from the General Fund to the Sewer Utility Fund. In addition, some functions and positions were realigned in order to provide more efficient, high performance operations.

	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Amount	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget
<u>Expenditures</u>						
Personnel Services	\$ 395,615	\$ 404,244	\$ 309,301	\$ 444,732	\$ 444,732	\$ 452,136
Contractual Services	1,658	1,278	905	1,610	1,610	1,690
Internal Services	198	747	6,585	9,307	9,307	8,532
Other Charges	7,407	6,720	6,531	9,860	9,860	11,386
Materials & Supplies	3,164	3,591	1,994	2,780	2,780	2,280
Capital Outlay	18,233	3,438	-	1,700	1,700	5,150
Total Expenditures	\$ 426,275	\$ 420,018	\$ 325,316	\$ 469,989	\$ 469,989	\$ 481,174
<u>Funded FTEs</u>						
Management	2.00	2.00	2.00	2.00	2.00	2.00
Admin/Clerical	2.00	2.00	2.00	2.00	2.00	2.00
Total Funded FTEs	4.00	4.00	4.00	4.00	4.00	4.00

Meeting Total Maximum Daily Load (TMDL) Requirements under the U.S. Environmental Protection Agency, York County has successfully Developed and Received Certification of the Nutrient Management Plan.



Public Works
Facility Maintenance - Activity #70431

Mission

As stewards of the public resources, provide timely, efficient, and cost-effective maintenance and repair, construction and facility support services to enhance the working environment for County employees and the quality of life for our community.

Goals

- Utilize quality construction and maintenance for County facilities emphasizing the lowest lifetime operating costs.
- Provide effective facility maintenance programs to help ensure mission accomplishment, protect County resources, provide quality work places, and ensure excellent customer service.
- Complete 95% of critical preventive maintenance tasks on schedule, strive for zero customer requests for minor work over 30 days old, repair at least 98% of emergencies within 24 hours, and provide timely response to high-priority, major work orders.
- Improve 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.
- Ensure Division employees have the information, resources, and motivation necessary to perform their best while providing quality service.

Implementation Strategies

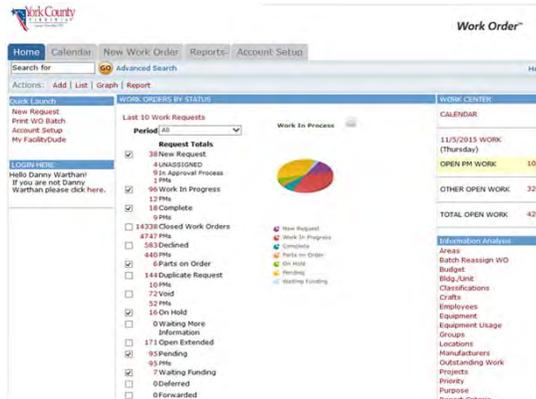
- Use a balance of miscellaneous contract repair and minor construction services and in-house work to optimize customer support and perform critical preventive maintenance tasks.
- Make greater use of in-house and contract audit initiatives to develop building system upgrade/replacement plans based on cost-effective industry standards and life-cycle replacement strategies.
- Continue to deploy and utilize new asset management software to improve preventive maintenance programs for facility systems to lower frequency and costs of maintenance.
- Invest in employee training to improve energy and facility management practices.

Budget Comments - FY2017

Funding for personnel reflects a fiscal year market adjustment of 1% plus a flat rate increase effective October 1 of \$500 or \$1250, depending on length of service. Rate increases in group life, health and dental are programmed, as well as a reduction to the VRS rate. Decreases in personnel are a result of the reallocation of a full-time position from Public Works to the Sewer fund. Reductions in funding are programmed for contractual services, fuel and general equipment rental. Increases are programmed for the routine replacement of computers.

	FY2013	FY2014	FY2015	FY2016	FY2016	FY2017
	Actual	Actual	Actual	Original	Estimated	Adopted
	Amount	Amount	Amount	Budget	Budget	Budget
Expenditures						
Personnel Services	\$ 1,393,129	\$ 1,278,848	\$ 1,320,581	\$ 1,387,681	\$ 1,387,681	\$ 1,257,353
Contractual Services	528,365	545,394	550,096	576,595	576,595	569,350
Internal Services	85,184	88,842	82,649	121,211	121,211	87,773
Other Charges	12,641	15,352	16,708	15,980	15,980	16,770
Materials & Supplies	165,623	180,019	186,887	169,955	169,955	166,795
Leases & Rentals	1,283	3,610	248	2,500	2,500	1,250
Capital Outlay	62,749	14,604	15,965	12,500	12,500	19,240
Grants & Donations	2,135	5,669	1,000	-	-	-
Total Expenditures	\$ 2,251,109	\$ 2,132,338	\$ 2,174,134	\$ 2,286,422	\$ 2,286,422	\$ 2,118,531
Funded FTEs						
Management	1.00	1.00	1.00	1.00	-	-
Professional/Technical	7.00	7.70	5.00	5.00	5.00	5.00
Trades & Crafts	9.00	10.00	12.00	12.00	12.00	12.00
Total Funded FTEs	17.00	18.70	18.00	18.00	17.00	17.00

IT'S A FACT:
Facility Maintenance responds to approximately 3,300 work requests each year!



Public Works
Facility/Utility Charges - Activity #70432

Mission

As stewards of the public resources, provide adequate, efficient, and cost-effective utility services at County facilities.

Goals

- Provide electrical, water, gas, heating, and sewer services for County facilities and parks.
- Provide solid waste services for County facilities.

Implementation Strategies

- Improve energy management by continuously monitoring energy use, effectively using Staefa Energy Management equipment, and maintaining efficient building systems.
- Renew the County's Virginia Energy Purchasing Governmental Association (VEPGA) Agreement for discounted electrical power rates with Dominion Virginia Power.
- Work with Fiscal Accounting Services to continue consolidated utility billing efforts to reduce administrative work for County's employees.
- Conduct energy efficiency audits at County facilities to identify areas where utility costs can be reduced.

Budget Comments - FY2017

Level funding is programmed based on price escalations for water, sewer, solid waste and electrical.

	FY2013	FY2014	FY2015	FY2016	FY2016	FY2017
	Actual	Actual	Actual	Original	Estimated	Adopted
	Amount	Amount	Amount	Budget	Budget	Budget
Expenditures						
Other Charges	\$ 978,470	\$ 973,395	\$ 976,327	\$ 1,090,256	\$ 1,090,256	\$ 1,090,256
Total Expenditures	\$ 978,470	\$ 973,395	\$ 976,327	\$ 1,090,256	\$ 1,090,256	\$ 1,090,256

IT'S A FACT:

The County has applied for and received Environmental Protection Agency's Energy Star certification for having superior energy performance at both the Administration Building & the Finance Building. Public Works strives to continually improve the energy efficiency of all County facilities.



**Public Works
Grounds Maintenance - Activity #70434**

Mission

Provide efficient, responsive, and cost effective maintenance of School and County grounds; and design & construct quality improvements to County and School grounds to enhance the quality of life for all our residents.

Goals

- Provide a grounds maintenance program for County facilities.
- Provide 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.
- Provide 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.
- Provide a grounds maintenance program for 32 linear miles of Gateway Corridors.
- Ensure Grounds Maintenance employees have resources, motivation and technical information necessary to perform their best while providing effective customer service.

Implementation Strategies

- Implement a sports turf maintenance program for all athletic fields, including the Sports Field Complex, to ensure safety and playability for the users of the fields.
- Implement a landscape maintenance program for turf, trees, shrubs, and flowers at County facilities and Gateway Corridors.
- Coordinate the Virginia Peninsula Regional Jail Work Program to ensure the most effective and efficient use of available resources.

Budget Comments - FY2017

Funding for personnel reflects a fiscal year market adjustment of 1% plus a flat rate increase effective October 1 of \$500 or \$1250, depending on length of service. Rate increases in group life, health and dental are programmed, as well as a reduction to the VRS rate. Decreases in personnel are a result of the reallocation of a full-time position from Public Works to Community Services. Increases are programmed for contractual services and agricultural supplies. Decreases are programmed in fuel, general equipment rental and machinery/equipment replacement.

	FY2013	FY2014	FY2015	FY2016	FY2016	FY2017
	Actual	Actual	Actual	Original	Estimated	Adopted
	Amount	Amount	Amount	Budget	Budget	Budget
<u>Expenditures</u>						
Personnel Services	\$ 1,897,367	\$ 2,073,175	\$ 2,209,015	\$ 2,325,996	\$ 2,325,996	\$ 2,285,914
Contractual Services	120,904	176,537	216,465	201,060	201,060	288,294
Internal Services	380,503	393,779	406,270	444,076	444,076	414,626
Other Charges	9,711	11,211	13,249	11,120	11,120	11,120
Materials & Supplies	164,290	191,078	222,778	190,640	190,640	198,815
Leases & Rentals	2,152	1,452	675	2,440	2,440	1,220
Capital Outlay	28,354	79,274	80,033	79,000	79,000	64,800
Grants & Donations	6,322	30,186	4,604	-	-	-
Total Expenditures	\$ 2,609,603	\$ 2,956,692	\$ 3,153,089	\$ 3,254,332	\$ 3,254,332	\$ 3,264,789
<u>Funded FTEs</u>						
Management	0.40	0.40	0.40	0.40	1.00	1.00
Professional/Technical	10.00	10.00	11.80	10.80	10.00	10.00
Admin/Clerical	1.00	1.00	1.00	1.00	-	-
Trades & Crafts	25.00	25.00	25.90	28.90	29.00	29.00
	36.40	36.40	39.10	41.10	40.00	40.00

IT'S A FACT:

In the summer of 2015, the York County Sports Complex hosted 30 sports tournaments, 9 summer camps and approximately 3,800 scheduled events.



Public Works
Stormwater Operations - Activity #70446

Mission

Provide exceptional customer service while maintaining and constructing drainage facilities that help protect personal property during significant storm events. It is also necessary to check and maintain outfalls to prevent pollutants from discharging into waterways that flow to the Chesapeake Bay.

Goals

- Construct, repair, and maintain drainage systems that are owned by York County.
- Implementation of the recommendations of the Stormwater Advisory Committee approved by the Board.
- Maintain the drainage ways to remove blockages.
- Implementation of a realistic construction schedule for the maintenance crew and contract out the larger, time consuming projects.
- Inspect outfalls for illicit discharges as required by the Virginia Department of Conservation and Recreation (DCR) Virginia Stormwater Management Program (VSMP) permit.

Implementation Strategies

- Continue coordinating the "in-house" maintenance program with VDOT and the projects outlined in the Capital Improvements Program.

Budget Comments - FY2017

Funding for personnel reflects a fiscal year market adjustment of 1% plus a flat rate increase effective October 1 of \$500 or \$1250, depending on length of service. Rate increases in group life, health and dental are programmed, as well as a reduction to the VRS rate. Increases in funding are programmed for personnel development, protective clothing and supplies, small equipment and the routine replacement of computers.

	FY2013	FY2014	FY2015	FY2016	FY2016	FY2017
	Actual	Actual	Actual	Original	Estimated	Adopted
	Amount	Amount	Amount	Budget	Budget	Budget
Expenditures						
Personnel Services	\$ 753,563	\$ 778,486	\$ 787,238	\$ 833,289	\$ 833,289	\$ 849,439
Contractual Services	6,055	6,270	3,870	6,450	6,450	6,200
Internal Services	85,439	86,140	84,104	89,914	89,914	83,164
Other Charges	2,366	2,583	2,700	2,600	2,600	3,000
Materials & Supplies	14,721	15,534	20,949	17,000	17,000	18,275
Capital Outlay	2,744	-	1,453	-	-	1,500
Total Expenditures	\$ 864,888	\$ 889,013	\$ 900,314	\$ 949,253	\$ 949,253	\$ 961,578
Funded FTEs						
Trades & Crafts	16.80	16.80	16.80	16.80	16.80	16.80
Total Funded FTEs	16.80	16.80	16.80	16.80	16.80	16.80

Ditch Under Construction



Ditch Outfall



**Public Works
Stormwater Engineering - Activity #70447**

Mission

Provide exceptional customer service while protecting the environment by facilitating the best practical design possible with respect to the applicable regulations and ordinances.

Goals

- Review development plans for compliance with the Stormwater, Chesapeake Bay, Erosion Control, Watershed Management, and Floodplain Ordinances.
- Implementation of the Capital Improvement Program (CIP) projects approved and funded by the Board.
- Implementation of the requirements of the Environmental Protection Agency Phase II Stormwater Regulations.
- Implementation and continuing development of the Capital Improvements Program for Stormwater Management Plan.
- Implementation of the Chesapeake Bay Preservation Act (CBPA) in accordance with the latest revisions by Chesapeake Bay Local Assistance Board (CBLAB).
- Implementation of the Floodplain Ordinance and the FEMA CRS program.

Implementation Strategies

- To continue implementing the program for Stormwater Engineering to comply with the Virginia Stormwater Management Program permit (VSMP) required by DEQ.
- Update an inventory of the County's Stormwater facilities and easements.
- To coordinate the "in-house" maintenance program with the projects outlined in the CIP.
- Continue a Stormwater BMP inspection program as required by the VSMP.
- To continue the Chesapeake Bay Preservation Act requirements.
- To continue the CRS reporting requirements.
- Monitor and update the stormwater program for the proposed Watershed Implementation Plans (WIP) prepared by Virginia to meet EPA's requirements of the Chesapeake Bay Total Maximum Daily Load (TMDL) of pollutants as it relates to stormwater.

Budget Comments - FY2017

Funding for personnel reflects a fiscal year market adjustment of 1% plus a flat rate increase effective October 1 of \$500 or \$1250, depending on length of service. Rate increases in group life, health and dental are programmed, as well as a reduction to the VRS rate.

	FY2013	FY2014	FY2015	FY2016	FY2016	FY2017
	Actual	Actual	Actual	Original	Estimated	Adopted
	Amount	Amount	Amount	Budget	Budget	Budget
Expenditures						
Personnel Services	\$ 543,504	\$ 566,953	\$ 495,163	\$ 595,912	\$ 595,912	\$ 613,499
Contractual Services	8,329	8,865	9,805	17,485	17,485	17,935
Internal Services	7,295	5,989	5,351	7,962	7,962	7,262
Other Charges	7,296	7,794	10,619	9,450	9,450	9,600
Materials & Supplies	1,023	514	712	800	800	925
Capital Outlay	3,486	2,188	1,453	3,000	3,000	3,450
Contributions & Committees	40	1,059	-	-	-	-
Total Expenditures	\$ 570,973	\$ 593,362	\$ 523,103	\$ 634,609	\$ 634,609	\$ 652,671
Funded FTEs						
Management	1.00	1.00	1.00	1.00	1.00	1.00
Professional/Technical	5.75	5.75	5.75	5.75	6.00	6.00
Admin/Clerical	0.75	0.75	0.75	0.75	0.75	0.75
Total Funded FTEs	7.50	7.50	7.50	7.50	7.75	7.75

IT'S A FACT:

What can a resident of York County do to minimize impacts from stormwater runoff?

When building or renovating your home, make it a Low Impact Development (LID). This includes one or a combination of many things:

- Install a rain garden in an area where rainwater flows on your property. Direct your downspouts to a grassy area, not on hard surfaces. Better yet, install rain barrels to use the water for your yard.
- Properly apply fertilizer and only fertilize in the fall.
- Minimize the impervious surfaces on your property.



**Public Works
Calendar Program & Environmental Education - Activity #70448**

Mission

To promote a cleaner, more attractive York County and increase awareness of environmental issues among York County residents.

Goals

- Conduct educational programs and publicity campaigns on environmental issues, particularly those regarding pertinent environmental issues and services provided by the Department of Environmental Services (ES).

Implementation Strategies

- Continue development of an on-line calendar containing information regarding the various services provided by the Department of ES, as well as general environmental educational information including the issues of recycling, composting, storm water runoff, and environmentally friendly landscaping practice.
- Continue process and training to maintain "good standing" status as a Keep America Beautiful Affiliate.
- Form partnerships with other governmental agencies, businesses and civic organizations to promote Keep America Beautiful programs and initiatives.
- Continue to investigate and develop initiatives to increase business and residential recycling and to maximize current and potential new markets.

Budget Comments - FY2017

The calendar program is being transferred to Fund 21, the Solid Waste Management Fund.

	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Amount	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Proposed Budget
<u>Expenditures</u>						
Contractual Services	\$ 2,565	\$ 3,812	\$ 4,776	\$ 5,500	\$ 5,500	-
Other Charges	2,978	2,751	1,455	2,725	2,725	-
Materials & Supplies	1,775	2,359	2,366	2,400	2,400	-
Grants & Donations	-	-	417	-	-	-
Total Expenditures	\$ 7,318	\$ 8,922	\$ 9,014	\$ 10,625	\$ 10,625	\$ -



Public Works
Mosquito Control - Activity #70512

Mission

Responsible to effectively reduce the mosquito annoyance level and threat of associated vector-borne diseases of public health importance in an environmentally conscious and cost effective manner. Also responsible for conducting general pest control operations in County buildings and park facilities.

Goals:

- Maintain the highest level of customer service
- Keep the residents well informed about the importance of mosquito prevention and vested in reducing mosquito numbers
- Maintain an efficient, responsive, and environmentally conscious program that meets mission expectation
- Fulfill contractual mosquito management obligations for the military
- Develop a proactive rather than reactive strategy for mosquito and County pest control operations

Implementation Strategies

- Attend customer service training; keep citizens informed of our findings and actions; always treat citizens and County employees respectfully; include citizen feedback in our decision making process, pass out customer survey cards
- Utilize inspection programs of problem areas, such as salvage/junk yards as well as inspect every citizen annoyance complaint. Proper preventive maintenance of equipment. Plan pest control strategies for County facilities prior to pest issues.
- Continue and expand mosquito education program for 3rd graders; include articles in every issue of citizen news; utilize Market Days and libraries as outreach tools; perform neighborhood canvas events; partner with local beekeepers and veterinarians.
- Continue mosquito trapping program; will not perform any spraying without a documented need; continue to research and test more environmentally friendly pesticides; follow all aspects of our IPM program; utilize strengths of staff
- Provide mosquito control services for the Coast Guard as contracted.

Budget Comments - FY2017

Funding for personnel reflects a fiscal year market adjustment of 1% plus a flat rate increase effective October 1 of \$500 or \$1250, depending on length of service. Rate increases in group life, health and dental are programmed, as well as a reduction to the VRS rate. An increase in FTEs is the result of increasing a .50 part time position to a 1.0 full time position. Increases are programmed for pesticides, small equipment and the routine replacement of computers. Decreases are programmed for machinery/equipment and fuel.

	FY2013	FY2014	FY2015	FY2016	FY2016	FY2017
	Actual	Actual	Actual	Original	Estimated	Adopted
	Amount	Amount	Amount	Budget	Budget	Budget
Expenditures						
Personnel Services	\$ 205,804	\$ 183,855	\$ 185,838	\$ 199,122	\$ 199,122	\$ 181,825
Contractual Services	15,657	3,129	1,834	1,940	1,940	1,955
Internal Services	15,172	15,803	12,266	14,815	14,815	13,915
Other Charges	1,633	2,996	6,005	2,925	2,925	2,935
Materials & Supplies	23,796	48,037	49,087	65,600	65,600	76,890
Capital Outlay	2,222	1,574	2,162	8,355	8,355	3,500
Total Expenditures	\$ 264,284	\$ 255,394	\$ 257,192	\$ 292,757	\$ 292,757	\$ 281,020
Funded FTEs						
Management	1.00	1.00	1.00	1.00	-	-
Professional/Technical	0.50	0.50	0.50	0.50	2.00	2.00
Admin/Clerical	0.50	0.50	0.50	0.50	0.50	1.00
Trades & Crafts	1.00	1.00	1.00	1.00	-	-
Total Funded FTEs	3.00	3.00	3.00	3.00	2.50	3.00

IT'S A FACT:

In the summer of 2015, the larvicide program was improved and expanded as part of our green initiative. For the first time, the vacuum sewer was included, and over 1000 vacuum sewer pots were treated with larvicide by MC staff.



Public Works
Wetlands & Chesapeake Bay Boards - Activity #70821

Mission

The Wetlands Board administers the policies and laws that apply to the County's tidal wetlands, as provided in Title 28.2, Chapter 13, *Code of Virginia* for the review of applications to work in tidal wetlands. Enforcement of the Wetlands Ordinance is the responsibility of the Wetlands Board, which has the authority to issue "Stop Work" orders, require restoration of damaged wetlands, and level appropriate civil charges up to \$10,000.

The Chesapeake Bay Board administers the policies and laws that apply to the Chesapeake Bay Protection Area requirements as spelled out in Title 10.1 Chapter 21, of the *Code of Virginia* for the review of exceptions to Chesapeake Bay Preservation Area Ordinance.

Goals

- 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.
- Provide advice and information to County residents concerning wetlands protection.
- Permit review includes 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.
- Provide advice and information to County residents concerning exceptions.
- Permit review includes site inspections prior to approval.

Implementation Strategies

- Board members and staff attend training seminars and workshops to increase their knowledge and expertise of wetland laws and shoreline construction techniques.
- The Stormwater Management Division, Chesapeake Bay Local Assistance Division and Virginia Institute of Marine Sciences provide staff support services.

Budget Comments - FY2017

Increased funding is provided for advertising.

	FY2013	FY2014	FY2015	FY2016	FY2016	FY2017
	Actual	Actual	Actual	Original	Estimated	Adopted
	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
<u>Expenditures</u>						
Personnel Services	\$ 3,876	\$ 3,391	\$ 2,799	\$ 6,000	\$ 6,000	\$ 6,000
Contractual Services	1,795	2,578	2,290	2,000	2,000	2,400
Internal Services	63	-	-	-	-	-
Other Charges	235	120	135	170	170	170
Total Expenditures	<u>\$ 5,969</u>	<u>\$ 6,089</u>	<u>\$ 5,224</u>	<u>\$ 8,170</u>	<u>\$ 8,170</u>	<u>\$ 8,570</u>

IT'S A FACT:

"To preserve the wetlands and to prevent their despoliation and destruction and to accommodate necessary economic development in a manner consistent with wetlands preservation."



**Community Services
Administration - Activity #81119**

Mission

Strives to continuously improve the quality of life for all residents of York County through the delivery of human services that directly affect their lives.

Goals

- To support the Board of Supervisor's goal to improve communication and coordination by effectively interacting with County staff, other agencies, and the public in development and delivery of services.
- To support the Board's goal to generate quality educational opportunities for all.
- To oversee the administration of the divisions of Special Programs, Children and Family Services, Housing and Neighborhood Revitalization, Juvenile Services, Parks and Recreation, Video Services and such programs as Safety Town and the Senior Center of York.
- To review/project the level of community need for program designs and development, craftsmanship, etc.
- To provide oversight and liaison responsibilities with the Peninsula Health District and the Williamsburg Area Medical Assistance Corporation, Colonial Behavioral Health, Social Services, Peninsula Agency on Aging, the Virginia Cooperative Extension, the Library, the Juvenile Court System, and Public Transportation to assure that the best interests of County government and the residents of York are served.

Implementation Strategies

- Develop proposals for comprehensive life-long learning opportunities using traditional and non-traditional settings.

Budget Comments - FY2017

Funding for personnel reflects a fiscal year market adjustment of 1% plus a flat rate increase effective October 1 of \$500 or \$1250, depending on length of service. Rate increases in group life, health and dental are programmed, as well as a reduction to the VRS rate. Increase in personnel is also attributable to the reallocation of a position from Community Services - Parks & Recreation to Community Services - Administration.

	FY2013 Actual <u>Amount</u>	FY2014 Actual <u>Amount</u>	FY2015 Actual <u>Amount</u>	FY2016 Original <u>Budget</u>	FY2016 Estimated <u>Budget</u>	FY2017 Adopted <u>Budget</u>
<u>Expenditures By Category</u>						
Personnel Services	\$ 65,244	\$ 189,850	\$ 200,380	\$ 206,442	\$ 206,442	\$ 283,137
Contractual Services	1,039	813	1,312	1,467	1,467	1,390
Internal Services	2,857	3,002	3,097	3,730	3,730	3,120
Other Charges	1,367	2,001	1,442	2,645	2,645	4,930
Materials & Supplies	1,393	591	839	1,300	1,300	2,100
Leases & Rentals	1,760	1,183	1,183	1,183	1,183	1,190
Capital Outlay	1,971	-	6,973	1,500	1,500	-
Total Expenditures	\$ 75,631	\$ 197,440	\$ 215,226	\$ 218,267	\$ 218,267	\$ 295,867
<u>Funded FTEs</u>						
Management	1.00	1.00	1.00	1.00	2.00	2.00
Admin/Clerical	1.00	1.00	1.00	1.00	1.00	1.00
Total Funded FTEs	2.00	2.00	2.00	2.00	3.00	3.00

IT'S A FACT:

During the summer of 2016, Safety Town will be hosting its 22nd session with 240 children attending!



Community Services
Housing & Special Programs - Activity #81547

Mission

To provide safe, decent and sanitary housing for York residents through the administration of the York County contract for the U.S. Department of Housing and Urban Development/Virginia Housing Development Authority (VHDA)-funded rental subsidy programs (provides rental assistance to very low-income families). To assist qualified income eligible York County residents with repairs to eliminate safety and/or health hazards in their homes. To improve the quality of life for all York County by providing services related to aging, health, and disabilities. Administer the Transportation Grant program in an effort to assist major agencies in the County that serve the dependent residents in York County.

Goals

- To ensure units are maintained to Housing Quality Standards with annual, complaint, and move-in inspections thus ensuring Housing Choice Voucher Program properties are being maintained.
- To develop and implement Aging, Health and Disability programs to improve York County residents' quality of life.
- To coordinate and provide resources and information with a specific emphasis on "Senior Connection", a referral service for senior and disabled residents.
- To seek and apply for grants as directed by the Department Director, County Administrator, and Board of Supervisors.
- To address the transportation needs of residents in York County who are transportation dependent, but cannot access transportation on their own by partnering with the following major area service agencies: York-Poquoson Social Services, Colonial Behavioral Health, Insight Enterprises, and the Peninsula Agency on Aging.
- To ensure that residents will not be forced to vacate their homes due to deterioration of the dwelling.
- To ensure 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.

Implementation Strategies

- Utilization of quality control checks on tenant files for accuracy and completeness and to ensure that the units are being inspected and maintained to Housing Quality Standards.
- Conducting regular quality control inspections of randomly sampled dwellings to ensure program compliance and suitability.
- Host quarterly programs and/or seminars related to Aging, Health and Disability topics.
- Promote health care options available to County residents, particularly the uninsured, including Olde Towne Medical Center.
- Support Health Programming at the Senior Center of York and oversight of the Center's Dining Program.
- Coordinate, for the purpose of improving quality of life for York County residents, with area agencies.
- Quantify the need for repairs on behalf of Senior Citizens living in older poorly maintained structures. Research best practices, customizable to local conditions for the preservation of housing stock affordable to low or moderate income seniors.

Budget Comments - FY2017

Funding for personnel reflects a fiscal year market adjustment of 1% plus a flat rate increase effective October 1 of \$500 or \$1250, depending on length of service. Rate increases in group life, health and dental are programmed, as well as a reduction to the VRS rate.

	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Amount	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget
Expenditures By Category						
Personnel Services	\$ 498,627	\$ 499,046	\$ 508,130	\$ 522,504	\$ 522,504	\$ 530,675
Contractual Services	126,478	126,839	127,444	128,700	128,700	128,700
Internal Services	6,358	5,342	4,996	6,825	6,825	7,530
Other Charges	6,702	4,365	5,464	5,310	5,310	5,495
Materials & Supplies	2,677	3,520	3,208	4,205	4,205	4,075
Capital Outlay	10,944	2,818	-	1,500	1,500	6,000
Grants & Donations	34,353	2,650	1,861	-	960,534	-
Total Expenditures	\$ 686,139	\$ 644,580	\$ 651,103	\$ 669,044	\$ 1,629,578	\$ 682,475
Funded FTEs						
Management	1.00	1.00	1.00	1.00	1.00	1.00
Professional/Technical	7.00	7.00	6.00	6.00	6.00	6.00
Admin/Clerical	2.00	2.00	2.00	2.00	2.00	2.00
Total Funded FTEs	10.00	10.00	9.00	9.00	9.00	9.00

IT'S A FACT:
York County volunteers painted homes, mowed lawns, and trimmed trees during United Way of Greater Williamsburg's Day of Caring.

Over 11 tons of debris were removed.



Mission

To build community amongst and enhance the quality of life for York County residents through the delivery of recreational programs and operation of park facilities that encourages healthy lifestyles and provides opportunities for residents to experience a sense of purpose, well-being and pleasure. To increase awareness of and visitation in historic Yorktown and York County by marketing the County as a destination and by working with public and private sectors to develop, manage, and implement programs and events.

Goals

- To effectively communicate with County residents about parks and recreational services that are available to them.
- To monitor the use of existing facilities and participation in existing programs in order to evaluate their effectiveness and/or make improvements.
- Direct 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.
- Maintain active communication between the County and its businesses and residents to create greater awareness and strengthen community involvement.
- Create and maintain an increased awareness of historic Yorktown and York County through a variety of marketing programs, promotional efforts, and special events.
- Serve 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 and new concerts, events and programs.

Implementation Strategies

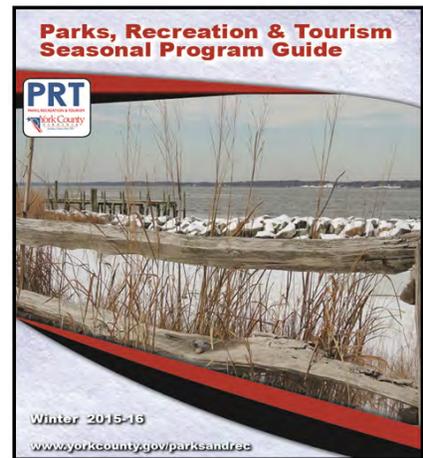
- Coordinate usage of all park facilities with existing organizations to maximize the use of the fields by their programs while allowing greater opportunities for the County to host tournaments and rent facilities.
- Conduct audits of existing programs and develop strategies to implement program improvements including new fee structures and to allow for new programs with in budget constraints.
- Implement the Fourth of July Celebration within the limits imposed by the National Park Service on the event as it relates to the use of their property and work with the resident's parade volunteer committee.
- Enhance our current website to encompass all of our recreation programs and facilities and make it more user friendly. Increase awareness of our site and drive more traffic to the site by using blast emails and encouraging participants to subscribe to the site. Continue to expand the use of other social media tools (Twitter and Facebook) to push our program and event information.
- Explore ways to generate new revenues by partnering with business and organizations to offer services and programs within the County.
- Represent the County on a variety of boards, commissions and committees involved with events, marketing, and promotions related activities.
- Plan, conduct, and evaluate various Familiarization (FAM) tours, sales presentations and training opportunities designed to increase awareness of Yorktown.
- Increase advertising in various publications and on websites with high return on investment encouraging visitation to Yorktown.
- Produce and distribute professional quality sales collateral (i.e., brochures, flyers, maps) for use by visitors and residents in Yorktown and to fulfill mailings to potential visitors.
- Maintain public/visitor awareness by conducting promotional sales calls/missions to targeted groups, exhibiting at trade shows, and active participation in local, regional, state, and national associations in the tourism industry.
- Develop, conduct, promote, and evaluate a wide variety of events and entertainment activities to appeal to all ages.

Budget Comments - FY2017

Funding for personnel reflects a fiscal year market adjustment of 1% plus a flat rate increase effective October 1 of \$500 or \$1250, depending on length of service. Rate increases in group life, health and dental are programmed, as well as a reduction to the VRS rate. Decrease in personnel is attributable to the reallocation of a full-time position from Community Services - Parks, Recreation & Tourism to Community Services - Administration and the reallocation of a full-time position from Public Works to Parks, Recreation & Tourism.

	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Amount	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget
Expenditures By Category						
Personnel Services	\$ 1,260,605	\$ 1,304,117	\$ 1,324,706	\$ 1,312,743	\$ 1,312,743	\$ 1,274,230
Contractual Services	105,573	98,028	90,330	140,435	140,435	142,850
Internal Services	38,932	39,975	28,044	39,623	39,623	38,613
Other Charges	70,061	65,214	66,711	78,020	78,020	97,550
Materials & Supplies	95,637	107,205	89,951	102,900	102,900	123,300
Leases & Rentals	345,814	336,493	335,989	357,700	357,700	357,700
Capital Outlay	19,644	12,467	4,377	16,850	16,850	18,850
Grants & Donations	-	10,400	5,646	2,000	2,000	2,000
Total Expenditures	\$ 1,936,266	\$ 1,973,899	\$ 1,945,754	\$ 2,050,271	\$ 2,050,271	\$ 2,055,093
Funded FTEs						
Management	-	1.00	2.00	-	-	-
Professional/Technical	10.00	9.00	8.00	9.00	9.00	9.00
Admin/Clerical	3.00	3.00	3.00	3.00	3.00	3.00
Total Funded FTEs	13.00	13.00	13.00	12.00	12.00	12.00

Parks, Recreation and Tourism held 8 holiday programs/events this past season with various partners and organizations





Capital Outlay & Non-Departmental

P.O. Box 532

Yorktown, Virginia 23690

Telephone (757) 890-3000

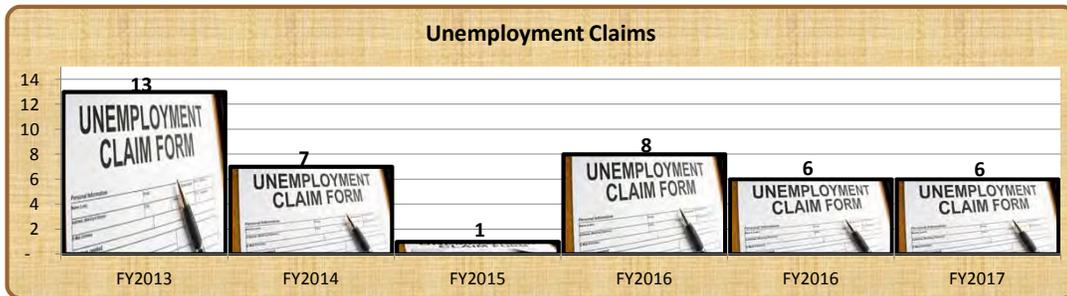
Hours of Operation: Monday - Friday 8:15am - 5:00pm

Capital Outlay & Non-Departmental includes activities related to various departments, which are not specific to one department. This is accomplished through the divisions below. Individual division details follow this summary page.

	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Amount	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget	% of Total FY2017 Funding Sources
Funding Sources							
Local/State/Fed Non-Categorical	\$ 3,610,292	\$ 3,563,967	\$ 4,121,782	\$ 4,766,011	\$ 4,761,011	\$ 5,076,629	49.72%
Donations	300	-	-	-	-	-	0.00%
Lodging Tax	1,944,730	1,963,054	2,122,029	2,019,600	2,019,600	2,140,800	20.97%
Meals Tax	2,776,242	2,810,885	2,902,130	2,907,000	2,907,000	2,965,000	29.04%
Return of Flexible Spending Account Funds	2,936	4,031	1,858	2,000	2,000	2,000	0.02%
Rents	21,468	19,860	19,608	19,600	19,600	20,000	0.20%
State/Federal Aid & Grants	5,000	5,000	5,000	-	5,000	5,000	0.05%
Total Funding Sources	\$ 8,360,968	\$ 8,366,797	\$ 9,172,407	\$ 9,714,211	\$ 9,714,211	\$ 10,209,429	100.00%

							% Change Original 2016/ Adopted 2017
Expenditure by Activity							
Payments to Outside Entities	\$ 306,494	\$ 303,411	\$ 293,505	\$ 309,727	\$ 309,727	\$ 319,022	3.00%
Non-Departmental	808,464	779,946	1,138,348	1,071,065	1,071,065	468,488	-56.26%
Capital Outlay & Fund Transfers	7,225,008	7,275,359	7,722,706	8,283,419	8,283,419	9,371,919	13.14%
Appropriated Reserves	21,002	8,081	17,848	50,000	50,000	50,000	0.00%
Total Expenditures	\$ 8,360,968	\$ 8,366,797	\$ 9,172,407	\$ 9,714,211	\$ 9,714,211	\$ 10,209,429	5.10%

Expenditure by Category							
Personnel Services	\$ 765,094	\$ 741,312	\$ 1,095,009	\$ 1,026,065	\$ 1,026,065	\$ 423,188	-58.76%
Contractual Services	301,494	298,411	288,505	309,727	309,727	319,022	3.00%
Other Charges	43,370	38,634	43,339	45,000	45,000	45,300	0.67%
Contributions	5,000	5,000	5,000	-	-	-	0.00%
Transfers to Other Funds	7,225,008	7,275,359	7,722,706	8,283,419	8,283,419	9,371,919	13.14%
Appropriation Reserves	21,002	8,081	17,848	50,000	50,000	50,000	0.00%
Total Expenditures	\$ 8,360,968	\$ 8,366,797	\$ 9,172,407	\$ 9,714,211	\$ 9,714,211	\$ 10,209,429	5.10%



Other Key Service Indicators						
NASA Aeronautics Support Team						
Employees that are York residents	450	523	600	525	525	525
Hampton Roads Military & Federal Facilities						
Per capita rate	0.50	0.50	0.50	0.50	0.50	0.50
Regional Air Service Enhancement Fund						
Per capita rate	0.40	0.40	0.40	0.40	0.40	0.40
Thomas Nelson Community College						
York County enrollment	1,327	1,226	1,226	1,351	1,100	1,163
YMCA						
Upper County average membership	6,704	5,511	4,318	5,125	5,125	5,125
York County Arts Commission						
Performances	255	231	237	220	225	220
York County Historical Committee						
Volunteer hours	1,300	1,134	968	1,350	1,350	1,350
Non-Departmental and Capital Outlay & Fund Transfers						
Employees that received termination pay	59	42	25	45	48	45
Outstanding principal	\$ 28,620,411	\$ 27,118,221	\$ 25,139,670	\$ 23,502,628	\$ 23,502,628	\$ 21,415,247

**Capital Outlay & Non-Departmental
Payments to Outside Entities - Activity #90721**

This activity provides support for the following programs:

NASA Aeronautics Support Team: Program provides awareness to aeronautical and space research.

York County Arts Commission: Programs supported in FY2016: 1781 Foundation, Aura Curiatias Physical Theatre, Arc of Greater Wmbg, Celebrate Yorktown Committee/Concerts & Symphony, Celebrate Yorktown Arts @ The River; Chesapeake Bay Wind Ensemble, Community Alliance for the Performing Arts; Cultural Alliance of Greater Hampton Roads, Fifes and Drums of York Town, Jamestown/Yorktown Foundation, Magic of Harmony Show Chorus; Peninsula Community Theater, Riverwalk Landing Business Association, Senior Center of York, This Century Art Gallery, VA Opera Assoc, VA Repertory Theatre -Theatre IV; VA Shakespeare Festival, VA Stage Company, VA Symphony, Watermen's Museum, Wmsbg Choral Guild, Wmsbg Consort, Wmsbg Players, Wmsbg Symphonia, 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.

Regional Air Service Enhancement Fund: Program provides the business community the opportunity to share information relating to current and future airport service. Support has been provided to help increase the number of flights in and out of Newport News Williamsburg Airport and the number of routes.

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.

Budget Comments - FY2017

Increased funding is provided in contractual services based on local match requirements and usage.

	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Amount	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget
Expenditures						
Contractual Services	\$ 301,494	\$ 298,411	\$ 288,505	\$ 309,727	\$ 309,727	\$ 319,022
Contributions	5,000	5,000	5,000	-	-	-
Total Expenditures	\$ 306,494	\$ 303,411	\$ 293,505	\$ 309,727	\$ 309,727	\$ 319,022



NASA AEROSPACE
SUPPORT TEAM



York County Arts
Commission



**Capital Outlay & Non-Departmental
Non-Departmental - Activity #90911**

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.

Budget Comments - FY2017

Funding for personnel reflects a fiscal year market adjustment of 1% plus a flat rate increase effective October 1 of \$500 or \$1250, depending on length of service.

	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Amount	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget
Expenditures						
Personnel Services	\$ 765,094	\$ 741,312	\$ 1,095,009	\$ 1,026,065	\$ 1,026,065	\$ 423,188
Other Charges	43,370	38,634	43,339	45,000	45,000	45,300
Total Expenditures	\$ 808,464	\$ 779,946	\$ 1,138,348	\$ 1,071,065	\$ 1,071,065	\$ 468,488

IT'S A FACT:
York County's Safety Committee launched a Winning with Wellness program during 2015 to persuade employees to live a safe, healthy and active lifestyle.



**Capital Outlay & Non-Departmental
Capital Outlay & Fund Transfers - Activity #90912**

This activity accounts for certain capital projects and transfers to other funds. Fifty-percent of the meals tax is transferred to the Water Utility, Sewer Utility and Stormwater Management Funds, for projects. The General Fund makes an additional transfer to the Stormwater Management Fund for minor drainage improvements. Three-fifths of the lodging tax revenue is transferred to the Tourism Fund, in support of tourism in York County. 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.

Budget Comments - FY2017

Funding has been provided for minor drainage projects and a \$200,000 transfer to the County's Capital Fund in support of projects. An increase is provided for the 3/5s transfer of the lodging tax to the Tourism Fund, based on a projected increase in lodging tax revenue. The local match for the Head Start and USDA programs remains level. Capital funding reflects the transfer of meals tax to the water, sewer and stormwater funds for projects, based on an increase in projected meals tax revenue.

	FY2013 Actual <u>Amount</u>	FY2014 Actual <u>Amount</u>	FY2015 Actual <u>Amount</u>	FY2016 Original <u>Budget</u>	FY2016 Estimated <u>Budget</u>	FY2017 Adopted <u>Budget</u>
Expenditures						
Transfers to Other Funds	\$ 7,225,008	\$ 7,275,359	\$ 7,722,706	\$ 8,283,419	\$ 8,283,419	\$ 9,371,919
Total Expenditures	\$ 7,225,008	\$ 7,275,359	\$ 7,722,706	\$ 8,283,419	\$ 8,283,419	\$ 9,371,919



Fifty percent of the meals tax is designated to support water, sewer and stormwater projects.



3/5 of the lodging tax is transferred to the Tourism Fund to support tourism in York County.

Capital Outlay & Non-Departmental
Appropriated Reserves - Activity #90913

This activity is responsible for accounting for contingencies.

Budget Comments - FY2017

Level funding is provided.

	FY2013 Actual <u>Amount</u>	FY2014 Actual <u>Amount</u>	FY2015 Actual <u>Amount</u>	FY2016 Original <u>Budget</u>	FY2016 Estimated <u>Budget</u>	FY2017 Adopted <u>Budget</u>
Expenditures						
Contractual Services	\$ -	\$ 6,481	\$ -	\$ -	\$ -	\$ -
Appropriation Reserves	<u>21,002</u>	<u>1,600</u>	<u>17,848</u>	<u>50,000</u>	<u>50,000</u>	<u>50,000</u>
Total Expenditures	\$ <u>21,002</u>	\$ <u>8,081</u>	\$ <u>17,848</u>	\$ <u>50,000</u>	\$ <u>50,000</u>	\$ <u>50,000</u>



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COUNTY OF YORK, VIRGINIA
TOURISM - FUND 8

**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.

	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Amount	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget	% of Total FY2017 Funding Sources
Funding Sources							
Other Local Taxes	\$ 1,061,033	\$ 1,052,111	\$ 1,106,768	\$ 1,050,000	\$ 1,050,000	\$ 1,100,000	33.93%
Use of Money & Property	1,333	2,204	-	936	936	1,000	0.03%
Miscellaneous	-	-	60,311	-	-	-	-
Recovered Costs	1,000	7,313	-	-	-	-	0.00%
Transfers from Other Funds	1,944,730	1,963,054	2,322,029	2,019,600	2,019,600	2,140,800	66.04%
Total Funding Sources	\$ 3,008,096	\$ 3,024,682	\$ 3,489,108	\$ 3,070,536	\$ 3,070,536	\$ 3,241,800	100.00%

	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Amount	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget	%Change Original 2016/ Adopted 2017
Expenditure by Activity							
4th of July Celebration	\$ 55,703	\$ 71,142	\$ 74,180	\$ 81,700	\$ 81,700	\$ 85,125	4.19%
Tourism Development & Events	406,551	424,776	430,542	551,836	551,836	574,585	4.12%
Hermione Event	-	-	233,787	-	-	-	0.00%
Payments to Outside Entities	1,549,348	1,556,042	1,622,199	1,650,991	1,650,991	1,846,475	11.84%
Yorktown Revitalization	670,654	985,332	664,070	676,983	676,983	633,101	-6.48%
Yorktown Trolley Operations	84,841	76,914	87,806	109,026	109,026	102,514	-5.97%
Total Expenditures	\$ 2,767,097	\$ 3,114,206	\$ 3,112,584	\$ 3,070,536	\$ 3,070,536	\$ 3,241,800	5.58%

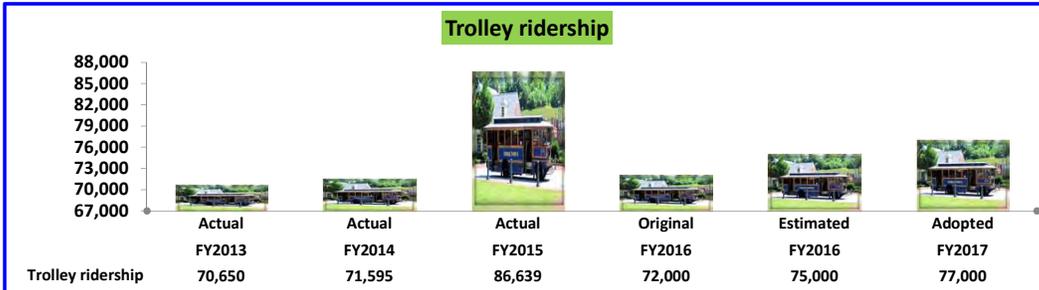
	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Amount	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget	%Change Original 2016/ Adopted 2017
Expenditure by Category							
Personnel Services	\$ 157,970	\$ 155,543	\$ 242,957	\$ 274,301	\$ 274,301	\$ 297,250	8.37%
Contractual Services	1,786,717	1,815,013	1,980,155	1,847,841	1,847,841	2,014,575	9.02%
Internal Services	50,164	42,138	62,232	62,811	62,811	56,299	-10.37%
Other Charges	15,425	12,074	13,987	14,800	14,800	15,750	6.42%
Materials & Supplies	34,623	33,460	62,279	35,050	35,050	35,150	0.29%
Leases & Rentals	20,938	33,040	46,511	37,250	37,250	40,675	9.19%
Contributions	30,606	37,606	39,106	120,000	120,000	147,500	22.92%
Capital Outlay	11,732	-	1,287	478,483	478,483	334,601	-30.07%
Transfers to Other Funds	658,922	985,332	664,070	200,000	200,000	300,000	50.00%
Total Expenditures	\$ 2,767,097	\$ 3,114,206	\$ 3,112,584	\$ 3,070,536	\$ 3,070,536	\$ 3,241,800	5.58%

FUND BALANCE SUMMARY FISCAL YEARS 2016-2017		
Beginning Fund Balance 7/1/2015		\$ -
Projected FY2016 Funding Sources:		
Revenue		\$ 1,050,936
Other financing sources		2,019,600
		3,070,536
Projected FY2016 Expenditures		3,070,536
Net Change		-
Projected Fund Balance 6/30/2016		\$ -
Projected FY2017 Funding Sources:		
Revenue		\$ 1,101,000
Other financing sources		2,140,800
		3,241,800
Projected FY2017 Expenditures		3,241,800
Net Change		-
Projected Fund Balance 6/30/2017		\$ -

Funded FTEs	2.00	2.00	2.00	3.00	3.00	3.00
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Key Service Indicators						
County event attendance	102,000	88,000	**115,290	115,000	95,000	95,000
Visitor inquiries	5,100	5,100	5,100	5,200	5,200	5,300
Williamsburg Area Transit Authority						
*Number of passenger trips	1,010,092	1,040,392	1,040,392	1,071,607	1,071,607	1,125,187
Greater Wmgb Chamber & Tourism Alliance						
York County members	250	250	250	250	250	250
Yorktown Foundation Tall Ships Committee						
Number of ship visits	1	2	2	4	5	2
Celebrate Yorktown Committee-Symphony						
Number of patrons	5,000	5,000	5,000	5,000	5,000	5,000
Virginia Air & Space Center						
Number of admissions for York County residents	17,521	18,047	18,047	18,000	18,250	18,500

**The increase in the events in the County was driven by the Hermione Event June of 2015



Revenues	FY2013 Actual <u>Revenues</u>	FY2014 Actual <u>Revenues</u>	FY2015 Actual <u>Revenues</u>	FY2016 Original <u>Budget</u>	FY2016 Estimated <u>Budget</u>	FY2017 Adopted <u>Budget</u>	
TOURISM FUND							
30312	Other Local Taxes						
1100 \$2.00 Transient Occ tax	\$ 1,061,033	\$ 1,052,111	\$ 1,106,768	\$ 1,050,000	\$ 1,050,000	\$ 1,100,000	A
Subtotal	<u>1,061,033</u>	<u>1,052,111</u>	<u>1,106,768</u>	<u>1,050,000</u>	<u>1,050,000</u>	<u>1,100,000</u>	
30315	Use of Money & Property						
1010 Interest on deposits	1,333	2,204	-	936	936	1,000	
Subtotal	<u>1,333</u>	<u>2,204</u>	<u>-</u>	<u>936</u>	<u>936</u>	<u>1,000</u>	
30318	Local Miscellaneous						
9714 Hermione Signs/Finest Market	-	-	60,311	-	-	-	
Subtotal	<u>-</u>	<u>-</u>	<u>60,311</u>	<u>-</u>	<u>-</u>	<u>-</u>	
30319	Recovered Costs						
1073 EDA Civil War & Maritime	1,000	6,000	-	-	-	-	
2300 Health/Dental surplus	-	594	-	-	-	-	
4210 Trolley services for USCG	-	719	-	-	-	-	
Subtotal	<u>1,000</u>	<u>7,313</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
30351	Transfers from Other Funds						
1010 General Fund	1,944,730	1,963,054	2,122,029	2,019,600	2,019,600	2,140,800	B
1011 Transfer from Fund 11	-	-	200,000	-	-	-	
Subtotal	<u>1,944,730</u>	<u>1,963,054</u>	<u>2,322,029</u>	<u>2,019,600</u>	<u>2,019,600</u>	<u>2,140,800</u>	
Fund Total	<u>\$ 3,008,096</u>	<u>\$ 3,024,682</u>	<u>\$ 3,489,108</u>	<u>\$ 3,070,536</u>	<u>\$ 3,070,536</u>	<u>\$ 3,241,800</u>	

A For the Counties of James City and York, Section 58.1-3823 of the Code of Virginia allows for the imposition of an additional transient occupancy tax not to exceed \$2.00 per room per night for the occupancy of any overnight guest room. The revenues collected from the additional tax shall be designated and expended solely for advertising the Historic Triangle Area.

B Section 58.1-3819 of the Code of Virginia allows for the imposition of a transient occupancy tax on hotels, motels, boarding houses, travel campgrounds, and other facilities offering guest rooms rented out for continuous occupancy for fewer than 30 consecutive days. The tax shall not exceed 5% of the amount of the charge for the occupancy. The revenues collected from the portion of the tax that exceeds 2% shall be designated and spent for promoting tourism, travel or business that generates tourism or travel in the locality. The 5% tax is collected in the General Fund, and 3/5 of the amount is transferred to the Tourism Fund.

Tourism Fund
4th of July Celebration - Activity #90712

Budget Comments - FY2017

Provides support for the 4th of July event in historic Yorktown. Funding reflects increases in leases and rentals.

	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Amount	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget
<u>Expenditure By Category</u>						
Contractual Services	\$ 4,523	\$ 9,132	\$ 9,058	\$ 13,850	\$ 13,850	\$ 13,750
Internal Services	572	-	-	1,000	1,000	1,000
Materials & Supplies	30,916	30,261	30,879	30,850	30,850	30,950
Leases & Rentals	19,692	31,749	34,243	36,000	36,000	39,425
Total Expenditures	\$ 55,703	\$ 71,142	\$ 74,180	\$ 81,700	\$ 81,700	\$ 85,125



Tourism Fund
Tourism Development & Events - Activity #90713

Mission

To increase awareness of and visitation to historic Yorktown and York County by marketing the County as a destination and by working with public and private sectors to develop, manage, and implement programs and events which promote and encourage increased awareness and visitation.

Goals

- Maintain active communication between the County and its businesses and residents to create greater awareness and strengthen community involvement.
- Create and maintain an increased awareness of historic Yorktown and York County through a variety of marketing programs, promotional efforts, and special events.
- Serve as County liaison and resource to community groups by fostering the development of our tourism product.

Implementation Strategies

- Represent the County on a variety of boards, commissions and committees involved with marketing and promotion related activities.
- Plan, conduct, and evaluate various Familiarization (FAM) tours, sales presentations and training opportunities designed to increase awareness of Yorktown.
- Increase advertising in various publications and on websites with a high return on investment encouraging visitation to Yorktown.
- Produce and distribute professional quality sales collateral (i.e., brochures, flyers) for use by targeted groups and use in fulfillment of mailings to potential visitors.
- Maintain public/visitor awareness by conducting promotional sales calls/missions to targeted groups, exhibiting at trade shows, and active participation in local, regional, state, and national associations in the tourism industry.
- Promote and evaluate a wide variety of events and activities to appeal to all ages.

Budget Comments - FY2017

Funding for personnel reflects a fiscal year market adjustment of 1% plus a flat rate increase effective October 1 of \$500 or \$1250, depending on length of service. Rate increases in group life, health and dental are programmed, as well as a reduction to the VRS rate.

	FY2013	FY2014	FY2015	FY2016	FY2016	FY2017
	Actual	Actual	Actual	Original	Estimated	Adopted
	Amount	Amount	Amount	Budget	Budget	Budget
Expenditure By Category						
Personnel Services	\$ 125,415	\$ 121,919	\$ 125,552	\$ 228,011	\$ 228,011	\$ 250,960
Contractual Services	263,452	287,287	285,753	303,000	303,000	301,850
Internal Services	-	-	-	25	25	25
Other Charges	13,563	11,984	13,327	14,800	14,800	15,750
Materials & Supplies	2,875	2,295	3,585	3,250	3,250	3,250
Leases & Rentals	1,246	1,291	1,038	1,250	1,250	1,250
Capital Outlay	-	-	1,287	1,500	1,500	1,500
Total Expenditures	\$ 406,551	\$ 424,776	\$ 430,542	\$ 551,836	\$ 551,836	\$ 574,585
Funded FTEs						
Professional/Technical	2.00	2.00	2.00	3.00	3.00	3.00
Total Funded FTEs	2.00	2.00	2.00	3.00	3.00	3.00

IT'S A FACT:

The Parks, Recreation and Tourism Division was awarded several recognitions for Best Historic Waterfront Destination: Historic Yorktown; Best Outdoor Event Venue: Riverwalk Landing; and Best Farmer's Market: Yorktown Market Days in the 2015 Daily Press Choice Awards. Other awards included Best Place to Picnic: Yorktown Beach; Best Wine Festival: Yorktown Wine Festival; Best Farmer's Market: Yorktown Market Days; Best Place to Bike: Yorktown and Best Music Venue: Riverwalk Landing in the Coastal Virginia Readers' Choice Awards.

Parks, Recreation & Tourism assisted with the development, implementation and marketing of the first Williamsburg Harvest Celebration (WHC) November 11-15, featuring over 40 culinary inspired events hosted in Williamsburg, Jamestown and Yorktown highlighting all things Virginia - Chefs, Farmers, Artisans, Foragers, Authors, Brewers, Winemakers, and Culinary Historians. Events in York County were hosted by the Yorktown Victory Center, Riverwalk Restaurant, Watermen's Museum, Water Street Grille, Carrot Tree & Silt Restaurant. Additionally, a sold out Oyster Roast was held in the Freight Shed overlooking the York River and Yorktown Market Days participated with special chef demonstrations.



Tourism Fund
Hermione Event - Activity #90714

March 2015 marked the 235th anniversary of the Marquis de Lafayette's departure from France to bring his nation's support to George Washington and the Continental Army fighting for American independence. The ship that carried the Marquis was a 213-foot light frigate – Hermione. The crossing took 28 days, with the Marquis reaching Boston in April. France's support turned the tide in the fight for American independence and cemented the foundation of the United States of America.

In 1997, a group of intrepid individuals in France became determined to build an exact replica of the Hermione with the dream of sailing her to America. Their long journey culminated in April 2015 as the Hermione set sail for her voyage across the Atlantic. The ship made port in Yorktown June 5 - 8 and was available for deck tours that weekend.

Budget Comments - FY2017

This activity provided support for the Hermione Event in FY15.

	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Amount	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget
<u>Expenditure By Category</u>						
Personnel Services	\$ -	\$ -	\$ 83,287	\$ -	\$ -	\$ -
Contractual Services	-	-	102,076	-	-	-
Internal Services	-	-	8,763	-	-	-
Other Charges	-	-	660	-	-	-
Materials & Supplies	-	-	27,771	-	-	-
Leases & Rentals	-	-	11,230	-	-	-
Total Expenditures	\$ -	\$ -	\$ 233,787	\$ -	\$ -	\$ -
<u>Funded FTEs</u>						
Professional/Technical	-	-	-	-	-	-
Total Funded FTEs	-	-	-	-	-	-

IT'S A FACT:
The Hermione Event attracted 20,000 guests to York County.



TOURISM FUND
PAYMENTS TO OUTSIDE ENTITIES

Tourism Fund
Payments to Outside Entities - Activity #90915

This activity provides support for the following programs:

Williamsburg Area Transit Authority: support for the regional transit authority.

Greater Williamsburg Chamber & Tourism Alliance: support for the Historic Triangle by encouraging the growth of existing businesses and promoting the area as a year-round travel destination.

Jamestown-Yorktown Foundation: supports the Yorktown Victory Center.

\$.00 Transient Occupancy Tax: per Section 58.1-3823 of the Code of Virginia, the revenues collected from the additional tax shall be designated and expended solely for advertising the Historic Triangle area. This tax is passed on to the Williamsburg Area Destination Marketing Committee (WADMC).

Historic Triangle Collaborative: operating support to work collaboratively among the region to achieve sustainable economic and quality of life benefits for the Historic Triangle.

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.

Celebrate Yorktown Committee Symphony: support to sponsor the Virginia Symphony concert at the end of the summer.

Virginia Air and Space Center: support of the "21st Century Classroom" project.

Budget Comments - FY2017

Increased funding is provided based on contractual agreements and usage.

	FY2013	FY2014	FY2015	FY2016	FY2016	FY2017
	Actual	Actual	Actual	Original	Estimated	Adopted
	Amount	Amount	Amount	Budget	Budget	Budget
<u>Expenditure By Category</u>						
Contractual Services	\$ 1,518,742	\$ 1,518,436	\$ 1,583,093	\$ 1,530,991	\$ 1,530,991	\$ 1,698,975
Contributions	30,606	37,606	39,106	120,000	120,000	147,500
Total Expenditures	\$ 1,549,348	\$ 1,556,042	\$ 1,622,199	\$ 1,650,991	\$ 1,650,991	\$ 1,846,475



**Tourism Fund
Yorktown Revitalization - Activity #90917**

Budget Comments - FY2017

Increased funding is provided in transfers to other funds due to reallocating funds from capital outlay for a repayment towards an interfund loan to Yorktown Capital Improvements Fund.

	FY2013 Actual <u>Amount</u>	FY2014 Actual <u>Amount</u>	FY2015 Actual <u>Amount</u>	FY2016 Original <u>Budget</u>	FY2016 Estimated <u>Budget</u>	FY2017 Adopted <u>Budget</u>
<u>Expenditure By Category</u>						
Capital Outlay	\$ 11,732	\$ -	\$ -	\$ 476,983	\$ 476,983	\$ 333,101
Transfers to Other Funds	<u>658,922</u>	<u>985,332</u>	<u>664,070</u>	<u>200,000</u>	<u>200,000</u>	<u>300,000</u>
Total Expenditures	<u>\$ 670,654</u>	<u>\$ 985,332</u>	<u>\$ 664,070</u>	<u>\$ 676,983</u>	<u>\$ 676,983</u>	<u>\$ 633,101</u>

IT'S A FACT:

The Yorktown Revitalization project included the construction of a new parking garage, floating piers, buildings, brick sidewalks and shoreline stabilization. It was a \$24 million investment, with \$20.5 million paid by grants, lodging taxes and cash reserves, and only \$3.5 million was financed. In FY2015 the final debt service payment was made for this project.



1980s



Present

Tourism Fund
Yorktown Trolley Operations - Activity #90918

Budget Comments - FY2017

Budget reductions are programmed in internal services due to trend.

	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Amount	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget
<u>Expenditure By Category</u>						
Personnel Services	\$ 32,555	\$ 33,624	\$ 34,118	\$ 46,290	\$ 46,290	\$ 46,290
Contractual Services	-	158	175	-	-	-
Internal Services	49,592	42,138	53,469	61,786	61,786	55,274
Other Charges	1,862	90	-	-	-	-
Materials & Supplies	832	904	44	950	950	950
Total Expenditures	\$ 84,841	\$ 76,914	\$ 87,806	\$ 109,026	\$ 109,026	\$ 102,514





**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.

**COUNTY OF YORK, VIRGINIA
SOCIAL SERVICES - FUND 13**

	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Amount	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget	% of Total FY2017 Funding Sources
Funding Sources							
Charges for Services	\$ 7,547	\$ 3,791	\$ 2,671	\$ -	\$ -	\$ -	0.00%
Miscellaneous	406	-	-	-	-	-	0.00%
Recovered Costs	246,179	241,163	233,585	230,000	230,000	235,000	3.78%
State Aid & Grants	1,277,975	1,296,298	1,213,922	1,722,693	1,722,693	1,538,650	24.75%
Federal Aid & Grants	1,901,878	2,171,011	2,269,369	2,172,081	2,172,081	2,272,418	36.56%
Transfers from Other Funds	1,531,001	1,367,815	1,828,698	2,122,015	2,122,015	2,170,408	34.91%
Total Funding Sources	\$ 4,964,986	\$ 5,080,078	\$ 5,548,245	\$ 6,246,789	\$ 6,246,789	\$ 6,216,476	100.00%

							%Change Original 2016/ Adopted 2017
Expenditure by Activity							
Administration	\$ 3,807,531	\$ 3,888,638	\$ 4,017,736	\$ 4,605,445	\$ 4,605,445	\$ 4,735,205	2.82%
Public Assistance	715,238	809,153	749,896	966,485	966,485	782,485	-19.04%
Comprehensive Services Act	558,503	613,422	542,300	877,417	877,417	694,897	-20.80%
Total Expenditures	\$ 5,081,272	\$ 5,311,213	\$ 5,309,932	\$ 6,449,347	\$ 6,449,347	\$ 6,212,587	-3.67%

Expenditure by Category							
Personnel	\$ 3,579,837	\$ 3,658,737	\$ 3,734,843	\$ 4,369,578	\$ 4,369,578	\$ 4,509,369	3.20%
Contractual Services	58,953	60,422	57,490	61,900	61,900	61,900	0.00%
Internal Services	34,653	34,566	34,963	42,929	42,929	38,129	-11.18%
Other Charges	70,970	78,069	82,674	82,035	82,035	85,704	4.47%
Materials & Supplies	56,602	63,096	111,274	59,600	59,600	66,000	10.74%
Leases & Rentals	64,875	62,040	60,460	66,820	66,820	67,000	0.27%
Capital Outlay	14,000	4,968	-	-	-	2,000	100.00%
Direct Payments & Contributions	1,201,382	1,349,315	1,228,228	1,766,485	1,766,485	1,382,485	-21.74%
Total Expenditures	\$ 5,081,272	\$ 5,311,213	\$ 5,309,932	\$ 6,449,347	\$ 6,449,347	\$ 6,212,587	-3.67%

FUND BALANCE SUMMARY FISCAL YEARS 2016-2017	
Beginning Fund Balance 7/1/2015	\$ 424,436
Projected FY2016 Funding Sources:	
Revenue	\$ 230,000
State & Federal	3,894,774
Other financing sources	2,122,015
	6,246,789
Projected FY2016 Expenditures	6,449,347
Net Change	(202,558)
Projected Fund Balance 6/30/2016	\$ 221,878
Projected FY2017 Funding Sources:	
Revenue	\$ 235,000
State & Federal	3,811,068
Other financing sources	2,170,408
	6,216,476
Projected FY2017 Expenditures	6,212,587
Net Change	3,889
Projected Fund Balance 6/30/2017	\$ 225,767

Funded FTEs	58.45	57.45	57.45	59.70	59.70	60.20
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Key Service Indicators						
Food Stamps cases-York/Poquoson	2012/297	2314/326	2076/303	2314/326	2127/298	2155/287
Medicaid cases-York/Poquoson	2750/459	2825/504	3008/474	2825/504	3084/476	3178/482
TANF cases-York/Poquoson	241/34	250/40	197/2739	250/40	180/23	162/20
VIEW cases-York/Poquoson	172/22	209/30	123/19	209/30	110/19	97/20
CSA cases-York	38	41	32	41	33	34

SOCIAL SERVICES FUND

SOCIAL SERVICES - REVENUES

Revenues	FY2013 Actual Revenues	FY2014 Actual Revenues	FY2015 Actual Revenues	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget	
SOCIAL SERVICES FUND							
30316	Charges for Services						
6000 Court assessment	\$ 7,407	\$ 3,646	\$ 2,421	\$ -	\$ -	\$ -	
6010 Guardianship filing fee	140	145	250	-	-	-	
Subtotal	<u>7,547</u>	<u>3,791</u>	<u>2,671</u>	<u>-</u>	<u>-</u>	<u>-</u>	
30318	Miscellaneous						
3010 Prior year expenditure refund	406	-	-	-	-	-	
Subtotal	<u>406</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
30319	Recovered Costs						
1520 Poquoson Public Assistance	245,121	225,646	230,434	230,000	230,000	235,000	A
2300 Health/Dental surplus	-	13,193	-	-	-	-	
7000 Welfare Recoveries ADC	1,058	-	1,243	-	-	-	
7050 Welfare Recoveries daycare	-	2,324	1,908	-	-	-	
Subtotal	<u>246,179</u>	<u>241,163</u>	<u>233,585</u>	<u>230,000</u>	<u>230,000</u>	<u>235,000</u>	
30326	State Aid & Grants						
0800 Public Assistance-State	1,018,336	989,418	945,440	1,287,214	1,287,214	1,225,411	B
0813 Comp Svc Youth/Family	252,000	299,241	260,843	427,840	427,840	305,600	C
0813-001 CSA Pool State Admin	7,639	7,639	7,639	7,639	7,639	7,639	D
Subtotal	<u>1,277,975</u>	<u>1,296,298</u>	<u>1,213,922</u>	<u>1,722,693</u>	<u>1,722,693</u>	<u>1,538,650</u>	
30333	Federal Aid & Grants						
0800 Public Assistance-Federal	1,901,878	2,171,011	2,269,369	2,172,081	2,172,081	2,272,418	B
Subtotal	<u>1,901,878</u>	<u>2,171,011</u>	<u>2,269,369</u>	<u>2,172,081</u>	<u>2,172,081</u>	<u>2,272,418</u>	
30351	Transfers from Other Funds						
1010 General Fund	1,296,856	1,126,894	1,611,209	1,749,855	1,749,855	1,876,008	E
1010-001 CSA Pool Local	165,149	194,057	158,723	272,160	272,160	194,400	F
1010-002 CSA Medicaid Local	68,996	46,864	58,766	100,000	100,000	100,000	F
Subtotal	<u>1,531,001</u>	<u>1,367,815</u>	<u>1,828,698</u>	<u>2,122,015</u>	<u>2,122,015</u>	<u>2,170,408</u>	
Fund Total	<u>\$ 4,964,986</u>	<u>\$ 5,080,078</u>	<u>\$ 5,548,245</u>	<u>\$ 6,246,789</u>	<u>\$ 6,246,789</u>	<u>\$ 6,216,476</u>	

- A Revenue from the City of Poquoson for its local share of the expenditures for the York-Poquoson Social Services department.
- B State and Federal reimbursements from the Department of Social Services for grant programs.
- C State reimbursement for expenditures covered under the Comprehensive Services Act (CSA).
- D State reimbursement for administrative expenditures covered under the Comprehensive Services Act (CSA).
- E Transfer from the General Fund for York County's local share of York-Poquoson Social Services programs, exclusive of CSA.
- F Transfer from the General Fund for York County's local share of CSA and CSA Medicaid related expenditures.

**Social Services Fund
Administration - Activity #90541**

Mission

Provides a broad array of human service programs including Child and Adult Service Programs, Employment Services, Public Assistance, and the Comprehensive Services Act (CSA), for those individuals with financial, social, educational, health and emotional needs.

Goals

- To enhance the competence of individuals dealing with personal challenges.
- To provide preventive foster care and child protective services.
- To protect vulnerable children and adults.
- To provide intake, child and family, adult, employment, volunteer, court, and daycare services.
- To provide financial assistance to eligible residents.
- To ensure, through a comprehensive fraud prevention and investigation program, that only persons eligible for assistance actually receive it.
- To improve the delivery of services by requiring interagency cooperation.

Implementation Strategies

- 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.

Budget Comments - FY2017

Funding for personnel reflects a fiscal year market adjustment of 1% plus a flat rate increase effective October 1 of \$500 or \$1250, depending on length of service. Rate increases in group life, health and dental are programmed, as well as a reduction to the VRS rate. An increase in the local share for Social Services is programmed. Over the past couple of years, the use of fund balance, representing excess local funds accumulated in prior years, was used to balance funding sources with expenditures.

	FY2013	FY2014	FY2015	FY2016	FY2016	FY2017
	Actual	Actual	Actual	Original	Estimated	Adopted
	Amount	Amount	Amount	Budget	Budget	Budget
Expenditure By Category						
Personnel Services	\$ 3,507,478	\$ 3,585,477	\$ 3,670,875	\$ 4,292,161	\$ 4,292,161	\$ 4,414,472
Contractual Services	58,953	60,422	57,490	61,900	61,900	61,900
Internal Services	34,653	34,566	34,963	42,929	42,929	38,129
Other Charges	70,970	78,069	82,674	82,035	82,035	85,704
Materials & Supplies	56,602	63,096	111,274	59,600	59,600	66,000
Leases & Rentals	64,875	62,040	60,460	66,820	66,820	67,000
Capital Outlay	14,000	4,968	-	-	-	2,000
Total Expenditures	\$ 3,807,531	\$ 3,888,638	\$ 4,017,736	\$ 4,605,445	\$ 4,605,445	\$ 4,735,205
Funded FTEs						
Management	9.00	10.00	10.00	9.00	9.00	9.00
Professional/Technical	34.45	33.45	33.45	35.50	35.50	36.00
Admin/Clerical	11.00	10.00	10.00	10.00	10.00	10.00
Trades & Crafts	3.00	3.00	3.00	4.20	4.20	4.20
Total Funded FTEs	57.45	56.45	56.45	58.70	58.70	59.20

**YORK-POQUOSON
DEPARTMENT
OF SOCIAL SERVICES**

OUR VALUES:

- CUSTOMER SERVICE
- TEAM WORK
- COMMUNICATION
- ATTITUDE
- DEPENDABILITY

CUSTOMER SERVICE

- Thoughtful & Creative
- Courteous & Committed
- Understanding & Empathetic

COMMUNICATION

- Intelligent
- Courteous & Helpful
- Honest & Kindly Expressive

TEAM WORK

- Inspirational & Collaborative
- Goal Oriented & High Achiever
- Involved & Entrusted

ATTITUDE

- Optimistic & Positive
- Encouraging & Supportive
- Intuitive & Respectful

DEPENDABILITY

- Prepared & Involved
- Motivated & Responsible
- Engaged & Consistent

**YORK-POQUOSON
DEPARTMENT
OF SOCIAL SERVICES**

OUR MISSION STATEMENT:

- ASSIST
- PROMOTE
- PROTECT

We believe that our mission is to:

- ASSIST in the basic needs of our citizens
- PROMOTE self-sufficiency
- PROTECT vulnerable children and adults

**Social Services Fund
Public Assistance - Activity #90542**

Mission

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.

Goals

- To enhance the competence of individuals dealing with personal challenges.
- To promote self-sufficiency, self-support, and self-esteem for those receiving public assistance.
- To provide preventive foster care and child protective services.
- To protect vulnerable children and adults.
- To provide intake, child and family, adult, employment, volunteer, court, and day care services.
- To provide financial assistance to eligible residents.
- To ensure, through a comprehensive fraud prevention and investigation program, that only persons eligible for assistance actually receive it.

Implementation Strategies

- Expect to receive 400 child protective service complaints consisting of abuse and neglect of children based on current statistics.
- Expect to keep 250 families intact through the provision of child protective ongoing services.
- Approximately 2,000 family units will receive intake services, which include crisis intervention, needs assessments, and assistance with emergency needs such as food and shelter.
- An increase in adult services is expected based on aging of the population and their need for services. Current caseloads total 170 elderly receiving either protection services or help with daily activities to keep them in their homes.
- 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.

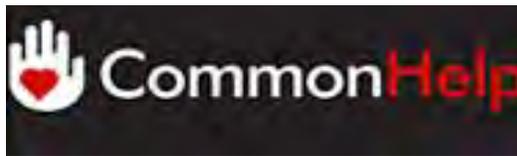
Budget Comments - FY2017

Funding reflects a decrease in public assistance based on projected decreases in foster care, elderly population assistance and adoption caseloads.

	FY2013 Actual <u>Amount</u>	FY2014 Actual <u>Amount</u>	FY2015 Actual <u>Amount</u>	FY2016 Original <u>Budget</u>	FY2016 Estimated <u>Budget</u>	FY2017 Adopted <u>Budget</u>
<u>Expenditure By Category</u>						
Direct Payments & Contributions	\$ 715,238	\$ 809,153	\$ 749,896	\$ 966,485	\$ 966,485	\$ 782,485
Total Expenditures	\$ 715,238	\$ 809,153	\$ 749,896	\$ 966,485	\$ 966,485	\$ 782,485

IT'S A FACT:

"Common Help" is the Virginia Department of Social Services fast and easy way to screen and apply online for many benefit programs.



**Social Services Fund
Comprehensive Services Act - Activity #90543**

Mission

To comply with the Comprehensive Services Act by providing high quality, child centered, family focused, cost effective, community-based services to high-risk youth and their families.

Goals

- To provide preventive foster care and child protective services.
- To provide services to assist at-risk children and youth.
- To improve the delivery of services by requiring interagency cooperation.

Implementation Strategies

- To comply with the guidelines from the Comprehensive Services Act.

Budget Comments - FY2017

Funding for personnel reflects a fiscal year market adjustment of 1% plus a flat rate increase effective October 1 of \$500 or \$1250, depending on length of service. Rate increases in group life, health and dental are programmed, as well as a reduction to the VRS rate.

	FY2013 Actual <u>Amount</u>	FY2014 Actual <u>Amount</u>	FY2015 Actual <u>Amount</u>	FY2016 Original <u>Budget</u>	FY2016 Estimated <u>Budget</u>	FY2017 Adopted <u>Budget</u>
<u>Expenditure By Category</u>						
Personnel Services	\$ 72,359	\$ 73,260	\$ 63,968	\$ 77,417	\$ 77,417	\$ 94,897
Direct Payments & Contributions	486,144	540,162	478,332	800,000	800,000	600,000
Total Expenditures	\$ 558,503	\$ 613,422	\$ 542,300	\$ 877,417	\$ 877,417	\$ 694,897
<u>Funded FTEs</u>						
Professional/Technical	1.00	1.00	1.00	1.00	1.00	1.00
Total Funded FTEs	1.00	1.00	1.00	1.00	1.00	1.00



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**LAW LIBRARY
FUND 47**

This fund accounts for the revenues and expenditures relating to the County's law library. This is accomplished through the division below. Individual division details follow this summary page.

	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Amount	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget	% of Total FY2017 Funding Sources
Funding Sources							
Fines & Forfeitures	\$ 7,981	\$ 7,071	\$ 6,684	\$ 7,000	\$ 7,000	\$ 7,000	99.64%
Use of Money & Property	55	39	5	-	-	25	0.36%
Total Funding Sources	\$ 8,036	\$ 7,110	\$ 6,689	\$ 7,000	\$ 7,000	\$ 7,025	100.00%

						FY2017 Adopted Budget	%Change Original 2016/ Adopted 2017
Expenditure by Activity							
Operations	\$ 7,104	\$ 7,812	\$ 8,100	\$ 9,000	\$ 9,000	\$ 8,400	-6.67%
Total Expenditures	\$ 7,104	\$ 7,812	\$ 8,100	\$ 9,000	\$ 9,000	\$ 8,400	-6.67%

						FY2017 Adopted Budget	%Change Original 2016/ Adopted 2017
Expenditure by Category							
Materials & Supplies	\$ 7,104	\$ 7,812	\$ 8,100	\$ 9,000	\$ 9,000	\$ 8,400	-6.67%
Total Expenditures	\$ 7,104	\$ 7,812	\$ 8,100	\$ 9,000	\$ 9,000	\$ 8,400	-6.67%

FUND BALANCE SUMMARY FISCAL YEARS 2016-2017	
Beginning Fund Balance 7/1/2015	\$ 12,350
Projected FY2016 Funding Sources:	
Revenue	\$ 7,000
Projected FY2016 Expenditures	9,000
Net Change	<u>(2,000)</u>
Projected Fund Balance 6/30/2016	\$ 10,350
Projected FY2017 Funding Sources:	
Revenue	\$ 7,025
Projected FY2017 Expenditures	8,400
Net Change	<u>(1,375)</u>
Projected Fund Balance 6/30/2017	\$ 8,975

Key Service Indicators	
Fee assessed per civil action filed in the County's Circuit Court or General District Court for use, maintenance & operation of a law library.	\$ 2.00

Revenues	FY2013 Actual Revenues	FY2014 Actual Revenues	FY2015 Actual Revenues	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget	Ref
LAW LIBRARY FUND							
30314	Fines & Forfeitures						
4020 Court collections	\$ 7,981	\$ 7,071	\$ 6,684	\$ 7,000	\$ 7,000	\$ 7,000	A
Subtotal	<u>7,981</u>	<u>7,071</u>	<u>6,684</u>	<u>7,000</u>	<u>7,000</u>	<u>7,000</u>	
30315	Use of Money & Property						
1010 Interest on deposits	55	39	5	-	-	25	
Subtotal	<u>55</u>	<u>39</u>	<u>5</u>	<u>-</u>	<u>-</u>	<u>25</u>	
Fund Total	<u>\$ 8,036</u>	<u>\$ 7,110</u>	<u>\$ 6,689</u>	<u>\$ 7,000</u>	<u>\$ 7,000</u>	<u>\$ 7,025</u>	

A Section 42.1-70 of the Code of Virginia allows any County through its governing body, to assess, as part of the costs incident to each civil action filed in the courts located within its boundaries, a sum not in excess of \$4.00 for the acquisition of law books, law periodicals, and computer legal research services, computer terminals for off-site placement to maximize access to the Law Library by the public, and equipment for the establishment, use and maintenance of a Law Library which shall be open for the use of the public for hours convenient to the public. The rate per York County ordinance is \$2.00.

Law Library Fund
Operations - Activity #90218

Budget Comments - FY2017

A decrease in funding is due to expenditure amount trends.

	FY2013	FY2014	FY2015	FY2016	FY2016	FY2017
	Actual	Actual	Actual	Original	Estimated	Adopted
	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
<u>Expenditure By Category</u>						
Materials & Supplies	\$ 7,104	\$ 7,812	\$ 8,100	\$ 9,000	\$ 9,000	\$ 8,400
Total Expenditures	\$ 7,104	\$ 7,812	\$ 8,100	\$ 9,000	\$ 9,000	\$ 8,400



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**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.

**COUNTY OF YORK, VIRGINIA
CHILDREN & FAMILY SERVICES - FUND 51**

	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Amount	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget	% of Total FY2017 Funding Sources
Funding Sources							
Use of Money & Property	\$ 2,408	\$ 2,243	\$ -	\$ 2,000	\$ 2,000	\$ 2,000	0.17%
Charges for Services	17,659	16,380	19,128	17,000	17,000	17,000	1.36%
Miscellaneous	3,977	5,066	5,302	2,400	2,400	2,400	0.19%
Federal Aid & Grants	965,665	912,994	970,981	969,837	969,837	978,337	78.28%
Non-Revenue Receipts	-	-	-	-	-	-	0.00%
Transfers from Other Funds	218,052	225,000	221,000	250,000	250,000	250,000	20.00%
Total Funding Sources	\$ 1,207,761	\$ 1,161,683	\$ 1,216,411	\$ 1,241,237	\$ 1,241,237	\$ 1,249,737	100.00%

							%Change Original 2016/ Adopted 2017
Expenditure by Activity							
Fundraisers & Donations	\$ 1,687	\$ 1,676	\$ 2,890	\$ -	\$ -	\$ -	0.00%
Head Start	1,178,542	1,096,873	1,184,972	1,291,770	1,291,770	1,437,701	11.30%
USDA Food Service	96,453	100,410	109,141	115,871	115,871	119,046	2.74%
Total Expenditures	\$ 1,276,682	\$ 1,198,959	\$ 1,297,003	\$ 1,407,641	\$ 1,407,641	\$ 1,556,747	10.59%

							%Change
Expenditure by Category							
Personnel Services	\$ 1,020,721	\$ 964,444	\$ 1,063,554	\$ 1,159,448	\$ 1,159,448	\$ 1,187,944	2.46%
Contractual Services	58,373	57,720	64,298	68,045	68,045	66,650	-2.05%
Internal Services	41,501	42,221	40,705	50,530	50,530	44,224	-12.48%
Other Charges	42,541	45,834	57,399	45,073	45,073	44,307	-1.70%
Materials & Supplies	69,933	67,671	61,213	71,645	71,645	71,650	0.01%
Capital Outlay	41,926	19,393	6,944	12,900	12,900	141,972	1000.56%
Fundraisers	136	-	-	-	-	-	0.00%
Grants & Donations	1,551	1,676	2,890	-	-	-	0.00%
Total Expenditures	\$ 1,276,682	\$ 1,198,959	\$ 1,297,003	\$ 1,407,641	\$ 1,407,641	\$ 1,556,747	10.59%

FUND BALANCE SUMMARY FISCAL YEARS 2016-2017	
Beginning Fund Balance 7/1/2015	\$ 597,052
Projected FY2016 Funding Sources:	
Revenue	\$ 21,400
State & Federal	969,837
Other financing sources	250,000
	<u>1,241,237</u>
Projected FY2016 Expenditures	1,407,641
Net Change	<u>(166,404)</u>
Projected Fund Balance 6/30/2016	\$ 430,648
Projected FY2017 Funding Sources:	
Revenue	\$ 21,400
State & Federal	978,337
Other financing sources	250,000
	<u>1,249,737</u>
Projected FY2017 Expenditures	1,556,747
Net Change	<u>(307,010)</u>
Projected Fund Balance 6/30/2017	\$ 123,638

Funded FTEs	
Total Funded FTEs	22.20 22.20 22.20 22.20 22.20 22.20

Key Service Indicators	
Funded enrollment	117 117 117 117 117 117
Kindergarten preparedness	54% 50% 50% 60% 71% 60%
Home literacy learning packages	1,053 1,053 1,053 1,053 1,053 1,053

CHILDREN & FAMILY SERVICES FUND

CHILDREN & FAMILY SERVICES - REVENUES

Revenues	FY2013 Actual <u>Revenues</u>	FY2014 Actual <u>Revenues</u>	FY2015 Actual <u>Revenues</u>	FY2016 Original <u>Budget</u>	FY2016 Estimated <u>Budget</u>	FY2017 Adopted <u>Budget</u>	
CHILDREN & FAMILY SERVICES FUND							
30315	Use of Money & Property						
1010 Interest on deposits	\$ 2,408	\$ 2,243	\$ -	\$ 2,000	\$ 2,000	\$ 2,000	
Subtotal	<u>2,408</u>	<u>2,243</u>	<u>-</u>	<u>2,000</u>	<u>2,000</u>	<u>2,000</u>	
30316	Charges for Services						
6951 USDA adult meals	13,659	12,380	15,128	13,000	13,000	13,000	A
6954 USDA/CDR child meal suppl	4,000	4,000	4,000	4,000	4,000	4,000	A
Subtotal	<u>17,659</u>	<u>16,380</u>	<u>19,128</u>	<u>17,000</u>	<u>17,000</u>	<u>17,000</u>	
30318	Miscellaneous						
1060 York contribution/lease	2,400	2,400	2,400	2,400	2,400	2,400	B
3010 Pr Yr Expenditure Refund	-	-	12	-	-	-	
9090-002 Col Cap Kiwanis Donation	1,477	1,500	2,890	-	-	-	
9091 Other donations	100	1,166	-	-	-	-	
Subtotal	<u>3,977</u>	<u>5,066</u>	<u>5,302</u>	<u>2,400</u>	<u>2,400</u>	<u>2,400</u>	
30319	Recovered Costs						
2300 Health/Dental surplus	-	5,542	-	-	-	-	
Subtotal	<u>-</u>	<u>5,542</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
30333	Federal Aid & Grants						
6953 USDA federal reimbursement	74,314	71,755	74,699	73,500	73,500	80,000	C
6954 USDA fed reimb CDR	13,162	16,062	11,034	13,000	13,000	15,000	C
9000 Head Start-basic program	856,145	809,115	867,275	867,275	867,275	867,275	D
9000-212 Head Start-prior year	5,982	-	-	-	-	-	
9000-214 Head Start-prior year	-	-	1,911	-	-	-	
9020 Head Start-training grant	16,062	16,062	16,062	16,062	16,062	16,062	D
Subtotal	<u>965,665</u>	<u>912,994</u>	<u>970,981</u>	<u>969,837</u>	<u>969,837</u>	<u>978,337</u>	
30351	Transfers from Other Funds						
1010 General Fund	218,052	225,000	221,000	250,000	250,000	250,000	E
Subtotal	<u>218,052</u>	<u>225,000</u>	<u>221,000</u>	<u>250,000</u>	<u>250,000</u>	<u>250,000</u>	
Fund Total	<u>\$ 1,207,761</u>	<u>\$ 1,167,225</u>	<u>\$ 1,216,411</u>	<u>\$ 1,241,237</u>	<u>\$ 1,241,237</u>	<u>\$ 1,249,737</u>	

- A Revenue that supports the Food Service program.
- B Revenue from Child Development Resources (CDR) for office space.
- C Federal grant from the Department of Agriculture for meals and support of the Food Service program.
- D Federal grant from the Department of Health & Human Services for the Head Start and Special Training programs.
- E Transfer from the General Fund for the local share of the Head Start and USDA programs.

**Children & Family Services Fund
Fundraisers & Donations - Activity #81676**

Budget Comments - FY2017

This activity accounts for donations and fundraisers. The funds are appropriated as received.

	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Amount	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget
<u>Expenditure By Category</u>						
Fundraisers	\$ 136	\$ -	\$ -	\$ -	\$ -	\$ -
Donations	1,551	1,676	2,890	-	-	-
Total Expenditures	\$ 1,687	\$ 1,676	\$ 2,890	\$ -	\$ -	\$ -



**Children & Family Services Fund
Head Start - Activity #81677**

Mission

To develop partnerships that promote quality opportunities for children's educational readiness, at all levels of ability, and to foster success for families and staff.

Goals

- 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.

Implementation Strategies

- Provide an early childhood developmental program utilizing the centered-based, scientific measurable Teaching Strategies Curriculum providing comprehensive services that emphasizes physical well-being and motor development; personal and social development; a child's approach to learning; language development and cognition and general knowledge. Perform evaluations 3 times yearly to determine children's progress and if additional support is needed.
- Continue marketing through programs and outreach to the community to promote nurturing and attachment; knowledge of parent, child and youth development; parental resilience; social connections and concrete supports for parents.
- Support community initiatives and collaboration to increase quality services to all children.
- Continue to work with families and health care providers to develop and maintain programs that foster healthy habits for families and children.

Budget Comments - FY2017

Funding for personnel reflects a fiscal year market adjustment of 1% plus a flat rate increase effective October 1 of \$500 or \$1250, depending on length of service. Rate increases in group life, health and dental are programmed, as well as a reduction to the VRS rate. Capital funding increases are programmed for the relocation of a Headstart modular trailer at Yorktown Elementary and the purchase of a Headstart passenger bus.

	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Amount	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget
Expenditure By Category						
Personnel Services	\$ 985,441	\$ 928,346	\$ 1,023,973	\$ 1,118,577	\$ 1,118,577	\$ 1,145,898
Contractual Services	24,533	24,772	29,016	28,545	28,545	27,150
Internal Services	41,501	42,221	40,705	50,530	50,530	44,224
Other Charges	42,541	45,834	57,399	45,073	45,073	44,307
Materials & Supplies	42,600	36,307	26,935	36,145	36,145	34,150
Capital Outlay	41,926	19,393	6,944	12,900	12,900	141,972
Total Expenditures	\$ 1,178,542	\$ 1,096,873	\$ 1,184,972	\$ 1,291,770	\$ 1,291,770	\$ 1,437,701
Funded FTEs						
Management	1.00	1.00	1.00	1.00	1.00	1.00
Professional/Technical	11.70	11.70	11.70	11.70	11.70	11.70
Admin/Clerical	3.00	2.00	1.00	2.00	2.00	2.00
Instructional Aide	5.40	5.40	5.40	5.40	5.40	5.40
Trades & Crafts	1.10	1.10	1.10	1.10	1.10	1.10
Total Funded FTEs	21.20	21.20	21.20	21.20	21.20	21.20

IT'S A FACT:

Head Start is a federally funded program designed to serve eligible preschoolers through a comprehensive array of services in health, family services and education.
York County currently serves 117 preschoolers at 3 locations.



Children & Family Services Fund
 USDA Food Service - Activity #90971

Mission

To develop partnerships that promote quality opportunities for children's educational readiness, at all levels of ability, and to foster success for families and staff.

Goals

- 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.

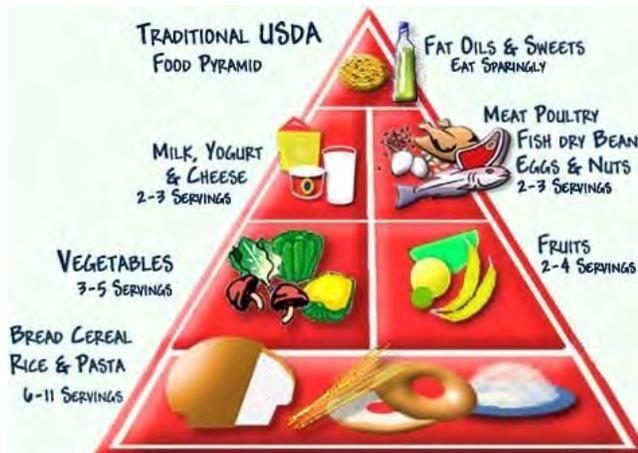
Implementation Strategies

- Provide an early childhood developmental program utilizing the centered-based, scientific measurable Teaching Strategies Curriculum providing comprehensive services that emphasizes physical well-being and motor development; personal and social development; a child's approach to learning; language development and cognition and general knowledge. Perform evaluations 3 times yearly to determine children's progress and if additional support is needed.
- Continue marketing through programs and outreach to the community to promote nurturing and attachment; knowledge of parent, child and youth development; parental resilience; social connections and concrete supports for parents.
- Support community initiatives and collaboration to increase quality services to all children.
- Continue to work with families and health care providers to develop and maintain programs that foster healthy habits for families and children.

Budget Comments - FY2017

Funding for personnel reflects a fiscal year market adjustment of 1% plus a flat rate increase effective October 1 of \$500 or \$1250, depending on length of service. Rate increases in group life, health and dental are programmed, as well as a reduction to the VRS rate.

	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Amount	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget
Expenditure By Category						
Personnel Services	\$ 35,280	\$ 36,098	\$ 39,581	\$ 40,871	\$ 40,871	\$ 42,046
Contractual Services	33,840	32,948	35,282	39,500	39,500	39,500
Materials & Supplies	27,333	31,364	34,278	35,500	35,500	37,500
Grants & Donations	-	-	-	-	-	-
Total Expenditures	\$ 96,453	\$ 100,410	\$ 109,141	\$ 115,871	\$ 115,871	\$ 119,046
Funded FTEs						
Professional/Technical	0.50	0.50	0.50	0.50	0.50	0.50
Trades & Crafts	0.50	0.50	0.50	0.50	0.50	0.50
Total Funded FTEs	1.00	1.00	1.00	1.00	1.00	1.00



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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. This is accomplished through the divisions below. Individual division details follow this summary page.

	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Amount	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget	% of Total FY2017 Funding Sources
Funding Sources							
General Property Taxes	\$ 372,308	\$ 373,726	\$ 378,691	\$ 378,000	\$ 378,000	\$ 400,603	39.84%
Other Local Taxes	699,417	682,824	651,235	668,000	668,000	605,000	60.16%
Use of Money & Property	311	334	-	-	-	-	0.00%
Total Funding Sources	\$1,072,036	\$1,056,884	\$ 1,029,926	\$ 1,046,000	\$ 1,046,000	\$ 1,005,603	100.00%

							%Change Original 2016/ Adopted 2017
Expenditure by Activity/Category							
Payments to Trustee	\$ 872,036	\$ 906,883	\$ 879,926	\$ 896,000	\$ 896,000	\$ 855,603	-4.51%
Transfers to Other Funds	200,000	150,000	150,000	150,000	150,000	152,250	1.50%
Total Expenditures	\$1,072,036	\$1,056,883	\$ 1,029,926	\$ 1,046,000	\$ 1,046,000	\$ 1,007,853	-3.65%

FUND BALANCE SUMMARY FISCAL YEARS 2016-2017			
Beginning Fund Balance 7/1/2015			\$ -
Projected FY2016 Funding Sources:			
Revenue			\$ 1,046,000
Projected FY2016 Expenditures			1,046,000
Net Change			-
Projected Fund Balance 6/30/2016			\$ -
Projected FY2017 Funding Sources:			
Revenue			\$ 1,005,603
Projected FY2017 Expenditures			1,007,853
Net Change			(2,250)
Projected Fund Balance 6/30/2017			\$ (2,250)

Key Service Indicators						
Number of businesses	5	5	5	5	5	4

COMMUNITY DEVELOPMENT AUTHORITY REVENUE ACCOUNT FUND

COMMUNITY DEVELOPMENT AUTHORITY REVENUE ACCOUNT - REVENUES

Revenues	FY2013 Actual Revenues	FY2014 Actual Revenues	FY2015 Actual Revenues	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget	
COMMUNITY DEVELOPMENT AUTHORITY REVENUE ACCOUNT FUND							
30311	General Property Taxes						
1010 Incremental real estate taxes	\$ 114,418	\$ 117,983	\$ 130,603	\$ 130,000	\$ 130,000	\$ 130,603	A
3010 Incremental pers prop taxes	103,896	104,029	99,136	98,000	98,000	70,000	A
9010 Special assessment	150,000	150,000	148,952	150,000	150,000	200,000	A
9010-001 Special assessment penalty	2,159	1,570	-	-	-	-	
9010-002 Special assessment interest	1,835	144	-	-	-	-	
Subtotal	<u>372,308</u>	<u>373,726</u>	<u>378,691</u>	<u>378,000</u>	<u>378,000</u>	<u>400,603</u>	
30312	Other Local Taxes						
1000 Incremental local sales tax	563,723	547,843	521,844	532,000	532,000	475,000	A
1200 Incremental meals tax	10,526	9,703	9,781	11,000	11,000	10,000	A
3010 Incremental occup licenses	125,168	125,278	119,610	125,000	125,000	120,000	A
Subtotal	<u>699,417</u>	<u>682,824</u>	<u>651,235</u>	<u>668,000</u>	<u>668,000</u>	<u>605,000</u>	
30315	Use of Money & Property						
1010 Interest	311	334	-	-	-	-	A
Subtotal	<u>311</u>	<u>334</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
Fund Total	<u>\$ 1,072,036</u>	<u>\$ 1,056,884</u>	<u>\$ 1,029,926</u>	<u>\$ 1,046,000</u>	<u>\$ 1,046,000</u>	<u>\$ 1,005,603</u>	

A Pursuant to a Memorandum of Understanding, incremental taxes (less a payment to the County for services related to the project area) and a Special Assessment are collected by the County and provided to the Trustee of the Marquis CDA to be used for debt service on the bonds and administrative expenses.

COMMUNITY DEVELOPMENT AUTHORITY REVENUE ACCOUNT FUND
PAYMENTS TO TRUSTEE AND TRANSFERS TO OTHER FUNDS

Community Development Authority Revenue Account
Payments to Trustee and Transfers to Other Funds - Activity #63000 & 90912

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.

Budget Comments - FY2017

Funding reflects payments of incremental tax revenues to be made to the County for services rendered related to the project and to the Authority's trustee for debt service on the bonds and administrative expenses.

	FY2013 Actual <u>Amount</u>	FY2014 Actual <u>Amount</u>	FY2015 Actual <u>Amount</u>	FY2016 Original <u>Budget</u>	FY2016 Estimated <u>Budget</u>	FY2017 Adopted <u>Budget</u>
Expenditure By Category						
Payments to Trustee	\$ 872,036	\$ 906,883	\$ 879,926	\$ 896,000	\$ 896,000	\$ 855,603
Transfers to Other Funds	200,000	150,000	150,000	150,000	150,000	152,250
Total Expenditures	<u>\$ 1,072,036</u>	<u>\$ 1,056,883</u>	<u>\$ 1,029,926</u>	<u>\$ 1,046,000</u>	<u>\$ 1,046,000</u>	<u>\$ 1,007,853</u>



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**COUNTY DEBT SERVICE
FUND 80**

This fund accounts for the issuance and repayment of debt for the County's public buildings, facilities and equipment. This is accomplished through the divisions below. Individual division details follow this summary page.

**COUNTY OF YORK, VIRGINIA
COUNTY DEBT SERVICE - FUND 80**

	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Amount	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget	% of Total FY2017 Funding Sources
Funding Sources							
Use of Money & Property	\$ 10	\$ 10	\$ 10	\$ -	\$ -	\$ -	0.00%
Refunding Bond Receipts	-	10,692,791	-	-	-	-	0.00%
Transfers from Other Funds	2,694,906	2,685,753	2,582,624	2,756,819	2,756,819	3,141,119	100.00%
Total Funding Sources	\$ 2,694,916	\$ 13,378,554	\$ 2,582,634	\$ 2,756,819	\$ 2,756,819	\$ 3,141,119	100.00%
Expenditure by Activity							
Lease Revenue Bonds:							
Emergency Communication System/Building	\$ 735,178	\$ 838,269	\$ 886,850	\$ 885,650	\$ 885,650	\$ 1,293,550	46.06%
Yorktown Revitalization	558,922	640,266	-	-	-	-	0.00%
Sports Field Complex	1,375,963	1,375,050	1,375,362	1,370,425	1,370,425	1,371,679	0.09%
Capital Leases:							
Customer Premise Equip/Computer Aided Dispatch	-	-	295,569	475,890	475,890	475,890	0.00%
Fire Station Signaling Equipment	24,853	24,853	24,853	24,854	24,854	-	-100.00%
Payoff of Refunded Debt:							
Capital Project Funds	-	10,500,116	-	-	-	-	0.00%
Total Expenditures	\$ 2,694,916	\$ 13,378,554	\$ 2,582,634	\$ 2,756,819	\$ 2,756,819	\$ 3,141,119	13.94%
Expenditure by Category							
Principal	\$ 1,451,367	\$ 1,582,190	\$ 1,418,551	\$ 1,637,042	\$ 1,637,042	\$ 2,087,381	27.51%
Interest	1,241,049	1,105,529	1,161,583	1,116,277	1,116,277	1,050,238	-5.92%
Other debt service	2,500	190,719	2,500	3,500	3,500	3,500	0.00%
Payoff of Refunded Debt	-	10,500,116	-	-	-	-	0.00%
Total Expenditures	\$ 2,694,916	\$ 13,378,554	\$ 2,582,634	\$ 2,756,819	\$ 2,756,819	\$ 3,141,119	13.94%

FUND BALANCE SUMMARY FISCAL YEARS 2016-2017	
Beginning Fund Balance 7/1/2015	\$ -
Projected FY2016 Funding Sources:	
Other financing sources	\$ 2,756,819
Projected FY2016 Expenditures	2,756,819
Net Change	-
Projected Fund Balance 6/30/2016	\$ -
Projected FY2017 Funding Sources:	
Other financing sources	\$ 3,141,119
Projected FY2017 Expenditures	3,141,119
Net Change	-
Projected Fund Balance 6/30/2017	\$ -

Key Service Indicators	
Outstanding principal	\$ 28,620,411 \$ 26,558,221 \$ 25,139,670 \$ 23,502,628 \$ 23,502,628 \$ 21,415,247

COUNTY DEBT SERVICE FUND
COUNTY DEBT SERVICE - REVENUES

Revenues	FY2013 Actual <u>Revenues</u>	FY2014 Actual <u>Revenues</u>	FY2015 Actual <u>Revenues</u>	FY2016 Original <u>Budget</u>	FY2016 Estimated <u>Budget</u>	FY2017 Adopted <u>Budget</u>
COUNTY DEBT SERVICE FUND						
30315 Use of Money & Property						
1014 Interest \$17.380 escrow	\$ 10	\$ 10	\$ 10	\$ -	\$ -	\$ -
Subtotal	<u>10</u>	<u>10</u>	<u>10</u>	<u>-</u>	<u>-</u>	<u>-</u>
30341 Refunding Bond Receipts						
4000 Refunding Bond Proceeds	-	9,865,000	-	-	-	-
4001 Premium	-	827,791	-	-	-	-
Subtotal	<u>-</u>	<u>10,692,791</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
30351 Transfers from Other Funds						
1008 Tourism Fund	558,922	559,332	455,078	-	-	- A
1010 General Fund	2,135,984	2,126,421	2,127,546	2,756,819	2,756,819	3,141,119 B
Subtotal	<u>2,694,906</u>	<u>2,685,753</u>	<u>2,582,624</u>	<u>2,756,819</u>	<u>2,756,819</u>	<u>3,141,119</u>
Fund Total	<u>\$ 2,694,916</u>	<u>\$ 13,378,554</u>	<u>\$ 2,582,634</u>	<u>\$ 2,756,819</u>	<u>\$ 2,756,819</u>	<u>\$ 3,141,119</u>

A Transfer from the Tourism Fund for debt service payments.
 B Transfer from the General Fund for debt service payments.

County Debt Service Fund
 County Debt Service Activities

Budget Comments - FY2017

There are no new borrowings planned.

	FY2013	FY2014	FY2015	FY2016	FY2016	FY2017
	Actual	Actual	Actual	Original	Estimated	Adopted
	Amount	Amount	Amount	Budget	Budget	Budget
Expenditure By Category						
Principal	\$ 1,451,367	\$ 1,582,190	\$ 1,418,551	\$ 1,637,042	\$ 1,637,042	\$ 2,087,381
Interest	1,241,049	1,105,529	1,161,583	1,116,277	1,116,277	1,050,238
Other Debt Service	2,500	190,720	2,500	3,500	3,500	3,500
Payoff of Refunded Debt	-	10,500,116	-	-	-	-
Total Expenditures	\$ 2,694,916	\$ 13,378,555	\$ 2,582,634	\$ 2,756,819	\$ 2,756,819	\$ 3,141,119

IT'S A FACT:
 York County's debt per capita is \$1,488, a 5 year low!



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**SCHOOL DEBT SERVICE
FUND 81**

This fund accounts for the issuance and repayment of debt for the construction and maintenance of educational facilities. This is accomplished through the divisions below. Individual division details follow this summary page.

**COUNTY OF YORK, VIRGINIA
SCHOOL DEBT SERVICE - FUND 81**

	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Amount	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget	% of Total FY2017 Funding Sources
Funding Sources							
Miscellaneous	\$ -	\$ 745,145	\$ -	\$ -	\$ -	\$ -	0.00%
State Aid & Grants	-	-	16,299	18,050	18,050	22,500	0.15%
Federal Aid & Grants	56,885	55,190	55,131	55,130	55,130	55,428	0.36%
Bond Proceeds	-	-	9,504,672	22,000,000	12,480,000	8,714,000	56.58%
School Support	505,421	480,592	109,559	111,741	111,741	109,427	0.71%
Transfers from Other Funds	7,114,875	6,740,090	7,429,767	5,960,666	6,222,666	6,498,644	42.20%
Total Funding Sources	\$ 7,677,181	\$ 8,021,017	\$ 17,115,428	\$ 28,145,587	\$ 18,887,587	\$ 15,399,999	100.00%

	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Amount	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget	%Change Original 2016/ Adopted 2017
Expenditure by Activity							
General Obligation Bonds:							
Grafton High/Middle Complex Phase I	\$ 22,250	\$ 25,625	\$ -	\$ -	\$ -	\$ -	0.00%
Tabb High/Grafton Bethel/Dare/Magrunder/Waller Mill	1,211,961	1,213,796	1,212,626	1,213,677	1,213,677	1,216,596	0.24%
Refunding/Grafton Complex	2,063,500	2,074,875	2,085,875	-	-	-	0.00%
Bruton High	599,449	602,165	602,580	601,925	601,925	600,250	-0.28%
Queens Lake Middle	307,297	308,372	308,989	309,043	309,043	308,325	-0.23%
York High/School Board Office	1,172,233	1,173,942	1,172,672	1,173,120	1,173,120	1,171,783	-0.11%
York Middle/New Horizons	843,699	846,131	842,466	843,054	843,054	841,467	-0.19%
Dare/Magrunder/Yorktown Elementary	433,518	435,998	432,745	434,135	434,135	433,990	-0.03%
Dare/Mt Vernon/Tabb High	294,375	294,013	293,535	293,143	293,143	297,203	1.38%
QSCB Grafton Bethel	124,472	124,472	124,472	125,472	125,472	125,472	0.00%
Coventry/Grafton Bethel/New Horizons/Tabb Elem/Grafton Complex	210,899	526,783	525,596	522,808	522,808	526,964	0.79%
York Middle/Kitchen Equipment (5 Schools)/ Grafton Complex/Seaford Elem/Grafton Bethel/Magrunder Elem/Bruton High/Tabb High/Mt Vernon/Tabb Middle	-	1,320	26,522	629,210	629,210	629,949	0.12%
Waller Mill / Magrunder Elementary	-	-	-	-	262,000	351,000	100.00%
Yorktown / Bethel Manor Elementary	-	-	-	-	-	183,000	100.00%
Refunding Notes:							
VRS Refinancing	393,528	393,525	-	-	-	-	0.00%
Transfers to Other Funds:							
School Capital Fund	-	-	9,487,350	22,000,000	12,480,000	8,714,000	-60.39%
Total Expenditures	\$ 7,677,181	\$ 8,021,017	\$ 17,115,428	\$ 28,145,587	\$ 18,887,587	\$ 15,399,999	-45.28%

	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Amount	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget	%Change Original 2016/ Adopted 2017
Expenditure by Category							
Principal	\$ 5,066,653	\$ 5,572,741	\$ 5,430,000	\$ 3,755,000	\$ 3,755,000	\$ 4,020,000	7.06%
Interest	2,605,578	2,442,506	2,166,706	2,382,687	2,382,687	2,474,549	3.86%
Other debt service	4,950	5,770	5,550	7,900	7,900	8,450	6.96%
Issue costs	-	-	8,500	-	262,000	183,000	100.00%
Underwriter discount	-	-	17,322	-	-	-	0.00%
Transfers To Other Funds	-	-	9,487,350	22,000,000	12,480,000	8,714,000	-60.39%
Total Expenditures	\$ 7,677,181	\$ 8,021,017	\$ 17,115,428	\$ 28,145,587	\$ 18,887,587	\$ 15,399,999	-45.28%

FUND BALANCE SUMMARY FISCAL YEARS 2016-2017	
Beginning Fund Balance 7/1/2015	\$ -
Projected FY2016 Funding Sources:	
Local	\$ -
State & Federal	73,180
Other financing sources	18,814,407
	18,887,587
Projected FY2016 Expenditures	18,887,587
Net Change	-
Projected Fund Balance 6/30/2016	\$ -
Projected FY2017 Funding Sources:	
Local	\$ -
State and Federal	77,928
Other financing sources	15,322,071
	15,399,999
Projected FY2017 Expenditures	15,399,999
Net Change	-
Projected Fund Balance 6/30/2017	\$ -

Key Service Indicators	
Outstanding principal	\$ 53,342,740 \$ 47,770,000 \$ 50,870,000 \$ 69,115,000 \$ 59,595,000 \$ 64,289,000

SCHOOL DEBT SERVICE FUND

SCHOOL DEBT SERVICE - REVENUES

Revenues		FY2013 Actual Revenues	FY2014 Actual Revenues	FY2015 Actual Revenues	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget
SCHOOL DEBT SERVICE FUND							
30318	Miscellaneous						
9090	Miscellaneous local	\$ -	\$ 745,145	\$ -	\$ -	\$ -	\$ -
	Subtotal	<u>-</u>	<u>745,145</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
30324	State Aid & Grants						
9120-002	VPSA Interest/Refinancing-Series 2008B	-	-	16,299	18,050	18,050	22,500 A
	Subtotal	<u>-</u>	<u>-</u>	<u>16,299</u>	<u>18,050</u>	<u>18,050</u>	<u>22,500</u>
30333	Federal Aid & Grants						
1001-300	Qual School Const Bonds Tax Credit	56,885	55,190	55,131	55,130	55,130	55,428 B
	Subtotal	<u>56,885</u>	<u>55,190</u>	<u>55,131</u>	<u>55,130</u>	<u>55,130</u>	<u>55,428</u>
30341	Bond Proceeds						
4016	VPSA Bonds	-	-	8,530,000	22,000,000	12,480,000	8,714,000
4017	VPSA Premium	-	-	974,672	-	-	-
	Subtotal	<u>-</u>	<u>-</u>	<u>9,504,672</u>	<u>22,000,000</u>	<u>12,480,000</u>	<u>8,714,000</u>
30351	Transfers from Other Funds						
1010	General Fund	7,114,875	6,740,090	7,429,767	5,960,666	6,222,666	6,498,644 C
1050	School Operating Fund-VRS Debt	393,528	393,525	-	-	-	-
1050-002	School Operating Fund-New Horizons	111,893	87,067	109,559	111,741	111,741	109,427 D
	Subtotal	<u>7,620,296</u>	<u>7,220,682</u>	<u>7,539,326</u>	<u>6,072,407</u>	<u>6,334,407</u>	<u>6,608,071</u>
	Fund Total	<u>\$ 7,677,181</u>	<u>\$ 8,021,017</u>	<u>\$ 17,115,428</u>	<u>\$ 28,145,587</u>	<u>\$ 18,887,587</u>	<u>\$ 15,399,999</u>

- A Credit on VPSA Refunding Bonds
- B Federal support for the Qualified School Construction Bonds issued for the Grafton Bethel project.
- C Transfer from the General Fund for debt service payments.
- D Transfer from the School Division for debt service payments.

School Debt Service Fund
School Debt Service Activities

Budget Comments - FY2017

A spring 2017 borrowing is planned.

	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Amount	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget
Expenditure By Category						
Principal	\$ 5,066,653	\$ 5,572,741	\$ 5,430,000	\$ 3,755,000	\$ 3,755,000	\$ 4,020,000
Interest	2,605,578	2,442,506	2,166,706	2,382,687	2,382,687	2,474,549
Other debt service	4,950	5,770	5,550	7,900	7,900	8,450
Issue costs	-	-	8,500	-	262,000	183,000
Underwriter discount	-	-	17,322	-	-	-
Transfers to Other Funds	-	-	9,487,350	22,000,000	12,480,000	8,714,000
Total Expenditures	\$ 7,677,181	\$ 8,021,017	\$ 17,115,428	\$ 28,145,587	\$ 18,887,587	\$ 15,399,999



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**STORMWATER MANAGEMENT
FUND 26**

This fund accounts for the revenue and expenditures for stormwater projects. This is accomplished through the division below.

**COUNTY OF YORK, VIRGINIA
STORMWATER MANAGEMENT - FUND 26**

	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Amount	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget	% of Total FY2017 Funding Sources
Funding Sources							
Use of Money & Property	\$ 4,194	\$ 8,852	\$ -	\$ -	\$ -	\$ 5,000	0.34%
Charges for Services	39,175	4,279	3,004	28,000	28,000	28,000	1.93%
State Aid & Grants	1,036,879	462,540	8,290	400,000	400,000	575,000	39.58%
Federal Aid & Grants	2,005	-	510,182	406,250	406,250	-	0.00%
Transfers from Other Funds	931,514	712,177	1,130,426	731,400	731,400	844,750	58.15%
Total Funding Sources	\$ 2,013,767	\$ 1,187,848	\$ 1,651,902	\$ 1,565,650	\$ 1,565,650	\$ 1,452,750	100.00%

							%Change Original 2016/ Adopted 2017
Expenditure by Activity/Category							
Contractual Services	\$ 13,792	\$ 13,574	\$ 12,887	\$ 9,876	\$ 11,668	\$ 11,668	18.14%
Capital Projects	683,088	534,722	2,342,892	1,707,514	1,707,514	878,000	-48.58%
Total Expenditures	\$ 696,880	\$ 548,296	\$ 2,355,779	\$ 1,717,390	\$ 1,719,182	\$ 889,668	-48.20%

FUND BALANCE SUMMARY FISCAL YEARS 2016-2017	
Beginning Fund Balance 7/1/2015	\$ 2,117,431
Projected FY2016 Funding Sources:	
Revenue	\$ 28,000
State & Federal	806,250
Other financing sources	731,400
	<u>1,565,650</u>
Projected FY2016 Expenditures	<u>1,719,182</u>
Net Change	<u>(153,532)</u>
Projected Fund Balance 6/30/2016	\$ 1,963,899
Projected FY2017 Funding Sources:	
Revenue	\$ 33,000
State & Federal	575,000
Other financing sources	844,750
	<u>1,452,750</u>
Projected FY2017 Expenditures	<u>889,668</u>
Net Change	<u>563,082</u>
Projected Fund Balance 6/30/2017	\$ 2,526,981

Key Service Indicators	
Number of projects	6 5 6 2 3 4

STORMWATER MANAGEMENT FUND
STORMWATER MANAGEMENT - REVENUES

Revenues	FY2013 Actual Revenues	FY2014 Actual Revenues	FY2015 Actual Revenues	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget	
STORMWATER MANAGEMENT FUND							
30315	Use of Money & Property						
1010 Interest on deposits	\$ 4,194	\$ 8,852	\$ -	\$ -	\$ -	\$ 5,000	
Subtotal	4,194	8,852	-	-	-	5,000	
30316	Charges for Services						
5550 Maint-stormwater Lowe's/Wal-mart	5,475	1,700	1,700	1,000	1,000	1,000	A
5550-001 Long-term Lowe's/Wal-mart	-	-	-	7,000	7,000	7,000	A
5551 Maint-stormwater BMP3 Inter Cntr	25,800	1,654	1,200	3,000	3,000	3,000	A
5551-001 Long-term BMP3 Inter Cntr	-	-	-	7,000	7,000	7,000	A
5552 Maint-stormwater BMP3A Inter Cntr	7,900	925	925	3,000	3,000	3,000	A
5552-001 Long-term BMP3A Inter Cntr	-	-	-	7,000	7,000	7,000	A
5890 Bad Debt	-	-	(821)	-	-	-	
Subtotal	39,175	4,279	3,004	28,000	28,000	28,000	
30318	Local Miscellaneous						
9090 Miscellaneous	-	50	-	-	-	-	
Subtotal	-	50	-	-	-	-	
30324	State Aid & Grants						
8745-001 VDOT Brandywine Phase II & III	-	462,540	-	-	-	-	B
8745-002 VDOT Moore's Creek Phase IIB	674,456	-	-	-	-	-	B
8745-003 VDOT Edgehill North	358,630	-	8,290	-	-	-	B
8745-004 VDOT Cook Road/Falcon Road	3,793	-	-	-	-	-	B
8745-006 VDOT Wormley Creek	-	-	-	400,000	400,000	-	B
8745 VDOT Revenue Sharing	-	-	-	-	-	200,000	
9503 State SW Local Assistance Fund (DEQ)	-	-	-	-	-	375,000	
Subtotal	1,036,879	462,540	8,290	400,000	400,000	575,000	
30333	Federal Aid & Grants						
9547 Grant #666 NOAA Dare Elem	2,005	-	-	-	-	-	
9500 DEQ SLAF Grant Cook	-	-	149,702	-	-	-	
9501 DEQ SLAF Grant Dare	-	-	360,480	-	-	-	
9502 DEQ Wormley Creek	-	-	-	406,250	406,250	-	
Subtotal	2,005	-	510,182	406,250	406,250	-	
30351	Transfers from Other Funds						
1010 General Fund (CIP)	150,000	150,000	150,000	150,000	150,000	200,000	C
1010-001 General Fund (Meals Tax)	555,248	562,177	580,426	581,400	581,400	444,750	D
1050 School Fund	26,265	-	-	-	-	-	
1079 County Capital Fund (Rev Share)	200,000	-	-	-	-	200,000	
1079-006 County Capital Fund - Wormley Creek	-	-	400,000	-	-	-	
Subtotal	931,513	712,177	1,130,426	731,400	731,400	844,750	
Fund Total	\$ 2,013,766	\$ 1,187,898	\$ 1,651,902	\$ 1,565,650	\$ 1,565,650	\$ 1,452,750	

- A Revenue from property owners for maintenance performed at the stormwater ponds.
- B State reimbursement for stormwater projects that qualify for revenue sharing support.
- C Transfer from the General Fund for support of minor drainage projects.
- D Transfer from the General Fund of a portion of the meals tax to support stormwater projects.

Stormwater Management Fund
Capital Projects - Activity #90912

Budget Comments - FY2017

Funding is provided for minor drainage projects, payment for services to HRPDC, maintenance of the Lowe's and International Center stormwater ponds (supported by revenue from the property owners) and capital equipment. Planned projects include Poquoson River Headwaters and Greensprings/Mershon.

	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Amount	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget
Expenditure By Category						
Contractual Services	\$ 13,792	\$ 13,574	\$ 12,887	\$ 9,876	\$ 11,668	\$ 11,668
Capital Projects	683,088	534,722	2,308,031	1,707,514	1,707,514	878,000
Total Expenditures	\$ 696,880	\$ 548,296	\$ 2,320,918	\$ 1,717,390	\$ 1,719,182	\$ 889,668



Coventry Boulevard before and after construction

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**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. This is accomplished through the divisions below. Individual division details follow this summary page.

**COUNTY OF YORK, VIRGINIA
YORKTOWN CAPITAL IMPROVEMENTS - FUND 78**

	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Amount	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget	% of Total FY2017 Funding Sources
Funding Sources							
Use of Money & Property	\$ 10,766	\$ 7,126	\$ 6,280	\$ -	\$ -	\$ -	0.00%
Miscellaneous	872	-	-	-	-	-	0.00%
Non-Revenue Receipts	60,840	-	-	-	-	-	0.00%
Transfers from Other Funds	100,000	426,000	208,992	200,000	200,000	300,000	100.00%
Total Funding Sources	\$ 172,478	\$ 433,126	\$ 215,272	\$ 200,000	\$ 200,000	\$ 300,000	100.00%

						%Change Original 2016/ Adopted 2017
Expenditure by Activity/Category						
Capital Projects	\$ 22,392	\$ -	\$ -	\$ -	\$ 248,264	\$ - 0.00%
Total Expenditures	\$ 22,392	\$ -	\$ -	\$ -	\$ 248,264	\$ - 0.00%

FUND BALANCE SUMMARY FISCAL YEARS 2016-2017	
Beginning Fund Balance 7/1/2015	\$ (6,637,510)
Projected FY2016 Funding Sources:	
Other financing sources	\$ 200,000
Projected FY2016 Expenditures	248,264
Net Change	<u>(48,264)</u>
Projected Fund Balance 6/30/2016	\$ (6,685,774)
Projected FY2017 Funding Sources:	
Other financing sources	\$ 300,000
Projected FY2017 Expenditures	-
Net Change	<u>300,000</u>
Projected Fund Balance 6/30/2017	\$ (6,385,774)

Key Service Indicators	
Number of projects	1 - - - 3 -

YORKTOWN CAPITAL IMPROVEMENTS FUND
YORKTOWN CAPITAL IMPROVEMENTS - REVENUES

Revenues	FY2013 Actual <u>Revenues</u>	FY2014 Actual <u>Revenues</u>	FY2015 Actual <u>Revenues</u>	FY2016 Original <u>Budget</u>	FY2016 Estimated <u>Budget</u>	FY2017 Adopted <u>Budget</u>
YORKTOWN CAPITAL IMPROVEMENTS FUND						
30315 Use of Money & Property						
1010 Interest on deposits	\$ 1,094	\$ 846	\$ -	\$ -	\$ -	\$ -
1406 Note receivable interest-restaurant	<u>9,672</u>	<u>6,280</u>	<u>6,280</u>	-	-	-
Subtotal	<u>10,766</u>	<u>7,126</u>	<u>6,280</u>	-	-	-
30318 Miscellaneous						
3010 Prior year expenditure refund	<u>872</u>	-	-	-	-	-
Subtotal	<u>872</u>	-	-	-	-	-
30341 Non-Revenue Receipts						
1016 LP dissolution-Freight Shed	<u>60,840</u>	-	-	-	-	-
Subtotal	<u>60,840</u>	-	-	-	-	-
30351 Transfers from Other Funds						
1008 Tourism Fund	<u>100,000</u>	<u>426,000</u>	<u>208,992</u>	<u>200,000</u>	<u>200,000</u>	<u>300,000</u> A
Subtotal	<u>100,000</u>	<u>426,000</u>	<u>208,992</u>	<u>200,000</u>	<u>200,000</u>	<u>300,000</u>
Fund Total	<u>\$ 172,478</u>	<u>\$ 433,126</u>	<u>\$ 215,272</u>	<u>\$ 200,000</u>	<u>\$ 200,000</u>	<u>\$ 300,000</u>

A Transfer from the Tourism Fund for repayment toward an interfund loan.

Yorktown Capital Improvements Fund
Capital Projects - Activity #78000

Budget Comments - FY2017

There are no new projects planned.

	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Amount	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget
<u>Expenditure By Category</u>						
Capital Projects	\$ 22,392	\$ -	\$ -	\$ -	\$ 248,264	\$ -
Total Expenditures	\$ 22,392	\$ -	\$ -	\$ -	\$ 248,264	\$ -

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**COUNTY CAPITAL
FUND 79**

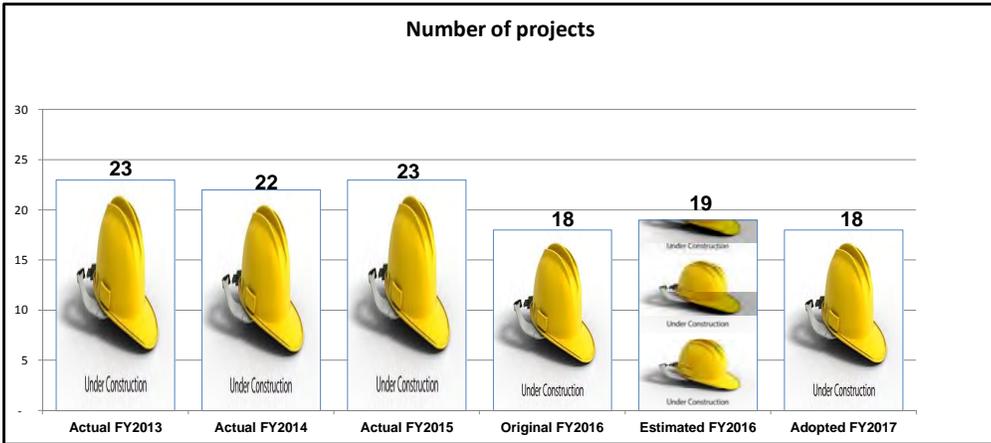
This fund accounts for the revenues and expenditures relating to the County's capital improvement program. This is accomplished through the divisions below. Individual division details follow this summary page. Water, sewer and stormwater projects are accounted for in those respective funds.

**COUNTY OF YORK, VIRGINIA
COUNTY CAPITAL - FUND 79**

	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Amount	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget	% of Total FY2017 Funding Sources
Funding Sources							
Use of Money & Property	\$ 49,105	\$ 48,903	\$ 30,613	\$ 40,000	\$ 40,000	\$ 12,000	0.77%
Miscellaneous	4,243	2,365	1,594	-	-	796,500	51.35%
Recovered Costs	57,671	89,392	157,810	100,123	122,806	67,587	4.36%
State Aid & Commonwealth Grants	-	137,542	45,727	-	67,528	-	0.00%
Federal Aid & Grants	561,379	-	23,831	-	1,149,677	-	0.00%
Non-Revenue Receipts	-	1,890	-	-	-	-	0.00%
School Support	2,930	39,833	-	-	-	-	0.00%
Transfers from Other Funds	6,423,985	1,682,382	3,313,532	475,095	10,299,550	675,000	43.52%
Total Funding Sources	\$ 7,099,313	\$ 2,002,307	\$ 3,573,107	\$ 615,218	\$ 11,679,561	\$ 1,551,087	100.00%

							%Change Original 2016/ Adopted 2017
Expenditure by Activity/Category							
Capital Projects	\$ 1,870,554	\$ 6,804,772	\$ 4,393,188	\$ 4,902,504	\$ 15,831,360	\$ 5,825,000	18.82%
Transfers to Other Funds	200,000	333,574	400,000	-	-	1,746,500	100.00%
Total Expenditures	\$ 2,070,554	\$ 7,138,346	\$ 4,793,188	\$ 4,902,504	\$ 15,831,360	\$ 7,571,500	54.44%

FUND BALANCE SUMMARY FISCAL YEARS 2016-2017	
Beginning Fund Balance 7/1/2015	\$ 12,666,554
Projected FY2016 Funding Sources:	
Revenue	\$ 162,806
State & Federal	1,217,205
Other financing sources	10,299,550
	11,679,561
Projected FY2016 Expenditures	15,831,360
Net Change	(4,151,799)
Projected Fund Balance 6/30/2016	\$ 8,514,755
Projected FY2017 Funding Sources:	
Revenue	\$ 876,087
Other financing sources	675,000
	1,551,087
Projected FY2017 Expenditures	7,571,500
Net Change	(6,020,413)
Projected Fund Balance 6/30/2017	\$ 2,494,342



COUNTY CAPITAL FUND - REVENUES

Revenues	FY2013 Actual Revenues	FY2014 Actual Revenues	FY2015 Actual Revenues	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget	
COUNTY CAPITAL FUND							
30315	Use of Money & Property						
1010 Interest on deposits	\$ 49,105	\$ 48,903	\$ 30,613	\$ 40,000	\$ 40,000	\$ 12,000	
Subtotal	<u>49,105</u>	<u>48,903</u>	<u>30,613</u>	<u>40,000</u>	<u>40,000</u>	<u>12,000</u>	
30318	Miscellaneous						
3010 Prior year expenditure refund	-	1,028	-	-	-	-	
8146 HRMMRS truck/trailer equipment	4,243	1,217	-	-	-	-	
9090 Miscellaneous local	-	120	5	-	-	-	
9091 Proffers	-	-	-	-	-	796,500	
9505 Property Owner Match	-	-	1,589	-	-	-	
Subtotal	<u>4,243</u>	<u>2,365</u>	<u>1,594</u>	<u>-</u>	<u>-</u>	<u>796,500</u>	
30319	Recovered Costs						
0410 Williamsburg E911 expansion	45,000	45,000	45,000	45,000	45,000	45,000	A
1510 Poquoson-Courthouse Share	12,671	32,392	112,810	55,123	77,806	22,587	B
9191-213 Williamsburg MDT set up	-	12,000	-	-	-	-	
Subtotal	<u>57,671</u>	<u>89,392</u>	<u>157,810</u>	<u>100,123</u>	<u>122,806</u>	<u>67,587</u>	
30324	State Aid & Grants						
8745-018 VDOT Rev Dogwood Road	-	7,499	35,643	-	-	-	
8745-025 VDOT Rev Cook Road	-	5,322	705	-	-	-	
8745-026 VDOT Rev Rochambeau	-	721	3,024	-	13,297	-	
9503-213 911 Pilot Program (VITA)	-	124,000	-	-	-	-	
Subtotal	<u>-</u>	<u>137,542</u>	<u>39,372</u>	<u>-</u>	<u>13,297</u>	<u>-</u>	
30326	Commonwealth Grants						
9505 State VDEM Mitigation Grant	-	-	6,355	-	54,231	-	
Subtotal	<u>-</u>	<u>-</u>	<u>6,355</u>	<u>-</u>	<u>54,231</u>	<u>-</u>	
30333	Federal Aid & Grants						
8080 FEMA exhaust removal system	38,581	-	-	-	-	-	
8501 2009 SHSP Hazmat Grant #5	199,950	-	-	-	-	-	
8530 2010 F&R Boat Grant #576	319,984	-	-	-	-	-	
8745/95-300-003 ARRA VDOT projects	2,864	-	-	-	-	-	
9505 Federal VDEM Mitigation Grant	-	-	23,831	-	1,149,677	-	
Subtotal	<u>561,379</u>	<u>-</u>	<u>23,831</u>	<u>-</u>	<u>1,149,677</u>	<u>-</u>	
30341	Non-Revenue Receipts						
1010 Insurance recoveries	-	1,890	-	-	-	-	
Subtotal	<u>-</u>	<u>1,890</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
30351	Transfers from Other Funds						
1010 General Fund	737,597	1,112,382	200,000	475,095	475,095	675,000	C
1011 Carryover Fund	5,686,388	570,000	3,113,532	-	5,718,619	-	
1016 School Operating Fund-Video Services	2,930	39,833	-	-	-	-	
1070 School Construction Fund	-	-	-	-	4,105,836	-	
Subtotal	<u>6,426,915</u>	<u>1,722,215</u>	<u>3,313,532</u>	<u>475,095</u>	<u>10,299,550</u>	<u>675,000</u>	
Fund Total	\$ 7,099,313	\$ 2,002,307	\$ 3,573,107	\$ 615,218	\$ 11,679,561	\$ 1,551,087	

- A Payment on Note Receivable from the City of Williamsburg related to the capital costs for the expansion of the E911 Center, as a result of the merger.
- B Payment from the City of Poquoson to reimburse for 19.9% of the capital costs related to York-Poquoson shared courthouse.
- C Transfer from the General Fund to support pay-go projects.

County Capital Fund
Capital Projects

Budget Comments - FY2017

Funding is provided for the following: Transportation improvements (\$400,000); miscellaneous capital projects (\$200,000); Grafton Fire Station replacement (\$2,000,000); Public Safety equipment (\$125,000); Emergency Communications Regional Radio Project (\$500,000); Sheriff's Office firing range (\$250,000); Carver Gardens - Water General Fund Portion (\$1,200,000); work management software (\$460,000); Old Wormley Creek Boat Landing (\$95,000); tennis/basketball court repair (\$30,000); roof repair/replacement (\$600,000); HVAC replacement (\$200,000); parking lot repair (\$30,000); building maintenance/repair (\$275,000); disability compliance (\$40,000); major grounds maintenance/repair (\$35,000); grounds machinery/equipment replacement (\$135,000).

	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Amount	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget
Expenditure By Category						
Capital Projects	\$ 1,870,554	\$ 6,804,772	\$ 4,393,188	\$ 4,902,504	\$ 15,831,360	\$ 5,825,000
Transfers to Other Funds	200,000	333,574	400,000	-	-	1,746,500
Total Expenditures	<u>\$ 2,070,554</u>	<u>\$ 7,138,346</u>	<u>\$ 4,793,188</u>	<u>\$ 4,902,504</u>	<u>\$ 15,831,360</u>	<u>\$ 7,571,500</u>



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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. This is accomplished through the division below. Individual division details follow this summary page.

**COUNTY OF YORK, VIRGINIA
WORKERS' COMPENSATION - FUND 6**

	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Amount	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget	% of Total FY2017 Funding Sources
Funding Sources							
Use of Money & Property	\$ 6,795	\$ 6,786	\$ -	\$ -	\$ -	\$ -	0.00%
Miscellaneous	846	4,100	5,424	-	-	-	0.00%
Transfers from Other Funds	254,800	254,800	255,800	255,800	255,800	255,800	100.00%
Total Funding Sources	\$ 262,441	\$ 265,686	\$ 261,224	\$ 255,800	\$ 255,800	\$ 255,800	100.00%

							%Change Original 2016/ Adopted 2017
Expenditure by Activity/Category							
Administration Costs	\$ 59,565	\$ 63,139	\$ 66,461	\$ 72,000	\$ 72,000	\$ 79,000	9.72%
Claims	95,787	235,424	435,810	183,800	183,800	176,800	-3.81%
Total Expenditures	\$ 155,352	\$ 298,563	\$ 502,271	\$ 255,800	\$ 255,800	\$ 255,800	0.00%

FUND BALANCE SUMMARY FISCAL YEARS 2016-2017	
Beginning Fund Balance 7/1/2015	\$ 1,833,335
Projected FY2016 Funding Sources:	
Revenue	\$ -
Other financing sources	255,800
	<u>255,800</u>
Projected FY2016 Expenditures	255,800
Net Change	<u>-</u>
Projected Fund Balance 6/30/2016	\$ 1,833,335
Projected FY2017 Funding Sources:	
Revenue	\$ -
Other financing sources	255,800
	<u>255,800</u>
Projected FY2017 Expenditures	255,800
Net Change	<u>-</u>
Projected Fund Balance 6/30/2017	\$ 1,833,335

Key Service Indicators						
Workers compensation claims	98	86	86	90	79	82

WORKERS' COMPENSATION FUND

WORKERS' COMPENSATION - REVENUES

Revenues	FY2013 Actual <u>Revenues</u>	FY2014 Actual <u>Revenues</u>	FY2015 Actual <u>Revenues</u>	FY2016 Original <u>Budget</u>	FY2016 Estimated <u>Budget</u>	FY2017 Adopted <u>Budget</u>	
WORKERS' COMPENSATION FUND							
30315 Use of Money & Property							
1010 Interest on deposits	\$ 6,795	\$ 6,786	\$ -	\$ -	\$ -	\$ -	
Subtotal	<u>6,795</u>	<u>6,786</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
30318 Miscellaneous							
3010 Prior year expenditure refund	846	4,100	5,424	-	-	-	
Subtotal	<u>846</u>	<u>4,100</u>	<u>5,424</u>	<u>-</u>	<u>-</u>	<u>-</u>	
30351 Transfers from Other Funds							
1010 General Fund	216,580	216,580	216,580	216,580	216,580	216,580	A
1012 Vehicle Maintenance Fund	4,715	4,715	4,715	4,715	4,715	4,715	A
1021 Solid Waste Fund	6,630	6,630	6,630	6,630	6,630	6,630	A
1025 Sewer Utility Fund	25,350	25,350	25,350	25,350	25,350	25,350	A
1028 Yorktown Operations Fund	-	-	1,000	1,000	1,000	1,000	A
1051 Children & Family Svcs Fund	1,525	1,525	1,525	1,525	1,525	1,525	A
Subtotal	<u>\$ 254,800</u>	<u>\$ 254,800</u>	<u>\$ 255,800</u>	<u>\$ 255,800</u>	<u>\$ 255,800</u>	<u>\$ 255,800</u>	
Fund Total	<u>\$ 262,441</u>	<u>\$ 265,686</u>	<u>\$ 261,224</u>	<u>\$ 255,800</u>	<u>\$ 255,800</u>	<u>\$ 255,800</u>	

A Transfers from each respective fund for their portion of the Worker's Compensation premium.

WORKERS' COMPENSATION FUND
ADMINISTRATION COSTS & CLAIMS

Workers' Compensation Fund
Administration Costs & Claims - Activities #10001 and 20002

Budget Comments - FY2017

An increase in funding is programmed for coverage based on higher premiums and administration cost.

	FY2013	FY2014	FY2015	FY2016	FY2016	FY2017
	Actual	Actual	Actual	Original	Estimated	Adopted
	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
<u>Expenditure By Category</u>						
Administration Costs	\$ 59,565	\$ 63,139	\$ 66,461	\$ 72,000	\$ 72,000	\$ 79,000
Claims	<u>95,787</u>	<u>235,424</u>	<u>435,810</u>	<u>183,800</u>	<u>183,800</u>	<u>176,800</u>
Total Expenditures	<u>\$ 155,352</u>	<u>\$ 298,563</u>	<u>\$ 502,271</u>	<u>\$ 255,800</u>	<u>\$ 255,800</u>	<u>\$ 255,800</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.

**COUNTY OF YORK, VIRGINIA
REVENUE STABILIZATION RESERVE - FUND 9**

	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Amount	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget	% of Total FY2017 Funding Sources
Funding Sources							
Use of Money & Property	\$ 17,281	\$ 16,972	\$ 20,816	\$ -	\$ -	\$ -	0.00%
Total Funding Sources	\$ 17,281	\$ 16,972	\$ 20,816	\$ -	\$ -	\$ -	0.00%
Expenditure by Activity/Category							
Transfer to School Capital Fund	\$ -	\$ -	\$ -	\$ 450,000	\$ 450,000	\$ -	-100.00%
Transfer to School Operating Fund	-	-	-	-	-	900,000	100.00%
Total Expenditures	\$ -	\$ -	\$ -	\$ 450,000	\$ 450,000	900,000	100.00%

FUND BALANCE SUMMARY FISCAL YEARS 2016-2017	
Beginning Fund Balance 7/1/2015	\$ 5,543,092
Projected FY2016 Funding Sources:	
Revenue	\$ -
Projected FY2016 Expenditures	450,000
Net Change	(450,000)
Projected Fund Balance 6/30/2016	\$ 5,093,092
Projected FY2017 Funding Sources:	
Revenue	\$ -
Projected FY2017 Expenditures	900,000
Net Change	(900,000)
Projected Fund Balance 6/30/2017	\$ 4,193,092

REVENUE STABILIZATION RESERVE - REVENUES

Revenues	FY2013 Actual <u>Revenues</u>	FY2014 Actual <u>Revenues</u>	FY2015 Actual <u>Revenues</u>	FY2016 Original <u>Budget</u>	FY2016 Estimated <u>Budget</u>	FY2017 Adopted <u>Budget</u>
REVENUE STABILIZATION RESERVE						
30315	Use of Money & Property					
1010 Interest on deposits	\$ 17,281	\$ 16,972	\$ 20,816	\$ -	\$ -	\$ -
Subtotal	<u>17,281</u>	<u>16,972</u>	<u>20,816</u>	<u>-</u>	<u>-</u>	<u>-</u>
Fund Total	<u>\$ 17,281</u>	<u>\$ 16,972</u>	<u>\$ 20,816</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

Revenue Stabilization Reserve
Expenditures

Budget Comments - FY2017

Funding has been proposed for a one time transfer to the School Operating Fund.

	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Amount	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget
Expenditure By Category						
Transfer to School Capital Fund	\$ -	\$ -	\$ -	\$ 450,000	\$ 450,000	\$ -
Transfer to School Operating Fund	-	-	-	-	-	900,000
Total Expenditures	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 450,000</u>	<u>\$ 450,000</u>	<u>\$ 900,000</u>

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**VEHICLE MAINTENANCE
FUND 12**

This fund accounts for the revenue and expenses of vehicle maintenance. This is accomplished through the divisions below. Individual division details follow this summary page.

**COUNTY OF YORK, VIRGINIA
VEHICLE MAINTENANCE - FUND 12**

	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Amount	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget	% of Total FY2017 Funding Sources
Funding Sources							
Fines & Forfeitures	\$ 100	\$ 726	\$ -	\$ -	\$ -	\$ -	0.00%
Use of Money & Property	125,524	32,729	33,547	78,000	78,000	78,000	1.85%
Charges for Services	4,050,298	3,950,766	3,551,400	4,264,950	4,264,950	4,052,383	96.25%
Miscellaneous	2,413	1,452	740	-	-	-	0.00%
Non-Revenue Receipts	45,499	35,010	36,168	65,000	65,000	80,000	1.90%
Transfers from Other Funds	5,306	-	-	-	-	-	0.00%
Total Funding Sources	\$ 4,229,140	\$ 4,020,683	\$ 3,621,855	\$ 4,407,950	\$ 4,407,950	\$ 4,210,383	100.00%

							%Change Original 2016/ Adopted 2017
Expense By Activity							
Vehicle & Equipment Maintenance	\$ 1,508,453	\$ 1,457,329	\$ 1,429,488	\$ 1,417,230	\$ 1,417,230	\$ 1,411,652	-0.39%
Fleet Support Services	2,937,331	2,536,127	2,272,526	3,146,254	3,146,254	2,602,790	-17.27%
Total Expenses	\$ 4,445,784	\$ 3,993,456	\$ 3,702,014	\$ 4,563,484	\$ 4,563,484	\$ 4,014,442	-12.03%

							%Change
Expense By Category							
Personnel Services	\$ 860,616	\$ 855,135	\$ 788,271	\$ 823,067	\$ 823,067	\$ 848,618	3.10%
Contractual Services	277,444	258,458	297,844	268,010	268,010	261,410	-2.46%
Internal Services	31,220	31,489	29,992	43,134	43,134	36,729	-14.85%
Other Charges	205,105	177,342	161,815	176,623	176,623	163,085	-7.66%
Materials & Supplies	2,402,152	2,168,390	1,773,897	2,471,750	2,471,750	2,094,200	-15.27%
Leases & Rentals	349	-	-	-	-	-	0.00%
Capital Outlay	668,898	463,084	589,879	750,900	750,900	580,400	-22.71%
Transfer to General Fund	-	-	35,800	-	-	-	0.00%
Grants, Donations & Insurance Recovery	-	39,558	24,516	30,000	30,000	30,000	0.00%
Total Expenses	\$ 4,445,784	\$ 3,993,456	\$ 3,702,014	\$ 4,563,484	\$ 4,563,484	\$ 4,014,442	-12.03%

FUND BALANCE SUMMARY FISCAL YEARS 2016-2017	
Beginning Fund Balance 7/1/2015	\$ 2,076,939
Projected FY2016 Funding Sources:	
Revenue	\$ 4,342,950
Other financing sources	65,000
	<u>4,407,950</u>
Projected FY2016 Expenditures	<u>4,563,484</u>
Net Change	<u>(155,534)</u>
Projected Fund Balance 6/30/2016	\$ 1,921,405
Projected FY2017 Funding Sources:	
Revenue	\$ 4,130,383
Other financing sources	80,000
	<u>4,210,383</u>
Projected FY2017 Expenditures	<u>4,014,442</u>
Net Change	195,941
Projected Fund Balance 6/30/2017	\$ 2,117,346

Funded FTEs	<u>11.60</u>	<u>11.60</u>	<u>11.60</u>	<u>10.60</u>	<u>11.00</u>	<u>11.00</u>
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Key Service Indicators						
Number of work orders	2,808	2,997	3,186	3,390	3,390	3,390
Miles driven	3,148,481	2,988,700	2,828,919	3,140,000	3,140,000	3,140,000
Licensed motor vehicles	312	307	307	307	307	308

VEHICLE MAINTENANCE FUND - REVENUES

Revenues	FY2013 Actual Revenues	FY2014 Actual Revenues	FY2015 Actual Revenues	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget	
VEHICLE MAINTENANCE FUND							
30314	Fines & Forfeitures						
2000 Restitution	\$ -	\$ 369	\$ -	\$ -	\$ -	\$ -	
2000-212 Prior year restitution	100	357	-	-	-	-	
Subtotal	100	726	-	-	-	-	
30315	Use of Money & Property						
1010 Interest on deposits	7,989	7,793	-	8,000	8,000	8,000	
2060 Sale of equipment/tools	117,535	2,630	1,475	70,000	70,000	70,000	A
8400 Gain on disposal of cap asset	-	22,306	32,072	-	-	-	
Subtotal	125,524	32,729	33,547	78,000	78,000	78,000	
30316	Charges for Services						
2020 Use of vehicles	591,331	582,247	621,884	625,000	625,000	625,000	B
2021 Insurance reimbursements	145,160	144,682	162,096	138,350	138,350	160,383	B
2120 Direct repair charges	572,263	586,058	574,147	600,000	600,000	600,000	B
2122 Maintenance services	782,749	759,090	784,039	735,000	735,000	735,000	B
2220 Direct gas charges	861,489	855,225	648,930	989,100	989,100	882,000	B
2220-002 Direct gas charges-School	932,911	899,683	667,619	973,400	973,400	868,000	B
2220-003 Direct gas charges-CBH	94,320	80,817	51,737	109,900	109,900	98,000	B
2220-004 Direct gas charges-Reg Jail	36,169	27,969	24,089	47,100	47,100	42,000	B
2220-005 Direct gas charges-HTSC/PAA	33,906	14,995	16,859	47,100	47,100	42,000	B
Subtotal	4,050,298	3,950,766	3,551,400	4,264,950	4,264,950	4,052,383	
30318	Miscellaneous						
3010 Miscellaneous	1,359	-	103	-	-	-	
9099 Local recycling	1,054	1,452	637	-	-	-	
Subtotal	2,413	1,452	740	-	-	-	
30319	Recovered Costs						
1010 Other insurance recovered cost	-	1,657	-	-	-	-	
2300 Health/Dental surplus	-	5,065	-	-	-	-	
Subtotal	-	6,722	-	-	-	-	
30341	Non-Revenue Receipts						
1010 Insurance recovery	45,499	35,010	31,401	65,000	65,000	80,000	C
1010-214 PY Insurance recovery	-	-	4,767	-	-	-	
Subtotal	45,499	35,010	36,168	65,000	65,000	80,000	
30351	Transfers from Other Funds						
1025 Sewer Utility Fund	5,306	-	-	-	-	-	
Subtotal	5,306	-	-	-	-	-	
Fund Total	\$ 4,229,140	\$ 4,027,405	\$ 3,621,855	\$ 4,407,950	\$ 4,407,950	\$ 4,210,383	

- A Revenue from the sale of vehicles and equipment.
- B Revenue received from County customers and partnership agencies for the use of vehicles, insurance, repairs, maintenance and gas.
- C Revenue received through insurance recovery for damaged or wrecked vehicles.

Vehicle Maintenance Fund
Vehicle & Equipment Maintenance - Activity #12156

Mission

Provide efficient, operationally responsive, cost-effective delivery of quality vehicle and equipment maintenance and fleet support services to County customers and partnership agencies.

Goals

- Improve availability of overall customer satisfaction reporting via online surveys.
- Monitor reporting of performance measures to include green goals.
- Maintain Blue Seal of Excellence from Institute for Automotive Service Excellence (ASE).

Implementation Strategies

- Monitor/maintain/improve customer satisfaction reporting - using recently implemented online surveys through County Administration the online surveys will replace focus groups. Annual and quarterly customer service reports will be forwarded to the County Administrator as required by current policy.
- Monitor/maintain/improve reporting of performance measures - reporting of down time, parts room efficiencies and overall fleet fuel efficiencies, miles per gallon and average gallons used.
- Monitor/maintain/improve technician credentials - continue training and ASE testing to support attaining the Blue Seal of Excellence from the Institute for Automotive Service Excellence.

Budget Comments - FY2017

Funding for personnel reflects a fiscal year market adjustment of 1% plus a flat rate increase effective October 1 of \$500 or \$1250, depending on length of service. Rate increases in group life, health and dental are programmed, as well as a reduction to the VRS rate. Decreases in funding are programmed for contractual services, fuel, generator maintenance, and machinery/equipment. Increases are programmed for the routine replacement of computers.

	FY2013	FY2014	FY2015	FY2016	FY2016	FY2017
	Actual	Actual	Actual	Original	Estimated	Adopted
	Amount	Amount	Amount	Budget	Budget	Budget
<u>Expense By Category</u>						
Personnel Services	\$ 737,582	\$ 748,734	\$ 696,223	\$ 723,488	\$ 723,488	\$ 740,103
Contractual Services	246,181	212,564	249,022	207,910	207,910	197,410
Internal Services	31,220	31,489	29,992	43,134	43,134	36,729
Other Charges	32,055	34,106	29,021	35,698	35,698	31,710
Materials & Supplies	427,246	383,527	397,792	371,100	371,100	368,750
Leases & Rentals	349	-	-	-	-	-
Capital Outlay	33,820	7,351	2,922	5,900	5,900	6,950
Grants & Donations	-	39,558	24,516	30,000	30,000	30,000
Total Expenses	\$ 1,508,453	\$ 1,457,329	\$ 1,429,488	\$ 1,417,230	\$ 1,417,230	\$ 1,411,652
<u>Funded FTEs</u>						
Admin/Clerical	0.50	0.50	0.50	0.50	0.50	0.50
Trades & Crafts	10.00	10.00	10.00	9.00	9.00	9.00
Total Funded FTEs	10.50	10.50	10.50	9.50	9.50	9.50

IT'S A FACT:

Vehicle Maintenance has been awarded the Blue Seal of Excellence for the past thirteen consecutive years.



**Vehicle Maintenance Fund
Fleet Support Services - Activity #12157**

Mission

Provide efficient, operationally responsive, cost-effective delivery of quality vehicle and equipment maintenance and fleet support services to County customers and partnership agencies.

Goals

- Improve availability of overall customer satisfaction reporting via online surveys.
- Monitor reporting of performance measures to include green goals.
- Maintain Blue Seal of Excellence from Institute for Automotive Service Excellence (ASE).

Implementation Strategies

- Monitor/maintain/improve customer satisfaction reporting - using recently implemented online surveys through County Administration the online surveys will replace focus groups. Annual and quarterly customer service reports will be forwarded to the County Administrator as required by current policy.
- Monitor/maintain/improve reporting of performance measures - reporting of down time, parts room efficiencies and overall fleet fuel efficiencies, miles per gallon and average gallons used.
- Monitor/maintain/improve technician credentials - continue training and ASE testing to support attaining the Blue Seal of Excellence from the Institute for Automotive Service Excellence.

Budget Comments - FY2017

Funding for personnel reflects a fiscal year market adjustment of 1% plus a flat rate increase effective October 1 of \$500 or \$1250, depending on length of service. Rate increases in group life, health and dental are programmed, as well as a reduction to the VRS rate. Increases are programmed for contractual services. Decreases in funding are programmed for vehicle insurance, personnel development, dues & memberships, fuel and machinery/equipment.

	FY2013	FY2014	FY2015	FY2016	FY2016	FY2017
	Actual	Actual	Actual	Original	Estimated	Adopted
	Amount	Amount	Amount	Budget	Budget	Budget
<u>Expense By Category</u>						
Personnel Services	\$ 123,034	\$ 106,401	\$ 92,048	\$ 99,579	\$ 99,579	\$ 108,515
Contractual Services	31,263	45,894	48,822	60,100	60,100	64,000
Other Charges	173,050	143,236	132,794	140,925	140,925	131,375
Material & Supplies	1,974,906	1,784,863	1,376,105	2,100,650	2,100,650	1,725,450
Capital Outlay/Transfers	635,078	455,733	622,757	745,000	745,000	573,450
Total Expenses	\$ 2,937,331	\$ 2,536,127	\$ 2,272,526	\$ 3,146,254	\$ 3,146,254	\$ 2,602,790
<u>Funded FTEs</u>						
Management	0.60	0.60	0.60	0.60	1.00	1.00
Admin/Clerical	0.50	0.50	0.50	0.50	0.50	0.50
Total Funded FTEs	1.10	1.10	1.10	1.10	1.50	1.50

Equipment

Fleet Masters: AEMP honors top 3 fleet management programs in the country

[Tom Jackson](#)

| March 03, 2014 |



Three heavy equipment and truck fleets were honored with the Association of Equipment Management Professionals 2014 Fleet Masters Award at a breakfast ceremony this morning.

The fleets were chosen in three sizes based on estimated replacement value (ERV).

Under \$10-million ERV

York County Vehicle Maintenance Division



**OTHER POST-EMPLOYMENT BENEFITS
FUND 14**

This fund accounts for the subsidy payments for eligible County retirees towards health insurance coverage in a County-sponsored plan. This is accomplished through the division below. Individual division details follows this page.

	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Amount	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget	% of Total FY2017 Funding Sources
Funding Sources							
Use of Money & Property	\$ 11,874	\$ 15,192	\$ 4,302	\$ 12,000	\$ 12,000	\$ -	0.00%
Transfers from Other Funds	1,222,927	1,627,317	1,727,828	1,943,558	1,943,558	-	0.00%
Total Funding Sources	\$ 1,234,801	\$ 1,642,509	\$ 1,732,130	\$ 1,955,558	\$ 1,955,558	\$ -	0.00%
Expense by Activity/Category							
Other Post-Employment Benefits	\$ 1,234,801	\$ 1,642,514	\$ 1,732,130	\$ 1,955,558	\$ 1,955,558	\$ -	-100.00%
Total Expenses	\$ 1,234,801	\$ 1,642,514	\$ 1,732,130	\$ 1,955,558	\$ 1,955,558	\$ -	-100.00%

FUND BALANCE SUMMARY FISCAL YEARS 2016-2017	
Beginning Fund Balance 7/1/2015	\$ -
Projected FY2016 Funding Sources:	
Revenue	\$ 12,000
Other financing sources	1,943,558
	<u>1,955,558</u>
Projected FY2016 Expenditures	<u>1,955,558</u>
Net Change	-
Projected Fund Balance 6/30/2016	\$ -
Projected FY2017 Funding Sources:	
Revenue	\$ -
Other financing sources	-
	<u>-</u>
Projected FY2017 Expenditures	<u>-</u>
Net Change	-
Projected Fund Balance 6/30/2017	\$ -

Key Service Indicators						
Retirees on County's health care plan	65	87	88	103	103	-

Budget Note: No funding provided due to the establishment of an OPEB Trust Fund in FY17 for the purpose of accumulating and investing assets to fund OPEB obligations.

**COUNTY OF YORK, VIRGINIA
OTHER POST-EMPLOYMENT BENEFITS - FUND 14**

OTHER POST-EMPLOYMENT BENEFITS (OPEB) FUND

OTHER POST-EMPLOYMENT BENEFITS - REVENUES

Revenues	FY2013 Actual <u>Revenues</u>	FY2014 Actual <u>Revenues</u>	FY2015 Actual <u>Revenues</u>	FY2016 Original <u>Budget</u>	FY2016 Estimated <u>Budget</u>	FY2017 Adopted <u>Budget</u>
OTHER POST-EMPLOYMENT BENEFITS FUND						
30315	Use of Money & Property					
1010 Interest on deposits	\$ 11,874	\$ 15,192	\$ 4,302	\$ 12,000	\$ 12,000	\$ -
Subtotal	<u>11,874</u>	<u>15,192</u>	<u>4,302</u>	<u>12,000</u>	<u>12,000</u>	<u>-</u>
30351	Transfers from Other Funds					
1010 General Fund	600,000	600,000	800,000	800,000	800,000	-
1011 Carryover Fund	<u>622,927</u>	<u>1,027,317</u>	<u>927,828</u>	<u>1,143,558</u>	<u>1,143,558</u>	<u>-</u>
Subtotal	<u>1,222,927</u>	<u>1,627,317</u>	<u>1,727,828</u>	<u>1,943,558</u>	<u>1,943,558</u>	<u>-</u>
Fund Total	<u>\$ 1,234,801</u>	<u>\$ 1,642,509</u>	<u>\$ 1,732,130</u>	<u>\$ 1,955,558</u>	<u>\$ 1,955,558</u>	<u>\$ -</u>

Other Post-Employment Benefits (OPEB) Fund
 Retiree Healthcare Costs - Activity #99999

Budget Comments - FY2017

No funding provided due to the establishment of an OPEB Trust Fund in FY17 for the purpose of accumulating and investing assets to fund OPEB obligations.

	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Amount	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget
Expense By Category						
Retiree Healthcare Costs	\$ 1,234,801	\$ 1,642,514	\$ 1,732,130	\$ 1,955,558	\$ 1,955,558	\$ -
Total Expenses	\$ 1,234,801	\$ 1,642,514	\$ 1,732,130	\$ 1,955,558	\$ 1,955,558	\$ -



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**HEALTH & DENTAL INSURANCE
FUND 17**

This fund was established in fiscal year 2015 to account for the revenues and expenditures for the County's health and dental programs. This is accomplished through the divisions below. Individual division details follow on the summary page.

**COUNTY OF YORK, VIRGINIA
HEALTH & DENTAL INSURANCE - FUND 17**

	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Amount	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget	% of Total FY2017 Funding Sources
Funding Sources							
Use of Money & Property	\$ -	\$ -	\$ 1,980	\$ -	\$ 10,000	\$ 10,000	0.09%
Charges for Services	-	-	9,380,200	10,710,488	10,710,488	11,395,289	99.91%
Miscellaneous	-	-	1,043	-	-	-	0.00%
Recovered Costs	-	-	79,257	-	-	-	0.00%
Total Funding Sources	\$ -	\$ -	\$ 9,462,480	\$ 10,710,488	\$ 10,720,488	\$ 11,405,289	100.00%
Expenses by Activity							
Administrative Costs	\$ -	\$ -	\$ 608,360	\$ 965,320	\$ 965,320	\$ 1,012,520	4.89%
Claims	-	-	8,075,586	9,936,962	9,936,962	10,392,769	4.59%
Total Expenses	\$ -	\$ -	\$ 8,683,946	\$ 10,902,282	\$ 10,902,282	\$ 11,405,289	4.61%
Expenses by Category							
Health	\$ -	\$ -	\$ 8,209,966	\$ 10,330,054	\$ 10,330,054	\$ 10,824,289	4.78%
Dental	-	-	473,980	572,228	572,228	581,000	1.53%
Total Expenses	\$ -	\$ -	\$ 8,683,946	\$ 10,902,282	\$ 10,902,282	\$ 11,405,289	4.61%

FUND BALANCE SUMMARY FISCAL YEARS 2016-2017	
Beginning Fund Balance 7/1/2015	\$ 2,637,784
Projected FY2016 Funding Sources:	
Revenue	\$ 10,720,488
Other financing sources	-
	<u>10,720,488</u>
Projected FY2016 Expenditures	<u>10,902,282</u>
Net Change	<u>(181,794)</u>
Projected Fund Balance 6/30/2016	\$ 2,455,990
Projected FY2017 Funding Sources:	
Revenue	\$ 11,405,289
Other financing sources	-
	<u>11,405,289</u>
Projected FY2017 Expenditures	<u>11,405,289</u>
Net Change	<u>-</u>
Projected Fund Balance 6/30/2017	\$ 2,455,990

Key Service Indicators	
Number of employees in plan	840
Health insurance claims	35,000
Dental insurance claims	4,100

HEALTH & DENTAL INSURANCE FUND

Revenues		FY2013 Actual Revenues	FY2014 Actual Revenues	FY2015 Actual Revenues	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget	
HEALTH & DENTAL INSURANCE FUND								
30315	Use of Money & Property							
1010	Interest on deposits	\$ -	\$ -	\$ 1,980	\$ -	\$ 10,000	\$ 10,000	
	Subtotal	-	-	1,980	-	10,000	10,000	
30316	Charges for Services							
1008	Tourism Fund (health)	-	-	12,309	27,408	27,408	28,254	A
1010	General Fund (health)	-	-	4,053,585	4,691,320	4,691,320	5,222,361	A
1012	Vehicle Maintenance Fund (health)	-	-	92,896	109,082	109,082	113,830	A
1013	Social Services Fund (health)	-	-	299,856	382,284	382,284	441,696	A
1014	Other Post-Employment Benefits Fund (health)	-	-	283,835	313,149	313,149	-	A
1021	Solid Waste Fund (health)	-	-	91,983	107,371	107,371	109,766	A
1025	Sewer Utility Fund (health)	-	-	379,343	480,138	480,138	506,232	A
1028	Yorktown Operations Fund (health)	-	-	2,913	3,396	3,396	-	A
1051	Children & Family Svcs Fund (health)	-	-	133,170	164,328	164,328	197,722	A
1091	Colonial Behavioral Health Fund (health)	-	-	902,197	1,011,132	1,011,132	1,126,821	A
1094	Colonial Group Home Commission Fund (health)	-	-	103,985	116,969	116,969	121,150	A
2300	Employee contributions (health)	-	-	2,526,783	2,733,294	2,733,294	2,939,524	B
1008-001	Tourism Fund (dental)	-	-	605	1,365	1,365	1,380	C
1010-001	General Fund (dental)	-	-	213,775	254,379	254,379	273,023	C
1012-001	Vehicle Maintenance Fund (dental)	-	-	4,560	5,119	5,119	5,506	C
1013-001	Social Services Fund (dental)	-	-	17,638	22,575	22,575	22,491	C
1014-001	Other Post-Employment Benefits Fund (dental)	-	-	13,557	14,990	14,990	-	C
1021-001	Solid Waste Fund (dental)	-	-	4,294	4,616	4,616	5,109	C
1025-001	Sewer Utility Fund (dental)	-	-	17,434	22,593	22,593	23,923	C
1028-001	Yorktown Operations Fund (dental)	-	-	137	159	159	-	C
1051-001	Children & Family Svcs Fund (dental)	-	-	8,043	9,900	9,900	11,012	C
1091-001	Colonial Behavioral Health Fund (dental)	-	-	43,672	50,028	50,028	55,515	C
1094-001	Colonial Group Home Commission Fund (dental)	-	-	5,335	6,633	6,633	6,656	C
2300-001	Employee contributions (dental)	-	-	168,295	178,260	178,260	183,318	D
	Subtotal	-	-	9,380,200	10,710,488	10,710,488	11,395,289	
30318	Local Miscellaneous							
3010	Prior year expenditure refund	-	-	1,043	-	-	-	
	Subtotal	-	-	1,043	-	-	-	
30319	Local Recovered Costs							
2300	Recovered costs-Health	-	-	74,632	-	-	-	
2300-001	Recovered costs-Dental	-	-	4,625	-	-	-	
	Subtotal	-	-	79,257	-	-	-	
	Fund Total	\$ -	\$ -	\$ 9,462,480	\$ 10,710,488	\$ 10,720,488	\$ 11,405,289	
	Health - Subtotal	\$ -	\$ -	\$ 8,960,411	\$ 10,139,871	\$ 10,149,371	\$ 10,816,856	
	Dental - Subtotal	-	-	502,069	570,617	571,117	588,433	
		\$ -	\$ -	\$ 9,462,480	\$ 10,710,488	\$ 10,720,488	\$ 11,405,289	

- A Transfers from each respective fund for their portion of the health insurance premium - employer portion.
- B Payments from employees for their portion of the health insurance premium - employee portion.
- C Transfers from each respective fund for their portion of the dental insurance premium - employer portion.
- D Payments from employees for their portion of the dental insurance premium - employee portion.

HEALTH & DENTAL INSURANCE FUND
ADMINISTRATION COSTS & CLAIMS

Health & Dental Insurance Fund
Administration Costs & Claims - Activities #99998 and 99999

Budget Comments - FY2017

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.

	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Amount	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget
Expense By Category						
Administrative Costs	\$ -	\$ -	\$ 608,360	\$ 965,320	\$ 965,320	\$ 1,012,520
Claims	-	-	8,075,586	9,936,962	9,936,962	10,392,769
Total Expenses	\$ -	\$ -	\$ 8,683,946	\$ 10,902,282	\$ 10,902,282	\$ 11,405,289



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**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.

**COUNTY OF YORK, VIRGINIA
SOLID WASTE MANAGEMENT - FUND 21**

	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Amount	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget	% of Total FY2017 Funding Sources
Funding Sources							
Use of Money & Property	\$ 1,568	\$ 881	\$ 2,630	\$ -	\$ -	\$ 3,000	0.06%
Charges for Services	3,750,373	4,856,962	4,626,082	4,623,100	4,623,100	4,595,800	99.41%
Miscellaneous	11,796	8,922	11,330	12,500	12,500	12,500	0.27%
State Aid & Grants	14,149	12,481	12,465	12,000	12,000	12,000	0.26%
Transfers from Other Funds	666,667	-	-	-	-	-	0.00%
Total Funding Sources	\$ 4,444,553	\$ 4,879,246	\$ 4,652,507	\$ 4,647,600	\$ 4,647,600	\$ 4,623,300	100.00%

	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Amount	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget	%Change Original 2016/ Adopted 2017
Expense by Activity							
Waste Management	\$ 99,996	\$ 108,978	\$ 97,534	\$ 106,942	\$ 106,942	\$ 4,569,084	
Solid Waste Collection & Disposal	2,675,038	2,660,079	2,713,719	2,947,749	2,947,749	-	-100.00%
Transfer Station Operations	190,164	190,201	189,476	340,312	340,312	-	-100.00%
Recycling	1,057,406	1,095,037	562,841	592,045	592,045	-	-100.00%
Composting Operations/Leaf Collections	477,082	490,697	519,148	520,440	520,440	-	-100.00%
Landfill Closure/Post-Maintenance	33,179	129,394	55,813	138,531	138,531	126,426	-8.74%
Total Expenses	\$ 4,532,865	\$ 4,674,386	\$ 4,138,531	\$ 4,646,019	\$ 4,646,019	\$ 4,695,510	1.07%

	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Amount	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget	%Change Original 2016/ Adopted 2017
Expense by Category							
Personnel Services	\$ 720,813	\$ 753,785	\$ 776,496	\$ 792,333	\$ 792,333	\$ 815,206	2.89%
Contractual Services	114,360	142,301	98,705	166,895	166,895	137,640	-17.53%
Internal Services	58,998	62,940	65,523	71,339	71,339	69,544	-2.52%
Other Charges	3,621,137	3,635,545	3,165,853	3,409,357	3,409,357	3,437,125	0.81%
Materials & Supplies	6,238	9,497	7,002	7,745	7,745	6,495	-16.14%
Capital Outlay	6,975	67,642	24,487	198,350	198,350	229,500	15.70%
Grants & Donations	4,344	2,676	465	-	-	-	0.00%
Total Expenses	\$ 4,532,865	\$ 4,674,386	\$ 4,138,531	\$ 4,646,019	\$ 4,646,019	\$ 4,695,510	1.07%

FUND BALANCE SUMMARY FISCAL YEARS 2016-2017	
Beginning Fund Balance 7/1/2015	\$ 386,527
Projected FY2016 Funding Sources:	
Revenue	\$ 4,635,600
State & Federal	12,000
	<u>4,647,600</u>
Projected FY2016 Expenditures	4,646,019
Net Change	<u>1,581</u>
Projected Fund Balance 6/30/2016	\$ 388,108
Projected FY2017 Funding Sources:	
Revenue	\$ 4,611,300
State & Federal	12,000
	<u>4,623,300</u>
Projected FY2017 Expenditures	4,695,510
Net Change	<u>(72,210)</u>
Projected Fund Balance 6/30/2017	\$ 315,898

Funded FTEs	FY2013	FY2014	FY2015	FY2016	FY2016	FY2017
Total Funded FTEs	12.20	12.20	12.20	12.20	12.70	12.70

Key Service Indicators	FY2013	FY2014	FY2015	FY2016	FY2016	FY2017
Customer service calls	49,800	49,369	49,369	50,500	51,000	50,000
Curbside collection customers	16,839	21,233	21,233	16,900	16,900	16,950
Curbside collection tons collected	18,944	17,654	17,654	19,100	17,900	18,100
Drop off garbage tons received	9,097	9,368	9,368	13,500	9,500	10,000
Curbside recycling tons collected	4,300	4,692	4,692	4,600	4,650	4,700
Drop off recycling tons received	442	624	624	610	600	600
Incoming compost material tons	9,298	7,636	7,636	8,200	8,000	8,050

SOLID WASTE MANAGEMENT FUND
WASTE MANAGEMENT - REVENUES

Revenues	FY2013 Actual Revenues	FY2014 Actual Revenues	FY2015 Actual Revenues	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget	
WASTE MANAGEMENT FUND							
30315	Use of Money & Property						
1010 Interest on deposits	\$ 1,568	\$ 881	\$ -	\$ -	\$ -	\$ 3,000	
2060 Sale of vehicle/equipment	-	-	2,630	-	-	-	
Subtotal	<u>1,568</u>	<u>881</u>	<u>2,630</u>	<u>-</u>	<u>-</u>	<u>3,000</u>	
30316	Charges for Services						
5511 Penalty/interest	93,694	70,215	48,709	60,000	60,000	40,000	A
5520 Tipping fee	271,576	233,992	223,322	206,000	206,000	240,000	B
5547 Recycling disposal	47,929	45,942	29,180	46,000	46,000	12,000	C
5550 Solid Waste/Recycling	3,004,606	4,188,786	3,987,935	4,000,000	4,000,000	4,000,000	D
5551 Yard debris collection	27,913	27,975	21,750	21,000	21,000	20,000	E
5552 Toter charges	100	100	100	-	-	-	
5890 Bad debt	-	(2,026)	53	-	-	-	
9020 VPPSA lease agreement	115,080	115,080	112,884	115,000	115,000	115,000	F
9021 VPPSA scales	4,800	-	-	-	-	-	
9022 VPPSA compost facility	40,687	39,596	34,485	38,000	38,000	38,000	G
9030 Contractor user fees	142,824	136,114	166,594	136,000	136,000	130,000	H
9040 Collection fee-VPPSA compost	1,164	1,188	1,050	1,100	1,100	800	I
9099 Recycling	-	-	20	-	-	-	
Subtotal	<u>3,750,373</u>	<u>4,856,962</u>	<u>4,626,082</u>	<u>4,623,100</u>	<u>4,623,100</u>	<u>4,595,800</u>	
30318	Miscellaneous						
9095 Utility costs-Republic	11,796	8,922	11,330	12,500	12,500	12,500	J
Subtotal	<u>11,796</u>	<u>8,922</u>	<u>11,330</u>	<u>12,500</u>	<u>12,500</u>	<u>12,500</u>	
30319	Recovered Costs						
2300 Health/Dental surplus	-	4,028	-	-	-	-	
Subtotal	<u>-</u>	<u>4,028</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
30324	State Aid & Grants						
4070 Litter Control	14,149	12,481	12,465	12,000	12,000	12,000	K
Subtotal	<u>14,149</u>	<u>12,481</u>	<u>12,465</u>	<u>12,000</u>	<u>12,000</u>	<u>12,000</u>	
30351	Transfers from Other Funds						
1011 Carryover Fund	666,667	-	-	-	-	-	
Subtotal	<u>666,667</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
Fund Total	\$ 4,444,553	\$ 4,883,274	\$ 4,652,507	\$ 4,647,600	\$ 4,647,600	\$ 4,623,300	

- A Penalty and interest charged for late payments on solid waste service and/or tipping fees.
- B Any business or resident who does not receive County solid waste collection services shall pay a fee of \$52.00/ton for on-site disposal.
- C Revenue received from the sale of office paper, cardboard, scrap metal, etc.
- D Solid waste and recycling collection services billed bi-monthly in arrears.
- E Yard debris collections billed by the County.
- F Ground lease with the VA Peninsulas Public Service Authority (VPPSA) based on assessed valuation.
- G Host fee collected from VPPSA per ton of acceptable waste delivered to the compost facility.
- H Payments received from the contractor to run non-County collected trash through the transfer station.
- I Fee for collecting VPPSA compost cash sales.
- J Transfer Station utility bills for water, sewer and electric paid by the County and reimbursed by the contractor.
- K State grant from the Department of Environmental Quality for the litter control/beautification program.

**Solid Waste Management Fund
Waste Management - Activity #21421**

Mission

To provide quality collection service and exceptional customer service, increase participation in the County's waste management programs, and develop information and incentives to improve the community's source reduction, recycling, buy-recycled, litter prevention and beautification habits.

Goals

- To provide friendly and efficient customer service.
- To look for ways to increase revenues, cut costs, and at a minimum, maintain a balanced budget.
- To remain in full compliance with all state and federal regulations.
- To continue to provide accurate information to users regarding the rules governing the operation of each program offered at the facility.
- To accurately record and report all customer requests to the collection contractor and to the York County Utility Billing office to assure accountability, excellent customer service and proper billing for our customers.

Implementation Strategies

- Value Added Services - Conduct periodic, random customer service surveys to determine satisfaction rate.
- Upgrade the Scale House system to provide better security and work on regulation concerns with the vendor providing transfer station services.
- Increase public education efforts regarding proper recycling practices.
- Continue a Juvenile and Adult Community Service Program to help cut cost and provide labor for the County's Recycling Center.
- Provide disposal of yard waste from curbside collection and resident drop-off.
- Continue meeting the federal regulation mandate of 25% recycling of our waste stream with the composting program.

Budget Comments - FY2017

Funding for personnel reflects a fiscal year market adjustment of 1% plus a flat rate increase effective October 1 of \$500 or \$1250, depending on length of service. Rate increases in group life, health and dental are programmed, as well as a reduction to the VRS rate. The following activities have been combined into Waste Management: 21422-Solid Waste Collection & Disposal, 21423-Transfer Station Operations, 21424-Recycling, & 21425-Composting Operations/Leaf Collections.

	FY2013	FY2014	FY2015	FY2016	FY2016	FY2017
	Actual	Actual	Actual	Original	Estimated	Adopted
	Amount	Amount	Amount	Budget	Budget	Budget
<u>Expense By Category</u>						
Personnel Services	\$ 38,832	\$ 39,047	\$ 40,494	\$ 783,721	\$ 783,721	\$ 806,594
Contractual Services	15,999	20,119	11,901	99,226	99,226	91,426
Internal Services	-	-	22	71,339	71,339	69,544
Other Charges	42,334	43,483	38,913	3,407,557	3,407,557	3,435,625
Materials & Supplies	2,831	6,329	3,413	7,295	7,295	6,395
Capital Outlay	-	-	2,791	138,350	138,350	159,500
Total Expenses	\$ 99,996	\$ 108,978	\$ 97,534	\$ 4,507,488	\$ 4,507,488	\$ 4,569,084
<u>Funded FTEs</u>						
Management	0.20	0.20	0.20	0.20	0.20	0.50
Admin/Clerical	0.25	0.25	0.25	0.25	0.25	0.25
Professional/Technical	-	-	-	-	-	0.07
Trades & Crafts	0.10	0.10	0.10	0.10	0.10	5.40
Total Funded FTEs	0.55	0.55	0.55	0.55	0.55	6.22



SOLID WASTE MANAGEMENT FUND
SOLID WASTE COLLECTION & DISPOSAL

Solid Waste Management Fund
Solid Waste Collection & Disposal - Activity #21422

Mission

To provide quality collection service and exceptional customer service, increase participation in the County's waste management programs, and develop information and incentives to improve the community's source reduction habits.

Goals

- To provide friendly and efficient customer service.
- To continue to provide accurate information to users regarding the rules governing the operation of each program offered at the facility.
- To accurately record and report all customer requests to the collection contractor and to the York County Utility Billing office to assure accountability, excellent customer service and proper billing for our customers.

Implementation Strategies

- Value Added Services - Conduct periodic, random customer service surveys to determine satisfaction rate.

Budget Comments - FY2017

Activity 21422 has been combined with 21421 Waste Management

	FY2013	FY2014	FY2015	FY2016	FY2016	FY2017
	Actual	Actual	Actual	Original	Estimated	Adopted
	Amount	Amount	Amount	Budget	Budget	Budget
<u>Expense By Category</u>						
Personnel Services	\$ 221,965	\$ 228,848	\$ 238,773	\$ 247,634	\$ 247,634	\$ -
Contractual Services	4,973	4,373	5,094	5,000	5,000	-
Internal Services	3,292	3,285	4,122	4,280	4,280	-
Other Charges	2,442,744	2,420,244	2,460,709	2,687,435	2,687,435	-
Materials & Supplies	615	405	235	400	400	-
Capital Outlay	1,449	2,924	4,786	3,000	3,000	-
Grants & Donations	-	-	-	-	-	-
Total Expenses	\$ 2,675,038	\$ 2,660,079	\$ 2,713,719	\$ 2,947,749	\$ 2,947,749	\$ -
<u>Funded FTEs</u>						
Management	0.40	0.40	0.40	0.40	0.40	-
Professional/Technical	1.58	1.58	1.58	1.58	1.58	-
Admin/Clerical	1.25	1.25	1.25	1.25	1.25	-
Trades & Crafts	0.70	0.70	0.70	0.70	0.70	-
Total Funded FTEs	3.93	3.93	3.93	3.93	3.93	-



Solid Waste Management Fund
Transfer Station Operations - Activity #21423

Mission

To provide quality collection service and exceptional customer service and increase participation in the County's waste management programs.

Goals

- To provide friendly and efficient customer service.
- To continue to provide accurate information to users regarding the rules governing the operation of each program offered at the facility.
- To remain in full compliance with all state and federal regulations.

Implementation Strategies

- Upgrade the Scale House system to provide better security and work on regulation concerns with the vendor providing transfer station services.

Budget Comments - FY2017

Activity 21423 has been combined with 21421 Waste Management

	FY2013	FY2014	FY2015	FY2016	FY2016	FY2017
	Actual	Actual	Actual	Original	Estimated	Adopted
	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
Expense By Category						
Personnel Services	\$ 133,546	\$ 135,791	\$ 135,716	\$ 146,942	\$ 146,942	\$ -
Contractual Services	38,380	36,835	34,914	37,240	37,240	-
Other Charges	17,841	15,088	18,370	21,430	21,430	-
Materials & Supplies	397	364	476	700	700	-
Capital Outlay	-	2,123	-	134,000	134,000	-
Debt Service	-	-	-	-	-	-
Total Expenses	\$ 190,164	\$ 190,201	\$ 189,476	\$ 340,312	\$ 340,312	\$ -
Funded FTEs						
Management	0.20	0.20	0.20	0.20	0.20	-
Professional/Technical	0.07	0.07	0.07	0.07	0.07	-
Trades & Crafts	<u>2.10</u>	<u>2.10</u>	<u>2.10</u>	<u>2.10</u>	<u>2.10</u>	-
Total Funded FTEs	<u>2.37</u>	<u>2.37</u>	<u>2.37</u>	<u>2.37</u>	<u>2.37</u>	-



**Solid Waste Management Fund
Recycling - Activity #21424**

Mission

To provide quality collection service and exceptional customer service, develop information and incentives to improve the community's source reduction, recycling, buy-recycled, litter prevention and beautification habits.

Goals

- To provide friendly and efficient customer service.
- To continue to provide accurate information to users regarding the rules governing the operation of each program offered at the facility.
- To remain in full compliance with all state and federal regulations.

Implementation Strategies

- Increase public education efforts regarding proper recycling practices.
- Continue a Juvenile and Adult Community Service Program to help cut cost and provide labor for the County's Recycling Center.

Budget Comments - FY2017

Activity 21424 has been combined with 21421 Waste Management

	FY2013	FY2014	FY2015	FY2016	FY2016	FY2017
	Actual	Actual	Actual	Original	Estimated	Adopted
	Amount	Amount	Amount	Budget	Budget	Budget
<u>Expense By Category</u>						
Personnel Services	\$ 125,487	\$ 130,120	\$ 142,215	\$ 138,947	\$ 138,947	\$ -
Contractual Services	4,574	1,385	2,680	2,650	2,650	-
Internal Services	6,555	10,699	8,827	13,614	13,614	-
Other Charges	910,391	949,217	407,016	435,934	435,934	-
Materials & Supplies	723	940	1,638	900	900	-
Capital Outlay	5,332	-	-	-	-	-
Grants & Donations	4,344	2,676	465	-	-	-
Total Expenses	\$ 1,057,406	\$ 1,095,037	\$ 562,841	\$ 592,045	\$ 592,045	\$ -
<u>Funded FTEs</u>						
Management	0.10	0.10	0.10	0.10	0.10	-
Professional/Technical	0.85	0.85	0.85	0.85	0.85	-
Trades & Crafts	1.10	1.10	1.10	1.10	1.10	-
Total Funded FTEs	2.05	2.05	2.05	2.05	2.05	-



**Solid Waste Management Fund
Composting Operations/Leaf Collections - Activity #21425**

Mission

To provide quality collection service and exceptional customer service, increase participation in the County's waste management programs, and develop information and incentives to improve the community's source reduction, recycling, buy-recycled, litter prevention and beautification habits.

Goals

- To provide friendly and efficient customer service.
- To continue to provide accurate information to users regarding the rules governing the operation of each program offered at the facility.
- To remain in full compliance with all state and federal regulations.

Implementation Strategies

- Provide disposal of yard waste from curbside collection and resident drop-off.
- Continue meeting the federal regulation mandate of 25% recycling of our waste stream with the composting program.

Budget Comments - FY2017

Activity 21425 has been combined with 21421 Waste Management

	FY2013	FY2014	FY2015	FY2016	FY2016	FY2017
	Actual	Actual	Actual	Original	Estimated	Adopted
	Amount	Amount	Amount	Budget	Budget	Budget
<u>Expense By Category</u>						
Personnel Services	\$ 196,392	\$ 197,979	\$ 198,428	\$ 208,356	\$ 208,356	\$ -
Contractual Services	23,782	35,845	27,150	36,250	36,250	-
Internal Services	49,151	48,956	52,552	53,395	53,395	-
Other Charges	206,405	206,458	239,778	220,909	220,909	-
Materials & Supplies	1,352	1,459	1,240	1,530	1,530	-
Capital Outlay	-	-	-	-	-	-
Grants & Donations	-	-	-	-	-	-
Total Expenses	\$ 477,082	\$ 490,697	\$ 519,148	\$ 520,440	\$ 520,440	\$ -
<u>Funded FTEs</u>						
Management	0.10	0.10	0.10	0.10	0.10	-
Trades & Crafts	3.20	3.20	3.20	3.20	3.20	-
Total Funded FTEs	3.30	3.30	3.30	3.30	3.30	-



Solid Waste Management Fund
Landfill Closure/Post-Maintenance - Activity #21426

Mission

State and federal laws and regulations require that the County perform post-closure care requirements on its landfill.

Goals

- To remain in full compliance with all state and federal regulations.

Implementation Strategies

- Perform annual evaluation to determine future costs.

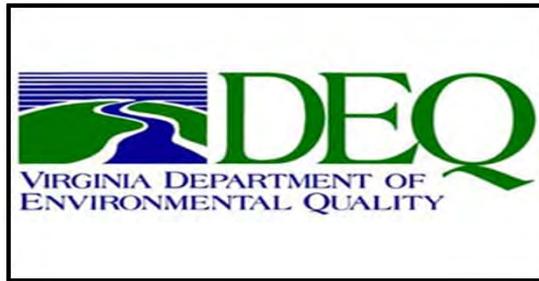
Budget Comments - FY2017

Funding includes an increase for landfill site improvements to comply with Department of Environmental Quality closure requirements.

	FY2013 Actual <u>Amount</u>	FY2014 Actual <u>Amount</u>	FY2015 Actual <u>Amount</u>	FY2016 Original <u>Budget</u>	FY2016 Estimated <u>Budget</u>	FY2017 Adopted <u>Budget</u>
<u>Expense By Category</u>						
Personnel Services	\$ 4,591	\$ 22,000	\$ 20,870	\$ 8,612	\$ 8,612	\$ 8,612
Contractual Services	26,652	43,744	16,966	67,669	67,669	46,214
Other Charges	1,422	1,055	1,067	1,800	1,800	1,500
Materials & Supplies	320	-	-	450	450	100
Capital Outlay	194	62,595	16,910	60,000	60,000	70,000
Total Expenses	<u>\$ 33,179</u>	<u>\$ 129,394</u>	<u>\$ 55,813</u>	<u>\$ 138,531</u>	<u>\$ 138,531</u>	<u>\$ 126,426</u>

IT'S A FACT:

The County's landfill closed in 1993. Federal and state laws and regulations require that the County perform post-closure care on its landfill.





**WATER UTILITY
FUND 24**

This fund accounts for the revenues and expenses relating to the County's water distribution system that provided quality drinking water. This is accomplished through the divisions below. Individual division details follow this summary page.

**COUNTY OF YORK, VIRGINIA
WATER UTILITY - FUND 24**

	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Amount	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget	% of Total FY2017 Funding Sources
Funding Sources							
Use of Money & Property	\$ 9,074	\$ 8,764	\$ 439	\$ 8,400	\$ 8,400	\$ 8,400	0.30%
Charges for Services	372,998	383,138	349,594	380,400	380,400	357,500	12.65%
Transfers from Other Funds	-	-	448,906	-	-	2,460,125	87.05%
Total Funding Sources	\$ 382,072	\$ 391,902	\$ 798,939	\$ 388,800	\$ 388,800	\$ 2,826,025	100.00%
Expense by Activity							
Utility Operations	\$ 345,092	\$ 340,592	\$ 334,024	\$ 383,200	\$ 383,200	\$ 364,166	-4.97%
Utility Construction	170,194	3,273	-	-	4,463,601	1,500,000	100.00%
Total Expenses	\$ 515,286	\$ 343,865	\$ 334,024	\$ 383,200	\$ 4,846,801	\$ 1,864,166	386.47%
Expense by Category							
Contractual Services	\$ 5,798	\$ 2,665	\$ 2,791	\$ 4,100	\$ 4,100	\$ 10,066	145.51%
Other Charges	339,294	337,907	331,233	378,600	378,600	353,600	-6.60%
Materials & Supplies	-	20	-	500	500	500	0.00%
Capital Outlay	170,194	3,273	-	-	4,463,601	1,500,000	100.00%
Total Expenses	\$ 515,286	\$ 343,865	\$ 334,024	\$ 383,200	\$ 4,846,801	\$ 1,864,166	386.47%

FUND BALANCE SUMMARY FISCAL YEARS 2016-2017	
Beginning Fund Balance 7/1/2015	\$ 3,256,459
Projected FY2016 Funding Sources:	
Revenue	\$ 388,800
Other financing sources	-
	<u>388,800</u>
Projected FY2016 Expenditures	4,846,801
Net Change	<u>(4,458,001)</u>
Projected Fund Balance 6/30/2016	\$ (1,201,542)
Projected FY2017 Funding Sources:	
Revenue	\$ 365,900
Other financing sources	2,460,125
	<u>2,826,025</u>
Projected FY2017 Expenditures	1,864,166
Net Change	<u>961,859</u>
Projected Fund Balance 6/30/2017	\$ (239,683)

Key Service Indicators							
Water for resale (in gallons)	81,877,729	81,877,729	81,877,729	77,831,222	81,877,729	77,831,222	
Number of projects	1	1	1	-	1	2	

WATER UTILITY FUND

WATER UTILITY - REVENUES

Revenues	FY2013 Actual <u>Revenues</u>	FY2014 Actual <u>Revenues</u>	FY2015 Actual <u>Revenues</u>	FY2016 Original <u>Budget</u>	FY2016 Estimated <u>Budget</u>	FY2017 Adopted <u>Budget</u>
WATER UTILITY FUND						
30315 Use of Money & Property						
1010 Interest on deposits	\$ 9,029	\$ 8,674	\$ 80	\$ 8,400	\$ 8,400	\$ 8,400
1012 Connection installment agreement	45	90	109	-	-	-
2030 Sale surplus/salvage	-	-	250	-	-	-
Subtotal	<u>9,074</u>	<u>8,764</u>	<u>439</u>	<u>8,400</u>	<u>8,400</u>	<u>8,400</u>
30316 Charges for Services						
5511 Penalty/interest	8,348	10,651	9,407	5,400	5,400	7,500 A
5530 Connection fees	2,850	-	-	-	-	-
5530-001 Connection fees-projects	23,525	50,885	14,535	-	-	-
5530-010 Connection fee assistance	(4,275)	-	(2,800)	-	-	-
5890 Bad debt	-	(11,317)	(5,971)	-	-	-
6540 Sale of bulk water	342,550	332,919	334,423	375,000	375,000	350,000 B
Subtotal	<u>372,998</u>	<u>383,138</u>	<u>349,594</u>	<u>380,400</u>	<u>380,400</u>	<u>357,500</u>
30351 Transfers from Other Funds						
1010 General Fund - Meals Tax	-	-	448,906	-	-	1,260,125 C
1010-079 CIP-Carver Gardens	-	-	-	-	-	1,200,000 D
Subtotal	<u>-</u>	<u>-</u>	<u>448,906</u>	<u>-</u>	<u>-</u>	<u>2,460,125</u>
Fund Total	<u>\$ 382,072</u>	<u>\$ 391,902</u>	<u>\$ 798,939</u>	<u>\$ 388,800</u>	<u>\$ 388,800</u>	<u>\$ 2,826,025</u>

- A Penalty and interest charged for late payments on sale of bulk water accounts.
- B Revenue for water purchased from Newport News Waterworks and billed to a second-party who supplies the water to various neighborhoods and subdivisions.
- C Transfer from the General Fund of a portion of the meals tax to support the Newport News Water Works Lightfoot Extension & Carver Gardens projects.
- D Transfer from the CIP funding to support water projects - Carver Gardens.

**Water Utility Fund
Utility Operations - Activity #24446**

Mission

To adequately maintain the on-site main lines and fire hydrants in the Williamsburg Area By-Pass Road Water Service Area.

Goals

- 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.

Budget Comments - FY2017

The decrease is attributable to a decline in water sales.

	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Amount	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget
<u>Expense By Category</u>						
Contractual Services	\$ 5,798	\$ 2,665	\$ 2,791	\$ 4,100	\$ 4,100	\$ 10,066
Other Charges	339,294	337,907	331,233	378,600	378,600	353,600
Materials & Supplies	-	20	-	500	500	500
Total Expenses	\$ 345,092	\$ 340,592	\$ 334,024	\$ 383,200	\$ 383,200	\$ 364,166

IT'S A FACT:

Newport News Waterworks is a regional water provider, owned and operated by the City of Newport News, that serves over 400,000 people in Hampton, Newport News, Poquoson, and portions of York County and James City County.



Water Utility Fund
Utility Construction - Activity #90912

Mission

To adequately maintain the on-site main lines and fire hydrants in the Williamsburg Area By-Pass Road Water Service Area.

Goals

- 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.

Budget Comments - FY2017

The budgeted amount is for the Newport News Water Works Lightfoot Extension and Carver Gardens projects.

	FY2013	FY2014	FY2015	FY2016	FY2016	FY2017
	Actual	Actual	Actual	Original	Estimated	Adopted
	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
<u>Expense By Category</u>						
Capital Outlay	\$ 170,194	\$ 3,273	\$ -	\$ -	\$ 4,463,601	\$ 1,500,000
Total Expenses	<u>\$ 170,194</u>	<u>\$ 3,273</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 4,463,601</u>	<u>\$ 1,500,000</u>



**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.

**COUNTY OF YORK, VIRGINIA
SEWER UTILITY - FUND 25**

	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Amount	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget	% of Total FY2017 Funding Sources
Funding Sources							
Use of Money & Property	\$ 1,095,890	\$ 24,179	\$ 11,977	\$ 20,000	\$ 20,000	\$ 20,000	0.15%
Charges for Services	8,949,905	9,924,081	11,144,764	11,100,516	11,100,516	11,976,000	88.47%
Miscellaneous	2,942	8,790	12,628	2,500	2,500	2,500	0.02%
Recovered Costs	-	16,507	-	-	-	-	0.00%
Federal Aid & Grants	286,031	277,508	277,209	277,209	277,209	278,704	2.06%
Non-Revenue Receipts	-	4,282	-	-	-	-	0.00%
Capital Contributions	-	1,371,580	925,950	-	-	-	0.00%
Transfers from Other Funds	2,220,994	2,248,707	1,890,013	2,325,600	2,325,600	1,260,125	9.31%
Total Funding Sources	\$ 12,555,762	\$ 13,875,634	\$ 14,262,541	\$ 13,725,825	\$ 13,725,825	\$ 13,537,329	100.00%

	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Amount	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget	%Change Original 2016/ Adopted 2017
Expense by Activity							
Utility Operations	\$ 3,591,733	\$ 3,831,440	\$ 3,915,239	\$ 4,234,129	\$ 4,234,129	\$ 4,105,256	-3.04%
Engineering	1,637,780	1,647,306	1,706,994	1,822,996	1,822,996	849,288	-53.41%
Development / Project Inspections	-	-	-	-	-	492,917	100.00%
Infrastructure	-	-	-	-	-	700,337	100.00%
Debt Service	2,059,905	2,087,353	2,116,590	2,078,705	2,078,705	1,740,010	-16.29%
Utility Construction	10,217,367	409,959	455,734	5,527,195	5,527,195	3,350,000	-39.39%
Total Expenses	\$ 17,506,785	\$ 7,976,058	\$ 8,194,557	\$ 13,663,025	\$ 13,663,025	\$ 11,237,808	-17.75%

	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Amount	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget	%Change Original 2016/ Adopted 2017
Expense by Category							
Personnel Services	\$ 3,340,290	\$ 3,526,178	\$ 3,597,381	\$ 3,899,050	\$ 3,899,050	\$ 3,979,362	2.06%
Contractual Services	249,466	339,775	391,900	424,955	424,955	466,390	9.75%
Internal Services	294,821	297,517	272,612	353,629	353,629	287,156	-18.80%
Other Charges	962,098	982,491	1,003,838	1,020,406	1,020,406	1,051,905	3.09%
Materials & Supplies	309,117	300,924	337,260	316,825	316,825	323,775	2.19%
Leases & Rentals	-	236	4,423	-	-	-	0.00%
Capital Outlay	10,254,673	441,574	470,543	5,569,445	5,569,445	3,389,200	-39.15%
Grants & Donations	31,099	-	-	-	-	-	0.00%
Debt Service	2,059,905	2,087,353	2,116,590	2,078,705	2,078,705	1,740,010	-16.29%
Transfers to Other Funds	5,316	10	10	10	10	10	0.00%
Total Expenses	\$ 17,506,785	\$ 7,976,058	\$ 8,194,557	\$ 13,663,025	\$ 13,663,025	\$ 11,237,808	-17.75%

FUND BALANCE SUMMARY FISCAL YEARS 2016-2017	
Beginning Fund Balance 7/1/2015	\$ 4,596,799
Projected FY2016 Funding Sources:	
Revenue	\$ 11,123,016
State & Federal	277,209
Other financing sources	2,325,600
	13,725,825
Projected FY2016 Expenditures	13,663,025
Net Change	62,800
Projected Fund Balance 6/30/2016	\$ 4,659,599
Projected FY2017 Funding Sources:	
Revenue	\$ 11,998,500
State & Federal	278,704
Other financing sources	1,260,125
	13,537,329
Projected FY2017 Expenditures	11,237,808
Net Change	2,299,521
Projected Fund Balance 6/30/2017	\$ 6,959,120

Funded FTEs	57.25	57.25	57.75	57.75	59.05	59.05
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Key Service Indicators						
Number of residential & commercial customers	23,625	23,625	23,625	24,530	23,907	24,530
Pump, lift & vacuum stations	76	76	76	81	81	81
Force main, gravity sewer & vacuum miles	348	348	348	367	362	367
Manholes	5,890	5,890	5,890	6,056	6,027	6,056
Number of projects	7	7	7	2	4	5

SEWER UTILITY FUND

SEWER UTILITY - REVENUES

Revenues	FY2013 Actual Revenues	FY2014 Actual Revenues	FY2015 Actual Revenues	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget
SEWER UTILITY FUND						
30315	Use of Money & Property					
1010 Interest on deposits	\$ 30,475	\$ 16,322	\$ 3,534	\$ 20,000	\$ 20,000	\$ 20,000
1010-001 Interest from US Treasury	1	-	-	-	-	-
1012 Connection Installment Agrmt	11,752	7,655	8,240	-	-	-
1015 Interest on \$8.75M Sewer	22	22	22	-	-	-
1016 Interest on \$15.28M Sewer	291	-	-	-	-	-
1016-002 Reverse account interest	153	153	153	-	-	-
1016-003 Interest on \$15.28M Sewer	27	27	28	-	-	-
2100 Sale of land/buildings/infrastructure	1,053,169	-	-	-	-	-
Subtotal	<u>1,095,890</u>	<u>24,179</u>	<u>11,977</u>	<u>20,000</u>	<u>20,000</u>	<u>20,000</u>
30316	Charges for Services					
2122 Generator maintenance services	-	10,958	70,131	88,887	88,887	64,000
3160 Sewer inspection fees	13,440	25,443	26,068	12,000	12,000	12,000
3520 Fire hydrant service	25,360	39,960	50,760	25,000	25,000	25,000
5510 Sewer service	7,779,197	8,423,187	9,457,817	10,146,729	10,146,729	10,809,000
5511 Penalty/interest	282,040	266,882	174,980	240,000	240,000	240,000
5512 Cutoff/meter removal fees	31,235	40,625	42,405	35,000	35,000	35,000
5530 Connection fees	322,700	512,900	468,400	300,000	300,000	300,000
5530-001 Project connection fees	555,495	636,900	871,375	247,900	247,900	486,000
5530-010 Connection fee assistance	(62,614)	(12,921)	(30,178)	-	-	-
5535 Vacuum subdivision connections	10,000	7,500	30,000	5,000	5,000	5,000
5890 Bad debt	-	(27,353)	(16,994)	-	-	-
9999 Lightfoot force main-lease	(6,948)	-	-	-	-	-
Subtotal	<u>8,949,905</u>	<u>9,924,081</u>	<u>11,144,764</u>	<u>11,100,516</u>	<u>11,100,516</u>	<u>11,976,000</u>
30318	Miscellaneous					
3010 Prior year expense refund	802	925	4,126	-	-	-
9000 Amortization of debt premium	-	6,815	6,815	-	-	-
9090 Miscellaneous	2,140	1,050	1,687	2,500	2,500	2,500
Subtotal	<u>2,942</u>	<u>8,790</u>	<u>12,628</u>	<u>2,500</u>	<u>2,500</u>	<u>2,500</u>
30319	Recovered Costs					
2300 Health/Dental surplus	-	16,507	-	-	-	-
Subtotal	<u>-</u>	<u>16,507</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
30333	Federal Aid & Grants					
1001-300 Build America Bonds Subsidy	286,031	277,508	277,209	277,209	277,209	278,704
Subtotal	<u>286,031</u>	<u>277,508</u>	<u>277,209</u>	<u>277,209</u>	<u>277,209</u>	<u>278,704</u>
30341	Non-Revenue Receipts					
1010-213 Prior year insurance recovery	-	4,282	-	-	-	-
Subtotal	<u>-</u>	<u>4,282</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
30345	Capital Contributions					
1000 Capital Contributions	-	1,371,580	925,950	-	-	-
Subtotal	<u>-</u>	<u>1,371,580</u>	<u>925,950</u>	<u>-</u>	<u>-</u>	<u>-</u>
30351	Transfers from Other Funds					
1010 General Fund	2,220,994	2,248,707	1,872,798	2,325,600	2,325,600	1,260,125
1079 General Fund	-	-	17,215	-	-	-
Subtotal	<u>2,220,994</u>	<u>2,248,707</u>	<u>1,890,013</u>	<u>2,325,600</u>	<u>2,325,600</u>	<u>1,260,125</u>
Fund Total	<u>\$ 12,555,762</u>	<u>\$ 13,875,634</u>	<u>\$ 14,262,541</u>	<u>\$ 13,725,825</u>	<u>\$ 13,725,825</u>	<u>\$ 13,537,329</u>

- A Revenue for inspections of sewer line installations.
- B Revenue collected for fire hydrants installed in new subdivisions and new construction.
- C Sewer services billed bi-monthly for residential and commercial users of the system. The bi-monthly fee for a single-family residential unit is \$54.00, effective March 1, 2016. A ten-year cash flow model is reviewed bi-monthly, which incorporates new construction, sewer expansion connections and the overall affordability of operating and capital expenses. The County Ordinance is reviewed and updated at least every two years, to include rate and connection fee changes. The *Utilities Strategic Capital Plan* is the foundation that outlines the design and construction of new water and sewer systems that are planned throughout the County.
- D Penalty and interest charged for late payments on sewer accounts.
- E Revenue collected on delinquent accounts for water meter cutoff and removal.
- F Connection fees for new construction.
- G Connection fees for projects constructed by the County.
- H Connection fees for vacuum systems.
- I Federal support for the Build America Bonds issued for various sewer projects.
- J Transfer from the General Fund of a portion of the meals tax to support sewer projects.

Sewer Utility Fund
Development / Project Inspections - Activity #25444

Mission

To provide exceptional customer service through quality and timely inspections that ensure both private and public projects are constructed in accordance with the approved plans, standards and specifications, and applicable stormwater regulations.

Goals

- 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.

Implementation Strategies

- Reorganized inspectors under one group to gain synergy, improve customer service and quality of inspections.
- Actively pursue personnel development through classes and seminars; obtain and keep required certifications in NASCO PACP, MACP, LACP, Erosion & Sediment Control, Virginia Stormwater Management Plan, VDOT Traffic Control & Materials, and OSHA Confined Space.

Budget Comments - FY2017

Funding for personnel reflects a fiscal year market adjustment of 1% plus a flat rate increase effective October 1 of \$500 or \$1250, depending on length of service. Rate increases in group life, health and dental are programmed, as well as a reduction to the VRS rate. An organizational restructuring combined the Department of General Services and divisions of Environmental Services to create the Department of Public Works. This allowed the merging of similar functions and resulted in the transfer of several positions from the General Fund to the Sewer Utility Fund. In addition, some functions and positions were realigned in order to provide more efficient, high performance operations.

	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Amount	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget
Expense By Category						
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 418,070
Contractual Services	-	-	-	-	-	7,687
Internal Services	-	-	-	-	-	33,000
Other Charges	-	-	-	-	-	29,110
Materials & Supplies	-	-	-	-	-	3,550
Capital Outlay	-	-	-	-	-	1,500
Total Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 492,917
Funded FTEs						
Professional/Technical	-	-	-	-	-	5.00
Total Funded FTEs	-	-	-	-	-	5.00

IT'S A FACT:

York County has the largest vacuum collection system in Virginia serving 3,158 properties and approximately 8,500 residents.



Sewer Utility Fund
Infrastructure - Activity #25445

Mission

To provide exceptional customer service and support to both internal and external customers for Public Works and other County organizations primarily in the area of asset management, community development and regulation implementation and support of various work management software including technology, web page, infrastructure mapping and Miss Utilities.

Goals

- 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.

Implementation Strategies

- Develop sound business rule workflows for each aspect of the development process.
- Infrastructure work management software implementation team dedicated to customer service, support and training.
- Continue GPS of utility infrastructure to enhance field access of mapping for operations.
- Deploy tablets to field operations to utilize ArcGIS mapping and asset information.
- Maintain qualified staff through educational opportunities, user conferences, software certifications and seminars.

Budget Comments - FY2017

Funding for personnel reflects a fiscal year market adjustment of 1% plus a flat rate increase effective October 1 of \$500 or \$1250, depending on length of service. Rate increases in group life, health and dental are programmed, as well as a reduction to the VRS rate. An organizational restructuring combined the Department of General Services and divisions of Environmental Services to create the Department of Public Works. This allowed the merging of similar functions and resulted in the transfer of several positions from the General Fund to the Sewer Utility Fund. In addition, some functions and positions were realigned in order to provide more efficient, high performance operations.

	FY2013	FY2014	FY2015	FY2016	FY2016	FY2017
	Actual	Actual	Actual	Original	Estimated	Adopted
	Amount	Amount	Amount	Budget	Budget	Budget
Expense By Category						
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 594,888
Contractual Services	-	-	-	-	-	46,649
Internal Services	-	-	-	-	-	10,000
Other Charges	-	-	-	-	-	32,400
Materials & Supplies	-	-	-	-	-	3,400
Capital Outlay	-	-	-	-	-	13,000
Total Expenses	\$ -	\$ 700,337				
Funded FTEs						
Professional/Technical	-	-	-	-	-	6.30
Trades & Crafts	-	-	-	-	-	2.00
Total Funded FTEs	-	-	-	-	-	8.30

IT'S A FACT:

York County has in operation:
73.24 miles of vacuum main, 1,451 vacuum pots, 8 vacuum stations.



Sewer Utility Fund
Utility Operations - Activity #25446

Mission

Maintain and operate a cost efficient reliable sanitary sewer collection system in accordance with applicable environmental regulations while providing exceptional customer service.

Goals

- 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.

Implementation Strategies

- Actively pursue personnel development through classes and seminars; obtain and keep required certifications in NASCO PACP, MACP, LACP, Vacuum Operator School, Pump Preventative Maintenance, Electrical Controls, Programmable Logic Controls, VDOT Traffic Control, and OSHA Confined Space.

Budget Comments - FY2017

Funding for personnel reflects a fiscal year market adjustment of 1% plus a flat rate increase effective October 1 of \$500 or \$1250, depending on length of service. Rate increases in group life, health and dental are programmed, as well as a reduction to the VRS rate. An organizational restructuring combined the Department of General Services and divisions of Environmental Services to create the Department of Public Works. This allowed the merging of similar functions and resulted in the transfer of several positions from the General Fund to the Sewer Utility Fund. In addition, some functions and positions were realigned in order to provide more efficient, high performance operations.

	FY2013	FY2014	FY2015	FY2016	FY2016	FY2017
	Actual	Actual	Actual	Original	Estimated	Adopted
	Amount	Amount	Amount	Budget	Budget	Budget
Expense By Category						
Personnel Services	\$ 1,866,164	\$ 2,019,655	\$ 2,044,536	\$ 2,254,954	\$ 2,254,954	\$ 2,231,090
Contractual Services	205,519	294,730	336,951	371,125	371,125	385,862
Internal Services	257,705	258,579	231,664	301,284	301,284	196,011
Other Charges	920,925	942,824	955,352	974,406	974,406	959,083
Materials & Supplies	299,560	292,589	334,771	309,400	309,400	313,500
Leases & Rentals	-	236	4,423	-	-	-
Capital Outlay	7,068	22,817	7,532	22,950	22,950	19,700
Grants & Donations	29,476	-	-	-	-	-
Transfers to Other Funds	5,316	10	10	10	10	10
Total Expenses	\$ 3,591,733	\$ 3,831,440	\$ 3,915,239	\$ 4,234,129	\$ 4,234,129	\$ 4,105,256
Funded FTEs						
Professional/Technical	4.50	4.50	4.50	4.50	4.50	4.50
Admin/Clerical	0.75	0.75	0.75	0.75	0.75	1.25
Trades & Crafts	33.50	33.50	34.00	34.00	34.00	32.00
Total Funded FTEs	38.75	38.75	39.25	39.25	39.25	37.75

IT'S A FACT:

Utility Operations is responsible for over 240 miles of gravity sewer, 77 miles of vacuum sewer, 48 miles of force mains, 74 pump stations, 8 vacuum stations and serves over 23,000 residential homes in the County.



**Sewer Utility Fund
Engineering - Activity #25447**

Mission

Apply sound engineering principles for the design and review of sanitary sewer extensions in accordance with our standards and specifications and applicable environmental regulations while providing exceptional customer support to utility operations and our customers.

Goals

- 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.

Implementation Strategies

- Actively pursue personnel development through classes and seminars; obtain and keep required certifications in NASCO PACP, MACP, LACP, Fundamentals in Engineering (FE) and Professional Engineer (PE).

Budget Comments - FY2017

Funding for personnel reflects a fiscal year market adjustment of 1% plus a flat rate increase effective October 1 of \$500 or \$1250, depending on length of service. Rate increases in group life, health and dental are programmed, as well as a reduction to the VRS rate. An organizational restructuring combined the Department of General Services and divisions of Environmental Services to create the Department of Public Works. This allowed the merging of similar functions and resulted in the transfer of several positions from the General Fund to the Sewer Utility Fund. In addition, some functions and positions were realigned in order to provide more efficient, high performance operations.

	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Amount	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget
Expense By Category						
Personnel Services	\$ 1,474,126	\$ 1,506,523	\$ 1,552,845	\$ 1,644,096	\$ 1,644,096	\$ 735,314
Contractual Services	43,947	45,045	54,949	53,830	53,830	26,192
Internal Services	37,116	38,938	40,948	52,345	52,345	48,145
Other Charges	41,173	39,667	48,486	46,000	46,000	31,312
Materials & Supplies	9,557	8,335	2,489	7,425	7,425	3,325
Capital Outlay	30,238	8,798	7,277	19,300	19,300	5,000
Grants & Donations	1,623	-	-	-	-	-
Total Expenses	\$ 1,637,780	\$ 1,647,306	\$ 1,706,994	\$ 1,822,996	\$ 1,822,996	\$ 849,288
Funded FTEs						
Management	2.00	2.00	2.00	2.00	2.00	1.00
Professional/Technical	16.00	16.00	16.00	16.00	17.30	6.00
Admin/Clerical	0.50	0.50	0.50	0.50	0.50	1.00
Total Funded FTEs	18.50	18.50	18.50	18.50	19.80	8.00



Sewer Utility Fund
Debt Service - Activity #25448

Budget Comments - FY2017

Funding is programmed for the payment of principal, interest and fees on outstanding debt.

	FY2013	FY2014	FY2015	FY2016	FY2016	FY2017
	Actual	Actual	Actual	Original	Estimated	Adopted
	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
<u>Expense By Category</u>						
Principal	748,805	765,663	817,987	845,794	845,794	\$ 536,277
Interest	1,306,945	1,281,715	1,255,842	1,228,211	1,228,211	1,199,033
Amortization def charges	-	35,820	35,820	-	-	-
Other Debt Service	4,155	4,155	6,941	4,700	4,700	4,700
Total Expenses	<u>\$ 2,059,905</u>	<u>\$ 2,087,353</u>	<u>\$ 2,116,590</u>	<u>\$ 2,078,705</u>	<u>\$ 2,078,705</u>	<u>\$ 1,740,010</u>

IT'S A FACT:

York County will receive \$277,000 annually in federal subsidies on its
 2010 Sewer Build America Bonds (BABs) until 2040!

**Sewer Utility Fund
Utility Construction - Activity #90912**

Mission

To provide exceptional customer service while protecting the environment by designing and operating a dependable sanitary sewer collection system. Also, to ensure that our projects are constructed properly and in accordance with the approved plans providing operations and our customers with a reliable and safe utility.

Goals

- 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.

Implementation Strategies

- 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.

Budget Comments - FY2017

Funding has been provided for the continuation of sewer line rehabilitation, pump station rehabilitation, the Wolf Trap Road and Sinclair area sewer projects, emergency power generator equipment replacement and a closed circuit TV van replacement.

	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Amount	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget
<u>Expense By Category</u>						
Capital Outlay	\$ 10,217,367	\$ 409,959	\$ 455,734	\$ 5,527,195	\$ 5,527,195	\$ 3,350,000
Total Expenses	\$ 10,217,367	\$ 409,959	\$ 455,734	\$ 5,527,195	\$ 5,527,195	\$ 3,350,000



Revenues	FY2013 Actual Revenues	FY2014 Actual Revenues	FY2015 Actual Revenues	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget
YORKTOWN OPERATIONS FUND						
30315	Use of Money & Property					
1010 Interest on deposits	\$ 65	\$ 187	\$ -	\$ 100	\$ 100	\$ 100
2010 Rents	47,584	115,900	112,411	88,000	88,000	95,000
2010-006 Riverwalk land lease from EDA	1	1	1	1	1	1
Subtotal	<u>47,650</u>	<u>116,088</u>	<u>112,412</u>	<u>88,101</u>	<u>88,101</u>	<u>95,101</u>
30316	Charges for Services					
8040 Docking fees	41,140	50,296	51,694	45,000	45,000	50,000
Subtotal	<u>41,140</u>	<u>50,296</u>	<u>51,694</u>	<u>45,000</u>	<u>45,000</u>	<u>50,000</u>
30318	Miscellaneous					
3010 Prior year expense refund	2,137	-	-	-	-	-
9090 Miscellaneous local	192	332	291	200	200	300
Subtotal	<u>2,329</u>	<u>332</u>	<u>291</u>	<u>200</u>	<u>200</u>	<u>300</u>
30319	Recovered Costs					
2300 Health/Dental Surplus	-	143	-	-	-	-
Subtotal	<u>-</u>	<u>143</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
30341	Non-Revenue Receipts					
1010 Insurance recovery	1,200	-	-	-	-	-
Subtotal	<u>1,200</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Fund Total	<u>\$ 92,319</u>	<u>\$ 166,859</u>	<u>\$ 164,397</u>	<u>\$ 133,301</u>	<u>\$ 133,301</u>	<u>\$ 145,401</u>

A Net rent (rental income less expenses) collected from the tenant operations at Riverwalk Landing.
 B Revenue collected from the dock operations at the waterfront piers.

Yorktown Operations Fund
Docking Operations - Activity #28700

Mission

To support boating visitors at Yorktown's Riverwalk Landing Piers by providing them with a first class, professionally run maritime facility offering exceptional customer service. Our aim is that they have a safe and enjoyable stay, and that their experience be so positive that they will want to return to Yorktown with family and friends again and again. For residents, this all serves to enhance quality of life by providing a pleasurable gathering place where residents can experience the sense of "community" together. For out-of-town visitors and tourists, this all helps to orient and make them aware of the many opportunities in historic Yorktown, with its beautiful natural setting, charm, and many diverse businesses.

Goals

- 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, not compete with, 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.

Implementation Strategies

- Conduct a thorough annual review of the program to update standard operating procedures and develop strategies to implement improvements in service delivery and facilities.
- Proactively solicit customer feedback concerning patrons' docking experience at the piers.
- Perform updated benchmarking of fees and services at area marinas and docking facilities to ensure that the docking operations are still suitably priced so as not to compete with them.
- Enhance web-site coverage of the Riverwalk Landing Piers to increase overall visibility and to further publicize the attractiveness of Yorktown as a tourist destination.

Budget Comments - FY2017

Funding for personnel reflects a fiscal year market adjustment of 1% plus a flat rate increase effective October 1 of \$500 or \$1250, depending on length of service. Rate increases in group life, health and dental are programmed, as well as a reduction to the VRS rate. Personnel was also reduced by reallocating 0.30 FTE's to the General Fund.

	FY2013 Actual <u>Amount</u>	FY2014 Actual <u>Amount</u>	FY2015 Actual <u>Amount</u>	FY2016 Original <u>Budget</u>	FY2016 Estimated <u>Budget</u>	FY2017 Adopted <u>Budget</u>
<u>Expense By Category</u>						
Personnel Services	\$ 11,553	\$ 45,023	\$ 44,074	\$ 54,297	\$ 54,297	\$ 49,168
Contractual Services	63,996	1,252	3,924	5,850	5,850	6,950
Other Charges	1,651	7,196	9,395	10,445	10,445	10,635
Materials & Supplies	<u>1,693</u>	<u>1,248</u>	<u>707</u>	<u>3,100</u>	<u>3,100</u>	<u>3,850</u>
Total Expenses	\$ 78,893	\$ 54,719	\$ 58,100	\$ 73,692	\$ 73,692	\$ 70,603
<u>Funded FTEs</u>						
Professional/Technical	-	0.30	0.30	0.30	-	-
Total Funded FTEs	-	0.30	0.30	0.30	-	-



Yorktown Operations Fund
 Riverwalk Landing Retail Merchants Association - Activity #28920

Budget Comments - FY2017

Funding is provided for the dues payment to the Riverwalk Landing Retail Merchants Association.

	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Budget	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget
Expense By Category						
Other Charges	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000
Total Expenses	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000





**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. Individual division details follow this summary page.

**COUNTY OF YORK, VIRGINIA
REGIONAL RADIO PROJECT - FUND 30**

	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Amount	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget	% of Total FY2017 Funding Sources
Funding Sources							
Use of Money & Property	\$ 135,054	\$ 139,711	\$ 136,420	\$ 188,900	\$ 188,900	\$ 188,900	6.83%
Miscellaneous	1,337,356	1,429,543	1,672,798	1,532,627	1,532,627	1,532,627	55.38%
Recovered Costs	26,204	41,534	92,570	37,680	37,680	37,680	1.36%
Non-Revenue Receipts	55,706	-	-	-	-	-	0.00%
Transfers from Other Funds	944,565	1,013,931	1,007,931	1,007,931	1,007,931	1,007,931	36.43%
Total Funding Sources	\$ 2,498,885	\$ 2,624,719	\$ 2,909,719	\$ 2,767,138	\$ 2,767,138	\$ 2,767,138	100.00%
Expense by Activity							
Regional Radio Operations	\$ 2,402,484	\$ 2,489,324	\$ 2,585,457	\$ 2,767,138	\$ 2,767,138	\$ 2,767,138	0.00%
Rebanding	-	5,119	-	-	-	-	0.00%
Total Expenses	\$ 2,402,484	\$ 2,494,443	\$ 2,585,457	\$ 2,767,138	\$ 2,767,138	\$ 2,767,138	0.00%
Expense by Category							
Contractual Services	\$ 2,365,280	\$ 2,460,508	\$ 2,557,352	\$ 2,534,608	\$ 2,534,608	\$ 2,534,608	0.00%
Internal Services	23,079	27,328	25,383	27,409	27,409	20,196	-26.32%
Other Charges	1,124	6,387	1,206	4,700	4,700	7,700	63.83%
Materials & Supplies	13,000	220	516	18,500	18,500	18,500	0.00%
Capital Outlay	1	-	-	10,000	10,000	10,000	0.00%
Payments to Others	-	-	1,000	171,921	171,921	176,134	2.45%
Total Expenses	\$ 2,402,484	\$ 2,494,443	\$ 2,585,457	\$ 2,767,138	\$ 2,767,138	\$ 2,767,138	0.00%

FUND BALANCE SUMMARY FISCAL YEARS 2016-2017	
Beginning Fund Balance 7/1/2015	\$ 918,410
Projected FY2016 Funding Sources:	
Revenue	\$ 1,759,207
Other financing sources	1,007,931
	2,767,138
Projected FY2016 Expenditures	2,767,138
Net Change	-
Projected Fund Balance 6/30/2016	\$ 918,410
Projected FY2017 Funding Sources:	
Revenue	\$ 1,759,207
Other financing sources	1,007,931
	2,767,138
Projected FY2017 Expenditures	2,767,138
Net Change	-
Projected Fund Balance 6/30/2017	\$ 918,410

Key Service Indicators						
Number of communication towers/buildings	14	14	14	19	19	19
Preventative maintenance inspections & repairs	28	28	28	35	33	35
Number of radio subscribers on the system	3,250	3,250	3,250	3,500	3,300	3,500
Number of services provided to antennas	325	325	325	465	450	465
Number of tower climbs	25	25	25	35	30	35
Number of tower top amplifiers	28	28	28	33	33	33
Number of tower lights	126	126	126	126	126	126
Number of base stations	280	280	280	290	285	290
Calls for service to radio system	1,419	1,419	1,419	1,850	1,808	1,850

REGIONAL RADIO PROJECT FUND
REGIONAL RADIO PROJECT - REVENUES

Revenues	FY2013 Actual Revenues	FY2014 Actual Revenues	FY2015 Actual Revenues	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget	
REGIONAL RADIO PROJECT FUND							
30315	Use of Money & Property						
1010 Interest on deposits	\$ 1,334	\$ 3,291	\$ -	\$ 500	\$ 500	\$ 500	
3325-001 Air time usage-William & Mary	40,000	40,000	40,000	54,000	54,000	54,000	A
3325-002 Air time usage-Williamsburg	75,000	75,000	75,000	75,000	75,000	75,000	A
3325-003 Air time usage-National Park Svc	9,000	9,000	9,000	4,680	4,680	4,680	A
3325-004 Air time usage-Kingsmill	4,320	4,320	4,320	3,420	3,420	3,420	A
3325-005 Air time usage-Poquoson	-	-	-	32,580	32,580	32,580	A
3325-007 Air time usage-Eastern State	2,700	2,700	2,700	3,420	3,420	3,420	A
3325-008 Air time usage-Coast Guard	1,800	3,600	3,600	3,600	3,600	3,600	A
3325-009 Air time usage-Wmsbg Pub	900	1,800	1,800	2,700	2,700	2,700	A
3325-010 Air time usage-Colonial Wmsbg	-	-	-	9,000	9,000	9,000	A
Subtotal	<u>135,054</u>	<u>139,711</u>	<u>136,420</u>	<u>188,900</u>	<u>188,900</u>	<u>188,900</u>	
30318	Miscellaneous						
3326-001 Reimb for maint-William & Mary	-	-	-	48,600	48,600	48,600	B
3326-002 Reimb for maint-Williamsburg	35,800	38,300	38,300	38,300	38,300	38,300	B
3326-003 Reimb for maint-National Park Svc	-	-	-	4,500	4,500	4,500	B
3326-004 Reimb for maint-Kingsmill	-	-	-	3,420	3,420	3,420	B
3326-005 Reimb for maint-Poquoson	2,205	2,205	2,190	2,370	2,370	2,370	B
3326-007 Reimb for maint-Eastern State	-	-	-	3,060	3,060	3,060	B
3326-008 Reimb for maint-Gloucester	334,913	350,116	387,273	404,574	404,574	404,574	B
3326-009 Reimb for maint-James City County	944,565	1,013,931	1,007,931	1,007,931	1,007,931	1,007,931	B
3326-010 Reimb for maint-HERSA	19,872	19,872	19,872	19,872	19,872	19,872	B
9090 Local miscellaneous	1	-	-	-	-	-	
9090-001 Frequency reconfiguration	-	5,119	217,232	-	-	-	
Subtotal	<u>1,337,356</u>	<u>1,429,543</u>	<u>1,672,798</u>	<u>1,532,627</u>	<u>1,532,627</u>	<u>1,532,627</u>	
30319	Local Recovered Costs						
3000 Gloucester-Ops Cost Sharing	26,204	26,924	27,284	37,680	37,680	37,680	C
3324-001-215 Rep & Maint Tower Damage	-	-	65,286	-	-	-	
3920 Recovered costs cell comp	-	10,000	-	-	-	-	
9901 Prior year recovered costs misc	-	4,610	-	-	-	-	
Subtotal	<u>26,204</u>	<u>41,534</u>	<u>92,570</u>	<u>37,680</u>	<u>37,680</u>	<u>37,680</u>	
30341	Non-Revenue Receipts						
1010 Insurance recovery	51,230	-	-	-	-	-	
1010-008 Glouc Ins Recvry	4,476	-	-	-	-	-	
Subtotal	<u>55,706</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
30351	Transfers from Other Funds						
1010 General Fund	944,565	1,013,931	1,007,931	1,007,931	1,007,931	1,007,931	D
Subtotal	<u>944,565</u>	<u>1,013,931</u>	<u>1,007,931</u>	<u>1,007,931</u>	<u>1,007,931</u>	<u>1,007,931</u>	
Fund Total	\$ 2,498,885	\$ 2,624,719	\$ 2,909,719	\$ 2,767,138	\$ 2,767,138	\$ 2,767,138	

- A Airtime usage from other agencies for the use of the regional radio system.
- B Reimbursement for the maintenance of the regional radio system.
- C Gloucester's share of the operating costs of the regional radio system, based on the air-time usage revenue.
- D Transfer from the General Fund for York's share of the maintenance contract for the regional radio system.

**Regional Radio Project
Regional Radio Operations - Activity #78496**

Mission

Support the mission-critical needs of our individual and collective public safety and public service personnel, and residents' property and business interests by providing one communication system that will deliver regional-wide interoperability, enabling seamless sharing of voice and data traffic. Revenues collected from tenants on the system for airtime usage are deposited to this fund and available to offset the operational costs of the system, or returned to members.

Goals

- 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, amplifiers and antennas.

Implementation Strategies

- Formed regional purchasing cooperative.
- Formed Policy Team by member agencies.
- Implement an 800 MHz single integrated simulcast system with 20-channel.
- Develop a state of the art looped microwave network.
- Install an emergency communications management solution.
- Provide system enhancements.
- Expand the regional system by allowing other tenants to join the regional radio system.
- Share costs for maintenance of the system.

Budget Comments - FY2017

Level funding has been provided.

	FY2013	FY2014	FY2015	FY2016	FY2016	FY2017
	Actual	Actual	Actual	Original	Estimated	Adopted
	Amount	Amount	Amount	Budget	Budget	Budget
<u>Expense By Category</u>						
Contractual Services	\$ 2,365,280	\$ 2,460,508	\$ 2,557,352	\$ 2,534,608	\$ 2,534,608	\$ 2,534,608
Internal Services	23,079	27,328	25,383	27,409	27,409	20,196
Other Charges	1,124	1,268	1,206	4,700	4,700	7,700
Materials & Supplies	13,000	220	516	18,500	18,500	18,500
Capital Outlay	1	-	-	10,000	10,000	10,000
Payment to Others	-	-	1,000	171,921	171,921	176,134
Total Expenses	\$ 2,402,484	\$ 2,489,324	\$ 2,585,457	\$ 2,767,138	\$ 2,767,138	\$ 2,767,138

IT'S A FACT:

York County and James City County 911 Centers utilize the radio maintenance system to provide back-up between the two communications centers.

This has eliminated the need for telephone lines or fiber optic infrastructure, and has reduced costs.



**Regional Radio Project
Rebanding - Activity #78497**

Mission

The Federal Communications Commission (FCC) has reallocated the available radio frequencies and assigned the 700 MHz channels to public safety and public service. As a result, all 800 MHz public safety radio systems must be reprogrammed known as "rebanding." Rebanding will minimize the dangerous interference between commercial and public safety users on the 800 MHz regional radio system as quickly as possible while still protecting on-going operations. Sprint Nextel is responsible for funding all required expenses related to returning the region's 800 MHz radio system.

Goals

- 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.

Implementation Strategies

- The County negotiated with the firm that constructed, installed and is currently maintaining the system to perform the rebanding work as an extension of the system construction and maintenance agreement.
- File FCC Applications for license modifications.
- Request Sprint Nextel to clear frequencies and reconfigure infrastructure and mobile units.
- Complete system cutover, acceptance testing, true-up with Sprint Nextel.
- Completion of rebanding project.

Budget Comments - FY2017

This project has been completed.

	FY2013 Actual Amount	FY2014 Actual Amount	FY2015 Actual Budget	FY2016 Original Budget	FY2016 Estimated Budget	FY2017 Adopted Budget
<u>Expense By Category</u>						
Other Charges	\$ -	\$ 5,119	\$ -	\$ -	\$ -	\$ -
Total Expenses	\$ -	\$ 5,119	\$ -	\$ -	\$ -	\$ -

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.

Glossary

Comprehensive Annual Financial Report	The County's financial statements which complies with the accounting requirements established by the Governmental Accounting Standards Board (GASB).
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.

Glossary

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.
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.

Glossary

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.
Performance Measures	Specific quantitative and qualitative measures of work performed as an objective of the department.
Personnel Services	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.
Proprietary Funds	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.
Property Tax	Property taxes are levied on both real and personal property according to the property's valuation and the tax rate.
Reconciliation	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.
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
HRP	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

Acronyms

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
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
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
WIP	Watershed Implementation Plans
WHF	Williamsburg Health Foundation
Wmbg	Williamsburg
WYCG-TV	York County government television channel

Payments to Agencies

<u>Agency Name</u>	<u>FY2017 Adopted</u>	<u>Fund Type</u>
Child Development Resources (First Steps Child Care)	115,662	General
Colonial Behavioral Health	825,000	General
Colonial Community Corrections	48,509	General
Colonial Group Home Commission	435,428	General
Economic Development Authority	33,000	General
Greater Williamsburg Chamber & Tourism Alliance	430,000	General/Tourism
Greater Williamsburg Chamber & Tourism Alliance - \$2.00 Occupancy Tax	1,100,000	Tourism
Greater Williamsburg Partnership	64,026	General
Hampton Roads Military & Federal Facilities Alliance	33,477	General
Hampton Roads Planning District Commission		
HR Clean Community System	4,401	General
Member Contribution	53,917	General
Municipal Construction Standards Committee	2,654	Sewer Utility
Metropolitan Medical Response System (MMRS)	13,479	General
Regional Stormwater Program	11,668	Stormwater Management
Regional Stormwater Legal Support	5,734	General
Wastewater Programs	3,201	Sewer Utility
Special Assessment for UAWG Planner	4,712	Sewer Utility
Sea Level	6,066	Water Utility
Regional Water Programs	2,350	Water Utility
Heritage Humane Society	14,667	General
Housing Partnerships Inc.	5,000	General
Jamestown-Yorktown Foundation	100,000	Tourism
Lackey Clinic	11,358	General
Middle Peninsula Juvenile Detention Commission Merrimac Center	437,800	General
NASA Aeronautics Support Team (NAST)	24,000	General
Peninsula Council for Workforce Development	28,910	General
Peninsula Health District	312,292	General
Peninsula Regional Animal Shelter	263,690	General
Regional Air Service Enhancement Fund (RAISE)	26,186	General
Thomas Nelson Community College		
Capital Program	79,114	General
Peninsula Work Force Development Center	21,000	General
Thomas Nelson Workforce Center Lease	25,245	General
Virginia Air & Space Center	10,000	Tourism
Virginia Peninsula Chamber of Commerce	2,500	General
Virginia Peninsula Mayors & Chairs Comm on Homelessness	14,454	General
Virginia Peninsula Regional Jail	2,564,812	General
Waterman's Museum	20,000	Tourism
Williamsburg Area Medical Assistance Corp (Olde Towne)	89,200	General
Williamsburg Area Transit Authority	368,975	General/Tourism
Williamsburg Regional Library	581,520	General
YMCA - Upper County Center	75,000	General
York County Arts Commission	35,000	General
York County Chamber of Commerce	4,800	General
York County Historical Committee	7,500	Tourism
York Poquoson Social Services		
Comprehensive Services Act	294,400	General
Local Match - Programs/Operations	1,876,008	General
Yorktown Foundation		
Celebrate Yorktown Committee - Symphony	5,000	Tourism
Tall Ships Committee	5,000	Tourism
Sub-total Agency Funding	<u>10,596,715</u>	
<u>Civic and Cultural Organizations</u>		
American Red Cross York-Poquoson Chapter	3,300	General
Avalon: A Center for Women and Children	3,500	General
Colonial Court Appointed Special Advocates (CASA)	3,040	General
Hospice House & Support Care of Williamsburg	2,500	General
Natasha House, Inc.	4,000	General
Peninsula Agency on Aging, Inc.	3,700	General
The Arc of Greater Williamsburg	1,000	General
Transitions Family Violence Services	4,000	General
Versability Resources	1,625	General
Virginia Peninsula Food Bank	4,960	General
Williamsburg Area Faith in Action	1,375	General
Williamsburg Area Meals on Wheels	2,500	General
York County Meals on Wheels	3,500	General
Youth Volunteer Corps of Hampton Roads	1,000	General
Sub-total Civic and Cultural Organizations	<u>40,000</u>	

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