



County of King William, Virginia

**BOARD OF SUPERVISORS
WORK SESSION MEETING OF MARCH 21, 2022 - 7:00 PM
KING WILLIAM COUNTY ADMINISTRATION BUILDING
KING WILLIAM, VIRGINIA**

A G E N D A

- 1. Call to Order**
- 2. Roll Call**
- 3. Review and Adoption of Meeting Agenda**
- 4. FY '23 Budget Work Session Matters**
 - a. JD Power Forecast - Karena L. Funkhouser, Commissioner of the Revenue
 - b. Projected Revenues - Natasha Joranlien, Director of Financial Services
 - c. Fuel Costs - Natasha Joranlien, Director of Financial Services
 - d. Unassigned Fund Balance - Natasha Joranlien, Director of Financial Services
 - e. Contributions to Outside Organizations - Natasha Joranlien, Director of Financial Services
 - f. Requests for New Positions - Natasha Joranlien, Director of Financial Services
 - g. Increase Days of Service for VPPSA - Natasha Joranlien, Director of Financial Services
 - h. Capital Improvement Plan - Natasha Joranlien, Director of Financial Services
- 5. Board of Supervisors' Requests**
- 6. Adjourn or Recess**

NOTES REGARDING AGENDA:

This agenda is tentative only and subject to change by the Board of Supervisors.

There is no Public Comment Period during Work Sessions.



County of King William, Virginia

BOARD OF SUPERVISORS

Natasha L. Joranlien
Director of Financial Services

William L. Hodges, First District
Travis J. Moskalski, Second District
Stephen K. Greenwood, Third District
C. Stewart Garber, Jr., Fourth District
Edwin H. Moren, Jr., Fifth District

MEMORANDUM

DATE: March 21, 2022
TO: King William County Board of Supervisors
FROM: Natasha L. Joranlien, Director of Financial Services
SUBJECT: FY2023 Proposed Budget Additional Information

REQUEST FOR ACTION

- Recommendations from Board regarding additional information for consideration of FY23 budget

Projected Revenues

Potentially an increase in revenues will be seen in FY2023 based on information from the Commissioner of Revenue. This spring, the Commissioner's office will receive values from JD Power to assign value to personal property. JD Power has already sent a news release to Commissioners that values on average will increase 37% from January 1, 2021 to January 1, 2022.

Staff requests guidance from the Board if or how this information should impact the proposed projected revenues for FY2023.

Fuel Costs

Based on US Energy Information Administration, the price of regular gasoline and diesel have increased from February 7, 2022 to March 14, 2022 by 32.9% for diesel and 25.5% for gasoline. Based on departments usage to date this fiscal year and estimating the remaining amount through this fiscal year, this fuel price increase would potentially raise the projected expense for fuel in FY2023 to \$53,573. See Exhibit A along with U.S. Energy Information Administration Data included

Staff request guidance from the Board if or how this information should impact the proposed expenses for FY2023.

Unassigned Fund Balance

For FY21, we anticipate the County's Unassigned Fund Balance to be \$8,043,73. Projections for FY22 increase the unassigned fund balance to \$8,981,629. The FY23 proposed budget requests using a total of \$1,895,093 to fund the expense of Reassessment (\$221,050) and fund the various Capital Improvements items (\$1,674,043).

Per CAFR			
Unassigned Fund Balance			
FY 10	1,761,923		
FY 11	1,542,611		
FY 12	3,169,372		
FY 13	2,614,804		
FY 14	4,742,615		
FY 15	6,365,262		
FY 16	8,645,161		
FY 17	10,065,487		
FY 18	10,853,502		
FY 19	6,119,501		
FY 20	6,364,785		
FY21	8,043,743	*unaudit financials as of 3/16/22	
FY22	8,981,629	*Forecast	
FY23 request for use	(1,895,093.00)		
Balance	7,086,536.20		

Contributions to Outside Organization

Attached is the listing for the different outside organization that have requested funds for FY23. The County Administrator's recommendation for funding is also included in the table.

Requests for New Positions

The total cost for New Positions Requests from the General Fund is \$154,612

NEW POSITIONS	Salary	Benefits	Total
Payroll Specialist	30,000	5,898	35,898
Records Manager-			
Commonwealth's Att	34,233	6,615	40,848
E911 Dispatchers(2)	65,892	11,975	77,867
			\$ 154,612

VPPSA Convenience Centers Additional Hours

The County Administrator's proposed budget for VPPSA Convenience expense does not include adding more days that VPPSA sites would be open. Listed below are two Options for consideration to increase expenditures for FY23 to provide additional hours available to the citizens at the convenience sites:

Option #1 is to reopen the Epworth site on Wednesday and reopen the landfill site on Sunday. This would increase number of days or 20 hours per week for attendance. This option would increase the budget by \$21,000

Option #2 Epworth, VFW and Landfill sites would be open 6 days, all closed on Thursday. This is an increase of 5 days or 50 hours per week. This option would increase the budget by \$50,500.

Current Operating Sites and Hours

Site	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
VFW Road	Open	Closed	Open	Closed	Open	Open	Open
Epworth	Closed	Open	Closed	Closed	Open	Open	Open
King William Transfer	Open	Closed	Open	Open	Open	Open	Open
King William Landfill	Open	Open	Closed	Closed	Open	Open	Closed

Capital Improvement Plan for Expenditures in FY23

See Exhibit B

FY2023 REVENUE

PROJECTED - INCREASE (DECREASE)

FY 2023 REVENUE PROJECTED AMOUNT

FY2022 YTD

FY 2022 REVENUE ADOPTED

FY 2021 REVENUE ACTUAL AMOUNT

REVENUE CATEGORY

REVENUE CATEGORY	FY 2021 REVENUE ACTUAL AMOUNT	FY 2022 REVENUE ADOPTED	FY2022 YTD	FY 2023 REVENUE PROJECTED AMOUNT	FY2023 REVENUE PROJECTED - INCREASE (DECREASE)
Real Property Taxes (includes Mines&Minerals)	\$ 12,592,980	\$ 12,958,929	\$ 6,494,149	\$ 13,764,522	\$ 805,593
Public Service Corp. Tax (All funds generally received by Dec)	\$ 449,571	\$ 397,200	\$ -	\$ 428,485	\$ 31,285
Personal Property Tax	\$ 4,118,922	\$ 4,919,977	\$ 2,696,614	\$ 5,301,665	\$ 381,688
Machinery & Tools Tax	\$ 2,044,078	\$ 2,113,235	\$ 610,785	\$ 2,106,096	\$ (7,139)
P & I on Taxes	\$ 532,720	\$ 314,000	\$ 279,349	\$ 500,000	\$ 186,000
Local Sales Taxes	\$ 1,752,679	\$ 1,571,468	\$ 779,942	\$ 1,571,468	\$ -
Consumer's Utility Tax	\$ 266,682	\$ 220,000	\$ 131,485	\$ 260,000	\$ 40,000
Utility Gross Receipts	\$ 51,571	\$ 45,000	\$ 13,464	\$ 45,000	\$ -
BPOL Tax	\$ 474,845	\$ 420,000	\$ 36,478	\$ 420,000	\$ -
Motor Vehicle License Tax	\$ 455,701	\$ 425,000	\$ 235,602	\$ 425,000	\$ -
Bank Stock Tax	\$ 149,942	\$ 120,000	\$ -	\$ 120,000	\$ -
Recordation & Wills Tax	\$ 394,664	\$ 250,000	\$ 236,481	\$ 250,000	\$ -
Tax on Games of Skill	\$ 36,864	\$ -	\$ 3,456	\$ -	\$ -
Food & Beverage Taxes	\$ 442,389	\$ 400,000	\$ 260,260	\$ 400,000	\$ -
Animal Licenses	\$ 5,187	\$ 5,000	\$ 1,920	\$ 5,000	\$ -
Land Use	\$ 39,090	\$ 30,000	\$ 13,590	\$ 30,000	\$ -
Transfer Fees	\$ 899	\$ 700	\$ 812	\$ 700	\$ -
Building & Planning Revenues	\$ 554,737	\$ 351,000	\$ 242,000	\$ 400,000	\$ 49,000
Courthouse Fines	\$ 95,979	\$ 72,500	\$ 27,265	\$ 94,000	\$ 21,500
Rev. From the Use of Money	\$ 47,695	\$ 110,000	\$ 24,274	\$ 50,000	\$ (60,000)
Rev. From the Use of Property	\$ 67,002	\$ 69,370	\$ 34,147	\$ 67,002	\$ (2,368)
Sheriffs Fees	\$ 4,922	\$ 4,800	\$ 31,964	\$ 5,000	\$ 200
Commonwealths Atty Fees	\$ 1,623	\$ 1,500	\$ 1,827	\$ 1,500	\$ -
Local Rev. Agreements	\$ 4,558	\$ 4,928	\$ 325	\$ 5,167	\$ 239
Other- Misc	\$ 8,642	\$ 4,100	\$ 9,441	\$ 20,674	\$ 16,574
Recovered Costs	\$ 53,081	\$ 47,379	\$ 43,841	\$ 45,400	\$ (1,979)
Non-Categorical Aid	\$ 1,496,543	\$ 1,535,706	\$ 1,112,902	\$ 1,479,773	\$ (55,933)
Constitutional Officers & GR	\$ 1,346,714	\$ 1,404,157	\$ 628,581	\$ 1,531,730	\$ 127,573
Other Categorical Aid	\$ 218,176	\$ 121,500	\$ 52,660	\$ 81,500	\$ (40,000)
Federal Aid-Public Safety	\$ 75,471	\$ 65,500	\$ 19,879	\$ 45,202	\$ (20,298)
Use of Unassigned General Fund	\$ -	\$ 135,000	\$ 18,216	\$ 221,050	\$ 86,050
Transfer from ARPA	\$ -	\$ -	\$ -	\$ 489,500	\$ 489,500
TOTAL	\$ 27,783,928	\$ 28,117,949	\$ 14,041,709	\$ 30,165,434	\$ 2,047,485

bank interest
Health Dept. & P&R
3% RAS admin
CC cc fees, CC copier fees, FOIA fees,
DMV fee
WP Dispatch, VRSA Grant, K&Q JDR
Rolling Stock, Mobile home titling tax,
veh rental tax, PPTRA, state comm sales tax
Violence Against Women, Litter, E911,
Arts Alive,
DMV & SRO Grants

FUEL INCREASE CALCULATION

Department	Account Description	Admin Recmnd	with increase
COUNTY ADMIN	VEHICLE/POWERED EQUIP. FUELS	1,920	2,410
HR	VEHICLE/POWERED EQUIP. FUELS	100	100
COR	VEHICLE/POWERED EQUIP. FUELS	100	100
GR	VEHICLE/POWERED EQUIP. FUELS	100	100
SHERIFF	VEHICLE/POWERED EQUIP. FUELS	55,000	87,810
ANIMAL CONTROL	VEHICLE/POWERED EQUIP FUELS	6,000	9,901
FIRE EMS	VEH/POWER EQUIP FUELS	30,000	40,869
BUILDING	VEHICLE/POWERED EQUIP FUELS	2,000	2,708
GEN PROP	VEHICLE/POWERED EQUIP. FUELS	8,500	12,602
PARKS & REC	VEHICLE/POWERED EQUIP. FUELS	250	250
PLANNING	VEHICLE/POWERED EQUIP FUELS	1,000	1,693
		104,970	158,543

Potential Increase for Fuel Expense FY23

53,573

TO DATE 2/28/22	average per month	remaining year	total est/no % increase	% increase	Total with increase
				490.09	2,410
					100
					100
					100
46,636	5,829	23,318	69,954	17,856	87,810
5,258	657	2,629	7,888	2,013	9,901
20,505	2,563	10,252	30,757	10,112	40,869
1,438	180	719	2,157	551	2,708
6,693	837	3,347	10,040	2,563	12,602
	-	-	-		250
899	112	449	1,348	344	1,693
					158,543

per gallon

	2/7/2022	3/14/2022
DIESEL	3.951	5.25
REGULAR	3.33	4.18
		32.9%
		25.5%



PETROLEUM & OTHER LIQUIDS

OVERVIEW DATA ANALYSIS & PROJECTIONS

GLOSSARY › FAQs ›

Weekly Retail Gasoline and Diesel Prices

(Dollars per Gallon, Including Taxes)

Area: U.S.

Period: Weekly

Show Data By: <input checked="" type="radio"/> Product <input type="radio"/> Area	Graph Clear	02/07/22	02/14/22	02/21/22	02/28/22	03/07/22	03/14/22	View History
Gasoline - All Grades	<input type="checkbox"/>	3.538	3.581	3.624	3.701	4.196	4.414	1993-2022
All Grades - Conventional Areas	<input type="checkbox"/>	3.401	3.441	3.480	3.554	4.031	4.252	1994-2022
All Grades - Reformulated Areas	<input type="checkbox"/>	3.812	3.859	3.911	3.994	4.527	4.737	1994-2022
Regular	<input type="checkbox"/>	3.444	3.487	3.530	3.608	4.102	4.315	1990-2022
Conventional Areas	<input type="checkbox"/>	3.330	3.372	3.410	3.486	3.963	4.180	1990-2022
Reformulated Areas	<input type="checkbox"/>	3.690	3.738	3.790	3.874	4.407	4.610	1994-2022
Midgrade	<input type="checkbox"/>	3.867	3.908	3.954	4.025	4.524	4.765	1994-2022
Conventional Areas	<input type="checkbox"/>	3.673	3.710	3.752	3.814	4.292	4.538	1994-2022
Reformulated Areas	<input type="checkbox"/>	4.158	4.204	4.256	4.341	4.872	5.106	1994-2022
Premium	<input type="checkbox"/>	4.141	4.180	4.221	4.296	4.798	5.038	1994-2022
Conventional Areas	<input type="checkbox"/>	3.974	4.009	4.045	4.114	4.592	4.833	1994-2022
Reformulated Areas	<input type="checkbox"/>	4.340	4.384	4.430	4.513	5.044	5.284	1994-2022
Diesel (On-Highway) - All Types	<input type="checkbox"/>	3.951	4.019	4.055	4.104	4.849	5.250	1994-2022
Ultra Low Sulfur (15 ppm and Under)	<input type="checkbox"/>	3.951	4.019	4.055	4.104	4.849	5.250	2007-2022
Low Sulfur (Above 15 ppm to 500 ppm)	<input type="checkbox"/>							2007-2008

Click on the source key icon to learn how to download series into Excel, or to embed a chart or map on your website.

- = No Data Reported; -- = Not Applicable; NA = Not Available; W = Withheld to avoid disclosure of individual company data.

Notes: Conventional area is any area that does not require the sale of reformulated gasoline. All types of finished motor gasoline may be sold in this area. RFG area is an ozone nonattainment area designated by the Environmental Protection Agency which requires the use of reformulated gasoline. Publication of Low Sulfur On-Highway Diesel (LSD) prices at the U.S. level was discontinued on December 8, 2008 due to a diminishing number of stations selling LSD as a result of EPA diesel fuel regulations. EIA continued to collect LSD prices from retail outlets and included them in the Diesel Average All Types price until July 26, 2010, when no more outlets reported LSD sales. Beginning July 26, 2010 publication of Ultra Low Sulfur Diesel (ULSD) price became fully represented by the Diesel Average All Types price. As of December 1, 2010 (September 1, 2006 in California), any on-highway diesel fuel sold is ULSD as mandated by EPA on-highway diesel fuel regulations. EIA did not collect weekly retail motor gasoline data between December 10, 1990 and January 14, 1991. Monthly and annual averages are simple averages of the weekly data contained therein. For months and years with incomplete weekly data series, the monthly and/or annual averages are not available. See Definitions, Sources, and Notes link above for more information on this table.

Release Date: 3/14/2022
Next Release Date: 3/21/2022



County of King William, Virginia

OUTSIDE AGENCIES FY2023 BUDGET REQUESTS

AGENCY	FY21 ACTUAL	FY22 Budget	FY23 REQUEST	Request Increase /Decrease	C.A RECOMMENDS	Notes
ARTS & CULTURE						
Arts Alive	9,500	9,500	9,500	-	9,500	
Pamunkey Regional Library	444,597	444,597	593,168	148,571	444,597	KWC 10% of total funding of the library/Hanover 63%/King & Queen 4%/Goochland 10%/State Aid 9%/Reserve 2%/Other 1%
Rappahannock Community College	8,808	8,808	8,808	-	8,808	
Upper King William Senior Citizens Center	-	-	2,000	2,000	-	reopen next year
Virginia Cooperative Extension	22,764	41,936	41,936	-	41,936	
Historical Society of West Point	-	-	10,000	10,000	-	
CORRECTION & DETENTION						
Legal Aid Works	5,440	5,440	5,440	-	5,440	
Middle Peninsula Juvenile Detention Center/Merrimac Center	26,864	26,667	32,623	5,956	32,623	Based on KWC average use of the services for the previous 5 years
Middle Peninsula Local Probation and Pre-trial Services	10,050	19,200	23,100	3,900	23,100	Based on the FY2021 actual placements & utilization percentatge
Middle Peninsula Regional Security Center	924,401	1,041,969	1,077,384	35,415	1,077,384	FY2021 KWC 24% inmate days Regionally/\$87.08 per day
OTHER						
Bay Aging	7,800	7,880	7,880	-	7,880	
Bay Transit	-	27,473	28,298	825	28,298	3% increase due to rising cost of transportation
Bridges of Change Domestic Violence	-	-	5,000	5,000	-	new request to KWC/agency will be requesting \$5k from Charles City & WP&NK/KQ will provide 3500
Middle Peninsula Regional Airport	30,000	30,000	30,000	-	30,000	
Thrive Virginia (Quin Rivers DBA Thrive VA)	-	-	5,000	5,000	-	.2% of agency's operating budget - Local Gov funding \$1k TWP and \$20 Charles City
VA Career Works Bay Consortium Service	-	-	4,287	4,287	4,287	Population 17,148/.25 per capita
HEALTH						
Middle Peninsula Northern Neck Community Service Board (CSB)	60,624	60,624	60,624	-	60,624	
Three Rivers Health District	140,000	140,000	158,224	18,224	158,224	increase due to the JLARC (medicaid) rate change done by the VA Gen Assembly Spring 2021
PLANNING & COMM DEVELOPMENT						
MPPDC Fee per member	19,900	19,900	19,900	-	19,900	
MPPDC General Assembly	2,857	2,857	3,571	714	3,571	
Three Rivers SWCD	5,000	5,000	5,000	-	5,000	
SANITATION						
Virginia Peninsula Public Services Authority (VPPSA)						
TRANSFER STATION	466,089	479,790	559,920	80,130	559,920	
CONVENIENCE SITES	180,288	191,975	226,958	34,983	226,958	
Landfill Monitoring (Labella)	12,379	39,149	28,240	(10,909)	28,240	
Administrative Fees	11,796	11,000	11,000	-	11,000	
Disposal Charges	202,251	207,225	222,260	15,035	222,260	
Drop Off Recycling	-	-	-	-	-	
Household Chemical Collections	2,400	3,000	3,000	-	3,000	
Vehicle Maint Facility commitment	26,120	26,120	26,120	-	26,120	
	2,619,929	2,850,110	3,209,241	359,131	3,038,670	

**KING WILLIAM COUNTY
FY2023 CAPITAL IMPROVEMENT PLAN REQUEST**

GENERAL DESCRIPTION	FY2023	JUSTIFICATION
GENERAL REQUESTS		
Constitutional Officer - Courts and Public Safety Building Wing Build Out		Build out of unfinished area in Courts and Public Safety Building. Will be built as a Sheriff's Office Training Area.
MOTOROLA RADIO REPLACEMENT	230,000	roll forward \$230k from FY22
Constitutional Officer - Sheriff's Office - Impound Lot		Build out fenced lot with pad back of Sheriff's Office behind New Courthouse
Replacement of Courthouse Security System	88,000	System is in need of replacing, installed in 2004
Emergency Battery Backup Power @Courthouse	19,500	critical batteries to be replaced
VPPSA CONVENIENCE CENTER SOLUTION	150,000	PROFFERS
Key Card Locks at Administration Building	24,668	
EV Car Charging Station	16,000	Judge has inquired in regards to getting a charging station for her vehicle-station would be placed in authorized vehicle parking in the back of the courthouse/restricted area for judges & Sheriff's office
BROADBAND INITIATIVE	2,500,000	2M ARPA/225,000 EDA CIP ROLL FORWARD/275,000 INFRUST CIP ROLL FORWARD
FARMERS MARKET	250,000	RECOMMENDED IMPROVEMENTS PER COMP PLAN
LIBRARY DESIGN	25,000	RECOMMENDED IMPROVEMENTS PER COMP PLAN
WELCOME SIGN AT ENTRANCES OF COUNTY		RECOMMENDED IMPROVEMENTS PER COMP PLAN
FIRE AND EMERGENCY SERVICES		
TURN OUT GEAR	30,000	\$6K EACH
WPVFR	50,000	soley needed to medic replacement & repair issues
MANGOICK VFR	30,000	Level Funding - Balance Rolls Forward
BRUSH/FR TRUCK	30,000	County to match 10% of total cost AFG grant (230k)
LIFEPACKS & LUCAS DEVICES	25,000	County to match 50/50 - total cost \$50,000
SCBA	280,000	attempt to receive AFG grant/replace out of date, out of service and out of compliance (\$280k-county share 10%)
PARKS AND RECREATION		
BALL PARK/ BALLFIELD IMPROVEMENTS	50,000	Scoreboards, Roofing for dug outs, press boxes, signage, bleachers
RECREATION PARK EXPANSION	25,000	TO INCLUDE TRAILS AND WATER IMPROVEMENT
RIVERFRONT DEVELOPMENT PLAN	100,000	RECOMMEND IMPROVEMENT PER COMP PLAN
MINI GOLF COURSE -Operated by Parks & Rec		RECOMMEND IMPROVEMENT PER COMP PLAN-AMMENTIES/Desgn & partnership with private developer
VEHICLES		
Vehicle Replacement - Sheriff	52,000	Purchase one (1) vehicle and upfit
Vehicle Replacement Animal Control	49,000	Purchase one (1) vehicle and upfit
Vehicle Replacement - Utilities	45,000	Current truck is past life expectancy
Vehicle Purchase - DSS	3,875	Rotate DSS vehicle to Park & Rec. / Purchase new DSS vehicle for \$25k (84.5% reimb w/local match 15.5%)
INFORMATION TECHNOLOGY		
County Administration - Servers, Software, Computer Equipment	25,000	
Servers, Software, Computer Equipment	35,000	New Cloud based phone System. Current system is seven years old.
Cybersecurity Initiatives	20,000	Any tool set for remediation, implementation access controls, such as software, risk assessment
Security Cameras - Admin	5,000	
PRESERVE & IMPROVE CIP ASSETS		
FOUNTAINBLEAU WELL&PUMP HOUSE	904,000	Ongoing project -Utility Bond
CENTRAL GARAGE WATER TOWER		Estimate provided in 2016; Proposed to extend the life of the water tower and maintain efficiencies.
HVAC REPLACEMENT	100,000	Replace units at Facility Complexes. 4-5/year @\$20k-25k ea.
CARPET REPLACEMENT IN ADMIN		final stage of project
MCALLISTER -(CARPET, WINDOWS, PAINTING;GEN	50,000	Renovation required; flooring, windows, paint
JUVENILE BLDG GEN REPAIRS	150,000	Gut and renovate. Long overdue to make the best use of the space.
ROOFING PROJECTS	175,000	Remaining buildings that need roof replacement: Courthouse, RAS, 360 Complex
GENERATOR AT REGIONAL ANIMAL SHELTER	46,000	
COUNTY ADMIN - PARKING LOT REPAIRS		
WATER PROJECTS IDENTIFIED IN M.U.P	8,200,000	Master Utility Plan needs (600,000g elevated water tank, water tank & related infrastructure, water main extension on rt360)
GRAND TOTAL	13,783,043	