

AT A BUDGET WORK SESSION OF THE BOARD OF SUPERVISORS OF THE COUNTY OF JAMES CITY, VIRGINIA, HELD ON THE 9TH DAY OF APRIL 2013, AT 4:00 P.M. IN THE COUNTY GOVERNMENT CENTER BOARD ROOM, 101 MOUNTS BAY ROAD, JAMES CITY COUNTY, VIRGINIA.

**A. CALL TO ORDER**

**B. ROLL CALL**

John J. McGlennon, Chairman, Roberts District  
Mary K. Jones, Vice Chairman, Berkeley District  
James G. Kennedy, Stonehouse District  
James O. Icenhour, Jr., Jamestown District  
M. Anderson Bradshaw, Powhatan District

Robert C. Middaugh, County Administrator  
Lola R. Perkins, Assistant County Attorney

**C. BUDGET WORK SESSION**

Mr. Middaugh stated that he would go through the budget at a high level, focusing only on significant changes from the FY 14 Plan. He noted that there are no new taxes, fee increases, or borrowing proposed for the budget.

Mr. Middaugh reviewed revenues and noted that they increased \$3.5 million over the Plan. He stated that growth in property taxes is due to growth and other local taxes are increasing due to the economy. Revenues are generally performing better than projected in the current fiscal year.

He stated that the budget includes a 3 percent salary increase at a cost of just under \$1 million, most of which was previously included in the Plan. He noted that 5.7 percent was added to the end of the salary ranges as a result of the Virginia Retirement System (VRS) increase approved last year and that the beginning of salary ranges was increased 2 percent to avoid compression and to allow employees not eligible for raises to receive some additional compensation. He said that health insurance increased by the projected 10 percent increase. No new positions were added to the Plan, which only called for one new position. He said he included funds to each department for recognition based on the number of employees in each department.

Mr. McGlennon asked about the future of health insurance and VRS.

Mr. John McDonald, Director of Financial and Management Services, said he thinks VRS rates will go up.

Ms. Carol Luckam, Director of Human Resources, said she hoped not going out to bid for health insurance will minimize increases in health insurance.

Mr. Middaugh began reviewing significant changes to the operating budget. He stated that the Board of Supervisors budget includes funds to implement a paperless agenda.

The Communications budget includes funds to begin printing the Citizens Guide again.

The Human Resources budget includes funds for contractual services to improve software products and temporary salaries to deal with an increasing workload.

The Courts/Judicial budget includes funds to assume a lease payment that was being paid by Social Services.

Mr. Middaugh noted that the County is attempting to purchase the building.

The Police budget includes funds for a new administrative support position. There is also an increased emphasis on managing overtime costs, both in the Police and Fire budgets.

Police Chief Emmett Harmon said that Part 1 crimes are down even as the population increases. He also noted that there are more training requirements for officers.

In the Fire budget, Fire Chief Tal Luton noted that incidents are up 2 percent.

Mr. McGlennon asked about employee retention in Police and Fire.

Both Chief Harmon and Chief Luton responded that retention is not an issue.

Additional part-time dispatcher hours are included in the Emergency Communications budget to accommodate increased training requirements and increased workload.

The Planning budget includes funds for additional hours for a Planner and consulting fees for the Comprehensive Plan.

The Environmental and Resource Protection budget includes funds for a permit for the dam at Warhill.

General and Capital Services includes funds for street lights.

Mr. Middaugh noted that Virginia Power owns them, so the County has not been able to reduce its operating costs.

Mr. McGlennon suggested that this issue be included in the County's Legislative Program.

Mr. Middaugh noted that the cost of utilities in the Facilities budget is going down despite the addition of new facilities.

The Grounds Maintenance budget includes the reconstruction of parts of the walking trail at Warhill and for maintenance of the synthetic fields.

Mr. John Horne, Director of General Services, said the synthetic fields may need to be replaced in 2-3 years.

The Fleet budget includes funds for a propane fueling system.

The Stormwater budget includes funds for assistance in developing mandated specialized plans for fueling facilities and operational centers.

Parks and Recreation includes funds for part-time hours to help with cash collection. There are funds to partner with New Town for three special events and funds for new class offerings including spinning.

Mr. Kennedy asked about operating hours at Upper County Park and swimming lessons.

Mr. John Carnifax, Director of Parks and Recreation, said he would review usage from last year and reevaluate.

Mr. McGlennon asked about Before and After School enrollment.

Mr. Carnifax said that enrollment is flat. He said that enrollment in soccer has increased. He also stated that recovering capital costs of facilities will be a challenge.

Mr. Kennedy asked about the skate park.

Mr. Carnifax stated that it is operating well and that usage has increased with the implementation of a low cost annual pass.

Mr. McGlennon noted that Parks and Recreation recovers about half of its expenses in revenues.

Mr. Middaugh reviewed outside agencies. He noted that funds are included for the RIDES program, but the County is not yet sure which agency will operate it.

Mr. Middaugh mentioned that local aid to State government has gone away.

Mr. Icenhour asked about the reduction in economic development incentives.

Mr. Middaugh stated that the incentives are awarded on a schedule and the amount is an actual amount due to businesses.

He also noted that there is a revised agreement being drafted with the Regional Library, to more fully embrace York County, who will increase its contribution.

Mr. Middaugh discussed the Williamsburg Area Transit Authority (WATA) budget and stated that the funding level allowed the service to remain intact except for the trolley service.

Mr. Icenhour asked about ridership.

Mr. Doug Powell, Assistant County Administrator, stated that after significant increases over a number of years, ridership plateaued and has actually declined slightly in the past year.

Mr. Middaugh said that there may be changes in the future at Olde Towne Medical Center in light of the changing landscape of health care. The budget funds their request in this year. The increase in the Colonial Behavioral Health reflects usage by County residents.

Mr. Middaugh highlighted a new feature in the budget, local match for road projects.

Mr. Middaugh proceeded to the Social Services and Housing budgets.

Ms. Diana Hutchens, Director of Community Services, stated that Social Services has declined because of favorable State funding, success in keeping children out of foster care, and the retirement of some long-term employees.

Mr. Middaugh stated that there are residual balances for the Unsafe Structures program and that the Neighbors Drive Community Development Block Grant (CDBG) grant would be coming back to the Board later.

Mr. McGlennon asked about the decrease in the Homeless Intervention Program.

Mr. Vaughn Poller, Director of Housing and Community Development, said that the funds come from the Federal government and are now distributed regionally.

The Colonial Community Corrections (CCC) budget has been revised with less money required of the local governments.

Mr. Middaugh reviewed the Tourism Incentive fund. He mentioned that there are funds allocated for replacement of the entry signs and for feasibility for a field center and pool.

Mr. Kennedy questioned the need to replace signs that have been well maintained. He also questioned the support for Christmas Town. He expressed frustration that the County has not created events exclusive to the County. He expressed concern about funding the Jamestown-Yorktown Foundation given that they have not supported the effort to oppose Virginia Power's proposal to build an electric transmission line over the James River. He said that he felt the County needed to spread its support out. He said that event sponsors should be required to use County businesses if the County gives them incentives to come.

Mr. McGlennon said that he also supported spreading the County's support, but that opportunities have not presented themselves yet.

Mr. Kennedy said there needs to be better avenues of communication among the tourism businesses in the community.

Mr. McDonald reviewed the Debt Service Fund and stated that the County is reducing its debt.

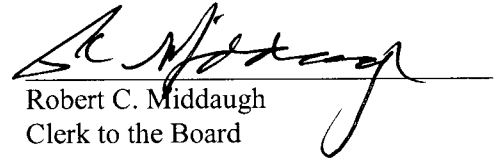
Mr. Middaugh reviewed the Capital Improvement Plan. He noted that budget anticipates borrowing in FY 15 and FY 17.

Mr. McDonald said that FY 14 focuses on capital maintenance.

Mr. Middaugh said that funds were included to upgrade the video equipment for Board meetings and that the Board could have work sessions in Building A. He said that the County would also have the ability to record off-site meetings.

Mr. Middaugh stated that the cost of Fire Station 4 has increased, primarily because of the desire to operate the fire station while the construction is ongoing.

At 6:27 p.m. the Board recessed.



Robert C. Midaugh  
Clerk to the Board

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