



# FY2023 Adopted Budget



# Adopted Annual Budget - Fiscal Year 2023

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# County of York

## Board of Supervisors



Sheila S. Noll,  
Chairman



Thomas G. Shepperd, Jr.,  
Vice Chairman



G. Stephen Roane, Jr.



Walter C. Zaremba



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  
Candice D. Kelley  
Krystyn L. Reid  
J. D. Diggs

## County Officials

County Administrator  
County Attorney  
Deputy County Administrator  
Assistant County Administrator

Neil A. Morgan  
James E. Barnett, Jr.  
Mark L. Bellamy, Jr.  
Brian P. Fuller



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**County of York  
Virginia**

For the Fiscal Year Beginning

**July 01, 2021**

*Christopher P. Morill*

Executive Director

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, 2022:

---

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

---

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

A RESOLUTION TO ADOPT THE FISCAL YEAR 2023-2028 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 2023-2028 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 2023-2028 Capital Improvements Program;

NOW, THEREFORE, BE IT RESOLVED by the York County Board of Supervisors this 3rd day of May, 2022, that the County Administrator's proposed Fiscal Year 2023-2028 Capital Improvements Program, be, and is hereby, adopted.

A Copy Teste:

\_\_\_\_\_  
Heather L. Schott  
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, 2022:

---

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

---

On motion of Mr. Shepperd, 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 81<sup>st</sup> Congress, and codified in 20 U.S.C. Sections 7701 et seq. (hereinafter “the Act”), provides for federal financial assistance to local educational agencies in areas affected by federal activities; and

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

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

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

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

NOW, THEREFORE, BE IT RESOLVED by the York County Board of Supervisors this 3rd day of May, 2022, that, for Fiscal Year 2022, a portion of the York County, Virginia, local real property tax rate equal to fifty seven cents (\$0.57) per \$100 of valuation be, and is hereby, designated for school purposes as provided in 34 CFR Section 222.2.

A Copy Teste:



Heather L. Schott  
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, 2022:

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

On motion of Mr. Green, which carried 4:1, 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 2022, 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 2022 beginning January 1, 2022, and ending December 31, 2022; 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, 2022 that the following County tax levies be, and they hereby are, imposed for the calendar year 2022:

Class of Property	Rate Per \$100 of Assessed Valuation
1. Real Estate	.78
2. Tangible Personal Property	4.00

- |    |  |            |
|----|--|------------|
| 3. | Tangible Personal Property—<br>for one vehicle owned by a<br>disabled veteran  | 1.00       |
| 4. | Machinery and Tools  | 4.00       |
| 5. | Vehicles without motive<br>power, used or designed to be<br>used as manufactured homes as<br>defined in Section 36-85.3 of<br>the Code of Virginia | .78        |
| 6. | Boats or watercraft  | .000000001 |

BE IT FURTHER ORDAINED that if a mobile home is delivered or moved to York County after January 1st 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:



Heather L. Schott  
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, 2022:

---

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

---

On motion of Mr. Green, which carried 4:1, 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, 2022, AND ENDING JUNE 30, 2023

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, 2022, and ending June 30, 2023, 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 2023 educational budget is based upon funding from the federal government in the amount of \$21,779,561; from the state government in the amount of \$86,772,624; from the local appropriations in the amount of \$58,637,094; and other local revenues in the amount of \$2,202,012;

NOW, THEREFORE, BE IT RESOLVED by the York County Board of Supervisors this 3rd day of May, 2022, that the fiscal year 2023 annual budget of the York County School Division for school operations in the amount of \$169,391,291 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 \$7,647,812 for fiscal year 2023 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 \$30,289,457 for fiscal year 2023, 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 the annual budget in the sum of \$538,000 for fiscal year 2023, be and is hereby, approved for the School Division Workers Compensation 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 the annual budget in the sum of \$3,996,000 for fiscal year 2023, be and is hereby, approved for the School Division Technology 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 \$19,371,500 for fiscal year 2023 be, and is hereby, made for school capital projects.

BE IT STILL FURTHER RESOLVED that the fiscal year 2023 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 2023 be, and are hereby, made in the General Fund for the following functions:

<u>Function</u>	<u>Amount</u>
Administrative Services	\$ 3,496,246
Judicial Services	3,442,122
Public Safety	44,092,839
Planning & Development Services	3,054,734
Management Services	11,050,410
Education & Educational Services	70,645,480
Human Services	4,605,855
Public Works	10,745,604
Community Services	3,702,680
Capital Outlay, Fund Transfers & Non-Departmental	10,985,630
Total General Fund	<u>\$ 165,821,600</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 \$70,645,480 appropriated above from the General Fund for Education and Educational Services, includes \$58,637,094 for the local contribution to the School Division for support of the School operating budget and, of this amount \$57,430,494 is appropriated as a non-categorical appropriation to be allocated among the various school operating categories as the School Board deems necessary and \$1,206,600 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 the annual appropriation in the sum of \$4,394,987 for fiscal year 2023 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 \$7,417,206 for fiscal year 2023 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 \$413,000 for fiscal year 2023 be, and is hereby, made in the Grant Fund.

BE IT STILL FURTHER RESOLVED that the annual appropriation in the sum of \$6,000 for fiscal year 2023 be, and is hereby, made in the Law Library Fund.

BE IT STILL FURTHER RESOLVED that the annual appropriation in the sum of \$1,835,805 for fiscal year 2023 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 \$1,154,294 for fiscal year 2023 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 \$5,268,508 for fiscal year 2023 be, and is hereby, made in the County Debt Service Fund.

BE IT STILL FURTHER RESOLVED that the annual appropriation in the sum of \$19,273,071 for fiscal year 2023 be, and is hereby, made in the School Debt Service Fund.

BE IT STILL FURTHER RESOLVED that the annual appropriation in the sum of \$969,640 for fiscal year 2023 be, and is hereby, made in the Stormwater Management Fund.

BE IT STILL FURTHER RESOLVED that the annual appropriation in the sum of \$36,405,000 for fiscal year 2023 be, and is hereby, made in the County Capital Fund.

BE IT STILL FURTHER RESOLVED that the annual appropriation in the sum of \$937,231 for fiscal year 2023 be, and is hereby, made in the Yorktown Capital Fund.

BE IT STILL FURTHER RESOLVED that the annual appropriation in the sum of \$362,179 for fiscal year 2023 be, and is hereby, made in the Workers' Compensation Fund.

BE IT STILL FURTHER RESOLVED that the annual appropriation in the sum of \$6,375,984 for fiscal year 2023 be, and is hereby, made in the Vehicle Maintenance Fund.

BE IT STILL FURTHER RESOLVED that the annual appropriation in the sum of \$1,883,614 for fiscal year 2023 be, and is hereby, made in the Information Technology Fund.

BE IT STILL FURTHER RESOLVED that the annual appropriation in the sum of \$16,681,600 for fiscal year 2023 be, and is hereby, made in the Health & Dental Insurance Fund.

BE IT STILL FURTHER RESOLVED that the following appropriations for fiscal year 2023 be, and are hereby, made in the Enterprise Funds:

<u>Fund</u>	<u>Amount</u>
Solid Waste Management Fund	\$ 6,234,758
Water Utility Fund	\$ 319,180
Sewer Utility Fund	\$ 17,294,386
Yorktown Operations Fund	\$ 196,033
Regional Radio Project Fund	\$ 4,940,752

BE IT STILL FURTHER RESOLVED that the County Administrator is hereby authorized to implement a supplemental pay adjustment to employees in January 2023, with the exception of department heads and constitutional officers, in the amount not to exceed \$750 upon certification by the County Administrator to the Board of Supervisors by October 31, 2022 that the following conditions have been met: adequate surplus for Fiscal Year 2022 for all commitments including this pay adjustment; state action relating to the grocery tax does not negatively affect the Fiscal Year 2023 adopted budget; consumer revenues meet or exceed the projections made in the Fiscal Year 2023 adopted budget.

BE IT STILL FURTHER RESOLVED that funding in the amount of \$650,000 is authorized to be transferred to the School Division for the purpose of providing employees, except principals and senior leadership, with a compensation adjustment as determined by the School Board upon certification by the County Administrator to the Board of Supervisors by October 31, 2022 that the following conditions have been met: adequate surplus for Fiscal Year 2022 for all commitments including this transfer; state action relating to the grocery tax does not negatively affect the Fiscal Year 2023 adopted budget; consumer revenues meet or exceed the projections made in the Fiscal Year 2023 adopted budget.

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

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

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

BE IT STILL FURTHER RESOLVED that, the County Administrator shall be, and is hereby, authorized to do all things necessary to apply for federal and state library

aid and in addition, the annual appropriation for library operations be, and is hereby, adjusted for all funds received under this program in accordance with the recommendations of the York County Library Board.

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

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

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

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

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

BE IT STILL FURTHER RESOLVED that funds received from the Federal Emergency Management Agency (FEMA) for reimbursements for expenses incurred as a result of unusual or infrequent events not to exceed \$100,000 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 \$100,000 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 2023 in the various funds for the purpose of liquidating encumbered purchase transactions and for continuing capital and special projects as of June 30, 2022.

BE IT STILL FURTHER RESOLVED that the annual appropriations in the Capital Projects Fund, Stormwater Fund, Yorktown Capital Fund, Tourism Fund, Vehicle Maintenance Fund, Health Insurance Fund, Solid Waste Management Fund, Regional Radio Project Fund, Children and Family Services Fund, Social Services Fund, Workers Compensation Fund, Grants and Donations Fund, Information Technology Fund Yorktown Operations Fund, Water Utility Fund and the Sewer Fund unencumbered appropriations at June 30, 2022, be and hereby, adjusted when year-end carryover funding becomes available, not to exceed the applicable fund balance/net assets/net position as recorded in the County's audited accounting records; the County Administrator shall advise the Board of Supervisors in writing of all such actions.

BE IT STILL FURTHER RESOLVED that the annual appropriation of the General Fund and other effected funds be and hereby, adjusted when year-end carryover funding becomes available; 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 Deputy Finance Director be, and are hereby, the authorized signers for the Finance Department petty cash account available to allow for emergency purchases necessary in daily County operations.

A Copy Teste:



Heather L. Schott  
Deputy Clerk

COUNTY ADMINISTRATOR  
Neil A. Morgan



BOARD OF SUPERVISORS  
Walter C. Zaremba  
District 1  
Sheila S. Noll  
District 2  
W. Chad Green  
District 3  
G. Stephen Roane, Jr.  
District 4  
Thomas G. Shepperd, Jr.  
District 5

June 10, 2022

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

Dear Members of the Board:

Subject: Adopted Budget Reflecting Adjustments from the Proposed Budget – Fiscal Year 2023

I am pleased to present the Fiscal Year 2023 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, 2022. For context, I have included the transmittal memo that introduced my proposed budget. The net effect of the changes from the proposed budget is shown below.

Funds	Proposed	Adjustments	Adopted
General Fund	\$ 165,762,600	\$ 59,000	\$ 165,821,600
Tourism Fund	4,394,987	-	4,394,987
Technology Fund	1,883,614	-	1,883,614
Vehicle Maintenance Fund	5,901,534	474,450	6,375,984
Enterprise Funds	28,942,609	42,500	28,985,109
Other County Funds	90,875,134	(151,600)	90,723,534
Interfund Transfers	<u>(40,306,922)</u>	<u>(101,400)</u>	<u>(40,408,322)</u>
Total County Budget, Net of Interfund Transfers	<u>\$ 257,453,556</u>	<u>\$ 322,950</u>	<u>\$ 257,776,506</u>

The FY2023 Adopted Budget represents a carefully considered fiscal plan. It reflects a plan that invests in all of the Board's strategic priorities while lowering tax rates. There was a slight inflation adjustment for Parks and Recreation program fees, but no other fees were increased. This budget also fully funds the School Division's request and provides a meaningful compensation package for County staff.

224 Ballard Street • P.O. Box 532 • Yorktown, Virginia 23690-0532 • (757) 890-3320  
Fax: (757) 890-4002 • TDD (757) 890-3621 • Email: [bos@yorkcounty.gov](mailto:bos@yorkcounty.gov)  
*A Hampton Roads Community*

Since the presentation of the FY2023 Proposed Budget, the following adjustments have been adopted:

<u>Description</u>	<u>Amount</u>
Revenues	
Decrease Real Estate Tax - Disabled & Elderly Relief	\$ (50,000)
Increase in Compensation Board Salaries	50,000
Increase in Business License Taxes	<u>59,000</u>
Total General Fund Revenue Increase	<u>\$ 59,000</u>
Expenditures	
Increase in internal fuel charges for all departments	\$ 206,200
Increase in Contractual Services - Sheriff's Office	2,800
Decrease in Debt Service	<u>(150,000)</u>
Total General Fund Expenditure Increase	<u>\$ 59,000</u>

As a result of these adjustments, the adopted General Fund Budget has been increased to \$165,821,600.

In addition to the General Fund, there were changes in other funds due primarily to an increased forecast for fuel prices through the end of the year. Raising our estimate from \$3.25/gallon to \$4.05/gallon increased the Vehicle Maintenance fund expenditures by \$474,450 to \$6,375,984. The higher fuel estimate also led to increases of \$34,800 in the Sewer Fund and \$7,700 in the Solid Waste Fund, resulting in a total Enterprise Fund budget of \$28,985,109.

Other County Funds' budgets saw a net reduction of \$151,600, driven primarily by debt service costs being \$150,000 lower than estimated for our debt issued in late May. The remaining difference is related to the change in fuel cost charged by Vehicle Maintenance. The effect of these changes resulted in a budget for Other Funds of \$90,723,534.

The General Assembly has come to a compromise on the state budget, and the bill is pending the Governor's signature. He has indicated that he is considering additional recommendations for the final version, but nothing would suggest that he intends to push for any changes that would directly impact the County's FY23 budget. In particular, the budget preserves the local portion of the sales tax as we assumed in developing our budget.

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

York County Board of Supervisors  
June 10, 2022  
Page 3

Finally, I also wish to thank the Budget Division for their hard work and dedication throughout the budget cycle.

Sincerely,

A handwritten signature in black ink, appearing to read 'Neil A. Morgan', with a long horizontal flourish extending to the right.

Neil A. Morgan  
County Administrator

Copy to: Deputy County Administrator  
Assistant County Administrator  
Department Directors  
Constitutional Officers  
Superintendent of Schools

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**COUNTY ADMINISTRATOR**

Neil A. Morgan



**BOARD OF SUPERVISORS**

Walter C. Zaremba  
District 1  
Sheila S. Noll  
District 2  
W. Chad Green  
District 3  
G. Stephen Roane, Jr.  
District 4  
Thomas G. Shepperd, Jr.  
District 5

March 15, 2022

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

Dear Members of the Board:

Subject: County Administrator's Budget Message – Fiscal Year 2023

I am pleased to present to the Board of Supervisors and citizens the County's Fiscal Year 2023 Proposed Budget. One of the most important processes undertaken by the County each year, the annual budget provides the financial blueprint needed to implement the Board's strategic priorities:

- Exemplary Public Safety
- Excellent Educational Opportunities
- Value-Driven Economic Development
- Quality Technology Investments
- Outstanding Communication and Customer Service
- Environmental Stewardship with a Focus on Resiliency

As we begin to emerge from the economic effects of a historic health emergency, we still face uncertainty about the impact the economic recovery will have on the County's finances. As I mentioned at the work session on March 1<sup>st</sup>, the General Assembly is also considering two bills that seek to eliminate all or part of the sales tax on groceries. If the Assembly passes a bill that eliminates the 1% local portion, it would have a negative impact on our revenues of approximately \$3 million. This budget has been prepared assuming that any action by the General Assembly to eliminate the local portion will have corresponding hold harmless actions.

As we are all aware, inflationary trends are at 40-year highs. The Social Security Administration acknowledged the high inflation rate in its most recent cost of living increase of 5.9%, and the Consumer Price Index reached 7.5% in January. This directly impacts our expenses, as costs of goods and services rise; it also indirectly affects our personnel expenses as we are compelled to raise wages and salaries in competition with our neighboring localities. In addition, the Federal Reserve's monetary policy response to inflation is almost certain to increase future borrowing costs as interest rates rise. Inflation also impacts our revenues, both as asset values increase and as higher prices translate into higher sales and use tax revenue.

**224 Ballard Street • P.O. Box 532 • Yorktown, Virginia 23690-0532 • (757) 890-3320**

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*A Hampton Roads Community*

In preparing the Proposed Budget, we were mindful of the effects inflation has on our revenues and expenses, balancing these forces with the need to provide meaningful compensation increases to maintain a quality professional workforce, while making efforts to reduce costs wherever possible. All of these factors informed our revenue and expenditure assumptions.

2022 is a biennial reassessment year for York County. Inflationary pressures led to an average increase in property assessments of 7% across the County. My proposed budget includes a \$0.015 per \$100 decrease in the Real Estate Tax Rate for fiscal year 2023, which would partially, but not completely, offset the rise in tax assessments for this year. I am not recommending any change to the Personal Property Tax Rate this year. However, due to increasing assessments, Personal Property Tax revenues are expected to increase overall. The Personal Property Tax Rate largely applies to automobiles, and though the rate is higher than Real Estate, it is applied to a smaller base, resulting in a smaller tax for citizens and businesses. Since this tax is value-based, owners of higher value vehicles will see a larger increase than owners of less valuable vehicles, generally impacting lower income families less. Keeping the Personal Property Tax Rate unchanged is consistent with the fact that York County's rate remains one of the lowest for Hampton Roads. Finally, we assumed sales, use, and other consumption-based tax revenues to increase by 25% driven by a combination of inflation and continuing increased economic activity as we recover from the pandemic.

Likewise, our expenditures are expected to rise mostly due to inflation. This will largely be reflected in increased personnel costs, but we expect to see a general increase in costs of materials, supplies, and contractual services as well. Departmental management and Budget staff analyzed these costs in great detail, and significant changes were further discussed among the Budget Committee. During these discussions, we explored ways to reduce costs wherever feasible while maintaining a high level of service to our citizens.

One way we were able to reduce costs was by identifying any new equipment with warranty coverage. New equipment typically has a 1-2 year warranty period, during which the County does not incur repair and maintenance costs. This allows us to reduce the budgeted repair and maintenance expenses during the warranty period. Another source of savings is maintenance service contracts. Several of the County's service contracts include labor and provide a discount on parts. By entering into a service agreement, we can lower our time and material costs for repairs and maintenance.

Strategically timing our borrowing provides another cost-saving opportunity. With interest rates expected to increase by 50 basis points or more over the next year, we can significantly reduce our cost of debt by borrowing money for our Capital Projects sooner. To this end, the Board authorized the issuance of \$34 million in debt at the March 1<sup>st</sup> meeting.

As inflation affects fuel prices even more dramatically than other goods, the cost of operating our fleet of vehicles is increasing. One way to combat this is by replacing older vehicles with hybrid vehicles with much better fuel economy. Having received positive feedback from the Sheriff's Office on the current hybrid vehicles in the fleet, we will be adding more hybrid vehicles to the fleet during the FY23 replacement cycle. Not only does this offer cost savings, but it aligns with the Board's strategic priority of Environmental Stewardship with a Focus on Resiliency.

Finally, with the creation of the Yorktown Patrol District, the increase in personnel costs for new Sheriff's Deputies will be largely offset by lower overtime costs attributable to the existing patrols.

My proposed expenditure priorities focus mainly on the Board's strategic priorities of Excellent Educational Opportunities and Exemplary Public Safety. Specifically, I am recommending an additional \$1.8 million increase in the contribution to the York County School Division's Operating Budget, along with an additional \$1.0 million in debt funding for School Division CIP projects. In keeping with our commitment to staffing the new Fire Station #7 as well as incrementally increasing Fire & Life Safety staff positions as the County population expands, I recommend adding ten new positions. I am also recommending the addition of four new positions in the Sheriff's Office, two patrol Deputies and two School Resource Officers. This action will proactively provide the resources which keep York County a low crime community and provide adequate staffing to place a School Resource Officer in each high school and middle school in the County.

As you are well aware, the recent labor market has presented all employers with a tremendous challenge in hiring and retaining quality employees, and York County is no exception. This budget includes a meaningful compensation increase for County employees that combines a 5% base increase with an additional \$1,500. This strategy provides all employees in good standing a raise and proportionately favors the large portion of the workforce that generally earn lower salaries. This is critical to maintain the Board's commitment to Outstanding Communication and Customer Service.

As this recommended budget was being finalized, we began to grow concerned that the Russian invasion of the Ukraine could present a "black swan" event with the potential to reduce projected economic growth and corresponding County revenues. We will need to carefully monitor this new threat to our budget going forward.

I would like to acknowledge the excellent work of our Budget staff. Further, I wish to thank all the County Departments and Constitutional Officers for their assistance in preparing this recommended County budget. Finally, I greatly appreciate the hard work of our senior staff Budget Review Team comprised of the Deputy County Administrator and Acting Director of Human Resources Mark Bellamy, Assistant County Administrator Brian Fuller, Director of Public Works Brian Woodward, and Director of Finance Theresa Owens.

Sincerely,



Neil A. Morgan  
County Administrator

Copy to: Deputy County Administrator  
Assistant County Administrator  
Department Directors  
Constitutional Officers  
Superintendent of Schools

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## 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 after the Duke of York in 1643, along with the river that determines the County's character. 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. Yorktown Day, as it is now known, is commemorated and celebrated every year as a local holiday!



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

## Form of Government

The County of York, Virginia (the County) is organized under the traditional form of government (as defined under Virginia Law). The governing body of the County is the Board of Supervisors that establishes policies for the administration of the County. The Board of Supervisors is comprised of one member from each of the 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.



## Geography

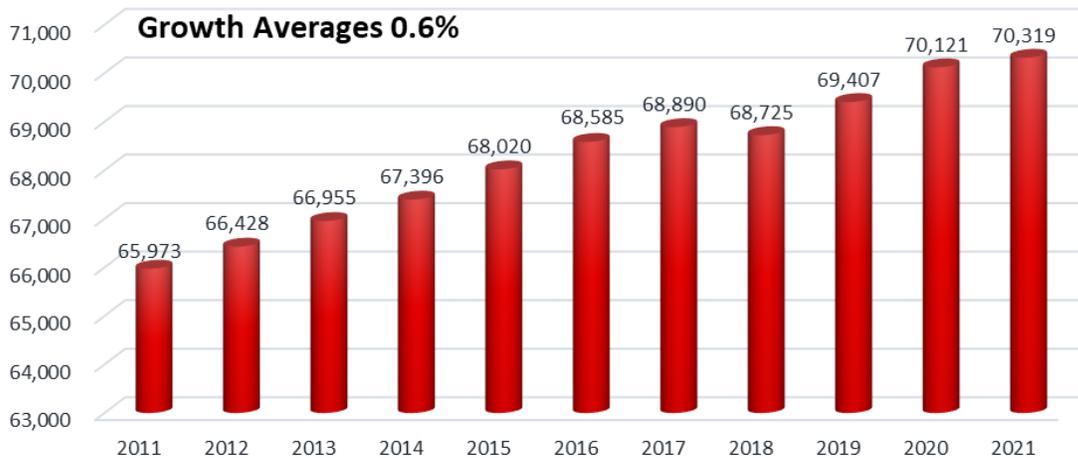
York County consists of approximately 106 square miles, with federal and national park holdings making up over 40% of the total area. The County is located in the Virginia Coastal Plain on a peninsula formed by the James and York Rivers and the Chesapeake Bay. This Peninsula includes James City County and the cities of Hampton, Newport News, Poquoson and Williamsburg, all of which share a border with York County. The County and the Peninsula are part of the greater Hampton Roads region and its boundaries 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.



*Yorktown Battlefield,  
Colonial National Historical Park*

## Demographics

York County is home to an estimated 70,319 people and ranks 19th in population among the state's 95 counties and 30th among the 133 cities and counties. In land area, however, the County is the 3rd smallest county in Virginia, making it the 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 0.6%.



*Source: Weldon Cooper Center for Public Service-Updated January 28, 2022*

Half of the growth between 2011 and 2021 is attributable to net migration (the difference between the number of people moving in and the number of people moving out).

## **Age**

The 2019 median age in the County was 41.3 years. After decades of steady growth, the County's median age appears to be changing more slowly. Despite continued growth in the 55 and older population, Census Bureau estimates suggest that the median age has increased relatively slowly since the 2010 Census. The County's median age is higher than in the Virginia Beach-Norfolk-Newport News metro area (36.1) and Virginia as a whole (38.5). The general trend toward an older population is expected to continue in coming years.

## **Race and Hispanic Origin**

The racial composition of the County's population has been fairly stable, with the Caucasian race representing 68.9% of the population in 2020. The African-American race represented 12.7% of the population in 2020 while the Asian and Hispanic populations represented 6.1% and 7.3%, respectively.

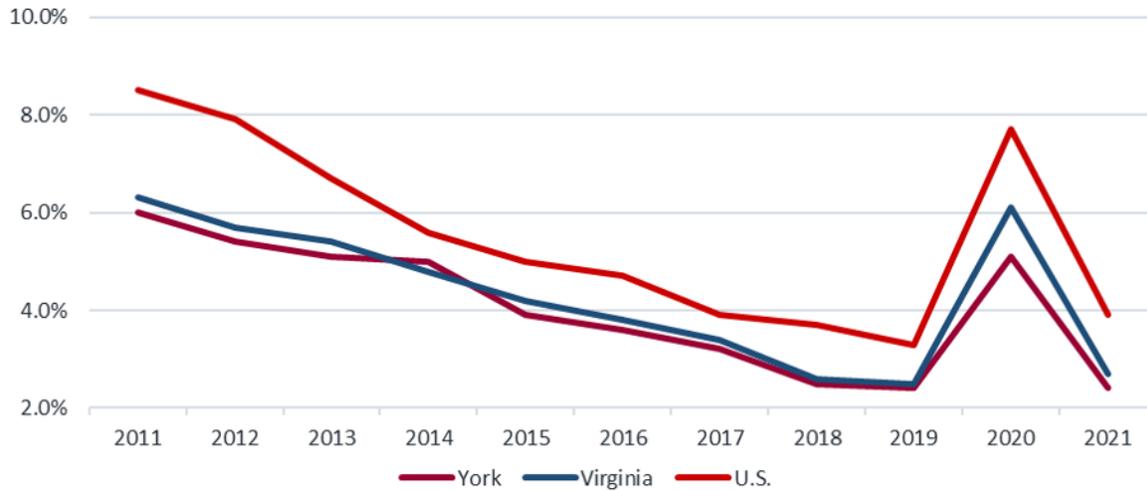
## **Households**

Roughly 60% of the County's approximately 26,000 households are married-couple families, despite an increase in other types of living arrangements such as single-parent families, unrelated people living together, and people living alone. This prevalence of married-couple families in York County is reflected in its relatively large average household size, which, at 2.76 persons per household, is the highest on the Peninsula and higher than averages for both the state (2.61) and the Virginia Beach-Norfolk-Newport News metropolitan area (2.59).

## **Labor Force and Unemployment**

The civilian labor force is well educated, with 95% of its population 25 and older holding at least a high school diploma. Of those high school graduates, 50% hold at least a bachelor's degree. York County has one of the lowest unemployment rates in the metropolitan area at 2.4% (as of November 2021), and it consistently trails the regional, statewide, and national rates. However, unemployment climbed in 2020, as it did across the United States because of the COVID-19 pandemic, jumping from 3.1% in March to 10.4% in April and then declining almost every month thereafter as restrictions on businesses were eased and economic conditions in the County improved. York County finished the year with an average unemployment rate of 5.3% and continued to rebound in 2021.

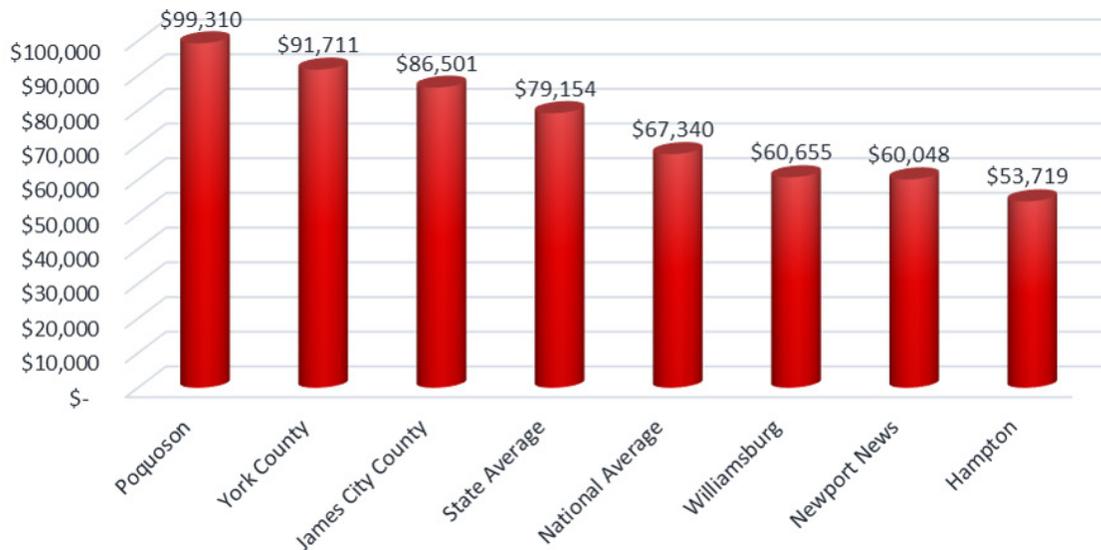
# Unemployment Rates



Source: Virginia Employment Commission-November 2021

## Income

York County's median household income of \$91,711 makes it one of the most affluent localities in Hampton Roads, according to the U.S. Census Bureau. York County also has one of the lowest poverty rates on the Peninsula with an estimated 4.7% of the population living below the poverty line in 2020, according to the Census Bureau.



Source: U.S. Census Bureau, Small Area Income and Poverty Estimates (SAIPE) Program (2020)

## Educational Attainment

	York	Virginia	U.S.
Grad./Prof.	22%	17%	12%
Bachelor's	25%	22%	20%
Some College	29%	27%	29%
High School	19%	24%	27%
< 12th Grade	5%	10%	12%

Source: U.S. Census Bureau American Community Survey, Educational Attainment (2019)

## 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 beautiful parks and public water access all contribute to the County's reputation as a desirable place to live. But it's the programs and services offered to our citizens that make York County a great place to live and work. These are just some of the comments we have recently received from our residents:

*"We at Cybernetics would like to thank all of the York-Poquoson Sheriff's Deputies that provided us with excellent service over the past year. We would not have been able to successfully start phasing in our automated traffic control system without the public awareness that the Deputies brought to our parking lot. Again, thank you Deputies, great job."*

*"I would like to pass on my appreciation for the excellent service provided by Mr. Willie Banks. He executed a yard debris pick up this morning at my residence. Mr. Banks took great care in ensuring all the debris was picked up, stopping several times to rake the debris into piles for pickup by the claw. There was virtually nothing left once he was finished."*

*"Since 2016, I have been very pleased with the help I have received from the Planning Office. Everyone has been very helpful throughout the process. Many thanks to all involved"*

*"I want to express my sincere thanks to you and your team to the fast and very professional response you gave clearing the storm water ditch... As you know, a huge tree fell following the rain and snow event on Monday, Jan 3, taking several others with it, largely blocking the stormwater ditch. You and your team responded in less than 48 hours, devised a plan and immediately went to work. The result was amazing that in such a short time you had cleared the ditch, took preventive measures against future blockage and finished the job in 2 days. Your work was amazing. As a York County homeowner resident, I am sincerely thankful that our county has such a responsive and thorough professionals in Stormwater Operations. Please pass my thanks to your team."*

*"I heard about the Look out/Lock out program from YPSO at the York County Senior Center. Alan Bartnikowski and Shawn Kekoa-Dearhart installed the device on my door and I want to send a special thank you for this service. I am so grateful for their courteous and friendly community service. With all their other duties, I appreciate the community outreach that YPSO Crime Prevention provides"*

*"Captain James Scruggs was the BEST Dockmaster we've ever met. He went over and above our expectations to make sure our visit (to Riverwalk Landing Marina) was safe and enjoyable."*

## ■ Economic Development

York County seeks to create a diverse economic base through recruiting, growing and retaining business across a variety of industries. Its strongest ally is the York County Economic Development Authority (EDA). Established in 1972, the EDA is a political subdivision of the Commonwealth of Virginia and has unique powers established in the Code of Virginia. The EDA is a conduit for non-taxable industrial revenue bonds, and can legally own, develop, and sell/ lease commercial real estate. It also can provide incentives necessary to close deals within targeted industry sectors. In FY20, the EDA awarded \$179,120 grant dollars, which garnered over \$1,573,000 in private commercial investment in the County.

In FY21, the EDA sold two properties in the York River Commerce Park South and went under contract on a third parcel. These sales will ultimately add 22,000 sq. ft. of new light industrial space to the County. The EDA also closed with the Miller Group on three acres in Busch Industrial Park for a 20,000 sq. ft. flex space building. With the EDA's assistance, the owner of Kingsgate Green Shopping Center announced new leases with Ollies and Ashley Furniture, which will backfill two-thirds of the vacant Big K space on Mooretown Road in Upper York County. A third tenant is poised to complete full backfill of the former Big K space in calendar year 2022.

In addition to the activity mentioned above, the County continues to see slow but steady positive movement in the commercial retail sector, with backfill of existing retail space representing many of the growth opportunities. The EDA has contracted with Retail Strategies, a nationally-recognized retail recruiting company, to continue building momentum in the overall retail commercial space, with a special focus on high visibility and high value retail spaces.

Commercial construction rebounded significantly in FY2021, with permit values of \$45.3 million compared to \$28.4 million in FY2020. There were roughly half as many new commercial projects permitted in FY2021 as in FY2020, but the values were much higher.

York County's economic development focus pivoted in March 2020 to provide emergency assistance to our business community in response to the COVID-19 pandemic. Staff provided timely and comprehensive information about available resources, promoted existing business operations, and distributed PPE to businesses. Additionally, the county administered two pandemic-related grant programs, which provided over \$1,835,000 in COVID assistance to 241 businesses between July 2020 and January 2022.

York County continued to take a leadership role in regional endeavors involving home-based businesses, entrepreneurs, and the Eastern Virginia Regional Industrial Facilities Authority (EVRIFA). Launchpad: The Greater Williamsburg Business Incubator, another regional economic development effort among York County, the City of Williamsburg, James City County, and The College of William & Mary, took root in 2020, and began to pay dividends in FY21.

## Home-Based Business Support

Due to the COVID-19 pandemic, York County, in partnership with the five other Peninsula localities and Gloucester County, was forced to cancel the annual Home-Based Business Conference, planned for late October 2021. The conference plans to resume again in the fall of 2022. The seven localities transitioned the monthly Home-based Business Lunch & Learn sessions to a virtual format and continued to host that popular series from March through September 2021. The new and more flexible format allowed more participants to attend than ever before. The group launched a new regional website in the fall of 2021 to provide a central location for local home-based business resources. [www.peninsulahbb.com](http://www.peninsulahbb.com).



## START Peninsula

The 10th annual regional START Peninsula pitch competition was held virtually in November 2021. The competition consists of three micro-pitch competitions throughout the year, plus one final pitch event for the micro-pitch winners. Three grand prize winners were chosen from the twelve pitchers at the final competition to receive \$5,000 each to fuel their business growth, plus admission to one of the area's business incubators, such as Launchpad. Housed under the William & Mary, Alan B. Miller Entrepreneurship Center, Launchpad provides access to multiple William



& Mary resources, including an extensive mentor/coach network, industry experts, interns, and a full-time incubator manager.

## **EVRIFA**

Officially established in November 2018, by the Peninsula localities and Gloucester, EVRIFA grew to 10 localities in FY2020 by adding Isle of Wight, Franklin and Chesapeake. In FY 2021, six of the EVRIFA members, including York County, agreed to participate in acquiring 432 acres of surplus state property in York County formerly known as the “Fuel Farm”. The EVRIFA closed on the property in December 2021 and is leasing 250 acres for a 20-megawatt solar facility and utilizing a GO Virginia grant to facilitate development of the remaining acreage as a light industrial park.



## **Greater Williamsburg Partnership**

Under the auspices of the Greater Williamsburg Partnership (GWP), York County joined the City of Williamsburg and James City County, in submitting a successful \$600,000 EPA Brownfields Grant application to fund environmental assessments of land and buildings, and redevelopment planning efforts in the region over the next three years. Funds from this grant are already being utilized to brand and promote the new EDGE District, a food and drink destination, bridging all three localities.



Additionally, these localities collaborated to apply for two Virginia Tourism Grants in support of the Edge District. Both grants were successfully awarded and additional marketing efforts are now being developed for the area.

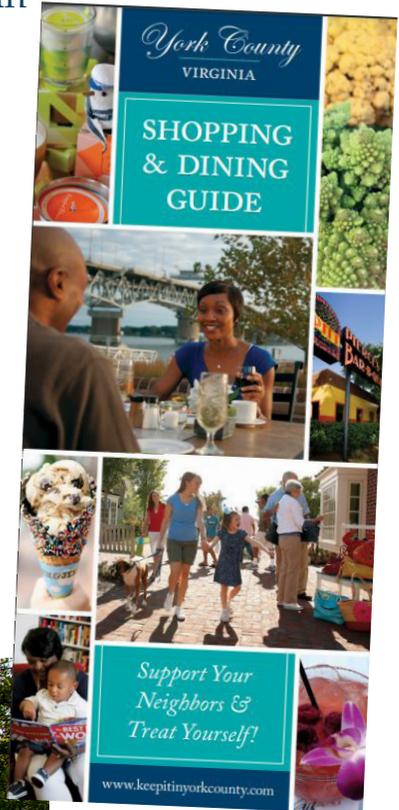
## **Hampton Roads Alliance**

Effective December 1, 2021 the communities of James City County, Williamsburg and York County, aligned their regional economic development association with other regional endeavors, and joined the Hampton Roads Alliance. The entire region will benefit from the comprehensive strategic cooperation, workforce development and general collaboration provided by membership in the Hampton Roads Alliance.



## Department of Economic and Tourism Development

Building on the idea of collaboration and strategic cooperation, York County's Offices of Economic Development and Tourism Development have joined to become the Department of Economic and Tourism Development. There is significant collaboration and overlapping areas of work, most especially related to the Riverwalk Landing area and various kinds of marketing and event planning. A major part of our economic base is tourism, so bringing them together in York County is stronger than in a community where tourism is less significant. The reorganization will provide organizational continuity, a consolidated resource base, and opportunities for new ways of doing business in the future. The merger became effective December 1, 2021 and will incrementally be phased in over the next year.



## Statistical Information

### Top Employers

Employer	Industry	No. of Employees
Naval Weapons Station/Cheatham Annex	Government	3,787
York County School Division	Government	1,874
U.S Coast Guard Station	Government	1,063
Sentara Williamsburg Regional Medical Center	Hospital	787
York County Government	Government	779
Walmart	Retail	752
Water Country	Water Park	546
Great Wolf Lodge of Williamsburg, LLC	Hotel & Water Park	386
Kroger	Retail	275
YMCA	Recreation	250

*Includes full-time and part-time positions*

*Source: York County, Annual Comprehensive Financial Report - June 30, 2021*

### Taxpayers

Taxpayer	2020 Assessed Valuation	% of Total Assessment
Virginia Power Company	\$ 318,272,575	3.02%
Lawyers Title/Fairfield Resorts/Wyndham	184,765,580	1.76%
City of Newport News	134,899,500	1.28%
GWR OP Lessee VA LLC (Great Wolf Lodge)	120,491,445	1.15%
BP/Western Refining/ Plains Marketing	87,711,770	0.83%
Kings Creek Plantation	87,665,120	0.83%
Moyork LLC (Commonwealth Apartments)	49,743,200	0.47%
Busch Entertainment/Water Country USA	42,909,880	0.41%
Walmart	40,092,965	0.38%
Holiday Inn Club Vacations	36,175,395	0.34%
	<u>\$ 1,102,727,430</u>	10.47%

*Source: York County, Annual Comprehensive Financial Report - June 30, 2021.*

## School Division

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



We Believe...

- Student achievement and continuous student growth are the core priorities of our school division.
- Excellence is characterized by a caring, involved and dedicated school community that exceeds expectations and strives to make our schools even better.
- Student achievement is excelling academically to one’s highest potential.
- Achievement is more than performance on standardized tests.
- Educational experiences should be designed to engage students in making contributions as productive citizens.
- Division employees must be committed to motivating all students to achieve positive learning outcomes.
- Family and community involvement are essential to our mission.
- Recruiting and retaining a highly qualified and diverse staff are paramount to the success of our students.
- Students should use technology to improve and maximize the impact of their work.
- Data should be used to inform and adjust instruction and decision making.
- Student wellness supports student success.
- Students learn best in safe and secure environments.

### Education Statistical Data

School Year	Enrollment	Operating Expenditures	Cost per Student
2021	12,244	\$152,426,999	\$12,449
2020	12,914	141,539,075	10,960
2019	12,756	138,364,647	10,847
2018	12,610	134,443,718	10,662
2017	12,584	128,406,319	10,204

Source: York County School Division, Annual Comprehensive Financial Report - June 30, 2021  
Per Pupil Expenditures FY2021

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.

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 monthly to local education agencies based on school age population.

Federal revenue includes Title I-A, Title II-A, Title III-A, Title VI-B, CRRSA-ESSER II, ARP-ESSER III 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 vehicles, 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 budget and capital improvement program documents. Details can be accessed via the internet at [yorkcountyschools.org](http://yorkcountyschools.org)



# Budget Summary & Significant Impacts for Fiscal Year 2023

The adopted budget for all funds net of transfers to other funds for Fiscal Year 2023 is \$257.7 million. It consists of the General Fund budget of \$165.8 million, the Debt Service Funds of \$24.5 million, the Enterprise Funds Expense Budget of \$29.0 million, the Capital Projects Budget of \$38.3 million and smaller funds that amount to \$40.5 million, less \$40.4 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 \$70.6 million or 27.4% of the total budget, not including the County's support for the School Division's CIP. The total budget, exclusive of the support for Education and Educational Services, amounts to \$187.1 million. After Education and Educational Services, the second highest expenditure category for the County is Public Safety. This function comprises \$44.1 million or 17.1% of the total budget.

A brief description of each fund type and any significant impacts for the Fiscal Year 2023 follows.

## General Fund Budget - \$165,821,600

### General Fund Revenues

General Fund revenues are derived from a variety of sources. Of the \$165.8 million in revenue estimated for Fiscal Year 2023, \$148.6 million, or 89.6%, is from local revenue. The primary sources of local revenue are General Property Taxes (62.2%) and Other Local Taxes (23.6%), which combined are \$142.2 million, or 85.8% of the total revenue.

FY2023 was a reassessment year and resulted increase assessment values of 7.16%. Therefore, included in the adopted budget is a decrease in the Real Estate tax rate from \$0.795 to \$0.78 and a slight inflationary adjustment to Parks & Recreation Fees. There are no other rate or fee changes in this budget.

Additional local revenue categories include Permits, Fees, and Regulatory Licenses; Fines and Forfeitures; Use of Money and Property; Charges for Services; Fiscal Agent Fees and Administration; Miscellaneous; and Recovered Costs. Collectively these sources account for 3.8% of the General Fund revenues, or \$6.4 million.

Other sources total \$2.1 million, or 1.3%, and include payments from the School Division for grounds maintenance, video services, radio maintenance, and law enforcement. In addition to these sources, there is also a transfer from the Marquis Community Development Authority Special Revenue Account to compensate for the public services (e.g., law enforcement, emergency responses) provided within the project area.

The remaining \$15.1 million, or 9.1%, is from various state and federal government supported programs.

## **General Fund Expenditures**

The total adopted General Fund expenditure budget is \$165.8 million, which is \$13.8 million, or 9.1%, higher than the current year budget.

Included in the General Fund is a \$1.8 million increase to the transfer to the School Division's operating budget. Working with the Superintendent, we believe this amount is sufficient in a year with strong state education funding.

Other expenditure increases include an increase in debt service for the financing of the renovation and construction of the Yorktown Library and the construction of the new law enforcement building which will began construction in the summer/fall of 2022. In addition to the debt service for capital projects, the budget includes an increase in transfers to the Capital Projects Fund of \$1.1 million to cash fund various other capital projects.

The budget includes additional staffing in Public Safety to include ten additional firefighters, two school resources officers, and two patrol deputies. The firefighter positions begin the process of staffing the new fire station #7. The addition of the school resource officers mean that all high schools and all middle schools will be staffed with resource officers, a goal of both the School Division and the County. The additional patrol deputies proactively maintains York County's position as a safe community. Additional staffing is also necessary to meet the increasing needs in the Commonwealth Attorney's office and the Clerk of Courts' offices. Included in the budget is reclassifying a part-time position in the Circuit Court's office to full-time to create a drug court program for the residents of York and Poquoson. In addition, three positions in Public Affairs, the Commissioner of Revenue and the Housing offices were converted from part-time to full-time for their growing needs. With the opening of the expanded Yorktown Library, youth programs will be increased, therefore this budget includes the addition of the Youth Services Librarian. A Management Analyst position has been included in the budget in the Planning and Development Services budget.

The compensation recommendation includes a salary increase of 5% and \$1,500 for all full-time County employees effective July 1, 2022 and an increase in health insurance rates for the County and employees effective January 1, 2023. This translates into an increase ranging from approximately 6% to 10% for full-time County employees. The County's VRS rate also will increase in FY2023 going from 11.87% to 13.35%.

## **Enterprise Funds Expense Budgets - \$28,985,109**

The various funds included in this total are the Solid Waste Management Fund (\$6.2 million), the Water Utility Fund (\$0.3 million), the Sewer Utility Fund (\$17.3 million), the Yorktown Operations Fund (\$0.2 million), and the Regional Radio Project Fund (\$4.9 million). Revenue in these funds is primarily generated through user fees and connection charges. There are no fee increases in the Enterprise Funds.

Water and Sewer Utility Funds account for the water and sewer operations and capital projects. Significant Sewer Utility Fund projects for Fiscal Year 2023 include new sanitary sewer extension for the Whites Faulkner area, line rehabilitation and stream restoration, and other sewer line and pump station rehabilitation projects included in the six-year CIP.

## **Other County Funds Expense Budgets - \$103,378,119**

Other fund types maintained by the County include Special Revenue Funds (\$15.2 million), Debt Service Funds (\$24.5 million), Capital Projects Funds (\$38.3 million), and Internal Service Funds (\$25.3 million). These are special-purpose fund types that account for various activities throughout the County.

The expenditure budgets for these combined funds reflect an increase of \$30.8 million. The Capital Projects Funds make up the majority of the increase which is due to the construction of the Law Enforcement Building.

Included in Special Revenue Funds is the Tourism Fund. As part of a County reorganization, the Office of Economic Development was moved to the Tourism Fund and became the Department of Economic and Tourism Development. The reorganization provide a consolidated resource base and opportunities for a new way of doing business in the future.

Included is the Debt Service Funds for both the County and the School capital projects and they reflect the increase in the debt service payments required on the outstanding debt including new debt in FY2022 for the replacement of public safety equipment, the Yorktown Library expansion and site work and construction on the Law Enforcement building.

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. Included in the budget is a rate increase of 10% for both the employer portion and the employee portion effective January 1, 2023.

### **Interfund Transfers - \$40,408,322**

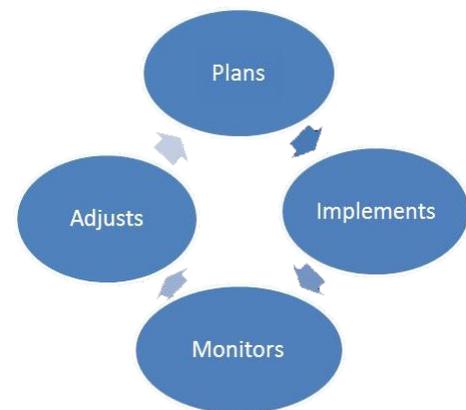
As a part of doing business, funds are transferred from one County fund to another. These transfers include transfers from the General Fund for debt service payments or the Capital Projects Funds for capital projects. They also include payments collected in one fund for services provided in either Special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

## ■ Budget Process and Calendar

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

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

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



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

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

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

## **FY2023 Operating Budget Calendar**

### **August 2021**

- 8/3/2021 Tuesday FY2023-FY2028 Capital Improvements Program forms distributed to departments
- 8/27/2021 Friday FY2023-FY2028 Capital Improvements Program submissions are due to Budget

### **September 2021**

- 9/7/2021 Tuesday Capital Improvements Planning Committee Kickoff Meeting for planning purposes.
- 9/24/2021 Friday Capital Improvements Program Review Committee Meeting
- 9/30/2021 Thursday FY2023 Budget Call for all departments

### **October 2021**

- 10/5/2021 Tuesday FY2023 Agency Funding Request Packages distributed

### **November 2021**

- 11/17/2021 Wednesday FY2023 budget submissions are due from departments

### **December 2021**

- 12/7/2021 Tuesday Preliminary CIP presented to Board

### **January 2022**

- 1/7/2022 Friday FY2023 revenue estimates from Director of Finance
- 1/18/2022 Tuesday Begin Budget Review Committee Meetings
- 1/18/2022 Tuesday FY2023 Public Forum
- 1/20/2022 Thursday Budget Review Committee Meetings begin

### **February 2022**

- 2/1/2022 Tuesday FY2023 Budget - Work Session
- 2/11/2022 Friday Final Budget Review Committee Meeting

### **March 2022**

- 3/1/2022 Tuesday FY2023 Budget - Work Session
- 3/15/2022 Tuesday Presentation of FY2023 Proposed Budget
- 3/16/2022 Wednesday FY2023 Agency Funding notifications distributed (Outside Agencies)

### **April 2022**

- 4/5/2022 Tuesday FY2023 Budget - Work Session
- 4/19/2022 Tuesday Public Hearings on FY2023 Budget and CY2022 Tax Rates

### **May 2022**

- 5/3/2022 Tuesday Adoption of FY2023 Budget, Capital Improvements Program and Calendar Year Tax Rates

# ■ Financial Management Policies

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

## **Purpose:**

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

## **Procedure:**

Sound financial management policies:

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

## **1. Cash Management**

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

## 2. Financial Reporting

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

- Generally Accepted Accounting Principles of the United States of America (GAAP).
- Government Accounting Standards (GAS), issued by the Comptroller General of the United States.
- Uniform Financial Reporting Manual, issued by the Auditor of Public Accounts of the Commonwealth of Virginia.
- Specifications for Audits of Counties, Cities and Towns, issued by the Auditor of Public Accounts of the Commonwealth of Virginia.
- Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards ("Uniform Guidance"), and the Compliance Supplement, issued by the U.S. Office of Management and Budget.
- Government Finance Officers Association's Certificate of Achievement for Excellence in Financial Reporting Program.
- Code of Virginia, and other legal and regulatory bodies' requirements, as applicable.

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

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

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

### 3. Annual Budget

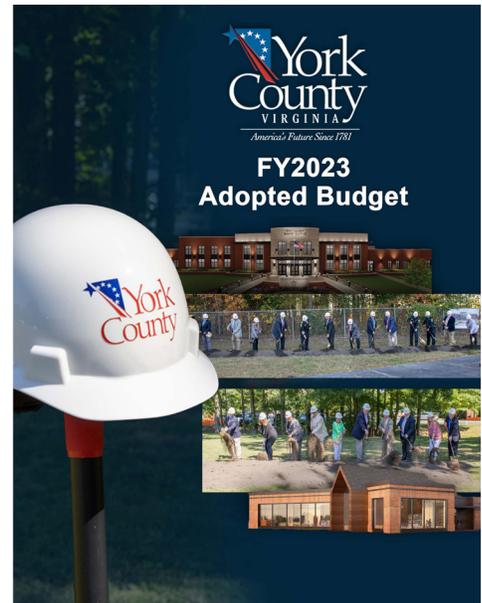
The annual budget will be prepared under the guidelines provided by the Code of Virginia, the County Code and by the Government Finance Officers Association in the Distinguished Budget Award Program. The annual budget will be for the fiscal period beginning July 1 and ending June 30.

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

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

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

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



## 4. Revenues and Expenditures

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

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

## 5. Capital Improvements Program

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



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

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

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

## 6. Reserves

### General Fund

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

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

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

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

### Other

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

## **7. Debt Management**

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

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

The County emphasizes pay-as-you-go capital financing. Whenever the County decides to issue bonds, the term of the issue will not exceed the useful life of the capital project being financed. The issuance of variable rate debt by the County will be issued only in a prudent and fiscally responsible manner.

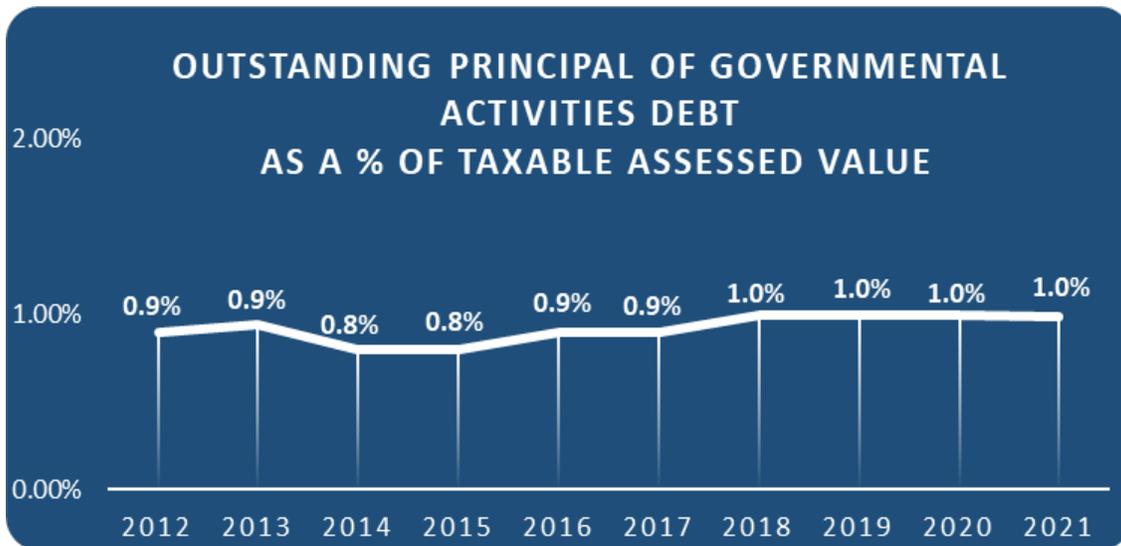
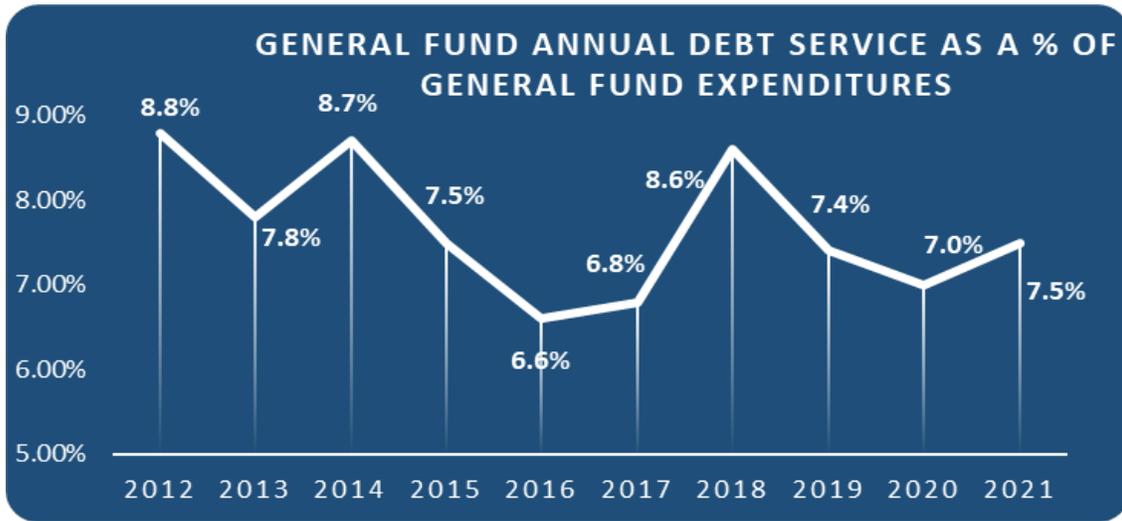
Recognizing both the historical interest rate savings and the risks associated with variable rate debt, the County will limit variable rate debt exposure to approximately 20% of total outstanding debt. Debt service on any variable rate debt will be budgeted at a conservative interest rate. Prior to issuing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

## **8. Tax-Supported Debt**

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

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

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



## 9. Post-Issuance Compliance

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

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

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

## **10. Policy Review and Update**

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

### **Treasurer's Investment Policy**

The Treasurer's current Investment Policy is shown below.

#### **Governing Authority**

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

#### **Scope**

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

#### **Pooling of Funds**

Except for cash in certain restricted and special funds, cash and reserve balances from all funds will be consolidated to maximize investment earnings and to increase efficiencies with regard to investment pricing, safekeeping and administration. Investment income will be allocated to the various funds based on their respective participation and in accordance with generally accepted accounting principles.

## ■ General Objectives

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

### **Safety**

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

#### **Credit Risk**

Minimize credit risk, which is the risk of loss due to the failure of the security issuer or backer by: limiting investments to the types of securities listed in this investment policy; and 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; and 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 RIAs 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 safekeeping 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, misrepresentation by third parties, unanticipated changes in financial markets, or imprudent actions by employees.

## **Suitable and Authorized Investments**

### **Investment Types**

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

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

### **Deposit Accounts and Collateralization**

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

## **Investment Parameters**

### **Diversification**

The investments shall be diversified by:

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

### **Performance Standards**

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

### **Reporting**

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

### **Policy Considerations**

#### **Exemption**

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

#### **Amendments**

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

## Bond Ratings

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

- Very strong economy, which benefits from participation in the broad and diverse Hampton Roads area economy, coupled with good access to Richmond, VA and its employment base;
- Very strong budgetary flexibility with 2013 audited reserves at 27% of General Fund expenditures;
- Strong budgetary performance, which takes into account a relatively stable revenue stream;
- Very strong liquidity providing very strong cash levels to cover both debt service and expenditures;
- Strong management with good financial policies and a consistent ability to maintain balanced budgets; and
- Very strong debt and contingent liabilities position, driven mostly by the County's low net direct debt.

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

## Fund Structure

The accounts of the County are organized on the basis of funds, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate self-balancing set of accounts that comprise assets, liabilities, revenues and expenditures/expenses. The following fund types are used: governmental, proprietary, trust and agency funds and component units. Any fund whose revenues or expenditures, excluding other financing sources and uses, constitute more than 10% of the revenues or expenditures of the appropriated budget is considered to be a major fund. The County's General Fund, Tourism, Yorktown Capital Improvement, County Capital, Debt Service Education and Sewer Funds are projected to be major funds in fiscal year 2023.

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

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

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

## **Governmental Funds**

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

### **General Fund**

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

### **Special Revenue Funds**

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

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

### **Debt Service Funds**

(County, School)

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

### **Capital Project Funds**

(Stormwater Management, Yorktown Capital Improvements, County Capital)

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

## **Proprietary Funds**

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

### **Internal Service Funds**

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

#### **Workers' Compensation Fund**

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

### Vehicle Maintenance Fund

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

### Information Technology Fund

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

### Health & Dental Insurance Fund

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

## Enterprise Funds

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

### Solid Waste Management Fund

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

### Water Utility Fund

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

### Sewer Utility Fund

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

### Yorktown Operations Fund

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

### Regional Radio System Fund

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

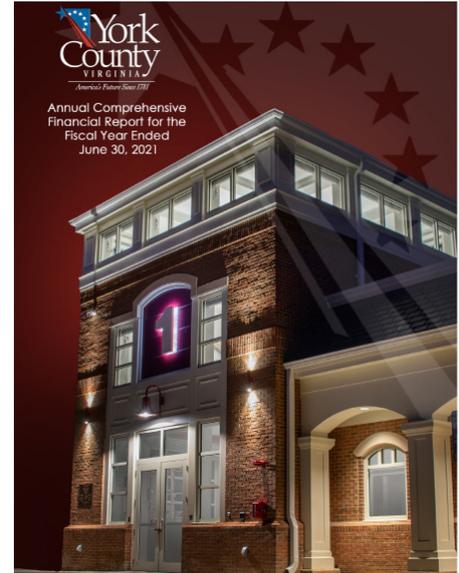
## Basis of Budgeting and Accounting

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

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

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

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



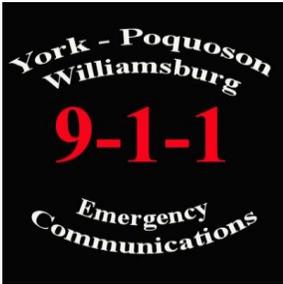
The Governmental Accounting Standards Board (GASB) is the accepted primary standard-setting body for establishing governmental accounting and financial reporting principles.

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

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

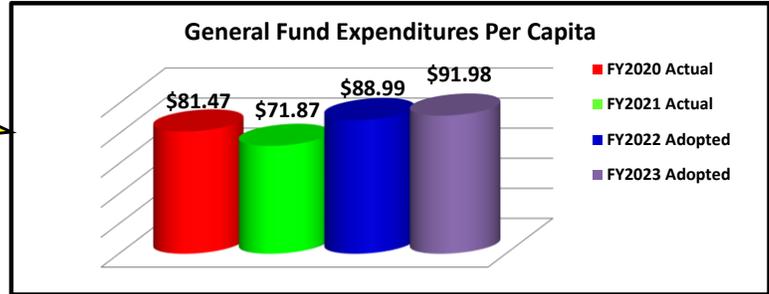
# Summary Page Guide

## Emergency Communications Radio Maintenance & Security Services



*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 professional, expedient, and efficient response to any emergency and non emergency call for service.*

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



### Department Overview

#### Emergency Communications

- Answers emergency and non emergency calls, including wireless E-911 calls using Enhanced 911 System and Text to 911. Dispatches personnel/equipment to emergency and non-emergency scenes using numerous radio systems and Computer Aided Dispatch (CAD) System. Provides pre-arrival Emergency Medical Dispatch (EMD) on all medical calls received.
- Maintains a Regional Records Management System for Law Enforcement Agencies; Processes and maintains criminal records and corresponds with other law enforcement or public service jurisdictions.
- Answers after-hour calls for County services and dispatches appropriate on-call workers; to include Waste Management and creates ticket requests accordingly.
- Monitors cameras at key locations throughout the County to include intrusion/fire alarms for County buildings, receives and dispatches intrusion and fire alarms received from central stations for commercial businesses/private residences; responds to Surry and National Warning Systems Instaphones.

#### Radio Maintenance

- Coordinates and manages resources and contractual services relative to the 800Mhz Regional Radio System.
- Oversees the installation, service, maintenance, and removal of two-way radio devices.

#### **Department Overview:**

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

#### Security Services

- Manages resources and contractual services for all installation, service and maintenance of visual and audible warning systems, control access systems, fire alarm systems and CCTV throughout the County.



#### **Highlights:**

This area will provide pictures of departments in action.

# A Guide to the Summary Budget Pages

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

York County Departmental Budget Documents <u>Board of Supervisors</u>					
<b>Budgetary Costs</b>		FY2020 Actual	FY2021 Actual	FY2022 Adopted	FY2023 Adopted
Personnel		\$XXXXXX	\$XXXXXX	\$XXXXXX	\$XXXXXX
Contractual Services		XXXXXX	XXXXXX	XXXXXX	XXXXXX
Internal Services		XXXXXX	XXXXXX	XXXXXX	XXXXXX
Other Charges		XXXXXX	XXXXXX	XXXXXX	XXXXXX
Materials & Supplies		XXXXXX	XXXXXX	XXXXXX	XXXXXX
Total Budgetary Costs		\$XXXXXX	\$XXXXXX	\$XXXXXX	\$XXXXXX
<b>Funding Sources</b>		FY2020 Actual	FY2021 Actual	FY2022 Adopted	FY2023 Adopted
Local		\$XXXXXX	\$XXXXXX	\$XXXXXX	\$XXXXXX
Total Revenues		\$XXXXXX	\$XXXXXX	\$XXXXXX	\$XXXXXX
<b>Staffing Summary</b>		FY2020 Actual	FY2021 Actual	FY2022 Adopted	FY2023 Adopted
Full-Time Equivalents (FTE's)		X.XX	X.XX	X.XX	X.XX
Total Staffing		X.XX	X.XX	X.XX	X.XX
<b>Major Budget Variances</b>					

• Funding for personnel reflects a 5.0% market adjustment and a fiscal year flat rate adjustment of \$1,500 per eligible full time equivalent employee, as well as an increase in Health & Dental costs.

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# Board of Supervisors' Strategic Priorities

Since its January 29, 2016 Retreat, the Board of Supervisors has identified their Strategic Priorities to serve as the guiding principles for delivering programs and services to the citizens of York County. Subsequent to this retreat, these priorities have been refined and action goals identified, as well as a baseline set of initiatives, metrics, measurable outcomes and a system for reporting progress and accomplishments. Each year progress and accomplishments are reported to the Board. The focus of the Board's January 31, 2020 retreat was to re-examine the six original Strategic Priorities to make sure they were still priorities of the Board and to make any additions or modifications to the priorities. The Board updated their priorities to emphasize quality technology investments which has become a major component of the Capital Improvements Program as well a focus on environmental resiliency by initiating the process to explore the impacts of sea level rise.

## ■ Exemplary Public Safety

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

- Invest in new positions for Fire and Life Safety and Sheriff's Departments to meet and exceed resident needs and maintain impressive response rates.
- Construction beginning on new Fire Station in spring 2022.
- Construction of new Law Enforcement building beginning in fall 2022.
- Investment in new equipment including fire apparatus, medic units and biomedical equipment.
- Significant investment in the radio towers for emergency communications.
- Implement a new records management system.
- Enhancements under construction at the firing range.

## ■ Value-Driven Economic Development

Facilitate VALUE-DRIVEN ECONOMIC DEVELOPMENT that is sensitive to community character and the environment

- Route 17 site readied for redevelopment.
- Continue to expand Market Days and maintain popular year-round event schedule. Continue to make investments in amenities including more attendants, parking lot upgrades, technology, and business support.
- Celebrate the start of Eastern Virginia Regional Industrial Facility Authority's first project.
- New business development and leasing success in vacant shopping center in the north part of the County.

## ■ Excellent Education Opportunities

Facilitate EXCELLENT EDUCATION OPPORTUNITIES for all County citizens

- Enhance Capital Improvements Program for major School Division facilities, including major renovation and expansion of Seaford Elementary School.
- Construction underway for the expansion and renovation of the Yorktown Library.
- New and expanded programs offered at the libraries for all ages and enhanced Senior Center activities.
- Career growth training for staff including the Emerging Leadership Academy in partnership with Virginia Tech.

## ■ **Outstanding Communications and Customer Service**

OUTSTANDING COMMUNICATIONS and CUSTOMER SERVICE as an organizational value, expectation and outcome amongst and between the Board of Supervisors, Citizens, Boards and Commissions, and County Staff

- Continue transparency initiatives to include posting of the weekly Board of Supervisors' Correspondence Package on the County website and transparency software launch, development dashboard, York2040 website.
- Implement Customer Service Portal for online requests and online payments for residents and development. Consistently received positive customer service ratings on surveys.
- Respond to resident requests for more sidewalks and bikeways with local and regional project activation.
- Proactive use of social media and website upgrades to communicate with residents and staff with design refresh planned for Q2 FY 22.
- Multiple public meetings of the York2040 steering committee as part of the Comprehensive Plan update.
- Enhance development reports posted on the website and updated regularly.

## ■ **Environmental Stewardship with a Focus on Resiliency**

Protect and respect the County's natural and built attributes through balanced and cost effective ENVIRONMENTAL STEWARDSHIP with a FOCUS on RESILIENCY

- Fund multiple sewer and stormwater upgrade projects.
- Plan environmentally efficient infrastructure at the new Law Enforcement building.
- Maintain several County buildings as Energy Star Compliant.
- LEED (Leadership in Energy and Environmental Design) silver award for Fire Station #1.
- Begin implementation of converting all streetlights to LED.
- Complete overhaul and upgrade to fuel sites including underground storage tanks and electric charging stations.
- Complete Phase 1 conversion of County vehicles to propane.

- Development of a Sea Level Rise Chapter as part of the Comprehensive Plan update.
- Continue to utilize electric charging stations at key locations.

## ■ **Quality Technology Investments**

Promote QUALITY TECHNOLOGY INVESTMENTS to support the efficient operation of County government

- Implement enhanced cyber security measures.
- Create an open wireless broadband internet service along the Yorktown Waterfront and all County buildings.
- Provided upgrades and replacements for current shelter backup power capabilities and expand generator capacity across County buildings.
- Expand dark fiber connections to strategic locations.
- Begin last phase of the ERP system upgrade.

Development of the Strategic Priorities provided focus and direction for the allocation of staff resources and priorities while identifying a comprehensive series of Action Goals and Initiatives that help guide County departments and agencies in the preparation of their fiscal year 2022-2023 budget requests.

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

# 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. The Plan was updated in 1999, 2005, and 2013. In the fall of 2018, the County began the process of reviewing and updating the plan with the formation of a Steering Committee of County residents to oversee the process. Several public meetings have been held throughout the County, including the upper or northern area, in an effort to solicit community input, and a scientific, statistically valid citizen survey was conducted. Delayed by the COVID-19 pandemic, the updated plan, Charting the Course to 2040, is expected to be completed by the end of 2022.

The Comprehensive (or Comp) Plan is the long-range plan for the physical development of the County. It seeks to provide an appropriate mix of residential, commercial, and industrial development; to guide such development to appropriate areas of the County based on the carrying capacity of the land, the existing development character, and the presence of infrastructure and public facilities; to preserve the County's natural and historic resources and aesthetic quality and to prevent the overburdening of the County's roads, utilities, facilities and services.

The plan is divided into chapters – or elements – dealing with various aspects of the County's physical development. The narrative that follows consists of excerpts 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.
- Offer 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 the County. (New facility currently under construction.)
- Provide fire stations to accommodate staffing levels sufficient to provide prompt and effective fire and emergency medical response to all areas of the County. (Station 7 scheduled to open on Mooretown Road in 2023.)
- 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.
- Ensure the provision of library services to citizens throughout the County. (Renovation of Yorktown Library to be completed in FY23.)
- 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.



# 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 non-tidal wetlands, Chesapeake Bay Preservation Areas, and areas identified by the Virginia Department of Conservation and Recreation, and the 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.
- 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.
- Provide for the convenient, efficient, and safe removal and disposal of leaves and yard debris.



## **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.

# 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 properties, especially those 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.
- 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.
- 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, 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.
- Protect unspoiled vistas and views of the water.
- Minimize the visual obtrusiveness of telecommunications towers.
- 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.



# Performance Measures

## Board of Supervisors' Strategic Priorities



Included in this section are various York County departments' performance measures that identify and represent the County's progress towards the Board of Supervisors' six Strategic Priorities. Included are actuals for FY20 and FY21 where available and estimates for FY22 and FY23.

### **BOS Strategic Priorities**

1. Exemplary Public Safety
2. Excellent Education Opportunities
3. Value - Driven Economic Development
4. Maximize Outstanding Communications and Customer Service
5. Environmental Stewardship with a Focus on Resiliency
6. Quality Technology Investments

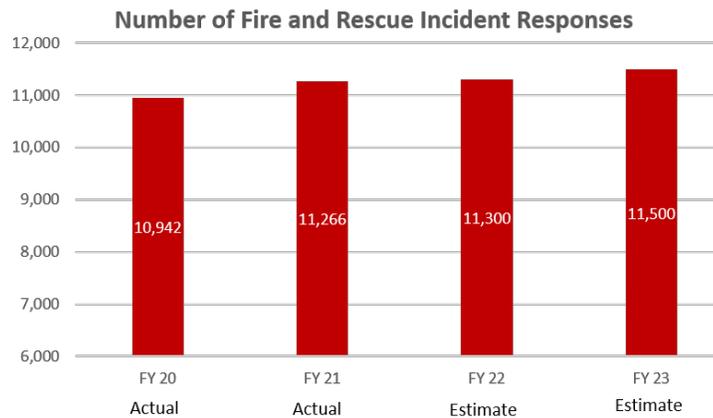


# Performance Measures

## Exemplary Public Safety

### Fire and Life Safety

Fire and Life Safety continues to rapidly respond to and effectively mitigate a wide variety of emergency and non-emergency incidents while minimizing loss of life, injury, illness and damage to property and the environment.



# York-Poquoson Sheriff's Office

The Sheriff's Office is dedicated to protecting life and property, reducing crime, and serving the needs of citizens, by providing quality and efficient law enforcement services to our community, and by maintaining the public trust through professionalism and accountability.



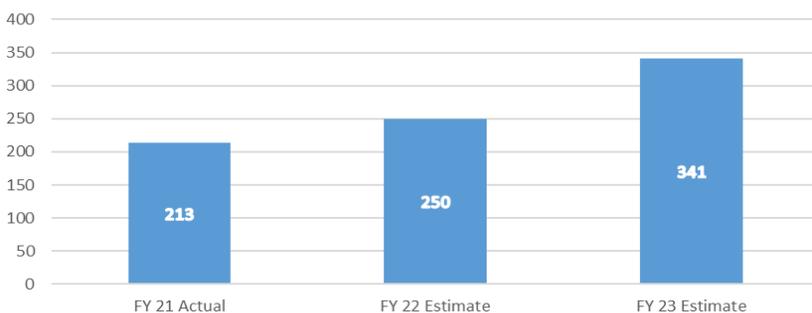
## YPSO Response Time in Minutes:

- FY21-Actual: 5.09
- FY22-Estimate: 5.05
- FY23-Estimate: 5.02

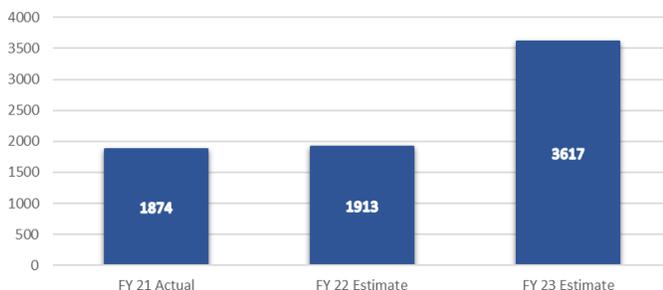
## YPSO Community Outreach

The York-Poquoson Sheriff's Office is committed to building community partnerships with residents, business owners and those that visit York County. Many of these efforts are carried out by the YPSO Community Services Division through their numerous community outreach programs. Some of which include Neighborhood Watch Community Events, child safety presentations, YPSO Citizen Academy, Refuse to Be a Victim Training Seminars and the Project Lifesaver Program.

YPSO Community Outreach-Presentations/Events

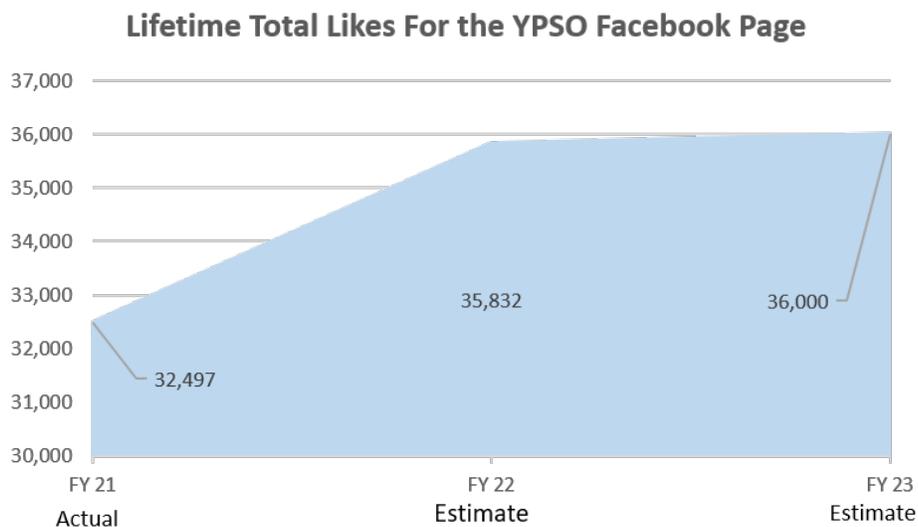
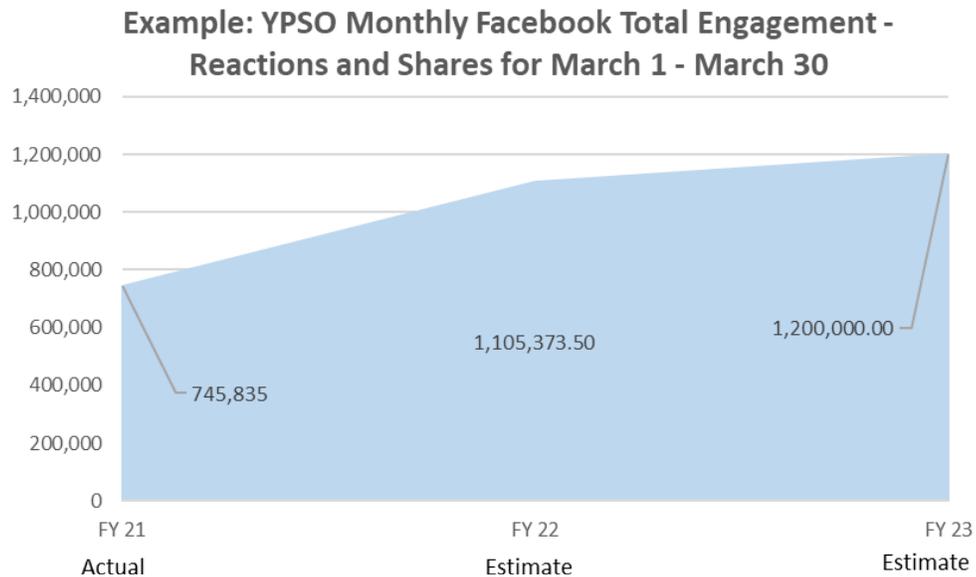


YPSO Community Outreach-Participants



## YPSO Social Media

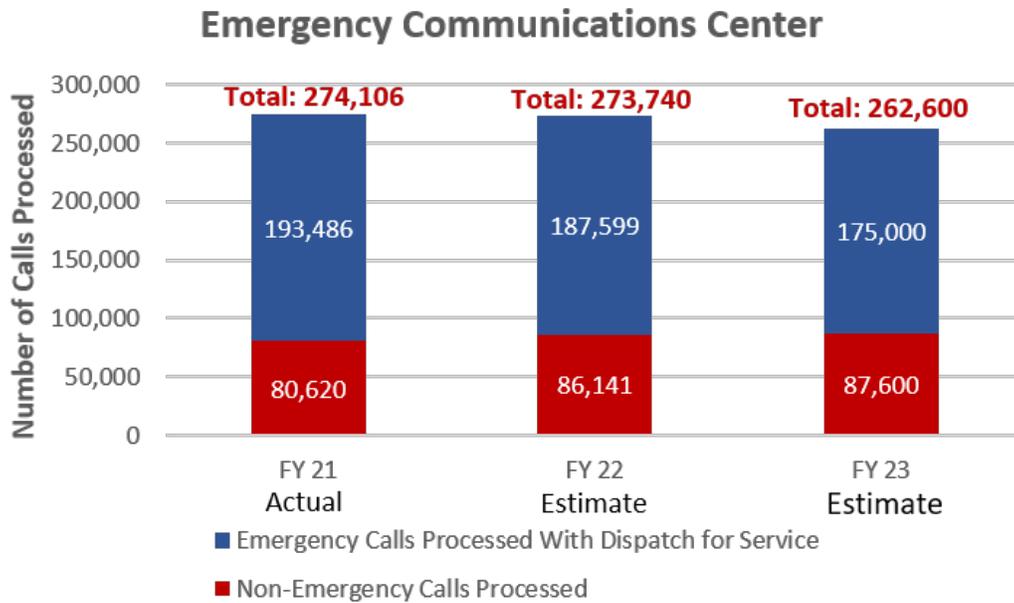
The Sheriff's Office Public Information Officer (PIO) is responsible for coordinating the response to all media related inquiries as well as prepare press releases for Sheriff's Office activities. The PIO also administers all Sheriff's Office social media platforms and is responsible for the content published through social media by the Sheriff's Office.



\*Average of the total number of unique users that liked the page.

# Emergency Communications

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.



York-Poquoson  
Williamsburg  
**9-1-1**  
Emergency  
Communications

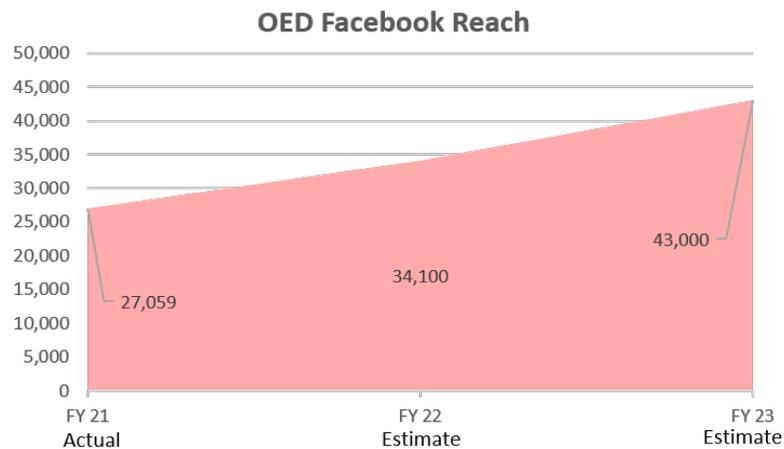
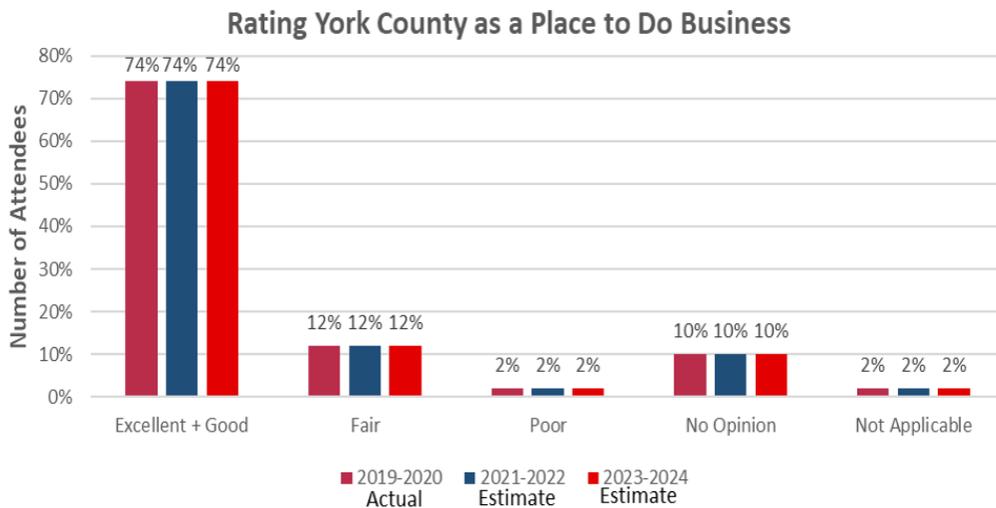


# Performance Measures

## Value-Driven Economic Development

### Office of Economic Development

The County’s Office of Economic Development’s (OED) mission is to create a diverse economic base by the aggressive recruitment, expansion and retention of businesses, industries, and tourism, thus expanding the tax base and capital investment in the County and providing new employment opportunities for its citizens.

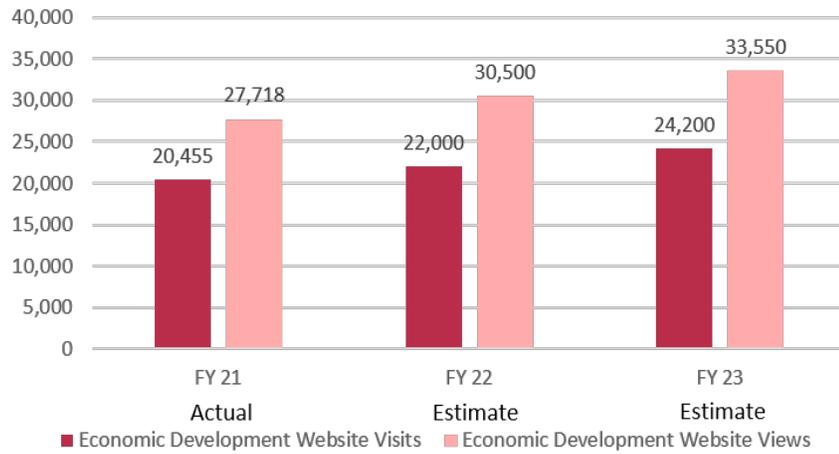


\*Reach is the number of people who had any content from the OED’s Facebook page enter their screen.

### Commercial Investment Supported by Economic Development Efforts



### Economic Development Website Traffic



# Performance Measures

## Excellent Education Opportunities

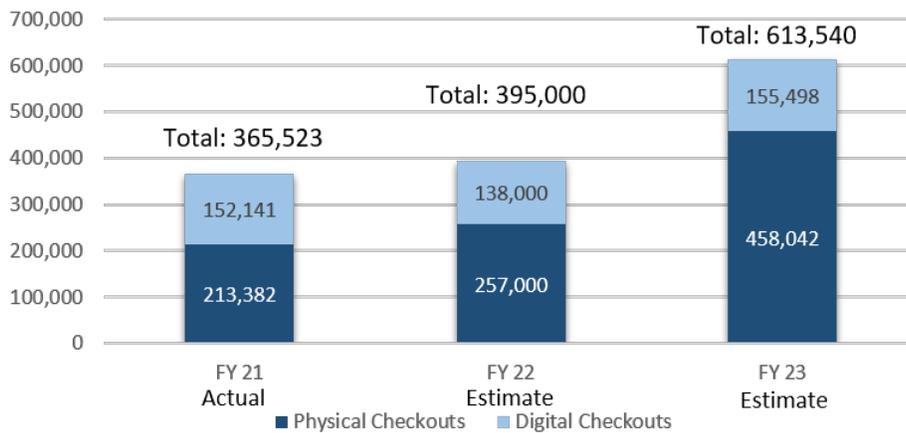
### Libraries

York County Public Library continues to be part of the County’s “educational ecosystem” supporting preschool, K-12, homeschools, and adult life-long learning. We serve County residents and the wider community with quality materials, community engagement, and lifelong learning.

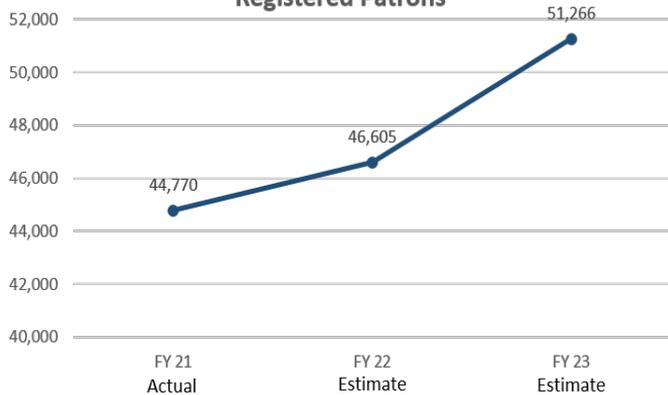
Programs offered:

- FY21-Actual: 386
- FY22-Estimate: 653
- FY23-Estimate: 820

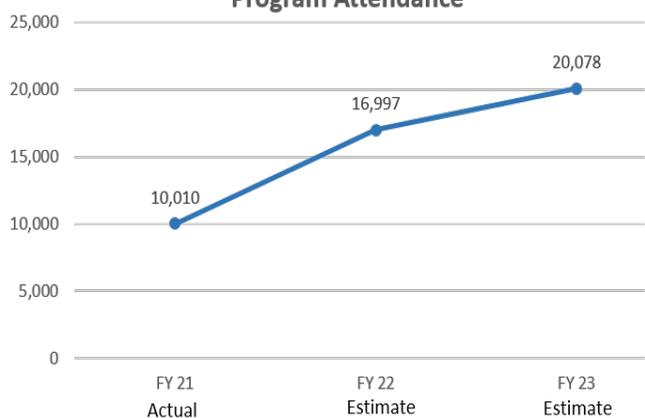
#### Library Checkouts



#### Registered Patrons



#### Program Attendance

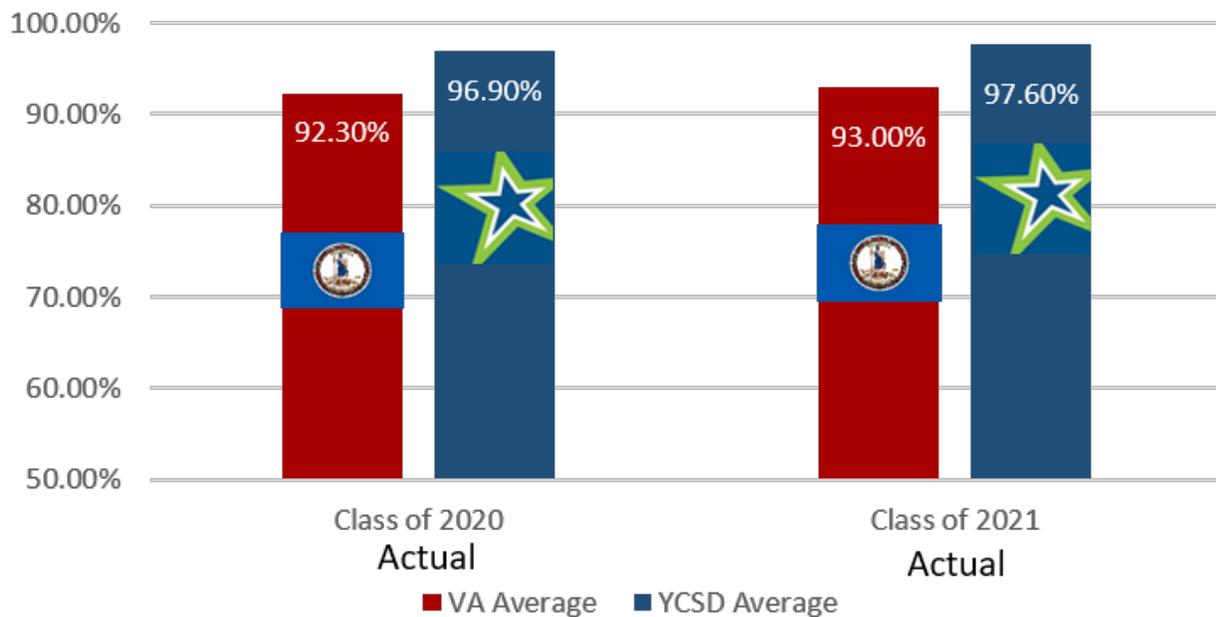


# York County School Division

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



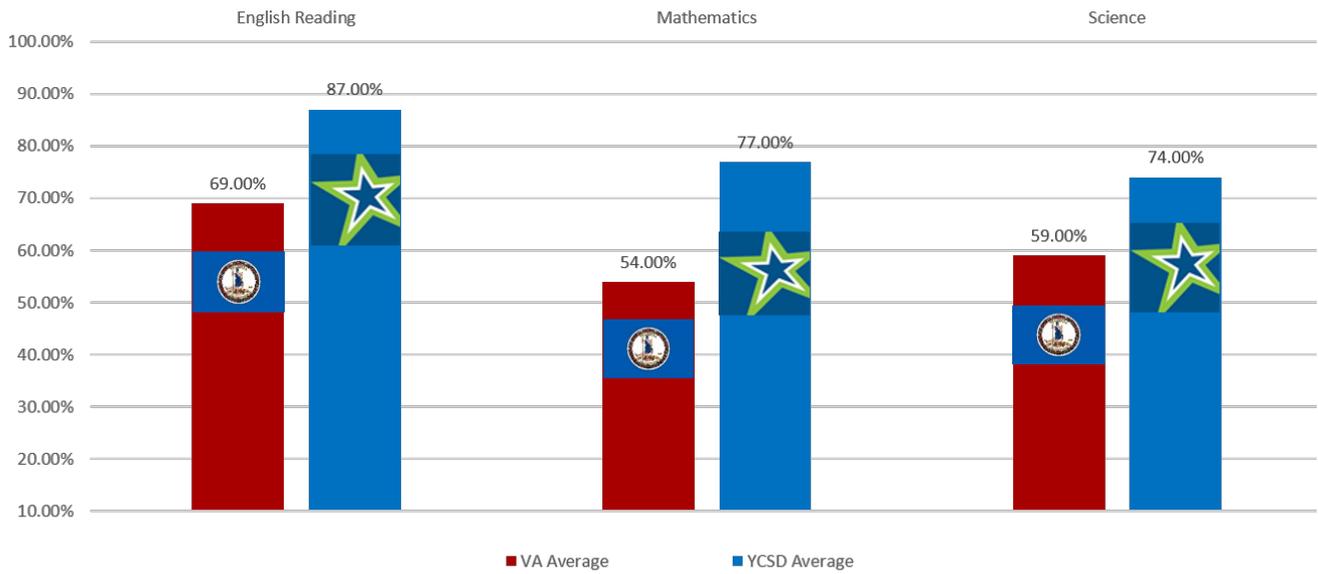
## High School On-Time Graduation Rates



# Percentage of VA and York County Students who Passed the VA Standardized Test in Each Subject

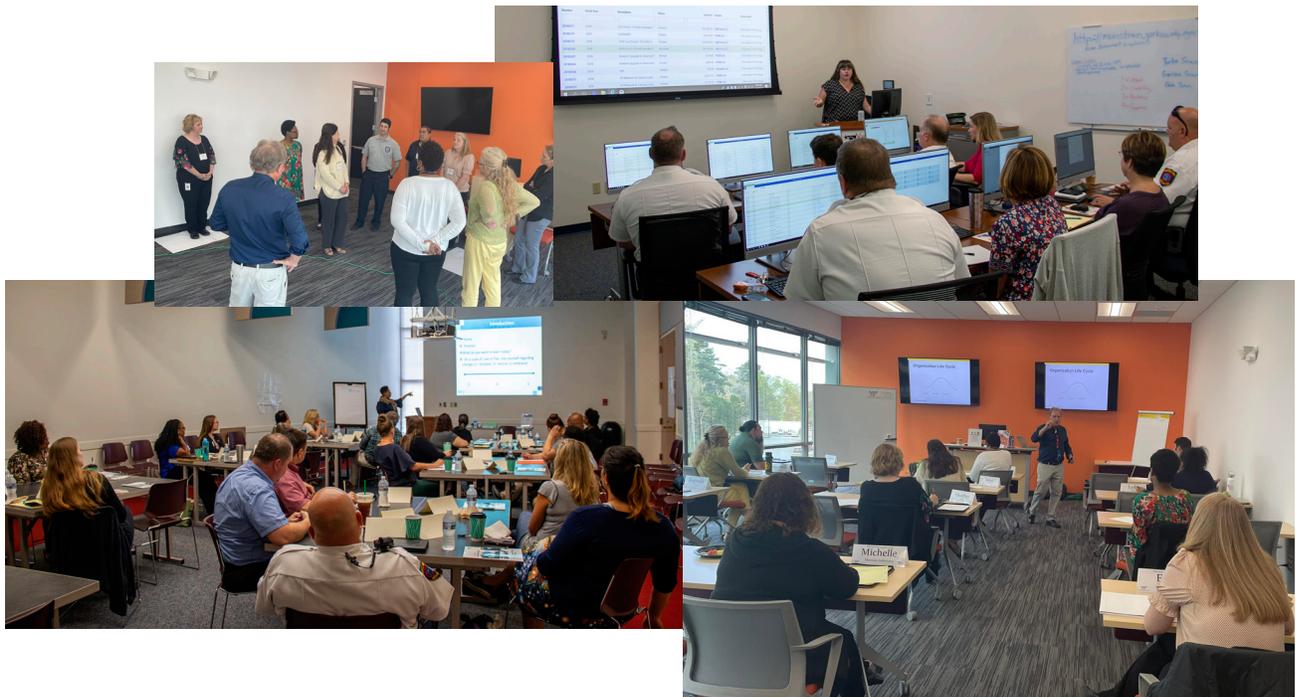
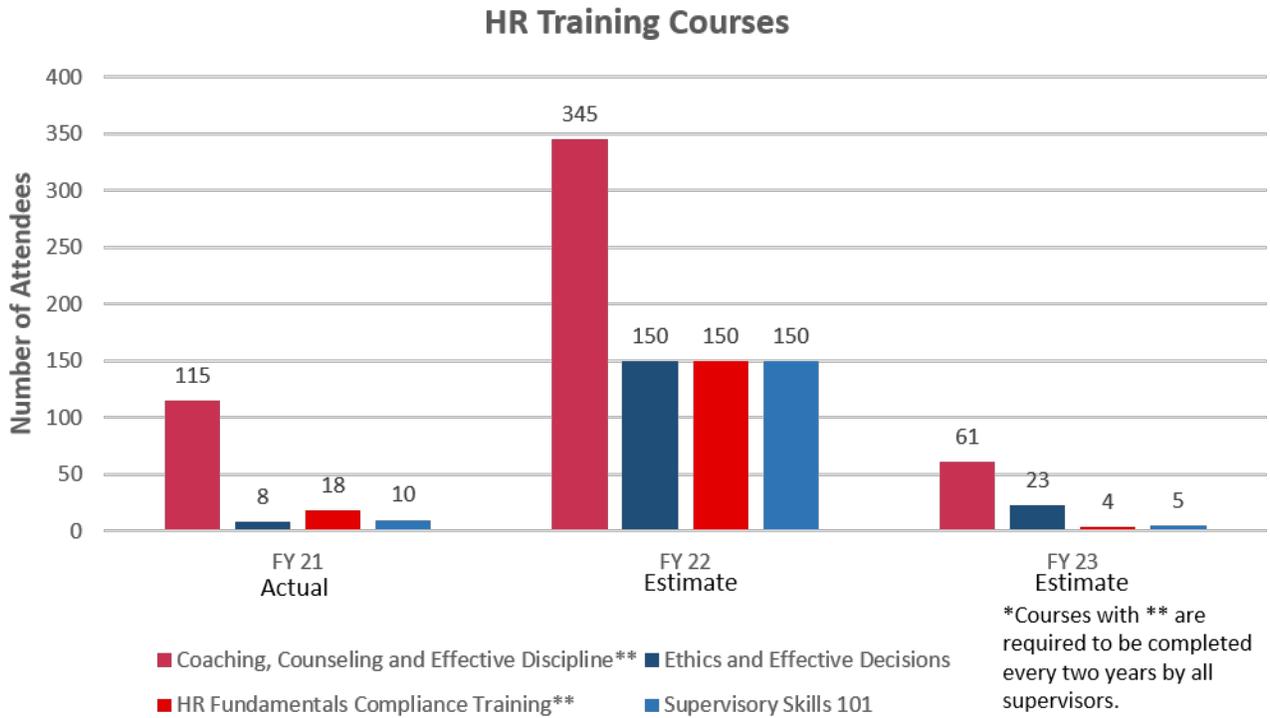
\*Actual

## 2020-2021 School Year



# Human Resources

The Human Resources Department evaluates and administers in-house training and education programs for all levels of County staff to include workplace safety and mandated personnel trainings; supervisory and employee career advancement modules; develops and encourages participation in leadership training and educational reimbursement programs for all the professional growth and the development of York County's future leaders.



# Performance Measures

## Outstanding Communications and Customer Service

### Tourism

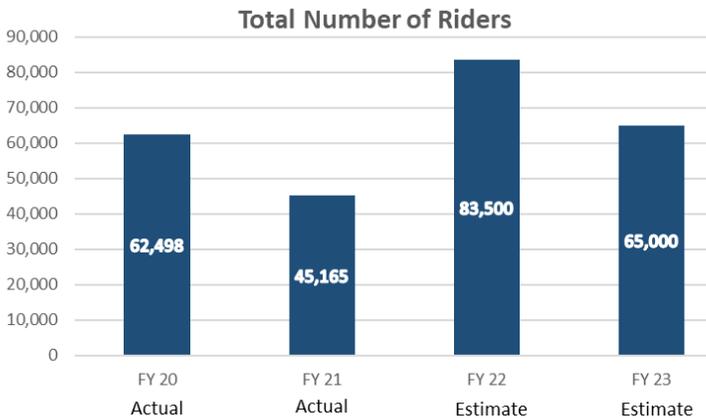
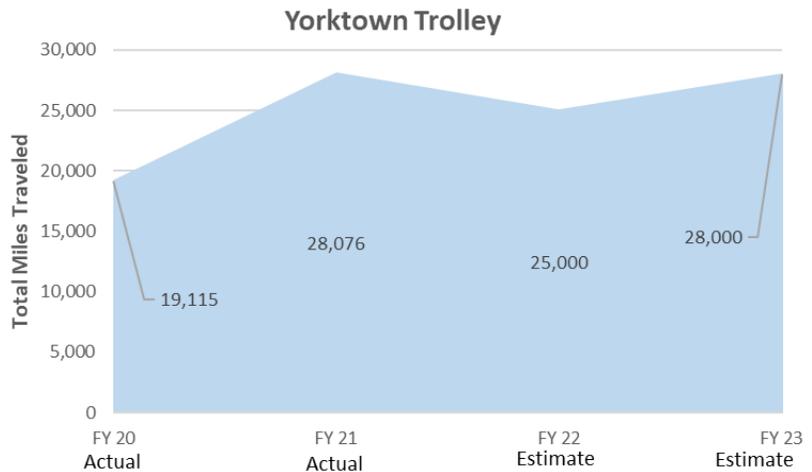
Tourism Department increases the awareness of and visitation to Historic Yorktown and York County by developing and managing all tourism activities including developing, planning, implementing and supporting regional and statewide marketing efforts.

Yorktown Trolley Operations – Trolleys are utilized to enhance the citizen and visitor experience by providing climate controlled transportation throughout Historic Yorktown. The trolleys are also used to help mitigate the issue of limited parking in and around the Yorktown Waterfront and Riverwalk Landing areas.



#### Number of Wheel Chair Lifts the Trolley Performs:

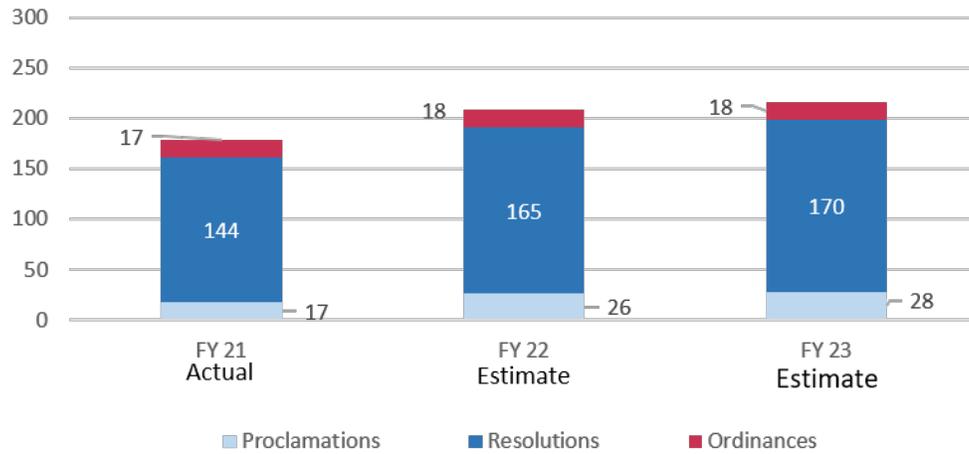
- FY20-Actual: 307
- FY21-Actual: 225
- FY22-Estimate: 450
- FY23-Estimate: 300



# The Board of Supervisors

As stewards of the public trust and resources, the mission of the Board of Supervisors is to maintain and improve the quality of life for all County residents.

Board of Supervisors Material Posted to the County Website

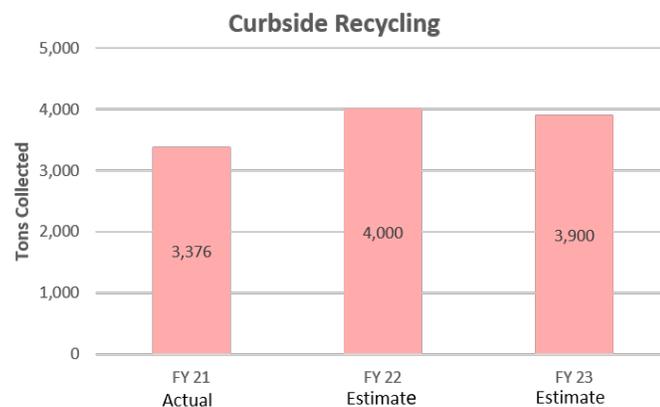
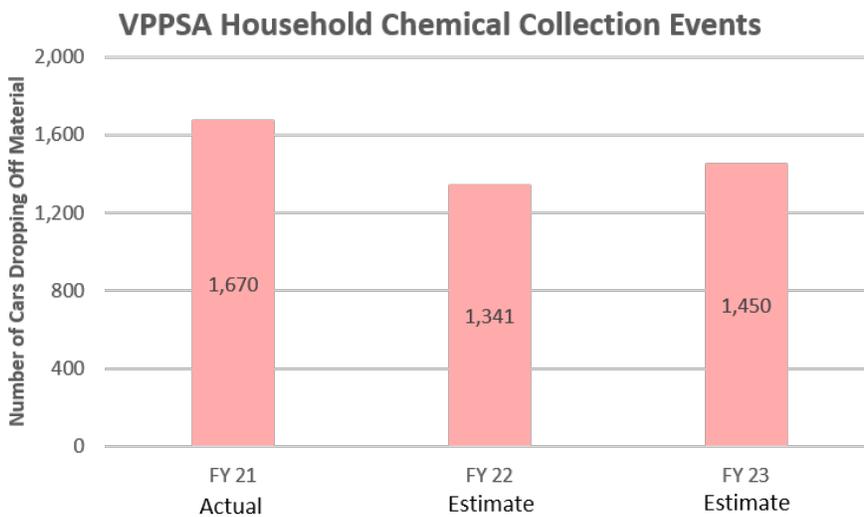


# Performance Measures

## Environmental Stewardship with a Focus on Resiliency

### Waste Management

Waste Management offers curbside recycling services to all single-family homes, most trailer homes, and some multi-family/duplex communities. The Household Chemical and Computer Recycling Collections events, coordinated through VPPSA, are held bimonthly from March-November on the 2nd Saturday of the month from 8:00am-Noon.



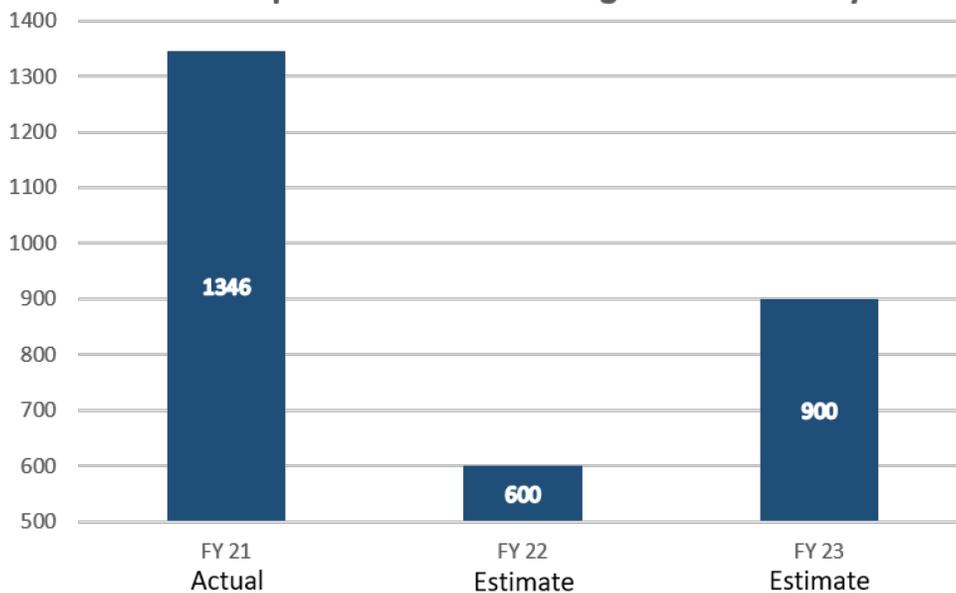
# Public Works

## Mosquito Control-Stormwater Operations:

The Mosquito Control-Stormwater Operations division of Public Works is committed to maintaining an efficient, responsive, and environmentally conscious program with the highest level of customer service. They also focus on taking a proactive rather than a reactive strategy for mosquito and County pest control operations, which includes maintaining the drainage ways to remove blockages.



**Number of Mosquito Larvae Eating Fish Delivered to citizen ponds & BMP's Throughout the County**

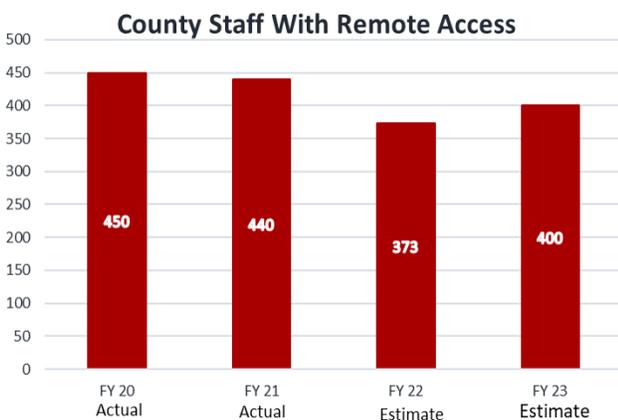
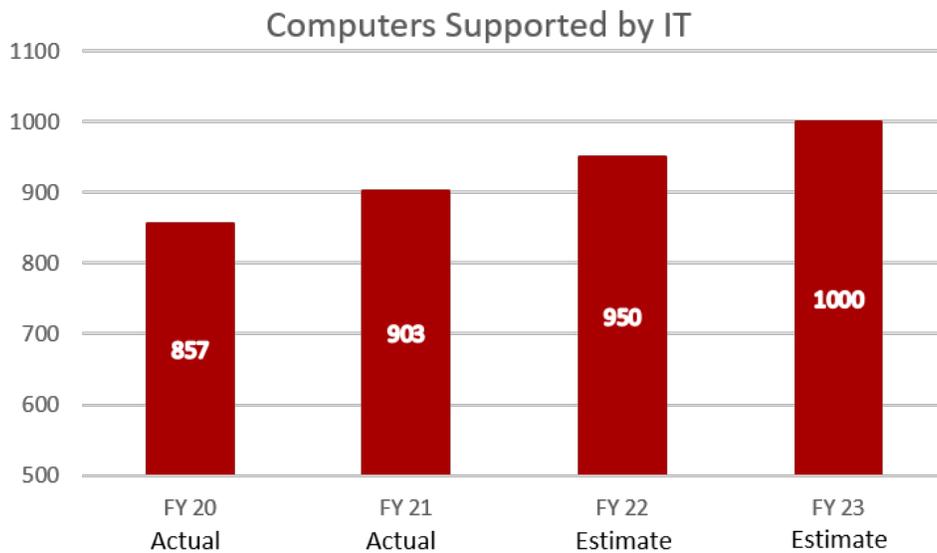


# Performance Measures

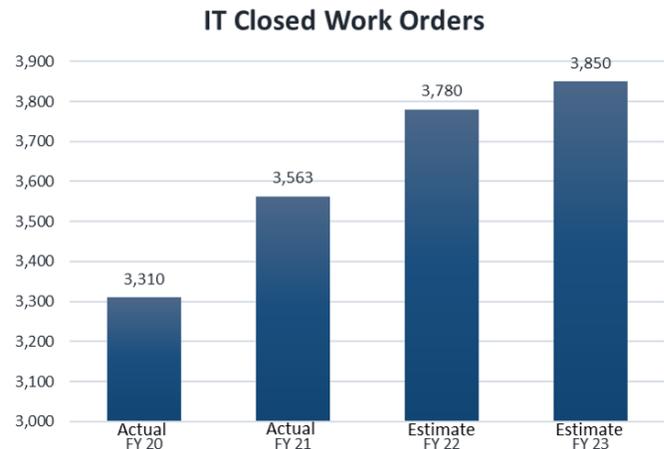
## Quality Technology Investments

### Information Technology

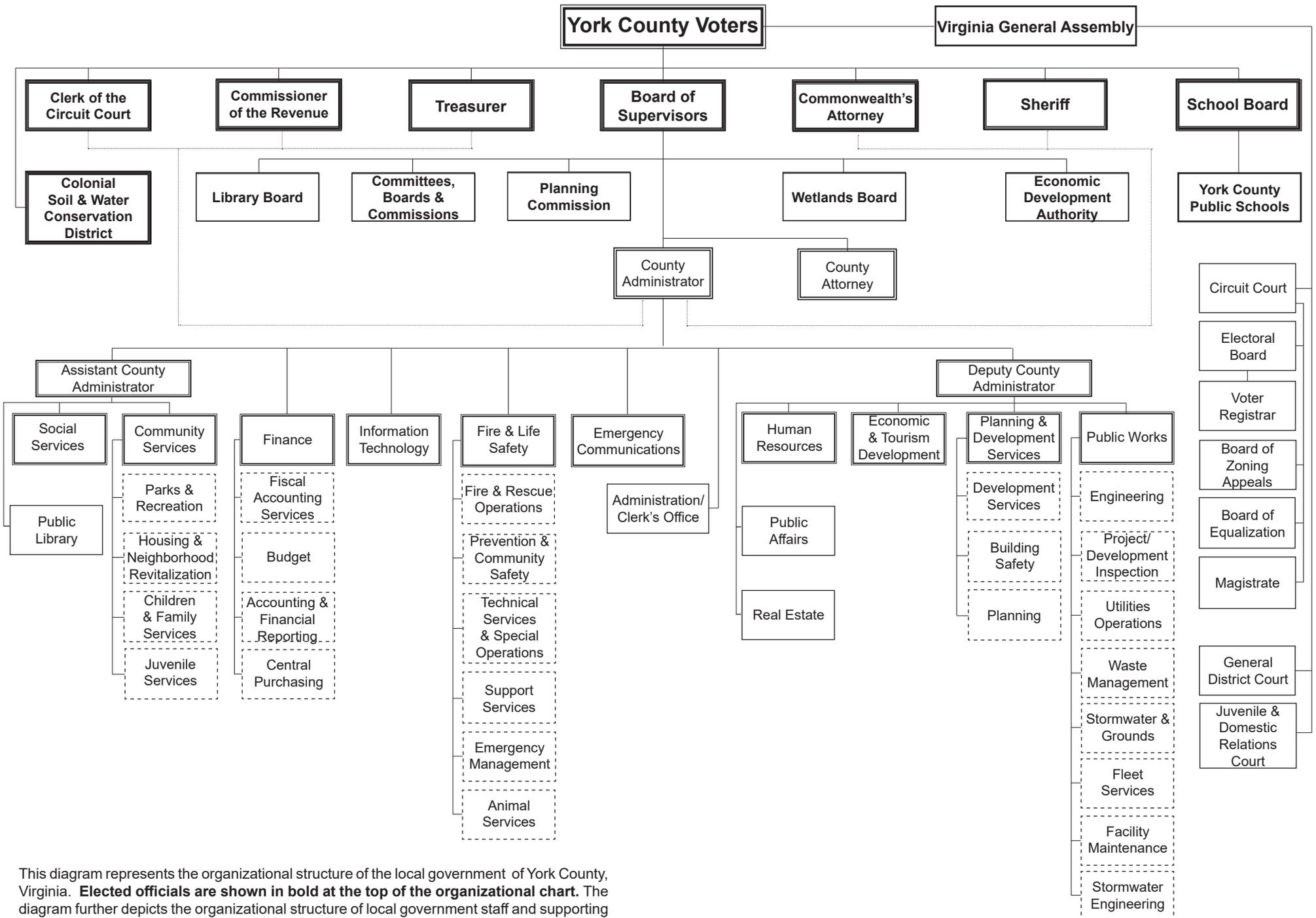
The Information Technology Department provides the technology to support the efficient and secure networks operation of County government while ensuring the information is accessible to its residents.



\*This increase has enabled staff to work remotely during the



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This diagram represents the organizational structure of the local government of York County, Virginia. **Elected officials are shown in bold at the top of the organizational chart.** The diagram further depicts the organizational structure of local government staff and supporting agencies. This diagram was prepared by the York County Public Information Office, 224 Ballard Street, Yorktown, Virginia, 23690. Mailing Address: P.O. Box 532, Yorktown, Virginia, 23690-0532. Updated June 30 2022

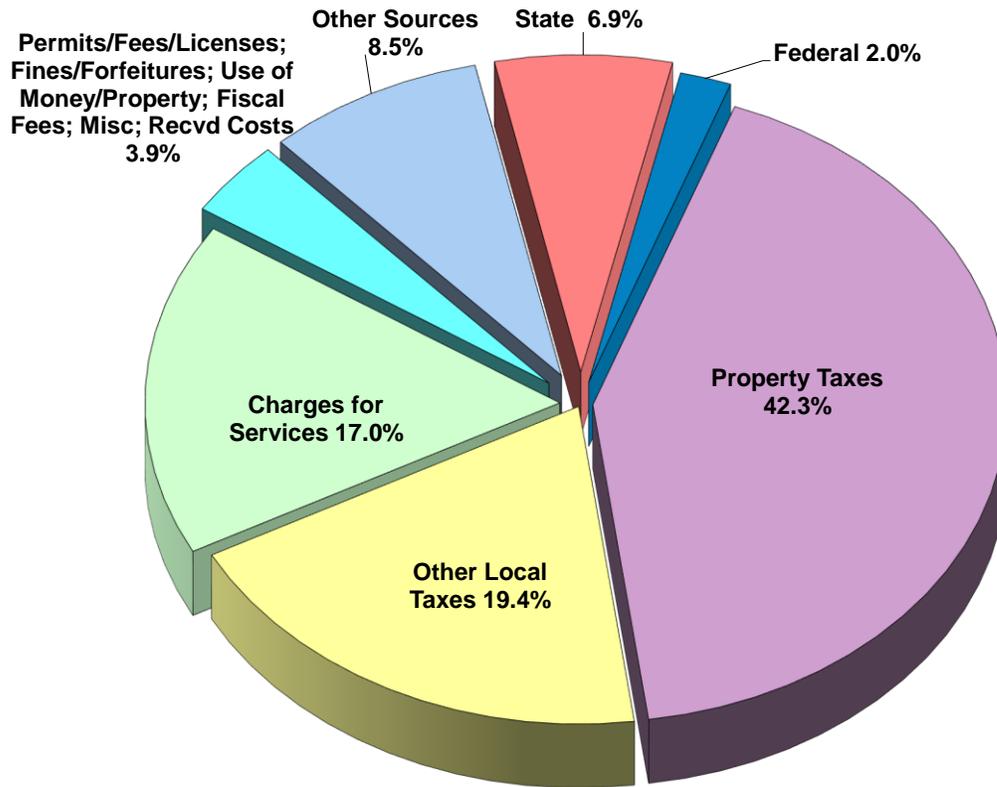
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# Summary of Funding Sources By Type

## Fiscal Year 2023

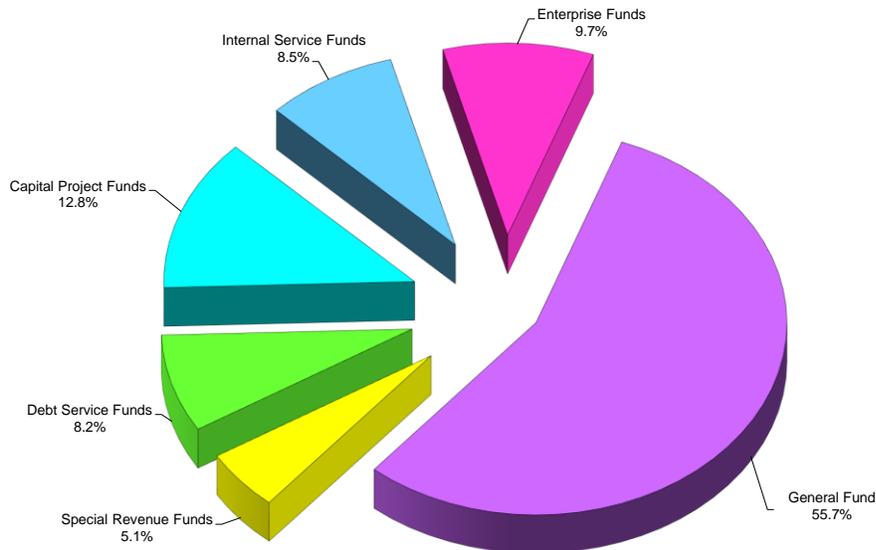
Description	FY2020 Actual Revenues	FY2021 Actual Revenues	FY2022 Adopted Revenues	FY2023 Adopted Revenue
<b>General Fund (Major)</b>				
Property Taxes	\$ 91,587,798	\$ 95,895,866	\$ 96,424,000	\$ 103,100,000
Other Local Taxes	32,687,704	33,899,151	32,146,000	39,138,045
Permits, Fees, and Regulatory Licenses	999,687	968,829	1,061,500	1,100,150
Fines and Forfeitures	380,931	268,429	550,000	467,500
Use of Money and Property	793,407	206,099	470,000	380,000
Charges for Services	2,015,004	2,153,458	2,510,500	2,412,000
Fiscal Agent Fees & Administration	247,660	254,009	292,260	292,260
Miscellaneous	669,980	367,388	180,000	204,000
Recovered Costs	1,509,538	1,495,460	1,515,745	1,497,170
State	13,775,089	13,771,198	13,965,030	14,402,470
Federal	3,895,245	17,936,952	822,125	759,875
Other Sources	3,100,931	3,093,478	2,062,840	2,068,130
	<u>\$ 151,662,974</u>	<u>\$ 170,310,317</u>	<u>\$ 152,000,000</u>	<u>\$ 165,821,600</u>
<b>Non-major Funds (Aggregate)</b>				
Property Taxes	\$ 337,062	\$ 337,562	\$ 370,594	\$ 351,294
Other Local Taxes	6,350,445	6,437,808	6,558,900	8,471,145
Fines and Forfeitures	7,412	5,981	9,000	5,900
Use of Money and Property	967,036	625,306	636,072	605,083
Charges for Services	34,516,221	34,992,806	36,085,992	39,188,411
Miscellaneous	1,783,197	2,630,817	2,251,031	2,353,948
Recovered Costs	1,517,657	1,592,771	423,691	2,699,385
State	3,658,778	2,432,519	2,802,465	2,438,996
Federal	5,015,207	4,476,525	4,220,374	4,222,183
Other Sources	38,322,019	36,825,756	36,312,373	59,106,948
	<u>\$ 92,475,034</u>	<u>\$ 90,357,851</u>	<u>\$ 89,670,492</u>	<u>\$ 119,443,293</u>
<b>Total</b>				
Property Taxes	\$ 91,924,860	\$ 96,233,428	\$ 96,794,594	\$ 103,451,294
Other Local Taxes	39,038,149	40,336,959	38,704,900	47,609,190
Permits, Fees and Regulatory Licenses	999,687	968,829	1,061,500	1,100,150
Fines and Forfeitures	388,343	274,410	559,000	473,400
Use of Money and Property	1,760,443	831,405	1,106,072	985,083
Charges for Services	36,531,225	37,146,264	38,596,492	41,600,411
Fiscal Agent Fees & Administration	247,660	254,009	292,260	292,260
Miscellaneous	2,453,177	2,998,205	2,431,031	2,557,948
Recovered Costs	3,027,195	3,088,231	1,939,436	4,196,555
State	17,433,867	16,203,717	16,767,495	16,841,466
Federal	8,910,452	22,413,477	5,042,499	4,982,058
Other Sources	41,422,950	39,919,234	38,375,213	61,175,078
	<u>\$ 244,138,008</u>	<u>\$ 260,668,168</u>	<u>\$ 241,670,492</u>	<u>\$ 285,264,893</u>
Transfers	<u>(37,444,349)</u>	<u>(36,932,509)</u>	<u>(33,687,809)</u>	<u>(40,408,322)</u>
Total - Net	<u>\$ 206,693,659</u>	<u>\$ 223,735,659</u>	<u>\$ 207,982,683</u>	<u>\$ 244,856,571</u>

# Funding Sources By Type



## Summary of Expenditures/Expenses by Function Fiscal Year 2023

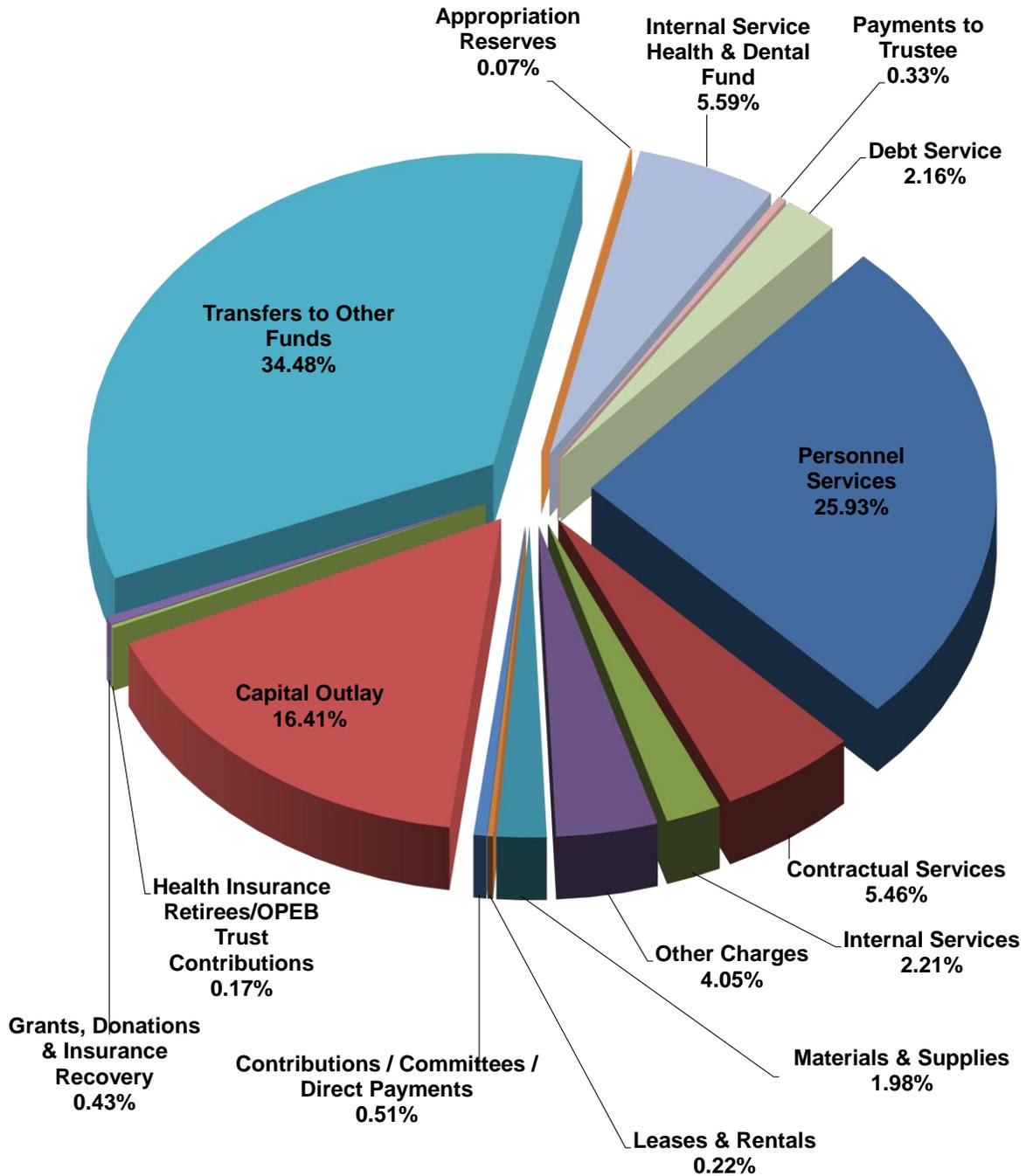
Description	FY2020 Actual Expenditures/ Expenses	FY2021 Actual Expenditures/ Expenses	FY2022 Adopted Expenditures/ Expenses	FY2023 Adopted Expenditures/ Expenses
<b>General Fund</b>				
Administrative Services	\$ 2,861,702	\$ 2,800,936	\$ 3,169,677	\$ 3,496,246
Judicial Services	3,195,918	2,787,448	3,012,306	3,442,122
Public Safety	33,714,776	30,698,997	39,668,277	44,092,839
Planning & Development Services	2,534,215	2,257,123	2,819,793	3,054,734
Management Services	9,100,588	8,702,815	9,899,620	11,050,410
Education & Educational Services	65,697,643	65,721,368	68,655,434	70,645,480
Human Services	3,581,575	3,817,017	3,948,970	4,605,855
Public Works	8,633,716	8,102,426	9,842,534	10,745,604
Community Services	2,929,967	3,706,492	3,519,624	3,702,680
Capital Outlay & Fund Transfers	15,472,396	12,461,142	7,183,870	9,853,508
Non-Departmental	4,448,181	17,332,285	279,895	1,132,122
<b>Special Revenue Funds</b>				
Tourism Fund	2,884,242	2,621,249	3,243,000	4,394,987
Social Services Fund	6,379,709	6,299,870	7,354,026	7,417,206
Law Library Fund	3,666	3,097	6,000	6,000
Children & Family Services Fund	1,585,015	1,618,081	1,657,472	1,835,805
Community Development Authority Revenue Account Fund	1,095,244	1,177,003	1,170,494	1,154,294
Grant Fund	1,195,343	1,011,169	380,000	413,000
<b>Debt Service Funds</b>				
County Debt Service Fund	3,536,581	4,055,277	3,423,870	5,268,508
School Debt Service Fund	15,099,978	17,392,099	18,228,875	19,273,071
<b>Capital Project Funds</b>				
Stormwater Management Fund	4,137,890	703,398	3,259,640	969,640
Yorktown Capital Improvements Fund	337,037	-	-	937,231
County Capital Fund	11,320,811	4,127,681	10,920,000	36,405,000
<b>Internal Service Funds</b>				
Workers' Compensation Fund	301,405	364,774	356,512	362,179
Revenue Stabilization Reserve Fund	1,745,300	-	-	-
Vehicle Maintenance Fund	3,798,830	3,760,030	4,948,720	6,375,984
Health & Dental Insurance Fund	13,907,938	14,278,931	15,934,400	16,681,600
Information Technology Fund	1,377,596	1,325,130	1,660,354	1,883,614
<b>Enterprise Funds</b>				
Solid Waste Management Fund	5,742,136	6,055,945	6,210,505	6,234,758
Water Utility Fund	326,843	324,390	338,840	319,180
Sewer Utility Fund	12,369,336	12,229,051	13,252,660	17,294,386
Yorktown Operations Fund	158,293	157,318	178,700	196,033
Regional Radio Project Fund	4,208,961	4,068,263	3,870,101	4,940,752
<b>Total</b>	<b>243,682,831</b>	<b>239,960,805</b>	<b>248,394,169</b>	<b>298,184,828</b>
<b>Transfers</b>	<b>(37,444,349)</b>	<b>(36,932,509)</b>	<b>(33,687,809)</b>	<b>(40,408,322)</b>
<b>Total - Net</b>	<b>\$ 206,238,482</b>	<b>\$ 203,028,296</b>	<b>\$ 214,706,360</b>	<b>\$ 257,776,506</b>



## Summary of Expenditures/Expenses by Type Fiscal Year 2023

Description	FY2020 Actual Expenditures/ Expenses	FY2021 Actual Expenditures/ Expenses	FY2022 Adopted Expenditures/ Expenses	FY2023 Adopted Expenditures/ Expenses
<b>General Fund (Major)</b>				
Personnel Services	\$ 48,728,968	\$ 42,116,475	\$ 54,849,520	\$ 60,541,322
Contractual Services	9,077,254	8,973,783	9,796,445	10,379,646
Internal Services	3,951,023	4,909,058	4,665,346	5,427,172
Other Charges	2,383,282	2,759,317	3,002,345	3,127,234
Materials & Supplies	1,718,325	1,723,686	2,264,990	2,446,374
Leases & Rentals	503,523	546,339	568,211	570,285
Contributions/Committees/Direct Payments	293,913	289,406	256,400	348,089
Capital Outlay	454,899	594,861	275,620	673,884
Health Insurance Retirees/OPEB Trust Contributions	583,558	654,454	-	500,000
Grants, Donations, & Insurance Recovery	385,591	1,668,992	278,630	722,125
Transfers to Other Funds	81,090,305	78,160,187	75,842,493	80,885,469
Appropriation Reserves	-	51,614	200,000	200,000
Pandemic Expenses	3,000,036	15,939,877	-	-
	<u>152,170,677</u>	<u>158,388,049</u>	<u>152,000,000</u>	<u>165,821,600</u>
<b>Non-major Funds (Aggregate)</b>				
Personnel Services	13,860,964	14,322,375	15,508,074	16,782,338
Contractual Services	4,534,039	5,002,214	5,925,589	5,890,382
Internal Services	889,534	883,983	1,015,231	1,168,779
Other Charges	7,802,051	8,069,715	8,957,730	8,938,644
Materials & Supplies	2,039,001	1,819,718	2,786,263	3,468,637
Leases & Rentals	79,157	38,344	91,627	94,217
Contributions/Committees/Direct Payments	1,442,598	1,372,430	1,500,400	1,184,250
Capital Outlay	21,317,208	10,824,666	19,867,556	48,247,931
Grants, Donations, & Insurance Recovery	1,180,933	1,011,050	530,000	563,000
Transfers to Other Funds	10,397,749	9,912,516	9,828,810	11,818,411
Internal Service Health & Dental Fund	13,907,938	14,278,931	15,934,400	16,681,600
Payments to Trustee	929,052	1,005,897	994,254	972,764
Debt Service	13,131,930	13,030,917	13,454,235	16,552,275
	<u>91,512,154</u>	<u>81,572,756</u>	<u>96,394,169</u>	<u>132,363,228</u>
<b>Total</b>				
Personnel Services	62,589,932	56,438,850	70,357,594	77,323,660
Contractual Services	13,611,293	13,975,997	15,722,034	16,270,028
Internal Services	4,840,557	5,793,041	5,680,577	6,595,951
Other Charges	10,185,333	10,829,032	11,960,075	12,065,878
Materials & Supplies	3,757,326	3,543,404	5,051,253	5,915,011
Leases & Rentals	582,680	584,683	659,838	664,502
Contributions/Committees/Direct Payments	1,736,511	1,661,836	1,756,800	1,532,339
Capital Outlay	21,772,107	11,419,527	20,143,176	48,921,815
Health Insurance Retirees/OPEB Trust Contributions	583,558	654,454	-	500,000
Grants, Donations & Insurance Recovery	1,566,524	2,680,042	808,630	1,285,125
Transfers to Other Funds	91,488,054	88,072,703	85,671,303	92,703,880
Appropriation Reserves	-	51,614	200,000	200,000
Internal Service Health & Dental Fund	13,907,938	14,278,931	15,934,400	16,681,600
Payments to Trustee	929,052	1,005,897	994,254	972,764
Debt Service	13,131,930	13,030,917	13,454,235	16,552,275
Pandemic Expenses	3,000,036	15,939,877	-	-
	<u>243,682,831</u>	<u>239,960,805</u>	<u>248,394,169</u>	<u>298,184,828</u>
Transfers	<u>(37,444,349)</u>	<u>(36,932,509)</u>	<u>(33,687,809)</u>	<u>(40,408,322)</u>
Total - Net	<u>\$ 206,238,482</u>	<u>\$ 203,028,296</u>	<u>\$ 214,706,360</u>	<u>\$ 257,776,506</u>

# Expenditures By Type



**Summary of Funding Sources and Expenditures/Expenses  
Fiscal Year 2023 Adopted Budget**

	<b>Major - General Fund</b>	<b>Special Revenue Funds</b>	<b>Debt Service Funds</b>	<b>Capital Project Funds</b>	<b>Internal Service Funds</b>	<b>Enterprise Funds</b>	<b>Grand Total</b>
<b>Revenue</b>							
Local	\$ 148,591,125	\$ 5,372,019	\$ -	\$ 1,828,000	\$ 5,768,221	\$ 22,343,491	\$ 183,902,856
State and Federal	15,162,345	6,200,684	237,423	211,377	-	11,695	21,823,524
Other Financing Sources	2,068,130	3,435,117	24,304,156	28,137,231	17,282,832	4,311,047	79,538,513
	<u>\$ 165,821,600</u>	<u>\$ 15,007,820</u>	<u>\$ 24,541,579</u>	<u>\$ 30,176,608</u>	<u>\$ 23,051,053</u>	<u>\$ 26,666,233</u>	<u>\$ 285,264,893</u>
<b>Expenditures/Expenses</b>	<u>\$ 165,821,600</u>	<u>\$ 15,221,292</u>	<u>\$ 24,541,579</u>	<u>\$ 38,311,871</u>	<u>\$ 25,303,377</u>	<u>\$ 28,985,109</u>	<u>\$ 298,184,828</u>
<b>Net Change in Fund Balance/Net Assets</b>	\$ -	\$ (213,472)	\$ -	\$ (8,135,263)	\$ (2,252,324)	\$ (2,318,876)	\$ (12,919,935)
<b>Beginning Fund Balance/Net Assets, July 1, 2022</b>	<u>38,220,771</u>	<u>2,797,712</u>	<u>1,054,852</u>	<u>23,278,695</u>	<u>17,022,209</u>	<u>15,538,019</u>	<u>97,912,258</u>
<b>Ending Fund Balance/Net Assets, June 30, 2023</b>	<u>\$ 38,220,771</u>	<u>\$ 2,584,240</u>	<u>\$ 1,054,852</u>	<u>\$ 15,143,432</u>	<u>\$ 14,769,885</u>	<u>\$ 13,219,143</u>	<u>\$ 84,992,323</u>

\*The fund balance for the non-major funds in the aggregate is projected to decrease in fiscal year 2023. 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 2023 Adopted Budget**

	<b>Major - General Fund</b>	<b>Special Revenue Funds</b>	<b>Debt Service Funds</b>	<b>Capital Project Funds</b>	<b>Internal Service Funds</b>	<b>Enterprise Funds</b>	<b>Grand Total</b>
<b>Funding Sources</b>							
<b>Revenue</b>							
Local	\$ 148,591,125	\$ 5,372,019	\$ -	\$ 1,828,000	\$ 5,768,221	\$ 22,343,491	\$ 183,902,856
State and Federal	15,162,345	6,200,684	237,423	211,377	-	11,695	21,823,524
Other Financing Sources	2,068,130	3,435,117	24,304,156	28,137,231	17,282,832	4,311,047	79,538,513
Less Interfund Transfers	(181,530)	(3,435,117)	(13,510,676)	(5,137,231)	(16,899,226)	(1,244,542)	(40,408,322)
	<u>\$ 165,640,070</u>	<u>\$ 11,572,703</u>	<u>\$ 11,030,903</u>	<u>\$ 25,039,377</u>	<u>\$ 6,151,827</u>	<u>\$ 25,421,691</u>	<u>\$ 244,856,571</u>
<b>Beginning Fund Balance/Net Assets, July 1, 2022</b>	<u>38,220,771</u>	<u>2,797,712</u>	<u>1,054,852</u>	<u>23,278,695</u>	<u>17,022,209</u>	<u>15,538,019</u>	<u>97,912,258</u>
<b>Ending Fund Balance/Net Assets, June 30, 2023</b>	<u>(38,220,771)</u>	<u>(2,584,240)</u>	<u>(1,054,852)</u>	<u>(15,143,432)</u>	<u>(14,769,885)</u>	<u>(13,219,143)</u>	<u>(84,992,323)</u>
	<u>\$ 165,640,070</u>	<u>\$ 11,786,175</u>	<u>\$ 11,030,903</u>	<u>\$ 33,174,640</u>	<u>\$ 8,404,151</u>	<u>\$ 27,740,567</u>	<u>\$ 257,776,506</u>
<b>Expenditures/Expenses</b>							
Expenditures/Expenses	\$ 165,821,600	\$ 15,221,292	\$ 24,541,579	\$ 38,311,871	\$ 25,303,377	\$ 28,985,109	\$ 298,184,828
Less Interfund Transfers	(35,995,259)	(2,510,700)	-	-	(209,030)	(1,693,333)	(40,408,322)
	<u>\$ 129,826,341</u>	<u>\$ 12,710,592</u>	<u>\$ 24,541,579</u>	<u>\$ 38,311,871</u>	<u>\$ 25,094,347</u>	<u>\$ 27,291,776</u>	<u>\$ 257,776,506</u>

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

## SCHEDULE OF DEBT OBLIGATIONS

		Adopted FY2023					
						Other	
		Principal				Debt Service	
		Outstanding				Expenditures/	
		7/1/2022				Expenses	
<u>Maturity</u>	<u>Original</u>	<u>Issue</u>	<u>Principal</u>	<u>Interest</u>	<u>Principal</u>	<u>Interest</u>	<u>Requirements</u>
<b><u>Debt Service Funds</u></b>							
<b><u>General Obligation Bonds</u></b>							
2019B VPSA Refunding 2002 School Bonds	7/15/2022	\$ 2,180,000	\$ 870,000	\$ 585,000	\$ 14,186	\$ 605	\$ 599,791
2019B VPSA Refunding 2003 School Bonds	7/15/2023	1,360,000	300,000	285,000	22,568	605	308,173
2005 VPSA School Bonds	7/15/2025	14,905,000	4,280,000	995,000	179,220	605	1,174,825
2010 VPSA Qualified School Construction Bonds	6/1/2027	1,120,000	340,000	65,000	59,472	-	124,472
2012 VPSA School Bonds	7/15/2032	6,925,000	4,585,000	330,000	194,735	770	525,505
2014 VPSA School Bonds	1/15/2035	8,530,000	6,455,000	375,000	257,859	770	633,629
2014B VPSA Refunding School Bonds	7/15/2026	8,290,000	3,770,000	690,000	155,022	605	845,627
2015A VPSA Refunding School Bonds	7/15/2028	4,305,000	2,550,000	310,000	125,120	770	435,890
2016 VPSA School Bonds	7/15/2036	11,575,000	9,520,000	475,000	315,254	770	791,024
2017 VPSA School Bonds	7/15/2037	8,100,000	7,005,000	310,000	262,519	770	573,289
2016B VPSA Refunding School Bonds	7/15/2029	3,035,000	2,025,000	225,000	71,814	770	297,584
2018 VPSA School Bonds	7/15/2038	7,850,000	7,070,000	285,000	273,614	775	559,389
2019 VPSA School Bonds	7/15/2039	7,765,000	7,275,000	265,000	292,697	775	558,472
2020 VPSA School Bonds	7/15/2040	8,000,000	7,700,000	310,000	218,805	775	529,580
2021 VPSA School Bonds	7/15/2041	8,580,000	8,580,000	275,000	292,046	775	567,821
		<u>102,520,000</u>	<u>72,325,000</u>	<u>5,780,000</u>	<u>2,734,931</u>	<u>10,140</u>	<u>8,525,071</u>
<b><u>Lease Revenue Bonds</u></b>							
2014 Lease Revenue Refunding Bonds	7/15/2023	9,865,000	1,245,000	1,245,000	49,800	2,500	1,297,300
2016A VFPF VRA	10/1/2029	10,375,000	8,065,000	845,000	356,279	-	1,201,279
2018 VRA Lease Revenue Bond	10/1/2038	7,555,000	6,830,000	270,000	287,300	-	557,300
2020 VRA Lease Revenue Bond	10/1/2040	2,185,000	2,120,000	70,000	95,660	-	165,660
2022 VRA Lease Revenue Bond	10/1/2042	25,305,000	25,305,000	295,000	1,202,400	-	1,497,400
2022 Motorola Lease Purchase	1/1/2027	2,587,369	2,587,369	496,787	52,782	-	549,569
		<u>57,872,369</u>	<u>46,152,369</u>	<u>3,221,787</u>	<u>2,044,221</u>	<u>2,500</u>	<u>5,268,508</u>
<b><u>Enterprise Funds</u></b>							
<b><u>Revenue Bonds</u></b>							
2016C Sewer Revenue Refunding Bonds	10/1/2028	6,540,000	4,145,000	660,000	195,519	2,500	858,019
2020 VRA Pooled	10/1/2030	1,245,000	1,145,000	105,000	55,991	2,500	163,491
2020 VRA Pooled Refunding	10/1/2039	9,510,000	9,510,000	-	422,588	2,500	425,088
		<u>17,295,000</u>	<u>14,800,000</u>	<u>765,000</u>	<u>674,098</u>	<u>7,500</u>	<u>1,446,598</u>
Total All Issues		<u>\$ 177,687,369</u>	<u>\$ 133,277,369</u>	<u>\$ 9,766,787</u>	<u>\$ 5,453,250</u>	<u>\$ 20,140</u>	<u>\$ 15,240,177</u>

## Current Debt Service Amortization Schedule

Years	<i>Debt Service Funds</i>						<i>Enterprise Funds</i>	
	<u>General Obligation Bonds</u>		<u>Lease Revenue Bonds</u>		<u>Capital Leases</u>		<u>Revenue Bonds</u>	
	<u>Principal</u>	<u>Interest</u>	<u>Principal</u>	<u>Interest</u>	<u>Principal</u>	<u>Interest</u>	<u>Principal</u>	<u>Interest</u>
FY 2023	\$ 5,780,000	\$ 2,734,931	\$ 2,725,000	\$ 1,991,439	\$ 496,787	\$ 52,782	\$ 765,000	\$ 674,098
FY 2024	5,435,000	2,471,459	2,005,000	1,923,209	506,922	42,648	805,000	633,866
FY 2025	5,385,000	2,218,830	2,100,000	1,818,981	517,263	32,307	790,000	592,994
FY 2026	5,640,000	1,961,122	2,215,000	1,711,000	527,815	21,755	635,000	556,478
FY 2027	4,705,000	1,723,685	2,320,000	1,599,084	538,582	10,987	665,000	523,165
FY 2028	3,985,000	1,503,877	2,440,000	1,483,334	-	-	700,000	488,188
FY 2029	4,150,000	1,302,406	2,555,000	1,365,372	-	-	740,000	451,288
FY 2030	3,885,000	1,145,700	2,675,000	1,244,197	-	-	825,000	411,184
FY 2031	3,720,000	1,006,957	1,585,000	1,143,169	-	-	865,000	367,878
FY 2032	3,865,000	864,104	1,660,000	1,066,219	-	-	745,000	326,622
FY 2033	4,000,000	720,476	1,735,000	987,719	-	-	785,000	287,416
FY 2034	3,615,000	593,817	1,815,000	905,938	-	-	820,000	250,388
FY 2035	3,730,000	478,214	1,900,000	820,697	-	-	855,000	215,841
FY 2036	3,200,000	368,936	1,990,000	729,853	-	-	890,000	179,850
FY 2037	3,310,000	269,410	2,085,000	634,594	-	-	925,000	142,416
FY 2038	2,600,000	181,088	2,195,000	534,506	-	-	960,000	103,538
FY 2039	2,095,000	111,675	2,290,000	429,453	-	-	995,000	63,216
FY 2040	1,595,000	59,424	1,835,000	330,547	-	-	1,035,000	21,347
FY 2041	1,070,000	24,658	1,925,000	237,925	-	-	-	-
FY 2042	560,000	5,740	1,860,000	144,000	-	-	-	-
FY 2043	-	-	1,655,000	27,250	-	-	-	-
	<u>\$ 72,325,000</u>	<u>\$ 19,746,509</u>	<u>\$ 43,565,000</u>	<u>\$ 21,128,486</u>	<u>\$ 2,587,369</u>	<u>\$ 160,479</u>	<u>\$ 14,800,000</u>	<u>\$ 6,289,773</u>

# Consolidated Payments to Agencies

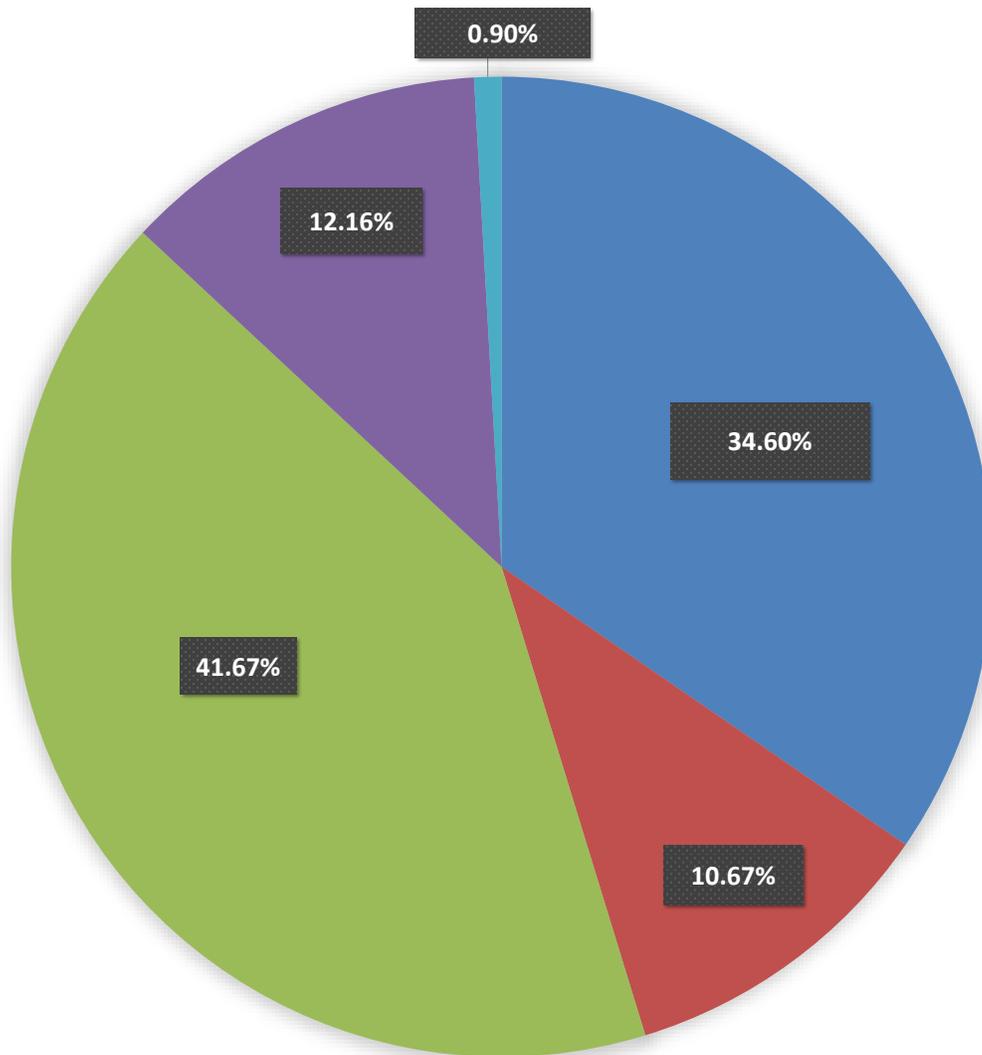
<u>Fund</u>		<b><u>FY2023</u></b> <b><u>Adopted</u></b>
	<b><u>Exemplary Public Safety</u></b>	
General Fund	Colonial Community Corrections	\$ 120,660
General Fund	Colonial Group Home Commission	234,665
General Fund	Heritage Humane Society	35,000
General Fund	HRPDC-Metrop. Medical Response System (MMRS)	13,960
General Fund	Magistrate	2,000
General Fund	Middle Peninsula Juvenile Detention (Merrimac Center)	235,890
General Fund	Peninsula Alcohol Safety Action Program (PASAP)	15,000
Grants & Donations Fund	Peninsula Emergency Medical Services (PEMS)	11,133
General Fund	Peninsula Regional Animal Shelter	213,270
General Fund	Virginia Peninsula Regional Jail	<u>2,556,220</u>
	Sub-total Exemplary Public Safety	<b><u>\$ 3,437,798</u></b>
	<b><u>Excellent Educational Opportunities</u></b>	
General Fund	Child Development Resources	\$ 75,000
General Fund	Hampton Roads Workforce Council	17,070
General Fund	Virginia Peninsula Community College	143,060
General Fund	Williamsburg Regional Library	690,815
General Fund	YMCA RF Wilkinson	75,000
General Fund	YMCA Victory	<u>50,000</u>
	Sub-total Excellent Educational Opportunities	<b><u>\$ 1,050,945</u></b>
	<b><u>Value-Driven Economic Development</u></b>	
Tourism Fund	Daughters of the American Revolution Comte de Grasse Chapter	\$ 9,000
General Fund	Hampton Roads Alliance (Replaced Greater Williamsburg Alliance)	80,555
General Fund	Hampton Roads Military & Federal Facilities Alliance	34,900
Tourism Fund	Jamestown-Yorktown Foundation INC	100,000
Tourism Fund	Virginia Air & Space Science Center	10,000
General Fund	Virginia Peninsula Chamber of Commerce	10,000
Tourism Fund	Waterman's Museum	30,000
General Fund	Williamsburg Area Transit Authority (WATA)	381,000
General Fund	York County Chamber of Commerce	20,000
Tourism Fund	York County Historical Museum	5,000
Tourism Fund	Greater Williamsburg Chamber Alliance-Business Council	134,000
Tourism Fund	Greater Williamsburg Chamber Alliance-Tourism Council	304,600
Tourism Fund	Yorktown Foundation-Administrative Support	3,500
Tourism Fund	Yorktown Foundation-Celebrate Yorktown/Symphony	5,000
Tourism Fund	Yorktown Foundation-Tall Ships Committee	10,000
General Fund	START Peninsula	7,004
General Fund	Launchpad Regional Incubator	34,500
General Fund	EVRIFA	20,000
General Fund	Small Business Development Center	<u>7,000</u>
	Sub-total Value-Driven Economic Development	<b><u>\$ 1,206,059</u></b>
	<b><u>Outstanding Communication &amp; Customer Service</u></b>	
General Fund	Colonial Behavioral Health	\$ 998,000
General Fund	Community Services Grant	50,000
General Fund	Housing Partnerships Inc. (HPI)	10,000
General Fund	Peninsula Health District	367,750
General Fund	Lackey Free Clinic	25,000
General Fund	Virginia Peninsula Mayors & Chairs on Homelessness	14,455
General Fund	Williamsburg Area Medical Assist Corp (Olde Towne)	116,755
General Fund	York County Arts Commission	70,000
General Fund	York-Poquoson Social Services-Comprehensive Services Act	435,480
General Fund	York-Poquoson Social Services-Local Match-Programs/Operations	<u>2,071,450</u>
	Sub-total Outstanding Communication & Customer Service	<b><u>\$ 4,158,890</u></b>

**Fund**

**Adopted**

**Environmental Stewardship with a Focus on Resiliency**

General Fund	Colonial Soil & Water	\$ 3,500
General Fund	HRPDC-HR Clean Community System	4,315
General Fund	HRPDC-Member Contribution	59,320
Sewer Fund	HRPDC-Municipal Construction Standards Committee	2,680
Stormwater Fund	HRPDC-Regional Stormwater Program	11,640
General Fund	HRPDC-Regional Stormwater Legal Support	5,595
Sewer Fund	HRPDC-Wastewater Programs	2,255
Sewer Fund	HRPDC-HR Fog Study	4,210
Water Utility Fund	HRPDC-Regional Water Programs	4,170
Water Utility Fund	HRPDC-Sea Level	9,835
	Sub-total Environmental Stewardship with a Focus on Resiliency	<u>\$ 107,520</u>
	Total	<u><u>\$ 9,961,212</u></u>



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

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

<b><u>Agency Name</u></b>	<b><u>FY2023</u></b> <b><u>Adopted</u></b>
American Red Cross Hampton Roads Chapter	\$ 1,000
Avalon Center	4,000
Bacon Street Youth and Family Services	2,700
BikeWalk	1,050
Colonial Court Appt Spec Advocates (CASA)	2,450
Community Brain Injury Services/ The Denbigh House	1,850
Historic Virginia Land Conservancy	1,800
Hospice House and Support Care of Williamsburg	3,900
Natasha House, Inc.	8,000
The Arc of Greater Williamsburg	1,500
Transitions Family Violence	5,000
United Way	1,575
Virginia Peninsula Food Bank	5,000
Williamsburg Area Faith in Action	2,525
Williamsburg - Meals on Wheels	2,300
York County - Meals on Wheels	5,350
Total	<u>\$ 50,000</u>

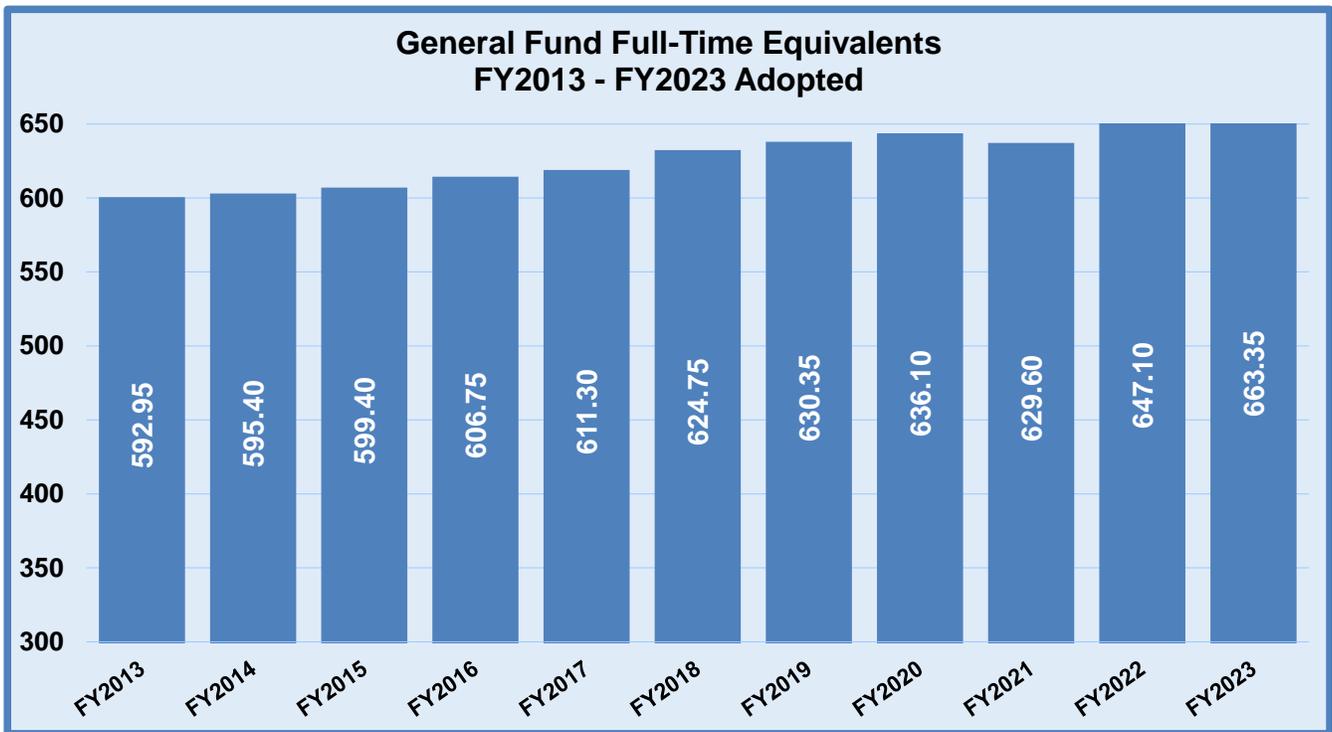
## Summary of Total Entity Funded Full-time Equivalents (FTE's)

	<u>Actual FY2020</u>	<u>Actual FY2021</u>	<u>Adopted FY2022</u>	<u>Adopted FY2023</u>	<u>Change in FTE's</u>	<u>Notes</u>
General Fund						
Board of Supervisors	1.00	1.00	1.00	1.00	-	
County Administration	5.55	5.55	4.55	4.55	-	
County Attorney	4.00	4.00	4.00	4.00	-	
Public Affairs	7.50	6.50	7.50	8.00	0.50	(A)
General Registrar's Office	3.50	3.50	3.50	3.50	-	
Clerk of the Circuit Court	14.00	14.00	14.00	15.00	1.00	(B)
Commonwealth's Attorney	12.75	12.75	12.75	14.00	1.25	(C)
Victim-Witness Assistance Program	3.00	3.00	3.00	3.00	-	
Domestic Violence Program	0.75	0.75	0.75	0.75	-	
Circuit Court	1.50	1.50	1.50	2.00	0.50	(D)
Sheriff General Operations	14.50	14.00	14.00	14.00	-	
Law Enforcement	57.00	57.00	62.00	64.00	2.00	(E)
Investigations	15.00	14.00	13.00	13.00	-	
Civil Operations/Court Security	18.00	19.00	18.00	18.00	-	
Sheriff Community Services	13.00	12.50	13.50	15.50	2.00	(E)
Fire & Life Safety Administration	4.50	4.50	4.50	4.50	-	
Fire & Rescue Operations	138.00	138.00	143.00	153.00	10.00	(F)
Technical Services & Special Operations	3.00	3.00	3.00	3.00	-	
Prevention & Community Safety	3.00	3.00	4.00	4.00	-	
Fire & Life Safety Support Services	3.00	3.00	3.00	3.00	-	
Animal Services	2.00	2.00	2.00	2.00	-	
Emergency Management	1.50	1.50	1.50	1.50	-	
Emergency Communications	44.75	44.75	47.00	46.50	(0.50)	(G)
Planning & Development Svcs Administration	2.00	2.00	2.00	2.00	-	
Planning & Development Services - Building Safety	13.00	13.00	13.00	13.00	-	
Planning & Development Services - Development Services	8.00	8.00	8.00	8.00	-	
Planning & Development Services - Planning	3.00	3.00	3.00	4.00	1.00	(H)
Finance	2.25	2.25	2.25	2.25	-	
Accounting & Financial Reporting	4.00	4.00	4.00	4.00	-	
Budget	4.00	3.00	3.00	3.00	-	
Fiscal Accounting Services	9.00	9.00	9.00	9.00	-	
Information Technology	22.00	22.00	23.00	23.00	-	
Human Resources	8.00	8.00	8.00	8.00	-	
Central Purchasing	5.00	5.00	5.00	5.00	-	
Commissioner of the Revenue	18.50	18.50	18.50	19.00	0.50	(I)
Treasurer	12.00	12.00	12.00	12.00	-	
Real Estate Assessment	7.00	7.00	7.00	7.00	-	
Office of Economic Development	3.00	3.00	3.00	-	(3.00)	(J)
Library Services	32.50	32.50	32.50	33.50	1.00	(K)
Public Works Administration	2.00	2.00	2.00	2.00	-	
Engineering & Facility Maintenance	17.50	18.00	18.00	18.00	-	
Grounds Maintenance & Construction	40.00	40.00	43.00	43.00	-	
Stormwater Operations	28.55	12.55	12.55	12.55	-	
Mosquito Control	3.00	15.00	15.00	15.00	-	
Community Services Administration	3.00	3.00	3.75	3.75	-	
Housing	6.00	6.00	6.50	6.50	-	
Parks & Recreation	12.00	12.00	12.00	12.00	-	
<b>Total General Fund</b>	<b>636.10</b>	<b>629.60</b>	<b>647.10</b>	<b>663.35</b>	<b>16.25</b>	
Workers' Compensation Fund	1.00	1.00	1.00	1.00	-	
Tourism Fund	4.00	7.50	7.50	10.50	3.00	(J)
Social Services Fund	63.70	61.90	63.40	63.40	-	
Yorktown Operations Fund	-	0.50	0.50	0.50	-	
Regional Radio Fund	0.75	0.75	-	-	-	
Children & Family Services Fund	23.40	24.20	24.20	24.20	-	
Vehicle Maintenance Fund	12.05	12.05	13.40	13.40	-	
Information Technology Fund	-	-	1.00	1.00	-	
Solid Waste Management Fund	12.70	12.70	12.10	12.10	-	
Sewer Utility Fund	61.90	62.90	64.15	64.65	0.50	(L)
<b>Total Non-General Funds</b>	<b>179.50</b>	<b>183.50</b>	<b>187.25</b>	<b>190.75</b>	<b>3.50</b>	
<b>Total Entity</b>	<b>815.60</b>	<b>813.10</b>	<b>834.35</b>	<b>854.10</b>	<b>19.75</b>	

## Summary of Total Entity Funded Full-time Equivalents (FTE's), cont'd

**Notes: Changes from FY2022 Adopted Budget to FY2023 Adopted Budget**

- (A) Reclassification of 0.5 FTE Administrative Assistant II to 1.0 FTE.
- (B) Addition of 1.0 FTE Deputy Clerk II.
- (C) Addition of 1.0 FTE Paralegal and 0.25 FTE Administrative Assistant II.
- (D) Reclassification of 0.5 FTE Judicial Assistant to 1.0 FTE.
- (E) Addition of 2.0 FTE Deputy Sheriffs and 2.0 FTE Deputy Sheriffs - Schools.
- (F) Addition of 10.0 FTE Firefighters.
- (G) Reclassification of 1.0 FTE Dispatcher II to 0.5 FTE.
- (H) Addition of 1.0 FTE Management Analyst.
- (I) Reclassification of 0.5 FTE Revenue Specialist to 1.0 FTE.
- (J) The Office of Economic Development moved to the Tourism Fund in FY23.
- (K) Addition of 1.0 FTE Librarian I.
- (L) Addition of 0.5 FTE Housing Rehabilitation Inspector.



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**Adopted  
Capital Improvements Program  
FY2023-FY2028**

**Introduction**

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

The County's CIP is divided into four sections depending on the funding sources of the projects: General Fund, Vehicle Maintenance Fund, Solid Waste Fund and Sewer Utility Fund. The General Fund portion contains projects related to general governmental services in areas such as administrative services, public safety, education and educational services, public works and community services. The Solid Waste Fund contains projects that support the County's trash and recycling programs. The Vehicle Maintenance Fund contains projects that support the maintenance of the County's fleet. Sewer Fund projects support the County's sewer operations.

The CIP is funded either on a pay-as-you-go basis or through debt issuance. Pay-as-you-go funding is derived from sources such as tax revenues, interest earnings, payments from other governmental agencies, cash proffers, and user fees. Local revenues make up approximately 90% of the General Fund revenues and are the primary revenue source used to fund the General Fund projects. The County also seeks grant funding for projects when available, such as Virginia Department of Transportation (VDOT) shared road projects and Virginia Department of Environmental Quality (VDEQ) funds for qualifying Stormwater projects. Debt funding may include general obligation bonds, revenue bonds, or lease financing.

The School Division's CIP is proposed by the School Superintendent and presented to the School Board for revisions prior to proposal for approval by the Board of Supervisors. The Superintendent's adopted CIP is included in the Adopted Capital Improvements Program.

The County has elected to debt finance all of the School Division's CIP projects that have useful life projections equal to or greater than the length of the debt financing. In

Virginia, school divisions are not able to issue debt, so the County must issue debt on their behalf. School divisions do, however, record the assets procured with debt financing. At the time the CIP budget is proposed, the funding model reflects the current estimate of the amount of cash funding and debt financing that will be used to pay for the CIP projects. The funding sources included in the CIP document show the best estimates available at the time the document is prepared. However, circumstances are subject to change depending on cash funds available at the time the projects are undertaken. Whenever debt financing is indicated as a funding source, it is the County's intent to reimburse itself for any cash advanced prior to issuing the debt.

### **Methodology**

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

The last two years' CIP processes were unusual because of the COVID-19 pandemic. In anticipation of significantly lower revenues, the Board adopted a CIP for FY2021 that eliminated most of the planned cash capital funding and shifted planned capital projects out one year to establish a new baseline beginning with the FY2022-FY2027 CIP. Subsequent federal legislation, most notably the American Rescue Plan Act, has provided relief funding to the County that has improved our financial position and will allow us to get back on track with some of the projects that were delayed due to the pandemic. Based on input from the Departments and the internal CIP Review Committee, adjustments have been made to the timing and funding for some projects, though the bulk of the CIP remains unchanged.

The Board provides comments and makes recommendations for changes as it finds necessary. The CIP is adopted at the same time as the fiscal year operating budget in May.

## **FY 2023 Adopted CIP Projects**

The majority of the fiscal year 2023 to 2028 capital plan involves the construction of a new law enforcement building and the repair and replacement of existing equipment. As vehicles and machinery are replaced, the operating budget is positively impacted by more fuel efficient units. When building improvements such as roofing and HVAC are scheduled, some allowance is made for utility expenses and expected cost savings. Expanding and construction of new facilities has the opposite effect by increasing utilities, maintenance costs, day to day operational costs, and even personnel. These allowances have been considered in the operating budget.

The upcoming Stormwater projects should not have an impact on the operating budget. Sewer projects are funded by user fees and as new pump stations are added, expenses are adjusted accordingly.

Following is a brief description of the capital projects that are adopted for fiscal year 2023 along with the Board of Supervisors' strategic priorities that are addressed and the amount of funding adopted. Submissions from the departments are included in this document and provide additional details about the projects and their expected costs for the remainder of the six year plan.

### **GENERAL FUND SUPPORTED PROJECTS**

#### **Administrative Services Projects**

##### **County Administration:**

*Exemplary Public Safety*

*Excellent Educational Opportunities*

*Value-Driven Economic Development*

*Environmental Stewardship with a Focus on Resiliency*

*Quality Technology Investments*

*Maximize Outstanding Communications and Customer Service*

##### **Building and Building Renovations:**

\$25,900,000

Funding is for Architecture/Engineering, Construction, Furnishings, Security, and IT for the Law Enforcement and Planning & Development Services Buildings, as well as renovations in support of IT consolidation.

**Operating Impact:** As buildings are built and renovated, building maintenance and utilities are expected to increase. Any additional costs will be addressed during the annual operating budget preparation.

**General Economic Development Activities:**

\$250,000

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

**Operating Impact:** The economic development initiatives outlined are expected to result in new or expanded commercial enterprises that will generate additional tax revenue for the County. In most cases this additional revenue should exceed the cost of any increase in demand for municipal services.

**Video Services Studio & York Hall Equipment Replacements:**

\$130,000

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

**Operating Impact:** This equipment is being replaced in accordance with a replacement schedule. No operating budget impact is expected.

**Public Safety Projects**

**Sheriff's Office:**

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**Expansion of Firing Range:**

\$25,000

Funding is for additional maintenance due to expansion of the firing range.

**Operating Impact:** By agreement, maintenance will be funded by the Hampton Roads Criminal Justice Training Academy (HRCJTA). No operating impact is expected.

**Fire & Life Safety:**

*Exemplary Public Safety*

*Quality Technology Investments*

*Maximize Outstanding Communications and Customer Service*

**Backup Power – Emergency Shelter & Disaster Support:**

\$100,000

Funding is to provide necessary upgrades and replacements for current shelter back-up power capabilities.

**Operating Impact:** As more generators are installed, maintenance costs are expected to increase. Additional maintenance costs will be addressed during the annual operating budget preparation.

**Fire Apparatus:**

\$1,500,000

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

**Operating Impact:** This equipment is being replaced as part of a replacement schedule. No operating budget impact is expected.

**Biomedical Equipment:**

\$425,000

Funding for replacement of biomedical equipment including cardiac monitoring/defibrillation, suction intubation devices, etc.

**Operating Impact:** This equipment is being replaced in accordance with a replacement schedule. No operating budget impact is expected.

## **Emergency Communications and Radio Maintenance:**

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## **Regional Radio Project:**

\$1,000,000

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

**Operating Impact:** This equipment must be periodically replaced as it becomes outdated. All costs are included in the six-year CIP, and no operational budget impact is expected.

## **County Fire Alarm System:**

\$75,000

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

**Operating Impact:** This equipment must be periodically replaced as it becomes outdated. All costs are included in the six-year CIP, and no operational budget impact is expected.

## **Public Works Projects**

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## **Security in Public Buildings:**

\$50,000

Funding will support the installation of appropriate security features and measures (locks, distress alarms, etc.) necessary in various facilities to ensure employee and public safety.

**Operating Impact:** Repair and maintenance costs are expected to be minor, and will be addressed during the annual operating budget preparation.

**Tennis/Basketball Court Repair:**

\$100,000

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

**Operating Impact:** This is a combination of normal life-cycle replacement and preventive maintenance that is expected to reduce repair costs and extend the life of the courts.

**Roof Repair/Replacement:**

\$185,000

Funding for life-cycle roof replacements and major repairs at County facilities.

**Operating Impact:** Proper and timely roof maintenance, repair, and replacement results in the lowest overall long term facility cost.

**HVAC Replacement:**

\$165,000

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

**Operating Impact:** This equipment is being replaced in accordance with a replacement schedule. No operating budget impact is expected.

**Parking Lot Repair:**

\$100,000

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

**Operating Impact:** This is a combination of normal life-cycle replacement and preventive maintenance that is expected to reduce repair costs and extend the life of the courts.

**Building Maintenance & Repair:**

\$605,000

Project components include: floor covering replacements; painting and miscellaneous repairs, maintenance and renovations; equipment, furniture and appliance replacements in various buildings; pier maintenance; and energy efficient projects such as caulking and window and door replacements.

**Operating Impact:** Utilities costs are expected to decrease as energy-efficient upgrades are completed. The amount of the savings is unknown at this time, but adjustments will be made to future budgets as these savings are quantified.

**Disability Compliance:**

\$100,000

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

**Operating Impact:** These upgrades are expected to increase maintenance costs. Additional maintenance costs will be addressed during the annual operating budget preparation.

**Major Grounds Repair & Maintenance:**

\$100,000

Capital maintenance projects include brick paver repair, fence repair, bench and trash container replacement, re-lamping of athletic field lights, repairs to all docks and piers throughout the County, and replacement of wooden guardrails at various park locations.

**Operating Impact:** Utilities costs are expected to decrease with the installation of higher efficiency lighting fixtures. The amount of the savings is unknown at this time, but adjustments will be made to future budgets as these savings are quantified.

**Grounds Maintenance Machinery & Equipment Replacement:**

\$90,000

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

**Operating Impact:** This equipment is being replaced in accordance with a replacement schedule. No operating budget impact is expected.

**Underground Utilities:**

\$1,000,000

Funding to eliminate overhead utilities and place them underground to improve visual appeal along major transportation corridors and beautify the County.

**Operating Impact:** This is a one-time cost. Once the utility is relocated underground, all future maintenance is performed by the utility owner. No operating budget impact is expected.

**Active Transportation Fund Infrastructure Improvements:**

\$350,000

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

**Operating Impact:** Most transportation improvements will be maintained by VDOT. However, certain projects may require maintenance by Public Works staff. Any additional costs will be addressed during the annual operating budget preparation.

**Community Services Projects**

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**Back Creek Park Boat Landing Maintenance/Park Improvements:**

\$30,000

Funding to expand the pier and stabilize the shoreline.

**Operating Impact:** The County already maintains this area; therefore there is no expected operating impact.

**Yorktown Improvements:**

\$10,000

Wireless Broadband & Wi-Fi System

Funding will provide a public address system and open wireless broadband internet service along the Yorktown Waterfront, from the Coleman Bridge to the Yorktown fishing pier.

**Operating Impact:** Repair and maintenance costs are expected to be minor, and will be addressed during the annual operating budget preparation.

**Mini-bus Replacement:**

\$115,000

Funding to replace the current mini-bus used to support Community Services, Parks & Recreation, and Tourism Development, and as a backup to the Yorktown Trolley.

**Operating Impact:** This vehicle replaces an existing vehicle; no operating impact is expected.

**Riverwalk Landing Restaurant Renovation:**

\$4,000,000

This project aims to integrate the two existing restaurants into one restaurant, upgrade furnishings, fixtures, and equipment, and expand and improve outdoor dining. This project will be partially funded by a capital contribution from the current tenant as well as through increased rent payments.

**Operating Impact:** Higher revenues are expected as a result of increased rent and increased taxes.

**STORMWATER FUND PROJECTS**

*Exemplary Public Safety*

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The following stormwater projects are adopted for FY2023:

Project Name	Adopted Funding
Goodwin Neck/Rosewood	\$500,000
Celestial Way Stream Restoration	230,000
In-House Stormwater Construction/Maintenance Projects	<u>200,000</u>
Total FY2023 Funding	<u>\$930,000</u>

## **VEHICLE MAINTENANCE FUND PROJECTS**

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*Maximize Outstanding Communications and Customer Service*

### **Fuel Sites Upgrades**

\$550,000

Funding is to upgrade fuel sites to include new underground storage tanks, fuel dispensers and pumps, new tank management software, diesel exhaust fluid dispensers, electric charging stations, canopies, double fuel islands and propane.

## **SEWER FUND PROJECTS**

*Exemplary Public Safety*

*Environmental Stewardship with a Focus on Resiliency*

*Maximize Outstanding Communications and Customer Service*

*Value-Driven Economic Development*

The following sewer and sewer fund related projects are adopted for FY2023:

Project Name	Adopted Funding
Whites Faulkner Area	\$3,000,000
EDA Building Site Sewer Infrastructure	200,000
Sewer Line Rehabilitation	2,000,000
Pump Station Rehabilitation	1,500,000
Emergency Generator Replacement	150,000
Tandem Dump Truck Replacement	250,000
Utility Service Truck Replacement	<u>100,000</u>
Total FY2023 Funding	<u>\$7,200,000</u>

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# GENERAL FUND FUND 1100

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

GENERAL FUND

	FY2020 Actual Amount	FY2021 Actual Amount	FY2022 Adopted Budget	FY2023 Adopted	% of Total FY2023 Adopted Funding Sources
<b>Funding Sources</b>					
General Property Taxes	\$ 91,587,798	\$ 95,895,866	\$ 96,424,000	\$ 103,100,000	62.18%
Other Local Taxes	32,687,704	33,899,151	32,146,000	39,138,045	23.60%
Permits, Fees, and Regulatory Licenses	999,687	968,829	1,061,500	1,100,150	0.66%
Fines & Forfeitures	380,931	268,429	550,000	467,500	0.28%
Use of Money & Property	793,407	206,099	470,000	380,000	0.23%
Charges for Services	2,015,004	2,153,458	2,510,500	2,412,000	1.45%
Fiscal Agent Fees & Administration	247,660	254,009	292,260	292,260	0.18%
Miscellaneous	669,980	367,388	180,000	204,000	0.12%
Recovered Costs	1,509,538	1,495,460	1,515,745	1,497,170	0.90%
State Non-Categorical Aid	8,770,776	8,845,918	8,773,000	8,787,000	5.30%
State Shared Expenses	4,271,979	4,290,628	4,547,130	4,960,570	2.99%
State Categorical Aid	601,129	585,893	608,000	618,000	0.37%
State Grants	131,205	48,759	36,900	36,900	0.02%
Federal Paid in Lieu of Tax	11,203	11,363	11,000	11,000	0.01%
Federal Categorical Aid	3,884,042	17,925,589	811,125	748,875	0.45%
Non-Revenue Receipts	27,734	14,119	-	-	0.00%
Transfer from Other Funds	3,073,197	3,079,359	2,062,840	2,068,130	1.25%
<b>Total Funding Sources</b>	<b>\$ 151,662,974</b>	<b>\$ 170,310,317</b>	<b>\$ 152,000,000</b>	<b>\$ 165,821,600</b>	<b>100.00%</b>

					% Change Adopted 2022/ Adopted 2023
<b>Expenditure by Functional Category</b>					
Administrative Services	\$ 2,861,702	\$ 2,800,936	\$ 3,169,677	\$ 3,496,246	10.3%
Judicial Services	3,195,918	2,787,448	3,012,306	3,442,122	14.3%
Public Safety	33,714,776	30,698,997	39,668,277	44,092,839	11.2%
Planning & Development Services	2,534,215	2,257,123	2,819,793	3,054,734	8.3%
Management Services	9,100,588	8,702,815	9,899,620	11,050,410	11.6%
Education & Educational Services	65,697,643	65,721,368	68,655,434	70,645,480	2.9%
Human Services	3,581,575	3,817,017	3,948,970	4,605,855	16.6%
Public Works	8,633,716	8,102,426	9,842,534	10,745,604	9.2%
Community Services	2,929,967	3,706,492	3,519,624	3,702,680	5.2%
Capital Outlay & Fund Transfers	15,472,396	12,461,142	7,183,870	9,853,508	37.2%
Non-Departmental	4,448,181	17,332,285	279,895	1,132,122	304.5%
<b>Total Expenditures</b>	<b>\$ 152,170,677</b>	<b>\$ 158,388,049</b>	<b>\$ 152,000,000</b>	<b>\$ 165,821,600</b>	<b>9.1%</b>

FUND BALANCE SUMMARY FISCAL YEARS 2022-2023	
<b>Beginning Fund Balance 7/1/2021</b>	<b>\$ 38,220,771</b>
Projected FY2022 Funding Sources:	
Local	135,150,005
State & Federal	14,787,155
Other financing sources	2,062,840
	\$ 152,000,000
Projected FY2022 Expenditures	152,000,000
Net Change	-
<b>Projected Fund Balance 6/30/2022</b>	<b>\$ 38,220,771</b>
Projected FY2023 Funding Sources:	
Local	\$ 148,591,125
State & Federal	15,162,345
Other financing sources	2,068,130
	165,821,600
Projected FY2023 Expenditures	165,821,600
Net Change	-
<b>Projected Fund Balance 6/30/2023</b>	<b>\$ 38,220,771</b>

# General Fund Revenues

	FY2020 Actual Revenues	FY2021 Actual Revenues	FY2022 Adopted Revenues	FY2023 Adopted Revenues	\$ Change	%Change
<b>Revenue Local Sources</b>						
<b>General Property Taxes</b>						
Real estate taxes	\$ 72,271,445	\$ 74,424,101	\$ 75,995,000	\$ 81,300,000	\$ 5,305,000	7.0%
Penalties	349,441	229,759	300,000	300,000	-	0.0%
Interest	204,743	114,409	100,000	100,000	-	0.0%
Public Service Corp	3,011,715	3,726,198	2,920,000	3,300,000	380,000	13.0%
Personal property taxes	15,579,808	17,233,281	16,939,000	17,950,000	1,011,000	6.0%
Mobile home taxes	25,279	22,966	20,000	-	(20,000)	-100.0%
Machinery/Tools	145,317	145,152	150,000	150,000	-	0.0%
Boat > 5	50	-	-	-	-	0.0%
Subtotal	<u>91,587,798</u>	<u>95,895,866</u>	<u>96,424,000</u>	<u>103,100,000</u>	<u>6,676,000</u>	<u>6.9%</u>
<b>Other Local Taxes</b>						
Local sales tax	11,617,827	11,757,686	11,200,000	13,500,000	2,300,000	20.5%
Historic Triangle tax	4,263,491	4,908,304	4,400,000	5,500,000	1,100,000	25.0%
Lodging tax	1,144,926	1,072,439	1,228,000	1,770,000	542,000	44.1%
Lodging tax penalty	4,973	12,935	-	-	-	0.0%
Lodging tax interest	1,531	2,905	-	-	-	0.0%
Meals tax	2,986,396	3,124,475	2,957,000	3,957,345	1,000,345	33.8%
Meals tax penalty	8,699	10,782	-	-	-	0.0%
Meals tax interest	1,957	1,958	-	-	-	0.0%
Cigarette tax	-	-	650,000	1,700,000	1,050,000	161.5%
Occupational license	7,480,872	7,350,293	6,700,000	7,259,000	559,000	8.3%
Occupational license penalty	25,906	30,395	-	-	-	0.0%
Occupational license interest	21,050	26,035	-	-	-	0.0%
Utility consumption tax	224,860	230,278	240,000	230,000	(10,000)	-4.2%
Communications sales tax	1,090,046	968,207	1,025,000	950,000	(75,000)	-7.3%
Motor vehicle license	1,648,997	1,599,783	1,736,000	1,650,000	(86,000)	-5.0%
Bank franchise tax	257,274	367,400	300,000	350,000	50,000	16.7%
Franchise tax - Verizon surcharge	4,713	4,464	-	-	-	0.0%
Recordation tax	305,113	409,834	350,000	400,000	50,000	14.3%
Recordation/Grantor's tax	238,317	-	-	-	-	0.0%
Deeds of conveyance	1,233,642	1,797,561	1,200,000	1,711,700	511,700	42.6%
Short-term rental	10,004	17,964	10,000	10,000	-	0.0%
Motor vehicle rental tax	117,110	205,453	150,000	150,000	-	0.0%
Subtotal	<u>32,687,704</u>	<u>33,899,151</u>	<u>32,146,000</u>	<u>39,138,045</u>	<u>6,992,045</u>	<u>21.8%</u>
<b>Permits, Fees, Regulatory Licenses</b>						
Dog license	13,148	11,753	8,000	5,000	(3,000)	-37.5%
Wetlands permits	3,000	1,500	-	-	-	0.0%
Ches Bay application fees	3,000	3,750	2,000	2,000	-	0.0%
Zoning fees	12,227	8,520	9,000	9,000	-	0.0%
Plan review fees	10,838	13,296	16,000	15,000	(1,000)	-6.3%
Map maint fees	12,925	1,969	4,000	2,500	(1,500)	-37.5%
Planning/Public Works insp fees	3,693	2,309	5,000	2,500	(2,500)	-50.0%
Board of Zoning/Subdivision	1,011	1,612	500	-	(500)	-100.0%
Zoning verification	1,050	1,100	1,000	1,000	-	0.0%
Land transfer fees	2,120	2,568	4,000	2,500	(1,500)	-37.5%
Electrical inspection fees	128,018	117,402	145,000	145,000	-	0.0%
Electrical inspection State surcharge	2,326	2,234	2,000	2,000	-	0.0%
Reinspection electrical	3,000	1,425	4,000	4,000	-	0.0%
Plumbing inspection fees	123,512	110,231	145,000	145,000	-	0.0%
Plumbing inspection State surcharge	2,364	2,068	3,000	3,000	-	0.0%
Reinspection plumbing	900	375	1,000	2,000	1,000	100.0%
Building inspection fees	347,628	422,738	415,000	500,000	85,000	20.5%
Building inspection State surcharge	6,537	7,742	9,000	6,000	(3,000)	-33.3%
Reinspection building	2,625	1,595	3,000	2,500	(500)	-16.7%
Erosion inspection fees	7,896	50	15,000	1,000	(14,000)	-93.3%
Mechanical inspection fees	138,009	90,876	135,000	125,000	(10,000)	-7.4%
Mechanical inspection State surcharge	2,741	1,716	-	1,000	1,000	100.0%
Reinspection mechanical	1,650	375	-	750	750	100.0%
Land disturbance permit	30,684	35,818	30,000	35,000	5,000	16.7%
Misc permits & licenses	800	1,000	-	400	400	100.0%
SW Ches Bay VSMP (No VA%)	46,110	50,750	40,000	30,000	(10,000)	-25.0%
SW Mgmt W/VA%	52,096	34,896	45,000	30,000	(15,000)	-33.3%
VA 28% SW Mgmt	7,504	6,440	10,000	18,000	8,000	80.0%
Sheriff conceal weapon fees	19,042	32,721	10,000	10,000	-	0.0%
DMV fees	6,045	-	-	-	-	0.0%
Credit card fees	7,188	-	-	-	-	0.0%
Subtotal	<u>999,687</u>	<u>968,829</u>	<u>1,061,500</u>	<u>1,100,150</u>	<u>38,650</u>	<u>3.6%</u>

# General Fund Revenues

	FY2020 Actual Revenues	FY2021 Actual Revenues	FY2022 Adopted Revenues	FY2023 Adopted Revenues	\$ Change	%Change
<b>Fines &amp; Forfeitures</b>						
Animal control fines	450	325	1,000	500	(500)	-50.0%
Assessment courthouse	25,781	17,975	35,000	35,000	-	0.0%
Court fines	239,284	172,527	300,000	225,000	(75,000)	-25.0%
Courthouse security	103,298	67,860	200,000	195,000	(5,000)	-2.5%
Jail admission fee	8,008	6,932	10,000	8,000	(2,000)	-20.0%
Misc FLS Fines	-	300	-	-	-	0.0%
Parking fines	3,410	2,510	4,000	4,000	-	0.0%
Restitution	700	-	-	-	-	0.0%
Subtotal	<u>380,931</u>	<u>268,429</u>	<u>550,000</u>	<u>467,500</u>	<u>(82,500)</u>	<u>-15.0%</u>
<b>Use of Money and Property</b>						
Unrealized gain (loss) on invmty	115,252	(179,798)	-	-	-	0.0%
Interest	385,334	80,242	120,000	75,000	(45,000)	-37.5%
Rents & Leases	18,120	17,623	30,000	20,000	(10,000)	-33.3%
Facility costs - YPDSS	21,138	19,971	25,000	25,000	-	0.0%
Telephone service agreement	-	-	30,000	-	(30,000)	-100.0%
Tower rent	251,099	254,269	260,000	260,000	-	0.0%
YCSC concession commissions	-	-	5,000	-	(5,000)	-100.0%
Sale of equipment	187	3,000	-	-	-	0.0%
Disposal-surplus property	252	92	-	-	-	0.0%
Sale of Forfeiture Assets	(75)	-	-	-	-	0.0%
Sale of Land and Buildings	2,100	10,700	-	-	-	0.0%
Subtotal	<u>793,407</u>	<u>206,099</u>	<u>470,000</u>	<u>380,000</u>	<u>(90,000)</u>	<u>-19.1%</u>
<b>Charges for Services</b>						
Excess Clerk of Court	20,008	108,114	120,000	100,000	(20,000)	-16.7%
DNA/blood	1,218	1,402	1,000	1,000	-	0.0%
Treasurer-Sheriff fee recovery	1,243	160	2,000	2,000	-	0.0%
Document Reprod Costs	795	388	2,000	2,000	-	0.0%
Chg Commonwealth's Attny	6,548	5,475	6,000	6,000	-	0.0%
Court Appointed Attny Fees	5,590	5,892	7,000	7,000	-	0.0%
Admin fees - payroll deductions	3,050	2,460	3,000	3,000	-	0.0%
Sheriff fees	3,631	5,241	3,000	3,000	-	0.0%
Sheriff special fees	80,763	-	140,000	-	(140,000)	-100.0%
Sheriff - Water Country Busch	-	13,005	-	-	-	0.0%
Sheriff - Miscellaneous	-	21,411	-	-	-	0.0%
Sheriff/School events	55,330	63,475	-	-	-	0.0%
Admin fees-Sheriff	-	3,118	-	-	-	0.0%
Sale of copies-Sheriff	-	1,477	-	-	-	0.0%
Medic transport fee recovery	1,551,288	1,509,410	1,700,000	1,717,000	17,000	1.0%
FLS-Training Fees	1,000	-	-	-	-	0.0%
Recreation fees/admissions	152,535	239,240	400,000	400,000	-	0.0%
Concessions	30,976	47,040	35,000	50,000	15,000	42.9%
Park facility fees & programs	70,111	114,072	60,000	100,000	40,000	66.7%
Safety Town registration	335	630	7,000	7,000	-	0.0%
Community Garden Fees	-	1,055	-	-	-	0.0%
Library Fines	13,078	436	10,000	-	(10,000)	-100.0%
Book replacement	5,391	3,810	5,000	5,000	-	0.0%
Library copier	8,060	1,600	5,000	5,000	-	0.0%
Mosquito Control	500	-	1,000	-	(1,000)	-100.0%
GIS/CSS services	3,484	4,505	3,500	4,000	500	14.3%
Sale copies video tapes	70	42	-	-	-	0.0%
Subtotal	<u>2,015,004</u>	<u>2,153,458</u>	<u>2,510,500</u>	<u>2,412,000</u>	<u>(98,500)</u>	<u>-3.9%</u>
<b>Fiscal Agent Fees &amp; Administration</b>						
Col Group Home Commission	19,028	17,525	19,500	19,500	-	0.0%
Colonial Behavioral Health	138,635	138,681	145,550	145,550	-	0.0%
Sewer Utility fund	51,100	50,915	78,650	78,650	-	0.0%
Solid Waste fund	34,824	44,358	46,040	46,040	-	0.0%
Water Utility fund	4,073	2,530	2,520	2,520	-	0.0%
Subtotal	<u>247,660</u>	<u>254,009</u>	<u>292,260</u>	<u>292,260</u>	<u>-</u>	<u>0.0%</u>

# General Fund Revenues

	FY2020 Actual Revenues	FY2021 Actual Revenues	FY2022 Adopted Revenues	FY2023 Adopted Revenues	\$ Change	%Change
<b>Miscellaneous</b>						
Donations	945	-	-	-	-	0.0%
Local Grants	19,419	33,647	-	-	-	0.0%
Miscellaneous	8,008	445	10,000	-	(10,000)	-100.0%
Admin fees	123,944	105,434	110,000	<b>110,000</b>	-	0.0%
Return checks	14,236	7,178	-	-	-	0.0%
Miscellaneous maint premises	8,775	20,938	-	-	-	0.0%
P-Card rebates	41,933	33,891	60,000	<b>34,000</b>	(26,000)	-43.3%
Clerk Reimbursement	330,000	100,000	-	<b>60,000</b>	60,000	100.0%
Prior year exp refunds	92,332	65,639	-	-	-	0.0%
PAA utility contribution - Senior Center	3,900	-	-	-	-	0.0%
Signs Ches Bay/Wetlands	360	200	-	-	-	0.0%
Tax Sale - excess proceeds	26,118	-	-	-	-	0.0%
VRS Adjustment	10	16	-	-	-	0.0%
Subtotal	<u>669,980</u>	<u>367,388</u>	<u>180,000</u>	<u><b>204,000</b></u>	<u>24,000</u>	13.3%
<b>Recovered Costs</b>						
City of NN One City Marathon	-	-	-	-	-	0.0%
HRMMRS wages & fringes	3,353	2,489	-	-	-	0.0%
Land phone reimb - Commsr of Accts	-	-	-	-	-	0.0%
Hampton 911 merger	-	10,000	10,000	<b>5,619</b>	(4,381)	-43.8%
Poquoson 911 merger	336,405	339,818	334,575	<b>370,074</b>	35,499	10.6%
Poquoson Cooperative Extension share	10,115	10,515	10,550	<b>10,330</b>	(220)	-2.1%
Commissioner of Accounts - reimbursement	191	2	-	-	-	0.0%
Reg Radio System MOU	45,000	-	-	-	-	0.0%
VATF2 Deployment wages	36,985	844	-	-	-	0.0%
VATF2 Training wages & fringes	-	-	-	-	-	0.0%
Williamsburg 911 merger	578,859	584,732	592,920	<b>622,566</b>	29,646	5.0%
Williamsburg Public Safety	36,625	35,308	-	-	-	0.0%
York-Poquoson courthouse	448,930	478,941	504,700	<b>392,581</b>	(112,119)	-22.2%
Records Management System	-	-	34,000	<b>67,000</b>	33,000	97.1%
Recovered Cost misc	1,352	4,762	4,000	<b>4,000</b>	-	0.0%
Streetlight install	-	-	20,000	<b>20,000</b>	-	0.0%
Streetlight costs	8,927	23,035	-	-	-	0.0%
Signage	1,750	2,250	5,000	<b>5,000</b>	-	0.0%
RWL Repairs & Maintenance	1,046	2,764	-	-	-	0.0%
Subtotal	<u>1,509,538</u>	<u>1,495,460</u>	<u>1,515,745</u>	<u><b>1,497,170</b></u>	<u>(18,575)</u>	-1.2%
Total Local	<u>130,891,709</u>	<u>135,508,689</u>	<u>135,150,005</u>	<u><b>148,591,125</b></u>	<u>13,441,120</u>	9.9%
<b>Revenue from the State</b>						
<b>State Non-Categorical Aid</b>						
Mobile home	9,496	15,315	11,000	<b>25,000</b>	14,000	127.3%
Rolling stock	19,600	18,363	20,000	<b>20,000</b>	-	0.0%
Prs Prp Tax Relief Act (PPTRA)	8,741,680	8,741,680	8,742,000	<b>8,742,000</b>	-	0.0%
Skill Games	-	70,560	-	-	-	0.0%
Subtotal	<u>8,770,776</u>	<u>8,845,918</u>	<u>8,773,000</u>	<u><b>8,787,000</b></u>	<u>14,000</u>	0.2%
<b>State Shared Expenses</b>						
Cmnw Attorney salary & fringe	565,328	565,874	601,355	<b>617,515</b>	16,160	2.7%
Sheriff salary & fringe	2,746,093	2,769,688	2,839,000	<b>3,237,350</b>	398,350	14.0%
Comm Revenue salary & fringe	204,905	208,557	257,125	<b>269,980</b>	12,855	5.0%
Treasurer salary & fringe	158,097	154,875	170,900	<b>179,180</b>	8,280	4.8%
Registrar salary	42,355	40,949	92,750	<b>92,750</b>	-	0.0%
Electoral Board salary	9,347	8,967	9,000	<b>9,000</b>	-	0.0%
Clerk of Court salary & fringe	468,886	485,073	577,000	<b>554,795</b>	(22,205)	-3.8%
Clerk of Court equipment	76,968	56,645	-	-	-	0.0%
Subtotal	<u>4,271,979</u>	<u>4,290,628</u>	<u>4,547,130</u>	<u><b>4,960,570</b></u>	<u>413,440</u>	9.1%

# General Fund Revenues

	FY2020 Actual Revenues	FY2021 Actual Revenues	FY2022 Adopted Revenues	FY2023 Adopted Revenues	\$ Change	%Change
<b>State Categorical Aid</b>						
Presidential Primary Reimbursement	32,858	4,847	-	-	-	0.0%
Wireless E-911 servs	317,285	329,876	350,000	360,000	10,000	2.9%
VA Supreme Court - Extradition	18,795	9,206	15,000	15,000	-	0.0%
Library Grant	163,651	178,992	180,000	180,000	-	0.0%
Court Service postage	13,856	8,288	8,000	8,000	-	0.0%
VJCCA	54,684	54,684	55,000	55,000	-	0.0%
Subtotal	<u>601,129</u>	<u>585,893</u>	<u>608,000</u>	<u>618,000</u>	<u>10,000</u>	1.6%
<b>State Grants</b>						
DCJS Victim/Witness	36,124	34,335	36,900	36,900	-	0.0%
DMV Animal Sterilization	1,597	1,795	-	-	-	0.0%
Emergency Home Repair	58,384	30,374	-	-	-	0.0%
Accessibility Repair Program	7,930	-	-	-	-	0.0%
Tax/Spay & Neuter Fund	205	220	-	-	-	0.0%
VA Commission of Arts	4,500	4,500	-	-	-	0.0%
VDEM - Public Assistance	22,465	(22,465)	-	-	-	0.0%
Subtotal	<u>131,205</u>	<u>48,759</u>	<u>36,900</u>	<u>36,900</u>	<u>-</u>	0.0%
Total State	<u>13,775,089</u>	<u>13,771,198</u>	<u>13,965,030</u>	<u>14,402,470</u>	<u>437,440</u>	3.1%
<b>Revenue from the Federal Government</b>						
<b>Federal Paid in Lieu of Tax</b>						
Payment in lieu of taxes	11,203	11,363	11,000	11,000	-	0.0%
Subtotal	<u>11,203</u>	<u>11,363</u>	<u>11,000</u>	<u>11,000</u>	<u>-</u>	0.0%
<b>Federal Categorical Aid</b>						
Bulletproof Vest Ptnship	-	-	-	-	-	0.0%
Carver Gardens - MY1	-	-	-	-	-	0.0%
CDBG Springfield	-	1,219,052	-	-	-	0.0%
Civil Defense salary	-	-	-	-	-	0.0%
Criminal Alien Asst Program	16,393	-	-	-	-	0.0%
DCJS Domestic Violence	27,929	27,366	27,400	27,400	-	0.0%
DCJS Victim Witness	108,369	103,003	110,650	103,270	(7,380)	-6.7%
DEA Overtime & WAR	1,248	14,326	-	-	-	0.0%
DEA WAR	-	-	-	-	-	0.0%
DMV-Sheriff grants	33,670	21,657	-	-	-	0.0%
FLS Port Security Grant	-	-	-	-	-	0.0%
Housing Assistance Vouchers	113,102	166,590	120,000	120,000	-	0.0%
Library E-Rate	10,542	10,542	10,000	10,000	-	0.0%
Prior Year - Federal	-	-	-	-	-	0.0%
SAFER Grant	257,433	363,407	312,740	257,870	(54,870)	-17.5%
Sheriff-BJA Grant	-	-	-	-	-	0.0%
VDEM-LEMPG	61,842	50,335	50,335	50,335	-	0.0%
Medical Transport (CARES Act)	62,109	68,555	-	-	-	0.0%
FEMA_Public Assistance	105,304	36,688	-	-	-	0.0%
Coronavirus Relief Fund	2,894,471	9,019,863	-	-	-	0.0%
State and Local Fiscal Recovery Funds	-	6,631,295	-	-	-	0.0%
Soc Svcs CAP reimbursement	191,630	192,910	180,000	180,000	-	0.0%
Subtotal	<u>3,884,042</u>	<u>17,925,589</u>	<u>811,125</u>	<u>748,875</u>	<u>(62,250)</u>	-7.7%
Total Federal	<u>3,895,245</u>	<u>17,936,952</u>	<u>822,125</u>	<u>759,875</u>	<u>(62,250)</u>	-7.6%

# General Fund Revenues

	<u>FY2020 Actual Revenues</u>	<u>FY2021 Actual Revenues</u>	<u>FY2022 Adopted Revenues</u>	<u>FY2023 Adopted Revenues</u>	<u>\$ Change</u>	<u>%Change</u>
<b>Other Financing Sources</b>						
<b>Non-Revenue Receipts</b>						
Insurance Recovery	<u>27,734</u>	<u>14,119</u>	<u>-</u>	<u>-</u>	<u>-</u>	0.0%
Subtotal	<u>27,734</u>	<u>14,119</u>	<u>-</u>	<u>-</u>	<u>-</u>	0.0%
<b>Transfer from Other Funds</b>						
Transfers - Other Funds	-	-	-	-	-	0.0%
CDA Special Rev Fd Facilities	166,192	171,106	176,240	<b>181,530</b>	5,290	3.0%
School Bus parking lot	-	2	-	-	-	0.0%
School Grounds maintenance	1,135,000	1,134,650	1,206,600	<b>1,206,600</b>	-	0.0%
School Radio Maintenance	99,000	99,000	99,000	<b>99,000</b>	-	0.0%
School Resource officers	356,899	172,004	539,000	<b>539,000</b>	-	0.0%
School Transportation	-	63,334	-	-	-	0.0%
School Video Services	207,103	187,018	42,000	<b>42,000</b>	-	0.0%
School Year-End Reversion	<u>1,109,003</u>	<u>1,252,245</u>	<u>-</u>	<u>-</u>	<u>-</u>	0.0%
Subtotal	<u>3,073,197</u>	<u>3,079,359</u>	<u>2,062,840</u>	<u><b>2,068,130</b></u>	<u>5,290</u>	0.3%
Total Other Sources	<u>3,100,931</u>	<u>3,093,478</u>	<u>2,062,840</u>	<u><b>2,068,130</b></u>	<u>5,290</u>	0.3%
General Fund Total	<u>\$ 151,662,974</u>	<u>\$ 170,310,317</u>	<u>\$ 152,000,000</u>	<u><b>\$ 165,821,600</b></u>	<u>\$ 13,821,600</u>	9.1%

# GENERAL FUND REVENUES

## General Property Taxes

	<u>FY2022</u>	<u>FY2023</u>	<u>\$ Change</u>	<u>% Change</u>
	<u>Adopted</u>	<u>Adopted</u>		
Real Estate	\$ 75,995,000	\$ 81,300,000	\$ 5,305,000	7.0%
Public Service	2,920,000	3,300,000	380,000	13.0%
Personal Property	16,939,000	17,950,000	1,011,000	6.0%
Mobile Homes	20,000	-	(20,000)	-100.0%
Machinery & Tools	150,000	150,000	-	0.0%
Penalties	300,000	300,000	-	0.0%
Interest	<u>100,000</u>	<u>100,000</u>	<u>-</u>	<u>0.0%</u>
Total	<u>\$ 96,424,000</u>	<u>\$ 103,100,000</u>	<u>\$ 6,676,000</u>	<u>6.9%</u>

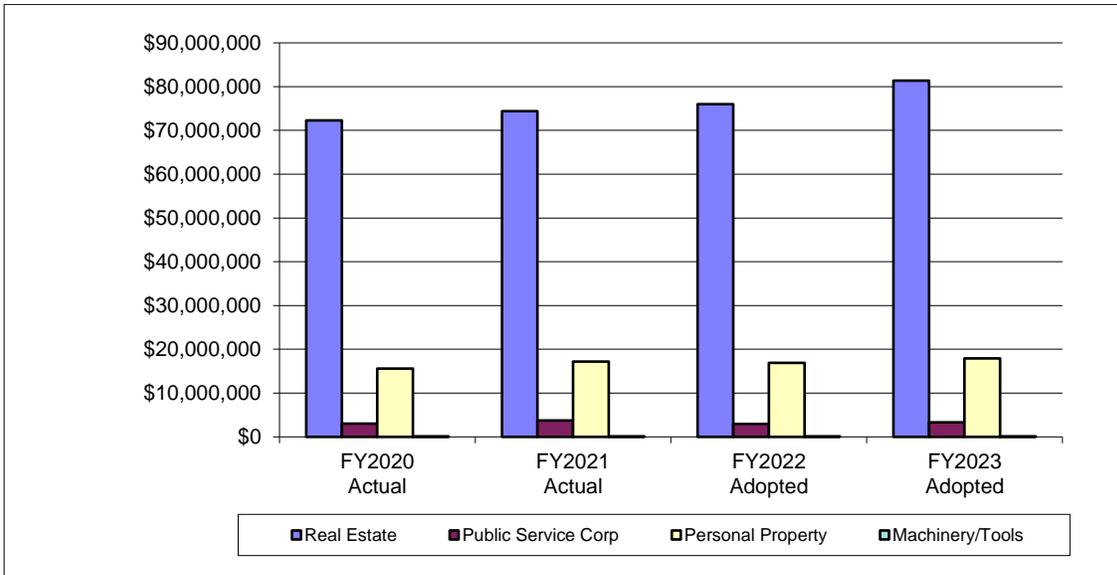
The County levies real estate taxes on all real estate within its boundaries, except that exempted by statute, each year as of January 1, based on the estimated market value of the property, with semi-annual payments due June 25 and December 5. All real estate property is assessed biennially and calendar year 2022 is a reassessment year. Real Estate assessed values increased approximately 7.16%. The real estate rate is adopted at \$0.78, per \$100 of assessed value.

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 FY2023, the adopted real estate rate is \$0.78 and the adopted personal property rate is \$4.00.

The County levies personal property taxes on motor vehicles and tangible personal business property. These levies are made each year as of January 1, with semiannual payments due June 25 and December 5. The adopted personal property rate is \$4.00 per \$100 of assessed valuation. The State offers tax relief for qualifying vehicles. The amount of relief has begun to decline as a percentage of total personal property due to increases in vehicle values over the more than 10 years that a state-wide cap on disbursements to local governments has been in place. The State revenue is budgeted as "Personal Property Tax Relief Act" (see State revenue section). Budgeted personal property tax revenue is projected to increase.

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

The following graph shows a 4-year trend on the major general property taxes: Real Estate, Public Service Corporation, Personal Property and Machinery & Tools.



**Property Tax Rates  
Adopted Current and Last Five Calendar Years**

<b>Calendar Year</b>	<b>Real Estate (1)</b>	<b>Personal Property (1) (2)</b>	<b>Mobile Home (1)</b>	<b>Boats &gt; 5 Tons (3)</b>
2023	\$ 0.7800	\$ 4.00	\$ 0.7800	\$ 0.00000001
2022	\$ 0.7950	\$ 4.00	\$ 0.7950	\$ 0.00000001
2021	\$ 0.7950	\$ 4.00	\$ 0.7950	\$ 0.00000001
2020	\$ 0.7950	\$ 4.00	\$ 0.7950	\$ 0.00000001
2019	\$ 0.7950	\$ 4.00	\$ 0.7950	\$ 0.00000001
2018	\$ 0.7950	\$ 4.00	\$ 0.7950	\$ 0.00000001

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

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

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

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

## Other Local Taxes

<b>Other Local Taxes</b>	<b>FY2022 <u>Adopted</u></b>	<b>FY2023 <u>Adopted</u></b>	<b><u>\$ Change</u></b>	<b><u>% Change</u></b>
Local Sales Tax	\$ 11,200,000	\$ 13,500,000	\$ 2,300,000	20.5%
Historic Triangle Tax	4,400,000	5,500,000	1,100,000	25.0%
Lodging Tax	1,228,000	1,770,000	542,000	44.1%
Meals Tax	2,957,000	3,957,345	1,000,345	33.8%
Cigarette Tax	650,000	1,700,000	1,050,000	161.5%
Occupational License	6,700,000	7,259,000	559,000	8.3%
Utility Consumption Tax	240,000	230,000	(10,000)	-4.2%
Communications Sales Tax	1,025,000	950,000	(75,000)	-7.3%
Motor Vehicle License	1,736,000	1,650,000	(86,000)	-5.0%
Franchise Tax	300,000	350,000	50,000	16.7%
Recordation Tax/Deeds of Conveyance	1,550,000	2,111,700	561,700	36.2%
Rental Tax	<u>160,000</u>	<u>160,000</u>	-	0.0%
Total	<u>\$ 32,146,000</u>	<u>\$ 39,138,045</u>	<u>\$ 6,992,045</u>	21.8%

The State collects 6% sales tax from retailers and distributes one percent (1%) to the County monthly. In addition, an additional one percent (1%) Historic Triangle sales tax is collected from retailers in the counties of James City and York and the City of Williamsburg. This revenue is expected to increase as consumer confidence begins to rebound as the Country begins to recover from the Pandemic.

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

The transient occupancy tax ("lodging tax") of five percent (5%) is paid for any room rented on a short-term basis. This revenue is generated primarily by hotels and motels within the County and collected monthly. Sixty percent (60%) of the revenue collected is earmarked for tourism activities per State Code. This revenue is expected to increase as people began to travel again as recovery over the Pandemic begins.

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 General Assembly passed a bill allowing Counties in Virginia to impose an up to \$.40 per pack Cigarette tax in the same manner as cities in Virginia have been able to impose. The budget proposes a Cigarette tax of \$.40 per pack. The County implemented a \$.40 per pack Cigarette tax effective November 1, 2021. The amount budgeted is expected to increase since it will be in effect for the entire year.

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 the Treasurer receives payment, the license is issued.

In lieu of the local business license tax levied on corporations furnishing heat, light or power by means of electricity and/or natural gas, Section 58.1-2900 and Section 58.1-2904 of the Code of Virginia impose a tax

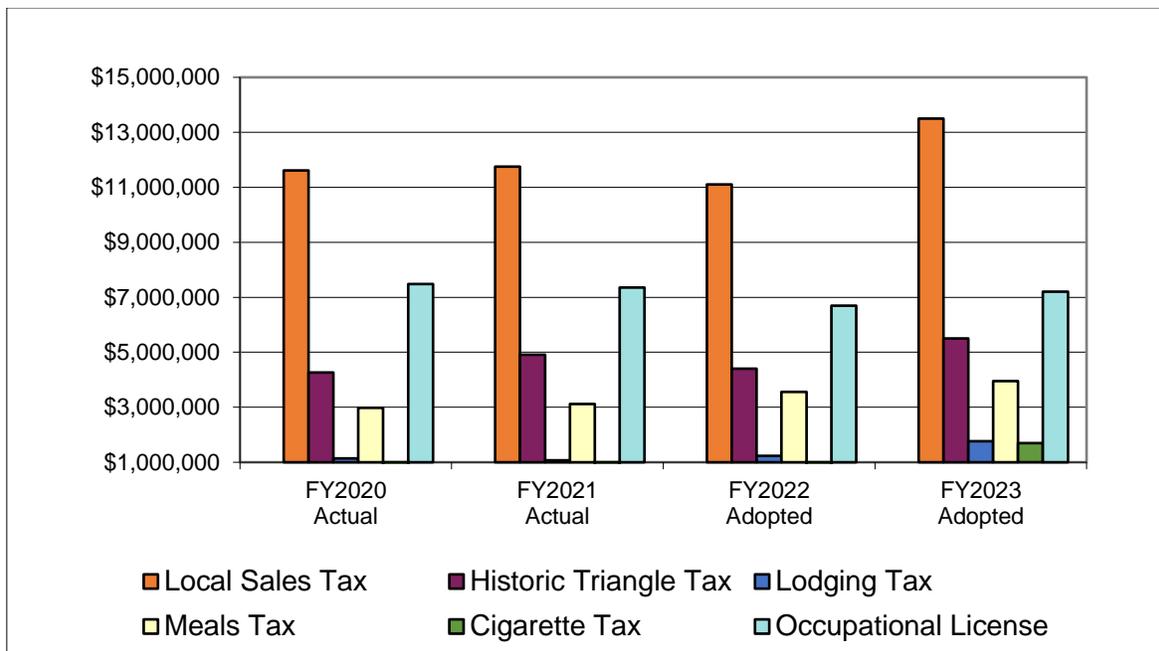
(“Utility Consumption Tax”) on consumers of electricity and natural gas in the state based on kilowatt hours or volume of gas delivered. This tax is collected monthly.

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

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

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

The projections for FY2023 reflect some increases and some decreases in these revenues. This is due to an expected modest economic recovery from the Coronavirus Pandemic. The following graph shows a 4 year trend on the major other local taxes: Sales Tax, Lodging Tax, Meals Tax and Occupational Licenses.



## Other Local Revenue

	<b>FY2022 <u>Adopted</u></b>	<b>FY2023 <u>Adopted</u></b>	<b><u>\$ Change</u></b>	<b><u>% Change</u></b>
<b>Permits, Fees and Regulatory Licenses</b>				
Inspection Fees	\$ 882,000	\$ 939,750	\$ 57,750	6.6%
Permits, Fees & Licenses	<u>179,500</u>	<u>160,400</u>	<u>(19,100)</u>	-10.6%
Total	<u>\$ 1,061,500</u>	<u>\$ 1,100,150</u>	<u>\$ 38,650</u>	3.6%
<b>Fines &amp; Forfeitures</b>				
	<u>\$ 550,000</u>	<u>\$ 467,500</u>	<u>\$ (82,500)</u>	-15.0%
<b>Use of Money &amp; Property</b>				
Use of Money	\$ 120,000	\$ 75,000	\$ (45,000)	-37.5%
Use of Property	<u>350,000</u>	<u>305,000</u>	<u>(45,000)</u>	-12.9%
Total	<u>\$ 470,000</u>	<u>\$ 380,000</u>	<u>\$ (90,000)</u>	-19.1%

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, concealed weapons permits, and fees for zoning, plan review, land transfers, plat and land use. These fees are projected to increase in FY2023 as a result of increased residential development. There are no changes adopted in the fee structure.

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

The County Treasurer uses an aggressive cash management program investing temporarily idle funds in repurchase agreements and other instruments secured or collateralized by government securities. The County receives revenue from the rental of its facilities and equipment, such as the communication towers, as well as the sale of surplus property. A decrease in revenue is expected based on current tower agreements.

	<b>FY2022</b>	<b>FY2023</b>	<b>\$ Change</b>	<b>% Change</b>
	<b><u>Adopted</u></b>	<b><u>Adopted</u></b>		
<b>Charges for Services</b>				
Excess Clerk of Court/Land Records-				
Secure Remote Access	\$ 120,000	\$ 100,000	\$ (20,000)	-16.7%
Commonwealth's Attorney	7,000	7,000	-	0.0%
Law Enforcement	143,000	3,000	(140,000)	-97.9%
Medic Transport Fee Recovery	1,700,000	1,717,000	17,000	1.0%
Mosquito Control	1,000	-	(1,000)	-100.0%
Parks & Recreation	502,000	557,000	55,000	11.0%
Library Fines & Fees	20,000	10,000	(10,000)	-50.0%
Computer Support	3,500	4,000	500	14.3%
Other	14,000	14,000	-	0.0%
Total	<u>\$ 2,510,500</u>	<u>\$ 2,412,000</u>	<u>\$ (98,500)</u>	-3.9%
<b>Fiscal Agent Fees</b>	<u>\$ 292,260</u>	<u>\$ 292,260</u>	<u>\$ -</u>	0.0%
<b>Miscellaneous</b>	<u>\$ 180,000</u>	<u>\$ 204,000</u>	<u>\$ 24,000</u>	13.3%
<b>Recovered Costs</b>				
York-Poquoson Courthouse	\$ 504,700	\$ 392,581	\$ (112,119)	-22.2%
Records Management System	34,000	67,000	33,000	97.1%
Streelight Program	20,000	20,000	-	0.0%
Signage	5,000	5,000	-	0.0%
Hampton 911	10,000	5,619	(4,381)	-43.8%
Poquoson 911	334,575	370,074	35,499	10.6%
Williamsburg 911	592,920	622,566	29,646	5.0%
Poquoson Cooperative Extension	10,550	10,330	(220)	-2.1%
Recovered Cost - Misc	4,000	4,000	-	0.0%
Total	<u>\$ 1,515,745</u>	<u>\$ 1,497,170</u>	<u>\$ (18,575)</u>	-1.2%

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 FY2023 adopted budget reflects medical transport services at a rate of 150% of the 2022 Medicare fee schedule rates. As of January 1, 2022 the rates are as follows:

Basic Life Support	\$595.94
Advanced Life Support	\$707.67
Advanced Life Support Level 2	\$1,024.26
Mileage	\$12.03

The adopted Parks & Recreation fees are as follows:

	Current Rates	Adopted New Rates (Effective: For Programs starting after 8/15/22)
Adult Softball	\$500 per team	\$500 per team
Youth Team Sports	\$55 for the first child; \$50 for each additional child - \$90 non residents	\$60 for the first child; \$55 for each additional child - \$100 non residents
Special Recreation Camp Summer Fun Program	\$275 County resident; \$425 non-residents \$275 County resident; \$425 non-residents	\$275 County resident; \$425 non-residents \$275 County resident; \$425 non-residents
Tennis Leagues	\$5 per match for daytime league \$8 per match for evening league	\$6 per match for daytime league \$9 per match for evening league
Tennis Tournaments	\$25 per Adult Singles Entry \$40 per Adult Doubles Team Entry \$15 per Junior Singles Entry \$25 per Junior Doubles Team Entry	\$30 per Adult Singles Entry \$50 per Adult Doubles Team Entry \$20 per Junior Singles Entry \$30 per Junior Doubles Team Entry
Roller Skating	\$5 per participant per regular session; extended or special sessions charged at rate of \$3 per hour per participant; \$3 additional fee to rent roller blades	\$5 per participant per regular session; extended or special sessions charged at rate of \$3 per hour per participant; \$3 additional fee to rent roller blades
Elementary / Middle School Gymnasium Rental	\$35 for residents per hour; Two (2) hour minimum; \$55 per hour non-residents; Two (2) hour minimum	\$40 for residents per hour; Two (2) hour minimum; \$60 per hour non-residents; Two (2) hour minimum
Athletic Field Lights Use – School sites and parks	\$30 per hour per field; non-residents \$50 per hour	\$35 per hour per field; non-residents \$60 per hour
Safety Town	\$40 resident; \$55 non-residents	\$40 resident; \$55 non-residents
Park Athletic Fields	\$125 per day per field for Tournament, Camps and/or Games; non-residents \$200 per day \$30 per occurrence for field preparation \$35 per hour for athletic field lights; \$55 per hour non-residents	\$140 per day per field for Tournament, Camps and/or Games; non-residents \$200 per day \$50 per occurrence for field preparation -- \$35 per hour for athletic field lights; \$60 per hour non-residents

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, procurement 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, the records Management System, and Cooperative Extension. The court services costs are shared with the City of Poquoson based on a percentage determined by population and a court order. An agreement was approved by the localities and affirmed by the court, reducing the City of Poquoson's share from 19.9% to 15.7%. This change in rate became effective in FY2019 and was due to the rise of York County's population versus Poquoson's over several decades since the initial 1970's agreement. Rather than reflecting the entire amount in one year, the agreement stipulates that the impact be gradually reflected over the next five years by increasing the credit amount until the full credit is provided to the City of Poquoson in FY2022. In addition, the City of Poquoson now pays the county a management fee of 6% of the total costs of the program. The decrease in funding from the City of Poquoson is due to the reduction of major repairs to the courthouse.

The County has a contractual agreement with the City of Poquoson to provide Cooperative Extension services for a fee.

## Revenue from the State

	<b>FY2022</b>	<b>FY2023</b>	<b>\$ Change</b>	<b>% Change</b>
	<b><u>Adopted</u></b>	<b><u>Adopted</u></b>		
Mobile Home	\$ 11,000	\$ 25,000	\$ 14,000	127.3%
Rolling Stock	20,000	20,000	-	0.0%
PPTRA	8,742,000	8,742,000	-	0.0%
Commonwealth's Attorney	601,355	617,515	16,160	2.7%
Commissioner of the Revenue	257,125	269,980	12,855	5.0%
Treasurer	170,900	179,180	8,280	4.8%
Registrar & Electoral Board	101,750	101,750	-	0.0%
Sheriff	2,839,000	3,237,350	398,350	14.0%
Clerk of Court	577,000	554,795	(22,205)	-3.8%
VJCCA	55,000	55,000	-	0.0%
VA Supreme Court Extradition	15,000	15,000	-	0.0%
Library Grant	180,000	180,000	-	0.0%
Court Service Postage	8,000	8,000	-	0.0%
Wireless E-911	350,000	360,000	10,000	2.9%
DCJS Victim/Witness	36,900	36,900	-	0.0%
Total	<b><u>\$ 13,965,030</u></b>	<b><u>\$ 14,402,470</u></b>	<b><u>\$ 437,440</u></b>	<b>3.1%</b>

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

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

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

The County receives revenues for the State's share of expenditures in joint activities. These include the Commonwealth's Attorney, Commissioner of the Revenue, Treasurer, Registrar, Electoral Board, Sheriff and Clerk of Court. The amounts included in FY2023 adopted budget reflect the estimates provided by the Virginia Compensation Board and actions taken by the General Assembly.

The County also receives revenues from the State designated for specific uses, including a pass-through grant from the Virginia Juvenile Community Crime Control Act (VJCCCA) 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 increase. Other grants include but are not limited to, grants from the Department of Health and Department of Criminal Justice Services (DCJS).

## Revenue from the Federal Government

	<b>FY2022</b>	<b>FY2023</b>		
	<b><u>Adopted</u></b>	<b><u>Adopted</u></b>	<b><u>\$ Change</u></b>	<b><u>% Change</u></b>
Payment in Lieu of Taxes	\$ 11,000	\$ 11,000	\$ -	0.0%
DCJS Victim/Witness	110,650	103,270	(7,380)	-6.7%
DCJS Domestic Violence	27,400	27,400	-	0.0%
Social Svcs CAP Reimbursement	180,000	180,000	-	0.0%
Library E-rate	10,000	10,000	-	0.0%
SAFER Grant	312,740	257,870	(54,870)	-17.5%
LEMPG	50,335	50,335	-	0.0%
Housing Assistance Vouchers	120,000	120,000	-	0.0%
Total	<b><u>\$ 822,125</u></b>	<b><u>\$ 759,875</u></b>	<b><u>\$ (62,250)</u></b>	<b><u>-7.6%</u></b>

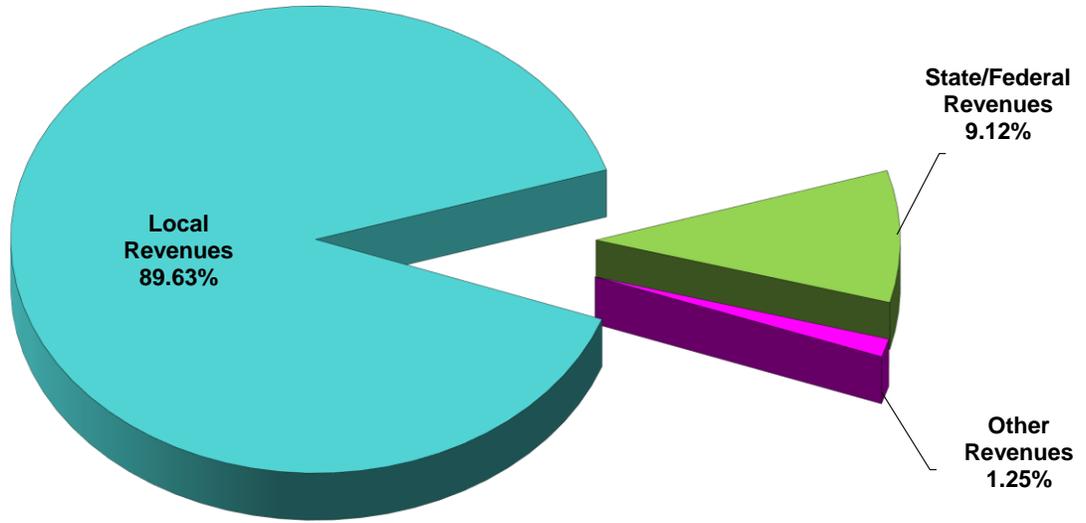
Payment in Lieu of Taxes represents a County-imposed service charge on real estate that is exempt from property taxation. The County also receives federal funding for its Housing Assistance, Victim-Witness and Domestic Violence programs. The County prepares an annual Cost Allocation Plan to recover administrative costs related to services performed for Social Services. The Library E-Rate program is a reimbursement-based program for telecommunications and internet charges. The Local Emergency Management Performance Grant (LEMPG) provides salary support for emergency management personnel. The SAFER Grant which provided for funding of four firefighters in FY2021 will have reduced federal funding each year as the County phases in the costs for the new fire fighters over the next year.

## Other Financing Sources

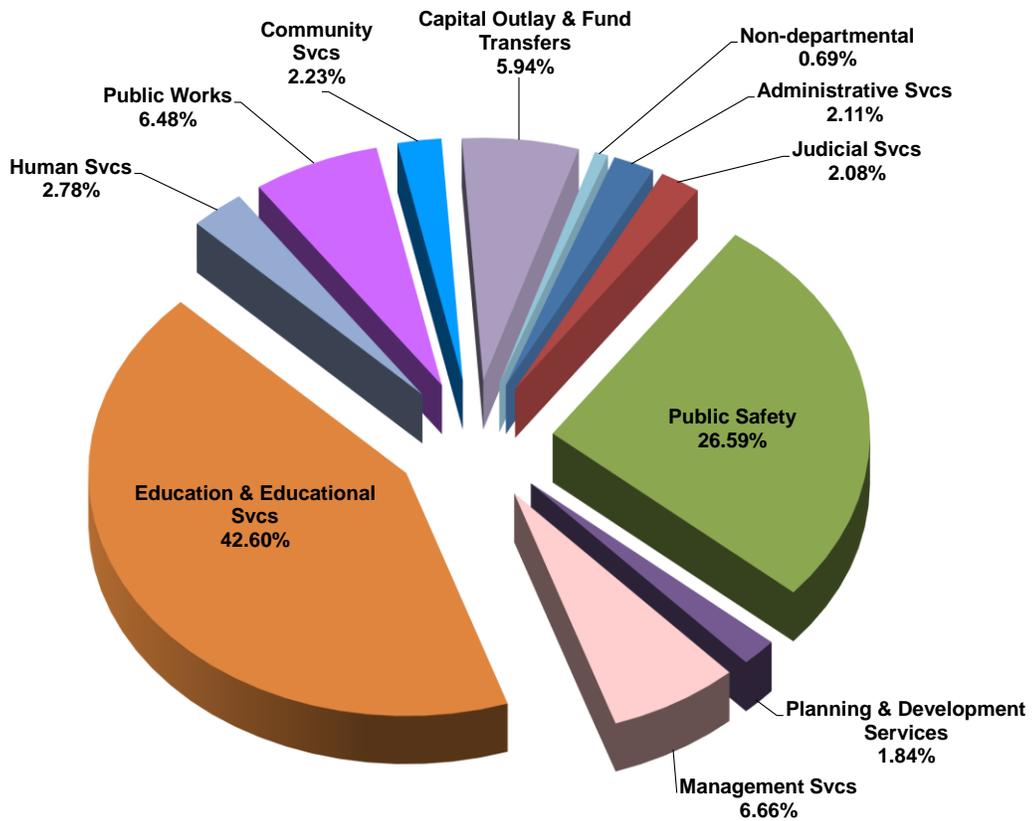
	<b>FY2022</b>	<b>FY2023</b>		
	<b><u>Adopted</u></b>	<b><u>Adopted</u></b>	<b><u>\$ Change</u></b>	<b><u>% Change</u></b>
<b>Transfers from Other Funds</b>				
School Division	\$ 1,886,600	\$ 1,886,600	\$ -	0.0%
CDA Special Revenue Fund	176,240	181,530	5,290	3.0%
Total	<b><u>\$ 2,062,840</u></b>	<b><u>\$ 2,068,130</u></b>	<b><u>\$ 5,290</u></b>	<b><u>0.3%</u></b>

The School Division has contracted with the County to maintain the school grounds and athletic fields, for video services operations, and for a portion of the emergency radio system maintenance contract. The School Division also has an arrangement with the Sheriff's Office for School Resource Officers at each high school and two officers to share at the four middle schools. The transfer from the Marquis Community Development Authority Special Revenue Account is for services provided to the facilities in the project area, per a Memorandum of Understanding.

**GENERAL FUND REVENUES  
FY2023 Adopted - BY SOURCE**



**GENERAL FUND EXPENDITURES  
FY2023 Adopted - BY FUNCTIONAL AREA**



# General Fund

## Expenditure Summary

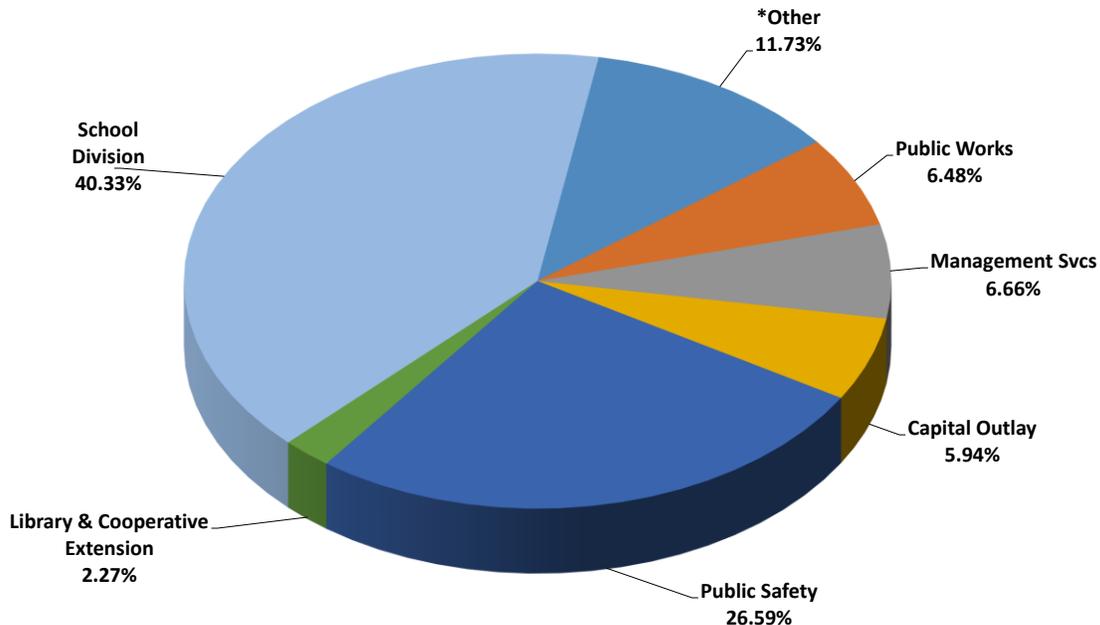
Activity Title	FY2020 Actual Expenditures	FY2021 Actual Expenditures	FY2022 Adopted Budget	FY2023 Adopted Budget	\$ Change	% Change
<b>Administrative Services</b>						
Board of Supervisors	\$ 361,187	\$ 316,277	\$ 361,334	\$ 369,087	\$ 7,753	2.2%
County Administration	653,343	494,105	670,346	791,894	121,548	18.1%
County Attorney	620,622	589,095	651,446	692,962	41,516	6.4%
Public Affairs	742,902	585,025	783,371	869,205	85,834	11.0%
General Registrar's Office	356,221	695,762	552,442	604,690	52,248	9.5%
Electoral Board	127,427	120,672	150,738	168,408	17,670	11.7%
Subtotal	<u>2,861,702</u>	<u>2,800,936</u>	<u>3,169,677</u>	<u>3,496,246</u>	<u>326,569</u>	<u>10.3%</u>
<b>Judicial Services</b>						
Clerk of the Circuit Court	975,887	821,589	997,983	1,122,733	124,750	12.5%
Commonwealth's Attorney	1,207,484	1,108,902	1,315,037	1,478,249	163,212	12.4%
Victim-Witness Assistance Program	241,400	222,758	248,646	252,955	4,309	1.7%
Domestic Violence Program	51,147	46,136	59,066	68,339	9,273	15.7%
Circuit Court	75,581	56,734	123,934	174,391	50,457	40.7%
General District Court	25,480	18,729	30,010	30,210	200	0.7%
Juvenile & Domestic Relations Court	21,272	17,568	22,180	23,580	1,400	6.3%
Colonial Group Home Commission	597,642	494,540	213,450	289,665	76,215	35.7%
Magistrate	25	492	2,000	2,000	-	0.0%
Subtotal	<u>3,195,918</u>	<u>2,787,448</u>	<u>3,012,306</u>	<u>3,442,122</u>	<u>429,816</u>	<u>14.3%</u>
<b>Public Safety</b>						
Sheriff - General Operations	2,433,923	2,569,902	2,600,386	3,025,246	424,860	16.3%
Sheriff - Law Enforcement	5,564,721	5,212,832	6,303,625	7,304,316	1,000,691	15.9%
Sheriff - Investigations	1,677,455	1,480,575	1,662,586	1,725,380	62,794	3.8%
Sheriff - Civil Operations/Court Security	1,533,945	1,327,169	1,563,316	1,568,635	5,319	0.3%
Sheriff - Community Services	1,262,258	1,190,328	1,360,836	1,777,499	416,663	30.6%
Fire & Life Safety - Administration	687,355	589,201	674,734	752,337	77,603	11.5%
Fire & Life Safety - Fire & Rescue Operati	9,985,642	8,526,409	14,102,687	16,197,514	2,094,827	14.9%
Fire & Life Safety - Tech Services & Spec	524,793	455,638	589,897	379,712	(210,185)	-35.6%
Fire & Life Safety - Prevention & Commur	376,273	355,370	447,257	392,762	(54,495)	-12.2%
Fire & Life Safety - Support Services	534,624	588,289	691,413	660,916	(30,497)	-4.4%
Fire & Life Safety - Animal Services	502,680	477,282	507,143	560,764	53,621	10.6%
Fire & Life Safety - Emergency Managem	254,625	251,643	276,485	343,053	66,568	24.1%
Emergency Communications	4,293,371	4,116,266	4,690,198	5,007,244	317,046	6.8%
Radio Maintenance	1,361,331	852,432	1,348,354	1,256,582	(91,772)	-6.8%
Security Services	-	47,556	195,000	204,000	9,000	4.6%
Adult Corrections	2,472,338	2,382,369	2,412,580	2,677,379	264,799	11.0%
Juvenile Corrections	249,442	275,736	241,780	259,500	17,720	7.3%
Subtotal	<u>33,714,776</u>	<u>30,698,997</u>	<u>39,668,277</u>	<u>44,092,839</u>	<u>4,424,562</u>	<u>11.2%</u>
<b>Planning &amp; Development Services</b>						
Administration	7,802	281,262	333,105	433,869	100,764	30.3%
Building Safety	1,140,967	954,059	1,240,005	1,318,787	78,782	6.4%
Board of Zoning / Subdivision Appeals	1,505	1,693	7,525	6,025	(1,500)	-19.9%
Development Services	891,855	698,546	855,202	894,885	39,683	4.6%
Planning	478,038	303,850	353,115	370,327	17,212	4.9%
Planning Commission	14,048	17,713	30,841	30,841	-	0.0%
Subtotal	<u>2,534,215</u>	<u>2,257,123</u>	<u>2,819,793</u>	<u>3,054,734</u>	<u>234,941</u>	<u>8.3%</u>
<b>Management Services</b>						
Finance Administration	318,244	293,285	348,597	359,085	10,488	3.0%
Accounting & Financial Reporting	391,820	360,988	421,769	540,165	118,396	28.1%
Budget	248,573	155,096	280,941	298,640	17,699	6.3%
Fiscal Accounting Services	738,678	784,276	756,385	850,022	93,637	12.4%
Central Purchasing	444,587	394,045	462,070	526,027	63,957	13.8%
Central Insurance	140,825	675,033	194,409	294,258	99,849	51.4%
Information Technology	2,368,697	2,232,998	2,591,093	2,814,006	222,913	8.6%
Human Resources	846,688	704,942	965,055	996,935	31,880	3.3%
Commissioner of the Revenue	1,316,499	1,133,297	1,407,418	1,615,052	207,634	14.8%
Treasurer	973,007	759,093	1,030,548	1,123,811	93,263	9.1%
Real Estate Assessment	702,798	635,650	808,753	886,093	77,340	9.6%
Economic Development	139,910	134,360	106,635	203,129	96,494	90.5%
Office of Economic Development	470,262	439,752	525,947	543,187	17,240	3.3%
Subtotal	<u>9,100,588</u>	<u>8,702,815</u>	<u>9,899,620</u>	<u>11,050,410</u>	<u>1,150,790</u>	<u>11.6%</u>

# General Fund

## Expenditure Summary

Activity Title	FY2020 Actual Expenditures	FY2021 Actual Expenditures	FY2022 Adopted Budget	FY2023 Adopted Budget	\$ Change	% Change
<b>Education &amp; Educational Services</b>						
School Ops & Capital/Debt Svc - Local	62,473,073	62,743,260	65,089,924	<b>66,879,262</b>	1,789,338	2.8%
Library Services	3,187,097	2,927,016	3,497,215	<b>3,697,835</b>	200,620	5.7%
Cooperative Extension	37,473	51,092	68,295	<b>68,383</b>	88	0.1%
Subtotal	<u>65,697,643</u>	<u>65,721,368</u>	<u>68,655,434</u>	<u><b>70,645,480</b></u>	<u>1,990,046</u>	2.9%
<b>Human Services</b>						
Social Services - Local Share	2,059,417	2,262,913	2,378,095	<b>2,512,980</b>	134,885	5.7%
Payments to Outside Entities	1,522,158	1,554,104	1,570,875	<b>2,092,875</b>	522,000	33.2%
Subtotal	<u>3,581,575</u>	<u>3,817,017</u>	<u>3,948,970</u>	<u><b>4,605,855</b></u>	<u>656,885</u>	16.6%
<b>Public Works</b>						
Administration	174,982	198,724	214,266	<b>254,127</b>	39,861	18.6%
Engineering & Facility Maintenance	3,198,399	3,078,170	3,652,006	<b>3,987,504</b>	335,498	9.2%
Grounds Maintenance & Construction	3,246,319	3,107,468	3,800,520	<b>4,107,017</b>	306,497	8.1%
Stormwater Operations	1,119,346	914,345	1,143,072	<b>1,299,564</b>	156,492	13.7%
Mosquito Control	894,670	803,719	1,032,670	<b>1,097,392</b>	64,722	6.3%
Subtotal	<u>8,633,716</u>	<u>8,102,426</u>	<u>9,842,534</u>	<u><b>10,745,604</b></u>	<u>903,070</u>	9.2%
<b>Community Services</b>						
Administration	327,943	291,462	428,729	<b>408,236</b>	(20,493)	-4.8%
Housing	615,267	1,792,386	678,577	<b>778,014</b>	99,437	14.7%
Parks & Recreation	1,986,757	1,622,644	2,412,318	<b>2,516,430</b>	104,112	4.3%
Subtotal	<u>2,929,967</u>	<u>3,706,492</u>	<u>3,519,624</u>	<u><b>3,702,680</b></u>	<u>183,056</u>	5.2%
<b>Capital Outlay &amp; Fund Transfers</b>						
Capital Outlay & Fund Transfers	15,472,396	12,461,142	7,183,870	<b>9,853,508</b>	2,669,638	37.2%
Subtotal	<u>15,472,396</u>	<u>12,461,142</u>	<u>7,183,870</u>	<u><b>9,853,508</b></u>	<u>2,669,638</u>	37.2%
<b>Non-Departmental</b>						
Contributions	415,608	303,079	455,765	<b>395,960</b>	(59,805)	-13.1%
Non-Departmental Employee Benefits	1,032,537	1,003,012	(375,870)	<b>536,162</b>	912,032	100.0%
Appropriated Reserves	-	86,317	200,000	<b>200,000</b>	-	0.0%
Emergencies and Disasters	3,000,036	15,939,877	-	<b>-</b>	-	0.0%
Subtotal	<u>4,448,181</u>	<u>17,332,285</u>	<u>279,895</u>	<u><b>1,132,122</b></u>	<u>852,227</u>	304.5%
Totals	<u>\$ 152,170,677</u>	<u>\$ 158,388,049</u>	<u>\$ 152,000,000</u>	<u><b>\$ 165,821,600</b></u>	<u>\$ 13,821,600</u>	9.1%

### Use of General Fund Expenditures Fiscal Year 2023 Adopted

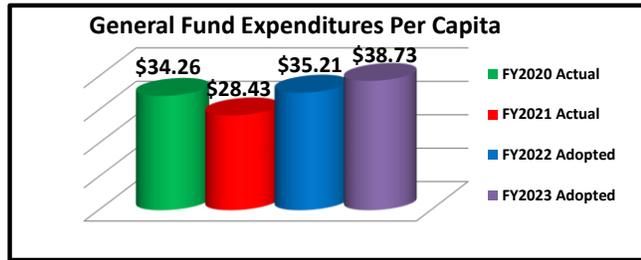


\* Other = Admin Svcs, Judicial Svcs, Planning & Development Svcs, Community Svcs, Human Svcs, & Non-departmental

# Administrative & Legal Services



This Office is responsible for the overall governing, communications, and legal activities of the County.



## Department Overview

### Board of Supervisors

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

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



### County Administration

- Oversees and directs the daily administrative operations of the County.
- Develops an annual budget.
- Provides administrative and legislative support services to the Board of Supervisors.
- The Deputy County Administrator provides oversight for the departments/divisions of Economic and Tourism Development, Human Resources, Planning and Development Services, Public Works, Public Affairs, and Real Estate Assessment.
- The Assistant Deputy County Administrator provides oversight for the departments of Community Services, Social Services, and Library.
- Establishes and maintains a County-wide performance measurement, evaluation and reporting system.
- Represents the County's interests in regional partnerships and initiatives.

### County Attorney

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

### Public Affairs

- Public Affairs provides live cablecasts and streaming of the Board of Supervisors, Planning Commission, and School Board meetings. These are aired via 3 cable channels, the websites, and on demand access across various County and School social and video platforms. The meetings are available along with locally produced programs and regional videos of interest to our citizens.



## Public Affairs

- Social Media:** @yorkcountyyva, 11,500+ Likes, 3,248 Photos Posted, 273 Videos Posted.
- Websites:** York County Virginia (www.yorkcounty.gov), Visit Yorktown Virginia (www.visitYorktown.org), York County Virginia (www.yorkcounty.com).
- CITIZEN NEWS:** Over 1,400 Households Reached Each Week. Both Published Online and Published Quarterly (February, May, August & November).
- WYGG YCSD tv:** 150 programs in 2021 about our community. Plus 53 Meeting Broadcasts. Find us on Youtube /YorkCountyVirginiaUS.

**York County  
Departmental Budget Documents**

**Board of Supervisors**

<b>Budgetary Costs</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Personnel	\$ 189,795	\$ 126,345	\$ 153,520	\$ 165,757
Contractual Services	108,099	126,045	123,545	122,195
Internal Services	16,466	19,148	15,619	11,635
Other Charges	45,126	42,358	66,350	66,600
Materials & Supplies	1,701	2,381	2,300	2,900
Total Budgetary Costs	<u>\$ 361,187</u>	<u>\$ 316,277</u>	<u>\$ 361,334</u>	<u>\$ 369,087</u>

<b>Funding Sources</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Local	\$ 361,187	\$ 316,277	\$ 361,334	\$ 369,087
Total Revenues	<u>\$ 361,187</u>	<u>\$ 316,277</u>	<u>\$ 361,334</u>	<u>\$ 369,087</u>

<b>Staffing Summary</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Full-Time Equivalents (FTE's)	1.00	1.00	1.00	1.00
Total Staffing	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>

**Major Budget Variances**

- Funding for personnel reflects a 5.0% market adjustment and a fiscal year flat rate adjustment of \$1,500 per eligible full time equivalent employee, as well as an increase in Health & Dental costs.

**York County  
Departmental Budget Documents**

**County Administration**

<b>Budgetary Costs</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Personnel	\$ 586,881	\$ 440,518	\$ 589,958	\$ 706,731
Contractual Services	4,236	455	3,305	3,305
Internal Services	32,382	36,654	38,383	37,908
Other Charges	24,463	11,657	32,250	37,250
Materials & Supplies	5,381	4,821	6,450	6,700
Total Budgetary Costs	<u>\$ 653,343</u>	<u>\$ 494,105</u>	<u>\$ 670,346</u>	<u>\$ 791,894</u>

<b>Funding Sources</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Local	\$ 653,343	\$ 494,105	\$ 670,346	\$ 791,894
Total Revenues	<u>\$ 653,343</u>	<u>\$ 494,105</u>	<u>\$ 670,346</u>	<u>\$ 791,894</u>

<b>Staffing Summary</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Full-Time Equivalents (FTE's)	5.55	5.55	4.55	4.55
Total Staffing	<u>5.55</u>	<u>5.55</u>	<u>4.55</u>	<u>4.55</u>

**Major Budget Variances**

- Funding for personnel reflects a 5.0% market adjustment and a fiscal year flat rate adjustment of \$1,500 per eligible full time equivalent employee, as well as an increase in Health & Dental costs.

**York County  
Departmental Budget Documents**

**County Attorney**

<b>Budgetary Costs</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Personnel	\$ 594,507	\$ 543,904	\$ 618,411	\$ <b>653,400</b>
Contractual Services	3,939	19,409	5,475	<b>10,755</b>
Internal Services	7,318	8,630	8,530	<b>7,957</b>
Other Charges	4,260	6,038	7,765	<b>8,245</b>
Materials & Supplies	10,598	11,114	11,265	<b>12,605</b>
Total Budgetary Costs	<u>\$ 620,622</u>	<u>\$ 589,095</u>	<u>\$ 651,446</u>	<u>\$ <b>692,962</b></u>

<b>Funding Sources</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Local	\$ 620,622	\$ 589,095	\$ 651,446	\$ <b>692,962</b>
Total Revenues	<u>\$ 620,622</u>	<u>\$ 589,095</u>	<u>\$ 651,446</u>	<u>\$ <b>692,962</b></u>

<b>Staffing Summary</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Full-Time Equivalents (FTE's)	4.00	4.00	4.00	<b>4.00</b>
Total Staffing	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>	<u><b>4.00</b></u>

**Major Budget Variances**

- Funding for personnel reflects a 5.0% market adjustment and a fiscal year flat rate adjustment of \$1,500 per eligible full time equivalent employee, as well as an increase in Health & Dental costs.
- An increase in Contractual Services is due to the annual user license and support fee for the Legal Files Case Management Software, new in FY2022.

**York County  
Departmental Budget Documents**

**Public Affairs**

<b>Budgetary Costs</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Personnel	\$ 614,511	\$ 512,489	\$ 675,020	\$ 771,573
Contractual Services	51,693	21,490	38,705	34,485
Internal Services	46,734	46,919	47,746	41,572
Other Charges	23,287	3,658	18,375	17,775
Materials & Supplies	5,009	469	3,525	3,800
Total Budgetary Costs	<u>\$ 742,902</u>	<u>\$ 585,025</u>	<u>\$ 783,371</u>	<u>\$ 869,205</u>

<b>Funding Sources</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Local	\$ 535,801	\$ 387,025	\$ 741,371	\$ 827,205
Transfers from Other Funds	207,101	198,000	42,000	42,000
Total Revenues	<u>\$ 742,902</u>	<u>\$ 585,025</u>	<u>\$ 783,371</u>	<u>\$ 869,205</u>

<b>Staffing Summary</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Full-Time Equivalents (FTE's)	7.50	6.50	7.50	8.00
Total Staffing	<u>7.50</u>	<u>6.50</u>	<u>7.50</u>	<u>8.00</u>

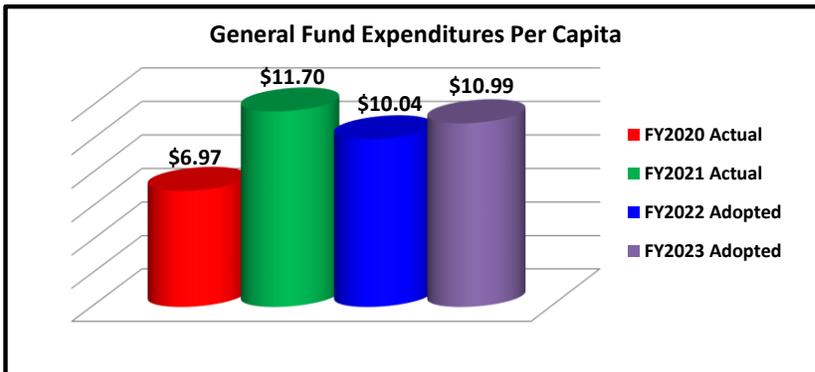
**Major Budget Variances**

- Funding for personnel reflects a 5.0% market adjustment and a fiscal year flat rate adjustment of \$1,500 per eligible full time equivalent employee, as well as an increase in Health & Dental costs.
- Personnel includes a reclassification of 0.5 FTE Graphic Design Specialist to 1.0 FTE.
- The departments of Public Affairs and Video Services will merge effective July 1, 2022. These budgets have been combined for all years presented.

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# Election Services

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



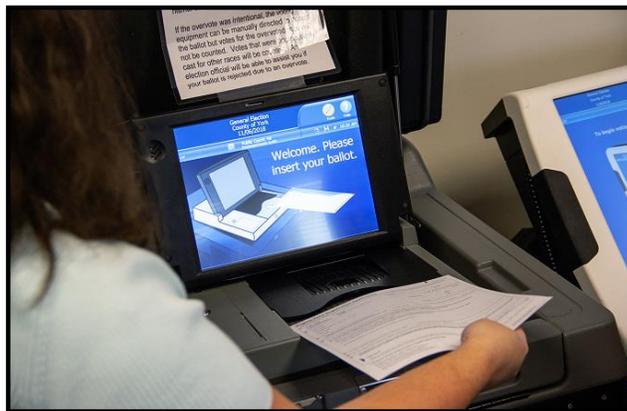
## Department Overview

### General Registrar's Office

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

### Electoral Board

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



**York County  
Departmental Budget Documents**

**General Registrar's Office**

<b>Budgetary Costs</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Personnel	\$ 257,792	\$ 351,523	\$ 357,606	\$ 428,715
Contractual Services	14,859	23,702	18,600	14,400
Internal Services	9,842	14,443	24,281	29,400
Other Charges	6,334	28,385	41,605	20,325
Materials & Supplies	3,906	3,265	3,850	4,350
Leases & Rentals	62,968	106,709	106,500	107,500
Capital Outlay	-	99,700	-	-
Grants, Donations, & Insurance Recovery	520	68,035	-	-
Total Budgetary Costs	<u>\$ 356,221</u>	<u>\$ 695,762</u>	<u>\$ 552,442</u>	<u>\$ 604,690</u>

<b>Funding Sources</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Local	\$ 313,866	\$ 654,813	\$ 449,692	\$ 511,640
State Shared Expenses	42,355	40,949	92,750	92,750
Total Revenues	<u>\$ 356,221</u>	<u>\$ 695,762</u>	<u>\$ 542,442</u>	<u>\$ 604,390</u>

<b>Staffing Summary</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Full-Time Equivalents (FTE's)	3.50	3.50	3.50	3.50
Total Staffing	<u>3.50</u>	<u>3.50</u>	<u>3.50</u>	<u>3.50</u>

**Major Budget Variances**

- Funding for personnel reflects a 5.0% market adjustment and a fiscal year flat rate adjustment of \$1,500 per eligible full time equivalent employee, as well as an increase in Health & Dental costs.

- A decrease in Other Charges is due to a decrease in personnel development costs.

**York County  
Departmental Budget Documents**

**Electoral Board**

<b>Budgetary Costs</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Personnel	\$ 17,232	\$ 18,865	\$ 22,678	\$ 12,508
Contractual Services	97,283	89,600	118,300	146,390
Other Charges	2,714	998	5,910	5,660
Materials & Supplies	10,198	11,209	3,850	3,850
Total Budgetary Costs	<u>\$ 127,427</u>	<u>\$ 120,672</u>	<u>\$ 150,738</u>	<u>\$ 168,408</u>

<b>Funding Sources</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Local	\$ 85,222	\$ 106,858	\$ 141,738	\$ 159,408
State Shared Expenses	9,347	8,967	9,000	9,000
State Aid & Grants	32,858	4,847	-	-
Total Revenues	<u>\$ 127,427</u>	<u>\$ 120,672</u>	<u>\$ 150,738</u>	<u>\$ 168,408</u>

**Major Budget Variances**

- A decrease in Personnel and increase in Contractual Services is due to a reallocation of funds from Work As Required to the Office of Elections.

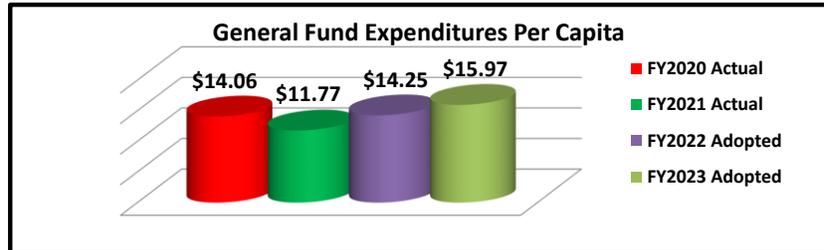
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# Clerk of the Circuit Court



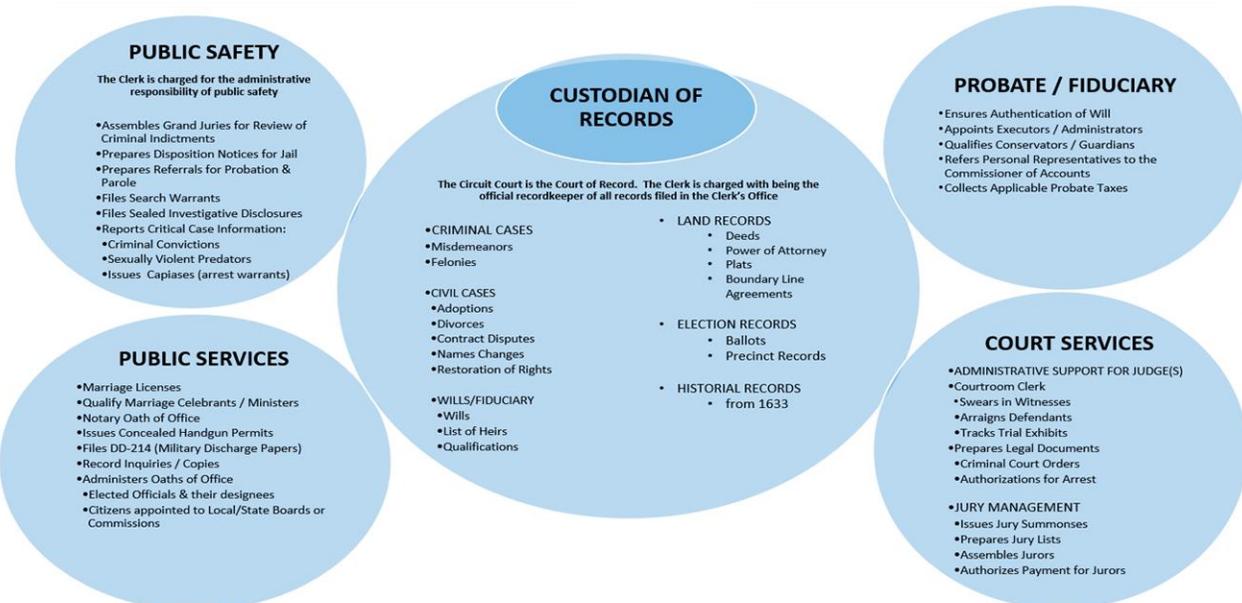
*The Clerk of the Circuit Court is an elected official and is the custodian of all permanent records for the residents of York County and the City of Poquoson.*

## Department Overview



### Clerk of the Circuit Court

- **CUSTODIAN OF RECORDS:** The Circuit Court is the Court of Record. Wherein the Clerk is charged with being the Custodian of Records for all records filed in the Circuit Court Clerk's Office. Records that can be found in the Circuit Court Clerk's Office are as follows: Land Records consisting of deeds, deeds of trust, plats, boundary line adjustments; Election Records, Felony and Misdemeanor Criminal Cases; Civil Cases, including but not limited to, adoptions, divorces, contract disputes, name changes, and restoration of rights. As the custodian of these records, the Clerk has the responsibility to maintain and preserve these records that date back to 1633.
- **PUBLIC SAFETY:** The Clerk's role in public safety requires the administration of justice by the assurance of due process including but not limited to docket management related to speedy trial, collection of fines and costs, reporting case information to a variety of governmental agencies related to criminal convictions, commitments of sexually violent predators, terms of incarceration of criminal defendants, issuing warrants of arrest, and preparing criminal court orders and other legal documents such as referrals to probation.
- **PUBLIC SERVICES:** The Clerk provides a variety of public services such as the recordation of land records consisting of deeds, deeds of trust, power of attorney, certificates of satisfaction, judgments and judgment releases; issuance of Marriage Licenses, Concealed Handgun Permits, and filing of Military Discharge papers (DD-214). The Clerk is also responsible for qualifying and administering a variety of Oaths of Office, such as Marriage Celebrants and/or Ministers, Notary Public appointments, Elected Officials and/or their designees, and locally appointed positions.
- **PROBATE/FIDUCIARY:** The Clerk ensures the authentication of the will, conducts a legal hearing with witnesses, makes a legal appointment of an executor or administrator of a decedent's estate and prepares legal documents and orders related to the handling of the estate. The Clerk collects the applicable estate taxes for the Commonwealth. The Clerk is also responsible for the appointment and qualification of guardians and/or conservators for minors or incapacitated adults.
- **COURT SERVICES:** The Clerk provides direct administrative support to the judges in court proceedings. The Clerk prepares many legal documents for the court such as criminal court orders that memorializes the outcome of a criminal court case, summonses and legal service of process, authorizations for arrest and other judicial directives. The Clerk is responsible for maintaining all court files and ensuring proper recordkeeping of the legal documents in the court files.



**York County  
Departmental Budget Documents**

**Clerk of the Circuit Court**

<b>Budgetary Costs</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Personnel	\$ 882,339	\$ 756,948	\$ 948,854	\$ 1,075,560
Contractual Services	9,711	6,371	20,940	20,940
Internal Services	7,839	7,376	7,289	5,333
Other Charges	8,500	7,828	11,950	11,950
Materials & Supplies	5,422	4,124	8,950	8,950
Capital Outlay	50,033	38,942	-	-
Grants, Donations, & Insurance Recovery	12,043	-	-	-
Total Budgetary Costs	<u>\$ 975,887</u>	<u>\$ 821,589</u>	<u>\$ 997,983</u>	<u>\$ 1,122,733</u>

<b>Funding Sources</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Local	\$ 63,254	\$ 160,513	\$ 286,983	\$ 395,438
State Shared Expenses	545,854	541,718	577,000	554,795
State Aid & Grants	13,856	8,288	8,000	8,000
Permits, Fees, Regulatory Licenses	2,120	2,568	4,000	2,500
Charges for Services	20,803	108,502	122,000	102,000
Miscellaneous	330,000	100,000	-	60,000
Total Revenues	<u>\$ 975,887</u>	<u>\$ 821,589</u>	<u>\$ 997,983</u>	<u>\$ 1,122,733</u>

<b>Staffing Summary</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Full-Time Equivalents (FTE's)	14.00	14.00	14.00	15.00
Total Staffing	<u>14.00</u>	<u>14.00</u>	<u>14.00</u>	<u>15.00</u>

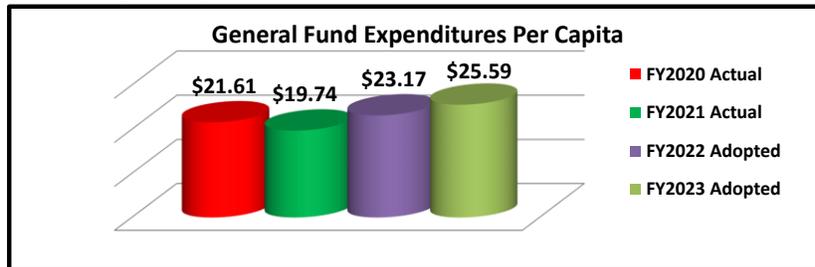
**Major Budget Variances**

- Funding for personnel reflects a 5.0% market adjustment and a fiscal year flat rate adjustment of \$1,500 per eligible full time equivalent employee, as well as an increase in Health & Dental costs.
- Personnel includes an addition of 1.0 FTE Deputy Clerk II.

# Commonwealth's Attorney



*The Commonwealth's Attorney is the elected official responsible for prosecuting all felonies, misdemeanor appeals, and certain misdemeanors and criminal forfeiture cases originating in York County and the City of Poquoson.*



## Department Overview

### Commonwealth's Attorney

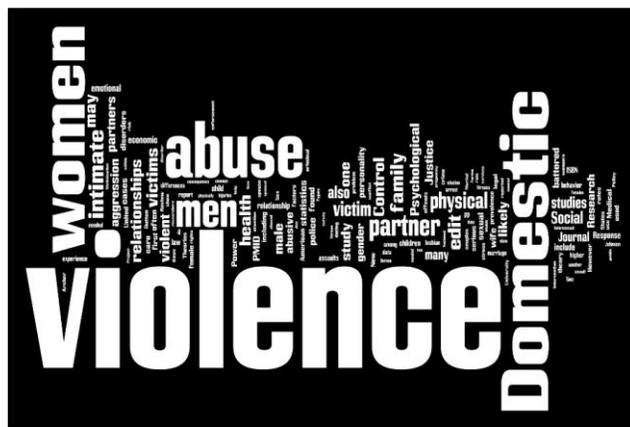
- Prosecutes criminal cases vigorously, successfully, and efficiently to protect the citizens of York County and the City of Poquoson.
- Ensures that all crime victims be treated with sensitivity and professionalism by the criminal justice system.
- Provides effective assistance and guidance to law enforcement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

### Victim-Witness Assistance Program

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

### Domestic Violence Program

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



**York County  
Departmental Budget Documents**

**Commonwealth's Attorney**

<b>Budgetary Costs</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Personnel	\$ 1,140,562	\$ 1,039,052	\$ 1,236,663	\$ 1,399,799
Contractual Services	18,458	19,247	19,195	19,762
Internal Services	29,274	30,032	31,759	28,602
Other Charges	9,403	7,087	18,510	20,900
Materials & Supplies	9,387	11,620	8,910	9,186
Capital Outlay	400	1,864	-	-
Total Budgetary Costs	<u>\$ 1,207,484</u>	<u>\$ 1,108,902</u>	<u>\$ 1,315,037</u>	<u>\$ 1,478,249</u>

<b>Funding Sources</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Local	\$ 634,390	\$ 536,151	\$ 706,682	\$ 853,734
State Shared Expenses	565,328	565,874	601,355	617,515
Charges for Services	7,766	6,877	7,000	7,000
Total Revenues	<u>\$ 1,207,484</u>	<u>\$ 1,108,902</u>	<u>\$ 1,315,037</u>	<u>\$ 1,478,249</u>

<b>Staffing Summary</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Full-Time Equivalents (FTE's)	12.75	12.75	12.75	14.00
Total Staffing	<u>12.75</u>	<u>12.75</u>	<u>12.75</u>	<u>14.00</u>

**Major Budget Variances**

- Funding for personnel reflects a 5.0% market adjustment and a fiscal year flat rate adjustment of \$1,500 per eligible full time equivalent employee, as well as an increase in Health & Dental costs.

- An increase in personnel reflects an addition of 1.0 FTE Paralegal and 0.25 FTE Administrative Assistant, previously grant funded.

**York County  
Departmental Budget Documents**

**Victim-Witness Assistance Program**

<b>Budgetary Costs</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Personnel	\$ 216,143	\$ 201,908	\$ 216,220	\$ 225,375
Contractual Services	2,740	1,868	4,889	7,089
Internal Services	8,691	8,630	8,010	7,957
Other Charges	9,779	6,638	15,327	8,334
Materials & Supplies	4,047	3,714	4,200	4,200
Total Budgetary Costs	<u>\$ 241,400</u>	<u>\$ 222,758</u>	<u>\$ 248,646</u>	<u>\$ 252,955</u>

<b>Funding Sources</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Local	\$ 96,907	\$ 85,420	\$ 101,096	\$ 112,785
State Aid & Grants	36,124	34,335	36,900	36,900
Federal Aid & Grants	108,369	103,003	110,650	103,270
Total Revenues	<u>\$ 241,400</u>	<u>\$ 222,758</u>	<u>\$ 248,646</u>	<u>\$ 252,955</u>

<b>Staffing Summary</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Full-Time Equivalents (FTE's)	3.00	3.00	3.00	3.00
Total Staffing	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>

**Major Budget Variances**

- Funding for personnel reflects a 5.0% market adjustment and a fiscal year flat rate adjustment of \$1,500 per eligible full time equivalent employee, as well as an increase in Health & Dental costs.
- Other Charges decreased due to a reduction in personnel development costs.

**York County  
Departmental Budget Documents**

**Domestic Violence Program**

<b>Budgetary Costs</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Personnel	\$ 49,534	\$ 44,175	\$ 53,184	\$ <b>62,250</b>
Contractual Services	783	1,055	1,135	<b>1,130</b>
Internal Services	-	-	2,083	<b>1,939</b>
Other Charges	660	640	2,080	<b>2,330</b>
Materials & Supplies	170	266	584	<b>690</b>
Total Budgetary Costs	<u>\$ 51,147</u>	<u>\$ 46,136</u>	<u>\$ 59,066</u>	<u>\$ <b>68,339</b></u>

<b>Funding Sources</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Local	\$ 23,218	\$ 18,770	\$ 31,666	\$ <b>40,939</b>
Federal Aid & Grants	27,929	27,366	27,400	<b>27,400</b>
Total Revenues	<u>\$ 51,147</u>	<u>\$ 46,136</u>	<u>\$ 59,066</u>	<u>\$ <b>68,339</b></u>

<b>Staffing Summary</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Full-Time Equivalents (FTE's)	0.75	0.75	0.75	<b>0.75</b>
Total Staffing	<u>0.75</u>	<u>0.75</u>	<u>0.75</u>	<u><b>0.75</b></u>

**Major Budget Variances**

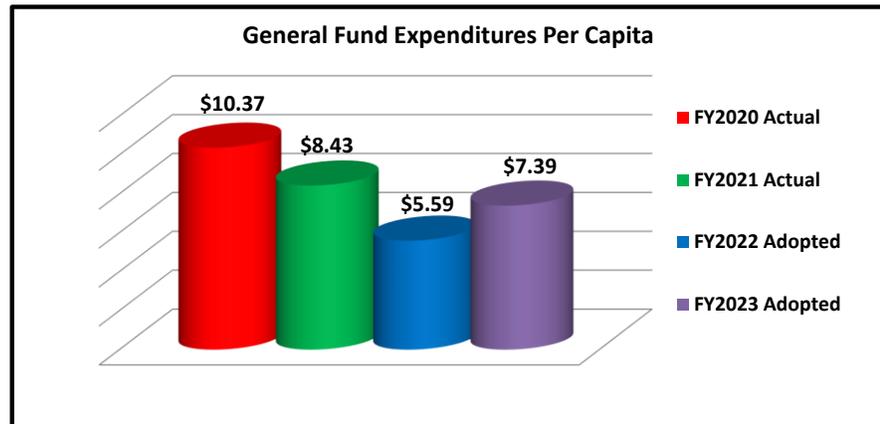
• Funding for personnel reflects a 5.0% market adjustment and a fiscal year flat rate adjustment of \$1,500 per eligible full time equivalent employee, as well as an increase in Health & Dental costs.

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# Other Court - Related Judicial Services

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



## Department Overview

### **Circuit Court**

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

### **General District Court**

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

### **Juvenile & Domestic Relations District Court**

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

### **Colonial Group Home Commission**

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

### **Magistrate**

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



**York County  
Departmental Budget Documents**

**Circuit Court**

<b>Budgetary Costs</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Personnel	\$ 64,677	\$ 49,639	\$ 113,299	\$ 164,782
Contractual Services	90	87	800	800
Internal Services	3,659	4,215	4,165	1,939
Other Charges	1,145	666	2,070	2,770
Materials & Supplies	1,908	2,127	3,600	4,100
Capital Outlay	4,102	-	-	-
Total Budgetary Costs	<u>\$ 75,581</u>	<u>\$ 56,734</u>	<u>\$ 123,934</u>	<u>\$ 174,391</u>

<b>Funding Sources</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Local	\$ (638,414)	\$ (612,709)	\$ (715,766)	\$ (478,190)
Fines & Forfeitures	265,065	190,502	335,000	260,000
Recovered Costs	448,930	478,941	504,700	392,581
Total Revenues	<u>\$ 75,581</u>	<u>\$ 56,734</u>	<u>\$ 123,934</u>	<u>\$ 174,391</u>

<b>Staffing Summary</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Full-Time Equivalents (FTE's)	1.50	1.50	1.50	2.00
Total Staffing	<u>1.50</u>	<u>1.50</u>	<u>1.50</u>	<u>2.00</u>

**Major Budget Variances**

- Funding for personnel reflects a 5.0% market adjustment and a fiscal year flat rate adjustment of \$1,500 per eligible full time equivalent employee, as well as an increase in Health & Dental costs.
- Personnel includes a reclassification of 0.5 FTE Senior Legal Assistant to 1.0 FTE, for the establishment of a drug court.

**York County  
Departmental Budget Documents**

**General District Court**

<b>Budgetary Costs</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Contractual Services	\$ 12,860	\$ 8,234	\$ 18,060	\$ <b>18,160</b>
Internal Services	-	200	200	<b>200</b>
Other Charges	8,745	5,394	8,200	<b>8,000</b>
Materials & Supplies	3,875	4,901	3,550	<b>3,850</b>
Total Budgetary Costs	<b>\$ 25,480</b>	<b>\$ 18,729</b>	<b>\$ 30,010</b>	<b>\$ 30,210</b>

<b>Funding Sources</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Local	\$ 19,890	\$ 12,837	\$ 23,010	\$ <b>23,210</b>
Charges for Services	5,590	5,892	7,000	<b>7,000</b>
Total Revenues	<b>\$ 25,480</b>	<b>\$ 18,729</b>	<b>\$ 30,010</b>	<b>\$ 30,210</b>

**Major Budget Variances**

- There are no significant changes programmed for FY2023.

**York County**  
**Departmental Budget Documents**

**Juvenile & Domestic Relations Court**

<b>Budgetary Costs</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Contractual Services	\$ 3,627	\$ 3,642	\$ 4,680	\$ 4,680
Internal Services	124	500	400	500
Other Charges	8,942	8,867	11,200	11,600
Materials & Supplies	3,934	3,911	5,900	5,600
Capital Outlay	4,645	648	-	1,200
Total Budgetary Costs	<u>\$ 21,272</u>	<u>\$ 17,568</u>	<u>\$ 22,180</u>	<u>\$ 23,580</u>

<b>Funding Sources</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Local	\$ 21,272	\$ 17,568	\$ 22,180	\$ 23,580
Total Revenues	<u>\$ 21,272</u>	<u>\$ 17,568</u>	<u>\$ 22,180</u>	<u>\$ 23,580</u>

**Major Budget Variances**

- Capital Outlay increased in machinery & equipment for the purchase of a laminating machine and replacement of dated items.

**York County**  
**Departmental Budget Documents**

**Colonial Group Home Commission**

<b><u>Budgetary Costs</u></b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Contractual Services	\$ 597,642	\$ 494,540	\$ 213,450	\$ <b>289,665</b>
Total Budgetary Costs	<u>\$ 597,642</u>	<u>\$ 494,540</u>	<u>\$ 213,450</u>	<u>\$ <b>289,665</b></u>

<b><u>Funding Sources</u></b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Local	\$ 542,958	\$ 439,856	\$ 158,450	\$ <b>234,665</b>
State Aid & Grants	54,684	54,684	55,000	<b>55,000</b>
Total Revenues	<u>\$ 597,642</u>	<u>\$ 494,540</u>	<u>\$ 213,450</u>	<u>\$ <b>289,665</b></u>

**Major Budget Variances**

- Pass through funding received from the state budgeted in FY2023.

**York County**  
**Departmental Budget Documents**

**Magistrate**

<b>Budgetary Costs</b>		<b>FY2020</b>	<b>FY2021</b>	<b>FY2022</b>	<b>FY2023</b>
		<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Materials & Supplies		\$ 25	\$ 492	\$ 2,000	\$ <b>2,000</b>
	Total Budgetary Costs	<u>\$ 25</u>	<u>\$ 492</u>	<u>\$ 2,000</u>	<u>\$ <b>2,000</b></u>

<b>Funding Sources</b>		<b>FY2020</b>	<b>FY2021</b>	<b>FY2022</b>	<b>FY2023</b>
		<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Local		\$ 25	\$ 492	\$ 2,000	\$ <b>2,000</b>
	Total Revenues	<u>\$ 25</u>	<u>\$ 492</u>	<u>\$ 2,000</u>	<u>\$ <b>2,000</b></u>

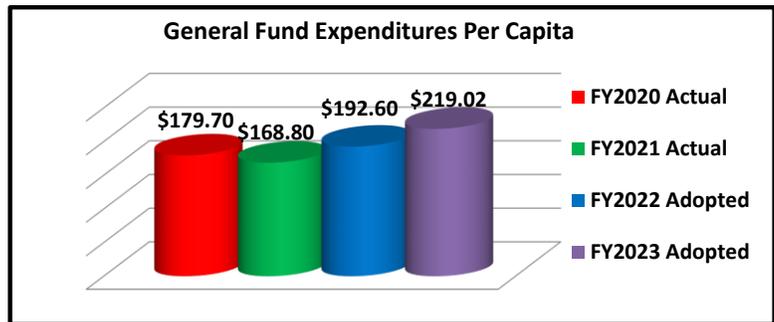
**Major Budget Variances**

- There are no significant changes programmed for FY2023.

# Office of the Sheriff



*The Sheriff is an elected official and is responsible for protecting life and property of the residents of York County. This is accomplished through the divisions below.*



## Department Overview

### General Operations

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

### Law Enforcement

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

### Investigations

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

### Civil Operations/Court Security

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

### Community Services

- Provides one deputy per school to patrol the four high school campuses and the four middle school campuses to maintain security on school grounds and act as a law enforcement liason.
- Provides classes (Class Action) on the severity and consequences of criminal activities to the middle school students (Eighth graders).
- Provides a DARE program to the elementary and middle schools in York County.
- Provides a comprehensive crime analysis program to analyze and reduce crime.
- Provides a crime prevention program to the residents of York County.



**York County**  
**Departmental Budget Documents**

**Sheriff - General Operations**

<b>Budgetary Costs</b>	<b>FY2020</b>	<b>FY2021</b>	<b>FY2022</b>	<b>FY2023</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Personnel	\$ 1,970,436	\$ 2,066,678	\$ 2,051,406	\$ 2,351,530
Contractual Services	78,590	58,759	80,190	74,861
Internal Services	148,256	196,123	207,761	194,790
Other Charges	166,293	163,636	184,986	175,620
Materials & Supplies	64,729	78,562	68,897	220,945
Leases & Rentals	5,543	6,144	7,146	7,500
Capital Outlay	76	-	-	-
Total Budgetary Costs	<u>\$ 2,433,923</u>	<u>\$ 2,569,902</u>	<u>\$ 2,600,386</u>	<u>\$ 3,025,246</u>

<b>Funding Sources</b>	<b>FY2020</b>	<b>FY2021</b>	<b>FY2022</b>	<b>FY2023</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Local	\$ 1,787,200	\$ 1,916,070	\$ 1,928,243	\$ 2,433,588
State Shared Expenses	450,634	501,591	514,143	573,658
State Aid & Grants	18,795	9,206	15,000	15,000
Charges for Services	139,724	107,727	143,000	3,000
Miscellaneous	945	-	-	-
Recovered Costs	36,625	35,308	-	-
Total Revenues	<u>\$ 2,433,923</u>	<u>\$ 2,569,902</u>	<u>\$ 2,600,386</u>	<u>\$ 3,025,246</u>

<b>Staffing Summary</b>	<b>FY2020</b>	<b>FY2021</b>	<b>FY2022</b>	<b>FY2023</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Full-Time Equivalents (FTE's)	14.50	14.00	14.00	14.00
Total Staffing	<u>14.50</u>	<u>14.00</u>	<u>14.00</u>	<u>14.00</u>

**Major Budget Variances**

- Funding for personnel reflects a 5.0% market adjustment and a fiscal year flat rate adjustment of \$1,500 per eligible full time equivalent employee, as well as an increase in Health & Dental costs.
- Increase in Materials & Supplies is attributed to the consolidation of Guns and Ammo from all divisions within the Sheriff's Office.

**York County  
Departmental Budget Documents**

**Sheriff - Law Enforcement**

<b>Budgetary Costs</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Personnel	\$ 4,245,695	\$ 3,803,301	\$ 4,800,546	\$ 5,365,753
Contractual Services	143,974	181,034	195,208	266,555
Internal Services	768,182	948,811	879,990	1,024,764
Other Charges	68,982	64,596	92,070	108,480
Materials & Supplies	156,518	139,812	190,411	197,025
Capital Outlay	169,892	64,516	145,400	341,739
Grants, Donations, & Insurance Recovery	11,478	10,762	-	-
Total Budgetary Costs	<u>\$ 5,564,721</u>	<u>\$ 5,212,832</u>	<u>\$ 6,303,625</u>	<u>\$ 7,304,316</u>

<b>Funding Sources</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Local	\$ 4,524,344	\$ 4,158,694	\$ 5,258,564	\$ 6,190,876
State Shared Expenses	1,002,049	1,015,645	1,041,061	1,109,440
Federal Aid & Grants	34,918	35,983	-	-
Fines & Forfeitures	3,410	2,510	4,000	4,000
Total Revenues	<u>\$ 5,564,721</u>	<u>\$ 5,212,832</u>	<u>\$ 6,303,625</u>	<u>\$ 7,304,316</u>

<b>Staffing Summary</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Full-Time Equivalents (FTE's)	57.00	57.00	62.00	64.00
Total Staffing	<u>57.00</u>	<u>57.00</u>	<u>62.00</u>	<u>64.00</u>

**Major Budget Variances**

- Funding for personnel reflects a 5.0% market adjustment and a fiscal year flat rate adjustment of \$1,500 per eligible full time equivalent employee, as well as an increase in Health & Dental costs.
- Also included in Personnel is funding for two new Deputies.
- Contractual Services increase is attributed to the increase in maintenance contract on body cameras. As well as additional cameras for additional personnel.
- Internal Services:  
Information Technology is based on the proportionate share of allocated IT related charges such as service contracts for computer data circuits and network maintenance and purchases of data processing equipment. The allocation is based on the department's number of desktops and/or mobile units. The increase is attributable to the increase in number and costs of maintenance service contracts on new technology and additional cybersecurity measures.  
An increase in Vehicle Maintenance is due to an upward trend in fuel expenditures for the fleet allocated within the division.
- Capital Outlay increases are due to the equipment needed for an increase in the number of vehicles expected to be replaced and the purchase of vehicles and equipment for the new deputies.

**York County  
Departmental Budget Documents**

**Sheriff - Investigations**

<b>Budgetary Costs</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Personnel	\$ 1,243,261	\$ 1,067,913	\$ 1,211,916	\$ 1,263,441
Contractual Services	38,039	31,067	62,980	72,435
Internal Services	240,335	294,342	254,636	325,909
Other Charges	31,309	29,356	38,165	50,445
Materials & Supplies	124,511	57,897	93,889	12,150
Capital Outlay	-	-	1,000	1,000
Total Budgetary Costs	<u>\$ 1,677,455</u>	<u>\$ 1,480,575</u>	<u>\$ 1,662,586</u>	<u>\$ 1,725,380</u>

<b>Funding Sources</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Local	\$ 1,277,624	\$ 1,078,139	\$ 1,250,079	\$ 1,217,440
State Shared Expense	399,831	402,436	412,507	507,940
Total Revenues	<u>\$ 1,677,455</u>	<u>\$ 1,480,575</u>	<u>\$ 1,662,586</u>	<u>\$ 1,725,380</u>

<b>Staffing Summary</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Full-Time Equivalents (FTE's)	15.00	14.00	13.00	13.00
Total Staffing	<u>15.00</u>	<u>14.00</u>	<u>13.00</u>	<u>13.00</u>

**Major Budget Variances**

- Funding for personnel reflects a 5.0% market adjustment and a fiscal year flat rate adjustment of \$1,500 per eligible full time equivalent employee, as well as an increase in Health & Dental costs.
- Contractual Services increase is attributed to the increase in maintenance contracts.
- Internal Services:  
Information Technology is based on the proportionate share of allocated IT related charges such as service contracts for computer data circuits and network maintenance and purchases of data processing equipment. The allocation is based on the department's number of desktops and/or mobile units. The increase is attributable to the increase in number and costs of maintenance service contracts on new technology and additional cybersecurity measures.  
An increase in Vehicle Maintenance is due to an upward trend in fuel expenditures for the fleet allocated within the division.
- A decrease in Materials & Supplies is due to the consolidation of Guns and Ammo into the General Operations Division.
- The increase in Other Charges is attributed to an increase of funding for Personnel Development.

**York County  
Departmental Budget Documents**

**Sheriff - Civil Operations / Court Security**

<b>Budgetary Costs</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Personnel	\$ 1,439,018	\$ 1,233,809	\$ 1,446,994	\$ 1,457,755
Contractual Services	9,470	6,226	16,352	14,125
Internal Services	68,780	72,665	69,367	80,055
Other Charges	7,224	4,339	11,280	9,950
Materials & Supplies	9,453	8,849	16,803	6,750
Capital Outlay	-	1,281	2,520	-
Total Budgetary Costs	<u>\$ 1,533,945</u>	<u>\$ 1,327,169</u>	<u>\$ 1,563,316</u>	<u>\$ 1,568,635</u>

<b>Funding Sources</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Local	\$ 906,303	\$ 750,579	\$ 863,525	\$ 762,152
State Shared Expenses	496,494	468,077	479,791	593,083
Permits, Fees, Regulatory Licenses	19,842	33,721	10,000	10,400
Fines & Forfeitures	111,306	74,792	210,000	203,000
Total Revenues	<u>\$ 1,533,945</u>	<u>\$ 1,327,169</u>	<u>\$ 1,563,316</u>	<u>\$ 1,568,635</u>

<b>Staffing Summary</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Full-Time Equivalents (FTE's)	18.00	19.00	18.00	18.00
Total Staffing	<u>18.00</u>	<u>19.00</u>	<u>18.00</u>	<u>18.00</u>

**Major Budget Variances**

- Funding for personnel reflects a 5.0% market adjustment and a fiscal year flat rate adjustment of \$1,500 per eligible full time equivalent employee, as well as an increase in Health & Dental costs.
- Internal Services:  
Information Technology is based on the proportionate share of allocated IT related charges such as service contracts for computer data circuits and network maintenance and purchases of data processing equipment. The allocation is based on the department's number of desktops and/or mobile units. The increase is attributable to the increase in number and costs of maintenance service contracts on new technology and additional cybersecurity measures.  
An increase in Vehicle Maintenance is due to an upward trend in fuel expenditures for the fleet allocated within the division.
- A decrease in Materials & Supplies is due to the consolidation of Guns and Ammo into the General Operations Division.

**York County  
Departmental Budget Documents**

**Sheriff - Community Services**

<b>Budgetary Costs</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Personnel	\$ 1,160,836	\$ 998,972	\$ 1,202,700	\$ 1,446,316
Contractual Services	-	-	2,500	2,500
Internal Services	61,341	116,309	77,261	87,913
Other Charges	13,441	16,209	21,460	18,270
Materials & Supplies	19,780	58,838	56,915	81,500
Capital Outlay	6,860	-	-	141,000
Total Budgetary Costs	<u>\$ 1,262,258</u>	<u>\$ 1,190,328</u>	<u>\$ 1,360,836</u>	<u>\$ 1,777,499</u>

<b>Funding Sources</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Local	\$ 508,274	\$ 636,384	\$ 430,338	\$ 785,270
State Shared Expenses	397,085	381,940	391,498	453,229
Transfer From Other Funds	356,899	172,004	539,000	539,000
Total Revenues	<u>\$ 1,262,258</u>	<u>\$ 1,190,328</u>	<u>\$ 1,360,836</u>	<u>\$ 1,777,499</u>

<b>Staffing Summary</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Full-Time Equivalents (FTE's)	13.00	12.50	13.50	15.50
Total Staffing	<u>13.00</u>	<u>12.50</u>	<u>13.50</u>	<u>15.50</u>

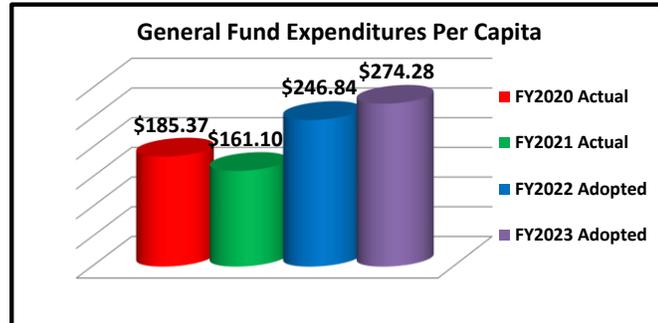
**Major Budget Variances**

- Funding for personnel reflects a 5.0% market adjustment and a fiscal year flat rate adjustment of \$1,500 per eligible full time equivalent employee, as well as an increase in Health & Dental costs.
- Also included in Personnel is funding for two new School Resource Officers for the middle schools.
- Increase in Materials & Supplies for additional equipment needed for two new SRO's as well as an increase in costs.
- Capital Outlay funding includes the cost of two new vehicles and equipment for each for the new School Resource Officers.

# Fire & Life Safety



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



## Department Overview

### Administration

- Ensures and supports an efficient and effective command structure that manages all administrative and operational aspects of the County's Fire and Life Safety system.
- Evaluates community risks and department's capabilities/service delivery to ensure optimum fire and life safety prevention, response and recovery.
- Develops the strategic actions and ensure their implementation through the various departmental functional activities, divisions, offices, bureaus, etc.
- Emphasizes quality customer service through the various divisions, offices and bureaus of the department.
- Coordinates, develops, exercises, and implements, as required, a comprehensive emergency management system that includes mitigation, preparedness, response, and recovery.
- Coordinates a comprehensive health and safety program for the entire department.

### Fire & Rescue Operations

- Responds immediately to, and effectively mitigates a wide variety of emergency and non-emergency incidents while minimizing loss of life, injury, illness and damage to property and the environment.
- Supports effective fire and injury education programs throughout the community.



### Technical Services & Special Operations

- Manages a comprehensive program providing logistical supporting for facilities, apparatus, equipment, systems, supplies and overall operations.
- Coordinates operations and training of the various department specialty teams.
- Coordinates the department's fire/rescue involvement in a wide variety of County and community-wide special events.

### Prevention & Community Safety

- Works to ensure compliance with applicable Virginia and York County codes, laws, ordinances and regulations pertaining to fire and life safety.
- Conducts plan reviews and associated inspections of commercial, industrial and public buildings related to the life-safety aspects of the building and fire prevention codes, in order to protect life and property.
- Conducts reviews of all major development plans to ensure areas of fire and life safety are addressed in order to protect the public.
- Conducts investigations of fires to determine origin and cause.
- Provides fire/injury prevention and life safety education programs to a variety of age groups and businesses in the County.
- Provides intervention and direction for children identified as juvenile fire setters and their parents.



### Support Services

- Manages, coordinates and/or delivers a comprehensive professional development/training program.
- Coordinates administration of the department's overall EMS system to include training, licensure, quality control and protocol adherence.
- Works with Fire and Rescue Operations Division to ensure the effective delivery of EMS response services.
- Manages the EMS Transport Cost Recovery Program.

### Animal Services

- Responds to requests involving domestic animals as well as assists with wild animals posing a threat to the health, safety and welfare of the public.
- Works to ensure compliance with applicable Virginia and York County animal control codes, laws, ordinances and regulations.
- Educates the public on health and welfare, life safety, the obligations of animal ownership, and other issues involving animal control.

### Emergency Management

- Coordinates and manages a comprehensive emergency management system of preparation/response/recovery and develops associated emergency operational plans.
- Plans, trains, and exercises County resources for efficient and effective preparation for, response to and recovery from emergencies and disasters.
- Coordinates county, regional, state, and federal resources through the emergency operations center (EOC) and other means.

**York County  
Departmental Budget Documents**

**Fire & Life Safety - Administration**

<b>Budgetary Costs</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Personnel	\$ 521,676	\$ 432,831	\$ 513,627	\$ 566,566
Contractual Services	2,539	2,437	2,685	2,965
Internal Services	32,459	27,751	28,530	50,376
Other Charges	129,602	125,220	128,422	130,960
Materials & Supplies	1,079	962	1,470	1,470
Total Budgetary Costs	<u>\$ 687,355</u>	<u>\$ 589,201</u>	<u>\$ 674,734</u>	<u>\$ 752,337</u>

<b>Funding Sources</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Local	\$ 687,355	\$ 589,201	\$ 674,734	\$ 752,337
Total Revenues	<u>\$ 687,355</u>	<u>\$ 589,201</u>	<u>\$ 674,734</u>	<u>\$ 752,337</u>

<b>Staffing Summary</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Full-Time Equivalents (FTE's)	4.50	4.50	4.50	4.50
Total Staffing	<u>4.50</u>	<u>4.50</u>	<u>4.50</u>	<u>4.50</u>

**Major Budget Variances**

- Funding for personnel reflects a 5.0% market adjustment and a fiscal year flat rate adjustment of \$1,500 per eligible full time equivalent employee, as well as an increase in Health & Dental costs.

- Internal Services:

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

An increase in Vehicle Maintenance is due to an upward trend in fuel costs and parts for the fleet allocated within the division.

**York County**  
**Departmental Budget Documents**

**Fire & Life Safety - Fire & Rescue Operations**

<b>Budgetary Costs</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Personnel	\$ 8,916,974	\$ 7,350,614	\$ 12,778,112	<b>\$ 14,627,492</b>
Contractual Services	120,577	149,977	194,135	<b>195,085</b>
Internal Services	746,865	888,370	921,326	<b>1,162,315</b>
Other Charges	28,115	26,125	35,725	<b>35,233</b>
Materials & Supplies	143,093	104,804	173,389	<b>177,389</b>
Capital Outlay	29,098	-	-	-
Grants, Donations, & Insurance Recovery	920	6,519	-	-
Total Budgetary Costs	<b>\$ 9,985,642</b>	<b>\$ 8,526,409</b>	<b>\$ 14,102,687</b>	<b>\$ 16,197,514</b>

<b>Funding Sources</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Local	\$ 8,073,474	\$ 6,544,716	\$ 12,089,947	<b>\$ 14,222,644</b>
Charges for Services	1,552,288	1,509,410	1,700,000	<b>1,717,000</b>
Federal Aid & Grants	319,542	468,650	312,740	<b>257,870</b>
Recovered Costs	40,338	3,333	-	-
Fines & Forfeitures	-	300	-	-
Total Revenues	<b>\$ 9,985,642</b>	<b>\$ 8,526,409</b>	<b>\$ 14,102,687</b>	<b>\$ 16,197,514</b>

<b>Staffing Summary</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Full-Time Equivalents (FTE's)	138.00	138.00	143.00	<b>153.00</b>
Total Staffing	<b>138.00</b>	<b>138.00</b>	<b>143.00</b>	<b>153.00</b>

**Major Budget Variances**

- Funding for personnel reflects a 5.0% market adjustment and a fiscal year flat rate adjustment of \$1,500 per eligible full time equivalent employee, as well as an increase in Health & Dental costs.

- Personnel includes an addition of 10.0 FTE Firefighters.

- Internal Services:

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

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

**York County**  
**Departmental Budget Documents**

**Fire & Life Safety - Technical Services & Special Operations**

<b>Budgetary Costs</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Personnel	\$ 392,460	\$ 279,637	\$ 419,781	\$ 183,650
Contractual Services	14,694	16,229	18,440	19,135
Internal Services	54,289	53,577	62,357	50,389
Other Charges	3,249	3,498	3,952	4,944
Materials & Supplies	60,101	66,009	83,367	91,594
Capital Outlay	-	-	2,000	30,000
Grants, Donations, & Insurance Recovery	-	36,688	-	-
Total Budgetary Costs	<u>\$ 524,793</u>	<u>\$ 455,638</u>	<u>\$ 589,897</u>	<u>\$ 379,712</u>

<b>Funding Sources</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Local	\$ 524,793	\$ 455,638	\$ 589,897	\$ 379,712
Total Revenues	<u>\$ 524,793</u>	<u>\$ 455,638</u>	<u>\$ 589,897</u>	<u>\$ 379,712</u>

<b>Staffing Summary</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Full-Time Equivalents (FTE's)	3.00	3.00	3.00	1.00
Total Staffing	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>1.00</u>

**Major Budget Variances**

- Funding for personnel reflects a 5.0% market adjustment and a fiscal year flat rate adjustment of \$1,500 per eligible full time equivalent employee, as well as an increase in Health & Dental costs.
  
- Personnel reflects a reallocation of 2.0 FTE from Technical Services/Special Operations to Fire & Rescue Operations.
  
- Internal Services:  
A decrease in Vehicle Maintenance is due to a downward trend in expenditures for the fleet allocated within the division.
  
- Capital Outlay increased in public safety vehicle equipment for the required supplies and equipment needed for two new vehicles proposed in FY2023.

**York County  
Departmental Budget Documents**

**Fire & Life Safety - Prevention & Community Safety**

<b>Budgetary Costs</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Personnel	\$ 328,542	\$ 301,613	\$ 375,092	\$ 329,327
Contractual Services	1,022	1,284	1,600	1,800
Internal Services	38,073	39,517	48,072	41,072
Other Charges	1,939	1,877	6,823	4,943
Materials & Supplies	6,697	11,079	15,670	15,620
Total Budgetary Costs	<u>\$ 376,273</u>	<u>\$ 355,370</u>	<u>\$ 447,257</u>	<u>\$ 392,762</u>

<b>Funding Sources</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Local	\$ 376,273	\$ 355,370	\$ 447,257	\$ 392,762
Total Revenues	<u>\$ 376,273</u>	<u>\$ 355,370</u>	<u>\$ 447,257</u>	<u>\$ 392,762</u>

<b>Staffing Summary</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Full-Time Equivalents (FTE's)	3.00	3.00	3.00	3.00
Total Staffing	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>

**Major Budget Variances**

- Funding for personnel reflects a 5.0% market adjustment and a fiscal year flat rate adjustment of \$1,500 per eligible full time equivalent employee, as well as an increase in Health & Dental costs.

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

**York County  
Departmental Budget Documents**

**Fire & Life Safety - Support Services**

<b>Budgetary Costs</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Personnel	\$ 327,418	\$ 338,699	\$ 378,554	\$ 373,946
Contractual Services	84,275	91,276	102,431	74,551
Internal Services	-	28,585	33,348	34,217
Other Charges	47,218	28,470	62,893	64,262
Materials & Supplies	75,713	101,259	114,187	113,940
Total Budgetary Costs	<u>\$ 534,624</u>	<u>\$ 588,289</u>	<u>\$ 691,413</u>	<u>\$ 660,916</u>

<b>Funding Sources</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Local	\$ 534,624	\$ 588,289	\$ 691,413	\$ 660,916
Total Revenues	<u>\$ 534,624</u>	<u>\$ 588,289</u>	<u>\$ 691,413</u>	<u>\$ 660,916</u>

<b>Staffing Summary</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Full-Time Equivalents (FTE's)	3.00	3.00	3.00	3.00
Total Staffing	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>

**Major Budget Variances**

- Funding for personnel reflects a 5.0% market adjustment and a fiscal year flat rate adjustment of \$1,500 per eligible full time equivalent employee, as well as an increase in Health & Dental costs.

- Contractual Services decreased in maintenance service contracts, since the cardiac monitors/defibrillators and stretcher/stair chair replacements will be covered by warranty in FY2023.

**York County  
Departmental Budget Documents**

**Fire & Life Safety - Animal Services**

<b>Budgetary Costs</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Personnel	\$ 204,042	\$ 181,282	\$ 220,946	\$ 245,450
Contractual Services	211,605	207,260	224,117	255,462
Internal Services	80,959	83,639	48,327	46,502
Other Charges	4,213	2,722	5,887	5,484
Materials & Supplies	1,861	2,379	7,866	7,866
Total Budgetary Costs	<u>\$ 502,680</u>	<u>\$ 477,282</u>	<u>\$ 507,143</u>	<u>\$ 560,764</u>

<b>Funding Sources</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Local	\$ 487,280	\$ 463,189	\$ 498,143	\$ 555,264
State Aid & Grants	1,802	2,015	-	-
Permits, Fees, Regulatory Licenses	13,148	11,753	8,000	5,000
Fines & Forfeitures	450	325	1,000	500
Total Revenues	<u>\$ 502,680</u>	<u>\$ 477,282</u>	<u>\$ 507,143</u>	<u>\$ 560,764</u>

<b>Staffing Summary</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Full-Time Equivalents (FTE's)	2.00	2.00	2.00	2.00
Total Staffing	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>

**Major Budget Variances**

- Funding for personnel reflects a 5.0% market adjustment and a fiscal year flat rate adjustment of \$1,500 per eligible full time equivalent employee, as well as an increase in Health & Dental costs.

- An increase in contractual services is due to an increase in funding for the Peninsula Regional Animal Shelter and Heritage Humane Society.

**York County  
Departmental Budget Documents**

**Fire & Life Safety - Emergency Management**

<b>Budgetary Costs</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Personnel	\$ 211,239	\$ 191,737	\$ 220,952	\$ 286,864
Contractual Services	13,745	13,881	13,880	13,960
Internal Services	27,417	43,554	36,512	38,156
Other Charges	2,064	2,171	4,741	3,673
Materials & Supplies	160	300	400	400
Total Budgetary Costs	<u>\$ 254,625</u>	<u>\$ 251,643</u>	<u>\$ 276,485</u>	<u>\$ 343,053</u>

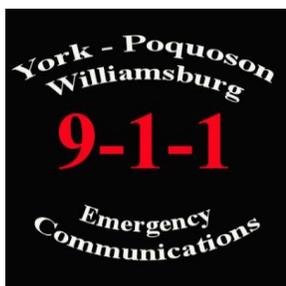
<b>Funding Sources</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Local	\$ 192,783	\$ 201,308	\$ 226,150	\$ 292,718
Federal Aid & Grants	61,842	50,335	50,335	50,335
Total Revenues	<u>\$ 254,625</u>	<u>\$ 251,643</u>	<u>\$ 276,485</u>	<u>\$ 343,053</u>

<b>Staffing Summary</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Full-Time Equivalents (FTE's)	1.50	1.50	1.50	1.50
Total Staffing	<u>1.50</u>	<u>1.50</u>	<u>1.50</u>	<u>1.50</u>

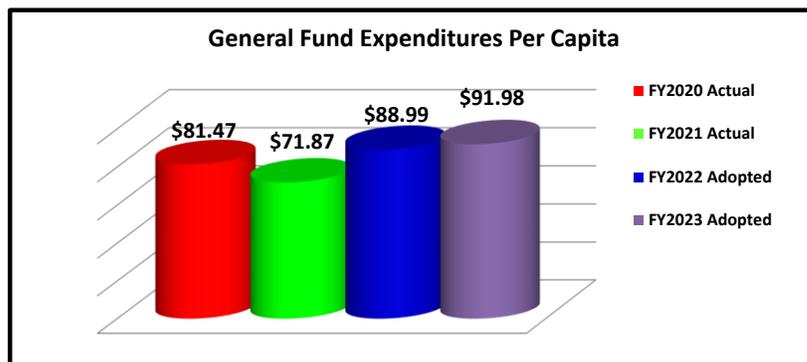
**Major Budget Variances**

- Funding for personnel reflects a 5.0% market adjustment and a fiscal year flat rate adjustment of \$1,500 per eligible full time equivalent employee, as well as an increase in Health & Dental costs.

# Emergency Communications Radio Maintenance & Security Services



*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 professional, expedient, and efficient response to any emergency and non emergency call for service.*



## Department Overview

### Emergency Communications

- Answers emergency and non emergency calls, including wireless E-911 calls using Enhanced 911 System and Text to 911. Dispatches personnel/equipment to emergency and non-emergency scenes using numerous radio systems and Computer Aided Dispatch (CAD) System. Provides pre-arrival Emergency Medical Dispatch (EMD) on all medical calls received.
- Maintains a Regional Records Management System for Law Enforcement Agencies; Processes and maintains criminal records and corresponds with other law enforcement or public service jurisdictions.
- Answers after-hour calls for County services and dispatches appropriate on-call workers; to include Waste Management and creates ticket requests accordingly.
- Monitors cameras at key locations throughout the County to include intrusion/fire alarms for County buildings, receives and dispatches intrusion and fire alarms received from central stations for commercial businesses/private residences; responds to Surry and National Warning Systems Instaphones.

### Radio Maintenance

- Coordinates and manages resources and contractual services relative to maintaining critical County communications, to include the 800Mhz Regional Radio System.
- Oversees the installation, service, maintenance, and removal of two-way radios, mobile data terminals, and other licensed hand held devices.

### Security Services

- Manages resources and contractual services for all installation, service and maintenance of visual and audible warning systems, control access systems, fire alarm systems and CCTV throughout the County.



**York County  
Departmental Budget Documents**

**Emergency Communications**

<b>Budgetary Costs</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Personnel	\$ 3,358,890	\$ 3,084,117	\$ 3,559,841	\$ 3,849,627
Contractual Services	689,993	687,260	824,237	829,646
Internal Services	78,998	95,165	96,735	115,626
Other Charges	139,636	118,340	181,190	180,600
Materials & Supplies	24,177	25,800	28,195	31,745
Capital Outlay	1,677	105,584	-	-
Total Budgetary Costs	<u>\$ 4,293,371</u>	<u>\$ 4,116,266</u>	<u>\$ 4,690,198</u>	<u>\$ 5,007,244</u>

<b>Funding Sources</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Local	\$ 2,916,822	\$ 2,752,840	\$ 3,269,703	\$ 3,482,985
State Aid & Grants	317,285	329,876	350,000	360,000
Recovered Costs	960,264	934,550	971,495	1,065,259
Transfers from Other Funds	99,000	99,000	99,000	99,000
Total Revenues	<u>\$ 4,293,371</u>	<u>\$ 4,116,266</u>	<u>\$ 4,690,198</u>	<u>\$ 5,007,244</u>

<b>Staffing Summary</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Full-Time Equivalents (FTE's)	44.75	44.75	47.00	46.50
Total Staffing	<u>44.75</u>	<u>44.75</u>	<u>47.00</u>	<u>46.50</u>

**Major Budget Variances**

- Funding for personnel reflects a 5.0% market adjustment and a fiscal year flat rate adjustment of \$1,500 per eligible full time equivalent employee, as well as an increase in Health & Dental costs.
- Personnel includes the reclassification of 1.0 FTE Dispatcher II to 0.5 FTE.
- Internal Services:  
Information Technology is based on the proportionate share of allocated IT related charges such as service contracts for computer data circuits and network maintenance and purchases of data processing equipment. The allocation is based on the department's number of desktops and/or mobile units. The increase is attributable to the increase in number and costs of maintenance service contracts on new technology and additional cybersecurity measures. Also, additional units purchased as a result of the Coronavirus Pandemic to better manage operations.  
An increase in Vehicle Maintenance is due to an upward trend in fuel expenditures for the fleet allocated within the division.

**York County  
Departmental Budget Documents**

**Radio Maintenance**

<b>Budgetary Costs</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Contractual Services	\$ 226,478	\$ 109,538	\$ 110,300	\$ 111,400
Materials & Supplies	4,805	-	-	-
Leases & Rentals	38,949	40,118	41,400	42,600
Transfers to Other Funds	1,091,099	702,776	1,196,654	1,102,582
Total Budgetary Costs	<u>\$ 1,361,331</u>	<u>\$ 852,432</u>	<u>\$ 1,348,354</u>	<u>\$ 1,256,582</u>

<b>Funding Sources</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Local	\$ 1,110,232	\$ 598,163	\$ 1,088,354	\$ 996,582
Use of Money & Property	251,099	254,269	260,000	260,000
Total Revenues	<u>\$ 1,361,331</u>	<u>\$ 852,432</u>	<u>\$ 1,348,354</u>	<u>\$ 1,256,582</u>

**Major Budget Variances**

- A decrease in Transfers to Other Funds is due to the removal of SCADA allocation.

**York County**  
**Departmental Budget Documents**

**Security Services**

<b>Budgetary Costs</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Contractual Services	\$ -	\$ 47,446	\$ 185,000	\$ 194,000
Materials & Supplies	-	110	10,000	10,000
Total Budgetary Costs	<u>\$ -</u>	<u>\$ 47,556</u>	<u>\$ 195,000</u>	<u>\$ 204,000</u>

<b>Funding Sources</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Local	\$ -	\$ 47,556	\$ 195,000	\$ 204,000
Total Revenues	<u>\$ -</u>	<u>\$ 47,556</u>	<u>\$ 195,000</u>	<u>\$ 204,000</u>

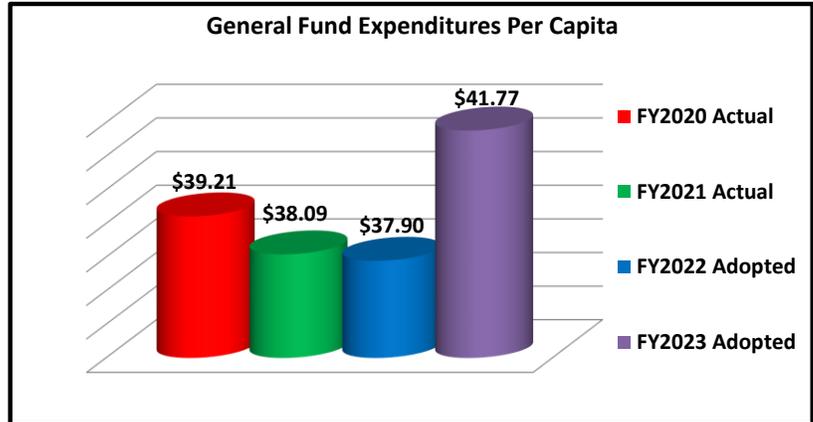
**Major Budget Variances**

- There are no significant changes programmed for FY2023.

# Adult & Juvenile Corrections



**Adult & Juvenile Corrections accounts for the costs associated with the operation of the regional jail and the costs relating to the operations of the 9th District Court Service Unit. This is accomplished through the divisions below.**



## Department Overview

### Adult Corrections

- York County shares the Virginia Regional Jail Authority with James City County and the Cities of Poquoson and Williamsburg. The County's financial share is determined by a cost formula based on an overall percentage of use history.
- The County is also a member of Colonial Corrections which provides alternatives to adult incarceration, transitional services, and criminal justice planning.

### Juvenile Corrections

- York County shares the Merrimac Center Juvenile Detention Center with 18 other localities. It provides an array of juvenile and family services as directed by the Virginia Code §16.1-233 and 235.
- It also provides and/or refers juveniles and their families to community program and services and provides probation and parole services to families in the member jurisdictions.

## Virginia Peninsula Regional Jail



### Virginia Peninsula Regional Jail

Serving York County, James City County, & the Cities of Williamsburg and Poquoson.

### Colonial Community Corrections

#### Mission Statement:

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



#### *Mission Statement*

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

#### *Vision Statement*

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

**York County**  
**Departmental Budget Documents**

**Adult Corrections**

<b><u>Budgetary Costs</u></b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Contractual Services	\$ 2,455,945	\$ 2,382,369	\$ 2,412,580	<b>\$ 2,677,379</b>
Grants, Donations, & Insurance Recovery	16,393	-	-	-
Total Budgetary Costs	<b>\$ 2,472,338</b>	<b>\$ 2,382,369</b>	<b>\$ 2,412,580</b>	<b>\$ 2,677,379</b>

<b><u>Funding Sources</u></b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Local	\$ 2,455,945	\$ 2,382,369	\$ 2,433,380	<b>\$ 2,677,379</b>
Grants	16,393	-	-	-
Total Revenues	<b>\$ 2,472,338</b>	<b>\$ 2,382,369</b>	<b>\$ 2,433,380</b>	<b>\$ 2,677,379</b>

**Major Budget Variances**

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

**York County  
Departmental Budget Documents**

**Juvenile Corrections**

<b>Budgetary Costs</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Contractual Services	\$ 240,382	\$ 267,410	\$ 233,770	\$ 250,890
Other Charges	44	189	750	750
Materials & Supplies	2,135	1,340	900	1,500
Leases & Rentals	6,881	6,797	6,360	6,360
Total Budgetary Costs	<u>\$ 249,442</u>	<u>\$ 275,736</u>	<u>\$ 241,780</u>	<u>\$ 259,500</u>

<b>Funding Sources</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Local	\$ 249,442	\$ 275,736	\$ 241,780	\$ 259,500
Total Revenues	<u>\$ 249,442</u>	<u>\$ 275,736</u>	<u>\$ 241,780</u>	<u>\$ 259,500</u>

**Major Budget Variances**

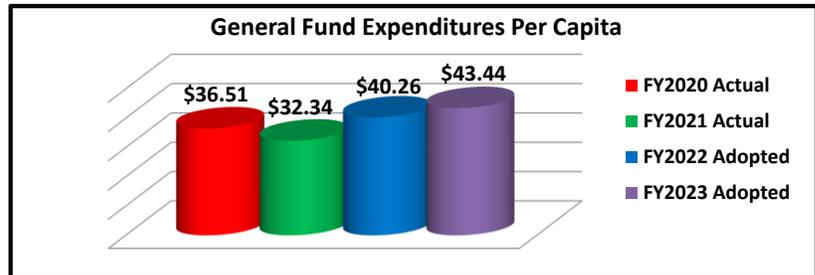
- Funding is provided to the Middle Peninsula Juvenile Detention Commission. Their calculation is based upon York County's average use of the Merrimac Center services for the previous five years.

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# Planning & Development Services



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



## Department Overview

### Administration

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

### Planning

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

### Development Services

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



### Building Safety

- Provides comments and code requirements to builders, developers and residents of the County that are clearly defined and timely.
- Strives to improve rating of the Building Code Effectiveness Grading Classification.
- Conducts inspections within 24 hours on all buildings within the jurisdiction that are under construction or hazardous to the public.
- Maintains proficiency in the application and understanding of the 2018 State adopted building codes.
- Improves customer service through professional training and technology upgrades.

### Planning Commission

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

### Board of Zoning/Subdivision Appeals

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



**York County  
Departmental Budget Documents**

**Planning & Development Services - Administration**

<b>Budgetary Costs</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Personnel	\$ 6,672	\$ 279,824	\$ 321,511	\$ 420,435
Contractual Services	-	-	150	150
Other Charges	1,130	1,206	10,054	12,294
Materials & Supplies	-	232	1,390	990
Total Budgetary Costs	<u>\$ 7,802</u>	<u>\$ 281,262</u>	<u>\$ 333,105</u>	<u>\$ 433,869</u>

<b>Funding Sources</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Local	\$ 7,442	\$ 281,062	\$ 333,105	\$ 433,869
Miscellaneous	360	200	-	-
Total Revenues	<u>\$ 7,802</u>	<u>\$ 281,262</u>	<u>\$ 333,105</u>	<u>\$ 433,869</u>

<b>Staffing Summary</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Full-Time Equivalents (FTE's)	2.00	2.00	2.00	3.00
Total Staffing	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>3.00</u>

**Major Budget Variances**

- Funding for personnel reflects a 5.0% market adjustment and a fiscal year flat rate adjustment of \$1,500 per eligible full time equivalent employee, as well as an increase in Health & Dental costs.
- Personnel includes the addition of 1.0 FTE Management Analyst.

**York County  
Departmental Budget Documents**

**Planning & Development Services - Planning**

<b>Budgetary Costs</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Personnel	\$ 391,134	\$ 231,729	\$ 264,169	\$ 278,575
Contractual Services	72,994	56,634	73,138	68,798
Internal Services	7,996	10,089	9,230	9,326
Other Charges	2,352	2,618	3,363	10,163
Materials & Supplies	3,562	2,780	3,215	3,465
Total Budgetary Costs	<u>\$ 478,038</u>	<u>\$ 303,850</u>	<u>\$ 353,115</u>	<u>\$ 370,327</u>

<b>Funding Sources</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Local	\$ 478,038	\$ 303,850	\$ 353,115	\$ 370,327
Total Revenues	<u>\$ 478,038</u>	<u>\$ 303,850</u>	<u>\$ 353,115</u>	<u>\$ 370,327</u>

<b>Staffing Summary</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Full-Time Equivalents (FTE's)	3.00	3.00	3.00	3.00
Total Staffing	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>

**Major Budget Variances**

- Funding for personnel reflects a 5.0% market adjustment and a fiscal year flat rate adjustment of \$1,500 per eligible full time equivalent employee, as well as an increase in Health & Dental costs.
  
- An increase in Other Charges is due to an increase in personnel development costs.

**York County  
Departmental Budget Documents**

**Planning & Development Services - Development Services**

<b>Budgetary Costs</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Personnel	\$ 809,809	\$ 603,043	\$ 727,832	\$ 758,268
Contractual Services	19,078	28,927	49,160	41,000
Internal Services	48,289	54,944	49,470	68,477
Other Charges	9,974	8,209	19,220	18,250
Materials & Supplies	4,055	3,396	9,270	8,640
Capital Outlay	650	27	250	250
Total Budgetary Costs	<u>\$ 891,855</u>	<u>\$ 698,546</u>	<u>\$ 855,202</u>	<u>\$ 894,885</u>

<b>Funding Sources</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Local	\$ 862,338	\$ 678,260	\$ 828,702	\$ 873,885
Permits, Fees, Regulatory Licenses	29,517	20,286	26,500	21,000
Total Revenues	<u>\$ 891,855</u>	<u>\$ 698,546</u>	<u>\$ 855,202</u>	<u>\$ 894,885</u>

<b>Staffing Summary</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Full-Time Equivalents (FTE's)	8.00	8.00	8.00	8.00
Total Staffing	<u>8.00</u>	<u>8.00</u>	<u>8.00</u>	<u>8.00</u>

**Major Budget Variances**

- Funding for personnel reflects a 5.0% market adjustment and a fiscal year flat rate adjustment of \$1,500 per eligible full time equivalent employee, as well as an increase in Health & Dental costs.

- Internal Services:

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

**York County  
Departmental Budget Documents**

**Planning & Development Services - Building Safety**

<b>Budgetary Costs</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Personnel	\$ 1,001,018	\$ 810,049	\$ 1,063,176	\$ 1,114,177
Contractual Services	12,629	20,091	26,744	23,178
Internal Services	65,116	88,014	89,961	128,264
Other Charges	26,740	29,889	32,650	34,600
Materials & Supplies	10,136	6,016	19,974	11,068
Capital Outlay	25,328	-	7,500	7,500
Total Budgetary Costs	<u>\$ 1,140,967</u>	<u>\$ 954,059</u>	<u>\$ 1,240,005</u>	<u>\$ 1,318,787</u>

<b>Funding Sources</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Local	\$ 381,657	\$ 195,282	\$ 378,005	\$ 382,537
Permits, Fees, Regulatory Licenses	759,310	758,777	862,000	936,250
Total Revenues	<u>\$ 1,140,967</u>	<u>\$ 954,059</u>	<u>\$ 1,240,005</u>	<u>\$ 1,318,787</u>

<b>Staffing Summary</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Full-Time Equivalents (FTE's)	13.00	13.00	13.00	13.00
Total Staffing	<u>13.00</u>	<u>13.00</u>	<u>13.00</u>	<u>13.00</u>

**Major Budget Variances**

- Funding for personnel reflects a 5.0% market adjustment and a fiscal year flat rate adjustment of \$1,500 per eligible full time equivalent employee, as well as an increase in Health & Dental costs.

- Internal Services:

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

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

**York County**  
**Departmental Budget Documents**

**Planning & Development Services - Planning Commission**

<b>Budgetary Costs</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Personnel	\$ 4,952	\$ 4,521	\$ 8,612	\$ 8,612
Contractual Services	8,420	12,535	20,000	20,000
Other Charges	676	657	2,129	2,129
Materials & Supplies	-	-	100	100
Total Budgetary Costs	<u>\$ 14,048</u>	<u>\$ 17,713</u>	<u>\$ 30,841</u>	<u>\$ 30,841</u>

<b>Funding Sources</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Local	\$ 1,821	\$ 9,193	\$ 21,841	\$ 21,841
Permits, Fees, Regulatory Licenses	\$ 12,227	\$ 8,520	\$ 9,000	\$ 9,000
Total Revenues	<u>\$ 14,048</u>	<u>\$ 17,713</u>	<u>\$ 30,841</u>	<u>\$ 30,841</u>

**Major Budget Variances**

- There are no significant changes programmed for FY2023.

**York County  
Departmental Budget Documents**

**Planning & Development Services - Board of Zoning / Subdivision Appeals**

<b>Budgetary Costs</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Personnel	\$ 366	\$ 657	\$ 1,615	\$ 1,615
Contractual Services	1,139	1,036	4,260	2,760
Other Charges	-	-	1,650	1,650
Total Budgetary Costs	<u>\$ 1,505</u>	<u>\$ 1,693</u>	<u>\$ 7,525</u>	<u>\$ 6,025</u>

<b>Funding Sources</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Local	\$ 1,505	\$ 1,693	\$ 7,525	\$ 6,025
Total Revenues	<u>\$ 1,505</u>	<u>\$ 1,693</u>	<u>\$ 7,525</u>	<u>\$ 6,025</u>

**Major Budget Variances**

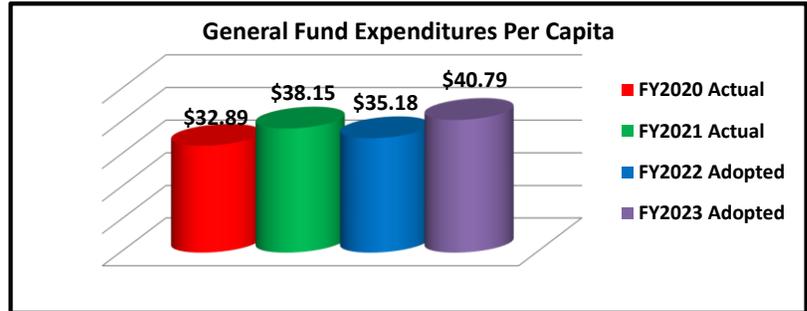
- A decrease in Contractual Services is due to a decrease in advertising costs.

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# Department of Finance



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



## Department Overview

### Finance

- Ensures that the County receives and maintains a high credit rating from the bond rating agencies.
- Maintains effective internal controls and performs continuous monitoring to ensure compliance with laws and regulations.
- Oversees financial compliance with accounting and auditing standards.
- Works in partnership with York County School Division to achieve maximum efficiencies and meet financial goals.

### Accounting & Financial Reporting

- Prepares the Annual Comprehensive Financial Report, other financial reports and transactions to meet the needs and legal requirements of management, financial institutions and residents in an efficient and effective manner.
- Ensures compliance with legal regulatory and professional requirements.
- Acts as the audit liaison for the County's annual financial audit.

### Budget

- Provides fiscal agent administration guidance and information to the County Administrator, Board of Supervisors and County departments and various other partners and organizations.
- Coordinates the execution of the annual budget.

### Fiscal Accounting Services

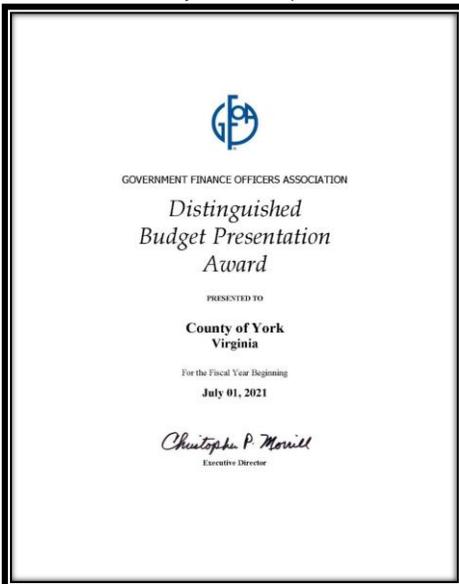
- Promotes accountability, innovation and excellence in providing services to internal and external customers.
- Provides efficient and accurate billing services to our sewer maintenance and solid waste customers.
- Maximizes federal and state monetary assistance with natural or man-made disasters to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

### Central Purchasing

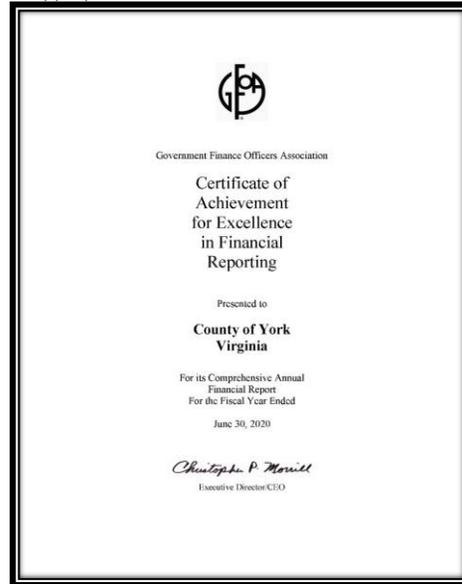
- Provides for fair and equitable treatment of all persons involved in public purchasing by the County and School Division.
- Maximizes the purchasing value of public funds.
- Fosters competition in the procurement process to the maximum feasible extent.
- Achieves a process that provides quality and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

### Central Insurance

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



**York has received the GFOA's Distinguished Budget Award for 18 consecutive years!**



**York has received the GFOA's Certificate of Excellence in Financial Reporting for 35 consecutive years!**

**York County  
Departmental Budget Documents**

**Finance Administration**

<b>Budgetary Costs</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Personnel	\$ 262,451	\$ 236,538	\$ 276,155	\$ 288,522
Contractual Services	40,177	44,762	44,250	43,250
Internal Services	5,084	7,771	8,832	8,438
Other Charges	3,202	2,863	8,250	8,800
Materials & Supplies	2,570	1,011	5,650	5,650
Leases & Rentals	4,760	340	5,460	4,425
Total Budgetary Costs	<u>\$ 318,244</u>	<u>\$ 293,285</u>	<u>\$ 348,597</u>	<u>\$ 359,085</u>

<b>Funding Sources</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Local	\$ 70,584	\$ 39,276	\$ 56,337	\$ 66,825
Fiscal Agent Fees	247,660	254,009	292,260	292,260
Total Revenues	<u>\$ 318,244</u>	<u>\$ 293,285</u>	<u>\$ 348,597</u>	<u>\$ 359,085</u>

<b>Staffing Summary</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Full-Time Equivalents (FTE's)	2.25	2.25	2.25	2.25
Total Staffing	<u>2.25</u>	<u>2.25</u>	<u>2.25</u>	<u>2.25</u>

**Major Budget Variances**

- Funding for personnel reflects a 5.0% market adjustment and a fiscal year flat rate adjustment of \$1,500 per eligible full time equivalent employee, as well as an increase in Health & Dental costs.

**York County**  
**Departmental Budget Documents**  
**Accounting & Financial Reporting**

<b>Budgetary Costs</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Personnel	\$ 375,489	\$ 347,211	\$ 400,630	\$ 519,330
Contractual Services	1,418	2,091	1,700	1,700
Internal Services	7,318	8,203	11,754	11,450
Other Charges	3,504	2,262	5,785	5,785
Materials & Supplies	1,776	1,221	1,900	1,900
Capital Outlay	2,315	-	-	-
Total Budgetary Costs	<u>\$ 391,820</u>	<u>\$ 360,988</u>	<u>\$ 421,769</u>	<u>\$ 540,165</u>

<b>Funding Sources</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Local	\$ 391,820	\$ 360,988	\$ 421,769	\$ 540,165
Total Revenues	<u>\$ 391,820</u>	<u>\$ 360,988</u>	<u>\$ 421,769</u>	<u>\$ 540,165</u>

<b>Staffing Summary</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Full-Time Equivalents (FTE's)	4.00	4.00	4.00	4.00
Total Staffing	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>

**Major Budget Variances**

- Funding for personnel reflects a 5.0% market adjustment and a fiscal year flat rate adjustment of \$1,500 per eligible full time equivalent employee, as well as an increase in Health & Dental costs.

**York County  
Departmental Budget Documents**

**Budget**

<b>Budgetary Costs</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Personnel	\$ 210,972	\$ 135,516	\$ 252,452	\$ 267,683
Contractual Services	30,983	9,455	12,000	14,900
Internal Services	5,105	8,203	7,489	8,057
Other Charges	926	1,120	5,400	5,400
Materials & Supplies	587	802	3,600	2,600
Total Budgetary Costs	<u>\$ 248,573</u>	<u>\$ 155,096</u>	<u>\$ 280,941</u>	<u>\$ 298,640</u>

<b>Funding Sources</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Local	\$ 248,573	\$ 155,096	\$ 280,941	\$ 298,640
Total Revenues	<u>\$ 248,573</u>	<u>\$ 155,096</u>	<u>\$ 280,941</u>	<u>\$ 298,640</u>

<b>Staffing Summary</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Full-Time Equivalents (FTE's)	4.00	3.00	3.00	3.00
Total Staffing	<u>4.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>

**Major Budget Variances**

- Funding for personnel reflects a 5.0% market adjustment and a fiscal year flat rate adjustment of \$1,500 per eligible full time equivalent employee, as well as an increase in Health & Dental costs.

**York County  
Departmental Budget Documents**

**Fiscal Accounting Services**

<b>Budgetary Costs</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Personnel	\$ 684,056	\$ 539,413	\$ 690,232	\$ 772,583
Contractual Services	2,073	1,310	2,000	2,000
Internal Services	28,444	34,406	35,353	34,194
Other Charges	7,663	6,112	11,700	12,050
Materials & Supplies	8,722	8,244	6,900	8,550
Leases & Rentals	7,620	7,620	8,000	8,300
Capital Outlay	100	187,171	2,200	12,345
Total Budgetary Costs	<u>\$ 738,678</u>	<u>\$ 784,276</u>	<u>\$ 756,385</u>	<u>\$ 850,022</u>

<b>Funding Sources</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Local	\$ 735,628	\$ 781,816	\$ 753,385	\$ 847,022
Charges for Services	3,050	2,460	3,000	3,000
Total Revenues	<u>\$ 738,678</u>	<u>\$ 784,276</u>	<u>\$ 756,385</u>	<u>\$ 850,022</u>

<b>Staffing Summary</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Full-Time Equivalents (FTE's)	9.00	9.00	9.00	9.00
Total Staffing	<u>9.00</u>	<u>9.00</u>	<u>9.00</u>	<u>9.00</u>

**Major Budget Variances**

• Funding for personnel reflects a 5.0% market adjustment and a fiscal year flat rate adjustment of \$1,500 per eligible full time equivalent employee, as well as an increase in Health & Dental costs.

**York County  
Departmental Budget Documents**

**Central Purchasing**

<b>Budgetary Costs</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Personnel	\$ 422,461	\$ 368,591	\$ 433,212	\$ 498,516
Contractual Services	2,643	2,037	2,430	2,200
Internal Services	11,709	15,580	10,713	9,896
Other Charges	6,817	6,463	13,115	13,115
Materials & Supplies	957	1,374	2,600	2,300
Total Budgetary Costs	<u>\$ 444,587</u>	<u>\$ 394,045</u>	<u>\$ 462,070</u>	<u>\$ 526,027</u>

<b>Funding Sources</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Local	\$ 402,654	\$ 360,154	\$ 402,070	\$ 492,027
Miscellaneous	41,933	33,891	60,000	34,000
Total Revenues	<u>\$ 444,587</u>	<u>\$ 394,045</u>	<u>\$ 462,070</u>	<u>\$ 526,027</u>

<b>Staffing Summary</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Full-Time Equivalents (FTE's)	5.00	5.00	5.00	5.00
Total Staffing	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>

**Major Budget Variances**

• Funding for personnel reflects a 5.0% market adjustment and a fiscal year flat rate adjustment of \$1,500 per eligible full time equivalent employee, as well as an increase in Health & Dental costs.

**York County**  
**Departmental Budget Documents**

**Central Insurance**

<b>Budgetary Costs</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Contractual Services	\$ 6,446	\$ 6,000	\$ 6,500	\$ 6,500
Other Charges	134,379	669,033	187,909	287,758
Total Budgetary Costs	<u>\$ 140,825</u>	<u>\$ 675,033</u>	<u>\$ 194,409</u>	<u>\$ 294,258</u>

<b>Funding Sources</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Local	\$ 140,825	\$ 675,033	\$ 194,409	\$ 294,258
Total Revenues	<u>\$ 140,825</u>	<u>\$ 675,033</u>	<u>\$ 194,409</u>	<u>\$ 294,258</u>

**Major Budget Variances**

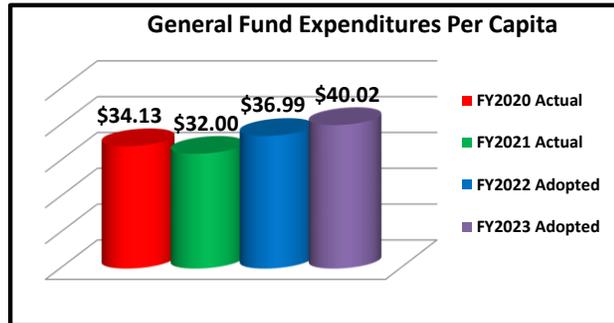
- There are no significant changes programmed for FY2023.

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# Department of Information Technology



*Provides the technology to support the efficient and secure network operation of County government while ensuring the information is accessible to its residents.*



## Department Overview

### Information Technology

- Coordinates the development of the Countywide Geographic Information System (GIS), which provides an automated mapping, land records, and geographic-data system for the storage, retrieval, and analysis of geo-based information.
- Provides security, software, and hardware support for the County's financial systems.
- Provides Information Technology support necessary to all County departments.
- Administers and operates the County's wide area network electronically connecting all facilities of the County.
- Assists in the identification, testing, procurement, and disposition of all computer software and software licenses throughout County government; performs strategic planning of County technology needs in support of future programs and services.
- Invests in and maintains robust cybersecurity operation and training protocols to protect IT assets, County network, and citizens.
- Facilitates the electronic availability of County information to its residents.
- Maintains the hardware, software, and telecommunications links required within the County.

**York County IT is upgrading the northern County facility connectivity to "dark fiber." This increases IT communications from 20 mbps to over 2,000 mbps with ample capacity to increase further in the future. Additionally, it greatly improves reliability and cyber security by having facilities directly connected particularly during major storms. This change sets the stage for the County to easily integrate future IT needs without speed and reliability being limitations in the northern County.**



**York County**  
**Departmental Budget Documents**

**Information Technology**

<b>Budgetary Costs</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Personnel	\$ 2,248,315	\$ 2,072,139	\$ 2,380,617	\$ <b>2,587,628</b>
Contractual Services	95	22,485	22,900	<b>40,800</b>
Internal Services	102,107	118,497	129,606	<b>132,458</b>
Other Charges	12,539	8,420	23,820	<b>22,820</b>
Materials & Supplies	5,641	4,528	14,150	<b>15,300</b>
Capital Outlay	-	6,929	20,000	<b>15,000</b>
Total Budgetary Costs	<b>\$ 2,368,697</b>	<b>\$ 2,232,998</b>	<b>\$ 2,591,093</b>	<b>\$ 2,814,006</b>

<b>Funding Sources</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Local	\$ 2,365,213	\$ 2,228,493	\$ 2,557,593	\$ <b>2,810,006</b>
Use of Money & Property	-	-	30,000	-
Charges for Services	3,484	4,505	3,500	<b>4,000</b>
Total Revenues	<b>\$ 2,368,697</b>	<b>\$ 2,232,998</b>	<b>\$ 2,591,093</b>	<b>\$ 2,814,006</b>

<b>Staffing Summary</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Full-Time Equivalents (FTE's)	22.00	22.00	23.00	<b>23.00</b>
Total Staffing	<b>22.00</b>	<b>22.00</b>	<b>23.00</b>	<b>23.00</b>

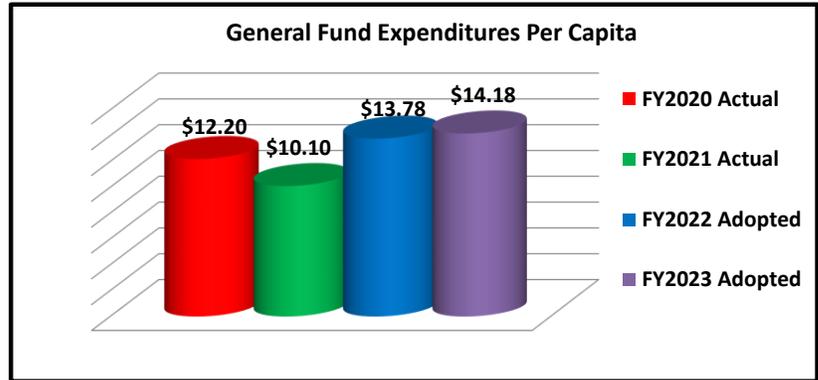
**Major Budget Variances**

- Funding for personnel reflects a 5.0% market adjustment and a fiscal year flat rate adjustment of \$1,500 per eligible full time equivalent employee, as well as an increase in Health & Dental costs.
  
- Contractual Services increased in maintenance service contracts for annual maintenance of the Production Control System. This system is a production system upgrade for York Hall and was completed in FY2021.
  
- A decrease in Capital Outlay is due to a decrease in TV production equipment. The Production Control System upgrade contributed to needing less equipment.

# Department of Human Resources



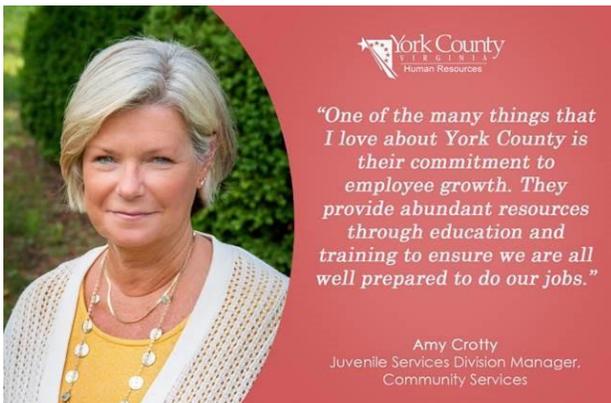
To serve as a strategic partner supporting the County as an employer of choice by providing quality human resource services to attract, develop, sustain, inspire, and retain a diverse and qualified workforce within a supportive work environment.



## Department Overview

### Human Resources

- Develops and maintains the County's personnel policies and procedures. Provides professional staff to assist departments, agencies, and Constitutional Officers with administering these policies and handling employee related inquiries.
- Makes recommendations and administers the compensation plan, benefits (retirement, health insurance, deferred compensation, life insurance), safety, and employment on-boarding programs for the County.
- Enhances strategic communications pertaining to new and current benefit programs, including open enrollment for all employees and the promotion for the County's Wellness Program - Live Well 360.
- Partners with departments to ensure effective recruitment and hiring methods that are competitive in attracting new talent for the County.
- Evaluates and administers in-house training and education programs for all levels of County staff to include workplace safety and mandated personnel trainings; supervisory and employee career advancement modules; develops and encourages participation in leadership training and educational reimbursement programs all for the professional growth and the development of York County's future leaders.
- Assists departments, agencies, and Constitutional Officers with personnel and policy issues and inquiries.



**York County  
Departmental Budget Documents**

**Human Resources**

<b>Budgetary Costs</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Personnel	\$ 698,789	\$ 550,969	\$ 770,999	\$ <b>798,654</b>
Contractual Services	57,784	62,899	63,611	<b>68,301</b>
Internal Services	16,924	20,022	20,826	<b>20,361</b>
Other Charges	70,429	66,958	103,519	<b>103,519</b>
Materials & Supplies	2,762	4,094	6,100	<b>6,100</b>
Total Budgetary Costs	<u>\$ 846,688</u>	<u>\$ 704,942</u>	<u>\$ 965,055</u>	<u>\$ <b>996,935</b></u>

<b>Funding Sources</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Local	\$ 846,688	\$ 704,942	\$ 965,055	\$ <b>996,935</b>
Total Revenues	<u>\$ 846,688</u>	<u>\$ 704,942</u>	<u>\$ 965,055</u>	<u>\$ <b>996,935</b></u>

<b>Staffing Summary</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Full-Time Equivalents (FTE's)	8.00	8.00	8.00	<b>8.00</b>
Total Staffing	<u>8.00</u>	<u>8.00</u>	<u>8.00</u>	<u><b>8.00</b></u>

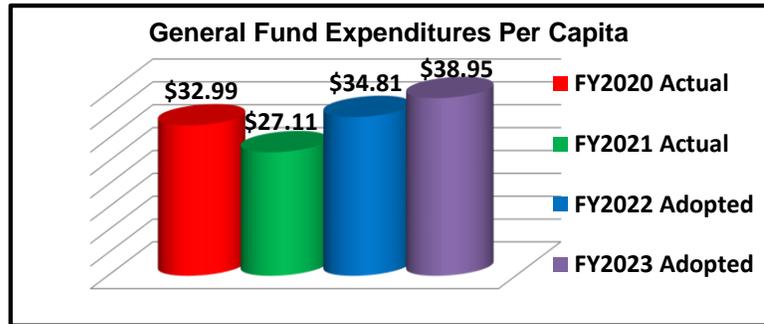
**Major Budget Variances**

- Funding for personnel reflects a 5.0% market adjustment and a fiscal year flat rate adjustment of \$1,500 per eligible full time equivalent employee, as well as an increase in Health & Dental costs.

# Commissioner of the Revenue & Treasurer



*The Commissioner of the Revenue and the Treasurer are elected officials. The Commissioner of the Revenue is responsible for accurately identifying & assessing all sources of revenue to which the County is entitled by law. The Treasurer is responsible for collecting, depositing, and investing all of the County's local, state, and federal revenue.*



## Department Overview

### Commissioner of the Revenue

- Provides services from the Real Estate (RE) section, which performs technical and legal research.
- Provides services from the Personal Property (PP) and Income Tax section, which compiles information.
- Provides services from the Business License Section, which performs technical and legal research.
- Supports taxpayer awareness of tax relief options for taxpayers who are age 65 and over, permanently and totally disabled, or qualifying Disabled American Veterans & surviving spouses of military service members killed in action.
- Expands and promotes on-line application and renewal services offered to the taxpayers through BAI.NET and web-based forms for on-line filing and payment of taxes administered by this office.

### Treasurer

- Collects and properly accounts for all federal, state, and local revenue due to the County.
- Prepares and mails tax bills for semi-annual and monthly supplemental taxes as well as lifetime dog tag notices.
- Exercises timely and effective collection measures to achieve maximum payment percentages.
- Maintains prudent cash management and investment practices in accordance with the York County Treasurer's Office Investment Policy and the Code of Virginia.
- Develops, implements, and markets additional e-government services.
- Provides professional and knowledgeable staff to communicate effectively with residents, county departments, and outside agencies in person, by phone, and in writing.
- Manages all banking needs for county operations and acts as fiscal agent for various agencies as needed.

**Your Guide to York County Taxes**

**Ann H. Thomas**  
Commissioner of the Revenue  
**Brandy N. Palazzone**  
Chief Deputy Commissioner  
P. O. Box 90 Yorktown, VA 23690-0090  
T: (757) 890-3381 F: (757) 890-3389  
e-mail: revofc@yorkcounty.gov

**Candice D. Kelley**  
Treasurer  
P.O. Box 251 Yorktown, VA 23690-0251  
(757) 890-3420  
e-mail: treas@yorkcounty.gov

**Regular Office Hours:**  
8:15a.m. to 5:00p.m. (Mon – Fri)

[www.yorkcounty.gov](http://www.yorkcounty.gov)

File and pay your taxes online!  
It's Safe, It's Secure, It's Easy

Finance Building

The Treasurer and the Commissioner of Revenue offer an online brochure for information on all taxes for York County citizens.

The Brochure includes descriptions of each tax and due dates.

Copies of the brochure may be picked up in either office.

Important Due Dates and Deadlines	
Business License	March 1
Tax Return of Business Tangible Personal Property	March 1
Tax Return for Manufactured (Mobile) Homes	March 1
Application for Relief for the Elderly and Disabled for Real Estate and Mobile Home Tax	April 1
Application for Real Estate Tax Relief for Disabled Veterans	April 1
Virginia State Income Tax	May 1
Estimated Tax Voucher 1	May 1
Estimated Tax Voucher 2	June 15
Personal Property and Real Estate Tax – 1st Half	June 25
Estimated Tax Voucher 3	Sept 15
Personal Property and Real Estate Tax – 2nd Half	Dec 5
Dog License	Dec 31
Registration for New Residents/ Purchases/Replacements	Within 60 days of purchase or move into York Co
Notification of date disposed/sold/ junked/moved out of York Co.	Within 60 days of disposal or move out of York Co

**Commissioner of the Revenue Telephone Numbers:**

(757) 890-3381 –Personal Property/State Income Tax  
(757) 890-3382 – Real Estate  
(757) 890-3383 – Business License

**York County**  
**Departmental Budget Documents**

**Commissioner of the Revenue**

<b>Budgetary Costs</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Personnel	\$ 1,231,051	\$ 1,049,068	\$ 1,302,139	\$ 1,453,014
Contractual Services	16,053	15,307	21,941	22,816
Internal Services	36,392	43,323	43,572	41,422
Other Charges	22,546	16,738	26,265	26,265
Materials & Supplies	10,457	8,861	13,501	71,535
Total Budgetary Costs	<u>\$ 1,316,499</u>	<u>\$ 1,133,297</u>	<u>\$ 1,407,418</u>	<u>\$ 1,615,052</u>

<b>Funding Sources</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Local	\$ 1,111,594	\$ 924,740	\$ 1,150,293	\$ 1,345,072
State Shared Expenses	204,905	208,557	257,125	269,980
Total Revenues	<u>\$ 1,316,499</u>	<u>\$ 1,133,297</u>	<u>\$ 1,407,418</u>	<u>\$ 1,615,052</u>

<b>Staffing Summary</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Full-Time Equivalents (FTE's)	18.50	18.50	18.50	19.00
Total Staffing	<u>18.50</u>	<u>18.50</u>	<u>18.50</u>	<u>19.00</u>

**Major Budget Variances**

- Funding for personnel reflects a 5.0% market adjustment and a fiscal year flat rate adjustment of \$1,500 per eligible full time equivalent employee, as well as an increase in Health & Dental costs.
- Also included in Personnel is an overtime increase for the implementation of a new software program. As well as a reclassification of a position from a 0.5 FTE to 1 FTE.
- An increase in Materials & Supplies is attributed to the funding for cigarette tax stamps.

**York County  
Departmental Budget Documents**

**Treasurer**

<b>Budgetary Costs</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Personnel	\$ 827,532	\$ 615,069	\$ 823,977	\$ 913,458
Contractual Services	37,213	36,485	87,285	92,765
Internal Services	25,615	30,032	28,636	27,148
Other Charges	75,519	73,125	83,650	83,440
Materials & Supplies	7,128	4,382	7,000	7,000
Total Budgetary Costs	<u>\$ 973,007</u>	<u>\$ 759,093</u>	<u>\$ 1,030,548</u>	<u>\$ 1,123,811</u>

<b>Funding Sources</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Local	\$ 636,136	\$ 491,446	\$ 747,648	\$ 832,631
State Shared Expenses	158,097	154,875	170,900	179,180
Permits, Fees, Regulatory Licenses	13,233	-	-	-
Charges for Services	1,243	160	2,000	2,000
Miscellaneous	164,298	112,612	110,000	110,000
Total Revenues	<u>\$ 973,007</u>	<u>\$ 759,093</u>	<u>\$ 1,030,548</u>	<u>\$ 1,123,811</u>

<b>Staffing Summary</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Full-Time Equivalents (FTE's)	12.00	12.00	12.00	12.00
Total Staffing	<u>12.00</u>	<u>12.00</u>	<u>12.00</u>	<u>12.00</u>

**Major Budget Variances**

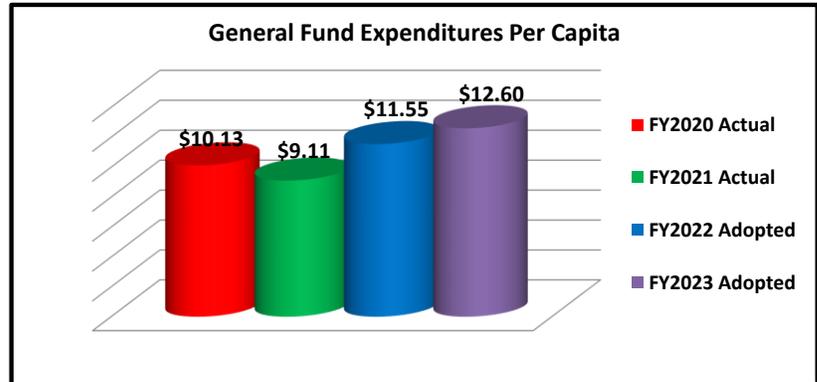
- Funding for personnel reflects a 5.0% market adjustment and a fiscal year flat rate adjustment of \$1,500 per eligible full time equivalent employee, as well as an increase in Health & Dental costs.
- Also included in Personnel is an overtime increase for the implementation of a new software program.

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# Real Estate Assessment



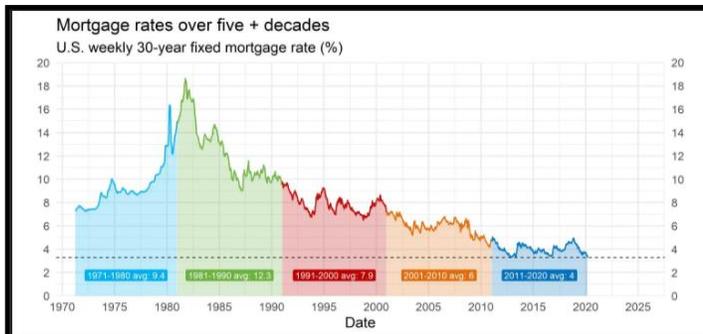
*Prepare a highly accurate database of real property assessment information to enable the fair and equitable distribution of the real property tax levied by the Board of Supervisors among those owning property in the County.*



## Department Overview

### Real Estate Assessment

- Accurately and equitably assesses the residential and commercial real estate within York County.
- Administers the Land Use Program.
- Collects, inputs and maintains the real property data in an accurate and timely manner.
- Provides real estate information to the taxpayers and real estate professionals.
- Assists other elements of the York County government in all real estate matters.
- Promotes an openness of County government by adding detailed sales information to the division website.



## Property Information

York County, Virginia

**Welcome**

**Website Disclaimer**  
 Information shown on these maps is derived from public records that are constantly undergoing change and do not replace a site survey, and is not warranted for content or accuracy. The County does not guarantee the positional or thematic accuracy of the GIS data. The GIS data or cartographic digital files are not a legal representation of any of the features in which it depicts, and disclaims any assumption of the legal status of which it represents. Data contained on this Web page/site is Copyright © York County, Virginia. The GIS data are proprietary to the County, and title to this information remains in the County. All applicable common law and statutory rights in the GIS data including, but not limited to, rights in copyright, shall and will remain the property of the County.

By checking here, you agree to the information provided above.

For assessment and property-specific questions, please call the Assessor's Office at (757) 890-3720, or email [assessor@yorkcounty.gov](mailto:assessor@yorkcounty.gov)  
 For questions about mapping and site functionality, please call the GIS Office at (757) 890-3894, or email [gis@yorkcounty.gov](mailto:gis@yorkcounty.gov)

[Click here to visit James City County's Parcel Viewer](#)  
 Or  
[Click here to visit Poquoson's Parcel Viewer](#)

Developed by WorldView Solutions, Inc.

**York County  
Departmental Budget Documents**

**Real Estate Assessment**

<b>Budgetary Costs</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Personnel	\$ 621,346	\$ 554,774	\$ 647,559	\$ 697,671
Contractual Services	23,336	24,621	74,806	90,551
Internal Services	28,401	36,512	36,402	42,255
Other Charges	19,480	9,954	32,526	37,871
Materials & Supplies	10,235	9,789	17,460	17,745
Total Budgetary Costs	<u>\$ 702,798</u>	<u>\$ 635,650</u>	<u>\$ 808,753</u>	<u>\$ 886,093</u>

<b>Funding Sources</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Local	\$ 702,798	\$ 635,650	\$ 808,753	\$ 886,093
Total Revenues	<u>\$ 702,798</u>	<u>\$ 635,650</u>	<u>\$ 808,753</u>	<u>\$ 886,093</u>

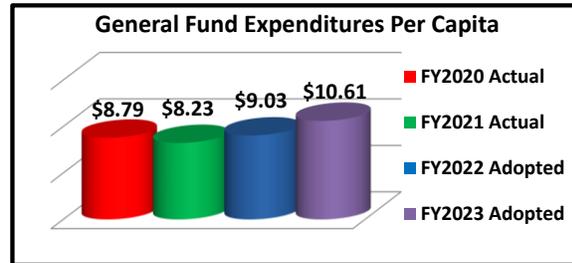
<b>Staffing Summary</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Full-Time Equivalents (FTE's)	7.00	7.00	7.00	7.00
Total Staffing	<u>7.00</u>	<u>7.00</u>	<u>7.00</u>	<u>7.00</u>

**Major Budget Variances**

- Funding for personnel reflects a 5.0% market adjustment and a fiscal year flat rate adjustment of \$1,500 per eligible full time equivalent employee, as well as an increase in Health & Dental costs.
- A projected increase in appraisal services has contributed to the increase in Contractual Services.

# Department of Economic and Tourism Development

*The primary mission of the County's Economic Development Program is to create a diverse economic base by the aggressive recruitment, expansion and retention of businesses, industries, and tourism, thus expanding the tax base and capital investment in the County and providing new employment opportunities for its citizens.*



## Department Overview

York County's Offices of Economic Development and Tourism joined to become the Department of Economic and Tourism Development. A major part of our economic base is tourism, so bringing them together in York County is stronger. The reorganization provides organizational continuity, a consolidated resource base, and opportunities for new ways of doing business in the future.

### **Economic Development Authority (EDA)**

- The EDA is an authority that was established under the Industrial Development and Revenue Act-Code of Virginia. The EDA supports the efforts of the Office of Economic Development to retain and attract business investments in York County. The EDA funds multiple business assistance and attraction grants. They also acquire, develop, and market commercial real estate, to help build the county's tax base.

### **Virginia Peninsula Chamber of Commerce**

- The Virginia Peninsula Chamber of Commerce is a voluntary membership association that "Connects Business with Opportunity" through Facilitation, Advocacy, Communication and Education. The Chamber works to advance the positive economic, industrial, professional, cultural and civic welfare of the cities of Hampton, Newport News and Poquoson and the counties of York and James City.

### **Hampton Roads Alliance (FKA: Greater Williamsburg Partnership)**

- The Hampton Roads Alliance is a regional economic development marketing organization representing the many localities in Hampton Roads. The partnership focuses on business attraction, expansion, and intelligence. Their main functions are to market the region, foster job creation, facilitate new investment, diversify our economy, and to nurture and improve the quality of life in our region.

### **York County Chamber of Commerce (YCCC)**

- The YCCC's mission is to support York County's existing business community, attract new businesses, and continue to be the voice of business. The YCCC maintains an office in York County and partners with the office of Economic Development on multiple business assistance programs.

### **Other Programs as Approved**

- For FY23, these include VPCC's Chefs Go Program, Start Peninsula, Launchpad Regional Incubator, Eastern Virginia Regional Industrial Facility Authority (EVRIFA), and Small Business Development Center.



**York County**  
**Departmental Budget Documents**

**Economic Development**

<b>Budgetary Costs</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Contractual Services	\$ 22,500	\$ 21,375	\$ 25,000	\$ 30,000
Contributions/Committees/Direct Payments	117,410	112,985	81,635	173,129
Total Budgetary Costs	<u>\$ 139,910</u>	<u>\$ 134,360</u>	<u>\$ 106,635</u>	<u>\$ 203,129</u>

<b>Funding Sources</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Local	\$ 139,910	\$ 134,360	\$ 106,635	\$ 203,129
Total Revenues	<u>\$ 139,910</u>	<u>\$ 134,360</u>	<u>\$ 106,635</u>	<u>\$ 203,129</u>

**Major Budget Variances**

- An increase in Contributions/Committees/Direct Payments is attributed to the increase in funding for the Hampton Roads Alliance and Hampton Roads Workforce Development. As well as the addition of funding to VPCC Chefs Go Program, Start Peninsula, Launchpad, EVRIFA, and Small Business Development.

**York County  
Departmental Budget Documents**

**Department of Economic and Tourism Development**

<b>Budgetary Costs</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Personnel	\$ 396,169	\$ 349,924	\$ 412,491	\$ -
Contractual Services	14,850	32,176	44,055	-
Internal Services	15,534	18,041	19,034	-
Other Charges	39,576	38,223	47,545	-
Materials & Supplies	2,105	1,388	2,822	-
Capital Outlay	2,028	-	-	-
Transfers to Other Funds	-	-	-	543,187
Total Budgetary Costs	<u>\$ 470,262</u>	<u>\$ 439,752</u>	<u>\$ 525,947</u>	<u>\$ 543,187</u>

<b>Funding Sources</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Local	\$ 470,262	\$ 439,752	\$ 525,947	\$ 543,187
Total Revenues	<u>\$ 470,262</u>	<u>\$ 439,752</u>	<u>\$ 525,947</u>	<u>\$ 543,187</u>

<b>Staffing Summary</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Full-Time Equivalents (FTE's)	3.00	3.00	3.00	-
Total Staffing	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>-</u>

**Major Budget Variances**

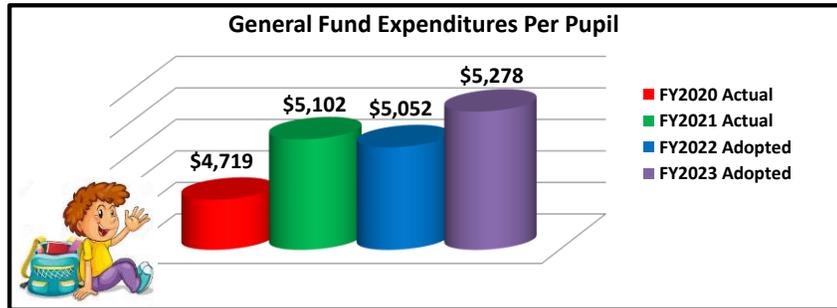
- In a County reorganization, the Office of Economic Development was replaced with the Department of Economic and Tourism Development and the operational budget was moved to the Tourism Fund.
- A transfer in this department is the allocation of the economic development function.
- The change in FTE is a result of the reorganization.

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# York County School Division



The Board of Supervisors continues to strongly support quality public education for the County residents in accordance with its goals and strategic priorities.



## Department Overview

### School Ops & Capital/Debt Svc-Local

- This activity reflects the local support for school operations, maintenance projects, and debt service on funds borrowed for school capital projects.

### Goals of YCSD:

- York County students will consistently demonstrate growth and excellence in the skills and knowledge needed to be productive citizens.
- The York County School Division will engage all students in rigorous educational experiences.
- The York County School Division will recruit, hire, retain and support a diverse staff that meets our highest standards.
- The York County School Division will foster effective partnerships with families and our community and promote positive relationships between and among staff, students and families.
- The York County School Division will maintain efficient, effective, service-oriented operations that support student achievement in safe, secure environments.



**York County**  
**Departmental Budget Documents**

**School Ops & Capital / Debt Svc - Local**

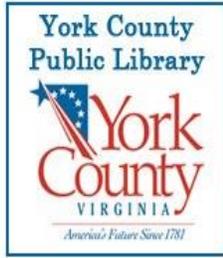
<b><u>Budgetary Costs</u></b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Transfers - School Operations	\$ 55,737,094	\$ 55,237,094	\$ 56,837,094	<b>\$ 58,637,094</b>
Transfers - School Debt Service	6,735,979	7,506,166	8,252,830	<b>8,242,168</b>
Total Budgetary Costs	<b>\$ 62,473,073</b>	<b>\$ 62,743,260</b>	<b>\$ 65,089,924</b>	<b>\$ 66,879,262</b>

<b><u>Funding Sources</u></b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Local	\$ 62,473,073	\$ 62,743,260	\$ 65,089,924	<b>\$ 66,879,262</b>
Total Revenues	<b>\$ 62,473,073</b>	<b>\$ 62,743,260</b>	<b>\$ 65,089,924</b>	<b>\$ 66,879,262</b>

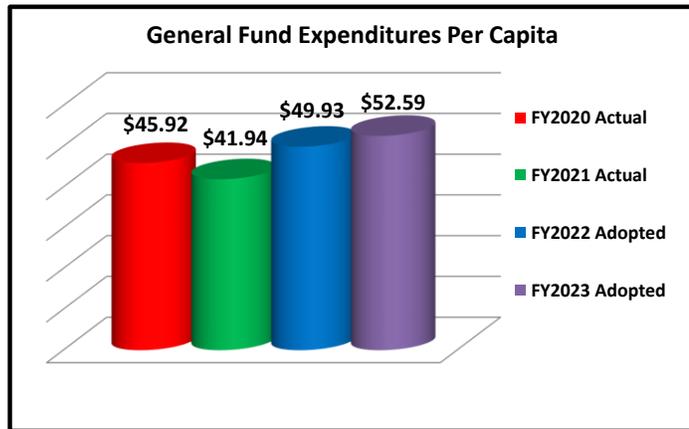
**Major Budget Variances**

- The transfer from the County to the school division was increased by \$1,800,000 for FY2023.

# Library Services



*York County Public Library connects our community to resources to enrich lives by ensuring equitable use and access to all library services and facilities and breaking down barriers.*



## Department Overview

York County Public Library continues to be part of the County's "educational ecosystem" supporting preschool, K-12, homeschools, and adult life-long learning. We serve County residents and the wider community with quality materials, community engagement, and lifelong learning.

- Ensuring equitable use of library services and facilities by breaking down barriers.
- Maintaining physical and digital collections that are both timely and diverse.
- Connecting community members to library services through traditional and digital means.
- Providing programs, outreach, and resources for the education and entertainment of all ages.
- Providing access to current technology that meets the evolving educational and professional needs of the community.



**York County  
Departmental Budget Documents**

**Library Services**

<b>Budgetary Costs</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Personnel	\$ 1,875,912	\$ 1,590,463	\$ 2,039,924	\$ 2,205,262
Contractual Services	717,669	744,400	797,960	823,815
Internal Services	182,738	187,464	202,181	199,337
Other Charges	8,262	8,177	9,500	11,500
Materials & Supplies	353,821	390,198	416,050	424,321
Leases & Rentals	3,258	1,338	1,600	1,600
Capital Outlay	45,437	4,976	30,000	32,000
Total Budgetary Costs	<u>\$ 3,187,097</u>	<u>\$ 2,927,016</u>	<u>\$ 3,497,215</u>	<u>\$ 3,697,835</u>

<b>Funding Sources</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Local	\$ 2,986,375	\$ 2,731,636	\$ 3,287,215	\$ 3,497,835
State Aid & Grants	163,651	178,992	180,000	180,000
Federal Aid & Grants	10,542	10,542	10,000	10,000
Charges for Services	26,529	5,846	20,000	10,000
Total Revenues	<u>\$ 3,187,097</u>	<u>\$ 2,927,016</u>	<u>\$ 3,497,215</u>	<u>\$ 3,697,835</u>

<b>Staffing Summary</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Full-Time Equivalents (FTE's)	32.50	32.50	32.50	33.50
Total Staffing	<u>32.50</u>	<u>32.50</u>	<u>32.50</u>	<u>33.50</u>

**Major Budget Variances**

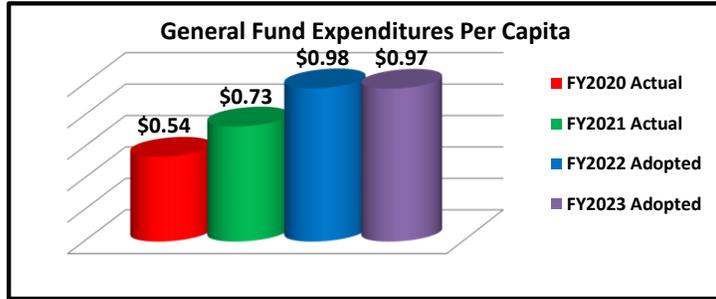
- Funding for personnel reflects a 5.0% market adjustment and a fiscal year flat rate adjustment of \$1,500 per eligible full time equivalent employee, as well as an increase in Health & Dental costs.
  
- Personnel includes the addition of 1.00 FTE Youth Services Librarian.
  
- Contractual Services increased for the payment made to the Williamsburg Regional Library.
  
- An increase in Materials & Supplies is due to an increase in books & subscriptions and for providing additional youth & adult educational programs.

# Virginia Cooperative Extension (VCE)



Virginia  
Cooperative  
Extension

VCE provides programming and resource development in the areas of agriculture, youth leadership, and food stability, based on the needs of York County and the City of Poquoson.



## Department Overview

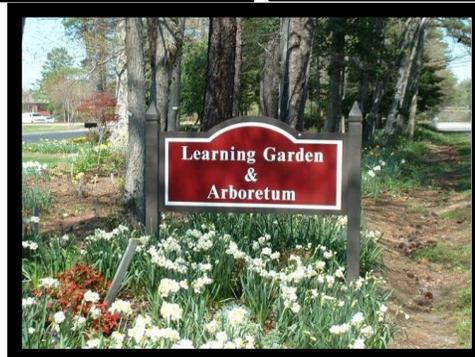
- Virginia Cooperative Extension (VCE) programs and services are developed using a survey of community leaders and the most recent County and City comprehensive plans. The local Agricultural and Natural Resources (ANR) Agent and the 4-H Program Assistant are primarily responsible for the local VCE office now located in the Washington Square Shopping Center.
- The Agricultural and Natural Resources (ANR) Agent and 4-H Program Assistant in York County direct, develop, and facilitate programming, relying heavily on volunteers to expand the reach to a diverse audience. Approximately 300 York/Poquoson Master Gardeners, Peninsula Virginia Master Naturalists and York/Poquoson 4-H Volunteers help deliver educational programs to local citizens. VCE volunteers go through extensive content and programmatic training as well as background checks and serve as resident experts on a variety of topics. While implementing important agricultural and environmental programs, VCE is also promoting experience in leadership, volunteerism, and civic engagement.
- The ANR/Environmental Horticulture Agent focuses primarily on horticulture programs and best practices as determined by the concerns of the majority of our citizens. The program provides classes, workshops, trainings, learning gardens, events and resources to the public and professionals. Current programs are aligned with national initiatives including reducing fertilizer/pesticide use in the hopes of improving land and waterways, safe and responsible use of pesticides/fertilizers, sustainable landscape management, and food production/security.
- 4-H is a positive youth development organization within VCE teaching kids through hands-on projects in health, science, agriculture, and civic engagement. The 4-H program oversees a variety of outdoor experiences including residential summer camps, learning gardens at most York County and Poquoson Schools as part of the 4-H Schoolyard Habitat Outreach program. Also under the 4-H banner are 4-H clubs, all part of the goal to help youth develop into successful contributing members of society.
- The VCE office in York County partners with the Newport News Family and Consumer Science Agents and the local Department of Social Services to provide education on how to make healthier food choices and become better managers of available food resources. Serving families on limited-resources in York County and the City of Poquoson, the programs focus on basic nutrition, physical activity, safe food handling, and thrifty shopping.



Virginia Cooperative Extension - Outreach Event



Virginia Cooperative Extension - Plant Sale



Virginia Cooperative Extension - Learning Garden

**York County**  
**Departmental Budget Documents**

**Cooperative Extension**

<b>Budgetary Costs</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Contractual Services	\$ 29,197	\$ 37,682	\$ 54,023	\$ <b>53,702</b>
Internal Services	6,982	11,964	10,072	<b>10,481</b>
Other Charges	1,294	1,109	3,400	<b>3,400</b>
Materials & Supplies	-	337	800	<b>800</b>
Total Budgetary Costs	<u>\$ 37,473</u>	<u>\$ 51,092</u>	<u>\$ 68,295</u>	<u>\$ <b>68,383</b></u>

<b>Funding Sources</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Local	\$ 27,358	\$ 40,577	\$ 57,745	\$ <b>58,053</b>
Recovered Costs	10,115	10,515	10,550	<b>10,330</b>
Total Revenues	<u>\$ 37,473</u>	<u>\$ 51,092</u>	<u>\$ 68,295</u>	<u>\$ <b>68,383</b></u>

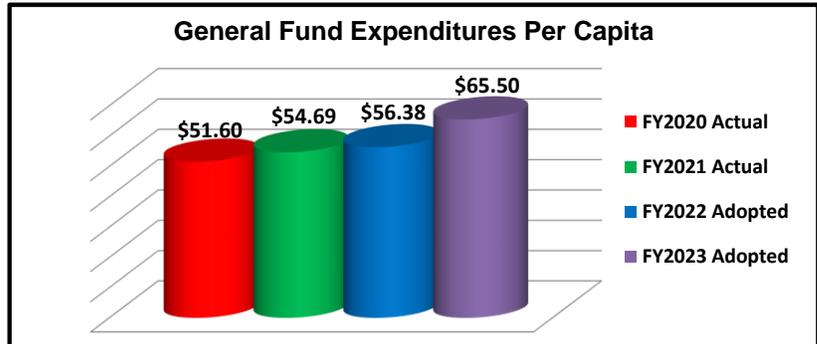
**Major Budget Variances**

- There are no significant changes programmed for FY2023.

# Human Services



*Human Services manages, provides service, and aids residents who need assistance in the areas of health services, social services and financial assistance; and contributes to outside agencies and organizations that assist with low income families, disabilities and other general needs.*



## Department Overview

### Social Services - Local Share

- The General Fund contributes to the operation of the Social Services Fund through its local match for administration, programs and for the Children's Services Act. Social Services is responsible for protecting those vulnerable children and adults, as well as promoting self-sufficiency, self-support, and self-esteem for all York County citizens. Financial assistance programs are available to aid needy persons within the community. The Children's Services Act requires local governments to provide certain residential or intensive in-home therapeutic services to troubled youth.

### Payments to Outside Entities

This activity provides contractual support for the following programs:

- **Child Development Resources:** Provides early childhood developmental programs for economically disadvantaged or otherwise qualified York County families.
- **Child Food Service:** Contribution to the food service program.
- **Community Services Grants:** Agencies supported in FY2023 include: American Red Cross York-Poquoson Chapter, Avalon, Colonial Court Appointed Special Advocates (CASA), Community Brain Injury, Hospice House & Support Care of Williamsburg, Natasha House, Inc., PAA, Transitions Family Violence, Versability Resources, Virginia Cooperative Extension, Virginia Peninsula Food Bank, Williamsburg Area Faith in Action, Williamsburg Area Meals on Wheels and York County Meals on Wheels.
- **Lackey Clinic:** Provides free services to those in need including acute/chronic medical, dental and behavioral mental care. The clinic also provides patients with free medications, health education classes and social services referrals as needed.
- **Housing Partnerships, Inc.:** Provides significant home repairs at a minimal cost by partnering with volunteer groups, local governments, businesses and other charitable organizations..
- **Virginia Peninsula Mayors & Chairs Commission on Homelessness:** Agreement between localities to provide leadership and oversight for a regional plan to address homelessness.
- **The Peninsula Health Department:** Initiates and maintains a cooperative agreement between each of the five local governments (Newport News, James City County, York County, Poquoson, and Williamsburg) and the Commonwealth of Virginia. The County's minimum "match" requirement is 45% of the York County portion of the total Health District Budget. The Department's mission is to promote optimum health and healthy lifestyles for the residents of York County; to assure vital statistics, health information, preventative, and environmental health services are available to the residents of the County; to provide medical services for low income residents; and to carry out other responsibilities assigned by action of the County Board of Supervisors and the Virginia General Assembly.
- **Williamsburg Area Medical Assistance Corporation (WAMAC):** An innovative public-private partnership formed in 1993 by the contiguous communities of James City County, York County, and the City of Williamsburg. It operates Olde Towne Medical Center, a community-based, non-profit, 501(c)(3) rural health center which provides comprehensive primary health care to the un- and under-insured, Medicaid and Medicare population living in the Williamsburg, Virginia area.
- **Colonial Behavioral Health:** Established by the Counties of York and James City and the Cities of Poquoson and Williamsburg to provide a system of comprehensive community health, intellectual/developmental disability and substance abuse disorder services. The following services are provided: Adolescent Substance Use Disorder Services, Case Management, Early Intervention, Emergency Services, Employee Assistance Program, Greater Williamsburg Child Assessment Center, Mental Health Support, Opportunities Unlimited Day Support, Outpatient Counseling, Pathways Senior Services, People's Place Psychological Rehabilitative Services, Prevention Services, Psychiatric Services, Residential Services, and Supportive Services.



**York County**  
**Departmental Budget Documents**

**Social Services - Local Share**

<b>Budgetary Costs</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Personnel	\$ 423	\$ 904	\$ 1,550	\$ 1,550
Contractual Services	5,257	9,000	4,500	4,500
Transfers to Other Funds	2,053,737	2,253,009	2,372,045	2,506,930
Total Budgetary Costs	<u>\$ 2,059,417</u>	<u>\$ 2,262,913</u>	<u>\$ 2,378,095</u>	<u>\$ 2,512,980</u>

<b>Funding Sources</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Local	\$ 1,867,787	\$ 2,070,003	\$ 2,198,095	\$ 2,332,980
Federal Aid & Grants	191,630	192,910	180,000	180,000
Total Revenues	<u>\$ 2,059,417</u>	<u>\$ 2,262,913</u>	<u>\$ 2,378,095</u>	<u>\$ 2,512,980</u>

**Major Budget Variances**

- An increase in Transfers to Other Funds is due to an increase in the General Fund contribution to the operation of the Social Services Fund.

**York County**  
**Departmental Budget Documents**

**Payments to Outside Entities**

<b><u>Budgetary Costs</u></b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Contractual Services	\$ 1,329,305	\$ 1,353,795	\$ 1,362,245	<b>\$ 1,440,750</b>
Grants, Donations, & Insurance Recovery	192,853	200,309	208,630	<b>652,125</b>
Total Budgetary Costs	<b>\$ 1,522,158</b>	<b>\$ 1,554,104</b>	<b>\$ 1,570,875</b>	<b>\$ 2,092,875</b>

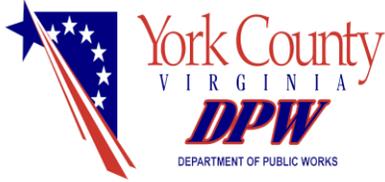
<b><u>Funding Sources</u></b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Local	\$ 1,522,158	\$ 1,554,104	\$ 1,570,875	<b>\$ 2,092,875</b>
Total Revenues	<b>\$ 1,522,158</b>	<b>\$ 1,554,104</b>	<b>\$ 1,570,875</b>	<b>\$ 2,092,875</b>

**Major Budget Variances**

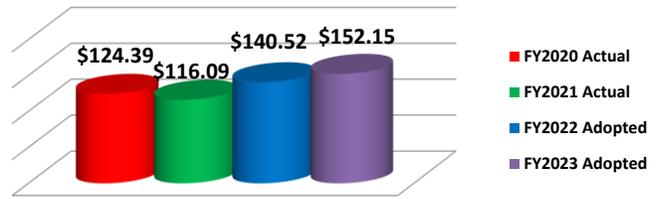
- An increase in Grants, Donations, & Insurance Recovery is attributed to a reallocation of funding source as well as a projected increase in funding provided to outside agencies.

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# Department of Public Works



General Fund Expenditures Per Capita



*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.*

## Department Overview

### Administration

- Provides quality, cost-effective administrative support for Public Works. Maintains the County's interest in regional and regulatory oversight and compliance.

### Engineering & Facility Maintenance

- Provides quality construction techniques and facility maintenance programs to protect County resources, provide quality work places, and ensure excellent customer service while managing operational costs.
- Coordinates electrical, water, gas, heating, and sewer for County facilities and parks.
- Achieves 95% completion of critical preventive maintenance tasks on schedule, repairs at least 98% of emergencies within 24 hours, and provides timely response to high-priority, major work orders.
- Continues to improve building energy efficiency with the scheduled replacement of incandescent and florescent lights with energy efficient LED's.
- Strives to "Go Green" with the implementation of car charging stations at high traffic County facilities.
- Continues to upgrade and install building automation systems to reduce loads during off hours and maximize equipment lifecycles.
- Improves planning and budgeting efforts by conducting annual audits on select facilities, developing an effective preventive maintenance program, and controlling backlog growth through sound programming and resource advocacy. Strives for zero customer requests for minor work over 30 days old.

### Grounds Maintenance & Construction

- Provides a grounds maintenance program for County facilities and green spaces making sure employees have resources, motivation and technical information necessary to perform their best while providing effective customer service.
- Provides support to the Parks & Recreation Division's outdoor recreational programs and to community-based, group recreational programs such as Little League, Youth Football, and Select Soccer. Provides a grounds maintenance program for 38 linear miles of Gateway Corridors.
- Provides a grounds maintenance program for 276.1 acres of School facilities as outlined in the School Grounds Maintenance Agreement between the York County Board of Supervisors and the York County School Board.

### Stormwater Engineering & Construction

- Constructs, repairs, and maintains drainage systems that are owned by York County.
- Inspects outfalls for illicit discharges as required by the Virginia Department of Conservation and Recreation (DCR) Virginia Stormwater Management Program (VSMP) permit.
- Reviews development plans for compliance with the Stormwater, Chesapeake Bay, Erosion Control, Watershed Management, and Floodplain Ordinances.
- Implements the Capital Improvements Program (CIP) projects approved and funded by the Board of Supervisors and continues development of the Capital Improvements Program for the Stormwater Management Plan.
- Implements the requirements of the Environmental Protection Agency Phase II Stormwater Regulations.
- Implements the Chesapeake Bay Preservation Act (CBPA) in accordance with the latest revisions by the Chesapeake Bay Local Assistance Board (CBLAB).
- Implements the Floodplain Ordinance and the FEMA CRS program.
- Provides advice and information to County residents concerning wetlands protection.
- Acts as Liason and staff support for Wetlands and Chesapeake Bay Board's public hearings, requests and appeals.

### Mosquito Control - Stormwater Operations

- Educates residents about the importance of mosquito prevention and reduction.
- Maintains an efficient, responsive, and environmentally conscious program with the highest level of customer service.
- Develops outreach and educational programs for citizens and the York County School Division.
- Develops a proactive rather than reactive strategy for mosquito and County pest control operations.
- Maintains the drainage ways to remove blockages.



**York County  
Departmental Budget Documents**

**Public Works - Administration**

<b>Budgetary Costs</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Personnel	\$ 140,028	\$ 146,075	\$ 162,024	\$ 176,559
Contractual Services	1,572	2,083	2,825	3,050
Internal Services	29,062	46,589	34,532	59,433
Other Charges	2,359	3,365	12,435	12,735
Materials & Supplies	1,961	612	2,450	2,350
Total Budgetary Costs	<u>\$ 174,982</u>	<u>\$ 198,724</u>	<u>\$ 214,266</u>	<u>\$ 254,127</u>

<b>Funding Sources</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Local	\$ 174,982	\$ 198,724	\$ 214,266	\$ 254,127
Total Revenues	<u>\$ 174,982</u>	<u>\$ 198,724</u>	<u>\$ 214,266</u>	<u>\$ 254,127</u>

<b>Staffing Summary</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Full-Time Equivalents (FTE's)	2.00	2.00	2.00	2.00
Total Staffing	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>

**Major Budget Variances**

- Funding for personnel reflects a 5.0% market adjustment and a fiscal year flat rate adjustment of \$1,500 per eligible full time equivalent employee, as well as an increase in Health & Dental costs.

- Internal Services:

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

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

**York County  
Departmental Budget Documents**

**Public Works - Engineering & Facility Maintenance**

<b>Budgetary Costs</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Personnel	\$ 1,242,921	\$ 1,066,388	\$ 1,381,862	\$ 1,556,728
Contractual Services	629,879	663,428	768,778	836,455
Internal Services	127,975	161,787	162,691	181,321
Other Charges	977,672	961,240	1,103,100	1,147,900
Materials & Supplies	189,617	222,956	226,325	256,000
Leases & Rentals	-	2,371	1,250	3,000
Capital Outlay	30,335	-	8,000	6,100
Total Budgetary Costs	<u>\$ 3,198,399</u>	<u>\$ 3,078,170</u>	<u>\$ 3,652,006</u>	<u>\$ 3,987,504</u>

<b>Funding Sources</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Local	\$ 3,186,676	\$ 3,050,121	\$ 3,627,006	\$ 3,962,504
Recovered Costs	11,723	28,049	25,000	25,000
Total Revenues	<u>\$ 3,198,399</u>	<u>\$ 3,078,170</u>	<u>\$ 3,652,006</u>	<u>\$ 3,987,504</u>

<b>Staffing Summary</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Full-Time Equivalents (FTE's)	17.50	18.00	18.00	18.00
Total Staffing	<u>17.50</u>	<u>18.00</u>	<u>18.00</u>	<u>18.00</u>

**Major Budget Variances**

- Funding for personnel reflects a 5.0% market adjustment and a fiscal year flat rate adjustment of \$1,500 per eligible full time equivalent employee, as well as an increase in Health & Dental costs.
- A projected increase in material costs has contributed to the increase in Materials & Supplies.
- Other Charges increase is attributed to an increase in fuel costs as well as an anticipated increases in utilities with the expansion of the Library and addition of new Fire Station #7.

**York County  
Departmental Budget Documents**

**Public Works - Grounds Maintenance & Construction**

<b>Budgetary Costs</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Personnel	\$ 2,323,781	\$ 1,908,778	\$ 2,642,032	\$ 2,829,442
Contractual Services	278,482	326,401	334,600	328,600
Internal Services	394,198	628,398	446,383	549,620
Other Charges	12,345	8,624	14,630	14,030
Materials & Supplies	197,650	192,661	316,625	303,075
Leases & Rentals	1,845	-	1,500	1,500
Capital Outlay	38,018	42,606	44,750	80,750
Total Budgetary Costs	<u>\$ 3,246,319</u>	<u>\$ 3,107,468</u>	<u>\$ 3,800,520</u>	<u>\$ 4,107,017</u>

<b>Funding Sources</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Local	\$ 2,111,319	\$ 1,972,818	\$ 2,593,920	\$ 2,900,417
Transfers from Other Funds	1,135,000	1,134,650	1,206,600	1,206,600
Total Revenues	<u>\$ 3,246,319</u>	<u>\$ 3,107,468</u>	<u>\$ 3,800,520</u>	<u>\$ 4,107,017</u>

<b>Staffing Summary</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Full-Time Equivalents (FTE's)	40.00	40.00	43.00	43.00
Total Staffing	<u>40.00</u>	<u>40.00</u>	<u>43.00</u>	<u>43.00</u>

**Major Budget Variances**

- Funding for personnel reflects a 5.0% market adjustment and a fiscal year flat rate adjustment of \$1,500 per eligible full time equivalent employee, as well as an increase in Health & Dental costs.

- Internal Services:

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

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

- A decrease in Materials & Supplies is due to a projected decrease in agricultural supplies.

- A projected increase in equipment replacement costs has contributed to the increase in Capital Outlay.

**York County  
Departmental Budget Documents**

**Public Works - Stormwater Operations**

<b>Budgetary Costs</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Personnel	\$ 948,831	\$ 738,807	\$ 948,729	\$ 1,058,112
Contractual Services	18,175	18,828	17,110	19,110
Internal Services	125,148	126,147	139,683	184,642
Other Charges	21,108	21,842	26,750	27,150
Materials & Supplies	6,084	8,721	10,800	10,550
Total Budgetary Costs	<u>\$ 1,119,346</u>	<u>\$ 914,345</u>	<u>\$ 1,143,072</u>	<u>\$ 1,299,564</u>

<b>Funding Sources</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Local	\$ 969,056	\$ 781,141	\$ 1,001,072	\$ 1,183,564
Permits, Fees, Regulatory Licenses	150,290	133,204	142,000	116,000
Total Revenues	<u>\$ 1,119,346</u>	<u>\$ 914,345</u>	<u>\$ 1,143,072</u>	<u>\$ 1,299,564</u>

<b>Staffing Summary</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Full-Time Equivalents (FTE's)	28.55	12.55	12.55	12.55
Total Staffing	<u>28.55</u>	<u>12.55</u>	<u>12.55</u>	<u>12.55</u>

**Major Budget Variances**

- Funding for personnel reflects a 5.0% market adjustment and a fiscal year flat rate adjustment of \$1,500 per eligible full time equivalent employee, as well as an increase in Health & Dental costs.
- Internal Services:  
Information Technology is based on the proportionate share of allocated IT related charges such as service contracts for computer data circuits and network maintenance and purchases of data processing equipment. The allocation is based on the department's number of desktops and/or mobile units. The increase is attributable to the increase in number and costs of maintenance service contracts on new technology and additional cybersecurity measures.  
An increase in Vehicle Maintenance is due to an upward trend in fuel expenditures for the fleet allocated within the division.

**York County  
Departmental Budget Documents**

**Public Works - Mosquito Control**

<b>Budgetary Costs</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Personnel	\$ 793,650	\$ 636,845	\$ 864,554	\$ 916,272
Contractual Services	2,197	6,266	5,100	8,750
Internal Services	47,688	80,591	77,016	95,220
Other Charges	5,645	4,246	9,785	9,800
Materials & Supplies	21,209	35,154	64,215	62,350
Capital Outlay	24,281	40,617	12,000	5,000
Total Budgetary Costs	<u>\$ 894,670</u>	<u>\$ 803,719</u>	<u>\$ 1,032,670</u>	<u>\$ 1,097,392</u>

<b>Funding Sources</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Local	\$ 894,170	\$ 803,719	\$ 1,031,670	\$ 1,097,392
Charges for Services	500	-	1,000	-
Total Revenues	<u>\$ 894,670</u>	<u>\$ 803,719</u>	<u>\$ 1,032,670</u>	<u>\$ 1,097,392</u>

<b>Staffing Summary</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Full-Time Equivalents (FTE's)	3.00	15.00	15.00	15.00
Total Staffing	<u>3.00</u>	<u>15.00</u>	<u>15.00</u>	<u>15.00</u>

**Major Budget Variances**

- Funding for personnel reflects a 5.0% market adjustment and a fiscal year flat rate adjustment of \$1,500 per eligible full time equivalent employee, as well as an increase in Health & Dental costs.

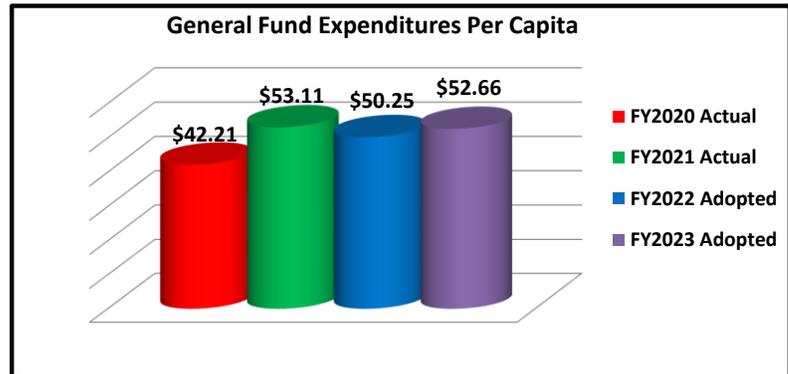
- Internal Services:

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

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

# Community Services

*The Community Services Department is responsible for the delivery or oversight of human services and programs by providing recreation and cultural enrichment opportunities for the residents of the County. This enrichment is accomplished through the cooperative efforts of the three Community Services divisions.*



## Department Overview

### Administration

- Enhancing the lives of individuals and families while bringing the community together.
- Oversees the administration of the divisions of **Children and Family Services, Housing and Neighborhood Revitalization, Juvenile Services, and Parks and Recreation.**
- Supports the Board's strategic priorities to generate quality educational opportunities, environmental resiliency, and excellent customer service.
- Provides oversight and liaison responsibilities with the Greater Williamsburg Chamber and Tourism Alliance, Colonial Behavioral Health, Olde Towne Medical and Dental Center, Peninsula Agency on Aging, the Virginia Cooperative Extension, Workforce Development and the Juvenile Court Services Unit to assure that the best interests of County government and the residents of York are served.

### Housing & Neighborhood Revitalization

- Develops and implements programs to ensure York County residents can age safely in place and improve their quality of life.
- Oversees and implement programs to assist first time home buyers.
- Inspect rental units to Housing Quality Standards. Make annual complaint and move-in inspections to ensure Housing Choice Voucher Program properties are being maintained to these standards.
- Seeks and/ or applies for grants.
- Assist eligible residents with emergency home repairs to prevent them from having to vacate their homes due to deterioration of the dwelling.

### Parks and Recreation

- Communicates with County residents and businesses, using a variety of media, to increase awareness and use of available parks, recreational services, and facilities. Monitors the use of facilities and citizen participation in existing programs to evaluate and maintain their success or make improvements.
- Protects open space, connecting public to nature, and engaging communities in conservation practices. Participates and directs the future planning efforts and capital investments to maintain greenspace and service levels of division.
- Supports the awareness of historic Yorktown and York County through an ongoing partnership with Tourism Development on a variety of marketing programs, promotional efforts, and signature special events.
- Operates, with support of community partners, the Senior Center of York as a place for active residents 55+ to engage in meaningful social, wellness, cultural, and educational activities to improve overall health and quality of life.
- Leads and manages County youth programs emphasizing sports, education, leadership, wellness, arts, and community engagement. Programs include Recreational Leagues; Summer Fun; Youth Commission; Health and Fitness Programs; Skate, Rattle & Roll; Instructional Classes; Environmental Education and Conservation classes.



**York County  
Departmental Budget Documents**

**Community Services - Administration**

<b>Budgetary Costs</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Personnel	\$ 284,378	\$ 246,844	\$ 372,345	\$ 354,024
Contractual Services	17,779	18,645	22,400	22,900
Internal Services	13,421	15,080	15,010	14,672
Other Charges	11,416	3,699	17,324	14,890
Materials & Supplies	949	7,194	1,650	1,750
Total Budgetary Costs	<u>\$ 327,943</u>	<u>\$ 291,462</u>	<u>\$ 428,729</u>	<u>\$ 408,236</u>

<b>Funding Sources</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Local	\$ 327,943	\$ 291,462	\$ 428,729	\$ 408,236
Total Revenues	<u>\$ 327,943</u>	<u>\$ 291,462</u>	<u>\$ 428,729</u>	<u>\$ 408,236</u>

<b>Staffing Summary</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Full-Time Equivalents (FTE's)	3.00	3.00	3.75	3.75
Total Staffing	<u>3.00</u>	<u>3.00</u>	<u>3.75</u>	<u>3.75</u>

**Major Budget Variances**

- Funding for personnel reflects a 5.0% market adjustment and a fiscal year flat rate adjustment of \$1,500 per eligible full time equivalent employee, as well as an increase in Health & Dental costs.

**York County  
Departmental Budget Documents**

**Community Services - Housing**

<b>Budgetary Costs</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Personnel	\$ 362,068	\$ 333,262	\$ 466,046	\$ <b>554,308</b>
Contractual Services	140,942	160,577	171,550	<b>172,750</b>
Internal Services	16,525	20,842	20,196	<b>29,661</b>
Other Charges	9,210	8,929	14,275	<b>14,585</b>
Materials & Supplies	5,243	14,856	6,510	<b>6,710</b>
Grants, Donations, & Insurance Recovery	81,279	1,253,920	-	-
Total Budgetary Costs	<u>\$ 615,267</u>	<u>\$ 1,792,386</u>	<u>\$ 678,577</u>	<u>\$ <b>778,014</b></u>

<b>Funding Sources</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Local	\$ 435,851	\$ 376,370	\$ 558,577	\$ <b>658,014</b>
Federal Aid & Grants	113,102	1,385,642	120,000	<b>120,000</b>
State Aid and Grants	66,314	30,374	-	-
Total Revenues	<u>\$ 615,267</u>	<u>\$ 1,792,386</u>	<u>\$ 678,577</u>	<u>\$ <b>778,014</b></u>

<b>Staffing Summary</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Full-Time Equivalents (FTE's)	6.00	6.00	6.50	<b>6.50</b>
Total Staffing	<u>6.00</u>	<u>6.00</u>	<u>6.50</u>	<u><b>6.50</b></u>

**Major Budget Variances**

- Funding for personnel reflects a 5.0% market adjustment and a fiscal year flat rate adjustment of \$1,500 per eligible full time equivalent employee, as well as an increase in Health & Dental costs.
- Also included in Personnel is funding for a Work as Required position to assist with client outreach and grant assistance.
- Internal Services:  
Information Technology is based on the proportionate share of allocated IT related charges such as service contracts for computer data circuits and network maintenance and purchases of data processing equipment. The allocation is based on the department's number of desktops and/or mobile units. The increase is attributable to the increase in number and costs of maintenance service contracts on new technology and additional cybersecurity measures.  
An increase in Vehicle Maintenance is due to an upward trend in fuel expenditures for the fleet allocated within the division.

**York County  
Departmental Budget Documents**

**Community Services - Parks & Recreation**

<b>Budgetary Costs</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Personnel	\$ 1,251,816	\$ 1,008,654	\$ 1,498,141	\$ 1,565,657
Contractual Services	87,025	60,833	146,940	148,090
Internal Services	94,969	71,404	104,017	134,013
Other Charges	46,567	29,988	97,585	104,320
Materials & Supplies	110,725	70,465	172,640	172,850
Leases & Rentals	371,699	374,902	388,995	387,500
Contributions/Committees/Direct Payments	6,000	6,000	4,000	4,000
Capital Outlay	17,956	-	-	-
Grants, Donations, & Insurance Recovery	-	398	-	-
Total Budgetary Costs	<u>\$ 1,986,757</u>	<u>\$ 1,622,644</u>	<u>\$ 2,412,318</u>	<u>\$ 2,516,430</u>

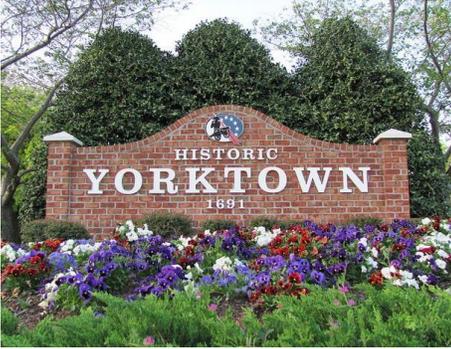
<b>Funding Sources</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Local	\$ 1,724,400	\$ 1,216,107	\$ 1,905,318	\$ 1,959,430
State Aid and Grants	4,500	4,500	-	-
Charges for Services	253,957	402,037	502,000	557,000
Use of Money & Property	-	-	5,000	-
Miscellaneous	3,900	-	-	-
Total Revenues	<u>\$ 1,986,757</u>	<u>\$ 1,622,644</u>	<u>\$ 2,412,318</u>	<u>\$ 2,516,430</u>

<b>Staffing Summary</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Full-Time Equivalents (FTE's)	12.00	12.00	12.00	12.00
Total Staffing	<u>12.00</u>	<u>12.00</u>	<u>12.00</u>	<u>12.00</u>

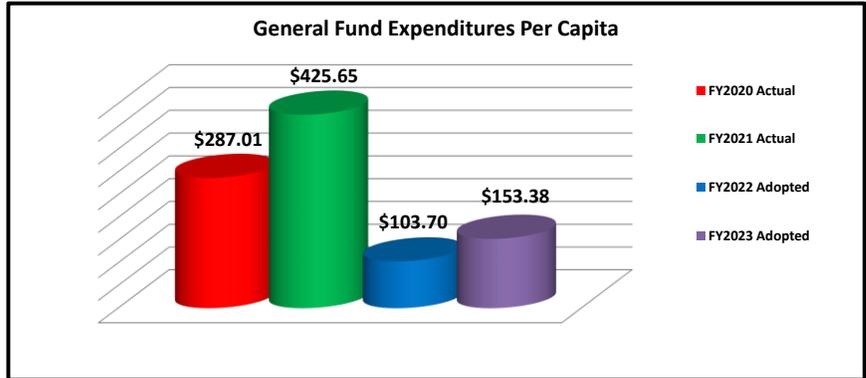
**Major Budget Variances**

• Funding for personnel reflects a 5.0% market adjustment and a fiscal year flat rate adjustment of \$1,500 per eligible full time equivalent employee, as well as an increase in Health & Dental costs.

# Capital Outlay & Non-Departmental



**Capital Outlay & Non-Departmental includes activities which are not specific to one department.**



## Department Overview

### Capital Outlay & Fund Transfers

- This activity accounts for certain capital projects and transfers to other funds. The General Fund makes an additional transfer to the Stormwater Management Fund for minor drainage improvements and pay as you go capital projects in the Capital Projects Fund. 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.

### Contributions

- **York County Arts Commission:** Programs supported in FY2022: 1718 Foundation, Art at the River/Committee, Chesapeake Bay Wind Ensemble, Fairfield Foundation, Fifes and Drums of Yorktown, Jamestown/Yorktown Foundation, Mariner's Museum, Natasha House, Opera in Wmsbg, Rainbow Puppet, Riverwalk Landing Business Association, Senior Center of York, VA Living Museum, VA Opera Association, VA Regional Ballet, VA Repertory Theatre, VA Stage Company, VA Symphony, Watermen's Museum, Williamsburg Choral Guild, Williamsburg Contemporary Art Center, Williamsburg Symphony Orchestra, Williamsburg Festival, Williamsburg Youth Orchestra, York County Public Library, York River Symphony Orchestra, Yorktown Arts Foundation, Yorktown Chorale and Young Audiences for Learning.
- **Hampton Roads Military & Federal Facilities:** Program to collectively focus area efforts on preserving and growing Federal capabilities within the Hampton Roads region.
- **Virginia Peninsula Community College:** Program provides funding for the college and support for the Peninsula Work Force Development Center and Virginia Peninsula Workforce Center.
- **YMCA:** Program provides a public-private partnership for York County residents.

### Non-Departmental Employee Benefits

- This activity accounts for the following: termination pay, retiree health & dental insurance, unemployment compensation, employee assistance program, safety committee program, administrative costs for flexible spending accounts, and other miscellaneous employee benefits.

### Appropriated Reserves

- This activity is responsible for accounting for contingencies.

### Emergencies & Disasters

- This activity accounts for FEMA related disasters as well as Pandemic related expenses and revenue.



**York County  
Departmental Budget Documents**

**Capital Outlay & Fund Transfers**

<b>Budgetary Costs</b>		<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Transfers to Other Funds		\$ 15,472,396	\$ 12,461,142	\$ 7,183,870	\$ 9,853,508
	Total Budgetary Costs	<u>\$ 15,472,396</u>	<u>\$ 12,461,142</u>	<u>\$ 7,183,870</u>	<u>\$ 9,853,508</u>

<b>Funding Sources</b>		<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Local		\$ 15,472,396	\$ 12,461,142	\$ 7,183,870	\$ 9,853,508
	Total Revenues	<u>\$ 15,472,396</u>	<u>\$ 12,461,142</u>	<u>\$ 7,183,870</u>	<u>\$ 9,853,508</u>

<b>Budgetary Cost by Activity</b>		<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Transfer to Tourism Fund		\$ -	\$ 500,000	\$ 300,000	\$ -
Transfer to Children & Family Services Fund		300,000	340,000	360,000	385,000
Transfer to Grants Fund		17,000	10,000	-	-
Transfer to County Debt Service Fund		4,481,831	3,753,445	3,423,870	5,268,508
Transfer to County Capital Fund		6,858,208	3,748,694	2,900,000	4,000,000
Transfer to Stormwater Fund		200,000	-	200,000	200,000
Transfer to IT Fund		100,000	-	-	-
Transfer to Yorktown Capital Improvements Fund		88,000	-	-	-
Transfer to Workers Compensation Fund		100,000	-	-	-
Transfer to Revenue Stabilization Fund		2,409,651	-	-	-
Transfer to Health & Dental Fund		-	3,000,000	-	-
Transfer to School Construction Fund		917,706	-	-	-
Transfer to School Debt Service Fund		-	1,109,003	-	-
	Total Budgetary Costs	<u>\$ 15,472,396</u>	<u>\$ 12,461,142</u>	<u>\$ 7,183,870</u>	<u>\$ 9,853,508</u>

**York County  
Departmental Budget Documents**

**Contributions**

<b>Budgetary Costs</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Contractual Services	\$ 175,000	\$ 75,000	\$ 215,000	\$ 155,000
Contributions/Committees/Direct Payments	170,503	170,421	170,765	170,960
Grants, Donations, & Insurance Recovery	70,105	57,658	70,000	70,000
Total Budgetary Costs	<u>\$ 415,608</u>	<u>\$ 303,079</u>	<u>\$ 455,765</u>	<u>\$ 395,960</u>

<b>Funding Sources</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Local	\$ 415,608	\$ 303,079	\$ 455,765	\$ 395,960
Total Revenues	<u>\$ 415,608</u>	<u>\$ 303,079</u>	<u>\$ 455,765</u>	<u>\$ 395,960</u>

**Major Budget Variances**

- A decrease in Contractual Services is attributed to the elimination of one time funding to Boys and Girls Club.

<b>Budgetary Cost by Activity</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
York County Arts Commission	\$ 70,105	\$ 57,658	\$ 70,000	\$ 70,000
YMCA-RF Wilkinson	75,000	75,000	75,000	75,000
YMCA-Victory	-	-	50,000	50,000
Boys & Girls Club	100,000	-	60,000	-
Hampton Roads Military & Federal Facilities	34,445	34,363	34,705	34,900
Zweibruken Exchange Program	-	-	30,000	30,000
Virginia Peninsula Community College (PKA TNCC)	136,058	136,058	136,060	136,060
Total Budgetary Costs	<u>\$ 415,608</u>	<u>\$ 303,079</u>	<u>\$ 455,765</u>	<u>\$ 395,960</u>

**York County  
Departmental Budget Documents**

**Non-Departmental**

<b>Budgetary Costs</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Personnel	\$ 378,118	\$ 273,851	\$ 429,055	\$ <b>830,500</b>
Contractual Services	17,596	27,421	40,000	<b>40,000</b>
Other Charges	53,265	47,286	55,075	<b>65,662</b>
Attrition Savings	-	-	(900,000)	<b>(900,000)</b>
Health Insurance Retirees/OPEB Trust Contributions	583,558	654,454	-	<b>500,000</b>
Total Budgetary Costs	<u>\$ 1,032,537</u>	<u>\$ 1,003,012</u>	<u>\$ (375,870)</u>	<u>\$ <b>536,162</b></u>

<b>Funding Sources</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Local	\$ 1,032,537	\$ 1,003,012	\$ (375,870)	\$ <b>536,162</b>
Total Revenues	<u>\$ 1,032,537</u>	<u>\$ 1,003,012</u>	<u>\$ (375,870)</u>	<u>\$ <b>536,162</b></u>

**Major Budget Variances**

- Increase in Personnel includes funding for reclassifications and market adjustments that may be needed throughout the year.
- Health Insurance Retirees/OPEB Trust Contributions were funded from the Health Insurance Fund in FY2022.

**York County**  
**Departmental Budget Documents**

**Appropriated Reserves**

<b><u>Budgetary Costs</u></b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Appropriation Reserves	\$ -	\$ 86,317	\$ 200,000	\$ <b>200,000</b>
Total Budgetary Costs	<u>\$ -</u>	<u>\$ 86,317</u>	<u>\$ 200,000</u>	<u>\$ <b>200,000</b></u>

<b><u>Funding Sources</u></b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Local	\$ -	\$ 86,317	\$ 200,000	\$ <b>200,000</b>
Total Revenues	<u>\$ -</u>	<u>\$ 86,317</u>	<u>\$ 200,000</u>	<u>\$ <b>200,000</b></u>

**Major Budget Variances**

- There are no significant changes programmed for FY2023.

**York County  
Departmental Budget Documents**

**Emergencies and Disasters**

<b>Budgetary Costs</b>		<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Pandemic Expenses		\$ 3,000,036	\$ 15,939,877	\$ -	\$ -
	Total Budgetary Costs	\$ 3,000,036	\$ 15,939,877	\$ -	\$ -

<b>Funding Sources</b>		<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Federal Aid & Grants		\$ 2,999,775	\$ 15,651,158	\$ -	\$ -
Interest on Deposits		3,872	8,374	-	-
	Total Revenues	\$ 3,003,647	\$ 15,659,532	\$ -	\$ -

<b>Budgetary Cost by Activity</b>		<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
FEMA		\$ 105,565	\$ 288,719	\$ -	\$ -
Coronavirus Relief (CARES ACT)		2,894,471	9,019,863	-	-
American Rescue Plan Act (ARPA)		-	6,631,295	-	-
	Total Budgetary Costs	\$ 3,000,036	\$ 15,939,877	\$ -	\$ -

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# TOURISM FUND 1204

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*This fund accounts for the revenues and expenditures relating to the County's tourism and economic development programs. This is accomplished through the divisions below.*



## **Department Overview**

Increase awareness of and visitation to Historic Yorktown and York County. Develop and manage all tourism activities including developing, planning, implementing and supporting regional and statewide marketing efforts. Evaluate marketing, advertising, special events and public relations programs to strengthen the position of York County as a premier travel and tourism destination.

Create a diverse economic base by the aggressive recruitment, expansion and retention of businesses, industries, and tourism, thus expanding the tax base and capital investment in the County and providing new employment opportunities for its citizens.

### **Tourism Development**

- Create and maintain brand awareness of Historic Yorktown and York County through marketing strategies, programs, promotions & events.
- Develop, manage and provide dynamic and innovative marketing and advertising programs which encourage visitation.
- Maintain communications between the County and its businesses, residents and visitors to create greater awareness and strengthen the community.

### **Economic Development**

- Improve the County's economy through the recruitment, expansion and retention of businesses and industries, thus expanding the commercial tax base in the County and providing new, quality employment opportunities for its residents.

### **Freight Shed**

- Provide private citizens, citizen groups and organizations as well as government-related users a gathering space for training, meetings, events, and private functions, at a reasonable rate when applicable. Support various County-sponsored community events.
- Provide support services for all rental reservations and oversee and schedule repairs and cleaning as needed.
- Establish and maintain reporting system and evaluation while maximizing rental revenue potential.

### **Events**

- Provide funding, support, management services for more than 80 events per calendar year in Yorktown either created and managed by Tourism staff or ongoing partnerships. Annual events created, managed, and funded by Tourism include: 4th of July Celebration, Yorktown Market Days, multiple concert series, festivals and arts shows. Provides platform for celebrations and recognition of various historically significant events.
- Coordinate with various County of York departments, divisions and contracted workers in planning of the events.
- Negotiate, administer and obtain bids for all contracts, equipment, food and permits. Develop and maintain a working plan and budget for events.
- Evaluate events for overall safety, effectiveness and efficiency as well as high-quality customer service delivery.

### **4th of July Celebration**

- Provides support for the 4th of July event in historic Yorktown. This is the largest attended annual event in Yorktown, including a race, parade, activities, entertainment and a fireworks show.

### **Yorktown Trolley Operations**

- Provides for the operation of three trolleys utilized to enhance the citizen and visitor experience by providing climate controlled transportation throughout Historic Yorktown. The trolleys help mitigate limited parking issues in and around Historic Yorktown. The ADA-accessible trolleys provide greater access for those with mobility challenges to visit Yorktown. Paratransit service is also available for those who qualify.

### **Waterfront Ambassador and Parking Attendant Services**

- Assist visitors with various needs such as providing area information and highlighting points of interest. Administer minor first aid and informs visitors of rules and regulations. Monitor and enforce Riverwalk parking terrace regulations. Provide area information and direct visitors to available parking and trolley stops. Assist in mitigating traffic congestion on Water Street.

### **Yorktown Revitalization**

- Funding for the transfer to the Yorktown Capital Improvements Fund for repayment toward an interfund loan.

### **Payments to Outside Entities**

- As directed by the Board, the Tourism Fund supports partner agencies and local attractions with funding for programs, events, and exhibits that increase visitation and create awareness of Yorktown.

**FUND BALANCE SUMMARY FISCAL YEARS 2022-2023**

<b>Beginning Fund Balance 7/1/2021</b>	<u>716,554</u>	
Projected FY2022 Funding Sources:		
Revenue	\$ 2,943,000	
Other financing sources	<u>300,000</u>	
	3,243,000	
Projected FY2022 Expenditures	<u>3,243,000</u>	
Net Change	<u>-</u>	
<b>Projected Fund Balance 6/30/2022</b>		\$ <u>716,554</u>
Projected FY2023 Funding Sources:		
Revenue	\$ 3,851,800	
Other financing sources	<u>543,187</u>	
	4,394,987	
Projected FY2023 Expenditures	<u>4,394,987</u>	
Net Change	<u>-</u>	
<b>Projected Fund Balance 6/30/2023</b>		\$ <u>716,554</u>



**York County**  
**Departmental Budget Documents**

**Tourism Fund**

<b>Budgetary Costs</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Personnel	\$ 659,206	\$ 687,872	\$ 886,420	\$ 1,380,705
Contractual Services	204,458	194,038	268,980	375,897
Internal Services	67,559	70,660	83,478	129,240
Other Charges	400,351	306,461	417,935	289,225
Materials & Supplies	49,186	13,651	58,460	68,372
Leases & Rentals	37,578	322	50,627	53,217
Contributions/Committees/Direct Payments	1,417,854	1,348,245	1,477,100	1,161,100
Capital Outlay	48,050	-	-	-
Transfers to Other Funds	-	-	-	937,231
Total Budgetary Costs	<u>\$ 2,884,242</u>	<u>\$ 2,621,249</u>	<u>\$ 3,243,000</u>	<u>\$ 4,394,987</u>

<b>Funding Sources</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Other Local Taxes	\$ 2,606,459	\$ 2,474,063	\$ 2,802,000	\$ 3,710,800
Use of Money & Property	69,266	68,739	141,000	141,000
Transfers from Other Funds	-	500,000	300,000	543,187
State Aid & Grants	-	30,000	-	-
Miscellaneous	-	4,325	-	-
Total Revenues	<u>\$ 2,675,725</u>	<u>\$ 3,077,127</u>	<u>\$ 3,243,000</u>	<u>\$ 4,394,987</u>

<b>Staffing Summary</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Economic Development	-	-	-	3.00
Freight Shed	-	2.00	2.00	2.00
Tourism Development	4.00	4.00	4.00	4.00
Events	-	1.50	1.50	1.50
Total Staffing	<u>4.00</u>	<u>7.50</u>	<u>7.50</u>	<u>10.50</u>

<b>Budgetary Costs By Activity</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Economic Development	\$ -	\$ -	\$ -	\$ 543,187
Freight Shed	174,096	127,628	192,042	238,279
Events	-	252,735	315,607	376,962
4th of July Celebration	69,553	15,150	183,291	192,501
Tourism Development	678,253	477,604	567,422	556,689
Yorktown Trolley Operations	101,436	94,887	102,538	154,038
Yorktown Revitalization	443,050	305,000	405,000	1,172,231
Payments to Outside Entities	1,417,854	1,348,245	1,477,100	1,161,100
Total Budgetary Costs by Activity	<u>\$ 2,884,242</u>	<u>\$ 2,621,249</u>	<u>\$ 3,243,000</u>	<u>\$ 4,394,987</u>

**York County**  
**Departmental Budget Documents**

**Tourism Development**

<b>Budgetary Costs</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Personnel	\$ 449,236	\$ 341,731	\$ 406,604	\$ 377,330
Contractual Services	194,415	106,831	113,970	127,300
Internal Services	9,141	19,471	25,278	27,144
Other Charges	14,272	7,858	17,160	20,305
Materials & Supplies	8,566	1,713	4,410	4,610
Leases & Rentals	2,623	-	-	-
Total Budgetary Costs	<u>\$ 678,253</u>	<u>\$ 477,604</u>	<u>\$ 567,422</u>	<u>\$ 556,689</u>

<b>Staffing Summary</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Full-Time Equivalents (FTE's)	4.00	4.00	4.00	4.00
Total Staffing	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>

<b>Budgetary Cost by Activity</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Tourism Development	\$ 678,253	\$ 477,604	\$ 567,422	\$ 556,689
Total Budgetary Costs	<u>\$ 678,253</u>	<u>\$ 477,604</u>	<u>\$ 567,422</u>	<u>\$ 556,689</u>

**Major Budget Variances**

- Funding for personnel reflects a 5.0% market adjustment and a fiscal year flat rate adjustment of \$1,500 per eligible, full-time equivalent employee, as well as an increase in Health & Dental costs.
- Contractual Services increased to return budget to the original pre-pandemic funding amount.
- Internal Services:  
An increase in Vehicle Maintenance is due to an upward trend in fuel expenditures for the fleet allocated within the division.

**York County  
Departmental Budget Documents**

**Economic Development**

<b>Budgetary Costs</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Personnel	\$ -	\$ -	\$ -	\$ 442,619
Contractual Services	-	-	-	41,305
Internal Services	-	-	-	18,296
Other Charges	-	-	-	38,145
Materials & Supplies	-	-	-	2,822
Total Budgetary Costs	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 543,187</u>

<b>Staffing Summary</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Full-Time Equivalents (FTE's)	-	-	-	3.00
Total Staffing	<u>-</u>	<u>-</u>	<u>-</u>	<u>3.00</u>

<b>Budgetary Cost by Activity</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Economic Development	\$ -	\$ -	\$ -	\$ 543,187
Total Budgetary Costs	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 543,187</u>

**Major Budget Variances**

- Funding for personnel reflects a 5.0% market adjustment and a fiscal year flat rate adjustment of \$1,500 per eligible, full-time equivalent employee, as well as an increase in Health & Dental costs.
- As part of a County reorganization, the operations of economic development were moved to the Tourism Fund and the department name was changed to the Department of Economic and Tourism Development. The reorganization provides a consolidated resource base and opportunities for a new way of doing business in the future. Previous years detailed budgets are included in the General Fund under the Department of Economic and Tourism Development.

**York County**  
**Departmental Budget Documents**

**Freight Shed**

<b>Budgetary Costs</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Personnel	\$ 169,007	\$ 113,790	\$ 171,042	\$ 216,229
Contractual Services	1,631	5,480	7,300	7,300
Internal Services	1,483	6,934	6,800	7,100
Other Charges	1,079	1,169	2,200	2,200
Materials & Supplies	896	255	4,700	5,450
Total Budgetary Costs	<u>\$ 174,096</u>	<u>\$ 127,628</u>	<u>\$ 192,042</u>	<u>\$ 238,279</u>

<b>Staffing Summary</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Full-Time Equivalents (FTE's)	-	2.00	2.00	2.00
Total Staffing	<u>-</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>

<b>Budgetary Cost by Activity</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Freight Shed	\$ 174,096	\$ 127,628	\$ 192,042	\$ 238,279
Total Budgetary Costs by Activity	<u>\$ 174,096</u>	<u>\$ 127,628</u>	<u>\$ 192,042</u>	<u>\$ 238,279</u>

**Major Budget Variances**

- Funding for personnel reflects a 5.0% market adjustment and a fiscal year flat rate adjustment of \$1,500 per eligible, full-time equivalent employee, as well as an increase in Health & Dental costs.
- An increase in Materials & Supplies is to provide funding for promotional supplies.

**York County  
Departmental Budget Documents**

**Events**

<b>Budgetary Costs</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Personnel	\$ -	\$ 180,779	\$ 182,412	\$ 214,165
Contractual Services	-	68,978	121,670	149,272
Internal Services	-	-	1,000	1,000
Other Charges	-	2,434	3,575	3,575
Materials & Supplies	-	544	4,700	6,700
Leases & Rentals	-	-	2,250	2,250
Total Budgetary Costs	<u>\$ -</u>	<u>\$ 252,735</u>	<u>\$ 315,607</u>	<u>\$ 376,962</u>

<b>Staffing Summary</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Full-Time Equivalents (FTE's)	-	1.50	1.50	1.50
Total Staffing	<u>-</u>	<u>1.50</u>	<u>1.50</u>	<u>1.50</u>

<b>Budgetary Cost by Activity</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Events	\$ -	\$ 252,735	\$ 315,607	\$ 376,962
Total Budgetary Costs	<u>\$ -</u>	<u>\$ 252,735</u>	<u>\$ 315,607</u>	<u>\$ 376,962</u>

**Major Budget Variances**

- Funding for personnel reflects a 5.0% market adjustment and a fiscal year flat rate adjustment of \$1,500 per eligible, full-time equivalent employee, as well as an increase in Health & Dental costs.
- Contractual Services increases this year are due to additional events being planned that were previously eliminated or postponed due to the Coronavirus Pandemic.

**York County**  
**Departmental Budget Documents**

**4th of July Celebration**

<b>Budgetary Costs</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Personnel	\$ -	\$ 1,176	\$ 74,624	\$ <b>74,624</b>
Contractual Services	(5,068)	2,749	16,040	<b>18,520</b>
Internal Services	379	-	400	<b>400</b>
Materials & Supplies	39,287	10,903	43,850	<b>47,990</b>
Leases & Rentals	34,955	322	48,377	<b>50,967</b>
Total Budgetary Costs	<u>\$ 69,553</u>	<u>\$ 15,150</u>	<u>\$ 183,291</u>	<u>\$ <b>192,501</b></u>

<b>Budgetary Cost by Activity</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
4th of July Celebration	\$ 69,553	\$ 15,150	\$ 183,291	\$ <b>192,501</b>
Total Budgetary Costs	<u>\$ 69,553</u>	<u>\$ 15,150</u>	<u>\$ 183,291</u>	<u>\$ <b>192,501</b></u>

**Major Budget Variances**

- Materials & Supplies increased to cover the rising cost of fireworks and tariffs upon such goods.
  
- Leases & Rentals increase is attributed to the increase in equipment costs.

**York County**  
**Departmental Budget Documents**

**Yorktown Trolley Operations**

<b>Budgetary Costs</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Personnel	\$ 40,963	\$ 50,396	\$ 51,738	\$ <b>55,738</b>
Contractual Services	3,480	-	-	<b>22,200</b>
Internal Services	56,556	44,255	50,000	<b>75,300</b>
Materials & Supplies	437	236	800	<b>800</b>
Total Budgetary Costs	<b>\$ 101,436</b>	<b>\$ 94,887</b>	<b>\$ 102,538</b>	<b>\$ 154,038</b>

<b>Budgetary Cost by Activity</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Yorktown Trolley Operations	\$ 101,436	\$ 94,887	\$ 102,538	\$ <b>154,038</b>
Total Budgetary Costs by Activity	<b>\$ 101,436</b>	<b>\$ 94,887</b>	<b>\$ 102,538</b>	<b>\$ 154,038</b>

**Major Budget Variances**

- Funding for personnel reflects a 5.0% market adjustment and a fiscal year flat rate adjustment of \$1,500 per eligible, full-time equivalent employee, as well as an increase in Health & Dental costs.
- Contractual Services increased to cover the cost of a federally mandated paratransit service.
- An increase in Internal Services is for the rise in costs of Trolley Maintenance and fuel.

**York County  
Departmental Budget Documents**

**Yorktown Revitalization**

<b><u>Budgetary Costs</u></b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Contractual Services	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
Other Charges	385,000	295,000	395,000	225,000
Capital Outlay	48,050	-	-	-
Transfers to Other Funds	-	-	-	937,231
Total Budgetary Costs	<b>\$ 443,050</b>	<b>\$ 305,000</b>	<b>\$ 405,000</b>	<b>\$ 1,172,231</b>

<b><u>Budgetary Cost by Activity</u></b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Yorktown Revitalization	\$ 443,050	\$ 305,000	\$ 405,000	\$ 1,172,231
Total Budgetary Costs by Activity	<b>\$ 443,050</b>	<b>\$ 305,000</b>	<b>\$ 405,000</b>	<b>\$ 1,172,231</b>

**Major Budget Variances**

- The Sheriff's Department has begun to implement a Yorktown patrol, therefore the overtime paid for this has been reduced in other charges.
- An increase in Transfers to Other Funds is for the repayment of an interfund loan.

**York County**  
**Departmental Budget Documents**

**Payments to Outside Entities**

<u>Budgetary Costs</u>	<u>FY 2020</u> <u>Actual</u>	<u>FY 2021</u> <u>Actual</u>	<u>FY 2022</u> <u>Adopted</u>	<u>FY 2023</u> <u>Adopted</u>
Contractual Services	\$ 1,417,854	\$ 1,348,245	\$ 1,477,100	<b>\$ 1,161,100</b>
Total Budgetary Costs	<u>\$ 1,417,854</u>	<u>\$ 1,348,245</u>	<u>\$ 1,477,100</u>	<u><b>\$ 1,161,100</b></u>

<u>Budgetary Cost by Activity</u>	<u>FY 2020</u> <u>Actual</u>	<u>FY 2021</u> <u>Actual</u>	<u>FY 2022</u> <u>Adopted</u>	<u>FY 2023</u> <u>Adopted</u>
Payments to Outside Entities	\$ 1,417,854	\$ 1,348,245	\$ 1,477,100	<b>\$ 1,161,100</b>
Total Budgetary Costs by Activity	<u>\$ 1,417,854</u>	<u>\$ 1,348,245</u>	<u>\$ 1,477,100</u>	<u><b>\$ 1,161,100</b></u>

**Major Budget Variances**

- A decrease in funding is due to the Regional PTR & Commitments payments, once paid from the Tourism Fund, being paid from the General Fund beginning in FY2023.

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# SOCIAL SERVICES

## FUND 1206



*This fund accounts for the revenues and expenditures relating to Social Services programs. This is accomplished through the divisions below.*

### Department Overview

#### **Administration**

- Provides a broad array of human service programs for county residents who have educational, emotional, financial, health and social needs.

#### **Public Assistance**

- Provides benefit programs for eligible persons such as Medicaid, Temporary Assistance to Needy Families (TANF), Supplemental Nutrition Assistance Program (SNAP), Energy Assistance, Emergency Assistance, TANF Foster Care, General Relief and Auxiliary Grants. Also, provides service programs including child and adult protective services (CPS & APS) and Prevention services, Foster Care, Adoption Subsidies, Guardianship, Court Services, Adult Services, Child Day Care, Intake Services and employment services (VIEW – Virginia Initiative for Education and Work).
- Residents who received SNAP, TANF or Medicaid benefits in State Fiscal Year 2021 was 10,685.

#### **Children's Services Act**

- To comply with the Children's Services Act by providing high quality, child centered, family focused, cost effective, community-based services to high-risk youth and their families.

FUND BALANCE SUMMARY FISCAL YEARS 2022-2023			
<b>Beginning Fund Balance 7/1/2021</b>	\$	705,733	
<b>Projected FY2022 Funding Sources:</b>			
Revenue	\$	304,000	
State & Federal		4,386,542	
Other financing sources		2,372,045	
		<u>7,062,587</u>	
<b>Projected FY2022 Expenditures</b>			
Net Change		<u>7,354,026</u>	
		<u>(291,439)</u>	
<b>Projected Fund Balance 6/30/2022</b>	\$		<u>414,294</u>
<b>Projected FY2023 Funding Sources:</b>			
Revenue	\$	302,000	
State & Federal		4,498,412	
Other financing sources		2,506,930	
		<u>7,307,342</u>	
<b>Projected FY2023 Expenditures</b>			
Net Change		<u>7,417,206</u>	
		<u>(109,864)</u>	
<b>Projected Fund Balance 6/30/2023</b>	\$		<u>304,430</u>



**York County**  
**Departmental Budget Documents**

**Social Services Fund**

<b>Budgetary Costs</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Personnel	\$ 4,726,175	\$ 4,735,487	\$ 5,401,316	\$ <b>5,476,267</b>
Contractual Services	37,539	30,807	43,400	<b>37,300</b>
Internal Services	93,054	92,383	101,076	<b>105,739</b>
Other Charges	1,436,901	1,370,303	1,706,234	<b>1,699,900</b>
Materials & Supplies	47,857	33,259	63,000	<b>59,000</b>
Leases & Rentals	38,183	37,631	39,000	<b>39,000</b>
Total Budgetary Costs	<b>\$ 6,379,709</b>	<b>\$ 6,299,870</b>	<b>\$ 7,354,026</b>	<b>\$ 7,417,206</b>

<b>Funding Sources</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
State Aid & Grants	\$ 1,467,922	\$ 1,502,268	\$ 1,742,410	\$ <b>1,836,348</b>
Federal Aid & Grants	2,619,715	2,549,096	2,644,132	<b>2,662,064</b>
Transfer From Other Funds	2,053,737	2,253,009	2,372,045	<b>2,506,930</b>
Charges for Services	490	450	-	-
Recovered Costs	294,755	285,516	304,000	<b>302,000</b>
Total Revenues	<b>\$ 6,436,619</b>	<b>\$ 6,590,339</b>	<b>\$ 7,062,587</b>	<b>\$ 7,307,342</b>

<b>Staffing Summary</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Social Services - Administration	62.70	60.90	62.40	<b>62.40</b>
Social Services - Children's Services Act	1.00	1.00	1.00	<b>1.00</b>
Total Staffing	<b>63.70</b>	<b>61.90</b>	<b>63.40</b>	<b>63.40</b>

<b>Budgetary Cost By Activity</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Social Services - Administration	\$ 4,898,003	\$ 4,879,618	\$ 5,640,236	\$ <b>5,726,778</b>
Social Services - Public Assistance	527,179	469,837	654,834	<b>657,000</b>
Social Services - Children's Services Act	954,527	950,415	1,058,956	<b>1,033,428</b>
Total Budgetary Costs by Activity	<b>\$ 6,379,709</b>	<b>\$ 6,299,870</b>	<b>\$ 7,354,026</b>	<b>\$ 7,417,206</b>

**York County**  
**Departmental Budget Documents**

**Social Services - Administration**

<b>Budgetary Costs</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Personnel	\$ 4,617,857	\$ 4,629,989	\$ 5,297,360	\$ 5,397,839
Contractual Services	37,539	30,807	43,400	37,300
Internal Services	93,054	92,383	101,076	105,739
Other Charges	63,513	55,549	96,400	87,900
Materials & Supplies	47,857	33,259	63,000	59,000
Leases & Rentals	38,183	37,631	39,000	39,000
Total Budgetary Costs	<u>\$ 4,898,003</u>	<u>\$ 4,879,618</u>	<u>\$ 5,640,236</u>	<u>\$ 5,726,778</u>

<b>Staffing Summary</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Full-Time Equivalents (FTE's)	62.70	62.70	62.40	62.40
Total Staffing	<u>62.70</u>	<u>62.70</u>	<u>62.40</u>	<u>62.40</u>

<b>Budgetary Cost By Activity</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Social Services - Administration	\$ 4,898,003	\$ 4,879,618	\$ 5,640,236	\$ 5,726,778
Total Budgetary Costs by Activity	<u>\$ 4,898,003</u>	<u>\$ 4,879,618</u>	<u>\$ 5,640,236</u>	<u>\$ 5,726,778</u>

**Major Budget Variances**

- Funding for personnel reflects a 5.0% market adjustment and a fiscal year flat rate adjustment of \$1,500 per eligible, full-time equivalent employee, as well as an increase in Health & Dental costs.

- Internal Services:

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

**York County  
Departmental Budget Documents**

**Social Services - Public Assistance**

<b><u>Budgetary Costs</u></b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Other Charges	\$ 527,179	\$ 469,837	\$ 654,834	\$ <b>657,000</b>
Total Budgetary Costs	<u>\$ 527,179</u>	<u>\$ 469,837</u>	<u>\$ 654,834</u>	<u>\$ <b>657,000</b></u>

<b><u>Budgetary Cost by Activity</u></b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Social Services - Public Assistance	\$ 527,179	\$ 469,837	\$ 654,834	\$ <b>657,000</b>
Total Budgetary Costs by Activity	<u>\$ 527,179</u>	<u>\$ 469,837</u>	<u>\$ 654,834</u>	<u>\$ <b>657,000</b></u>

**Major Budget Variances**

- There are no significant changes programmed for FY2023.

**York County**  
**Departmental Budget Documents**

**Social Services - Children's Services Act**

<b>Budgetary Costs</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Personnel	\$ 108,318	\$ 105,498	\$ 103,956	\$ 78,428
Other Charges	846,209	844,917	955,000	955,000
Total Budgetary Costs	<u>\$ 954,527</u>	<u>\$ 950,415</u>	<u>\$ 1,058,956</u>	<u>\$ 1,033,428</u>

<b>Staffing Summary</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Full-Time Equivalents (FTE's)	1.00	1.00	1.00	1.00
Total Staffing	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>

<b>Budgetary Cost By Activity</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Social Services - Children's Services Act	\$ 954,527	\$ 950,415	\$ 1,058,956	\$ 1,033,428
Total Budgetary Costs by Activity	<u>\$ 954,527</u>	<u>\$ 950,415</u>	<u>\$ 1,058,956</u>	<u>\$ 1,033,428</u>

**Major Budget Variances**

- A decrease in personnel costs is due to staff turnover.

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# GRANTS & DONATIONS FUND 1220



*This is a special revenue fund that accounts for various grant-funded programs. These include non-recurring grants, those that cross multiple years, and non-permanent personnel grants.*

## Department Overview

### Grants

- The following grants are included in this fund: Virginia DARE Program, PSAP Education Program (Virginia IT Agency), Four For Life, and Fire Funds.

FUND BALANCE SUMMARY FISCAL YEARS 2022-2023			
<b>Beginning Fund Balance 7/1/2021</b>	\$	1,427,605	
Projected FY2022 Funding Sources:			
State & Federal	\$	380,000	
Other financing sources		-	
		380,000	
Projected FY2022 Expenditures		380,000	
Net Change		-	
<b>Projected Fund Balance 6/30/2022</b>	\$		1,427,605
Projected FY2023 Funding Sources:			
State & Federal	\$	413,000	
Other financing sources		-	
		413,000	
Projected FY2023 Expenditures		413,000	
Net Change		-	
<b>Projected Fund Balance 6/30/2023</b>	\$		1,427,605



VIRGINIA  
IT AGENCY

**York County**  
**Departmental Budget Documents**

**Grant Fund**

<b>Budgetary Costs</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Personnel	\$ -	\$ 8,390	\$ -	\$ -
Contractual Services	32,571	-	-	-
Other Charges	37,879	90,399	-	-
Materials & Supplies	37,660	22,989	-	-
Leases & Rentals	2,876	-	-	-
Grants, Donations, & Insurance Recovery	1,084,357	889,391	380,000	<b>413,000</b>
Total Budgetary Costs	<b>\$ 1,195,343</b>	<b>\$ 1,011,169</b>	<b>\$ 380,000</b>	<b>\$ 413,000</b>

<b>Funding Sources</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
State Aid & Grants	\$ 452,530	\$ 512,339	\$ 380,000	<b>\$ 413,000</b>
Federal Aid & Grants	804,586	498,711	-	-
Transfers From Other Funds	17,000	10,000	-	-
Local	43,091	326,189	-	-
Use of Money & Property	7,098	1,843	-	-
Total Revenues	<b>\$ 1,324,305</b>	<b>\$ 1,349,082</b>	<b>\$ 380,000</b>	<b>\$ 413,000</b>

<b>Budgetary Cost By Activity</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Hazard Mitigation Grant Program	\$ 108	\$ -	\$ -	\$ -
Community Development Block Grant - Carver Gardens	435,374	231,541	-	-
Fire Programs (Aid to Localities)	169,597	185,339	220,000	<b>250,000</b>
UASI Unmanned Aircraft System Grant	299,260	-	-	-
Four for Life	16,242	494	60,000	<b>60,000</b>
Drug Abuse Resistance Education (DARE)	75,539	121,778	100,000	<b>100,000</b>
VDEM Radiological Preparedness Funds	9,537	13,649	-	-
VDH - Boating Infrastructure Grant	19,582	-	-	-
Assistance to Firefighters Grant	43,637	-	-	-
SHSP Unmanned Aircraft System Grant	21,430	34,472	-	-
Federal Asset Forfeiture - Sheriff's Office	8,647	29,475	-	-
JAG Grant	14,240	-	-	-
VDH - Pumpout Replacement	12,989	-	-	-
Rescue Squad Assistance Fund	12,765	-	-	-
Fire & Life Safety Donations	12,648	-	-	-
Bulletproof Vest Partnership	5,523	14,115	-	-
Library Donations	11,993	5,152	-	-
State Hazmat Programs - VDEM/VAHMRS	15,518	15,948	-	-
Safety Town Donations	3,884	2,664	-	-
PSAP Education Program	3,000	-	-	<b>3,000</b>
SALT	2,876	-	-	-
Sheriff's Office Donations	860	4,056	-	-
Parks & Rec Donations	97	-	-	-
Clerk of Court Records Preservation	-	16,126	-	-
UASI Radio Tower Grant	-	200,385	-	-
Plumbing Rehab Funding	-	20,187	-	-
Virginia DHCD Training Grant	-	1,562	-	-
Williamsburg Health Foundation Eviction Prevention	-	114,225	-	-
Total Budgetary Costs by Activity	<b>\$ 1,195,343</b>	<b>\$ 1,011,169</b>	<b>\$ 380,000</b>	<b>\$ 413,000</b>

**Major Budget Variances**

- The County applies for grants throughout the year as funding opportunities are made available, and the amount of grant funding is often unknown at the time of budget preparation. As funds are awarded to the County, they are appropriated into the budget in accordance with Board of Supervisors policy.

# LAW LIBRARY FUND 1207



*This fund accounts for the revenues and expenditures relating to the County's law library.*

FUND BALANCE SUMMARY FISCAL YEARS 2022-2023			
<b>Beginning Fund Balance 7/1/2021</b>	\$	28,361	
Projected FY2022 Funding Sources:			
Revenue	\$	9,150	
Projected FY2022 Expenditures		<u>6,000</u>	
Net Change		<u>3,150</u>	
<b>Projected Fund Balance 6/30/2022</b>			\$ 31,511
Projected FY2023 Funding Sources:			
Revenue	\$	6,000	
Projected FY2023 Expenditures		<u>6,000</u>	
Net Change		<u>-</u>	
<b>Projected Fund Balance 6/30/2023</b>			\$ 31,511



**York County**  
**Departmental Budget Documents**

**Law Library Fund**

<b>Budgetary Costs</b>		<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>
		<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Materials & Supplies		\$ 3,666	\$ 3,097	\$ 6,000	\$ <b>6,000</b>
Total Budgetary Costs		<u>\$ 3,666</u>	<u>\$ 3,097</u>	<u>\$ 6,000</u>	<u>\$ <b>6,000</b></u>

<b>Funding Sources</b>		<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>
		<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Fines & Forfeitures		\$ 7,412	\$ 5,981	\$ 9,000	\$ <b>5,900</b>
Use of Money & Property		177	42	150	<b>100</b>
Total Revenues		<u>\$ 7,589</u>	<u>\$ 6,023</u>	<u>\$ 9,150</u>	<u>\$ <b>6,000</b></u>

<b>Budgetary Cost By Activity</b>		<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>
		<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Law Library - Operations		\$ 3,666	\$ 3,097	\$ 6,000	\$ <b>6,000</b>
Total Budgetary Costs by Activity		<u>\$ 3,666</u>	<u>\$ 3,097</u>	<u>\$ 6,000</u>	<u>\$ <b>6,000</b></u>

**Major Budget Variances**

- There are no significant changes programmed for FY2023.

# CHILDREN & FAMILY SERVICES

## FUND 1205



*This fund accounts for the Head Start and USDA (food service) programs. Activity is generated through, grants, donations, and fundraisers. The funds are appropriated as received.*

### Department Overview

#### Head Start

- Providing quality opportunities to support children's school readiness and prepare them for a lifetime of learning.
- Strengthen York County families and Neighborhoods by offering families self-sufficiency skills and resources for supporting health, safety, and well-being of their family.
- Serve as a valuable resource (i.e., training, information, best practices) on early childhood development, early education and care for the child care community.
- 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.

FUND BALANCE SUMMARY FISCAL YEARS 2022-2023	
<b>Beginning Fund Balance 7/1/2021</b>	\$ 207,748
Projected FY2022 Funding Sources:	
Revenue	\$ 8,200
State & Federal	1,289,272
Other financing sources	360,000
	1,657,472
Projected FY2022 Expenditures	1,657,472
Net Change	-
<b>Projected Fund Balance 6/30/2022</b>	\$ 207,748
Projected FY2023 Funding Sources:	
Revenue	\$ 57,925
State & Federal	1,289,272
Other financing sources	385,000
	1,732,197
Projected FY2023 Expenditures	1,835,805
Net Change	(103,608)
<b>Projected Fund Balance 6/30/2023</b>	\$ 104,140



**York County**  
**Departmental Budget Documents**  
**Children & Family Services Fund**

<b>Budgetary Costs</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Personnel	\$ 1,263,128	\$ 1,294,015	\$ 1,358,371	\$ 1,553,057
Contractual Services	54,475	37,227	60,562	50,819
Internal Services	93,384	79,173	117,843	118,242
Other Charges	44,757	42,232	45,727	46,622
Materials & Supplies	59,525	152,565	74,969	67,065
Capital Outlay	69,746	12,869	-	-
Total Budgetary Costs	<u>\$ 1,585,015</u>	<u>\$ 1,618,081</u>	<u>\$ 1,657,472</u>	<u>\$ 1,835,805</u>

<b>Funding Sources</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Federal Aid & Grants	\$ 1,195,778	\$ 1,267,987	\$ 1,289,272	\$ 1,289,272
Transfer From Other Funds	300,000	340,000	360,000	385,000
Fund Balance	-	-	-	-
Use of Money & Property	3,628	213	1,800	1,800
Charges for Services	4,000	4,000	4,000	4,000
Miscellaneous	5,776	13,220	2,400	52,125
Total Revenues	<u>\$ 1,509,182</u>	<u>\$ 1,625,420</u>	<u>\$ 1,657,472</u>	<u>\$ 1,732,197</u>

<b>Staffing Summary</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Head Start	22.40	23.20	23.20	23.20
USDA Food Service	1.00	1.00	1.00	1.00
Total Staffing	<u>23.40</u>	<u>24.20</u>	<u>24.20</u>	<u>24.20</u>

<b>Budgetary Cost By Activity</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Head Start	\$ 1,473,665	\$ 1,530,788	\$ 1,569,205	\$ 1,741,913
USDA Food Service	111,350	87,293	88,267	93,892
Total Budgetary Costs by Activity	<u>\$ 1,585,015</u>	<u>\$ 1,618,081</u>	<u>\$ 1,657,472</u>	<u>\$ 1,835,805</u>

**York County**  
**Departmental Budget Documents**

**Head Start**

<b>Budgetary Costs</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Personnel	\$ 1,210,891	\$ 1,245,388	\$ 1,307,378	\$ 1,497,172
Contractual Services	20,746	18,420	41,653	32,019
Internal Services	93,384	79,173	117,843	118,242
Other Charges	44,757	42,232	45,727	46,622
Materials & Supplies	34,141	132,706	56,604	47,858
Capital Outlay	69,746	12,869	-	-
Total Budgetary Costs	<u>\$ 1,473,665</u>	<u>\$ 1,530,788</u>	<u>\$ 1,569,205</u>	<u>\$ 1,741,913</u>

<b>Staffing Summary</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Full-Time Equivalents (FTE's)	22.40	23.20	23.20	23.20
Total Staffing	<u>22.40</u>	<u>23.20</u>	<u>23.20</u>	<u>23.20</u>

<b>Budgetary Cost By Activity</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Head Start	\$ 1,473,665	\$ 1,530,788	\$ 1,569,205	\$ 1,741,913
Total Budgetary Costs by Activity	<u>\$ 1,473,665</u>	<u>\$ 1,530,788</u>	<u>\$ 1,569,205</u>	<u>\$ 1,741,913</u>

**Major Budget Variances**

• Funding for personnel reflects a 5.0% market adjustment and a fiscal year flat rate adjustment of \$1,500 per eligible, full-time equivalent employee, as well as an increase in Health & Dental costs. In addition, salaries were increased for minimum wage.

**York County  
Departmental Budget Documents**

**USDA Food Service**

<b>Budgetary Costs</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Personnel	\$ 52,237	\$ 48,627	\$ 50,993	\$ <b>55,885</b>
Contractual Services	33,729	18,807	18,909	<b>18,800</b>
Materials & Supplies	25,384	19,859	18,365	<b>19,207</b>
Total Budgetary Costs	<u>\$ 111,350</u>	<u>\$ 87,293</u>	<u>\$ 88,267</u>	<u>\$ <b>93,892</b></u>

<b>Staffing Summary</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Full-Time Equivalents (FTE's)	1.00	1.00	1.00	<b>1.00</b>
Total Staffing	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u><b>1.00</b></u>

<b>Budgetary Cost By Activity</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
USDA Food Service	\$ 111,350	\$ 87,293	\$ 88,267	\$ <b>93,892</b>
Total Budgetary Costs by Activity	<u>\$ 111,350</u>	<u>\$ 87,293</u>	<u>\$ 88,267</u>	<u>\$ <b>93,892</b></u>

**Major Budget Variances**

- Funding for personnel reflects a 5.0% market adjustment and a fiscal year flat rate adjustment of \$1,500 per eligible, full-time equivalent employee, as well as an increase in Health & Dental costs.

# COMMUNITY DEVELOPMENT AUTHORITY REVENUE ACCOUNT

## FUND 1208



*This fund accounts for the incremental tax revenues, collections of the special assessment levy and payments to the Marquis Community Development Authority's trustee.*

### Department Overview

#### Payments to Trustee and Transfers to Other Funds

- The Marquis Community Development Authority (the "Authority") was created pursuant to the Virginia Water and Waste Authorities Act (the "Act"), beginning with 15.2-5100 *et. seq.* of the Code of Virginia, 1950, by an ordinance adopted by York County's Board of Supervisors on December 19, 2006 as a Community Development Authority to promote and further the purposes of the Act.
- The Marquis Community Development Authority District (the "District") consists of a land area of approximately 222.85 acres in York County, Virginia just outside of the City of Williamsburg, Virginia. The Act provides that the Authority may issue bonds to finance infrastructure improvements located within or benefiting the District and the Board of Supervisors, at the request of the Authority, may levy and collect special assessments within the District and appropriate such sums to the Authority for use in paying the administrative expenses and debt service requirements in connection with any such bonds.
- On November 28, 2007, the Authority issued \$32,860,000 Revenue Bonds, Series 2007. The principal and interest on the 2007 bonds are not deemed to constitute a pledge of the faith and credit of York County and therefore the faith and credit of York County have not been pledged to the payment of the principal or interest on the 2007 bonds. The issuance of the 2007 bonds does not directly, indirectly or contingently obligate York County to levy any taxes or to make any appropriation for their payment except from the revenues and receipts pledged therefore. Pursuant to the Act, York County is expressly precluded from paying the principal of or interest on the 2007 bonds except from the special assessments and the incremental tax revenues collected.
- On March 1, 2012, the Bonds were restructured and reissued pursuant to a Restructuring Memorandum of Understanding, as amended by the First Amendment to Memorandum of Understanding, a Revised Rate and Method Apportionment, an Amended and Restate Continuing Disclosure Agreement, and a Second Supplemental Indenture of Trust among the bondholders, Marquis Williamsburg RE Holding LLC (as Property Owner), Authority, Trustee and County. Under the restructuring and reissuance terms, the original 2007 Bonds have been restructured and \$2,805,000 of the original Bonds have been redeemed.
- The Authority will cause incremental tax revenues to be collected and deposited in accordance with the Indenture and a Memorandum of Understanding with York County. This fund provides for a separate account into which the County will deposit incremental taxes and special assessment revenues generated by the Marquis Lifestyle Center. The County will then disburse those funds to the Trustee on behalf of the Authority, to be used for debt service on the bonds and administrative expenses.

FUND BALANCE SUMMARY FISCAL YEARS 2022-2023		
<b>Beginning Fund Balance 7/1/2021</b>	\$	-
Projected FY2022 Funding Sources:		
Revenue	\$	1,170,494
Projected FY2022 Expenditures		<u>1,170,494</u>
Net Change		<u>-</u>
<b>Projected Fund Balance 6/30/2022</b>	\$	-
Projected FY2023 Funding Sources:		
Revenue	\$	1,154,294
Projected FY2023 Expenditures		<u>1,154,294</u>
Net Change		<u>-</u>
<b>Projected Fund Balance 6/30/2023</b>	\$	<u>-</u>



**York County**  
**Departmental Budget Documents**

**Community Development Authority Revenue Account Fund**

<b>Budgetary Costs</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Transfers to Other Funds	\$ 166,192	\$ 171,106	\$ 176,240	\$ <b>181,530</b>
Payments to Trustee	929,052	1,005,897	994,254	<b>972,764</b>
Total Budgetary Costs	<b>\$ 1,095,244</b>	<b>\$ 1,177,003</b>	<b>\$ 1,170,494</b>	<b>\$ 1,154,294</b>

<b>Funding Sources</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
General Property Taxes	\$ 337,062	\$ 337,562	\$ 370,594	\$ <b>351,294</b>
Other Local Taxes	757,590	839,268	799,900	<b>803,000</b>
Use of Money & Property	592	172	-	-
Total Revenues	<b>\$ 1,095,244</b>	<b>\$ 1,177,002</b>	<b>\$ 1,170,494</b>	<b>\$ 1,154,294</b>

<b>Budgetary Cost By Activity</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Trustee Payments	\$ 929,052	\$ 1,005,897	\$ 994,254	\$ <b>972,764</b>
Transfer to Other Funds	166,192	171,106	176,240	<b>181,530</b>
Total Budgetary Costs by Activity	<b>\$ 1,095,244</b>	<b>\$ 1,177,003</b>	<b>\$ 1,170,494</b>	<b>\$ 1,154,294</b>

# COUNTY DEBT SERVICE

## FUND 1300



*This fund accounts for the issuance and repayment of debt for the County's public buildings, facilities and equipment.*

### Department Overview

#### County Debt Service Activities

- A borrowing closed in May 2022.

FUND BALANCE SUMMARY FISCAL YEARS 2022-2023			
<b>Beginning Fund Balance 7/1/2021</b>		\$	668,178
Projected FY2022 Funding Sources:			
Local		\$	-
State & Federal			-
Other financing sources			3,423,870
			3,423,870
Projected FY2022 Expenditures			3,423,870
Net Change			-
<b>Projected Fund Balance 6/30/2022</b>		\$	668,178
Projected FY2023 Funding Sources:			
Local		\$	-
State and Federal			-
Other financing sources			5,268,508
			5,268,508
Projected FY2023 Expenditures			5,268,508
Net Change			-
<b>Projected Fund Balance 6/30/2023</b>		\$	668,178

## Debt Policy Tax Supported Debt

**Board Policy 14-26:**

- Prohibits use of long-term debt or tax revenue anticipation notes (TRANS) to fund current operations
- Emphasizes **pay-as-you-go** capital funding
- Term of debt will not exceed useful life of assets financed
- Annual debt service expenditures for all General Fund supported debt should not exceed **10% of the total General Fund** expenditure budget
- Outstanding principal of General Fund supported debt will not exceed **3.0% of assessed valuation of taxable property**

**York County**  
**Departmental Budget Documents**

**County Debt Service Fund**

<b>Budgetary Costs</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Debt Service	\$ 3,536,581	\$ 4,055,277	\$ 3,423,870	\$ 5,268,508
Total Budgetary Costs	<u>\$ 3,536,581</u>	<u>\$ 4,055,277</u>	<u>\$ 3,423,870</u>	<u>\$ 5,268,508</u>

<b>Funding Sources</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Transfer From Other Funds	\$ 4,481,831	\$ 3,753,445	\$ 3,423,870	\$ 5,268,508
Use of Money & Property	1,870	11	-	-
Total Revenues	<u>\$ 4,483,701</u>	<u>\$ 3,753,456</u>	<u>\$ 3,423,870</u>	<u>\$ 5,268,508</u>

<b>Budgetary Cost By Activity</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
2010 Capital Lease	\$ 475,890	\$ 442,973	\$ -	\$ -
2014 Lease Revenue Bond Refunding Bonds	1,294,550	1,296,100	1,295,100	1,297,300
2016A VRA Lease Revenue Bond	1,211,309	1,208,919	1,203,560	1,201,279
2018 VRA Lease Revenue Bond	554,832	553,437	555,755	557,300
2016 Lease Purchase	-	462,025	-	-
2020 VRA Lease Revenue Bond	-	91,823	164,120	165,660
2021 VRA Lease Revenue Bond	-	-	205,335	-
2021 Capital Lease	-	-	-	549,569
2022 VRA Lease Revenue Bond	-	-	-	1,497,400
Total Budgetary Cost by Activity	<u>\$ 3,536,581</u>	<u>\$ 4,055,277</u>	<u>\$ 3,423,870</u>	<u>\$ 5,268,508</u>

# SCHOOL DEBT SERVICE

## FUND 1301



*This fund accounts for the issuance and repayment of debt for the construction and maintenance of educational facilities.*

FUND BALANCE SUMMARY FISCAL YEARS 2022-2023			
<b>Beginning Fund Balance 7/1/2021</b>	\$	<u>356,674</u>	
Projected FY2022 Funding Sources:			
Local	\$	-	
State & Federal		229,425	
Other financing sources		<u>17,999,450</u>	
		18,228,875	
Projected FY2022 Expenditures		<u>18,228,875</u>	
Net Change		<u>-</u>	
<b>Projected Fund Balance 6/30/2022</b>	\$	<u>356,674</u>	
Projected FY2023 Funding Sources:			
Local	\$	-	
State and Federal		237,423	
Other financing sources		<u>19,035,648</u>	
		19,273,071	
Projected FY2023 Expenditures		<u>19,273,071</u>	
Net Change		<u>-</u>	
<b>Projected Fund Balance 6/30/2023</b>	\$	<u>356,674</u>	



**York County**  
**Departmental Budget Documents**

**School Debt Service Fund**

<b>Budgetary Costs</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Transfers to Other Funds	\$ 8,000,000	\$ 9,728,904	\$ 9,640,920	<b>\$ 10,688,000</b>
Debt Service	7,099,978	7,663,195	8,587,955	<b>8,585,071</b>
Total Budgetary Costs	<b>\$ 15,099,978</b>	<b>\$ 17,392,099</b>	<b>\$ 18,228,875</b>	<b>\$ 19,273,071</b>

<b>Funding Sources</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
State Aid & Grants	\$ 158,734	\$ 170,696	\$ 169,955	<b>\$ 177,953</b>
Federal Aid & Grants	56,182	56,082	59,470	<b>59,470</b>
Non-Revenue Receipts	8,000,000	9,789,822	9,640,920	<b>10,688,000</b>
Transfer From Other Funds	6,841,066	7,611,386	8,358,530	<b>8,347,648</b>
Total Revenues	<b>\$ 15,055,982</b>	<b>\$ 17,627,986</b>	<b>\$ 18,228,875</b>	<b>\$ 19,273,071</b>

<b>Budgetary Cost By Activity</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
2019B VPSA Refunding 2002	\$ 598,395	\$ 598,327	\$ 602,560	<b>\$ 599,791</b>
2019B VPSA Refunding 2003	308,105	310,840	307,325	<b>308,173</b>
2005 VPSA School Borrowing	1,175,840	1,171,215	1,174,295	<b>1,174,825</b>
2010 VPSA School Borrowing	124,472	124,472	125,475	<b>124,472</b>
2012 VPSA School Borrowing	526,839	522,194	526,790	<b>525,505</b>
2014 VPSA School Borrowing	631,023	629,484	632,060	<b>633,629</b>
2014B VPSA Refunding	841,622	844,870	845,990	<b>845,627</b>
2015A VPSA Refunding	436,499	432,054	431,940	<b>435,890</b>
2016 VPSA School Borrowing	792,993	791,782	794,505	<b>791,024</b>
2017 VPSA School Borrowing	571,845	573,084	573,745	<b>573,289</b>
2018 VPSA School Borrowing	560,564	562,037	563,755	<b>559,389</b>
2016B VPSA Refunding	293,165	296,781	294,900	<b>297,584</b>
2019 VPSA School Borrowing	225,092	558,848	556,475	<b>558,472</b>
2020 VPSA School Borrowing	13,524	170,264	528,650	<b>529,580</b>
2021 VPSA School Borrowing	-	1,025	629,490	<b>567,821</b>
Issue Costs	-	75,918	-	<b>60,000</b>
Transfer to Other Funds	8,000,000	9,728,904	9,640,920	<b>10,688,000</b>
Total Budgetary Cost by Activity	<b>\$ 15,099,978</b>	<b>\$ 17,392,099</b>	<b>\$ 18,228,875</b>	<b>\$ 19,273,071</b>

# STORMWATER MANAGEMENT FUND 1501



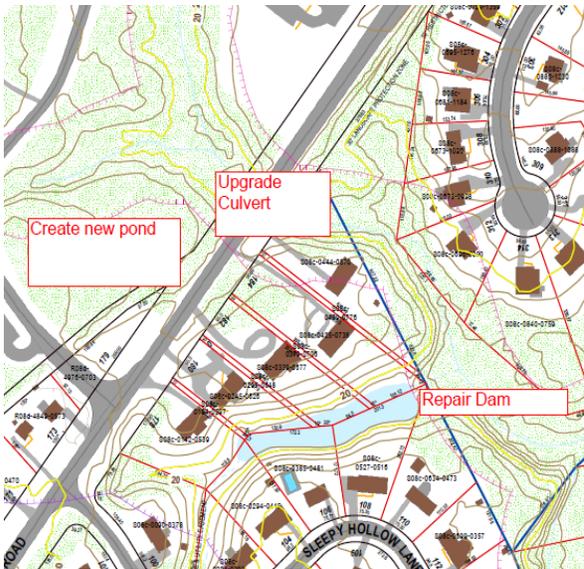
*This fund accounts for the revenue and expenditures for stormwater projects.*

## Department Overview

### Capital Projects

- Funding is provided for minor drainage projects, payment for services to Hampton Roads Planning District Commission, and maintenance of the Lowe's and International Center stormwater ponds (supported by revenue from the property owners). Planned projects include Goodwin Neck/Rosewood, Celestial Way Stream Restoration, and various TMDL and Stormwater Maintenance projects.

FUND BALANCE SUMMARY FISCAL YEARS 2022-2023	
<b>Beginning Fund Balance 7/1/2021</b>	\$ <u>5,343,816</u>
<b>Projected FY2022 Funding Sources:</b>	
Revenue	\$ 1,278,000
State & Federal	-
Other financing sources	<u>200,000</u>
	1,478,000
<b>Projected FY2022 Expenditures</b>	<u>3,259,640</u>
<b>Net Change</b>	<u>(1,781,640)</u>
<b>Projected Fund Balance 6/30/2022</b>	\$ <u>3,562,176</u>
<b>Projected FY2023 Funding Sources:</b>	
Revenue	\$ 758,000
State & Federal	-
Other financing sources	<u>200,000</u>
	958,000
<b>Projected FY2023 Expenditures</b>	<u>969,640</u>
<b>Net Change</b>	<u>(11,640)</u>
<b>Projected Fund Balance 6/30/2023</b>	\$ <u>3,550,536</u>



**Goodwin Neck/Rosewood**



**Celestial Way Stream Restoration**

**York County**  
**Departmental Budget Documents**

**Stormwater Management Fund**

<b>Budgetary Costs</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Contractual Services	\$ 12,509	\$ 12,496	\$ 11,640	\$ 11,640
Capital Outlay	4,125,381	690,902	3,248,000	958,000
Total Budgetary Costs	<u>\$ 4,137,890</u>	<u>\$ 703,398</u>	<u>\$ 3,259,640</u>	<u>\$ 969,640</u>

<b>Funding Sources</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Transfers From Other Funds	\$ 600,000	\$ -	\$ 200,000	\$ 200,000
Other Local Taxes	1,493,198	2,187,133	1,250,000	730,000
State Aid & Grants	1,314,121	(10,396)	-	-
Miscellaneous	150	-	-	-
Use of Money & Property	27,718	6,829	-	-
Charges For Services	2,700	103,898	28,000	28,000
Total Revenues	<u>\$ 3,437,887</u>	<u>\$ 2,287,464</u>	<u>\$ 1,478,000</u>	<u>\$ 958,000</u>

<b>Budgetary Cost by Activity</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Wormley Creek Headwaters	\$ 1,120,207	\$ -	\$ -	\$ -
In-house Stormwater construction & maintenance & TMDL projects	191,989	228,838	600,000	200,000
Victory Industrial Park	1,790,659	-	-	-
Seige Lane	29,380	7,038	800,000	-
Charles Brown Park	13,584	217,777	-	-
Poquoson River Culverts	20,632	5,000	-	-
Celestial Way Stream Restoration	-	-	-	230,000
Equipment Replacement	-	80,434	70,000	-
Larkin Woods Stream Restoration	-	-	750,000	-
Tabb Lakes/King's Bottom	-	-	750,000	-
Wormley Creek - Edgehill	66,357	8,124	250,000	-
Goodwin Neck/Rosewood	39,105	20,294	-	500,000
Greensprings Stream Restoration	850,768	19,500	-	-
Lowe's/Walmart Pond	1,400	700	8,000	8,000
BMP 3/3A - International Center	1,300	103,197	20,000	20,000
Total Budgetary Costs	<u>\$ 4,125,381</u>	<u>\$ 690,902</u>	<u>\$ 3,248,000</u>	<u>\$ 958,000</u>

# YORKTOWN CAPITAL IMPROVEMENTS FUND 1520



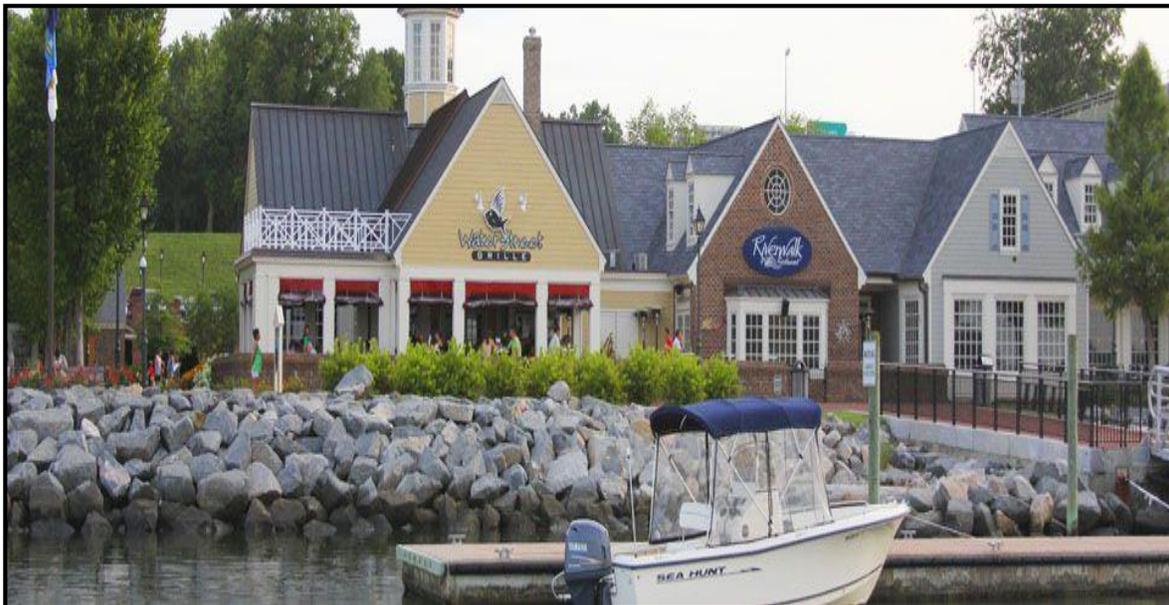
*This fund accounts for the revenues and expenditures relating to the County's capital improvement program, specifically for the waterfront.*

## Department Overview

### Capital Projects

- There are no new projects planned in FY2023.

FUND BALANCE SUMMARY FISCAL YEARS 2022-2023			
<b>Beginning Fund Balance 7/1/2021</b>	\$	(3,509,294)	
Projected FY2022 Funding Sources:			
Other financing sources	\$	-	
Projected FY2022 Expenditures		-	
Net Change		-	
<b>Projected Fund Balance 6/30/2022</b>			\$ (3,509,294)
Projected FY2023 Funding Sources:			
Other financing sources	\$	937,231	
Projected FY2023 Expenditures		937,231	
Net Change		-	
<b>Projected Fund Balance 6/30/2023</b>			\$ (3,509,294)



**York County  
Departmental Budget Documents**

**Yorktown Capital Improvements**

<b>Budgetary Costs</b>		<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Capital Outlay		\$ 337,037	\$ -	\$ -	\$ 937,231
	Total Budgetary Costs	<u>\$ 337,037</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 937,231</u>

<b>Funding Sources</b>		<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Transfers From Other Funds		\$ -	\$ -	\$ -	\$ 937,231
Use of Money & Property		11,081	7,024	-	-
	Total Revenues	<u>\$ 11,081</u>	<u>\$ 7,024</u>	<u>\$ -</u>	<u>\$ 937,231</u>

**Major Budget Variances**

- A transfer from the Tourism Fund for repayment toward an interfund loan is programmed for FY2023.

# COUNTY CAPITAL FUND 1500



*This fund accounts for the revenues and expenditures relating to the County's capital improvement program. Water, sewer and stormwater projects are accounted for in those respective funds.*

## Department Overview

### Capital Projects

- Funding is provided for construction and or the acquisition of facilities and equipment in areas such as facilities maintenance, public safety, and parks and recreation.

FUND BALANCE SUMMARY FISCAL YEARS 2022-2023	
<b>Beginning Fund Balance 7/1/2021</b>	<u>\$ 24,723,313</u>
Projected FY2022 Funding Sources:	
State & Federal	\$ 727,500
Anticipated borrowings	5,750,000
Transfers from other Funds	2,900,000
Other financing sources	<u>45,000</u>
	9,422,500
Projected FY2022 Expenditures	<u>10,920,000</u>
Net Change	<u>(1,497,500)</u>
<b>Projected Fund Balance 6/30/2022</b>	<b>\$ 23,225,813</b>
Projected FY2023 Funding Sources:	
State & Federal	\$ 211,377
Anticipated borrowings	22,750,000
Transfers from other Funds	4,250,000
Other financing sources	<u>1,070,000</u>
	28,281,377
Projected FY2023 Expenditures	<u>36,405,000</u>
Net Change	<u>(8,123,623)</u>
<b>Projected Fund Balance 6/30/2023</b>	<b>\$ 15,102,190</b>



**Law Enforcement Building**



**Public Safety Equipment**

**York County**  
**Departmental Budget Documents**

**County Capital Fund**

<b>Budgetary Costs</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Capital Outlay	\$ 10,920,811	\$ 4,127,681	\$ 10,920,000	<b>\$ 36,405,000</b>
Transfers to Other Funds	400,000	-	-	-
Total Budgetary Costs	<b>\$ 11,320,811</b>	<b>\$ 4,127,681</b>	<b>\$ 10,920,000</b>	<b>\$ 36,405,000</b>

<b>Funding Sources</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Transfers From Other Funds	\$ 6,858,208	\$ 3,748,694	\$ 2,900,000	<b>\$ 4,250,000</b>
Non-Revenue Receipts	2,676,419	265,500	5,750,000	<b>22,750,000</b>
Recovered Costs	48,682	87,586	45,000	<b>1,070,000</b>
State & Federal Aid & Grants	312,196	241,769	727,500	<b>211,377</b>
Miscellaneous	10,000	-	-	-
Use of Money & Property	197,364	38,717	-	-
Total Revenues	<b>\$ 10,102,869</b>	<b>\$ 4,382,266</b>	<b>\$ 9,422,500</b>	<b>\$ 28,281,377</b>

<b>Budgetary Cost by Activity</b>	<b>FY2020 Actual</b>	<b>FY2021 Actual</b>	<b>FY2022 Adopted</b>	<b>FY2023 Adopted</b>
Law Enforcement Building	\$ 80,645	\$ 812,574	\$ 3,000,000	<b>\$ 22,000,000</b>
Fire & Life Safety Fire Apparatus Replacement	2,470,787	140,371	1,500,000	<b>1,500,000</b>
Riverwalk Landing Restaurant Renovation	-	-	-	<b>4,000,000</b>
Planning/Development Services Building Improvements	-	4,490	-	<b>3,500,000</b>
P25 LIFECYCLE SPEND (Regional Radio Project)	589,714	65,427	1,000,000	<b>1,000,000</b>
Fire & Life Safety Equipment	1,264,119	680,233	280,000	<b>425,000</b>
Public Works - Building Maintenance & Repair	560,681	229,887	600,000	<b>605,000</b>
Highway & Other Transportation Improvements	390,472	593,400	1,000,000	-
Fire & Life Safety Grafton Fire Station Replacement	1,806,563	25,502	-	-
Facilities Relocation/IT Consolidation	1,041,124	-	-	<b>400,000</b>
Yorktown Library Expansion	73,337	41,432	1,250,000	-
General Economic Development Activities	500,000	-	250,000	<b>250,000</b>
Underground Utilities	-	-	-	<b>1,000,000</b>
Miscellaneous Capital Projects	143,448	70,268	440,000	<b>415,000</b>
Fire & Life Safety Backup Power-Emer Shelter & Disaster Support	728,369	-	100,000	<b>100,000</b>
Transportation Infrastructure Improvements	-	195,270	350,000	<b>350,000</b>
Public Works - HVAC Replacement	37,452	301,688	360,000	<b>165,000</b>
County Fire Alarm & Security Upgrades	304,928	33,314	100,000	<b>125,000</b>
Public Works - Parking Lot Repair	177,068	54,187	200,000	<b>100,000</b>
Yorktown Improvements (Fishing Pier, Picnic Area, Signage, etc.)	69,360	198,135	150,000	<b>10,000</b>
Financial Software Upgrade	193,894	24,281	200,000	-
Sheriff's Equipment Replacement (MDT's & AED's)	409,425	-	-	-
Yorktown Trolley Replacement	4,120	351,748	-	-
Grounds Maintenance Machinery & Equipment Replacement	35,354	93,508	80,000	<b>90,000</b>
Video Services Equipment Replacements	34,549	16,604	60,000	<b>130,000</b>
Finance & Admin Building Improvements	273	195,364	-	-
Roof Repair & Replacement	5,130	-	-	<b>185,000</b>
Back Creek Park Boat Landing Maintenance/Park Improvements	-	-	-	<b>30,000</b>
Expansion of Firing Range	-	-	-	<b>25,000</b>
Total Budgetary Costs	<b>\$ 10,920,811</b>	<b>\$ 4,127,681</b>	<b>\$ 10,920,000</b>	<b>\$ 36,405,000</b>

# REVENUE STABILIZATION RESERVE FUND 1201



*This fund accounts for local funds equal to the excess of Federal Impact Aid receipts returned by the School Division at the close of any fiscal year. When applicable, expenditures reflect funds transferred to the School Division for school capital projects, which are typically repaid with future receipts.*

FUND BALANCE SUMMARY FISCAL YEARS 2022-2023	
<b>Beginning Fund Balance 7/1/2021</b>	<u>\$ 8,585,686</u>
Projected FY2022 Funding Sources:	
Revenue	\$ -
Other financing sources	-
	<u>-</u>
Projected FY2022 Expenditures	-
Net Change	<u>-</u>
<b>Projected Fund Balance 6/30/2022</b>	<u>\$ 8,585,686</u>
Projected FY2023 Funding Sources:	
Revenue	\$ -
Other financing sources	-
	<u>-</u>
Projected FY2023 Expenditures	-
Net Change	<u>-</u>
<b>Projected Fund Balance 6/30/2023</b>	<u>\$ 8,585,686</u>



**York County  
Departmental Budget Documents**

**Revenue Stabilization Fund**

<b><u>Budgetary Costs</u></b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Transfers to Other Funds	\$ 1,545,300	\$ -	\$ -	\$ -
Transfers - School Operations	200,000	-	-	-
Total Budgetary Costs	<u>\$ 1,745,300</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

<b><u>Funding Sources</u></b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Use of Money & Property	\$ 55,000	\$ -	\$ -	\$ -
Total Revenues	<u>\$ 55,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

<b><u>Budgetary Cost By Activity</u></b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Transfers Out	\$ 1,745,300	\$ -	\$ -	\$ -
Total Budgetary Costs by Activity	<u>\$ 1,745,300</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

# VEHICLE MAINTENANCE FUND 1704

*This fund accounts for the revenue and expenses of vehicle maintenance for internal customers and a small number of external customers.*



## Department Overview

### Vehicle & Equipment Maintenance

- Provides services for maintaining the cars, trucks, fire and rescue apparatus, trailers, mowers, gators, and other miscellaneous equipment.
- Provides services for maintaining of construction equipment such as loaders, bulldozers and backhoes.
- Maintains fleet information management systems.
- Repair and replacement of fuel sites outside of maintenance contract.
- Manages the towing contract services for County vehicles and equipment.
- Coordinates the purchasing of cars, trucks, rescue apparatus, and other miscellaneous equipment.

FUND BALANCE SUMMARY FISCAL YEARS 2022-2023	
<b>Beginning Fund Balance 7/1/2021</b>	\$ 2,908,779
Projected FY2022 Funding Sources:	
Revenue	\$ 4,798,720
Other financing sources	150,000
	4,948,720
Projected FY2022 Expenditures	4,948,720
Net Change	-
<b>Projected Fund Balance 6/30/2022</b>	<b>\$ 2,908,779</b>
Projected FY2023 Funding Sources:	
Revenue	\$ 5,767,221
Other financing sources	150,000
	5,917,221
Projected FY2023 Expenditures	6,375,984
Net Change	(458,763)
<b>Projected Fund Balance 6/30/2023</b>	<b>\$ 2,450,016</b>



**York County  
Departmental Budget Documents**

**Vehicle Maintenance Fund**

<b>Budgetary Costs</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Personnel	\$ 1,125,777	\$ 1,202,582	\$ 1,255,105	\$ 1,329,650
Contractual Services	402,763	385,598	502,250	474,150
Internal Services	60,601	65,808	77,758	56,784
Other Charges	171,333	198,633	247,810	241,750
Materials & Supplies	1,358,857	1,182,076	2,027,797	2,733,650
Capital Outlay	560,462	618,546	688,000	1,390,000
Insurance Recovery	119,037	106,787	150,000	150,000
Total Budgetary Costs	<u>\$ 3,798,830</u>	<u>\$ 3,760,030</u>	<u>\$ 4,948,720</u>	<u>\$ 6,375,984</u>

<b>Funding Sources</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Non-Revenue Receipts	\$ 67,645	\$ 108,607	\$ 150,000	\$ 150,000
Transfer From Other Funds	33,090	-	-	-
Use of Money & Property	36,579	9,157	35,000	25,000
Charges for Services	3,845,492	4,506,113	4,763,720	5,742,221
Total Revenues	<u>\$ 3,982,806</u>	<u>\$ 4,623,877</u>	<u>\$ 4,948,720</u>	<u>\$ 5,917,221</u>

<b>Staffing Summary</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Fleet Support Services	12.05	12.05	13.40	13.40
Total Staffing	<u>12.05</u>	<u>12.05</u>	<u>13.40</u>	<u>13.40</u>

<b>Budgetary Cost By Activity</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Fleet Support Services	\$ 3,798,830	\$ 3,760,030	\$ 4,948,720	\$ 6,375,984
Total Budgetary Costs by Activity	<u>\$ 3,798,830</u>	<u>\$ 3,760,030</u>	<u>\$ 4,948,720</u>	<u>\$ 6,375,984</u>

**Major Budget Variances**

- Funding for personnel reflects a 5.0% market adjustment and a fiscal year flat rate adjustment of \$1,500 per eligible full time equivalent employee, as well as an increase in Health & Dental costs.
- Capital Outlay includes the replacement of one of the fuel stations as well as an increase in costs and numbers of vehicles needing replacement.
- Materials and Supplies increase is attributed to the increase in fuel costs.
- Note: Actual amounts above are presented on full accrual basis; budgeted amounts above are presented on modified accrual basis.

# INFORMATION TECHNOLOGY

## FUND 1705



*This fund accounts for the revenue and expenses of deploying the latest information technology across the County to ensure the most efficient purchasing, inventory management, and security.*

### Department Overview

#### Information Technology

- Information Technology Fund accounts for the costs of providing the following services: computer hardware and software; computer technical support; software support; maintenance and service agreements; internet and telecommunications services to County departments.

FUND BALANCE SUMMARY FISCAL YEARS 2022-2023			
<b>Beginning Fund Balance 7/1/2021</b>	\$	633,339	
Projected FY2022 Funding Sources:			
Revenue	\$	-	
Other financing sources		1,660,354	
		<u>1,660,354</u>	
Projected FY2022 Expenditures		<u>1,660,354</u>	
Net Change		<u>-</u>	
<b>Projected Fund Balance 6/30/2022</b>			\$ 633,339
Projected FY2023 Funding Sources:			
Revenue	\$	-	
Other financing sources		1,879,862	
		<u>1,879,862</u>	
Projected FY2023 Expenditures		<u>1,883,614</u>	
Net Change		<u>(3,752)</u>	
<b>Projected Fund Balance 6/30/2023</b>			\$ 629,587



**York County**  
**Departmental Budget Documents**

**Information Technology Fund**

<b>Budgetary Costs</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Personnel	\$ -	\$ 63,638	\$ 90,703	\$ <b>97,897</b>
Contractual Services	651,429	611,099	792,957	<b>766,279</b>
Other Charges	324,160	343,429	354,638	<b>454,238</b>
Materials & Supplies	21,012	15,168	24,500	<b>24,500</b>
Capital Outlay	380,995	291,796	397,556	<b>540,700</b>
Total Budgetary Costs	<b>\$ 1,377,596</b>	<b>\$ 1,325,130</b>	<b>\$ 1,660,354</b>	<b>\$ 1,883,614</b>

<b>Funding Sources</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Transfer From Other Funds	\$ 1,560,702	\$ 1,374,139	\$ 1,660,354	\$ <b>1,879,862</b>
Total Revenues	<b>\$ 1,560,702</b>	<b>\$ 1,374,139</b>	<b>\$ 1,660,354</b>	<b>\$ 1,879,862</b>

<b>Staffing Summary</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Full-Time Equivalents (FTE's)	-	-	1.00	<b>1.00</b>
Total Staffing	<b>-</b>	<b>-</b>	<b>1.00</b>	<b>1.00</b>

<b>Budgetary Cost By Activity</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Information Technology	\$ 1,377,596	\$ 1,325,130	\$ 1,660,354	\$ <b>1,883,614</b>
Total Budgetary Costs by Activity	<b>\$ 1,377,596</b>	<b>\$ 1,325,130</b>	<b>\$ 1,660,354</b>	<b>\$ 1,883,614</b>

**Major Budget Variances**

- Funding for personnel reflects a 5.0% market adjustment and a fiscal year flat rate adjustment of \$1,500 per eligible, full-time equivalent employee, as well as an increase in Health & Dental costs.
- Other Charges increased for Internet Data Lines.
- Capital funding is programmed for computer network maintenance, communications equipment, data processing equipment, and network security.
- Note: Actual amounts above are presented on full accrual basis; budgeted amounts above are presented on modified accrual basis.

# WORKERS' COMPENSATION FUND 1703



*This fund accounts for the revenues and expenditures relating to the workers' compensation claims and insurance policies of the County.*

FUND BALANCE SUMMARY FISCAL YEARS 2022-2023			
<b>Beginning Fund Balance 7/1/2021</b>	\$	1,000,000	
Projected FY2022 Funding Sources:			
Revenue	\$	-	
Other financing sources		-	
		-	
Projected FY2022 Expenditures		356,512	
Net Change		(356,512)	
<b>Projected Fund Balance 6/30/2022</b>			\$ 643,488
Projected FY2023 Funding Sources:			
Revenue	\$	-	
Other financing sources		98,000	
		98,000	
Projected FY2023 Expenditures		362,179	
Net Change		(264,179)	
<b>Projected Fund Balance 6/30/2023</b>			\$ 379,309



**York County  
Departmental Budget Documents**

**Workers' Compensation Fund**

<b>Budgetary Costs</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Personnel	\$ 74,596	\$ 82,363	\$ 75,379	\$ 81,921
Contractual Services	86,700	97,434	101,133	100,258
Other Charges	140,109	184,977	180,000	180,000
Total Budgetary Costs	<u>\$ 301,405</u>	<u>\$ 364,774</u>	<u>\$ 356,512</u>	<u>\$ 362,179</u>

<b>Funding Sources</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Transfer From Other Funds	\$ 100,000	\$ 529,014	\$ -	\$ 98,000
Use of Money & Property	6,986	1,195	-	-
Miscellaneous	2,120	18,361	-	-
Total Revenues	<u>\$ 109,106</u>	<u>\$ 548,570</u>	<u>\$ -</u>	<u>\$ 98,000</u>

<b>Staffing Summary</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Administration Costs	1.00	1.00	1.00	1.00
Total Staffing	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>

<b>Budgetary Cost By Activity</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Administration Costs	\$ 161,296	\$ 179,797	\$ 176,512	\$ 182,179
Claims	140,109	184,977	180,000	180,000
Total Budgetary Costs by Activity	<u>\$ 301,405</u>	<u>\$ 364,774</u>	<u>\$ 356,512</u>	<u>\$ 362,179</u>

**York County  
Departmental Budget Documents**

**Administration Costs**

<b>Budgetary Costs</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Personnel	\$ 74,596	\$ 82,363	\$ 75,379	\$ 81,921
Contractual Services	86,700	97,434	101,133	<b>100,258</b>
Total Budgetary Costs	<u>\$ 161,296</u>	<u>\$ 179,797</u>	<u>\$ 176,512</u>	<u>\$ 182,179</u>

<b>Staffing Summary</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Full-Time Equivalents (FTE's)	1.00	1.00	1.00	<b>1.00</b>
Total Staffing	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u><b>1.00</b></u>

<b>Budgetary Cost By Activity</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Administration Costs	\$ 161,296	\$ 179,797	\$ 176,512	\$ 182,179
Total Budgetary Costs by Activity	<u>\$ 161,296</u>	<u>\$ 179,797</u>	<u>\$ 176,512</u>	<u>\$ 182,179</u>

**Major Budget Variances**

- Funding for personnel reflects a 5.0% market adjustment and a fiscal year flat rate adjustment of \$1,500 per eligible full time equivalent employee, as well as an increase in Health & Dental costs.
- Increase in Contractual Services is due to an increase in Workers' Compensation premiums.

**York County  
Departmental Budget Documents**

**Claims**

<b><u>Budgetary Costs</u></b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Other Charges	\$ 140,109	\$ 184,977	\$ 180,000	<b>\$ 180,000</b>
Total Budgetary Costs	<b>\$ 140,109</b>	<b>\$ 184,977</b>	<b>\$ 180,000</b>	<b>\$ 180,000</b>

<b><u>Budgetary Cost By Activity</u></b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Claims	\$ 140,109	\$ 184,977	\$ 180,000	<b>\$ 180,000</b>
Total Budgetary Costs by Activity	<b>\$ 140,109</b>	<b>\$ 184,977</b>	<b>\$ 180,000</b>	<b>\$ 180,000</b>

# HEALTH & DENTAL INSURANCE

## FUND 1700



*This fund accounts for the revenues and expenditures of the County's health and dental programs.*

### Department Overview

#### Administration Costs & Claims

This fund was established in fiscal year 2015 to account for the revenue and expenditures for the County's self insured health and dental programs.

FUND BALANCE SUMMARY FISCAL YEARS 2022-2023	
<b>Beginning Fund Balance 7/1/2021</b>	<u>\$ 6,606,545</u>
Projected FY2022 Funding Sources:	
Revenue	\$ 10,000
Other financing sources	<u>13,568,772</u>
	13,578,772
Projected FY2022 Expenditures	<u>15,934,400</u>
Net Change	<u>(2,355,628)</u>
<b>Projected Fund Balance 6/30/2022</b>	<u>\$ 4,250,917</u>
Projected FY2023 Funding Sources:	
Revenue	\$ 1,000
Other financing sources	<u>15,154,970</u>
	15,155,970
Projected FY2023 Expenditures	<u>16,681,600</u>
Net Change	<u>(1,525,630)</u>
<b>Projected Fund Balance 6/30/2023</b>	<u>\$ 2,725,287</u>



**York County**  
**Departmental Budget Documents**  
**Health & Dental Insurance Fund**

<b>Budgetary Costs</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Personnel	\$ 13,177,946	\$ 13,456,838	\$ 14,822,400	<b>\$ 15,369,600</b>
Contractual Services	729,992	822,093	112,000	<b>112,000</b>
Other Charges	-	-	1,000,000	<b>1,200,000</b>
Total Budgetary Costs	<u>\$ 13,907,938</u>	<u>\$ 14,278,931</u>	<u>\$ 15,934,400</u>	<u><b>\$ 16,681,600</b></u>

<b>Funding Sources</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Transfer From Other Funds	\$ -	\$ 3,000,000	\$ -	\$ -
Use of Money & Property	22,175	5,083	10,000	<b>1,000</b>
Charges for Services	13,394,453	12,879,953	13,568,772	<b>15,154,970</b>
Total Revenues	<u>\$ 13,416,628</u>	<u>\$ 15,885,036</u>	<u>\$ 13,578,772</u>	<u><b>\$ 15,155,970</b></u>

<b>Budgetary Cost By Activity</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Administration Costs	\$ 954,003	\$ 1,098,167	\$ 1,384,400	<b>\$ 1,681,600</b>
Claims / Incurred But Not Reported (IBNR)	12,953,935	13,180,764	14,550,000	<b>15,000,000</b>
Total Budgetary Costs by Activity	<u>\$ 13,907,938</u>	<u>\$ 14,278,931</u>	<u>\$ 15,934,400</u>	<u><b>\$ 16,681,600</b></u>

**Major Budget Variances**

- The County's fully insured plan for retirees over age 65 is expected to increase.
- The County's experience rate has increased.
- The County's experience reinsurance rate is expected to increase.

**York County**  
**Departmental Budget Documents**

**Health and Dental Administration Costs**

<b><u>Budgetary Costs</u></b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Personnel	\$ 224,011	\$ 276,074	\$ 272,400	\$ <b>369,600</b>
Contractual Services	729,992	822,093	112,000	<b>112,000</b>
Other Charges	-	-	1,000,000	<b>1,200,000</b>
Total Budgetary Costs	<b>\$ 954,003</b>	<b>\$ 1,098,167</b>	<b>\$ 1,384,400</b>	<b>\$ 1,681,600</b>

<b><u>Budgetary Cost By Activity</u></b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Administration Costs	\$ 954,003	\$ 1,098,167	\$ 1,384,400	\$ <b>1,681,600</b>
Total Budgetary Costs by Activity	<b>\$ 954,003</b>	<b>\$ 1,098,167</b>	<b>\$ 1,384,400</b>	<b>\$ 1,681,600</b>

**York County  
Departmental Budget Documents**

**Claims / Incurred But Not Reported (IBNR)**

<b><u>Budgetary Costs</u></b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Personnel	\$ 12,953,935	\$ 13,180,764	\$ 14,550,000	<b>\$ 15,000,000</b>
Total Budgetary Costs	<u>\$ 12,953,935</u>	<u>\$ 13,180,764</u>	<u>\$ 14,550,000</u>	<u><b>\$ 15,000,000</b></u>

<b><u>Budgetary Cost By Activity</u></b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Claims / Incurred But Not Reported (IBNR)	\$ 12,953,935	\$ 13,180,764	\$ 14,550,000	<b>\$ 15,000,000</b>
Total Budgetary Costs by Activity	<u>\$ 12,953,935</u>	<u>\$ 13,180,764</u>	<u>\$ 14,550,000</u>	<u><b>\$ 15,000,000</b></u>

# SOLID WASTE MANAGEMENT

## FUND 1614



*This fund accounts for the revenues and expenses relating to the County's waste management programs. This is accomplished through the divisions below.*



### Department Overview

#### Waste Management

- **Curbside Garbage Collections**
  - Curbside garbage collections are available to all single family homes, eligible trailer homes, town-homes and/or small businesses.
  - Program subscribers may also bring household waste and/or construction debris to the Waste Management Center's Transfer Station and citizen drop-off center free of charge.
- **Bulk Collections**
  - Subscribers to York County's garbage collection service are eligible for up to four bulk collections per year at no additional charge.
  - Up to three items such as furniture or appliances are allowed per scheduled collection.
  - Non-subscribers and/or subscribers who use all four collections within the year may schedule additional bulk collections.
- **Curbside Recycling**
  - Curbside recycling service is available to all single-family homes, most trailer homes, and some multi-family/duplex communities.
- **Curbside Yard Debris Collections**
  - Year Round, York County residents have the opportunity to schedule a special yard debris collection for items such as limbs, branches, and clear bags of natural yard waste.
- **Leaf Collection**
  - Residents who live on publicly maintained streets can place an unlimited number of clear bags of leaves out for collection every other week.
  - Leaves are delivered to the VPPSA Compost Facility where they are debagged to be incorporated into mulch.
  - Residents who live in private communities or on privately maintained streets or roads may also bring leaves out to the closest public roadway for collection.
- **Household Chemical and Computer Recycling Collections**
  - Coordinated through VPPSA, these events are held bimonthly from March - November on the 2nd Saturday of the month from 8:00 am- Noon.
- **Emergency Debris Cleanups**
  - In the event of severe weather or other events, the Waste Management Division is responsible for cleanup of debris.
- **The York County Beautification Committee**
  - Staff from the Waste Management Division serves as the County liaison to the Beautification Committee, whose mission is to provide beautification in the County through environmental education, with an emphasis on litter control and cleanup events.

#### Landfill Closure/Post-Maintenance

- Costs for Landfill Closure/Post Maintenance vary and are driven by VDEQ and other regulatory requirements.

#### Transfer Station Operations

- The County leases the transfer station and scales to Republic Services.



FUND BALANCE SUMMARY FISCAL YEARS 2022-2023			
<b>Beginning Fund Balance 7/1/2021</b>	\$	1,103,590	
Projected FY2022 Funding Sources:			
Revenue	\$	5,961,500	
State & Federal		10,100	
		<hr/>	
		5,971,600	
Projected FY2022 Expenditures		6,210,505	
Net Change		<hr/>	
		(238,905)	
<b>Projected Fund Balance 6/30/2022</b>	\$	864,685	
Projected FY2023 Funding Sources:			
Revenue	\$	6,018,070	
State & Federal		11,695	
		<hr/>	
		6,029,765	
Projected FY2023 Expenditures		6,234,758	
Net Change		<hr/>	
		(204,993)	
<b>Projected Fund Balance 6/30/2023</b>	\$	659,692	

**York County**  
**Departmental Budget Documents**

**Solid Waste Management Fund**

<b>Budgetary Costs</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Personnel	\$ 1,020,334	\$ 1,158,936	\$ 1,031,928	\$ 1,005,700
Contractual Services	29,280	22,146	24,481	26,875
Internal Services	90,630	90,562	111,923	131,898
Other Charges	4,369,661	4,618,653	4,988,523	5,017,035
Materials & Supplies	56,556	6,660	8,650	8,250
Capital Outlay	165,093	158,988	45,000	45,000
Grants & Donations	10,582	-	-	-
Total Budgetary Costs	<u>\$ 5,742,136</u>	<u>\$ 6,055,945</u>	<u>\$ 6,210,505</u>	<u>\$ 6,234,758</u>

<b>Funding Sources</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
State Aid & Grants	\$ 10,182	\$ 11,695	\$ 10,100	\$ 11,695
Use of Money & Property	150,638	169,577	146,000	146,000
Charges for Services	5,703,097	5,767,272	5,807,500	5,863,570
Miscellaneous	10,528	8,333	8,000	8,500
Transfers	7,558	-	-	-
Total Revenues	<u>\$ 5,882,003</u>	<u>\$ 5,956,877</u>	<u>\$ 5,971,600</u>	<u>\$ 6,029,765</u>

<b>Staffing Summary</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Waste Management	12.70	12.70	12.10	12.10
Total Staffing	<u>12.70</u>	<u>12.70</u>	<u>12.10</u>	<u>12.10</u>

<b>Budgetary Costs By Activity</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Waste Management	\$ 5,737,240	\$ 6,011,527	\$ 6,174,122	\$ 6,198,375
Landfill Closure / Post Maintenance	4,897	44,418	36,383	36,383
Total Budgetary Costs by Activity	<u>\$ 5,742,137</u>	<u>\$ 6,055,945</u>	<u>\$ 6,210,505</u>	<u>\$ 6,234,758</u>

**Major Budget Variances**

- Funding for personnel reflects a 5.0% market adjustment and a fiscal year flat rate adjustment of \$1,500 per eligible full time equivalent employee, as well as an increase in Health & Dental costs.
- Other Charges increased due to contractor increases in fees related to solid waste, composting, and recycling programs.
- Note: Actual amounts above are presented on full accrual basis; budgeted amounts above are presented on modified accrual basis.

# WATER UTILITY FUND 1613



*This fund accounts for the revenues and expenses relating to the County's water distribution system that provides quality drinking water.*

## Department Overview

### Water Utility Operation

- Maintain the on-site main lines and fire hydrants for a small number of customers in the Williamsburg Area Bypass Road service area that are not serviced from Newport News Waterworks.

### Utility Construction

- To effectively manage projects for timely completion and budgetary compliance.
- Review the design of proposed extensions for constructability and cost.

FUND BALANCE SUMMARY FISCAL YEARS 2022-2023			
<b>Beginning Fund Balance 7/1/2021</b>	\$	<u>287,629</u>	
Projected FY2022 Funding Sources:			
Revenue	\$	338,840	
Other financing sources		<u>-</u>	
		338,840	
Projected FY2022 Expenditures		<u>338,840</u>	
Net Change		<u>-</u>	
<b>Projected Fund Balance 6/30/2022</b>			<b>\$ 287,629</b>
Projected FY2023 Funding Sources:			
Revenue	\$	319,180	
Other financing sources		<u>-</u>	
		319,180	
Projected FY2023 Expenditures		<u>319,180</u>	
Net Change		<u>-</u>	
<b>Projected Fund Balance 6/30/2023</b>			<b>\$ 287,629</b>



**York County**  
**Departmental Budget Documents**

**Water Utility Fund**

<b>Budgetary Costs</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Contractual Services	\$ 14,852	\$ 14,675	\$ 15,320	\$ 15,305
Other Charges	306,405	304,129	323,020	303,375
Materials & Supplies	-	-	500	500
Capital Outlay	5,586	5,586	-	-
Total Budgetary Costs	<u>\$ 326,843</u>	<u>\$ 324,390</u>	<u>\$ 338,840</u>	<u>\$ 319,180</u>

<b>Funding Sources</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Other Local Taxes	\$ -	\$ 62,490	\$ 17,740	\$ 18,880
Use of Money & Property	1,756	404	1,000	250
Charges for Services	317,101	310,542	320,100	300,050
Total Revenues	<u>\$ 318,857</u>	<u>\$ 373,436</u>	<u>\$ 338,840</u>	<u>\$ 319,180</u>

<b>Budgetary Costs By Activity</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Water Utility Operations	\$ 311,924	\$ 318,804	\$ 338,840	\$ 319,180
Utility Construction	5,586	5,586	-	-
Total Budgetary Costs by Activity	<u>\$ 317,510</u>	<u>\$ 324,390</u>	<u>\$ 338,840</u>	<u>\$ 319,180</u>

**Major Budget Variances**

• Note: Actual amounts above are presented on full accrual basis; budgeted amounts above are presented on modified accrual basis.

# SEWER UTILITY FUND 1600



*This fund accounts for the revenues and expenses relating to the County's sanitary sewer collection system. This is accomplished through the divisions below.*

## Department Overview

### Development / Project Inspections

- Oversees the Hampton Roads Regional Order by Consent with the Department of Environmental Quality and the regulatory environment addressing Sanitary Sewer Overflows, Capacity Management, Operations and Maintenance.
- To effectively manage projects for completion on time and within budget.
- Reviews design of any proposed extensions for constructability and cost.

### Infrastructure

- The Infrastructure Services Division is responsible for the system administration of the enterprise asset management software. Maintains and manages the software to maximize efficiencies and operations in the areas of building permits and inspections, plan review, and customer service.

### Operations

- Responsible for the design, inspection, operation, and maintenance of a sanitary sewer collection system that provides service to over 60,000 customers.
- The sanitary sewer assets are valued over \$100 million which include 85 plus pump stations, over 242 miles of gravity and 81 miles of vacuum collection lines.

### Engineering

- Responsible for the efficient and cost effective design and construction of County Capital Improvement projects.
- These projects are varied in both size and scope and include: stormwater improvements; sanitary sewer extensions and rehabilitations; county buildings; park facilities; sidewalks; piers; public water extensions and improvements; and a host of other projects.

### Construction

- Develop an inventory and cost of the materials routinely used in operations and utilize the INFOR 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.

### Debt Service

- Funding is programmed for the payment of principal, interest and fees on outstanding debt.

FUND BALANCE SUMMARY FISCAL YEARS 2022-2023			
<b>Beginning Fund Balance 7/1/2021</b>		\$	12,341,296
Projected FY2022 Funding Sources:			
Revenue		\$	11,563,400
State & Federal			-
Other financing sources			1,689,260
			13,252,660
Projected FY2022 Expenditures			13,252,660
Net Change			-
			-
<b>Projected Fund Balance 6/30/2022</b>		\$	12,341,296
Projected FY2023 Funding Sources:			
Revenue		\$	12,048,100
State & Federal			-
Other financing sources			3,208,465
			15,256,565
Projected FY2023 Expenditures			17,294,386
Net Change			(2,037,821)
			10,303,475
<b>Projected Fund Balance 6/30/2023</b>		\$	10,303,475

**York County**  
**Departmental Budget Documents**

**Sewer Utility Fund**

<b>Budgetary Costs</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Personnel	\$ 4,828,712	\$ 5,047,527	\$ 5,253,955	\$ 5,684,391
Contractual Services	399,553	376,694	403,085	514,445
Internal Services	453,211	457,757	485,973	585,626
Other Charges	514,970	548,304	623,905	623,866
Materials & Supplies	389,983	382,510	475,322	468,450
Leases & Rentals	520	391	2,000	2,000
Capital Outlay	4,380,515	4,602,326	4,566,000	7,969,000
Transfers to Other Funds	11,532	10	10	10
Debt Service	1,390,340	813,532	1,442,410	1,446,598
Total Budgetary Costs	<u>\$ 12,369,336</u>	<u>\$ 12,229,051</u>	<u>\$ 13,252,660</u>	<u>\$ 17,294,386</u>

<b>Funding Sources</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Federal Aid & Grants	\$ 282,039	\$ 78,797	\$ -	\$ -
Capital Contributions	1,144,164	2,174,548	-	-
Other Local Taxes	1,493,198	874,853	1,689,260	3,208,465
Use of Money & Property	108,605	22,105	25,000	10,000
Charges for Services	11,215,726	11,380,627	11,535,900	12,030,600
Miscellaneous	120,159	237,099	2,500	7,500
Transfer From Other Funds	-	-	-	-
Total Revenues	<u>\$ 14,363,891</u>	<u>\$ 14,768,029</u>	<u>\$ 13,252,660</u>	<u>\$ 15,256,565</u>

<b>Staffing Summary</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Utility Development / Project Inspections	5.00	5.00	5.00	6.50
Utility Infrastructure	7.00	7.00	7.00	7.00
Utility Operations	43.90	44.90	46.15	45.15
Utility Engineering	6.00	6.00	6.00	6.00
Total Staffing	<u>61.90</u>	<u>62.90</u>	<u>64.15</u>	<u>64.65</u>

<b>Budgetary Costs By Activity</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
Utility Development / Project Inspections	\$ 580,172	\$ 551,131	\$ 582,160	\$ 748,906
Utility Infrastructure	712,048	716,173	733,048	794,577
Utility Operations	8,408,661	8,631,629	5,185,097	5,518,970
Utility Engineering	674,436	806,343	779,945	845,335
Utility Construction	603,679	710,243	4,530,000	7,940,000
Debt Service	1,390,340	813,532	1,442,410	1,446,598
Total Budgetary Costs by Activity	<u>\$ 12,369,336</u>	<u>\$ 12,229,051</u>	<u>\$ 13,252,660</u>	<u>\$ 17,294,386</u>

**York County**  
**Departmental Budget Documents**

**Utility Development / Project Inspections**

<b>Budgetary Costs</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Personnel	\$ 496,992	\$ 464,952	\$ 485,317	\$ 644,060
Contractual Services	5,603	8,242	8,820	9,250
Internal Services	54,499	53,108	54,868	65,196
Other Charges	18,528	20,217	25,555	26,600
Materials & Supplies	1,291	1,217	5,600	3,800
Capital Outlay	3,259	3,395	2,000	-
Total Budgetary Costs	<u>\$ 580,172</u>	<u>\$ 551,131</u>	<u>\$ 582,160</u>	<u>\$ 748,906</u>

<b>Staffing Summary</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Full-Time Equivalents (FTE's)	5.00	5.00	5.00	6.50
Total Staffing	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>	<u>6.50</u>

<b>Budgetary Costs By Activity</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Utility Development / Project Inspections	\$ 580,172	\$ 551,131	\$ 582,160	\$ 748,906
Total Budgetary Costs by Activity	<u>\$ 580,172</u>	<u>\$ 551,131</u>	<u>\$ 582,160</u>	<u>\$ 748,906</u>

**Major Budget Variances**

- Funding for personnel reflects a 5.0% market adjustment and a fiscal year flat rate adjustment of \$1,500 per eligible full time equivalent employee, as well as an increase in Health & Dental costs.
  
- FTE's increased 1.50 due to the addition of 0.5 FTE Inspector and reallocation of 1.0 FTE from Utility Operations.
  
- Internal Services increased due to increases in vehicle maintenance fuel costs as well as information technology cost increases.
  
- Note: Actual amounts above are presented on full accrual basis; budgeted amounts above are presented on modified accrual basis.

**York County  
Departmental Budget Documents**

**Utility Infrastructure**

<b>Budgetary Costs</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Personnel	\$ 614,474	\$ 621,121	\$ 616,014	\$ <b>629,700</b>
Contractual Services	34,635	39,258	43,270	<b>90,200</b>
Internal Services	41,358	37,876	36,764	<b>43,600</b>
Other Charges	18,590	16,730	22,600	<b>22,927</b>
Materials & Supplies	2,991	1,188	4,400	<b>3,150</b>
Capital Outlay	-	-	10,000	<b>5,000</b>
Total Budgetary Costs	<u>\$ 712,048</u>	<u>\$ 716,173</u>	<u>\$ 733,048</u>	<u>\$ <b>794,577</b></u>

<b>Staffing Summary</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Full-Time Equivalents (FTE's)	7.00	7.00	7.00	<b>7.00</b>
Total Staffing	<u>7.00</u>	<u>7.00</u>	<u>7.00</u>	<u><b>7.00</b></u>

<b>Budgetary Costs By Activity</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Utility Infrastructure	\$ 712,048	\$ 716,173	\$ 733,048	\$ <b>794,577</b>
Total Budgetary Costs by Activity	<u>\$ 712,048</u>	<u>\$ 716,173</u>	<u>\$ 733,048</u>	<u>\$ <b>794,577</b></u>

**Major Budget Variances**

- Funding for personnel reflects a 5.0% market adjustment and a fiscal year flat rate adjustment of \$1,500 per eligible full time equivalent employee, as well as an increase in Health & Dental costs.
- Contractual Services increased due to maintenance contract for the implementation of Truepoint software.
- Note: Actual amounts above are presented on full accrual basis; budgeted amounts above are presented on modified accrual basis.

**York County  
Departmental Budget Documents**

**Utility Operations**

<b>Budgetary Costs</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Personnel	\$ 3,144,943	\$ 3,264,814	\$ 3,486,386	\$ <b>3,680,368</b>
Contractual Services	318,852	274,735	297,045	<b>363,000</b>
Internal Services	320,695	333,582	366,741	<b>452,686</b>
Other Charges	454,494	489,341	549,215	<b>546,406</b>
Materials & Supplies	384,048	380,068	461,700	<b>452,500</b>
Leases & Rentals	520	391	2,000	<b>2,000</b>
Capital Outlay	3,773,577	3,888,688	22,000	<b>22,000</b>
Transfers to Other Funds	11,532	10	10	<b>10</b>
Total Budgetary Costs	<b>\$ 8,408,661</b>	<b>\$ 8,631,629</b>	<b>\$ 5,185,097</b>	<b>\$ 5,518,970</b>

<b>Staffing Summary</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Full-Time Equivalents (FTE's)	43.90	44.90	46.15	<b>45.15</b>
Total Staffing	<b>43.90</b>	<b>44.90</b>	<b>46.15</b>	<b>45.15</b>

<b>Budgetary Costs By Activity</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Utility Operations	\$ 8,408,661	\$ 8,631,629	\$ 5,185,097	\$ <b>5,518,970</b>
Total Budgetary Costs by Activity	<b>\$ 8,408,661</b>	<b>\$ 8,631,629</b>	<b>\$ 5,185,097</b>	<b>\$ 5,518,970</b>

**Major Budget Variances**

- Funding for personnel reflects a 5.0% market adjustment and a fiscal year flat rate adjustment of \$1,500 per eligible full time equivalent employee, as well as an increase in Health & Dental costs.
- Decrease of 1.0 FTE due to reallocation of 1.0 FTE to Utility Development / Project Inspections.
- Internal Services increased due to increases in vehicle maintenance, fuel costs, as well as information technology cost increases.
- Contractual Services increased due to the new SCADA system maintenance costs.
- Note: Actual amounts above are presented on full accrual basis; budgeted amounts above are presented on modified accrual basis.

**York County  
Departmental Budget Documents**

**Utility Engineering**

<b>Budgetary Costs</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Personnel	\$ 572,303	\$ 696,640	\$ 666,238	\$ 730,263
Contractual Services	40,463	54,459	53,950	51,995
Internal Services	36,659	33,191	27,600	24,144
Other Charges	23,358	22,016	26,535	27,933
Materials & Supplies	1,653	37	3,622	9,000
Capital Outlay	-	-	2,000	2,000
Total Budgetary Costs	<u>\$ 674,436</u>	<u>\$ 806,343</u>	<u>\$ 779,945</u>	<u>\$ 845,335</u>

<b>Staffing Summary</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Full-Time Equivalents (FTE's)	6.00	6.00	6.00	6.00
Total Staffing	<u>6.00</u>	<u>6.00</u>	<u>6.00</u>	<u>6.00</u>

<b>Budgetary Costs By Activity</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Utility Engineering	\$ 674,436	\$ 806,343	\$ 779,945	\$ 845,335
Total Budgetary Costs by Activity	<u>\$ 674,436</u>	<u>\$ 806,343</u>	<u>\$ 779,945</u>	<u>\$ 845,335</u>

**Major Budget Variances**

- Funding for personnel reflects a 5.0% market adjustment and a fiscal year flat rate adjustment of \$1,500 per eligible full time equivalent employee, as well as an increase in Health & Dental costs.
- Note: Actual amounts above are presented on full accrual basis; budgeted amounts above are presented on modified accrual basis.

**York County**  
**Departmental Budget Documents**

**Utility Construction**

<b>Budgetary Costs</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Capital Outlay	\$ 603,679	\$ 710,243	\$ 4,530,000	<b>\$ 7,940,000</b>
Total Budgetary Costs	<b>\$ 603,679</b>	<b>\$ 710,243</b>	<b>\$ 4,530,000</b>	<b>\$ 7,940,000</b>

<b>Budgetary Costs By Activity</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Utility Construction	\$ 603,679	\$ 710,243	\$ 4,530,000	<b>\$ 7,940,000</b>
Total Budgetary Costs by Activity	<b>\$ 603,679</b>	<b>\$ 710,243</b>	<b>\$ 4,530,000</b>	<b>\$ 7,940,000</b>

**Major Budget Variances**

- Detailed project are included in the Capital Improvements Program section of the Budget Document.
- Note: Actual amounts above are presented on full accrual basis; budgeted amounts above are presented on modified accrual basis.

**York County  
Departmental Budget Documents**

**Debt Service**

<b>Budgetary Costs</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Debt Service	\$ 1,390,340	\$ 813,532	\$ 1,442,410	<b>\$ 1,446,598</b>
Total Budgetary Costs	<b>\$ 1,390,340</b>	<b>\$ 813,532</b>	<b>\$ 1,442,410</b>	<b>\$ 1,446,598</b>

<b>Budgetary Costs By Activity</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Debt Service	\$ 1,390,340	\$ 813,532	\$ 1,442,410	<b>\$ 1,446,598</b>
Total Budgetary Costs by Activity	<b>\$ 1,390,340</b>	<b>\$ 813,532</b>	<b>\$ 1,442,410</b>	<b>\$ 1,446,598</b>

**Major Budget Variances**

• Note: Actual amounts above are presented on full accrual basis; budgeted amounts above are presented on modified accrual basis.

# YORKTOWN OPERATIONS FUND

## FUND 1615



*This fund accounts for the dockmaster operations for the waterfront piers and the net rent payments from the Economic Development Authority for the tenant operations at Riverwalk Landing. This is accomplished through the divisions below.*



### Department Overview

This fund supports transient and overnight boaters (tall ships, cruise lines, pleasure boats, and military vessels) visiting Yorktown's Riverwalk Landing Piers by providing a first class, professionally run maritime facility and exceptional customer service. The goal is to ensure each person who docks and disembarks has a safe and enjoyable stay which will inspire them to return with family and friends. In addition to serving national and international visitors—the piers provide York County residents and citizens of nearby destinations with waterfront access to Yorktown's shops, public beach, restaurants and attractions—thereby stimulating the local economy. The piers also provide access to special events at the waterfront such as outdoor concerts, markets, and festivals. Docking fees as well as the rent collected from Yorktown's home-ported tall ship, the Alliance, provide revenue to the County. Riverwalk Landing piers provide a unique opportunity to celebrate Yorktown's rich maritime history through re-enactments of events and Naval engagements of the Revolutionary War.

### **Docking Operations**

- Effectively communicate with resident and non-resident boat owners and commercial cruise lines and passengers about the docking facilities available to them at Yorktown's Riverwalk Landing Piers.
- Attract and educate residents, out-of-town visitors and tourists about the many opportunities for recreation, leisure, shopping, dining, special events and American history specific to Yorktown.
- Maintain a collaborative working relationship with USCG, VMRC, USNAVY and Camp Perry.
- Provide Safe Harbor for research vessels from VIMS, ODU, and the Chesapeake Bay Foundation which help to clean, maintain, and conserve the Bay.
- 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.

FUND BALANCE SUMMARY FISCAL YEARS 2022-2023			
<b>Beginning Fund Balance 7/1/2021</b>		\$	554,189
Projected FY2022 Funding Sources:			
Revenue		\$	178,700
Projected FY2022 Expenditures			178,700
Net Change			-
<b>Projected Fund Balance 6/30/2022</b>		\$	554,189
Projected FY2023 Funding Sources:			
Revenue		\$	196,033
Projected FY2023 Expenditures			196,033
Net Change			-
<b>Projected Fund Balance 6/30/2023</b>		\$	554,189



**Riverwalk Landing Piers**

**York County  
Departmental Budget Documents**

**Yorktown Operations Fund**

<b>Budgetary Costs</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Personnel	\$ 83,058	\$ 77,185	\$ 79,897	\$ 97,750
Contractual Services	10,509	13,414	14,300	16,800
Other Charges	61,380	62,344	60,438	73,133
Materials & Supplies	3,346	4,375	24,065	8,350
Total Budgetary Costs	<u>\$ 158,293</u>	<u>\$ 157,318</u>	<u>\$ 178,700</u>	<u>\$ 196,033</u>

<b>Funding Sources</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Use of Money & Property	\$ 106,886	\$ 122,187	\$ 120,500	\$ 131,033
Charges for Services	33,160	61,803	58,000	65,000
Miscellaneous	-	-	200	-
Total Revenues	<u>\$ 140,046</u>	<u>\$ 183,990</u>	<u>\$ 178,700</u>	<u>\$ 196,033</u>

<b>Staffing Summary</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Docking Operations	-	0.50	0.50	0.50
Total Staffing	<u>-</u>	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>

<b>Budgetary Costs By Activity</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Docking Operations	\$ 138,293	\$ 137,318	\$ 158,700	\$ 176,033
Riverwalk Landing Retail Merchant Association	20,000	20,000	20,000	20,000
Total Budgetary Costs by Activity	<u>\$ 158,293</u>	<u>\$ 157,318</u>	<u>\$ 178,700</u>	<u>\$ 196,033</u>

**Major Budget Variances**

- Funding for personnel reflects a 5.0% market adjustment and a fiscal year flat rate adjustment of \$1,500 per eligible full time equivalent employee, as well as an increase in Health & Dental costs.

- Other Charges increased due to an increase in marina and flood insurance premiums.

# REGIONAL RADIO PROJECT

## FUND 1616



*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.*

### Department Overview

#### Regional Radio Operations

- Implement an 800 MHz simulcast trunk system, based on Project 25 interoperability standards that will offer both analog and digital service coverage.
- Provide sufficient radio coverage and improve in-building communications.
- Provide more channel capacity and spectrum.
- Provide day-to-day interoperability.
- Combined common infrastructure will provide back-up 9-1-1 systems.
- Expand to a regional system allowing other tenants to utilize the system.
- Utilize the system in accordance with the rules and regulations of the FCC and the Commonwealth of Virginia.
- Operate the system in a professional manner and improve mutual aid for regional agencies.
- Maintain all sites and towers within the communication system including generators and fuel, grounds maintenance, tower lights, amplifiers and antennas.

FUND BALANCE SUMMARY FISCAL YEARS 2022-2023	
<b>Beginning Fund Balance 7/1/2021</b>	\$ 1,695,423
Projected FY2022 Funding Sources:	
Revenue	\$ 2,468,244
Other financing sources	<u>1,196,654</u>
	3,664,898
Projected FY2022 Expenditures	<u>3,870,101</u>
Net Change	<u>(205,203)</u>
<b>Projected Fund Balance 6/30/2022</b>	<u>\$ 1,490,220</u>
Projected FY2023 Funding Sources:	
Revenue	\$ 3,762,108
Other financing sources	<u>1,102,582</u>
	4,864,690
Projected FY2023 Expenditures	<u>4,940,752</u>
Net Change	<u>(76,062)</u>
<b>Projected Fund Balance 6/30/2023</b>	<u>\$ 1,414,158</u>



**York County**  
**Departmental Budget Documents**

**Regional Radio Fund**

<b>Budgetary Costs</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Personnel	\$ 79,978	\$ (35,623)	\$ 75,000	\$ 75,000
Contractual Services	2,664,520	3,242,920	3,715,421	3,528,404
Internal Services	31,097	27,640	37,180	41,250
Other Charges	-	-	9,500	9,500
Materials & Supplies	1,761	3,371	23,000	24,500
Capital Outlay	291,930	291,930	10,000	10,000
Debt Service	1,139,675	538,025	-	1,252,098
Total Budgetary Costs	<u>\$ 4,208,961</u>	<u>\$ 4,068,263</u>	<u>\$ 3,870,101</u>	<u>\$ 4,940,752</u>

<b>Funding Sources</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Transfer From Other Funds	\$ 1,091,099	\$ 1,045,730	\$ 1,196,654	\$ 1,102,582
Use of Money & Property	150,899	155,969	155,622	148,900
Miscellaneous	1,591,373	2,023,782	2,237,931	2,285,823
Recovered Costs	1,174,220	1,219,669	74,691	1,327,385
Total Revenues	<u>\$ 4,007,591</u>	<u>\$ 4,445,150</u>	<u>\$ 3,664,898</u>	<u>\$ 4,864,690</u>

<b>Staffing Summary</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Regional Radio Operations	0.75	0.75	-	-
Total Staffing	<u>0.75</u>	<u>0.75</u>	<u>-</u>	<u>-</u>

<b>Budgetary Costs By Activity</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Adopted</b>
Regional Radio Operations	\$ 4,208,961	\$ 4,068,263	\$ 3,870,101	\$ 4,940,752
Total Budgetary Costs by Activity	<u>\$ 4,208,961</u>	<u>\$ 4,068,263</u>	<u>\$ 3,870,101</u>	<u>\$ 4,940,752</u>

**Major Budget Variances**

- Funding reflects increase in Debt Service for new lease agreement.
- Note: Actual amounts above are presented on full accrual basis; budgeted amounts above are presented on modified accrual basis.

# 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.
Annual Comprehensive Financial Report	The County's financial statements which comply with the accounting requirements established by the Governmental Accounting Standards Board (GASB).
Adoption of Budget Appropriation	Formal action by the Board of Supervisors which sets the spending priorities and limits for the fiscal year.
Appropriation Resolution	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.
Assessed Valuation	The official enactment by the Board of Supervisors to establish legal authority for County officials to obligate and expend resources.
Balanced Budget Balance Sheet	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.
Bond	Revenues and other funding sources equal expenditures.
Budget	A financial statement disclosing the assets, liabilities, reserves, and balances of a specific governmental fund as of a specific date.
Budget Adjustment Budget Document	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 Message	A financial plan for a specified period of time (fiscal year), matching all planned revenues and expenditures/expenses with various municipal services.
Budget Process Budgetary Control	A legal procedure utilized by the County staff and the Board of Supervisors to revise a budget appropriation. The instrument used by the budget-making authority to present a comprehensive financial program to the Board of Supervisors.
Capital Assets	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 and the views and recommendations of the County Administrator.
Capital Expenditure Capital Improvement Capital Improvements Program	A series of steps involved in the planning, preparation, implementation, and monitoring of the County Budget. 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 Outlay Capital Projects Funds	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.
Cash Accounting	Item that has a useful life of more than 5 year and exceeds \$30,000.
Cash Management	Expenditures related to the acquisition, expansion, or rehabilitation of an infrastructure or facility.
Charge-outs	A plan for capital expenditures to provide long-lasting physical improvements to be incurred over a fixed period of several future years.
Compensated Absences	The purchase of assets, both replacement and/or additional, that are greater than or equal to \$1,000.
Contingency Account Contractual Services	Accounts for financial resources to be used for the acquisition or construction of major capital projects other than those financed by enterprise funds.
Contributions Current Taxes Debt Service	A basis of accounting that recognizes transactions or events when related cash amounts are received or disbursed.
Debt Service Fund	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.
Debt Service Requirements	Certain activities charge for the services they provide. The charge-outs for those services are included in this category.
Delinquent Taxes Department	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.
Depreciation	A budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted for.
Disbursement	Services acquired from outside sources. Purchase of the service is on a fee basis or a fixed time contract basis.

# Glossary

<p>Division</p> <p>Economic Development Authority</p> <p>Encumbrance</p> <p>Enterprise Funds</p> <p>Estimated Revenue Expenditure</p> <p>Expenses</p> <p>Financial Audit</p> <p>Fiscal Year</p> <p>Fringe Benefits</p> <p>Full Faith and Credit</p> <p>Function</p> <p>Fund</p> <p>Fund Balance</p> <p>General Fund</p> <p>General Ledger</p> <p>General Obligation Bonds</p> <p>Government Accounting Standards Board (GASB)</p> <p>Government Finance Officers Association (GFOA)</p> <p>Governmental Funds</p> <p>Grant</p> <p>Grants &amp; Donations</p> <p>Infor</p> <p>Infrastructure</p> <p>Interfund Transfers</p> <p>Intergovernmental Revenue</p> <p>Internal Services</p> <p>Internal Service Funds</p> <p>Inventory</p> <p>Invoice</p> <p>Lease Revenue Bonds</p> <p>Leases and Rentals</p>	<p>A specific function within a department, usually with its own activity number. For example, Grounds Maintenance is a division of the Department of Public Works.</p> <p>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.</p> <p>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.</p> <p>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.</p> <p>The amount of projected revenue to be collected during the fiscal year.</p> <p>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.</p> <p>Charges incurred (whether paid immediately or unpaid) for operation, maintenance, interest and other</p> <p>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.</p> <p>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<sup>st</sup> to June 30<sup>th</sup> as its fiscal year.</p> <p>Employee compensation that is in addition to wages or salaries. Examples: retirement, health insurance, and life insurance.</p> <p>A pledge of the general taxing power of a government to repay debt obligations (typically used in reference to bonds).</p> <p>A group of related programs crossing organizational (department) boundaries and aimed at accomplishing a broad goal or accomplishing a major service.</p> <p>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.</p> <p>Fund balance reflects the accumulation of excess revenues over expenditures.</p> <p>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, public works, and community services.</p> <p>A file that contains a listing of the various accounts necessary to reflect the financial position of the</p> <p>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.</p> <p>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.</p> <p>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.</p> <p>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.</p> <p>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.</p> <p>Includes both Federal and State grants to be used for a specific purpose, and donations made for County programs.</p> <p>A multinational enterprise software company.</p> <p>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.</p> <p>Amounts transferred from one fund to another.</p> <p>Revenue received from another government for a specific purpose.</p> <p>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.</p> <p>Funds used to account for the financing of goods or services provided by one department to another department on a cost reimbursement basis.</p> <p>A detailed listing of property currently held by the government.</p> <p>A bill requesting payment of goods or services by a vendor or other governmental unit.</p> <p>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.</p> <p>Includes leases and rentals of buildings and equipment.</p>
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# Glossary

<ul style="list-style-type: none"> <li>Levy</li> <li>Literary Loans</li> <li>Long Term Debt</li> <li>Materials &amp; Supplies</li> <li>Modified Accrual Accounting</li> <li>Note Payable</li> <li>Object Code</li> <li>Operating Budget</li> <li>Other Charges</li> <li>Per Capita</li> <li>Performance Measures</li> <li>Personnel Services</li> <li>Proprietary Funds</li> <li>Property Tax</li> <li>Requisition</li> <li>Reserve</li> <li>Resources</li> <li>Revenue</li> <li>Revenue and Expenditure Detail</li> <li>Revenue Bonds</li> <li>Revenue Estimate</li> <li>Risk Management</li> <li>Senate Bill 942 (SB942)</li> <li>Source of Revenue</li> <li>Special Revenue Funds</li> <li>Tax Rate</li> <li>Transfers From Other Funds</li> <li>Transfers To Other Funds</li> <li>Unappropriated Fund Balance</li> <li>Unencumbered Balance</li> <li>Unrestricted Net Assets</li> <li>Virginia Retirement System (VRS)</li> </ul>	<p>To impose taxes, special assessments, or service charges for the support of County activities.</p> <p>Loans from the State Literary Loan Fund for the construction and improvement of various schools.</p> <p>Debt with maturity of more than one year after the date of issuance.</p> <p>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</p> <p>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."</p> <p>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.</p> <p>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.</p> <p>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.</p> <p>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.</p> <p>Measurement per unit of population by or for each person.</p> <p>Specific quantitative and qualitative measures of work performed as an objective of the department.</p> <p>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.</p> <p>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.</p> <p>Property taxes are levied on both real and personal property according to the property's valuation and the tax rate.</p> <p>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.</p> <p>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.</p> <p>Total amounts available for appropriation.</p> <p>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.</p> <p>Represents the smallest level or breakdown in budgeting for revenue and expenditures.</p> <p>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.</p> <p>A formal estimate of how much revenue will be earned from a specific revenue source for some future period; typically, a future fiscal year.</p> <p>An organized attempt to protect a government's assets against accidental loss in the most economical</p> <p>Senate Bill 942 created a Sales and Use Tax in the Historic Triangle where fifty percent (50%) of the revenues will be distributed to the localities where the revenues were collected from with no restrictions on it use. The other fifty percent (50%) will be used to market, promote and advertise the Historic Triangle as an overnight Tourism destination and will be deposited into a fund to be administered by the Tourism Council of the Greater Williamsburg Chamber and Tourism Alliance.</p> <p>Revenues are classified according to the source or point of origin.</p> <p>Accounts for the proceeds of specific revenue sources that are legally restricted for specified purposes other than for major capital projects.</p> <p>The amount of tax levied for each \$100 of assessed value.</p> <p>Budget line item used to reflect transfers of financial resources into one fund from another fund.</p> <p>Budget line item used to reflect transfers of financial resources out of one fund to another fund.</p> <p>The excess of a fund's assets and estimated revenue for a period over its liabilities, reserves, and available appropriations for the period.</p> <p>The amount of an appropriation that is neither expended nor encumbered. It is essentially the amount of money still available for future purchases.</p> <p>That portion of net assets that is neither restricted nor invested in capital assets (net of related debt).</p> <p>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.</p>
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# Abbreviations & Acronyms

TERM	STANDS FOR
ACH	Automated Clearing House
AD	Administrative Directive
ADA	Americans with Disabilities Act
ADC	Adult Day Care
AED	Automatic External Defibrillators
ANR	Agricultural and Natural Resources
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
CAP	Cost Allocation Plan
CARE	Child Seat Awareness Restraint & Education Program
CASA	Colonial Court Appointed Special Advocates
CBH	Colonial Behavioral Health
CBLAB	Chesapeake Bay Local Assistance Board
CBPA	Chesapeake Bay Preservation Act
CCTV	Closed Circuit Television
CDA	Community Development Authority
CDBG	Community Development Block Grant
CDR	Child Development Resources
CERT	Community Emergency Response Team
CGH	Colonial Group Home
Ches	Chesapeake
CIP	Capital Improvements Program
CNU	Christopher Newport University
COPS	Community Oriented Policing Services (Sheriff's Office)
COPS	Certificates of Participation (Debt)
Corp	Corporation
CPEAV	Citizens Planning Education Association of Virginia
CPE	Customer Premise Equipment
CPS	Child Protective Services
CRI	City Readiness Initiative
CRS	Community Rating System
CSA	Comprehensive Services Act
CSS	Computer Support Services
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
DEQ	Department of Environmental Quality
DHCD	Department of Housing and Community Development
DHHS	Department of Health & Human Services
DHS	Department of Homeland Security
DJP	Department of Justice program
DMBE	Disadvantaged and Minority Business Enterprises
DMV	Department of Motor Vehicles
DOJ	Department of Justice
DP	Data Processing

TERM	STANDS FOR
DRE	Direct Recording Equipment
DUI	Driving Under the Influence
DVP	Delivery vs. Payment
EDA	Economic Development Authority
EDS	Environmental & Development Services
EHR	Emergency Home Repair
EMD	Emergency Medical Dispatch
EMS	Emergency Medical Services
EOC	Emergency Operations Center
EOP	Emergency Operations Plan
EPA	Environmental Protection Agency
Equip	Equipment
ERP	Enterprise Resource Planning
EVRIFA	Eastern Virginia Regional Industrial Facility Authority
FCC	Federal Communications Commission
FEMA	Federal Emergency Management Agency
FICA	Federal Insurance Contributions Act
FLS	Fire and Life Safety
FSS	Family Self Sufficiency
FTE	Full-time equivalent
GAAP	Generally Accepted Accounting Principles
GAS	Government Accounting Standards
GASB	Government Accounting Standards Board
GFOA	Government Finance Officers Association
GIS	Geographic Information System
GWCTA	Greater Williamsburg Chamber & Tourism Alliance
GWP	Greater Williamsburg Partnership
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
HRA	Hampton Roads Alliance
HRCCS	Hampton Roads Clean Community System
HRCJTA	Hampton Roads Criminal Justice Training Academy
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
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
ISDN	Integrated Services Digital Network
IT	Information Technology
IVR	Interactive Voice Response
JAG	Justice Assistance Grant
JCC	James City County
Juv	Juvenile
J&DR	Juvenile and Domestic Relations Court
LED	Light Emitting Diode
LEMPG	Local Emergency Management Performance Grant

# Abbreviations & Acronyms

TERM	STANDS FOR
LGIP	Local Government Investment Pools
MGMT	Management
MHz	Megahertz
Misc	Miscellaneous
MMRS	Metropolitan Medical Response System
MOU	Memorandum of Understanding
MR	Mental Retardation
MSA	Metropolitan Statistical Area
NASA	National Aeronautics and Space Administration
NASD	National Association of Dealers
New Qtr Pk	New Quarter Park
NFPA	National Fire Protection Association
NNWW	Newport News Waterworks
NOAA	National Oceanic & Atmospheric Administration
ODU	Old Dominion University
OED	Office of Economic Development
OEMS	Office of Emergency Medical Services
OPEB	Other Post-Employment Benefits
Ops	Operations
OVW	Office on Violence Against Women
PAA	Peninsula Agency on Aging
PASAP	Peninsula Alcohol Safety Action Program
PA2OT/TA	P A Two Zero is the Headstart Code for Headstart Training and Technical Assistance
PEMS	Peninsula Emergency Medical Services
PK	Park
PKA	Previously Known As
PP	Personal Property
PPACA	Patient Protection and Affordable Care Act
PPE	Personal Protective Equipment
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
PTR	Partnership
PY	Prior Year
QLMS	Queens Lake Middle School
QSCB	Qualified School Construction Bonds
RAD	Rape Aggression Defense
RE	Real Estate
Recvd	Recovered
RIA	Registered Investment Advisor
RPA	Resource Protection Areas
RSAF	Rescue Squad Assistance Fund
RWL	Riverwalk Landing
SAFER Grant	Staffing for Adequate Fire and Emergency Response Grant
SALT	Seniors and Law Enforcement Together
SB942	Senate Bill 942
SCADA	Supervisory Control and Data Acquisition
SEAST	Southeast Rural Community Assistance Project
SEMAP	Section Eight Management Assessment Program
SHSP	State Homeland Security Program
Skate R&R	Skate, Rattle & Roll

TERM	STANDS FOR
SNAP	Supplemental Nutrition Assistance Program
SPCA	Society for the Prevention of Cruelty to Animals
SRO	School Resource Officer
Svc	Service
SW	Sewer
TANF	Temporary Assistance to Needy Families
TMDL	Total Maximum Daily Load
TNCC	Thomas Nelson Community College
TRANS	Tax Revenue Anticipation Notes
UASI	Urban Area Security Initiative
USCG	United States Coast Guard
USDA	United States Department of Agriculture
VACO	Virginia Association of Counties
VAHMRS	Virginia Association of Hazardous Materials Response Specialists
VATF	Virginia Task Force
VCE	Virginia Cooperative Extension
VDEM	Virginia Department of Emergency Management
VDEQ	Virginia Department of Environmental Quality
VDFP	Virginia Department of Fire Programs
VDH	Virginia Department of Health
VDHR	Virginia Department of Historic Resources
VDOT	Virginia Department of Transportation
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 Education and Work
VIMS	Virginia Institute of Marine Science
VJCCCA	Virginia Juvenile Community Crime Control Act
VLDP	Virginia Local Disability Program
VML	Virginia Municipal League
VMRC	Virginia Marine Resource Commission
VPCC	Virginia Peninsula Community College
VPFP	Virginia Pooled Financing Program
VPPSA	Virginia Peninsulas Public Service Authority
VPSA	Virginia Public School Authority
VRA	Virginia Resources Authority
VRS	Virginia Retirement System
VSMP	Virginia Stormwater Management Program
V-STOP	Stop Violence Against Women Grant in Virginia
VW	Victim-Witness
YC	York County
YCCC	York County Chamber of Commerce
YCSC	York County Sports Complex
YCSD	York County School Division
YPDSS	York-Poquoson Department of Social Services
YPSO	York-Poquoson Sheriff's Office
WAMAC	Williamsburg Area Medical Assistance Corporation
WAR	Work-as-Required
WATA	Williamsburg Area Transit Authority
WHF	Williamsburg Health Foundation
WIP	Watershed Implementation Plans
Wmbg	Williamsburg